



PLANNING COMMISSION REGULAR MEETING

Town Board Chambers June 2, 2021 - 6:00 PM

Virtual Meeting Only. Join this meeting online:

<https://windsorgov.zoom.us/j/92430917355> Or by phone: (877) 853 5247 US Toll-free /
(888) 788 0099 US Toll-free Meeting ID: 924 3091 7355

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MINUTES

A. CALL TO ORDER

Chairman Schick called the meeting to order at 6:00 p.m.

1. Roll Call

Chairman Schick
Vice-Chair Jerry Bushelman
Cindy Beemer
Kelly Hall
Timothy Reddick
Jose Valdes
Roger Colonnese

Absent

Doug Dennison
Eric Bernhardt

Also Present:

Scott Ballstadt, Director of Planning
Carlin Malone, Chief Planner
David Eisenbraun, Senior Planner
Sandra Mezzetti, Planner I
Desa Blair, Civil Engineer
Barry Wilson, Town Board Liaison
McKenzie Payne, Visual Media Coordinator
Trisha Conway, Deputy Town Clerk
Tom Siegel, Water Valley
John Hall, Lot Holding Investments
Tyler Smith, Lot Holding Investments

2. Review of Agenda by the Planning Commission and Addition of Items of New Business to the Agenda for Consideration by the Planning Commission

Cindy Beemer moved to approve the agenda as presented, Vice Chairman Bushelman seconded the motion. Roll call on the vote resulted as follows; Yeas - Beemer, Bushelman, Colonnese, Hall, Reddick, Schick, Valdes;

3. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Planning Commission.

Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings

are encouraged to be prepared and individuals will be limited to three (3) minutes. Public Comments are expected to be constructive. Written comments are welcome and should be given to the Secretary prior to the start of the meeting. Written materials will not be accepted during the meeting in the interest of time.

Chairman Schick opened the meeting up for public comment to which there was none.

B. CONSENT CALENDAR

Cindy Beemer moved to approve the minutes of the meeting of May 19, 2021 as presented, Roger Colonnese seconded the motion. Roll call on the vote resulted as follows; Yeas - Beemer, Bushelman, Colonnese, Hall, Reddick, Schick, Valdes;

C. BOARD ACTION

1. Public Hearing - Final Major Subdivision - Raindance Subdivision 17th Filing - David Nelson/Martin Lind, owner/applicants, and Tom Siegel, applicant's representative

- Quasi-judicial
- David Eisenbraun, Senior Planner

The Raindance Subdivision Seventeenth Filing continues the character and patterns of the Raindance Development. Native open space areas and pedestrian connectivity through detached trails enhance the setback along Bounty Drive and tie into the overall Raindance project.

The project is located on Tract Z of the Raindance Subdivision Second Filing, on the east side of Autumn Moon Drive and on north side of Bounty Drive. The project intent is to construct 1 and 2-story, single-family, buildings on the 10.36-acre site. The site consists of 61 lots with an overall density of 6.1 DU/AC. Based on the current site plan, total parking required at 2.0/DU would be 122 spaces. Each lot provides 1-2 garage parking spaces, with parking also provided in the driveway. Additional on-street parking is provided on all streets, with the exception of Bounty Drive. The current zoning of the site is RMU with P.U.D. overlay. This project meets all P.U.D standards. Access to the site is provided through existing surrounding streets and new dedicated ROW. Moon Rise Drive on the west, Nightfall Drive on the north, Autumn Moon Drive on the east, and Bounty on the south. Floret Drive will extend into the site from the east, along with Blue Moon Drive on the north. Blue Moon Drive will terminate into the new cul-de-sac named Blue Moon Ct. All utility services are a continuation of the Raindance Development and are per the master plan concepts.

