



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

MINUTES
REGULAR MEETING 2017-07PC
Wednesday, August 16, 2017 – 6:00 p.m.

Commissioners Present:

Brian White
Julie Stout
Mike Kinney
Donald Brookshire

Commissioners Absent:

Todd Ahl
Michelle Duda, Alternate

Staff:

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

Audience: Zack Goodell, Erin Barkey, Larry Moore

A. CALL TO ORDER

1. Roll Call

Vice Chair, Commissioner Brookshire opened the meeting at 6:00 p.m.
Commissioner White arrived at 6:01 p.m. after roll call.

2. Pledge of Allegiance

3. Approval of Agenda

MOTION WAS MADE BY COMMISSIONER KINNEY 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

- 2017-05PC May 17, 2017
- 2017-06PC June 14, 2017

MOTION WAS MADE BY COMMISSIONER KINNEY second by Commissioner Stout to approve the Minutes for 2017-05PC May 17, 2017 and 2017-06PC June 14, 2017. All members present voting **YES**,

MOTION CARRIED

REGULAR MEETING

1. Bornhoft Annexation/Zoning

- **Public Hearing**

- **Open Public Hearing**

Commissioner Brookshire opened the public hearing at 6:05 p.m.

- **Comments from the Applicant**

Jim Bornhoft stated they want to be annexed in since they are right in the middle of the Tailholt subdivision. He stated they think it will be better and they may hook to the Town sewer and to natural gas.

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

Town Planner Mitch Nelson stated that site is northeast of WCR 23 and WCR 72 and surrounded by Town limits. Mr. Bornhoft is requesting to zone the property as Town Core with the ability to continue existing operations until any further development.

Town Engineer Chris Messersmith stated their packet is in good shape.

- **Comments from the Planning Commission** – There were none.

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

- **Adjourn Public Hearing**

Commissioner Brookshire adjourned the public hearing at 6:07 p.m.

- **Action**

MOTION WAS MADE BY COMMISSIONER STOUT second by Commissioner Kinney to recommend approval to the Board of Trustees of the Bornhoft annexation and zoning. All members present voting **YES**,

MOTION CARRIED

2. Saddler Ridge 2A Replat

- **Public Hearing**

- **Open Public Hearing**

Commissioner Brookshire opened the public hearing at 6:08 p.m.

- **Comments from the Applicant**

Gene Oescher, Castle Rock, President of the Saddler Ridge Metropolitan District reported they started when the previous developer failed. He noted it is their intent to continue to build the infrastructure according to the original approved plan set that has already been partially constructed in this area. he showed plans for the site. He noted that they have had success on 30 some lots, and the sewer plant is up and running. He asked for support to complete 37 estate lots.

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

Town Planner Mitch Nelson noted the proposed replat is a part of the Saddler Ridge PUD and has been approved with both large rural lots and a higher density layout. The current layout is a modification of previous plans that maintains the same street layout while changing the number of lots. He noted they are still waiting on the density for the estate lots. Town Engineer Mike Ketterling couldn't be here tonight. Planning staff recommends forwarding a recommendation of approval to the Board of Trustees with the condition that Planning Staff and Engineering comments be addressed.

- **Comments from the Planning Commission – There were none**

- **Comments from the Public**

Larry Moore, owner of the half section to the north stated they went back and forth with the fencing and walkway along his land and asked if that is still in place.

- **Adjourn Public Hearing**

Commissioner Brookshire adjourned the public hearing at 6:14 p.m.

- **Action**

MOTION WAS MADE BY COMMISSIONER KINNEY second by Commissioner Stout to recommend approval to the Board of Trustees of the Saddler Ridge Phase 2A Replat with the Planning Staff and Engineer's comments being addressed. All members present voting **YES**,

MOTION CARRIED

3. Saddler Ridge Setback Amendment

- **Public Meeting**

Town Planner Mitch Nelson stated this was originally done as a PUD with 25-foot setbacks, however the builders are having problems fitting the homes on the lots and are requesting a reduction in the setback to 15-foot setbacks. Planning staff recommends approval of the setback amendment.

- **Action**

MOTION WAS MADE BY COMMISSIONER STOUT second by Commissioner Kinney to recommend approval to the Board of Trustees of the Saddler Ridge Setback Amendment. All members present voting YES,

MOTION CARRIED

4. The Reserve Annexation/Zoning

- **Public Hearing**

- **Open Public Hearing**

Commissioner Brookshire opened the public hearing at 6:17 p.m.

- **Comments from the Applicant**

Jon Turner, owner, noted The Reserve site is 155 acres with a proposed 293 units. The property is already annexed and zoned. They are adding a house and access parcel, which will be a future clubhouse. It has nice landscaping and helps square up the corner section. The Master Plan addresses transportation issues.

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

Town Planner Mitch Nelson stated this annexation is pretty straight forward. The one item he & Chris Messersmith have been working on is getting signatures on the Metro District. They are recommending approval.

Mayor Brookshire clarified that the majority has already been approved

Town Engineer Chris Messersmith got comment taken care of asked for document that Mr. Turner can sign on behalf of project. Already part of Metro District. Sanitary sewer in Town service area management plan shows it is served by Windsor IGA to be completed in the future.

- **Comments from the Planning Commission**

Trustee Kinney asked if there are any conditions to be included in the motion.

