



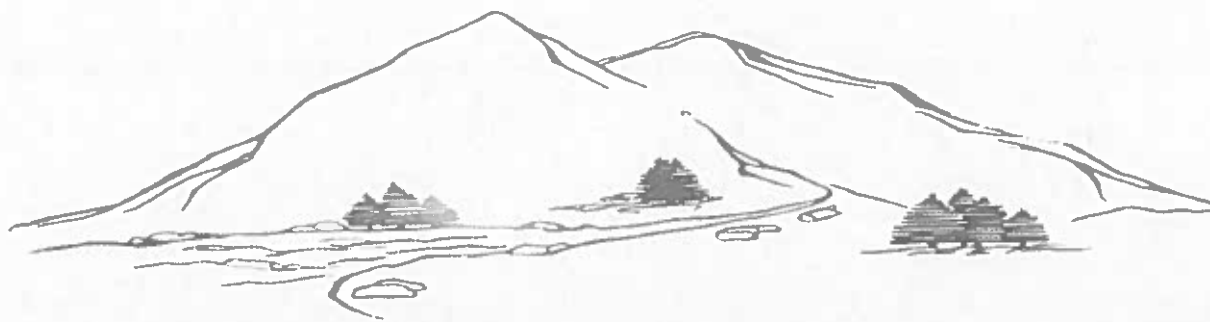
Planning Commission
Wednesday, August 19, 2020 at 6:00 PM
Palmer Lake Town Hall, 28 Valley Crescent
Palmer Lake, Colorado

!!!!!! MASKS REQUIRED - SOCIAL DISTANCING ENFORCED !!!!!

AGENDA

This agenda is subject to revision 24 hours prior to start time

1. Call to Order
2. Approval of Minutes from July 15, 2020
3. Minor Subdivision – land swap/replat – 134 Starview – Coen/Algood (applicants)
4. Interview Candidate for Appointment
5. Adjourn



Town of Palmer Lake
Minutes of the Planning Commission
July 15, 2020 @ 6:30 PM
28 Valley Crescent, Town Hall, Palmer Lake CO

Planning Commission members present:

Chairman Dave Cooper
Commissioner Mark Bruce
Commissioner Samantha Padgett
Commissioner Charles Ihlenfeld
Commissioner Bill Fisher
Commissioner Vic Brown
Commissioner (vacant)

Agenda:

- 1. Call to Order.** Chairman Cooper called the meeting to order at 6:46 PM.
- 2. Approval of Minutes from June 17, 2020.** MOTION (Ihlenfeld, Padgett) to approve the minutes. Motion PASSED.
- 3. Sign Permit Application for Hairapy Salon, 47 Hwy 105 (Emily Bryant).** Ms Bryant explained the design of the sign. MOTION (Bruce, Padgett) to approve the sign as presented. Motion PASSED.
- 4. Recommendation on Vacation (Right of Way) for Parcel 71054-08-062 (Sara Smith, applicant).** Ms. Smith spoke on behalf of her client to request a vacation of a Town right of way in order to provide access to the property from Epworth. Review of the property took place. Discussion about the prospective buyer and placement of the home took place as well as driveway access. MOTION (Bruce, Ihlenfeld) to recommend to the Board to APPROVE the vacation contingent on the new owner eliminating all interior lot lines to create one parcel for one residence. Motion PASSED.
- 5. Recommendation to Amend Ordinance Allowing Digital Sign (Town).** Discussion took place about the ordinance language, making certain only this one particular sign is allowed. MOTION (Ihlenfeld, Bruce) to recommend to the Board to APPROVE the ordinance to amend the sign code. Motion PASSED.
- 6. Adopt Glen Park Master Plan to the Town Master Plan/Comp Plan.** Discussion took place about working together on the Master Plan updates. MOTION (Padgett, Fisher) to adopt the Glen Park Master Plan to the Town Master Plan/Comprehensive Plan. Motion PASSED.
- 7. Interview (2) Candidates for Vacant Seat (Planning Commission).** Amy Hutson was present and discussed her interest with the members to serve on the Commission. The second candidate was not in



attendance. MOTION (Ihlenfeld, Fisher) to nominate Amy Hutson to the Board of Trustees for appointment to the Planning Commission, if no other applicant responds this week; otherwise, if the second applicant has interest, to bring this item back to the next meeting. Brown expressed concern about applicants possessing qualifications. Vote taken: aye-5; nay-1 (Brown). Motion PASSED.

8. Comprehensive Plan Update. Fisher stated the Team is still organizing work groups.

9. Adjourn. MOTION (Ihlenfeld, Fisher) to adjourn at 8:27 PM. Motion PASSED.

Chairman – David Cooper

Town Clerk – Dawn A. Collins

Date



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

Office Use Only

Case Number: _____

Date: _____

Fees \$400 + \$25 per acre: _____

Check #: _____

Rec'd By: _____

Application Complete: _____

Minor Subdivision Application Form

Name of Applicant/Property Owner: James Coen

Address: 134 Star View Cir Phone#: (719) 235-7865

Email: james@priority-home.com

Name of Proposal: Land Swap / Replat

Legal Description or Address: Lots land 2 BLK 2 Lakeview Heights Unit 2

(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 Minor Subdivision – A Minor Subdivision is a subdivision, in which the following occur:

- A. The proposed plat or subdivision contains less than five lots; and
- B. All lots within the proposed plat abut a dedicated and accepted town thoroughfare or street; and
- C. The proposed plat meets all the minimum requirements of Chapter 16.36s, the zoning ordinance, and other applicable Town ordinances and resolution; and
- D. There are no requests for waivers of any of the requirements of the various Town Regulations and resolutions.

