Planning Commission Regular Meeting

August 7, 2024 - 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

Chairman Reddick called the meeting to order at 7:01 p.m.

1. Roll Call

Present:	Chairman Reddick Vice-Chair Nader David Hassard Jordan Spight John Neal
Absent:	Nathan Kinney Ben Kirch
Also Present:	Town Board Liaison Hallett Kim Emil, Deputy Town Attorney Carlin Malone, Chief Planner Kyra Mckinley, Visual Media Coordinator Laura Richardson, Assistant Town Clerk

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

   Planning Commissioner Nader moved to approve the agenda as presented, Planning Commissioner Hassard seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Maxwell Nader, Jordan Spight, John Neal; Nays - None; Motion Passed.

3. Public Invited to be Heard

   Chairman Reddick opened the meeting up for public comment on any non-agenda item, to which there were none.

B. CONSENT CALENDAR

1. Approval of the July 17, 2024, Planning Commission Regular Meeting Minutes - K. Frawley, Town Clerk

   Planning Commissioner Nader moved to approve the consent calendar, Planning Commissioner Spight seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Maxwell Nader, Jordan Spight, John Neal; Nays - None; Motion Passed.

   Jason Hallett, Town Board Liaison, gave a statement to the Planning Commission.

   "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."

C. BOARD ACTION

1. Public Hearing - South Gate 8th (Aims Windsor) Annexation to the Town of Windsor and Establishment of Zoning - Michael Millsapps, Aims Community College, owner representative/applicant; Megan Walter, Sunny Civil, applicant's engineer/representative

   Executive Summary
   Mike Millsapps of Aims Community College, owner/petitioner/applicant, represented by Megan Walter of Sunny Civil, filed a Petition to Annex 4.13 acres of property to the Town of Windsor and establish zoning of GC (General Commercial). The subject property is the last portion of unincorporated Weld County within the South Gate Business Park Subdivision area, located north of US Highway 34, south of South Gate Drive. The annexation is a logical extension of the Town Limits because it is within the Town's GMA (Growth Management Area), complies with Colorado Revised Statutes, the Town's Comprehensive Plan with its Future Land Use Plan, including the Future Land Use US Highway 34 Area Plan, and Goals and Policies; as well as the Town's Municipal Code.

   Staff is recommending that the Planning Commission forward to the Town Board a recommendation of approval of the annexation and establishment of zoning, subject to any Planning Commission and staff comments being addressed.

   Carlin Malone, Chief Planner, presented to the Planning Commission.

   Chairman Reddick opened the meeting up for public comment, to which there were none.

   Chairman Reddick opened the meeting up for Planning Commission comments and questions. Commissioner Nader requested clarification on the zoning establishment to which Carlin Malone, Chief Planner, provided.

   Planning Commissioner Nader moved to close the public hearing, Planning Commissioner Neal seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Maxwell Nader, Jordan Spight, John Neal; Nays - None; Motion Passed.

2. Recommendation to Town Board - South Gate 8th (Aims Windsor) Annexation to the Town of Windsor and Establishment of Zoning - Michael Millsapps, Aims Community College, owner representative/applicant; Megan Walter, Sunny Civil, applicant's engineer/representative

   Please refer to public hearing item material.

   Planning Commissioner Nader moved to forward a recommendation of approval to the Town Board of the South Gate 8th (Aims Windsor) Annexation to the Town of Windsor Including the Establishment of the General Commercial Zoning. Planning Commissioner Neal seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Maxwell Nader, Jordan Spight, John Neal; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Planning Commission

   Chairman Reddick clarified to the Planning Commission that the presentation for future agenda item regarding the cell tower would be given at the next meeting for both the Planning Commission to ask questions and public comment to be heard.

2. Communications from Town Board Liaison

   Kim Emil, Deputy Town Attorney, advised that she will not be present at the next Planning Commission meeting, however, Daniel Money, Town Attorney, would be.

3. Communications from Staff

   Jason Hallett, Town Board Liaison, provided an update regarding the Town Board District 4 vacancy and creation of a Charter Committee.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:26 p.m.

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Laura Richardson, Assistant Town Clerk