



## PLANNING COMMISSION MEETING

7:00 PM

November 13, 2025

Prior to the Meeting: 5:30 p.m. *Planning Commissioner Training*

Planning Commission meeting packets are prepared several days prior to the meeting. This information is reviewed and studied by the Commissioners eliminating lengthy discussions to gain a basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the part of the Planning Commission.

**Public comment on agenda items may only be made in person.**

**Public Viewing Only - YouTube: Planning Commission meetings may be viewed through YouTube at: <https://www.youtube.com/townofparkerco>.**

**PLEASE NOTE: Public participation is NOT available through YouTube.**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ADDITIONS TO OR DELETIONS FROM THE AGENDA**
5. **APPROVAL OF MINUTES**
  - A. **Planning Commission Meeting Minutes - 10.23.25**
6. **CONSENT AGENDA**
7. **PUBLIC MEETINGS**
  - A. **Amendment to Section 13.05.030(e)(23) of The Parker Municipal Code Concerning Use Specific Standards for Automotive Fuel Sales**

Applicant: Town of Parker  
Location: Townwide  
Department: Community Development, Bryce Matthews  
TRAKiT  
No.:

8. **PLANNING COMMISSION ITEMS**

9. **STAFF ITEMS**

10. **ADJOURNMENT**



## **PLANNING COMMISSION MINUTES**

**October 23, 2025**

Planning Commission 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 and seated were Commissioners Jane Lane, Eliana Burke, Lisa Ruiz, Erik Rieger, Nick Metz, and Bret Tueller.

### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

None.

### **APPROVAL OF MINUTES**

Commissioner Elaina Burke moved to approve October 9, 2025, meeting minutes. Commissioner Erik Rieger seconded; a vote was taken and the motion passed unanimously.

### **PUBLIC HEARING OPENED: 7:02 P.M. – REATA NORTH F1 TRACT T PWSD WELL WATER FILTRATION BLDG SITE PLAN AMENDMENT**

Applicant: Town of Parker  
Location: North of Hilltop Road and West of Canterbury Parkway  
Department: Community Development, Cynthia Thye  
TRAKiT No: SP25-056

### **STAFF PRESENTATION**

Cynthia Thye, Planner, presented the staff report regarding the Reata North F1 Tract T PWSD Well Water Filtration Building Site Plan Amendment. Parker Water and Sanitation District is proposing to construct a 2,633 square foot filtration annex building adjacent to their well house to improve drinking water quality for the community. Ms. Thye concluded with the determinations in the staff report that the Planning Commission recommend Town Council approve the Reata North F1 Tract T Water Filtration Site Plan Amendment. Subject to the following conditions:

1. **Approved Site Plan** - The Site Plan exhibit, building elevations exhibit and landscape plan exhibit shall be the approved plans.

2. **Approved Construction Plan Documents** - The construction plan documents signed by Engineering, the water and sanitation district and Fire Life Safety, shall be the approved construction plans.
3. **Removal of Public Notice Signs** – All Public Notice signs posted on the property must be removed within ten (10) business days from the date of this letter.
4. **Approval Expiration** - This approval has been based upon the review of information submitted to our office as part of your request for an administrative site plan approval and **SHALL REMAIN IN EFFECT FOR FIFTEEN (15) MONTHS FROM THE DATE OF THIS APPROVAL LETTER.** If a Grading Permit or Building Permit is not obtained within fifteen months, this approval becomes null and void. The Community Development Director, upon written request, may grant a one hundred eighty (180) day extension.
5. **Prairie Dog Certification Required** - A Certification of Compliance with Municipal Code Section 13.08.040(e) Prairie Dog Management is required prior to issuance of a Grading Permit and the start of any work on the site.
6. **Permits Required** - It is the applicant’s responsibility to acquire all required permits prior to starting work on the site including Grading Permits, Building Permits and Electrical Permits.
7. **Screening of Mechanical Equipment and Utility Boxes Required** - All **MECHANICAL EQUIPMENT SHALL BE FULLY SCREENED** with permanent material and painted to match the building color. All rooftop vents and other appurtenances shall be painted to match the roof or building color to minimize their visual impact. All rooftop mechanical, vents or appurtenances, which are not shown on the approved plans may require additional conditions for screening as determined by the Town.
  - Above ground on-site utilities for the provision of service to nonresidential use(s) may not be located in the front-yard between the building and the public or private street and can only be located in a rear-yard or side-yard. Any above ground **UTILITY EQUIPMENT SHALL BE SCREENED** with landscaping or a screening wall in coordination with the utility company. Where utility meters and connections are attached to the building they shall be located away from the public realm to the greatest extent possible and be painted to match the building. Location of all utility equipment shall be reviewed and approved by the Community Development Department prior to installation. Any deviation from this standard may result in the relocation of the equipment.
8. **Landscape Inspections or Security Required** – Landscape inspections will not be conducted between October 31<sup>st</sup> and May 15<sup>th</sup> due to weather and plant material being dormant. In the event that a non-residential project is in need of final inspections during this timeframe, the Town will not issue a Certificate of Occupancy. The Town may issue the Temporary Certificate of Occupancy subject to the property owner signing a site complete deposit agreement and submitting security with the Town. Security shall equal one hundred ten percent (110%) of the estimated cost of the landscape improvements that are based upon a professional landscape architect or contractor estimate that is in a form acceptable to the Town. In addition, there is an administrative fee of one hundred dollars

