

- I. CALL TO ORDER
- II. ROLL CALL
- III. REVIEW AGENDA
- IV. CONSENT OF MARCH 12, MINUTES (NO QUORUM IN APRIL)
- V. NEW BUSINESS
 - a. Review + Action/Direction Commercial Building Permit – Creede Baptist Church
 - b. Review + Action/Direction Commercial Building Permit – MMP Properties
 - c. Review + Action/Direction Commercial Building Permit – Mineral County Public Health Dental Addition
 - d. Update on Brennand/Myers/LaMee Property – Dooley
- VI. OLD BUSINESS
 - a. Continue Rio Grande Avenue Vacation Planning
- VII. ADJOURN

POSTED 4/5/13

OPEN TO THE PUBLIC

**PLANNING & ZONING COMMISSION
CITY OF CREEDE, COLORADO – A TOWN
March 12, 2013**

REGULAR MEETING

The Planning and Zoning Commission of the City of Creede – a Town, County of Mineral, State of Colorado, met in the Creede Town Hall at the hour of 5:30 p.m. There being present at the call of the roll the following persons:

COMMISSIONERS PRESENT: Rex Shepperd, Avery Augur, Eric Grossman, Kay Wyley, Lauri Jordan
COMMISSIONERS ABSENT: Frank Freer

Commission Chair Augur, presiding, declared a quorum present:

Those members of staff also present were as follows: Clyde Dooley, Town Manager
Randi DePriest, Town Clerk

AGENDA

Town Manager Dooley requested that direction on a commercial business building permit be added to New Business item a. Commission Chair Augur asked that his resignation be added as item VII. Commissioner Shepperd moved and Commissioner Jordan seconded to approve the agenda as amended. The vote was unanimous. Commission Chair Augur declared the motion carried.

CONSENT OF FEBRUARY 12, 2013 MINUTES

A correction was made to the February 12, 2013 meeting. Commissioner Jordan moved and Commissioner Freer seconded to approve the February 12, 2013 minutes as amended. The vote was unanimous. Commission Chair Augur declared the motion carried.

NEW BUSINESS

REVIEW + ACTION/DIRECTION COMMERCIAL BUILDING PERMIT—WHITMORE FINANCIAL REMODEL BUILDING PERMIT 13-02

Debbie & Paul Whitmore were in attendance and the remodel of their newly acquired property was discussed. Questions were asked and answered. Commissioner Shepperd moved and Commissioner Jordan seconded to direct Manager Dooley to process Commercial Building Permit 13-02 for Whitmore Financial by Creede Building Inspector Review. The vote was unanimous. Commission Chair Augur declared the motion carried.

DISCUSSION/LEGAL ADVICE ON EASEMENT AGREEMENTS

Town Associate Attorney Merideth VanHorn was available to answer questions and define whether an Easement Agreement or an Encroachment Agreement should be used for Creede Gifts & Gas and Kip's Grill. She explained that the two documents basically achieved the same thing, but that an Easement Agreement generally held more weight with a lending institution or a title company because it gets recorded and is part of the property title. The Commission discussed the Agreements and directed Manager Dooley and Attorney VanHorn to proceed by drafting an Easement Agreement for the properties to consider at the April meeting.

GANT EASEMENT DISCUSSION

Manager Dooley informed the Commission that Evelyn Gant requested that the Easement Agreement the City held on her property be terminated as it is no longer used. Dooley clarified where the easement was. Commissioner Jordan moved and Commissioner Freer seconded to recommend that the Board of Trustees relinquish the easement on Evelyn Gant's property at 1 Silver Drive. The vote was unanimous. Commission Chair Augur declared the motion carried.

UPDATE ON THOMPSON/PIZEL/ARCHIBALD RE-PLAT

Manager Dooley explained that the boundary issues had been resolved and that the due process would be scheduled at the upcoming Board of Trustees meeting.

UPDATE ON BRENNAND/MYERS/LAMEE PROPERTY

Dooley informed the commission that the county commissioners were preparing a Commissioner's Deed for a Quit Claim Deed on the adjacent properties so the replat could move forward with a Boundary Agreement.

ONGOING DISCUSSION

RAILROAD RIGHT-OF-WAY – RIO GRANDE AVENUE PARKING LOT & VACATION

Commission Chair Augur presented a Master Plan for the Railroad Right-of-Way. He explained that he had prepared the document in preparation for his resignation in hopes that the work would continue on the Rio Grande Avenue Vacation. He notated what process needed to be followed along each boundary line and addressed what each different boundary issue may look like. The Commission discussed the Master Plan and agreed that, while it may not be possible to follow it exactly, it would be an excellent guide for the upcoming process. Commissioner Freer moved and Commissioner Jordan seconded to recommend approval of the Master Plan of the Railroad Right-of-Way for use in future planning of the area. The vote was unanimous. Commission Chair Augur declared the motion carried.

RESIGNATION OF COMMISSION CHAIR AUGUR

Commission Chair Augur explained that he would be heavily involved in the upcoming processes required to build the new school in the Creede America Subdivision and he did not feel that a conflict of interest could be avoided if he continued his service on the Commission. He offered to provide planning materials and consulting on a pro-bono basis. The Commissioners thanked him for his hard work and service. Commissioner Freer moved and Commissioner Jordan seconded to accept Augur's resignation. The vote was unanimous. Commission Chair Augur declared the motion carried.

ADJOURN

There being no further business to come before the Planning and Zoning Commission at this time, Commissioner Jordan moved and Commissioner Freer seconded that the meeting be adjourned at 6:28 p.m. The vote was unanimous. Commission Chair Augur declared the motion carried.

Respectfully submitted:

Randi DePriest
City Clerk/Treasurer

MEMORANDUM

TO: Planning Commission
FROM: Clyde Dooley
SUBJECT: Dental Clinic
DATE: May 10, 2013

We received a building permit application from Mineral County yesterday for a new Dental Clinic in the vicinity of the health clinic. Attached are the preliminary documents we received with the application including a Google map view. I've asked Les for a site plan and copies of deeds. At this point I *think* we can get by without a survey as it looks like the proposed structure is going to be located well within the outside property boundaries. There is a question about the zoning that should be answered with the site plan. Other questions to be answered include:

1. There might be some complications with utility lines we need to check out.
2. The application refers to an addition, but the floor plan has four walls and this will affect the first concern.
3. The floor plan shows internal dimensions and we need the total foot print.
4. We also need to know about any piped oxygen or gas use.

Without a doubt I think this application should be reviewed by Rio Grande County Building Department. Once they finish the review I'll ask Ramona how she feels about the perceived perception of conflict of interest for inspecting the project.

City of Creede Building Permit Application

Permit Number: _____ Application Date: 5/14/13 Expiration Date: _____
 Property Owner(s): Mineral County Phone: 719-658-2300
 Address: P.O. Box 70 City/State/Zip: Creede, CO 81130
 Address of Job Site: 802 Rio Grande Ave, Creede CO 81130
 Contractor: To Be Determined Phone: _____
 Subdivision: Parts of Tract 50 Block: 24 Lot(s): 15, 16, 17, 18 Zoning: B-2
SOUTH CREEDE

Will you need Water Tap? Y/N, Sewer Tap Y/N, Water Meter Y/N, Cross-Connection Control? Y/N.
 Attach a Utility Permit, if applicable. If not applicable, explain. - Renovation / Addition to existing Structure

Type of Building/Construction (check all that apply)

<u>Type of Construction</u>	<u>Construction Material (B)</u>	<u>Type of Heating</u>
New Building <u>X</u>	Wood / Metal <u>X</u>	Propane _____
Remodel <u>X</u>	Masonry <u>X</u>	Electricity <u>X</u>

Other (Ex. New house, addition, deck, accessory building, remodel etc.)

Renovation of unused ambulance back-in and addition of 16' of new structure

Proposed Use: Residential; Single Family _____ Multi-Family _____ Other _____
 Commercial (Explain) Dental Clinic

✓ Provide Site & Building Plans. Please see item 2 of Building & Utility Permit Procedures for clarification on plan requirements.

