



Planning And Zoning Commission

Agenda

August 5, 2025 6:30 p.m.

601 Central Ave Dolores Co. 81323

Or Virtually by The Link Below:

Join Zoom Meeting

<https://zoom.us/j/92252992315>

Meeting ID: 922 5299 2315

One tap mobile

+16699006833,,92252992315# US (San Jose)

+12532158782,,92252992315# US (Tacoma)

1. Call To Order
2. Pledge Of Allegiance
3. Roll Call
4. Identification Of Actual or Perceived Conflicts of Interest.
5. Public Participation 5 minutes per person.
6. Approval of the Agenda
7. Consent Agenda
 - 7.1 Minutes of the June 3, 2025 meeting.
8. Staff Reports
 - 8.1. Manager Reeves – verbal update on recent administrative activities, Attachment July Reports to the Board of Trustees
9. Commissioner Updates.
 - 9.1 Chairperson Robinson report to the Board of Trustees June 3, 2025, attached. Note, the July meeting was cancelled due to lack of quorum.
10. Discussion:
 - 10.1 Comprehensive Plan - review the scope of services presented at the June 23, 2025 Board workshop

10.2 Review Grant Application for Comprehensive Plan Planning Grant. Determine scope of application. Assign elements of the grant application to the Commission for assistance in completing the application.

Review Letter of Request to DOLA prepared by Commissioner Mustoe.

11. Future Agenda Items: These items are being retained on the agenda until the Commissioners and Staff have the capacity to discuss, plan or revamp.

-Comprehensive Plan Sub plans, Weed Management , Watershed Management, Hazards Mitigation. -Public outreach and education.

-Continuation for developing a process to work with staff to edit the Special Exception Permit Application form to align completely, explicitly, and precisely with the current Comprehensive Plan and Land Use Code: Group discussion, facilitated by the Manager. This is carried over from July and August.

- Examine the 30% front occupancy in the Corridor and Downtown Mixed used zones..

12. Adjournment



**Planning And Zoning Commission
Minutes**

June 3, 2025 6:30 p.m.

601 Central Ave Dolores Co. 81323

Or Virtually by The Link Below:

Join Zoom Meeting

<https://zoom.us/j/92252992315>

Meeting ID: 922 5299 2315

One tap mobile

+16699006833,,92252992315# US (San Jose)

+12532158782,,92252992315# US (Tacoma)

1. **Call To Order** Chairperson Robinson called the meeting to order at 6:35 p.m.
2. **Pledge Of Allegiance.** The pledge was recited.
3. **Roll Call.** Present at the meeting were Chairperson Robinson, Commissioners Mustoe, Kelly and Nemanic, Ex Officio curry and staff members Manager Reeves and Assistant Clerk Swope.
4. **Identification Of Actual or Perceived Conflicts of Interest.** None.
5. **Public Participation 5 minutes per person.** No other community members attended.
6. **Approval of the Agenda.**
Commissioner Mustoe moved and Commissioner Nemanic seconded to approve the agenda.
Yes: all
No: none
7. **Consent Agenda**
7.1 Minutes of the May 6, 2025 meeting.
Commissioner Nemanic moved and Commissioner Mustoe seconded to approve the consent agenda.
Yes: all
No: none
8. **Staff Reports**
8.1. Manager Reeves – verbal update on recent administrative activities, Attachment May Reports to the Board of Trustees.
manager Reeves covered planned events such as Farmers market begins on June 4th, A

July 4 event is planned in the downtown district consisting of live music, independence day games, and bike-oriented activities.

She listed projects going on with businesses and housing. An art studio/ collective at 18398 Hwy 145 named The Vibe, the Odd Cat new/used bookstore at 1321 Railroad, a future mixed use development proposal at 311 Central Ave.

Other activities include resurfacing of the town hall parking lot, adding an interior door in the front office, evaluating the pavilion in Joe Rowell Park for upgrading, looking at shade cover for the outdoor exercise equipment, and grant funding for dugouts at the ball fields.

The town has been busy with ongoing projects and the Bike club has been raising money for the GOCO match for the bike park.

8.2. Attorney Kelly – No report.

8.3. Building Official Green –included in Managers report.

9. Commissioner Updates.

9.1 Chairperson Robinson report to the Board of Trustees May 6, 2025, attached.

10. Discussion:

10.1 Comprehensive Plan - updates for the statutory requirements.

a. List of statutory requirements provided by the Logan -Simpson group.

Note: Linda Robinson and Ann Swope co-wrote this segment.

Elements that are required in Colorado's comprehensive plan statute (C.R.S. 30-28-106 and 31-23-206) include:

A narrative description of the procedure used for the development and adoption of the comprehensive plan

Including a summary of any objections to the comprehensive plan made by neighboring jurisdictions (defined in C.R.S. 24-32-3209(1)(h), and includes special district water providers per 30-28-106(3)(a.3)(I) and 31-23-206(1.3)(b))

Recreation and Tourism

Three-mile Plan (required of Regional Planning Commissions and municipalities)

Housing Plan (most recent housing action plan adopted pursuant to C.R.S. 24-32-3705)

Strategic Growth (more guidance available early 2026)

Water Supply (additional guidance) The Town of Dolores may be exempt from including some of the above based on its current population.

b. Title 16 of the Land Use Code regarding Affordable housing, one of the requirements for the Comprehensive Plan. This is a favorable asset for the Comprehensive Plan to demonstrate the Town's focus on housing needs.

