



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

DATE: March 2025	ITEM NO.	SUBJECT: Explanation – Community Master Plan, Three Mile Plan, Planning Commission Authority
Presented by: Town Administrator /Clerk		

Background

This item is to clarify the action that took place at the February 3rd meeting relating to the 3 mile plan map, plan and the future land use map. The items considered and approved were the 3 mile plan MAP – removing one Douglas County resident from the 3 mile plan map, the date on the 3 mile plan to 2025 (no plan text was amended), and the future land use MAP within the Community Master Plan also showing the removal of the Douglas County resident. Note: This action took place due to the firm request from a Douglas County resident.

Minutes of 2/3 meeting here:

Chair Ihlenfeld outlined the review and recommendation process, explaining that a property off County Line Road, located in Douglas County, requested to be removed from the plan. He noted that the amendment includes the exclusion of one private property. Commissioner Zapalac requested clarification, confirming that this was the only proposed change. Staff reiterated that the amendment would apply to the Three-Mile Plan map and future land use map for the Community Master Plan, and referenced the maps provided on the tabletop. MOTION (Ihlenfeld, Zapalac) to recommend amending the Three-Mile Plan map to the Board of Trustees and approved the future land use map for the Community Master Plan. Motion passed 4-0.

There will be opportunity in the near future to review and modify other elements of the two plans – Community Master Plan and the Three Mile Plan, found here – <https://www.townofpalmerlake.com/bc-pc/page/master-plan-0>

Staff wanted the Commission to be complete with 7 members and allow new members to get up to speed.

Also included with this item is a brief review of the Planning Commission authority. Code found here - https://library.municode.com/co/palmer_lake/codes/code_of_ordinances?nodeId=COOR_TIT2ADPE_CH2.12PLCO

These items will be generally reviewed.