



# City of Florence

Florence Municipal Center  
600 West 3<sup>rd</sup> Street, Florence, Colorado 81226.  
(719) 784-4848 Fax (719) 784-0228  
Email: [planning@florencecolorado.org](mailto:planning@florencecolorado.org)

Members:  
Beth Lenz  
Brandon Angel  
Kirk Nelson  
Tabby Selakovich  
Paul Villagrana

CITY OF FLORENCE  
PLANNING COMMISSION MEETING  
FLORENCE MUNICIPAL CENTER, CITY HALL CHAMBERS  
*Thursday, August 15, 2024 at 5:30 p.m.*

## AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes from the July 18, 2024 Meeting
- IV. **Old Business:**
- V. **New Business:**
  - a) **Public Hearing** – RZ 24-002 – Suzanne Boyer  
Request to rezone property - CB – Central Business District Commercial to R-2 Low/Medium Density Residential located at 160 North Santa Fe Avenue.
- VI. Next Meeting Date and Time: September 19, 2024 at 5:30 p.m.
- VII. Upcoming Agenda Items:
- VIII. Adjourn



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## FLORENCE PLANNING COMMISSION MEETING MINUTES

THURSDAY, JULY 18, 2024

5:30 P.M.

Commissioners	Present	Absent
Chair Beth Lenz	X	
Planning Commissioner Brandon Angel	X	
Planning Commissioner Kirk Nelson	X	
Planning Commissioner Tabby Selakovich	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 5:32 p.m.

**II. Roll Call**

All Commissioners present.

Council Representative Mergelman present.

**III. Approval of the Minutes from the June 20, 2024 Meeting**

Commissioner Angel makes a motion to approve the meeting minutes from June 20, 2024.

Seconded by Commissioner Villagrana.

**Roll Call:** 4 Ayes The motion carries. Chair Lenz abstains.

**IV. Old Business:**

**a) Willow Creek Estates Subdivision - Willow Creek Estates Filing No. 2**

- Planning Director states J + M Investments, owner of Willow Creek Estates Subdivision, submitted a re-subdivision application for lots 1 through 25 and lots 126 through 143. 41 lots will potentially be subdivided into 96 smaller lots with two lots being slightly adjusted. The request for the smaller lots is to allow for the construction of 24 four-unit townhome structures



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instead of a single-family dwelling unit. The Planning Commission convened on July 20, 2023, for a Public Hearing and review of the Preliminary Plats for Willow Creek Estates Filing No. 2 and approved the Plats with conditions. Planning Director outlines the staff report pertaining to the required conditions.

- Jay Stoner states that the original lots are going to be reconfigured into smaller lots, four lots to build one townhome structure, each townhome will be individually owned.
- Chair Lenz inquires if Mr. Stoner has read the letter from Jacobs Engineering.
- Mr. Stoner states that he has read the letter and agrees with the statements.
- Commissioner Angel inquires about water taps and union ditch shares.
- Planning Director states that a 1” water tap is required for each four-unit townhome structure and that translates into seven additional water shares.

Commissioner Angle makes motion that based on the requirements delineated in the City of Florence Subdivision Regulations and following the fulfillment of the conditions for the preliminary plat approval, find the Final Plats and Address Plat for Willow Creek Estates Filing No. 2 shall be approved with the following conditions based on the recommendation of the City Engineer:

- a) The developer shall install a water stub-connection, blowoff hydrant and line valve in the northeast corner of the development, on the west side of Highway 67.
- b) The developer shall provide a permanent 40-foot-wide easement for the water stub connection from developed street, River Rock Blvd, to the edge of the right-of-way for Highway 67.

And recommend to the City Council for a final decision.

Seconded by Commissioner Selakovich

**Roll Call:** 5 ayes The motion carries.

**V. New Business:**

None

The meeting adjourned at 5:48 p.m.

By: \_\_\_\_\_  
Planning Commission Chair

Date: \_\_\_\_\_

# FLORENCE PLANNING COMMISSION

MEETING DATE: AUGUST 15, 2024

## STAFF REPORT

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**Agenda Item:** Public Hearing - Rezone 24-002 – Suzanne Boyer/Zackery Bryan  
Request to rezone property from CB – Central Business District Commercial to R-2 Low/Medium Density Residential.

