

**MINUTES OF THE REGULAR MEETING OF THE  
ARAPAHOE COUNTY PLANNING COMMISSION  
TUESDAY, MARCH 2, 2021**

<b>ATTENDANCE</b>	<p>A regular meeting of the Arapahoe County Planning Commission was called and held in accordance with the statutes of the State of Colorado and the Arapahoe County Land Development Code. The following Planning Commission members were in attendance:</p> <p>Jane Rieck, Chair; Richard Sall, Lynn Sauve, Kathryn Latsis, Chair Pro-Tem, Jamie Wollman, Rodney Brockelman, and Randall Miller.</p> <p>Also present were: Robert Hill, Senior Asst. County Attorney; Bill Skinner, Senior Planner; Jason Reynolds, Current Planning Program Manager; Loretta Daniel, Long Range Planning Program Manager; Jan Yeckes, Planning Division Manager; from the Open Spaces Department: Brett Collins, Grants and Acquisitions Manager; Shannon Carter, Director of Open Spaces and Intergovernmental Relations; Glen Poole, Operations Manager; Roger Harvey, Planning Administrator; Lizzie Mayer, Communications Business Partner for Open Spaces, Communication Services; and members of the public.</p>
<b>CALL TO ORDER</b>	<p>Chair Rieck called the meeting to order at 6:30 p.m. and noted a quorum of the Board was present. This meeting was held through the Teams platform and telephone call-in for public participation in public hearing items. Jason Reynolds, Current Planning Program Manager, explained the format of the meeting and how the public could provide public comment.</p>
<b>DISCLOSURE MATTERS</b>	<p>There were no Planning Commission member conflicts with the matters before them.</p>
<b>GENERAL BUSINESS ITEMS:</b>	
<b>APPROVAL OF THE MINUTES</b>	<p><b>The motion was made by Ms. Wollman and duly seconded by Mr. Brockelman to accept the minutes from the February 16, 2021, Planning Commission meeting, with the following revisions:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Page 5 should read, “Mr. Sall complimented the design of the building” rather than “complemented.”</b></li> <li>▪ <b>Also Ms. Rieck asked to confirm the presenter for the item to see whether it was correct. (Staff confirmed Mr. Peer is who presented for SDP20-002).</b></li> </ul>

	<b>The motion passed unanimously.</b>
<b>REGULAR ITEMS:</b>	
<b>ITEM 1</b>	<p><b>CASE NO SD21-002, PROSPER METRO DISTRICT AMENDED AND RESTATED SERVICE PLANS / SPECIAL DISTRICT (SD) – Bill Skinner, Planner; Public Works and Development, Planning Division</b></p> <p>It was noted legal noticing requirements were met for the application under consideration.</p> <p>Mr. Skinner introduced the application to revise the service plans for metropolitan districts serving the proposed Prosper development.</p> <p>It was noted those in attendance representing the Prosper Metro District application were Erica Montague, MaryAnn McGeady, and Jeff Vogel.</p> <p>Ms. Montague presented a PowerPoint, a copy of which was included in the Board packets. She outlined the service plans for the metropolitan districts approved and previously amended in February 2015 and October 2019. She stated changes were proposed for consistency throughout the metro districts. She said there was no increase in debt authorization limits or mill levies. Sections including substantive textual changes were noted, and Ms. Montague walked the Planning Commission (PC) through the text changes.</p> <p>Ms. Rieck opened the hearing for public comments. There were no public comments. The public hearing was closed.</p> <p><b>It was moved by Ms. Wollman and duly seconded by Ms. Sauve, in the case of SD21-002, Prosper Metropolitan District Service Plans Amendment, that the Planning Commission reviewed the staff report, including all exhibits and attachments, listened to the applicant’s presentation and any public comment as presented at the hearing, and moved to recommend approval of this application based on the findings in the staff report, subject to the following conditions:</b></p> <ol style="list-style-type: none"> <li><b>1. Not less than fourteen (14) days prior to the date of issuance of any Bonds (excluding refunding Bonds), the issuing District shall provide the County Planning Division with notice of the District’s intent to issue Bonds</b></li> </ol>

