



BOARDS & COMMISSIONS

Planning Commission Meeting Minutes

October 28, 2025, at 1:15pm

1. Call to Order

Vice Chair Andersen called the meeting to order at 1:19pm.

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

Brian McBroom (Director of Community Development) asked to amend the agenda to make item 4 an expedited case.

Motion by Commissioner Franzen:

He moved to change item 4 to an expedited agenda item.

Second: Commissioner Carlson

Vote: Motion passed 5-0

Absent: Chair Yeater and Commissioner Schulte

4. An Expedited public meeting to consider a request for approval of a preliminary subdivision of 23.99+ acres of land into 11 lots and dedication of right-of-way. The subject property is located generally at the northwest corner of the intersection of 83rd Avenue and HW 34/10th Street. Known as Short Grass Subdivision SUB2025-0001.

Vice Chair Andersen asked the commission and the public if anyone would wish to see a presentation. Seeing none, she opened the public portion of the meeting at 1:21pm. Vice Chair Andersen asked if anyone would like to speak to the item. Seeing none in person or online, she closed the public portion of the meeting at 1:21pm.

Vice Chair Andersen turned it over to the Commission for action.

Motion by Commissioner Briscoe:

He moved that based on the application received and the preceding analysis, the Planning Commission finds that the proposed preliminary subdivision plat is in compliance with Development Code Section 24-203(b)(1) and therefore **approves** the preliminary subdivision plat as presented.

Second: Commissioner Carlson

Vote: Motion passed 5-0

Absent: Chair Yeater and Commissioner Schulte

5. Staff Report:

Brian McBroom (Director of Community Development) shared that staff did not include the minutes from the October 14, 2025, Planning Commission meeting in this packet. They are taking additional time to ensure that all key discussions, ideas, and comments are accurately captured, as it was a lengthy meeting with substantial input. The finalized minutes will be included in the next meeting packet.

Mr. McBroom then shared an update regarding the Cascadia PUD petition. The City Clerk's Office is currently verifying all submitted signatures. The results of the verification process will be reported to the Commission at the next meeting.

6. Adjournment:

Seeing no other questions or comments from the Commissioners, Vice Chair Andersen adjourned the meeting at 1:23pm and moved into the Workshop portion of the meeting.

Workshop

7. Development Code Text Amendment for Affordable Housing, Caleb Jackson

Caleb Jackson (Planning Supervisor) began his presentation by introducing himself and the item as published.

Commissioner Franzen asked how a 25% parking reduction would work with the decreased setbacks and lot sizes, and where parking would be accommodated. He also inquired whether the intent was to encourage public transit use and walkability. Mr. Jackson noted that parking represents a significant cost and use of land. Reducing off-street parking requirements for this type of development could allow for more affordable housing on the site. He added that transit access, walkability, such as in the nearby StarRise development, and the use of on-street parking are all factors being considered as alternatives.

Deb Callies (Housing Director), also in attendance, joined the discussion to add that according to their research the population most likely to qualify for and seek housing in these developments are less likely to be part of multi-car households.

A discussion followed between the Commission, Ms. Callies and Mr. Jackson, regarding current parking issues observed in the area, including on-street parking congestion, inoperable vehicles, and the number of vehicles owned by some residents.

Commissioner Franzen mentioned the other relaxed standards, such as setbacks and building height. He asked if there were enhanced safety requirements, like firewalls, when setbacks are reduced. Mr. Jackson stated the ordinance will explicitly state that compliance with the building and fire codes remains required. If a reduced setback necessitates a firewall or similar safety feature, those provisions must be met.

Commissioner Briscoe inquired if "proximity to parks and other amenities" is defined by a specific distance or radius, or if it is meant in a more general sense. Mr. Jackson explained that while the Parks Department defines a park's service area as a half-mile radius, the draft adds

guardrails requiring that distance to be along a pedestrian route to a usable park amenity, not merely to the park's edge.

Commissioner Briscoe asked if this is one of the adoptions that is necessary so we can continue to qualify for grants relating to Proposition 123. Mr. Jackson answered yes.

Conversation ensued between the Commission, Mr. Jackson and Ms. Callies regarding the fast-track process and the relaxed standards as supported by the Strategic Housing Plan that Council adopted.

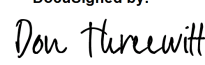
Commissioner Carlson asked if there is a distinction between low-income housing and affordable housing, inquiring if those are considered separate categories. Ms. Callies explained that the terms "low-income" and "affordable housing" are generally used interchangeably. Housing costs are typically defined as no more than 30% of household income, with affordability tied to Area Median Income (AMI) levels and funding sources. For example, tax credit projects generally target households at 60–80% AMI, while Proposition 123 extends up to 100% AMI. Ms. Callies continued by sharing the city defines its own categories of "affordable" and "attainable" housing to align with these funding sources and applies them when considering relaxed development standards. This approach also aligns with the 2023 Housing Needs Assessment, which found that about half of new units would fall within those affordability ranges.

Commissioner Franzen asked what the current level of interest from developers is in taking part in affordable housing projects. Ms. Callies noted that several developers are interested in pursuing affordable housing projects in the city, including some with prior experience in other communities who now prefer to build locally due to challenges elsewhere. Others, new to affordable housing, are motivated by both community need and a sense of civic responsibility. Overall, there is strong interest in building in Greeley.

Signed by:

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Louisa Andersen – Vice Chair

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Don Threewitt – Interim Community Development Director