

TOWN OF ERIE

*645 Holbrook Street
Erie, CO 80516*



Meeting Minutes

Wednesday, December 18, 2024

Virtual Meeting

**Virtual Link: <https://bit.ly/18December24PCMtg>
Virtual Meeting**

Planning Commission

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

Chair Burns called the December 18, 2024 Planning Commission Meeting to order at 6:38 pm.

II. ROLL CALL

Roll Call:
Commissioner Booth - present
Commissioner Hemphill - present
Commissioner Dreckman – present
Commissioner Braudes - present
Commissioner Baham – present
Vice Chair Laws- present
Chair Burns – present

A quorum was present.

III. APPROVAL OF THE AGENDA

Commissioner Booth moved to approve the agenda of the December 18, 2024 Planning Commission Meeting. The motion, seconded by Vice Chair Laws, carried with the following roll call vote:

Commissioner Booth - yes
Commissioner Hemphill – yes
Commissioner Dreckman – yes
Commissioner Braudes – yes
Commissioner Baham – yes
Vice Chair Laws – yes
Chair Burns – yes

Motion passes unanimously.

IV. APPROVAL OF MINUTES

[24-524](#) Approval of the Oct. 16, 2024 Planning Commission Meeting Minutes

Attachments: [Oct. 16, 2024 Planning Commission Meeting Minutes](#)

Commissioner Hemphill moved to approve the minutes of the October 16, 2024 Planning Commission Meeting. The motion, seconded by Commissioner Dreckman, carried with the following roll call vote:

Commissioner Booth - yes
Commissioner Hemphill – yes
Commissioner Dreckman – yes
Commissioner Braudes – yes
Commissioner Baham – yes
Vice Chair Laws – yes
Chair Burns – yes

Motion passes unanimously.

V. PUBLIC COMMENTS

No public comment was taken.

VI. GENERAL BUSINESS

[24-553](#) PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Approving the Village Cooperative Site Plan

Attachments: [Resolution P24-16](#)
[Staff Report](#)
[Staff Presentation](#)
[Applicant Presentation](#)
[Site Plan](#)
[Final Plat](#)
[Application and Narrative](#)
[Additional Application Materials 1](#)
[Additional Application Materials 2](#)
[Combined DRT Comments](#)
[Neighborhood Meeting Posting](#)
[Public Notice Posting](#)

Chair Burns announced Agenda Item 24-553: A Resolution of the Planning Commission of the Town of Erie Approving the Village Cooperative Site Plan.

Chair Burns opened the Public Hearing at 6:44 p.m. and turned it over to staff.

Harry Brennan, Senior Planner, gave a presentation to the Commission on the agenda item.

Shane Wright, with Real Estate Equities Development, gave a presentation to the Commission on the agenda item.

Chair Burns opened the Public Comment portion of the Public Hearing at 7:08 p.m. and asked if there was anyone in attendance to give comment on this agenda item.

No public comment was taken.

Chair Burns closed the Public Comment portion of Public Hearing at 7:10 p.m.

Chair Burns brought it back to the Commission for any questions/comments of staff.

Some questions/comments included the following:

- Proper setbacks that are above the minimum required.
- Drainage issues
- Engineering and Studies up-to-date and current.
- Foundation issues in nearby neighborhoods including drainage and the different types of mitigation for the issues.
- Spine Trail connection
- Expected traffic in the area.
- EV installed, EV ready, and EV capable parking.

- Addressing neighbors' prior concerns
- Amenities (indoor & outdoor) for the residents and other components of the facility that will integrate into the community.
- Deep foundations for poor soils.
- Stabilization of soils in surface areas to ensure safety and accessibility.
- Need for Senior Housing.
- Open Space.
- Caissons, method and depth of installation and the effect on neighboring structures.
- Drainage system plan.
- Water and Sanitary Sewer demand and demand calculations.
- Bike parking in garage area.

Chair Burns closed the Public Hearing at 7:34 p.m. and asked if there was a motion on the agenda item.

Commissioner Braudes moved to approve Agenda Item 24-553: A Resolution of the Planning Commission of the Town of Erie Approving the Village Cooperative Site Plan. The motion, seconded by Commissioner Baham, carried with the following roll call vote:

- Commissioner Booth - yes
- Commissioner Hemphill – yes
- Commissioner Dreckman – yes
- Commissioner Braudes – yes
- Commissioner Baham – yes
- Vice Chair Laws – yes
- Chair Burns – yes

Motion passes unanimously.

