#### **RESOLUTION NO. 16 (2024)**

# A RESOLUTION TO APPROVE THE RE-ZONE REQUEST FOR PARCEL "A" OF THE CEDAR MTN MOBILE PARK FROM I-1 (LIGHT INDUSTRIAL) TO RMH (RESIDENTIAL MOBILE HOME)

**WHEREAS,** The re-zone will allow the park (Cedar Mtn Village Manufactured Home Park) to expand by adding 14 new manufactured home sites on property already owned and utilized by the park; and

**WHEREAS,** Additional home sites will further help with the City of Craig's workforce housing needs; and

**WHEREAS,** The City of Craig Planning and Zoning Commission has recommended to the City Council that the zoning request be approved.

## NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO:

- 1. The recommendation of the City Planning and Zoning Commission that Parcel "A" of the Cedar Mtn Mobile Park be re-zoned from I-1 (Light Industrial) to RMH (Residential Mobile Home) is hereby approved.
- **2.** This Resolution is adopted pursuant to and in compliance with Chapter 16.03.080 C(10) of the Land Use Code for the City of Craig, Colorado.

READ AND APPROVED THIS 23RD DAY OF JULY 2024, BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO.

	Chris Nichols, Mayor
ATTEST:	
Liz White, City Clerk	



Cto	<b>ff</b>	Use	On
OLA		USC	VIII

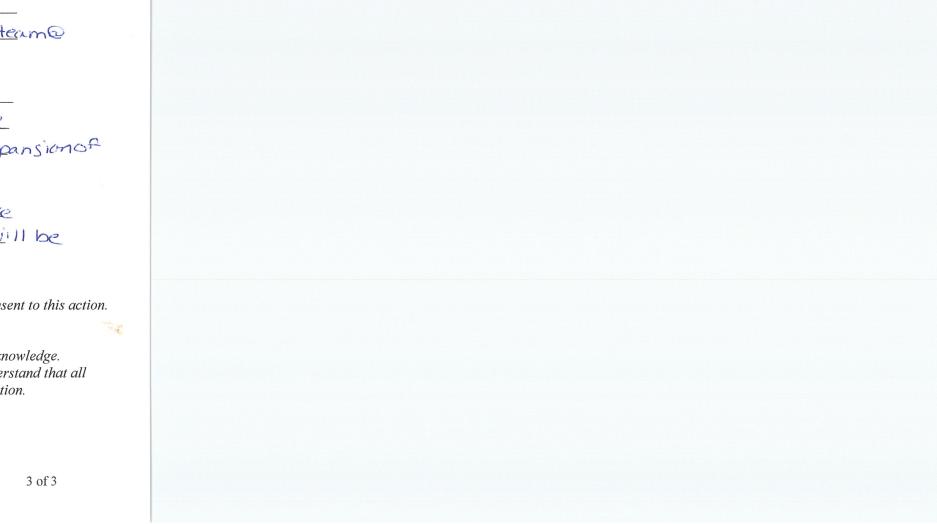
Application Number:

Received By: Mash all

Date: 4-24-24

## LAND USE APPLICATION

1					
1.	This is the master land use form for the City of Craig. Please use to apply for:  (please circle one of the following as appropriate)				
	Administrative Subdivision  Major Subdivision  Planned Development Overlay Sign Permit  Temporary Use  Annexation  Variance or Appeal  Minor Subdivision  RV Park  Site Plan  Site Plan				
2.	Project Name: Ceclar Mountain Village Expansion please print or type legibly				
3.	3. Contact information: (a list of additional contacts may be attached)				
	Owner Name: Craig Cedarmin. Applicant Name: Cedar mountain Village  Address: PO Box 457 Godandge Address: 925 West 15+St # 625  Telephone: 800 000 Fax. 311 Telephone: 826 7155 Fax:  E-mail: bbaldoziere impact may E-mail: Craig Cedar Mtnmtl Pteame  Impact may com				
	Property Description:				
	Address or Location: 925 West 1st Street				
	Proposed Zoning: Res Light Frankfal Proposed Use: Residential housing expansion of RM H II Work intent of this application in 12 sentences				
5.	rurpose: (describe intent of this application in 1-2 sentences)				
	to 14-16 lots for mobile Homes, A green space will be included in this expansion				
6.	Certification: (must be signed in blue ink)				
I ce	ertify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.				
Ow	vner: Date: <u>4-23-24</u> AND				
In j	ertify that the information and attachments I have submitted are true and correct to the best of my knowledge. filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all terials and fees required by the City of Craig must be submitted prior to processing of this application.				
Ap	plicant: Patty ald & Date: 4.23-24				



#### Cedar Mountain Estates Expansion

Line Item 7

#### **Rational for proposed rezoning:**

To create additional affordable housing on the current property owned by Craig Cedar Mtn. MHP, LLC located to the east, but adjacent to, Cedar Mountain Estates. We are planning to add 14-16 mobile home lots in this current open space that is now zoned Commercial Light Industrial.

