



REGULAR PLANNING COMMISSION MEETING AGENDA
Wednesday, January 12, 2022 5:00 PM
City Council Chambers, Elks Civic Building - 107 S. Cascade Ave.

The Montrose Planning Commission is pleased to have residents of the community take time to attend Planning Commission Meetings. We encourage your attendance and participation. Individuals wishing to be heard during public hearing proceedings are encouraged to be prepared and will generally be limited to three minutes to allow everyone the opportunity to be heard. Additional written comments are welcome. Public participation for this meeting will be in-person in the City Council Chambers.

The 11:00 p.m. rule will be enforced. All agenda items scheduled and noticed to be heard today must begin prior to 11:00 p.m. or they will be rescheduled. At 11:00 p.m., if the meeting has not already been adjourned, further proceedings shall be conducted as follows: 1) If the Planning Commission is discussing an agenda item, but has not voted on the item before 11:00 p.m., the Planning Commission may take a vote to decide whether to continue the item to the next meeting. 2) The Planning Commission may also consider additional agenda items that require action in a specified time period due to legal requirements. 3) All other agenda items not previously opened shall be placed first on the next Planning Commission Agenda.

If you would like to comment on an agenda item, please submit it by email to planningmail@cityofmontrose.org. Written comments must be received by noon one week prior to the meeting in order to be included in the Planning Commission packet. After that deadline, comments received by noon the day prior to the meeting will be distributed to the Planning Commission on the meeting day.

- 1) Planning Commission meeting called to order
- 2) Roll call by the Planning Commission Chair
- 3) Approval of Minutes of December 8, 2021 meeting
- 4) Additions or Deletions
- 5) **2022 ANNUAL ANNEXATION REPORT AND 3-MILE PLAN.** Presentation on the 2022 Annual Annexation Report and 3-Mile Plan as required by Colorado State Statute CRS §31-12-105(1)(e). The Plan contains verbal policies and maps to illustrate annexation priorities, eligible enclave annexations, existing city limits, growth areas, transportation routes, and more. No official action will be taken by the Planning Commission. *Staff: Senior Planner Amy Sharp*
- 6) Other Business
- 7) Next Meeting will be January 26, 2022 at 5:00 p.m.
- 8) Motion to Adjourn



AGENDA JUNTA REGULAR DE LA COMISIÓN DE PLANIFICACIÓN
Miércoles, enero 12, 2022 5:00 PM
Cámaras del Consejo de la Ciudad, Elks Civic Building - 107 S. Cascade Ave.

El Comité de Planificación de Montrose se complace en tener a residentes de la comunidad que se toman el tiempo para asistir a las juntas del Comité de Planificación. Animamos su asistencia y participación. A los individuos que deseen ser escuchados durante los procedimientos de la audiencia pública se les anima a que estén preparados y por lo general se les limitará a tres minutos para permitir que todos tengan la oportunidad de ser escuchados. Comentarios adicionales por escrito son bienvenidos. La participación pública para esta junta será en persona en las Cámaras del Consejo de la Ciudad.

La regla de las 11:00 p.m. se hará cumplir. Todos los puntos programados en la agenda y señalados para ser escuchados hoy deben empezar antes de las 11:00 p.m. o serán reprogramados. A las 11:00 p.m., si la junta no ha sido levantada, los procedimientos adicionales serán conducidos como sigue: 1) Si la Comisión de Planificación está hablando de un punto de la agenda, pero no ha votado sobre el punto de la agenda antes de las 11:00 p.m., la Comisión de Planificación puede tomar una votación para decidir si continúa el punto en la siguiente junta. 2) La Comisión de Planificación puede también considerar puntos adicionales en la agenda que requieren acción en un tiempo especificado debido a requisitos legales. 3) Todos los otros puntos de la agenda no abiertos previamente deberán ser puestos primero en la siguiente Agenda de la Comisión de Planificación.

Si desea comentar sobre un punto de la agenda, por favor envíelo por correo electrónico a planningmail@cityofmontrose.org. Los comentarios por escrito deben ser recibidos para el mediodía una semana antes de la junta para ser incluidos en el paquete de la Comisión de Planificación. Después de este plazo, los comentarios recibidos al mediodía el día antes de la junta serán distribuidos a la Comisión de Planificación el día de la junta.

- 1) Comisión de Planificación llamado a orden de la junta
- 2) Toma de asistencia por el Presidente de la Comisión de Planificación
- 3) Aprobación de la minuta de la junta de diciembre 8, 2021
- 4) Adiciones o eliminaciones
- 5) **REPORTE ANUAL 2022 ANEXIÓN Y PLAN 3-MILLAS.** Presentación sobre el Reporte Anual 2022 Anexión y Plan 3-Millas como es requerido por el Estatuto del Estado de Colorado CRS §31-12-105(1)(e). El Plan contiene pólizas verbales y mapas para ilustrar prioridades de anexión, anexiones de enclave elegibles, límites de la ciudad existentes, áreas de crecimiento, rutas de transportación, y más. No se tomará acción oficial por la Comisión de Planificación.
Personal: Planificadora Senior, Principal Amy Sharp
- 6) Otros asuntos

7) La próxima junta será enero 26, 2022 a las 5:00 p.m.

8) Moción para levantar la sesión



The Montrose City Planning Commission held a meeting on December 8, 2021 at 5:00 p.m. in City Hall Council Chambers. The meeting agenda was posted in accordance with the Colorado Open Meetings Act (C.R.S. §24-6-401, et.seq.).

Planning Commissioners Present: David Fishering (Chair), Karen Vacca (Vice-Chair), Jan Chastain, Phoebe Benziger, Delphine Jadot, Richard Rogers, Steve Ball. Absent: Chad Huffman,

Staff Members Present: Amy Sharp (Senior Planner), William Reis (Planner I), Stephen Alcorn (City Attorney), Chris Dowsey (Assistant City Attorney), Scott Murphy (City Engineer), Sharon Dunning (Building Services Technician), Greg Story (Information Systems Director), B. Willey (Officer).

There were 3 members of the public in attendance.

CALL TO ORDER

Chairperson David Fishering called the meeting to order at 5:00 p.m.

APPROVAL OF MINUTES

Karen Vacca requested a correction to the minutes indicating she did not vote to approve the variance for Anderson Road.

Phoebe Benziger moved to approve the minutes of the November 10, 2021 meeting as amended. Delphine Jadot seconded, and the motion carried unanimously.

ADDITIONS OR DELETIONS

None.

1. TELLURIDE WOODWORKS CONDITIONAL USE PERMIT.

Consider a request for a conditional use permit to allow light manufacturing, including fabrication of cabinet boxes and edge banded parts, in the "B-3" General Commercial District. This type of use is considered a conditional use in this zoning district. The project is located at 317 N 7th Street. The applicant is Telluride Woodworks.

Staff Presentation

William Reis introduced this item. All public requirements have been fulfilled and the official files and exhibits have been entered into the record.

Applicant Presentation

James Guest, Telluride Woodworks, applicant, gave some background on the business.

Questions for Applicant

Planning Commissioners and applicant discussed reasons for bringing the work to Montrose, discussed the cutting and fabricating to be done, where the products would be used, noise level of machinery, and hours of operation.

Questions for Staff

Planning Commissioners and Staff discussed allowable uses in the zone, safety code, distances from nearest residential property and impacts to adjacent properties.

Public Hearing

Julie Huffman, owner of the residence at 717 N Cascade Avenue, is concerned with noise and dust control and impacts to Northside Elementary School. She requested hours of operation be from 8:00 a.m. to 5:00 p.m.

Bethany Floyd, owner of the residence at 343 N 2nd Street, was also concerned with noise and dust. She also requested a limit on hours of operation as well as a requirement for the next business at the property to go through the same process.

Questions for Applicant or Staff

Planning Commissioners discussed putting conditions on the conditional use permit and enforcement of those conditions.

The applicant returned to elaborate on the dust collection system and what noise could be expected from the business.

Discussion

Planning Commissioners discussed making the conditional use permit apply only to the business, limiting hours of operation, and adding a condition on noise and dust.

Motion and Vote

Phoebe Benziger moved to approve the request to allow the conditional use of light manufacturing within the “B-3” General Commercial District with these stipulations: All manufacturing and storage associated with manufacturing shall be indoors. No use may create a nuisance to other property by reasons of dust, odor, noise, light, smoke, or vibration or other adverse effects which cannot be effectively confined on the premises. Hours of operation for the light manufacturing shall occur between 8:00 a.m. and 8:00 p.m. This conditional use permit will apply solely to this location approved as the conditional use site and to this business, and this conditional use permit shall be subject to all applicable ordinances and regulations. Richard Rogers seconded and the motion carried unanimously.

3. OTHER BUSINESS

None.

4. NEXT MEETING

The next Planning Commission meeting is scheduled for January 12, 2022.

5. PUBLIC COMMENT

None.

6. ADJOURNMENT

Phoebe Benziger moved to adjourn the meeting. Karen Vacca seconded and the meeting ended at 5:41 p.m.

