



Notice of Kremmling Planning & Zoning Commission Regular Meeting

Kremmling Area Chamber of Commerce, 203 Park Ave, Kremmling, CO 80459

Wednesday, September 9, 2026, 6:00 PM

Individuals wishing to make public comments must attend the meeting in person or may submit comments by sending an email to townclerk@townofkremmling.org. The comments will be provided to the Commissioners and added as an addendum to the packet.

Agenda

Call to Order

Roll Call

Conflicts of Interest

Public Forum

Action Items

1. Recording of Proceedings from the July 8, 2026, Meeting.
2. Record of Proceedings from the August 19, 2026, Meeting.
3. Resolution No. 2026-09-01PZ A Resolution Granting Approval of a Special Review Use Permit for Cosie Holdings at 650 County Road 396.

Planning Director (Staff) Updates

Commissioner Updates

Adjournment

Record of Proceedings

Town of Kremmling
Regular Meeting of the Town Planning & Zoning Commission
July 8, 2026

Call to Order

The Planning & Zoning Commission for the Town of Kremmling met in the Boardroom located at the Kremmling Area Chamber of Commerce, 203 Park Ave, Kremmling, CO 80459. With Chairman Paul Johnson presiding, the meeting was called to order at 6:01 PM.

Roll Call

Commissioners Present: Kevin Warren, Chris Sammons, Wes Howell, Erik Woog, and Chair Paul Johnson. Quorum was established. Staff Present: Town Manager Jen MacPherson, Town Clerk Teagan Serres, and Town Planner Alan Hassler.

Conflicts of Interest

Commissioner Chris Sammons disclosed that she owns property in the county adjacent to the parcel involved in the portable toilet business discussion. She noted she has no financial interest, does not know the applicant, and has had no dealings with him. No other conflicts of interest were declared.

Discussion Items

- Agenda & Meeting Management Software Training

Town Clerk Teagan Serres presented an update on the new Civic Plus agenda software. She noted ongoing IT issues sending emails to newly created town email addresses for certain members, so personal emails continue to be used temporarily as a workaround. Packets remain accessible via Google Drive as a backup. Clerk Serres provided an overview of the staff, board, and public portals.

Discussion & Action Items

1. Recording of Proceedings from June 10, 2026, Regular Meeting.

TRUSTEE WOOG MOTION TO APPROVE THE RECORDING OF PROCEEDINGS FROM THE JUNE 10, 2026, REGULAR MEETING. COMMISSIONER SAMMONS SECONDS.
Voice vote taken: 5 “aye” votes, 0 “nay” votes. MOTION PASSED.

2. Resolution No. 2026-07-01PZ A Resolution Granting Approval of a Special Review Use Permit for Hill Holdings, LLC at 109 West Park Avenue Located at Lots 5-15, Block 6, Heini's Addition to the Town of Kremmling.

The Commission considered formal ratification of Resolution No. 2026-07-01PZ, granting approval of a Special Review Use Permit for Hill Holdings, LLC to convert a former motel into employee housing at Lots 5–15, Block 6, Heini's Addition (109 W. Park Ave.).

COMMISSIONER HOWELL MOTION TO APPROVE RESOLUTION NO. 2026-07-01PZ. TRUSTEE WOOG SECONDS. Voice vote taken: 5 “aye” votes, 0 “nay” votes. MOTION PASSED.

3. Grand County Library District Annexation:

- a. Commission Review of the Concept Land Use Plan as a Library.
- b. **Public Hearing:** Request for Zoning of Property Proposed to be Annexed to the Town, Known as the Grand County Library District (GCLD) Annexation. Requested Zoning is Residential High Density (R2) with a Public Property Overlay.
- c. Resolution No. 2026-07-02PZ A Resolution by the Planning & Zoning Commission Recommending to the Board of Trustees that the Grand County Library District Annexation Property be Zoned R-2 Multiple Family Residential with a Governmental Overlay, as Identified on the Zoning Map as "Public Property".

