

City of Woodland Park

December 4, 2025 at 6:00 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Following a City Council Joint Work Session between the DDA and City Council to discuss the sunset of the DDA, Mayor Case called the regularly scheduled City Council Meeting to order with the following Councilmembers in attendance: Mayor Case, Mayor Pro-tem Nakai, Councilmember Bryant, Councilmember Geer, Councilmember Jones and Councilmember Smith.

The following staff members were in attendance: City Manager Vassalotti, Deputy City Manager Leclercq, City Clerk Mendoza, Planning Director Schminke, Assistant City Manager Felts, Senior Planner Gates, City Attorney Wilson, Deputy City Clerk Sauer.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Presentation by Woodland Park High School Madrigals (Presenter Jeff Hemingson, MM, Woodland Park High School Vocal Music Director)

Jeff Hemingson, Vocal Music Director at Woodland Park High School, directed the Madrigals in the performance of two songs.

- B. Sales Tax Update for the Month of September 2025 (A) (Presenter City Manager Vassalotti)

City Manager Vassalotti presented the item to Council.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

- A. Approval of November 20, 2025 City Council Minutes (A) (Presenter Deputy City Manager/City Clerk Leclercq)

Motion: to approve the November 20, 2025, City Council Meeting Minutes. Geer/Smith.
Motion carried 6-0.

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA (1)

Elizabeth and Robert Hoeritz, 309 Willow Street, commented on their rezoning for a short-term rental property and shared their struggles in obtaining a permit from the City. They requested help from the City Manager in the process.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

9. PUBLIC HEARINGS

(Public comment may be heard)

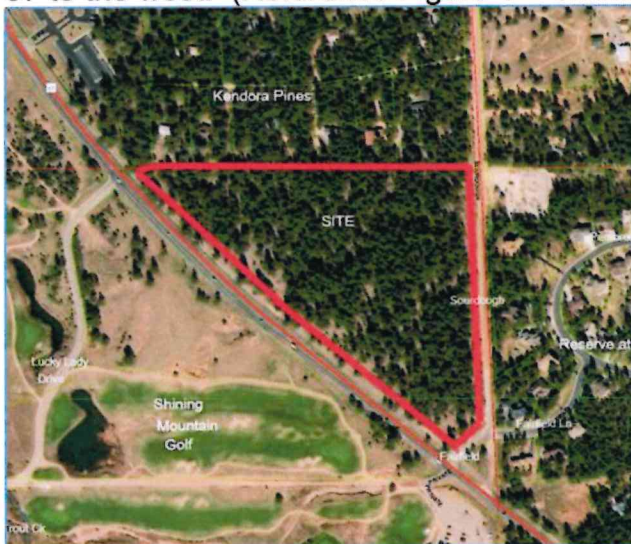
- A. Pines at Tamarac Subdivision Final Plat (A25-0247): A request by Tom Martinez (Applicant) and Pines at Tamarac, LLC (Property Owner) to plat 20.61 acres into 39 lots; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (a.k.a. 205 Sourdough Road) in the Pines at Tamarac PUD zone district. (QJ) (Presenter Senior Planner CJ Gates)

Senior Planner Gates reviewed the staff report with the Council, sharing the following information:

AGENDA ITEM 9A Pines at Tamarac Subdivision Final Plat (A25-0247): A request by Tom Martinez (Applicant) and Pines at Tamarac, LLC (Property Owner) to plat 20.61 acres into 39 lots; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (a.k.a. 205 Sourdough Road) in the Pines at Tamarac PUD zone district.

LOCATION & ZONING

The subject property is 20.61 acres in size located in the northern portion of Woodland Park on the east side of Highway 67, and to the northwest of the Reserve at Tamarac subdivision. This is a triangular shaped parcel that is immediately north of the intersection of Highway 67 and Fairfield Lane, which is bordered by Highway 67 on its west side and Sourdough Road on its east side. Shining Mountain Golf Course is located across Highway 67 to the west. (Reference Figure 1 – Vicinity Map and Figure 2 – Aerial Photo).



BACKGROUND

Ordinance No. 563, Series 1992 annexed 468 acres of land known as Hawk Ridge into the City and zoned it all Planned Unit Development (PUD). This annexation included land on both sides of Highway 67. The land on the west side of Highway 67 falls under the Shining Mountain PUD Final Development Plan which was most recently amended in 2006 and consists of a golf course with clubhouse, 102 multi-family dwelling units, 255 single-family dwelling units, as well as open space/ wilderness/ recreation area/ wetlands. Development of this PUD has yet to

be completed and the golf course property was recently purchased by the City of Woodland Park.

