

**TOWN OF ERIE
PLANNING COMMISSION AGENDA ITEM
November 19, 2025**

SUBJECT: PUBLIC HEARING: SRU2025-00001; SP2025-00009
Resolutions of the Planning Commission Recommending Approval of a Site Plan and Special Review Use for the Erie Police Department Station Expansion with a Condition.

CODE REVIEW: Erie Municipal Code, Title 10

PURPOSE: Consideration of a proposal to expand the Erie Police Department Station with an approximate 17,000 square-foot addition and associated site improvements. This public hearing includes two applications – a Special Review Use to permit an expansion of the use and a Site Plan that details the development of the site and building addition.

DEPARTMENT: Planning and Development

PRESENTER: Harry Brennan, Senior Planner

STAFF RECOMMENDATION:
Special Review Use and Site Plan

Staff find the Erie Police Department (EPD) Station Expansion Special Review Use (SRU) and Site Plan applications comply with the Approval Criteria and recommend the Planning Commission make a recommendation of approval to Town Council, subject to the following condition:

- The applicant shall make all necessary technical corrections and update all application materials prior to the Town Council hearing as directed by Town staff.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Applicant: Erie Police Department (EPD)
1000 Telleen Avenue
Erie, CO 80516

Existing Conditions:

Zoning: Community Mixed-Use (CMU)

Property Size: 5.6 Acres

Existing Use: Public Safety Station (Police Station)

Future Land Use: Public Safety Station (Police Station)

Location Map:

The map below depicts the site (shaded red) and surrounding area:



Adjacent Land-Use/Zoning:

	ZONING	LAND USE
NORTH	Light Industrial (LI)	Light Industrial
SOUTH	Erie Town Center Planned Development (PD)	Undeveloped
EAST	Low Density Residential (LR)	Residential/Undeveloped
WEST	Medium Density Residential (MR)	Creekside Residential

Site History:

The Creekside Subdivision, approved in 2001, included the EPD station site as a platted lot. The Town approved the original development of the Police Station through a Site Plan and an SRU application in 2012, with approval in 2013. The Town completed construction of the Station in 2014. Since 2014, the EPD organization has expanded in concert with growth of the Erie community in both physical size and population. The EPD wishes to expand the existing facility to accommodate the growing EPD force & civilian staff.

Though the Town previously approved the SRU application in 2013, any significant expansion to the use and/or building requires an updated SRU and Site Plan approval from Town Council.

Future Required Applications:

If Town Council approves the Site Plan and SRU, the applicant may proceed to permitting and construction.

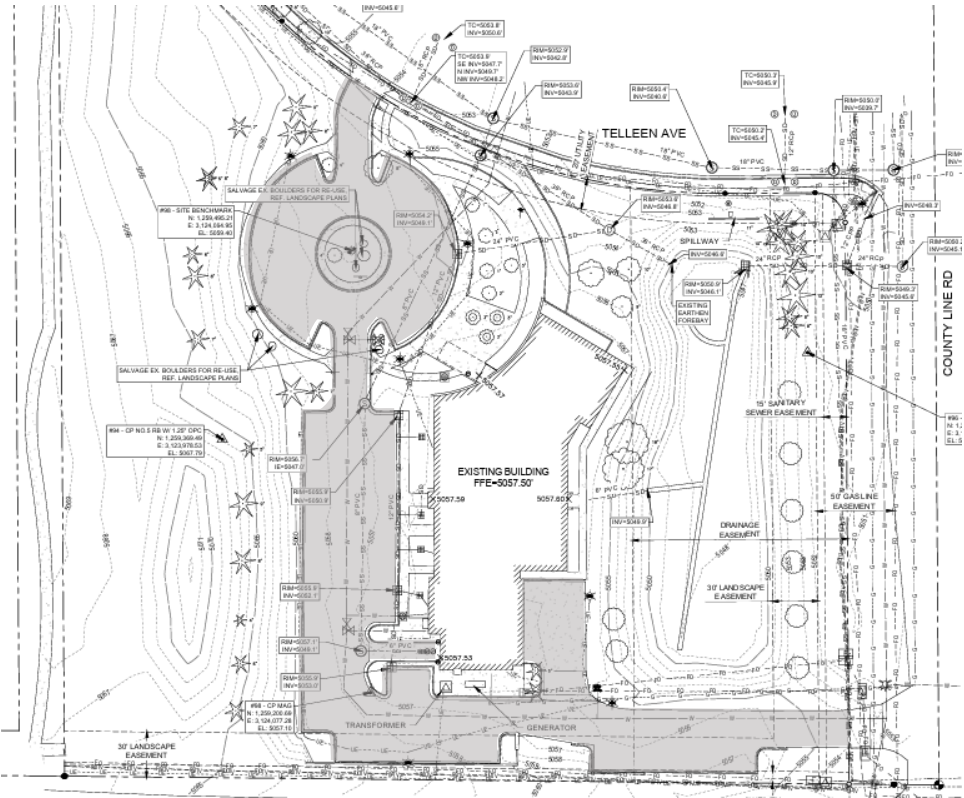
Proposal Overview:

