

**TOWN OF BASALT  
PLANNING AND ZONING COMMISSION  
SPECIAL MEETING & PUBLIC HEARING  
Thursday March 12, 2020**

**CALL TO ORDER**

The Planning & Zoning Commission work session was called to order at 6:05 pm.

Commissioners present included Bill Maron, Joan Keefe, Rob Leavitt, Eric Vozick, and Alternate Tracy Bennett.

Staff present included Susan Philp, Town Planner; James Lindt, Assistant Planning Director; and Sara Nadolny, Staff Planner. An opportunity for the public to attend electronically was made available for this meeting, which was televised.

**AGENDA ITEMS**

Public Hearing: Basalt Planning and Zoning Commission Consideration of Adoption of 2020 Basalt Master Plan

Philp introduced this as the P&Z's formal public hearing on adopting the Basalt Master Plan. The scheduled date for the adoption of the Plan is March 17<sup>th</sup>, next Tuesday, at a joint meeting with the Town Council. Both boards will be called to order and open the public hearing. If there is any remaining public comment it will be taken at that time. There will be deliberation by both boards. Philp said the P&Z will vote to adopt the Master Plan before the Council's vote to adopt the Master Plan. Both boards will consider adoptions by resolution.

Philp said on the following day the Town Council is considering a resolution to conduct meetings remotely, which will include any of the Town boards. She advised the public to check the news section on website to find out what is happening with upcoming meeting.

Philp explained that for the current public meeting the public can email Philp their questions, name and phone number and Philp will call them if there is anything they'd like to say during this public hearing. She also encouraged written comment by tomorrow, March 13<sup>th</sup> so they can be given to the P&Z and Town Council for consideration.

Philp said this is a public hearing, and Dave Dixon (Cushing-Terrell) is attending the meeting by phone and will run quickly through the process and then they will open the public hearing. She mentioned there have been some suggested changes that they will go over, which are outlined in paper copies available to the public on the table at the rear of the room.

Dixon said he'd start by summarizing some of the background. The process is currently at the final step. Dixon showed the placemat of the public input process that captured over 5,000 data points of high-quality data. He said he is proud of the process and the results they received.

Dixon said the top three issues from the public comment included resolving government issues, density over sprawl, and increasing affordable housing options which carried through the planning process. Dixon showed the draft Master Plan's Table of Contents and the plan elements. He said the Plan was organized from the public input process into eight themes that were value themed. The themes are value oriented, with goals and objectives that are broad statements and funnel down to the action items and list of projects to implement those broad statements.

Dixon said there were four focus areas within the Strategic Framework and Strategic Work Plan which were translated into planning themes. It went from four broad, strategically focused themes into the eight visionary land use planning themes.

Dixon noted that the team worked very hard on the Goals & Objectives which were tested with the public and committees and received feedback that was then incorporated into the Draft Master Plan.

Dixon introduced the Implementation Plan, where the rubber meets the roads. He showed the Three-Mile Planning Area on the future land use map. He mentioned the area is about 45,000 acres of space and future land uses were applied to the area. In West Basalt a new El Jebel growth boundary was incorporated, a slightly restrained in-Town urban growth boundary (UGB) was created, and Eagle County's Tree Farm project was incorporated based on the location of the approved development. No significant changes were made. Dixon said there were nine Key and Primary parcels that are important to the Town's fabric. These parcels were examined in more detail.

Dixon introduced the Jadwin-Stott Primary Parcel where a land use framework was created for the site. The Southside Primary Parcel increased employment focus and land uses that accommodate employment and job creation. Limited growth is recommended currently due to constraints.

Dixon said the Meyer Ranch property is a future thinking area that will require collaboration with Pitkin County, designated in Gray. Philp added that the study with Pitkin County will include all acres within unincorporated Pitkin County as well as the 17 acres included within the growth boundary.

Dixon said the team explored density bonuses with a theme that the Master Plan relies on density bonuses to get to items that the Town wants. Through feedback, these are some of the things that were recognized as what we'd like to allow. The team performed a scan of nation-wide best practices to see how density bonuses are used in other communities and areas. Dixon showed an excerpt from the Draft Master Plan for the Jadwin-Stott parcel indicating how the bonuses would be used and guided within the Plan. The same framework was created for the Southside Parcel.

The Meyer Ranch property was treated differently due to a need for more strategic planning for the site. A joint planning effort is recognized with Pitkin County.

Dixon showed the thirteen top Projects that arose from online and in-person voting shown with the top three issues being affordable housing, connectivity, and greenhouse gas reduction.

Susan asked Dixon to jump to the slide with the key parcels and number of dwelling units. She said that on this table we wanted to point out that we clarified the asterisk's here so that the one the asterisks refers to some of the densities being in addition to the existing units on the property. She said that the other clarifies that the Kittle river property has the potential for three new units and indicated that the number of units for that property will be part of a subsequent process.

Philp said that at the meeting two days ago an addendum was created with additional text suggested for clarification of the intent. Since that time Staff worked with the Town Attorney on other items, so there is more language in the handout than was previously seen on Tuesday. She said the language basically states that development of housing outside of the Town or El Jebel's UGB is not supported.

Philp continued with a clarification of the AH designation. This section inserts language that talks about good locations for partnerships to provide affordable housing. The Town may look for ways to increase the percentage of affordable housing in granting land use concessions. Generally, what is envisioned is that significant increases above the code will require partnerships with other entities, such as Habitat for Humanity, the Archdiocese, Counties, etc.

