



MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
April 25, 2023
Council Chambers, First Floor
101 W. 8TH STREET 6:00 PM P&Z

1) Roll Call

Present: Commissioners Amy Connerton, Carolyn Cipperly, Peter Waller, Chair George Shaver, Amber Wissing, Joy White, April Davey, Gregory Cowan, Matthew Simms.

Also Present: Director of Community and Economic Development Hannah Klausman, Assistant City Attorney Richard Peterson-Kremer, Long Range Principal Planner Jim Hardcastle.

Commissioner Shaver motioned to seat alternate Commissioner April Davey to the vacant seat. Commissioner Waller seconded the motion.

- 2) Receipt of the Minutes:** January 24, 2023 Planning and Zoning Commission Minutes Draft
Commissioner Waller motioned to approve. Commissioner Connerton seconded the motion.
Motion passes Unanimously 6-0.

3) Comments from citizens appearing for items not on the agenda

No public Comment

4) New Items

a. Comprehensive Plan Update 2023 Brief to the Comprehensive Plan Update 2023

Principal Planner Jim Hardcastle presented the Comprehensive Plan Update 2023 Brief document and its intended uses. Mr. Hardcastle explained that the Brief document was a longer executive summary of the Comprehensive Plan and provides a user's guide to the larger document.

Commissioner comments included:

- Will the Comprehensive Plan Brief document be linked to the larger Plan document?
- Will there be a search function in the Brief document like what is used in the municipal code?
- Who wrote the Glenwood Character section of the Plan?
 - How was this section compiled?
 - Where will it be housed?

- Why is there a disconnect between actual page numbers and windowpane numbers when looking at the Plan?
- Item 4.5a regarding paid parking may not have been promoting pedestrian-friendly action. It sounds like a smaller action item.

Staff explained that the brief will not include clickable links to the Comprehensive Plan, only page number references. Staff collaborated to complete the Glenwood Character section of the Comprehensive Plan and was pulled from the originally approved plan dated March 16, 2023. It was accomplished by searching through the document in the narrative sections where staff then logged references to eleven different character value topics.

The approved Comprehensive Plan available online currently through the City's website is a "page" version PDF and does precisely align actual page numbers of the Plan to the windowpane numbers in the online viewer. The discrepancy arose through a different version we were all using during review of the draft document prior to approval known as "sheet" which doubled up pages in the pane.

Commissioner Waller motioned to approve. Commissioner White seconded the motion. Motion passes unanimously with a vote of 7-0.

b. Land Use and Quasi-Judicial Hearings Training

Assistant City Attorney Richard Peterson-Kremer presented Colorado Municipal League information on Quasi-Judicial and legislative proceedings at the Planning and Zoning Commission level.

Commissioner questions and comments included:

- Clarification on the difference between legislative and quasi-judicial proceedings and how to interact with the information.
- Clarification on the ability to attend other public engagement activities.
- What to do when receiving a public notification to their property on an item, and whether, if recusal is necessary whether representing as a member of the public is allowed.
- Suggestion of adding Conflicts of Interest to the agenda as a reminder to disclose any necessary information.

c. Housing Update

Director Hannah Klausman gave a presentation on the City's housing policies and programmatic data on affordable housing development. Director Klausman provided the following data:

- Voluntary Deed Restriction Program Units
- Inclusionary Housing Units
- Vacation Rental Permits
- Information on housing policies implemented by the City since 2018 including accessory dwelling unit code updates, and Parking standard updates.

5) Commissioner Comments

A suggestion that Dark Sky regulations be reviewed for incorporation.

Commissioners asked to see any new Traffic Studies that have come out with the City.

Comments about street lights on Midland being too bright.

6) Director Comments

Director Klausman thanked Mitchell Weimer for his service on the Planning and Zoning Commission and congratulated him on his election to City Council.

Mrs. Klausman outlined applications for the next meeting including possibly the Strategic Housing Plan update and Sign variances.

7) Adjournment

Meeting adjourned at 8:05PM