

Boundary Adjustment

RECEIVED
9/29/25

TOWN OF HOTCHKISS

P.O. BOX 369
HOTCHKISS, COLORADO 81419
(970) 872-3663

SPECIAL ZONING USE REVIEW/ VARIANCE REQUEST APPLICATION

SPECIAL ZONING USE REVIEW

☐

\$35 VARIANCE REQUEST

☒

\$35

+ \$100-

(Applicant) Name (Last) DeField (First) Douglas

Telephone Number(s) 970-201-1391 Cell Phone(s) _____

Mailing Address First Baptist Church
Po Box 26, Hotchkiss Co 81419

(Property Owner) Name (Last) FBC (First) _____

(If different than applicant)

Telephone Number(s) 970 201 1391 Cell Phone Same

Mailing Address Po Box 26, Hotchkiss Co 81419

Property Address 203 W. Main St. Hotchkiss Co 81419

Application Date Sep 26, 2025

Planning Commission Hearing Date 10-22-2025

Council Hearing Date 11-13-2025

(From Hotchkiss Zoning Ordinance- it is recommended that if you have any questions that you review the complete ordinance)

Town Regulation Pertaining to Variance Request:

Hutchins Zoning Ordinance

Variance Request:

See Attach.

Would the granting of this variance adversely impact adjacent or neighboring residents or property owners?

See Attach

Variance Request

1. Site Plan

Any application for Variance that includes a new structure or improvement to an existing structure will require a site plan. Plans may be hand drawn but must be clearly written with accurate measurements indicated. The Site Plan may be submitted as two separate drawings or one drawing with an overlay.

- In addition to the site plan, a title policy shall be provided to the Town indicating that the property is free and clear of all ownership disputes, liens, or encumbrances, whatsoever, which would impair the property to be utilized for the uses approved. The title policy shall provide verification that all owners and lien-holders have signed the special review site plan. The title policy shall be effective within 24 hours after the date of approval by the Town Board. If the title policy is not provided to the Town Clerk within 7 days after action by the Town Board, the action by the Town Board shall be automatically voided.
- Other information as needed by the Town to analyze the feasibility and impact of the Variance Request, which may include, but not limited to, traffic analyses, soils or geological reports, or drainage and engineering studies.

2. Project Summary

Please answer only the questions that apply to your Variance request. Please type the answers neatly on a separate sheet(s) of paper and include the questions below as topic headings and attach it securely to this application. Any additional information, which would be beneficial in the consideration, may also be noted.

- Reason for Special Review/ Variance
- Current Zoning of Property
- What land boundary changes are necessary?
- What addition/changes to existing buildings/structures will be made?
- What new buildings/structures will be constructed?
- What additions/changes in utilities will be necessary? Including water, sewer, gas, and electric.
- Will property have Commercial/Private or Public Use?
- Anticipated traffic flow and volume?
- Detail the Safety and Disabled Access accommodations.
- Detail the possible environmental impact, such as noise, lighting glare, pollutants, etc.

3. Public Notice Requirements

All property owners within 200 feet of the property being reviewed shall be notified via certified mail by the Town Clerk's Office of a public hearing whereby the Planning and Zoning Commission shall consider this application.

All applications shall be filed at least 30 days in advance of the meeting at which they are to be considered by the Planning and Zoning Commission. Incomplete applications may result in denial of application acceptance and returned for completion, consequentially delaying hearings.

4. Acknowledgement to pay fees

This application must be completed and a fee of \$35.00 is assessed to cover the cost of correspondence, publication and certified mailings to property owners within 200 feet of said property. Payment must accompany this application.

Special Review

10.01 Intent. Each established zoning district is intended for a specific type or category of land use (e.g., single family dwelling in a R-1 district). However, there are certain uses, which may or may not be appropriate in a particular district depending on the situation. For example, the location, nature of the proposed use, character of the surrounding area, traffic capacities of adjacent streets, and potential environmental effects all may dictate that the circumstances of the development to be individually reviewed. The special review process is established to provide for these specific uses without establishing numerous separate zoning classifications. It is the intent of this chapter to provide a review of such uses so that the community is assured that the proposed uses are compatible with the location and surrounding land uses.

10.02 When allowed. Within each zoning district, certain land uses are permitted by right, by special review or prohibited. Special review uses may be permitted in designated districts upon review by the Planning and Zoning Commission and approval by the Town Board.

