



KROB LAW OFFICE, LLC
Attorneys at Law

MEMORANDUM

To: Palmer Lake Planning Commission

From: Scotty P. Krob, Town Attorney

Date: June 17, 2025

Re: Recommendation to continue public hearing on Monument Ridge West, LLC's annexation and land use applications

As you know, a public hearing is scheduled for June 18, 2025, for the Palmer Lake Planning Commission to consider the planned development plan, subdivision sketch plan, and annexation applications submitted by Monument Ridge West, LLC to the Town of Palmer Lake.

There are number of elements to these applications that the Planning Commission is to consider and make a recommendation to the Palmer Lake Board of Trustees. Those include the zoning and proposed use of the property as well as the land use aspects of the annexation and a draft annexation agreement.

Although staff has been working diligently with the applicant, the required materials are simply not ready for the Planning Commission's review. For example, the Town Code requires that the Planning Commission receive and review the land use aspects of the annexation agreement between the Town and the applicant. If the annexation agreement is revised after it has been reviewed by the Planning Commission, then it must come back to the Commission for review of the amendments. In this instance, a proposed annexation agreement has not yet been drafted. Similarly, Town staff are working on several of the land use issues that need to be completed before the Commission's review takes place.

Accordingly, staff recommends that the Planning Commission take no action on the Monument Ridge West, LLC matter at its meeting on June 18, 2025, other than to continue it to the July 16, 2025, Planning Commission meeting beginning at 5:00 p.m. Please make a motion to continue it to that specific date and time to avoid the need to republish the notice. I have spoken with the attorney for the applicant, Sara Frear, and she has confirmed that the applicant has no objection

to and agrees with the proposed continuance. We have also advised interested parties who have contacted the Town that staff would be making this recommendation and anticipate that the Commission would take no action on June 18, 2025, other than to continue this matter to the July meeting date.

If you have any questions, feel free to give me a call.
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