

City of Arvada

Planning Commission Agenda

AUGUST 5, 2026
CITY COUNCIL CHAMBERS
Regular Business

Commission Members:

Tim Knapp
Brandon Figliolino
Tom Alijinovich
Eric Doner
Andrew Gay
Derek Hammer
Miriam McGilvray

Staff Members Usually Present:

Jessica Garner, Dir. of Community and Econ Development
Kelsy Sargent, Senior Assistant City Attorney
Rob Smetana, Planning Manager
Don Oliphant, Manager of Development Engineering
Josie Suk, Dep. Dir. of Community and Econ Development
Heidi Van Gieson, Administrative Specialist
Dixielee Rodriguez, Administrative Specialist

Info: 720-898-7435

The meeting will include an open comment period where participants will have three minutes to provide comments to the Commission. Members of the public who wish to provide public comment on any agenda item or during general public comment should go to www.arvada.org/PLNCOMMISSION for information about how to participate. If any member of the public wishes to submit written comment regarding the item on the agenda, you may submit comments in writing via email to the Planning Department at cedboardsandcommission@arvada.org. Comments must be received no later than 5 p.m. the day before the meeting. All timely comments submitted will be presented to the Planning Commission. Please contact Josie Suk with any questions at 720-898-7627.

PLANNING COMMISSION MEETING 6:15 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL OF MEMBERS
4. APPROVAL OF MINUTES
 - A. Approval of June 17, 2026 Meeting Minutes
5. GENERAL BUSINESS
 - A. Review and update Planning Commission Bylaws for New Meeting Times
6. REPORTS
7. PETITIONS & COMMUNICATIONS

8. PUBLIC HEARINGS

- A. City Water Treatment Plant (WTP) Highway 93 - Comprehensive Plan Amendment, Annexations, Rezoning, Major Modifications and Height Exception for a 25.257-acre parcel of land generally located at 6809 SH 93
1. CP2026-0004, A Resolution by the Planning Commission for the City of Arvada, Colorado to Amend the 2014 Arvada Comprehensive Plan Land Use Designation Pertaining to the City WTP Highway 93 Parcel From Mixed-Use to Public/Quasi-Public, A Parcel of Land Generally Located at 6809 SH 93
 2. An Ordinance Annexing City WTP Hwy 93 Annexation No. 1, a 17.885 acre parcel of land located at 6809 SH 93
 3. An Ordinance Annexing City WTP Highway 93 Annexation No. 2, a 9.016-acre parcel of land located at 6809 SH 93
 4. An Ordinance Rezoning City WTP, a 25.257-acre parcel of land approximately located at 6809 SH 93 from Jefferson County P-D (Planned Development) to City of Arvada OS (Open Space)
 5. Major Modification from Section 4-7-2-1.H of the Land Development Code regarding Security Fencing for City WTP Highway 93, generally located at 6809 SH 93
 6. Major Modification from Section 5-1-2-3.C.8.C of the Land Development Code regarding Maximum Roofline Length for City WTP Highway 93, generally located at 6809 SH 93
 7. Major Modification from Section 5-1-2-3.C.6.b.i of the Land Development Code regarding Windows for City WTP Highway 93, generally located at 6809 SH 93
 8. Height Exception from Section 2-1-3-1.C of the Land Development Code for the City WTP Highway 93, generally located at 6809 SH 93

9. OTHER ITEMS

10. ADJOURN



SUMMARY MINUTES OF PLANNING COMMISSION ACTION HELD

June 17, 2026

Planning Commission meeting minutes are not an exact transcript and represent key points and the basis of discussion.

1. CALLED MEETING TO ORDER– By Tim Knapp at 6:15 P.M.

2. PLEDGE OF ALLEGIANCE

3. NEW BUSINESS

Swearing in of Derek Hammer

4. ROLL CALL OF MEMBERS

Those present: Andrew Gay, Brandon Figliolino, Tom Aljinovich, Eric Doner, Miriam McGilvray, Tim Knapp, Derek Hammer

THOSE ABSENT

None

ALSO PRESENT: Rob Smetana, City Planning Manager; Jessica Garner, Director of Community and Economic Development; Janelle Strickler, Ass't. City Attorney II; Josie Suk, Deputy Director of Community and Economic Development; Chris Sandine, Sr. Planner-Long Range; Don Oliphant, Ass't City Engineer; Dixielee Rodriguez, Development Technician III, Recording Secretary.

5. APPROVAL OF MINUTES

May 6, 2026. The minutes stand approved as printed.

6. GENERAL BUSINESS

None

7. REPORTS

None

8. PETITIONS & COMMUNICATIONS

None

9. PUBLIC HEARINGS

A. A Major Modification for Driveway Material for Lane ADU, a 0.34-acre parcel of land generally located at 6800 W 55th Ave, Arvada, CO 80002

Mr. Knapp swore in all guests that will be speaking.

Mr. Knapp opened the public hearing.

Mr. Knapp asked if all of the required documents were in order.

Mr. Sandine stated the publication, mailed notice and signs posted on the property were in order. The Mailing affidavit and posting log has been received and are in order also.

Mr. Knapp entered into the record the staff report, posting log and affidavit, mailing affidavit.

Mr. Knapp asked Mr. Sandine to introduce the project.

Mr. Sandine introduced the project. Major modification in order to install crushed concrete. Recycled concrete is not allowed under the LDC. Staff recommends approval of the modification

Michael Lane, 6800 W 55th Ave, wants the driveway that is an existing original gravel driveway which extends to the back of property that is next to his home to use recycled gravel. He is a civil engineer and if the driveway is paved next to his home, this would cause a heat sink adjacent to his home and his neighbor's properties, and would do damage to the surrounding foundation. The neighbor removed 8-10 trees and shrubs along the driveway, which acted as a natural barrier between the two properties. The applicant has planted 8 trees and multiple shrubs to put back the barrier that was there between the two properties.

PUBLIC COMMENT

OPPOSED

Robert Schadek, 5510 Pierce Ct, when he had to do work in the Right of Way, he had to repair the area in front of his home. When Xcel came in and did work in that same area he felt they did not have to meet the same requirements as he did. He feels that everyone should have to follow the same rules. He has concerns about the ADU with a fire. Gravel could wash away, he quotes the LDC and feels that there are sections that contradict each other about parking.

SUPPORTS

Allen Chamberlain 5465 Columbine Dr., he is the applicant's neighbor directly behind the applicants property. He would also be affected by the "heat sink" the applicant spoke about in his presentation. The drainage that would be created from the asphalt pavement would affect his property/foundation. He is supportive of the Major Modification and feels it will be beneficial for both of them.

APPLICANT REBUTTAL

Mr. Lane, stated he appreciates Mr. Schadek comments. His house is older than Mr. Schadek and his foundation is far more sensitive due to the age of the structure.

QUESTIONS FROM THE COMMISSION

Mr. Gay clarified that the request pertains to the driveway replacement, not the proposed ADU. Mr. Lane explained that he wants to replace the existing driveway with a more structurally sound crushed concrete surface before ADU construction to minimize potential impacts to his home's foundation. Mr. Gay suggested a ribbon driveway with grass, but Mr. Lane said grass would be difficult to maintain due to water restrictions. When asked about potential dust from the crushed concrete, Mr. Lane said he was unaware of any concerns. Mr. Sandine noted that the applicant is proposing a crushed concrete surface, though alternatives such as pavers, a ribbon driveway with grass, or recycled gravel were discussed with the City. Mr. Lane stated that his current driveway is gravel and that he prefers to maintain a gravel-style surface.

Mr. Knapp asked whether the proposal required Engineering Department review and what requirements would apply to the alternative driveway material. Ms. Garner explained that the Planning Commission was only considering an alternative material approval and that Engineering review was not required at this stage. Mr. Lane said the driveway would use a previous fabric underlayment, which Mr. Oliphant confirmed was acceptable from an engineering perspective. After discussion, the applicant clarified that they do not want crushed concrete but instead wish to replace the existing driveway with recycled crushed gravel, matching the current gravel surface. Mr. Oliphant stated that a drainage report is not typically required for a single-family home unless drainage concerns arise, though Engineering will review the drainage during the building permit process and may require a report if necessary. He also noted that gravel provides good drainage and compaction. Staff explained that the property's unique conditions make the proposed material appropriate under the code. The Commission also discussed driveway width requirements, and Mr. Lane provided the driveway's measurements. Ultimately, the applicant confirmed that the proposal is to replace the existing driveway with recycled crushed gravel rather than crushed concrete.

MOTION:

It was moved by Mr. Aljinovich, that A Major Modification from the Land Development Code 4-5-3-1.E to install a crushed gravel Driveway and parking surface area at a single-family residence in combination with the construction of a new garage and accessory dwelling unit when required all off-street parking spaces is to be on paved surfaces, a 0.34-acre parcel of land generally located at 6800 W 55th Ave, City of Arvada, County of Jefferson, State of Colorado be recommended to City Council for approval stated in the Staff Report, Major Modification request, Page 5.

This motion is based on the findings of fact and approval criteria on Page(s) 4 & 5 of the Staff Report.

DISCUSSION OF MOTION

Mr. Figliolino wants staff to update/modify the description of the Major Modification to show recycled crushed gravel not concrete. He supports this Major Modification.

Mr. Gay stated he also supports this Major Modification.

Mr. Knapp wants to know what the future intent is. If the applicant decides to change the use for this property will this come back for review?

Mr. Sandine stated possibly, depending on the proposed change.

Those voting Yes: McGilvray, Ajinovich, Gay, Doner, Figliolino, Knapp, Hammer

Those voting No:

Those absent: None

The motion carried: 7-0

10. **OTHER ITEMS**

Staff would like to cancel the Planning Commission meeting for July 1st and 15th.

Mr. Figliolino moved to cancel these meetings.

Those voting Yes: McGilvray, Ajinovich, Doner, Gay, Figliolino, Knapp, Hammer

Those voting No: None

Those absent: None

The motion carried: 7-0

Mr. Smetana stated we have items for the August meetings and will most likely have both meetings.

Ms. Garner - reminder of the Comprehensive Plan workshop in August with City Council - These are joint sessions. On the advisory group from the Planning Commission are Mr. Aljinovich and Ms. McGilvray.

11. **ADJOURNED** at 7:10 P.M.

Tim Knapp, Chair

Tom Aljinovich, Secretary

Dixielee Rodriguez, Recording Secretary



REPORT TO PLANNING COMMISSION

AGENDA ITEM
5.A.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: Review and update Planning Commission Bylaws for New Meeting Times

Motion

I move that the bylaws be approved.

Prepared by:
Dixielee Rodriguez, Administrative Specialist

Reviewed by:

Approved by:

Josie Suk, Development Systems and Administrative Manager	07/17/2026
Rob Smetana, Planning Manager	07/17/2026
Kelsy Sargent, Assistant City Attorney	07/27/2026
Jessica Garner, Director of Community and Economic Development	07/27/2026

Enclosure, exhibits & attachments required to support the report



8101 Ralston Road, Arvada, CO 80002

To: Planning Commission and Board of Adjustment

From: Jessica Garner, AICP, Director of Community and Economic Development

Subject: Bylaws update to change meeting schedule

To the Members of the Planning Commission and the Board of Adjustment,

I am writing to formally request an amendment to the bylaws regarding our regular meeting schedule. Specifically, I request moving the scheduled meeting dates from the first and third Wednesday of each month to the second and fourth Wednesday of each month.

This change is requested to optimize staff resources and ensure the highest quality of support for the Planning Commission and the Board of Adjustment. Currently, City Council business meetings are held on the 1st and 3rd Tuesdays of the month. These meetings frequently require extensive preparation, late-night attendance, and immediate next-day administrative follow-up from staff. When a Planning Commission or Board of Adjustment meeting occurs the next day, it places an unsustainable operational strain on the team. Shifting the meetings to the second and fourth Wednesdays will provide a critical buffer week. This offset allows staff to properly manage Council deliverables before pivoting focus entirely to Planning Commission and Board of Adjustment agendas.

Thank you for your time, consideration, and continued partnership in serving our community.



Phone: **720-898-7000**



ArvadaCO.gov



711 Relay Colorado for Deaf, Hard of Hearing and Speech Disabilities



Planning Commission Bylaws

1. Meetings

A. Regular Planning Commission ("Commission") Meetings

The Commission shall meet in regular session on the 2nd and 4th Wednesday of each month. Meetings shall commence at 6:15 P.M. unless called earlier if requested by the Chair. The Commission may by motion dispense with any regular meeting. The place of meeting shall be the Council Chambers in the Municipal Building unless otherwise designated and properly noticed.

B. Special Meetings

Special meetings shall be called by the Recording Secretary on the written request of the Chair or any two (2) members of the Commission on at least twenty-four (24) hours written notice to each member of the Commission, the City Manager and the Manager of City Planning and Development ("Planning Manager"); but a special meeting may be held on shorter notice and without advance notice to the City Manager if all members of the Commission and the Planning Manager or the Manager's representative are present or have waived notice thereof in writing.

C. Continued Meetings

Any meeting of the Commission may be continued for more than one day, but no continuance shall be for a period longer than sixty (60) days.

D. Executive Session

The Commission may meet in executive session under the following rules of procedure:

1. An executive session may be convened on a vote by two-thirds of a quorum present at either a regular or special meeting;



2. Attendance at the executive session shall be limited to the members of the Commission and staff members required for advice and information;
3. No formal action shall be taken on any matter under discussion; and
4. The only items which may be discussed are those dealing with:
 - a. Conferences with the Commission's attorney for the purpose of receiving legal advice on specific legal issues;
 - b. Matters required to be kept confidential by federal or state law;
 - c. Consideration of documents protected by the Open Records Act;
 - d. Details of security arrangements or investigations; or
 - e. Personnel matters.

E. Quorum

A majority of the members of the Commission in office at the time shall constitute a quorum for the transaction of business at all Commission meetings. In the absence of a quorum, a lesser number may continue any meeting to a later time or date; and, in the absence of all members, the Recording Secretary may continue any meeting for not longer than two (2) weeks.

F. Canceling Meetings

At a regularly scheduled meeting, the Commission may vote to cancel a future meeting when it has been determined that no business items are scheduled.

In the event a determination has been made by staff that there are no items to be scheduled on the Commission agenda, the Chair may cancel the meeting or any portion of the meeting at his or her discretion. The Recording Secretary shall notify all Commission members of the cancellation.

2. Commission Officers

A. Chair

The Chair shall call the meeting to order at the hour appointed for the Commission meeting and conduct the meeting to its conclusion.

1. During the absence or disability of the Chair (or when there is a vacancy in the office of Chair), the Vice-Chair shall perform the Chair's duties.
2. During the absence or disability of the Chair and Vice-Chair (or when there is a vacancy in both offices), the Secretary shall perform the Chair's duties.
3. If none of the officers are present, then the members present shall select a person among the present Commission members to fulfill the duties of the Chair for the meeting.

B. Vice Chair

The Vice-Chair shall serve as Chair under the conditions described above in paragraph 2(A)(1).

C. Secretary

The Secretary shall serve notice of the meeting and sign the minutes. Additionally, the Secretary shall serve as Chair under the conditions described above in paragraph 2(A)(2).

The Secretary shall also approve the minutes of all meetings, and attest to the signature of the Chair on all documents, where necessary. In the absence of the Secretary, the Vice-Chair or Recording Secretary may sign any documents required to be signed by the Secretary. Commission officers shall perform such other duties as may be required or assigned by the State Statutes, the City Charter, City Ordinances, or these Bylaws.

D. Election of Officers

The Chair, Vice-Chair and Secretary of the Commission shall be elected for a period of two (2) years. Elections shall occur at the first regular meeting in June of each election year, or at the next regular meeting following the permanent vacation of any officer's seat on the Commission. Such vacancy shall be the first order of business at that meeting and the Planning Manager shall preside until the election of the Chair. Any member may nominate any member (including themselves) to fill the vacant position, and no second shall be required. Any nominee may decline the nomination. After nominations, each officer shall be elected by a majority vote of the Commission in the following order:

Chair, Vice-Chair, and Secretary. Until one person has received the vote of a majority of all members of the Commission, successive votes will be taken. Once the officers are elected, they will preside for the remainder of the current meeting.

E. Temporary Presiding Officer

In the case of the absence of the Chair, Vice-Chair, and Secretary, the Recording Secretary shall call the Commission to order and call the roll of the members. The Commission shall proceed to elect, by a majority vote of those present, a presiding officer of the meeting to act until the Chair, Vice-Chair, or Secretary appears.

