



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 Van Meter, Wilbur Wafel, Kenneth Gfeller and Kaylee Greening.

Others Present: Town Manager, Debra Chumley; Town Planner, Todd Hodges; Town Planner, Jennifer Baker; 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, and 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. Chad Cox thanks the Commissioners and steps down from the podium. Chair Howell asks for the Staff Report. Todd Hodges, 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 re-approaches the podium and states the lanes meet the Town's requirements – two lanes with the ability for a left lane. Chair asks for any further questions; hearing none, 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 Van Meter, Wafel, Gfeller and Greening voting yes.

**c. 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, and 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 Farkus, 9033 E Easter Pl Centennial, CO. Joel, developer of Pioneer Village Community, introduces himself and mentions his team and introduces Justin Hay, Lead Planner. Joel explains their objective is to develop a wonderful community in this area and to keep water within Weld County. Justin Hay approaches the podium and is sworn in. Justin Hay, Stack Lot, 5639 S Curtis Street Littleton, CO, presents the Pioneer Village project presentation and explains their core values, design principles, 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 current town road boundaries. Justin explains information provided within the packet for 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 and explains the development to include industrial areas, small neighborhoods, open space, parks, schools and many other options. 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, over 700 acres of open space, parks that will connect areas with walkways, 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. Justin explains 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 noise pollution in the residential areas. Joel Farkus approaches 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 that traffic planning will need to be further evaluated and reviewed with a traffic study and asks for a master drainage plan at the time of the final. Chair Howell opens the public comment portion of the public hearing. Scott Dechant, 11521 WCR 49, Hudson, CO, approaches and is sworn in. Scott questions a letter he received regarding mineral royalties and requested an information packet. Debra explains that it is a notice sent to all potential mineral right owners to make them aware of a potential development. Debra will email Scott the requested information. Bob Grand, 105 Woodward, Keenesburg, CO, approaches and is sworn in. Bob expresses his observations and concerns about future traffic on CR 49 and Market Street from transportation access. Chair Howell asks the applicant and Town Staff for further comments; hearing none, Chair closes the public portion of the meeting and reads from the script. Chair Howell asks Planning Commission for any questions. Commissioner Wafel requests Joel Farkus to approach and asks why he chose CR 22; Joel explains that they own the current land and will have full access to complete the project. Justin Hay approaches and explains the majority of the utilities are at CR 22 and making it the most central road of the project. Commissioner Wafel questions the relationship of the drilling sites and the projected location of schools. Justin and Joel show on the overhead map the extra buffers that will be in place and that the schools are over 3,000 feet away from any drilling sites. Chair Howell closes the public hearing at 6:47 p.m. and turns to the Planning Commission for consideration of approval. Commissioner Gfeller questions the verbiage on Resolution PC2019-10 to change verbiage from Phases 2 of 2 to Phases 1 of 2. Commissioner Gfeller asks which lots Pioneer will start with on the project. Joel states they are working with the Town and are looking at the North half of section 7 and North section of 8 for starting areas mostly due to current roads and water use. From a transportation standpoint, this provides proper access and egress to these areas due to utilities. Chair Howell turns to the Planning Commission for consideration of approval.

**d. RESOLUTION NO. PC2019-10 A RESOLUTION
RECOMMENDING APPROVAL OF AN INITIAL ZONING
REQUEST FOR PROPERTY TO BE ANNEXED TO THE
TOWN AND KNOWN AS THE PIONEER ANNEXATION
NO. 1, 2, 3, 4 & 5 TO THE TOWN OF KEENESBURG AND A**

SKETCH PLAN FOR PHASES 1 AND 2 OF THE PROPOSED PIONEER VILLAGE SUBDIVISION

Motion was made by Commissioner Greening to approve Resolution PC2019-10, with the revision of the verbiage to read Phase 1 and 2 with a second by Commissioner Gfeller. Verbal Roll call, Motion carried, 5-0; Chair Howell, Commissioners Van Meter, Wafel, Gfeller and Greening voting yes.

e. 2020 Planning Commission Schedule

Commissioners look over proposed 2020 Planning Commission schedule and approve dates as noted on provided calendar.

Old Business

f. Chapter 16 Amendment for Design Standards

With no further need for legal, Kathleen Kelly leaves the meeting at 6:53 p.m. Chair Howell asks Town Staff to present, Todd Hodges states Jennifer Baker may be arriving a little later and will begin the presentation until she arrives. Todd explains that he will review each section and open to the Planning Commission for any questions. Commissioner Wafel questions verbiage on Landscape Design on line 6, conversations on needed verbiage on Registered or Certified, Todd will confirm with Jennifer Baker on correct verbiage. Commissioner Gfeller questions line 10 on design standards and asks the size of Schey Park for reference. Debra states that our park is a pocket park by definition, states requirements, and give explanation of parks and requirements for definition. Todd asks Planning Commission and Staff for any questions or comments on Trails or Open Space raising questions on current code verses design standards and asks if there are any questions on the width of trails. Debra asks on line 39 Guarantee of installation, if we want to be this descriptive. Todd suggests changing verbiage to allow more flexibility on when landscaping is completed. Debra questions line 36 Mulch; discussion on verbiage and allowance of mulch. Todd agrees to remove line 36A. Discussion on lines 42, 43, 44, tree types, verbiage to use regarding allowed and approved trees, line 52A – adequate density plants and definition of adequate and importance. Commissioner Wafel questions noise barriers, types, options and gives examples of successful barriers in other areas. Todd asks the Planning Commissioners if they had a chance to read all the standards or if they would like to revisit at another meeting, all agreed to continue design standards. Kent presented the Street Sections portion explaining the changes he made including pairing down the 11 current street standards down to 7 proposed street standards. Discussion on bike lane options, examples and concerns and evolution of bike lanes. Jennifer Baker joins meeting at 7:40p.m. Discussion on Minor verses Major Arterial, bigger street sizes for

Commercial use and the need for crosswalks and pedestrian islands. Todd explains that he will make the noted and discussed changes. Kent added that he will do the same for the Street Section portion for the next meeting. All agree to move forward with all other standards as is. Discussion on availability for next meeting.

Board Comments / Reports

Chair asks for any Board Comments or Reports. Commissioner Van Meter states his resignation, thanks the Commissioners and gives his resignation letter to Chair Howell. Chair reads letter aloud stating Commissioner VanMeter’s resignation is effective November 7, 2019. Debra states the next meeting will be December 5, 2019 and there is a Planning Commission Training Workshop in Greeley, December 7th for anyone interested.

Adjournment

Motion was made by Commissioner Gfeller to adjourn the meeting, with a second by Commissioner Greening. Motion carried 5-0; Chair Howell, Commissioners Van Meter, Wafel, Gfeller and Greening voting yes. The meeting adjourned at 7:52 p.m.

ATTEST:

John Howell
Chairperson

Shawna Finkenbinder
Planning Staff