



Clear Creek County Planning Commission Agenda

Call To Order

Roll Call

Call For Public Comment On Non-Agenda Items

ACTION ITEMS

.I. January 21, 2026 Meeting Minutes

Documents:

[1-21-2026 MINUTES DRAFT.PDF](#)

Staff And Planning Commission Updates (As Needed)

.I. Introduction Of New Long Range Planner, Shweta Iyer

.II. 2026 Planning Department Goals

Documents:

[DIVISION-GOALS-TEMPLATE-CLEAR-FOCUS-FOR-SUCCESS - PLANNING V2.PDF](#)

.III. Prop 123 Grant Proposal

Documents:

[PROP 123 GRANT PROPOSAL SUMMARY - CLEAR CREEK COUNTY.PDF](#)

Adjournment

Zoom Meeting Link

2026 Planning Commission Meeting

Join Zoom Meeting

[HTTPS://US06WEB.ZOOM.US/J/82307344870?](https://us06web.zoom.us/j/82307344870?)

[PWD=MZBPKMKW5CNYXG5YSCRUAGEBAMBXOD.1](https://us06web.zoom.us/j/82307344870?pwd=MZBPKMKW5CNYXG5YSCRUAGEBAMBXOD.1)

Meeting ID: 823 0734 4870

Passcode: 344784

One tap mobile

+13092053325,,82307344870# US

+13126266799,,82307344870# US (Chicago)

Join instructions

[HTTPS://US06WEB.ZOOM.US/MEETINGS/82307344870/INVITATIONS?](https://us06web.zoom.us/meetings/82307344870/invitations?)

[SIGNATURE=VSIUU3O9TGF5TZOJL9YAUXDAECR5R3VMO-LN6Z4IVL8](https://us06web.zoom.us/meetings/82307344870/invitations?signature=VSIUU3O9TGF5TZOJL9YAUXDAECR5R3VMO-LN6Z4IVL8)

Please click the link below to join the webinar:

<https://zoom.us/j/91099428489?pwd=bUNwNUtjL2JuMmpJTW4yWGszWE5RQT09>

Password: 499981

Or Telephone:

US: 253 215 8782

346 248 7799

669 900 6833

Note: This is a draft agenda for the next Planning Commission meeting.

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Clear Creek County Planning Commission

Minutes

Virtual Hearing – see link information below

Wednesday, January 21, 2026

6:30 P.M.

Call to Order – 6:33pm

Roll Call

All present

Unscheduled Appearances (Public Comment on non-agenda items)

None

ACTION ITEMS

1. Approval of Meeting Minutes

a. **October 15, 2025** – Russ motion to approve, Dick second, approved

b. **November 19, 2025** – Russ: Typo / Jeff: I like commissioner names next to comments – Jeff move, Dick second, approved

2. Approval of 2026 Meeting Schedule – Fix July 15 date. Russ not available for Feb 15 hearing. Jeff: Interested in moving days, perhaps Tuesdays. Staff: Current set up is a bit tricky with BOCC schedule. Russ pulled to discuss at the end.

3. Election of 2026 Officers – Dick, nominate Russ as Chair. Russ accepts. Jeff will be vice chair. Approved.

4. Case #RZ2025-03 Bakerville LLC Rezoning – APPLICATION WITHDRAWN

5. Case #SUP2025-03 Coors Parking Lot Special Use Permit

To establish a Special Use Permit for a Public or Private Parking Lot without a Permitted Principal Use, Minor structure without a permitted principal use, and a seasonal use not to exceed 6 months.

Applicant: Mike Soucie, Clear Creek Development LLC on behalf of Williams Fork Valley Ranch LLC

Planner: Garrett McAllister, Planning Manager

General Procedure for Planning Cases

- Staff Presentation
 - PC questions for staff
 - Jeff: Upper lot not paved. Roughly half the lot. Small structure with vending.
 - Dick: Lighting is optional. Structure is limited to 400 square feet.
 - Jennifer: Turnaround standards? Stoy: Not really. Site Dev will review during construction permitting process. Would come back to planning for review.
 - Russ: Retail use minor structure on property.

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Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the Land Use Department at Clear Creek County, P.O. Box 2000, Georgetown, CO, 80444. Phone 303-679-2436. We would appreciate it if you would contact us at least 48 hours in advance of the scheduled event so arrangements can be made to locate the requested auxiliary aid(s).

