

**Town of Bayfield
Planning Commission Meeting Minutes
October 10, 2023, Bayfield, Colorado**

I. Opening Ceremony

Chair Nyberg called the October 10, 2023, Town of Bayfield Planning Commission meeting to order at 6:30 p.m.

Planning Commissioners Present: Bryan Gadd, Mayor Ashleigh Tarkington, Jason Evans, Chris O'Shea Heydinger, Cash Snooks, and Chair Matthew Nyberg.

Commissioners Absent:

Staff Present: Nicol Killian, Community Development Director; Mark Robinson, Parks and Trails Director; Jeremy Schulz, Public Works Director; Amber Lamb, Deputy Town Clerk; Police Chief, Michael Hoguet

Media Present: None

Pledge of Allegiance

General Public Input:

Chair Nyberg opened and closed public comment.

Disclosure of Conflicts of Interest: None

Approval of Agenda: Mayor Tarkington moved to approve the agenda for the October 10, 2023, meeting as presented. Commissioner Evans seconded.

Vote:

Commissioner Gadd – Yes

Commissioner Snooks – Yes

Commissioner O'Shea Heydinger - Yes

Commissioner Evans – Yes

Mayor Tarkington - Yes

Chair Nyberg – Yes

II. Discussion Item Agenda:

a. 2023-20 Porky's Smokehouse Use by Review

Nicol Killian, Community Development Director, presented the staff report. She asked the Planning Commission if they were comfortable moving forward with the use review without the applicant present. They confirmed that they were. Staff recommends project approval with the two findings and four conditions in the staff report.

Commissioner Gadd asked about a grease trap. Ms. Killian said that San Juan Basin Public Health did have additional requirements for the restaurant design. A grease trap will be included in this.

Jeremy Schulz, Public Works Director, added that once the use by review is approved. There will be additional requirements at the building permitting stage. A grease trap and additional taps would be considered at this stage.

III. Action Agenda

a. 2023-20 Porky's Smokehouse Use by Review

Mayor Tarkington moved to approve project 2023-20 Porky's Smokehouse Use by Review with the findings and conditions in the staff report.

Findings:

- a. With the conditions below, the Use by Review, as submitted, is consistent with all requirements of the Land Use Code.
- b. The project is consistent with the 2018 Comprehensive Plan and Future Land Use Map.

Conditions:

1. Prior to starting a remodel of the building, the applicant shall apply for and receive a building permit from the Town of Bayfield.
2. Prior to operating the restaurant, the applicant shall apply for and receive a business license from the Town of Bayfield.
3. Prior to installing any new signage, the applicant shall apply for and receive a sign permit from the Town of Bayfield.
4. The restaurant shall operate the site as stated in the application submittal. If any changes to the use or site are proposed in the future, the applicant shall submit their proposed changes to the Town of Bayfield for review and/or approvals prior to making any changes.

Commissioner Gadd seconded the motion and the project was approved unanimously.

Vote:

Commissioner Gadd – Yes
Commissioner Snooks – Yes
Commissioner O'Shea Heydinger - Yes
Commissioner Evans – Yes
Mayor Tarkington - Yes
Chair Nyberg – Yes

IV. Discussion and Adjourn

- a. October 17, 2023, Next Board of Trustees Meeting
- b. November 14, 2023, Next Planning Commission Meeting – Ms. Killian said that the draft Comp Plan will be discussed at this time.
- c. Adjourn
 - a. Commissioner O'Shea Heydinger moved to adjourn the October 10, 2023, meeting. Chair Nyberg adjourned the meeting at 6:40 p.m.
 - b.

Approved:


Matthew Nyberg, Chairperson

Attest:


Amber Lamb, Deputy Town Clerk