



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

Office Use Only	
Case Number:	_____
Date:	_____ <i>PL 4/20</i>
Fees:	\$250.00
Check #:	<i>86848</i>
Rec'd By:	<i>WAC</i>
Application Complete:	_____

## Conditional Use Application Form

Name of Applicant/Property Owner: *Tri-lakes Center for The Arts*  
Address: *304 Hwy 105, Palmer Lake* Phone#: *719-481-0475*  
Email: *director@trilakesarts.org*  
Name of Proposal: *Conditional Use 17.38.020K*  
Legal Description or Address: *Lots 1-10 Block 23 Town of Palmer Lake*

*Note: 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 Conditional Use** – A request for a use not permitted under certain zoning categories subject to review by the Planning Commission and consideration by the Board of Trustees.

**Criteria for approval of a conditional use** – Include a “site plan” or building design where a structure is involved to address the following criteria in which the Planning Commission and the Board of Trustees must find evidence, both factual and supportive, provided by the applicant.

- The site for the proposed use is adequate in size and shape to accommodate said use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required by this ordinance.
- The site for the proposed use relates to streets and highways adequate in width and degree of improvement to handle the quantity and kind of vehicular traffic that would be generated by the proposed use.
- Any negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other ordinance standards or other reasonable conditions of approval.
- If of benefit to the community, any proposed structures will be of a design complimentary to the surrounding area.



By signing this application, parties agree 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 non-refundable fees and costs associated with the Town's review of this application. Fees may include, but are not limited, to engineering and consultant fees, public notice costs, publication/recording fees, and any other fees paid by the Town in connection with, or related to, review of this application.
- Payment of fees as described is due within 10 days of the date of filing and, if not received within 30 days will be considered past due. Payment of the above fees shall not relieve the payment of any other fees imposed by the Town.

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

Applicant Signature:

Date:

3/3/22

If the applicant is not the owner:

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

Owner – Print: \_\_\_\_\_

Owner – Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Dawn Collins**

---

**Subject:** FW: Tri-Lakes Center for the Arts & Conditional Use Permit

Dawn,

Thank you for your communication.

The Board of Directors is unanimously requesting that the TLCA be permitted for the following in the rear of the building, which is completely separated from the main venue:

- Lodging space for just one couple, managers of the nonprofit TLCA, in order to minimize business expenses and for the continued viability of the venue as a fine art gallery and concert venue featuring nationally recognized performers. After being closed for 18 months during the height of the pandemic, the TLCA is still getting back on its feet financially.
- Short-term usage for one to three nights for special guests, including art teachers, seminar speakers, and performers, who may not want to stay at hotels due to Covid, security, or other concerns. There would never be more than two guests at a time. This would save the TLCA a lot of expense in regard to hotel accommodations, transportation, etc. It would enable the TLCA to keep ticket prices down for the benefit of the general public.

At no time would the lodging space ever be rented, either short-term or long-term. The space would be utilized only by TLCA staff and approved venue participants. Such accommodations would never be advertised or promoted to the general public. It would be a private concern for TLCA management and guests. And such an area would not be open to the general public.

I would also like to reiterate that there will never be a kitchen installed in that area of the building. If a kitchen is needed, we will utilize the one that has been in existence for the past twenty years and located off the Lucy Owens Gallery.

If you have any further questions, please do not hesitate to contact me.

Peace,

**Michael**

Dr. Michael Maddox  
Executive Director  
Tri-Lakes Center for the Arts  
P.O. Box 1154  
Palmer Lake, CO 80133  
719-481-0475  
[www.trilakesarts.org](http://www.trilakesarts.org)

Tri-lakes Center for the Arts  
 P.O. Box 11574  
 304 Hwy. 105  
 Dulmer Lake, CO 80133

719-481-0475

Dr. Michael Madolox  
 TACA Executive Director  
 Board of Directors President  
 directors@trilakesarts.org

