



## PLANNING COMMISSION

Wednesday, June 18, 2025 at 5:00 PM

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

\*LIVE STREAM available on Town website\*

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### AGENDA

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

*The Commission values public comment on issues relevant to Town government. To permit the fair and orderly expression of such comments, the Commission will adhere to the following rules for public comment, whether for an agenda item or during public comment for non-agenda items brought by the public.*

*A speaker must be recognized by the Chair to step to the podium, sign in, use the microphone, state name and address for the record, and address comments solely to the Commission, as a whole.*

*Each speaker is limited to 3 minutes, cannot pool time with another, and each speaker may only speak once per topic. Civility and respect is required. Comments should not be directed to Town staff, individual Commission members or to public members. Comments or disruption from audience members not recognized by the Chair are prohibited. Points already made should not be duplicated. Only written comments limited to one page will be permitted. Public members are also invited to submit comments by email to be distributed to the Commission separately. Note that comments submitted to the Town Commission are public record. Please understand that the Commission will listen and consider public comments; however, members will not discuss or take action on your comment but may refer it to staff and/or a future meeting for discussion.*

*Thank you for your cooperation.*

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Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

1. Minutes from June 3 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 Minor Resubdivision/Replat of Largo Terrace, Poco Ave -- Requested to Continue until October 2025

- [3.](#) Applications for Zoning Planned Development (PD) Plan, Subdivision Sketch Plan, and Annexation - Monument Ridge West LLC - Requested to Continue Hearing until July 16, 2025

**Business Items**

- [4.](#) Presentation of Etherium Lighting

**Public Comment** - *This time is reserved for the public to speak to items not on the agenda.*

**Next Meeting (7/1 workshop; 7/7 workshop; 7/16 meeting) and Future Items**

**Adjourn**

**WORKSHOP - Review Articles 1, 2, 3, 4**

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**Americans with Disabilities Act**

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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.

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## PLANNING COMMISSION MEETING (RESCHEDULED FROM MAY 21)

Tuesday, June 03, 2025 at 5:00 PM

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

### MINUTES

**Call to Order.** Commissioner Stephen called the meeting to order at 5:02 pm.

**Roll Call.** Present: Commissioners Andre Bergeron, Herb Tomitsch, Mike Beeson, Bill Fisher, Matt Stephen.

#### Pledge of Allegiance

#### Approval of Minutes

1. Minutes from April 16, 2025 Meeting. MOTION (Fisher, Beeson) to approve the minutes as presented. Motion passed 5-0.
2. Minutes from April 30, 2025 Special Meeting. MOTION (Fisher, Beeson) to approve the minutes as presented. Motion passed 5-0.

#### Public Hearing

3. Application for Annexation, Planned Development (PD) Zoning, Sketch Plan (Subdivision) for Proposed Buc-ees Development - *requested to continue the hearing until June 18<sup>th</sup>*. Administrator Collins explained the status of the application submittals for the Planned Development Plan, Subdivision Sketch Plan, and annexation. Commissioner Stephen opened the floor. Ms. Catherine McGuire inquired about the process and asked what authority the Commission has and who had the authority about lighting. Ms. Cyndee Henson requested that, if Buc-ee's is developed, water conservation be considered, such as re-use of water. She referenced the lighting demonstration presented to the Board also be presented to the Planning Commission. Commissioner Bergeron stated that members have not seen the application, but that lighting will be a concern. MOTION (Beeson, Fisher) to continue the hearing until June 18. Motion passed 5-0.

Commissioner Stephen explained that the Planning Commission is advisory to the Board of Trustees and has authority over the Community Master Plan, which is a guiding document, not law or town code. He stated the Commission will form a recommendation to the Board for a final decision.

#### Business Items

4. Sign Permit Application - Whistle Post, 400 County Line. Ms. Kara Knott, Pinnacle, represented the applicant for large letter signage for two buildings. She addressed questions from members about the letter size. It was agreed to confirm the dimensions presented. MOTION (Fisher, Beeson) to

approve the sign permit with confirmation of the dimensions presented for two buildings. Motion passed 5-0.

Commissioner Stephen took item 6 while waiting for the applicant for item 5.

6. Sign Permit Application - Rock House Ice Cream Candy and More, Hwy 105. Mr. Jeff Goldman, owner of Rock House, explained the replacement of the directional signs, reducing the number around the structure and making them consistent. Discussion took place about the sign code requirements. Collins stated that if directional signs were intended to be exempt, the Commission will want to review the code. It was stated that it could be considered repair. Commission members agreed to dismiss the application without action and will review the code at a later date.

