



PLANNING COMMISSION

Wednesday, February 19, 2025 at 5:00 PM

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

LIVE STREAM available on Town website

AGENDA

This agenda is subject to revision 24 hours prior to commencement of the meeting.

Call to Order

Roll Call

Approval of Minutes

1. Minutes from February 3, 2025 Meeting

Public Hearing – Chair will introduce the item and hear the applicant request. Chair will ask if any public member wishes to speak for or against the request. Public should address the Commission members directly while members listen. Applicant may provide closing remarks and members may ask questions of the applicant. Chair will close the hearing and members will discuss the item, move a recommendation, and/or continue the hearing to a particular date.

2. Application for Resubdivision/Replat of Tudor Manor Crossing (Willan)

Business Items

3. Recommendation of Resubdivision/Replat Application, Tudor Manor Crossing
4. Review/Recommendation of Applicants for Appointment to Planning Commission

Public Comment - This time is reserved for the public to speak to items not on the agenda. Individuals must state name and limit comments to (3) minutes unless extended.

Next Meeting (3/19) and Future Items

Adjourn

Americans with Disabilities Act

Reasonable accommodations for persons with a disability will be made upon request. Please notify the Town of Palmer Lake (at 719-481-2953) at least 48 hours in advance. The Town of Palmer Lake will make every effort to accommodate the needs of the public.

Notice

Notice is hereby given that more than two members of the Board of Trustees may be present; however, there will be no action taken by the Board of Trustees at this meeting.



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

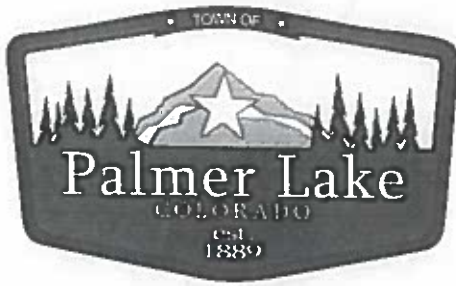
Adjourn – Chair Ihlenfeld adjourned the meeting at 6:05 pm.

Minutes by: Erica Romero, Deputy Town Clerk

NOTICE OF PUBLIC HEARING

TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on Wednesday, February 19, 2025, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider an application for minor resubdivision/replat of lots 1, 2, and 3 of Tudor Manor Crossing, located at 707 and 711 Sunridge and 680 Eisenhower, Palmer Lake. A recommendation will be made to the Board of Trustees on the same matter scheduled to be heard on Thursday, February 27 at 6 PM. A copy of the complete application is on file at the Town Clerk office, at 719-481-2953. /s/ Dawn A. Collins, Town Clerk



Engr. - quick comp. reit
 Item 2.
 ONP

TOWN OFFICE USE ONLY
 Date Received: 10-2-2024 By: LC
 Fee: \$ 1000- Pmt Type: _____
 Property #: _____

LAND USE REGULATIONS/DEVELOPMENT APPLICATION

2/19 PC
 2/2

TYPE OF SUBMITTAL (CHECK ALL THAT APPLY)	
Certificate of zoning compliance (17.12.060)	Minor Subdivision (Attach Minor Subdivision Application - 16.36.020) <u>X re subd.</u>
Annexation (CRS 31-12-101 et seq.)	Resubdivision (Attach Subdivision Application- 16.64.010)
Zoning Change (Ordinance required-Attach Rezoning or Map/Text amendment Application)	Conditional Use Permit (Attach application-17.100.010)
Planned Unit Development (Attach PUD Plan 17.72.100 or PUD Final Development Plan Application 17.72.110)	Variance from Zoning Regulations (Attach Variance Application- 17.64.160)
Site Plan Review (Attach Site Plan Application-17.12.070)	Sign Permit (Attach Sign Application-17.76.040)
Subdivision Master Plan (16.16.010)	Grading and Erosion Control Plan (Attach application-17.68.080)
Major Subdivision Preliminary Plat (Attach Major Subdivision Application- 16.20.010)	Hillside Overlay District (Attach application-17.68.110)
Major Subdivision Final Plat (Attach Major Subdivision Application-16.028.010)	Floodplain Development Permit (Attach application-17.64.130)

Please submit the following with this application:

