



TOWN OF MONUMENT PLANNING COMMISSION MEETING AGENDA

WEDNESDAY, AUGUST 12, 2026 – 6:00 PM

Monument Town Hall - Council Chambers
645 Beacon Lite Road, Monument, Colorado 80132
Participate In-Person or Via [Microsoft Teams](#)

- 1. Call to Order, Pledge of Allegiance, Roll Call**
- 2. Approval of Minutes**
 - a. Meeting Minutes July 8, 2026
- 3. New Business**
- 4. Hearing Items**
 - a. Case No. 2025-006 - A Request for Approval of a Major Amendment to the Planned Unit Development for Native Sun Construction at 15010 Woodcarver Road - [Public Hearing] - *Rey Medina*
 - b. Case No. 2026-005. A Request for the Approval of the Final Planned Unit Development Plan for the 7 Brew Drive Thru Coffee [Public Hearing] - *Rey Medina*
 - c. Case No. BOA-02-2026 - A Request to Appeal the Planning Director's Use Classification Determination, 309 Woodworth Street. [Public Hearing] - *Jenna Gorney*
- 5. Public Comments For Items Not on the Agenda** *Individuals attending in person may raise their hand to indicate their desire to comment. Individuals attending via Teams may "raise their hand" digitally to comment via connected devices. Please lower your hand when finished with your comments. Comments are limited to 3 minutes.*
- 6. Reports, Communications and Announcements**
- 7. Adjournment**



**TOWN OF MONUMENT PLANNING COMMISSION - DRAFT
REGULAR MEETING**

Wednesday July 8th, 2026

Hybrid Meeting-In person and remote participation Via Microsoft TEAMS

1. Call to order, Pledge of Allegiance, Roll Call:

- a. Chair Egley called the meeting/hearing of the Planning Commission of the Town of Monument, Colorado, to order at 6:00 pm at Monument Town Hall and led those assembled in the Pledge of Allegiance.
- b. Following the pledge a 30 minute delay occurred while awaiting members to assemble a quorum.

PLANNING COMMISSION	TOWN STAFF
PRESENT: Chair Ray Egley Commissioner Donna Hatch Commissioner Martin Trujillo	Rey Medina, Planner Jenna Gorney, Senior Planner Dan Ungerleider, Director of Planning
ATTENDED REMOTELY: Vice-Chair Corey Petersen Commissioner Valerie Baumer	
ABSENT: Commissioner John Parr	

2. Approval of Minutes/Agenda Modification

- a. Move to approve the minutes of June 10th, 2026, Planning Commission Meeting.
Commissioner Egley motioned to approve the corrected minutes; Commissioner Hatch seconded; passed 5-0.

3. New Business

- a. N/A

4. Hearing/Meeting Items

- a. Public Hearing was open and closed with members of the public present.
- b. Staff Presentation: Request for Approval of the Karl Malone Powersports Final PUD Plan, Jenna Gorney, Senior Planner.
 - I. Applicant requested approval of a Final Planned Unit Development for Karl Malone Powersports located at 15871 Terrazzo Drive within the Terrazzo Baja Commercial Development.

- II. Proposed development consists of a 30,000-square-foot recreational vehicle sales and service facility on approximately 2.96 acres.
- III. Site improvements include a showroom, offices, service bays, vehicle storage area, parking, landscaping, lighting, and utility infrastructure.
- IV. The proposal complies with Preliminary PUD standards related to setbacks, parking, landscaping, building design, and signage.
- V. Traffic, drainage, and geotechnical studies were reviewed by Town consultants and determined to be acceptable.
- VI. Staff concluded that the proposal is consistent with the Comprehensive Plan, approved Preliminary PUD, and applicable review criteria.
- VII. Public Comments: N/A

Commissioner Comments:

Commissioner Hatch

- Requested clarification regarding architectural design elements, branding requirements, and building materials.
- Discussed screening and security measures associated with the outdoor storage area.
- Asked questions regarding signage visibility and building appearance from Interstate 25.
- The applicant confirmed that the proposed design meets manufacturer requirements while incorporating enhanced architectural treatments and screening.

Commissioner Baumer

- Expressed appreciation for revisions made to the architectural design.
- Noted that the updated building design more closely reflects the character and design expectations of the Town.

Commissioner Trujillo

- No Comments.

Vice Chair Peterson

- No Comments

Chair Egley

- Requested clarification regarding customer, employee, and service-related parking arrangements.
- Discussed the proposed underground stormwater detention system and its long-term functionality.
- Asked questions regarding the sale and storage of trailers associated with powersports operations.
- Applicant and staff provided additional information regarding parking operations, stormwater management, and vehicle storage practices.

Commissioner Hatch made a motion:

Commissioner Hatch moved to recommend approval of the Karl Malone Powersports Final PUD Plan to Town Council.

Commissioner Trujillo seconded the motion; motion passed (5-0).

Vote Details:

Egley – Yes; based on compliance with applicable review criteria and staff findings.

Peterson – Yes.

Baumer – Yes; based on consistency with approved development standards and architectural improvements.

Hatch – Yes; based on findings of fact 1, 6, and 10.

Trujillo – Yes.

c) Staff Presentation: Request for Approval of the Conexus Lot 1 Filing 2 Final PUD Plan, *Rey Medina, Town Planner*.

- i. Applicant requested approval of a Final Planned Unit Development for Conexus Lot 1 Filing 2.
- ii. The proposal includes 354 residential units consisting of:
312 apartment units
42 townhome units
- iii. Development density is below the maximum density approved in the Preliminary PUD.
- iv. Site amenities include a clubhouse, fitness center, pool, playground, dog park, pickleball court, garages, open space, and pedestrian connections.
- v. The development exceeds minimum parking requirements and complies with landscaping, architectural, and design standards established through previous approvals.
- vi. Traffic, drainage, and noise analyses were reviewed and found acceptable by Town consultants.
- vii. Staff concluded that the application is consistent with previous Conexus approvals and applicable Final PUD review criteria.

Commissioner Comments:

Commissioner Trujillo

- Expressed concerns regarding residential density and the long-term impacts on traffic, schools, infrastructure, emergency services, and community character.
- Indicated a preference for lower-density residential development in this location.

Commissioner Hatch

- Requested clarification regarding the proposed sound wall, project amenities, and recreational opportunities for future residents.
- Asked questions regarding playground facilities and the project's target demographic.
- Applicant confirmed inclusion of a playground, pool, fitness center, pickleball court, dog park, and additional resident amenities.

Chair Egley

- Requested clarification regarding trail connections, pedestrian circulation, and privacy considerations for townhomes adjacent to Old Denver Road.
- Discussed noise mitigation measures proposed along Interstate 25.
- Raised concerns regarding the availability of publicly accessible park space within the development.
- Discussed the distinction between open-space dedication and functional parkland.

Applicant and Staff Response

- Confirmed multiple pedestrian connections to the Santa Fe Regional Trail and Old Denver Road corridor.
- Confirmed installation of an 8-foot sound wall based upon the approved noise study.

- Explained that park and open-space dedication requirements were addressed through previously approved Conexus development agreements, including approximately 27.5 acres of dedicated open space and future park planning commitments.

Commissioner Baumer

- No comments.

Vice Chair Peterson

- No comments.

Commissioner Hatch made a motion:

Motion: Commissioner Hatch moved to recommend approval of Conexus lot 1 filing 2 Final PUD Plan to Town Council.

Commissioner Baumer seconded the motion; motion passed (3-2).

Vote Details:

Egley – No; based on concerns regarding functional park space, public recreational opportunities, and connectivity within the development.

Peterson – Yes.

Baumer – Yes; based on finding of fact No. 1 and consistency with applicable approval criteria.

Hatch – Yes; based on findings of fact 1, 8, and 10.

Trujillo – No; based on concerns regarding density and findings of fact 3 and 4.

- d) **Adjournment:** Chair Egley, seconded by Commissioner Hatch moved to adjourn the meeting/hearing of the Planning Commission at 8:21pm.

Next Planning Commission Meeting: August 12th, 2026.

The public is welcome to attend either in person or online for the Planning Commission meetings. Town of Monument meetings/hearings Live Stream or video Meetings Online

- **Monument meetings/hearings live stream or video meeting recordings can be found online** - Please follow this (YouTube) link to view all PC meetings/hearings: <http://bit.ly/2uZxjfa>
- **Streaming meetings:** Instructions can be found on the Town website: <https://www.townofmonument.org/263/Planning-Commission-Board-of-Adjustment>
- **Meeting Minutes:** Minutes taken by staff are action summaries. As per the Planning Commission Bylaws, all public meetings of the Commission shall be recorded by electronic device. Any person desiring to have a meeting recorded by a stenographic reporter, at his or her expense, may do so, provided that it does not otherwise disrupt the proceedings.

IMPORTANT NOTE: Accommodations for the hearing impaired can be made upon request with 24 hours' notice. Please call 719-481-2954.

Reference: All Development project information can be found on the town website at <https://www.townofmonument.org/235/Development-Projects>.

Note that each project application submitted to the Town of Monument is reviewed fully by the Planning Department Staff prior to placement on the agenda of the Planning Commission or Town Council. At the meetings/hearings, applicants and Staff will provide details such as possible conditions, density, development capacity and all current and previous approvals. This will include project referrals, which are completed prior to all projects to verify conformance and approval criteria before being brought forth to the Planning Commission.



STAFF REPORT

TO: Planning Commission
FROM: Rey Medina, Planner
DATE: August 12, 2026
SUBJECT: Case No. 2025-006 - A Request for Approval of a Major Amendment to the Planned Unit Development for Native Sun Construction at 15010 Woodcarver Road [Public Hearing]

Applicant's Information.

Rohs Heck
F9 Productions
825 Crisman Dr #100
Longmont, CO 80501

Owner's Information:

Native Sun Construction
Winston Jessop
15020 Woodcarver Road
Monument, CO 80132

Property Location.

15010 Woodcarver Road
Property Schedule No. 7135006001 & 7135006002

Development Area.

6,117 sf or 0.14 acres; Shop structure being placed
on Lot 1 of Native Sun Construction

2017 Comprehensive Plan Designation.

Light Industrial (LI) East side of property,
Parks/Trails (PR) West side of property

Zoning Designation.

Preliminary/Final Planned Unit Development Plan
for Native Sun Construction, Resolution No. 31-
2022

Proposed Use.

Industrial: Contractors Shop or Storage Yard

Surrounding Property Information.

North – UPS Center (PUD)
West – Vacant (El Paso County Agriculture)

**Staff Report Native Sun Construction PUD Major Amendment
August 12, 2026**

East – Eagle Rock Distribution (PUD)
South – NAVSYS Corporation (LI – Light Industrial)

Requested Action(s).

A Request for Approval of a Major Amendment to the Planned Unit Development for Native Sun Construction at 15010 Woodcarver Road.

Executive Summary.

The applicant, Mr. Rohs Heck, representing Winston Jessop and Native Sun Construction, is requesting approval of a Major Amendment to the previously approved Native Sun Final Planned Unit Development. The proposed amendment includes the following changes: relocation of the shop to a more northwesterly position; regrading of Lot 1 to accommodate revised site layout; installation of a deceleration lane along Woodcarver Road to improve site access and traffic flow; and reconfiguration of the construction yard to utilize open circulation in place of the originally approved internal street network. These modifications are intended to enhance operational efficiency while maintaining consistency with the overall development goals of the Planned Unit Development.

Public Notice. Pursuant to [Chapter 18 - Land Development Code, Section 18.01.260.D and Table 1.2](#), which requires public notice at least fifteen (15) days prior to any public hearing for a land use change to be mailed to property owners within 500 feet and posted on the property. The Applicant has complied with the aforementioned notice requirements. A copy of the public notice is included with this report as Attachment 2.

History/Background.

The Native Sun Construction Planned Unit Development has an established history of planning approvals. It was originally authorized for its intended uses through the Planned Unit Development designation adopted by [Resolution No. 31-2022](#) on May 2, 2022, and officially recorded on March 8, 2023 (Reception No. 223018894). The property owner is now requesting a Major Amendment to this PUD to accommodate the aforementioned site modifications. The originally approved use of the property—as an equipment storage yard and vehicle repair facility—remains unchanged.

More recently, the Native Sun Construction project was presented to the Planning Commission on July 9, 2025, as part of the ongoing implementation of the approved Planned Unit Development. During the review process, a misunderstanding regarding available water service capacity was identified, requiring the applicant to reevaluate the scope of the proposal. As a result, the project was subsequently downsized to ensure that the proposed use at the property could be fully supported by the existing water system.

**Staff Report Native Sun Construction PUD Major Amendment
August 12, 2026**

The current proposal for the Native Sun Construction Planned Unit Development remains consistent with the previously approved Preliminary/Final PUD Site Plan.

The Native Sun Construction Major PUD Amendment is required to obtain Final Planned Unit Development approval ([Sec. 18.03.470](#)) prior to the issuance of land development and building permits.

Development Details.

The Native Sun Construction Planned Unit Development (PUD) proposes continued development of Lot 1, a 7.21-acre parcel within the approved Native Sun Construction PUD. Lot 1 contains multiple easements essential to site function, including a Private Drainage Easement and Private Utility Easement recorded under separate instruments. The original plat also establishes a 30-foot private utility easement, a 10-foot public utility easement, and a 20-foot drainage easement across portions of the lot. In addition to the primary development area, the Native Sun Plat identifies Tract A as right-of-way for Woodcarver Road, with the roadway corridor itself platted as part of Lot 1 to support long-term access and circulation.

Woodcarver Road currently provides sole access to the property and is privately owned and maintained under Native Sun. As part of this PUD amendment, a deceleration lane will be installed along Woodcarver Road to improve traffic flow and enhance site access. These roadway improvements will be completed concurrently with the PUD amendment and the proposed shop building addition.

The proposed development includes construction of a single shop building totaling 6,117 square feet, with a building height just under 29 feet. The structure will serve as an equipment storage and repair facility for the Native Sun business. Program elements within the building include a wash bay and a mechanical equipment area, supporting the operational needs of the business.

This amendment also provides four additional parking spaces for staff use, meeting the requirements of Monument Municipal Code 18.05.215. Storage operations on the property will remain consistent with the originally approved Final PUD, with additional landscaping incorporated to reduce visibility of the storage areas from Woodcarver Road. The existing 6-foot chain-link fence surrounding the storage area will remain, with fencing expanded to enclose the entirety of Lot 1 for improved security and site organization.

Building setbacks for the development comply with the PUD standards and include an 80-foot front yard setback from the Woodcarver Road right-of-way, a 68-foot internal side yard setback to the west at the edge of the storage area, a 40-foot internal side yard setback to the east, and a 199-foot rear setback from the property line.

**Staff Report Native Sun Construction PUD Major Amendment
August 12, 2026**

Stormwater for the site will continue to be managed through the existing detention basin, originally approved as part of the Native Sun Construction PUD. The basin remains adequate to meet current stormwater detention requirements, and no modifications are proposed as part of this amendment.

Landscaping. The landscape design for the Native Sun Construction yard is intended to balance the operational needs of an active construction storage facility with the growing community priority of reducing water use in commercial landscapes. The plan emphasizes the use of native, drought-tolerant plant materials to ensure the perimeter of the facility blends seamlessly with the surrounding open spaces while enhancing overall habitat quality.

Screening along the property boundaries will be provided through a mix of low- and medium-water-use deciduous and evergreen trees, strategically placed to soften views into the site and improve visual integration with adjacent properties. Disturbed areas at the perimeter will be reseeded with a non-irrigated native restoration seed mix, selected for its ability to establish with minimal water and its ease of long-term maintenance and weed control.

