



PUBLIC NOTICE
WOODLAND PARK PLANNING COMMISSION
Thursday, August 14, 2025, 6:30 P.M.
Council Chambers – 220 W. South Avenue
Revised Agenda (08/07/25)

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

1. **CALL TO ORDER & ROLL**
 2. **PLEDGE OF ALLEGIANCE**
 3. **APPROVE MINUTES:** July 24, 2025
 4. **PUBLIC HEARINGS**
 - A. **Sturman PUD Amendment (A25-0154):** Request by Carolyn Dominy (Applicant) and Dominy Family Living Trust (Property Owner) for approval of a PUD amendment to change the use from Automotive Vehicle Repair and Maintenance Shop and single family residential to Single Family Residential with the ability to have a Home Occupation (MC §18.33.150), a Bed and Breakfast (MC §18.33.161), or a Non-primary Residence Short-term Rental Unit (MC §18.78.050) in the PUD zone. The subject property located north of Trout Creek Road, is two lots: Lot 1 (3.98 acres) Innovation Park Filing No. 1 (a.k.a. 1000 Sturman Pkwy) and Lot 2 (2.07 acres) Innovation Park Filing No. 1 (a.k.a. 1006 Sturman Pkwy) both in Woodland Park, Teller County, CO. (QJ)
 - B. **Top of Paradise Master Plan Extension (A25-0187):** Request by Frankie Valenzuela (Applicant) and Ventus, LLC (Property Owner) for a 5-year extension of the Top of Paradise Amended Master Plan to August 4, 2030. The land area included in the Master Plan extension request is 40.69± acres and currently planned for 38 single-family dwelling units. The subject property is generally located north of Ponderosa Way and east of Majestic Parkway in the Suburban Residential (SR) zone. (QJ)
- The City Council Public Hearing is currently scheduled for Thursday, September 4, 2025 at 6:30 P.M.*
5. **REPORTS**
 6. **WORK SESSION** – Discussion regarding amending Title 18 of the Woodland Park Municipal Code to address recent State legislation required changes related to Accessory Dwelling Units (HB24-1152) and Residential Occupancy Limits (HB24-1007). (L)
 6. **ADJOURN**

For more information, please contact the Planning Department 719.687.5202

WOODLAND PARK PLANNING COMMISSION
MEETING MINUTES for July 24, 2025
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@woodlandpark.gov.

1. CALL TO ORDER & ROLL:

Vice-Chair Larsen called the meeting to order at 6:30 pm.

Present	Commissioner Don Dezelle
Present	Commissioner Ken Hartsfield
Present	Commissioner Don Hoying
Present via Zoom	Commissioner Ken Kennedy
Present	Commissioner Jarrod Newcom
Absent	Chair Lee Brown
Present	Vice-Chair Larry Larsen
Staff Present:	Planning Director Karen Schminke, AICP
	Senior Planner CJ Gates
	City Attorney Betsy Stewart via Zoom
	Permit Technician Amy Wolin via Zoom

Quorum requirements are satisfied.

2. PLEDGE OF ALLEGIANCE

- 3. APPROVE MINUTES:** Commissioner Dezelle motioned, and Commissioner Hartsfield seconded approving the June 12, 2025 Planning Commission minutes. Motion carried by voice vote.

4. PUBLIC HEARINGS:

- A. Basecamp Apartments Conditional Use Permit Extension (A25-0116):** A request by Range Development Montrose EOZ, LLC (Property Owner, and Creighton Soukup (Applicant) for an extension of the approved Conditional Use Permit and site plan for 8 apartment buildings with 122 attached multi-family dwelling units in the Multi-Family Residential Urban (MFU) zone. The subject property is a 7-acre parcel located at the end of Tamarac Parkway and is known as Lot 6 Tamarac Tech Park Filing No. 5, City of Woodland Park, Teller County, Colorado. (QJ)

Vice-Chair Larsen explained the Planning Commission public hearing process.

Commissioner Hoying sought clarification on if extension is the appropriate action to take on this application, as the 2023 permit has already expired. He is especially concerned about the current ordinances that would be applied under a new application, especially the significant changes in the water usage certification requirement. Director Schminke said that would be addressed after the Staff Report.

Senior Planner Gates gave the staff report, reviewing the extension request, site location and access being off of State Highway 67, and surrounding properties. This property has been zoned MFU since 2014. The intent and purpose of the MFU zone is to accommodate

attached residential dwelling units with density levels higher than the SR, UR, and MFS districts. The maximum density in the MFU district is 20 units per acre. He also gave a background, including comparing the 2021 approved CUP and site plans for Lots 6 and 7 for 167 units to the 2023 CUP and Site Plan for 122 units on Lot 6 only. City Council approved the 2023 CUP on May 18, 2023 in Ordinance 1450. This application requests an extension of only the project for Lot 6 in Ordinance 1450. He then reviewed the site plan and described the apartment building types.

Senior Planner Gates then reviewed Municipal Code 18.57.090, which contains the criteria for expiration and extensions of CUPs. This project, formerly called CUP/SPR 2023-01, expired on May 18, 2025, and the Extension Application was received on May 15, 2025, prior to the expiration date. The applicant has submitted a Final Site Plan, Grading Permit, and Infrastructure Permit, which have been through multiple rounds of review with some issues not resolved yet. This extension request application met all public notice requirements. CORE commented that they conditionally approve the extension, but will require a meeting with the applicant to address grading, landscaping, and snow storage areas to meet CORE's clearance and installation requirements. Additionally, staff received one public comment after the packets were issued, it was distributed at tonight's meeting.

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. The recommendation being, 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 state that the development is still subject to all of the conditions and dimensional standards specified with the original approval. If the extension request is approved, the CUP/SPR entitlement will be extended an additional two years with a new expiration date of May 18, 2027.

Commissioner Hoying then cited the three conditions listed in City Code for an extension that this application does not appear to meet: a building permit has been issued; construction has commenced; or City Council has granted an extension by the expiration date. Director Schminke explained that if the application is received before the expiration date, the application is then considered. Commissioner Hoying countered that though that's happened in the past, because the ordinances have substantially changed, especially for water sourcing, he believes that the extension criteria should apply to this and future applications. City Attorney Stewart advised that since the application was submitted three days before it expired, it is ripe for consideration under this ordinance and Municipal Code 18.57.090.

Commissioner Hoying asked for further explanation as the application does not meet any of the three conditions, and Planning Director Schminke clarified that the Planning Commission is the recommending body to City Council, thus they are asking the City Council for the extension so they can obtain their zoning development and building permits. She explained that in the past, the Planning Commission has considered extensions if the extension request is applied for before the expiration date and considered if any work has been accomplished in the permitted timeframe. Senior Planner Gates added that the applicant will speak about the work already done, along with the issues that have come up that necessitated the extension application.

Commissioner Hoying is most concerned with what gives the Planning Commission the authority not to follow the code as written. City Attorney Stewart answered that the applicant needs to present their case, and that the issue of City Code is being followed is more of a deliberation aspect of the hearing.

Vice Chair Larsen clarified that this extension only applies to Lot 6 only and not to Lot 7.

Vice Chair Larsen called for the applicant's presentation. Kurt Soukup of Basecamp, the developer and owner, believes the project would have been completed if not for issues with CORE. After months of issues and meetings with CORE's attorney and business group, and an estimated cost of \$400,000 to move CORE's feeder lines through Basecamp's property, Basecamp decided to reduce the density from 135 to 122, but as low as 100 units, to not impact CORE's lines. They are also planning on providing more green space and engaging an arborist to keep more trees, but mainly so they don't interfere with a CORE easement and the potential cost of moving CORE's line off Basecamp's property.

Creighton Soukup of Basecamp noted they have worked closely with Basecamp's civil engineers, CORE and the Planning Department, looked at site plan details like parking and snow storage. The current density in the approved site plan required Basecamp to grade along CORE's easement, which is along the SH67 property line. Initially, no red flags were raised with the original estimate calling for removing plus or minus a foot of dirt, but then CORE didn't want any grading more than six inches above their two feeder lines, which go in and out of the easement and onto the Basecamp property. This project could not fulfill one of the conditions of the 2023 approval in time, which was to obtain a letter from CORE with permission to grade in their easement and on top of their lines, or to move CORE's lines at Basecamp's expense. CORE's denial triggered Basecamp to consider decreasing density, parking, and not grade in the easement along SH67. He added that Basecamp was looking to find the right product to build after the winter ended.

Commissioner Hartsfield confirmed the applicant is ready to get started as significant engineering and architectural inputs are already done. Decreasing the number of buildings and units accommodates CORE's requirements and decreases Basecamp's expense, so the goal would be to start construction in the spring of 2026.

Vice Chair Larsen asked if the applicant considered letting the plan expire and begin anew, but the applicant decided to follow the Planning Staff's recommendation to ask for an extension of the prior approval and they will later submit an application for a site plan amendment, which will include significant changes.

Planning Commissioners confirmed the applicant will still purchase Lot 7 to make it into recreational open space as originally planned by the prior developer in 2021. Mr. Soukup noted, Lot 7 is still important for Basecamp's planned trail system. Lot 6's density will also be further reduced so the buildings will not infringe on CORE's easement; fewer buildings with about 100 units will increase the open space. Senior Planner Gates clarified that staff has met with the applicant regarding the new project vision, and staff recommended an extension application for what they have already been entitled. When they have the site plan changes, they can submit an application for the CUP amendment process. Tonight's decision concerns the extension of the 2023 CUP, any changes to the site plan would come back to the Planning Commission for consideration, and this site has been zoned MFU since 2014.

Vice Chair Larsen opened Public Hearing.

Todd Wiseman, of Woodland Park, urged the Planning Commission to deny the request for the extension. His argument hinged on a plain reading of the Code, which shows that the extension has not been granted before the expiration deadline. He then quoted MC18.57.090, stating that this permit is expired. He does not believe the three exceptions are met, and approving this extension would set a precedent and would erode the integrity

of the City's review process. He provided a written copy of his comments to the Planning Commission for the record.

Vice Chair Larsen asked City Attorney Stewart to address the comments made by Mr. Wiseman, but she stated she does not comment on perspective, intangible, or pending litigation. The City has traditionally accepted extension applications if they are submitted by the expiration deadline. Also, the Planning Commission's duty tonight is to make a recommendation to the City Council, not a final decision on the extension.

Joe Fury, of The Reserve of Tamarac, commented via Zoom. He agreed with Mr. Wiseman on following the word of City Code when it comes to interpreting the deadline, and not just following traditions.

Kurt Soukup provided the applicant rebuttal. He reiterated, the City directed them to apply for an extension by May 18th, and they submitted on May 15th. The applicant has been working diligently on this project with CORE. In fact, if they had not had issues with CORE, they probably would be nearly finished. Also, the applicant has planned to reduce density, and would support the community with more open space. Creighton Soukup added that the intention was not to be negligent; it turned out to be a more complex site, therefore several parts of the plan were redesigned: the density, drainage, some road design, and incorporating some of Mr. Wiseman's ideas make this a better project for everyone in the community.

Planning Commission discussed the Code's definition of the expiration date concerning extensions, and if that is open to interpretation. They have discussed several times in the past, and thought a fair compromise was to honor the application for extension as valid if submitted before the expiration date. Concern was expressed that this would not be an issue if the plan and the code have not changed in the permit window. But in this case, a substantial change to the code was made in April regarding water availability requirements.

Planning Director Schminke provided some history regarding utility requirement review criteria associated with the City's Conditional and Special Use Permit regulations. In MC Section 18.57.050 B., the following condition number 9 was in place in 2021 and 2025.

