



## **Planning And Zoning Commission**

### **Agenda**

**December 2, 2025, 6:30 p.m.**

**601 Central Ave Dolores Co. 81323**

**Meet virtually from Teams link on the web**

**<https://townofdolores.colorado.gov>**

1. Call To Order
2. Pledge Of Allegiance
3. Roll Call
4. Identification Of Actual or Perceived Conflicts of Interest.
5. Public Participation 5 minutes per person.
6. Approval of the Agenda
7. Consent Agenda
  - 7.1 Minutes of the October 7, 2025, Regular meeting, attached.
8. Administrative Business. 107 S 9<sup>th</sup> (vacant lot on Railroad at 9<sup>th</sup> street)
9. Staff Reports
  - 8.1. **Manager Reeves** – verbal update on recent administrative activities, Attachments, November 10<sup>th</sup> Report to the Board of Trustees.
10. Commissioner Updates
11.
  - 11.1 **Comprehensive Plan – Kick-off meeting with Logan Simpson Group**

Power point presentation in packet in pdf.
12. **Future Agenda Items:** These items are being retained on the agenda until the Commissioners and Staff have the capacity to discuss, plan or revamp.
  - Comprehensive Plan Sub plans, Weed Management, Watershed Management, Hazards Mitigation.
  - Public outreach and education.
  - Continuation for developing a process to work with staff to edit the Special Exception Permit Application form to align with the current Comprehensive Plan and Land Use Code: Group

discussion, facilitated by the Manager. This item is carried over from July and August 2025.

- Examine the 30% front occupancy in the Corridor and Downtown Mixed-used Zones.

### 13. Adjournment



**Planning And Zoning Commission  
Minutes**

**October 7, 2025, 6:30 p.m.**

**601 Central Ave Dolores Co. 81323**

**Meet virtually from Teams link on the web.**

**<https://townofdolores.colorado.gov>**

1. **Call To Order.** Chairperson Robinson called the meeting to order at 6:30 p.m.
2. **Pledge Of Allegiance.** The group recited the pledge.
3. **Roll Call.** Present at the meeting were Chairperson Robinson, Commissioners Powell, Kelly, Mustoe, and Vice Chairperson Nemanic. Also present were staff members, Manager Reeves and Assistant Clerk Swope.
4. **Identification Of Actual or Perceived Conflicts of Interest.** There were no identified actual or perceived conflicts of interest.
5. **Public Participation 5 minutes per person.** No other people attended the meeting.
6. **Approval of the Agenda**  
Commissioner Powell moved, and Commissioner Mustoe seconded to approve the agenda.  
Yes: All  
No: none
7. **Consent Agenda**  
**7.1 Minutes of the August 5, 2025, meeting.**  
Commissioner Mustoe moved, and Vice Chairperson Nemanic seconded to approve the consent agenda.  
Yes: All  
No: none
8. **Staff Reports**  
**8.1. Manager Reeves** –Attachment August and September 2025 Reports to the Board of Trustees.  
Manager Reeves provided updates on the following topics:  
  
- Lost Canyon Bike and Skate Park: The concrete skate park is complete; the bike park is nearing completion.

engagement efforts. Commissioners and staff will help by identifying venues and community demographics.

Suggested groups:

- Parents and children
- Young families
- Business professionals
- General population

Suggested venues:

- School events
- Library story time
- Post Office
- Local restaurants
- Festivals
- Club meetings

Additional support tasks might include refining questionnaires, publishing events/surveys, and scheduling. Commissioner Powell suggested contacting the State Demographer's Office for data. Manager Reeves will identify deliverables and share them with the Commission.

#### **11. Future Agenda Items:**

These items will remain on the agenda until further discussion and planning can occur:

- Comprehensive Plan sub-plans: Weed Management, Watershed Management, Hazard Mitigation
- Public outreach and education
- Review and revise the Special Exception Permit Application to align with the Comprehensive Plan and Land Use Code
- Evaluate the 30% front occupancy requirement in the Corridor and DMU zones

12. **Adjournment** The meeting was adjourned at 7:52 pm.

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Linda Robinson, Chairperson

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Ann Swope, Assistant Clerk

## **Town Manager's Report**

To: Honorable Mayor and Trustees

From: Leigh Reeves, Town Manager

Date: November 6, 2025

### **1. Project Updates and Achievements**

It's been a productive month, and we've seen great progress on several projects around town.