All newly planted trees will be supported by an automatic irrigation system utilizing a centrally controlled, weather-based controller. Irrigation will be delivered through two pop-up stream bubblers per tree, ensuring efficient and targeted water application during establishment.

The landscape plan includes 66 new trees, with 21 existing trees preserved on site. In total, approximately 207,490 square feet of area will be seeded with the native restoration mix, contributing to a cohesive, low-water, and ecologically supportive landscape character for the Native Sun facility.

Parking. The Town's Land Development Code, [Section 18.05.215](#), requires industrial facilities to provide one (1) and (1/10) space per employee. The addition of the shop building to the existing Native Sun PUD is not expected to greatly increase the number of employees at the location. The addition of four (4) vehicle parking spaces will sufficiently provide parking for lot 1 of Native Sun Construction.

Snow Storage. Snow storage requirements for the Development have been satisfied. Per Land Development Code [Section 18.05.245\(10\)](#), one square foot of snow storage is required for every three square feet of parking, driveway, walkway, and loading area to be cleared. Based on approximately 32,000 square feet of combined pavement and vehicle-movement areas, the site requires 10,667 square feet of designated snow storage.

Lot 1 contains 314,182 square feet in total, providing ample capacity to accommodate the required snow storage area. The necessary 10,667 square feet can be fully met within the

Staff Report Native Sun Construction PUD Major Amendment
August 12, 2026

existing on-site storage areas without the need for additional land or modifications to the site layout.

Signage. The signage program for the Native Sun Construction PUD Amendment is intentionally limited, reflecting the operational nature of the facility and the absence of any public-facing commercial activity. No building-mounted signage is proposed as part of the shop building addition, and no freestanding monument or identification signs are included within the scope of this amendment.

The only signage element associated with the project is a stop sign located at the proposed right-turn lane from Woodcarver Road into the site. This sign is intended to regulate vehicle movements at the point of entry and ensure safe circulation for both on-site users and vehicles traveling along Woodcarver Road. The stop sign will be installed in accordance with applicable traffic control standards and positioned to maintain clear visibility for approaching drivers.

No additional identification or advertising signage is proposed, the project remains fully compliant with the Town's sign regulations, and the minimal signage approach is consistent with the character of the Native Sun facility and its surrounding context.

Architecture. Architecture for the Native Sun Construction development meets the standards for pre-engineered metal building design because the size of the shop building is under 20,000 square feet ([code section 18.04.150](#)). Design guidelines were never established with the originally approved Native Sun Construction PUD. This design incorporates consistent architectural treatment on all elevations, ensuring that each façade receives equal attention to proportion, material transitions, and color harmony.

The building utilizes vertical metal siding as specified by the pre-engineered metal building designer, creating a clean, modern industrial profile with strong vertical emphasis. Horizontal breaks and trim elements provide articulation and prevent long, uninterrupted wall planes.

A unified color palette is employed throughout the project. All doors and trim elements are finished in burnished slate, providing a rich, natural tone that complements the metal wall panels and reinforces a cohesive aesthetic. The galvanized metal roofing, also per the pre-engineered building designer, introduces a durable, reflective surface that contrasts subtly with the darker trim while maintaining a high-quality appearance.

Overall, the architectural composition emphasizes durability, simplicity, and material honesty. The coordinated use of vertical metal siding, galvanized roofing, and burnished slate accents results in a visually balanced and professionally executed design appropriate for the building's function and context.

Staff Report Native Sun Construction PUD Major Amendment**August 12, 2026**

Traffic Analysis Report. The Applicant provided a Traffic Generation Analysis for the Development. The Report, prepared by SM Rocha, LLC (dated 1/22/2025) assessed impacts related to the roughly 6,000-square-foot shop building addition for Native Sun. The traffic generation analysis for the 15020 Woodcarver Commercial development evaluates expected vehicle trips associated with a proposed 6,117-square-foot construction vehicle maintenance shop. Using ITE trip-generation rates, the study estimates the project will generate approximately 155 daily trips, including 22 morning peak-hour trips and 21 afternoon peak-hour trips. As noted in the report, “the development area has the potential to generate approximately 155 daily trips with 22 of those occurring during the morning peak hour and 21 during the afternoon peak hour.”

The analysis concludes that these traffic volumes are minor and will not negatively affect operations on Woodcarver Road or nearby intersections. All site-generated traffic is expected to use the two full-movement access points on Woodcarver Road, with distribution assumed primarily to and from the north. As stated in the document, “the proposed site-generated traffic is expected to create no negative impact to traffic operations for the surrounding roadway network.”

Stormwater Management. The Applicant provided a Final Drainage Report for the development. The Report, prepared by Raptor Civil Engineering, dated March 6, 2026, concludes that the development has been designed in accordance with and exceeding the standards of the El Paso County Drainage Criteria Manual.

The updated analysis confirms that the project will provide water quality treatment for approximately 85.3% of the area within the project limits, with the only untreated portions located in Basins U1, U2, and U3—about 0.75 acres—where existing off-site flows from Woodcarver Road bypass the site and continue to their historic discharge point at the wetlands south of the property. Remaining small untreated areas occur only along the site perimeter where regrading is required to tie into existing grades and routing flows to the detention pond is not feasible.

All proposed basins that drain to the detention pond will be fully treated by the previously approved and constructed facility, which has adequate capacity to serve both lots within the development. The report concludes that the project complies with the Town of Monument Drainage Requirements and the MHFD Urban Storm Drainage Criteria Manual, and that the improvements will not negatively impact surrounding properties or existing drainage infrastructure.

Based on the current data and analysis included in the Applicant’s January 2026 Report, Town Engineers concur with this assessment.

**Staff Report Native Sun Construction PUD Major Amendment
August 12, 2026**

Comprehensive Plan. The majority of the subject property is designated Light Industrial (LI), with a slim buffer of Parks, Trails, and Open Space (PR) by the Town’s Comprehensive Plan, adopted 2017. The introduction of a shop building on the Native Sun Construction site is consistent with these themes because it provides a functional space for equipment maintenance and contractor operations—uses that fall squarely within the Plan’s intent for Light Industrial districts. The Plan emphasizes encouraging “clean, well-managed industrial uses that contribute to the local economy while minimizing impacts on surrounding properties,” and the proposed shop meets this expectation through its limited operational scope, controlled access, and compatibility with surrounding commercial and industrial uses.

The Plan also stresses the importance of orderly development, adequate infrastructure, and site design that supports safe circulation and efficient land use. The shop building complies with these objectives by utilizing an already-zoned Light Industrial property, connecting to existing roadway and utility systems, and incorporating site planning that manages traffic, drainage, and outdoor storage in a manner consistent with the Plan’s development policies. It is fully compatible with the 2017 Comprehensive Plan’s vision for industrial growth in Monument.

ANALYSIS AND FINDINGS

Criteria for Review – 18.03.470 PUD Amendment

Pursuant to section 18.03.470 of the Land Development Code PUD Amendment Plans, the Director shall determine whether an amendment request shall be considered a minor administrative amendment, or major amendment based on the criteria established in this section. If the approved planned development contains language which prohibits administratively processed amendments, then a major amendment to the approved plans will be required. The following criteria reflect Staff’s determination that the proposed Native Sun amendment qualifies as a Major PUD Amendment.

1. *Density. The density of any permitted use area shall not be increased administratively.*
 - a. The addition of a shop building on Lot 1 of the Native Sun Construction Planned Unit Development results in an increase in site density.
2. *Building Location. The change(s), modification(s), or adjustment(s) shall not impact more than twenty (20) percent of any building footprint.*

The proposed shop building does not constitute a minor modification to an existing building footprint; instead, it introduces a new building footprint and alters the approved building layout on the property. The building location standard limits modifications to impacts affecting no more than twenty (20) percent of a building footprint; therefore, the addition of an entirely new structure exceeds the scope of allowable adjustments and is therefore inconsistent with this criterion.

**Staff Report Native Sun Construction PUD Major Amendment
August 12, 2026**

3. *Finished Grade and Drainage System. Changes to the proposed finished grade affecting less than ten (10) percent of the site and not resulting in significant changes to the site drainage system are allowed.*
 - a. The grading proposed for the site surpasses the allowable 10% limit.
4. *Architectural Features and Treatments. The Director shall have the authority to determine if the minor amendment is in keeping with the intent and overall design of the approved PUD, and that it does not change approved development standards. Minor amendment requests can include, but are not limited to, changes in color, materials, and architectural treatments.*
 - a. Introducing a new building to the property constitutes a change to the overall design of the approved PUD.

Finding of Fact and Staff Recommendation

After reviewing the Native Sun Construction PUD Amendment, the following finding of fact has been made:

1. The request has met the applicable criteria identified in Section 18.03.470 PUD Amendment of the Land Development Code.

Recommended Motion/Action

A motion to recommend approval/denial of the Native Sun Construction PUD Amendment, for property located at 15010 Woodcarver Road bearing parcel No. 7135006001 as supported by the referenced documents and the Finding of Fact listed in the staff report.

Attachments. [\[link\]](#)

0. Staff Report
1. Staff Presentation
2. Applicant Narrative, prepared by Legend Engineering, dated May 1, 2026
3. Final PUD Plan Set, prepared by F9 Productions, dated March 6, 2026
4. Maps
5. Public Notice Mailing Affidavit
6. Public Notice Posting Affidavit
7. Town Engineer Recommendation of Approval, dated July 24, 2026
8. Traffic Generation Analysis, prepared by SM Rocha, LLC, dated 1/22/2025
9. Alta Survey, prepared by Barron Land, dated 11/20/2024
10. Final Drainage Report, prepared by Raptor Civil Engineering, dated March 6, 2026
11. Woodcarver Road Maintenance Agreement

Plat History

12. Final Plat for Native Sun Construction, Approved May 2, 2022, Resolution 32-2022 ([link](#))

Native Sun Construction Major PUD Amendment

Staff Presentation

Planning Commission Meeting – 8/12/2026



INTRODUCTION

The applicant, Rohs Heck, representing Winston Jessop and Native Sun Construction, is requesting approval of a Major Amendment to the previously approved Native Sun Final Planned Unit Development (PUD).

The proposed amendment would relocate the shop building to a more northwesterly location, regrade Lot 1 to accommodate the revised site layout, install a deceleration lane along Woodcarver Road to improve site access and traffic flow, and reconfigure the construction yard to use an open circulation pattern in place of the originally approved internal street network.

These modifications are intended to improve operational efficiency while remaining consistent with the overall intent and development goals of the approved PUD.



PUBLIC HEARING NOTICE



Native Sun Construction
PUD Amendment
File Number: 2025-006-PDAMJ

AFFIDAVIT – MAILING Final PUD Plan

I, Ephraim Jessel, (print name) as the ☒ owner ☐ authorized agent, (check one) for the property located at property schedule number(s) 7135006001, in the Town of Monument, El Paso County, Colorado do hereby attest that I reviewed the records of the El Paso County Assessor on the day of 7/22/2026 (month/day), 2026, and have sent letters via first class U.S. mail to the owners of record for the properties within 500-feet of the perimeter property line of the proposed PUD Plan for Native Sun Construction, giving notice of forthcoming public hearings for Planning Commission on **August 12, 2026** and Town Council on **September 8, 2026** in compliance with Town Code Section 18.01.260-Public notice requirements., F. Mailed notice. on 7/22/2026, 2026, which is at least 15 days prior to the date of the hearings.

Signed: [Signature]

Print Name: Ephraim Jessel

Owner/Authorized Agent (circle one)

State of, Colorado

County of: El Paso

Sworn and subscribed to before me, a Notary Public, by July, this 22nd day of 2026, who is either personally known to me or who has produced Driver License as identification.

My Commission Expires: 03-09-2029

Notary Public for the State of Colorado

Print Name: Patricia Barlow

PATRICIA BARLOW
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID# 20174010442
MY COMMISSION EXPIRES 03/09/2029



Native Sun Construction
PUD Amendment
File Number: 2025-006-PDAMJ

AFFIDAVIT – POSTED NOTICE Final PUD Plan

I, Ephraim Jessel, (print name) as the ☒ owner ☐ authorized agent, (check one) for the property located at property schedule number 7135006001, in the Town of Monument, El Paso County, Colorado do hereby attest that I installed, ONE sign along Woodcarver Road, facing out to traffic, in compliance with Town Code Section 18.01.260-Public notice requirements., E. Posted Notice. On 7/22/2026 (month/day), 2026, which is at least 15 days prior to the public hearing, scheduled for Planning Commission on **August 12, 2026**, and Town Council on **September 8, 2026**, for the proposed development application: Native Sun Construction, Final PUD Plan.

Signed: [Signature]

Print Name: Ephraim Jessel

Owner/Authorized Agent (circle one)

State of, Colorado

County of: El Paso

Sworn and subscribed to before me, a Notary Public, by July, this 22nd day of 2026, who is either personally known to me or who has produced Drivers License as identification.

My Commission Expires: 03-09-2029

Notary Public for the State of Colorado

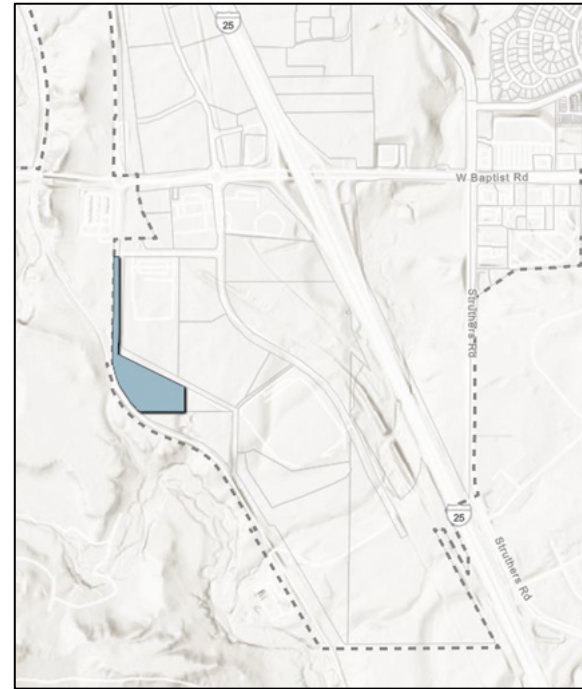
Print Name: Patricia Barlow

PATRICIA BARLOW
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID# 20174010442
MY COMMISSION EXPIRES 03/09/2029