Town Planner Mitch Nelson stated they need the signatures from the Metro District.

- **Comments from the Public**

Erin Barkey, 34630 WCR 19, asked when the zoning changed.

Town Planner Mitch Nelson noted that it changed in 2016.

Assistant Town Administrator Nicholas Wharton stated that just the future land use map changed with this project. It is still rural residential, but they will be coming in with a zoning change with higher density. It is only for that property.

Town Administrator John Holdren noted that the zoning has not changed on this property yet. There will be another meeting for that.

Erin Barkey stated that she understands this is an Estate 3 Zoning. Assistant Town Administrator Nicholas Wharton stated it is now called Rural Residential.

Erin Barkey asked who was notified. Town Administrator John Holdren stated it was done through publication in the newspaper and postings around town. When the request for a specific zone change comes in they will notify everyone within 500' of the property.

Assistant Town Administrator Nicholas Wharton stated it is just for that little piece, not for the whole area there. If they get acceptance of the Concept Plan they will have to come back and ask for a zone change. Rural Residential is like the past zoning of R3 Estates. You will be notified for the next process.

- **Adjourn Public Hearing**

Commissioner Brookshire adjourned the public hearing at 6:30 p.m.

- **Action**

MOTION WAS MADE BY COMMISSIONER KINNEY second by Commissioner Stout to recommend approval to the Board of Trustees of the Reserve annexation and zoning. All members present voting **YES,**

MOTION CARRIED

5. The Reserve Concept Plan

- **Public Meeting**

Jon Turner, owner, showed the Concept Plan to the Board. It is a proposal for 293 homes on 155 acres southwest of the intersection of WCR 19 and WCR 72, with various lot sizes from 7,700 square feet to 11,200 square feet.

Town Planner Mitch Nelson stated the property is to be zoned Suburban Perimeter based on the Town of Severance Future Land Use Map and proposed density is 1.9 DU/acre. The road network provides adequate access. While the density doesn't meet the minimum requirements for the zoning district, the layout is currently acceptable and no addition of lots is needed. The minimum of 20% open house is also met with the current plan. Planning staff recommends forwarding a recommendation of approval with the following conditions:

- 1) Applicant add north south trail connections through greenspace.
- 2) A community clubhouse will meet the park requirements, however if no community clubhouse is finalized, additional park amenities will be required.
- 3) Applicant work with the Town on potential bus stop/mail kiosk pullouts
- 4) Applicant confirm any oil and gas setbacks, work with the Town on appropriate buffering and access.

- 5) Applicant clarify setback from east property line.
- 6) Applicant add trail system to WCR 19 setback, can be at the time of development north or south of the project.
- 7) Applicant adjust property zoning as a part of preliminary plat process.

Town Engineer Chris Messersmith stated that most of his comments are related to transportation. WCR 19 is not annexed into the Town and is controlled by Weld County. Any improvements and accesses will need to be reviewed and approved by the County. WCR 72 to the north, in the transportation master plan is identified as a future two-lane rural. If there is a zoning change, we recommend that be changed to a suburban perimeter arterial. On the accesses shown on WCR 72 we ask that be moved to the center of the northern boundary denoting the appropriate distance from WCR 19. The offset intersection along the collector street should be realigned so the intersecting streets are opposite of each other. The whole property will be served by Windsor for sewer which needs taken care of in an IGA.

Zach Goodell, 410 Ptarmigan, asked about the setbacks.

Erin Markey questioned the rezoning change from low to higher density and did they change the dedication of that area to open space.

Jon Turner stated that the master plan open space was never final platted.

Town Administrator John Holdren stated this is just a concept plan and has to follow the process. There was never an old plat just a concept plan that was never acted on and never platted. A concept plan is only allowed to go for three years then has to go through the full process again.

Town Planner Mitch Nelson showed the future land use map.

Assistant Town Administrator Nicholas Wharton stated the main thing that allows the Town to dictate a suburban zoning is the sewer. This project can be sewerred by Windsor. If it can be sewerred by a sanitation line, typically the Town will allow it to be serviced as a larger density. Any that cannot be sewerred by a line will be zoned as a rural residential.

Erin Barkey stated, so the Town has no desire for open space. It is sad to see that happen. Anytime land comes out of agriculture it is heartbreaking. Open space is nice for a lot of reasons so just consider that please.

- **Action**

MOTION WAS MADE BY COMMISSIONER KINNEY second by Commissioner Stout to recommend approval to the Board of Trustees of the Reserve Concept Plan. All members present voting **YES**,

MOTION CARRIED

B. STAFF REPORTS

Mitch stated he will be having a Parks Booth at Severance Days this year.

Chris stated he is keeping busy with the development processes.

Nick reminded everyone that Severance Days is this Friday and Saturday, August 18 & 19.

Mayor Brookshire reported he got together with Windsor and Eaton to discuss improving WCR 74 from WCR 29 to past Highway 85 through Eaton. They are just getting started with this. CDOT is participating and he will bring updates to the Board as they develop.

- Next Meeting September 20, 2017

C. ADJOURN

Meeting adjourned at 6:50 p.m.

**TOWN OF SEVERANCE
PLANNING COMMISSION**



Donald R. Brookshire, Vice Chair

ATTEST:


Betty Mauch, Town Clerk