- Joe Rowell Park Revitalization: This major project is moving along really well.
- "Crush the Canyon" Celebration: The opening event for the bike and skate park was a huge success! We had a great turnout, lots of excitement, and strong community engagement. Everyone who attended gave positive feedback about how the park turned out.

### **2. Funding and Grants**

We've been busy on the financial and grant side, and there's a lot of good news to share.

- Daniels Fund Grant: We officially secured the \$75,000 Daniels Fund grant for improvements to the baseball fields. This will help with upgrades and give our players a much-needed boost. Scoreboards: To make the most of current pricing, we plan to purchase new scoreboards this year rather than waiting until next season.
- El Pomar Grant: We also finished up the El Pomar grant, which provided the match funding needed for the bike and skate park project.
- Local Grants Program: It's time for our annual discussion about local grant distributions. The Town has \$15,000 set aside to support local nonprofit organizations. I'd like to ask for two trustees to work with Kelley and I to plan how to distribute these funds fairly and effectively. Once that's in place, we'll reach out to nonprofits in need of a financial boost and invite them to apply.

### **3. Operations and Staffing**

There have been a few staffing updates and new faces at Town Hall.

- New Office Assistant: We're excited to welcome Danelle Likes as our new Office Assistant. She's settling in nicely and already proving to be a great fit for the team. Danelle will be helping organize and clean up our existing records and make sure we're following the proper records retention schedules required by state statute.
- Town Attorney: Pending board approval, we'll officially welcome Ethan Sumrall as our new permanent town attorney. Ethan recently met with Trustee Grigg and Trustee Curry for a one-hour Q&A session. They'll share their impressions so the board can decide if he's the

right fit for our long-term needs. Ethan will also be joining our meeting to answer any questions you may have before we finalize his appointment.

- The maintenance team has started the cleaning process for our sewer system. They are testing fire hydrants and logging those tests as we work through the town.
- Please think about if you want a December workshop. We can cancel, or we can change the date. Additionally, we could just continue the December 8<sup>th</sup> meeting in case we have any decisions that need to be voted on before the end of the year and cancel our workshop.

#### **4. New Infrastructure and Initiatives**

We're seeing momentum on new initiatives and infrastructure planning that will shape the town's future.

- Comprehensive Plan Kickoff: We've officially started the Comprehensive Plan update with Logan Simpson. They're now coordinating with the Planning and Zoning Commission to begin early stages of the process. In spring 2026, we'll move into the community engagement phase, where residents will help shape the long-term vision for Dolores. This is a big step forward — we've had to delay the project before due to funding limitations, but now we're finally moving ahead.
- CDOT and Bustang Bus Stops: I met with representatives from the CDOT Bustang program, and we will be adding two new bus stops in town — one Eastbound and one Westbound. However, due to scheduling and funding constraints, this project will likely be pushed back to 2027. I have a follow-up meeting scheduled for November 12th with Jennifer Allison, who oversees traffic study scheduling for CDOT. This will help us keep the project moving forward.

#### **5. Upcoming Discussions and Contracts**

Here's what's coming up on the project and legal front.

- Fishing-is-Fun Project: The Request for Proposals (RFP) has been posted. Ken and I recently toured the project sites with F&M Construction so they can prepare their bid. We'll be working with Engineer Cap Allen to provide oversight and make sure everything is designed and built correctly. Cap is excited to be involved and is already coordinating with us on the technical details.
- Riverside Avenue: We will hold an executive session on Monday to meet with our town attorney for legal advice regarding the ongoing Riverside Avenue issue.

- Trustee Meeting Schedule: The second regular monthly meeting and workshop has been changed to be just a workshop.
- Budget Process: The proposed budget will be presented to the Board of Trustees at the October 13, 2025, Board of Trustees meeting.
- Water Main Replacement Project: Final planning is underway. Easements are currently being finalized, with Abeyta Drive identified as a priority area.
- Nuisance Ordinance Enforcement: A barking dog complaint was resolved through cooperation with the dog owner. Weed, trash, and junk enforcement led to several properties coming into compliance.
- Sheriff Contract Amendment: The revised contract will be presented at the next Board meeting. The outcome may influence the decision to hire a Code Enforcement Official.
- Annexation Inquiry: A parcel on Porter Way, adjacent to town limits, has development challenges due to steep terrain. No recent activity has occurred.
- DMU Landscaping Requirements: Chairperson Robinson raised concerns about the removal of landscaping at Town Hall. Manager Reeves explained the removal was necessary for accessibility and vehicle movement. Landscaping requirements do not apply to the Downtown Mixed-Use (DMU) district per the Land Use Code.

