



PLANNING COMMISSION

Mike Simone, Chairperson
Paul Witmer, Vice-Chairperson

Kathy Kvasnicka
Shannon Rhoda
Karina Gonzalez

Jimmy Dominguez
Shannon Wiens
Ashley Greene

Planning Commission Agenda

Regular Meeting

130 South McKinley Avenue

Thursday, June 12, 2025

6:00 PM

(Order & Contents Subject to Change by Action of the Commission)

** Login information on how to attend this meeting virtually (optional) is on the last page of this Agenda.*

Call to Order

Approval of Agenda

Consent Agenda - Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Councilmember so requests, in which case the item may be removed/moved from the Consent Agenda.

- a. Approval of the May 22, 2025, Meeting Minutes.

Public Comment This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

Action Item(s)

Discussion Items

- a. High Pointe Hills Concept Plan
- b. Planning Commission and Board of Adjustment Training

Future Business

- a. The next meeting is scheduled for June 26, 2025.

Adjourn

Virtual Meeting Instructions

Join this meeting from your computer, tablet or smartphone.

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You can also dial in using your phone.

[+1 \(224\) 501-3412](tel:+12245013412)

Access Code: 885-796-925

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If you would like to participate remotely, we encourage you to test the phone number and links provided above prior to the start of the meeting, as each device requires initial adjustment. It is also recommended to log into the meeting early, and if you encounter any issues to call 303-304-4498 or email PlanningDept@fortluptonco.gov immediately.

When calling in, please be sure to mute your microphone on your computer, phone or tablet. Planning staff and/or the Chairman of the Planning Commission will provide instructions on when and how comments can be made by the public virtually.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
May 22, 2025**

The Planning Commission of the City of Fort Lupton met in session at City Hall Chambers, 130 South McKinley Avenue, the regular meeting place of the Planning Commission and virtually via GoToMeeting, on Thursday, May 22, 2025.

Chair Mike Simone called the meeting to order at 6:00 PM.

ROLL CALL

Commissioners Present: Chair Mike Simone, Commissioners Kathy Kvasnicka, Shannon Rhoda, Shannon Wiens, Karina Gonzalez and Ashley Greene.

City Staff Present: Planners Sean McDermott and Magaly Morales. Planning Director, Todd Hodges, and City Engineer, David Rausch, joined online via GoTo.

APPROVAL OF AGENDA

Commissioner Kvasnicka moved to approve the agenda, Commissioner Greene seconded.

CONSENT AGENDA

Commissioner Greene moved to approve the consent agenda, Kvasnicka seconded.

PUBLIC COMMENT

There were no public comments.

ACTION ITEM

P2025-007 RESOLUTION OF THE PLANNING COMMISSION OF FORT LUPTON APPROVING THE LANDINGS AT LUPTON VILLAGE SITE PLAN

Planner McDermott presented the item submitted by Spruance Consulting LLC, representing the owner, Omega Resources, for a Site Plan for two three-story apartment buildings. The property is located west of and adjacent to South Rollie Avenue and north of County Road 12. The site is approximately 3.340 acres of vacant land and zoned PUD but designated for Multi-Family Residential within the existing PUD. The applicant has submitted a site plan application for two three-story apartment buildings with 25 units each, as well as garages, surface parking, a pergola, and landscaping.

Mr. McDermott noted that a resident requested information on how to provide input regarding the project. This inquiry was addressed by city staff. All notification requirements have been met. A summary of previous applications was provided, along with an explanation of the applicant's request to allow for additional density—no more than 5%, permitting three additional units. The applicants have also submitted three alternative compliance requests, which will be presented by their team. While the Comprehensive Plan designates this area as General Commercial, the approved PUD was intended to

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FORT LUPTON PLANNING COMMISSION
May 22, 2025

include a mix of General Commercial and Multi-Family land uses. The proposed site plan aligns with the PUD's intent by developing the property for multi-family use.

