



City of Colorado Springs

To Join By Phone
Call: 720-617-3426
Conf ID: 694 409 937#

Meeting Minutes - Draft Downtown Review Board

Tuesday, August 2, 2022

9:00 AM

Online Meeting Only
720-617-3426 Conf id: 694 409 937#

1. Call to Order and Roll Call

Present: 7 - Chair Hahn, Vice Chair Raughton, Board member Heggem, Board member Mikulas, Board member Kuosman, Board member Friesema and Board member Nolette
Excused: 2 - Board member Nicklasson and Chair Lord

2. Communications

Ryan Tefertiller - Urban Planning Manager

Ryan Tefertiller, Urban Planning Manager

Recognized and thanked Chair Doug Hahn and Board Member Kristin Heggem for six years of service on the Downtown Review Board since this will be their last meeting with the Board. They are term limited. In the six years of service, they've seen a lot of projects and a lot of change over those years with a lot of growth and progress Downtown.

Interviews occurred for the positions that both Doug and Kristin are vacating. Kristin is an at-larger position and can be filled by anyone and Doug's position is for a representative for the Shooks Run Neighborhood or the Mill Street Neighborhood. They only had one to fill Doug's seat and that is a representative of the Mill Street Neighborhood this time and Council will act on those on August 9th, 2022. Once that action has been completed by Council he will inform the Board of the new members and their information. The new members will get instructional information on the Form Based Zoning, and The Experience Downtown Master Plan and then they should be able to be seated and serving for the September Downtown Review Board Meeting.

For the September Meeting they will need to appoint a Chair and Vice-Chair. If you have thought or ideas come prepared to discuss that at the meeting.

Theoretically a survey was sent to all City Board and Commission Members. As part of the City Council's strategic plan, they're trying to do some analysis and assessment of all the City's Boards and Commissions to make sure we're achieving the goals of those Boards and Commissions, that members are getting adequate training and communication, and they feel they're contributing to the City in the way they

expected. If they didn't see if they can reach out to Ryan or Elena to make sure it's resent to you.

Over the last month the Planning Department moved to a modified process for applications. Applications are being taken in twice a month on defined submittal dates. We hope the new process will increase efficiencies and predictability for applicants. Applicants will know if they submit on a specific date they can predict with a fair certainty of when review letters will be issued and what public hearing dates they'll be eligible for.

Beginning August 8th, Planning will begin a fully digital submittal and review process with the software called Accela. Documents may look different but it's a significant step forward for a 21st Century review process

There will be a September 6th meeting. There will be this project for sure and possibly another meeting. Since this is the day after Labor Day and it could affect attendance due to vacations and travel Keep us posted so we know we'll have a quorum for the meeting.

Question about communications:

Board Member Raughton brought up the issues if Council hasn't acted to replace the Board Members can the current ones still serve. Mr. Tefertiller stated if the new member haven't been appointed, both Doug and Kristin would be eligible and expected to serve until those new members are seated.

3. Changes to Agenda/Postponements

- 3.A. [CPC CU 22-00062](#) A conditional use development plan with an associated parking warrant to allow the conversion of an existing building into a bar with 0 parking stalls where 16 are required located at 106 Pueblo Ave.

Presenter:

Ann Odom, Planner II, Urban Planning Division

Attachments: [Sukis Cantina Staff Report](#)
[Figure #1 - Development Plan](#)
[Figure #2 - Project Statement](#)
[Figure #3 - stakeholder comment](#)
[7.5.704 Conditional Use Review](#)

Staff Presentation:

No presentation.

CPC CU 22-00062 - Item postponed to the September 6, 2022 Downtown Review Board Meeting

DISCUSSION, MOTION VOTE OF DOWNTOWN REVIEW BOARD:

No discussion. Motion and vote to postpone

Motion by Board member Mikulas, seconded by Board member Raughton, to postpone the conditional use development plan with associated parking warrant to the September 6 meeting. The motion passed by a vote of 7:0:2:0

Aye: 7 - Chair Hahn, Vice Chair Raughton, Board member Heggem, Board member Mikulas, Board member Kuosman, Board member Friesema and Board member Nolette

Absent: 2 - Board member Nicklasson and Chair Lord

4. Adjourn