10.2 Start developing content related to the list of statutory requirements.

Members of The Logan-Simpson group will be appearing by Zoom at the Board of Trustees Workshop meeting on June 23rd at 5:30 p.m., with the Planning Commission. The joint meeting was published in the paper and on the website for the public to see. The focus of the meeting will be to hear about the services this company can provide in updating the comprehensive Plan. The Company will be focusing their talent on the public outreach segment of the statutory requirements for Comprehensive Plan adoption and revisions. The company will also be presenting other types of services that they can provide for the town involving the language and appearance of the plan.

The staff and Commission will prepare the narrative for the Plan with the assistance of the Logan-Simpson team. Staff will collect information from local agencies and commissions with relevant information:

- Recreation and tourism management: The Montelores Coalition
Housing: region 9 Office- Housing needs study.
- Three-Mile Plan: Town will need to develop this to have a basis for any annexation pressure, or infrastructure expansion into the 3-mile zone surrounding the town. Town will get more information on the format of the plan from The Logan Simpson Group. Staff will check in with the Montezuma County Planning Department on coordination needs.
 - HB 24-174 Strategic Growth- This will partly be addressed with information from the work on the 3-mile influence area.
 - Water Supply - staff will gather data on our current capacity to provide water for inclusion in the comp plan.
- Other related documents from local agencies will be included by reference in the proposed Comprehensive Plan, i.e.: work from the Dolores Watershed Coalition, the Montelores Coalition, the GDA Action Plans from the 1990's, the 1997 Comp Plan, the 2019 Planning Commission Review of the Comp Plan, the Trails Plan.

11. **Future Agenda Items:** These items are being retained on the agenda until the Commissioners and Staff have the capacity to discuss, plan or revamp.

-Comprehensive Plan Sub plans, Weed Management , Watershed Management, Hazards Mitigation. -Public outreach and education.

-Continuation for developing a process to work with staff to edit the Special Exception Permit Application form to align completely, explicitly, and precisely with the current Comprehensive Plan and Land Use Code: Group discussion, facilitated by the Manager. This is carried over from July and August.

- Examine the 30% front occupancy in the Corridor and Downtown Mixed used zones..

12. **Adjournment**

Town Manager's Report

To: Dolores Town Board

From: Leigh Reeves, Town Manager

Date: May 26, 2025

Subject: Bi-Weekly Update

I. Grants & Funding

- **Daniels Fund Grant:**

I am meeting with Jay Cruzan to discuss the ball fields for a tentative quote on what the cost would be to enhance the fields, dugouts and to add scoreboards for the baseball fields. It is the next step in the grant funding process, assuming we will get sent to the next level.

- **Phase II Water Project:**

I have spoken to Siobhan Yoest and Patrick Rondinelli about financing the next phase of our water project. All EIAF (Energy/Mineral Impact Assistance Fund) have been cancelled for the rest of the year. We will hopefully be in the first round of 2026 so we can time both EPA funding and CDPHE funding with EIAF to make it all work.

The Maintenance Team and I are meeting with Catherine Carella from SGM tomorrow to see the first round of designs for the water main replacement project.

II. Community Cleanup – Is Complete for the Spring of 2025

- The whole team contributed along with Trustee Roan and Josh Maule. We hauled off 20 tires, 4 beds, 12 TVs, a pump, a keyboard and one old stereo with record player. Josh, Ann, Kelley and I took 3 trucks to the landfill yesterday. We hauled another trailer full to our roll off dumpster at the shop since the Uptown Mobile Home Park filled their dumpster to the top.
- I was super impressed with the participation of the community. They put a lot of effort into cleaning up their property.
- **Ordinance 564 Enforcement Timeline:**
 - **Next Steps:**
 - 9 properties identified with excessive hazardous materials

- First warning letters (attached) to be delivered if cleanup isn't done
 - 14-day grace period from receipt of letter
 - If no significant action is taken, citations will be issued for Municipal Court
- **Fire Risk Concern:**
We are entering a hot, dry season. Clean properties are not only more attractive but safer. Residents who maintain their yards deserve to feel supported.
-

III. Community Center

- We are meeting on our new night, which is the 3rd Tuesday of the month.
- Considering our mix-up with the Dolores Mountain Quilters we will be looking at a new way forward.
- I will be proposing a new method of communication from the DCC Advisory committee:
 - All meetings will be recorded and posted to YouTube for transparency.
 - All unusual requests from users will be funneled through myself or Fred to the advisory board.
 - The advisory board will work directly with the requestee to understand the issues and meet with the group or the group's representative(s)
 - The Advisory board will give their recommendation to the board in person or through written report.
 - The requestee can appeal to the Board of Trustees if not satisfied with the outcome of the request.
- Please keep in mind at any time each trustee could find themselves in a Quasi Judicial capacity. If you have had discussions with members of the advisory committee about the matter being appealed each trustee will need to recuse themselves.

