

NORWOOD PLANNING AND ZONING / BOARD OF ADJUSTMENTS

Monday, March 16, 2026
Regular Session 6:30 p.m.
NORWOOD COMMUNITY CENTER
1670 Naturita St, Norwood, CO 81423 - And - Via Zoom

MINUTES

<https://us02web.zoom.us/j/85001344971>

Meeting ID: 850 0134 4971

Passcode: 8142302

Call Regular Meeting To Order

This Planning and Zoning / Board of Adjustments Regular Meeting was called to order by Bronwen Spielman at 6:32 pm.

Board Attendance:

Mayor Pro-Tem – Shawn Fallon - Present
Norwood Fire Chief – John Bockrath – Absent
Member – Kerry Welch – Present
Member – Nancy Willis – Present
Member – Isabella James – Absent
Member – Jenny Wheeler – Absent
Member – Mark Eckard – Present
Member Brian DiPaola – Present
Member – Bronwen Spielman - Present

Staff Attendance:

Administrative Director – Sara Owens – Present
Public Works Director – Randy Harris – Absent
Town Clerk – Cidney Ross – Present

Public Attendance:

None

Public Comment For Items Not On The Agenda

None

Consent Agenda

1. Minutes from February 17, 2026

MOTION: Nancy Willis motioned to approve the minutes from February 17, 2026. Mark Eckard seconded the motion. All voted, motion carried.

Board Business Agenda

- 1. Dark Sky Coalition Update**

No representative appeared at the meeting. The board agreed to table until April.

- 2. San Miguel County Building Department Code Updates**

Nancy Willis provided updates on building code matters, including the adoption of the Colorado Wildfire Resiliency Code by the Planning Commission, which will be presented to the BOCC on April 1st for enforcement starting July 1, 2026. The discussion also covered building permit processes, with fees going to San Miguel County while application fees remain with Norwood, and the implementation of a new SmartGov system to streamline permit applications. The meeting

discussed wildfire resiliency requirements for buildings, including the need for Class A fire resistance materials and significant setbacks from homes.

3. Land Use Code Progress Update

Town reported successfully uploading all necessary documents to KLJ for the land use code analysis, which is currently in the early phases. Town also announced that \$50,000 in incentive funds from Prop 123 would be applied toward updating the master plan, with KLJ set to begin work in June and complete the updates within a year.

Nancy Willis included an announcement about a joint work session between the VOCC and San Miguel Planning Commission scheduled for Thursday, March 26th, which will discuss accelerated review processes under Proposition 123. Town noted that the meeting would be live-streamed and recorded for those unable to attend during spring break. No other business was discussed before the meeting was adjourned.

4. Land Use Code Board Feedback and Suggestions

The meeting focused on land use code discussions, particularly regarding sidewalks and pedestrian-friendly development. Town expressed interest in addressing sidewalk issues across different areas, noting challenges with older developments and tree-related infrastructure problems. The discussion included details about a Safer Routes to School project that had secured a CDOT grant of approximately half a million dollars, but the total cost was projected to exceed \$1.5 million due to CDOT standards requirements. Due to changes in school location plans, the project scope was scaled back to focus only on sidewalks directly in front of the current school, with funding adjustments needed to reallocate resources from the original grant matching line item. The meeting focused on land use code discussions and enforcement challenges. Town expressed concerns about sidewalk maintenance, tree placement near developments, and the need for better coordination between planning and water/sewer services. The group discussed enforcement limitations under the new IGA with the county, noting that the county cannot issue stop work orders and that effective enforcement would require updates to municipal codes and potentially hiring a code enforcement officer. The discussion concluded with a wish to make the land use code more friendly to encourage economic growth in the town.

Adjourn

MOTION: Mark Eckard motioned to adjourn the Planning and Zoning Commission / Board of Adjustments Regular Meeting at 6:59 pm. Kerry Welch seconded the motion. All voted, meeting is adjourned.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED:

Minutes Taken by: Cidney Ross, Town Clerk



PO Box 528; 1670 Naturita St, Norwood, CO 81423

Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

PERMIT and DEVELOPMENT APPLICATION

Zone District: R-1 - Residential B-1 - Business District MD - Medium Density District
 I - Industrial District P - Public District MH - Mobile Home District A - Agriculture