(\$100.00) if the deposit is in the form of cash and two hundred and fifty dollars (\$250.00) if the deposit is a letter of credit.

9. **Landscape Compliance with Colorado Senate Bill 24-005 (SB24-005)** – On March 15, 2024, Governor Jared Polis signed SB24-005 prohibiting new non-functional turf, artificial turf and invasive plant species from being located in the rights of way, on public properties and on any non-residential property. SB24-005 applies to any landscape and plant material installed after January 1, 2026. It is the applicant’s responsibility to ensure compliance with SB24-005. Compliance may require the applicant to amend the approved landscape plan and/or streetscape plan if said landscaping is not installed prior to October 15, 2025 or if it is determined to not be otherwise in compliance with SB24-005.
  
10. **Final Grading Certificate Required** - The Town requires the submittal of a Final Grading Certificate as a *prerequisite to obtaining a Certificate of Occupancy or Temporary Certificate of Occupancy*.
  - An as-built drawing of the individual lot which indicates the finished floor elevation(s), and finished grade site elevation points sufficient to show positive drainage away from all buildings.
  - A certification statement by a licensed professional engineer **and** surveyor, accompanied by their stamp and signature. Please contact the Planning Division to obtain the specific language that is required.
  
11. **Signage Not Included** - Approval of this site plan **DOES NOT INCLUDE SIGNAGE**. All signage for this site and building will be required to meet the Town of Parker Sign Code Chapter 13.09 and will require a separate sign permit application submittal.
  
12. **Tree Mitigation** – Prior to issuance of a grading or building permit for the Property, the Developer shall apay the Town of Parker \$3,190, which is the cost of the trees proposed to be removed from the Property within the Tree Conservation Tree Plan approved by the Town of Parker.

**COMMISSIONER DISCUSSION WITH STAFF**

None.

**APPLICANT PRESENTATION**

Deena Davidson, with Tetra Tech, provided the applicant’s presentation:

- The applicant shared several slides regarding the design, function and purpose of the proposed water filtration annex building.

**COMMISSIONER DISCUSSION WITH APPLICANT**

- Commissioner Nick Metz asked if noise from the building is a concern; (*applicant said that noise is not a concern. The noise will be contained within the building*).

- Commissioner Erik Rieger asked how often the filtration system will need to be serviced and how much traffic will be generated to service the system; (*applicant said the filters run unmanned. There would only be workers onsite if there was an operational upset or routine maintenance that may occur about once per week*).
- Commissioner Eliana Burke asked what is the length of time to build the new filtration building; (*applicant said 12 months to complete*).

**PUBLIC COMMENT**

None.

**PUBLIC HEARING CLOSED: 7:13 P.M. – REATA NORTH F1 TRACT T PWSD WELL WATER FILTRATION BLDG SITE PLAN AMENDMENT**

Commissioner discussion:

- Commissioner Elaina Burke said it is the next thing needed for the growth in that area, and she is in favor.
- Commissioner Lisa Ruiz commented that the technical advances that were discussed all lead to safer drinking water and she appreciates that.
- Commissioner Nick Metz said that it is great that PWSD is going above and beyond, and he thinks it will be a great addition. He is in favor.
- Commissioner Janes Lane loves that Parker Water is so proactive. She wanted to make sure that the Planning Commission and the applicant are aware of the additional conditions that staff have suggested about screening, etc.
- Commissioner Erik Rieger said he is fascinated by the amount of iron taken out of the water.
- Commissioner Gary Poole agrees with fellow Commissioners and will be in support of this project.