CHAIRPERSON

ATTEST



CITY OF MONTROSE

Planning Services

MEMO

TO: Planning Commission
FROM: Amy Sharp, Senior Planner
DATE: January 12, 2022
RE: City of Montrose 2022 Annual Annexation Report and 3-Mile Plan
ATTACHMENTS:

- Exhibit A: Maps

Planning Commission Consideration:

Review the City of Montrose 2022 Annual Annexation Report and 3-Mile Plan, as stipulated by Colorado State Statutes. No official action is required by Planning Commission.

Background:

Please find attached the City of Montrose 2022 Annual Plan of Annexation and 3-Mile Plan, as stipulated by Colorado State Statutes. The Plan contains verbal policies and maps to illustrate annexation priorities, eligible enclave annexations, existing city limits, growth areas, and transportation routes. The Plan will fulfill the statutory requirement to have a “plan in place” to annex new properties in 2022. Annexation plans must be adopted each year. The Planning Commission reviews this Plan, but no official action is taken by the Planning Commission.

Schedule:

January 3, 2022	City Council Work Session
January 12, 2022	Planning Commission Hearing – no action
January 18, 2022	City Council



**CITY OF MONTROSE
2022
ANNUAL ANNEXATION PLAN AND REPORT &
THREE-MILE PLAN**

Nature of Plan

This plan generally describes the proposed land uses, location, character, and extent of utility and street infrastructure and service to within 3 miles of the City of Montrose, herein referred to as “City,” as required by CRS §31-12-105(1)(e).

The City of Montrose Envision 2040 Comprehensive Plan, as adopted in June 2021, shall be incorporated into this Plan. Master Plans of federal agencies or the County of Montrose, and Montrose County Airport for any public lands under their jurisdiction within the boundaries of the attached 3 Mile Plan map of the City of Montrose shall also be referenced as part of the City of Montrose 3 Mile Plan, except to the extent where inconsistent with City ordinances, regulations, and components in this plan. See Exhibit A.

Annexation Policy

In general, the City of Montrose will annex from the center of the City out into the Growth Areas within the Growth Boundary and 3 Mile Plan. The City will consider areas and properties as requested by property owners for annexation. Qualified enclaves, City owned property, areas expected to develop as urban with City influence, and areas with City utilities or capacity to serve, will also be considered.

Priority for Annexation in 2022

As a matter of establishing priority for annexation in the year 2022, the City shall consider annexation of the following properties subject to the statutory limitations as provided above, and areas that can meet statutory eligibility requirements as set forth in CRS §31-12-104 and CRS §31-12-105.

- (1) **Private land owner request.** For private parties meeting the statutory requirements.
- (2) **Properties served adequately and properly by City utilities.**

- (3) **Highway Corridor properties** south on Highway 550, north on Highway 50, east on Highway 50, and west on Highway 90 where it is feasible to serve such properties with existing infrastructure or where adequate infrastructure could generally be extended to serve such areas.
- (4) **Existing enclaves** as identified in red on the attached Exhibit B.
- (5) **Growth Areas**, as identified on Exhibit C.

City Utility Infrastructure

Annexations shall be subject to existing City policy, as may be amended, and the City Comprehensive Plan. The extension of City utilities and services to such properties shall be in accordance with the Official Code of the City of Montrose, Chapter 3-5 and Chapter 4-7.

Additionally, potable water service shall be in accordance with the Water Service Area Agreements as executed between the City and the Tri County Water Conservancy District, the City and the Menoken Water District, and the City and the Chipeta Water District. The respective service areas are delineated in the attached Exhibit D.

The extension of sewer service shall also be in accordance with the 201 Plan and the 208 Area Waste Management Plan (“Waste Water Service and Treatment Agreement”) as executed by the City, the County of Montrose, and the West Montrose Sanitation District, as amended from time to time.

The City regularly plans for and implements the upsizing and improvement of existing sewer and water lines. The majority of sewer and water line extensions are precipitated by growth through residential, commercial, and industrial subdivision.

The City’s current and planned utilities infrastructure is discussed in the 2021 City of Montrose Comprehensive Plan (Chapter 10).

Road Infrastructure

Major Highways within the City of Montrose are: Highway 50 to the north and east, Highway 90 to the west and Highway 550 to the south. The City shall generally adhere to its Transportation Plan as included within the City Comprehensive Plan. Current and proposed roads and streets are shown in the City of Montrose Comprehensive Plan (Chapter 6), and in the County’s road and bridge map and plan (Exhibit E).

Parks, Trails, and Open Space

“Encourage and facilitate a variety of public parks, trails, and recreation opportunities in strategic locations”, a guiding principle of the City of Montrose Comprehensive Plan (Chapter 8), acts as a guide to the development of a linked, cohesive park and open space system. The Parks Master Plan (Exhibit F) illustrates the locations of regional, community and neighborhood parks currently existing in the City of Montrose, and the conceptual areas where future parks are needed to address current deficits and meet projected needs over the next 10 to 20 years.

The map titled, "Recreation Trail Alignments," (Exhibit G) shows existing and proposed recreation trails throughout the City.

City and Public Utilities

- (1) Electrical Power – Delta Montrose Electric Association
- (2) Telephone and Internet Access – Spectrum, Elevate Fiber, and other services
- (3) Natural Gas – Black Hills Energy available in the City, and in the fringe areas of the City
- (4) Cable Television and Internet Access – Spectrum, DMEA, Elevate Fiber, and others
- (5) Sewer – Available in and near the City, by the City of Montrose. Available in the West Montrose Sanitation District. City sewer is extended as per City Ordinances. The City's 201 and Region's 208 Plan are hereby incorporated by reference.
- (6) Trash Collection – City trash service and recycling services are provided within the City to Sanitation customers. Private trash collection services operate both outside and within the City. The Montrose Area Landfill and other recycling facilities are privately operated.
- (7) Water Service – Potable water service within the 3 Mile Area is provided by the City of Montrose, Tri-County Water Conservancy District, Menoken Water District and the Chipeta Water District within their respective service areas as provided by the agreements between the parties.
- (8) Transportation Service – No transportation services are provided by the City of Montrose, other than streets, sidewalks, and multi-use trails. All Points Transit currently provides public transportation services.

General Provisions

- (1) To the extent that any item mentioned in CRS §31-12-105(1)(e) is not reflected in the documents, maps and plans included as a part of this plan, this plan should be construed to mean that these types of facilities are not provided.
- (2) Proposed land uses are residential and agricultural, except as otherwise shown or provided by City zoning, land use plan, or the Comprehensive Plan.

Annexations in Past Three Years

2019 Additions

Name	Acres
Horsefly Addition	2.14
Ellsworth Addition	4.08
J and L Jones Addition	1.20
Klippert Addition No. 1	3.37
Klippert Addition No. 2	3.29
Klippert Addition No. 3	3.60
TOTAL	17.68

2020 Additions

Name	Acres
4152 N Townsend Addition	10.2
Hilltop Addition	15.7
River Crossing Addition	36.3
Unrein Addition No. 2	1.0
Woodgate Addition No. 4	0.4
TOTAL	63.6

2021 Additions

Name	Acres
Rainbow Trout Addition	2.82
Hilltop Addition II	0.45
Lynch Addition	16.84
Valley Ranch Addition North	60.81
Valley Ranch Addition South	70.16
Highway 50 Addition	15.04
Riverside Park Addition II	2.09
Riverside Park Addition III	0.032
Morris Property Disconnection	-7.95
Riverbend RV Park Addition II	0.26
McCracken Addition	2.295
Grace Community Church Addition II	3.48
TOTAL	166.327

