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**TOWN OF WIGGINS**

**PLANNING & ZONING COMMISSION MEETING**

**January 17, 2022 AT 7:00 P.M.**

**304 CENTRAL AVENUE**

**WIGGINS, CO 80654**

***NOTE: DUE TO THE LIMITED SEATING CAPACITY, THE PUBLIC IS HIGHLY ENCOURAGED TO ATTEND THE MEETING VIA ZOOM***

***Use the following link <https://us06web.zoom.us/j/88033536493> for the meeting.***

**MEETING AGENDA**

**I. INTRODUCTIONS**

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda

**II. Approval of Minutes**

1. Approval of the Minutes from the meeting held on September 13, 2022

**III. PUBLIC HEARING (Public Comment will be taken during the hearing)**

1. Public Hearing and consideration of a Special Use Review – Thomas Minor Subdivision Lot 1 Boat Storage
  - a. P&Z RESOLUTION 08-2022: A RESOLUTION RECOMMENDING APPROVAL OF A SPECIAL REVIEW USE FOR COW TIPPING, LLC FOR A BOAT & RV STORAGE IN THE THOMAS MINOR SUBDIVISION LOT #1.
  - b. Land Use Application
  - c. Thomas Minor Subdivision Lot 1 Site Plan

**IV. ADJOURNMENT:**

1. Closing Remarks by Chairman and/or Commissioners, and Adjournment of the Meeting.



## **MINUTES OF MEETING**

### **TOWN OF WIGGINS PLANNING AND ZONING COMMISSION September 13, 2022 at 7:00 p.m.**

#### **CALL TO ORDER & ROLL CALL**

A regular meeting of the Planning and Zoning Commission for the Town of Wiggins, Colorado was held on Tuesday, September 13, 2022 in person. The meeting was called to order at 7:11 p.m. by Commissioner Stan Baumgartner. The following Commissioners answered roll call: Commissioner Stan Baumgartner, Jerry Avey, Dan Ronning and Jim Musgrave. Chairman Jeff Palmer was absent. Staff present was Tom Acre, Town Manager; Planning and Zoning Administrator, Hope Becker and Deborah Lee, Town Clerk.

Hope Becker introduced the newly appointed Commissioner Dan Ronning.

#### **APPROVAL OF AGENDA**

Motion was made by Commissioner Jim Musgrave to approve the agenda as written with the amendment of adding an agenda item to appoint a Vice Chairman. Second was made by Stan Baumgartner. Roll Call: Unanimously approved.

#### **APPOINTMENT OF PLANNING AND ZONING VICE-CHAIRPERSON**

Hope explained that in the case of the Chairperson being absent that there is a need for a Vice-Chairperson.

Hope further explained to the Commissioners that although the Board of Trustees appointed each of them to the Board, the Planning and Zoning Commission needed to vote who their vice-chairperson would be.

Motion was made by Commissioner Jim Musgrave to appoint Commissioner Stan Baumgartner as the Vice-Chairperson. Second was made by Commissioner Dan Ronning. Roll Call: Unanimously approved.

#### **APPROVAL OF MINUTES FROM JULY 12, 2022**

Motion was made by Commissioner Jim Musgrave to approve the minutes from July 12, 2022. Second was made by Commissioner Dan Ronning. Roll Call: Unanimously approved.

#### **PUBLIC HEARINGS:**

##### **1. PUBLIC HEARING - CONSIDERATION OF A SPECIAL USE REVIEW FOR SUMMIT BAPTIST CHURCH**

The Public Hearing was opened at 7:18 pm by Vice-Chairman Stan Baumgartner.

Planning and Zoning Administrator, Hope Becker provided the staff report and information to the Commissioners regarding the application for the Summit Baptist Church Special Review application. The applicant would like to establish an early childhood development center. This will be for children from 12 months to five years of age.

Pastor Jeff Paschal, the applicant and representative for Summit Baptist Church, attended the meeting in person. He stated that the Church was working with the Wiggins Preschool to ensure they will be following the same curriculum. The hours for the center will be from 7 a.m. to 5:30 p.m. There will be a charge to cover salaries. The State of Colorado offers help for disadvantaged children through childcare programs. They will also have a security system and keys to provide secure limited access. The Director will monitor the cameras during the day.

