



Built On What Matters

Town of Frederick Planning Commission Agenda

Frederick Town Hall
401 Locust Street
Thursday, July 2, 2026

6:30 PM

Teams Meeting Information

Meeting ID: 229 286 565 79 Passcode: GXuhzM

Call to Order – Roll Call

Pledge of Allegiance

Approval of Agenda

Public Comment

This portion of the agenda is provided to allow members of the audience to provide comments to the Planning Commission. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Consent Agenda

Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Planning Commission member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- A. Approval of Minutes

Action Agenda

Discussion Items

- B. Parks, Open Space, and Trails Design Standards Work Session — Sara Barnard Parks Planning & Development Coordinator and Colby Johnson- Parks and Open Space Director -

Commissioner Reports

Other Business

Adjournment



Town of Frederick Planning Commission

Meeting Minutes
June 4, 2026

Teams Meeting Information :

Call to Order – Roll Call: At 6:30 pm, Chairperson Moe called the meeting to order and requested roll call.

Present were Chairperson Moe, Vice Chair Conroy, Planning Commissioner Scott, Planning Commissioner Kelley, Planning Commissioner Langford and Alternate Commissioner B Regan.

Also present were Planning Manager Ali Lommel, Senior Planner Audem Gonzales, Deputy Town Attorney Christine Fransecani and Deputy Town Clerk Emily Nitcher.

Pledge of Allegiance:

Approval of Agenda: No changes to the agenda.

Public Comment: No Public Comment.

Consent Agenda: Motion by Vice Chair Conroy and seconded by Commissioner Langford to approve the Consent agenda.

Upon roll call vote, the motion passed unanimously.

Approval of Minutes:

Action Agenda:

Public Hearing: Resolution No. 26-PCR-06 and Resolution No. 26-PCR-07:
Resolutions of the Town of Frederick Planning Commission Recommending Approval
of the Columbine Heights Preliminary Development Plan and Preliminary Plat

- Open Public Hearing
- Staff Presentation
- Applicant Presentation
- Public Comment
- Planning Commission Discussion and Questions
- Close the Public Hearing

Planning Commission Action on Resolution 26-PCR-06 and 26-PCR-07. :

Chairperson Moe opened the Public Hearing at 6:35 pm.

Senior Planner Audem Gonzales presented to the Planning Commission

The applicant presented to the Planning Commission.

Public Comment:

Michelle Leyva

Angela Sais

Alfredo Zapata

Commissioner Discussion and Questions.

Chairperson Moe closed the Public Hearing at 8:07 pm.

Motion by Commissioner Kelley and seconded by Vice Chair Conroy to approve 26-PCR-06 with the following conditions: 1. Update the statement of intent to reflect the final proposal. 2. Change subsection 4.d under Additional Landscape Requirements to read as follows: "Front yard landscaping could require the following turf areas:"
Upon roll call vote, the motion passed unanimously.

Motion by Commissioner Kelley and seconded by Vice Chair Conroy to approve 26-PCR-07 with the following conditions: 1. Update the statement of intent to reflect the final proposal.
Upon roll call vote, the motion passed unanimously.

Discussion Items: Upcoming Meetings:

July 2nd Meeting

- Parks Open Space and Trails Design Standards.

June 18th no longer needed. 2nd Meeting in July possibly not needed.

Commissioner Reports: No Commissioner Reports.

Other Business: Introduction of Alternate Commissioner B Kyle Regan.

Adjournment: There being no further business of the Planning Commission, Chairperson Moe adjourned the meeting at 8:13pm.

ATTEST:

Approved by the Planning Commission:

Emily Nitcher, Deputy Town Clerk

Tracy Moe, Chairperson



Parks, Open Space, and Trails Design Standards Work Session

Sara Barnard – Parks Planning & Development Coordinator

Colby Johnson – Parks and Open Space Director

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Strategic Plan



**Transparent & Strategic
Governance**



**Responsible Growth and
Community Vitality**



**Exceptional Resident
Experience & Engagement**



Reliable & Sustainable Infrastructure



Safe & Resilient Community

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Purpose for Tonight

- Provide an update and overview of the Parks, Open Space, and Trails Design Standards (POST Design Standards)
- Discuss questions, concerns, and next steps
- Have some fun! We're talking about PARKS!