Legal Description: LOT 1 COTTONWOOD CREEK ESTATES TRACT B SUBDIVISION LOC IN NW4 SEC 27 45N 13W NMPM ACC TO PLAT REC 08 29 2023 AT 482088 IN RECORDS OF SMC CLRK AND RCDR CO

Property Owner (Attach Proof of Ownership): Norwood School District R-2J

Property Street Address: 2028 Maverick Way, Norwood, CO 81423

PROPERTY OWNER:

Name: Norwood School District R-2J Phone Number: 970-327-4336

Mailing Address: PO Box 448, Norwood, CO 81423 Email: Todd Bissell <todd.bissell@norwoodk12.org>

PRIMARY CONTACT: (if other than owner, attach OWNER AGENT AUTHORIZATION FORM

Name: Todd Bissell Phone Number: 970-729-9131

Mailing Address: PO Box 448, Norwood, CO 81423 Email: todd.bissell@norwoodk12.org

TYPE OF APPLICATION REQUESTED (choose below)

- | | Fees |
|--|---------|
| <input checked="" type="radio"/> Application and/or Approval for Building Permit | \$50.00 |
| <input type="radio"/> Pre-application Conference with Staff | _____ |
| <input type="radio"/> Subdivision/PUD | _____ |
| <input type="radio"/> Pre-application Conference | _____ |
| <input type="radio"/> Work session with P&Z and/or Staff | _____ |
| <input type="radio"/> Sketch Plan | _____ |
| <input type="radio"/> Preliminary | _____ |
| <input type="radio"/> Final Platt | _____ |
| <input type="radio"/> Annexation Application | _____ |
| <input type="radio"/> Rezoning Application | \$150 |
| <input type="radio"/> Replats or Plat Amendment | _____ |
| <input type="radio"/> Variances/Special or Conditional Use Permits | _____ |
| <input type="radio"/> Board of Adjustment Review/Appeal | _____ |
| <input type="radio"/> Master Plan Amendment | _____ |
| <input type="radio"/> Code Interpretations | _____ |
| <input type="radio"/> Land Use Code Amendments | _____ |
| <input type="radio"/> Special Exception | _____ |
| <input type="radio"/> Work Session with board/commission | _____ |

- Building Permit Authority is Colorado Department of Fire Preventior and Control

Existing Use/s: Disc golf and open space

Proposed Use/s (with square footage): New PK-12 School - 71,160 SF

Lot Size: 17.288 Acres Proposed Building Height: 40 feet # Off-Street Parking Spaces: 173

Proposed Set Backs – Front: 54'-6" Side: 68'-6" & 97' Back: 904'

Proposed Fencing Height – Front: N/A Side: N/A Back: N/A

Water Commission Approval (provide proof): Yes No N/A

Sanitation District Approval (provide proof): Yes No N/A



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Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

APPLICANT SHALL ATTACH COMPLETE SITE AND ACCESS PLAN WITH MEASUREMENTS

By signing this application, I understand and agree that I am responsible for paying town legal fees, planning fees and other applicable fees as set forth in the **Land Use Code and Land Use Fee Ordinance No. 0611 Series 2021**. I hereby certify, subject to penalty of perjury, that the application submitted is true and accurate to the best of my knowledge and that I understand all provisions of County, Town, and State codes applicable to the proposed development, any and all conditions placed upon the proposed development by Norwood Board of Trustees, or its staff and all information requested by this document. I also understand that if I violate any applicable provisions of County, Town, and State codes, easement access, and right of way, I will be required to remedy such violation(s) through appropriate legal process imposed by the County, Town, or State, including moving, removing, and replacing structures and ceasing of construction and/or uses at the cost of the applicant or owner.

Signature of Applicant: Todd L. Bess

Date: 02/03/2026

----- (Below for Town of Norwood Use Only) -----

Date Rec'd:	Amount Rec'd:	Check No:	Rec'd By:
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TOWN PLANNER/ADMIN SHALL VERIFY COMPLIANCE:

APPLICATION COMPLETE: Yes No (return to applicant)

ARE PROPOSED USES/CHANGES WITHIN THE TOWN OF NORWOOD LAND USE CODES AND GUIDELINES?

USE HEIGHT SETBACKS PARKING SPACES

Comments: _____

SHOULD APPLICATION BE CONSIDERED?

