



PLANNING COMMISSION REGULAR MEETING

Town Board Chambers December 1, 2021 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550 Please click this URL to join. <https://windsorgov.zoom.us/j/81697819904> OR join by telephone at (888) 788-0099 or (877) 853-5247 - Webinar ID:816 9781 9904

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Planning Commission and Addition of Items of New Business to the Agenda for Consideration by the Planning Commission
3. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Planning Commission.

Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Public Comments are expected to be constructive. Written comments are welcome and should be given to the Secretary prior to the start of the meeting. Written materials will not be accepted during the meeting in the interest of time.

B. CONSENT CALENDAR

1. Minutes of the November 3, 2021 Planning Commission Meeting - K. Frawley, Town Clerk

C. BOARD ACTION

1. Recommendation to Town Board - Downtown Corridor Plan Maximum Building Height Amendment
2. Recommendation to Town Board - Eastman Park Corridor Plan
 - Staff Presentation: David Eisenbraun, Senior Planner

D. COMMUNICATIONS

- Communications From Planning Commission
- From Town Board Liaison
- Communications From Staff

E. ADJOURN



MEMORANDUM

Date: December 1, 2021
To: Planning Commission
Via:
From: Karen Frawley, Town Clerk
Location:
Re:
Item #: B.1.

ATTACHMENTS:

Description

▯ 11.03.21 PC Minutes



PLANNING COMMISSION REGULAR MEETING

Town Board Chambers November 3, 2021 - 7:00 PM

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

Please click this URL to join. <https://windsorgov.zoom.us/j/86823720818>

OR join by telephone at (888) 788-0099 or (877) 853-5247

Webinar ID:868 2372 0818

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

MINUTES

A. CALL TO ORDER

Chairman Schick called the meeting to order at 7:05 p.m.

1. Roll Call

Chairman Schick
Doug Dennison
Kelly Hall
Jose Valdes
Roger Colonnese

Absent

Vice-Chair Bushelman
Tim Reddick
Cindy Beemer
Alternate Eric Bernhardt

Also Present:

Carlin Malone, Chief Planner
Scott Ballstadt, Planning Director
Sandra Mezzetti, Planner II
Barry Wilson, Town Board Liaison
McKenzie Payne, Visual Media Coordinator
Karen Frawley, Town Clerk

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

Doug Dennison moved to approve the agenda as presented, Jose Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Colonnese, Dennison, Hall, Schick, Valdes; Motion Passed.

3. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Planning Commission.

Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Public Comments are expected to be constructive. Written comments are welcome and should be given to the Secretary prior to the start of the meeting. Written materials will not be accepted during the meeting in the interest of time.

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

B. CONSENT CALENDAR

Doug Dennison moved to approve the consent calendar as presented, Roger Colonnese seconded the motion. Roll call on the vote resulted as follows; Yeas - Colonnese, Dennison, Hall, Schick, Valdes; Motion Passed.

C. BOARD ACTION

1. Public Hearing - Final Major Subdivision - South Gate 11th Filing - Tract D of South Gate Business Park 1st Filing and Tract A South Gate Business Park 9th Filing, Martin Lind, Windsor South Gate Development LLC; Owner/Applicant and Derek Patterson, TST Engineering, Own's Representative, Garrett Scallon, Windsor South Gate Development LLC, Owner's Representative

The Final Major Subdivision South Gate Business Park Subdivision, Eleventh Filing, will replat the South Gate Business Park Subdivision, Ninth Filing Tract A, into an additional 6 lots, plat the private roadway as a tract and re-plat the regional detention pond located on the west side of the property. No infrastructure is proposed with the Major Subdivision, only a replat.

Town Board Member Wilson 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 this public hearing, I will not be giving my opinion or participating in the discussion. I will not let tonight's proceedings influence or affect my review of this matter when it comes 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 hearing."

Chairman Schick opened the public hearing.

Chairman Schick opened the meeting for public questions or comment to which there was none.

Chairman Schick opened the meeting for Commissioner questions or comment.

Commissioner Dennison asked when the additional infrastructure be addressed if needed. Ms. Malone replied that the applicant would be putting in a private drive in the future as well as water and sewer. Chair Schick asked who would be maintaining the additional infrastructure, to which Ms. Malone stated the property owner or metro district would.

Commissioner Valdes asked if this was the location that was the focus of discussion with surrounding residents concerned about meat packing facilities. Ms. Malone stated that there were neighbors that commented on the rezoning.

Brian Wilson, applicant's representative provided a brief presentation to the commission.

Commission Colonnese asked if there have been any changes to the original plan? Mr. Wilson responded that there have been no changes from the concept plan.

Doug Dennison moved to close the public hearing, Jose Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Colonnese, Dennison, Hall, Schick, Valdes; Motion Passed.

2. Recommendation to Town Board - Resolution approving a Final Major Subdivision – South Gate 11th Filing - Tract D of South Gate Business Park 1st Filing and Tract A South Gate Business Park 9th Filing, Martin Lind, Windsor South Gate Development LLC; Owner/Applicant and Derek Patterson, TST Engineering, Own's Representative, Garrett Scallon, Windsor South Gate Development LLC, Owner's Representative

Please see public hearing item.

Per Ms. Malone, nothing further to add at this time.

Doug Dennison moved to forward a recommendation of approval to the Town Board for the Final Major Subdivision - South Gate 11th Filing, Kelly Hall seconded the motion. Roll call on the vote resulted as follows; Yeas - Colonnese, Dennison, Hall, Schick, Valdes; Motion Passed.

D. COMMUNICATIONS

- Communications From Planning Commission
- From Town Board Liaison

Town Board Member Wilson reported on the items that have been discussed during the last few Town Board Work Session and Regular meetings.

- Communications From Staff
 1. South Gate Business Park Subdivision 2nd Filing, Lot 4 (1113 South Gate Drive) - S.Mezzetti
 2. Site Plan Review - South Gate Business Park Subdivision 6th Filing, Lot 2 (1000 Champion Drive) - S.Mezzetti
 3. Site Plan Review - South Gate Business Park Subdivision 9th Filing, Lot 2 (1105 South Gate Drive) - S. Mezzetti
 4. Site Plan Review - South Gate Business Park Subdivision 5th Filing, Block 1, Lot 1 (1130 South Gate Drive) (Aims Community College Campus Expansion)

Per Ms. Malone, there are four site plan reviews included in the packet for the Southern portion of the South Gate subdivision. If there are any comments, please forward to staff by Friday.

Per Mr. Ballstadt, Monday night's Town Board Work Session will have a discussion on the downtown corridor building height limits. That portion of the meeting will begin at 6:00 for any who want to attend.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:41 p.m.

Karen Frawley, Town Clerk

DRAFT



MEMORANDUM

Date: December 1, 2021
To: Planning Commission
Via:
From: Scott Ballstadt, Director of Planning
Location: Downtown Windsor
Re: Recommendation to Town Board - Downtown Corridor Plan Maximum Building Height Amendment
Item #: C.1.

Background/ Discussion:

As was discussed at the November 8, 2021 work session with Town Board, the Downtown Corridor Plan was adopted in 1999 at a time when potential for vertical mixed use projects was not anticipated. Since that time such vertical mixed use projects with retail and commercial uses on the lower floors and residential uses on the upper levels have become a reality in neighboring communities. This mix of residential uses creates a residential population necessary to support businesses outside of typical daytime hours.

Section III.K.1. of the Downtown Corridor Plan limits building heights as follows:

Building Height: "The predominant portion of any building shall not exceed thirty feet (30') in height. Ornamental architectural elements or appurtenances such as clocktowers or cupolas shall not exceed 40' in height. (+)"

The complete Downtown Corridor Plan can be found at:

<https://windsorgov.com/DocumentCenter/View/485/Downtown-Corridor-Plan?bidId>

The Central Business District, however, allows for a building height of 75-feet, and the more strict of the two requirements applies.

The enclosed presentation slides include examples of taller projects that have been presented to Town Board as potential projects in the Downtown Development Authority (DDA) area, as well as examples of other vertical mixed use projects in neighboring communities. Such vertical mixed use projects take advantage of the Town's existing street and utility infrastructure and are generally more productive than horizontal projects from a property tax standpoint, as illustrated in the graphics produced by consultant Urban3.

Based on Town Board and Planning Commission comments at the November 8th work session, staff has also included a map of a limited area in which taller buildings may be most appropriately located behind the existing buildings on Main Street. The area is within the DDA boundary and does not include areas south of Main Street adjacent to existing residences.

Recommendation:

Staff recommends that the Planning Commission forward to the Town Board a recommendation that Section K.1 of the Downtown Corridor Plan shall be amended as follows:

Building Height The predominant portion of any building shall not exceed thirty feet (30') in height. Ornamental architectural elements or appurtenances such as clocktowers or cupolas shall not exceed 40' in height. (+) **Buildings located within the special height exception area as identified herein shall be limited to the building height allowed per the Municipal Code.**

ATTACHMENTS:

Description

- Downtown Corridor Plan Building Height presentation



Building Height Regulations in the Downtown Corridor Plan

December 1, 2021

Planning Commission

Scott Ballstadt, Director of Planning



Maximum Building Height

K. Architecture

Each Sub Area has different image elements. Refer to the sub areas for more specific information.

1. Building Height

The predominant portion of any building shall not exceed thirty feet (30') in height. Ornamental architectural elements or appurtenances such as clocktowers or cupolas shall not exceed 40' in height. (+)

DOWNTOWN CORRIDOR PLAN



WINDSOR, COLORADO
MAY 10, 1999



Maximum Building Height

- Section 16-1-110(b) of the Municipal Code allows for a Maximum Building Height of 75-feet in the Central Business (CB) zone district.

