

## MINUTES

### CARBONDALE PLANNING AND ZONING COMMISSION

Thursday January 27, 2022

#### **Commissioners Present:**

Jay Engstrom, Chair  
Jeff Davlyn  
Nick Miscione  
Marina Skiles  
Kim Magee  
Kade Gianinetti (1<sup>st</sup> Alternate)  
Nicholas DiFrank, Vice-Chair  
Jarrett Mork

#### **Staff Present:**

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

#### **Commissioners Absent:**

Elizabeth Cammack (2<sup>nd</sup> Alternate)

#### **Other Persons Present Virtually**

Keith Walzak/Cushing Terrell  
Dave Dixon/Cushing Terrell  
Nora Bland/Cushing Terrell  
Lauren Gister, Town Manager  
Ross Kribbs, 799 Garfield Avenue  
Susan Rhea, 901 Wheel Circle  
Amy Kimberly, Carbondale Arts Director  
Hannah Hunt-Moeller, 785 Merrill Avenue  
Heather MacDonald

The meeting was called to order at 7:01 p.m. by Jay Engstrom.

#### **December 16, 2021 Minutes:**

Jarrett made a motion to approve the December 16, 2021 minutes. Kade seconded the motion, and they were approved unanimously, with Jeff, Nick and Nicholas abstaining.

#### **Resolution 1, Series of 2022 – Subdivision Exemption-761 Industry Place**

Nicholas made a motion to approve Resolution 1, Series of 2022, approving the Subdivision Exemption at 761 Industry Place. Jarrett seconded the motion, and it was approved unanimously, with Nick abstaining.

#### **Resolution 2, Series of 2022 – Subdivision Exemption-761 Industry Place/765 Highway 133**

Jarrett made a motion to approve Resolution 2, Series of 2022, approving the Subdivision Exemption at 761 Industry Place. Nicholas seconded the motion, and it was approved unanimously, with Nick abstaining.

### **Public Comment – Persons Present Not on the Agenda**

Lauren Gister, our new Town Manager, introduced herself and said that she was happy to be here. She said that she is looking forward to meeting everyone in person.

### **Motion to close the comment portion of the public hearing for those not on the agenda**

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

### **Review Draft of the Comprehensive Plan Update – Consultant Team Cushing Terrell (CT) Meeting #7**

Janet said that we are entering the next phase of this Comprehensive Plan Update project. She said that where we left this previously is that you had seen all of the parts and pieces. She said that it was challenging to look at the vision and the goals, recommendations and implementation table separately. She said that we had told Cushing Terrell (CT) that we needed it all to be put together. She said that after the November CT went to work putting it all together in the format that you see now. She said that we are moving into the phase where you review the Comprehensive Plan Update as a whole. She said that we delayed the roll-out slightly as we were reading the Comprehensive Plan and that it talks a lot about equity and we decided to translate this into Spanish, in its entirety. She said that Andrea is doing the translation and that she's almost done. She said that when we do get the Spanish version we'll get it posted on the website, put it in the reading rooms as well as look at different ways to reach out to the Spanish speaking community.

Janet said that in addition, not everyone has computers so we set up ten reading rooms around Town. She said that we've been advertising the locations so people can go and actually read a copy of the Draft Comprehensive Plan Update, fill out a paper survey and put it in the box. She said that we also have a QR code so that people can go with their phone and upload the plan to bring it home and read at leisure. She said that the comment period runs through the end of February.

Janet said that one of your responsibilities as a Planning Commission is to provide recommendations to the Board of Trustees. She said that the Draft Comprehensive Plan Update is in your court to read and edit, it is not set in stone. She said that is what the next series of meeting will be. She said we will follow with adoption hearings, notice it and then the Commission will make recommendations to the Board.

Janet said the decision on how long it takes and when you would be ready for adoption hearings is in the Commission's court now. She said that if you have questions on the process and where we are at now you can ask me that.

Nicholas asked how many drafts are left?

Janet said that we'll track comments and suggestions and that we have one left, which will most likely be the draft that moves on to the Board and it will be the final draft.

Nick asked if we are limited to questions about the process.

Janet said that we can get more specific and CT wasn't planning on doing a formal recommendation. She said that they are here to answer questions if you need some background regarding community outreach or where the recommendations came from. She that they are here to answer technical questions. She said that we have been working on this for a long time and we are curious what the Commission has to say about the plan now that you have seen it as a whole.

Jay said that Janet and I conferred that this meeting would be open comments and suggestions. He said that later in the meeting we'll open it up to public comments and if we still have time, it can come back to us. He said tonight it's mainly discussion and thoughts as well as suggestions.

Nick said throughout this whole process he has felt unprepared, so his New Year's resolution was to educate himself just enough to be dangerous. He said regarding traffic patterns represented as dash lines and some proposed round-abouts. He said that he knows that there's been talk of round-abouts added to Highway 133 for quite a while. He said that he would like to have a better understanding of those round-abouts and why are we making it easier for cars in Carbondale.

