

**TOWN OF MILLIKEN  
PLANNING COMMISSION  
MEETING HOUSE, 1201 BROAD STREET**

**WEDNESDAY, NOVEMBER 2, 2011 7:00 P.M.**

**MINUTES**

The Planning Commission of Milliken convened into regular session on the 2th day of November, 2011 at 7:00 p.m. Those present were: Chairman Linda Measner, Vice-Chairman Tim Woodcock, Commissioners: James Anthony, Dave Bernhardt and Jordan Jemiola. Commissioners David Watson and Janet Carter were absent. Also present: Community Development Director Steve House and Town Co-Clerk Betty Rangel.

Chairman Measner called the meeting to order and led the audience in the pledge of allegiance.

**Agenda Approval**

Agenda approved as presented.

**Citizens Comments**

There were none.

**Minutes of Previous Meeting**

October 19, 2011 minutes approved with corrections.

**CONSENT AGENDA**

**No Items**

**ACTION AGENDA**

**1. Public Hearing on Amendments to Chapter 16, Article VII or the Milliken Municipal Code Regarding the Sign Code continued.**

Community Development Director Steve House explained this is a continuation of the public hearing from the last Planning Commission meeting. Director House reviewed the following;

- The added amendment on page 7-1 of the Sign code, number nine (9). *In order to provide an incentive for removal of nonconforming signs, permit fees and use taxes will be waived by the Town of Milliken, when a nonconforming sign is removed and replaced by a sign conforming with these regulations.*
- The change on page 7-9 in regard to Sandwich Board *minimum of 4 inch high lettering* instead of six (6) inch lettering as requested by the Commissioners at the November 2, 2011 meeting.
- The discussion on murals continued and a request was made to have the Town Attorney present at the next meeting to discuss legal implications of regulating murals.

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Commissioner Bernhardt moved to continue the public hearing for the proposed amendments to the Sign Code in order to have the Town Attorney present at the next meeting for legal advice on legal implications of regulating murals. Commissioner Anthony seconded the motion.

Discussion: There was no further discussion.

Vote: All in favor, none opposed.

**DISCUSSION AGENDA**

**1. Annexation Regulations**

Director House explained that included in the packets are copies of the Town's current annexation process, other town requirements for annexations, and a fee comparison for other towns.

Discussion, comments, questions and concerns included the following;

- Commissioners asked for clarification on fees for review and preparation for the annexation application process.
- A question was asked in regard to the Town's current Deposit and Fees structure for annexations.
- Co-Clerk Rangel clarified that it was in 2007 when the last Land Development Fee Schedule was evaluated and reviewed by Town Engineer Ketcham and Town Planner Ortiz.
- A request was made that more information be brought before the Commissioners in regard to the 2007 annexation fee structure.
- Director House explained a survey is required by the Town for the purpose double checking for any errors.
- Commissioners clarified that in regard to the annexation fees, it is in the Town's best interest not to charge fees recovering staff's cost/time.
- A suggestion was made the application fee for an annexation be \$150.00
- There was a question in regard to the Hoffschneider annexation. Director House said the Hoffschneider annexation would be brought before the Planning Commission at the December 7, 2011 meeting.

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**2. Downtown Parking**

Director House explained that at the last Planning Commission meeting, the Commissioners suggested that medians and flashing lights be emphasized as a safety control measure for pedestrian safety. Director House distributed a sample picture of what the median might look like on Broad Street.

A suggestion was made that Director House contact Colorado Department of Transportation in regard to the median and bike lane.

**3. Meeting with Johnstown Planning Commission on October 26, 2011**

Commissioner Bernhardt commented the meeting was very educational, there was a video presentation and discussion followed on.

**4. GOCO River Corridor Initiative-Concept Paper**

Director House explained that included in the packets is a copy of the Concept Paper for the GOCO River Corridor Initiative. The scope of the project includes sections of the Milliken and Platteville South Platte River in Weld County to identify master plan and preserve land for open space and recreation with a focus on points of access, buffers, trails, floodplains, wildlife habitats, view preservation and archaeological sites. The budget would need a cash match from Milliken of \$10,000.00

**END OF DISCUSSION AGENDA**

**Other Business**

**1. Weld County Number: USR11-0036**

Director House explained the Town received Weld County referral USR 11-0036. He said he had no comment on the referral. Commissioners said there is no conflict with the Town's interest.

**2. Weld County USR 11-0038**

Director House explained the Town received Weld County referral USR 11-0038. He said he had no comment on the referral. Commissioners said there is no conflict with the Town's interest.

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Unfinished Business

None

Adjournment

There being no further business, the meeting adjourned at 7:50 p.m.

Prepared by:

Approved by:

  
Beatriz Rangel, Town Co-Clerk

  
Chairman, Linda Measner