



## PLANNING COMMISSION

**Wednesday, January 17, 2024 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 December 20, 2023

**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 Conditional Use Permit for Landscape Yard in C2 Zone, 650 Illumination Point
- [3.](#) Application to Vacate Undeveloped Right of Way Petite Ave (Akers)
- [4.](#) Rezoning Parcels to RE for United Congregational Church
- [5.](#) Application for Conditional Use Permit in M1 Zone, Event Center (707 County Line Rd)--  
**Application Withdrawn**

#### Business Items

- [6.](#) Consider Recommendation on Conditional Use in C2 Zone, Landscape Yard (Illumination Point)
- [7.](#) Consider Application to Vacate Undeveloped Right of Way (Petite Ave)
- [8.](#) Consider Rezoning Parcels to Residential Estate (RE)
- [9.](#) Consider Sign Permit Application - Yak's Maintenance & Repair
- [10.](#) Consider Summary of AIA Concepts for Downtown Corridor

**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 (February 21) 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

**Wednesday, December 20, 2023 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 Lindsey Zapalac, Susan Miner, Tim Caves, Mark Bruce, Bill Fisher and Charlie Ihlenfeld. Excused: Amy Hutson.

#### Approval of Minutes

1. Minutes from November 15, 2023. MOTION (Caves, Zapalac) to approve the minutes. Motion passed 6-0.

#### Public Hearing

2. Application for Conditional Use Permit in M1 Zone, Event Center (707 County Line Rd). Mr. Ron Mast (tenant) and Mr. Paul Sutton (landowner) explained the use of 10,000 sq ft inside and outside the structure for pickleball courts and event venue, including four indoor/outdoor courts, to open approximately fall of 2024. Commission member Tim Caves inquired about knowing there are courts planned to be installed at Palmer Lake. Discussion took place about lighting and fencing. Collins noted that the intent of the use noted on the application changed since the submittal to the presentation, previously not including courts and outside space. Discussion took place about additional material and modifying the request of the space from the full 24,000 sq ft structure to 10,000 sq ft inside and outside. MOTION (Zapalac, Miner) to continue the hearing for additional information for the intended use and a concept site plan to review. (Item 4 continued.)

3. Application for Conditional Use Permit in C2 Zone, Slapshot Hockey Lanes (870-872 Hwy 105). Ms. Nicole Tahmindjis explained Slap Shot Hockey Lanes, which will utilize about 2500 sq ft for hockey lanes and skills area for training and recreation at 870-872 Hwy 105, the same building as Palmer Lake Pub. The intention is about nine hockey lanes, approximately 8 ft wide by 20 ft long, to rent for 30-60 minutes. Hours of operation were reviewed along with various training and entertainment uses. Some sticks and gloves will be available along with possible instruction as assistance. There are about ten different games to play. Ms. Tahmindjis reviewed a variety of organizations interested in the use. Neighboring tenants were supportive of the use.

5. Consider Recommendation on Conditional Use Permit in C2 Zone, Slapshot Hockey Lanes (870-872 Hwy 105). Commission member Bill Fisher stated this use falls with fitness center and should be added to conditional use in commercial zones. MOTION (Fisher, Zapalac) to recommend granting the conditional use permit as requested. Motion passed 6-0.



**Business Items**

6. Consider Additional Downtown Design Criteria for the Community Master Plan. Discussion took place about the downtown concept drawings previously approved to incorporate into the master plan, clarifying that Mr. Fisher does not have electronic drawings. Discussion took place about encouraging sidewalk and on-street parking. Members reviewed the AIA concepts and Bill Fisher will review current concepts and summarize points to consider for the next meeting. Discussion took place about the entire downtown corridor being retail.

**Public Comment** - None.

**Next Meeting (January 17) and Future Items.** A gathering of all Board/Commissions was brought up.

**Adjourn.** MOTION (Fisher, Bruce) to adjourn at 6:16 pm. Motion passed.

*Minutes by: Dawn Collins, 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, January 17, 2023, at 5 PM at the Town Hall, 28 Valley Crescent, Palmer Lake, to consider a Conditional Use application for Landscape Yard in C2 zone, located at 650 Illumination Point, Hwy 105, Palmer Lake. A recommendation will be made to the Board of Trustees on the same matter scheduled for Thursday, January 25, 2024, 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





42 Valley Crescent  
PO Box 208  
Palmer Lake CO 80133  
719-481-2953 – office

## Office Use Only

Case Number: \_\_\_\_\_

Date: 11/27Fees: \$250.00

Check #: \_\_\_\_\_

Rec'd By: MAC

Application Complete: \_\_\_\_\_

**PAID**  
ck #1585

jared  
11/27

## Conditional Use Application Form

Name of Applicant/Property Owner: Jared Whiteley/Illumination Point LLCAddress: 650 Illumination Point Phone#: 719-313-9577Email: jared@greatergroundslc.comName of Proposal: Greater Grounds Landscape YardLegal Description or Address: LOT 4 ILLUMINATION POINT SUB

*Note: If the applicant is someone other than the property owner, the applicant must provide a notarized letter from the property owner giving permission to be represented in this action.*

**This is a Conditional Use** – A request for a use not permitted under certain zoning categories subject to review by the Planning Commission and consideration by the Board of Trustees.

**Criteria for approval of a conditional use** – Include a “site plan” or building design where a structure is involved to address the following criteria in which the Planning Commission and the Board of Trustees must find evidence, both factual and supportive, provided by the applicant.

- The site for the proposed use is adequate in size and shape to accommodate said use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required by this ordinance.
- The site for the proposed use relates to streets and highways adequate in width and degree of improvement to handle the quantity and kind of vehicular traffic that would be generated by the proposed use.
- Any negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other ordinance standards or other reasonable conditions of approval.
- If of benefit to the community, any proposed structures will be of a design complimentary to the surrounding area.





By signing this application, parties agree to the following:

- Town of Palmer Lake staff or its consultants may enter the property to inspect the property and evaluate the proposal.
- The applicant/petitioner is liable for all non-refundable fees and costs associated with the Town's review of this application. Fees may include, but are not limited, to engineering and consultant fees, public notice costs, publication/recording fees, and any other fees paid by the Town in connection with, or related to, review of this application.
- Payment of fees as described is due within 10 days of the date of filing and, if not received within 30 days will be considered past due. Payment of the above fees shall not relieve the payment of any other fees imposed by the Town.

**As owner/applicant, I affirm the information contained in this application is accurate, and I agree to the above conditions.**

**Applicant Signature:**  **Date:** 11/23/2023

If the applicant is not the owner:

As owner of the above property, I agree to the application.

**Owner – Print:** \_\_\_\_\_

**Owner – Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# **GREATER GR UNDS**

## **LANDSCAPING**

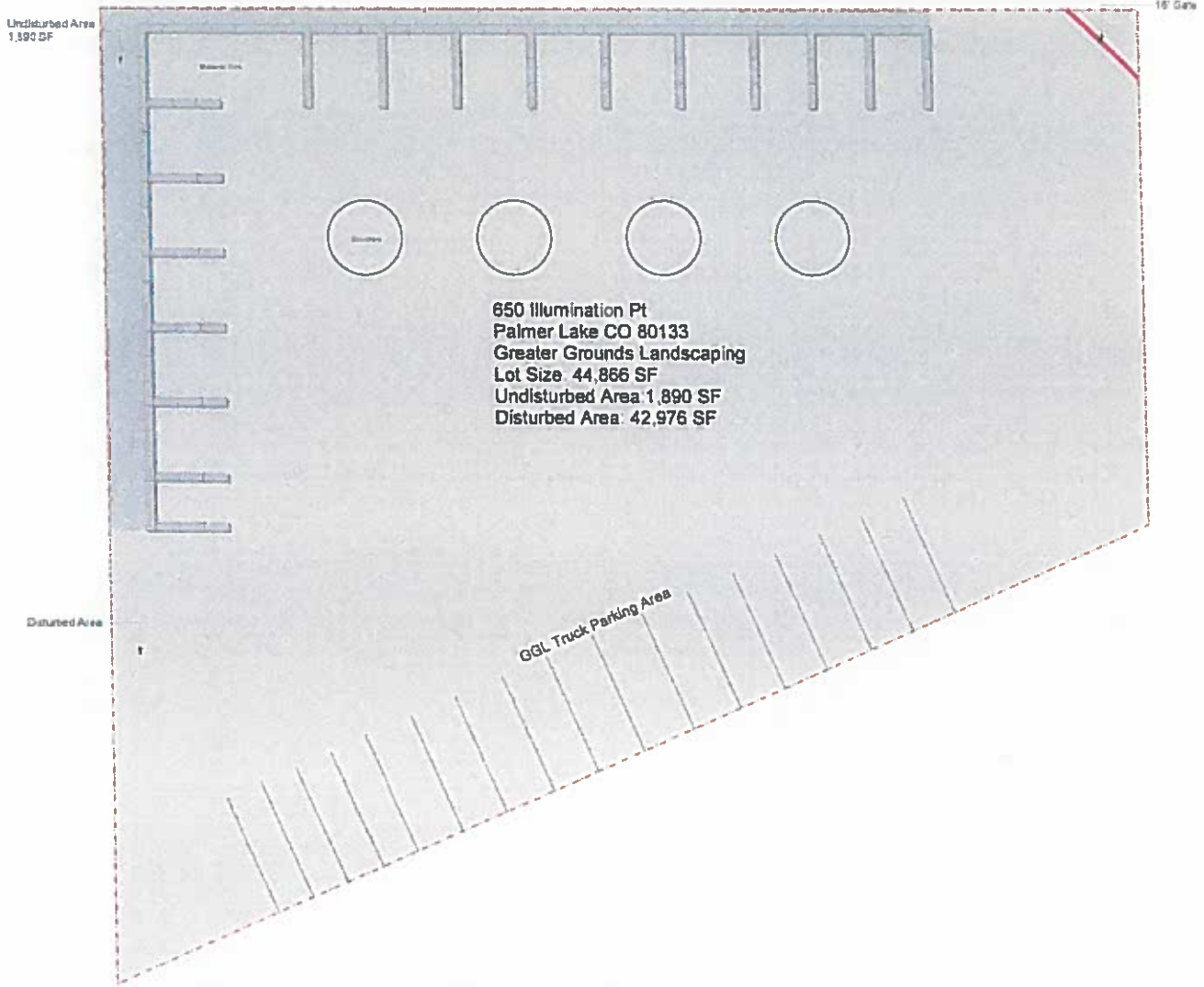
### Letter of Intent

Business: Illumination Point LLC/Greater Grounds Landscaping  
Address: 630 Highway 105 Palmer Lake CO, 80133  
Contact: Jared Whiteley  
Number: 719-313-9577

Lot Address: 650 Illumination Point Palmer Lake CO, 80133

Greater Grounds Landscaping is requesting a conditional use permit on the lot listed above. We intend to park our trucks and equipment on this lot, as well as store landscape building materials as shown in the attached design. We do not intend to build any structures, or place any roads/curb & gutter. We do not intend to use any site utilities such as gas, electric, & water. We are utilizing the natural soils as a parking lot. We will be disturbing at most approx. 42,976 SF to properly use the lot for what we need. Any soils disturbed during the construction process that will not be utilized, will be reclaimed with native seed and ECB. We will be placing a 6' privacy fence around our lot to screen from HWY 105, as well as the trailer park to the South. Greater Grounds will be the only company using this lot. For any more information, please feel free to contact.





