



**CITY OF MANITOU SPRINGS
CITY PLANNING COMMISSION**

Regular Meeting Minutes
Hybrid Meeting via Zoom and at Memorial Hall
October 8, 2025

A. CALL TO ORDER

A Regular Meeting of the Manitou Springs City Planning Commission (CPC) was held at Manitou Springs Memorial Hall, 606 Manitou Avenue. Chair Delwiche called the meeting to order at 5:34 PM and declared a quorum present.

COMMISSIONERS PRESENT FOR ROLL CALL:

Chair Alan Delwiche
Vice Chair Justin Wilson
Commissioner Stephen Graybill
Commissioner Roy Rosenthal
Commissioner Carey Storm
Alternate Commissioner Frank DeLay
Alternate Commissioner Megan Day

COMMISSIONERS ABSENT FOR ROLL CALL:

Commissioner Gloria Latimer (Arrived at 5:52 PM)
Commissioner Mike Casey

STAFF PRESENT:

Planning Director Frederick Rollenhagen
Senior Planner Chelsea Royston
Project Manager Erin Ringsred

GUESTS PRESENT:

CPC Attorney Kunal Parikh

B. APPROVAL OF MINUTES

1. CPC Minutes 09.10.2025

Commissioner Storm moved to approve the minutes, with two corrections which included Commissioner Rosenthal being listed as absent, and a correction of a statement from Commissioner Storm. Vice Chair Wilson seconded the motion. Commissioner Rosenthal abstained. The motion carried unanimously (4-0).

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

D. UNFINISHED BUSINESS

No unfinished business was discussed.

E. NEW BUSINESS

1. MJR 2501 - Major Development Plan at 10 Old Man's Trail and 487 El Paso Boulevard (Hiawatha Gardens)

Planner Royston gave a presentation regarding the proposed Major Development Plan (MJR) for Hiawatha Gardens. It included an open-air pavilion, public restroom, parking lot, and pedestrian plaza. The municipal review process, entitlements, and regulations by reviewing bodies were explained. The project location was shown, along with a sketch view of the development plan. The approval criteria were presented, which included a rezoning and replat of the current property, meeting dimensional standards, grading, drainage, stormwater mitigation, and protecting natural features.

Note for the Record – Commissioner Latimer arrived during the presentation at 5:52 PM Chair Delwiche clarified that she would be able to participate comment wise but not vote because of her late arrival.

Commissioner Delay commented that he does not see how removing 41 parking spaces as part of the project would be beneficial for the surrounding community. He questioned how removing the spaces would comply with the parking master plan for the city.

Planner Royston replied that the goals and plans of the parking master plan and Hiawatha Gardens were supported by this development, and any losses would be supplemented through parking development in other places throughout the city.

Chair Delwiche supported that the project was in line with city code.

Commissioner Storm explained that people who used to park at Hiawatha Gardens would acclimate to using other lots and the new size of the parking lot.

Planner Royston explained that a strategic pricing mechanism would be used to help diversify parking for users.

Applicants Byron Zick, and Justin DiPietro from Davis Architects, along with Project Manager Ringsred, gave a presentation regarding Hiawatha Gardens. The first phase of the project which regarded the strategy with the restroom and parking lot was described as including sustainable stormwater mitigation, parking, mobility, art and community, and revised restroom programming. Phase 2 was explained to be rebuilding the pavilion and creating the plaza for the pavilion. The strategies proposed were regarding sustainable stormwater, mobility, and art and community.

Commissioner Latimer commented that she appreciated the diversity of ideas implemented into the planning process and added she was looking forward to hearing ideas for oversized parking.

Project Manager Ringsred explained that the intent is for users of oversized vehicles to park at the Dillon Mobility Hub or along Manitou Avenue.

Commissioner Delay asked how many spots there were at the Dillon and expressed concern that the loss of 41 parking spaces may not be adequately addressed.