**Department:** Planning

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### **Background / Description of Item:**

- The rezone request is for property located at 160 North Santa Fe Avenue and is legally known as the South 57.2 feet of Lots 17 and 18, Block 1, James A. McCandless Addition.

### **Staff Comments:**

- The applicants request to rezone the property from CB – Central Business District Commercial to R-2 Low/Medium Density Residential is that the property is now used as a residential unit. Further details can be found in letter submitted with the application.
- The properties surrounding the subject property are CHB – Central Historic Business, CB – Central Business District Commercial, and R-2 – Low/Medium Residential.
- The Future Land Use map in the City's 2017 Master Plan shows the subject property is in the MU-D — Downtown Mixed Use, this area is “primarily pedestrian-orientated and supports a number of retail, office, food services, community organizations...” The area to the north of the subject property is the H – MU Historic Mixed Use, this area is “mature neighborhoods with a wide range of historic housing”.
- Chapters 17.68 and 17.64.150 outline the requirements for sidewalks, off-street parking, and landscaping. Currently, the sidewalks are in good condition, the landscaping is well-maintained, but the resident does not have off-street parking available.
- The structure is within the designated Special Flood Hazard Area – 100-year floodplain. Any future remodeling, utilities, or HVAC work will require FEMA and City floodplain prevention permits prior to commencement.
- The timeline below was followed in advance of this meeting regarding notification requirements:
  - July 30, 2024: Notification letters were sent to property owners within 300 feet of the subject property.
  - July 25, 2024: Property was posted with a Public Hearing Notice sign.
  - July 26, 2024: Notice of the Public Hearing was published in the *Cañon City Daily Record*.

### **Response to Public Notice**

- No response from the public have been received as of the date of this staff report.

*In order to comply with Florence Municipal Code 17.76.100 – Rezoning policy and condition, the property may be rezoned only if one of the following criteria is true:*

1. that the property was not properly zoned when existing zoning was imposed,
2. that as presently zoned, is inconsistent with the policies and goals of the City’s Comprehensive Plan,

3. that there has been a material change in the neighborhood which justifies the requested zone change,
4. that the proposed rezoning is necessary in order to provide land for a community related use which was not anticipated at the time of the adoption of the City's comprehensive plan, and that such rezoning will be consistent with the policies and goals of the comprehensive plan.

**Attachments included:**

- Application
- Overview Map
- Current Zoning Map
- Future Land Use Map and Definitions

**Suggested Motions:**

Based on the requirements delineated in Florence Municipal Code Chapter 17.76.100 – Rezoning policy and conditions, the rezone request for 160 North Santa Fe Avenue, and legally known as the South 57.2 feet of Lots 17 and 18, Block 1, James A. McCandless Addition - from CB – Central Business District Commercial to R-2 Low/Medium Density Residential shall / shall not be approved based on.....and recommend to City Council for a final decision.



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## Rezone Application

Site Location: 160 N. Santa Fe Ave. Florence, CO 81226

Applicant(s) Name(s): Sine Royer

Address 319 E 5<sup>th</sup> St Florence, CO 81226

Phone [REDACTED]

Fax \_\_\_\_\_

Email [REDACTED]

Owner(s) Name(s) if different from applicant: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Authorized Representative / Agent / Consultant (if other than owner):

Name(s) Zackery Bryan

Address 160 N. Santa Fe Ave Florence, CO 81226

Phone [REDACTED]

Fax \_\_\_\_\_

Email [REDACTED]

Current Zoning: CB Proposed Zoning: R2

Legal Description of the Property: South 57.2 Ft Lot 17/18, Blk 1 James A McCandless addition.

Lot Size: 3050 Sq. ft.