The Public Comment was opened at 7:34 pm. Susan Turner stated she lives directly behind the church. She questioned what the parking plans were for further expansion of the center and how it would affect the streets around the church. Pastor Paschal stated that the traffic flow for parents will be done within their own parking lot and shouldn't affect traffic on the street. The State of Colorado current maximum number of kids allowed will be 30. The Public Comment section of the hearing was closed at 7:36pm.

The Public Hearing closed at 7:37 p.m.

**CONSIDERATION OF PLANNING AND ZONING RESOLUTION 05-2022:** A Resolution Recommending Approval of a Special Use Review for Summit Baptist Church to Establish an Early Childhood Development Center at 401 Second Avenue.

Motion was made by Commissioner Dan Ronning to adopt P&Z Resolution 05-2022 – A Resolution Recommending Approval of a Special Use Review for Summit Baptist Church to Establish an Early Childhood Development Center at 401 Second Ave. Seconded by Commissioner Jim Musgrave. Roll Call: Unanimously approved.

## **2. PUBLIC HEARING - CONSIDERATION OF A SPECIAL USE REVIEW FOR OUR LADY OF LOURDES CATHOLIC CHURCH**

The Public Hearing was opened at 7:40 pm by Vice-Chairman Stan Baumgartner.

Planning and Zoning Administrator, Hope Becker, provided her staff report and information to the Commissioners regarding the application for Our Lady of Lourdes Catholic Church's review. The applicant desires to construct a parish hall located at 502 Main Street. Staff suggests additional conditions to the approved resolution that:

- construction hours are from 7 a.m. to 7 p.m.; there be a landscape or fence separation screening the parking lot from the residents on 5<sup>th</sup> Avenue;
- landscape divisions between parking spaces if there are more than 12 parking spaces in a contiguous row;
- church includes an engineer's report of the new sidewalk along Main Street and an agreement with the Town for the construction of the sidewalk when the Town completes the Main Street project;
- the church will comply with ADA parking requirements that will be reviewed at the time of building permit application;
- the use of additional buildings, construction trailers, or conex boxes must be pre-approved by the Town prior to placement;
- the special review will be recorded with the Morgan County Clerk and Recorder's office.

David Wurzbach, from the Archdiocese, represented Our Lady of Lourdes Catholic Church, attended the meeting through Zoom. He said he was available for any questions.

The Public Comment was opened at 7:59 p.m. There were no public comments. The Public Comment section of the hearing was closed at 7:59 p.m.

The Public Hearing closed at 8:00 p.m.

**CONSIDERATION OF PLANNING AND ZONING RESOLUTION 06-2022:** A Resolution Recommending Approval of a Special Use Review for Our Lady of Lourdes Catholic Church for the construction of a fellowship hall located at 502 Main Street.

Motion was made by Commissioner Dan Ronning to adopt P&Z Resolution 06-2022 – A Resolution Recommending Approval of a Special Use for Our Lady of Lourdes Catholic Church for the construction of a parish hall located at 502 Main Street. Seconded by Commissioner Jerry Avey. Roll Call: Unanimously approved.

### **3. PUBLIC HEARING - CONSIDERATION OF A SPECIAL USE REVIEW FOR THE WIGGINS RURAL FIRE DISTRICT**

The Public Hearing was opened at 8:05 p.m. by Vice-Chairman Stan Baumgartner.

Planning and Zoning Administrator Hope Becker provided the staff report and information to the Commissioners regarding the application for the Wiggins Rural Fire District review. The applicant would like to place a conex box located at 701 W Central Avenue. The conex box will be placed at an appropriate distance from the rear of the existing fire station. This distance will be determined and approved at the time of building permit application. The conex box will be used for the purpose of storing chairs, tables, and other items the fire station use for community events and fire station functions.

Nathan Troudt represented the Wiggins Rural Fire District application. He confirmed the information Hope provided in the staff report and stated he was available for further questions from the Commissioners.

The Public Comment was opened at 8:11 p.m. There were no public comments. The Public Comment section of the hearing was closed at 8:11 p.m.

The Public Hearing closed at 8:12 p.m.

**CONSIDERATION OF PLANNING AND ZONING RESOLUTION 07-2022:** A Resolution Recommending Approval of a Special Use Review for the Wiggins Rural Fire District for the use of a Conex Box at 701 Central Avenue with Conditions.

Motion was made by Commissioner Jerry Avey to adopt P&Z Resolution 06-2022 – A Resolution Recommending Approval of a Special Use Review for the Wiggins Rural Fire District for the use of a Conex Box at 701 Central Avenue with Conditions. Seconded by Commissioner Jim Musgrave. Roll Call: Unanimously approved.