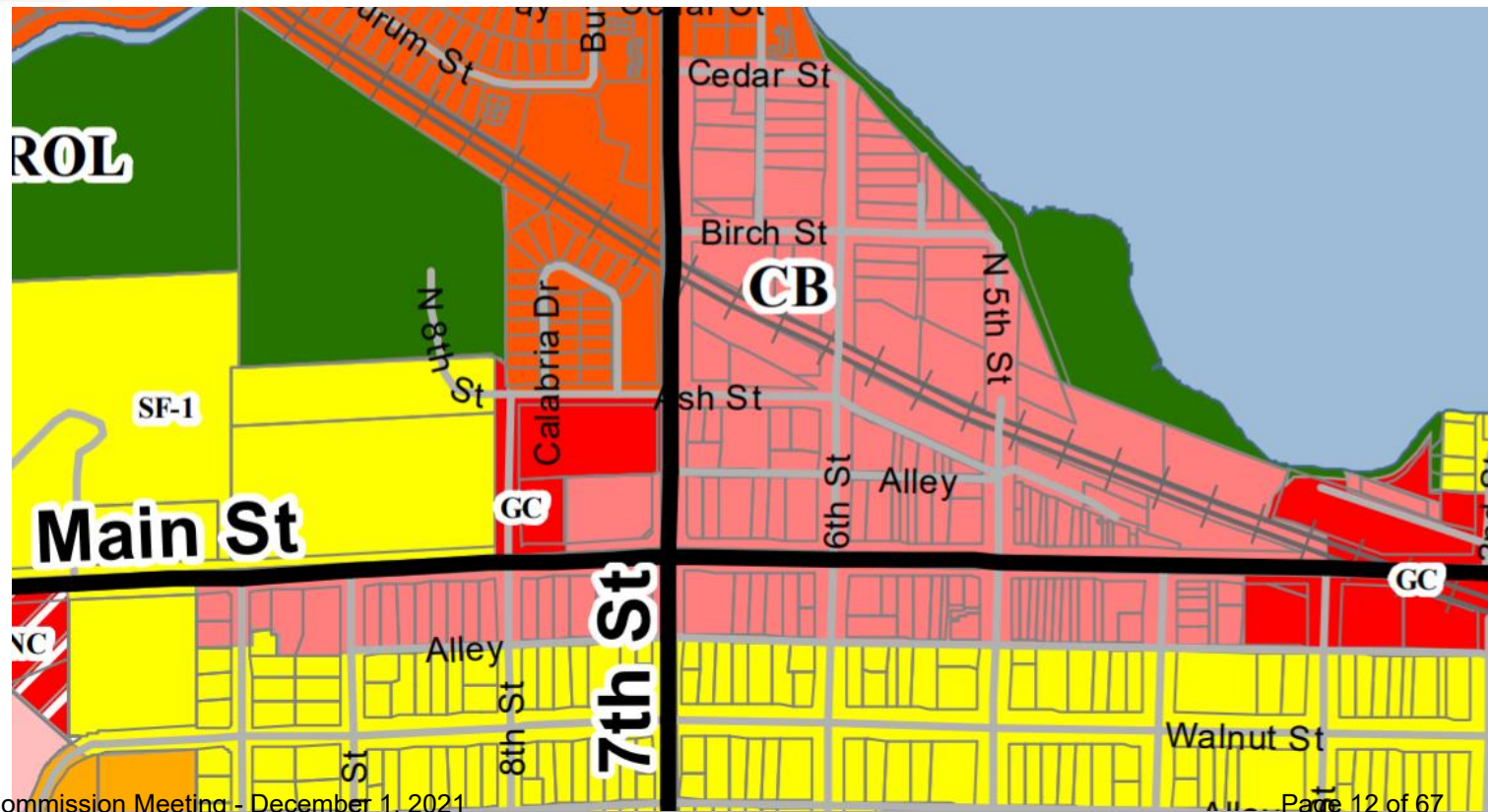


Maximum Building Height

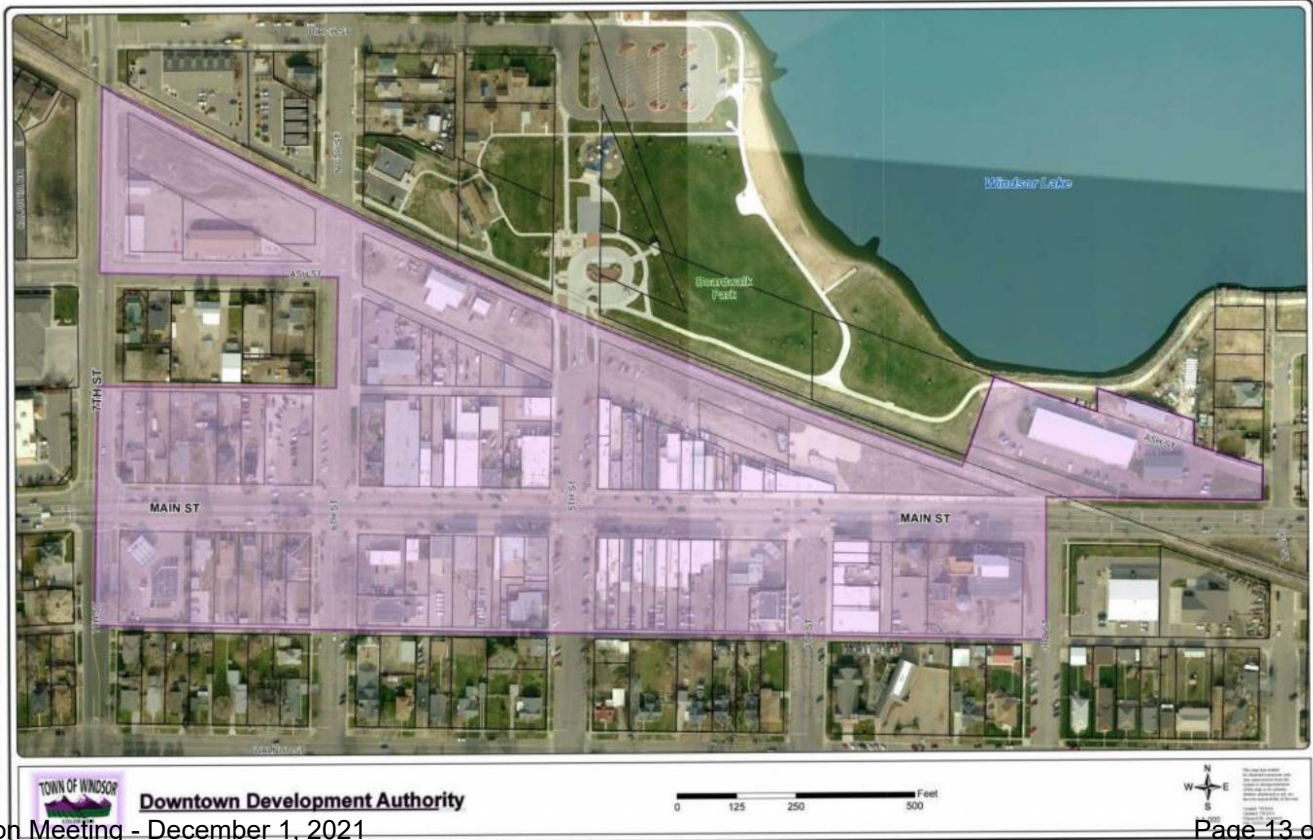
- The height of each floor or story in a building can vary greatly depending on room ceiling height, necessary infrastructure between floors, and other factors.
- If each floor or story ranges between 10 to 14-feet in height, the overall building height of a 5 story building would range from 50 to 70-feet.



Central Business Zone District



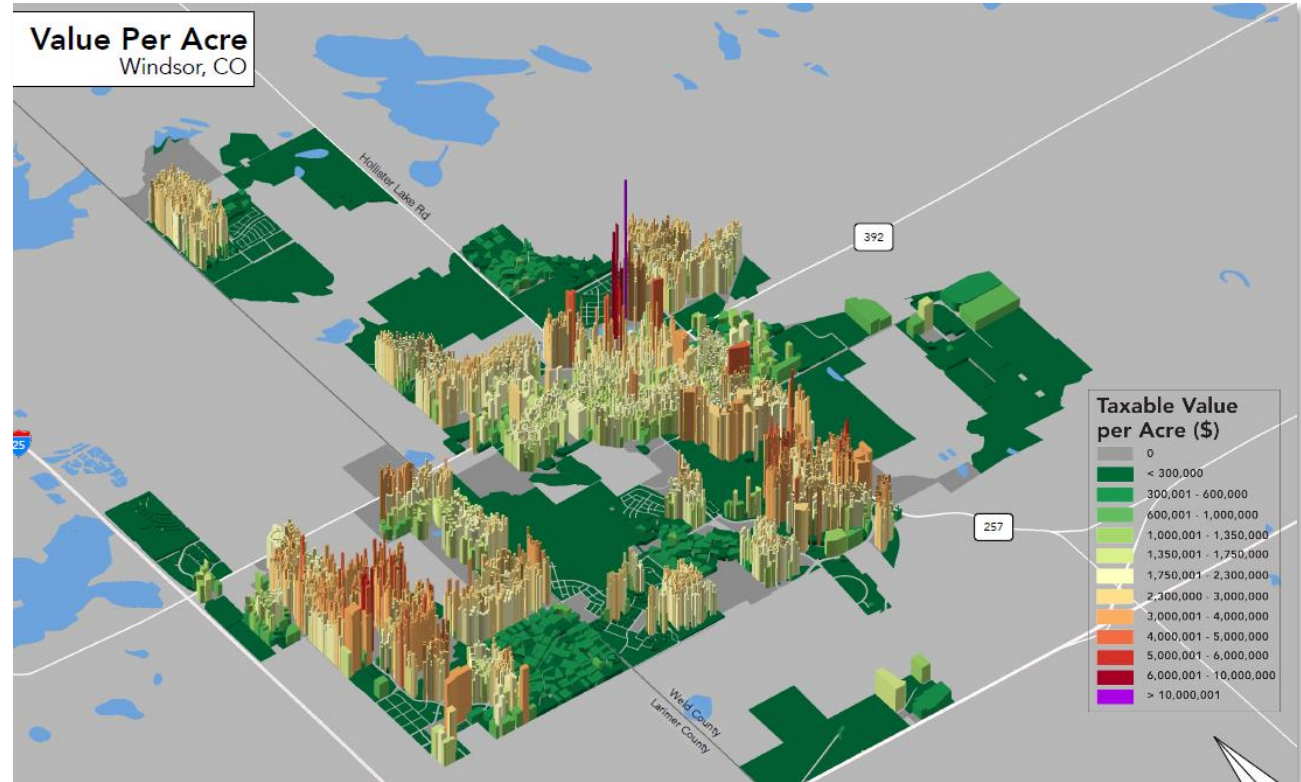
Downtown Development Authority





Property Tax Value Productivity

Vertical Mixed Use takes advantage of existing street and utility infrastructure and outperforms horizontal development from a property tax perspective.



