



**MINUTES**  
**MEETING OF THE PLANNING AND ZONING COMMISSION**  
**Town of Red Cliff Council Chambers, 400 Pine Street**  
**TUESDAY, FEBRUARY 15, 2022**

**CALL TO ORDER 6:06 PM**

**ROLL CALL**

Chairman Bob Will

Tom Henderson

Trish Marcine

Garrett Alexander

Nathalie Roy

Administrator Barb Smith

Clerk Melissa Matthews

**APPROVAL OF AGENDA**

Motion by Bob Will to approve the agenda striking the discussion & action item, seconded by Trish Marcine, unanimously approved.

**APPROVAL OF MINUTES**

Motion by Bob Will to approve the minutes, seconded by Trish Marcine, unanimously approved with Garrett Alexander and Nathalie Roy abstaining.

**P&Z APPLICATIONS**

1. Jacob & Valarie Blevins, 137 High Street & 388 Water Street: application for a site-specific development plan for a new single-family home with attached garage and accessory apartment.

Blevins presented their project and addressed the concerns that were presented in the staff memo, specifically: intentions for the attic space; the existing shed in regards to compliance with the fire code in which the applicant explained that they will ensure it complies; and the recommendation regarding lighting in which Blevins thoroughly explained his strong intentions for not only complying with dark sky requirements as well as avoiding light trespassing.

Public comments from neighbors included concerns about the current access easement, which allows for a single-family home. The applicant is planning to have an ADU (accessory dwelling unit). The applicant explained that they are completely aware of the easement restriction and the plans show that the access to the ADU is via High Street, with parking where the existing shed currently is – staff confirmed that this is a non-conforming unit that serves as a legit parking spot for this property. They will have to ensure pedestrian passage through the current concrete wall without compromising the purpose of said wall.

The Commission inquired about any potential intentions to replot these two lots. Blevins explained after discussion with Town staff, they have decided to table any action on this for now and have no intentions of abandoning or severing the other lot.

In regards to the finishes, the Blevins presented the siding types, paint colors, ground cover and roof options. The Commission had no objections to these.

Motion by Trish Marcine to recommend approval of the application for the site-specific development plan for a new single-family home with attached garage and accessory apartment at 137 High Street & 388 Water Street with the following conditions of approval:

1. The Applicant shall provide a final site plan with any building permit application to show all proposed grading (existing and proposed contours and limits of disturbance), retainage, drainage, hardscape areas, and proposed revegetation/stabilization details and specifications.
2. Any retaining walls over four (4') feet in height shall be designed by a professional engineer licensed in the State of Colorado.
3. The Applicant shall provide final details of proposed exterior lighting (cut sheets or other specifications) to demonstrate that all exterior lighting will comply with the Town's lighting standards.
4. The Applicant shall work with the Town's Building Official to verify the minimum distance required between the proposed structure and the existing shed on Lot 8, Block O. the Applicant may be required to move the proposed structure further away from the shed; or, remove the shed prior to completion of the new structure and prior to any Certificate of Occupancy being granted.

Seconded by Bob Will, unanimously approved.

**DISCUSSION & ACTION ITEMS**

- ~~1. Code discussion on Chapter 16: 16-2-10 and 16-2-20 – Continued from last meeting.~~

**ADJOURNMENT TO THE REGULAR MEETING OF THE BOARD OF TRUSTEES**

Motion by Bob Will to adjourn to the regular meeting of the Board of Trustees, seconded by Trish Marcine, unanimously approved at 6:59 PM.