Building Department

- **Active Projects:**
 - **A new used bookstore will be opening in the log cabin to the East of Montezuma's restaurant. I don't have an opening date yet.**
 - **The Vibe (18398 Hwy 145):** Art gallery and coffee shop aiming to open June 7

- Ryan has definitely sparked some new development opportunities.
- We did get one comment from a developer that we still had too many rules, in regard to our Land Use Code. Once we get done with the Comprehensive plan we may need to look at the LUC.
- Chris Holkestad and I are meeting tomorrow to sign the papers to buy back 43 Porter Way.

IV. Resolutions & Board Action Items - None

Since we have no Resolutions or Ordinances after discussion with the Mayor we have decided to cancel our next meeting scheduled for Tuesday, May 28th. Please enjoy your Memorial Day weekend.

Respectfully submitted,

Leigh Reeves

Town Manager

Report to the Board of Trustees on the
Planning & Zoning Commission meeting held on June 3, 2025

Discussions of potential interest to the Board and items for upcoming P&Z meeting agendas:

Agenda Item/Description	Discussion
10. Discussion	<p>10.1 Comprehensive Plan - updates for the statutory requirements.</p> <p>a. List of statutory requirements provided by the Logan -Simpson group.</p> <p>The agency, Logan-Simpson will be appearing by Zoom at the Board of Trustees Workshop meeting June 23rd at 5:30 p.m. The Planning Commission will be attending. The joint meeting was published in the paper and on the website for the public to see. The focus of the meeting will be to hear about the services this company can provide in updating the comprehensive Plan. The Company will be focusing their talent on the public outreach segment of the statutory requirements for Comprehensive Plan adoption and revisions. The company will also be presenting other types of services that they can provide for the town involving the language and appearance of the plan.</p> <p>The staff and Commission will prepare the narrative for the Plan with the assistance of the Logan-Simpson team. The Commission asked the staff reach out to the local agencies and commissions who may be able to provide examples of efforts for tourism and recreation management and housing needs. Montelores Coalition will be providing tourism and recreation management information, the Region 9 office is conducting a housing needs study and the County Planning commission will be participating with the Town in the 3-mile area of influence plan. The Commission and staff will be working on the elements of the plan. The Commissioners would like to see a theme connecting the ancestral people's history and modes of land use with the plan.</p>
11. Future agenda items:	<p>These items are being retained on the agenda:</p> <ol style="list-style-type: none"> 1. Comprehensive Plan sub-plans, including funding, weed management, watershed management, hazards mitigation, etc. 2. Public outreach and education 3. Work with staff to edit the Special Exception Permit application. 4. Examine the 30% front occupancy in the Corridor and Downtown Mixed-Use zones. 5. Parking in town