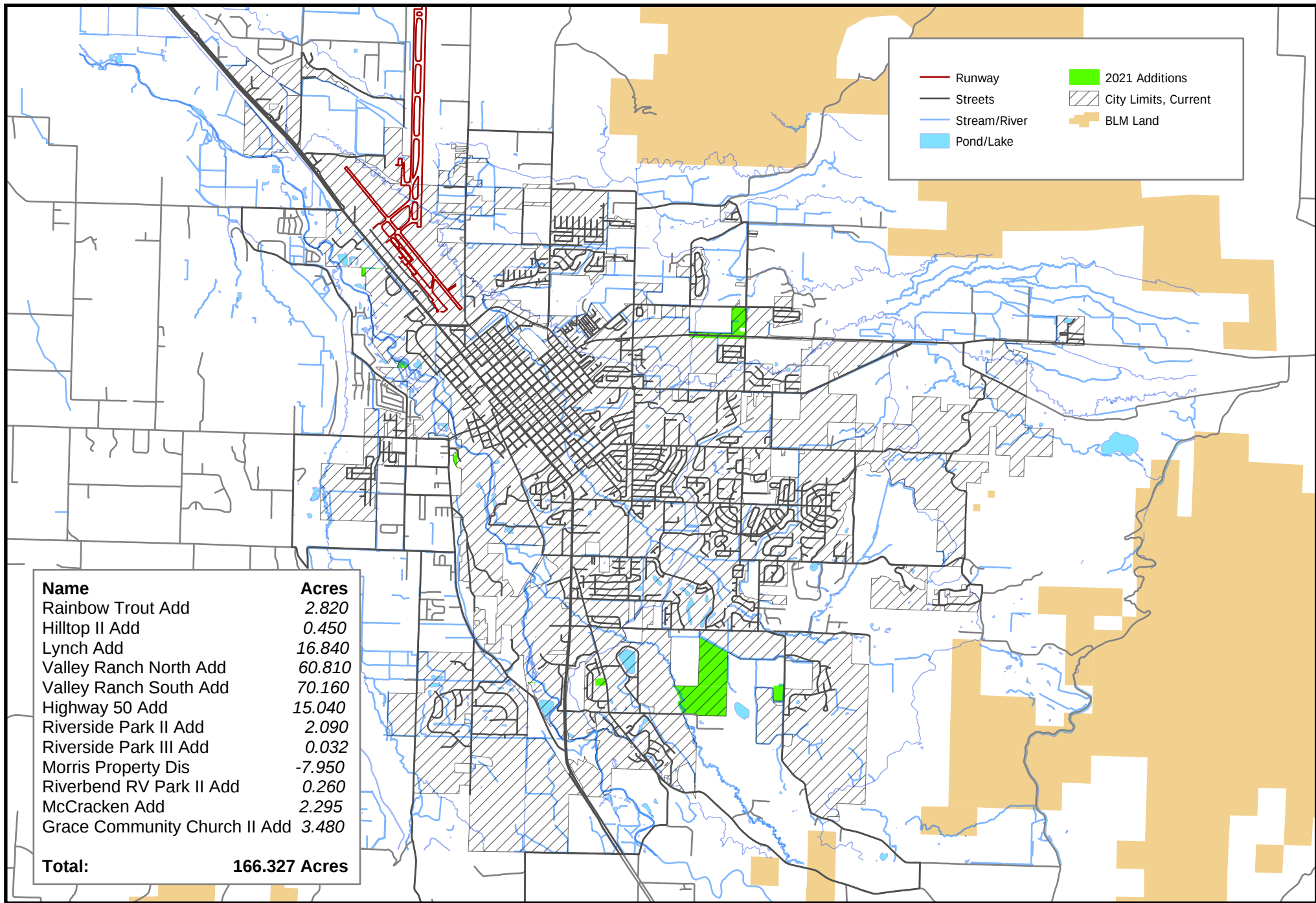
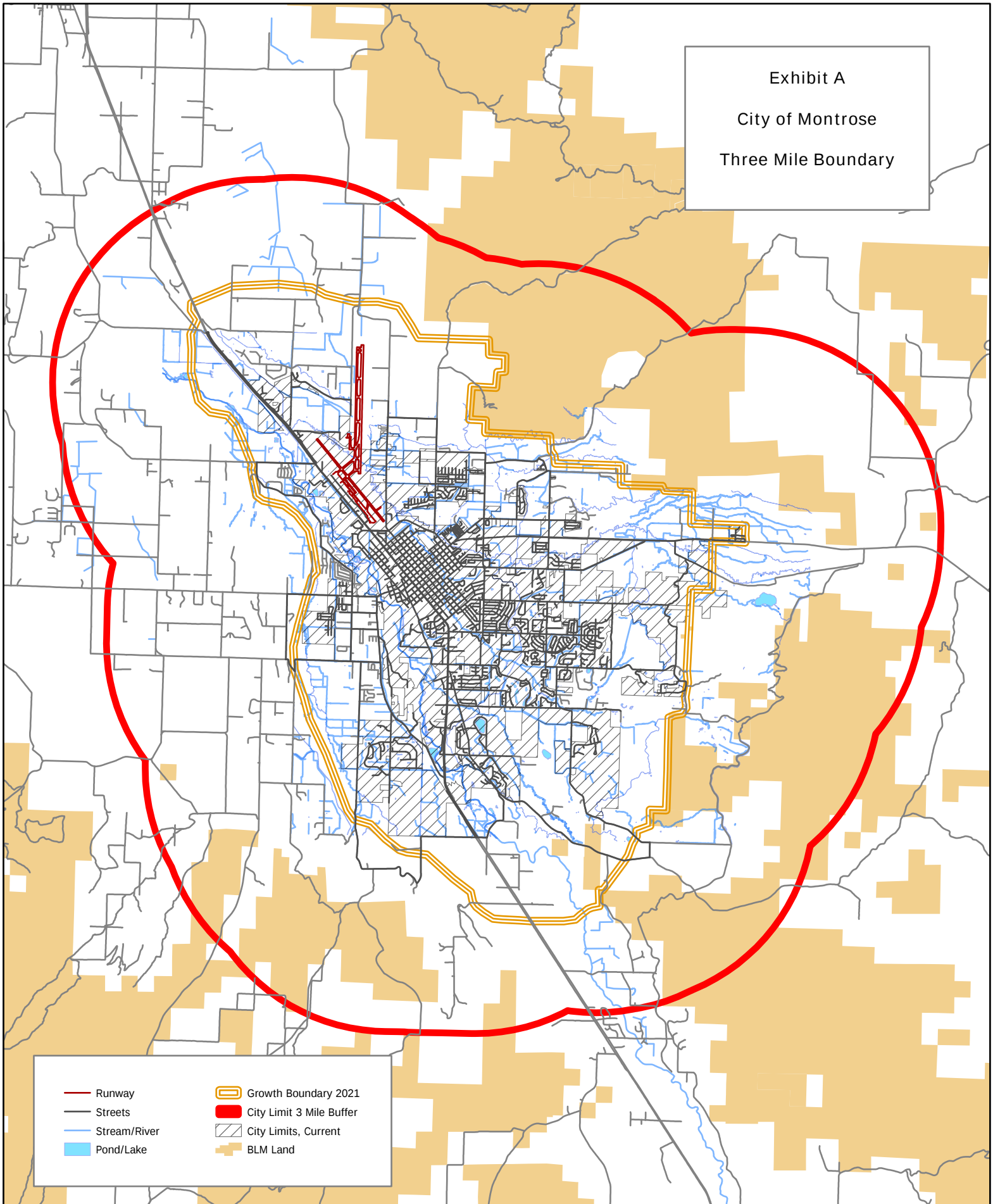
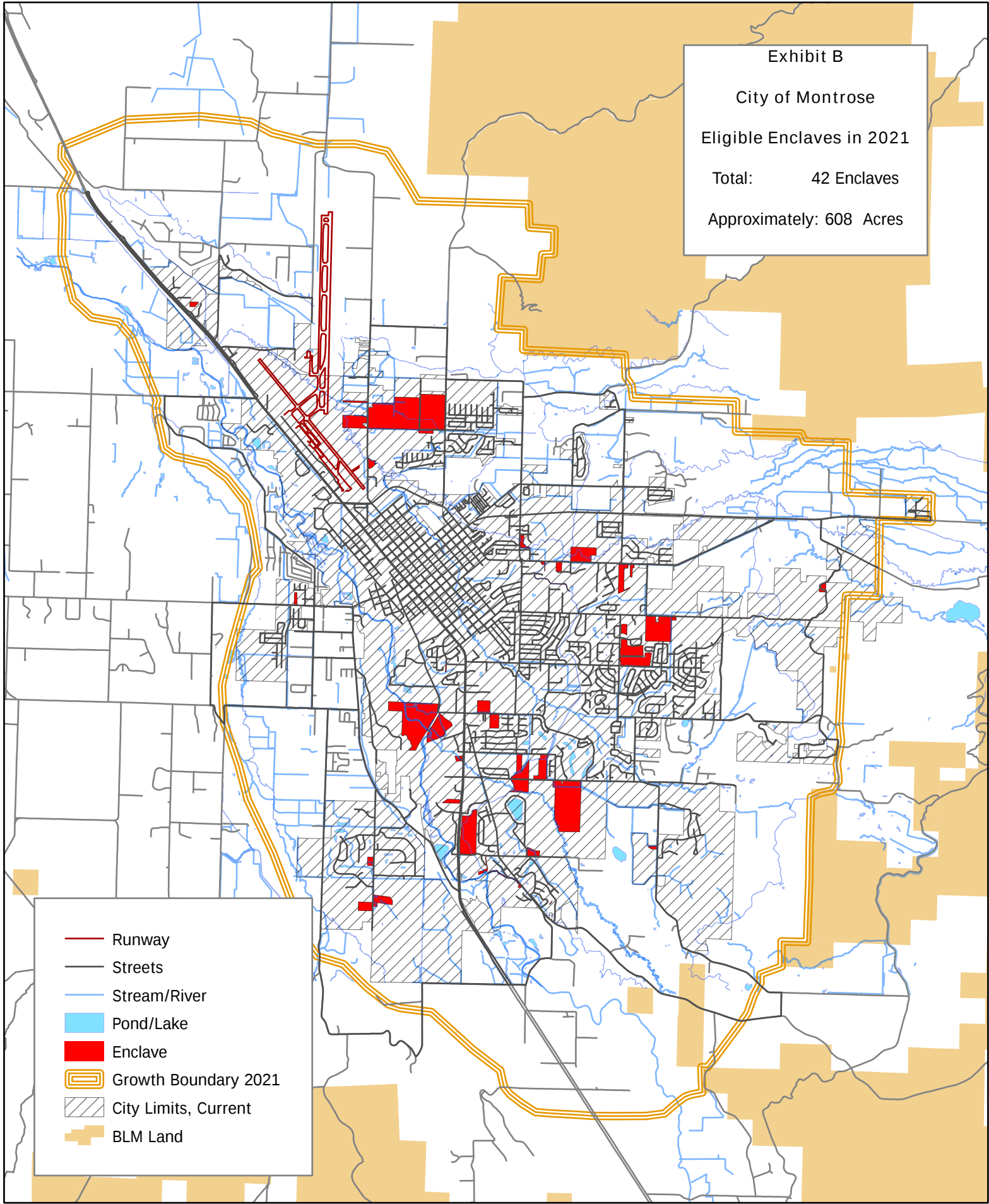


Exhibit A
City of Montrose
Three Mile Boundary





GROWTH AREAS*

MAP 5.2

-  City Limits
-  2005 IGA Referral
-  Urban Growth Boundary
-  Growth Area 1
-  Growth Area 2
-  Growth Area 3

* A Growth Area is an area identified for future development based on a framework for guiding growth in an incremental manner.