Direction Requested

1. General input on the POST Design Standards



Agenda

Why

Background & Context

What

Overview of the POST Design Standards

How

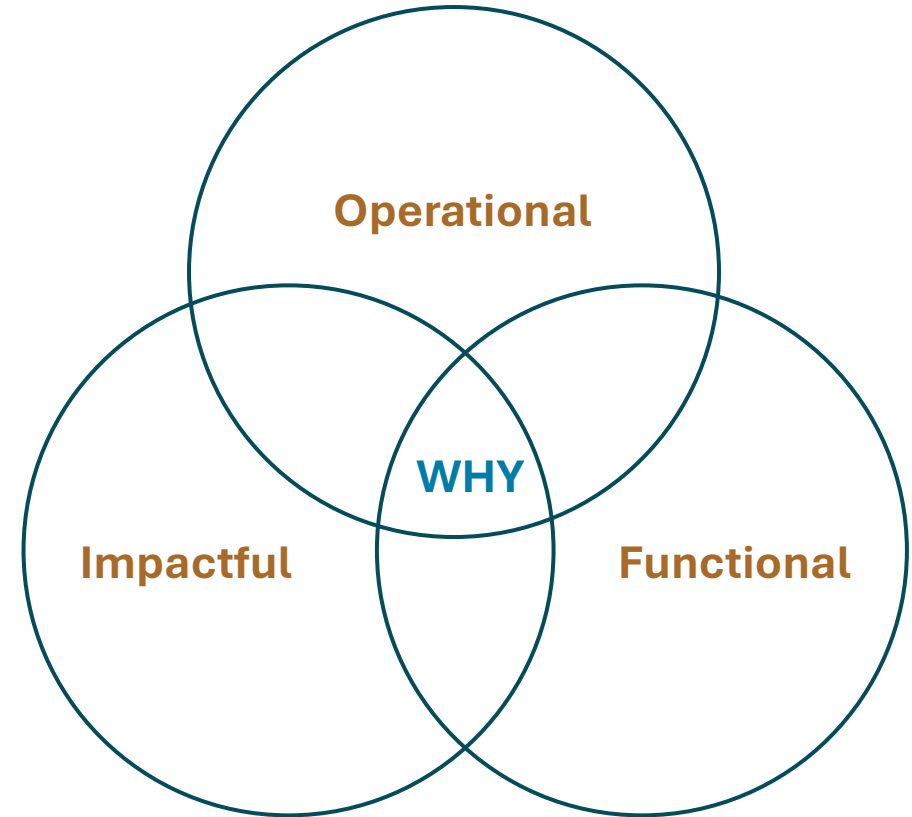
Adoption & Ownership

What's Next

Hierarchy of Priority

Why: Alignment to Town Initiatives

- Supports the goals of the Comprehensive Plan
 - (Goals 6.1, 6.2 & 6.3)
- Extension of the Land Use Code
 - Sec. 16-4-60 Parks, Open Space, and Trails
- Supports the goals of the Parks, Open Space, and Trails Master Plan (Go Outdoors Frederick)





Why: Alignment to Community Objectives



OBJECTIVE #1
INVEST IN THE CARE OF EXISTING LANDS AND AMENITIES FIRST



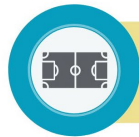
OBJECTIVE #2
INCREASE SHADE



OBJECTIVE #3
SET AND ENFORCE DESIGN STANDARDS FOR PARKS, OPEN SPACES AND TRAILS IN NEW DEVELOPMENT



OBJECTIVE #4
EXPAND THE TRAIL SYSTEM AND CLOSE EXISTING GAPS



OBJECTIVE #5
BUILD OUT THE REGIONAL PARKS



OBJECTIVE #6
EXPAND ACCESS TO RECREATION AND NATURE-BASED PROGRAMS

25

Public Events
Attended

2,400

Survey Comments

5,100

In-Person Contacts

200

Webpage
Comments

7,700

Total Contacts

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Why: Alignment to Go Outdoors Frederick - Strategic Framework