F. Other City Personnel

1. Other Employees in Attendance

Other officers and employees of the City attending any session of the Commission shall be under the control and direction of the Chair during such session.

2. Recording Secretary

A City employee appointed by the Planning Manager shall serve as Recording Secretary of the Commission and shall keep minutes of the meetings and perform such other and further duties in the meeting as may be ordered by the Chair, Commission, City Manager, or Planning Manager.

The Recording Secretary will prepare summary minutes of each meeting, but the official minutes shall be the recorded transcript of the meeting. The Chair shall sign the summary minutes after approval and correction, and the Secretary shall attest to the Chair's signature. The Recording Secretary shall provide a copy of the summary minutes of all Commission meetings to each member of the Commission, and the City Council.

3. City Clerk

Publication of all official notices for the Commission shall be the responsibility of the City Clerk or other City employee appointed to do so by the City Manager.

4. City Manager

The City Manager or an appointed representative from his or her office may attend all meetings of the Commission. He or she may make recommendations to the Commission and may take part in discussions on all matters concerning the welfare of the City but shall have no vote in the meetings of the Commission.

5. Manager of City Planning and Development

The Planning Manager or an appointed senior staff member, and designated Planning Staff members shall attend all meetings of the Commission unless excused by the Commission or the City Manager. The Planning Manager shall keep the Commission fully advised as to all matters related to the planning and zoning conditions and needs of the City. The Planning Manager may make recommendations to the Commission and may take part in discussions on all matters coming before the Commission but shall have no vote in the meetings of the Commission.

6. City Attorney

The City Attorney shall, either in person or by deputy or assistant, attend all meetings of the Commission. Any member of the Commission may at any time call upon the City Attorney for an oral or written opinion to decide any question of law but not to decide upon any rule of procedure.

7. Other City Personnel

When the Commission needs to confer with the head of any department or any officer or employee of the City on any matter relating to zoning or planning, the Planning Manager shall be asked to request that such officer or employee attend any regular or special meeting.

3. Commission Members – Duties and Privileges

A. Oath

Each newly appointed Commission member shall take the oath of office at the first regular or special meeting of the Commission after the appointment of such Commission member.

B. Seating Arrangement

Members shall occupy the respective seats in the Council Chamber assigned to them by the Chair, but any two (2) or more members may exchange seats by joint written notice to the Chair.

C. Decorum and Order

The Chair shall preserve decorum and decide all questions of order, subject to appeal to the Commission. If a member transgresses the rules of the Commission, the Chair shall call the member to order, in which case they shall relinquish the floor unless permitted to explain. Signs or placards are prohibited in the audience area of the chambers.

D. Right of Appeal

Any member may appeal to the Commission, a ruling of the Chair. If the appeal is seconded, the member making the appeal may briefly state his or her reason for the appeal, and the Chair may briefly explain the reason for the ruling; but there shall be no debate on the appeal, and no other member shall participate in the discussion. The Chair shall then put the question, "Shall the decision of the Chair be sustained?" If a majority of the members present vote "Yes," the ruling of the Chair is sustained; if not, it is overruled.

E. Limitation of Debate

No member shall be allowed to speak more than once on any subject until every other member choosing to speak thereon shall have spoken, and no member shall speak more than twice upon any subject, nor for a longer time than ten (10) minutes, without leave of the Commission.

F. Making Motions

No motion presented by any member will require a second except a motion;

1. Appealing the decision of the chair, or
2. For the previous question.
3. The Chair will have the same rights and privileges of making

motions as any other member.

G. Disqualification of Member

No member of the Commission may participate in the debate or vote upon any question in which that member has a direct financial interest, other than the common public interest, or on any question concerning that member's own conduct. Request to be excused from participation in or voting upon a question for any other reason must be made before the vote is taken and shall require the consent of the majority of the Commission present. The requesting member shall state the reason for the request, and the Commission shall thereupon vote on the request without further debate. Any member refusing to vote, except when required to abstain by this paragraph shall be guilty of misconduct in office.

All members of the Commission serve at the pleasure of the City Council and may be removed at any time after a vote by the City Council pursuant to Arvada City Code Section 2-78.

H. Voting Passage and Failure of Motions

The vote by "Yes" and "No" shall be taken upon all motions and entered upon the minutes of the Commission proceedings. Any member may explain his or her vote after the motion is made or after the vote is taken. Such explanation shall be recorded in the minutes. A motion shall pass if it receives the affirmative votes of a majority of Commission members present and voting, except that any recommendation for an amendment to the Zoning Ordinance, including any rezoning, shall require the affirmative vote of the majority of all members of the Commission for passage.

Any motion for approval or recommendation of approval failing to receive a majority vote shall result in denial, or recommendation of denial, as the case may be.

I. Reconsideration of Vote

Any member on the prevailing side of a vote on a question may move for reconsideration of the question. Such motion for reconsideration will be in order only at the same meeting at which the original vote was taken or the next regular meeting thereafter, provided that the City Council has not yet acted on the Commission's original action. If the motion for

reconsideration passes, the Commission will then proceed to reconsider. If the action to be reconsidered is a public hearing, then the matter shall be heard in accordance with notice and public hearing requirements. The Chair may permit additional presentation prior to a vote on the issue at the discretion of the Chair or at the request of a majority of the members of the Commission. If the Commission reconsiders an issue, it may do so by voting on the original motion or by voting on a new motion made in the course of reconsideration. The reconsidered decision shall replace the initial decision as the decision of the Commission. After a motion for reconsideration has once been acted on, no additional motion for reconsideration thereof shall be made without unanimous consent of the Commission.

J. Personal Privilege

The right of a member to address the Commission on a question of personal privilege shall be limited to cases in which the member's integrity, character, or motives are assailed, questioned, or impugned.

K. Dissents and Protests

Any member shall have the right to express dissent from or protest against any action of the Commission and have the reason therefor entered upon the minutes of the Commission proceedings. Such dissent or protest must be filed in writing or made orally on the record, couched in respectful language and presented to the Commission not later than the next regular meeting following the date of the action protested; provided, however, that written dissents or protests not received prior to the deadline for inclusion in the materials forwarded to City Council shall not become part of the Commission record. Dissents or protests related to quasi-judicial matters heard by the Commission shall not include references to information or evidence which was not made part of the record presented to the Commission during the public hearing.

L. Attendance Required

A written report signed by the Chair and Secretary shall be sent to the City Council concerning any member of the Commission who has three unexcused absences from Commission meetings, for Council determination as to whether this should be cause for removal of that member from the Commission. Such report shall be sent to the Council within three (3) days following such member's third unexcused absence.

M. Excused from Attendance

No member shall be excused from attendance at a Commission meeting except upon roll call and then only by a vote of the majority of the members present. If the majority of members present do not vote to excuse the member from attendance, it shall be considered an unexcused absence.

1. Members shall notify the Chair or City staff at least 48 hours before a meeting for an absence to be considered as an excused absence.
2. In the event of an emergency, members shall notify the Chair or City staff as soon as possible; absences due to an emergency will be considered for excusal without the 48 hour notice requirement. If the emergency prevented the member from contacting anyone prior to the meeting, the Commission may revisit an unexcused absence and vote to determine if the absence should have been excused at the next scheduled business meeting.

N. Excused During Meeting

No member may leave the Council Chamber while in regular session without permission from the Chair.

4. Commission Procedure

A. Delivery of Agendas, Staff Report and Related Materials

On the Thursday preceding any regular Commission meeting, the agenda showing the order of business, copies of communications, staff reports with supporting documents, and other items relating to the business to be conducted at the meeting will be posted on the City's website, and packets will be available electronically or for pickup by the Commission. If the Planning Manager finds that the materials will not be available by the Thursday preceding the meeting, the Recording Secretary shall notify the Commission members that distribution of materials will be late.

B. Order of Business

The business of all regular meetings of the Commission shall be

transacted in the following order unless the Commission, by a vote of at least two-thirds of the members present, shall suspend the rules and change the order. Within each numerical heading, the Commission's agenda shall be arranged by the Planning staff in such manner of which the staff determines to be most appropriate for the agenda items to be heard. The items will be numbered consecutively with the exception that related items will have the same numerical designation but different alphabetic designation.

1. Call to order
2. Pledge of allegiance
3. Roll call of members
4. Approval of summary of minutes of preceding meeting(s)
5. General business
6. Reports
7. Petitions and communications
8. Workshops
9. Public hearings
10. Other items
11. Adjournment

1. Call to Order

The Chair shall take the chair at the hour appointed for the Commission to meet and shall immediately call the members to order.

C. Regular Meetings

The Commission may consider agenda items numbered 1-6 at any regular meetings. No public hearing shall be set or heard at any time prior to 6:15 P.M., with the exception of public hearings opened and continued from a previous meeting, and the Commission shall not

proceed to consideration of any public hearing prior to the time actually set for such public hearing.

D. Conduct of Public Hearings

1. Oath

All those desiring to be heard on a particular issue at a regular public hearing before the Commission shall, when called upon by the Chair, attest by sworn oath that all evidence they present will be the truth.

2. Presentation of Evidence

All evidence received by the Commission shall be contained within the confines of the public hearing. The Chair shall declare the public hearing opened and shall receive testimonial and demonstrative evidence into the record.

- a. Presentation of the Applicant's Case. The applicant and anyone related to the project shall be allowed a maximum of 30 minutes in total to present their case.
- b. Members of the Public. Public comment is limited to 3 minutes per member of the public unless the Chair finds that it is appropriate to lengthen or shorten the time due to the nature of the hearing. All persons requesting to speak will be given an equal opportunity to do so. No person may speak more than once except with the permission of the Chair, and in no event until all persons requesting an opportunity to speak have done so. Members of the public may choose to submit written comments in lieu of speaking at the hearing as long as the comments are received by the cutoff posted by city staff prior to the meeting.
- c. Following the presentation and public comment, the applicant will be given an opportunity for a ten-minute rebuttal.
- d. After all of the evidence has been taken, the Chair will declare the public comment portion closed, and the question remanded to the Commission for consideration.

- e. The Chair shall have the authority to make minor modifications to the set time limits when deemed necessary.

3. Commission Consideration

During consideration by the Commission, any Commission member may address questions to any individual. The question must directly relate to the subject matter before the Commission.

4. Reopening of a Public Hearing

If a public hearing has been opened and continued to another date, or has been closed and the Commission wishes to take additional evidence prior to a vote or a reconsideration of a vote, the Chair may reopen the public hearing for purposes of taking such additional evidence. The Chair may limit the scope of such evidence to be taken. If a public hearing is reopened and additional evidence is taken, all such additional evidence shall be incorporated into the original public hearing record.

5. Verbatim Transcripts

A motion to instruct staff to prepare a verbatim transcript of all comments and debate by the Chair and Commission members regarding any motion may be made by the Chair or any member of the Commission. A motion for a verbatim transcript is not debatable. The motion shall pass if a majority of the members of the Commission present and voting vote in favor of the motion. A motion for a verbatim transcript may only be made during the regular or special meeting of the Commission. A unilateral decision by the Chair to request a verbatim transcript may be appealed pursuant to paragraph [3\(D\)](#). Verbatim transcripts may be requested at any time by the Planning Manager or the City Attorney if necessary to perform their respective duties.

E. Meetings Extending Past 11:00 pm.

At 11:00 P.M., if the regular meeting of the Commission has not previously been adjourned, all public hearings not previously considered shall be opened and continued to another date. Further proceedings shall not extend beyond thirty (30) minutes after 11:00 P.M. and shall be limited to the business then under consideration and no other. The Chair shall call for a motion on how to proceed with the business under consideration when the meeting extends past 11:00 P.M; this may include a motion to vote on the matter, a motion to suspend the bylaws and continue the meeting, or a motion to continue the matter to

another date. All other matters remaining on the agenda shall be continued to another date unless a majority of Commission members vote to suspend the bylaws and continue the meeting.

F. Communications

Unsigned communications shall not be introduced before the Commission; electronic signature shall be acceptable for purposes of this Section. All correspondence presented to the Commission must include the author's name and address in order to be considered by the Commission. Any correspondence relating to a scheduled agenda item must be received by the Recording Secretary no later than 5:00 P.M. one (1) day prior to the day of the scheduled meeting.

G. Precedence of Motions

When a question is before the Commission, no motion shall be entertained except:

1. To fix the hour of adjournment,
2. To adjourn,
3. To lay on the table,
4. For the previous question,
5. To postpone to a certain day,
6. To refer,
7. To amend, and
8. To postpone indefinitely.

These motions shall have precedence in the order indicated. Any such motion, except a motion to amend or a motion to postpone indefinitely, shall be put to vote without debate.

H. Motions to be Stated by Chair

When a motion is made, it shall be stated by the Chair before debate. A motion may be withdrawn by the movant without the approval of the Commission at any time prior to a call for a vote on the motion.

E. Motion to Adjourn; When not in Order; Not Debatable

1. Motion to adjourn shall be in order at any time except as follows: when repeated without intervening business or discussion;
2. When made as an interruption of a member while speaking;
3. When the previous question has been ordered;
4. While a vote is being taken.

A motion to adjourn is debatable only as to the time at which the meeting is adjourned.

F. Motion to Lay on Table

A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion shall prevail, the consideration of the subject may be resumed only upon motion of a member and with the consent of a majority.

G. The Previous Question

The previous question is the motion used to bring the Commission to an immediate vote on the issue at hand. When the previous question is moved and seconded by one other member, it shall be put as follows: "Shall the main questions be now put?" There shall then be no further amendment or debate, but pending amendments shall be put in their order before the main questions. If the question "Shall the main question be now put?" is decided in the negative, the main question remains before the Commission, and debate shall continue.

H. Division of Question

If the question contains two or more divisible propositions, the Chair may, and upon request from a member shall, divide the same.

I. Motion to Amend

The discussion on a motion to amend is limited to the proposed

amendment. A motion to amend may take the form of inserting, striking out, or striking out and inserting words, sentences, or paragraphs. All amendments must be germane to the motion.

A motion to amend an amendment shall be in order, but one to amend an amendment to an amendment shall not be introduced. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. The Commission member making a motion to amend will have the opportunity to state the reason for the amendment either when making the motion or the Chair shall call on the Commission member making a motion to amend first before other Commission members have voted.

J. Motion to Postpone or Continue

All motions to postpone, except a motion to postpone indefinitely, may be amended as to time. If a motion to postpone indefinitely is carried, the principal question shall be declared lost. All motions to continue shall be to a date certain.

K. Procedure in Absence of Rule

In the absence of a rule to govern a point of procedure, reference shall be made to Robert's Rules of Order Revised.

L. Recess

A recess may be called at any time either by the Chair or upon motion by a member and with the consent of the majority. The Commission shall not adjourn while in recess but must reconvene prior to adjournment.

5. Miscellaneous

A. Privileges of Floor

No persons except members of the Commission, City officials named in these Bylaws, or persons invited by the Chair of the Commission or by vote of the Commission shall be admitted within the bar of the Council Chamber, and the City Manager may direct the Chief of Police to cause this rule to be rigidly enforced.

B. Permission Required to Address Commission

Except during a public hearing, persons other than members of the Commission and City officials shall not be permitted to address the Commission except upon recognition by the Chair. Any Commission member may request the Chair to recognize any person other than a City official. If permission is not granted, the decision of the Chair may be appealed in the manner prescribed in paragraph [3\(D\)](#).

C. Suspension of Bylaws

Any provision of these Bylaws not governed by the Charter, Code, State Statute, Zoning Ordinance, or Subdivision Regulations may be temporarily suspended at any meeting of the Commission by a majority vote of all members of the Commission.

D. Amendment of Bylaws

These Bylaws may be amended, or new Bylaws adopted by a vote of at least five (5) members of the Commission. Any such alterations or amendments shall be submitted in writing at the regular meeting preceding their adoption, and they shall be placed on the agenda under the order of General Business. This requirement shall be waived only by unanimous consent with a recorded vote of all members.

Approved on August 5, 2026

Tim Knapp, Chair

ATTEST/WITNESS

Tom Aljinovich, Secretary



Planning Commission Bylaws

1. Meetings

A. Regular Planning Commission ("Commission") Meetings

The Commission shall meet in regular session on the ~~1st~~ 2nd and ~~3rd~~ 4th Wednesday of each month. Meetings shall commence at 6:15 P.M. unless called earlier if requested by the Chair. The Commission may by motion dispense with any regular meeting. The place of meeting shall be the Council Chambers in the Municipal Building unless otherwise designated and properly noticed.

