



PLANNING COMMISSION REGULAR MEETING

August 6, 2025 - 7:00 PM

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

To view Planning Commission meeting broadcasts, visit

www.windsorgov.com/MeetingsOnDemand.

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
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. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.

The Planning Commission will not respond to any questions or comments made by the public during this section of the meeting, though it will take all input under advisement. If requesting a response from the Town, please leave your contact information with the Town Clerk. The Town Manager or other appropriate staff member will reach out after the meeting to address specific questions or concerns when appropriate.

B. CONSENT CALENDAR

1. Approval of the June 18, 2025, Planning Commission Regular Meeting Minutes - L. Richardson, Assistant Town Clerk

C. BOARD ACTION

1. Public Hearing- Final Major Subdivision, Greenspire Subdivision 7th Filing - John Hall, Lot Holding Investments LLC, Owner, and Abdul Barzak, Ripley Design, Inc., Applicant
 - Quasi-judicial action
 - Staff presentation: Kelsey Robertson, Senior Planner
2. Recommendation to Town Board - Final Major Subdivision, Greenspire Subdivision 7th Filing - John Hall, Lot Holding Investments LLC, Owner, and Abdul Barzak, Ripley Design, Inc., Applicant
 - Quasi-judicial action
 - Staff presentation: Kelsey Robertson, Senior Planner

D. COMMUNICATIONS

1. Communications from Planning Commission
2. Communications from Town Board Liaison
3. Communications from Staff

E. ADJOURN

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.



MEMORANDUM

Date: August 6, 2025
To: Planning Commission
From:
Re: Approval of the June 18, 2025, Planning Commission Regular Meeting Minutes - L. Richardson, Assistant Town Clerk
Item #: B.1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. 06.18.25 PC Draft Minutes



Planning Commission Regular Meeting

June 18, 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
David Hassard
Ben Kirch
Jordan Spight
Nancy Frase

Absent:

Nathan Kinney
John Neal

Also Present:

Town Board Liaison Hallett
Kim Emil, Deputy Town Attorney
Carlin Malone, Chief Planner
Kim Lambrecht, Long Range 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 Kirch 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, Ben Kirch, Maxwell Nader, Jordan Spight, Nancy Frase; 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 June 4, 2025, Planning Commission Regular Meeting Minutes - L. Richardson, Assistant Town Clerk

Planning Commissioner Nader moved to approve the consent calendar with the amendment of the correction to the Charter Review Ad Hoc Committee in item D1, Planning Commissioner Kirch seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Ben Kirch, Maxwell Nader, Jordan Spight, Nancy Frase; Nays - None; Motion Passed.

C. BOARD ACTION

1. Public Hearing - An Ordinance Amending the Town of Windsor Land Use Code, Chapters 14, 15 and 16, Concerning Land Use Application Procedures, Development Standards and Land Uses in the Central Business District - Carlin Malone, Chief Planner, and Kimberly Lambrecht, Long Range Planner

Executive Summary

The WDA (Windsor Downtown Alliance) and the Town developed what is known as the Windsor Downtown Master Plan. This plan was accepted by the Town Board in 2024. As part of the implementation strategies within this master plan, a team from RVi Planning, Town staff, and WDA, investigated and analyzed methods within the Town's land use codes where amendments would identify compatible land uses and provide cohesive design standards for the walkable downtown area. The team also revised the land use application procedures to address certain uses needing additional design compatibility within the CB (Central Business) District, also known as Windsor's Downtown.

Staff is recommending that the Planning Commission forward to the Town Board a recommendation of approval of the ordinance amending Chapters 14, 15 and 16, subject to any Planning Commission comments being addressed, as stated in the staff recommendation section.

Carlin Malone, Chief Planner, and Kim Lambrecht, Long Range Planner, 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 Hassard advised that he reviewed the information in detail, thanked the Planning Department staff along with other contributors and advised that he was comfortable with the results. Commissioner Frase asked a question regarding home-based businesses, to which Carlin Malone, Chief Planner, answered. Commissioner Nadar requested clarification regarding the previous resolutions and ordinances, to which Kim Lambrecht, Long Range Planner, responded. Commissioner Kirch asked questions regarding signage and building materials, to which Kim Lambrecht and Chairman Reddick answered.

2. Recommendation to Town Board - An Ordinance Amending the Town of Windsor Land Use Code, Chapters 14, 15 and 16, Concerning Land Use Application Procedures, Development Standards and Land Uses in the Central Business District - Carlin Malone, Chief Planner, and Kimberly Lambrecht, Long Range Planner

Please refer to public hearing item materials.

Planning Commissioner Nader moved to forward to the Town Board a recommendation of approval for an Ordinance amending the Town of Windsor Land Use Code, Chapters 14, 15 and 16, Concerning Land Use Application Procedures, Development Standards and Land Uses in the Central Business District that is inclusive of all the staff presentation and staff comments, Planning Commissioner Hassard seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Ben Kirch, Maxwell Nader, Jordan Spight, Nancy Frase; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Planning Commission

Commissioner Hassard and Chairman Reddick advised that they would not be available for the Planning Commission Regular meeting scheduled for July 2, 2025, that will likely be cancelled.

2. Communications from Town Board Liaison

Town Board Liaison Hallett provided an update regarding Weld RE-4's last meeting, a proposed ordinance regarding sexual offenders that the Town Board is reviewing, the allocation of Traffic Offense fees, and the Windsor Downtown Alliance.

3. Communications from Staff

Kimberly Lambrecht, Long Range Planner, provided an update on the future Community Development Center.

Kimberly Mihm, Deputy Town Attorney, advised that some staff members would be attending the Colorado Municipal League Conference in Breckenridge next week.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:43 p.m.

Laura Richardson, Assistant Town Clerk



MEMORANDUM

Date: August 6, 2025
To: Planning Commission
From: Kelsey Robertson, Senior Planner
Re: Public Hearing- Final Major Subdivision, Greenspire Subdivision 7th Filing - John Hall, Lot Holding Investments LLC, Owner, and Abdul Barzak, Ripley Design, Inc., Applicant
Item #: C.1.

Background / Discussion:

The applicant's representative, Mr. Abdul Barzak of Ripley Design Inc. has submitted an application on behalf of the property owner, Lot Holding Investments, LLC, represented by Mr. John Hall, for a final major subdivision plat for the Greenspire Subdivision 7th Filing, located north of Windsor Lake, and east of State Highway 257, in the Town of Windsor.

The subject subdivision is zoned Residential Mixed Use (RMU-1) and is a 10.25-acre portion of the previously platted Greenspire Subdivision (1st Filing). The proposed subdivision reduces the number of single-family residential lots from 61 to 52, maintaining previously platted tracts for pedestrian access to the Windsor Lake Trail, open space, and a Town of Windsor dedicated park. The reduction in lots is to accommodate the desired product type and market demand.

There have been no changes since the Planning Commission's approval of the preliminary major subdivision on April 16th, 2025.

Zoning and uses for abutting properties include the following:

	Zoning	Current Use
West	RMU-1 (Residential Mixed Use) and ROL (Recreation Open Lands)	Agriculture (Breniman Farms) and Windsor Lake Trail and Open Space
East	RMU-1 (Residential Mixed Use-One)	Greenspire Subdivision undeveloped single-family residential lots and Town of Windsor Open Space
North	RMU-1 (Residential Mixed Use-One)	Undeveloped single-family residential lots (Greenspire); agriculture (Breniman Farms)
South	Recreation and Open Lands	Windsor Lake Trail and Open Space

Development characteristics:

- 10.246 total acres
- Replat of Blocks 45-51 of Greenspire 1stFiling (2005)
 - Reduction of 9 lots (61 to 52)
- 52 residential units (varying lot sizes and types)
 - Single-family residential lots – single-family detached – front-loaded
- Primary access points: Greenspire Drive / Sundance Drive / Snowcap Drive
- Dedicated Park from 1st Filing (Wayne Miller Park)
- Maintaining previously approved landscape, open space, and parks acreage per Greenspire Subdivision 1st Filing.
- No proposed changes to road right-of-way

Infrastructure: The established roadway network is to remain unchanged, and there are no adjustments to public improvements. Established easements are to remain unchanged, as the subject subdivision proposes only a consolidation of lots, reducing the existing subdivision by nine lots.