The applicant proposes a new addition to the existing building and associated site improvements. The addition itself adds approximately 17,000 square feet of space in a two-story structure. The site circulation utilizes existing access points from Telleen Avenue and County Line Road. The Site Plan proposes no major changes to these access points, which will continue to offer general and public access from Telleen Avenue, and emergency/authorized vehicle access only from County Line Road.

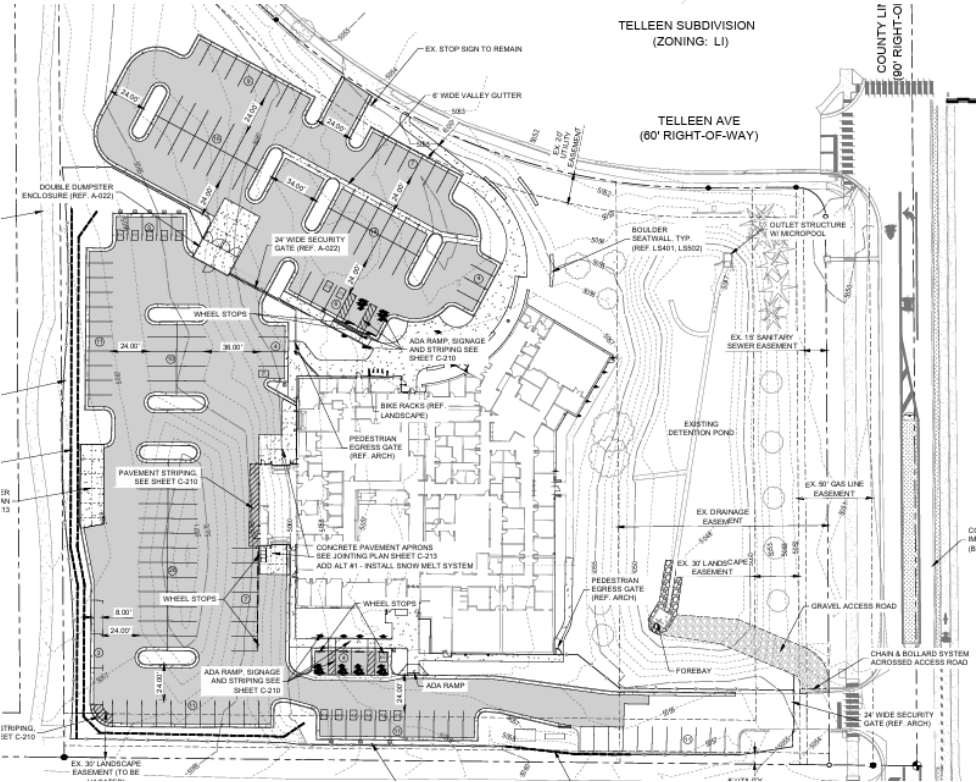
The proposed expansion includes a new gate added to the driveway leading into the site from County Line Road as well as a gate to separate public parking from officer and staff parking, both of which will enhance facility security. A new 6-foot perimeter fence will secure the new parking area between the two gates.