Yes No N/A
Pre-App Conference Needed? Yes No

Comments: _____

Signature of Town Planner/Admin: _____

Date: _____

SENT TO COUNTY ON:	SENT BY:
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----- (Below for San Miguel County Building Official Use Only) -----

IF THE BUILDING OFFICIAL AUTHORIZES, APPLICATION(S) FOR A BUILDING PERMIT THAT CONFORM MATERIALLY WITH ALL INFORMATION PROVIDED ABOVE MAY BE SUBMITTED TO THE BUILDING DEPARTMENT. THE BUILDING DEPARTMENT SHALL SEND A "CERTIFICATE OF OCCUPANCY" OR DOCUMENTATION SHOWING THE CONSTRUCTION HAS BEEN MADE TO THEIR STANDARDS ONCE COMPLETE.

SHOULD BUILDING PERMIT BE APPLIED FOR: Yes No

COUNTY BUILDING PERMIT NUMBER (once issued): _____

Comments: _____



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Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

PERMIT and DEVELOPMENT APPLICATION

Change to Public District in process

Zone District: R-1 - Residential B-1 - Business District MD - Medium Density District
 I - Industrial District P - Public District MH - Mobile Home District A - Agriculture

Legal Description: _____

Property Owner (Attach Proof of Ownership): _____

Property Street Address: _____

PROPERTY OWNER:

Name: _____ Phone Number: _____

Mailing Address: _____ Email: _____

PRIMARY CONTACT: (if other than owner, attach OWNER AGENT AUTHORIZATION FORM

Name: _____ Phone Number: _____

Mailing Address: _____ Email: _____

TYPE OF APPLICATION REQUESTED (choose below)

Fees

- Application and/or Approval for Building Permit \$25, per Land Use Application Fees ~~\$50.00~~
- Pre-application Conference with Staff _____
- Subdivision/PUD -
 - Pre-application Conference _____
 - Work session with P&Z and/or Staff -
 - Sketch Plan _____
 - Preliminary -
 - Final Platt _____
- Annexation Application -
- Rezoning Application _____
- Replats or Plat Amendment -
- Variances/Special or Conditional Use Permits _____
- Board of Adjustment Review/Appeal -
- Master Plan Amendment _____
- Code Interpretations -
- Land Use Code Amendments _____
- Special Exception -
- Work Session with board/commission _____

Existing Use/s: _____

Proposed Use/s (with square footage): _____

Lot Size: _____ Proposed Building Height: _____ # Off-Street Parking Spaces: _____

Proposed Set Backs – Front: _____ Side: _____ Back: _____

Proposed Fencing Height – Front: _____ Side: _____ Back: _____

Water Commission Approval (provide proof): Yes No N/A _____

Sanitation District Approval (provide proof): Yes No N/A _____



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Signature of Applicant: Todd L. Basill

Date: 04/10/26

----- (Below for Town of Norwood Use Only) -----

<u>Date Rec'd:</u>	<u>Amount Rec'd:</u>	<u>Check No:</u>	<u>Rec'd By:</u>
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TOWN PLANNER/ADMIN SHALL VERIFY COMPLIANCE:

APPLICATION COMPLETE: Yes No (return to applicant)

ARE PROPOSED USES/CHANGES WITHIN THE TOWN OF NORWOOD LAND USE CODES AND GUIDELINES?

USE HEIGHT SETBACKS PARKING SPACES

Comments: _____

SHOULD APPLICATION BE CONSIDERED? Yes No N/A
Pre-App Conference Needed? Yes No

Comments: _____

Signature of Town Planner/Admin: _____ Date: _____

<u>SENT TO COUNTY ON:</u>	<u>SENT BY:</u>
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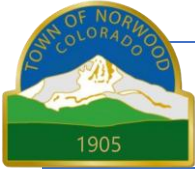
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SHOULD BUILDING PERMIT BE APPLIED FOR: Yes No

COUNTY BUILDING PERMIT NUMBER (once issued): _____

Comments: _____



NORWOOD WATER COMMISSION
NORWOOD SANITATION DISTRICT

PO Box 528; 1670 Naturita St, Norwood, CO 81423

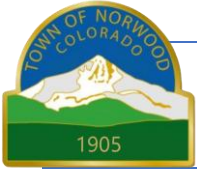
Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

To Whom it May Concern:

The Norwood Sanitation District has reviewed the request by Norwood School District R-J2 for connection to its municipal sewer system. Based on the information provided, the proposed service appears to meet current system requirements and is conditionally approved, subject to compliance with all NSD specifications, standards, permits, inspections, and system capacity. This approval does not constitute final construction authorization and remains subject to the authority of the Norwood Sanitation District and its governing body.