10.03 Site Plan and Supporting Documents. There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Clerk. The site plan shall be drawn in black ink on white paper or mylar. Following approval by the Town Board the applicant shall submit a reproducible copy of the original site plan to the Town for the Town's permanent records.

The special review application shall include the following: *(Type applicable items neatly on separate paper and attach to application)*

Checklist

1. The Site plan showing the location of all buildings, structures, and other improvements to be placed on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.
2. A legal description of the property.
3. All off-street parking and loading areas. (Consult off-street parking requirements chart)
4. The location of all ways for ingress and egress to all buildings, and parking areas.
5. Service and refuse collection areas.
6. Major screening proposals.
7. The size, shape, height, and character of all signs.
8. The area and location of all open space and recreation areas.
9. The location and type of outdoor lighting.
10. The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form showing the type of plant material, minimum size, and quantity. The approximate location of landscaping shall be indicated on the site plan.
11. The anticipated timetable for completion. If the project is to be completed in the phases then the data for completion of each phase shall be indicated.
12. All owners and lien-holders of the property shall sign the following agreement that will be placed on the original special review site plan.

The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Hotchkiss.

By Signing below, I acknowledge that I will be billed for any overages of costs incurred for this Special Review/Variance Request. I am aware that upon acceptance of the Special Review/Variance Request by the Planning and Zoning Commission and the Board of Trustees, a building permit must be applied for and approved by the building inspector, if applicable.

*****Completed Application with fee must be returned 30 days prior to meeting dates being set.***

Signed (Applicant) _____

Signed (Property Owner) _____

SIGNED (By Additional Lien Holder etc.) _____

The application with attached materials has been examined and has been determined to be complete, however additional information may be requested.

Town Clerk or Authorized Representative *Dwight R Reddick*

DATE *9/29/2025*

Property Owner Permission

(This document must be signed by property owner if owner is not the Applicant making the request)

I, Wesl DeFeld for Douglas DeFeld, owner of the property addressed

as _____, Do hereby, give my permission for

applicate listed above to apply for this request with my knowledge.

Mailing Address: _____

Phone Number: _____

E-mail address: _____

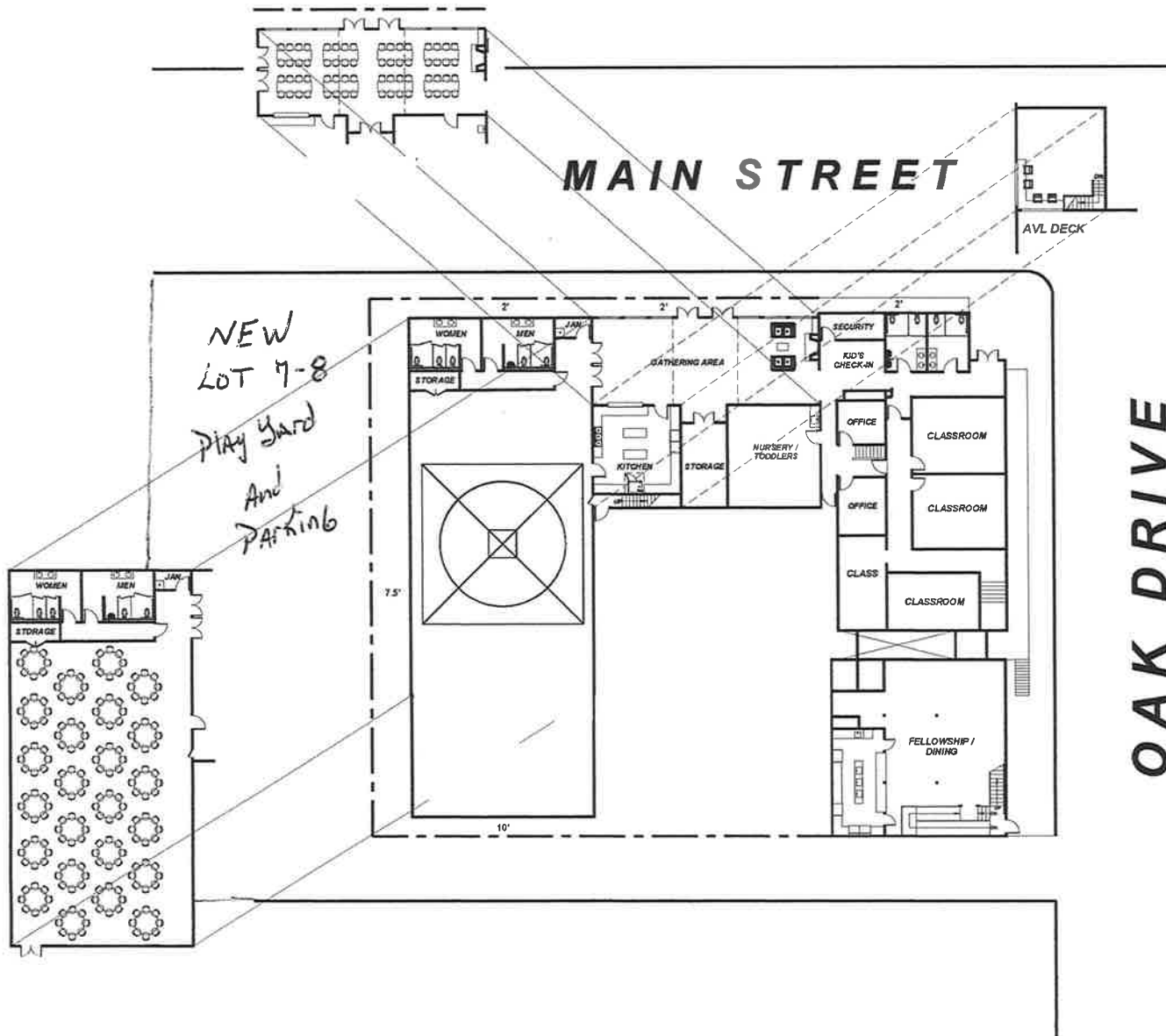
Signature of Property Owner: Wesl DeFeld

