

**City of Brighton  
Planning Commission  
Meeting Minutes  
February 27, 2017**

1. Call to Order/Roll Call

Chairman Smith called the meeting to order at 7:30 p.m.

The following Commissioners were present:

Jim Bohn	Susan Gardner
Michael Schutz	David McLane
Robert Pawlowski	Matthew Smith
David Petrak	Bill Bryan

**Motion** by Commissioner Gardner, supported by Commissioner Bohn, to excuse Commission Member Monet from tonight's meeting. **The motion carried 8-0-1.**

Also present was Nate Geinzer, City Manager; Michael Caruso, Zoning/Code Enforcement Associate; Brandon Skopek, Community Development Associate; Kari Jozwick, from Tetra Tech; Brad Maynes, City Attorney, and an audience of 1.

2. Approval of the January 23, 2017 Minutes

**Moved** by Commissioner Petrak, supported by Commissioner Pawlowski, to approve the minutes as presented. **The motion carried 7-0-2 with Commissioner Bryan abstaining.**

3. Approval of the February 13, 2017 Special Meeting Minutes

**Moved** by Commissioner Petrak, supported by Commissioner Schutz, to approve the minutes with the stipulation that the person who initiated the motions may not be accurate. **The motion carried 8-0-1.**

4. Approval of the February 27, 2017 Agenda

**Moved** by Commissioner McLane, supported by Commissioner Bohn, to approve the agenda as presented. **The motion carried 8-0-1.**

5. Call to the Public

The call to the public was made at 7:35 pm with no response.

**Old Business**

6. None

### **New Business**

7. Site Plan Amendment #17-001— 100 Brighton Interior Dr.

The applicant is requesting approval for a 56,400 square foot addition to the front of the existing TG Fluids facility on Brighton Interior Dr.

Mr. Skopak mentioned there will be some minor site improvements including minor concrete work and landscaping. He also stated that the proposed addition will encroach onto the required front yard setback but has been granted a variance by the Zoning Board of Appeals.

Commissioner Petrak asked about the number of full time employees at the facility.

The applicant stated they currently have 400 full time employees, but with the expansion they expect to hire 35 employees within 2 years.

Commissioner Petrak was concerned about the size of the parking lot given the number of employees.

The applicant stated the site currently has 319 parking spaces and 160 employees working during the day shift. During the other shifts they have 70 employees working.

Commissioner Bohn asked if Tetra Tech had any concerns with the site plan.

Ms. Jozwick stated that the applicant will be relocating the water main, but construction plans will be submitted to Tetra Tech after receiving comment from the Planning Commission and City Council. She recommends approval of the site plan.

**Moved** by Commissioner Petrak, seconded by Commissioner Pawlowski, to recommend to City Council approval of Site Plan Amendment #17-001—100 Brighton Interior Drive.

### **The motion carried 8-0-1.**

Commissioner Gardner thanked TG Fluids for their investment in the city.

8. Zoning Code Update & Discussion (Clearzoning / Giffels Webster)

Ms. Jill Bahm and Mr. Jason Bibby from Giffels Webster were present.

They reviewed proposed changes to the industrial uses and site plan review ordinances. They also discussed storm water standards.

Ms. Bahm stated the final draft of the zoning ordinance will be submitted April 3<sup>rd</sup>. A public hearing will be potentially scheduled for May 15<sup>th</sup>. The sign ordinance will be updated as well.

#### 9. 2017-23 Capital Improvement Plan Discussion

Mr. Skopek reviewed the Capital Improvement Plan (CIP) stating there are no major changes from last year's CIP. However, there are Downtown Development Authority (DDA) projects under review. He stated that DDA funding is laid out in the plan but no timeline is set for projects. The DDA will be holding a meeting to discuss budget/project prioritization to determine this.

City Hall shoreline restoration, Challis Road streetscape improvements, and voting equipment are larger items included in the plan, as well as the Water System Asset Management Plan and Comprehensive Master Plan.

A public hearing is scheduled for the Planning Commission meeting on March 20 for review, adoption, and recommended approval of the Capital Improvement Plan.

### **Other Business**

#### 10. Staff Updates

Mr. Skopek announced that the Master Plan will be presented at the City Council Meeting on March 16.

The Planning Commission was asked if they would prefer to receive their packets digitally or via hard copy.

Ms. Jozwick mentioned the work on city sanitary and storm sewers is going well and is close to being completed.

Mr. Geinzer announced the hiring of a new DPW Director. He also mentioned the re-starting of Cops and Coffee in March at Starbucks. There will be a morning and evening session for this.

#### 11. Commissioners Report

Commissioner Gardner asked that moving forward acronyms be spelled out in the minutes so the public can understand what they mean.

#### 12. Call to the Public

The call to the public was made at 9:01 pm with no response.

13. Adjournment

**Moved** by Commissioner Bryan, supported by Commissioner Petrak, to adjourn the meeting at 9:02 pm. **The motion carried 8-0-1.**

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*Bill Bryan, Secretary*

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*Wendy Ayala, Recording Secretary*