

The regular meeting of the Hayden Planning Commission was called to order by Chair Amy Williams at 7:03 p.m. Other members present were Vice Chair Michelle Lewis, Commissioner Melinda Dudley and Commissioner Carly Kelly. Community Development Director Tegan Ebbert, as well as applicant Barry Sherman, Business Aviation Group, and members of the public Ted and Kim Akers, and Randall Calvert, Flying Crown Land Group, were present.

Pledge of Allegiance Chair Williams led the Pledge of Allegiance.

Consideration of Minutes Vice Chair Lewis moved to approve the Planning Commission minutes for the meeting held on June 23, 2022 as written. Commissioner Dudley seconded the motion. Motion approved unanimously.

Meadows Subdivision, Phase 2 - Extension Request Ms. Ebbert indicated that the applicant for the Meadows Subdivision, Phase 2 has requested a one-year extension in order to file the final plat of the project. The applicant, Paul Flood, provided a letter of request that states he has experienced difficulties with the utility companies providing him with necessary information and he is now up against a fall/winter time frame for excavating. The Hayden Development Code allows for the Planning Commission to grant a one-year extension. The original request was submitted in July however the Planning Commission hasn't had a meeting is some time so the recommendation is to approve the extension from the date of request.

Motion – Extension request Commissioner Dudley made a motion to approve the one-year extension of the filing of the final plat for the Meadows Subdivision, Phase 2 to July 31, 2023.

Vice Chair Lewis seconded the motion; motion passed unanimously.

Site Plan – Business Aviation Group/Yampa Valley Regional Airport Hangers Ms. Ebbert explained that the property owner for this project is Routt County Yampa Valley Regional Airport (YVRA) and the applicant is Business Aviation Group. YVRA created a lease boundary and released a request for proposal for a private company to construct aviation hangers within the airport security boundary. Business Aviation Group was awarded the contract for the lease boundary. Business Aviation Group, will own the hanger buildings and manage leases with private users.

Business Aviation Group is proposing to construct nine (9) aviation hangers, housed in two buildings within the YVRA boundary just southwest from the intersection of County Road 51 and County Road 51A.

Mr. Barry Sherman described the overall operations of the hangers. He indicated that they will be used for private aircrafts. Each hanger will contain a bathroom but there is no anticipation that the users of the hangers will

spend much time there. The function will be to park their aircraft then leave the site.

Public Comment

Mr. Randall Calvert indicated that he is part of the Flying Crown Land Group, an entity that owns a hanger located in the vicinity of the proposed hangers within the YVRA boundary. He voiced concerns regarding the volume of parking, stating that nine parking spaces for nine hangers was insufficient and using Atlantic Aviation's adjacent Fixed Base Operation (FBO) as an example of the potential parking demand. Mr. Calvert commented that the landscaping and snow storage plans were not clear. He also had concerns regarding the architectural appearance of the structures and the short setback from County Road 51A. He noted that the building should have a decorative façade and be pushed back the 50' required for a front setback in the Open (O) Zone District.

Ms. Ebbert responded that parking has been accounted for within the hangers themselves which was part of the applicant's proposal. Landscaping has been reduced to reseeded with like grass in any disturbed areas. The Federal Aviation Administration (FAA) and YVRA would not allow the installation of trees, shrubs, and bushes in the subject area because they do not want to attract wildlife to the site in an attempt to avoid wildlife/aircraft conflict. The applicant has indicated that they will be contracting with YVRA to utilize their snow removal services. Mr. Sherman clarified that the parking area outside the fence will have private snow plowing.

Ms. Ebbert continued that the proposal meets the Town's architectural guidelines in section 7.24.200 of the Hayden Development Code with the use of changes in colors and windows to break up the structure. YVRA can elect to have more stringent architectural standards than the Town's Development Code if they so choose.

Regarding setbacks, staff noted that because this is located in the Airport Overlay Zone District, Town Staff must consult the Airport Master Plan that was created by YVRA and subsequently adopted by the Town of Hayden. The plan depicted aircraft hangers in the location of this proposed development. Staff interpreted that neither the Town nor YVRA considered this boundary to be the "front" of the airport which is further supported by the location of the lease boundary and the choice to not situate the hangers or lease boundary sited "square" to the property boundary in question. The proposal meets both the side and back setbacks in the Open Zone District. The applicant's original plans had the orientation of the building differently so it was more removed from the property boundary with CR 51A however YVRA and the FAA required modifications so their safety and access standards were met. These items factored into staffs finding that this proposal complies with the standards.