5. Sign Permit Application - Lake and Lantern, 84 Hwy 105. Mr. Chris Garcia reviewed the design to replace the existing sign. He stated they may increase the size of the text "Café" and members agreed. MOTION (Beeson, Fisher) to approve the sign permit. Motion passed 5-0.

7. Application for Plat Amendment - E-Rock LLC. Mr. Nick Ehrhardt presented the plat amendment for E-Rock, which was to modify three lots – Lots 42, 43, 44 to Lots 3, 2, 1 – with adjusted lot lines to accommodate a public easement, correct a portion of right of way on the cul de sac and create a small tract of property to accommodate an old retaining wall for Lot 19 to be considered in the future. Collins stated that staff did not have any issues with the plat amendment. No other discussion took place. MOTION (Tomitsch, Bergeron) to approve the plat amendment as presented. Motion passed 5-0.

8. Review/Recommendation on Zoning Code Street Frontage Regulation. Mr. Bob Miner addressed the Commission about considering a reduction of the street frontage required for residential zoning. He referenced an example of an application before the Board of Adjustment where a variance was required because there was only 25 ft of frontage. Mr. Miner suggested reducing the frontage noting that several lots will not have 50 ft of frontage. Commissioner Fisher stated this involves flag lots as well. Commissioner Stephen stated that this topic will be discussed while the Commission is reviewing zoning code and notice of all amendments will be noticed to the public.

9. Review Calendar to Complete Land Use Code, Title 17. Collins reviewed the proposed calendar for review of the Articles. Discussion took place about tentative dates for the Commission to workshop forthcoming articles. It was agreed that final comments for Articles 1-4 may be returned prior to July 1.

Discussion also ensued about the upcoming Buc-ee's application for Planned Development Plan, Subdivision Sketch Plan and annexation. Collins will forward members links to code references and the Community Master Plan to prepare. She explained that town staff and consultants will prepare a summary of the applications.

**Public Comment** – none.

**Next Meeting (6/18) and Future Items.** Trustee Caves requested that members consider a minimal commercial space for mixed use. Discussion took place about viable square footage. It was agreed that the next review of draft Articles will be Mon., June 23.

**Adjourn.** MOTION (Fisher, Beeson) to adjourn at 6:28 pm. Motion passed.

*Minutes by: Dawn A. Collins, Town Clerk*

**Dawn Collins**

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**From:** F9Fan <cpuser2003@yahoo.com>  
**Sent:** Thursday, June 12, 2025 6:22 PM  
**To:** Dawn Collins  
**Subject:** Joseph Beltran Replat

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

-----**WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.**-----

Dear Dawn,

As discussed today on the phone,  
I would like more time to prepare the ILC and postpone a board meeting until October.

Truly yours, Tony

[Yahoo Mail: Search, Organize, Conquer](#)



**KROB LAW OFFICE, LLC**  
Attorneys at Law

**MEMORANDUM**

**To: Palmer Lake Planning Commission**

**From: Scotty P. Krob, Town Attorney**

**Date: June 17, 2025**

**Re: Recommendation to continue public hearing on Monument Ridge West, LLC's annexation and land use applications**

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As you know, a public hearing is scheduled for June 18, 2025, for the Palmer Lake Planning Commission to consider the planned development plan, subdivision sketch plan, and annexation applications submitted by Monument Ridge West, LLC to the Town of Palmer Lake.

There are number of elements to these applications that the Planning Commission is to consider and make a recommendation to the Palmer Lake Board of Trustees. Those include the zoning and proposed use of the property as well as the land use aspects of the annexation and a draft annexation agreement.

Although staff has been working diligently with the applicant, the required materials are simply not ready for the Planning Commission's review. For example, the Town Code requires that the Planning Commission receive and review the land use aspects of the annexation agreement between the Town and the applicant. If the annexation agreement is revised after it has been reviewed by the Planning Commission, then it must come back to the Commission for review of the amendments. In this instance, a proposed annexation agreement has not yet been drafted. Similarly, Town staff are working on several of the land use issues that need to be completed before the Commission's review takes place.

Accordingly, staff recommends that the Planning Commission take no action on the Monument Ridge West, LLC matter at its meeting on June 18, 2025, other than to continue it to the July 16, 2025, Planning Commission meeting beginning at 5:00 p.m. Please make a motion to continue it to that specific date and time to avoid the need to republish the notice. I have spoken with the attorney for the applicant, Sara Frear, and she has confirmed that the applicant has no objection

to and agrees with the proposed continuance. We have also advised interested parties who have contacted the Town that staff would be making this recommendation and anticipate that the Commission would take no action on June 18, 2025, other than to continue this matter to the July meeting date.

