

TOWN OF ERIE

*645 Holbrook Street
Erie, CO 80516*



Meeting Minutes

Wednesday, September 15, 2021

6:30 PM

via Virtual Meeting

**<https://bit.ly/15Sep2021PCMtg>
Council Chambers**

Planning Commission

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

Chair Zuniga called the September 15, 2021 Planning Commission Meeting to order at 6:31pm.

II. ROLL CALL**Roll Call:**

Commissioner Sawusch - present
Commissioner Luthi - present
Commissioner Hoback - present
Commissioner Witt - present
Commissioner Ames - absent/excused
Vice Chair Fraser - present
Chair Zuniga - present

III. APPROVAL OF THE AGENDA

Commissioner Witt moved the approve the agenda of the September 15, 2021 Planning Commission Meeting. The motion, seconded by Commissioner Luthi, carried with the following roll call vote:

Commissioner Sawusch - yes
Commissioner Luthi - yes
Commissioner Hoback - yes
Commissioner Witt - yes
Vice Chair Fraser - yes
Chair Zuniga - yes

IV. APPROVAL OF MINUTES

[21-392](#)

Approval of the September 1, 2021 Planning Commission Meeting Minutes

Attachments: [September 1, 2021 Planning Commission Meeting Minutes](#)

Commissioner Witt moved to approve the meeting minutes of the September 1, 2021. The motion, seconded by Commissioner Hoback, carried with the following roll call vote:

Commissioner Sawusch - yes
Commissioner Luthi - yes
Commissioner Hoback - yes
Commissioner Witt - yes
Vice Chair Fraser - yes
Chair Zuniga - yes

V. PUBLIC COMMENTS

No public comments were taken.

VI. GENERAL BUSINESS

[21-389](#)

Presentation of Land Development Process Metrics and Tracking

Attachments: [BOT Cover Memo](#)
[Metrics and Tracking Presentation](#)

Audem Gonzales, Senior Planner presented the Process Metrics and Tracking to the Commission.

Mr. Gonzales noted that Town Engineer, David Pasic is in attendance and will be assisting with the presentation.

After Mr. Gonzales' and Mr. Pasic's presentation, Chair Zuniga brought it back to the Commission for questions/comments.

Some questions/comments included the following:

- Have you reached out to other towns (Parker/Castle Rock) on what software they use?
- Other than the data, can you have people fill out the questionnaires to find out where else we can improve?
- This is a good show. Thank you.
- Kudos - familiar with the solve process - looks great!
- Looking forward to new sets of data
- Well done - its important to be able to communicate with applicants and define the process
- Used the data well to improve where you can
- Good job!
- (Commissioner) did a survey of individuals/developers in town - the amount of time was a big issue
- The results you're finding is exceptional. To see the adjustment and process set up work for you is great
- Have you started thinking about how long it takes from the commercial side/developments, and for a resident doing work at their home? Additions, etc.
- It's been noted that this process needed to be addressed and staff's findings is what we have been hearing
- So glad that staff has looked into this and how we can improve on the process
- Have you heard any recent feedback from developers?
- How has the process been received by developers?
- Louisville has basic key indicators - maybe you can use what they have as a baseline.
- Can we see how long it takes them (Louisville) to move applications through?
- Great job!
- Fantastic improvement for the Town of Erie!
- Hopefully this helps out the staff as well
- Can this be an opportunity to get a student/intern from the university to assist?
- Look forward to seeing this process as it progresses

[21-387](#)

PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Recommending that the Board of Trustees Approve a Special Review Use for a Carwash located on Lot 5, Vista Ridge Filing No. 6, 2nd Amendment

Attachments: [PC Resolution No. P21-14](#)
[Proposed Site Plan](#)
[Staff Report](#)
[Application and Narrative](#)
[Other Applicant Materials](#)
[Referral Comments](#)
[Neighborhood Meeting Summary](#)
[Notifications](#)

Chair Zuniga opened the Public Hearing for Agenda Item 21-387 and Agenda Item 21-388 at 7:09pm.

Chris LaRue, Senior Planner provided a presentation to the Commission on these agenda items.

