



**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
REGULAR MEETING AGENDA
SEPTEMBER 24, 2019, 6:30 PM**

I. CALL TO ORDER

II. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA

III. APPROVAL OF MINUTES

- a. September 10, 2019 Meeting

IV. PUBLIC COMMENT – Members of the Public May Address The Planning Commission on Items Not Germane to the Agenda

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- a. **Plan Review PR2019-016** – 10825 Belvidere Avenue (Addition Construction on Single-Family Home) - Chuck Severance, CRS Architects, Inc., for Richard McNaught, Owner

VII. OTHER BUSINESS

- a. **Discussion** – [Town of Green Mountain Falls Comprehensive Plan](#) Implementation Prioritization – Planning Commission to Discuss and Make Recommendation to Staff on Next Steps
- b. **Discussion** – Fourth Quarter Planning Commission Meetings, Training Opportunities, and New Term Appointments

VIII. ADJOURNMENT

Commissioners:

Eric Cactus Caldwell, *Chair* (Term exp. June 3, 2020)
Dick Bratton, *Vice Chair* (Term exp. January 20, 2019)
Rocco Blasi (Term exp. April 12, 2019)
Gregory Williamson (Term exp. June 20, 2019)
Nathan Scott (Term exp. January 16, 2020)

**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
Tuesday, September 10, 2019 – 6:30 P.M.**

MEETING MINUTES

PC Members Present

Chair Eric Caldwell
Vice Chair Dick Bratton
Commissioner Greg Williamson
Commissioner Nathan Scott
Mayor Jane Newberry

PC Members Absent

Commissioner Rocco Blasi

Town Planner

Julia Simmons

Secretary

Katharine Guthrie

1. Call to Order/Roll Call

Chair Caldwell called the meeting to order at 6:36 pm.

2. Additions, Deletions, or Corrections to the Agenda

M/S: Bratton/Scott

Motion: Move to approve the agenda as submitted.

Vote: Motion carried. All aye.

3. Approve Minutes of August 27, 2019

M/S: Bratton/Caldwell

Motion: Move to approve minutes as submitted.

Vote: Motion carried. All aye.

4. Public Input

None

5. New Business

Planner Refresher Workshop

DOLA Representative, Any Hill, Community Development Office

<http://dola.colorado.gov/cdo>. PowerPoint slides attached to minutes as part of the record.

Adjournment: 8:30 pm

Planning Refresher Workshop



September 10, 2019



COLORADO
Department of Local Affairs



What We'll Cover Today

- Welcome and Introductions
- Why Plan and Planning Authority
- Roles and Responsibilities
- Long Range Planning and Implementation
- Effective Meetings and Decision-Making
- Legal and Ethical Issues
- Scenarios
- Questions and Discussion

DOLA Planning Resources

- Technical and financial assistance
- Community Development Office
 - Land use and planning assistance
 - Integrating land use (hazards, water, housing)
 - Downtown revitalization assistance- Main Street
- Website: <http://dola.colorado.gov/cdo>



DOLA Planning Resources



[Home](#) | [Local Government](#) | [Property Taxation](#) | [Housing](#) | [Assessment Appeals](#) | [Disaster Recovery](#) | [Contact](#)

[Local Government](#) › [Community Development & Planning](#) › [Planning Commissioner Resources](#)

 **Local Government**

[Colorado Main Street Program](#)

[Broadband Program](#)

[State Demography Office](#)

[Regional Managers](#)

[Local Government Services](#) ▶

[Local Government Information System](#)

[Financial Assistance](#) ▶

Planning Commissioner Resources

Following are resources that summarize many land use planning topics of importance to Colorado planning commissioners, staff, and elected officials. These are short and easy-to-read handouts, helpful to new as well as seasoned staff and elected and appointed officials involved in local land use planning efforts.

Planning Overview & Authority
[What is Planning and Why Should a Community Plan?](#)
[Local Government Land Use Authority in Colorado](#)

Long-Range Planning
[Master Plan Primer](#)
[Three-Mile Plans](#)

Meetings & Decision-Making
[How to Encourage Citizen Involvement](#)

Why Plan & Planning Authority

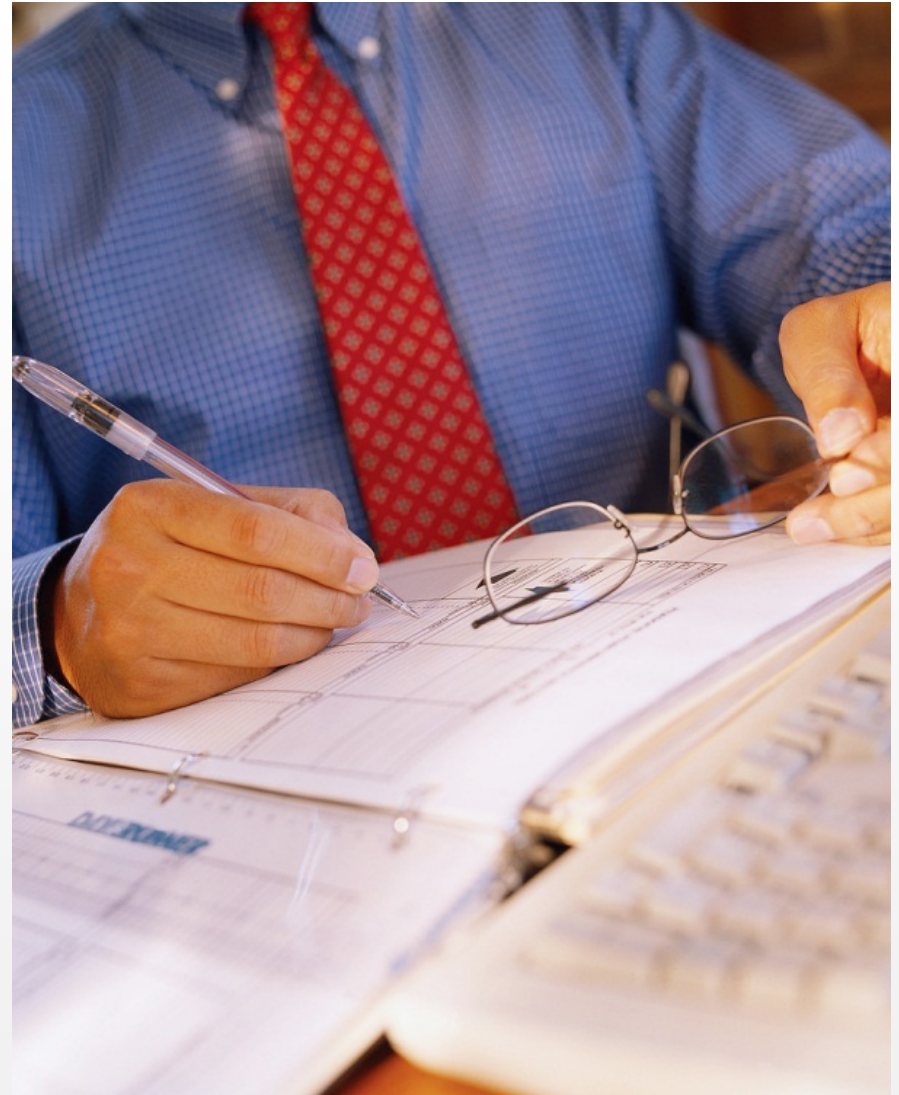
Why Plan?

- Helps government to be more efficient and effective
- Helps community seize opportunities
- Prevents undesirable development



“Who would invest in a corporation if it didn’t have a business plan? ... the same is true for a community if it doesn’t have a plan. Every successful institution, whether a corporation or a community, needs to plan.”

