



**CITY OF MANITOU SPRINGS  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, December 14, 2016**

**I. CALL TO ORDER**

A Regular meeting of the Manitou Springs Planning Commission was held in Council Chambers @ 606 Manitou Avenue. Chairman Delwiche called the meeting to order at 6:05pm and declared a quorum present. The following Commission members attended:

**PRESENT:** Commissioner GLORIA LATIMER  
Vice Chair JEANNE VROBEL  
Commissioner JULIE WOLFE  
Chair ALAN DELWICHE  
Commissioner MIKE CASEY  
Commissioner LORI BURRIS  
Commissioner TIP RAGAN

**ABSENT:** None

**STAFF:** Michelle Anthony, Senior Planner  
Sherri L. Johnson, Planning Technician

**GUESTS:** Coreen Toll, City Council Liaison

**II. APPROVAL OF MINUTES**

**ITEM 1.** November 9, 2016

**MOTION:**

Commissioner Latimer moved to approve the November Minutes with two corrections:

- Page 2, under MICUP 1612 – the last name of the neighbor who submitted a letter regarding the request was “Zemler”
- Page 4, item 2 at the top of the page – “Manitou Springs” should be added before the word “neighbor”

**SECOND:**

Commissioner Vrobel seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 6-0. (Commissioner Wolfe abstained as she arrived during discussion about the minutes.)

**III. NOTICE OF COUNCIL ACTION**

There was no Notice of Council Action to discuss.

*Chairman Delwiche reviewed the meeting procedures for everyone present and asked if any Commissioner had Ex Parte Contacts or Conflicts of Interest to declare. Hearing none, the meeting continued.*

**IV. UNFINISHED BUSINESS**

**ITEM 2. MNS 1504** - Minor Subdivision (Create One Lot) - 107 Oak Place - Andy Wells, Applicant

Senior Planner Michelle Anthony reviewed the Applicant's request for postponement to the June 2017 Planning Commission meeting, noting he was hoping the City would undertake changes to the allowed density and wanted to wait to process his subdivision after such changes would take place.

**MOTION:**

Commissioner Wolfe moved to postpone consideration of **MNS 1504** to the June 2017 regular meeting.

**SECOND:**

Commissioner Vrobel seconded the motion.

**DISCUSSION:**

The Commission directed the item could be heard earlier, if any density changes were effected more quickly or the Applicant chose to go ahead with the request.

**VOTE:**

Motion passed, 7- 0.

**ITEM 3. MICUP 1617** – Major Conditional Use (Expansion of Non-Conforming Use) - 515 Ruxton Avenue - Spencer Wren on behalf of the Manitou & Pikes Peak Railway, Applicant

Ms. Anthony reviewed the memo in the Commission packet and advised Staff was working with the Applicant on solutions to the issues, but did not know when those solutions would be ready to come forward for review.

**MOTION:**

Commissioner Vrobel moved to postpone consideration of **MICUP 1617** to the June 2017 regular meeting, or sooner if possible.

**SECOND:**

Commissioner Ragan seconded the motion.

**DISCUSSION:**

It was noted if the application was still not ready for review, the Commission could consider postponing again, but a date certain would provide for an update and give Staff and the Applicant a timeframe to shoot for.

**VOTE:**

Motion passed, 7- 0.

**ITEM 4. RE 1602** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405313002) - City of Manitou Springs, Applicant

**ITEM 5. RE1603** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314001) - City of Manitou Springs, Applicant

**ITEM 6. RE 1604** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314002) - City of Manitou Springs, Applicant

**ITEM 7. RE 1605** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314007) - City of Manitou Springs, Applicant

**ITEM 8. RE 1606** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314023) - City of Manitou Springs, Applicant

**ITEM 9. RE 1607** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314003) - City of Manitou Springs, Applicant

**ITEM 10. RE 1608** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314011) - City of Manitou Springs, Applicant

**ITEM 11. RE 1609** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314009) - City of Manitou Springs, Applicant

**ITEM 12. RE 1610** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Utah Road (Schedule No. 7405314022) - City of Manitou Springs, Applicant

**ITEM 13. RE 1611** - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Mariposa Drive (Schedule No. 7405319005) - City of Manitou Springs, Applicant

Ms. Anthony presented the Staff Report regarding these requested dated December 9, 2016.

Chair Delwiche asked if there were any questions for staff. Hearing none, the meeting was opened for public comment.

Councilperson Toll asked if open space properties would have individual management plans. Staff replied it was likely small parcels within the same vicinity, or even in different areas but with similar attributes, could be grouped into a single management plan.

