



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

MINUTES
REGULAR MEETING 2017-02PC
Wednesday, February 15, 2017 ~ 6:00 p.m.

Commissioners Present:

Todd Ahl
Julie Stout
Brian White
Donald Brookshire
Michelle Duda, Alternate

Commissioners Absent:

Mike Kinney

Staff:

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

Audience: Kimberley Arnold, Dave & Margo Suhler, Kim and Dustin Grantham, Russ Liberty, Stephanie Watson, Vicki Larson, Sandra Douville, Kelley Lesser, Scott Lesser

A. CALL TO ORDER

Commissioner Todd Ahl opened the meeting at 6:00 p.m.

1. Roll Call

Commissioner Mike Kinney was absent.

2. Pledge of Allegiance

3. Approval of Agenda

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

MOTION CARRIED

4. **Public Comment:** There were none.
5. **Approval of Minutes 2017-01PC January 18, 2017**

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to approve the Minutes 2017-01PC January 18, 2017. All members present voting **YES,**

MOTION CARRIED

B. REGULAR MEETING

- **Parks Master Plan Presentation – Norris Design**

Bill Mohar, Norris Design presented the Parks Master Plan and explained what is involved in a master plan and what needs to be in the plan. He related what citizens have suggested such as a splash park, community garden and bicycle and walking trails. He reviewed the stakeholder organizations and showed a graphic of the survey results. The top three items wanted are a recreation facility, trails and connection to the schools and Great Western Trail. They also asked for youth athletics, activities for seniors, health and wellness programs and possibly other amenities in the future. There are two main age groups in Severance, ages 35-40 and 55-64. There is a desire for youth athletics, activities for seniors. Programming analysis, inventory and assessment will be done in two phases. They looked at what Severance has now and what is available in the surrounding communities. He stated we need a park in or closer to Baldrige that is within walking distance. He showed areas that could be improved. He also showed regional parks of 100 acres plus, community parks of 50-100 acres, sports complexes, community centers, aquatics (would like to see in Severance eventually) pedestrian and bicycle connectivity, public health and cultural centers. They will give their recommendations to the stakeholders, capital improvements of the parks, guidelines of current codes and enhancements to the code that could be made. He concluded that the current and planned acreage is appropriate for the community, and we should consider splash pads after the park improvements are completed.

Assistant Town Administrator Nicholas Wharton stated that a draft will be available next week then they will bring it back to the Board for final comments.

- **High School No. 2 Annexation and Zoning**

- ❖ **Public Hearing**

- **Open Public Hearing**

Commissioner Ahl opened the public hearing at 6:25 p.m.

- **Comments from the Applicant**

Travis Guerette, RLH Engineering gave a presentation showing how the project has progressed since the last meeting. They have finished the drainage study and the traffic study, are progressing on Hidden Valley Parkway and are progressing on utilities and building layout. He reviewed the site plan and showed where everything will be located and how Hidden Valley Parkway will connect.

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

Assistant Town Administrator Nicholas Wharton added one slide to the presentation to show what tonight is actually for. It is looking at just the annexation and zoning of the lower portion. None of the building will actually be on the lower portion. He showed on the slide why they are annexing this portion where the road crosses to bring that road in and annex it all to Severance.

Town Planner Mitch Nelson stated that what we are looking at tonight is the southern portion of the High School property. They want to annex in 83-acres as suburban perimeter, which is appropriate according to our Code and Future Land Use map, so it is the correct zoning for them to have. This would include the north side of the right-of-way for County Road 70. Planning Staff feels that with those things in mind this is an appropriate annexation and helps the High School get to their final goal of opening on time. We are recommending approval.

Town Engineer Chris Messersmith stated that the submittal package is in pretty good shape. He noted that the annexation of WCR 70 along with the southern portion of the annexation will be owned and maintained by the Town of Severance and will also link WCR 70 annexed immediately west of this project and also WCR 23 which is immediately east of this project.

- **Comments from the Planning Commissioners**

Trustee Duda asked that they show the connectivity of the roads that will be maintained by the Town.

Assistant Town Administrator Nicholas Wharton showed on the map the portion of WCR 70 owned by the Town to the point below the high school that is owned and maintained by the County, which will now be owned and maintained by the Town.

- **Comments from the Public** – There were none.
- **Adjourn Public Hearing**

Commissioner Ahl adjourned the Public Hearing at 6:32 p.m.