The Municipal Code requires a public hearing notification for a final major subdivision. Notifications were provided as follows:

- May 20, 2021 – affidavit of letters mailed to property owners within 500 feet
- May 19, 2021 – legal notice posted on the Town of Windsor website
- May 19, 2021 – development review sign posted on the property
- May 21, 2021 – legal ad published in the paper

Mr. Wilson stated, "Mr. Chair, for the record I would like to disclose that I am a sitting member of the Town Board, and that I am here in my capacity as a nonvoting liaison to the Planning Commission. Although I will be present during this public hearing, I will not be giving my opinion or participating in the discussions. I will not let tonight's proceedings influence or affect my review of this matter when it comes before the Town Board. I will make my decision at the Town Board level based only on the evidence presented during the Town Board public hearing."

Chairman Schick opened the public hearing.

Alternate Commissioners Colonnese was seated as voting member during this item to fill in for absent regular members.

Mr. Eisenbraun reported Raindance unit analysis total units 2,511, total approved units 2,792,

remaining available units 281. Future development will be submitted to the South two residential parcels, and one commercial parcel.

Relationship to Comprehensive Plan

The application is consistent with the following goals and objectives of the Comprehensive Plan:

Chapter 5b - Growth Framework

Goal: Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.

Objective: 1. Prioritize new growth in areas currently served by Town infrastructure and services.

Staff recommends that the Planning Commission forward to the Town Board a recommendation of approval of the final major subdivision as presented, subject to all remaining Planning Commission and staff comments being addressed.

Chairman Schick opened the meeting for commissioner comment to which there was none.

Cindy Beemer moved to close the public hearing, Timothy Reddick seconded the motion. Roll call on the vote resulted as follows; Yeas - Beemer, Bushelman, Colonnese, Hall, Reddick, Schick, Valdes;

2. Recommendation to Town Board - Final Major Subdivision - Raindance Subdivision 17th Filing - David Nelson/ Martin Lind, owners/applicants, and Tom Siegel, applicant's representative

- Quasi-judicial
- David Eisenbraun, Senior Planner

Please see public hearing item.

Chairman Schick asked Mr. Eisenbraun whether he had anything additional.

Mr. Eisenbraun reported he had nothing further to add.

Chairman Schick opened the meeting for commissioner comment to which there was none.

Cindy Beemer moved to forward a recommendation of approval to Town Board for the final major subdivision Raindance Subdivision 17th Filing subject to recommendations by staff, Vice Chairman Bushelman seconded the motion. Roll call on the vote resulted as follows; Yeas - Beemer, Bushelman, Colonnese, Hall, Reddick, Schick, Valdes;

3. Preliminary Major Subdivision - Greenspire Subdivision 4th Filing

- Quasi-judicial
- Carlin Malone, Chief Planner

The applicant, Tyler Smith, on behalf of John Hall of Lot Holding Investments LLC, has submitted a preliminary major subdivision known as Greenspire Subdivision 4th Filing. The 4th Filing property encompass approximately 11.6 acres and is zoned RMU-1 (Residential Mixed Use).

The proposed subdivision includes 93 townhome lots with tracts for open space, trail system, a playground, drainage, easements, and access. The 2005 Greenspire Master Plan identifies the subject area for 80-100 attached condominiums with a density range of 10-12.5 dwelling units per acre.

Preliminary Plat characteristics:

- 11.6 total acres
- 93 townhome lots (6.1 acres / 52.5%)
- Density: 8.0 du/ac
- Tracts (5.5 acres)

- Dedicated open space (1.6 acres / 13.8%)
- Drainage, utility, access (3.92 / 33.7%)
 - Parks - Park requirement met with park land surrounding Windsor Lake
 - Extension of trail system along the New Cache La Poudre Irrigation Company canal

This application was submitted on December 18, 2020, prior to the effective date (February 10, 2021) of the new land use code. Therefore, a neighborhood meeting was required with this application. The applicant held a neighborhood meeting on April 27, 2021, in accordance with Chapter 16, Article XXXI of the Municipal Code, which was in effect at the time of the application. Please see the enclosed neighborhood meeting summary.

Relationship to Comprehensive Plan

The application is consistent with the following goals and objectives of the Comprehensive Plan:

Chapter 5b – Growth Framework

Goal: Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.