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Background & Timeline

- Summer 2025 – Initial kick-off of POST Design Standards in coordination with the substantial completion of the Parks, Open Space, and Trails section of the Land Use Code update
- February 2026 – PROST Commission Update #1
- April 2026 – PROST Commission Update #2
- April / May 2026 – Staff Review
- May 2026 – PROST Commission Update #3
- May 2026 – Outreach to Developers
- June 17, 2026 – BOT Work Session
- July 2, 2025 – Planning Commission
- July 15, 2026 – BOT Action Agenda, 1st Reading
- August 5, 2026 – BOT Action Agenda, 2nd Reading
- September 9, 2026 – Anticipated Effective Date

Questions on the Background or Context?



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What are the *POST* Design Standards?

- Set of standards that guide the planning, design, and construction of parks, open space and trails
- Why?
 - Ensure quality public spaces for future residents
 - Emphasize early integration of open space systems into the land planning
 - Advance outdated amenity standards
 - Improve predictability for developers



Land Use Code vs. POST Design Standards

Land Use Code

Defines the land dedication for parks and open space

- Land Dedication Amount (How Much)
- Minimum Sizes
- Where parks and open spaces are located
- Type of Park

POST Design Standards

Defines what is required within the parks and open space

- Amenity Requirements
- Landscape Requirements
- Trail Requirements

Qualitative Standards



Functional Zones Diagram



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Who Do They Apply To?

- All developer-constructed parks, open space, and trails
- Alterations that replace 50% or more of the total value of the assets in Town-maintained parks





Example Town Park Application Coalridge Park



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Example Town Park Application

No Name Creek West Park



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Pocket Park Amenity Requirements

OLD REQUIREMENTS

REQUIRED

At a minimum, a pocket park shall meet ADA guidelines and include (1) of the following: playground equipment, contemplative garden, fountain, artwork, or other active or passive recreation opportunity.

- (1) Picnic/Shelter
- (1) Seating/Gathering Space
- (2) Picnic Tables
- (3) Benches
- (2) Trash Receptacles
- (1) Bike Rack – for 8 bikes
- (2) Dog Waste Stations
- Landscaping & Lighting

OPTIONAL

- (1) Swings – 1 Belt and 1 Bucket Seat
- (2) Turf Area (2,500 SF)

PROPOSED REQUIREMENTS

CORE ELEMENTS (ALL REQ.)

- Sidewalks
- (1) Small Shelter
- (2) Picnic Tables
- (2) Benches
- (1) Bike Rack – for 4 bikes
- (2) Trash Receptacles
- (2) Dog Waste Stations
- (1) Water Stations
- (1) Park Signage
- Functional Turf Area (3,000 SF per acre)
- Landscaping & Irrigation
- Play Area

PLAY AREA COMPONENTS (ALL REQ.)

- Multi-level Play Structure
- Swings – 1 belt, 1 bucket, 1 ADA seats
- (3) Universal Play Elements

COMPONENTS OF CHOICE – 1 REQ.

- (1-2) Unique Seating Elements
- (3) Seat Boulders
- (3) Climbing Boulders
- (1) Corn Hole
- (3) Outdoor Fitness Equipment Elements



Neighborhood Park Amenity Requirements

OLD REQUIREMENTS

REQUIRED

These parks include multiple-use lawn areas, picnic areas, playground equipment, court game facilities and community gardens

- (4) Picnic Tables
- (6) Benches
- (4) Trash Receptacles
- (1) Bike Rack – for 8 bikes
- (4) Dog Waste Stations
- (1) Swings – 1 belt and 1 bucket seat

OPTIONAL

- Court Facilities
- Drinking Fountain
- Splash Play
- Community Garden or Display Garden
- Climbing Boulders or Walls
- Art or Play Sculpture

PROPOSED REQUIREMENTS

CORE ELEMENTS (ALL REQ.)

