



**TOWN PLANNING COMMISSION
BOARD MEETING
224 First Street, Eaton, CO
Thursday, October 5, 2023, 7:00 P.M.**

MINUTES

CALL TO ORDER

Chairperson Winter called the meeting to order at 7:00 p.m.

ROLL CALL

COMMISSIONERS PRESENT Karla Winter, Chairperson Jason Radke Bond Baiamonte
COMMISSIONERS ABSENT Brad James Glenn Babcock
STAFF PRESENT: Greg Brinck, Assistant Town Administrator, Lauren Richardson, Baseline Planner Associate and
Vince Harris, Baseline Planning Director

CONSENT AGENDA

1. Minutes – July 6, 2023, PC Regular Meeting

Commissioner Baiamonte moved to approve the Minutes as written.
Commissioner Radke seconded, and the motion passed 3-0.

PUBLIC HEARING (See exhibit A)

2. Eaton Plaza Schematic Plan PUD

Vince Harris, Baseline Planning Director stated that the applicant and owner is the Weld County School District RE-2 which is being discussed in the Eaton Plaza Schematic Plan PUD. The property is zoned as a R-2 Lower Density Residential District intended for single-family detached residential units and two-family (duplex) residences with a maximum gross density of six (6) units per acre. Recently, the Town Board directed planning, to include the vacant land site in the Mainstreet Revitalization Plan. This Schematic Plan PUD is to change the zoning to a mixed-use development of residential and commercial. There would be commercials on the ground level and condos/townhomes or apartments on the upper floors. A PUD is considered a contract zoning development, putting forth written expectations for the property standards, uses, setbacks and development requirements. At a later phase, once the property is sold and the developer has created a Final Development Plan, the plan will be presented at public hearings for the Planning Commission Board (PCB) and Board of Trustees (BOT) for review. This overall process, ultimately, if PCB recommends this change to the BOT, and if the BOT approves the change, the zoning map for this property would change from R-2 to PUD.

Lauren Richardson, Baseline Planning Associate, presented a slide show of the property and surrounding properties with details of the zoning and land uses. The purpose and intent is to change the zoning from R-2 to multi-mixed residential and commercial to reflect the vision of the Eaton Comprehensive Plan, Downtown Revitalization Plan as amended, along with standards for future developers. Staff recommends approval of the proposed Schematic PUD Plan.

Chairperson Winter opened the public hearing and public comment at 7:10 p.m.

Will Sander's comment was about high density in a small area for multi-family units and traffic study and underground parking and senior housing is needed close to amenities.

Lori Sander's comment was about public review of architectural plan and open bid process for whole development.

Eric Holt's comment was about the parking situation.

Melissa Jacobson's comment was about demographic being appeased and diagonal vs parallel parking.

Verniece Thomas's comment was about the traffic study affecting the Fire Station, the need for a stoplight on Cheyenne Ave and why now a PUD, why not after a developer is interested and is water provided.

Lauren spoke to the public about the comments; first phase of PUD to have guidance for any future developer; multi-units are limited.

Vince spoke to the public comments: until there is a developer ready to put together all the plans including parking, architecture and engineering, it is difficult to know what size or how many units; parking will depend on the type of uses that are developed; there is a ratio of parking for the number of units; demographics will be up to the developer; in terms of access onto Collins St., there would not be any access except for the intersections of Maple and Cheyenne; the developer will have to provide a traffic study; there will be architecture review to be sure standards are met; it is typical to rezone an area before any purchaser/developer has inquired about the property; street parking is public parking and not a part of the ratio for the units; cost for underground parking would be 30 times more expensive; developer has to bring the water shares.

2. Eaton Plaza Schematic Plan PUD Continued

Chairperson Winter requested that Lauren read through the written restrictions for all planning uses for each section beginning with the statement of intent. Lauren read the restrictions.

Chairperson Winter closed the public hearing and public comment at 8:08 p.m.

Commissioner Radke moved to approve the recommendation to the Town Board the Schematic Plan of the Eaton Plaza PUD with a condition for required usage of garage units to be used as garage units, and not as storage.

Commissioner Baiamonte seconded, and the motion passed 3-0.

NEW BUSINESS

3. Parks Master Plan Discussion

Greg Brinck, Assistant Town Administrator thanked the community for attending the PC Board meeting and sharing their concerns about the PUD rezone and when this moves forward, there will be the same public notices given, and the opportunity for the community to share their opinions.

Greg stated that the Town has kicked off the Parks Master Plan for the parks process and has contracted with Baseline for planning. The groundwork has been done by staff and is now moving into the community input phase. There will be an open house next Tuesday, October 10th from 4:00 to 7:30 p.m. to drop in and give your input but if you cannot attend, there will also be flyers in with your utility billing that has a QR code to complete the survey and submit. The PC Board is invited to attend.

Vince with Baseline stated that there has already been 65 people that have completed the survey before this meeting.

ADJOURN

Chairperson Winter moved to adjourn at 8:22 p.m.

Margaret Jane Winter, Town Clerk