

# **TOWN OF ERIE**

*645 Holbrook Street  
Erie, CO 80516*



## **Meeting Minutes**

**Wednesday, April 20, 2022**

**6:30 PM**

**In Person Meeting**

**Virtual Link for Viewing & Public Comment Only:**

**<https://bit.ly/20April2022PCMtg>**

## **Planning Commission**

**I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG**

Chair Zuniga called the April 20, 2022 Planning Commission Meeting to order at 6:30pm.

**II. ROLL CALL**

Roll Call:

Commissioner Luthi - present  
Commissioner Witt - present  
Commissioner Sawusch - present  
Commissioner Ames - present  
Commissioner Hoback - present  
Vice Chair Fraser - present  
Chair Zuniga - present

A quorum was present.

**III. APPROVAL OF THE AGENDA**

Commissioner Witt moved to approve the agenda of the April 20, 2022 Planning Commission Meeting. The motion, seconded by Commissioner Luthi, carried with the following roll call vote:

Commissioner Luthi - yes  
Commissioner Witt - yes  
Commissioner Sawusch - yes  
Commissioner Ames - yes  
Commissioner Hoback - yes  
Vice Chair Fraser - yes  
Chair Zuniga - yes

Motion passes unanimously.

**IV. APPROVAL OF MINUTES**

[22-144](#)

Approval of the March 16, 2022 Planning Commission Meeting Minutes

**Attachments:** [March 16, 2022 Planning Commission Meeting Minutes](#)

Commissioner Ames moved to approve the meeting minutes of the March 16, 2022 Planning Commission. The motion, seconded by Commissioner Witt, carried with the following roll call vote:

Commissioner Luthi - yes  
Commissioner Witt - yes  
Commissioner Sawusch - yes  
Commissioner Ames - yes  
Commissioner Hoback - yes  
Vice Chair Fraser - yes  
Chair Zuniga - yes

Motion passes unanimously.

**V. PUBLIC COMMENTS**

No public comments were taken.

## **VI. GENERAL BUSINESS**

[22-150](#)

PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Recommending that the Board of Trustees Approve the Summerfield Preliminary Plat with Conditions

**Attachments:**

- [1. Resolution P22-02](#)
- [2. Proposed Summerfield Preliminary Plat](#)
- [3. Staff Report](#)
- [4. Application and Narrative](#)
- [5. Other Applicant Materials 1 - Title Commitment, ALTA, Legal and Similar Documents](#)
- [6. Other Applicant Materials 2 - Reports](#)
- [7. Other Applicant Materials 3 - Engineering Plans](#)
- [8. Other Applicant Materials 4 - Landscape Plans and Other Exhibits](#)
- [9. Referral Comments - Part 1](#)
- [10. Referral Comments - Part 2](#)
- [11. Neighborhood Meeting Summary](#)
- [12. Notifications](#)
- [13. Summerfield Annexation Agreement](#)
- [14. Summerfield PD](#)

Chair Zuniga took this time to thank Commissioner Sawusch for his service on the Planning Commission for the last 2 years and congratulated him on his appointment to the Board of Trustees.

Commissioner Sawusch thanked town staff, his fellow Commissioners, as well as those who were in attendance at the meetings. At this time, Commissioner Sawusch recused himself from the remainder of the Planning Commission meeting as he will be hearing this agenda item as a member of the Board of Trustees.

Chair Zuniga opened the Public Hearing for Agenda Item #22-150/Resolution P22-02 regarding the Summerfield Preliminary Plat at 6:35pm.

Shannon Moeller, Senior Planner gave a presentation to the Commission regarding this agenda item. Mrs. Moeller noted that emailed public comments regarding this agenda item came in from Barbara Van Zuiden/Bill Sherman and was forwarded to the Commission earlier today.

Jon Lee, Community Development Group, (the owner of the property) provided background information regarding the property to the Commission.

Brad Dixon, Toll Brothers, the developer/builder of the property provided additional information about their company and the property to the Commission. Mr. Dixon also added that staff from Kimley-Horn as well as their landscaping team are in attendance.

At this time, Chair Zuniga opened up the meeting for public comment.

Jan Jones, 5969 County Road 5, spoke regarding her concerns about the water/ditch ways, the poisoning and removal of wildlife, traffic issues, she has lost her own animals, and is looking for some sort of resolution about getting water to her property.

Everett McCulley, Peakview Street just south of the Summerfield property, spoke regarding his concerns on oil & gas, traffic alignment, and would like copies of what's being proposed.

Kelly Turnquist, stated it would make more sense to get infrastructure in before building homes and figuring out the traffic on Highway 52. She is concerned about the traffic issues and hopes they can be situated prior to building.

Sharon, 5719 County Road 5, her main concerns are regarding the irrigation. The main ditch on Road 5 goes right in front of her property. Are they going to still put the output in front of her house or are they going to move it? She has traffic concerns at Highway 52 as well as the students that race up and down County Road 5.