The land on the east side of Highway 67 originally consisted of two triangular pieces of land with a total acreage of 37.17 acres. In the early to mid-1990's several different development proposals were approved, but none of them came to fruition and those approvals have long since expired. That details history is as follows:

- In 1994, the Terrace Greens PUD Master Plan was proposed for 37.17 acres (two triangular pieces east of Hwy 67) with 44 residential, 3 mixed use residential/commercial lots, 1 commercial lot plus two church sites and a Preliminary

Plat for Phase I was approved for what is now Lot 2 showing 21 residential lots along Hwy 67 and one (1) church site next to Sourdough Road.

- In February 1996, Terrace Greens morphed into Kingswood Estates and a revised master plan, preliminary plat, and final plat were all approved by Council. The Kingswood Estates Final Plat Filing No. 1 shows 24 lots (2 open space tracts, 3 large commercial tracts, and 19 single-family lots ranging in size from 10,767 – 18,161 SF on what is now Lot 2. Unfortunately, Kingswood Estates No. 1 was never recorded, the subdivision was never developed as proposed, and the Terrace Greens PUD master plan expired.
- In 1999, the northern triangle (now Lot 1) was rezoned from PUD to Suburban Residential (SR). In the year 2000, the Daysprings Christian Fellowship Subdivision was approved which consisted of a total of two lots. In 2002, construction began on the *Impact Church* on Lot 1 and Lot 2 (20.61 acres) remained undeveloped.

On July 18, 2019 the Pines at Tamarac PUD Final Master Plan and Preliminary Plat was approved by City Council. This Master Plan consisted of 26 single family lots and 5.05 acres (24.5%) as dedicated open space on the 20.61 acres. The conditions of approval required the following significant infrastructure improvements prior to conveyance of any proposed lot:

Repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2 or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs for this installation shall be borne by the developer; Construct the deceleration lane on Highway 67.

On May 6, 2021 City Council approved a two-year extension of the Pines at Tamarac PUD Master Plan to July 18, 2023 and a one-year extension of the Pines at Tamarac Preliminary Plat to July 18, 2022. On August 25, 2022 the Planning Commission approved another one-year extension of the Preliminary Plat so it would expire July 18, 2023 along with the PUD Master Plan.

Extensions of both the PUD Master Plan and the Preliminary plat were again requested in 2023. On August 17, 2023 City Council approved a two-year extension of the Pines at Tamarac PUD Master Plan to July 18, 2025 and a one-year extension of the Pines at Tamarac Preliminary Plat to July 18, 2024.

On May 16, 2024 City Council approved a request to amend both the PUD Master Plan and the Preliminary Plat which increased the number of single-family lots to 39 and increased the amount of acreage used for *Open Space, Drainage and Utility* to 9.09 acres per Resolution 922 Series 2024 (attached). Below is a snap shot of the approved PUD/Preliminary Plat (Figure 3).

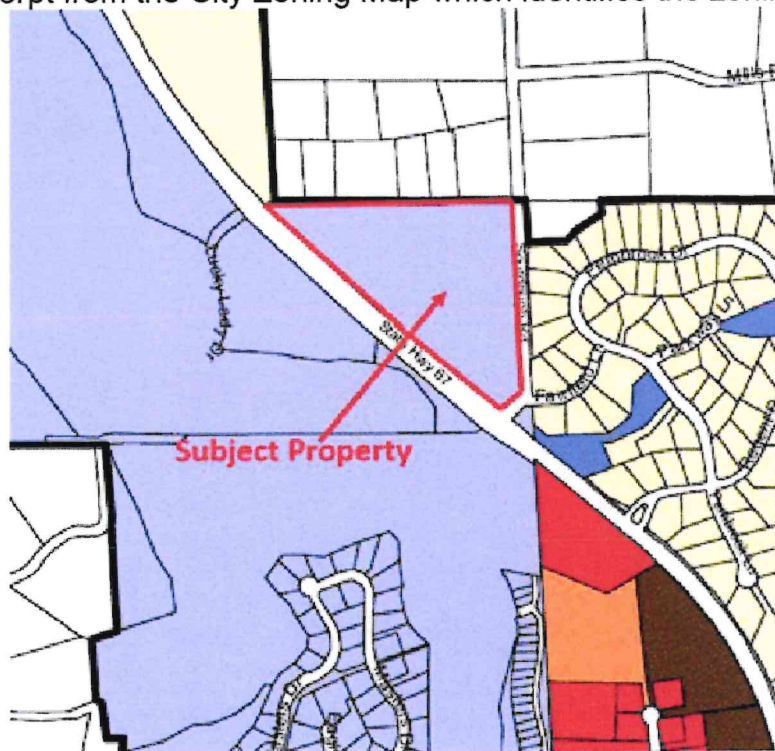
4. Comply with CDOT requirements regarding the deceleration lane on Highway 67.
5. Establish access to the Centennial Trail.
6. Change the wording on Page 1 of the 11 page PUD Amendment, Note # 8.f., to reduce the allowed projection into a side yard from of a maximum of three feet to a maximum of two-feet in to the required setback.

