

## TOWN OF GREEN MOUNTAIN FALLS PLANNING COMMISSION MEETING

May 28, 2019 6:30 PM

#### **AGENDA**

- I. CALL TO ORDER
- II. Additions, Deletions, & Corrections to the Agenda
- III. APPROVAL OF MINUTES
  - a. 23 April 2019, edited
  - **b.** 14 May 2019 Meeting Minutes
- IV. PUBLIC INPUT
- V. New Business
  - **a.** Comprehensive Plan 2020 Update Presentation and Discussion Following Open House at Town Hall, 10 AM 5 PM, Logan Simpson Planning Consultants
  - **b.** Plan Review PR 2019-011 Deck Replacement Scott Johnson, Complete Home Remodeling and Repair LLC on behalf of Frank and Betty Borelli, Owners
- VI. OLD BUSINESS
  - a. Plan Review PR2019-009 Presentation on Findings of Site Visit (Commissioner Blasi) Carport 10971 Iona Ave., Larry Nienhueser, Owner (Action Postponed 14 May 2019)
  - Recommendation to Board of Trustees Point of Information Paper Pertaining to Draft Ordinance 2019-03, Vice Chair Bratton (Tabled at 23 April 2019 and 14 May 2019 Meetings)
- VII. OTHER BUSINESS
  - a. Planning Staff Update Julia Simmons, Town Planner
- VIII. ADJOURNMENT

## TOWN OF GREEN MOUNTAIN FALLS Planning Commission 10615 Green Mountain Falls Road April 23, 2019 6:30 P.M.

#### **MEETING MINUTES**

#### **Commission Members Present**

Commissioner Gregory Williamson

Chair Eric Caldwell
Vice Chair Dick Bratton
Commissioner Roco Blassi
Commissioner Nathan Scott

**Commission Members Absent** 

Mayor Jane Newberry

#### **Secretary**

Laura Kotewa

#### 1. Call to Order/Roll Call

Chairman Caldwell called the meeting to order at 6:32 p.m.

#### 2. Additions, Deletions, or Corrections to the Agenda

#### 3. Approve PC Minutes of March 26th meeting

M/S: Chairman Caldwell/Vice Chairman Bratton

Motion: Approve the agenda as submitted

**Vote:** Y: 5 Motion carried

#### 4. Public Input

#### 5. Comp Plan Update

Presentation given by Logan Simpson planners Megan Moore and Christy Bruce. Future updates: May 28<sup>th</sup> Planning Commission meeting the planners will present the entire plan; final adoption in June 2019.

Discussion regarding new "downtown village" designation. Next steps for the town will be to review and redefine the zoning designations to maintain the vibrancy of the existing commercial district.

#### 6. New Business

#### a. PR 008 - 11045 Iona-New Home-Todd Dixon-Builder: Mike, Paramount Homes

Paramount homes corrected the agenda and record: existing plans no longer include grading and fill to change the elevation of Iona Ave.

Vice Chairman Bratton: the Town Code enables the Commission to request an independent engineering firm review the submitted grading and erosion control plan.

The architect and builder prefer the independent engineering review occur as soon as possible and that Paramount Homes be invoiced for the work.

Vice Chairman Bratton: asks the builder and owner to consider designing the driveway be moved west to decrease the steep grade that will result from existing proposed plans.

Discussion regarding the existing Colorado Springs Utilities transformer that may impede any change to moving the driveway further west.

M/S: Chairman Caldwell/Vice Chairman Bratton

**Motion:** Staff will submit the applicant's grading, drainage, and erosion control plans to independent on-call engineering firm for review; if approved, the PC will recommend approval to BoT

**Vote:** Y: 5 Motion carried

#### b. PR 005 - Replace Deck- 10700 Grandview-Sean and Kay Rice-Work Bench Builders

Greg from Wickham's Work Bench presented on behalf of the home owner and applicant. There will not be any change to footprint; the existing frame will be used to support new redwood deck. Vice Chairman Bratton: review requirements per Town Code; however, the structure nor the footprint will be changing, so existing setbacks of 12 ft will be grandfathered in.

M/S: Vice Chairman Bratton/ Commissioner Williamson

Motion: Approve plans as presented for an improved deck at 10700 Grandview Ave

**Vote:** Y: 5 Motion carried

#### c. PR 007 - Add a Deck- 10615 Illinois- Debora Hydeman, Winds of Change Builders

Applicant does not have a GMF Town permit; has received PPRBD-stamped plans. Builder has begun some construction due to owner's availability.

Plan as presented is not compliant with Town Code setback requirements.

M/S: Vice Chairman Bratton/ Commissioner Scott

**Motion:** Approve plans for a new deck at 10615 Illinois Ave with following condition: applicant to decrease square footage to meet the 10-foot setback on the northeast side of the property line.

