

TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING

Tuesday March 26, 2019- 6:30 PM at Town Hall

AGENDA

1. CALL TO ORDER/ROLL CALL welcome guests
2. ADDITONS DELETIONS & CORRECTIONS TO THE AGENDA
3. APPROVE MINUTES of Mar 12 Meeting
4. PUBLIC INPUT - For Items not on the Agenda
5. NEW BUSINESS
 - a. PR003: Plan Review-10555 Illinois- New windows- HGMFF- Jesse Stroope
 - b. PR004: Plan Review-10775 Mountain Ave- Change Lot Lines, Build addition to home
Ian Willis
6. OLD BUSINESS
 - a. COMP PLAN- Progress Report-Bratton
 - b. Finalize Frequently Asked Questions- (tabled from Mar 12)- Caldwell
 - c. Finalize PC Plan Review Checklist- (tabled from Mar 12)-Bratton
 - d. Finalize new Form "Request for PC Review"-(tabled from Mar 12)-Town Clerk
 - e. Discussion of revision to Sec 16-705 Architectural Review (c)(1) Materials-
(tabled from Mar 12)- Caldwell
7. ADJOURN

TOWN OF GREEN MOUNTAIN FALLS
Planning Commission
10615 Green Mountain Falls Road
March 12, 2019 6:30 P.M.

MEETING MINUTES

Commission Members Present

Chair Eric Caldwell
Vice Chair Dick Bratton
Commissioner Rocco Blasi
Commissioner Nathan Scott
Commissioner Gregory Williamson

Commission Members Absent

Secretary

Katharine Guthrie

1. Call to Order/Roll Call

Chair Eric Caldwell called the meeting to order at 6:33 PM

2. Additions, Deletions, or Corrections to the Agenda

M/S: Bratton/Williamson

Motion: Move to approve the agenda as submitted.

Vote: Motion carries. All aye.

3. Approve notes PC Workshop 2/26/19

No action necessary.

4. Public Input

Ann Esch reported that the visit of city representatives from Woodland Park at the Board of Trustees meeting on 3/5/19 was helpful and good to see they really want to cooperate.

5. Comp Plan--Presentation by Kristy Bruce & Jennifer Gardner, Logan Simpson, Inc.

Overall Progress Report

Report on Evaluation of 2007 Plan

Report on Opportunities Survey

Plan Framework/Outline--Plan Content

Review new draft Base Map

Draft Updated Zoning Map

Tiny Homes--Report on Research of Code and Case Studies

“Small Homes” may be a better term as “Tiny Homes” are typically on wheels
GMF has no minimum building size specified per zone
Pikes Peak Building Dept. is currently working on regulations
Put more focus on affordable housing and not just ‘Tiny Homes.’

Next Steps

- i. Illustrative Land Use Plan
- ii. Strategic Action Plan & Adaptive Management and Monitoring
- iii. Town Meeting #3
- iv. Public Draft Plan Chapter Review

6. New Business

Chair Caldwell adjourned the PC meeting at 7:20 PM

- a. PUBLIC HEARING--Rezone Town Hall Parcel from Business to Public Facility

Chair Caldwell opened the Public Hearing at 7:20 PM

Currently Town Hall Parcel is zoned for commercial use.

Public Comments:

Mac Patrone inquired about the need or value of a zoning change.

What is the value of reflecting the ground use and changing the zoning from commercial to municipal property?

Commissioner Williamson requested a cost benefit analysis to ensure there are no negative issues associated with the zoning change.

If in the future the town disillusioned incorporation, all municipal facilities and properties become property of the school district.

Chair Caldwell adjourned the Public Hearing at 7:33.

Chair Caldwell reopened the PC Meeting at 7:33.

Commissioner Bratton: Request to propose some findings and determination.

Rezone Town Hall parcels from B (Business District) to P-F (Public Facilities District)

Findings and Determinations:

1. The change from B (Business) to P-F (Public Facility) is justified. B (Business) zoning does not reflect the actual current land use of the parcel (Sec 16-310). P-F (Public Facilities) is more accurate in describing the current land use which is the site of the recently built Town Hall and Marshal's facility (Sec 16-133).