The building addition includes two stories to accommodate a vehicle “sallyport” (controlled access) along with new detainment space, offices, and a variety of new training and meeting rooms. The architecture of the addition is similar in form, color, and the material palette of the existing Police Station to promote compatibility.

EXISTING BUILDING AND SITE

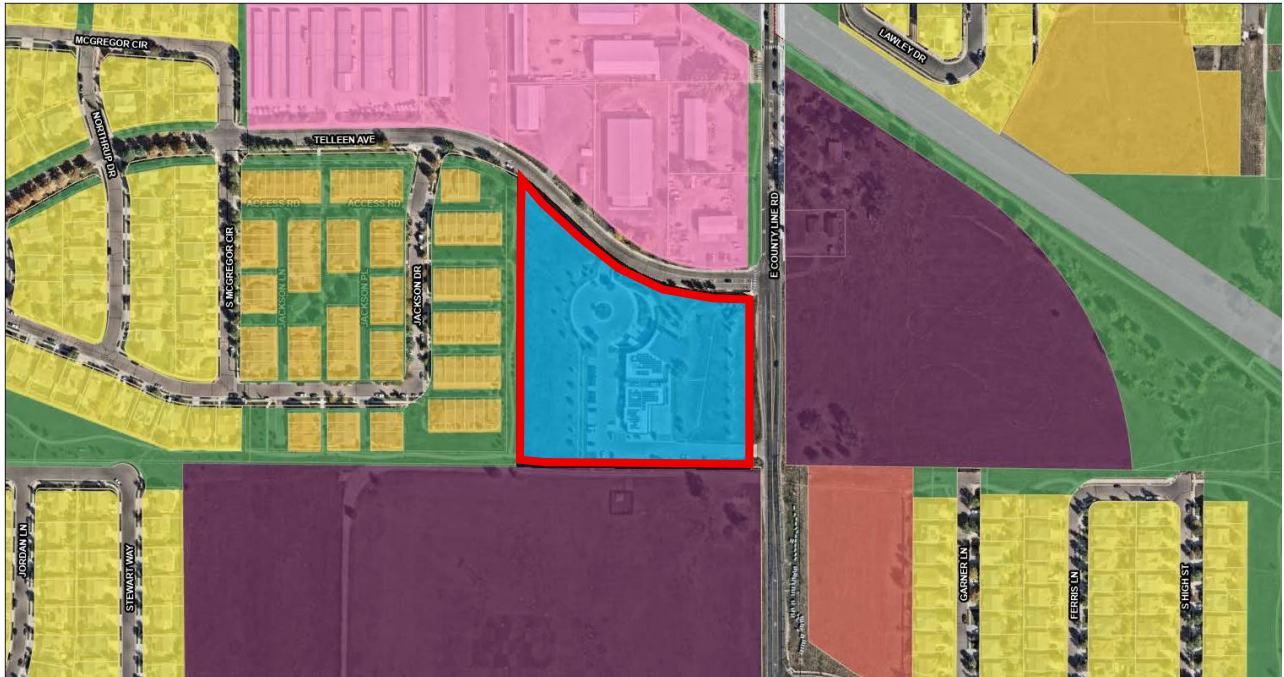


PROPOSED NEW BUILDING AND SITE



Compliance with Town of Erie Comprehensive Plan:

The Site Plan and SRU applications comply with the land use designations on the 2024 Comprehensive Plan Future Land Use Map. The Future Land Use Map designates this site as Public/Quasi-Public. The subject site is outlined in red on the Future Land Use map, below.



