

PLANNING AND DEVELOPMENT DEPARTMENT MEMORANDUM
#18-2026

DATE: June 8, 2026

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager
Jason Loveland, Deputy City Manager *AL 2*

FROM: Becky Smith, Director of Planning & Development *RMS*
Collette Cook, Planner I

SUBJECT: CB-2038 – Unified Development Ordinance (UDO) Amendments

PURPOSE

To consider CB-2038, an ordinance on second reading amending Chapter 11 of the Northglenn Municipal Code, the Unified Development Ordinance (UDO), to address natural medicine business regulations, mixed-use zoning setback requirements, and clerical corrections.

BACKGROUND

In February 2019, the City adopted the UDO, which replaced Chapters 11 (Zoning), 12 (Subdivision Regulations), and 21 (Signs) of the Municipal Code with a single development ordinance. At that time, it was communicated that staff would identify any administrative or policy issues as the UDO was implemented and propose amendments for Council adoption as needs arise.

The items below are being brought before City Council at the request of Council, the Planning Commission, or staff. The proposed amendments include updates to natural medicine business regulations, adjustments to mixed-use zoning setbacks, and various administrative corrections.

Proposed revision to Sections 11-2-8(b) (MN Mixed-Use Neighborhood), 11-2-9(b) (MC Mixed-Use Corridor Front Setbacks), and Section 11-2-18(b) (Summary Tables of Lot and Building Standards) have been initiated by the Planning Commission after expressing concern about developments appearing too close to the street. The proposal would increase the minimum front setback in the MN Mixed-Use Neighborhood and MC Mixed-Use Corridor zones from 5 feet to 10 feet.

Proposed revision to Section 11-3-3(c)(5)(E) (Use Regulations, Residential Uses, Manufactured Home Park, HUD-Code Service Areas) updates an outdated reference to the Tri-County Health Department. Following its dissolution in January 2023, Adams County Health Department became the governing public health agency for the City of Northglenn. The ordinance is revised to reflect this change.

Proposed revision to Section 11-3-3(h) of the UDO would increase hours of operation to 7:00 a.m. to 11:59 p.m., seven days a week, for Natural Medicine Healing Centers. It would also remove distance requirements from residential properties and park locations for all natural medicine

businesses. This request was initiated by Council after hearing from a business owner regarding operational limits imposed by the existing Code.

Proposed revision to Section 11-6-3, Table 6.B: Notice Requirements, has been initiated by staff to align the table with Section 11-6-6(d), Vacation of Right-of-Way or Easements. Section 11-6-6(d)(3)(ii) states that no public hearing is required for vacation of city-owned easements; however, the table currently indicates that a public hearing is required. The City Attorney has confirmed that no public hearing is required. This amendment aligns the table with the ordinance language.

Proposed revisions to Sections 11-6-5(a)(4)(D)(i) and (ii) (Minor Site Plan Procedure, Post-Decision Actions and Limitations) have been initiated by staff after identifying that the ordinance incorrectly references “major site plan” in a section regulating minor site plan procedures. The proposed change replaces “major” with “minor.”

Proposed revision to Section 11-6-7(c) (Vested Rights) is being presented by staff as all vested rights cases were intended to require City Council approval, as confirmed by the City Attorney. Staff identified that the UDO does not accurately reflect this requirement. This revision updates the UDO to reflect the correct procedure.

BUDGET/TIME IMPLICATIONS

There are no budget implications associated with these revisions.

STAFF RECOMMENDATION

Staff recommends approval of CB-2038 on second reading.

STAFF REFERENCE

If Council members have any questions, please contact Becky Smith, Director of Planning & Development, at bsmith@northglenn.org or 303.450.8741.

ATTACHMENTS

1. Planning Commission Resolution 2026-02
2. Presentation

**RESOLUTION 2026-02
NORTHGLENN PLANNING COMMISSION**

**A RESOLUTION PROVIDING A FAVORABLE RECOMMENDATION TO
THE CITY COUNCIL FOR APPROVAL OF ERRATA UNIFIED
DEVELOPMENT ORDINANCE AMENDMENT #11**

WHEREAS, Northglenn Ordinance 11-6-4(c) requires that all proposed amendments to Chapter 11, Unified Development Ordinance, shall be referred to the Planning Commission for study, consideration, and recommendation prior to final action by Council; and

WHEREAS, the Planning Commission has studied and considered various modifications to the Unified Development Ordinance and found that the proposed modifications satisfy the applicable criteria for Unified Development Ordinance Amendments under 11-6-4(c)(3)(D)(iii); and

WHEREAS, the Northglenn Planning Commission therefore desires to provide a recommendation to the City Council on the Unified Development Ordinance Amendment as required by law; and

BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City of Northglenn Planning Commission hereby provides a favorable recommendation for the modifications proposed in the Unified Development Amendment #11 as presented to the Commission on April 21, 2026.

