

# **TOWN OF ERIE**

*645 Holbrook Street  
Erie, CO 80516*



## **Meeting Minutes**

**Wednesday, April 3, 2019**

**6:30 PM**

**Council Chambers**

**Planning Commission**

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

Chairman Bottenhorn called the April 3, 2019 Planning Commission Meeting to order at 6:30pm.

**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 Witt moved to approve the agenda of the April 3, 2019 Planning Commission Meeting. The motion, seconded by Vice Chairman Harrison, carried with all voting in favor thereof.

**IV. APPROVAL OF MINUTES**

[19-180](#) Approval of the February 20, 2019 Planning Commission Meeting Minutes

Attachments: [2-20-2019 PC Meeting Minutes](#)

Vice Chairman Harrison moved to approve the Meeting Minutes of the February 20, 2019 Planning Commission Meeting. The motion, seconded by Commissioner Zuniga, carried with all voting in favor thereof.

**V. PUBLIC COMMENTS**

No public comments.

**VI. RESOLUTIONS**

[19-163](#)

PUBLIC HEARINGS:

1. Preliminary Plat

Resolution No. P19-03: A Resolution Of The Planning Commission Of Erie Recommending That The Board Of Trustees Approve The Main Street Subdivision Preliminary Plat With Conditions.

2. Site Plan

Resolution No. P19-04: A Resolution Of The Planning Commission Of The Town Of Erie Making Certain Findings Of Fact And Conclusions Favorable To The Site Plan For The Main Street Subdivision.

3. Special Review Use

Resolution No. 19-05: A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Special Review Use For An Accessory Dwelling Unit, At Block 1, Lot 2,

Main Street Subdivision.

4. Special Review Use

Resolution No. P19-06: A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Special Review Use For An Accessory Dwelling Unit, At Block 4, Lot 1, Main Street Subdivision.

5. Special Review Use

Resolution No. P19-07: A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Special Review Use For An Accessory Dwelling Unit, At Block 5, Lot 1, Main Street Subdivision.

6. Special Review Use

Resolution No. P19-08: A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Special Review Use For A Residential Assembly (HOA), At Block 3, Lot 5, Main Street Subdivision.

Consideration of a Preliminary Plat, Site Plan, and 4 Special Review Use land use applications for the Main Street Subdivision that includes 18 lots for 1 existing single family dwelling unit, 9 new single family dwelling units, 14 duplex dwelling units, 3 accessory dwelling units, a HOA facility and tracts on 4.68 acres.

**Attachments:** [a. Staff Memo](#)  
[b. Resolution No. P19-03](#)  
[c. Resolution No. P19-04](#)  
[d. Resolution No. P19-05](#)  
[e. Resolution No. P19-06](#)  
[f. Resolution No. P19-07](#)  
[g. Resolution No. P19-08](#)  
[h. Preliminary Plat](#)  
[i. Site Plan](#)  
[j. Special Review Documents](#)  
[k. Other Applicant Materials](#)  
[l. Referral Memo - CGS](#)

Chairman Bottenhorn opened the Public Hearing at 6:32pm.

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

The applicant, Tom Poppitz of Old Town Living, LLC provided additional history and background information to the Commission.

Comment was taken from the following residents:  
Donna Geithman, 355 Main Street

David Lotton, 365 Main Street  
Gwen Dickinson, 160 Lawley Drive  
Joseph Conway, 370 Holbrook Street

Topics of concern were:

- parking
- timing of the project
- re-paving of the street
- density of the property
- height of the buildings
- traffic/pollution
- alleyway width
- open space
- keeping with the character of Old Town

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

Commission discussion included the following topics:

- length of property
- alley loaded garages
- 2 story structure height average
- traffic
- infrastructure connection
- setbacks/lot size
- fee in lieu
- target type of renter/buyer
- construction concern (open trenches, etc.)
- density
- traffic
- lot south of development
- purpose of HOA /need
- vehicular access to community garden
- turn around at end of High Street
- neighborly communication
- project schedule
- water table concern
- anticipated start date/phasing
- anticipated/proposed rent costs

Vice Chairman Harrison moved to approve Resolution P19-03. The motion, seconded by Commissioner Witt, carried with all voting in favor thereof.

