



PLANNING COMMISSION MEETING
Town Board Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MINUTES
REGULAR MEETING 2017-01PC
Wednesday, January 18, 2017 - 6:00 p.m.

Commissioners Present:

Todd Ahl
Julie Stout
Brian White
Donald Brookshire
Mike Kinney

Commissioners Absent:

Michelle Duda, Alternate

Staff:

Nicholas Wharton, Assistant Town Administrator
Betty Mauch, Town Clerk
Mitchell Nelson, Town Planner
Mike Ketterling, Town Engineer
Chris Messersmith, Town Engineer

Audience: Stan Everitt, Zack Goodell, Brandon Boxberger

A. CALL TO ORDER

Commissioner Todd Ahl called the meeting to order at 6:00 p.m.

1. Roll Call

Alternate Commissioner Michelle Duda was absent.

2. Pledge of Allegiance

3. Approval of Agenda

MOTION WAS MADE BY COMMISSIONER STOUT Second by Commissioner Kinney to approve the agenda. All members present voting **YES**,

MOTION CARRIED

4. Public Comment: None

5. Approval of Minutes 2016-11PC December 14, 2016

MOTION WAS MADE BY COMMISSIONER KINNEY Second by Commissioner Brookshire to approve the Minutes 2016-11PC December 14, 2016. All members present voting **YES**,
MOTION CARRIED

B. REGULAR MEETING

- **High School No. 2 Concept Plan**
 - **Public Meeting**
 - **Comments from Applicant**

Travis Guerette, RLH Engineering stated that the district passed a \$104-million-dollar bond issue this past November. \$12-million will go to operate the facilities, \$30-million for upgrades to the present schools and the bulk of the bond is for a new high school in Severance. We have \$52-million for the building itself and roughly \$3-million for offsite utilities. The plan is to do an offsite utility package this summer then probably finish the design in October or November then start the bidding and begin construction next January. They plan to open in August of 2019.

Greg Cromer, Architect, DLR Group stated that numbers you are seeing as well as the graphics he is going to show are all the outcome of the District's Master Plan completed last year prior to the Bond. It addressed specifically the High School needs and support of other facilities throughout the district. After going through the master planning process it was determined that we will have to phase the new high school project. We plan for a 1200 student capacity and Phase 1 will be just 165,000 square feet to accommodate 800 students with Phase 2 adding the additional square footage to increase the student capacity to 1200. In the site plan you will see parking, athletic fields and the school itself. In the overall site plan the high school building will be at the highest point of the land parcel and drains away from the building. We are trying to keep all structures out of the floodplain area. Critical to the development of this land parcel is the annexation that we are submitting for tonight as well as the overall development and how this land parcel will be set up for future District's use. The connecting road is critical to that. We had some meetings with the Town and that was brought forward. That is the proposed Hidden Valley Parkway that bisects the land east-west to the south of the high school. We are looking at just under 177 acres and will develop 55 acres for the high school as the rest is in the floodplain. When we look at the actual concept plan for those 55 acres, a lot of conversation was where should the school and stadium sit, how traffic would be impacted, and positioning the front door to the east facing WCR 23 with the athletic pieces to the west. We are looking at developing the fields and the practice fields to the north with the largest portion of student parking closer to those. He showed a diagram of the floor plan with the north part more for after-hours functions, common area, central pre-functions for auditorium where the rest of the building could be secured. The academic area is focused on having small learning communities, the second level departmentalized sciences with a common corridor. From there we are working on how to develop this concept plan with everybody pretty much wanting to stay in the spirit of this plan. He showed the general layout of the plan including Hidden Valley Parkway as a feeder street and major activities to the north, a shortened front courtyard and an open west student courtyard. He stated that when we get to the technical submittal there will be much more detail.

Town Planner Mitch Nelson stated that planning staff has no major concerns at this stage. They recommend approval and waiving the preliminary plat and going straight to final plat.

Town Engineer Chris Messersmith stated that overall the submittal is in good shape. We have already met with the applicant and the town staff on the floodplain issue. The floodplain runs on both sides of the trail. They will work with the School, the Town and the Great Western Trail to come up with a solution for all parties involved.

Assistant Town Administrator Nicholas Wharton stated that Administration is in full support of approval and recommend waiving preliminary plat process and going straight to final plat.

Commissioner Ahl stated that he had been in construction a long time and really likes the concept plan. He noted that the entrances and exits and flow of students is very well thought out.

