



PLANNING COMMISSION

Wednesday, June 21, 2023 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 May 17, 2023 Meeting

Public Hearing

Chair will introduce the item and hear the request from the applicant. Chair will ask if any public member wishes to speak for or against the request. Public should address the Planning Commission members directly while members listen. Applicant may provide closing remarks and Commission members may ask questions of the applicant. Chair will close the hearing and Commission members then discuss the item and move a recommendation for the Board of Trustees. (If additional information or time is desired, Planning Commission may continue the hearing to a particular date.)

- [2.](#) Application for Conditional Use - Mixed Use Residential/Commercial (CC Zone) - Tax ID 7105214001
- [3.](#) Application to Vacate Portion of El Moro Right of Way (Block 26, Glen Park)
- [4.](#) Application to Vacate Bijou Ave Right of Way (Glen Park)
- [5.](#) Application to Replat Block 31 to Five Lots - Located at Buena Vista /Virginia

Business Items

- [6.](#) Update on Elephant Rock Property Master Plan Activity (Trustee Jessica Farr)
- [7.](#) Review Draft Sign Code

Public Comment

Please sign in, state your name and address for the record, and address the Commission on matters not on the agenda. Please note that the Commission will not take action on your comments but may refer it to staff or to a future agenda. Public members are allowed 3 minutes for comments. Thank you!

Next Meeting (July 19) and Future Items

Application for Conditional Use for Mixed Use Commercial/Residential (56 Hwy 105)

Application for Minor Subdivision - Rock Ridge Reserve

Adjourn to WORKSHOP (if needed) to Review/Discuss Draft Sign Code

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, May 17, 2023, at 5:00 PM

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

MINUTES

Call to Order. Vice Chair Fisher called the meeting to order at 5:00 pm.

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

Approval of Minutes

1. Minutes from February 22, 2023, Meeting. MOTION (Hutson, Bruce) to approve the minutes from the February 22 meeting. Motion PASSED (6-0).

Business Items

2. Consider Recommendation to Extend Temporary Conditional Use, 773 Highway 105 (Diacut / Hayco) – The property owner, Bruno Furrer of Diacut, requested an extension for the temporary conditional use of the property on behalf of tenant Hayco for one year with the possibility of extending it three years. Due to multiple circumstances, the tenant is not able to move from the property. Hayco's general manager, Mr. Loren Burlage, was questioned about the lack of screening on the property and his plans to screen the area. Mr. Burlage stated he did not have a plan to address screening. Discussion took place about the ongoing repair/replacement of fence posts and screening due to previous high winds. Town Clerk, Dawn Collins informed the Commission members that other than a question of screening on the fence, there were no complaints on file. Commissioner Hutson asked about the screening requirements in the approved conditional use. Collins stated screening was not included, only that the conditional use was to come back before the commission if additional time was requested for use. For new Commissioners, Collins explained when a conditional use is needed. Commissioners expressed concern that a three-year extension would set a precedent for others. Mr. Roger Moseley encouraged the Commission to follow the Town's zoning and ordinances. MOTION (Hutson, Miner) to recommend to the Board of Trustees extending the Temporary Conditional Use for an additional twelve (12) months. Motion PASSED (6-0).
3. Review Status of the Draft Sign Code - Commissioner Fischer stated they were making progress and hoped to have a draft tonight during their workshop. There was discussion concerning a consistent look across all documents. Commissioner Caves requested CMI's presence at the meetings/workshops. Collins explained that funds are limited, and the consultant is being used on other projects. However, CMI could possibly be brought into

meetings virtually. Collins also reminded the members there are several sign permit applications pending to come before the Commission.

4. Update - Land Use Code Critical Issues & DOLA Funds – Collins updated the members on her meeting with Todd Leopold of DOLA. They are expecting to see the Energy Impact grant award within the next week. Once the funds are received, an RFP will be issued to rewrite the critical issues within the code. She continues to work with DOLA for additional funds for a full rewrite of the code. She anticipates continuing this project in 2024. Next steps would be a critical issues workshop, which would be consultant driven. Collins conveyed CMI's request for clarification from the last workshop - does the commission prefer to have Subdivision and Zoning as one code called Zoning Regulations or to keep them separate? Staff recommended combining to one section. The Commission members mostly agreed to combine into one section.

Public Comment

Mr. Roger Moseley stated he is sensitive to the Town's housing issues. He wants the Commission to plan not just approve. He is concerned about the change of the original RA zoning to a PUD where Recovery Village was established and the subdivision of the 13 acres. He objects to the Elephant Rock Villas coming in and not abiding by the original RA zoning of the property. He thinks it goes against the Master Plan.

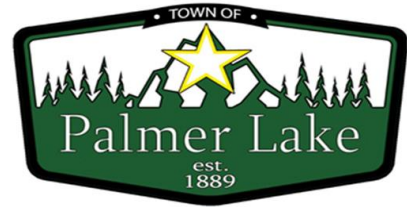
Next Meeting (June 21) and Future Items. Discussion took place about informing the members of upcoming applications and it was agreed to provide them as submitted. No action is needed.

- *Upcoming Review of Application for Conditional Use (parcel 7105214001)
- *Upcoming Review of Application(s) to Vacate Town ROW (El Maro, Bijou) and Replat Lots
- *Upcoming Review of PUD and Master Plan Submittal (Elephant Rock Villas)

Adjourn. MOTION (Zapalac, Miner) to adjourn at 5:46 pm. Motion passed.

Planning Commission Chair

ATTEST: _____
Julia Stambaugh, Deputy Town Clerk



Item 2.

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

DATE: June 21, 2023	ITEM NO.	SUBJECT: Application for Conditional Use – Mixed Use Res/Comm in CC Zone (Primrose/Columbine)
Presented by: Town Administrator /Clerk		

Background

This request is for a conditional use permit for the triangular parcel (tax ID 7105214001) at Primrose/Columbine (CC zone) for mixed use residential and commercial. The potential buyer and/or landowner will be in attendance to speak to this request.

Staff does not have concern of the *use*; however, staff does have concern for a planned development, which is two-fold –

- 1) visibility around a structure coming uphill on Primrose toward Columbine, and
- 2) parking regulations for development of the site.

Note: Where a commercial zoned property abuts residential zoning, the code states requirements for distance and screening for parking (Sec 17.84.010). Being a mixed use, code is unclear what code should be followed and, even with a variance for the lot size, it will be limiting to accommodate the parking regulations.

Actions to Consider

Review the request and consider recommendation for the Conditional Use permitting mixed use.

Options:

- Commission may approve the conditional use for the mixed use of commercial-residential and address the site development when a submittal is made; thus, recommending approval with a condition that the site development plan is referred to the Planning Commission. Add any other pertinent conditions.
- Commission may deny the conditional use for reasons stated in the motion to deny.
- Commission may request additional information and, therefore, continue the hearing to another meeting date.

NOTICE OF PUBLIC HEARING

TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on Wed., June 21, 2023, at 5 PM at the Town Hall, 28 Valley Crescent, Palmer Lake, to consider a Conditional Use application for a mixed use of residential dwelling and commercial office in a CC zone, located at Lots 1, 2, 3, Block 27, parcel ID 7105214001, at Primrose and Columbine. A recommendation will be made to the Board of Trustees on the same matter scheduled for Thu., June 22, 2023, 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

* Spoke with Julia

received
4-28-23 AX

Item 2.