Proposed Fence - 6' weld wire fence

Landscape block material 6'x3'x2'



Information: Greater Grounds is using 650 Illumination Pt as an area to park our trucks and equipment. As well as store landscape building materials such as rock, mulch, boulders, and soil. As of right now our operation is not changing from where we were located at the previous location at 630 Highway 105, we are simply moving our equipment out of a 100yr flood plane to our newly purchased lot. We are disturbing under 43,560 SF.



|  |   |   |                                     |   |
|--|---|---|-------------------------------------|---|
| <p>This document is a plan view only and does not show the actual property of Greater Grounds. It is not a legal document and should not be used for any legal purposes. It is a design document and should not be used for any legal purposes. It is a design document and should not be used for any legal purposes.</p> | <p><b>GREATER<br/>GROUNDS</b><br/>LANDSCAPING</p> | <p>Greater Grounds Landscaping<br/>630 Highway 105 Palmer Lake, CO 80133<br/>719-313-9577<br/>jared@greatergroundsllc.com</p> | <p>Design by<br/>Jared Whiteley</p> | <p>650 Illumination Pt<br/>Palmer Lake CO 80133<br/>Greater Grounds Landscaping</p> |
|--|---|---|-------------------------------------|---|



## 17.48.010. - Permitted uses.

Permitted uses in the C2 zone are as follows:

- (1) Restaurants.
- (2) Licensed liquor and beer outlets.
- (3) Bed and breakfast.
- (4) Funeral homes and mortuaries.
- (5) Medical and dental clinics.
- (6) Service establishments, such as barbershops and beauty shops, watch and jewelry repair, pharmacies, pick-up stations for laundry or dry cleaning, retail good shops.
- (7) Commercial buildings, libraries, parks, museums, art galleries and post offices.
- (8) Retail stores, including the following: liquor store, drug store, miscellaneous good items, clothing store, sporting goods, books, groceries, antiques, gift shop, hardware, and furniture.
- (9) Art, photographic, health, dance and music studios.
- (10) Light/small equipment sales and repair.
- (11) Day care centers.
- (12) Building supplies.
- (13) Light assembly of prefabricated parts.
- (14) Arts/crafts shops such as woodworking, pottery, jewelry or other craft-based industries.
- (15) Small animal veterinary clinic.

(Code 1973, § 17.37.010; Ord. No. 4-1995, § 2, 1995; Ord. No. 18-2000, § 15, 2000)

## 17.48.020. - Conditional uses.

Conditional uses in the C2 zone are as follows:

- (1) Wholesale businesses.
- (2) Drive-in commercial uses.
- (3) Bowling alleys.
- (4) Educational institutions.
- (5) Religious institutions.
- (6) Public and semi-public uses (per definition in section 17.08).



- (7) Nursing homes, hospitals.
- (8) Ambulance services.
- (9) Single-family and multi-family uses (R1 through R4 subject to all regulations of that particular zone).
- (10) Mini-warehouses and storage rental spaces.
- (11) Mixed-residential dwelling and commercial uses occurring in the same building.
- (12) Light manufacturing.
- (13) Kennel, provided that a minimum area of five acres is available.
- (14) Vehicle repair and service.
- (15) Hotels and motels.
- (16) Parking garages.
- (17) Licensed establishments as such term is defined in chapter 5.30 as and if otherwise allowed and regulated by chapter 5.30.
- (18) Other such uses as listed and permitted which are not more detrimental, as determined by the planning commission and town board.

(Code 1973, § 17.37.020; Ord. No. 4-1995, § 3, 1995; Ord. No. 18-2000, § 16, 2000; Ord. No. 15-2017, § 2, 8-24-2017)

#### 17.48.030. - Lot sizes and dimensions.

- (a) The sizes and dimensions of a lot in a C2 zone shall be as follows:
  - (1) Minimum lot size: 6,600 square feet.
  - (2) Minimum lot width: 35 feet street frontage.
- (b) No side yard setback shall be required provided the building's side wall is constructed of at least four-hour fire-resistance material. If building material has less than four-hour fire-resistance, a minimum side yard of five feet shall be required.

(Code 1973, § 17.37.030; Ord. No. 4-1995, § 4, 1995)

#### 17.48.040. - Structure height and area.

The structure height and area requirements in a C2 zone are as follows:

- (1) Maximum building height: 30 feet.
- (2) Maximum area covered by structure: 65 percent of lot.

(Code 1973, § 17.37.040; Ord. No. 4-1995, § 5, 1995)

#### 17.48.050. - Required off-street parking and loading.



For required off-street parking and loading, see chapter 17.84.

(Code 1973, § 17.37.050; Ord. No. 4-1995, § 6, 1995)

17.48.060. - Signs.

Signs in the C2 zone are permitted provided they comply with chapter 17.76.

(Code 1973, § 17.37.060; Ord. No. 4-1995, § 7, 1995; Ord. No. 18-2000, § 17, 2000)

17.48.070. - Sewerage.

Septic tanks may be permitted if all of the following conditions are met:

- (1) Inability to tap existing sewer lines.
- (2) Ability to meet current county sewage disposal regulations.
- (3) Compliance with the provisions of chapter 16.48.

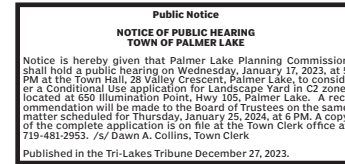
(Code 1973, § 17.37.070; Ord. No. 4-1995, § 8, 1995)

17.48.080. - Outdoor storage and buffering.

All outdoor storage must be screened from view by landscaping or fences. Landscaping and/or buffering must also be provided between commercial and residential areas.

(Code 1973, § 17.37.080; Ord. No. 4-1995, § 9, 1995)



**AFFIDAVIT OF PUBLICATION****STATE OF COLORADO  
COUNTY OF El Paso**

Item 2.

I, Kate Dickens, being first duly sworn, deposes and says that she is the Legal Sales Representative of The Tri Lakes Tribune, LLC., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of El Paso, and the State of Colorado, and which is called Tri Lakes Tribune; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper **1 time(s) to wit 12/27/2023**

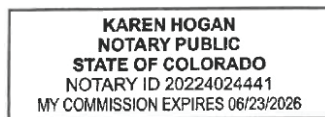
That said newspaper has been published continuously and uninterruptedly in said County of El Paso for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.

**Kate Dickens**  
Sales Center Agent

Subscribed and sworn to me this 12/27/2023, at said City of Colorado Springs, El Paso County, Colorado.

My commission expires June 23, 2026.

**Karen Hogan**  
Notary Public  
The Gazette



Document Authentication Number  
20224024441-192856



## NOTICE OF PUBLIC HEARING

## TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on January 17, 2024, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider a request to vacate the undeveloped right of way, Petite Ave., Palmer Lake. A recommendation will be made to the Board of Trustees on the same matter scheduled to be heard on January 25, 2024, 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





42 Valley Crescent  
PO Box 208  
Palmer Lake CO 80133  
719-481-2953 – office

## Office Use Only

Case Number: \_\_\_\_\_

Date: 11/14/23Fees: \$500.00Check #: 8109Rec'd By: [Signature]

Note: A minimum of ten days are required to process this application

Jan PC

## Right-of-Way Application

Name of Applicant/Property Owner: Brad and Maryanne AkersAddress: 621 Petite Ave. Palmer Lake Phone#: 540-246-3387Email: akersb@att.netName of Proposal: Right of Way Vacation of Petite Ave.Legal Description or Address: 621 Petite Ave. Palmer Lake, CO

*(If the applicant is someone other than the property owner, the applicant must provide a notarized letter from the property owner giving permission to be represented in this action).*

**This is a Right-of-Way Vacation** – A Right of Way vacation is the termination of the **public** interest in a right-of-way (built or unbuilt); it extinguishes the easement for **public** travel that is represented by the right-of-way. The Right of Way is equally divided.

**Criteria for approval of a Right-of-Way Vacation** - In order to approve any Right-of-Way vacation, the Planning Commission must find, based upon evidence, both factual and supportive, provided by the applicant that the vacation sought will not leave any lands adjoining without an established right of way. and that the portion of the right of way sought to be vacated has now become useless to the property owners, the general public, and the Town of Palmer Lake, and that the Final Plat meets all of the criteria stated in Section 16 of the Palmer Lake Municipal Code.



By signing, Applicant agrees to the following:

- Town of Palmer Lake staff or its consultants may enter the property to inspect the property and evaluate the proposal.
- The applicant/petitioner is liable for all fees and costs associated with the Town's review of this application. These may include, but are not limited, to engineering and consultant fees, public notice / recordation fees, and any other fees paid by the Town in connection with or related to this application.

*Payment of the above fees shall not relieve the applicant of any other fees incurred by the Town.*

**As owner/applicant, I understand and affirm the information contained in this application is accurate, and I agree to the above conditions.**

**Applicant Signature:**  **Date:** 11/08/2023

**Applicant Signature:**  (if needed) **Date:** 11/08/2023

If the applicant is not the owner:

As owner of the above property, I agree to the application.

**Owner – Print:** \_\_\_\_\_

**Owner – Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## LETTER OF INTENT TO VACATE 621 PETITE AVENUE

Hello Dawn,

We've been working on the proposal to validate the "vacation" of Petite Drive in Palmer Lake and listed below are the issues we discussed at our meeting with you on June 29<sup>th</sup> and how we are looking to resolve them.

- Our intent is to "vacate" Petite Avenue entirely.
- We are willing to change our house address to Verano with the "vacation" of Petite which would now no longer exist.
- With the "vacation" of Petite, we would have approximately 60 feet of frontage on Verano, which complies with the 50 feet of frontage required.
- We have been maintaining Petite all this time. When my brother owned the property, he put thousands of dollars of stone into the driveway himself, plus kept it trimmed and accessible. When we inherited the property, we also put several thousand dollars of stone into the maintenance of the driveway, plus the trimming of trees etc. to allow accessibility.
- With the town allowing us to "vacate" Petite, it would no longer be a burden on the town for possible future upkeep.
- In case of a fire emergency, there is a fire hydrant on Verano in front of the now Petite Avenue house, which would allow a firetruck to access the hydrant and run hose up along the property.
- After reading the town's Master Plan, we can see that we share mutual goals with the town's community vision, which supports and preserves the heritage and beauty of Palmer Lake.
- We can cite pages 45, 57, 58, 67, and 68 of the Master Plan, and sections CC-1.1, CC-1.3, CC-2, CC-3 and LU-4.3, LU-5.3, LU-5.4, and LU-7.2 which aligns with our values also.
- We'd like to specifically call out sections LU-5.3 and LU-5.4, which cites that not all areas are suited for development because of steep grades etc. That is a concern of ours, particularly if building were to occur behind our house and where the Park property lines start. If building were to take place there, we would be in fear of a rockslide and damage, not only to our home but to all those homes below ours.
- Additionally, if Petite were to be developed into a road, it would be on a steep grade, making access to our house extremely difficult. It could also possibly be in violation of the zoning code, as it could potentially run closer than 25 feet to the Beltran's house which sits below ours.