Fee: \$425.00



PAID JUL 15 2024



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## REQUIRED ATTACHMENTS

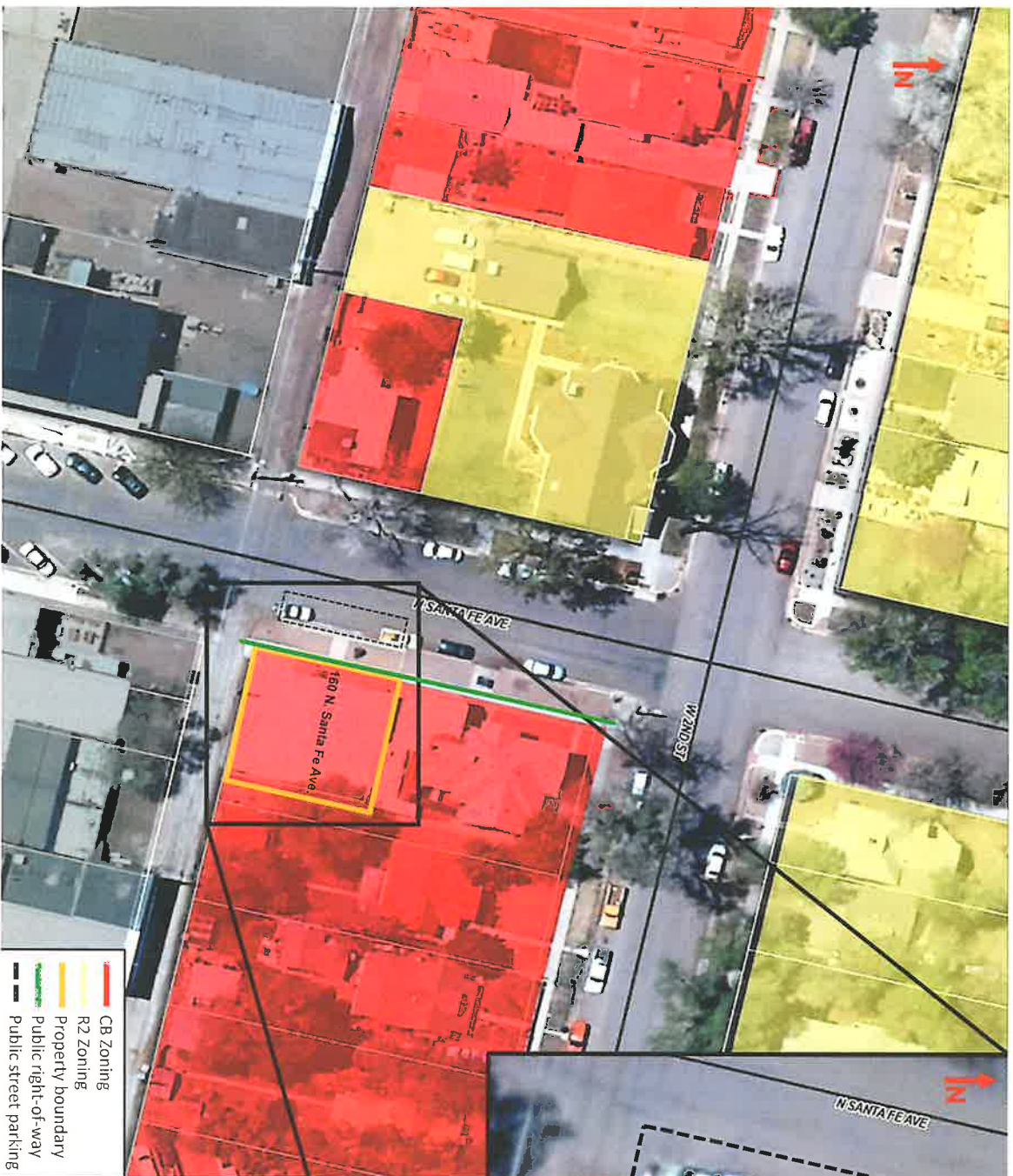
1. Deed of record for the subject property
2. A site plan (11" X 17") containing the following:
  - a. Title, scale and north arrow. (Name) (Zone Change Request from CB Zone District (existing) to R2 Zone District (proposed),
  - b. A vicinity map to locate the development in relation to surrounding area, streets, etc.,
  - c. Location and size of all existing and proposed buildings and structures on the property to be rezoned,
  - d. Location and size of all parking areas and spaces and all off-street loading areas on or adjacent to the property,
  - e. Location and size of access from a public right-of-way,
  - f. Location and size of all drainage ways or other natural features which would affect or would have an effect on property to be zoned,
  - g. Zoning classification for all adjoining lots, parcels, or tracts,
  - h. Such other additional information required by the City Manager;
3. A statement of justification for the rezoning including at least one of the following conditions:
  - a. Evidence that the property was not properly zoned when existing zoning was imposed,
  - b. Evidence that the proposed rezoning is necessary in order to provide land for a community-related use which was not anticipated at the time of the adoption of the City's comprehensive plan, and that such rezoning will be consistent with the policies and goals of the comprehensive plan,
  - c. Provide evidence that there has been a material change in the neighborhood which justifies the requested zone change,
  - d. Provide evidence that the proposed zone change will be in conformance to the comprehensive plan for the area;
4. Statements/evidence for the following:
  - a. Provide evidence that there is a public need and that it will tend to preserve and promote property values in the neighborhood;
  - b. Provide a time schedule for any contemplated new construction or uses;
  - c. Explain what effect the proposed rezoning will have on existing traffic. If no change is expected please explain;
  - d. Explain what effect the proposed rezoning would have on adjacent uses, if any.