9. *The proposed development and use shall be designed, constructed and maintained with adequate water supply, wastewater disposal, solid waste disposal, air quality protection methods and surface water drainage.*

Two years ago, the City Council determined that the City had enough water available for this project's 122 units. A new City Ordinance this year added an extra criteria (Condition number 12), which although Staff believes is already addressed under Condition 9. Director Schminke read the new condition which states, *"The proposed development shall require approval of the City that connection and availability of a water source exists that is sufficient to serve the needs of the proposed uses and structures."*

While the Planning Commission and City Council found that there was sufficient water for 122 units when approving this proposal two years ago, when the applicant comes through with an amendment request, the entire list, including the new criteria, will be reviewed at that time. If the applicant applies for an amendment in the future, the ordinance in effect at the time is applied. The issue before the Planning Commission tonight is only to consider an extension of the 2023 CUP.

Commissioner Kennedy commented that two members of the public gave constructive criticism on the code wording, and how the City has been applying it. While this extension

request was submitted before the expiration date, the Code wording may indicate approval must be completed by the expiration date. Common practice, though, has been to honor the extension request if the application is submitted before the expiration date. To meet the current code, an applicant would need to apply for an extension four to five months before the expiration date to allow time for the public hearing process. However, this applicant should not be involved in that discussion, as they were advised by City Staff on deadlines and procedures to follow, which they have done. City Attorney Stewart recommended following prior procedures for the purposes of consistency, and consider this extension request. In the future, the Planning Commission will consider the extension deadline wording as a code revision.

Planning Commissioners then summarized the discussion, and the Vice Chair asked for a motion.

MOTION: Commissioner Hartsfield moved and Commissioner Dezellem seconded, to recommend City Council approve the Basecamp Apartments Conditional Use Permit Extension (A25-0116): A request by Range Development Montrose EOZ, LLC (Property Owner, and Creighton Soukup (Applicant) for an extension of the approved Conditional Use Permit and site plan for 8 apartment buildings with 122 attached multi-family dwelling units in the Multi-Family Residential Urban (MFU) zone, subject to all of the conditions and dimensional standards specified within the original approval.

YES: Hartsfield, Kennedy, Newcom, Dezellem, Larsen

NO: Hoying

Motion carried 5-1.

The City Council Public Hearing is currently scheduled for Thursday, August 21, 2025, at 6:30 p.m.

Vice Chair Larsen closed the public hearing portion of the meeting, and the Planning Commission moved into a work session.

5. **REPORTS:** Reports were not made during the public hearing portion of the meeting.
6. **WORK SESSION** – Code Review Project & Discussion
7. **ADJORN** - The public hearing part of the meeting was adjourned at 7:33 p.m.

Approved this _____ day of _____, 2025 by

Larry Larsen, Vice – Chair



Planning Commission Staff Report Public Hearing August 14, 2025

Agenda Item

4A

Department

Planning

Presenter

C.J. Gates
Senior Planner

AGENDA ITEM 4A

Sturman PUD Amendment (A25-0154): Request by Carolyn Dominy (Applicant) and Dominy Family Living Trust (Property Owner) for approval of a PUD amendment to change the use from Automotive Vehicle Repair and Maintenance Shop and single family residential to Single Family Residential with the ability to have a Home Occupation (MC §18.33.150), a Bed and Breakfast (MC §18.33.161), or a Non-primary Residence Short-term Rental Unit (MC §18.78.050) in the PUD zone. The subject property located north of Trout Creek Road, is two lots: Lot 1 (3.98 acres) Innovation Park Filing No. 1 (a.k.a. 1000 Sturman Pkwy) and Lot 2 (2.07 acres) Innovation Park Filing No. 1 (a.k.a. 1006 Sturman Pkwy) both in Woodland Park, Teller County, CO. (QJ)

BACKGROUND

In December of 2000, subject property was annexed into the City and zoned Planned Unit Development (PUD). The property is located north of Trout Creek Road and east of the southern entrance to Andrew Wommack Ministries, Inc. (AWMI) Headquarters (HQ) (formerly Sturman's property). In 2014, a 9.83-acre parcel was subdivided into 3 large lots and Tract A, known as Innovation Park Filing No. 1. Tract A (60' wide) is located on the west side of Lot 1 and its purpose is for ingress, egress, utilities and future road improvements. This road (aka Sturman Parkway) is currently privately owned and functions as a secondary access to AWMI Headquarters. The Dominy's purchased Lots 1 and 2 from the Sturmans in 2019.

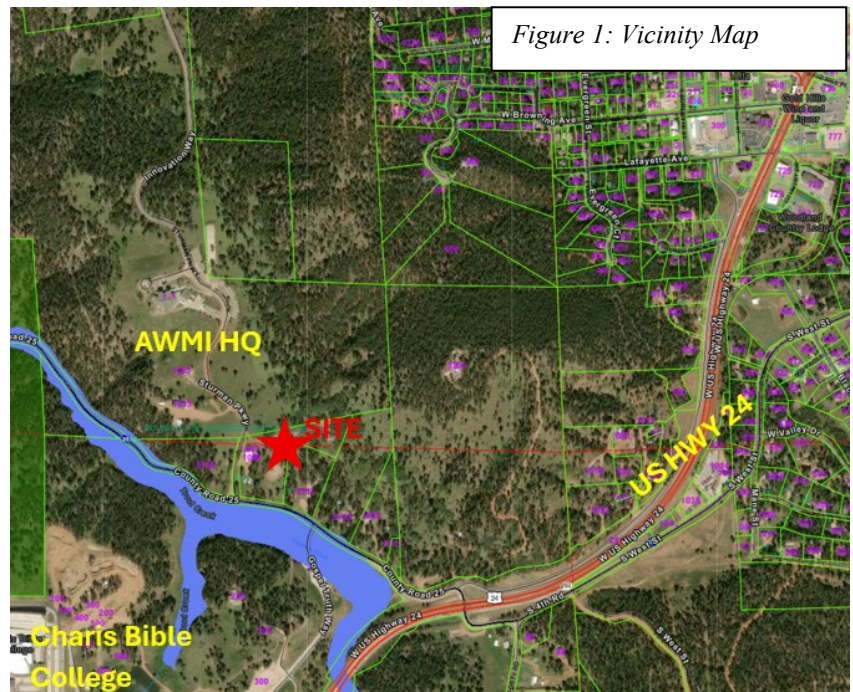


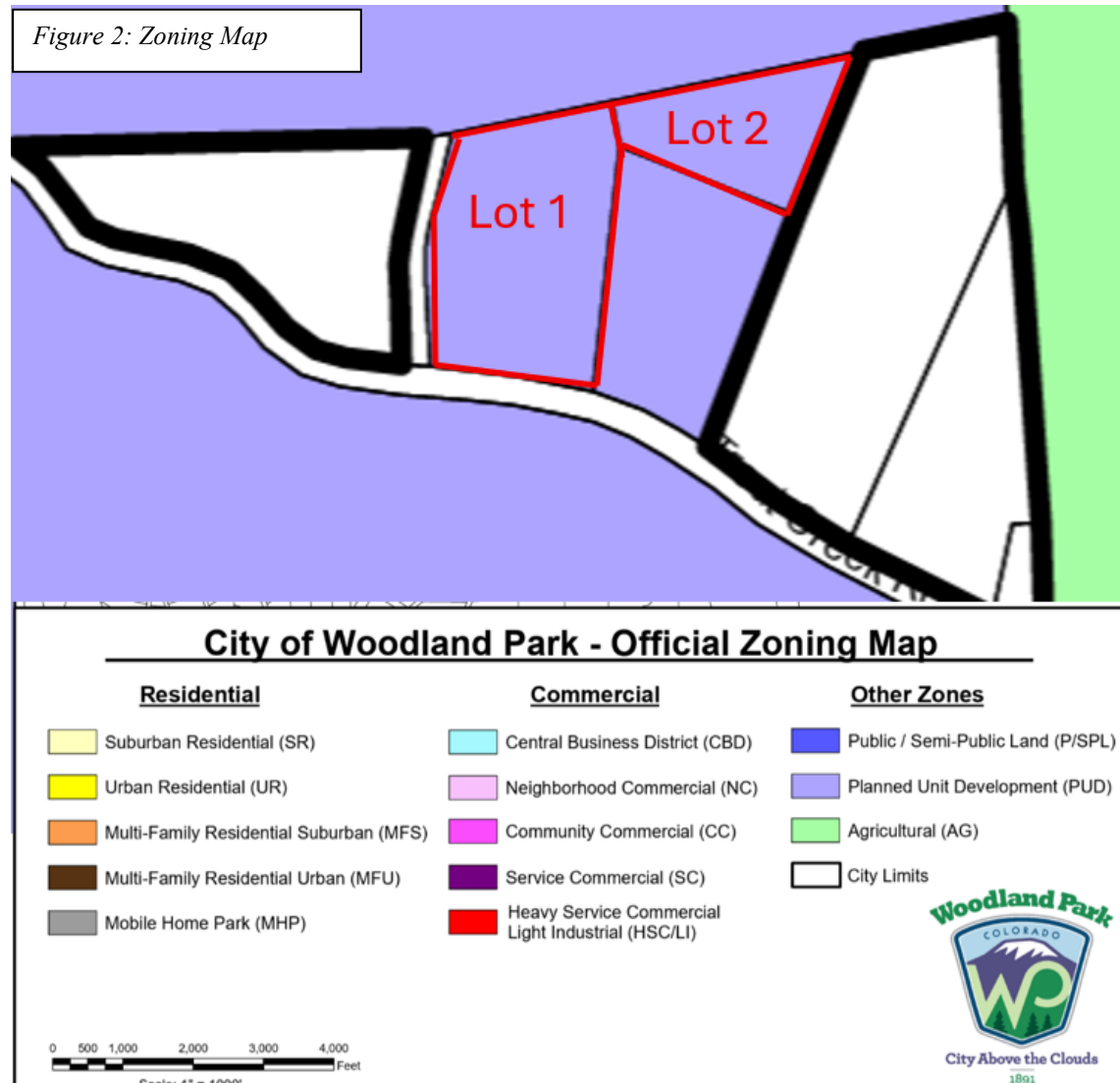
Figure 1: Vicinity Map

In 2019, David Havice (Applicant) and Dominy Properties LLC, (Property Owner) applied for and gained approval of a PUD amendment to change use from Light Manufacturing/Industrial/R&D/Machine Shop to Automotive Vehicle Repair and Maintenance Shop

with an education/apprenticeship program and one single family residential unit on Lot 1 of Innovation Park No. 1 (1000 Sturman Parkway). Planning Commission approved this request on December 12, 2019. Although this PUD amendment and use was approved by Planning Commission, this use never came to fruition. After the approval, the applicant at the time, (Mr. Havice) submitted an email to Woodland Park Planning Staff stating that he would like to withdraw the approval and the use of an Automotive Vehicle Repair and Maintenance Shop was not going to happen.

ZONING

Lot 1 and 2 of Innovation Park Filing 1, are zoned PUD as seen below.