Prior to recording the Final Plat, the applicant shall submit:

1. Covenants, satisfactory to the City, which include deed restrictions that establish a homeowners association to guarantee the architectural and landscape design and maintenance of the common open space; and
2. Park Development Fees in the applicable amount.

SITE & SURROUNDING PROPERTIES

Figure 4 is an excerpt from the City Zoning Map which identifies the zoning of the subject



property as PUD.

<u>Residential</u>	<u>Commercial</u>	<u>Other Zones</u>
Suburban Residential (SR)	Central Business District (CBD)	Public / Semi-Public Land (P/SPL)
Urban Residential (UR)	Neighborhood Commercial (NC)	Planned Unit Development (PUD)
Multi-Family Residential Suburban (MFS)	Community Commercial (CC)	Agricultural (AG)
Multi-Family Residential Urban (MFU)	Service Commercial (SC)	City Limits
Mobile Home Park (MHP)	Heavy Service Commercial/Light Industrial (HSC/LI)	



The zoning and uses of the surrounding properties are:

USE	ZONE
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North	Un-platted residential lots located within unincorporated Teller County	R-1 (Teller County Zone)
South & West	Highway 67 and the Shining Mountain Golf Course	PUD
East	The Reserve at Tamarac Filing 5	SR

The subject property is characterized by gentle slopes (20% from the highest to the lowest point on-site) with a high point of just over 8,265 feet at the northeast corner and a low point of just below 8,210 feet at the northwest corner (55 foot drop from east to west). A small drainage channel (dry draw) falls east to west through the center of site. Vegetation includes a significant Ponderosa Pine and Aspen forest with typical forest floor/grass ground cover.

To aid in becoming familiar with the subject property and surrounding are, below is a series of pictures of current conditions in the surrounding area.





CURRENT PROPOSAL

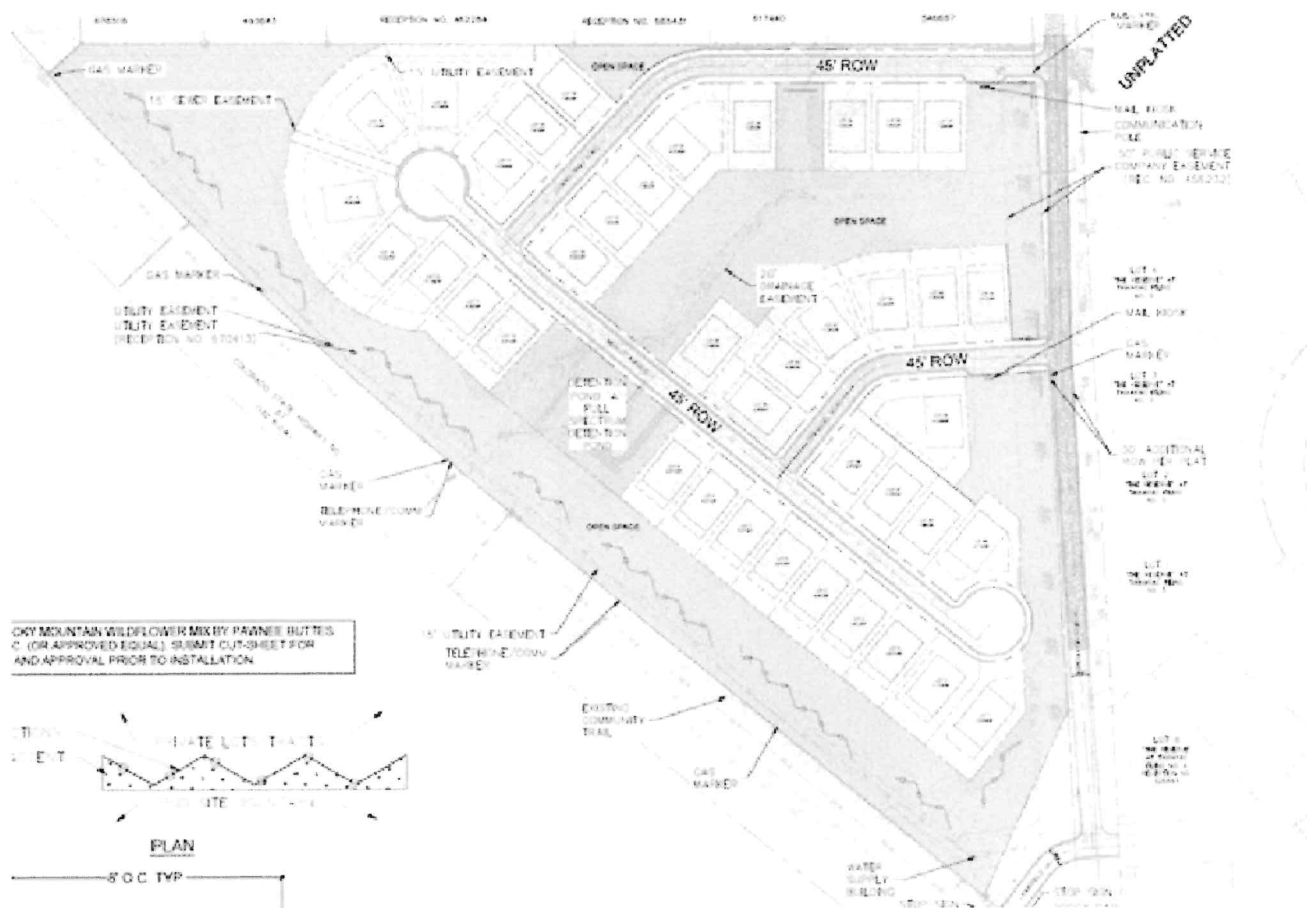
The current approved Master Plan and Preliminary Plat is for 39 single family lots and 9.09 acres of open space on the 20.61 acre parcel. Below is a table (Figure 6) that appears on the approved PUD and Preliminary Plat document which outlines how the property will be used:

SITE DATA TABLE

TOTAL SITE ACREAGE	20.61 AC
PROPOSED SINGLE FAMILY DWELLING UNITS	39 DU
FINAL PROPOSED (GROSS) DENSITY	1.89 CU/AC
MAX BUILDING HEIGHT	35'
MIN LOT SIZE	7,800 SF
TYPE OF USE	# ACRES PROVIDED
SINGLE FAMILY RESIDENTIAL (39 LOTS)	8.99 AC±
OPEN SPACE DRAINAGE AND UTILITY	9.09 AC±
PRIVATE STREETS	2.53 AC±
TOTAL:	20.61 AC±

Figure 7 depicts the approved site layout and development phasing per the approved Preliminary Plat. The site will have two access points off Sourdough Road which, with the exception of the first 250± feet, is currently unpaved. The current PUD Amendment and Preliminary Plat approval includes the requirement for the developer to repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of the subject property.

The internal street system was originally approved with 45-foot-wide rights-of-ways. The rights-of-ways are now proposed to be 50' in width which is in line with the City engineering specifications.



REFERRALS

The application was referred to City Utilities, Public Works, City Attorney, City Inspector, City Engineer, City Manager, CDOT, Woodland Park Parks and Recreation Board (PRAB), Woodland Park Police Department, and North East Teller County Fire Protection District (NETCFPD). The applicants are working closely with CDOT to ensure the Highway 67 improvements meet the specific requirements outlined by the State.

The Woodland Park Utilities Department is generally accepting of the proposed final plat, but is still reviewing the Constructing Documents to ensure it meets all Woodland Park requirements.

PRAB is scheduled to review this application on November 12, 2025. Staff will provide their recommendation to Planning Commission during the scheduled public hearing.

The Woodland Park Planning Department has not received any comments from the Fire Department but follow-up with them regarding fire hydrant locations.

CODE COMPLIANCE – FINAL PLAT

This Final Plat application was reviewed under Title 17 Subdivisions of the City of Woodland Park Municipal Code. In italics below are the relevant plat and design standards applicable to this Final Plat application followed by a staff analysis. A copy of the Final Plat is attached to this Staff Report as part of the application.

§17.24.070 Completed plat preparation. A. The design should conform to the preliminary plat, if applicable, as conditionally approved, except that the final plat may constitute only that portion of the approved preliminary plat which is proposed for immediate recording.

Complies. The lots do conform to the preliminary plat. There is a minor variation in ROW width. The Preliminary Plat was approved with the internal Rights of way being a total of 45'

wide. Due to the Woodland Park engineering specifications and needed utility easements, the Rights of way are now proposed to be a total of 50' wide. This change does not change the minimum lot size approved within the Preliminary Plat which is a minimum of 7800SF. The other minor deviation from the approved Preliminary Plat is the proposed phasing plan. The proposed phasing plan does not affect the overall lot configuration, number of lots, or lot size.

§17.24.080 Information. Note: This is lengthy list of technical information required to be contained on the Final Plat and prepared by a licensed professional land surveyor.

Complies. The criteria from this section has been reviewed by staff and is determined to be acceptable.

§17.24.090 – Supplemental Material. A.

