

**TOWN OF PALMER LAKE, COLORADO**

**RESOLUTION NO. 34-2025**

**A RESOLUTION TO APPROVE AMENDED TOWN LAND USE  
APPLICATION CHECKLISTS**

**WHEREAS**, the Board of Trustees of the Town of Palmer Lake, Colorado, pursuant to Colorado statute and the Town of Palmer Lake Municipal Code, is vested with the authority of administering the affairs of the Town of Palmer Lake, Colorado; and

**WHEREAS**, the Town Board of Trustees desires to maintain accurate application checklists for proper submittal of land use material for review by Town Staff and Consultants, as needed, within the Town of Palmer Lake, while at the same time maintaining flexibility to allow the checklists to be made more useful to applicants and Town staff.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:**

1. The Board of Trustees hereby approves the amended application checklists, as attached.
2. The Board of Trustees authorizes Town staff, subject to the approval of the Administrator to make adjustments to the checklists from time to time as staff deems necessary to make the checklists more efficient, user-friendly, or helpful to applicants or staff to improve the application process, provided such adjustments are consistent with and not contrary to the provisions of the Palmer Lake Town Code.
3. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Board of Trustees hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.
4. Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

**INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 27th DAY OF MARCH 2025.**

ATTEST:

TOWN OF PALMER LAKE, COLORADO

\_\_\_\_\_  
Dawn A. Collins  
Town Administrator/Clerk

BY: \_\_\_\_\_  
Glant Havenar  
Mayor