This application is fully consistent with the Comprehensive Plan in terms of the Public/Quasi-Public land use designation and the specific policy goals described below:

- **P.4.2 Continue to maintain and create public facilities at a high standard to ensure Erie meets the needs of current and future residents.**

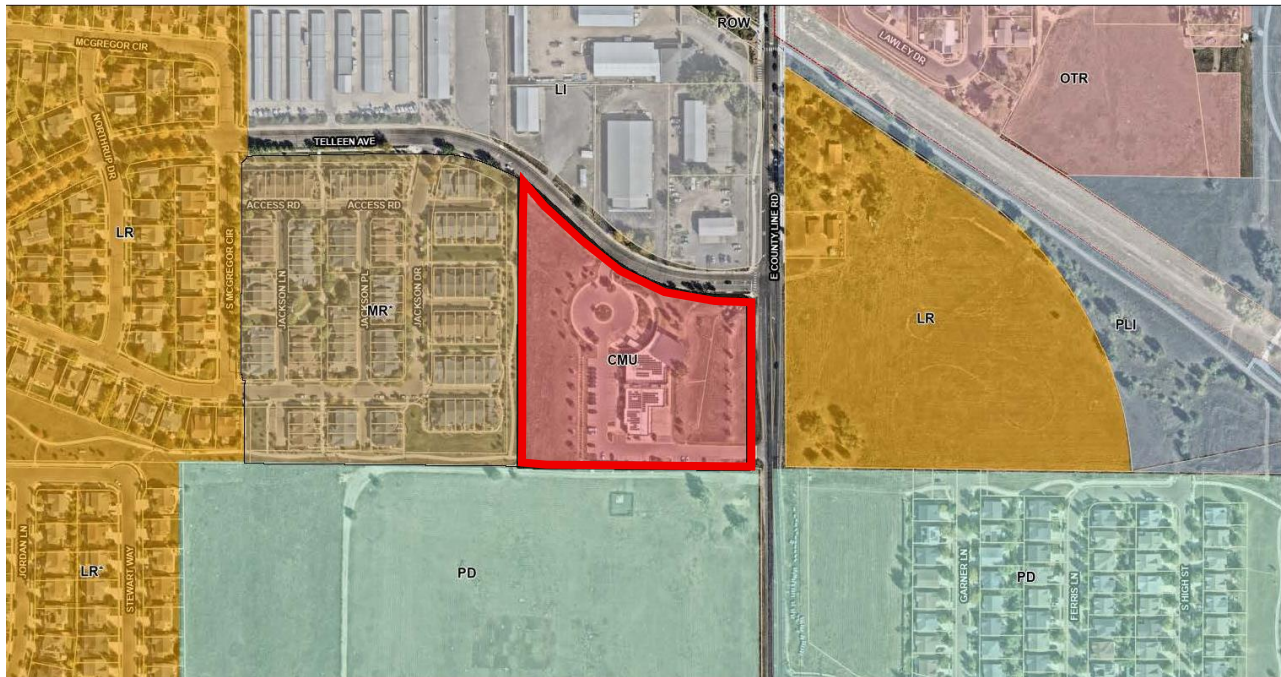
This expansion meets a critical need to enlarge the Police Station to meet the EPD's goals for future capabilities and a growing workforce.

- **L.2.4 Align with and update the Erie Police strategic five-year plan as needed.**

The EPD's five-year plan includes this expansion to create new office space to house their growing staff. The expansion also provides an opportunity to install numerous security and safety upgrades including a "sallyport" that will allow police vehicles to bring detainees and/or evidence into an enclosed garage for initial processing. The site improvements also provide secure fencing around the police vehicle/staff parking area.

Compliance with Town of Erie Zoning Map:

The subject property is zoned Community Mixed-Use (CMU). The property is outlined in red on the zoning map below. The CMU zone district allows a public safety station with a Special Review Use approval. The proposed project is consistent and complies with the land use table and the development standards in the UDC.



Architecture and Building Design:

The 17,000 square-foot addition is two stories and 33.5 feet in height, below the maximum of 45 feet allowed by zoning. The proposal also fits within the permitted setbacks.

The design of the addition is compatible with the existing building in terms of materials, colors, roof forms, and design details. The design utilizes textured concrete, wood paneling, exposed beams, and siding that are similar to the existing building.

