

**TOWN OF ERIE
TOWN COUNCIL MEETING
November 4, 2025**

SUBJECT: **PUBLIC HEARING: Ordinance No.**
An Ordinance of the Town Council of the Town of Erie
Amending Title 10 of the Erie Municipal Code Regarding Public
Hearing Notice Requirements

PURPOSE: Unified Development Code amendment to clarify notice
requirements.

CODE REVIEW: Erie Municipal Code, Title 10

DEPARTMENT: Planning and Development

PRESENTER: Sarah Nurmela, AICP, Planning and Development Director

STAFF RECOMMENDATION:

Staff recommend the Town Council adopt the ordinance amending Title 10 of the Erie Municipal Code public hearing notice requirements.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Board of Trustees (now Town Council) passed Ordinance No. 11-2021 on May 25, 2021, which clarified how properties are identified when noticed. The portion of the ordinance clarifying notice requirements did not get codified. Since that time, other changes have been made to the code in terms of numbering and structure, necessitating a new ordinance to be drafted to make the changes originally intended. The changes in the draft ordinance simplify how the property that is subject to an application is identified, no longer requiring legal description. The rest of the content of notices remains unchanged in the proposed ordinance.

Planning Commission considered the draft ordinance at their September 3 meeting and voted unanimously to pass Resolution P25-15 recommending the Council pass the ordinance. There was no public comment on the item.

Approval Criteria

Section 10-7-18(C)(9) of the Erie Municipal Code states the following approval criteria when considering amendments to the text of the UDC:

1. The proposed amendment will promote the public health, safety, and general welfare; and
2. The proposed amendment is generally consistent with the Town's Comprehensive Master Plan and the stated purposes of this UDC; and
3. The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions.

The changes in the draft ordinance simplify how the property subject to application is identified.

Public Notice:

Notice was published in the Colorado Hometown Weekly on October 15, 2025. Posting and mailings are not required for UDC changes.

Attachments

1. Ordinance No.
2. Staff Report
3. Staff Presentation
4. Resolution P25-12