

**WOODLAND PARK PLANNING COMMISSION
WOODLAND PARK CITY HALL COUNCIL CHAMBERS
VIRTUAL MEETING VIA ZOOM AND
IN-PERSON AT 220 W. SOUTH AVENUE, WOODLAND PARK, CO
MEETING MINUTES *for* APRIL 23, 2020 – 7:00 PM**

Due to the COVID-19 pandemic, this meeting was a hybrid in-person and virtual electronic meeting. A Zoom link for participation was posted on the front-page of the City website. Public input in the form of written comment submitted in advance of the meeting was strongly encouraged and accommodation for public comment in real time at the meeting was made.

1. ORDER AND ROLL CALL. The Chairman called the meeting to order at 7:08 p.m. Commissioners present: Chairman Jon DeVaux, Vice-Chairman Geoff Watson, Lee Brown, Ellen Carrick, Larry Larsen, Peter Scanlon, Jerry Penland, Ken Hartsfield. Commissioners absent: Vickie Good. Staff present: Planning Director Sally Riley, City Planner Lor Pellegrino, City Engineer Robyn Brown, City Attorney Jason Meyers.

2. PLEDGE OF ALLEGIANCE. All recited the Pledge of Allegiance.

3. APPROVAL OF MINUTES. The February 27, 2020 minutes were approved unanimously as presented.

4. PUBLIC HEARINGS

- A. SUB 2020-01 MALLETT SUBDIVISION:** Consider a Final Plat by Rampart Investment Group, LLC (Property Owner) for a minor one-lot subdivision to plat 2.238 acres in the NW1/4 of the NW1/4 of Section 24, Township 12 South, Range 69 W6PM (930 W. Bowman Avenue) in the Community Commercial (CC) zone.

Commissioner Larsen requested recusal since he was previously involved with the rezoning and conditional use permit for this project. Hearing no objections, Commissioner Larsen left the meeting at 7:07 pm.

The City Planner verbally presented the case using a PowerPoint slide show. She indicated the site location, neighborhood characteristics, and details of the subdivision including an analysis of applicable City standards contained in Municipal Code (MC) §17.24, §17.40 and §17.44. Based on findings of conformance to the Subdivision and Zoning regulations, the Comprehensive Plan and other applicable plans and regulations, she recommended that the Planning Commission recommend that City Council approve the plat with conditions including the addition of a 15 foot wide utility easement along the south boundary.

Mr. Mallett (Applicant) stated that he is working on the drainage study for future development of the site.

Chairman DeVaux opened the meeting to public comment and with none forthcoming, closed the public comment portion of the meeting.

Chairman DeVaux moved, and Commissioner Carrick seconded, THAT the Planning Commission recommend that City Council approve the Mallett Subdivision final plat, based on finding conformance to the Subdivision and Zoning regulations, the Comprehensive Plan and other applicable plans and regulations, as described in the staff report and as presented at public hearing, subject to the following conditions:

1. Prior to producing the mylar, the following corrections shall be made to the plat: (a) Add a 15-foot wide utility easement along the south property line (along Bowman Avenue); (b) Plat Note 8: change “contisions” to “conditions”; and (c) City Council Certificate: Change “Neil Levy” to “Val Carr.”
- Motion passed. **Yes:** Watson, Brown, Carrick, Hartsfield, Scanlon, DeVaux / **Recused:** Larsen / **No:** None.

Commissioner Larsen rejoined the meeting at 7:25 pm and Commissioner Penland joined the meeting at 7:27 pm.

- B. FHDP 2020-01 DOSS FLOOD HAZARD DEVELOPMENT PERMIT:** Consider a Flood Hazard Development Permit by Michael Doss (Property Owner) to construct one (1) single family residence in and adjacent to the Loy Gulch Special Flood Hazard Area on Lot 9, Park View Estates Filing 3 (1910 Valley View Drive) in the Suburban Residential (SR) zone.

The City Planner verbally presented the case using a PowerPoint slide show. She indicated the site location, neighborhood characteristics, and details of the proposed development including the location of the 500- and 100-year floodplain and floodway boundaries. She provided an analysis of the floodplain standards in

MC §20.04.010, and upon finding conformance, recommended that the Planning Commission approve the Flood Hazard Development Permit with conditions.

Dean Waters (Applicant) and David Mijares (Engineer) described the proposed development citing no impact to the floodplain.

Chairman DeVaux opened the meeting to public comment and with none forthcoming, closed the public comment portion of the meeting.

The Commissioners asked questions about the need to stake/flag the 500-year floodplain, water availability, and past flooding in the area.

Commissioner Hartsfield moved, and Commissioner Watson seconded, THAT the Planning Commission approve FHDP2020-01 Doss Flood Hazard Development Permit to construct to construct one (1) single-family residence complete with driveway improvements in and adjacent to the Loy Gulch SFHA on Lot 9, Park View Estates No. 3 (1910 Valley View Drive) in the Suburban Residential (SR) zone district as requested by Michael Henry Doss (Owner) based on the findings contained in this Staff Report and as presented at public hearings, subject to the following conditions:

1. Prior to any land disturbance, submit for approval for the entire site, complete with all applicable fees:
 - a. Evidence of the physical location (staked and flagged) of the 100-year floodplain.
 - b. A Final Building Zoning Development Permit including details of the installation/relocation of all services and utilities (e.g. cable/fiber optic lines, IREA lines, water, sewer, storm drains, etc.) complete with final landscaping; and
 - c. A Final Grading Plan with all erosion control and grading.
2. There shall be no impact to the north reach floodway in any way. No impact means no grading, landscaping, fill, deposit, deposition of debris, traverse, parking vehicles or any other change, alteration or disturbance of the existing floodway.
3. In addition to meeting all building code and City standards, road, utility services and building design, construction and installation shall in every case consider materials and methods that are resistant to, reduce exposure to, and minimize flood damage.
4. Property owners are encouraged to procure flood insurance to protect themselves, the buildings, and any possessions stored on-site in the event of a flood.
5. Prior to issue of a Certificate of Occupancy for the SFR, the engineer must submit the required post-construction Certificate of Compliance certifying that the improvements were installed and constructed in compliance with the provisions of Municipal Code Title 20 and this Flood Hazard Development Permit.

Motion passed. Yes: Watson, Brown, Carrick, Hartsfield, Scanlon, DeVaux, Larsen, Penland / No: None.

5. REPORTS

- A. Planning Director's Report: The Planning Director congratulated the Commissioners on their first hybrid in-person/Zoom meeting.

6. ADJOURNMENT: The meeting adjourned at approximately 8:02 pm.

7. WORK SESSION

- A. Discussion of single-family uses in multi-family zones was rescheduled to May 14, 2020.

Recorded by:

City Planner Lor Pellegrino, AICP

Approved July 23, 2020 by

Chairman Jon DeVaux,