Vote: Y: 5 Motion carried

d. PR 006 - Deck- 6885 Park Ave- Debora Hydeman, Winds of Change Builders

Plans to improve existing deck; no change in footprint nor materials

M/S: Chairman Caldwell/Vice Chairman Bratton

**Motion:** Approve plans as presented for an improved deck at 6885 Park Ave.

Vote: Y: 5 Motion carried

Item 7f moved from Old Business to New Business

Discussion of Angel Trail and a trash enclosure- Gail Gerig

Ms. Gerig presented information regarding her property at 0 Scott Ave and the survey work she has contracted to determine whether Angel Trail goes through her property. Ms. Gerig will continue to work with Commissioner Blasi in his capacity as a member of the Trails Committee.

There is a cinderblock structure that is in the public right-of-way on Iona Ave. Appears to have been a trash enclosure that is not in use by current resident.

Staff will investigate concern that structure may obstruct traffic flow.

e. Discuss Ordinance 2019-02 Reenacting Section 16-711 Zoning Amendments

f. Discuss the following: (referred to the PC by Town Board at April 2 TB Meeting Ordinance

2019-03)

1. Clarification of the zoning classifications listed in code

2. Overlapping zoning such as the Pool and surrounding park land

3. Zoning classification for Public Facilities, and whether they should be different

from one another

Chairman Bratton proposes that he will compose a letter to the Board of Trustees providing clarification on any points of confusion regarding the zoning ordinance

M/S: Vice Chairman Bratton/ Chairman Caldwell

Motion: Vice Chairman Bratton will write a letter to the BoT regarding zoning ordinance; Planning

Commission to table this item for the May 14, 2019 meeting for approval of the letter.

**Vote:** Y: 5 Motion carried

7. Old Business

a. PR 002 - Replace Decks-6825 Howard-Bradley Ware (tabled from Mar 26)

M/S: Vice Chairman Bratton/ Commissioner Scott

Motion: Approve plans as presented for deck improvement at 6825 Howard Ave

Vote:	Y: 5 Motion carried
In the in	sterest of time, the remaining items will be tabled until the next meeting.
M/S:	Chairman Caldwell/Vice Chairman Bratton
Motion	: Table items
Vote:	Y: 5 Motion carried
b. Resubn	nit Request to TB to Rezone Town Hall Parcel from B to PF (Ord 2019-03)
(Tab	oled by TB at Apr 2 TB Meeting)
c. Finaliz	e Frequently Asked Questions- (tabled from Mar 12)- Caldwell.
d. Discus	sion of revision to Sec 16-705 Architectural Review (c)(1) Materials-
(tab	led from Mar 12)- Caldwell
f. Discu	ssion of Angel Trail and a trash enclosure- Gail Gerig
Discussed	under new Business after item 6d
3. Adjourr	1
There bein	g no further business, the meeting adjourned at – p.m.
	Castus Caldwall Chair
	Cactus Caldwell, Chair

Laura Kotewa, Town Clerk/Treasurer

## TOWN OF GREEN MOUNTAIN FALLS PLANNING COMMISSION MEETING Tuesday, May 14, 2019 – 6:30 P.M.

#### **MEETING MINUTES**

**PC Members Present** 

PC Members Absent

Mayor Jane Newberry

Chairman Eric Caldwell

Vice Chair Dick Bratton

Commissioner Greg Williamson

Commissioner Rocco Blasi Commissioner Nathan Scott

Secretary

**Town Planner** 

Katharine Guthrie

Julia Simmons

#### 1. Call to Order/Roll Call

Vice Chair Bratton called the meeting to order at 6:35 pm.

#### 2. Additions, Deletions, or Corrections to the Agenda

M/S: Blasi/Scott

Motion: Move to approve the agenda.

Vote: Motion carried. All aye.

#### 3. Approve Minutes of April 23, 2019

M/S: Blasi/Scott

Motion: Move to approve minutes with the correction on page 3 Item 7. f. of spelling

'Commissioner Rossi' to 'Commissioner Blasi.'

Vote: Motion carried. All yea.

#### 4. Public Input

None

#### 5. New Business

a. Introduce and Welcome Julia Simmons, GMF Town Planner

b. Plan Review PR 008- 11045 Iona Ave., Mike Rice of Paramount Builders

M/S: Blasi/Scott

**Motion:** Move to approve construction drawings as submitted.

Vote: Motion carried. All yea.

Resolution: Plans stamped. Mr. Rice informed of further steps.

c. Plan Review PR 009—Carport, 10971 Iona Avenue—Larry Nienhueser

Applicant constructed a carport on his property without approval from either GMF nor PPRBD. Commission agrees to conduct a site visit to better understand the existing site. Without more information from the applicant, the Commission may have difficulty making a

determination. Staff will request PPRBD's zoning enforcement report.

### TOWN OF GREEN MOUNTAIN FALLS PLANNING COMMISSION MEETING

Tuesday, May 14, 2019 – 6:30 P.M.

Recommendation is for the applicant to hire a survey to determine property lines. Commissioner Blasi and Vice Chair Bratton will conduct a site visit, take photos, and report to the entire commission at the 28 May 2019 meeting.

d. Plan Review PR 010—Architectural Review, 11160 Belvidere Avenue—Judith Piazza

M/S: Blasi/Scott

Motion: Move to approve the plans of 11160 Belvidere Avenue as submitted

**Vote:** Motion carried. All yea. **Resolution:** Plans stamped.

e. Preliminary Meeting—Review Request for Vacation ROW, 11160 Belvidere Avenue -

Judith Piazza, OwnerProperty line is reported to be 6ft inside the house.