Exhibit C

City of Montrose
Growth Areas

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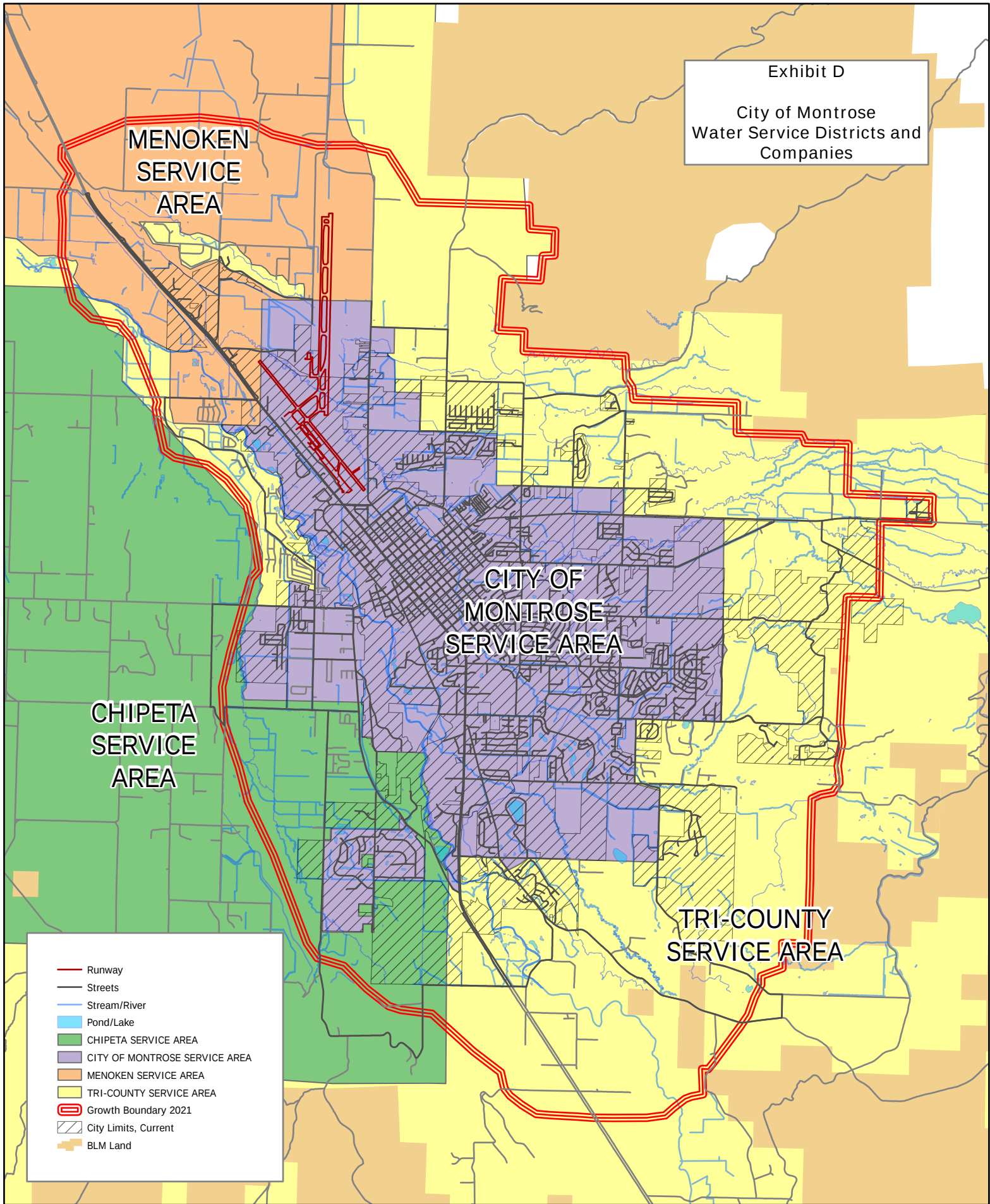
Exhibit C City of Montrose Growth Areas 1

Scale: 1:75,000

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TRANSPORTATION

Proposed Roadway Network and Classification

MAP 6.1

Exhibit E

City of Montrose
Proposed Roadway and
Network Classification

k Due to topography, precise alignment of this arterial route will be determined upon development of the area. It is expected that deviations to this route, some of which may be significant, will be made.

- R Roundabout
- F Traffic Light
- MAJOR ARTERIAL
- MINOR ARTERIAL
- COLLECTOR
- PROPOSED COLLECTOR
- PROPOSED MINOR ARTERIAL
- BLM
- CDOW
- Forest Service
- NPS
- City Limits
- 2005 IGA Referral Area

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Exhibit E City of Montrose Proposed Roadway and Network Classification

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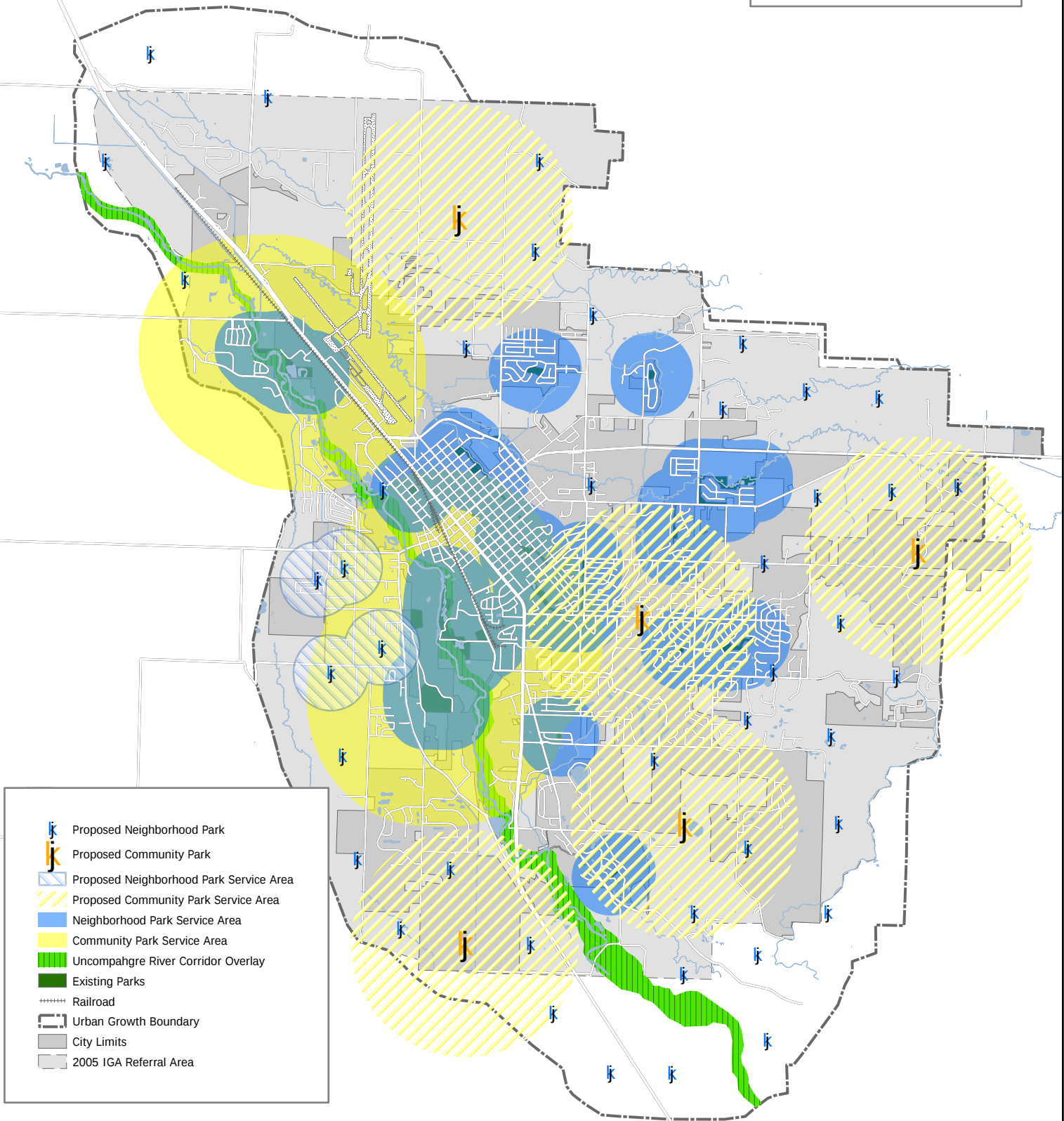


