



Planning Commission Regular Meeting

July 5, 2023 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

To view Planning Commission meeting broadcasts, visit
www.windsorgov.com/MeetingsOnDemand.

MINUTES

A. CALL TO ORDER

Chair Schick called the meeting to order at 7:00 p.m.

1. Roll Call

Present: Chairman Schick
Vice-Chair Reddick
Nathan Kinney- Absent
David Hassard
Ben Kirch
Jose Valdes
Cindy Beemer

Also Present: Town Board Liaison Tallon
Scott Ballstadt, Planning Director
Kimberly Lambrecht, Senior Planner
Eric Bracke, Transportation Engineer
Doug Roth, Civil Engineer
Rece Lampe, Digital Media Coordinator
Karen Frawley, Town Clerk

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

Planning Commissioner Reddick moved to approve the agenda as written, Planning Commission Member Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Timothy Reddick, Jose Valdes, Cindy Beemer, David Hassard, Ben Kirch; Nays - None; Motion Passed.

3. Public Invited to be Heard

Chair Schick opened the meeting up for public comment, to which there was none.

B. CONSENT CALENDAR

1. Approval of the June 21, 2023 Planning Commission Regular Meeting Minutes- K. Frawley, Town Clerk

Planning Commissioner Reddick moved to approve the consent calendar as presented, Planning Commission Member Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Timothy Reddick, Jose Valdes, Cindy Beemer, David Hassard, Ben Kirch; Nays - None; Motion Passed.

C. BOARD ACTION

Town Board Member Tallon stated "Mr. Chair, for the record, i would like to disclose that I am a sitting member of the town board and that I am here in my capacity as a nonvoting liaison to the

planning commission. Although I will be present during all public hearings tonight, I will not be giving my opinion or participating in any of the discussions. I will not let tonight's proceedings influence or affect my review of these matters when they come before the town board. I will make my decision at the town board level based only on the evidence presented during the town board public hearings."

1. Public Hearing - Final Major Subdivision - Poudre Heights Subdivision 5th Filing - Meritage Homes of Colorado, Inc. (Chelsey Green), Owner/Applicant; Henery Design Group, Inc. (Steve Allen), Applicant's Representative

The applicant, Chelsey Green, on behalf of Meritage Homes, has submitted a final major subdivision plat known as Poudre Heights Subdivision 5th Filing. The 5th Filing property encompasses approximately 18.766 acres and is zoned Residential Mixed Use (RMU-1). The project site is located to the north and west of the intersection of Riverplace Drive and 7th Street, north of Poudre Heights Park and east of the Eaton Ditch. The subdivision includes 127 townhome lots with tracts for open space, the trail system, drainage, easements, and access and circulation. The 2003 Poudre Heights Master Plan was amended in 2014 and identifies the subject land use area for approximately 124 attached units with a density range of 7.4-8.3 net dwelling units per acre. This proposal is in alignment with the Master Plan.

Chair Schick opened the public hearing.

Chair Schick opened the hearing up for public comment.

Debby Waltman from 1728 Green River Drive addressed the commission and asked if there were any plans for another Poudre Express bus stop to be located further down on 7th Street. Staff responded that there is no knowledge of any plans at this time. Ms. Waltman also asked about traffic control plans and lighting, staff and the applicant responded.

Ted Ullmann from 1725 Green River Drive addressed the commission regarding access points of this subdivision. The applicant responded and answered his questions.

Discussion ensued between the commission, staff, and the applicant.

Planning Commissioner Reddick moved to close the public hearing, Planning Commission Member Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Timothy Reddick, Jose Valdes, Cindy Beemer, David Hassard, Ben Kirch; Nays - None; Motion Passed.

2. Recommendation to Town Board - Final Major Subdivision - Poudre Heights Subdivision 5th Filing - Meritage Homes of Colorado, Inc. (Chelsey Green), Owner/Applicant; Henry Design Group, Inc. (Steve Allen), Applicant's Representative

Please refer to Public Hearing agenda item for additional information.

Planning Commissioner Reddick moved to forward a recommendation of approval to the Town Board, of the final major subdivision as presented, subject to all remaining Planning Commission and staff comments being addressed, Planning Commissioner Beemer seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Timothy Reddick, Jose Valdes, Cindy Beemer, David Hassard, Ben Kirch; Nays

- None; Motion Passed.

3. Public Hearing - Master Plan Amendment - Windsor North 15th Street Campus Subdivision - Town of Windsor, Owner/Applicant

The site is north of existing public facilities, an existing neighborhood (Windshire Park Subdivision), and northwest of planned neighborhoods of Overland and Trevenna Subdivisions. The site is west of the planned subdivision of Tacincala (Prairie Song). These properties are within the Town of Windsor. The proposal surrounds and shares a property line with the existing Beethe property (one acre), located in unincorporated Weld County. The Town and the Beethes have been coordinating and will continue to coordinate as plans develop.

Chair Schick opened the public hearing.

Chair Schick opened the meeting up for public comment, to which there was none.

Discussion ensued between the commissioners and staff.

Planning Commissioner Reddick moved to close the public hearing, Planning Commission Member Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Timothy Reddick, Jose Valdes, Cindy Beemer, David Hassard, Ben Kirch; Nays - None; Motion Passed.

4. Recommendation to Town Board - Master Plan Amendment - Windsor North 15th Street Campus Subdivision - Town of Windsor, Owner/Applicant

See public hearing item.

Planning Commissioner Beemer moved to forward a recommendation of approval to the Town Board, of the Windsor North 15th Street Campus Subdivision Mast Plan Amendment, subject to any outstanding Planning Commission and staff comments being addressed, Planning Commissioner Reddick seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Timothy Reddick, Jose Valdes, Cindy Beemer, David Hassard, Ben Kirch; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Planning Commission

Per Commissioner Kirch, he will be absent from the July 19th meeting.

2. Communications from Town Board Liaison

Per Mr. Tallon, the Town has hired a new Town Attorney, Dan Money will begin working for Windsor on July 17th. Dan comes from Aurora and has a background in planning.

3. Communications from Staff

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 8:14 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive, flowing style.

Karen Frawley, Town Clerk