Commissioner Erik Rieger moved the Planning Commission recommend Town Council approve the Reata North F1 Tract T PWSD Well Water Filtration Bldg Site Plan Amendment –subject to the conditions included in the staff’s presentation. Commissioner Bret Tueller seconded, a vote was taken and the motion passed unanimously.

**PLANNING COMMISSION ITEMS**

None.

**STAFF ITEMS**

None.

**ADJOURNMENT**

Commissioner Eliana Burke moved that the meeting be adjourned. Commissioner Nick Metz seconded the motion; a vote was taken and the motion passed unanimously. The meeting was adjourned.

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Jennifer Malley  
Recording Secretary

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Gary Poole  
Chairman – Planning Commission



## Planning Commission Staff Report

**Planning Commission Date:** 11/13/2025

**Town Council Date:** 11/17/2025

**Hearing Type:** **Public Meeting**  
**An Ordinance to Amend Section 13.0.030(e)(23) of the Parker Municipal Code Concerning Automotive Fuel Sales**

**Location:** **Townwide**

**Project Planner:** **Bryce Matthews, Assistant Director - Planning**

**Applicant:** **Town of Parker**

**Executive Summary:** The Town proposes to amend Section 13.05.030(e)(23), Automotive Fuel Sales, of the Land Development Ordinance (LDO). The proposed amendment to the LDO will apply existing use-specific standards for the development of automotive fuel sales (gas stations) to Planned Development (PD) zone districts.

**Staff Recommendation:** **Approval**

### **RECOMMENDED MOTION**

*“I move the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding automotive fuel sales.”*

### **ALTERNATIVE MOTIONS**

*“I move the Planning Commission recommend Town Council approve an ordinance to amend the Parker Municipal Code regarding automotive fuel sales with the following conditions:”*  
*-List proposed conditions*

*“I move the Planning Commission recommend Town Council deny an ordinance to amend the Parker Municipal Code regarding automotive fuel sales:”*  
*-List criteria not met (either by staff or Planning Commission)*

*“I move the Planning Commission vote to continue an ordinance to amend the Parker Municipal Code regarding automotive fuel sales.”*

## **I. BACKGROUND/DISCUSSION**

As the Town approaches future build-out, Community Development staff monitor the remaining commercial, light industrial and mixed-use areas in order to assess conditions, ensure consistency

with the Parker 2035 Master Plan and support appropriate development that protects future economic vitality. The Town relies on having an adequate base of commercial, light industrial and mixed-use areas that generate sales tax revenue and employment for the long-term economic and fiscal sustainability of the community. In recent years, the Town has experienced a proliferation of gas station development. In addition, community members have noted concerns about lighting, visual impacts, fumes, flammable materials and other negative impacts of automotive fuel sales on nearby properties. In 2024, the Town responded to these concerns by applying use specific standards for automotive fuel sales to properties in straight LDO zone districts.

The use-specific standards currently only apply to straight zone districts in the LDO. Community Development staff are proposing to amend the LDO to apply the current use specific standards for automotive fuel sales to include areas zoned Planned Development (PD).

The proposed changes are intended to permit the development of gas stations in certain locations, which will preserve the limited, high-visibility commercial areas for appropriate commercial uses and to reduce the impacts of gas stations on residents and vulnerable populations. The proposed amendment would add the following use specific standards for automotive fuel sales to PD zone districts that currently allow the use:

1. Minimum 500-foot buffer to schools and other sensitive uses;
2. Minimum 250-foot buffer to a hard corner and residentially zoned properties; and
3. Maximum of two (2) automotive fuel sales within 660' of a Hard Corner

The proposed amendment to the LDO for automotive fuel sales will have the following public benefits:

1. It strikes a balance by continuing to permit automotive fuel sales while directing the development of the use to appropriate locations in commercial districts.
2. It applies standards for the use to address concerns about community character, economic vitality and mitigation of impacts town wide.
3. It preserves hard corners for appropriate commercial uses that support the Parker 2035 Master Plan goals for community character, economic vitality and future growth/development.

