

TOWN OF ERIE

*645 Holbrook Street
Erie, CO 80516*



Meeting Minutes

Wednesday, May 20, 2020

6:30 PM

VIRTUAL MEETING TO BE HELD VIA ZOOM APP

Council Chambers

Planning Commission

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

The May 20, 2020 Planning Commission Meeting was held virtually through Zoom.

Commissioner Witt called the May 20, 2020 Planning Commission Meeting to order at 6:31pm and asked for attendees to recite the Pledge of Allegiance.

II. ROLL CALL

Commissioner Witt asked for a Roll Call:

Roll Call:

Commissioner Fraser - present
Commissioner Ames - present
Commissioner Zuniga - present
Commissioner Witt - present

Quorum is present.

III. APPROVAL OF THE AGENDA

Commissioner Ames moved to approve the agenda of the May 20, 2020 Planning Commission Meeting. The motion, seconded by Commissioner Zuniga, carried with the following roll call vote:

Commissioner Witt - yes
Commissioner Fraser - yes
Commissioner Ames - yes
Commissioner Zuniga - yes

IV. APPROVAL OF MINUTES

[20-279](#)

Approval of the April 15, 2020 Planning Commission Meeting Minutes

Attachments: [4-15-2020 PC Meeting Minutes](#)

Commissioner Fraser moved to approve the meeting minutes of the April 15, 2020 Planning Commission Meeting. The motion, seconded by Commissioner Ames, carried with the following roll call vote:

Commissioner Witt - yes
Commissioner Fraser - yes
Commissioner Ames - yes
Commissioner Zuniga - yes

V. PUBLIC COMMENTS

Commissioner Witt asked Deborah Bachelder, Planning Manager/Deputy Director of Planning & Development, if there were any emailed Public Comments in for the Commission to review. Mrs. Bachelder stated that there were none.

Commissioner Witt asked Melinda Helmer, Secretary to the Commission, if there were any calls in the waiting room for Public Comment. Ms. Helmer state that there were none.

No Public Comments were taken.

VI. GENERAL BUSINESS

[20-185](#)

Appointment of Chair & Vice Chair of the Planning Commission

Commissioner Witt introduced Agenda Item #20-185: Appointment of a Chair & Vice-Chair of the Planning Commission.

Commissioner Witt asked if there was a nomination for Planning Commission Chair.

Commissioner Ames moved to appoint Commissioner Zuniga as Planning Commission Chair. The motion, seconded by Commissioner Witt, carried with the following roll call vote:

Commissioner Witt - yes
Commissioner Fraser - yes
Commissioner Ames - yes
Commissioner Zuniga - yes

Commissioner Witt asked if there was a nomination for Planning Commission Vice-Chair.

Commissioner Zuniga moved to appoint Commissioner Fraser as Planning Commission Vice Chair. The motion, seconded by Commissioner Ames, carried with the following roll call vote:

Commissioner Witt - yes
Commissioner Fraser - yes
Commissioner Ames - yes
Commissioner Zuniga - yes

Commissioner Witt turned the Planning Commission Meeting over to Chair Zuniga at this time

[20-256](#)

PUBLIC HEARING: A Resolution Regarding the Westerly Zoning Map, Rezoning, Adopting Certain Findings of Fact and Conclusions Favorable to the Rezoning.

Attachments: [Resolution](#)
[Zoning Map](#)
[Staff Memo](#)
[Application Materials](#)
[Referral Comments](#)
[Neighborhood Meeting](#)
[Notice](#)

Chair Zuniga opened the Public Hearing for Agenda Item 20-256/Resolution P20-11 at 6:36 pm.

Hannah Hippely, Senior Planner, provided a presentation to the Commission on

this agenda item.

The applicant, Heidi Majerik of Southern Land Company and the applicant's representative, John Prestwich of PCS Group, were present for this meeting.

Following Ms. Hippely's presentation, the applicant's representative, John Prestwich, provided a presentation to the Commission with additional background information on this agenda item.

Chair Zuniga asked if there were any Public Comments emailed or waiting in the que regarding the agenda item, to which there were none.

Chair Zuniga brought it back to the Commission for questions/comments.

Questions/comments included the following:

- This is a clear, concise plan and the change makes sense
- Good connection of trails and open space

Chair Zuniga asked if there were any other comments or a motion on this agenda item.

Commissioner Witt moved to approve Agenda Item #20-256/Resolution P20-11. The motion, seconded by Commissioner Ames, carried with the following roll call vote:

- Commissioner Witt - yes
- Vice Chairman Fraser - yes
- Commissioner Ames - yes
- Chair Zuniga - yes

VII. STAFF REPORTS

Deborah Bachelder, Planning Manager/Deputy Director of Planning & Development noted that Planning Commissioner interviews had taken place the night before with the Board of Trustees. Chair Zuniga had been temporarily appointed for 6 months until the Board of Trustees can make appointments for the vacant seats. Chair Zuniga has submitted an application expressing interest in re-appointment and had participated in the interviews. Seven applicants were interviewed for the 4 vacant seats. The Board of Trustees will announce the new Planning Commissioners at their next board meeting. Mrs. Bachelder noted that Town Hall was now open to the public with restrictions including 6ft. social distancing and wearing masks while in the building. Staff is encouraging that the public make appointments prior to coming to Town Hall.

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Chair Zuniga announced on a personal note that she has officially adopted her baby girl.

Congratulations to Chair Zuniga!

IX. ADJOURNMENT

Chair Zuniga asked if there was a motion to adjourn the May 20, 2020 Planning Commission Meeting.

Commissioner Witt moved to adjourn the May 20, 2020 Planning Commission Meeting. The motion, seconded by Commissioner Ames, carried with all voting

in favor thereof.

Chair Zuniga adjourned the meeting at 6:59pm.