



Planning Commission Regular Meeting

September 21, 2022 - 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 Schick called the meeting to order at 7:00 p.m.

1. Roll Call

Present:

Chairman Schick
Vice-Chair Bushelman
Doug Dennison
Roger Colonnese
Timothy Reddick
Jose Valdes
Cindy Beemer

Also Present:

Scott Ballstadt, Planning Director
David Eisenbraun, Senior Planner
Kimberly Lambrecht, Planner II
Doug Roth, Civil Engineer
Eric Bracke, Transportation Planner
Ben Bodiker, Visual Media Coordinator
Karen Frawley, Town Clerk

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

Vice-Chair Bushelman moved to approve the agenda, Planning Commissioner Member Reddick seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Jerry Bushelman, Doug Dennison, Roger Colonnese, Timothy Reddick, Jose Valdes, Cindy Beemer; Nays - None; Motion Passed.

3. Public Invited to be Heard

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

B. CONSENT CALENDAR

1. Minutes from the September 7, 2022 Planning Commission Regular Meeting

Approval of the meeting minutes from the September 7, 2022 Planning Commission regular meeting.

Planning Commissioner Dennison moved to approve the consent calendar, Planning Commissioner Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Jerry Bushelman, Doug Dennison, Roger Colonnese, Timothy Reddick, Jose Valdes, Cindy Beemer; Nays - None; Motion Passed.

C. BOARD ACTION

1. Public Hearing – Preliminary Major Subdivision – Poudre Heights Subdivision 5th Filing – Meritage Homes of Colorado, Inc. (Chelsey Green), Owner/Applicant; Henry Design Group, Inc. (Steve Allen), Applicant's Representative

The applicant, Chelsey Green, on behalf of Meritage Homes, has submitted a preliminary major subdivision plat known as Poudre Heights Subdivision 5th Filing. The 5th Filing property encompasses approximately 18.766 acres and is zoned Residential Mixed Use (RMU-1). The project site is located to the north and west of the intersection of Riverplace Drive and 7th Street, north of Poudre Heights Park and east of the Eaton Ditch. The subdivision includes 127 townhome lots with tracts for open space, a trail system, drainage, easements, and access and circulation. The 2003 Poudre Heights Master Plan was amended in 2014 and identifies the subject land use area for approximately 124 attached units with a density range of 7.4-8.3 net dwelling units per acre. This proposal is in alignment with the Master Plan.

Jim Leach of 1704 Green River Drive addressed the commission regarding dust, questioning when the construction will be done, when the remainder of the phases start, and an increase in traffic.

Ryan Walker of 1704 Yampa River Drive addressed the commission regarding the water impacts on the pond and concerns about traffic increasing.

Clarifying questions were asked by the Commission to staff and the applicants.

Vice-Chair Bushelman moved to close the public hearing, Planning Commissioner Reddick seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Jerry Bushelman, Doug Dennison, Roger Colonnese, Timothy Reddick, Jose Valdes, Cindy Beemer; Nays - None; Motion Passed.

2. Preliminary Major Subdivision – Poudre Heights Subdivision 5th Filing – Meritage Homes of Colorado, Inc. (Chelsey Green), Owner/Applicant; Henry Design Group, Inc. (Steve Allen), Applicant's Representative

Please refer to the information contained in the Public Hearing item. Discussion ensued between the Commission and staff.

Vice-Chair Bushelman moved to approve the preliminary major subdivision - Poudre Heights Subdivision 5th filing as presented by staff, Planning Commissioner Reddick seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Jerry Bushelman, Doug Dennison, Roger Colonnese, Timothy Reddick, Jose Valdes, Cindy Beemer; Nays - None; Motion Passed.

3. Public Hearing – Preliminary Major Subdivision – Trautman 5th Filing – Water Valley. (Martin Lind), Owner/Applicant; TST, Inc. (Derek Patterson), Applicant's Representative

The Trautman Farms project area contains 78.73 acres and is currently zoned Single Family Residential (SF-1). The project is located on Lots 7-19 and 23-36 of the Second Filing and Tract B, Fourth Filing Trautman Farms. It is bordered by Weld County

Road 17 to the west with the closest major intersection being East Crossroads Boulevard and WCR 17 (7th St). The intent of this project is to create a single family neighborhood, with multiple lot sizes, connected walkways, a central park area, and development of a 10' regional trail. Primary access will be off CR17 / 7th Street with a traffic study currently being conducted to access traffic impacts and improvement requirements. Utilities, including gas, electric, water, sanitary sewer and irrigation to be provided to all home sites.

David Edblad at 29024 County Road 17 addressed the commission regarding traffic concerns.

Discussion ensued between the commission and staff.

Planning Commissioner Reddick moved to close the public hearing, Planning Commission Member Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Gale Schick, Jerry Bushelman, Doug Dennison, Roger Colonnese, Timothy Reddick, Jose Valdes, Cindy Beemer; Nays - None; Motion Passed.

4. Preliminary Major Subdivision – Trautman 5th Filing – Water Valley. (Martin Lind), Owner/Applicant; TST, Inc. (Derek Patterson), Applicant's Representative

See public hearing item.

Planning Commissioner Bushelman moved to approve the preliminary major subdivision - Trautman 5th filing as presented by staff, Planning Commissioner Dennison seconded the motion. Roll call on the vote resulted as follows; Yeas - Timothy Reddick, Gale Schick, Jose Valdes, Jerry Bushelman, Cindy Beemer, Doug Dennison, Roger Colonnese, Timothy Reddick, Jose Valdes, Cindy Beemer; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Planning Commission

Commissioner Beemer stated that she would not be present for the next meeting on October 5, 2022.

Commissioner Dennison stated that he would not be present for the next meeting on October 5, 2022.

2. Communications from Town Board Liaison

3. Communications from Staff

Per Mr. Eisenbraun, there will be a comp plan kick-off event held on Thursday, October 6 from 4:00 to 7:00 p.m at Pelican Lakes Banquet Room in Water Valley. All members are encouraged to attend the event.

Per Ms. Frawley, the new board portal is u

- a. Civic Clerk Agenda Management System and Board Portal Review - K. Frawley, Town Clerk

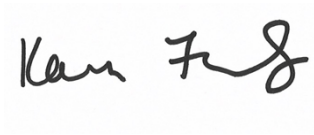
Over the course of this year, the Town Clerk's office has been hard at work creating and implementing a new agenda management system called Civic Clerk. This new system

not only creates the agenda, packets, and minutes but also has a board-only portal that will allow board members to retrieve all packets in one centralized location. Civic Clerk is not only a more efficient solution for the agenda and packet creation process for staff, but it also allows for future growth and additional options for Town Board members and the town's various Boards and Commissions.

Staff will introduce the board members to the new portal and walk through instructions on how to maximize the use of the system.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 8:18 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive, flowing style.

Karen Frawley, Town Clerk