Tom Jones, 601 Locust Street, Windsor, with the Great Western Trail Authority, (GWT) gave a brief rundown of the Great Western Trail Authority which is made up of Windsor, Severance and Eaton with three (3) representatives from each town. We are charged with building and maintaining the Trail from Windsor to Eaton. The Trail is being used a lot and they would like to improve it even more. We have an agreement with the development at the south end in Windsor that as soon as they develop on the east side they will concrete it for a quarter mile or so. We have a deal also for WCR 23 to 74, there is a lot of activity along there with a number of adjacent subdivisions, the middle school and now a high school, which will increase the activity even more. We are looking for financial partners to help get this hard surface down. We are planning to apply for a Safe Routes to School Grant which requires a 20% match to try to get at least two (2) miles done. He stated he is planting a seed he would like everyone to think about. He noted the trail will benefit many, enhance subdivision and help sell homes.

Stan Everitt, 695 S Wood, Windsor, stated this is great to see and has been a long time coming. He owns property to the east of WCR 23 and north of Hidden Valley Parkway. He noted there will be heavy traffic at the intersection and managing the traffic is a critical issue. He also sees an opportunity for a really good entry feature into the Town. He stated that Hidden Valley Parkway is part of our master plan and there will be a connection through Town all the way to the north. He stated that he likes the way they are doing their site plan. He noted that they need a connection from the school entry to the football field without going through the parking lot.

- **Action**

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to send a recommendation of approval to the Town Board of Trustees for the High School No. 2 Concept Plan with staff recommendations and conditions, with next step to be final plat and final plan. All members present voting **YES**,

MOTION CARRIED

- **Saddler Ridge Replat Phase 2A**

- **Public Hearing**

- **Open Public Hearing**

- Commissioner Ahl opened the public hearing at 6:38 pm.

- **Comments from Applicant**

- Lance Malburg, Crestone Consultants, civil engineers for the project presented a slide show. He stated that in 2006 they platted approximately 320 acres, the lots they are focusing on are 42-59, which are being replatted into 37 carriage lots, which encompasses 66 acres, to allow more than one home on the lot so they could have two dwellings. This would turn 18 estate lots into 37 lots. In 2006 the majority of the sanitary sewer and waterlines were constructed with two separate water lines, one potable and one nonpotable. Detention water will be directed to the existing detention pond. Only the area associated with existing lots 42 through 59 will be replatted. Existing road rights-of-way, Tracts and Outlots located on the west side of the Larimer County Canal will remain as previously platted via the Saddler Planned Unit Development Final Plat and the Saddler Planned Unit Development Filing 2 Final Plat. A proposal for a Community Park with amenities is included in this proposal with additional landscaping etc. We have been working with Saddler Southern development on the trail connections and the detention pond.

- **Comments from Town Planner, Engineer and Staff**

- Town Planner Mitch Nelson stated that the increased 19 lots will make this project high density, the addition of the park and trail connections are good. He stated that planning staff recommends approval with the following conditions: 1) that Saddler Ridge work with North Poudre Irrigation Company on any issues. 2) that more landscaping be added to the native seed area around the play area and to provide more trees. 3) that the applicant addresses the referral comments from North Weld Water. 4) as part of this approval we are asking for approval of the Carriage Lot use.

- Town Engineer Mike Ketterling stated they had some comments on the replats and it looks like they have addressed the water, sewer, drainage, traffic issues and engineering issues.

- **Comments from Planning Commissioner**

- Commissioner Brookshire noted we are at final plat and asked if we need further detail on the park area.

- Town Planner Mitch Nelson stated there is a fully detailed park set in the packet.

- Assistant Town Administrator Nicholas Wharton pulled up a map showing the park which is surrounded by open space and easy to expand.

- Commissioner Brookshire asked what the limitations are on the Carriage Lots concept, are they handled by the HOA, is there a set size on the additional homes and will you specify relatives only.

Lance Malburg stated that would be within the family and they are looking for guidance from the Town on that. There will be an 800 square feet limit on the second house.

Town Planner Mitch Nelson noted that the carriage house would be an accessory to the residence.

- **Comments from the Public** - There were none.
- **Adjourn Public Hearing**
Commissioner Ahl closed the public hearing at 6:54 p.m.

- **Action**

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to recommend approval to the Town Board of Trustees for the Saddler 2A Replat with staff recommendations and conditions. All members present voting **YES**,

MOTION CARRIED

C. STAFF REPORTS

- Next Meeting February 15, 2017

Town Planner Mitch Nelson stated that Friday afternoon they are having a pizza party to work on the Land Use Code and hope to have it to the Board soon.

Town Engineer Mike Ketterling reported that they have been working on the design for the High School and for the extension of Hidden Valley Parkway to Weld County Road 23. They have a lot of work to do, mostly School District work, which Mike has done a lot of over the years and is quite familiar with their needs and wants. Chris Messersmith is assisting with part of the work.

D. ADJOURN

Meeting adjourned at 6:26 p.m.

**TOWN OF SEVERANCE
PLANNING COMMISSION**

Todd Ahl, Chair

ATTEST:

Betty Mauch, Town Clerk