

MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
September 24, 2024
Council Chambers, First Floor
101 W. 8TH STREET 6:00 PM

1. Roll Call

Present: Commissioners: Amy Connerton, Pete Waller, Matthew Simms, John Houghton, Gregory Cowan

Also Present: Community Development Director Hannah Klausman, Senior Planner Watkins Fulk-Gray, Long Range Principal Planner Jim Hardcastle, City Engineer Ryan Gordon, Assistant City Engineer Ashley Dostal, City Attorney Richard Cremer-Petterson (online)

2. Conflicts of Interest

None

3. Receipt of Minutes

August 27, 2024 Planning and Zoning Commission meeting minutes

Commissioner Cowan made a motion to approve the meeting minutes, seconded by Commissioner Simms. Voice vote taken, passed unanimously.

4. Comments from citizens for items not appearing on the agenda

No public comment was offered.

5. New Items

a. Strategic Housing Plan Update Yearly Report

Watkins Fulk-Gray presented important information from the 2023 Strategic Housing Plan Update and the City's progress on the recommendations contained in it.

Commissioner Houghton entered the meeting around 6:30pm.

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

- Is any action requested tonight? **Staff response:** This agenda item is for information only.
- How many housing units could be built on City land if all of it were developed? **Staff response:** Staff was not able to provide a number, but a feasibility study does exist that identifies the properties most feasible for residential development and a number could be brought back to P&Z. All residential development on City-owned land now requires an election.
- Was the affordability gap information presented specific to Glenwood or Garfield County? **Staff response:** It is specific to Glenwood.

- Is there any information about who is buying the above-median homes? **Staff response:** The City does not have any data about this. A 2020 study by NWCCOG looked region-wide at homebuying trends, and found that fewer buyers came from out of town than had been supposed at the time.
- Commissioner Waller made a comment that he is seeing many young families in his neighborhood, even when the homes being bought are over \$900,000.
- What would an RFP look like to develop housing on a City-owned parcel? **Staff response:** The RFP process would seek a developer for a partner that is qualified to get the work done and helps to set the developer's expectations for the process.
- Are there concerns about not meeting the City's Proposition 123 commitment? **Staff response:** The City thinks it will be possible because of The Benedict, a possible project at Glenwood Gardens, and two Habitat for Humanity projects.
- Commissioner Waller said the Workforce Housing Fund is one of the most exciting things related to housing in Glenwood.
- Is there a need for more or different public outreach? **Staff response:** Staff and the Housing Commission has discussed the need for community education and the need to have community involvement not related to a specific project.
- Does the City have any public-private partnerships lined up? **Staff response:** The existing partnership with Habitat for Humanity is the only active partnership. There is also a hotel conversion ongoing that could be viewed as a public-private partnership.
- Do RFPs for housing envision a severance, selling the property, or would it be leases? **Staff response:** There are many possibilities for how to use City-owned land for housing, including selling the land once it is developed, keeping ownership and leasing it, or selling just the ground under the new housing.
- Can you provide more information about the possible pre-approved ADU program? **Staff response:** Such programs exist in Eugene, OR, Seattle, WA, places in California, and Summit County. Staff has noticed that proposed ADUs today are often base remodels instead of a new structure in the backyard, and believes that the cost of construction is part of the reason for this. A pre-approved ADU program would let people download plans that are already approved by the building department, though some site work would still be necessary.
- Would the City consider a partnership among multiple employers to create housing for employees? **Staff response:** We are seeing some of this already, with Habitat for Humanity being an example. Vogelaar Park, a project that was under consideration, is another example of this.
- How many years is the Workforce Housing Fund in place? **Staff response:** It will sunset in 20 years. It is a tax paid on short-term rentals and hotel rooms and is projected to raise \$1.5 to \$2.5 million per year.
- How do projects like the current large project in Glenwood Meadows affect Glenwood's housing market? **Staff response:** This project will affect the housing market, but there will be a lag that takes into account time of construction, the time while it gets to full occupancy, and the period in which the market is adjusting to the new units on the market. Since most of the units will be free market, they will not count toward the need identified in the Plan Update, but they should put downward pressure on rent in other market-rate projects.

- How many people will work in Glenwood at new projects? **Staff response:** A developer from the Lofts once presented information that 75% of residents worked in the City, but that is not information that the City has or maintains.

Comments from the Public

- No public was present.

b. Energy & Climate Action Plan

Planner Jim Hardcastle presented the present status of the approved Energy & Climate Action Plan 2004 as approved by resolution at City Council on August 15, 2024

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

- How will external funding be sought, is it up to each individual department or do we have a sustainability coordinator?
 - **Staff response:** At this time, we do not have one position that will champion this, however one of our consultants will likely be retained to generally manage data collection and reporting on a yearly basis. We were encouraged to spread responsibility over multiple departments. Stakeholders are department heads who report back to the City Manager for updates to City Council.
- Will there be an expert be working with the City to support us?
 - **Staff response:** CLEER and Blue Strike Environmental the consultants for this ECAP process are being considered currently to partner with us for program management. Sustainable Strategies is an outside partner consultant we partner with, they look for opportunities for addition leverage for programs in all departments.
- How were City employee commuter emissions taken into account, did you look at housing availability as the City has some control over this?
 - **Staff response:** This was not addressed within this plan as the focus was specifically aligned with municipal emissions, though some action item initiatives were identified to address this significant emissions category.
- Please explain the commercial waste program at the landfill, what is being considered at the landfill regarding management and mitigation measures?
 - **Staff response:** Liz Mauro, the Landfill Director reviewed and supported ECAP initiatives and consistently worked to modernize the landfill with innovative programs. A waste composition methane emissions study is ongoing and to be completed by 2026.
- What data tracker will you use?
 - **Staff response:** The ICLEI ClearPath climate tracker is and will continue to be used.

Comments from the Public

- None present in person or online

Discussion only with no motion:

- This presentation was for informational purposes only.

c. Design Standards Discussion

Community Development Director Hannah Klausman made a short presentation to the Commission on residential and non-residential design standards, including discussion on the materials and colors for exteriors of residential structures.

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

- Questions on relationship between variance applications and design standards. **Staff response:** Staff explained that variance applications are tracked and that the frequency of variance applications would not necessarily call for Code changes.
- Discussion regarding use of stucco as a primary exterior material for residential dwellings including comparison of stucco and EIFS in terms of usage, aesthetics, application, durability, fire resistance, and R-value.
- Discussion on Downtown Design Standards and requirements on exterior color and appearance of multi-family dwellings.
- Discussion of approval process and differences in length of review based on development size.

6. Commissioner Comments

- Commissioners expressed general appreciation that they could have the opportunity to get updates on Housing Plan Update as well as the Energy and Climate Action Plan. In addition, Commissioners expressed appreciation they could review and discuss design standards.

7. Director Comments

Community Development Director Hannah Klausman provided the Commission an update on the following items:

- Update on process of creation of new online permitting system to go online in February.
- Staffing update on departure of Building Permit Technician
- Update on October Planning and Zoning Commission agenda.

8. Adjournment

Meeting adjourned at 8:30pm.