

**Date:** Wednesday, March 4, 2026

**To:** **The Palmer Lake Planning Commission**

**Through:** Glen Smith, Interim Town Administrator, Town of Palmer Lake (TOPL)

**From:** **The DRT technical reviewers**  
Barb Cole, Consulting Planners, Community Matters Institute  
Mark Morton, PE, GMS, Inc., Consulting Engineers,

**CC:** Erica Romero, Town Clerk, Town of Palmer Lake

**Re:** **Statutory and Code Requirements for the adoption of an Official (Zoning) Map**

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## **Summary**

CRS 31-23-301 and 302 authorize zoning regulations and the creation of zoning districts. CRS 31-23-206 requires an 'official map' for municipal planning purposes. In August of 2025, the Board of Trustees approved a new Title 17: Land Use Regulations, replacing the old Title 17: Zoning.

Ordinance 2-2023 to Adopt Official (Zoning) Map for the Town established the Official Map that is currently on display at Town Hall. An Official Zoning Map is required by Sec. 17.2.030. Official Zoning Map. Because the Town is now operating under the new Land Use Code, a new Official Map is required.

GMS and CMI have prepared the following final Official Zoning Map as required by Statute and by the adopted Municipal Code. The new 'Official Zoning Map' is being provided to the Planning Commission (PC) for informational purposes only. The Planning Commission is not required to take action or approve the revised Official Zoning Map. However, as we have done in the past, we value the knowledge of the Planning Commission and feel it is in the best interest of the community to have the Planning Commission members review and comment on the revised Official Zoning Map. This has been past practice.

The new 'Official Zoning Map' accomplishes three main goals:

- Item 1. Update the Official Zoning Map to reflect the revised names of the zone districts as requested by the Planning Commission. The names were changed in the new Title 17 so that they are more descriptive. For example, R-3 is now R-5,000 to reflect the size of a lot that is required.
- Item 2. Correct PD zoning that did not comply with the past PUD ordinance nor the current PD ordinance adopted in 2024, as explained below.

- Item 3. Note properties that were improperly zoned decades ago as M-1 (general industrial), in the middle of a residential area, which does not correlate to the current developed use of the property as single-family residential. (see south east portion of the map).
- Item 4. Added street names for reference as requested by the Interim Town Administrator and Police Chief.

To that end, per the direction of the Planning Commission, most of the names of the zone districts changed as follows:

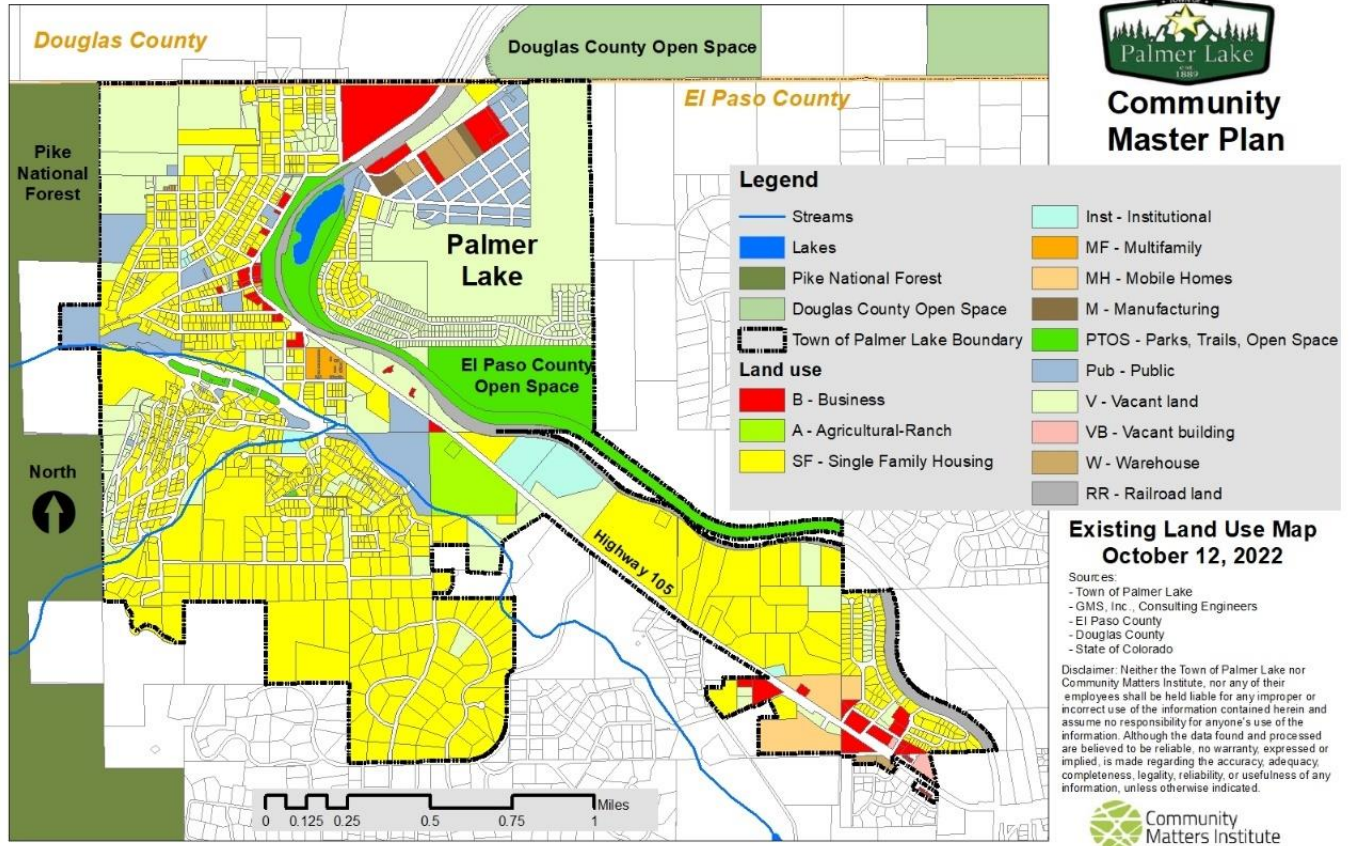
Previous Zone District	Current Zone District or Minimum lot or parcel size
RA	RA-5: Residential Agricultural
RE Estate (2½ acres or more)	R-2.5: Residential Large Lot
R1 (1 acre or more)	R-1: 1-acre Single Family Detached
R-2- ½ ACRE OR MORE	R-2: 1/2 acre or more
R-10,000 Intermediate Medium Density Residential Zone (10,000 sq. ft. or more)	R-10,000: Medium Density Residential Zone
R3 – (5,000 sq. ft. or more)	R-5,000: Small Lot Residential
R4 - High Density Residential	R-MF: R-15,000 Multifamily
CC Convenience Commercial Zone (6,600 sq. ft. or more)	DMU: Downtown Mixed Use
C1 –General Business and Commercial (6,600 sq. ft. or more)	BI-MU: Business Industrial Mixed-use
C2 – General Business and Commercial Zone (6,600 sq. ft. or more)	VMU: Village Mixed Use
M1 – General Industrial	BI-MU: Business Industrial Mixed Use <i>combines M-1 with C1 per Future Land Use Plan (North End)</i>
O1 – Open	REC: OS Recreation and Open Space
PUD- Planned Unit Development	Planned Development

Expanded details of new 'Official Zoning Map' goals listed above:

- Item 1. There has been no change in Zone district boundaries except the following:
  - a. UCC disconnect
  - b. Susan Miner's property (no change in zoning, but an earlier map was improperly labeled).
- Item 2. Item 2 required researching the status of parcels noted as the previous PUD zoning. Many of the parcels zoned PUD are not noted as PUD in the El Paso County (EPC) Assessor's records. Instead, the records show no zoning designation. Many of the parcels zoned PUD have no recorded TOPL zoning ordinance changing the zone to PUD. Most do not have a Site Plan, including the quantitative data required under the



We have provided you with 11X17 copies of the above map to aid in your review. Below, please find a copy of the CMI map from the Community Master Plan showing existing land use.



Upon reviewing the map at the next Planning Commission meeting, please provide comments to town staff with copies to GMS and CMI. Thank you in advance for your time and effort.