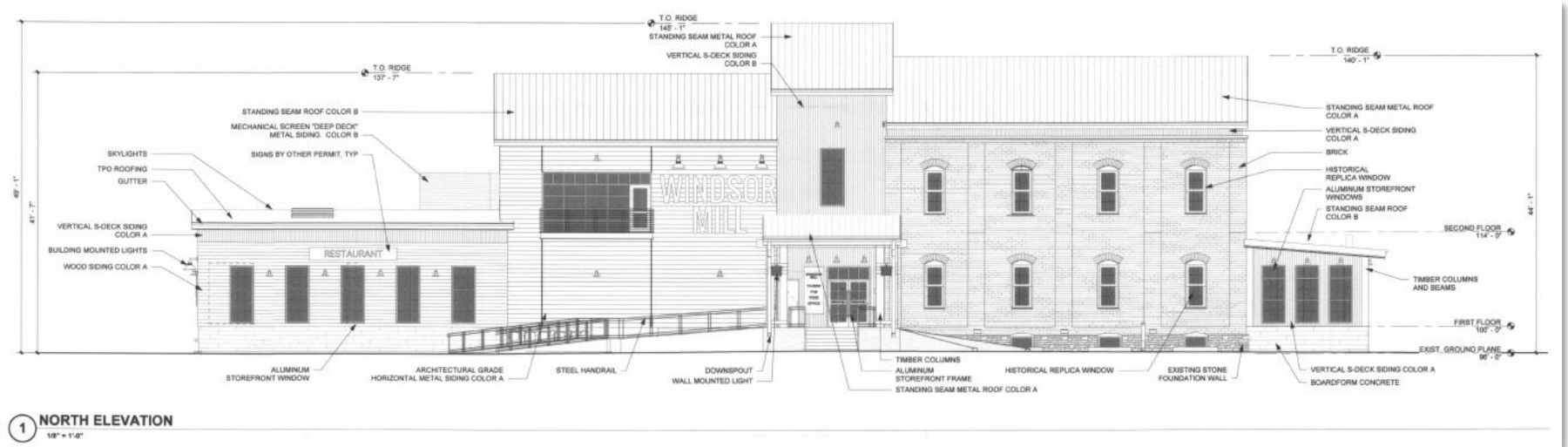


Vertical Mixed Use Productivity

Windsor's current 1:6 ratio of downtown taxable area to taxable value is strong. Additional vertical mixed projects will only strengthen the productivity of downtown.



Example Existing Projects

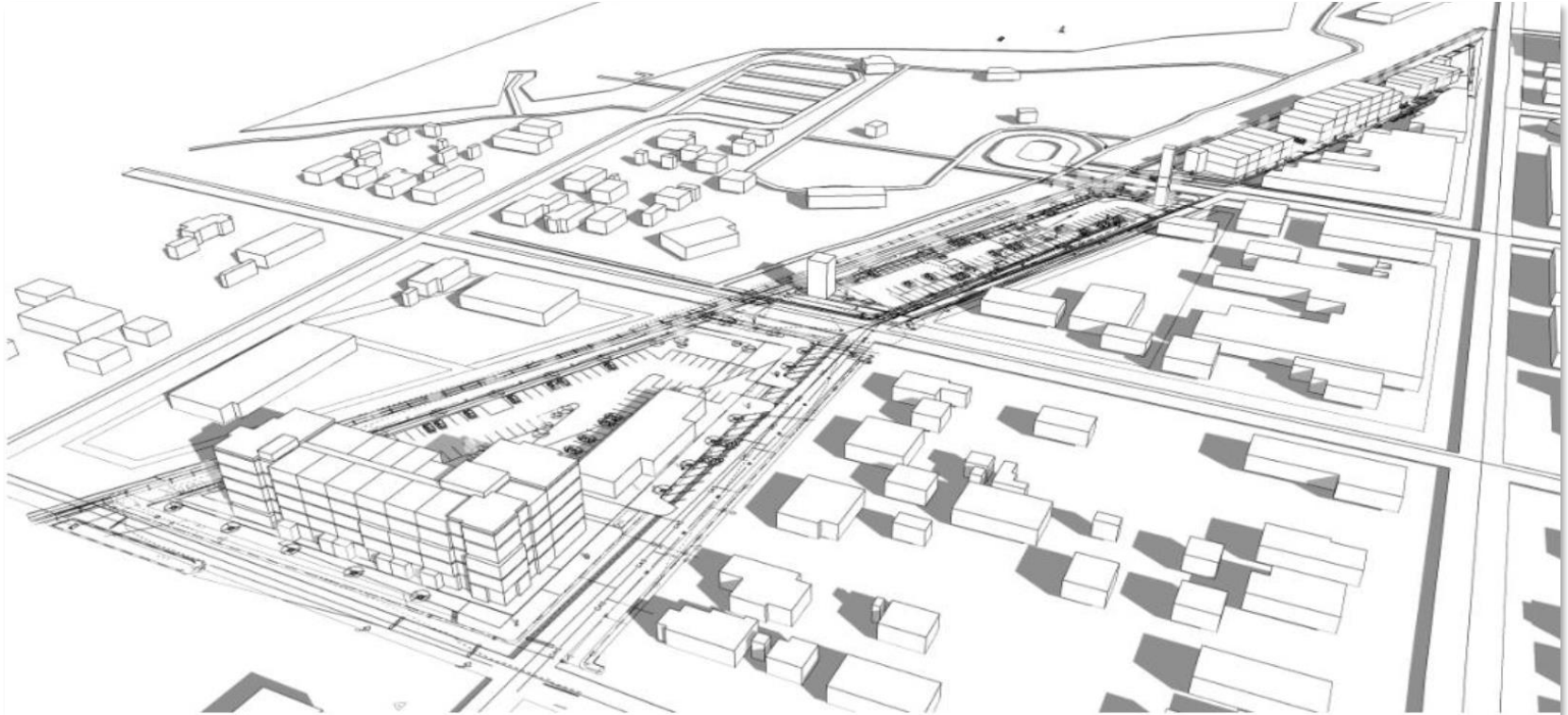


301 Main Street - Windsor Mill – 45'1" to highest peak

Example Vertical Mixed Use Projects



Example Vertical Mixed Use Projects



Example Vertical Mixed Use Projects



Example Vertical Mixed Use Projects

Option 1 - DDA Lot

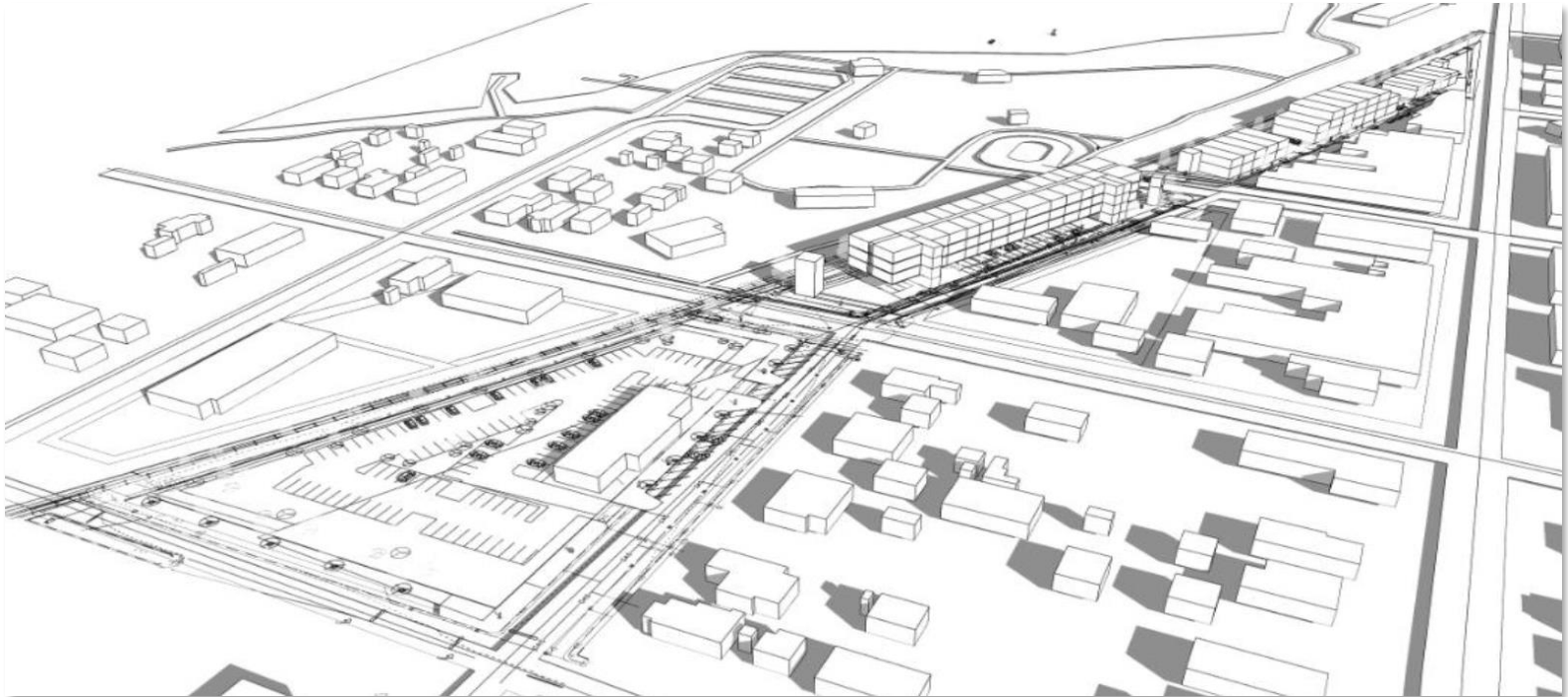




Example Vertical Mixed Use Projects



Example Vertical Mixed Use Projects



Example Vertical Mixed Use Projects

Option 2- Mixed Use Bertsch Lot



Example Vertical Mixed Use Projects

Option 2- DDA Lot





Example Vertical Mixed Use Projects





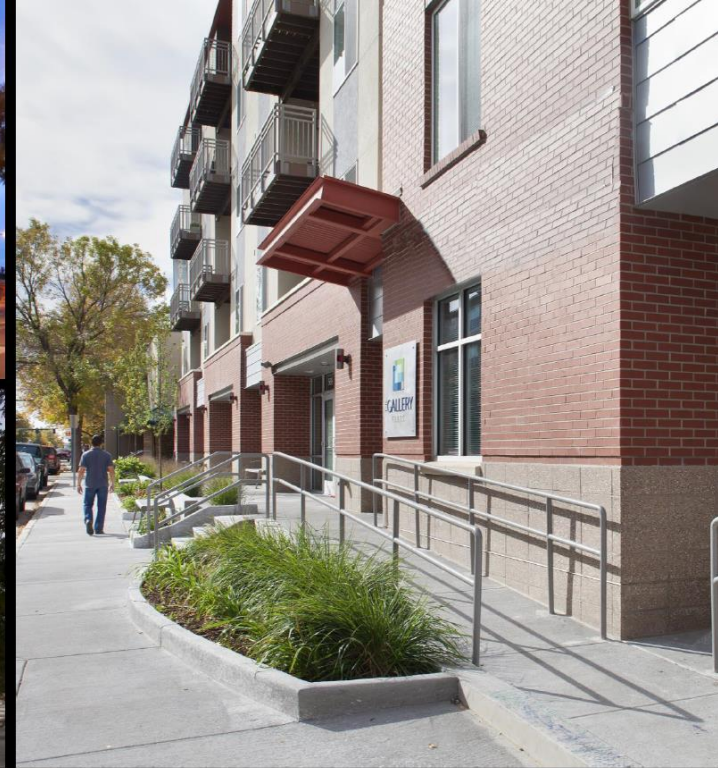
Example Vertical Mixed Use Projects



310 N. Mason Fort Collins



Example Vertical Mixed Use Projects



Example Vertical Mixed Use Projects



264 N. Cleveland Ave Loveland

Height Increase Area





Maximum Building Height

- Propose to amend the Downtown Corridor Plan to match the Central Business zone in the Municipal Code to allow a building height of 75-feet in specified area.



