



PLANNING COMMISSION MEETING

7:00 PM

February 11, 2021

Town Administrator Emergency Order No. 2-2020: All municipal facilities, including Town Hall where Planning Commission meetings are physically held, are closed to all members of the general public in response to the COVID-19 pandemic.

Town Administrator Emergency Order No. 4-2020: Planning Commission meetings are closed to members of the general public in response to the COVID-19 pandemic. The Town will provide for electronic, virtual participation by the general public, including applicants, residents and other interested parties during regular and special Planning Commission meetings via two (2) media types:

- VIRTUAL PUBLIC PARTICIPATION: VIA ZOOM WEBINAR

Instructions on how to participate in the public hearing are available by viewing the individual Planning Commission meeting listing on the Town's online calendar at www.parkeronline.org/calendar.

- PUBLIC VIEWING ONLY: FACEBOOK LIVE

Planning Commission meetings may be viewed through Facebook Live from the Town of Parker website: www.facebook.com/townofparkerco.

➤ PLEASE NOTE: PUBLIC PARTICIPATION IS NOT AVAILABLE THROUGH FACEBOOK LIVE.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADDITIONS TO OR DELETIONS FROM THE AGENDA

5. **APPROVAL OF MINUTES**

January 14, 2021 Minutes

6. **PUBLIC HEARINGS**

SALISBURY EQUESTRIAN PARK LOT 1 - Site Plan Amendment

Applicant: Town of Parker
Location: Generally located east of Motsenbocker Road and north of Hess Road at an address of 12010 Motsenbocker Road
Department: Community Development, BrieAnna Simon
TRAKiT No.: SP20-028

7. **PLANNING COMMISSION ITEMS**

8. **STAFF ITEMS**

9. **ADJOURNMENT**



PLANNING COMMISSION MINUTES

January 14, 2021

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 November 12, 2020 meeting minutes.

Commissioner Erik Frandsen 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. ORDINANCE NO. 3.324.2 - A Bill for an Ordinance to Amend Section 13.09.040 of the Parker Municipal Code to Add a New Paragraph 13.09.040(b)(4) Concerning the Registration of Temporary Signs Between March 20 and May 1 of Each Calendar Year

Department: Community Development, Bryce Matthews

Bryce Matthews, Planning Manager, presented the staff report for Ordinance 3.324.2 amending Section 13.09.040 of the Parker Municipal Code adding paragraph 13.09.040(b)(4) concerning the registration of temporary signs between March 20 and May 1 of each calendar year. Mr. Matthews concluded with the determinations in the staff report recommended the Planning Commission recommend Town Council approve the ordinance.

Commissioners discussed with staff:

- the requirements for removing signs; (*Staff said the temporary election signs remaining from the November election and after November 15, 2020 need to be removed or registered and enforcement is handled by Community Services; unless the signs are less than two-square feet, as those don't need to be registered. Homeowners' Associations may have stricter regulations. Election signs up as of March 2021, need to be removed by May 1, 2021 for the special election.*)
- who is the responsible party for enforcement action; (*Staff said election signs are not permitted on Town owned property and will be removed by Community Services; signs on private property are the responsibility of the property owner.*)
- action that may be taken against the property owner; (*Staff said initial contact is made by Community Services to explain the requirement to remove signage; the next step is a formal complaint with a summons to court and fines up to \$499 day.*)
- that the Town takes the action against the offender; (*Staff said yes but didn't believe that action had ever needed to be taken.*)

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: 7:10 P.M. ORDINANCE NO. 3.324.2 - A Bill for an Ordinance to Amend Section 13.09.040 of the Parker Municipal Code to Add a New Paragraph 13.09.040(b)(4) Concerning the Registration of Temporary Signs Between March 20 and May 1 of Each Calendar Year

PLANNING COMMISSION DISCUSSION

Planning Commissioners discussed and agreed the request is necessary to accommodate the upcoming special election and encouraged follow-up to have the signs removed by May 1, 2021.

Commissioner John Howe moved the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding suspending registration of temporary signs between March 20 and May 1. Commissioner Richard Foerster seconded; a vote was taken and passed 7:0.

PLANNING COMMISSION ITEMS

None

STAFF ITEMS

None

ADJOURNMENT

The meeting was adjourned at 7:13 p.m.