Sincerely,

Randy Harris
Public Works Director
970-729-0112
Harris@norwoodtown.com



NORWOOD WATER COMMISSION
NORWOOD SANITATION DISTRICT

PO Box 528; 1670 Naturita St, Norwood, CO 81423

Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

To Whom it May Concern:

The Norwood Water Commission has reviewed the request by Norwood School District R-J2 for connection to its municipal water system. Based on the information provided, the proposed service appears to meet current system requirements and is conditionally approved, subject to compliance with all NWC specifications, standards, permits, inspections, and system capacity. This approval does not constitute final construction authorization and remains subject to the authority of the Norwood Water Commission and its governing body.

Sincerely,

Randy Harris
Public Works Director
970-729-0112
Harris@norwoodtown.com

Norwood Building

Directi Name

North 11852 East 16th Avenue Partners Ltd

North Cottonwood Creek Estates LLC

North Cottonwood Creek Estates LLC

North Cottonwood Creek Estates LLC

North Cottonwood Creek Estates LLC

North Cottonwood Creek Estates LLC

North Cottonwood Creek Estates LLC

West District R2J Public Library No. 2

West Town of Norwood (several parcels)

West Gaz Elisabeth

West San Miguel County Colorado

West Ladd Daniel

West Lopez Mateo Gregorio

West Forsythe Elizabeth Anne

West Dann Erin

West Kilgore Turner

West McCormick Jacqueline

West Smith Krystina Retta

West Cook Rachel

West Griebe Stephanie

West Snyder Mark

West Kirkwood Marcus

West Lutsic Thomas Drew and Bond Laney
Leigh

West Serrano Jesse

West Thomas Jennie

West San Miguel County

East 8K Holdings LLC

East Johnson Stephen B and Johnson
Christine W

South Mock B and S Family Trust

South Mex & Sons LLLP

| Site Neighbors

Parcel Address

Two Parcels

1530 Kiwi Street, Norwood, CO 81423

1540 Kiwi Street, Norwood, CO 81423

1610 Kiwi Street, Norwood, CO 81423

1620 Kiwi Street, Norwood, CO 81423

1630 Kiwi Street, Norwood, CO 81423

1640 Kiwi Street, Norwood, CO 81423

1455 S. Pinion Street, Norwood, CO 81423

Parcel 429527200101 & 429527200010

1505 Juniper Street, Norwood, CO 81423

1515 Juniper Street, Norwood, CO 81423

1525 Juniper Street, Norwood, CO 81423

1535 Juniper Street, Norwood, CO 81423

1545 Juniper Street, Norwood, CO 81423

1555 Juniper Street, Norwood, CO 81423

1510 S. Pinion Street, Norwood, CO 81423

1520 S. Pinion Street, Norwood, CO 81423

1530 S. Pinion Street, Norwood, CO 81423

1540 S. Pinion Street, Norwood, CO 81423

1550 S. Pinion Street, Norwood, CO 81423

1560 S. Pinion Street, Norwood, CO 81423

1435 Paradox Street, Norwood, CO 81423

1445 Paradox Street, Norwood, CO 81423

1455 Paradox Street, Norwood, CO 81423

1465 Paradox Street, Norwood, CO 81423

Parcel 429527200126

Parcel 429527100007

1700 S Market Street, Norwood, CO 81423

Parcel 429527301001

993 County Road 43Z S, Norwood, CO 81423

Mailing Address

9655 E 25th Avenue, Ste 101, Aurora, CO 80010

102 N Cascade Avenue Ste 250, Colorado Springs, CO 80903

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PO Box 127, Norwood, CO 81423