Janet explained that some years back the Town did a lot of planning with CDOT and created an Access Control Plan. She said part of that were long-term connections, the map was shown of the screen. She said that this is a long-range plan that has been going on for many years. She said that the one that is down near Thompson Park is to try to limit the number of access driveways along the highway. She said on the map you can see a lot of X's, which is where driveways are going to close as properties redevelop. She said that the Town and CDOT did long range planning to channel vehicles into controlled intersections. She said that the decision was made years ago that the Town was going to do round-abouts. She said that the Access Control Plan was then adopted by the Town, CDOT and by Garfield County. She said that when we are doing plans like Thompson Park, we acquired enough right-of-way from the developer to do that side of the round-about, for adequate radius. She said that the same work has been done near the Third Street Center and Industry Place. She said that when Carbondale Marketplace came in we got land to create that round-about. She said that the dot that you see for Industry Place that is a connection that has been worked on for decades. She said that the concern is that we don't have many east-west connections in the Town and that we needed to get another east-west connection, which seemed to be the most viable route. She said what is new is the green line, for pedestrians because we know that there's going to be a lot of people trying to cross by the area at Thompson Park. She said that we need a pedestrian connection that is safe. She said that during this Comp Plan process that is one thing that we did add in to create some sort of overpass or underpass to get it in the long-range plan to at least show it.

Nick asked how much control do we have over the traffic engineers?

Janet said that Highway 133 is CDOT's road and their right-of-way. She said that they'll listen to the Town and that this is why it is good to have this in the Comprehensive Plan so that when they are planning projects that we can point to this.

Keith said that in the Implementation Strategy section we debated the sequence of those items that address the Highway 133 corridor. He said that we noticed that we were getting into specifics and then we stepped back a little bit and said maybe the community needs to prioritize a Highway 133 corridor study to look at all of the issues in totality and take the 2012 Access Control Plan and revisit assumptions that were placed back then. He said that even though it is a CDOT highway you have a voice at that table.

Dave said that the Comprehensive Plan being a visionary document and as long as we put the lines in the map it is meeting the intent of the vision.

Jay asked if there was a way to incorporate this vision with CDOT and come up with a formal document that would be tackling all of the above.

Keith said that the short answer is absolutely yes. He said that most communities even your size actually have a Transportation Master Plan that is separate from the Comprehensive Plan, including Glenwood Springs. He said that starting with your Comprehensive Plan at a thirty-thousand-foot view and then funnel down what the priorities are and what is the first thing to do from a transportation standpoint. He said that all of these things are linked together. He said that your community should feel strongly trying to collaborate with CDOT to come up with a plan that works for both interests. He said that there was a great article that came out in Denver that CDOT has formally shifted their policy approach to funneling dollars less to roadway widening and more to multi-modal approaches.

Nick said that was great to hear. Why would we make it easier for cars as opposed to making it easier for pedestrians and bicycles? He said why do we spend more dollars, time and energy as a community making it easier for cars.

Keith asked Nick if his thought process was that a round-about is accommodating cars because they don't have to stop?

Nick said yes, as a cyclist that a round-about is not making it easier for bikes. He said that the existing round-about is a case in point.

Keith said that he totally agrees and that from a multi-modal standpoint, for bikes and pedestrians, he doesn't believe roundabouts are working in the favor of pedestrians and bicyclists. He said that the crosswalk situation is not ideal, motorists don't expect that person to be crossing there. He said that Highway 133 should be thought of as a complete street. He said that is the approach that should be taken, that this right-of-way should have a certain amount of square footage to vehicles but that you are going to increase the right-of-way for bikes, pedestrians and landscaping to make it a complete

street. He said that they were just building off of what Janet had said and that is that there have been plans for more roundabouts for a long time.

Jay said that he thinks we do need some sort of transportation study as CT is recommending. He said that we do need to access that but this may not be the time to do so.

Nick asked who would be conducting the traffic study?

Janet said that in the Comprehensive Plan Update that there is an Implementation Strategy for the Town to do a Transportation Plan. She said that she has grown to agree with this, looking at connections and improvements. She said that if the Board approves this Comp Plan Update that one of the strategies is to do, then the Board would make the decision to put money in the budget for a very specific Transportation Plan. She said that would be the Board, the Town and CDOT and possibly the County.

Nicholas said that was an excellent comment about the complete street idea for Highway 133. He said that he would love to see it as one of the strategies.

Marina asked for the definition of a complete street.

Keith said that there is a literature on this and that he could forward it. He said cities and towns are adopting policies called "Complete Street" policies. He said that it is basically doing what we've doing over the last ten decades and accommodating vehicular traffic and building wider and wider roads and that it's rethinking that paradigm and shifting it back toward the pedestrian first design. He said that when you hear about fifteen- or twenty-minute neighborhoods, complete streets, it is really empowering back to the pedestrians and cyclists of various age groups to be able to safely use that public right-of-way and not have to use a car to do that.

Further discussion ensued regarding complete street.

Jeff asked Janet if we have seen an uptick in engagement from the public since the release of the Draft Comprehensive Plan? He thanked Janet for sharing some of the emails from some of the participants of the working groups. He asked if we are still going to be working hard in this last month to get some more voices?

Nora said that we just did our first push in terms of outreach and the main outlet of collection is through an online survey and paper surveys at the Reading Rooms. She said that it hasn't been long enough to see any significant uptick yet and that were are expecting an uptick within the next week.

Marina asked what the uptick is expecting to look like.

Nora explained that PR Studio is doing outreach through many different channels. She said we usually like to give it at least seven days to give people time to see the press

release or hear it on the radio or see the Facebook ad. She said that the online survey is the same as the paper survey.

Janet read a question from the chat on Zoom for the record, what is the advertising budget? She said that the Town set aside budget annually for our communications consultant and that is done through the Town Manager's office, she said that she did not know specifically what that number is. She said that there will be continued effort to get the press releases out. She said that regarding Facebook that our policy is that we only publish on Facebook pages that the Town administers. She said that she did notice on our community Facebook that there had been posts that this phase has started. She said that people are welcome to share the link and repost it if they would like to share it with the community.

