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PLANNING & ZONING COMMISSION REGULAR MEETING

450 S. Parish, Johnstown, CO
Wednesday, August 13, 2025, at 7:30 PM

MINUTES

CALL TO ORDER

Chair Grentz called the meeting to order at 7:34 pm

ROLL CALL

Commissioners Bailey, Campbell, Flores, and Chair Grentz were all present. Commissioner Abel was absent.

APPROVAL OF AGENDA

A motion was made to approve the agenda by Commissioner Flores and seconded by Commissioner Bailey. Motion passed 4/0.

APPROVAL OF MINUTES

A motion to approve the August 13, 2025, minutes was made by Commissioner Flores and seconded by Commissioner Campbell.

Motion passed 3/0, with Chair Grentz recused.

PUBLIC COMMENTS - *Regarding items and issues not included as a Public Hearing on this Agenda (limited to 3 minutes each)*

Lee Whittemere asked about the width of Outlot A and whether the new lots would be offset to prevent overlooking neighboring properties. The applicant confirmed the layout would ensure appropriate offsets and proper recording of property lines. He also discussed the need for additional trail infrastructure and stated that Johnstown would benefit from improved trail connectivity.

Jim Hatfield discussed concerns regarding license plate readers and security cameras, expressing that the lack of privacy is concerning regarding the Downtown Master Plan. Mr. Hatfield also detailed his concerns about three-story buildings near the neighborhood north of Weld County Road 48 ½.

NEW BUSINESS

1. Action Item - Recommend the appointment of two new members to serve on the Town of Johnstown Planning & Zoning Commission

Commissioner Flores made a motion to recommend that the Town Council appoint Elizabeth Sapp to the Planning & Zoning Commission. Commissioner Campbell seconded the motion.

Motion Passed: 4/0

Commissioner Campbell made a motion to recommend that the Town Council appoint Deb Morrell to the Planning & Zoning Commission. Commissioner Flores seconded the motion.

Motion Passed: 4/0

2. Informational Item – Town of Johnstown Downtown Master Plan

Economic Development Director, Sarah Crosthwaite, presented the Downtown Johnstown Master Plan, noting over a year of community outreach and development. She mentioned alignment with the 2021 Comprehensive Plan and 2023 Strategic Plan. She indicated that the plan is conceptual, intended to guide developers and property owners, and emphasizes medium- to high-density residential and commercial growth, connectivity through sidewalks, trails, and roads; an emphasis on green spaces, urban farm concepts, parking improvements, and streetscape enhancements along Parish Avenue. Next steps include adoption by Town Council.

The Commission asked questions about various aspects of the plan, and it received high praise from the majority of the Commission.

3. Subdivision Case No. SUB23-0007 - Replat of Tract 1, of Corbett Glen Filing No. 1

Planning Director, Jeremy Gleim, introduced Corbett Glen Filing No. 1 for the Commissioners and public. The subject property is located at the northeast corner of Carlson Boulevard and Ballantine Boulevard, just north of County Road 60. The 2.4-acre PUD-zoned property is proposed to be subdivided into five single-family residential lots and two outlots, one for utility easements and one for drainage. Mr. Gleim noted that subdivisions of four lots or fewer can be approved administratively, but this five-lot subdivision requires Planning and Zoning Commission review.

Commissioner Campbell raised questions regarding previous plans for multifamily development, drainage, and outlot maintenance.

The applicant's representative, Bruce Gillam, explained that the project shifted from multifamily to single-family homes for market reasons, with Outlot A dedicated to water and sewer easements and Outlot B for stormwater management. Mr. Gillam also cited legal challenges with townhome development.

Chair Grentz invited the public to make comments on the project.

Lee Whitemere asked about the width of Outlot A and whether the new lots would be offset to prevent overlooking neighboring properties. Mr. Gillam confirmed the layout would ensure appropriate offsets and proper recording of property lines.

The public hearing was closed.

A motion by Commissioner Flores was made to recommend that the Town Council approve the Replat of Tract 1, of Corbett Glen Filing No 1 Subdivision Case No. SUB23-0007. Commissioner Bailey seconded the motion.

Motion Passed: 4/0

DEPARTMENTAL REPORT

Mr. Gleim provided an update on the Parish Avenue corridor study, which will examine the corridor from downtown to the railroad tracks north of Pioneer Ridge. The study will assess current conditions, development opportunities, constraints, and long-term planning for vehicle and pedestrian safety. The project is expected to take nine to twelve months once awarded and will consider future development impacts both north and south along the corridor, as well as existing utility improvements.

COMMISSIONER REPORTS AND COMMENTS

Chair Grentz mentioned that the appointment of the two new Commissioners will be on the Town Council agenda for their regular meeting on September 3, 2025.

ADJOURN

The meeting was adjourned at 8:50 by Chair Grentz

Approved and reviewed by:

Jeremy Gleim - Planning & Development Director

Jason Grentz - Planning & Zoning Commission Chair