DATED this 21^s day of April 2026.



Sonia Di Carlo
Planning Commission Chair

ATTEST:



Rebecca Smith, AICP
Secretary

UNIFIED DEVELOPMENT ORDINANCE AMENDMENT

Becky Smith

Director of Planning & Development

303.450.8741

bsmith@northglenn.org

City Council
June 8, 2026



CITY OF
Northglenn

PURPOSE

To consider CB-2038, an ordinance amending various sections of the Unified Development Ordinance (UDO).



CITY OF
Northglenn

BACKGROUND

- The UDO was originally adopted in February 2019.
- Since its adoption, staff has brought forward multiple amendment recommendations for Council consideration and approval.
- Staff continues to track areas of the UDO that may require revision and bring forward proposed amendments as needed.

BACKGROUND

Staff is presenting modifications on the following topics:

- Natural Medicine Businesses
- Setbacks in Mixed-Use Zoning
- Various Administrative Corrections

DISCUSSION

Natural Medicine Businesses

- Initiated at request of Council after receiving feedback from business owner regarding operational limitations posed by the existing code and studying natural medicine options.
- Expands hours and days of operation for Natural Medicine Healing Centers.
- Removes distance constraints from residential properties and parks.

DISCUSSION

Setbacks in Mixed-Use Zoning

- Initiated at request of the Planning Commission.
- Some developments appear too close to public streets.
- Increases front setback in MN - Mixed-Use Neighborhood and MC - Mixed-Use Corridor zones from 5 to 10 feet.
- Changes Sections 11-2-8(b) MN - Lot and Building Standards, 11-2-9(b) MC - Lot and Building Standards, and Table 2-18-B to reflect a 10-foot front setback requirement.

DISCUSSION

Minor Site Plan (administrative)

- Section 11-6-5(a)(4)(D) provides regulations for Minor Site Plans. Staff observed that subsections (i) & (ii) both refer to Major Site Plans.
- Changes Sections 11-6-5(a)(4)(D)(i) and (ii) of the UDO which specifically regulate Minor Site Plans to replace the word “major” with “minor.”

DISCUSSION

Notice Requirements – Vacation of Easement (administrative)

- Section 11-6-6(d)(3)(ii) states that no public hearing is required for vacation of City-owned easements.
- Table 6.B - Notice Requirements includes Vacation of Easements with Vacation of ROW as requiring a public hearing.
- Staff confirmed with City Attorney that no public hearing is required for a Vacation of Easement.
- This amendment separates Vacation of Easement from Vacation of ROW, allowing for no public hearing to be required on a Vacation of Easement.

DISCUSSION

Vested Rights (administrative)

- Staff noted that the UDO did not accurately reflect requirement for Council approval on all Vested Rights applications.
- This revision updates the UDO with proper procedure.
- Steps 3-5 of the Figure 6.P: Summary of Vested Rights Procedure are changed accordingly.
- Subsection 11-6-7(c)(3)(C)(ii) is removed.

DISCUSSION

Code Service Areas (administrative)

- Staff noted that the UDO lists Tri-County District Health Department as the governing health agency for Northglenn.
- In January 2023, Tri-County Health dissolved, and Adams County Health Department was formed.
- This revision updates the UDO with proper agency.
- Subsection 11-3-3(c)(5)(E) is amended to reflect Adams County Health Department as the governing health agency for the City of Northglenn.

NOTIFICATION

The public hearing on CB-2038 was noticed in accordance with Section 11-6-3(e) of the UDO.

- Publication in the Northglenn-Thornton Sentinel at least 15 days prior to the public hearing.

PUBLIC NOTICE

To Whom It May Concern:

You are hereby notified that on Monday, June 8, 2026, at 6:00p.m. in the City Council Chambers of the City of Northglenn, a public hearing will be held with the Northglenn City Council to be located at 11701 Community Center Drive, Northglenn, CO regarding revisions to the Unified Development Ordinance (UDO) at which time all interested parties may appear and be heard.