(1) Dwelling/Main Building Total Height: _____ Floors: _____ Lawn Area: _____ s.f.(Est.)

1st floor W _____ x D _____ = _____ s.f.

2nd floor W _____ x D _____ = _____ s.f.

(2) Garage/Storage/Accessory W _____ x D _____ = _____ s.f.

(3) Carport W _____ x D _____ = _____ s.f.

(4) Deck W _____ x D _____ = _____ s.f.

Total S. F. 704 S.F.

To calculate Valuation, take Construction Material amount from Valuation Data and multiply by the Square Footage. (calculate different construction material separately.)

(1) Construction Material _____	X	Total SF _____	= \$ _____
(2) Construction Material _____	X	Total SF _____	= \$ _____
(3) Construction Material _____	X	Total SF _____	= \$ _____
(4) Construction Material _____	X	Total SF _____	= \$ _____
(1) + (2) + (3) = (4) = Total Valuation			= \$ _____

(continued on next page)

If you are not building a new structure, but simply reconstructing or remodeling, obtain an estimate from your contractor(s) for your Valuation and use the same formula shown above.

Other Valuation: \$ 200,000

To calculate your building permit fee, use the Valuation Table provided in your packet. Add all your Valuations together for your Total Valuation. Use the following formula to arrive at your Building Permit Fee.

Base \$ _____ + (_____ x _____) \$ _____ = Total Fee: \$ _____

Notice

The undersigned hereby declares that they are the legal owner(s) or legal representative(s) of the subject property and holds the City of Creede harmless of attesting or recognizing for the purpose of this permit any private ownership. In consideration of the issuance of this permit, the undersigned hereby agrees to comply with all applicable regulations, ordinances and codes in the construction of the proposed structure for which this permit is granted and further agrees to allow reasonable access for inspection per 104.6 of the 2003 IBC and that if the regulations, ordinances and/or codes applicable to this permit and construction hereunder are not fully complied with, this permit may be revoked by written notice from the Building Inspector. The undersigned also agrees to be responsible and pay for any cross-connection control/backflow prevention inspections per Resolution 2010-10.

THIS PERMIT IS NOT VALID UNTIL PAID IN FULL AND SIGNED BY ALL PARTIES BELOW.

Applicant: MINERAL County, Lela Cobble County Admin. Date: 5/9/2013

Use Tax Paid to County: -0- By: Lela Cobble Date: 5/9/2013

Town Approval: _____ Date: _____

Building Inspector: _____ Date: _____

EQR (Equal Residential Unit) estimate: _____ This figure may be adjusted as necessary

FOR ADMINISTRATIVE USE ONLY

DATE APPLICATION RECEIVED 5/10/13

COMMERCIAL ☒

RESIDENTIAL ☐

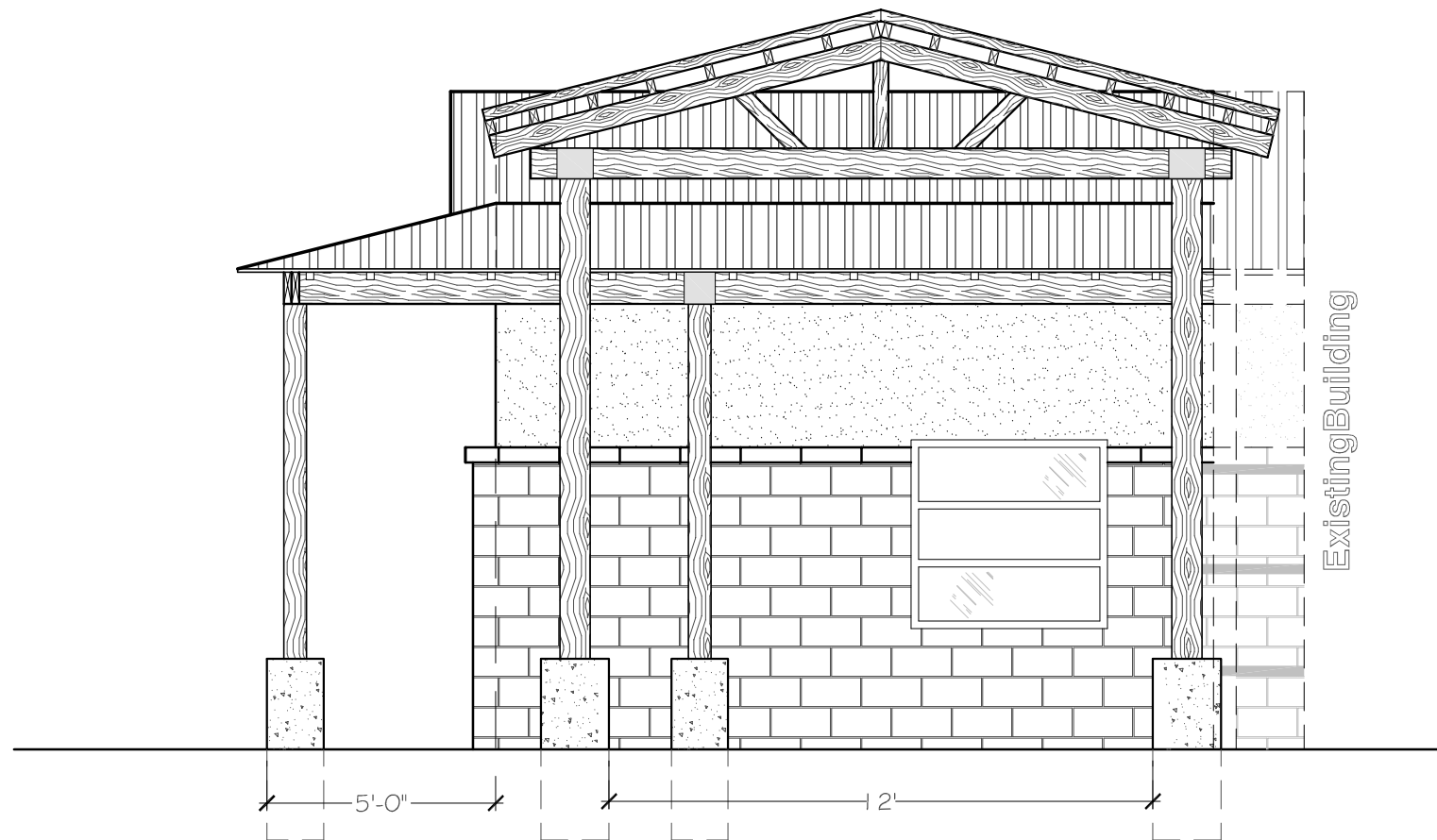
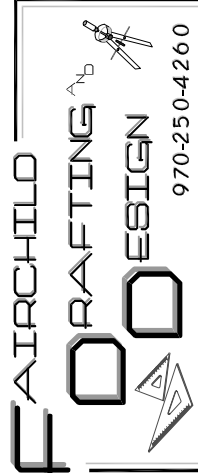
COMMERCIAL PLANNING & ZONING REVIEW DATE 5/14/13

RESULT _____

COMPLETION & CO DATE _____

FEES PAID IN FULL DATE _____

Drawn By: kdf 2/27/13
Revisions: kdf 3/15/13
kdf 3/30/13



West Elevation

Scale: 1/4" = 1'-0"

