MEETING OF THE PLANNING COMMISSION  
BOULDER COUNTY, COLORADO  

WEDNESDAY, OCTOBER 21, 2020 AT 1:30 P.M.

PLEASE NOTE: Due to COVID-19 concerns, this hearing will be held virtually. Information regarding how to participate will be available on the Planning Commission webpage in advance of the hearing (www.boco.org/PC).

This agenda is subject to change. Please call ahead or check the Planning Commission webpage to confirm an item of interest (303-441-3930 / www.boco.org/PC). Public comments are taken at meetings designated as public hearings. For special assistance, contact our ADA Coordinator (303-441-3525) at least 48 hours in advance.

Information regarding how to participate in this virtual meeting will be available on the Planning Commission webpage in advance of the hearing (approximately October 14) at www.boco.org/PC. There will be opportunity to provide public comment remotely on the subject dockets during the respective virtual Public Hearing portions for each item. If you have comments regarding any of these items, you may mail comments to the Community Planning & Permitting Department (P.O. Box 471, Boulder, CO 80306) or email to planner@bouldercounty.org. Please include the docket number of the subject item in your communication. Call 303-441-3930 or email planner@bouldercounty.org for more information.

Call to Order

Roll Call

Approval of Minutes/Miscellaneous Business
Approval of Meeting Minutes from September 16, 2020.

Staff Updates

Items

1. **Docket SU-20-0003: Jubilee Acres Reception Hall**
Public Hearing

   **Action Requested:** Recommendation to BOCC
   Public testimony will be taken
   Staff Planner(s): Jean (Raini) Ott

   **Request:** Special Use and Site Specific Development Plan request for a reception hall to host weddings and other events approximately 150 times per year on a 36-acre parcel.

   **Location:** 15293 N. 107th Street, located on the west side of Hwy 287/N. 107th Street approximately 2,000 feet north of its intersection with Yellowstone Road, in Section 3, Township 3N, Range 69W.

   **Zoning:** Agricultural (A)

   **Applicants:** Shane & Courtney Walter

   **Property Owner:** S&C Walter Properties I, LLC

   **Agent:** Rob Molloy, Planscapes

   **Website:** www.boco.org/SU-20-0003

Deb Gardner County Commissioner  Elise Jones County Commissioner  Matt Jones County Commissioner
2. **Docket DC-20-0002: Accessory Meat or Poultry Processing**
   **Public Hearing**
   Development of LU code language that allows small agricultural operations to slaughter, process, and dispose of animals grown on-site. Staff will provide a summary of new proposed Land Use Code Text Amendment changes that underwent the referral process along with virtual public engagement for the Accessory Meat and Poultry Processing Update.
   Website: [www.boco.org/DC-20-0002](http://www.boco.org/DC-20-0002)
   *Action Requested: Recommendation to BOCC*
   Public testimony will be taken
   Staff Planner(s): Alberto De Los Rios

3. **Docket DC-19-0005: Lodging Uses Short-Term Dwelling Rentals and Bed and Breakfast**
   **Public Hearing**
   Text amendments to the Boulder County Land Use Code related to the Short-Term Dwelling Rental and Bed and Breakfast Lodging Uses.
   Website: [www.boco.org/DC-19-0005](http://www.boco.org/DC-19-0005)
   *Action Requested: Recommendation to BOCC*
   Public testimony will be taken
   Staff Planner(s): Jasmine Rodenburg, Jean (Raini) Ott

**Adjournment**
PUBLIC HEARING
BOULDER COUNTY, COLORADO
PLANNING COMMISSION

DATE: October 21, 2020
TIME: 1:30 p.m.

PLEASE NOTE: Due to COVID-19 concerns, this hearing will be held virtually. Information regarding how to participate will be available on the Planning Commission webpage in advance of the hearing (www.boco.org/PC).

Notice is hereby given that the following public hearings will be held by the Boulder County Planning Commission at the date and time specified above. All persons interested in the following items are requested to participate in such hearing and aid the Commission members in their consideration.

Information regarding how to participate in this virtual meeting will be available on the Planning Commission webpage in advance of the hearing (approximately October 14) at www.boco.org/PC. There will be opportunity to provide public comment remotely on the subject docket during the respective virtual Public Hearing portions for each item. If you have comments regarding any of these items, you may mail comments to the Community Planning & Permitting Department (PO Box 471, Boulder, CO 80306) or email to planner@bouldercounty.org. Please include the docket number of the subject item in your communication. Call 303-441-3930 or email planner@bouldercounty.org for more information.