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

Office Use Only	
Case Number:	_____
Date:	_____
Fees:	\$250.00 pd.
Check #:	_____
Rec'd By:	JS 4/28
Application Complete:	5/2 BOT

June PC BOT
6/21, 6/22
publish 5/24

Conditional Use Application Form

Name of Applicant/Property Owner: Applicant Curtis Claar / Owner Phillip David Haskett

Address: 6146 Mountain Brook St, Colorado Spgs CO 80923 Phone#: 719-494-9519

Email: curtis@claar.com

Name of Proposal: Request to for mixed usage per 17.38.020(K) Residential/Commercial Office

Legal Description or Address: LOTS 1, 2 + 3 BLK 27 PALMER LAKE AMD FIL (Tax Sched# 7105214001)

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: Ann Cleary Date: 4-27-2023

If the applicant is not the owner:

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

Owner - Print: Phillip David Hastott

Owner - Signature: [Signature] Date: 04-27-2023

Phillip David Haskett
Po Box 3761
Flagstaff, AZ 86003
928-310-8820

April 27, 2023

Letter of Authorization

Regarding: A Colorado property legally described real estate in the County of El Paso as Lots 1, 2 & 3 Blk 27 Palmer Lake Amd. Fil., known as: 0 Columbine Road, Palmer Lake, CO 80133

I am the owner of record for the referenced property. I hereby grant Curtis Claar or his agents or representatives permission to represent me and act on my behalf to request conditional use approval and variance approvals from the Town of Palmer Lake.

Phillip David Haskett
Printed Name (Phillip David Haskett)

Printed Name (Witness)

[Signature]
Signature (Phillip David Haskett)

Signature (Witness)

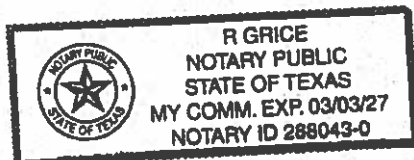
Location Signed

04-27-2023
Date Signed

State of Texas, County of Galveston

On this 26th day of April, 2023, before me personally appeared PHILLIP DAVID HASKETT whom I know personally, and acknowledged that he/she executed the same.

R. Grice 4-27-23
Notary Public



LETTER OF INTENT

6146 Mountain Brook St
Colorado Springs CO 80923
April 17, 2023

Town of Palmer Lake
42 Valley Crescent
PO Box 208
Palmer Lake, CO 80133

Re: Variance and Conditional Use Request for Columbine Rd triangle (Tax Sched 7105214001)

Attn: Dawn Collins

I will be requesting a Conditional Use approval to develop this property following the Zoning Ordinance for R-3. I will additionally be requesting a variance to allow that since the property is 3,850 square feet but the minimum lot size for R-3 is 5,000 square feet.

Prior to submitting the request to the Commission, I am requesting a meeting to make sure I'm following the correct processes.

Thanks,



Curtis Claar

LETTER OF INTENT

6146 Mountain Brook St.
Colorado Springs CO 80923
April 28, 2023

Town of Palmer Lake
42 Valley Crescent
PO Box 208
Palmer Lake, CO 80133

Re: Conditional Use Request for Columbine Rd triangle (Tax Sched 7105214001)

I am purchasing the 3,850-sqft vacant, triangle-shaped lot on the same block as the Post Office, in Old Town. The small lot size is in line with the small-town character of Palmer Lake and its unique shape gives it even more character. My plan is to move my electric vehicle charging network main office to Palmer Lake as well as my primary residence. I look forward to making Palmer Lake my home, both for my business and for me personally. I believe this move will be as beneficial for the Town as it will be for me.

The triangle has been sitting undeveloped for many years and is in the Old Town area where, based on the Master Plan, rather than sitting empty or being developed with strictly residential use, the Town would prefer to have development of businesses that bring a broad range of essential services to the town. Due to its unique size and shape, I am proposing a custom-designed, mixed-use building that will both serve as my residence and the main office for EV Trail (with a separate entrance and parking).

Additionally, to support one of the visions of the Town, I am proposing that I also build a public charging station. This service will meet the everyday convenience needs of residents as well as visitors, some of whom may initially visit the Town because of the charging station. While charging, visitors will have the opportunity to dine or recreate in Palmer Lake. Perhaps a small boost to sales tax revenues for the Town, but a boost, nonetheless. I believe this is a very effective use of this compact lot to add commercial services that deliver services to the community.

My intention is to design and build an attractive structure that will cover approximately 12% of the lot's space, well below the maximum allowed coverage of 75%. Arguably, to follow the historical pattern of smaller homes in the core area, the building will be small, but it will *not* be a tiny home or a trailer house. It will be custom-designed, site-built, and will have all amenities needed for comfortable living in the residential portion as well as sufficient amenities in the commercial office space. I anticipate two off-street parking spaces for residential use and three

off-street parking spaces to support the low-traffic office use and occasional electric vehicle charging.

I intend to connect to the Town's water and sewer systems located on Columbine Road and will fully comply with the terms and conditions set forth by the Town. Further, any signage to support EV Trail will fully comply with the terms and conditions set forth by the Town.

If the Town approves this conditional use request, before moving forward, I also anticipate requesting a variance on the lot size since the lot is smaller than the 6,600 square foot minimum for the CC Zone.

Your partnership to help advance this development project while bringing another business to Palmer Lake will be appreciated.

Summary:

1. The proposed development will add services to the community and will not detract from the look and feel of the neighborhood or the community.
2. The proposed use aligns with many vision statements found in the December 2022 Master Plan, largely related to the introduction of convenience service needs of visitors and residents, maintaining the historical pattern of smaller homes and compact commercial services, all while keeping with the small-town character.
3. The proposed use meets the required standards of the CC Zoning because mixed use is a conditional use in the CC Zone.
4. The proposed commercial office and electric vehicle charging station will have a de minimis impact on neighborhood traffic because the business is not a retail storefront and the charging use is limited based on the number of stalls.

Thanks for your consideration,



719-494-9519

Attachments:

- 02 Conditional Use Application
- 03 Letter of Authorization from the current owner of the property
- 04 Concept Site Plan
- 05 Rendering of house concept
- 06 EV Trail Certificate of Good Standing
- 07 EV Trail and Curtis Summary

CONCEPT SITE PLAN

All designs subject to change per requirements from architect, engineer, the Town of Palmer Lake, and Pikes Peak Regional Building Department