COMPREHENSIVE PLAN OUTREACH AND CODE ASSESSMENT

Logan Simpson Presentation | June 23, 2025



LOGAN SIMPSON

Team



L O G A N S I M P S O N



Code Team



Jen Gardner
Senior Associate Planner

Planning Team



Megan Moore
Senior Associate Planner



Melissa Ruth
Associate Planner
Code Specialist



Kelly Naumann
Associate Planner
Graphics and Engagement



Ben Ryan
Data Analysis



Ben Oesterling
GIS Modeling

Regional Experience

200+
Comprehensive Plans

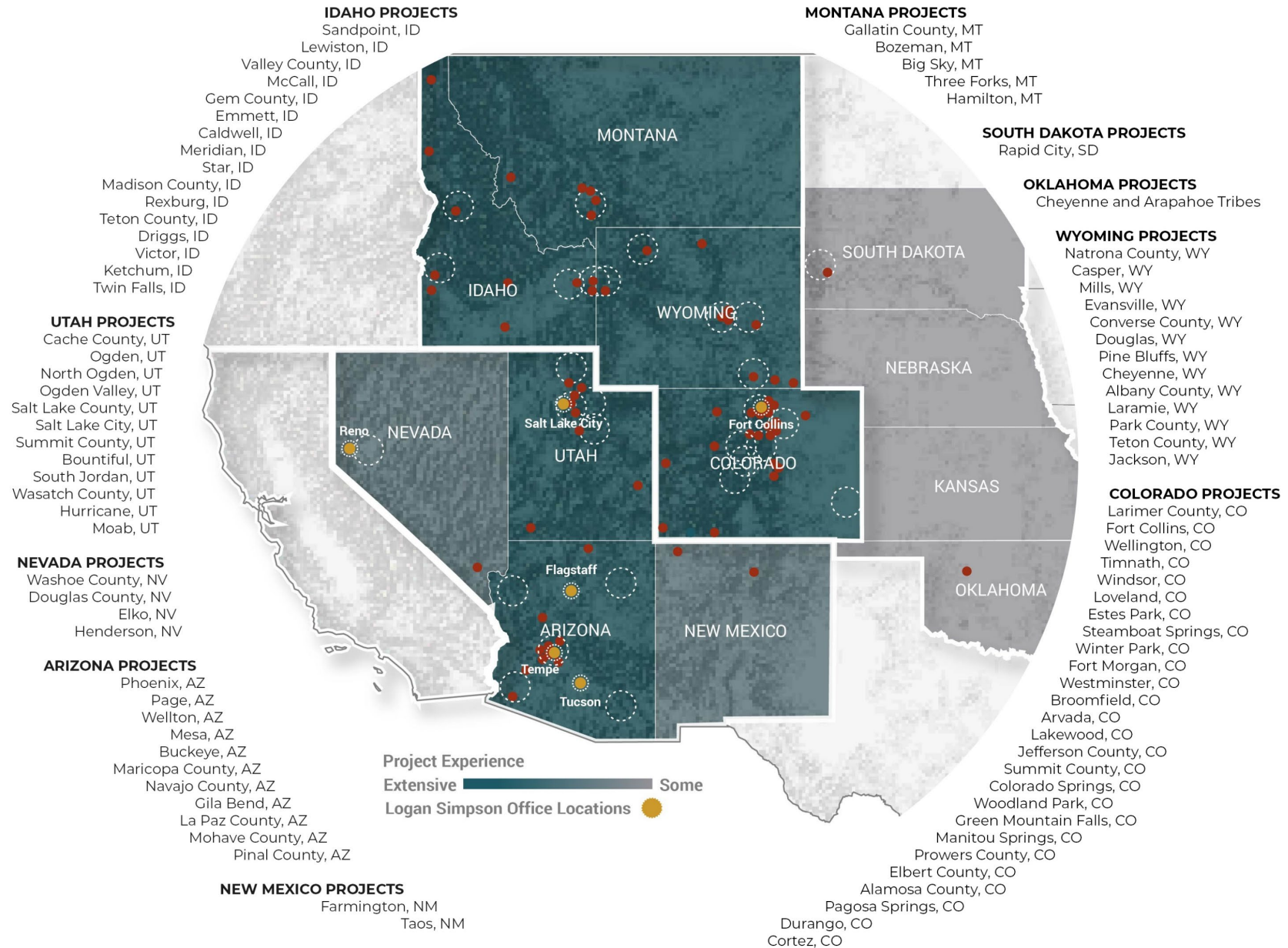
50+
Housing Plans

100+
Codes & Design Guidelines

50+
Land Use & Development
Modeling Projects

100+
Transportation & Corridor
Plans

80+
Planning Awards

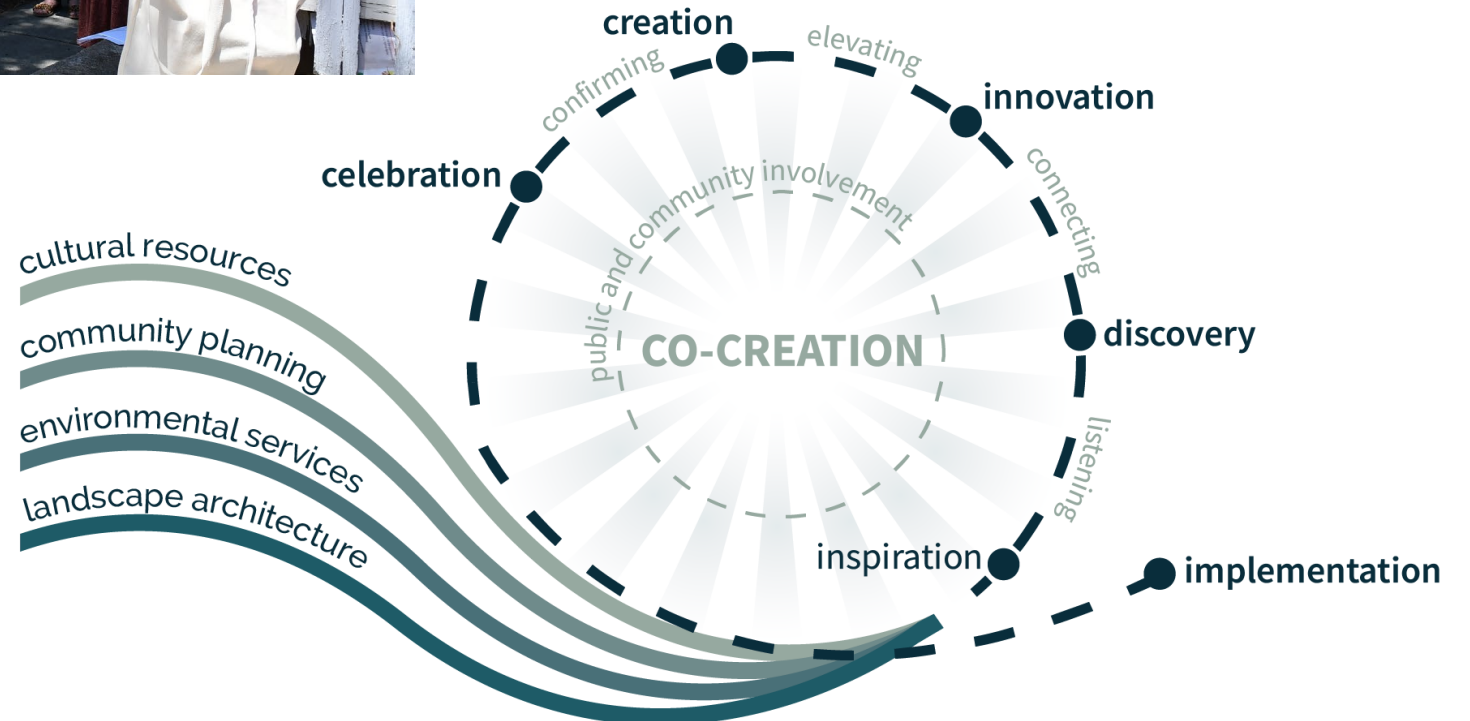


Our Approach to Outreach





We ensure community members feel heard, stay connected to the project, and see their input reflected in the outcomes.



Phase 1: Foundation



Public Engagement Plan

- Planned engagement for the entire project
- Graphic and easy to follow
- Opportunities shown by phase

Listening Sessions, Interviews +Town Tour

- Community interviews
- Town tour

HOW CAN YOU PARTICIPATE?

Individual and Small Group Feedback

Sign up for one of the following engagement opportunities to share more personalized feedback.

ONE-ON-ONE CONVERSATIONS



Share your perspective on challenges and opportunities for the future in Telluride. Schedule

ONLINE QUESTIONNAIRES



Participate in online questionnaires throughout the process. These questionnaires will be

STAY INVOLVED AND INFORMED THROUGHOUT THE PROCESS BY SIGNING UP FOR THE EMAIL LIST THROUGH [ENGAGETELLURIDE.COM](https://engagetelluride.com).

VISIT THE WEBSITE TO LEARN MORE ABOUT

ACTION

OCTOBER - FEBRUARY 2026

