



## PLANNING COMMISSION

Wednesday, June 21, 2023 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 5:04 pm.

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

#### Approval of Minutes

1. Minutes from May 17, 2023 Meeting. Meeting. MOTION (Hutson, Bruce) to approve the minutes from the May 17 meeting. Motion PASSED (6-0).

#### Public Hearing

2. Application for Conditional Use - Mixed Use Residential/Commercial (CC Zone) - Tax ID 7105214001 – The property owner Curtis Claar explained that he wants a building at Primrose/Columbine with a commercial business on the lower level and small living quarters (~400 to 500 sq ft) above. He is proposing an office for electric vehicle charging stations. While he does not see the business bringing in a high level of vehicle traffic, he did advocate for charging stations throughout the Town. He stated he is still finalizing plans for the property and was open to hearing from the public. Discussion took place and members agreed the business was permitted in CC zoning. Members expressed concern about the size of the building and the look. Chairman Ihlenfeld reminded the Commission that the hearing was on the use of the property. The details on the design and actual construction will be brought before them as the project moves forward.

Mr. Roger Mosely examined the R-3 and CC zonings and stated the CC zoning was larger than the R-3 in square footage. He also reminded the Commissioners to follow the Town's zoning ordinances. He emphasized the Master Plan's placement and size of the building on the property. Ms. Sharon Kay talked about the vision of the Town and the small-town feel. The building didn't fit that vision. She was concerned about where vehicles would park while waiting to charge. Mr. Doug Haase lives across from the property. He is concerned about his family and children and the traffic coming off of I-25. Will the charging stations be a 24-hour service? What will the lighting situation be? Ms. Debi Lawless lives just southeast of the property. She does not have an issue with the concept or the charging stations. She is concerned about the drainage change in the area. Mr. Claar thanked everyone for their comments and addressed them by stating he made a mistake in labeling the property as R-3 and knows it will be zoned CC. He is not set on charging stations. However, the vehicles would be limited, and he would honor the small town feeling in the aesthetics of the building. He stated that he will be cognizant of the

drainage. The Commissioners expressed concern that the building would not fit on the property. There were questions about the use of the office space. Was it to be retail or office with clients needing parking? Commissioner Hutson asked if the application would go before the Board of Adjustments first before coming before the Commission. Deputy Clerk Julia Stambaugh stated it would for any variance of lot size or setbacks. Discussion took place about the benefits to the Town and how charging stations work. Commissioner Caves made a motion to deny the conditional use. There was not a second. Mr. Mosely stated the code's objective was mixed use for a business below and living space above. He did not see an issue with parking. MOTION (Zapalac, Bruce) to recommend to the Board of Trustees to approve the application for the Conditional Use of Mixed Use Residential/Commercial (in a CC Zone) on the property at Primrose and Columbine with the plans to come before the Commission. Motion PASSED (5 aye, 1 nay - Caves).

3. Application to Vacate Portion of El Moro Right of Way (ROW) (Block 26, Glen Park) – Cindy Powell and Drew Walton requested to vacate the remaining portion of the El Moro ROW, which will never be used as a roadway. The plan to vacate the ROW is to decrease the density of possible development of the area by the vacation and eliminate/reduce the internal lot lines with a replat. They received permission from all but one of the property owners. One abutting property did not respond to multiple attempts to the notice of the vacation. Town legal suggested including a permanent trail easement (10 ft) along the property line. Attorney Matt Krobb explained that usually a 20-foot easement runs between two properties with 10 feet on each side. This trail easement will reserve an easement for a future trail through the area along the abutting property. MOTION (Huston, Fischer) to recommend to the Board of Trustees to approve the application to vacate the portion of El Moro Right of Way as presented (Block 26, Glen Park). Motion PASSED (6-0).

4. Application to Vacate Bijou Ave Right of Way (ROW) (Glen Park) – Ms. Powell and Mr. Walton explained that the Bijou Ave ROW splits their properties. The vacation will assist in the replat of the undeveloped lots to help decrease the density of development in the area. In addition, they agree to relocate the waterline, at their expense, that is currently in the Bijou Ave ROW to Virginia Ave, where it will better serve the properties in the area. MOTION (Zapalac, Hutson) to recommend to the Board of Trustees to approve the application to vacate Bijou Ave Right of Way as presented. Motion PASSED (6-0).

5. Application to Replat Block 31 to Five Lots - Located at Buena Vista /Virginia – Mr. Walton explained the desire to replat a total of thirteen parcels into five parcels to reduce the density. They will also deed a small portion of lot 5 to meet the setbacks for the existing structure on the property line. MOTION (Hutson, Zapalac) to recommend to the Board of Trustees to approve the application to Replat Block 31 to five lots. Motion PASSED (6-0).

### **Business Items**

6. Update on Elephant Rock Property Master Plan Activity (Trustee Jessica Farr) – Trustee Farr was not in attendance. She told the staff that she had nothing substantial to report. Commissioner Fischer stated that the Parks Commission is continuing to work on the Elephant Rock Master Plan. He also stated that the Planning Commission is very interested in that plan. Ms. Powell, as a member of the Parks Commission, offered to give an update. She explained that volunteers did work on the trail at Epworth Hwy with more work to be done at Kent St and Prairie St. She discussed a proposal that will be going before the Board of Trustees for an "Adopt a Cabin" program to restore the cabins rather than tearing them down. There was also discussion on funding resources to preserve the cabins. The

Commissioners agreed with the value of her proposal. Commissioner Fischer inquired about the road millings placed on the roadway from the entrance of Elephant Rock property down to the buildings, and wanted to know if any parking and roadways were going to be developed. He stated that the Elephant Rock Master Plan should be completed before any work starts in the area. Ms. Powell did not have any knowledge of the ER Master Plan. She is only involved with phase 1 of the trail development. Commissioner Fischer expressed concern about covering the Town's parks with asphalt millings. He made a motion to recommend to the Board of Trustees that before any additional parking or roadways be placed at the Elephant Rock property that the Master Plan be finalized. Commissioner Hutson asked if they could help to develop the Elephant Rock Master Plan. Ms. Powell reported on the Centennial Park Master Plan being finalized and the grants she is pursuing. Discussion about the Pickleball courts and possible relocation of the waterline under the proposed site took place. Deputy Clerk Stambaugh stated the waterline had been placed on the Board's agenda for the next evening. Commissioner Zapalac followed up on Commissioner Fischer's motion and wanted to know a timeline for the Elephant Rock Master Plan completion and the concern of tenants putting in roads. Deputy Clerk Stambaugh stated the workgroup held their first meeting the week before for the master plan and that there are no roads being developed at this time. The millings were offered to the town and placed to improve the drive for access to the property. Chairman Ihlenfeld explained that Public Works received the millings at no cost, and it fit to improve the dirt drive. MOTION (Fischer, Zapalac) to recommend to the Board of Trustees that before any significant work begin, excluding trails, a Master Plan be completed. Motion PASSED (6-0). Discussion returned to saving the cabins. Mr. Mosely recalled that when the tearing down of the cabins was discussed at a previous Board meeting there were insurance concerns.

7. Review Draft Sign Code – Commission members decided to hold discussion of the draft sign code after they adjourn the meeting.

#### **Public Comment**

Mr. Roger Mosely was heartened by the neighbors' comments and the concerns of lights of a commercial business. He encouraged the Commissioners to remember the Dark Sky ordinance.

#### **Next Meeting (July 19) and Future Items.**

- Application for Conditional Use for Mixed Use Commercial/Residential (56 Hwy 105)
- Application for Minor Subdivision - Rock Ridge Reserve

**Adjourn to WORKSHOP to Review/Discuss Draft Sign Code.** MOTION (Hutson, Bruce) to adjourn and move to the workshop at 6:30pm. Motion PASSED.

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Planning Commissioner Chair

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ATTEST: Dawn A. Collins, Town Clerk