

Regular Planning Commission meeting – November 10, 2025

The meeting of the Town of Meeker Planning Commission was called to order by Commissioner Joy at 7:00 p.m.

Pledge of Allegiance

Commissioners Present: Greg Hanberg
 Leif Joy
 Michele Morgan
 Jan Zuber

Staff Present: Carly Thomson, Town Planner
 Lisa Pakuer, Administrative Assistant

Approval of Agenda

Motion to approve the agenda made by Commissioner Morgan, second by Commissioner Hanberg. All ayes, motion carried.

Approval of Minutes

Motion to approve the minutes from the October 6, 2025 Planning Commission meeting made by Commissioner Zuber, second by Commissioner Hanberg. All ayes, Commissioner Morgan abstained; motion carried.

Public Participation

Mr. Ed Peck at 1104 Jeanette Street was present inquiring about how the process was coming along regarding the possibility of hallucinogenic coming to Meeker. Planner Thomson stated she will ask for direction from the Board of Trustees at the December meeting, that will then be moved to the January 2026 meeting for any Land Use Code changes and zoning, with hopes for approval in February 2026. In the meantime Thomson stated people can check the local newspaper, bulletin board at Post Office and the Towns website for agendas.

Public Hearing

a. 1315 Park Avenue

Commissioner Joy opened the Public Hearing at 7:04 pm for consideration of a request from Phil and Debbie Morlan for a Conditional Use Permit to operate a Short-Term Rental (STR) at their property located at Lot 3, 4, 5, and sly 6' of 7, Block 113 in the Town of Meeker, commonly known as 925 7th Street.

Planner Thomson thanked applicants for being present and going through the process and stated that they are requesting a Conditional Use Permit to operate a STR at their property located at 1315 Park Avenue. The applicants intend to operate using online platforms such as AirBnB.com and VRBO.com. The property is located in the Mixed Residential Zone. Short Term Rental (STR) is listed as a Conditional Review Use under the MR zoning code. The applicants have submitted the required application and fee within the required time frame. The request has been advertised as mandated by the Meeker Land Use Development Code including notification of the Public Hearing to property owners within 300 feet, at the subject property, and in the Herald Times. During the referral review period the application received one comment from referral agencies. Thomson read an email from Town of Meeker Public Works Superintendent Jak Kilduff regarding his concerns for parking and blocking of the gates at Ute Park. Staff did ask the applicants to add information about parking to the guest information stating that no parking is allowed in front of the gates and that parking on Park Avenue should be limited to the gravel areas in front of the house. During the referral period staff received zero public comments in favor and against the application.

The property contains two structures, built in 1950 and prior to Meeker having code allowing for accessory dwelling units (ADU) therefore the property has a single-family residence and a non-conforming ADU. The applicant is

Regular Planning Commission meeting – November 10, 2025

requesting to operate the short-term rental in both structures however as one single rental. The property is not a dwelling in a lodging business.

Additionally, the application is in compliance with the Performance Standards for STRs.

- The proposed unit is less than 5 bedrooms and accommodates groups of less than 10 people
- The proposed unit has at least 1 off-street parking space
- The applicant will be on call when the unit is rented
- The proposed unit has adequate trash service
- The information provided to guests is updated regarding public nuisances, Staff has asked the applicant to include the reference to the municipal code for guests.
- The applicant will pay taxes through the online hosting platforms

The Town of Meeker has not yet met the maximum number of issued STR Licenses, as 10 permits have been issued to date. The proposed unit is not within an existing 300-foot buffer as outlined in the STR Cap and Buffer section. The application meets the criteria of Building Requirements, as demonstrated on the application's Fire and Safety Evaluation. As well the applicant provided a copy of the guest information and the applicant has indicated that this will be posted in the main living area. Staff did ask the applicant to make a few additions including reference to the noise ordinance, maximum number of guests, information about snow storage and updates to parking information.

The application has been found to be in compliance with the Conditional Uses requirements outlined in section 18.1.18, including various goals and policies of the Comprehensive Plan. Both requirements have been described in further detail in the staff report. Staff recommends that the Planning Commission recommend approval to the Board of Trustees and administration has reviewed this and agrees with this recommendation.

Planner Thomson reminded the Board this application is an ADU and Single-family residence.

Commissioner Joy closed the public hearing at 7:09 pm and requested a motion. Commissioner Hanberg moved to recommend approval of the Conditional Use Permit for a Short-Term Rental at 1315 Park Avenue; second by Commissioner Morgan. All ayes, motion carried.

b. 43 6th Street

Commissioner Joy opened the Public Hearing at 7:11 pm for consideration of a request from Kathryn and Trenton Kindall for a Variance from the front yard setback requirement.

Planner Thomson thanked the applicants for being present and going through the process and stated that the applicants are requesting a variance for the front yard setback for their primary building on the property. The applicants have constructed a single family residence on the lot at the required front yard setback is 15 feet according to code section 18.1.7. During the applicants' final stages of construction an Improvement Location Certificate (ILC) found the home to be 13.6 feet from the property line, a variance of 1.4 feet. Staff informally measured the property during the site visit and agree with the ILC. The subject property is located in the Mixed Residential zone and is approximately 52,043 square feet.

The variance request was provided to referral agencies, and this public hearing was notified at the location, to property owners within 300 feet and in the Herald Times as required by Meeker Municipal Code. Since notification Town staff has received zero comments in favor of and zero comments against the application.

It is in staff's opinion that the variance request meets the conditions for variance approval. While the applicants did construct the home the reduced setback was not done intentionally. In discussion with Building Inspector Padilla,

Regular Planning Commission meeting – November 10, 2025

it is his and staff's opinion that due to significant sloping from 6th street to the building a condition was created where measurements became "off."

Staff recommends approval of the variance request for the following reasons:

- The variance request meets the conditions of Meeker Municipal code section 18.1.20
- The variance request is not in conflict with the goals of the Comprehensive Master Plan

Administration has reviewed the application and this report and agrees with this recommendation.

Commissioner Hanberg asked if the slope on the side of the house has potential to be a water hazard. Planner Thomson stated it slopes towards the river and should not be a concern.

Commissioner Joy closed the public hearing at 7: 15 pm and called for a motion. Commissioner Morgan moved to approve the variance request at 43 6th Street; second by Commissioner Hanbeg. All eyes, motion carried.

Planner Thomson stated there will be another meeting to discuss Land Use Code likely in January, regarding the hallucinogenic and healing centers, Thomson intends to replicate the current section about sexually orientated possibly being replaced with healing centers. Thomson pointed out there will be a meeting in December. Commissioner Joy thanked Thomson for the job well done.

With no further questions or comments, Commissioner Joy adjourned the meeting at 7:21 pm.



Leif Joy, Chairman

Attest:



Lisa Pakuer, Administrative Assistant