PHASE 2: VISUALIZING LIVABILITY

Building on what we heard from the community in Phase One, Phase Two is about diving deeper into enhancing the vision through additional imagery unique to Telluride that incorporate the needs and desires of the community. This phase will utilize imagery and analysis so the community doesn't just envision Telluride's future but also experience it prior to the plan being adopted.

This second event series will focus on more locational opportunities and strategies, specific to neighborhoods and areas of the Town. This phase looks at how land can be better used in the future, and how areas of the town can look, feel and function. This is the opportunity for more in-depth discussion about land use frameworks and integrates community feedback into more focused land use planning.

UPCOMING EVENTS AND INVOLVEMENT OPPORTUNITIES

QUESTIONNAIRE #2
Help build from the community's vision by sharing your input on emerging priorities, draft goals, and potential strategies for Telluride's future.

WHERE:
TBD

WHERE:
Online at [EngageTelluride.com](https://engagetelluride.com)

SMALL AREA WORKSHOPS
Participate in focused discussions about specific neighborhoods or areas of Town to explore place-based challenges, opportunities, and ideas for improvement.

WHERE:
TBD

WHERE:
Online at [EngageTelluride.com](https://engagetelluride.com)

PEAK PERSPECTIVE IMMERSION LAB
Engage in an interactive, hands-on experience that dives deep into Telluride's most complex planning issues through maps, models, and an immersive future scenario for Town development.

WHERE:
TBD

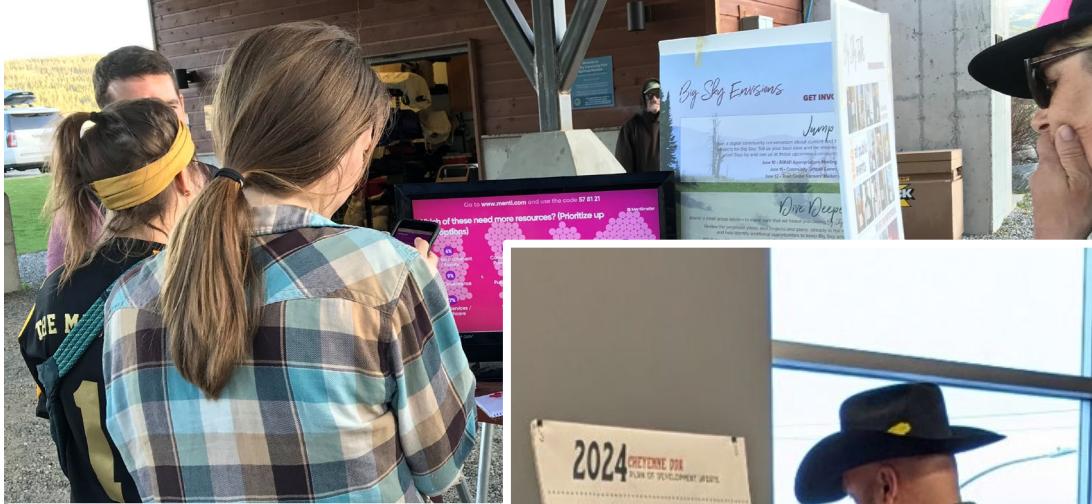
WHERE:
Online at [EngageTelluride.com](https://engagetelluride.com)