Philp said that language is being inserted about infill because it wasn't specific in the Plan outside of the Key and Primary Parcels.

Philp said the next amendment deals with inserting policies under annexation and regional growth. That section of the Goals and Objectives talks about Town Code issues. The first one refers to location and extent, which is when another entity is trying to do a land use application in the Town of Basalt. Philp said there is language in the state law that gives that local district the ability to pursue their application without going through a full robust process in the Town. The additional language states that the Applicant would have to provide the Town an access control plan and other documents as requested by the Town to reasonably determine the impacts of the development and conformance with the Master Plan.

Philp said that item 8.G is also new and is additional language encouraging annexation into the Town of Basalt in areas of the UGB, particularly in East Basalt. It also says the Town doesn't support upzoning without annexation and should remain at current levels of approvals unless annexed into town. She added that the Town does not support providing public water or sanitation without annexation into the Town, which would apply to areas like the Jadwin parcel.

Philp said the last point deals with clarification on how amendments are made to the Plan. There are two options which respect the integrity of the Master Plan, the public work and input provided from committees, and acknowledges that the Plan may be amended. The first requires a comprehensive study, which is already required for the Pitkin-Basalt Junction (PBJ) and Meyer Ranch areas where it is envisioned that subarea plans will be created. She said this is how past comprehensive efforts were done, such as the Two Rivers Road Master Plan.

Chair Maron said that this doesn't speak to a similar level of public outreach that the rest of the Master Plan had. Philp agreed that his point is valid. She read language that includes the Town planning staff advising the Town about the level of public input. Chair Maron said that he feels the language should be enhanced.

Philp said the second option has to do with individual map or text amendments being proposed for particular property saying that is generally discouraged and a development proposal can request a change in conjunction with a development application. She said the language gives some guidance to ensure it doesn't violate the integrity of the Plan. If there is an increased number of applications, we may want to revisit the process or do a more comprehensive Master Plan amendment. Philp said that every time the Master Plan is amended it requires a public hearing and approval by Resolution. The alternative to this section was provided by Town Attorney, Jeff Conklin, who thought another option is to just do the amendment section through the Code. Philp noted that there are pros and cons of both ways.

Commissioner Leavitt said it makes sense to include the language. Chair Maron and Commissioner Keefe agreed. Philp said the language could be expanded to be more robust regarding the public process. Chair Maron added we shouldn't need a big public process for every small change, only where the Plan is being substantially modified.

Philp said the Master Plan is scheduled for approval on Tuesday. The team is going through the document one last time to ensure consistency, will make minor corrections as needed and the upload the document.

Commissioner Leavitt asked for clarification on a point discussed earlier, that partnerships can lead to increased density. Philp replied this applies to significant affordable housing projects. Commissioner Leavitt reviewed the language and said he had missed the percentage piece, noting that it doesn't allow for an increase in the overall density. Philp said that the Town doesn't have the negotiating ability with in-Town projects that can be had with annexations. She said the language acknowledges that for significant increases over the Town requirement other partners would likely need to be involved to make it work. Philp said the language also acknowledges that to have land use concessions the Town would be looking to have more affordable housing than the Code requires. Deed restricted affordable housing is highly desired so site specific adjustments may be accepted on the Future Land Use Map that doesn't support residential or specific density. Commissioner Leavitt expressed that he is good with that. Chair Maron likes the flexibility and asked if we still have a mechanism to adjust the UGB. Philp said that yes, with an amendment to the Plan.

Chair Maron opened the public hearing at 6:44 pm. None present. Philp received an email from Tom Newland who asked for clarification about whether amendments can be made by the proponent property owner/developer or is this precluded by the language just presented. Philp answered that it would be allowed. Philp read the language being proposed. She said we recommend taking out the reference to spot zoning as this is a Master Plan.

Newland said he is speaking to the Master Plan amendment slide, not the Three-Mile Plan. Philp replied that the Three-Mile Plan is the entire Plan, so it does apply to any property, whether in East or West Basalt.

Commissioner Leavitt expressed that the language "if the Town begins seeing a lot of amendments to the Plan" is vague and too loose. Lindt replied that Staff talked through that. When one amendment comes forward Staff and the review board don't know if more will follow, so we wouldn't have a good gauge for a specific number. Philp told Commissioner Leavitt to feel free to propose changes to that section. She said that if the Plan is kept current, she is hopeful that there won't be a lot of amendments. We want to honor the integrity of the Plan with any amendments.

Chair Maron closed the public hearing at 6:50 pm and opened the meeting up for Commissioner discussion.

Commissioner Leavitt reiterated that he has some issues with the grammar.

**M/S VOZICK AND LEAVITT MOTION TO CONTINUE THE PLANNING AND ZONING COMMISSION'S CONSIDERATION OF THE ADOPTION OF THE 2020 BASALT MASTER PLAN TO MARCH 17, 2020. MOTION CARRIED BY A VOTE OF 5 to 0.**

**M/S BENNETT AND LEAVITT TO ADJOURN REGULAR MEETING AT 6:53 PM. MOTION CARRIED BY A VOTE OF 5 to 0.**

The meeting was adjourned at approximately 6:53 pm.

TOWN OF BASALT  
PLANNING AND ZONING COMMISSION

By   
William C. Maron, Chair

Attest   
Susan Philp, Planning Director

The meeting can be viewed in its entirety by going to Grassroots Network website at [www.grassrootstv.org](http://www.grassrootstv.org)