



TOWN OF KEENESBURG
PLANNING COMMISSION MEETING
THURSDAY, OCTOBER 1, 2020, 6:00 P.M.
KEENESBURG TOWN MEETING HALL
140 SOUTH MAIN STREET, KEENESBURG, CO 80643

Please join Planning Commission meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/683411325>

Link also available at: townofkeenesburg.com, Meeting Agendas
(Toll Free): 1 866 899 4679 - Access Code: 683-411-325#

1. Call to order
2. Pledge of allegiance
3. Roll Call
4. Public Comments
5. Approval of Minutes for September 3, 2020
6. New Business
 - a. RESOLUTION PC2020-12 A RESOLUTION RECOMMENDING APPROVAL OF AN AMENDMENT TO THE LOT DIVERSITY REQUIREMENTS IN THE TOWN OF KEENESBURG DESIGN STANDARDS
7. Old Business
8. Board Comments / Reports
9. Adjournment



TOWN OF KEENESBURG
PLANNING COMMISSION MEETING MINUTES
THURSDAY, SEPTEMBER 3, 2020, 6:00 P.M.
HELD AT TOWN HALL AT
140 S. MAIN ST., KEENESBURG, CO 80643
AND
HELD ELECTRONICALLY at
<https://global.gotomeeting.com/join/508455013>

Call to order

The Planning Commission of the Town of Keenesburg met in a regular session, Thursday, September 3, 2020, and electronically at <https://global.gotomeeting.com>. Chair Howell called the meeting to order at 6:00 p.m.

Pledge of allegiance

Roll Call

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

Members Excused: Commissioner Finkenbinder

Others Present: Town Planner, Todd Hodges; Town Attorney, Kathleen Kelly; Town Engineer, Kent Bruxvoort; Mark Gray, Public Works Director and Planning Staff, Teri Smith.

Public Comments

None

Approval of Minutes for August 6, 2020

Commissioner Wafel makes a motion to approve minutes for August 6, 2020 with a second by Commissioner Gfeller. Motion carried 4-0; roll call: Chair Howell, Commissioners Wafel, Gfeller and Greening, voting yes.

New Business

- a. **PUBLIC HEARING: To Consider a preliminary and final plat for the RK Subdivision consisting of 15.06 acres divided into 7 lots.**

Chair Howell opens the Public Hearing at 6:02 and reads from the script, gives instructions and procedures regarding the public hearing. Chair Howell asks if any objections, none. Chair Howell asks for notification. Todd Hodges of Todd Hodges Design on behalf of Debra Chumley provided notification dates;

publication on 8-19-2020, mailing date on 8-20-2020 and posting date on 8-21-2020. Chair Howell asks from the Planning Commission if there are any disclosures; none. Chair asks for the applicant's representative to approach, state their name and is sworn in. Chad Cox with Western Engineering at 127 S. Denver Ave, Ft. Lupton, CO presents that this is for the RK subdivision and the property is for 7 industrial lots located off of County Road 398 about ¼ mile northeast of Wild Country RV park. Discussion on the subdivision that will include a public road that will have a cul-de-sac with lot sizes varying, will be paved, water lines, using town water but not sewer (on site septic), lighting plan, screening on west and east property lines for buffering, for storm water there is a series for 4 detention ponds. Discussion on size of water main. Chad states it will be 8" per town standards. Chair asks for the staff report. Todd Hodges presents that this is the preliminary and final plat for a subdivision process, came before planning commission in a sketch plan, went out for referrals which are in the packet. Any future development of these lots independently would require a site plan and other appropriate land use process. Commissioner Gfeller asks about the red lines and have they been addressed? Discussion on that these are Kent Bruxvoort's comments are in the drainage report. Kent states that the applicant has just received the engineering comments and have not had time to address them as of today. Chair Howell opens the public comment portion of the hearing at 6:12 pm and asks if anyone would like to speak; hearing none. Chair Howell closes public comment portion of hearing. Chair reads from the script regarding the documents in the packet and inclusions and asks if there any objections; hearing none. Chair asks for any questions from Planning Commission; hearing none. Chair Howell closes the public hearing at 6:14 pm.

b. RESOLUTION PC2020-08 A RESOLUTION RECOMMENDING APPROVAL OF A PRELIMINARY AND FINAL PLAT FOR THE RK SUBDIVISION.