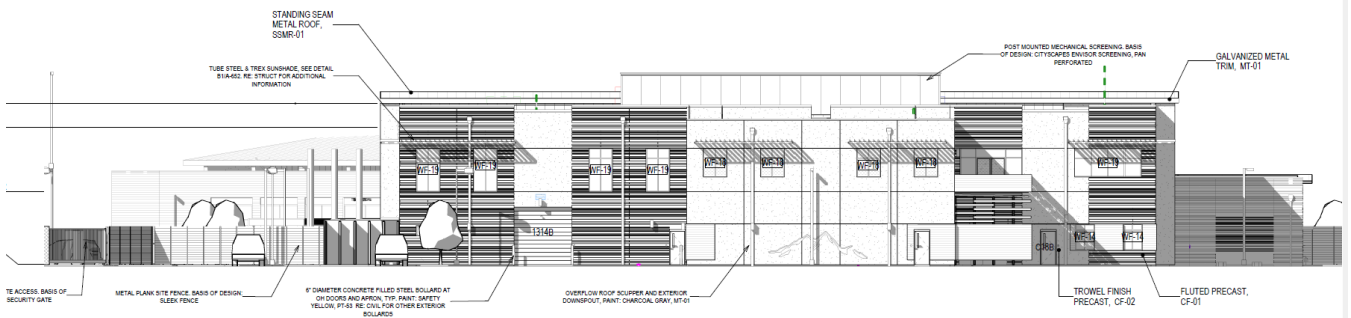
The two-story addition maximizes efficiency of the site, providing more space for surface parking and programmatic space. The flat roof form limits ensures the building height is minimized.

The trash enclosure and roof top HVAC equipment will be screened.

