

COMMUNITY & DEVELOPMENT SERVICES

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



PLANNING COMMISSION REGULAR MEETING

Tuesday, October 21, 2025, 7:00 PM

Administration Building, 215 Comanche Street, 2nd Floor Public Hearing Room, Kiowa, CO 80117

1. **CALL TO ORDER:** 7:00 PM Vice Chair Poletiek called the meeting to order.
2. **INVOCATION/PLEDGE OF ALLEGIANCE:** Vice Chair Poletiek provided the Invocation and led the Pledge of Allegiance.
3. **ROLL CALL/ATTENDANCE:** Wendy Doyle called the roll.
Commissioners Present: Vice Chair Poletiek, Kyle DeNardo, Diana Edstrom, Nicole Hunt, John Gresham, Ken Madsen, Dan McCallin, and Dede Schott-Grace-7:05 PM arrival.
Commissioners Absent: Chair Kevin Kirkwood.
Meeting Staff: Jennifer Jones, Community & Development Services Director; Danny Klibaner, Land Use Planner; and Wendy Doyle, PC Recording Secretary.
Other Staff: Mars Garcia, Information Technology.
4. **STAFF REPORT:** Jennifer Jones reported recent actions of the Board of County Commissioners and noted the only November regularly scheduled Planning Commission meeting will take place on November 18th.
5. **CITIZEN COMMENTS:** Vice Chair Poletiek. None Presented.
6. **APPROVAL OF MEETING MINUTES:** Vice Chair Poletiek.
Commissioner Hunt moved to approve the September 16, 2025, meeting minutes as presented.
Commissioner DeNardo seconded the motion. **Motion Passed 7 – 0.** (Commissioner Schott-Grace not involved in vote)
7. **PUBLIC HEARING PROCESS:** Vice Chair Poletiek discussed the role of the Planning Commission and the public hearing process.
8. **PUBLIC HEARINGS:** 7:07 PM Vice Chair Poletiek.

VIGIL FAMILY REZONE (RZ-2025-0004)

PUBLIC HEARINGS #1 and #2: Vice Chair Poletiek.

Public Hearing #1 and Public Hearing #2 presentations will be combined with separate motions and votes performed.

PUBLIC HEARING #1, VIGIL FAMILY REZONE (RZ-2025-0004) and **PUBLIC HEARING #2, VIGIL FAMILY PRELIMINARY PLAT (PP-2025-0002).**

Staff Presentation: Danny Klibaner presented the proposed applications.

RZ-2025-0004: Request for approval to rezone 57.45-acres from Agriculture (A) to Agriculture Residential (AR) for the purpose of future development. Parcel No. 8433200498 (Private Road 23, north of County Road 124) has historically been

ranchlands with no structures on the property. The adjacent property owned by Elbert County formerly hosted decommissioned Titan Missile Silos; may have hosted a compactor site (landfill in the past); and is fenced with no plans for development.

Based upon review of the approval criteria found in Elbert County Zoning Regulations Article III.C.4. and the findings in the Staff Report, *staff provided considerations for decision and potential conditions of approval.*

PP-2025-0002: Request for approval for a preliminary plat to subdivide 57.45-acres into five (5) lots. Parcel No. 8433200498 (Private Road 23, north of County Road 124) has historically been ranchlands with no structures on the property. Currently, Private Road 23 crosses through the parcel with an alignment that does not match the existing easement.

Based upon review of the approval criteria found in Elbert County Zoning Regulations and Subdivision Regulations Article I.C. and the findings in the Staff Report, *staff provided considerations for decision and potential conditions of approval.*

Applicant Presentation: Dominique Vigil reviewed landscape slides and Jill Repella, Cornerstone Insight – Applicant Representative, stated she is available to address questions.

Public Testimony Opened: Vice Chair Poletiek.

Topics of concern: Christy Sweigart, Elizabeth, CO - private road increased use and maintenance.

Board and staff discussions included Public Works Department road standards and policy to not accept maintenance of private roads.

Public Testimony Closed: Vice Chair Poletiek.