Rosemary Sietsema
Recording Secretary

Gary Poole
Chair



Planning Commission Staff Report

Planning Commission Date: 2/11/2021

Town Council Date: 2/16/2021

Hearing Type: Public Hearing
SALISBURY EQUESTRIAN PARK LOT 1 - Site Plan Amendment
TRAKiT No.: SP20-028

Location: 12010 Motsenbocker Road

Project Planner: BrieAnna Simon, Associate Planner

Applicant: Town of Parker

Executive Summary: The applicant, the Town of Parker, has submitted a Site Plan Amendment for the Salisbury Equestrian Park, which will allow the addition of parking lot lighting at the Town owned facility for increased safety. The site is generally located east of Motsenbocker Road and north of Hess Road with an address of 12010 Motsenbocker Road.

Staff Recommendation: Approval

RECOMMENDED MOTION

"I move the Planning Commission recommend Town Council approve the site plan amendment to Salisbury Equestrian Park Lot 1 for the addition of parking lot lighting."

ALTERNATIVE MOTIONS

"I move the Planning Commission recommend Town Council approve the site plan amendment to Salisbury Equestrian Park Lot 1 for the addition of parking lot lighting, subject to the following conditions:"

-List conditions (either by staff or Planning Commission)

"I move the Planning Commission recommend Town Council deny the site plan amendment to Salisbury Equestrian Park Lot 1 for the addition of parking lot lighting, as the request does not meet the following approval criteria:"

-List criteria not met (either by staff or Planning Commission)

“I move the Planning Commission move to continue the site plan amendment to Salisbury Equestrian Park Lot 1 for the addition of parking lot lighting to a future date.”

I. BACKGROUND/DISCUSSION

The applicant, the Town of Parker, has submitted a Site Plan Amendment for the Salisbury Equestrian Park, which will allow the addition of parking lot lighting at the Town owned facility. The proposed amendment seeks to improve both safety and operations of this Town of Parker facility. While this parking lot has existed for over 20-years, it was originally built with no lighting. The lack of lighting is a safety concern as employees that work from this facility often arrive prior to daylight or leave during the night particularly when the Town is conducting snow removal.

The proposed light poles have been designed with a 23-foot luminaire mounting height to match the adjacent building height. The project has been designed with perimeter lighting and meets Town of Parker lighting standards for shielding, brightness and uniformity ratios. The proposed site plan has been developed jointly with a number of Town departments including Community Development and Public Works.



II. PRIOR ACTIONS

Date	Action
5/9/1996	Public Works Administrative Building
7/16/2007	Maintenance Facility Improvements including new material & equipment storage bins and a tank containment facility
2/4/2010	Addition of a 10x12 Greenhouse
3/19/2018	PWSD Bulk Water Station

III. CURRENT SITE DATA

Existing Zoning	Public Facilities District		
Overlay District	N/A		
PD & Plan Area	N/A		
Master Plan Area	Medium Density Residential		
Site Acreage	91.94		
Subdivision	Salisbury Equestrian Park		
Existing Use	Public Facility		
Surrounding Uses			
	Master Plan Land Use	Zoning	Existing Use
North	Medium Density Residential	Public Facilities District	Undeveloped
South	Medium Density Residential	Douglas County Zoning	Single-Family Residential
East	Medium Density Residential	Public Facilities District	Existing Salisbury Equestrian Park
West	Medium Density Residential	PD - Planned Development	Single-Family Residential

IV. LAND DEVELOPMENT ORDINANCE

ZONING CONSISTENCY (Site Plan/UBSR/Sketch/Prelim Plan/MDP)			
Provisions	Existing/Required	Proposed	Analysis
Setbacks	25 feet to adjacent residential districts	Setbacks are not being altered with this application.	☐ Consistent ☐ Inconsistent ☒ N/A
Density	Density is not a component of this application.		☐ Consistent ☐ Inconsistent ☒ N/A
Height/Stories	No building modifications are included in this proposal that affect height.		☐ Consistent ☐ Inconsistent ☒ N/A
Lot Size	No minimum or maximum lot size.		☐ Consistent ☐ Inconsistent ☒ N/A
Lot Coverage	Lot coverage alterations are not a component of this application.		☐ Consistent ☐ Inconsistent ☒ N/A
Landscaping	Title 13.06.070	Landscaping is not being altered with this application.	☒ Consistent ☐ Inconsistent ☐ N/A

Off-Street Parking	Title 13.06.050	Parking is not being altered with this application.	☒ Consistent ☐ Inconsistent ☐ N/A
Miscellaneous	Title 13.10.140	The new lighting elements will meet the lighting code.	☒ Consistent ☐ Inconsistent ☐ N/A
Staff Analysis	The proposed changes being proposed meet the requirements of the Land Development Ordinance.		