Attach Vicinity Map

Attach County Assessor Parcel Information showing property & lot lines (<https://assessor.elpasoco.com>)

Property Address: 711 & 707 SUNRIDGE CRL. 680 EISENHOWER
 Applicant Name: RICHARD WILLIAMS Phone: 719 648 1419
 Email: RICHARD@REGALCONSTRUCTIONCO.COM
 Mailing Address: P.O Box 246
 City: PALMER LAKE State: CO Zip: 80133
 Owner(s) of Record Name (if different from above): LARRY DEEDER, FRANK VALASQUEZ
 Email: SAME AS ABOVE
 Mailing Address: _____ Phone: _____
 City: _____ State: _____ Zip: _____

APPLICANT SIGNATURE - I certify the information & exhibits I submitted are true & correct to the best of my knowledge. In filing this form, I am acting with the knowledge & consent of the property owners. I understand that all materials & fees required by the Town must be submitted prior to having this application processed. Form may be signed electronically by typing your name in the Signature field or manually printing & signing.

OWNER CERTIFICATION - I certify that I am the lawful owner of the parcel(s) of land or mineral interests which this application concerns and consent to this action.

[Signature]
 Applicant Signature Date: 9/4/2024

[Signature]
 Owner Signature Date: 9/4/2024

NTS
 SCHEDULED LAND
 PLATTED LAND TO
 BE AS SHOWN
 OF LAND
 SUBDIVISION
 BY
 Bill W.A. Baker
 10/1/03

used this document
 signed before me
 P. M. M. M. M.
 NOTARY PUBLIC

This plat No easements
 or commitment.

Planning Commission

Planning Commission

Trustees of the
 2003
 Palmer Lake

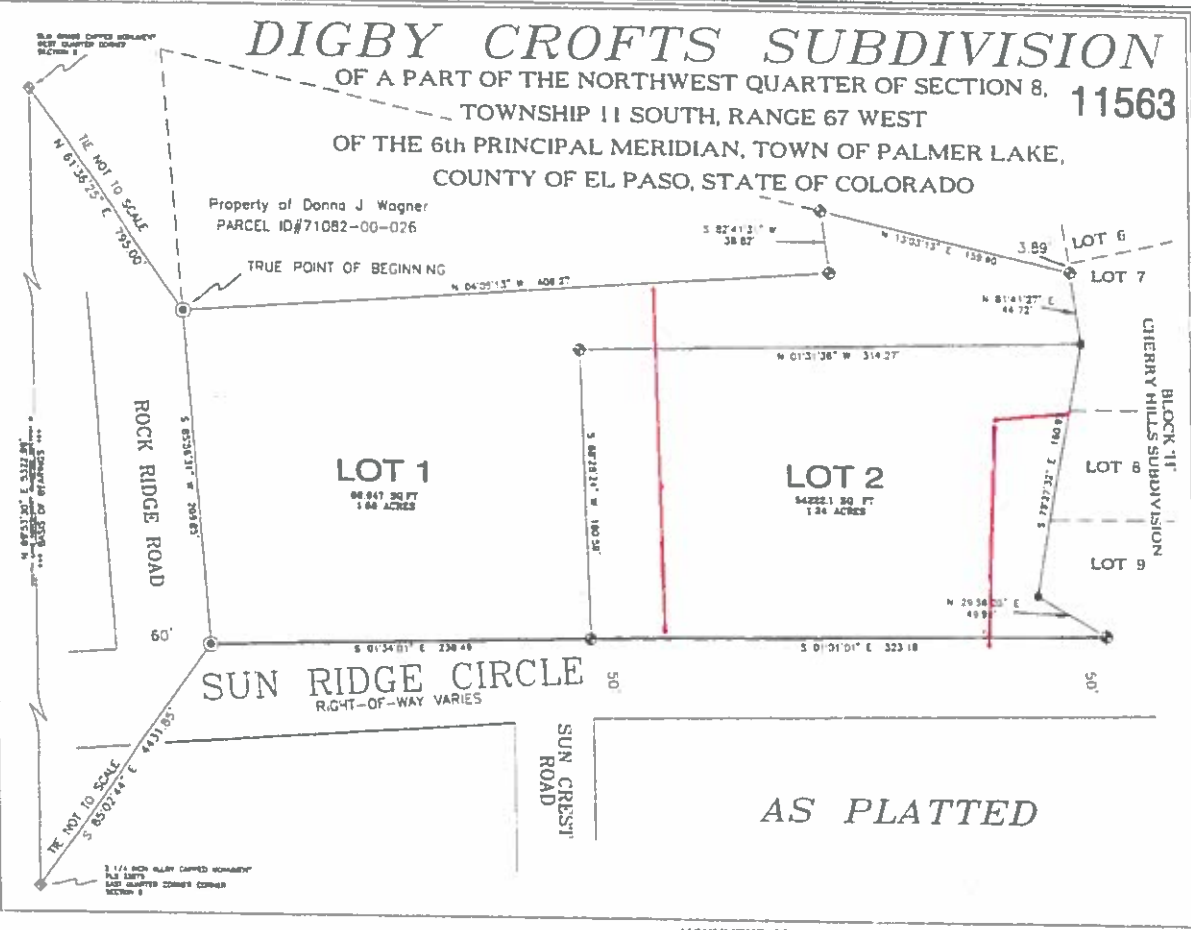
Not title insurance
 - ARADO SPRINGS
 - 2002
 - this
 - 10-2001 to

