

The regular meeting of the Hayden Planning Commission was called to order by Vice Chair Michele Lewis at 6:00 p.m. Other members present were Chair Amy Williams, Vice Chair Michelle Lewis, Commissioner Carly Kelly, and Commissioner Charlie Cook; Community Development Director Tegan Ebbert, Project Manager Kevin Corona, and applicants Kona Ward and Jesus “Chey” Garcia were also present.

Pledge of Allegiance

Chair Williams led the Pledge of Allegiance.

Approval of the Minutes

Commissioner Kelly moved to approve the Planning Commission meeting minutes from June 13, 2024, Commissioner Lewis seconded; the motion was approved unanimously.

KW CG Work/Live Development – Lot 6, Valley View Business Park- Public Hearing

Mr. Ward and Mr. Garcia, along with Ellen Slobodnik from Yampa Valley Engineering, discussed the proposed work/live development. Their aim is to address two key issues, providing spaces for small businesses like the ones that they own and retaining their workforce by providing some employee housing. The development is designed to create a thriving environment for their businesses and offer a solution for other entrepreneurs looking to occupy a dedicated space for their business.

Mr. Ward operates a construction services company, while Mr. Garcia owns Garcia Construction, Routt Electric, and a roofing company. Both are in need of space, as current prices in Steamboat are prohibitive for small businesses. Their proposed development includes parking, garage space, and storage to help organize and streamline their operations. The applicants anticipate occupying several of the units and perhaps selling off a few in the future.

Ellen from Yampa Valley Engineering continued the presentation with a walkthrough of the proposed design. The plan features a wrap-around stone façade and a canopied entrance. The owner of Lot 6 in Valley View Business Park is proposing to construct a work/live development on the approximately 0.53-acre site. Zoned Light Industrial (I-1 Zone District), the vacant site is situated directly north of the Valley View Live/Work Condominiums.

Ms. Ebbert added that the proposal includes one building with eight work/live units. Two of these units are ADA-compliant studio apartments (Type A), while four are two-story units featuring a garage, workshop, and a two-bedroom, two-bath dwelling. The remaining two units will offer a compact 158-square-foot office/workshop space with a two-bedroom, two-bath living area above. The applicant may also pursue a condominium plat in the future, allowing for individual ownership of the units.

Motion

Commissioner Kelly moved to approve KW CG Work/Live Development – Lot 6, Valley View Business Park with the following findings of fact and conditions of approval.

Findings of fact:

1. The proposed conditional use is consistent with the Hayden Forward Master Plan and all applicable provisions of this Development Code and applicable state and federal regulations.
2. The proposed conditional use is consistent with the purpose and intent of the I-1: Light Industrial zone district and any applicable use-specific standards in the Development Code.
3. The proposed conditional use is compatible with adjacent uses in terms of scale, site design and operating characteristics.
4. The proposed conditional use will not substantially alter the basic character of the I-1: Light Industrial zone district or jeopardize the development or redevelopment potential of the I-1: Light Industrial zone district.
5. The proposed conditional use will result in efficient on- and off-site traffic circulation which will not have significant adverse impact on the adjacent uses or result in hazardous conditions for pedestrians or vehicles in or adjacent to the site.
6. Any significant adverse impacts anticipated to result from the conditional use have been or will be mitigated or offset to the maximum extent practicable.
7. Facilities and services are or will be available to serve the subject property while maintaining adequate levels of service for existing development.
8. Adequate assurances of continuing maintenance have been provided.
9. The proposed conditional use meets all the applicable standards in Chapter 10.24 Development Standards.

Subject to the following conditions of approval:

1. The conditional use permit shall be authorized and approved by a resolution approved by the Town Council.

2. The effective date of this approval is the date upon which the Town Council approves the application. The approval shall expire two (2) years from its effective date, unless application for renewal of the Site Plan approval is approved pursuant to Section 10.16.020, Hayden Development Code (HDC).

3. All exterior lighting must be downcast and opaquely shielded and in compliance with section 10.24.210 HDC.

4. One striped exterior ADA compliance parking stall shall be required on an amended site plan. Installation of this parking space shall be required prior to the issuance of a Certificate of Occupancy (temporary or permanent).

5. An amended landscaping plans that include two (2) additional trees and one (1) additional shrub shall be submitted to staff for administrative approval prior to the issuance of the building permit.

6. The property owner is responsible for designation and/or assignment of parking spaces within the development.

7. The driveways and parking areas must be paved and striped prior to the issuance of a Certificate of Occupancy/Approval.

8. All rental leases shall include the following disclosure "This property is zoned Light Industrial and therefore noise, traffic, and activities associated with light industrial and commercial activities shall be expected in the vicinity of these units."

9. The fee in lieu of School Site Dedication shall be conveyed to the Town prior to issuance of a Certificate of Occupancy in compliance with section 10.24.140 and 10.24.150 HDC.

Staff Reports

Ms. Ebbert provided an update to the Planning Commission on several ongoing projects. Among these is the comprehensive five-part Resiliency Plan, which aims to address key areas including: updating and revitalizing the land use code, enhancing the capital improvement plan and infrastructure, promoting environmental and financial resilience, and advancing community wellness. This initiative represents a continued focus for the Town Council to support and improve the welfare of the Hayden community. Ms. Ebbert also noted that there will be upcoming community outreach events designed to foster transparent communication with residents. These events will provide an opportunity for community



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members to share their opinions and engage directly with the planning process as the Development Code is rewritten.

Adjournment

The meeting was adjourned at 6:50PM

Recorded by:

Kevin Corona

APPROVED THIS _____ DAY OF _____, 2024

Amy J. Williams, Chair