If you have any questions prior to the public hearing, please contact the city's Planning and Development Department at 303.450.8739.

Rebecca Smith, Secretary
Northglenn Planning Commission
11701 Community Center Drive
Northglenn, CO 80233

Legal Notice No.: NTS 5306
First Publication: May 14, 2026
Last Publication: May 14, 2026



RECOMMENDATIONS

Planning Commission:

- Reviewed the ordinance amendment and conducted a public hearing on April 21, 2026.
- Voted 3-1 to recommend approval of the amendments to City Council.

Staff:

Recommends approval of CB-2038 on second reading.

QUESTIONS?



CITY OF
Northglenn

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S BILL

ORDINANCE NO.

No. CB-2038
Series of 2026

Series of 2026

A BILL FOR AN ORDINANCE AMENDING CHAPTER 11 OF THE NORTHGLENN MUNICIPAL CODE AMENDING VARIOUS SECTIONS OF THE UNIFIED DEVELOPMENT ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. MN Lot and Building Standards in Section 11-2-8, subsection (b) of the Northglenn Municipal Code are hereby amended to require a minimum front setback of ten (10) feet.

MN Lot and Building Standards			Other Standards	
Lot Standards (minimum)			Other Standards	Location in LDC
	Lot area, single-family detached	3,500 sq. ft.	Measurements and Exceptions	Section 11-2-19
	Lot area, all other uses	7,000 sq. ft.	Use Regulations	Article 3:
	Lot width	35 feet	Off-Street Parking and Loading	Section 11-4-6
Setbacks			Landscaping, Screening, and Fencing	Section 11-4-7
A	Front, minimum	5 10 feet	Site and Building Design	Section 11-4-8
	Front, maximum	15 feet [1]	Exterior Lighting	Section 11-4-9
B	Side, minimum	5 feet	Notes: [1] Existing single-family detached dwellings, or conversions of existing single-family detached dwellings into nonresidential uses shall be exempt from the maximum front setback requirement.	
C	Rear minimum/Rear (detached accessory)	10 feet/5 feet		
	Building and Site Standards (maximum)			
D	Building height, primary	35 feet		
	Building height, accessory	20 feet		
	Building coverage	60 percent		
	Impervious coverage	90 percent		
E	Accessory structure under 200 square feet and exceeding 12 feet in height shall obtain a building permit and comply with setbacks	See setbacks above		

Section 2. MC Lot and Building Standards in Section 11-2-9, subsection (b) of the Northglenn Municipal Code are hereby amended to require a minimum front setback of ten (10) feet.

MC Lot and Building Standards

Other Standards

Lot Standards (minimum)			Other Standards	Location in LDC
	Lot area	None	Measurements and Exceptions	Section 11-2-19
	Lot width	None	Use Regulations	Article 3:
Setbacks			Off-Street Parking and Loading	Section 11-4-6
A	Front, minimum	5 10 feet	Landscaping, Screening, and Fencing	Section 11-4-7
B	Front, maximum	25 feet	Site and Building Design	Section 11-4-8
C	Side, minimum	5 feet	Exterior Lighting	Section 11-4-9
	Rear, with alley, minimum	None		
D	Rear, without alley, minimum/Rear (detached accessory)	10 feet/5 feet		
Building and Site Standards (maximum)				
E	Building height, primary	60 feet		
	Building height, accessory	20 feet		
	Building coverage	60 percent		
	Impervious coverage	80 percent		

Section 3. Table 2-18-B Mixed-Use and Commercial Districts Lot and Building Standards in Section 11-2-18, subsection (b) of the Northglenn Municipal Code is hereby amended to reflect 10' Front Setbacks in MN and MC Zoning Districts.