M/S: Bratton/Caldwell

Motion: Move that the Findings and Determinations that have been read are acceptable to the Planning Commission and hereby approve of the motion.

Vote: Motion carries. All aye.

M/S: Bratton/Blasi

Motion: Move that the Planning Commission recommends that the Town Board of Trustees approve rezoning of the Green Mountain Falls Town Hall parcel Schedule 8308-101 from B (Business District) to P-F (Public Facilities District).

Vote: Motion carries. All aye.

None of adjacent neighbors to Town Hall attended the Public Hearing.

- b. Plan Review--6825 Howard St.--Deck replacement--Bradley Ware, owner
The Site Plan does not clearly reflect the property lines. Therefore, setbacks cannot be determined. It must be determined that the deck is not on someone else's property.

Page 2 Planning Commission Minutes 3/12/19

M/S: Bratton/Williamson

Motion: Recommend that we table this issue until we can obtain information on the property line location.

Vote: Motion carries. All aye.

7. Old Business

- a. Finalize Frequently Asked Questions (tabled from 2/12/19 and 2/26/19) Caldwell

M/S: Caldwell/Blasi

Motion: Move to table

Vote: Motion carries. All aye.

- b. Finalize PC Plan Review Checklist (tabled from 2/12/19 and 2/26/19)

M/S: Caldwell/Blasi

Motion: Move to table

Vote: Motion carries. All aye.

- c. Finalize new form "Request for PC Review" (tabled from 2/26/19) Town Clerk

M/S: Caldwell/Blasi

Motion: Move to table

Vote: Motion carries. All aye.

- d. Discussion of revision to Sec 16-705 Architectural Review (c)(1) Materials
(tabled from 2/12/19 and 2/26/19) Commissioner Williamson

8. Adjourn

There being no further business, the meeting adjourned at 8:28 PM.

Eric Caldwell, Chair

Katharine Guthrie, Recording Secretary



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: Applicant: Penman Const. / Owner: Green Mtn. Land & Cattle Co.

MAILING ADDRESS: PO Box 527
Green Mountain Falls, CO 80819

PHONE NUMBER: (719) 492-3342 EMAIL ADDRESS: penmanconstruction@msn.com

SITE ADDRESS OR ASSESSOR PARCEL NUMBER: 10555 Illinois Ave.

DATE WORK IS TO BE STARTED: April 1, 2019 COMPLETED: July 1, 2019

BRIEF PROJECT DESCRIPTION: Renovation of existing residence to include new asphalt
shingles, doors and windows, skylights and interior remodel

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

[Signature] General Contractor
SIGNATURE TITLE
DATE 3/19/2019

*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

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: \$125.00 Date Collected: (due 10 days before PC meeting) 3/20/19
Payment Type: Municipal
Independent Engineering Review Date (if applicable): —
Planning Commission Action/Date (attach minutes): —
BOT Approval Date: —

TRANSACTION SUMMARY

TRANSACTION TYPE: SALE

PAYMENT ITEM	REFERENCE NUMBER	AMOUNT
NPS Convenience Fee		\$3.31
Permit Fees		\$125.00
TOTAL:		\$128.31

TOWN OF GREEN MOUNTAIN FALLS, CO - GENERAL FUND
10615 Green Mountain Falls Road
Green Mountain Falls, CO 80819
719-684-9414

Michael Penman

Transaction Number: 4670802
Date Processed: 03/20/2019 13:36:39 MDT
Transaction Type: Credit Card
VISA - Key Entered CardNumber: *****1117
Authorization: 092531
Reference Number: 00030540
Permit Fees: \$125.00
Total: \$128.00

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

Thank You
MUNICIPALITY SERVICE FEE - TOWN OF GREEN MOUNTAIN FALLS, CO
511 Congress Street, Suite 503
Portland, ME 04101
(877) 596-5097