SURROUNDING ZONING LOCATION, LAND USE

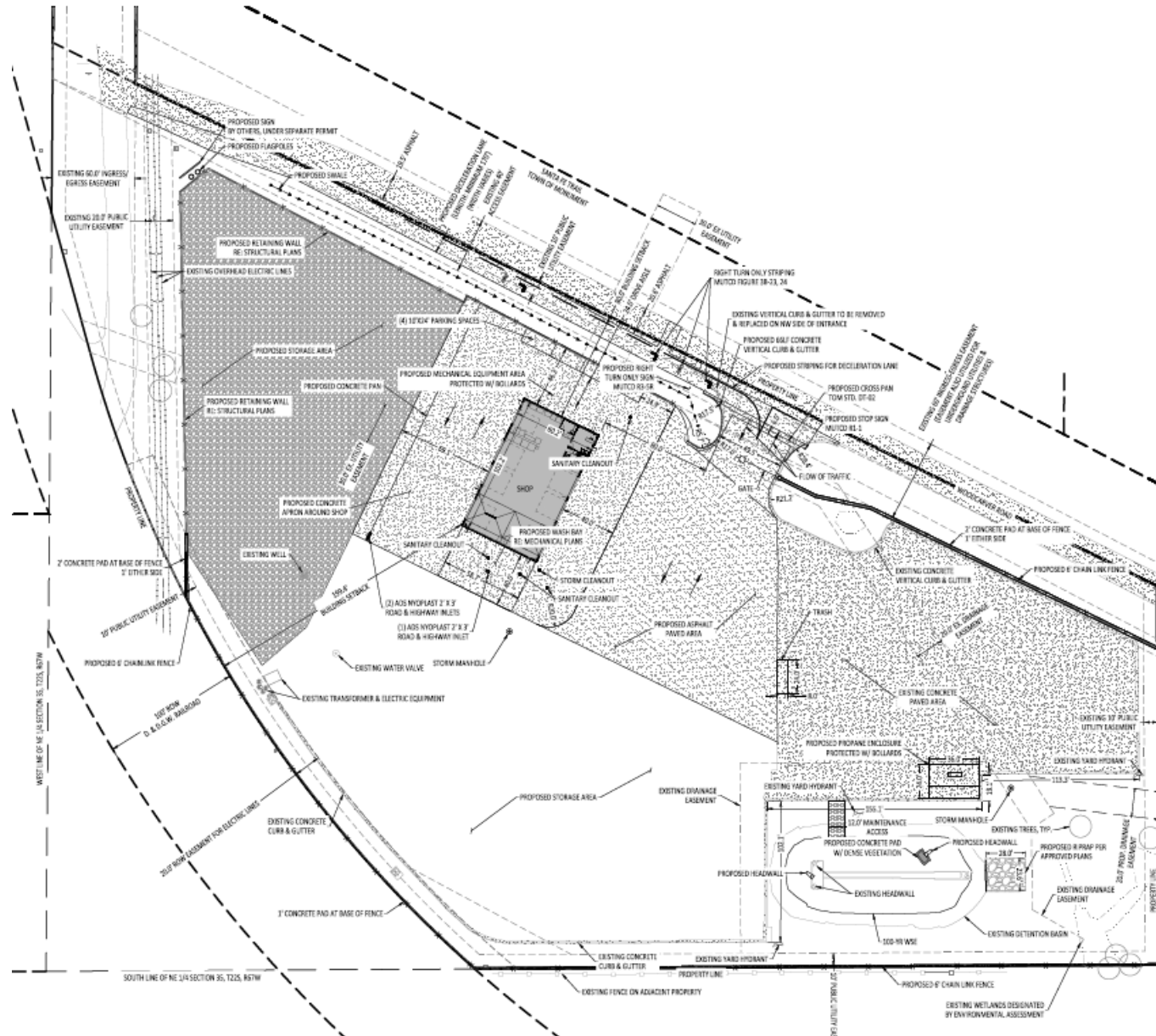
- **North** – UPS Center (PUD)
- **South** – NAVSYS Corporation (LI – Light Industrial)
- **East** – Eagle Rock Distribution (PUD)
- **West** – Vacant (El Paso County Agriculture)



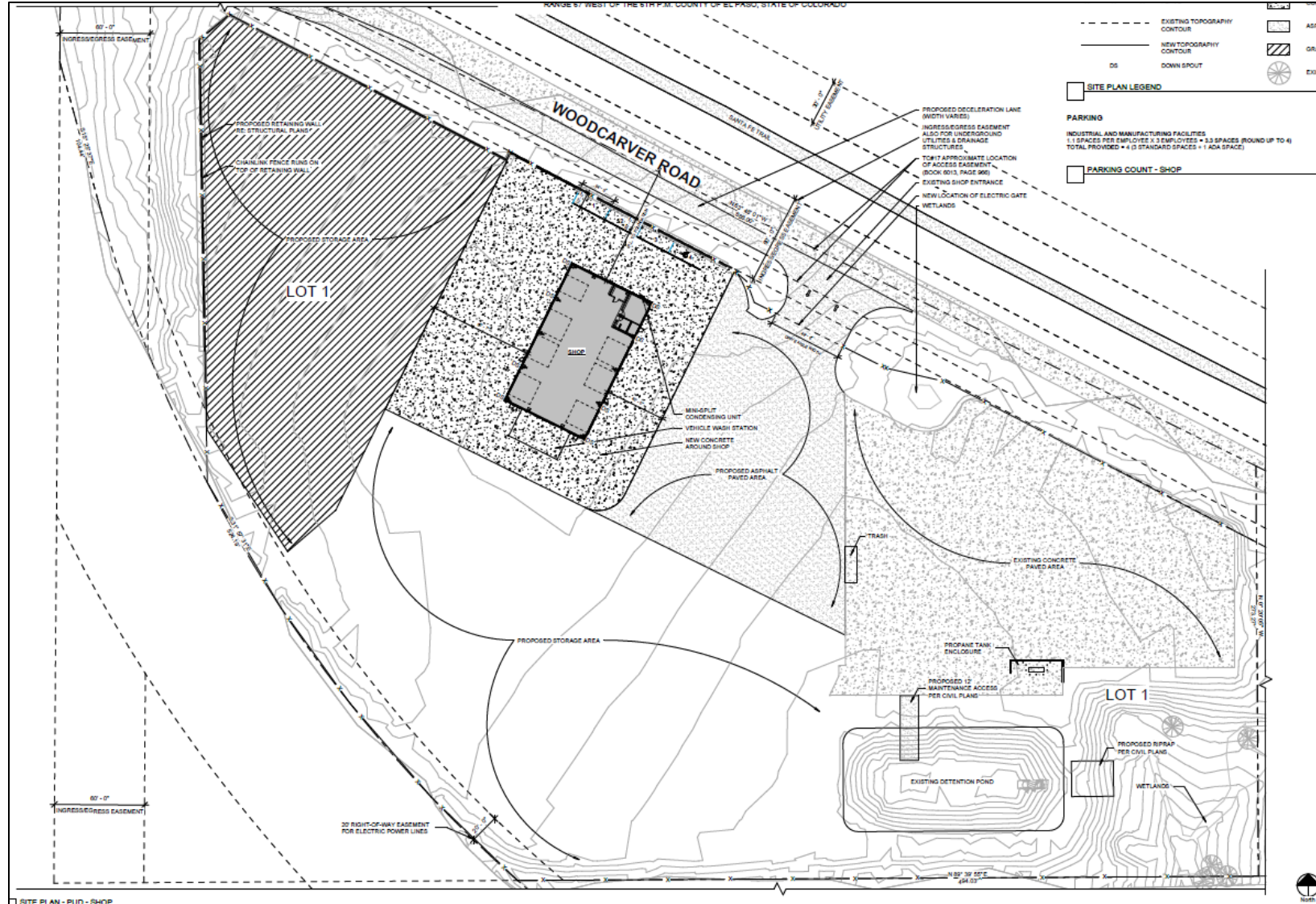
2017 Future Land Use Plan

- BC - Business Campus
- CC - Community Commercial
- D - Downtown
- LI - Light Industrial/Warehouse
- LL - Large Lot Residential
- MU - Mixed Use
- PR - Parks, Trails, Open Space
- PS - Public/Quasi-public/Utility
- RA - Residential Attached
- SFD - Single Family Dwellings
- PS - (School) Public/Quasi-public/Utility





Site Improvements and Operations



The image displays two landscape architectural site plans for a property located along Woodcarver Road. The plans are oriented with Woodcarver Road at the top.

Left Plan (Main Site Plan):

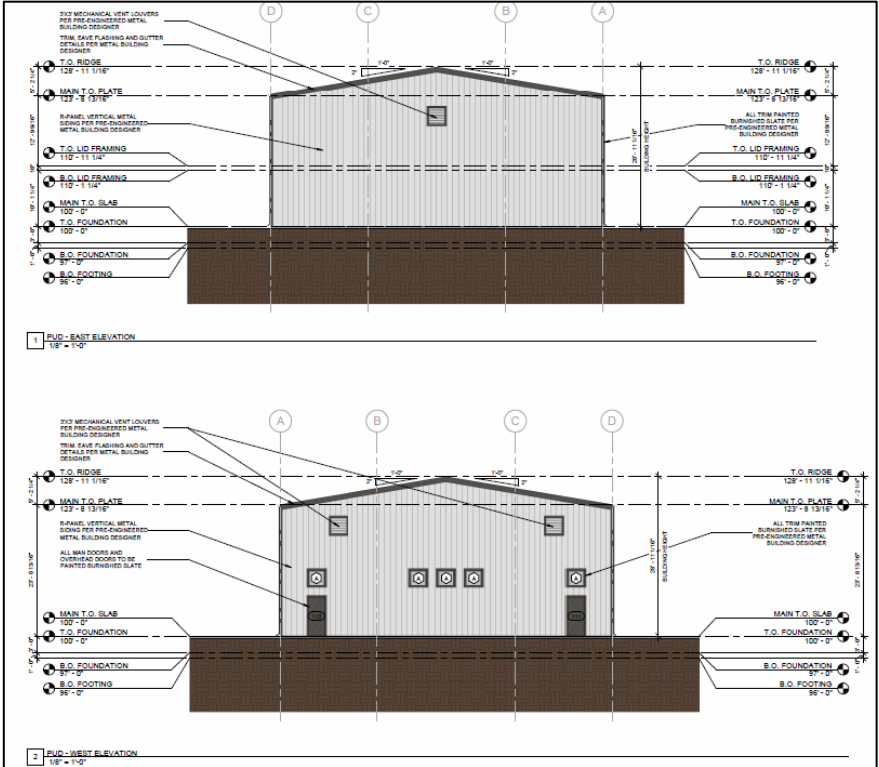
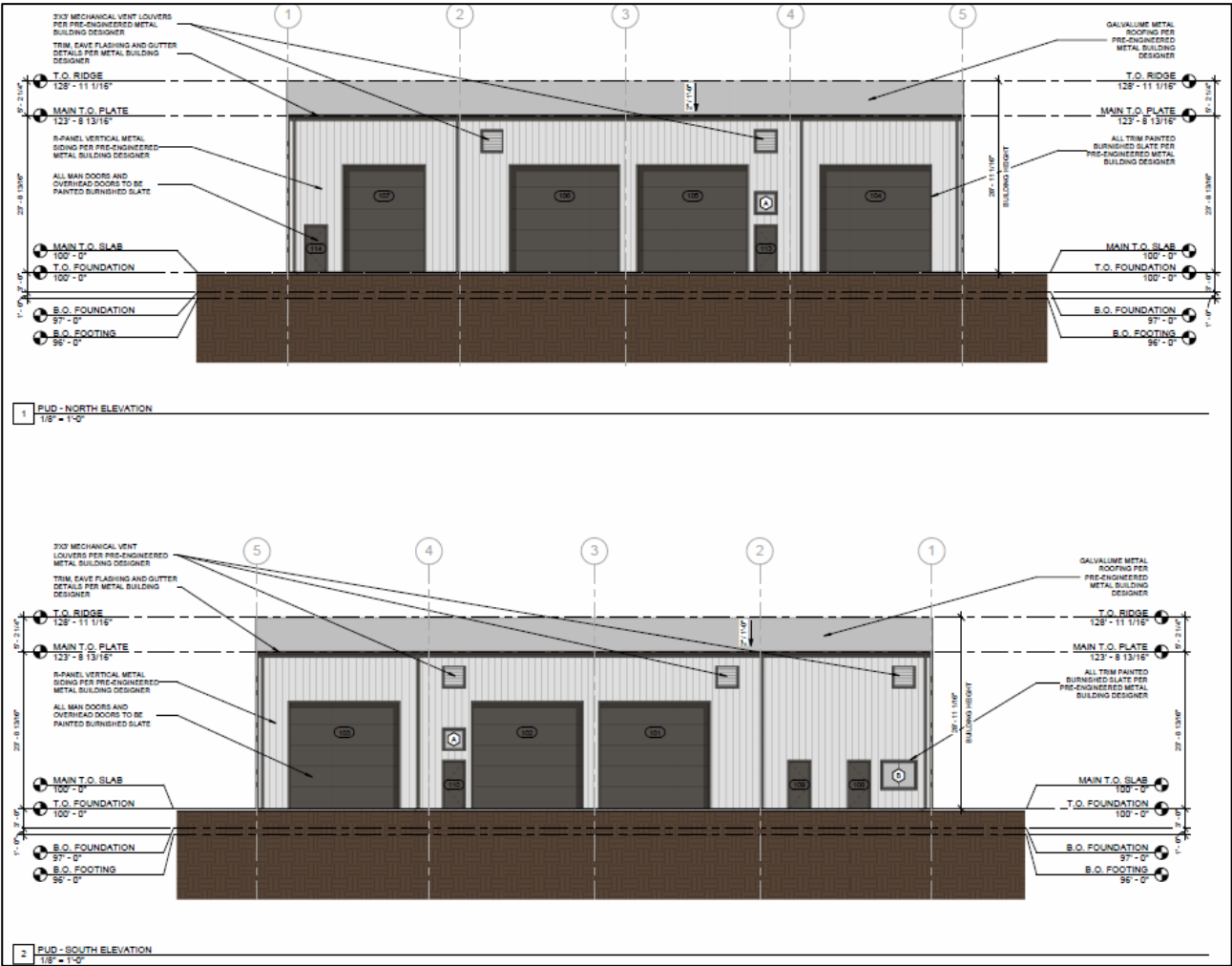
- Woodcarver Road:** Located at the top of the plan.
- Property Line:** Indicated by a dashed line.
- Proposed Shop Building:** A rectangular structure in the center-left.
- Detention Basin:** A circular feature in the bottom right.
- Proposed Concrete:** Labeled as "PROPOSED CONCRETE SURFACE PAVING - REFER TO CIVIL".
- Proposed Asphalt:** Labeled as "PROPOSED ASPHALT - REFER TO CIVIL".
- Existing Yard - Concrete:** Labeled as "EXISTING YARD - CONCRETE".
- Right Triangle:** A triangular area near the road, labeled "RIGHT TRIANGLE. NOTE: ALL TREES NEAR RIGHT TRIANGLE TO BE MAINTAINED ABOVE 15' HEIGHT".
- Lot Line:** Labeled as "LOT LINE - REFER TO CIVIL".
- Existing Trees:** Represented by circles with a crosshair, labeled "EXISTING TREES - PROTECT IN PLACE".
- Proposed Trees:** Represented by circles with a dot, labeled "PROPOSED TREES - REFER TO CIVIL".
- Landscaping:** Various areas labeled "LANDSCAPING" and "LANDSCAPE LIMIT OF WORK".
- Scale:** 0, 15, 30, 60 feet.
- North Arrow:** Located in the bottom right corner.

