



June 1, 2026

RE: Expiration of Temporary Conditional Use Permit

Dear Mr. Burlage:

This letter serves as formal notice that the Temporary Conditional Use Permit granted pursuant to Resolution No. 37-2025 for the operation of Hayco's wholesale business, including outdoor storage, at 773 South Highway 105 expired on June 1, 2026.

As a condition of the one-year extension approved by the Board of Trustees on April 24, 2025, the permit holder was required to comply with several conditions, including:

- Strengthening the fencing posts and screening the front of the fence wrapped at the corners by May 31, 2025;
- Refraining from making any changes to the property, including lighting, signage, or permanent construction, without review by the Planning Commission; and
- Reporting progress toward obtaining an alternative property for the Hayco operation prior to the expiration of the permit on June 1, 2026.

The Town has determined that these conditions were not satisfied and that the permit holder failed to fully comply with the requirements established by Resolution No. 37-2025 and prior related resolutions.

Accordingly, the Temporary Conditional Use Permit has expired and is no longer valid. The Town hereby directs Hayco to discontinue all activities, operations, uses, and outdoor storage authorized solely under the Temporary Conditional Use Permit. Any continued use of the property that requires conditional use approval may constitute a violation of the Palmer Lake Municipal Code.

Failure to immediately cease operations authorized under the expired permit and to bring the property into compliance may result in enforcement action by the Town, including the issuance of citations, municipal court proceedings, fines, and any other remedies available under applicable law.

The Town requests written confirmation within ten (10) days of receipt of this letter outlining the steps being taken to discontinue the permitted use and bring the property into compliance.

Should you have any questions regarding this notice, please contact the Town Administrator's Office.

Professionally,

Erica N. Romero, CMC
Town Clerk
Town of Palmer Lake

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