Reaching the Whole Community



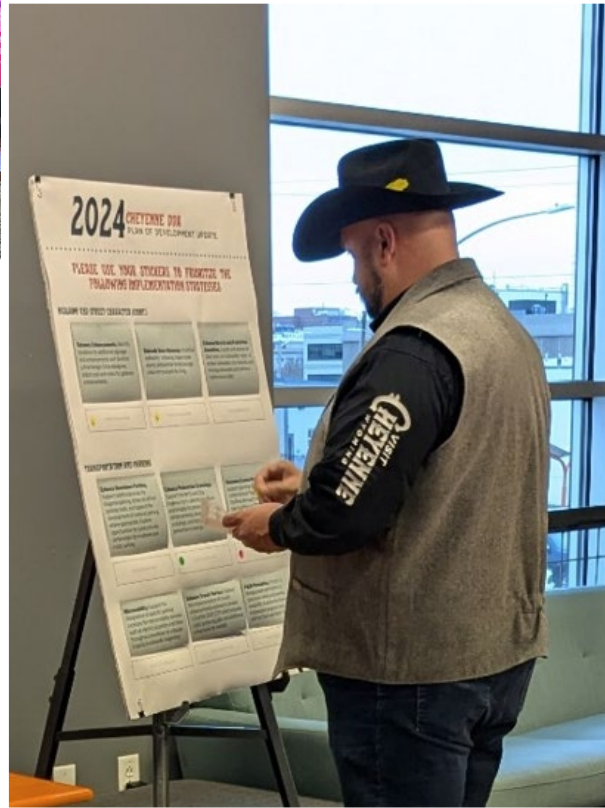
Farmers Market Outreach



We meet community members where they are, get out of traditional settings and engage with new faces.



Local Business Owners



Farmers and Ranchers



High School Student and Senior Outreach



Trailhead Questionnaires

Phase 2: Vision & Community Choices



Vision And Community Choices

- Questionnaire #1, Future Land Use Map activity
- In-person community choices workshop/drop in event
- Half day of drop-in meetings or targeted community presentations



Visioning Outreach



*Mapping Activity
(In-Person and Online)*



Drop-In Events



*Drop-in Meetings/Targeted
Community Presentations*

Phase 3: Confirmation & Celebration



Plan Development

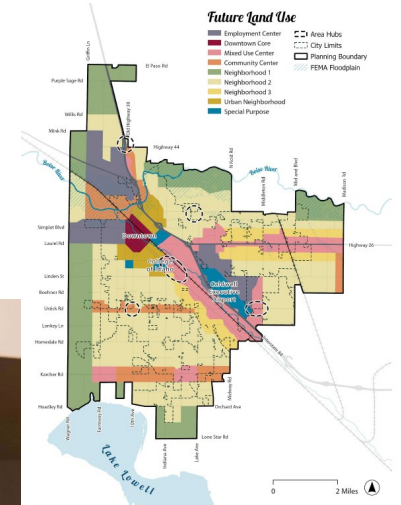
- Two (2) in-person Draft Plan review events
- Draft Plan public review online activities and summary
- Final Future Land Use Map