### **4. PUBLIC HEARING - CONSIDERATION OF A SPECIAL USE REVIEW FOR BRADY POWERS & ROBIN SEWING**

The Public Hearing was opened at 8:15 p.m. by Vice-Chairman Stan Baumgartner.

Planning and Zoning Administrator, Hope Becker, provided the staff report and information to the Commissioners regarding the application for Brady Powers and Robin Sewing for the development of RV/boat storage and development of a RV Park. The development would take place within the Walton and Thomas Minor Subdivisions located across from the Town sewer plant on CR 4. Hope provided the details of the development locations as well as well as conditions that are suggested with the approval of the Commissioner recommendation to the Board of Trustees.

Brady Powers and Robin Sewing (applicants) were present for testimony and questions from the Commissioners. Confirmed details provided by Hope in her staff report. They also provided additional details of how they would like to develop the area and what types of rules would be enforced. Pictures on the screen to the public and the commissioners were provided to show examples of how the intend the RV park to look and what types of trailers and development would not be allowed.

The Public Comment was opened at 8:55 p.m.

- Debra Irwin, 214 Agate Street - Asked how the new development would affect the water pressure on the north side of town. She currently has to work efficiently with her neighbors on a strict watering schedule just to get adequate water pressure to water the lawn. Tom Acre, Town Manager, provided responses that he could not promise anything in the meeting but committed to looking into what the Town could do in the near future for water line corrections on the north side of Town.
- Glen Neal, 105 Central Avenue – Glen stated he has a good relationship with the owners and commended the applicants for all the great clean up work they have already accomplished in all of the buildings and the surrounding property. As owner of Gateway Realty, Glen voiced concerns regarding the water pressure issues, drug trafficking, sex trafficking potential due to RV Parks. He also stated he didn't want RV Park access to be from Central Avenue. He feels that there is not enough space for trailer/truck traffic. Commissioner Musgrave responded to using Central Avenue as an access point would require CDOT permits. A conversation commenced between Robin, Hope and the Commissioners that the Central Avenue sign would be used only as signage. Entrances to the RV Park and Storage area would be off of Main Street.

There were no public comments from the zoom audience. The Public Comment section of the hearing was closed at 9:20 p.m.

The Public Hearing closed at 9:21 p.m.

The Commissioners deliberated with additional questions and concerns. Commissioner Avey voiced concerned regarding the water pressure concerns. Commissioner Avey asked if there was a way to make an additional condition to the resolution that the water pressure would have to be fixed. Tom Acre, Town Manager, responded to the concerns stating that he would talk to the appropriate engineers and get a read from them if water pressure concerns could be repaired. The repairs to water pressure would not be part of the special review resolution. Hope confirmed that the Commissioners approval is a recommendation that the use is in compliance to the Land Development Code and in the best interest of the Town to the Board of Trustees to approve the final resolution.

**CONSIDERATION OF PLANNING AND ZONING RESOLUTION 07-2022:** A Resolution Recommending Approval of a Special Use Review for Brandd Rv Park for a RV/Boat Storage and RV Park (Campground) Located in the Walton and Thomas Minor Subdivisions with conditions.

Motion was made by Commissioner Jim Musgrave to adopt P&Z Resolution 08-2022 – A Resolution Recommending Approval of a Special Use Review for Brandd Rv Park for a RV/Boat Storage and RV Park (Campground) Located in the Walton and Thomas Minor Subdivisions with conditions. Seconded by Commissioner Jerry Avey. Roll Call: Unanimously approved.

**ADJOURNMENT**

Hope Becker announced to the Commissioners that the Request for Proposals for the new Comprehensive Plan and Three Mile Plan responses were received by staff. Staff is currently analyzing the proposals to determine the top 3-4 candidates to interview and narrow down to one for presentation to the Board of Trustees. Hope also announced that the Town has received a \$6,500 grant from SIPA to assist the town with its codification of Town ordinances. So that project will be going underway. The codification of ordinances will simplify community members' abilities to look up various rules and regulations that have been passed through the Board of Trustees since the Town's incorporation in 1974.

Vice-Chairman Stan Baumgartner, upon receiving no further comments or concerns from the Commissioners, adjourned the meeting at 9:30 pm.

**Respectfully submitted:**



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Deborah Lee, Town Clerk