

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
January 28, 2021**

The Planning Commission of the City of Fort Lupton met in session virtually via GoToMeeting, on Thursday, January 28, 2021.

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

ROLL CALL

Roll was taken and those present were Chair Mike Simone, Vice-Chair Bushrod White and Commission Members Carlos Barron, Kathy Kvasnicka, Thomas Meyers and Paul Weber. Also in attendance were Planning Director Todd Hodges, City Planner II Alyssa Knutson, City Planner I Maria Lancto, and Planning Administrative Assistant Magaly Morales-Tejada.

Chair Simone gave the following advisement:

Tonight's meeting shall be held virtually so as to ensure the health and safety of the general public and the City of Fort Lupton Planning Commission and staff.

The intent and purpose of the virtual appearance options is to allow the City to be innovative in providing the general public the most meaningful access possible in light of the current challenges present as a result of the Covid-19 pandemic. Therefore, subject to social distancing and public health orders, members of the general public will be offered the opportunity to be electronically present for meetings at the City, subject to existing health conditions.

An electronic link has been made available for tonight's meeting on the City's website and social media platforms and as posted at City Hall, so that the general public, Planning Commission and staff may participate electronically via the internet or on the phone.

APPROVAL OF AGENDA

Chair Simone called for a motion to approve the agenda. It was moved by Member Carlos Barron and seconded by Vice-Chair Bushrod White.

CONSENT AGENDA

Chair Simone called for a motion to approve the consent agenda. It was moved by Vice-Chair Bushrod White and seconded by Member Kathy Kvasnicka.

PUBLIC COMMENT

Chair Simone asked if there was anyone who would like to comment on an item not on the agenda tonight. Hearing none, he closed Public Comment.

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ACTION ITEMS

Mericle RV Propane Tank Special Use Permit

Chair Mike Simone addressed the representative for the applicant, Kyle Ferguson, 1352 Factory Drive, Fort Lupton, CO. He asked if Mr. Ferguson, on behalf of the applicant, understood that Members of the Planning Commission may be appearing tonight via virtual connection and may not be appearing in-person.

Mr. Ferguson stated yes.

Chair Simone asked if he consented to the applicable members voting on their submittal, even though said members are not present in person.

Mr. Ferguson stated yes.

Chair Simone asked if he understood that they have the right to continue this public hearing to such a date to allow a full in-person public hearing.

Mr. Ferguson stated yes.

Chair Simone asked if he has agreed to voluntarily waive that right on behalf of the applicant or themselves by proceeding tonight electronically.

Mr. Ferguson stated yes.

Chair Simone asked if he voluntarily signed and submitted the written waiver and consent to proceed electronically tonight.

Mr. Ferguson stated yes.

Chair Simone asked if they waived their right to proceed in an in-person public hearing and have consented to proceed forward voluntarily tonight in this virtual planning commission meeting, is that correct.

Mr. Ferguson stated yes.

City Planner I Maria Lancto introduced the project. She stated that this site was located in the "I-1" Industrial Zone District. She stated that the special use permit is for a 1000 gallon aboveground propane tank to be used in conjunction with an existing RV sales business. Ms. Lancto stated that the Fort Lupton Municipal Code requires a special use permit for all aboveground fuel tanks. She stated that all notification requirements for the Special Use Permit were met, including posting at the property, publishing in the newspaper, and

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mailing to adjacent properties. She stated that Kyle Ferguson would be presenting the project.

Kyle Ferguson provided background on Mericle RV, stating that it is a full service RV business that opened in 2019 and they are now seeking a Special Use Permit for an aboveground propane tank. Mr. Ferguson stated that the propane would be supplied through AmeriGas. Mr. Ferguson stated that the propane tank would be on the southwest side of the property. He explained the community need for the propane tank, stating that it would provide a service for the residents of Fort Lupton that need any propane tank refilled. He stated that currently they are selling RV's with empty propane tanks and they are having to stop elsewhere to get them filled. He stated that by increasing sales it will eventually increase job opportunity within the City. Mr. Ferguson stated that all staff handling propane will be safety trained and certified, the propane tank would be properly secured, the tank will be equipped with an emergency shut-off switch and would be kept up with state and federal regulations. Mr. Ferguson then referred back to the Planning Commission for any questions.

Chair Simone asked the applicants if they had anything to add.