Lots 1 and 2 above are located within the area designated as "Building Site 8" of the Sturman PUD. Below in figure 3 is a snapshot of the Sturman PUD Building Site 8. Figure 4 below is another snapshot of the Sturman PUD which provides additional information regarding the original allowed uses for Building Site 8:

Figure 3: Sturman PUD Building Site 8

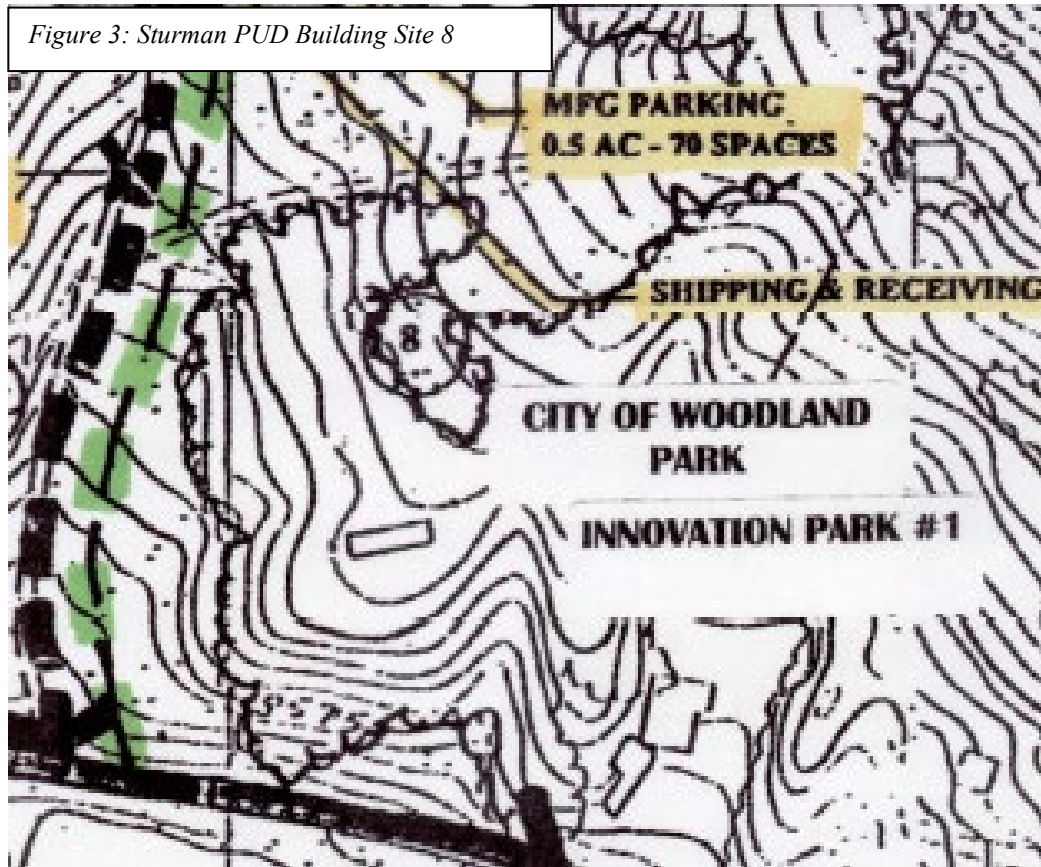


Figure 4: Sturman PUD Building Site 8 allowed uses

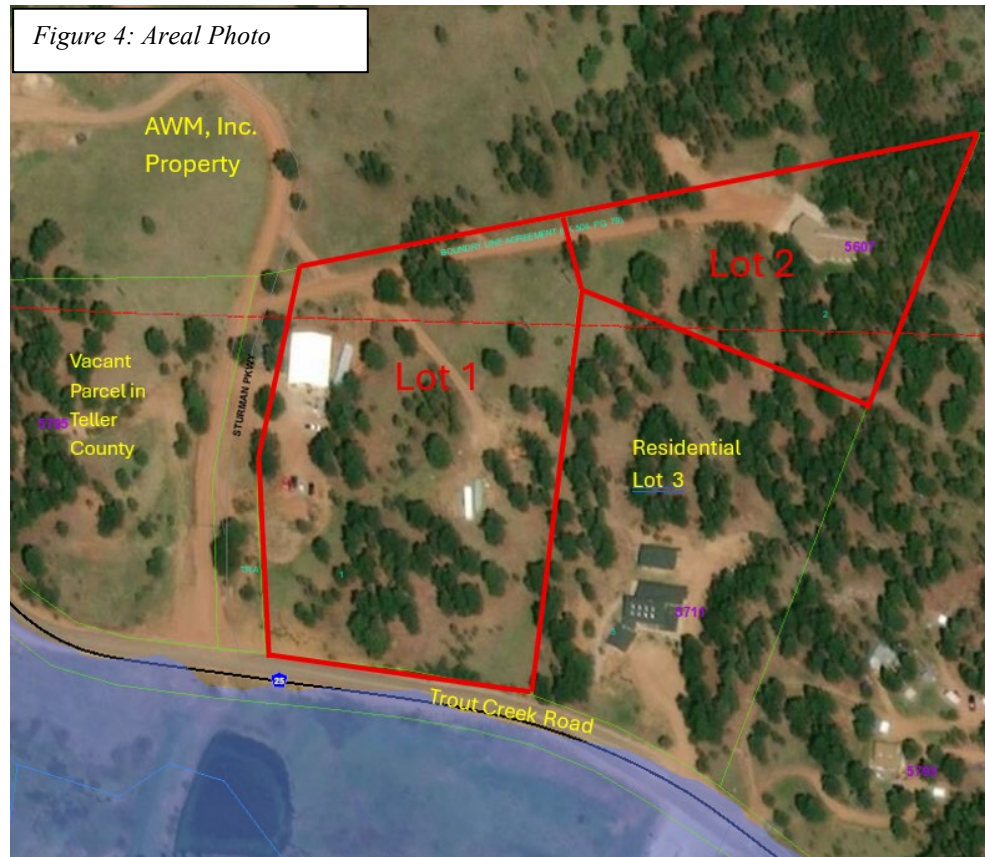
(8) Uses permitted conditionally are limited to (i) Residential single-family dwelling units and those buildings and structures accessory to residential uses; (ii) Home Occupations subject to 18.33.150 of the Municipal Code; (iii) Bed and Breakfast establishment subject to 18.33.161; and (iv) Vacation Rentals for families or groups of not more than five persons not related by blood, marriage or adoption;

SITE & SURROUNDING PROPERTIES

Lot 1 and 2, Innovation Park Subdivision Filing No. 1 is zoned Planned Unit Development (PUD) and the site surrounded by the following properties/uses:

- To the north is the unplatted 223-acre tract occupied by AWMH Headquarters (formerly Sturman Industries) zoned PUD.

- To the east and south of the subject properties is lot 3 of Innovation Park Filing No. 1, each with an existing single-family home, zoned PUD and across Trout Creek Road (City of Woodland Park) and Charis Bible College (Sanctuary PUD).
- To the west is a vacant 4.5-acre tract in Teller County zoned A-1.



Currently existing on Lot 1 (1000 Sturman Parkway) are two storage sheds and a 2,520 square-foot shop built in 2000 that is apparently being used as a “man cave” and storage. It is not currently being used for business or commercial purposes. Lot 2 (1006 Sturman Parkway) is where the Dominy’s personal residence is located which was built in 1989 which is serviced by a commercial well and individual septic disposal system. The Dominy’s live at this residence full time and it is not currently being used for business or commercial purposes.

CURRENT PROPOSAL

As previously stated, in 2019 Planning Commission approved the request for a PUD amendment to allow for an Automotive Vehicle Repair and Maintenance Shop on lot 1. Even though the use was never established on the subject property, the entitlement still stands thus needing a PUD Amendment to update the desired uses of this entitlement. The owner and applicant are proposing a PUD Amendment to change the use from Automotive Vehicle Repair and Maintenance Shop and single family residential to Single Family Residential with the ability to have a Home Occupation (MC §18.33.150), a Bed and Breakfast (MC §18.33.161), or a Non-primary Residence Short-term Rental Unit on both lots 1 and 2.

According to the applicant narrative attached hereto, they plan to eventually build a single-family residence on lot 1 which they would like to operate as a long-term rental or non-primary residential short-term rental unit (both currently allowed within the approved PUD). The applicant has immediate plans to build additional storage space next to the existing shop. This will enable the applicants to demo the existing two storage sheds which are currently located within an easement. Lot 2 is where the applicant's single-family residence is located. They are requesting to retain the entitlement per the approved PUD to allow for a Home Occupation, Bed and Breakfast, and or a non-primary Residence Short-term Rental unit.

REFERRALS

The application was referred to City departments including the City Attorney, City Manager, City Clerk, Utilities, Public Works, Police Department, Planning and Building and external agencies including Northeast Teller County Fire Protection District, Black Hills Energy, Core Electric, Colorado Department of Transportation, Century Link/Lumen, and TDS Telecom. Staff received no comments.

NOTIFICATIONS AND PUBLIC COMMENT

Adjacent property owners within 150 feet were mailed a letter notifying them of the extension request as well as all meeting dates including the scheduled Planning Commission and City Council public hearings. The site was posted with public notice posters and notice of the public hearings was published in the Pikes Peak Courier in compliance with the Municipal Code. Staff has received no public comment on the proposal.

CODE COMPLIANCE – PUD AMENDMENT

The following applicable sections of Chapter 18.30 have been considered in the evaluation and analysis of this PUD amendment:

§18.30.010 Purpose.

- A. *The purpose of the PUD district is to provide more flexibility and latitude of design, to provide for a greater variety of principle and accessory uses in the development or redevelopment of lands, to meet the technological changes in concepts and to encourage initiative and more efficient allocation and creative development of parks, recreation areas and open space.*

Complies. The proposed PUD amendment would provide greater flexibility within the PUD. The applicants are requesting to retain the current uses that already are allowed within the approved PUD and ensure the character of the land remains residential.

- B. *To best accomplish these objectives, and in order to develop an acceptable plan that is in keeping with other chapters of this title, it is essential that the proponents coordinate their development with the planning commission.*

Complies. Everything related to a PUD zone district is considered by the Planning Commission who is scheduled to review this requested amendment on August 14, 2025. The Planning Commission is the approving authority for the PUD amendment.

§18.30.020 *Where district may be established.*

Not applicable. The PUD zone district for this land was established in 2000 and remain in place and valid to this day.

§18.30.030 *Requirements for approval [for siting a PUD zone].*

A Planned Unit Development district shall be approved only on a tract of land proposed to be developed under the PUD concept and may be approved by the Planning Commission; provided, that the proponents have established, to the approval and acceptance of the City, that connection and availability of water exists that is sufficient to service the needs of the proposed uses and structure

Not applicable. The PUD zone district for this land was established in 2000.

§18.30.070 *Modification of subdivision requirements.*

This section allows for the waiver or modification of subdivision specifications that are contained in the Municipal Code for any associated subdivision within a PUD area if it is found that such specifications are not required in the interest of the PUD and that modifications of such specifications are not inconsistent with the interests of the City.

Not applicable. This current application is not proposing any subdivision of land.

§18.30.080 *Final Plan Requirements – Approval*

This is a request is to change the use from Automotive Vehicle Repair and Maintenance Shop and single family residential to Single Family Residential with the ability to have a Home Occupation (MC §18.33.150), a Bed and Breakfast (MC §18.33.161), or a Non-primary Residence Short-term Rental Unit (MC §18.78.050) in the PUD zone.

- A. *The development plan of the PUD district shall meet the requirements of accepted land planning practices; promote public health, safety, and general welfare; provide adequate light, air, privacy and convenience; lessen and avoid congestion of the public streets and highways; conserve the values of surrounding properties; and protect against fire, panic, explosion, noxious fumes, flooding along natural watercourses, and other hazards.*

Complies. The proposed PUD amendment meets accepted land planning practices. It promotes public health, safety and general welfare in the design and lot layout; and it provides adequate light, air, and convenience within and adjacent to the site given its open space provisions. The proposed PUD amendment is in line with the current residential character of this portion of the PUD. Any future structures and dwelling units proposed at the subject property are still subject to all rules and regulations outlined in the Woodland Park Municipal Code.

Since this previous PUD amendment was approved in 2019, the City has adopted a new comprehensive plan, *Envision Woodland Park 2030*. In *Envision Woodland Park 2030* plan, the Future Land Use Map has identified this area for mixed use. The plan explains ‘mixed use areas’ as follows:

MIXED USE AREAS support a diversity of uses. This can be vertical mixed use or horizontal mixed use. These areas are typically in high use areas that are not currently developed. Specific characteristics are desired for each of the three identified mixed-use areas. A description of each mixed use area is listed below with a key on the map.

