



**TOWN OF PALMER LAKE  
PLANNING COMMISSION - AGENDA MEMO**

<b>DATE:</b> July 19, 2023	<b>ITEM NO.</b>	<b>SUBJECT:</b> Review Process for Elephant Rock Property
<b>Presented by:</b> Town Administrator /Clerk		

Per the direction of the Planning Commission at the June meeting, the recommendation to complete a master plan before any significant work begin was brought to the Board on 7/13.

A result of discussion was direction to staff to communicate the following process for the elephant rock property:

1. Staff will complete negotiation of a lease agreement for the Eco Spa (near complete) and Star View Ranch;
2. Board will approve the lease agreements for control of the premises as defined at a public meeting;
3. Board will provide direction for the master plan (anticipated at the upcoming July meeting);
4. Trustee Farr will continue working with partners planning development of the property and provide updates;
5. Tenants will assemble plans for improvement (Eco Spa, amphitheater, gymnasium, event venue);
6. Upon complete submittal of plans to amend the existing PUD, hearings will be set before the Planning Commission and Board of Trustees respectively to amend the PUD;
7. Only upon approval of the plans will land use applications for remodel/addition/improvement, etc., begin to allow construction activity.