Criteria for approval of a Minor Subdivision - In order to approve any Minor Subdivision, the Planning Commission must find, based upon evidence, both factual and supportive, provided by the applicant, that:

- A. The proposed lots are not part of any other subdivision approved within one year;
- B. The proposed division would not constitute a subdivision of a large tract or parcel of land into five or more building sites, tracts, or lots within five years;
- C. The lots from the proposed division will each be accessible from an existing public road.

By signing this application, all 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 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 costs, recordation fees, and any other fees paid by the Town in connection with or related to review of this application.
- Payment of fees as described above will be due within 10 days of the date of invoice, 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: James Coen Date: 07/29/20

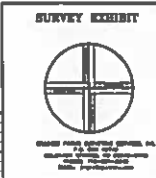
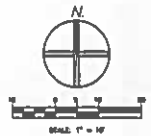
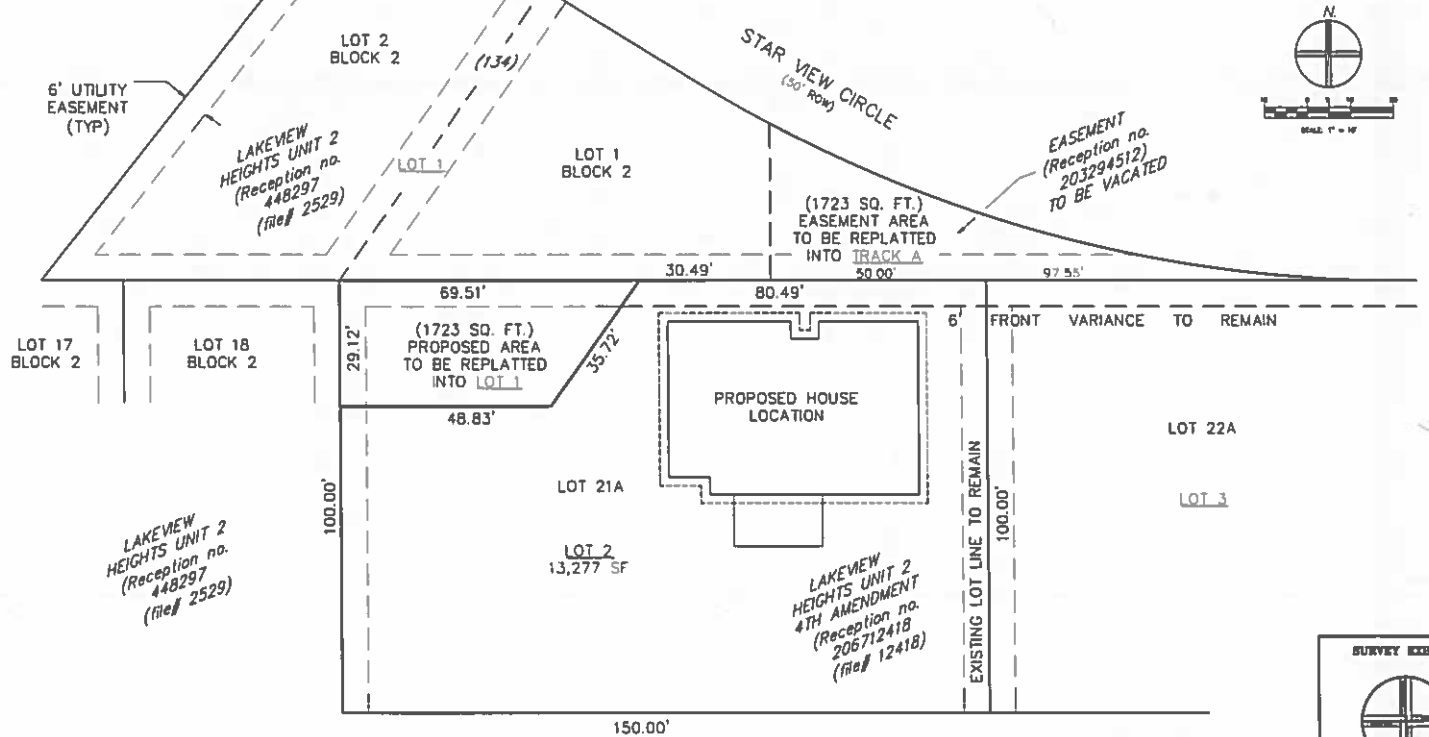
If the applicant is not the owner:

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

Owner – Print: _____

Owner – Signature: _____ Date: _____

SURVEY EXHIBIT
134 STAR VIEW CIRCLE &
LOTS 21A 22A LAKEVIEW HEIGHTS UNIT 2 4TH AMENDMENT



DATE	1/1/2018	BY	J. J. J.
REVISION	1/1/2018	BY	J. J. J.
REVISION	1/1/2018	BY	J. J. J.
REVISION	1/1/2018	BY	J. J. J.

To Whom it May Concern,

James and Anna Coen, the property owners of 134 Star View Cir (Lots 1 and 2 Block 2 Lakeview Heights Unit 2), and Randy Allgood, the property owner of lots 21A and 22A Lakeview Heights Unit 2 4th Amendment, would like to execute the following "land swap" which would fall under the category of a Minor Subdivision. Please see the attached survey exhibit. (NOTE: the exact square footage and boundaries of the land to be "swapped" that are displayed on the survey exhibit are liable to change slightly upon completion of the fully executed Replat that will be drawn up by Crossed Path Surveying Services, Inc. and presented to the Palmer Lake Planning Commission)

The reason for this land swap is to resolve previous disagreement between the aforementioned property owners regarding the limits of use for the easement that is publicly recorded (Reception No. 203294512). This "land swap" creates a win-win situation for both parties by granting Randy Allgood uncontested access to his lots and ownership of the section of land that currently has an easement, and increases the amount of functional land that the Coen's own.