Docket SU-20-0003: Jubilee Acres Reception Hall
Special Use and Site Specific Development Plan request for a reception hall to host weddings and other events approximately 150 times per year on a 36-acre parcel. The application is submitted by S&C Walter Properties I, LLC (owner) and Shane & Courtney Walter (applicants). The proposal is in the Agricultural zoning district at 15293 N. 107th Street, located on the west side of Hwy 287/N. 107th Street approximately 2,000 feet north of its intersection with Yellowstone Road, in Section 3, Township 3N, Range 69W.
Website: www.boco.org/SU-20-0003

Docket DC-20-0002: Accessory Meat or Poultry Processing
Development of LU code language that allows small agricultural operations to slaughter, process, and dispose of animals grown on-site. Staff will provide a summary of new proposed Land Use Code Text Amendment changes that underwent the referral process along with virtual public engagement for the Accessory Meat and Poultry Processing Update.
Website: www.boco.org/DC-20-0002

Docket DC-19-0005: Lodging Uses Short-Term Dwelling Rentals and Bed and Breakfast
Text amendments to the Boulder County Land Use Code related to the Short-Term Dwelling Rental and Bed and Breakfast Lodging Uses.
Website: www.boco.org/DC-19-0005

Due to COVID-19 response, many Boulder County office locations are closed until further notice.
Detailed information regarding these items is available online at www.boco.org/cpp.

Persons needing special services provided under the Americans with Disabilities Act, please contact Julia Yager, ADA Coordinator, for the Boulder County Human Resources Office at (303-441-3525) at least 48 hours before the scheduled hearing.

Published: October 7, 2020--Daily Times-Call
PLEASE NOTE: Due to COVID-19 concerns, this hearing will be held virtually. Information regarding how to participate will be available on the Planning Commission webpage in advance of the hearing (www.boco.org/PC).

There will be opportunity to provide public comment remotely on the subject docket during the respective virtual Public Hearing sessions for each item. If you have comments regarding any of these items, you may submit comments to the Community Planning & Permitting Department at Boulder County Planning (PO Box 471, Boulder, CO 80306) or email to planner@bouldercolorado.org. Please include the docket number of the subject item in your communication. Call 303-441-3539 or email planner@bouldercolorado.org for more information.

Due to COVID-19 response, many Boulder County office locations are closed until further notice. Detailed information regarding these items is available online at www.boco.org/PC.

Persons needing special services provided under the Americans with Disabilities Act, please contact Julia Yager, ADA Coordinator, for the Boulder County Human Resources Office at 303-441-3529 at least 48 hours before the scheduled hearing.

Published: Longmont Times Call October 7, 2020-1743530

Shayla Najera
Notary Public

SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031065
MY COMMISSION EXPIRES JULY 31, 2021

Account: 1050753
Ad Number: 1743530
Fee: $64.67
MEETING OF THE PLANNING COMMISSION
BOULDER COUNTY, WEDNESDAY, OCTOBER 21, 2020
{Approved on November 18, 2020}
The Planning Commission of Boulder County held a regular afternoon session virtually via Zoom on October 21, 2020.

Call to Order
The meeting was called to order at 1:33 p.m. by Vice-Chair Sam Libby.

Roll Call
Members Present: Daniel Hilton
Gavin McMillan
Lieschen Gargano
Second Vice-Chair Mark Bloomfield
Sam Fitch
Vice-Chair Sam Libby

Members Excused: Ann Goldfarb Chair
Melanie Nieske
Todd Quigley

Approval of Minutes/Miscellaneous Business
Approval of Meeting Minutes from September 16, 2020.
MOTION: Lieschen Gargano MOVED that the Boulder County Planning Commission APPROVE the meeting minutes from September 16, 2020.
SECOND: Mark Bloomfield
VOTE: Motion PASSED {6:0}

Staff Updates
None.

Items

1. **Docket SU-20-0003: Jubilee Acres Reception Hall**
   **Public Hearing**
   Jean (Raini) Ott presented the application for Shane & Courtney Walter and S&C Walter Properties I, LLC, Special Use and Site Specific Development Plan request for a reception hall to host weddings and other events approximately 150 times per year on a 36-acre parcel. The proposal is in the Agricultural zoning district at 15293 N. 107th Street, located on the west side of Hwy 287/N. 107th Street approximately 2,000 feet north of its intersection with Yellowstone Road, in Section 3, Township 3N, Range 69W.
   **PUBLIC HEARING OPENED**
   **SPEAKERS:** Courtney Water (applicant) - 107 Dawson Lane; Rob Molloy (agent) - 980 Norway Maple Drive; Darcy Sheahen (agent) - 830 Park Edge Circle; Mary & Gary Pearson - 10496 Ramuda Dr.; Steve Strawbridge - 10504 Ramuda Dr.; Nicole & Joseph Bell Henderson - 15493 N. 107th St.; Carina Fisher - 10429 Yellowstone Rd.; Susan Strawbridge
PUBLIC HEARING CLOSED

MOTION: Sam Libby MOVED that the Boulder County Planning Commission recommend that the Board of County Commissioners CONDITIONALLY APPROVE Docket SU-20-0003: Jubilee Acres Reception Hall with the conditions outlined in the staff report with an additional condition to limit the number of events to no more than 150 events whether wedding events or church events in a calendar year, and to restrict to no more than 4 such events in a calendar week.