**9. Commissioner Updates.**

**9.1 Chairperson Robinson report to the Board of Trustees August 5, 2025, attached.** Note, the September 2, 2025 meeting was cancelled.

**10. Discussion:**

**10.1 Comprehensive Plan - Review Contract with Logan Simpson attached.**

Commissioner Mustoe recommended including clear deliverables, start and end dates in the contract. The kickoff meeting will help define the timeline and task assignments. Commissioners requested a proposed schedule and task list for the kickoff.

**10.2 Review of the scope of services presented at the June 23, 2025 Board workshop by Logan-Simpson Design Inc. Attached.**

The kickoff meeting is scheduled for November 4, 2025. Logan Simpson will lead public



# COMPREHENSIVE PLAN OUTREACH AND CODE ASSESSMENT

Planning Commission Meeting | December 2, 2025



LOGAN SIMPSON



# Team



L O G A N S I M P S O N



## Engagement Team



**Megan Moore**  
Senior Associate Planner



**Kelly Naumann**  
Associate Planner



**Ben Oesterling**  
GIS Modeling

## Code Team



**Jen Gardner**  
Senior Associate Planner



**Melissa Ruth**  
Associate Planner

# Process Overview



The Comprehensive Plan Update process is an opportunity to **reimagine Dolores' future.**

## COMPREHENSIVE PLAN ENGAGEMENT

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Logan Simpson will assist with public engagement, graphic layout, and mapping.

The Town of Dolores will write the Comprehensive Plan update.

## LAND USE CODE ASSESSMENT

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Logan Simpson will assist with reviewing the code and identifying areas that could be streamlined, improved, or better aligned with the Comprehensive Plan.

