

## **TELLER COUNTY PLANNING COMMISSION**

Teller County Offices  
800 Research Drive, Suite 224  
Woodland Park, CO 80863

**AUGUST 12, 2025 – 7:00 P.M.**  
**MEETING MINUTES**

### **I. Call to Order and Roll Call:**

Mr. Haase, Chair of the Planning Commission, called the meeting of August 18, 2025 to order at 7:00 P.M.

Roll Call:

Mr. Jeff Smith	Absent
Ms. Wendy Dillenschneider	Present
Mr. Bryan Johnson, Vice Chair	Present
Mr. Michael Haase, Chair	Present

Also Attending:

Mr. Dan Swallow, Community Development Director  
Mr. Colton Berck, Planning Director  
Ms. Lucy Caillouet, Recording Secretary  
Mr. Paul Hurcomb, County Attorney

### **II. Review and Approved Minutes:**

Ms. Dillenschneider moved to approve the minutes on April 8, 2025 as presented. Mr. Johnson seconded.

Roll Call Vote:

Ms. Dillenschneider	Yes
Mr. Johnson	Yes
Mr. Haase	Yes

The motion carried.

### **III. Consider a request from 84 Lillooet, LLC for a Conditional Use Permit for a Guest House at 84 Lillooet Lane in Woodland Park with a legal description of Lot 17A Block 15 of Ranch Estates Refiling, zoned R-1.**

Ms. Caillouet presented the staff report for the request for a Conditional Use Permit for a Guest House on Lot 17A Block 15 of Ranch Estates Refiling in Woodland Park to the Planning Commission.

Mr. Tellup, the applicant, explained that he is a general contractor and built the property as his retirement home. The guest house will not be used as a short-term rental property. It is intended to be used for his daughter and for visiting family members. In response to a question about the kitchenette, he explained that there are no cooking facilities, only a microwave and coffeemaker, and similar appliances.

Public Comment: None.

Planning Commission discussion. Ms. Dillenschneider recommended an additional condition that lighting be downcast and fully shielded to comply with the County land use regulations (LUR).

Based on the Planning Commission's discussion, Mr. Hurcomb read the following proposed motion for approval with conditions:

A motion to approve the Conditional Use Permit for the Guest House located on Lot 17A Ranch Estates Refiling at 84 Lillooet Lane in Woodland Park, CO with the following conditions:

1. A building permit must be obtained for the construction of the guest house above the existing garage;
2. Compliance with CORE's regulations for construction of the guest house;
3. The guest house will only be used by family members and out-of-town non-paying guests;
4. Outdoor lighting will be downcast and fully shielded to comply with the LUR; and
5. All representations of the Applicant in the application and during the hearing are binding.

Mr. Johnson moved to approve the motion as presented. Ms. Dillenschneider seconded.

Roll Call Vote:

Ms. Dillenschneider	Yes
Mr. Johnson	Yes
Mr. Haase	Yes

The motion carried.

**IV. Vacation of Lot Lines:** Staff reported on the Vacation of Lot Line as listed on the meeting agenda.

**V. Other Items:** Mr. Berck presented a new hearing date for November as the approved date for the November hearing is on Veteran's Day. The Planning Commission agreed to hearing date of November 18, 2025.

**VI. Adjourn:** There being no further business, Mr. Haase adjourned the meeting at 7:22 p.m.

Approved by the Planning Commission at its regular meeting on December 9, 2025.

A handwritten signature in black ink, appearing to read 'Lucy Caillouet', written over a horizontal line.

Lucy Caillouet, Recording Secretary