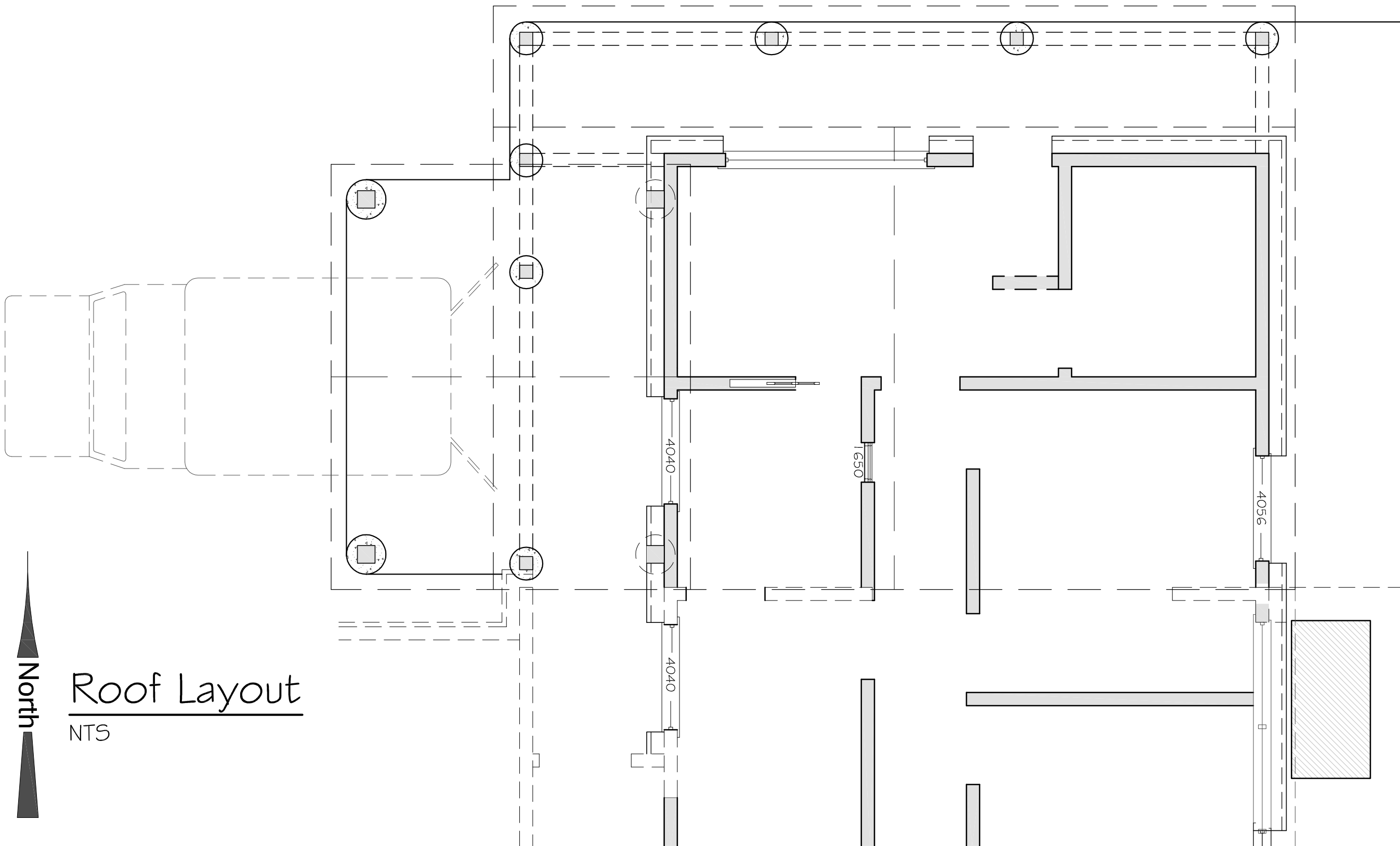
PROJECT:

Proposed Dental Office
Creede, Colorado

Sheet:

A-5

West Elevation



Roof Layout

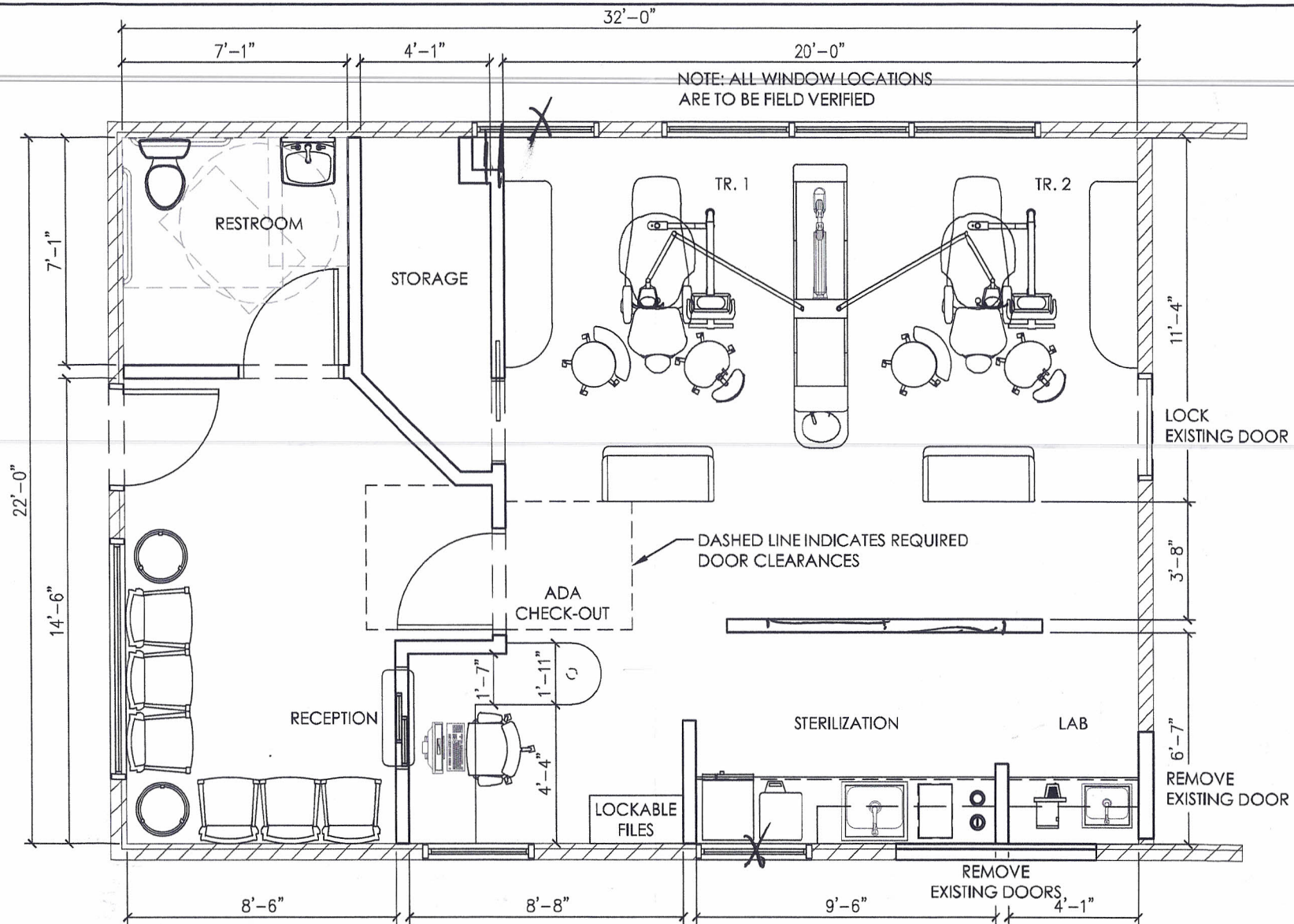
NTS

Drawn By: kdf 2/27/13
Revisions: kdf 3/15/13
kdf 3/30/13

F AIRCHILD
RAFTING
DESIGN
970-250-4260

PROJECT:
Proposed Dental Office
Creede, Colorado

Sheet:
A-2
Roof Layout



ALL DIMENSIONS ARE ESTIMATES BASED ON A PARTIALLY DIMENSIONED BLUEPRINT (NOT TO SCALE) PROVIDED TO THE NATIONAL DESIGN GROUP. AS-BUILT DIMENSIONS MUST BE JOB-SITE VERIFIED BY A HENRY SCHEIN DENTAL EQUIPMENT REPRESENTATIVE.