B. Special Meetings

Special meetings shall be called by the Recording Secretary on the written request of the Chair or any two (2) members of the Commission on at least twenty-four (24) hours written notice to each member of the Commission, the City Manager and the Manager of City Planning and Development ("Planning Manager"); but a special meeting may be held on shorter notice and without advance notice to the City Manager if all members of the Commission and the Planning Manager or the Manager's representative are present or have waived notice thereof in writing.

C. Continued Meetings

Any meeting of the Commission may be continued for more than one day, but no continuance shall be for a period longer than sixty (60) days.

D. Executive Session

The Commission may meet in executive session under the following rules of procedure:

1. An executive session may be convened on a vote by two-thirds of a quorum present at either a regular or special meeting;



2. Attendance at the executive session shall be limited to the members of the Commission and staff members required for advice and information;
3. No formal action shall be taken on any matter under discussion; and
4. The only items which may be discussed are those dealing with:
 - a. Conferences with the Commission's attorney for the purpose of receiving legal advice on specific legal issues;
 - b. Matters required to be kept confidential by federal or state law;
 - c. Consideration of documents protected by the Open Records Act;
 - d. Details of security arrangements or investigations; or
 - e. Personnel matters.

E. Quorum

A majority of the members of the Commission in office at the time shall constitute a quorum for the transaction of business at all Commission meetings. In the absence of a quorum, a lesser number may continue any meeting to a later time or date; and, in the absence of all members, the Recording Secretary may continue any meeting for not longer than two (2) weeks.

F. Canceling Meetings

At a regularly scheduled meeting, the Commission may vote to cancel a future meeting when it has been determined that no business items are scheduled.

In the event a determination has been made by staff that there are no items to be scheduled on the Commission agenda, the Chair may cancel the meeting or any portion of the meeting at his or her discretion. The Recording Secretary shall notify all Commission members of the cancellation.

2. Commission Officers

A. Chair

The Chair shall call the meeting to order at the hour appointed for the Commission meeting and conduct the meeting to its conclusion.

1. During the absence or disability of the Chair (or when there is a vacancy in the office of Chair), the Vice-Chair shall perform the Chair's duties.
2. During the absence or disability of the Chair and Vice-Chair (or when there is a vacancy in both offices), the Secretary shall perform the Chair's duties.
3. If none of the officers are present, then the members present shall select a person among the present Commission members to fulfill the duties of the Chair for the meeting.

B. Vice Chair

The Vice-Chair shall serve as Chair under the conditions described above in paragraph 2(A)(1).

C. Secretary

The Secretary shall serve notice of the meeting and sign the minutes. Additionally, the Secretary shall serve as Chair under the conditions described above in paragraph 2(A)(2).

The Secretary shall also approve the minutes of all meetings, and attest to the signature of the Chair on all documents, where necessary. In the absence of the Secretary, the Vice-Chair or Recording Secretary may sign any documents required to be signed by the Secretary. Commission officers shall perform such other duties as may be required or assigned by the State Statutes, the City Charter, City Ordinances, or these Bylaws.

D. Election of Officers

The Chair, Vice-Chair and Secretary of the Commission shall be elected for a period of two (2) years. Elections shall occur at the first regular meeting in June of each election year, or at the next regular meeting following the permanent vacation of any officer's seat on the Commission. Such vacancy shall be the first order of business at that meeting and the Planning Manager shall preside until the election of the Chair. Any member may nominate any member (including themselves) to fill the vacant position, and no second shall be required. Any nominee may decline the nomination. After nominations, each officer shall be elected by a majority vote of the Commission in the following order:

Chair, Vice-Chair, and Secretary. Until one person has received the vote of a majority of all members of the Commission, successive votes will be taken. Once the officers are elected, they will preside for the remainder of the current meeting.

E. Temporary Presiding Officer

In the case of the absence of the Chair, Vice-Chair, and Secretary, the Recording Secretary shall call the Commission to order and call the roll of the members. The Commission shall proceed to elect, by a majority vote of those present, a presiding officer of the meeting to act until the Chair, Vice-Chair, or Secretary appears.

F. Other City Personnel

1. Other Employees in Attendance

Other officers and employees of the City attending any session of the Commission shall be under the control and direction of the Chair during such session.

2. Recording Secretary

A City employee appointed by the Planning Manager shall serve as Recording Secretary of the Commission and shall keep minutes of the meetings and perform such other and further duties in the meeting as may be ordered by the Chair, Commission, City Manager, or Planning Manager.

The Recording Secretary will prepare summary minutes of each meeting, but the official minutes shall be the recorded transcript of the meeting. The Chair shall sign the summary minutes after approval and correction, and the Secretary shall attest to the Chair's signature. The Recording Secretary shall provide a copy of the summary minutes of all Commission meetings to each member of the Commission, and the City Council.

3. City Clerk

Publication of all official notices for the Commission shall be the responsibility of the City Clerk or other City employee appointed to do so by the City Manager.

4. City Manager

The City Manager or an appointed representative from his or her office may attend all meetings of the Commission. He or she may make recommendations to the Commission and may take part in discussions on all matters concerning the welfare of the City but shall have no vote in the meetings of the Commission.

5. Manager of City Planning and Development

The Planning Manager or an appointed senior staff member, and designated Planning Staff members shall attend all meetings of the Commission unless excused by the Commission or the City Manager. The Planning Manager shall keep the Commission fully advised as to all matters related to the planning and zoning conditions and needs of the City. The Planning Manager may make recommendations to the Commission and may take part in discussions on all matters coming before the Commission but shall have no vote in the meetings of the Commission.

6. City Attorney

The City Attorney shall, either in person or by deputy or assistant, attend all meetings of the Commission. Any member of the Commission may at any time call upon the City Attorney for an oral or written opinion to decide any question of law but not to decide upon any rule of procedure.

7. Other City Personnel

When the Commission needs to confer with the head of any department or any officer or employee of the City on any matter relating to zoning or planning, the Planning Manager shall be asked to request that such officer or employee attend any regular or special meeting.

3. Commission Members – Duties and Privileges

A. Oath

Each newly appointed Commission member shall take the oath of office at the first regular or special meeting of the Commission after the appointment of such Commission member.

B. Seating Arrangement

Members shall occupy the respective seats in the Council Chamber assigned to them by the Chair, but any two (2) or more members may exchange seats by joint written notice to the Chair.

C. Decorum and Order

The Chair shall preserve decorum and decide all questions of order, subject to appeal to the Commission. If a member transgresses the rules of the Commission, the Chair shall call the member to order, in which case they shall relinquish the floor unless permitted to explain. Signs or placards are prohibited in the audience area of the chambers.

D. Right of Appeal

Any member may appeal to the Commission, a ruling of the Chair. If the appeal is seconded, the member making the appeal may briefly state his or her reason for the appeal, and the Chair may briefly explain the reason for the ruling; but there shall be no debate on the appeal, and no other member shall participate in the discussion. The Chair shall then put the question, "Shall the decision of the Chair be sustained?" If a majority of the members present vote "Yes," the ruling of the Chair is sustained; if not, it is overruled.

E. Limitation of Debate

No member shall be allowed to speak more than once on any subject until every other member choosing to speak thereon shall have spoken, and no member shall speak more than twice upon any subject, nor for a longer time than ten (10) minutes, without leave of the Commission.

F. Making Motions

No motion presented by any member will require a second except a motion;

1. Appealing the decision of the chair, or
2. For the previous question.
3. The Chair will have the same rights and privileges of making

motions as any other member.

G. Disqualification of Member

No member of the Commission may participate in the debate or vote upon any question in which that member has a direct financial interest, other than the common public interest, or on any question concerning that member's own conduct. Request to be excused from participation in or voting upon a question for any other reason must be made before the vote is taken and shall require the consent of the majority of the Commission present. The requesting member shall state the reason for the request, and the Commission shall thereupon vote on the request without further debate. Any member refusing to vote, except when required to abstain by this paragraph shall be guilty of misconduct in office.

All members of the Commission serve at the pleasure of the City Council and may be removed at any time after a vote by the City Council pursuant to Arvada City Code Section 2-78.

H. Voting Passage and Failure of Motions

The vote by "Yes" and "No" shall be taken upon all motions and entered upon the minutes of the Commission proceedings. Any member may explain his or her vote after the motion is made or after the vote is taken. Such explanation shall be recorded in the minutes. A motion shall pass if it receives the affirmative votes of a majority of Commission members present and voting, except that any recommendation for an amendment to the Zoning Ordinance, including any rezoning, shall require the affirmative vote of the majority of all members of the Commission for passage.

Any motion for approval or recommendation of approval failing to receive a majority vote shall result in denial, or recommendation of denial, as the case may be.

I. Reconsideration of Vote

Any member on the prevailing side of a vote on a question may move for reconsideration of the question. Such motion for reconsideration will be in order only at the same meeting at which the original vote was taken or the next regular meeting thereafter, provided that the City Council has not yet acted on the Commission's original action. If the motion for

reconsideration passes, the Commission will then proceed to reconsider. If the action to be reconsidered is a public hearing, then the matter shall be heard in accordance with notice and public hearing requirements. The Chair may permit additional presentation prior to a vote on the issue at the discretion of the Chair or at the request of a majority of the members of the Commission. If the Commission reconsiders an issue, it may do so by voting on the original motion or by voting on a new motion made in the course of reconsideration. The reconsidered decision shall replace the initial decision as the decision of the Commission. After a motion for reconsideration has once been acted on, no additional motion for reconsideration thereof shall be made without unanimous consent of the Commission.

J. Personal Privilege

The right of a member to address the Commission on a question of personal privilege shall be limited to cases in which the member's integrity, character, or motives are assailed, questioned, or impugned.

K. Dissents and Protests

Any member shall have the right to express dissent from or protest against any action of the Commission and have the reason therefor entered upon the minutes of the Commission proceedings. Such dissent or protest must be filed in writing or made orally on the record, couched in respectful language and presented to the Commission not later than the next regular meeting following the date of the action protested; provided, however, that written dissents or protests not received prior to the deadline for inclusion in the materials forwarded to City Council shall not become part of the Commission record. Dissents or protests related to quasi-judicial matters heard by the Commission shall not include references to information or evidence which was not made part of the record presented to the Commission during the public hearing.

L. Attendance Required

A written report signed by the Chair and Secretary shall be sent to the City Council concerning any member of the Commission who has three unexcused absences from Commission meetings, for Council determination as to whether this should be cause for removal of that member from the Commission. Such report shall be sent to the Council within three (3) days following such member's third unexcused absence.

M. Excused from Attendance

No member shall be excused from attendance at a Commission meeting except upon roll call and then only by a vote of the majority of the members present. If the majority of members present do not vote to excuse the member from attendance, it shall be considered an unexcused absence.

1. Members shall notify the Chair or City staff at least 48 hours before a meeting for an absence to be considered as an excused absence.
2. In the event of an emergency, members shall notify the Chair or City staff as soon as possible; absences due to an emergency will be considered for excusal without the 48 hour notice requirement. If the emergency prevented the member from contacting anyone prior to the meeting, the Commission may revisit an unexcused absence and vote to determine if the absence should have been excused at the next scheduled business meeting.

N. Excused During Meeting

No member may leave the Council Chamber while in regular session without permission from the Chair.

4. Commission Procedure

A. Delivery of Agendas, Staff Report and Related Materials

On the Thursday preceding any regular Commission meeting, the agenda showing the order of business, copies of communications, staff reports with supporting documents, and other items relating to the business to be conducted at the meeting will be posted on the City's website, and packets will be available electronically or for pickup by the Commission. If the Planning Manager finds that the materials will not be available by the Thursday preceding the meeting, the Recording Secretary shall notify the Commission members that distribution of materials will be late.

B. Order of Business

The business of all regular meetings of the Commission shall be

transacted in the following order unless the Commission, by a vote of at least two-thirds of the members present, shall suspend the rules and change the order. Within each numerical heading, the Commission's agenda shall be arranged by the Planning staff in such manner of which the staff determines to be most appropriate for the agenda items to be heard. The items will be numbered consecutively with the exception that related items will have the same numerical designation but different alphabetic designation.

1. Call to order
2. Pledge of allegiance
3. Roll call of members
4. Approval of summary of minutes of preceding meeting(s)
5. General business
6. Reports
7. Petitions and communications
8. Workshops
9. Public hearings
10. Other items
11. Adjournment

1. Call to Order

The Chair shall take the chair at the hour appointed for the Commission to meet and shall immediately call the members to order.

C. Regular Meetings

The Commission may consider agenda items numbered 1-6 at any regular meetings. No public hearing shall be set or heard at any time prior to 6:15 P.M., with the exception of public hearings opened and continued from a previous meeting, and the Commission shall not

proceed to consideration of any public hearing prior to the time actually set for such public hearing.

D. Conduct of Public Hearings

1. Oath

All those desiring to be heard on a particular issue at a regular public hearing before the Commission shall, when called upon by the Chair, attest by sworn oath that all evidence they present will be the truth.

2. Presentation of Evidence

All evidence received by the Commission shall be contained within the confines of the public hearing. The Chair shall declare the public hearing opened and shall receive testimonial and demonstrative evidence into the record.

- a. Presentation of the Applicant's Case. The applicant and anyone related to the project shall be allowed a maximum of 30 minutes in total to present their case.
- b. Members of the Public. Public comment is limited to 3 minutes per member of the public unless the Chair finds that it is appropriate to lengthen or shorten the time due to the nature of the hearing. All persons requesting to speak will be given an equal opportunity to do so. No person may speak more than once except with the permission of the Chair, and in no event until all persons requesting an opportunity to speak have done so. Members of the public may choose to submit written comments in lieu of speaking at the hearing as long as the comments are received by the cutoff posted by city staff prior to the meeting.
- c. Following the presentation and public comment, the applicant will be given an opportunity for a ten-minute rebuttal.
- d. After all of the evidence has been taken, the Chair will declare the public comment portion closed, and the question remanded to the Commission for consideration.

- e. The Chair shall have the authority to make minor modifications to the set time limits when deemed necessary.

3. Commission Consideration

During consideration by the Commission, any Commission member may address questions to any individual. The question must directly relate to the subject matter before the Commission.

4. Reopening of a Public Hearing

If a public hearing has been opened and continued to another date, or has been closed and the Commission wishes to take additional evidence prior to a vote or a reconsideration of a vote, the Chair may reopen the public hearing for purposes of taking such additional evidence. The Chair may limit the scope of such evidence to be taken. If a public hearing is reopened and additional evidence is taken, all such additional evidence shall be incorporated into the original public hearing record.

5. Verbatim Transcripts

A motion to instruct staff to prepare a verbatim transcript of all comments and debate by the Chair and Commission members regarding any motion may be made by the Chair or any member of the Commission. A motion for a verbatim transcript is not debatable. The motion shall pass if a majority of the members of the Commission present and voting vote in favor of the motion. A motion for a verbatim transcript may only be made during the regular or special meeting of the Commission. A unilateral decision by the Chair to request a verbatim transcript may be appealed pursuant to paragraph [3\(D\)](#). Verbatim transcripts may be requested at any time by the Planning Manager or the City Attorney if necessary to perform their respective duties.

E. Meetings Extending Past 11:00 pm.

At 11:00 P.M., if the regular meeting of the Commission has not previously been adjourned, all public hearings not previously considered shall be opened and continued to another date. Further proceedings shall not extend beyond thirty (30) minutes after 11:00 P.M. and shall be limited to the business then under consideration and no other. The Chair shall call for a motion on how to proceed with the business under consideration when the meeting extends past 11:00 P.M; this may include a motion to vote on the matter, a motion to suspend the bylaws and continue the meeting, or a motion to continue the matter to

another date. All other matters remaining on the agenda shall be continued to another date unless a majority of Commission members vote to suspend the bylaws and continue the meeting.

F. Communications

Unsigned communications shall not be introduced before the Commission; electronic signature shall be acceptable for purposes of this Section. All correspondence presented to the Commission must include the author's name and address in order to be considered by the Commission. Any correspondence relating to a scheduled agenda item must be received by the Recording Secretary no later than 5:00 P.M. one (1) day prior to the day of the scheduled meeting.