Norwood Town Hall, PO Box 528, Norwood, CO 81423

POB 299, Telluride, CO 81435-0299

POB 1170, Telluride, CO 81435-1170

415 Mountain Village Blvd, Unit 9302, Telluride, CO

PO Box 3392, Telluride, CO 81435-3392

POB 3306, Telluride, CO 81435-3306

POB 1074, Norwood, CO 81423-1050

POB 206, Norwood, CO 81423-0206

POB 514, Telluride, CO 81435-0514

POB 674, Norwood, CO 81423-0674

POB 1024, Norwood, CO 81423-1024

POB 1402, Norwood, CO 81423-1402

POB 49, Telluride, CO 81435-0049

POB 234, Norwood, CO 81423-0234

POB 357, Rico, CO 81332-0357

POB 773, Nucla, CO 81424-0773

POB 1231, Norwood, CO 81423-1231

PO Box 1170, Telluride, CO 81435

PO Box 133, Norwood, CO 81423

POB 1153, Norwood, CO 81423-1153

PO Box 556, Nucla, CO 81424

POB 126, Norwood, CO 81423-0126

Notes

Matches CO SOS Biz Filing

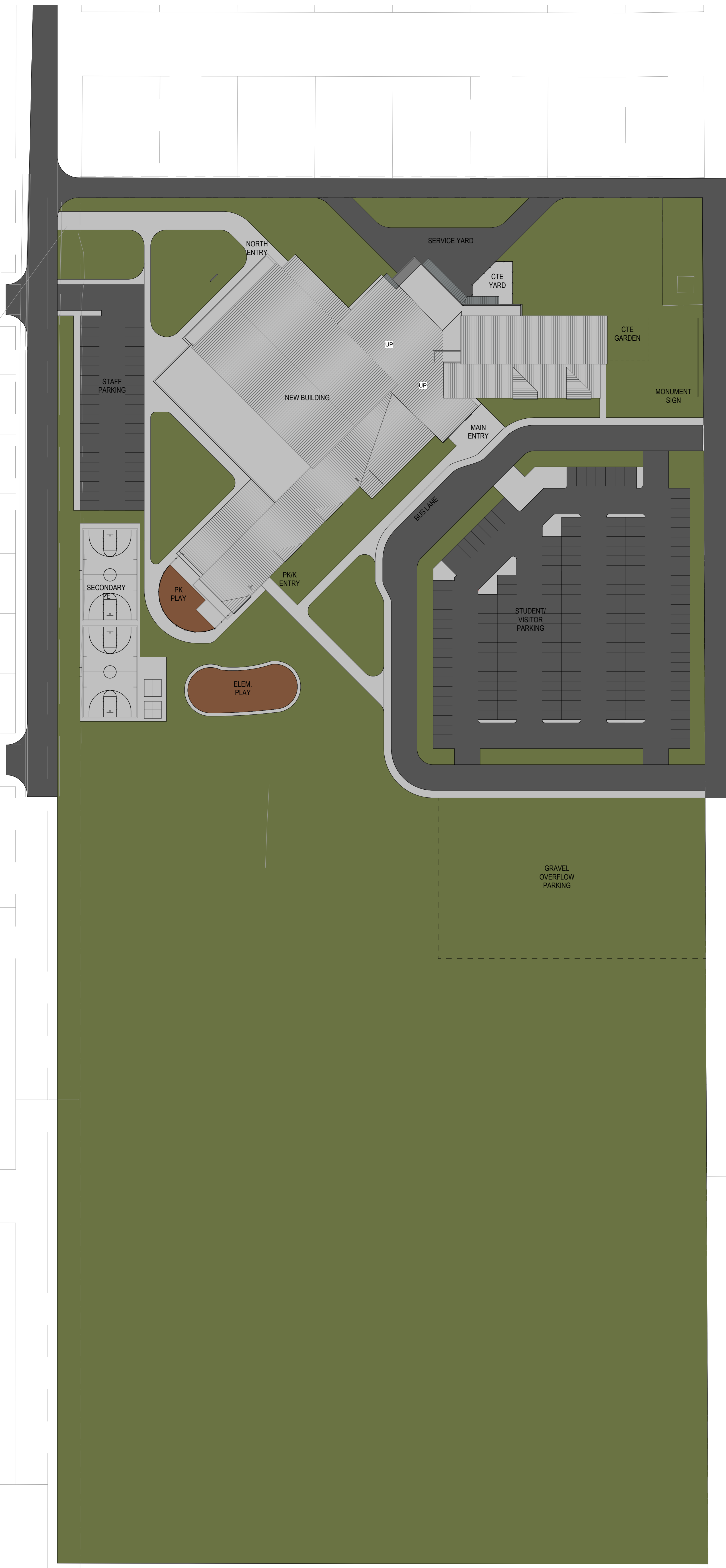
Matches CO SOS Biz Filing - Combine into one

Matches Lone Cone Library Website

Maybe address as "ATTN: Attorney's Office"