[24-555](#)

PUBLIC HEARING:

A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Parkdale North PD Amendment with a Condition

A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Parkdale North Preliminary Plat with Conditions

Attachments: [Resolution P24-17 \(PD Amendment\)](#)
[Resolution P24-18 \(Preliminary Plat\)](#)
[Staff Report](#)
[Staff Presentation](#)
[Applicant Presentation](#)
[Parkdale North Preliminary Plat](#)
[PD Amendment Parkdale North](#)
[Illustrative Site Plan](#)
[Overall Parks and Open Space Exhibit](#)
[Application and Narrative](#)
[Additional Application Materials Part 1](#)
[Additional Application Materials Part 2](#)
[Additional Application Materials Part 3](#)
[Combined DRT Comments](#)
[Neighborhood Meeting Summary](#)
[Public Hearing Notices](#)

Chair Burns announced Agenda Item 24-555: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Parkdale North PD Amendment with a Condition.

A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Parkdale North Preliminary Plat with Conditions.

Chair Burns opened the Public Hearing at 7:39 p.m. and turned it over to staff.

Harry Brennan, Senior Planner, gave a presentation to the Commission on the agenda item.

John Prestwich, with PCS Group, gave a presentation to the Commission on the agenda item.

Chair Burns opened the Public Comment portion of the Public Hearing at 8:07 p.m. and asked if there was anyone in attendance to give comment on this agenda item.

No public comment was taken.

Vice Chair Laws closed the Public Comment portion of Public Hearing at 8:09 p.m.

Chair Burns brought it back to the Commission for any questions/comments of staff.

Some questions/comments included the following:

- **Dimensional Standards following UDC Dimensional Standards.**
- **New School implications and oil and gas issues.**
- **Consistency with Comprehensive Plan.**
- **Oil and Gas setbacks, plugging, and details about “SI Wells” (Shut-in Wells).**

- Connectivity of Trails.
- Grade separated crossing and grade differences.
- Speed limit of Coal Creek Parkway and anticipated higher traffic counts of Coal Creek Parkway when completed. And, generally, road improvements and traffic controlling/calming devices and measures to include round-a-bouts.
- Bicycle facility possibly being relocated to an adjacent, widened multi-purpose trail.
- Minimum lot standards having ranges.
- Proximity to future school and to major roadways/main entrance into Town.
- Completion of Coal Creek Parkway and buffer from the future school and other school safety buffers.
- Egress point and traffic patterns for the future school.
- Use of the remaining Triangular Tract.

Chair Burns closed the Public Hearing at 8:40 p.m. and asked if there was a motion on the agenda item.

Commissioner Dreckman moved to approve Agenda Item 24-555: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Parkdale North Preliminary Plat with Conditions. The motion, seconded by Commissioner Braudes, carried with the following roll call vote:

- Commissioner Booth - yes
- Commissioner Hemphill – yes
- Commissioner Dreckman – yes
- Commissioner Braudes – yes
- Commissioner Baham – yes
- Vice Chair Laws – yes
- Chair Burns – yes

Motion passes unanimously.

Commissioner Braudes moved to approve Agenda Item 24-555: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Parkdale North PD Amendment with a Condition. The motion, seconded by Vice Chair Laws, carried with the following roll call vote:

- Commissioner Booth - yes
- Commissioner Hemphill – yes
- Commissioner Dreckman – yes
- Commissioner Braudes – yes
- Commissioner Baham – yes
- Vice Chair Laws – yes
- Chair Burns – yes

Motion passes unanimously.

VII. STAFF REPORTS

Kelly Driscoll, Planning Manager, reported on the following:

- Effort by Parks and Recreation to update the PROST Master Plan involving a Primary and Alternate representative from the Planning Commission to serve on the Stakeholder Committee.
- In the near future, the Planning Commission will use Apple iPads.

[24-547](#) Bicycle Standards

Attachments: [Staff Report](#)

Kelly Driscoll, Planning Manager, and John Firouzi, Transportation and Mobility Manager, reported on the following:

- Bicycle Standards

[24-563](#) Planning & Development Monthly Report - October 2024

Attachments: [Planning Development Monthly Report - October 2024](#)

Sarah Nurmela, Director of Planning & Development, reported on the following:

- Planning & Development Monthly Report – October 2024

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Commissioner Burns reported on the following:

- January 1, 2025 Planning Commission meeting cancelled.
- Next Planning Commission Meeting to be held on January 15, 2025 in new Council Chambers
- Town Council members to be sworn in on January 14, 2025

IX. ADJOURNMENT

Commissioner Booth moved to adjourn the December 18, 2024 Planning Commission Meeting. The motion, seconded by Commissioner Dreckman, carried with all voting in favor thereof.

Chair Burns adjourned the December 18, 2024 Planning Commission Meeting at 8:52 p.m.