

**Town of Bayfield
Planning Commission Meeting Minutes
January 12, 2021
1199 Bayfield Parkway, Bayfield, Colorado**

I. Opening Ceremony

The January 12, 2021, Bayfield Planning Commission meeting was called to order by Chairperson Tish Nelson at 7:01 p.m.

Planning Commissioners Present: Dawn Engler, Bryan Gadd, Tish Nelson (remote), Chris O’Shea Heydinger (remote), Kelly Polites (remote), Ashleigh Tarkington
Six present.

Staff Present: Kathleen Sickles, Town Manager; Rachel Davenport, Administrative Assistant; Nancy Dossdall, Planner, S.E.H. Inc., (remote), Jeremy Schulz, Public Works Director (remote)

Media Present: None

Pledge of Allegiance

General Public Input: None

II. Public Hearing

Project 2020-005 Case 2020-05—PRVBS Minor Subdivision (final plat), Parcel 56771220007

Chairperson Nelson opened the public hearing.

Ms. Dossdall summarized the project details of the proposed minor subdivision of the parcel where Community Banks is located. She noted that the only agency comment received was from Bayfield Public Works Department regarding access from Bayfield Center Drive due to median on Bayfield Center which may restrict turns to right only. Ms. Dossdall noted that staff recommends approval of plat for development with condition of access easement be granted through property to the south as additional access to the property.

Paul Clark, Senior Vice President of Community Banks of Colorado, a division of NBH Bank, noted the bank had no projected need for the property in question, and it makes sense to subdivide to make property available for development.

Commissioners discussed recommendations presented by staff and Chairperson Nelson closed the public hearing.

III. Action Agenda

a. Approval of Agenda

Chairperson Nelson reopened the action agenda and asked for a motion to approve the agenda for January 12, 2021. Vice-chair O’Shea Heydinger moved to approve the agenda as presented. Mayor Tarkington seconded. All in favor.

b. Approval of Minutes

Chairperson Nelson asked the Commission for questions or approval of the minutes from the December 8, 2020, meeting. Commissioner Gadd moved to approve the minutes as presented. Mayor Tarkington seconded. All in favor.

c. Project 2020-005 Case 2020-05—PRVBS Minor Subdivision (final plat), Parcel 567712200071
Chairperson Nelson asked for any comment or motion regarding the subdivision project discussed in public hearing. Vice-chair O'Shea Heydinger moved to approve the proposed subdivision with the conditions recommended by staff. Commissioner Engler seconded. All in favor

d. Resolution 2021-01 Recommending to the Board of Trustees RV Park and Campground Language for the Land Use Code

Chairperson Nelson asked for any discussion from Commissioners.

Manager Sickles thanked the Planning Commission for the detailed discussion and guidance for the resolution to recommend to the board.

Vice-chair O'Shea Heydinger moved to approve the resolution as presented. Commissioner Engler seconded. All in favor.

IV. Discussion Agenda

a. Staff Reports

Manager Sickles asked the Commission to consider developing bylaws to help the Planning Commission with protocols and guidance for processes. She recommended having an annual organizational meeting at the February meeting. She stated she will develop a draft of bylaws for the next meeting. She also noted another commissioner is needed to fill a vacant seat.

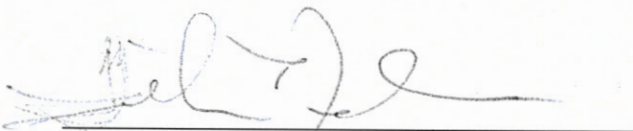
Mayor Tarkington stated that the Board of Trustees adjusted the start time for meetings and asked if the Commission would also be interested in changing start time to 6:30 pm.

The Commissioners expressed interest in shifting timing to 6:30 pm for the next meeting.

b. Adjournment

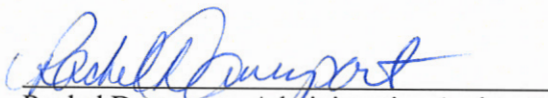
Vice-chair O'Shea Heydinger moved to adjourn and Mayor Tarkington seconded. Chairperson Nelson adjourned the meeting at 7:24p.m.

Approved:



Tish Nelson, Chairperson

Attest:



Rachel Davenport, Administrative Assistant