



**Minutes of the Regular Meeting of the
Buena Vista Planning and Zoning Commission
May 19, 2021**

CALL TO ORDER

A regular meeting of the Planning and Zoning Commission was called to order at 7:00 pm, Wednesday, May 19, 2021, at the Town of Buena Vista Community Center by Vice Chair Lynn Schultz-Writsel, Commissioners Estes Banks, Thomas Doumas, Craig Brown, and Alternate Commissioner Tony LaGreca.

Staff Present: Principal Planner Mark Doering and Planning Technician Doug Tart.

PLEDGE OF ALLEGIANCE

Vice Chair Schultz-Writsel led in the Pledge of Allegiance.

ROLL CALL

Tart proceeded with the roll call and declared a quorum.

AGENDA ADOPTION

Commissioner Schultz-Writsel called for approval of the agenda. Commissioner Brown motioned to adopt the agenda as presented, **Motion #1** seconded by Commissioner LaGreca. Motion carried.

APPROVAL OF MINUTES

Commissioner LaGreca motioned for approval of the May 5, 2021 minutes as presented. **Motion #2** was seconded by Commissioner Doumas. Motion carried.

PUBLIC COMMENT

Public comments opened at 7:03 pm. With no comments, public comment was closed at 7:03 pm.

NEW BUSINESS

Doering presented the staff report on a Special Use Permit application by Dan Berdelle for up to 10 short-term rental units for the property located at 417-419 East Main Street. Approval of the Special Use Permit does not exempt the property from future short-term rental regulations enacted by the Town.

The proposed development is one mixed-use building that would require the combination of lots 8-10 of Block 4 of the Town of Buena Vista through a minor subdivision. The development would contain commercial spaces on the ground floor with residential units above.

Staff made the recommendation to the Planning and Zoning Commission for approval of the Special Use Permit with nine conditions:

1. The Special Use Permit grants up to ten short-term rentals.
2. Approval of the Special Use Permit does not exempt the property from future short-term rental regulations.
3. The development is one mixed-use building on one lot, requiring a minor subdivision to combine the lots.
4. One off-street parking space per unit is required.

5. Owners and tenants must be notified that there is no overnight parking permitted on East Main Street.
6. Owner must pay Buena Vista School District fees per unit.
7. Owner must pay park fees per unit.
8. All commercial tenants shall maintain valid business licenses.
9. Commercial tenants are responsible for clearing ice and snow from the sidewalk in front of the building.

Applicant Dan Berdelle then gave a brief summary of the proposed development.

There was no public comment.

Commissioner Doumas asked how the code regulates hotels versus non-hotels in this instance. Doering explained that this project is condominiumized with each unit under separate ownership and with full kitchens.

Commissioner Schultz-Writsel asked if the ground floor commercial space would be for sale. Berdelle responded that this has yet to be determined.

Commissioner Banks expressed concern of whether or not this is the best use of space on Main Street. Berdelle stated that the property is walled in and provides excess of the required parking on-site. Berdelle believes that this could provide energy to East Main Street while maximizing the footprint.

Commissioner Banks followed up asking if just some of the units could be allocated towards short-term rentals, and some long-term rentals? Berdelle stated that the current proposal gives owners the option to use the units as short-term rentals, but it is not a requirement or standard.

Commissioner LaGreca motioned to approve the Special Use Permit with the conditions provided. Commissioner Banks voted against. **Motion #3** seconded by Commissioner Doumas.

STAFF / COMMISSION INTERACTION

Doering briefed the Commission on the new Planning Director position that has been created for the Town.

Staff will be seeking direction from the Board of Trustees in the coming months for changes to the Unified Development Code regarding short-term rentals.

Doering stated that the town recently purchased a 103-acre parcel north of Town to obtain the water rights associated with property.

The American Planning Association conference is this fall in Keystone. Any commissioners interested should contact staff for registration details.

The Planning and Zoning Commission meeting scheduled for June 2, 2021, is cancelled.

ADJOURNMENT

There being no further business to come before the Commission, Commissioner Banks motioned to adjourn the meeting at 8:38 p.m. Commissioner LaGreca seconded. **Motion #4** was unanimously approved.

Respectfully submitted:



Lynn Schultz-Writsel, Vice Chair



Doug Tart, Planning Technician

