

COMMUNITY & DEVELOPMENT SERVICES

P.O. BOX 7
215 COMANCHE STREET
KIOWA, COLORADO 80117
303-621-3185 FAX: 303-621-3165
cds@elbertcounty-co.gov



MEETING MINUTES
PLANNING COMMISSION

BOCC Public Hearing Room, 215 Comanche Street, Kiowa, CO 80117

DATE: December 17, 2024 TIME: 7:00 PM

1. **CALL TO ORDER:** 7:02 PM - Chair Willcox
2. **PRAYER:** 7:03 PM - Chair Willcox
3. **PLEDGE OF ALLEGIANCE:** 7:03 PM - Led by Chair Willcox
4. **ROLL CALL:** 7:04 PM – Wendy Doyle
Commissioners Present: Chair Danny Willcox, Vice Chair Kevin Kirkwood, Van Sands, Dede Schott-Grace, Robert Poletiek, and John Gresham.
Commissioner Absent: Jon Waller.
Vacant Seats: Two.
Meeting Staff: Marc Dettenrieder, Director of Community and Economic Development; Jennifer Jones, Planning Manager; Wendy Doyle, PC Recording Secretary; and Carrie Seubert, Planning Technician.
5. **REMINDER TO TURN OFF CELL PHONES:** 7:04 PM - Chair Willcox
6. **STAFF REPORT:** 7:05 PM – Marc Dettenrieder reported recent actions of the Board of County Commissioners.
7. **CONSENT AGENDA ITEMS:** 7:06 PM None – Marc Dettenrieder.
8. **CITIZEN COMMENTS** - Unrelated to public hearings: 7:06 PM None – Chair Willcox
9. **APPROVAL OF MEETING MINUTES:** 7:07 PM
Commissioner Schott-Grace moved to approve the November 12, 2024, Planning Commission meeting minutes as presented.
Commissioner Poletiek seconded the motion.
Motion Passed 6 – 0.
10. **PUBLIC HEARING PROCESS:** 7:07 PM - Chair Willcox
Appointed by the Board of County Commissioners (BOCC), the Planning Commission is a quasi-judicial volunteer board that essentially takes the application at hand, references the regulations and ordinances in place, and compares them with the application. Following the public hearing, the commission may vote one of three ways: 1. Vote to recommend approval; 2. Vote to recommend denial; 3. Recommend approval with conditions. The recommendation is forwarded to the BOCC holding the authority to approve the application. All testimony must be competent, on topic and not repetitious. The Chair's statement concluded with the order of business for public hearings.

PUBLIC HEARING:

1. Independence PUD Amendment No. 4 (PD-2024-7520)

PUBLIC HEARING #1, INDEPENDENCE PUD AMENDMENT NO. 4 (PD-2024-7520) 7:08 PM

Staff Presentation: Jennifer Jones, Planning Manager - presented the proposed application requesting approval of the fourth (4th) amendment to the Independence Planned Unit Development (PUD). The proposed modifications are to: (1) amend the lot width ranges to specific minimum lot widths in feet; and (2) add a note about alternate single family side yard setbacks, for clarification.

Application meets criteria set forth in the Elbert County Zoning Regulations; thus, it is the recommendation of the Planning Department that the Planning Commission RECOMMEND APPROVAL to the Board of County Commissioners of Case PD-2024-7520, subject to the three (3) Conditions of Approval presented in the staff report and staff presentation.

Applicant Presentation: Mark Kieffer (Norris Design) on behalf of Applicant/Owner Jim Yates, CB Independence Holding Company, LLS – provided an overview of the requested amendment.

Public Testimony: None – Chair Willcox

Applicant Rebuttal: None – Chair Willcox

Board Discussion: Chair Willcox

Brief discussions held between Planning Commissioners, Staff, and Applicant Representative. Topics included setbacks, sprinkler systems; lot sizes; and road alignments.

Call for Motion: Chair Willcox

Commissioner Poletiek moved the Planning Commission make a RECOMMENDATION OF APPROVAL to the Board of County Commissioners of Independence PUD Amendment No. 4, Case PD-2024-7520, subject to the three (3) Conditions of Approval presented in the staff report and staff presentation.

Commissioner Sands seconded the motion.

Motion Passed 6 – 0.

PUBLIC HEARING #1, INDEPENDENCE PUD AMENDMENT NO. 4 (PD-2024-7520) CLOSED 7:24 PM

11. ADJOURNMENT: 7:25 PM

Commissioner Kirkwood moved to adjourn the December 17, 2024, Planning Commission meeting.

Commissioner Schott-Grace seconded the motion.

Motion Passed 6 – 0.