



MEETING OF THE PLANNING COMMISSION BOULDER COUNTY, COLORADO

Regular Meeting Minutes

September 17, 2025, 1:30 p.m.

Third Floor Hearing Room

County Court House

1325 Pearl Street, Boulder

Commissioners Present: Sam Libby, Vice Chair
Gavin McMillan
Mark Bloomfield, 2nd Vice Chair
Chris Whitney, Chair
George Gerstle
Rita Manna
Bobby Umstead
Byron Kominek

Commissioners Excused: Rachel Lee

1. CALL TO ORDER

The meeting was called to order at approximately 1:33 p.m. by Chair Chris Whitney.

2. ROLL CALL

3. APPROVAL OF MINUTES/MISCELLANEOUS BUSINESS

3.1 Approval of meeting minutes from July 16, 2025

MOTION: George Gerstle MOVED that the Boulder County Planning Commission APPROVE the meeting minutes from July 16, 2025.

SECOND: Mark Bloomfield

VOTE: Motion PASSED {8:0}

4. STAFF UPDATES

None.

5. **ITEMS**

5.1 Docket SU-23-0013/SE-24-0005: Riverside Cabins Lodge and Boundary Line Adjustment

Sam Walker, Planner II, presented the application for Riverside Cabins Lodge and Boundary Line Adjustment for Special Use Review to establish a Resort Lodge use for up to 34 guests at a time in cabins located at 16190, 16202, 16194, and 16188 N. St. Vrain Drive and Subdivision Exemption request to adjust the boundary lines between 16194 and 16198 N. St. Vrain Drive. The proposal is in the Forestry (F) zoning district at 16188 N. St. Vrain Drive, accessed via an existing driveway immediately south of the intersection of N. St. Vrain Drive (AKA US 36) and Longmont Dam Road in Section 11, Township 3N, Range 71W.

PUBLIC HEARING OPENED

SPEAKERS: Micah Kohls (Owner/Applicant), Tom Parko (Agent), Heidi Campbell (Agent), Cathy Oehlman, Pooled with Ken Feldman - Lyons, CO (In Person), Regina Cleveland - Lyons, CO (Virtual)

PUBLIC HEARING CLOSED

MOTION: Sam Libby **MOVED** that the Boulder County Planning Commission **CONDITONALLY APPROVE** and recommend **APPROVAL** to the Boulder County Commissioners of **Docket SU-23-0013/SE-24-0005: Riverside Cabins Lodge and Boundary Line Adjustment**, subject to the conditions listed in the Staff Recommendation Packet as amended below:

1. No guest may reside on the subject property for any period longer than 90 consecutive days.
2. Prior to the issuance of any building permits or the commencement of the proposed lodging use, and within one-year of the signing of the Board of County Commissioners' Resolution, the applicants shall provide a Development Agreement for review and approval by County staff. Once approved by County staff, the Development Agreement shall be signed and notarized by the applicant, and will be recorded by County staff.
3. Building permits are required for all normally permitted work on the subject property including, but not limited to, remodels, repairs, alterations, electrical work, mechanical work, plumbing work, and hot tub installation.

At building permit, the applicants must provide details of all unpermitted work that has occurred on the subject property for review by the Building Safety & Inspection Services Team Prior to the commencement of the lodging use, all issued building permits must be completed and closed.
4. Prior to the recordation of the Development Agreement, any historic landmarking process must be completed, regardless of the outcome.
5. At building permit submittal, the applicants must include a Revegetation and Landscape Maintenance Plan that includes details regarding the revegetation of streambank areas, including the "upland areas" described in the Parks & Open Space

Natural Resource Planner's Referral Response, and willow shrub plantings in riprap areas. If irrigation is proposed for any plantings, an approved water source must also be noted in the plan.

The plan must also demonstrate the preservation and maintenance of a vegetated buffer between North St. Vrain Creek and all impervious surfaces on the subject property, and note an adequate water source for any lawn or landscape irrigation. Prior to final inspection, the full installation of all required revegetation and landscaping must be inspected and approved by the Community Planning & Permitting Department.

6. At building permit submittal, the permit documents must include evidence of an adequate water supply for all indoor and outdoor water uses on the subject property including, but not limited to, filling of the hot tub.

7. The maximum number of guests on-site may not exceed 28 at any given time, unless one or more of the existing septic systems are upgraded to increase the guest capacity. The maximum number of guests on-site may not exceed 34 at any given time after septic system upgrades are completed. If managers or caretakers overnight stay on the property, they must be accounted for in the capped number of guests.

8. Vehicle access to and within the subject property must be brought into compliance with the Multimodal Transportation Standards. If the improvements require more than 50 cubic yards of earthwork, a separate grading permit is required.

At building permit, the submitted plans must demonstrate that the driveway and access road will be brought into compliance with the following standards, including without limitation:

- a. Table 5.5.1 – Parcel Access Design Standards
- b. Standard Drawing 11 – Private Access
- c. Standard Drawing 14 – Access with Roadside Ditch
- d. Standard Drawing 15 – Access Profiles Detail
- e. Standard Drawing 16 – Access Grade & Clearance
- f. Standard Drawing 19 – Typical Turnaround & Pullout Locations

At the final inspection, Community Planning & Permitting staff must verify the installation of all permitted access improvements.

9. Prior to the final inspection, Community Planning & Permitting Staff must verify that all liquid gas storage tanks, and any other prohibited items, have been removed from the Floodplain Overlay district areas on the subject property.

10. Prior to the commencement of the proposed use, the subject property must receive a Wildfire Partners certificate to mitigate the property against wildfire.

11. Prior to the final inspection, the applicants must obtain approval by the Lyons Fire Protection District of an emergency water supply.

12. The applicants are subject to the terms, requirements, and commitments of record and in the file for docket SU-23-0013/SE-24-005: Riverside Cabins Lodge and Boundary Line Adjustment.

13. Added condition: The owners must post signage for guests describing fire restrictions, noise ordinance(s), and occupancy restrictions. Posted signage must be updated to reflect Boulder County fire restrictions. Property boundary signage must also be posted along the shared boundary with adjoining properties.

The Planning Commission also recommended that staff review the language of Condition 5 to include a reasonable vegetative screening requirement for the parking area.

SECOND: Mark Bloomfield

VOTE: Motion PASSED {8:0}

The Planning Commissioners went into recess from 3:50 to 4:00 p.m.

Gavin McMillan and Rita Manna departed the meeting at 3:50 p.m.

Gavin McMillan rejoined the meeting virtually at 4:11 p.m.

5.2 Docket BVCP-25-0001:Boulder Valley Comprehensive Plan Major Update

Hannah Hippely, Long Range Planning Division Manager, presented an update on the Boulder Valley Comprehensive Plan, reviewed the project timeline and led a discussion regarding the 2025 Boulder Valley Comprehensive Plan Major Update. A discussion followed the presentation and Planning Commissioners asked questions and provided thoughts about the BVCP update.

6. ADJOURNMENT

The meeting was adjourned at approximately 5:19 p.m.