❖ **Action**

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to approve the proposed annexation and zoning for High School No. 2 with the applicant meeting all of staff recommendations and conditions. All members present voting YES,

MOTION CARRIED

- **The Overlook Preliminary Plat**

- **Public Meeting**

Larry Buckendorf, representing Severance Overlook Investments, LLC, introduced Rob Lauer, Farnsworth Group, Engineering Firm. He stated that the Preliminary Plat is similar to the Concept Plan that was presented previously. He went through the same presentation as previously with updates. The project is north of WCR 72 just east of WCR 21 and consists of 159 acres. The project will take place in four (4) Phases and will consist of 581 lots, 31.92 acres of open space, which meets the 20% code requirement and an 8-acre park in the middle of the subdivision. Their intent is to develop Phase 1 & 2 simultaneously in conjunction with the Town Engineers on connections they need to have. Audubon will be built through and connections to WCR 21 in the first phase. The park has been a part of the primary development from the beginning. The final design of the park is still open. They intend to have facilities for all age groups, mail kiosks, two pocket areas, a gazebo feature and playground structures. He showed examples of entry features and landscaping. They are open to any type of design and intend to be consistent with the same type of fencing seen in this area. He stated there will be entry features at both county roads. He stated he believes this is a well thought out plan and design, the price range will begin in the high \$200,000's. They have given priority to open space and trail network connections and is pedestrian friendly.

Town Planner Mitch Nelson stated that this project was brought through the concept plan process and was approved on January 16th with the recommendation to progress to preliminary plat, which is very consistent to what was approved at the concept plan stage and meets Town requirements. Planning staff is recommending approval with the following conditions: 1) address technical adjustments to the landscape plan and plat, such as specifying builder versus developer trees, add trees to the south of the park area, and add street light locations to the landscape plan, 2) enhance the proposed landscape at the northwest and southwest corners to match the landscape cutouts along WCR 21, 3) an irrigation plan as well as a signage plan will be needed before final plat, 4) the applicant is to continue to work with staff to revise sidewalks and street layout along WCR 21, 5) work with staff to add some turnouts at the mail kiosks and bus stops, and 6) sign and record the annexation documents prior to the March 6th Board meeting. He stated that he received a letter from a concerned citizen and has worked out most of the issues with them. He noted that he will coordinate with them on signage of the monumentation.

Town Engineer Mike Ketterling stated that in their review of the Preliminary Plat they worked up a letter that includes their comments on the preliminary Subdivision Plat, utility report, water and sewer, preliminary drainage report, preliminary geo-technical report, grading and drainage plan, utility plan and traffic study. If after reviewing the information sent to the Town anyone sees any issues they will address them. He noted that the grading is not going off the property and will be addressed at final plat. They looked at the layout of the water, sewer, drainage, streets and the impact study on the adjacent streets. In the case of WCR 21 on the east side of this project there will have to be auxiliary lanes for southbound left turns into the development and also for a northbound right turn lane into the development. The traffic study will be done on how they split the traffic indicated no traffic auxiliary lanes will be needed on WCR 70. He doesn't suspect that any of these of these issues will not be able to be addressed.

Town Administrator John Holdren stated that Administration is recommending that the Planning Commission approve this and forward a recommendation of approval to the Board with staff recommendations and conditions as presented tonight.

Commissioner Brookshire suggested locating stone pillars at the outside corners of the fence to dress it up a little.

Sandra Douville, 504 Prairie Clover Way, asked if they were considering adding street lights at WCR 21 and WCR 74 and whether this is going to affect her property taxes and HOA fees.

Russ Liberty, 703 Aspen Grove Way noticed the road is stubbed off and asked if there are any plans to put something there. He stated that the biggest concern of those of us directly west is trash and dust suppression.

Assistant Town Administrator Nicolas Wharton stated that the Town plans to work with the surrounding jurisdictions to look at WCR 74 to make it a better road throughout the entire area. That will start this year.

- **Action**

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to recommend approval of the Overlook Preliminary Plan to the Town Board with all conditions and recommendations of Town staff in addition to other recommendations presented tonight. All members present voting **YES**,

MOTION CARRIED

C. STAFF REPORTS

Mitch stated that planning is working through the land use code and on Home-Based Businesses.

Mike Ketterling stated they are just trying to keep up with things that are submitted as they occur.

Chris Messersmith agreed with Mike Ketterling.

Nick announced that the next Planning Commission meeting will be March 15, 2017.

D. ADJOURN

Meeting was adjourned at 7:11 p.m.

**TOWN OF SEVERANCE
PLANNING COMMISSION**



Todd Ahl, Chair

ATTEST:



Betty Mauch, Town Clerk