- Sidewalks
- (1) Medium Shelter
- (4) Picnic Tables
- (4) Benches
- (1) Bike Rack – for 4 bikes
- (4) Trash Receptacles
- (4) Dog Waste Stations
- (1) Water Stations
- (1) Park Signage
- Functional Turf Area (3,000 SF per acre)
- Landscaping & Irrigation
- Play Area
- Loop Trail
- On-Site Parking (1 per acre + 1 ADA)

PLAY AREA COMPONENTS (ALL REQ.)

- Multi-level Play Structure
- Swings – 2 belt, 2 bucket, 2 ADA seats
- (5) Universal Play Elements

COURT FACILITY – 1 REQ.

- Basketball Court
- Tennis Court
- Pickleball Court
- Futsal Court

FITNESS COMPONENTS – 1 REQ.

- Children’s Bike Loop
- (5) Outdoor Fitness Equipment

COMPONENTS OF CHOICE – 1 REQ.

- (2-3) Unique Seating Elements
- (5) Seat Boulders
- (3) Climbing Boulders
- (1) Corn Hole



Community Park Amenity Requirements

OLD REQUIREMENTS

REQUIRED

- Shall be a minimum of (20) acres
- Shall focus on providing facilities for organized team sports (e.g. baseball, softball, soccer, football, lacrosse, etc.)

PROPOSED REQUIREMENTS

CORE ELEMENTS (ALL REQ.)

Sidewalks

(1) Large Shelter

(8) Picnic Tables

(8) Benches

(2) Bike Rack – for 12 bikes

(8) Trash Receptacles

(6) Dog Waste Stations

(1) Water Stations

(1) Park Signage

Functional Turf Area (3,000 SF per acre)

Landscaping & Irrigation

Play Area

Loop Trail

On-Site Parking (1 per acre + 1 ADA)

PLAY AREA COMPONENTS (ALL REQ.)

Multi-level Play Structure

Swings – 2 belt, 2 bucket, 2 ADA seats

(7) Universal Play Elements

COURT FACILITY – 2 REQ.

Basketball Court

Tennis Court

Pickleball Court

Futsal Court

FITNESS COMPONENTS – 1 REQ.

Children's Bike Loop

(5) Outdoor Fitness Equipment

COMPONENTS OF CHOICE – 2 REQ.

(2-3) Unique Seating Elements

(5) Seat Boulders

(3) Climbing Boulders

(1) Corn Hole



Landscape Requirements

Park Landscape

Streetscape Landscape

- Similar to right-of-way landscape requirements

Site Landscape

- Simplified to (16) Trees and (175) shrubs per acre of park area
- Functional Turf as defined in Amenities Table

Open Space Landscape

- Improved seed mixes
- (8) Trees per acre
 - Strategically located to provide shade near seating or signage, and arranged to reinforce the natural character of the site



Trail Requirements

Frederick Central Loop Trail

Intended to connect residential areas and community destinations throughout Town

- 50 ft easement dedicated to Town
- 10 ft concrete + 4 ft crusher fines

Regional Trails

Provide regional connection and serve as primary corridors within the system

- 30 ft easement dedicated to Town
- 10 ft concrete + 4 ft crusher fines

Local Trails

Provide connections within and throughout developments

- 8 ft concrete

Location

- Coordinated to the Comprehensive Plan, POST Trails Master Plan, and Transportation Master Plan
- Create loops and connections (encircling developments and facilitate connections)

Alignment (Horizontal & Vertical)