Chair Zuniga brought it back to the Commission for questions and comments. Some questions/comments included the following:

- Annexation Agreement - Does the annexation agreement have to be renewed?
- Potential signal on Highway 52 - what stage of the development would this occur?
- Bringing the infrastructure to the property/costs passed on to the buyer
- What is the current plan for the County Roads?
- Is there a signal going in at Erie Parkway and County Road 7?
- As a property is developed, how do you treat laterals to service adjacent properties?
- What's the town require for product types in a certain size development? The town sets this precedent.
- 2015 Comp Plan Map - We're missing a lot of commercial opportunities being shown on the map. Why did we go that direction to where we've put single family detached closest to Hwy 52, eliminated all the commercial except for one plot, and pulling high density residential away from Hwy 52?
- The school location - is the Erie Gateway community relying on the first or second phase to be created for the building of the school?
- Where would the non-potable water be pulled from?
- Lyons Gaddis comments - were their water/ditch comments resolved?
- Agreements are in the timeline of the development
- Traffic isn't going to be perfect
- Irrigation: doesn't recall this much irrigation on a particular property.
- Concern with overcrowding the schools
- Schools - With discussions with SVVSD, did they indicate where these kids would go to school until the new school was built?
- RE: discussion on ponds - where is that at on the plans?
- Have homes been moved because of the location of the pond?
- Signalization/Lane changes - will this be addressed with the next phase of development?
- How about the community collector road?

- An exit on to County Road 5 with no signalization is problematic and dangerous
- Re: Infrastructure and water to the Erie Gateway Community - was there any other proposed route or was it always dependent upon Summerfield being done first?
- For the remaining Commissioners and the 4 incoming Commissioners - When the comp plan is addressed, we need to reconciling our map when the re-write happens.
- Echoes the sentiments of Commissioner Ames and Vice Chair Fraser
- Key point to remember is that the Commission is advisory - need to go the legislative bodies that are responsible (CDOT, State Representatives, Board of Trustees) to get action on state highway roads
- It's amazing to see how long it takes a project like this to get to this point
- The growth here is unbelievable
- Being vocal and having a voice in this process is important
- How will the roads align with Peakview Street?
- Culverting of the ditch - is it the entirety of that, that is being undergrounded or only where the construction is happening?
- Re: trails - the spine trail follows along with where the ditch is. Is this accurate?
- The trail didn't look like there was a connection to it - will there be a connection?
- Re: Mine subsidence - previously mines weren't on the record, is there a way to see if the site has been undermined?
- Age restricted housing - we're at the point where its needed - is this in perpetuity? If the demand is less do you ever take a 55+ housing and change it? Is there potential for this to change?
- At final plat, are you phasing the final plat or will it go in its entirety?

Chair Zuniga closed the Public Hearing for this agenda item at 8:09pm.

Commissioner Ames moved to approve Resolution P22-02 with conditions as noted. The motion, seconded by Vice Chair Fraser, carried with the following roll call vote:

Commissioner Luthi - yes  
Commissioner Witt - yes  
Commissioner Ames - yes  
Commissioner Hoback - yes  
Vice Chair Fraser - yes  
Chair Zuniga - yes

Motion carried unanimously.

## **VII. STAFF REPORTS**

[22-148](#)

Planning & Development Monthly Report

Attachments: [Planning & Development Monthly Report](#)

Deborah Bachelder provided some dates to the Commissioners and thanked the outgoing Commissioners for their effort and time and congratulated those that are moving on to the Board of Trustees as well as those that will be remaining on the Commission. This was an epic year for election season.

The Board of Trustees will be interviewing new Planning Commissioners on May 3, 2022. Appointments will be made on May 10, 2022. The next Planning Commission meeting is scheduled for May 4, 2022 but there is nothing on the agenda. Deborah will be out of town at the National Planning Conference in San Diego. Is it acceptable to cancel the next Planning Commission meeting? The next meeting will be on May 18, 2022 but there's nothing on that agenda at this time.

Chair Zuniga asked about the number of applicants for Planning Commission as she understood there were 9 applicants. Deborah noted that she had not been given an update from the Clerk's Office.

For the current members and for the Town Attorney, Austin Flanagan, the Board of Trustees will be holding a reception for all the Boards & Commission members for the new and existing members on May 26, 2022 at Masters Restaurant. Please keep an eye out for more information to come.

Deborah will be coordinating with the Clerk's Office on training opportunities for new members.

The Comp Plan comments will be going out with PDF instructions to the Commission. Please download the PDF on your computer, review it, and send back to Deborah.

Because we're new to being back in order, this was Shannon's first time to present to the Commission. A reminder regarding public comment, if we could have members of the audience come to the podium to get comments on the record.

Town Attorney Austin Flanagan stated that best practice moving forward is to close the public hearing once the Chair is ready to move on to Commissioner comments.

## **VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS**

Chair Zuniga thanked all the outgoing Commissioners for their service on the Planning Commission.

Vice Chair Fraser thanked, and appreciates, town staff and gave a thank you to his fellow Commissioners. He understands what it's like to be in this position, it's a thankless job, and he will miss his fellow Commissioners. He learned a lot from the process, appreciates it, and stated that at the end of the day you sit back and hope that you made a little dent in the process and you can be proud of that involvement. Thank you.

Commissioner Ames noted to the incoming Trustees and Commissioners to treat the town well. This job is a thankless job but we've got great staff, treat them right; they do a great job. He will miss this, its bittersweet but appreciates working with everyone during his time as a Commissioner.

Chair Zuniga offered her congratulations to the new board and provided reflections during her campaign. It was an intense 3 months, she put everything into it, but putting everything into it also means you're getting so much out of it. It was an amazing experience of meeting so many people and meeting groups and business owners. It amazes you so much in what's happening in Erie which

was fantastic. Her note to the new board is please take care of our current residents. We're always looking at the people that are going to be coming here and we're thinking about the needs of the people that don't quite exist yet. But please take care of our current residents because as all these changes are happening, it effects their lives.

## **IX. ADJOURNMENT**

Chair Zuniga adjourned the April 20, 2022 Planning Commission Meeting at 8:22pm.