Matches CO SOS Biz Filing

Matches Company's mailing address on CO SOS Biz Filing but RA has a different address



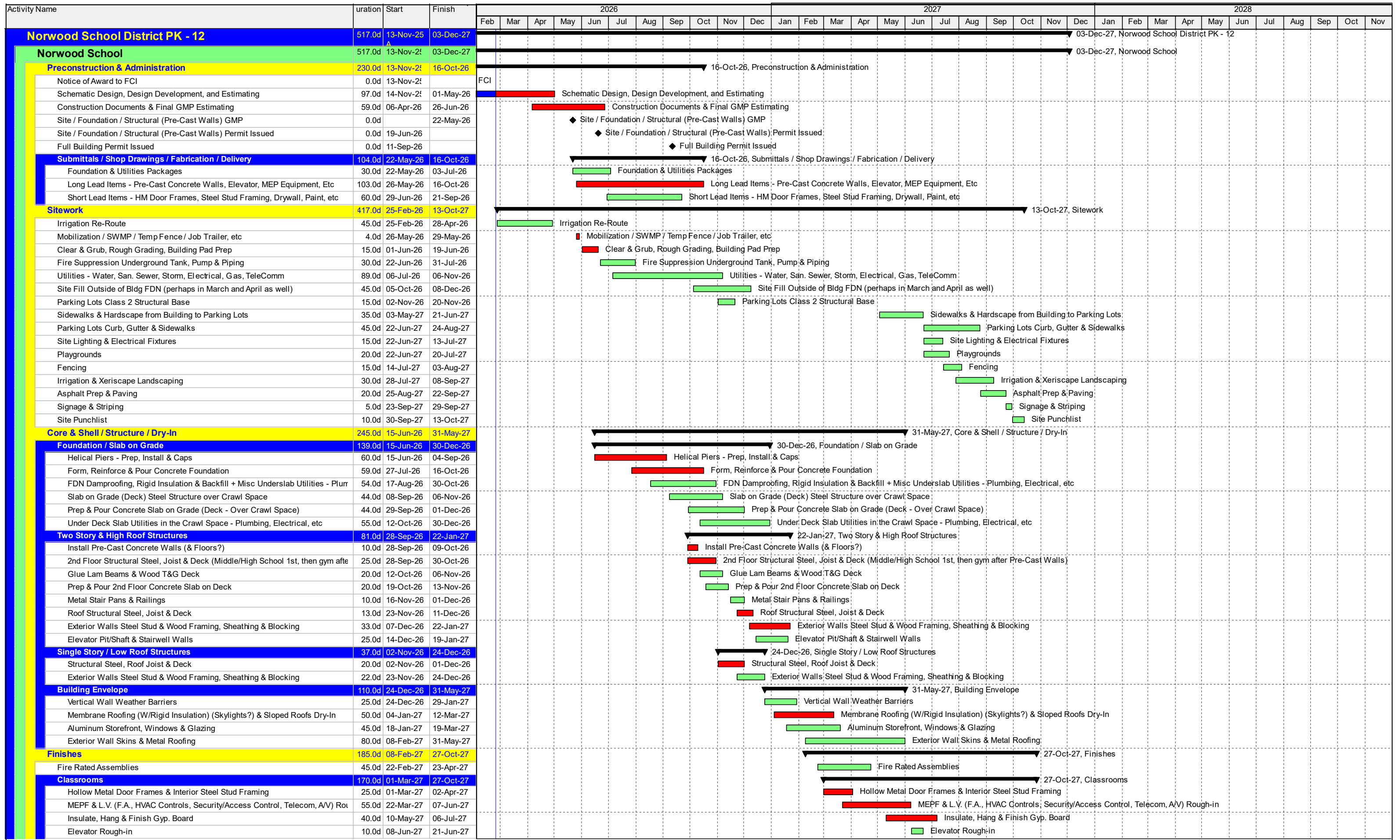
Site Plan

NORWOOD SCHOOL DISTRICT - PRE-K-12
 PINION PARK - NORWOOD, COLORADO

2.2.2026



Architecture
 Interior Design
 Project Management
 422 Bond Avenue
 Grand Junction, CO 81501
 970-242-1858 office
 BLYTHE GROUP + CO.



█ Actual Work
 █ Critical Remaining Work
 Summary
█ Remaining Work
 ◆ Milestone