DATE: 9/26/22

Variance Request

- **Request:**
- First Baptist Church of Hotchkiss would like to adjust the boundary of the most recent adjustment (Lots 1-6) to include lot 7-8 for the purpose of constructing a new building across the 3 parcels (3-6) allowing room for a future playground and possible parking on lots 7-8). Recently lots 1-6 were adjusted and joined together. This far western parcel is an empty lot. South of the parcels is the alleyway and across the alley is the former shop/maintenance building. North of the parcels is West Main St. with residential lots on the north side of the street. East is North Oak Drive with a residential lot on the east side and the fuel station just south from there. The owner of the three parcels is First Baptist Church of Hotchkiss PO BOX 26 HOTCHKISS, CO 81419. Wilmore and Company (406 Grand Ave. Paonia, CO 81428) conducted the land survey regarding the most recent boundary adjustment of the properties. Another survey would be conducted for this boundary adjustment.
- We do not foresee that granting this variance would adversely impact adjacent or neighboring residents or property owners. This lot (7-8) used to have a residence on it that was recently moved to a new location.
- **Reason for Special Review/Variance**
 - First Baptist Church of Hotchkiss (FBC) is seeking to build onto the existing church structure. In the past FBC has been granted variances to build with the offsets being similar to the commercial zoning requirements. Approval of this variance would allow FBC to continue building with the same northern offset as the existing structure.
- **Current Zoning of Property**
 - R2
- **What new buildings/structures will be constructed?**
 - A new building will be constructed (see attached sight plan)
- **What additions/changes in utilities will be necessary?**
 - All utilities required are already present at the site
- **Will property have commercial/private or public use?**
 - Property will have Mixed Use consistent with the Town of Hotchkiss R2-MU Zoning description typically associated with church and private school activities.
- **Anticipated traffic flow and volume?**
 - Traffic flow is anticipated to be around 150-200 individuals Sunday mornings; 50-100 Sunday evenings; 50-100 on Wednesday evenings; and about 15-25 Tuesday-Friday related to the private school. All anticipated traffic flow will be along W Main St. and Oak Drive.
- **Detail the safety and disabled access accommodations.**
 - All access and facilities of the building will be ADA compliant

- Detail the possible environmental impact, such as noise, lighting glare, pollutants, etc.
 - All outdoor lighting will be hooded to minimize glare and reduce impact. Noise associated with outdoor recreational activities will be present; however, no anticipated increase is associated with the new development.



PHASE 1 FLOOR PLAN