Owner would like the property lines changed so that there is a 15ft setback from the town

Right of Way. Parking in front of the house is an issue for the owner.

M/S: Blasi/Scott

**Motion:** Table Item 5.e. pending further information from the landowner.

Vote: Motion carried. All yea.

**Recommendation:** Survey the property.

- f. Ordinance 2019-02—Discussion Code Section 16-711 Green Mountain Falls Municipal Code
- g. Recommendation to Board of Trustees—(Tabled 23 April 2019 Meeting)
  - i. Clarification of Zoning Classifications
  - ii. Overlapping Zoning (Land use code e.g. Pool and Park)
  - iii. Public Facilities Classification

M/S: Bratton/Scott

**Motion:** Move to table Item 5.g. (1:18)

Vote: Motion carried. All yea.

#### 6. Unfinished Business

a. Rezoning Ordinance 2019-03—Update and Discussion Concerning Town Hall Zoning Designation

No action taken.

b. Frequently Asked Questions—(Tabled 12 March 2019)

Town Planner, Julia Simmons, is working on this project.

c. Revision to Municipal Code—Discussion and Recommendation Code Section 16-705(c)(1) Architectural Review (Tabled 12 March 2019)

Discussion. No change.

d. Comprehensive Plan Update 2020—Parts 1 and 2 posted on Town Website.

New Zoning and Land Use Maps will be available to the community for input at Town
Hall on May 28, 2019.

#### 7. Correspondence/Report

5<sup>th</sup> and 6<sup>th</sup> Graders met with Mayor Newberry and Commissioner Blasi and discussed town governance and the Comprehensive Plan on May 6, 2019.

## TOWN OF GREEN MOUNTAIN FALLS PLANNING COMMISSION MEETING Tuesday, May 14, 2019 – 6:30 P.M.

#### Page 3 Planning Commission Minutes May 14, 2019

ST:  arine Guthrie—Secretary	ick Bratton—Vice Chairman
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arine Guthrie—Secretary	



#### The Town of Green Mountain Falls

P.O. Box \$24, 10615 Green Mountain Falls Road, Green Mountain Falls, CO 80819 (719) 684-9414 <a href="https://www.gmfco.us">www.gmfco.us</a>

#### 2019 APPLICATION -PLAN REVIEW

\*Payment to Town Clerk due 10 days prior to a Planning Commission meeting to ensure placement on the Agenda

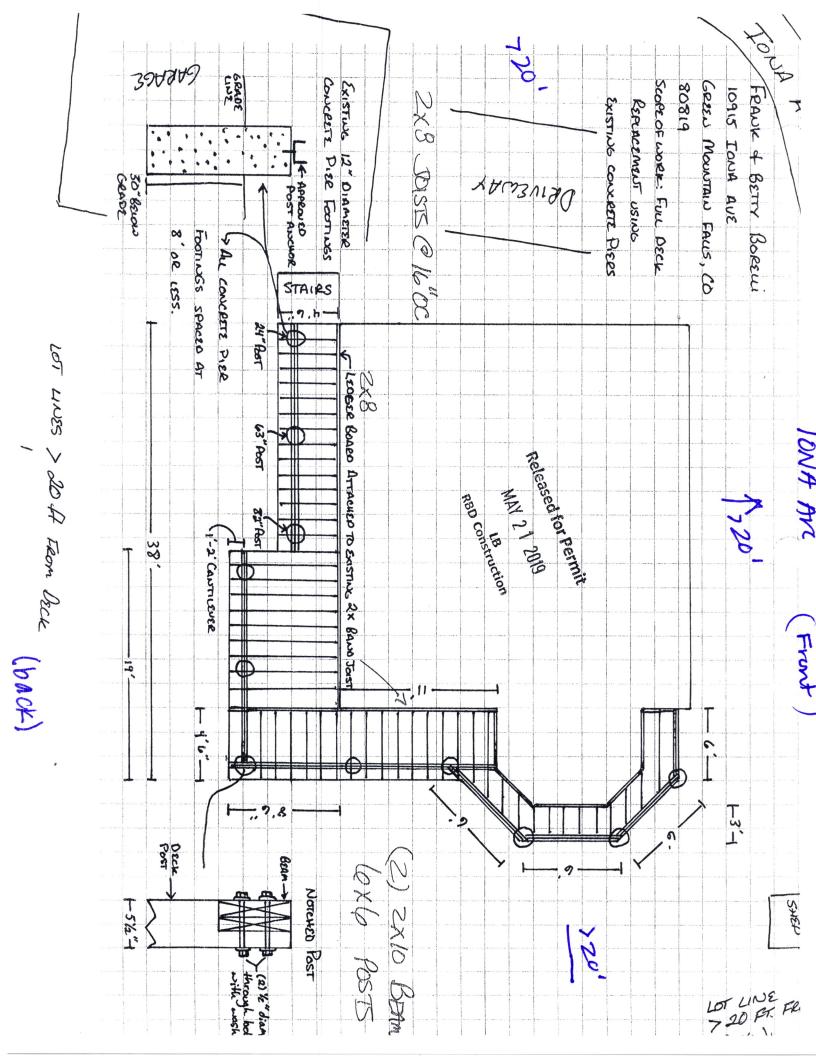
\*Must be accompanied by a site plan, and appropriate town permit application for the work to be completed, if applicable 