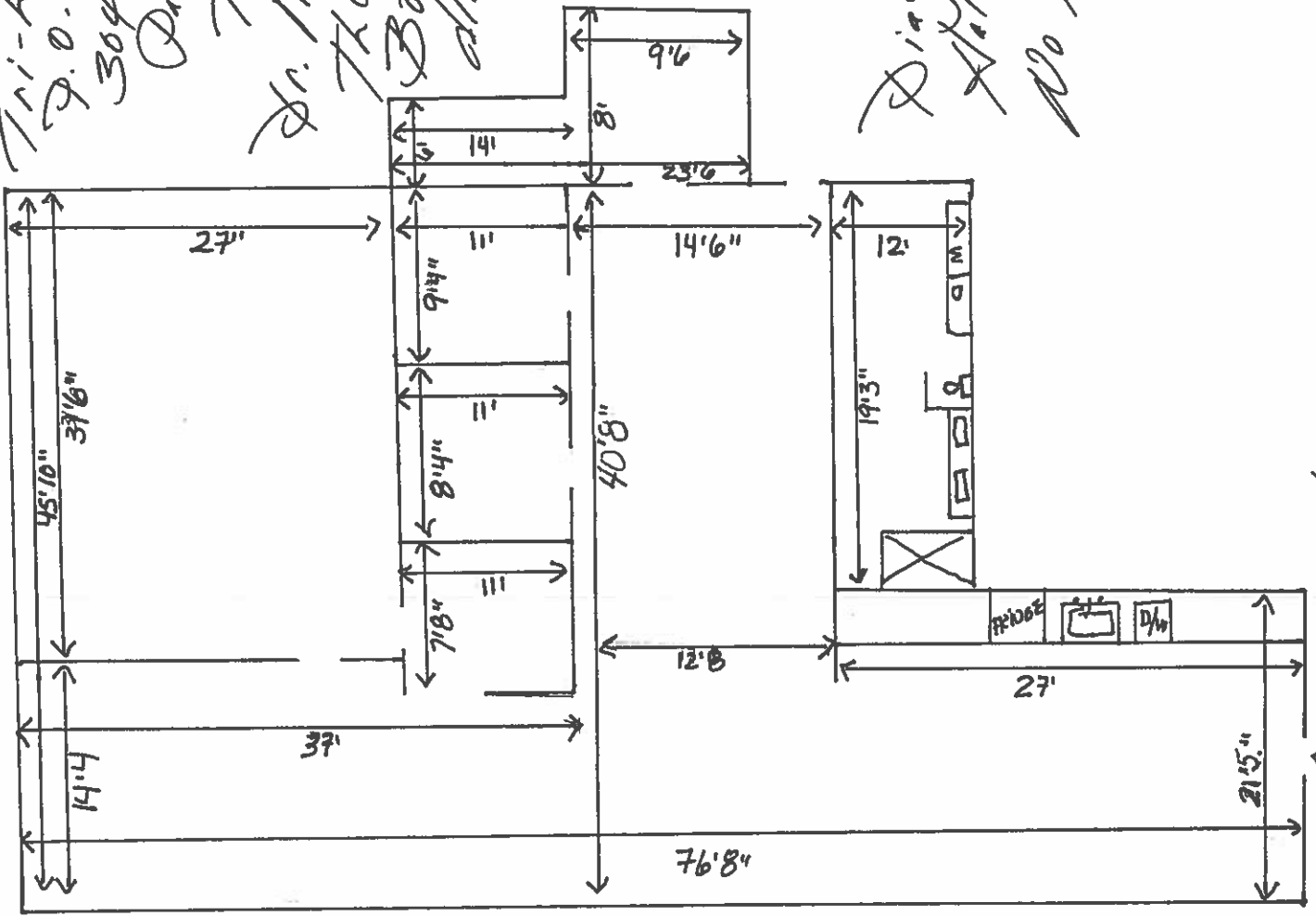


Diagram Shows Rear  
 Half of Building.  
 No Kitchen!

Entrance to Rear of Building

To: Town of Palmer Lakes  
Board of Trustees

Subject: Conditional Rezoning of the Tri Lakes Center for the Arts (TLCA)

As a member of the TLCA, and former Chairman of the Board of Directors, I would like to Thank You for your consideration of this Rezoning Request submitted by Dr Maddox, Executive Director of the TLCA. During the past three years, or so, the TLCA has undergone an extremely high level of financial stress due to the fact that we have not been able to conduct the Fund Raising Events necessary to pay even the minimum amount of the costs required to stay open. Such costs include things like Utilities, Salaries, and Insurance. The TLCA has survived solely due to the generosity of its Membership, the Executive Director's willingness to work without a regular paycheck, and the help of many volunteers.

During this time, Dr. and Mrs Maddox were required to vacate their rented home located on the grounds of Estemere because of the sale of the property by Mr. Ward. This move would have created serious financial problems for the Maddox family due to its cost and their lack of income because of the Pandemic. Their ability to move into a very small area of the TLCA building was truly a blessing to both the Maddox's and the TLCA.