NOTE: LOCATION OF THE DENTAL MECHANICAL CLOSET IS TO BE DETERMINED.

© 2013 by HENRY SCHEIN, INC.

SCALE: N.T.S.

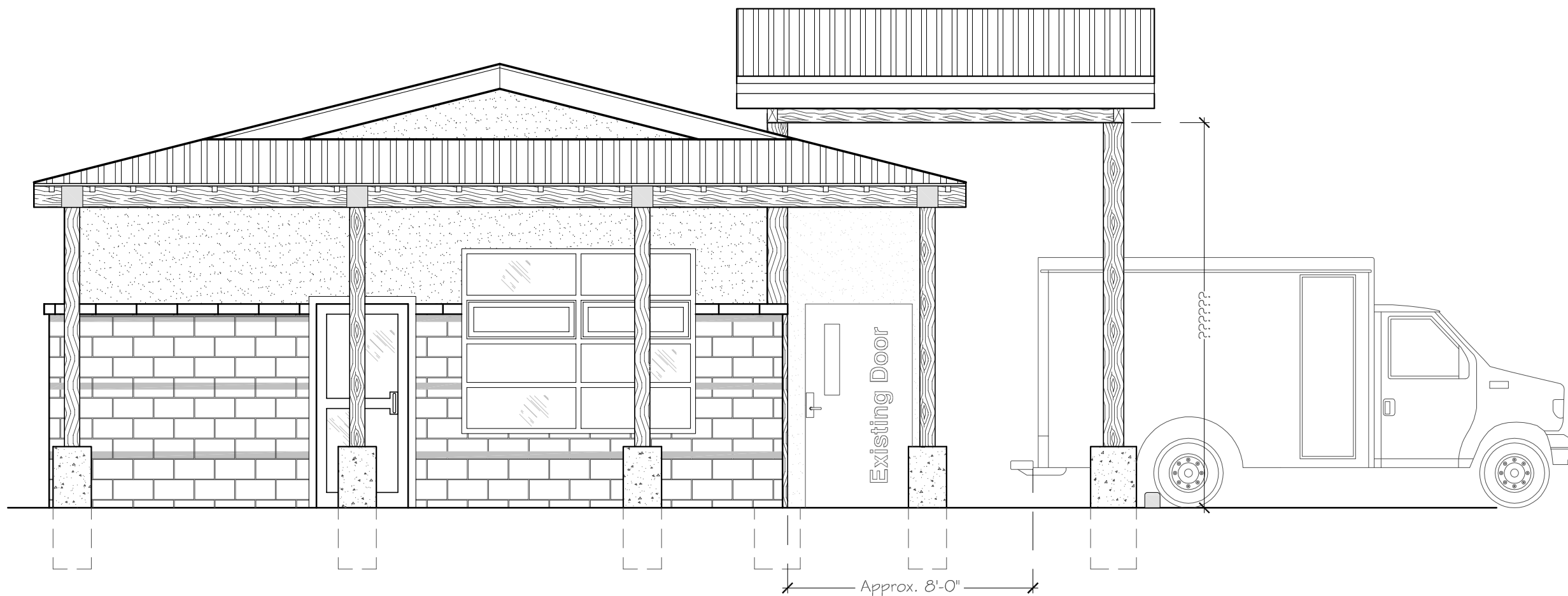
HENRY SCHEIN®
DENTAL

PRELIMINARY DESIGN

P:\WEST\DENVER\MINERAL-1
04/04/13
GLN
704 INTERIOR SQ. FT.

Drawn By: kdf 2/27/13
Revisions: kdf 3/15/13
kdf 3/30/13

F AIRCHILD
RAFTING &
DESIGN
970-250-4260



North Elevation

Scale: 1/4" = 1'-0"

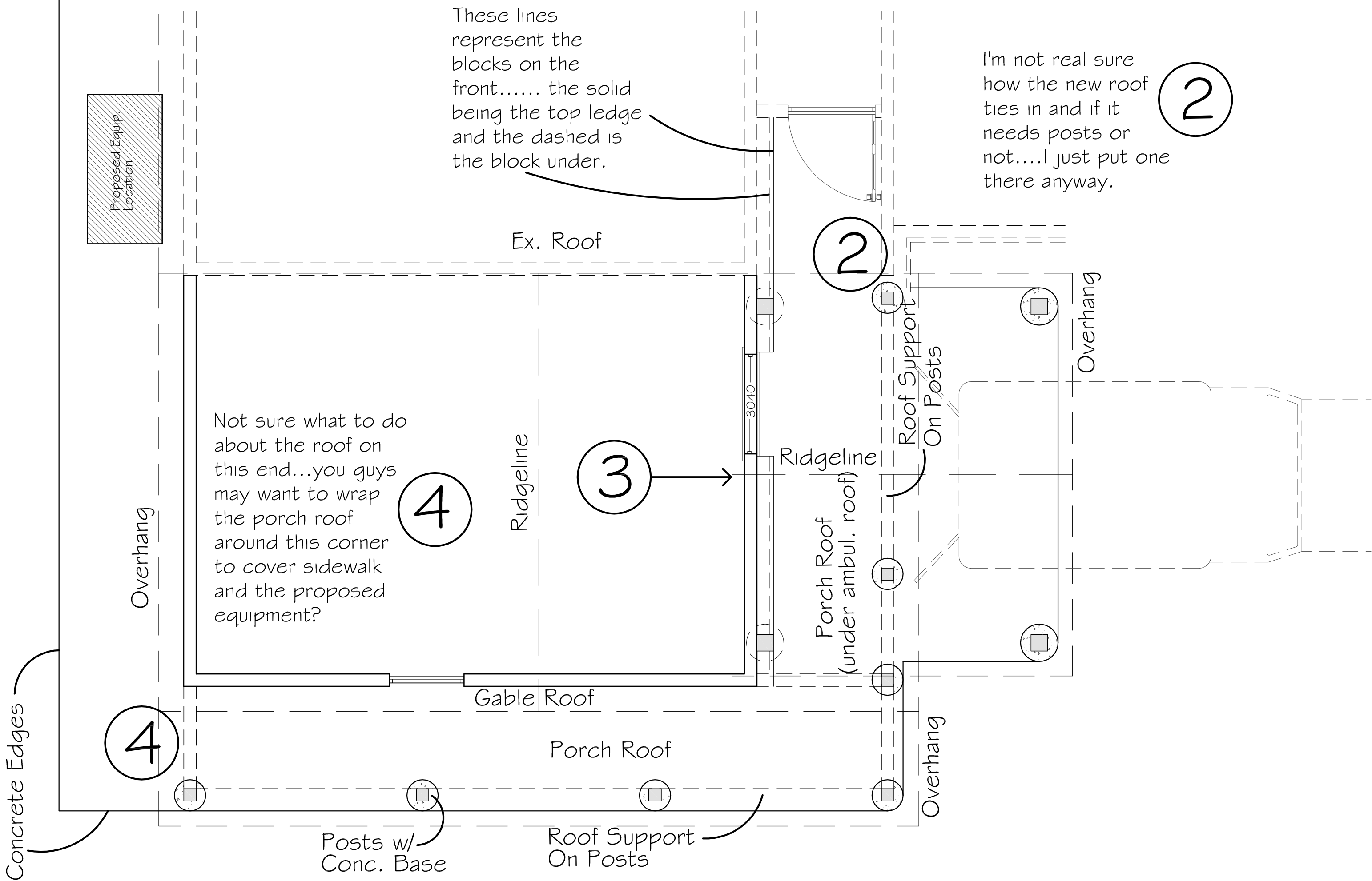
PROJECT:

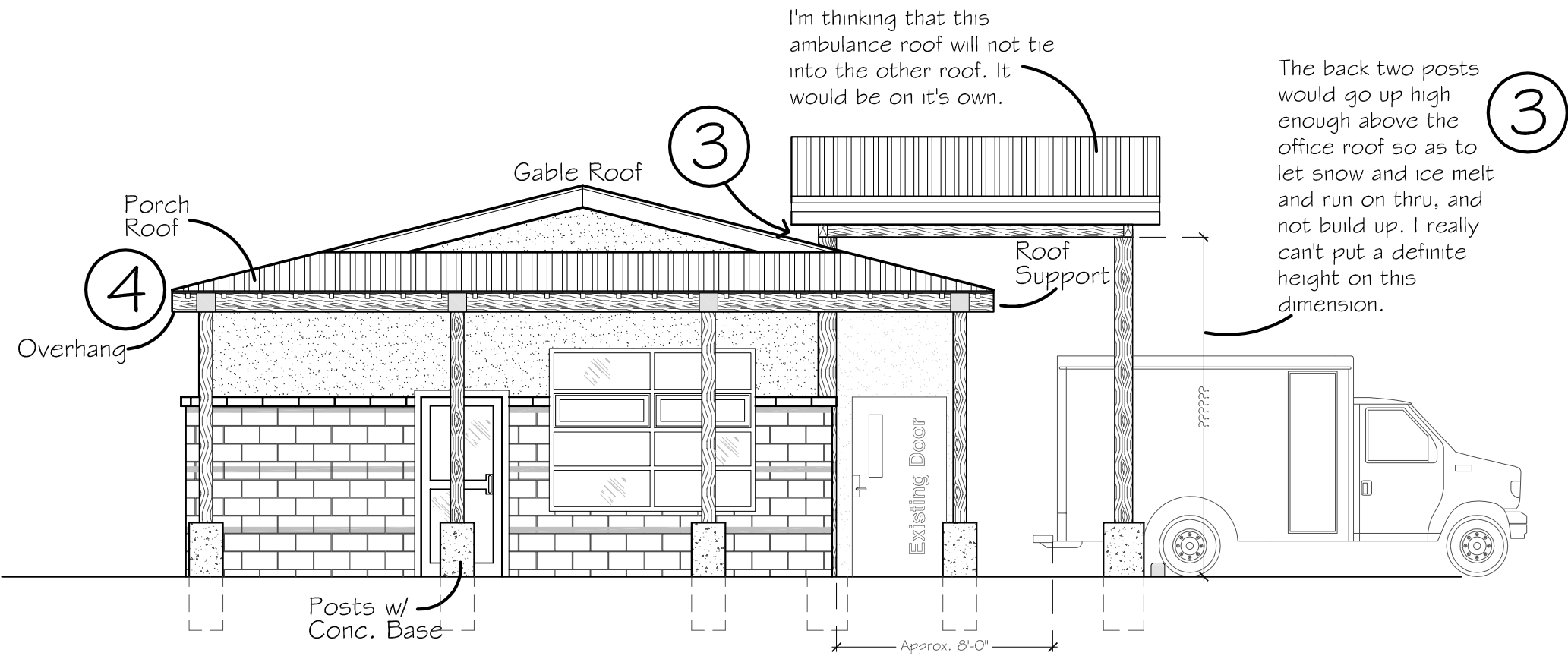
Proposed Dental Office
Creede, Colorado

Sheet:

A-4

North Elevation





MEMORANDUM

TO: Planning Commission
FROM: Clyde Dooley
SUBJECT: Baptist Church Bldg. Application
DATE: April 25, 2013

The Baptist Church has applied for a building permit to build a storage shed between some of their existing structures in Block 20, South Creede. The size of the shed is 12' x 16' and will be located South of their Fellowship Hall by a little over five feet and North of an existing cabin and shed by a little under five feet. The total height of the structure is a little over twelve feet.

This part of town is zoned R-1 or Residential and church facilities are a Conditional Use. I don't know when this church was built, but assume it received permission and for land use purposes is considered "Legal Non-Compliant" or "Grandfathered-In" as more commonly called. Since the over all "Use" is not changing and the new structure is well within the property boundaries, I don't believe we need to go through any other process.

The only question I have right now is the distance between the buildings & I'll do more research on that.

I don't believe this permit needs to be reviewed by Rio Grande County. It's a simple enough application and recommend it be approved between us and Ramona.

**City of Creede
Building Permit Application**

Permit Number: 13-05 Application Date: 4/25/13 Expiration Date: 4/25/14
Property Owner(s): CREEDE BAPTIST CHURCH Phone: 719-658-2312
Address: P.O. Box 15 City/State/Zip: CREEDE, CO 81130
Address of Job Site: 600 LAGARITA
Contractor: CHURCH MEMBERS Phone: 719-658-2312
Subdivision: South Creede Block: 20 Lot(s): 1-10 Zoning: R-1

Will you need Water Tap? ☒ Y ☒ N Sewer Tap ☒ Y ☒ N Water Meter ☒ Y ☒ N Cross-Connection Control? ☒ Y ☒ N
Attach a Utility Permit, if applicable. If not applicable, explain. NO UTILITIES REQUIRED

Type of Building/Construction (check all that apply)

<u>Type of Construction</u>	<u>Construction Material (B)</u>	<u>Type of Heating</u>
New Building <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Wood <input checked="" type="checkbox"/> Metal <input checked="" type="checkbox"/>	Propane _____
Remodel _____	Masonry _____	Electricity _____

Other (Ex. New house, addition, deck, accessory building, remodel etc.)

STORAGE SHED

Proposed Use: Residential; Single Family _____ Multi-Family _____ Other STORAGE
Commercial (Explain) NON-PROFIT

Provide Site & Building Plans. Please see item 2 of Building & Utility Permit Procedures for clarification on plan requirements.

(1) Dwelling/Main Building	Total Height: _____	Floors: _____	Lawn Area: _____ s.f.(Est.)
	1 st floor	W _____ x D _____ = _____ s.f.	
	2 nd floor	W _____ x D _____ = _____ s.f.	
(2) Garage/Storage/Accessory		W <u>12'</u> x D <u>16'</u> = <u>192</u> s.f.	
(3) Carport		W _____ x D _____ = _____ s.f.	
(4) Deck		W _____ x D _____ = _____ s.f.	
Total S. F.			<u>192</u> S.F.

To calculate Valuation, take Construction Material amount from Valuation Data and multiply by the Square Footage. (calculate different construction material separately.)

NON-PROFIT ORGANIZATION

(1) Construction Material <u>56</u>	X	Total SF <u>192</u>	= \$ <u>10,752</u>
(2) Construction Material _____	X	Total SF _____	= \$ _____
(3) Construction Material _____	X	Total SF _____	= \$ _____
(4) Construction Material _____	X	Total SF _____	= \$ _____
(1) + (2) + (3) = (4) = Total Valuation			= \$ _____

(continued on next page)

If you are not building a new structure, but simply reconstructing or remodeling, obtain an estimate from your contractor(s) for your Valuation and use the same formula shown above.

Other Valuation: \$ _____

To calculate your building permit fee, use the Valuation Table provided in your packet. Add all your Valuations together for your Total Valuation. Use the following formula to arrive at your Building Permit Fee.

Base \$ 100⁰⁰ + (15⁰⁰ x 9) \$ 135⁰⁰ = Total Fee: \$ 235⁰⁰

Notice

The undersigned hereby declares that they are the legal owner(s) or legal representative(s) of the subject property and holds the City of Creede harmless of attesting or recognizing for the purpose of this permit any private ownership. In consideration of the issuance of this permit, the undersigned hereby agrees to comply with all applicable regulations, ordinances and codes in the construction of the proposed structure for which this permit is granted and further agrees to allow reasonable access for inspection per 104.6 of the 2003 IBC and that if the regulations, ordinances and/or codes applicable to this permit and construction hereunder are not fully complied with, this permit may be revoked by written notice from the Building Inspector. The undersigned also agrees to be responsible and pay for any cross-connection control/backflow prevention inspections per Resolution 2010-10.