Commission Gfeller makes a motion to approve Resolution PC2020-08 with a second by Commissioner Greening. Motion carried 4-0; Chair Howell, Commissioners Greening, Wafel and Gfeller, voting yes.

c. PUBLIC HEARING: To Consider a request for initial zoning of property proposed to be annexed known as the Kaufman Annexation No. 4 and Sketch Plan for CMK-SW Industrial Park.

Chair Howell opens the Public Hearing at 6:15 and reads from the script, gives instructions and procedures regarding the public hearing. Chair Howell asks if any objections, none. Chair Howell asks for notification. Todd Hodges of Todd Hodges Design on behalf of Debra Chumley provided notification dates; publication on 8-12-2020, mailing date on 8-17-2020 and posting date on 8-24-2020. Chair Howell asks from the Planning Commission if there are any disclosures; none. Chair asks for the applicant's representative to approach, state their name and is sworn in. Chad Cox with Western Engineering Consulting at

127 S. Denver Ave, Ft. Lupton, CO presents that the property is on County Road 398 on north side just east of county road 63 and 398 intersection, is proposed to be developed into 4 light industrial lots, same concept as RK with regards to the public road, lighting system, each lot will have their own septic system and one storm detention pond. Chair asks for the Staff Report. Todd Hodges, presents that this is an annexation for a proposed for 4 lots, zoned light industrial, reviewed by referral with comments attached. The comments dealing with the roadway will need to be addressed. Todd states there is typo in the Resolution and will need to be addressed. Chair Howell opens the public comment portion of the hearing at 6:20 pm and asks if anyone would like to speak; hearing none. Chair Howell closes public comment portion of hearing. Chair reads from the script regarding the documents in the packet and inclusions and asks if there are any objections; hearing none. Chair asks for any questions from Planning Commission. Discussion on size of water main and fire department approval. Chair Howell closes the Public Hearing at 6:24 p.m.

**d. RESOLUTION PC 2020-11 A RESOLUTION
RECOMMENDING APPROVAL OF AN INITIAL ZONING
AND SITE PLAN REQUEST FOR PROPERTY TO BE
ANNEXED TO THE TOWN AND KNOWN AS THE KAUFMAN
ANNEXATION NO. 4 TO THE TOWN OF KEENESBURG**

Commissioner Gfeller makes a motion to approve Resolution PC2020-11 with a second by Commissioner Greening. Motion carried 4-0; Chair Howell, Commissioners Greening, Wafel and Gfeller, voting yes.

**e. PUBLIC HEARING: To consider a request for A Use by
Special Review to authorize a vehicle towing and recovery
business with an operator's residence**

Chair Howell opens the Public Hearing at 6:27 p.m. and reads from the script, gives instructions and procedures regarding the public hearing. Chair Howell asks if any objections, none. Chair Howell asks for notification. Todd Hodges of Todd Hodges Design on behalf of Debra Chumley provided notification dates; publication on 8-19-2020, mailing date on 8-18-2020 and posting date on 8-21-2020. Chair Howell asks from the Planning Commission if there are any disclosures; none. Chair asks for the applicant's representative to approach, state their name and is sworn in. Steven Stencil, 1301 N. Cleveland, Loveland, CO presents that this application is for a USR, the site is located at County Road 18 and County Rd. 51, is 3.65 acres, currently zoned as Light Industrial, site contains two buildings, one residential and one outbuilding. Property owner's Grandson lives on the property and is currently operating a vehicle towing and recovery business. The use of the residential structure is intended to stay the same with this USR. In addition, Steven states that the outbuilding is intended

