

MINUTES

CARBONDALE PLANNING AND ZONING COMMISSION

Thursday November 19, 2020

Commissioners Present:

Marina Skiles
Jade Wimberley
Nicholas DiFrank (1st Alternate)
Erica Stahl Golden (2nd Alternate)
Jay Engstrom
Jeff Davlyn

Staff Present:

Janet Buck, Planning Director
John Leybourne, Planner
Mary Sikes, Planning Assistant

Commissioners Absent:

Michael Durant, Chair
Nick Miscione

Other Persons Present Virtually

Damien Webster
Bruce Stolbach

The meeting was called to order at 7:02 p.m. by Janet Buck.

Jade nominated Jeff as Chair for tonight's meeting and Nicholas seconded it, the other members were unanimous.

September 10, 2020 Minutes:

The minutes were tabled as there were only two members present today that were at the September 10, 2020 meeting.

Public Comment – Persons Present Not on the Agenda

There were no persons present to speak on a non-agenda item

VIRTUAL HEARING – Minor Site Plan and Conditional Use Permit

Location: 2010 Eastbank Point

Applicant: Damien Webster/Desiree Rothchild

John said that this is an application for a Minor Site Plan Review and Conditional Use Permit. He stated that the Commission is required to hold a public hearing and approve the application, deny it or continue the public hearing.

John stated that the applicant is proposing to renovate a portion of the basement into an accessory dwelling unit (ADU). He said that this renovation will only require internal changes to the structure and an external stairway leading to the unit in the basement.

John said that an ADU is allowed to be up to 850 square feet and a minimum of 300 square feet, the proposed ADU is 789 square feet in size.

John stated that the required setbacks in the R/LD zone district have been met.

John said that the allowed maximum impervious surface has been met with the main dwelling being constructed.

John continued by saying that Section 5.8.3. of the UDC requires 2.5 parking spaces for the main dwelling, and 2 spaces for an ADU. He said that the applicant has indicated that there are 5 spaces.

John stated that the proposed changes are internal and do not affect the building exterior.

Jay asked for clarification that the that the hallway in the basement was open to the main part of the house.

John stated that there was a door on the second level at the top of the stairs.

Jay asked if there was a firewall between the lower and upper levels.

John said that would be addressed with the building permit.

Janet said that the firewall would only apply if it was a condo.

Jeff asked if there was an HOA.

John said not that we are aware of.

Bruce stated that these homes were built when he was the Building Inspector and that he didn't think there was an HOA either.

Damien stated that there was no HOA.

Jay said that in the packet he only can see four parking spaces.

John said that the fifth parking space was in the garage.

Bruce Stolbach introduced himself and said that he was the draftsman and code consultant helping Damien and Desiree to meet code and check lists.

Damien Webster introduced himself and said that he's a carpenter and a cabinet installer and that he will be doing the project, aside from some plumbing and electrical. He said that their project was straightforward and a way to add a bedroom for the town and people that need places to live.

Bruce said that we complied with regulations and we went through the checklists, working with both of the John's. He said that the report says that John recommends approval.

Jade asked which direction is the stairway to the ADU and was it covered. She asked about the drainage in the stairwell.

Damien stated that it was on the east side of the house on the outside.

Bruce said that the treads of the stairs would be open for snow.

Damien said that there would be a drywell for drainage.

Mariana asked if the drywell would daylight somewhere else on the property.

Damien explained that there would be a hole with gravel for the drywell located in the stairwell.

John Leybourne explained that our storm sewer system in Carbondale also uses drywells and that they filter straight down.

Public Comments

There were no members of the public to comment.

Motion to close the comment portion of the public hearing

Jay made the motion to close the comment portion of the public hearing. Mariana seconded the motion, and it was approved unanimously.

Commissioner Comments

Marina applauded the applicant and said that this was a pretty easy sell as the footprint is not changing. She thanked the applicant for contributing to helping with our housing crisis.

