



PLANNING COMMISSION

Mike Simone, Chairperson
Shannon Rhoda, Vice-Chairperson

Kathy Kvasnicka
Shannon Wiens
Ashley Greene

Jimmy Dominguez
Karina Gonzalez
Andrea Allison

Planning Commission Agenda
Regular Meeting
130 South McKinley Avenue
Thursday, May 14, 2026
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 April 23, 2026, 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. County Road 8.5 Annexation and Special Use Permit - Withdrawal
- b. Comprehensive Plan Update - Economic Development Discussion

Future Business

- a. The next Planning Commission meeting is scheduled for May 28th, 2026

Adjourn

Virtual Meeting Instructions

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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
April 23, 2026

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, April 23, 2026.

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

ROLL CALL

Commissioners Present: Chair Mike Simone, Vice-Chair Shannon Rhoda, Commissioners Kathy Kvasnicka, and Karina Gonzalez. Commissioners Shannon Wiens, Jimmy Dominguez, and Andrea Allison joined online via Go-To.

City Staff Present: Planners Magaly Morales, and Sean McDermott and Planning Administrative Assistant Beyza Kirmizi.

APPROVAL OF AGENDA

Vice-Chair Rhoda moved to approve the agenda, Commissioner Kvasnicka seconded.

CONSENT AGENDA

Commissioner Kvasnicka moved to approve the consent agenda, Vice-Chair Rhoda seconded.

PUBLIC COMMENT

There were no public comments

ACTION ITEM

There were no action items.

DISCUSSION ITEMS

Housing Needs Assessment

Planner McDermott began the presentation by explaining that the formal Housing Needs Assessment is going for council approval in the upcoming weeks to meet state requirements. After the HNA is approved, the City will move forward with the Housing Action Plan.

Karlynn Vasani with AYRES was present to provide a presentation on the final draft of the Housing Needs Assessment. She began by providing background information on why an HNA is needed, explaining that it is a data driven tool used to develop a comprehensive housing analysis for a city. She continued by giving an overview of the project timeline and mentioned that the draft was submitted to Colorado Department of Local Affairs (DOLA) for a courtesy review to ensure it met all requirements, and that it was approved.

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An engagement summary was presented explaining that stakeholders were identified by staff, and one-on-one virtual meetings were conducted with them. Community engagement efforts also included participation in the City's Winter Fest in 2025 and the distribution of a community survey, which received 178 responses. She presented the key priorities identified by residents, with incentivizing low-income and workforce housing emerging as the community's highest priority.

Ms. Vasan presented the key findings that AYRES concluded from the data collected, narrowing them down to five key findings. The first finding highlights income stagnation and a shrinking middle-income segment, noting that median income grew by only 2% while the number of households earning less than \$50,000 increased. This has resulted in reduced purchasing power and increased demand for rental housing. The second finding explains that renter households have increased while rental units under \$1,000 per month have significantly declined, creating a growing cost burden for renters. The third finding addresses the lack of smaller housing units, as the majority of homes are single-family residences. She pointed out that 53% of households consist of only one to two people, while 67% of homes offer three or more bedrooms. The fourth finding identifies growth in the senior population, indicating an increasing demand for lower-maintenance and more affordable housing options. The fifth finding summarizes the aging housing stock and the need for reinvestment, noting that 50% of existing homes were built before 1980.

A table outlining the projected housing needs was presented, showing the number of ownership and rental units required to meet the city's current and future housing demands over the next five and ten years. She explained that fewer ownership units are needed, while additional rental units will be necessary to meet population growth and provide greater housing diversity.

Ms. Vasan then presented the housing strategies and recommendations developed by AYRES in partnership with City staff and the Planning Advisory Committee. These strategies include prioritizing infill and reinvestment within the city core to expand housing options and strengthen downtown, expanding multifamily and rental housing opportunities, increasing housing options for seniors, and updating development codes to promote greater housing diversity and allow for a broader range of housing types. The final recommendation emphasized aligning housing growth with the City's economic development efforts by identifying key sites and investing in infrastructure to support long-term fiscal health.

It was explained that the next step is to present the Housing Needs Assessment to City Council, after which it will be officially submitted to DOLA. Once approved, work on the Housing Action Plan will begin, for which the City has already received grant funding.

Chair Simone opened open discussion for the Commissioners:

Commissioner Wiens said that she likes the growth options that are being considered and appreciates the connection between housing development and the city's economic growth.

Commissioner Allison expressed interest in mixed-use development within the community and stated that she is interested to see how the infrastructure will support the growth that is already occurring.

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Commissioner Gonzalez expressed surprise that 53% of households consist of one to two people and asked for clarification. Ms. Vasan clarified that the data considers each individual housing unit and reflects that only one to two people live in a single unit. Commissioner Gonzalez stated that she supports downtown infill and sees great potential for economic development.

Commissioner Kvasnicka expressed concern regarding roads and infrastructure and would like to see how they can be supported with the increasing growth. She also stated that she appreciates the senior living component included in the Housing Needs Assessment.

Vice-Chair Rhoda explained that she has seen numerous plans presented to city boards in the past and pointed out that reinvestment into downtown is the only recommendation she has not seen before. She expressed hope for greater authority on the City's side to communicate what may be needed on certain properties. Ms. Vasan responded that property owners ultimately determine what can be proposed on their properties, but there may be opportunities for negotiation.

Vice-Chair Rhoda also expressed hope for greater diversity in businesses and for the Housing Needs Assessment to help support and attract those businesses.

