



Town of Palmer Lake
Minutes of the Planning Commission
July 21 at 6:00 PM
28 Valley Crescent, Town Hall, Palmer Lake CO

Planning Commission members present:

Chairman Dave Cooper
Commissioner Bill Fisher
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 6:05 PM.
2. **Roll Call.** All members were present.
3. **Approval of Minutes from June 16, 2021.** MOTION (Fisher, Bruce) to approve the minutes. Motion PASSED.
4. **Application to Amend Conditional Use – Tanglewood Trailers (Illumination Point).** Mark Thompson, owner, presented his case to amend his conditional use permit. He stated that he had done his due diligence when he contacted the Town office for a second business license and conditional use permit. He received a letter stating unlimited vehicles for the conditional use by the prior Town Administration. He was also granted a business license. The members discussed how to remedy the situation, as administrative staff does not have the authority over conditions of conditional use. They discussed the issue of the increasing number of trailers appearing on the property. Mr. Thompson explained his plans to organize the area. He is working with the other property owners to address the stormwater issue. The members discussed cleanup of the area and their request to landscape and fence the area to screen the trailers. Residents in the area, including Martha Taylor and Megan Smallman, spoke against the use of the property, and local business associate Mike Fennell and Illumination Point property owner, Mark Tucker, spoke in favor of the use as it is. Mr. Tucker offered support of Mr. Thompson's good character and what his business brings to the community. MOTION (Ball, Hutson) to approve amending the conditional use, allowing appropriate number of trailers, in an orderly manner on the property, to include landscaping (outdoor screening) meeting code section 17.37.080, with a fifty percent emphasis on landscaping, reference Master Plan guidelines, within two years, and if/when a site plan is developed, it is to be reviewed by the Planning Commission. Motion PASSED (7-0).
5. **Update of Town Sign Completion.** Dawn Collins informed the members on the beautification scheduled for the Town's electronic sign. She included a design of the awning over the sign and landscape planting improvements which are being paid by the donor of the sign.

6. **Recommendation on Short Term Rental in Residential Zoning.** Dawn Collins explained the rental information distributed to the members from other communities. Discussion took place of the criteria needed to allow short term rentals in the Town. There were public comments in favor of regulating short term rentals. In addition to bringing in sales tax dollars, the owners will pay for a business license and a lodging fee to the Town. MOTION (Fisher, Bruce) to recommend to the Board of Trustees to allow short term rentals, limited to owner occupied as the principal resident for no less than nine months of the year, and to include at least one extra parking space, and include insurance and safety requirements. Motion PASSED (7-0).
7. **Next Meeting (August 18) and Future Items.**
8. **Adjourn.** MOTION (Ball, Fisher) to adjourn at 8:30 PM. Motion PASSED.


David Cooper, Chair

ATTEST: 
Julia Stambaugh, Deputy Town Clerk