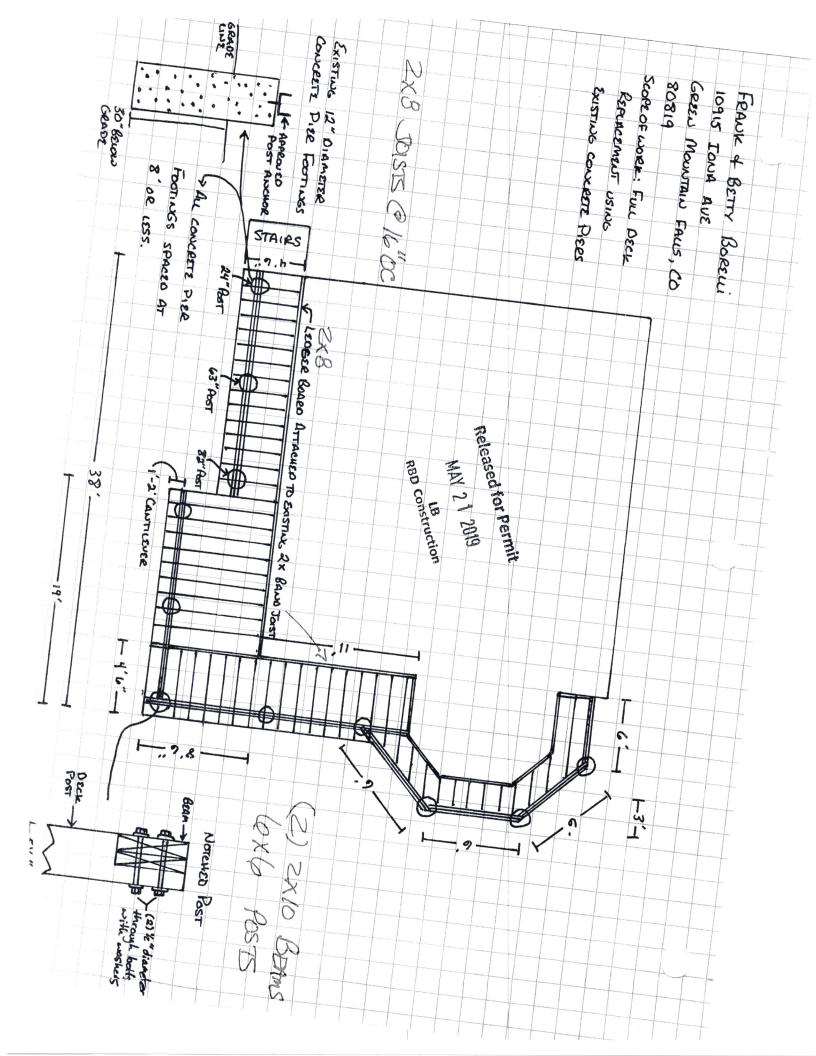
\*all plans should be submitted to the town clerk (in electronic form) at time of payment

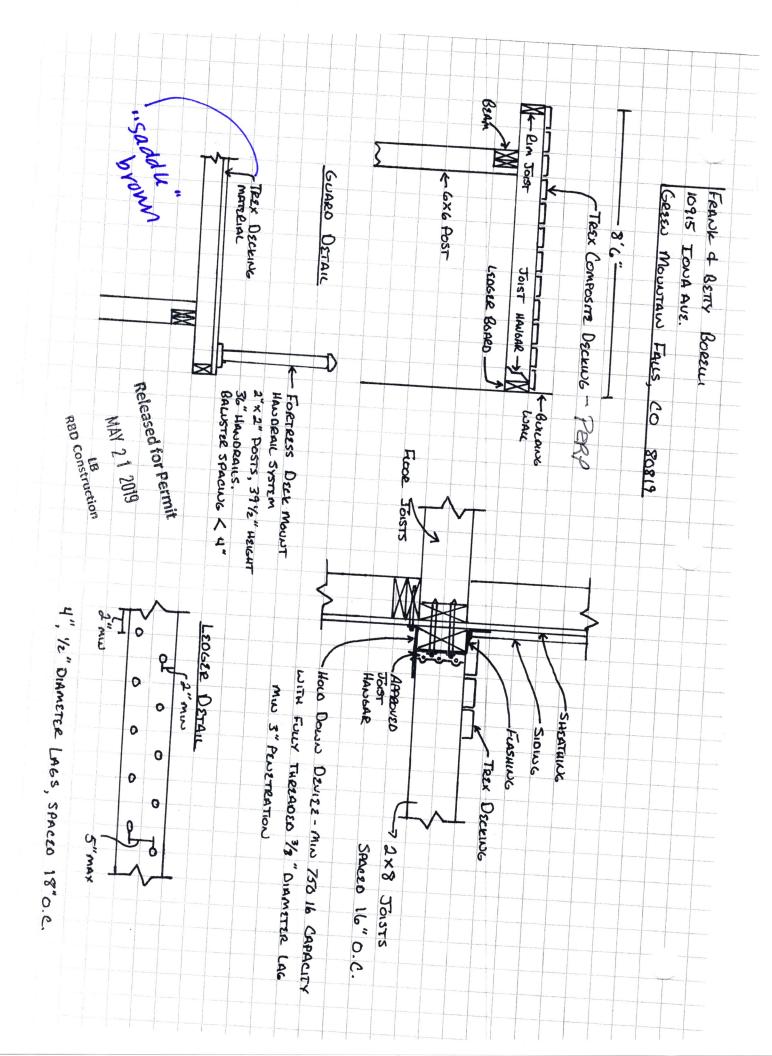
APPLICANT: 