Our reasons for wanting to do this "vacation" are as follows:

- Palmer Lake is a unique and special community. As homeowners we recognize this and want to help maintain and preserve the landscape and wildlife of this special area.
- We want to work with the town of Palmer Lake to preserve the aesthetics and uniqueness of Palmer Lake.
- This "vacation" would also allow us to align the property to town compliance to consolidate the properties, which would eliminate the subdivision of multiple lots.
- Currently our address does not show up on most GPS systems. Other than those who live here locally, people cannot find our house at all. This "vacation" would simplify the delivery of possible life saving emergency services. By giving us a Verano address we could then be found in the event of an emergency.
- This "vacation" would not cut off any possible future home sites in the region behind our home because those now non-existent homes could be accessed by the building of two roads, undeveloped Lindo and undeveloped Montana.
- Our neighbors, Tony Beltran and his wife Claudia, are in agreement with this "vacation" and are the ones whose property is adjacent to ours, along with Steve Beebe whom we've also talked this over with.

Please feel free to contact us with any questions or concerns. We truly look forward to being able to work with the Town to ensure the success of this request and to keep the beauty and natural harmony of Palmer Lake available not only to us but to future generations.

Thank you for your time and consideration.

Maryanne and Brad Akers



[illegible]

POINT OF VIEW REACTIONS

report and recommended for approval on the \_\_\_\_\_ day of \_\_\_\_\_  
by the Planning Commission, State of Puerto Rico

\_\_\_\_\_

Chair, Planning Commission

\_\_\_\_\_

Present and approved on this \_\_\_\_\_ day of \_\_\_\_\_  
by the Board of Trustees for the State of Puerto Rico

\_\_\_\_\_

Signed, Board Of Trustees

\_\_\_\_\_

Dated at \_\_\_\_\_

\_\_\_\_\_ Secretary

The undersigned Certifies Registered Professional Land Surveyor does hereby state and declare that this Survey (which is being filed/recorded) is a professional land surveying responsibility that is being properly addressed. There has been no fraud or intentional misstatement of facts in this survey. The survey is being prepared by the professional land surveyor or under the professional land surveyor's supervision. It is the professional land surveyor's responsibility to ensure that the surveying standards of practice is not generally recognized, known, and followed, and that there must be the quality of accuracy, knowledge, information, and skill.



Joey Spide  
State of Colorado Professional Land Surveyor No. 20770  
I am in need of Auto Land Services and Mapping LLC.

[illegible]

**APEX Land Surveying and Mapping LLC**

**APEX**  
8130 Spurwood Drive  
Culverton Springs, CO 80818  
Phone 719-318-0377  
E-mail [info@apexsprings.com](mailto:info@apexsprings.com)  
Website [www.apexsprings.com](http://www.apexsprings.com)

*Item 3.*

Due to lack of institutional information not provided on the Submission Page of C&A, the authors and editors herein have listed/accepted both the Submission Page of C&A and



## Re: 621 Petite Vacation Proposal

From: Claudia Dimidik (artbyclaudia@icloud.com)

To: akersm@att.net

Date: Friday, August 4, 2023 at 10:58 PM EDT

Hi Maryanne and Brad,

We are on board with the Petite Proposal shown in this attachment.

Claudia and Antonio

On Jul 18, 2023, at 7:07 PM, Maryanne Akers &lt;akersm@att.net&gt; wrote:

Hello all, Sorry for the repeat email. I forgot to add everyone onto the distribution for replies, so you're getting a second copy.

Hello Dawn,

We've been working on the proposal to validate the "vacation" of Petite Drive in Palmer Lake and listed below are the issues we discussed at our meeting with you on June 29<sup>th</sup> and how we are looking to resolve them.

- Our intent is to "vacate" Petite Avenue entirely.
- We are willing to change our house address to Verano with the "vacation" of Petite which would now no longer exist.
- With the "vacation" of Petite, we would have approximately 60 feet of frontage on Verano, which complies with the 50 feet of frontage required.
- We have been maintaining Petite all this time. When my brother owned the property, he put thousands of dollars of stone into the driveway himself. plus kept it trimmed and accessible. When we inherited the property, we also put several thousand dollars of stone into the maintenance of the driveway, plus the trimming of trees etc. to allow accessibility.
- With the town allowing us to "vacate" Petite, it would no longer be a burden on the town for possible future upkeep.
- In case of a fire emergency, there is a fire hydrant on Verano in front of the now Petite Avenue house, which would allow a firetruck to access the hydrant and run hose up along the property.
- After reading the town's Master Plan, we can see that we share mutual goals with the town's community vision, which supports and preserves the heritage and beauty of Palmer Lake.
- We can cite pages 45, 57, 58, 67, and 68 of the Master Plan, and sections CC-1.1, CC-1.3, CC-2, CC-3 and LU-4.3, LU-5.3, LU-5.4, and LU-7.2 which aligns with our values also.
- We'd like to specifically call out sections LU-5.3 and LU-5.4, which cites that not all areas are suited for development because of steep grades etc. that is a concern of ours, particularly if building were to occur behind our house and where the Park property lines start. If building were to take place there, we would be in fear of a rockslide and damage, not only to our home but to all those homes below ours.
- Additionally, if Petite were to be developed into a road, it would be on a steep grade, making access to our house extremely difficult. It could also possibly be in violation of the zoning code, as it could potentially run closer than 25 feet to the Beltran's house which sits below ours.

Our reasons for wanting to do this "vacation" are as follows:

- Palmer Lake is a unique and special community. As homeowners we recognize this and want to help maintain and preserve the landscape and wildlife of this special area.

Notification  
to Beltrons



- We want to work with the town of Palmer Lake to preserve the aesthetics and uniqueness of Palmer Lake.
  - This "vacation" would also allow us to align the property to town compliance to consolidate the properties, which would eliminate the subdivision of multiple lots.
  - Currently our address does not show up on most GPS systems. Other than those who live here locally, people cannot find our house at all. This "vacation" would simplify the delivery of possible life saving emergency services. By giving us a Verano address we could then be found in the event of an emergency.
  - This "vacation" would not cut off any possible future home sites in the region behind our home because those now non-existent homes could be accessed by the building of two roads, undeveloped Lindo and undeveloped Montana.
  - Our neighbors, Tony Beltran and his wife Claudia, are in agreement with this "vacation" and are the ones whose property is adjacent to ours.
- The photo marked "2" is the before picture or as it currently exists. The photo marked 2 Distance on Verano, shows the distance of Petite on Verano, which shows 121 feet on Verano and if divided would provide more than the 50 feet of frontage required by the town. The photo marked 28 shows the split of Petite and how it would be divided between us and the Beltrans and Steve Beebe. The photo marked 2D is our proposed vision of the Petite vacation.

Please feel free to contact us with any questions or concerns. We truly look forward to being able to work with the Town to ensure the success of this request and to keep the beauty and natural harmony of Palmer Lake available not only to us but to future generations.

Thank you for your time and consideration.

Maryanne and Brad Akers



## 621 Petite Vacation

*notification to Steven Berke*

From: Maryanne Akers (akersm@att.net)

To: stevenabb@gmail.com

Date: Thursday, August 3, 2023 at 02:34 PM EDT

Hello Steven,

Hope all is well and that you received the paperwork we forwarded to you regarding our trying to vacate 621 Petite. If you have any additional comments or suggestions to make, we would welcome them.

If not, could you please send us an email that states you were notified by us of our intent to vacate and that you are in agreement with it? The vacation paperwork requires us to notify any neighboring properties.

Thank you and hope all is well. Please feel free to contact us if you have any questions.

Brad and Maryanne Akers



**Dawn Collins**

---

**From:** Steven Beebe <stevenabb@gmail.com>  
**Sent:** Monday, November 20, 2023 6:06 PM  
**To:** akersb; Dawn Collins  
**Subject:** Re: Vacation of Petite approval

-----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.-----

I am Steven Alfred Beebe, I am the lawful owner of 316 Verano Avenue, Palmer Lake, Colorado. I have no financial instruments on the property ( no mortgage, no liens, etc ) I make all solo decisions on the affairs of my property 316 Verano Avenue. I also support the Vacation of Petite Avenue that touches my property. I will call Dawn with the Town of Palmer Lake tomorrow.

V/r

Steven Alfred Beebe  
(719)217-1092

On Mon, Nov 20, 2023 at 3:56 PM akersb <[akersb@att.net](mailto:akersb@att.net)> wrote:  
Greetings Steven,

This is Brad Akers from across the way at 621 Petite. We have submitted the paperwork for the vacation of Petite. Afterwards Dawn Collins suggested that it would be helpful to have written approval from all the adjacent land owners. I know when we spoke on the phone you had voiced your approval of the Vacation. Can you please send a reply of approval for the Vacation so we can add it to the application?

Thank you  
Brad and Maryanne Akers

Sent from my iPhone



**AFFIDAVIT OF PUBLICATION****STATE OF COLORADO  
COUNTY OF El Paso**

Item 3.

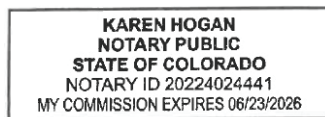
I, Kate Dickens, being first duly sworn, deposes and says that she is the Legal Sales Representative of The Tri Lakes Tribune, LLC., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of El Paso, and the State of Colorado, and which is called Tri Lakes Tribune; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper **1 time(s) to wit 12/27/2023**

That said newspaper has been published continuously and uninterruptedly in said County of El Paso for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.

**Kate Dickens**  
Sales Center Agent

Subscribed and sworn to me this 12/27/2023, at said City of Colorado Springs, El Paso County, Colorado.  
My commission expires June 23, 2026.

**Karen Hogan**  
Notary Public  
The Gazette



Document Authentication Number  
20224024441-192099



**NOTICE OF PUBLIC HEARING****TOWN OF PALMER LAKE**

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on Wednesday, January 17, 2024, at 5 PM at the Town Hall, 28 Valley Crescent, Palmer Lake, to consider an application to annex and zone Parcels 7104000001, 7104000002, 7104001010 and 7103000028 to RE Estate zone district from El Paso County and rezone parcels 7105424044, 7104200012, 7104237002 to RE Estate zone district, Palmer Lake. A recommendation will be made to the Board of Trustees on the same matter scheduled for Thursday, January 25, 2024, beginning 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





42 Valley Crescent  
PO Box 208  
Palmer Lake, CO 80133  
719-481-2953 - Office

## Office Use Only

Date: 10/24/2023Fees: Rezoning-\$500 & Annexation \$1000Check #: 1312 Pd. 10/23Rec'd By: MA*\*Minimum submittal of 30 days*

## Rezoning Application Form

Name of Applicant: United Congregational ChurchApplicant's Address: 3275 County Line Road Phone #: 709-332-2607Applicant's Email: ptggmountain@gmail.comName of Proposal: Ben Lamond Mountain VillageTax Schedule #: 7105424044, 71044237002, 7104200012, 7104000002, 7104000001, 7104001010, 7103000028

*Rezoning of existing or annexation of property* – A request for a change in the existing designated zoning or property annexation. This request must be accompanied by those items outlined in the Palmer Lake Zoning requirements (section 17.12.030).