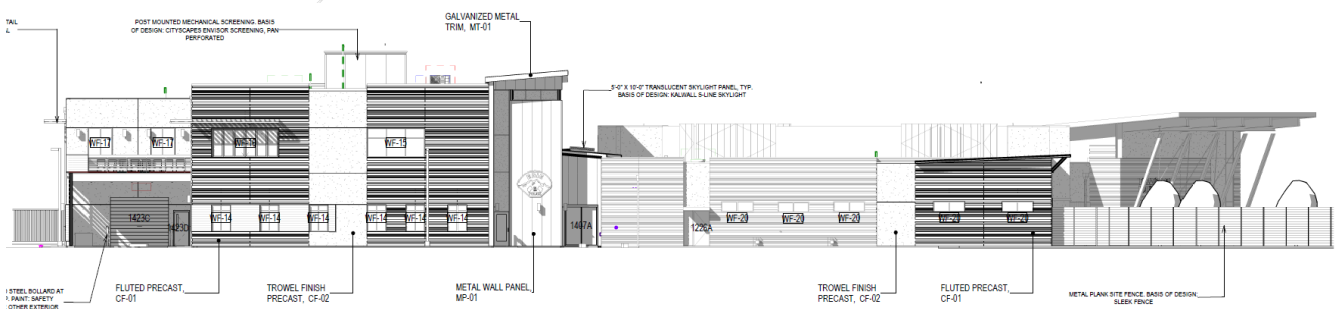
North Elevation



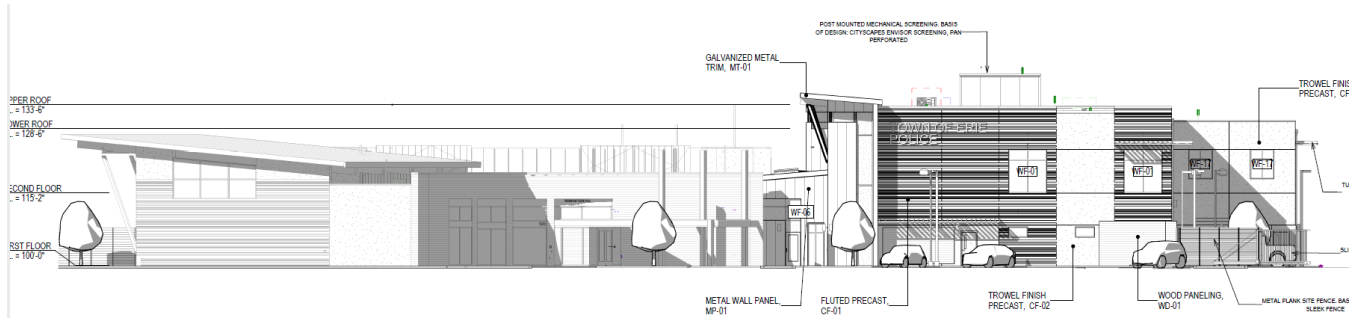
South Elevation



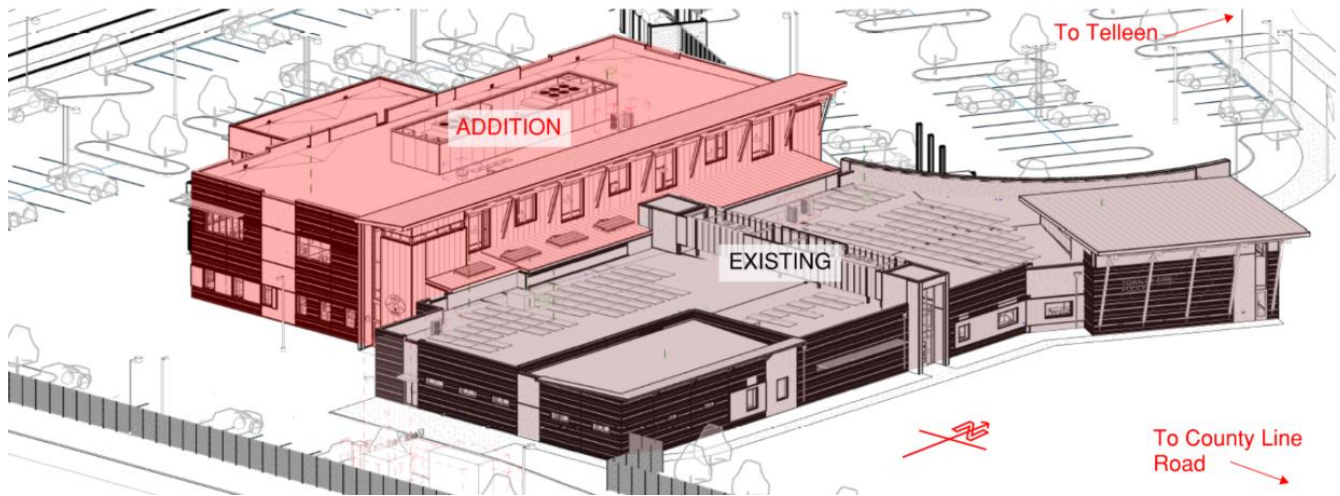
East Elevation



West Elevation



NEW ADDITION IN CONTEXT WITH EXISTING BUILDING



Landscaping and Site Design:

The new building addition and expanded parking area create more non-permeable surface. Though the proposal eliminates some landscaping areas, it still meets minimum landscape requirements. New retaining walls facilitate a site grade change and expanded parking areas on the west side. The existing on-site stormwater detention area will accommodate additional non-permeable space with minor improvements.

Access and Parking:

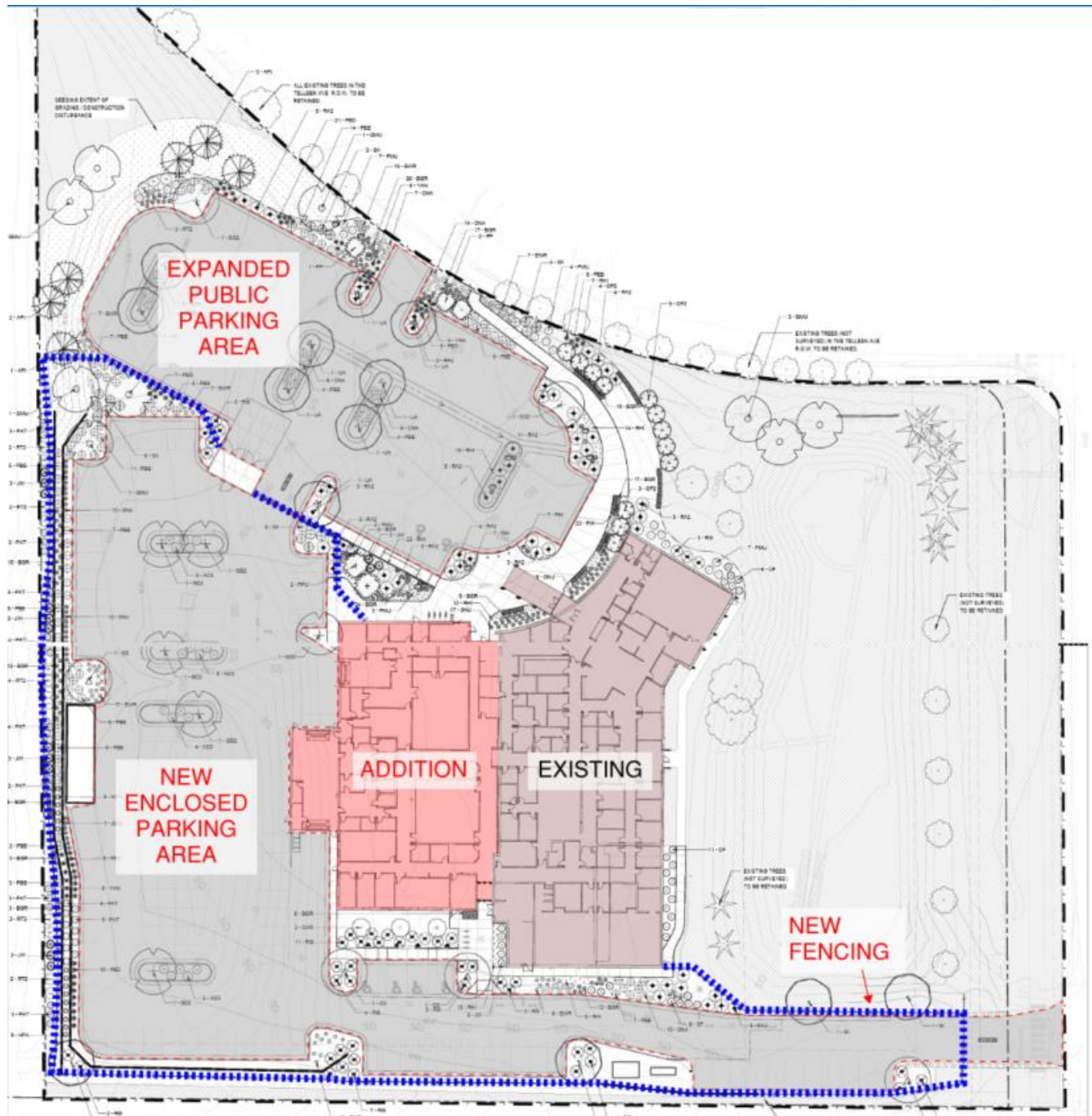
Staff reviewed the applicant's traffic impact study. The existing access points and street network can accommodate the expansion of the EPD facility. The facility will also benefit from the ongoing and future planned improvements to County Line Road.

The proposal maintains the existing public/general access point from Telleen Avenue and the authorized vehicle only access from County Line Road. The expanded public parking will eliminate the existing overflow condition of parking along Telleen Avenue. The gates and fencing that enclose the officer and staff parking are a necessary security upgrade that will help limit access and protect police equipment. The fence on the west side will not encroach into the spine trail corridor.

Utilities, Infrastructure, and Drainage:

Town engineering staff have no outstanding utility concerns. Additionally, the existing stormwater detention pond on the east side of the site can accommodate the storm runoff from the increased non-permeable surfaces.