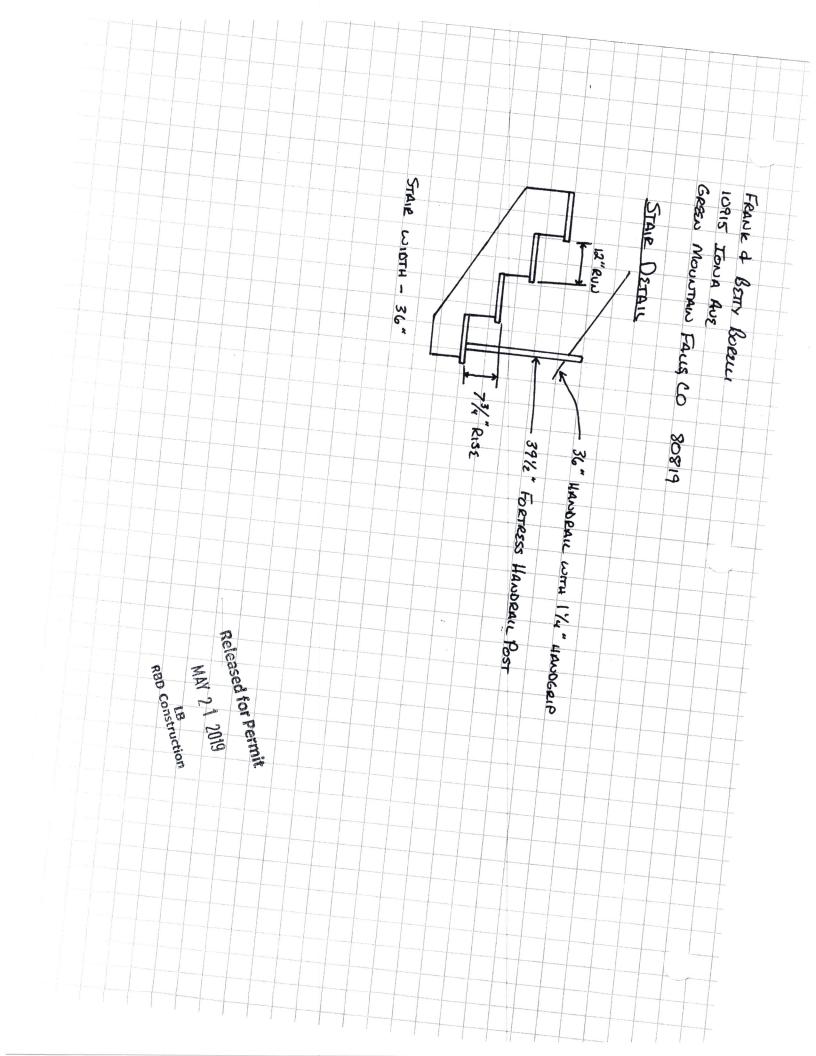
Scott John Son

MAILING ADDRESS: 7795 SEVERY AVS.
CASCADE CO. 80809
PHONE NUMBER: 859-360-4813 EMAIL ADDRESS: scotte complete home llc. com
SITE ADDRESS OR PARCEL NUMBER: 10915 IONA AUE
DATE WORK IS TO BE STARTED: 5-29-19 COMPLETED: 6-14-19
BRIEF PROJECT DESCRIPTION: DECK REPLACEMENT AT 10915 JONA AVE.
NO CHANGE TO CURRENT FOOTPRINT
*If the project includes road work, an Erosion Control Plan/Grading Permit may be required.
DWNER - COMPLETE HOME REMODELING &
SIGNATURE TITLE
DATE 5-21-2019
*Reference Sections 16-705, 707, and 715, Sections 17-81, 85, 100 of Green Mountain Falls Municipal Code Fee can be found in the current year fee schedule on our website under Forms
Fee can be found in the current year fee schedule on our website under Forms  Examples of required Permits:  Fence Permit, Grading Permit (with erosion control plan), Revocable Permit,  Business License – to work in the Town of Green Mountain Falls
Fence Permit, Grading Permit (with erosion control plan), Revocable Permit,
Business License – to work in the Town of Green Mountain Falls
big We # 2019-0141
For office use:
Payment Type: CC Visa 10452  Independent Engineering Position Date (if explicitly)
Independent Engineering Review Date (if applicable):
Planning Commission Action/Date (attach minutes):  BOT Approval Date:
BOT Approval Bate.