PALMER DIVIDE RD. &  
Nearest Street Intersection: S. SPRUCE MOUNTAIN Existing Subdivision: NA

Current Zoning and Uses of Surrounding Property:

|                       |                       |
|-----------------------|-----------------------|
| N: <u>OS/A1</u>       | <u>OPEN SPACE</u>     |
| E: <u>RR-5</u>        | <u>RESIDENTIAL</u>    |
| S: <u>RR-2.5/RR-5</u> | <u>RESIDENTIAL</u>    |
| W: <u>RA</u>          | <u>VACANT GENERAL</u> |

Needing for U.C.C. October 17, 2023  
Signature of Owner Date





Civil Engineering  
 Surveying & Geospatial Services  
 Water Resources Management  
 GIS Services  
 Construction Management

October 17, 2023

**RE: Letter of Intent - Ben Lomand Mountain Village Rezone**

Owner/Applicant:

United Congregational Church  
 Attn: Roger Sung, Pastor/ President  
 3195 County Line Road  
 Monument, CO 80132  
 (719) 332-2607  
[ptggmountain@gmail.com](mailto:ptggmountain@gmail.com)

Consultant:

Manhard Consulting  
 Attn: Dan Madison, PE  
 7600 E. Orchard Road, Suite 150-N  
 Greenwood Village, CO 80111  
 (303) 880-1908  
[Dmadison@manhard.com](mailto:Dmadison@manhard.com)

Site Location, Size and Zoning:

Ben Lomand Mountain Village (the "Property") consists of approximately  $\pm 344.5$  acres of land located within El Paso County, Colorado, in portions of Sections 3, 4 & 5, Township 11 South, Range 67 West of the 6th P.M. A legal description of the Property is included with this application. The westerly  $\pm 163$ -acre portion of the Property currently lies within the Town of Palmer Lake. An annexation application is being submitted concurrently to the Town of Palmer Lake (the "Town") to annex the  $\pm 181.5$  acre portion of the property lying easterly and outside of the Town boundary. After completion of the annexation process, all portions of the property will lie within the Palmer Lake Town Limits (the "Town"). The intent of this rezoning application, after successful annexation, is to rezone the entire  $\pm 344.5$  acre Property to RE Estate Zone in accordance with the Palmer Lake Code of Ordinances, Chapter 17.20.

The Property lies south of County Line Road, also known as Palmer Divide Road, west of Indi Drive, north of the Lakeview Heights subdivision, and east of Oakdale Drive. The Property is comprised of seven El Paso County tax ID parcels varying in size and zoning. Three parcels are located within the Town and four parcels are located within the County. The existing zoning of the parcels include RR-5 (County), RA (Town), and R10,000 (Town) as summarized in the table below.

| Parcel Summary Table |              |                               |                 |
|----------------------|--------------|-------------------------------|-----------------|
| Parcel ID            | Area (acres) | Jurisdiction                  | Existing Zoning |
| 7105424044           | 14.3         | Town of Palmer Lake           | RA              |
| 7104200012           | 147.9        | Town of Palmer Lake           | RA              |
| 7104237002           | 0.9          | Town of Palmer Lake           | R10,000         |
| 7104000002           | 38.2         | Unincorporated El Paso County | RR-5            |
| 7104000001           | 50.1         | Unincorporated El Paso County | RR-5            |
| 7104001010           | 46.6         | Unincorporated El Paso County | RR-5            |
| 7103000028           | 46.6         | Unincorporated El Paso County | RR-5            |

P:\Uncmoco01\Documents\Zoning in Town of Palmer Lake\Letter of Intent - 20231012.doc



This application proposes to rezone the seven parcels from their respective existing zoning district classifications to RE Estate Zone in accordance with the Palmer Lake Code of Ordinances, Chapter 17.20. As stated in the Palmer Lake Code of Ordinances, RE Estate Zone allows for Single-Family dwellings and accessory as permitted uses on a minimum lot size of 2.5 acres. Conditional uses such as educational, foster homes, churches and synagogues, parks, private stables, day care, and group homes constitutes the zone district. Existing Religious Institution and Open Space located on the property will be continued uses on the subject Property.

**Justification:**

1. The proposed annexation and rezoning are in accordance with the vision of the Town of Palmer Lake Community Master Plan along with being located within the Three Mile Plan. In the Future Land Use section of the Master Plan, the Property is shown within the environmental constrained residential area as well as large lot residential which is similar to the surrounding neighborhoods on the east side of the project. Rezoning the Property to RE Estate Lots for the proposed development will achieve a similar concept to the adjacent eastside neighborhoods as well as the vision of the Town's Master Plan.
2. The proposed RE Estate zoning designation will be complimentary to the existing zoning designations of the adjacent developments. As shown on County Zone Map 712, a portion of the Colorado Estates Subdivision, southeast of the Property, is also zoned RR-2.5. Along the eastern perimeter of the Property, the Colorado Estates Subdivision is zoned RR-5. The Lakeview Heights development to the south of the property has a higher density and is zoned R-10,000 (Intermediate Density Residential Zone) in accordance with the Town's Zoning Code. To the west, the neighboring property owned by the Town is zoned M1, General Industrial.
3. The application meets the Criteria for Approval for Map Amendment (Rezoning) the Palmer Lake Code of Ordinances, Chapter 17.20. The requested rezoning conforms with the Criteria for Approval as follows:
  - The application is in general conformance and spirit of the Palmer Lake Master Plan which is to maintain the small-town look and feel of Palmer Lake.
  - The Rezoning is in compliance with all applicable statutory provisions, including C.R.S. §30-28-111, §30-28-113, and §30-28-116.
  - The proposed zone district is compatible with the existing and permitted land uses and zone districts in all directions.
  - The site is suitable for the intended use, including the ability to meet the standards as described in Chapter 12 of the Code of Ordinances for the RE Estate zone district.

**Existing and Proposed facilities:**

**Existing Conditions:** The ±344.5-acre Property consists largely of vacant undeveloped land. In the eastern portion of the Property, within El Paso County Parcel No. 7104001010, there are multiple structures used for religious purposes, including one residential modular building used for religious workshop, one residential mobile home, and two exempt religious worship structures constructed in 1985. East of Parcel No. 7104001010, within El Paso County tax ID Parcel No. 713000028, there are two primary exempt religious worship buildings including the youth center, a storage structure, a parking area and tennis court associated with the youth center. At the time of this application, all of these existing structures and uses are proposed to remain.

The southwestern portion of the Property is undeveloped land which includes Ben Lomand Mountain consisting of steep topography, heavy forest, and rock ledges and outcroppings. From the southern property line, the mountain slopes upward from south to north to a sharp ridgeline. The ridgeline runs in the east-west direction and has a dirt, fire access road graded along the top of ridge. From this ridge



line, Ben Lomand Mountain falls sharply to the north to a grass valley floor located in the northern half of the property. A large portion of Ben Lomand Mountain is envisioned to remain in its natural state with the future development.

**Proposed Conditions:** The future development, which will be submitted under separate application, is envisioned to include single-family residential lots with a minimum lot size of 2.5 acres. The majority of the future lots will be located in the northern and eastern portions of the Property. The lots will be developed in accordance with the requirements of the RE Estate zone district as stated in Chapters 17.20.30 and 17.20.40 which dictates the building setbacks and heights. Each future lot will contain one single-family residential structure and any associated accessory structure and/or use will adhere to the RE Estate zone district requirements. As mentioned, at the time of this application, all existing structures and uses including the existing church and youth center are proposed to remain.

**Roadways:** The Property will be accessed from two points of access from County Line Road / Palmer Divide Road with an easterly and a westerly access to the Property. The existing fire access roads are proposed to remain for access to the forest and Ben Lomand Mountain. Each proposed lot will be accessed by a private roadway to be designed under separate application. The roadways will be maintained by the future Homeowners Association (HOA) which will be established to govern the Ben Lomand Mountain Village community.

**Utilities:** The future development on the property is proposed to be served by individual well and septic systems due to the lack of existing municipal/District central water supply facilities in the area. Fire protection services will be provided by Tri-Lakes Monument Fire Protection District. Electric service will be provided by Intermountain Rural Electric via their existing facilities along County Line Road. Natural gas service will be provided by Black Hills Energy via their existing infrastructure along County Line Road. Telecommunication services will be provided as contracted between the owner and the selected communications service provider.

**Open Space:** A large portion of Ben Lomand Mountain is envisioned to remain in its natural state. The future development on the property will maintain a large portion of significant open space consisting of the southwestern portion of the Property which includes Ben Lomand Mountain consisting of steep topography, heavy forest, and rock ledges and outcroppings.

**Waiver Requests:** No waiver requests are applicable at the time of this application.

If you have any questions, please feel free to contact me either via telephone at (303) 531-3217 or via email, [dmadison@manhard.com](mailto:dmadison@manhard.com).

Thank you,

MANHARD CONSULTING



Dan Madison, P.E.  
Operations Manager



## 17.20.010. - Permitted uses.

Permitted uses in an RE Estate Zone are as follows: Single-family dwelling and accessory uses.

(Code 1973, § 17.18.010; Ord. No. 5-1985, § 2, 1985; Ord. No. 5-1999, § 2, 1999)

## 17.20.020. - Conditional uses.

The following conditional uses may be permitted as specified:

- (1) Education institutions, provided that a frontage of 100 feet will be necessary and that there will be 50 feet between the principal structure and the neighboring lot line and that appropriate screening will be provided and that the design of the use and grounds will be in keeping with the residential character of the neighborhood.
- (2) Foster homes, subject to the home being licensed by the state and subject to receipt by the town of notification in writing by the licensing authority that the occupant of the home is licensed and for how many children.
- (3) Churches and synagogues restricted as educational institutions.
- (4) Town, county and neighborhood parks.
- (5) Private stables and kennels, provided that the lot size is five acres or more.
- (6) Day care homes.
- (7) Group homes for the aged. Owner occupied or nonprofit group homes for the exclusive use of not more than eight persons 60 years of age or older per home. The board of trustees shall consider the following criteria in determining whether a conditional use should be granted:
  - a. The size of the house and available yard space of the applicant;
  - b. Satisfactory evidence of the applicant's good character;
  - c. The character of the neighborhood surrounding the proposed group home for the aged, and in the density of the neighborhood;
  - d. The compliance of the group home with state, county and municipal health, safety and fire codes;
  - e. The number of persons 60 years of age or older who would be housed in the group home, which number shall not exceed eight;
  - f. That the proposed use is not for persons 60 years of age or older who need skilled or intermediate facilities;
  - g. That no other group home for the aged is located within 750 feet of the applicant;



h. The wishes and desires of nearby property owners.

Item 4.

(Code 1973, § 17.18.020; Ord. No. 5-1985, § 2, 1985; Ord. No. 1-1987, § 2, 1987; Ord. No. 3-1989, § 2, 1989; Ord. No. 7-1990, § 5, 1990; Ord. No. 5-1999, § 8, 1999)

17.20.030. - Lot sizes and dimensions.

