

# **TOWN OF ERIE**

*645 Holbrook Street  
Erie, CO 80516*



## **Meeting Minutes**

**Wednesday, August 7, 2019**

**6:30 PM**

**Council Chambers**

**Planning Commission**

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

Chairman Bottenhorn called the August 7, 2019 Planning Commission Meeting to order at 6:30pm.

**II. ROLL CALL****Roll Call:**

Commissioner Witt - present  
Commissioner Fraser - present  
Commissioner Ames - absent/excused  
Commissioner Zuniga - present  
Commissioner Hedahl - present  
Vice Chairman Harrison - present  
Chairman Bottenhorn - present

**III. APPROVAL OF THE AGENDA**

Vice Chairman Harrison moved to approve the agenda of the August 7, 2019 Planning Commission Meeting. The motion, seconded by Commissioner Witt, carried with all voting in favor thereof.

**IV. APPROVAL OF MINUTES**

[19-321](#) Approval of the June 19, 2019 Planning Commission Meeting Minutes

**Attachments:** [6-19-2019 PC Meeting Minutes](#)

Commissioner Zuniga moved to approve the Meeting Minutes of the June 19, 2019 Planning Commission Meeting. The motion, seconded by Vice Chairman Harrison, carried with all voting in favor thereof.

[19-358](#) Approval of the July 17, 2019 Planning Commission Meeting Minutes

**Attachments:** [7-17-2019 PC Meeting Minutes](#)

Commissioner Witt moved to approve the Meeting Minutes of the July 17, 2019 Planning Commission Meeting. The motion, seconded by Commissioner Fraser, carried with all voting in favor thereof.

**V. PUBLIC COMMENTS**

No Public Comment.

**VI. PROCLAMATIONS AND PRESENTATIONS**

There are no proclamations/presentations scheduled.

**VII. RESOLUTIONS**

[19-318](#) PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Recommending that the Board of Trustees Approve with Conditions the Minor Subdivision for Vista Ridge Filing No. 14, 5th Amendment.

The property is located southeast of Ridge View Circle and Ridge View Drive. The land use application requested for consideration is a minor subdivision for Vista Ridge Filing No. 14, 5th Amendment, which includes three commercial lots on 7.31 acres.

**Attachments:** [a\) Staff Memo](#)  
[b\) Resolution P19-19](#)  
[c\) Vista Ridge Filing No. 14, 5th Amendment minor subdivision](#)  
[d\) Applicant Information](#)  
[e\) Referral Comments](#)

Chairman Bottenhorn opened the Public Hearing for Agenda Item 19-318 at 6:32pm.

Senior Planner, Chris LaRue gave a presentation to the Commission regarding this agenda item. The applicant was available for questions but had no additional information to provide.

No public comment was taken.

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

Some questions/comments included the following:

- occupying tenants
- expected type of use

The applicant's representative, Allan Lampert answered a question of the Commissioners.

Vice Chairman Harrison moved to approve Agenda Item 19-318 (Resolution P19-19). The motion, seconded by Commissioner Witt, carried with all voting in favor thereof.

#### [19-346](#)

#### PUBLIC HEARINGS:

##### 1.Special Review Use

Resolution P19-20: A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Special Review Use For A Mini Warehouse/Self Storage Facility

##### 2.Site Plan

Resolution P19-21: A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Site Plan For A Mini Warehouse/Self Storage And Office Facility

- Attachments:** [a. Staff Memo](#)  
[b. Resolution P19-20 \(Special Review Use\)](#)  
[c. Resolution P19-21 \(Site Plan\)](#)  
[d. Special Review Use/Site Plan Document](#)  
[e. Applications and Narrative](#)  
[f. Referral Agency Comments](#)  
[g. Other Applicant Materials](#)  
[h. Neighborhood Meeting Summary](#)

Chairman Bottenhorn opened the Public Hearing for Agenda Item 19-346 at 6:38pm.

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

The applicant, Brandon Greve with GYS Development LLC provided a presentation to the Commission with additional background information.

Public Comment was taken from the following person:

Phil Irwin, (Irwin Investments) adjacent property owner to the north, spoke regarding parking and fencing but is in favor of seeing a project in this location.

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

Some questions/comments included the following:

- right in/right out off County Line (access)
- parking around site
- success of the mix of uses in this area
- exceptions/setting precedent for the number of requests for parking
- comparable businesses with parking comparisons
- contingency plan for adjacent property owners
- drive connection to industrial buildings and adjacent property
- access to building
- security of building
- potential leasing of spaces
- code differentiation between zoning uses
- fire lane width requirement
- setback distance
- visual barrier/vegetation installation
- signage/projection
- signage loss of adjacent property owner
- temporary loading vehicles
- parking perimeters/overflow
- height of adjacent buildings
- commercial spaces
- Amazon locker/shipment vehicle
- view/elevation of building
- parking deviations/study
- compatibility

Arnold Niemeyer, Rick Engineering and the architect, Chris Aronson also

answered questions of the Commission.

Commissioner Fraser moved to approve Agenda Item 19-346 (Resolution P19-20 for the Special Review Use). The motion, seconded by Commissioner Witt, carried with all voting in favor thereof.

Commissioner Witt moved to approve Agenda Item 19-346 (Resolution P19-21 for the Site Plan). The motion, seconded by Vice Chairman Harrison, carried with all voting in favor thereof.

#### [19-349](#)

PUBLIC HEARING: A Resolution Of The Planning Commission Of The Town Of Erie Making Certain Finding of Fact and Conclusions Favorable to the Site Plan For Vista Ridge Filing No. 6, Lot 1.

The subject property is located at 2831 Bonanza Drive, which is northeast of Bonanza Drive and Commons Drive. This proposed site plan proposes developing the site as mini-storage with a care takers residence. In addition the site plan would provide 3,000 square feet of office use on the west side of the building facing along Bonanza Road.

Attachments: [a\) Staff Report](#)  
[b\) Resolution P19-25](#)  
[c\) Site Plan Exhibits](#)  
[d\) Applicant Information & Referral Comments](#)

Chairman Bottenhorn opened the Public Hearing for Agenda Item 19-349 at 7:45pm.

As additional information is still needed regarding concerns from the Engineering Department, staff is recommending this agenda item be postponed until the August 21, 2019 Planning Commission meeting.

Commissioner Zuniga moved to continue the Public Hearing for this agenda item until August 21, 2019. The motion, seconded by Commissioner Witt, carried with all voting in favor thereof.

### **VIII. GENERAL BUSINESS**

#### [19-322](#)

Review and comment of the Colliers Hill Filing No. 4G Sketch Plan

Proposal to develop the property with 201 residential single-family detached units located southwest of WCR 10 and WCR 5.

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

Senior Planner, Chris LaRue presented the Colliers Hill Filing No.4G Sketch Plan to the Commission.

Eva Mather, Norris Design provided a presentation with additional background information.

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

Some questions/comments included the following:

- diversity/affordable housing
- density of site
- demand for the product
- pedestrian openings/pass-throughs
- nice layout
- how other municipalities deal with housing diversity/requirements

#### **IX. STAFF REPORTS**

No Staff Reports.

Fred Starr, Director of Planning & Development updated the Commission on the Unified Development Code update. Fred would like the Commissioner's input on how they would like to see the updates and changes.

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

There are no Commissioner reports.

#### **XI. ADJOURNMENT**

Chairman Bottenhorn adjourned the August 7, 2019 Planning Commission Meeting at 8:16pm.