# PLANNING COMMISSION MINUTES

# August 6, 2020

A scheduled meeting of the Planning Commission was held on August 6, 2020 at 7:00 p.m. in the Gary Carsten Board Chambers located at 224 First Street.

**Item 1** – **Roll Call.** Those members present: Commissioners Jeff Payne, Aaron Price and Glenn Babcock. Those members absent: Commissioners Karla Winter and John Isbell. Also present: Administrator Jeff Schreier.

**Item 2 – Review of the April 2nd Meeting Minutes.** Commissioner Price moved to adopt the minutes as written, seconded by Commissioner Babcock. Motion carried 2-0.

**Item 3 –Circle K Stores, Inc. Final Development Plan and Final Development Plat.**  The following people were present: Planning Director Vince Harris and Andrew Baker, with Baseline, and Cory Stinar, Circle K Store Applicant and Scott Renfroe, Managing Member of Brunner-Renfroe Real Estate, LLC. Baker presented a background and request to the board. The Town of Eaton requires a two-step process for the review of PUDs, the second being the Final Development Plan. The proposed development is taking place on two adjacent lots, so the Final Plat simply removes the dividing lot line, creating one lot so the development is not built over two separate lots. Minimum standards for landscaping and impervious area have been met per the Town of Eaton Municipal Code PUD section. The Maplewood Estates PUD includes Commercial Development Guidelines which this application has met. It was requested by staff that the applicant follow the Highway Commercial standards for setback requirements and allowed uses as these standards are not included on the PUD. This project will bring increased traffic, request was made for the applicant do a traffic impact study to assist with determining an appropriate cost contribution to the traffic signal needed in the future. The impact study shows that the impacts of this project will create the need for a future traffic signal at Hwy 85/Colorado Parkway intersection. Subsequent to staff reviewing the traffic study, the applicant was willing to negotiate sharing the cost of this new traffic signal and increased maintenance for CO Parkway and S Elm Road through a Development Agreement, which is in process and will be added to the agenda for the Board of Trustees meeting on August 20, 2020. Baseline staff recommended the approval of the proposed Circle K Final Development Plan and Final Plat and offered the following motion to the Planning Commission:

MOTION TO RECOMMEND APPROVAL OF A FINAL PLAT AND FINAL DEVELOPMENT PLAN FOR POPERTY AT 425 S ELM ROAD FOR THE PROPOSED CIRCLE K CONVENIENCE STORE AND GAS STATION WITH THE FOLLOWING CONDITIONS:

1. Prior to the Board of Trustees review of this case on August 20, 2020 the applicant shall provide a revised Final Development Plan and all related engineering documents to staff for review which address all remaining staff (engineering and planning departments) review comments.
2. Prior to plat recordation, the applicant must enter into a Development Agreement with the Town.
3. All proposed improvements shall conform to the proposed Final Development Plan; and
4. All applicable building and electrical permits must be obtained prior to beginning construction.

Following the board’s discussion, Commissioner Price moved to approve the Circle K Final Development Plan and Final Plat with the conditions listed above, seconded by Commissioner Babcock. Motion carried 2-0.

**Item 4 - Adjourn.** As there was no further business, the meeting was adjourned at 7:22 p.m.

Margaret Jane Winter, Town Clerk