

**MINUTES**  
**CITY OF GLENWOOD SPRINGS Planning and Zoning Commission**  
Regular Meeting  
December 16, 2025  
Council Chambers, First Floor  
101 W. 8TH STREET 6:00 PM

**1. Roll Call**

Present: Commissioners: Carolyn Cipperly, Amy Connerton, Pete Waller, John Haughton, Gregory Cowan, Pat Corcoran, Joy White

Also Present: Community Development Director Trent Hyatt, Senior Planner Watkins Fulk-Gray, Assistant City Attorney JJ Carl, Fire Marshal Robin Pitt, and Building Official Victor Meraz

Actions: Commissioner XXX made a motion to seat Alternate Commissioner XXX, motion seconded by Commissioner XXX. Voice vote taken; motion passed unanimously.

**2. Receipt of Minutes**

November 18, 2025, Planning and Zoning Commission special meeting minutes

Commissioner Cipperly made a motion to approve the minutes, seconded by Commissioner Corcoran. Voice vote taken, passed unanimously.

**3. Comments from citizens for items not appearing on the agenda**

No public comment was offered.

**4. New Items**

**a. Colorado Wildfire Resiliency Code Work Session**

Community Development Director Hyatt presented the topic as a code update required by the State. Fire Marshal Robin Pitt presented the purpose for the code updates, how the State mandate was developed, what the new code applies to, what the new code requires, hazard classes, and mapping. All jurisdictions must adopt these rules. The Director noted that it is easier to apply one standard, rather than the two standards that are in the code. Education is easier and it is more likely that stores like Lowe's will carry the necessary materials when there is one standard.

Commissioner questions, comments, and staff responses included the following:

- Commissioner Cowan: Are there off-ramps or opportunities for flexibility with these rules? **Staff response:** Yes, the building official can make interpretations, and the P&Z also can act as the building board of appeals.
- Commissioner Cowan: Will Comm Dev be the ones enforcing these rules? **Staff response:** Yes, although the building code and development code are separate. However, some development code changes may be necessary too.
- Commissioner White: Are the hazard classes tied to insurance? **Staff response:** Insurance companies were represented on the board that created these rules because they have an

interest in stopping wildfire damage. They also use their own mapping, but they are invested in these new rules.

- Commissioner White: Does the Fire Department do free assessments? Is there a bigger, wider effort regarding wildfires? **Staff response:** Yes, and they are expanding it to incorporate these new rules. Other work is ongoing regarding evacuation routes, forest health, and other topics.
- Commissioner Connerton: Would building a new shed trigger these requirements? **Staff response:** No, the new wildfire code deals with occupiable structures.
- Commissioner Cipperly: Are exterior sprinklers considered best practice? **Staff response:** Alternative measures like exterior sprinklers can be considered.
- Commissioner Cipperly: Will we be looking at applying Class 1 or Class 2 to Glenwood? **Staff response:** We are inclined to apply Class 2. Some upgrades are not much more expensive.
- Commissioner Cipperly: Why not apply the new wildfire code to utility structures? **Staff response:** It applies to occupiable structures, which would apply to some utility structures.
- Commissioner Cipperly: Will there be any funding incentives from the State? **Staff response:** It does not appear likely because of the funding situation.
- Commissioner Houghton: Will neighbors sometimes put your property at risk when they build structures close to the property line? **Staff response:** Most development close to property lines is not allowed by zoning.
- Chair Waller: Is this going to be the last time we see this? **Staff response:** Related elements like landscaping changes will come back before the P&Z.
- Chair Waller: Can we implement a program to expand the Fire Department's home inspections? **Staff response:** They have had a neighborhood ambassador program for years, but yes it would be good to do.
- Commissioner White: Can you explain the five-foot setback again? **Staff response:** Noncombustible vegetation within five feet of the structure.
- Commissioner White: How much change will this mean from what we do already? **Staff response:** Minimal changes to construction.
- Commissioner Cowan: Can we highlight the other programs in the community while we do education on this?
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## **b. Housing Work Session**

Planner Fulk-Gray presented information and a survey about housing, following up the previous month's housing work session. He highlighted the feedback received at the last work session and topics to explore in the future.