of adjacent
 records of record

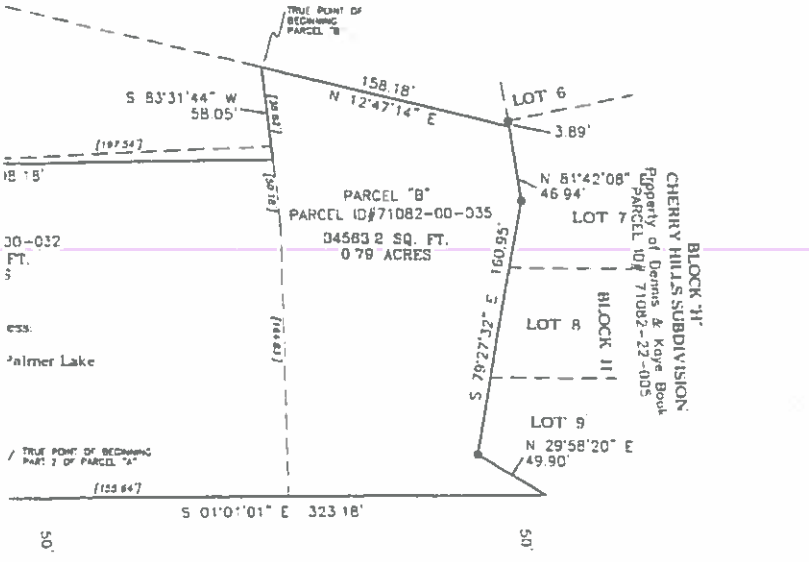
shows any
 monument or
 or pursuant to
 taken
 not be used
 that for which
 unless other

ness in parenthesis
 - 11/12, Page 1056

shows on
 facts of the
 survey, and does
 not of implied
 reference any
 or within
 in to
 this survey be
 of certification



AS PLATTED



- MONUMENT LEGEND**
- FOUND 3/8th INCH STEEL PIN (NO CAP)
 - ⊠ FOUND 1/2 INCH STEEL PIN W/ MANGLED CAP (UNREADABLE)
 - ⊙ FOUND 7/8th INCH DD PIPE (MONUMENT SET BY PLS 3683)
 - ⊕ FOUND PUBLIC LAND SURVEY MONUMENT (AS NOTED)
 - ⊗ SET 3/8 INCH X 18 INCH STEEL BAR W/ PLASTIC CAP MARKED PLS #23875

SURVEYOR'S CERTIFICATION
 I, Bill W.A. Baker, a duly registered Professional Land Surveyor in the State of Colorado do by these presents certify that the plat of DIGBY CROFTS SUBDIVISION was prepared from a survey made by me on the ground and that said plat accurately depicts said survey to the best of my knowledge, information and belief. Said plat is in conformance with Title 38 of the Colorado Revised Statutes, as amended.

Bill W.A. Baker
 Bill W.A. Baker PLS #23875

COUNTY CLERK AND RECORDER:
 STATE OF COLORADO
 COUNTY OF EL PASO SS
 I hereby certify that this instrument was filed for record in my office at 2:28 PM, this 16th day of October, 2003, and is duly recorded in plat book _____ at page _____ of the records of El Paso County, Colorado.

