



PLANNING COMMISSION REGULAR MEETING

August 1, 2018 // 7:00 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550

MINUTES

- A. CALL TO ORDER
Chairman Schick called the regular meeting of the Planning Commission to order at 7:00 p.m.
1. Roll Call
The following Planning Commission members were present:
- | | |
|--------------------|------------------|
| | Gale Schick |
| | Kelly Hall |
| | Victor Tallon |
| | Jerry Bushelman |
| | Dan Foreman |
| | Travis Yingst |
| | Cindy Scheuerman |
| | Doug Dennison |
| Alternate | |
| Absent | |
| Town Board Liaison | David Sislowski |
- Also Present:
- | | |
|-------------------|---------------------|
| Planning Director | Scott Ballstadt |
| Deputy Town Clerk | Amanda Mehlenbacher |
2. Review of Agenda by the Planning Commission and Addition of Items of New Business to the Agenda for Consideration by the Planning Commission
**Mr. Tallon moved to approve the agenda as presented; Mr. Bushelman seconded the motion. Roll call on the vote resulted as follows:
Yeas – Schick, Scheuerman, Hall, Tallon, Bushelman, Foreman, Yingst
Nays – None
Motion carried.**
3. Public Invited to be heard
Mr. Schick opened the meeting up for public comment to which there was none.
- B. CONSENT CALENDAR*
1. Approval of minutes of July 18, 2018
**Mr. Tallon moved to approve the consent calendar as presented; Mr. Foreman seconded the motion. Roll call on the vote resulted as follows:
Yeas – Schick, Scheuerman, Hall, Tallon, Bushelman, Foreman, Yingst
Nays – None
Motion carried.**
- C. BOARD ACTION

1. Site Plan Presentation – Eagle Crossing Subdivision, 4th Filing, Lot 2 – Eagle Crossing (Fossil Ridge) Storage – Eagle Crossing Development Inc., owner; Brian Williamson, TST Consulting Engineers, Inc., applicant; Morgan Kidder, Journey Homes, authorized representative

- Staff presentation: Millissa Berry, Senior Planner
Presented by Scott Ballstadt in place of Ms. Berry

Mr. Ballstadt introduced the applicant and presented the PowerPoint presentation included in the packet material, with the following information: The property owner, Eagle Crossing Development Inc., represented by Mr. Brian Williamson of TST Consulting Engineers, Inc. and Mr. Morgan Kidder of Journey Homes, is proposing a new site development in the Eagle Crossing Subdivision, 4th Filing. The site is zoned Limited-Industrial (I-L) and is located adjacent to other I-L zoned properties to the south, north and east and Multifamily 2 (MF-2) to the north and west.

The project is an enclosed storage facility. Overall development characteristics include:

- total lot area of approximately 5.8 acres
- approximately 23% landscaped area of additional buffer landscaping where property meets MF-2 district
- a 96,400 square foot facility
 - 95,500 square feet of storage
 - 900 square foot office
- office is approximately 15 feet in height and storage units are approximately 11 feet in height
- storage units designed around the perimeter of the site
- access from Steeplechase Drive
- 7 parking spaces
- colors and materials will reflect those used in the Fossil Ridge Apartment project in the immediate vicinity of the storage facility site
- materials used to break up wall along Steeplechase.

Mr. Ballstadt indicated that there is no recommendation, as this item is for presentation purposes.

Mr. Schick asked if there were any questions or comments from the Commission.

Mr. Bushelman inquired about the materials used to break up the wall along Steeplechase Drive and why it wasn't consistent with the similar facade without breaks.

Mr. Ballstadt stated that the elevations were those submitted with the original submittal and he would need to follow up with staff.

Ms. Hall inquired if the breaks along the wall were necessary.

Mr. Ballstadt stated that it's an aesthetic feature used to break up the facade facing Steeplechase Drive and the feature may not have been required on less prominent facades.

Mr. Schick allowed Mr. Wilkening to address the Commission to voice his concerns regarding the site plan.

Garry Wilkening, owner of Windsor Commons Self Storage, 1101 Automation Dr., approached the Commission and expressed his concern regarding the consistency with prior projects of a similar nature, specifically regarding the number of required bathrooms, and that storage units are being overbuilt for a community the size of Windsor.

Mr. Ballstadt wished to clarify that this being a site plan presentation, it does not get into the detail of building code requirements such as required number of bathrooms and additional information will be needed prior to determining what may or may not be required.

2. Site Plan Presentation - Windsor Commons Lot 4 – Joel Walters, Budget Blinds, applicant/ David Stranathan, Freeman Architects, applicant's representative
 - Staff presentation: Paul Hornbeck, Senior Planner
Presented by Scott Ballstadt in place of Mr. Hornbeck

Mr. Ballstadt introduced the applicant and presented the PowerPoint presentation included in the packet material, with the following information: The applicant Mr. Joel Walters, represented by Mr. David Stranathan, is proposing a new site development in the Windsor Commons Subdivision at 1224 Automation Drive. The site is zoned General Commercial (GC) and is located adjacent to properties with GC and Limited Industrial (IL) zoning. The subject property is partially built out with a parking lot but no buildings have been constructed.

Overall development characteristics include:

- total lot area of 0.90 acres
- 13,811 square foot building
- approximately 11% landscaped area (additional landscaping to be provided with future adjacent property development)
- 53 parking stalls

Building characteristics include:

- Multi-tenant building
- Stucco and stone building façade on three sides with predominately metal finish on the rear (north) side
- Maximum building height of approximately 22'

Mr. Ballstadt indicated that there is no recommendation, as this item is for presentation purposes.

Mr. Schick asked if there were any questions or comments from the Commission.

Mr. Schick inquired if there were any major changes that needed to be made in order to bring the site up to today's standards.

Mr. Ballstadt responded that the only previous improvements that are on the site consist of infrastructure and asphalt pavement. The architecture will be more contemporary than it was on the older site plan.

Mr. Schick allowed Mr. Wilkening to address the Commission to voice his concerns regarding the site plan.

Mr. Ballstadt wished to clarify that the items on tonight's agenda are considered uses by right and no action is being taken.

Garry Wilkening, owner of Windsor Commons Self Storage, 1101 Automation Dr., approached the Commission and expressed his concern regarding the trash enclosure location and the impact the project will have on his property to the north concerning drainage.

Mr. Ballstadt responded that the engineering department will be reviewing the drainage plan.

D. COMMUNICATIONS

1. Communications from the Planning Commission

None

2. Communications from the Town Board liaison

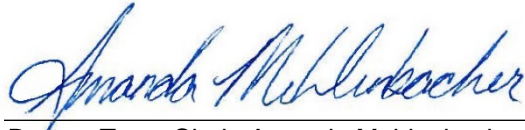
None

3. Communications from the staff

Mr. Ballstadt stated that Mr. Annable submitted his resignation from the Planning Commission earlier this week. Mr. Schick offered the longer tenured alternate, Mr. Yingst, a regular seat on the Board and the Town will soon be advertising for the vacant alternate position. Mr. Ballstadt also highlighted the upcoming joint work sessions with the Town Board to review the general commercial service and storage areas as well as the multi-family residential parking requirements.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:23 p.m.



Deputy Town Clerk, Amanda Mehlenbacher