Jay said that he is happy that the community is wanting to chat in this meeting but it would be better if they could speak during the public comment portion of the meeting so we can stay on track.

Marina apologized for being late and she thanked everyone for being here.

Nick said that universal access is encompassing all of the goals and that it is "the" issue and that we can't really see it any other way.

Janet asked for clarification that the Commission would like to see the "Complete Street" strategy in the Implementation Strategies and that you would also like to see some sort of strategy that addresses when new streets are constructed that the Town considers making a "Complete Street". She said that is what she is getting from the thirty-thousand-foot level for the Comprehensive Plan.

Jay stated that he doesn't want us to protect the existing as much as he would like to see us improve on the existing. He said that we did hear from some of the community members that they would really like to see some sort of recognition within some of these items that are in the list of the focus areas, that we are improving upon what has already happened.

Janet said that for the record we did get four emails, which were forwarded to the Commission from Fred Porter, Amy Kimberley, Hannah Hunt-Moeller and Sue Zislis. She said that what she loved about the emails received is that they expressed some concerns but that they also provided ideas and thoughts. She said that she really appreciates the public feedback.

Jarrett asked CT what was the best way for the public to give their input on the Comprehensive Plan Update.

Nora said that the most efficient way that we can get feedback is through the survey online. She said that we made it so none of the questions in the survey are mandatory and that they don't have to give feedback on every topic. She said that if we didn't ask

the question or there is additional feedback that is when an email would be a great way to give us feedback to Janet.

Jay asked if the Commission has markups of the draft should we be conveying that in these meetings or should we send along documents with comments.

Janet said that the easiest would be if the Commission has markups that they could be compiled into one markup and then she would pass it on in one document. She said feel free if you are reading it and you have a red pen send it on. She said at this point it will have to be introduced to the Commission as a whole.

Marina asked for clarification on the next iteration and when should the comments be sent to Janet for CT.

Janet explained that we are not going to keep revising the Comp Plan to reflect comments on an ongoing basis. She said that we will be collecting them and then get an understanding from the Commission if you are onboard with the suggestions and then do one revision. She said that it will not be revised every time there is a meeting.

Marina asked what the schedule was for the next steps after this meeting?

Janet said that the next step is for the Commission to review the Comp Plan Update, assess your comfort with it, discussing it on February 10 and February 24. She said that it is what your comfort level is and that you are driving that bicycle.

Nora added that the public comment period is closing on February 25 so as close to that date that the Commission can give their feedback would be great.

Janet explained that the role of the Commission is to give a recommendation to the Board of Trustees. She said that when you feel comfortable then we would set public hearings for the adoption of the Comprehensive Plan Update. She said that the Board would hold a public hearing as well.

Jeff asked if the Board has been encouraged to feedback at this stage.

Janet said that she had gone to the Board to give them a detailed update at the end of November. She said that she did send them a draft of the Plan last week and that she does update them weekly on what is going on with the Comp Plan Update.

Jeff asked if there was any clarity on the timeline once the Commission makes the recommendation.

Janet said that she would have to do noticing so that would be at least three weeks and see what the Board's agenda looks like and work with the Town Manager on the scheduling.

Marina asked if it would be before or after the Board elections.

Janet said that the election is at the beginning of April and that she doubts that it would be adopted before the elections. She said with the comment period through the end of February and if the Commission is then comfortable, getting it on the agenda as well as the twenty-one-day noticing to the Sopris Sun to be published, followed by public hearings. She said even if the recommendation is made after one public hearing that she would then have to notice it for the Board. She said that would be sometime in April after the new Board members are seated. She said that if we get a new Board that we would like them to buy into the Comp Plan too.

### **Public Comment**

Susan Rhea thanked the Commission for doing this work and that this is an arduous process and that she is impressed with everyone's commitment to helping Carbondale.

Ross Kribbs, 799 Garfield Avenue said that he doesn't doubt that a lot of hard work has taken place on the part of a volunteer board. He said that in some ways it is a thankless job and that Susan was probably speaking to that. He said that he has expressed a fair number of concerns, especially with the public outreach component, things that were promised and weren't delivered. He said that what was written in the White Paper has been said again in the Comp Plan update, which is that it wasn't that things weren't followed and that it was a deliberate decision to change direction, to not do Facebook ads, to not do Facebook events. He said that if that is a decision that the P&Z made, which is what has been said in the document, then he would like to hear some of that discussion and what went into changing the originally proposed community outreach plan and why those decisions were made. He said that he thinks that it is an issue that there isn't an advertising budget for this. He said that he doesn't know if he is the only one that finds himself on the Aspen Daily News, Glenwood and Aspen Times, much more frequently than he does on the Sopris Sun. He said that those are the areas to reach citizens of Carbondale and that it is great to support our local paper but if we are going to be as active as possible with public outreach, a lot of leaning on public support for this and his comment is that he feels at present that this document does not represent our public. He said that outreach has been insufficient and mis-guided. He said that he is more than happy to have that conversation with anyone and offer a little more there.

Ross said that he would like to go back to square one or square one A and one B. He said that he thinks that those are the two original questions on the survey. He said one of the first questions was regarding development and that the answer to that was that ninety-one percent of Carbondale respondents think that current development is either adequate or too much. He said that the next question was "How should we develop this parcel?" He said that if the available answers to that question do not include "Hey I don't think we really ought to be developing it right now", then that is a compulsory answer. He said that you can't say that is what people say they want to have happen to this property. He said that there was a really great article in the Daily News today column, which talked about the same sort of thing regarding parking and cars in Aspen. He said that when you phrase the survey question so that every answer aligns with a pro-development answer and that is the only answer possible, you can't put that out there as a fair question with answers to base policy decisions on. He said that he hopes that



would be revisited. He said that he hoped that the questions for the survey to this document, which is however many pages would be more than three or four questions and that we would address some of the hard questions, that we do need to ask. He said how do we address a desire, on many folks for affordable housing along with a desire to maintain our very small-town character. He said that we haven't discussed those things, they are discussed in this update and that is a real big failure. He said that he would like to see that addressed by you folks in the document.