Landscaping: No changes are proposed to the original approved landscape plans or open space areas with this submittal. Nearby tracts containing open space and landscaping will remain and are not included within the boundary of this proposal.

Uses: No changes to zoning or uses are requested with this application.

Review Criteria

The application is consistent with the following review criteria in Municipal Code Sec. 14-2-60(b) for final major subdivisions:

1. The proposal complies with the Comprehensive Plan's goals and objectives, this Code, the applicable Master Plan, and all other applicable adopted plans or policies.
2. The proposed development does not result in undue or unnecessary burdens on the existing public infrastructure and public improvements, or that arrangements are made to mitigate such impacts.
3. Density is consistent with the subject zone district, Comprehensive Plan, Land Use Plan, and the applicable utility capacity studies.
4. Transportation improvements are consistent with the following: Roadway Improvement Plan, Subdivision Street Standards in Chapter 17, Design Criteria & Construction Specifications, Transportation Master Plan, Trails Plan, and Complete Streets Guide.
5. Provision of utilities to serve the development shall be in accordance with Design Criteria and Construction Specifications and any other utility provider requirements.
6. The proposal shall demonstrate compatibility with adjacent uses. Compatibility may be achieved through a number of methods, including but not limited to: lot placement and orientation, transitions in density, screening, and/or landscape buffers.
7. A Final Major Subdivision shall be in substantial compliance with the Preliminary Major Subdivision. Substantial compliance means:
 - a. The general location, layout, and access of streets and lots is consistent with the preliminary subdivision.
 - b. Any increase in the number of lots or dwellings is limited to no more than twenty percent (20%), provided the proposal remains in compliance with the Master Plan and all supporting documents and studies, such as traffic studies, are updated accordingly.
 - c. There is no material increase in impacts on adjacent properties by altering the subdivision.

Relationship to Comprehensive Plan

The application is consistent with the following goals and objectives of the Comprehensive Plan:

Chapter 5 – Goals & Policies - *Growth & Regional Collaboration*

- Goal 2: Align the pace of new development with investment in infrastructure, amenities, and services.
 - Policy 1: Ensure all new development provides adequate consideration of and commitment to usable open space, parks, and trail connections.

Chapter 5 – Goals & Policies - *Parks, Recreation, Open Space & Trails*

- Goal 1: Create equitable access to parks, open spaces, and trails to promote community identity and quality of life.
 - Policy 4: Create local trail connectivity to new open spaces, parks, schools, and

neighborhoods, and to service existing unconnected neighborhoods.

Notifications:

Notifications for this public hearing adhered to the Municipal Code requirements for a final major subdivision, as follows:

- July 25th, 2025 – Legal ad published in newspaper
- July 18th, 2025 - Signs posted on the property
- July 22nd, 2025 - Affidavit of mailing to property owners within 500 feet
- July 25th – Notice posted to Town’s website

Financial Impact:

The final major subdivision will not impose any immediate costs on the Town. However, once the Town accepts the public improvements installed by the Developer, it will begin to incur ongoing maintenance expenses.

Relationship to Strategic Plan:

The application is consistent with the Strategic Plan Mission Statement and Quality of Life Guiding Principle.

Mission Statement: The Town of Windsor promotes community and hometown pride through sustainable, excellent and equitable delivery of services in a fiscally responsible manner.

Guiding Principle:

Quality of Life - Windsor has a healthy, active lifestyle that provides opportunities for residents and visitors of all ages and abilities to experience a full array of recreational services and natural resources. We take pride in our well-connected and involved community that truly cares about each other demonstrated by the exceptional customer service of our workforce and the self-respect reflected through the attractiveness of our town.

Recommendation:

Staff recommends that the Planning Commission forward to the Town Board a recommendation of approval for the final major subdivision, subject to all Planning Commission and staff comments being addressed.

CC:

John Hall, Lot Holding Investments, LLC - Owner
Abdul Barzak, Ripley Design, Inc. - Applicant

Attachments:

1. Application
2. Narrative
3. Final Plat
4. Staff Presentation - Greenspire 7th
5. Ripley Design Presentation

APPLICATION PACKET

MAJOR SUBDIVISION



The following checklist is intended to provide an outline for applicants to ensure a complete submittal and to avoid processing delays due to inadequate information. Land use applications shall include all items listed in the following checklist. If an item is not checked as included in the submittal, a detailed narrative statement outlining reasons why the item has not been submitted shall be included. Lack of such statement or required item shall constitute an incomplete submittal and shall be rejected by the Town. Please review Chapter 14 of the Town of Windsor [Municipal Code](#) for complete application requirements.

Application Submittal Requirements:

Planning Department Checklist	Applicant Checklist	
_____	☒	Completed checklist. Items not checked are explained in the narrative
_____	☒	Completed Land Use Application (attached)
_____	☒	Application fee consistent with the Town of Windsor Fee Schedule Note: Fees for recording plat and development agreement will be charged to the applicant at time of recording.
_____	☒	A detailed narrative description of special considerations (<i>phasing, landscaping, infrastructure, and variations from Town requirements</i>)
_____	☒	A deed or legal instrument identifying the applicant's interest in the property
_____	☒	All required drawings, closure reports and supportive information per the Municipal Code
_____	☒	All submittals shall follow the Town's Submittal Requirements and File Naming Conventions available from the Planning Department
_____	N/A	List of proposed street names. All newly proposed streets in the Town must be uniquely named, regardless of suffix. Please see: www.larimer.org/streets
_____	☒	Applicant acknowledges and agrees to comply with § 24-65.5 of Colorado Revised Statute pertaining to public hearing notices and mineral owners notifications
_____	☒	Applicants shall meet with Town of Windsor GIS Department (GIS@windsorgov.com) – prior to submittal – to review the Electronic Drawing Submittal Standards (EDSS) Date of meeting: <u>5/22/2024</u>

On File with
the Town of
Windsor

Preliminary Major Subdivision Requirements:

Planning Department Checklist	Applicant Checklist	
_____	☒	Drawing dimensions shall be twenty-four by thirty-six (24x36) inches. All drawings shall be made with an engineer's scale, minimum scale to be one (1) inch represents fifty (50) feet; exception for subdivisions which propose a minimum lot size of one (1) acre or greater where the minimum scale shall be one (1) inch represents one hundred (100) feet
_____	☒	Date of preparation, the scale, a symbol designating true north and zoning
_____	☒	Vicinity map
_____	☒	Name of the subdivision on all drawing sheets (<i>contact Planning</i>)
_____	☒	Legal description (<i>township, range, section, lot, block, subdivision</i>)

_____	☒	Names, addresses and phone numbers of the applicant and firms or persons responsible for preparing the drawing
_____	☒	Applicant revisions block (<i>includes fields for date, initials, description</i>)
_____	☒	Appropriate certification blocks as provided by the Planning Department

Preliminary Major Subdivision Requirements (cont.):