SECOND: Sam Fitch

VOTE: Motion PASSED {6:0}

CONDITIONS OF APPROVAL:

1. The applicant shall provide a Development Agreement, for review and approval by County staff, prior to the issuance of any permits by the Boulder County Community Planning & Permitting Department and prior to the recordation of said agreement.

2. Prior to recordation of the Resolution or Development Agreement, the property owner shall enter into a restrictive covenant with the County confirming that the two shares of the Supply Ditch will remain attached to, appurtenant to, and available for continued use on the Property, in order to ensure the applicants’ commitment of record to utilize that water for agricultural purposes only.

3. All applicable local, state, and federal permits must be obtained and maintained.

4. The four 900-square-foot cabins for overnight client lodging are not approved.

5. The proposed berms on the site plan dated September 2, 2020 are not approved.

6. All persons must comply at all times with Boulder County Ordinance No. 92-28: An Ordinance Pertaining to the Regulation of Noise on Public and Private Property.

7. Shuttle service must be provided for all events where 200 people or more, including staff and vendors, will be on-site. The use of shuttle service for all other events must be encouraged.

8. At building permit application, the applicant must submit updated access and parking lot designs that comply with the Boulder County Multimodal Transportation Standards, including bicycle and ADA-compliant parking as detailed in the referral response from the Development Review Team - Engineering. No overflow parking is permitted and a maximum of 111 vehicles may be on-site at any time.

   a. Prior to final inspection, the Community Planning & Permitting Department must verify that the access and parking comply with the Boulder County Multimodal Transportation Standards.

9. At building permit application, revised plans for the on-site detention ponds must be submitted that comply with the Boulder County Storm Drainage Criteria Manual.

   Permissions from the Highland Ditch Company and the Supply Ditch Company that confirm their approvals of the final design and copies of the ditch easements must also be submitted.

   a. Prior to final inspection, the Community Planning & Permitting Department must verify that detention ponds comply with the Boulder County Storm Drainage Criteria Manual.

10. At building permit application, a breakdown of all proposed non-foundational earthwork must be submitted. Site disturbance and non-foundational earthwork must be minimized to the extent possible.

11. At building permit application, the applicant must submit a Revegetation Plan for review and approval by the Community Planning & Permitting Department.

12. At building permit application, details regarding the placement and construction of the silt
fence must be submitted to and approved by the Community Planning & Permitting Department. The placement and profile of the silt fence must be shown on the Revegetation Plan. The silt fence must be installed before construction commences and remain in place until vegetation is sufficiently established on the disturbed soil.

a. Prior to any grading or site disturbance, the silt barrier location and materials must be installed as required per the approved plans.

13. At building permit application, the applicant must submit to the Community Planning & Permitting Department for review and approval exterior color samples (color chips, brochure, or catalog page) to be used including roof, siding, and trim.

a. Prior to issuance of a Certificate of Occupancy, the Community Planning & Permitting Department must inspect and verify that the approved colors and materials are used on the structures.

14. At building permit application, one copy of a proposed lighting plan must be submitted to the Community Planning & Permitting Department for review and approval. Down lighting is required, and all bulbs must be fully shielded to prevent light emissions above a horizontal plane drawn from the bottom of the fixture. The lighting plan must indicate the locations of all exterior fixtures on the structures and the site, including in and around parking. Cut sheets (manufacturer’s specifications with picture or diagram) of all proposed fixtures must be submitted and no permanent string lighting is permitted.

a. Prior to issuance of a Certificate of Occupancy, the full installation of the approved lighting plan must be inspected and approved by the Community Planning & Permitting Department.