Complies. The following supplemental material is required and was supplied by the Applicant or will be supplied prior to recording the Final Plat:

1. Engineering Plans for public facilities to be installed (i.e., streets and related improvements, storm drainage facilities, erosion control measures) – Construction drawings have been received and are currently under review.
2. All required drawings were submitted in electronic format.
3. Submission, prior to recording the Final Plat, of one copy of the covenants affecting the subdivision. (Condition #4a.)
4. Cost estimate for installation of necessary public improvements have been received and are under review along with the construction drawings. The Applicant is required to enter into a Subdivision Development Agreement and secure the outstanding improvements.
5. Park capital fees totaling \$50,544 were paid on October 20, 2025.
6. Due to the change in right-of-way width, prior to recording the Final Plat, a letter from the surveyor indicating the area of the streets, of the lots by zone, and open space being dedicated must be submitted.
7. Prior to recording the Final Plat, a Subdivision Agreement and subdivision improvement guarantee is required. (Condition #3b)
8. Prior to recording the Final Plat, of a title insurance commitment or policy issued by a licensed Colorado title insurance company. (Condition #4c)
9. A drainage Report has been submitted and is under review.

§17.24.090 – Supplemental Material. C. *The final plat application for both a major subdivision and a minor subdivision must include detailed, verifiable, and authenticated documentation of the availability to connect to a water source that is sufficient and adequate to service the needs of the proposed lots, uses, and structures.*

Complies. The number of residential lots and availability of water taps was approved by the Woodland Park City Council and the Woodland Park Utilities Department during the 2024 PUD & Preliminary Plat Amendment Process. The number of residential lots (39) the applicants are proposing has not changed and the Woodland Park Utilities department has planned to serve a total of 39 residential lots at the subject property.

Chapter 17.40. Design Standards. The design standards contain specifications for a reasonable layout and design of lots, blocks, streets, sidewalks, easements and alleys to ensure an efficient, orderly, well planned subdivision ready for future construction. Relevant

standards are listed below.

§17.40.010 - Purpose. *The character and environment of the City of Woodland Park for future years will be greatly affected by the design of subdivisions and the plats that are approved by the City. Planning, layout and design of a subdivision are of the utmost concern. The residents must have available to them within the area, safe and convenient movement to points of destination or collection. Modes of travel to achieve this objective should not conflict with each other or with abutting land uses. Lots and blocks should provide desirable settings for the buildings that are to be constructed, make use of natural contours and protect the view, afford privacy for the residents and protection from adverse noise and vehicular traffic. Natural features and vegetation of the area must be preserved if at all possible. Schools, parks, churches and other community facilities should be planned as an integral part of the area. In order to meet the above objectives, the city encourages innovative subdivision design.*

Complies. As determined at Preliminary Plat, this subdivision provides for a well-designed subdivision with lots that are accessible from new Rights of way (Chardonay Road, Merlot Avenue, & Zinfandel Road). Safe and convenient vehicular and pedestrian movement is provided with local streets and sidewalks designed to City standards. Staff finds that the proposed subdivision:

- Provides safe and convenient vehicular and pedestrian movement;
- Provides desirable lots and settings for single family homes;
- Makes use of natural contours, views and affords privacy;
- Protects from adverse noise and vehicular traffic; and
- Schools, parks, churches and other community facilities are within reasonable proximity to the subdivision.

§17.40.020 - Site consideration. *Land which the city finds to be unsuitable for subdivision or development due to flooding, improper drainage, steep slopes, rock formations, adverse earth formations or topography, utility easements, or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the subdivision and/or its surrounding areas, shall not be subdivided or developed unless adequate methods are formulated by the developer and approved by the city to solve the problems created by the unsuitable land conditions. If the problem cannot be suitably corrected, such land shall be set aside for uses which shall not involve a danger or a harmful situation.*

Complies. Pines at Tamarac subdivision is suitable for development. The proposed lots have similar topographical features to the surrounding areas.

§17.40.030 – Noise reduction. *Where a residential subdivision borders on a state highway, design thereof shall include adequate provisions for the reduction of noise. A parallel street, a landscaped buffer area, or lots with increased setbacks may be required. Arterial streets within the city may require similar provisions.*

Complies. A landscape buffer area is planned for the west side of the subject property bordering state Highway 67. The applicant is proposing to retain as many existing trees in this area as possible.

§17.40.040 – Streets, alleys and easements. *Streets shall conform to the street element of the comprehensive plan of the City of Woodland Park.*

Complies. All roads on-site are proposed as public and will be maintained by the City completion and acceptance. They are designed to facilitate safe and efficient vehicular and pedestrian movement.

§17.40.050 - Streets—Frontage. *No subdivision shall be approved unless the area to be subdivided shall have a frontage on an existing street shown upon a plat approved by the planning commission and city council and recorded in the county clerk and recorder's office. Wherever an area to be subdivided is to utilize an existing adjacent street, the subdivider shall be required to improve said street to city specifications.*

Complies. Each lot has adequate frontage with a minimum of 25' frontage. The applicant is currently in the process of receiving final approval from the City of Woodland Park to start construction on the initial grading and installation of infrastructure. They have provided cost estimates for the construction of infrastructure for phase 1 & 2. A subdivision development agreement is required and the applicant must provide a financial guarantee for the cost of the public improvements prior to recording the final plat with Teller County.