A: The area along Highway 67 already supports nodes of commercial development. Other areas are flexible in development as non-residential mixed use. The primary reason for discouraging residential development along the highway in the mixed use area is to provide a balance of employment and service land uses to serve the community and to ensure there is enough water to provide service to planned residential areas.

- B. *The proponents of a PUD shall, after review of the preliminary plan with the planning commission, submit a final plan of development to the planning commission for its consideration, upon which plan the commission shall advertise and hold at least one public hearing. The development plan shall include, but not be limited to, the following information:*

If approved, the existing Final Development Plan will still be valid.

1. *Location and size of the area involved;*
Complies. The PUD amendment consists of two lots: Lot 1 (3.98 acres) Innovation Park Filing No. 1 (a.k.a. 1000 Sturman Pkwy) and Lot 2 (2.07 acres) Innovation Park Filing No. 1 (a.k.a. 1006 Sturman Pkwy) both in Woodland Park, Teller County, CO.
2. *All improvements of surrounding properties lying adjacent to the proposed PUD district;*
Complies. Surrounding property uses and improvements remain unchanged from the initial approval in 2019.
3. *The dwelling unit per tract density of residential areas included in the plan;*
Complies. The applicant is not proposing to change the existing density that is approved within the PUD.
4. *Areas proposed to be conveyed, dedicated, or reserved for parks, parkways, playgrounds, school sites, public buildings and similar public and semi-public uses,*
Complies. The current PUD Amendment is not impacted by this provision. This provision of Municipal Code was satisfied during the PUD Master Plan process.
5. *The location and width of proposed streets, public ways, easements and other similar public and private facilities;*
Complies. The current PUD Amendment does not change the location and width of proposed streets, public ways, easements and other similar public and private facilities

6. *The use, height, bulk and location of all principal and accessory buildings on the development plan;*

Complies. All regulations regarding height, bulk and location of all principal and accessory buildings remain unchanged. All rules and regulations for future structures will be implemented at time of permit.

7. *Agreements, provisions, or covenants which govern the use, maintenance and continued protection of the planned development and any of its common open space. Said agreements, provisions or covenants must be written so as to be acceptable to the city;*

Not Applicable. The three lot subdivision (Innovation Park Filing No. 1) does not currently have a Home Owners Association and the PUD Amendment does not affect that.

8. *A development schedule indicating the following:*

- a. *The approximate date when construction of the project can be expected to begin,*

Not Applicable. The applicants did not provide a timeline of the future plans for the subject property. Any future structures and or building are not included within the PUD Amendment.

- b. *The stages in which the project will be completed and the approximate date when construction of each stage can be expected to begin;*

Not Applicable. The applicants did not provide a timeline of the future plans for the subject property. Any future structures and or building are not included within the PUD Amendment.

9. *The feasibility of the proposal for the disposition of sanitary waste and storm water runoff;*

Complies. If any new development is proposed in the future, all sanitary waste and storm water runoff provisions will be assessed by the Woodland Park Utilities Department at time of permit.

10. *The location, number and dimensional plans of proposed off-street parking and loading facilities;*

Complies. Each lot contains adequate provision for at least two off-street parking spaces in compliance with the Municipal Code for residential development.

11. *A schematic landscaping plan indicating approximate location, number and type of shrubs, conifer, or deciduous trees or other form of landscaping treatment;*

Complies. If any new development is proposed in the future, all landscaping provisions will be assessed by the Woodland Park Utilities Department at time of permit.

12. *All information required to be contained upon and the supplemental material to be accompanied with a preliminary subdivision plat in accordance with Sections 17.20.070 and 17.20.080 of the city's subdivisions regulations which has not been previously required;*

Not Applicable. A Preliminary and Final Plat has been approved and implemented for the subject property. Lot configuration within this subdivision is remaining unchanged.

§18.30.090 Common open space requirements. *No open space may be accepted as a common open space under the provisions of this chapter unless its character and quality have been approved by the planning commission:*

- A. The size and character of the dwellings to be constructed within the planned development;*
- B. The character of surrounding development;*
- C. The topography and existing amenities of the open area, including existing trees, groundcover and other natural features;*
- D. The manner in which the open area is to be improved and maintained for recreational or amenity purposes;*
- E. The existence of public parks or other public recreational facilities in the vicinity;*
- F. The relationship of the area in open space to the number of dwelling units;*
- G. Open space requirement determined by gross land acreage: 20.1 – 40 gross acres requires 15% open space.*

Not Applicable. This provision is not applicable due to the fact that the common open space requirements were satisfied in 2016 when the Sturman PUD Amended Plan was approved. A total of 240.75 acres (75% total land area) was designated for open space.

§18.30.100 Permitted uses. *All uses allowed in a PUD are permitted conditionally and are designated under PUD in the table of permitted uses for business, industrial and residential districts located in Section 18.09.090.*

Complies. The PUD Amendment proposal includes uses such as Home Occupation (MC §18.33.150), a Bed and Breakfast (MC §18.33.161), or a Non-primary Residence Short-term Rental Unit (MC §18.78.050) are allowed within the PUD zone per the Woodland Park Municipal Code.

§18.30.110 Dimensional Standards. *The lot area per dwelling unit within a planned unit development, exclusive of the area occupied by streets, will be in harmony with the surrounding areas (reference Section 18.30.030), intent and purpose of this chapter and determined by serviceability, recommended by the planning commission and approved by city council. The maximum density permitted within a planned unit development is two dwelling units per gross acre. All other dimensional standards, including the maximum percentage of lot coverage by buildings, structures and impervious surface, the maximum height of buildings and structures, the minimum frontage of lots and the minimum front, side and rear yard building and structural setback requirements, shall be recommended by the Planning Commission and approved, approved with conditions or disapproved by City Council.*

Complies. All development standards are included within the approved Final Development Plan. All regulations regarding development standards will be implemented at time of permit in the future.

§18.30.120 Parking. *Off-street parking requirements in a PUD district shall be as follows:*

- A. For residential uses, as provided in Chapter 18.39 of this title;*

Complies. The Municipal Code requires two off-street (on-site) parking spaces for every residential unit. Compliance with parking requirements are reviewed and assessed with the Zoning Development Permit application for each house.

- B. *For non-residential uses, off-street parking and loading shall be as provided in accord with the requirements of Chapter 18.36.*

Not applicable.

§18.30.140 – Plan Changes

No changes in a plan for a PUD shall be made, nor shall there be any deviation from the plan, without first obtaining approval as follows:

- A. *Changes in general character or land use shall require approval of the planning commission and such approval may be granted only after a publication of notice to public hearing, and after the public hearing has been conducted as advertised.*

Complies. Everything related to a PUD zone district is considered by the Planning Commission who is scheduled to review this requested amendment on August 14, 2025. The Planning Commission is the approving authority for the PUD amendment.

- D. *Changes in general character or land use shall require approval of the City that connection and availability of water exists that is sufficient to service the needs of the intended used and structures of such lot(s).*

May Comply. The single-family residence located on lot 2 of Innovation Park Filing No. 1 is currently being served by a private well and Individual Sewage Disposal System (ISDS) (Sepic system). The water and sewer supply status of Lot 1 Innovation Park Filing No. 1 is currently unknown. City of Woodland Park Staff has reached out to the Teller County Building Department regarding past permits for either a well or septic system. No information has been provided. In result of this provision staff is proposing condition of approval number 4 that reads: “property owners and/or future tenants of Lot 2 of Innovation Park Filing No. 1 may continue to use the Individual Sewage Disposal System (ISDS) (Sepic system) and water well as long as these services are maintained in good working conditions. However, it is City of Woodland Park policy that if the ISDS or well fails, then the owner is required to connect to City services. For any future development that requires water service on Lot 1 of Innovation Park Filing No. 1, the owner will be required to connect to the City water system.” This provision may comply if the owner/applicant comply with the conditions of approval.

STAFF RECOMMENDATION

APPROVAL, based on the findings in the staff report and as presented at public hearing, of the request by Carolyn Dominy (Applicant) and Dominy Family Living Trust (Property Owner) for approval of a PUD amendment to change the use from Automotive Vehicle Repair and Maintenance Shop and single family residential to Single Family Residential with the ability to have a Home Occupation (MC §18.33.150), a Bed and Breakfast (MC §18.33.161), or a Non-primary Residence Short-term Rental Unit (MC §18.78.050) in the PUD zone. The subject property located north of Trout Creek Road, is two lots: Lot 1 (3.98 acres) Innovation Park Filing No. 1 (a.k.a. 1000 Sturman Pkwy) and Lot 2 (2.07 acres) Innovation Park Filing No. 1 (a.k.a. 1006 Sturman Pkwy) both in Woodland Park, Teller County, CO; subject to the following conditions:

1. Prior to construction of a single-family home, the applicant must apply for and gain approval of a Single-Family Zoning Development Permit with the City of Woodland Park as well as all applicable building permits with Pikes Peak Regional Building Department.
2. Prior to construction of any new structures, the applicant must apply for and gain approval of a Development Permit with the City of Woodland Park as well as all applicable building permits with Pikes Peak Regional Building Department.
3. Prior to operating a Non-primary Residence Short-term Rental Unit at the subject property, the applicant must submit for and gain approval of a Short-Term Rental business license with the City of Woodland Park.
4. The property owners and/or future tenants of Lot 2 of Innovation Park Filing No. 1 may continue to use the Individual Sewage Disposal System (ISDS) (Sepic system) and water well as long as these services are maintained in good working conditions. However, it is City of Woodland Park policy that if the ISDS or well fails, then the owner is required to connect to City services. For any future development that requires water service on Lot 1 of Innovation Park Filing No. 1, the owner will be required to connect to the City water system.

STAFF REPORT ATTACHMENTS

Application

Approved Sturman Planned Unit Development



2025 GENERAL APPLICATION

(Revised 1/1/2025)

Project # _____

Case # _____

Fee(s): See City of Woodland Park
Fees Sheet (Plus publication/recording
fees, as applicable)

Type of Application (Check one or more as applicable)

- | | | |
|---|---|---|
| ☐ Site Plan Review Permitted Use | ☐ Special Use Permit | ☐ Preliminary Plat |
| ☐ Site Plan Review Conditional Use | ☐ Planned Unit Development (PUD) | ☐ Exemption Plat |
| ☐ Conditional Use Permit | ☒ PUD Amendment | ☐ Final Plat |
| ☐ Zoning Change | ☐ Appeal | ☐ Townhouse Plat |
| ☐ Extension of Development | ☐ Variance | ☐ Condominium Plat |

1. Applicant Information

- a. Applicant Name Carolyn Dominy
- b. Project Coordinator ☐ Property Owner ☒
- c. Mailing Address 1006 Sturman Pkwy, Woodland Park, CO 80863
- d. E-mail Address dominyswwjd@gmail.com
- e. Phone Numbers Home _____ Work _____ Mobile 801.518.4752

2. Property Owner Information (if different from above)

- a. Name _____ Project Contact? Yes ☐ No ☐
- b. Mailing Address _____
- c. E-mail Address _____
- d. Phone Numbers Home _____ Work _____ Mobile _____

3. Site Information

- a. Site Address 1000 & 1006 Sturman Pkwy, Woodland Park, CO 80863
- b. Lot 1&2 Block _____ Subdivision Innovation Park
- c. Property Zoning PUD Lot Size 3.9 & 1.2 Acres ☐ Square Feet ☐

4. Is the property subject to covenants? Yes ☐ No ☒ If yes, then submit copy of covenants and current contact for HOA. It is the responsibility of the landowner to submit HOA approval with this application.