*There will be no code updates or rewrites as a part of this process.*

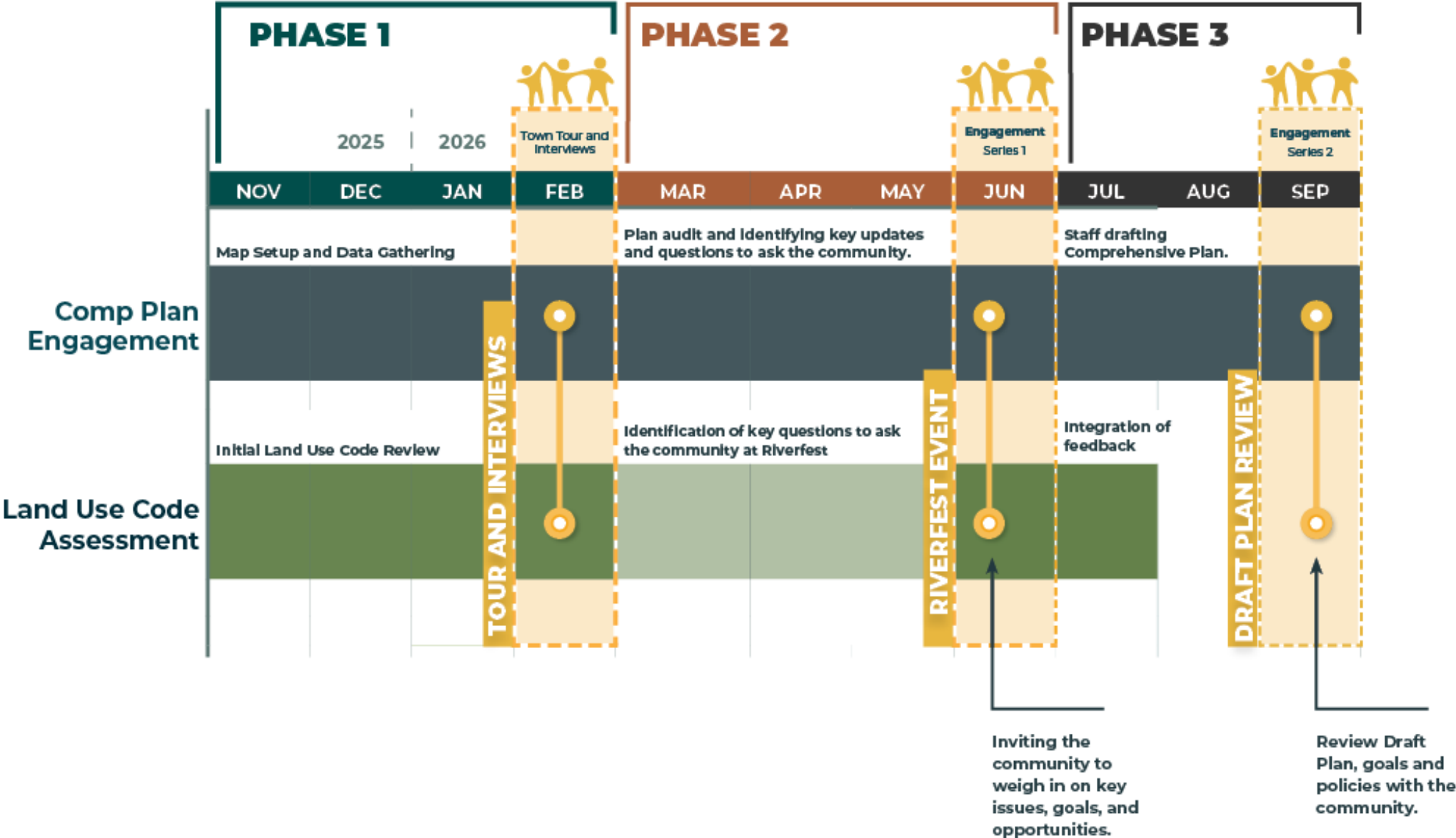
# Elements of a Comprehensive Plan



The Comprehensive Plan Update process is an opportunity to **reimagine Dolores' future.**



# Project Timeline





# Phase 1: Comprehensive Plan Engagement







Finish this sentence:

**“Engagement for this Plan will be a success if...”**

# Project Logo and Branding



1



2



**IMAGINE  
DOLORES**  
COMPREHENSIVE PLAN

3



Which logo do you prefer?



# Phase 1: Foundation



## Anticipated Dates:

February 5-6

### Town Tour

- *What are the key areas of Dolores that have changed in the past 10 years?*
- *What are the key areas of the Town that you anticipate will see significant change in the next 10-20 years?*
- *What types of development do you want to see in the future?*

### Community Interviews (10 to 15 45-minute individual or small group interviews)

- *How long have you lived in Dolores or operated a business here?*
- *What is your connection to the community?*
- *What are the biggest issues facing your community? What are issues that might arise in the future if not addressed now?*
- *What type or level of change do you anticipate in Dolores?*
- *What needs to be retained as change occurs?*
- *What opportunities and ideas should the new plan integrate?*
- *What is your vision for the future of Dolores?*



# GIS Support







## **What analyses would help most with the Comprehensive Plan update?**

Areas of Change

Development  
Constraints  
(Natural Hazards)

Opportunities  
(Transportation,  
Economic  
Development,  
Housing etc.)

Other?



## **What feedback would you like to hear from the community in the interactive map?**

Which areas  
should be  
protected?

Where is there  
opportunity  
for change?