Tom Parko with Spruance Consulting attended the meeting on behalf of Omega Resources. He described the site's location and noted that it's already platted and zoned. He presented the existing site conditions and discussed surrounding land uses, which primarily include single-family and multi-family residential. Mr. Parko presented the Lupton Village master plan and the site plan for the proposed apartment complex. He explained that detached garages are being proposed to provide additional vehicle protection and that a pergola is planned to offer outdoor seating. He also presented the utility, landscape, and photometric plans, and an aerial rendering of the proposed buildings. Elevations of the apartment buildings and detached garages were shown. The alternative compliance requests include a reduced parking lot setback, sidewalk widths, and adjustments to building transparency requirements.

Liz Newman with McCauley Development Group was also in attendance. She stated that this is a sustainable project, as recycled materials will be used and the apartments are designed to be energy efficient. She noted that turf, load-tolerant plantings, and wildflowers will be incorporated to enhance the site's appearance.

Chair Simone opened up for public comments at 6:18pm.

There were no public comments.

Chair Simone closed the public comments at 6:18pm.

Chair Simone opened up the hearing for commissioner comments.

Commissioners discussed:

- Number of bathrooms in each apartment unit
- Expected rental rates
- Management company overseeing the property
- Availability of electric vehicle charging stations and total number of parking spaces
- Anticipated construction timeline
- Parking requirements as outlined in the code
- Lighting specifications
- Type of grass proposed for the site
- Parking spot dedication
- Exterior building material and proposed color scheme
- Opportunities to revise or add to the landscaping plans
- Potential for incorporating mature plants into the landscape
- Proposed use of the open space between the two buildings

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Chair Simone expressed concerns on some missing information in the packet and criticized the landscaping diversity along Rollie Avenue. He suggested that City staff consider utilizing software that illustrates plant growth progression over time.

Liz Newman addressed Chair Simone's concerns stating that the development is part of a bigger master plan aimed at creating a welcoming neighborhood. She also noted plans to extend Rollie Avenue to the south.

Planning Director, Todd Hodges, and City Engineer, David Rausch, noted that the road expansion of Rollie Avenue was an item for a later discussion.

Commissioner Rhoda suggested that the City should consider potential code changes to enhance landscaping requirements for future developments.

Chair Simone asked the applicants if they would be willing to add more color to the landscaping plans.

Liz Newman responded that she would speak with their architect.

Planning Director, Todd Hodges, noted that the City is currently updating its landscape criteria with a focus on water usage. He also emphasized that incorporating both new and mature plants requires careful consideration. Additionally, he noted that final decisions regarding parking requirements are still in progress.

After discussion Commissioner Greene moved to approve P2025-007 (A Resolution of the Planning Commission of Fort Lupton Approving the Landings at Lupton Village Site Plan). Commissioner Kvasnicka seconded.

Landscaping requirements and maintenance within special districts, as well as the Planning Commission's decision-making authority, were briefly discussed.

DISCUSSION ITEMS

There were no discussion items.

FUTURE BUSINESS

The next Planning Commission meeting is scheduled for June 12th, 2025.

ADJOURNMENT

Commissioner Greene moved to adjourn the meeting. Commissioner Wiens seconded.

Chair Simone moved to adjourn the meeting at 7:16 PM.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
May 22, 2025**