Table 2-18-B: Mixed-Use and Commercial Districts Lot and Building Standards

Zoning District	MN	MC	MR	CG	CA
Lot Standards (minimum)					
Lot area		None	None	None	None
Lot area, single-family detached	3,500 sf				
Lot area, all other uses	7,000 sf				
Lot width	35 feet	None	None	None	None
Setbacks					
Front, minimum	5 10 feet	5 10 feet	20 feet	15 feet	25 feet
Front, maximum	15 feet	25 feet			
Side, minimum	5 feet	5 feet	10 feet		
Side, minimum (detached accessory)			5 feet		
Side, interior, minimum				None	10 feet
Side, abutting street, minimum				15 feet	15 feet
Rear, minimum	10 feet		10 feet	15 feet	15 feet
Rear, detached accessory, minimum	5 feet	5 feet	5 feet	5 feet	5 feet
Rear, with alley, minimum		None			
Rear, without alley, minimum		10 feet			
Building and Site Standards (maximum)					
Building height, primary	35 feet	60 feet	No maximum	60 feet	60 feet
Building height, accessory	20 feet	20 feet	20 feet	20 feet	20 feet
Building coverage	60%	60%	60%	60%	60%
Impervious coverage	90%	80%	80%	80%	80%

Section 4. Section 11-3-3, subsection (c)(5)(E) of the Northglenn Municipal Code is hereby amended to read as follows:

(E) Service Areas. Service, utility and recreational buildings and appurtenances, garbage and trash containers, racks and rack locations, rodent and insect control, and water and sewage standards must meet with the approval of the ~~Tri-County District~~ ADAMS COUNTY Health Department and the Colorado State Department of Health.

Section 5. Section 11-3-3, subsection (h) of the Northglenn Municipal Code is hereby amended to read as follows:

(h) Natural Medicine.

(1) Authority and Purpose. The Colorado Natural Medicine Code, C.R.S. § 44-50-101, *et seq.* (the "CNMC") specifically authorizes the City to regulate the time, place and manner of the operation of licenses issued pursuant to the CNMC. The purpose of this Article is to regulate the time, place and manner where natural medicine and natural medicine healing centers are provided.

(2) Definitions.

Natural medicine means psilocybin or psilocyn and other substances described in the CNMC as natural medicine.

Natural medicine business means any of the following entities licensed under the CNMC: a natural medicine healing center, a natural medicine cultivation facility, a natural medicine products manufacturer, or a natural medicine testing facility, or another licensed entity created by the State licensing authority.

Natural medicine healing center means a facility where an entity is licensed by the State licensing authority that permits a facilitator, as defined by the CNMC, to provide and supervise natural medicine services for a participant, as defined by the CNMC, which includes a participant consuming and experiencing the effects of regulated natural medicine or a regulated natural medicine product under the supervision of a facilitator.

Natural medicine product means a product infused with natural medicine that is intended for consumption, as provided by the CNMC.

Natural medicine services means a preparation session, administrative session, and integration session, as provided by the CNMC.

Participant means an individual who is twenty-one (21) years of age or older who receives natural medicine services prescribed by and under the supervision of a facilitator, as provided by the CNMC.

Regulated natural medicine means natural medicine that is cultivated, manufactured, tested, stored, distributed, transported, or dispensed, as provided by the CNMC.

Regulated natural medicine product means a natural medicine product that is cultivated, manufactured, tested, stored, distributed, transported, or dispensed, as provided by the CNMC.

State licensing authority means the authority created under the CNMC for the purpose of regulating and controlling the licensing of the cultivation, manufacturing, testing, storing, distribution, transfer, and dispensation of regulated natural medicine and regulated natural medicine product, as provided by the CNMC.

(3) Operation of Natural Medicine Businesses.

(A) *Hours:*

(I) Natural medicine businesses may open no earlier than 8:00 a.m. and shall close no later than 10:00 p.m., seven (7) days a week.

(II) NATURAL MEDICINE HEALING CENTERS MAY OPEN NO EARLIER THAN 7:00 A.M. AND SHALL CLOSE NO LATER THAN 11:59 PM, SEVEN (7) DAYS A WEEK.

(B) *Public view:* All doorways, windows and other openings of a natural medicine business shall be located, covered, or screened in such a manner to prevent a view into the interior from any exterior public or semipublic area. All activities shall occur indoors.

(C) *Location.*

(i) Natural medicine businesses shall be a use permitted by right in only the Industrial (IN), Commercial Auto-Oriented (CA) or Commercial General (CG) zoning districts.