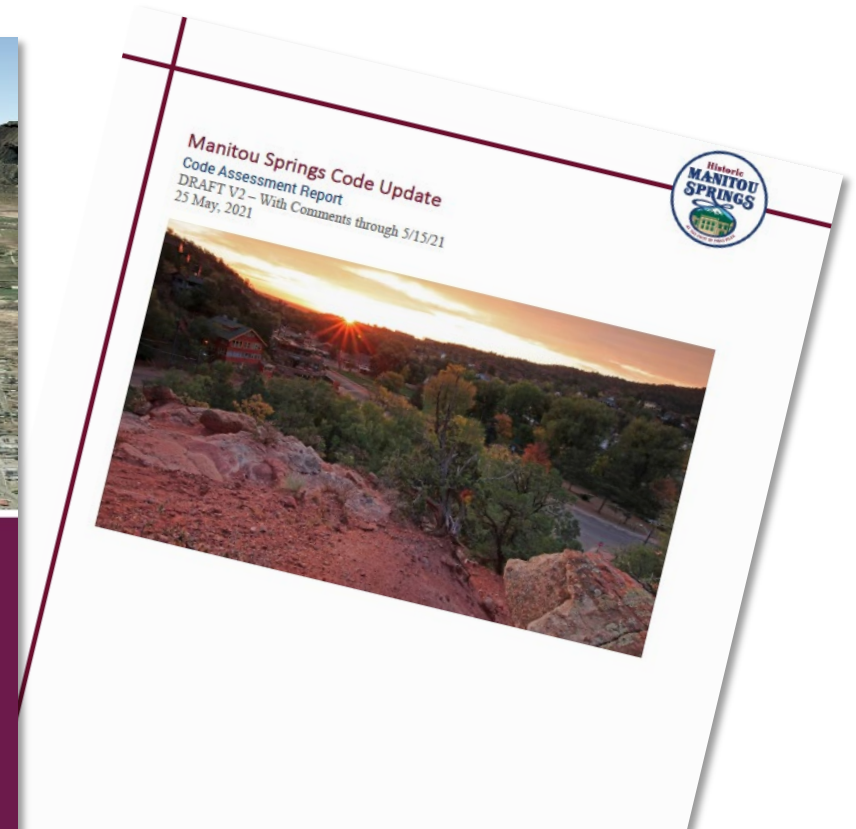
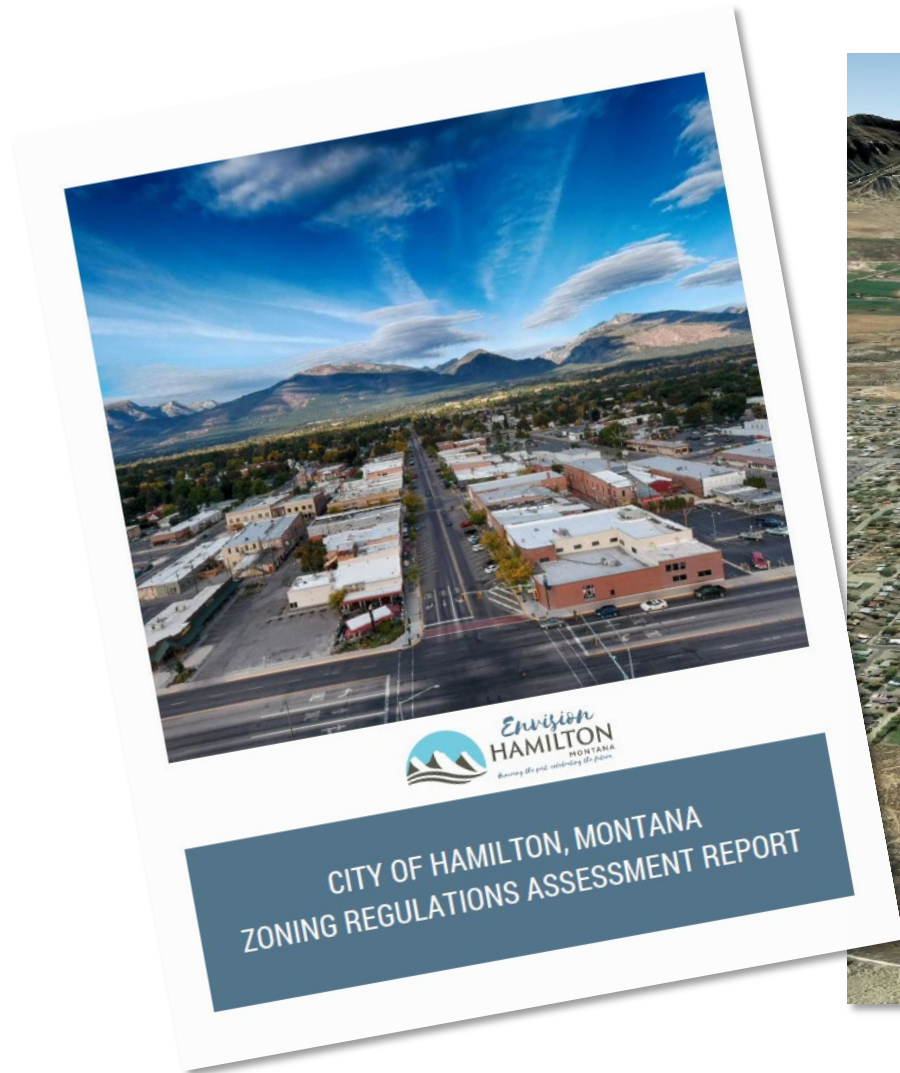
Other?

# Land Use Code Assessment





# Land Use Code Assessment



Expertise in similar  
community types



## **What is working and what is not with the current Land Use Code?**

**Streamline  
and Provide  
Clarity**

**Align with  
Comprehensive  
Plan Goals and  
Policies**

**Tailor  
Regulations to  
Dolores**



What are the biggest opportunities for **improvement**? How has the Land Use Code been working for the community since its adoption in 2022?



# Next Steps



- **Public Engagement Plan**
- **Data Gathering and Interactive Map/Engagement Platform**
- **Start of Land Use Code Assessment**
- **Phase 1 | In Person Travel**
  - **One-on-one and group interviews**
  - **Interactive Map Exercise**



