



**MEETING OF THE PLANNING COMMISSION BOULDER COUNTY, COLORADO**

**Regular Meeting Minutes**

**March 16, 2022, 3:00 p.m.  
Virtual PC Meeting**

Commissioners Present: Ann Goldfarb  
Sam Libby, Chair  
Sam Fitch  
Gavin McMillan  
Mark Bloomfield, Vice Chair  
Dave Hsu

Commissioners Excused: Lieschen Gargano

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**1. CALL TO ORDER**

The meeting was called to order at approximately 3:03 p.m. by Chair Sam Libby.

**2. ROLL CALL**

**3. APPROVAL OF MINUTES/MISCELLANEOUS BUSINESS**

3.1 Approval of meeting minutes from January 19, 2022

**MOTION: Ann Goldfarb MOVED that the Boulder County Planning Commission APPROVE the meeting minutes from January 19, 2022.**

**SECOND: Mark Bloomfield**

**VOTE: Motion PASSED {6:0}**

**4. STAFF UPDATES**

Kim Sanchez, Deputy Director, congratulated Ann Goldfarb for her reappointment to another term on Planning Commission. She noted that Todd Quigley and Melanie Nieske's terms both ended. The BOCC is currently discussing fulfillment of the two

vacancies on Planning Commission. She also noted that the Article 19-500 regulations item has a start time of 5pm.

**5. ITEMS**

**5.1 Docket SU-20-0005: Hillside School Modification (Starting at 3:00 p.m.)**

Sam Walker, Planner II, presented the application for Hillside Learning Center, modification to an existing Special Review and Site Specific Development Plan (SU-03-09) to construct a new 10,500-square-foot school building with 12 new classrooms for up to 68 students total on an approximately 1-acre parcel. The proposal location is in the Suburban Residential zoning district at 7415 Lookout Road, located on the north side of Lookout Road approximately 650 feet west of its intersection with N. 75th Street, in Section 1, Township 1N, Range 70W.

**PUBLIC HEARING OPENED**

**SPEAKERS:** Genevieve McGregor - 271 Pheasant Run; Mary Eldred - 5376 Gunbarrel Circle; Chia Solari - 2193 Madison Drive; Kym Hansler - 5411 Gunbarrel Circle; DeeDee Correll - 4004 Periwinkle Lane; Jeannine Wyer - 2895 Stephens Road; James Simpson - 2605 Tumwater Lane; Rob Renegar - 5400 Gunbarrel Circle (Pooled time with Chrissy Renegar - 5400 Gunbarrel Circle); Gail Sutor - 5604 Bowron Pl; John Toth - 4865 6th Street; Eddie Connolly - 3703 Telluride Circle; Michael Bucey - 2605 Kohler Drive; Brian Biffle - 2010 Balsam Drive; Suzanne Neuman - 1067 Marble Court; Tegan Corradino - 825 Union Ave.

**PUBLIC HEARING CLOSED**

At approximately 5:05 p.m., Commissioner Sam Fitch departed the virtual meeting.

**MOTION: Gavin McMillan MOVED that the Boulder County Planning Commission CONDITIONALLY APPROVE and recommend to the Board of County Commissioners CONDITIONAL APPROVAL of Docket SU-20-0005: Hillside School Modification with the 17 conditions in the staff report and one additional condition asking the applicant to submit a lighting plan for review and approval to the county planning staff prior to building permit submittal.**

**SECOND: Mark Bloomfield**

**CONDITIONS OF APPROVAL:**

1. The applicants shall provide a Development Agreement, for review and approval by County staff, prior to the issuance of a permits by the Boulder County Community Planning & Permitting Department and prior to the recordation of said agreement within one year of approval.
2. Prior to the issuance of a Certificate of Occupancy for Phase 1, the Hillside School must submit evidence that the school has obtained all applicable local, state, and federal permits for operation of the school.
3. The development must meet all requirements outlined in the Building Safety and Inspection Services Team referral response and the Building Code, including

but not limited to:

- a. Building Permits;
  - b. Minimum Plumbing Fixtures;
  - c. Accessibility;
  - d. Design Wind and Snow Loads; and
  - e. Plan Review
4. The size of the development is approved as proposed in the revised calculations sent to staff on March 09, 2022. The total approved floor area is 14,238 square feet, including the 6,719-square-foot building (to be located north of the existing building) in Phase 1 and the 7,519-square-foot building that will replace the existing school building in Phase 2.
  5. The maximum number of students allowed to attend the school is 136, split into a morning session and an afternoon session of 68 students each.
  6. The submitted site plan dated 11/10/2021 is approved as proposed.
  7. At building permit submittal, the plans should show access for fire apparatus within 150 feet of all ground-level areas of the building exterior.
  8. At building permit submittal, the applicant must include a letter or other written confirmation from the City of Boulder expressly confirming that the city has no concerns with the following elements of the proposal:
    - a. Anticipated traffic impacts as identified in the Transportation System Impact Study dated 09/16/2020; and
    - b. The proposed student drop-off/pick-up plan that utilizes two access points to Lookout Road (one from the Hillside School parcel and one from the Niwot United Methodist Church parcel).
  9. At building permit submittal, the application materials must include a copy of a City of Boulder access permit (or other documentation of access permission) for each point of access to Lookout Road.
  10. At building permit submittal, a revised parking plan must be submitted with the permit application that includes:
    - a. Clear identification of the required 48 designated parking spaces for the school, including those which will be located on the Niwot Methodist United Church Property;
    - b. Dimensions and labels as necessary to demonstrate compliance with the Standards' ADA parking requirements, including the provision for two ADA-accessible spaces, at least one of which must be van-accessible;
    - c. Provision for the minimum of four required bicycle parking spaces;
    - d. Clear identification of where students will be dropped-off/picked-up and a traffic circulation pattern for vehicles used during drop-off/pick-up. If the drop-off/pick-up location(s) will be located off site, the plan must identify how students will get from those locations to the main entrance of the school; and
    - e. The locations and type of EV parking to demonstrate compliance with article 4-516.W.5.c of the Code.
  11. Plans submitted for permit must identify designated staging and worker parking areas.

12. The maximum height allowed for construction is 30 feet above existing grade.
13. The revised elevations dated 03/03/2022 are approved as proposed.
14. The submitted landscaping plan dated 11/10/2021 is approved as proposed.
15. Prior to issuance of building or grading permits, details regarding the placement and construction of the silt fencing or other appropriate erosion control measures must be submitted to and approved by the Community Planning & Permitting Department. The silt fence must be installed before construction commences and remain in place until vegetation is sufficiently established on the disturbed soil.

Prior to any grading or site disturbance, the silt barrier location and materials must be installed as required per the approved plans.

At the time of the footing foundation inspection and all subsequent inspections, the Community Planning & Permitting Department must confirm the silt barrier location and materials have been installed as required per the approved plans. Any other areas on site are subject to installation of silt fences, if needed.

16. At building permit submittal, a revised drainage study must be included with the application materials that provides for consistent hydraulic details. The plan must be signed and stamped by a Colorado registered Professional Engineer, Landscape Architect, or Architect.

a. The drainage study includes hydraulic analysis for 8-inch and 10-inch PVC pipes in Appendix C; however, plan sheet C1.0 Drainage Plan in the application materials identifies 8-inch and 6-inch pipes, and the sheet notes mention the use of 4-inch perforated pipes. These issues must be rectified on the revised plan.

17. The applicants shall be subject to the terms, conditions, and commitments of record and in the file for docket SU-20-0005 Hillside School Modification.

18. The applicants will submit a lighting plan for review and approval to the county planning staff prior to building permit submittal.

**VOTE: Motion PASSED 5:0**

At approximately 5:15 p.m., the Planning Commission took a 5-minute break. They reconvened at approximately 5:20 p.m. Commissioner Fitch also rejoined at this time.

5.2 Docket DC-22-0001: Text Amendments to Article 19, Procedures Following Disasters, to Add Article 19-500 (Marshall Fire 2021) (Starting at 5:00 p.m.)

Kim Sanchez, Deputy Director of Planning, and Hannah Hippely, Planning Division Manager, presented docket DC-22-0001: Text Amendments to Article 19, Procedures Following Disasters, to Add Article 19-500 (Marshall Fire 2021).

**PUBLIC HEARING OPENED**

**SPEAKERS:** Edward Yagi - 1515 Big Owl Road; Ellen Berry - 5743 Marshall Dr.;

Mark Gerwing - 3675 Silver Plume Lane; Thomas Hauser - 903 Paragon Drive;  
Jeannie and Zane Blackmer - 6087 Marshall Road; John Stevens - 6420 Gunpark  
Dr. Ste. D; Phil Bostley - 963 Paragon Drive.

**PUBLIC HEARING CLOSED**

**MOTION: Mark Bloomfield MOVED that the Planning Commission APPROVE  
and recommend to the Board of County Commissioners approval of Docket DC-  
22-0001, Marshall Fire Land Use Code Text Amendment inclusive of  
amendments to the text presented by staff today.**

**SECOND: Sam Fitch**

**VOTE: Motion PASSED 6:0**

**6. ADJOURNMENT**

The meeting was adjourned at approximately 7:42 p.m.