

**Town of Bayfield  
Planning Commission Meeting Minutes  
April 13, 2021  
1199 Bayfield Parkway, Bayfield, Colorado**

## I. Opening Ceremony

The April 13, 2021, Bayfield Planning Commission meeting was called to order by Chairperson Tish Nelson at 6:00 p.m.

**Planning Commissioners Present:** Dawn Engler, Bryan Gadd, Tish Nelson, Ashleigh Tarkington

**Planning Commissioners Absent:** Kelly Polites, Chris O'Shea Heydinger

Four present, two absent

Vice-chairperson Chris O'Shea Heydinger arrived after the beginning of the public hearing.

**Staff Present:** Kathleen Sickles, Town Manager; Rachel Davenport, Administrative Assistant; Nancy Dossdall, S.E.H., Inc., Town Planner

**Media Present:** None

**Pledge of Allegiance**

**General Public Input:** None

**Disclosure of Conflicts of Interest:** None

## II. Action Agenda

### a. Approval of Agenda

Chairperson Nelson opened the action agenda and asked for a motion to approve the agenda for the April 13, 2021, meeting. Mayor Tarkington moved to approve the agenda as presented. Commissioner Engler seconded. All in favor.

### b. Approval of Minutes

Chairperson Nelson asked the Commission for questions or approval of the minutes from the February 9, 2021, meeting. Mayor Tarkington moved to approve the minutes as presented. Commissioner Gadd seconded. All in favor.

## III. Public Hearing

Bayfield Land Use #2021-01 Mark & Linda head – Comprehensive Plan Amendment 5517 CR 509

Ms. Dossdall introduced the request for consideration at public hearing. Mark and Linda Head of 374 CR 520 requested an adjustment from low-density residential to high-density residential to the Bayfield Comprehensive Plan to change the land use map of the area for future development, which includes 5517 CR 509. Ms. Dossdall outlined the criteria for consideration of changing the comprehensive plan. She stated that the proposed usage fits in with the goals of the Comprehensive Plan for residential development.

Next steps for the applicants if the comprehensive plan amendment is approved will be to apply for annexation and zoning designation. If those changes are approved, the Heads will then need to request a planned unit development for the tiny home community the Heads are ultimately considering.

Agency responses were received from Bayfield Marshal's Office and La Plata County Planning Department with regard to the proposed change. Neither agency raised issues with the proposed land use change.

Staff recommended approval of the request as it is in line with the goals of the Comprehensive Plan and meets the requirements set forth in the Comprehensive Plan.

Chairperson Nelson asked for any questions from Commission. Seeing none, she invited the applicants to offer comments.

Mark Head, 372 CR 520, stated that they purchased property originally with idea toward using it as rental property, but after seeing some of the tiny home developments in the county, began to consider some alternative development ideas in the property. He stated that they are locals who drive by the property almost every day and plan to have a clean, well-kept development with an on-site manager. He stated that he and his wife Linda felt that there was market for this type of development.

Chairperson Nelson asked the Commissioners for any comment or questions, then opened the hearing for public comment.

Danielle Patton, 5479 CR 509, directly adjacent to the property in question stated she believes the Heads will develop a clean development as proposed. She expressed concerns with regard to parking and traffic impacts in the area. Fencing and noise barriers will be important because of the way that sound travels. She also requested the Heads consider a screening process be implemented for residents. She also noted that Town should take into consideration that the property will be the first thing that will be seen as entering Town.

Ms. Dossdall responded to Ms. Patton's concerns with some clarification of the process that will be followed before the potential development is approved. She also noted that the Heads have done some good research and planning, and Town has had some helpful input from Durango and the County regarding this type of development.

Chairperson Nelson closed the public hearing and asked for a motion to reopen action agenda. Mayor Tarkington moved to reopen the action agenda. Vice-chairperson O'Shea Heydinger seconded.

#### IV. Action Agenda

a. Bayfield Land Use #2021-01 Mark & Linda head – Comprehensive Plan Amendment 5517 CR 509  
Commissioner Gadd asked for the Ms. Dossdall if Town already has water and sewer lines in the area of the proposed project. Ms. Dossdall affirmed.

No other comments by were offered by the Commission.

Mayor Tarkington moved to approve the request to include Findings A-D and staff recommendations. Vice-chairperson O'Shea Heydinger seconded. All in favor.

#### b. Planning Commission By-Laws

Manager Sickles stated that Board of Trustees passed Ordinance 456 which gives the Planning Commission the power to make its own rules as bylaws. Bylaws will not duplicate state statues, but will define duties and powers in addition to state statutes.

Commissioners discussed proposed bylaws and made some recommendations for changes to the draft as presented. Manager Sickles will make requested changes and send the corrections back to Commissioners for review.

Vice-chairperson O'Shea Heydinger moved to table approval of the bylaws pending corrections. Commissioner Gadd seconded. All in favor.

V. Discussion Agenda

a. Staff Updates

Manager Sickles stated Town is continuing to look for another planning commissioner, and recommended that if people are voicing concerns, commissioners can encourage them to consider serving. She also noted that the tree board is still looking for members.

Commissioners inquired about some of the details of the project proposed. Ms. Dosdall stated that there has been some discussion with the Heads, but the full project is not fully outlined yet. She noted that it will be important to review the project carefully for zoning and land use and to determine how it will fit in current building codes.

b. Adjournment

Vice-chairperson O'Shea Heydinger moved to adjourn the meeting. Commissioner Gadd seconded. Chairperson Nelson adjourned the meeting at 6:42 p.m.

**Approved:**



Tish Nelson, Chairperson

**Attest:**



Rachel Davenport, Administrative Assistant