G. Precedence of Motions

When a question is before the Commission, no motion shall be entertained except:

1. To fix the hour of adjournment,
2. To adjourn,
3. To lay on the table,
4. For the previous question,
5. To postpone to a certain day,
6. To refer,
7. To amend, and
8. To postpone indefinitely.

These motions shall have precedence in the order indicated. Any such motion, except a motion to amend or a motion to postpone indefinitely, shall be put to vote without debate.

H. Motions to be Stated by Chair

When a motion is made, it shall be stated by the Chair before debate. A motion may be withdrawn by the movant without the approval of the Commission at any time prior to a call for a vote on the motion.

E. Motion to Adjourn; When not in Order; Not Debatable

1. Motion to adjourn shall be in order at any time except as follows: when repeated without intervening business or discussion;
2. When made as an interruption of a member while speaking;
3. When the previous question has been ordered;
4. While a vote is being taken.

A motion to adjourn is debatable only as to the time at which the meeting is adjourned.

F. Motion to Lay on Table

A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion shall prevail, the consideration of the subject may be resumed only upon motion of a member and with the consent of a majority.

G. The Previous Question

The previous question is the motion used to bring the Commission to an immediate vote on the issue at hand. When the previous question is moved and seconded by one other member, it shall be put as follows: "Shall the main questions be now put?" There shall then be no further amendment or debate, but pending amendments shall be put in their order before the main questions. If the question "Shall the main question be now put?" is decided in the negative, the main question remains before the Commission, and debate shall continue.

H. Division of Question

If the question contains two or more divisible propositions, the Chair may, and upon request from a member shall, divide the same.

I. Motion to Amend

The discussion on a motion to amend is limited to the proposed

amendment. A motion to amend may take the form of inserting, striking out, or striking out and inserting words, sentences, or paragraphs. All amendments must be germane to the motion.

A motion to amend an amendment shall be in order, but one to amend an amendment to an amendment shall not be introduced. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. The Commission member making a motion to amend will have the opportunity to state the reason for the amendment either when making the motion or the Chair shall call on the Commission member making a motion to amend first before other Commission members have voted.

J. Motion to Postpone or Continue

All motions to postpone, except a motion to postpone indefinitely, may be amended as to time. If a motion to postpone indefinitely is carried, the principal question shall be declared lost. All motions to continue shall be to a date certain.

K. Procedure in Absence of Rule

In the absence of a rule to govern a point of procedure, reference shall be made to Robert's Rules of Order Revised.

L. Recess

A recess may be called at any time either by the Chair or upon motion by a member and with the consent of the majority. The Commission shall not adjourn while in recess but must reconvene prior to adjournment.

5. Miscellaneous

A. Privileges of Floor

No persons except members of the Commission, City officials named in these Bylaws, or persons invited by the Chair of the Commission or by vote of the Commission shall be admitted within the bar of the Council Chamber, and the City Manager may direct the Chief of Police to cause this rule to be rigidly enforced.

B. Permission Required to Address Commission

Except during a public hearing, persons other than members of the Commission and City officials shall not be permitted to address the Commission except upon recognition by the Chair. Any Commission member may request the Chair to recognize any person other than a City official. If permission is not granted, the decision of the Chair may be appealed in the manner prescribed in paragraph [3\(D\)](#).

C. Suspension of Bylaws

Any provision of these Bylaws not governed by the Charter, Code, State Statute, Zoning Ordinance, or Subdivision Regulations may be temporarily suspended at any meeting of the Commission by a majority vote of all members of the Commission.

D. Amendment of Bylaws

These Bylaws may be amended, or new Bylaws adopted by a vote of at least five (5) members of the Commission. Any such alterations or amendments shall be submitted in writing at the regular meeting preceding their adoption, and they shall be placed on the agenda under the order of General Business. This requirement shall be waived only by unanimous consent with a recorded vote of all members.

Approved on ~~February 18, 2025~~August 5, 2026

ATTEST/WITNESS

~~Michael P. Griffith~~Tim Knapp, Chair

~~Brandon Figlioline~~Tom Aljinovich, Secretary



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: City Water Treatment Plant (WTP) Highway 93 - Comprehensive Plan Amendment, Annexations, Rezoning, Major Modifications and Height Exception for a 25.257-acre parcel of land generally located at 6809 SH 93

Motion

This is the project coversheet. Motion sheets are attached to each approval item.

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/21/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report

City of Arvada Community and Economic Development Department **PUBLIC HEARING STAFF REPORT**

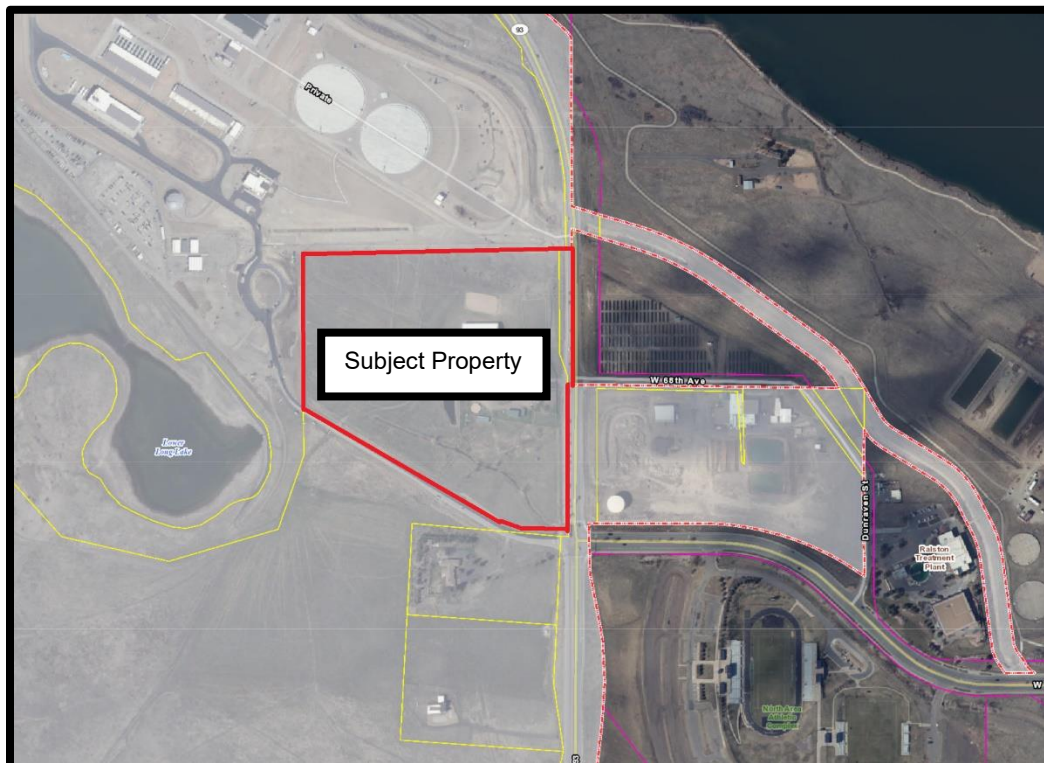
City of Arvada Water Treatment Plant Comprehensive Plan Amendment, Annexations, Zoning, Major Modifications and Height Exception DA2026-0020

NATURE OF REQUEST

The applicant, the City of Arvada represented by Galloway & Co., is requesting a Comprehensive Plan Amendment, Annexation, Zoning, and Major Modifications for a 25.26-acre property located at approximately 6809 State Highway 93. The property will ultimately be developed for a new water treatment plant.

LOCATION AND HISTORY

The parcel is currently located in unincorporated Jefferson County and is part of a larger property known as the Keller Farm. The property is zoned PD (Planned Development) in the County. The City recently purchased the 25.26-acre property, which is the northernmost portion of the parcel.



NEIGHBORHOOD MEETING

Division 8-2-2 of the Land Development Code requires that at least one neighborhood meeting be held for projects that require public hearings before the Planning Commission and City Council.

The required neighborhood meeting for this project took place virtually on December 30, 2025. The applicant and staff were in attendance. No members of the public or adjacent property owners attended the meeting.

PUBLIC NOTIFICATION

Division 8-2-4 of the Land Development Code requires public notification for all public hearings as follows:

Written Notice: At least 15 days prior to all public hearings, written notice must be mailed to all property owners within 1,500 feet of the subject property and to all homeowners associations and neighborhood associations with a known interest in the subject property. The applicant will provide an affidavit of mailing verifying this requirement has been met prior to the public hearing.

Posted Notice: At least 15 days prior to all public hearings, signs notifying the public of the hearing must be posted on the subject property. The applicant will provide a posting log verifying that this requirement has been met prior to the public hearing.

Published Notice: At least 15 days prior to all public hearings, notice of the hearing must be published in a newspaper of general circulation in the City. The required notice has been published.

SEVERED MINERAL RIGHTS

At least 30 days prior to the public hearing, written notice of the application must be mailed to any owner of mineral rights associated with the subject property. The applicant has provided the required Certification of Notice pursuant to Colorado Revised Statute 24-65.5-103.

DEVELOPMENT REVIEW TIMELINE

The Application was accepted for review on April 2nd. Two reviews were required prior to scheduling the public hearing. The total review time was approximately 11 weeks.

ALIGNMENT WITH CITY COUNCIL STRATEGIC PLAN

The project is consistent with the City Council Strategic Plan principles for the Community and Economic Development work system. Goal CED1 states that the City uses the Comprehensive Plan to guide planning, land use code decisions, development management, and informational

and resource services that are delivered to residents, businesses, the development community, decision-making bodies, and neighborhood partners to achieve a well-planned, aligned, sustainable, attractive, and livable community for current and future generations.

Additionally, the Infrastructure work system has the following goals:

INF1: Provides the community with a safe, resilient, high-quality water supply, drainage system, wastewater disposal, and solid waste management services for full city build-out, as defined by the Comprehensive Plan. This includes maintaining utility rates at lowest practical levels with accurate billing that supports robust and reliable infrastructure.

INF5: Applies cost-effective and timely engineering, planning and design, construction practices, and established standards and specifications to align public infrastructure reinvestment capacity with community needs.

ZONING AND LAND USE

The subject property is currently zoned PD (Planned Development) in Jefferson County and is approximately 25.26 acres in size.

Surrounding properties are zoned and utilized as follows:

Direction	Zoning	Actual Use
North	Jefferson County A-2	Denver Water Treatment Plant
South	Jefferson County PD	Keller Farm
East	Jefferson County A-2 and City of Arvada OS	City of Arvada solar facility
West	Jefferson County A-2	Denver Water

The applicant is requesting rezoning of the property to OS (Open Space) to accommodate the intended water treatment plant use. Public Facilities are a permitted use in the OS zoning district.

PROJECT ANALYSIS

Annexation

The applicant is requesting approval of annexation into the City to accommodate the proposed use. The request is being made so that the proposed City facility is located within the corporate limits of Arvada.

Annexation into the City of Arvada requires conformance with the contiguity requirements in Colorado Revised Statutes §31-12-101 which requires at least one-sixth of the property perimeter to be contiguous with the City of Arvada. In order to meet this requirement, two annexations are proposed. As such, the minimum contiguity requirements are met for the consecutive annexations. Copies of the annexation maps are attached for reference.

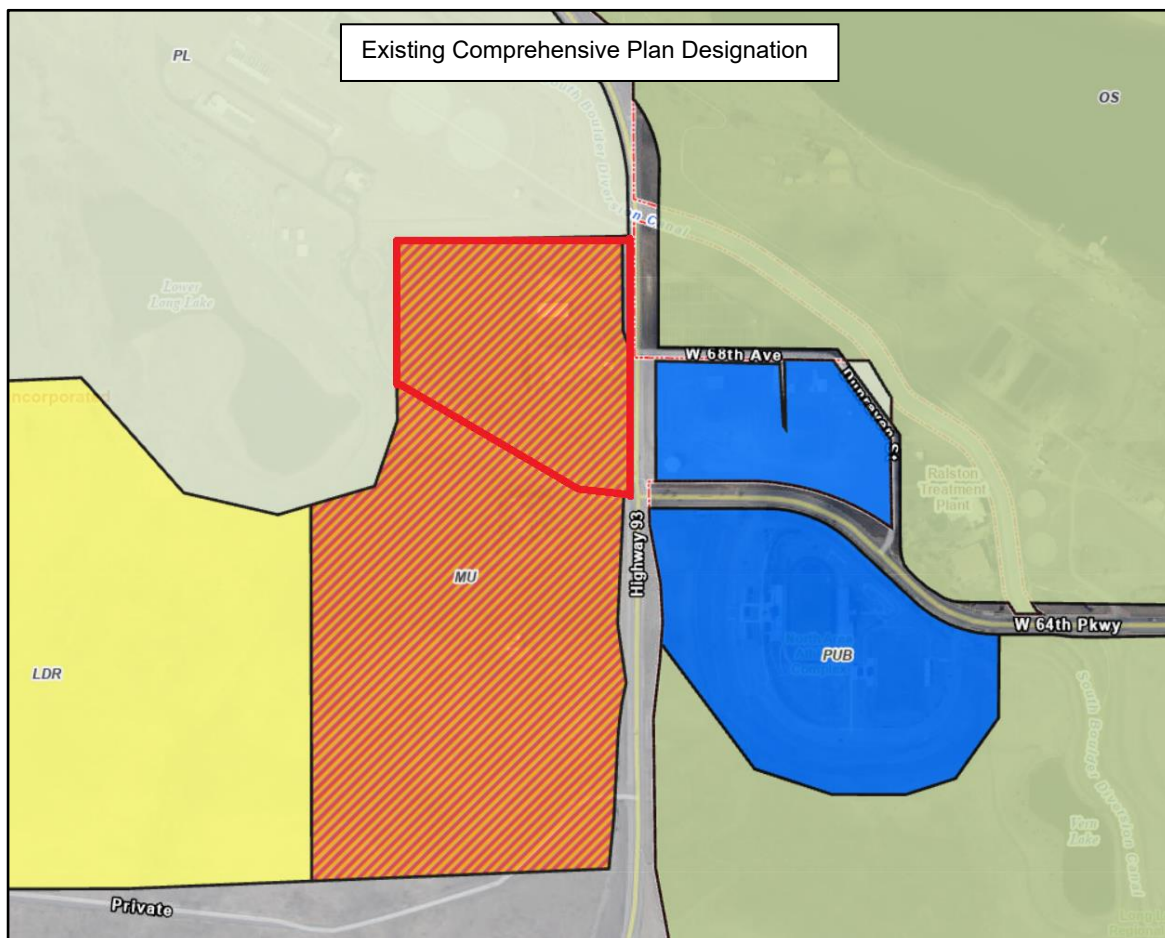
Compliance with the Comprehensive Plan

The property is located within the City's Comprehensive Plan Future Land Use map boundaries and has a current designation of Mixed Use. Although the proposed use could be accommodated under the existing land use designation, most City facilities are located within the Public/Quasi Public designation. Therefore, the applicant is requesting the Comprehensive Plan Future Land Use map amendment to be consistent with other similar public facilities.

Specifically, the proposed water treatment plant is consistent with the following goals identified in the plan:

GOAL U-1: Ensure that adequate public facilities and utilities are available in the developed areas of the City.

GOAL U-4: Ensure an adequate water supply and superior water quality to meet the needs of current and future residents and businesses.



Setbacks

Although no Site Plan has yet been submitted, it is anticipated that all setback requirements will be met.

Building Height

The applicant has submitted a Height Exception request for additional height within the OS zoning District. The maximum height in the district is 35 feet. Because of the unique nature of the facility, increased height is necessary. A maximum height of 55 feet is proposed.

Given the topography of the site and proposed building location a minimum of 500 feet away from SH 93, the visual impact should be minimal. Additionally, there is only one residential property in the area – the current property owner – and no others would be allowed in the vicinity.

Additionally, the narrow façade of the building with the proposed height exception will face SH 93, which will also minimize the impact of the request.



Open Space

Although no Site Plan application has yet been submitted, it is anticipated that all open space requirements will be met.

Landscaping, Buffering and Fencing

Although no Site Plan has yet been submitted, it is anticipated that all landscaping and buffering requirements will be met.

The applicant has requested a Major Modification from the fencing requirements for security reasons. The LDC does not allow for barbed wire or other similar security devices on properties within the OS zone district unless the property is used for agricultural purposes.

Given the sensitive nature of the proposed facility, the allowance of security measures is appropriate.