Future Land Use Map Review

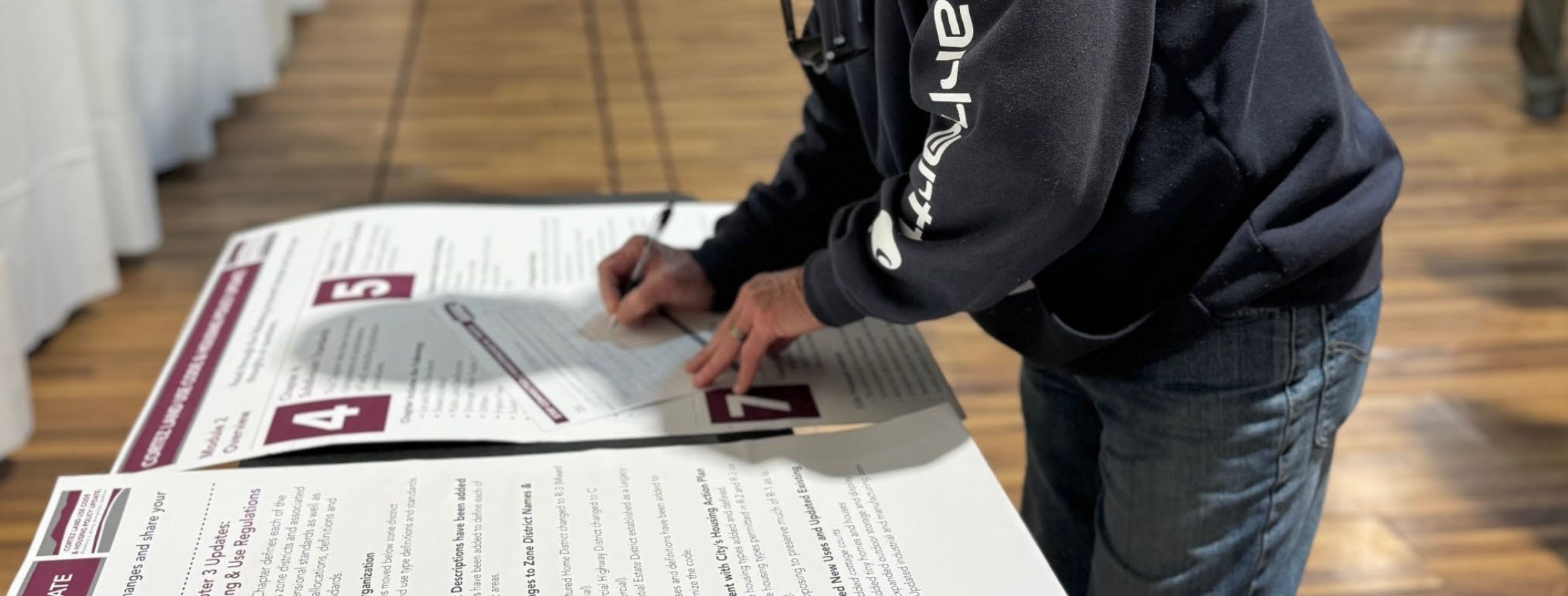


Plan Showcase



Plan Presentations

Our Approach to Code Assessments



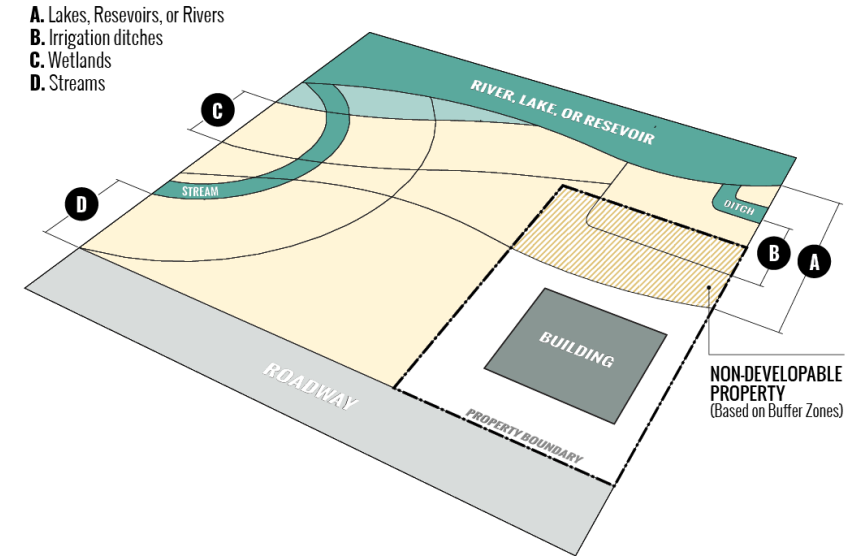
Code Assessment



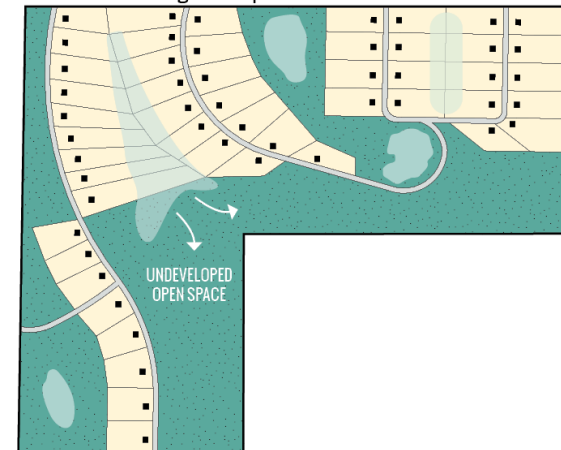
Overall Process

- Review and assess the code for revisions that could provide clarity, and streamlining
- Listen to the community's goals and values from the Comprehensive Plan process
- Draft the assessment to show areas where revisions to regulations could better reflect Dolores' vision for the future