Chair Simone commented that the City could make greater efforts to incentivize businesses to locate to Fort Lupton rather than mandating requirements. He also expressed concern regarding the lack of school related information included in the Housing Needs Assessment and questioned why school data and ratings were not discussed in the plan. Ms. Vasan acknowledged Chair Simone's concerns and responded that, while there may be correlations between those factors, there is no direct causality. The commissioners continued discussing potential challenges faced by parents and students and explored ways to ensure that a strong school system can support new families moving into the city.

Chair Simone stated that he supports the proposed strategies and recommendations but expressed concern that the Fort Lupton Housing Authority was not involved in the assessment as a stakeholder. Ms. Vasan responded that the Housing Authority could still serve as a partner during the Housing Action Plan process.

Commissioner Dominguez asked whether language could be added to identify milestones or benchmarks that would demonstrate the progress of the plan. Chair Simone and Commissioners Wiens and Kvasnicka expressed support for this suggestion.

Commissioner Kvasnicka mentioned that the City should not lose its small-town character as the population grows and reiterated that infrastructure improvements are necessary to support development. Planner McDermott responded that the next discussion item would address these concerns and that they would also be incorporated into the comprehensive plan update.

Chair Simone asked Ms. Vasan which of the recommended strategies would provide the greatest benefit to the City. Ms. Vasan responded that downtown infill could be one of the most beneficial strategies because it would help preserve the heart of Fort Lupton while accommodating growth.

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Planner Morales stated that staff has been making efforts to apply for grants and develop partnerships that could support these plans and help turn them into reality. She also pointed out that population growth is necessary to increase the tax base, but staff is actively exploring opportunities and tools to support implementation.

Chair Simone asked whether Amazon shares sales tax revenue with the City. Staff responded that they would follow up on that question.

The commissioners and staff also broadly discussed how grant funding could help improve safety, walkability, and road infrastructure throughout the community

Beautification and Small-Town Feel Discussion

Planner McDermott introduced the discussion item by explaining that the topic residents have expressed the greatest interest in is downtown revitalization, particularly regarding beautification and maintaining the community's small-town character. He explained that the questions previously presented to other committees and residents would also be presented to the Planning Commission to gather their feedback. He continued by providing an update on the status of the Comprehensive Plan update and reviewed the four phases of engagement, including their goals and timelines. He emphasized that youth, seniors, and businesses will be key groups to engage during the upcoming phases in order to reach the goal of obtaining 2,500 touchpoints through community engagement events.

He reviewed the six strategies staff identified based on resident feedback: historic preservation, rural character conservation, residential charm, downtown revitalization, public enhancements, and vibrant landscapes. He provided a brief overview of each category and presented example images related to the concepts.

Chair Simone suggested that the City consider hosting a recurring weekly event for a designated period of time to encourage the community to gather downtown and enjoy local businesses, music, and an open-container area.

Using Mentimeter, staff presented several interactive questions for the Planning Commission to answer. Commissioners were first asked to rank their priorities for conserving small-town beauty and community pride, with downtown revitalization receiving the highest ranking from the majority of commissioners. The next question asked which aspects of Fort Lupton history they believed should be better preserved. Responses included agricultural history, churches, museums, downtown, historic buildings, and the riverside area near Pearson Park.

The following discussion focused on preserving rural character as additional properties are annexed into the city in the future. Commissioners expressed support for policies that ensure continuous open space and trail corridors across multiple developments to improve citywide connectivity. Commissioners were then asked to rank policy ideas intended to create more charming residential developments, and the highest-ranked response was requiring significant gateway landscaping in new neighborhoods.

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The next question asked commissioners to rank infrastructure ideas that could make downtown more vibrant, with bicycle racks on every other block receiving the strongest support as a way to improve bicycle access to downtown. Commissioners were also asked to rank placemaking ideas for enhancing downtown along Denver Avenue, and the majority selected farmers markets and craft fairs during the summer months as their preferred option.

The final open discussion questions focused on which neighborhoods commissioners considered beautiful, which downtowns they enjoy visiting, and which questions presented during the exercise they found most exciting.

Planner McDermott then presented results collected during the Easter Egg event, which showed that downtown revitalization, public enhancements, and rural character conservation received the highest number of votes. He concluded that these topics appear to be the most desired priorities across the community.

The commissioners and staff also discussed whether the City could offer discounted property taxes or other tax incentives to encourage businesses to locate within the community.

FUTURE BUSINESS

There next Planning Commission meeting is scheduled for May 14, 2026.

ADJOURNMENT

Commissioner Kavnicka moved to adjourn the meeting. Commissioner Rhoda seconded.

Chair Simone moved to adjourn the meeting at 8:48 PM.

Submitted by

Beyza Kirmizi
Planning Administrative Assistant

Approved by Planning Commission

Mike Simone
Chair



Planning & Building Department

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May 8, 2026

To: Fort Lupton Planning Commission

Subject: Withdrawal of the County Road 8.5 Annexation and Special Use Permit.

Staff is requesting a cancellation of the scheduled public hearings for the County Road 8.5 Special Use Permit. The applicant has formally withdrawn their applications. A copy of the withdrawal letter is attached.

No further action by Planning Commission is required.

Sincerely,

A handwritten signature in black ink that reads "Magaly Morales-Tejada".

Magaly Morales-Tejada
Planner I
City of Fort Lupton

May 5, 2026

City of Fort Lupton
Planning & Building
130 S. McKinley Avenue
Fort Lupton, CO 80621

RE: 8.5 Enterprises, City of Fort Lupton Annexation and Special Use Permit Application - Withdrawal Request

Ms. Magaly Morales-Tejada:

8.5 Enterprises is requesting a withdrawal of its Annexation and Special Use Permit Application related to the property located at 12769 Weld County Road 8.5 in Weld County, Colorado.

At later date 8.5 Enterprises will resubmit an updated Annexation and Special Use Permit Application.

Sincerely,
8.5 Enterprises



Ken Evans
Manager

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