



**MINUTES**  
**MEETING OF THE PLANNING AND ZONING COMMISSION**  
**Town of Red Cliff Council Chambers, 400 Pine Street**  
**Tuesday, December 19, 2023**

**CALL TO ORDER 6:01PM**

**ROLL CALL**

Chairperson Trish Marcine	Bob Will	Garrett Alexander (arrived at 6:12pm)
Aaron Burgamy	Art Fox	Administrator Melissa Matthews
Planner Scot Hunn	Deputy Clerk Chris Brown	Co-Administrator Barb Smith

**APPROVAL OF AGENDA**

Motion by Trish Marcine to approve the agenda, seconded by Bob Will, unanimously approved.

**DISCUSSION & ACTION ITEMS**

1. Grant Opportunity for Vision and Future Development Alignment

Town Planner Scot Hunn and Jen Henninger with Colorado Planning Strategies presented a plan to apply for the Administrative Planning Grant through DOLA for up to \$20,000 (with a 1:1 match). These funds would be used to: review Town plans, guidelines, vision and codes; create an existing conditions report; engage the community; and provide a final report with recommendations for next steps. Discussion by the Commission members, community members and staff emphasized the importance of community outreach to create the vision and prioritizing actions needed to reach this vision.

Planner Hunn summarized the work that has been done in the past regarding Chapter 16 revisions, and recommended that the Commission prioritize development standards, code development, and possible subdivisions.

Jen Henninger led a discussion on what the Town's vision currently is, which needs to be discussed and developed further.

Motion by Trish Marcine to recommend to the Board of Trustees to direct staff to move forward with applying for grants for the Opportunity of Vision and Future Development Alignment, seconded by Aaron Burgamy, unanimously approved.

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

Motion by Trish Marcine to adjourn to the regular meeting of the Board of Trustees, seconded by Bob Will, unanimously approved at 7:10 PM.