Commissioner Witt moved to approve Resolution P19-04. The motion, seconded by Commissioner Zuniga, carried with all voting in favor thereof.

Commissioner Fraser moved to approve Resolution P19-05. The motion, seconded by Commissioner Ames, carried with all voting in favor thereof.

Vice Chairman Harrison moved to approve Resolution P19-06. The motion, seconded by Commissioner Ames, carried with all voting in favor thereof.

Commissioner Ames moved to approve Resolution P19-07. The motion, seconded by Vice Chairman Harrison, carried with all voting in favor thereof.

Commissioner Zuniga moved to approve Resolution P19-08. The motion, seconded by Commissioner Witt, carried with all voting in favor thereof.

Chairman Bottenhorn closed the Public Hearing at 8:07pm.

Chairman Bottenhorn called for a brief recess at 8:07pm.

Chairman Bottenhorn reconvened the meeting at 8:13pm.

## **VII. GENERAL BUSINESS**

### 19-142

#### SPRING HILL SKETCH PLAN

The application proposes a total of 632 lots and 33 tracts as well as right of way, parks, and open space.

**Attachments:** [19-142 Staff Memo](#)

[19-142 Review Comments](#)

[19-142 Sketch Plan](#)

[19-142 Applicant Submittal](#)

Hannah Hippely, Senior Planner gave a presentation to the Commission on the Spring Hill Sketch Plan.

The applicant, John Prestwich of PCS Group provided additional history and background information to the Commission.

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

Some topics of discussion included:

- consistency with Morgan Hill
- Oil & Gas process
- high quality natural habitat
- agricultural designation
- ditch designation
- traffic flow
- density in the agricultural area
- density of housing
- Comprehensive Plan Amendment - Morgan Hill
- number of homes per section
- school district/K-8 or K-12
- adherence to Town requirements
- Comprehensive Plan modification
- lot width/transition
- townhomes/density against larger abutting lots
- encumbrances on the property
- importance/character of the property
- impact to the Comprehensive Plan

### 19-164

#### Review of the Erie Village Filing No. 5 Sketch Plan

Proposal to develop the property as residential/commercial with 32 single-family units, 38 multi-family (townhome) units, and 30,000 square

feet (2 buildings) of commercial development located west of East County Line Road and surrounded by C.W. Bixler Boulevard.

- Attachments:** [a. Staff Memo](#)  
[b. Staff & Agency Review Comments](#)  
[c. Sketch Plan Exhibits](#)  
[d. Applicant Materials](#)

Chris LaRue, Senior Planner presented the Erie Village Filing No. 5 Sketch Plan to the Commission.

The applicant, Jack Bestall, provided additional history and background information to the Commission.

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

Some topics of discussion included:

- well thought out
- centerpoint
- townhomes fronted on parking lot
- additional commercial
- number of units in a row/length
- structure height
- density
- traffic
- exiting opportunity
- transition
- open space/courtyard
- commercial (retail vs. office)
- road connectivity
- age restriction
- affordability
- adjusting location of some of the townhome buildings

## **VIII. STAFF REPORTS**

Deborah Bachelder, Planning Manager/Deputy Director of Planning & Development stated that there is something tentatively scheduled for the next Planning Commission meeting on April 17, 2019. Due to remodeling work in the Board Room and the AV Room, the meeting scheduled for May 1, 2019 has been canceled.

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

No Commissioner Reports.

## **X. ADJOURNMENT**

Chairman Bottenhorn adjourned the April 3, 2019 Planning Commission Meeting at 9:44pm.