



**The Buena Vista Planning & Zoning Commission
April 1, 2020 at 7:00 PM**

**Virtual Regular Meeting
Meeting will not be held
at the Buena Vista Community Center**

**To participate in Public Comment and/or Public Hearings you must
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AGENDA

REGULAR MEETING OF THE PLANNING & ZONING COMMISSION

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Agenda Adoption**
- V. Approval of Minutes – February 19, 2020**
- VI. Public Comment**
- VII. New Business**
 - 1. Introduction of Doug Tart, Planning Technician**
 - 2. Discussion of virtual meeting protocols**
- VIII. Staff/Commission Interaction**
- IX. Adjournment**

This Agenda may be Amended

Posted at Buena Vista Town Hall, Post Office, and www.buonavistaco.gov on
Monday March 30, 2020



**Minutes of the Regular Meeting of the
Buena Vista Planning and Zoning Commission
February 19, 2020**

CALL TO ORDER

A regular meeting of the Planning and Zoning Commission was called to order at 6:00 pm, Wednesday, February 19, 2020 at the Buena Vista Community Center, 715 E Main Street, Buena Vista, Colorado by Chair Preston Larimer. Also present were Vice Chair Lynn Schultz-Writsel, Commissioners Thomas Doumas, Craig Brown, and Alternate Commissioner Tony LaGreca.

Staff Present: Principal Planner Mark Doering, Code Enforcement Officer Grant Bryans, and Town Clerk Paula Barnett.

PLEDGE OF ALLEGIANCE

Chair Larimer led in the Pledge of Allegiance.

ROLL CALL

Paula Barnett proceeded with the roll call, and Larimer declared a quorum.

AGENDA ADOPTION

Larimer called for approval of the agenda. Schultz-Writsel motioned to adopt the agenda as presented, **Motion #1** seconded by Doumas. Motion carried.

APPROVAL OF MINUTES

Doumas motioned for approval of the January 22, 2020 minutes as amended. **Motion #2** seconded by Brown. Motion carried.

PUBLIC COMMENT

Public comments opened at 6:02 pm. With no comments, public comment was closed at 6:02 pm.

NEW BUSINESS

Doering reviewed with the Commissioners that Staff is recommending the Commission consider amending the Unified Development Code (UDC) to correct portions of the code that are either not correct or touches on issues not addressed in the current code language to provide clarity on items that have arisen since the adoption of the UDC.

Doering stated the changes that are being made have been discussed with the Commission in previous meetings, and that he and Code Enforcement Officer Grant Bryans have worked with the Town Attorney to create ordinances that reflect input/recommendations from the Commissioners and Staff. Upon receiving approval and recommendation for adoption by the Planning & Zoning Commission, Staff will submit the ordinances to the Board of Trustees for review and adoption.

Bryans reviewed with the Commission the proposed changes to the code concerning camping, parking, and recreational vehicles which included:

- Remove the camping provisions from Chapter 16 of the UDC and move to Chapter 7 (Health Sanitation and Animals) and Chapter 8 (Vehicles and Traffic) where they would provide improved enforcement provisions by the Police Department and Code Enforcement.
- Short-Term and/or Long-Term Storage of Recreational/Camping Vehicles.
- Temporary Seasonal Camping for Industrial zoned properties to allow seasonal use for employers, particularly for rafting companies that have seasonal employees during the summer between April 1 and September 31.
- Clarification on short-term and/or long-term storage of recreational/camping vehicles.
- Clarification on recreational/camping vehicles i.e. length of time camping is permitted, obtaining a camping permit from the Town.
- Camping on private property.
- Camping on public property.

The Commissioners made minor suggestions/edits to the draft ordinance, and thanked Bryans for ensuring the additions/modification to the code are adopted prior to the beginning of summer.

Bryans left the meeting at 6:48 pm.

Doering reviewed with the Commission the proposed clarifications/changes to the UDC which included the following topics/sections:

- Kennels and outdoor dog runs.
- Veterinarian hospital/clinic.
- Improvement to multimodal circulation for existing and future development areas to increase the effectiveness of local service delivery and emergency service times throughout the Town to minimize vehicular and pedestrian conflicts.
- Restriction of vehicular access on E. Main Street and the use of alleys.
- Public Notice – When an application for an administrative adjustment is deemed complete, Town staff shall notify all property owners within 300 feet of the property via first class mail 15 days following the date of the notice.

The Commission and Doering briefly discussed the purposed code changes, and the Commissioners thanked Doering for his ongoing efforts to ensure the UDC is implemented and modified as needed to meet the needs of Buena Vista.

Schultz-Writsel motioned the Planning and Zoning Commission accept the conclusion and recommendation as presented and recommends that the Board of Trustees approve the proposed amendments to the Unified Development Code. Brown seconded.

Motion #3 seconded by Brown. Unanimously approved.

Commissioner LaGreca left the meeting at 7:45 pm.

STAFF / COMMISSION INTERACTION

The Commission and Staff discussed the work session that several of the commissioners attended with the Board of Trustees and members of the Historic Preservation Commission on February 11, 2020 to review the draft of the Architectural Design Guidelines.

Doering shared with the Commission that Robin Mesaric-King, Planning Technician, will be leaving employment with the Town effective February 28, 2020 to pursue new endeavors. Mesaric-King will continue to be the Flood Plain Manager as a contract employee, and to train the new staff member.

ADJOURNMENT

There being no further business to come before the Commission, Domus motioned to adjourn the meeting at 8:00 pm.

Motion #4 was seconded by Shultz-Writsel. Motion carried.

Respectfully submitted:

Preston Larimer, Chair

Paula Barnett, Town Clerk

DRAFT