PARKS MASTER PLAN

MAP 8.1

Exhibit F

City of Montrose
Parks Master Plan



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Exhibit F City of Montrose Parks

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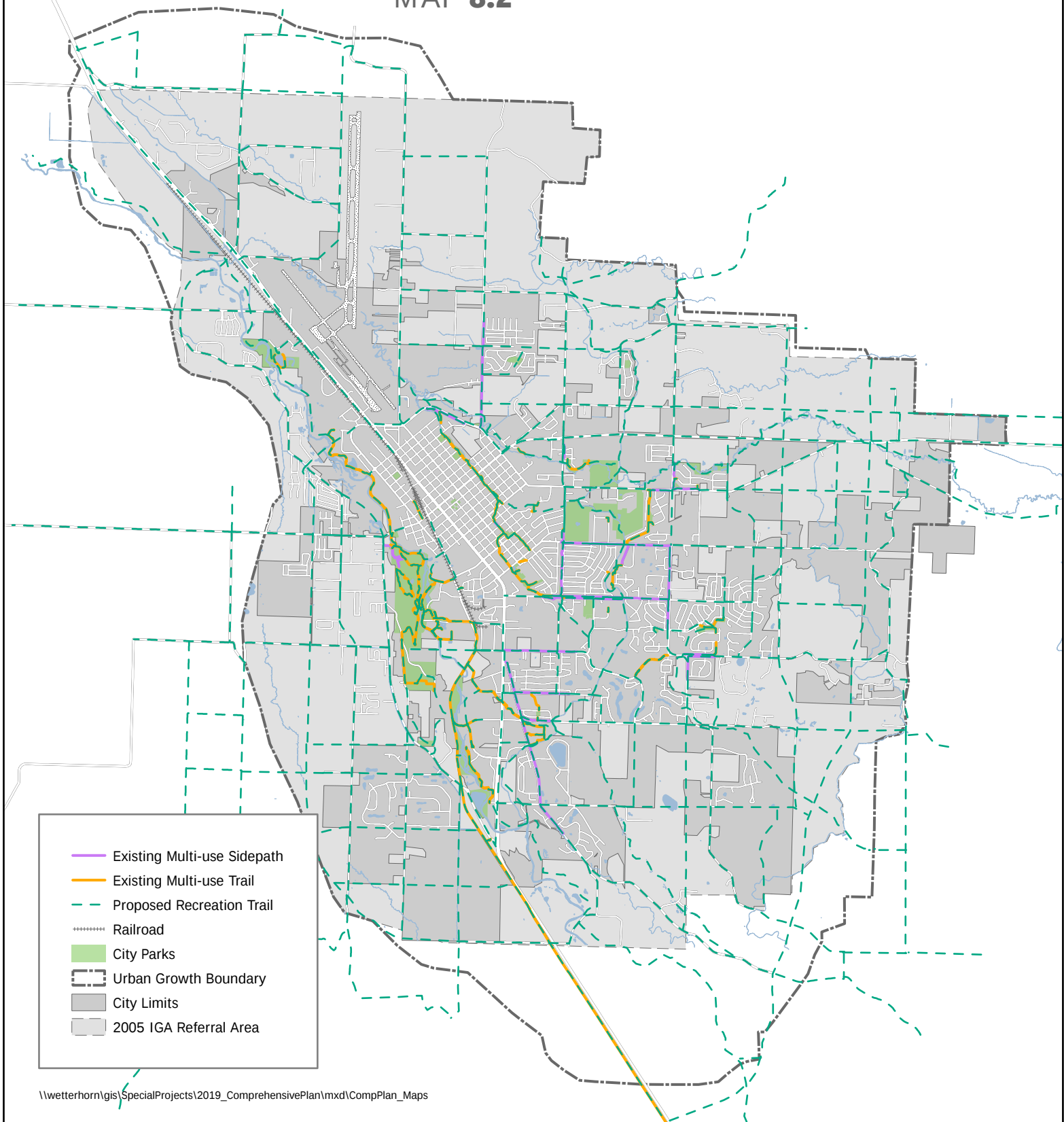


RECREATION TRAIL ALIGNMENTS

MAP 8.2

Exhibit **G**

City of Montrose
Recreation Trail Alignments





2022 Annual Annexation Report & 3 Mile Plan

Planning Commission Consideration

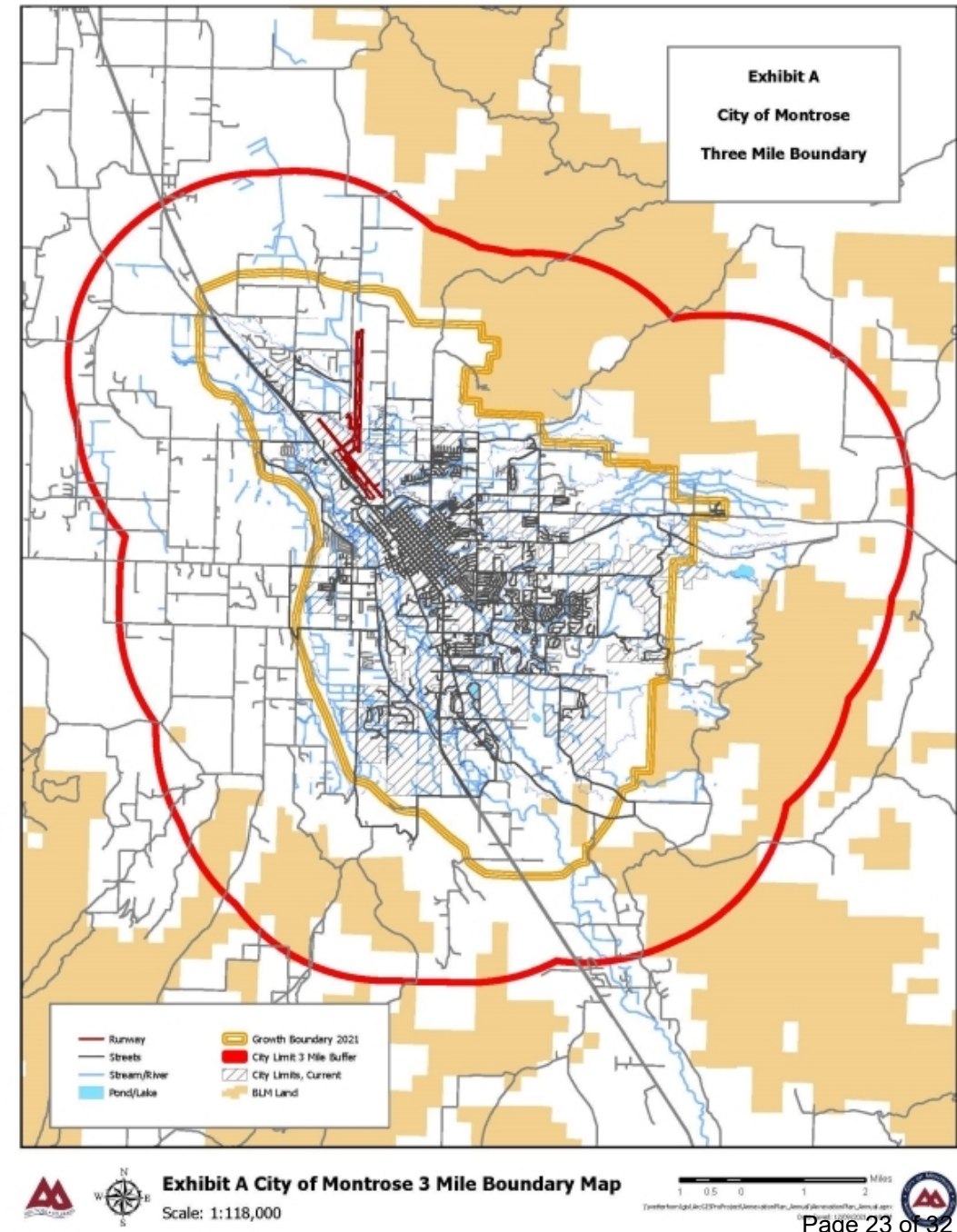
Review the City of Montrose 2022 Annual Annexation Report and 3-Mile Plan, as stipulated by Colorado State Statutes. The Plan will fulfill the statutory requirements to have a plan in place to annex new properties in 2022. No official action is required by the Planning Commission.

