

Date: Thursday, June 16, 2022
Time: 3:30 PM
Location: Hybrid - In-Person: Estes Recreation Center Classroom or Virtual, Zoom Link: https://larimer-org.zoom.us/webinar/register/WN_2WKC879ERfSsAaGf4Tk4sw

ESTES VALLEY PLANNING ADVISORY COMMITTEE MINUTES

The Larimer County Estes Valley Planning Advisory Committee met in a session on Thursday, June 16, 2022, at 3:30 p.m. at the Estes Recreation Center Classroom as well as virtually through zoom video.

Committee members present included: Drew Webb, Frank Theis, Linda Moak, Olivia Harper, and Rex Poggenpohl. Members David Converse and Mike Kennedy were absent.

Commissioner Jody Shadduck-McNally attended.

Staff present included: Lesli Ellis, Tracy Hicks, Amy White, Christina Scrutchins, Don Threewitt, and Michael Whitley.

Public present: None

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. AGENDA REVIEW
- D. APPROVAL OF MINUTES FROM MAY MEETING
- E. COMMUNICATION ITEMS
- F. PUBLIC COMMENT
- G. ACTION ITEMS
- H. DISCUSSION
- I. ADJOURN

ADOPTION OF AGENDA

Member Poggenpohl made a motion to approve the agenda.

Member Webb seconded the motion.

All voted in favor (5-0).

APPROVAL OF MINUTES FROM THE MAY 19, 2022, ESTES VALLEY PLANNING ADVISORY COMMITTEE MEETING

Member Webb made a motion to approve the minutes.

Member Moak seconded the motion.

Rex abstained from the vote.

All voted in favor (4-0).

COMMUNICATION ITEMS

Commissioner Shadduck-McNally joined for the early part of the meeting with no Communication items to address and signed off at 3:42 p.m. *during the Action Item.*

PUBLIC COMMENT REGARDING OTHER RELEVANT LAND USE MATTERS NOT ON THE AGENDA OR FUTURE PROPOSAL

None.

ACTION ITEM

ITEM NO.1 - ALDRICH-RODRIGUEZ SHORT-TERM RENTAL, FILE NO. 22-ZONE3234

STAFF PRESENTATION

Staff gave a brief presentation regarding the applicants' request for Administrative Special Review approval for a small Short-term Rental located in the existing 4-bedroom single-family residence with a maximum occupancy of four (8) total guests; two (2) guests per room. No construction or modifications to the home are proposed with this request. The subject property is currently zoned EV A1 – Estes Valley Accommodations/ Low Intensity. A Short-term Rental (STR) use that allows 10 or fewer guests is classified as a Low Intensity Accommodation use per the Larimer County Land Use Code and is permitted in the EV A1 - Estes Valley Accommodations/ Low Intensity zone district following Administrative Special Review. The EV A1 zone district is also subject to the Estes Valley short-term rental cap and waitlist. A courtesy neighbor notification of the proposed project was mailed to properties within 500-feet of the subject property. As of the date of this letter, staff did not receive any comments from neighbors.

APPLICANT'S PRESENTATION

Mr. Smith stated they already manage two other rental properties on Little Prospect Road and have been successfully integrated with the neighborhood and they will continue to manage the proposed property as best they can.

ESTES VALLEY PLANNING ADVISORY COMMITTEE MEMBER COMMENTS

Members discussed the location of the property and thought that the proposed project is appropriate.

MOTION

Member Poggenpohl moved that the Community Development Director administratively approve the Aldrich-Rodriguez Short-Term Rental, File No. 22-ZONE3234, subject to a local management company.

Member Webb seconded the motion.

All voted in favor (5-0).

DISCUSSION ITEM

ITEM NO.1 - SUMMARY OF COMMUNITY EVENT COMMENTS FOR ESTES FORWARD COMPREHENSIVE PLAN

Commissioner Shadduck-McNally re-joined the meeting at 3:53 p.m. for the discussion item

STAFF PRESENTATION

Ms. Ellis gave the following information:

- The Community Event was provided in English and Spanish to collect the most feedback from the community. The online questionnaire in both English and Spanish was available from May 7th to the 22nd and had a total of 70 submittals completed. The materials sent to the committee provided a summary for the committee to review, and Ms. Ellis summarized those materials. See Attachment A.

ESTES VALLEY PLANNING ADVISORY COMMITTEE INPUT AND QUESTIONS

- Four members of the committee attended the May 12 Estes Forward Community Choices Engagement meeting and found it disappointing in that the organization could have been completed with more opportunity to collect affective feedback.
- Members discussed and asked the following: the following phase of the Comprehensive Plan and asked how the staff feels the Comprehensive Plan is progressing? They discussed the importance regarding workforce housing, housing density, lodging tax increase, childcare programs, and the ageing population. Who and how will the policies be drafted?
- During the next phase will the community have the opportunity to give feedback? Do the consultants have the proper amount of experience with the information given to create the policies?

COMMISSIONER COMMENTS

Commissioner Shadduck-McNally asked when the community will be able to view the feedback that was received from the Estes Forward Community Choices Engagement meeting? She addressed the member's concerns regarding the lodging tax and stated the lodging tax would be placed on a ballot to be voted on by the community. She wanted to know if there was a breakdown of the online questionnaire based on Town vs. County.

STAFF COMMENTS

Staff stated the following:

- The concerns about the meeting format will be addressed.
- The Estes Forward Community Choices Engagement Summary will be available during and after the Joint Board of County Commissioners and Planning Commissioner Work Session on July 13, 2022, with an extended invitation to the Estes Valley Planning Advisory Committee to participate.
- Feedback from the community and the summaries are used to create the policies by the Larimer County staff and the Consultants.
- Open meetings in July and August will be available to allow the community to give feedback on the draft policies. With the amount of feedback and information given, staff has asked the members to continue to inform the community that feedback is still being accepted.
- The Comprehensive Plan is progressing and moving on the right path with still a lot of work ahead in the next few months.
- The online questionnaire did not have a breakdown, but the event seemed to have a good variety of the community from the Town and the County.

CLOSING COMMENTS

- Commissioner Shadduck-McNally attended the Estes Valley Childcare Group and was surprised by how welcomed she was by young families that participated in story time. She communicated that she liked seeing how diverse the event was.
- Weekly meetings regarding the lodging tax have been completed with depth conversations along with childcare and work force housing.
- Comments were made regarding Short-Terms Rental's, including reference to an article published in the Colorado Sun that Ms. White agreed to send to the committee after the meeting.
- Commissioner Shadduck-McNally closed the meeting with information that the interviews for the upcoming Estes Valley Planning Advisory Committee will be delayed and asked if member Harper could extend her term till the end of July. Member Harper accepted.

ADJOURN

With there being no further business, the meeting adjourned at 4:50 p.m. The next meeting is scheduled for July 21, 2022.