



## WESTMINSTER

**CITY OF WESTMINSTER**  
**PLANNING COMMISSION**  
Meeting Minutes  
August 12, 2025-DRAFT

1. ROLL CALL

The meeting was called to order at 7:00 pm by Secretary Jennifer Baden. Present were Commissioners Timothy Pegg, Kevin Kinnear, Richard Mayo, Chennou Xiong and Lawrence Dunn. Excused from attendance were Chair Jim Boschert, Vice Chair David Carpenter, David Tomecek and Tracy Colling. Also present: Staff members Associate Planner/Secretary Jennifer Baden, Planning Aide Veronica Garcia, Principal Planner Jacob Kasza, Senior Planner Nathan Lawrence, Planning Manager John McConnell, Assistant City Engineer Development & Mobility Heath Klein, Development Engineering Administrator Heather Otterstetter, Economic Development Manager Stephanie Troller, Plans Examiner Supervisor Jessica Arvanites, Open Space Supervisor Joe Reale, Fire Marshall Jim Gagliano and Deputy City Attorney Greg Graham.

With the roll called, the Secretary announced to the Commissioners and the audience that due to the absence of the Chair and Vice Chair, the Commission members that were present would need to vote on an Acting Chair for the meeting.

The Secretary asked for a nomination motion.

Commissioner Xiong nominated Commissioner Mayo.

Commissioner Kinnear seconded the motion.

There were no other nominations.

A roll call vote was taken and the motion passed (5-0),

With the roll being called, Acting Chair Mayo, stated that both alternate Commissioners would be voting. Commissioners Kinnear and Pegg served as Alternates.

2. CONSIDERATION OF MINUTES

Meeting Minutes from June 24, 2025.

Commissioner Dunn made a motion to approve the minutes from the June 24, 2025, Planning Commission meeting. Commissioner Kinnear seconded the motion. The minutes were unanimously accepted (5-0).

3. CONSIDERATION OF NEW BUSINESS AND PUBLIC HEARINGS

3a) Public Hearing and Recommendation of Three Comprehensive Plan Amendments, a Rezoning, and a Preliminary Development Plan for a 75.5-Acre Parcel Located East of US-36 and Westminster Boulevard, South of West 104th Avenue and West of Waverly Acres Planned Unit Development.

Acting Chair Mayo opened the public hearing at 7:05 pm.

Nathan Lawrence, Senior Planner, entered into the record the agenda memorandum, attachments, PowerPoint presentation, certification of mailed notice, certification of posted notice, and public notice affidavit of publication from the Westminster Window. Notices were provided by the required deadline. Mr. Lawrence narrated a PowerPoint presentation for the proposal to:

a. Hold a public hearing.

b. Recommend that the Planning Commission:

Recommend City Council approve the three Comprehensive Plan amendments for the approximately 75.5-acre subject property. This recommendation is based on the finding that the three Comprehensive Plan Amendments comply with the criteria in Section 11-5-21 of the Westminster Municipal Code, and

Planning Commission recommend City Council approve the rezoning for the approximately 75.5-acre subject property. This recommendation is based on the finding that the rezoning complies with the criteria in Section 11-5-14 of the Westminster Municipal Code, and

Planning Commission recommend City Council approve the Preliminary Development Plan for the approximately 75.5-acre subject property. This recommendation is based on the finding that the Preliminary Development Plan complies with the criteria in Section 11-5-14 of the Westminster Municipal Code.

Acting Chair Mayo asked the applicant if hospice care would be a service. The applicant responded hospice care will not be offered on site, but residents would be allowed to bring hospice care into their units as part of their own care.

Acting Chair Mayo asked if the units would be for sale or rent. The applicant responded that this model is neither for sale nor for rent. Erickson is a contract-based product with an entrance fee and a monthly service fee.

Acting Chair Mayo asked about the salaries that were shown in the presentation and for clarification on the employment opportunities. The applicant team clarified the job types and pay range for their workforce plan.

Commissioner Dunn asked staff about the consideration of employment flex use. Ms. Troller responded that the City commissioned a study with Colorado University's School of Leeds Business to examine the economic impact of the change of land use. Ms. Troller stated that while the original land use designation of employment flex is the best land use, the current market rate for office vacancies offers a consideration for the change.

Commissioner Dunn asked the applicant to explain why there are no elevation drawings with the Preliminary Development Plan (PDP) and if information such as building heights are available. The applicant explained they would be between four stories to 65 feet tall, but until the Original Development Plans (ODPs) are designed, the layouts are conceptual and subject to change.

Commissioner Kinnear asked the applicant to explain how the facility would address affordable housing. The applicant responded the units are priced at market rate and affordability cannot be addressed.

Commissioner Kinnear asked the applicant about rebates and refunds that would be sought due to cash-in-lieu agreements. The applicant responded the calculation used for the cash-in-lieu agreements is higher than previous projects, so rebates would likely be pursued to the expectation of low-impact use of shared-costs by future residents.

Commissioner Kinnear asked the applicant about expected water usage and the high percentage increase that was found in the staff analysis. The applicant explained the water usage would meet the target reduction goal based off both the 2013 and 2040 Comprehensive Plans due to lower water usage of senior living facilities when compared to mixed use and multi-family housing, and water efficiency measures that would be in place at the facility. Commissioner Kinnear asked for clarification if the water usage would be higher than the original employment flex land use designation, in which the applicant agreed however, a comparison was made to possible secondary uses the site would allow such as manufacturing facilities and hotels.

Acting Chair Mayo asked the applicant to explain the impact of the water treatment facility and its correlation with water usage. The applicant responded employment flex sees higher water usage per acre and when the water treatment facility is excluded, it goes to the quasi-public land use designation, which is a lower water usage category per land use designation.