Building Design

Although no Site Plan application has yet been submitted, the buildings are intended to reflect an agricultural/farm aesthetic.

The applicant has required two Major Modifications related to building design.

The LDC limits the maximum length of an unbroken roof ridgeline plane to 35 feet. The applicant is requesting that an unbroken ridgeline be allowed to extend up to 210 feet. The increased length is necessary for the type of building that contains key treatment facilities that must be enclosed in a large structure. Given the location of the buildings and the topography of the site, the visual impact of the extended roof ridgeline should be minimal.

The LDC requires that 20 percent of a building façade facing a street include windows. The applicant is requesting that the minimum be reduced due to the water quality issues that direct sunlight can create to the water holding basins located inside the building.

Given the unique functions of the proposed facility, the proposed modifications are appropriate.



Circulation and Connectivity

Although no Site Plan application has yet been submitted, it is anticipated that access to the facility will be provided from an existing private drive that connects Highway 93 to the Denver Water treatment plant that is located northwest of this site.

Grading and Drainage

Although no Site Plan application has yet been submitted, a significant amount of grading will be necessary to accommodate the buildings and drying beds. However, the grading and drainage is intended to comply with all City regulations.

Parking and Loading

Although no Site Plan application has yet been submitted, employee and visitor parking will be provided for the facility. It is anticipated that parking will meet the requirements of the LDC.

Utility Services

All necessary utilities are located within the vicinity of the site.

Police and Fire Protection

Police and fire protection will be provided by the Arvada Police Department and the Arvada Fire Protection District, respectively.

LAND DEVELOPMENT CODE APPROVAL CRITERIA

It is the responsibility of the applicant to justify the requested land use application. The Planning Commission should make a recommendation to the City Council based on its findings regarding the approval criteria shown in the table(s) below and upon testimony heard during the public hearing as it applied to the criteria.

Staff performed an analysis of the proposal, based on the approval criteria listed in Chapter 8 of the Land Development Code, and presents the following findings:

COMPREHENSIVE PLAN AMENDMENT CONSIDERATIONS	Finding	STAFF ASSESSMENT
1. The existing comprehensive plan and/or any related element thereof is in need of the proposed amendment.	Complies	The amendment will align the proposed use of the property with the Comprehensive Plan land use category intended for public and quasi-public facilities, such as a water treatment plant. The amendment will also align the property with other similarly designated City properties in the vicinity of the site.
2. The proposed amendment is compatible with the surrounding area and the goals and policies of the Comprehensive Plan.	Complies	The amendment will align the property with other publicly owned parcels in the area, such as the Ralston Water Treatment Plant and the North Area Athletic Complex, both of which are designated Public/Quasi-Public.
3. The proposed amendment will have no major negative impacts on transportation, services, and facilities.	Complies	The proposed amendment will not have a major impact on transportation, services or facilities.

4. The proposed amendment will have minimal effect on service provision, including adequacy or availability of urban facilities and services, and is compatible with existing and planned service provisions.	Complies	The proposed amendment will not have a negative effect on existing or proposed service provisions. The amendment will facilitate the development of additional utility services for the City.
5. The proposed amendment, if for an area outside of the City's current municipal boundaries, is consistent with the City's ability to annex property.	Complies	The City has adequate contiguity to annex the property.
6. Strict adherence to the existing comprehensive plan would result in a situation neither intended nor in keeping with other key elements and policies of the plan.	Complies	The proposed amendment is keeping with the intended policies of the plan, including U-1 and U-4 as described in the body of this staff report.
7. The proposed plan amendment will promote the public welfare and will be consistent with the goals and policies of the comprehensive plan and the elements thereof.	Complies	The proposed amendment will promote the public welfare by facilitating the development of a necessary City water treatment plant and is consistent with the Public/Quasi-Public land use designation.

Div. 8-3-3 Annexation and Disconnection Approval Criteria	Finding	Rationale
1. The annexation is in accord with the Comprehensive Plan and the best interests of the City would be served by annexation of such property.	Complies	The annexation is consistent with goals identified in the plan and would be in the best interest of the City, as a City facility would be located within the corporate boundaries.
2. The property is capable of being integrated into the City and developed in compliance with all applicable provisions of this Code and the Arvada City Code.	Complies	The property is capable of being integrated into the City and developed in compliance with all applicable provisions of the LDC, except as proposed to be modified as part of this application. If the modifications and exception are approved, then full compliance will be achieved.
3. At the time any development of the area proposed to be annexed is completed, there will be capacity to adequately serve residents of such area with all necessary utilities, facilities and public services.	Complies	The annexation will allow the City to serve the future water needs of the community through the development of a new treatment plant that can provide for the long-term growth envisioned by the Comprehensive Plan.

Div. 8-3-4 Zoning and Rezoning Approval Criteria	Finding	Rationale
1. The rezoning is consistent with the Arvada Comprehensive Plan, or an adopted sub-area plan, corridor plan, or urban renewal plan, or reflects conditions that have changed since the adoption of the Comprehensive Plan.	Complies	The rezoning will be consistent with the Comprehensive Plan, if amended. The OS zone district has been utilized for many City facilities, such as the adjacent Ralston Treatment Plant.
2. The intended land use is consistent with the stated intent of the proposed zoning district.	Complies	The proposed use will be consistent with the proposed underlying OS zone district, as public facilities are an allowed use.
3. Facilities and services (including sewage and waste disposal, water, gas, electricity, police and fire protection, and roads and transportation, as applicable) will, prior to development, be available to serve the subject property while maintaining adequate levels of service to existing development.	Complies	The proposed zoning will not have a negative effect on existing or proposed service provisions. The amendment will facilitate the development of additional utility services for the City.
4. The intended land use for which the rezoning is sought will not result in significant adverse impacts upon the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation, or such impacts will be substantially mitigated.	Complies	The intended land use will not result in significant adverse impact. The aesthetic is intended to be designed to minimize the visual impact by utilizing a farm design to blend with the semi-rural environment and will be similar to the buildings existing on the site today.
5. The rezoning is consistent with the character of existing or planned development on adjacent properties and in the surrounding area or neighborhood, or measures will be taken to substantially buffer or otherwise substantially mitigate any negative impacts.	Complies	The zoning will allow for a consistent character with surrounding development, as other similar facilities for the City and Denver Water exist in the immediate area.

Div. 8-3-11 Major Modification Approval Criteria	Finding	Rationale
1. The requested modification is consistent with the Comprehensive Plan and the stated purpose of the applicable zoning district.	Complies	The proposed modifications are consistent with the intent of the Comprehensive Plan. The modifications are also consistent with the OS zone district, which allows for public facilities like the one proposed. The unique nature of this project require modifications that allow for larger and more monolithic

		buildings, and enhanced security elements.
2. The requested modification addresses a unique situation or incorporates creative site design.	Complies	The requested modifications address the unique design and security necessary for a water treatment plant.
3. The requested modification will not result in incompatible development.	Complies	The requested modifications will not result in incompatible development, as similar facilities exist in the immediate area, with the Ralston Treatment Plant and the Denver Water treatment plant on adjacent parcels. Both facilities have larger buildings and the need for security.
4. The requested modification will have no significant adverse impact on the health, safety or general welfare of surrounding property owners or the general public.	Complies	The proposed modification will have minimal impact on surrounding property owners, as most are public facilities or recreation areas. The adjacent single-family home is owned by the seller of the property and will likely remain the only residential use in the area.
5. Any adverse impacts resulting from the modification will be mitigated to the extent reasonably feasible.	Complies	The facility will be located a significant distance from the adjacent right-of-way and the property has topography that will limit the visual impact of the buildings and related elements of the treatment plant. The site is also surrounded by similar facilities.

Div. 8-3-11 Height Exception Approval Criteria	Finding	Rationale
1. There would be demonstrated benefits to the City if the exception is granted.	Complies	The granting of the exception will allow for the development of a water treatment plant that will serve the long term needs of the City. The exception will also allow for the efficient design of the buildings necessary for the facility.
2. All other applicable zoning and development regulations have been or will be adhered to by the Applicant, including but not limited to parking, screening, setbacks, lot and area dimensions, and landscaping, unless otherwise modified, waived, or varied through approval of an Administrative Minor Modification or variance.	Complies	With the exception of the three requested Major Modification, it is anticipated that the plant will comply with all other applicable zoning and development regulations.

3. The proposed structure has minimal effect upon adjacent properties with respect to solar access, visual access, and rights of privacy, light, and air.	Complies	The facility will be located a significant distance from the adjacent right-of-way and the property has topography that will limit the visual impact of the buildings and related elements of the treatment plant. The site is also surrounded by similar facilities.
4. The exception shall not interfere with the City's ability to provide public services to the subject property at the level currently enjoyed by the area, or at adequate levels per existing City policies and regulations.	Complies	The additional height will not interfere with the ability to provide services at an adequate level. Ultimately, the facility will enhance water service for the entire community.
5. The project complies with all currently adopted fire department regulations and standards.	Complies	The Arvada Fire Protection District will be able to provide service to the proposed facility and buildings.
6. The architecture and character of the proposed building or structure that will exceed the height limitation of the underlying zoning district are (or will be) appropriately related to existing or planned development on surrounding property in that: a. The transition to the building or portion of building to which the height exception applies mitigates the appearance of building mass from the street and from adjoining property; or b. The building to which the height exception is applied is designed and intended to be a landmark or focal point for the surrounding area.	Complies	The narrow side of the building for which the exception is requested will face SH 93. The building will also be located a significant distance from the highway and the topography of the site will minimize the visual impact.

STAFF RECOMMENDATION

Based upon project analysis and review of the Land Development Code approval criteria, staff recommends approval of the project.

The Planning Commission may recommend denial of the request(s) if it cannot make affirmative findings of the approval criteria stated above.

PROJECT REVIEW TEAM

Planner: Rob Smetana
Engineer: Jake Sawaya
Land Division: Abigail Ogg

Site Development: Jake Moyer

NON-CITY REVIEW AGENCIES

Comcast, Xcel, CenturyLink, Jefferson County, CDOT, AFD

Table 1. Major Modifications

Topic	Section	Title	Body	Major Modifications
Fencing	4-7-2-1	Fences and divisional walls	H. Security Fencing 1.No barbed wire or other sharp-pointed fences or similar security devices on divisional walls shall be installed on any property, except: a. In the IL or IG zoning districts that is used for industrial purposes, upon demonstration to the Director or the Decision Making Body that a substantial security need justifies the installation; b. In the RA or OS zoning districts on property that is used for agricultural purposes.	Project fencing design will be dictated by the security requirements for WTP.
Architecture	5-1-2-8c	Rooflines	The maximum length of a continuous roof ridgeline is 35 feet.	The size and length of the buildings necessitates continuous ridgelines longer than 35 feet. The largest continuous ridgeline at RTP won't exceed 210 feet.
Architecture	5-1-2-6b.i	Windows and Doors	On facades facing streets, parks, or open space, a minimum of 20 percent of the façade shall be windows.	Windows will be used, but not to 20% level due to many structures being water holding basins and direct sunlight can create issues for water quality.

Table 2. Height Exceptions

Topic	Section	Title	Body	Height Exception
Architecture	8-3-11-1A	Height Exceptions	The purpose of a Height Exception is to authorize a building or portion of a building to exceed the height limitations of the zoning district in which the building is located.	The nature of the treatment buildings for RTP will require heights beyond the allowable building heights in this Section. The maximum height (measured as shown) will not exceed 55 feet. 
Architecture	8-3-11-1B	Height Exceptions	A Height Exception application may be approved only if it is demonstrated that:	See responses below.

Topic	Section	Title	Body	Major Modifications
Architecture	8-3-11-1B.1	Approval Criteria	There would be demonstrated benefits to the City if the exception is granted.	RTP replaces the existing seasonal Arvada Water Treatment Plant which is aging and does not meet current regulatory standards. The RTP is designed to be able to run year-round, meets current regulatory standards and provide increased resilience to better address/treat fire and flood-impacted water supplies.
Architecture	8-3-11-1B.2	Approval Criteria	All other applicable zoning and development regulations have been or will be adhered to by the Applicant, including but not limited to parking, screening, setbacks, lot and area dimensions, and landscaping, unless otherwise modified, waived, or varied through approval of an Administrative Minor Modification or variance.	All other applicable zoning and development regulations will be adhered to unless modified, waived or varied through approval of an Administrative Minor Modification or variance.
Architecture	8-3-11-1B.3	Approval Criteria	The proposed structure has minimal effect upon adjacent properties with respect to solar access, visual access, and rights of privacy, light, and air.	The closest property is a similar municipal water treatment plant. The proposed structure has minimal effect on solar access, visual access, and rights of privacy, light, and air.
Architecture	8-3-11-1B.4	Approval Criteria	The exception will not interfere with the City's ability to provide public services to the subject property at the level currently enjoyed by the area, or at adequate levels per existing City policies and regulations.	This exception will not interfere with the City's ability to provide public services to the subject property at the (limited) level currently enjoyed by the area.
Architecture	8-3-11-1B.5	Approval Criteria	The project complies with all currently adopted fire department regulations and standards.	The fire marahall has already been in engaged in discussions regarding RTP design. The project will comply with all currenty adopted fire department regulations and standard including the recently adopted 2026 AWRC.
Architecture	8-3-11-1B.6	Approval Criteria	The architecture and character of the proposed building or structure that will exceed the height limitations of the underlying zoning district are (or will be) appropriately related to existing or planned development on surrounding property in that: a. The transition to the building or portion of building to which the height exception applies mitigates the appearance of building mass from the street and from adjoining property; or b. The building to which the height exception is applied is designed and intended to be a landmark or focal point for the surrounding area.	The architecture and character of the proposed buildings that will exceed the height limitations of the underlying zoning district will be appropriately related to existing development on surrounding property such that the transition to the building mitigates the appearance of building mass from the street and from adjoining property. This will be acheived through a farmstyle architecture design as shown in the response to 8-3-11-1A and through a setback from Highway 93 to minimize appearance of building mass.
Architecture	8-3-11-1C	Effect of Criteria	Effect of Approval. A building permit shall be issued and construction substantially initiated within three years from the date of approval of a Height Exception, unless another time frame applies to the approval of a related application (e.g. , a conditional use permit). If construction has not timely commenced within the applicable time frame, the height exception approved shall lapse and become null and void. Amendments to a related approval do not affect the original three-year approval period, unless specifically provided in such amendments.	As of July 2026, the current program schedule indicates that construction on super structures will begin by September of 2027. There is the possibility that things outside of the City's control will extend the schedule but it is currently anticipated that construction will be well underway in the three-year approval period.



8101 Ralston Road, Arvada, CO 80002

Neighborhood Meeting Summary for Water Treatment Plant Development

The City of Arvada intends to annex a 25 acre parcel from Jefferson County into the City for development of a new water treatment plant. A virtual meeting was scheduled for December 30, 2025 at 11:00 am and notices of the meeting were mailed out on December 12, 2025 to the four (4) neighbors within 1500 feet of the property. The meeting was held via Zoom and the City of Arvada was represented by Rob Smetana from Planning and Zoning, Bethany Kolb from Engineering, Ike Miller as Project Manager, and Aaron McLean as Development Services Project Manager from Galloway and Company, LLC. **The Zoom meeting was held as scheduled and nobody in addition to City of Arvada and Galloway staff attended so staff waited 15 minutes and adjourned the meeting without any presentation.**

SENT VIA ETRAKIT

February 27, 2026

Arvada Planning & Development Department
8101 Ralston Rd
Arvada, CO 80002

RE: 6809 SH HWY 93 (PIN: 30-043-00-001)
Annexation, Comprehensive Plan Amendment & Rezoning – Narrative

Galloway and Company, LLC (“Galloway”) is representing the City of Arvada (“City”) regarding the subject development applications for Annexation and subsequent Rezoning. The City recently purchased (12/10/2025) approximately 25.26 acres of land from a larger parcel that was approximately 280.09 acres within unincorporated Jefferson County for the purpose of constructing a new water treatment plant (WTP).

The property is currently zoned Planned Development (PD) with the governing zoning document titled "Keller Farm Official Development Plan (ODP)". Improvements on the property consist of an existing single-family residence with a barn and various equestrian structures that will be demolished as part of the redevelopment of the property for the WTP. As part of the Annexation process, per State Statute the property will need to be rezoned to a City zone district.

