



## **PLANNING COMMISSION**

**Wednesday, May 17, 2023, at 5:00 PM**

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

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### **MINUTES**

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**Call to Order.** Vice Chair Fisher called the meeting to order at 5:00 pm.

**Roll Call.** Present: Commissioners Bill Fisher, Amy Hutson, Mark Bruce, Tim Caves, Susan Miner, Lindsey Zapalac. Excused: Charlie Ihlenfeld.

#### **Approval of Minutes**

1. Minutes from February 22, 2023, Meeting. MOTION (Hutson, Bruce) to approve the minutes from the February 22 meeting. Motion PASSED (6-0).

#### **Business Items**

2. Consider Recommendation to Extend Temporary Conditional Use, 773 Highway 105 (Diacut / Hayco) – The property owner, Bruno Furrer of Diacut, requested an extension for the temporary conditional use of the property on behalf of tenant Hayco for one year with the possibility of extending it three years. Due to multiple circumstances, the tenant is not able to move from the property. Hayco's general manager, Mr. Loren Burlage, was questioned about the lack of screening on the property and his plans to screen the area. Mr. Burlage stated he did not have a plan to address screening. Discussion took place about the ongoing repair/replacement of fence posts and screening due to previous high winds. Town Clerk, Dawn Collins informed the Commission members that other than a question of screening on the fence, there were no complaints on file. Commissioner Hutson asked about the screening requirements in the approved conditional use. Collins stated screening was not included, only that the conditional use was to come back before the commission if additional time was requested for use. For new Commissioners, Collins explained when a conditional use is needed. Commissioners expressed concern that a three-year extension would set a precedent for others. Mr. Roger Moseley encouraged the Commission to follow the Town's zoning and ordinances. MOTION (Hutson, Miner) to recommend to the Board of Trustees extending the Temporary Conditional Use for an additional twelve (12) months. Motion PASSED (6-0).
3. Review Status of the Draft Sign Code - Commissioner Fischer stated they were making progress and hoped to have a draft tonight during their workshop. There was discussion concerning a consistent look across all documents. Commissioner Caves requested CMI's presence at the meetings/workshops. Collins explained that funds are limited, and the consultant is being used on other projects. However, CMI could possibly be brought into

meetings virtually. Collins also reminded the members there are several sign permit applications pending to come before the Commission.

4. Update - Land Use Code Critical Issues & DOLA Funds – Collins updated the members on her meeting with Todd Leopold of DOLA. They are expecting to see the Energy Impact grant award within the next week. Once the funds are received, an RFP will be issued to rewrite the critical issues within the code. She continues to work with DOLA for additional funds for a full rewrite of the code. She anticipates continuing this project in 2024. Next steps would be a critical issues workshop, which would be consultant driven. Collins conveyed CMI's request for clarification from the last workshop - does the commission prefer to have Subdivision and Zoning as one code called Zoning Regulations or to keep them separate? Staff recommended combining to one section. The Commission members mostly agreed to combine into one section.

#### **Public Comment**

Mr. Roger Moseley stated he is sensitive to the Town's housing issues. He wants the Commission to plan not just approve. He is concerned about the change of the original RA zoning to a PUD where Recovery Village was established and the subdivision of the 13 acres. He objects to the Elephant Rock Villas coming in and not abiding by the original RA zoning of the property. He thinks it goes against the Master Plan.

**Next Meeting (June 21) and Future Items.** Discussion took place about informing the members of upcoming applications and it was agreed to provide them as submitted. No action is needed.

\*Upcoming Review of Application for Conditional Use (parcel 7105214001)

\*Upcoming Review of Application(s) to Vacate Town ROW (El Maro, Bijou) and Replat Lots

\*Upcoming Review of PUD and Master Plan Submittal (Elephant Rock Villas)

**Adjourn.** MOTION (Zapalac, Miner) to adjourn at 5:46 pm. Motion passed.

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Planning Commission Chair

ATTEST: Julia Stambaugh, Deputy Town Clerk