If you have any questions, feel free to give me a call.  
sk

**Dawn Collins**

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**From:** Scott Krob <scott@kroblaw.com>  
**Sent:** Wednesday, June 18, 2025 9:08 AM  
**To:** Dawn Collins  
**Subject:** Supplement to Planning Commission memo

-----**WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.**-----

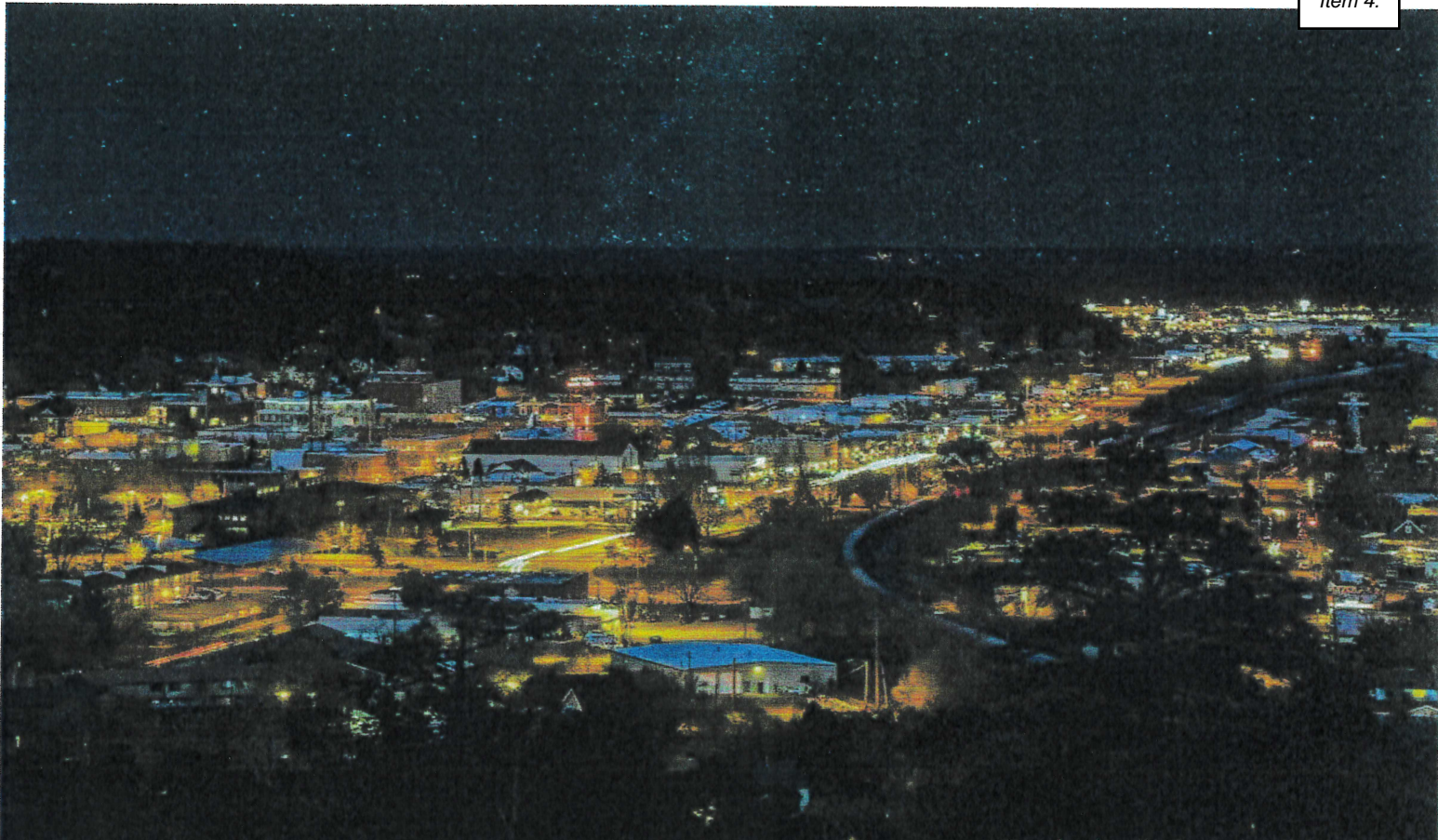
Dawn:  
Please provide this email to the Planning Commission as a supplement to the memo I sent yesterday.

