



42 Valley Crescent  
PO Box 208  
Palmer Lake CO 80133  
719-481-2953 – office

Office Use Only	
Case Number:	<u>PC 2/15</u>
Date:	<u>1/23/2023</u>
Fees:	<u>\$500.00</u>
Check #:	<u></u>
Rec'd By:	<u>KAC</u>
<i>Note: A minimum of ten days are required to process this application</i>	

## Right-of-Way Application

Name of Applicant/Property Owner: SYLVIA & ARLO MARTIN  
Address: 215 CANON DR. SANTA BARBARA CA 93105 Phone#: 805-698-8551  
Email: arlonmartin@gmail.com

Name of Proposal: Lakeview West Subdivision  
Legal Description or Address: Block G3, PALMER LAKE AMENDED FILING  
253 MILTON STREET

***(If the applicant is someone other than the property owner, the applicant must provide a notarized letter from the property owner giving permission to be represented in this action).***

***This is a Right-of-Way Vacation*** – A Right of Way vacation is the termination of the public interest in a right-of-way (built or unbuilt); it extinguishes the easement for public travel that is represented by the right-of-way. The Right of Way is equally divided.

***Criteria for approval of a Right-of-Way Vacation*** - In order to approve any Right-of-Way vacation, the Planning Commission must find, based upon evidence, both factual and supportive, provided by the applicant that the vacation sought will not leave any lands adjoining without an established right of way. and that the portion of the right of way sought to be vacated has now become useless to the property owners, the general public, and the Town of Palmer Lake, and that the Final Plat meets all of the criteria stated in Section 16 of the Palmer Lake Municipal Code.

By signing, Applicant agrees to the following:

- Town of Palmer Lake staff or its consultants may enter the property to inspect the property and evaluate the proposal.
- The applicant/petitioner is liable for all fees and costs associated with the Town's review of this application. These may include, but are not limited, to engineering and consultant fees, public notice / recordation fees, and any other fees paid by the Town in connection with or related to this application.

*Payment of the above fees shall not relieve the applicant of any other fees incurred by the Town.*

**As owner/applicant, I understand and affirm the information contained in this application is accurate, and I agree to the above conditions.**

Applicant Signature: Robn Marti Date: Jan. 27, 2023

Applicant Signature: *(if needed)* Date: Jan 27, 2023

If the applicant is not the owner:

As owner of the above property, I agree to the application.

Owner – Print: \_\_\_\_\_

Owner – Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PROCEDURAL CHECKLIST FOR RIGHT-OF-WAY VACATION

Applicant: SYLVIA & ARLO MARTIN Address/Location: 253 MILTON STREET  
(print or type)

- \* Submitted on: JANUARY 24, 2023
- \* Property will be posted & published by: \_\_\_\_\_
- \* Planning Commission meeting: \_\_\_\_\_
- \* Board of Trustees meeting: \_\_\_\_\_

### Submittal Requirements:

X	Required Information:
X	Complete application form
X	Letter(s) of Intent - why you are making this request; adjoining property owner
	A map of the proposed right-of-way vacation prepared by a Colorado registered land surveyor. Each plan must include:
X	• Identify the right-of-way requested for vacation ✓
X	• All easements identified on right-of-way and abutting properties ✓
	Required Copies: (Proposed)
X	One (1) each 11x17 paper and electronic copy of proposed vacation
X	Copies of letters of notification to all property owners abutting proposed vacation
	A map of all properties effected by the right-of-way vacation, prepared by a Colorado registered land surveyor. Each plan must include:
X	• Name of the Proposal ✓
X	• Legal description of the Proposal ✓
X	• Date of preparation and Northpoint ✓
X	• A vicinity map ✓
	• Location of land intended to be for public use
	• All monuments
	•
	• Profiles of all roads
X	• Certificates for execution by Executor (s) - (Mylar)*
	•
	•
X	• All easements as required by public and quasi-public agencies ✓
X	• The right-of-way lines, widths, locations, and street names of existing and proposed streets ✓
	Required Copies: (Final)
X	• One (1) copy of final plat - Mylar* - Owner MUST record after approval
X	• One (1) paper copy (24x36) of final plat
X	• One (1) Electronic copy of final plat

To: Planning Commission and Board of Trustees for Palmer Lake, CO  
Attn. Ms. Dawn Collins, Town Administrator and Clerk  
42 Valley Crescent  
P.O. Box 208  
Palmer Lake, CO 80133

January 27, 2023

From: Arlon and Sylvia Martin  
215 Canon Ave.  
Santa Barbara, CA 93105

Re: Lakeview West Subdivision, 253 Milton Street

Dear Ms. Collins, Planning Commission and Board of Trustees

We are requesting to Replat all of Block 63 and the Southerly One-Half of Brook Street from Viola Street to Park Street, in Palmer Lake Amended Filing, into three single Family Residential Lots.

Two of the three proposed lots will be larger than 10,000 square feet and noted on the Proposed Plat as being restricted from Future Replatting into smaller lots.

The generally flat Lot with the existing house at 253 Milton Street is to remain and currently has access from Park Street. This Lot would have the ability for future demolition of the existing structure and relocation of the access point.

The other two lots would have access from either Viola Street or Park Street for possible over-under parking. The approximate slope of these lots is 13%, sloping down from Viola Street to Park Street.

The portion of Brook Street to be vacated has not been used and has utilities shown on the Preliminary Plat. An Easement will be Platted for that utility. A portion of Brook Street has been previously vacated by PARKVIEW SUB Replat. The Northerly One Half of Brook Street would remain as access to the unimproved Alley adjacent to the rear of Lot 10 Block 58 in Palmer Lake Amended Filing.

If you have any questions, please contact us at [arlonmartin@gmail.com](mailto:arlonmartin@gmail.com) or by cell 805-698-8551.

Best Regards,

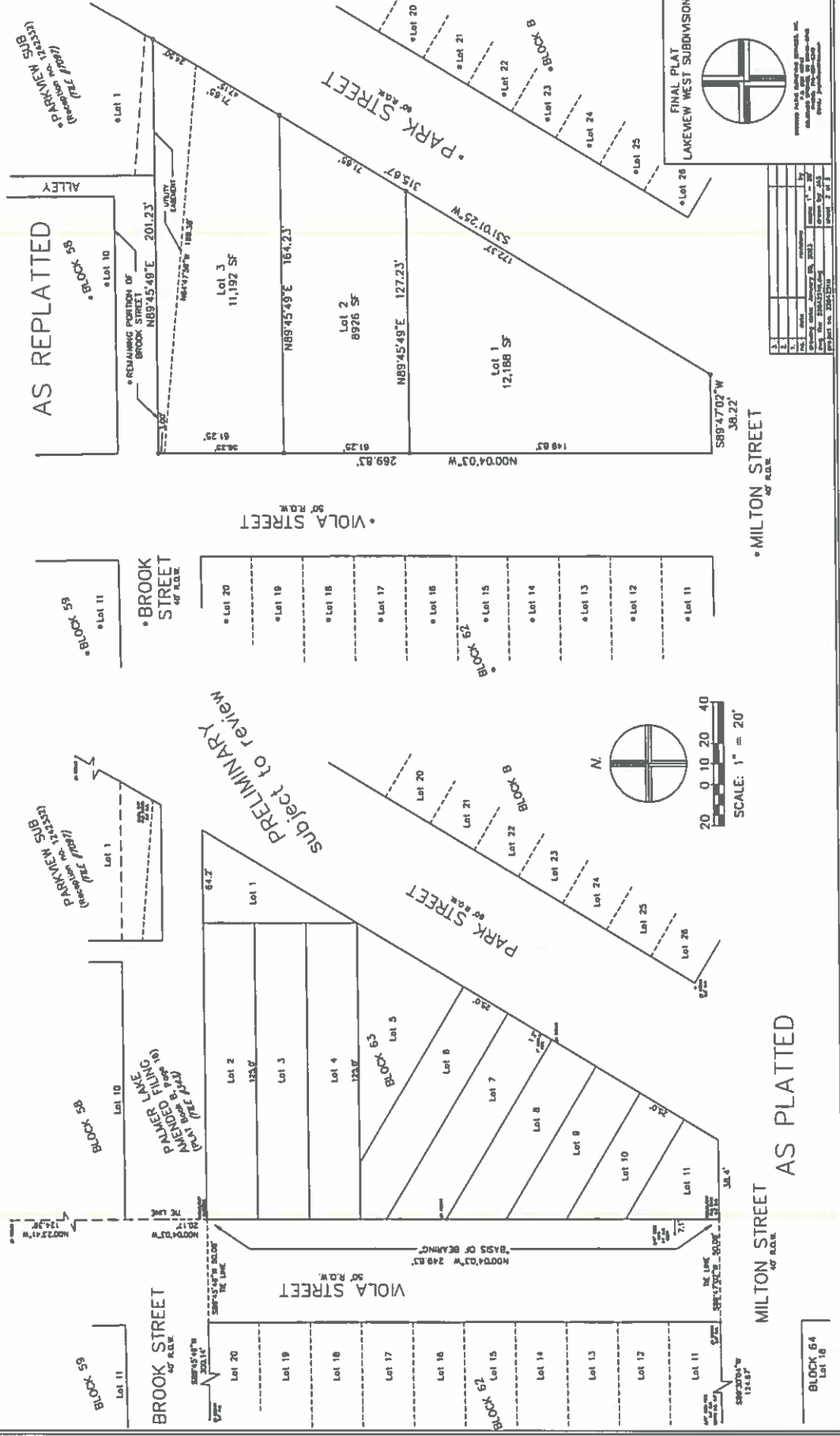


Arlon and Sylvia Martin

Cc: Dawn Collins, Town Administrator/Clerk, Palmer Lake, CO

LAKEVIEW WEST SUBDIVISION

A VACATION AND REPLAT OF BLOCK 63 together with the VACATED portion of BROOK STREET in the "PALMER LAKE AMENDED FILING" to the Town of Palmer Lake, being a portion of the Northwest One-Quarter of Section 5, Township 11 South, Range 67 West of the 6th P.M., IN THE TOWN OF PALMER LAKE, EL PASO COUNTY, COLORADO



AS REPLATTED

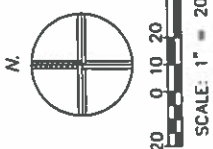
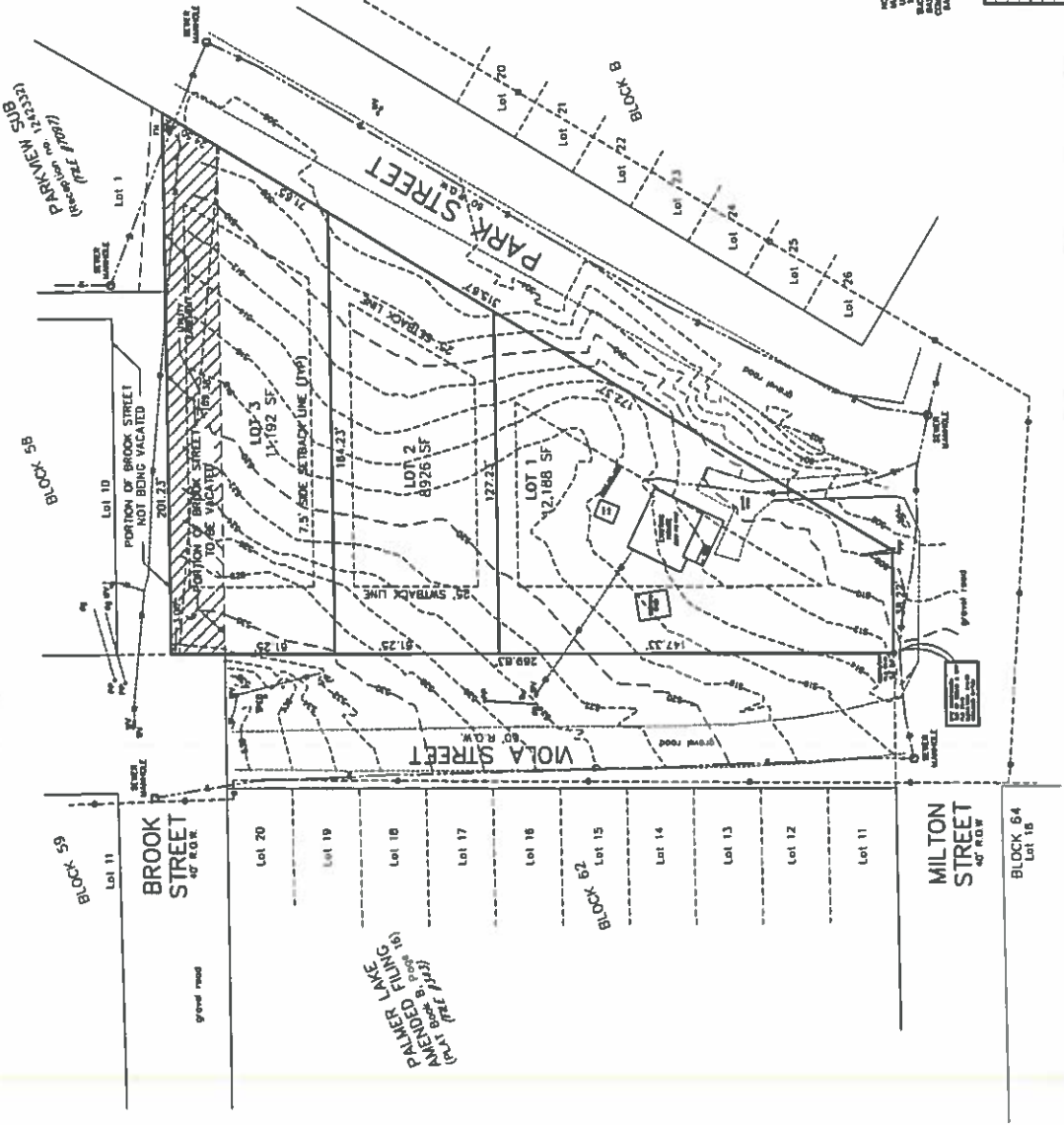
AS PLATTED

FINAL PLAT  
LAKEVIEW WEST SUBDIVISION

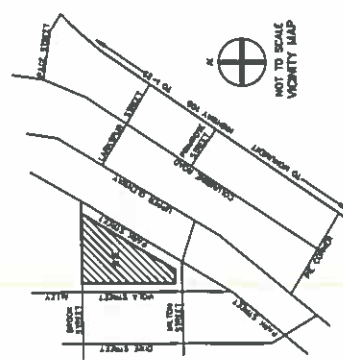


**PRELIMINARY PLAT  
LAKEVIEW WEST SUBDIVISION**

A VACATION AND REPLAT OF BLOCK 63 together with the VACATION of a portion of BROOK STREET in the "PALMER LAKE AMENDED FILING" to the Town of Palmer Lake, being a portion of the Northwest One-Quarter of Section 5, Township 11 South, Range 67 West of the 6th P.M., IN THE TOWN OF PALMER LAKE, EL PASO COUNTY, COLORADO



- NOTES:**
1. Topography based on contour method.
- LEGEND:**
- existing underground water line
  - existing underground gas line
  - existing underground sewer line
  - existing electric line
  - existing water line
  - existing storm sewer line
  - existing street lighting



**PRELIMINARY PLAT  
LAKEVIEW WEST SUBDIVISION**

NOTES: ACCORDING TO COLORADO LAW YOU MUST OBTAIN A LOCAL ACTION BAKER'S MAP BEFORE YOU CAN REPLY TO THIS PLAT. THE BAKER'S MAP MUST BE OBTAINED FROM THE COUNTY CLERK'S OFFICE IN THE COUNTY OF EL PASO, COLORADO. THE BAKER'S MAP MUST BE OBTAINED BEFORE YOU CAN REPLY TO THIS PLAT.

1	OWNER	DATE
2	APPROVED	DATE
3	RECORDED	DATE

Project No. 123456789  
Page 2 of 2

**NOTICE OF PUBLIC HEARING**

**TOWN OF PALMER LAKE**

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on February 15, 2023, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider a request to vacate a portion of right of way, Brooks Street, abutting parcel located at 253 Milton Dr. A recommendation will be made to the Board of Trustees on the same matter scheduled to be heard on February 23, 2023, at 5 PM. A copy of the complete application is on file at the Town Clerk office, at 719-481-2953. /s/ Dawn A. Collins, Town Clerk

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To: Mr. Blake Menter  
348 Park St.  
Palmer Lake, CO 80133

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January 27, 2023

From: Arlon and Sylvia Martin  
215 Canon Ave.  
Santa Barbara, CA 93105

Re: Notice of Intent to Vacate and Replat

Dear Mr. Menter,

As required by the Palmer Lake Municipal Code, we are providing you with notice of our intent to vacate and replat the portion of Brook Street that borders our property.

The Northerly One Half of Brook Street would remain as access to the unimproved alley adjacent to the rear of the property, officially described as Lot 10 Block 58.

A portion of the Southerly Half of Brook Street was previously vacated by PARKVIEW SUB Replat.

If you have any questions, please contact us at [arlonmartin@gmail.com](mailto:arlonmartin@gmail.com) or by cell 805-698-8551.

Best Regards,



Arlon and Sylvia Martin

Cc: Dawn Collins, Town Administrator/Clerk, Palmer Lake, CO

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