Nicholas said maybe this parallels your comments Ross, he said that on page twenty-five of the draft recommendations poll. He said that he finds it concerning of the high numbers of neutral or don't know, often time those numbers are higher than they support or don't support. He said that he wonders what we can learn from that, how we are posing the questions or how we are providing information. He said that it doesn't seem believable to him, where we are as a community or a valley right now, with housing. He asked Keith what his thoughts were and if there was a takeaway.

Dave stated that these are very complex things and that it is fairly typical to see people respond that way. He said that he thinks in the public open houses that we did virtually, we have those on there so we can have discussion afterwards. He said that if we get a bunch of don't knows then you have to ask why. He said that we got some good feedback in some of those sessions. He said that in those meetings we ask that question so we can get responses to it.

Nicholas said that we are getting responses. He said that if folks don't know isn't it our job as a Commission and as a larger team to help provide information and help educate so folks can be as dangerous as Nick with urban planning ideas. He said that folks are excited, whether it be it because of COVID or the words out about how epic the Roaring Fork and Carbondale are.

Jay said that he would like to add on to that and recognize where those polls are coming from. He said that if you were attending the virtual meeting it would pop up on your screen between discussions. He asked Keith if these polls at the virtual meetings tend to be a lot more "don't know" more than usual maybe because people watching the meeting don't want to engage and that they just push the "don't know" because they might not be paying attention.

Dave stated that Jay might be getting to something and that it is the easiest answer. He said that you have to have an outlet for it. He said that he doesn't know how much you read into it and that it is a tough thing with surveying. He said that the survey and those answers were just one way that we got feedback.

Keith said that the structure of Comprehensive Plans is so broad, it covers so many topics. He said that people come into the process because they certain things on their minds but that there are other elements that they just don't know about. He said that they gravitate and just say that they don't anything about that. He said that he doesn't think that it's unusual because of the nature of Comprehensive Plans. He said that he is hearing what Ross is saying and that writing survey questions is an art and a science.

Keith said that it is challenging and that you try to do the best you can and that we know that the response that we get from a written survey question, whether virtual or handwritten is that it is only a moment in time. He said as Ross was saying small-town character, how are we going to preserve small-town character. He said that we collected a lot of antidotal information on how to do that, through architectural standards, sidewalks, through events, and those conversations did occur, and we listened very intently to people. He said did we express it well enough in the Draft document that you are looking at, maybe not. He said that this is all good conversation.

Jeff said that he resonates with a lot of what Ross has to say but that he also wants to mention that there is no such thing as a perfect survey. He said that what Keith is saying is true and that Dave's comment that there's a complexity to this that is just a challenge. He said that the follow-up question to how you feel about growth and development in Carbondale is actually about future use of north downtown and not development. He said that one of the highest scoring options was neighborhood park, which tracks with the comfort of the speed of development in Carbondale. He said that he would hate to put the shortcomings on the design of the survey with nearly five hundred responses and that he is not in the camp that we haven't heard from a lot of people. He said that it is a good cross-section of the community and that the outreach team did strong work and were responsive where they needed to be.

Nick said that he would like to reinforce what Jeff said and that they are doing a terrific job on the outreach that is unprecedented. He said that the democratic process is not perfect.

Amy Kimberly said that she really appreciates all of this work and that she finds Comp Planning and planning in general really so interesting, even though it's not what she is trained in and that it is definitely where her passion is. She said that she hopes that everyone has read her comments and that for her that she wants to understand and that maybe she is failing in understanding how Comp Plans go. She said that she took seriously the Comprehensive Plan of 2013 and that she participated in it. She said one of the top priorities in that was Creative District certification. He said that it has helped guide this town and brand this town and bring us all together in a positive fashion. She said that with this update that she felt that a lot of this work would be built upon or even recognized. She said for the fact that the Creative District is not even mentioned once after it was a top priority in the 2013 Comp Plan. She said that she wants understanding on how this all builds and how the work that we are doing and investing in this community, which is over two-hundred-fifty thousand dollars that Carbondale Arts has personally raised to put in and fulfill a lot of these visions and planning. She asked how do all of these projects completed by Carbondale Arts fit into the Comp Plan.

Dave said that we called this current Comp Plan Update a supplement to the 2013 Comprehensive Plan. He said what this means is that we were looking for gaps or new things that emerged since 2013, while still honoring that plans' process and input and what the 2013 Comprehensive Plan says.

Keith said that in the process of the update that it was clear to us by the Town that there was a list that Town Staff wanted the consultant to focus on. He said that is where we put the energy to those elements. He said that he agrees with Amy that if in the Implementation Strategies by not mentioning the Creative District that it probably is an omission and that we should reinforce that. He said to Dave's point we weren't revisiting all of those great things from the 2013 Comprehensive Plan and that we weren't forgetting those things. He said that the Climate Action Plan is an example, we were looking at where there were gaps specifically and what has the Town missed since 2013 and what do we need to address in this update to move the Town forward. He told Amy that her point is well taken and that we are not omitting the Creative District but it was not a directive that we were asked to look at. He said that he was asking Janet today if the Town has Cultural Arts Master Plan and is that something that is warranted going forward.

