



Archuleta County Development Services Department  
**ARCHULETA COUNTY PLANNING COMMISSION MINUTES**

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**Archuleta County Planning Commission Minutes, Regular Meeting December 8, 2021**

The Archuleta County Planning Commission held a meeting on Wednesday December 8, 2021 at the Archuleta County Commissioners Meeting Room, 398 Lewis Street, Pagosa Springs, Colorado. Commissioner Parker called the meeting to order at 6:00 pm.

**Commissioners in attendance:**

David Parker, Richard Vihel, Anita Hooton, and Luke McCauley were in attendance, establishing a quorum.

**Staff in Attendance:**

Pamela Flowers, Development Director; Brandon Wolff, Planner; Jamie Jones, Administrative Assistant

**Public in Attendance:**

Peter Beaudry  
Collin Ecker  
Mickey Ozolins  
Ken Bowles  
Andrew Bowles

**Agenda Review:**

The Appeal Hearing for the Revocation of the Vacation Rental Permit at 220 Shooting Star Dr requested by Deborah and Bruce Mote was removed from the agenda at the request of the Appellant. It may be added to a future agenda if agreement cannot be reached between the parties.

**Commissioner Hooton moved to approve the Meeting Agenda, as amended. Commissioner Vihel seconded the motion and it carried unanimously (4-0).**

**Consent:**

A. Approval of Meeting Minutes from October 27, 2021

**Commissioner Vihel moved to approve the October 27, 2021 Meeting Minutes and Chairman Parker seconded. The minutes were unanimously approved with one administrative correction (4-0).**

B. Legal Lot Certificate (IDP21-142) for Derek MacGuffie at 14637 State Hwy 151

**Commissioner Hooton moved to approve the Legal Lot Certificate. Commissioner McCauley seconded the motion and it carried unanimously (4-0).**

**Old Business:**

None

**New Business:**

**A. Public Hearing of Joshua Ray's Submission of a Final Plat for the Ray Minor Subdivision of 626 Catchpole Dr (PLN21-128)**

Pamela Flowers, Development Director, explained that the plat was intended to subdivide the ten-acre parcel zoned Agricultural Estate (AE) into two five-acre parcels, also to be zoned AE. She confirmed that both new parcels would have adequate water and access to Catchpole Dr. The parcels are also in the Very Low Density Residential area of the Future Land Use (FLU) Map. This would not be consistent with this density. However, the Director also explained that this portion on the FLU contains many parcels that would be more appropriately indicated as Low Density Residential, and this disconnect will likely be corrected in next year's update of the FLU Map for Archuleta County. Only one administrative correction to the plat was listed as a condition of approval and must be reflected on the Mylar print of the plat map before signatures and recording.

No members of the public requested comment.

**Commissioner McCauley moved to recommend approval to the Board of County Commissioners of the Ray Minor Subdivision Final Plat at 626 Catchpole Dr (PLN21-128) with findings A and B and condition 1, as presented. Commissioner Hooton seconded and it passed unanimously (4-0).**

**B. Public Meeting of the Pagosa Meadows Unit Four Amendment 2021-01 Minor Lot Line Adjustment Final Plat Review (PLN21-134)**

The Director, presented the Amended Final Plat submitted by Bruce & Susan Jones and Kim D. Biggs, for the Pagosa Meadows Unit Four Subdivision. This action will impact lots 12X, 13, and 64 of the subdivision, dividing lot 13 and resulting in lots 12XZ and 64Z. She explained that the affected parcels are part of the Pagosa Lakes Property Owners Association and are therefore zoned Planned Unit Development (PUD). Both parcels have proper road access via Cameron Pl and Belford Pl. The review of this plat map revealed several administrative corrections that were needed that resulted in several conditions that must be fixed prior to the Mylar printing, signing, and recording of the plat.

No members of the public requested comment.

**Commissioner Hooton moved to recommend approval of the Pagosa Meadows Unit Four Amendment 2021-01, Being a Minor Lot Line Adjustment of lots 12X, 13, and 64 to create Lots 12XZ and 64Z, Final Plat submitted by Bruce & Sandra Jones and Kim D. Biggs, as presented with conditions 1-8. It was seconded by Commissioner Vihel and it passed unanimously (4-0).**

**C. Review and Recommendation for Candidates for Planning Commission Members**

Commissioners discussed the three candidates, Adam Buttons, Peter Beaudry, and Mark Weiler. They concluded that all three candidates were extremely well qualified and any of them would benefit the Planning Commission. However, it was felt that Buttons and Beaudry would be preferred because they are not involved in other councils or boards and their perspectives would be the freshest. A letter with this recommendation will be signed by the Chairman and forwarded to the Board of County Commissioners for consideration at an upcoming meeting.

**Member Comments:**

Commissioner Hooton commented that this was her last meeting and that she had appreciated her many years in this role. She stated that she will miss the work, but feels the time is right for her to allow others the opportunity to be a part of this important team.

Chairman Parker also remarked that this is his final meeting and he too was proud to participate these past seven years. He also thanked Director Flowers for her work and indicated that he was pleased with the direction she is taking the Planning Department in support of the entire County.

**Next Meeting:**

**Due to the Christmas Holiday, the next meeting will be held at 6:00 pm on January 26, 2022.**

**Adjourn:**

**Motion to adjourn made by Commissioner Hooton and seconded by Commissioner McCauley. Vote was unanimously 4-0 "Aye."**

**Chairman Parker adjourned the meeting at 6:21 pm.**

**Approved this 26th day of January, 2022.**

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**Pamela Flowers**  
**Development Director**

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**Chairman**