Reception Number 203244313
 Fee \$ 10.00
 By Deputy *Robert C. Balne* Clerk and Recorder

CORNERSTONE BOUNDARY CONSULTANTS
 PROFESSIONAL LAND SURVEYORS
 Monument, Colorado 80122
 219-881-9289

DIGBY CROFTS SUBDIVISION
 OF A PART OF THE NORTHWEST QUARTER OF SECTION 8,
 TOWNSHIP 11 SOUTH, RANGE 67 WEST
 OF THE 6th PRINCIPAL MERIDIAN, TOWN OF PALMER LAKE,
 COUNTY OF EL PASO, STATE OF COLORADO



BOUNDARY
 MONUMENTS
 TOPOGRAPHY
 EASEMENT LOCATION
 RIGHT-OF-WAY

JOB NO. 27536	SCALE 1 INCH = 20 FEET	REVISIONS
DATE 10/16/03		

NEW LOT LINES

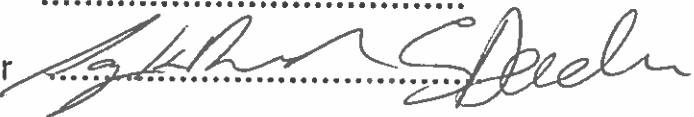
Request for new Lot Lines

This is a request for new lot lines on the plans enclosed with this letter .

Thank you :

Frank and Nancy Valasquez 

Lindsay and Richard Willan

Larry and Samantha Deeder 

Item 2.

When recorded, return to:
Primary Residential Mortgage, Inc. c/o First American
Attn: Final Docs
1795 International Way
Idaho Falls, ID 83402
800-748-4424

Title Order No.: 1649170

LOAN #: 301019999

[Space Above This Line For Recording Data]

DEED OF TRUST

CASE #: 39-39-6-1426443

MIN 1001464-6000870953-6

MERS PHONE #: 1-888-679-6377

DEFINITIONS

Words used in multiple sections of this document are defined below and other words are defined in Sections 3, 11, 13, 18, 20 and 21. Certain rules regarding the usage of words used in this document are also provided in Section 16.

(A) "Security Instrument" means this document, which is dated May 16, 2022, together with all Riders to this document.

(B) "Borrower" is LARRY KERMIT DEEDER AND SAMANTHA JANE DEEDER, JOINT TENANTS.

whose address is 707 Sun Ridge Circle, Palmer Lake, CO 80133.

Borrower is the trustor under this Security Instrument.
(C) "Lender" is Primary Residential Mortgage, Inc..

Lender is a Licensed Lender, organized and existing under the laws of Nevada.
Lender's address is 1480 North 2200 West, Salt Lake City, UT 84116.


(D) "Trustee" is the Public Trustee of El Paso County, Colorado.
(E) "MERS" is Mortgage Electronic Registration Systems, Inc. MERS is a separate corporation that is acting solely as a nominee for Lender and Lender's successors and assigns. MERS is the beneficiary under this Security Instrument. MERS is organized and existing under the laws of Delaware, and has an address and telephone number of P.O. Box 2026, Flint, MI 48501-2026, tel. (888) 679-MERS.
(F) "Note" means the promissory note signed by Borrower and dated May 16, 2022. The Note states that Borrower owes Lender FIVE HUNDRED SEVENTY SIX THOUSAND FIVE HUNDRED AND NO/100**** Dollars (U.S. \$576,500.00) plus interest. Borrower has promised to pay this debt in regular Periodic Payments and to pay the debt in full no later than June 1, 2052.
(G) "Property" means the property that is described below under the heading "Transfer of Rights in the Property."
(H) "Loan" means the debt evidenced by the Note, plus interest, any prepayment charges and late charges due under the Note, and all sums due under this Security Instrument, plus interest.