Overview of 3-Mile Plan

- Nature of Plan & 3-Mile Boundary (Exhibit A)
- Annexation Policy
- Priority for Annexation in 2022 (Exhibit B & C)
- City Utility Infrastructure (Exhibit D)
- Road Infrastructure (Exhibit E)
- Parks, Trails & Open Space (Exhibit F & G)
- City & Public Utilities
- General Provisions
- Recent Annexations

Nature of Plan – 3 Mile Boundary

- City is required to file a plan every year
- Describes proposed land uses, location, character, & extent of utility & street infrastructure and service to within 3 miles of the City of Montrose, as required by § C.R.S. 31-12-105(e)
- Comprehensive Plan and updates incorporated into this Plan



Annexation Policy & Priorities

- Policies
 - Annex from center of the City out into the Growth Areas
 - Consider property owner requests, qualified enclaves, City-owned property, areas expected to develop as urban with City influence, and areas with City services
- Priorities:
 - Private land owner request
 - Properties served adequately and properly by City utilities
 - Highway Corridor properties
 - Existing enclaves (Exhibit B)
 - Growth Areas (Exhibit C)

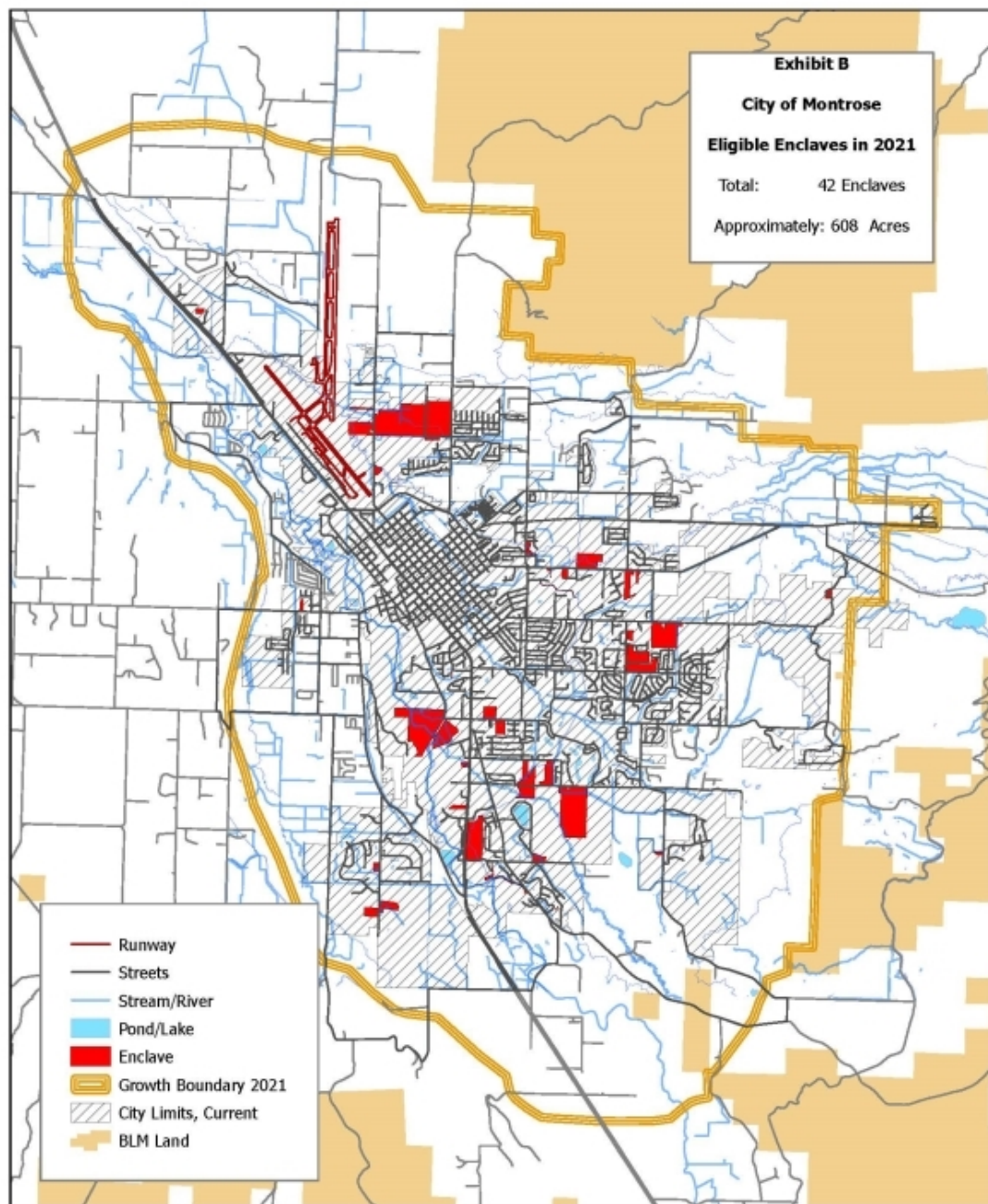


Exhibit B City of Montrose 2021 Eligible Enclaves

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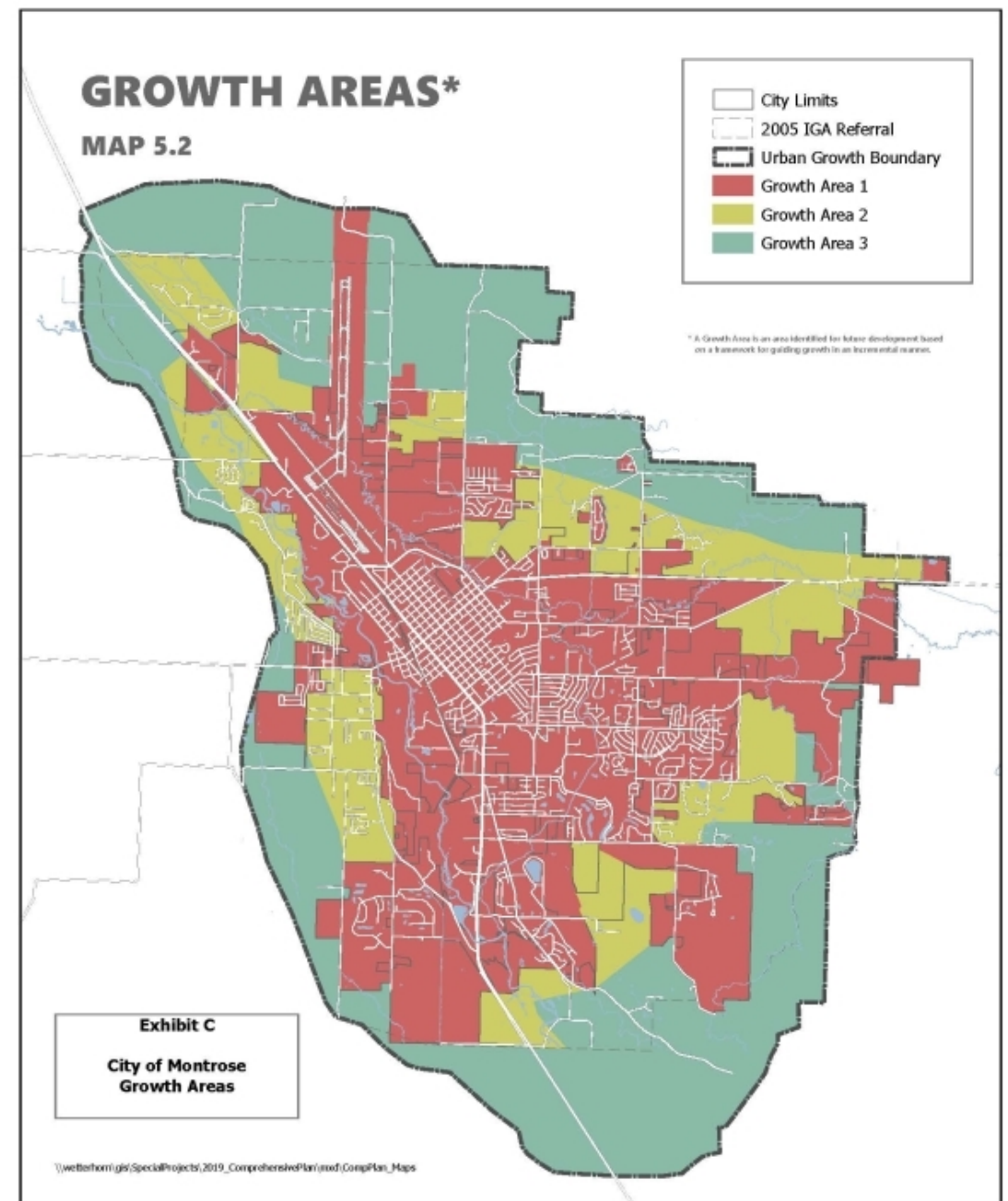
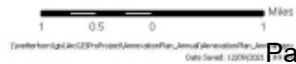