§17.40.150 – Street names and numbers. *Street names shall not be used which will duplicate or be confused with the names of existing streets and shall be subject to approval of the City. Street numbers shall be assigned by the City staff.*

Complies. The street names are acceptable and shall be reflected on the mylar prior to recording the Final Plat. Street numbers will be assigned by the City at the time of recording. New street signs are to be installed in compliance with City standards.

§17.40.170 - Easements. *Where required, easements for all utilities other than public sewer and water lines shall be a minimum of twenty feet wide, ten feet of which shall be on each side of common rear lot lines where said lines abut. Where the rear lot line abuts on property outside of the subdivision of which there are no easements provided for of at least ten feet in width, then the easement or alley on the rear lot lines in the subdivision shall be at least twenty feet in width. Side lot easements, where necessary shall be at least ten feet in width, five feet of which shall be on each side of a common lot line. Where required, easements for public sewer or water shall be required with the width to be determined in accordance with the city engineering specifications.*

Complies. All easements are shown on the final plat and adequate for all utilities. Public utility easements are provided along each property line.

§17.40.210 - Lots. *The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with the zoning ordinance and in driveway access to buildings on such lots from an approved street.*

Complies. All lots are reasonably arranged and buildable with adequate provision made for driveway access from an approved street and a viable building envelope.

§17.40.250 – Land use intensity ratios. *Each single family lot resulting from a new subdivision or replat of an existing subdivision shall include a lot coverage standard as permitted in the Table LCS below. Lot coverage is that are of the lot that is covered by a principle building or accessory building. Driveways, decks, and patios are not calculated as part of the lot coverage standard.*

Complies. According to the approved PUD document, “There shall be only one (1) principal primary use of single-family residence conducted on a lot. Guest houses and/or accessory dwelling units shall not be permitted”. Contrary to this code prevision, it was the developer’s choice that the PUD states, “A maximum 40% gross total lot area may be imperious. The area of at grade patios and walks and/or paths shall not be counted towards impervious coverage. Driveways shall be included in the maximum impervious area calculation.

§17.36.020 – Park capital fees or dedication of land. *Every major or minor subdivision which is platted for residential use shall pay a park capital fee in the amount established by city council per resolution for public parks, recreation areas and open space. The city council based upon advisement from the parks and recreation advisory board and subsequent recommendation by the Planning Commission may, at its option subject to policy established by Section 17.36.050 require land dedication in the amount of 0.027 acres per residential unit. In a cluster development, this land shall not count toward the minimum required open space.*

Complies. The Pines at Tamarac development team has paid a park capital fee totaling \$50,544. This fee is based on the number of residential lots being platted. The City of Woodland Park Planning staff received this payment on October 20, 2025.

NOTIFICATIONS

Adjacent property owners within 150 feet were mailed a letter notifying them of this application as well as all meeting dates including the scheduled Planning Commission public hearing. The site was posted with a public notice poster and notice of the public hearing was published in the Pikes Peak Courier in compliance with the Municipal Code. Staff has received no public comments regarding this proposed Final Plat.

PLANNING COMMISSION RECOMMENDATION

Planning Commission heard this item at a public hearing on November 13, 2025. At the conclusion of their public hearing, Commissioner Hoying moved and Commissioner Hartsfield seconded the Planning Commission recommend that City Council approve the Pines at Tamarac Subdivision final plat subject to the conditions presented by Staff and that the minutes reflect that the City Council approved Tap Management Plan serves as the detailed verifiable and authenticated document of fulfillment of Woodland Park Municipal Code section 17.24.090.

The conditions recommended by staff are:

Prior to installation of infrastructure, the applicant shall obtain a Zoning Development Permit for infrastructure, which application shall include:

- a. Final utility plan with profiles for all water, stormwater, and sanitary sewer
- b. Final grading and erosion control plan for the entire site and off-site improvements
- c. Final on/off-site street plan with profiles with curb and gutter on both sides of Sourdough Road Final drainage plan and report
- d. Approved CDOT Access Permit
- e. Approved SWMP

1. Applicant must adhere to all CDOT requirements and obtain necessary permits/approvals with CDOT.
2. Prior to conveyance of any proposed lot, the applicant shall
 - a. Record a Final Plat;
 - b. Complete installation of all required improvements or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs associated with constructing the required improvements shall be borne by the developer.
 - c. Repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2 or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs for this installation shall be borne by the developer.
 - d. Comply with CDOT requirements regarding the deceleration lane on Highway 67.
3. Prior to recording the Final Plat, the applicant shall submit:
 - a. Covenants, which include deed restrictions that establish a homeowners association to guarantee the architectural and landscape design and maintenance of the common open space and stormwater pond.
 - b. A letter from the surveyor indicating the area of the streets, of the lots by zone, and open space.
 - c. A title insurance commitment or policy issued by a licensed Colorado title insurance company.