Janet told Amy that she had not seen a Cultural Arts Master Plan but that it was an interesting thought. She said that if that is something we want to explore we could put it in the Implementation Matrix. She said to build on what Dave and Keith said that this update is not replacing the 2013 Comprehensive Plan and that it is an update. She said that when we are making decisions in the community that we are looking at both plans and that we targeted six areas that the Board and the P&Z decided needed a deeper look. She said that included Downtown, Downtown North (Now called Opportunity Area), Residential High-Density (R/HD), the Sustainability and Climate Action Plan, Multimodal and Aging in Community. She said that a lot of community members and advocacy groups for those targeted areas were very involved. She said if you have good ideas to put in the Implementation Matrix now is the time to tell us.

Marina said that she thinks where the confusion lies is how do you see both of these documents at the same time. She said putting these two documents together is part of the process, correct?

Janet explained that this update will be a separate document and that it is replacing segments of the 2013 Comprehensive Plan. She said that as we move forward and the update gets finalized that she thought that we would strike out sections, doing a red line to take out the sections that no longer apply. She said that she doesn't have it all figured out right now. She said that idea came from the Board and that she thought that it was a good idea.

Amy said that she thought that the Creative District was an actual physical boundary place so it could help inform land use when making decisions and how we are moving forward. She said regarding the brand that is Carbondale that we need to start honoring the brand that we have and acknowledging what that brand is. She said maybe we should put this brand in this document so we can bring it forward. She said the one mile stretch of the Rio Grande Trail is the Rio Grande Artway and that we have created two parks and that we are about to create another amazing youth art park, which will be a big conversation between Downtown North and the Rio Grand Artway. She said that it is going to create some things that are going to inform the "Opportunity Zone" will move forward because we have created some entryways and gateways of connection. She

said how do we show that those connections are important if we don't recognize them and the Creative District. She said that she thinks it could be a minor tweak but a really important one to who we are as a town and our small-town character.

Jay said that he agrees and that it is important to have in this document.

Jarrett said that he thinks this goes with what Ross was trying to say of how we implement our character or our funk. He said that he thinks that this is an important piece that needs to be updated.

Dave said that he thinks that is valid and that it could be conveyed via mapping and narrative to tell anyone who comes next that this is a huge priority in 2022. He said that it is an easy thing to do and that we have places for it.

Jeff said that he wanted to build on what Marina was saying in terms of how these two documents function together and how or when and where the update will be the guiding document. He said that he doesn't want that to be lost and that if there are surviving parts of the 2013 Plan that can be incorporated in front so that we have that we have that clear reference point it may be helpful. He said that it is going to get confusing if we have discrepancies between these two documents when we are deciding as a town as decision-making boards what the guiding document is. He said ideally it will be this update. He said as much as we can stand alone that we will all do better.

Janet said that she agrees and that it would be coming to light. She said that we have been so focused on getting this Comp Plan Update together and out there. She suggested that maybe we should call it a Supplement to the 2013 Comprehensive Plan. She said that she didn't know if the long-range planning if that would make Keith, Dave and Nora nervous. She said there could be language in the update that this partially replaces the 2013 Comprehensive Plan to have some text that links the two documents together. She said that she is knows that she'll have to be using two documents when reviewing land-use applications and that she will think through it more.

Hannah Hunt-Moeller thanked everyone for all the work that has gone into this. She said that they live along Merrill Avenue and adjacent to Downtown North and that her comments are zooming into the "Opportunity Area" and Downtown North. She said a lot of the comments are about the graphic that shows up on page 62 of the Comprehensive Plan that has future conceptual land-use. She asked if this work that is being done now for the Comprehensive Plan Update is our only opportunity to shape this conceptual mapping of what is taking place, or will there be additional opportunities for the development in the heart of Carbondale?

Janet explained that this property is currently zoned Industrial and that there would be public hearings if the property owner wanted to move forward with rezoning the property to do a different type of development. She said that there would be public hearings before the Planning Commission and the Board of Trustees. She said that if they go through a site development plan, they might do it concurrently with the rezoning or they might do it in a separate step. She said that it is really important in the Future Land Use

Map and this Comprehensive Plan Update when the Commission and the Board are looking at how to zone a property this is where they specifically refer back to the Comprehensive Plan. She said that she appreciates you being involved and that if she has specific concerns and changes now is the time to say it. She said that we use this as a basis for rezoning. She said that the Future Land Use Map is a draft if you have concerns about other areas of town, print it, circle it and scan it and get it to us.

Hannah said that this is the first time that she has seen this graphically. She said that along the Rio Grande Trail on the far western side of the site adjacent to the former Little Blue Preschool has the largest and most dense tree canopy on the whole site. She said that her comment would be to use that area and be a gateway into Downtown North and a great opportunity for a park. She said that an existing connection that is already there is connecting to the Civic Center and the Rec Center, in the center where it is called Mixed-Use. She said that acknowledging that as a key corridor already that works well connecting Downtown to Downtown North. She said it would be a great opportunity for a gathering space plaza to connect the southern part of downtown to the northern part of downtown. She said that regarding the residential variety of housing and opportunities and that being specific about that being different scales as well as both for sale units as well as rental. She said that we have seen a lot of rental units that are not affordable and making sure there are guidelines regarding affordability and a mix of residential units. She said that having other avenues for feedback in the future for this area would be very welcome.

Marina thanked Hannah and said that was very clear and helpful.

