



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Agenda Planning Commission

Wednesday, June 18, 2025

6:30 PM

Council Chambers

In Person Meeting

To View Meeting Virtually on Zoom: <https://bit.ly/18June25PCMtg>

To Sign Up for Public Comment: www.erieco.gov/PublicComment

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

6:30 p.m.

II. ROLL CALL

III. APPROVAL OF THE AGENDA

IV. APPROVAL OF MINUTES

[25-387](#)

Approval of the June 4, 2025 Planning Commission Meeting Minutes

Attachments:

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

V. PUBLIC COMMENTS

6:35 p.m. - 6:45 p.m.

(This agenda item provides the public an opportunity to discuss items other than items that are on the agenda. The Planning Commission is not prepared to decide on matters brought up at this time, but if warranted, will place them on a future agenda.)

VI. GENERAL BUSINESS

[25-353](#)

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

6:45 p.m. - 7:30 p.m.

VII. STAFF REPORTS

7:30 p.m. - 7:40 p.m.

(This agenda item is reserved for specific items from Staff requiring Commission direction or just relaying important information.)

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

7:40 p.m. - 7:55 p.m.

(This agenda item is for all Planning Commission reports and items of information as well as Commission discussion items, not listed on the agenda.)

IX. ADJOURNMENT

7:55 p.m.



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Planning Commission

Board Meeting Date: 6/18/2025

File #: 25-387, **Version:** 1

SUBJECT:

Approval of the June 4, 2025 Planning Commission Meeting Minutes

DEPARTMENT: Planning & Development

PRESENTER(S): Doug Trettin, Secretary

TIME ESTIMATE: N/A

For time estimate: please put 0 for Consent items.

FISCAL SUMMARY:

N/A

POLICY ISSUES:

N/A

STAFF RECOMMENDATION:

Approval of the Meeting Minutes

SUMMARY/KEY POINTS

N/A

BACKGROUND OF SUBJECT MATTER:

N/A

TOWN COUNCIL PRIORITY(S) ADDRESSED:

- ☐ Attractive Community Amenities
- ☐ Engaged and Diverse Community
- ☐ Prosperous Economy
- ☐ Well-Maintained Transportation Infrastructure
- ☐ Small Town Feel
- ☐ Safe and Healthy Community
- ☒ Effective Governance
- ☐ Environmentally Sustainable

File #: 25-387, **Version:** 1

☐ Fiscally Responsible

ATTACHMENT(S):

June 4, 2025 Planning Commission Meeting Minutes

TOWN OF ERIE

*645 Holbrook Street
Erie, CO 80516*



Meeting Minutes

Wednesday, June 4, 2025

6:30 PM

In Person Meeting

To View Meeting Virtually on Zoom: <https://bit.ly/4June25PCMtg>
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 the June 4, 2025 Planning Commission Meeting to order at 6:33 p.m.

II. ROLL CALL

Roll Call:

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

A quorum was present.

III. APPROVAL OF THE AGENDA

Commissioner Booth moved to approve the agenda 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
Vice Chair Hemphill - yes
Chair Burns - yes

Motion passes unanimously.

IV. APPROVAL OF MINUTES

[25-330](#)

Approval of the May 7, 2025 Planning Commission Meeting Minutes

Attachments: [May 7, 2025 Planning Commission Meeting Minutes](#)

Commissioner Hemphill moved to approve the minutes of the May 7, 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
Vice Chair Hemphill - yes
Chair Burns - yes

Motion passes unanimously.

V. PUBLIC COMMENTS

No public comment was taken.

VI. GENERAL BUSINESS

[25-334](#)

PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the North Westerly Planned Development Zoning with conditions

Attachments: [Resolution P25-08](#)

[Staff Report](#)

[Staff Presentation](#)

[Applicant Presentation](#)

[North Westerly PD Zone Map](#)

[Applicant Materials_1](#)

[Applicant Materials_2](#)

[Applicant Materials_3](#)

[Applicant Materials_Links to Submittals](#)

[All Reviews in Central Square](#)

[1st Review Comments COMBINED](#)

[2nd Review Comments COMBINED](#)

[3rd Review Comments COMBINED](#)

[4th Review Comments COMBINED](#)

[5th Review Comments COMBINED](#)

[Neighborhood Meeting Summary](#)

[Public Hearing Notices](#)

Chair Burns announced Agenda Item 25-334: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the North Westerly Planned Development Zoning with conditions.

Chair Burns opened the Public Hearing at 6:37 p.m. and turned it over to staff.

Aly Burkhalter, Senior Planner, gave a presentation to the Commission on the agenda item.

