



TOWN OF KEENESBURG
PLANNING COMMISSION MEETING MINUTES
THURSDAY, MAY 2, 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, May 2, 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, and Kenneth Gfeller

Member Sworn In: Kaylee Greening

Others Present: Town Manager, Debra Chumley; Town Planner, Todd Hodges and Jennifer Baker; Town Attorney, Nick Cotton-Baez; and Planning Staff, Christina Fernandez

Public Comments

New Business

a. Public Hearing: Rocky Mountain Midstream Heavy Industrial Zoning Request

Chair Howell opens the public hearing at 6:02 PM and reads from the script and gives instructions regarding the public hearing. Chair asks for proper notification. Debra Chumley states the publication date of April 5, 12, 19, 26, 2019; mailing date, April 12, 2019; and posting date of March 19, 2019. Chair Howell asks for any disclosures; none. Chair asks for the applicant's representative to approach, state their name and is sworn in. Janice Kinnin with Rocky Mountain Midstream is present and gives an overview of the application. Chair asks for the Staff Report. Town Planner, Todd Hodges gives the Staff Report with information projected on the overhead and gives project description. No proposal for land use,

anything that comes back for development will be seen in the future. The site consists of an undeveloped parcel and is located north and adjacent to County Road 398. The property legal is included in the application items. Staff finds that the proposed zoning to Heavy Industrial conforms to the Comprehensive Plan. The project will not require the Town to provide municipal services at this time. Based upon the findings, staff recommends approval of the Rocky Mountain Midstream zoning request. Chair Howell opens the public comment portion of the public hearing and asks if there is anyone that would like to speak; hearing none, 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. Chair asks for questions from the Planning Commission. Discussions on comments from surrounding property owners; there were no comments from surrounding property owners. Chair Howell closes the public hearing at 6:08 PM.

b. RESOLUTION NO. PC2019-03 A RESOLUTION RECOMMENDING APPROVAL OF AN INITIAL ZONING REQUEST FOR PROPERTY TO BE ANNEXED TO THE TOWN AND KNOWN AS THE ROCKY MOUNTAIN MIDSTREAM ANNEXATION

Motion was made by Commissioner Gfeller to approve Resolution PC2019-03, Recommending approval of an initial zoning request for property to be annexed to the town and known as the Rocky Mountain Midstream Annexation, with a second from Commissioner Wafel. Motion carried, 5-0; Chair Howell, Commissioners Van Meter, Wafel, and Gfeller voting yes.

Christina swears in new Planning Commissioner, Kaylee Greening.

c. Public Hearing: Cook Heavy Industrial Zoning Request

Chair Howell opens the public hearing at 6:11 p.m. and reads from the script of the instructions regarding the public hearing. Chair asks for proper notification; Debra gives notification dates: published in the Greeley Tribune April 14, 21, and May 5, 2019; property sign posted April 19, 2019; and mailed to properties within 300 feet on April 12, 2019. Chair Howell asks for disclosures or ex parte communication. Chair asks for Staff Report. Todd Hodges, Town Planner presents the staff report and the project description. The land use application includes annexation and zoning to Heavy Industrial. Future development of the property will require a pre-application meeting with staff to determine the appropriate land use applications per the proposed development. The applicant does not have any proposed development of the property. The parcel is 156-acres

that is currently zoned Agricultural in Weld County. The Comprehensive Plan designates the property Industrial. Staff finds that the proposed zoning to Heavy Industrial conforms to the Comprehensive Plan. The project will not require the Town to provide municipal services at this time. Need for services to the site will be determined when development of the site is proposed. Based upon the findings identified, staff recommends approval of the Cook zoning request. Chair Howell opens the public comment portion and asks if there is anyone that would like to speak. Chair closes the public comment portion of the public hearing. Chair reads from the script and makes the statement of all materials in the packet; PowerPoint presentations are included in the record and asks for objections. Discussions on ownership. Chair Howell closes the public hearing at 6:16.

d. RESOLUTION NO. PC2019-04 A RESOLUTION RECOMMENDING APPROVAL OF AN INITIAL ZONING REQUEST FOR PROPERTY TO BE ANNEXED TO THE TOWN AND KNOWN AS THE COOK ANNEXATION NO 1, 2, 3, 4, 5, 6, 7 & 8 TO THE TOWN OF KEENESBURG