for storage of impounded or wrecked vehicles, proposing screened outdoor storage, a 5,000 sq. ft. building to be constructed for purpose of office space and tow truck parking but no anticipated date of construction. The office will be a small converted camping trailer. Discussion on number of employees, hours of operation and number of customers and access. Steven also states the applicant has no objections to the recommendations and the red lines from Kent Bruxvoort and that they will be addressed. Chair asks for the staff report. Todd Hodges states that Steven has basically covered it all, property annexed in April 2020, zoned light industrial, and they have accepted the conditions of approval. Discussion on what happens if a customer does not pick up the car. Carl Miller aka Chris Miller, 8053 County Rd. 51 is sworn in and states they do not salvage on site, they take them to junk yards in Denver or Greeley. Chair asks for any more questions; none. Chair Howell opens the public comment portion of the hearing at 6:38 p.m. and asks if any would like to speak. Ellen Swieter, 25027 County Rd. 18 is sworn in. She asks how tall is the fence and what type of screening? Carl explains that it is 8' posts, 6' chain link with mesh screen roll and vehicles will be stored within that fence. Chair Howell closes the public comment portion of the hearing. Chair reads from the script regarding the documents in the packet and inclusions and asks if there are any objections; hearing none. Chair asks for any questions from planning commission. Chair Howell closes the Public Hearing at 6:45 p.m.

f. RESOLUTION PC2020-10 A RESOLUTION RECOMMENDING APPROVAL OF A USE BY SPECIAL REVIEW PERMIT FOR A RESIDENTIAL STRUCTURE TO BE USED IN CONNECTION WITH A VEHICLE TOWING AND RECOVERY BUSINESS IN THE LIGHT INDUSTRIAL (LI) ZONE DISTRICT

Commissioner Gfeller makes a motion to approve Resolution PC2020-10 with a second by Commissioner Wafel. Motion carried 4-0; Chair Howell, Commissioners Greening, Wafel and Gfeller, voting yes.

Old Business

None

Board Comments / Reports

None

Adjournment

Motion was made by Commissioner Gfeller to adjourn the meeting at 6:48 p.m., with a second by Commissioner Greening. Motion carried 4-0; roll call; Chair Howell, Commissioners Greening, Wafel and Gfeller, voting yes.

ATTEST:

John Howell
Chairperson

Teri Smith
Planning Staff

a.

RESOLUTION NO. PC2020-12

A RESOLUTION RECOMMENDING APPROVAL OF AN AMENDMENT TO THE LOT DIVERSITY REQUIREMENTS IN THE TOWN OF KEENESBURG DESIGN STANDARDS

WHEREAS, by Resolution No. 2020-44 adopted on August 17, 2020, the Board of Trustees of the Town of Keenesburg adopted the Town of Keenesburg Design Standards; and

WHEREAS, an amendment to the Lot Diversity requirement has been proposed, to increase the size of projects that must provide two (2) or three (3) lot diversity types; and

WHEREAS, the Planning Commission finds that the proposed amendment to the Design Standards should be adopted as set forth in this this Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF
THE TOWN OF KEENESBURG, COLORADO:**

Section 1. The Planning Commission hereby recommends the Board of Trustees adopt the following amendment to Section VII.9.1.a.a of the Town of Keenesburg Design Standards (words to be deleted ~~stricken~~; words to be added underlined):

VII. Lots and blocks

9. Lot diversity

1. Mix of Housing. A mix of permitted housing types and residential use types shall be included in any individual development plan, to the maximum extent reasonably feasible. In order to promote such variety, the following minimum standards shall be met:

- a. Single Family Housing, R1:

- a. A minimum of two (2) lot diversity types, shall be required on any project development plan containing ~~ten~~ thirty (~~40~~ 30) acres or more, including such plans that are part of a phased overall development; a minimum of three (3) lot diversity types, shall be required on any project development plan containing ~~thirty~~ fifty (~~30~~ 50) acres or more; ~~and a minimum of five (5) lot diversity types, shall be required on any project development plan containing (50) acres or more.~~

.INTRODUCED, READ, and ADOPTED this 1st day of October, 2020.

PLANNING COMMISSION
TOWN OF KEENESBURG, COLORADO

John Howell, Chairperson

ATTEST:

Teri Smith, Secretary