Jay said that we will have two more meetings discussing the Comp Plan Update and opportunities to discussing this.

Ross thanked Hannah for her questions and stated that they were spot on. He said that your answer to is this your big chance the answer was yes. He said that the follow-up to that was that we use this as a basis for rezoning. He said that if you read the update that it is trying to make a case for the need to develop this property now. He asked what is the rush? He said that to Hannah's questions, it is currently not ready to be redeveloped and that we have a lot of properties downtown that folks want to be developed. He said and a new 1.6 acres that were hush hush transferred to the city in the last couple of days, prime spots for new affordable housing. He said that he would like discussion of why Downtown North is so front and center when we have lots of other areas or priorities. He said that we don't owe anything to Briston Peterson or up-zoning to anyone especially when we are down-zoning at the same time a fair chunk of what was Old Town. He said that a lot of folks are going to be surprised that their homes have been slated for rezoning. He said he would like to hear some comments on those comments.

Janet said that Downtown North (Opportunity Area) that we got a strong sense from the community that we didn't want to emulate the Downtown so they wanted it renamed. She said that when we did the 2013 Comprehensive Plan that was always the hole in the donut, we never really wrestled with what to do and what we would like to see in the

future on the Opportunity Area property. She said what we had in the 2013 Comprehensive Plan was basically a toggle, it can either stay Industrial or it can become a development that is compatible with Downtown. She said that we never took a deeper dive into that. She said that is why there was a need to take a closer look at it. She said just because we made it a target area just as we did Downtown doesn't mean that we are increasing the potential for it to develop. She said that we are just making sure that our planning looks at this area and that we try to figure out as a community what we want to see in there instead of waiting for the developer to come in with a plan and a proposal and then we are in a reactive mode. She said that just because we are looking at this area closely doesn't mean we are advancing it ahead of any other property. She said that this is a ten-year look into the future and that this is long-range planning.

Dave added that this Plan is amendable and the maps in it. He said so if someone comes in with a different idea it would have to come in as an amendment to the Comp Plan, which is a case-by-case basis.

Janet said that when CT had delivered this update earlier in January that they did have the 2013 Comprehensive Plan in there and we asked them to take out the 2013 Plan and now in hindsight she is wondering if we should carry it forward and put it back in. She said when she was having the test people read it they got really confused between the two plans and two maps.

Keith said to clarify that CT didn't have the entire 2013 Comp Plan in it, we had the Future Land Use Map from the 2013 Comp Plan then we showed the areas of change. He said what Janet is saying is we were asked to take the 2013 Future Land Use Map out because it was confusing.

Marina said that there are a lot of maps and why the changes are slated is the question that gets raised most often. She suggested maybe a blow-up area showing blocks would be helpful for the people trying to read this, especially for those that are being affected.

Dave said that was a good idea as well as explanation as to what and why the areas have changed. He said that he would leave it up to the Commission as to how much should be included, the narrative from the 2013 Future Land Use Map and the proposed version.

Marina clarified that she would think a narrative about the plan that would affect people's growth plans, with changes in development potentials to properties.

Keith said that he loves the idea of a blow-up map so that it is more legible. He said that we could do a table right next to it that shows what the 2013 Plan said, what the designation is, what it means and here is what the amended designation. He said that we could be clearer and that it is buried, and we could bring it up front.

Nick said an appendix, where you are putting all data and then referencing the appendix at the bottom of the sheet the appendix needs to be referenced. He said the more information the better if it's an appendix. He said that this seems to be an example of where this would come in very handy.

Dave said that we could use the areas of change map and put footnotes on it, with references on it that says check the appendix with an explanation.

Marina asked if it would be hyperlinked to an appendix? She said that people going to the Reading Rooms might see that their property is in the red area and wonder what this means. She asked if they would click on that area, which would be linked to a different area of the website, when they are in the Reading Room?

Nick said that district rezoning happens all the time and is necessary. He said that it doesn't necessarily mean that you lose vested rights.

Marina stated that she means just the review of this document, the Future Land Use Map and if you are in the red and how you figure out what that means for you. She said that nothing is codified yet and these are all suggestions.

Dave said that he can work with his team and everyone. He said that it might be as simple as a "cheat sheet" to have next to the maps in the Reading Rooms. He said that it wouldn't be hard to put together, whether it's a table of before and after. He said that we could put it together during this review period and that he will work with everyone and talk about it. He said it seems like a good idea.

Marina said it might help with the "I don't know" on the surveys.

Jay said that he agrees and that there are a lot of residents in this red zone.

Further discussion ensued regarding the Future Land Use Map.

Janet said that she wouldn't mind if at the next meeting we went through this Future Land Use Map on a neighborhood-by-neighborhood basis, including the 2013 Comp Plan Map, the Zoning Map, and the area of change map and this map. She said the areas that say Residential High Density (R/HD) now match up to what the zoning map says. She asked if this idea sounds good to everyone.

The Commission all agreed.

Dave said once you do this it will show that there are not major changes but that it is more of setting up for the future. He said the next meeting will be very helpful to understand everything.

Jay stated that there are some variables that some are uncomfortable with, and this will be helpful.

Jay said at the next two meetings we will work through the Draft Comprehensive Plan Update and that the Future Land Use Map is a big part of it. He said that we haven't actually hashed through the map.

Nicholas said that he wanted to get opinions on how they think the Draft Comprehensive Plan Update is compiled, as well as the public that is still in the meeting. He said that this is not easy stuff and that this is our last pass at helping CT helping ourselves and getting our community a product that is easily readable, well organized for both the layman and the professional.