MEMORANDUM

Date: December 1, 2021
To: Planning Commission
Via: Scott Ballstadt
From: David Eisenbraun, Senior Planner
Location: Eastman Park Drive from SH 257 to Howard Smith Drive
Re: Recommendation to Town Board - Eastman Park Corridor Plan
Item #: C.2.

Background/ Discussion:

Eastman Park Corridor Plan Link:

https://windsorgov-my.sharepoint.com/:f/p/deisenbraun/Ehk-6_i_eJ1JICysEB1uCCUBrYCyhhKvivrWnX9eKETcQ?e=uMczl9

Background:

Building on the recently completed Windsor Transportation Master Plan, Future Legends Sports Park Master Plan, and the growing Great Western Industrial Park (GWIP), the Town of Windsor realized the need for a comprehensive vision for the Eastman Park Drive corridor (corridor). With the introduction of the Future Legends Sports Park to this previously industrial-focused area, the corridor's character is and will continue to change over the coming years. To prepare for the coming changes, the Town of Windsor created a plan to guide the corridor's future. The Eastman Park Drive Corridor Plan (Plan) – this document – contains the: (1) record and result of the planning process; (2) description and illustration of the vision for the corridor's ultimate build out; (3) policies to support the build-out; and (4) the prioritized capital projects. This Plan describes the holistic long-term vision for the corridor and serves as a guiding document for improvements regarding future land uses and transportation networks.

Relationship to Strategic Plan:

The application is consistent with the Strategic Plan Mission Statement: The Town of Windsor promotes community and hometown pride through sustainable, excellent and equitable delivery of services in a fiscally responsible manner; and quality of life, vitality and small town feel.

Recommendation:

Staff recommends that the Planning Commission forward to the Town Board a recommendation of adoption of the Eastman Park Corridor Plan as presented, subject to any remaining Planning Commission or staff comments.

ATTACHMENTS:

Description

- ▢ Staff Presentation

EASTMAN PARK DRIVE CORRIDOR PLAN

Planning Commission Adoption Hearing
December 1, 2021

THIS EVENING'S AGENDA

- OVERVIEW OF THE PUBLIC PROCESS TO CREATE THE PLAN
- OVERVIEW OF THE PLAN ITSELF
- ANSWER YOUR QUESTIONS

PUBLIC ENGAGEMENT OVERVIEW



OUTREACH, WEBPAGE, & PUBLIC SURVEY

- Project Connect webpage
- Marketing material
- Coordination with Communications Department
- Public survey
 - Available through Project Connect webpage
 - Open from January 12 – April 11
 - 586 responses
 - Statistically significant response based on Windsor's population
 - 95% confidence interval
 - 4% margin of error



ENGAGEMENT EVENTS

VISIONING WORKSHOP

- March 2 and 4 via Zoom
- Exercises to uncover needs, wants, and desires

CHARRETTE / PUBLIC OPEN HOUSE #1

- May 11-13 (in-person)
- Generation of ideas for land use, transportation, aesthetics, etc.
- Individual stakeholder meetings
- Virtual public open house #1 option from May 17-30

PUBLIC OPEN HOUSE #2

- October 20 (in-person)
- Virtual plan review October 21-31

FOLLOW-UP STAKEHOLDER MEETINGS



THE PLAN



PLAN STRUCTURE

Section 1 – Introduction

Section 2 – The Future Corridor

Section 3 – Creating Destinations

Section 4 – Creating Connections

Section 5 – Creating Character

Section 6 – Strategic Implementation

Appendix A – The Current Corridor

Appendix B – Public Engagement Summary

Appendix C – Traffic Analysis Report and Access Control Plan

Appendix D – Highest and Best Use Analysis



SECTION 2 – THE FUTURE CORRIDOR



**DINING,
SHOPPING, AND
ENTERTAINMENT**



**RECREATIONAL
DESTINATION**



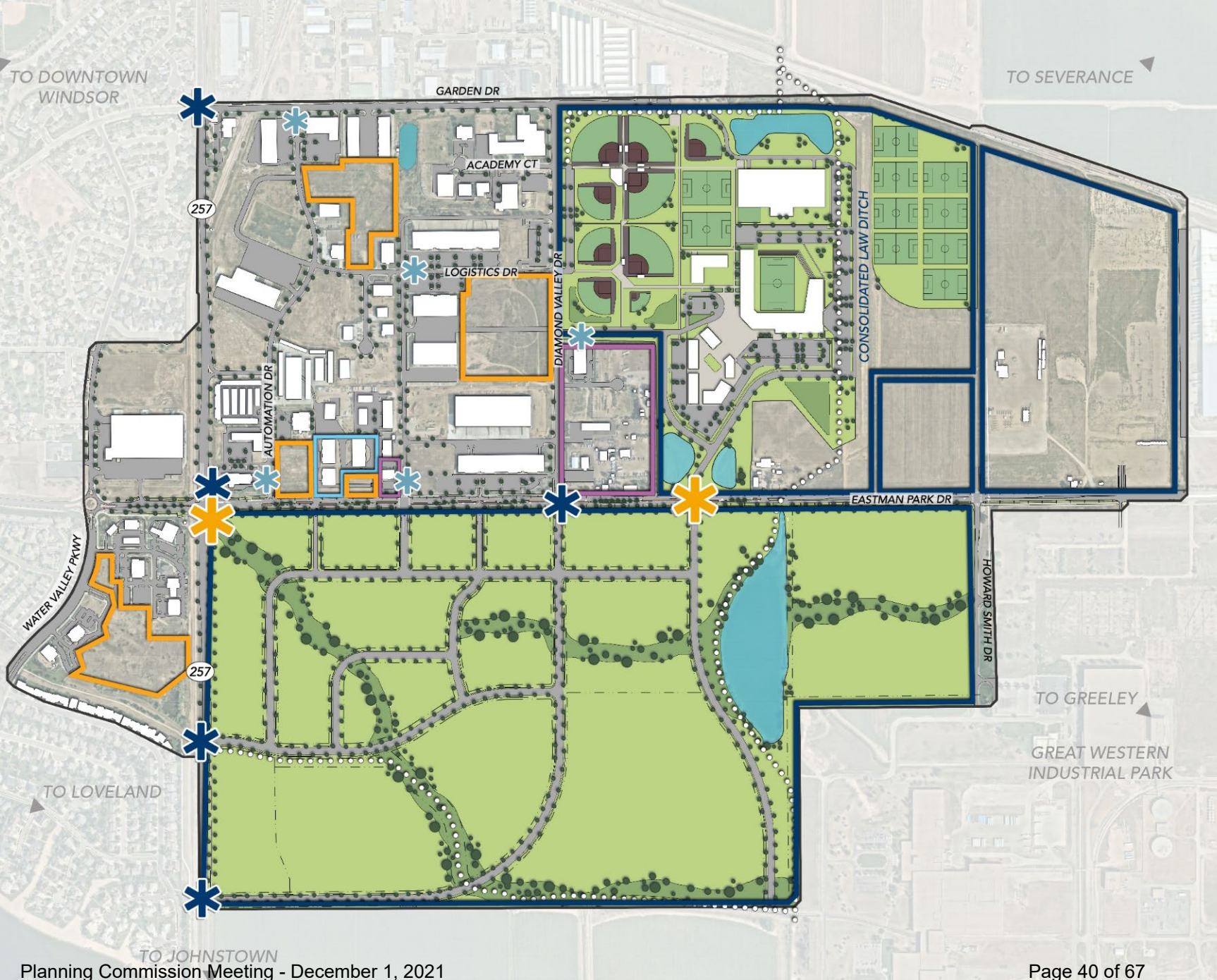
**EMPLOYMENT
CENTER**



DAILY NEEDS



**HOUSING
OPTIONS**



ILLUSTRATIVE MASTER PLAN



PROPOSED DEVELOPMENTS

-  Development Opportunity
-  Redevelopment Opportunity
-  Infill Opportunity
-  Adaptive Reuse Opportunity

PROPOSED CONNECTIVITY



PROPOSED GATEWAYS

-  Primary Gateway
-  Secondary Gateway
-  Tertiary Gateway



RECOMMENDATIONS STRUCTURE

Key Issues *that summarize corridor concerns*

Primary considerations for each topic of the Plan; they are what the goals address and solve.

Goals and Policies *to address the Key Issues*

Big ideas and action items that will move the corridor forward; goals are more qualitative and answer the “what” rather than the “how;” policies detail the “how.”

Visual Guides *to illustrate the Policies*

Illustrations of the future of the corridor; help the reader understand how the policies can be implemented.

SECTION 3 — CREATING DESTINATIONS

Goal 3.1: Promote a balanced mixture and distribution of land uses.

Goal 3.2: Expand housing choice and opportunity.

