

**GRAND COUNTY PLANNING COMMISSION  
MEETING MINUTES**

**Wednesday, January 17<sup>th</sup>, 2018**

**MEMBERS PRESENT:**      Ingrid Karlstrom                      Todd Clausen  
   Melanie Zwick                              Marcus Davis  
   Sally Blea                                      Jennifer Scott  
   Marcy Monnahan

**MEMBERS ABSENT:**      Joe Gould                                      Steve Sery

**STAFF PRESENT:**      Thomas Leatherwood                      Alex Taft  
   Carolyn Derby

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The January 17<sup>th</sup>, 2018 Grand County Planning Commission meeting was called to order by Chairman Marcus Davis at 6:30 P.M.

Roll call of all Planning Commissioners and Grand County staff

Approval of September 13<sup>th</sup>, 2017 & October 11<sup>th</sup>, 2017 Planning Commission Meeting Minutes. Motion was made to approve with discussed typo corrections and redundant. Second by Todd Clausen. All approve "Aye." Motion carried.

**The Ranches at Devils Thumb Ranch- Sketch Plan**

Presented by Thomas Leatherwood Community Development Director and Alex Taft

Jeff Vogel of Vogel and Associates presenting on behalf of The Ranches at Devils Thumb Ranch

Tim Hartman of Allegiant Management is representing The Elkhorn Ridge Homeowners Association

**DISCUSSION**

Staff is representing The Ranches at Devils Thumb Sketch Plan to Planning Commission as presented in July 2017 by former Community Development Bill Gray. It was brought to staff's attention that proper notification to property owners were not sent out prior to July's meeting. To rectify the oversight staff decided to represent the sketch plan to Planning Commission in order to be in compliance.

Jeff Vogel of Vogel & Associates states they are very excited to continue and advance the project to the next phase. He assures Planning Commission that nothing has changed with the project except in November 2017 the Board of County Commissioners approved construction on the roads. A Subdivision Improvement Agreement (SIA) was executed and a bond is in place.

**Comments from Audience**

Tim Hartman would like to see the lower road be moved further away as the roads presented are too close together. He also questions why the letter written on behalf of the homeowners association was never addressed or taken into consideration.

Staff never received anything in the mail or email from Tim Hartman or anyone in the adjoining subdivision expressing any concerns. Staff Carolyn Derby provided her email address so she can receive a copy of the letter sent and so it can be taken into consideration at the next presentation to the Planning Commission.

**PLANNING COMMISSION DISCUSSION**

Jennifer Scott has questions regarding the documentation she received as it states contributions from homeowners association will be used for county road 83 improvements. She states that the current trail access at Devils Thumb is now gated and hasn't been in the past 20 years gated and wonders if that will

continue. Jennifer also states she is against gated communities as she moved here to Grand County to get away from gated community models.

Jeff Vogel states that the trail system will be maintained and groomed by Devils Thumb Ranch therefore it will remain as is but the community can purchase a day pass at The Ranch for trail use.

Alex Taft explains that should it be needed in the future there will be a 2" overlay at the exit/entrance to the Sunset Ridge Subdivision provided by The Ranches at Devils Thumb Homeowners Association.

Melanie Zwick would like to know what the status and future plans are for the ditch by lot 16 & 17.

Jeff Vogel – The plans for the ditch are to maintain it but that a culvert will need to be added.

Marcus Davis – Would like to know if the 2" base needs to be added as a recommendation or is already a requirement from Grand County Road and Bridge? All public comments from Tim Hartman need to be taken into consideration at Preliminary Plan.

Motion was made by Todd Clausen to approve The Ranches at Devils Thumb Ranch – Sketch Plan with two new conditions being the 2" road base requirement and public comments be added and addressed at Preliminary Plan and prior conditions as discussed and approved in the July 2017 meeting, 2<sup>nd</sup> Motion was made by Sally Blea. All in favor "aye".

### **Trail Creek Estates –Amended Final PLAT of Lot 73 and Lot 74**

Amended Final Plat – Adjustment of Interior Lot Line

Presented by staff member Alex Taft

Andrew Moore is representing the applicants

History:

Trail Creek Estates was subdivided into three filings between 1969 and 1972, consisting of 38 lots and 40 acres. These subdivisions are not controlled by any covenants. Lots 73 and 74 are contained within Filing No. 2 of the subdivision. A copy of the PLAT that shows lots 73 and 74 is included as an exhibit to this report. Lots 73 and 74 are each approximately 1.1 acres. Lot 73 is currently vacant. Lot 74 has a residence with a driveway and shed that was constructed prior to transfer to the applicants. The driveway and shed were both placed over the common lot line and encroach onto Lot 73. The Brewers are requesting a REPLAT of Lots 73 and 74 to relocate the interior property line, creating Amended Lot 73 and Amended Lot 74. A copy of the amended PLAT that shows both amended lots is included as an exhibit to this report.