Submitted by

Beyza Kirmizi
Planning Administrative Assistant

Approved by Planning Commission

Mike Simone
Chair

DRAFT

**HIGH POINTE HILLS CONCEPT PLAN STAFF REPORT
PROJECT NO. CPL25-001**

PROJECT DESCRIPTION

Project No.: CPL25-001

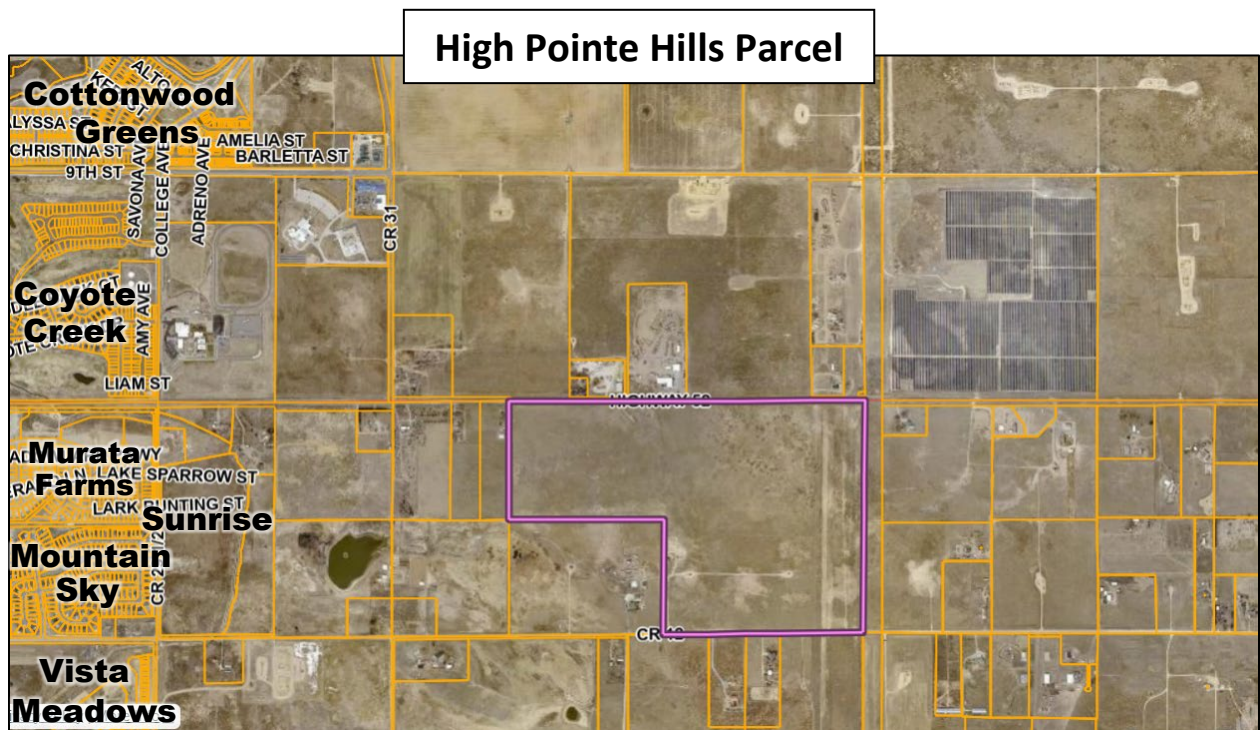
Project Name: High Pointe Hills Concept Plan

Owner's Name: High Pointe 52 LLC, represented by JR Osborne, C3 Construction ("Applicant")

Representative: Kristin Turner, TB Group

Location of Request:

The site is located south and adjacent to Highway 52 and roughly 1,340 ft east of CR 31. The Property is located in portions of the Southeast Quarter and Southwest Quarter of Section 3, Township 1 North, Range 66 West of the 6th PM, City of Fort Lupton, County of Weld, State of Colorado.



Nature of Request:

The Applicant has submitted a request for consideration of a concept plan. The proposed concept plan provides a variety of single family and multi-family housing types (totalling 668 units), commercial development along Hwy 52, and parks and trails internal to the subdivision.



Site Size: 182.000 acres, more or less.

Zone District: Agricultural.

Proposed Zone District: Change of Zone would be required at future submittal based on proposed lot types.

Proposed Use: 452 single family lots with a variety of product types, 216 apartment units, a park, and approximately 6.3 acres of commercial development along Hwy 52.

Existing Use: The Property is currently vacant agricultural land.

Hearing Dates: Planning Commission – June 12, 2025 at 6:00 PM; and
City Council – June 17, 2025 at 6:00 PM.

Hearing Location: Fort Lupton City Hall – Council Chambers, 130 S. McKinley Ave., Fort Lupton, Colorado.