Planning Department Checklist	Applicant Checklist	
_____	_____	The location and dimensions of all existing and proposed utilities, streets, alleys, easements, rights-of-way and watercourses within and adjacent to the subdivision; and the names of all such features
_____	_____	Land Use Table including square footage, acreage, percentages, zoning and the use of all parcels, lots, and tracts; and public and private rights-of-way;
_____	_____	The lot numbers, approximate dimensions and the total lots devoted to each zone district on the plat
_____	_____	Designation of any area subject to flooding and adequate easements for flood control
_____	_____	Traffic study and traffic control plan prepared by a licensed engineer
_____	_____	Preliminary utility drawings. Such plans shall include, but not limited to, existing and proposed facilities and utility lines, sizes and appurtenances, storm drainage facilities, etc. Appurtenances shall include valves, fire hydrants, manholes, etc.
_____	_____	Preliminary drainage plan and report
_____	_____	Soils report including soil types and limitations
_____	_____	Description and location of any hazardous areas (i.e. floodplain, geological, topographical, etc.) on the subject property and proposed remedial features
_____	_____	Topographical map with two-foot contour intervals
_____	_____	Landscape Plan per Chapter 15 of the Municipal Code
_____	_____	Preferred method of water rights dedication; total acreage, lot-by-lot or by phase

Final Major Subdivision Additional Requirements:

Planning Department Checklist	Applicant Checklist	
_____	☒	All drawings and requirements outlined within the Preliminary Major Subdivision Requirements in Section 2 above; plus: Complete street plans and profiles; drainage plans and profiles; sanitary sewer plans and profiles; water main plans with grades and sizes indicated; overlot and final grading plans
_____	N/A	Sites one acre or more in total land disturbance: a Grading, Erosion and Sediment Control Plan and permit fees must be submitted per Town ordinance, Chapter 13, Article V, Stormwater Quality . Total land disturbance area: _____ acres

On File with the
Town of Windsor

	N/A	Final drainage plan and report	On File with the Town of Windsor
	N/A	Final utility plans	On File with the Town of Windsor
	N/A	Design soil test results and corresponding location map	On File with the Town of Windsor
	✓	Final boundary closure calculations for the exterior subdivision boundary and for each individual lot prepared by a licensed civil engineer or land surveyor	
	✓	A complete description of primary control points to which all dimensions, angles, bearings and similar data on the plat shall be referred	
	✓	All bearings, distances, chords, radii, central angles and tangent lengths for all lots, blocks, perimeters, easements and rights-of-way	
	✓	The location and physical description of all monuments	

Application Packet

Land Use Application



1

The Town of Windsor Planning Department reserves the right to reject incomplete submittals, per the application checklist and Municipal Code requirements for all applications. Please submit completed application and materials to planningtechs@windsorgov.com. Staff will review the submittal and advise you of its completeness for processing.

2

Application type:

☐ Annexation ☐ Site Plan - Minor
☐ Master Plan ☐ Site Plan - Major
☐ Rezoning
☐ Minor Subdivision
☐ Major Subdivision – Preliminary
☒ Major Subdivision – Final

Project Name*: Greenspire Filing 6 Subdivision

Legal Description*: WIN GRNS BLK45, BLK46, BLK47, BLK48, BLK49, BLK50, BLK51

Address/Location*: Lots on Alder Meadows Drive, Honeyrose Drive, Goldmoss Drive, Yellotwig Drive, and Snowcap Drive

Existing Zoning: RMU-1

Proposed Zoning: RMU-1

Acres/Square Feet: ~10.25/446,490

Number of Dwelling Units: 52

3

Owner:

Name(s)*: John Hall

Company: Lot Holding Investments

Address*: 1613 Pelican Lakes Point Suite 201, Windsor CO 80550

Phone #: 970-200-8987

Email*: jhall@lotholding.com

Applicant (Owner or Owner's Representative):

Name*: Abdul Barzak

Company: Ripley Design Inc

Address*: 419 Canyon Ave Suite 200, Fort Collins, CO 80521

Phone #: 9708343150

Email*: abdul.barzak@ripleydesigninc.com

Authorized Representative:

Name:

Company:

Address:

Phone #:

Email:

4

All correspondence will only be sent to those listed above. It is the sole responsibility of those listed to distribute correspondence to other applicable parties.

I hereby depose and state under the penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my knowledge.

Signature:

(Proof of owner's authorization is required with submittal if signed by Applicant)

Date:

Print Name:

*Required fields

Revised 2/5/2021

Greenspire Filing 6 Final Major Subdivision | Narrative

05/20/2025

Background

The applicant is seeking to process a Final Major Subdivision with the Town of Windsor to consolidate lots in Blocks 45, 46, 47, 48, 49, 50 and 51 within the Greenspire Subdivision to be known as Filing 6. The Greenspire Subdivision recorded on May 11th of 2005 has current lot widths that are too narrow to construct desired product types. Lot Holding Investments would like to consolidate lots across these seven blocks to allow for product types as requested by the Windsor community to be constructed. No other changes are requested with this application. Please see the breakdown below.

Block 45 would consolidate from 10 total lots as platted today down to 9 lots.
Block 46 would consolidate from 8 total lots as platted today down to 7 lots.
Block 47 would consolidate from 10 total lots as platted today down to 8 lots.
Block 48 would consolidate from 8 total lots as platted today down to 6 lots.
Block 49 would consolidate from 8 total lots as platted today down to 7 lots.
Block 50 would consolidate from 8 total lots as platted today down to 7 lots.
Block 51 would consolidate from 9 total lots as platted today down to 8 lots.

Infrastructure

The established roadway network is to remain unchanged, no adjustments to public improvements are contemplated. Established easements are to remain unchanged, only a consolidation of lots as outlined above is proposed.

Landscaping

No changes are proposed to the original approved Landscape Plans or open space areas with this submittal. Nearby tracts containing open space and landscaping are not to be altered and are not included within in the boundary of this proposal.

Uses

No changes to zoning or uses are requested with this application.

- Block 45
 - o As proposed will include 9 total single-family lots.
 - o Lot sizes range from 7,400 square feet and up.
- Block 46
 - o As proposed will include 7 total single-family lots.
 - o Lot sizes range from 7,400 square feet and up.



- Block 47
 - o As proposed will include 8 total single-family lots.
 - o Lot sizes range from 7,000 square feet and up.
- Block 48
 - o As proposed will include 6 total single-family lots.
 - o Lot sizes range from 8,800 square feet and up.
- Block 49
 - o As proposed will include 7 total single-family lots.
 - o Lots range from 6,200 square feet and up.
- Block 50
 - o As proposed will include 7 total single-family lots.
 - o Lot sizes range from 9,100 square feet and up.
- Block 51
 - o As proposed will include 8 total single-family lots.
 - o Lot sizes range from 8,300 square feet and up.

Checklist Items Not Included

The items listed below are not included with this submittal. The project team has worked closely with Town staff to determine eligibility of submittal items. Please see more below.

- Grading, Erosion, and Sediment Control Plan
 - o Not applicable, already on file with the Town of Windsor, applicant will provide any modifications as necessary.
- Final Utility Drawings
 - o Not applicable, already on file with Town of Windsor, this submittal will not change approved utilities.
- Final Drainage Plan
 - o Not applicable, already on file with Town of Windsor, this submittal will not change approved drainage.
- Soils Report
 - o Not applicable, already on file with Town of Windsor



C:\Users\Snyde\OneDrive\Erik\Desktop\SLS\LotHolding\Greenspire 7th Filing-Lake Lots\Greenspire 6th Filing-PrelimPlat.dwg, Sheet 1, 07/30/25 7:35:30AM, Snyde

GREENSPIRE SUBDIVISION SEVENTH FILING

BEING A REPLAT OF LOTS 1–10 BLOCK 45, LOTS 1–8 BLOCK 46, LOTS 1–10 BLOCK 47, LOTS 1–8 BLOCK 48, LOTS 1–8 BLOCK 49, LOTS 1–8 BLOCK 50, AND LOTS 1–9 BLOCK 51 GREENSPIRE SUBDIVISION, LOCATED IN THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH P.M., TOWN OF WINDSOR, WELD COUNTY, COLORADO.

