



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Agenda Planning Commission

Wednesday, January 15, 2025

6:30 PM

Council Chambers

In Person Meeting

To View Meeting Virtually on Zoom: <https://bit.ly/15January25PCMtg>

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

[25-041](#) Approval of the Dec. 18, 2024 Planning Commission Meeting Minutes

Attachments: [Dec. 18, 2024 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

[25-042](#) Parking Management

Attachments: [Presentation](#)

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: 1/15/2025

File #: 25-041, **Version:** 1

SUBJECT:

Approval of the Dec. 18, 2024 Planning Commission Meeting Minutes

DEPARTMENT: Planning & Development

PRESENTER: Doug Trettin, Secretary

STAFF RECOMMENDATION:

Approval of the Meeting Minutes

SUMMARY AND BACKGROUND OF SUBJECT MATTER: N/A

ATTACHMENTS:

- Dec. 18, 2024 Planning Commission Meeting Minutes

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.



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Planning Commission

Board Meeting Date: 1/15/2025

File #: 25-042, **Version:** 1

SUBJECT:

Parking Management

DEPARTMENT: Public Works, Transportation

PRESENTER(S): John Firouzi, Transportation Division Manager

TIME ESTIMATE: 45 minutes

FISCAL SUMMARY: N/A

POLICY ISSUES: Informational item only.

STAFF RECOMMENDATION:

Informational item only.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Public Works staff will give a brief presentation on Parking Management, followed by discussion with the Planning Commission.

COUNCIL PRIORITY(S) ADDRESSED:

- ✓ Well-Maintained Transportation Infrastructure
- ✓ Small Town Feel
- ✓ Safe and Healthy Community
- ✓ Effective Governance
- ✓ Environmentally Sustainable
- ✓ Fiscally Responsible

ATTACHMENT:

1. Presentation



Parking Management

Strategic Framework

Jan. 15, 2025

Planning Commission Meeting



Current Conditions

- Municipal Code
 - Traditional Requirements (known as off-street parking min.)
 - Alt. Tools (PD) for parking maximum (e.g. can't exceed 125% req. parking)
 - Bike Parking (rack requirements)

- Engineering Standards
 - On-street public parking dimensions
 - Off-street lot dimensions

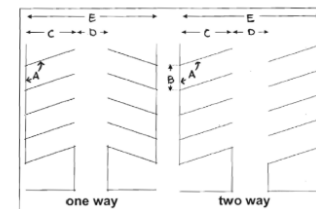
- Site / Economic Development
 - Specific to: Old Town, Schools, Retail, etc.

TABLE 6.6-1: OFF-STREET PARKING SCHEDULE A
 "du" = dwelling unit "sf" = gross square feet

USE CATEGORY	USE TYPE	OFF-STREET SPACES REQUIRED
Household Living Residential	Dwelling, Duplex	2 per du
	Dwelling, Live/Work	See Section 10-6-6 D.3
	Dwelling, Mobile Home	2 per du
	Dwelling, Multi-Family	1.5 spaces per efficiency, studio or 1-bedroom du; 2 spaces per du with 2 or more bedrooms, plus 1 guest space per 3 du's
	Dwelling, Single-Family	2 spaces per du, + 1 guest space per 3 du's
	Attached	
	Dwelling, Single-Family Detached	2 spaces per du
Group Living	Dormitory	1 per 1,000 sf
	Group Home, Residential	1 per 2 beds plus 1 per 100 sf of assembly area
	Group Home, Large	1 per 4 beds plus 1 per 300 sf of office area plus requirement for dwelling, if located in a du
	Group Home, Small	1 per 4 beds plus 1 per 300 sf of office area plus requirement for dwelling, if located in a du

TABLE 6.6-4: PARKING DIMENSIONS

Parking Angle	Curb Length	Stall Length	Aisle Width		Bay Width	
			One Way	Two Way	One Way	Two Way
A	B	C	D	D	E	E
90 degrees	9 feet 9.5 feet 10 feet	20 feet	24 feet	24 feet	64 feet	64 feet
60 degrees	10.5 feet	21 feet	18 feet	22 feet	60 feet	64 feet
45 degrees	13 feet	20 feet	13 feet	20 feet	53 feet	60 feet
30 degrees	18 feet	18 feet	12 feet	20 feet	46 feet	55 feet
0 degrees	23 feet	8 feet	12 feet	20 feet	20 feet	36 feet



What's Common Here?

