



**CITY OF MANITOU SPRINGS  
CITY PLANNING COMMISSION**

Regular Meeting Minutes  
Hybrid Meeting via Zoom and at Memorial Hall  
March 11, 2026

**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 5:30 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 Keith Harper  
Commissioner Frank DeLay  
Commissioner Megan Day

**COMMISSIONERS ABSENT FOR ROLL CALL:**

**STAFF PRESENT:**

Planning Director Frederick Rollenhagen  
Senior Planner Chelsea Royston  
Planner I Zachary Davison

**GUESTS PRESENT:**

CPC Attorney Kunal Parikh

**B. APPROVAL OF MINUTES**

1. CPC Minutes 02.11.2026

Commissioner DeLay moved to approve the minutes as presented. Vice-Chair Wilson seconded the motion. The motion passed unanimously. (7-0)

**C. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was no public comment.

## **D. UNFINISHED BUSINESS**

No unfinished business was discussed.

## **E. NEW BUSINESS**

### 1. MJT 2601 – Major Temporary Use Permit to allow E-Bike Rentals at 306 Manitou Avenue

Planner Royston gave a presentation regarding MJT 2601. The request was explained to be a continuation of previous MJT approvals, to allow the business to operate from a shed at 306 Manitou Avenue. The business was not owned by the current owner when other MJTs were approved. It was noted that a Major Development plan would be needed if permanent use were to be established.

Commissioner Graybill asked if the business was sold or if this was a new entity. Planner Royston answered it was a new entity.

The applicant, Pete Averson, from 1326 Carnation Circle, Longmont, Colorado clarified the timing of the ebike tours being at 9:30 and 12:30 with hours from 9 AM – 3 PM. The route of the tour was described. He spoke about limited parking, and using public facilities as parking.

Commissioner DeLay motioned to approved MJT 2601. The motion was seconded by Commissioner Graybill. The motion passed unanimously. (7-0)

### 2. VAR 2601 and VAR 2602 – 210 Iron Road

A presentation regarding VAR 2601 and 2602 was given. The property was described to be in the Minnehaha-Pilot Knob historic subdistrict. The project proposal was described to be the applicant seeking to construct an enclosure on the existing garage roof, replacing an unpermitted enclosure with the same footprint. An Awning installation was also proposed over the garage to provide overhead cover for the structures entrance. The objectives of the project were provided to be meeting city code, providing safety, building protection, and addressing weather runoff. Materials of the project were described. The projects were explained to adequately meet variance criteria.

Commissioner Rosenthal asked how the applicant was not the owner. Planner Davison explained that the applicant would be doing the work for the owner. Rosenthal then asked when the structure on top of the garage was built, Planner Davison said the owner was not exact and it was four to five years ago.

Commissioner Casey confirmed that the structure was not permitted on top of the garage.

The applicant, Karl Honsalek, of 1819 Walten Drive, provided his opinion that the project will do good for the community.

The owner of the property, Bob McAtee, spoke about the project, and that it was necessary to preserve their home. It was explained that the structure used to be a flat deck, and the structure was built to stop water from getting into the garage.

Commissioner DeLay asked if unpermitted work faced the same process at other proposals. Chair Delwiche confirmed, and spoke his opinion that this project was necessary to save the structure.

Chair Delwiche moved to approve the VAR 2601 at 210 Iron Road. The motion was seconded by commissioner Graybill. The motion passed unanimously. (7-0)

Commissioner Delay moved to approve the VAR 2602 at 210 Iron Road. The motion was seconded by Chair Delwiche. The motion passed unanimously. (7-0)

## **F. OTHER BUSINESS**

### **1. LUDC Updates – Density and Height**

Director Rollenhagen provided a brief recap presentation of what was discussed at the previous CPC meeting in regards to LUDC Code revisions. A mixed-use commercial (MUC) sub district was described as current density of 20 dwelling units per acre.

URA (Urban Renewal Authority) recommendations for building height in the MUC was shown to be 39 feet on the south side of Manitou Avenue, and 35 feet on the front. They were also said to have recommend URA wide rezoning to MUC, as no properties are zoned MUC, and they did not recommend changing variance provisions.

Current building step-backs were provided, which was applicable to multi-story buildings.

There was a discussion surrounding the CPC recommendation for maximum allowed density. There was a consensus on 30 dwelling units per acre as the recommendation for the commercial and mixed use zones.

## **G. NOTICE OF COUNCIL ACTION AND UPDATES**

There was no notice of council action.

## **H. ADJOURNMENT**

With no further business to discuss, Chair Delwiche adjourned the meeting at 6:15 PM.