



PLANNING COMMISSION MINUTES

September 14, 2023

Planning Commission Acting Vice Chairman Erik Frandsen called the meeting to order at 7:02 p.m.

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

Also present and seated were Commissioners Leland Sloan, Jane Lane, Ruth Ann Nelson, Nick Metz and Erik Rieger.

ADDITIONS, MODIFICATIONS OR DELETIONS FROM THE AGENDA

None

APPROVAL OF MINUTES

Commissioner Nick Metz moved to approve the August 10, 2023, meeting minutes. Commissioner Ruth Ann Nelson seconded; a vote was taken and passed unanimously.

PUBLIC HEARING OPENED: 7:04 PM – NEWLIN CROSSING TOWNHOMES SKETCH AND PRELIMINARY PLAN

Applicant: PCS Group LLC/Lennar Colorado
Location: 4241 E. Mainstreet
Department: Community Development, Julia Duncan
TRAKiT No.: SUB21-057 & SUB21-058

STAFF PRESENTATION

Julia Duncan, Associate Planner, presented the staff report proposing a Sketch and Preliminary Plan for 96 townhome lots with tracts for parking, landscaping, and open space. Ms. Duncan concluded with the determinations in the staff report that the Planning Commission recommend Town Council approve the requested Newlin Crossing Townhomes Sketch and Preliminary Plan.

APPLICANT PRESENTATION

Alan Cunningham (PSC Group) gave the applicant's presentation.

- The applicant provided information on representatives and companies working on the project.
- The applicant provided an overview of the project.

- The applicant shared several slides illustrating the site and townhome elevations.

Commissioner discussion with staff and applicant:

- Commissioner Ruth Ann Nelson asked about guest and service vehicle parking; *(applicant said they will be able to meet and exceed parking requirement since the townhomes are spread out and that there are alleys, that they were able to spread out parking and have some off-street parking, and all units have garages).*
- Commissioner Ruth Ann Nelson asked if the garages will be single or two car garages; *(applicant said there will be a mix of one and two car garages, but the majority will be two car garages).*
- Commissioner Ruth Ann Nelson asked if they will be adding 220-volt electrical service in the garages for electric vehicle charging; *(applicant said they will address this with their site plan application).*
- Commissioner Ruth Ann Nelson asked if they plan to have electric charging stations in parking areas for visitors; *(applicant said they are not currently planning for that).*
- Commissioner Ruth Ann Nelson asked about a comment in the packet concerning water availability and how that works; *(staff explained that Stonegate Village Metro District doesn't use the Town's online tracking system and that most correspondence are handled via email. Staff read an email from Stonegate Village Metro District which stated that they will be able to provide water and sewer service to this development and the entirety of Newlin Crossing).*

PUBLIC COMMENT

None.

PUBLIC HEARING CLOSED: 7:20 P.M. – NEWLIN CROSSING TOWNHOMES SKETCH AND PRELIMINARY PLAN

Planning Commissioner Discussion

- Commissioner Ruth Ann Nelson said she is happy to see townhomes come into Town because they tend to be more affordable and they preserve open space, believes that this is a well thought out plan, believes parking concerns will be addressed at site plan, encourages the applicant to look at electric vehicle charging options for townhome owners and guests and is supportive of the project.
- Commissioner Erik Rieger agrees with Commissioner Ruth Ann Nelson, believes the townhomes coming into a large development rounds out the available options and he will be in approval of this project.
- Commissioner Nick Metz said it's a great addition to the surrounding community that's currently under development and is supportive of the project.
- Commissioner Jane Lane agrees with her fellow commissioners and appreciates the developer's efforts to overcome the topographic issues and fit the right project into the site.
- Commissioner Leland Sloan agrees with his fellow commissioners and appreciates the staff's diligent work providing emails and responses to the commissioners when requested.

- Commissioner Erik Frandsen said he is support of the project and appreciates the developer bringing more townhome products to Town.

Commissioner Nick Metz moved the Planning Commission recommend Town Council approve the requested Newlin Crossing Townhomes Sketch and Preliminary Plan. Commissioner Jane Lane seconded; a vote was taken and was passed unanimously.

PUBLIC MEETING OPENED: 7:23 P.M. – A BILL FOR AN ORDINANCE TO AMEND SUBSECTION 13.07.130(H) OF THE PARKER MUNICIPAL CODE CONCERNING DEDICATION STATEMENTS

Applicant: Town of Parker
 Location: Townwide
 Department: Community Development, Bryce Mathews

STAFF PRESENTATION

Bryce Matthews, Assistant Director - Planning, presented the staff report proposing that Ordinance No. 3.286.4 will amend Section 13.07.130, Certifications, of the Parker Municipal Code to update the required subdivision plat dedication statement with language about the location of utility easements and to reformat the dedication statement to make it more readable. Mr. Matthews concluded with the determinations in the staff report that the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding dedications statements.

