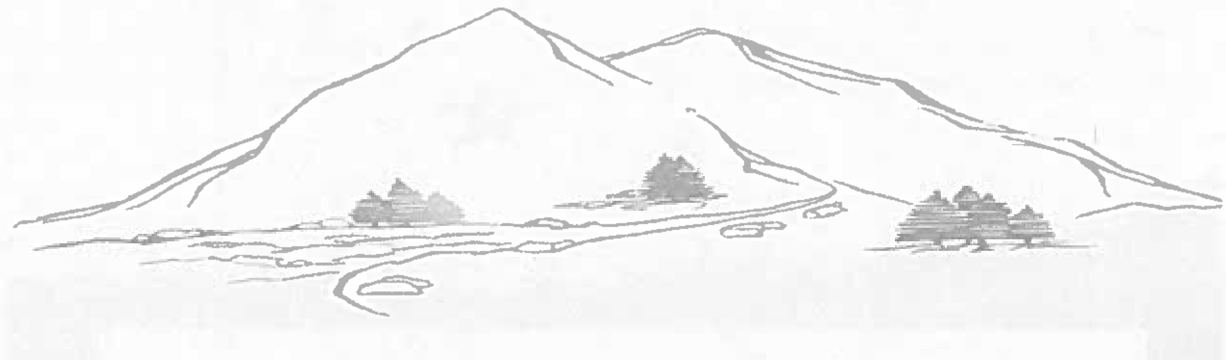

Town of Palmer Lake
Minutes of the Planning Commission
April 21 at 6:00 PM

28 Valley Crescent, Town Hall, Palmer Lake CO

Planning Commission members present:

Chairman Dave Cooper
Commissioner Bill Fisher (Excused)
Commissioner Amy Hutson
Commissioner Shana Ball
Commissioner Charles Ihlenfeld
Commissioner Vic Brown
Commissioner Mark Bruce

1. **Call to Order.** Chairman Cooper called the meeting to order at 6:00 PM.

2. **Roll Call**. All members, but Bill Fisher, were present.

3. **Approval of Minutes from March 17, 2021.** MOTION (Ball, Ihlenfeld) to approve the minutes. Motion PASSED.

4. **Conditional Use Application – Fletchers (797 Hwy 105)**. Mr. Tommy Fletcher, representing the business, Fletchers, requested a conditional use of the property. The property is in a C2 zone. There was discussion of the area's permitted use, i.e., restaurants, and office space. Dawn explained that the Fletchers business license cannot be renewed as it is now without a conditional use permit. The Planning Commission can set a timeframe of a conditional use if an extension is needed. MOTION (Ball, Huston) to recommend to the Board to allow the business a conditional use for six months, if the business needs more time, they may come back to the Planning Commission for an extension. Roll call vote – aye (6); nay (0). Motion PASSED.

5. **Sign Application – Monumental Microderm (4 Hwy 105).** Ms. Trina Shook, owner, requested approval to update her business's road sign and move it closer to the road for better visibility, as well as updating the signs on the building. Their concern was the sign's possible interference with walking on the road's right-of-way. Ms. Shook stated there is no plan to change the dimensions. The sign hanging from the crossbeam will be better secured to the stake so it will not be whipped around by the wind. MOTION (Bruce, Brown) to approve sign changes and be allowed to move two feet closer to the road, as presented, upon confirmation from Town Staff that the sign is within property lines and is not impeding the road's right-of-way. Roll call vote – aye (6); nay (0). Motion PASSED.

6. **Update from Master/Comp Plan Team – Neighborhood Meeting (Susan Minor).** No update was given. The next meetings are scheduled for the first week of May. Commissioner Ball will be stepping down from her position with the Master/Comp Plan Team due to her position on the Planning Commission. Trustee Karen Stuth will lead the Team. Shana will continue to attend the meetings to take notes; however, she will not be a voting member. The commissioners discussed the need for the Master Plan to be completed within the year. Discussion took place about the significance of a plan for future planning.

7. **Review of Memo from Town Attorney and Options.** Dawn Collins asked the commissioners if they had any questions about the memo addressing conflict of interest with Board members on other committees. The commissioners stated they had no questions.

8. **Review of Zoning Code – Conditional Use Samples of Residential.** Discussion took place of options to include multi-housing and affordable housing. Dawn Collins read Commissioner Fischer's suggestion to include affordable housing in the Town. Discussion turned to the availability of grant funding to help. There are developments coming forward that may address the issue. Staff was directed to explore the requirements of Section 8 housing. There was discussion of the residential zones. The commissioners requested Staff bring back a map of the zones for review.

9. **Next Meeting (May 19) and Future Items.**

10. **Adjourn.** MOTION (Ihlenfeld, Ball) to adjourn. Motion PASSED.

David Cooper, Chair

ATTEST: Julia Stambaugh, Deputy Town Clerk