Right Plan (Detailed View):

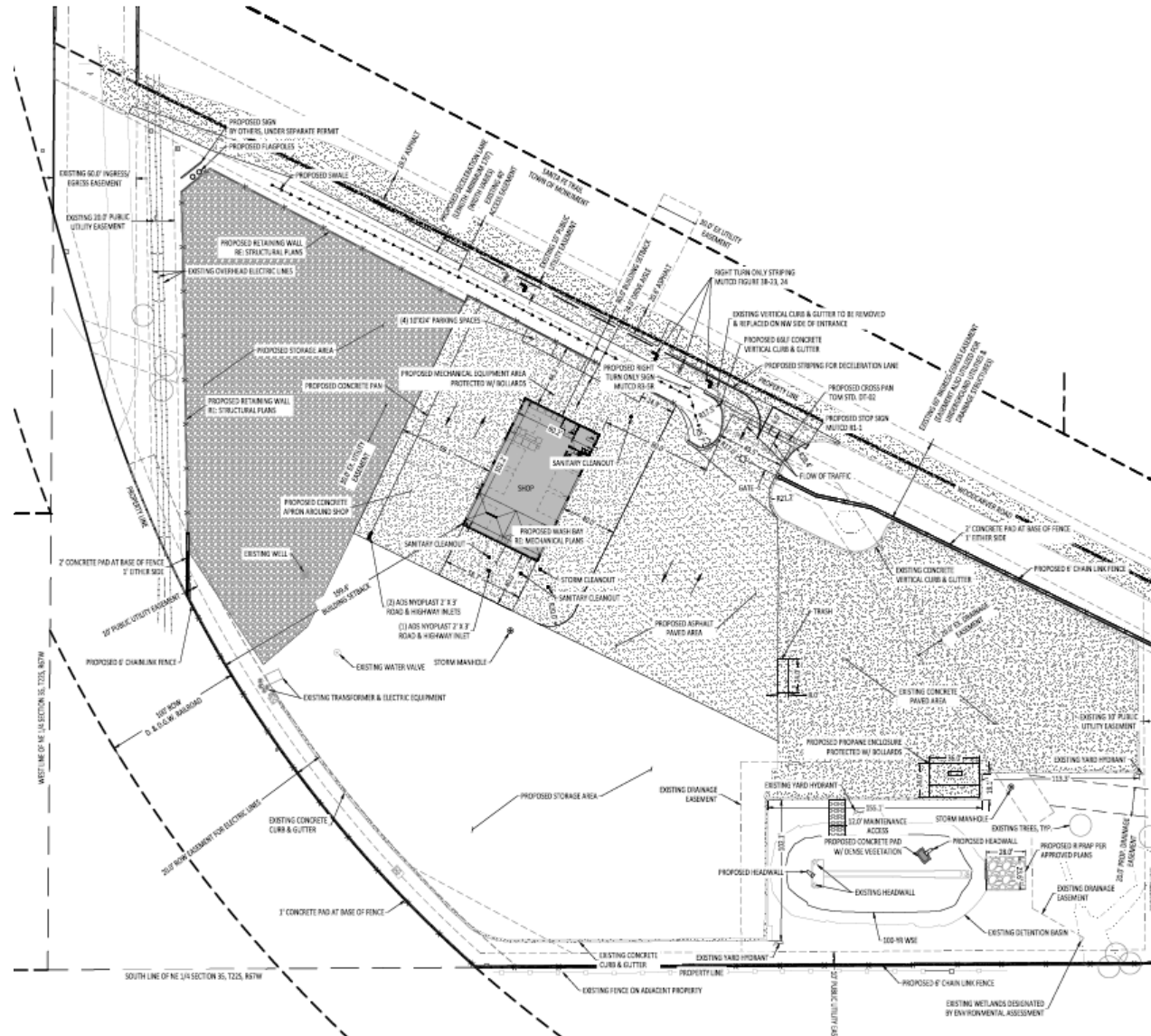
- Woodcarver Road:** Located at the top of the plan.
- Property Line:** Indicated by a dashed line.
- Pond Area:** A circular feature in the center.
- Gate:** A small structure near the pond.
- Right Triangle:** A triangular area near the road, labeled "RIGHT TRIANGLE. NOTE: ALL TREES NEAR RIGHT TRIANGLE TO BE MAINTAINED ABOVE 15' HEIGHT".
- Lot Line:** Labeled as "LOT LINE - REFER TO CIVIL".
- Existing Trees:** Represented by circles with a crosshair, labeled "EXISTING TREES - PROTECT IN PLACE".
- Proposed Trees:** Represented by circles with a dot, labeled "PROPOSED TREES - REFER TO CIVIL".
- Landscaping:** Various areas labeled "LANDSCAPING" and "LANDSCAPE LIMIT OF WORK".
- Scale:** 0, 15, 30, 60 feet.
- North Arrow:** Located in the bottom right corner.

PROJECT DETAILS

Architecture



Parking and Snow Storage



PROJECT DETAILS

Traffic Analysis

SM Rocha LLC. January 2025

Conclusions

The analysis determined that the projected traffic volumes are relatively low and will not adversely affect operations on Woodcarver Road or surrounding intersections.

Final Drainage Report

Raptor Civil Engineering, March 2026

Conclusions

The analysis confirms that the development has been designed to effectively manage stormwater runoff while protecting downstream properties and existing drainage infrastructure.



CRITERIA FOR REVIEW - PUD Amendment §18.03.470

4. Building Location. The change(s), modification(s), or adjustment(s) shall not impact more than twenty (20) percent of any building footprint.

The proposed shop building does not constitute a minor modification to an existing building footprint; instead, it introduces a new building footprint and alters the approved building layout on the property. The building location standard limits modifications to impacts affecting no more than twenty (20) percent of a building footprint; therefore, the addition of an entirely new structure exceeds the scope of allowable adjustments and is therefore inconsistent with this criterion.



CRITERIA FOR REVIEW - PUD Amendment §18.03.470

13. Finished Grade and Drainage System. Changes to the proposed finished grade affecting less than ten (10) percent of the site and not resulting in significant changes to the site drainage system are allowed.

The proposed development includes grading that exceeds the allowable 10 percent threshold for administrative approval. Based on the submitted plans, the total grading impact is estimated to be approximately 15 percent.

16. Architectural Features and Treatments. The Director shall have the authority to determine if the minor amendment is in keeping with the intent and overall design of the approved PUD, and that it does not change approved development standards. Minor amendment requests can include, but are not limited to, changes in color, materials, and architectural treatments.

The amendment alters the overall design of the approved PUD through the introduction of a new building, associated parking, and related site improvements on Lot 1.



RECOMMENDED MOTION/ACTION

Motion 1) A motion to recommend approval/denial of the Native Sun Construction PUD Amendment, for property located at 15010 Woodcarver Road bearing parcel No. 7135006001 as supported by the referenced documents and the Finding of Fact listed in the staff report.





STAFF REPORT

TO: Planning Commission
FROM: Rey Medina, Planner I
DATE: August 12, 2026
SUBJECT: Case # 2026-005-FPUD
Request for the Approval of the Final Planned Unit Development Plan for the
7 Brew Drive Thru Coffee. [Public Hearing]

Applicant's Information.	Brandon Humann, TAIT & Associates 320 North Lincoln Avenue Loveland, CO80537
Owner's Information.	Harman Management Corporation 595 Millich Drive, Suite 106 Campbell, CO 95008
Property Location.	15822 Jackson Creek Parkway Lots 1, Monument Marketplace, Filing 16 Property Schedule No. 7125306007
Development Area.	0.91 acre
2017 Comprehensive Plan Designation.	Commercial Center (CC)
Zoning Designation.	4 th Amended Final PUD – Monument Marketplace (Ordinance 07-2007) Monument Marketplace Filing 1 Final Plat (Ordinance 25-2006)
Proposed Use.	Commercial: Retail Coffee Shop
Surrounding Property Information.	North – Wells Fargo Bank (Monument Marketplace) West – Kohl's Department Store (Monument Marketplace)

East – Advance Auto Parts
South – Freddy’s Steakburgers (Monument
Marketplace)

Requested Action(s). Request for approval of the 7 Brew Drive Thru Coffee
Final PUD

Executive Summary.

7 Brew Drive Thru Coffee is proposed as a 0.9-acre development on Lot 1, Filing 16 of Monument Marketplace, located at 15822 Jackson Creek Parkway in Monument, Colorado. The project proposes a 510-square-foot drive-thru coffee building with associated parking, drive aisles, drainage facilities, utility connections, pedestrian facilities, and a trash enclosure. A total of six parking spaces are required and provided for the development. Water and sanitary sewer service for the site will be provided by the Triview Metropolitan District.

Access to the site will be provided via the existing private drive aisle network within Monument Marketplace and is not proposed to be modified as part of this application. In addition, the site has been designed with shared access serving both the proposed 7 Brew Coffee development and the adjacent Freddy's Steakburger restaurant, providing coordinated site circulation and efficient vehicular access within the commercial center.

Public Notice. Pursuant to [Chapter 18 - Land Development Code, Section 18.01.260.D and Table 1.2](#), which requires a public notice at least fifteen (15) days prior to any public hearing for a land use change, be mailed to property owners within 500 feet and posted on the property. The Applicant has complied with the aforementioned notice requirements. A copy of the public notice is included with this report as Attachment 2.

History/Background.

The Monument Marketplace property has an established history of planning approvals. The site was approved through the 4th Amended Final Planned Unit Development for Monument Marketplace, adopted by [Ordinance No. 07-2007](#) on February 5, 2007. The property was subsequently platted through the Monument Marketplace Filing 1 Final Plat, adopted by [Ordinance No. 25-2006](#) on June 5, 2006. Collectively, these approvals established the commercial land uses, lot configuration, acreage, access network, drainage infrastructure, and other development standards for the Monument Marketplace development.

The approved Monument Marketplace PUD anticipated retail development on the subject lot and permitted up to 3,100 square feet of retail floor area. The development framework established by the PUD also included the internal circulation system, shared access

relationships among commercial lots, and supporting public and private infrastructure necessary to serve future development within the commercial center.

The current proposal for the 7 Brew Coffee Final Planned Unit Development is consistent with the approved Monument Marketplace PUD and associated platting actions. The proposed drive-thru coffee use is compatible with and falls within the commercial uses contemplated by the approved PUD. The proposed 510-square-foot building conforms to the approved zoning and development standards for the site, utilizes the established access and circulation network, and does not request any deviations from the approved PUD requirements.

Each parcel within the Monument Marketplace development is required to obtain Final Planned Unit

Development approval ([Sec. 18.03.460](#)) prior to the issuance of land development and building permits.

Project Details.

The 7 Brew Drive Thru Coffee Final Planned Unit Development proposes development of Lot 1, Filing 16 within the Monument Marketplace commercial center. The 0.9-acre lot is currently vacant.. Site access will be provided through the existing Monument Marketplace private drive aisle network, with shared access and circulation designed to function in coordination with the adjacent Freddy's Steakburger restaurant.

The proposed development includes a 510-square-foot, one-story drive-thru coffee building with associated parking, drive aisles, drainage facilities, utility connections, pedestrian facilities, landscaping, and a trash enclosure. The building will be just under twenty (20) feet in height and is designed exclusively as a drive-thru operation. Interior building components include employee service areas, a single restroom, an approximately 86-square-foot storage area, and an approximately 117-square-foot refrigerated product storage area.

No modifications are proposed to the existing Monument Marketplace roadway network or utility infrastructure beyond those necessary to serve the subject site. Water and sanitary sewer service will be provided by the Triview Metropolitan District through existing utility systems within the commercial development.

The site includes two drive-thru ordering lanes designed to accommodate customer traffic and vehicle stacking and a vehicle pass-through lane. The proposed stacking configuration exceeds the eight (8) stacking spaces required by Monument Municipal Code Section 18.05.240. Vehicular circulation has been designed to allow efficient movement throughout the site while maintaining connectivity with adjacent commercial properties.

A trash enclosure is proposed at the northwest corner of the site and is positioned to provide convenient access from the on-site pass-through lane while minimizing visual impacts. No outdoor seating or patio areas are proposed as part of the development.

Building setbacks for the development comply with the approved Planned Unit Development standards. The site provides a front setback of one hundred eighteen (118) feet, side setbacks of forty-eight (48) feet and sixty-four (64) feet, and a rear setback of one hundred fifteen (115) feet, all exceeding the minimum required setback of thirty (30) feet. The proposed layout conforms to the approved zoning and development standards and does not require any deviations from the Monument Marketplace PUD.

Landscaping includes foundation plantings, perimeter landscape areas, enhanced entry and exit landscaping, and screening plantings throughout the site. The landscape design incorporates canopy trees, shrubs, ornamental grasses, native grasses and groundcover plantings to create an attractive appearance while maintaining efficient vehicular circulation for the drive-thru operation.

The 39,216-square-foot site provides approximately 12,635 square feet of landscaped area, representing approximately 33 percent of the total site area. Despite the site's drive-thru-focused design, landscaping occupies a substantial portion of the property and is distributed throughout the site and along all property boundaries to soften views of pavement, frame the development, and enhance the visual character of the property.

Due to the nature of the proposed use as a predominantly drive-thru coffee establishment with only six parking spaces, landscaped parking islands are not provided. Instead, landscaping is concentrated along the site perimeter, around the principal structure, adjacent to drive aisles, and within key visibility areas to maximize both aesthetic benefit and operational efficiency.

The landscape plan includes twenty-three (23) trees and approximately three hundred thirty-four (334) shrubs, ornamental grasses, and groundcover plantings distributed throughout 6,343 square feet of shrub bed area and 6,292 square feet of native grass area.

Mechanical equipment located adjacent to the principal structure is screened with landscaping, and enhanced landscaping is incorporated around the trash enclosure to minimize visual impacts. Additional plantings are provided along the drive aisles to soften paved areas and improve the overall site appearance. Existing easements do not limit proposed planting areas.

The overall landscape design utilizes hardy, drought-tolerant species selected from the Town of Monument Approved Plant List. Plant materials have been chosen to provide year-round visual interest, support water conservation objectives, reduce long-term maintenance

requirements, and contribute positively to the character of the Jackson Creek Parkway corridor.

Parking. Pursuant to the Town of Monument Land Development Code, the development is required to provide one parking space for every 100 square feet of gross floor area. The proposed 510-square-foot building results in a requirement of six parking spaces. The site plan provides six parking spaces, including one ADA-accessible parking space, thereby satisfying the minimum parking requirement.

Due to the nature of the proposed use as a drive-thru coffee establishment, the majority of customer activity is anticipated to occur through the drive-thru lane rather than within the parking area. To accommodate this demand, the site exceeds the minimum requirement of eight stacking spaces established by the Monument Municipal Code Section 18.05.240. The drive-thru queue has been designed to keep waiting vehicles internal to the site and separate from parking and circulation areas, ensuring safe and efficient site operations.

Snow Storage. The development satisfies the snow storage requirements of Town of Monument Land Development Code Section 18.05.245(10), which requires one square foot of snow storage area for every three square feet of parking, driveway, walkway, and loading area to be cleared. Based on the proposed site layout, approximately 8,690 square feet of snow storage area is required. The site provides approximately 12,635 square feet of landscaped area distributed throughout the property, which exceeds the required snow storage area. Accordingly, adequate snow storage has been incorporated into the site design without impacting vehicular circulation, parking, or pedestrian access.

Signage. The applicant proposes a signage package consisting of two wall-mounted signs located on the principal structure. No monument signage or other freestanding signage is proposed as part of the development.

The wall signs have been integrated into the building design to provide visibility and site identification while maintaining a scale appropriate for the development. The proposed signage will comply with the applicable requirements of the Town of Monument Land Development Code, including standards governing sign area, placement, and design.

Given the compact nature of the 510-square-foot building and the site's drive-thru-oriented use, wall-mounted signage is sufficient to provide business identification without the need for additional freestanding signage. Limiting signage to the building façade reduces visual clutter and allows landscaping and architectural features to remain the primary visual elements along the site frontage.

Architecture. The proposed architectural design is appropriate for the scale and operation of the development and incorporates high-quality materials, architectural articulation, and complementary site improvements. The building's design provides an attractive visual presence and is compatible with the surrounding commercial area. Staff find the proposed architecture to be consistent with the intent of the Town of Monument Land Development Code and appropriate for the proposed use.

