

Planning & Zoning Commission
July 13th, 2016 Minutes
City Council Chambers

The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Vice-Chairwoman Keegan Mackenzie-Chavez.

Upon roll call, the following were present:

Vice-Chairperson K. Mackenzie-Chavez
Commissioner J. Dooley
Commissioner F. Pawlowski
Commissioner F. Kozeliski
Commissioner M. Long
Commissioner L. Miller

Upon roll call, the following were absent:

Chairman K. Wilson

Presented to the Chairman and Commissioners for their approval were the minutes of the June 8th, 2016 regular meeting. Commissioner Pawlowski motioned for approval of minutes as presented. Seconded by Commissioner Long, A.V.A. Motion Carried.

Chairwoman Mackenzie-Chavez administered the oath required by state law for public forum.

ITEM ONE: CASE# 16-00700001: Request by James Isbell, Agent for Bank of Colorado DBA Pinnacle Bank, property owner, for a Conditional Use Permit to allow a Small Animal Boarding Facility in a Heavy Commercial (C-3B) District. The property is located at 816 Boardman Avenue; more particularly described as Tract 3 State Road 32 Bypass Subdivision; in the SE ¼ of Section 23, Township 15N, Range 18W.

CB Strain informed the Commission that we had another case come before the commission just a few months ago. He referred to the section of our current municipal code that deals with the operation of kennels within our City limits. Pinehaven Kennels will have to comply with the Municipal Code as this request is for a change of use. Previously a veterinary clinic was at this location and now it will be used as a kennel. This use is permitted in a Heavy Commercial (C-3B) District with a Conditional Use Permit. That is why we have come before the Commission but this is a straight forward request – as was the last request for a boarding facility.

CB also explained that Animal Control has reviewed the request and submitted their recommendations as to what will be required at the facility. The recommendations must be complied with prior to the issuance of a City Business License. The requirements were included in the agenda packets for review (page 1-12). CB read the list. He added that Cosy Balok, from the Animal Control Department, inspected the site before preparing the recommendation list.

CB also noted that previously an animal incinerator had been used at the site. The new business owners are not to use the incinerator.

Once all requirements are complied with, including the landscaping and parking, a City Business License can be issued. CB did add that the landscaping currently exists so that will be fine, but he does not know what the condition of the parking lot is – the parking area may have to be restriped. This could simply mean going over the existing striping in order to be in compliance.

CB read aloud a letter staff received from Rick Murphy, Murphy Builders – regarding his opposition to using an incinerator at the facility. Mr. Murphy was not in opposed to the use.

Chairwoman Mackenzie-Chavez asked if there would be a follow up inspection from Animal Control. CB replied that another inspection will be conducted prior to the issuance of the business license.

Commissioner Pawlowski noted that the Animal Control report states that there are no windows or natural light. He realizes that this is not a requirement for a facility of this nature but he would like to strongly suggest that the owners change that if at all possible. He does not like the idea of animals not being able to experience this.

Commissioner Dooley asked if Animal Control will be continually inspecting the site, or is this a one-time review. CB replied that the Animal Control Department requirements must be complied with in order for the business to be in compliance with our City Ordinance. The requirements must be met prior to the issuance of a City Business License. They may not be checking periodically unless the City receives complaints. If any of the conditions of the Resolution are violated, then this would be grounds to revoke the conditional use permit.

Commissioner Dooley asked if this facility is for boarding dogs with owners or will strays also be boarded on site. CB noted that strays are taken to Animal Control.

Chairwoman Mackenzie-Chavez asked if the State conducts annual inspections. CB stated he was unaware of any just inspections.

Commissioner Dooley commented that she feels that any pet owner who cares enough about their pet to board it, will be very aware of what is going on at the facility.

Mr. Isbell, business owner, addressed the issue of ventilation – stating that the fans had not been turned on while Cosy Balok, from the Animal Control Department inspected the facility. He also added that both dogs and cats will be allowed at this facility.

Motion was made by Commissioner Kozeliski for approval of this item as presented by staff and subject to compliance of the conditions included in Resolution RP2016-04. Seconded by Commissioner Pawlowski. A.V.A., Motion Carried.

There was a brief discussion on **Items Two and Three.**

Commission Adjourned at 6:18 p.m

PLANNING & ZONING COMMISSION



KENT WILSON, CHAIRMAN

ATTEST:



CLYDE (C.B.) STRAIN

SECRETARY TO PLANNING & ZONING