**II. PARKER 2035 MASTER PLAN**  
[Parker 2035 Master Plan | Town of Parker - Official Website](#)

<b>MASTER PLAN CONSISTENCY</b>	
<b>Master Plan Designation</b>	Choose an item. <input checked="" type="checkbox"/> <b>Consistent</b> <input type="checkbox"/> <b>Inconsistent</b> <input type="checkbox"/> <b>Not Applicable</b>
<b>Master Plan Character Discussion</b>	The Master Plan includes <i>Chapter 9 Jobs and Economic Vitality</i> which sets forth the Town’s desire to balance Parker’s business and retail community to include a variety of diverse business types. This proposed change will support preservation of key corner parcels for retail uses.  In addition, <i>Chapter 6 Land Use</i> seeks to:

	<p>1.A. Strengthen the identity of Parker by encouraging a balance of land uses that supports a high quality of life and contributes to the hometown character of our community.</p> <p>1.D. Encourage transitions between different land uses and intensities.</p> <p>1.H. Encourage land uses that create a sense of community among those who work, live and play within appropriate neighborhoods.</p> <p>1.J. Continue to review our Land Development Ordinance to assure that it is fair, consistent and understandable.</p>
<b>Consistent Goals/Strategies</b>	<p><a href="#">Land Use 1.A</a>  <a href="#">Land Use 1.D</a>  <a href="#">Land Use 1.H</a>  <a href="#">Land Use 1.J</a>  <a href="#">Jobs and Economic Vitality 2.B</a></p>
<b>Inconsistent Goals/Strategies</b>	<b>None</b>
<b>Staff Analysis</b>	<p>Amending the code regarding limiting the location of automotive fuel sales will preserve commercial corners for retail and other commercial services, preserve space for land uses that create a sense of community and will protect sensitive uses from the impacts of automotive fuel sales such as traffic, noise and gasoline fumes. The proposed change is consistent with the Parker 2035 Master Plan.</p>

**III. CONCLUSION**

The draft LDO Amendment will protect sensitive uses that may be impacted by automotive fuel sales, preserve *Hard Corners* for other types of commercial uses that promote economic vitality and balance the goal of limiting automotive fuel sales/uses while still providing an opportunity for their development in appropriate locations.

Staff recommends that the Planning Commission recommend that Town Council approve an ordinance that will amend the Land Development Ordinance regarding automotive fuel sales.

**RECOMMENDED CONDITIONS**

None

**IV. ATTACHMENTS**

1. Draft Ordinance
2. Map of existing gas stations

ORDINANCE NO. 3.372.5, Series of 2025

**TITLE: A BILL FOR AN ORDINANCE TO AMEND SECTION 13.05.030(e)(23) OF THE PARKER MUNICIPAL CODE CONCERNING USE SPECIFIC STANDARDS FOR AUTOMOTIVE FUEL SALES**

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

**Section 1.** Approval. Subsection 13.05.030(e)(23) of the Parker Municipal Code is amended to delete the stricken language and add the underlined language, as follows:

13.05.030(e)(23) Automotive fuel sales

- a. Within any zone district where automotive fuel sales are permitted, including PD zone districts, ~~Automotive fuel sales establishments shall not be located within 500 feet of an elementary or secondary school, a hospital, a continuing care facility, a group home, a group residential facility, or a day care establishment~~ measured from the property line of the respective uses.
- b. Within any zone district where automotive fuel sales are permitted, including PD zone districts, ~~Automotive fuel sales establishments shall not be located within 250 feet of:~~
  1. A hard corner from the right of way line of the arterial roads; or
  2. A residentially zoned property measured from the property line for the automotive fuel sales to nearest residential lot line for single family residential, duplexes and single family attached and from the nearest building for multifamily.
- c. Within any zone district where automotive fuel sales are permitted, including PD zone districts, ~~Not no~~ more than two fuel sales establishments shall be located within 660 feet of any single of the same hard corner.