By signing this application, you agree to the following: That the above information is true and correct to the best of your knowledge and belief, that any incorrect or untrue information may render this application null and void.

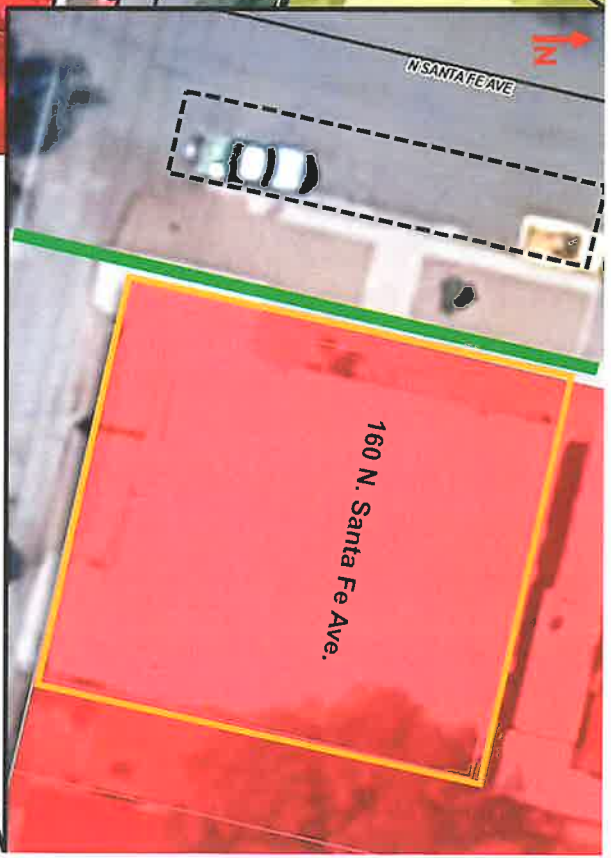
Applicant Signature: Suzanne Boyer

Owner Signature: Suzanne Boyer

Representative Signature: \_\_\_\_\_



- No change to public parking or right-of-way.
- No change to drainage or natural features.
- No change to Fremont County property tax.
- No change to city water use.





# Statement of Justification

160 N. Santa Fe Ave.  
Florence, CO 81226

**Statement:** Re-Zoning of 160. N. Santa Fe Ave. Florence, CO 81226 from CB to R2

**Justification:** (Provide evidence and reasoning to support the statement. This should be organized logically and supported by factual information, data, or expert opinions.)

**Context and Background:** 160 N. Santa Fe Ave. is been used as a residential property since 2021. The Fremont County Treasures office has designated its property tax as residential. However, due to the property being located within a Commercial/Business zoned area, it is subject to Colorado State Commercial/Business regulations and codes. Residential property insurance is significantly more difficult to obtain.

**Material Change in the Neighborhood:** The property has been used as a single-family residential property for three years. Re-zoning to Residential will have no chance to tax revenue, city traffic, parking, public right-of-ways or water/sewage consumption.

**Impact:** There should be no noticeable change to current economic, social, or environmental factors to the City of Florence or the surrounding community.

The point of contact for this memorandum is Zackery Bryan at [REDACTED] or [REDACTED]