## Present and future Impacts on the existing adjacent zone districts, uses, and physical character of surrounding area:

We do not foresee any future negative impacts in these areas. Our impacts will actually be positive as we will add additional affordable housing in the City of Craig. We also plan on building a 6' tall chain link fence on the north end of this property as a protection and privacy for our residents from the railroad tracks (not impeding the easement).

#### Impact of the proposed zone on area accesses and traffic patterns:

This proposed zone is inside of private property, traffic will not be increased in any way to affect traffic patterns on public roads.

#### Availably of utilities for any potential development:

We will be utilizing mainline utilities, with the exception of natural gas, which currently run through the community. We will tap into these utilities and further our infrastructure for this expansion.

## Present and future impacts on public facilities and services including, but not limited to, fire, police, water, sanitation, roadways, parks, schools and transit:

We do not foresee any negative impacts on these public facilities. The proposed roadway will be EMS compliant, and the expansion is not sufficient enough to cause any strain to these public facilities.

#### Relationship between proposal and the City Master Plan:

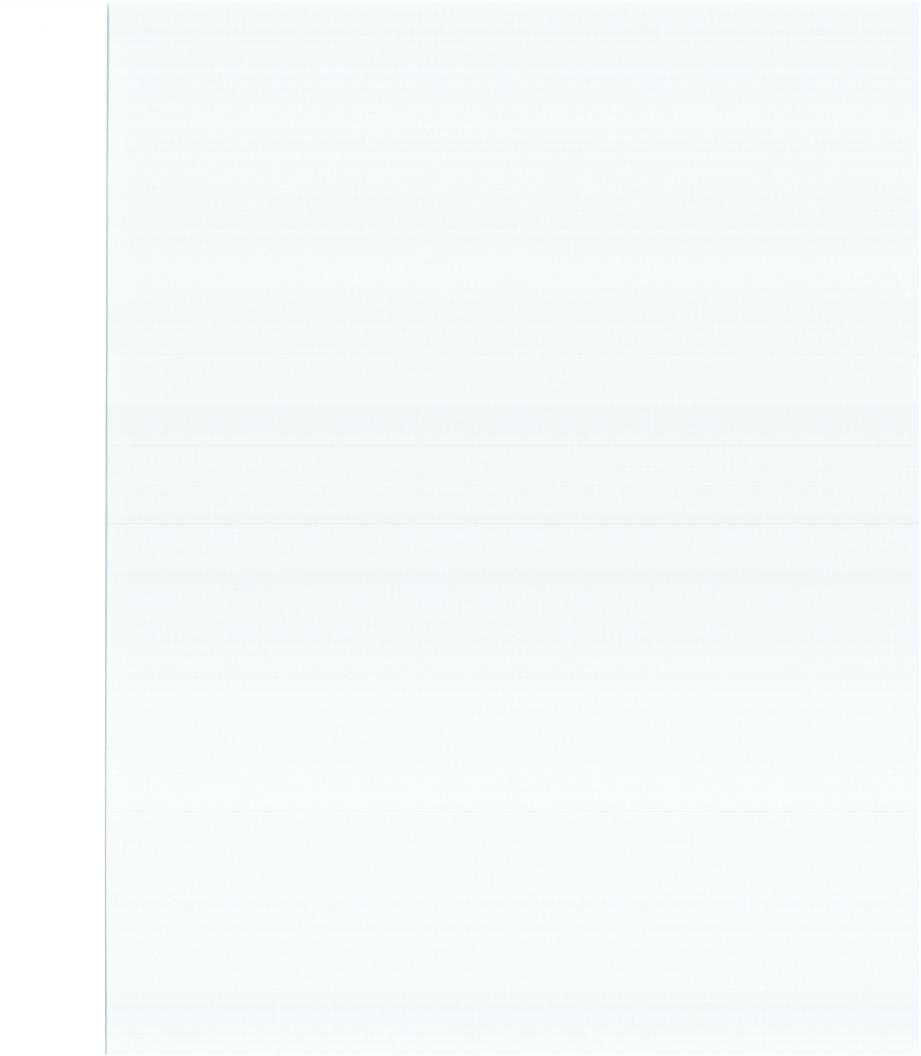
We are asking the zoning to be changed to reflect residential housing.

#### **Public Benefits arising from the proposal:**

Providing additional affordable housing to the resident of Craig.

#### Item 8

Unsure of how to address this question as the only property owners within 100 feet of our property are the Union Pacific Railroad and the property owner to the east.



### COMMUNITY DEVELOPMENT DEPARTMENT

## **MEMO**

July 9, 2024

To:

Craig City Council

From:

Marlin Eckhoff, Building Official M. E.

Subject

Rezoning of Cedar Mtn Mobile Park Parcel "A" from Light Industrial (I-1) to

Residential Mobile Home (RMH).

#### **BACKGROUND / DISCUSSION**

The Community Development Department has received an application from Cedar Mtn Village MHP for the following:

A zoning map amendment to rezone Parcel "A" of the existing park from Light Industrial (I-1) to Residential Mobile Home (RMH).

They are proposing to expand the existing park to develop 14 additional manufactured home spaces on parcel "A" which is already part of this parks plat. Parcel "A" is 2.15 acres lying from the north end of the existing developed park and the railroad tracks.

