

TOWN OF SNOWMASS VILLAGE

**PLANNING COMMISSION
MEETING MINUTES**

June 18, 2025

Members Present:

Matt Dube
Brian Marshack
Jim Gustafson
David Seglin
Jami McMannes

Staff Present:

Dave Shinneman
Brian McNellis
Ashleigh Huff
Mike Metheny
Sara Nester
Clint Kinney
Betsy Crum

Members Absent: Stan Clauson, Doug Faurer

Others Present: None

Call to order: The meeting was called to order at 4:00 pm, and roll was called. Commissioners Faurer and Clauson were absent.

Item 1: Approval of Meeting Minutes:

The minutes from the June 4, 2025, meeting were presented for approval. Commissioner Gustafson requested an update to the minute language. Chair Dube motioned to approve the minutes as amended, seconded by Vice Chair Marshack. Approved 5-0.

Item 2: Workforce Housing Proposed Code Revisions:

Brian McNellis, Senior Planner, reintroduced the item, noting questions raised at the June 4 meeting led staff to invite Town Manager Clint Kinney and Housing Director Betsy Crum to provide further clarification. Mr. Kinney explained the proposed change would streamline the review process and make the town eligible for significant state grant funding under Proposition 123, which requires a theoretical 90-day approval process for affordable housing projects. He emphasized the current process takes four years on average, which delays housing delivery, increases costs, and prevents Snowmass from accessing millions in available grant dollars. Ms. Crum supported the change, noting challenges faced by both public and private developers, such as the 60% employee housing mitigation requirement and excessive review timelines that lag job creation. She highlighted potential state funding sources, including per-unit

45 grants, infrastructure, and land banking funds that are currently out of reach
46 without the expedited process.

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48 Commissioners engaged in discussion, expressing general support for improving
49 process efficiency while voicing concern about losing valuable early-stage input
50 currently provided by the sketch plan review. Commissioners Gustafson and
51 Seglin emphasized the need to involve the Commission's design and planning
52 expertise earlier in the process to help shape key elements such as site layout,
53 density, traffic, and aesthetics—especially for high-impact projects like the Draw
54 Site and potential housing behind the Snowmass Center. Staff clarified the
55 special review process still requires full compliance with zoning standards and
56 allows the Commission to request additional studies and hold multiple meetings.
57 There was broad agreement while expedited review could lower costs and
58 timelines, safeguards should remain to ensure project quality and community
59 compatibility.

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61 Commissioners discussed risks to applicants, the Town Council's role in early
62 project vetting, the legal implications of early input under quasi-judicial rules,
63 and the importance of the Planning Commission's design expertise.
64 Commissioner Gustafson expressed interest in the potential of informal work
65 sessions or a lighter "pre-sketch" review to preserve early feedback without
66 jeopardizing the state's 90-day eligibility timeline. Staff noted applicants can
67 request extensions to the timeline, which could support a two-meeting model if
68 not formally required. Ultimately, the Commission expressed support for piloting
69 the special review process for workforce housing projects, recognizing that
70 developers retain the option to pursue the traditional PUD path.

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72 A motion was made by Vice Chair Marshack, seconded by Commissioner
73 McMannes, to support the code amendment. The motion passed on a vote of 3
74 in favor (Marshack, McMannes, and Dube) and 2 against (Gustafson and Seglin).
75 Commissioners Faurer and Clauson were absent.

76 77 Item 3: Outdoor Lighting Code:

78 Sara Nester, Community Development Code Compliance Manager, and Chief
79 Building Official Mike Matheny presented. Ms. Nester presented the updates
80 based on prior feedback, noting changes marked in red italics and explaining
81 that the effective date for the new code was still to be determined. Seasonal
82 lighting date ranges were aligned more closely with neighboring jurisdictions like
83 Aspen, Basalt, Pitkin County, and Carbondale, with November 15 to March 1
84 recommended. Discussion focused on nighttime lighting hours, security and
85 stumble lighting, exemptions for decorative lighting at commercial entries, and
86 whether restrictions on color or intensity (lumens) of seasonal lighting should be
87 added. Commissioners voiced support for regulating intensity and duration
88 rather than color, citing enforceability and subjective concerns. Commissioners
89 reiterated floodlighting or up-lighting of facades should be prohibited. Outdoor
90 TVs were also addressed, with enforcement to occur on a complaint basis.

Commissioner Dube made a motion to approve the resolution as amended, seconded by Commissioner Marshack, and approved by a vote of 5 in favor and none opposed.

Item 4: Community Development Director Updates:

- Deerbrook final PUD application has been submitted and in review.
- Divide Preliminary PUD – joint meeting with Town Council to be scheduled.
- Willows PUD has been submitted. Waiting on fees to be paid.
- Comprehensive Sign Plan for the Mall has been submitted
- Snowmass Club – Brush Creek mitigation reviewed.
- Town Council is interested in updating housing mitigation requirements (potentially from 60% to 100%).

Motion to adjourn by Commissioner Seglin, seconded by Commissioner Marshack. All in favor. None opposed.

The meeting was adjourned at 6:04 p.m.