



MINUTES
MEETING OF THE PLANNING AND ZONING COMMISSION
Town of Red Cliff Council Chambers, 400 Pine Street
TUESDAY, AUGUST 2, 2022

CALL TO ORDER 6:18 PM

ROLL CALL

Trish Marcine	Art Fox	Bob Will
Clerk Melissa Matthews	Administrator Barb Smith	
Planner Scot Hunn	Absent: Nathalie Roy & Garrett Alexander	

APPROVAL OF AGENDA

Motion by Trish Marcine to approve the agenda with the removal of the ‘approval of the minutes’ due to a lack of available voters, seconded by Bob Will, unanimously approved.

APPROVAL OF MINUTES

1. ~~July 19, 2022~~

DISCUSSION & ACTION ITEMS

1. Presentation of Ordinance 2, Series 2022, regarding clarifying procedures and land use application requirements.

ORDINANCE 2, SERIES 2022: AN ORDINANCE AMENDING CHAPTER 16, PLANNING & ZONING OF THE RED CLIFF MUNICIPAL CODE TO CLARIFY PROCEDURES AND LAND USE APPLICATION REQUIREMENTS

Planner Scot Hunn explained that this is the first of what will likely be many Ordinances making changes to Chapter 16 of the Town Code. This is a result of the discussion by P&Z and the BOT thus far regarding definitions and zoning districts.

Article 2 is the primary focus of these changes, with a couple of changes to Article 4 and Article 6. Throughout the year, staff would like to continue to revise the zoning map and present a more articulate/accurate map to the Board. Regarding zone districts, the main change is in regards to eliminating the Industrial Commercial District and replacing it with the new Public Facilities Commissions zoning district.

Hunn suggested a couple of additional changes: add ‘showroom’ definition and eliminate ‘manufacturing plant’ (since there is not a zone district for this purpose). After discussion, the Commission would prefer to keep ‘manufacturing plant’ in the definitions.

There was in depth discussion on the definitions around ‘site coverage’ and ‘building coverage’. The Commission recommended clarifying changes be made in this area.

There was also a discussion about heated driveways and energy impact fees / solar offsets. It was agreed to table this for a future discussion. This could fall under a new section (Site Design Standards) that could be worked on in the fall; Planner Scot Hunn will work on this.

Recommend to the Board of Trustees to approve Ordinance 2, Series 2022 with the following changes:

- Create a new definition for 'site coverage' that clearly articulates that site coverage is the cumulative amount of coverage on a parcel or lot by buildings and impervious materials.
- Create a new definition for 'building lot coverage' to better differentiate coverage on a lot or parcel by building, from other forms of coverage by impervious materials such as driveways, sidewalks, or patios.
- Add the Town's existing definition of 'short term rental' as defined in Ordinance 3, Series 2020.

Motion by Trish Marcine, seconded by Bob Will, unanimously approved.

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 7:07 PM.