-Ed McMahon (Planners Web)



Authority to Plan

- Local control
- Few statutory planning requirements
- Grant of authority for land use planning:
 - Statutory authority
 - Home rule



Statutory Authority

- The rights of government to establish laws and ordinances to preserve public order and tranquility and to promote the public health, safety, and general welfare

(reserved to states,
granted to local
governments through
statutes)



Statutory Authority

- Regulations must be tied to **valid public purpose** (substantive due process) and be enacted and implemented so those directly affected have a **meaningful opportunity to participate** (procedural due process)



Statutorily Required Planning

30-28-106 4(c) and 31-23-206 4(a)

Master plans for local governments that meet statutory criteria for population and growth rate

30-28-133

Subdivision regulations for counties

31-12-105

Three Mile Plans



Roles & Responsibilities

Roles & Responsibilities



- Elected Officials
- Planning Commission
- Staff
- Citizens
- Applicants

Elected Officials

- Make policy and legislate
- Use enabling authority and charter to protect public interest
- Hire staff and appoint boards that will further the mission
- Provide general direction and ongoing two-way communication



Planning Commission

- Advisory to elected board
- Prepare master plan
- Apply current policy and regulations
- Provide planning/land use expertise
- Review development applications
- Regularly assess planning policies and regulations
- Adopt and consistently use by-laws



Staff

- Staff and consultants provide technical expertise and guidance
- Provide information and training
- Assist with research and provide information
- Staff review/report
- Notice meetings, communicate with applicants, etc.
- Ensure good communication
- Offer professional opinions



Citizens

- Participate fully
- Advise appointed and elected officials
- Ask questions
- Offer input and solutions



Applicant

- Learn and respect adopted rules and processes
- Expect fair and predictable process
- No “working the system”
- Communicate issues and concerns
- Have realistic expectations and an understanding of the role of government



Slow Down and Reflect Together



- What isn't working well?
- Where are we seeing issues emerge? Trends?
- Regular retreats with elected board

Make recommendations to the elected board for changes to policies, regulations, standards.

Decision-Making - Scenarios

PC makes a unanimous decision,
but the BOCC overturns it.
In fact, this happens often.

*Question: Should you just dissolve the PC?
What actions could the PC take to address their
concern about having their decisions overturned?*

Decision-Making - Scenarios

Local developer brings updated plans to the staff the day before the hearing.

Question: Do you allow the applicant to make last-minute changes? If you do, how do you ensure staff and the PC/BOCC will have enough time to review the information?

Long Range Planning & Implementation

Planning Tools:

Vision → Comp Plan → Tools

- Master Plan/Comprehensive Plan
- Intergovernmental Agreements (IGAs)
- Planned Unit Developments (PUDs)
- Areas of State Interest (“1041” powers)
- Subdivision Regulations
- Zoning
- Building Codes
- Incentives and Programs



Master/Comprehensive Plan

- Community's vision
- Serves as a roadmap
- Most master plans are advisory
(Theobald v. Summit Co, 1982)
- Can be mandatory if adopted with sufficient detail as a regulation
(BOCC v. Conder, 1997)



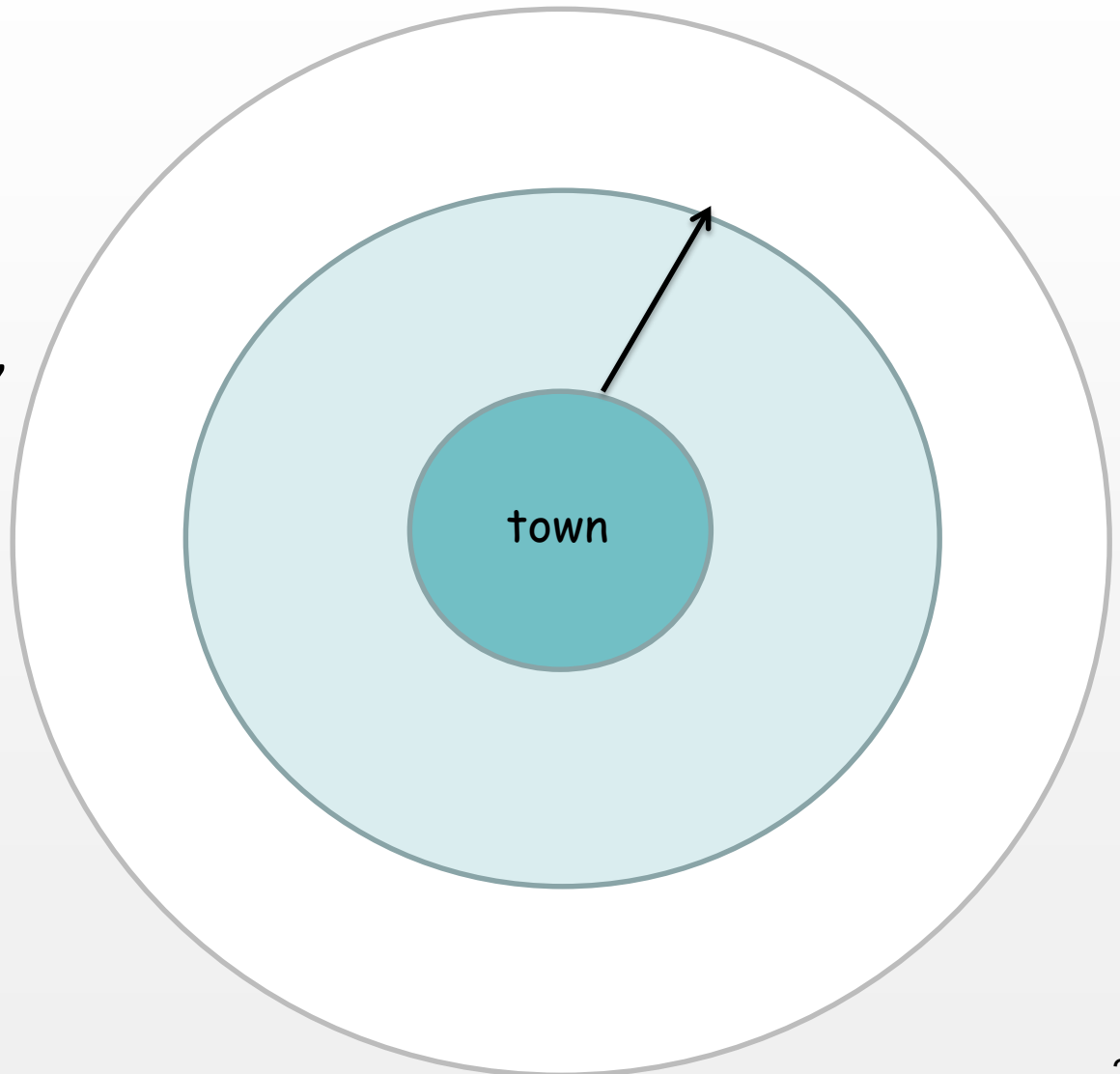
Comp Plan Provides Guidance for:

- Zone change requests
- Land use code, incentives, etc.
- Decisions about expansion of major infrastructure
- Decisions about location of new infrastructure
- Annexation requests



Three Mile Plan

- Plan for possible annexation and service provision
- Describe location, character, extent of future utilities and infrastructure and proposed land uses



TRENDS AND KEY ISSUES IN PLANNING

- Plan for an aging demographic, public health, livability
- Integrate hazards into development decision-making, resilient policies, and consider mitigating and adapting to effects from climate change
- Plan for protecting and ensuring sufficient water supply & quality
- Create opportunities for affordable housing
- Strategize toward economic diversification
- Consider social equity