15. At building permit application, the applicant must submit a Landscape and Screening Plan for review and approval by Parks & Open Space and Community Planning & Permitting staff. The Landscape and Screening Plan must include the following minimum requirements:

a. The maximum preservation of existing mature trees is required.

b. Additional trees shall be planted within the locations identified as berms on the site plan dated September 2, 2020, and the tree locations must be noted on the plan.

c. The locations of the thirteen trees identified on the site plan along the northern boundary are approved as proposed.

d. Three trees shall be planted in the area of the berm proposed immediately north of the access drive. The locations of the three trees identified on the site plan in the same area are approved as proposed.

e. Twelve trees shall be planted within the area of the berm proposed immediately south of the access drive.

f. Trees shall be placed and spaced in a manner that maximizes screening with the goal of “breaking up” the view rather than completely obscuring it.

g. At the time of planting, deciduous trees shall have at least a two-and-a-half inch caliper, and coniferous trees shall be at least six feet in height.

h. Trees should be carefully selected from native species, and the proposed species must be listed on the plan.

16. Prior to issuance of any building or grading permits, the applicant must obtain a Stormwater Quality Permit from the Community Planning & Permitting Department.

17. Prior to issuance of any building or grading permits, the applicant must provide a copy of the Colorado Department of Transportation access permit.

18. The applicants shall be subject to the terms, conditions, and commitments of record and in the file for docket SU-20-0003 Jubilee Acres Reception Hall.

19. Applicant will limit the number of events to no more than 150 events whether wedding events or church events in a calendar year, and to restrict to no more than 4 such events in a calendar week.
2. **Docket DC-20-0002: Accessory Meat or Poultry Processing**  
   **Public Hearing**  
   Alberto De Los Rios, Long Range Planner I, presented text amendments to the Boulder County Land Use Code to create an accessory agricultural use to permit animal operations to slaughter, butcher, cut, dress, and package meat and poultry on site.

   **PUBLIC HEARING OPENED**

   **SPEAKERS:** None.

   **PUBLIC HEARING CLOSED**
   **MOTION:** Sam Libby MOVED that the Boulder County Planning Commission recommend that the Board of County Commissioners approve Land Use Code text amendment Docket DC-20-0002: Accessory Meat and Poultry Processing, with the comments related to the following:
   1. Explore different scenarios for setbacks to avoid nuisances to neighboring properties
   2. Clarify the language provided for time periods regarding the maximum allowable number of animal units
   3. Evaluate the proposed animal units with considerations for further amendment in the future. Determine whether the current number is enough to meet the agricultural community's needs
   **SECOND:** Mark Bloomfield
   **VOTE:** Motion PASSED (6:0)

3. **Docket DC-19-0005: Lodging Uses Short-Term Dwelling Rentals and Bed and Breakfast**
   **Public Hearing**
   Jasmine Rodenburg, Senior Planner, presented text amendments to the Boulder County Land Use Code related to the Short-Term Dwelling Rental and Bed and Breakfast Lodging Uses.

   **PUBLIC HEARING OPENED**

   **SPEAKERS:** Bobby Rothschild - 6620 Finley Pl. #301 (sent comments by email); Samuel Arieti - 275 Wagener Rd.; Debby Browne - 525 Spring Canyon Court (pooled time with Luann Strom - 9517 Juniper Way); Bernie Strom - 375 CR 113 N; Patrick Commerford - 290 Tahosa Park South Rd.; Nicholas Mirialakis - 17762 Highway 7; Brian and Rosemary Donahue - 105 Wagener Road; Giovanni Ruscitti - 1712 Pearl Street; Richard Harris - 17663 Highway 7; Phil Stern - PO Box 56; Sandy Nelson - PO Box 193; Ilona Dotterrer - 289 Ski Road; Denise Donnelly - 466 Logan Mill Road.

   **PUBLIC HEARING CLOSED**
   **MOTION:** Gavin McMillan MOVED that the Planning Commission recommend that the Board of County Commissioners approve docket DC-19-0005: Short-Term Dwelling Rental and Bed and Breakfast Update and adoption of the proposed text amendments, with the following condition:
   1. The Board of County Commissioners concurrently adopts the proposed Short-Term Rental and Vacation Rental Licensing Ordinance.
   Additionally, they directed staff and the Board of County Commissioners to consider the following things:
   - Reduce the minimum acreage below the one-acre minimum in the Vacation Rental Use
   - Increase the 60-day limitation in the Secondary Dwelling Accessory Short-Term Rental Use
   - Establish a waiver or other process to ask for an exception to these regulations
   - An administrative process for the Secondary Dwelling Accessory Short-Term Rental Use
   - A review of the efficacy of these Text Amendments and Licensing Ordinance after they get implemented, perhaps annually.
   - Further mechanisms for communication with the public to demonstrate and show what the current regulations are and what will be changing due to the new regulations.
   **SECOND:** Sam Fitch
VOTE: Motion PASSED (6:0)

Adjournment
The meeting was closed at 6:55 p.m.