SUMMARY OF PREVIOUS APPLICATIONS

On January 7th, 2023, the property was annexed through the High Pointe Hills Annexation (Project No. LUP2022-0020; ANX2022-0001 & SPL2022-0004) with initial Agricultural zoning. A Concept Plan was reviewed concurrently for a residential subdivision with a variety of product types and open space designed to meet the intent of the conservation pattern development standards in Section 16-5.05 of the Development Code, along with commercial development on Highway 52 frontage.

APPLICATION PROCESS

The Planning Commission's review of a Concept Plan is intended to be an open exchange of ideas where the Commission members are encouraged to discuss any issues, questions, or concerns with the Applicant and staff. Pursuant to Article 2.02 (D) of the Fort Lupton Development Code, review of a Concept Plan shall not have any formal decision or approval, but merely provides general consensus and offers the applicant direction for preparing a formal Preliminary Plat submittal with any associated land use submittals. Therefore, the Planning Commission shall evaluate the Concept Plan and all comments by referral agencies, and provide input to the Applicant. All information provided to the Applicant will become part of the record and will inform the discussion with City Council regarding this Concept Plan. The purpose of this process is to achieve a project that satisfies the goals of the Fort Lupton Comprehensive Plan and the priorities of the community.

NOTIFICATION REQUIREMENTS

No notifications are required for a Concept Plan.

CONFORMANCE WITH CITY STANDARDS, REGULATIONS AND POLICIES

Pursuant to the Fort Lupton Development Code Article 2.02 (D), a Concept Plan is an initial review of a proposed development. The Concept Plan may be recommended or required by the Planning Director for complex projects prior to submitting a Preliminary Plat. The intent of this phase of the plan is to provide a general concept that describes the applicants' development vision. A Concept Plan is *not* intended to provide final comments or requirements, or restrict the City's discretion in subsequent stages of the review process.

In providing input for this Concept Plan, the City shall use the following review criteria. Staff has added notes regarding each of the four standards:

1. The application is in accordance with the Comprehensive Plan, and in particular the physical development patterns and concepts of the plan.

A Comprehensive Plan Amendment will be required with future subdivision, however the project is in line and furthers the general concepts and policies of the Comprehensive Plan by providing a variety of housing and commercial use types in a logical and compatible pattern.

2. The development will relate to neighboring areas and to the community.

This Concept Plan includes a larger vision for coordinated expansion of utilities that brings benefit to the existing and potential future land uses in the area. With new residential subdivisions to the west of this property, the City is currently undergoing a Comprehensive Plan update that will help formalize the City's vision for this area for the future.

3. The development will promote efficient use of utilities, streets and other public resources.

This Concept Plan includes a larger vision for coordinated expansion of infrastructure and utilities that brings benefit to the existing and potential future land uses in the area.

4. The applicant can demonstrate that adequate infrastructure is or will be available for the proposed development.

This development will be required to provide sufficient infrastructure and utilities to serve the proposed land use types. The applicant will provide more information regarding this topic; including the potential benefits to surrounding properties created by the extension of services.

Staff has been working with the applicant to address some initial comments in relation to the City's Development Standards and will complete the formal review with a future submittal. Some items that will need to be clarified, delineated, or updated with formal submittal to meet the Development Code include but are not limited to:

- *Ensuring road widths, alley widths, lengths, and accesses meet the Development Code standards.*
- *Reviewing proposed housing types with lot and design development standards to comply with the applicable zone district standards and the residential design standards. This would accompany a Preliminary Plat and Change of Zone.*
- *Ensuring commercial tracts are feasible for future commercial development.*
- *Ensure parks and open spaces meet Section 3.02 Open & Civic Space standards and are usable and accessible.*
- *Address Highway 52 buffering and ROW requirements.*
- *Address all referral comments related to the Concept Plan with future submittals.*