- Applicant Presentation
 - PC questions for applicant
 - Russ: Existing building too large and why there? Mike: It is already there. Open to feedback north or south of lot.
 - Jeff: Kitchen facilities? Mike: Vending machines or selling pre-packaged food, clothing, etc. Need electrification, so that might change where it lives on the lot.
 - Jeff: Paving of lots. Mike: The new two lots will be paved, but the existing two will not be. Applicant may want to anyway.
 - Jeff: How to enforce overnight parking? Mike: Couple cameras, but most people don't. Sort of a non-issue. If it becomes one, there may be some enforcement.
 - Jeff: RV parking or busses? Mike: No delineated spaces right now, but open to idea of allocating spaces for larger vehicles.
 - Jennifer: A lot zoned residential proposing snow storage for it. What is preventing people from parking there? Mike: Rocks used to block that area off and delineate parking. Worth noting the 6' walkway that is inside property and ROW clear zone, roughly 10-15 feet off roadway.
 - Jennifer: Very limited parking during high peak season. Circulation on the lot. Mike: We just received some good feedback about providing space for turnarounds. We can look at that and accommodate that, either with hammerheads or with widened isles.
- Public Comment
 - Hans Hultgren, 119 Brook Drive: We need this lot, support. Been a continuous issue over the last several years. Pre-approving (conditioning) the lighting is a bit of a concern, but does like the downcast, dark sky, etc. A side note, there is almost nothing paved up in St. Mary's at 10K feet and higher. Dirt has been working for a long time, so maybe not necessary to pave the lots.
 - Chuck Longhenry, 29 Eagle Road, Idaho Springs: Works for St. Mary's Metro District. Not BMP permit required for other parking lots. Pedestrian walkway was not required for last parking lot. Why county requiring pavement? Overall, great for community, as parking on the roads is a huge impediment to maintaining roads. Stoy: BMP not specifically required anymore, are all part of standard Grading permit. Through that process, the Site Dev department enforces parking standards. Not enforcing existing conditions and requiring improvements. Another factor to be addressed for new parking is water quality controls. Struggle to enforce. Direct surface water discharge into water quality control treatment like sediment pond.
 - Ashley Wren Miller, 843 brook drive: Questions about # parking spaces, trash containers (bear proof?), bathroom facilities.
 - Applicant: Weekly service for bathrooms, may add more porta potties during busy times like July 4. Trash receptacles and pet waste stations.
- Board Questions
 - Russ: Why not rezone the adjacent residential parcels?
 - Applicant: Property owner not interested in extending the process. Just coming into compliance with what is there.

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- Russ: Concerns about location of minor structure. ADA accessibility.
 - Staff: Ask that location of building and ADA locations comply insofar as ADA applies.
- Russ: Allow existing building to stay and be used or vacant or taken away? Building envelopes for where new minor structure could go.
- Russ: Clear zone, can Stoy tell me more about that? 10 feet beyond the road. Stoy: No above grade obstructions with a few exceptions like fire hydrants and mailboxes of roadway as built.
- Russ: Would like to move this forward. Provide some clarity on the site plan. Conceptually show pay stations and other minor structures on wrong property, conceptually show hammerhead turn arounds, show on site plan for delineating edge of parking area and snow storage, show some building envelopes for minor structure, boulders along fall river road
 - Staff: We will coordinate with applicant on existing structure on property.
- Motion
 - Russ: Motion to recommend approval of PC25-09 as shown in staff report, with additions of Site Plan modifications to show boulders along Fall River Road to be moved as necessary to be outside clear zone, that building envelopes established for any potential minor structure to support parking lot, that the two southern parking lots indicate some kind of hammerhead turn around and that the screen pay stations and trash receptacles be moved to be on the subject property and that any requirements of ADA be met as applicable.
 - Dick: Second.
- Vote
 - Jennifer: Yes
 - Jeff: Yes
 - Dick: Yes
 - Russ: Yes

WORKING SESSION

6. Staff and Planning Commission Updates (as needed)

- a. Open to PC questions/updates/etc
- b. Russ: Possibility of future joint meeting with BOCC?
- c. Meeting Dates: Russ, if we move weeks not on a Wednesday. Possibility of Idaho Springs as meeting room in person.
- d. 2nd and 4th Tuesday of the month, opposite BOCC schedule. 2nd primary, 4th secondary

Adjournment – 9:24pm

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Division Goals Card - Planning

Use this template to define your division's key objectives and their strategic importance. Each goal should be specific, measurable, and clearly linked to broader organizational success.

