



PUBLIC NOTICE
WOODLAND PARK PLANNING COMMISSION
Thursday, November 14, 2024, 6:30 P.M.
Council Chambers – 220 W. South Avenue

Zoom link from the calendar at the bottom of the front page of the City website (www.city-woodlandpark.org).

- 1. CALL TO ORDER & ROLL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVE MINUTES:** September 12, 2024
- 3. WORK SESSION**
 - A. Code Review Project – Review & Discussion**
- 4. REPORTS**
- 5. ADJOURN**

For more information, please contact the Planning Department 719.687.5202

WOODLAND PARK PLANNING COMMISSION

MEETING MINUTES for September 12, 2024

Council Chambers, 220 W. South Avenue, Woodland Park

This meeting was a hybrid meeting with in-person and virtual attendance. The Zoom meeting link is in the calendar on the City website front page. Public input is very important to the Planning Commission. Comments were encouraged in writing in advance of the meeting to be submitted by mail to the Planning Department at PO Box 9007, Woodland Park, CO, 80866 or email to kschminke@city-woodlandpark.org.

1. CALL TO ORDER & ROLL:

Chair Hartsfield called the meeting to order at 6:31 p.m.

Present	Chair Ken Hartsfield
Present	Vice Chair Lee Brown
Absent	Commissioner Don Dezellem
Present	Commissioner Jarrod Newcom
Present	Commissioner Kenneth Kennedy (via Zoom)
Present	Commissioner Larry Larsen
Present	Commissioner Don Hoying
Absent	Commissioner Koal Middleton
Staff Present:	Senior Planner CJ Gates
	Planning Director Karen Schminke

Permit Technician Amy Wolin (via Zoom)

Quorum requirements are satisfied.

2. PLEDGE OF ALLEGIANCE

3. **APPROVE MINUTES:** The April 25, 2024 minutes were approved with one abstention: Vice Chair Lee Brown abstained due to absence from that meeting.

4. PUBLIC HEARINGS

- A. (File #A24-0074) Extension of Ute Pass (formerly Woodland Park) Self Storage Conditional Use Permit and Site Plan Review: A request by M3XP2, LLC (Applicant) and 19350 Group, LLC (Property Owner) for a 2-year extension of the CUP and SPR approval for the 72,400 SF storage and rental facility proposed on the 4.75-acre tract on Lot 1, W.P. Saddle Club Filing No. 1 (19350 E US Hwy 24) in the Service Commercial (SC) zone. (QJ)

Senior Planner Gates presented the staff report with a description of the 2-year extension request. The site is located south/west of US24 and south of Trull Road, in the southeastern portion of the City; zoned Service Commercial (SC); currently accessed from US 24 via an access easement from Trull Road to the north. Neighboring properties are also zoned SC and include Woodland Park Mobile Home Village to the south, a Saddle Club parcel to the north, and City of Woodland Park lift stations to the northeast. Current photos of the property, as well as the original approved site plan and architectural drawings were shown. He then reviewed this case's history: On July 19, 2018 City Council approved a CUP and SPR for a 72,400 sf self-storage facility on 4.75 acres in Ordinance 1330 Series 2018. On February 6, 2019, a commercial ZDP application for the building was submitted. On February 20, 2019, a ZDP application for a grading permit was submitted. Since construction did not commence, the ZDPs expired in February 2020. The original CUP/SPR expired on July 19, 2020. On January 29, 2021, the Applicant/Owner submitted a CUP/SPR extension, and a ZDP application for waterline infrastructure. Comments on the waterline ZDP were sent back to the

applicant in March 2021; since construction did not commence, this ZDP expired in March 2022. On March 4, 2021, the City Council approved a CUP/SPR extension to July 19, 2022. A second CUP/SPR extension request was submitted, and on July 21, 2022, the CUP/SPR City Council extended it to an expiration date of July 19, 2024. On July 18, 2024, just prior to the expiration date, the Applicant/Owner submitted a third CUP/SPR extension request asking for a new expiration date of July 19, 2026.

Senior Planner Gates explained that extensions of Conditional Use Permits are governed by MC 18.57.090: Authority to issue a zoning/development permit or building permit pursuant to the granting of the conditional use permit shall expire two years after the date of approval of the CUP, except when one of the following conditions has been met:

- A. A zoning/development permit or building permit has been issued and is still deemed valid;
- B. Where no construction is required, the actual commencement and operation of the use has begun; or
- C. An extension has been granted by the City Council.

He then noted the agencies where the application had been referred and reviewed the comments received. He also noted that no public comments were received.

Senior Planner Gates concluded his presentation noting that as there are no regulations to assess, staff does not have a position or recommendation on this extension request. If the Planning Commission finds that an extension is warranted and recommends that City Council grant the two-year extension of the Conditional Use Permit and Site Plan, then the approving resolution should clearly state that the development is still subject to all of the conditions and dimensional standards specified with the original approval.

Planning Commissioners had several questions and clarifications for Staff. Chair Hartsfield explained he would not be recusing himself tonight as he has not been involved in this project for years, thus he can make a fair decision. Planning Commission then clarified that access to the parcel to the south through this property is not viable with the currently approved site design. City Utilities is concerned about the inactivity on the water line and that it would have to be bored under US24. The applicant needs to work with CDOT to gain access for Trull Road. As for the history of the project's extensions, the first extension in 2021 was due to Covid delays and was approved by a close margin. The standards for a CUP approval are fairly extraordinary and can be denied. The 18.57.090 conditions were reviewed, noting that code does address CUP extension however criteria for extensions or the number of times an extension can be granted are not specified. The applicant did submit the request one day before expiration. This use is conditionally allowed in CC and SC, and Permitted Conditionally in the HSCLI and PUD zones. It was also noted that the comments and concerns about the water line and highway access were the same in 2018. Senior Planner Gates added that the same conditions would apply as approved in Ordinance 1330 Series 2018.