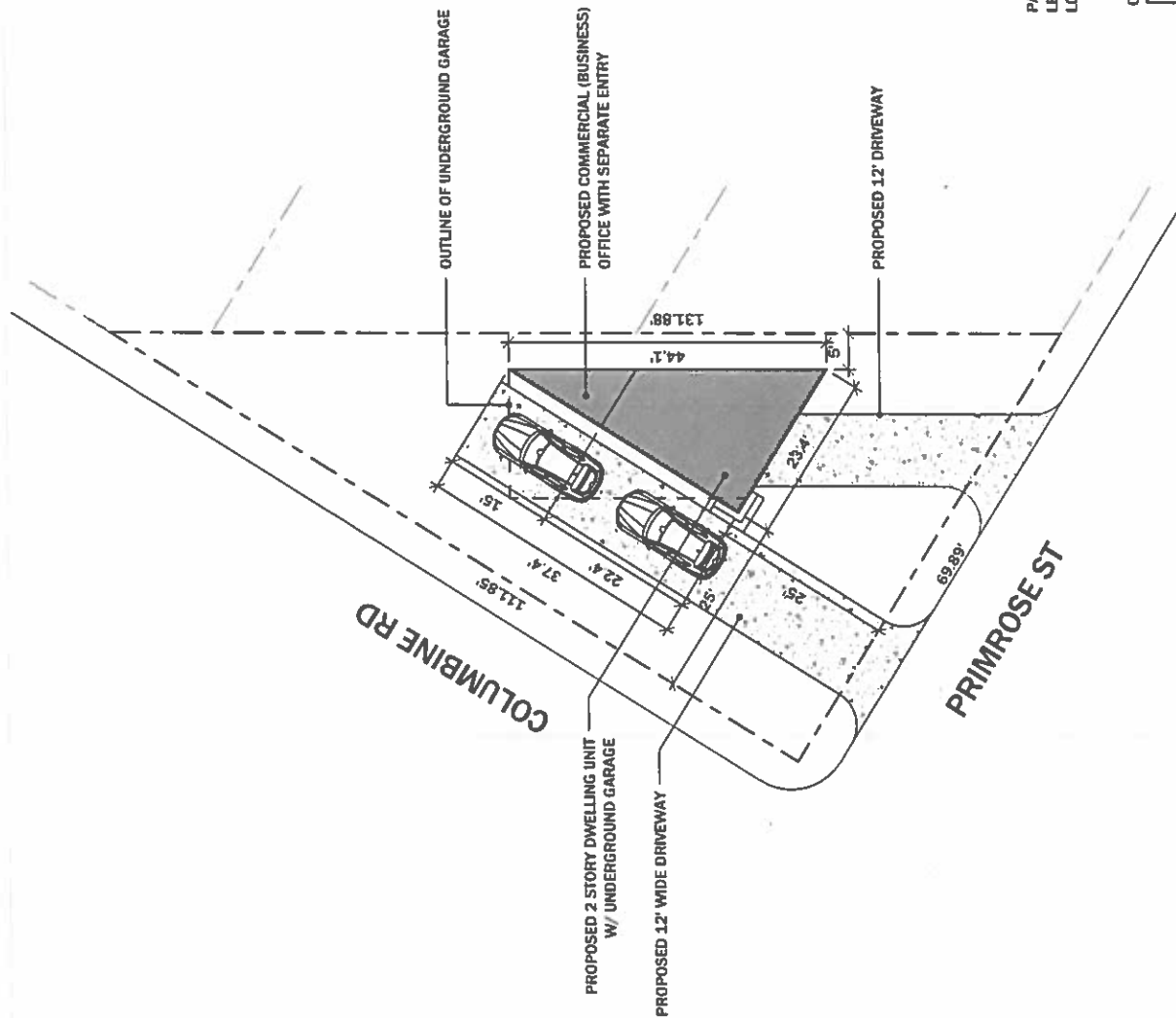
REVISION DATE

PROJECT:
Columbine Rd,
Palmer Lake, CO
80133

SITE PLAN

SCALE: 1/16" = 1'-0"

C-1

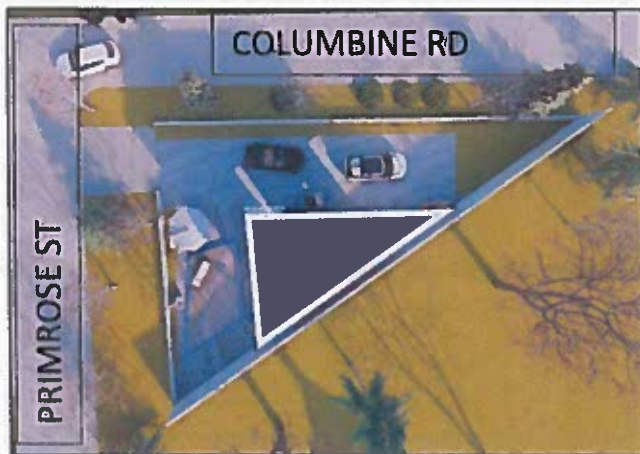
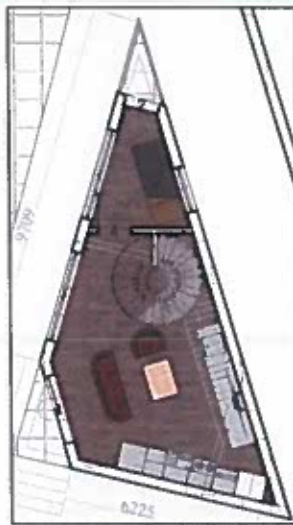
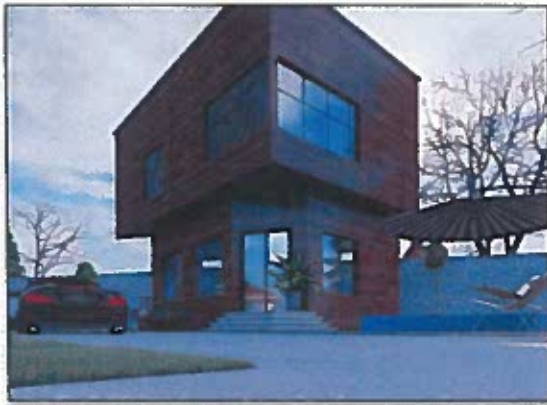
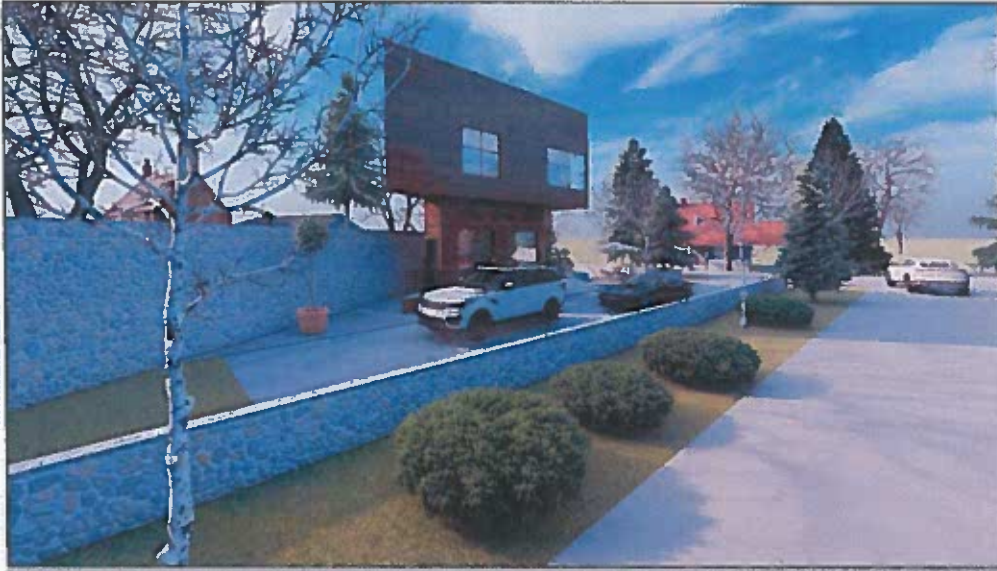


PARCEL: 7105214001
LEGAL DESCRIPTION: LOTS 1, 2 + 3 BLK 27 PALMER LAKE AMD FIL
LOT AREA: 3850 SQFT



Proposed Mix-Used
of the Triangle at
Primrose and Columbine

Building concept renderings



All designs subject to change per requirements from architect, engineer, the Town of Palmer Lake, and Pikes Peak Regional Building Department

The EV Trail Journey

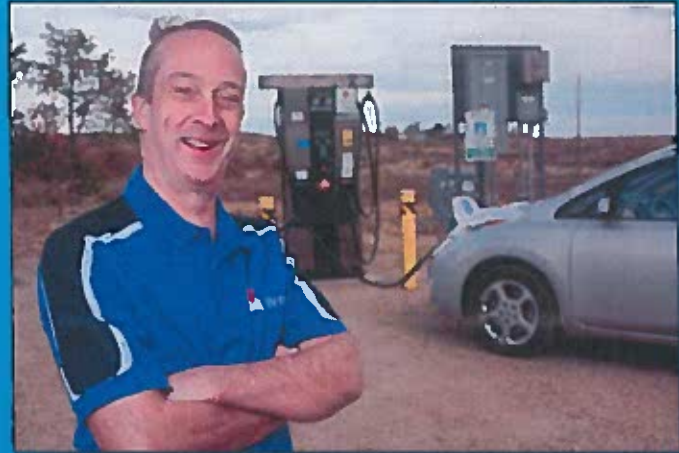
Innovating thru a pandemic



◀ 2018 – Curtis learned the hard way there were no fast chargers in Wyoming when his battery died during a blizzard.



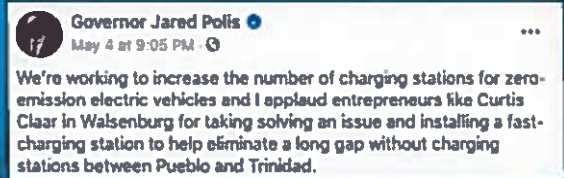
◀ 2019 – research for custom EV charger manufacturers spanned 5+ continents



Curtis Claar and EV Trail installed the first DC Fast Charger in Huerfano County Colorado and cut the largest charging gap on Colorado's I-25 in half.



