



TOWN OF KEENESBURG
PLANNING COMMISSION MEETING MINUTES
THURSDAY, FEBRUARY 6, 2020, 6:00 P.M.
KEENESBURG MEETING HALL
140 S. MAIN ST., KEENESBURG, CO

Call to order

The Planning Commission of the Town of Keenesburg met in a regular session, Thursday, February 6, 2020 at Keenesburg Town Hall, located at 140 South Main Street, Keenesburg Colorado 80643. Chair Howell called the meeting to order at 6:00 p.m.

Pledge of allegiance

Roll Call

Members Present: Chair John Howell; Commissioners Greening, Wafel, Gfeller and Finkenbinder.

Member Sworn in: Chane Finkenbinder

Others Present: Town Manager, Debra Chumley; Town Planner, Todd Hodges; Jennifer Shagin of Todd Hodges Design; Town Attorney, Kathleen Kelly; and Planning Staff, Teri Smith.

Public Comments

None

Swear in New Commissioner

Teri swears in new Planning Commissioner, Chane Finkenbinder.

New Business

a. Public Hearing: Kleve Minor Subdivision

Chair Howell opened the public hearing at 6:03 p.m. and read from the script and gives instructions and procedures regarding the public hearing. Chair asks for notice of publication; Debra provided notification dates; publication on January 18, 2020; Mailing, January 23, 2020; and Sign posting, January 27, 2020. Chair Howell asks from the Planning Commission if any disclosures. None.

Chair asks for the applicant to approach and present the application. Applicant, Ryan Kleve, Kleve Minor Subdivision is not present. Chair Howell asks Town Planner to present Staff Report. Todd Hodges presents that the minor subdivision is to combine the lots into one lot and the application is being reviewed

concurrently through the site plan review process through staff. This is to accommodate the new proposed convenience store at the site with conditions of approval. Todd also states the Resolution addresses anything from Staff as well as referral comments. Commissioner Gfeller asks why applicant is not present with Todd and Debra answering not sure but this is simple and that could be the reason. Todd states he will reach out to let applicant know of next hearing at Board of Trustees meeting and to advise them it would be best for them to be present for the project. Discussion on median strips, width of Market Street, traffic impact letter from CDOT, square footage of building and proposed dog park. Chair Howell opens the Public Comment portion of the Public Hearing; hearing none. Chair Howell closes the Public Comment portion of the Public Hearing, Chair reads from the script and asks for objections to the inclusion of items presented; no objections. Chair asks for questions, none. Chair closes the public hearing at 6:13 p.m.

b. RESOLUTION NO. PC2020-01 A RESOLUTION RECOMMENDING APPROVAL OF THE PLAT FOR THE MARKET STREET SUBDIVISION

Commissioner Gfeller makes a motion to approve Resolution PC2020-01 A Resolution recommending approval of the Plat for the Market Street Subdivision with a second by Commissioner Wafel. Motion carried 5-0; Chair Howell, Commissioners Greening, Wafel, Gfeller and Finkenbinder voting yes.

Old Business

c. Review Final Draft Design Standards

Jennifer from Todd Hodges Design states she has reviewed the Design Standards and sent them to the Town Attorney who had a number of comments regarding definitions such as to make sure that the same terminology is used throughout the Design Standards. Debra has questions on some Definitions that are not allowed per Town Code and does not pertain to the Design Standards. Jennifer will remove necessary definitions. Landscape Standards mostly needed clean up and added clarity, will remove “when possible” and changed to “unless otherwise approved by the town”. Discussions on who will maintain the pocket park and Parks & Trails, the Developer, HOA, Metro District or Town. Kathleen states she believes it should state again “unless otherwise approved by the town, trails are to be maintained by the HOA or the Metro District or the Developer that way the Town is in control of that decision. She will send language to that effect. Jennifer adds to the prohibited plant list on page 6,29.a. “by the U.S or State of Colorado”. Further discussion on planting trees on Tree Lined Streets, will change wording to add depending on type of tree, it cannot be planted if interference for any public infrastructure. Commissioner Greening asks about Ownership and Maintenance of Open Parks and Open Space and who will maintain it. Jennifer will change it to reflect that it will be the HOA, Metro District or Developer who will maintain it unless approved by the Town. Lighting and Parking Lots, will change the title to Lighting Standards. Lots and

Blocks, Jennifer will remove Accessory Dwelling Units and change Residential building instead of residential houses. Discussion on color of the houses that are next to each other that are similar in color and how to dictate the color of homes when built and for future. Discussion on garages in relation to garage bays, plane staggering, conjoining garages and rear access garages. Kathleen suggests a Statement of Intent in interpreting what the design intends to be. Jennifer will remove the word “bays” and also put in the Statement of Intent. All agree. Discussion on changing verbiage from Auxiliary Structures for detached garages to be changed to Accessory structure to be in line with the Municipal Code. Further discussion on carports with regards to zoning code change, permitted in R-1 and R-2 zoning districts, attached to existing structure. Jennifer reviews Parking Lot Requirements and changes made were just cleaning up language. Kent Bruxvoort not present to comment on Street Standards. Debra asks if after these final changes, would the Planning Commission like to move forward and pass onto the Board of Trustees and after Board of OT has reviewed will set for Public Hearings to change the code to the Design Standards. All agree. Discussion for the cover of the Design Standard.

Board Comments / Reports

Commissioner Wafel would like to discuss Chapter 16, Home Occupations with regards to Firearm Sales and maybe propose to allow Firearm Sales as a Home Occupation. Discussion on the Municipal Code whereas a person may not be allowed to buy & sell firearms and transfers. Further discussion on the impact of gun retail in residential. This will be put on Agenda for a future meeting after research of Home Occupation Ordinance by Kathleen Kelly.

Adjournment

Motion was made by Commissioner Wafel to adjourn the meeting, with a second by Commissioner Gfeller. Motion carried 5-0; Chair Howell, Commissioners Wafel Gfeller, Greening and Finkenbinder voting yes. The meeting adjourned at 7:33 p.m.

ATTEST:

John Howell
Chairperson

Teri Smith
Planning Staff