The sizes and dimensions for a lot in an RE Estate Zone are as follows:

- (1) Minimum lot size: 2.5 acres.
- (2) Minimum lot width: 150 feet street frontage.
- (3) Minimum front yard setback from property line: 25 feet.
- (4) Minimum side yard setback from property line: ten feet.
- (5) Minimum rear yard setback from property line: 25 feet.

(Code 1973, § 17.18.030; Ord. No. 5-1985, § 3, 1985)

17.20.040. - Structure height and area.

The structure height and area requirements for an RE Estate Zone are as follows:

- (1) Maximum building height: 30 feet.
- (2) Maximum area covered by structure: 35 percent of lot.

(Code 1973, § 17.18.040; Ord. No. 5-1985, § 4, 1985)

17.20.050. - Required off-street parking.

For required off-street parking, see chapter 17.84.

(Code 1973, § 17.18.050; Ord. No. 5-1985, § 5, 1985)

17.20.060. - Signs.

Signs in the RE Estate Zone are permitted, provided they comply with chapter 17.76.

(Code 1973, § 17.18.060; Ord. No. 5-1985, § 6, 1985; Ord. No. 18-2000, § 4, 2000)

17.20.070. - Sewerage.

Septic tanks may be permitted if all of the following conditions are met:

- (1) Inability to tap existing sewer lines.
- (2) Ability to meet current county sewage disposal regulations.
- (3) Compliance with the provisions of chapter 16.48.



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)™.

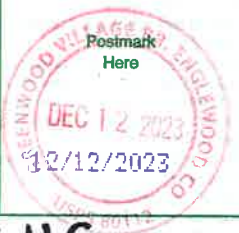
Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Sepp & Affiliates LLC  
Street and Apt. No., or PO Box No. 857 Tailings Dr  
City, State, ZIP+4® Monument CO 80132  
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)™.

Colorado Springs, CO 80904

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Chambers manilea  
Street and Apt. No., or PO Box No. 403 Pleasant St  
City, State, ZIP+4® Colorado Springs CO 80904-2017  
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)™.

Jefferson, CO 80456

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Dutcher Sally M  
Street and Apt. No., or PO Box No. 956 Willow Way  
City, State, ZIP+4® Jefferson CO 80456  
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)™.

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Huffard Judith & George Vernon  
Street and Apt. No., or PO Box No. 20280 Indi Dr  
City, State, ZIP+4® Monument CO 80132-9605  
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)™.

Hot Springs Village, AR 71909

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To El Nido Primero LLC  
Street and Apt. No., or PO Box No. 13 Bosque Ln  
City, State, ZIP+4® Hot Springs Village AR 71909  
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)™.

Colorado Springs, CO 80917

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Zentz Family Trust  
Street and Apt. No., or PO Box No. 2555 Sierra Dr  
City, State, ZIP+4® Colorado Springs CO 80917 4043  
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Item 4.



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

|  |        |
|--|--------|
| Certified Mail Fee   | \$4.35 |
| \$   | \$0.00 |
| Extra Services & Fees (check box, add fee as appropriate)    |        |
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$0.00 |
| <input type="checkbox"/> Return Receipt (electronic)         | \$0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$0.00 |
| <input type="checkbox"/> Adult Signature Required            | \$0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 |

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Wiona Lawrence O  
Street and Apt. No., or PO Box No.  
21040 Capella Dr

City, State, ZIP+4®  
Monument CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Palmer Lake, CO 80132

|  |        |
|--|--------|
| Certified Mail Fee   | \$4.35 |
| \$   | \$0.00 |
| Extra Services & Fees (check box, add fee as appropriate)    |        |
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$0.00 |
| <input type="checkbox"/> Return Receipt (electronic)         | \$0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$0.00 |
| <input type="checkbox"/> Adult Signature Required            | \$0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 |

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Palmer Lake Town of  
Street and Apt. No., or PO Box No.  
PO Box 208

City, State, ZIP+4®  
Palmer Lake CO 80133-0208

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

|  |        |
|--|--------|
| Certified Mail Fee   | \$4.35 |
| \$   | \$0.00 |
| Extra Services & Fees (check box, add fee as appropriate)    |        |
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$0.00 |
| <input type="checkbox"/> Return Receipt (electronic)         | \$0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$0.00 |
| <input type="checkbox"/> Adult Signature Required            | \$0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 |

Postage \$0.90

Total Postage and Fees \$5.25

Sent To McGuire Kenneth J  
Street and Apt. No., or PO Box No.  
21030 Capella Dr

City, State, ZIP+4®  
Monument CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

|  |        |
|--|--------|
| Certified Mail Fee   | \$4.35 |
| \$   | \$0.00 |
| Extra Services & Fees (check box, add fee as appropriate)    |        |
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$0.00 |
| <input type="checkbox"/> Return Receipt (electronic)         | \$0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$0.00 |
| <input type="checkbox"/> Adult Signature Required            | \$0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 |

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Sedd Affiliates LLC  
Street and Apt. No., or PO Box No.  
5910 W Hwy 105 Box 211

City, State, ZIP+4®  
Monument CO 80132

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

|  |        |
|--|--------|
| Certified Mail Fee   | \$4.35 |
| \$   | \$0.00 |
| Extra Services & Fees (check box, add fee as appropriate)    |        |
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$0.00 |
| <input type="checkbox"/> Return Receipt (electronic)         | \$0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$0.00 |
| <input type="checkbox"/> Adult Signature Required            | \$0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 |

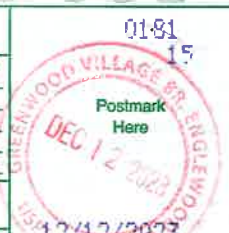
Postage \$0.90

Total Postage and Fees \$5.25

Sent To Bender Terry L  
Street and Apt. No., or PO Box No.  
20080 Capella Dr

City, State, ZIP+4®  
Monument CO 80132-9739

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

|  |        |
|--|--------|
| Certified Mail Fee   | \$4.35 |
| \$   | \$0.00 |
| Extra Services & Fees (check box, add fee as appropriate)    |        |
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$0.00 |
| <input type="checkbox"/> Return Receipt (electronic)         | \$0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$0.00 |
| <input type="checkbox"/> Adult Signature Required            | \$0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 |

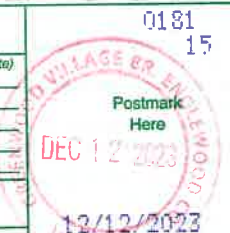
Postage \$0.90

Total Postage and Fees \$5.25

Sent To McGuire Catherine E  
Street and Apt. No., or PO Box No.  
20020 Capella Dr

City, State, ZIP+4®  
Monument CO 80132-9739

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Item 4.



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).  
Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Buss Hans - Andreas  
Street and Apt. No., or PO Box No.  
21020 Capella Dr  
City, State, ZIP+4®  
Monument, CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).  
Palmer Lake, CO 80133

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Palmer Lake Town of  
Street and Apt. No., or PO Box No.  
42 Valley Crescent  
City, State, ZIP+4®  
Palmer Lake CO 80133

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).  
Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Snowberger Rian T  
Street and Apt. No., or PO Box No.  
20430 Indi Dr  
City, State, ZIP+4®  
Monument CO 80132-9605

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).  
Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Dickenson Thomas D  
Street and Apt. No., or PO Box No.  
21020 Capella Dr  
City, State, ZIP+4®  
Monument, CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).  
Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Speeding Molly A  
Street and Apt. No., or PO Box No.  
20090 Capella Dr  
City, State, ZIP+4®  
Monument CO 80132-9739

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).  
Sun City Center, FL 33573

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Marsha L Schrak Revocable  
Street and Apt. No., or PO Box No.  
513 Fox Glove Cir Unit B  
City, State, ZIP+4®  
Sun City Center FL 33573-6194

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Item 4.



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Bettendorf, IA 52722

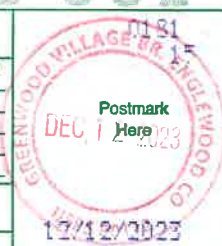
Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To  
Maves Timothy J. Revoc Trust  
Street and Apt. No., or PO Box No.  
26091 Valley Dr  
City, State, ZIP+4®  
Bettendorf, IA 52722-6366

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To  
Sepp Eric Mason, II  
Street and Apt. No., or PO Box No.  
837 Tailings Drive  
City, State, ZIP+4®  
Monument CO 80132

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To  
Mistich Christopher J  
Street and Apt. No., or PO Box No.  
20025 Capella Dr  
City, State, ZIP+4®  
Monument, CO 80132-9731

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Chicago, IL 60614

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To  
Maureen Perou Living Trust  
Street and Apt. No., or PO Box No.  
2673 N. Orchard St  
City, State, ZIP+4®  
Chicago IL 60614-1548

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To  
Duluth Family Trust  
Street and Apt. No., or PO Box No.  
20045 Capella Dr  
City, State, ZIP+4®  
Monument, CO 80132-9731

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To  
Beverly Matthew  
Street and Apt. No., or PO Box No.  
20045 Capella Dr  
City, State, ZIP+4®  
Monument, CO 80132-9731

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Item 4.



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Castle Rock, CO 80104

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To ML Marketing LLC  
4055 Wilcox St Ste 103  
Castle Rock CO 80104

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Catopaxi, CO 81223

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Campello Robert F.  
538 20th Trail  
Catopaxi CO 81223

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Silverthorne, CO 80498

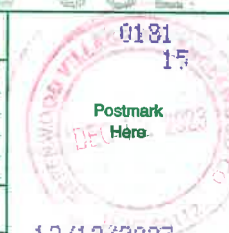
Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Ford Julie R  
16 Fenwick Ln  
Silverthorne CO 80498

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Colorado Springs, CO 80906

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Meyer Keegan L  
8 El Serano Dr  
Colorado Springs CO 80906

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Peuton, CO 80831

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Hammel Kelly L  
10918 Pictured Rocks Dr  
Peuton CO 80831-7066

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Woody Creek, CO 81656

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Jenkins Robert  
PO Box 14  
Woody Creek CO 81656-0014

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Item 4.



U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Rowley Richard William  
Street and Apt. No., or PO Box No.  
21060 Capella Dr  
City, State, ZIP+4®  
Monument CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

San Clemente, CA 92672

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Walla John F.  
Street and Apt. No., or PO Box No.  
181 Avenida La Cuesta  
City, State, ZIP+4®  
San Clemente CA 92672-3144

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Woody Creek, CO 81656

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Jenkins Robert  
Street and Apt. No., or PO Box No.  
PO Box 14  
City, State, ZIP+4®  
Willow Creek CO 81656-0014

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Palmer Lake, CO 80132

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Hutson Rodney Kent Jr  
Street and Apt. No., or PO Box No.  
140 Star View Cir  
City, State, ZIP+4®  
Palmer Lake CO 80133

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Bashi Vahid H.  
Street and Apt. No., or PO Box No.  
19130 Doewood Dr  
City, State, ZIP+4®  
Monument CO 80132

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$0.00  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$0.00  
☐ Return Receipt (electronic) \$0.00  
☐ Certified Mail Restricted Delivery \$0.00  
☐ Adult Signature Required \$0.00  
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.90

Total Postage and Fees \$5.25

Sent To McGuire Kenneth J  
Street and Apt. No., or PO Box No.  
21030 Capella Dr  
City, State, ZIP+4®  
Monument CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Item 4.