◀ 2020 – the COVID-19 pandemic cancelled supplier trips to China and Israel and almost stopped project.



▲ 2021 – the Governor supports our work towards our goal.



▲ 2020 – developed first-of-its-kind payment software to use the universal Open Charge Point Protocol to communicate with EV chargers.



◀ 2021 – the installation effort became a family project with assistance from Curtis' father.

▼ May 2021 – went live expecting 1-2 charge sessions per month and now averaging 3-4 per day.

▶ Earth Day 2021 – ribbon cutting for the first EV charging station in Huerfano County attracted public officials from multiple agencies.



833-44-TRAIL
evtrail.com

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

EV Trail LLC

is a

Limited Liability Company

formed or registered on 10/29/2018 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20181856507 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 04/21/2023 that have been posted, and by documents delivered to this office electronically through 04/28/2023 @ 08:28:36 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 04/28/2023 @ 08:28:36 in accordance with applicable law. This certificate is assigned Confirmation Number 14917370 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

17.52.010. - Permitted uses.

Permitted uses in the CC zone are as follows:

- (1) Restaurants.
- (2) Service establishments, such as barbershops and beauty shops, watch and jewelry repair, pharmacies, pick-up stations for laundry or dry cleaning.
- (3) Commercial (business) offices, including realty, insurance and travel agencies.
- (4) Retail stores, including only the following: drug, clothing, boutiques, sporting goods, books, small grocery, antiques, gift, crafts, small office supply, bakery, print shops, furniture and florist.
- (5) Art, photographic, health, dance and music studios.
- (6) Day care centers.
- (7) Nursing homes, housing ten or fewer full-time residents.
- (8) Bed and breakfast establishments, having ten or fewer rooms.
- (9) Private or government owned community buildings such as libraries, parks, museums, art galleries and post offices.
- (10) Medical and dental clinics/offices.
- (11) Funeral homes and mortuaries.

(Code 1973, § 17.38.010; Ord. No. 3-1995, § 2, 1995; Ord. No. 7-1999, § 1, 1999; Ord. No. 18-2000, § 18, 2000)

17.52.020. - Conditional uses.

Conditional uses in the CC zone are as follows:

- (1) Educational institutions.
- (2) Religious institutions.
- (3) Licensed liquor and beer outlets.
- (4) Hotel/motel.
- (5) Light equipment sales and repair shops.
- (6) Public and semi-public uses.
- (7) Cabinetry, wood crafting shop.
- (8) Nonprofit organizations.
- (9) Video rental stores.

Nursing homes, housing 11 or more full-time residents.

- (11) Mixed-residential dwelling and commercial use occurring in the same building.
- (12) Single-family and multifamily uses (R10,000, R3 and R4 subject to all requirements of those particular zones).
- (13) Other such uses as listed and permitted which are not more detrimental, as determined by the planning commission and board of trustees.

(Code 1973, § 17.38.020; Ord. No. 18-2000, § 19, 2000)

17.52.030. - Lot sizes and dimensions.

(a) The sizes and dimensions of a lot in a CC 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. See section 17.44.030.

(Code 1973, § 17.38.030; Ord. No. 3-1995, § 4, 1995)

17.52.040. - Structure height and area.

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

- (1) Maximum building height: not to exceed 30 feet.
- (2) Maximum area covered by structure: not to exceed 75 percent of lot.

(Code 1973, § 17.38.040; Ord. No. 3-1995, § 5, 1995)

17.52.050. - Required off-street parking and loading.

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

(Code 1973, § 17.38.050; Ord. No. 3-1995, § 6, 1995)

17.52.060. - Signs.

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

(Code 1973, § 17.38.060; Ord. No. 3-1995, § 7, 1995; Ord. No. 18-2000, § 20, 2000)

17.52.070. - 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, § 17.38.070; Ord. No. 3-1995, § 8, 1995; Ord. No. 18-2000, § 21, 2000)

17.52.080. - 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.

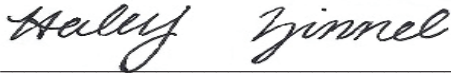
(Code 1973, § 17.38.080; Ord. No. 3-1995, § 9, 1995)

AFFIDAVIT OF PUBLICATION

STATE OF COLORADO
COUNTY OF El Paso

I, Haley Zinnel, being first duly sworn, deposes and says that he 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 05/31/2023**

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.



Haley Zinnel
Sales Center Agent

Subscribed and sworn to me this 05/31/2023, at said City of Colorado Springs, El Paso County, Colorado.

My commission expires June 23, 2026.



Karen Hogan
Notary Public
The Gazette

KAREN HOGAN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20224024441
MY COMMISSION EXPIRES 06/23/2026

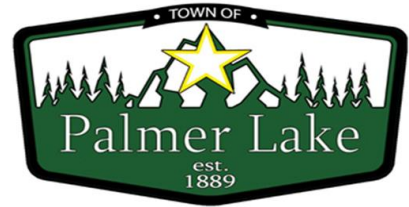
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PUBLIC NOTICE

NOTICE OF PUBLIC HEARING
TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on Wed., June 21, 2023, at 5 PM at the Town Hall, 28 Valley Crescent, Palmer Lake, to consider a Conditional Use application for a mixed use of residential dwelling and commercial office in a CC zone, located at Lots 1, 2, 3, Block 27, parcel ID 7105214001, at Primrose and Columbine. A recommendation will be made to the Board of Trustees on the same matter scheduled for Thu., June 22, 2023, 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

Published in the Tri-Lakes Tribune May 31, 2023.



Item 3.

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

DATE: June 21, 2023	ITEM NO.	SUBJECT: Application to Vacate Portion of El Moro Town Right of Way – Powell and Duran Walton Ventures
Presented by: Town Administrator /Clerk		

Background

This request is to vacate the remaining portion of El Moro platted ROW (undeveloped roadway), which a portion was previously vacated. The intent is to decrease density and development in the area. Abutting property owners Cindy Powell and Duran Walton Ventures agree and have included letters supporting the ROW vacation. One abutting property owner has not responded to the notice, and it is suggested by Town legal to include a permanent trail easement (about 10 ft) along said property as highlighted in orange.

The applicants will be in attendance to speak to this request.

Staff does not have any issue with this request and supports the vacation with the condition that landowners eliminate or reduce internal lot lines due to reduced access and include the walking easement of 10 ft to the plat.

Action to Consider

Review the request and move on a recommendation for the requested vacation of El Moro ROW with the condition to eliminate/reduce internal lot lines and file the recording with a 10 ft easement.



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

Office Use Only	
Case Number:	_____
Date:	_____
Fees:	\$500.00 <i>pd.</i>
Check #:	<i>CP</i>
Rec'd By:	<i>[Signature]</i>
<i>Note: A minimum of ten days are required to process this application</i>	

Right-of-Way Application

Name of Applicant/Property Owner: Cindy Powell / Duran Walton Ventures LLC
 Address: 347 Buena Vista Ave / PO Box 1005 Phone#: 719-482-5480
 Email: Cindyeducate@yahoo.com / msgstmaria@live.com

Name of Proposal: Vacate El Moro Ave

Legal Description or Address: lots 12, 13, 14 in Block 26 in Glen Park in Town of Palmer Lake, County of El Paso, State of Colorado / lot 20, lot 11, lot 19, lot 18, lot 17

(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: Cindy Powell Date: June 15, 2023

Applicant Signature: _____ Date: _____
(if needed)

If the applicant is not the owner:

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

Owner – Print: _____

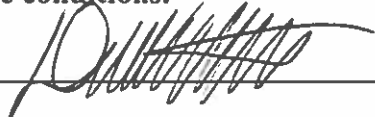
Owner – Signature: _____ Date: _____

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:** 16 JUN 23

Applicant Signature: _____ **Date:** _____
(if needed)

If the applicant is not the owner:

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

Owner – Print: _____

Owner – Signature: _____ **Date:** _____

Intent to Vacate El Moro Road

I currently own lots 5, 6, 7, 12, 13, and 14 off Buena Vista Avenue. Lots 12, 13, and 14 are adjacent to the El Moro road which has never been used as a road. My two neighbors Jenny Day and Garcia Woods already have this road vacated adjacent to their lands.