CHAIR JOHNSON opened the public hearing at 6:07 PM. Town Planner Alan Hassler presented the staff report regarding the proposed annexation and concurrent R-2 (Multiple Family Residential) zoning with a Governmental Overlay for a 3.504-acre vacant parcel at the northeast quadrant of 12th Street and Jackson Avenue. Staff confirmed proper public noticing. The only written public comment received was a letter of support from the Board of County Commissioners. The Commission evaluated the land-use concept for constructing a new library facility under C.R.S. § 31-23-209 and KMC § 14.04.040.G, confirming its alignment with the Comprehensive Plan. Commission discussion verified that property lines along 12th Street coincide with the street right-of-way, avoiding any gap in municipal ownership.

CHAIR JOHNSON asked for public comments, and there were none. CHAIR JOHNSON closed the public hearing at 6:42 PM.

COMMISSIONER SAMMONS MOTION THAT the Planning and Zoning Commission find that the proposed use of the subject property as a public library is appropriate, and recommend to the Board of Trustees that they annex the subject parcel on the basis discussed in the staff report (specifically sections 4, 6, and 10), finding all statutory requirements met, and conditioning annexation on Use by Special Review and site plan approval. COMMISSIONER HOWELL SECONDED. Voice vote taken: 5 "aye" and 0 "nay" votes. MOTION PASSED.

COMMISSIONER WOOG MOTION TO RECOMMEND to the Board of Trustees that the subject parcel be zoned R-2 Multiple Family Residential with a Governmental Overlay, as identified on the Zoning Map as “Public Property” on the bases discussed in the StaU Report, particularly Sections 1, 3, 4, 6, 10, and the Petitioner’s Narrative. COMMISSIONER SAMMONS SECONDED. Voice vote taken: 5 "aye" and 0 "nay" votes. MOTION PASSED.

- 4. **Public Hearing:** Use by Special Review Application to Operate a Portable Toilet Business Within the Mixed Use (MU) Zoning District at 650 County Road 396.
Applicant: Cosie Holdings c/o Coley Campbell.

CHAIR JOHNSON opened the public hearing at 6:47 PM. Town Planner Alan Hassler presented the application for Patriot Portables and Events, LLC (Coley Campbell) to operate a portable toilet business in a Mixed Use (MU) zone. Staff confirmed proper notice. No written public comments were received. The request was initiated by the Town following a public complaint concerning potential odors, chemicals, liquid pooling, and visual aesthetics. Applicant Coley Campbell addressed the Commission, clarifying that all unit pumping and cleaning occur off-site at job locations, that stored chemicals (including winterizing magnesium chloride) are non-hazardous, and that an existing on-site trailer is used strictly as an office, without residential occupancy. Town Manager MacPherson confirmed the property's appearance has improved. The Commission discussed secondary containment for the 3,000-gallon magnesium chloride tank, agreeing that an earthen berm would suffice. Staff recommended striking condition #2 (restricting transferability) to treat the USR as standard for the conforming mixed-use district.

CHAIR JOHNSON asked for public comments, and there were none. CHAIR JOHNSON closed the public hearing at 7:17 PM.

COMMISSIONER HOWELL MOTIONED TO GRANT the Use by Special Review permit, with the following conditions:

1. The Applicant provide for Town approval a plan for avoiding pooling liquid, or for containment of liquids;
2. The Applicant shall prosecute the Fence Permit application already submitted by obtaining approval of an allowed material selected by the Applicant; or, provide a screening plan for Town approval; and that approved fencing or screening be completed by November 1, 2026;
3. The Special Use Permit shall be recorded with the Grand County Clerk and Recorder;
4. If the property is not used for the portable toilet business for a period of six consecutive months, or becomes used for any other purpose, the Town shall have the right to terminate the Special Use Permit.
5. The Town shall have the right to suspend the Special Use Permit at any time upon investigation of complaints or noncompliance with the conditions of the Special Use Permit or any local, state, or federal law, or if the premises becomes a public nuisance.
6. The Town shall have the right to suspend the Special Use Permit at any time upon investigation of complaints or noncompliance with the conditions of the Special Use Permit or any local, state, or federal law, or if the premises becomes a public nuisance;
7. and adding a deadline of November 1, 2026, for town approval of a plan to contain liquids and prevent pooling, which aligns with the fence permit deadline.

COMMISSIONER WOOG SECONDED. Voice vote taken: 5 "aye" and 0 "nay" votes.
MOTION PASSED.

