



Planning Commission Regular Meeting

February 5, 2025 - 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 7:00 p.m.

1. Roll Call

Present: Chairman Reddick
Vice-Chair Nader
Nathan Kinney
David Hassard
Ben Kirch
Jordan Spight
John Neal

Absent: Ben Kirch

Also Present: Town Board Liaison Hallett
Scott Ballstadt, Planning Director
Kim Mihm, Deputy Town Attorney
Carlin Malone, Chief Planner
Sandra Mezzetti, Senior 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, Nathan Kinney; 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 November 20, 2024, Planning Commission Regular Meeting Minutes - L. Richardson, Assistant Town Clerk

Planning Commissioner Nader moved to approve the consent calendar as presented, 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, Nathan Kinney; Nays - None; Motion Passed.

Jason Hallett, Town Board Liaison, gave a statement to the 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 - Request to Rezone 1.06 acres within Raindance Subdivision 21st Filing, Tract A, from SF-1 (Single Family Residential) to ER (Estate Residential) - Garrott Scallon, The Water Valley Company, property owner representative; Martin Lind, Raindance Aquatic Investments LLC, owner.

Executive Summary

The applicant's representative, Mr. Garrett Scallon, of The Water Valley Company, has submitted an application on behalf of Martin Lind, Raindance Aquatic Investments LLC, to rezone 1.06 acres from SF-1 (Single Family Residential) to ER (Estate Residential) within a 5.71-acre parcel of land known as Raindance Subdivision 21st Filing, Tract A. The subject property is located at 31013 County Road 64, approximately a ½ mile north of New Liberty Road and approximately a ½ mile west of 7th Street, near the northeast corner of Raindance National Golf Course. The parcel is currently split-zoned SF-1 and ER, and the proposed rezone will rectify the condition with ER zone district for the entire parcel. The existing use is a golf course maintenance building, and golf course is a permitted use in the ER zone district.

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, to which there were none.

Chairman Reddick closed the public hearing.

2. Recommendation to Town Board - Request to Rezone 1.06 acres within Raindance Subdivision 21st Filing, Tract A, from SF-1 (Single Family Residential) to ER (Estate Residential) - Garrott Scallon, The Water Valley Company, property owner representative; Martin Lind, Raindance Aquatic Investments LLC, owner.

Please refer to public hearing item materials.

Planning Commissioner Nader moved to forward a recommendation of approval to the Town Board for the Request to Rezone 1.03 acres within Raindance Subdivision 21st Filing, Tract A, from SF-1 to ER, 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, Nathan Kinney; Nays - None; Motion Passed.

3. Public Hearing - Request to Remove a PUD (Planned Unit Development) Zoning Overlay from a RMU-2 (Residential Mixed Use-2) Zone District - Overland 368- Chad Ellington, applicant, Peak Development Group; and Shelley LaMastra, applicant's representative, RVi Planning + Landscaping

Executive Summary

The applicant's representative, Ms. Shelley LaMastra of RVi Planning + Landscaping, has submitted an application on behalf of Peak Development Group, represented by Mr. Chad Ellington, to rezone approximately 173 acres known as Overland 368 annexation. The subject property is located west of State Highway 257, east of 15th Street, and north of the Great Western Railway in the Town of Windsor. In addition, the applicant's representative has submitted an application for a master plan amendment, which is being processed concurrently with the rezoning application.

The rezone application has been reviewed in accordance with Article II of Chapter 14 of the Municipal Code, specifically Sec. 14-2-70, which outlines the review criteria for a rezoning application. The rezoning application complies with the following criteria outlined in the Municipal Code:

- The proposal complies with the Comprehensive Plan's goals and policies.
- The development does not result in undue or unnecessary burdens on existing infrastructure.
- The density is consistent with the zoning district (RMU-2), the Comprehensive Plan Land Use Plan, and applicable utility capacity studies.
- The proposal is accompanied by a master plan that demonstrates compatibility with adjacent uses to the north, Tacincala Subdivision Filings 1 & 2, single-family detached, attached, and cottage homes (under construction), south, Trevenna Subdivision, single-family detached and attached dwelling units (under construction), and to the west, Windshire Subdivision, single-family detached dwelling units and apartments adjacent to 15th Street. The proposal is directly east of the Town's Public Services campus and the new north town campus. The master plan provides a commercial element anticipated to serve those who utilize the public works campus and the new town campus, which includes the new Windsor Police Department, the new Weld RE-4 middle school, and a future town park.
- The proposal serves a community need or amenity that was not considered at the time of the initial zoning of the property.

Sandra Mezzetti, Senior Planner, and Shelley LaMastra, applicant's representative, presented to the Planning Commission.