- Meandering and integrated into the site
- Vertical topography

Example Trails

EXISTING



PROPOSED



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Example Open Space

EXISTING



PROPOSED



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Example Park

EXISTING



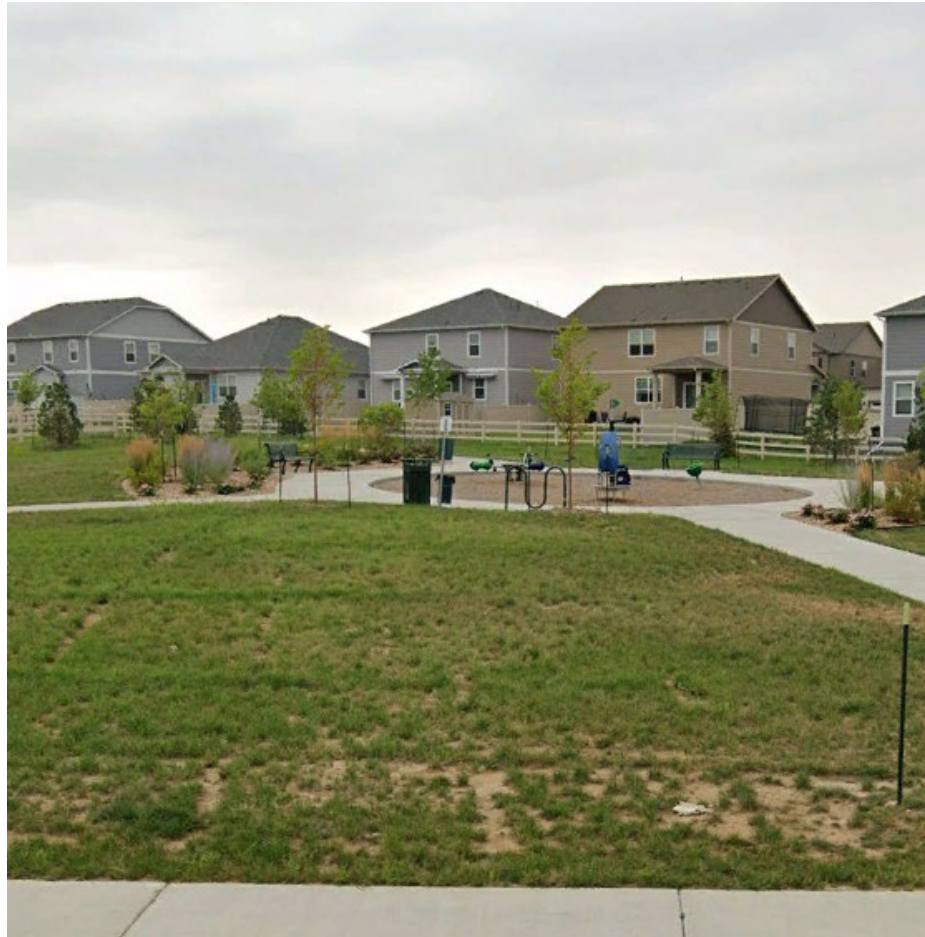
PROPOSED



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Example Park

EXISTING



PROPOSED



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Questions on the POST Design Standards?



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Functionality of the Ordinance

Sec. 12-6. Parks, Open Space, and Trails Design Standards.

There is adopted, by reference, the Parks, Open Space, and Trails Design Standards, to have the same force and effect as though set forth in this Chapter in every particular. Said Standards may be updated and amended from time to time by the Parks, Recreation, Open Space and Trails Commission for clarification, industry updates, and/or easier interpretation. Any amendments made shall be posted on the Town's website for a period of thirty days and then automatically incorporated into the current edition of the Parks, Open Space, and Trails Design Standards.

- BOT adopts the Parks, Open Space and Trails Design Standards
- PROST Commission may update the POST Design Standards with Staff recommendation
 - Amendments shall be posted on Town's website for 30 days

Questions on Adoption & Ownership?



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What's Next?

- July 15th & Aug 5th BOT Meetings – 1st & 2nd readings of the ordinance



Input / Questions



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