I would like to vacate this road which will add either 10 or 20 feet, depending upon neighbor, to add the natural land that I own. I have no intent to build on this land.

Cindy Powell

347 Buena Vista Ave

Palmer Lake, CO. 80133

Duran Walton Ventures LLC
PO Box 1005
Palmer Lake, CO 80133
msgs4maria@live.com

November 28, 2022

Town of Palmer Lake
42 Valley Crescent
PO Box 208
Palmer Lake, CO 80133

To the Town of Palmer Lake:

Duran Walton Ventures LLC is requesting to vacate the right of way of Bijou Avenue and El Moro Avenue in conjunction with Cindy Powell.

Vacate Bijou Ave

As our properties are the only properties that abut Bijou, we are looking to vacate Bijou Ave. The properties we own that border the properties are: LOTS 10 TO 11 INC BLK 26 GLEN PARK PALMER LAKE; LOT 1 INC LOT 20 BLK 31 GLEN PARK PALMER LAKE; LOT 18 INC BLK 31 GLEN PARK PALMER LAKE.

Vacate El Moro Ave

We are looking to vacate El Moro Ave in conjunction with Cindy Powell. Our properties that border El Moro are: LOT 11 INC BLK 26 GLEN PARK PALMER LAKE; LOT 19 AND 20 BLK INC 31 GLEN PARK PALMER LAKE; LOT 17 AND 18 INC BLK 31 GLEN PARK PALMER LAKE.

Please feel free to contact Maria Duran regarding this request or if more information is needed.

Cordially,
Maria Duran
719-659-7149

Re: Vacate El Moro

From: Cindy Powell (cindyeducate@yahoo.com)

To: jday@lewispalmer.org

Date: Thursday, July 7, 2022 at 06:21 AM MDT

Thanks!

Sent from Yahoo Mail for iPhone

On Wednesday, July 6, 2022, 23:02, Jennifer Day <jday@lewispalmer.org> wrote:

Cindy has my permission to vacate El Moro Road.

Jenny Day

On Wed, Jul 6, 2022 at 4:24 PM garcia wood <woodanimals@gmail.com> wrote:

Cindy has my permission to vacate El Moro Rd.

Garcia Wood
TideWater Equine Massage ESMT II
woodanimals@gmail.com
720-635-8100

On Wed, Jul 6, 2022, 2:52 PM Cindy Powell <cindyeducate@yahoo.com> wrote:

Hi. I am in the process of getting permission to vacate the El Moro road behind my house. This "road" is already vacated behind your houses.

I need permission from you to vacate this road and this permission needs to be sent to Dawn Collins our town clerk.

Thank you!!

Sent from Yahoo Mail for iPhone

--
Jenny Day
Lewis-Palmer School District 38
Leadership and Learning Coach

"Start where you are. Use what you have. Do what you can." - Arthur Ashe

Re: Vacate El Moro

From: garcia wood (woodanimals@gmail.com)
To: cindyeducate@yahoo.com
Cc: jday@lewispalmer.org; dawn@palmer-lake.org
Date: Wednesday, July 6, 2022 at 04:24 PM MDT

Cindy has my permission to vacate El Moro Rd.

Garcia Wood
TideWater Equine Massage ESMT II
woodanimals@gmail.com
720-635-8100

On Wed, Jul 6, 2022, 2:52 PM Cindy Powell <cindyeducate@yahoo.com> wrote:

Hi. I am in the process of getting permission to vacate the El Moro road behind my house. This "road" is already vacated behind your houses.

I need permission from you to vacate this road and this permission needs to be sent to Dawn Collins our town clerk.

Thank you!!

Sent from Yahoo Mail for iPhone

Cindy Powell
347 Buena Vista Ave
PO Box 1014
Palmer Lake, CO. 80133
14 July 2022

Jessica & Nelson Lacsina
7601 Rushing Wind Grv
Colorado Springs, CO. 80908

Greetings. On May 4, 2022, you purchased a home located at 462 Virginia Avenue in Palmer Lake. Located behind this property adjacent to your lots 5, 6 and 7 is a road that has never been used and its name is El Moro Ave. This "road" is directly outside of the chain-link fence bordering the back yard of your property. Vacating this road will not affect STR guests parking and entering the building from the rear.

I own the property adjacent to this and my lots that border this road are 12, 13 and 14. This El Moro road has been vacated just north of both of our properties. I am requesting to vacate this road.

There are two options:

- Split the road in half so each of our properties gains 10 feet. We would split the \$500 processing fee with the Town of Palmer Lake and also the survey (~ \$400)
- Allow all 20 feet to be annexed to my property and I pay all of the costs.

Before I can proceed I need ⁱⁿ writing permission to vacate this road and also which of the above options you prefer. My phone number is 719-482-5481 and email: cindyeducate@yahoo.com.

I thank you for your time. Have a great day!

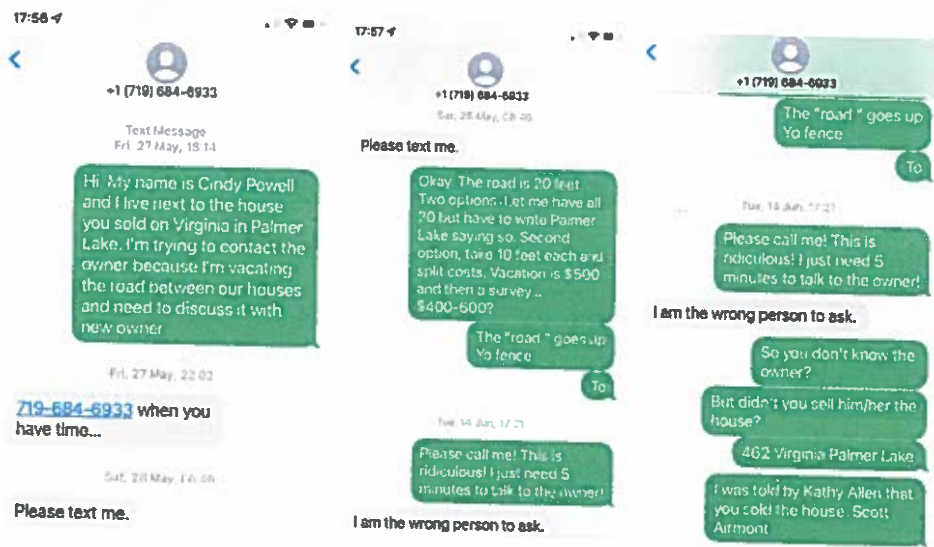
Cindy Powell

Vacation of El Moro

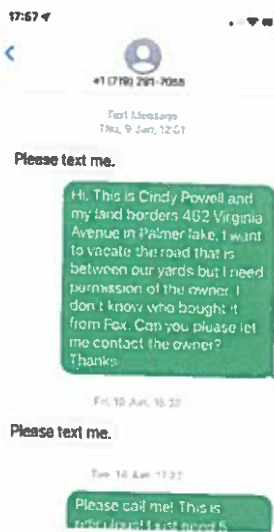
El Moro road is located between my home at 347 Buena Vista Ave. and 462 Virginia Ave. The house at 462 Virginia Avenue was sold to a Jessica and Nelsen Lacsina on May 4, 2022. I have tried numerous times to contact the owner to discuss the vacation of the road between our properties. The best I can tell with my research is that this is a corporation with no contact number and this property is operated as a STR.

Record of Contact Attempts:

I first tried contacting the real estate agent, Scott Airmont, as I was told by Raspberry Realty that he sold the house. I tried calling (May 27, 28 and June 14) and texting and he would not reply. I looked on his real estate page and he had sold this house. Here are the text messages:



I then approached a woman who cleans the house in between Airbnb guests and she gave me the phone number for Tony who is the property manager. I met the same stonewalling. I also called him twice May 28 and June 14.