Zackery Bryan

**160 North Santa Fe Ave.  
RZ 24-002**



**W-2ND-ST**

**N-SANTA-FE-AVE**

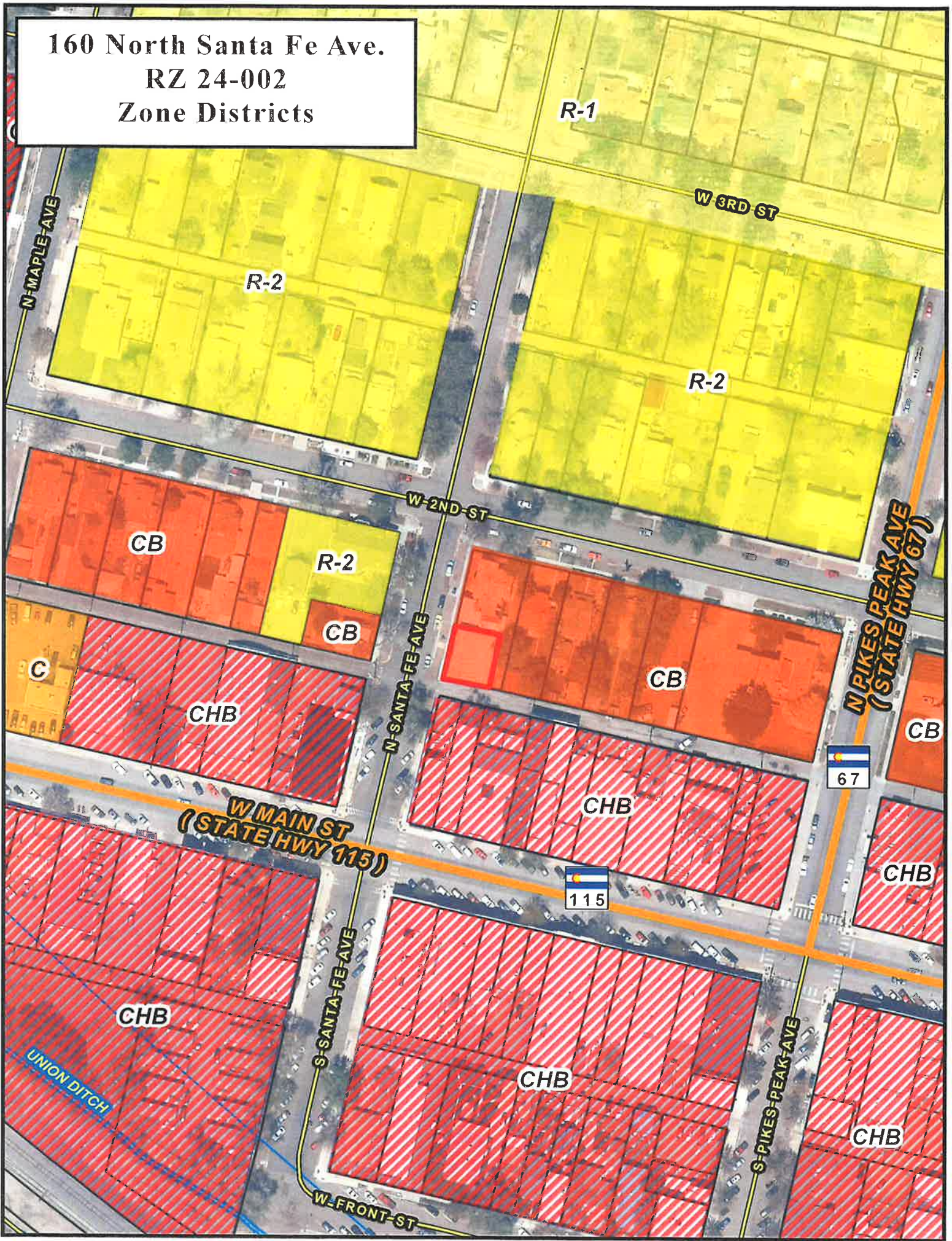


**W MAIN ST  
(STATE HWY 115)**

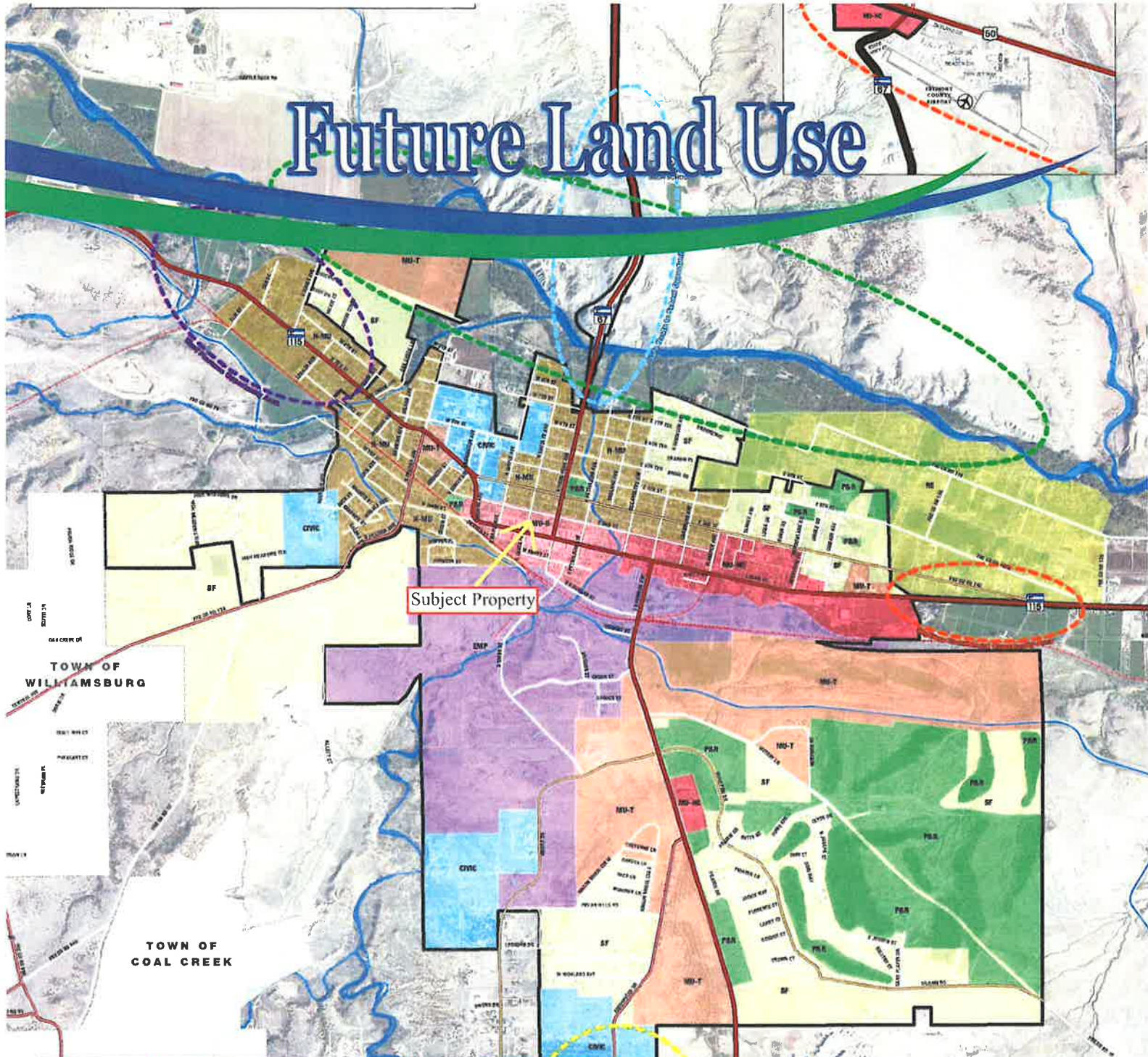


**S-SANTA-FE-AVE**

160 North Santa Fe Ave.  
RZ 24-002  
Zone Districts