U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>®</sup> RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Vanderwege Steven L  
Street and Apt. No., or PO Box No.  
21080 Capella Dr  
City, State, ZIP+4<sup>®</sup>  
Monument CO 80132-9730

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>®</sup> RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Wahl Thomas R  
Street and Apt. No., or PO Box No.  
20350 Indi Dr  
City, State, ZIP+4<sup>®</sup>  
Monument CO 80132-9605

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>®</sup> RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage \$0.90

Total Postage and Fees \$5.25

Sent To 123 Oakdale Drive LLC  
Street and Apt. No., or PO Box No.  
17000 Oxbriage Rd  
City, State, ZIP+4<sup>®</sup>  
Monument CO 80132-7930

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>®</sup> RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Monument, CO 80132

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Salek Rick E  
Street and Apt. No., or PO Box No.  
21050 Capella Dr  
City, State, ZIP+4<sup>®</sup>  
Monument CO 80132

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>®</sup> RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Colorado Springs, CO 80911

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Campbell Seth T  
Street and Apt. No., or PO Box No.  
4653 Brulie Way  
City, State, ZIP+4<sup>®</sup>  
Colorado Springs CO 80911

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>®</sup> RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com).

Aurora, CO 80012

Certified Mail Fee \$4.35  
\$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage \$0.90

Total Postage and Fees \$5.25

Sent To Audrey Louise West Trust  
Street and Apt. No., or PO Box No.  
786 S Nile Way  
City, State, ZIP+4<sup>®</sup>  
Aurora CO 80012-3219

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Item 4.



**United Congregational Church  
3195 County Line Road  
Monument, CO 80132**

Item 4.

**Phone: (719) 332-2607**

December 18, 2023

Town of Palmer Lake  
Attn: Dawn Collins  
42 Valley Crescent  
PO Box 208  
Palmer Lake, CO 80133

**RE: *Letter of Authorization for Ben Lomand Mountain Village  
Annexation and Rezoning***

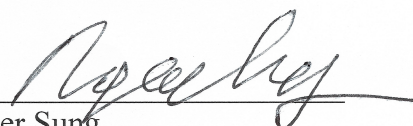
Dear Ms. Collins:

This letter hereby authorizes Manhard Consulting as our representative to process the above referenced Annexation and Rezoning application, and any other necessary entitlement matters related to Ben Lomand Mountain Village's  $\pm 344.5$  acres of land located in portions of Sections 3, 4 & 5, Township 11 South, Range 67 West of the 6th P.M.

If you have any questions, please feel free to contact me at (719) 332-2607.

Sincerely,  
**United Congregational Church**

By:

  
Roger Sung  
for United Congregational Church



## Dawn Collins

---

**From:** Ron Mast <ron@primehometeam.com>  
**Sent:** Thursday, December 28, 2023 9:40 AM  
**To:** Dawn Collins  
**Cc:** Paul Sutton  
**Subject:** Re: PC meeting Wed., at 5p

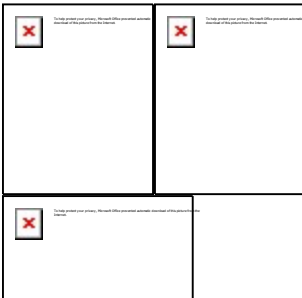
-----WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.-----

Hello Dawn,

We have made the determination to cancel our application for a conditional use permit.  
 We appreciate your assistance in this matter.

Thank you,

Ron Mast  
 Associate Broker  
 Prime Home Team  
 Keller Williams Partners  
 (719) 243-4444



On Mon, Dec 18, 2023 at 10:58 AM Dawn Collins <[dawn@palmer-lake.org](mailto:dawn@palmer-lake.org)> wrote:

Enclosed is the agenda, and packet found here - <https://www.townofpalmerlake.com/bc-pc/page/planning-commission-21>

See you Wed., thanks,

Dawn A. Collins, CMC

*Town Administrator/Clerk*



**Dawn Collins**

---

**From:** Paul Sutton <paulgsutton@gmail.com>  
**Sent:** Friday, January 5, 2024 8:46 PM  
**To:** Dawn Collins  
**Subject:** Re: Follow-Up on Conditional Use Application - County Line Rd

-----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.-----

Yes, it is withdrawn.

Thanks.

Paul Sutton  
719.205.2070

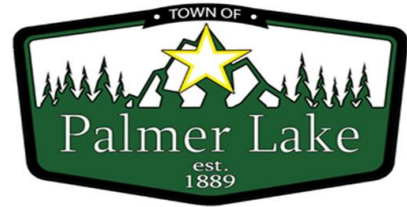
On Fri, Jan 5, 2024 at 1:24 PM Dawn Collins <[dawn@palmer-lake.org](mailto:dawn@palmer-lake.org)> wrote:

Paul, to confirm, is it correct that the Conditional Use application is withdrawn from the process?

Dawn A. Collins, CMC

*Town Administrator/Clerk*





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

|   |                 |  |
|---|-----------------|--|
| <b>DATE:</b> January 2024                         | <b>ITEM NO.</b> | <b>SUBJECT:</b> Consider Recommendation on Conditional Use Permit in C2 Zone, Landscape Yard, Illumination Point - Hwy 105 |
| <b>Presented by:</b><br>Town Administrator /Clerk |                 |  |

**Background**

Greater Grounds purchased a lot at the Illumination Point site. It is in a C2 zone district, found here - [https://library.municode.com/co/palmer\\_lake/codes/code\\_of\\_ordinances?nodeId=COOR\\_TIT17ZO\\_CH17.48C2GE\\_BUCOZO](https://library.municode.com/co/palmer_lake/codes/code_of_ordinances?nodeId=COOR_TIT17ZO_CH17.48C2GE_BUCOZO)

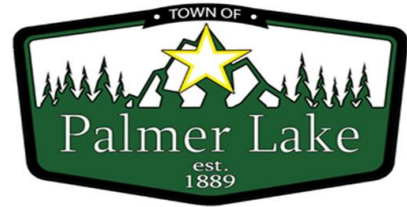
The C2 zone does not allow for outside storage (comparable to M1 zone); however, with a conditional use can operate as requested.

The owner has been cooperative in completing the process to request a conditional use permit for a landscape yard including the outdoor storage of material. Additionally, the landowner is working on a land use application for the site improvement.

**Recommended Action**

Consider a recommendation to the Board of Trustees for conditional use in a C2 zone as requested.





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

|   |                 |  |
|---|-----------------|--|
| <b>DATE:</b> January 2024                         | <b>ITEM NO.</b> | <b>SUBJECT:</b> Consider Recommendation on Application to Vacate Undeveloped Right of Way Petite Ave (Akers) |
| <b>Presented by:</b><br>Town Administrator /Clerk |                 |  |

**Background**

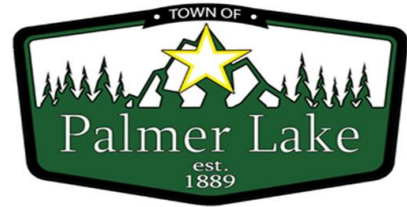
Landowners, Mr/s Akers have utilized and maintained undeveloped Petite Ave ROW as a private driveway. The landowners, with support of abutting property owners, are requesting the vacation of the ROW, which will also require a variance for street frontage and a change of address, which Akers are in favor of completing.

However, a staff review of this requested vacation resulted in no benefit to the town. Staff does not support the requested vacation due primarily to the limitations to access property beyond the Petite ROW. Although the further lots may be more difficult to develop, removing access for any emergency matter is not in the best interest of the town. Staff is unable to identify a benefit to support the request for the right of way vacation.

**Recommended Action**

Consider a recommendation to the Board of Trustees for conditional use in a C2 zone as requested.





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

|   |                 |   |
|---|-----------------|---|
| <b>DATE:</b> January 2024                         | <b>ITEM NO.</b> | <b>SUBJECT:</b> Consider Rezoning Request to RE – United Congregational Church (Ben Lomand) |
| <b>Presented by:</b><br>Town Administrator /Clerk |                 |   |

**Background**

This notice includes the annexation and zoning of El Paso County property to the Town of Palmer Lake and the rezoning is before the Planning Commission.

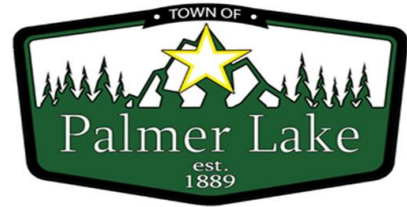
Manhard Consulting is the planning representative for United Congregational Church requesting to rezone to Residential Estate, minimum of 2.5 acre lots per the RE code. Currently, the town does not have specific plans for development other than the concept of a private residential development. Concurrently, the statutory process for the annexation and zoning of approximately 162 acres is taking place.

This rezoning is supported by staff contingent upon the approval of the annexation and zoning of approximately 181 acres from El Paso County.

**Recommended Action**

Consider a recommendation to the Board of Trustees to rezone to Residential Estate (RE) zoning district.





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

|   |                 |   |
|---|-----------------|---|
| <b>DATE:</b> January 2024                         | <b>ITEM NO.</b> | <b>SUBJECT:</b> Action on Sign Permit Application for Yak’s Motorcycle Maintenance and Repair |
| <b>Presented by:</b><br>Town Administrator /Clerk |                 |   |

**Background**

As PC members are aware, there are numerous pending sign permit applications on file.

Yak's motorcycle maintenance and repair has a completed application for review and consideration.

There are no concerns about this application.

**Recommended Action**

Approve the sign permit application as submitted for Yak's.





42 Valley Crescent  
PO Box 208  
Palmer Lake, CO 80133  
Phone: (719) 481-2953  
Fax: (719) 488-9305  
[www.townofpalmerlake.com](http://www.townofpalmerlake.com)

TOWN OFFICE USE ONLY

Item 9.

Date Received: 10-31-23 By: [Signature]  
Payment #: 2026 Fee: \$ 100.00  
☐ Approved By: \_\_\_\_\_  
☐ Denied Date: \_\_\_\_\_

## TOWN OF PALMER LAKE SIGN PERMIT APPLICATION

The following application is pursuant to Municipal Code Chapter 14.50 and must be completed for all types of signage in the Town of Palmer Lake. The application fee is \$100.00, which includes a nonrefundable \$15.00 fee for application processing, regardless of approval, denial, or applicant withdrawal.

The following documents must be submitted for this application to be considered:

- ☐ Completed Sign Permit Application
- ☐ Applicable fees
- ☐ Sketch of sign, including colors, dimensions, wording, and specific location of sign

This application and all required associated documents shall be submitted to the Town of Palmer Lake prior to scheduling before the Planning Commission. The Planning Commission meets monthly on the third Wednesday. Submission of application does not guarantee approval.

