



November 21, 2025

Tim McConnell
Drexel Barrell
101 Sahwatch St, STE 100
Colorado Springs, CO 80903

RE: Review Comments
Willow Springs Ranch West Annexation

Dear Mr. McConnell,

The Town of Monument Planning Department has completed its review of your request for the Annexation and has the following comments. The applicant shall make the necessary changes or additions as requested below.

E911 Authority

- Comments for E911 reserved until names are submitted for internal development.
- Streetnaming information (criteria, existing/reserved names) can be found at:
<https://www.elpasoteller911.org/street-emergency-number-databases>

El Paso County letter attached.

MVEA letter attached.

Monument Fire

- This development will fall within the Wildland Urban Interface according to the state map (see attachments) and will be subject to the Colorado Wildfire Resiliency Code if permitted after 7/1/2026.
- Fire Department will require review of roadways for fire department access and fire hydrant location(s) when site plan is submitted.
- Fire Department fees will apply in addition to Town of Monument fees.

IMEG letter attached (Town Engineer).

Based on the contents of the application and the comments above, this project is not ready to move forward to the Planning Commission and Town Council for public hearing and consideration.

Please let me know if you have any questions regarding the comments mentioned above, or on the attached documents. Please revise the documents as noted and email the Planning Department or upload them into the Town's development review program, Community Core ([Permits | Monument, CO \(townofmonument.org\)](http://Permits | Monument, CO (townofmonument.org))).

Sincerely,

TOWN OF MONUMENT

**Development Review Comments
Willow Springs Ranch West**

November 21, 2025

Rey Medina

Rey Medina
Planner

Att. El Paso County Comment Letter
MVEA Comment Letter
IMEG Comment Letter

Meggan Herington, AICP, Executive Director
El Paso County Planning & Community Development
O: 719-520-6300
MegganHerington@elpasoco.com
2880 International Circle, Suite 110
Colorado Springs, CO 80910

Board of County Commissioners
Holly Williams, District 1
Carrie Geitner, District 2
Stan VanderWerf, District 3
Longinos Gonzalez, Jr., District 4
Cami Bremer, District 5

November 14, 2025

El Paso County File: ANX2511

RE: Willow Springs Ranch West Annexation

To: Rey Medina, rmedina@tomgov.org

DEPARTMENT OF PUBLIC WORKS ENGINEERING AND STORMWATER DIVISIONS

EPC Engineering has the following comments:

1. County would request that the ROW for the new road connecting to Forest Lakes Drive be part of the annexation, this would allow continuous roadway for operation and maintenance for Town of Monument as opposed to a short stretch of road for county maintenance.
2. Please provide a copy of the Traffic Report, when provided, to determine impacts to county roads.
3. County access permit will be required for connection to county road.
4. Please provide a copy of the drainage report, when provided, to ensure there are no negative impacts to county storm infrastructure.

Reviewed by:

Charlene Durham, P.E.

charlenedurham@elpasoco.com

EPC Stormwater Review 1: EPC DPW Stormwater has no comments on this annexation application but has the following comments on potential future projects: Once the development of the property progresses, please provide a drainage report and construction drawings to El Paso County for an outside agency review of potential impacts to El Paso County stormwater. Ensure the proposed detention pond has a suitable outfall and document if the project will have

Meggan Herington, AICP, Executive Director
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stormwater runoff to El Paso County jurisdiction.

Reviewed by:
Mikayla Hartford, P.E.
Engineer - Stormwater
719.339.5053
MikaylaHartford@elpasoco.com

PLANNING AND COMMUNITY DEVELOPMENT DIVISION

EPC Planning Review 1: The Annexation Impact Report will be presented to the Board of County Commissioners prior to the Town of Monuments public hearing before city council. Staff has the following comments:

1. The proposed annexation would result in creating County enclave within the Town of Monument which may have little or no possibility of future annexation. To avoid this while still proceeding with the annexation, it is recommended that Parcel No. 7127001016 be included in the annexation.
2. The proposed annexation is in conflict with the Your El Paso County Master Plan which identifies this parcel as a "Rural Placetype". Appropriate land uses include agricultural or large lot rural estates. The proposed density does not fit within this Placetype.
3. We request the opportunity to review and comment on future development applications if this annexation is approved.