# TRANSACTION SUMMARY

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I agree to pay above total amount according to the card issuer agreement.

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CardNumber: \*\*\*\*\*\*\*\*\*6452

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Credit Card

MUNICIPAY\*SERVICE FEE - TOWN OF GREEN MOUNTAIN FALLS, CO Thank You

Scott Johnson (877) 590-5097 511 Congress Street, Suite 503 Portland,ME 04101

I agree to pay above Total: Convenience Fee Reference Number: Transaction Type: VISA - Key Entered Authorization: Transaction Number: Date Processed: The card issuer agreement & understand this non-refundable convenience fee will be charged to allow my payment via credit card. CardNumber: \*\*\*\*\*\*\*\*6452 05/21/2019 11:41:37 MDT

Credit Card

5158731

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\$3.31 **\$3.31** 

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Thank You Printed: 05/21/2019 13:41:43



#### The Town of Green Mountain Falls

P.O. Box 524, 10615 Green Mountain Falls Road, Green Mountain Falls, CO 80819 (719) 684-9414 <a href="https://www.gmfco.us">www.gmfco.us</a>

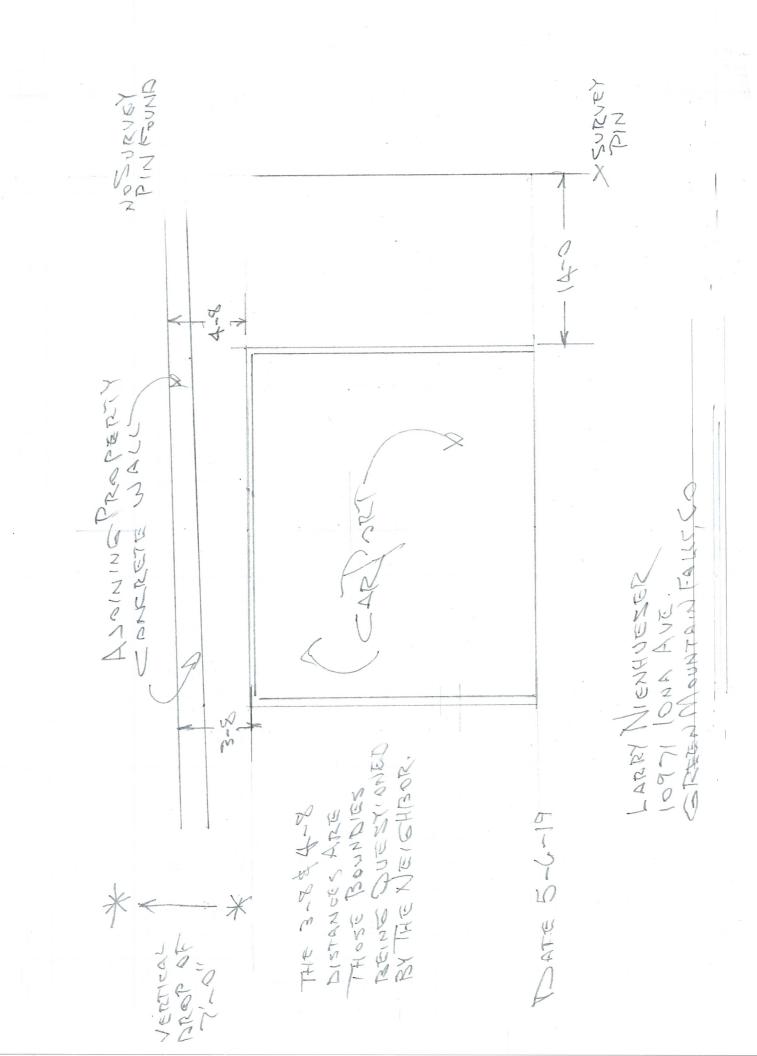
#### 2019 APPLICATION -PLAN REVIEW

\*Payment to Town Clerk due 10 days prior to a Planning Commission meeting to ensure placement on the Agenda

\*Must be accompanied by a site plan, and appropriate town permit application for the work to be completed, if applicable

\*all plans should be submitted to the town clerk (in electronic form) at time of payment

