



Nederland Planning Commission

MINUTES

Wednesday, July 27, 2011 ~ 7:00 pm
Nederland Community Center
750 Highway 72 North

1) Call to Order

The Chairman called the meeting to order at 7:17 PM.

2) Roll Call

Present: Chairman Bill Martin, Commissioners Roger Cornell, Denise Jackson, Kris Larsen and Steve Williams

Also present: Town Administrator Alisha Reis, Deputy Town Clerk Kristen Edwards.

Absent: Commissioner Mikki Osterloo and Trustee Kevin Mueller

3) Approval of minutes from May 25, 2011

The motion to approve the minutes was made by Commissioner Cornell, seconded by Commissioner Jackson and unanimously approved.

4) Action Items

a. Special Review Use Application – Pioneer Inn, LLC (15 E. 1st Street)

Applicant Cindy Shaw (Pioneer Inn, LLC - 15 E. 1st Street) introduced the item on behalf of herself and her husband Dave. She explained that they would like to serve food and beverages in the outdoor space informally known as the 'beer garden', as did the previous owner. They have had full inspections by Town Building Officials and the Fire Department and are following all recommendations made by both.

In response to questions, Ms. Shaw explained that the occupancy limit for the space was lowered by the Fire Department based on the

fact that the door between the restaurant and the beer garden doesn't swing both ways. They are currently limited to 49 occupants in the space. She noted they have musical performers in the afternoons on the weekends, but keep the music in the space acoustic in response to concerns from neighbors and to eliminate the need for a permit from the Town. The exterior lighting will be movable and downward facing so as not to disturb the neighbors. The space is owned by Walt Seeley but leased year-round to the Pioneer Inn, LLC. They are undecided as to whether they will actively use the space in the winter, but are encouraging smokers to use the space so as to avoid smokers crowding on the sidewalk near the front door.

Commissioner Cornell opined that the situation is really more of a change of ownership than a new Special Review Use and is fine with the proposal. Chairman Martin agreed that this is the continuation of a legacy in the space and that the use fits well in the district and with the surrounding businesses.

The motion to recommend approval of the application to the Board of Trustees given compliance with the recommendations made during Staff and Town review was made by Commissioner Larsen, seconded by Commissioner Cornell and unanimously approved by a hand vote.

5) Discussion Items

a. Nederland Comprehensive Plan Update

Reis shared with the Commission news from the recent Board of Trustees workshop on goal setting for 2012. Most relevantly, the Comprehensive Plan update was one of the top six goals, and the intention is not only to finish it by the end of 2012 but to fund it in the 2012 budget. The BOT also emphasized the importance of having the Envision 2020 report adopted first, then having planning processes flow from there. The BOT is suggesting that moving forward, hired consultants will do the nitty gritty work on the Comprehensive Plan, while the Commission's role will be one more advisory in nature. The group will be able to react to drafts of the Plan generated by the consultants and will give direction and perspective from their knowledge-based point of view. Reis believes this leadership role is the more appropriate one for a Planning Commission in a Comprehensive Plan update process.

Commissioner Cornell said he would welcome the expertise that a consultant could bring to the process. The group agreed that this is great news and a good way to move the process forward.

Chairman Martin wanted to better understand the Board's directive on the relationship of the Comprehensive Plan to Envision 2020. Reis explained that the BOT's perspective is that the Comprehensive Plan is the key document from which future planning and the corresponding code changes will flow, but they want the Comprehensive Plan in its new form to be informed by the Envision 2020 process. The new Comprehensive Plan in turn will inform a significant code update.

Reis recommended starting the RFQ (Request for Qualifications) and RFP (Request for Proposals) processes now to best use the interim time before the 2012 funds are ready. The best candidate can be selected in advance, and said candidate can hit the ground running when the funds become available in the new year. Reis emphasized the importance of the RFQ process in narrowing the applicant field; assessing only proposals from qualified firms can expedite the process, save time, and allow for a truly focused assessment of the best firms. She will pull materials together for the group to review at the August meeting; ideally the group will have an RFQ document to approve at the September meeting. The goal would be to move through the RFQ and RFP processes by the end of the year and have the selected consultant start work in January.

The group agreed to review the Envision 2020 document and see how it fits with the Comprehensive Plan chapters they've been editing.

For the August meeting, Reis will generate a draft RFQ as well as provide a number of alternative samples to review.

Chairman Martin encouraged the group to continue working on chapter updates so as to provide any incoming consultants with the most updated information that best reflects current thinking.

6) Other Business

There was no other business.

7) Adjournment

The motion to adjourn was made by Commissioner Cornell, seconded by Commissioner Larsen and unanimously approved at 8:17 pm.

Approved by the Planning Commission,



Bill Martin, Chair, Planning Commission

ATTEST:



Kristen Edwards, Deputy Town Clerk