



**PLANNING COMMISSION
REGULAR MEETING**

**December 19, 2018 // 7:00 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550**

MINUTES

A. CALL TO ORDER

Chairman Tallon called the regular meeting of the Planning Commission to order at 6:58 p.m.

1. Roll Call

The following Planning Commission members were present:

- | | |
|--------------------|---------------------------------------|
| | Doug Dennison |
| | Kelly Hall |
| | Victor Tallon |
| | Jerry Bushelman |
| | Dan Foreman |
| Alternate | Cindy Scheuerman |
| Alternate | Scott Ready |
| Absent | Gale Schick |
| Absent | Travis Yingst |
| 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. Bushelman moved to approve the agenda as presented; Ms. Scheuerman seconded the motion. Roll call on the vote resulted as follows; Yeas –Dennison, Hall, Scheuerman, Tallon, Bushelman, Foreman; Nays – None Motion carried**

3. Public Invited to be heard

Mr. Tallon opened the meeting up for public comment to which there was none.

B. CONSENT CALENDAR*

1. Approval of minutes of December 5, 2018

Mr. Dennison moved to approve the consent calendar as presented; Ms. Scheuerman seconded the motion. Roll call on the vote resulted as follows; Yeas – Dennison, Hall, Scheuerman, Tallon, Bushelman, Foreman; Nays – None Motion carried

C. BOARD ACTION

1. Final Site Plan – Eagle Crossing Subdivision 8th Filing, Lot 1 Site Plan (Apartment Complex) – Larry Buckendorf/Morgan Kidder, Fossil Ridge Holdings.

The Town of Windsor will make reasonable accommodations for access to town services, programs, and activities, and will make special communication arrangements for persons with disabilities. Please call 970-674-2400 by noon on the Thursday prior to the meeting to make arrangements.

LLC, owner/applicant; Daniel Hull, LandOne Engineering, LLC, applicant's representative

- Quasi-judicial
- Staff presentation: Paul Hornbeck, Planner
Scott Ballstadt, Director of Planning presented on behalf of Mr. Hornbeck.

Mr. Ballstadt introduced the applicant and presented the PowerPoint presentation included in packet material, with the following information: The applicant, Mr. Larry Buckendorf of Fossil Ridge Holdings, LLC, represented by Mr. Daniel Hull of LandOne Engineering, has submitted a final site plan, known as Eagle Crossing Subdivision 8th Filing, Lot 8. The property is located south of Steeplechase Drive and approximately 1/3 mile west of Highland Meadows Parkway. The lot is being created as part of a concurrent minor subdivision which is combining two existing lots. The eastern portion of the new lot previously received site plan approval of four multifamily buildings containing 93 units as a part of a larger 18 building, 407 unit development. The western portion of the new lot was not site planned at that time due to an agreement between the surface property owner and mineral owners.

Site plan characteristics include:

- 4.59 acre site
- an additional 5 buildings and 111 units (for a total of 9 buildings and 204 units);
- parking provided at a ratio of 1.5 spaces per unit, in accordance with the code requirements in place at the time the site plan application was received
- site building coverage of 27%; and
- landscaped area of 30%.

Building characteristics will match the previously approved buildings and include:

- three story buildings with 5:12 roof pitches
- horizontal fiber cement lap siding as the predominant façade material;
- stone treatment around the base of buildings and around external stairways;
- covered decks and porches.

Staff recommends that the Planning Commission forward to Town Board a recommendation of approval of the Final Site Plan, subject to all remaining Planning Commission and staff comments being addressed.

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Mr. Bushelman inquired if there was a wall between the landscape area and the light industrial area.

Morgan Kidder with Journey Homes stated that there is a 2 tier retaining wall in place to help with drainage and avoid an extreme slope.

Mr. Bushelman inquired if there was screening between the multifamily units and the light industrial area.

Mr. Ballstadt responded that the code does not require a buffer at this time.


Mr. Bushelman moved to approve the Final Site Plan – Eagle Crossing Subdivision Eighth Filing subject to all remaining Planning Commission and staff comments being addressed; Mr. Foreman seconded the motion. Roll call on the vote resulted as follows; Yeas – Dennison, Hall, Scheuerman, Tallon, Bushelman, Foreman; Nays – None Motion carried

D. COMMUNICATIONS

1. Communications from the Planning Commission
None
2. Communications from the Town Board liaison
None
3. Communications from the staff

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:10 p.m.



Deputy Town Clerk, Amanda Mehlenbacher