TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Wednesday, June 26, 2024

6:30 PM

SPECIAL MEETING
In Person Meeting
Council Chambers
Virtual Link for Viewing & Public Comment Only:
https://bit.ly/24June26PCMtg

Planning Commission

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE TO FLAG

Chair Burns called the June 26, 2024 Planning Commission Special Meeting to order at 6:32pm.

II. ROLL CALL

Roll Call:
Commissioner Braudes - present
Commissioner Dreckman – absent excused
Commissioner Baham - absent
Commissioner Hemphill - present
Commissioner Booth - present
Vice Chair Laws - present
Chair Burns - present

A quorum was present.

III. APPROVAL OF THE AGENDA

Commissioner Booth moved to approve the agenda of the June 26, 2024 Planning Commission Special Meeting. The motion, seconded by Commissioner Hemphill, carried with the following roll call vote:
Commissioner Braudes - yes
Commissioner Hemphill - yes
Commissioner Booth - yes
Vice Chair Laws - yes
Chair Burns - yes

Motion passes unanimously.

IV. APPROVAL OF MINUTES

24-302 Approval of the June 5, 2024 Planning Commission Meeting Minutes

Attachments: June 5, 2024 Planning Commission Meeting Minutes

Commissioner Braudes moved to approve the Meeting Minutes of the June 5, 2024 Planning Commission Meeting. The motion, seconded by Vice Chair Laws, carried with the following roll call vote:
Commissioner Braudes - yes
Commissioner Hemphill - yes
Commissioner Booth - yes
Vice Chair Laws - yes
Chair Burns - yes

Motion passes unanimously.

V. PUBLIC COMMENTS

Public comment was taken from the following:
John Murphy 1381 Washburn St., Erie, CO gave comment regarding the following:
• Code Enforcement on Bike Paths

VI. GENERAL BUSINESS

24-316 2025 Budget Discussion

Attachments: 1. Proposed Planning Commission Operating 2025 Budget

Chair Burns announced Agenda Item #24-316: 2025 Budget Discussion

Chair Burns brought it back to the Commission for any questions/comments of staff.

Some questions/comments included the following:
- General use of budgeted funds and they carry over to the next accounting year if unused.

The Commission thanked staff for the presentation and acted on the budget discussion as follows:
Commissioner Booth moved to approve the Budget Discussion for 2025. The motion, seconded by Commissioner Braudes, carried with the following roll call vote:
Commissioner Braudes - yes
Commissioner Hemphill - yes
Commissioner Booth - yes
Vice Chair Laws - yes
Chair Burns – yes

Motion passes unanimously.

24-318 A Resolution of the Planning Commission of the Town of Erie Approving a Site Plan for a portion Erie Village Filing No. 5-Replat B

Attachments: Resolution No P24-08
Staff Report
Site Plan-Townhomes
Application and Narrative
Other Applicant Materials
Erie Village 5th Filing Replat B
Neighborhood Meeting
Notice
Staff Presentation
Applicant Presentation

Chair Burns announced Agenda Item 24-318: Public Hearing for Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Erie Village Site Plan Townhomes.

Chair Burns opened the Public Hearing at 6:40pm and turned it over to staff.

Chris LaRue, Principal Planner gave a presentation to the Commission on the Erie Village Site Plan Townhomes.

The applicant, Mary Coonce of Porch Front Homes, and her team also provided a presentation and background of the project to the Commission.

Chair Burns opened up the Public Comment portion of the Public Hearing at 7:00pm.

Public comment was taken from the following:
Douglas Dresser, 1166 CW Bixler, Erie, CO gave comment regarding the following:
- **Density reduction**
- **Traffic reduction on CW Bixler**
- **Protecting existing trees**
- **The effects of construction in the neighborhood and surrounding areas**

Joni M. Reeves, 1152 Village Cr., Erie, CO gave comment regarding the following:
- **Impacts on privacy, safety, security, and noise to The Cottages at Erie Village**
- **Vehicular traffic management, control, and signage.**
- **Spine Trail location and buffer**

Rose Murphy, 1381 Washburn St., Erie, CO gave comment regarding the following:
- **Providing a children's play area**
- **Traffic**
- **Affordable Housing and Handicapped Accessible units**
- **Sustainability and the use of PV Solar systems**
- **Duration of construction**
- **Height of units**
- **Re-paving CW Bixler**

Malcom Lopaz, 1226 Tyler Pl., Erie, CO gave comment regarding the following:
- **Original Commercial Use where Residential is currently proposed**
- **Townhome housing type**
- **The posted Public Notice signs on the subject property are not highly visible**

Steven Roseboro, 1373 Washburn, Erie, CO gave comment regarding the following:
- **The proposal is not the same as the original**

Penny Ann Carlise, 1251 Tyler Pl., Erie, CO gave comment regarding the following:
- **Quantity of Single-Family Homes**

Chair Burns closed the Public Comment portion of the Public Hearing at 7:14pm.