✶ Jim - 719-480-3035

THIS PERMIT IS NOT VALID UNTIL PAID IN FULL AND SIGNED BY ALL PARTIES BELOW.

Applicant: Jim McBride Date: APR. 24, 2013

Use Tax Paid to County: _____ By: _____ Date: _____

Town Approval: _____ Date: _____

Building Inspector: _____ Date: _____

EQR (Equal Residential Unit) estimate: _____ This figure may be adjusted as necessary

FOR ADMINISTRATIVE USE ONLY

DATE APPLICATION RECEIVED 4/24/13

COMMERCIAL ☒

RESIDENTIAL ☐

COMMERCIAL PLANNING & ZONING REVIEW DATE 5/14/13

RESULT _____

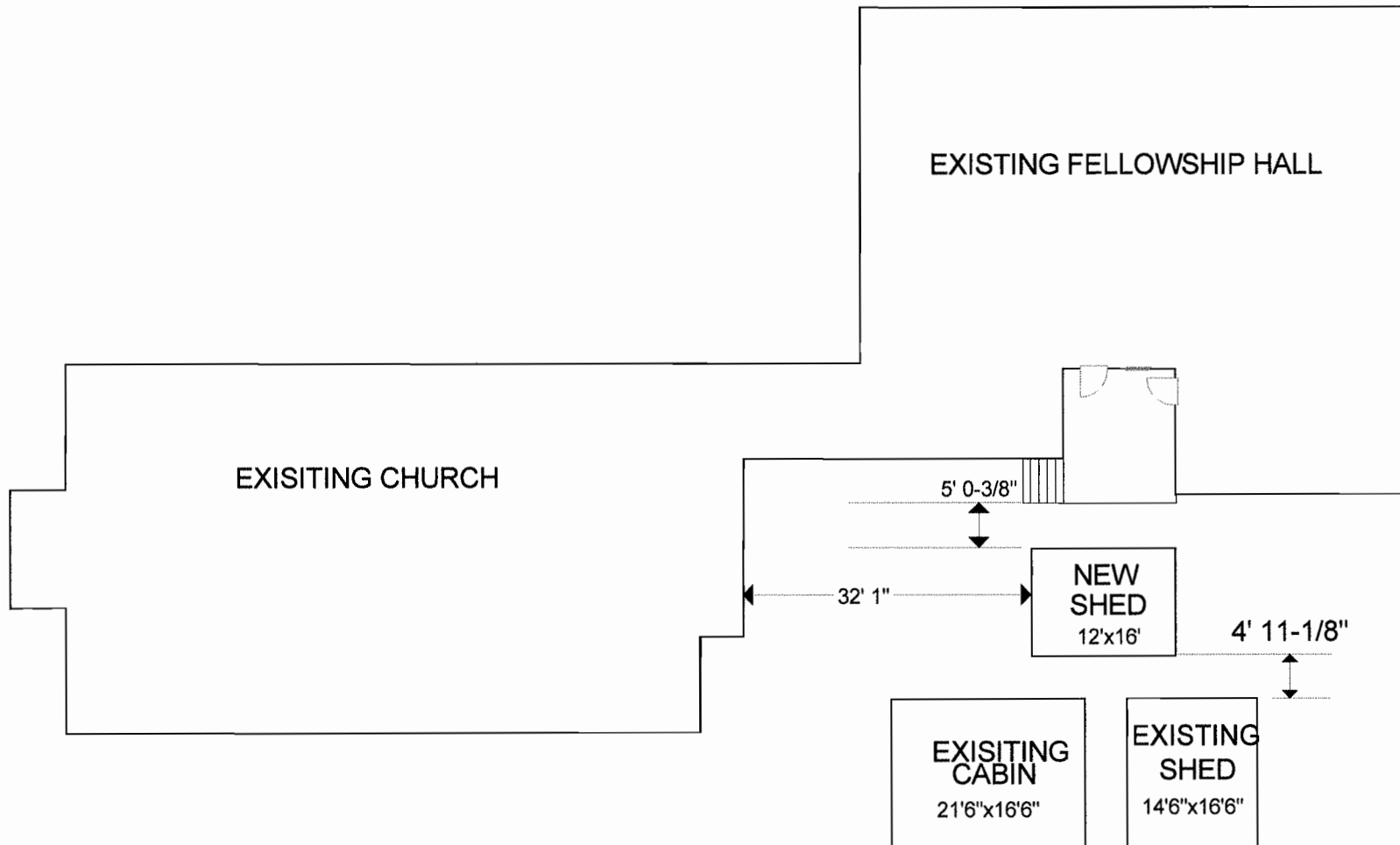
COMPLETION & CO DATE _____

FEES PAID IN FULL DATE _____

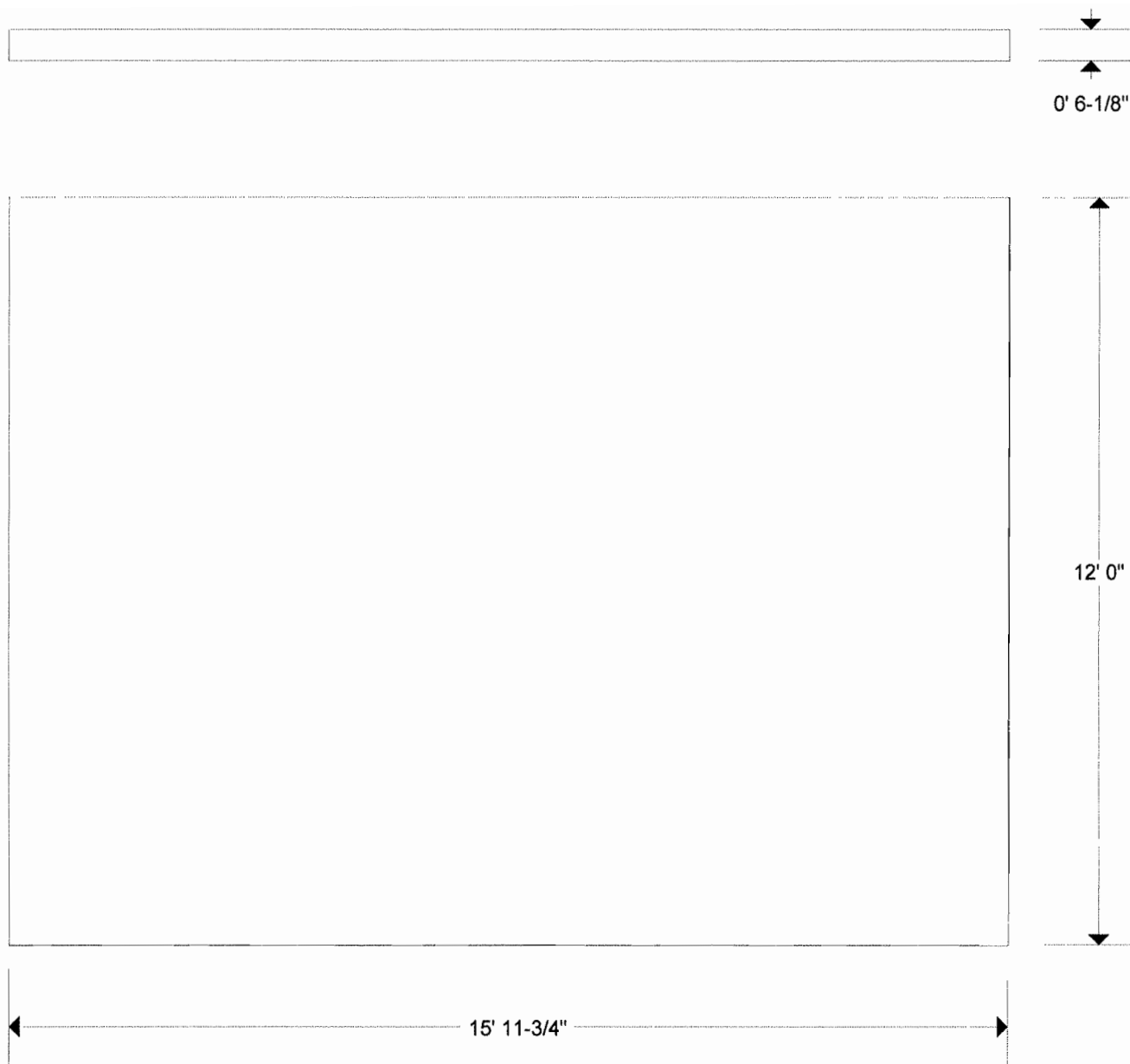


EAST 5TH STREET

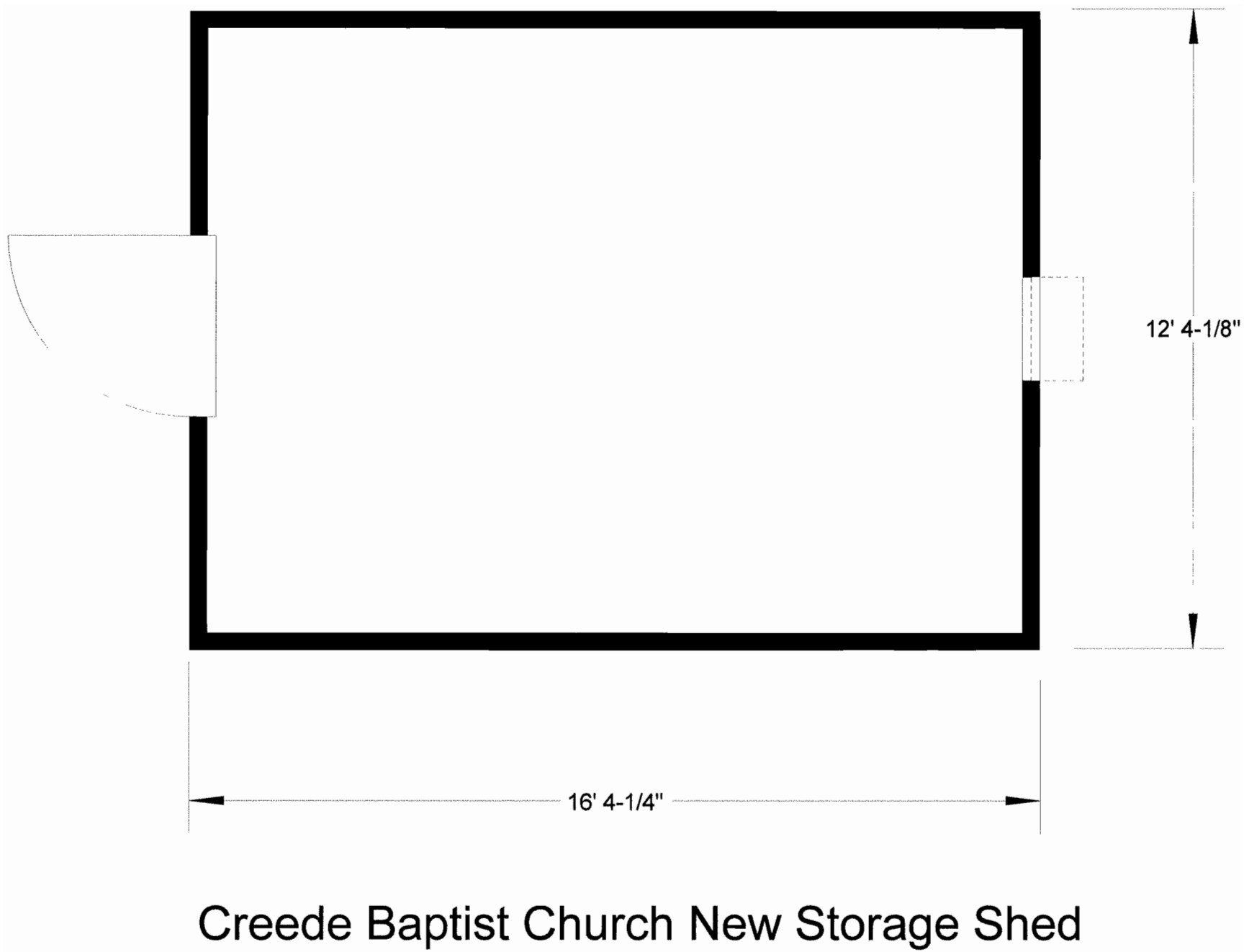
LaGARITA AVENUE

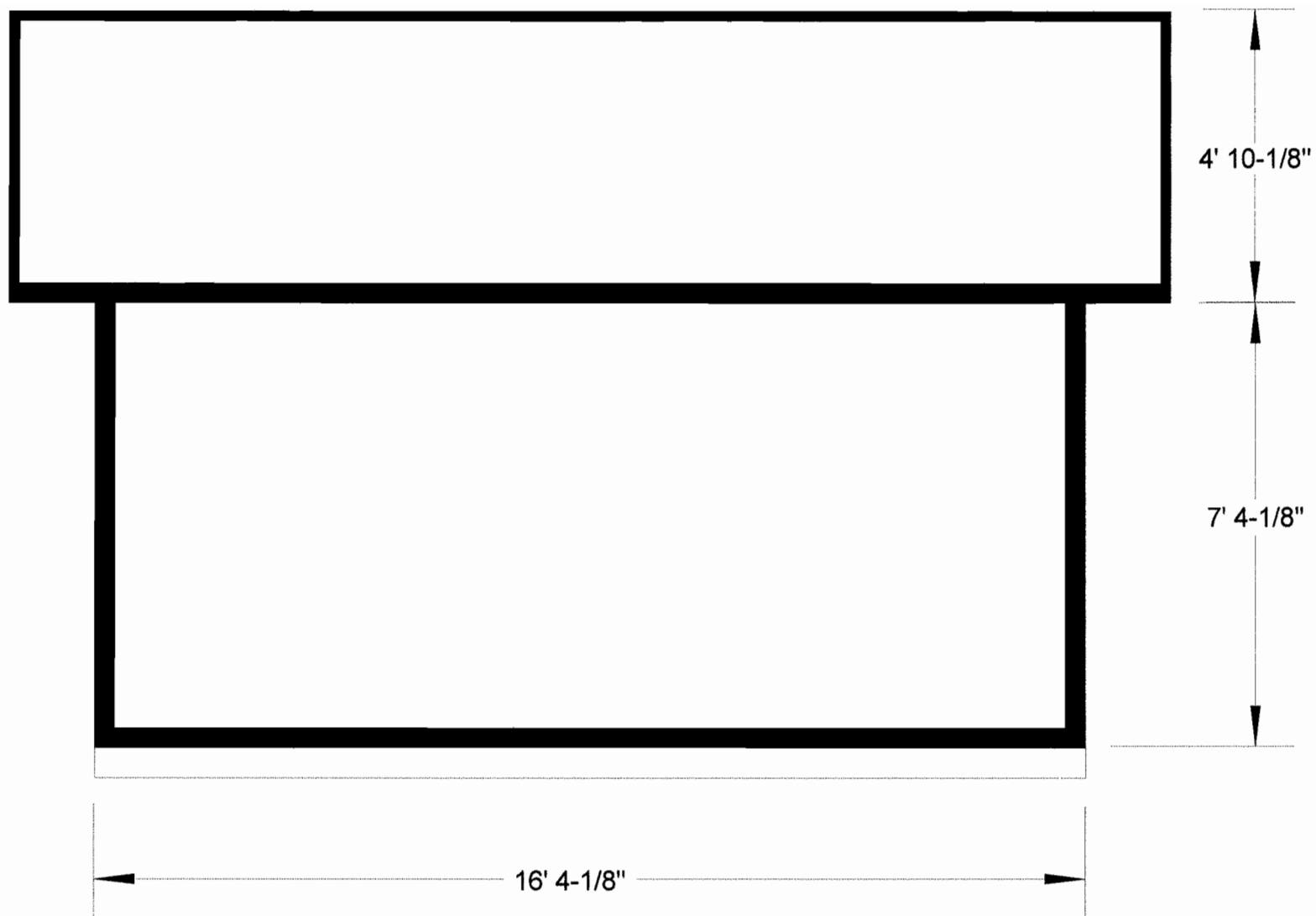


