

TOWN OF ERIE

*645 Holbrook Street
Erie, CO 80516*



Meeting Minutes

Wednesday, November 20, 2019

6:30 PM

Council Chambers

Planning Commission

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

Chairman Bottenhorn called the November 20, 2019 Planning Commission Meeting to order at 6:30 pm.

II. ROLL CALL**Roll Call:**

Commissioner Witt: absent/excused
Commissioner Fraser: absent/excused
Commissioner Ames: present
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 November 20, 2019 Planning Commission Meeting. The motion, seconded by Commissioner Zuniga, carried with all voting in favor thereof.

IV. APPROVAL OF MINUTES

[19-562](#) Approval of the November 6, 2019 Planning Commission Meeting Minutes

Attachments: [11-6-2019 PC Meeting Minutes](#)

Commissioner Hedahl moved to approve the Minutes of the November 6, 2019 Planning Commission Meeting. The motion, seconded by Vice Chairman Harrison, carried with all voting in favor thereof.

V. PUBLIC COMMENTS

There were no Public Comments.

VI. RESOLUTIONS

[19-566](#) PUBLIC HEARING: Resolution P19-31 - A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Special Review Use For An Electrical Substation Facility

Attachments: [a. Staff Report](#)
[b. Resolution P19-31](#)
[c. Special Review Use/Site Plan Document](#)
[d. Application and Narrative](#)
[e. Review Comments](#)
[f. Other Applicant Materials](#)
[g. Notifications](#)
[h. Neighborhood Meeting Summary/Documentation](#)

Chairman Bottenhorn opened the Public Hearing for Agenda Item 19-566 & Agenda Item 19-567 (Resolution P19-31 & P19-32) at 6:33pm.

Senior Planner, Chris LaRue, gave a presentation to the Commission on this Agenda Item.

The applicant, Stephanie Wiedmeyer, gave a presentation to the Commission with additional background information.

Chairman Bottenhorn opened up this portion of the Public Hearing for Public Comments.

Public Comments were taken from the following people:

Ed Kosorok, 3923 County Road 6, Erie, CO 80516
Dee Trembath, 3376 Longview Road, Erie, CO 80516

Comments/concerns included the following:

- lack of return calls from United Power
- construction traffic
- speeding concerns
- traffic enforcement
- lighting concerns

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

Some questions/comments included the following:

- speeding
- construction traffic/routes
- lighting
- detention pond
- site drainage
- public meeting/radius notification
- proximity to development
- overhead/underground connections
- waterline location
- paving requirement
- traffic analysis
- orientation of commission lines
- designation/allowable uses in PLI
- permit application process/construction logistics plan
- erosion control/traffic control
- conditions of approval
- contact person for residents with concerns
- fire trucks/emergency vehicle access

- follow up and outreach with neighboring properties
- conditions to the Board on construction traffic

Vice Chairman Harrison moved to approve Agenda Item #19-566 (Resolution P-31). The motion, seconded by Commissioner Ames, carried with all voting in favor thereof.

Chairman Bottenhorm moved to approve Agenda Item #19-566 with a condition to require a construction traffic plan. The motion, seconded by Commissioner Ames, carried with all voting favor thereof.

19-567

PUBLIC HEARING: Resolution P19-32 - A Resolution Of The Planning Commission Of The Town Of Erie Recommending That The Board Of Trustees Approve A Site Plan For An Electrical Substation Facility

- Attachments:**
- [a. Staff Report](#)
 - [b. Resolution P19-32](#)
 - [c. Special Review Use/Site Plan Document](#)
 - [d. Application and narrative](#)
 - [e. Review Comments](#)
 - [f. Other Applicant Materials](#)
 - [g. Notifications](#)
 - [h. Neighborhood Meeting Summary/Documentation](#)

Commissioner Zuniga moved to approve Agenda Item #19-567 (Resolution P19-32). The motion, seconded by Vice Chairman Harrison, carried with all voting in favor thereof.

VII. STAFF REPORTS

Deborah Bachelder, Planning Manager/Deputy Director of Planning & Development, thanked the Commission for their attendance and participation in the DPZ process. More information will come as this project moves forward. In addition, code amendments will be made to enact the plan and recommendations.

There will be two Planning Commission Meetings in December both of which have agenda items.

The Nine Mile project is in process and is moving forward.

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Vice Chairman Harrison asked if the outcomes of the charrette will come before the Commission and/or the Board of Trustees; and what the priorities will be moving forward.

Notifications and mailings of the charrette was excellent and the Commission felt that it was well advertised and attended.

Chairman Bottenhorm wanted to thank staff, especially Deborah, for all the hardwork put into the planning process of the DPZ event.

IX. ADJOURNMENT

Chairman Bottenhorn adjourned the November 20, 2019 Planning Commission Meeting at 7:27pm.