



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 31st and May 15th 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

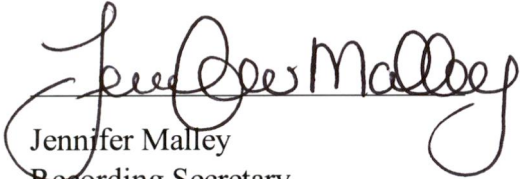
None.

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.



Jennifer Malley
Recording Secretary



Gary Poole
Chairman – Planning Commission