5. **Public Hearing:** Town-Initiated Rezoning Proposal to Rezone Block 37, FIC Addition to the Town of Kremmling, located between 7th Street and 8th Street, and bounded by Railroad Avenue and Highway 9 / Tyler Avenue (including 511 S. 8th Street, 505 S. 8th Street, 507 S. 8th Street, and 704 Railroad Avenue) from the existing Single Family Residential (R-1) to Mixed Use (MU).

- a. Resolution No. 2026-07-03PZ A Resolution by the Planning and Zoning Commission Requesting that the Board of Trustees of the Town of Kremmling, Colorado Rezone Block 37, FIC Addition.

CHAIR JOHNSON opened the public hearing at 7:23 PM. Town Planner Alan Hassler presented Resolution No. 2026-07-03PZ to rezone Block 37 (bounded by Railroad Ave, Hwy 9/Tyler Ave, 7th St, and 8th St) from Single-Family Residential (R-1) to Mixed Use (MU). Proper public noticing was confirmed. The intent was to fix a zoning anomaly along Highway 9 and bring existing multi-family structures into compliance.

Participating property owners Jim Hooks, Jim Heeney, and Jacob Bomba expressed concerns about full-block rezoning. Following discussion, the Commission concurred with alternative "Sample Motion B" to rezone only the southern lots along Highway 9 while protecting the single-family character of the northern lots.

CHAIR JOHNSON closed the public hearing at 7:50 PM.

COMMISSIONER HOWELL MOTIONED TO APPROVE the rezoning request from Single-Family Detached Residential (R-1) to Mixed Use (MU) for Lots 5 through 9, parts of Lots 8 and 9, and Lots 11 through 16 of Block 37, FIC Addition, finding the application meets all criteria in KMC 17.05.020.D, adopting Resolution No. 2026-07-03PZ, and authorizing the Chair to sign. COMMISSIONER SAMMONS SECONDED. Voice vote taken: 5 "aye" and 0 "nay" votes. MOTION PASSED.

Planning Director (Staff) Updates

Town Planner Alan Hassler provided updates on several active municipal projects. In the realm of development and subdivisions, Grand Cliffs is currently constructing additional units, while Grand West is in the permitting stage for two 2-unit townhomes. Additionally, planning has been requested for K-Town North Phase 2. In terms of encroachment and access, Cold Beer & Whiskey submitted mapping for an encroachment license to pave across town property near Highway 40. This proposal is conditioned on ongoing electricity payments for flag lighting and the removal of highway pricing signs.

Regarding wildfires and building codes, the Board of Trustees has adopted building codes that align with county standards. Although the county implemented the Wildfire Resiliency Code, the town board decided not to adopt it directly yet and has tabled it. On the infrastructure and commercial front, the developer of the Sunrise Project is finalizing an agreement with the Kremmling Sanitation District for sewer main extensions along Central Avenue.

Commissioner Updates

None.

Adjournment

COMMISSIONER WOOG MOTIONED TO ADJOURN. Voice vote taken; all "aye" votes.
MOTION PASSED. The meeting adjourned at 8:04 PM.

Teagan Serres, Town Clerk

Wes Howell, Mayor

Record of Proceedings

Town of Kremmling
Regular Meeting of the Town Planning & Zoning Commission
August 19, 2026

Call to Order

The Planning & Zoning Commission for the Town of Kremmling met at the Kremmling Area Chamber of Commerce, 203 Park Ave, Kremmling, CO 80459. The meeting was called to order at 5:45 PM.

Roll Call

Trustees present: Chris Sammons, Kevin Warren, Erik Woog, Wes Howell. Paul Johnson was absent. Staff present: Town Manager Jen MacPherson, Utility Billing Clerk Trista, and Public Works Director Dillon Willson.

Conflicts of Interest

None.

Action Items

1. **Public Hearing:** Request for Zoning of Property Proposed to be Annexed to the Town, Known as the Grand County Library District (GCLD) Annexation. Requested Zoning is Residential High Density (R2) with a Public Property Overlay.

At 5:45 PM, the public hearing was opened regarding the request for zoning of a 3.504-acre parcel located at 12th Street and Jackson Avenue (1331 Jackson Avenue) recently annexed to the Town of Kremmling. The requested zoning is Residential High Density (R2) with a Public Property / Governmental Overlay.

