



MINUTES
MEETING OF THE PLANNING AND ZONING COMMISSION
Town of Red Cliff Council Chambers, 400 Pine Street
Tuesday, January 21, 2025

CALL TO ORDER 6:12 PM

ROLL CALL

Chairperson Trish Marcine
Aaron Burgamy
Planner Scot Hunn

Bob Will
Deputy Clerk Chris Brown
Administrator Melissa Matthews

Kevin Ives (Absent)
Art Fox

APPROVAL OF AGENDA

Motion by Trish Marcine to approve the agenda striking Discussion & Action Item #2, seconded by Bob Will, unanimously approved.

DISCUSSION & ACTION ITEMS

1. Appointment of Chairperson

Motion by Bob Will to reappoint Trish as Chairperson, seconded by Arron Burgamy unanimously approved.

2. NAK properties 3 LLC 445 High St: Owner will be presented Special Review Use Permit Application for a driveway.

The property owner, Nate Krehbiel presented his plan for newly acquired property and is asking for a SRU permit to construct a driveway from High St. to access his lot that he plans to develop.

Staff explained that “driveways” are not permitted in this zone, and recommended approval noting that the applicant should be required to follow through with recommendations by Kumar and associates and that the Town’s Engineering consultant review any additional reports or investigations as part of any building or grading permit process

Public comment: Public comments were minimal and regarding inquiring about the owner’s future plans with the lot.

Motion by Trish Marcine to recommend approval of the Special Use Review permit request for a driveway, with the following conditions:

1. The Applicant shall be required to submit a complete application to 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 for Kumar Project No. 24-6-251, dated December 10, 2024, and, specifically, that recommendations listed under “Conclusions and Recommendations” of the Kumar Report (p. 2) be adhered to prior to any application to the Town for land use (new home design approval) and building permit,

including but not limited to fencing or barrier as a safety measure to catch rocks or boulders due to excavation in the upper portion of the lot and including the completion of a geotechnical study for foundation design purposes. Further, that the Applicant be required to adhere to Kumar's recommendation for observation and consultation during site excavation and future bearing testing during construction of the future residential structure and as part of the driveway.

3. All plans, geotechnical investigations, hazards evaluations and professional engineering reports or recommendations associated with the driveway and retaining wall project will be referred to the Town's consulting engineer for review and comment prior to issuance of any permits by the Town.

4. Conditional on approval of the subdivision.

The motion was seconded by Bob Will, 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 7:04 PM.