



Planning Commission Regular Meeting

December 7, 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

Vice Chairman Bushelman called the meeting to order at 7:00 p.m.

1. Roll Call

Present: Vice-Chair Bushelman
Doug Dennison
Roger Colonnese
Timothy Reddick
Jose Valdes
Cindy Beemer
David Hassard

Absent: Chairman Schick
Maxwell Nader

Also Present: Town Board Liaison Tallon
Scott Ballstadt, Planning Director
Kimberly Lambrecht, Planner II
Ben Bodiker, Visual Media Coordinator
Kaitlyn Cinnamon, Deputy Town Clerk

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

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

3. Public Invited to be Heard

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

B. CONSENT CALENDAR

1. Approval of the November 16, 2022 Planning Commission Regular Meeting Minutes - K. Cinnamon, Deputy Town Clerk

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

C. BOARD ACTION

D. COMMUNICATIONS

1. Communications from Planning Commission

None

2. Communications from Town Board Liaison

None

3. Communications from Staff

a. American Legacy Academy Statutory Notice

American Legacy Academy ("American Legacy") is a charter school authorized by a charter agreement with the Weld RE-4 School District. American Legacy is negotiating with Marina One, LLC ("Marina One") to lease from Marina One a building that American Legacy would use as its Windsor charter school location.

Colorado Revised Statutes §22-32-124(1.5)(a) requires American Legacy to advise the planning commission, in writing, prior to contracting for a facility. This notice is intended to comply with the foregoing statutory requirement to notify the planning commission before American Legacy contracts with Marina One for this facility. Furthermore, the statute states "The relevant planning commission or governing body may request the charter school to submit a site development plan for the proposed facility, but must issue such request, if any, within ten days after receiving the written advisement".

American Legacy is negotiating to occupy a portion of an existing three-story building located at 1870 Marina Drive, Windsor, CO, which is owned by Marina One. As contemplated by the current status of negotiations, the exterior of the building would remain as constructed with the primary entry to the school through the main doors and porte cochère. Through a design process and review between American Legacy and Marina One, Marina One's builder has prepared the attached proposed site plan, which reflects the proposed site circulation and stacking pattern for student pick-up and drop off. A traffic study is also in progress and will be provided to the Town when it is complete. American Legacy and Marina One intend to permit the project with SAFEbuilt.

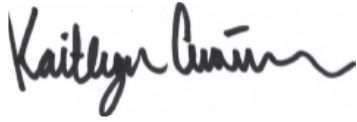
Pertaining to the site specifically, no site modifications, building modifications or any additions are being proposed at this time. A traffic study is currently underway, as well as discussions with the Windsor-Severance Fire Authority.

American Legacy will be a K-8th grade school with an anticipated number of 386 students in their first year, 2024, with a full student capacity of 648 by 2028.

Commissioners asked questions of the staff and the applicant. Discussion ensued between the Commission and Garrett Scallon with American Legacy Academy.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:22 p.m.

A handwritten signature in black ink, appearing to read "Kaitlyn Cinnamon", with a stylized, flowing script.

Kaitlyn Cinnamon, Deputy Town Clerk