



**EDGEWATER PLANNING AND ZONING  
MEETING**

**HELD AT 1800 N HARLAN ST,  
EDGEWATER CO 80214**

**JOIN VIRTUALLY THROUGH:**

**<https://meet.goto.com/740931333>**

**You can also dial in using your phone.**

**United States: +1 (646) 749-3122**

**Access Code: 665-049-109**

**March 11, 2026**

**6:00 PM**

**\*\*Requests for ADA accommodations (including American Sign Language interpretation or CART) can be made by emailing [cityclerk@edgewaterco.com](mailto:cityclerk@edgewaterco.com)\*\***

Public Comment: The public is invited to be heard during the Public Comment portion of the meeting. During Public Comment you may address any topic or issue with the Commission. The Commission may not respond to your comments, opting to take your comments and suggestions under advisement. Your questions will be directed to the appropriate person or department for follow-up, if appropriate.

**3 or more other City Board or Commission members may attend this meeting**

- Item 1. BUSINESS MEETING CALL TO ORDER**
- Item 2. Roll Call**
- Item 3. Pledge of Allegiance**
- Item 4. Approval of Agenda**
- Item 5. Public Comment**
- Item 6. Consent Agenda**
  - 1. Minutes of February 11, 2026
- Item 7. General Business**
  - 1. Interviews for the Vacant Seat
    - a Janka Flaska
    - b Adam Carreau
  - 2. Zoning Code Rewrite - Technical Focus Group Update
- Item 8. Public Comment**
- Item 9. Commissioner Comments**

**Item 10. Discussion of Upcoming Agendas; Staff and City Council Liaison  
Comments**

**Item 11. BUSINESS MEETING ADJOURNMENT**



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**3 or more other City Board or Commission members may attend this meeting**

**Item 1. BUSINESS MEETING CALL TO ORDER**

Chair Wellner called the meeting to order at 6:01 pm.

**Item 2. Roll Call**

Present: Chair Timothy Wellner, Commissioner David Anderson, Commissioner David Fleck, Commissioner Thea Samson.

Also Present: Community Development Director, Travis Reynolds, Planning and Development Manager, Logan Hubble.

**Item 3. Pledge of Allegiance**

**Item 4. Approval of Agenda**

Commissioner Fleck made a motion to approve the Agenda as presented. Seconded and passed unanimously.

**Item 5. Public Comment**

**Item 6. Consent Agenda**

1. Minutes of November 12, 2025

Commissioner Fleck made a motion to approve the Consent Agenda as presented. Seconded and passed unanimously.

**Item 7. General Business**

**1. Resolution 2026-01**

Discussion and possible action on Resolution 2026-01 A  
RESOLUTION DESIGNATING PUBLIC PLACES FOR THE  
POSTING OF NOTICE OF MEETINGS OF THE EDGEWATER  
PLANNING AND ZONING COMMISSION

Commissioner Fleck made a motion to approve Resolution 2026-01,  
A RESOLUTION DESIGNATING PUBLIC PLACES FOR THE  
POSTING OF NOTICE OF MEETINGS OF THE Commission.  
Seconded and passed unanimously.

**2. Resolution 2026-02**

Discussion and possible action on Resolution 2026-02 A  
RESOLUTION RECOMMENDING APPROVAL OF THE REZONING  
OF PROPERTY KNOWN AS 2403 FENTON STREET FROM THE R-  
1 (RESIDENTIAL 1) AND R-3 (RESIDENTIAL 3) DISTRICTS TO THE  
R-1 (RESIDENTIAL 1) DISTRICT

Chair Wellner opened the public hearing at 6:08 pm.

The applicant declined to address the commission.

No testimony was given from members of the public.

Chair Wellner closed the public hearing at 6:13 pm.

Commissioner Anderson commented that the rezone seemed non-conflictual.

With respect to the rezoning request, Commissioner Fleck made a motion to approve and adopt the findings set forth in Resolution No. 2026 - 02 and that the Planning and Zoning Commission RECOMMENDS APPROVAL to City Council of a rezone of 2403 Fenton Street from Residential One (R-1) and Residential Three (R-3) to Residential One (R-1). Seconded and passed unanimously.

**3. Zoning Code Update — Formation of a Technical Advisory Workgroup**

Commissioner Fleck made a motion to direct Staff to continue exploring the concept of a Technical Focus Group and return further information to the Commission at a future meeting. Seconded and passed unanimously.