Traffic Analysis Report. A Traffic Compliance Memo prepared by Kellar Engineering (5/11/2026) evaluated the anticipated traffic impacts associated with the proposed 7 Brew Drive Thru Coffee facility at 15822 Jackson Creek Parkway. The analysis estimates that the development will generate approximately 358 average daily trips, 80 AM peak-hour trips, and 30 PM peak-hour trips.

The traffic study compared the proposed use to the traffic assumptions associated with the previously approved Monument Marketplace development and found that the proposed 7 Brew generates substantially fewer trips than the previously approved fast-food use evaluated for the subdivision. Specifically, the proposed development is expected to generate approximately 1,031 fewer daily trips, 23 fewer AM peak-hour trips, and 68 fewer PM peak-hour trips than the approved land use assumptions. As a result, the study concludes that the transportation network and improvements previously approved for the subdivision are adequate to accommodate the proposed development.

Site access is provided through the existing internal access road network serving Monument Marketplace, with connections to Jackson Creek Parkway and Leather Chaps Drive. The traffic analysis concluded that the existing roadway network and site access configuration are sufficient to accommodate project traffic.

Operational analysis of the nearest public intersection, Jackson Creek Parkway and the existing access road, was completed for projected 2028 conditions. The analysis found that the intersection will continue to operate at acceptable Levels of Service A and B during both the AM and PM peak hours with traffic generated by the proposed development.

A drive-thru queuing analysis was also completed. The study determined that the proposed two-lane drive-thru configuration provides adequate vehicle storage to accommodate anticipated peak-hour demand and that queued vehicles will remain internal to the site without impacting site access or adjacent roadways.

Based on the findings of the Traffic Compliance Memo, the proposed 7 Brew development is not expected to create adverse traffic impacts on the surrounding street network, and the existing and planned transportation facilities are adequate to serve the proposed use.

Stormwater Management. A Final Drainage Report prepared by Tait and Associates (4/17/2026) evaluated the development consisting of a 510-square-foot drive-thru coffee shop, a 250-square-foot storage building, six parking spaces, dual drive-thru lanes, a bypass lane, and associated site improvements. The site generally drains from northeast to southwest and was designed to maintain existing drainage patterns following development. The property is located outside of mapped flood hazard areas and is within FEMA Zone X, indicating minimal flood risk.

Stormwater runoff from the site will be collected through a system of curb and gutter, proposed inlets, and existing storm sewer infrastructure before being conveyed to an existing regional detention facility located southwest of the property. The drainage plan divides the site into three subbasins, with runoff from paved areas, building roof drains, and landscaped areas routed through the storm sewer system to the regional detention pond.

Hydraulic modeling was completed for both the 10-year and 100-year storm events using a SWMM analysis of the proposed and existing stormwater system. The analysis demonstrated that the storm sewer system has adequate capacity, with hydraulic grade lines remaining within acceptable design standards during both minor and major storm events. The report concludes that stormwater can be safely conveyed from the site without creating drainage deficiencies or adverse impacts to surrounding properties.

The site is served by an existing regional detention and water quality pond that was previously constructed as part of the Monument Marketplace master drainage system. The report determined that the detention facility was originally sized for a more intensive development condition than is currently proposed, and that the downstream drainage infrastructure, water quality treatment facilities, and detention pond are sufficient to serve the 7 Brew development. The report concludes that the project complies with Town drainage standards and is not anticipated to create negative downstream drainage impacts.

Based on the current data and analysis included in the Applicant's April 17, 2026, Report, Town Engineers concur with this assessment.

Comprehensive Plan. The subject property is designated Commercial Center (CC) by the Town of Monument Comprehensive Plan, adopted in 2017. The Commercial Center designation is intended to accommodate development that provides goods and services to Monument residents, the surrounding region, and the traveling public. The proposed 7 Brew Drive Thru coffee shop is consistent with this designation, as it provides a convenient commercial service within an established commercial center and is designed to serve both local residents and regional traffic utilizing the Jackson Creek Parkway corridor. The Comprehensive Plan recognizes that commercial centers generate a high volume of vehicle trips and are appropriately located along major transportation corridors.

The proposed development is also consistent with the Comprehensive Plan's emphasis on coordinated commercial development, controlled access, and high-quality site design. Access to the site is provided through the existing internal circulation system serving Monument Marketplace, thereby limiting direct access points to surrounding roadways and supporting the Plan's objective of clustering commercial development and minimizing curb cuts. The Traffic Compliance Memo concluded that the project's traffic generation is less than what was previously contemplated for the approved Monument Marketplace development and that the existing transportation infrastructure is adequate to accommodate the proposed use.

The site design further supports the Comprehensive Plan's intent to reduce the visual dominance of paved areas through substantial landscaping and screening. The building incorporates architectural variation and quality materials, while landscaping is used to soften views of pavement and enhance the overall appearance of the development.

Overall, the proposed 7 Brew development is consistent with the goals and policies of the 2017 Comprehensive Plan's Commercial Centers designation. The project provides a commercial service appropriate for the area, utilizes existing transportation and stormwater infrastructure, incorporates high-quality landscaping and site design, and is compatible with the character of the surrounding commercial development.

ANALYSIS AND FINDINGS

Criteria for Review – 18.03.460 D. Final PUD Plans

Pursuant to section 18.03.460 D of the Land Development Code Final PUD Plans are reviewed in accordance with the applicable approval criteria set forth in the Land Development Code. Staff have evaluated the submitted application against these criteria and provide the following analysis and determination regarding the extent to which the proposal complies with each standard.

1. The final PUD conforms to or is consistent with the Preliminary PUD

The Final PUD Plan proposes a drive-thru coffee shop as a commercial use consistent with the approved uses and development framework established under the Monument Marketplace PUD. The proposed development utilizes the existing internal circulation, regional detention facilities, and commercial site design standards contemplated by the approved PUD and is compatible with the established commercial character of Monument Marketplace.

2. Circulation is designed for the type of traffic generated, safety, separation from living areas, convenience, access, handicap access, noise and exhaust control. Though generally discouraged, private internal streets may be considered where appropriate to the development. A proper institutional framework, such as a metropolitan or special district must be established for maintenance thereof for the life of any private streets.

All streets shall be accessible by police and fire department and other emergency vehicles for emergency purposes, and to service vehicles such as trash trucks. Bicycle and pedestrian circulation and connections shall be provided

The proposal includes on-site parking and circulation in accordance with the Land Development Code standards for accessible parking, vehicle maneuvering, and internal circulation. The development provides six parking spaces, including one ADA-accessible space, and a drive-thru stacking configuration that exceeds the minimum requirements of the Monument Municipal Code. The site is accessible through the existing Monument Marketplace internal roadway system, providing adequate access for customers, service vehicles, and emergency responders. Access to the trash enclosure and other service functions has been incorporated into the site design through a clear and unobstructed internal circulation pattern.

3. *Functional parks, open space, and trails in terms of recreation, views, density relief, convenience, function, connectivity, and optimum preservation of natural features including trees, shrubs, wildlife habitat, scenic areas and riparian and drainage areas are provided in conformance with the Comprehensive Plan, the Parks, Trails, and Open Space Master Plan, and the Development Standards ([Chapter 18.05](#) of this title)*

This element is not applicable.

4. *A variety of development and housing types and styles, and densities are proposed. Mixed land use is encouraged;*

This element is not applicable.

5. *Privacy for individuals, families and neighbors is provided as appropriate;*

This element is not applicable.

6. *Building design in terms of orientation, spacing, materials, exterior color and texture, storage and lighting result in a quality architectural design that is compatible with the surrounding neighborhood. The placement of identical or similar residential models on any two adjoining lots along a street is discouraged;*

The proposal features a high-quality architectural design that incorporates attractive building materials, architectural articulation, and complementary site landscaping to create visual interest and enhance the overall appearance of the development. Building and site elements have been designed to minimize the visual impact of service areas and mechanical equipment, while extensive landscaping softens views of paved areas and contributes to the corridor streetscape. Together, these architectural and site design features create an

attractive commercial development that is compatible with surrounding uses and consistent with the design objectives of the Monument Marketplace PUD and the Commercial Centers designation of the Comprehensive Plan.

7. *The landscaping is a quality design that enhances the site and is compatible with the surrounding neighborhood as shown by amount, types, and materials used. Entrance features are encouraged. The proposed landscaping must not create maintenance problems and shall be suitable for the site and neighborhood including plant hardiness. A xeriscape design that will conserve water is required;*

Please see evaluation of the landscaping elements in the above landscaping section.

8. *Adequate off-street parking will be provided:*

- a. *Particularly for single-family residences in a PUD, required front-yard setbacks should be established and driveways should be arranged so as to provide off-street parking therein without causing parked autos to block sidewalks.*

Adequate parking facilities and access have been provided as required and the use will not facilitate any additional parking required off site. Appropriate setbacks have been maintained.

- b. *The Town may increase or decrease the normally required number of off-street parking spaces:*

Additional off-street parking was not requested as, the applicant provided the required spaces.

9. *The final PUD has been shown to fit within the context of the planned land use pattern and roadway and utility systems of the larger surrounding area.*

The proposed 7 Brew Drive Thru coffee shop is consistent with the commercial development pattern established by the Monument Marketplace PUD and surrounding commercial uses along the Jackson Creek Parkway corridor. The development utilizes existing internal access drives, regional stormwater detention facilities, and established utility infrastructure serving Monument Marketplace. Traffic and drainage analyses concluded that the existing transportation and stormwater systems are adequate to accommodate the proposed use, demonstrating that the project integrates appropriately with the surrounding roadway and utility network.

Staff find the above criterion has been met.

Finding of Fact and Staff Recommendation

After reviewing the 7 Brew Coffee Final PUD Plan, the following finding of fact has been made:

1. The request has met the applicable criteria identified in Section 18.03.460 D of the Land Development Code. Therefore, Staff recommends approval of the request with the conditions as set forth in the recommended motion.

Recommended Motion/Action

A motion to recommend Approval/Denial of the 7 Brew Coffee Final PUD, for property located at 15822 Jackson Creek Parkway bearing parcel No. 7125306007 supported by the referenced documents and the Finding of Facts listed in the staff report.

Attachments. [\[link\]](#)

0. Staff Report
1. Staff Presentation
2. Applicant Narrative, prepared by Tait and Associates, dated February 6, 2026
3. Final PUD Plan Set, prepared by Tait and Associates, dated April 27, 2026
4. Maps
5. Public Notice Mailing Affidavit
6. Public Notice Posting Affidavit
7. Town Engineer Recommendation of Approval, dated May 18, 2026
8. Traffic Compliance Memo prepared by Kellar Engineering, dated May 11, 2026
9. Final Drainage Report, prepared by Tait and Associates, dated April 17, 2026
10. Geotechnical Report, prepared by Granite Engineering Group dated April 7, 2026

History

11. Monument Marketplace Filing 1 Final Plat, Approved June 5, 2006, Ordinance 25-2006 [\(link\)](#)
12. 4th Amended Final PUD – Monument Marketplace, Approved February 5, 2007, Ordinance 07-2007 [\(link\)](#)

7 Brew Coffee Final PUD Plan

Staff Presentation

Planning Commission Meeting – 8/12/2026



INTRODUCTION

The applicant is requesting approval of a Final Planned Unit Development (PUD) Plan for a proposed 7 Brew Coffee drive-thru located on a vacant 0.9-acre parcel within Monument Marketplace at 15822 Jackson Creek Parkway.

The project includes a 510-square-foot drive-thru coffee shop and associated site improvements and is proposed in accordance with the existing Monument Marketplace PUD. Staff has reviewed the application for compliance with the Town's Land Development Code, Comprehensive Plan, and applicable engineering, traffic, and drainage requirements.



PUBLIC HEARING NOTICE



7 Brew Coffee
Final PUD Plan
File Number: 2026-005-FPUD

AFFIDAVIT – MAILING Final PUD Plan

I, Thomas Esposito, (print name) as the ☐ owner ☒ authorized agent, (check one) for the property located at property schedule number(s) 7125306007, in the Town of Monument, El Paso County, Colorado do hereby attest that I reviewed the records of the El Paso County Assessor on the day of July 21st (month/day), 2026, and have sent letters via first class U.S. mail to the owners of record for the properties within 500-feet of the perimeter property line of the proposed Final PUD Plan for the 7 Brew Coffee development, giving notice of forthcoming public hearings for Planning Commission on **August 12, 2026** and Town Council on **September 8, 2026** in compliance with Town Code Section 18.01.260-Public notice requirements., F. Mailed notice. on July 21st, 2026, which is at least 15 days prior to the date of the hearings.

Signed: Thomas Esposito
Print Name: Thomas Esposito
Owner/Authorized Agent (circle one)
State of, Colorado
County of: Boulder

Sworn and subscribed to before me, a Notary Public, by Thomas Esposito, this 27th day of 2026, who is either personally known to me or who has produced drivers license as identification.

My Commission Expires: 06/01/2030
Notary Public for the State of Colorado
Print Name: Josiah Arthur

JOSIAH ARTHUR
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20264022689
MY COMMISSION EXPIRES 06/01/2030



7 Brew Coffee
Final PUD Plan
File Number: 2026-005-FPUD

AFFIDAVIT – POSTED NOTICE Final PUD Plan

I, Thomas Esposito, (print name) as the ☐ owner ☒ authorized agent, (check one) for the property located at property schedule number 7125306007, in the Town of Monument, El Paso County, Colorado do hereby attest that I installed, ONE sign along Jackson Creek Parkway, facing out to traffic, in compliance with Town Code Section 18.01.260-Public notice requirements., E. Posted Notice. On July 20th (month/day), 2026, which is at least 15 days prior to the public hearing, scheduled for Planning Commission on **August 12, 2026**, and Town Council on **September 8, 2026**, for the proposed development application: 7 Brew Coffee.

Signed: Thomas Esposito
Print Name: Thomas Esposito
Owner/Authorized Agent (circle one)
State of, Colorado
County of: Boulder

Sworn and subscribed to before me, a Notary Public, by Thomas Esposito, this 27th day of 2026, who is either personally known to me or who has produced drivers license as identification.