Commissioner Wolfe asked what a management plan consisted of. Ms. Anthony replied there would be in inventory of existing plants and animals, documentation of environmental conditions and any issues (such as erosion or social trails) on the property and any plans for the property, such as trail development.

Hearing no further public comment, the Public Hearing was closed.

**MOTION:**

Commissioner Vrobel moved to forward a recommendation for approval of **RE 1602, RE 1603, RE 1604, RE 1605, RE 1606, RE 1607, RE 1608, RE 1609, RE 1610 and RE 1611** for rezoning nine parcels on Utah Road (Schedule numbers 7405313002, 7405314001, 7405314002, 7405314007, 7405314023, 7405314003, 7405314011, 7405314009, & 7405314022) and one parcel on Mariposa Drive (Schedule number 7405319005) from Hillside Low Density Residential to the Open Space designation with the finding that a public need exists and the use as open space and locations are compatible with adjacent land uses.

**SECOND:**

Commissioner Wolfe seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 7-0.

**V. NEW BUSINESS**

**ITEM 14. MNS 1606 - Minor Subdivision (Create One Lot) - 386 Pilot Knob - Jeff Bieri, Applicant**

Senior Planner Michelle Anthony presented the staff report dated December 8, 2016.

Chairman Delwiche asked if there were any questions for staff. Hearing none, the applicant was invited to the podium.

Jeff Bieri, 386 Pilot Knob Avenue, stated he agreed with the Staff recommendation.

Chairman Delwiche asked for public comment. Hearing none, the Public Hearing was closed.

**MOTION:**

Commissioner Wolfe moved to approve **MNS 1606** to create Lot 1, Leroy Land subdivision with the following conditions:

1) Prior to filing, the plat, the following shall be required:

- a) The City's Consulting Engineer's review and any recommended amendments by the surveyor.
- b) A copy of the current Title Insurance Policy as referenced in Plat Note #2 shall be submitted.

- c) A Certificate of Taxes showing all property taxes are current shall be submitted.
- d) The property owner shall pay the fees in lieu of land dedication for Parks, Open Space and Schools in the total amount of \$750 as broken out in the table in the Staff Report.
- e) The Subdivision Site Plan will be updated to include the grade of Pilot Knob Avenue.

2) The Surveyor has 90 days from the date of approval to provide all required information, corrections and additions, allow time for City review, and submit the final Mylar for filing or this approval will expire.

3) The Surveyor shall provide CAD drawings of the final, approved plat at the time of submission of the final Mylar for filing to allow the City to update its GIS data.

**ITEM 15. RE 1612** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Spirea Drive (Schedule No. 7405320012) - City of Manitou Springs, Applicant

**ITEM 16. RE 1613** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Peakview Boulevard (Schedule No. 7405445002) - City of Manitou Springs, Applicant

**ITEM 17. RE 1614** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Ridge Road (Schedule No. 7405446002) - City of Manitou Springs, Applicant

**ITEM 18. RE 1615** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Peakview Boulevard (Schedule No. 7405445004) - City of Manitou Springs, Applicant

**ITEM 19. RE 1616** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Spirea Drive (Schedule No. 7405320011) - City of Manitou Springs, Applicant

**ITEM 20. RE 1617** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Spirea Drive (Schedule No. 7405320010) - City of Manitou Springs, Applicant

**ITEM 21. RE 1618** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Spirea Drive (Schedule No. 7405320009) - City of Manitou Springs, Applicant

**ITEM 22. RE 1619** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Columbine Drive (Schedule No. 7405320015) - City of Manitou Springs, Applicant

**ITEM 23. RE 1620** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Columbine Drive (Schedule No. 7405319017) - City of Manitou Springs, Applicant

**ITEM 24. RE 1621** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Crystal Valley Road (Schedule No. 7409101078) - City of Manitou Springs, Applicant

**ITEM 25. RE 1622** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 Oak Place (Schedule No. 7409202040) - City of Manitou Springs, Applicant

**ITEM 26. RE 1623** - Rezoning (Hillside Low Density Residential to Open Space – Initial Hearing) – 0 El Paso Boulevard (Schedule No. 7404303056) - City of Manitou Springs, Applicant

Ms. Anthony presented the staff report dated December 9, 2016.

Chairman Delwiche asked if there were any questions for staff. Hearing none, the meeting was opened to the public.

Leslie Montez, Realtor with the Rawhide Company, stated she had lots on Peakview in the area of some of the proposed Open Space listed for sale and wondered what effect the zoning might have on surrounding properties.

