



Grand Lake Planning Commission

Wednesday, December 15, 2021 at 6:30 PM

Town Hall - 1026 Park Ave. * Participation In-Person Only*

*The Town of Grand Lake upholds the Six Pillars of Character:
Citizenship, Trustworthiness, Respect, Responsibility, Fairness and Caring*

Minutes

Call to Order at 6:49pm

Roll Call

PRESENT

Commissioner Heather Bishop

Vice Chairman Heather MacSarrow

Commissioner John Murray

Commissioner Judy Burke

ABSENT

Chairman James Shockey- Stuck at a Work Meeting

Commissioner Ernie Bjorkman - Out of Town

Motion to excuse made by Commissioner Murray, Seconded by Commissioner Bishop.

Voting Yea: Commissioner Bishop, Vice Chairman MacSarrow, Commissioner Murray, Commissioner Burke

Motion Passed 4:0

Consideration to approve Meeting Minutes for November 3rd, 2021

Minutes were not attached to the packet. They will be voted on at the next meeting.

Consideration to approve Meeting Minutes for November 17th, 2021

Motion to approve Minutes from Nov. 17th, 2021 made by Commissioner Murray, Seconded by Commissioner Burke.

Voting Yea: Commissioner Bishop, Commissioner Murray, Commissioner Burke

Voting Abstaining: Vice Chairman MacSarrow

Motion Passed 3:0 (1 Abstain)

Unscheduled Citizen Participation

This time is reserved for members of the public to make a presentation to the Commission on items or issues that are not scheduled on the agenda. The Commission will not make any decisions on items presented during this time.

No Public Input

Conflicts of Interest

Voting Nay: Commissioner Bishop, Vice Chairman MacSarrow, Commissioner Murray, Commissioner Burke

Items of Business

A. Major Land Use Development at 505 Grand Avenue; Final Development Plan

Planner White presented the topic as written up in the posted packet. The final development plan does not require a hearing, but instead a meeting from the Planning Commission and a recommendation to the BoT.

Planner White recapped the previous meetings, sketch plan, preliminary development plan hearing, variance hearings, and BoT meetings.

Planner White pointed out that a few items were still outstanding from the applicant, but that should be received prior to being discussed at the January 10th, 2022 Board of Trustees hearing. These items are:

12-9-2 Major Land Use Development Review Procedures and Submittal Requirements 12-9-2(E)(2)

(h) Master Declarations for each Local Employee Residence; which are provided in the Local Employee Residency guidelines that the applicant needs to review and include in the HOA declarations.

(i) Draft Improvements Agreement; all basic items have already been taken care of, such as sewer, roads, boardwalk, etc. All the agreement would cover is the landscaping, and the applicant has shown on all previous projects that landscaping will be done in a tasteful, responsible way, that the Town is not requiring the agreement for only the landscaping.

The applicant must review and provide Master Declarations for each Local Employee Residence and deed restrictions can be completed prior to BoT.

The Planning Commission role in the final development plan is spelled out in Municipal Code: 12-9-2 Major Land Use Development Review Procedures and Submittal Requirements 12-9-2(E)(4). In general, it states that the application hasn't changed over 10% since the previous meeting. The application has not been changed.

As far as the inclusionary zoning requirement, the planning commission is responsible to:

- Ensure the proposed development includes Inclusionary Zoning and a Local Employee Residency Plan
- Determine the number of IZ units to be built in the development
- Determine the size and type of IZ units to be built
- Determine the location of the IZ units in the development
- Determine the start and completion time frame for building each IZ unit
- Provide recommendations to the Board of Trustees for the IZ requirements

Planner White also reviewed an MOU that was drafted, but not completed, from the Ridge at Elk Creek as an example of what has been attempted in the past. Discussing the price per square foot, and the deed restriction requirement and the allowance of a market-priced sale after 6 months on the market as inclusionary housing.

Motion made by Commissioner Murray, Seconded by Commissioner Bishop. Motion reads as:
The Planning Commission recommends approval of the final development application with the following conditions:

- a. Prior to the issuance of additional building permits within the development the Applicant will record, with the County, a deed restriction for attainable housing on the parcel, prior to obtaining any building permit, thus restricting the units for sale to Local Employee Residency and not sold at market rate, unless otherwise approved by the Board.*
- b. Master declarations for each Local Employee Residence must be submitted for review.*
- c. Lots 9-14 must be consolidated prior to issuance of additional building permits.*
- d. No lots or units may be sold and no certificate of occupancy will be issued for any lot or unit until the property has been consolidated and subdivided.*

Voting Yea: Commissioner Bishop, Vice Chairman MacSlarrow, Commissioner Murray, Commissioner Burke

Motion Passed 4:0

Items for Discussion

None

Future Agenda Items

Commissioner Burke would like a future discussion about attainable housing restrictions on pricing and selling of the inclusionary zoning units. Commissioner Bishop would like to see a discussion on the sizing of the homes.

Commissioner Murray asked about the Steering Committee for the Municipal Lands Master Plan. Planner White gave an update stating the applications were due December 15th, by midnight and that the applicants were being chosen based on geographic location in Town and diversity.

Adjourn Meeting at 7:57pm

Motion made by Commissioner Murray, Seconded by Commissioner Bishop.

Voting Yea: Commissioner Bishop, Vice Chairman MacSlarrow, Commissioner Murray, Commissioner Burke

Motion passed 4:0