Per Section 16.03.080 C(10) of the Land Use Code, all zoning map amendments must be approved by Resolution. I have included a Resolution for this re-zone with your packet

This public hearing will be for the rezoning only, before the development can begin, a site plan will be presented to you and must be approved at a future meeting.

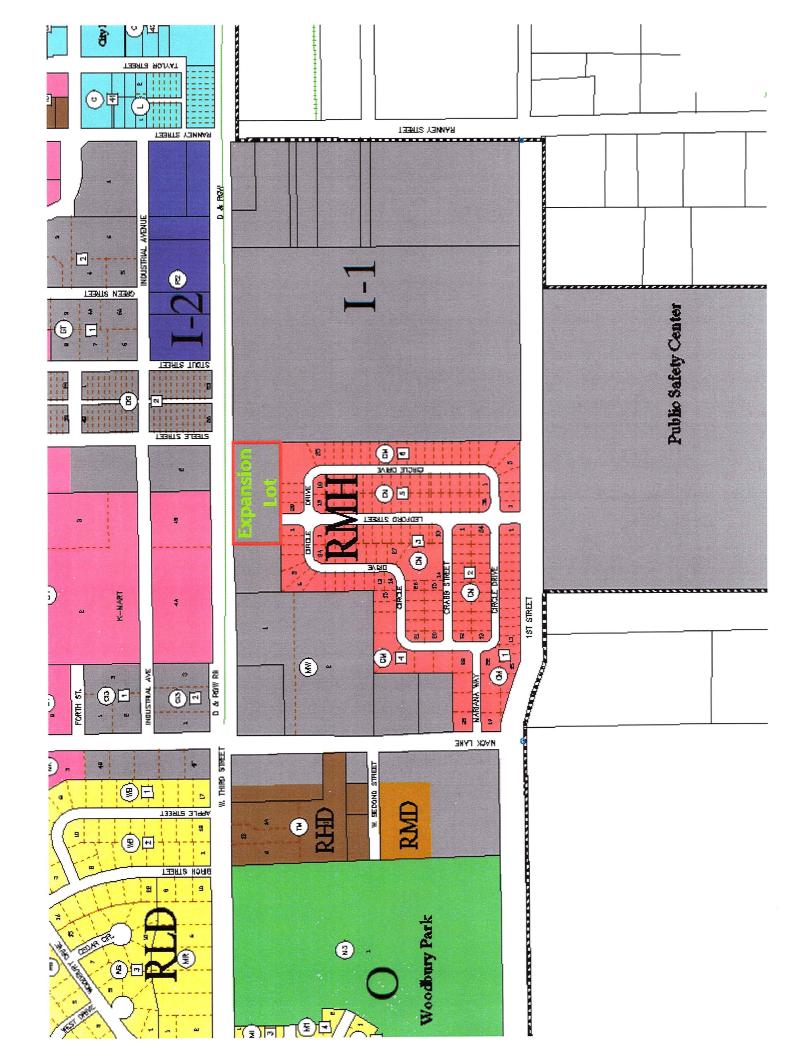
I have included the following:

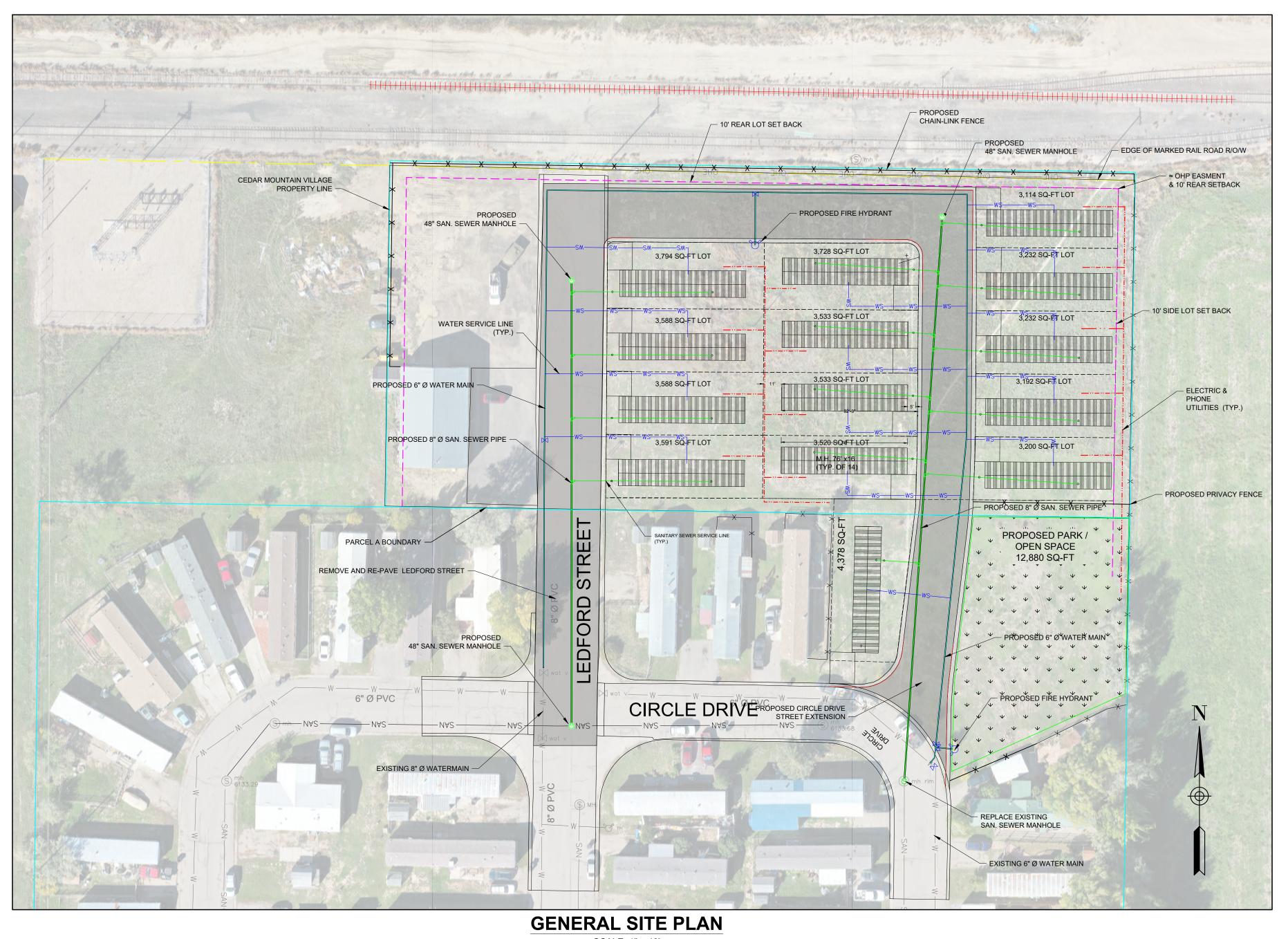
- 1. A zone map showing the proposed lot labeled as "Expansion Lot".
- 2. A preliminary site plan showing the intent of the project.
- 3. A plat showing both the existing park and Parcel "A".
- 4. A copy of our rezoning regulations from our Land Use Code.
- 5. A Resolution for the re-zone.
- 6. Minutes from the June 17<sup>th</sup> P&Z meeting.

This item was previously discussed at our April 23<sup>rd</sup> Council meeting as a presentation. Letters have been sent out to all property owners within 150' and a legal notice and property posting was done per our posting requirements. As of 5 p.m. on Tuesday, July 2, 2024, no public comments have been received.

### **P&Z RECOMMENDATION**

The Planning & Zoning Commission held a public hearing for the re-zone on June 17<sup>th</sup> 2024. The Commission voted unanimously "To approve a zoning map amendment for rezoning Cedar Mtn Mobile Park Parcel "A", from Light Industrial to a Residential Mobile Home Zone District."





# SCALE: 1" = 40'

## PROPOSED SITE USE & PLAN NARRATIVE

THE OWNER PLANS TO EXPAND THE THE EXISTING MANUFACTURED HOME PARK NORTH INTO PARCEL "A" BY ADDING 14 ADDITIONAL HOMES AND INFRASTRUCTURE. PARCEL "A" IS CURRENTLY ZONED AS LIGHT INDUSTRIAL. A PLANNED OPEN SPACE / PARK WILL ALSO BE RE-ZONED FROM MHP TO OPEN SPACE.

