



PLANNING COMMISSION MINUTES

October 8, 2020

Chair Gary Poole called the meeting to order at 7:00 p.m.

The Planning Commission and audience joined in saying the Pledge of Allegiance.

Also, present were Commissioners Kimberly Rodell, Richard Foerster, Ruth Ann Nelson, John Howe, Erik Frandsen and Eliana Burke. Alternates Susan Caudill, Tracie Manske and Anthony Matthews were present.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

None

APPROVAL OF MINUTES

Commissioner John Howe moved to approve the September 24, 2020 meeting minutes.

Commissioner Richard Foerster seconded; a vote was taken and passed 7:0.

Chair Gary Poole advised the public of the role of the Planning Commission and to join the Zoom webinar link if they wished to make public comments using the “Raise your Hand” feature; and that those watching on Facebook Live would not be able to make public comments.

PUBLIC HEARING: OPENED: 7:03 P.M. BOWEY PROPERTY – Zoning (Continued from September 10, 2020)

Applicant: Town of Parker

Location: Generally located on the northeast corner of Parker Road and Pine Drive

Department: Community Development, BrieAnna Simon

TRAKiT No. Z20-001

BrieAnna Simon, Planner, presented the staff report for the Bowey Property – Zoning request. Ms. Simon concluded with the determinations in the staff report recommended the Planning Commission recommend Town Council approve the Bowey Property – Zoning request.

Commissioners discussed with staff:

- if the property owner is ok with the annexation; (*Staff said an enclave annexation does not require owner approval but the Town has notified the owner of the annexation and the owner has not responded with comments to the Town.*)

APPLICANT PRESENTATION

Town staff presentation only.

Chair Gary Poole stated this is the time where citizens are encouraged to speak publicly. The use of video conference technology can be challenging when inviting public comment. Therefore, to help us proceed in an organized fashion, we request that you use the "Raise Your Hand" feature to indicate you would like to speak. We will acknowledge speakers in the order they are received. When you are acknowledged for your turn to speak, we request that you introduce yourself by stating your name and address and speak respectfully. Your comments will be limited to three (3) minutes.

PUBLIC COMMENT OPENED

None

PUBLIC COMMENT CLOSED

PUBLIC HEARING: CLOSED: 7:09 P.M. BOWEY PROPERTY – Zoning (Continued from September 10, 2020)

PLANNING COMMISSION DISCUSSION

Planning Commissioners agreed the request:

- meets the nine criteria to recommend approval
- has no objections from outside agencies
- fits with Parker 2035 Master Plan
- will enhance the existing medical community
- will provide for the growth of the medical community
- will be zoned as is
- was noticed to and was not objectionable to the property owner
- is a logical move

Commissioner John Howe moved to recommend Town Council approve Ordinance No. 3.356, the Bowey Property zoning request. Commissioners Richard Foerster and Eliana Burke seconded; a vote was taken and passed 7:0.

PUBLIC HEARING: OPENED: 7:12 P.M. ORDINANCE NO. 3.321.3 -A Bill for an Ordinance to Amend Section 13.02.010 and Subsection 13.07.140(c) of the Parker Municipal Code Concerning Dedications for Parks, Trails, Open Space and Schools

Department: Community Development, Mary Munekata and Stacey Nerger

Parks and Recreation, Dennis Trapp

Mary Munekata, Planner, presented the staff report for Ordinance 3.321.3 amending Section 13.02.010 and Subsection 13.07.140(c) of the Parker Municipal Code concerning dedications for parks, trails, open space and schools. Ms. Munekata concluded with the determinations in the staff report recommended the Planning Commission recommend Town Council approve the ordinance, as conditioned in staff's presentation.

Commissioners discussed with staff:

- the number of homes served by a neighborhood park; (*Staff said the neighborhood parks would serve homes within a ½ mile radius; different from today's standard of serving a ¼ mile radius.*)
- the point where the park would be considered a Community serving park rather than a neighborhood park; (*Staff said within the Land Development Ordinance park dedication requirements are based on the number of housing units relative to a determined amount of acres of park space; if that calculation is less than 10 acres a Neighborhood Park is required; if that calculation is over 10 acres a Community Park is required.*)
- the discrepancy between the park dedication in the ordinance within the Planning Commission packet and what was presented; (*Staff said there was a last minute change in the ordinance that matches what was presented but doesn't appear in the Planning Commission packet.*)
- maintenance responsibilities for Neighborhood and Community Parks; (*Staff said most Neighborhood Parks are owned and maintained by Homeowners' Associations; Community Parks may or may not be owned and maintained by the Town of Parker.*)
- if the park sanitation stations will be portable or permanent structures having water and sewer connections; (*Staff said the details regarding restrooms will be determined at the time of site plan but a Community Park will be required to provide a permanent restroom, such as a vault facility.*)
- that brick "outhouses" are not appropriate for Community Parks; (*Staff said restroom facilities will be negotiated at the time of development of the site.*)
- if existing parks wish to be updated, will they be subject to the requirements of this ordinance regarding providing amenities; (*Staff said existing parks will not be required to provide amenities in the proposed ordinances but it may be used as a guide to offer options for amenities.*)
- that if existing parks are being updated, they would not be required to provide restroom facilities as required for newly developed parks; (*Staff said that is correct.*)
- what determines if a Community Park will be maintained/and or owned by the Town of Parker; (*Staff said ownership/maintenance is determined at the time of site development based on provided amenities that may be of interest to the Town.*)

APPLICANT PRESENTATION

Town staff presentation only.

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PUBLIC COMMENT OPENED

None

PUBLIC COMMENT CLOSED

PUBLIC HEARING: CLOSED: 7:31 P.M. ORDINANCE NO. 3.321.3 -A Bill for an Ordinance to Amend Section 13.02.010 and Subsection 13.07.140(c) of the Parker Municipal Code Concerning Dedications for Parks, Trails, Open Space and Schools

PLANNING COMMISSION DISCUSSION

Planning Commissioners discussed the request:

- is straight-forward
- provides details for the development of park dedications and amenities
- is good for the communities' ability to use parks and park amenities
- will bring a lot of good to the Town

Commissioner John Howe moved the Planning Commission recommend Town Council approve Ordinance No. 3.321.3 - to Amend Section 13.02.010 and Subsection 13.07.140(c) of the Parker Municipal Code Concerning Dedications for Parks, Trails, Open Space and Schools with the following conditions:

1. Increase the park size for a Community-serving park to 10 acres
2. Establish a maximum size for a Neighborhood-serving park at 9.99 acres.

Commissioner Erik Frandsen seconded; a vote was taken and passed 7:0.

PLANNING COMMISSION ITEMS

None

STAFF ITEMS

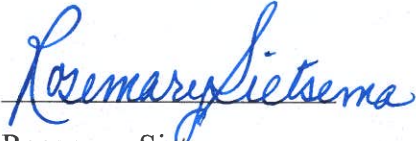
Reminder: October 22, 2020 Planning Commissioner training, prior to the meeting, on: Subdivisions and Platting.

Staff called for a motion to hold a special Planning Commission meeting on October 29, 2020.

Commissioner Ruth Ann Nelson moved to hold a special Planning Commission meeting on October 29, 2020. Commissioner Eliana Burke seconded; a vote was taken and passed 7:0.

ADJOURNMENT

The meeting was adjourned at 7:36 p.m.



Rosemary Sietsema
Recording Secretary



Gary Poole
Chair