



PLANNING COMMISSION REGULAR BOARD MEETING AGENDA

Thursday, July 7, 2022, at 7:00 P.M.
To be held at the Carsten Board Room at 224 First Street

CALL TO ORDER

ROLL CALL

AGENDA APPROVAL / AMEMDMENTS

Motion to approve agenda as is or approve agenda with amendment(s).

CONSENT AGENDA

The Consent Agenda is a group of routine matters to be acted on with a single motion and vote. Council or staff may request an item be removed from the Consent Agenda and placed under Business for discussion.

1. Minutes – March 3, 2022, Regular Board Meeting

PUBLIC COMMENT*

Members of the audience are invited to speak at the Planning Commissioner's Board Meeting. Public Comment is reserved for citizen comments on items not contained on the printed agenda. Citizen comments are limited to three (3) minutes per speaker. When several people wish to speak on the same position on a given item, they are requested to select a spokesperson to state that position.

PUBLIC HEARING

BUSINESS

STUDY SESSION

1. Overview of DRAFT Eaton Zoning & Subdivision Code (Redline and Clean handouts attached)
 - a. Focus on first 69 pages of CLEAN version sent with this agenda
 - b. Broad discussion on all pages after page 69 (these pages still need some updating)

ADJOURN

** If you have public comment but are not comfortable attending in person due to COVID-19, please send the comments to wesley@eatonco.org by noon on the day of the meeting, and the comment will be read into the record or otherwise shared with the Board during the meeting.*

AMERICANS WITH DISABILITIES ACT NOTICE

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (970) 454 - 3338 within 48 hours prior to the meeting in order to request such assistance.



**TOWN PLANNING COMMISSION
BOARD MEETING
224 First Street, Eaton, CO
Thursday, March 3, 2022, 7:00 P.M.**

MINUTES

I. CALL TO ORDER

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

II. ROLL CALL

PRESENT

Chairperson Karla Winter

Commissioner Aaron Price

Commissioner Bond Baiamonte

Commissioner Glenn Babcock

Commissioner Kevin Ross

Staff present: Interim Town Administrator Wesley LaVanchy, Town Attorney Avi Rocklin, Assistant Administrator Greg Brinck, Baseline Planners Vince Harris, and Lauren Richardson.

III. AGENDA APPROVAL/AMENDMENTS – None

IV. SPECIAL PRESENTATIONS – None

V. CONSENT AGENDA

Commissioner Price moved to approve the Consent Agenda, with one listed item, motion carried 4-0.

1. Minutes – February 3, 2022

VI. PUBLIC COMMENT – None

VII. PUBLIC HEARING (See exhibit A)

1. Xcel Energy Transmission Line – Special Review Use Permit for The Public Service Company (PSCo) of Colorado/Xcel Energy Northern Colorado Area Plan (NCAP): Ault to Cloverly Proposed Transmission Line Route. Chairperson Winter opened the floor for public hearing. Baseline staff, Vince Harris, and Julie Esterl reviewed the application background, project history, siting study and overview, proposed route and site, referral process, public notification, public comments, criteria and findings for Special Review Use Permit approval, staff summary and findings. Baseline staff recommends the Planning Commission forward this application request to the Board of Trustees with a recommendation that the Board of Trustees make a motion of approval with conditions on Resolution 2022-01 as follows: 1) PSCo's construction of the transmission lines shall match the proposal set forth in the Application; 2) Prior to the commencement of construction of the transmission lines, PSCo shall submit construction plans, exhibits and applications to the Town for review and approval, which shall include, but not be limited to, easements (permanent and temporary), access points (permanent, temporary and emergency), permits, floodplain permits and documentation, sediment and erosion control, traffic control (detours and closures) and reclamation of disturbed areas; 3) Prior to the commencement of construction of the transmission lines, PSCo shall obtain and submit all transmission line easements to the Town; 4) Unless otherwise waived by the Town Administrator, prior to submission of a site development plan for, and construction of, the substation that is an integral part of PSCo's NCAP, the Town shall have approved a final plat for the property on which the substation will be constructed; 5) Prior to construction of the substation, the Town staff shall have administratively approved a site development plan for the substation; 6) PSCo shall enter into a mitigation agreement with the Town whereby PSCo shall fund improvements to Eaton Commons Park; and 7) The special use permit is subject to the limitations outlined in Section 7-2-42(d) through (h) of the Eaton Municipal Code.