Ms. Anthony replied the only properties being rezoned were those owned by the City of Manitou Springs; no streets were being vacated and no actions taken which would effect other, privately-owned properties. She offered to meet with Ms. Montez regarding development requirements for the vacant lots listed for sale.

Hearing no further comments, the Public Hearing was closed.

**MOTION:**

Commissioner Vrobel moved to set the public hearings for rezoning the City-owned properties for the January 11, 2017, Regular Planning Commission meeting.

**SECOND:**

Commissioner Latimer seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 7-0.

**VI. OTHER BUSINESS**

**ITEM 27. WORKSESSION: Plan Manitou**

Planner II Karen Berchtold introduced the discussion by reviewing where the comprehensive plan stood in regard to the creation and approval process.

Commissioner Ragan noted it was beyond the point for asking for any major changes, but he felt there could be some improvements in the consistency of the document in regard to the introduction and the use of the symbols throughout. He suggested in regard to the resiliency piece of the document, the City may want to focus on the goals and policies sections developed to date.

Council Liaison Toll stated she had closely followed each iteration of the draft Plan and had been very impressed with the process and progress. She noted the recent involvement of and presentation by Middle School students which was incorporated into the document. She saw how the community input had been picked-up in the document as well.

Commissioner Wolfe suggested interested community members might help with plan implementation.

Ms. Berchtold referred the Commission to page 74 and noted Staff has asked the consultants to provide road sections more appropriate to Manitou Springs' terrain, which was not something usually developed at this level of planning.

Chairman Delwiche noted the lower left diagram on that page was incorrect.

Ms. Berchtold stated the Bike and Pedestrian goals took in the Parks and Open Space input and the outcome of those discussions were the desire to create connections between bikes – on-street and on trails - and parks.

Ms. Berchtold continued the questions of reinvestment and resiliency were informed by the Hazard Mitigation plan in regard to land use and opportunity areas to promote revitalization, redevelopment and annexation. She reviewed the vacant and underused properties and the mixed-use category in the Land Use Plan. Ms. Berchtold advised the consultants were also providing design principals, which were not usually developed at the Master Plan level. Ms. Berchtold reviewed information on central neighborhoods and the City needed to be cautious when approaching increased density in these areas as the historic district comprised a lot of these areas and many were subject to hazards as well. Ms. Berchtold suggested the City might want to consider the Gateway Mixed Use becoming a zoning category. The neighborhood commercial showed areas which were good opportunities for economic activity and sustainability. She noted the Department of Local Affairs had suggested the City may want to develop incentives to encourage development outside of floodplain areas.

Commissioner Wolfe asked what types of ordinances the City already had in regard to floodplains. Ms. Berchtold stated Manitou Springs had adopted regulations compliant with Colorado State standards, but could look at implementing stricter regulation of those areas and even prevent development; however that might not be in the City's best interest. Certainly increasing floodplain restrictions would take several steps and the City also may need to take on the enforcement if it goes this direction.

Council Liaison Toll remarked this process would require consideration of the ramifications of decisions and impacts on opportunities.

Commissioner Ragan noted, for instance, the Wheeler House property did not make sense in regard to its classification as effected by floodplain and it might make sense to develop specific standards for each opportunity site.

Chairman Delwiche suggested the City look at allowing the filling of land, like was done for the Garden Townhomes, to take new buildings out of the floodplain but not require a height variance; under those circumstances make provisions for additional height.

Ms. Berchtold stated the balance regarding development opportunities and allowing investment in floodplain properties would need to be looked at. Some general discussion regarding floodplain issues and potential changes ensued.

Commissioner Ragan asked about the few infill opportunities in the downtown core, such as the site where the outdoor vendor had been approved, and asked if there had been any work to make those properties more likely to be developed. His understanding was one issue was the potential instability of the buildings on either side of that vacant parcel.

Council Liaison Toll remarked there had not yet been safety surveys of existing downtown buildings after the 2013 floods and was something being discussed.

Commissioner Ragan encouraged the City to develop the same type of streetscape on Manitou Avenue from Arch to Arch. He recommended the contacting the new Innovations Institute at Colorado College about opportunities for collaborative projects.

Ms. Berchtold completed her review of information and asked Commission members who wanted to make individual comments or thought of other issues to contact her. Some members handed her notes on various items.

**VII. ADJOURNMENT**

Hearing no further business, Chair Delwiche adjourned the meeting at 7:35pm

*Minutes prepared by Michelle Anthony, Senior Planner*