1649170

From: Frank Velasquez frank.velasquez@gmail.com
Date: Sep 25, 2024 at 12:41:43 PM
To: Richard Willan
richard@regalconstructionco.com

Cruck Broerman
12/28/2022 11:48:51 AM
Doc \$0.00 1
Rec \$13.00 Page

El Paso County, CO

222153124

WHEN RECORDED RETURN TO:

NANCY VELASQUEZ
P.O. Box 81
PALMER LAKE CO 80133 QUITCLAIM DEED


THIS DEED, made this 28 day of DECEMBER, 2022 between FRANK VELASQUEZ
S. NANCY REEVE ("Grantor"), of the County of EL PASO and State of
COLORADO and FRANK VELASQUEZ & NANCY VELASQUEZ ("Grantee")
whose legal address is P.O. BOX 81 PALMER LAKE CO 80133;

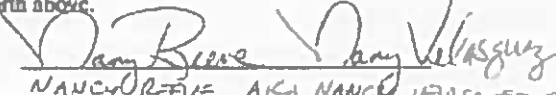
WITNESS, that the Grantor, for and in consideration of Ten (\$10.00) Dollars and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, has remised, released, sold and QUITCLAIMED and by these presents does remise, release, sell and QUITCLAIM unto the Grantee, and the Grantee's heirs and assigns forever, as "JOINT TENANCY", all of the right, title interest, claim and demand that the Grantor has in and to the real property, together with the fixtures and improvements located thereon, if any, situate, lying and being in the County of EL PASO and State of Colorado, described as follows: LOTS 8 & 9 BLOCK H
CHERRY HILLS PALMER LAKE

Also Known As: 6811 EISENHOWER DRIVE PALMER LAKE CO 80133

TO HAVE AND TO HOLD the same, together with all and singular the appurtenances and privileges thereunto belonging, or in anywise thereunto appertaining, and all the estate, right, title, interest and claim, whatsoever, of the Grantor, either in law or in equity, to the only proper use, benefit and behalf of the Grantee, and the Grantee's heirs and assigns forever.

EXECUTED AND DELIVERED on the date set forth above.


FRANK VELASQUEZ


NANCY REEVE AKA NANCY VELASQUEZ

STATE OF: COLORADO
COUNTY OF: EL PASO ss.

The foregoing instrument was acknowledged before me on 12/28/2022 by
Frank Velasquez and Nancy Reeve AKA Nancy Velasquez

Witness my hand and official seal.
My commission expires:
7/27/2023


Notary Public

JANUARY A. HANKEN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20034020083
MY COMMISSION EXPIRES JULY 27 2023

QUITCLAIM DEED

THIS DEED is dated 20th MAY, 2009, and is made between

LINDSAY RAY

(whether one, or more than one), the "Grantor," of the * CITY AND County of EL PASO and State of COLORADO and

LINDSAY A WILLAN

(whether one, or more than one), the "Grantee," whose legal address is

711 SUNRIDGE CRL, PALMIER LAKE

of the CITY AND County of EL PASO and State of COLORADO

WITNESS, that the Grantor, for and in consideration of the sum of ONE DOLLARS, (\$ 1.),

the receipt and sufficiency of which is hereby acknowledged, does hereby remise, release, sell and QUITCLAIM unto the Grantee and the Grantee's heirs and assigns, forever, all the right, title, interest, claim and demand which the Grantor has in and to the real property, together with any improvements thereon, located in the CITY AND County of EL PASO and State of Colorado, described as follows:

THAT PT OF LOT 2 DIGBY CROFTS SUB LY
W/IN TR CONV BY REC # 203079063

SCH/PARC: # 71082-22-01²¹/₂

also known by street address as:
and assessor's schedule or parcel number:

TO HAVE AND TO HOLD the same, together with all and singular the appurtenances and privileges thereunto belonging, or in anywise thereunto appertaining, and all the estate, right, title, interest and claim whatsoever of the Grantor, either in law or equity, to the only proper use, benefit and behoof of the Grantee, and the Grantee's heirs and assigns, forever.

IN WITNESS WHEREOF, the Grantor has executed this deed on the date set forth above.

x [Signature]



resubd.

Minor Subdivision Checklist

form date: May 29, 2024

Notes:

- Town staff will strive to review the submitted application for completeness within ten (10) days of receipt. Once an application is deemed complete, required payment of fees are received, and cost reimbursement agreement is signed, the application will be forwarded to appropriate staff and referral agencies.
- Land use applications fees can be found on the Town website - see adopted Master Fee Schedule.
- For submittal and drawing items listed below, see code section 16.20.110(a) for more information.
- On this checklist, check off items included in the application and shown on the drawings.

