



TOWN OF KEENESBURG
PLANNING COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 7, 2019, 6:00 P.M.
KEENESBURG MEETING HALL
140 S. MAIN ST., KEENESBURG, CO

Call to order

The Planning Commission of the Town of Keenesburg met in a regular session, Thursday, November 7, 2019 at Keenesburg Town Hall, located at 140 South Main Street, Keenesburg Colorado 80643. Chair Howell called the meeting to order at 6:00 p.m.

Pledge of allegiance

Roll Call

Members Present: Chair John Howell, Commissioners Jason VanMeter, Wilbur Wafel, Kenneth Gfeller and Kaylee Greening.

Others Present: Town Manager, Debra Chumley; Town Planner, Todd Hodges; Town Attorney, Kathleen Kelly; Town Engineer, Kent Bruxvoort and Planning Staff, Shawna Finkenbinder.

Public Comments

None

Approval of Minutes from July 11, 2019, August 1, 2019, September 5, 2019 and October 3, 2019

Commissioner Wafel makes a motion to approve minutes for July 11, 2019, August 1, 2019, September 5, 2019 and October 3, 2019 as is with a second by Commissioner Gfeller. Motion carries 5-0; Chair Howell, Commissioners Wafel, VanMeter, Gfeller and Greening voting yes.

New Business

a. Public Hearing: Market Street Business Park Preliminary and Final Plat

Chair Howell opens the public hearing at 6:01 p.m. and reads from the script, gives instructions regarding the public hearing. Chair asks for notification; Debra Chumley states the publication date of October 18, 2019, Mailing date of October 23, 2019 and Sign Posting date of October 25, 2019. Chair Howell asks

for any disclosures; none. Chair asks for Applicant to present and swears in Chad Cox of Western Engineering, 127 S. Denver Avenue, Fort Lupton. Chad Cox presents the Preliminary and Final Plat with an explanation of the back history of the project, drawings and plans of the proposed subdivision, stating proposed road and utility improvements in the area as well as lighting design and landscape buffers. This phase is strictly the final plat and infrastructure. Chair asks the Commissioners for any questions, Commissioner Wafel asks for clarity on the location of the Market Street Business Park, no further questions from the Commissioners. Chad Cox thanks the Commissioners and steps down from the podium. Chair Howell asks for the Staff report, Todd Hodges from Todd Hodges Design explains plans for the project and confirms that each lot will need to be presented to the staff and public for approval. Todd explains there will be further discussion on landscaping and a landscape buffer is required for the developer's portion of developing the sites. Todd states this is zoned Highway Commercial and this is the final two steps to develop the property. Todd turns to Kent Bruxvoort, Town Engineer for any comments, Kent agrees with Todd and Chad Cox in all statements made regarding the project. Chair Howell opens the public comment portion of the public hearing; hearing none, and confirming no further comments from the Presenter, Chad Cox or Town Planner, Todd Hodges Chair closes the public comment portion of the public hearing. Chair reads from the script regarding the documents in the packet and inclusions and asks if there are any objections, none. Chair asks for questions from the Planning Commission. Commissioner Greening asks how many lanes are on the "S" shaped road, Chad Cox approaches the podium and states the lanes meet the Town's requirements – 2 lanes with the ability for a left lane. Chair asks for any further questions, hearing none Chad leaves the podium. Chair asks for comments or statements to support or deny, none. Chair Howell closes the public hearing at 6:13 p.m. and turns to the Planning Commission for consideration of approval.

**b. RESOLUTION NO. PC2019-09 A RESOLUTION
RECOMMENDING APPROVAL OF PRELIMINARY AND
FINAL PLAT FOR THE MARKET STREET BUSINESS
PARK SUBDIVION**

Motion was made by Commissioner Gfeller to approve Resolution PC2019-09, with a second by Commissioner Wafel. Verbal Roll call, Motion carried, 5-0; Chair Howell, Commissioners VanMeter, Wafel, Gfeller and Greening voting yes.

**a. Public Hearing: Pioneer Village, Initial Zoning of
property to be annexed known as Pioneer Annexation NO.
1,2,3,4 & 5 and Sketch Plan**