Planning Commissioners:  
Yesterday I sent you a memo reflecting staff's recommendation that the Monument Ridge LLC annexation and land use matters be continued to your July meeting. In further discussions with staff and the applicant's attorney and consultants this morning we all agreed that (1) the goal of everyone involved is to provide the Planning Commission with a complete set of materials that have been thoroughly reviewed and vetted by staff and (2) we need until your August Planning Commission meeting to accomplish that goal. Therefore, staff's request and recommendation is that the matter be continued to August, rather than July.

Thank you for your consideration of this item and for all your work on behalf of the Town.

Scott Krob  
Palmer Lake Town Attorney

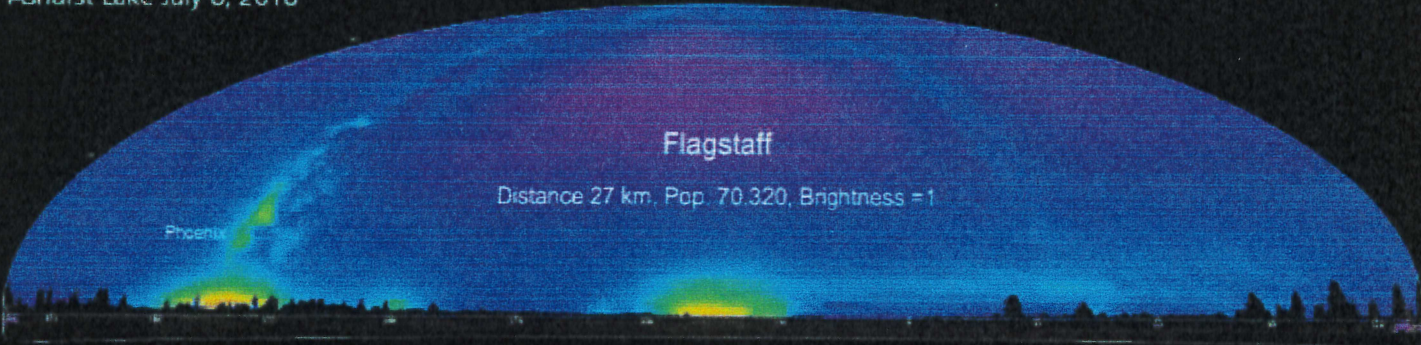
--  
Scotty P. Krob  
Krob Law Office, L.L.C.  
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Greenwood Village, CO 80111  
303-694-0099 (phone)  
303-694-5005 (fax)  
[Scott@kroblaw.com](mailto:Scott@kroblaw.com)



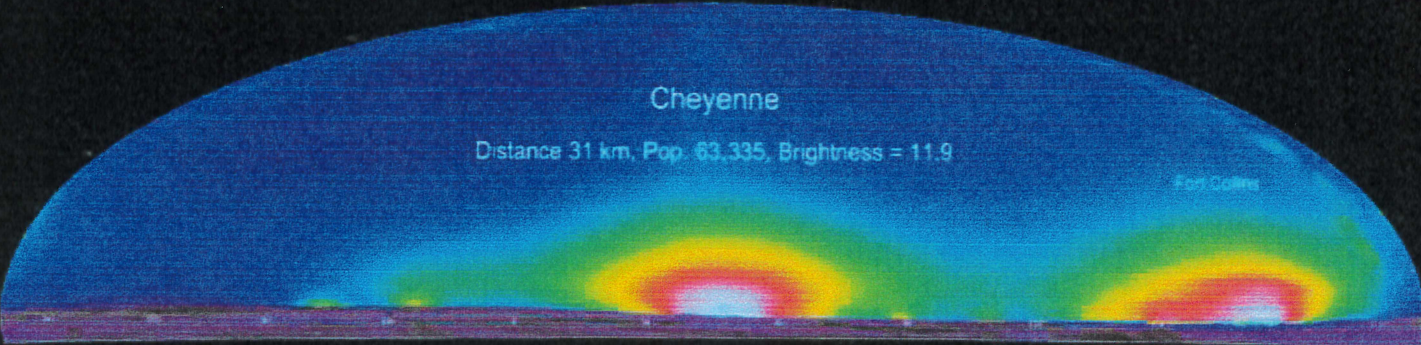
Picture from <https://skyglowproject.com/dark-sky-movement/>

