

Regular Planning Commission meeting – January 12, 2026

The meeting of the Town of Meeker Planning Commission was called to order by Commissioner Joy at 5:30 p.m.

Pledge of Allegiance

Commissioners Present: Amanda Back
 Greg Hanberg
 Leif Joy
 Michele Morgan
 Jan Zuber

Staff Present: Carly Thomson, Town Planner
 Mandi Etheridge, Town Administrator

Approval of Agenda

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

Approval of Minutes

Motion to approve the minutes from the December 8, 2025 Planning Commission meeting made by Commissioner Zuber, second by Commissioner Hanberg. All ayes, Commissioner Morgan abstain, motion carried.

Public Participation

None

Public Hearing

None

New Business

Consideration of updates to the Meeker Municipal Code Title 18

Planner Thomson shared a presentation that outlined the proposed updates in the MMC Title 18 as follows:

18.1.16(13) Accessory Building

- Add that if the ground floor area is under 200 feet a building permit is not required.
- Commission consented to add language *non-residential* or *storage only* to clarify the use of the building.

Definition – Spot Zoning

- Add “The practice of rezoning a parcel, measuring less than ten (10) acres of land to a different use than the surrounding area.”
- Commission consented to the update.

18.1.3(4) Zoning Districts

- Add “Lots less than ten (10) acres seeking rezoning must share at least one-sixth (1/6) of its boundary with the area included in the new zoning request and may be separated by a street or alley.”
- Commission consented to the update.

Highway Corridor Zone

- Allow for multifamily residential as either permitted or conditional use to the HC Zone.
- Create dimensional requirements for the building.

Regular Planning Commission meeting – January 12, 2026

- Rio Blanco County Building Official Matt Franks asked about highway access and what requirements CDOT would place on a building.
- Commission consented to multifamily as a permitted use in the HC Zone.

Title Insurance Commitments and Proof of Ownership

- Due to high costs of Title Commitments, recommendation is to update the requirements for certain Land Use Applications.
 - Conditional Uses and Variances require Proof of Ownership.
 - Rezoning, Administrative Subdivisions, and Minor Subdivisions require an Owner and Encumbrance Report.
 - Major Subdivision and Annexation still require a full Title Commitment.
- Provision is included that Town Staff, Planning Commission, or Board of Trustees can require a Title Commitment at anytime.
- Commission consented to the update.

18.2.3 Subdivision Enforcement Fine

- Current code states that the fine amount is TBD and recommendation is to update code with a defined amount.
- Commissioner Joy stated that a Subdivision Improvement Agreement should guide enforcement and determine the fine and that the amount should not be codified. Joy suggested adding a finite timeline for a subdivision application.
- Discussion followed regarding interpretation of the code and the reason behind enforcement.
- Commission consented to examine a timeline provision and ask for an opinion from the Town Attorney on enforcement language.

Public Utility Easements

- Change the requirement of a utility easement to be on a case-by-case basis as opposed to an overall standard.
- Add “The location, width, and design of each utility easement shall be subject to approval by the applicable utility service provider. Where required by the utility service provider, additional easements shall be provided for switching stations, substations, regular stations, or other equipment necessary to support the utility network.”
- Add “Easements shall be designed to provide efficient installation of utilities. Public utility installations may be located as to permit multiple installations within the easements.”
- Commissioner Joy stated that easements on a plat should be designed to fit the intended use of each property.
- Discussion followed regarding process and purpose of easement requirements.
- Commission consented to the update with the suggested language *legal access to all public utility services shall be provided and shown on the final plat.*

18.2.12 Right-of-Way Vacation

- Add the word “Utility” to define easements.
- Commission consented to the update.

Wildland Urban Interface (WUI)

- SB23-166 required the adoption and implementation of the WUI Code by July 2026.
- Add section 18.1.18 to include:
 - Definition
 - State References (map and Colorado Wildfire Resiliency code)

Regular Planning Commission meeting – January 12, 2026

- Zoning
 - Warning & Disclaimer
 - Allowable Uses
 - Permits
 - Inspection & Enforcement
- Discussion followed regarding the WUI requirements.
 - RBC Building Official Franks stated that this is mandated by the State and the County is working towards a collaborative, cross-county effort to adopt the WUI.
 - Commissioner Joy confirmed with Planner Thomson that the proposed language meets the minimum code required from the State.
 - Joy questioned the need for adding plat notes; Thomson clarified that the plat note was based on the buyer beware philosophy of notification. Joy suggested adding the WUI Commission to the referral list.
 - RBC Building Official Franks suggested changing “permit” to “certificate”.
 - Commission consented to the update *without the Warning & Disclaimer* and with the change of *permit* to *certificate*.

Natural Medicine

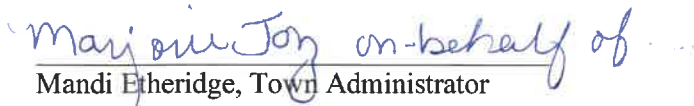
- Proposition 122 made psilocybin medicine legal in the State and cannot be outlawed.
- Add definitions for Natural Medicine and Natural Medicine Establishments.
- Add as allowable in Industrial Zone as a conditional use.
- Add location, access, and performance standards.
- Commission consented to the update.

With no further questions or comments, Commissioner Joy adjourned the meeting at 7:49 pm.



Leif Joy, Chairman

Attest:



Mandi Etheridge, Town Administrator

