



PLANNING COMMISSION

Wednesday, February 21, 2024 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 5:02 pm.

Roll Call. Present: Commission members Lindsay Zapalac, Susan Miner, Tim Caves, Mark Bruce, Bill Fisher, Charlie Ihlenfeld. Excused: Amy Hutson.

Approval of Minutes

1. Minutes from January 17, 2024 Meeting. MOTION (Caves, Bruce) to approve the minutes. Motion passed 6-0.

Public Hearing

2. Conditional Use Application for Multi-Family Use in C1 Zone - Albright/Tedeschi. Commissioner Bill Fisher recused himself from this item and left the meeting. Ms. Rebecca Albright and Mr. Phil Tedeschi presented their request for a conditional use permit for multi-family housing in a C1 zone. Ms. Albright provided background on the property and explained the approved offer to purchase the triangular parcel that is currently owned by the Town to become part of the proposed development. The concept of a pocket neighborhood was described, comprised of smaller homes clustered together with common open space. Ms. Albright presented concepts for possibly five duplex and other single-family units up to 11, including an HOA, trail access, and a good transition to the industrial area. Discussion of attainable housing and utilities took place. Ms. Albright requested the conditional use permit for multi-family housing; share the cost of developing Spruce Rd with the town; and one tap for each duplex building. Chair Ihlenfeld opened the floor for public comment.

Mr. Roger Moseley stated it is a wonderful concept. Chair Ihlenfeld closed the hearing.

5. Consider Recommendation on Conditional Use of Multi-Family Use in C1 Zone - Albright/Tedeschi. Commissioner Zapalac inquired about the estimated square footage and Ms. Albright responded approximately 1200 sq ft per unit, two-story, and she explained limitations due to septic systems. Discussion ensued about sale prices, private maintenance, septic regulations, future right of way vacation. Commissioner Caves expressed concern about sharing costs for the roadway development. Commissioner Ihlenfeld expressed concern about single tap for duplex units. Ms. Albright suggested that if the town wants attainable housing options, alternatives for tap fees must be considered. Collins stated the conditional use for multi-family use is before the Commission and that water and roadway development will come at a future step. MOTION (Caves, Miner) to recommend approval of the conditional use for multi-family in a C1 zone. Motion passed 5-0 with 1 abstain (Fisher).

Business Items

3. Consider Chair for Planning Commission. MOTION (Miner, Zapalac) to retain Charlie Ihlenfeld as Chair. Motion passed 6-0.
 4. Consider Vice Chair for Planning Commission. MOTION (Bruce, Miner) to retain Bill Fisher as Vice Chair. Motion passed 6-0.
 6. Sign Permit Application - Monumental Med Spa. Ms. Trina Shook presented her signs for Monumental Med Spa, previously installed on the building and door and explained the additional roadway sign at the back of the mailbox. Discussion took place among members about sign allocation, visibility from Hwy 105, and public art. MOTION (Caves, Miner) to approve the signs as presented. Motion passed 6-0.
 7. Sign Permit Application - Dead Flowers LLC. Mr. Dino Salvatori provided background on the building maintenance and reviewed the signs installed. He described the requirements for the door coverings to keep the public from viewing inside the building and covering with his logo. Discussion took place about overall size of square footage of signs to the building. Commissioner Miner stated that the regulations for door coverage by another agency play a part in the allocation. MOTION (Caves, Zapalac) to approve the signs as presented. It was agreed that the banner flags at the entrance will be removed. Motion passed 6-0.
 8. Sign Permit Application - Mountain Paws Grooming. This item is forwarded to the next meeting.
 9. Sign Permit Application - SecurCare Self Storage, 2525 Peakview Blvd. Ms. Kara Knott presented the storage and office signs. MOTION (Miner, Caves) to approve the signs as presented and to remove the current banners. Motion passed 6-0.
 10. Sign Permit Application - Alpine Essentials. Ms. Brenda Woodward reviewed the previously approved signs with members and the new directional sign for the side of the building. It was also agreed to remove the flag banners. MOTION (Zapalac, Bruce) to approve the additional sign. Motion passed 6-0.
 11. Request for a Sign Deviation - Alpine Essentials. Ms. Brenda Quinones of Alpine Essentials handed out a packet to members. Background was provided about the difficulty to find and see the location from Hwy 105. A deviation from the sign code is requested to place an approximate 4x5 ft directional sign on a few locations - town right of way either prior to approaching Circle roadway, the town right of way in front of Fletchers, or the opposite side of Hwy 105 on private property. Commissioner Miner offered feedback on the colors to contrast and align with their current signs. It was agreed that directional signage is needed and should come back to the Commission with a final design. Discussion took place about way finding signs. MOTION (Fisher, Zapalac) for long term consideration of a way finding sign system and, in the short term, allow one two-sided directional sign, [versus advertising](#), with a design coming back for review and the Board of Trustees determine the location on town right of way. Motion passed 6-0. Ms. Woodward suggested that the members consider allowing flag banners downtown to identify when restaurants are open.
- Mr. Matt Stephen requested clarification of the motion and suggested that a requested deviation from the sign code should show a hardship. He stated that the business moved into a residential neighborhood knowing it is set back from Hwy 105.

12. Distribute Adopted Public Comment Policy for Town Meetings. Collins noted the policy adopted by the Board of Trustees for town meetings.

Collins distributed a memorandum from Community Matters describing land use code modifications that will be added to the next agenda as an update.

Public Comment

Mr. Roger Moseley commented on numerous items - the rezoning of the Ben Lomand property, the ordinance language that is on the Board of Trustees agenda, and further commented that land use is required in the 3-mile plan, noting that the Commission should proceed with a review and revision. He proposed that there should be a park area identified with the Ben Lomand plans.

Next Meeting (3/20) and Future Items

Adjourn. MOTION (Bruce, Miner) to adjourn at 7:03 pm. Motion passed.

Minutes by: Dawn A. Collins, Town Clerk