Mr. Sherman noted that this development is not an FBO like Atlantic Aviation, these are simply hangers for aircraft storage. Hanger occupants will be able to park vehicles inside the hangers. If parking becomes a constraint in the small lot, public paid parking is located down the road at YVRA's long term parking lot. The anticipation is that any necessary vehicle storage can take place inside the hangers as occupants of the hangers will have security access into the gated YVRA property.

Mr. Sherman and Mr. Calvert commented on the security access process to enter the secure boundary at YVRA and some proposed modifications to the existing fence location. Staff noted that these are FAA and YVRA operations plans not specific to this application.

Ms. Kim Akers indicated that she is a neighbor adjacent to the airport property and she is seeking clarification on airport operations such as the number of flights allowed per day. She noted that she has been increasingly concerned about the volume of flights and the impacts on area wildlife. When she purchased her property, she was assured that the airport was seasonal and there were not plans of expanding. Chair Williams responded that this hearing is only to contemplate the hangers being proposed by Business Aviation Group and suggested that Ms. Akers reach out to YVRA directly with operations questions.

Staff noted that recommended condition of approval #2 in the staff report can be removed and replaced with "The applicant shall provide an amended project narrative that reflects the removal of Building C from their development plan." Their initial plans had a third structure proposed however it was removed from the plan but unintentionally referred to in the project narrative still.

Motion – Site Plan

Commissioner Dudley moved to approve the Site Plan for 11005 County Road 51A – Business Aviation Airport Hangers at the Yampa Valley Regional Airport with the findings of fact that:

1. The Application meets the standards of the Town of Hayden's Development Code, is in general conformance with the intent and purpose of the Hayden Forward Master Plan, and preserves the health, safety, and welfare of the citizens of the Town of Hayden.

Subject to the following conditions of approval:

1. The effective date of this approval is the date upon which the Planning Commission approves the application. The approval shall expire three (3) years from its effective date, unless an application

for a building permit is made within the term of the approval or unless an application for renewal of the Site Plan approval is approved pursuant to Section 7.16.020, Hayden Development Code (HDC).

2. The applicant shall provide an amended project narrative that reflects the removal of Building C from their development plan.
3. The Applicant shall provide the lease agreement to the Town of Hayden within 30 days of the date of signature.
4. The Applicant shall obtain an access permit from the appropriate agency.

Vice Chair Lewis seconded the motion; passed unanimously.

**Hayden Development Code
Amendment – Community
Housing Standards and
School Site Dedication**

Ms. Ebbert stated that both of these proposed amendments are items discussed at prior joint meetings with the Town Council, most recently on September 15th. Following the completion of the Housing Needs Assessment and Housing Action Plan, Town Council directed staff to create a housing policy to be incorporated into the Development Code that required developers to help address our affordable housing shortage. Staff created the draft policy being presented with the intent to allow for flexibility for developers to choose between dedicating 10% of their development to specific AMI levels, contributing a fee in lieu, or contributing a significant community benefit as approved by the Town Council.

Staff were also requested to amend the School Site Dedication section of the Hayden Development Code to clarify that this section is applicable to all new residential development, not only subdivisions. In order to clarify the scope, the words “subdivision” and “subdivider” were replaced with “development” and “developer”. The numbers associated with dedication requirements were not changed.

Chair Williams spoke to her desire and intension that the Community Housing Standards are revisited regularly to make sure they are working for our community.

**Motion – Northwest Colorado
Business Park**

Commissioner Kelly moved to recommend approval of the presented amendments to the Hayden Development Code to Town Council.

Vice Chair Lewis seconded the motion; passed unanimously.



Regular Meeting _____ Hayden Planning Commission _____ October 13, 2022

Staff Report

Ms. Ebbert reviewed pending projects and upcoming meeting dates, noting that there is an application scheduled for the November 10, 2022 regular Planning Commission meeting.

Adjournment

The meeting was adjourned at 8:45 p.m.

Recorded by:

Tegan Ebbert

APPROVED THIS _____ DAY OF _____, 2022

Amy J. Williams, Chair