Dawn Collins

From: Maria Duran <msgs4maria@live.com>
Sent: Friday, December 9, 2022 2:15 PM
To: Dawn Collins
Cc: drewwalton@reagan.com; Cindy Powell
Subject: Letter to the Lacsinas
Attachments: Letter to the Lacsinas.doc; Certification for Letter to Lacsinas.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

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

Hello Dawn,

I sent a certified letter to the Lacsinas address on the El Paso County website. It was undeliverable after 2 attempts. Attached is the letter, the mail receipt and the online information regarding the attempt to deliver.

Cordially,
Maria Duran
Duran Walton Ventures LLC



entures, LLC

November 29, 2022

Nelson & Jessica Lacsina
7601 Rushing Wind Grv.
Colorado Springs, CO 80908

Dear Nelson and Jessica:

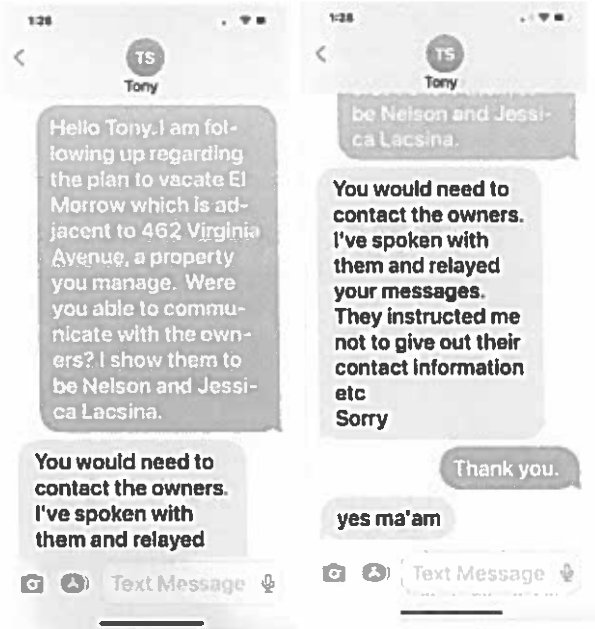
My name is Maria Duran and I am working on behalf of Duran Walton Ventures LLC to vacate the right of way of El Moro Avenue. Duran Walton Ventures LLC owns land that abuts El Moro Avenue. I am working with Dawn Collins, the Town Administrator/Clerk for the Town of Palmer Lake, to make this request of the Town. This unused road also abuts your property, 462 Virginia, Palmer Lake, CO. The request to vacate directly affects your property.

I am writing this letter with goal of discussing and showing you the current plans. I have contacted and emailed Tony Semadani, as he is the manager of the property in order to reach you both. Please feel free to contact me or Dawn regarding our vacate request.

Cordially,

Maria Duran
719-659-7149
msgs4maria@live.com

This is a text between Tony Semadeni and Maria Duran on January 2, 2023. Tony has been instructed, by the Lacsinas, not to give out their Information. I spoke with him directly on October 28, 2022. I asked him to let the Lacsinas know what we are doing and to give them my number. I also let him know that they could contact The Town of Palmer Lake directly for information.



I have done the following to contact the Lacsinas:

- Sent a certified mail to their address listed on the El Paso County Assessors site that was undeliverable (sent in a previous email)
- Spoken, emailed and texted with the Lacsina's property manager with information regarding the intent to vacate, my contact information and a request for them to at least call The Town of Palmer Lake for information.

Cindy Powell has also done her best to contact them via email and in person. I believe we have done our due diligence.

I would like to move forward to vacate the two streets with the property going to Cindy Powell and Duran Walton Ventures LLC as specified on the drawings we gave Dawn. Please let me know if that is doable.

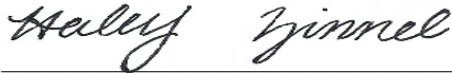
Cordially,
Maria L Duran

AFFIDAVIT OF PUBLICATION

STATE OF COLORADO
COUNTY OF El Paso

I, Haley Zinnel, being first duly sworn, deposes and says that he 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 05/31/2023**

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.



Haley Zinnel
Sales Center Agent

Subscribed and sworn to me this 05/31/2023, at said City of Colorado Springs, El Paso County, Colorado.

My commission expires June 23, 2026.



Karen Hogan
Notary Public
The Gazette

KAREN HOGAN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20224024441
MY COMMISSION EXPIRES 06/23/2026

Document Authentication Number
20224024441-747521

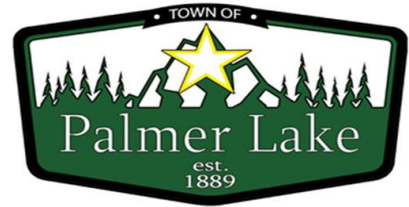
PUBLIC NOTICE

NOTICE OF PUBLIC HEARING
TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on June 21, 2023, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider a request to vacate a portion of right of way, El Moro Ave, in Block 26 Glen Park. A recommendation will be made to the Board of Trustees on the same matter scheduled to be heard on June 22, 2023, 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

Published in the Tri-Lakes Tribune May 31, 2023.



Item 4.

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

DATE: June 21, 2023	ITEM NO.	SUBJECT: Application to Vacate Bijou Ave Town Right of Way – Duran Walton Ventures
Presented by: Town Administrator /Clerk		

Background

This request is to vacate the small portion of Bijou Ave, platted undeveloped roadway. The intent is to replat the landowner property to decrease overall density in the area. There is currently a water line in the ROW, which the applicant will pay for relocating to Virginia. Per the water department, this is a better service to the existing residents.

The applicant will be in attendance to speak to this request.

Staff does not have issues with this request and supports the vacation with the condition that the applicant fund the relocation of the water line within one year of the approved filing, as offered by the applicant.

Subsequent to this approval, the applicant will request a replat of the parcels.

Action to Consider

Review the request and move on a recommendation for the requested vacation of Bijou ROW, including a condition to fund the water line relocation within one year.



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

Office Use Only	
Case Number:	_____
Date:	<u>3/22/23</u>
Fees:	<u>\$500.00</u> <i>pd</i>
Check #:	_____
Rec'd By:	<u>[Signature]</u>
<i>Note: A minimum of ten days are required to process this application</i>	

Right-of-Way Application

Name of Applicant/Property Owner: Duran Watton Venture LLC
 Address: PO Box 1005, Palmer Lake Phone#: 719-659-7149
-646-9033
 Email: msjgs4mariaa@live.com

Name of Proposal: Vacate Bijou Ave

Legal Description or Address: Lots 10, 11, 1, 20 Glen Park Palmer Lake

(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:** 2/22/23

Applicant Signature: _____ **Date:** _____
(if needed)

If the applicant is not the owner:

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

Owner – Print: Maria Duran – Duran Walto Ventures LLC

Owner – Signature:  **Date:** 2/22/23

Duran Walton Ventures LLC

PO Box 1005 Palmer Lake, CO 80133 • msgs4maria@live.com • 719-646-9034 • 719-659-7149

February 22, 2023

Town of Palmer Lake
42 Valley Crescent
PO Box 208
Palmer Lake, CO 80133

RE: VACATE BIJOU AVENUE

To the Town of Palmer Lake:

Duran Walton Ventures LLC is requesting to vacate the right of way of Bijou Avenue. The long term goal is to replat the existing undeveloped lots to benefit of The Town of Palmer Lake and Duran Walton Ventures. We are looking to relocate the current waterline that runs under Bijou and move it to along Virginia. Drawings will be provided. We plan to pay for the movement of the water line.

Our properties are the only properties that abut Bijou Avenue. The properties we own that border Bijou are: LOTS 10 TO 11 INC BLK 26 GLEN PARK PALMER LAKE; LOT 1 INC LOT 20 BLK 31 GLEN PARK PALMER LAKE; and possibly LOT 19 INC BLK 31 GLEN PARK PALMER LAKE.