Objectives:

1. Prioritize new growth in areas currently served by Town infrastructure and services.

Staff comment: The development is part of an existing neighborhood and provides the last portion of the development on the east side of the canal along Greenspire Drive.

3. Develop new neighborhoods adjacent to the Town core. Staff comment: The development will provide connections to the open space and an additional segment of trail system connecting the trail surrounding Windsor Lake, providing connectivity to the downtown and core area of town.

5. Support maintenance and investment in existing neighborhood infrastructure and services as the Town grows.

Staff comment: Existing infrastructure and services serve this neighborhood. The Town is investing in a segment of trail system south of this development along the canal, connecting to the trail along Windsor Lake. This development will continue the connection from the south along the canal to the northeast and easterly along the Greeley No. 2 Ditch.

Chapter 5c – Residential Areas Framework

Goal: Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.

Objectives:

1. Promote multi-modal connectivity to increase neighborhood access and resident mobility.

Staff comment: The development will provide increased multi-modal connectivity within the neighborhood, to Windsor Lake, and surrounding trail network. Multi-modal connectivity will be further added to the west of this development with future development phases of the Greenspire neighborhood.

4. Foster a diversity of housing types and sizes through coordinated land use planning and zoning.

Notifications

A neighborhood meeting was held on April 27, 2021, and notifications were as follows:

- April 16, 2021 – affidavit of mailing to property owners within 300 feet
- April 21, 2021 – display ad published in the newspapers

This application was submitted under the previous land use code requirements, which does not require notification of the Planning Commission public meeting for a Preliminary Subdivision.

Ms. Malone reported the site is located Northeast of Windsor lake, intersection of Hillspire Drive, and Greenspire Drive, East of the Greeley No. 2 Canal, West of Hollister Lake Road. This area was Master Plan in 2005 known as Tract "O", and a small portion of Tract "E". Tract O was planned for Condominiums, and Tract E was designated for Single-family residence. This is the last segment of development that will be South of Greeley No. 2 Canal.

Staff recommends that the Planning Commission approve the preliminary major subdivision as presented, subject to all remaining Planning Commission and staff comments being addressed with the final major subdivision.

Chairman Schick opened the meeting for commissioner comment.

Commissioner Valdes asked Ms. Malone the proximity of this site to the church.

Ms. Malone reported this property is located Northeast of the church.

Commissioner Valdes asked Ms. Malone about existing single family homes in the area.

Ms. Malone reported the existing single family homes are adjacent or currently under construction in this area.

Commissioner Valdes asked Ms. Malone about future development to the West of this site.

Ms. Malone reported there will be future development West of the site location.

Commissioner Beemer asked Ms. Malone about the condominium master plan, and the overall density change on the preliminary major subdivision.

Ms. Malone reported the condominiums were approved on the master plan for 12 units per acre, and the density of the Townhomes are 8 units per acre.

Cindy Beemer moved to approve the preliminary major subdivision Greenspire Subdivision 4th Filing as presented by staff, Timothy Reddick seconded the motion. Roll call on the vote resulted as follows; Yeas - Beemer, Bushelman, Colonnese, Hall, Reddick, Schick, Valdes;

4. Preliminary Site Plan - Greenspire Subdivision 4th Filing Townhomes

- Quasi-judicial
- Carlin Malone, Chief Planner

The applicant, Tyler Smith, on behalf of John Hall of Lot Holding Investments LLC, has submitted a preliminary site plan known as Greenspire Subdivision 4th Filing Townhomes Site Plan. The property encompass approximately 11.6 acres and is zoned RMU-1 (Residential Mixed Use). The proposed site plan includes 93 townhome lots with tracts for open space, trail system, a playground, drainage, easements, and access. The 2005 Greenspire Master Plan identifies the subject area for 80-100 attached condominiums with a density range of 10-12.5 dwelling units per acre.