	<p>together with the District’s plan of finance for the issuance of the Bonds and a report, or an updated report if one was previously issued, from a third party market research firm or a market research analyst that has been engaged in analyzing residential and commercial market conditions for at least five (5) years (the “Market Analyst”), that it has reviewed the financial projections utilized in sizing the proposed Bond issuance and the District’s ability to meet the debt service requirements of such Bonds including, but not limited to, absorption rates, valuation, growth and inflation rates and has evaluated the same in comparison to current and projected market conditions for Arapahoe County and/or such other areas deemed by such Market Analyst to be comparable, and that such financial projections are reasonable. Additionally, on the date of closing for the Bonds, the issuing District shall deliver to the County Planning Division an opinion of counsel that the Bonds are being issued in compliance with the applicable provisions of the District’s Service Plan.</p> <p>2. The applicant will make continuing changes or modifications to the Service Plans to address conditions of approval recommended by the Planning Commission or BOCC, if any.</p> <p>The vote was:</p> <p>Ms. Rieck, Yes; Ms. Sauve, Yes; Mr. Miller, Yes; Mr. Sall, Yes; Ms. Latsis, Yes; Ms. Wollman, Yes, Mr. Brockelman, Yes.</p>
<p><b>STUDY SESSION ITEMS:</b></p>	
<p><b>ITEM 1</b></p>	<p><b>CASE NO LR21-001, OPEN SPACES MASTER PLAN – Brett Collins, Grants and Acquisitions Manager, Open Spaces Department</b></p> <p><u>Representing the project team:</u></p> <p>Brett Collins, Grants &amp; Acquisitions Manager, Open Spaces  Glen Poole, Operations Manager, Open Spaces  Roger Harvey, Planning Administrator, Open Spaces  Shannon Carter, Director of Open Spaces &amp; Intergovernmental Relations</p>

	<p>Lizzie Mayer, Communications Business Partner to Open Spaces, Communication Services Chris Geddes, Design Workshop Anna Laybourn, Design Workshop</p> <p>Mr. Collins introduced the project team and explained that the purpose of the study session was to review progress on the draft Open Spaces Master Plan. He reported this was the second study session with the Planning Commission on the master plan process. He stated, following final review by OSTAB and adoption by the Board of County Commissioners, the approved master plan would be brought back to the Planning Commission for adoption, by reference, as an element of the Comprehensive Plan.</p> <p>Mr. Carter provided a history of the Open Spaces master planning efforts that occurred a number of years ago and outlined the current work effort. A staff report and a copy of the document on the master plan process and recommendations were provided to the Planning Commission for the study session.</p> <p>Anna Laybourn and Chris Geddes, Design Workshop, presented a PowerPoint, which was included with the board packet. They explained the project was in the Strategies, Priorities &amp; Action Plan phase, and input would be incorporated into the Draft Master Plan during March. They explained the public engagement, to date, was summarized.; further, common themes and priorities heard during the outreach were summarized and fell into five general categories. The team presented survey results were also presented and Master Plan key objectives and priorities were outlined and explained in greater detail using maps and exhibits. It was noted Programming; Operations &amp; Maintenance were key pillars of the Open Spaces mission. These efforts were outlined. It was noted aligning County plans and policies were also important aspects of the process and would have implications for the Land Development Code, as well as, for the Comprehensive Plan. Securing a sustainable future for the Open Spaces program, through reauthorization of the open space sales and use tax, would be critical to their success. Anticipated changes would be to increase the percentage of the tax specified for maintaining the expanding inventory of properties and extending the sunset time period. It was noted a town hall meeting was planned for March 25<sup>th</sup> and public comment would be taken from March 23<sup>rd</sup> through April 12<sup>th</sup>.</p> <p>Ms. Laybourn, Mr. Carter, Mr. Poole and Mr. Collins answered questions from the Planning Commission about process, land acquisitions that had occurred, land values, partnering with other</p>
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	<p>agencies to help cover costs, role of the Colorado lottery in funding open spaces at the local level, and whether additional acquisitions were needed or making lands already owned by the County more accessible to the public.</p> <p>There were also Planning Commission comments about the need for provisions within the Land Development Code to assist with dedicating open space lands in relation to land development and to meet the needs for parks, including dog parks.</p> <p>There were questions about the corridors outlined and how private properties in the east county, including along the I-70 corridor, might be affected.</p> <p>Mr. Carter noted that the highlighted corridors indicated that an effort was being made to look at areas strategically, rather than relying on opportunity. He stated any number of open space uses could occur within the general corridors noted on the map, such as trail connections, conservation easements, picnic areas, or other types of uses.</p>
<b>ANNOUNCEMENTS AND QUESTIONS</b>	<p>Ms. Sauve explained that her previous appointment on the board had been to fill an unexpired term of a Planning Commissioner who had resigned. She reported having received notification from Commissioner Jackson that she had been appointed to a new full term as a Planning Commissioner.</p>
<b>ADJOURNMENT</b>	<p>There being no further business to come before the Planning Commission, the meeting was adjourned.</p>