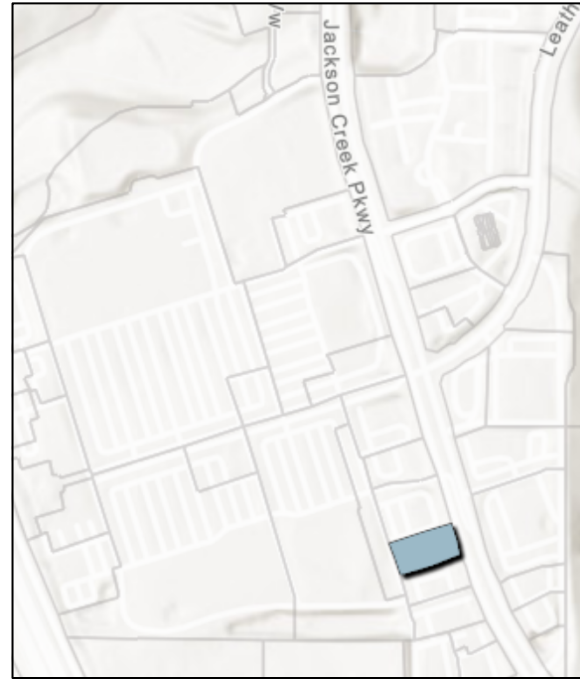
My Commission Expires: 06/01/2030
Notary Public for the State of Colorado
Print Name: Josiah Arthur

JOSIAH ARTHUR
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20264022689
MY COMMISSION EXPIRES 06/01/2030



SURROUNDING ZONING LOCATION, LAND USE

- **North** – Wells Fargo Bank (Monument Marketplace)
- **South** – Freddy's Steakburgers (Monument Marketplace)
- **East** – Advance Auto Parts
- **West** – Kohl's Department Store (Monument Marketplace)

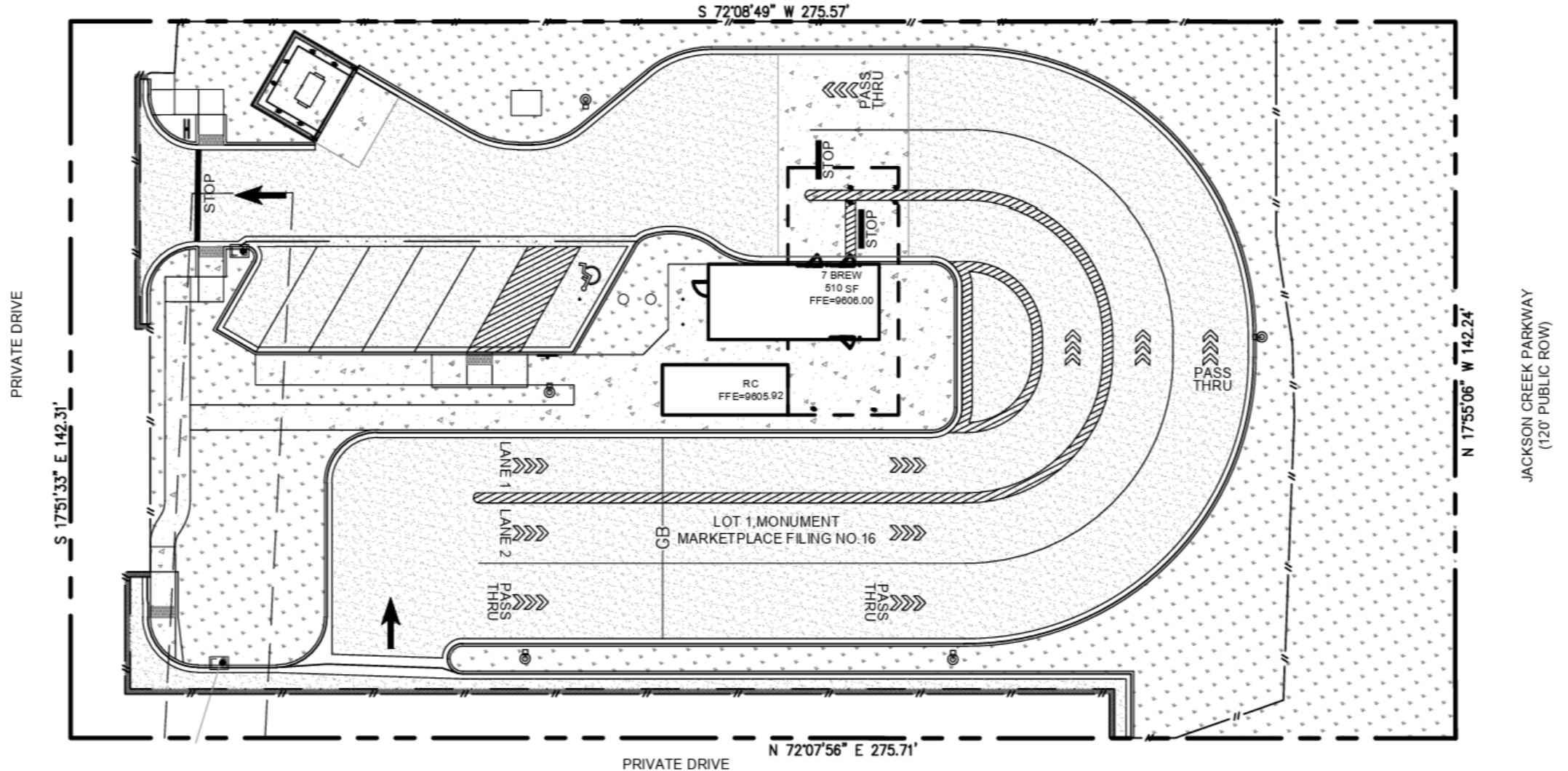


2017 Future Land Use Plan

- BC - Business Campus
- CC - Community Commercial
- D - Downtown
- LI - Light Industrial/Warehouse
- LL - Large Lot Residential
- MU - Mixed Use
- PR - Parks, Trails, Open Space
- PS - Public/Quasi-public/Utility
- RA - Residential Attached
- SFD - Single Family Dwellings
- PS - (School) Public/Quasi-public/Utility