Jeff commented that the stairwell was an external addition to access the ADU.

Janet explained that the old code, prior to 2016, addressed entrances in the standards.

Marina asked if there was anything codified for short term rentals.

John said that currently the only requirement was that a short-term rental have a lodging tax license.

Damien said that they have no intention of doing short term rentals and that they want a nice quiet person for a long-term rental.

Erica asked if the existing bedroom in the lower right-hand corner is part of this rental.

Damien said that is the bedroom.

Erica asked if there was an egress window.

Damien said that there was, it's just not shown.

Damien said that there is also two windows and a window well where the stairs are going too.

Jeff said that it was nice to see the neighborly support in the packet.

Nicholas said that it was a clean application.

Bruce said that they had planned on doing the building permit and land use application simultaneously but John Plano said that he wanted this approval first so he wasn't spending time on plans that wouldn't be approved.

Motion

Mariana made a motion to approve the Minor Site Plan Review and Conditional Use Permit for and Accessory Dwelling Unit to be located at 2010 Eastbank Point with conditions 1-4 in the Staff Report. Nicholas seconded the motion, and it was approved unanimously.

Election of Vice - Chair

Janet explained the Chair Pro Tem's duties ahead of a meeting.

John said that there was ad coming up next week for the Boards and Commissions, which will have the P&Z included for the open position since Ken has moved to Minnesota.

Further discussion ensued about the open position.

Jade nominated Jay as Pro Tem, Marina seconded the nomination, it was unanimous, and Jay was approved as the Pro Tem.

Staff Update

Janet said that Eastwood Annexation will be coming up at the next Board meeting. She said that there were some letters from the public but that there were no public comments at the meetings. Janet said that the Board voted unanimously to approve the application.

Further discussion ensued about the application and the entrance to Carbondale.

Janet said that she spent time with John Colson from the Sopris Sun about developments and the Comprehensive Plan, which was in the paper.

Janet said that she has been working on a Story Map with Nathan Baier from Roaring Fork Geospatial. She explained that it tells a story about larger projects both under construction and in the land use process, which is on the Town's website. She said that there are links to the land use applications as well.

Further discussion ensued about previous rezonings.

Janet said that if anyone has any suggestions or changes to let her know and that she wants to keep the Story Map really simple and user friendly. She said that she doesn't want it to be a marketing tool but just a factual tour of Carbondale.

John reminded the Commission about ex-parte communication.

Janet said that we could have a refresher training with Mark Hamilton, the Town Attorney.

Janet said that the Comp Plan is still in the budget for next year.

Janet said that we are so busy with inquiries and questions.

Janet said that there are some big applications coming in.

Nicholas asked what the standard window for an applicant currently wanting to go through the P&Z.

Janet said typically it could be three or four months depending on how many agreements there are and how complete the application is. She said that she likes to give people a cushion so if it doesn't go as planned that we can get issues resolved.

Further discussion ensued about the timeline of applications.

John said that a new Ordinance Officer is starting and that we are really busy.

Mary said that the Building Department is staying busy too with a timeline of ten to twelve weeks for the processing of a new home. She said that it changes by the day.

Commissioner Comments

Erica showed off her new adorable puppy.

Marina asked if the Planning Department was hiring.

Janet said no that we stay lean and mean with the budget we have.

John said that there are other duties as assigned.

Jeff said that he watches all of the real estate transactions and that the second half of 2020 compared to the last three years is staggering.

Jeff said that the Town is going to break ground on more amenities at Red Hill on Monday and that GarCo was awarded a grant, which will go to more work on the trailhead as well as the River Front Park. He said that AVL T is currently under contract to purchase Coffman Ranch on Catherine Store Road, which is 140 acres. He said that they are trying to turn the ranch into a community asset.

Motion to Adjourn

A motion was made by Marina to adjourn. Nicholas seconded the motion, and the meeting was adjourned at 8:10 p.m.