



RECORD OF PROCEEDINGS

Derby Review Board
February 20, 2018

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CALL TO ORDER: Board Member Younger called the meeting to order at 5:30 p.m.

NOMINATION: Board Member Hall nominated Board Member Younger as Acting Chairperson for this meeting and the start of next meeting. Board Member Mercado seconded the nomination.

Voice Vote: All Voting Affirmative

MINUTES: Board Member Hall made a motion to approve the minutes of the December 19, 2017 meeting. Councilman Teter seconded the motion.

Voice Vote: All Voting Affirmative

ROLL CALL: Candice Alexander called roll. **Present:** Younger, Teter, Hall, Mercado, and Ertl

OTHERS PRESENT: Caitlin Hasenbalg Long, Planner
Rachel Allen, Senior Assistant City Attorney
Tricia Mason, Executive Administrative Assistant
Candice Alexander, Administrative Specialist

CASES: The Derby Review Board proceeded with the public hearing.
Case proceedings continued on the following pages.

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Case #: DRB-069-18

Location: 7270 Magnolia Street, Commerce City, CO 80022

**Applicant/
Owner:** Eddie Olivas (State Farm) / 7270 Magnolia Street, Commerce City, CO 80022
Same

Request:

1. The applicant is requesting Derby Review Board approval of exterior LED lighting.
2. The applicant is requesting Derby Review Board approval of \$2,056 in catalyst funds.

Discussion:

Detailed case information can be found in the staff report on file at the Commerce City Community Development Department.

City Planner, Caitlin Hasenbalg Long reviewed the staff report and presentation. Staff is recommending approval of the proposed lighting and catalyst fund request as the proposal meets the design principles of the Derby Design Guidelines and the requirements of the Land Development Code.

The applicant, Eddie Olivas, was present to answer questions.

In response to a question by the board, Planner Hasenbalg Long confirmed the reimbursement would be 50% of the cost, not to exceed the original amount requested, no matter the color of the lighting.

There being no further business to discuss on the request, a motion was requested.

Motion:

Request 1:

Board Member Hall made the following motion: "Based upon the finding that the application meets the design principles of the Derby Design Guidelines, I move that the Derby Review Board grant approval in case DRB-069-18, a Derby Redevelopment application for the property located at 7270 Magnolia Street." Councilman Teter seconded the motion.

Voice Vote:

Hall	Yes	
Teter	Yes	
Younger	Yes	
Mercado	Yes	
Ertl	Yes	5 Yes, Motion passed.

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Request 2:

Board Member Hall made the following motion: "I move that the Derby Review Board approve the use of catalyst funds in an amount not to exceed \$2,056 to reimburse the applicant for costs the City determines qualify under the program." Board Member Ertl seconded the motion.

Voice Vote:

Hall	Yes
Ertl	Yes
Younger	Yes
Teter	Yes
Mercado	Yes

5 Yes, Motion passed.

Case #: DRB-070-18

Location: 7326 Magnolia Street, Commerce City, CO 80022

**Applicant/
Owner:** Apex Signs & Graphics / 505 N. Link Lane #2, Fort Collins, CO 80524
Bank of the West / 7326 Magnolia Street, Commerce City, CO 80022

Request: Approval of new signage throughout the site.

Discussion:

Detailed case information can be found in the staff report on file at the Commerce City Community Development Department.

City Planner, Caitlin Hasenbalg Long reviewed the staff report and presentation. Staff is recommending approval of the proposed signage as the proposal meets the design principles of the Derby Design Guidelines and the requirements of the Land Development Code.

The applicant, Tim Trujillo, was present to answer questions.

In response to a question by the board, the applicant re-confirmed he was not interested in applying for a catalyst fund reimbursement.

There being no further business to discuss on the request, a motion was requested.

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Motion:

Request:

Board Member Ertl made the following motion “Based upon the finding that the application meets the design principles of the Derby Design Guidelines, I move that the Derby Review Board grant approval in case DRB-070-18, a Derby Redevelopment application for the property located at 7326 Magnolia Street.” Councilman Teter seconded the motion.

Voice Vote:

Ertl	Yes
Teter	Yes
Younger	Yes
Mercado	Yes
Hall	Yes

5 Yes, Motion passed.

Case #: DRB-071-18

Location: 7260 Monaco Street, Commerce City, CO 80022

**Applicant/
Owner:** Dorli Morles / 7260 Monaco Street, Commerce City, CO 80022
Jill Lafferty / 18435 WCR 33 La Salle, CO 80645

Request:

1. The applicant requests Derby Review Board approval of 1 proposed business sign.
2. The applicant requests approval of a maximum of \$1,928 in catalyst funds.

Discussion:

Detailed case information can be found in the staff report on file at the Commerce City Community Development Department.

The applicant was not present to answer questions, but the board agreed to review the case without applicant presence.

City Planner, Caitlin Hasenbalg Long reviewed the staff report and presentation. Staff is recommending approval of the proposed sign and catalyst fund requests as the proposed signage meets the design principles of the Derby Design Guidelines and the requirements of the Land Development Code.

There being no further business to discuss on the request, a motion was requested.

Motion:

Request 1:

Board Member Mercado made the following motion “Based upon the finding that the application meets the design principles of the Derby Design Guidelines, I move that the Derby Review Board grant approval in case DRB-071-18, a Derby Redevelopment application for the property located at 7260 Monaco Street.” Board Member Hall seconded the motion.

Voice Vote:

Mercado	Yes
Hall	Yes
Younger	Yes
Teter	Yes
Ertl	Yes

5 Yes, Motion passed.

Request 2:

Councilman Teter made the following motion “I move that the Derby Review Board approve the use of catalyst funds in an amount not to exceed \$1,928 to reimburse the applicant for costs the City determines qualify under the program.” Board Member Ertl seconded the motion.

Voice Vote:

Hall	Yes/No
Mercado	Yes/No
Teter	Yes/No
Ertl	Yes/No
Younger	Yes/No

5 Yes, Motion passed.

Board and Staff Business:

Board agreed to hold a study session in March if there are no cases to review.

Planner Hasenbalg Long will check status of the Derby Tire site and provide an update to the board at the next meeting.

Public Comments:

Jennie Loveridge voiced an interest in serving on the Derby Review Board and inquired about the application process.

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ADJOURN: Acting Chairperson Younger adjourned the meeting at 6:09 p.m.

(Signature)

(Print Name)

Acting Chairperson

Candice Alexander
Administrative Specialist

DRAFT