Goal Description	Why the Goal is important?
Prepare plan and scope for updating County Master plan, including incorporation of state mandated elements (water, strategic growth)	Last update in 2017, state statute requires new elements
Regulatory Updates, Round 1: Targeted changes	Need to reconcile contradictions, clarify ambiguities, address conflicts with state law, include elements required/encouraged by state law (ADU), review and improve processes, etc: Essentially a clean up to improve administration of codes (mostly zoning but also some subdivision)
Regulatory Updates, Round 2: Assess scope for more comprehensive updates, determine capacity needs	Make long-term plan for regulatory fixes needed to improve and streamline processes, explore consolidation and/or removal of zoning districts, update noticing provisions, provide administrative flexibility, clarify application submittal standards, improve definitions, reorganize document in more logical way, etc.
Incorporate other land use regulations into zoning	Steps toward a unified code
Complete and incorporate County Land Access Regs into zoning	Addresses a missing need for access requests across County property
Review and provide suggested updates to 1041 Regulations	Last revised in 2012. New LR planner has the skills and capacity for this.
Prop 123 and SIPA micro grants	State money for housing-related code updates/other department needs
Better understand and explore development of Fiscal Impact Tool	Stated as a goal in Master Plan
Review, identify, and select DLD Subarea Action Plan items	Progress toward goals list in DLD plan

Prop 123 Grant Proposal Summary

Regulatory Audit and Amendments to Advance Housing Production

Project Overview

Clear Creek County seeks Prop 123 funding to conduct a comprehensive regulatory audit of its zoning and subdivision codes to identify and implement targeted amendments that remove barriers to and identify opportunities for additional housing development.

The project has 3 main outcome objectives:

- 1) Streamline development review and permitting processes.
- 2) Modernize development standards that constrain housing production.
- 3) Identify opportunities to expand residential uses in appropriate commercial districts.

The effort will ensure alignment with state housing laws and best practices, improve clarity and predictability for applicants, and reduce unnecessary costs and delays.

Project Objectives

1. **Streamline Planning Reviews and Permitting for Housing**
 - Evaluate current residential review procedures.
 - Improve interdepartmental coordination and permitting processes with Building, Site Development, and other internal agencies.
 - Review current subdivision processes that are unnecessarily burdensome for residential development and reduce barriers. (Requiring subdivisions for all condominiums and building envelope modifications are examples of current barriers)
 2. **Remove Burdensome Zoning and Subdivision Development Standards**
 - Evaluate and revise ADU standards to reduce barriers to construction.
 - Review setbacks, lot coverage, height limits, density controls, parking requirements, and other land use standards that potentially unnecessarily constrain housing development.
 3. **Explore Residential Opportunities in Commercial Districts**
 - Evaluate commercial zoning districts for potential residential or mixed-use integration.
 - Propose residential uses by right in appropriate commercial and corridor zones.
 - Create mixed-use standards that support low-impact retail and neighborhood-scale commercial uses alongside housing.
-

Scope of Work

Phase 1: Groundwork

- Comprehensive review of zoning and subdivision regulation permitting procedures.
- Gap analysis for compliance with current state housing laws.
- Benchmarking against peer jurisdictions with effective pro-housing policies.
- Stakeholder outreach (developers, real estate, CCRHA, boards, residents).
- Identification of barriers or red flags or community pushback.

Phase 2: Draft Procedures and Amendments

- Create clear administrative procedures and review timelines.

- Prepare code amendments/code recommendations.
- Legal review of proposed policy changes and amendments.
- Joint workshop w PC & BOCC (and BOA?)

Phase 3: Public Engagement & Adoption

- Stakeholder outreach, round 2.
- Planning Commission hearing(s).
- BOCC hearing(s) and adoption.

Expected Outcomes

- Reduced permitting timelines for housing projects.
- Clear and objective standards for residential development.
- Improved compliance with state housing requirements.
- Lower regulatory burdens and, in turn, development costs.
- Increased feasibility of housing projects (and affordable/attainable housing).
- Expanded residential opportunities in commercial corridors.

Deliverables

- Public Engagement/Stakeholder Plan at the beginning of project
- Regulatory Audit and State Law Compliance Reports (Phase 1)
- Draft Zoning & Subdivision Code Amendments (Phase 2)
- Final Adoption Package (Phase 3)

Budget Summary

Funding will support consulting services for:

- Regulatory audit and background research
- Code drafting and adoption support
- Public engagement/stakeholder facilitation

Conclusion

This project will improve County review processes, reduce barriers in the County's regulatory framework, and introduce new opportunities for housing development. These are all necessary and important steps to allow for and encourage housing development in a County that has extremely limited land availability due to constraints from the I-70 corridor, public lands, and unsuitable topography.