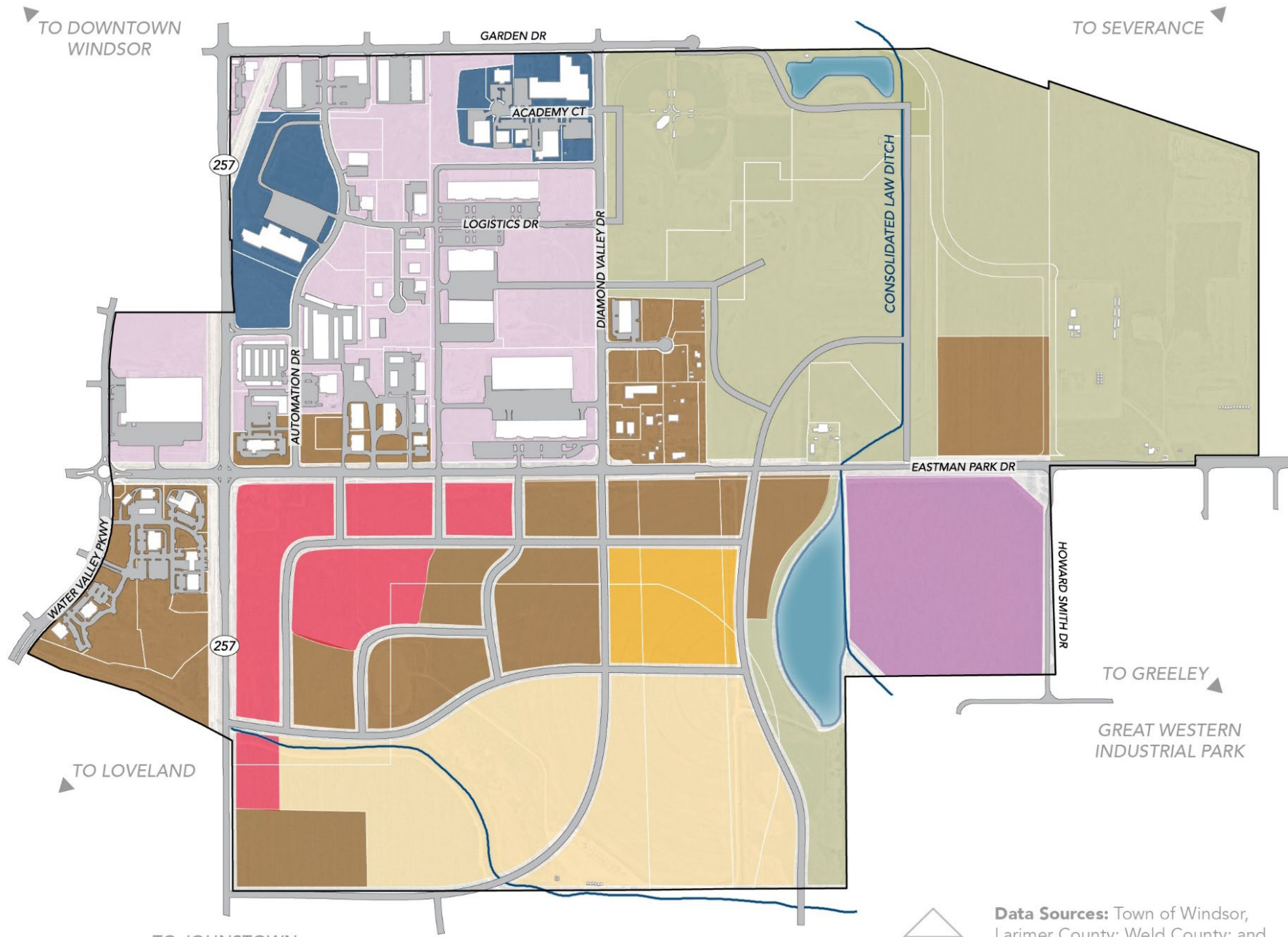
Goal 3.3: Protect the character of existing surrounding land uses.

Goal 3.4: Preserve the aesthetics and natural setting of the corridor.

Goal 3.5: Expand the use of development practices that foster a more sustainable corridor.

Goal 3.6: Prioritize multimodal connections in land use and development patterns.

Goal 3.7: Support existing proposed corridor destinations.

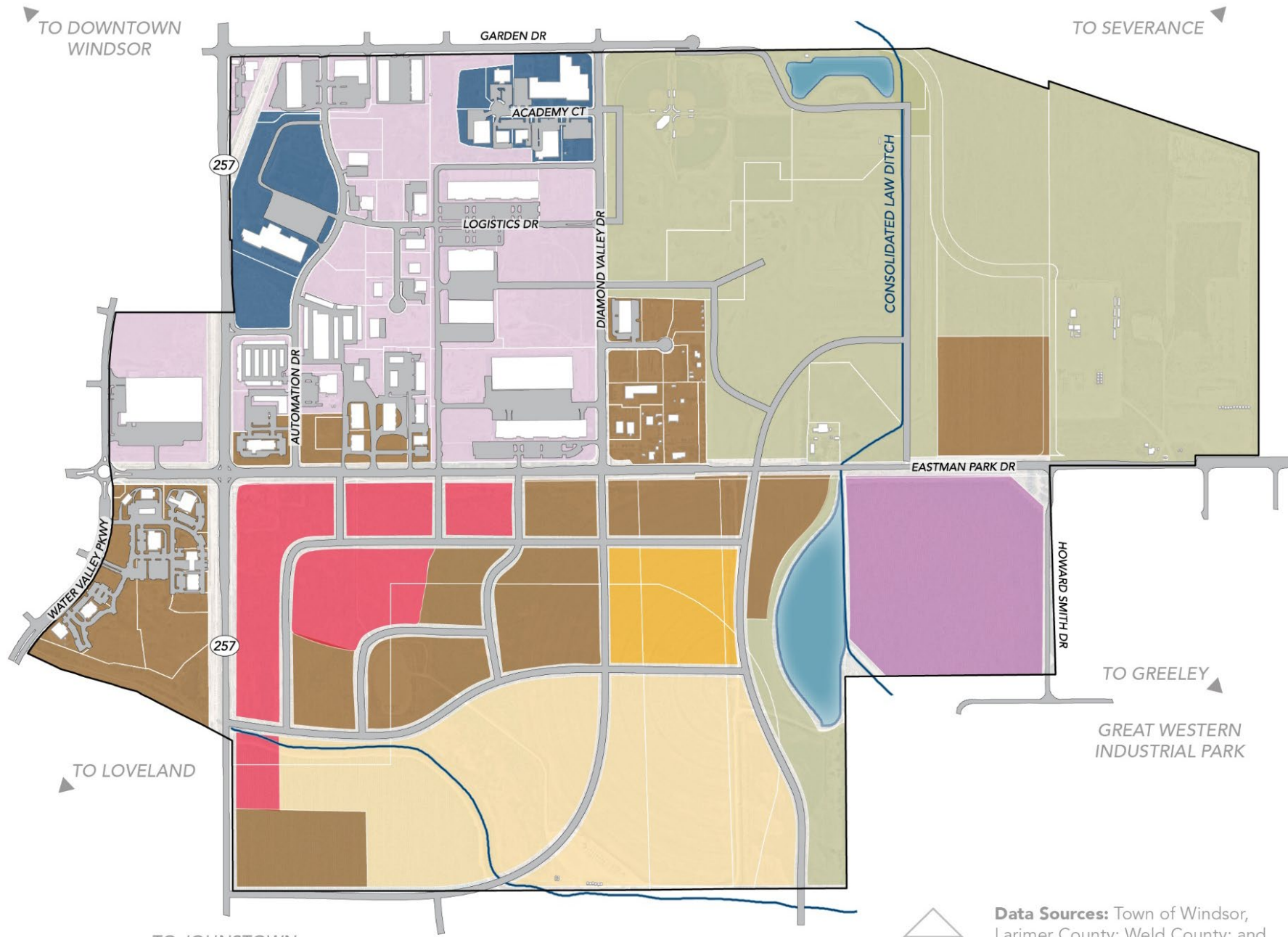


LAND USE FRAMEWORK

FUTURE LAND USES

- Recreation and Open Space
- Single Family Residential
- Multi-Family Residential
- Semi-Public
- Village Commercial
- Commercial Mixed Use
- Business/Flex/Light Industrial
- Industrial

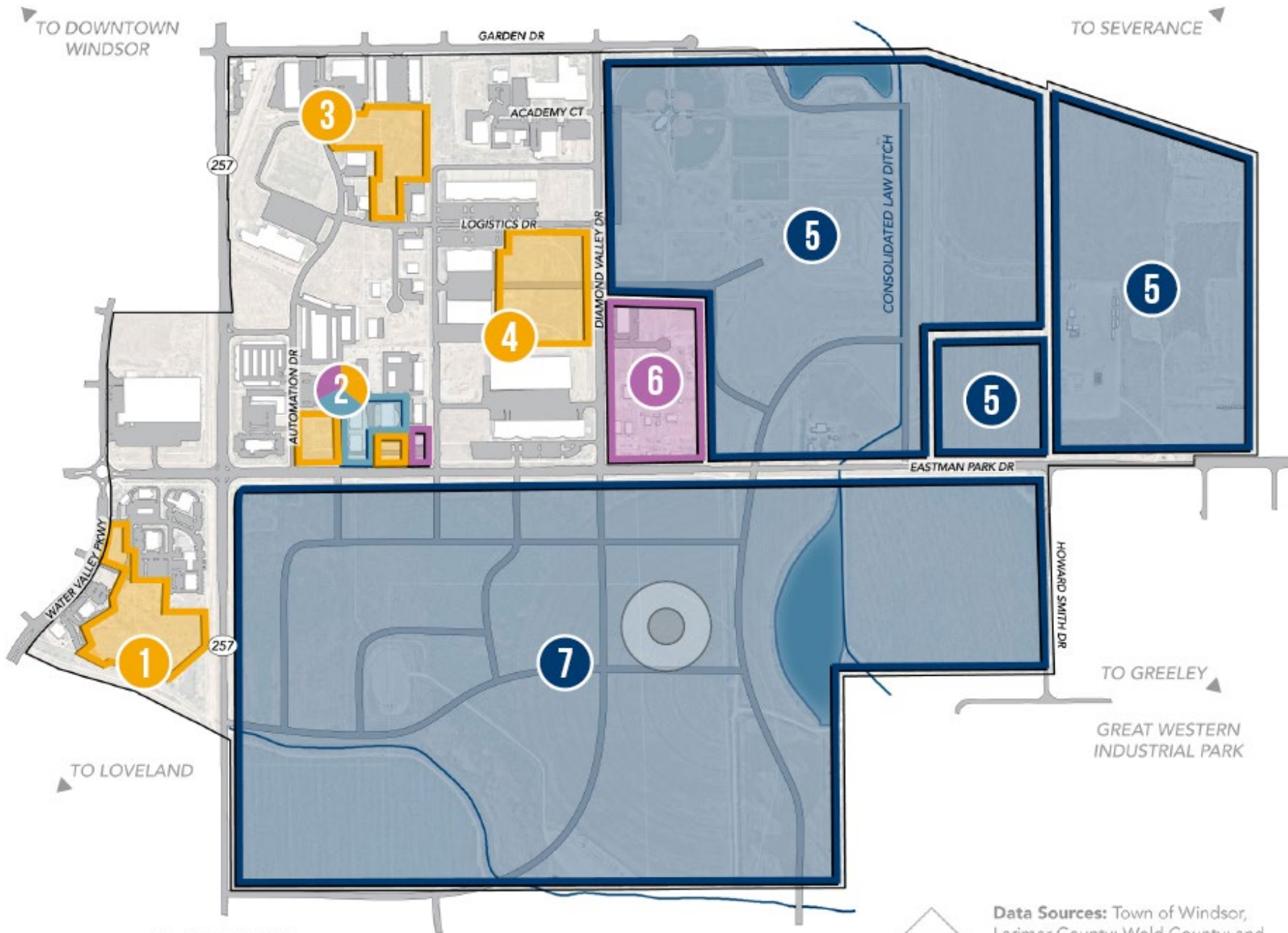




LAND USE FRAMEWORK

FUTURE LAND USES

- Recreation and Open Space
- Single Family Residential
- Multi-Family Residential
- Semi-Public
- Village Commercial
- Commercial Mixed Use**
- Business/Flex/Light Industrial
- Industrial