- Reactive Parking Management (un-managed)
- Minimal or No Shared Parking
- “Free” assigns \$0 Value to Parking Space (asset value)
- Could be optimized, used to achieve Multimodal and Environmental and Economic Goals (Opportunity Cost)



Proposed Conditions



- Develop SOW for Economic Analysis of Parking Assets.
- Review Land-Use and Mobility Goals; Establish Goals for Managed Parking.
- Identify Efficiencies, Incentives, Thresholds for Parking Program (e.g. Paid Parking for increased Turnover in Strategic Zones).
- Embed Incentives and Guide Development, providing Choices (Carshare Space = X% Reduction in Parking).



Opportunity

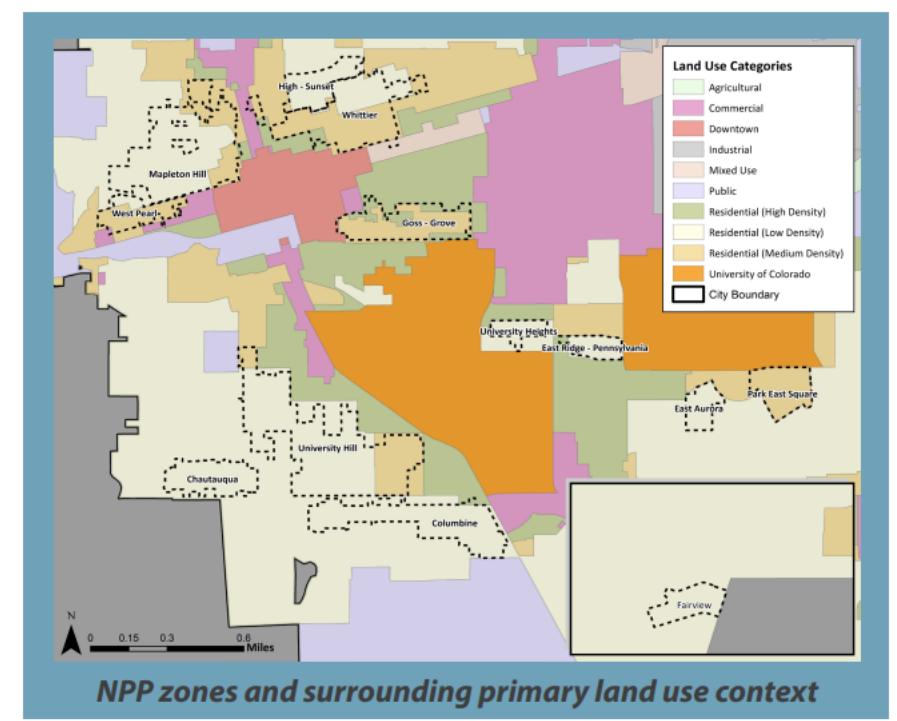
Scoping/Study (Boulder Ex.)

- Apply 2023-2024 Public Input from Comp Plan and TMP
- Incorp. Environmental, Economic, and other Town Strategic Plans
- Provide Planning Commission and Council with Menu of Options

Muni Code Update

- Translate Input / Guidance to Muni Codes (incl. Bike Parking)
- Define Proactive Parking Program Costs for Budgeting
- Strategic Parking Plan with Focus Areas associated with Growth

City of Boulder AMPS Implementation - Revitalizing Access in Boulder



CURRENT FACTORS IN TRAVEL CHOICES AND DECISION-MAKING

Exploring current factors in travel choices helps create a foundational understanding of how the Boulder community makes travel decisions.

The city is very active in the development and implementation of programs to influence travel decisions. The city has dedicated staff to develop and implement programs to support and encourage travel choice outside of a personal vehicle, such as the EcoPass Program. These initiatives have a high impact on the Boulder community's travel decisions and the percentage of people who use options other than a personal vehicle, as summarized here

Modal Split of All Trips	Have an EcoPass?	
	No	Yes
Personal Vehicle	42.5%	31.5%
Multiple-Occupancy Vehicle with Adults Only	14.6%	11.1%
Multiple-Occupancy Vehicle with Children	11.0%	7.6%
Bus (Transit), including School Bus	1.8%	7.4%
Bicycle	14.1%	18.7%
Foot	16.0%	23.7%



What Would be Common Here?

- Proactive Parking Management (managed, data-driven)
- Shared Parking Incentives
- Assigns Asset Value to Parking Spaces
- Provides “Dials” to quickly or slowly meet Goals using Muni Code.