*Note: A minimum of 10 days is required to process this application.*

### APPLICANT/BUSINESS OWNER INFORMATION

Business Name/Owner: Yak's Motorcycle Maintenance and Detail Shop / Greg Nardone  
Phone: 719 357-8867 Email: creighton@yaksmmx.com / greg@yaksmmx.com  
Street Address: 84 Hwy 105 Unit 5 City: Palmer Lake State: CO Zip: 80133  
Legal Address: Lot(s): 40-50 Block: 33 Subdivision: Plat of Palmer Lake  
Mailing Address (if different than physical location): \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Applicant Name (if other than owner): Creighton Smith / Greg Nardone  
Phone: 719 600 8632 Email: creighton@yaksmmx.com  
Street Address: 241 Talus dr. City: Monument State: CO Zip: 80132



**SIGN & FEE INFORMATION**

The fee for this application is \$100.00. If requesting more than one sign, a separate application must be completed for each sign.

A sketch of the intended sign, including colors, dimensions, and location of the building or structure to which the sign will be attached, must be included with this application.

**TYPE OF SIGN** (check all that apply):

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Double-Faced | <input checked="" type="checkbox"/> Free-Standing | <input type="checkbox"/> Multi-Faced             |
| <input type="checkbox"/> Projecting              | <input type="checkbox"/> Single-Faced             | <input checked="" type="checkbox"/> Wall-Mounted |

**SIGN CATEGORY** (check all that apply):

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Comprehensive Sign Plan | <input type="checkbox"/> Directory Sign |
| <input type="checkbox"/> Marquee             | <input type="checkbox"/> Master Plan             | <input type="checkbox"/> PUD Sign       |
| <input type="checkbox"/> Temporary Sign      | <input type="checkbox"/> Other: _____            |   |

Sign Wording: Yak's Motorcycle Maintenance and Detail Shop 719 357 8867  
Yak's Motorcycle Parking, Sign on side of build

Specific Location of Sign: Sign Posts at street. Arch over garage door of unit

Dimensions of Sign: L 47" x W 47" x H 47" Dimensions of Sign Structure: L 6' x W 3" x H 3'

Colors: \_\_\_\_\_ Materials: \_\_\_\_\_

Will sign be illuminated? ☒ Yes ☐ No

If yes, describe: Small External Directed lighting

How will the sign be mounted/affixed? four points chain and Affixed to wall.

THIS APPLICATION HAS BEEN EXAMINED AND COMPLETED BY ME. ALL OF THE INFORMATION COMPLETED IN THIS APPLICATION AND ALL ATTACHMENTS ARE TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AM AWARE OF AND FULLY UNDERSTAND THE TOWN OF PALMER LAKE REGULATIONS.

[Signature]  
Signature

Craigton Smith  
Printed Name

6 Dec 23  
Date

**TOWN OFFICE USE ONLY**

Scheduled PC meeting date: \_\_\_\_\_





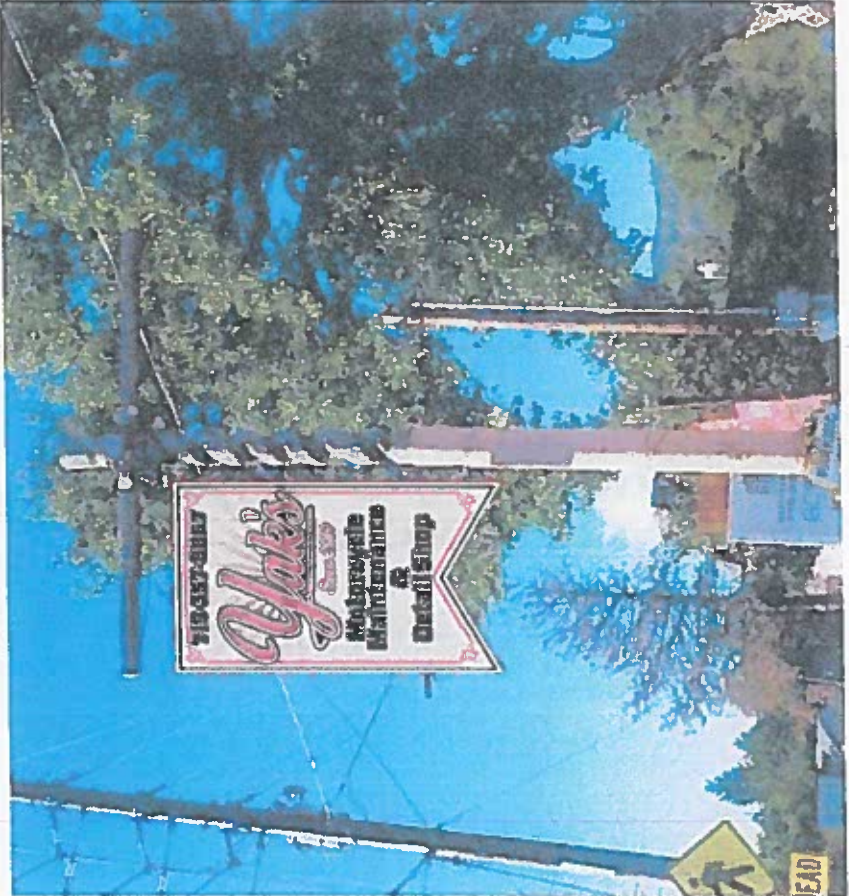
|                |                 |
|----------------|-----------------|
| JOB NAME       | YAKS MOTORCYCLE |
| CLIENT         | CREIGHTON       |
| ADDRESS        | PALMER LAKE     |
| DATE           | 12-12-23        |
| REVISION       | X               |
| REPRESENTATIVE | CHAD A. OLSON   |
| DESIGNER       | CHAD A. OLSON   |
| FILE           | FILE            |
| FILE           | 303-668-5541    |
| FILE           | CHAD@C4SIGN.COM |

THIS DRAWING WAS CREATED TO ASSIST YOU IN VISUALIZING OUR SIGNAGE. THE INFORMATION AND IDEAS EXPRESSED HEREIN ARE THE EXCLUSIVE PROPERTY OF C4 SIGN & DESIGN. PERMISSION TO COPY OR REUSE THIS DRAWING CAN ONLY BE OBTAINED THROUGH A WRITTEN AGREEMENT WITH C4 SIGN & DESIGN. CONTACT YOUR SALES REPRESENTATIVE AT THE OFFICES OF C4 SIGN & DESIGN. DISTRIBUTION OR EXHIBITION OF THIS ARTWORK BY ANYONE OTHER THAN THE USER OF THIS ARTWORK FOR THE PURPOSE OF THIS ARTWORK TO CONSTRUCT A SIGN SIMILAR TO THE EMBODED HEREIN IS EXPRESSLY FORBIDDEN. REPRODUCTION OF THIS ARTWORK WITHOUT THE PERMISSION FROM C4 SIGN & DESIGN, IS ILLEGAL, AND PUNISHABLE BY LAW.

ALL COPY IS INITIALLY CHECKED BY C4 SIGN & DESIGN. FINAL PROOFREADING AND CORRECTIONS ARE THE SOLE RESPONSIBILITY OF THE CLIENT. SUBSEQUENT REVISION WILL BE DONE AT CLIENTS EXPENSE. COLORS DEPICTED HERE ARE FOR REPRESENTATION ONLY. ACTUAL COLOR SAMPLES CAN BE OBTAINED FROM YOUR SALES REPRESENTATIVE UPON REQUEST. ALL DIMENSIONS ARE APPROXIMATE.

|                   |      |
|-------------------|------|
| CLIENT APPROVAL   | DATE |
| LANDLORD APPROVAL | DATE |

Item 9.  
Copyright 2019  
C4 Sign & Design, Inc.



QTY = 1  
D/F NON ILLUMINATED FLAG MOUNT DISPLAY  
SCALE: 3/4" = 1'  
1" ALUMINUM HIDDEN ALUMINUM FRAMEWORK  
ACM FACES OVERLAIN WITH DIGITALLY PRINTED GRAPHICS AS SHOWN  
CLEAR LAMINATION.  
INSTALL TO EXISTING POST AS SHOWN.





|                |                 |
|----------------|-----------------|
| JOB NAME       | YAKS MOTORCYCLE |
| CLIENT         | CREIGHTON       |
| ADDRESS        | PALMER LAKE     |
| DATE           | 12-12-23        |
| REVISION       | X               |
| REPRESENTATIVE | CHAD A. OLSON   |
| DESIGNER       | CHAD A. OLSON   |
| FILE           |                 |
| 303-668-5541   | CHAD@C4SIGN.COM |

THIS DRAWING WAS CREATED TO ASSIST YOU IN VISUALIZING OUR SIGNAGE PROPOSAL. THE ORIGINAL IDEAS EXPRESSED HEREIN ARE THE EXCLUSIVE PROPERTY OF C4 SIGN & DESIGN. PERMISSION TO COPY OR REUSE THIS DRAWING CAN ONLY BE OBTAINED THROUGH A WRITTEN AGREEMENT WITH OUR SALES REPRESENTATIVE. CONTACT YOUR SALES REPRESENTATIVE AT THE OFFICES OF C4 SIGN & DESIGN. DISTRIBUTION OR EXHIBITION OF THIS ARTWORK TO ANYONE OTHER THAN EMPLOYEES OF YOUR COMPANY OR USE OF THIS ARTWORK TO CONSTRUCT A SIGN SIMILAR TO THE EMBODIED HEREIN IS EXPRESSLY FORBIDDEN. REPRODUCTION OF THIS ARTWORK WITHOUT THE PERMISSION FROM C4 SIGN & DESIGN IS ILLEGAL AND PUNISHABLE BY LAW.

ALL COPY IS INITIALLY CHECKED BY C4 SIGN & DESIGN. FINAL PROOFREADING AND CORRECTIONS ARE THE SOLE RESPONSIBILITY OF THE CLIENT. SUBSEQUENT REVISION FOR TYPOGRAPHICAL ERROR WILL BE DONE AT CLIENTS EXPENSE. COLORS DEPICTED HERE ARE FOR REPRESENTATION ONLY. ACTUAL COLOR SHOWN ON SITE MAY VARY FROM OUR SALES REPRESENTATIVE UPON REQUEST. ALL DIMENSIONS ARE APPROXIMATE.

|                   |  |
|-------------------|--|
| CLIENT APPROVAL   |  |
| DATE              |  |
| LANDLORD APPROVAL |  |
| DATE              |  |

Item 9.  
Copyright 2019  
C4 Sign & Design



*Comment*  
\* 3/4" = 1"

QTY = 1  
S/F NON ILLUMINATED FLAG MOUNT DISPLAY  
SCALE: 3/4" = 1"  
ACM PANEL WITH DIGITALLY PRINTED GRAPHIC OVERLAY.  
CLEAR UV LAMINATION  
APPLY TO EXISTING S/F DISPLAY AS SHOWN





QTY = 1  
D/F NON ILLUMINATED FLAG MOUNT DISPLAY  
SCALE: 3/4' = 1'

1" ALUMINUM HIDDEN ALUMINUM FRAMEWORK  
ACM FACES OVERLAID WITH DIGITALLY PRINTED  
GRAPHICS AS SHOWN  
CLEAR LAMINATION.  
INSTALL TO EXISTING POST AS SHOWN.



|                        |                  |
|------------------------|------------------|
| <b>JOB NAME:</b>       |                  |
| YAKS MOTORCYCLE        |                  |
| <b>CLIENT:</b>         |                  |
| CREIGHTON              |                  |
| <b>ADDRESS:</b>        |                  |
| PALMER LAKE            |                  |
| <b>DATE:</b>           | <b>REVISION:</b> |
| 12-12-23               | X                |
| <b>REPRESENTATIVE:</b> |                  |
| CHAD A. OLSON          |                  |
| <b>DESIGNER:</b>       |                  |
| CHAD A. OLSON          |                  |
| <b>FILE:</b>           |                  |
| FILE                   |                  |
| <b>303-668-5541</b>    |                  |
| CHAD@C4SIGN.COM        |                  |

THIS DRAWING WAS CREATED TO ASSIST YOU IN VISUALIZING OUR SIGNAGE PROPOSAL. THE ORIGINAL IDEAS EXPRESSED HEREIN ARE THE EXCLUSIVE PROPERTY OF C4 SIGN & DESIGN. PERMISSION TO COPY OR REVISE THIS DRAWING CAN ONLY BE OBTAINED THROUGH A WRITTEN AGREEMENT WITH C4 SIGN & DESIGN. CONTACT YOUR SALES REPRESENTATIVE AT THE OFFICES OF C4 SIGN & DESIGN. DISTRIBUTION OR EXHIBITION OF THIS ARTWORK TO ANYONE OTHER THAN EMPLOYEES OF YOUR COMPANY, OR USE OF THIS ARTWORK TO CONSTRUCT A SIGN SIMILAR TO THE EMBODIED HEREIN IS EXPRESSLY FORBIDDEN. REPRODUCTION OF THIS ARTWORK WITHOUT THE PERMISSION FROM C4 SIGN & DESIGN, IS ILLEGAL, AND PUNISHABLE BY LAW.