ACKNOWLEDGEMENT OF OWNERSHIP INTEREST, DEDICATION OF EASEMENTS AND RIGHTS OF WAY

THE UNDERSIGNED, all being owners, leinholders and holders of any ownership interest in the land described hereon, have caused such land to be surveyed and subdivided into lots, tracts, and streets. The undersigned do hereby dedicate to the Town of Windsor forever all streets, alleys, rights-of-way, utility easements and other easements intended for municipal purposes as indicated hereon under the name of GREENSPIRE SUBDIVISION, SEVENTH FILING, subject to all easements and rights-of-way now of record or existing or indicated on this plat. In compliance with the Town of Windsor regulations and by contractual agreement, the undersigned owner(s) shall bear all expense involved in Subdivision improvements.

In witness whereof, we have hereunto set our hands and seals this the ____ day of _____, 2025.

Lot Holding Investments, LLC

By: John Hall, Manager

NOTARIAL CERTIFICATE:

State of Colorado)

County of Weld)w

The foregoing instrument was acknowledged before me by _____

This ____ day of _____, 2025

My commission expires: _____, 2025 Notary Public _____

VACATION STATEMENT:

THE UNDERSIGNED, being the sole owner(s) of the land described herein, and as shown on the attached map do hereby vacate all previous platting of the above, described parcel of land. In witness whereof, we have hereunto set our hands and seals this the ____ day of _____, 2025.

Lot Holdings Investments, LLC

By: John Hall, Manager

NOTARIAL CERTIFICATE:

State of Colorado)

County of Weld)w

The foregoing instrument was acknowledged before me by _____

This ____ day of _____, 2025

My commission expires: _____, 20____ Notary Public _____

GRADING, EROSION, AND SEDIMENT CONTROL PLAN PERMIT CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations. This permit will be considered terminated upon my receipt of an acceptable Final Stabilization inspection notice from the Town of Windsor.

Owner Name (Print) _____

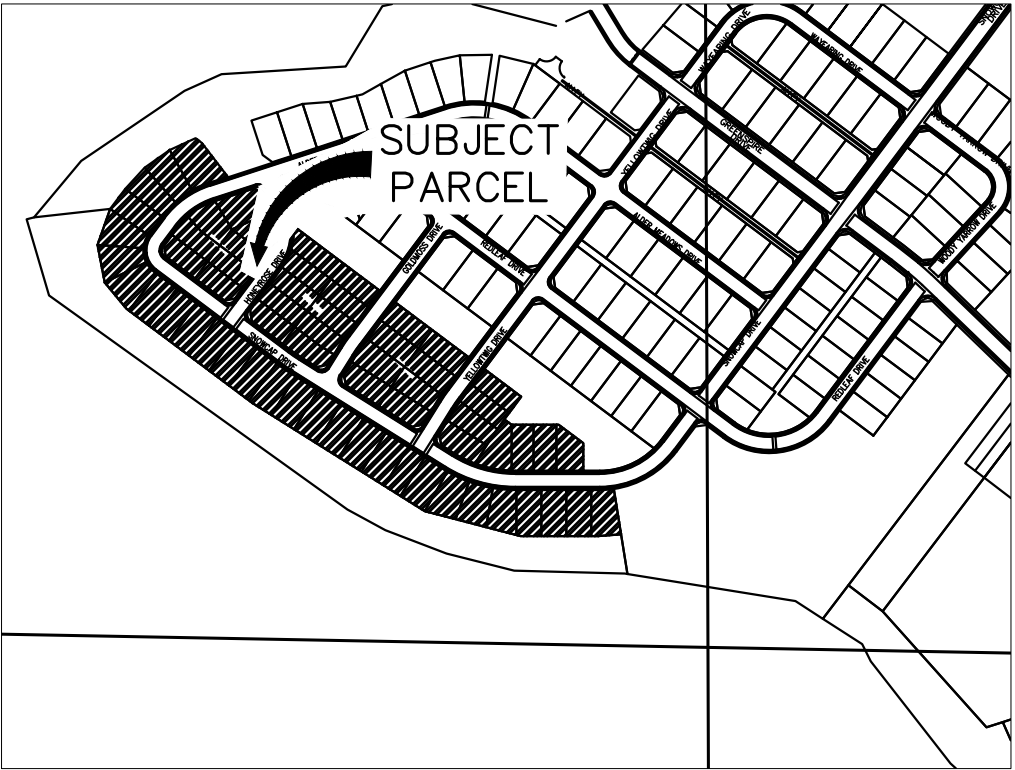
Signature _____

Date _____

OPEN SPACE PROTECTION

All areas depicted hereon as "Open Space" shall remain undeveloped, regardless of ownership and regardless of official zoning designation. No permanent structures of any kind may be erected upon areas depicted hereon as "Open Space" without the prior written consent of the Town Manager for the Town of Windsor.

VICINITY MAP
SCALE: 1"=500'



EASEMENT APPROVAL

Utility easements are adequate as shown and are hereby approved.

Town of Windsor Public Works Department

Xcel Energy

Comcast Cable

CITY OF GREELEY WATER AND SEWER

ENGINEERING DEPARTMENT APPROVAL

Approved this the ____ day of _____, 2025

Deputy Director of Engineering

PLANNING DEPARTMENT APPROVAL

Approved this the ____ day of _____, 2025

Director of Planning

PUBLIC WORKS DEPARTMENT APPROVAL

Approved this the ____ day of _____, 2025

Director of Public Works

TOWN MANAGER'S APPROVAL

Approved this the ____ day of _____, 2025

Town Manager

LEGAL DESCRIPTION – GREENSPIRE SUBDIVISION, SIXTH FILING

A plat of a parcel of land in the Town of Windsor, Weld County, Colorado, located in the Northwest Quarter of Section 16, Township 6 North, Range 67 West of the 6th P.M. and more particularly described as follows: Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10, Block 45, Greenspire Subdivision recorded 11 May 2006 at Reception No. 3284984;

Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 46, Greenspire Subdivision per plat recorded 11 May 2006 at Reception No. 3284984;

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10, Block 47, Greenspire Subdivision per plat recorded 11 May 2006 at Reception No. 3284984;

Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 48, Greenspire Subdivision per plat recorded 11 May 2006 at Reception No. 3284984;

Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 49, Greenspire Subdivision per plat recorded 11 May 2006 at Reception No. 3284984;

Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 50, Greenspire Subdivision per plat recorded 11 May 2006 at Reception No. 3284984;

Lots 1, 2, 3, 4, 5, 6, 7, 8, and 9, Block 51, Greenspire Subdivision per plat recorded 11 May 2006 at Reception No. 3284984;

Containing 10.246 Acres more or less.

MAYOR'S CERTIFICATE

This is to certify that a major subdivision plat of the property described herein is approved by Resolution No. _____ of the Town of Windsor passed and adopted on this the ____ day of _____, 2025, A.D. and that the Mayor of the Town of Windsor, as authorized by said

resolution on behalf of the Town of Windsor, hereby acknowledges and adopts the said major subdivision plat upon which this certificate is endorsed for all purposes indicated thereon.

