



MINUTES
MEETING OF THE PLANNING AND ZONING COMMISSION
Town of Red Cliff Council Chambers, 400 Pine Street
Tuesday, May 7, 2024

CALL TO ORDER 6:00PM

ROLL CALL

Chairperson Trish Marcine	Bob Will	Kevin Ives
Aaron Burgamy	Administrator Melissa Matthews	Deputy Clerk Chris Brown
Art Fox	Planner Scott Hunn (virtually)	
Attorney Richard Peterson-Cremer (virtually)		

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

1. Apr 16, 2024

Motion by Art Fox to approve the agenda, seconded by Bob Will, unanimously approved with Kevin Ives and Aaron Burgamy abstaining.

DISCUSSION & ACTION ITEMS

1. Chris Laske, Special Use Permit Application for Lot 7A, Warren Subdivision
Planner Scot Hunn introduced the application for land use. The ultimate goal of the project is to build a single family home on the lot. The owners are needing to do this in a phased manner. In order to begin, they will need to build a driveway/access road, which is not an allowed use in this zone district, hence the SUP application. Staff noted that the Miller Map Sheet and a past event (mudslide) bring up questions about whether the hillside is stable enough for this project and recommended that this be assessed by a third party such as a qualified State agency. Chris Laske presented their project and explained the work/assessments that have been done and the goals for the project, which when complete will mean that the driveway will be within the code restrictions. Laske explained that by using the soil nail wall concept, the dirt/earth behind the wall is not moved and minimally disturbed. He expressed his opposition to having a third party look at the land, especially the State. He was amenable to using the already involved company, Kumar. Discussion by the Commission included the need for additional assessments on the hillside. Staff explained that the reasoning is because town property will be affected. Additionally, the land owner will be required to submit an application for a permit to use town property. This process is explained in Town Code (11-2-60).

Motion by Trish Marcine to recommend approval, with the following conditions:

1. The Applicant shall be required to submit a complete application of the town for review of a new residential structure within six (6) months of issuance of the Special Use Review Permit and/or Grading Permit for the driveway improvements.

2. The Applicant shall adhere to the recommendations of the Kumar Report, and, specifically, that recommendations listed under “Continuing Services” of the Kumar Report (p. 8) be adhered to during construction of the future residential structure but also as part of the driveway and soil nail wall construction.
3. The Applicant be required to engage a qualified pre-existing professional geotechnical engineer to perform additional geologic hazards investigations; or, at a minimum, to review the Miller Maps and any other pertinent (existing) hazards information and provide recommendations specific to cuts and fills, compaction, and retaining/soil nail wall construction prior to commencement of construction.
4. The Applicant shall work with the Town Attorney to execute the proper legal instrument to permit use of Town property for the soil nail wall construction, along with any specific terms and conditions. This document must be fully executed prior to construction of the soils nail wall and before any encroachments onto or within Town Property.

seconded by Bob Will, unanimously approved.

ADJOURNMENT TO THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Motion by Art Fox to adjourn to the regular meeting of the Board of Trustees, seconded by Trish Marcine, unanimously approved at 7:43 PM.