5. Project Information

- a. Project Name PUD Amendment
- b. Brief Description of Project/Request Re-zone to residential for both properties.

Project Narrative (On a separate sheet provide additional project details and how the proposal complies with the applicable code requirements, which can be found in Section 8 of this application.)

5. Consultant Information (if applicable)

a. Architect

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

b. Engineer

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

c. Planner

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

d. Surveyor

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

e. Other (specify role) _____

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

6. Submittal Requirements

The following items must be included at time of submittal (in addition to items on the submittal checklists) or the application will not be processed (additional copies may be requested).

Type of Application	24" x 36" Plan Set	11" x 17" Plan Set	Adobe Acrobat Portable Document Format (.pdf) electronic Plan Set on a flash drive	Warranty Deed or Title Policy	List of adjoining property owners within 150'	Copies of reports (narrative, traffic study, drainage, etc.)
All Types	1	1	1	1	1	1

7. Applicable Code Sections

The following are the applicable code sections by type of application and are for assisting applicants in completing the required project narrative. The City of Woodland Park's Municipal Code can be found at www.city-woodlandpark.org/Charter&Code. Subdivision requirements are in Title 17 and Zoning is in Title 18 of the Municipal Code.

Type of Application	Applicable Code Sections
Site Plan Review Permitted Use	Chapters 18.34, 18.33 and 18.39
Site Plan Review Conditional Use	Chapters 18.34, 18.57, 18.33 and 18.39
Conditional Use Permit	Chapter 18.57 plus applicable site plan regulations
Zoning Change	There are no specific standards, but the applicant should provide supporting argument for a zoning change, including how it complies with the Comprehensive Plan
Special Use Permit	Chapter 18.61 plus applicable site plan regulations
Planned Unit Development	Chapters 18.30, 18.33, 18.39, Sections 17.20.070, and 17.20.080
Appeal	Chapter 18.54
Variance	Chapter 18.60
Preliminary Plat	Chapter 17.20 plus applicable subdivision sections
Exemption Plat	Section 17.52.030 plus applicable subdivision sections
Final Plat	Chapter 17.24 plus applicable subdivision sections
Townhouse Plat	Chapter 17.32 plus applicable subdivision sections
Condominium Plat	Chapter 17.32 plus applicable subdivision sections

8. Certification of Ownership

I (We) do hereby declare and affirm that I (we) am (are) the exclusive owner(s) and title holder(s) of the above described property.

➡ Peter Dominguez 6/9/25
Owner Date

➡ Carlynn Dominguez 6/9/25
Owner Date

9. Certification:

The undersigned applicant certifies under oath and under penalties of perjury that the information found in the application is true and accurate to the best of their knowledge.

I certify that I understand that the proposed development is in accordance with all provisions of the City of Woodland Park's Municipal Code and other applicable regulations.

➡ Carlynn Dominguez 6/9/25
Applicant Date

City Use Only

1. Submission _____, 20____, taken by _____
Fee Received _____, 20____, taken by _____
2. Application is deemed complete – OR – deemed incomplete and returned to applicant to complete on ____/____/____.
3. Public Hearing Notice
Published _____, 20____
Posted _____, 20____
Adjacent Property Notification _____, 20____.
4. Planning Commission Public Hearing _____, 20____.
Board of Adjustment Public Hearing (when applicable) _____, 20____.
5. City Council First Reading of Ordinance (if applicable) _____, 20____.
City Council Public Hearing _____, 20____.
Notes _____

6. Letter of Approval/Denial to applicant sent _____, 20____.
7. Additional Information

Proposed Changes to Properties

Currently the both properties are zoned PUD #8, which includes a single residence dwelling on both properties, a bed and breakfast and Airbnb. We want to retain all of those options but rezone to residential as we will never operate a manufacturing or automotive business.

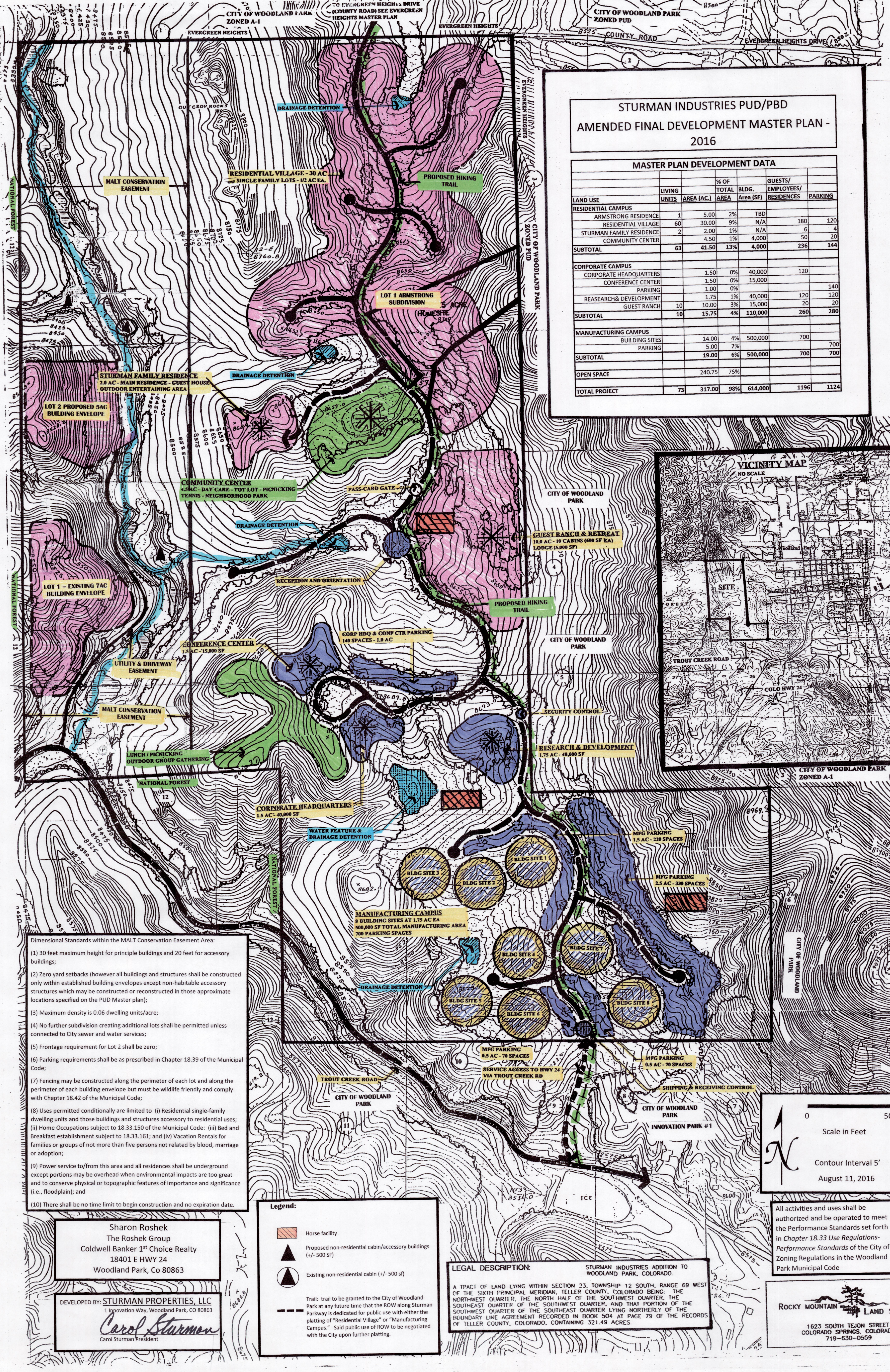
1000 Sturman

1. Rezone to Residential. The shop is used for storage and a mancave. It is not used for business or commercial purposes.
2. Eventually build a single resident home which we will rent or Airbnb.
3. Build a storage unit next to the shop on the east side. This will enable us to tear down the existing two sheds. One of the sheds is on the easement to AWMi and will have to be torn down, thus the need to build the storage on the east side.

1006 Sturman

1. This is our personal residence and not used for business or commercial purposes.
2. Eventually we want to operate a bed and breakfast within the residence.





STURMAN INDUSTRIES PUD/PBD
AMENDED FINAL DEVELOPMENT MASTER PLAN -
2016

MASTER PLAN DEVELOPMENT DATA						
			% OF		GUESTS/	
	LIVING		TOTAL	BLDG.	EMPLOYEES/	
LAND USE	UNITS	AREA (AC.)	AREA	Area (SF)	RESIDENCES	PARKING
RESIDENTIAL CAMPUS						
ARMSTRONG RESIDENCE	1	5.00	2%	TBD		
RESIDENTIAL VILLAGE	60	30.00	9%	N/A	180	120
STURMAN FAMILY RESIDENCE	2	2.00	1%	N/A	6	4
COMMUNITY CENTER		4.50	1%	4,000	50	20
SUBTOTAL	63	41.50	13%	4,000	236	144
CORPORATE CAMPUS						
CORPORATE HEADQUARTERS		1.50	0%	40,000	120	
CONFERENCE CENTER		1.50	0%	15,000		
PARKING		1.00	0%			140
REASEARCH& DEVELOPMENT		1.75	1%	40,000	120	120
GUEST RANCH	10	10.00	3%	15,000	20	20
SUBTOTAL	10	15.75	4%	110,000	260	280
MANUFACTURING CAMPUS						
BUILDING SITES		14.00	4%	500,000	700	
PARKING		5.00	2%			700
SUBTOTAL		19.00	6%	500,000	700	700
OPEN SPACE						
		240.75	75%			
TOTAL PROJECT	73	317.00	98%	614,000	1196	1124



- Dimensional Standards within the MALT Conservation Easement Area:
- (1) 30 feet maximum height for principle buildings and 20 feet for accessory buildings;
 - (2) Zero yard setbacks (however all buildings and structures shall be constructed only within established building envelopes except non-habitable accessory structures which may be constructed or reconstructed in those approximate locations specified on the PUD Master plan);
 - (3) Maximum density is 0.06 dwelling units/acre;
 - (4) No further subdivision creating additional lots shall be permitted unless connected to City sewer and water services;
 - (5) Frontage requirement for Lot 2 shall be zero;
 - (6) Parking requirements shall be as prescribed in Chapter 18.39 of the Municipal Code;
 - (7) Fencing may be constructed along the perimeter of each lot and along the perimeter of each building envelope but must be wildlife friendly and comply with Chapter 18.42 of the Municipal Code;
 - (8) Uses permitted conditionally are limited to: (i) Residential single-family dwelling units and those buildings and structures accessory to residential uses; (ii) Home Occupations subject to 18.33.150 of the Municipal Code; (iii) Bed and Breakfast establishment subject to 18.33.161; and (iv) Vacation Rentals for families or groups of not more than five persons not related by blood, marriage or adoption;
 - (9) Power service to/from this area and all residences shall be underground except portions may be overhead when environmental impacts are too great and to conserve physical or topographic features of importance and significance (i.e., floodplain); and
 - (10) There shall be no time limit to begin construction and no expiration date.

Sharon Roshek
The Roshek Group
Coldwell Banker 1st Choice Realty
18401 E HWY 24
Woodland Park, Co 80863

DEVELOPED BY: STURMAN PROPERTIES, LLC
1 Innovation Way, Woodland Park, CO 80863
Carol Sturman
Carol Sturman President

Legend:

- Horse facility
- Proposed non-residential cabin/accessory buildings (+/- 500 SF)
- Existing non-residential cabin (+/- 500 sf)

Trail: trail to be granted to the City of Woodland Park at any future time that the ROW along Sturman Parkway is dedicated for public use with either the platting of "Residential Village" or "Manufacturing Campus." Said public use of ROW to be negotiated with the City upon further platting.