SUBMITTAL REQUIREMENTS	
<input type="checkbox"/>	Number of paper copies to be determined
<input type="checkbox"/>	Digital copy (PDF) of all submittal items
<input checked="" type="checkbox"/>	Land Use application form, completed & signed
<input type="checkbox"/>	This checklist – check off all items submitted and drawing requirements that have been met
<input type="checkbox"/>	Application fee
<input type="checkbox"/>	Cost reimbursement agreement
<input type="checkbox"/>	30-day requirement signed waiver
<input type="checkbox"/>	Title commitment
<input type="checkbox"/>	Mineral rights affidavit ?
<input type="checkbox"/>	Minor subdivision plat (see Drawing Requirements below)
<input type="checkbox"/>	Site development plan
<input type="checkbox"/>	Project narrative

DRAWING REQUIREMENTS (continued)	
<input checked="" type="checkbox"/>	- Designer(s)
<input checked="" type="checkbox"/>	- Engineer(s)
<input checked="" type="checkbox"/>	- Surveyor(s)
<input type="checkbox"/>	Bearings, distances, and curve information for the perimeter and all lots, blocks, ROW's, and easements
<input type="checkbox"/>	Excepted parcels note
<input checked="" type="checkbox"/>	Lot and block numbers
<input checked="" type="checkbox"/>	Existing and proposed ROW
<input checked="" type="checkbox"/>	Existing and proposed street names
<input checked="" type="checkbox"/>	Existing and proposed easements
<input checked="" type="checkbox"/>	Location and description of monuments
<input checked="" type="checkbox"/>	Floodplain boundary
Signature and certification blocks for:	
<input type="checkbox"/>	- Registered land surveyor
<input type="checkbox"/>	- Owners and mortgagees
<input type="checkbox"/>	- PC, BOT, Town Clerk, County Clerk & Recorder
<input type="checkbox"/>	- Utility providers
<input type="checkbox"/>	- Ownership and dedications