PROPOSED DEVELOPMENT



STAFF REVIEW AND ANALYSIS

Staff finds the application is consistent with the Special Review Use approval criteria in the UDC, Section 10.7.11.C.2, as outlined below.

- a. The proposed use is generally consistent with the town's comprehensive plan and all applicable provisions of this UDC and applicable state and federal regulations;

Staff: The expanded EPD use is consistent with the goals of the Town's Comprehensive Plan and Future Land Use Plan, and all applicable provisions of the UDC, State, and federal regulations.

- b. The proposed use is generally consistent with the purpose and intent of the zoning district in which it is located;

Staff: The proposed use is allowed as a Special Review Use in the CMU zoning. This site has been in use as a police station for nearly a decade and staff find it is consistent with the intent of the zoning district.

- c. The proposed use is generally consistent with any applicable use-specific standards set forth in section [10-3-2](#);

Staff: N/A - the UDC does not contain any use-specific standards for public safety stations.

- d. The proposed use is compatible with adjacent uses in terms of scale, site design, and operating characteristics (hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts);

Staff: The EPD Station will create occasional noise impacts on surrounding neighbors, although use of sirens while exiting the site is infrequent. The Site layout, including the location of the trash enclosure, also limits the potential noise impacts to the Creekside community. On the whole, traffic impacts from a police station are much lower than what could be generated by other uses allowed in the CMU zoning. The design of the building ensures the building will continue to be an asset to the community.

- e. Any significant adverse impacts anticipated to result from the use will be mitigated or offset to the maximum extent reasonably practicable;

Staff: Adverse impacts to the surrounding properties will be mitigated to the extent feasible, with the building being concentrated in the center of the site, and parking, fence, and landscaping planned around the perimeter of the site.

- f. Facilities and services (including sewage and waste disposal, water, gas, election, police and fire protection, and streets and transportation, as applicable) will be available to serve the subject property while maintaining adequate levels of service for existing development;

Staff: As a site within an existing development, infrastructure and utilities exist and are available to serve this site/use.

- g. Adequate assurances of continuing maintenance have been provided; and

Staff: Staff have no concerns about continuing maintenance as the EPD is a government entity.

- h. Any significant adverse impacts on the natural environment will be mitigated to the maximum extent reasonably practicable.

Staff: *No significant adverse impacts on the natural environment are anticipated.*

Staff finds the application is consistent with the Site Plan approval criteria in the UDC, Section 10.7.10.F.2, as outlined below.

- a. The site plan is generally consistent with the town's comprehensive plan;

Staff: *Staff find the application is consistent with the Town's Comprehensive Plan, which identifies this site as public/quasi-public.*

- b. The site plan is generally consistent with any previously approved subdivision plat, or other land use approval;

Staff: *The site plan is consistent with the previously approved subdivision.*

- c. The site plan complies with all applicable development and design standards set forth in this UDC, including, but not limited to, the provisions in chapter 2, chapter 3, chapter 4, and chapter 6;

Staff: *Staff find the application is consistent with the design standards in the UDC for development in the CMU zone district.*

- d. Any significant adverse impacts reasonably anticipated to result from the use will be mitigated or offset to the maximum extent reasonably practicable; and

Staff: *The architecture and site design are intended to utilize high quality materials, and site arrangement will help minimize the impacts to the adjacent neighborhood to the extent feasible. Adverse impacts are also offset by the benefit to public safety.*

- e. The development proposed on the site plan and its general location is or will be compatible with the character of surrounding land uses.

Staff: *The proposed expansion is two stories in height, but well below the maximum height of 45 feet allowed in the CMU zoning. Staff find the use compatible with the surrounding area, in part because this is an existing use that has been at this location for many years.*

NEIGHBORHOOD MEETING

As required by the Municipal Code, a Neighborhood Meeting was held on July 24, 2025. The summary of the meeting is attached.

PUBLIC NOTICE

Notice of this Public Hearing has been provided as follows:

Published in the Colorado Hometown Weekly: 10/29/25

Property Posted: 10/31/25

Letters to adjacent property owners within 500': 10/31/25