PLANNING COMMISSION REGULAR MEETING
MINUTES ADOPTED AS AMENDED
Zoom Webinar and/or Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

REGULAR MEETING
MINUTES ADOPTED AS AMENDED MINUTES

Wednesday, December 20, 2023, at 6:00 PM

Present:

Chair:	Julie Stout
Vice-Chair:	Derek Grimes
Commissioners:	Brittany Vandermark Kris Quandt Joe Pirrone Dan Spykstra David Rau

Absent:

Audience:

Staff:

Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Shani Porter, Town Planner
Leah Vanarsdall, Town Clerk

A. CALL TO ORDER

1. **Roll Call**

2. **Pledge of Allegiance**

3. **Public Comment**

The purpose of the Public Comment is for members of the public to speak to the Planning

Commission on any subject not scheduled on the agenda. To accomplish scheduled agenda items, comments should be limited to three minute for those attending in person or an appropriate time as deemed by the Chair. The Planning Commission shall make no decisions or take action on comments, but may choose to schedule the matter for a decision later. Those addressing the Planning Commission, please state your name and address. and sign-in.

4. **Approval of 11.15.23 Minutes**

MOTION WAS MADE BY Commissioner Pirrone, seconded by Commissioner Rau to Approve the 11.15.23 Minutes. All Commission Members present voting Yes,

MOTION PASSED

B. REGULAR MEETING

1. **Resolution PC-2023-06R:A Resolution of the Severance Planning Commission approving a Use by Special Review application to operate a Home Based Business on real property located within the Town of Severance, commonly known as 1790 Valley Brook Lane**

- Legislative
- Staff Presentation: Shani Porter, Town Planner

MOTION WAS MADE BY Commissioner Pirrone, seconded by Commissioner Vandermark to Approve **Resolution PC-2023-06R**:A Resolution of the Severance Planning Commission approving a Use by Special Review application to operate a Home Based Business on real property located within the Town of Severance, commonly known as 1790 Valley Brook Lane to include the Metro District approval. All Commission Members present voting Yes,

MOTION PASSED

2. **Resolution PC-2023-07R**: **A Resolution of the Severance Planning Commission approving a Use by Special Review application to operate a Home Based Business on real property located within the Town of Severance, commonly known as 1077 Mount Oxford Avenue.**

- Legislative
- Staff Presentation: Shani Porter, Town Planner

MOTION WAS MADE BY Commissioner Vandermark, seconded by Commissioner Pirrone to Approve **Resolution PC-2023-07R**: A Resolution of the Severance Planning Commission approving a Use by Special Review application to operate a Home Based Business on real property located within the Town of Severance, commonly known as 1077 Mount Oxford Avenue and to include Metro approval. Once State Approval has been received, the Town will issue the Business License. All Commission Members present voting Yes,

MOTION PASSED

C. COMMUNICATIONS

Commission approval may be sought for administrative actions in association with staff reports.

1. Town Staff

2. Town Management

3. Commission Members

4. Chair

D. ADJOURN

6:15 pm

TOWN OF SEVERANCE
PLANNING
COMMISSION

Commissioner Julie Stout, Chair

Town of Severance Town Seal
Incorporated 1920
Severance, Colorado

ATTEST:

Leah Vanarsdall, Town Clerk