

The regular meeting of the Hayden Planning Commission was called to order by Chair Williams at 6:00 p.m. Also in attendance were Commissioner David “Mo” Demorat, Commissioner Carly Kelly, Commissioner Ben Robbins, and Alternate Commissioner Katie Berning, Community Development Director Tegan Ebbert, and Project Management Specialist Kevin Corona.

Pledge of Allegiance

Chair Williams led the Pledge of Allegiance.

Approval of the Minutes

Chair Williams moved to approve the Planning Commission meeting minutes from October 24th, 2024, Commissioner Kelly seconded; the motion was approved unanimously.

**4GM Construction, Inc.
Shop; 402 Commerce
Street, Lot 27 Valley
View Business Park
Major Site Plan**

The applicant, Gilberto Vasquez, provided a brief presentation outlining his proposal. He shared that he moved to Hayden last year, having lived in the Valley for 15 years, and recently relocated to the Dry Creek neighborhood. Mr. Vasquez explained that he works in concrete and is excited to be part of the Hayden community. His proposal would enable him to establish his business in Hayden.

Walter Magill, from Four Points Surveying, offered additional comments. He explained that the project involves substantial concrete flatwork and highlighted that they have successfully accounted for drainage and landscaping needs. Mr. Magill noted that this proposal presents a great opportunity for the Valley View Business Park to welcome Mr. Vasquez's business. He concluded by asking the Planning Commission if they had any questions.

Deputy Town Manager Ebbert then provided the staff report, which detailed the proposal's mapping and location in relation to nearby businesses, including the Colorado Welding Institute. She noted that the parcel is 0.42 acres in size, which is typical for the Valley View Business Park. Additionally, she mentioned that Mr. Vasquez already owns the property. The proposal includes constructing a 3,600-square-foot shop primarily for storing materials and equipment related to his construction business. The building's intended use is limited to storage, with no workforce planned for the site.

The proposed building will feature three bay garage doors and seven parking spaces. Deputy Town Manager Ebbert clarified that, under the industrial zone district regulations, there is a 15% open space requirement, which has been met, as the landscaping exceeds the required amount. The project also adheres to dimensional standards for the district, and the building design complies with architectural structure and height requirements. One ADA-compliant parking space, which was not initially included in the site plan, will be added as a condition of approval.

Public Comments

She concluded with a recommendation for conditional approval, noting that the applicant will need to collaborate with the adjacent business to create a shared trail solution. The adjacent property owner also has that condition added to their (CO) Certificate of Occupancy.

Chair Williams asked if there were any public comments and in return there weren't any.

Roundtable

Chair Williams asks if a restroom is required. Deputy Town Manager Ebbert clarified that given the uses of the building it is not required. However, Mr. Vasquez confirmed that he will look to add one in the near future.

Commissioner Robbins states the business will fit right into the neighborhood.

Motion

Commissioner Kelly made a motion of approve and stated:

Findings of fact:

1. The proposal meets the standards of the Town of Hayden's Development Code, is in general conformance with the intent and purpose of the Hayden Forward Master Plan and preserves the health, safety and welfare of the citizens of the Town of Hayden.
2. As sidewalks have not been required historically in the interior of the Valley View Business Park, the waiver of the requirement that sidewalks be constructed is appropriate.

Subject to the following conditions of approval:

1. The effective date of this approval is the date upon which the Planning Commission approves the application. The approval shall expire one (1) years from its effective date, unless a building permit has been issued or an application for renewal of the Site Plan approval is approved pursuant to Section 10.16.020, Hayden Development Code (HDC).
2. Paved access, paved parking areas, and striping be installed prior to issuance of a certificate of occupancy/completion.
3. The required landscaping of three (3) trees and nine (9) shrubs shall be installed prior to the issuance of a certificate of occupancy/completion.
4. One (1) ADA accessible parking space shall be provided on the premise pursuant to 10.24.100(e)(4).
5. Exterior lighting fixtures shall be downcast, opaquely shielded, and light shall not extend beyond the property boundary.

6. The Site Plan shall be modified to show the construction of a 10-foot-wide soft surface trail connecting from Commerce Street to the trail/walkway located in Open Space A, Valley View Business Park, along/within the platted utility/trail easement adjacent to the west lot line, and such be included as part of the landscaping plan. (Note: The developer of Lot 26 is subject to this standard for their proposed construction but has not yet been installed, and it is recommended that the applicants coordinate to create a single 10' trail alignment.)
7. A backflow device will be required to be installed after the water meter and the meter shall be in a location approved by the Hayden Public Works Department.

The decision was approved unanimously.

Staff Reports

Deputy Town Manager Ebbert provided an update on the ongoing negotiations with a consultant who will be working on updating the Town's land use code. She mentioned that the contract edits are currently in progress and are expected to be approved at the next Town Council meeting on March 6, 2025. She added that the consultant is highly regarded within the state of Colorado, and the Town staff is excited to move forward with this important work.

There is a site plan that we have not received yet for a multi-family housing project. We are in the referral process at the moment.

She also mentioned the status of The Wember Groups Moonlit Meadows application. She mentioned they needed to finish a few components to their application.

Adjournment

The meeting was adjourned at 7:40PM

Recorded by:


Kevin Corona

APPROVED THIS 8th DAY OF May, 2025


Amy J. Williams, Chair