

**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
Tuesday, March 27, 2018 – 6:30 P.M.**

MEETING MINUTES

PC Members Present

Mayor Jane Newberry
Chairman Eric Caldwell
Commissioner Dick Bratton
Commissioner Greg Williamson
Commissioner Gerald Irwin

PC Members Absent

Commissioner Rocco Blasi

Secretary

Katharine Guthrie

Interim Town Manager

Jason Wells

1. Call to Order/Roll Call

Chairman Caldwell called the meeting to order at 6:40 pm.

2. Additions, Deletions, or Corrections to the Agenda

Bratton: Need to add two items to the agenda. 5.c., a drainage plan at the Farm Stand at 6990 Lake Street, and 5.d., a deck at 10280 Mountain Lane.

M/S Caldwell/Bratton

Motion: Move to approve the agenda with the two additions.

Vote: Motion carried. All yea.

Resolution: Agenda approved with addition of new items 5.c., a drainage plan at the Farm Stand at 6990 Lake Street, and 5.d., a deck at 10280 Mountain Lane.

3. Approve Minutes of March 13, 2018

Not available

4. Public Input

None

5. New Business

a. Grading Permit Application—15580 Foster Ave. Historic Green Mountain Falls Foundation

Penman Construction and Properties, presenting

Type of Work: Add parking and site walls (The Shed) 160' x 170'

Board of Trustees must approve

M/S: Caldwell/Williamson

Motion: Move to [recommend the Board of Trustees] approve this as submitted with the condition that the civil engineer approves the plans.

Vote: Motion carried. All yea.

Resolution: An independent civil engineer will be retained by the town and paid for by the applicant to review the grading plan.

b. Building Permit 3937 Howard St. Historic Green Mountain Falls Foundation

Penman Construction and Properties

M/S: Bratton/Caldwell

Motion: Move that we approve the project as submitted on the condition that the payment of the review fee.

Vote: Motion carried. All yea.

Resolution: \$40 Plan review fee paid and plan stamped.

c. Rain Water Drainage Plan for Farm Stand 6990 Lake Street—Historic Green Mountain Falls Foundation

Penman Construction and Properties

M/S: Bratton/Irwin

Motion: Move that we recommend Town Board approval for a revocable permit for a drainage system at the Farm Stand.

Vote: Motion carried. All yea.

Resolution:

d. Building Permit—10280 Mountain Lane—Tyler Stevens, property owner

Cindy Duncan, presenting

M/S: Caldwell/Bratton

Motion: Move to approve this as submitted.

Vote: Motion carried. All yea.

Resolution: \$40 fee paid

5. Old Business

a. Comprehensive Plan RFP

Jason Wells, Interim Town Manager—Discouraged pre-proposal meeting, suggested April 2, 2018 issue date for RFP, a deadline for RFP questions on April 9, 2018, and Schedule April 10, 2017 RFP Meeting. DOLA requested more detail in 'Schedule of Activities' for RFP. Add Dam Safety to Hazard Mitigation Study. Plan to make the RFP available on the town website, APA, and list of firms simultaneously on April 2 issue date. Karen Berchtold, working for Manitou Springs will be able to provide list of outlets for RFP issuance.

Kirkpatrick Family Foundation: Paragraph 12 needs to inform prospective contractors that the Town has limited personnel available to respond to questions during the process.

After a contract is awarded we can suggest that the contractor consider using college students to assist them.

b. Criteria for Proposals

c. Citizen Advisory Committee

7. Correspondence

None

Adjourned: 8:10pm

Eric Caldwell-Chairman

ATTEST:

Katharine Guthrie-Secretary