



Planning Commission Regular Meeting

July 15, 2026 - 7:00 PM

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

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

MINUTES

A. CALL TO ORDER

CHAIR REDDICK CALLED THE MEETING TO ORDER AT 7:01 P.M.

1. Roll Call

Present: Chairman Reddick
Vice-Chair Nader
Nathan Kinney
David Hassard
Nancy Frase (alternate)
Jordan Spight
John Neal
Victor Tallon (alternate)

Absent: Ben Krich

Also Present: Town Board Liaison Hallett
Scott Ballstadt, Director of Planning
Kim Mihm, Deputy Town Attorney
Kim Lambrecht, Long Range Planner
Julie Baltazar, Multimedia Coordinator
Karen Frawley, Town Clerk

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

Planning Commissioner Nader moved to approve the agenda, 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, Nancy Frase; Nays - None; Motion Passed.

3. Public Invited to be Heard

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

B. CONSENT CALENDAR

1. Approval of the July 1, 2026, Planning Commission Regular Meeting Minutes - P. Mascarenas, Assistant Town Clerk

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

C. BOARD ACTION

1. Public Hearing - Request for extension of Conditional Use Permit (CUP) for Temporary Outdoor Storage of RVs/Boats in the Limited Industrial (LI) zone district - Falcon Point Subdivision 2nd Filing, Lot 1 - Tony Ollila (UpLift Development Group), Owner/Applicant

Mayor Pro Tem Hallett stated "Mr. Chair, for the record, I would like to disclose that I am a sitting member of the Town Board and that I am here in my capacity as a nonvoting liaison to the Planning Commission. Although I will be present during all public hearings tonight, I will not be giving my opinion or participating in any of the discussions. I will not let tonight's proceedings influence or affect my review of these matters when they come before the Town Board. I will make my decision at the Town Board level based only on the evidence presented during the Town Board public hearings."

Long Range Planner Kimberly Lambrecht presented the request on behalf of staff. She noted a housekeeping item at the outset: the published staff memo and presentation contained a reference to the 2016 Comprehensive Plan, which was the plan in effect when the project was originally evaluated. Staff confirmed there were no substantive changes to the request, but the record was amended to reflect the current Comprehensive Plan.

Project Background

The project concerns UpLift Self Storage, located in the Falcon Point Subdivision 2nd Filing, within the Limited Industrial (LI) zone district. The site was originally developed as a two-phase project beginning in 2018. As part of the Phase 2 amended site plan in 2022, a Conditional Use Permit (CUP) was approved to allow the temporary delay of interior building construction so that the internal courtyard area could be used for the exterior storage of RVs and boats. The exterior storage operation commenced in December 2023, once the applicant satisfied the original conditions of approval—namely, the construction of perimeter storage buildings and installation of landscaping. The site employs a "fortress design," with exterior-facing storage buildings and decorative fencing enclosing the outdoor storage area, making the RV and boat storage largely concealed from public view and adjacent rights-of-way. Regulatory Context and CUP Criteria

Planner Lambrecht explained that outdoor storage as a primary use is not a permitted use within the Town of Windsor. Conditional use permits in Windsor, evaluated under Chapter 14, Article 2 of the Municipal Code, exist to allow consideration for uses that are unique in nature and not otherwise addressed in the applicable zone district. Staff and the Planning Director (identified in the transcript as Scott Valdes) elaborated on the Town's long-standing interpretation that while indoor/enclosed storage is a use by right in the LI zone, outdoor storage is only permitted as an accessory use to another principal use—such as a contractor storing raw materials like lumber or pipe outdoors. Outdoor storage of RVs and boats as a standalone primary use has never been anticipated or permitted by right in the Town's code.

The three criteria for granting a CUP under Section 14-2-130(c) of the Municipal Code were reviewed:

- Compliance with Comprehensive Plan goals and objectives — Staff found compliance, particularly under the economic development goal of cultivating commercial development that provides increased choices and services.
- No undue burden on public infrastructure — No complaints regarding the use had been received since the exterior storage commenced.
- Compatibility with adjacent uses — Staff found compatibility, citing the perimeter building placement, landscaping, setbacks, and screening that effectively buffer the outdoor storage

from neighboring properties. The LI zone district context was noted as supportive of this finding.