APPLICANT/LANDOWNER: Larry Dienhueser
MAILING ADDRESS: P.D. BOX 174
Logen Mountain FAIS, CO.
PHONE NUMBER: 970-209.9835 EMAIL ADDRESS: 9942LLN Damail. COM
SITE ADDRESS OR ASSESSOR PARCEL NUMBER: 10971 Tone AVE. LOMF
DATE WORK IS TO BE STARTED: 11. 20.18 COMPLETED: 11. 21.18
BRIEF PROJECT DESCRIPTION: 20 x 16 metal Carport
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*If the project includes road work, an Erosion Control Plan/Grading Permit may be required.
SIGNATURE TITLE  DATE 5 -6-19
DATE 3 - 6-11
*Reference <u>Sections 16-705, 707, and 715, Sections 17-81, 85, 100</u> of Green Mountain Falls Municipal Code Fee can be found in the current year fee schedule on our website under Forms
Examples of required Permits:
Fence Permit, Grading Permit (with erosion control plan), Revocable Permit,
Business License – to work in the Town of Green Mountain Falls
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For office use:
3.5
Fee Amount: 125 Date Collected: (due 10 days before PC meeting) 7 Max 2019
Payment Type: <u>Check # 1638</u> Independent Engineering Review Date (if applicable): <u>N/A</u>
Planning Commission Action/Date (attach minutes)
BOT Approval Date: N/A



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# Coast To Coast

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Remit to: P.O. BOX 100 Knoxville, AR. 72845 Business (479) 885-1258 Fax (877) 472-5097 Toll Free 1-866-267-3790

Carports, Inc.

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#### From Iona, Looking WEST:





From driveway off Cottage St. looking SOUTH:









#### **Planner**

From: Snow, Kathy <ksnow@hsd2.org>
Sent: Thursday, May 16, 2019 9:54 AM

To: Planner

**Subject:** metal garage situation

#### Good morning Julia,

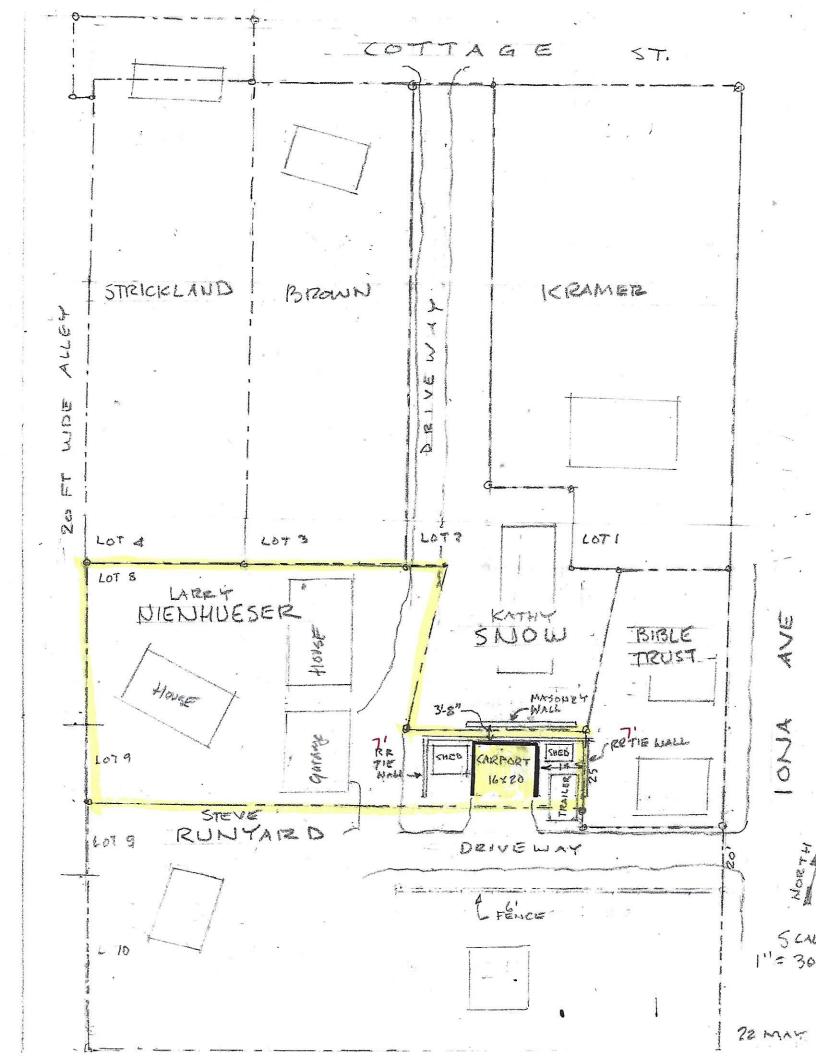
I would like to express some concerns that have come to my attention recently. I have a neighbor that has moved in recently to renovate a neighboring house. He has placed this house on the market. While I appreciate that he is improving the quality of the housing market in the community by renovating the properties, I am concerned with the process of which he is doing so. He broke a code by building a structure less than 5 feet from the property line. When he built the structure, he never approached me about the infringement of my view of the mountain. He was asked by the sheriff to remove the structure by the end of May. When he was asked about the permit, he was unable to present a legal permit providing him permission to build the structure. As of this point the structure still remains, and he is still trying to sell the house. When he is on the property, he is feeding the wildlife. While these infractions seem minor, I am concerned with other codes and laws he might be braking as he works to renovate his properties. I do not believe he understands the community of Green Mountain Falls because he is not a long-term resident of the community. These codes and laws have been put in place to protect the sanctity of Green Mountain Falls. His structure needs to be removed before the sale of the property can be finalized.

