



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Planning Commission

Wednesday, May 18, 2016

6:30 PM

Council Chambers

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

Chairman Bottenhorn called the Regular Meeting of the Erie Planning Commission to order at 6:30 p.m.

II. ROLL CALL

Commissioner Campbell - absent/excused
Commissioner Fraser – present
Commissioner Gippe – present
Commissioner Harrison – present
Commissioner Tracy – present
Commissioner Zuniga – present
Chairman Bottenhorn - present

Staff Present: Deborah Bachelder, Senior Planner; and Melinda Helmer, Secretary to the Commission

III. APPROVAL OF THE AGENDA

Action: Commissioner Fraser moved to approve the May 18, 2016 Regular Meeting Agenda as submitted. The motion, seconded by Commissioner Gippe, carried with all voting in favor thereof.

IV. APPROVAL OF MINUTES

[16-195](#)

Action: Commissioner Harrison moved to approve the May 18, 2016 minutes as submitted. The motion, seconded by Commissioner Gippe, carried with all voting in favor thereof.

V. ELECTION OF PLANNING COMMISSION CHAIR & VICE CHAIR

Election of Chair:

Action: Commissioner Gippe moved to nominate Commissioner Bottenhorn as Chair of the Erie Planning Commission. The nomination was seconded by Commissioner Harrison and carried with all voting in favor thereof.

Election of Vice Chair:

Action: Commissioner Gippe moved to nominate Commissioner Harrison as Vice Chair of the Erie Planning Commission. The nomination was seconded by Commissioner Fraser and carried with all voting in favor thereof.

VI. PUBLIC COMMENTS

None.

VII. RESOLUTIONS

None.

VIII. GENERAL BUSINESS

[16-194](#)

Deborah Bachelder, Senior Planner, gave a presentation and staff recommendations on the Erie Commons Filing No. 4 - Townhomes Sketch Plan. In addition, Jon Lee of Community Development Group of Erie, Inc., Don Ryan of Norris Design and Brian Mulqueen of Arsenault Holdings spoke with regards to this Sketch Plan.

The portion of Erie Commons Filing No. 4 that is currently proposed for development of 92 townhome units was previously platted for an expired Site Plan from 2006 that included 64 townhome and triplex units with a pocket park. The Sketch Plan Area is 6.75 acres.

The applicant proposes to keep the existing platted right of way for Ambrose Street; of which only a portion of the road has been constructed next to the Blue Mountain Montessori School located on Lot 1 of Block 6. The other lots and tracts available for development within this portion of the final plat will need to be replatted to accommodate the development proposal in the new Sketch Plan application.

The current Sketch Plan application is for 92 townhomes near the intersection of Erie Parkway and South Briggs Street. The Blue Mountain Montessori pre-school is an existing school facility that has room on its lot to expand in the future.

IX. STAFF REPORTS

Deborah Bachelder, Senior Planner welcomed the 2 new members of the Planning Commission and noted that the June 15, 2016 meeting will be one with the Town's Attorney, Mark Shapiro to go over policies and procedures. In addition, she reminded the Commission of the Town Fair this weekend.

X. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Chairman Bottenhorn welcomed Commissioner Tracy and Commissioner Zuniga to the Planning Commission and stated that each member would need to fill out the Oath of Office.

XI. ADJOURNMENT

Chairman Bottenhorn adjourned the May 18, 2016 Regular Meeting of the Erie Planning Commission at 8:01pm.