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

Chairman Reddick opened the meeting up for Planning Commission comments and questions. Commissioner Neal asked about the estimated increase in Windsor residents, to which Shelley LaMastra, applicant's representative, responded. Commissioner Hassard asked questions regarding zoning, to which Sandra Mezzetti, Senior Planner, answered.

Chairman Reddick closed the public hearing.

4. Recommendation to Town Board - Request to Remove a PUD (Planned Unit Development) Zoning Overlay from a RMU-2 (Residential Mixed Use-2) Zone District - Overland 368 - Chad Ellington, applicant, Peak Development Group; and Shelly LaMastra, applicant's representative, RVi Planning + Landscaping

Please refer to the information included with the rezoning public hearing item.

Planning Commissioner Nader moved to forward a recommendation of approval to the Town Board to request to remove the PUD Zoning Overlay from a RMU-2 Zone District. 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, Nathan Kinney; Nays - None; Motion Passed.

5. Public Hearing - Overland 368 Master Plan Amendment - Chad Ellington, applicant, Peak Development Group; Shelley LaMastra, applicant's representative, RVi Planning + Landscaping

Executive Summary

The applicant's representative, Ms. Shelley LaMastra of RVi Planning + Landscaping, has submitted an application on behalf of Peak Development Group, represented by Mr. Chad Ellington, the applicant's representative, has submitted an application for a master plan amendment. The subject property is located west of State Highway 257, east of 15th Street, and north of the Great Western Railway in the Town of Windsor.

The master plan application has been reviewed in accordance with Article II of Chapter 14 of the Municipal Code, specifically Sec. 14-2-40, which outlines the review criteria for a master plan. The master plan amendment application complies with the following criteria outlined in the Municipal Code:

- The proposal complies with the Comprehensive Plan's goals and policies, the municipal code, and all other applicable adopted plans and policies.
- The development does not result in undue or unnecessary burdens on existing infrastructure and public improvements.
- The density is consistent with the zoning district (RMU-2), the Comprehensive Plan Land Use Plan, and applicable utility capacity studies.
- Transportation improvements are consistent with the Town's Roadway Improvement Plan, Subdivision Street Standards, the Town Design Criteria and construction specifications, Transportation Master Plan, Trail System Master Plan, and the Complete Streets Guide.
- Provision for utilities to serve the property shall be in accordance with Design Criteria & Construction Specifications and any other utility provider requirements.
- The proposal demonstrates compatibility with adjacent uses to the north, Tacincala Subdivision Filings 1 & 2, single-family detached, attached, and cottage homes (under construction), south, Trevenna Subdivision, single-family detached and attached dwelling units (under construction), and to the west, Windshire Subdivision, single-family detached dwelling units and apartments adjacent to 15th Street. The proposal is directly east of the Town's Public Services campus and the new north town campus. The master plan provides a commercial element, anticipated to serve those who utilize the public works campus, and the new town campus, which includes the new Windsor Police Department, the new Weld RE-4 middle school, and a future town park.

Sandra Mezzetti, Senior 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 Hassard asked about road development and guest parking, to which Sandra Mezzetti, Senior Planner, Shelley LaMastra, applicant's representative, and Kim Mihm, Deputy Town Attorney, answered. Commissioner Neal asked about the irrigation water source, to which Chad Ellington, applicant, answered.

Chairman Reddick closed the public hearing.

6. Recommendation to Town Board - Overland 368 Master Plan Amendment - Chad Ellington, applicant, Peak Development Group; Shelley LaMastra, applicant's representative, RVI Planning + Landscaping

Please refer to the information included with the master plan amendment public hearing item.

Planning Commissioner Nader moved to forward a recommendation of approval to the Town Board for the Overland 368 Master Plan Amendment. 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, Nathan Kinney; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Planning Commission

Chairman Reddick advised that he will be on vacation in March, however, it will not overlap any Planning Commission Meetings.

2. Communications from Town Board Liaison

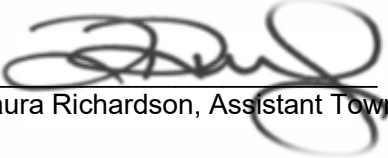
Town Board Liaison Hallett updated the Planning Commission on the newly acquired open space, the remodeling of the Chimney Park Pool and the Special Election.

3. Communications from Staff

Scott Ballstadt, Director of Planning, reminded the Planning Commission about the February 10, 2025, work session with the Town Board and about the APA National Conference in Denver happening March 29, 2025, through April 1, 2025.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:56 p.m.



Laura Richardson, Assistant Town Clerk