Please feel free to contact Maria Duran regarding this request or if more information is needed.

Cordially,
Maria Duran
719-659-7149

Duran Walton Ventures LLC
PO Box 1005
Palmer Lake, CO 80133
msgs4maria@live.com

November 28, 2022

Town of Palmer Lake
42 Valley Crescent
PO Box 208
Palmer Lake, CO 80133

To the Town of Palmer Lake:

Duran Walton Ventures LLC is requesting to vacate the right of way of Bijou Avenue and El Moro Avenue in conjunction with Cindy Powell.

Vacate Bijou Ave

As our properties are the only properties that abut Bijou, we are looking to vacate Bijou Ave. The properties we own that border the properties are: LOTS 10 TO 11 INC BLK 26 GLEN PARK PALMER LAKE; LOT 1 INC LOT 20 BLK 31 GLEN PARK PALMER LAKE; LOT 18 INC BLK 31 GLEN PARK PALMER LAKE.

Vacate El Moro Ave

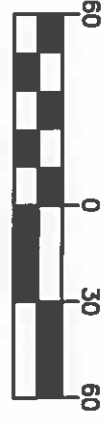
We are looking to vacate El Moro Ave in conjunction with Cindy Powell. Our properties that border El Moro are: LOT 11 INC BLK 26 GLEN PARK PALMER LAKE; LOT 19 AND 20 BLK INC 31 GLEN PARK PALMER LAKE; LOT 17 AND 18 INC BLK 31 GLEN PARK PALMER LAKE.

Please feel free to contact Maria Duran regarding this request or if more information is needed.

Cordially,
Maria Duran
719-659-7149



GRAPHIC SCALE



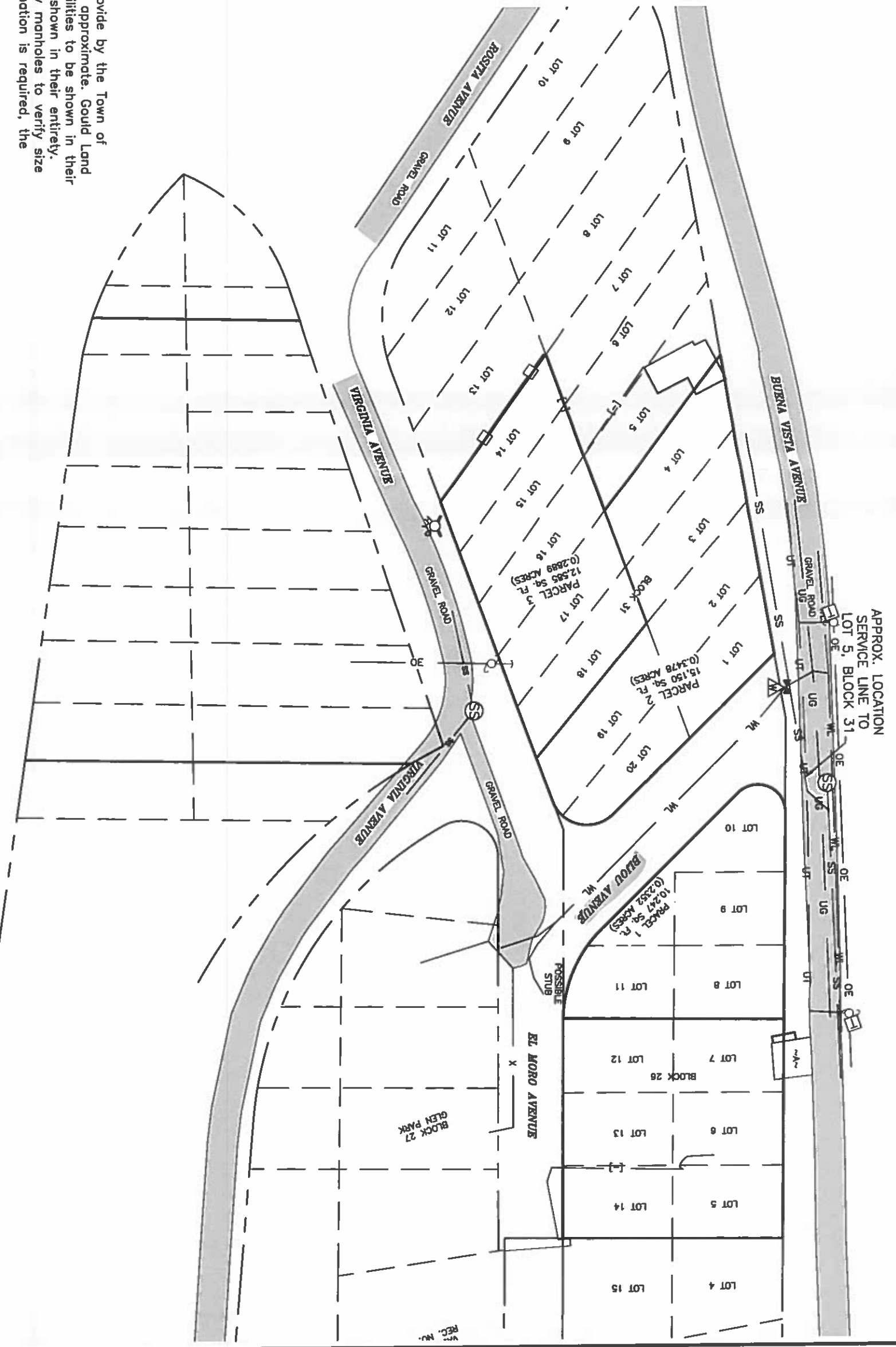
(IN FEET)
1 inch = 60 ft.

LEGEND:

- Boundary Monument Found
- ⊗ Sanitary Sewer Manhole
- ⋈ Water Valve
- ⚙ Water Meter
- ⚡ Fire Hydrant
- ⌚ Overhead Electric Line
- ⌚ Utility Pole
- Guy Line
- WL — Undergroung Water Line
- UC — Underground Gas Line
- UR — Undergroud Telephone Line
- Wire Strand Fence
- [-] [-] [-] Split Rail Fence

NOTE:

The sanitary and water located shown hereon were provide by the Town of Palmer Lake water and sanitation department and are approximate. Gould Land Surveying, LLC does not guaranty said underground utilities to be shown in their exact location and that said underground utilities are shown in their entirety. Gould Land Surveying, LLC did not physically enter any manholes to verify size and material. Where additional or more detailed information is required, the client is advised that excavation may be necessary.



GOULD
LAND SURVEYING

P.O. Box 7123
Woodland Park, CO 80863
(719) 687-8385
info@goulds.com
www.GouldLandSurveying.com

UTILITIES EXHIBIT
BLOCKS 26, 28 & 31, GLEN PARK

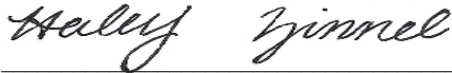
Project No.: 22056
September 23, 2022
Rev.: May 8, 2023

AFFIDAVIT OF PUBLICATION

STATE OF COLORADO
COUNTY OF El Paso

I, Haley Zinnel, being first duly sworn, deposes and says that he 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 05/31/2023**

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.



Haley Zinnel
Sales Center Agent

Subscribed and sworn to me this 05/31/2023, at said City of Colorado Springs, El Paso County, Colorado.

My commission expires June 23, 2026.



Karen Hogan
Notary Public
The Gazette

KAREN HOGAN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20224024441
MY COMMISSION EXPIRES 06/23/2026

Document Authentication Number
20224024441-746992

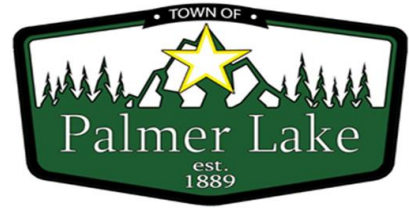
PUBLIC NOTICE

NOTICE OF PUBLIC HEARING
TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on June 21, 2023, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider a request to vacate a right of way, Bijou Ave, abutting lots 10, 11, 1, 20 Glen Park. A recommendation will be made to the Board of Trustees on the same matter scheduled to be heard on June 22, 2023, 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

Published in the Tri-Lakes Tribune May 31, 2023.