Mayor _____ ATTEST: _____
Town Clerk

NOTICE OF OTHER DOCUMENTS

All persons take notice that certain documents have been executed pertaining to this development, which create certain rights and obligations of the development, the developer and/or subsequent owners of all or portions of the development site, many of which obligations constitute promises and covenants that run with the land. These documents are of record and are on file with the director of planning of the Town of Windsor and should be closely examined by all persons interested in planning any portion of the development site.

NOTES:

- Basis of Bearings:
Assumed the South Line of Tract S, also being the North line of Lot 1, Block 48 GREENSPIRE SUBDIVISION as bearing North 53°08'27" West and with all bearings contained herein relative thereto, being monumented as shown hereon.
- Recorded and apparent rights-of-way and easements are shown per the recorded plat of GREENSPIRE SUBDIVISION.
- According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of certification shown hereon.
- The lineal units used in preparing this survey are U.S. survey feet.
- Flood Zone: The subject parcel lies in Zone X, Areas determined to be outside the 0.2% annual chance floodplain according to the FEMA Flood Insurance Rate Map, Map No. 08123C1482E dated January 20, 2016
- Zoning: Residential Mixed Use (RMU-1)

Land Use Table			
Lots		Size (Ac.)	%
1–52	Single Family Homes (RMU-1)	10,246	77.5
	Existing Right-of-Way (No Change)	2.977	22.5
Total		13,223	100.0

Legend	
●	– FOUND #4 REBAR, NO SEAL UNLESS OTHERWISE NOTED.
●	– FOUND #4 REBAR WITH 1" PLASTIC CAP STAMPED: L.S. 38555.
○	– SET 18" #4 REBAR, WITH SEAL L.S. 38555.
D,U&A – DRAINAGE, UTILITY & ACCESS EASEMENT	

OWNER / APPLICANT

LOT HOLDING INVESTMENTS, LLC
1613 PELICAN LAKES POINT, SUITE 201
WINDSOR, COLORADO 80550
jhall@lotholding.com

ENGINEER / DESIGNER

UNITED CIVIL DESIGN GROUP, LLC
19 OLD TOWN SQUARE #238
FORT COLLINS, COLORADO 80524
Sam.Eliason@UnitedCivil.com

SURVEYOR

SNYDER LAND SURVEYING INC
2061 SANDWATER CT.
WINDSOR, CO 80550
SnyderLandSurveying@Outlook.com

PLANNER

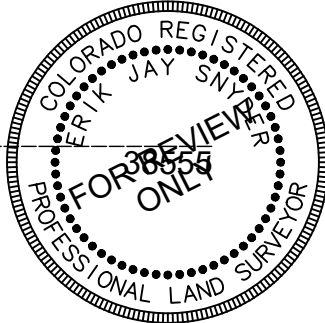
RIPLEY DESIGN, INC.
419 CANYON AVENUE, SUITE 200
FT. COLLINS, CO 80521
abdul.barzak@ripleydesigninc.com

SURVEYOR'S CERTIFICATE

I, Erik Jay Snyder, being a Professional Land Surveyor in the State of Colorado, do hereby certify that this plat of Greenspire Subdivision, Seventh Filing accurately represents the results of a survey performed by me or under my direct supervision and done in accord with applicable State of Colorado requirements.

SNYDER LAND SURVEYING INC.

By: Erik Jay Snyder
Colo. L.S. 38555



DRAWN BY:

DSR

CHECKED BY:

EJS

APPROVED BY:

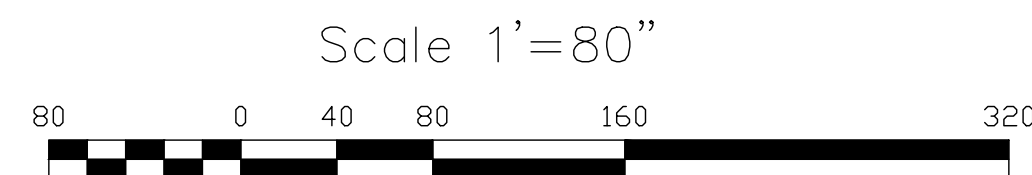
EJS

REVISIONS: FEBRUARY 19, 2025
MARCH 19, 2025
JULY 16, 2025
JULY 30, 2025

PAGE(S):

1 OF 4

BEING A REPLAT OF BLOCK 45, BLOCK 46, BLOCK 47, BLOCK 48, BLOCK 49, BLOCK 50, AND BLOCK 51 GREENSPIRE SUBDIVISION, LOCATED IN THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH P.M., TOWN OF WINDSOR, WELD COUNTY, COLORADO.



Legend

○ – FOUND #4 REBAR, NO SEAL UNLESS OTHERWISE NOTED.

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○ – SET 18" #4 REBAR, WITH SEAL L.S. 38555.

D,U&A – DRAINAGE, UTILITY & ACCESS EASEMENT

JOB NO: LOTH-24-05-005

Professional Land Surveyor
Erik Jay Snyder; PLS 38555
O: 970-686-5157
C: 724-992-8754
E: SnyderLandsurveying@outlook.com
W: SnyderLandSurveying.com



APPROVED BY:

EJS

PAGE(S): 2 OF 4

C:\Users\Snyde\OneDrive\SL\SL-LothHolding\Greenspire 7th Filing-Lake Lots\Greenspire 6th Filing-PrelimPlat.dwg, Sheet 3, 07/30/25 7:35:52AM, Snyde

GREENSPIRE SUBDIVISION SEVENTH FILING

BEING A REPLAT OF BLOCK 45, BLOCK 46, BLOCK 47, BLOCK 48, BLOCK 49, BLOCK 50, AND BLOCK 51 GREENSPIRE SUBDIVISION, LOCATED IN THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH P.M., TOWN OF WINDSOR, WELD COUNTY, COLORADO.



CLIENT: LOT HOLDING INVESTMENTS, LLC	
TITLE: GREENSPIRE SUBDIVISION 7TH FILING	
DATE: 16 JULY 2025	SCALE: 1"=50'
JOB NO: LOTH-24-05-005	
Snyder Land Surveying Inc. Professional Land Surveyor Erik Jay Snyder; PLS 38555 O: 970-686-5157 C: 724-992-8754 E: SnyderLandSurveying@outlook.com W: SnyderLandSurveying.com	
DRAWN BY: DSR	
CHECKED BY: EJS	
APPROVED BY: EJS	
PAGE(S): 3 OF 4	

C:\Users\Snyde\OneDrive\OneDrive\Erik\Desktop\SLIS-Lake Lots\Greenspire 6th Filing-PrelimPlat.dwg, Sheet 4, 07/30/25 7:36:02AM, Snyde

GREENSPIRE SUBDIVISION SEVENTH FILING

BEING A REPLAT OF BLOCK 45, BLOCK 46, BLOCK 47, BLOCK 48, BLOCK 49, BLOCK 50, AND BLOCK 51 GREENSPIRE SUBDIVISION, LOCATED IN THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH P.M., TOWN OF WINDSOR, WELD COUNTY, COLORADO.



CLIENT: LOT HOLDING INVESTMENTS, LLC

TITLE: GREENSPIRE SUBDIVISION 7TH FILING

DATE: 16 JULY 2025

SCALE: 1"=50'

JOB NO: LOTH-24-05-005

Snyder Land Surveying Inc.