Jarrett said that he enjoys this document especially compared to the 2013 document. He said that he thinks it reads well and that it is broken up nicely between graphics and all of the formatting.

Jay said that he agrees with Jarrett and that he is comfortable with how it is laid out. He said that we do have more to work through as a community and get as many people to engage as possible. He said that he is happy with the format.

Kim said that she was able to look at it at one of the Reading Rooms and that she thought it was a beautifully assembled document and that it made such a difference to look at a paper version in an old school way. She said that it read really well, and she loved how it was laid out and that she appreciates the effort by CT.

Jarrett said that he wasn't sure if this was going to be read in a physical or digital format and that it appears as if it were formatted in a book style, but he wasn't sure if that is going to be how it is read.

Nicholas suggested to CT that there is a setting when converting to a pdf to get the spread effect.

Keith said that we hear what Nicholas is saying and that we haven't gotten to this point yet.

Heather MacDonald said that she likes the vacant parcels in Downtown highlighted on the map and she suggested having an addition to the map of all the Town owned parcels to distinguish between what is privately owned and Town owned or potential "Opportunities".

Jay said at this point the donor has requested that the Town minimize publicity of this transaction. He said that the Board of Trustees will be talking about it on February 8 and depending on what they discuss at that meeting then we can address those items within the next two meetings once we know a little more about it.

Keith said that we are going to work hard at explaining what is a Future Land Use Map (FLUM) so that it is not to be confused with a Zoning Map. He said that a FLUM doesn't necessarily affect property values and rights and that is not legally binding. He said we are just trying to set the land use and the character and that we are not setting zoning,



heights, massing and dimensions. He said that there a lot of steps along the way where the community will be involved as properties evolve over time. He told the Commission to go to the FLUM and look at the descriptions and ask yourselves if that statement makes sense and do you understand it. He said that if we break it down and we are simplistic about it that it is going to be a more friendly document in the long run.

Ross added that if this document is designed to be read as paper and if it is our goal to have as many people as possible read it could we print fifty to a hundred copies to be available at each of the Reading Rooms, so people can bring it home and read it as it is intended to be read. He said to be able to circle stuff and really dig into it. He said that there needs to be a lot of clarity regarding the FLUM and that Janet said tonight that we use this as a basis for rezoning. He said that this is the first domino regardless if you think one way or the other. He said in fair disclosure that his property is in the red and that he doesn't know what those potential changes will be. He said that there was no neighborhood discussion of it and know one here knows about it. He said that he appreciates all of your work and that he had a great conversation with Janet earlier today as well.

Nicholas thanked all of the public for their comments on Zoom.

Jay said that we will continue this conversation on February 10 and February 24. He said that he is excited about what we get back from the community. He thanked CT for all of their work.

### **Staff Update**

Janet said that the Administrative Report was included in the packet, which included things that we have been working on. She said that the Board has been talking about Short Term Rentals (STR's) and responding to the public about putting some regulations in place. She said that there is a group called Community First that was trying to put STR regulations on the ballot. She said that the Board said that they would take a look at this, so they started discussing it in December and through a number of meetings. She said that the Board wants to put some regulations and licensing in place, dividing it up starting with a Phase One. She said that the Town would start to license STR's, not necessarily regulating but to try to understand what we have out there. She said that we don't have a lot of data and what is the breakdown of whether they are rooms, ADU's, single-family homes etc. She said that they will be looking to P&Z and to start looking at our zoning in creating some sort of regulations. She said that the Commission had reviewed STR's in 2016 and asked the question what the problem is we are trying to solve. She said that she told the Board that they needed to provide the Planning Commission good direction on what they would like to see, as far as regulations. She said that it is complicated trying to regulate STR's in the code because we have about thirty PUD's. She said we can regulate straight zone districts and when you have PUD's it gets very complex. She said that everyone agrees it's time to have regulations.

Janet said that there was a donation of land to the Town and that it is new and that nothing has been decided. She said that the Board will start talking about the property beginning in their first meeting in February. She said that it will be a long process and that it is an exciting thing to have happen.

John said that there have been many inquiries about vacant parcels as well as parcels that have structures on them, mainly in the Commercial/Transitional Zone Districts.

Mary said that we are getting ready to issue the permit for the Self-Storage Facility on Colorado Avenue.

Janet added that we have the Story Map on our website for larger land-use applications and it also shows projects under construction.

Nicholas asked about the status on the lumber yard, Builders FirstSource.

Janet said that they submitted for building permit and the Building Official returned a correction letter.

John said that they are still in a holding pattern based on cost of materials and design features.

Further discussion ensued about the Story Map.

Marina said that we had talked about the fencing around Thompson Park being reviewed by P&Z. She said that the fencing has already been built.

Janet said that they applied for a building permit for the fence and it was reviewed and approved and it was constructed according to the code.

Marina said that we had a conversation about the Commission reviewing the materials, trying to remedy the fact that what was built wasn't what we approved. She said that it is in the record asking the question do we get to review the fence before it gets put up?

Janet said that we can go back to the record and take a look to see if wires were crossed.

Marina said that those fences are giant.

Janet said that the fences are in compliance with the code. She said that she isn't sure how we got an eight-foot-high fence allowed in the code. She said that we should look at that when we are doing the code amendments for the UDC.

Marina said that we need to look back at the minutes and talk about why they were built without us.

John said that all the people that live there love the fences.

Marina said that there was supposed to be some oversight here and we missed it.

Nick said that we talked about reviewing it as a group and we felt it wasn't in the interest in the Town of Carbondale to have fences, but the owners get what they want. He said that it is a short-term solution that hurts all of us in the long-term.

