



## PLANNING COMMISSION

Wednesday, April 17, 2024 at 5:00 PM

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

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### MINUTES

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

**Roll Call.** Present: Commissioners Lindsay Zapalac, Susan Miner, Tim Caves, Amy Hutson, Bill Fisher, Charlie Ihlenfeld. Excused: Mark Bruce.

#### Approval of Minutes

1. Minutes from March 20, 2024. MOTION (Hutson, Fisher) to approve the minutes as presented. Motion passed 6-0.

#### Public Hearing

2. Continued Hearing - Conditional Use for Landscape Yard, Greater Grounds (Illumination Point). Collins reported that the applicant is working with CDOT on access and did not have new material to present, requesting that the hearing be continued. MOTION (Caves, Hutson) to continue the hearing to the May 15 meeting. Motion passed 6-0.

#### Business Items

3. Review/Recommendation on Conditional Use Permit - Greater Grounds. No action.

4. Sign Permit Application - Rockhouse (24 Hwy 105). Mr. Jeff and Mrs. Sharon Goldman were present to speak to the new Rockhouse sign installed – same size and location with an overlay and updated text. MOTION (Zapalac, Miner) to approve the sign as requested. Motion passed 6-0.

5. Sign Permit - Crossfit (856 Hwy 105). Mr. Mark Vandermeer explained the sign for the unit over the entrance. He noted that it can be illuminated. Discussion took place about the facility hours and a shut off time of 11p. Discussion ensued about the allowed size for buildings and making notes of future code revisions. MOTION (Hutson, Zapalac) to approve the sign as requested with illumination to be off by 11p. Motion passed 6-0.

6. Update on Advisory Committee for Vision of Elephant Rock Property. Ms. Susan Miner reviewed the scheduled task list, membership, and the procedure for the advisory committee. The first organizational meeting will be 4/22 and meet every other week with individual work groups or teams with assignments in between reporting meetings. Discussion took place about timeline and considering a professional planner to lead the effort. The advisory committee meetings will function as a workshop – noticed and open to the public but not recorded.

7. Discussion on Conditional Use Permit Language Relating to Expiration. Collins explained the direction of the Board and considering expiration language for conditional use permits when the use of a conditional use permit does not come to fruition by the applicant. Discussion ensued about various questions – conditional use be reviewed if business changes hands; tie the permit to the applicant (if tenant) not property; and it was suggested that multiple options be provided for consideration.

8. Discussion/Revision of R4 Zoning Code. Collins explained the direction of the Board to consider amending the R4 zoning code to assist with multi-family development that may be designed in a cluster vs. individual lots. Discussion took place about amending the section relating to septic to comply with County Health Department regulations. Discussion further ensued about setbacks and lot size requirements if the development is on one large lot. It was requested to research other municipalities with cluster style multi-family development to review.

**Public Comment** – None.

**Next Meeting (May 15) and Future Items - Ch 16 Subdivision Workshop.** It was agreed that a workshop will follow the next regular meeting.

**Adjourn.** MOTION (Zapalac, Miner) to adjourn at 6:34 pm. Motion passed.

*Minutes by: Dawn A. Collins, Town Clerk*