

## Interlaken Town Planning Commission Meeting Agenda

**Entity:** Interlaken Town

**Body:** Interlaken Planning Commission

**Subject:** Business

**Notice Title:** Interlaken Town Planning Commission Meeting

**Notice Type:** Meeting

**Event Start Date & Time:** September 24, 2018 6:00 PM

**Event End Date & Time:** September 24, 2018 7:00 PM

**Location:** Town Pump House, 236 Luzern Drive

### Description/Agenda:

**1. Call To Order.** Member Littell called the meeting to order at 6:18pm

**2. Roll Call:**

- Susanna Littell – Planning Commission Chair
- Elizabeth Hora – Planning Commission Vice-chair

**3. Presentations: None**

**4. Consent Agenda: None**

**5. Approval of 9/24/18 Agenda or Changes. None**

**6. Approval of 7/17/18 and 8/27/18 Planning Commission Meeting Minutes.**

- 8/27/18 Hora makes motion to approve, Littell seconds. Motion passes with all members voting “Aye”

**7. Public Comment:**

Comments taken on land use topics not scheduled for a Public Hearing. Speakers please limit your comments to a few minutes. The Commission cannot act on items not listed on the agenda, so it may not be able to respond. Total time for public comments will be 10 minutes unless Commission agrees to extend.

**8. Town Engineer – Epic Project Status Update.**

- Lot#112 - Daines Property Project Status. – Pile and portable toilet will be relocated, Member Littell talked to them about it. Temporary tie in to water meter excavated outside ROW, danger is signed. Progressing and addressing Commission concerns
- Lot#115 – Howard Property Project Status. Small continuous progress
- Lot# 218 – Frank Property Project Status. Construction related graded areas exposed – mountainside visibly scarred. Reseeding recommended after construction is complete.
- Lot# 11 - Sheldon Property Project Status. Continuing to progress.
- Lot#12 - Southwick Property Project Status. No new status update (still need to submit a grading permit).
- Lot #43 – New - Gladwin Garage Project Status. Council approved the building permit for grading, but construction of structures is halted pending final Epic approval of structural drawing components.
- Lot# 214 – Identified concern - Post Construction-related exposed graded areas concern on the NE side of the property. Does not look like the lot was reseeded after construction. Recommend to Town Council that the Town send homeowners a letter to reseed/vegetate ASAP to retain topsoil and to comply with building code requirements (that all disturbed/graded areas be revegetated).

**9. General Plan Update.**

- Discussion regarding draft General Plan comments received by the Mayor and Town Council during 9/10/18 Council Meeting
  - Littell attempted to contact Meg Ryan at ULCT via email and phone (left a VM to contact her regarding the Survey use and Current Land Use topics referenced below). She will continue to reach her for her input on these issues.

- Littell spoke with Bob Allen of MAG (9/24/2018) regarding survey and current land use.
  - Survey – Bob Allen (of MAG) recommends we attach the survey in its entirety or not at all. The Planning Commission disagrees with this tactic but is taking it under consideration. Planning Commission recommends including tables of responses but not comments. Some comments may identify the writer, and this was intended as an anonymous survey.
  - Current Land Use – Only the Residential and Municipal land use zones currently exist. In our Land Use Code (Title 11, Section 11.01.010 Intent and Purpose) it states the intent of the Town Council is to develop a Comprehensive Plan that accomplishes several things which includes: “(J) Promote the retention of Interlaken Town’s rural atmosphere and preserve a variety of types of open spaces, scenic vistas, agricultural lands, and natural areas.” However, this is not specifically mentioned in our current land use zoning descriptions.

The new Public Land Use Zone proposed in the previous draft General Plan version would require 67% of all land owners to vote to change any proposed land use change within this zone (including changes to current open space within this zone). However, Bob Allen (of MAG) mentioned that this Land Use is designed for HOAs, not towns, and would require legal evaluation before the town can consider using this land use zone.

If Council supports the idea they could approve a new land designation called Municipal Open Space.

- As it stands – we can write into the General Plan that we *encourage* the preservation of open spaces, however we would need the TC to change the zoned land use.
- PC recommends making a statement in the Municipal Zone that the community is committed to protecting open space. This statement pushes us in the right direction, supports the current Intent and Purpose section of the Land Use Code, but not force any changes upon the Town.
  - Susanna also discovered that we have no formal land zoning map. One has been prepared by Bill Goodall that the PC should add to the General Plan. The map will ensure that only the two existing land designations are reflected.
- General Plan Public Comment Period and Planning Commission Public Hearing activities scheduling.
- Public hearing scheduled for November 19<sup>th</sup> at 6pm. Bob Allen can attend and facilitate. Normal PC meeting will commence immediately after.

## 10. Other Business.

- Planning Commission went line by line through the survey and selected questions that were addressed within the General Plan. This subset of survey questions will be provided as an Appendix in the General Plan.

## 11. Action Item Update from Previous Meetings (6/6, 6/18, 7/17, & 8/27, 2018 minutes).

- No updates

## 12. Adjournment

- Member Littell motions to adjourn, Member Hora seconds. Motion carries at 7:23 pm with all members voting “Aye”