

# **TOWN OF ERIE**

*645 Holbrook Street  
Erie, CO 80516*



## **Meeting Minutes**

**Wednesday, April 15, 2020**

**6:30 PM**

**Council Chambers**

**Planning Commission**

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

\*The April 15, 2020 Planning Commission Meeting was held virtually through Zoom. Town Staff members, Deborah Bachelder, Audem Gonzales, Melinda Helmer and Michael Shippee were available on site at Town Hall for this meeting.\*

Chairman Bottenhorn called the April 15, 2020 Planning Commission Meeting to order at 6:32pm.

**II. ROLL CALL**

Roll Call:

Commissioner Witt - present  
Commissioner Fraser - present  
Commissioner Ames - present  
Commissioner Zuniga - present  
Commissioner Hedahl - present  
Vice Chairman Harrison - present  
Chairman Bottenhorn – present

**III. APPROVAL OF THE AGENDA**

Commissioner Zuniga moved to approve the Agenda of the April 15, 2020 Planning Commission Meeting. The motion was seconded by Commissioner Hedahl.

Chairman Bottenhorn called for a Roll Call Vote:

Commissioner Witt - Yes  
Commissioner Fraser - Yes  
Commissioner Ames - Yes  
Commissioner Zuniga - Yes  
Commissioner Hedahl - Yes  
Vice Chairman Harrison - Yes  
Chairman Bottenhorn – Yes

**IV. APPROVAL OF MINUTES**

[20-212](#)

Approval of the March 18, 2020 Planning Commission Meeting Minutes

Attachments: [3-18-2020 PC Meeting Minutes](#)

Commissioner Ames moved to approve the Meeting Minutes of the March 18, 2020 Planning Commission Meeting. The motion was seconded by Commissioner Hedahl.

Chairman Bottenhorn called for a Roll Call Vote:

Commissioner Witt - Yes  
Commissioner Fraser - Yes  
Commissioner Ames - Yes  
Commissioner Zuniga - Yes  
Commissioner Hedahl - Yes  
Vice Chairman Harrison - Yes

Chairman Bottenhorn – Yes

## **V. PUBLIC COMMENTS**

There were no public comments.

## **VI. GENERAL BUSINESS**

[20-211](#)

PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Recommending that the Board of Trustees Approve with Conditions the Parkdale P.U.D. Overlay Map, Amendment No. 2

**Attachments:** [PC Resolution P20-10](#)

[Staff Report](#)

[Existing Parkdale PUD Overlay Map](#)

[Proposed PUD document red lined](#)

[Proposed PUD document clean](#)

[Application and Narrative](#)

[Other Applicant Materials](#)

[Referral Agency Comments](#)

[Neighborhood Meeting Summary](#)

[Notifications](#)

Chairman Bottenhorn opened the Public Hearing for Agenda Item 20-211/Resolution P20-10 at 6:36 pm.

Audem Gonzales, Senior Planner, provided a presentation to the Commission on this agenda item.

The applicants, Chris Elliott of OEO, LLC and John Prestwich of PCS Group, were present for this meeting.

Following Mr. Gonzales' presentation, the applicant, John Prestwich, provided a presentation to the Commission with additional background information on this agenda item.

Chairman Bottenhorn asked if there were any calls in the que regarding Public Comment to which there were none.

Chairman Bottenhorn asked if there were any Public Comments received by email. There was one Public Comment received via email from Tom Doyle, 1579 Hayes Court, Erie, CO 80516. These comments were sent to the Commission for review.

Chairman Bottenhorn brought it back to the Commission for questions/comments.

Questions/comments included the following:

- Consistency with Town Center zoning or is this separate
- Approves of alley loaded and duplex product
- Alley loaded setbacks
- Discuss Mr. Doyle's solar installation proposal

- Number of units
- Collector road/connection points
- Recent amendments to PUD on this product type
- Will there be more flexibility for our code to accommodate this type of product
- Phasing/build out
- Open space/parks
- Good fit for the community
- Great product offered
- Green court configuration
- Regular architecture vs. enhanced architectural design
- Visually, what will the enhanced architecture look like?
- Traffic circle - doesn't align with the intersection
- Likes the access to spine trail
- Love the plan - new alley loaded product

Chairman Bottenhorn asked if there were any further questions or comments to which there were none.

Vice Chairman Harrison moved to approve Agenda Item #20-211/Resolution P20-10. The motion was seconded by Commissioner Zuniga.

**Roll Call Vote:**

Commissioner Witt - yes  
Commissioner Fraser - yes  
Commissioner Ames - yes  
Commissioner Zuniga - yes  
Commissioner Hedahl - yes  
Vice Chairman Harrison - yes  
Chairman Bottenhorn - yes

## **VII. STAFF REPORTS**

Deborah Bachelder, Planning Manager/Deputy Director of Planning & Development noted for those watching, the Town is currently seeking new members to fill the vacant Planning Commission seats. If you are interested, the application deadline is April 30, 2020. Mrs. Bachelder also wanted to acknowledge the dedication and great work of the outgoing Commissioners. Commissioner Tim Hedahl served on the Commission for 2 years; Commissioner Kelly Zuniga has served on the Commission for 4 years and she is seeking re-appointment; Vice Chairman Ari Harrison is leaving the Commission to join the Board of Trustees; and Chairman Eric Bottenhorn has served on the Commission for 12 years. The Town has been very fortunate to work with such competent, knowledgeable residents who have selflessly dedicated their time to the Commission. Thank you to each of you and best of luck to Trustee-Elect Harrison.

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

Vice Chairman Harrison thanked the Commission and staff for their support as he has learned a lot in his tenure on the Commission. He will be taking his knowledge to his new role as Trustee.

Commissioner Hedahl thanked staff and Commission Secretary, Melinda Helmer, for all of the support while he served on the Commission.

Chairman Bottenhorn thanked staff and the Commission for the support and all the great work that the Commission has accomplished. He feels fortunate to work with a great group of people.

## **IX. ADJOURNMENT**

Chairman Bottenhorn adjourned the April 15, 2020 Virtual Planning Commission Meeting at 7:19pm.