**4. Planning and Zoning Commission Rules of Procedure Amendments**

Commissioner Fleck made a motion to approve the Planning and

Zoning Commission Rules of Order Amendments. Seconded and passed unanimously.

**Item 8. Public Comment**

**Item 9. Commissioner Comments**

Commissioner Fleck: Happy New Year!

Commissioner Anderson: Appreciated efforts of staff. Happy New Year!

Commissioner Samson: No Comments.

Chair Wellner: Happy New Year! Thank you to staff and City Attorney. Looking forward to this year!

**Item 10. Discussion of Upcoming Agendas; Staff and City Council Liaison Comments**

**Item 11. BUSINESS MEETING ADJOURNMENT**

Chair Wellner adjourned the meeting at 6:42 pm.

**To:** Planning & Zoning Commission  
**From:** Travis Reynolds, AICP | Community Development Director  
**Date:** 3/11/26  
**Re:** Interview Process – Two Candidates for One Open Planning & Zoning Commission Seat

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As you are aware, we have received two qualified applications for one open position on the Planning & Zoning Commission. The purpose of this memorandum is to outline the standard interview and recommendation process that will be followed during the upcoming meeting.

This procedure is consistent with the City’s Board Interview Standard Operating Procedure and is intended to ensure fairness, transparency, and consistency in the evaluation of candidates.

\*Please note that although we amended the Commission’s Rules of Procedure to highlight an alternate member, the review from Council will not be complete until April 7<sup>th</sup>, 2026. Therefore, we are not interviewing for that position at this time.

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## **Interview Process Overview**

### **1. Opening the Interviews**

- Each applicant will be welcomed and thanked for their interest in serving the City of Edgewater on the Planning & Zoning Commission.
- Members of the interview panel (Commissioners and staff present) will briefly introduce themselves and their roles.

### **2. Question Format**

- Each candidate will be asked the same set of prepared question to ensure consistency and equitable treatment of both applicants.
- Commissioners may ask reasonable follow-up questions for clarification, but the core questions will remain consistent.

### **3. Candidate Questions**

- After responding to Commission questions, each applicant will be given the opportunity to ask questions of the Commission.

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## **Deliberation Process**

After both interviews have been completed:

- The Commission will deliberate in public session.
- Candidates will be invited to step out during deliberations; however, as this is a public meeting, they may remain if they choose.
- Discussion should focus on application materials, interview responses, and qualifications relevant to service on the Planning & Zoning Commission.

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## **Recommendation & Motion**

Following deliberation:

1. The Commission Chair will request a motion using the standard language:  
“I move to approve the candidate recommendation form and recommend [NAME] to the Mayor for formal appointment to the Planning and Zoning Commission.”
2. A vote will be taken.
3. Upon approval, staff will submit the completed Commission Referral Form to the City Clerk and Mayor for final appointment.

The Mayor will make the formal appointment decision. Once a decision is made, the City Clerk will notify both candidates of the outcome and provide next steps to the selected applicant.

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## **Key Considerations**

- The Commission’s role is advisory; final appointment authority rests with the Mayor.
  - Interviews and deliberations must remain professional, fair, and focused on qualifications and ability to serve.
  - As always, please be mindful of Colorado open meetings requirements and maintain transparency throughout the process.
-



1800 Harlan Street  
Edgewater, Colorado 80214  
www.edgewaterco.com

### APPLICATION FOR APPOINTMENT TO THE CITY BOARDS AND COMMISSIONS/OTHER ENTITIES

Name: Jane Janka Flaska

Home Address: [Redacted]

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone Number: [Redacted] Mobile: \_\_\_\_\_

Email: [Redacted] Employer: USACS

Work Address: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Work Phone Number: \_\_\_\_\_ Work Email: \_\_\_\_\_

Please describe your type of work: I work in the Emergency Department as a Physician Associate at several different sites, including a busy Denver based site and a remote Kansas critical access hospital

Please indicate which board/commission/entity you are applying to:

- |   |  |
|---|--|
| <input type="checkbox"/> Board of Adjustment and Appeals          | <input type="checkbox"/> Volunteer Firefighter Pension Board     |
| <input type="checkbox"/> City Council (for appointments only)     | <input type="checkbox"/> Edgewater Redevelopment Authority       |
| <input type="checkbox"/> Election Commission                      | <input checked="" type="checkbox"/> Planning & Zoning Commission |
| <input type="checkbox"/> HARP – History, Arts, Recreation & Parks | <input type="checkbox"/> Other _____                             |

When did you move to the City of Edgewater? 2009

Are you a registered voter?  Yes  No

Are you an elected official, officer or employee of the City of Edgewater?  Yes  No

