City of Greeley Colorado | BOARDS & COMMISSIONS

Planning Commission Meeting Minutes

September 9, 2025, at 1:15 pm

1. **Call to Order**
   Vice Chair Andersen called the meeting to order at 1:17 pm.

2. **Roll Call - Present**
   Vice Chair Louisa Andersen
   Commissioner Erik Briscoe
   Commissioner Jeff Carlson
   Commissioner Brian Franzen
   Commissioner Larry Modlin
   Absent
   Chair Justin Yeater
   Commissioner Christian Schulte

3. **Approval of the agenda**
   There were no changes to the agenda.
   The meeting proceeded with the agenda as published.

4. **Approval of the August 26, 2025, Planning Commission Meeting Minutes**
   There were no changes to the minutes.
   Motion by Commissioner Modlin:
   He moved to approve the August 26, 2025, Planning Commission Meeting Minutes as published.
   Second: Commissioner Carlson
   Vote: Motion carried 5-0
   Absent: Chair Yeater and Commissioner Schulte

5. **Staff Report**
   Don Threewitt (Deputy Director of Community Development) shared that on 9/16/2025 the City Council will hold a hearing on the Cascadia PUD, noting that seating may be limited, and community members are welcome to tune in. On 10/7/2025 the mayor will issue a proclamation recognizing October as *National Community Planning Month*. Staff and partners are encouraged to attend, as it's an opportunity to highlight their vital role in Greeley's planning efforts.
   Mr. Threewitt also shared that the long-anticipated development code update has officially launched at the staff level. Due to budget constraints, the process will be phased and extend through 2027. The update will be approached in modules, addressing individual chapters in depth with community and stakeholder engagement throughout.
   The first chapter under review will cover procedures, focusing on approval processes and related requirements. Work sessions and discussions with consultants and staff are expected in the coming months.

Draft changes will be posted on the *Speak Up Greeley* platform for public review and feedback. Outreach and education will precede formal adoption.

Commissioner Briscoe asked if the Cascadia PUD was presented for first reading to City Council last Tuesday 9/2/2025. Mr. Threewitt confirmed that it was correct and added the second reading and public hearing will take place next Tuesday 9/16/2025.

Commissioner Modlin suggested using this opportunity to take another look at the Comprehensive Plan. While there's no need to start over, the current plan has moved away from where it needs to be. As the city works through code updates one section at a time, there's a good chance to realign parts of the Comprehensive Plan alongside those zoning changes. Because many of these projects are connected, working on them together can save time and effort. This way, parts of the plan can be updated along with zoning rules to better show how one affects the other.

Mr. Threewitt shared that traditionally, cities update their comprehensive plan first, then revise their development code to match. Greeley, however, is currently updating its code based on an older comprehensive plan and several subarea plans.

Mr. Threewitt continued by explaining the city's current strategy involves updating area-specific plans—such as the East and West subareas, with a North subarea and individual neighborhood plans to follow. Each of these plans is built around consistent planning themes, allowing them to be integrated into a full Comprehensive Plan update. Originally planned for 2027, the full update will likely shift to 2028 due to budget constraints. At that point, the collection of subarea and neighborhood plans will form the foundation for a citywide vision. This approach also allows for quicker updates to plans in fast-changing areas, making the city more responsive to development pressures over time.

Commissioner Franzen asked where the department is experiencing financial limitations and whether those are tied to broader funding priorities or other underlying issues.

Mr. Threewitt answered by saying Community Development has the resources to do their work effectively. However, the 2026 budget is still undecided and won't be finalized for at least another month. Recent years have seen lower construction activity, prompting the city to better align projected revenues with expenditure. This year's work plan was ambitious, aiming to fully fund three major projects. As a result, while the West Subarea Plan is fully funded, the East Subarea Plan and code update have been shifted to multi-year timelines. This approach allows for more deliberate planning and community engagement, particularly with the code update. Mr. Threewitt clarified that it's less about current budget cuts and more about adjusting work plans in response to expected revenue trends.

6. **Adjournment**

   With no other questions for staff, Vice Chair Andersen adjourned the meeting at 1:27 pm and moved into the Workshop portion.

Workshop

7. Culture Parks & Recreation Master Plan, Diana Frick (Director of Culture Parks & Recreation and Jill Krantz (Deputy Director of Culture Parks & Recreation)

   Diana Frick (Director of Culture Parks & Recreation) began their presentation by introducing herself, Jill Krantz (Deputy Director of Culture Parks & Recreation) and their presentation as published.

Commissioner Modlin asked what would happen if recreational facilities—both existing and upcoming—were regionalized, particularly those expanding west and southeast. He inquired whether the Metro District tax base could be used to fund new developments in the west, preserving sales tax dollars for maintaining current facilities. Additionally, Commissioner Modlin asked if it's possible to create separate budgets for each region based on known funding sources, enabling more strategic, forward-looking planning.