## GRADING AND DRAINAGE PLAN:

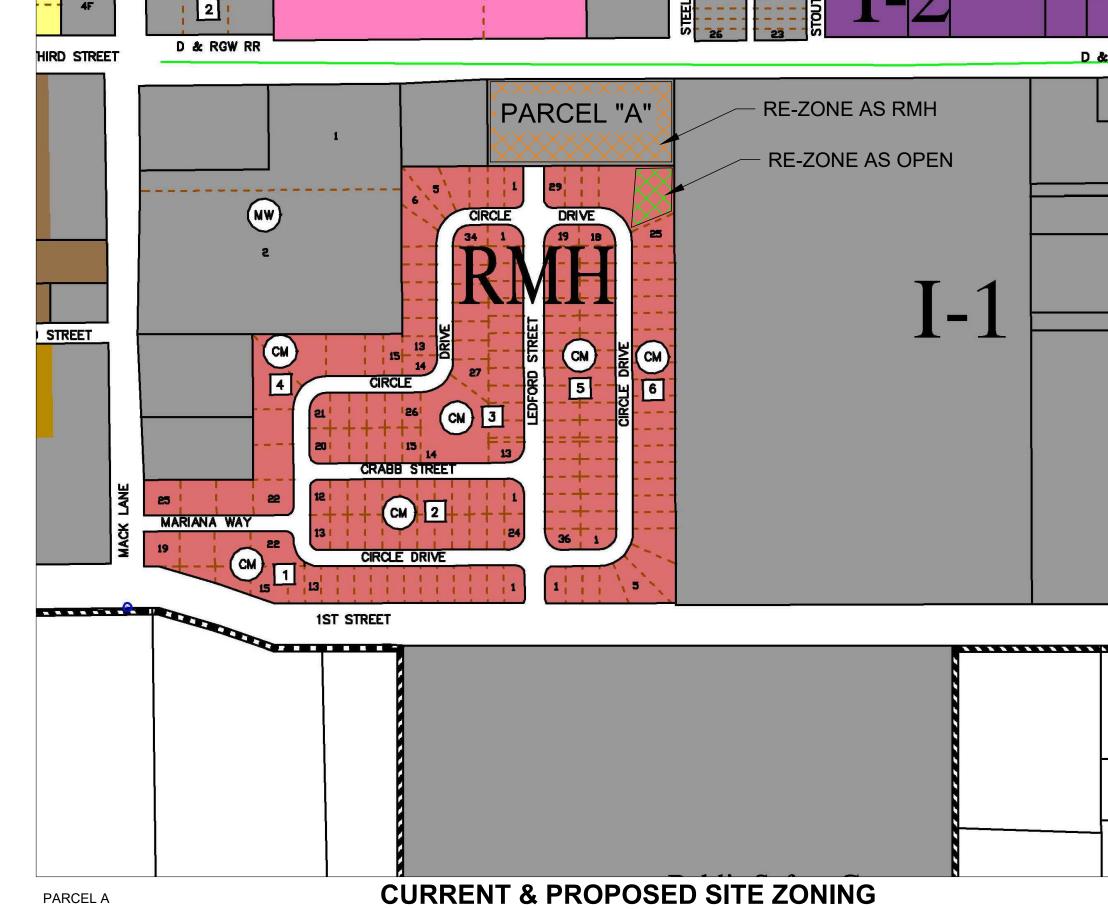
THE CURRENT SITE IS CURRENTLY GRADED. EACH HOME SITE WILL BE ELEVATED PER CODE WITH RUNOFF FROM EACH HOME EXPECTED TO DISSIPATE IN THE GRASSED YARD. ALL OTHER FLOWS WILL FLOW IN TO THE STREET GUTTERS AND FLOW SOUTH.

## UTILITY PLAN:

OWNER PLANS TO CONNECT TO EXISTING CITY OF CRAIG WATER AND SEWER. HOMES WILL BE ELECTRIC ONLY AND WILL CONNECT TO ELECTRICAL SERVICE.

## **GENERAL NOTES:**

BOUNDARY AND EASEMENT LOCATION FROM BAKER AND ASSOCIATES. AERIAL IMAGE FOR REFERENCE ONLY, ACTUAL LOCATIONS WILL VARY. LOCATIONS OF EXISTING UTILITIES ARE APPROXIMATE.



CURRENT ZONE: LIGHT INDUSTRIAL

PROPOSED: MANUFACTURED MOBILE HOME

- HORSE SHOE PIT FORT / SLIDE COMBO -

PARK / PLAYGROUND CONCEPT

## PLANNING & ZONING CERTIFICATE:

## CRAIG CITY COUNCIL CERTIFICATE:

## CITY OF CRAIG UTILITY PROVIDER:

## **SURVEYOR CERTIFICATE:**

## **ENGINEER CERTIFICATE:**

## OWNER CERTIFICATE:

THIS \_\_\_\_\_\_ DAY OF \_\_\_\_\_\_\_, 20\_\_\_\_

ADW.

CRAIG CE

SHEET 1 OF 1

#### 16.03.080 Amendments; zoning; rezoning.

- A. Initiation of amendments to text or official zoning map. The city council may, from time to time, amend, supplement, change or repeal the regulations and provisions of this title. Amendments to the text of this title may be initiated by the city council, city staff, the planning commission or written application of any property owner or resident of the city. Rezoning or amendments to the zoning district map may be initiated by the city council, city staff, the planning commission or a real property owner in the area to be included in the proposed amendment.
- B. General rezoning of the city. Whenever the official zoning map is in any way to be changed or amended incidental to or as part of a general revision of this title, whether such revision is made by repeal of this title and enactment of a new chapter or otherwise, the requirement of an accurate survey map or other sufficient legal description of, and the notice to and listing of names and addresses of owners of real property in the area of the proposed change, shall be waived. However, the proposed zoning map shall be available for public inspection in the city hall during regular business hours for fifteen (15) days prior to the public hearing on such amendments.
- C. Rezoning application process. The following process shall apply when a property owner applies for different zoning for his or her property).
  - 1. Step 1: Optional preapplication conference. The applicant may attend a preapplication conference with city staff. The purpose of the meeting is to discuss the zoning amendment, submittal requirements and review process.
  - 2. Step 2: Zoning amendment application submittal. The applicant shall submit one (1) copy of the complete zoning amendment application package to the city and shall request that the application be reviewed by the planning commission and city council.

