



TOWN OF KEENESBURG  
PLANNING COMMISSION MEETING MINUTES  
THURSDAY, MARCH 5, 2020, 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, March 5, 2020 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 Greening, Gfeller and Finkenbinder.

**Excused:** Commissioner Wafel

**Others Present:** Town Manager, Debra Chumley; Town Planner, Todd Hodges; Town Attorney, Nick Baez-Cotton, Kelly PC; and Planning Staff, Teri Smith.

**Public Comments**

None

**Approval of Minutes for December 5, 2019**

Commissioner Gfeller makes a motion to approve minutes for December 5, 2020 as with a second by Commissioner Greening. Motion carried 4-0; Chair Howell, Commissioners Greening, Gfeller and Finkenbinder.

**Old Business**

**a. Review Final Draft Design Standards**

Todd Hodges of Todd Hodges Design states this is final version of the Design Standard with clarifications and changes made of maintenance, definitions, landscape standards, parking lot standards, lots and blocks. Nick Baez-Cotton of Kelly, PC states and explains what will be taken out of Design Standards and put into the Chapter 16 Municipal Code. Debra states the Planning Commission to meeting on April 2, 2020 will be for final review of the Design Standard, recommendation of adoption and hold the Public Hearing for the change to

Chapter 16 of the Municipal Code. Board of Trustees will be adopting by Resolution. Motion was made by Commissioner Gfeller with a second by Commissioner Finkenbinder. Motion carried 4-0; Chair Howell, Commissioners Greening, Gfeller and Finkenbinder.

#### **b. Firearms as a Home Occupation**

Discussion on what a Home Occupation is defined as and the lists of what is not a home occupation what is Use by Right and Use by Special Review. Discussion on firearms sales, transfer and gunsmithing in residential area which is not allowed in a residential district. More discussion on having a business store front and not in a residential, the risks of sales in residential. Nick states he states sale and transfer are one and the same.

#### **Board Comments / Reports**

Commissioner Greening asks what kind of recourse there is about dogs who bark all night and car parked in middle of the yard with no tags. Debra explains that the barking dog issue is a Code Enforcement issue not police department and for parking car we do not have an ordinance. Debra explains that these types of things, the Town needs to be aware by contacting Town Hall. Discussion on parking on approved surfaces and what an approved surface is. Suggestion by Commissioner Gfeller that we put in this issue into the code. Todd explains an approved surface would need to be defined. Discussion on what new builds, existing homes, additional parking would be required as approved surfaces and location of the driveways. Nick explains he will look into language with regards to this and look at sample language from other municipalities. Debra will look into the Code as to what is allowed in front yard. Discussion on the bright light in church parking lot at the Baptist Church being a driving hazard as it spills into the roadway. Nick states that need to look at to see if constitutes a public nuisance. Debra suggests that the Planning Commission vote for a special meeting for Thursday, April 9, 2020 for public hearings that may or may not occur. All agree. Motion was made by Commissioner Gfeller with a second by Commissioner Greening for a Special Meeting for April 9, 2020 at Town Hall at 6:00 p.m. Motion carried 4-0; Chair Howell, Commissioners Greening, Gfeller and Finkenbinder.

#### **Adjournment**

Motion was made by Commissioner Gfeller to adjourn the meeting at 6:50 p.m., with a second by Commissioner Finkenbinder. Motion carried 4-0; Chair Howell, Commissioners Greening, Gfeller and Finkenbinder.

ATTEST:

---

John Howell  
Chairperson

---

Teri Smith  
Planning Staff