

TOWN OF ERIE

*645 Holbrook Street
Erie, CO 80516*



Meeting Minutes

Wednesday, June 18, 2025

6:30 PM

In Person Meeting

To View Meeting Virtually on Zoom: <https://bit.ly/18June25PCMtg>
Council Chambers
To Sign Up for Public Comment: www.erieco.gov/PublicComment

Planning Commission

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

Chair Burns called June 18, 2025 Planning Commission Meeting to order at 6:31 p.m.

II. ROLL CALL

Roll Call:

Commissioner Booth - present
Commissioner Sawusch - present
Commissioner Dreckman – absent excused
Commissioner Braudes - present
Commissioner Baham - present
Vice Chair Hemphill - present
Chair Burns - present

A quorum was present.

III. APPROVAL OF THE AGENDA

Commissioner Braudes moved to approve the agenda of the June 18, 2025 Planning Commission Meeting. The motion, seconded by Commissioner Booth, carried with the following roll call vote:

Commissioner Booth - yes
Commissioner Sawusch - yes
Commissioner Braudes - yes
Commissioner Baham - yes
Vice Chair Hemphill - yes
Chair Burns - yes

Motion passes unanimously.

IV. APPROVAL OF MINUTES

[25-387](#)

Approval of the June 4, 2025 Planning Commission Meeting Minutes

Attachments: [June 4, 2025 Planning Commission Meeting Minutes](#)

Commissioner Booth moved to approve the minutes of the June 4, 2025 Planning Commission Meeting. The motion, seconded by Commissioner Braudes, carried with the following roll call vote:

Commissioner Booth - yes
Commissioner Sawusch - yes
Commissioner Braudes - yes
Commissioner Baham - yes
Vice Chair Hemphill - yes
Chair Burns - yes

Motion passes unanimously.

V. PUBLIC COMMENTS

Public comment was taken from the following:

Krista Points, Town of Erie resident, gave comment on the following:

- In support of the Affordable Housing program and its Expedited Review, especially as a way to help families experiencing Divorce and Single Parent Households having Single Incomes.
- Affordable Housing as a way to help people who serve the Community who have occupations like Educators, live in and be a part of the Erie Community.
- Affordable Housing creates Community Cohesion
- Current Housing Stock does not support the need for Affordable Housing in Erie, and its effect being displaced Families from the Community and family instability.

VI. GENERAL BUSINESS

[25-353](#)

Discussion of rescission of 017-2023 Expedited Review for Affordable Housing

Chair Burns announced Agenda Item 25-353: Discussion of rescission of 017-2023 Expedited Review for Affordable Housing.

Chair Burns gave a brief overview and background and shared some thoughts for Item 25-215: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Adopt an Ordinance Amending Chapters 6 and 7 of Title 10 of the Erie Municipal Code Removing Alternative Standards for Affordable Housing Projects. The overview and background included the direction given by the Town Council, the Planning Commission's lack of context when considering this item, and communication(s) with the Mayor. It also included the Council's expression of its hope to revise the Affordable Housing Ordinance language in order to be in compliance with the requirements of State Proposition 123 by the deadline in the year 2026. Chair Burns stated that the primary components of Ordinance 017-2023 are as follows:

- Definition of Alternative Standards such as an increase of up to 25% in maximum Residential Density, No Minimum Lot Sizes, up to a 25% reduction in required setbacks and lot widths, and the Potential for Alternative Equivalent Compliance requests.
- An allowance for an Expedited Review Process to include Administrative Site Plan Review.
- Definition of Affordable Housing projects and Area Median Income under the UDC.

Chair Burns then detailed his communication with the Mayor to include the expression of Town Council's concerns over the current Affordable Housing Program process and the Mayor's interest in the Town Survey regarding Affordable Housing. Chair Burns said that he expressed his concerns that included Rescission verses Revision.

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

Some questions/comments included the following:

- Income appropriate housing. Current housing costs and the salaries for certain occupations.
- Affordable Housing creates Community Cohesion.
- Commuters to work. Quality of Life and Community Safety.
- Meaning behind Town Surveys.
- Affordable Housing Program as its own process.

- Purpose of the Town's original Affordable Housing Ordinance.
- Area Median Income.
- Determining Complete Applications for Affordable Housing projects.
- UDC Amendments and the Planning Commission's authority.
- Trust in Staff performing Administrative Reviews.
- Frequency that Developers pursue Affordable Housing Projects within the Town. Quantity of Affordable Housing Applications.
- Taxes attained from Multi-use projects versus Single-Family projects.
- Possible flaws in the process of the Town's current Affordable Housing Program and any legal implications.
- Proposition 123 funding requirements and expected state guidance as it relates to the Town's process.
- 90-day review for approval process for applications filed having Affordable Housing. Current time-frame to complete Land Use Applications. Implications of the 90-day review period for projects having concurrent applications.
- Recommending the removal of Alternate Standards & Expedited Review Process for Affordable Housing Projects and its possible impact to meeting Affordable Housing goals and participation in Proposition 123. Recommending the removal of all the Alternative Standards versus removal of just the Expedited Review Process portion. Recommending full Removal versus Revision. Other Alternative/Replacement incentives compliant with Proposition 123.
- Administrative Reviews and any restrictions based on the size of developments.
- Expedited reviews saving time and money, helping the developer to successfully complete Affordable Housing Projects.
- Alternative Equivalent Compliance and its Authorization.
- Process to appeal decisions.
- Town's Affordable Housing program related to Metro District point system requirements.
- Possible scenarios for consideration of the Agenda Item 25-215 to include the potential for Conditions for recommending Approval.
- When, during the Towns Land Use Application process, that a Project could potentially be allowed to follow the Town's Affordable Housing Program process. Authority of the Director when considering a request for a Project to be allowed to follow the process of the Town's Affordable Housing program.
- Discussion expressing concern that the expedited permitting process could be used for any size development.
- Very large development could move forward all the way to TC meeting where final plat and easements would need to be accepted without earlier review by that body.
- If the development already has an affordability requirement due to the Metro District, can they use the expedited permitting process?

The Commission thanked staff its participation in the discussion.

VII. STAFF REPORTS

Chris LaRue, Principal Planner, reported on the following:

- Planning Commission Advanced Agenda template for review.
- Agenda for the next regularly scheduled Planning Commission meeting on July 2, 2025.

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Chair Burns reported on the following:

- Voting for Chair and Vice Chair at the July 2, 2025 Planning Commission Meeting
- Kelly Driscoll, Planning Manager, is expected back by the July 2, 2025 Planning Commission Meeting.

Commissioner Braudes reported on the following:

- He will be away for the Planning Commission meetings scheduled for August 20, 2025 and September 3, 2025.

IX. ADJOURNMENT

Commissioner Booth moved to adjourn the June 18, 2025 Planning Commission Meeting. The motion, seconded by Commissioner Baham, carried with all voting in favor thereof.

Chair Burns adjourned the June 18, 2025 Planning Commission Meeting at 8:50 p.m.