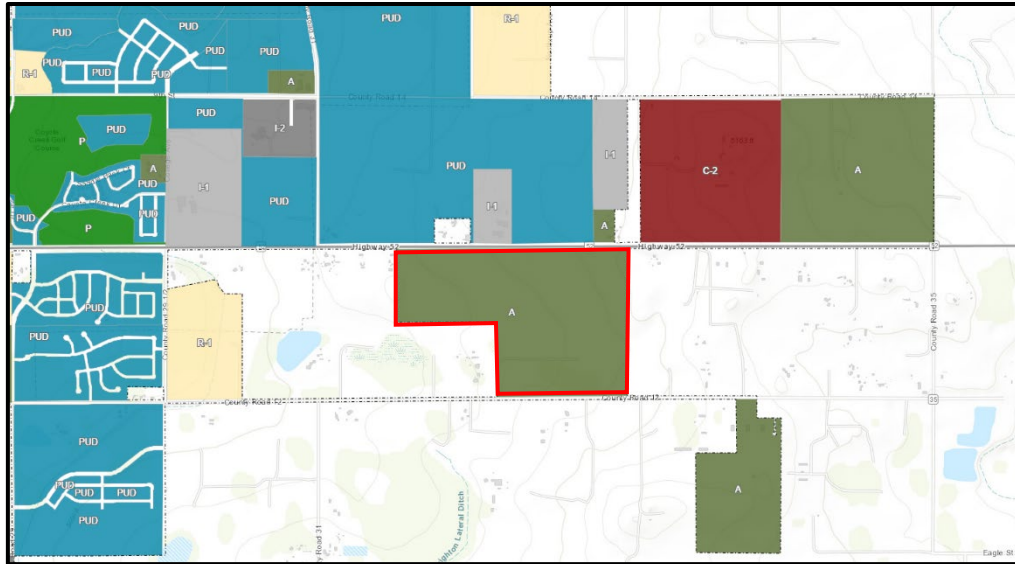
A full review of the project alongside the City's development standards will occur with future submittals.

EXISTING CONTEXT

Nearby uses include agricultural to the west, industrial and agricultural to the north, utility and agricultural to the east, and unincorporated agricultural land to the south.

CURRENT ZONING

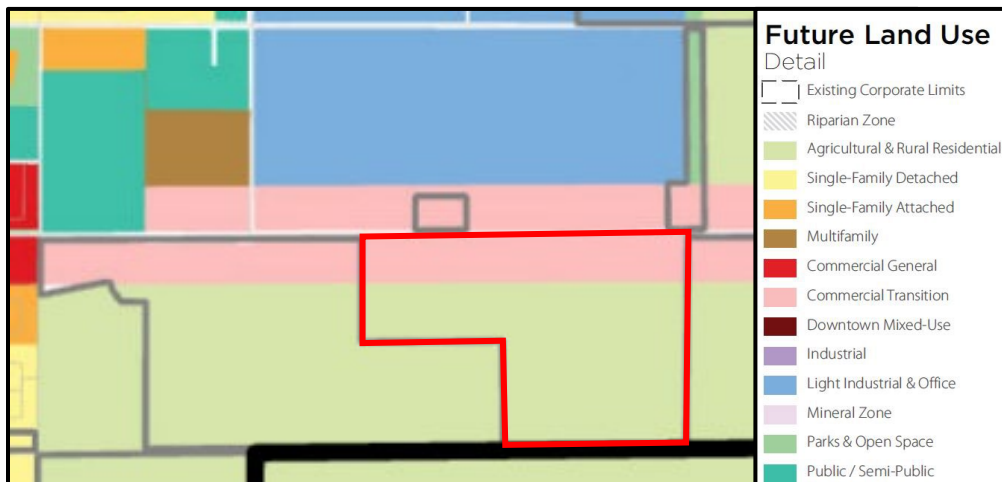
	EXISTING ZONING	EXISTING LAND USE
NORTH	I-1 and PUD	Agriculture and Industrial
SOUTH	Unincorporated Weld County	Agriculture
EAST	Unincorporated Weld County	Agriculture
WEST	Unincorporated Weld County	Agriculture



CONFORMANCE WITH THE COMPREHENSIVE PLAN

The Future Land Use map designates the subject property as Commercial Transition and Agricultural & Rural Residential. The Commercial Transition piece along Hwy 52 is intended to identify potential growth areas for commercial development outside the primary commercial districts of Fort Lupton. These areas should support gradual, long-term commercial investment outward from the City's urban core, including incremental transitioning of agricultural uses to commercial development.