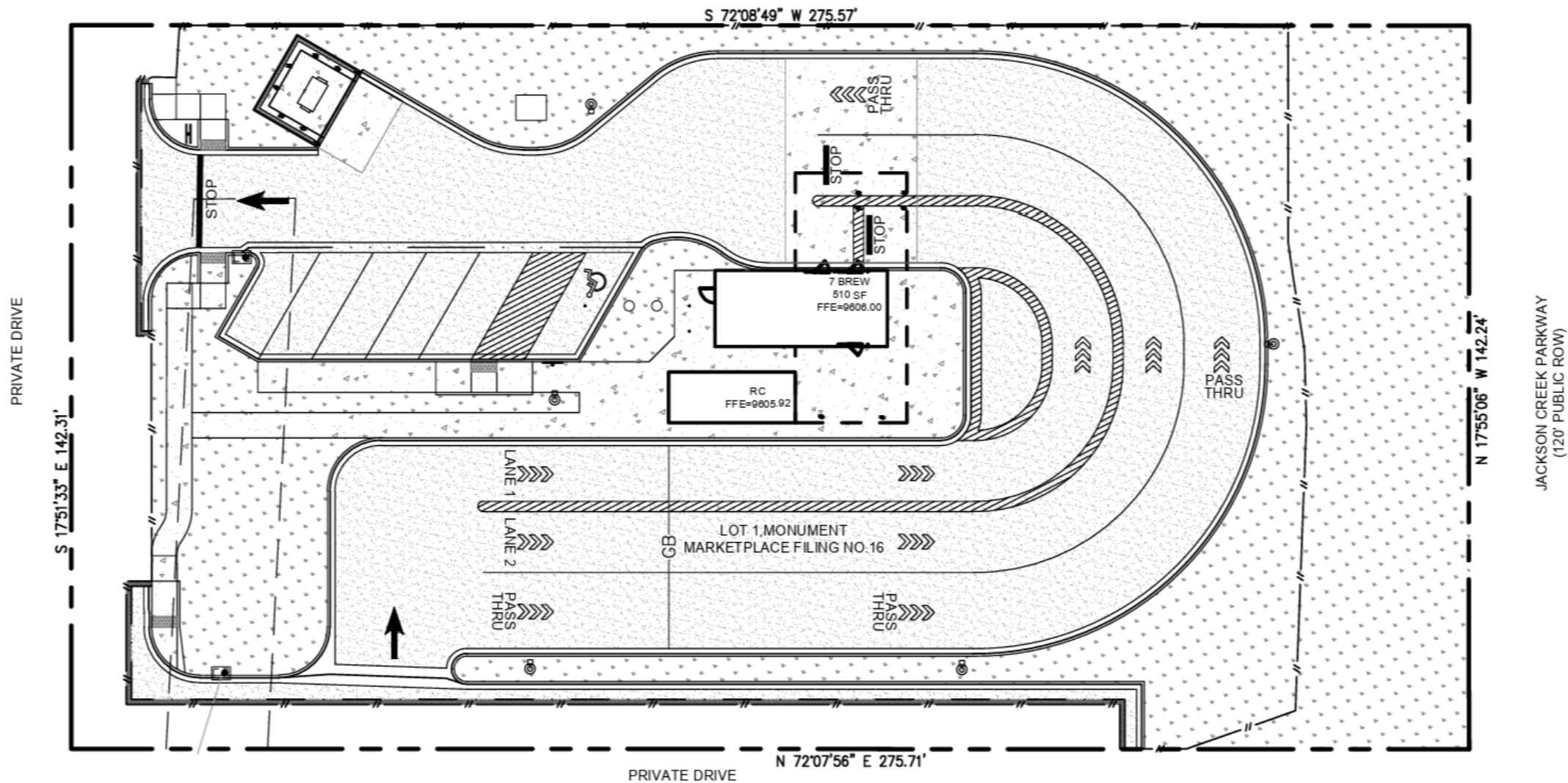


PROJECT DETAILS



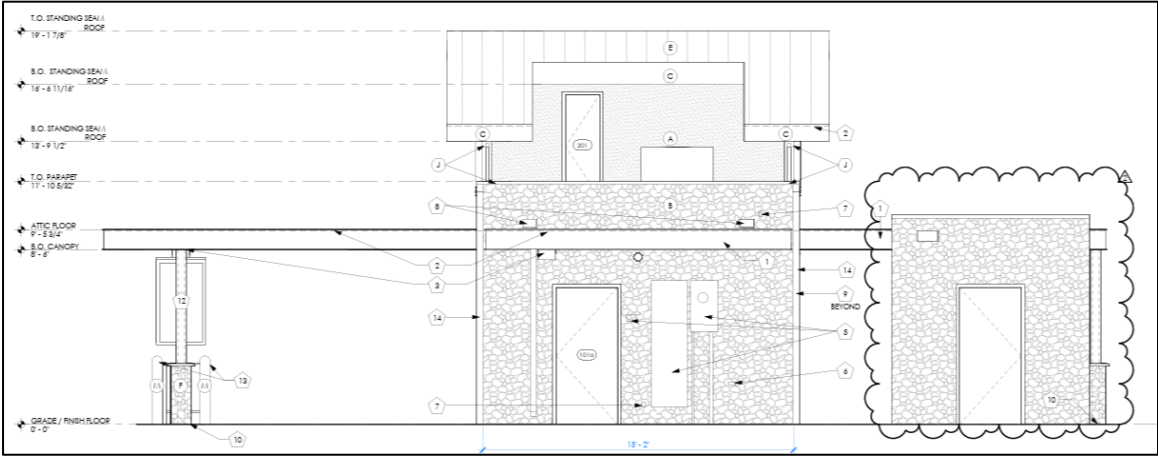
PROJECT DETAILS

Site Circulation and Snow Storage



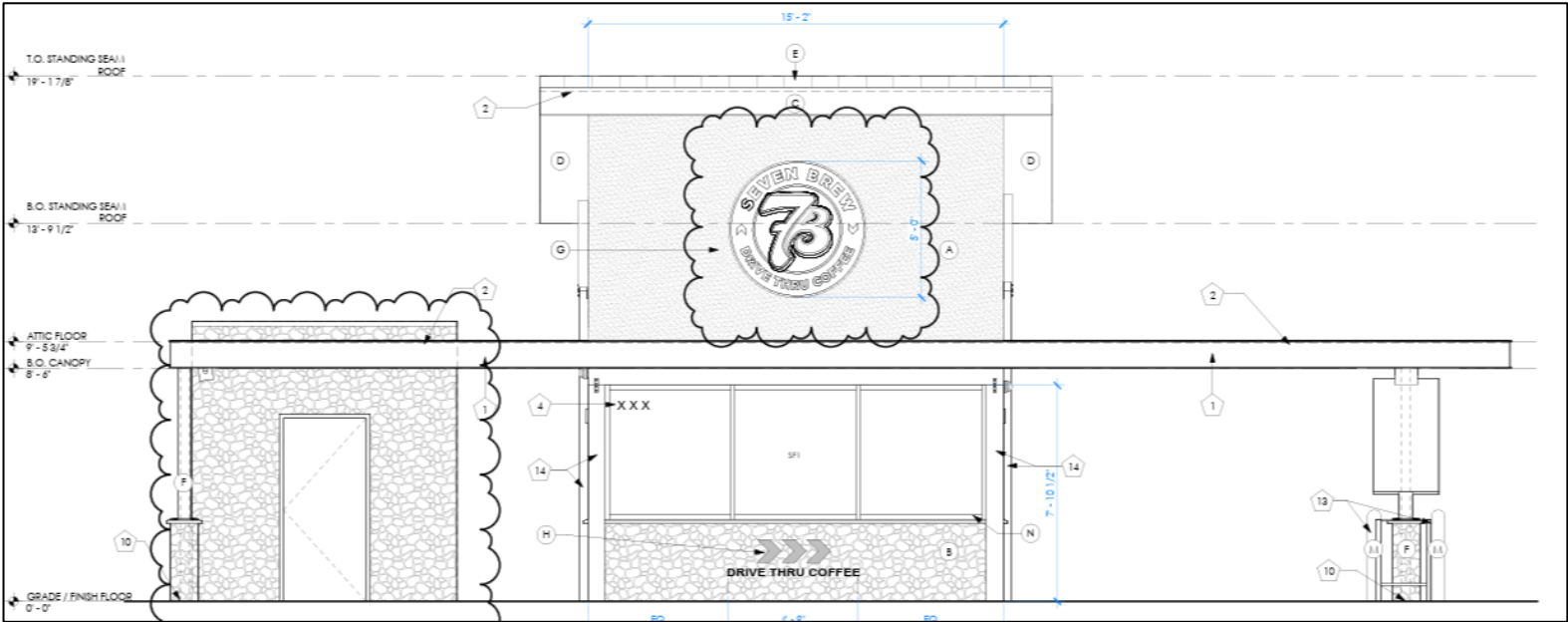
PROJECT DETAILS

Architecture

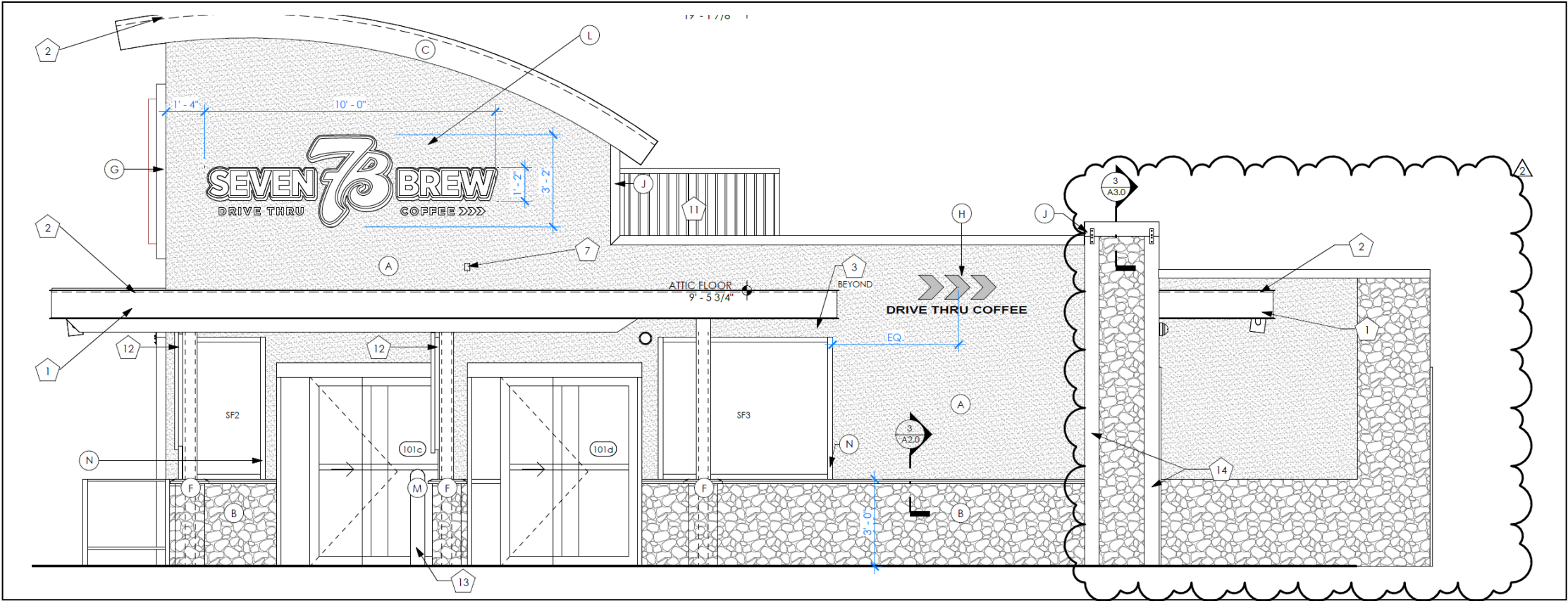


Exterior Elevation West

Exterior Elevation East

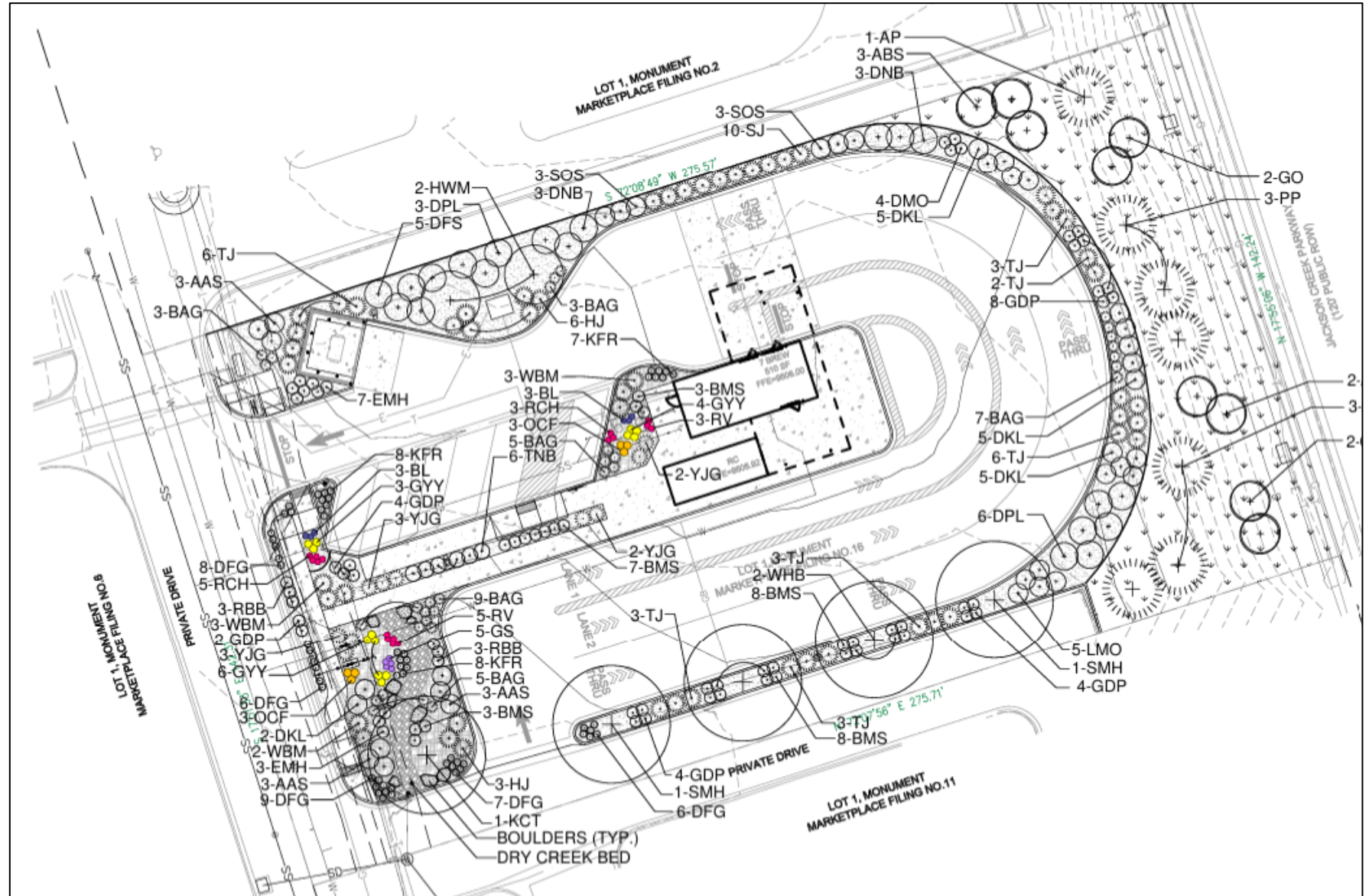


Exterior Elevation North



PROJECT DETAILS

Landscaping



PROJECT DETAILS

Traffic Analysis

- Project is expected to generate approximately 358 daily trips, including 80 AM peak-hour trips and 30 PM peak-hour trips.
- Traffic volumes are significantly lower than the previously approved fast-food use, resulting in approximately 1,031 fewer daily trips than originally anticipated.
- Existing roadway infrastructure, site access, and drive-thru stacking capacity are adequate to accommodate the proposed development without adverse traffic impacts.

Final Drainage Report

- The development will maintain existing drainage patterns and convey stormwater through proposed and existing storm sewer infrastructure.
- Runoff will be directed to the existing regional detention and water quality pond serving Monument Marketplace, which was designed for a more intensive development scenario.
- Hydraulic analysis confirmed adequate system capacity during both 10-year and 100-year storm events, with no anticipated downstream drainage impacts.



CRITERIA FOR REVIEW – Final PUD Plan §18.03.460

1. *The final PUD is consistent with the Preliminary PUD*
2. *Circulation is designed for the type of traffic generated, and emergency access.*
3. *Functional parks, open space, and connectivity.*
4. *A variety of development and housing types and styles is proposed.*
5. *Privacy for individuals, families and neighbors is provided.*
6. *Building design results in a quality architectural design.*
7. *The landscaping is a quality design that enhances the site.*
8. *Adequate off-street parking will be provided.*
9. *The Town may increase or decrease off-street parking spaces.*
10. *The final PUD has been shown to fit within the context of the planned land use pattern and roadway and utility systems of the larger surrounding area.*



RECOMMENDED MOTION/ACTION

Motion 1) A motion to recommend Approval/Denial of the 7 Brew Coffee Final PUD, for property located at 15822 Jackson Creek Parkway bearing parcel No. 7125306007 supported by the referenced documents and the Finding of Facts listed in the staff report.





STAFF REPORT

TO: Board of Adjustment
FROM: Jenna Gorney, Senior Planner, Dan Ungerleider, Director of Planning
DATE: August 12, 2025
SUBJECT: Case No. BOA-02-2026, a request to appeal the Planning Director's determination classifying the proposed use as Light Manufacturing, which is not identified as a permitted use in the Downtown Business (DB) zone district.
[Public Hearing]

Applicant.

Robert Flynn
309 Woodworth Street
Monument Colorado 80132

Property Location.

309 Woodworth Street
Northwest corner of Woodworth Street and 3rd Street
Property Schedule No. 7115110027

Property Size.

.35-acres

Zoning Designation.

DB – Downtown Business

Related Resolution.

Resolution No. 1-2026 – A Resolution of the Town of Monument Board of Adjustment Approving an Appeal of an Administrative Decision and Reversing the Planning Director's Determination Regarding the Classification of a Proposed Light Manufacturing Use at 309 Woodworth Street

Request.

Consideration of an appeal requesting reversal of the Planning Director's determination that the proposed use is classified as Light Manufacturing, which is not identified as a permitted use in the Downtown Business (DB) zone district.

Background and Site Description.

The subject property is located at 309 Woodworth Street, on the northwest corner of Woodworth Street and 3rd Street in Monument, Colorado. The property is legally described as Lot 1, Flynn Replat.

The Town's zoning map identifies the subject property as Downtown Business (DB). Surrounding zoning includes Single-Family Detached (SFD-1) to the west and north, Commercial Central (CC) to the south and east. A narrow public-space parcel known as Lavelett Park is located to the east.

Surrounding uses include multifamily to the north, Aspen Auto Clinic to the south, park space and Air Academy Credit Union to the east, Stellar Styles Salon and Spa to the southeast, and single-family detached residential uses to the west.

Primary driveway access exists from Woodworth Street. Secondary access exists from Vista Montana Lane at the rear of the property.

The existing use of the subject property is a detached single-family dwelling with a detached garage at the rear of the lot.

A prior Use by Special Review approval was granted by the Monument Board of Trustees on March 1, 2021, through [Ordinance No. 11-2021](#). That approval was specific to use of the detached garage as a seasonal snack bar or ice cream shop and included consideration of parking and access concerns on Vista Montana Lane. Minor site plan adjustments to parking and landscaping were included as conditions of approval. The current appeal is unrelated to the prior approval.

Public Notice.

Pursuant to Monument Land Development Code (LDC) [Section 18.01.260](#), public notice requirements have been met. The Applicant/Appellant submitted the required affidavits and photographs documenting on-site posting and required mailings.

Analysis.

The subject property is located within the Downtown Business (DB) zone district. LDC Section [18.03.235 – Downtown Business \(DB\) zone district](#), defines the intent of the DB district as providing for and encouraging development and redevelopment that preserves and enhances the unique character of downtown Monument. Subsection B. identifies that all uses in this district are permitted as shown in the Schedule of Standard Zoning District Uses in [Section 18.03.380](#). While this schedule does provide for a mix of commercial and residential uses which can be sited together on one lot (per LDC [Section 18.03.330 – Principal uses and structures](#)), the Light Manufacturing use is not a use permitted in this zone.

The Planning Director reviewed the submitted materials, including the Applicant's Cover Letter and Company Overview. The Company Overview (Exhibit M.) describes the proposed use as the "design, manufacture, and deployment of advanced monitoring and data acquisition systems for the railway industry." Based on the submitted description of proposed operations, the Director determined that the proposed use is most consistent with the LDC definition of Light Manufacturing.

Per Monument Land Development Code [Chapter 18.07 – Definitions](#), *Light Manufacturing means the assembly, fabrication, or processing of goods and materials using processes that ordinarily do not create noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building or lot where such assembly, fabrication, or processing takes place, where such processes are housed entirely within a building; or where the area occupied by outdoor storage of goods and materials used in the assembly, fabrication, or processing does not exceed twenty-five (25) percent of the floor area of all buildings on the lot.*

The Applicant asserts that the proposed use is more appropriately classified as Equipment Sales and Service, Light. Per Monument Land Development Code [Chapter 18.07 – Definitions](#), *Equipment Sales and Service, Light means a facility that is engaged in the sales, repair or rental of light equipment including, but not limited to, appliances, gardening tools, sewing machines, vacuum cleaners, other products customarily associated with domestic residential uses*

The Applicant contends that the phrase "including, but not limited to" is broad enough to include the proposed product and operations within the Equipment Sales and Service, Light use category. Staff's determination was based on the operational description submitted by the Applicant, including the described design and manufacture of equipment, rather than sales, repair, or rental of light equipment customarily associated with domestic residential uses.

Based on the Director's determination, the commercial alteration permit application was denied on April 13, 2026.

Analysis of Alternative Actions.

1. A request to rezone the property.
 - a. The LDC [Section 18.03.330 – Principal uses and structures](#), defines that a mix of residential and commercial uses could be sited on the same lot provided the zoning district permits a mix of both use types and the proposed use(s) are listed as permitted in the Schedule of standard zoning district uses.

The Light Manufacturing use category is permitted in two zoning districts. The Light Industrial (LI) District permits Light Manufacturing by right, while the Business Campus (BC) District permits Light Manufacturing subject to Conditional Use Permit approval. Conditional Use Permit applications are

reviewed by the Town Council following a public hearing in accordance with the procedures established in LDC Section 18.01.220, *Review Process*.

Although both the LI and BC Districts allow a mix of residential and nonresidential uses, neither district permits single-family detached dwellings such as the existing residence located on the subject property. Additionally, rezoning the property to either district would be considered inconsistent with the surrounding zoning pattern and may constitute spot zoning. As a result, such a request would not be supported by a recommendation of approval from the Planning Department.

Furthermore, if the property were rezoned to either the LI or BC District, the existing single-family dwelling would become a nonconforming use. Consequently, removal of the dwelling would be required as a condition of approval for a rezoning.

2. A request for a text amendment.

- a. A text amendment is not an application type defined in the Land Development Code or the Fee Schedule as an option for an applicant. Text Amendment may only be brought forth at the request of Town Council or Planning Commission.

If a text amendment was brought forward to include Light Manufacturing as permitted use in the Downtown Business (DB) district, the request would not be accompanied by a recommendation by Planning staff as, the proposed amendment would affect all properties currently zoned DB rather than a specific site. Based on the location and development pattern of existing Downtown Business zoned properties, staff finds that many uses encompassed within the Light Manufacturing category may be incompatible with surrounding land uses and inconsistent with the purpose and character of the Downtown Business district.

Applicable Review Criteria.

LDC [Section 18.01.540\(A\), Appeals of Administrative Decision or Interpretation](#), provides that the Board of Adjustment's scope of review is limited to determining whether the administrative decision was arbitrary, capricious, or not in accordance with the intent and requirements of Title 18. The Board shall affirm or reverse the decision of the administrative official consistent with the Board's decision.

Staff Recommendation.

Based on the submitted materials, the applicable definitions in LDC Chapter 18.07, and the Schedule of Standard Zoning District Uses in LDC Section 18.03.380, staff recommends that the Board deny the appeal and uphold the Planning Director's administrative decision. Staff finds that the Director's determination was based on the description of proposed operations provided by the Applicant and was not arbitrary, capricious, or contrary to the intent and requirements of Title 18.

Findings of Fact.

1. The appeal was filed timely in accordance with Section [18.01.530 – Appeal procedures and variance applications](#).
2. Public Noticing pursuant to Section [18.01.260 – Public notice requirements](#), has been met
3. The subject property is zoned Downtown Business (DB).
4. The Director determined the proposed use constitutes Light Manufacturing based on the Applicant's submitted materials.
5. Light Manufacturing is not identified as a permitted use in the Downtown Business zoning district pursuant to [Section 18.03.380 - Schedule of standard zoning district uses](#), does not identify Light Manufacturing as a permitted use in the Downtown Business zone district.
6. The appellant alleges that the interpretation was arbitrary and not in accordance with the intent of the Monument Zoning Code.
7. The Administrative Decision was issued on April 13, 2026.
8. The Appellant has appealed the Director's determination and requests that the Board of Appeals reverse the administrative decision.

Suggested Motions.

Option 1 - Deny Appeal / Uphold Administrative Decision

I move to deny the appeal and uphold the Planning Director's administrative decision, based on the findings of fact in the staff report and the Board's determination that the decision was not arbitrary, capricious, or contrary to the intent and requirements of Title 18 of the Monument Land Development Code.

Option 2 - Approve Appeal / Reverse Administrative Decision

I move to approve the appeal and reverse the Planning Director's administrative decision, based on the findings of fact in the staff report and the Board's determination that the decision was arbitrary, capricious, or not in accordance with the intent and requirements of Title 18 of the Monument Land Development Code.

Exhibits and Resources [\[link\]](#)

Applicant/Appellant Provided Exhibits.

