



City of Florence

Florence Municipal Center
600 West 3rd Street, Florence, Colorado 81226.
(719) 784-4848 Fax (719) 784-0228
Email: planning@florencecolorado.org

Members:
Beth Lenz
Brandon Angel
Bliss Eckland
Kirk Nelson
Paul Villagrana

CITY OF FLORENCE
PLANNING COMMISSION MEETING
FLORENCE MUNICIPAL CENTER, CITY HALL CHAMBERS
Thursday, April 17, 2025 at 5:30 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes of March 27, 2025 Meeting
- IV. **Old Business:**
- V. **New Business:**
 - a) Master Plan Discussion
 - b) Park & Bike Lane Discussion
- VI. Next Meeting Date and Time: May 15, 2025 at 5:30 p.m.
- VII. Upcoming Agenda Items or Discussion:
- VIII. Adjourn



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FLORENCE PLANNING COMMISSION MEETING MINUTES

THURSDAY, MARCH 27, 2025

5:30 P.M.

Commissioners	Present	Absent
Chair Beth Lenz	X	
Planning Commissioner Brandon Angel	X	
Planning Commissioner Bliss Eckland	X	
Planning Commissioner Kirk Nelson	X	
Planning Commissioner Paul Villagrana	X	
City Council Representative Mergelman	X	

Staff Present	Present	Absent
Planning Director Fox	X	
City Manager Nasta	X	

- I. **Call to Order**
Chair Lenz calls the meeting to order at 5:31 p.m.
- II. **Roll Call**
All Commissioners present.
Council Representative Mergelman present.
- III. **Election for Commission Chair**
Commissioner Angel nominates Commissioner Lenz for Planning Commission Chair.
Seconded by Commissioner Villagrana
Roll Call: 5 ayes
- IV. **Election for Commission Vice Chair**
Commissioner Angel nominates Commissioner Nelson for Planning Commission Vice Chair.
Seconded by Commissioner Lenz
Roll Call: 5 ayes
- V. **Approval of the Minutes of the October 24, 2024 Meeting**
Commissioner Angel makes a motion to approve the meeting minutes from October 24, 2024.
Seconded by Commissioner Eckland.
Roll Call: 4 Ayes Commissioner Villagrana abstains



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VI. Old Business:

V. New Business:

- a) **Public Hearing** – SUR 25-001 - Hayden's Hideout LLC
Requesting a Special Use Review for a duplex at 323 Kelsy Court.
 - Chair Lenz opens the public hearing.
 - Planning Director states the applicant is seeking approval for the construction of a duplex at 323 Kelsy Court, Lot 10, Hayden's Hideout Subdivision. The subject lot is located within a R-1 – Low Density Residential Zone District and a duplex is a permitted use in the R-1 zone district only through a Special Use Review. The lot is 46,000 square feet and is currently vacant. The minimum lot area requirement for new construction in the R-1 zone district is 6,000 square feet. The lot will be accessible by an entrance off Kelsy Court. The site will be served by Florence City Water and have a septic tank system. Hayden's Hideout is exempt from paving and sidewalk construction per the development agreement. The site plan includes a sufficient parking area for each housing unit. Future Land Use Map in the City's Current Master Plan shows the subject property in the SF-Single Family Residential. The definition of SF-Single Family Residential in the Master Plan reads: *The intent of this district is to provide stable locations for single family living as well as case-by-case examples of low-level multifamily housing.* Further states the Notice of Public Hearing timeline stated in the staff report was followed in advance of the meeting regarding notification requirements. Two responses to the Public Hearing Notice were received and are included in the packet.
 - Wendell Helton, 130 Hideaway Trail, Rockvale, Colorado. Mr. Helton states that lot 10 is on the corner of County Road 13A and Kelsey Court and the intention is to build a 2-bedroom, 2-bathroom duplex with one car garage each. He states that, as the owner of the duplex, he would have the ability to monitor both the tenants and any items they may store on the property, including vehicles or other possessions.
 - City Council Representative Mergelman inquires if the duplex will be a rental.
 - Mr. Helton states that it will.
 - City Council Representative Mergelman inquires about increased traffic.
 - Mr. Helton states the duplex will be at the north end of the subdivision and at the intersection of Kelsey Court, there will not be any increased traffic going south on Kelsey Court.
 - Commissioner Villagrana inquired about the maintenance of Kelsy Court.
 - Mr. Helton states that he is responsible for road maintenance for a ten-years period starting in 2021, with maintenance extending south only to the end of the subdivision and has already invested funds toward its upkeep. Additionally, this year, 300 tons of 1.5-inch Class 6 road base will be added at the intersection, with plans to widen and smooth out the area.
 - Chair Lenz inquires if there are any additional comments from the public.
 - Chair Lenz closes the public hearing.
 - Commissioner Angel expresses concern about the traffic transition from a dirt road to a paved road, as well as issues related to water supply and sanitation, noting that the area is exclusively single-family residences at this time.
 - Commissioner Nelson expresses concern about septic tank systems.



