WOODLAND PARK PLANNING COMMISSION
MEETING MINUTES *for* APRIL 22, 2021 – 7:00 PM
Council Chambers, 220 W South Avenue, Woodland Park

This meeting was a hybrid meeting with in-person and virtual attendance. The Zoom meeting link is in the calendar on the City website front page. Public input is very important to the Planning Commission. Comments were encouraged in writing in advance of the meeting to be submitted by mail to the Planning Department at PO Box 9007, Woodland Park, CO, 80866 or email to sriley@city-woodlandpark.org.

1. **ORDER AND ROLL CALL:** Order was called at 7:03 p.m. Commissioners present: (In-person) None. (Zoom) Chairman DeVaux, Vice-Chairman Ken Hartsfield, Al Bunge, Vickie Good, Lee Brown, Larry Larsen, Ellen Carrick. Commissioners absent: None. Staff present: Planning Director Sally Riley (Zoom), City Planner Lor Pellegrino (in-person and Zoom), Planning Technician Dave Burgess (in-person).

   Commissioner Brown had audio problems and was unable to answer the roll call but was present by video and ultimately resolved the audio issue.

2. **APPROVAL OF MINUTES:** The April 8, 2021 minutes were approved as presented.

3. **PUBLIC HEARINGS**

   A. **ZON2021-05 The Grove at Spruce Haven:** A rezoning request by HopTree Development, LLC (Joe Kent & Erin Obering, Applicant) and Diane K. Dunlap Kremer Trust (Bradley Philson, Property Owner) to rezone from Community Commercial (CC) to Multi-Family Residential Suburban (MFS) approximately 1.71 acres of land (portion of the west half of the northwest quarter of Section 24, Township 12 South, Range 69 (AKA portion Kowitz tracts) (920 Spruce Haven Drive). *(City Council Public Hearing 7p – May 20, 2021)* (QJ)

   At 7:21 pm, after resolving some difficulties with Zoom, City Planner Pellegrino presented a slide show of the staff report, going over the rezoning request as submitted and finding that the MFS zone district is consistent with the goals, objectives, and mixed-use designation in the 2010 Comprehensive Plan and would be appropriate for the location given surrounding zones and existing uses and existing infrastructure. Staff recommended that the Planning Commission recommend that City Council approve the request based on findings of conformance to the zoning regulations and the Woodland Park Comprehensive Plan as described in the staff report and as presented at public hearing.

   Mr. Joe Kent provided an overview of the rezoning request complete with a concept proposing 6 duplexes (12 single-family units) approximately 1,625 SF each with 3-bed/2-bath/2 car garage units. He described the community engagement process to date which has consisted of mail-outs reaching 30 surrounding properties. All input is considered and future input will be sought throughout the development process. Every effort will be made to keep existing on-site trees and 25-foot setbacks from all property boundaries are proposed.

   Utilities Director Kip Wiley explained how the City assesses water and wastewater with development proposals and ultimately stated that currently, the City does have the water to support the proposed residential units. Looping of the water network will be required and lift stations may be required for some of the units depending on the elevation of the sewer line relative to the units.

   Mr. Larsen stated that he thought the memo was very good and asked how future water capacity can be expanded and how commercial taps are considered. Mr. Wiley stated that more water could be developed or purchased but funds will be needed. Mr. Wiley also stated that the City does not track commercial taps but typically commercial development uses less water than a residential development.

   Chairman DeVaux asked, and Mr. Wiley responded that the City currently has 500 taps left in single family tap with currently developed water.

Chairman DeVaux opened the public comment portion of the meeting.

City Planner Pellegrino stated that she received an email from Mr. Bush (owner of the 4 lots to the east – aka Fred's Towing) suggesting that commercial may be a better use and asking about the access easement abutting his lot.

Planning Director Riley allowed 'KC' to speak on Zoom and mentioned that 'KC' inquired in the Zoom chat about fencing, lighting and building height. Mr. Joe Kent clarified that currently it is just a conceptual design but that fencing improvements will be proposed adjacent to Fred's Towing as will on-site lighting and building heights. All details will be worked out with neighbors and will be specified in more detail with further applications.

Chairman DeVaux asked about drainage, on-site parking and fire review. Mr. Kent stated drainage will be addressed and managed on-site and will be designed by an engineer in compliance with City regulations, as will parking and fire considerations.