The proposed Annexation will be completed under two separate applications to comply with the Statutory requires for contiguity. The first Annexation will consist of approximately 17.86 acres while the second Annexation will be approximately 9.02 acres; while both areas annexed will be zoned under one process.

The following criteria are required for an Annexation per City code.

1. Whether the annexation is in accord with the Comprehensive Plan and the best interests of the City would be served by annexation of the subject property;
Analysis: A concurrent application is being submitted for a Comprehensive Plan Amendment to designate the land use as Open Space to allow for the development of the property as a Major Facility. The interest of the City would be served with the Annexation of the land as the proposed development is for a WTP to benefit the public.
2. Whether the subject property is capable of being integrated into the City and developed in compliance with all applicable provisions of this Code, the Arvada City Code, and the terms of an annexation agreement that is simultaneously approved with the annexation;
Analysis: With the Annexation the Comprehensive Plan is being Amended to redesignate the land use for Open Space along with a concurrent rezoning to Open Space that will provide the underlying zoning for the development of a WTP. These entitlement processes will bring the property into compliance as the land is Annexed into the City.



3. Whether, at the time any development of the subject property is completed, there will be capacity to adequately serve residents of such area with all necessary utilities, facilities, and public services.

Analysis: All necessary utilities, facilities, and public services will more than adequately serve the residents of the City of Arvada on the subject property.

Per the Arvada Comprehensive Plan adopted on October 6, 2024, Figure 2-8, Future Land Use, designates the subject property for Mixed-Use; however, with the Annexation for the proposed use the Comprehensive Plan will be amended to designate the property for Public / Quasi-Public Facilities to allow for subsequent zoning of OS Parks and Open Space District to allow for the WTP which is classified as a Major Utility within the City's definitions per Code. As part of this Comprehensive Plan Amendment and Rezoning, a Conditional Use will be accepted for the use under the new zoning classification.

When considering a Comprehensive Plan Amendment, the City should consider the following:

1. The existing Comprehensive Plan and/or any related element thereof is in need of the proposed amendment;
Analysis: The Future Land Use map, Figure 2-8, of the Comprehensive Plan designates the subject property for Mixed-Use, along with the lands to the north and south along and west of SH 93. There is an existing City and County of Denver public facilities located to the north of the subject property that is also designated for Mixed-Use. In addition, the properties to the south and west of the subject property that are also designated for Mixed-Use are within the Unincorporated limits of Jefferson County and currently zoned PD. Across the SH 93 is land designated as Open Space and owned by the City of Arvada and used as such. Designated the subject property Open Space as well for development of a Major Facilities land use would be compatible with the surrounding zoned and used lands.
2. The proposed amendment is compatible with the surrounding area, and the goals and policies of the Comprehensive Plan;
Analysis: As discussed above, there are existing land designated for Open Space and either used as such, or for Major Facilities similar to the proposed development.
3. The proposed amendment will have no major negative impacts on transportation, services, and facilities;
Analysis: The subject property is located along a State Highway with a singular access from an existing road at the W 64th Parkway intersection; additionally, there are existing public facilities and infrastructure in the immediate vicinity that can serve the development.
4. The proposed amendment will have minimal effect on service provision, including adequacy or availability of urban facilities and services, and is compatible with existing and planned service provision;
Analysis: Designated the subject property for Open Space to allow for a development of a Major Facility will not have an adverse impact on the existing urban facilities and services as they area is planned for development; in addition, the proposed

development will be compatible with surrounding developments as there are existing and similar facilities.

5. The proposed amendment, if for an area that is outside of the City's current municipal boundaries, is consistent with the City's ability to annex the property;
Analysis: The concurrent Annexation application demonstrates consistency with the City's ability to annex the property as it complies with the Statutory requirements for contiguity.
6. Strict adherence to the Comprehensive Plan would result in a situation neither intended nor in keeping with other key elements and policies of the Plan; and
Analysis: Keeping the land designated as Mix-Use and allowing for development of the property as a Major Facility would contradict certain aspects of the Comp Plan.
7. The proposed Plan amendment will promote the public welfare and will be consistent with the goals and policies of the Comprehensive Plan and the elements thereof.
Analysis: In general, the proposed Comprehensive Plan Amendment would provide for a greater level of compliance with the plan by updating the land use designation to be compatible with the surrounding areas.

Arvada Fire will be responsible for providing fire protection to the site. The property will not be served by any Parks and Recreation District; however, may be included with the District at a later date. The construction documents are still in development and will be submitted to Arvada Planning and Zoning Department when available, meanwhile communications and regular meetings between City Engineering, Jacobs Engineering (the consultant), and City Planning and Zoning are ongoing. A list of anticipated code variances has been included in this packet as well.

Sincerely,
GALLOWAY

Aaron McLean
Sr. Development Services PM
aaronmclean@gallowayus.com

cc: Ike Miller, Project Manager



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.1.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: CP2026-0004, A Resolution by the Planning Commission for the City of Arvada, Colorado to Amend the 2014 Arvada Comprehensive Plan Land Use Designation Pertaining to the City WTP Highway 93 Parcel From Mixed-Use to Public/Quasi-Public, A Parcel of Land Generally Located at 6809 SH 93

Motion

I move that, CP2026-0004 a Resolution by the Planning Commission for the City of Arvada, Colorado to Amend the 2014 Arvada Comprehensive Plan Land Use Designation Pertaining to City WTP HWY 93, from Mixed-Use to Public/Quasi-Public, a Parcel of Land Located at approximately 6809 SH 93, be approved and ratified by the City Council subject to the condition stated in the Staff Report, Page 14 (denied).

This motion is based on the findings of fact and approval criteria on Page(s) 7 and 8 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/21/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report

RESOLUTION NO. CP2026-0004

A RESOLUTION BY THE PLANNING COMMISSION FOR THE CITY OF ARVADA, COLORADO TO AMEND THE 2014 ARVADA COMPREHENSIVE PLAN LAND USE DESIGNATION PERTAINING TO CITY WATER TREATMENT PLANT FROM MIXED USE TO PUBLIC/QUASI PUBLIC, A PARCEL OF LAND LOCATED AT APPROXIMATELY 6809 STATE HIGHWAY 93 IN THE CITY OF ARVADA AND STATE OF COLORADO.

WHEREAS, Planning Commission, by Resolution No. CP2014-0003, adopted the 2014 Arvada Comprehensive Plan on September 19, 2014; and

WHEREAS, pursuant to § 8-1-2-1(E)(4) of the Land Development Code, City Council has final ratification and approval authority with respect to the Comprehensive Plan and any amendments thereto; and

WHEREAS, pursuant to Chapter 74, Article III, Section 74-64 of the code of the City of Arvada, the Planning Commission has held a public hearing as required by law, notice thereof being duly published in the Arvada Press on July 16, 2026, and said public hearing being held before the Planning Commission for the City of Arvada on August 5, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF ARVADA, COLORADO:

Section 1. The 2014 Comprehensive Plan is hereby amended by changing the land use designation from Mixed Use to Public/Quasi Public.

Section 2. This Resolution shall be effective upon the ratification and approval by the City Council of the Comprehensive Plan amendment described herein.

APPROVED AND ADOPTED this 5th day of August, 2026.

CITY OF ARVADA PLANNING COMMISSION

Tim Knapp, Chairman

ATTEST:

Thomas Aljinovich, Secretary

RATIFIED AND APPROVED this ____ day of _____, 2026.

Lauren Simpson, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:
Rachel A. Morris, City Attorney

By:_____



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.2.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: An Ordinance Annexing City WTP Hwy 93 Annexation No. 1, a 17.885 acre parcel of land located at 6809 SH 93

Motion

I move that an Ordinance Annexing Certain Land into the City of Arvada, City WTP Hwy 93 Annexation No. 1, a 17.885 acre parcel of land approximately located at 6809 SH 93, County of Jefferson, State of Colorado, be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 8 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/21/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

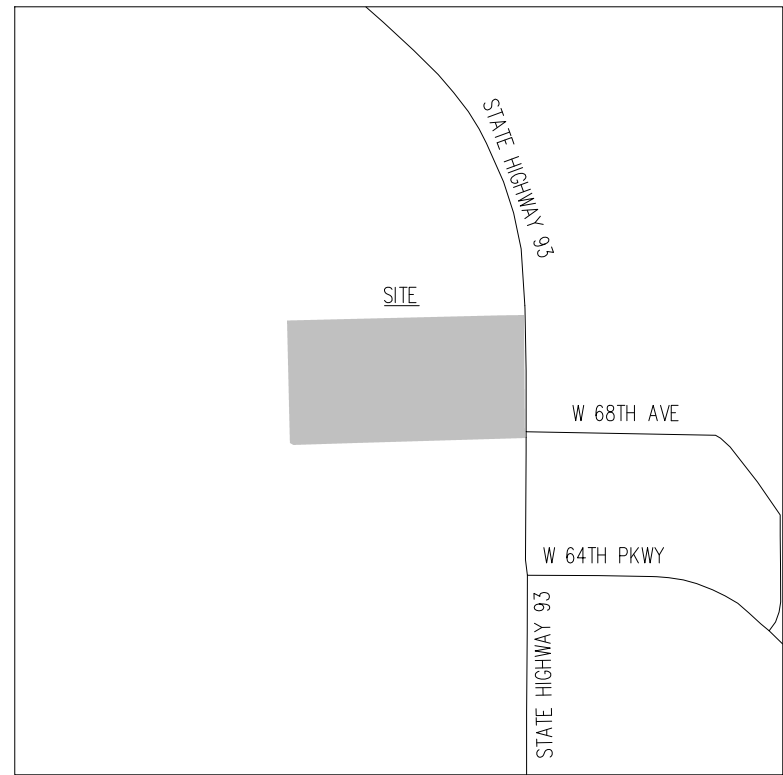
Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report

WATER TREATMENT PLANT HIGHWAY 93 – ANNEXATION NO. 1

A PARCEL OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 3
SOUTH, RANGE 70 WEST OF THE 6TH P.M.
COUNTY OF JEFFERSON, STATE OF COLORADO



DESCRIPTION OF ANNEXATION PARCEL

A PARCEL OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 4, THENCE ON THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 4, S00°26'23"E, A DISTANCE OF 1891.41 FEET, TO THE POINT OF BEGINNING.

THENCE CONTINUING ON SAID EAST LINE OF SECTION 4, S00°26'23"E, A DISTANCE OF 634.19 FEET, TO THE EAST QUARTER CORNER OF SAID SECTION 4;

THENCE ON THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 4, S88°18'49"W, A DISTANCE OF 1197.97 FEET;

THENCE N58°57'20"W, A DISTANCE OF 19.13 FEET, TO A POINT ON THE EAST LINE OF A PARCEL OF LAND DESCRIBED AT RECEPTION NUMBER 88011875 RECORDED IN THE JEFFERSON COUNTY CLERK AND RECORDERS OFFICE;

THENCE ON LAST SAID EAST LINE N01°22'15"W, A DISTANCE OF 631.84 FEET, TO A POINT ON THE SOUTH LINE OF A PARCEL OF LAND DESCRIBED AT RECEPTION NUMBER 88011876 RECORDED IN THE JEFFERSON COUNTY CLERK AND RECORDERS OFFICE;

THENCE ON LAST SAID SOUTH LINE N88°36'01"E, A DISTANCE OF 1104.51 FEET, TO POINT ON THE WEST RIGHT OF WAY LINE OF STATE HIGHWAY 93;

THENCE N89°33'37"E, A DISTANCE OF 119.92 FEET, TO THE POINT OF BEGINNING.

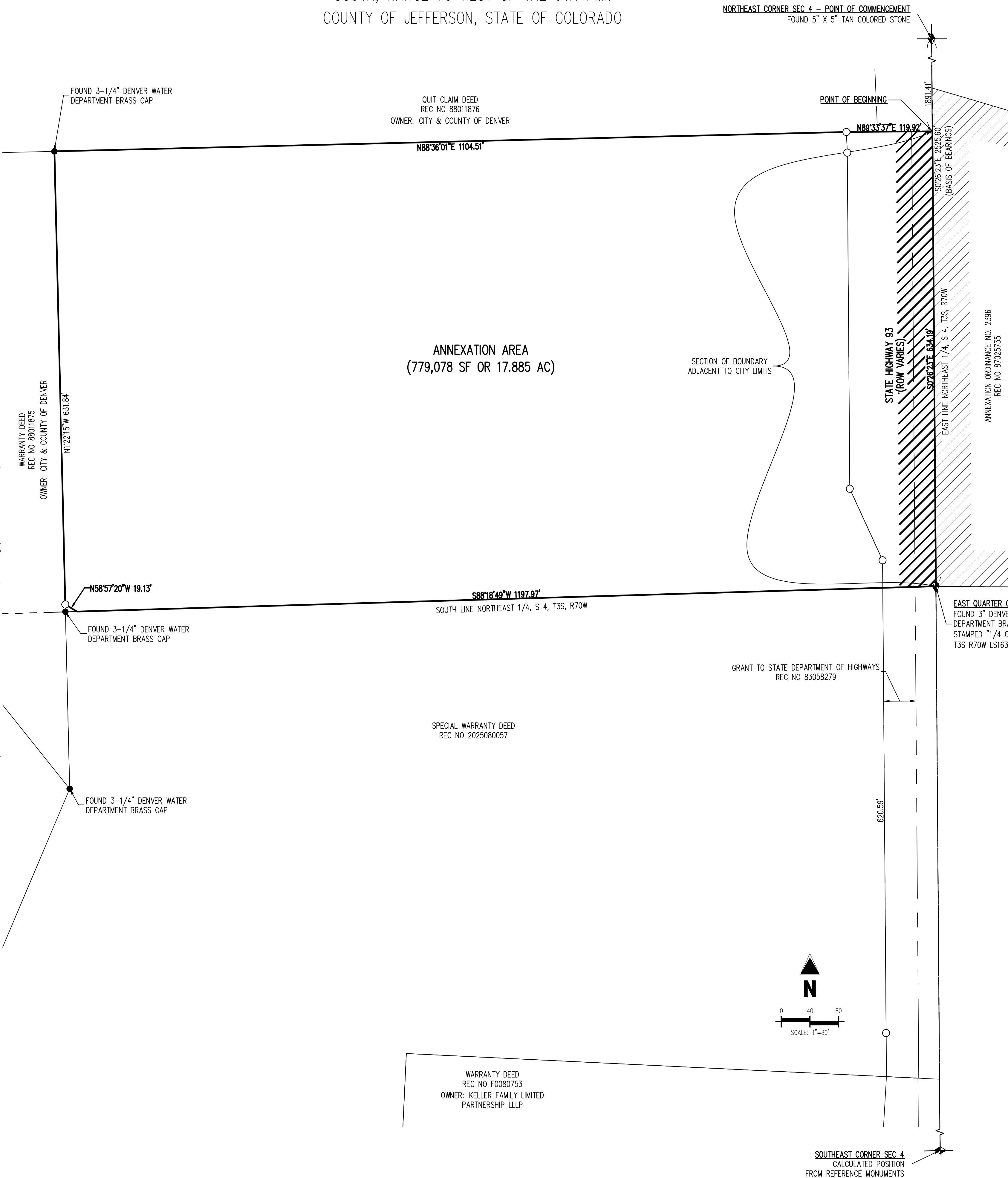
SAID PARCEL CONTAINS 779,078 SQUARE FEET OR 17.885 ACRES MORE OR LESS.

BASIS OF BEARING

THE LINE BETWEEN THE NORTHEAST CORNER OF SECTION 4, TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN, AND THE EAST QUARTER CORNER OF SAID SECTION 4, WHICH IS ASSUMED TO BEAR S00°26'23"E, MONUMENTED AS NOTED TO THE NORTH BY A 5" X 5" TAN COLORED STONE, AND TO THE SOUTH BY A 3" DENVER WATER DISTRICT BRASS CAP STAMPED "1/4 COR 4J3 T3S R70W L516398 1990".