Reviewed by:
Maria Lancto, AICP
Senior Planner
719-520-6447
marialancto@elpasoco.com



Nov 18, 2025

Ray Medina
Town of Monument Planning
645 Beacon Lite Road,
Monument, CO 80132

SUBJECT: Engineering Review Comment
Mountain View Electric Association Inc. (MVEA)

To Town of Monument Planning:

MVEA has these comments about the following:

Project Name: Willow Springs Ranch West Annexation

Project Number:

Description: Proposed development of 38 residential lots located near Rickenbacker Ave. in Township 11S, Range 67W, Section 27.

This area is within Mountain View Electric Association, Inc. certificated area. MVEA currently serves this parcel according to our Line Extension Policy. Information concerning connection requirements, fees, and upgrades under MVEA's Line Extension Policy can be obtained by contacting MVEA's Engineering Department.

MVEA requests a ten (10) foot front, side, and rear lot utility easements on the plat. MVEA also requests the platting of MVEA's existing facilities with easements on the plat. Additional easements may be required.

MVEA has existing electric and/or broadband facilities near and within this parcel of land. If there is any damage, removal or relocation of facilities it will be at the expense of the applicant.

If additional information is required, please contact me at (719) 494-2699. Our office hours are 7:00 a.m. to 5:30 p.m., Monday – Thursday.

Sincerely,

Samantha Sherman

Samantha Sherman
Engineering Administrative Supervisor

This Association is an equal opportunity provider and employer.





Date: Tuesday, November 18, 2025
To: Town of Monument Planning Department
Attn: Rey Medina
From: Taylor Goertz, PE, IMEG
Shelley Cobau, CFM, IMEG
RE: Willow Springs Annexation, Submittal 1

IMEG has reviewed the 1st Submittal of documents for the referenced project for compliance with pertinent aspects of the Town's Title 18 Land Development Code (LDC), the Town's Roadway Design and Technical Review Criteria (RDTTC), the City of Colorado Springs Drainage Criteria Manual (COSDCM) and the El Paso County Drainage Criteria Manual (EPCDCM).

The following documents were provided and reviewed:

- Annexation Checklist, dated 10/23/2025, completed by Tim McConnell of Drexel Barrell
- Exhibit A, Legal Description of Willow Springs Ranch Annexation
- Willow Springs Ranch West Annexation Plat, dated 10/01/2025, prepared by Drexel Barrell
- Proposed Willow Springs Ranch Conceptual Land Use Plan, dated 10/14/2025 prepared by Drexel Barrell
- Pre-Annexation Narrative/Project Statement dated 10/16/2025, prepared by Drexel Barrell
- Will Serve Letter dated 10/20/25, signed by Division Chief Jonathan Bradley, for the Monument Fire District
Will Serve Letter dated 10/21/2025 signed by Laura Hutson for the Monument Valley Electric Association
- Petition for Annexation, dated 10/23/25 signed by Randall Oleary
- Title Policy valid through 4/30/25

Missing Documents:

- Annexation Impact Report
- Correspondence from Monument Sanitation District
- Environmental Compliance Approach Letter referred to in the Pre-Annexation Narrative
- Water Rights and Conveyance Documents, the Applicant has indicated the site will be served by the Town of Monument; water rights and conveyance documents must be provided to Town of Monument .

Additional Documents needed:

- Traffic Impact Analysis

We offer the following summary and overall comments:

1. SITE LOCATION and TOPOGRAPHY

The 39.6-acre site is located north of Forest Lakes Drive and west of Willow Ranch Road. The site has areas of slope in excess of 30% and from west to east slopes toward Monument Creek, which meanders through the site along the eastern boundary. At its highest point along the western boundary, the property is approximately 100' above the flowline of Monument Creek.