Professional Land Surveyor

Erik Jay Snyder; PLS 38555

O: 970-686-5157

C: 724-992-8754

E: SnyderLandSurveying@outlook.com

W: SnyderLandSurveying.com

DRAWN BY: DSR

CHECKED BY: EJS

APPROVED BY: EJS

PAGE(S): 4 OF 4



Final Major Subdivision

Greenspire 7th Filing

Kelsey Robertson, Senior Planner
Planning Commission, August 6, 2025



Subdivision

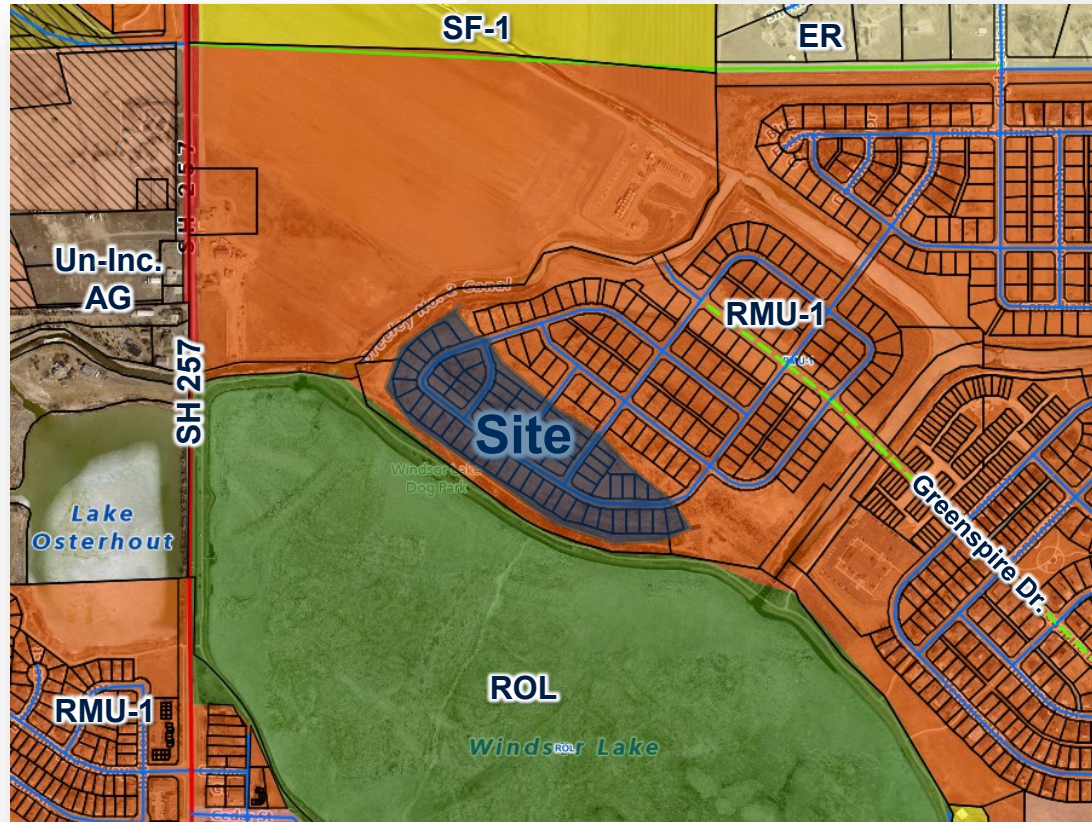
Article II of Chapter 14 of the Municipal Code outlines the purpose and procedures of the Major Subdivision process, including:

Major Subdivision. Any subdivision not eligible for a minor subdivision shall require a major subdivision. Final subdivision plat approval may be sought for all or a portion of the land area included in an approved preliminary subdivision plat. Review of a final subdivision plat may be done concurrently with an application for preliminary subdivision plat approval for commercial or industrial projects.