Jim Henry and Ben Crenshaw, both with Southern Land Company, gave presentations to the Commission on the agenda item.

Chair Burns opened the Public Comment portion of the Public Hearing at 7:17 p.m. and asked if there was anyone in attendance to give comment on this agenda item.

Public comment was taken from the following:

Richard Schillawski, Weld County Resident, gave comment on the following:

- Concerns over Stormwater Drainage.

Wade Fott, Town of Erie Resident, gave comment on the following:

- In support, but has concerns over Stormwater Drainage.

James Bennett, a Town of Erie Resident, gave comment on the following:

- Concerns over Stormwater Drainage.

Chair Burns closed the Public Comment portion of Public Hearing at 7:28 p.m.

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

Some questions/comments included the following:

- Affordable Housing as it relates to the Project and Town Process(es).
- Diversity of Housing to include Multi-family.
- Stormwater management to include drainage and detention. Stormwater infrastructure and outfalls.
- Transportation, traffic, signalization, and traffic calming.
- Vehicular Ingress and Egress for the project and their effect on surrounding areas.
- Transit, public. RTD plans.
- Walkability & Bicycle Friendliness of the overall project. Underpass implications and construction considerations.
- Environmental concerns to include: Oil & Gas.
- Density measurement of the Uses for the overall project.
- Phasing of the overall Development with priority placed on Drainage improvements.
- Commercial Uses - amounts/square-footages, justification, and forecasts.
- Oil and Gas implications.
- Dimensional Standards to include Building Heights.
- Analysis of Utility Reporting and Utility Planning.
- Agreements, Annexation/Pre-development.
- Integration of Features unique to the Subject Property to include: The Irrigation Ditch.
- Implications to Stakeholders to include St. Vrain School District.
- Trail Connectivity.
- Area Schools, existing and proposed. Walkability & Bicycle Friendliness.
- Traffic implications and management.
- Subsidence concerns and implications of soil and groundwater conditions.
- The Planned Development's HOA implementation, leadership, jurisdiction, and responsibilities. Metro District considerations, jurisdiction, and responsibilities.
- Roadway Improvements to include existing and new.
- Naming of PD Areas/Zones.
- Appreciation given to the Applicant for a thoughtful presentation.

Chair Burns closed the Public Hearing at 8:37 p.m. and asked if there was a motion on the agenda item.

Commissioner Braudes moved to approve Agenda Item 25-334: A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the North Westerly Planned Development Zoning with conditions.

The motion, seconded by Vice Chair Hemphill, carried with the following roll call vote:

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

Motion passes unanimously.

[25-336](#)**PUBLIC HEARING:**

1. A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Mountain View Fire Rescue Station #15 Special Review Use;
2. A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Mountain View Fire Rescue Station #15 Site Plan

Attachments: [Staff Report](#)[Staff Presentation](#)[Applicant Presentation](#)[Proposed Site Plan](#)[Operations Plan](#)[Application and Narrative](#)[Additional Application Materials](#)[Additional Application Materials 2](#)[Neighborhood Meeting Summary](#)[DRT Comments](#)[Public Hearing Notice](#)[Resolution P25-09](#)[Resolution P25-10](#)

Chair Burns announced Agenda Item 25-336: 1) A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Mountain View Fire Rescue Station #15 Special Review Use. 2) A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Mountain View Fire Rescue Station #15 Site Plan.

Chair Burns opened the Public Hearing at 8:44 p.m. and turned it over to staff.

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

Jeffery Webb, Deputy Chief & Fire Marshall of Mountain View Fire, and Liz Pettit, with OZ Architecture, gave a presentation to the Commission on the agenda item. Chair Burns opened the Public Comment portion of the Public Hearing at 9:05 p.m. and asked if there was anyone in attendance to give comment on this agenda item.

Public comment was taken from the following:

Jim Westgardt, Town of Erie Resident & President of the Flat Iron Meadows HOA, gave comment on the following:

- Construction Traffic and Parking. Construction Staging.
- Crosswalk implications.
- Potential Nuisances and regulations involving Noise and Lights.
- Agreements with adjacent property.
- Flat Iron Meadow Filing 14 Subdivision involvement.

Chair Burns closed the Public Comment portion of Public Hearing at 9:12 p.m.