Chair Howell opens the public hearing at 6:15 p.m. and reads from the script, gives instructions regarding the public hearing. Chair asks for notification; Debra Chumley states the publication dates of October 11, October 18, October 25, and November 1, 2019, Mailing date of October 23, 2019 and Sign Posting date of October 25, 2019. Chair Howell asks for any disclosures; none. Chair asks for Applicant to approach the podium to present and swears in Joel Farcus, 9033 E Easter Pl Centennial, CO. Joel developer of Pioneer Village Community introduces himself and mentions his team and introduces Justin Hay, Lead Planner of putting the presentation together for the Pioneer Project. Joel explains their objective is to develop a wonderful community in this area and to keep water in Weld County within Weld County. Justin Hay approaches the bench and swears in, Justin Hay with Stack Lot, 5639 S Curtis St Littleton, CO. Justin presents the Pioneer Village project presentation and explains their core values and design principles and reiterates they want to be involved in a community that already works with Oil & Gas and agriculture while complimenting Keenesburg's history and core values. Justin states Pioneer Village is located at the Northeast corner of County Road 22 and County Road 49, the overall Pioneer Village master plan community is 3400 acres, approximately 2100 acres are being presented tonight for consideration of annexation, this area is within town current road boundaries. Justin explains information provided within the packet of Pioneer Village and states that Roads 22 and Market Street are great connections into the Pioneer Village Area. As Justin presents the material on the overhead he points out that they have water in the area that they will be developing in and explains the development to include industrial areas, small neighborhoods, open space parks, schools and many options for the area. There will be four major phases and this is a 35 year build out. They would like to start with two phases which will include Commercial buildings, neighborhoods and over 700 acres of open space and parks and will connect areas with walk and pathways and buffers will be put in place. Justin quickly goes over the overall design of the development including pedestrian and equestrian areas, schools, recreation centers, equestrian center and specific trails to service horses. Many communities are combining areas with pedestrian and equestrian paths within the communities. Smaller lots will be available for various price and sizing options for single family detached homes. The developments will include buffer systems for the existing Oil & Gas areas to prevent pollution on the residential areas. Joel Farcus re-approaches the podium to state they are working very hard with Noble Energy to keep drilling activity buffered and consolidated utility corridors to keep truck traffic at a minimum. Chair Howell asks for the Staff report, Todd Hodges, Town Planner states the sketch plan for Pioneer Village is conceptual, this is a large project with a lot of time and energy put into it and allows the town, Planning Commission and Board to be involved in the decision

making. Todd explains the steps of moving forward and that Pioneer has provided a lot of great information and detail for consideration and states the referral comments are included in the packet as well as the resolution. Todd states the zoning is indicated as PUD overlay with R1, R2, R3, light and heavy industrial, light and heavy commercial. Todd asks for further questions or comments from the Town Staff, and Planning Commissioners, **Kent adds**

With no further need for legal, Kathleen Kelly leaves the meeting at 6:09 p.m. Jennifer Baker, Todd Hodges Design, presents the Staff Report and the project description on Lots and Blocks Diversity, the fourth portion of Design Standards. Jennifer explains the lots and blocks portion of the design standards is to keep all homes from looking exactly alike and to keep the neighborhood visually appealing. Commissioner Greening asks if there are design standards for homes with back or side facing streets be presentable as requested for the front. Discussion on façade, tree and curb appeal suggestions and requirements. Jennifer states some ideas can be added to the design standards, while some are more HOA requirements verses design standards. Commissioner Wafel questions example Block 2 regarding emergency vehicle clearance and safety concerns. Jennifer explains this is an example, although all developments must be approved by the fire department. It was agreed upon that a two to three-foot setback is not needed and is considered redundant. Discussions on attached and detached garages and door sizes, lot size percentages compared to detached buildings. Debra asks Jennifer for recommendation on percentage of lot to be allowed for a detached garage. Jennifer's suggestion would be no bigger than the primary structure and off set from the primary structure. Commissioner Greening suggests that we work with main floor square footage verses full square footage of a multi-level home and that we require the detached buildings to match the home in materials and color. Commissioner Greening asks for clarity on shed allowances, Debra explains current rules for sheds and permit requirements and that detached buildings and sheds are noted as accessory items in our code. Conversation on accessory items allowed and suggestions on placing limits. Discussions on current lot coverage for buildings and it is suggested that we change this. Chair asks for lot coverage recommendation, Deb recommends not to use lot coverage percentages and to state accessory items with allowed measurements according to their lot size; allowing one 120 sq ft shed and one detached garage. Discussion on side yards, side yard setbacks and examples of lot sizes in comparison to others. Jennifer states she will add the language for the allowance of one 120 square foot shed, detached garage to be no larger than the main floor square footage of the main structure and all must match the main structure. Commissioner Gfeller asks about carports, Jennifer states there currently is not anything noted in the design standards for carports although she

can add them. Discussion on types, sizes, pitch requirements, material, location and aesthetics of carports. Jennifer suggests verbiage to read; materials and colors need to be the same and match the home. Commissioners asked that the carports require a slab and a limit of one carport per lot. Jennifer asks the commissioners for further questions on the lots and blocks diversity. Discussions on design options and minimum floor plan requirements for each development. Commissioners agreed that five different floor plans should be required for all developments of 50 or more homes and a minimum of two to five different designs in smaller developments. Jennifer states that this portion of the design standards concludes all portions and will provide the design standards in their entirety including revisions for review before the next meeting to allow ample time for review.

Board Comments / Reports

Commissioner Gfeller states that he was approached at the Chamber of Commerce Meeting and was asked if the Diamond K Subdivision would allow horses. Debra stated they are not allowed because that area is not zoned for horses.

Adjournment

Motion was made by Commissioner Gfeller to adjourn the meeting, with a second by Commissioner Greening. Motion carried 4-0; Chair Howell, Commissioners Wafel, Gfeller and Greening voting yes. The meeting adjourned at 7:57 p.m.

ATTEST:

John Howell
Chairperson

Shawna Finkenbinder
Planning Staff