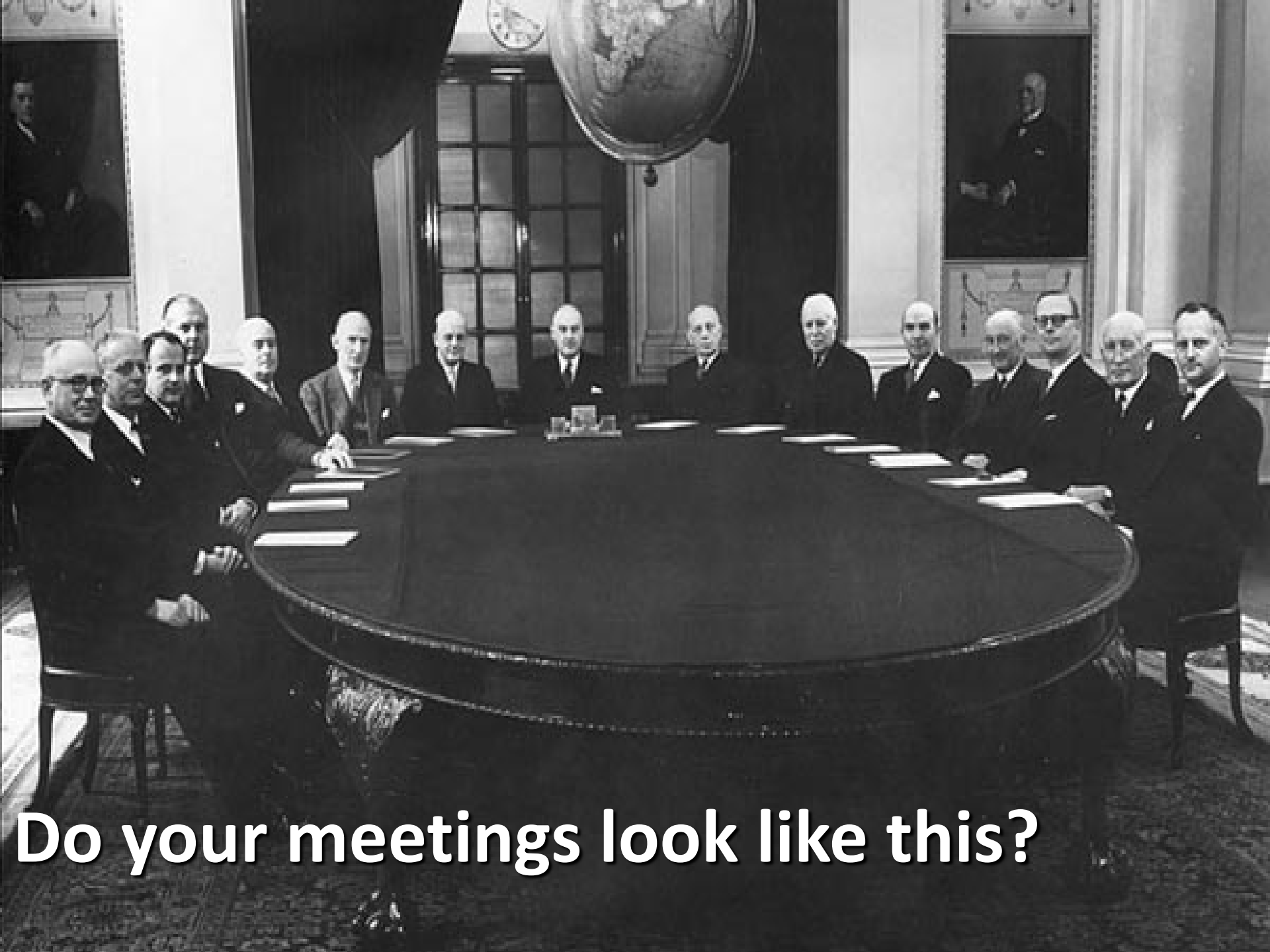
Comprehensive Plan – Next Steps

- How will the Town implement the plan?
- Priorities, strategic impact assessment, metrics, CIP





Meetings & Decision Making

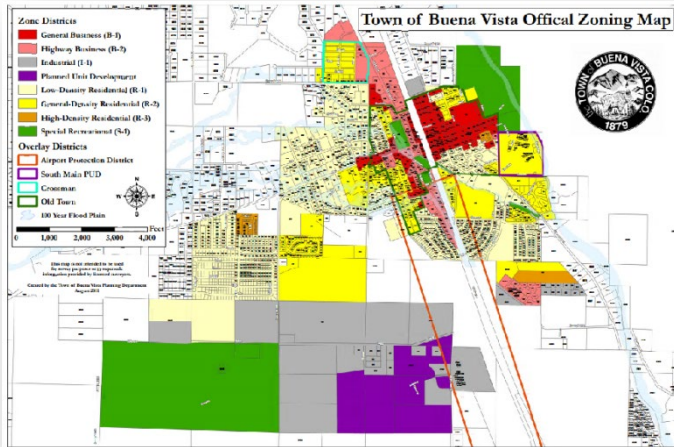


Do your meetings look like this?

Or this?



Types of Action




Legislative:

Reflective of a public policy relating to matters of a permanent or general character, not restricted to an individual

Quasi-Judicial:

Involves determination of rights or obligations of an individual; use of legislated rules to make a determination on an application

 **CHAFFEE COUNTY**
PLANNING & ZONING DEPARTMENT
P.O. BOX 699 PHONE (719) 530-5565
SALIDA, CO 81201 FAX (719) 539-7442
WEBSITE www.chaffeecounty.org

APPLICATION TO BOARD OF ADJUSTMENT
Application Fee \$120.00 Application filing deadline is the second Friday of each month for next months' hearing

GENERAL INFORMATION

REQUEST (SETBACK VARIANCE, SIGN, ETC.)	_____
PROPERTY ADDRESS OR GENERAL LOCATION	_____
NAME OF APPLICANT	_____
MAILING ADDRESS	_____
TELEPHONE	_____ FAX _____
E-MAIL ADDRESS	_____
EXISTING ZONING	_____
LEGAL DESCRIPTION	_____

The following information must be submitted by the second Friday of the month prior to appointment with the Board of Adjustment. Seven (7) copies of the application must be packaged in a bound or file form with each set containing all the required information.

Public Meetings (Legislative Hat)

- Seek input
- Champion broad, inclusive public participation
- Explain context, big picture & process/timeline
- Demonstrate active listening
- Limit the jargon
- Help make it relevant; educational opportunity
- Act as community ambassadors
- Remain courteous (no matter what)



Public Hearings (Quasi-Judicial Hat)

- Announce rules in advance and enforce consistently
- Remain unbiased while hearing evidence
- Show you're listening
- Importance of strong chair, supportive board
 - Stay on task – avoid tangents
- Input only during noticed public hearing
- Make careful motions



Decision-Making

What makes a meeting effective?

- Everyone had meaningful opportunity to participate
- People feel they were heard
- Relevant issues (related to standards) were addressed
- No long tangents or discussions about issues your code and plan don't address (start with staff report)
- Commission's decision was clear (what and why)
- Commission's decision was reasonably defensible



Improving Meetings

- Set the right tone –civil and professional
- Provide information on procedures
- Thank people for their testimony
- Request public testimony
- Watch non-verbal cues
- Limit jargon
- Act as community ambassadors
- Show extraordinary patience



Decision-Making

Common Hurdles & Mistakes

- Not being prepared
- Not asking enough questions
- Too detail-focused (losing the big picture)
- Asking for a vote of the audience
- Showing bias before decision is made



Decision-Making (Hearings)

Defensible Procedures

- Notice
- Opportunity to be heard
- Clear rules
- Follow your process, rules
- Findings
- Unbiased and timely decisions
- Complete records



Decision-Making

Motions

- Well-prepared motions take some effort
- Motions explain to applicant and audience how the decision was made
- Agree on procedures that will be used for meetings and for motions

Sometimes it
takes a team
effort!



Decision-Making

Findings of Fact

- Factual foundations for your conclusions as to whether your standards are met; legal footprints
- Facts must address the standards
- Ask questions designed to get evidence related to the standards
- Burden of proof is on the applicant
- You can rely on personal knowledge, but make it part of the record



Decision-Making

Final Tips

- Detailed deliberation informs better motions, the community and the judge on how a decision was made
- Avoid vague or non-specific motions (would someone understand a few years later why that decision was made, or even what was decided?)
- Watch bias against difficult people; look for legitimate points and solutions
- Don't be afraid to say, "I don't know"
- You don't need to explain or apologize for the process (especially when you voted in the minority)

Decision-Making

Final Tips

A popular decision is not always a good decision, and a good decision is not always popular.

Decision-Making - Scenarios

Citizen at the hearing wants
to take a vote of the audience

*Question: Possible outcome? What approaches
can you take to avoid this kind of outburst or to
handle it once it happens?*



Decision-Making - Scenarios

Opponent of a project challenges the time limit, demanding the full time she needs to provide her testimony

(half-way done with meeting, and it's 11:30pm)

Question: Possible outcome?

Decision-Making - Scenarios

Town board member motions to deny because of 3 hours of moving testimony from a large, hostile crowd. Signed petition from 300+ people. Application technically (minimally) meets the town's land use regulations.

Question: How are development review decisions made? How would you attempt to stop this?

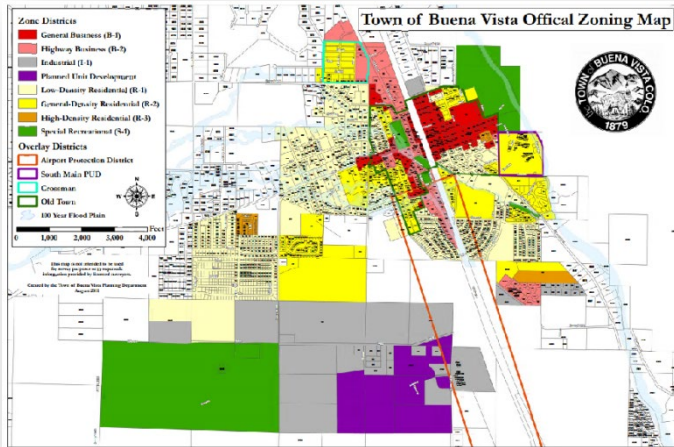
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Citizen in audience wants to question the applicant

Question: Is this acceptable? Possible outcomes?