TYPE OF BUSINESS	AG	R-1	R-2	R-3	B-1	B-1	B-2	B-3	PU	DMD
<i>Additional dwelling units, when proposed as secondary to an approved single family residential unit</i>	PR	SU	X	X	PR	PR	PR	PR	PR	PR
<i>Convalescent and nursing homes that are state licensed, based on the following</i>										
8 or fewer individuals	X	X	X	X	SU	X	X	X	X	X
9+ individuals	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
<i>Dependent care or assisted living facilities</i>										
8 or fewer individuals	X	X	X	X	SU	X	X	X	X	X
9+ individuals	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
<i>Employee residential units above a commercial establishment</i>	PR	PR	PR	PR	PR	SU	SU	SU	PR	PR
<i>Mobile home parks, manufactured home parks or modular home parks</i>	PR	PR	PR	SU	PR	PR	PR	PR	PR	PR
<i>Multi-family units including but not limited to apartments, rowhouses, townhouses, condominiums, but excluding manufactured homes, mobile homes and modular (factory-built) homes, based on the following:</i>										
3-4 units per building or upon one lot	PR	PR	SU	X	PR	PR	PR	PR	PR	PR
5+ units per building or upon one lot	PR	PR	SU	SU	PR	PR	PR	PR	PR	PR
<i>Non-profit state licensed group homes for elderly and/ or disabled, based on the following:</i>										
8 or fewer individuals	X	X	X	X	SU	X	X	X	X	X
9+ individuals	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU



Clustered Building Envelopes





THANK YOU

Date:

Colorado Department of Local Affairs, Southwest Region
1313 Sherman Street, Suite 521
Denver, CO 80203

RE: Town of Dolores Comprehensive Plan Grant Funding Request

Regional Manager Patrick Rondinelli:

The Town of Dolores, the “Town,” is requesting a Discretionary Administrative Planning Grant through the Colorado Department of Local Affairs Energy and Mineral Impact Assistance Fund Program to update the Town of Dolores’ Comprehensive Plan, the “Plan,” adopted in 1997. Per the Grant Application Guidelines, I am sending this request for funds directly to you, the Regional Manager.

1. Project Scope: Create a New Comprehensive Plan.

The Town would like to create a new Comprehensive Plan and does not have the capacity or skillset to complete this professional work. Therefore, the Town will engage a consultant, Logan Simpson to engage the community and develop the Plan. The “Dolores Public Involvement Scope” provided by Logan Simpson is attached as Attachment A. Below is a summary of the Project Scope.

Dolores Public Involvement: create community engagement through developing a pragmatic public engagement plan with online and in person activities including listening sessions, interviews, and town tour to establish the Town’s shared values and vision.

Analysis, Compliance, Mapping, and Formatting: Review gathered data, confirm contents of the Plan will comply with SB 24-174 and C.R.S 24-32-3707 and other DOLA guidance; use GIS for additional analysis and mapping to communicate the Plan and provide context; and graphic design assistance and formatting to elevate the look and usability of the final Plan.

Drafting and Finalization: The new Plan will be drafted, reviewed, and finalized with community involvement.

Land Use Code Assessment: The Town’s current land use code will be reviewed to determine a prioritization list for issues to be addressed to maintain alignment with the new Plan.

2. Budget and Timeline: \$54,050 and completed by April 2026.

Budget:

The “Dolores Public Involvement Scope” provided by consultant Logan Simpson is attached as Attachment A and includes the following project phases. The Town is requesting a 1:1 match from DOLA for \$27,025. The Plan’s total cost is \$54,050.

Description	Town of Dolores	Requested Match	Total Cost
Foundation: Project Management, Public Engagement Plan, Online Engagement, Listening Tours, Interviews, and Town Tour	\$3950	\$3950	\$7900
Vision and Community Choices: establishing Dolores’ Vision, Community Choices Outreach	\$6625	\$6625	\$13,250
Draft Plan Review: plan celebration and confirmation	\$4450	\$4450	\$8900
Preliminary Code Assessment	\$5000	\$5000	\$10,000
Branding	\$1250	\$1250	\$2500
Guidance on State Statute	\$2000	\$2000	\$4000
GIS Assistance	\$2500	\$2500	\$5000
Plan Formatting	\$1250	\$1250	\$2500
Total	\$27,025	\$27,025	\$54,050

Timeline:

The Town would like to engage Logan Simpson as soon as possible to complete this project. Logan Simpson has the capacity to complete the project by April 2026.

3. **Financial Need:**

4. **Project Urgency and Readiness to Begin Work: Ready to Engage Contractor.**

Project Urgency

The current Plan is 27 years old. It is not in compliance with state law, regulation, or DOLA guidance. Without a new Plan, the Town is unable to apply for additional funding with the State of Colorado or other entities. Lastly, the Town staff and its elected officials need to be able to effectively understand and communicate the Town's planning and development priorities when considering future opportunities to improve the Town of Dolores. All of these issues can be resolved with a new Comprehensive Plan.

Readiness to Begin Work

The Town's Planning and Zoning Commission has reviewed past plans, Town information, and other resources and decided to create a new Plan incorporating the historical and institutional knowledge of the Town. The Planning and Zoning Commission also recommended the consultant's proposed scope of work to the Town's Trustees. The Town of Dolores Trustees reviewed the quote provided by Logan Simpson and approved the above funding by consent on July 21, 2025. The Town will complete the project by April 2026.

5. **Energy and Mineral Impact in the Geographic Area of the Local Government**

Sincerely,

Chris Holkestad
Mayor, Town of Dolores

Enclosures: Attachment A: Dolores Public Involvement Scope