Have you ever been convicted of embezzlement, bribery, solicitation of bribery, perjury, subornation of perjury or any offense involving fraud?  Yes  No

Please state the reasons for your interest (attach additional sheets if necessary): \_\_\_\_\_

I appreciated the chance to serve on P and Z last year, and would like to again work with staff and serve community members as a board member. I think its important for residents to get involved and be part of our town's development

What skills and knowledge do you feel you contribute to this entity; please be as specific as possible (attach additional sheets if necessary): As a prior P and Z member, I feel I have a good grasp of the content needed to be able to make informed decisions on zoning requests, and on how to work with our team member to try and implement goals set gorth in the Comp Plan.

What previous work experience, civic activity or other volunteer service would you bring to this position? (attach additional sheets if necessary): During my 17 years in Edgewater, I have served on P and Z, on Council, on HARP, and as a youth sports coach.

I am committed to making this town a great place for families and for residents.

#### Oath of Application

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge and belief.

Authorized Signature	Printed Name	Date
<u>[Redacted]</u>	Jane Janka Flaska	1/27/26

## APPLICATION FOR APPOINTMENT TO THE CITY BOARDS AND COMMISSIONS/OTHER ENTITIES

Name: Adam Carreau

Street [REDACTED] City [REDACTED] Zip Code [REDACTED]

Home Phone Number: [REDACTED] Mobile: [REDACTED]

Email: [REDACTED] Employer: Design Workshop

Work Address: [REDACTED]

Address [REDACTED] City [REDACTED] State [REDACTED] Zip Code [REDACTED]

Work Phone Number [REDACTED] Work Email [REDACTED]

Please describe your type of work: Design Workshop is a interntaional design studio that creates resilient and meaningful places through landscape architecture, urban design, planning, and strategic services

Please indicate which board/commission/entity you are applying to:

- |   |  |
|---|--|
| <input type="checkbox"/> Board of Adjustment and Appeals          | <input type="checkbox"/> Volunteer Firefighter Pension Board |
| <input type="checkbox"/> City Council (for appointments only)     | <input type="checkbox"/> Edgewater Redevelopment Authority   |
| <input type="checkbox"/> Election Commission                      | <input type="checkbox"/> Planning & Zoning Commission        |
| <input type="checkbox"/> HARP – History, Arts, Recreation & Parks | <input type="checkbox"/> Other _____                         |

When did you move to the City of Edgewater? \_\_\_\_\_

Are you a registered voter?  Yes  No

Are you an elected official, officer or employee of the City of Edgewater?  Yes  No

Have you ever been convicted of embezzlement, bribery, solicitation of bribery, perjury, subornation of perjury or any offense involving fraud?  Yes  No

Please state the reasons for your interest (attach additional sheets if necessary): \_\_\_\_\_

**Please see attached Cover Letter and Resume**

What skills and knowledge do you feel you contribute to this entity; please be as specific as possible (attach additional sheets if necessary): \_\_\_\_\_

**Please see attached Cover Letter and Resume**

What previous work experience, civic activity or other volunteer service would you bring to this position? (attach additional sheets if necessary): \_\_\_\_\_

**Please see attached Cover Letter and Resume**

### Oath of Application

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge and belief.

Authorized Signature	Printed Name	Date
<u>[REDACTED]</u>	Adam Carreau	January 28, 2026

To the City of Edgewater,

I am writing to express my interest in serving on the City of Edgewater Planning and Zoning Commission. As a landscape designer and planner, I am eager to contribute my professional experience to the close-knit community I am proud to call home. In my role at Design Workshop, my work focuses on urban design and mixed-use development, and I am motivated to help guide growth in a way that respects Edgewater's unique character while supporting long-term resilience and livability. As both a designer and resident, I am deeply committed to advancing high-quality urban design, walkability, and public realm improvements that benefit residents of all ages and backgrounds. Serving on the Commission would allow me to further support sustainable development practices, climate responsiveness, and the responsible stewardship of Edgewater's natural and built resources.


I currently serve as an Associate at Design Workshop, where I have worked for more than six years across a wide range of project types. My experience includes the design of a 12-block urban streetscape featuring a diverse multimodal transportation network, as well as highly detailed residential landscape projects in Colorado's mountain communities. I have contributed to the development of municipal form-based code language and participated in zoning code updates related to building massing, including work on a Colorado ASLA award-winning project, the Market District. For the past three years, I have also served as a Project Manager, building strong client relationships while ensuring project schedules, milestones, and documentation are delivered with care and attention to detail. Additionally, I spent six months interning in Copenhagen, Denmark, where I gained a deep appreciation for multimodal transportation systems and thoughtful public realm design.