Legal and Ethical Issues

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Legislative v. Quasi-Judicial

Function	Legislative	Quasi-Judicial
Master plan/general, specific plan	x	
Comprehensive zoning	x	
Zoning text amendments	x	
Piecemeal rezonings	x	x
Special exceptions		x
Variances/conditional use permits		x
Subdivision approvals		x
Zoning or use permit issuance & violations		x

Ex Parte Contact Defined

Any **written or verbal communication initiated outside of a regularly noticed public hearing** between an official with decision-making authority and one or more of the parties (but not all the parties), about a subject that is under, or about to be under, consideration by that official and that **seeks to influence or present information** about that subject.



Ex Parte Contact Defined

To preserve public confidence and due process, the board/commission should **ensure the public and interested parties have the opportunity to know, and respond to, all information** the board considers in making its decisions. The board should also ensure that each board member has the opportunity to know and consider the information available to other board members.

Ex Parte Contact

- **Stop** the person
- Explain why contact is inappropriate
- Disclose the contact
- Recusal
- Consider adopting formal procedures



Ex Parte – Outreach & Education

“Please note that it is inappropriate to personally contact individual County Commissioners or Planning Commission members while an application is pending. Such contact is considered ex parte communication and will have to be disclosed as part of the public hearings on the matter. If you have any concerns, you should contact staff, write a letter or present your concerns at the public meeting so your comments can be made part of the record.”

- Chaffee Co. PC webpage

Ex Parte Contact


Sent January 8, 2019

Applications Under Review Or Scheduled For Public Hearing or General Business

These applications have ex-parte communication restrictions with liability implications. Council, Board, and Commission members should not have discussions with applicants regarding these applications.

Applications for Board of Adjustment

Project Name
None At This Time

Applications for Historical Preservation Board

Project Name
[New Rooftop Units at](#) [REDACTED]

Address

Applications for Building Board of Appeals

Project Name
Appeal on [REDACTED]
Appeal on [REDACTED]

Address
[REDACTED]

Address

Planning Projects - YTD

■ Active* ■ Approved

Legal and Ethical Scenarios



Ethical Scenarios

You're on a site visit before the hearing. The owner/rep meets you just to let you in and does not talk with you (but shadows you). You notice a couple of neighbors watching from their properties.

Question: What do you do?

Conflicts of Interest

There is a conflict of interest when:

- You are a member of the governing body, and
- You have a “personal or private interest” in the matter proposed or pending before you.



What Should I do if I have a Conflict?

Colorado Law requires you to do **ALL of the following:**

- Disclose
- Do not vote
- Do not attempt to influence the others' vote



31-4-404(2) and (3)

Ethical Scenarios

Jimmy wants to open a sushi bar and bait shop on Main Street. However, during his presentation at the PC hearing, he makes it clear he would like Planning Commissioner Greenpeace to step down from the vote. He knows she has ethical issues with his shop and has disliked him ever since high school. He doesn't think she'll give him a fair shake. He claims, therefore, she has a conflict of interest.

Question: Is there a conflict of interest? What are Greenpeace's next steps?

Open Meetings

- Colorado Sunshine Law - **24-6-402, CRS**
- Public notice required for meetings where formal action occurs, public business is discussed, OR quorum present
- Minutes required when formal action occurs
- Suggested rule of practice: All open, all noticed and minutes for formal actions



Ethical Scenarios

After a particularly rough public hearing, the planning commissioners/town board all agree to grab a beer to relax and unwind.

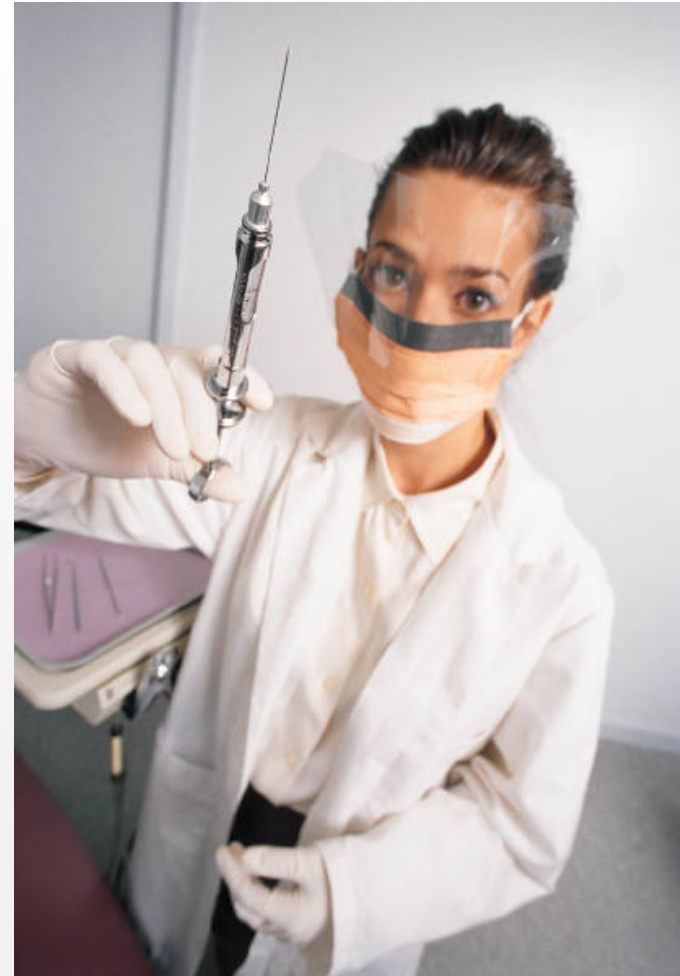
Question: Any issues/concerns?

*Does your answer change if they decide, for example, to have lunch **before** a public hearing?*

Colorado Governmental Immunity Act

Protects government officials when acting within the scope of their duties.

24-10-101, et. seq.



How to Lose Your Immunity

- Prejudge a matter
- Engage in ex parte contacts
- Make a decision that clearly violates established laws
- Act beyond scope of your authority
- Ignore or go against publicly given legal advice
- Ignore or act outside bounds of established procedures or ordinances



Ethical Scenarios

The Mayor, who has been an elected leader for decades, calls up the newest planning commissioner a few days before the public hearing to give some background information on the development application that will be on the agenda.

*Question: Is there an issue with this approach?
If so, what?*

Ethical Scenarios

After the vote at the PC hearing, a PC member decides to testify at the town board hearing to represent the minority opinion

*Question: Is this acceptable? Better approach?
What if the town board sends it back to the PC?*

Review

Planning Refresher Wrap-Up

REVIEW

- Importance of and authority to plan
- Relationship with staff, electeds, other commissions, applicants and public
- Integrate and implement your plans/policies
- Consider meeting management and decision-making carefully
- Leave solid findings and record of decision
- Good motions communicate how you made your decision
- Talk about ethical issues together
- Resources: <http://dola.colorado.gov/cdo>

Thank You!

Your role is very important to the long-term quality of life of your community. Thank you for dedicating your time and expertise to serve your community.



Andy Hill

303.864.7725

andy.hill@state.co.us



The Town of Green Mountain Falls

P.O. Box 524, 10615 Green Mountain Falls Road, Green Mountain Falls, CO 80819
(719) 684-9414 www.gmfco.us

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/LAND OWNER: RICHARD McNAUGHT
MAILING ADDRESS: 811 N. MAIN ST.
GARDEN CITY, KS 67846
PHONE NUMBER: 620-271-2418 EMAIL ADDRESS: RDM62249@HOTMAIL.COM
SITE ADDRESS OR ASSESSOR PARCEL NUMBER: 10825 BELVIDERE AVE
DATE WORK IS TO BE STARTED: 2019 COMPLETED: 2020
BRIEF PROJECT DESCRIPTION: KITCHEN & DINING ADDITION

*If the project includes road work, an Erosion Control Plan/Grading Permit may be required.

SIGNATURE

DATE

Richard McNaught
8/29/19

TITLE

owner

*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

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

For office use:

Fee Amount: 125 Date Collected: (due 10 days before PC meeting) 29 Aug 2019
Payment Type: CASH
Independent Engineering Review Date (if applicable):
Planning Commission Action/Date (attach minutes): proposed Sept 24, 2019
BOT Approval Date:

BOARD OF TRUSTEES AGENDA MEMO

DATE:	AGENDA NO	SUBJECT: ECP2019-016 Belvidere 10825 – SFH Addition
Presented by: Chuck Severance, CRS Architects, LLC., on behalf of Richard McNaught, Owner		

Recommend action: Plan Review Application for Consideration

Background: Mr. Chuck Severance, CRS Architects, LLC., contacted GMF Staff in June to discuss plans for a proposed addition on the Mc Naught family home, 10825 Belvidere Avenue (see attached drawings).

