



March 26, 2024

Owner: BRIARGATE CHURCH- ASSEMBLY OF GOD  
Parcel Address: 9550 OTERO AVE  
Zoning: A  
Parcel: 6229007020

From: Kyle Fenner, Senior Planner  
To: Keith Moore, RMG Engineers & Architects, Applicant Representative

MEETING SUMMARY

Hello Keith –

I thought I would send a brief summary of our conversation along with the links promised.

As we discussed the subject property owned by Briargate Church - Assembly of God is currently zoned A (Agricultural) and it has an approved development plan that includes 2 phases of development for the church on the eastern half of the parcel.

The church would like to subdivide the property to create usable lots to sell.

To subdivide the property, it first must be rezoned as no new parcel with A zoning may be smaller than 10 acres. Zone district options are R-4, R-5, BP or MX-M (as described in the UDC). The current application for subdivision (SUBD-24-0033) will be put on hold at this time.

The first applications that should be submitted are a Zone Change (ZC) together with a Land Use Plan (LUP), which serves as the enabling document for the ZC. As promised, here are the links to the applications and checklists:

Zone Change/Zoning Map Amendment: [https://coloradosprings.gov/system/files/2024-02/34\\_zoning\\_map\\_amendment\\_application\\_requirements\\_10-09-2023.pdf](https://coloradosprings.gov/system/files/2024-02/34_zoning_map_amendment_application_requirements_10-09-2023.pdf)

Land Use Plan: [https://coloradosprings.gov/system/files/2024-02/20\\_land\\_use\\_plan\\_application\\_requirements\\_10-09-2023.pdf](https://coloradosprings.gov/system/files/2024-02/20_land_use_plan_application_requirements_10-09-2023.pdf)

Once these applications are in the pipeline an application to amend the current development plan (DP) may be submitted. It is important that the DP and the ZC

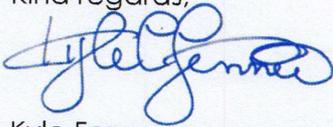
submittals are separated by a minimum of one cycle. This will be a major amendment to the approved DP because your intent is to create new lots.

Here is the link to the Major Modification to a DP checklist:

[https://coloradosprings.gov/system/files/2024-02/08\\_major\\_modification\\_to\\_development\\_plan\\_application\\_requirements\\_10-09-2023.pdf](https://coloradosprings.gov/system/files/2024-02/08_major_modification_to_development_plan_application_requirements_10-09-2023.pdf)

I believe that covers it for now. Don't hesitate to reach out if you have any questions.

Kind regards,

A handwritten signature in blue ink, appearing to read "Kyle Fenner", written in a cursive style.

Kyle Fenner  
Senior Planner