



# Grand Lake Planning Commission

Wednesday, November 02, 2022 at 6:30 PM

Town Hall - 1026 Park Ave. \* Participation In-Person Only\*

*The Town of Grand Lake upholds the Six Pillars of Character:  
Citizenship, Trustworthiness, Respect, Responsibility, Fairness and Caring*

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## AGENDA

1. Call to Order: Heather MacSllarrow called meeting to order at 6:31 PM
2. Roll Call  
PRESENT  
Vice Chairman Heather MacSllarrow via zoom  
Commissioner John Murray  
Commissioner Judy Burke  
Commissioner Heather Bishop  
Commissioner Greg Finch  
ABSENT  
Chairman James Shockey  
Commissioner Christina Bergquist  
**Motion to excuse James Shockey** for a parent/teacher conference made by Commissioner Bishop, seconded by John Murray. **Motion passed 5:0**, Voting Yea: Vice Chairman MacSllarrow, Commissioner Murray, Commissioner Burke, Commissioner Bishop, Commissioner Finch  
**Motion to excuse Commissioner Bergquist** for commuting from Denver made by Commissioner Bishop, Seconded by Commissioner Burke. **Motion Passed 5:0**; Voting Yea: Vice Chairman MacSllarrow, Commissioner Murray, Commissioner Burke, Commissioner Bishop, Commissioner Finch
3. Consideration to approve Meeting Minutes  
Motion to approve the minutes from **10-05-22** with the edit to include the motion to excuse Greg Finch included. Motion made by Commissioner Murray, Seconded by Commissioner Burke. **Motion passed 3:0:2** Voting Yea: Vice Chairman MacSllarrow, Commissioner Murray, Commissioner Burke Voting Abstaining: Commissioner Bishop, Commissioner Finch
4. Unscheduled Citizen Participation: none
5. Conflicts of Interest: None: Voting Nay: Vice Chairman MacSllarrow, Commissioner Murray, Commissioner Burke, Commissioner Bishop, Commissioner Finch
6. Items of Business: none

## 7. Items of Discussion

### A. Discussion of ADU, Hotel/Motel Definitions in Municipal Code 12-2-6

Item of Discussion presented by Community Development Director Kim White regarding Hotel Motel Definition. Director White states that the definition for a hotel motel in the town code is very similar to other structures with less than 30 days occupancy. The main difference being that there is a centralized reservation office for a hotel/ motel, and the definition in the Grand Lake Code does not mention this. It is suggested that our definition be updated to include the mention of the centralized reservation.

Commissioner Murry asked for clarification if the centralized reservation system on site. Director White explained that the current proposed definition does not state that it needs to be on site.

Vice-chair MacSllarrow interjected that to identify a distinction between short term rental definition such as Airbnb's the definition should state 'on-site'. Commissioner Finch noted that if a person were to use a booking system such as Expedia the definition could become muddled fast. Vice-chair MacSllarrow remarked that though there may not be a centralized reservation system there is an individual or group managing the facility, suggesting that instead stating there is a centralized management system. Commissioner Finch agreed commenting that that section of the definition should be broader. Commissioner Burke interjected that there are hotels with out individuals managing, noting her personal experience. There was discussion regarding how to properly note the differences between a centralized revelation system and having management on site. Director White proposed that the planning commission moves to have the town attorney research the definition phrasing and bring it back at a future meeting. All were in favor.

Item of Discussion presented by Community Development Director Kim White regarding Accessory Dwelling Unit Definition. Director White stated that the definition proposed would remove the section requiring the ADU to be attached to the primary structure, stating that it can be attached or not attached. Commissioner Burke had comments regarding the ADU definition. She was concerned that people would not adhere to the current code requiring one driveway unless it is brought before the commission for a variance. Discussion continued including clarification on process for changing the ordinance.

Commissioner Finch inquired if all detached ADUs would be brought before the planning commission to confirm that they meet current codes. Director White added that there are already plenty of rules regarding attached ADUs the question at hand is what the difference between is a detached and attached ADU. Clarification was made that the detached ADU would still have to adhere to the current structural codes including setbacks and fire codes that are referenced into the town codes.

Vice-chair MacSllarrow agreed that there are many 'what ifs' but stated that since there are already so many guidelines for ADUs and structures already in place it would be wise to move forward with the change and then revisit as variance requests are made. Commissioner Burke agreed that there are too many questions, and the commission would not be able to answer all of them, but she would like to see answers to questions that we already have. There was questions regarding water and sewer, Director White clarified that they would need to be separate water tap and Three Lakes would be in charge of the sewer tie in.

Commissioner Burke directed attention to clarifying how many individuals would be living in one dwelling. Discussion was made amongst the commission members noting the how it was defined by other municipalities. Suggestions were made to go by number of rooms or square footage of room. Vice-chair MacSllarrow question why the town would implement a resident restriction on ADUs and not primary dwellings. Vice-chair MacSllarrow went on to note that the main concern would be an

individual building an apartment building style ADU, questioning the height and square footage maximums of an ADU. Director White did note that there are already maximums for all structures within the municipal code. Director White also noted that we already do not allow short term rentals in ADUs so that there is no need to review that. The conversation was then returned to the maximum number of people living in an ADU by Commissioner Burke. Vice-chair MacSllarrow stated that this is more of a question for first responders. Adding that she does not see it as an issue. Commissioner Finch cited that short term rentals are required to be inspected by the fire marshal and that would determine the occupancy. Suggesting that the same process be done for ADUs. Director White countered that this is not a process we would use for primary dwellings. Commissioner Finch agreed that it would be a use by right as with primary dwellings. It was suggested that each commission members sends their concerns to the Community Development Department so that it can be reviewed and discussed at a future meeting. Commissioner Burke stated that fireplaces were a concern as the County only allows one fireplace per dwelling. She also mentioned the use of ADUs as a Bed and Breakfast. Commissioner Burke continued that she is concerned that this is a 'solution for affordable housing' and whether it would be conditional use or not. Commissioner Murry interjected that this seems more slated for individuals to use for personal use due to costs and that there should not be a concern for a large influx in for-profit ADUs being erected. Commissioner Finch requested clarification on the use by right accessory structures and the difference between an ADU. Director White clarified that you can not live in an accessory structure, it does not have water and sewer.

Vice-chair MacSllarrow brought back the idea that the commission review the current code and send list of their concerns or ideas to Director White, which will then be reviewed at the next Planning Commission meeting on December 7<sup>th</sup>, 2022. That was agreed on by all. It was also agreed that the lists of concerns will be sent to Director White and the rest of the commission no later than December 2<sup>nd</sup>, 2022.

#### 8. Future Agenda Items

Attorney Krob will be at the 12/7 PC meeting to go over planning commission rolls and responsibilities. The new public works director started on 10/28/22 and is Matt Reed.

Vice-chair MacSllarrow stated that she would like to add a future agenda item: To review the possibility and enact an ordinance regarding the replacement of removed trees in the town.

#### 9. Adjourn Meeting

At 7:31pm motion made by Commissioner Murray, Seconded by Commissioner Finch **Motion passed**  
**5:0** Voting Yea: Vice Chairman MacSllarrow, Commissioner Murray, Commissioner Burke, Commissioner Bishop, Commissioner Finch

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Attest

Clerk, Alayna Carrell

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Chairman Shockey