ALL COPY IS INITIALLY CHECKED BY C4 SIGN & DESIGN. FINAL PROOFREADING AND CORRECTIONS ARE THE SOLE RESPONSIBILITY OF THE CLIENT. SUBSEQUENT REVISION FOR TYPOGRAPHICAL ERROR WILL BE DONE AT CLIENTS EXPENSE. COLORS DEPICTED HERE ARE FOR REPRESENTATION ONLY. ACTUAL COLOR SAMPLES CAN BE OBTAINED FROM YOUR SALES REPRESENTATIVE UPON REQUEST. ALL DIMENSIONS ARE APPROXIMATE.

|                           |  |
|---------------------------|--|
| <b>CLIENT APPROVAL:</b>   |  |
| X                         |  |
| DATE:                     |  |
| <b>LANDLORD APPROVAL:</b> |  |
| X                         |  |
| DATE:                     |  |





QTY = 1  
S/F NON ILLUMINATED FLAG MOUNT DISPLAY  
SCALE: 3/4' = 1'

ACM PANEL WITH DIGITALLY PRINTED GRAPHIC  
OVERLAY.  
CLEAR UV LAMINATION  
APPLY TO EXISTING S/F DISPLAY AS SHOWN



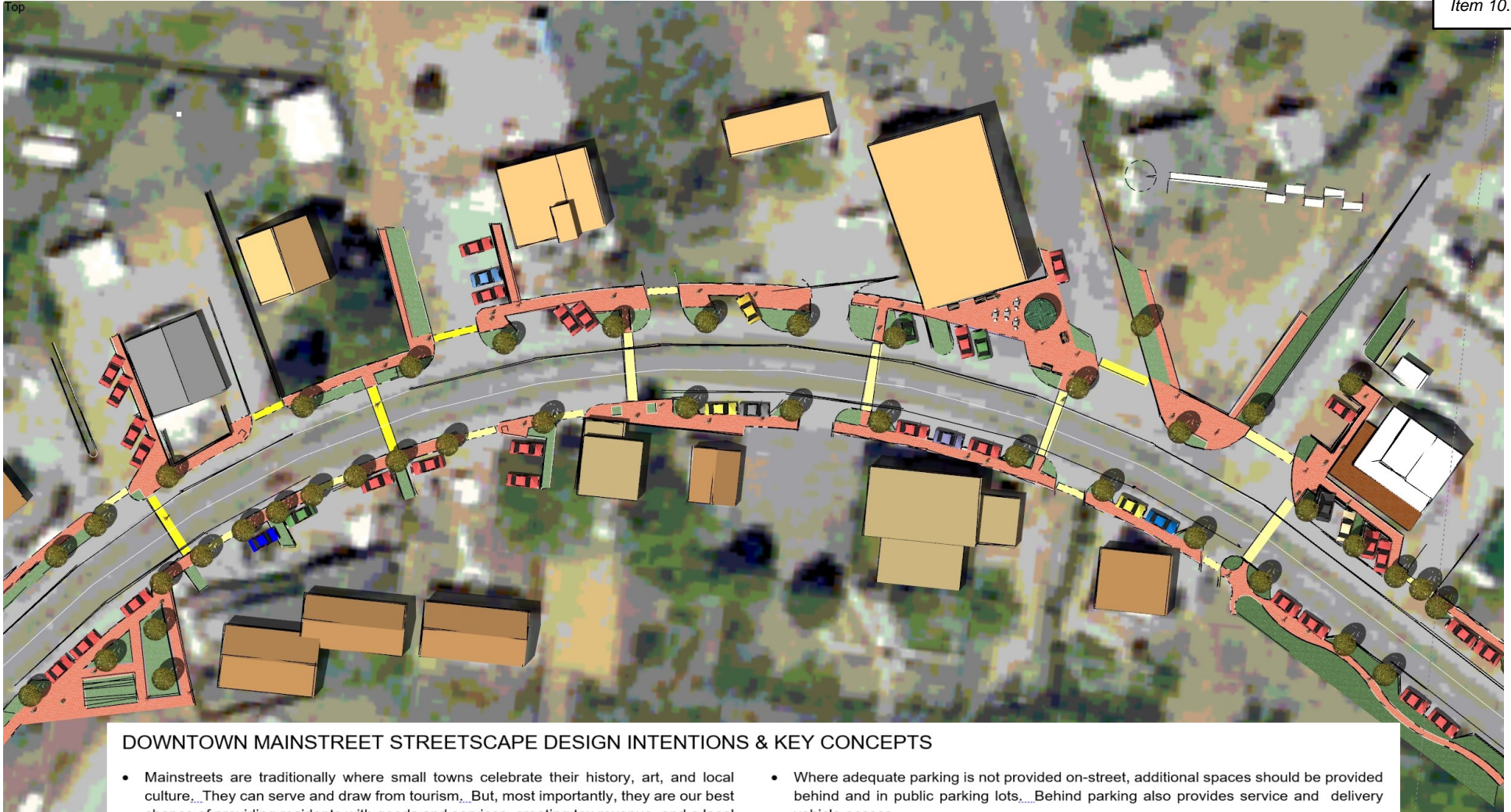
|                        |                  |
|------------------------|------------------|
| <b>JOB NAME:</b>       |                  |
| YAKS MOTORCYCLE        |                  |
| <b>CLIENT:</b>         |                  |
| CREIGHTON              |                  |
| <b>ADDRESS:</b>        |                  |
| PALMER LAKE            |                  |
| <b>DATE:</b>           | <b>REVISION:</b> |
| 12-12-23               | X                |
| <b>REPRESENTATIVE:</b> |                  |
| CHAD A. OLSON          |                  |
| <b>DESIGNER:</b>       |                  |
| CHAD A. OLSON          |                  |
| <b>FILE:</b>           |                  |
| FILE                   |                  |
| <b>303-668-5541</b>    |                  |
| CHAD@C4SIGN.COM        |                  |

THIS DRAWING WAS CREATED TO ASSIST YOU IN VISUALIZING OUR SIGNAGE PROPOSAL. THE ORIGINAL IDEAS EXPRESSED HEREIN ARE THE EXCLUSIVE PROPERTY OF C4 SIGN & DESIGN. PERMISSION TO COPY OR REVISE THIS DRAWING CAN ONLY BE OBTAINED THROUGH A WRITTEN AGREEMENT WITH C4 SIGN & DESIGN. CONTACT YOUR SALES REPRESENTATIVE AT THE OFFICES OF C4 SIGN & DESIGN. DISTRIBUTION OR EXHIBITION OF THIS ARTWORK TO ANYONE OTHER THAN EMPLOYEES OF YOUR COMPANY, OR USE OF THIS ARTWORK TO CONSTRUCT A SIGN SIMILAR TO THE EMBODIED HEREIN IS EXPRESSLY FORBIDDEN. REPRODUCTION OF THIS ARTWORK WITHOUT THE PERMISSION FROM C4 SIGN & DESIGN, IS ILLEGAL, AND PUNISHABLE BY LAW.

ALL COPY IS INITIALLY CHECKED BY C4 SIGN & DESIGN. FINAL PROOFREADING AND CORRECTIONS ARE THE SOLE RESPONSIBILITY OF THE CLIENT. SUBSEQUENT REVISION FOR TYPOGRAPHICAL ERROR WILL BE DONE AT CLIENTS EXPENSE. COLORS DEPICTED HERE ARE FOR REPRESENTATION ONLY. ACTUAL COLOR SAMPLES CAN BE OBTAINED FROM YOUR SALES REPRESENTATIVE UPON REQUEST. ALL DIMENSIONS ARE APPROXIMATE.

|                           |  |
|---------------------------|--|
| <b>CLIENT APPROVAL:</b>   |  |
| X                         |  |
| DATE:                     |  |
| <b>LANDLORD APPROVAL:</b> |  |
| X                         |  |
| DATE:                     |  |





### DOWNTOWN MAINSTREET STREETScape DESIGN INTENTIONS & KEY CONCEPTS

- Mainstreets are traditionally where small towns celebrate their history, art, and local culture....They can serve and draw from tourism, ...But, most importantly, they are our best chance of providing residents with goods and services, creating tax revenue, and a local economy while maintaining our small town feel.
- Successful mainstreets have 3 essential components: 1) on-street parking, 2) a pedestrian sidewalk, and 3) commercial storefronts.
- On-street parking provides parking of course, but is important as a roadway buffer that protects the pedestrian zone.]
- The sidewalk is the key component of placemaking....It is the interface between culture and commerce.
- Mainstreet parking lots should be limited in size to maintain pedestrian zone continuity and avoid an automobile environment that typifies strip development,.... Where they do occur, they should be screened with landscaping and entrance drive width should be narrow.
- Where adequate parking is not provided on-street, additional spaces should be provided behind and in public parking lots,....Behind parking also provides service and delivery vehicle access.
- Storefront awnings, ground level storefront transparency, and adequate space for "sidewalk café" areas must be included to attract shoppers.
- Street trees are encouraged to provide shade and enhance sense of place, ...They visually narrow the roadway which calms traffic enhancing safety.
- The Palmer Lake Mainstreet Development zone occurs along Co Hwy 105 from South Valley Rd on the south to Perry Park Rd on the north.
- Sidewalk fingers or islands can encompass parking, accommodate street trees, and create shorter safer crosswalks for the young and the old.
- TOPL must work with CDOT to develop policies that encourage mainstreets and discourage suburban strip development contrary to Palmer Lake's small town feel.
- Mainstreet development is the best way to provide Palmer Lake citizens with the goods and services we need, create tax revenue, and create a local economy.