Applicant Amy Mericle re-iterated Kyle Ferguson's comments on community need, stating that they are currently selling empty RV's and then sending customers to the closest fill stations in either Platteville or Brighton, therefore sending revenue into other cities.

Chair Simone asked Mr. Ferguson if he has had a full and fair opportunity to present all facts, submittals, documents, testimony and presentations in support of the Applicant's application before the Planning Commission tonight.

Mr. Ferguson stated yes.

Chair Simone opened up the public comment portion of the Hearing for the Special Use Permit action item. Hearing no one from the public wishing to speak, Chair Simone closed the Public Hearing.

Chair Simone opened up the hearing to Planning Commissioners' comments and questions.

There were no questions or comments.

Chair Simone asked Mr. Ferguson if he felt he had a full opportunity to participate in the public hearing.

Mr. Ferguson stated yes.

Chair Simone called for a motion to approve Resolution P2021-0003. It was moved by Vice-Chair Bushrod White and second by Carlos Barron.

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Motion carried by unanimous roll call vote.

Been Annexation & Initial Zoning

Planner II Alyssa Knutson introduced the Been Annexation and Initial Zoning. Ms. Knutson stated that the project was submitted by Sheryl Been and is a total of approximately 18.24 acres, including a portion of County Road 10 Right of way. It is located west and adjacent to County Road 19 and approximately a quarter-mile south of County Road 10. She stated that this is a flagpole annexation which will achieve continuity on County Road 10. Ms. Knutson stated that all requirements had been met for this application and stated that the applicant was present to answer any questions.

Chair Mike Simone addressed the applicant Sheryl Been, 3647 County Road 19, Fort Lupton, CO.

He asked if Ms. Been understood that Members of the Planning Commission may be appearing tonight via virtual connection and may not be appearing in-person.

Ms. Been stated yes.

Chair Simone asked if she consented to the applicable members voting on their submittal, even though said members are not present in person.

Ms. Been stated yes.

Chair Simone asked if she understood that they have the right to continue this public hearing to such a date to allow a full in-person public hearing.

Ms. Been stated yes.

Chair Simone asked if she has agreed to voluntarily waive that right on behalf of the applicant or themselves by proceeding tonight electronically.

Ms. Been stated yes.

Chair Simone asked if he voluntarily signed and submitted the written waiver and consent to proceed electronically tonight.

Ms. Been stated yes.

Chair Simone asked if they waived their right to proceed in an in-person public hearing and have consented to proceed forward voluntarily tonight in this virtual planning commission meeting, is that correct.

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Ms. Been stated yes.

Chadwin Cox presented the project. He stated this is an agricultural property and the intent is to annex into the City of Fort Lupton and remain as an agricultural zoning.

Chair Simone asked Ms. Been if she has had a full and fair opportunity to present all facts, submittals, documents, testimony and presentations in support of her application before the Planning Commission tonight.

Ms. Been stated yes.

Chair Simone asked Ms. Been if she felt he had a full opportunity to participate in the public hearing.

Ms. Been stated yes.

Chair Simone opened up the public comment portion of the Hearing for the Annexation and Initial Zoning action item. Hearing no one from the public wishing to speak, Chair Simone closed the Public Hearing.

Chair Simone opened up the hearing to Planning Commissioners' comments and questions.

Member Kathy Kvasnicka asked for confirmation that this application is strictly for annexation.

Ms. Knutson responded and stated that yes this is only for annexation and initial zoning and any future development on the property would need to come back through the application process.

Chair Simone called for a motion to approve Resolution P2021-0004. It was moved by Kathy Kvasnicka and seconded by Vice-Chair Bushrod White.

Motion carried by unanimous roll call vote.

DISCUSSION ITEMS

Review of Meeting Discussion

A review of meeting discussions took place.

Development Code Update

A discussion of the Development Code Update took place.

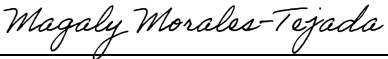
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FUTURE BUSINESS

The next meeting of the Planning Commission is scheduled for February 11, 2021 at 6:00 PM.

ADJOURNMENT

Chair Mike Simone adjourned the meeting at 6:55 PM.



Magaly Morales-Tejada, Planning Assistant

Approved by Planning Commission



Mike Simone, Chair