The applicant's representative, Michael Harper, 1483 CR 72, Woodland Park, introduced himself. He requested the CUP extension in the past, and explained that the Covid incident caused a lot of disruption in the supply chain, construction, and finance. Since 2022, the project cost and tripled interest rates prohibited the applicant from finding financing. A few months ago they did find a buyer who could accomplish the plan under this CUP.

Lee Frederick of Uplift Development Group, 622 Vista Grande, Colorado Springs, introduced himself. Uplift Development Group specializes in self-storage development. Mr. Frederick gave an overview of the once publicly traded company, which has expanded so it provides

everything from financing to building supplies to shipping. They became interested in Ute Pass Self Storage July 2024, and believe they are capable of developing this project while satisfying the City's requirements. He presented photos of other projects they had completed, including being able to complete projects in areas with stringent zoning requirements to no zoning to repurposing old unused buildings into self-storage. He is prepared to go under contract immediately if the CUP/SPR is extended.

Mr. Frederick assured the Planning Commission that he and Uplift Development Group are familiar with the site plan, and they can complete the project as approved, including the single-story plan and the approved footprint. They provide their own financing. He gave a possible schedule; a purchase date would be set upon extension approval. Ground can be broken within 90 days of resolving the water issue. Once construction begins, it takes 13-15 months to complete dependent on the weather.

Eric Smith, of Matrix Design Group, 2435 Research Parkway, Colorado Springs, has been involved in this project since the beginning. He will review, update, and resubmit the drawings. This should happen quickly if the CUP is extended as improvements already exist, and it's a good site for self-storage because of the zoning and traffic. The CDOT access permit application has to be amended to change the number of trips generated, and drainage report will be updated. The property drains to the creek, not the CDOT ROW. Water is currently on the opposite side of US24, and the boring contractor is confident it can be done.

Planning Commissioners verified with Mr. Smith the timeline for the boring and water, which will be done on a parallel track. City Utilities will be met with early on. Once plans and contracts are approved, they will break ground. The water line building time is 60 days. Mr. Frederick added that this is a similar situation to a project he did on Powers Blvd. in Colorado Springs. Mr. Smith then added that it takes about six months to get the permits in place.

Planning Commission then asked about the existing access permit for Trull Road. Mr. Smith said he has a copy of the access permit, which includes a braking and acceleration lane. Planning Commission was assured that all codes and standards, as well as the original conditions of approval, would be adhered to.

Chair Hartsfield opened and closed the public comment with no additional comments.

Planning Commission further discussed that this is an extension; they are not reviewing new plans. Staff confirmed the process of this CUP/SPR extension: if approved, then the applicant would need to submit final construction plans, they would be administratively reviewed to ensure conditions, codes, and specifications are met, and then ZDPs and building permits would be applied for and issued according to City code. The Commission was encouraged by the presented construction schedule. Also, not many commercial parcels exist in Woodland Park for this use. Since it's near the entrance to the City, it needs to be done right.

MOTION: Commissioner Larsen motioned, and Commissioner Newcom seconded, that the Planning Commission finds that the extension is warranted and recommends City Council grant a two-year extension of (File #A24-0074) Ute Pass (formerly Woodland Park) Self Storage Conditional Use Permit and Site Plan Review: A request by M3XP2, LLC (Applicant) and 19350 Group, LLC (Property Owner) for a 2-year extension of the CUP and SPR approval for the 72,400 SF storage and rental facility proposed on the 4.75-acre tract on Lot 1, W.P. Saddle Club Filing No. 1 (19350 E US Hwy 24) in the Service Commercial (SC) zone pursuant to Municipal Code §18.57.090, and the approving Resolution shall say clearly that the development is still subject to all the conditions and dimensional specified in the original approval.

With no additional discussion, the Chair called for the vote:

YES: Brown, Newcom, Kennedy, Larsen, Hoying, Hartsfield.

NO: None.

Motion carries 6 – 0.

The City Council Public Hearing is scheduled for Thursday, October 3, 2024 at 6:30 P.M.

5. **REPORTS:** Planning Director Schminke informed the Planning Commission that in regard to the code review project, she and the City's consultant, Jennifer Gardner, attended a PRAB meeting to talk about the subdivision development process in relation to open space/recreation space requirements and recommendations, which are currently under "supplementary standards." She also noted the City is currently without a City Engineer on Staff, and are utilizing contracts for on-call services. The search to fill the position will begin soon. The next Planning Commission meeting is a work session on September 26, 2024 at 6:30 p.m.

Chair Hartsfield inquired about the sidewalk requirements, particularly at the new Fred's Towing parcel at the southeastern edge of the City. Director Schminke explained that when a development application is reviewed, City Code usually allows for a developer/applicant the option to either build the sidewalk or to pay Fees in Lieu of a sidewalk. The fees in lieu are collected in place of construction, and used for the intended general use in the City. The original approval for Fred's Towing included payment of fees in lieu of installing the sidewalk, however the developer did not like that amount due and has been considering installing the sidewalk instead. However, he is not comfortable with that cost either, especially since this property is located at the edge of town and the sidewalk will be a dead end.

6. **ADJOURN:** The meeting was adjourned at 7:45 p.m.

Approved this _____ day of _____, 2024 by

Ken Hartsfield, Chair