Project Description:

The applicants are proposing an amended final plat that will relocate the common lot line so that driveway and shed are no longer encroaching onto Lot 73. The application is to include 0.24 acres of Lot 73 as part of Lot 74, increasing Lot 74 to approximately 1.34 acres. There are not additional structures planned as a result of this application.

### **PLANNING COMMISSION DISCUSSION**

Ingrid Karlstrom – would like to see corrections to be made to the acreage listed in the presentation as it does not add up correctly. The plat needs to be corrected to read "to be laid out".

Melanie Zwick – states there needs to be a correction made on the front page stating the miles to be **1.1 acres** northwest of the US34/GCR 41 intersection to GCR 412, Trail Creek Estates. The .86 acre lot size is a problem with our zoning regulations, it should be 2 to 5 acres in a growth area. There should also be a variance to the minimum lot size. Melanie would also like to know if there are any wet lands on the properties.

Jennifer Scott would like to see both owners on the application not just the one as stated.

Marcus Davis states on page 2 of the Master Plan if the property is pre-existing, non-conforming after the lots are combined a variance for the minimum lot size is required.

Motion was made by Sally Blea to approve presentation with listed condition but to add that additional variances are needed to address minimum lots size. Ingrid Karlstrom 2<sup>nd</sup> the motion. All in favor "Aye". Motion carried.

## **Stillwater Small Tracts – AFP of Lot 30 & Lot 31**

Amended Final Plat – Vacation of Easement & Interior Lot Line

Presented by staff member Alex Taft

Jim Pool architect and representative for the applicants

### **History:**

Stillwater Small Tracts is an unrecorded subdivision that was defined under the Small Tract Law around 1882 and contains approximately 68 small tracts. Each small tract is just over 2.6 acres. Road and utility easements of 25 feet exist along the boundaries of each tract within this subdivision. There is also a right of way shown on the 1882 plat with prescriptive easements recorded in Book 136 Page 524 Reception book #10. That subdivided lots are required to be serviced by a well and septic.

### **Project Description:**

The applicant is proposing an amended final plat to remove the common lot line of Lot 30 and Lot 31. A 25 foot utility easement exists along both sides of the common lot line, therefore a utility easement vacation is included with this application. Also, the roadway easement does not match existing road alignment. This plat will vacate and rededicate the right of way to match the centerline of the roadway. The easements along the outer lot lines will remain.

The application is to combine the two lots, which were purchased to construct a single family residence. As stated in the application letter, the topography creates difficulty in building within required setback and easements. GCR 4 passes through Lot 30, reducing the buildable area. With legal access being from GCR 4, staff supports this request to combine lot 30 and lot 31 to increase the buildable area and still provide for access. This amended final plat will allow for a safe building site and access.

## **PLANNING COMMISSION DISCUSSION**

Melanie Zwick does not have any comments but would like to defer to Todd Clausen to address the utility issues on behalf of Mountain Parks Electric.

Ingrid Karlstrom is wondering if we are combining lots then why on page 3 at the bottom does it state the acreage of each lot will be added to the plat. Shouldn't it be the final total acreage that is added to the plat?

Todd Clausen states that he has been made aware of this prior to tonight's presentation and recommends that staff contact all utility companies for approval prior to going to the BOCC. He also states that Mountain Parks Electric does not have an issue with this but there should be a 100' easement for the transmission lines shown on the plat.

Marcus Davis explains that Stillwater Small Tracts is a quirky subdivision that was originally platted for federal government use. The lots are non-conforming and pre-existing. He recommends prior to going to BOCC for final approval that staff research the grand county subdivision regulations.

Motion was made for approval with all conditions listed as well as Todd Clausen's recommendation of contacting utility companies for review. Second motion was made by Sally Blea. All in favor "Aye."

## **OTHER MATTERS DISCUSSED**

Ingrid Karlstrom would like to know what is going on with the staffing in Community Development and will they be replacing Brandie Hines.

Tom Leatherwood Community Development Director addresses the questions but addressing all the items Community Development is currently working on and what projects will be coming up in the near future. Tom states that they have placed and add to replace the former county planner Brandie Hines and has not had an applicants at this time. Short Term rentals have taken up a lot of staff member Carolyn Derby's time however he has asked for additional staff to help curb the work load but his request has not been approved at this time. Marcus Davis would like to see more work being presented by the director, Tom Leatherwood.

Meeting Adjourned by Chairman Marcus Davis at 7:43 P.M.