# Future Land Use

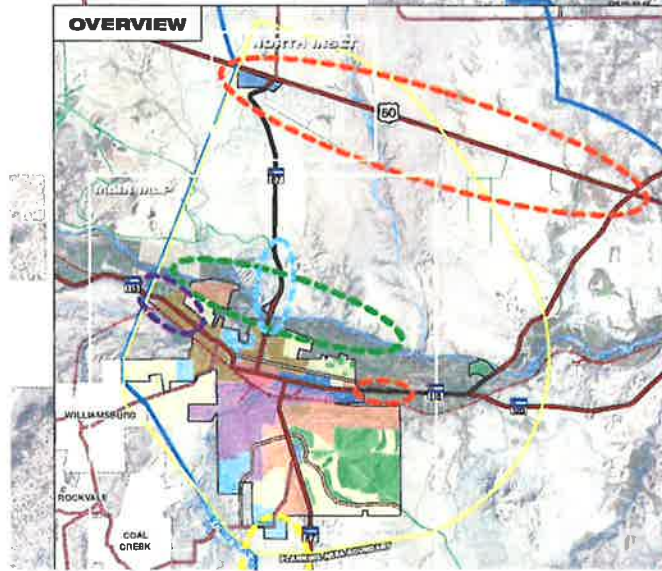


TOWN OF WILLIAMSBURG

TOWN OF COAL CREEK

Subject Property

## OVERVIEW



### FUTURE LAND USE PLAN

#### Neighborhoods

- SF Single-Family Residential
- MF Multi-Family Residential
- H-MU Historical Mixed-Use
- RE Rural Estate