Site Plan characteristics:

- 11.6 total acres
- 93 townhome lots (6.1 acres / 52.5%); 100% - 3-bedroom units
- Density: 8.0 du/ac
- Open space: 3.6 acres (31.1%); 1,795.8 sf/unit (900 sf/unit required)
- Playground / open space area - centrally located
- Extension of trail system along Cache La Poudre Irrigation Company canal
- Parks - Park requirement met with park land surrounding Windsor Lake
- 3-plex, 4-plex, 5-plex building types
- Front porches, tree-lined streets, alley-loaded garages
- Two garage spaces + two driveway spaces
- Parking space totals: 386 spaces provided (186 required)

This application was submitted on December 18, 2020, prior to the effective date (February 10,

2021) of the new land use code, which requires that the Planning Commission approve the Preliminary Site Plan for multifamily residential development proposals. A neighborhood meeting was required with the preliminary subdivision application, which was processed concurrently with the site plan application.

Relationship to Comprehensive Plan

The application is consistent with the following goals and objectives of the Comprehensive Plan:

Chapter 5b – Growth Framework

Goal: Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.

Objectives

1. Prioritize new growth in areas currently served by Town infrastructure and services.

Staff comment: The development is part of an existing neighborhood and provides the last portion of the development on the east side of the Cache La Poudre Irrigation Company ditch along Greenspire Drive.

3. Develop new neighborhoods adjacent to the Town core.

Staff comment: The development will provide connections to the open space and an additional segment of trail system connecting the trail surrounding Windsor Lake, providing connectivity to the downtown and core area of town.

5. Support maintenance and investment in existing neighborhood infrastructure and services as the Town grows.

Staff comment: Existing infrastructure and services serve this neighborhood. The Town is investing in a segment of trail system south of this development along the Cache La Poudre Irrigation Company ditch, connecting to the trail along Windsor Lake. This development will continue the connection from the south along the ditch to the northeast, continuing easterly along the Greeley No. 2 Ditch.

Chapter 5c – Residential Areas Framework

Goal: Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.

Objectives

1. Promote multi-modal connectivity to increase neighborhood access and resident mobility.

Staff comment: The development will provide increased multi-modal connectivity within the neighborhood, to Windsor Lake, and surrounding trail network. Multi-modal connectivity will be further added to the west of this development with future development phases of the Greenspire neighborhood.

4. Foster a diversity of housing types and sizes through coordinated land use planning and zoning.

Ms. Malone reported 93 townhomes lots, three-bedroom units with two car garages with an additional two spaces in the drive-way behind the garage. The landscape plan will have a trail connection, and the developer has worked with Town staff to add a segment next to the church eventually connecting the trail to Windsor Lake. The townhomes will have multiple different elevations, 3-plex, 4-plex, and 5-plex building types.

Staff recommends that the Planning Commission approve the preliminary site plan as presented, subject to all remaining Planning Commission and staff comments being addressed with the final site plan.

Chairman Schick opened the meeting to the applicant for any presentation to which there was none.

Chairman Schick asked Ms. Malone how many parking spaces are available for guests.

Ms. Malone reported approximately one dozen parking spaces are available adjacent to the playground, and South of Greenspire Drive. There is additional street parking available.

Commissioner Colonnese asked Mr. Hall why are all the elevations three bedroom townhomes.

Mr. Hall 158 Veronica Drive, Windsor, reported the sister company Windmill Homes has the engineered plans to build three bedroom units, and has been successful with these models in Milliken. The site plan for the units has already been platted with plans to sell exclusively to Windmill Homes.

Commissioner Bushelman asked Mr. Hall what price range will these townhomes sell for.

Mr. Hall reported the townhomes property value assessment is high \$300k to \$400k+ range with the current market value.

Commissioner Beemer asked Ms. Malone what side streets extra parking would be available.

Ms. Malone reported on street parking is available anywhere it doesn't block access to which is Greenspire Drive and Hillspire Drive.

Commissioner Valdes asked Ms. Malone about the Comprehensive Plan, and whether it outlines the number of guest parking spaces needed for this type of development.

Ms. Malone reported the overall number of parking spaces required is based on bedrooms, and factored into the site plan.