# Flagstaff's night sky is over 90% darker!

Ashurst Lake July 8, 2016

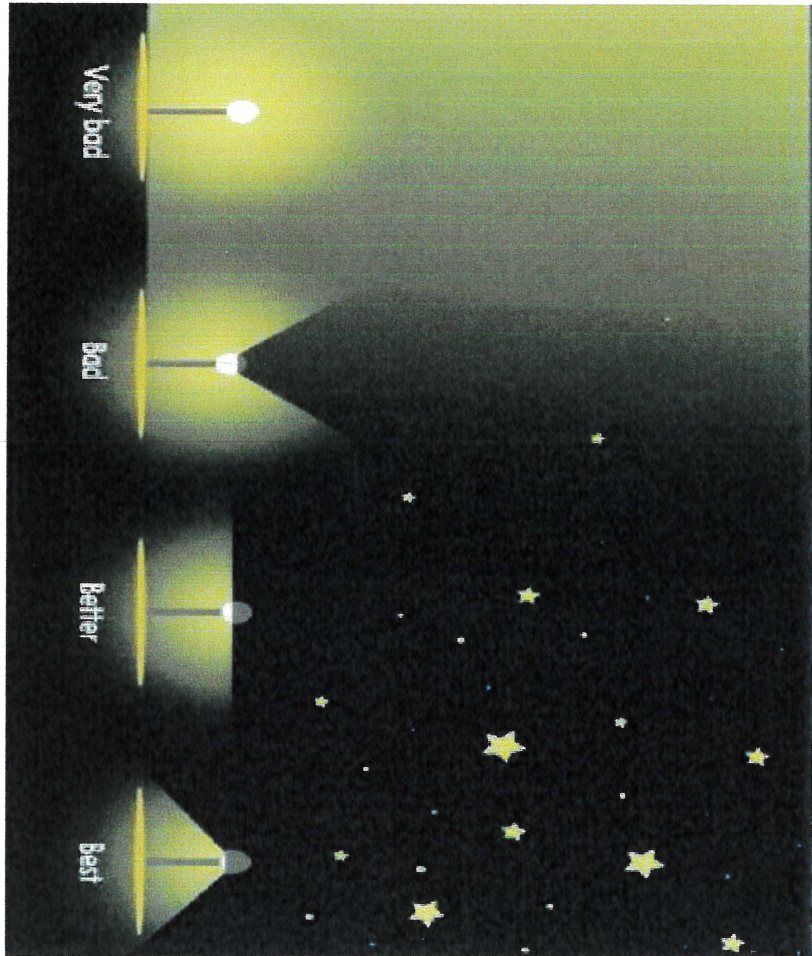


Soapstone Prairie Natural Area August 2, 2016



Visual Magnitudes per square arc-second





**Examples of Acceptable / Unacceptable Lighting Fixtures**

|  |   |
|--|---|
| <p><b>Unacceptable / Discouraged</b></p> <p>Fixtures that produce glare and light trespass</p> | <p><b>Acceptable</b></p> <p>Fixtures that shield the light source and direct light to the intended area</p> |
| <p>Unshielded luminaire<br/>or fixture emitting in multiple directions</p>                     | <p>Shielded luminaire<br/>with light directed to the intended area</p>                                      |
| <p>Large, unshielded, cylindrical or rectangular fixtures</p>                                  | <p>Small, shielded or shielded cylindrical or rectangular fixtures</p>                                      |
| <p>Open, multi-louver, louver, louvre or equivalent light fixtures</p>                         | <p>Highly shielded, louver, louvre or equivalent fixtures</p>   |
| <p>Unshielded luminaire</p>  | <p>Highly shielded luminaire</p>  |
| <p>Landscape luminaire</p>   | <p>Shielded landscape luminaire</p>   |
| <p>Lighting fixture with unshielded luminaire</p>  | <p>Shielded luminaire</p>   |

- **CHAPTER 14.20. - EXTERIOR LIGHTING REGULATIONS**

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- **14.20.010. - Title.**

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This chapter shall be known and may be cited as the "Town of Palmer Lake Exterior Lighting Regulations."

(Ord. No. 20-2018, § 3(14.17.010), 11-8-2018)

- **14.20.020. - Definitions.**

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The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Emergency lighting* means temporary lighting used by a police department, fire department, or other governmental entity required for public safety in the reasonable determination of public safety officials with authority.

*Foot-candle* means a unit of measure of the intensity of light falling on a surface, equal to one lumen per square foot.

*Glare* means a harsh uncomfortably bright light.