CREEDE BAPTIST CHURCH NEW STORAGE SHED

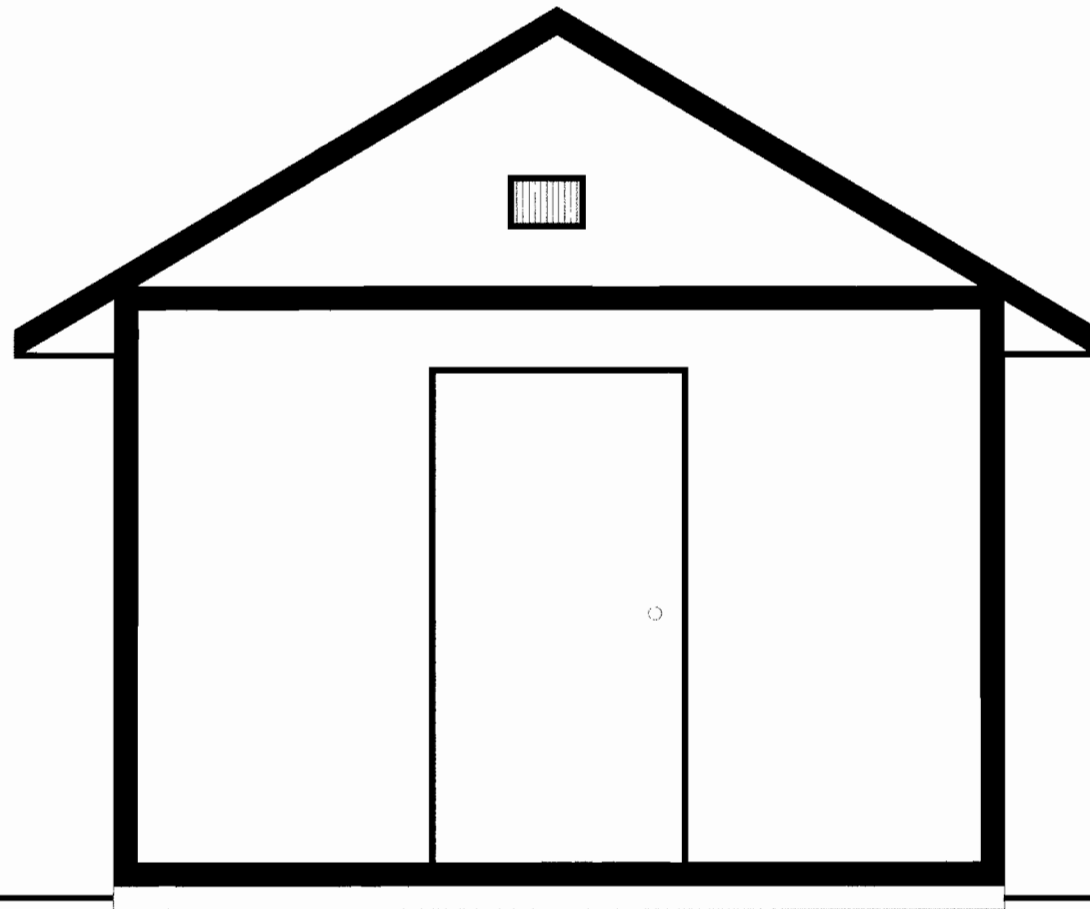


Creed Baptist Church New Storage Shed Concrete Slab



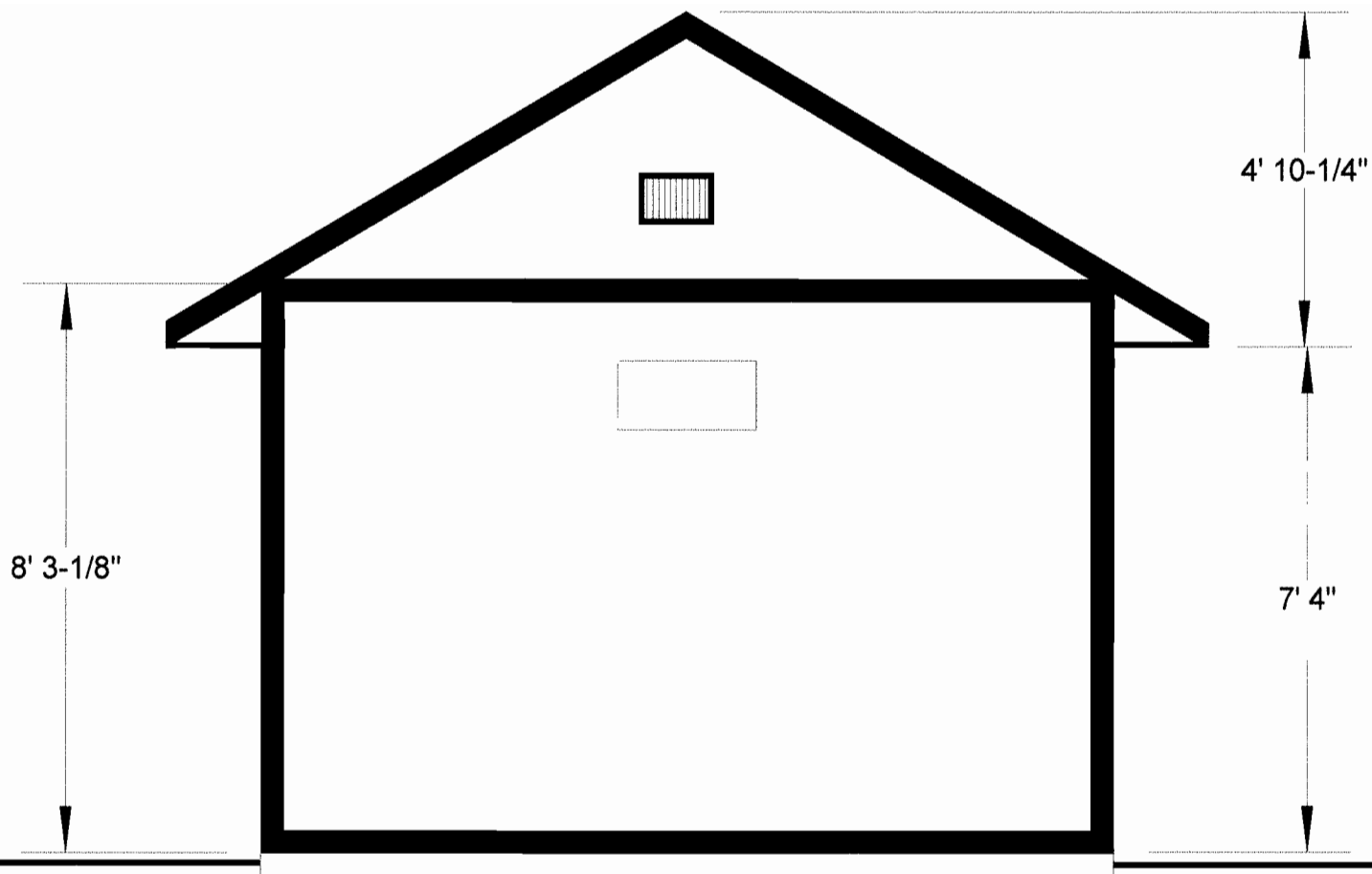


Creed Baptist Church New Storage Shed Both Side Elevations



see back elevation for dimensions

Creed Baptist Church New Storage Shed Front Elevation



Creed Baptist Church New Storage Shed Rear Elevation