STAFF RECOMMENDATION

APPROVAL of the Pines at Tamarac Subdivision final plat, based on the findings in the staff report and as presented at public hearing, a request by Tom Martinez (Applicant) and Pines at Tamarac, LLC (Property Owner) to plat 20.61 acres into 39 lots; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (a.k.a. 205 Sourdough Road) in the Pines at Tamarac PUD zone district subject to the following conditions:

1. Prior to installation of infrastructure, the applicant shall obtain a Zoning Development Permit for infrastructure, which application shall include:
 - a. Final utility plan with profiles for all water, stormwater, and sanitary sewer
 - b. Final grading and erosion control plan for the entire site and off-site improvements
 - c. Final on/off-site street plan with profiles with curb and gutter on both sides of Sourdough Road Final drainage plan and report
 - d. Approved CDOT Access Permit
 - e. Approved SWMP
2. Applicant must adhere to all CDOT requirements and obtain necessary permits/approvals with CDOT.
3. Prior to conveyance of any proposed lot, the applicant shall
 - a. Record a Final Plat;
 - b. Complete installation of all required improvements or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs associated with constructing the required improvements shall be borne by the developer.

- c. Repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2 or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs for this installation shall be borne by the developer.
 - d. Comply with CDOT requirements regarding the deceleration lane on Highway 67.
- 4. Prior to recording the Final Plat, the applicant shall submit:
 - a. Covenants, which include deed restrictions that establish a homeowners association to guarantee the architectural and landscape design and maintenance of the common open space and stormwater pond.
 - b. A letter from the surveyor indicating the area of the streets, of the lots by zone, and open space.
 - c. A title insurance commitment or policy issued by a licensed Colorado title insurance company.

Applicant Tom Martinez also gave a presentation to the City Council.

Staff noted they did all of the required postings and that there is a Tap Management Plan.

Mayor Case opened the public comment portion of the public hearing.

Kelly Bradley, Woodland Park resident, shared that she resides in the Kendora Pines subdivision right near this property and is concerned about the noise and air pollution and the number of vehicles this development will bring to the area. She stated her opposition to this development.

Max Barker, Woodland Park resident, shared his concern about noise, compliance and fencing.

Rob Wuchner, Woodland Park resident, shared his concern about Sourdough Road and noted the property is full of Pine Beetle Trees.

Joe Fury, Woodland Park resident, shared his concern about the dust that will be created while developing the property. He asked how long the dirt would be exposed.

Chad Thompson, Woodland Park resident, expressed his concern with the development only being accessed by Sourdough Road being a two-lane dirt road.

There being no one else to speak, Mayor Case closed the public comment portion of the public hearing.

Applicant Tom Martinez stated that he would work to pave Sourdough Road as soon as possible and would remain very respectful of the neighboring residents.

Motion: to approve the Pines at Tamarac Subdivision Final Plat (A25-0247): A request by Tom Martinez (applicant) and Pines Tamarac, LLC (property owner) to plat 20.61 acres into 39 lots; the subject property is described as Lot 2, Block 1, Day Spring Christian Fellowship (aka 205 Sourdough Road) in the Pines at Tamarac PUD zone district. Jones/Case. Motion carried 4-2, with Geer and Smith voting no.

- B.** Approve Ordinance No. 1511, Series 2025, An Ordinance Appropriating Sums of Money to Various Funds, In the Amounts and for the Purpose Set Forth Below, for the City of Woodland Park, Colorado for the 2026 Budget Year for General Fund (100) (A) (Presenter Aaron Vassalotti)

City Manager Vassalotti presented Ordinance No. 1511, Series 2025, to the City Council.

Mayor Case opened the public comment portion of the public hearing, there being no public comment, Mayor Case closed the public hearing.

Motion: to approve Ordinance No. 1511, Series 2025, An Ordinance Appropriating Sums of Money to Various Funds, In the Amounts and for the Purpose Set Forth Below for the City of Woodland Park, Colorado for the 2026 Budget Year General Fund (100). Geer/Smith. Motion carried 6-0.

- C.** Approve Ordinance No. 1512, Series 2025, An Ordinance Appropriating Sums of Money to the Various Funds, In the Amounts and for the Purpose as Set Forth Below, for the City of Woodland Park, Colorado for the 2026 Budget Year for all Funds Except the General Fund (100) (A) (Presenter Aaron Vassalotti)

City Manager Vassalotti presented Ordinance No. 1512, Series 2025, to the City Council.

Mayor Case opened the public comment portion of the public hearing. There being no public comment, Mayor Case closed the public hearing.