*Holiday lighting* means seasonal lighting using typical low-wattage lamps outlining a building or structure, or decorative string lighting in trees, commonly associated with the winter holiday season which begins Thanksgiving of each year and ends January 15th of the following year.

*Laser light* means a device that emits light through a process of optical amplification based on the stimulated emission of electromagnetic radiation.

*Light trespass* means any form of shining light emanating from a fixture that penetrates property other than that on which it is placed by more than 0.04 foot-candles at the property line.

*Motion sensor* means a mechanism for controlling illumination by turning lights on when activated by motion and remaining on during activity for a maximum of 30 minutes following the last detection of motion.

*Photocell* means a mechanism that is activated by the nonpresence of sunlight (and has the effect of illuminating a property all night).

*Prohibited bulbs* means any metal halide bulbs, fluorescent bulbs, or LED bulbs with correlated color temperature of 3000k or above.

*Searchlight* means a device, consisting of a light source and a reflecting surface behind it that projects a powerful beam of light in a particular direction. Search light does not include a powerful flashlight or emergency lighting.

*Shielded fixture* means a light fixture that has an opaque shield, housing or shade over the bulb or lamp such that light is not emitted through the top or the sides of the shield, housing or shade and is emitted downward only and not past the property line of the property on which the fixture exists.

(Ord. No. 20-2018, § 3(14.17.020), 11-8-2018)

- **14.20.030. - Applicability; compliance date.**

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(a)

Unless exempt under section [14.20.040](#)(b), the provisions of this chapter shall apply to all newly installed commercial and residential exterior light fixtures.

(b)

Unless exempt under section [14.20.040](#)(b), the provisions of this chapter shall apply to all exterior light fixtures lawfully installed prior to the effective date of the ordinance from which this chapter is derived but that do not comply with the requirements of this chapter such that such fixtures may continue to be used and maintained, but shall be brought into compliance with the requirements of this chapter as follows:

(1)

All non-compliant light fixtures requiring only an adjustment (to include a change of bulbs) to meet the requirements of this chapter shall be brought into compliance with the requirements of this chapter by January 15, 2019; and

(2)

All non-compliant light fixtures which require replacement to meet the requirements of this chapter shall be brought into compliance with the requirements of this chapter by May 31, 2019.

(Ord. No. 20-2018, § 3(14.17.030), 11-8-2018)

• **14.20.040. - Prohibited lighting; exemptions.**

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(a)

Unless exempted under subsection (b) of this section, the following are prohibited on all properties within the town:

(1)

The lighting of any light fixtures that do not meet the lighting standards set forth in section [14.20.050](#).

(2)

Searchlights.

(3)

Laser lights.

(4)

Lights not approved in any town-approved lighting plan for any property.

(b)

Exemptions. The provisions of this chapter shall not apply to the following:

(1)

Lighting of or on residential structures conditioned on such lighting not causing light trespass or nuisance from glare.

(2)

Emergency lighting.

(3)

Holiday lighting conditioned on such lighting not causing light trespass or nuisance from glare.

(4)

Lighting of the historic star on Sundance Mountain at such times as determined by the town board of trustees.

(5)

Lighting of national, state or local municipal flags (and not other flags) when lit with a maximum of two fixtures of not more than 80 watts each conditioned on such lighting not causing light trespass or nuisance from glare.

(6)

Lighting of a sign in accordance with the requirements of the Palmer Lake Code.

(7)

Lighting by town of town fields or other recreational facilities conditioned on lighting of the playing area being extinguished by 10:00 p.m. or within one-half hour after the conclusion of the final event of the day, whichever is later with the remainder of the facility lighting, except for reasons of security, being extinguished at 10:00 p.m. or within one hour after the event, whichever is later.

(Ord. No. 20-2018, § 3(14.17.040), 11-8-2018)

• **14.20.050. - Lighting standards.**

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(a)

Light fixtures must be shielded fixtures.

(b)

Light from any property shall not cause light trespass.

(c)

No prohibited bulbs as defined in this chapter may be lit. Yellow light sources such as high-pressure sodium, phosphor-converted amber light emitting diode, low-pressure sodium, narrow-band amber bulbs are suggested.

(d)

Total lumens for a property will be limited to a maximum of 25,000 lumens per acre.

(e)

Signage illumination. All signage shall comply with all applicable provisions of this Code.

(f)

Security lighting. Security lighting must be directed downward toward designated areas and use the lowest possible illumination to effectively allow surveillance. The use of motion sensors, timers, photocells or other means to activate lighting during times when it is needed is encouraged to conserve energy and provide safety and promote compatibility between different land uses.