The applicant's representative, Phil Walz, as well as the applicant, Dennis Dreeszen, were in attendance and are available for any questions or comments.

Chair Zuniga asked if there was anyone in attendance wanting give public comment on this agenda item.
No public comment was taken.

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

Some questions/comments included the following:

- Looks consistent with the Comprehensive Plan and PD zone (commercial)
- Architectural design is compliant
- Concerned about the congestion on Bonanza Drive - how will ingress/egress look on this site?
- The traffic study done within the applicant materials
- How has this changed the addition of that turn lane?
- How has it worked toward the initiative meeting the traffic control strategy?
- How many additional parcels within the area that could potentially be developed in the area?
- In terms of why this is coming to the Planning Commission - is it because its zoned PD and the current PD has nothing noted on it in terms of potential uses?
- Is it because its an SRU?
- With updates occurring, will this be something that will stay as an SRU?
- If this were CC (Community Commercial) vs. PD (Planned Development), it will still go through this process?
- On the dog wash stations, how are they accessed? Are they cubicle buildings?
- Are these managed with doors locked, safety, etc.? Surveillance with those private rooms?
- Drive ups with stone vermeers - is there anything in place to ensure repairs, plant replacements, 15 years down the road, to get repairs done and completed should they deteriorate?
- Approval criteria for the proposed use is generally consistent
- Is it generally consistent with the planning area?
- Tiered cost of water in town - is there anything in place that helps to recycle water as its used?
- Maintenance plan that ensures the hoses aren't just dripping or losing water over time?

- Regarding the dog wash area - are you open 24/7?
- Do you (applicant) own the Coal Creek Car Wash at Four Corners?

Town Attorney, Austin Flanagan noted that there was a typo in Resolution P21-14. Specifically, Section 1A - the cross reference should be 7-13-C-9 and not 7-13-C-8. When a Commissioner makes a motion regarding this Resolution, just note that you're moving to approve the Resolution as amended.

Commissioner Sawusch moved to approve Agenda Item 21-387/Resolution P21-14 as amended. The motion, seconded by Commissioner Luthi, carried with the following roll call vote:

Commissioner Sawusch - yes
Commissioner Luthi - yes
Commissioner Hoback - yes
Commissioner Witt - yes
Vice Chair Fraser - yes
Chair Zuniga - yes

Commissioner Sawusch moved to approve Agenda Item 21-388/Resolution P21-15 as amended. The motion, seconded by Commissioner Luthi, carried with the following roll call vote:

Commissioner Sawusch - yes
Commissioner Luthi - yes
Commissioner Hoback - yes
Commissioner Witt - yes
Vice Chair Fraser - yes
Chair Zuniga - yes

[21-388](#)

PUBLIC HEARING: A Resolution of the Planning Commission of the Town of Erie Recommending that the Board of Trustees Approve a Site Plan for a Car Wash located on Lot 5, Vista Ridge Filing No. 6, 2nd Amendment

Attachments: [Proposed Site Plan](#)

[Staff Report](#)

[Application and Narrative](#)

[Other Applicant Materials](#)

[Referral Comments](#)

[Neighborhood Meeting Summary](#)

[Notifications](#)

VII. STAFF REPORTS

There are no staff reports.

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Commissioner Sawusch had a question regarding a memo received from the

Town Attorney and asked if there was an opportunity to look it over. There was a request to view what other communities have with regards to the roles and responsibilities of the Planning Commission.

Commissioner Sawusch also asked questions/clarification regarding the Comprehensive Plan, the embodiment of the growth of the town, and the vision of the Comprehensive Plan. What roles and responsibilities would the Planning Commission have to ensure the growth is orderly as laid out in the Comprehensive Plan? How does this reflect back to the Commission?

Chair Zuniga noted that the Commission tends to look at things on a "piece meal" basis - maybe it would be useful to have a review of the different areas of town/get to know Erie a little better geographically. Would like an opportunity to have more community outreach/engagement and provide a presentation of the initial and final stages of a neighborhood.

IX. ADJOURNMENT

Chair Zuniga adjourned the September 15, 2021 Planning Commission Meeting at 7:55pm.