**Section 2.** Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

**Section 3.** Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

**Section 4.** Effective Date. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Joshua Rivero, Mayor

ATTEST:

\_\_\_\_\_  
Chris Vanderpool, Town Clerk

ADOPTED ON SECOND AND FINAL READING this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Joshua Rivero, Mayor

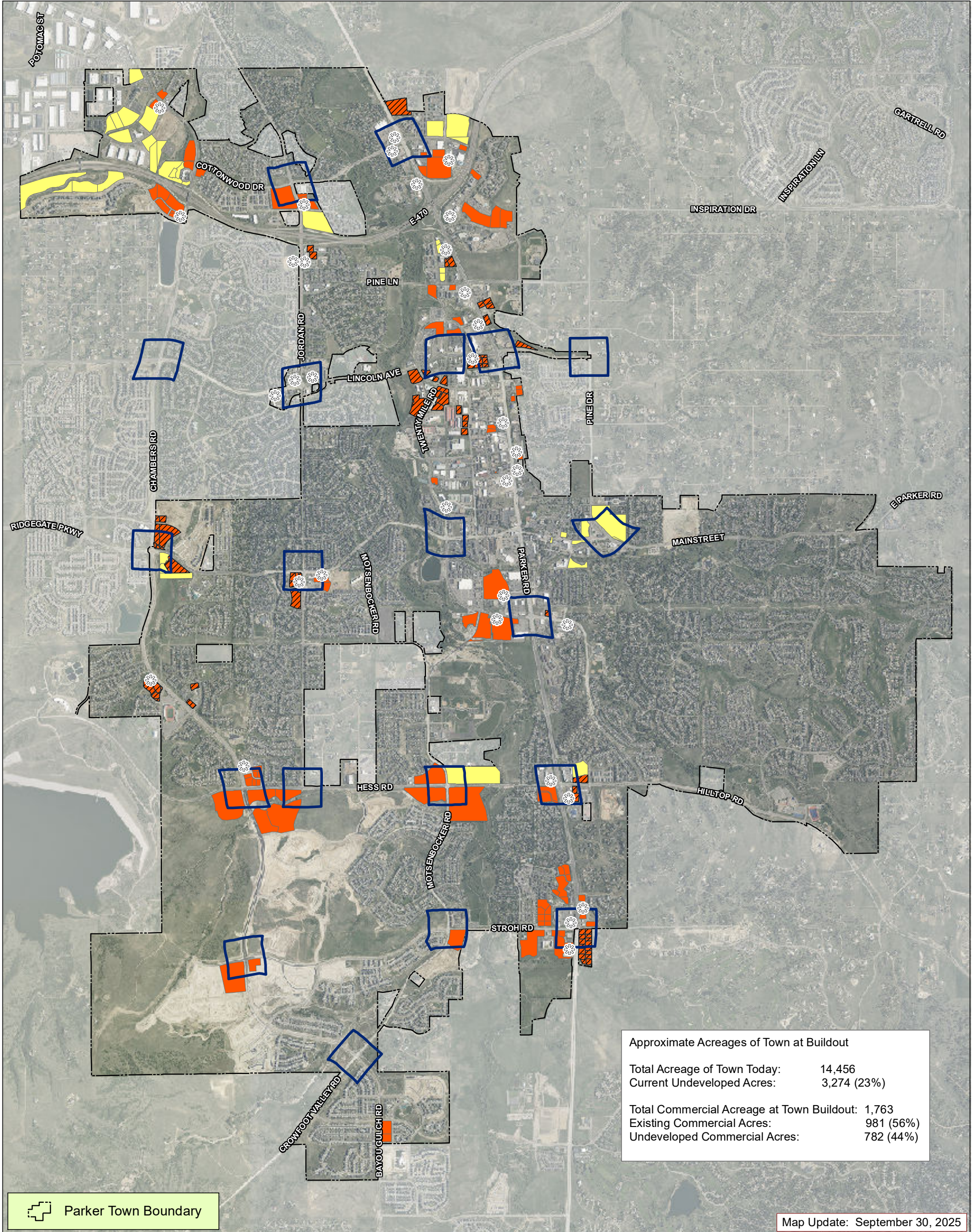
ATTEST:

\_\_\_\_\_  
Chris Vanderpool, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Jamie Wynn, Town Attorney

# Gas Station Allowed Use on Vacant Land



## GAS STATION ALLOWANCE ON VACANT LAND

- Gas Station Permitted / Allowed by Right (approximately 428 acres)
- Gas Station Permitted / Use by Special Review (approximately 122 acres)
- Gas Station Not Permitted (approximately 234 acres)

- Gas Station (34 Total)
- Hard Corners