Note: In the case of text amendments, only items "a" and "b" below are required. The zoning amendment application shall include:

- a. A completed zoning amendment application form, application fee per the city fee schedule (as adopted) and fee reimbursement agreement (if requested).
- b. If the proposed change is a text amendment only, a written description of the proposed change to the text of this title, including the citation of the portion of the title to be changed and the wording of the proposed change must be included. The description must provide the rationale for the proposed change, citing specific difficulties with the existing text and similar provisions in zoning codes of other jurisdictions that support the rationale of the proposed change.
- c. A legal description of all property to be considered for rezoning.
- d. A title commitment or current proof of ownership.
- e. If the land proposed for rezoning is not subdivided, or if a zoning district boundary is proposed to bisect a platted parcel, a zoning amendment map (fifteen [15] copies) of the area, including the proposed change, sized twenty-four (24) inches high by thirty-six (36) inches wide, with the following information:
  - 1) North arrow, scale (1'' = 100') or 1'' = 200' and the date of preparation.
  - 2) The subdivision or block and lot name of the area to be zoned (if applicable) at the top of each sheet.

- A legal description of the area to be zoned (entire area and individual zoning districts). On property that is not subdivided, zone boundaries shall be determined by a metes-andbounds description.
- 4) The location and boundaries, including dimensions, of the property proposed for rezoning.
- 5) The acreage or square footage contained within the property proposed for rezoning.
- 6) All existing land uses in the proposed rezoning area.
- 7) Zoning and existing land uses on all lands adjacent to the proposed rezoning.
- 8) The location and dimensions for all existing public rights-of-way, including streets and centerlines of watercourses within and adjacent to the rezoning.
- 9) The names of all adjoining subdivisions with lines of abutting lots, and departing property lines of adjoining properties not subdivided.
- Certificate blocks for the surveyor, planning commission, city council and county clerk and recorder.
- 11) An AutoCAD™ drawing file (Release 12 or higher) of the zoning amendment map on a compact disc or other electronic transfer method acceptable to the city.
- f. A written statement describing the proposal and addressing the following points:
  - 1) The rationale for the proposed rezoning;
  - 2) Present and future impacts on the existing adjacent zone districts, uses and physical character of the surrounding area;
  - 3) Impact of the proposed zone on area accesses and traffic patterns;
  - 4) Availability of utilities for any potential development;
  - 5) Present and future impacts on public facilities and services, including but not limited to fire, police, water, sanitation, roadways, parks, schools and transit;
  - 6) The relationship between the proposal and the Comprehensive Plan; and
  - 7) Public benefits arising from the proposal.
- g. Names and addresses of property owners within one hundred fifty (150) feet and mineral interests and lessees.
- 3. Step 3: Rezoning/amendment application certification of completion. Within a reasonable period of time, staff shall either certify that the application is complete and in compliance with all submittal requirements or reject it as incomplete and notify the applicant of any deficiencies. The applicant shall then correct any deficiencies in the application package, if necessary, and submit the required number of copies of the application to the city. The original application and all documents requiring a signature shall be signed in blue ink.
- 4. Step 4: Final staff review and report to planning commission. Staff shall complete a final review of the resubmitted materials and prepare a report to the planning commission explaining how the application is or is not consistent with the criteria for amendments to the official zoning map or criteria for amendments to the text of the zoning code.
- 5. Step 5: Set rezoning/amendment public hearing before the planning commission and complete public notification process. The city shall send notice of the public hearing to the applicant, the parties shown on the list of surrounding property owners/mineral interests and the appropriate referral agencies a reasonable length of time before the initial planning commission public hearing. Such notice shall not

be required for text amendments. For zoning map amendments, a public hearing notification sign shall be posted on the property by the applicant. Such posting shall be in a location and in a manner that makes it clearly visible from the adjoining street. The city shall publish notice in a newspaper of general circulation. The public hearing may be held a reasonable length of time after the date of posting of the property and newspaper publication. If the zoning amendment request is accompanying another application which is scheduled for public hearings before the planning commission and city council, one (1) public hearing may be held on both applications.