LEGAL DESCRIPTION: STURMAN INDUSTRIES ADDITION TO WOODLAND PARK, COLORADO.
A TRACT OF LAND LYING WITHIN SECTION 23, TOWNSHIP 12 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, TELLER COUNTY, COLORADO BEING: THE NORTHWEST QUARTER, THE NORTH HALF OF THE SOUTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER LYING NORTHERLY OF THE BOUNDARY LINE AGREEMENT RECORDED IN BOOK 504 AT PAGE 79 OF THE RECORDS OF TELLER COUNTY, COLORADO, CONTAINING 321.49 ACRES.

0 500
Scale in Feet
Contour Interval 5'
August 11, 2016

All activities and uses shall be authorized and be operated to meet the Performance Standards set forth in Chapter 18.33 Use Regulations-Performance Standards of the City of Zoning Regulations in the Woodland Park Municipal Code

ROCKY MOUNTAIN LAND SERV
1623 SOUTH TEJON STREET
COLORADO SPRINGS, COLORADO
719-630-0559



Planning Commission Staff Report Public Hearing August 14, 2025

Agenda Item

Department

Presenter

4B

Planning

C.J. Gates
Senior Planner

AGENDA ITEM 4B

Top of Paradise Master Plan Extension (A25-0187): Request by Frankie Valenzuela (Applicant) and Ventus, LLC (Property Owner) for a 5-year extension of the Top of Paradise Amended Master Plan to August 4, 2030. The land area included in the Master Plan extension request is 40.69± acres and currently planned for 38 single-family dwelling units. The subject property is generally located north of Ponderosa Way and east of Majestic Parkway in the Suburban Residential (SR) zone. **(QJ)**

BACKGROUND

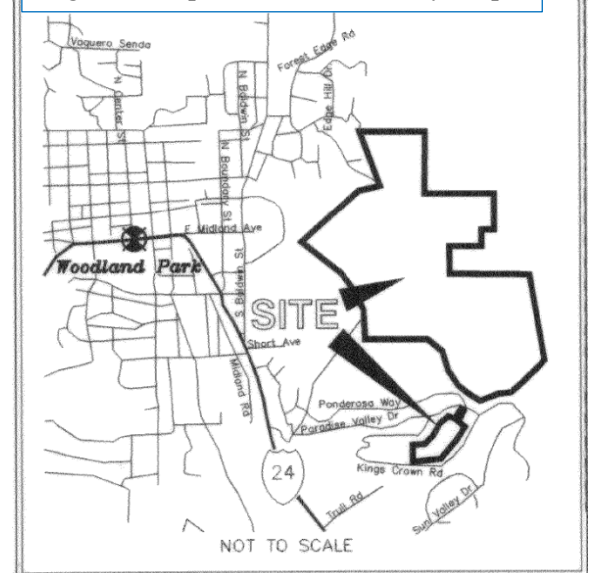
The land area currently known as the Top of Paradise Master Plan (Previously known as Paradise Ranch Addition) was annexed in 1975 by way of Ordinance No. 6, Series 1975. In 1999, City Council approved the first Preliminary Plat and Master Plan which encompassed 198.5 acres and a total of 120 single-family lots. In 2005, City Council approved the Amended Top of Paradise Master Plan encompassing 197.7 acres showing 175 single-family lots and allowing up to a total of 190 lots in the Suburban Residential zone district.

As seen on the Top of Paradise Master Plan Vicinity Map in Figure 1, the Master Plan encompasses several subdivisions including Forest Edge Park Fourth addition, Forest Edge Park First Filing, Thunderbird Estates, and Paradise Estates Filings 1-11.

Other subdivisions located within the Amended Top of Paradise Master Plan area that have received Final Plat approvals include:

- 2006, Paradise of Colorado Filing 1 Final plat with 4 residential lots;
- 2008, the Paradise of Colorado Filing No. 2 Final Plat with 29 residential lots on 25.22 acres;
- 2017, Paradise of Colorado Filing No. 3 Final Plat with 3 residential lots;

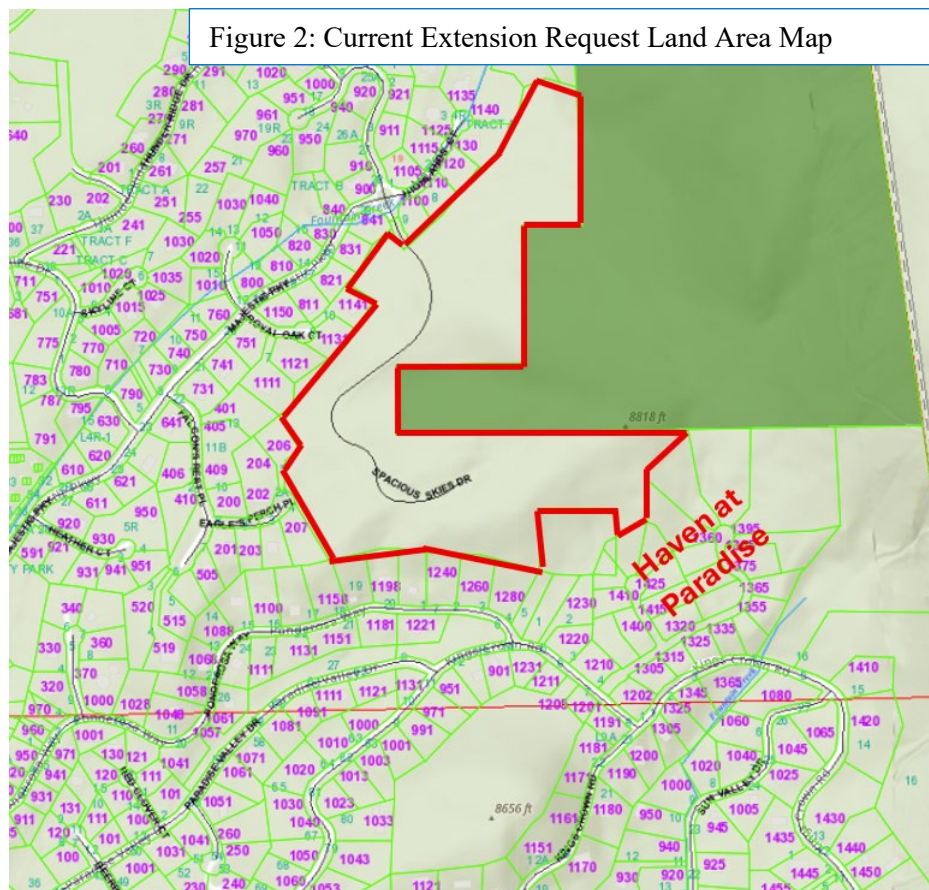
Figure 1: Top of Paradise Vicinity Map



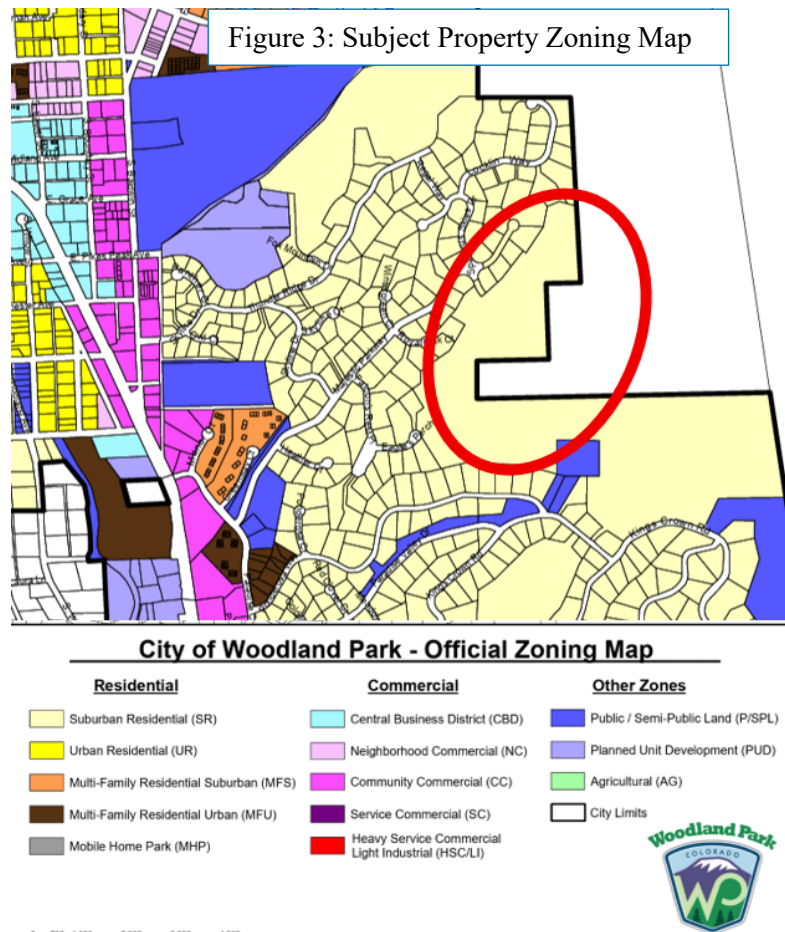
- 2018, Paradise of Colorado Filing No. 4 containing 19.27 acres with 22 single-family residences and dedication of new streets (Locklin Way and a small portion of Thunder Ridge Drive); and
- 2019, the Highlands in Paradise Final Plat with 9 lots along Highland Court on 7.07 acres.
- 2023, The Haven at Paradise Final Plat with 24 lots, and two tracts on 35.77 acres.
- 2024, Kings Crown Final Plat with 1 total lot on 11.34 acres. This area of land was originally approved for a total of 8 lots on the 11.34 acres of land within the Top of Paradise Master Plan.

The Amended Master Plan that was approved in 2005 was valid until 2010 and then extended for five years to 2015. The Master Plan was again extended in 2015 and 2020 with an expiration date of 2025. Master Plans are valid for five-year increments thus this extension request to 2030.

Since the original annexation in 1975, large chunks of land within the Top of Paradise Master Plan have been sold off to other developers and entities some of which have not expressed interest in developing the land. The owner and developer of the Haven at Paradise (Ventus, LLC) also owns the undeveloped 40 acre parcel to the east outlined in red below in figure 2. Ventus, LLC purchased this swath of land in 2021. The area included within this 40 acre parcel is approved for 38 single-family lots within the amended Top of Paradise Master Plan.



This 40 acre parcel owned by Ventus, LLC is the property in question regarding the Top of Paradise Master Plan Extension. The subject property (circled in red below) is zoned Suburban Residential as seen below in figure 3. The Suburban Residential zone district allows for a total of one dwelling unit per gross acre and allows a variety of lot sizes with a minimum size of fifteen thousand square feet.



