



PLANNING COMMISSION

Wednesday, March 20, 2024 at 5:00 PM

Palmer Lake Town Hall – 28 Valley Crescent, Palmer Lake, Colorado

MINUTES

Call to Order. Chair Ihlenfeld called the meeting to order at 5:02 pm.

Roll Call. Present: Commission members Lindsey Zapalac, Tim Caves, Mark Bruce, Amy Hutson, Bill Fisher, Charlie Ihlenfeld. Excused: Susan Miner.

Approval of Minutes

1. Minutes from February 21, 2024. Commissioner Fisher requested minutes for item 11 include a reference of directional versus advertising. MOTION (Fisher, Caves) to approve minutes with the amendment. Motion passed 6-0.

Public Hearing

2. Application for Conditional Use Permit - Landscape Yard in C2 Zone (Greater Grounds) – continued. Mr. Jared Whiteley, owner of Greater Grounds, spoke about the retail landscape sales and the various areas the Commission previously requested – a dust control plan, of which Commissioner Caves asked for a written plan; screening with fence, of which discussion ensued about an 8 ft fence and tree planting near the property; review of anticipated increased traffic, of which Commissioner Caves referred to the original CDOT access permit for the site; and the grading plan. Chair Ihlenfeld inquired about a site plan designating the drive area. Commissioner Fisher raised the question whether a conditional use permit will be recommended for approval or not. He referenced the preservation in the community master plan for rural landscape and explained the County requirements for trees. Commissioner Hutson raised concern of safety and knowing CDOT feedback about increased traffic. No other person spoke for or against the item. Chair Ihlenfeld closed the hearing.

Business Items

3. Consider Recommendation on Conditional Use in C2 Zone, Landscape Yard (Greater Grounds). Discussion continued about information the members wanted prior to recommending approval. MOTION (Fisher) to approve the conditional use with a provision of screening of trees along the fencing. No second was had. MOTION (Caves, Hutson) to continue the hearing until the April meeting with request of engineered plan to grade, 8 ft fencing with tree planting along property line, a written dust control plan, and CDOT response about access. Motion passed 6-0.

4. Sign Permit Application - Mountain Paws Grooming LLC, Illumination Point (628 Hwy 105). Owners, Melissa and Ryan, spoke to their request for a sign in addition to the window decals.

Discussion took place about the need to cover the windows from inside distraction for animals and health issues with fabric covering. Discussion ensued with members about the quantity of signs.

MOTION (Zapalac, Bruce) to allow the window clings as a deviation of the quantity and approve the sign contingent that the sign be within the framework above the door. Motion passed 6-0.

5. Review Illumination of Signs for SecurStorage (Approved 2/21/24). Ms Kara Knott, Pinnacol Signs, reviewed the prior approval for illuminated signs for her client. Collins noted that both signs were identified as illuminated in the PPRBD plans for installation. Discussion reviewing the location and color of the signs took place, and it was agreed to add a timer ending the illumination before 11 pm. MOTION (Zapalac, Hutson) to allow the illumination of signs with a timer to turn lighting off by 11 pm. Motion passed 6-0.

6. Revised Directional Sign for Alpine Essentials. Ms Brenda Woodward described the deviation for a directional sign within the 4x6 ft size. Discussion took place about the 2-sided design, size and placement of the sign. The deviation is that the sign is off premises. The size allowed for directional is 6 sq ft. Discussion ensued about the Board allowing use of town property. MOTION (Hutson, Bruce) to approve the deviation of a directional sign off premises contingent on Board approval of the sign location. Motion passed 6-0.

7. Consider Amendment to Elephant Rock Property Planned Unit Development (PUD). Collins explained the code reference of the Planning Commission determining whether a modification to a PUD plan is minor or major. Minor change material is submitted and reviewed administratively, and a major change requires the PUD plan amendment submittal to come before the Commission and Board. Discussion ensued about a master plan for the elephant rock property. Collins referenced the confusion of the master plan language not meaning the same as the land use code. Mr. Richard Willans reviewed the changes – the gymnasium being rented for public use of the annex; former pool being renovated to spa; and amphitheater renovation. MOTION (Fisher, Ihlenfeld) that the changes are minor to the elephant rock property PUD. Motion passed 4-2 (no – Caves, Hutson). Discussion was had about a joint meeting with the Planning Commission and Board of Trustees to explain the plans for the elephant rock property.

8. Consider Amendment to Greeley Planned Unit Development (PUD). Mr. Randy Allgood addressed the changes he anticipates to the Greeley PUD of four single family units, including slight modification of access easement and utility easements which will be detailed with the new construction land use plans. MOTION (Zapalac, Fisher) that the changes are minor for the Greeley PUD. Motion passed 6-0.

9. Review of Centennial Park Site Map (Master Plan). Commissioner Fisher stated the park should include paths for accessible access to all parts within the park and recommended that trees be added. He referenced County requirements of trees for park land. Commissioner Caves stated there is a landscape plan for the pickleball courts. MOTION (Fisher, Caves) to accept and incorporate the site map to the master plan with a recommendation that ADA compliant paths and trees be considered. Motion passed 6-0.

10. Update on Land Use Code Critical Issues. Collins provided an update about the current activity referenced in the packet memos from CMI, with the next review being subdivision section.

Public Comment. None.

Next Meeting (Joint Training 4/3; April 17) and Future Items: Discussion of "Unused" Conditional Use Permit(s). Collins noted upcoming meetings and the topic of non-use of conditional use permits previously approved being reviewed by legal for future discussion.

Adjourn. MOTION (Zapalac, Bruce) to adjourn at 7:23 pm. Motion passed.

Minutes by: Dawn A. Collins, Town Clerk