The construction will be an addition to an existing SFH on a 33,735 sq ft lot. Staff's understanding, given the submittal does not include a narrative project description, is that the addition will enclose an existing outdoor patio space. The enclosed space will become a kitchen, thereby allowing more functional living space for the family. There will not be any grading required. Minimal digging to accommodate support posts does not trigger the need for an excavation permit. The existing flagstone patio and retaining wall will not be altered.

It appears from the drawings that the proposed addition construction meets setback requirements for a R-1 20,000 zoning designation of 1- feet. Staff is uncertain if the stairs that encroach on the 10' setback will be new or are existing.

Issue Before the Board: Whether to approve the proposed plans, as submitted. See attached for GMF Town Code 16-705.

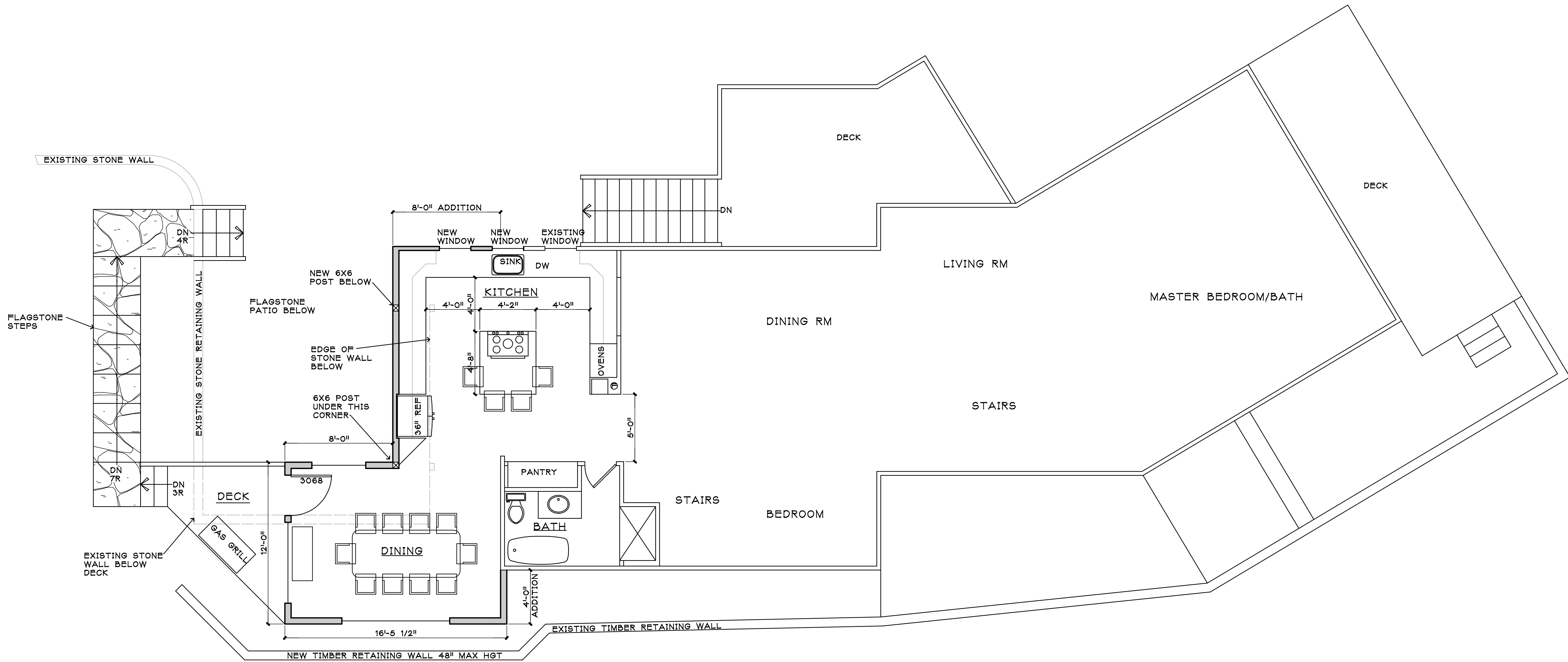
Alternatives: Approve, disapprove, table, or conditionally approve

Sec. 16-705. - Building permits; architectural review.

- (a) Purpose. The purpose of architectural review is to ensure that high standards of design are maintained for all residential, business and commercial buildings and uses in development and construction in the Town. Anyone seeking to renovate the exterior of, add to or construct a new building shall be subject to Planning Commission approval anywhere within the Town. In promoting the general purposes of this Land Use Code, the specific intent of this Section is to:
- (1) Protect the historic and architectural qualities of the Town's building stock;
 - (2) Promote development and building consistent with the policies of the Comprehensive Plan;
 - (3) Promote a consistent standard in architectural design and the construction of aesthetically pleasing structures;
 - (4) Improve the general quality of the environment and promote conservation of natural and manmade resources of the Town;
 - (5) Encourage land uses which are orderly, functionally efficient, healthful, convenient to the public and aesthetically pleasing;
 - (6) Encourage development of safe and attractive residential areas that are compatible with existing historical development in a variety of housing styles;
 - (7) Encourage the construction of safe, convenient and attractive commercial facilities and residences;
 - (8) Promote neighborhood integrity by congruity in architecture and cohesiveness in style;
 - (9) Encourage the preservation of the Town's early styles of architecture; and
 - (10) Promote visual relief throughout the community by preservation of mountain vistas, creation of open space and variation of styles of architecture.
- (b) Design review policies. There are two (2) areas of policy in which the Planning Commission directs its review. The guidelines for each of these policy areas are intended to provide general direction to an applicant coming before the Planning Commission. The policies are:
- (1) Building design and function.
 - a. Building design. Buildings should demonstrate compatibility in materials and consistency in style throughout all exterior elevations. Building components, such as windows, doors, arches and parapets, should have proportions appropriate to the architecture of the structure.
 - b. Additions. All additions should relate to the existing building in design, details, colors and materials.
 - c. Energy efficiency. Buildings should be designed and oriented to maximize energy efficiency and conservation.
 - d. Color. Building color should complement architectural details and blend with surrounding buildings or dominant structures and should be appropriate to the architectural style proposed.
 - e. Historical significance. Plans should show consideration for historical elements, if any, of significance existing on the site.
 - (2) Site and neighborhood compatibility.
 - a. Relation to site. Buildings should be designed to relate to the existing landforms and the contours of the site and present an integrated appearance.
 - b. Neighborhood compatibility. Buildings should have a harmonious relationship with the surrounding neighborhood. Significant factors in establishing this relationship are a sense of scale, roof-lines, colors and materials.
- (c) Requirements.
- (1) Materials.
 - a. The use of natural materials (wood and stone) for the exterior surfaces of all buildings and other structures is encouraged. Corrugated metal, plastic and fiberglass are prohibited.
 - b. Vinyl and aluminum siding that meet the requirements of the Uniform Building Code are allowed, provided that the installation results in a uniform appearance absent of buckling and drooping.

- c. Exterior nontextured concrete block and concrete walls (nontextured) must be covered with a veneer, stucco or other surfacing. Paint is not an acceptable cover.
 - d. All roof surfaces shall meet the requirements of the Uniform Building Code. Corrugated metal, plastic and fiberglass are not permitted. Class A roof coverings are recommended for fire resistance. Color selection to be approved prior to permit issuance.
- (2) Colors. Natural wood or earth tones (i.e., dark shades of brown or green) for exterior surfaces are encouraged.
- (3) Trees shall not be removed on any lot except as follows:
 - a. Actual land occupied for buildings plus a fifteen-foot clearance strip adjacent to the perimeter thereof;
 - b. On off-street parking areas and driveways providing access thereto; or
 - c. Diseased trees, trees damaged by natural causes and other trees which interfere with utility lines.
- (d) Procedure.
 - (1) The Town Clerk shall forward plans and drawings for the proposed construction of all residential, business, commercial, public and semi-public structures, including its accessory uses and structures, to the Planning Commission for its review.
 - (2) The Planning Commission shall review plans and exterior design of all proposed residential, business, commercial, public and semi-public structures. Before approving any new residential, business, commercial, public or semi-public principal building and its accessory uses and structures, the Planning Commission shall find that the character of the proposed construction is in harmony with the established exterior architectural appeal of structures already located in the neighborhood and with approved public plans for the surrounding area so that existing and future land values within the Town will not be depreciated. The Planning Commission shall restrict its consideration in each case to the effect of the proposed construction on the health, safety, morals, and general welfare of the Town, keeping particularly in mind the unique characteristics of certain existing structures in the Town and that the prosperity of the entire Town is involved in the preservation of established sections of the Town. As a minimum, the following specific criteria shall be considered by the Planning Commission:
 - a. Architectural compatibility;
 - b. Bulk of the proposed building or structure in relation to surrounding buildings and land;
 - c. Vehicular access and parking;
 - d. Pedestrian access; and
 - e. Relation to existing and future open space.
 - (3) The Board of Trustees, after review and recommendation by the Planning Commission, may vary the requirements of this Section if the same may be granted without substantial detriment to the compatibility with surrounding uses and natural land features.