A substantive discussion arose regarding the proposed 3-year extension term versus a potential 2-year term. The Chair noted that the Municipal Code language, as they read it, pointed to an extension period not to exceed the original CUP timeframe. Since the original CUP was approved in 2022 and exterior storage began in December 2023, the original permit's active period was approximately 2 years. The Chair questioned whether the extension should therefore be limited to 2 years for consistency with the code, rather than the 3 years requested by the applicant and recommended by staff. Staff acknowledged this was a valid point, noting that the 3-year recommendation was drawn from consistency with prior similar projects, which predated the newer code language establishing the "not to exceed the original extension date" standard.

Commissioner Hassard also raised concern about the precedent-setting nature of repeatedly extending CUPs for outdoor storage, and whether continued extensions might be tantamount to making what is intended as a temporary use effectively permanent. Staff and the Planning Director affirmed that the town's position has consistently been to treat these CUPs as a temporary, phased accommodation—allowing property owners to generate revenue from outdoor storage while the ultimate indoor storage buildings are planned and constructed. The Planning Director noted that other similar facilities that had previously received such CUPs have since completed their interior buildings and converted to fully enclosed storage facilities. Staff acknowledged that if the applicant were to return for yet another extension in the future, staff would evaluate it on its merits, but that the preference is for these uses to eventually be phased out in favor of the originally approved enclosed building program.

Staff also clarified for the record that the CUP had technically expired, as it was approved in 2022 and the 2-year term had elapsed. The applicant had brought this to staff's attention just after the first of the year, and staff had conditionally allowed operations to continue while the extension process was worked through, which accounts for the July 2026 hearing date.

Chair Reddick opened the hearing up for public comment, to which there was none.

2. Recommendation to Town Board - Request for extension of Conditional Use Permit (CUP) for Temporary Outdoor Storage of RVs/Boats in the Limited Industrial (LI) zone district - Falcon Point Subdivision 2nd Filing, Lot 1 - Tony Ollila (UpLift Development Group), Owner/Applicant

Please refer to public hearing materials in the previous agenda item. Following the close of the public hearing, Chair Reddick moved to formulate its recommendation to the Town Board. Based on the discussion regarding the Municipal Code's extension period language, the Commission agreed to recommend a 2-year extension rather than the requested 3 years, with the extension period commencing from the date of Town Board approval. The two conditions carried forward from the original CUP were retained: (1) the extension shall expire 2 years from the date of Town Board approval, at which time all vehicles shall be removed and exterior storage operations shall cease; and (2) no RV dump stations or wash-down stations shall be permitted on the site; and (3) the current landscape stay in place.

Staff confirmed that the Commission's discussion and rationale regarding the 2-year versus 3-year term would be included in the staff memorandum forwarded to the Town Board so that the Town Board would be fully informed of the Planning Commission's deliberations.

Planning Commissioner Reddick moved to forward a recommendation of approval to

the Town Board for the extension of the Conditional Use Permit for temporary outdoor storage of RVs and boats at Falcon Point Subdivision subject to the conditions that (1) the extension expire two years from the date of Town Board approval, and (2) no RV dump stations or wash-down stations be implemented on the site, (3) the current landscape stay in place, Planning Commissioner Nader seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, David Hassard, Maxwell Nader, Jordan Spight, John Neal, Nathan Kinney, Nancy Frase; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Planning Commission

2. Communications from Town Board Liaison

Town Board Liaison Mr. Hallett informed the Commission of three upcoming community events: the Advisory Board Appreciation Night on Thursday, July 16, beginning at 6:00 PM; the Farmers Market on Saturday, July 18, from 8:00 AM to 12:00 PM at the park; and the Great Chimney Cookout at Chimney Park on Saturday, July 18, from 12:00 PM to 5:00 PM.

3. Communications from Staff

Planning Director Scott Valdes reported on the following items:

- Joint Work Session — August 3: A joint work session with the Town Board has been scheduled for August 3rd. The venue and time were noted as still to be determined at the time of the meeting. Staff apologized for the last-minute notice, as the session had just been confirmed that day.
- Work Session — August 17: A work session is scheduled for August 17th in the Town Board Chambers. The Town's sign code consultant will present an administrative draft of the sign code update at that session.
- APA Colorado Conference: The American Planning Association (APA) Colorado Conference is scheduled for October 28–30 in Keystone, Colorado. Early bird registration closes at the end of July. Any commissioners wishing to attend were asked to notify staff by the end of the month so that registration and accommodations could be arranged.

E. ADJOURN

CHAIR REDDICK ADJOURNED THE MEETING AT 7:58 P.M.

Kun 78



Karen Frawley, Town Clerk

