



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

MINUTES
REGULAR MEETING 2017-04PC
Wednesday, April 19, 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

Audience: Jim Birdsall, Larry Buckendorf, Ken Knievel, Elliot Konieczny, Rob Winter, Skyp & Roxane Schneider, Erin Barkey, Barbara, Stromberger, Brad & Carlene Irion, Brad & Tammy Boehler, Leianne Hastings, Benny Yaurhtyata, Matt & Melanie Brier, Anna Halmrast

A. CALL TO ORDER

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

1. Roll Call

Commissioner Kinney was absent.

2. Pledge of Allegiance

3. Approval of Agenda

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

MOTION CARRIED

4. Public Comment: There were none.

5. **Approval of Minutes 2017-02PC February 15, 2017**

MOTION WAS MADE BY COMMISSIONER STOUT Second by Commissioner Brookshire to approve the Minutes 2017-02PC February 15, 2017. All members present voting **YES**,

MOTION CARRIED

B. REGULAR MEETING

1. The Overlook Final Plat

- **Public Hearing**

Open Public Hearing

Commissioner Todd Ahl opened the public hearing at 6:10 p.m.

Comments from Applicant:

Larry Buckendorf, representing the development group, reviewed the slides he showed at the previous meeting. The Overlook subdivision is located south of Weld County Road 72 and east of Weld County Road 21. It is a single family detached residential neighborhood on 166 acres with 581 single family lots developed in four phases and meets the 20% open space requirement with a central park and 31.92 acres (20%) open space. Phase 1 & 2 will be built with all amenities and the park. There will be 231 lots in the first construction phase. The park is more than seven (7) acres. They have spent significant effort on this park, with a soccer field, multi-purpose field, two (2) full playgrounds, numerous benches, a pavilion with picnic benches, water and sewer to that site, and a sand and gravel area. There will be on street parking with as many as 100 parking spaces around the entire park on the park side. He showed examples of play structures, some to accommodate younger children. He showed sample entry features meeting Town requirements and entry monument locations with significant landscaping at the corners.

Comments from Planning Commission:

Commissioner Duda had questions about the acreage of the park and added amenities.

Commissioner Brookshire asked about the pathways and suggested they use concrete instead of crusher fines on them.

Larry Buckendorf stated they plan to use crusher fines on the pathways. The park will be maintained by the Metro District. Irrigation will be nonpotable and will serve the entire subdivision.

Comments from Town Planner, Town Engineer and Staff

Town Planner Mitch Nelson stated they here for final plat approval. Through the Concept Plan process the applicant has addressed the conditions brought forth including, meandering roads, meeting the 20% open space requirement, and changing the fence to a 6' cedar privacy fence. Overall the plan is consistent with the approved concept plan and

approved preliminary plat. The applicant has continued to work with the Town on additions to the park and other adjustments. Planning staff is forwarding a recommendation of approval with the following conditions and any additional conditions from the Town Engineer, with the following conditions: 1) consider adding benches and trail to North of detention area for pedestrian interaction. 2) SIA will need to be finalized prior to the final approval. 3) Applicant address minor technical adjustments on plant and landscape plan. 4) Electrical conduit is added to plans prior to final approval (required by our ordinance).

Town Engineer Mike Ketterling stated that the final plat is where engineering comes in. They have reviewed those plans and submitted seven pages of comments. None of the issues were significant but they would like to see them addressed before final approval. He noted that the Traffic Study was generated at the preliminary plat stage. A south-bound left turn lane needs added on WCR 21. They met with the Applicant to talk about improvements at Audubon and WCR 72. They are trying to make improvements to WCR 72 that will match up with the improvements to be required as Timber Ridge and Hidden Valley build out. They plan to widen the road at Audubon so there can be an east bound left turn lane into this development even though it is not warranted at this time, they would like to do it now so they don't do something that will need changed later.

Commissioner Duda asked about the traffic study and the traffic impact, on 74 and 72.

Town Engineer Mike Ketterling stated that with the High School and all the development coming in the Town is in the process of analyzing Weld County Roads 21, 23, 72 and 74. match summit view hope to make all match with present and future subdivisions. Traffic impacts by overlook are being addressed.

Town Administrator John Holdren asked that when the motion is made, they make a recommendation of how they want to proceed with the Town Board and any additions for the Board to look at.

Comments from the Public: There were none.

Adjourn Public Hearing

Commissioner Ahl closed the Public Hearing at 6:27 p.m.

- **Action**

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to forward a recommendation of approval of the Overlook Final Plat to the Board of Trustees with the conditions that all staff comments be addressed and they consider requiring concrete pad throughout the parkway. All members present voting **YES**,

MOTION CARRIED

2. Severance South Annexation

- **Public Hearing**

Commissioner Ahl opened the public hearing at 6:31 p.m.

Comments from applicant:

Jim Birdsall, Planner, Birdsall Group presented the Severance South project. Windsor LV, LLC has requested to annex 600 acres into the Town of Severance for a proposed development consisting of a residential community with commercial, mixed use, parks and open space uses. It is located north of Highway 392, east of WCR 21, west of WCR 23 and south of WCR 70. He showed the realignment of WCR 23 in the southeast corner to align with the road going south into the industrial park. This project is at the very south end of our growth management area. The south half or so is called a development node in the Comprehensive Plan and is governed by an Intergovernmental Agreement between Severance and Windsor. That agreement specifies the south quarter of the property is maintained for commercial use. This has created a bit of meandering due to the floodplain. They plan to increase the commercial area on the east and decrease it on the west and will work with staff on that. The floodplain covers a little over a quarter of the property within the Severance greenway. They think that is a great launching point from the south for the Severance greenway with The Great Western Trail cutting north through it. The mix of land uses proposed are just a sketch of the roadway network, intersection spacing and best practices. They are looking for discussion tonight since it is not yet annexed and the Planning Commission has not looked at it yet so this is just a bubble plan. A couple comments for discussion tonight are the land use in the north-west corner which they are showing as multi-family residential will probably be a mix of residential uses. The reason they put multi-family there is because they think it will be a pretty busy intersection and is adjacent to the greenway, the trail and the Middle School which makes it very walkable. They put mixed use and commercial on the south and south east because Highway 392 is a busy road and they thought it would be better to increase the depth of the commercial rather than do a sliver of commercial because of the floodplain. They submitted the instrument plan to the Planner that highlights road types and house types etc.