(ii) No natural medicine business shall be located at the following locations:

~~1. within 200 feet of any single or multi-family residential structure or unit, or parcel or lot;~~

~~2.~~ 1. within 500 feet of a licensed childcare center; preschool; elementary, middle, junior or high school; or a residential child care facility;

- ~~3.~~ 2. within 500 feet of any ~~public park~~, public pool, or public recreational facility;
- ~~4.~~ 3. within 1000 feet of any halfway house or correctional facility;
- ~~5.~~ 4. within one-half (1/2) mile of any other natural medicine business;
- ~~6.~~ 5. within any building or structure that contains a residential unit; or
- ~~7.~~ 6. upon any City of Northglenn owned property.
- ~~8.~~ 7. The distances described in this subsection (C)(ii) shall be computed by use of a radius from the property lines of the locations set forth in subsection (C)(ii) to the unit within a building or structure housing the natural medicine business.

(D) *Lighting:* Primary entrances, parking lots and exterior walkways of a natural medicine business shall be clearly illuminated with downward facing security lights to provide after-dark visibility for facilitators, participants, and employees.

(E) *Storage:* All storage of natural medicine shall be located within a permanent building, and not a trailer, tent, or motor vehicle.

(F) *Odor:* Natural medicine businesses shall use an air filtration and ventilation system designed to ensure that the odors from natural medicine, natural medicine products, natural medicine healing, and natural medicine healing products are confined to the premises and are not detectable beyond the property boundaries on which the business is located.

(G) *Disposal:* Natural medicine businesses shall provide secure disposal of natural medicine and natural medicine product remnants or by-products. Natural medicine and natural medicine product remnants or by-products shall not be placed in an exterior refuse container.

(H) *Processing:*

- i. The processing of natural medicine that includes the use of hazardous materials, including without limitation flammable and combustible liquids, carbon dioxide, and liquified petroleum gases, such as butane, is prohibited.
- ii. Nonhazardous materials used to process natural medicine shall be stored in a manner so as to mitigate

and ensure odors are not detectable beyond the property boundaries on which the processing facility is located, or the exterior walls of the processing facility associated with the processing of natural medicine or natural medicine healing products.

- iii. The processing of natural medicine shall meet the requirements of all adopted City building Codes and other applicable law.

Section 6. Table 6.B: Notice of Requirements in Section 11-6-3 of the Northglenn Municipal Code is amended to read as follows:

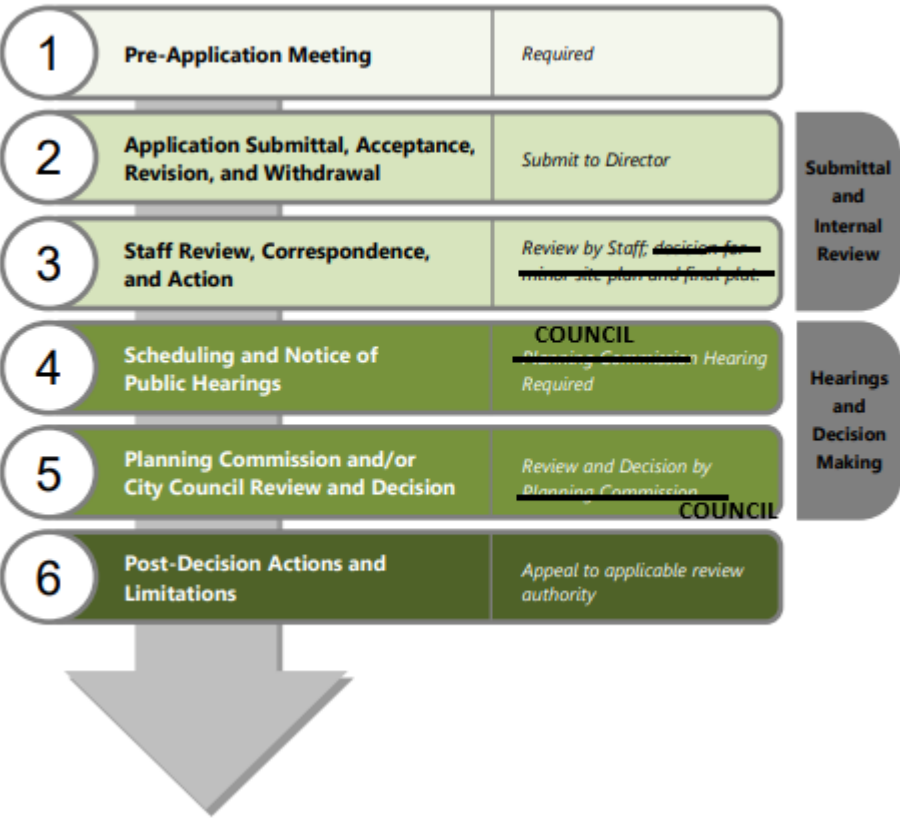
Table 6.B: Notice Requirements						
✓ = required NR = not required						
Procedure		Section	Type of Notice Required			Timing (# of days before hearing)
			Published	Written	Posted	
Ordinance Amendments						
Rezoning		11-6-4(a)	✓	✓	✓	15
Rezoning to Planned Development (PD) District		11-6-4(b)	✓	✓	✓	15
PD District Amendment	Minor	11-6-4(b)(3)(F)(v)a	NR			NR
	Major	11-6-4(b)(3)(F)(v)b	✓	✓	✓	15
UDO Text Amendment		11-6-4(c)	✓	NR	NR	15
Development Permits						
Site Plan Review	Minor	11-6-5(a)(4)	NR			
	Major	11-6-5(a)(3)	✓	✓	✓	15
Special Use Permit		11-6-5(b)	✓	✓	✓	15
Temporary Use Permit		11-6-5(c)	NR			NR
Change of Use Permit		11-6-5(d)	NR			NR
Oil and Gas Permit		Pursuant to Section 11-3-6, Oil and Gas Operations				
Comprehensive Sign Plan		Pursuant to Section 11-4-10(j), Comprehensive Sign Plans				
Wireless Service Facility		Pursuant to Section 11-3-3(g)(3), Wireless Service Facilities				
Subdivision						
Minor Subdivision		11-6-6(a)	NR			NR
Preliminary Plat		11-6-6(b)	✓	✓	✓	15
Final Plat	Not requiring infrastructure improvement or SIA	11-6-6(c)	NR			NR
	Requiring infrastructure improvement or SIA	11-6-6(c)	✓	✓	✓	15
Vacation of ROW or easement		11-6-6-(d)	✓	✓	✓	15
VACATION OF EASEMENTS		11-6-6(d)	NR			NR
Flexibility and Relief						
Variance		11-6-7(a)	✓	✓	✓	15
Administrative Adjustment		11-6-7(b)	NR			NR
Vested Rights		11-6-7(c)	Pursuant to the applicable site-specific development plan			NR
Appeal		11-6-7(d)	✓	✓	✓	15
UDO Interpretation		11-6-7(e)	NR			NR

Section 7. Section 11-6-5, subsections (a)(4)(D)(i) and (a)(4)(D)(ii) of the Northglenn Municipal Code are hereby amended to read as follows:

- (i) No Building Permit without Approval. No building permit shall be issued until the ~~major~~ MINOR site plan has been approved pursuant to this article.
- (ii) Expiration of Approval. Site plan approval shall expire if the authorized use or construction is not substantially underway within two years after the date of the ~~major~~ MINOR site plan approval, or an extension is granted pursuant to Subsection 11-6-3(h)(3)(C).

Section 8. Figure 6.P: Summary of Vested Rights Procedure in Section 11-6-7, subsection (c)(3) of the Northglenn Municipal Code is hereby amended to read as follows:

Figure 6.P: Summary of Vested Rights Procedure



Section 9. Section 11-6-7, subsection (c)(3)(C) of the Northglenn Municipal Code is hereby amended to read as follows:

- (C) Staff Review, Correspondence, and Action.
 - (+) The Director shall review the vested rights application and prepare a staff report and recommendation in accordance with Subsection 11-6-3(d). The

recommendation for vested rights may be incorporated directly into the staff report for the applicable site-specific development plan.

(ii) ~~For applications decided by the Director, vested rights shall be included with the official decision per the applicable site-specific development plan procedure.~~

INTRODUCED, READ AND ORDERED POSTED this 11th day of May, 2026.


MEREDITH LEIGHTY
Mayor

ATTEST:


JOHANNA SMALL, MMC
City Clerk

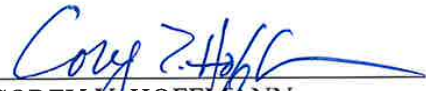
PASSED ON SECOND AND FINAL READING this ____ day of _____, 2026.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, MMC
City Clerk

APPROVED AS TO FORM:


COREY Y. HOFFMANN
City Attorney