Commissioner Reddick commented the presentation reported two parking spaces are required for each two bedroom unit, and the drive-way spaces are extra parking.

Mr. Ballstadt commented all parking requirements are based on the number of bedrooms.

Commissioner Valdes asked Ms. Malone how the income level for these unit fits into the Master Plan.

Ms. Malone reported we don't have an income level in the code only diversity in housing in the Comprehensive Plan.

Cindy Beemer moved to approve the preliminary site plan Greenspire Subdivision 4th Filing Townhomes as presented by staff, Jose Valdes seconded the motion. Roll call on the vote resulted as follows; Yeas - Beemer, Bushelman, Colonnese, Hall, Reddick, Schick, Valdes;

D. COMMUNICATIONS

- Communications From Planning Commission

Commissioner Bushelman asked Chairman Schick about whether the next meeting on June 16th would be held in-person or via Zoom.

Chairman Schick reported he will be meeting with Mr. Ballstadt to discuss those options.

Commissioner Reddick asked Mr. Wilson about Legislative Bill HB21-1117 Local Government Authority Promote Affordable Housing Units. Concerning the ability for local governments to promote the development of new affordable housing units pursuant to their existing authority to regulate land use within their territorial boundaries. Which are there discussions at a Town Board level or will this need to be reviewed during the Comprehensive Plan.

Mr. Wilson reported Town Board has not had any discussions about Legislative Bill HB21-1117, and Windsor has a Housing Authority. Most of the discussion have been about affordable housing for seniors.

Commissioner Reddick commented the market is driving housing prices, not the builders or the developers.

Commissioner Beemer commented on material cost, and the price to rebuild these homes from an insurance agent perspective is astronomical. Ms. Beemer reported she will be absent for the June 16, 2021 Planning Commission meeting.

- From Town Board Liaison

Town Board Member Wilson reported during Work Sessions we discussed the Public Art policies, and approved the Community Art policy. Discussion and approval of an IGA for Northern Integrated Supply Project (NISP) where Town of Windsor would receive over 4 million dollars to build 9 acres of wetlands across the river from Eastman Park. Urban 3 presentation where information will be used to update the Comprehensive Plan. Terry Ranch innovative water project, and how it improves Greeley's water supply for the future. Raindance 16th filing was approved by Town Board, and we agreed to collect the new impact fee for Windsor/Severance Fire District. An IGA was approved for Martin Lind, Raindance pedestrian bridge over 7th Street. Our financial reports sales tax revenue is doing good from development, financial reports, and police report forecasts.

- Communications From Staff

- 1.

- Great Western Industrial Park 6th Site Plan


Ms. Mezzetti reported on the memo for administrative item Great Western Industrial Park 6th Site Plan. Rocky Mountain Transload located 31535 Great Western Drive, zoned heavy industrial (HI), overall development characteristics lot area 6.36 acre, office 460s.f., grain storage 5,000s.q. with 5 available parking spaces including one ADA space. Required landscape/open space in HI Zone district (8%), provided landscape/open space (17.64%). The access is from Great Western Drive via private drive located in unincorporated Weld County. Building characteristics include; Eldorado stone wainscot, James Hardie cement board siding, titan structures metal panels. Grain storage silos are prefabricated metal structure. Office building is a single story structure, height 10'-3", grain storage building is 24'-11". Planning Commission comments need to be submitted by Friday, June 4, 2021.

Mr. Ballstadt reported he recently attended the Long Range Planning Committee (LRPC) School District. The current student population is close to 8,000 students, and projection by 2026 is 11,000 students in the Weld RE4 district. The Bond adjustments for the middle school, and next elementary schools check out the potential November 2021 Bond initiative which is a great opportunity for families to learn about the investments the district is considering to serve our students and ensure it can continue to offer the high-quality educational experience it is known for, that parents expect, and that our students deserve. Meeting access information is available at bond.weldre4.org on the home page.

Ms. Conway reported the Voter Affirmations will be sent tonight, and need to be returned by tomorrow.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:06 p.m.



Trisha Conway, Deputy Town Clerk