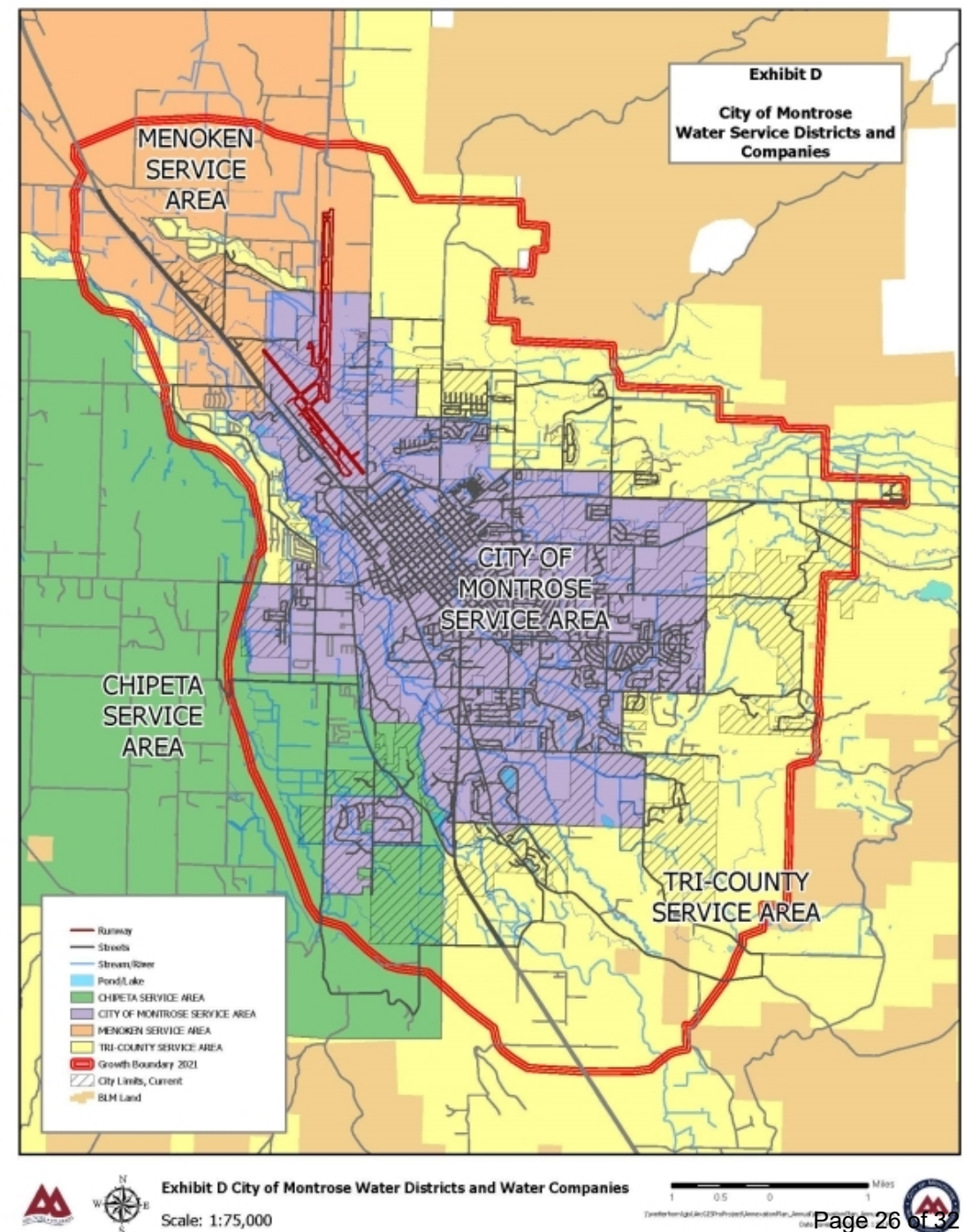
Exhibit C City of Montrose Growth Areas 1

Scale: 1:75,000



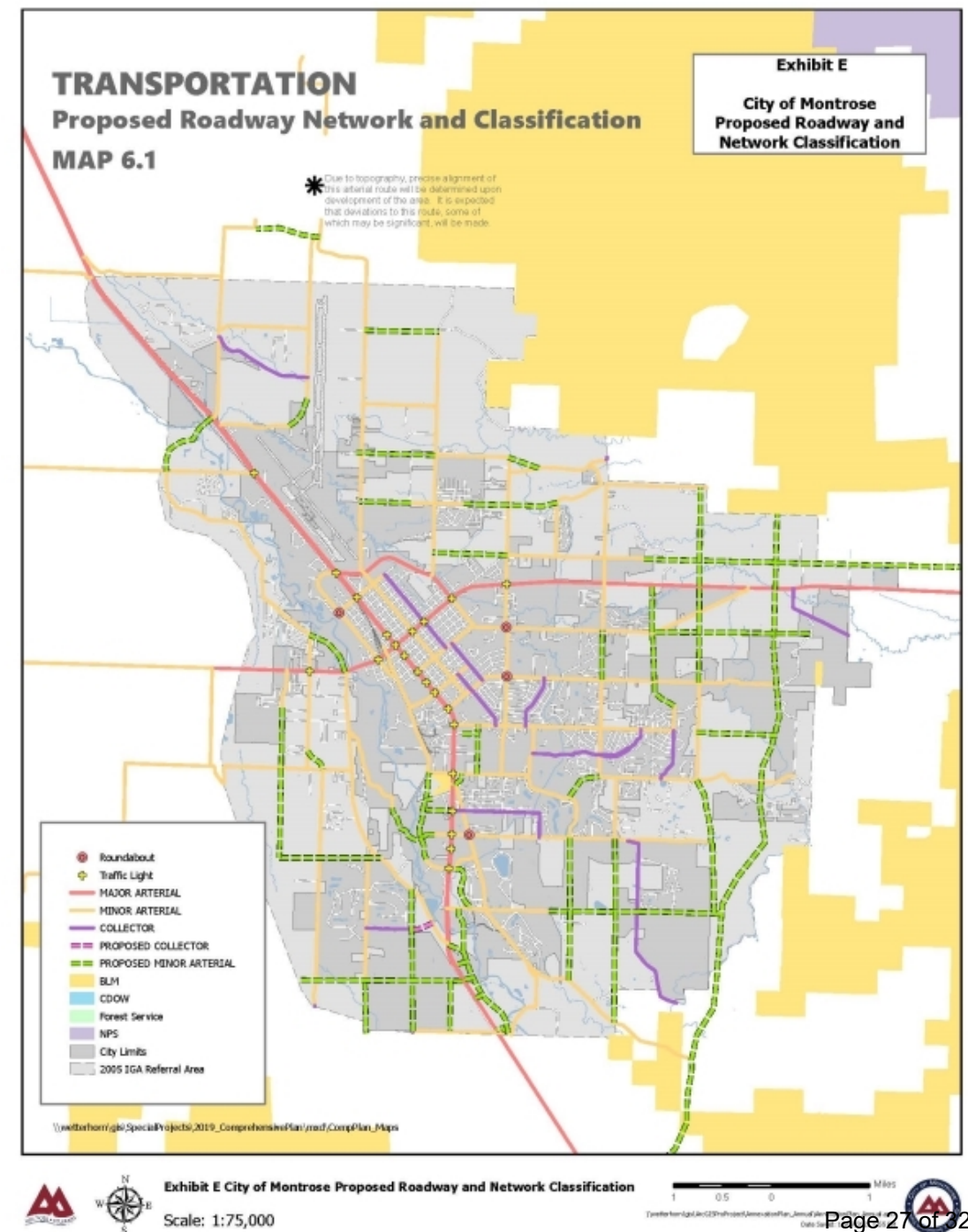
City Utility Infrastructure

- Annexations subject to City Comprehensive Plan & City Code
- Water service areas – City, Tri County Water Conservancy District, Menoken Water District & Chipeta Water District
- Extension of sewer service in accordance with Waste Water Service and Treatment Agreement with City, County & West Montrose Sanitation District
- Majority of sewer & water line extensions precipitated by growth