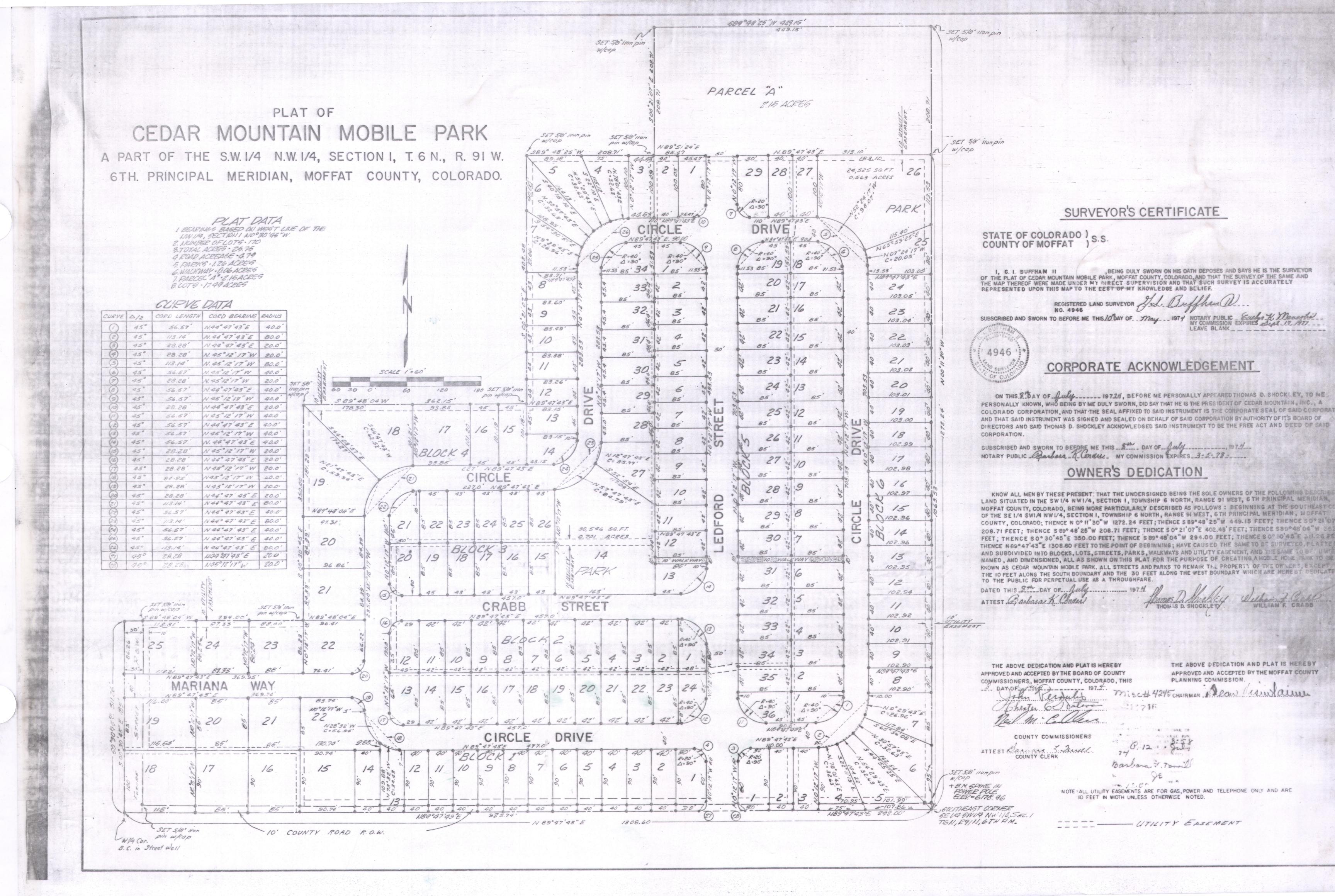
- 6. Step 6: Planning commission public hearing and action on the zoning amendment. The planning commission shall hold a public hearing to review the zoning amendment based on the criteria for amendments to the official zoning map or the criteria for text amendments to the code. The planning commission shall then make a recommendation to the city council to approve, conditionally approve or deny the zoning amendment application.
- Step 7: Finalize amendment based on planning commission comments. The applicant shall revise the
  zoning amendment application based on the planning commission's comments and submit it to the
  city.
- 8. Step 8: Set citycouncil public hearing and complete public notification process. The city council shall schedule a public hearing for the purpose of taking action on the zoning amendment. The city shall publish notice in a newspaper of general circulation. The hearing may be held no less than ten (10) days from the date of advertising.
- 9. Step 9: Notify parties of interest. Not less than ten (10) days before the date scheduled for the initial city council public hearing, staff shall notify the applicant, the parties for whom the applicant provided public hearing notification addresses and the appropriate referral agencies. The notice shall include the time and place of the public hearing, the nature of the hearing, the location of the subject property and the applicant's name. Such notice shall not be required for text amendments.
- 10. Step 10: City council public hearing and action on the zoning amendment. The city council shall, after receiving the report and recommendations from the planning commission, hold a public hearing and act upon the proposed amendment. Following the required hearing, the city council shall consider the comments and evidence presented at the hearing, evaluate the application in accordance with the criteria listed below and approve, approve with conditions or deny the application, in whole or in part. The city council can require that an area being rezoned have an approved planned development overlay zone prior to development, in which case the district designation on the official zoning map shall be followed by "(PD)." Decisions by the city council with all conditions shall be done by resolution.
- D. Criteria for amendments to the official zoning map. For the purpose of establishing and maintaining sound, stable and desirable development within the city, the official zoning map shall not be amended except:
  - 1. To correct a manifest error in an ordinance establishing the zoning for a specific property;
  - 2. To rezone an area or extend the boundary of an existing district because of changed or changing conditions in a particular area or in the city generally;
  - 3. The land to be rezoned was zoned in error and as presently zoned is inconsistent with the policies and goals of the Master Plan;
  - 4. The proposed rezoning is necessary to provide land for a community-related use that was not anticipated at the time of the adoption of the Master Plan, and the rezoning will be consistent with the policies and goals of the Master Plan;
  - 5. The area requested for rezoning has changed or is changing to such a degree that it is in the public interest to encourage development or redevelopment of the area; or

6. A rezoning to planned development overlay district is requested to encourage innovative and creative design and to promote a mix of land uses in the development.

This declaration of criteria for zoning map amendments shall not control an amendment that occurs incidentally to a general revision of the zoning map.