- A. Board of Adjustment Application
- B. Applicant Appeal Statement
- C. Supplemental Applicant Statement
- D. Map Attachment
- E. Additional Vicinity Map
- F. Applicant Site Plan
- G. Legal Description
- H. Title Commitment
- I. Zoning Variance Checklist
- J. Public Notice Affidavits

Staff Exhibits.

- K. Commercial Alteration Permit Application
- L. Applicant Cover Letter
- M. Applicant Company Overview
- N. Proposed Plot Plan
- O. Proposed Elevations
- P. Product Sample Photo
- Q. Decision Letter dated April 13, 2026
- R. 2021 Staff Report - Use by Special Review [p.109-130]
- S. 2021 Board of Trustees Minutes (March 1, 2021)
- T. Ordinance No. 11-2021 - An Ordinance Approving a Use by Special Review

**TOWN OF MONUMENT
BOARD OF ADJUSTMENT RESOLUTION NO. 1-2026**

**A RESOLUTION OF THE TOWN OF MONUMENT BOARD OF ADJUSTMENT
APPROVING AN APPEAL OF AN ADMINISTRATIVE DECISION AND REVERSING
THE PLANNING DIRECTOR'S DETERMINATION REGARDING THE
CLASSIFICATION OF A PROPOSED LIGHT MANUFACTURING USE AT 309
WOODWORTH STREET**

WHEREAS, the Town of Monument, Colorado ("Town"), is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town's Home Rule Charter effective November 3, 2021; and

WHEREAS, pursuant to Sec 9.2 of the Charter, the Town Planning Commission shall act as the Board of Adjustment for the Town (the "Board of Adjustment"); and

WHEREAS, Robert Flynn, as the property owner, and applicant ("Applicant"), pursuant to the requirements of Section 18.01.530 of the Town's Land Development Code has filed an application (the "Application") requesting approval of an appeal of administrative decision and the overturn of the Director's determination for 309 Woodworth Street (the "Property") to permit the requested use; and

WHEREAS, the Monument Board of Adjustment conducted a public hearing on the Application on August 12, 2026;

WHEREAS, as required for approval, pursuant to Section 18.01.540(A), the Board of Adjustment has considered the Application, the testimony and evidence presented at the public hearing, and all of the evidence in the record related to the Application and finds that:

1. The decision was arbitrary, capricious, or not in accordance with the intent and requirements of this title.

**THE BOARD OF ADJUSTMENT OF THE TOWN OF MONUMENT,
COLORADO, RESOLVES:**

Section 1. Incorporation. The recitals set forth above are incorporated and resolved as if set forth in this section in full.

Section 2. Approval of Appeal. In the case of the Application for the Appeal, the applicant has provided evidence in consistent and keeping with the criteria provided for in Section 18.01.540(A) of the Town's Chapter 18 - Land Development Code.

Section 3. Authentication and Filing. Upon passage, this Resolution shall be

authenticated by the Chair and recording secretary and maintained by the Town Clerk in such form as is sufficient to assure reasonable access by the public.

Section 4. Effective Date. This Resolution shall become effective and be in full force and effect immediately upon approval.

Section 5. Severability. If any portion of this Resolution or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the Resolution which can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

INTRODUCED, PASSED AND ADOPTED/REJECTED by the BOARD OF ADJUSTMENT of the Town of Monument, Colorado, at its meeting held at the Town of Monument on the 12th day of August 2026 by a vote of ____ in favor and ____ against.

TOWN OF MONUMENT

Ray Egley, Planning Commission Chair

ATTEST:

TOWN OF MONUMENT

Dan Ungerleider, Director of Planning

Exhibit A

Findings of Fact

1. The appeal was filed timely in accordance with Section [18.01.530 – Appeal procedures and variance applications](#).
2. Public Noticing pursuant to Section [18.01.260 – Public notice requirements](#), has been met
3. The subject property is zoned Downtown Business (DB).
4. The Director determined the proposed use constitutes Light Manufacturing based on the Applicant's submitted materials.
5. Light Manufacturing is not identified as a permitted use in the Downtown Business zoning district pursuant to [Section 18.03.380 - Schedule of standard zoning district uses](#), does not identify Light Manufacturing as a permitted use in the Downtown Business zone district.
6. The Appellant alleges that the interpretation was arbitrary and not in accordance with the intent of the Monument Zoning Code.
7. The Administrative Decision was issued on April 13, 2026.
8. The Appellant has appealed the Director's determination and requests that the Board of Appeals reverse the administrative decision.
9. The Board of Adjustment finds that the Planning Director's determination was not in accordance with the intent and requirements of Title 18 of the Monument Land Development Code because the evidence and testimony presented demonstrate that the proposed use is more appropriately classified as Equipment Sales and Service, Light rather than Light Manufacturing. The Board further finds that the approval of this appeal will not create an adverse effect on the public health, safety, or welfare, as the proposed operations are conducted within an existing structure and the evidence presented does not indicate impacts beyond those commonly associated with uses permitted within the Downtown Business (DB) zoning district.

Board of Adjustment 309 Woodworth Street

Administrative Appeal - Use classification
determination

Staff Presentation

Board of Adjustment – 8/12/2026



Tonight's Decision

Request

Appeal asking the Board to reverse the Planning Director's determination that the proposed use is classified as Light Manufacturing.

Staff Recommendation

Deny the appeal and uphold the Planning Director's administrative decision.

Board Scope

Determine whether the administrative decision was arbitrary, capricious, or not in accordance with Title 18.

Staff recommended action: uphold the Director's determination because Light Manufacturing is not listed as a permitted use in the DB zone district.

Decision

Public Notice

Pursuant to Monument Land Development Code (LDC) Section 18.01.260, public notice requirements have been met. The Applicant/Appellant submitted the required affidavits and photographs documenting on-site posting and required mailings.



Property & Existing Context

Subject Property

Location: 309 Woodworth Street

Northwest corner of Woodworth Street and 3rd Street

.35-acre site

Zoned DB – Downtown Business

Existing detached single-family dwelling with detached garage

Surrounding Uses & Zoning

North

Multifamily / SFD-1 zoning

West

Single-family detached / SFD-1 zoning

South

Aspen Auto Clinic / CC zoning

East

Lavelett Park, Air Academy Credit Union / CC zoning

Southeast

Stellar Styles Salon and Spa

Property & Existing Context

Subject Property

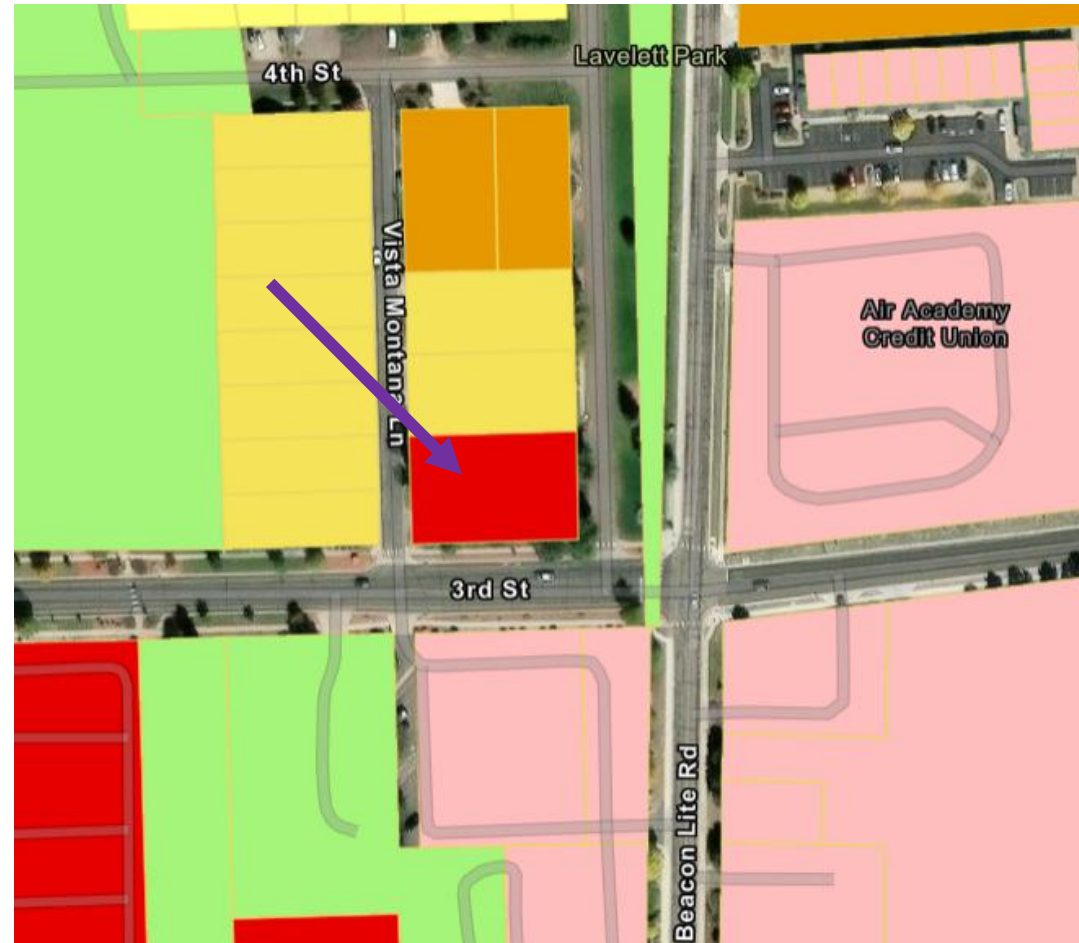
Location: 309 Woodworth Street

Northwest corner of Woodworth Street and 3rd Street

.35-acre site

Zoned DB – Downtown Business

Existing detached single-family dwelling with detached garage



-  LLR: Large Lot Residential
-  SFD-1: Single-Family Detached Low Density
-  SFD-2: Single-Family Detached Medium Density
-  RA: Residential Attached
-  MHP: Mobile Home Park
-  CC: Commercial Center
-  DB: Downtown Business
-  LI: Light Industrial
-  P: Public

Property & Existing Context

Subject Property

Location: 309 Woodworth Street

Northwest corner of Woodworth Street and 3rd Street

.35-acre site

Zoned DB – Downtown Business

Existing detached single-family dwelling with detached garage



Property & Existing Context

Subject Property

Location: 309 Woodworth Street

Northwest corner of Woodworth Street and 3rd Street

.35-acre site

Zoned DB – Downtown Business

Existing detached single-family dwelling with detached garage





Case Background & Timeline

Mar. 1, 2021

1

Board of Trustees approved a Use by Special Review for seasonal snack bar/ice cream shop use of the detached garage.

Apr. 13, 2026

2

Commercial alteration permit application denied based on the Director's use classification determination.

Appeal Filed

3

Applicant appealed the Director's determination and requested reversal.

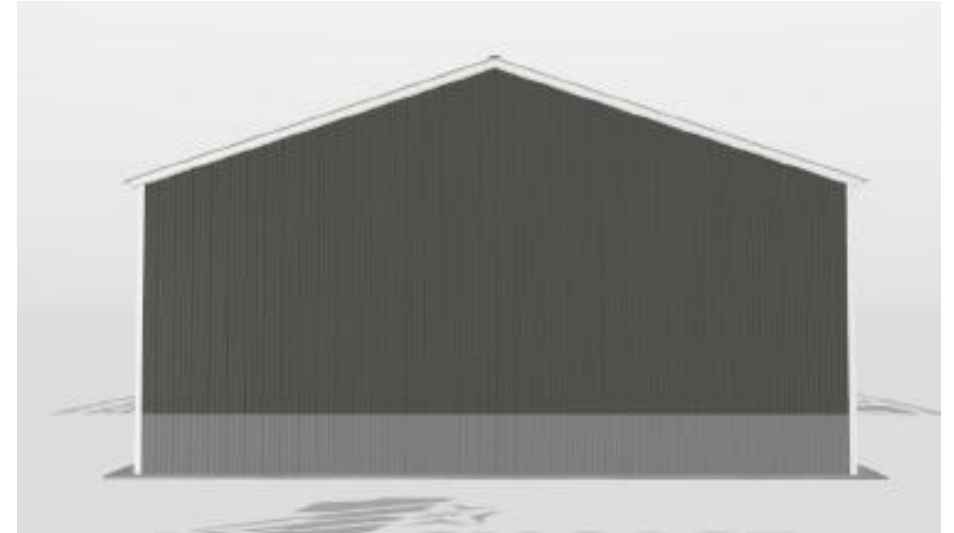
Aug. 12, 2026

4

Board of Adjustment public hearing for BOA-02-2026.

Note: the current appeal is unrelated to the prior Use by Special Review approval.

Proposed Structure



Proposed Use Description



Applicant-described operations

The Company Overview describes the proposed use as the “design, manufacture, and deployment of advanced monitoring and data acquisition systems for the railway industry”.

The Director evaluated the submitted operational description.

Classification was based on design and manufacture of equipment.

The use was found to be most consistent with Light Manufacturing.

Applicable Code Framework

DB Zone District

Intent is to provide for and encourage development and redevelopment that preserves and enhances the unique character of downtown Monument. Uses are as shown in the Schedule of Standard Zoning District Uses.

Schedule of Uses

Light Manufacturing is not identified as a permitted use in the Downtown Business (DB) zone district.

Definition Applied

Light Manufacturing means the assembly, fabrication, or processing of goods and materials using processes that ordinarily do not create noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building or lot where such assembly, fabrication, or processing takes place, where such processes are housed entirely within a building; or where the area occupied by outdoor storage of goods and materials used in the assembly, fabrication, or processing does not exceed twenty-five (25) percent of the floor area of all buildings on the lot.



Applicant Position vs. Staff Analysis

Applicant Position

Proposed use is more appropriately classified as Equipment Sales and Service, Light.

Applicant asserts that “including, but not limited to” is broad enough to include the proposed product and operations.

Equipment Sales, and Service – Light Definition

Equipment Sales and Service, Light means a facility that is engaged in the sales, repair or rental of light equipment including, but not limited to, appliances, gardening tools, sewing machines, vacuum cleaners, other products customarily associated with domestic residential uses

Staff Analysis

Classification based on the operational description submitted by the Applicant. Sales, repair, or rental of light equipment customarily associated with domestic residential uses is different from design and manufacture of railway monitoring/data systems.



Alternative Actions Considered

Important context only — neither alternative changes the Board’s review standard for this appeal.

Rezoning

Light Manufacturing is allowed in LI by right and in BC by Conditional Use Permit. Staff would not support rezoning to LI or BC because neither permits the existing single-family dwelling, rezoning may be inconsistent with the surrounding pattern, and removal of the residence would be required as a condition.

Text Amendment

A text amendment is not an applicant-defined application type under the LDC/Fee Schedule. If initiated, staff would not recommend adding Light Manufacturing to DB because it would apply district-wide and may be incompatible with downtown character and surrounding land uses.

Board Review Standard 18.01.540(A)



The Board's question:

Was the administrative decision arbitrary, capricious, or not in accordance with the intent and requirements of Title 18?

The Board shall affirm or reverse the decision of the administrative official consistent with the Board's decision.

Suggested Motions

Option 1

Deny Appeal / Uphold Decision

I move to deny the appeal and uphold the Planning Director's administrative decision, based on the findings of fact in the staff report and the Board's determination that the decision was not arbitrary, capricious, or contrary to the intent and requirements of Title 18 of the Monument Land Development Code.

Option 2

Approve Appeal / Reverse Decision

I move to approve the appeal and reverse the Planning Director's administrative decision, based on the findings of fact in the staff report and the Board's determination that the decision was arbitrary, capricious, or not in accordance with the intent and requirements of Title 18 of the Monument Land Development Code.