



PLANNING COMMISSION

Wednesday, September 15, 2021 at 6:00 PM
Palmer Lake Elementary School Library, Upper Glenway

MINUTES

Planning Commission members present

Chairman Dave Cooper	Commissioner Charles Ihlenfeld
Commissioner Bill Fisher	Commissioner Vic Brown (Excused)
Commissioner Amy Hutson (Excused)	Commissioner Mark Bruce
Commissioner Shana Ball	

Call to Order

Chairman Cooper called the meeting to order at 6:02 PM.

Roll Call

Vic Brown & Amy Hutson excused.

Approval of Minutes from August 18, 2021

1. Motion (Ball, Bruce) to approve the minutes. Motion PASSED.

Public Hearing

2. Minor Subdivision for 32 Pineview St (Trowbridge).
Mr. Greg Trowbridge explained the request to subdivide the property was to accommodate their aging parents. The staff worked with the Trowbridges towards a solution and found no issues with subdividing the property. MOTION (Ball, Bruce) to approve subdivision 32 Pineview St. as presented. Motion PASSED (5-0).
3. Conditional Use Application – 11 Hwy 105.
Craig and Anna Barragry recently purchased 11 Hwy 105. The owners submitted a letter of intent to convert the property to a residential duplex stating both sides are to be used for permanent residential and/or short-term rental. The property is under a conditional use in a mixed-use zone. The shed on the property will be removed. Four to five parking spaces will be along the front of the property. There are no exterior changes planned for the structure. There was

discussion of permanent residency verses short-term rentals and a concern for loss of commercial space. Susan Miner discussed the Master/Comp Plan and the broad plan to have a mix of both commercial and residential in the area. MOTION (Ball, Fisher) to approve the conditional use converting the commercial space at 11 Hwy 105 to a residential duplex with short-term and long-term rental units, and that the exterior be maintained in accordance with the Master/Comp Plan's streetscape design, to include screening of the dumpster area. Motion PASSED (4-1).

Business Items

4. Update of RFP to Hire Consultant to Complete the Master/Comp Plan.


The RFP language was revised and sent to staff for review. Dawn Collins talk about the RFP dates. Starting September 20, it will be posted on the Town's website, with CML, the Monument Tribune Newspaper, and on social media. The timeline for the applications was discussed, along with the creation of the advisory team. The Master/Comp Plan survey was distributed to staff, and they can contact Susan Miner with any questions.

Next Meeting (October 20) and Future Items**Adjourn**

MOTION (Ball, Bruce) to adjourn at 7:13 PM. Motion PASSED.



David Cooper, Chair



ATTEST: Julia Stambaugh, Deputy Town Clerk