STRATEGY N1: DATA-BASED DECISION-MAKING

Currently, the City has general guidelines around quantitative and qualitative metrics to be met prior to approving or expanding a new NPP zone, but these guidelines are not required or written into City ordinance. The only metric required by ordinance today is the requirement for 25 signatures from adult residents on a petition request. This strategy entails strengthening the metrics by which zones are created, expanded, and measured, both in practice and in regulations. This strategy also includes an option to expand the NPP to offer additional resources to transportation options, called a “Transportation Wallet”.

FEASIBILITY



KEY IMPLEMENTATION CHARACTERISTICS

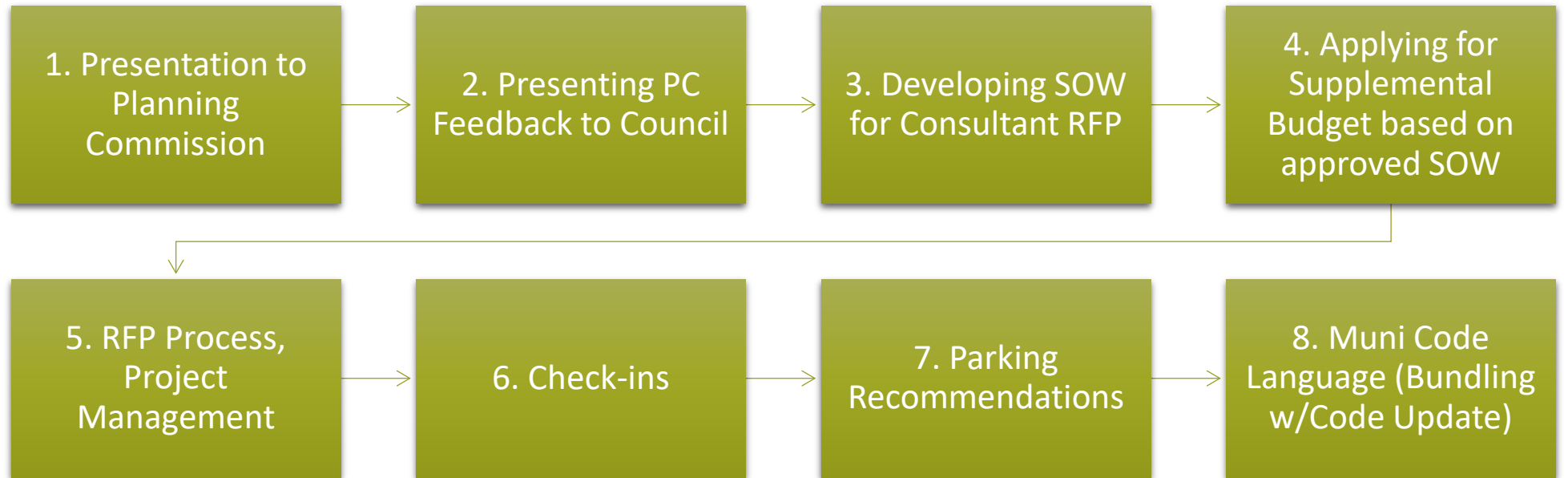
- **Update NPP Ordinance:** Update the NPP ordinance to require that new zones meet key metrics, such as surrounding and nearby land use characteristics, new demand and traffic generation, and parking supply and occupancy. Include a provision empowering staff to review and deny or approve petitions based on these metrics, and amend existing zones based on these metrics. Require that NPPs continue to be monitored based on performance on an annual basis and publish results in an annual report.
- **Conduct Public Outreach:** Conduct public outreach digitally and through targeted focus groups to discuss the changes and the reasons behind them.
- **Collect and Publish Data as Required:** When a petition is received, collect and publicly publish data related to the key metrics. If metrics are not met, deny the petition with a clear statement of the justification behind the denial

ADDITIONAL CONSIDERATIONS

- **Pilot Transportation Wallet Program, Including Surcharge:** Consider implementing a “transportation wallet” program on a pilot basis, that leverages permit funds beyond the full cost recovery of the program in that zone, and any funds from expansion of paid parking.
 - The wallet could include subsidies for transit use, bikeshare credits, and other mobility options and support.
 - The pilot should include before-and-after mode share and customer satisfaction surveys to determine project success and facilitate adjusting the program as necessary before full implementation.



Project Framework





John Firouzi
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