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Join via phone at 1-719-359-4580 **Meeting ID:** 819 4056 2844
Meeting Passcode: 284545

AGENDA

Call to Order

Roll Call

Consent Items

- A. Approval of Agenda
- B. Approval of Minutes

Old Business

New Business

- A. Notice of Public Hearing for Variance for 209 Cheyenne St. for Privacy Fence.

Discussion

Adjourn

Public Comment

Public comments are limited to three (3) minutes. When you are recognized, please stand, state your name, and then address the Board in a professional manner.

The Commissioners may not respond to your comments during this meeting, rather they may take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up.

Agenda Approved By:

Chairperson Wendy Frenzel

Date Posted:

8/19/25

Time Posted: 4:00pm



*Planning Commission Meeting
Regular Meeting Minutes
404 Comanche St., Kiowa Town Hall
July 23, 2025 @ 6:00 pm*

CALL TO ORDER

The regular meeting of the Town of Kiowa Planning Commission was called to order at 6:03 pm by Chairperson Wendy Frenzel.

ROLL CALL

Present: Chairperson Wendy Frenzel, Co-Chairperson Todd Lane, Commissioner Shannon Lane, Commissioner Julie Mizak, and Commissioner Lori Rafferty.

Also present:

Kim Boyd, Town Administrator
Sasha Davidson, Town Clerk
Terry Howard, Mayor on Zoom
Susie, Code Compliance

Absent: Commissioner Sandy Kalisch

There was a quorum for conducting business.

PUBLIC COMMENT

None

CONSENT ITEMS

Chairperson Wendy Frenzel entertained a motion to approve the agenda. Commissioner Julie Mizak moved to approve the agenda, and Commissioner Shannon Lane seconded the motion, and the motion carried 5-0 with no discussion.

Chairperson Wendy Frenzel entertained a motion to approve the minutes from the June 18, 2025, meeting. Commissioner Julie Mizak moved to approve of the minutes from the June 18, 2025, meeting. Co-Commissioner Todd Lane seconded the motion, and the motion carried 5-0 with no discussion.

Chairperson Wendy Frenzel entertained a motion to approve the minutes from the July 2, 2025, special meeting. Commissioner Lori Rafferty moved to approve the minutes from the July 2, 2025, special meeting. Commissioner Shannon Lane seconded the motion, and the motion carried 5-0 with no discussion.

OLD BUSINESS

A. Amending Article XIV – Sign Code regarding Temporary Signs, Temporary Banners, and Feather Banners.

Susie from Code Compliance came to work with the board to assist them in discussions about the sign code. There was in depth discussion amongst the board members about the options for businesses and their temporary sign possibilities. An ordinance was created to be sent to the Town of Kiowa Board.

Commissioner Wendy Frenzel entertained a motion to send the sign code ordinance to the Town of Kiowa Board for consideration and approval at their August 12, 2025, meeting.

Commissioner Shannon Lane moved to approve sending the sign code ordinance to the Town of Kiowa Board for their consideration and approval at their August 12, 2025, meeting.

Commissioner Julie Mizak seconded the motion, and the motion carried 5-0 with no discussion.

NEW BUSINESS

None

CORRESPONDENCE/INFORMATION/REVIEW/DISCUSSION

Todd Lane expressed an interest in stepping down from Co-chairperson, but not the Planning Commission.

Commissioner Wendy Frenzel entertained a motion to allow Todd Lane to step down from the role of Co-Commissioner. Commissioner Shannon Lane moved to approve Todd Lane stepping down as Co-Commissioner. Commissioner Lori Rafferty seconded the motion, and the motion carried 5-0 with no discussion.

Commissioner Wendy Frenzel entertained a motion to promote Julie Mizak to the position of Co-Commissioner. Commissioner Shannon Lane moved to approve the promotion of Julie Mizak to the position of Co-Commissioner. Commissioner Lori Rafferty seconded the motion, and the motion carried 5-0 with no discussion.

ADJOURN

Commissioner Wendy Frenzel entertained a motion to adjourn the meeting. Co-Commissioner Julie Mizak moved to adjourn at 7:34pm, and Commissioner Todd Lane seconded. The motion carried 5-0 with no discussion.

The next regular meeting will be on August 20, 2025, at Town Hall at 6:00 p.m.

Minutes approved by:

Wendy Frenzel, Chairperson

Sasha Davidson, Town Clerk



TOWN OF KIOWA
404 Comanche Street
Kiowa, CO 80117
Phone: (303) 621-2366
Fax: (303) 621-2595

LAND USE APPLICATION

DATE: 7.31.25
NAME OF PROJECT: Hoo motors Service shop Privacy fence
NAME OF APPLICANT: BRET WAGER / Hoo motors
ADDRESS & LEGAL DESCRIPTION OF PROJECT: 209 Cheyenne St Kiowa CO 80117

PLEASE CHECK THE APPROPRIATE ITEM(S):

- REZONING
- PLAT
- USE BY SPECIAL REVIEW
- MINOR PLAT/REVIEW
- ANNEXATION
- VARIANCE
- SUBDIVISION
- MINOR SUBDIVISION
- SITE PLAN
- OTHER Privacy fence

Present Zoning: Commercial C1 Area In Acres: _____
Proposed Zoning: _____ Present Use: Mechanic Shop
Proposed # of Lots (If Applicable) _____ Proposed Gross Floor Area (If Applicable) _____

Provide a narrative description of the proposal:

Putting a Privacy fence for lot on front ~~of~~ next to Cheyenne st. To keep a clean + safe look to property & fence because of the Drop off from main Road.

PROPERTY OWNER

APPLICANT REPRESENTATIVE

Name: Comanche Creek Investments LLC

Name: Bret Wabey

Address: 3445 235 Comanche St
Krona CO 80117

Address: 31450 County Rd 45
Krona CO 80117

Telephone: 303-621-2524

Telephone: 303-718-0090

[Signature]

[Signature]

Signature of Owner

Signature of Applicant

ROSALIE SISNEROS
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20164036148
MY COMMISSION EXPIRES 09-19-2028

(OWNER'S SIGNATURE NEEDS TO BE NOTARIZED)

Subscribed and sworn before me this 31st day of July, 2025.

My commission expires: 9-19-2028

Rosalie Sisneros
Notary

FOR OFFICE USE ONLY

Fees Paid: _____

Received by: _____

Conditional Use: _____

Re-Zone: _____

Variance: _____

Other: _____

Notes: _____

TOWN OF KIOWA
NOTICE OF PUBLIC HEARING REQUEST
FOR VARIANCE 209 CHEYENNE ST.

Notice is hereby given that the Town of Kiowa Planning Commission and Board of Trustees shall hold public hearings concerning a request for variance for a fence, located on property described in Exhibit A, and generally located at 209 Cheyenne St pursuant to the Town of Kiowa Zoning Regulations.

The public hearing shall be held before the Planning Commission on August 20, 2025, at the hour of 6:00pm, and the Board of Trustees on September 9, 2025, at the hour of 7:00pm or as soon as possible thereafter as the agenda of the Planning Commission and Board of Trustees permits, at the Kiowa Town Hall, 404 Comanche Street, Kiowa, Colorado 80117. Further information is available by calling (303)621-2366.

ALL INTERESTED PERSONS MAY ATTEND

EXHIBIT A (legal description)

Section: 17 Township: 8 Range: 63Subdivision: L AND B Lot: 1