Motion: to approve Ordinance No. 1512, Series 2025, An Ordinance Appropriating Sums of Money to Various Funds, In the Amounts and for the Purpose Set Forth Below for the City of Woodland Park, Colorado for the 2026 Budget Year for all Funds Except General Fund (100). Smith/Geer. Motion carried 6-0.

- D.** Approve Ordinance No. 1513, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City Concerning a Stipend for the Mayor and City Council. (A) (Presenter Mayor Pro-tem Nakai)

Mayor Pro-tem Nakai presented the ordinance to the City Council.

Mayor Case opened the public comment portion of the public hearing.

John Davis, Woodland Park resident and citizen member of the Charter Review Committee, noted that he did the research on stipends across municipalities and closely looked at 15 of them.

Joe Fury, Woodland Park resident and citizen member of the Charter Review Committee, commented it is time for City Council to get paid a stipend.

There being no additional public comments, Mayor Case closed the public hearing.

Motion: to approve Ordinance No. 1513, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City Concerning a Stipend for the Mayor and City Council. Geer/Jones. Motion carried 6-0.

- E.** Approve Ordinance No. 1514, Series 2025, An Ordinance of the City Council of the City of Woodland Park Colorado, Submitting a Ballot Question to the Electors of the City to Amend the City Charter to make Non-Substantive Edits to

and Remove Outdated Language from the City Charter. (A) (Presenter Mayor Pro-tem Nakai)

Mayor Pro-tem Nakai presented the ordinance to the City Council.

Mayor Case opened the public comment portion of the public hearing. There being no one present to comment, Mayor Case closed the public hearing.

Motion: to approve Ordinance No 1514, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City to Amend the City Charter to make Non-Substantive Edits to and Remove Outdated Language from the Charter. Bryant/Nakai. Motion carried 6-0.

- F. Approve Ordinance No. 1515, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City to Amend the City Charter Concerning Recall, to Provide Additional Time for the Incumbent to Resign, Before the City is Required to Conduct a Recall Election. (A) (Presenter Mayor Pro-tem Nakai)

Mayor Pro-tem Nakai presented the ordinance to the City Council.

Mayor Case opened the public comment portion of the public hearing.

John Davis shared his support of the ordinance.

There being no further comments, Mayor Case closed the public hearing.

Motion: to approve Ordinance No. 1515, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City to Amend the City Charter Concerning Recall, to Provide Additional Time for the Incumbent to Resign Before the City is Required to Conduct a Recall Election. Smith/Geer. Motion carried 6-0.

10. NEW BUSINESS

(Public comment may be heard)

- A. Council Initiated Zone District Change for 309 Willow Street, Woodland Park, CO

Motion: to approve a Council initiated Zone District Change for 309 Willow Street, Woodland Park, Colorado. Geer/Jones. Motion carried 6-0.

- B. Approval of the Board of Review's Bylaws and Rules of Procedure (A) (Presenter Planning Director Karen Schminke, AICP)

Planning Director Schminke presented the item to the City Council sharing the changes made were to the meeting date and time, terms and the title.

Motion: to approve the Board of Review's Bylaws and Rules of Procedure. Nakai/Geer. Motion carried 6-0.

- C. Approval of Resolution No. 937, Series 2025, a Resolution Levying General Property Taxes for the Year of 2025, to Help Defray the Cost of Government for the City of Woodland Park, Colorado, for the 2026 Budget Year. (A) (Presenter City Manager Vassalotti)

City Manager Vassalotti presented the resolution to the City Council.

Motion: to approve Resolution No. 937, Series 2025, a Resolution Levying General Property Taxes for the Year of 2025, to Help Defray the Cost of Government for the City of Woodland Park Colorado for the 2026 Budget Year. Bryant/Nakai. Motion carried 6-0.

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

Mayor Case shared the upcoming events for the next two weeks

B. Council Reports

Mayor Pro-tem Nakai thanked the citizens on the Charter Review Committee.

Councilmember Bryant shared information on the annual beautification awards for Keep Woodland Park Beautiful.

Councilmember Geer gave a shout out to Roys Crew BBQ for saving the day.

Councilmember Jones shared info on the Main Street Meeting and DDA grants.

Councilmember Smith shared the Parks and Recreation events and updates.

C. City Attorney's Report

Nothing to report.

D. City Manager's Report

City Manager Vassalotti shared the Santa events the Police Department is hosting

12. ADJOURNMENT

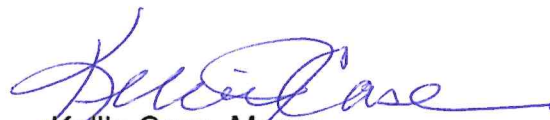
The time being 7:39 pm and there being no further City business Mayor Case adjourned the City Council meeting.

Respectfully submitted:



Monica Mendoza CMC, Incoming City Clerk

APPROVED THIS 18th DAY OF December, 2025


Kellie Case, Mayor