Michael Penman

Transaction Number: 4670802
Date Processed: 03/20/2019 13:36:39 MDT
Transaction Type: Credit Card
VISA - Key Entered CardNumber: *****1117
Authorization: 0924091
Reference Number: 00030547
Convenience Fee: \$3.31
Total: \$3.31

I agree to pay above total amount according to the card issuer agreement & understand this non-refundable convenience fee will be charged to allow my payment via credit card.
Signature: _____

Thank You
Printed: 03/20/2019 13:36:44

DRAWING LIST

ARCHITECTURAL DRAWINGS

- A1.1 HILL, VALLEY & SITE PLAN
- A1.2 DEMOLITION PLANS
- A1.3 CONSTRUCTION PLANS
- A2.1 EXTERIOR ELEVATIONS
- A3.1 BUILDING SECTION
- A3.2 BUILDING SECTION
- A7.1 WINDOW & DOOR SCHEDULE
- E1.1 POWER & LIGHTING PLAN

BUILDING DATA

PROJECT DESCRIPTION
RENOVATION OF ONE-STORY HOUSE
ZONE: GREEN MOUNTAIN FALLS RESIDENTIAL
TAX ID#: 83094-12-002

BUILDING AREA

MAIN LEVEL: 435 SQ. FT. (NO CHANGE)
LOFT LEVEL: 225 SQ. FT. (NO CHANGE)

BUILDING FOOTPRINT

EXISTING: 3745 SQ. FT. (NO CHANGE)
LOT COVERAGE: 3.4% (NO CHANGE)
BUILDING HEIGHT: 20.0 FT. (NO CHANGE)
BEDROOM #: 1 (NO CHANGE)

PETER BROTHERTON ARCHITECT, P.C.
153 WEST 27TH STREET, SUITE 705
NEW YORK, NEW YORK 10001
T: 718 237 0182
F: 718 237 4877

