



Planning Commission Meeting Minutes - Final

Chair Laurie Van Court
Vice Chair Sarah Humbargar
Charles Fletcher
Dan Ahrens
Chris Cote
Chris Teem
Jeremy Begley

Thursday, August 13, 2020

6:00 PM

Virtual Commission Meeting

Online: <https://crgov.webex.com/crgov>

Phone-in: 720-650-7664

Meeting Number: 146 932 6591

Meeting Password: August13PC

This meeting is open to the public and will be held in a fully virtual format in accordance with Town Council Meeting Special Procedures During Declared Disasters.

To join the meeting online, visit: <http://crgov.webex.com>

To join the meeting by phone, call: 720 650 7664

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**** ALL TIMES ARE APPROXIMATE ****

In lieu of appearing in person for public comment, please sign up to speak by sending an email to the Town Planning Manager, Kevin Wrede (kwrede@crgov.com) no later than 1 P.M. on the day of the hearing, to be added to the list of speakers. Public comments may also be submitted in writing via email to the Town Planning Manager, to be included in the public record.

CALL TO ORDER / ROLL CALL

Chair Laurie Van Court called the meeting to order at 6:01 p.m.

This meeting is being held as a "Connected Meeting" in accordance with the Special Procedures During Declared Disasters.

Present 6 - Chris Teem, Laurie Van Court, Charles Fletcher, Dan Ahrens, Chris Cote, and Jeremy Begley

Not Present 1 - Sarah Humbargar

Attendance 6 - Elizabeth Allen, Kevin Wrede, Donna Ferguson, Sandy Vossler, Julie Parker, and Caryn Johnson

CERTIFICATION OF MEETING

Mr. Wrede confirmed that the meeting and agenda had been noticed in accordance with the requirements of the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2020-015](#) Minutes: July 9, 2020 Planning Commission Meeting Minutes

Attachments: [PC07-09-2020Minutes-DRAFT](#)

**Moved by Cote, seconded by Teem to approve the Minutes from the July 9, 2020 Planning Commission as presented.
The motion passed with a vote of 6 to 0.**

PUBLIC HEARING ITEMS

ROLL CALL - Vice Chair Humbargar joined the meeting.

Present 7 - Chris Teem, Laurie Van Court, Charles Fletcher, Dan Ahrens, Chris Cote, Sarah Humbargar, and Jeremy Begley

[PC 2020-016](#) Medical Offices at Founders Marketplace Site Development Plan

Attachments: [Staff Memorandum](#)

[Attachment A: Site Development Plan](#)

[Attachment B: TIS Compliance Letter](#)

[Public Record Document: Applicant Presentation - Medical Offices](#)

[Public Record Document: Town Presentation - PC Medical Offices at Founders Marketplace x](#)

Cote stated he serves on the board for the Terrain, an adjacent subdivision, but that there should not be a conflict of interest.

Staff member Donna Ferguson presented the site development plan for the medical office building at Founders Marketplace. Staff found the site development plan met all 5 review criteria and recommends approval for recommendation to Town Council.

Applicant: Charlie Meyer and Kevin Scott with Davis Partnership Architects as well as Colin Carr, project owner, presented.

Public Comment: none

Moved by Teem, seconded by Fletcher to recommend Town Council to approve the site development plan for Medical Offices at Founders Marketplace Site Development Plan with the condition that Town Council approves the zoning provision.

The motion passed with a vote of 6 to 0 with one abstain.

Yes: 6 - Teem, Van Court, Fletcher, Ahrens, Cote, and Begley

Abstain: 1 - Humbargar

[PC 2020-017](#) Proposed Use by Special Review to Allow the Operation of a Large In-home Daycare at 2893 Deerfoot Way

Attachments: [Staff Memorandum](#)

[Attachment A: Vicinity Map](#)

[Attachment B: Use by Special Review - Site Development Plan](#)

[Public Record Document: Staff Presentation - Ms. Amy's](#)

[Public Record Document: Applicant Presentation - Ms Amy's](#)

Staff member Sandy Vossler presented the proposal for the Large In-home Daycare at 2893 Deerfoot Way and staff recommends approval as the use by special review application meets the objectives and requirements of the Town’s guiding documents, provisions set by the Meadows PD and municipal code criteria.

Applicant: Amy and Taylor Lewison presented.

Public Comment: none

Moved by Fletcher, seconded by Teem to Approve for recommendation to Town Council the proposal for use by special review to allow the operation of a large in-home daycare known at Miss Amy’s Tot Academy owned and operated by Amy and Taylor Lewison located at 2893 Deer Foot Way. The motion passed with a vote of 6 to 1.

Yes: 6 - Teem, Fletcher, Ahrens, Cote, Humbargar, and Begley

No: 1 - Van Court

TOWN COUNCIL LIAISON UPDATE

None.

DESIGN REVIEW BOARD UPDATE

Design Review Board representative, Commissioner Begley updated the Commission that there was an unanimous vote to approve the 407 Jerry Street Chapel rebuild at the July 22nd meeting.

ROLL CALL - Commissioner Fletcher left the meeting.

Present 6 - Chris Teem, Laurie Van Court, Dan Ahrens, Chris Cote, Sarah Humbargar, and Jeremy Begley

Not Present 1 - Charles Fletcher

COMMISSION ITEMS

Check for quorum for upcoming meetings

- Aug. 27, 2020**
- Sept. 10, 2020**
- Sept. 24, 2020**

Aug. 27, 2020 No conflicts for the Commission members, currently no public hearing items

Sept. 10, 2020 No conflicts

Sept. 24, 2020 No conflicts

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Town Staff Mr. Wrede informed the Commission that the Gateway Mesa Annexation approved by the Commission will have its second reading at Town Council on August 18. Sr. Assistant Town Attorney, Elizabeth Allen, reminded the Commission of the upcoming Board & Commission virtual legal training scheduled for August 25.

ADJOURN

The meeting was adjourned at 7:34 p.m.

**Moved by Chair Van Court, seconded by Teem to adjourn the meeting.
The motion passed with a vote of 6 to 0.**

Yes: 6 - Teem, Van Court, Ahrens, Cote, Humbargar, and Begley

Not Present: 1 - Fletcher