I thank you for your attention to this matter and look forward to discussing it further,

Kathy Snow\*

Ph# 466-3052

Street address- 10963 Cottage St.





#### PIKES PEAK REGIONAL BUILDING DEPARTMENT

2880 International Circle Colorado Springs, Colorado 80910 Website: http://www.pprbd.org

Complaint #: @45950

Address: 10971 IONA AVE, GREEN MOUNTAIN FALLS, CO 80819

Owner: NIENHUESER LARRY L

Description:

Carport built without permit

Type: Building Complaint

Issued Stop Order: Yes

Status: Open

Permit Required: Yes

Comments from Inspector:

Site visit./ Spoke with owner on site and confirmed that carport is pre manufactured and more then 12 wide./

Permit is required.

#### **HISTORY**

Date	S	Inspector	Comment
05/14/2019	О		Site visit./ Spoke with owner on site and confirmed that carport is pre manufactured and more then 12 wide./ Permit is required.

#### **POINT OF INFORMATION PAPER & RECOMMENDATION**

MEMO TO: GMF BOARD OF TRUSTEES FROM: GMF PLANNING COMMISSION

SUBJECT: GMF ORDINANCE 2019-03- REZONE TOWN HALL PARCEL

#### Background

During the current update of the Town Comprehensive Plan it was discovered that the new Town Hall building was constructed on a land parcel that was zoned B- BUSINESS.

It was zoned B years ago when a former land owner had plans to place a bed and breakfast business use on it. It was not subsequently rezoned.

The Planning Commission (PC) reviewed the Town Land Use Code and determined thatthe Public Facilities PF Zoning was more appropriate than B. The PC drafted Ordinance 2019-03. In February the PC started rezoning procedures required by Section 16-711.

Notice of Public Hearings at PC and TB were posted and advertised. Adjacent landowners were sent written invitations to participate.

Public hearings were held on Ordinance 2019-03 to Rezone from B to PF.

After legal review, the Ordinance was placed on the TB Agenda for the April 2 meeting. A workshop was held prior to the meeting and a Public Hearing was held at that meeting The Minutes of that April 2 TB Meeting state:

"The Board took comments from the Public and discussion and questions followed concerning not only the zoning of Town Hall, but also the Fire Station, the pool and surrounding park, and other town owned properties. The Board asked the matter be sent back to the Planning Commission for more discussion on the following:

- 1. Clarification of the zoning classifications listed in code
- 2. Overlapping zoning such as the Pool and surrounding park land
- 3. Zoning classifications for Public Facilities such as Town Hall and that of the Fire Station being either Business, Public Facilities, and whether they should be different from one another

#### ZONING DISTRICT AMENDMENT- GMF TOWN HALL PARCEL

MEMO TO: GMF Town Board of Trustees

SUBJECT: ZONING DISTRICT AMENDMENT -- GMF TOWN HALL PARCEL

FROM: Dick Bratton, Vice Chairman, GMF Planning Commission

At the GMF Planning Commission Meeting on Mar 12, 2019, after a Public Meeting, the following motion passed unanimously (5-0):

"The Planning Commission recommends that the Town Board of Trustees approve the rezoning of the Town Hall Parcel (Schedule 8308101100) from B-Business District to PF- Public Facilities District."

The following Information is submitted in accordance with

GMF Municipal Code Sec.16-711 Zoning:

**LETTER OF INTENT** Sec. 16-711(c)(1)

a. The reason for the change in Zone Classification:

The primary reason for changing the Zone Classification from B-Business to P-F Public Facilities District is to reflect the actual and planned use of the parcel. The current zoning is incorrect and should be corrected..

Additionally, TB approval of this change is needed to revise the Official Zoning Map currently being updated as a part of the GMF Comprehensive Plan.

- b. Total number of acres: 1.56 A
- c. The entire parcel is owned by the Town of Green Mountain Falls.
- d. There are no residential dwelling units on the parcel.
- (2) Legal description and drawing (subdivision map attached Lot 1).
  - a. Boundary description of the land to be rezoned. (map attached)
  - b. Existing land uses on the property: PF -Public Facilities (Town Hall).
  - c. Adjoining property ownership and use: (map showing adjoining property owners-attached)
  - d. Existing and proposed structures: Existing structures- GMF Town Hall.

    A Town Hall is a permitted use in a PF Public Facilities District (Sec 16-313 (c)).

    No additional structures are proposed.
  - e. Existing and proposed easements: No additional easements are planned.
  - f. Name and Address of
    - 1. Petitioner: GMF Planning Commission.
    - 2. Owner: Town of Green Mountain Falls
    - 3. Preparer: Dick Bratton, Vice Chairman, GMF Planning Commission, GMF Town Hall, 10615 Green Mountain Falls Road, Green Mountain Falls. CO 80819-0524

#### Attachments:

- 1. Map of Subdivision and legal description
- 2. Map- "Rezone Town Hall Parcel" showing adjoining property owners
- 3. Sec 16-313. PF Public Facilities District