Nicholas said that he remembers it as being the inconsistencies of the actual structures that went up, in comparison to the drawings. He said that there was a trust issue that developed from that with the developer. He said that all of that landed on the idea of the fence and that the fence became a symbol for that.

Marina said that we were told as a Commission that we would be given the chance to review the fences. She said that there is a credibility issue here that needs to be addressed.

Janet said that we will go back in the minutes and try to unspool that to see what happened.

Marina said that with everything discussed tonight to have eight-foot fences along Highway 133, which is new to me word, complete street. She said that she doesn't think that is the definition of complete street.

Jay said we would circle back to the fence on another day.

Jeff asked if the Commission should initiate some sort of code amendment that the P&Z would be able to review if an eight foot fence is.....

Janet said that the Commission could initiate a zone text amendment to change the code to prohibit an eight-foot fence and bring it down to six-foot. She said that would be a better route to take if you would like to revisit the fences.

Nicholas might have made a motion, but it was not audible to understand.

Jeff said that it is a torture development in his opinion and now there are three tones of wood including the new fence color and the raw pillars. He said that he drives by it every day and that he thinks about it often and that he feels Marina's pain.

Marina said that when we talked about this, extensively, it was about reviewing all of the materials and seeing everything before it got built on the second phase. She said that has not happened. She said that she doesn't know who that is on, is that on us Commissioner's to make that happen.

John asked if we have switched from the fence to all the building materials now.

Jeff said that is what originally started the conversation. He said he thinks the fault lies in the code. He said that we didn't go through the process of adding that step formally even if it's in the minutes, Marina. He said that he didn't think we acted quickly enough.

Janet asked if the Commission would like to look at all the fence permits?

Marina said that there were action items in the minutes.

Janet said that you would be very busy and that we get a lot of fence permits.

Jeff said no that isn't what we are saying.

Janet said that if you want to look at fence permits that your agenda will be full.

Nicholas said that we have a lot of big things coming that are going to hit Highway 133. He said with things not shaking out with Thompson Park as we hoped and we saw in the permit process, what insurance do we have when things start going vertical along 133 that we are very organized and diligent in those processes. He said that it would behoove us to have all of our ducks in a row.

Janet said that after the Thompson Park discussion that we did change our review process and that she worked with the Building Department. She said that we compare plans side by side before building permits are issued and that we also added a new condition that requires that when the developer starts putting materials on the building that we require a board on site that shows those actual materials. She said that when 1201 Main Street went up, that was the first one we started it on and then carried over to Main Street Marketplace. She said that we are asking for a physical board so that she can go out with her material sheet to look to make sure they are matching up.

Marina asked if the P&Z could be part of those review boards.

Janet said that they are out on site and that you are welcome to go to the construction site.

John said that once you are at construction that your approvals are in place.

Further discussion ensued about material boards.

Janet thanked the Commission for their feedback.

Marina said that if we approve the material pallet, we should be there to approve the actual material pallet. She said that she is happy to walk there on site. She said that we said we wanted to see a material pallet, just like a board for the materials that are going to be put on the next phase of Thompson Park. She said that we were going to go there and see that to make sure the next phase of Thompson Park would match what we had seen in the renderings that we approved.

Jeff said that he wasn't sure exactly. He said that he just remembers being dissatisfied.

Nicholas asked if this is an over-reach and could we put something in place.

Janet said that it is a little over-reach to be honest. She said that when you are doing the development review is when you are looking at the materials. She said that when they are going through development review that the building has not been designed. She said that is why you will see changes when building come in for permitting. She said that when the architect is moving it from the conceptual stage then they are looking at building codes. She said that windows have to change because there might be bathrooms, or they didn't take into account the closets. She said that if you want to change the development process then you would have to look at our submittal requirements and the process.

Nick told Marina that she is setting herself up for a tough act to follow, as a building professional.

Marina said that she wasn't trying to set anything new she said that is what we decided to do with the new development for Thompson Park, which she really thought was a thing. She said as an architect that she gets the process.

Nick told Marina that she is making the process more difficult in asking them to be as specific at that phase. He said that he is hearing Janet and that you are submitting at DD. He said that he was one of the most vocal people at that meeting and that he was really upset with them.

Further discussion ensued about the Thompson Park meeting.

John explained that when there is a significant change to what was approved during the planning process that it gets kicked back to P&Z. He said that we have had this conversation with many developers. He gave an example regarding the senior housing and that he said that they would need to go back through the process. He said that there is Staff responsibility with site inspections counting trees, making sure the landscaping is good and the parking spots are there etc.

Nicholas told Marina if she is asking for a more stringent process, which he is not against with things that are coming.

Marina said that she is just talking about Thompson Park.

Janet said that with Thompson Park, they are people's homes and that they are spending a lot of money, that they have saved to invest in these homes. She said that they are happy about their fences and that the fences met the code.

Marina said that the issue is we were supposed to review...

Janet said what was so nice is we got a Christmas card from one of the new homeowners saying that they had bought a deed-restricted unit and that they were thrilled about it. She said that they thanked us for providing this housing and providing a deed-restricted unit and that you have really made a difference in our lives.

John said that was the second thank you received as one was also sent to the housing authority.

Mary noted that when FirstBank changed their design that we did bring it back to the P&Z.

**Commissioner Comments**

There were no further Commissioner comments.

**Motion to Adjourn**

A motion was made by Jarrett to adjourn, Marina seconded the motion, and the meeting was adjourned at 9:41 p.m.