

**Minutes
Clear Creek County Planning Commission
Meeting of April 21, 2021**

▪ **Call to Order**

The meeting of the Clear Creek County Planning Commission (PC) was called to order by Chair John Muscatell at 6:30 pm via Zoom teleconferencing platform.

▪ **Roll Call**

Members Present: Chairman John Muscatell, Vice Chairman Russell Clark (at the beginning of the meeting), Dave Christensen, Julie Whisenand, and Dave Andrews

Members Absent: None

Staff Present: Fred Rollenhagen, Planning and Building Services Manager, and Adam Springer, Senior Planner.

▪ **Pledge of Allegiance**

▪ **Unscheduled Appearances**

There were no unscheduled appearances.

▪ **Approval of Agenda**

The agenda was approved as written.

▪ **Approval of Minutes for March 17, 2021**

Commissioner Whisenand made a motion to approve the Minutes as written. Chairman Muscatell provided a second. Motion passed unanimously.

▪ **Work Session on short-term rental regulations**
presenter: Fred Rollenhagen

Chairman Muscatell introduced the next item on the agenda; a working session regarding short term rental regulations. Staff Member Fred Rollenhagen presented his Staff Report to the Commission; which provided an update on how our current regulations are working, what other communities are doing to regulate short-term rentals, and potential options for amendments to our regulations.

Planning Commission Questions and Feedback

-What are the County Commissioners hoping to achieve in re-examining these short-term rental regulations; more specifically have we identified a problem with the current regulations or short-term rental climate? Staff answered that it was always intended to re-examine the subject regulations within a year or two of adoption. Additionally, it appears to be appropriate to understand and possibly address how short-term rentals are affecting affordable housing stock for long term residency.

-By not having a cap or some type of limiting regulation in place it may contribute to the rich getting richer.

-Some of the Planning Commissioners spoke about how short-term rentals have impacted their community, and their experience.

-It appears that properties that are being used for short term rental purposes have different cultural climates then those properties that are occupied long-term.

-It was also recognized that some parts of the County are being impacted more than other parts.

-Planning Commissioners discussed the following tools that could be incorporated into an amendment for our short-term rental regulations that could address affordable housing stock in long term residency:

-A cap could be added to limit how many short-term rental permits are issued. This could be facilitated and implemented in many different ways.

-If a cap is implemented, then maybe homes over a certain assessment could be exempted because these homes would not qualify as affordable.

-If the issue is affordable housing would we be better served by encouraging accessory dwelling units? Staff mentioned that there are potential legal water issues with this (in those areas that do not have the legal water to facilitate an ADU). However, maybe there could be a solution to this by working with the Division of Water Resources.

-Primary occupancy

-Maybe if a cap is implemented it would not be applied to certain short-term renters such as primary occupants; maybe on those who stay on the property and either rent a room or and ADU?

-Incentivize primary occupancy and maybe not mandate. This could include:

No cap for primary occupancy,

Incentives to rent to a county employee.

Rebates

Processes exemptions
Maybe financing
Explore other opportunities.

-Staff concluded the discussion by stating that they will try and get some numbers together about where these short-term rentals are located within the County, and then bring this data and subject back to the Planning Commission in the coming months.

■ **Committee Updates**

-Planning Staff Member Adam Springer gave some details and insight on his ‘Master Plan Actionable Item Report’ that he is going to share with the BOCC in a working session in June. The purpose of this working session with the BOCC will be to present and discuss the subject report which details the actionable items of the 2017 Community Master Plan. The goal of this report is to create a tool for the Board of County Commissioners to utilize when working on yearly BOCC goals or County strategic plans. This report is also meant to create a line of communication and awareness regarding the Master Plan within the County and its departments and to create a level of accountability that may not have existed in the past.

-Planning and Building Services Manager Fred Rollenhagen announced that Keith Montag, our current County Manager, is retiring at the end of May, and the County is currently in the interview process for a new County Manager.

■ **Adjournment**

Commissioner Christensen made a motion to adjourn the meeting at 8:25 pm. Commissioner Whisenand provided a second. Motion passed unanimously.

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Respectfully submitted,

Adam Springer, Secretary

Date

Approved by the Planning Commission on May 19, 2021

John Muscatell, Chairman

Date