Comments from Town Planner, Town Engineer and staff

Town Planner Mitch Nelson stated this is an annexation, zoning and concept plan for 600 acres with a mix of uses to be zoned suburban perimeter and development node. A resolution of compliance was approved at the April 3rd Board meeting stating the project is in compliance and eligible for annexation into the Town. All the proper notices have been sent to the surrounding neighbors and the neighborhood. The purpose for tonight is to review the project in accordance with our Land Use requirements and our Comprehensive Plan and to forward a recommendation of approval to the Town Board. We reviewed the annexation, zoning and concept plan. This is a bubble plan and further development will require a preliminary plat and final plat review. Overall it meets the requirements and is eligible for annexation with the following suggestions 1) Multi-family along WCR 21 moved more to the core of the development to consider the existing residence, 2) Consider larger lots for some of the northern central single-family to play off existing development, 3) Consider the northern portion east of the greenway for an entrance to the open space. Referrals were received from Weld County Planning Services and Windsor Planning Commission. We will need three separate motions, one for annexation, one for zoning and one for the concept plan.

Comments from Planning Commission

Commissioner Ahl asked how the acreage is broken down between multi-family, single-family and commercial.

Jim Birdsall stated he did not have that information. He stated that their goal is for a diverse mix of housing multi-family, single-family residential and commercial.

Commissioner Brookshire stated that Mr. Birdsall makes a good argument for the north-west corner for multi-family residential and he can see both sides of it. He asked if the road headed west is intended to cross the greenway and if the developer is responsible for FEMA stuff.

Jim Birdsall stated that if multi-family stays there they will increase the landscaping and/or buffering around it. He noted that the road is intended to cross the greenway but it doesn't have to stay that way.

Town Engineer Mike Ketterling stated those are expensive structures to cross but he agrees that it is important to have connectivity, they just need to work through the drainage issues. He noted that a lot of traffic from here goes south and west. No traffic study has been done yet as it is too conceptual.

Commissioner White asked about the percentage of the multi-family versus Two-story apartment buildings.

Jim Birdsall stated he doesn't have that yet at this point. He stated that a healthy community has a mix of uses and housing choices.

Commissioner Brookshire asked what the overall theme is.

Jim Birdsall stated they don't have one yet as it is too early in the plan. This is a key gateway into Severance and they would love to work with the Town staff on that and the signage. We need to let people know when they are entering Severance or Windsor.

Commissioner Duda asked about the open spaces and the timeframe for development.

Jim Birdsall stated there are about 150 acres of open space that is associated with the greenway and does not include any additional open space areas throughout the subdivision. On the time frame you need to think of this as a big project that will take a long time to fully develop. He noted their goal right now is to begin dialogue with the community and come up with a plan that everyone likes.

Town Administrator John Holdren explained that Severance and Windsor have an agreement on the Highway 392 corridor that was done in 2003. It stated that for a quarter of a mile on each side of Highway 392 there are certain standards for the look of buildings, architectural and landscape on both sides.

Comments from the Public - There were none.

Adjourn Public Hearing

Commissioner Ahl adjourned the public hearing at 7:16 p.m.

- Action

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to forward a recommendation of approval of the Severance South Annexation to the Board of Trustees. All members present voting YES,

MOTION CARRIED

3. Severance South Zoning

- Action

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to forward a recommendation of approval of the Severance South Zoning as presented to the Board of Trustees. All members present voting YES,

MOTION CARRIED

4. Severance South Concept Plan

- Public Meeting

Commissioner Brookshire confirmed that this is not set in stone, since we have run across that in the past.

Assistant Town Administrator stated this will not be set in stone, this is just a general concept plan.

Jim Birdsall stated that they will be doing a preliminary plat on each piece. With a bubble plan we can then add more detail knowing the basics are set out.

Commissioner Duda asked what we are agreeing to with the concept plan that is not changeable.

Assistant Town Administrator Nicholas Wharton stated nothing. We can ask to change anything we like.

Commissioner Brookshire noted that the southern portion is not going to change too significantly.

- Action

MOTION WAS MADE BY COMMISSIONER BROOKSHIRE Second by Commissioner Stout to forward a recommendation of approval for the Severance South Concept Plan to the Board of Trustees with staff recommendations including the details and suggestions. All members present voting YES,

MOTION CARRIED

C. STAFF REPORTS

Mitch stated that we had our Community Park approved to go forward. We are getting close on the final land use code changes.

Mike Ketterling stated there is a lot going on and the Board will see a lot of his stuff in the future.

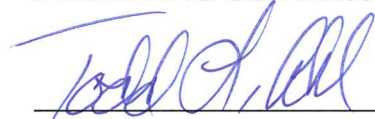
- Nick noted they are beginning the traffic study for the main roads and key intersections in Town.

The next Planning Commission Meeting will be May 17, 2017.

D. ADJOURN


Meeting was adjourned at 7:19 p.m.

**TOWN OF SEVERANCE
PLANNING COMMISSION**



Todd Ahl, Chair

ATTEST:



Betty Mauch, Town Clerk