Town Manager Jen MacPherson presented the staff report. Staff confirmed proper public notice was given via posting, publication, and mailing to adjacent property owners. No written public comments were received prior to or during the hearing. Staff noted that while standard R2 zoning classifies libraries as a Use by Special Review, the town's historic use of the governmental overlay carries use approval. Staff recommended approval of R2 zoning with a public property governmental overlay and approval of the library use, subject to site plan review and requiring sidewalk access along and from adjacent streets. Staff confirmed prior Commission concerns regarding sidewalk access were addressed. There were no Applicant Comments.

COMMISSIONER HOWELL asked for Public Comments, and there were none. The public hearing was closed at 5:48 PM.

COMMISSIONER WARREN MOTION THAT the Planning and Zoning Commission Recommend to the Board of Trustees of the Town of Kremmling that the Board zone the subject parcel R2 Multiple Family Residential with a governmental overlay to be identified on the Town's zoning map as public property on the basis discussed in the staff report; and Approve the governmental public library use of the land subject to site plan approval and requiring sidewalk access along and from adjacent streets. COMMISSIONER HOWELL SECONDED. Voice vote

taken: 4 "aye" votes, 0 "nay" votes. MOTION PASSED.

Planning Director (Staff) Updates

None.

Commissioner Updates

None.

Adjournment

Commissioner Warren motion to adjourn. Voice vote taken; all "aye" votes. MOTION PASSED.
The meeting adjourned at 5:50 PM.

Teagan Serres, Town Clerk

Wes Howell, Mayor

**TOWN OF KREMMLING PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2026-09-01PZ**

**A RESOLUTION GRANTING APPROVAL OF A SPECIAL REVIEW USE PERMIT
FOR PATRIOT PORTABLES AND EVENTS, LLC AT 650 COUNTY ROAD 396**

LOCATED AT LOT 2, RIVER RANCH SUBDIVISION EXEMPTION AMENDED FINAL
PLAT IN THE TOWN OF KREMMLING

WHEREAS, Cosie Holdings, LLC, represented by Coley Campbell of Patriot Portables and Events, LLC (the "Applicant"), requested a Use by Special Review Permit to allow the operation of a portable toilet business in the Mixed Use (MU) Zoning District located at 650 County Road 396 and legally described as Lot 2, River Ranch Subdivision Exemption Amended Final Plat to the Town of Kremmling, County of Grand, State of Colorado (the "Property"); and

WHEREAS, the Property is owned by Cosie Holdings, LLC, recorded under Parcel/Account No. R311355 (Parcel ID: 1441-171-04-002); and

WHEREAS, the Property is zoned MU (Mixed Use), and uses that may create an unusual traffic hazard or any objectionable noise, dust, vapor, fumes, odor, smoke, vibration, glare, or waste disposal problems are allowed in the Mixed Use Zoning District only by special review pursuant to Section 17.04.020.G.2.e of the Kremmling Municipal Code; and

WHEREAS, notice of a Public Hearing was sent to adjacent property owners via certified mail on June 26, 2026; posted on the subject property on June 23, 2026; and published in the Sky-Hi News and Middle Park Times on June 17, 2026; and

WHEREAS, the Planning and Zoning Commission conducted a Public Hearing on said application on July 8, 2026, at 6:00 p.m.; and

WHEREAS, the Planning and Zoning Commission has considered the criteria for special review set forth in Section 17.03.070 of the Kremmling Municipal Code and has determined that the proposed use satisfies the necessary standards: a. Is in conformance with the Town's current Comprehensive Plan; b. Is consistent and compatible with the character within the immediate vicinity of the lot and surrounding land uses; c. The location, size, design, and operating characteristics of the proposed use will have no significant adverse effect on visual characteristics, pedestrian and vehicular circulation, parking, trash, service delivery, noise, vibrations, and odor on surrounding properties; d. There are adequate public facilities to serve the proposed use including, but not limited to, roads, potable water, sewer, solid waste, parks, public safety services, drainage systems, and schools; and

WHEREAS, the Planning and Zoning Commission has determined that the proposed Special Review Use should be approved subject to the terms and conditions hereinafter set forth in the attached Exhibit "A."