CURRENT EXTENSION REQUEST

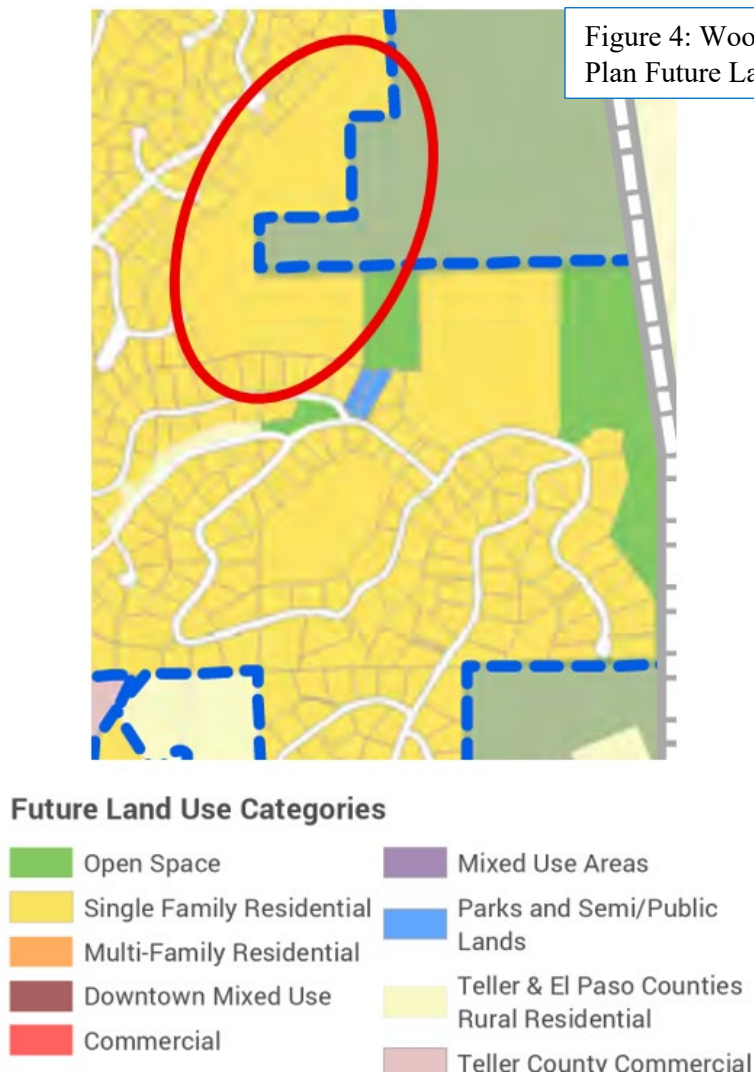
For larger scale developments such as the Top of Paradise, a master plan is reviewed as part of the Preliminary Plat process. Since the subject property land area has already been approved for a maximum of 38 single-family homes, the City of Woodland Park Utilities Department has planned for a maximum of 38 individual water taps to be allocated within this land area. Title 17 of the Subdivision Regulations does not provide specific criteria or guidance as to how a master plan extension request is to be evaluated. Therefore, similar to prior extensions, staff applies a practical approach to determine if the request is reasonable.

On June 20, 2025, Woodland Park Planning Staff received an application from Ventus, LLC (Owner) and Frankie Valenzuela (Applicant) and Ventus, LLC (Property Owner) for a 5-year

extension of the Top of Paradise Amended Master Plan to August 4, 2030. The land area included in the Master Plan extension request is 40.69± acres and currently planned for 38 single-family dwelling units.

According to the applicant's narrative attached hereto, the applicant is seeking an extension of the Master Plan for a total of five years. The extension will be pivotal in the build-out of the remaining acreage that is undeveloped. The applicant also outlines a 3-4 phase submission strategy beginning with survey and engineering work in the later part of 2025.

The current extension request is consistent with the current Woodland Park Comprehensive Master as seen in figure 4 below. The Future Land use map within the Comprehensive Master Plan outlines the subject property, as well as the rest of the land encompassing the Top of Paradise Master Plan as "Single-Family Residential".



REFERRALS

The application was referred to City departments including the City Attorney, City Manager, City Clerk, Utilities, Public Works, Police Department, Planning and Building and external agencies including Northeast Teller County Fire Protection District, Black Hills Energy, Core Electric, Colorado Department of Transportation, Century Link/Lumen, and TDS Telecom. Staff received no comments from external agencies. The City of Woodland Park Utilities Department stated that the City has planned for water tap allocation of a maximum of 38 single-family residences within this land area based on past approval of the Master Plan.

NOTIFICATIONS AND PUBLIC COMMENT

Adjacent property owners within 150 feet were mailed a letter notifying them of the extension request as well as all meeting dates including the scheduled Planning Commission and City Council public hearings. The site was posted with public notice posters and notice of the public hearings was published in the Pikes Peak Courier in compliance with the Municipal Code. Staff has received no public comment on the proposal.

STAFF FINDINGS

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 state that the development is still subject to all of the conditions and dimensional standards specified with the original approval.

ATTACHMENTS

- A. Applicant Application
- B. Approved Top of Paradise Master Plan Map



2025 GENERAL APPLICATION

(Revised 1/1/2025)

Project # _____
Case # _____
Fee(s): See City of Woodland Park
Fees Sheet (Plus publication/recording
fees, as applicable)

Type of Application (Check one or more as applicable)

Site Plan Review Permitted Use	Special Use Permit	Preliminary Plat
Site Plan Review Conditional Use	Planned Unit Development (PUD)	Exemption Plat
Conditional Use Permit	PUD Amendment	Final Plat
Zoning Change	Appeal	Townhouse Plat
Extension of Development	Variance	Condominium Plat

1. Applicant Information

- Applicant Name _____
- Project Coordinator _____ Property Owner _____
- Mailing Address _____
- E-mail Address _____
- Phone Numbers Home _____ Work _____ Mobile _____

2. Property Owner Information (if different from above)

- Name _____ Project Contact? Yes No
- Mailing Address _____
- E-mail Address _____
- Phone Numbers Home _____ Work _____ Mobile _____

3. Site Information

- Site Address _____
- Lot ____ Block ____ Subdivision _____
- Property Zoning _____ Lot Size _____ Acres Square Feet

4. Is the property subject to covenants? Yes No If yes, then submit copy of covenants and current contact for HOA. It is the responsibility of the landowner to submit HOA approval with this application.

5. Project Information

- Project Name _____
- Brief Description of Project/Request _____

Project Narrative (On a separate sheet provide additional project details and how the proposal complies with the applicable code requirements, which can be found in Section 8 of this application.)

5. Consultant Information (if applicable)

a. Architect

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

b. Engineer

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

c. Planner

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

d. Surveyor

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

e. Other (specify role) _____

- i. Project Contact _____
- ii. Firm Name _____
- iii. Physical Address _____
- iv. Mailing Address _____
- v. E-mail Address _____
- vi. Phone Numbers: Business _____ Mobile _____

6. Submittal Requirements

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7. Applicable Code Sections

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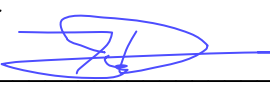
8. Certification of Ownership

I (We) do hereby declare and affirm that I (we) am (are) the exclusive owner(s) and title holder(s) of the above described property.



Owner _____ Date _____



 _____ 6/18/25

Owner _____ Date _____

9. Certification: The undersigned applicant certifies under oath and under penalties of perjury that the information found in the application is true and accurate to the best of their knowledge.

I certify that I understand that the proposed development is in accordance with all provisions of the City of Woodland Park's Municipal Code and other applicable regulations.



 _____ 6/18/25
Applicant _____ Date _____

City Use Only

1. Submission _____, 20____, taken by _____
Fee Received _____, 20____, taken by _____
2. Application is deemed complete – OR – deemed incomplete and returned to applicant to complete on ____/____/____.
3. Public Hearing Notice
Published _____, 20____
Posted _____, 20____
Adjacent Property Notification _____, 20____.
4. Planning Commission Public Hearing _____, 20____.
Board of Adjustment Public Hearing (when applicable) _____, 20____.
5. City Council First Reading of Ordinance (if applicable) _____, 20____.
City Council Public Hearing _____, 20____.
Notes _____

6. Letter of Approval/Denial to applicant sent _____, 20____.
7. Additional Information

Site Location & Zoning

The subject property encompasses 198.5 acres situated northeast of Thunder Ridge Drive and southeast of Majestic Parkway, within the Suburban Residential (SR) zoning district in Woodland Park, Colorado. The Amended Master Plan covers this entire area and was originally approved for up to 190 single-family residential lots, in alignment with zoning that permits one dwelling unit per gross acre

Project Background

The Top of Paradise development originated in 2005 under the direction of William F. Brown, Jr., who secured approval for both the Paradise of Colorado Preliminary Plat (first 58 lots) and the Top of Paradise Amended Master Plan. Mr. Brown's vision initiated a phased development strategy across the full parcel. In 2016–2020, additional progress included:

- Completion of The Highlands in Paradise subdivision in 2019 (56 acres, 58 lots)\
- Approval of The Haven at Paradise Preliminary Plat on April 4, 2019 (24 lots)

Requested Extension & Development Plan

This application seeks to extend the Amended Master Plan approval by five years, through August 4, 2030. The extension will facilitate completion of the development in response to challenging economic conditions and construction constraints, while preserving consistency with the originally approved plan.

The applicant proposes a 3–4 phase submission strategy, beginning with survey and engineering work in 2025, and targeting full site development and platting by the end of 2026. The plan remains:

- Fully compliant with Suburban Residential zoning
- Consistent with the previously approved density (190 lots)
- Unchanged in layout or design since its original approval

Regulatory and Compliance Notes

As confirmed in the City's 2020 review memo, no material changes to Woodland Park's subdivision regulations (Title 17) or zoning codes (Title 18) necessitate reconfiguration of the plan. The Planning Commission and City Council previously approved the 2020–2025 extension unanimously, affirming the project's alignment with local development policies.

This request reflects continued investment in a high quality, long-standing residential project. The applicant remains in close communication with the Planning Department and commits to full adherence to all applicable municipal code provisions, HOA coordination (as applicable), and engineering standards. The phased approach will ensure responsible completion and contribute meaningfully to the City's housing landscape.

Dear Members of the City Planning Team, Planning Commission and City Council,

I respectfully submit this letter requesting a five-year extension of the Top of Paradise Amended Master Plan, currently valid through August 4, 2025, and seek its continuation through August 4, 2030. This extension request reflects our commitment to the project and honors both the original vision and practical realities required for responsible completion.

Legacy and Project Evolution

The Top of Paradise development began under the leadership of the late William F. Brown, Jr., whose 2005 approvals of the Paradise of Colorado Preliminary Plat and Amended Master Plan laid the foundation for a 190 lot Suburban Residential neighborhood across 198.5 acres. Since Mr. Brown's passing, the project has been actively carried forward by Ventus LLC, (Jonathan James and myself), maintaining a unified vision throughout multiple ownership transitions. Notable milestones include:

- Completion and recording of The Highlands in Paradise (56 acres / 58 lots) in 2019.
- Approval and active development of The Haven at Paradise (24 lots) as of April 4, 2019
- Platting of the Haven at Paradise

Phased Completion Plan (2025–2026)

In response to both economic conditions and the scale of the project, we are planning to complete the remaining development in three to four distinct submission phases, beginning this year:

- 2025: Initiate survey work and submit the first of 3–4 phased plats.
- 2025–2026: Sequentially submit and develop the remaining phases.
- 2027: Target full project build-out.

This phased strategy ensures careful oversight, resource optimization, and strong alignment with city review processes. We are fully prepared to submit the first subphase within this calendar year.

Reasons for the Extension Request

1. Economic Conditions & Market Realities

Recent years have seen nationwide economic instability rising interest rates, supply chain disruptions, tariff uncertainty, pent up and inflation which have impacted real estate development timelines. Despite this, our momentum continues and we are positioned to resume full scale activity.

2. No Modifications to the Approved Master Plan

We are not proposing any changes to the density, layout, zoning, or land use. The plan remains in compliance with the previously approved Amended Master Plan, and no municipal code updates require a redesign

3. City Collaboration and Regulatory Compliance

We continue to work directly with the City Planning Department to ensure full regulatory compliance, including Title 17 (Subdivision Regulations) and Title 18 (Zoning Ordinances). We view the city as a valued partner in this process.

4. Community Continuity and Legacy

Our commitment is to uphold the original values and integrity of the project, while meeting the future housing needs of Woodland Park. This extension allows us to complete that vision responsibly and in a way that supports the broader community.