Beyond my professional practice, I have been fortunate to work on a variety of planning and zoning efforts, including downtown master planning initiatives such as Make Ogden in Ogden, Utah, and planned community developments such as Middlebrook Farms. I have also volunteered my time leading student portfolio critiques and supporting local organizations, including Food Bank of the Rockies and Humane Colorado. These experiences have strengthened my ability to collaborate, listen, and contribute thoughtfully, which I look forward to bringing to the Planning and Zoning Commission.

Thank you for your time and consideration. I would be honored to support the City of Edgewater and its residents through service on the Planning and Zoning Commission.

Sincerely,  
Adam Carreau

Adam D. Carreau



## **Education**

Masters Landscape Architecture, June 2019  
University of Washington, Seattle, GPA: 3.8

BS Environmental Design, May 2015  
University of Colorado, Boulder, GPA: 3.5

## **Professional Experience**

### **Associate / Design Workshop**

**Denver, Colorado / Fall 2019 to Current**

Managed and coordinated urban design, mixed-use, parks, and open space projects with over three years of leadership experience; facilitated marketing efforts and developed competition and proposal graphics; supported design development through illustrative diagrams, digital models, and AutoCAD-based construction documentation across multiple project phases.

### **Researcher / Green Futures Lab**

**Seattle, Washington / Summer 2018 to Fall 2019**

Co-authored *Equitable Public Space: A Guide to Socially Just Design*; centered around the benefits of green space, urban flux and gentrification and strategies to thrive in place; utilizing adobe products, GIS, AutoCAD, and SketchUp

### **Intern Landscape Designer / Schulze + Grassov**

**Copenhagen, Denmark / Summer to Fall 2018**

Designed and drafted plazas, streetscapes, modular stormwater conveyance structures and seating elements; aided in the development of graphics for competitions and client presentations; prepared illustrative diagrams and digital models for design review; drafted plans and details for construction documents utilizing AutoCAD

### **Intern Landscape Architect / BL Companies**

**Hartford, Connecticut / Summer 2017**

Designed and drafted pocket parks, picnic areas, streetscapes; developed graphics for public meetings, client presentations and informational signage; coordinated with architects, engineers, traffic specialists, graphic designers; developed digital models for volume calculations; generated cost estimates; drafted plans and details for construction documents utilizing AutoCAD and MicroStation; completed permitting applications and pre-coordination forms for DEEP; performed site inventory and analysis

### **Landscape Assistant / Sullivan Lawn Care Services**

**Ivoryton, Connecticut / Fall 2016 to Spring 2017**

Translated construction documents in the field; utilized equipment excavating and grading; assembled subsurface/surface drainage and irrigation systems; assembled formwork and helped pour concrete; operated various types of lawn care equipment

### **Landscape Designer / Landscape Specialties**

**Centerbrook, Connecticut / Fall 2015 to Summer 2016**

Worked with the principal designer; developed ideas for residential landscapes; used Adobe products and SketchUp to graphically enhance concepts for client presentations

## **Community Service / Professional Organizations**

- Reviewed student portfolios for the University of Colorado department of Landscape Architecture masters program.
- Vetted prospective student applications for the University of Washington department of Landscape Architecture masters program.
- Member and volunteer coordinator, C4C Garden-to-Table program, University of Colorado, Boulder, 2014. My position entailed coordinating volunteers and conducting community outreach and maintenance

## **Awards**

- 2022 CO ALSA Planning and Design Merit Award – Market District
- 2020 CO ALSA Planning and Design Merit Award – Middlebrook
- Recipient of the ScanDesign Foundation grant for equity in design research in Copenhagen, Denmark
- CTASLA Municipal/Public Spaces Merit Award, BL Companies, Veteran's Cemetery, Middletown, CT. My duties entailed graphically enhancing plans and photos, and developing the powerpoint submission

**To:** Edgewater Planning and Zoning Commission  
**From:** Travis Reynolds, AICP, Community Development Director  
**Date:** March 11<sup>th</sup> 2026  
**Re:** Update on Formation of Technical Focus Group – Zoning Code Update

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This memorandum provides an update regarding the proposed formation of the Technical Focus Group (TFG) to support Phase Two of the Zoning and Land Use Code Update.