Motion was made by Commissioner Gfeller with a second by Commissioner Wafel, to approve Resolution No. PC2019-04 A Resolution recommending approval of an initial zoning request for property to be annexed to the Town and known as the Cook Annexation No. 1, 2, 3, 4, 5, 6, 7 & 8 to the Town of Keenesburg. Motion carried 5-0; Chair Howell, Commissioners Van Meter, Wafel, Gfeller and Greening voting yes.

e. Public Hearing, Chapter 16 Amendment to reduce minimum dwelling space requirements in certain residential zone districts

Chair Howell opens the public hearing to consider an Amendment to Chapter 16 of the Keenesburg Municipal Code to reduce the minimum square footage. Chair reads from script and gives instructions regarding the public hearing. Chair asks for proper notification; Debra gives notification date of April 12, 2019, published in the Greeley Tribune. Chair asks for disclosures. Chair asks for Staff Report. Debra presents the Staff Report and recommends approval to reduce the minimum dwelling space in single-family residential from 1200 to 850 square feet. Chair opens the public comment portion of public hearing and asks if there is anyone who would like to speak, hearing none, Chair closes the public comments portion of the public hearing. Discussions on square footage. Chair Howell closes the public hearing at 6:24 and turns the matter over to the Planning Commission. Discussions on the size of an 800 square foot dwelling space.

f. RESOLUTION NO. PC2019-05 A RESOLUTION RECOMMENDING APPROVAL OF AN ORDINANCE REDUCING MINIMUM DWELLING SPACE IN THE ESTATE, AGRICULTURAL, AND SINGLE-FAMILY ZONE DISTRICTS.

Motion made by Commissioner Gfeller, with a second by Commissioner Van Meter to approve Resolution No. PC2019-05 A Resolution recommending approval of an ordinance reducing minimum dwelling space in the Estate, Agricultural, and Single-Family Zone Districts. Motion carried 6-0; Chair Howell, Commissioners Van Meter, Wafel, Gfeller and Greening voting yes.

Commissioner Gfeller addresses Chapter 16 regarding the 70% lot coverage that it has become an issue for some folks; a two-story shop-garage does not look proportionally right and suggests reconsidering some of those percentages. Todd states lot coverage is dealing with drainage, proportion of building and addressed in accessory structure, could have a limit or max based on square footage of home. Commissioner Gfeller states when an ordinance says you can do something with percentage, design standards will negate that. Todd states the percentage is based on the lot, needs to be in Chapter 16 zoning code, will address the lot percentage with staff. Debra asks if they want recommendations at the next meeting to address immediately and set public hearings for June. Commissioner Gfeller requests to wait for Todd's recommendations.

g. Draft Design Standards

Todd states Jennifer Baker has been working on the design standards and asks Jennifer approach. Jennifer gives an overview of the packet; the majority was separating residential from commercial zones, adopting landscaping standards and fine-tune Chapter 16. Jennifer also addresses parking standards. Todd states he would like Kent to review to ensure numbers are valid. Commissioner Gfeller references certain tables that are not in the packet, which are a formatting issue. Chair Howell asks for PDF format. Nick explains once a decision is made whether they are guidelines or whether they are binding, the design standards will be constant, but the code will specify if they are intended to be followed to the letter or are a minimum. Commissioner Greening questions the design standards and what they will apply to. Todd states they will apply to new developments, commercial, industrial; they are expectations for moving forward and determines if new developments meet criteria. Discussion regarding design standards are included in the comprehensive plan. Discussions on pocket parks

Board Comments / Reports

Commissioner Gfeller welcomes Commissioner Greening. Debra welcomes Shawna.

Adjournment

Motion was made by Commissioner Gfeller to adjourn the meeting, with a second by Commissioner Van Meter. Motion carried 6-0; Chair Howell, Commissioners Van Meter, Wafel, Gfeller and Greening voting yes. The meeting adjourned at 7:00 p.m.

ATTEST:

John Howell
Chairperson

Christina Fernandez
Planning Staff