#### Mixed-Use

- MU-D Downtown Mixed Use
- MU-T Mixed-Use Transitional
- MU-HC Mixed-Use Highway Commercial
- EMP Employment

#### Community

- CIVIC Civic/Quasi-Public
- P&R Parks & Recreation

### OPPORTUNITY AREA

- Arkansas River
- Highway Commercial
- Safe Route to School
- South Florence Opportunity Area
- West Florence Opportunity Area

### TRANSPORTATION NETWORK

- Regional Arterial
- Primary Corridor
- Collector
- Local
- Private
- Railroad
- City Boundary

## Land Use Designations

### **(H-MU) Historic Mixed Use**

These are established generally constructed before World War two for a non-motorized way of life. These mature neighborhoods have a wide range of historic housing with some new infill and scattered example of duplexes and four-plexes and even historic mixed-use along collector streets and highways. This designation allows for case-by-case examples of neighborhood commercial and office as well as live/work units on busier streets and main intersections. Future use of this historic core area of Florence should focus on residential development with a degree more flexibility for case-by-case infusions of other uses with properly mitigated impacts.

### **(SF) Single Family Residential**

These are generally single-use automotive age development with single-family housing developments. 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 or special uses such as churches where appropriate.

### **(MF) Multi-Family Residential**

These areas are intended for larger multifamily developments that can provide relief to the current housing crisis in Florence. These areas are generally in transitional sections of town and developments should be sited to buffer other uses and contain a quality of product that will be an asset to Florence for years to come.

### **(RE) Rural Estate**

These areas are characterized by larger lot developments with low level agricultural activities or horse properties. These are the predominate type of land outside City Boundaries and there are limited areas within the City. These areas will mainly be single-family residential in use.

### **(E) Employment Centers**

These are areas designated for low to mid-range industrial and commercial uses that have low to moderate external impact on the surrounding community. These areas tend to have larger lot sizes and be located some distance from residential uses. A variety of buffer uses may be allowed to screen these uses from residential such as mini storage and other uses.

### **(MU-D) Downtown Mixed Use**

This area is designated for the retention of the existing, established historical commercial downtown of Florence that was developed from the 1890s to the 1930s. These areas

are primarily pedestrian-orientated and support a number of retail, office, food services, community organizations, and limited hospitality uses as well as entertainment venues.

The designation seeks to preserve the wide range of uses that support the city and the unique historic character of downtown Florence. Residential is encouraged in second story and rear of buildings as long as storefronts are maintained for commercial purposes. Although the designated areas mainly support the established historic building stock, new compatible buildings and uses are encouraged adjacent to downtown and as infill on non-contributing buildings and vacant lots through some level of municipal design review. Unlike many downtown districts, some limited low level industrial and employment uses are encouraged that are compatible with the existing downtown.

### **(MU-T) Mixed Use Transitional**

This is a broad category for areas that are in transition over the next 5 to 10 years and located in areas that could develop in a couple of different ways depending on the market in Florence. This designation is intended to allow the greatest flexibility for change and may accommodate some multifamily development or commercial development or well-designed mixture of uses.

### **(MU-HC) Mixed Use Highway Commercial**

The designation is intended to allow flexibility of commercial development along main highways as market forces change land uses. Existing residential single family homes are located in these areas and may remain however; the City is open to redevelopment plans for commercial uses along busy corridors and especially of blighted and underutilized properties is encouraged.

### **(Civic) Civic Quasi-Public**

This designation is for schools, governmental facilities, and other quasi-public organizations as well as land adjacent that could transition to expansions of these uses in the future.

### **(P & R) Parks and Recreation**

This category is designed for land utilized as City parks or recreation facilities.

### **Opportunity Areas**

These areas represent opportunities to welcome visitors to Florence, provide strong connections to downtown, catalyst opportunities for recreation, education, tourism and represent growth opportunities through annexation. All areas offer joint planning opportunities to collaborate with the County and other agencies to coordinate matters of mutual, regional interest.