

# NORWOOD PLANNING AND ZONING / BOARD OF ADJUSTMENTS

Monday **October 20, 2025**

Regular Session 6:30 p.m.

*NORWOOD COMMUNITY CENTER*

*1670 Naturita St, Norwood, CO 81423 - And - Via Zoom*

## **AGENDA**

<https://us02web.zoom.us/j/85001344971>

**Meeting ID: 850 0134 4971**

**Passcode: 8142302**

**Dial In**

1-346-248-7799

### **Call Regular Meeting To Order**

This Planning and Zoning / Board of Adjustments Regular Meeting was called to order by Bronwen Spielman at 6:32 pm.

### **Board Attendance:**

Mayor Pro-Tem – Shawn Fallon - Present

Norwood Fire Chief – John Bockrath – Present

Member – Kerry Welch – **Absent**

Member – Nancy Willis – Present

Member – Isabella James – Present

Member – Jenny Wheeler – Present

Member – Mark Eckard – Present

Member Brian DiPaola – Present, via Zoom

Member – Bronwen Spielman - Present

### **Staff Attendance:**

Administrative Director – Sara Owens – Present

Public Works Director – Randy Harris – Present

Town Clerk – Cidney Ross – Present

### **Public Attendance:**

Clay Wadman

### **Public Comment For Items Not On The Agenda**

There was no public comment at the meeting.

### **Consent Agenda**

#### **1. Meeting Minutes of September 15, 2025**

MOTION: Nancy Willis motioned to approve the Consent Agenda. Isabella James seconded the motion. All voted. Motion carried.

### **Board Business Agenda**

#### **1. Discussion of Current Land Use Permit Process**

Nancy Willis raised concerns about the process and suggested that some permits should be followed by sewer and water installations.

## 2. Discussion of the Tree Board

The boards discussed creating a tree board to inventory and manage town trees, with Nancy Willis volunteering to help establish this board.

## 3. Discussion of Prop 123 Fast Track Guidance

The boards reviewed Prop 123, a state initiative for affordable housing. Sara Owens announced that there has already been a Letter of Support given for this issue from San Miguel County.

## 4. Discussion of Draft Resolution Prop 123 Expedited Review

The boards decided to keep the review process simple, with decisions made within 90 days of a complete application.

## 5. Discussion of November Board Training

The board scheduled a two-hour board training session for November run by David Reed (legal) and Kat Herbert (KLJ Town Planner). This will start at 6 PM, which will be followed by a regular board meeting.

### Staff Reports

None

### Board Member Reports

None

### Executive Session

None

### Adjourn

MOTION: Jenny Wheeler motioned to adjourn the Planning and Zoning Commission / Board of Adjustments Regular Meeting at 7:18 pm. Mark Eckard seconded the motion. All voted, meeting is adjourned.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED:

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Minutes Taken by: Cidney Ross, Town Clerk

## **Town of Norwood**

Town of Norwood, San Miguel County, Colorado  
**Resolution No 1210 Series: 2025**

### **A RESOLUTION ESTABLISHING EXPEDITED REVIEW POLICIES FOR AFFORDABLE HOUSING PROJECTS**

WHEREAS, the voters of Colorado approved Proposition 123 in 2022 creating the State Affordable Housing Fund to make certain funds available to local governments as defined by [C.R.S. 29-32-104](#); and

WHEREAS, Town of Norwood, Colorado is a statutory municipality duly and regularly organized and validly existing as a body corporate and politic under and by virtue of the Constitution and laws of the State of Colorado and is eligible for Proposition 123 funding and programing; and

WHEREAS, the Town of Norwood has not adopted zoning, however, recognizes the importance of allowing affordable and attainable housing to be developed for its workforce and its residents; and

WHEREAS, the Town of Norwood has set a baseline and commitment to increase affordable housing as defined in [C.R.S. 29-32-105](#); and

WHEREAS, the Town of Norwood's current process for reviewing proposed housing projects already meets the requirement for a 90-day review process; and

WHEREAS, the Town of Norwood creates this policy for expedited review to ensure that affordable housing projects are reviewed and a decision rendered within 90 days of a complete application in alignment with the requirements of C.R.S. 29-32-105(2) et seq., as determined by the Planner and Building Official.

WHEREAS, The Town of Norwood recognizes that an affordable housing development project which has at least 50% of the units as affordable, as defined in statute (C.R.S. 29-32-101 and C.R.S. 29-32-105(2)) would be eligible for expedited review; and

WHEREAS, The Town of Norwood recognizes the following application types which require expedited review: Site Plan, Development Plan, Conditional Use Permit, Building Permit, Special Use Permit, Variance or Waiver, Administrative Modifications, and any other applications that meet the affordable housing requirement.

WHEREAS, The Town of Norwood's expedited review process for affordable housing projects does not apply if an applicant chooses to opt-out of the process.

WHEREAS, The Town of Norwood recognizes the allowable extensions in C.R.S. 29-32-105(2), both for applicants and for the Town, and recognizes the circumstances

under which the expedited review timeline may be extended or the application may be removed from the expedited review process.

NOW, THEREFORE, BE IT RESOLVED by the Town Trustees of Norwood, Colorado, creates the following policy to implement a system to expedite the development review process for affordable housing. The Trustees establish a formal policy that any complete application received by the Town for an affordable housing development will be placed on the next available agenda once proper public notice has been posted and a decision rendered on the application within 90 days to ensure an expedited and timely review of the affordable housing project, with the intent to comply with the requirements in C.R.S. 29-32-105(2) et seq.

Adopted this \_\_10th\_\_ day of \_\_December\_\_, 2025.

**TOWN OF NORWOOD**

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**Mayor: Candy Meehan**

**ATTEST**

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**Town Clerk: Sidney Ross**