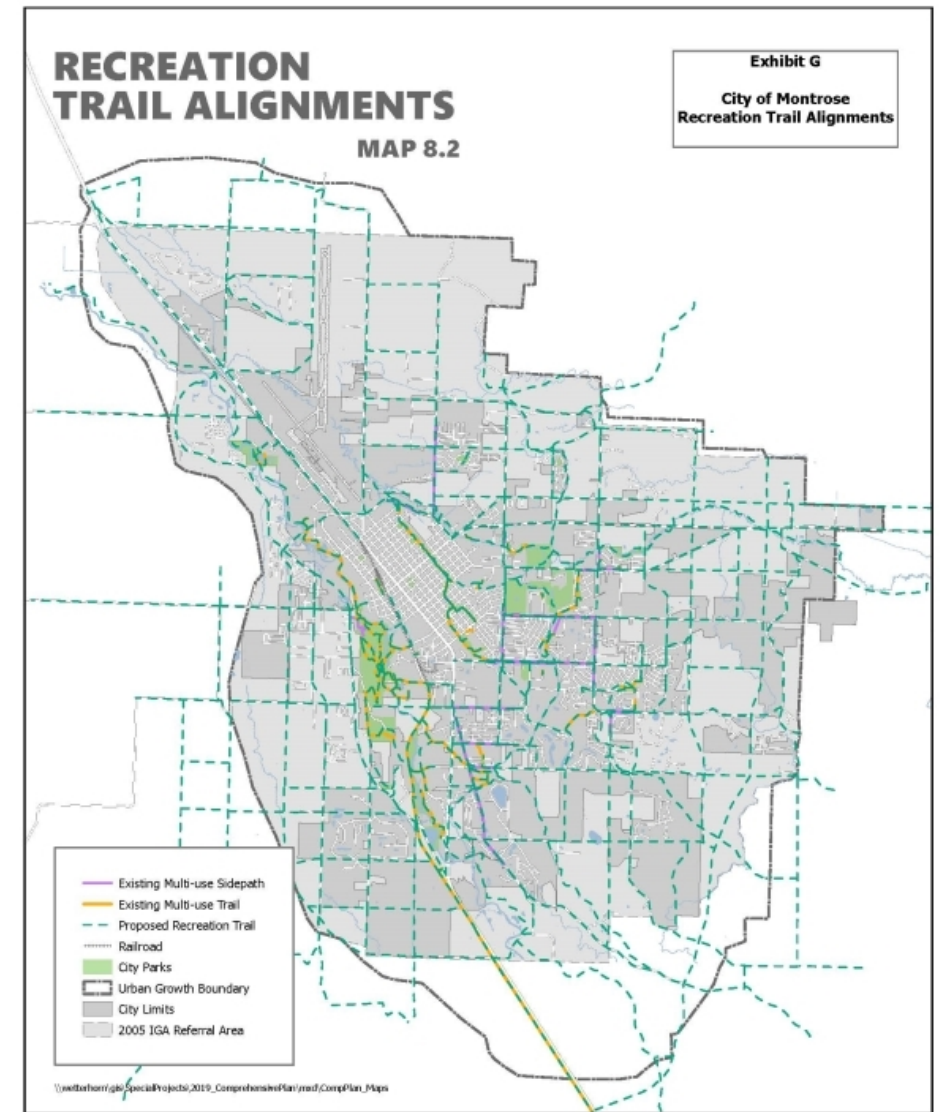
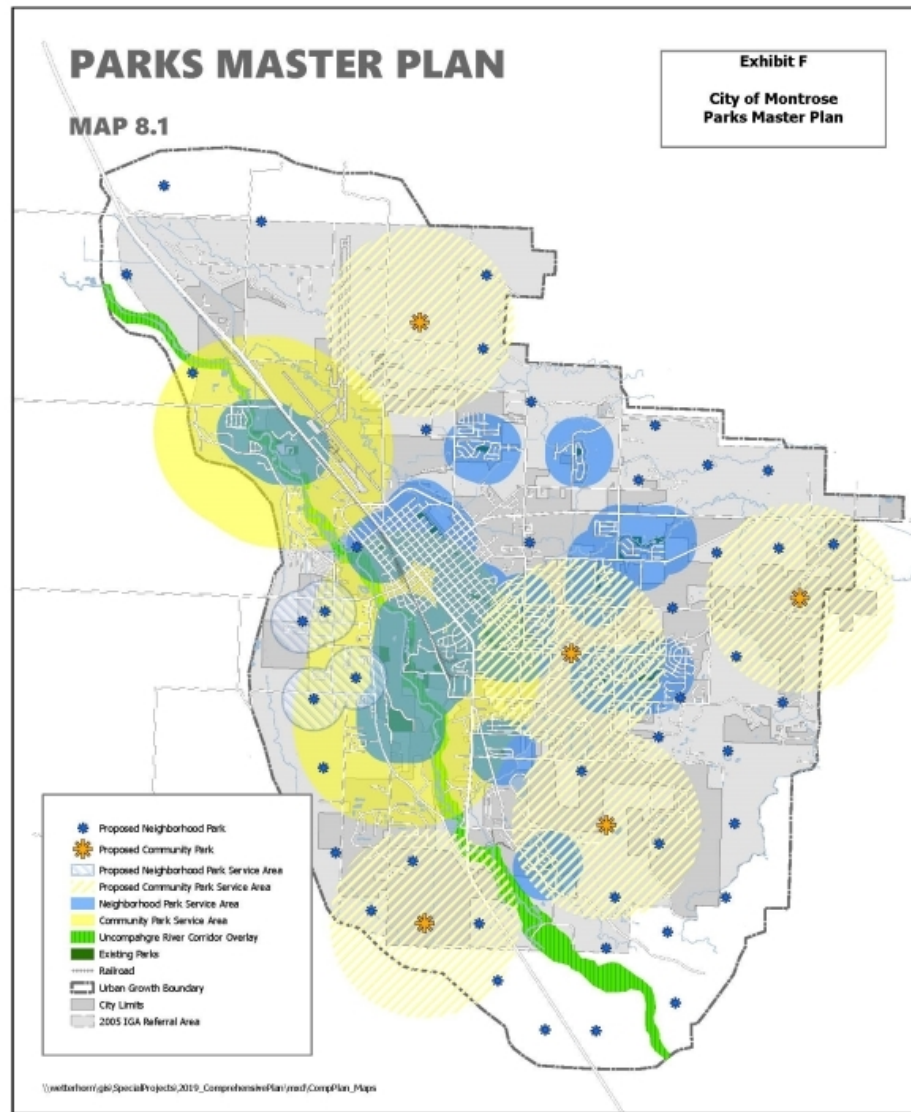


Road Infrastructure

- Major Highways – Hwy 50, 90 & 550
- Current & proposed roads & streets



Parks, Trails & Open Space



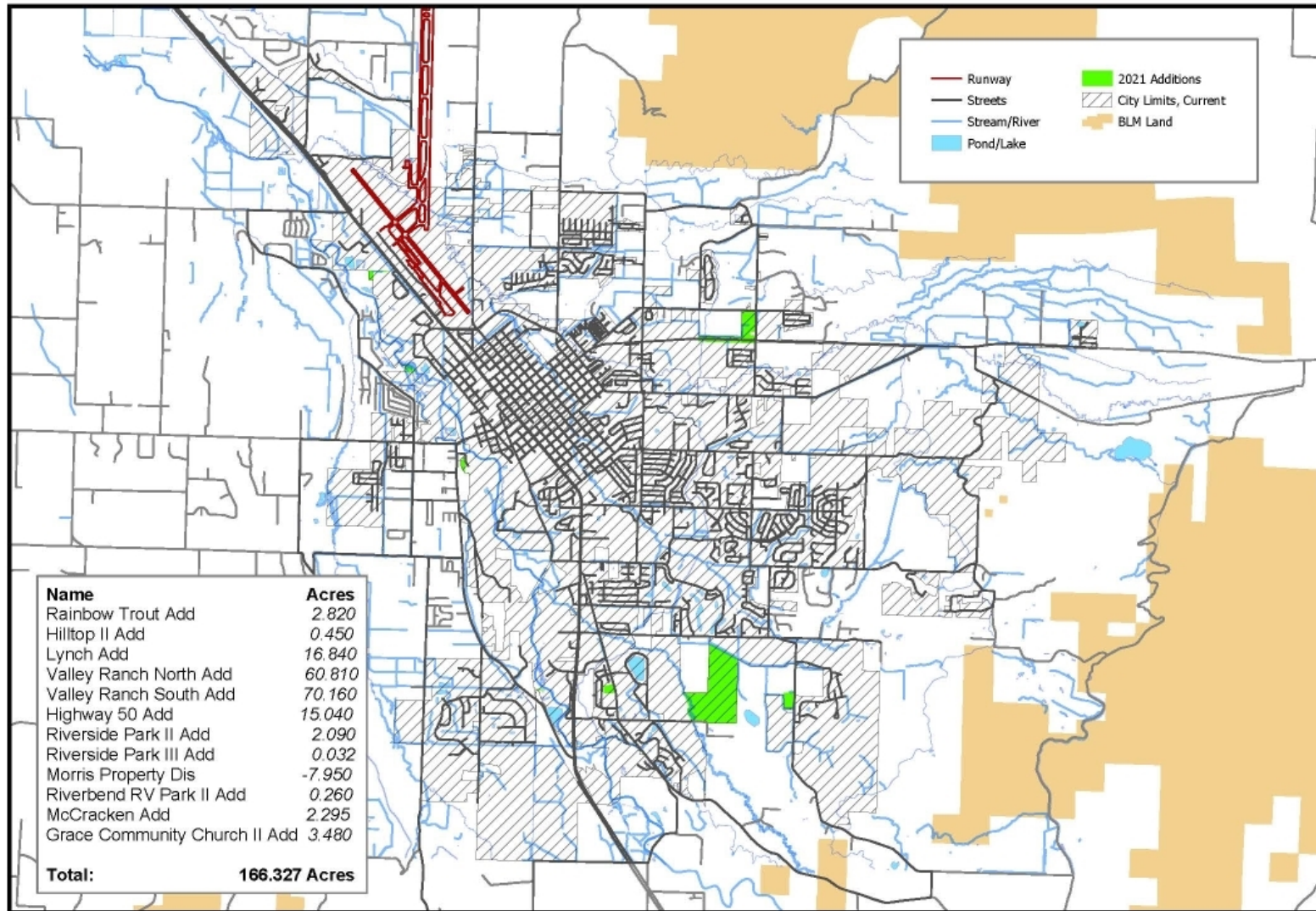
City & Public Utilities

- Electrical
- Telephone & Internet
 - Natural Gas
 - Cable
 - Sewer
 - Trash
 - Water
- Transportation

General Provisions

- To the extent that any item mentioned in CRS §31-12-105(1)(e) is not reflected in the documents, maps and plans included as a part of this plan, this plan should be construed to mean that these types of facilities are not provided.
- Proposed land uses are residential and agricultural, except as otherwise shown or provided by City zoning, land use plan, or the Comprehensive Plan.

Recent Annexations



City of Montrose 2021 Annexations

Scale: 1:70,000

10 50 1 2 3 4 5 6 Miles

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