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- Planning Director states that all septic systems are inspected and approved by Fremont County.
- Chair Lenz acknowledges the concerns expressed at the meeting and in the response letters received to the public notice requirements.

Commissioner Angel makes the motion that the Planning Commission recommend that City Council disapprove Special Use Review 25-001 – permitting a duplex located at 323 Kelsey Court.

Second, by Commissioner Villagrana

Roll Call: 5 ayes

The motion carries.

- b) **Public Hearing** – SUR 25-002 – Kellie Jakubowicz
Requesting a Special Use Review for a professional office at 105 S. Pikes Peak Avenue.
- Chair Lenz opens the public hearing
 - Planning Director states the applicant is seeking approval for a physical therapy office. The physical therapy office would occupy a portion of the existing building at 100 East Main Street, although it does have a separate address. A physical therapy office meets the definition of a professional office per Section 17.08 of the Municipal Code, which is an allowed use in the CHB – Central Historic Business District by a Special Use Review. The existing building does have mixed uses: a real estate office in the front, while the potential physical therapy office will be accessible from South Pikes Peak Avenue. Residential units are situated on the second floor. Off-street parking plans are not required for commercial projects in the CHB zone district, as exempted by Section 17.68.010 of the Municipal Code. The Future Land Use Map in the City's Master Plan shows the subject property in the MU-D – Downtown Mixed-Use District. The definition of MU-D Downtown Mixed-Use District reads: *These areas are primarily pedestrian-oriented and support a number of retail, office, food services, and community organizations.* Further states that the Notice of Public Hearing timeline stated in the staff report was followed in advance of this meeting regarding notification requirements. No public response was received.
 - Kellie Jakubowicz, applicant and physical therapist. States that she has been a physical therapist for 35 years, recently relocated to Florence about a year ago and would like to open an office here in town to serve her current clientele. Further explains that the last 20 years have been working with police and firefighters, along with teaching at CSPD offices currently. Mrs. Jakubowicz further states that she would also like to offer massage therapy in the office also.
 - Commissioner Nelson inquires about state licensing.
 - Mrs. Jakubowicz states she has been licensed with DORA for 35 years and does continuing education every year.
 - Commissioner Eckland inquires as to how many patient treatment rooms are available.
 - Mrs. Jakubowicz states there are two rooms that would be used for treatments.



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- Mr. Rich Guy, owner of the building. States that they are four rooms, one is an ADA compliant bathroom. This space is not suitable for a retail area due to the layout of the rooms, and it has been vacant for the past year and a half.
- Commissioner Angel expresses concern about ADA accessibility into the building.
- Mr. Guy states that he can put a ramp in if needed but it has not been an issue in the past.
- Commissioner Villagrana expresses concern about parking.
- Mr. Guy states that parking on South Pikes Peak does not seem to be an issue, but he owns a parking lot across the street in case parking for patients becomes a concern.
- Chair Lenz closes the public hearing.
- Commissioner Eckland states that this would be a business that Florence currently does not have.
- Commissioner Villagrana states concern about parking.
- Commissioner Angel also states concern about parking and ADA compliance.
- Commissioner Nelson says that the business would be beneficial but has concerns about parking.

Chair Lenz makes the motion that the Planning Commission recommend that City Council approve Special Use Review 25-002 – permitting a professional office at 105 South Pikes Peak Avenue.

Seconded by Commissioner Angel

Roll Call: 5 ayes
The motion carries.

The meeting adjourned at 6:35 p.m.

By: _____
Planning Commission Chair

Date: _____