Item 5.

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

DATE: June 21, 2023	ITEM NO.	SUBJECT: Application to Replat Parcels – Duran Walton Ventures
Presented by: Town Administrator /Clerk		

Background

This request is to replat the numerous lots to a total of five lots subsequent to the vacation of ROW and also deeding a small portion of lot 5 to meet the setbacks for the existing structure on the property line.

The applicant will be in attendance to speak to this request.

Staff supports this replat.

Action to Consider

Review the request and move on a recommendation for the requested replat to five parcels.



PAID

Item 5.

TOWN OFFICE USE ONLY

Date Received: 5/17/23 By: [Signature]

Amount: \$ 500.00 Pmt Type: ok 1011

Approved Denied Date: _____

Expires: _____ By: _____

VACATION & REPLAT APPLICATION

Name of Applicant/Property Owner: Maria L. Duran/Duran Walton Ventures LLC

Name of Proposal: Replat Glen Park Properties Phone: 719-659-7149

Address: PO Box 1005 City: Palmer Lake State: CO Zip: 80133

Email: msgs4maria@live.com Tax Schedule #: 71082-03-001, 71082-03-002, 71082-016-001, 71082-06-002

This is a Vacation Plat – A map indicating a proposed elimination of a dedicated street, road easement or subdivision. It shall be prepared by a Colorado Registered Land Surveyor in accordance with a Subdivision Regulations. If approved, it shall be recorded with the County Clerk and Recorder’s Office.

This is a Replat – A map which indicates an alternation from an approved Subdivision Final Plat. Such a proposal shall abide by the same regulations which affect a Final Plat submittal.

Please fill out the appropriate submission checklist to complete the application.

Location of Property: Lot 8-11 Blk 26; Lots 1-4 & Lots 14-20 Blk 31 Glen Park Palmer Lake

Nearest Street Intersection: Buena Vista Ave. & Rosita Ave. Existing Subdivision: Glen Park

Current Zoning and Uses of Surrounding Property: N: It is all zoned residential

E: _____

S: _____

W: _____

Signature of Owner: [Signature] Date: 17 MAY 2023

Applicants Name: Maria L Duran for Drew Walton of Duran Walton Ventures LLC

Address/Location: PO Box 1005 Palmer Lake, CO 80133

DURAN WALTON VENTURES LLC

PO Box 1005
Palmer Lake, CO 80133
May 17, 2023

Town of Palmer Lake
42 Valley Crescent, PO Box 208
Palmer Lake, CO 80133

Subject: Letter of Intent

To whom it may concern:

Duran Walton Ventures LLC has submitted an application to replat. The name of the proposal is Replat Glen Park Properties. Duran Walton Ventures LLC is proposing to replat the following Lots: Lot 8-11 Blk 26; Lots 1-4 & Lots 14-20 Blk 31 Glen Park Palmer Lake.

The goal is to condense those 15 lots to 5 lots. With the application is a proposed map of the site with the current map (Replate Glen Park Properties 24x36) and an overlay map of before and after (Replat Glen Park Properties Overlay Exhibit 24x36).

Please feel free to call me with any questions or concerns.

Cordially,



Maria L. Duran
for Drew Walton, Duran Walton Ventures LLC
Phone: 719-659-7149

BE TKNOW BY THESE PRESENTS:

That Doran Walton Ventures LLC, and Cindy Powell being the owners of the following described Tract of land: Lots 5 through 14, Block 28 and Lots 1 through 4 and 14 through 20, Block 31, Glen Park filed for record on June 30, 1888 in Book A of Page 83 as described in the Land Survey Plat file for record September 20, 2022 under Reception No. 222800282 in the Office of the Clerk and Recorder, County of El Paso, State of Colorado.

Together with the Vacated Right-of-Way of a portion of D Mora Street and Bflov Street adjacent to Block 28 and Block 31 vacated by Premier Leds Difference No. _____ at Reception No. _____ in the Office of Clerk and Recorder, County of El Paso, State of Colorado.

Parcel 1: Lots 8 through 11, Block 28 contain a calculated area of 10,247 Sq. Ft. (0.2332 acres) more or less.

Parcel 2: Lots 1 through 4 and Lots 19 and 20, Block 31 contain a calculated area of 14,783 Sq. Ft. (0.3389 acres) more or less.

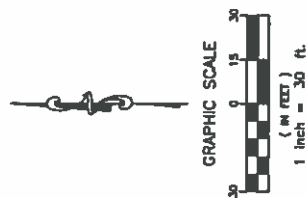
Parcel 3: Lots 14 through 16, Block 31 contain a calculated area of 12,580 Sq. Ft. (0.2889 acres) more or less.

Parcel 4: Lots 5, 6, 7, 12, 13 and 14, Block 28 contain 14,278 Sq. Ft. (0.3261 acres) more or less.

Bflov Street contains a calculated area of 7,547 Sq. Ft. (0.1727 acres) more or less.

D Mora Street contains a calculated area of 9,085 Sq. Ft. (0.2083 acres) more or less.

Containing a total calculated area of 68,188 Sq. Ft. (1.5683 acres) more or less.

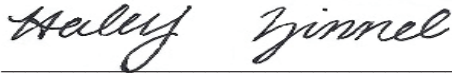


AFFIDAVIT OF PUBLICATION

STATE OF COLORADO
COUNTY OF El Paso

I, Haley Zinnel, being first duly sworn, deposes and says that he 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 05/31/2023

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.



Haley Zinnel
Sales Center Agent

Subscribed and sworn to me this 05/31/2023, at said City of Colorado Springs, El Paso County, Colorado.

My commission expires June 23, 2026.



Karen Hogan
Notary Public
The Gazette

KAREN HOGAN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20224024441
MY COMMISSION EXPIRES 06/23/2026

Document Authentication Number
20224024441-748733

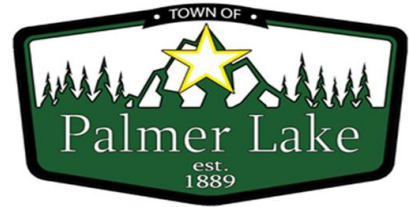
PUBLIC NOTICE

NOTICE OF PUBLIC HEARING
TOWN OF PALMER LAKE

Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on June 21, 2023, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider a request to replat Block 31, Lots 1 thru 4 and Lots 14-20, located at between Buena Vista and Virginia. A recommendation will be made to the Board of Trustees on the same matter scheduled to be heard on June 22, 2023, 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

Published in the Tri-Lakes Tribune May 31, 2023.



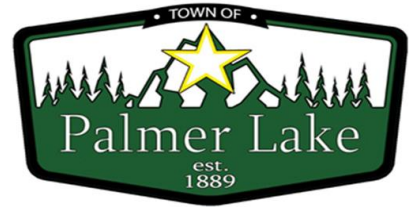
Item 6.

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

DATE: June 21, 2023	ITEM NO.	SUBJECT: Update on Elephant Rock Property Master Plan Activity
Presented by: Town Administrator /Clerk		

Background

Trustee Jessica Farr will be present to provide an update on the master plan activity for the elephant rock property.



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

DATE: June 21, 2023	ITEM NO.	SUBJECT: Review Draft Sign Code
Presented by: Town Administrator /Clerk		

Background

The Planning Commission has worked diligently and assembled a very well done draft of the sign code. Thank you Commissioner Fisher for leading this effort and for every member’s input.

A rough draft, distributed earlier this week, was also forwarded to CMI as directed by members for a review, comments, and recommendations. It is anticipated to have a draft with CMI comments early the week of 6/19 to distribute to members for review of the comments – either at the meeting or at the noticed workshop time following the meeting. CMI will also offer date/time(s) for a virtual workshop to review the draft code language further, if needed, as well as a guide to reviewing development applications.