The proposed Concept Plan includes commercial tracts along Hwy 52 in line with the Comprehensive Plan. The proposed housing types don't directly align with the Agricultural & Rural Residential land use designation, meaning a Comprehensive Plan Amendment will likely be required with future Preliminary Plat submittal. The variety of the housing types and corresponding open spaces proposed in the remaining portions of the Concept Plan create housing and open space diversity that staff feels is in line with the overall goals of the Comprehensive Plan, namely in concentrating denser development close to corridors (in this case Highway 52) where infrastructure improvements are appropriate to support growth. Staff supports the diversity and density provided, and encourage this as a point for discussion with Planning Commission and City Council.



REFERRALS

City Administrator	Golf Course Manager	Intrepid Fiber
Building Inspector	Finance Director	Postmaster
OMI	Fort Lupton Fire Protection District	Weld County Department of Planning
Economic Development Manager	CDOT	Weld County Department of Public Health & Environment
City Attorney	Colorado Parks and Wildlife	Weld County Public Works
Recreation Manager	Division of Water Resources	Weld County School District RE-8
GIS Specialist	United Power	Weld County GIS
Development Review Engineer	Comcast	NWCWD
Police Chief	CenturyLink	Fulton Ditch Company
Public Works Director	Xcel Energy	Western Midstream
	Hyper Fiber	

Referrals were provided to the list above. All referral responses received are viewable on the City's website at the project link below.

STAFF RECOMMENDATION

No formal decision is being made here, however staff supports the concept proposed with the understanding that the items listed above in the "Conformance with City Standards, Regulations and Policies" will need to be addressed and staff will continue to work with the applicant to address any concerns that Planning Commission and City Council may have prior to future submittal.

Additional documents are available for review at

<https://www.fortluptonco.gov/DocumentCenter/Index/950>

High Pointe Hills: Concept Plan Narrative
April 21, 2025

The intent of this project is to provide a high-quality residential subdivision that provides a safe and efficient transportation network that accommodates pedestrians, vehicles, and bicycles. The proposed development is designed to provide continuous, direct, convenient, and safe pedestrian pathways throughout the site with the ability to connect to future adjacent subdivisions and development.

The development reserved a substantial portion of the site to be open space which includes native plantings with a focus and emphasis on enhanced planting. The property was annexed into the city of Fort Lupton on January 7, 2023, and has complied with the Fort Lupton Parks and Trails Master Plan by including extensions of the connector trails along HWY 52 and County Road 12. In addition, the development includes a centrally located neighborhood park surrounded by a robust internal trail network. The proposed parks, open space and trails within the development will provide high quality recreational opportunities for neighborhood residents and also create connections to future neighborhoods and uses beyond our project boundaries. An additional park and open space area is envisioned near the apartment buildings. The proposed park locations will be programmed for more active use, which the open space areas are intended to be more passive with the trail system serving as the primary amenity. A focus on a low water planting palette is planned for the overall community.

Several residential product types are proposed for this development. The intent is to provide a range of product types for the community. This results in diversity of product type as well as providing different prices points. Proposed product types include multi-family apartments, Detached House (Standard Lot) and Detached House (Small Lot). There will be several lot sizes within the Detached House (Standard Lot) which will allow for additional diversity in product type, beyond the lot size. There are 675 lots conceptually planned for this community.

There are two (2) commercial pad sites planned along Highway 52. This will allow maximum visibility and access from a major thoroughfare in addition to walkable services for residents of this community.



LOT SUMMARY

60' x 110' SFD - FL	60
55' x 110' SFD - FL	120
50' x 120' SFD - FL	154
35' x 95' SFD - AL	118
APARTMENT UNITS	216
COMMERCIAL	~6.3 AC
LOT TOTAL	668