In the first voting exercise, "What should Glenwood be doing with tiny homes and ADUs," the priorities as voted on by P&Z commissioners was as follows:

1. Allow smaller lots
2. Allow ADUs to be subdivided from primary home
3. Eliminate parking requirements for ADUs
4. Allow smaller homes than currently
5. Offering pre-approved models
6. Allow homes not on permanent foundations

7. Allowing RVs to be used as a primary home

In the voting exercise “What should density bonuses incentivize,” the priorities as voted on by P&Z commissioners was as follows:

1. Affordable housing
2. Development near RFTA or Ride Glenwood stops
3. Specific residential types of development (tie)
4. ADA/accessible housing (tie)
5. Senior housing (tie)
6. Green building
7. Development in certain neighborhoods or locations
8. Specific nonresidential land uses

To the open-ended question “What should density bonuses incentivize,” the following responses were received:

- Dense infill development
- For-sale opportunities
- Deed restricted units
- Duplexes
- Affordable for-sale units
- Fitting neighborhood character
- Historic preservation

In the voting exercise “What does the public need to know about housing that it doesn’t know? What should an education campaign include,” the priorities as voted on by P&Z commissioners was as follows:

1. Information aimed at taking away emotion or fear from certain kinds of development
2. Infrastructure and water capacity
3. Discussions about regionalism
4. Issues surrounding severity of housing cost (tie)
5. PPP (public-private partnership) possibilities (tie)
6. Housing navigator position or type of assistance possibilities

To the open-ended question “What does the public need to know about housing, or what should an educational campaign include,” the following responses were received:

- Benefits to our community through housing become more accessible
- Get employers onboard with housing assistance
- The demographic makeup of Glenwood Springs and how the city needs to plan for a shift
- Code change for smaller lot size so small homes at more affordable
- Housing data over time
- The supply/demand disparity
- How may GWS homes sit empty most of the time

Commissioner questions, comments, and staff responses included the following:

- Commissioner White: Do we allow mobile homes not on foundations? **Staff response:** Most mobile homes are on foundations or at least attached to the ground.
- Commissioner Cowan: Does mobile home park preservation fit into the category of promoting tiny homes? **Staff response:** People use the term “tiny home” in many ways. The important point is that Glenwood does not regulate how small a home can be, and in most cases requires homes be on a foundation or permanently attached to the ground.
- Commissioner White: What is the purpose of requiring occupants of deed restricted units to work in Glenwood? **Staff response:** The purpose is to focus help to Glenwood’s workforce.
- Commissioner Cowan: What percentage of City staff live outside Glenwood? **Staff response:** A significant proportion.
- Commissioner White: What would it take to change the housing guidelines to allow deed restricted units to be occupied by workers elsewhere? **Staff response:** Acceptance that tax dollars would be spent elsewhere.
- Commissioner Cipperly: What does the housing board think about these things, and should there be a joint session?
- Commissioner White: How much success are we having with hotel to housing conversions? **Staff response:** There have been two, and they are occupied most of the time, so it seems like a success. There are more opportunities for conversions, although some on Highway 6 have a problem with low water flows.
- Commissioner Corcoran: Does the City lose sales tax revenue when there are these hotel conversions? **Staff response:** The new housing would no longer pay sales tax.
- Commissioner Cipperly: Do we have lodging tax? **Staff response:** Yes, 5% total with 2.5% going to the affordable housing fund.
- Commissioner Cowan: Rather than have P&Z topics be brought forward based on City Council comments, can these topics be brought forward only after a motion, so that it is something the full City Council is interested in?
- Chair Waller: What should be the next steps? **Staff response:** A meeting with WHFAB may be good. P&Z can then report back to City Council at a work session; City Council has said they want to meet more frequently. City Council is not going to commit to any action in work session, however.
- Commissioner Corcoran: Does anyone know about the County selling property in the City? **Staff response:** It may be hillside lots that would be difficult to build on.
- Commissioner Cowan: Do we know how many seasonal employees we have? **Staff response:** We can try to get the number.

## 5. Commissioner Comments

- Commissioner Cipperly said her group is trying to save the greenhouse. They have a website and Venmo account. They think the cost to dismantle it would be \$850,000.

## 6. Director Comments

- Community Development Director Hyatt indicated they are still trying to hire a Housing Development Manager.
- Other issues to explore that also came from the City Council work session are lighting standards and landscaping.

- A survey for people that use the City's new online permitting system is in the works.

## **7. Adjournment**

Meeting adjourned at 8:30 pm.