V. DESIGN REVIEW

The applicable sections of the Commercial, Industrial & Multifamily Design Guidelines emphasize sensitivity to adjacent uses and creative place making design as well as providing a safe and efficient pedestrian and vehicular network. This proposal meets the criteria and is consistent with the Commercial, Industrial & Multifamily Design Standards.

VI. ACCESS, CIRCULATION & TRAFFIC ANALYSIS

Access for the site is from Motsenbocker Road. There are no alterations being proposed to the site access with this application.

VII. SUMMARY REFERRAL AGENCY COMMENTS AND CONDITIONS

Agency	Comments
Parker Engineering	Approved
Parker Fire & Life Safety	Approved
Public Service Company of Colorado	No Conflict
Parker Water and Sanitation	Approved
Cherry Creek Basin Water Quality Authority	Approved
IREA	Approved
CenturyLink	No Comment
Comcast	No Comment

VIII. CONCLUSION

This project addresses a number of issues on the current site, both functional and for safety. Modifications to the site are in compliance with the Land Development Ordinance and the Development Design Standards. This application will enhance the current amenities of the town owned facility. Staff supports the proposal.

IX. ATTACHMENTS

1. Applicant's Narrative
2. Site Development Plan

Report Approved By: Bryce Matthews, Planning Manager



Your kind of place.

April 7, 2020

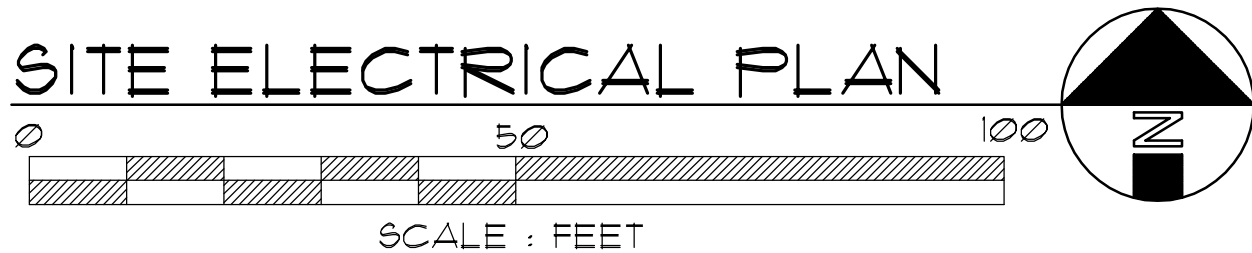
Town of Parker
Planning Division
20120 Mainstreet
Parker, CO 80138

RE: Project Narrative

The Town has budgeted funds in 2020 to design some lighting for the employee parking lot at the Motesenbocker facility adjacent to Salisbury park facility. While this parking lot has existed for over 20-years, there has never been any lighting due to budget. The lack of lighting is a safety concern as employees that work from this facility often arrive prior to daylight or leave during the night particularly when the Town is conducting snow removal. While design is currently funded in 2020, construction would occur in 2021, if funded.

The light poles have been designed with a 23-foot luminaire mounting height to match the adjacent building height. The project has been designed with perimeter lighting versus cutting the parking lot and adding luminaires to the interior, which introduces the risk of backing into/hitting the luminaires.

The Town is requesting a three (3) year approval of the Site Plan Amendment. Given the uncertainty of future budgets, there may be a set-back in the budget process and it is in the Town's interest to have a contingency plan in place.



SCOPE OF WORK

PROVIDE POWER AND AREA LIGHTING IN PARKING LOT

General Notes This Sheet:

- Contractor shall coordinate with IREA for the location of the new IREA meter pedestal and access for installing customer breaker and load side power connection.
- Pole mounted fixtures shall be located as shown on the plans with a five foot setback from the edge of pavement.

Detail Notes This Sheet:

- Existing IREA residential 15KVA pad-mounted transformer.
- New IREA meter pedestal provided and installed by IREA.
- New 120/240V, 1ph, 3w, 100A, 14KAIC, NEMA 3R Milbank unmetrated commercial pedestal including one 16-circuit load center with 60A 2-pole main circuit breaker; HAND-OFF-AUTO switch with photocell and 7-day clock control and a 60A 4-pole contactor. Contractor shall coordinate with Owner to program time clock for parking area lighting operation from dusk to 1 hour after business hours as per municipal code.
- New 24"W x 30"L x 18"D open bottom Quazite tier 15 pullbox with "ELECTRIC" heavy duty cover located behind new Milbank pedestal.