Applicant Rebuttal: Vice Chair Poletiek. No rebuttal presented.

Commission Discussion: Vice Chair Poletiek.

Topics included water plan/supply/source (Denver Aquifer); road development/maintenance responsibilities/driveway permits/County standards/requirements; Road Maintenance Agreement between property owners; consideration of a Road Maintenance Agreement (requirement) condition of approval; Kiowa Conservation District and Colorado Geological Survey referral responses/County requirements; tree preservation zoning regulations; applicant road improvements and communication efforts with property owners; access roads and current maintenance; consideration of Private Road 23 widening from applicants' property to Private Road 124 condition of approval as well as an agreement with Public Works for assurance to the applicants as to where to do road widening - property owner consent required; all 5 lots to be purchased by family members for single-family homes; concerns of future sale of lots by family members and road maintenance consequences; and confirmation County has no plans for the lot it owns adjoining the subject property.

Request to staff for County Attorney to provide guidance (before the applications go before the Board of County Commissioners) on what the County responsibilities are, and what the County can direct an applicant to do, pertaining to private roads.

Call for Motion: Vice Chair Poletiek.

VIGIL FAMILY REZONE (RZ-2025-0004)

Commissioner DeNardo moved the Planning Commission makes a recommendation of approval to the Board of County Commissioners for case RZ-2025-0004, subject to the conditions of approval as presented in the staff presentation.

Commissioner Hunt seconded the motion.

Call for Roll Call Vote: Vice Chair Poletiek.

AYES: Dede Schott-Grace, John Gresham, Nicole Hunt, Kyle DeNardo, Dan McCallin, Diana Edstrom, Ken Madsen, and Robert Poletiek.

NAYS: None.

Motion Passed 8 – 0.

Call for Motion: Vice Chair Poletiek.

VIGIL FAMILY PRELIMINARY PLAT (PP-2025-0002)

Commissioner DeNardo moved the Planning Commission makes a recommendation of approval to the Board of County

Commissioners for case PP-2025-0002, subject to the conditions of approval as presented in the staff presentation along with the following additional conditions of approval:

- Require the development to use the Denver Aquifer; and
- Good faith, good cause effort, to establish a recorded, shared private road maintenance agreement.

Commissioner Hunt seconded the motion.

Call for Roll Call Vote: Vice Chair Poletiek.

AYES: *Dede Schott-Grace, John Gresham, Nicole Hunt, Kyle DeNardo, Dan McCallin, Diana Edstrom, Ken Madsen, and Robert Poletiek.*

NAYS: None.

Motion Passed 8 – 0.

PUBLIC HEARING #1, VIGIL FAMILY REZONE (RZ-2025-0004) and PUBLIC HEARING #2, VIGIL FAMILY PRELIMINARY PLAT (PP-2025-0002) CLOSED: 8:07 PM Vice Chair Poletiek.

9. OTHER BUSINESS: Vice Chair Poletiek.

Comprehensive Plan Steering Committee Update Discussion: Commissioners Hunt and Madsen reported on topics including survey results; open house attendance and participation; and future phases and timelines. Survey results (open house summary boards and full survey results) and additional information available on the Comprehensive Plan website.

Tree Preservation Discussion: Zoning regulations/monitoring/enforcement.

Zoning Regulation Updates Discussion: Jennifer Jones reported on the status of identified revisions; encouraged the Commissioners to submit comments and additional topics for consideration/discussion; and presented process and working meeting options.

Legal Meeting Reminder: On behalf of the County Attorney, Jennifer Jones stated submission of information from a Planning Commissioner to County staff should not include three or more other Planning Commissioners as recipients. A brief discussion held included topics of communication clarifications.

10. ADJOURNMENT: 8:33 PM Vice Chair Poletiek.

Commissioner Edstrom moved to adjourn.

Commissioner DeNardo seconded the motion.

Motion Passed 8 – 0.

NOTICE:

These minutes are Action Minutes and summarize actions taken at the meeting. The full audio/video and agenda packet is available at <https://www.elbertcounty-co.gov>