PLANNING COMMISSION MEETING (RESCHEDULED FROM MAY 21)

Tuesday, June 03, 2025 at 5:00 PM

Palmer Lake Town Hall – 28 Valley Crescent, Palmer Lake, Colorado

MINUTES

Call to Order. Commissioner Stephen called the meeting to order at 5:02 pm.

Roll Call. Present: Commissioners Andre Bergeron, Herb Tomitsch, Mike Beeson, Bill Fisher, Matt Stephen.

Pledge of Allegiance

Approval of Minutes

1. Minutes from April 16, 2025 Meeting. MOTION (Fisher, Beeson) to approve the minutes as presented. Motion passed 5-0.

2. Minutes from April 30, 2025 Special Meeting. MOTION (Fisher, Beeson) to approve the minutes as presented. Motion passed 5-0.

Public Hearing

3. Application for Annexation, Planned Development (PD) Zoning, Sketch Plan (Subdivision) for Proposed Buc-ees Development - *requested to continue the hearing until June 18th.* Administrator Collins explained the status of the application submittals for the Planned Development Plan, Subdivision Sketch Plan, and annexation. Commissioner Stephen opened the floor. Ms. Catherine McGuire inquired about the process and asked what authority the Commission has and who had the authority about lighting. Ms. Cyndee Henson requested that, if Buc-ee's is developed, water conservation be considered, such as re-use of water. She referenced the lighting demonstration presented to the Board also be presented to the Planning Commission. Commissioner Bergeron stated that members have not seen the application, but that lighting will be a concern. MOTION (Beeson, Fisher) to continue the hearing until June 18. Motion passed 5-0.

Commissioner Stephen explained that the Planning Commission is advisory to the Board of Trustees and has authority over the Community Master Plan, which is a guiding document, not law or town code. He stated the Commission will form a recommendation to the Board for a final decision.

Business Items

4. Sign Permit Application - Whistle Post, 400 County Line. Ms. Kara Knott, Pinnacle, represented the applicant for large letter signage for two buildings. She addressed questions from members about the letter size. It was agreed to confirm the dimensions presented. MOTION (Fisher, Beeson) to

approve the sign permit with confirmation of the dimensions presented for two buildings. Motion passed 5-0.

Commissioner Stephen took item 6 while waiting for the applicant for item 5.

6. Sign Permit Application - Rock House Ice Cream Candy and More, Hwy 105. Mr. Jeff Goldman, owner of Rock House, explained the replacement of the directional signs, reducing the number around the structure and making them consistent. Discussion took place about the sign code requirements. Collins stated that if directional signs were intended to be exempt, the Commission will want to review the code. It was stated that it could be considered repair. Commission members agreed to dismiss the application without action and will review the code at a later date.

5. Sign Permit Application - Lake and Lantern, 84 Hwy 105. Mr. Chris Garcia reviewed the design to replace the existing sign. He stated they may increase the size of the text "Café" and members agreed. MOTION (Beeson, Fisher) to approve the sign permit. Motion passed 5-0.

7. Application for Plat Amendment - E-Rock LLC. Mr. Nick Ehrhardt presented the plat amendment for E-Rock, which was to modify three lots – Lots 42, 43, 44 to Lots 3, 2, 1 – with adjusted lot lines to accommodate a public easement, correct a portion of right of way on the cul de sac and create a small tract of property to accommodate an old retaining wall for Lot 19 to be considered in the future. Collins stated that staff did not have any issues with the plat amendment. No other discussion took place. MOTION (Tomitsch, Bergeron) to approve the plat amendment as presented. Motion passed 5-0.

8. Review/Recommendation on Zoning Code Street Frontage Regulation. Mr. Bob Miner addressed the Commission about considering a reduction of the street frontage required for residential zoning. He referenced an example of an application before the Board of Adjustment where a variance was required because there was only 25 ft of frontage. Mr. Miner suggested reducing the frontage noting that several lots will not have 50 ft of frontage. Commissioner Fisher stated this involves flag lots as well. Commissioner Stephen stated that this topic will be discussed while the Commission is reviewing zoning code and notice of all amendments will be noticed to the public.

9. Review Calendar to Complete Land Use Code, Title 17. Collins reviewed the proposed calendar for review of the Articles. Discussion took place about tentative dates for the Commission to workshop forthcoming articles. It was agreed that final comments for Articles 1-4 may be returned prior to July 1.

Discussion also ensued about the upcoming Buc-ee's application for Planned Development Plan, Subdivision Sketch Plan and annexation. Collins will forward members links to code references and the Community Master Plan to prepare. She explained that town staff and consultants will prepare a summary of the applications.

Public Comment – none.

Next Meeting (6/18) and Future Items. Trustee Caves requested that members consider a minimal commercial space for mixed use. Discussion took place about viable square footage. It was agreed that the next review of draft Articles will be Mon., June 23.

Adjourn. MOTION (Fisher, Beeson) to adjourn at 6:28 pm. Motion passed.

Minutes by: Dawn A. Collins, Town Clerk