



TOWN OF KEENESBURG  
PLANNING COMMISSION MEETING MINUTES  
THURSDAY, AUGUST 1, 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, August 1, 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 Wilbur Wafel, Kenneth Gfeller and Kaylee Greening

**Excused:** Commissioner VanMeter

**Others Present:** Town Planner, Jennifer Baker; Town Engineer, Kent Bruxvoort; and Planning Staff, Shawna Finkenbinder

**Public Comments**

**Old Business**

**a. Proposed landscape/design standards**

Kent Bruxvoort, Professional Engineering Consultants, P.A. presents the parking and street design standards from an engineer's point of view. Kent explains Section 21 – Parking Standards for various areas, Section 26 – ADA parking requirement standards and Section 30 – Parking Space and Aisle standards. Discussions regarding compact parking spots and whether they are necessary. Kent states the compact parking requirements allows for flexibility for the future. Discussions regarding motorcycles and motorcycle parking. Planning Commission agrees to keep the compact parking requirements in the design standards. Kent presents parking design standards and discusses options for parking lot locations. Discussion between Planning Commission and Jennifer on suggested locations for parking lots; in front or behind buildings, concerns of safety, lighting and use of alleys for access to parking lots. Kent states to remove

back parking out of the design standards to prevent confusion of where the front of the business is. Kent and Jennifer state that it is best to leave it up to the developer; currently the design standards show the parking in front of the business. Jennifer presents section 38 – Vehicular access to parking lots; Kent and Jennifer will create language for laying out parking lots and possible architectural designs and standards. Discussion on examples of business parking lot layouts, access, dumpsters and enclosures. Jennifer offers to investigate further structure and landscaping designs. Kent asks the Planning Commission for additional questions or ideas on the streets and parking design standards. Commissioner Gfeller asks about sidewalks/walkways; who is responsible for the sidewalks and their upkeep. Kent explains responsibility depends on how the sidewalks are designed, and where they are located; commissioners discuss and give examples of other towns and cities. Commissioner Gfeller asks if the town should re-visit sidewalk responsibility in the town code. Kent Buxvoort explains the decision is up to the town and gives examples of other areas and how they operate, Jennifer added examples from Berthoud. Kent noted to speak with Deb Chumley, Town Manager and Mark Gray, Public Works Director on current sidewalk maintenance on ROW sidewalks. Discussion on sidewalks, maintenance of sidewalks, surrounding areas. Commissioner Wafel questions future damage caused by trees to sidewalks and responsibility to repair. Planning Commission questioned what trees are suggested for street trees. Jennifer explains reason for previous list of suggested street trees from prior meeting and her recommendations for trees to be allowed in design standards. Jennifer asks Planning Commissions for questions on sidewalk section. Commissioner Greening asks for animal waste receptacles to be placed on trails, further discussion on trash can options. Kent explains that he would like to plant a seed for the next meeting to update current street standards and cross sections to pair the current 11 standards down to 8 or so for a more urban and rural application. Commissioner Wafel asks if new street proposals will include bike lanes; Kent explains he would like to minimize street options to meet the town's standards and one of the options does include bike lanes. Jennifer Baker presents a follow-up slideshow on community gardens showing options for partnerships with schools and municipalities to involve students and the community. Commissioner Gfeller asks for the slideshow to be emailed to the planning commission and is very interested in community gardens. Commissioner Greening asks for further information on pocket parks and community gardens; Jennifer explains the benefits and possibilities of pocket parks and community gardens. Jennifer agrees to send further information to the staff to disburse information to all commissioners. Commissioner Gfeller expressed the community garden would work well with the future land purchase of the old High School. Jennifer asks the Planning commissioners for any further

questions on Community Gardens. Discussion of types of plants for the garden, benefits, food items, canning and education on gardening. Jennifer will bring the revisions back for further review.

**Board Comments / Reports**

Chair Howell asks the Planning Commissioners for any comments or reports. Discussions on the Centennial Celebration. Commissioner Gfeller stated overall it was a great event.

**Adjournment**

Motion was made by Commissioner Wafel 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 7:17 p.m.

ATTEST:

---

John Howell  
Chairperson

---

Shawna Finkenbinder  
Planning Staff