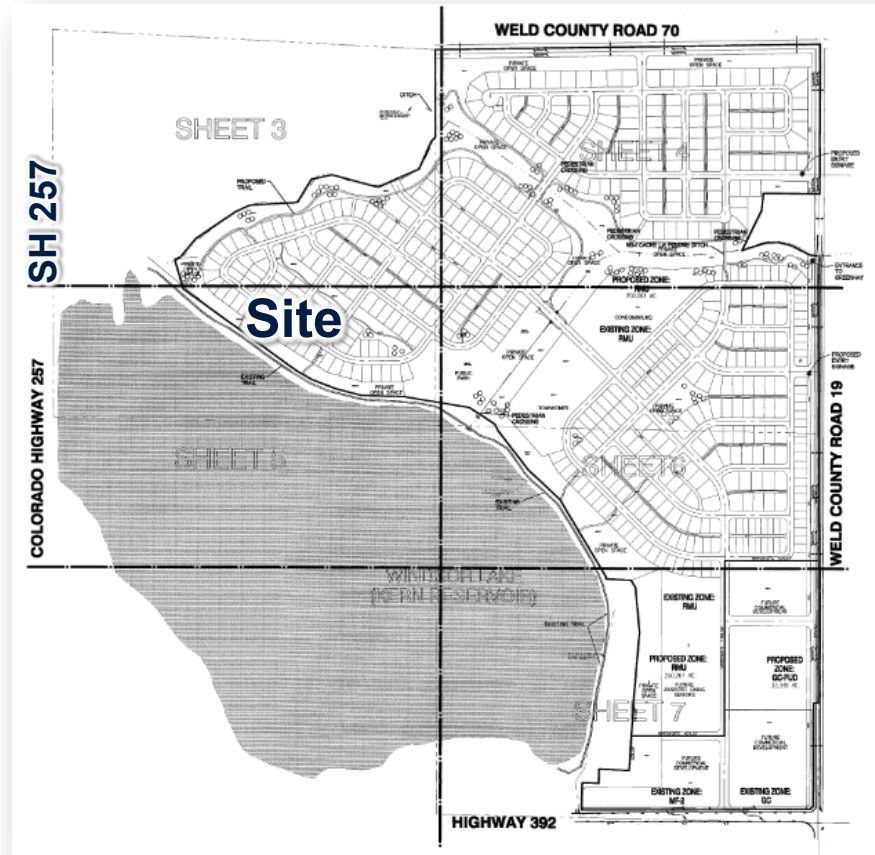
Site Vicinity Map



Zoning Map



Master Plan



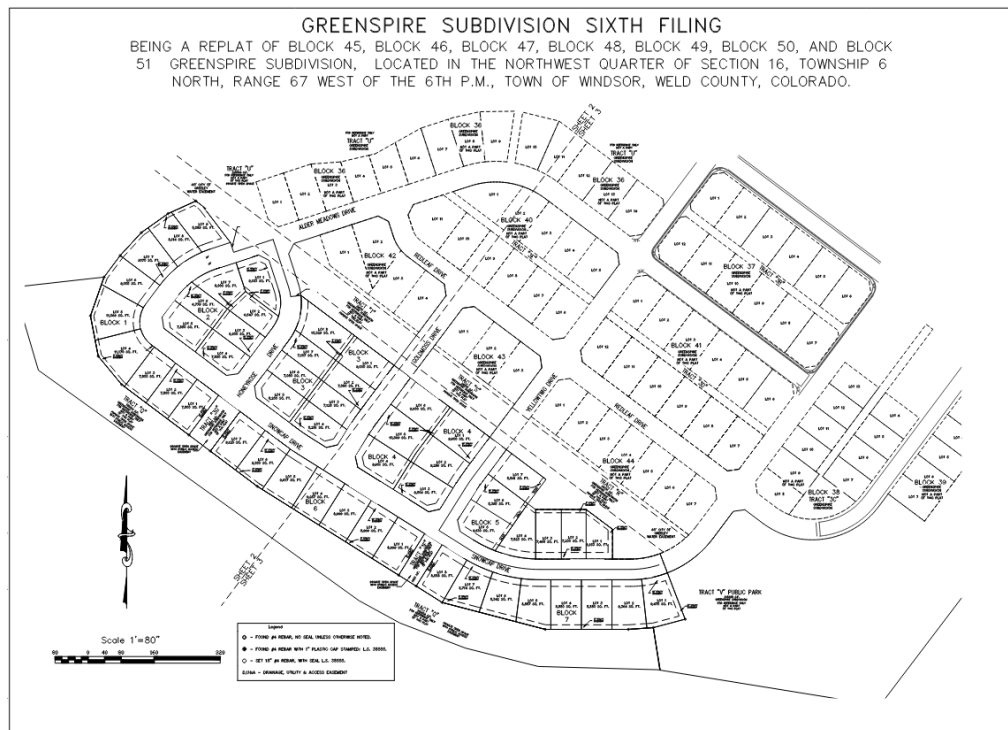
Subdivision Review Criteria

1. The proposal complies with the Comprehensive Plan's goals and policies, this Code, the applicable Master Plan, and all other applicable adopted plans or policies.
2. The proposed development does not result in undue or unnecessary burdens on the existing public infrastructure and public improvements, or that arrangements are made to mitigate such impacts.
3. Density is consistent with the subject zone district, Comprehensive Plan Land Use Plan, and applicable the utility capacity studies.
4. Transportation improvements are consistent with the following: Roadway Improvement Plan, Subdivision street standards in Chapter 17, Design Criteria & Construction Specifications, Transportation Master Plan, Trails Plan, and Complete Streets Guide.
5. Provision of utilities to serve the development shall be in accordance with Design Criteria & Construction Specifications and any other utility provider requirements.
6. The proposal shall demonstrate compatibility with adjacent uses. Compatibility may be achieved through a number of methods, including but not limited to: lot placement and orientation, transitions in density, screening, and/or landscape buffers.
7. A Final Major Subdivision shall be in substantial compliance with the Preliminary Major Subdivision. Substantial compliance means:
 - a) The general location, layout, and access of streets and lots is consistent with the preliminary subdivision.
 - b) Any increase in the number of lots or dwellings is limited to no more than twenty percent (20%), provided the proposal remains in compliance with the Master Plan and all supporting documents and studies, such as traffic studies, are updated accordingly.
 - c) There is no material increase in impacts on adjacent properties by altering the subdivision.

Plat

Plat characteristics:

- 10.246 acres total
- Replat of Blocks 45-51 of Greenspire 1st Filing (2005)
- Proposed 52 lots (a reduction from 61 lots)
 - Single-Family Detached – Front loaded
- Primary access from Greenspire Drive / Sundance Drive / Snowcap Drive





Comprehensive Plan Conformance

The application is consistent with the following goals and policies of the Comprehensive Plan:

Chapter 5 – Goals & Policies - *Growth & Regional Collaboration*

Goal 2: *Align the pace of new development with investment in infrastructure, amenities, and services.*

Policy 1: *Ensure all new development provides adequate consideration of and commitment to usable open space, parks, and trail connections.*



Comprehensive Plan Conformance

Chapter 5 – Goals & Policies - *Parks, Recreation, Open Space & Trails*

Goal 1: *Create equitable access to parks, open spaces, and trails to promote community identity and quality of life.*

Policy 4: *Create local trail connectivity to new open spaces, parks, schools, and neighborhoods, and to service existing unconnected neighborhoods.*



Strategic Plan Conformance

The application is consistent with the Strategic Plan Mission Statement and Quality of Life Guiding Principle:

Mission Statement: *The Town of Windsor promotes community and hometown pride through sustainable, excellent and equitable delivery of services in a fiscally responsible manner.*

Guiding Principle:

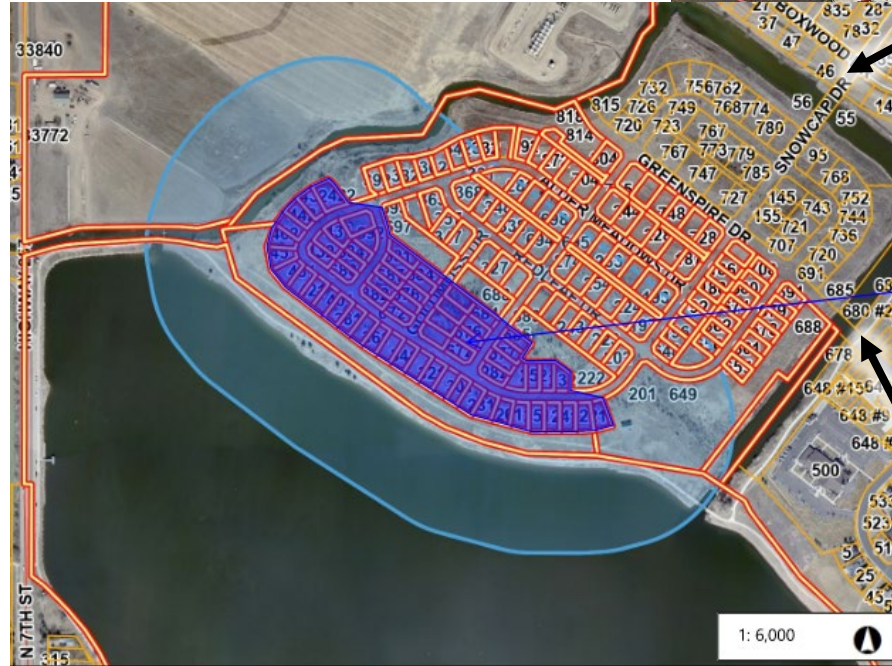
- **Quality of Life** - Windsor has a healthy, active lifestyle that provides opportunities for residents and visitors of all ages and abilities to experience a full array of recreational services and natural resources. We take pride in our well-connected and involved community that truly cares about each other demonstrated by the exceptional customer service of our workforce and the self-respect reflected through the attractiveness of our town.



Public Notification

Notifications for this meeting were provided as follows:

- July 18th, 2025 – Signs posted near property
- July 22nd, 2025- Affidavit of mailing to property owners within 500 feet
- July 25th, 2025 – posted on Town's website
- July 25th, 2025 – published ad in newspaper





Recommendation

Staff recommends that the Planning Commission forward to the Town Board a recommendation of approval on the final major subdivision, subject to all Planning Commission and staff comments being addressed.



Record

Staff requests that the following be entered into the record:

- Final Major Subdivision
- Staff memorandum and supporting documents
- Public hearing testimony
- Staff recommendation



Subdivision Review Criteria

1. The proposal complies with the Comprehensive Plan's goals and policies, this Code, the applicable Master Plan, and all other applicable adopted plans or policies.
2. The proposed development does not result in undue or unnecessary burdens on the existing public infrastructure and public improvements, or that arrangements are made to mitigate such impacts.
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Thank You

Questions?