Operation of a Non-Profit requires a great deal of Attention to both Events and the Day to Day details. The building is old and not necessarily in the highest state of repair for the Fine Arts which are regularly on display to the General Public. Therefore, when a problem arises it is best to have the person making the decisions on site so that the problem can be addressed before anything happens. It also will save the Art Center, and Dr & Mrs. Maddox, a considerable amount of out of pocket expense. This will allow the TLCA to continue serving the Palmer Lake Community in a positive manner.

Your positive consideration of the Rezoning Request will be a tremendous benefit to the Future of the Tri Lakes Center for the Arts and Town of Palmer Lake. Thank you so very much for your time!

With Deepest Regards,

Merrill Austin  
Past Chairman of The Board of Directors & Life Member

TO: Palmer Lake Board of Trustee  
TO: Palmer Lake Planning Department

RE: TLCA Conditional Use Rezoning

Regarding above rezoning, I wish to voice my support for the proposed Conditional Use Rezoning of the TLCA. This rezoning is to maintain its commercial status while allowing a residence in the property.

As a long-standing member of the TLCA's board of directors (10-plus years) I can attest to the hardship the nearly two years of the Center being closed due to the pandemic had on the management; and yet, the Center opened with new vigor and beautiful re-décor, all done by the Maddox family. This Center is an integral part of Palmer Lake with first-class concerts and first-rate local and national artists' art shows.

The residence specification will enable TLCA's management to reduce overhead and subsequent operations cost, add on-site building security, increase availability for operations and facilities matters, and be more responsive to the local and national artists and musicians performing at the Center.

Thank you for your time, your consideration and approval on this rezoning request.

---

Maggie Williamson  
Bella Art and Frame  
183 Washington Street  
Monument CO 80132  
Cell: 719-352-6779

Town of Palmer Lake

Board of Trustees

Re: Conditional Use Zoning for the Tri-Lakes Center for the Arts

I would like to express my enthusiastic support for the rezoning proposal for the Tri-Lakes Center of the Arts. Having on-site residence will add security and make the facility much more responsive to the needs of the artists and patrons.

Monument Vision Clinic and myself have been long-term supporters of TLCA, and this zoning request will certainly help keep this organization viable as an important part of the Tri-Lakes area and culture.

Thank you very much for your consideration in this matter.

Sincerely yours,

Frank Puckett, OD

---

To: Palmer Lake Board of Trustees

Re: Rezoning of Tri-Lakes Center for the Arts

I wish to take this opportunity to voice my support for the proposed Conditional Use Zoning for the Tri-Lakes Center for the Arts (TLCA). As you know, the zoning change would retain the facility's commercial use while allowing for a residence.

I was a long time Board member of the TLCA, a non-profit and integral part of the Tri-Lakes community that offers first class cultural and artistic entertainment. The TLCA was closed for nearly two years due to the pandemic. This created hardship on the TLCA management and in keeping the facility secure and in working order for re-opening.

The residence specification will enable the TLCA management to reduce overhead and subsequent operations cost, add on-site building security, increase availability for operations and facilities matters, and be more responsive to the local and national artists and musicians performing at the facility.

Thank you taking my support for the rezoning into consideration.

Dave Futey

138891

# AFFIDAVIT OF PUBLICATION

STATE OF COLORADO  
COUNTY OF EL PASO

**NOTICE OF PUBLIC HEARING  
TOWN OF PALMER LAKE**

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on April 20, 2022, at 5 PM at the Town Hall, 28 Valley Crescent, Palmer Lake, to consider a conditional use application for the rear portion of a commercial building to be utilized as lodging space, located at 304 Hwy 105 (zoned CC). A recommendation will be made to the Board of Trustees on the same matter, scheduled for April 28, 2022, 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  
Published in the Tri-Lakes Tribune March 30, 2022

I, Lorre Cosgrove, being first duly sworn, deposes and says that she is the Legal Sales Representative of The Tri Lakes Tribune, L.L.C., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of El Paso, and the State of Colorado, and which is called Tri Lakes Tribune; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper 1 time(s) to wit 03/30/2022

That said newspaper has been published continuously and uninterruptedly in said County of El Paso for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.



Lorre Cosgrove  
Sales Center Agent

Subscribed and sworn to me this 03/30/2022, at said City of Colorado Springs, El Paso County, Colorado.  
My commission expires March 30, 2022.



Sandra King  
Notary Public  
The Gazette

**SANDRA KING  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20184014369  
MY COMMISSION EXPIRES MARCH 30, 2022**

Document Authentication Number  
20184014369-842763