(Ord. 97-01)



UPPER LEVEL PLAN
SCALE 1/4" = 1'-0"
321 SQ FT ADDITION

- EXISTING DOORS TO REMAIN SHOWN AS HALF OPEN
- NEW DOORS SHOWN AS OPEN
2668 = 2'6"X6'8"
- EXISTING WALLS TO REMAIN
- NEW WALLS TO BE ADDED
- EXISTING WALLS TO BE REMOVED

SEAL
PRELIMINARY

DATE
9-17-19

REVISIONS

MCNAUGHT ADDITION

10825 BELVIDERE AVENUE
LEGAL ADDRESS
GREEN MOUNTAIN FALLS, COLORADO

CRS Architects, LLC
1231 Rampart Range Road
Woodland Park, CO 80863
719-331-8179

SHEET

A1

GENERAL INFORMATION

OWNER: RICHARD & DEBRA MCNAUGHT
811 N. MAIN STREET
GARDEN CITY, KS 67846

SITE ADDRESS: 10825 BELVIDERE AVE, GREEN MOUNTAIN FALLS
LEGAL: LOTS 14, 15, 16, BLK 19, W/ R/W DESC IN BK 2929918
GREEN MOUNTAIN FALLS #3
LOT SIZE: 0.77 ACRES, 33,736 SF
PARCEL ID: 83082-17-041

ZONING: R-1 20,000, HILLSIDE OVERLAY ZONE

SETBACKS:
FRONT 15'
REAR 10'
SIDE 10'