Kelly Flennikin, Director of Community Relations with Xcel Energy briefly reflected that they began their Special Use Review Permit from Ault to Cloverleaf in September of 2021, to construct and operate a 115 to 230 kV overhead transmission line. Applicant, Rita Ruderman with Xcel Energy reviewed pertinent data, project history, maps of proposed route alignment, transmission line details, proposed route impacts in Eaton, referrals, public comments in opposition and support, criteria for evaluation, conditions of approval and staff summary. Chairperson Winter called for Public Comment in Support of Special Review Use Permit for PSCo's Transmission Line, there were two. Chairperson Winter called for Public Comment in Opposition of Special Review Use Permit for PSCo's Transmission Line, there were four. Rita Ruderman answered opposition questions and followed by answering Board questions. Staff, Vince Harris also reiterated answers to questions given by the public and board. Chairperson Winter closed the public hearing at 8:21 pm. Following board discussion, Commissioner Ross moved to approve Resolution No. 2022-01, a Resolution Recommending Approval of Public Service Company of Colorado's Application for a Special Use Permit Concerning the Alignment, Construction, Operation and Maintenance of Transmission Lines for the Northern Colorado Area Plan including the seven conditions, motion carried 3-1.

VIII. BUSINESS – None

XIV. ADJOURN

Chairperson Winter moved to adjourn at 8:36 p.m.

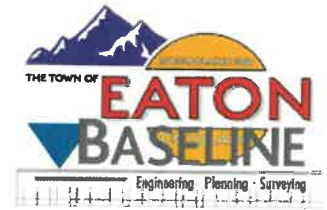
Margaret Jane Winter, Town Clerk

**TOWN OF EATON
STAFF MEMO**

Date prepared: July 1, 2022

July 7, 2022 Planning Commission STUDY SESSION (7:00pm)

Project Name: Eaton Zoning and Subdivision Code Update
Prepared by: Vince Harris, AICP - Baseline Corporation
Lauren Richardson – Baseline Corporation
Approved by: Vince Harris, AICP - Baseline Corporation



UPDATE FOR PLANNING COMMISSION MEETING

CC: Wesley LaVanchy, Interim Town Administrator
Jane Winter, Town Clerk
Avi Rocklin, Town Attorney
Greg Brinck, Asst. Town Administrator

BACKGROUND

The Code Update project began in mid 2020 with continuing efforts during 2021 and now working to wrap up in 2022. The Town Board and Planning Commission held a joint study session in 2021 and for that study session, staff provided a draft of the land use table, development review and administrative procedures, and a submittal requirements table. Based on those discussions and input from Town staff, and a community meeting in 2021 to get public input Baseline had prepared a revised draft that focuses on addressing Town expectations and adding some community and development industry desires as well.

Vince has been spearheading the DRAFT CHANGES that now included in the attached REDLINE document to see the changes, and the other attached CLEAN version of the DRAFT. Please note, the attached DRAFTS are NOT YET COMPLETE with draft edits and Vince plans to have ALL EDITS (complete draft code) ready for a likely next study session to discuss the DRAFT CODE also at your August 4 Planning Commission meeting. For this July study session we will focus on the ‘front’ side of the code to page 69 in the CLEAN VERSION DOCUMENT.

Items we will focus on during the July 7 Planning Commission Study Session:

(Page numbers are corresponding to the CLEAN VERSION document)

- Two (2) new Zone Districts added (pages 21 and 22)
- Many USE changes made to the complete Land Use Charts (pages 27 thru 32)
- Accessory Dwelling Unit and Short Term Rental accommodations (pages 36, 40, 41)
- Questions and updates that you each have at the study session
- Second half of document will be updated for the August 4 PC Study Session
- Oil & Gas regs to be updated to more mirror the Weld County O&G regs

TENTATIVE SCHEDULE for reviews and adoption

Thursday July 7	Planning Commission Study Session
Thursday August 4	Planning Commission Study Session
Thursday September 1	Planning Commission Review and Public input (written or verbal)
Thursday September 15	Board Public Hearing and Adoption of new Zoning & Subdivision Code