Request

We respectfully request that the City of Woodland Park; Approve a five-year extension of the Top of Paradise Amended Master Plan through August 4, 2030, with no changes to the original plan. Included in this submission:

- 2025 General Application with applicant certification
- Top of Paradise Master Plan Exhibit
- City Council Memo dated September 17, 2020, affirming prior approvals and plan integrity

We welcome the opportunity to attend any hearings or provide additional materials as requested by the Planning Commission or City Council.

Sincerely,

Frankie Valenzuela

Applicant & Developer

917-283-1506

ATTACHMENT C

AMENDED MASTER PLAN OF TOP OF PARADISE
IN THE CITY OF WOODLAND PARK, TELLER COUNTY, COLORADO

APPROVAL:
THIS MASTER PLAN HAS BEEN APPROVED WITH RESPECT TO CONCEPT BY THE WOODLAND PARK CITY COUNCIL, THIS _____ DAY OF _____, 2005.

MAYOR, WOODLAND PARK CITY COUNCIL _____ DATE _____

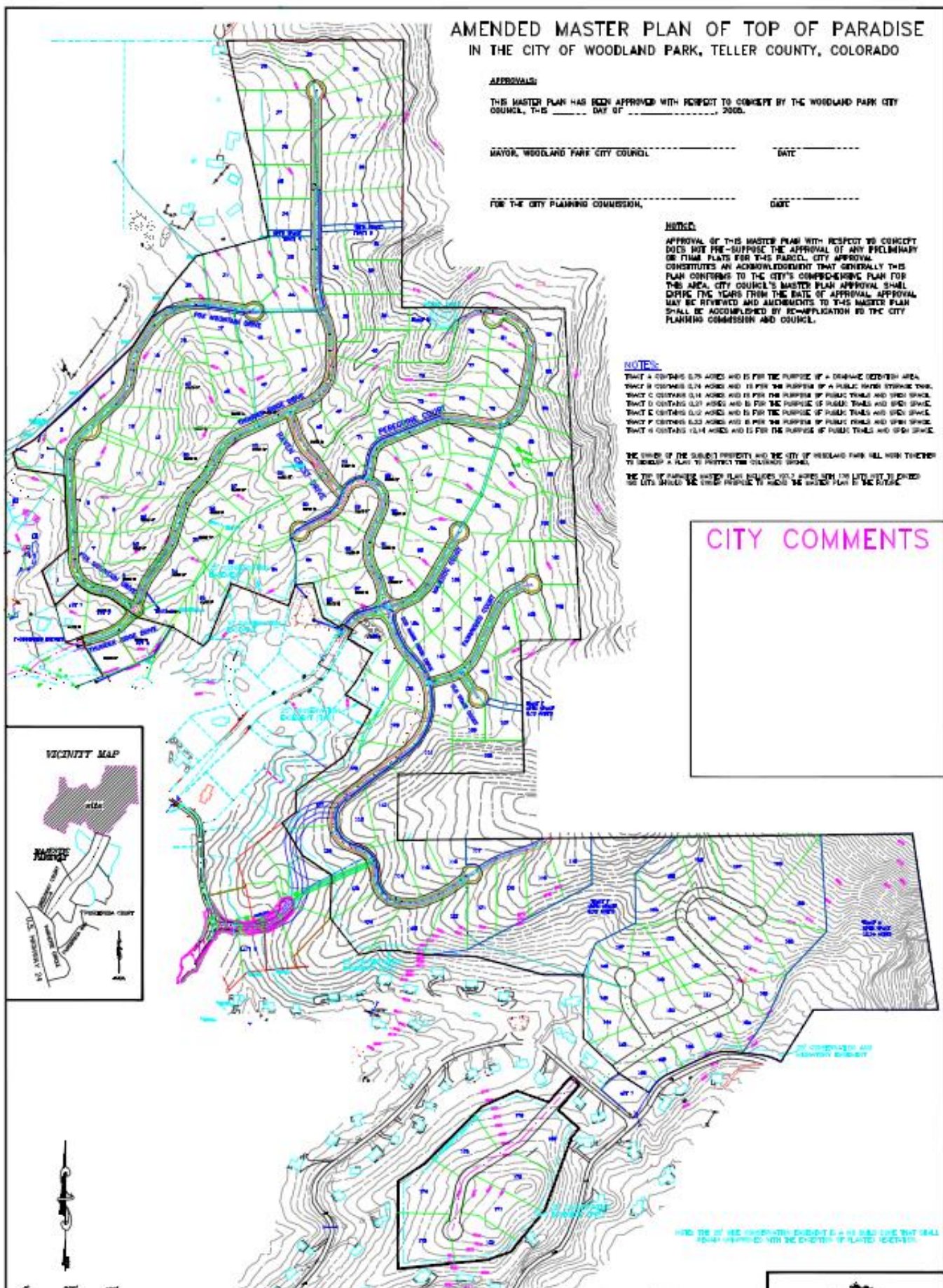
FOR THE CITY PLANNING COMMISSION, _____ DATE _____

NOTES:
APPROVAL OF THIS MASTER PLAN WITH RESPECT TO CONCEPT DOES NOT PRE-SUPPOSE THE APPROVAL OF ANY PRELIMINARY OR FINAL PLATS FOR THIS PARCEL. CITY APPROVAL CONSTITUTES AN ACKNOWLEDGMENT THAT GENERALLY THIS PLAN CONFORMS TO THE CITY'S COMPREHENSIVE PLAN FOR THIS AREA. CITY COUNCIL'S MASTER PLAN APPROVAL SHALL EXPIRE TWO YEARS FROM THE DATE OF APPROVAL. APPROVAL MAY BE REVIEWED AND AMENDMENTS TO THIS MASTER PLAN SHALL BE ACCOMPLISHED BY RE-APPLICATION TO THE CITY PLANNING COMMISSION AND COUNCIL.

NOTES:
TRACT A CONTAINS 0.74 ACRES AND IS FOR THE PURPOSE OF A DRAINAGE DETENTION AREA.
TRACT B CONTAINS 0.74 ACRES AND IS FOR THE PURPOSE OF A PUBLIC PARKING STORAGE TRAIL.
TRACT C CONTAINS 0.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT D CONTAINS 0.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT E CONTAINS 0.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT F CONTAINS 0.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT G CONTAINS 0.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.

THE OWNER OF THE SUBJECT PROPERTY AND THE CITY OF WOODLAND PARK WILL WORK TOGETHER TO DEVELOP A PLAN TO PROTECT THE COULDSIDE SPRING.
THE TOP OF PARADISE MASTER PLAN INCLUDES 100.2 ACRES AND THE UTILITY IS LOCATED ON THE SOUTHWEST CORNER OF THE SUBJECT PROPERTY TO MAINTAIN THE MASTER PLAN IN THE FUTURE.

CITY COMMENTS



AMENDED MASTER PLAN OF TOP OF PARADISE
IN THE CITY OF WOODLAND PARK, TELLER COUNTY, COLORADO

APPROVALS:

THIS MASTER PLAN HAS BEEN APPROVED WITH RESPECT TO CONCEPT BY THE WOODLAND PARK CITY COUNCIL, THIS _____ DAY OF _____, 2005.

MAYOR, WOODLAND PARK CITY COUNCIL

DATE

FOR THE CITY PLANNING COMMISSION,

DATE

NOTICE:

APPROVAL OF THIS MASTER PLAN WITH RESPECT TO CONCEPT DOES NOT PRE-SUPPOSE THE APPROVAL OF ANY PRELIMINARY OR FINAL PLATS FOR THIS PARCEL. CITY APPROVAL CONSTITUTES AN ACKNOWLEDGEMENT THAT GENERALLY THIS PLAN CONFORMS TO THE CITY'S COMPREHENSIVE PLAN FOR THIS AREA. CITY COUNCIL'S MASTER PLAN APPROVAL SHALL EXPIRE FIVE YEARS FROM THE DATE OF APPROVAL. APPROVAL MAY BE REVIEWED AND AMENDMENTS TO THIS MASTER PLAN SHALL BE ACCOMPLISHED BY RE-APPLICATION TO THE CITY PLANNING COMMISSION AND COUNCIL.

NOTES:

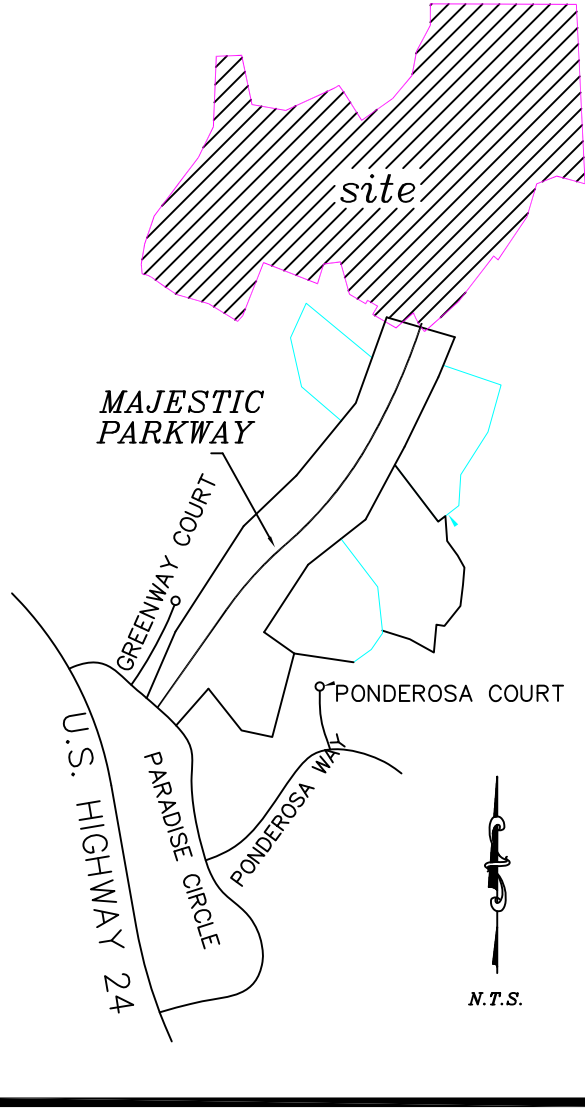
TRACT A CONTAINS 0.75 ACRES AND IS FOR THE PURPOSE OF A DRAINAGE DETENTION AREA.
TRACT B CONTAINS 0.74 ACRES AND IS FOR THE PURPOSE OF A PUBLIC WATER STORAGE TANK.
TRACT C CONTAINS 0.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT D CONTAINS 0.27 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT E CONTAINS 0.12 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT F CONTAINS 6.23 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.
TRACT G CONTAINS 12.14 ACRES AND IS FOR THE PURPOSE OF PUBLIC TRAILS AND OPEN SPACE.

THE OWNER OF THE SUBJECT PROPERTY AND THE CITY OF WOODLAND PARK WILL WORK TOGETHER TO DEVELOP A PLAN TO PROTECT THE COLORADO ORCHID.

THE TOP OF PARADISE MASTER PLAN INCLUDES 197.7 ACRES WITH 176 LOTS NOT TO EXCEED 190 LOTS SHOULD THE OWNER PROPOSE TO AMEND THE MASTER PLAN IN THE FUTURE.

CITY COMMENTS

VICINITY MAP



SCALE: 1" = 200'
JOB NO. 99441
JUNE 26, 2005
PAGE 1 OF 1

DEVELOPER / OWNER:

PARADISE ESTATES, INC.
P.O. BOX 9027
WOODLAND PARK, COLORADO 80866
719-687-9296

ROCKY MOUNTAIN LAND SERVICES
1623 SOUTH TEJON STREET
COLORADO SPRINGS, COLORADO
719-630-0559