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

Some questions/comments included the following:

- Transportation, traffic, signalization, and traffic management/calming. Roadway Improvements.
- Crosswalk implications. Bus Stop considerations.
- Vehicular Ingress and Egress for the project and their effect on surrounding areas. Internal Traffic Flow.
- Parking. Amounts. Location.
- The PUD's HOA implementation, leadership, jurisdiction, and responsibilities. Metro District considerations, jurisdiction, and responsibilities.
- Potential Nuisances and regulations involving Noise and Lights.
- Visual impact and buffering.
- Hours and Manner of Operation and any equipment used. Average and peak activity. Service Area.
- Construction Traffic and Parking. Construction Staging.
- Learning from experience when developing the Station located at 50 Bonanza Dr.
- Implications of soil conditions.
- Non-combustible barrier, and features of product design.
- LUA procedures.
- Original Plat details related to the application; long standing expectations for a Fire Station.
- Appreciation given to the Applicant for a thoughtful presentation.

Chair Burns closed the Public Hearing at 9:40 p.m. and asked if there was a motion on the agenda item.

Commissioner Sawusch moved to approve Agenda Item 25-336: 1) A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Mountain View Fire Rescue Station #15 Special Review Use. The motion, seconded by Commissioner Braudes, carried with the following roll call vote:

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

Motion passes unanimously.

Commissioner Sawusch moved to approve Agenda Item 25-336: 2) A Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Mountain View Fire Rescue Station #15 Site Plan. The motion, seconded by Commissioner Braudes, carried with the following roll call vote:

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

Motion passes unanimously.

VII. STAFF REPORTS

Chris LaRue, Principal Planner, reported on the following:

- A General Business Agenda Item for the June 18, 2025 Planning Commission Meeting regarding a Study Session for Discussing the Continued Agenda Item numbered 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 Continued Affordable Housing Item 25-215 will be considered at the July 2, 2025 regularly scheduled Planning Commission Meeting.

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Chair Burns reported on the following:

- Encouraging fellow Commissioners to watch the recording of the March 4, 2025 Town Council Study Session in order to get a better context on the details of the direction of Town Council on Agenda Item 25-215.
- Reminding fellow Commissioner to review for acceptance, the Town's Anti-Harassment Policy.

Commissioner Sawusch reported on the following:

- Possibility of A Planning Commission Advanced Agenda.

IX. ADJOURNMENT

Commissioner Booth moved to adjourn the June 4, 2025 Planning Commission Meeting. The motion, seconded by Commissioner Sawusch, carried with all voting in favor thereof.

Chair Burns adjourned the June 4, 2025 Planning Commission Meeting at 9:53 p.m.



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Planning Commission

Board Meeting Date: 6/18/2025

File #: 25-353, **Version:** 1

SUBJECT:

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

DEPARTMENT: Planning and Development

PRESENTER(S): MJ Adams, AICP, Affordable Housing Manager,

TIME ESTIMATE: 45 minutes

FISCAL SUMMARY:

Cost as Recommended:	N/A
Balance Available:	N/A
Budget Line Item Number:	N/A
New Appropriation Required:	N/A

POLICY ISSUES:

The Town Council directed staff to remove the provisions adopted in Ordinance 017-2023 for expedited review and flexibility in development standards for affordable housing. Planning Commission will evaluate the proposed ordinance to implement this direction in order to make a recommendation to Town Council.

STAFF RECOMMENDATION:

n/a - for discussion only

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

In July 2023, the Town Council adopted an amendment to the Unified Development Code (UDC) allowing alternative standards for affordable housing and providing for administrative review and decision-making for eligible developments. Ordinance 017-2023 (sometimes called "fast track"/ "expedited permitting") allowed alternative standards for affordable housing affecting density, lot size, setbacks and alternative equivalent compliance opportunities. Additionally, the review process for eligible developments allowed projects to follow the administrative process for minor subdivisions

and site plan reviews.

In March 2025, Town Council directed staff to initiate the rescission of the provisions adopted as part of Ordinance 017-2023. Staff initiated this process and met with the Planning Commission on May 7 to seek a recommendation from the Commission as a required step in forwarding the amendment to Town Council. The Planning Commission expressed a desire to discuss the issue prior to offering a recommendation and requested that a study session with Town Council be scheduled. The request for the study session was forwarded to Town Council. The Town Council recommends that the Planning Commissioners review the study sessions where this issue was discussed. The Ordinance 017-2023 was discussed at the March 4 and April 15 study sessions of Town Council.

The Planning Commission intends to discuss the proposed ordinance that effectively rescinds Ordinance 017-2023 amendment and is scheduled to make a decision on the Planning Commissions' recommendation to Town Council on July 2.

COUNCIL PRIORITY(S) ADDRESSED:

- ✓ Engaged and Diverse Community
- ✓ Prosperous Economy
- ✓ Small Town Feel
- ✓ Safe and Healthy Community
- ✓ Effective Governance
- ✓ Environmentally Sustainable

ATTACHMENT(S):

none