DEVELOPMENT FRAMEWORK

PROPOSED DEVELOPMENTS

- Adaptive Reuse Opportunity
- Development Opportunity
- Redevelopment Opportunity
- Infill Opportunity

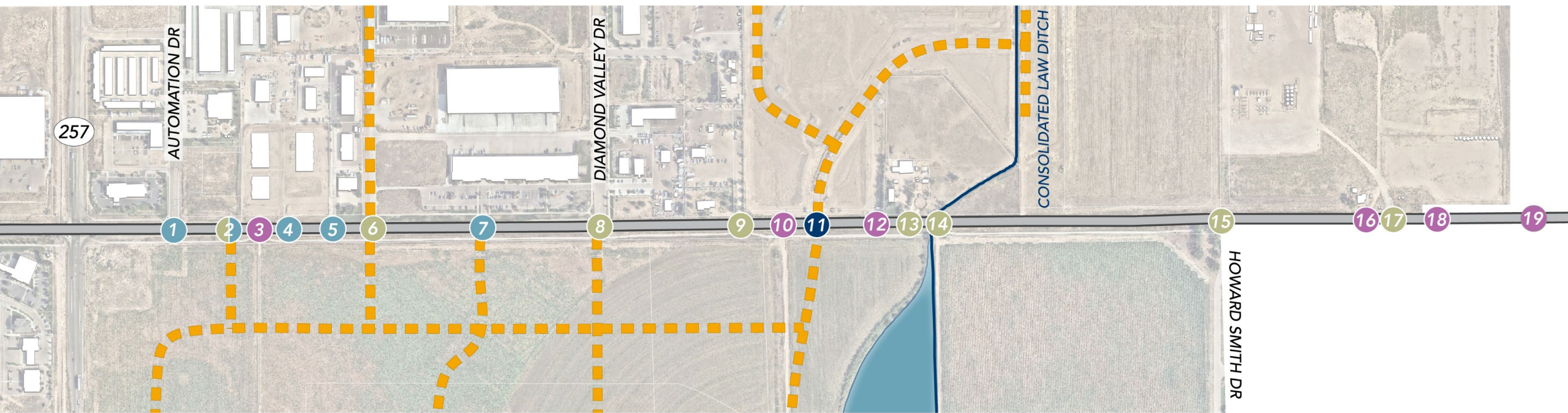
SECTION 4 — CREATING CONNECTIONS

Goal 4.1: Consider safety for all modes of transportation.

Goal 4.2: Implement the recommended Eastman Park Drive cross-sections.

Goal 4.3: Alleviate congestion for adjacent land uses.

SECTION 4 – CREATING CONNECTIONS



 Proposed Street

ACCESS POINTS

-  Maintain Full Movement
-  Restrict Movement
-  Close or Consolidate Access
-  New Access Point

Planning Commission Meeting - December 1, 2021

ACCESS CONTROL FRAMEWORK



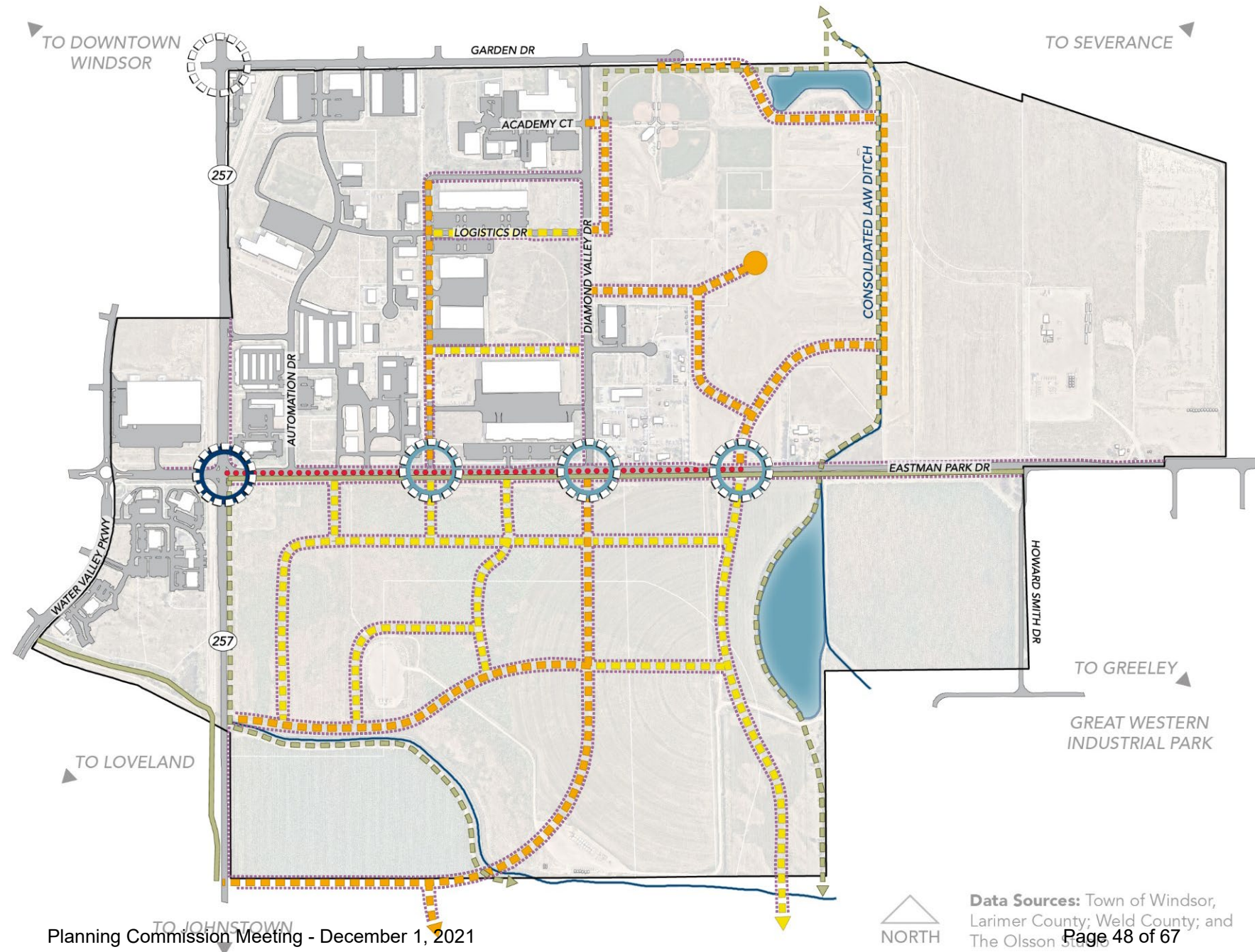
TRANSPORTATION AND CONNECTIVITY FRAMEWORK

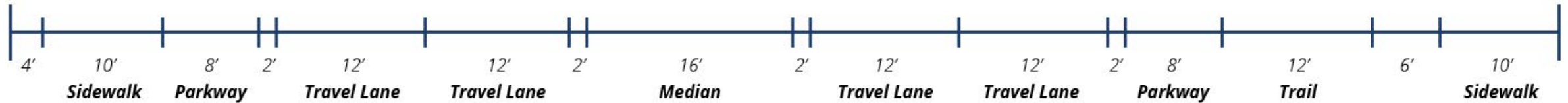
PROPOSED TRANSPORTATION NETWORK

-  Planned Public Street
-  Potential Public Street
-  Sidewalk
-  Street Widening
-  Trail
-  Signalized Intersection
-  Improved Signalized Intersection

EXISTING TRANSPORTATION FEATURES

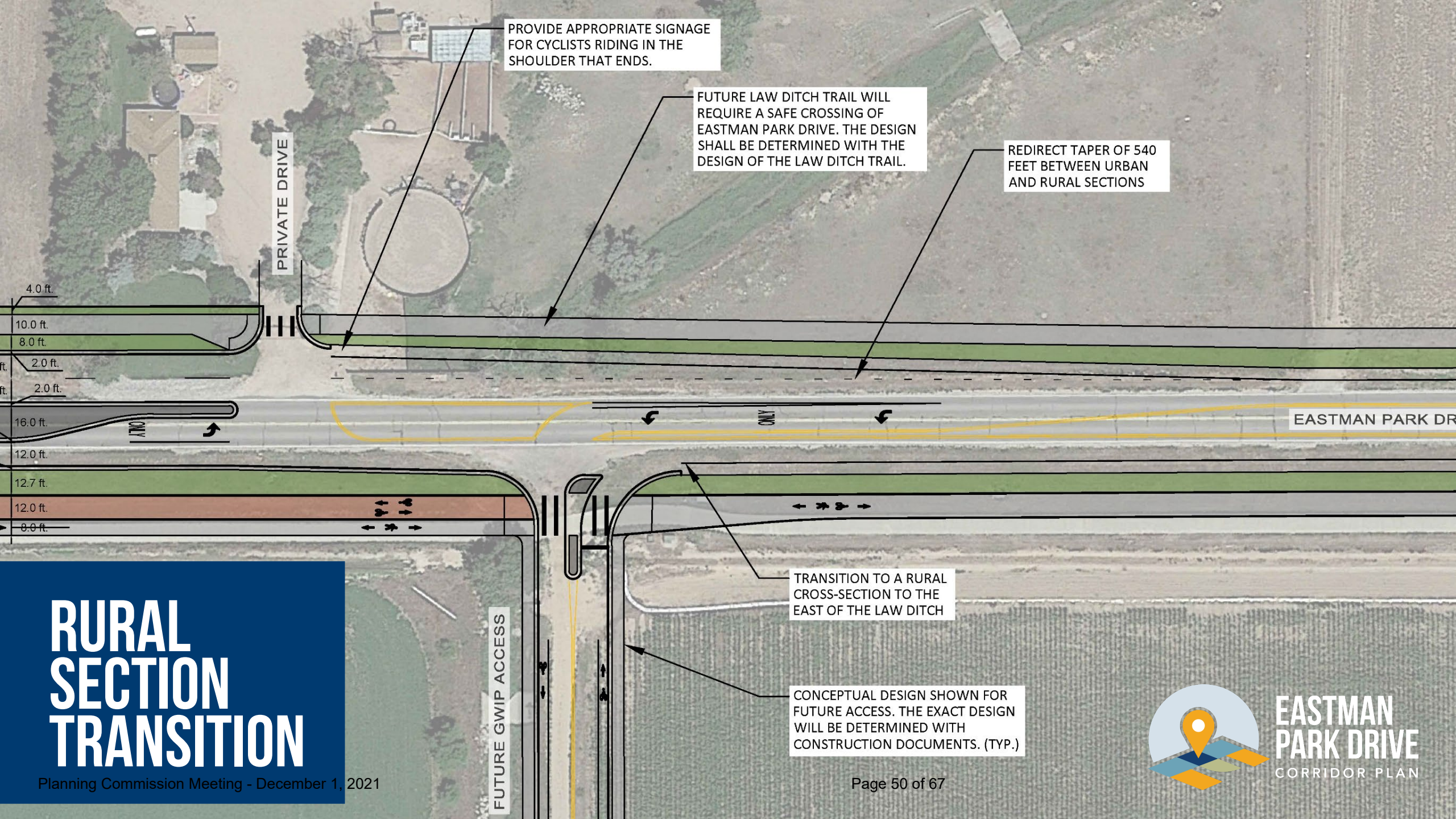
-  Signalized Intersection
-  Trail





TYPICAL URBAN SECTION

Planning Commission Meeting - December 1, 2021



PROVIDE APPROPRIATE SIGNAGE FOR CYCLISTS RIDING IN THE SHOULDER THAT ENDS.