Commissioner discussion with staff and applicant:

- Commissioner Ruth Ann Nelson asked about sidewalk obstructions, who is responsible for clearing obstructions and does the Town have code enforcement officers looking for sidewalk obstructions; *(staff said chapter ten of the Town's Municipal Code gives the responsibility of sidewalk maintenance including shoveling, removing obstructions to the adjoining property owner, that these infractions are typically complaint driven and then Police Community Services will respond).*

PUBLIC COMMENT

None.

PUBLIC HEARING CLOSED: 7:28 P.M. – A BILL FOR AN ORDINANCE TO AMEND SUBSECTION 13.07.130(H) OF THE PARKER MUNICIPAL CODE CONCERNING DEDICATION STATEMENTS

Planning Commissioner Discussion

- Commissioner Jane Lane thanked Town staff for working with the utility providers to revise the ordinance that meets all party's needs.

- Commissioner Ruth Ann Nelson said on behalf of the surveyors in the surveying community, thank you for breaking this up into smaller chunks. It's much appreciated.

Commissioner Erik Rieger moved the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding dedications statements. Commissioner Nick Metz seconded; a vote was taken and was passed unanimously.

PUBLIC MEETING OPENED: 7:29 P.M. – A BILL FOR AN ORDINANCE TO AMEND SECTION 13.02.010 AND SECTION 13.10.090 OF THE PARKER MUNICIPAL CODE CONCERNING UTILITIES

Applicant: Town of Parker
 Location: Townwide
 Department: Community Development, Bryce Mathews

STAFF PRESENTATION

Bryce Matthews, Assistant Director - Planning, presented the staff report proposing to amend Section 13.02.010, Definitions, and Section 13.10.090, Utilities, of the Parker Municipal Code. The purpose of the proposed amendments is to further clarify utility related definitions; update standards for the location of easements serving a commercial use; and provide guidance about utility design for properties with multiple street fronts, such as corner lots. Mr. Matthews concluded with the determinations in the staff report that the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding utilities.

Commissioner discussion with staff and applicant:

- Commissioner Ruth Ann Nelson asked about the issue concerning utility easement access where window wells are present; how is that addressed for existing situations and how will that be prevented in the future; *(staff said we are unable to address existing situations; the previous conversation about the dedication statements provides clear instructions and responsibilities for utilities, which begins to address these types of situations. The Town has been working with the utility and allowing them to review and weigh in if we discover an encroachment problem when reviewing a site plan for a single-family home).*
- Commissioner Jane Lane, in follow up to Commissioner Ruth Ann Nelson's question, asked if the utility agencies will receive a referral when the easement is encroached; *(staff said Town staff will reach out and provide the utility agency a referral and information to track it).*

PUBLIC COMMENT

None.

PUBLIC HEARING CLOSED: 7:38 P.M. – A BILL FOR AN ORDINANCE TO AMEND SECTION 13.02.010 AND SECTION 13.10.090 OF THE PARKER MUNICIPAL CODE CONCERNING UTILITIES

Planning Commissioner Discussion

- Commissioner Ruth Ann Nelson said she is pleased with the collaboration between the Town and the utility agencies, the Town's flexibility responding to the utility agency's requests and that the agencies have been willing to work with the Town.
- Commissioner Jane Lane said that with this ordinance, she is happy that esthetic values have been preserved.
- Commissioner Nick Metz agreed.
- Commissioner Erik Frandsen agrees with his fellow commissioners, is pleased that esthetics remain an important aspect, appreciates that the Town and utility agencies have worked together for a solution and is in support.

Commissioner Ruth Ann Nelson moved the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding utilities. Commissioner Leland Sloan seconded; a vote was taken and was passed unanimously.

PLANNING COMMISSION ITEMS

None

STAFF ITEMS

Bryce Matthews told the commissioners that there are no agenda items for the next meeting so staff will present two training sessions on September 28th at 5:30 pm.

ADJOURNMENT

Commissioner Ruth Ann Nelson moved that the meeting be adjourned. Commissioner Nick Metz seconded the motion, and the motion was passed unanimously. The meeting was adjourned.



Jeff Miller
Recording Secretary



Erik Frandsen
Acting Vice Chair