Chair Delwiche stated that the hope is that the Dillon Mobility Hub would be the jumping off space for attractions, which would allow for less traffic in the center of town.

Planner Royston clarified that there are 91 parking spaces at the Dillon Mobility Hub, and further explained if they were to try and pave more spots at Hiawatha, there would be a large variance for lot coverage required, which would be very hard to pass.

Note for the Record – Commissioner Day was stated to be a voting member in place of Commissioner Latimer.

Commissioner Storm motioned to recommend approval for MJR 2501, based upon the findings that the request meets the review criteria for granting an MJR as set forth in City Code Section 18.06.4.13, with staff's conditions. Chair Delwiche seconded the motion. The motion carried (6-1), with Commissioner Delay opposed.

F. OTHER BUSINESS

1. Title 18 Miscellaneous Code Revisions

Note for the Record – For this item, Commissioner Latimer would be a voting member if a vote is called.

Director Rollenhagen gave a presentation on Title 18 code revisions regarding variances and residential zoning densities. The authority of the commission was defined as having the ability to modify the requirements of the Land Use and Development Code (LUDC), not related to use. The criteria required for a variance were explained, along with best practices about granting variances.

Commissioner Rosenthal remarked that he had previously advocated for change in the LUDC. He stated that applicants aim to make positive changes, yet their perspectives are not considered, which is something that should be addressed. He added that commissioners should be able to consider applicant values and use commission judgements over strictly sticking to the LUDC. He suggested changing approval criteria to allow for the commission to use personal judgement to override strict criteria.

There was a brief discussion about the meaning of peculiar and exceptional difficulties within the LUDC. Director Rollenhagen explained that it involved geography or unusual configuration.

Vice Chair Wilson replied to Commissioner Rosenthal's statements, explaining that variances are already deviations from the code, and that deviations should be restricted and used minimally. He also voiced concerns about being too subjective, given the quasi-judicial nature of the process. He stated that more restrictions in the code would support better transparency and consistency in its application within the community.

Chair Delwiche agreed with Vice Chair Wilson.

Commissioner Rosenthal supported the idea that a middle ground could be found between rigid code application and personal judgement.

Chair Delwiche suggested tightening the definition of hardship within the code.

Commissioner Day stated that variances were already meant to allow for personal judgement of the committee, and that the variance criteria should be shifted to reflect the American Planning Association's guidance on variances. She also noted that the current code was not made for the historic areas in the City, limits projects and leads to frequent variance requests.

Planner Royston explained that the code contains verbiage requiring that no reasonable alternative can achieve the same goal to grant a variance.

Vice Chair Wilson suggested that there is room for rephrasing that criteria, and that it causes confusion.

Director Rollenhagen presented information on residential zoning densities, and their maximums regarding dwelling units per acre. He compared the Manitou Springs' standards to the model land development code provided by the State of Colorado.

Chair Delwiche gave his thoughts that the State of Colorado development code doesn't reflect what would be best for the community. He compared the land use code of the Denver Central Park Neighborhood to what Manitou Springs would require.

Commissioner Rosenthal stated that he would like other communities that have similar zoning issues to be examined for their possible solutions.

Commissioner Day stated that the zoning densities have prevented the construction of new apartments, while other mountain communities like Vail allow for taller apartment buildings. She expressed support for removing density maximums in the Commercial District to align with form-based code.

Chair Delwiche shared that the City had many public engagements and that the consensus was that the community did not want tall buildings, regardless of what is done in other cities.

G. NOTICE OF COUNCIL ACTION AND UPDATES

Director Rollenhagen reported that the City Council held their first reading of the Accessory Dwelling Units (ADU) ordinance, and the second reading would be in a few

weeks. City Council expressed interest in an ordinance that restricts short term rentals for ADUs, and this information will be presented to City Council at second reading. He added that Entitlements for Hiawatha Gardens were approved as written.

H. ADJOURNMENT

With no further business to discuss, Chair Delwiche adjourned the meeting at 7:19 PM.

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