### **Purpose of the Technical Focus Group**

The Technical Focus Group will function as a working-level, advisory body to examine discrete technical topics and provide structured input during the drafting process. The TFG will not have decision-making authority. Its role will be to develop recommendations on specific technical issues for consideration by the Planning and Zoning Commission.

All findings and recommendations of the TFG will be formally funneled through the Planning and Zoning Commission, which will retain its central advisory role in forwarding a recommendation to City Council at the time of code adoption.

### **Anticipated Composition**

The anticipated makeup of the Technical Focus Group will be similar to the roster previously discussed, with the addition of representation from the Edgewater Renewal Authority:

- 2 Planning and Zoning Commissioners
- 1 City Council Member
- 1 Sustainability Board Member
- 1 Historic, Arts, Recreation, and Parks Board Member
- 1 Edgewater Renewal Authority Member
- 2 Members of the Development Community

This structure is intended to ensure diverse institutional representation while maintaining a manageable size for technical working sessions.

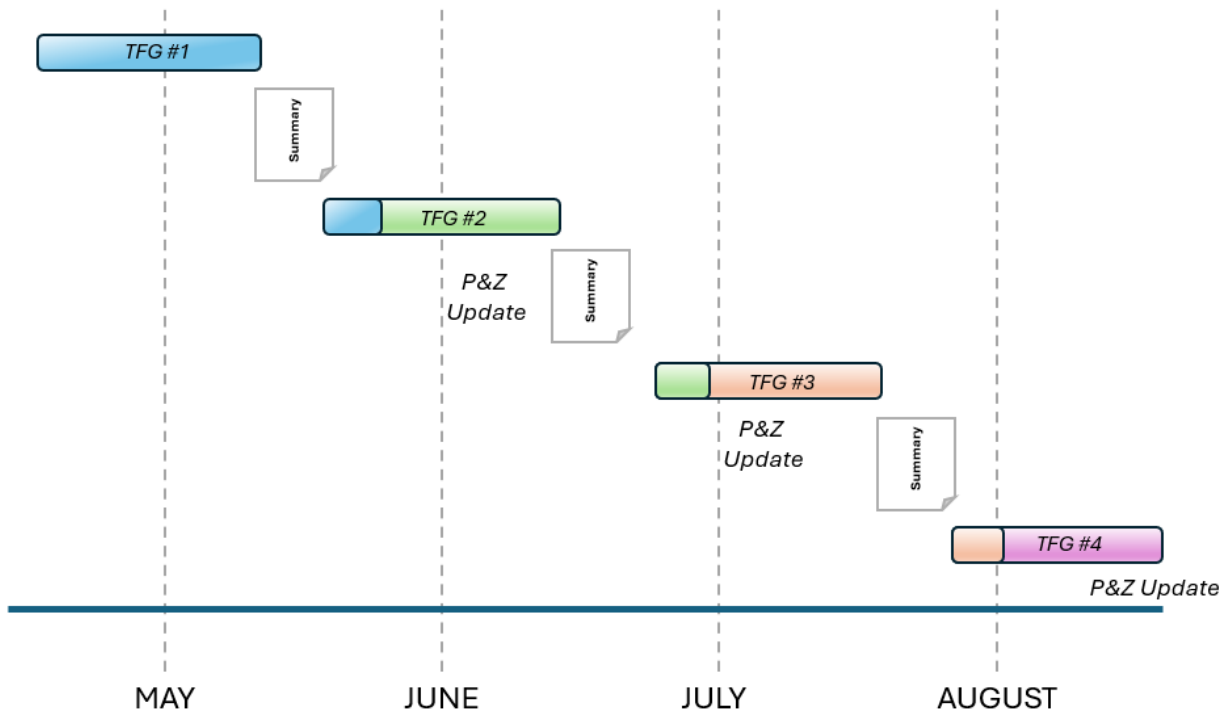
### **Meeting Schedule and Commitment**

We anticipate a minimum of **four (4) meetings**, occurring **monthly or more frequently between May and August of this year**. Meetings are expected to last approximately **1.5 to**

**2 hours** each. Additional meetings may be scheduled if necessary to address specific topics or maintain project timelines.

The goal of this focused effort is to strengthen the technical foundation of the draft code prior to broader public review and formal Commission deliberation.

Staff will continue coordinating nominations and will return with additional logistical details as the schedule is finalized. We anticipate soliciting participation from the boards/commissions in the coming weeks. We appreciate the Commission’s continued leadership and engagement as we advance into this critical phase of the rewrite.



Conceptual Schedule / Timeline