Ms. Frick answered the first question by saying the department is tracking metro district developments in Greeley, as future programming depends on where growth occurs. With the Family Funplex as the westernmost facility, there are no current plans for expansion. Programming decisions are based on demographics and community input, recognizing shifts in preferences—such as trails and events over playgrounds or rec centers. Ms. Frick answered the second part of the question by saying the development impact fees offer limited support for parks and trails and don't fund cultural or recreation facilities. With rising costs, these fees fall short—like a $3 million park funded by only $800,000 in fees. Culture, Parks & Recreation relies on sales, food, and Quality of Life taxes for operations, maintenance, and major projects. The department is exploring long-term funding and reassessing whether small neighborhood parks meet the city's growing need for larger, amenity-rich community parks.

Commissioner Briscoe asked whether any value analysis has been conducted—such as evaluating daily user numbers against potential revenue generation—and where such data might suggest the city should prioritize its efforts. He also asked about the surveys. Ms. Frick answered yes, the team is evaluating its current portfolio to identify the most valuable assets to present to the community.

Ms. Frick responded to Commissioner Briscoe's survey question by saying the same provider conducting the citywide survey is also handling the CPRD survey, and efforts were made to ensure the responses remained distinct. This allows the department to compare focus areas across communities and better understand varying needs. Decision-making involves many factors, as different populations prioritize different programs and facilities. While CPRD aims to offer a broad portfolio, it can't provide everything, so collaboration with partners and awareness of nearby community offerings are key to avoiding duplication and maximizing impact.

Conversation ensued between Commissioner Briscoe and Ms. Frick regarding Greeley's swimming pools. Commissioner Briscoe mentioned there are few competitive swimming facilities currently available in Greeley. Ms. Frick shared that many meets are held at the Downtown Recreation Center, and long-term plans include upgrading the centrally located Centennial Pool (built in 1964). The aquatic supervisor sees potential in deepening the pool to enhance its value as both a community resource and an economic driver through swimming meets, tourism, and local use.

Commissioner Briscoe asked how the financial situation reached this point, and whether any funds had been escrowed for deferred maintenance or capital improvements. Ms. Frick noted the city has long struggled with deferred maintenance. Upon her arrival, she directed staff to shift from focusing only on available funding to identifying all facility needs. This new approach led to a comprehensive assessment and the large maintenance estimate recently presented to Council, along with a plan for addressing it.

Commissioner Franzen requested clarification on how parks generate revenue. Ms. Frick shared that field rental revenue is minimal and doesn't cover maintenance or operating costs. An upcoming cost recovery study will evaluate the gap between expenses and revenue, though most park operations are already largely supported by the General Fund. The golf courses were also mentioned by Commissioner Briscoe. Ms. Frick explained that the golf courses are self-sustaining operationally but can't fund capital improvements. Dedicated sales tax supports projects like irrigation replacements and the planned Highland Hills Clubhouse upgrade, which could transform the outdated 1960s facility into a more versatile event venue. Conversation

ensued between the Commission and Ms. Frick regarding golf pricing, they addressed the increase in rounds played since COVID, as well as recent golf cart upgrades.
Commissioner Carlson asked, in relation to deferred maintenance, whether there are any imminent safety concerns or if those risks have been effectively managed for now. Ms. Frick indicated that imminent safety concerns have been managed and are being prioritized accordingly.
Commissioner Carlson inquired about the 611 children on the waitlist who were unable to participate, asking whether the waitlist was due to structural limitations such as insufficient facility space or field availability, or if it was related to program fees preventing their inclusion. Ms. Frick confirmed there is a financial assistance program to ensure no one is excluded due to cost. However, the 611 children on the waitlist are primarily due to limited programming space—specifically, no room for additional soccer teams or swim lessons, which had the highest waitlist numbers.
Vice Chair Andersen asked, given that the plan has already been presented to Council, how the Planning Commissions input can assist in refining the process. Ms. Frick expressed gratitude for the opportunity to speak, noting a prior scheduling issue. She emphasized the importance of continued advocacy from the group as they work with the community, Council, and city leadership to support services and programming, noting that while advocacy is most helpful.
Vice Chair Andersen inquired about the possibility of bonding against the Quality-of-Life tax as a future option and whether this approach would specifically support establishing an escrow fund for quality-of-life capital investments, allowing such funding to be incorporated into capital bond requests. Ms. Frick confirmed that bonding would apply to new projects. Currently, they are inventorying existing facilities to assess maintenance and replacement needs. Discussions about bonding against the Quality-of-Life tax are ongoing with leadership and Council. Ms. Frick noted a recent dedication of funds to the Merge project and expressed interest in bonding as a cost-effective alternative to pay-as-you-go funding for future capital expenses.
With no other questions, the workshop ended at 2:15 pm.

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Justin Yeater
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Justin Yeater – Chair

Signed by:
Brian K McBroom
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Brian McBroom – Community Development Director