

# **TOWN OF ERIE**

*645 Holbrook Street  
Erie, CO 80516*



## **Meeting Minutes**

**Wednesday, April 18, 2018**

**6:30 PM**

**Council Chambers**

**Planning Commission**

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

Chairman Bottenhorn called the April 18, 2018 Planning Commission Meeting to order at 6:32pm.

**II. ROLL CALL**

Roll Call:

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

**III. APPROVAL OF THE AGENDA**

Commissioner Campbell moved to approve the Agenda of the April 18, 2018 Planning Commission Meeting. The motion, seconded by Commissioner Harrison, carried with all voting in favor thereof.

**IV. APPROVAL OF MINUTES**

[18-131](#) Approval of the March 7, 2018 Planning Commission Meeting Minutes

**Attachments:** [3-7-2018 PC Meeting Minutes](#)

Commissioner Campbell moved to approve the Meeting Minutes of the March 7, 2018 Planning Commission Meeting. The motion, seconded by Commissioner Harrison, carried with all voting in favor thereof.

**V. PUBLIC COMMENTS**

No public comments were taken.

**VI. RESOLUTIONS**

[18-136](#) PUBLIC HEARING: A Resolution Regarding The Minor Subdivision Plat Of Coal Creek Center 3RD Amendment, Adopting Certain Findings Of Fact And Conclusions Favorable To The Minor Subdivision Plat.

**Attachments:** [18-136 Coal Creek Center Minor Subdivision Staff Memo](#)

[18-136 Coal Creek Center Minor Subdivision Resolution](#)

[18-136 Coal Creek Center Minor Subdivision Application Materials](#)

[18-136 Coal Creek Center Minor Subdivision Neighborhood Meeting Summary](#)

Chairman Bottenhorn opened the Public Hearing for Resolution No. P18-06 at 6:34pm. This is a Resolution regarding the Minor Subdivision Plat of Coal Creek Center, 3rd Amendment.

Senior Planner Hannah Hippely presented the Resolution to the Commission. This is a resolution for the Minor Subdivision Plat of Coal Creek Center, 3rd Amendment. The location of the property is east of County Line Road; north of Austin Avenue; bounded by Lloyd Lane on the east. The plat proposes to split the existing lot into Lot 1A and Lot 1B. There is a condition of approval in the Resolution related to the finalization of the shared access easement. All public notice requirements have been met and staff is recommending approval of the application as recommended in the Resolution.

Chairman Bottenhorn turned to the Commission for any comments or questions of the applicants, Heath Irwin and Tim Uhrich, and of staff.  
There was only one question as to why the property was being subdivided.

Chairman Bottenhorn closed the Public Hearing for this Resolution at 6:36pm.

Commissioner Hedahl moved to approve Resolution P18-06. The motion, seconded by Commissioner Campbell, carried with all voting in favor thereof.

#### 18-137

PUBLIC HEARING: A Resolution Regarding The Dearmin Minor Subdivision Plat, Adopting Certain Findings Of Fact And Conclusions Favorable To The Minor Subdivision Plat.

**Attachments:** [18-137 Dearmin Minor Subdivision Staff Memo](#)  
[18-137 Dearmin Minor Subdivision Resolution](#)  
[18-137 Dearmin Minor Subdivision Application Materials](#)

Chairman Bottenhorn opened the Public Hearing for Resolution P18-07 at 6:37pm. This is a Resolution regarding the Dearmin Minor Subdivision Plat.

Senior Planner Hannah Hippely presented the Resolution to the Commission. The Dearmin Minor Subdivision is located north of and adjacent to Weld County Road 6 between County Road 5 and County Road 7. Currently, the property is unsubdivided land and the proposal simply creates a Tract and allows for the dedication of right-of-way adjacent to County Road 6. After the subdivision, the property will be labeled Tract A and the portion of land along County Road 6 would be dedicated to the Town. All public notice requirements have been met and staff is recommending approval of the Minor Subdivision Plat as outlined in the Resolution.

Commissioner Bottenhorn turned it over to the Commission for comments and questions of the applicants, Ryan Carlson and Heidi Majerik, and of staff.

Comments/questions were the following:

- the purpose of the plat
- future plan for this property
- access to the property/County Road 6

Staff noted there is a Type B Oil & Gas application for this tract.

Commissioner Fraser asked if future development proposals would fall under the UDC changes for Oil & Gas setbacks as its currently adopted. Staff confirmed that this would be the case.

Chairman Bottenhorn closed the Public Hearing for this Resolution at 6:42pm.

Commissioner Harrison moved to approve Resolution P18-07. The motion, seconded by Commissioner Campbell, carried with all voting in favor thereof.

## **VII. STAFF REPORTS**

Planning & Development Director Todd Bjerkaas noted that Commissioner Gippe was excused from tonight's meeting and as a reminder, his seat on the Commission is open since being elected to the Board of Trustees along with the other Commissioners' terms that have ended.

The Town Clerk's Office is accepting applications for those interested in serving on the Planning Commission. The newly elected members of the Board of Trustees will be sworn in on April 24, 2018. Soon after, the Board of Trustees will be reviewing submitted applications for the vacant Planning Commission seats.

The Planning Commission and Staff would like to congratulate Commissioner Bill Gippe.

Congratulations Bill!

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

There were no Commissioner reports.

## **IX. ADJOURNMENT**

Chairman Bottenhorn adjourned the April 18, 2018 Planning Commission Meeting at 6:44pm.