TOWN OF MILLIKEN
PLANNING COMMISSION
MEETING HOUSE, 1201 BROAD STREET

WEDNESDAY, JULY 6, 2016 7:00 P.M.

The Planning Commission of Milliken convened into regular session on the 6th Day of July, 2016. Those present were: Chair Tim Woodcock Commissioners: Dave Watson, Mitchell Portella, Shellie Satterfield, Andrew Hladik and Ron Blackmer. Also present: Community Development Director Martha Perkins, Community Engagement Specialist/Planner Seth Hyberger, Town Administrator Kent Brown and Town Clerk Cheryl Powell.

Absent: Vice-Chair Dave Bernhardt.

Chair Woodcock called the meeting to order and led the audience in the Pledge of Allegiance.

Call to Order Pledge of Allegiance

Agenda Approval Additions/Deletions to Agenda

Community Development Director Perkins indicated there were no changes from staff.

Citizens Comments

None

Minutes of Previous Meeting

Minutes for the June 15, 2016 meeting approved as distributed.

Commissioner Watson motioned to approve the minutes. Commissioner Satterfield seconded.

All in favor, none opposed.

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 Planning Commission member or citizen so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Action Agenda.

There were not any items.

ACTION AGENDA

There were not any items.

DISCUSSION AGENDA

1. **Review and Approval to Set Public Hearing for Accessory Structures**

   Director Perkins reviewed the final draft of proposed changes to Chapter 16 of the Milliken Land Use Code as it relates to Accessory Structures. She explained that she, Community Engagement Specialist/Planner Hyberger and the Town's attorney Linda Michow took the Commission's recommendations and incorporated them into the draft Ordinance. Director Perkins reviewed each area that has been amended with the Commission.

   Discussion between the Commission was lot size to allow a trailer to be used as a temporary home while the homeowner builds his house and whether to allow staff to make the decision. Lot size and the number of structures, temporary accessory buildings and the Use Index were discussed.

   Consensus of the Commission was to remove the Use Index and bring the draft Ordinance back on July 20, 2016.

2. **Weld County Referral RECX16-0098 for Dale Cary**

   Weld County Referral RECX16-0098 for a two (2) lot Recorded Exemption for a parcel located east of and adjacent to County Road 17 and south of and adjacent to County Road 40 which ends at the northwest corner of the property. The Recorded Exemption would create two (2) lots – Lot A being approximately three (3) acres and Lot B being approximately eight (8) acres with a house and outbuildings.

   The Commission had no conflict.

INFORMATION AGENDA

- Update on Municipal Code Ordinances for the Board of Adjustment and Appointment of Commissioners in regard to the Alternate position.
- Special Board Work Sessions of possible interest to Commissioners.
  - CSU Professor's Beekeeping related discussion on July 13, 2016.
  - Sanborn Geospatial Solutions – GIS Consulting/Mapping on July 27, 2016.
- Update on updating the Land Use Code
- Update on the Coordinated Planning Agreement between the Town of Milliken and Weld County.

Seth Hyberger announced that the City of Evans wants to discuss their urban growth boundary area with Town staff.

Other Business

Unfinished Business

Adjournment

There being no further business, the meeting adjourned at 8:32 P.M.

Prepared by:

Cheryl Powell, Town Clerk

Approved by:

Tim Woodcock, Chair