Notes & Remarks

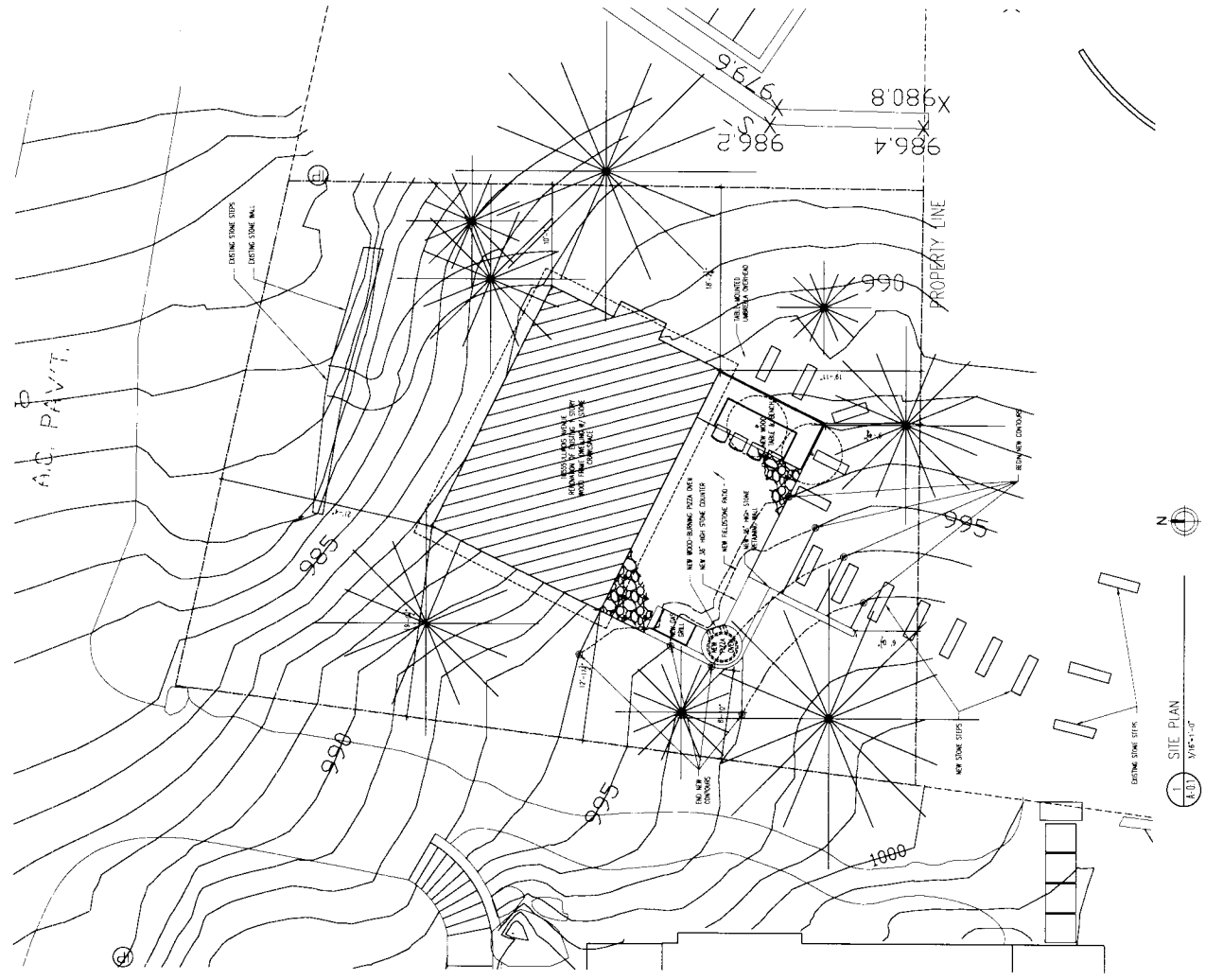
PLUMBING: 03-18-2019

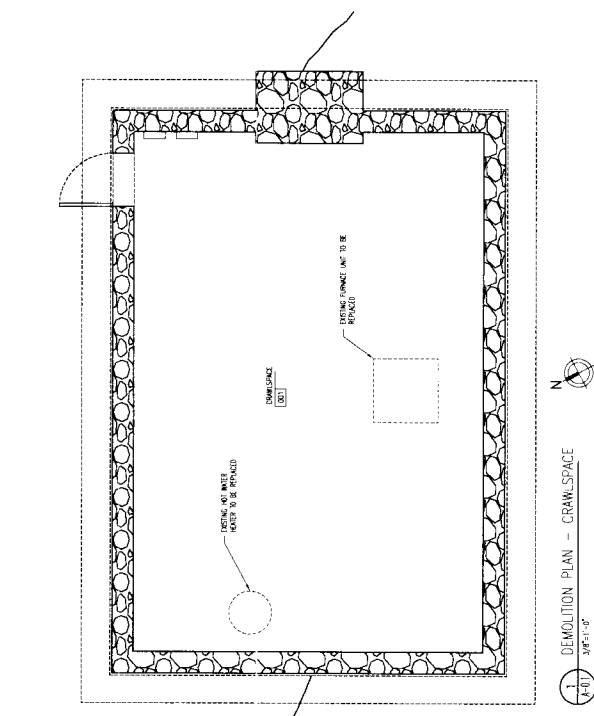
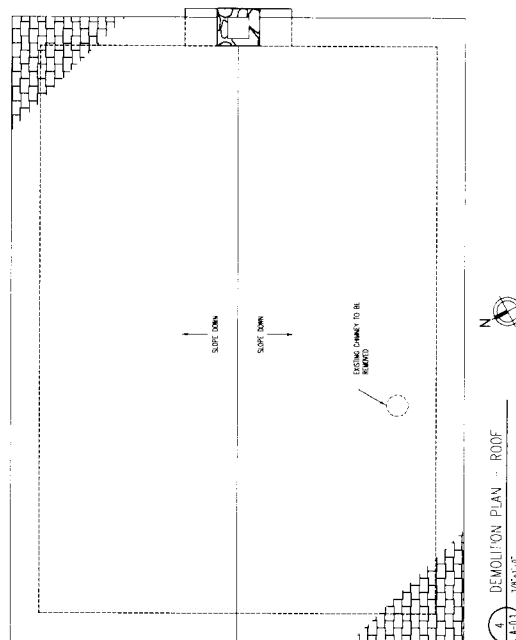
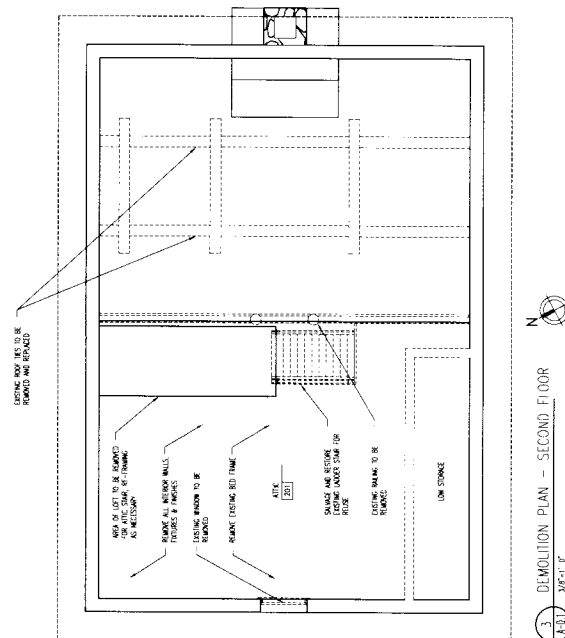
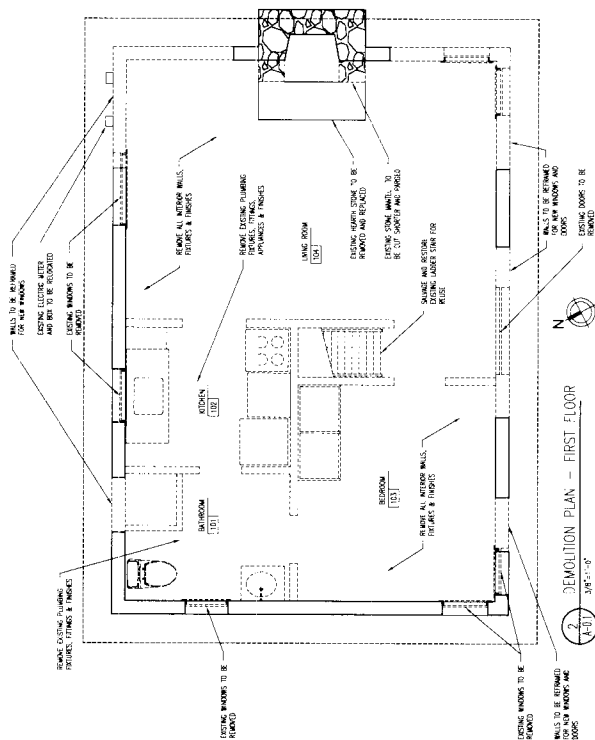
RENOVATION OF EXISTING HOUSE
10555 ILLINOIS AVENUE
GREEN MOUNTAIN FALLS, CO 80819

TITLE SHEET & SITE PLAN

Scale & Signature

Project No. 1704
Drawn By ACM
Date By
Drawing Number
A-0.1
Scale 1/8" = 1'-0"





WALL TYPE LEGEND

EXISTING WALLS TO BE DEMOLISHED

PEIER BROTHERTON ARCHITECT, P.C.
55 WEST 27TH STREET, SUITE 705
NEW YORK, NEW YORK 10001
212 718 237 0182
212 718 237 4677

