



PLANNING COMMISSION - RESCHEDULED FROM 1/15

Monday, February 03, 2025 at 5:00 PM

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

MINUTES

Call to Order – Chair Ihlenfeld called the meeting to order at 5:06pm.

Roll Call - Commission members present: Chair Charlie Ihlenfeld, Bill Fisher, Mark Bruce, Lindsey Zapalac. Others: Trustee Tim Caves.

Approval of Minutes

1. Minutes from November 20, 2024, Meeting. MOTION (Zapalac, Fisher) to approve the minutes. Motion passed 4-0.
2. Minutes from December 4, 2024, Special Meeting. MOTION (Fisher, Bruce) to approve the minutes. Motion passed 4-0.

Public Hearing - Chair Ihlenfeld reviewed rules for public hearing.

3. Application for Minor Resubdivision/Replat - Largo Terrace, 201 Poco Ave (Beltran) - *requested to continue until March meeting* - Chair Ihlenfeld asked for any public comment regarding this item. No person spoke. MOTION (Zapalac, Bruce) to continue to March. Motion passed 4-0.

Business Items

4. Application for Sign Permit - Back Corner Building/Timberwood Investments (650 County Line). Mr. Augustine DeSantis, representing Sign Shop Unlimited, presented the request on behalf of the applicant. He explained that while multiple buildings in the area have signage, one in the back corner does not, causing confusion for customers, delivery drivers, and visitors. This has led to disruptions for neighboring businesses as people mistakenly enter their locations seeking assistance in finding the intended business. Chairman Ihlenfeld requested clarification on the sign's placement, and Mr. DeSantis confirmed it would be positioned 10-15 feet from the mailbox and 1-2 ft from the curb on the property. Commissioner Zapalac inquired whether other businesses in the multi-tenant building had signage, which was confirmed. She noted the request met requirements and had no further questions. With no additional discussion, MOTION (Zapalac, Bruce) to approve the sign permit. Motion passed 4-0.
5. Review and Consider Recommendation on Applications for Appointment to Planning Commission. Two applicants were in attendance and invited to speak about their interest in serving on the Planning Commission. Mr. Herb Tomitsch addressed the members, highlighting his professional experience as a police officer and his long-term residency in Palmer Lake, spanning over 27 years. Commissioner Bruce asked Mr. Tomitsch for his perspective on responsible growth. Mr. Tomitsch stated he believes it is what

fits in the culture of the town which also benefits financially and economically. He mentioned he understands growth will happen but it's important to manage it and not detract. He offered his background in construction and expressed his appreciation and interest in serving the Town of Palmer Lake and hoped to have the opportunity to be considered for recommendation to the Board of Trustees. Mr. Matt Stephen, a Palmer Lake resident of approximately 24 years, expressed his interest in serving on the Planning Commission. He previously served on the Palmer Lake Parks Commission and contributed to the development of the Parks Master Plan. In addition to his involvement in town events, he has been an active participant in Board of Trustees and Planning Commission meetings, staying informed on town issues. He emphasized his belief that Palmer Lake continues to face challenges related to growth and maintaining its small-town character and expressed his desire to contribute to find balanced solutions. He stated he can make the commitment of time to fulfill the requirements of serving with the Commission. Commissioner Bruce mentioned he appreciates Mr. Stephen's good questions. Members reviewed the additional applications received; however, the applicants were not present. It was agreed to determine if the applicants remain interested, to consider at the next meeting. Staff will follow up with the applicants. Chair Ihlenfeld recommended forwarding a recommendation to the Board of Trustees for the two applicants who were present. It was also discussed that Commissioner Bruce will be stepping down. Ms Glant Havenar spoke as a citizen to voice her recommendation for the applicants. MOTION (Ihlenfeld, Fisher) to recommend the Board of Trustees appoint Matt Stephen. Motion passed 4-0. MOTION (Bruce, Zapalac) to recommend the Board appoint Herb Tomitsch. Motion passed 4-0.

6. Nominate/Vote on Commission Chair – MOTION (Zapalac, Fisher) to nominate Charlie Ihlenfeld to continue serving as Chairman of the Planning Commission. Commissioner Ihlenfeld accepted. Motion passed 4-0.

7. Nominate/Vote on Commission Vice Chair – MOTION (Fisher, Bruce) to nominate Lindsey Zapalac as Vice Chair. Commissioner Zapalac accepted. Motion passed 4-0.

8. Recommendation to Amend Three-Mile Plan Map, Text, and Future Land Use Map for Community Master Plan – Members discussed the recommendation to amend the Three-Mile Plan map. 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.

Public Comment – Mr. Matt Stephen clarified that the update of the three-mile plan was simply the maps in the community master plan. Mr. Brandon Hamschin spoke about the importance of sustainable growth and how to manage it effectively. He also discussed the potential for development incentives, explaining how incentives could encourage projects and attract people. He shared his personal experience with the challenge of developing a roadway for access to his property. Commissioner Zapalac gave some feedback regarding community master planning. Ms Glant Havenar mentioned information she had pertaining to the property.

Next Meeting (2/19) and Future Items – review recommendations of planning commission applicants

Adjourn – Chair Ihlenfeld adjourned the meeting at 6:05 pm.

Minutes by: Erica Romero, Deputy Town Clerk