

**WESTCLIFFE PLANNING COMMISSION  
TOWN OF WESTCLIFFE  
WEDNESDAY, DECEMBER 6<sup>th</sup>, 2023  
REGULAR MEETING**

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**CALL TO ORDER**

Ms. Patterson called the meeting to order at 3:00 P.M.

**ROLL CALL**

**The following members were present:** Chairman Patterson, Mr. Wenke, Mr. Fulton, Mr. Lund, and Mr. Jagow.

**ABSENT: None**

**PLEDGE OF ALLEGIANCE**

Chairman Patterson led the Pledge of Allegiance

**OTHERS PRESENT**

Joanie Wilcox, Stephen Wilcox-315 Gabbert Dr., Charley Ellsion-106 Bluff Circle, Randy Wilhelm-Crestone Court, Deputy Town Clerk Erin Christy, Town Manager Caleb Patterson, and Deputy Clerk Wanda Jennings.

**APPROVAL OF MINUTES**

**ACTION:**                    **Mr. Wenke** moved, and **Mr. Jagow** seconded to approve September 6<sup>th</sup>, 2023 minutes. Motion carried.

**OLD BUSINESS: None**

**NEW BUSINESS**

- a.        Review, discuss, and consider amending Title 10, Chapter I, Section 16(H) Renewal for Short-term Vacation Rentals. Charley Ellison.**

Mr. Ellison's concern was short-term rentals (STR) vs. Lodging. Why is it necessary to have liability insurance on the short-term rental?

After much discussion, it was decided to table this until next month. Ms. Jennings was requested to speak with the Town Attorney regarding licensing and do research on other towns to see what they are doing with short-term rentals.

- b.        Discuss, consider, and recommend amending Title 10, Chapter 4, Section 3, Outdoor Lighting.**

Chairman Patterson asked if the ordinance on lighting could be changed to something simple for those who do not understand outdoor lighting for dark skies compliance, such as Kelvin, lumens, etc., and would not be confused with what light bulbs to purchase in wattage.

This was tabled until next month when Caleb, Chris, and Chuck could discuss and come up with a solution. They will bring it back to the board at the next meeting.

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**NEW BUSINESS CONTINUED**

- c. **Discuss, consider, and recommend amending Title 3, Chapter 2, Section 1, Adoption to adopt the 2018 IRC (International Residential Code) Appendix Q, Tiny Home Code.**

The concerns were on the size of the home and whether this is the route the town wants to take for affordable housing. It was requested that Mr. Patterson research the town's zoning responsibilities and research adopting the appendix of 2019 for the workshop on December 28th, 2023, at 1:00 pm

- d. **Discuss, consider, and recommend amending Title 10, Chapter 2, Section 1, Zone District Map, Title 10, Chapter 2, Section 2, Zone District Use Schedule, Title 10, Chapter 2, Section 3, Zone District Regulations, reinstating Commercial B-1 and Commercial B-2 in the Plan Unit Development (P.U.D.) zones.**

**ACTION:** Mr. Lund moved, and Mr. Fulton seconded to recommend to the Board of Trustees reinstating Business 1 (B-1) and Business 2 (B-2) with the changes Mr. Patterson made. Motion carried.

- e. **Discuss and consider the development of the six (6) blocks south of Hermit Road.**

This was tabled to the workshop on December 28th, 2024, at 1:00 pm.

- f. **Consideration of recommending putting a traffic mirror at the intersection of Main and Adams Blvd and a four-way stop at Second and Main.**

**ACTION:** Mr. Jagow moved, and Mr. Lund seconded NOT to recommend this to the Board of Trustees. Motion carried.

- g. **Consideration of recommending two citizens to the Planning Commission for alternates.**

It was requested that Ms. Jennings check with the current alternate and ask if he wants to continue to be the alternate. She will bring it back to the board's next meeting.

**Mr. Wenke** moved, and **Mr. Lund** seconded to adjourn the meeting.

**ADJOURN**

Recorded by:  
Wanda Jennings  
Deputy Clerk