Chair Burns brought it back to the Commission for questions/comments of the applicant and staff.
Some questions/comments included the following:
- **Drainage and Flooding**
- **Built to current Code regarding incorporation of PV Solar Systems**
- **Drainage Report**
- **Height, allowable and proposed**
- **Total amount of Dwelling Units**

• Traffic and Road improvements
• Neighborhood Meetings
• Recreational Facilities/Parks/Community Spaces and Greenspace and Open Space
• Commercial Area and pedestrian connectivity with Residential Areas
• Spine Trail and Privacy
• Townhomes within Erie Village and the diversity of housing types and the density.
• Deed restrictions for Affordable Housing
• Street parking and Guest parking
• Mixed Use development utilization

Chair Burns closed the Public Hearing at 7:34pm.

Commissioner Braudes moved to approve Resolution P24-08: Erie Village Site Plan Townhome. The motion, seconded by Vice Chair Laws, carried with the following roll call vote:
Commissioner Braudes - yes
Commissioner Hemphill - yes
Commissioner Booth - yes
Vice Chair Laws - yes
Chair Burns – yes

Motion passes unanimously.

24-320 A Resolution of the Planning Commission of the Town of Erie Approving a Commercial Site Plan for a portion Erie Village Filing No. 5-Replat B

Attachments: Resolution No. P24-09
Staff Report
Site Plan-Commercial
Application and Narrative
Other Applicant Materials
Erie Village 5th Filing Replat B
Neighborhood Meeting
Notice
Staff Presentation
Applicant Presentation

Chair Burns announced Agenda Item 24-320: Public Hearing for Resolution of the Planning Commission of the Town of Erie Recommending that the Town Council Approve the Erie Village Site Plan Commercial.

Chair Burns opened the Public Hearing at 7:35pm and turned it over to staff.

Chris LaRue, Principal Planner gave a presentation to the Commission on the Erie Village Site Plan Commercial.

The applicant's representative, Jack Bestall, also provided a presentation and background of the project to the Commission.

Chair Burns opened up the Public Comment portion of the Public Hearing at 7:49pm.

Public comment was taken from the following:

Joni M. Reeves, 1152 Village Cr., Erie, CO gave comment regarding the following:
• Proper Notification of neighbors living in The Cottages at Erie Village.
• Types of Commercial/Retail and planned hours of operation
• Traffic and parking
• This proposal not he same as the original proposal

John Murphy, 1381 Washburn St., Erie, CO gave comment regarding the following:
• Uses and design that promote a connected community
• Residential and Commercial development occurring simultaneously
• Victorian style of construction and quality of construction

Malcom Lopaz, 1226 Tyler Pl., Erie, CO gave comment regarding the following:
• This proposal not the same as the original proposal
• Victorian style of construction and quality of construction
• Use of brick construction
• Design of construction to promote retail, restaurant, and personal service uses, not office uses

Steven Roseboro, 1373 Washburn, Erie, CO gave comment regarding the following:
• Design that is more conducive for uses that involve/promote community gatherings like restaurants and shops.

Gary Gianetti, 1379 Padfield Pl., Erie, CO gave comment regarding the following:
• Sense of community and renewal
• Brick construction
• Signage for differentiation of the parts of Erie Village and commitment for replacement
• Leased commercial space versus owned commercial space by Porch Front Homes
• Separate HOAs for residential and commercial and fees involved

Chair Burns closed the Public Comment portion of the Public Hearing at 8:02pm.

Chair Burns brought it back to the Commission for questions/comments of the applicant and staff.
Some questions/comments included the following:
• Commercial square footage and buildings used to calculate parking requirements
• Required parking minimums to include allowable reductions.
• A parking design that promotes a sense of community with walkability
• Interpretation and look and feel of Victorian style architecture
• Clarification of the process of deliberation for approval of this application
• Overall walkability and bicycle parking
• Average number of cars that are estimated to utilize parking area at any given time
• Idea of the types of retail expected

• Size of proposed decks to be wide enough to accommodate tables that would encourage food and beverage uses
• HOA for commercial uses with covenants having restrictions
• Parent HOA that would pertain to both residential and commercial uses
• Incorporation of pervious surfaces into the parking area
• Design of parking area that could be better accommodate pedestrians and to allow patrons to better enjoy the space
• Existing round-a-bout and safety for pedestrians
• Traffic at southern intersection
• Increase in impervious surfaces and potential expansion of the existing drainage system and the cost for these types of improvements
• Current proposal's impact to the existing commercial building
• Specific construction plan for traffic control
• Existing shed

Chair Burns closed the Public Hearing at 8:38pm.

Vice Chair Laws moved to approve Resolution P24-09: Erie Village Site Plan Commercial. The motion, seconded by Commissioner Braudes, carried with the following roll call vote:
Commissioner Braudes - yes
Commissioner Hemphill - yes
Commissioner Booth - yes
Vice Chair Laws - yes
Chair Burns – yes

Motion passes unanimously.

VII. STAFF REPORTS

Kelly Driscoll, Planning Manager, reported on the following:
• Elevate Erie and stakeholder involvement and next steps

VIII. COMMISSIONER REPORTS AND DISCUSSION ITEMS

Commissioners reported on and discussed the following:

• Need for review and explanation of required Parking requirements per Code
• Mixed use developments where residential and commercial construction occur simultaneously
• Future discussion over Land Use Application Criteria for approval

IX. ADJOURNMENT

Commissioner Booth moved to adjourn the June 26, 2024 Planning Commission Special Meeting. The motion, seconded by Commissioner Hemphill, carried with all voting in favor thereof.

Chair Burns adjourned the June 26, 2024 Planning Commission Special Meeting at 8:48pm.