Greenspire Subdivision 7th Filing

Final Major Subdivision - Planning Commission



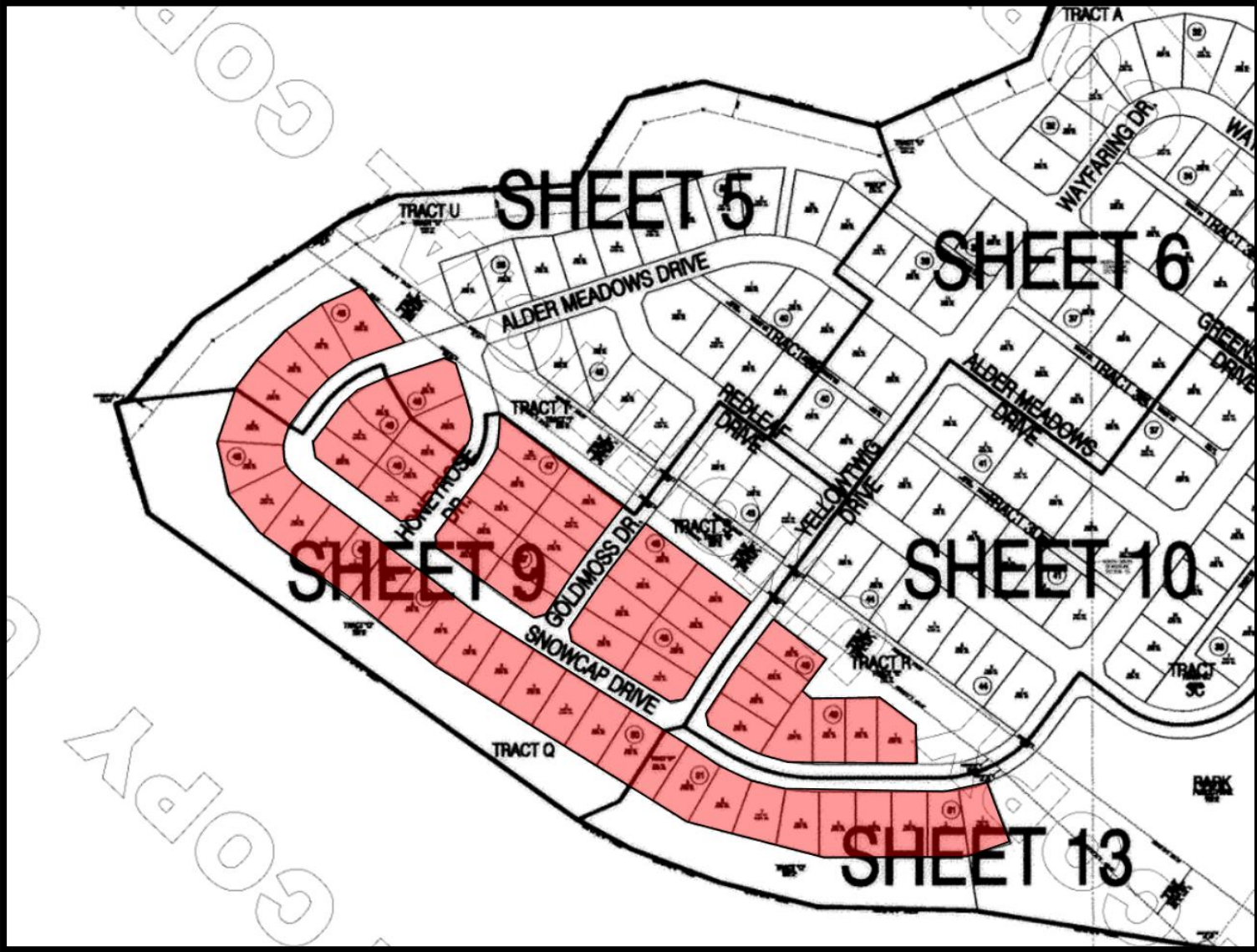
Snyder Land Surveying Inc.

Vicinity Map

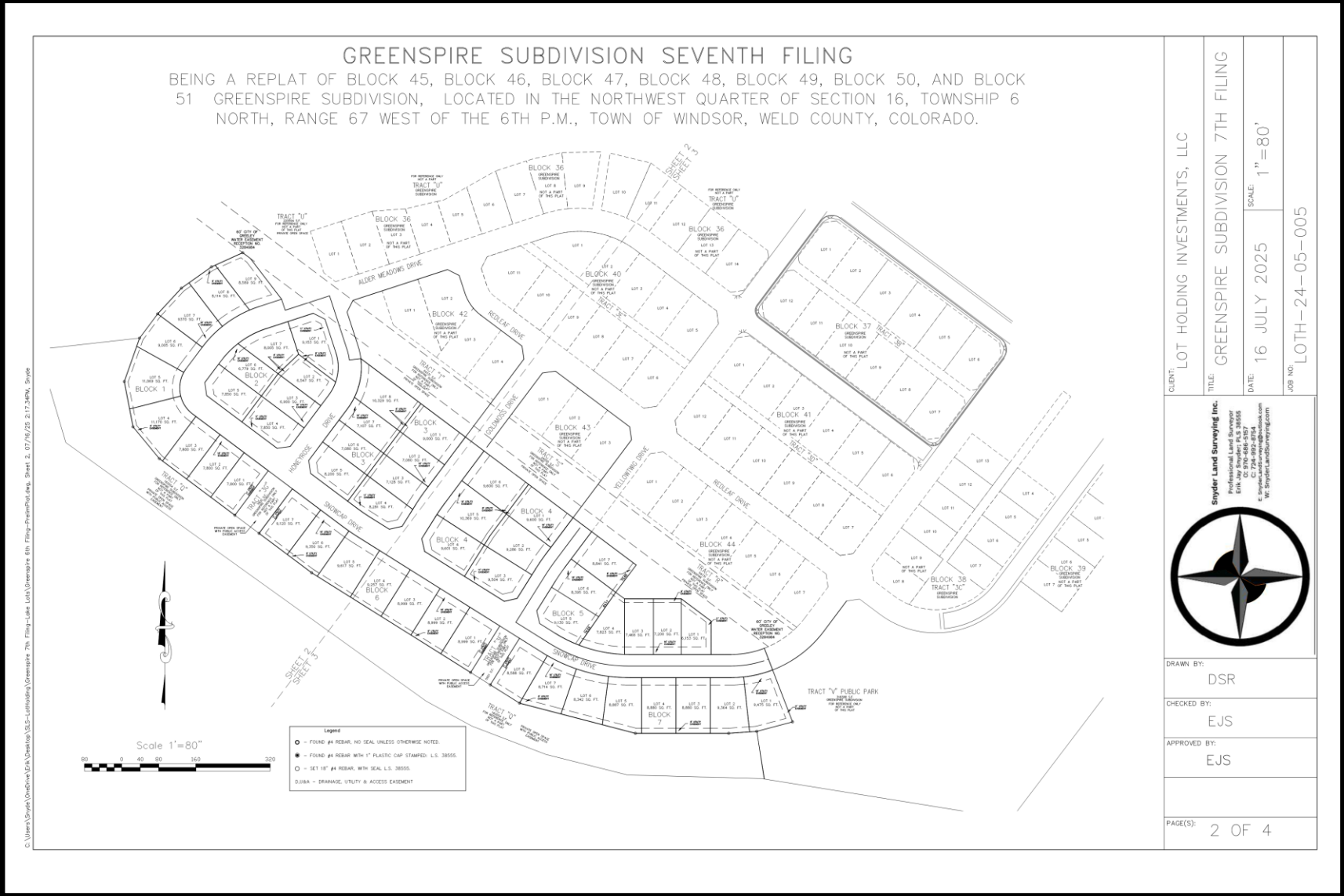


Greenspire Subdivision 7th FilingPage 37 of 42

Project History – Greenspire Subdivision 2005



Greenspire Subdivision 7th Filing– Plat



Greenspire Subdivision 7th Filing



Thank you!





MEMORANDUM

Date: August 6, 2025
To: Planning Commission
From: Kelsey Robertson, Senior Planner
Re: Recommendation to Town Board - Final Major Subdivision, Greenspire Subdivision 7th Filing
- John Hall, Lot Holding Investments LLC, Owner, and Abdul Barzak, Ripley Design, Inc.,
Applicant
Item #: C.2.

Background / Discussion:

Please refer to information included with the public hearing item.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

Staff recommends that the Planning Commission forward to the Town Board a recommendation of approval for the final major subdivision - Greenspire Subdivision 7th Filing, subject to any staff and Planning Commission comments being addressed.

CC:

Attachments: