



Planning Commission
Regular Meeting Agenda
Tuesday, March 3, 2026
6:00 PM
Town Hall Council Chambers
124 E. Coal Creek Drive

Members of the public may participate in the meeting in person, [via Zoom](#) or [view the meeting on YouTube](#) (closed captioning available). The recording of the meeting will be made available on [YouTube](#) and at [SuperiorColorado.gov](#) after the meeting.

1. Call to Order
2. Preliminary Matters
 - a. Roll Call
 - b. Public comment on Consent Agenda, Presentations, and Non-Agenda Items. Persons making public comment are asked to state your name and the city you live in (limit 5 min./person)
3. Approval of Minutes of Planning Commission
 - a. 02/17/2026 Minutes
4. Public Hearing
 - a. An Ordinance of the Town Council of the Town of Superior amending Article X of Chapter 16 of the Superior Municipal Code regarding an amendment to Planned Development Plans
5. Adjournment



PLANNING COMMISSION MEETING MINUTES

**Regular Meeting
February 17th, 2026
Town Hall, 124 E. Coal Creek Drive
6:00 p.m.**

1. CALL TO ORDER A REGULAR MEETING OF THE PLANNING COMMISSION

Chair David Harper called the meeting to order at 6:00PM

2. PRELIMINARY MATTERS

a. ROLL CALL

Present: Chair David Harper
Vice Chair Ryan Mojo
Commissioner Amanda Vaughan
Commissioner Michael Barnes
Commissioner Anne Shanahan

Absent: Commissioner Steve Witte
Commissioner Michael Gordon
Commissioner David Gross

Others Present: Renae Stavros, Planning and Building Director
Bria May, Town Attorney's Office

b. PUBLIC COMMENT ON CONSENT AGENDA AND NON-AGENDA ITEMS

None

3. APPROVAL OF MINUTES OF PLANNING COMMISSION

a. January 20th, 2026 MEETING MINUTES

MOTION: Vice Chair Ryan Mojo moved to approve January 20th, 2026 Meeting Minutes,
Seconded by Commissioner Anne Shanahan

VOTE: Motion carried 5-0

AYES: Chair David Harper, Vice Chair Ryan Mojo, Commissioner Amanda Vaughan, Commissioner Michael Barnes, Commissioner Anne Shanahan

NOES: None

ABSTAIN: None

b. February 3rd, 2026 MEETING MINUTES

MOTION: Vice Chair Ryan Mojo moved to approve January 20th, 2026 Meeting Minutes, Seconded by Commissioner Amanda Vaughan

VOTE: Motion carried 5-0

AYES: Chair David Harper, Vice Chair Ryan Mojo, Commissioner Amanda Vaughan, Commissioner Michael Barnes, Commissioner Anne Shanahan

NOES: None

ABSTAIN: None

4. PUBLIC HEARING

a. An Ordinance of the Town Council of the Town of Superior amending various sections of Chapter 16 the Superior Municipal Code, regarding exterior lighting standards

i. Commission discusses/comments on details regarding the exterior lighting standards proposed in the Ordinance

MOTION: Commissioner Michael Barnes moved to recommend adoption of amendments to the Town's Municipal Code, Chapter 16, pertaining to exterior lighting standards, with the provision that the one thousand five hundred (1500) lumens limit be increased to one thousand six hundred (1600) lumens, to accommodate to LED bulbs, Seconded by Commissioner Anne Shanahan

VOTE: Motion carried 5-0

AYES: Chair David Harper, Vice Chair Ryan Mojo, Commissioner Amanda Vaughan, Commissioner Michael Barnes, Commissioner Anne Shanahan

NOES: None

ABSTAIN: None

5. UPDATES

- a. Block 7 Food Hall, working on resubmittal
- b. Kite Route Crossing groundbreaking, March 4th 11:00AM, Civic Space
- c. Comprehensive Plan Update second reading, February 23rd 6:00PM, Town Council

6. ADJOURNMENT

Chair David Harper adjourned meeting at 7:03PM



Item Number:4.a.

Information for Meeting of the Superior Planning Commission

Agenda Item Name:	An Ordinance of the Town Council of the Town of Superior amending Article X of Chapter 16 of the Superior Municipal Code regarding an amendment to Planned Development Plans
Meeting Date:	March 3, 2026
Presented By:	Renaë Stavros, Planning and Building Director
Presented For:	Action

Background:

BACKGROUND:

[Chapter 16 – Land Use](#) is the regulatory chapter in the Superior Municipal Code that “*ensures the orderly, efficient and integrated development of the Town in a way that promotes the public health, safety and general welfare and that is compatible and protective of the natural environment.*” The code was last updated February 23rd, 2026 to qualify and quantify exterior lighting requirements and consolidate the requirements into one section of the Municipal Code.

The purpose of the proposed amendments is to specify the applicant requirements for a Planned Development (PD) Amendment. The draft ordinance is included as an Attachment.

PROPOSAL:

Currently, the Town's Land Use Code is silent with respect to which persons or entities are permitted to apply for PD Amendments. To address this omission, the Town is proposing to amend Section 16-10-30 -- PD Plan of the Code to add subsection (f) which specifies applicant requirements for a PD Amendment. Under the proposed Amendment, authorized applicants include:

- a. The Town;
- b. The original applicant;
- c. Individuals specifically authorized to amend a PD plan pursuant to the terms and conditions of the PD plan;
- d. An individual or group of individuals who own or control more than fifty percent (50%) of the properties within the PD plan's area;
- e. A homeowners' association authorized to represent the property owners within the PD plan area; or
- f. For PD plan areas controlled by neighborhood covenants, but not represented by a homeowners' association, a property owner within the PD plan area for which an amendment is

being sought who has submitted a valid petition to the Town as follows:

- i. The petition shall include the name and mailing address of the applicant seeking the PD plan amendment.
- ii. The petition shall be signed by the owners of at least twenty-five (25) properties or ten percent (10%) of the properties within the PD plan, whichever is less, not including the applicant's signature.
- iii. The petition shall set out in full the proposed PD plan amendment.
- iv. All pages of the petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature shall be executed in a permanent and verifiable manner and shall include the full name, street address of the person signing, and date of signature. ; and
- v. The petition shall be filed with the Town Clerk. The Town Clerk shall approve or reject the form of the petition no later than five (5) business days following the date of filing. If rejected, the Town Clerk shall state the specific basis for rejection and allow the property owner reasonable time to cure the petition. Upon approval of the petition, the Town Clerk shall refer the petition to the Planning and Building Department, and the petition shall be treated as an application for a PD plan amendment.

ANALYSIS:

In general, provisions a. - e. of the proposed Amendment are consistent with prior Town policy and practice with respect to applicant requirements for PD Amendments. However, the applicant type described in f. is new. In the past, the Town has not allowed a PD to be amended by a subset of property owners within a particular PD. The impetus for the proposed change is the consideration of neighborhoods that are controlled by a PD but do not have a representative body like an HOA to submit PD Amendment applications on their behalf. Under the revised Code, PD Amendment applications could be submitted by members of these communities, provided the support of owners of at least twenty-five properties or ten percent (10%) of the properties within the PD plan, whichever is less.

Several arguments speak in favor of the proposed change. Other communities have the ability to apply for changes to their PDs, so why should PD-governed communities without an HOA be any different? The Amendment is proposed in the interest of community parity with respect to the Code. Enabling neighborhoods to act on their own behalf is also arguably more democratic, insofar as local control and self-determination are democratic principles worth promoting. Furthermore, having an avenue for all communities to represent their own interests relieves the Town from introducing and administering future PD Amendment applications on behalf of any particular community.

The proposed addition of subsection f. does present several potential unintended consequences and challenges. To begin with, PDs are foundational documents for communities and are intended to be difficult to change. Lowering the Amendment threshold of 25 property owners or 10% of the property owners, whichever is less (amounting to only 17 property owners in an area like Sagamore) might create instability in neighborhoods, as well as an undue administrative burden for Town Staff. The quantity of proposed PD Amendments might be inversely related to their quality. Highly vocal or well-resourced sub-group within a community might manipulate the new rule to their advantage, creating conflict and strife among neighbors. Staff resources

might also be stretched managing an influx of PD Amendments proposed by small groups of like-minded neighbors. Moreover, establishing a lower Amendment bar for certain neighborhoods might be perceived as unfair by other communities in town, for whom applicants must control more than 50% of the properties or possibly more in HOA-governed communities, which often have even higher voting thresholds. It may also be possible for PD-governed neighborhoods to establish new HOAs if they feel that is in their best interest.

Recommendation:

The Planning Commission may recommend the proposed Ordinance amending the Municipal Code Sec. 16-10-30 for approval, or recommend approval with revisions, or not recommend it for approval to the Town Council.

Recommendation:

Budget Implications:

Motion:

Attachments:

- 1. PD Amendment-O022526

**Town of Superior
Ordinance Number O-
Series 2026**

**An Ordinance of the Town Council of the Town of Superior
amending Article X of Chapter 16 of the Superior Municipal Code
regarding amendment to Planned Development Plans**

Whereas, the Town Council finds it in the best interest of the public health, safety and welfare to clarify how Planned Development ("PD") Plans may be amended.

Now, therefore, be it ordained by the Town Council of the Town of Superior, Colorado:

Section 1. Section 16-10-30(c)(5) of the Superior Municipal Code is hereby repealed in its entirety.

Section 2. Section 16-10-30 of the Superior Municipal Code is hereby amended by the addition of a new Section 16-10-30(f) to read as follows:

Sec. 16-10-30. – PD plan.

* * *

(f) *Amendment.*

(1) The following may apply for an amendment to a PD plan:

- a. The Town;
- b. The original applicant;
- c. Individuals specifically authorized to amend a PD plan pursuant to the terms and conditions of the PD plan;
- d. An individual or group of individuals who own or control more than fifty percent (50%) of the properties within the PD plan's area;
- e. A homeowners' association authorized to represent the property owners within the PD plan area; or
- f. For PD plan areas controlled by neighborhood covenants, but not represented by a homeowners' association, a property owner within the PD plan area for which an amendment is being sought who has submitted a valid petition to the Town as follows:

i. The petition shall include the name and mailing address of the applicant seeking the PD plan amendment.

ii. The petition shall be signed by the owners of at least twenty-five (25) properties or ten percent (10%) of the properties within the PD plan, whichever is less, not including the applicant's signature.

iii. The petition shall set out in full the proposed PD plan amendment.

iv. All pages of the petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature shall be executed in a permanent and verifiable manner and shall include the full name, street address of the person signing, and date of signature. ; and

v. The petition shall be filed with the Town Clerk. The Town Clerk shall approve or reject the form of the petition no later than five (5) business days following the date of filing. If rejected, the Town Clerk shall state the specific basis for rejection and allow the property owner reasonable time to cure the petition. Upon approval of the petition, the Town Clerk shall refer the petition to the Planning and Building Department, and the petition shall be treated as an application for a PD plan amendment.

(2) An amendment to a PD plan shall be treated as a new plan; provided that minor amendments to the PD plan that do not exceed the threshold standards set forth in Subsection 16-2-90(a) may be approved by the Town Manager.

Section 3. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

Section 4. Effective Date. This Ordinance shall take effect 10 days after publication following adoption.

Introduced, read, passed and ordered published this _____ day of _____, 2026.

Mark Lacis, Mayor

Attest:

Shannon Dujardin, Town Clerk