- E. Criteria for text amendments to the code. For the purpose of establishing and maintaining sound, stable and desirable development within the city, the text of this title shall not be amended except:
  - 1. To correct a manifest error in the text of this title;
  - 2. To provide for changes in administrative practices as may be necessary to accommodate changing needs of the community and the city staff;
  - 3. To accommodate innovations in land use and development practices that were not contemplated at the adoption of this title; or
  - 4. To further the implementation of the goals and objectives of the Master Plan.
- F. Map Amendment upon zoning establishment or modification. Upon enactment of any ordinance annexing and establishing zoning or modifying existing zoning for any property, and upon final passage thereof, the city shall amend the prior existing official maps to include the annexed area with the proper zoning classification or show the amended classification, as the case may be. Such updated, current official map shall contain, in table form, the date and number of the ordinance amending it, the date the map was amended to reflect each amendment and the initials of the person who checked and approved the change to the map.

(Ord. 962 §§1, 2, 2007)



### **CRAIG PLANNING & ZONING COMMISSION MINUTES**

### June 17, 2024

The Craig Planning and Zoning Commission of the City of Craig, County of Moffat, State of Colorado, met in the City Council Chambers, 300 West 4<sup>th</sup> Street, Craig Colorado, 81625, at the hour of 6:00 p.m. There being present the following Commissioners: Randy Kloos, Mike Tucci, Tom Gilchrist, Mason Updike, and Savana Crow. City Staff present were Building Official Marlin Eckhoff and Assistant Sierra Arellano. City Councilman Derek Duran was present.

Commission Chair Kloos called the meeting to order at 6:00 PM and began with Commission roll call. Those present were Commission members Randy Kloos, Mike Tucci, Tom Gilchrist, Mason Updike, and Savana Crow. Justin Jenison was absent, excused.

Commissioner Tucci made a motion, seconded by Commissioner Updike, to amend the agenda to add item 4.5 Public Comment. Ayes: 5. Nays: 0. Motion carried.

Commissioner Tucci made a motion, seconded by Commissioner Updike, to approve the minutes from May 20, 2024. Ayes: 5. Nays: 0. Motion carried.

Official Eckhoff presented the Commission with a public hearing to consider a recommendation to Council on a zone map amendment to rezone Cedar Mtn Mobile Home Park Parcel "A" from Light Industrial Zone District to Residential Mobile Home Zone District. Official Eckhoff and Will Myers, engineer for Cedar Mtn Mobile Home Park, stressed to the Commission that there will still be a site plan presented that will allow the Commission to make stipulations.

Commission Chair Kloos opened the public hearing to public comment. None had.

With no further discussion, Commissioner Gilchrist made a motion, seconded by Commissioner Tucci, to recommend City Council to approve the zone map amendment to rezone Cedar Mtn Mobile Home Park Parcel "A" from Light Industrial Zone District to Residential Mobile Home Zone District. Ayes: 5. Nays: 0. Motion carried.

Official Eckhoff gave the Commission background on a public hearing to discuss and vote on a variance request from Midwest Roots Construction to decrease the front yard setback from 25' to 10' along Bryan Way, subject property is Glen Erie Lots 10-12 Block 8. Eckhoff discussed with the Commission that this variance came about as Randy Schwarz of Midwest Roots Construction wanted to look at a possible minor subdivision and in order to begin the application process would need to get elevations and drainage plans. The 10' setback would make the home 45' from Bryan Way. Schwarz notes that the reduced setback would allow the homes to have a more desirable driveway length and aid in drainage plans.

Commission Chair Kloos opened the public hearing to public comment. Public comment made by Jennifer Pieroni, Janie Morley, Vicki Huyser, Matt Ferringer, Jon Miller, Anne and Rodney Compton. Public comment consisted of prior violation notices due to "junk", civil suit for

trespassing, surrounding property values decreasing. Official Eckhoff noted that prior to the meeting, 4 letters had been received in opposition of the variance. No further comment.

Tucci noted that he is not aware of any other 10' setback and worried about the precedent it could set, Commissioner Gilchrist seconded this sentiment. The Commission discussed the criteria for a variance, many felt that a hardship was not presented. With no further discussion, Commissioner Updike made a motion, seconded by Commissioner Gilchrist, to deny the variance request from Midwest Roots Construction to decrease the front yard setback from 25' to 10' along Bryan Way due to lack of hardship presented and to not set a precedent. Ayes: 5. Nayes: 0. Motion carried.

The Commission presented Schwarz his option to appeal their decision to City Council and he stated he would not be appealing.

Commission Chair Kloos opened public comment. Janie Morley and Vicki Huyser expressed to the Commission the need for short term rental regulations. Eckhoff noted that City staff has been working with Ayres and Associates to come up with regulations that comply with state house bills and will be having a workshop in the near future. Rafael Finneman, Jon and Candace Miller, and Anne Compton reiterated to the Commission their concerns with the variance application presented due to the previous violations that Schwarz committed and discussed looking at different application methods to reduce wasted time. No further discussion.

No Commission Reports.

For Staff Reports, Eckhoff reiterated to the Commission that a workshop will be coming in the near future regarding short term rentals.

There being no further business, Commissioner Tucci made a motion, seconded by Commissioner Gilchrist to adjourn the meeting. Ayes: 5. Nays: 0. Motion carried.