NOW THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION FOR THE TOWN OF KREMMLING, COLORADO that a Special Review Use Permit shall be and is hereby granted to Patriot Portables and Events, LLC / Cosie Holdings, LLC to allow the operation of a portable toilet business in the Mixed Use (MU) Zoning District located at 650 County Road 396 under the terms and conditions set forth in the attached Exhibit "A".

Upon motion duly made, seconded, and carried, the foregoing Resolution was adopted this 9th day of September, 2026.

TOWN OF KREMMLING

By: _____
Paul Johnson, Chair

ATTEST:

Teagan Serres, Town Clerk

EXHIBIT "A"
RESOLUTION NO. 2026-09-01PZ

A. PERMITTEE:

Name: Patriot Portables and Events, LLC / Coley Campbell (Applicant) & Cosie Holdings, LLC (Owner)
Address: PO Box 295, Kremmling, CO 80459
Phone #: 970-708-2820
Email: cole.campbell@patriotportablesandevents.com

B. USES PERMITTED:

Operation of a portable toilet business, including storage of portable toilets, VIP trailers, vehicles, supplies, and temporary storage containers (conex box/office).

C. LOCATION OF PERMITTED USE:

Lot 2, River Ranch Subdivision Exemption Amended Final Plat, commonly known as 650 County Road 396, Kremmling, CO 80451.

Parcel ID / Account: R311355 (Parcel: 1441-171-04-002)

D. BEGINNING DATE OF PERMIT: July 8, 2026

ENDING DATE OF PERMIT: Conditional/Terminable upon cessation of specified business operations or unapproved ownership/operational transfer.

E. CONDITIONS OF PERMIT:

1. **Plan Alignment:** The proposed use in its proposed location will not conflict with the implementation of current adopted plans of the Town.
2. **Compatibility:** The use is compatible with surrounding land uses and the natural environment, and will not materially detract from the character of the immediate area or negatively affect the anticipated development or redevelopment plans for surrounding land uses.
3. **Impact Mitigation:** The location, size, design, and operating characteristics of the proposed use will have no significant adverse effect on visual characteristics, pedestrian and vehicular circulation, parking, trash, service delivery, noise, vibrations, and odor on surrounding properties.
4. **Public Facilities:** There are adequate public facilities to serve the proposed use including, but not limited to, public road, potable water, sewer, solid waste, parks, public safety services, drainage systems, and schools.

- 5. Zoning Compliance:** The proposed use satisfies any additional standards imposed by this Zoning Code.
- 6. Liquid Containment:** The Applicant shall provide for Town approval a plan for avoiding pooling liquid, or for proper containment of cleaning/washing liquids on-site.
- 7. Fencing and Screening:** The Applicant shall prosecute the Fence Permit application by obtaining Town approval for an allowed fencing material or submitting a screening plan; approved fencing or screening must be fully installed and completed by November 1, 2026.
- 8. Non-Transferability:** The Special Use Permit shall not create any property interest in the approval given, and shall not be transferable, assignable, or otherwise alienable by the current owner, or the current user, or the successors and assigns of either.
- 9. Recording Required:** The Special Use Permit shall be recorded with the Grand County Clerk and Recorder.
- 10. Right to Terminate:** If at any time the Property is not used for the permitted portable toilet business for a period of six consecutive months, or becomes used for any purpose other than permitted herein, the Town shall have the right to terminate the Special Use Permit.
- 11. Right to Suspend:** The Town shall have the right to suspend the Special Use Permit at any time upon investigation of complaints or noncompliance with the conditions of the Special Use Permit or any local, state, or federal law, or if the premises becomes a public nuisance.

F. APPLICABLE SECTIONS OF THE KREMMLING MUNICIPAL CODE:

- 17.03.070 - Application and approval of Use by Special Review.
- 17.04.020.G - Mixed Use Zone district standards.

G. DATE AND TIME OF APPROVAL:

Wednesday, July 8, 2026, at 6:00 p.m.

TOWN OF KREMMLING

BY: _____
Paul Johnson, Chair

ATTEST: _____
Jen MacPherson, Planning Director

DATE: _____

PERMITTEE:

BY: _____
Coley Campbell, Cosie Holdings, LLC

DATE: _____