Mr. Nakai (Woodland Park) asked if density could be varied to which the City Planner responded that the density as established in the MFS zone cannot be changed or varied by the Board of Adjustment or staff.

Mr. Kent stated that there will be no negative impact to property values from this type of development.

Mr. Hartsfield asked about conditions to the rezoning and the Planning Director stated that conditions cannot be added to a rezoning request.

Seeing no one else in Council Chambers wishing to speak, and none on Zoom, Chairman DeVaux closed the public comment portion of the meeting.

MOTION: Vice-Chairman Hartsfield moved, and Commissioner Larsen seconded, to recommend that City Council approve ZON2021-05 The Grove at Spruce Haven rezoning request by HopTree Development, LLC (Joe Kent & Erin Obering, Applicant) and Diane K. Dunlap Kremer Trust (Bradley Philson, Property Owner) to rezone from Community Commercial (CC) to Multi-Family Residential Suburban (MFS) approximately 1.71 acres (portion of the W2 of the NW4 of Section 24-T12S-R69 (AKA portion Kowitz tracts) (920 Spruce Haven Drive) based on findings of conformance to the Zoning regulations and the Comprehensive Plan as described in the staff report and as presented in public hearing.

Motion passed.

YES: Bunge, DeVaux, Brown, Good, Larsen, Hartsfield, Carrick **NO:** None

B. Pines at Tamarac PUD and Preliminary Plat Extension: A request by Dave Garretson (Applicant & Property Owner) for a 2-year extension of the approved Pines at Tamarac Planned Unit Development (PUD) Master Plan and a one (1) year extension of the approved Pines at Tamarac Preliminary Plat for residential development on 20.61 acres on Lot 2, Block 1, Dayspring Christian Fellowship (205 Sourdough Road) in the Pines at Tamarac PUD zone district. *(City Council Public Hearing 7 p.m. - May 6, 2021)* (QJ)

City Planner Pellegrino prosented the staff report, going over the extension request as submitted. She recommended that the Planning Commission recommend that City Council approve the request based on findings of conformance to the zoning and subdivision regulations as described in the staff report and as presented at public hearing. She mentioned that the applicant was not present in-person or on Zoom tonight.

Chairman DeVaux asked what happens if the preliminary plat expires before the master plan expires and if the applicant could increase the density. City Planner Pellegrino stated that a request for a new preliminary plat may be submitted at any time or after this one expires and an increase in density would only be permitted with a master plan amendment.

Chairman DeVaux opened the public comment portion of the meeting and seeing no one else in Council Chambers or on Zoom wishing to speak, closed the public comment portion of the meeting.

MOTION: Commissioner Brown moved, and Commissioner Bunge seconded, to recommend that City Council approve the request by Dave Garretson (Applicant & Property Owner) for a 2-year extension of the approved Pines at Tamarac Planned Unit Development (PUD) Master Plan to July 18, 2023 and a one (1) year extension of the approved Pines at Tamarac Preliminary Plat to July 18, 2022 for residential development on 20.61 acres on Lot 2, Block 1, Dayspring Christian Fellowship (205 Sourdough Road) in the Pines at Tamarac PUD zone district based on findings of conformance to the Zoning and Subdivision regulations as described in the staff report and as presented in public hearing.

Motion passed.

YES: Bunge, DeVaux, Brown, Good, Larsen, Hartsfield, Carrick **NO:** None

4. **REPORTS**

   A. Envision Woodland Park 2030: Planning Director Riley provided a brief overview on the Town Hall on April 14 which was attended by 60 people. The Town Hall meeting and survey polls are posted on the website. Eight subcommittees (60 people) are reviewing the goals, objectives and actions of the current plan. Logan Simpson is reaching out to the Civics Class at the high school and has conducted 20 1-on-1 stakeholder interviews. Interviews are ongoing as are the website questionnaires covering various topics. She reminded everyone that the next subcommittee meeting is April 26 and that the audits should be completed prior to then. Planning Commissioners were encouraged to Zoom into the City Council work session scheduled for 6p-7p Wednesday April 28 regarding the 180-day occupancy limit for RV Parks and Campgrounds.

   B. Staff stated that no items are scheduled for the May 13 meeting.

5. **ADJOURN:** The meeting adjourned at 8:44 pm.

Approved this 27 day of May, 2021 by _____
Jon DeVaux, Chairman