

TOWN OF LARKSPUR



**MINUTES OF THE
PLANNING COMMISSION
SEPTEMBER 10th, 2007**

MEETING CALLED TO ORDER: Chairwoman Shannon Buss called the meeting to order at 6:36 P.M.

ROLL CALL:

PRESENT	ABSENT	NON-VOTING
Shannon Buss	None	Town Clerk/Manager-
Anne Rock		Matt Krimmer
Joe Jeske		
Kathleen White		
William Lucero (alternate)		

Approve Minutes: Commission reviewed minutes of the June 25th, 2007 meeting. There was no discussion. **A motion was made by Kathleen White and seconded by Joe Jeske to approve the June 25th, 2007 meeting minutes. A roll call vote was taken. Four (4) in favor, zero (0) against, one (1) abstained; motion carried. William Lucero abstained since he was not in attendance at the June 25th, 2007 meeting.**

AMERICAN FEDERATION OF HUMAN RIGHTS (AFHR) REVISED

BUILDING SITE PLAN REVIEW: At the request of the Town Council, the revised building plans, which include a basement not previously approved by the Planning Commission (PC) or the Town Council, were presented to Commission members by Matias and Max Cumsille. Commission members asked questions concerning each page of the resubmitted plans. Matias and Max responded with answers and explanations which were acceptable to the members. A brief discussion was held regarding failure of AFHR to submit the revisions to the PC and the Town Council prior to going to Douglas County for approval. Mr. Lucero recommended that the PC not approve the revised plans until they are reviewed and acceptable to the Town Engineer.

A motion was made by Kathleen White and seconded by Joe Jeske to conditionally approve the AFHR revised site plan pending review and acceptance of the basement

portion of the plan only by the Town Engineer. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

ACKNOWLEDGEMENT OF PUBLIC: Shannon invited visitors Mike Belsky and his daughter April to introduce themselves and asked if they had something to bring before the Planning Commission. Mike informed the Commission that he and his wife, Ann, had purchased a home in Valley Park and were in process of purchasing the old post office building with plans to remodel it into a day care, coffee shop, and internet cafe. His only reason for being in attendance was to see how Larkspur conducted its business and get a sense of what needed to be done when they are ready to apply for a building permit. Shannon briefly explained the process as described in Ordinance 3.76. Mike thanked the members for the information and allowing them to observe the proceedings.

FISCHER SIGN APPLICATION: Matt Krimmer presented the new sign application from Fischer Enterprises, Inc./Fischer Investment Properties, 201 West Perry Park Avenue, explaining the sign is larger 7 ft X 7 ft (49 sq ft) than his old sign however remains within the town ordinance limits of 50 sq ft. A dimensioned drawing along with construction material specifications was also provided. William Lucero asked what the sign frame and lettering colors would be. From the material specification information it appears to be a white sign with black lettering. Matt stated he will get that information and report back to the Commission members. **A motion was made by Ann Rock to approve the sign application submitted by Fischer Enterprises, Inc./Fischer Investment Properties located at 201 West Perry Park Avenue as presented. The motion was seconded by Kathleen White. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

MASTER PLAN: Shannon stated there was no reportable activity on the Master Plan.

PLANNING COMMISSION CONCERNS:

- a. William Lucero stated he believed the Town Council should hire a town planner to work with the Planning Commission on an as needed basis. Shannon stated she agreed but only case by case. A brief discussion ensued. Marvin Cardenas informed the members that recently appointed Economic Development Advisory Board member, Doug McKinnon, offered to pay for a consultant designated by the Town Council to assist in Master Plan development. Matt also informed the members of an offer by the Castle Rock Planning Department to provide planner services as required for a nominal fee. **Ann Rock made a motion to have the Town Clerk, Matt Krimmer, prepare a memo to the Mayor and Town Council to consider offers from Mr. Doug McKinnon and the Town of Castle Rock to provide town planner services on an as required basis. The motion was seconded by Kathleen White. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**
- b. William Lucero proposed the Planning Commission consider changing the PC meetings from two per month to one meeting and one workshop per month. There is too much work associated with the Master Plan that is not getting

done. This would allow the Commission members to accomplish work without a quorum being required. **A motion was made by William Lucero and seconded by Joe Jeske to request the Town Council investigate the possibility of having the Planning Commission hold one workshop per month, where no decisions or recommendations are made, for the purpose of working on the Town's Master Plan. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

ADJOURN: A motion to adjourn the Commission meeting was made by Anne Rock and seconded by Joe Jeske. Voice vote was taken. Five (5) for and none (0) against; motion passed.

Chairwoman Shannon Buss adjourned the Planning Commission meeting at 9:20 PM.

Respectfully submitted,

Matt Krimmer
Town Clerk/Manager