SCOPE OF PROJECT: KITCHEN AND DINING ROOM ADDITION

OCCUPANCY: R-3 SINGLE FAMILY RESIDENCE

BUILDING CONST TYPE: V-B

AREA OF ADDITION: 321 SQ FT

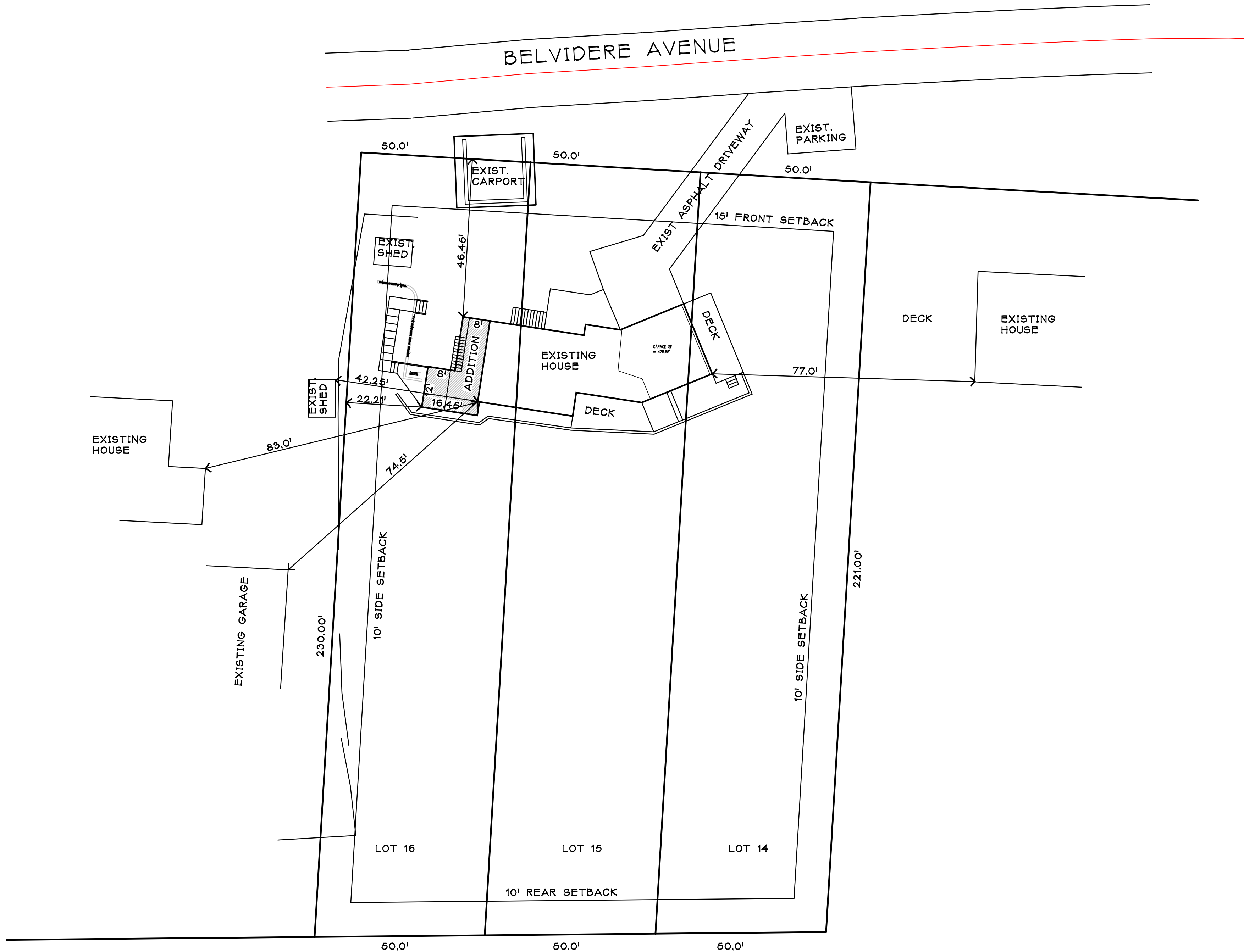
AREA OF DECK ADDITION: 65 SQ FT

1
SP1 GENERAL INFORMATION
NTS

GENERAL NOTES

- ALL DIMENSIONS ARE SHOWN TO THE FACE OF THE FRAMING MEMBER UNLESS NOTED OTHERWISE. ALL INTERIOR WALLS ARE 2X4 (9-1/2") UNLESS NOTED OTHERWISE.
- DO NOT SCALE THE DRAWINGS! THE BLUEPRINT PROCESS DISTORTS THE PLANS SO THEY MAY NOT BE TO SCALE. NECESSARILY, CONTACT THE ARCHITECT FOR ANY DISCREPANCIES OR QUESTIONS ON THE DIMENSIONS.
- THESE DRAWINGS ARE INTENDED TO PRODUCE A COMPLETE JOB WITHIN THE RECOGNIZED STANDARDS OF THE INDUSTRY, MEANING THAT EACH CONTRACTOR OR SUBCONTRACTOR MUST PROVIDE ALL MATERIALS, SUPPLIES, EQUIPMENT, AND TRANSPORTATION TO COMPLETE THE JOB AS INDICATED ON THE PLANS.
- THE ARCHITECT SHALL BE NOTIFIED AT LEAST 24 HOURS BEFORE ANY CONCRETE IS POURED, TO ALLOW THE OPPORTUNITY TO OBSERVE EMBEDDED ITEMS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS ON THE SITE INCLUDING CONTOUR INFORMATION, BEFORE ORDERING ANY MATERIALS OR DOING ANY WORK. THE CONTRACTOR SHALL REPORT ANY CONFLICTS TO THE ARCHITECT FOR REVIEW.
- REVISIONS ON THE PLANS ARE MADE FROM TIME TO TIME, AND ARE DENOTED BY A "DELTA" SYMBOL AT EACH REVISED PORTION OF THE PLAN. IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO HAVE CURRENT REVISED PLANS (IF ANY) ON THE JOB SITE FOR USE BY THE CONTRACTOR AND THE SUBCONTRACTORS.
- THE CONTRACTOR SHALL OBTAIN ALL BUILDING PERMITS, APPROVALS, AND INSPECTIONS AS MAY BE REQUIRED. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE BUILDING CODES.
- DISCLAIMER FOR DESIGN WITHOUT FIELD OBSERVATIONS:
IT IS AGREED THAT THE PROFESSIONAL SERVICES OF THE ARCHITECT/ENGINEER DO NOT INCLUDE THE REVIEW OR SITE OBSERVATION OF THE CONTRACTORS WORK OR PERFORMANCE. IT IS FURTHER AGREED THAT THE OWNER WILL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE ARCHITECT/ENGINEER FROM ANY CLAIM OR SUIT WHATSOEVER INCLUDING BUT NOT LIMITED TO ALL CLAIMS, EXPENSES, OR COSTS INVOLVED ARISING FROM OR ALLEGED TO HAVE ARISEN FROM THE CONTRACTORS PERFORMANCE OR THE FAILURE OF THE CONTRACTORS WORK TO CONFORM TO THE DESIGN INTENT AND THE CONTRACT DOCUMENTS. THE ARCHITECT/ENGINEER AGREE TO BE RESPONSIBLE FOR HIS OWN OR HIS EMPLOYEES NEGLIGENT ACTS, ERRORS, OR OMISSIONS.
- ALL BIDDERS ARE RESPONSIBLE FOR ALL DOCUMENTS WHICH EFFECT THEIR BIDS. BIDDING ON A PARTIAL SET OF CONSTRUCTION DOCUMENTS IS DISCOURAGED. ALL DOCUMENTS ARE AVAILABLE FROM THE OWNER.
- NO MATERIALS CONTAINING ASBESTOS SHALL BE USED ON THIS PROJECT.
- THESE DRAWINGS ARE THE INSTRUMENTS OF THE ARCHITECTS SERVICE FOR USE SOLELY WITH RESPECT TO THIS PROJECT. THE ARCHITECT SHALL BE DEEMED THE AUTHOR OF THE DOCUMENTS AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS INCLUDING THE COPYRIGHT. THE DRAWINGS SHALL NOT BE USED BY THE OWNER, GENERAL CONTRACTOR, SUB CONTRACTORS, OR OTHERS ON ANY OTHER PROJECT EXCEPT BY AGREEMENT IN WRITING FROM THE ARCHITECT.
- LIVE LOADS USED IN DESIGN: DEAD LOADS USED IN DESIGN:
ROOF: 40 PSF ROOF: 15 PSF
FLOOR: 40 PSF FLOOR: 15 PSF
DECK: 40 PSF PARTITIONS: 8 PSF
WIND: 130 MPH
EXPOSURE C
SEISMIC DESIGN CATEGORY B
- THE CONTRACTOR MUST CALL THE UTILITY NOTIFICATION CENTER OF COLORADO 1-800-922-1987 BEFORE STARTING ANY EXCAVATION
- PRIOR TO ANY RENOVATION OR DEMOLITION WHICH MAY DISTURB GREATER THAN THE TRIGGER AMOUNT (50 LF ON PIPES, 32 SQ FT ON OTHER SURFACES, OR EQUIVALENT OF A 55 GALLON DRUM) OF MATERIAL IDENTIFIED AS A SUSPECT ASBESTOS CONTAINING MATERIAL PURSUANT TO THE EPA "GREENBOOK" APPENDIX G 1990, THE FACILITY TO BE AFFECTED BY THE RENOVATION OR DEMOLITION SHALL BE INSPECTED TO DETERMINE IF ABATEMENT IS REQUIRED.
- A WILDFIRE DEFENSIBLE SPACE AROUND YOUR STRUCTURE IS RECOMMEND. SEE GUIDELINES AT WWW.EXT.COLOSTATE.EDU/PUBS/NATRES/06302.HTML
- RADON GAS HAS BEEN ASSOCIATED WITH DECOMPOSED GRANITE SOIL CONDITIONS. CONSULT THE SOILS TEST AND THE EPA AT WWW.EPA.GOV/RADON FOR RADON GAS REDUCTION TECHNIQUES.
- PROVIDE ICE BARRIER PER IRC SECTION R905.2.7.1
- GUTTERS AND DOWNSPOUTS ARE REQUIRED TO DIRECT ROOF WATER MIN 3'-0" FROM STRUCTURE
- CODES BEING USED:
BUILDING 2016 IRC
MECHANICAL 2015 IMC
PLUMBING 2015 IPC
ELECTRICAL 2014 NEC
ENERGY 2015 IECC

2
SP1 GENERAL NOTES
NTS



SITE PLAN
SCALE 1"=20'

3
SP1 SITE PLAN
SCALE 1" = 20'

SEAL

DATE
8-28-19

REVISIONS

MCNAUGHT ADDITION

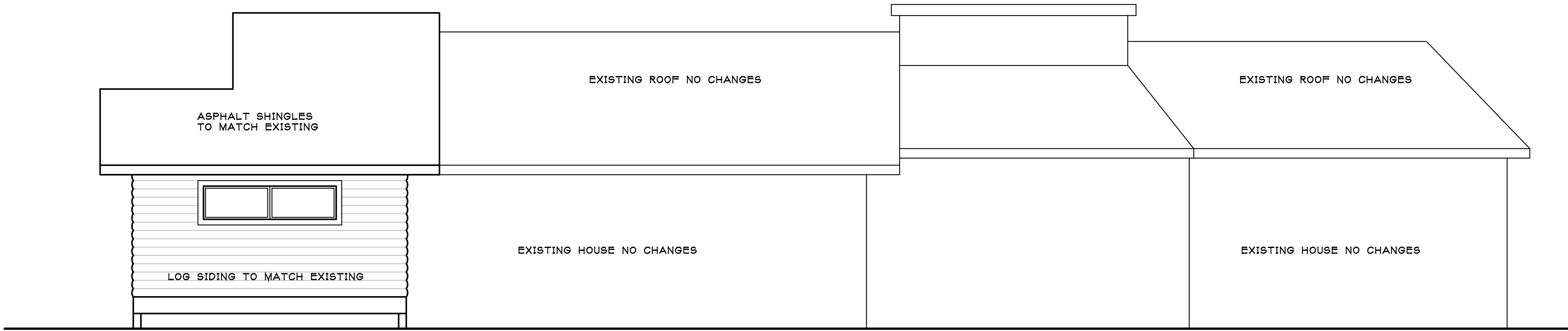
10825 BELVIDERS AVE
LOTS 14, 15, 16, BLOCK 19, GREEN MINTAIN FALLS #3
GREEN MOUNTAIN FALLS, COLORADO

CRS Architects, LLC

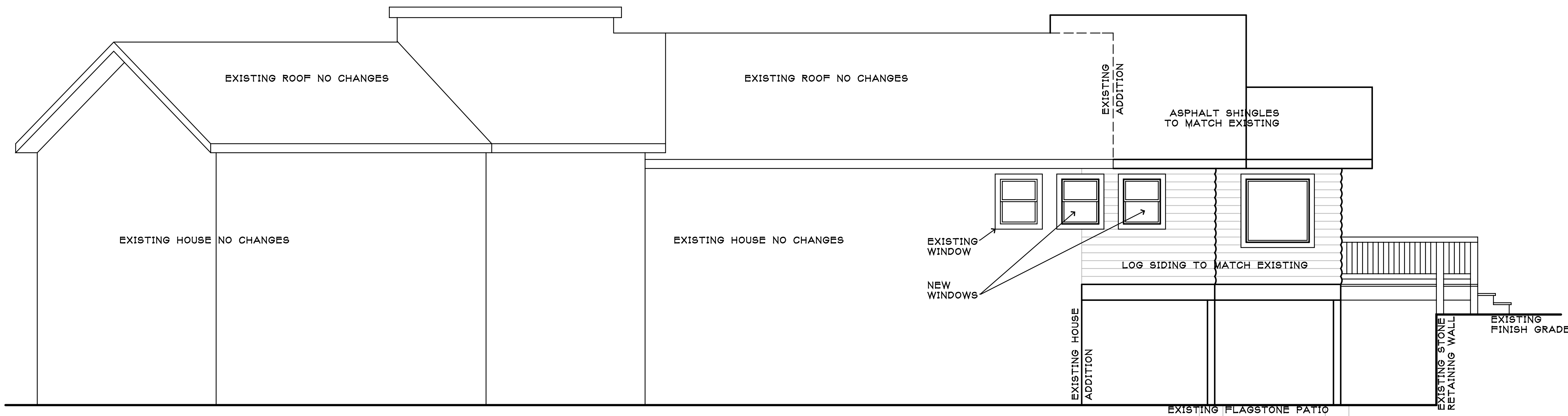
1231 Rampart Range Road
Woodland Park, CO 80863
719-331-8179

