



## PLANNING COMMISSION

Wednesday, June 17, 2026 at 5:00 PM

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

**\*LIVE STREAM available on Town website\***

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### AGENDA

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*This agenda is subject to revision 24 hours prior to commencement of the meeting.*

*The Commission values public comment on issues relevant to Town government. To permit the fair and orderly expression of such comments, the Commission will adhere to the following rules for public comment, whether for an agenda item or during public comment for non-agenda items brought by the public.*

*A speaker must be recognized by the Chair to step to the podium, sign in, use the microphone, state name and address for the record, and address comments solely to the Commission, as a whole.*

*Each speaker is limited to 3 minutes, cannot pool time with another, and each speaker may only speak once per topic. Civility and respect is required. Comments should not be directed to Town staff, individual Commission members or to public members. Comments or disruption from audience members not recognized by the Chair are prohibited. Points already made should not be duplicated. Only written comments limited to one page will be permitted. Public members are also invited to submit comments by email to be distributed to the Commission separately. Note that comments submitted to the Town Commission are public record. Please understand that the Commission will listen and consider public comments; however, members will not discuss or take action on your comment but may refer it to staff and/or a future meeting for discussion.*

*Thank you for your cooperation.*

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Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

- [1.](#) Minutes from May 20, 2026

Business Items

2. Discussion and Possible Recommendation of Planning Commissioner
- [3.](#) Discussion and Update on Hayco's Conditional Use Permit

**Public Comment** - *This time is reserved for the public to speak to items not on the agenda.*

Next Meeting and Future Items

Adjourn

**Americans with Disabilities Act**

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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.

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**PLANNING COMMISSION**

**Wednesday, May 20, 2026 at 5:00 PM**

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

**MINUTES**

**Call to Order/Roll Call**

Meeting Called to Order At 5:02PM

Present: Charlie Ihlenfeld, Bill Fisher, Matt Stephen, Kent Hutson

Absent: Richard Kuehster

**Pledge of Allegiance**

**Approval of Minutes**

- 1. Minutes from March 18, 2026

**Motion to approve the minutes from March 18, 2026.** (Fisher, Ihlenfeld) "Aye" Vote. Motion passed unanimously.

**Business Items**

- 2. Discussion/Review and Possible Recommendation – Planning Commission Applications

The Commission interviewed Susan Miner, Kathy Keeley and John Hartzog.

**Motion to put forth Katherine Pietsch and Susan Miner for regular Planning Commission member and Kathy Keeley and John Hartzog as alternate members.** (Hutson, Fisher). Roll Call Vote.

Approve: Fisher, Ihlenfeld, Stephen, Hutson

Deny:

**Motion passed unanimously.**

- 3. Discussion and Review of Conditional Use Permit Expiring June 1, 2026.

The Planning Commission reviewed the expired HAYCO permit, addressing violations and discussing a future escrow deposit requirement for applicants. Staff introduced Safebuilt as the new interim planner prioritizing the Elephant Rock major subdivision, which requires official zoning and subdivision before any land sale.

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**Public Comment** - *This time is reserved for the public to speak to items not on the agenda.*

Susan Miner - Suggested designating individual commissioners as subject matter experts for each of the five Master Plan regions to identify localized errors through targeted, neighborhood-level expertise.

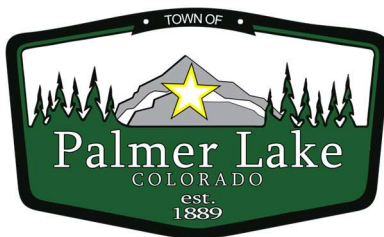
**Next Meeting and Future Items**

The Commission acknowledged errors on the updated zoning map, opting to fix Chapter 17 code mistakes through targeted workshops rather than a full overhaul.

**Adjourn**

**Motion to Adjourn.** (Fisher, Hutson) "Aye" Vote. Motion passed unanimously.

Meeting Adjourned at 6:27PM



June 1, 2026

**RE: Expiration of Temporary Conditional Use Permit**

Dear Mr. Burlage:

This letter serves as formal notice that the Temporary Conditional Use Permit granted pursuant to Resolution No. 37-2025 for the operation of Hayco's wholesale business, including outdoor storage, at 773 South Highway 105 expired on June 1, 2026.

As a condition of the one-year extension approved by the Board of Trustees on April 24, 2025, the permit holder was required to comply with several conditions, including:

- Strengthening the fencing posts and screening the front of the fence wrapped at the corners by May 31, 2025;
- Refraining from making any changes to the property, including lighting, signage, or permanent construction, without review by the Planning Commission; and
- Reporting progress toward obtaining an alternative property for the Hayco operation prior to the expiration of the permit on June 1, 2026.

The Town has determined that these conditions were not satisfied and that the permit holder failed to fully comply with the requirements established by Resolution No. 37-2025 and prior related resolutions.

Accordingly, the Temporary Conditional Use Permit has expired and is no longer valid. The Town hereby directs Hayco to discontinue all activities, operations, uses, and outdoor storage authorized solely under the Temporary Conditional Use Permit. Any continued use of the property that requires conditional use approval may constitute a violation of the Palmer Lake Municipal Code.

Failure to immediately cease operations authorized under the expired permit and to bring the property into compliance may result in enforcement action by the Town, including the issuance of citations, municipal court proceedings, fines, and any other remedies available under applicable law.

The Town requests written confirmation within ten (10) days of receipt of this letter outlining the steps being taken to discontinue the permitted use and bring the property into compliance.

Should you have any questions regarding this notice, please contact the Town Administrator's Office.

Professionally,

Erica N. Romero, CMC  
Town Clerk  
Town of Palmer Lake

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



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Sent To MR. Loren Burlage - Hayco  
 Street and Apt. No., or PO Box No. 773 South Hwy 105  
 City, State, ZIP+4® Palmer Lake, CO 80133

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