2. PUBLIC WATER

The application proposes that the site will connect to Town of Monument water via a connection at Willow Springs Ranch Filing 2. The proposed connection point has not been indicated in the submitted information.

3. WASTEWATER

The project will be served by the Monument Sanitation District with gravity flow to the existing lift station near Willow Ranch Road in the Willow Springs Ranch Development. A Will Serve Letter from the Monument Sanitation District has not been provided, which is required per the Town's Annexation Checklist. It is assumed that the Monument Sanitation District will ensure that the existing lift station and force main delivering wastewater to the treatment facility has the capacity needed to serve this development. If the lift station and/or force main are undersized, this development would need to provide any required system upgrades.

4. STORMWATER MANAGEMENT

The site includes a reach of Monument Creek and lies within the FEMA regulatory floodway and regulatory flood fringe associated with this conveyance. Approximately 16 acres (nearly half) of the site is impacted by the presence of floodplain. Placement of fill in these areas must follow federal regulations, and increases to the base flood elevation are prohibited in the floodway, and only allowed in the fringe if it can be demonstrated through detailed analysis that the BFE will not be increase by more than 1 foot at any point in the community. A Floodplain Development Permit, secured from the PPRBD will be required prior to construction activity of any kind within the regulatory floodplain. The proposed detention pond cannot be sited inside the floodplain, and outlet works must be designed to outlet above the 100-year HGL associated with Monument Creek at the outlet point. Any utilities serving the property that cross into the regulatory floodplain must be protected from scouring and infiltration of floodwater.

5. RIPARIAN HABITAT and WETLANDS

The site has areas of designated wetlands and Preble's Jumping Mouse habitat. This is acknowledged by the Applicant in the Pre-Annexation narrative, however the Environmental Compliance Approach Letter referred to in the narrative has not been submitted. The narrative



states that these areas will be avoided through 40 percent of the site remaining as open space which demonstrates an early interest in habitat and wetland preservation.

6. ACCESS

Primary site access is described as via an existing right-of-way that runs along the western boundary of Willow Springs Ranch Filing 2, and proposes modifications to the intersection of Channel Island Drive to a right in/right out only intersection, with the new intersection approximately 170' to the west providing full movement for the Willow Springs Ranch Filing 2 residents and for the proposed 38 new lots.

Secondary emergency access is proposed to connect to Rickenbacker Avenue on the project's western boundary. Rickenbacker Avenue lies inside the jurisdictional boundary of El Paso County, so this connection will require County approval.

7. FIRE PROTECTION

The Applicant has provided a letter from the Monument Fire District indicating that District serves this area.

8. Document Specific Comments

- a. All signatures and surveyor's professional seal must be provided on the Annexation Plat.
- b. Reference(s) to Willow Ranch Drive in the Pre-Annexation Narrative, must be corrected to Willow Ranch Road.
- c. Points of proposed connection for water and wastewater must be provided on the Conceptual Land Use Plan.
- d. The water dedication from the Polo Brown Company must be provided and the dedication signed on the Plat.
- e. Be advised that the lender of the Deed of Trust will need to sign off on this annexation.
- f. Correct the name of Willow Springs Ranch Filing No. 2 on Sheet 1, there appears to be a typo.
- g. The reference to the public right-of-way on the west side of Willow Springs Ranch Filing No. 2 needs to be made darker in order to be visible.



RECOMMENDATION

The Applicant will need to address comments and modify the application as indicated herein. Please note that additional comments may be forthcoming upon resubmittal.

If there are any questions regarding any of the comments provided, or if further clarification is desired, please reach out to the Town's Planning Department in order to get a meeting scheduled.

Sincerely,

A handwritten signature in black ink, appearing to read "T C Goertz".

Taylor C. Goertz, P.E.
Town Engineer, Town of Monument, CO

Cc: Dan Ungerlieder, Planning Department Director

Sc/TG