ELECTRICAL LEGEND

NOT ALL SYMBOLS SHOWN ON PLANS

POWER

- CIRCUIT HOMERUNS
- SINGLE RECEPTACLE
- DUPLEX RECEPTACLE
- HALF SWITCHED RECEPTACLE
- FLOOR DUPLEX RECEPTACLE
- CEILING DUPLEX RECEPTACLE
- 4-PLEX RECEPTACLE
- CEILING 4-PLEX RECEPTACLE
- FLOOR 4-PLEX RECEPTACLE
- SPECIAL RECEPTACLE
- SPECIAL FLOOR RECEPTACLE
- METER
- CT CABINET
- NON-FUSED DISCONNECT SWITCH
- FUSED DISCONNECT SWITCH
- MOTOR STARTER
- COMBINATION MOTOR STARTER
- MOTOR
- PANELBOARD
- J-BOX
- PULLBOX
- PUSHBUTTON
- TRANSFORMER
- TELEPHONE/POWER POLE

COMMUNICATIONS

- TELEPHONE TERMINAL BOARD
- DATA OUTLET
- DUPLEX DATA OUTLET
- FLOOR DATA OUTLET
- DUPLEX FLOOR DATA OUTLET
- TELEPHONE OUTLET
- DUPLEX TELEPHONE OUTLET
- FLOOR TELEPHONE OUTLET
- FLOOR DUPLEX TELEPHONE OUTLET
- TV OUTLET

ABBREVIATIONS

- AC ABOVE COUNTER
- GFI GROUND FAULT INTERRUPTING
- (N) NEW
- (E) EXISTING
- (R) RELOCATED

PSA

Power Systems Analysis, Inc.

5120 E. 17th Ave.
Denver, Colorado 80220
(303) 399-2818

SALISBURY EQUESTRIAN PARK
PARKING LOT LIGHTING
11920 N. MOTSENBOCKER RD
PARKER, COLORADO 80134



COMcheck Software Version COMcheckWeb

Exterior Lighting Compliance Certificate

Project Information

Energy Code: 2018 IECC
Project Title: SALISBURY PARK
Project Type: New Construction
Exterior Lighting Zone: 2 (Residential mixed use area)

Construction Site:
11920 N MOTSENBOCKER RD
PARKER, Colorado 80134

Owner/Agent:
Colorado

Designer/Contractor:
EDMUND LYNCH
Power Systems Analysis, Inc.
5120 E 17th Avenue Parkway
Denver, Colorado 80220
303992818
ned.psa@comcast.net

Allowed Exterior Lighting Power

A Area/Surface Category	B Quantity	C Allowed Watts / Wattage	D Tradable Wattage	E Allowed Watts (B X C)
PARKING (Parking area)	33190 ft ²	0.04	Yes	1328
Total Tradable Watts (a) =				1328
Total Allowed Watts =				1328
Total Allowed Supplemental Watts (b) =				400

(a) Wattage tradeoffs are only allowed between tradable areas/surfaces.
(b) A supplemental allowance equal to 400 watts may be applied toward compliance of both non-tradable and tradable areas/surfaces.

Proposed Exterior Lighting Power

Fixture ID : Description / Lamp / Wattage Per Lamp / Ballast	B Lamps/ Fixture	C # of Fixture	D Wattage (C X D)	E
PARKING (Parking area, 33190 ft ²): Tradable Wattage				
LED: AA: TYPE 4 LED @ 23'AFG: Other:	1	8	89	712
LED: BB: TYPE 3 LED @ 23'AFG: Other:	1	2	89	178
Total Tradable Proposed Watts =				890

Exterior Lighting PASSES: Design 48% better than code

Exterior Lighting Compliance Statement

Compliance Statement: The proposed exterior lighting design represented in this document is consistent with the building plans, specifications, and other calculations submitted with this permit application. The proposed exterior lighting systems have been designed to meet the 2018 IECC requirements in COMcheck Version COMcheckWeb and to comply with any applicable mandatory requirements listed in the Inspection Checklist.

EDMUND A. LYNCH, Jr. P.E.

Signature

2/26/2020

Date

Project Title: SALISBURY PARK
Data filename:

Report date: 02/26/20
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