FUTURE LAW DITCH TRAIL WILL REQUIRE A SAFE CROSSING OF EASTMAN PARK DRIVE. THE DESIGN SHALL BE DETERMINED WITH THE DESIGN OF THE LAW DITCH TRAIL.

REDIRECT TAPER OF 540 FEET BETWEEN URBAN AND RURAL SECTIONS

EASTMAN PARK DRIVE

FUTURE GWIP ACCESS

TRANSITION TO A RURAL CROSS-SECTION TO THE EAST OF THE LAW DITCH

CONCEPTUAL DESIGN SHOWN FOR FUTURE ACCESS. THE EXACT DESIGN WILL BE DETERMINED WITH CONSTRUCTION DOCUMENTS. (TYP.)

RURAL SECTION TRANSITION

Planning Commission Meeting - December 1, 2021

SECTION 5 — CREATING CHARACTER

Goal 5.1: Plan and design the Eastman Park Drive corridor with longevity and character to sustain investments and encourage private development.

Goal 5.2: Develop a pedestrian-oriented and connected environment.

Goal 5.3: Create a district brand, personality, and sense of place.

Goal 5.4: Properly balance development with green space preservation.

Goal 5.5: Develop with density and diversity.

Goal 5.6: Utilize Eastman Park Drive as a demonstration corridor for green infrastructure in the public right-of-way.

DESIGN GUIDELINES STRUCTURE



SITE GUIDELINES

- Layout/relationship of elements
- Screening
- Site landscaping
- Hardscape
- Retaining walls
- Site parking
- Universal design
- On-site signage
- Site lighting
- Pedestrian amenities

ARCHITECTURAL GUIDELINES

- Orientation
- Color and materials
- Height
- Entries and windows
- Awnings and canopies
- Rooflines
- Relief, detailing, and articulation
- Building signage and landscaping
- Architectural lighting
- Drive-throughs

PUBLIC REALM GUIDELINES

- Landscaping
- Medians
- Turf buffers
- Gateways
- Hardscape
- Furnishings
- Crosswalks
- Connectivity to private property
- Public realm lighting
- Banners and wayfinding