GENERAL NOTES

- THIS ANNEXATION MAP HAS BEEN PREPARED IN CONFORMANCE WITH CRS 31-12-104-(1) (a)
- FIELD WORK WAS COMPLETED ON: 11.20.24
- ALL LINEAL MEASUREMENTS SHOWN ARE GROUND DISTANCES AND U.S. SURVEY FEET.
- NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCE MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON. C.R.S. 13-80-105(3)(A).
- ANY PERSON WHO KNOWINGLY REMOVES, ALTERS OR DEFACTS ANY PUBLIC LAND SURVEY MONUMENT OR ACCESSORY COMMITS A CLASS 2 MISDEMEANOR PURSUANT TO STATE STATUTE 18-4-508 C.R.S.
- ALL REFERENCES HEREON TO BOOKS, PAGES, MAPS AND RECEPTION NUMBERS ARE PUBLIC DOCUMENTS FILED IN THE JEFFERSON COUNTY CLERK AND RECORDER'S OFFICE OF COLORADO.
- ONLY SIGNED AND SEALED PRINTS OF THIS SURVEY SHALL BE DESIGNATED OFFICIAL COPIES.
- THE CITY OF ARVADA IS NOT RESPONSIBLE FOR THE ACCURACY AND ADEQUACY OF THE SURVEY DATA SHOWN HEREIN. THE CITY OF ARVADA'S REVIEW IS FOR GENERAL COMPLIANCE WITH ARVADA'S LAND DEVELOPMENT CODE. THE CITY OF ARVADA, THROUGH THE ACCEPTANCE OF THE ANNEXATION MAP, ASSUMES NO RESPONSIBILITY FOR COMPLETENESS AND/OR ACCURACY OF THE ANNEXATION MAP. THE ACCURACY OF SURVEY INFORMATION INCLUDING BOUNDARY INFORMATION, MONUMENTATION, LOT LINES, ETC IS THE SOLE RESPONSIBILITY OF THE LICENSED SURVEYOR NAMED HEREIN.



LEGEND

- SUBJECT PROPERTY PROPERTY LINE
- ADJACENT PROPERTY LINE
- EXISTING CITY LIMITS
- SECTION LINE
- FOUND MONUMENT (AS DESCRIBED)
- FOUND #5 REBAR 24" LONG WITH 1-1/4" ORANGE PLASTIC CAP STAMPED "PLS 34581" UNLESS OTHERWISE DESCRIBED
- ALIQUOT CORNER (AS DESCRIBED)

SURVEYOR'S CERTIFICATION

I, KEVIN W. REYNOLDS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS ANNEXATION MAP WAS MADE BY ME OR DIRECTLY UNDER MY SUPERVISION IN ACCORDANCE WITH APPLICABLE STANDARDS OF PRACTICE AND BASED ON MY KNOWLEDGE, INFORMATION, AND BELIEF. THE ACCOMPANYING MAP ACCURATELY AND PROPERLY SHOWS SAID ANNEXATION, AND THIS IS NOT A GUARANTY OR WARRANTY, EITHER EXPRESSED OR IMPLIED, AND THE PARCEL BEING ANNEXED MEETS THE REQUIREMENTS AS SET FORTH IN SECTION 31-12-104 (1) (a) COLORADO REVISED STATUTES, 2024, OF BEING GREATER THAN ONE-SIXTH CONTIGUOUS WITH THE PRESENT BOUNDARY OF THE CITY OF ARVADA.

KEVIN W. REYNOLDS, P.L.S. NO. 34581
FOR AND ON BEHALF OF GALLOWAY AND COMPANY, INC.
5500 GREENWOOD PLAZA BLVD, SUITE 200
GREENWOOD VILLAGE, CO 80111
PROJECT: ARV.003

TOTAL ANNEXATION AREA:
779,078 SQUARE FEET OR 17.885 ACRES

TOTAL BOUNDARY OF ANNEXATION:
3,707.56 LINEAR FEET

TOTAL BOUNDARY CONTIGUOUS WITH CITY LIMITS:
634.19 LINEAR FEET

CONTIGUITY STATEMENT

THE LAND DESCRIBED HEREON IS CONTIGUOUS TO THE CITY OF ARVADA AND MEETS THE REQUIREMENTS SET FORTH IN COLORADO REVISED STATUTES §31-12-104-(1)(a) THAT ONE-SIXTH OR MORE OF THE PERIMETER TO BE ANNEXED IS CONTIGUOUS WITH THE ANNEXING MUNICIPALITY.

TOTAL PERIMETER OF AREA CONSIDERED FOR ANNEXATION = 3,707.56 LINEAR FEET

ONE-SIXTH OF TOTAL PERIMETER OF AREA = 617.93

PERIMETER OF AREA CONTIGUOUS WITH EXISTING CITY LIMITS = 634.19

THE TOTAL CONTIGUOUS AREA IS 17.1% WHICH EXCEEDS 1/6 AREA REQUIRED

APPROVAL CERTIFICATE

APPROVED FOR FILING BY THE CITY OF ARVADA THIS _____ DAY OF _____, 20__

ATTEST: _____

MAYOR _____ CITY CLERK _____

ORDINANCE NUMBER (S) _____

CLERK AND RECORDER

RECEPTION NUMBER _____
ACCEPTED FOR FILING IN THE OFFICE OF THE COUNTY CLERK AND RECORDER OF JEFFERSON COUNTY AT GOLDEN, COLORADO, THIS _____ DAY OF _____, 20__

COUNTY CLERK AND RECORDER _____

DEPUTY CLERK _____

Galloway

5500 Greenwood Plaza Blvd., Suite 200
Greenwood Village, CO 80111
303.770.8884
GallowayUS.com

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ANNEXATION FOR WATER TREATMENT PLANT

HIGHWAY 93 – MAP 1

A PARCEL OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 4,
TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH P.M.
COUNTY OF JEFFERSON, STATE OF COLORADO

#	Date	Issue / Description	Init.
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Project No:	ARV.001.104
Drawn By:	RCE
Checked By:	KWVR
Date:	02.10.26

NAME OF ANNEXATION:

ARVADA WATER TREATMENT PLANT - HIGHWAY 93 No. 1

APPROXIMATE LOCATION:

PETITION FOR ANNEXATION OF UNINCORPORATED
TERRITORY IN THE COUNTY OF JEFFERSON,
STATE OF COLORADO, TO THE CITY OF ARVADA,
STATE OF COLORADO

AFFIDAVIT OF CIRCULATOR

STATE OF COLORADO)
) ss.
COUNTY OF JEFFERSON)

Isaac Miller, being duly sworn, upon oath, deposes and states:

1. That the affiant circulated the Petition for Annexation for the purpose of obtaining the signature(s) of the above Petitioner(s).
2. That each signature thereon is the signature of the person whose name it purports to be.

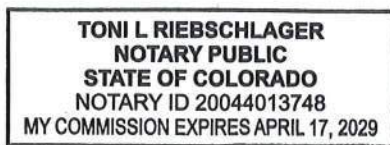
[Signature] Circulator

NOTARY CERTIFICATE

STATE OF COLORADO)
) ss.
COUNTY OF JEFFERSON)

Subscribed and sworn to before me this 25th DAY OF February, 20 26

(SEAL)



Witness my hand and seal: Toni L. Riebschlager

My commission expires: April 17, 2029

NAME OF ANNEXATION:

ARVADA WATER TREATMENT PLANT - HIGHWAY 93 No. 1

APPROXIMATE LOCATION:

PETITION FOR ANNEXATION OF UNINCORPORATED
TERRITORY IN THE COUNTY OF JEFFERSON,
STATE OF COLORADO, TO THE CITY OF ARVADA,
STATE OF COLORADO

TO THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ARVADA, COLORADO: The undersigned in accordance with the Municipal Annexation Act of 1965, Chapter 31, Article 12, C.R.S. 1973, as amended, hereby petitions the City Council of the City of Arvada for annexation to the City of Arvada of the following described unincorporated territory located in the County of Jefferson, State of Colorado, to wit:

LEGAL DESCRIPTION (*See Exhibit A*)

In support of the said Petition, your Petitioner alleges that:

1. It is desirable and necessary that the above-described territory be annexed to the City of Arvada.
2. No less than one-sixth of the perimeter of the area proposed to be annexed is contiguous with the City of Arvada.
3. A community of interest exists between the territory proposed to be annexed and the City of Arvada.
4. The territory proposed to be annexed is urban or will be urbanized in the future.
5. The territory proposed to be annexed is integrated or is capable of being integrated with the City of Arvada.
6. No land held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of real estate:
 - a. is divided into separate parts or parcels without the written consent of the landowner or landowners thereof.
 - b. comprising twenty acres or more which, together with the buildings and improvements situated thereon, has an assessed value in excess of two-hundred thousand dollars for an ad valorem tax purpose for the year preceding the annexation is included within the territory proposed to be annexed, without the written consent of the landowner or landowners thereof.
7. No annexation proceedings have been commenced by another municipality for the annexation of part or all of the area proposed herein to be annexed to Arvada.

8. Annexation of the territory proposed to be annexed will not result in detachment of area from any school district and the attachment of the same to another school district.
9. Annexation of the area proposed to be annexed will not have the effect of extending the City of Arvada's municipal boundary more than three miles in any direction from any point of such municipal boundary in any one year.
10. No portion of a platted street or alley lies within the boundaries of the area proposed to be annexed, unless the entire width of said street or alley has been included within the boundaries of the area to be annexed.
11. The Signers of the Petition comprise more than fifty percent of the landowners in the area to be annexed and are the landowners of more than fifty percent of the territory included in the area proposed to be annexed, excluding public streets and alleys and any land owned by the annexing municipality.
12. All other requirements of Section 31-12-104 and 31-12-105, C.R.S., exist or have been met.
13. The mailing address of the Signer, the legal description of the land owned by such signer, and the date of signing of such signature are all shown on this Petition.
14. Attached to this Petition is the Affidavit of Circulator of this Petition that the signature hereon is the signature of the person whose name it purports to be.

Your Petitioner further requests that the City of Arvada approve the annexation of the area proposed to be annexed.

(Petitioner signatures on next page)

DATED this 25 day of FEBRUARY, 2026.

CITY OF ARVADA, a Colorado home rule
municipal corporation

Don Wick

Don Wick
Arvada City Manager
8101 Ralston Road
Arvada, CO 80002

ATTEST:

Kristen R. Rush
City Clerk



APPROVED AS TO FORM:
Rachel A. Morris, City Attorney

By: *Rachel A. Morris*



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.3.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: An Ordinance Annexing City WTP Highway 93 Annexation No. 2, a 9.016-acre parcel of land located at 6809 SH 93

Motion

I move that an Ordinance Annexing Certain Land into the City of Arvada, City WTP Hwy 93 Annexation No. 2, a 9.016-acre parcel of land approximately located at 6809 SH 93, County of Jefferson, State of Colorado, be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 8 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/21/2026

Kelsy Sargent, Assistant City Attorney

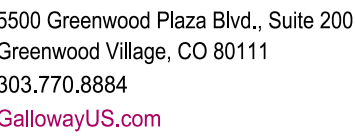
07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report

A PARCEL OF LAND SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 3
SOUTH, RANGE 70 WEST OF THE 6TH P.M.
COUNTY OF JEFFERSON, STATE OF COLORADO



	SUBJECT PROPERTY PROPERTY LINE
	ADJACENT PROPERTY LINE
	EXISTING CITY LIMITS
	SECTION LINE
	FOUND MONUMENT (AS DESCRIBED)
	FOUND #5 REBAR 24" LONG WITH 1-1/4" ORANGE PLASTIC CAP STAMPED "PLS 34581" UNLESS OTHERWISE DESCRIBED
	ALIQUOT CORNER (AS DESCRIBED)

1. KEVIN W. REYNOLDS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS ANNEXATION MAP WAS MADE BY ME OR DIRECTLY UNDER MY SUPERVISION IN ACCORDANCE WITH APPLICABLE STANDARDS OF PRACTICE AND BASED ON MY KNOWLEDGE, INFORMATION, AND BELIEF, THE ACCOMPANYING MAP ACCURATELY AND PROPERLY SHOWS SAID ANNEXATION, AND THIS IS NOT A GUARANTEE OR WARRANTY, EITHER EXPRESSED OR IMPLIED, AND THE PARCEL BEING ANNEXED MEETS THE REQUIREMENTS AS SET FORTH IN SECTION 31-12-104 (1) (c) COLORADO REVISED STATUTES, 2024, OF BEING GREATER THAN ONE-SIXTH CONTIGUOUS WITH THE PRESENT BOUNDARY OF THE CITY OF ARVADA.

A PARCEL OF LAND SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 4, THENCE ON THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 4, S00°26'23"E, A DISTANCE OF 2525.60 FEET, TO THE EAST QUARTER CORNER OF SAID SECTION 4; THENCE ON THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 4, S88°18'49"W, A DISTANCE OF 74.04 FEET, TO POINT ON THE WEST RIGHT OF WAY LINE OF STATE HIGHWAY 93, SAID POINT ALSO BEING THE POINT OF BEGINNING.

THENCE ON SAID WEST RIGHT OF WAY LINE, S00°25'30"E, A DISTANCE OF 620.59 FEET;

THENCE N87°14'59"W, A DISTANCE OF 165.38 FEET;

THENCE N58°57'20"W, A DISTANCE OF 1123.83 FEET TO A POINT ON THE NORTH LINE OF THE SOUTHEAST QUART
OF SAID SECTION 4;

THENCE ON THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 4, N88°18'49"E, A DISTANCE OF 1123.93 FEET, TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 392,716 SQUARE FEET OR 9.016 ACRES MORE OR LESS.

THE LINE BETWEEN THE NORTHEAST CORNER OF SECTION 4, TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN, AND THE EAST QUARTER CORNER OF SAID SECTION 4, WHICH IS ASSUMED TO BEAR S00°26'23"E, MONUMENTED AS NOTED TO THE NORTH BY A 5" X 5" TAN COLORED STONE, AND TO THE SOUTH BY A 3" DENVER WATER DISTRICT BRASS CAP STAMPED "1/4 COR 43S T3S R70W LS16398 1990".

1. THIS ANNEXATION MAP HAS BEEN PREPARED IN CONFORMANCE WITH CRS 31-12-104--(1) (a)
2. FIELD WORK WAS COMPLETED ON: 11.20.24
3. ALL LINEAL MEASUREMENTS SHOWN ARE GROUND DISTANCES AND U.S. SURVEY FEET.
4. NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCE MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON. C.R.S. 13-80-105(3)(A).
5. ANY PERSON WHO KNOWINGLY REMOVES, ALTERS OR DEFACES ANY PUBLIC LAND SURVEY MONUMENT OR ACCESSORY COMMITS A CLASS 2 MISDEMEANOR PURSUANT TO STATE STATUTE 18-4-508 C.R.S.
6. ALL REFERENCES HEREON TO BOOKS, PAGES, MAPS AND RECEPTION NUMBERS ARE PUBLIC DOCUMENTS FILED IN THE JEFFERSON COUNTY CLERK AND RECORDER'S OFFICE OF COLORADO.
7. ONLY SIGNED AND SEALED PRINTS OF THIS SURVEY SHALL BE DESIGNATED OFFICIAL COPIES.
8. THE CITY OF ARVADA IS NOT RESPONSIBLE FOR THE ACCURACY AND ADEQUACY OF THE SURVEY DATA SHOWN HEREIN. THE CITY OF ARVADA'S REVIEW IS FOR GENERAL COMPLIANCE WITH ARVADA'S LAND DEVELOPMENT CODE. THE CITY OF ARVADA, THROUGH THE ACCEPTANCE OF THE ANNEXATION MAP, ASSUMES NO RESPONSIBILITY FOR COMPLETENESS AND/OR ACCURACY OF THE ANNEXATION MAP. THE ACCURACY OF SURVEY INFORMATION INCLUDING BOUNDARY INFORMATION, MONUMENTATION, LOT LINES, ETC IS THE SOLE RESPONSIBILITY OF THE LICENSED SURVEYOR NAMED HEREIN.

SPECIAL WARRANTY DEED
REC NO 2025080057

NORTHEAST CORNER SEC 4 - POINT OF COMMENCEMENT
FOUND 5" X 5" TAN COLORED STONE

POINT OF BEGINNING

N88°18'49"E 1123.93'

SECTION OF PROPERTY LINE
ADJACENT TO CITY LIMITS

ANNEXATION AREA
(392,716 SF OR 9.016 AC)

KEVIN W. REYNOLDS, P.L.S. NO. 34581
FOR AND ON BEHALF OF GALLOWAY AND COMPANY, INC
5500 GREENWOOD PLAZA BLVD, SUITE 200
GREENWOOD VILLAGE, CO 80111
PROJECT: ARV.003

EAST QUARTER CORNER SEC 4
FOUND 3" DENVER WATER
DEPARTMENT BRASS CAP
STAMPED "1/4 COR 4|3
T3S R70W LS16398 1990"

TOTAL ANNEXATION AREA:
392,716 SQUARE FEET OR 9.016 ACRES

TOTAL BOUNDARY OF ANNEXATION:
3,033.73 LINEAR FEET

TOTAL BOUNDARY CONTIGUOUS WITH CITY LIMITS:
1123.93 LINEAR FEET

THE LAND DESCRIBED HEREON IS CONTIGUOUS TO THE CITY OF ARVADA AND MEETS THE REQUIREMENTS SET FORTH IN COLORADO REVISED STATUTES §31-12-104-(1)(a) THAT ONE-SIXTH OR MORE OF THE PERIMETER TO BE ANNEXED IS CONTIGUOUS WITH THE ANNEXING MUNICIPALITY.