SHEET 1 OF 1

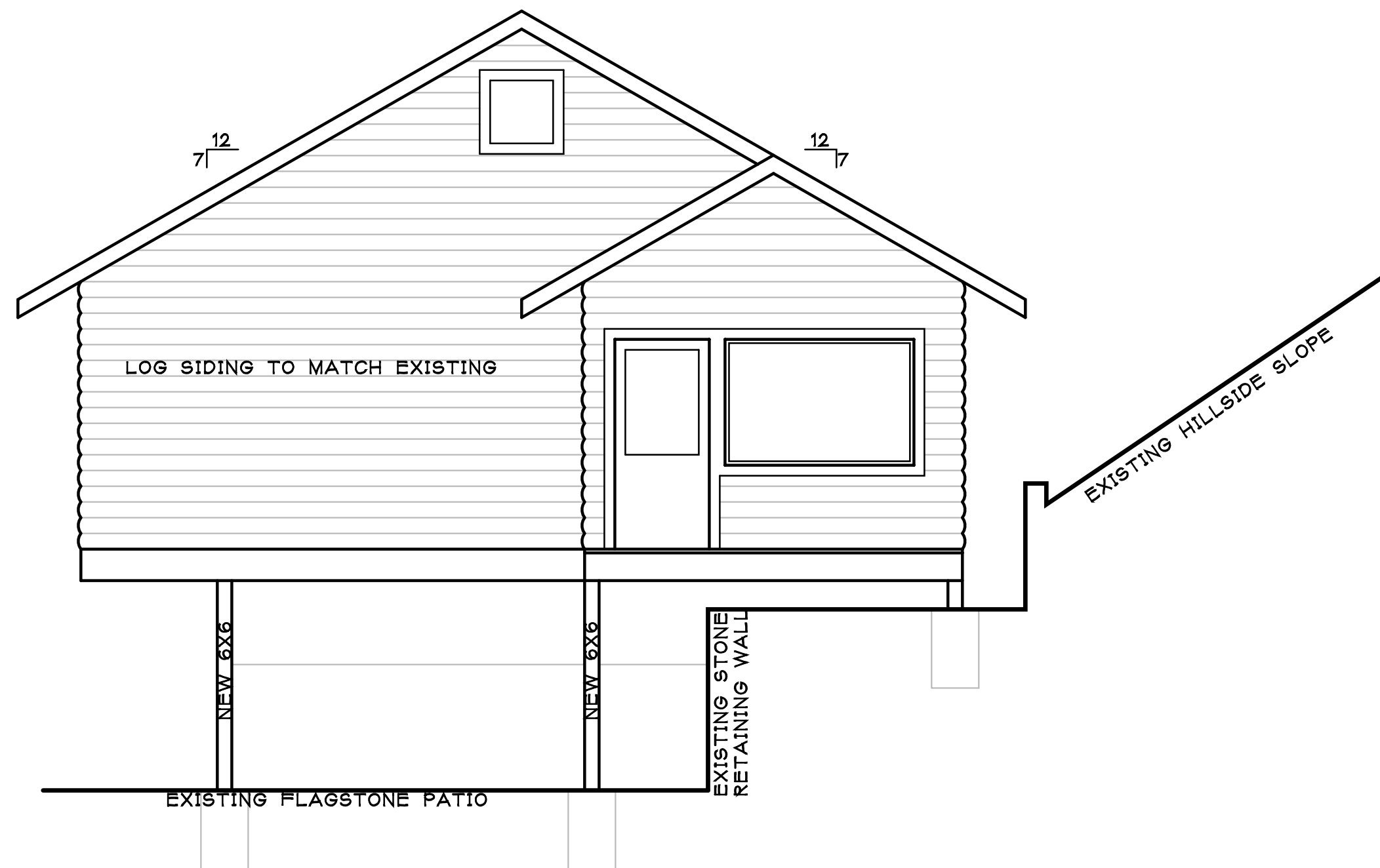
SP1



1 SOUTH ELEVATION
A2 SCALE 1/4" = 1'-0"



2 NORTH ELEVATION
A2 SCALE 1/4" = 1'-0"



3 WEST ELEVATION
A2 SCALE 1/4" = 1'-0"

SEAL
PRELIMINARY

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9-17-19

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A2

SEAL
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REVISIONS

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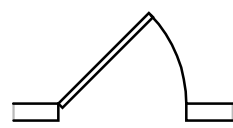
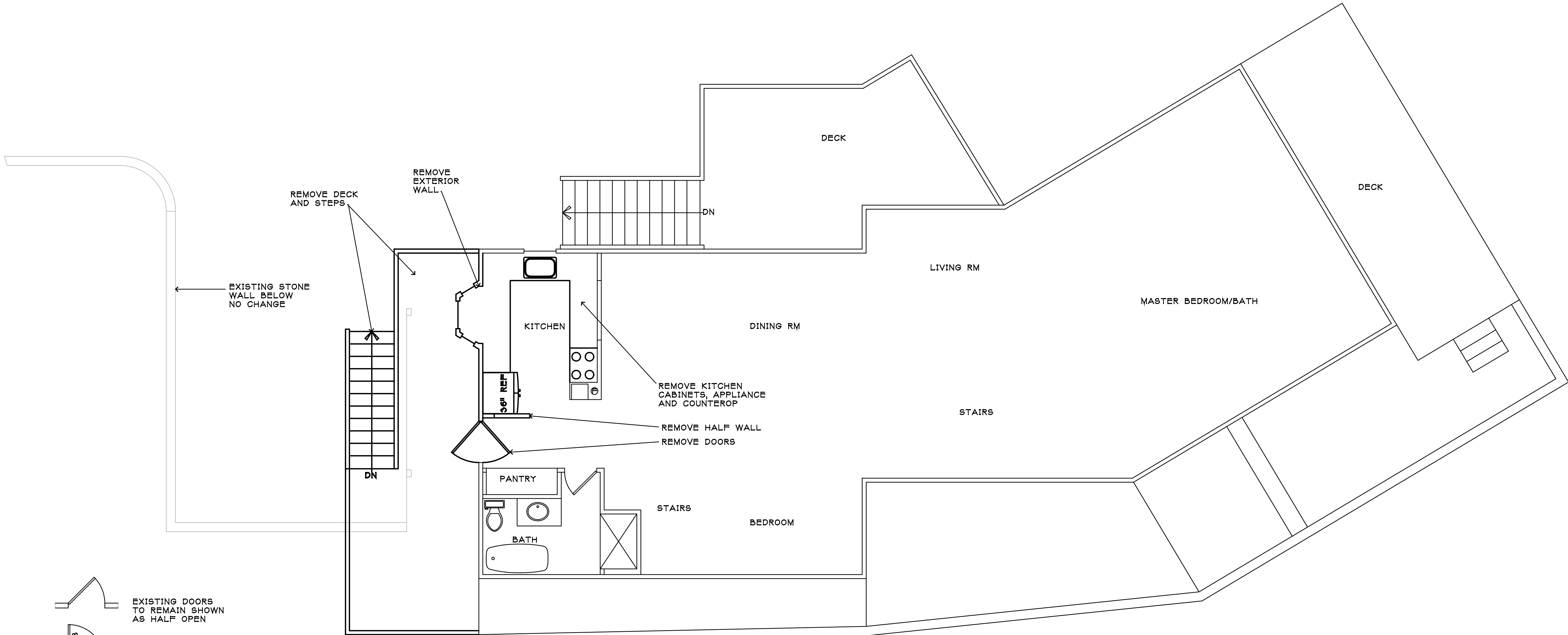
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CRS Architects, LLC

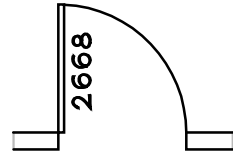
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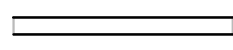
D1



EXISTING DOORS
TO REMAIN SHOWN
AS HALF OPEN



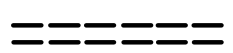
NEW DOORS SHOWN
AS OPEN
2668 = 2'6"X6'8"



EXISTING WALLS
TO REMAIN



NEW WALLS TO
BE ADDED



EXISTING WALLS TO
BE REMOVED

From: [Ted Fariss](#)
To: [Julia Simmons](#)
Subject: Richard McNaught, 10825 Belvidere
Date: Monday, September 16, 2019 5:11:12 PM

I am the neighbor to the west of Mr McNaught, he informed me that he is going to build a addition on his home, I as his neighbor have no issues with him doing an addition. Have a good day.

Ted Fariss
719.510.5399