DESIGN GUIDELINES IMAGERY



SITE



ARCHITECTURAL



PUBLIC REALM





EASTMAN PARK DRIVE

STATE HIGHWAY 257

STATE HIGHWAY 257

EASTMAN PARK DRIVE



**EASTMAN
PARK DRIVE**
CORRIDOR PLAN

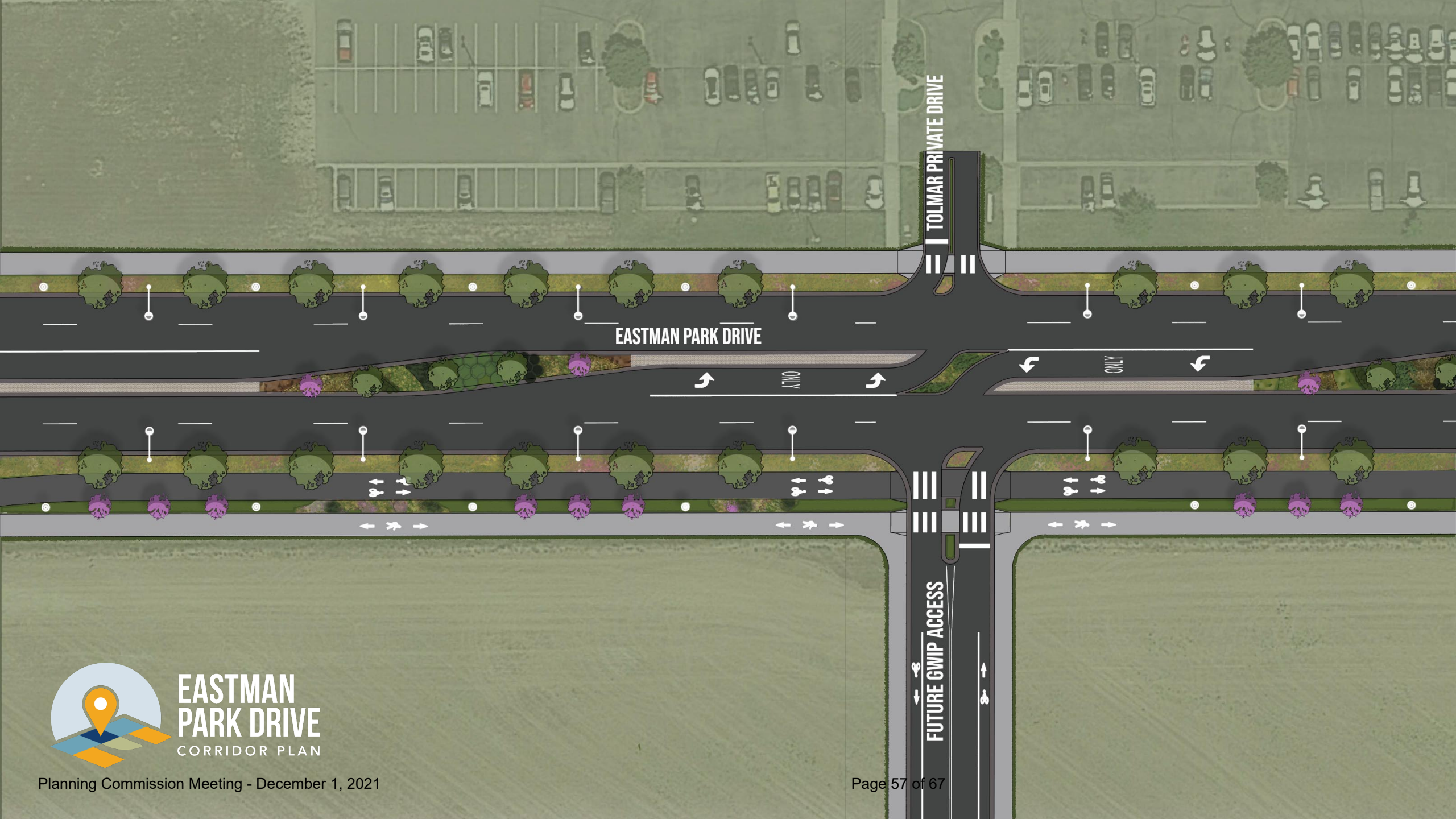


EASTMAN PARK DRIVE

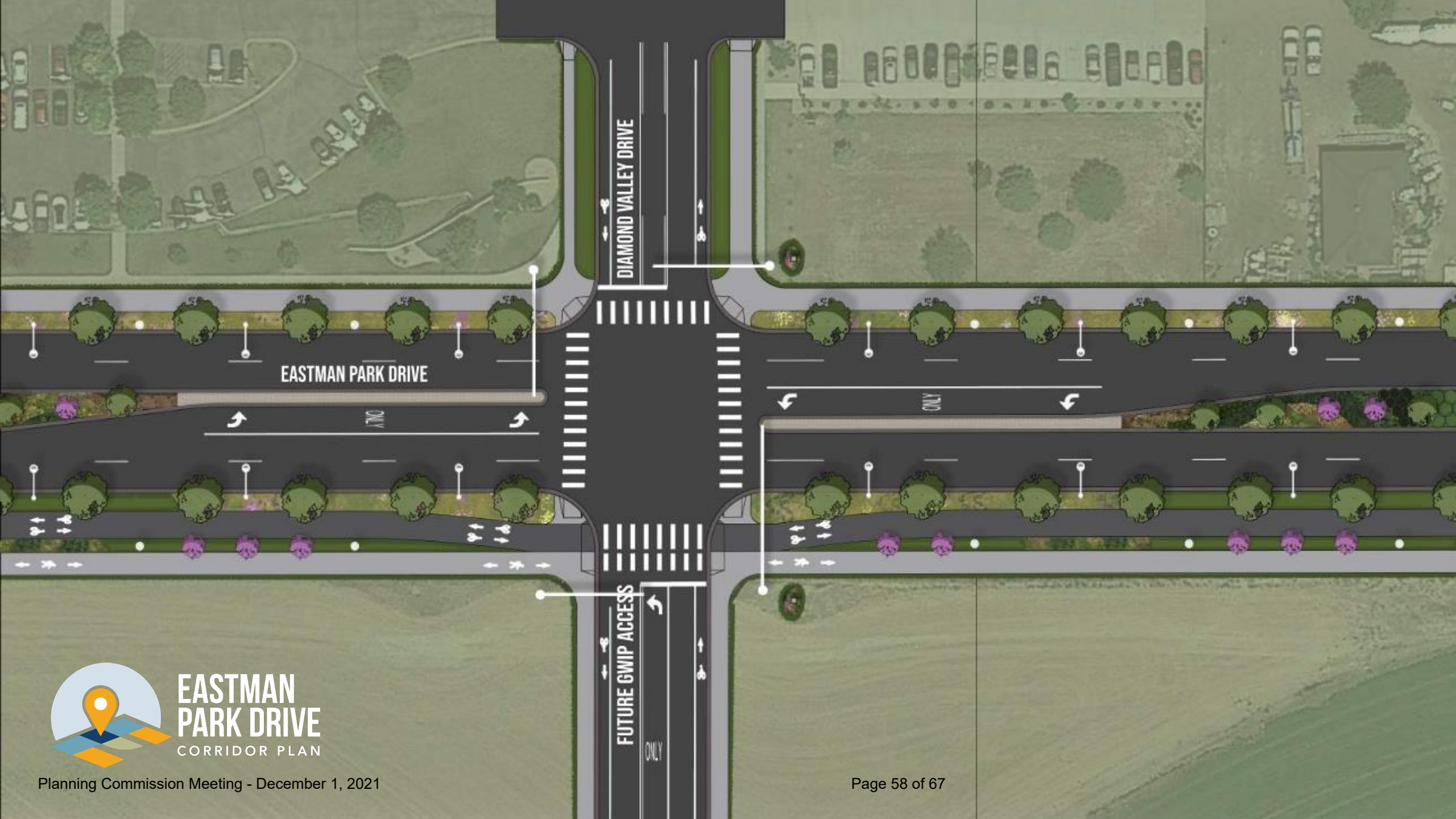
CORRIDOR PLAN



**EASTMAN
PARK DRIVE**
CORRIDOR PLAN



**EASTMAN
PARK DRIVE**
CORRIDOR PLAN



**EASTMAN
PARK DRIVE**
CORRIDOR PLAN



PRIVATE DRIVE

EASTMAN PARK DRIVE

FUTURE LEGENDS SPORTS
PARK ACCESS

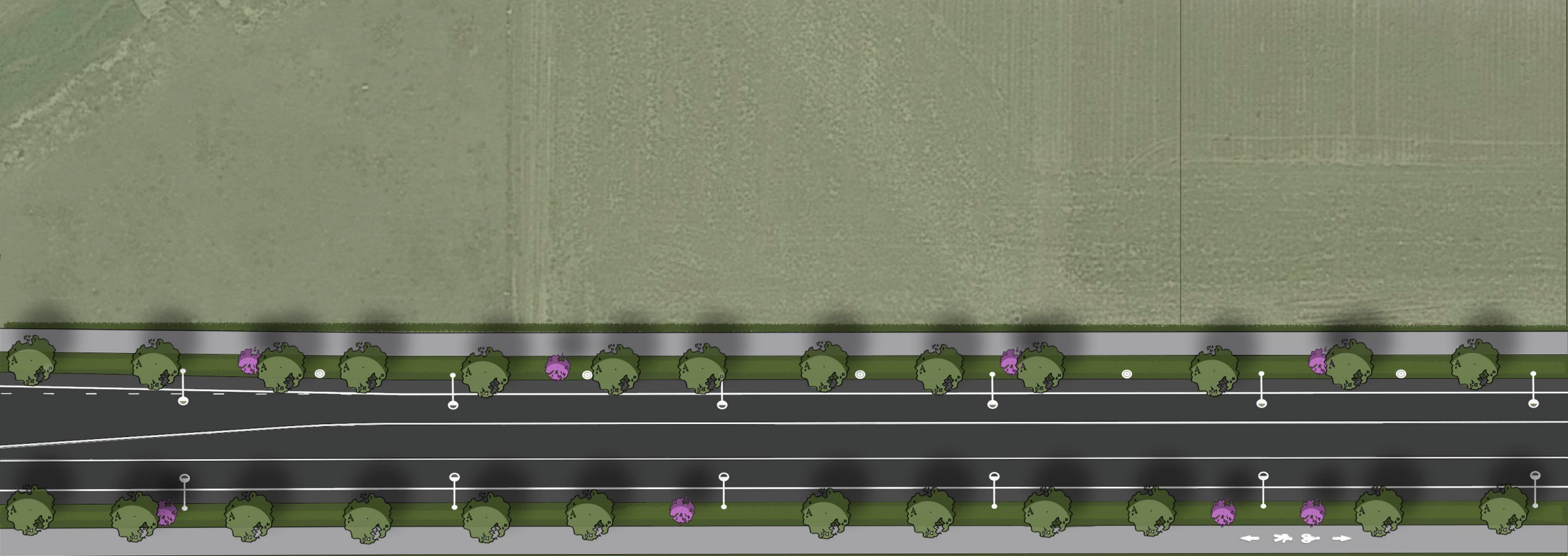
FUTURE GWIP ACCESS



**EASTMAN
PARK DRIVE**
CORRIDOR PLAN



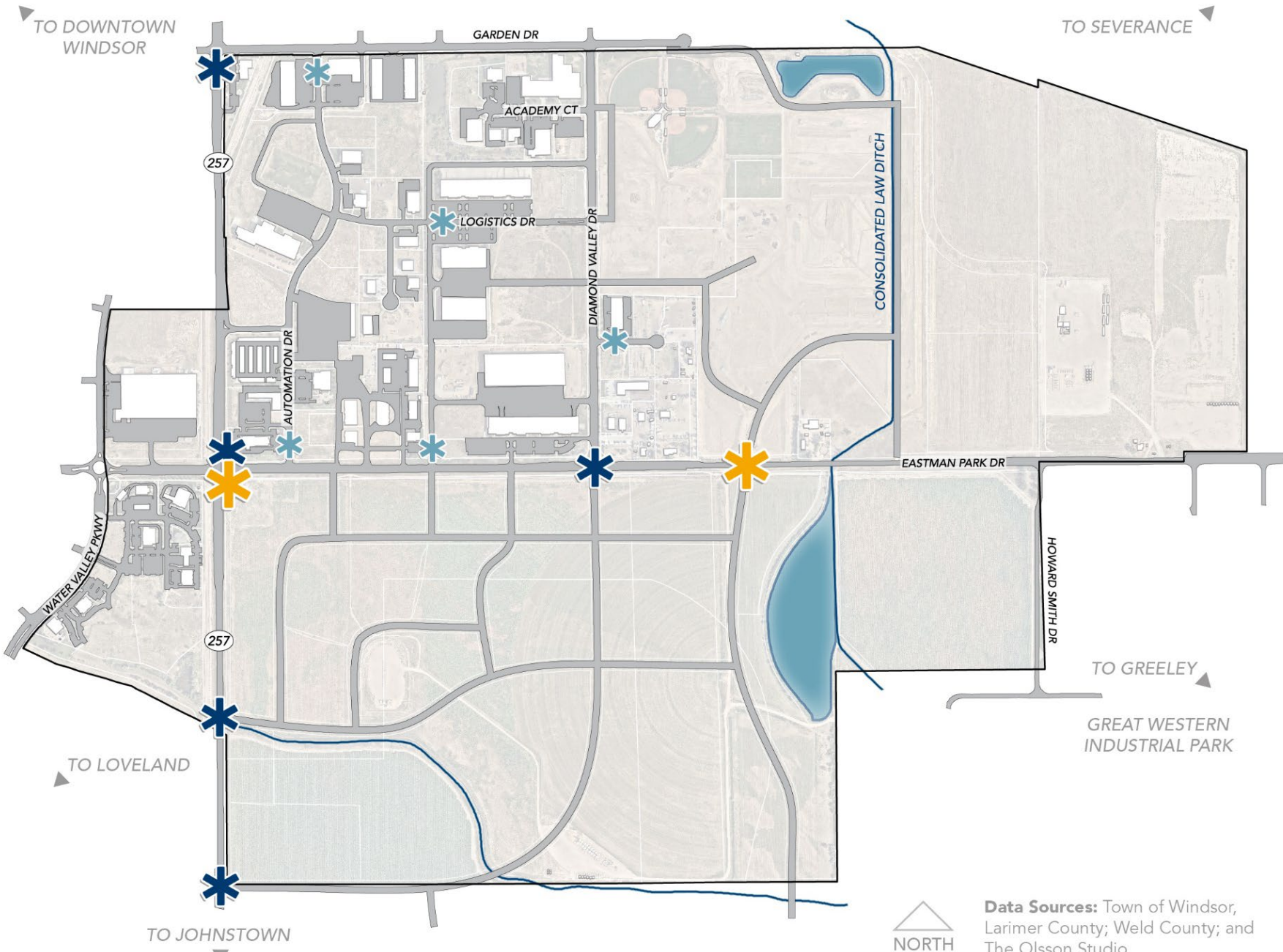
**EASTMAN
PARK DRIVE**
CORRIDOR PLAN



EASTMAN PARK DRIVE CORRIDOR PLAN



EASTMAN PARK DRIVE CORRIDOR PLAN



GATEWAYS FRAMEWORK

PROPOSED GATEWAYS

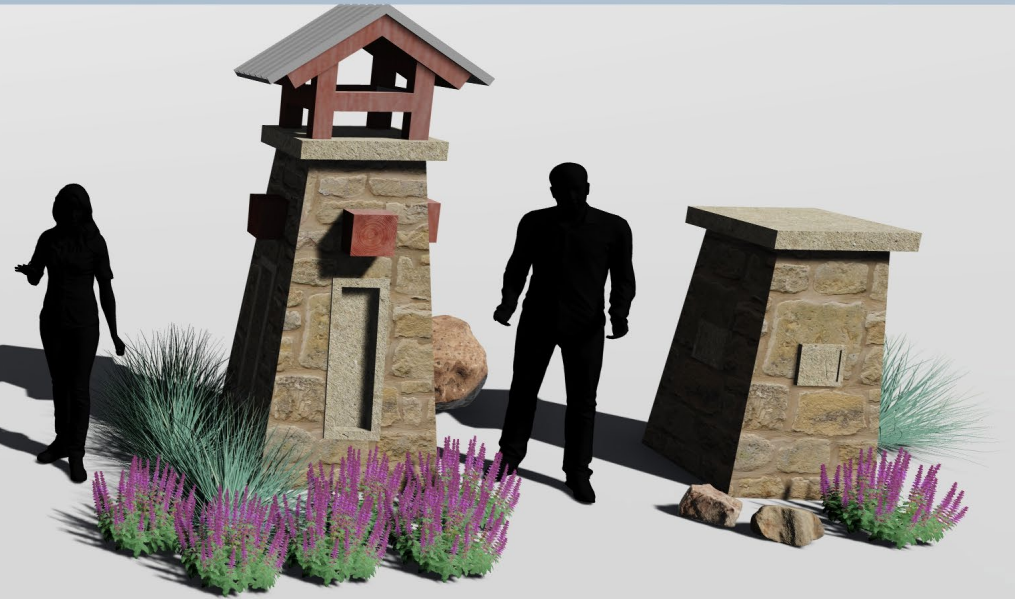
-  Primary Gateway
-  Secondary Gateway
-  Tertiary Gateway



FAMILY OF GATEWAYS



**PRIMARY
GATEWAY**



**SECONDARY
GATEWAY**

**TERTIARY
GATEWAY**

WHAT'S AROUND THE CORNER?

 **TOWN BOARD MEETING - CONSIDERATION OF ADOPTION**
December 13, 2021

An aerial rendering of a city development, likely a university campus or a new urban district. The scene shows various buildings, including a large multi-story building at the top, several smaller commercial or institutional buildings, and a large parking lot filled with cars. A prominent location pin graphic, consisting of a large white circle and a smaller yellow circle, is overlaid on the right side of the image. The word "QUESTIONS?" is written in large, white, sans-serif capital letters across the center of the image.

QUESTIONS?

THANK YOU!