TOTAL PERIMETER OF AREA CONSIDERED FOR ANNEXATION = 3,033.73 LINEAR FEET

ONE-SIXTH OF TOTAL PERIMETER OF AREA = 505.62

PERIMETER OF AREA CONTIGUOUS WITH EXISTING CITY LIMITS = 1123.93

THE TOTAL CONTIGUOUS AREA IS 37.0% WHICH EXCEEDS 1/6 AREA REQUIRED

APPROVED FOR FILING BY THE CITY OF ARVADA THIS _____ DAY OF _____, 20____

MAYOR _____ CITY CLERK _____

ORDINANCE NUMBER (S) _____

RECEPTION NUMBER

ACCEPTED FOR FILING IN THE OFFICE OF THE COUNTY CLERK AND RECORDER OF JEFFERSON
COUNTY AT GOLDEN, COLORADO, THIS _____ DAY OF _____, 20 _____

COUNTY CLERK AND RECORDER

DEPUTY CLERK

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ENFORCED AND PROSECUTED.



ANNEXATION FOR WATER TREATMENT PLANT
HIGHWAY 93 MAP 2
A PARCEL OF LAND SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4,
TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH P.M.
COUNTY OF JEFFERSON, STATE OF COLORADO

[illegible]

Project No:	ARV.001.104
Drawn By:	RCE
Checked By:	KWR
Date:	01.20.26

NAME OF ANNEXATION:

ARVADA WATER TREATMENT PLANT - HIGHWAY 93 No. 2

APPROXIMATE LOCATION:

PETITION FOR ANNEXATION OF UNINCORPORATED
TERRITORY IN THE COUNTY OF JEFFERSON,
STATE OF COLORADO, TO THE CITY OF ARVADA,
STATE OF COLORADO

AFFIDAVIT OF CIRCULATOR

STATE OF COLORADO)

) ss.

COUNTY OF JEFFERSON)

Isaac Miller, being duly sworn, upon oath, deposes and states:

1. That the affiant circulated the Petition for Annexation for the purpose of obtaining the signature(s) of the above Petitioner(s).
2. That each signature thereon is the signature of the person whose name it purports to be.

[Signature] Circulator

NOTARY CERTIFICATE

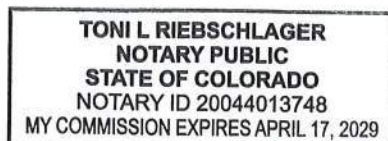
STATE OF COLORADO)

) ss.

COUNTY OF JEFFERSON)

Subscribed and sworn to before me this 25th DAY OF February, 20 26

(SEAL)



Witness my hand and seal: Toni L. Riebschlag

My commission expires: April 17, 2029

NAME OF ANNEXATION:

ARVADA WATER TREATMENT PLANT - HIGHWAY 93 No. 2

APPROXIMATE LOCATION:

PETITION FOR ANNEXATION OF UNINCORPORATED
TERRITORY IN THE COUNTY OF JEFFERSON,
STATE OF COLORADO, TO THE CITY OF ARVADA,
STATE OF COLORADO

TO THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ARVADA, COLORADO: The undersigned in accordance with the Municipal Annexation Act of 1965, Chapter 31, Article 12, C.R.S. 1973, as amended, hereby petitions the City Council of the City of Arvada for annexation to the City of Arvada of the following described unincorporated territory located in the County of Jefferson, State of Colorado, to wit:

LEGAL DESCRIPTION (*See Exhibit A*)

In support of the said Petition, your Petitioner alleges that:

1. It is desirable and necessary that the above-described territory be annexed to the City of Arvada.
2. No less than one-sixth of the perimeter of the area proposed to be annexed is contiguous with the City of Arvada.
3. A community of interest exists between the territory proposed to be annexed and the City of Arvada.
4. The territory proposed to be annexed is urban or will be urbanized in the future.
5. The territory proposed to be annexed is integrated or is capable of being integrated with the City of Arvada.
6. No land held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of real estate:
 - a. is divided into separate parts or parcels without the written consent of the landowner or landowners thereof.
 - b. comprising twenty acres or more which, together with the buildings and improvements situated thereon, has an assessed value in excess of two-hundred thousand dollars for an ad valorem tax purpose for the year preceding the annexation is included within the territory proposed to be annexed, without the written consent of the landowner or landowners thereof.
7. No annexation proceedings have been commenced by another municipality for the annexation of part or all of the area proposed herein to be annexed to Arvada.

8. Annexation of the territory proposed to be annexed will not result in detachment of area from any school district and the attachment of the same to another school district.
9. Annexation of the area proposed to be annexed will not have the effect of extending the City of Arvada's municipal boundary more than three miles in any direction from any point of such municipal boundary in any one year.
10. No portion of a platted street or alley lies within the boundaries of the area proposed to be annexed, unless the entire width of said street or alley has been included within the boundaries of the area to be annexed.
11. The Signer(s) of the Petition comprise(s) the landowner(s) of one hundred percent of the territory included in the area proposed to be annexed, exclusive of streets and alleys and any land owned by the annexing municipality.
12. All other requirements of Section 31-12-104 and 31-12-105, C.R.S., exist or have been met.
13. The mailing address of the Signer, the legal description of the land owned by such signer, and the date of signing of such signature are all shown on this Petition.
14. Attached to this Petition is the Affidavit of Circulator of this Petition that the signature hereon is the signature of the person whose name it purports to be.

Your Petitioner(s) further request(s) that the City of Arvada approve the annexation of the area proposed to be annexed.

(Petitioner signatures on next page)

DATED this 25 day of FEBRUARY, 2026.



CITY OF ARVADA, a Colorado home rule
municipal corporation

Don Wick
Arvada City Manager
8101 Ralston Road
Arvada, CO 80002

ATTEST:

City Clerk

APPROVED AS TO FORM:
Rachel A. Morris, City Attorney

By: 



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.4.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: An Ordinance Rezoning City WTP, a 25.257-acre parcel of land approximately located at 6809 SH 93 from Jefferson County P-D (Planned Development) to City of Arvada OS (Open Space)

Motion

I move that an Ordinance Rezoning City WTP HWY 93, a 25.257-acre parcel of land located at approximately 6809 SH 93 from Jefferson County P-D to City of Arvada OS (Open Space), be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 9 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/21/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report

EXHIBIT A
ZONING CONCEPT PLAN

A PARCEL OF LAND SITUATED IN THE EAST HALF OF SECTION 4, TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 4, THENCE ON THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 4, S00°26'23"E, A DISTANCE OF 1891.41 FEET; THENCE S89°33'37"W, A DISTANCE OF 119.92 FEET, TO POINT ON THE WEST RIGHT OF WAY LINE OF STATE HIGHWAY 93, AS RECORDED AT RECEPTION NUMBER 83058279 IN THE JEFFERSON COUNTY CLERK AND RECORDERS OFFICE, SAID POINT ALSO BEING THE **POINT OF BEGINNING**.

THENCE ALONG SAID WEST RIGHT OF WAY LINE THE FOLLOWING FOUR COURSES:

1. S02°29'30"E, A DISTANCE OF 28.84 FEET;
2. S00°25'30"E, A DISTANCE OF 468.50 FEET;
3. S24°39'09"E, A DISTANCE OF 109.70 FEET;
4. S00°25'30"E, A DISTANCE OF 659.03 FEET;

THENCE N87°14'59"W, A DISTANCE OF 165.38 FEET;

THENCE N58°57'20"W, A DISTANCE OF 1142.96 FEET TO A POINT ON THE EAST LINE OF A PARCEL OF LAND RECORDED AT RECEPTION NUMBER 88011875 IN THE JEFFERSON COUNTY CLERK AND RECORDERS OFFICE;

THENCE ON LAST SAID EAST LINE N01°22'15"W, A DISTANCE OF 631.84 FEET, TO A POINT ON THE SOUTH LINE OF A PARCEL OF LAND DESCRIBED AT RECEPTION NUMBER 88011876 IN THE JEFFERSON COUNTY CLERK AND RECORDERS OFFICE;

THENCE ON LAST SAID SOUTH LINE, N88°36'01"E, A DISTANCE OF 1104.51 FEET, TO THE **POINT OF BEGINNING**.

SAID PARCEL CONTAINS 1,100,186 SQUARE FEET OR 25.257 ACRES MORE OR LESS.

KEVIN W REYNOLDS
PROJECT NO. ARV.003
PREPARED FOR AND ON BEHALF OF
GALLOWAY & COMPANY, LLC
5500 GREENWOOD PLAZA BLVD. SUITE 200
GREENWOOD VILLAGE, COLORADO 80111

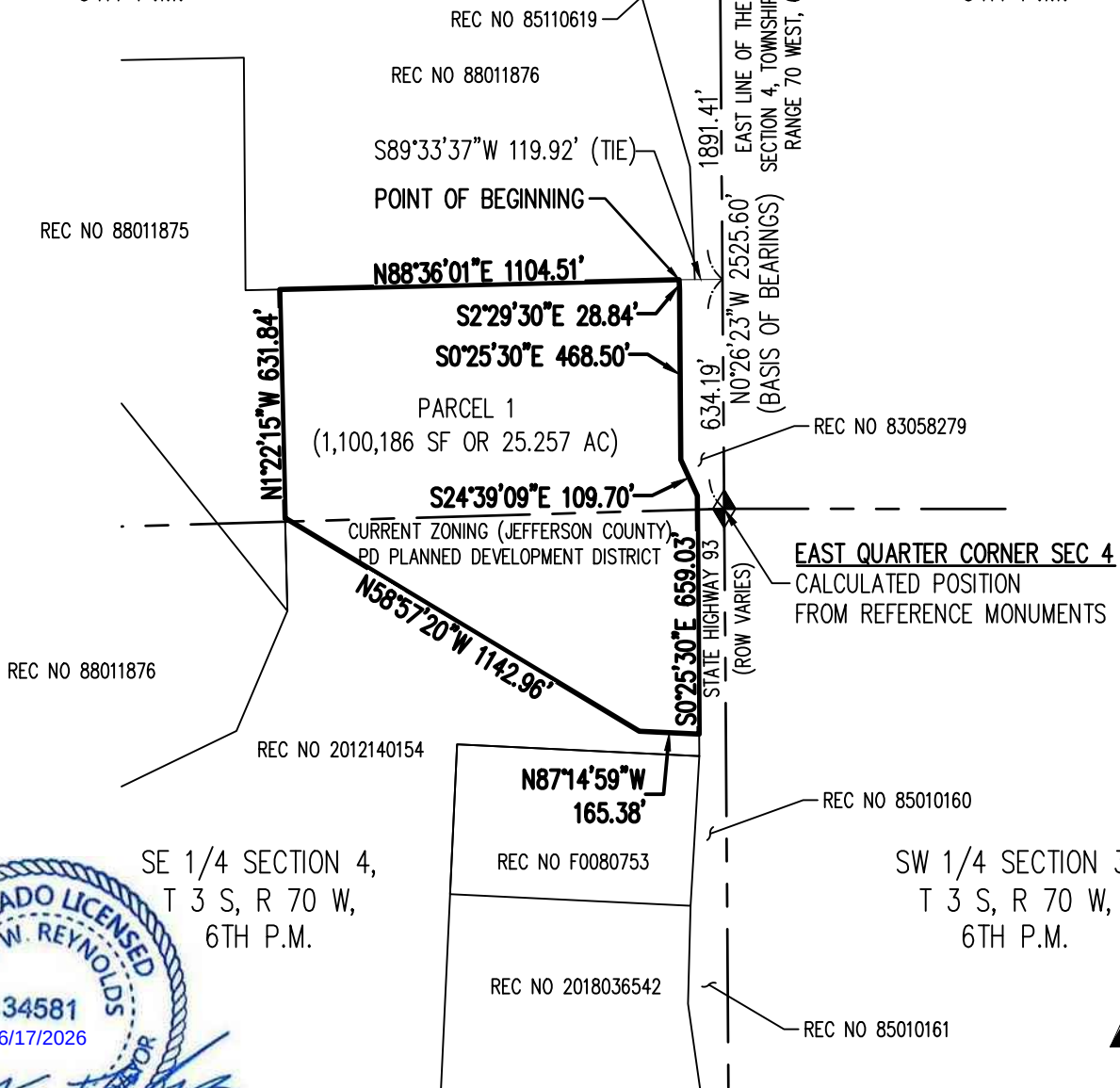


NORTHEAST CORNER SEC 4 – POINT OF COMMENCEMENT
FOUND 5" X 5" TAN COLORED STONE

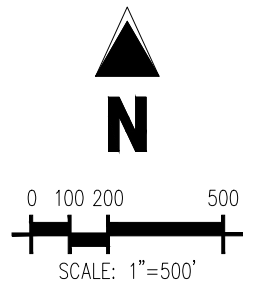
ILLUSTRATION FOR
EXHIBIT A

NE 1/4 SECTION 4,
T 3 S, R 70 W,
6TH P.M.

NW 1/4 SECTION 3,
T 3 S, R 70 W,
6TH P.M.



NOTE:
THIS DOES NOT REPRESENT A MONUMENTED LAND
SURVEY. IT IS INTENDED ONLY TO DEPICT THE
ATTACHED DESCRIPTION.



ZONING CONCEPT PLAN

EAST 1/2 SECTION 4, T3S, R70W

Project No:	ARV.003
Drawn By:	RCE
Checked By:	KWR
Date:	6-16-26

Galloway

5500 Greenwood Plaza Blvd., Suite 200
Greenwood Village, CO 80111
303.770.8884
GallowayUS.com



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.5.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: Major Modification from Section 4-7-2-1.H of the Land Development Code regarding Security Fencing for City WTP Highway 93, generally located at 6809 SH 93

Motion

That a Major Modification from Section 4-7-2-1.H of the Land Development Code for City WTP HWY 93 located at approximately 6809 SH 93, be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 9 and 10 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/21/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.6.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: Major Modification from Section 5-1-2-3.C.8.C of the Land Development Code regarding Maximum Roofline Length for City WTP Highway 93, generally located at 6809 SH 93

Motion

That a Major Modification from Section 5-1-2-3.C.8.C of the Land Development Code for City WTP HWY 93 located at approximately 6809 SH 93, be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 9 and 10 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/24/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.7.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: Major Modification from Section 5-1-2-3.C.6.b.i of the Land Development Code regarding Windows for City WTP Highway 93, generally located at 6809 SH 93

Motion

That a Major Modification from Section 5-1-2-3.C.6.b.i of the Land Development Code for City WTP HWY 93 located at approximately 6809 SH 93, be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 9 and 10 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/24/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report



REPORT TO PLANNING COMMISSION

AGENDA ITEM
8.A.8.

TO: PLANNING COMMISSION

DATE: August 5, 2026

SUBJECT: Height Exception from Section 2-1-3-1.C of the Land Development Code for the City WTP Highway 93, generally located at 6809 SH 93

Motion

That a Height Exception from Section 2-1-3-1.C of the Land Development Code for City WTP HWY 93 located at approximately 6809 SH 93, be recommended to City Council for (approval) (denial).

This motion is based on the findings of fact and approval criteria on Page(s) 10 and 11 of the Staff Report.

This motion is based on the following findings of fact for denial: (Recite approval criteria you believe the evidence fails to satisfy and your reasons).

Prepared by:

Heidi Van Gieson, Administrative Specialist

Reviewed by:

Approved by:

Rob Smetana, Planning Manager

07/20/2026

Josie Suk, Development Systems and Administrative Manager

07/24/2026

Kelsy Sargent, Assistant City Attorney

07/27/2026

Jessica Garner, Director of Community and Economic Development

07/28/2026

Enclosure, exhibits & attachments required to support the report