Commissioner Dunn asked for a recess.

Acting Chair Mayo resumed the meeting and opened the public testimony at 8:21 pm.

There was public testimony in support of employment opportunities, economic vitality, and the need for senior housing with amenities.

There was public testimony citing concerns with impacts on open space, traffic, the need for affordable for senior housing, decrease of property values for adjacent neighbors due to diminished views, employment opportunities being part time and not full time, water usage, impacts to Standley Lake, maintenance of the greenbelt on site, street maintenance, infrastructure maintenance, visitor parking on site, view corridor impacts, concerns with a for profit corporation receiving non-profit status tax advantages, cost of the contract based model not being affordable which appears to create housing for non-Westminster residents, limited public access, Employment Flex would allow unrestricted access, lack of Westminster residents input, increase in demand for emergency services, decrease in the general fund, and the loss of tax revenue due to the potential Comprehensive Plan designation change.

Acting Chair Mayo closed the public testimony at 9:11 pm.

Staff was given an opportunity to clarify statements presented to the Commission:

1. The trails that would be constructed by the applicant would be for campus use and closed to the public.
2. The location would be within the Jefferson County Public School district as opposed to the Adams County School district, where Westminster Public Schools is located, though students are expected to cross school districts for vocation training and use.
3. The road the City is directing the developer to build is being required so that services can access the development.
4. The increase in water use is based on calculations including the approximate 74- acres of the applicant's site with the water treatment facility excluded and the analysis reflective of the City's 2040 Comprehensive Plan's change from flex use to urban multi-family.
5. Service calls would generate between 800-900 calls annually to the fire department.
6. The property has not been previously marketed.

Commissioner Xiong asked staff for clarification about the waivers that are being requested. Staff explained any waivers that are requested by the applicant would require a different process and would not be decided at the current hearing.

Commissioner Dunn stated that he felt the connection to affordability appears to be tenuous for some Westminster residents and this development could bring in fewer Westminster residents and more residents from other states.

Commissioner Pegg asked the applicant if they have any data on Westminster residents being the targeted resident at this site. The applicant said studies have shown between 60-70 percent of the residents would come from about 25-30-minute radius of the community and about 30 percent would come from outside the community.

Commissioner Kinnear asked the applicant if any other surrounding community have rejected this development. The applicant responded no and addressed the need for senior housing.

The applicant team clarified that the linear feet of the trail would be protected by an access easement and would be available to the surrounding public. The applicant also noted that with an employment flex land use, there is no Public Land Dedication (PLD) or trail requirements. The applicant then confirmed there would language added into a PDP addendum to include an access easement for the trail that would be constructed.

Commissioner Pegg asked staff if the City has water to support this development. Mr. Klein stated that while the applicant's data is different than the City's data, there is water available for this development.

Commissioner Pegg asked how much the increase in water would be due to the Comprehensive Plan designation change. Staff responded there would be an approximated 117-370 percent increase depending on the final density going off an urban multi-family land designation. Commissioner Pegg asked what the tap fees would be. Staff responded the data is not available at this time and would depend on the needs of each unique unit.

Commissioner Xiong asked staff to explain any strain on Police Officers. Staff responded the main area of senior crime would come from fraud cases and the increase in demand would likely affect the one officer on staff, though it could be worked out that other officers could assist in these crimes.

Commissioner Kinnear noted the lack of a fire station. Staff responded the proposed project is in a service gap area with longer response times. The applicant added the development of the road would alleviate to aid those response times.

Acting Chair Mayo stated he does not feel this project creates additional response time for fire services due to the land designation change, he feels this project is beneficial for seniors and offers choice and amenities.

Commissioner Xiong addressed the demographic shift that will be taking place in the country and the higher ratio of seniors who will need housing. There was also concern shared regarding future rebates the developer would be seeking, though it was noted that topic was not part of the current discussion.

Commissioner Kinnear acknowledged staff's approval land use change recommendation, but there were factors presented that required more time to decide.

Commissioner Pegg stated he feels this project meets the approval criteria and would offer more senior housing.

With all discussion concluded, Acting Chair Mayo called for a motion.

Commissioner Pegg made a motion to recommend City Council approve the three Comprehensive Plan amendments for the approximately 75.5-acre subject property. This recommendation is based on the finding that the three Comprehensive Plan Amendments comply with the criteria in Section 11-5-21 of the Westminster Municipal Code. Commissioner Mayo seconded the motion.

The secretary called for a discussion.

Commissioner Dunn stated he is not in support of this motion because of the information and testimony presented during the meeting and is concerned this development will not be comprised of Westminster residents.

Commissioner Pegg stated that the evidence heard tonight suggested 60-70 percent of residents that make up these communities come from a half hour radius and would therefore include residents from the metro area.

Acting Chair Mayo stated he agrees with Commissioner Pegg's comment.

The motion passed (3-2)

Commissioner Pegg made a motion to recommend City Council approve the rezoning for the approximately 75.5-acre subject property. This recommendation is based on the finding that the rezoning complies with the criteria in Section 11-5-14 of the Westminster Municipal Code.

Commissioner Mayo seconded the motion.

The motion passed (3-2)

Commissioner Pegg made a motion to recommend City Council approve the Preliminary Development Plan for the approximately 75.5-acre subject property. This recommendation is based on the finding that the Preliminary Development Plan complies with the criteria in Section 11-5-14 of the Westminster Municipal Code.

Commissioner Dunn seconded the motion.

The motion passed (3-2)

4. ADJOURNMENT

The meeting was adjourned at 9:54 p.m.

THE WESTMINSTER PLANNING COMMISSION

  
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Richard Mayo, Acting Chair

A full recording of the meeting has been posted on The City of Westminster website. [www.cityofwestminster.us/pc](http://www.cityofwestminster.us/pc)

