

MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



Planning and Zoning Commission REGULAR MEETING

December 19, 2024 – 6:00 PM

City Council Chambers

300 Laporte Avenue

Fort Collins, Colorado

CALL TO ORDER: Chair Stackhouse called the meeting to order at 6:00 p.m.

ROLL CALL

- a. Board Members Present - Stackhouse, Connelly, Peel, York, Katz, Sass, and Shepard
- b. Board Members Absent - None
- c. Staff Members Present - Matsunaka, Kidwell, Jarvis, Winslow, Baty, Schumann, Castelli, Nelson, Mounce, Collins, Marko, Frickey, Myler, Beals

Chair Stackhouse provided background on the Commission's role and what the audience could expect as to the order of business. She described the role of the Commission and noted that members are volunteers appointed by City Council. The Commission members review the analysis by staff, the applicants' presentations, and input from the public and make a determination regarding whether each proposal meets the land use code. She noted that this is a legal hearing, and that she will moderate for civility and fairness.

AGENDA REVIEW

Planning Manager Clay Frickey reviewed the items on the Consent and Discussion agendas stating all items will be heard as originally advertised.

PUBLIC PARTICIPATION ON ITEMS NOT ON THE HEARING AGENDA

None.

CONSENT AGENDA

1. Draft Minutes for the P&Z October 17, 2024, Regular Hearing

The purpose of this item is to approve the draft minutes of the October 17, 2024, Planning and Zoning Commission hearing.

2. Carnegie Building Renovation Lighting Update – MA230137

This is a Minor Amendment request for modifications to the exterior lighting on the south side of the Carnegie Building to improved safety/security. Located in the Neighborhood Conservation Medium Density (NCM) Zone District.

3. Schoolside Park – BDR240009

This is a request for a Basic Development Review for the development of Bacon Park at 5830 S Timberline Rd. (parcel #8608253901). Access is proposed to be taken from a private drive west of S Timberline Rd. The site is directly east of S Timberline Rd. and 0.27 mi south of Kechter Rd. The property is located in the Low Density Mixed-Use Neighborhood (LMN) zone district and is subject to a Basic Development Review (BDR). As a City proposed project the decision maker will be the Planning and Zoning Commission.

Vice Chair Sass made a motion to approve the Consent Agenda for the December 19, 2024 hearing as originally advertised. Commissioner Connelly seconded the motion. Yeas: Shepard, Connelly, York, Peel, Sass, Katz, and Stackhouse. Nays: none.

THE MOTION CARRIED.

DISCUSSION AGENDA

4. Heritage Annexation – ANX240001

PROJECT DESCRIPTION: This is a request to annex and zone 13.6 acres of land generally located around 2506 Zurich Drive. The annexation is subject to a series of hearings including a Type 2 review and public hearing by the Planning and Zoning Commission and recommendation to City Council. Requested City zoning for the property is Employment (E). A specific project development plan proposal is not included with the annexation application.

OWNER: Friends of Christian Education Foundation
Attn: Michael Cuckler
2506 Zurich Drive
Fort Collins, CO 80524

APPLICANT: Angela Milewski
BHA Design, Inc.
111 South Meldrum Street, #110
Fort Collins, CO, 80524

STAFF ASSIGNED: Ryan Mounce, City Planner

Commissioner Katz noted he is a commercial real estate professional and has a piece of land listed in the general area, though it does not impact the annexation area and will not impact his decision.

Staff Presentation

Ryan Mounce, City Planner, stated this item is a request for a recommendation to City Council for the annexation and zoning of a 25-acre property located near the northwest corner of International Boulevard and Timberline Road. Mounce noted the property is contiguous with city limits on several sides and meets the state requirements for contiguity. Mounce stated the requested zoning for the property is E – Employment and noted the zoning around the site varies between residential, light industrial, and employment in both the County and the City. Mounce showed photos of the site and one existing building on the property.

Applicant Presentation

Angie Milewski, BHA Design, provided background information on Heritage Christian Academy, which occupies the building on the site. She stated the annexation of the property will allow the school to move forward with its plans for expansion and discussed the benefits of the property being zoned Employment. Milewski stated the applicant concurs with the staff recommendation of the property's placement in the non-residential sign district and LC1 lighting context area.

Staff Analysis

Mounce stated staff recommends zoning based on land use guidance provided through the Structure Plan Map and City Plan, as well as the East Mulberry Plan in this case. He stated staff is recommending Employment zoning due to the transitional buffer area between the existing neighborhoods and heavier industrial uses in the Airpark.

Commission Questions

Commissioner Shepard asked if the future development of the school would be a Site Plan Advisory Review or a Project Development Plan. Mounce replied it would likely be a Project Development Plan as the school is private.

Chair Stackhouse requested additional information regarding this annexation consideration versus a future Project Development Plan. Mounce replied future physical development, including expansion of the school and facilities, will take many years and much more review by the City. He noted this first step is just the annexation of the property, which is voluntary, but is also a requirement per an intergovernmental agreement with Larimer County. Additionally, Mounce noted Council will be the ultimate decision maker, though a recommendation of the Planning and Zoning Commission is required. He stated the next step will be an Overall Development Plan followed by individual Project Development Plans.

Public Comment

Julia Branstrator, 539 Winnipeg Court, asked how the fact that Heritage Christian Academy already owns the land will impact the annexation decision.

Staff Response

Mounce confirmed the school has purchased the land; however, the annexation process must occur prior to any physical development. He noted there are state requirements related to annexation and reiterated this is a voluntary annexation.

Commission Questions / Deliberation

Commissioner Katz commented on initial concerns about industrial lands diminishing, but stated he

is more comfortable with the Employment zoning after further review. He requested assurance that non-conforming uses will not be created with the existing industrial building on Zurich. Mounce replied most of the business and structures around the site would not be non-conforming and noted there is a great deal of overlap between the uses allowed in Employment and Industrial.

Commissioner York stated going through this process to allow additional review of the physical expansion in the future is the proper thing to do and expressed support for the annexation.

Commissioner Shepard thanked staff for the slide showing the buildable lands inventory and commented on several recent changes of industrial properties to residential and other uses. He encouraged the Commission to be just as supportive of a property that may be going from residential to industrial uses in the future, but stated he would support the annexation.

Vice Chair Sass made a motion that the Fort Collins Planning and Zoning Commission recommend that City Council approve the proposed Heritage Annexation– ANX24001 – of 24.84 acres northeast of the intersection of International Boulevard and Mexico Way within the East Mulberry Enclave and the proposed Zoning of Employment (E). This complies with all applicable land use code procedures and requirements, and the Commission adopts the information, analysis, findings of fact and conclusions contained in the staff report included with the agenda materials for this hearing. This decision is based upon the agenda materials, the information and materials presented during the work session and this hearing, and the Commission discussion on this item. Commissioner Katz seconded the motion. Yeas: Peel, Katz, Connelly, York, Sass, Shepard, and Stackhouse. Nays: none.

THE MOTION CARRIED.