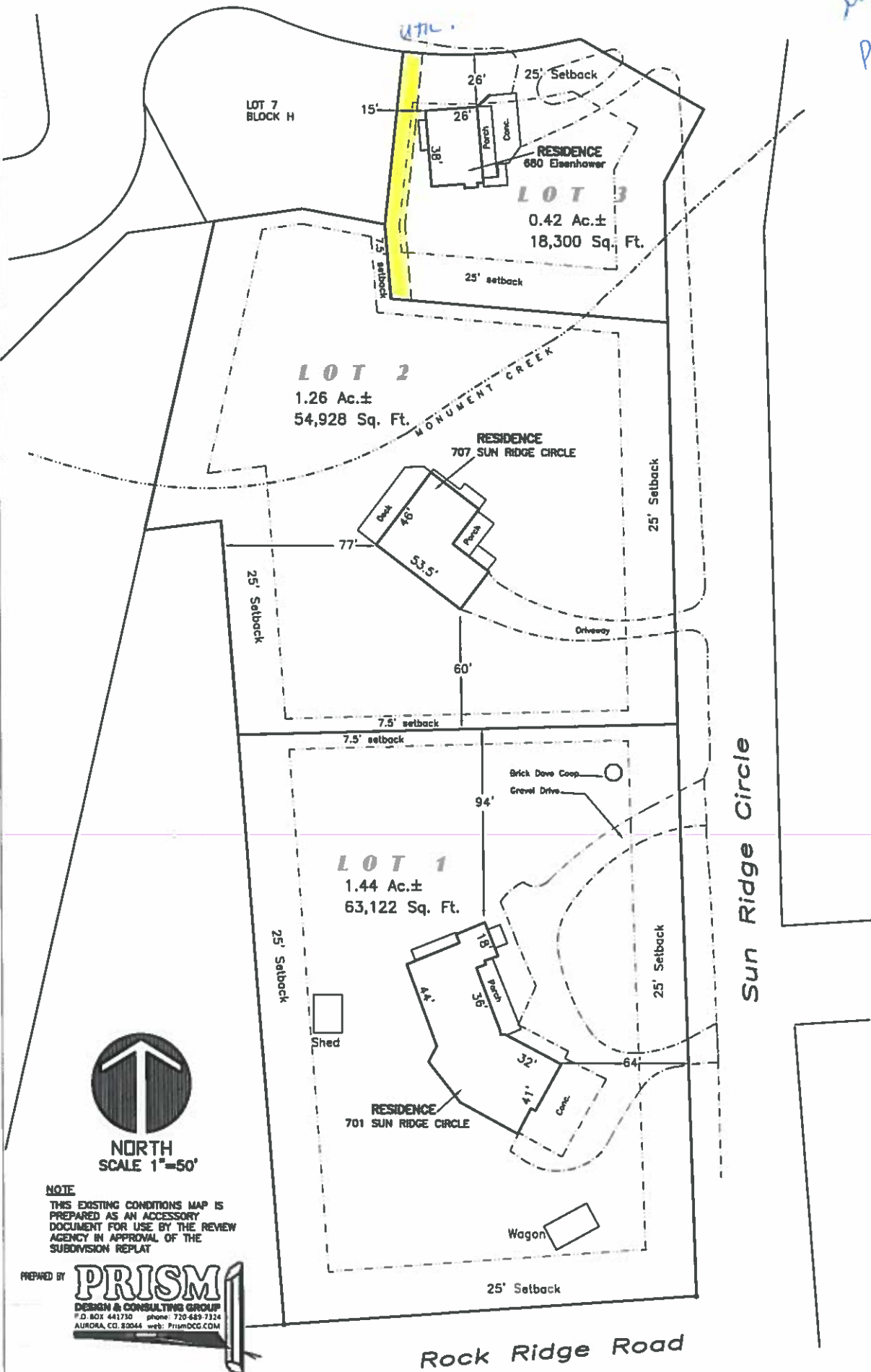
DRAWING REQUIREMENTS	
<input type="checkbox"/>	24" x 36" sheet, unless other size is approved
<input checked="" type="checkbox"/>	Title of project
<input checked="" type="checkbox"/>	North arrow
<input checked="" type="checkbox"/>	Written & graphic scale
<input checked="" type="checkbox"/>	Vicinity map
<input type="checkbox"/>	Date of preparation
<input checked="" type="checkbox"/>	Name of person or firm that prepared drawing
<input checked="" type="checkbox"/>	Legal description of the entire subdivision
<input type="checkbox"/>	Basis of established bearing
<input type="checkbox"/>	Closure calculations
Name/business name/address/phone/email:	
<input checked="" type="checkbox"/>	- Owner(s)
<input checked="" type="checkbox"/>	- Applicant (if not the owner)

x send to Engr.

Tudor Manor Crossing

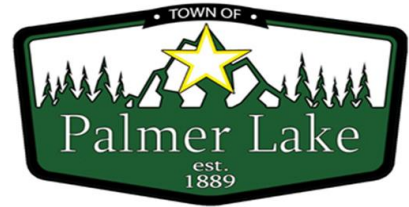
EXISTING CONDITIONS EXHIBIT MAP

lay
process
1d - easmt
(final plat)



NOTE
 THIS EXISTING CONDITIONS MAP IS PREPARED AS AN ACCESSORY DOCUMENT FOR USE BY THE REVIEW AGENCY IN APPROVAL OF THE SUBDIVISION REPLAY

PREPARED BY **PRISM**
DESIGN & CONSULTING GROUP
 P.O. BOX 441730 phone: 720-689-7324
 AURORA, CO. 80044 web: PrismDCG.COM



**TOWN OF PALMER LAKE
PLANNING COMMISSION - AGENDA MEMO**

DATE: February 19 2025	ITEM NO.	SUBJECT: Application for Replat/Resubdivision for Tudor Manor Crossing (Sunridge, Eisenhower)
Presented by: Town Administrator /Clerk		

Background

Enclosed is a replat/resubdivision for lots 1, 2 and 3 of Tudor Manor Crossing, located at Sunridge and Eisenhower. The multiple replat lines slightly modify lots to remove any encroachment.

Note the exhibit that displays existing structures meeting property line setbacks.

Staff supports the replat/resubdivision to clean up the property.

Recommended Action

Consider a recommendation to the Board of Trustees for 2/27.