Notes & References

FILING SET 03-18-2019

RENOVATION OF EXISTING HOUSE
10555 ILLINOIS AVENUE
GREEN MOUNTAIN FALLS, CO 80819

Paul A. Stansbury

Handwritten: 100

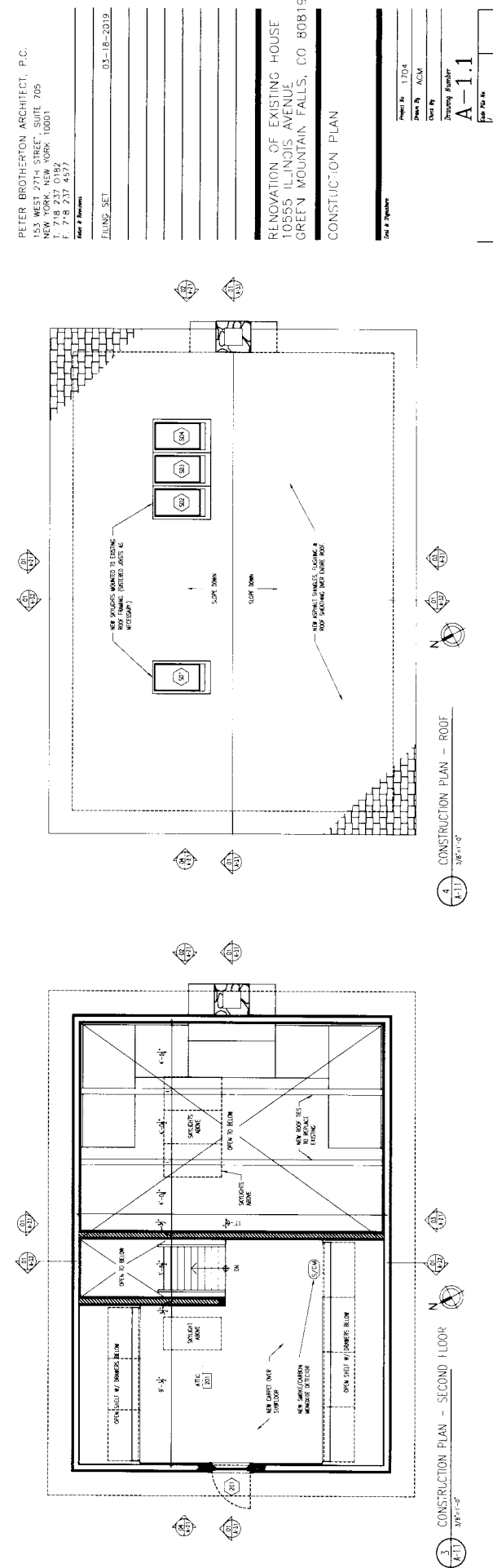
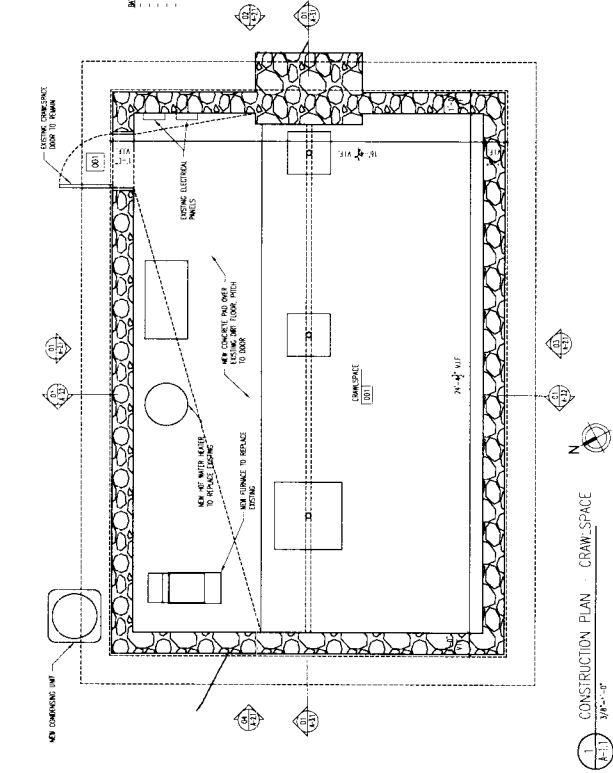
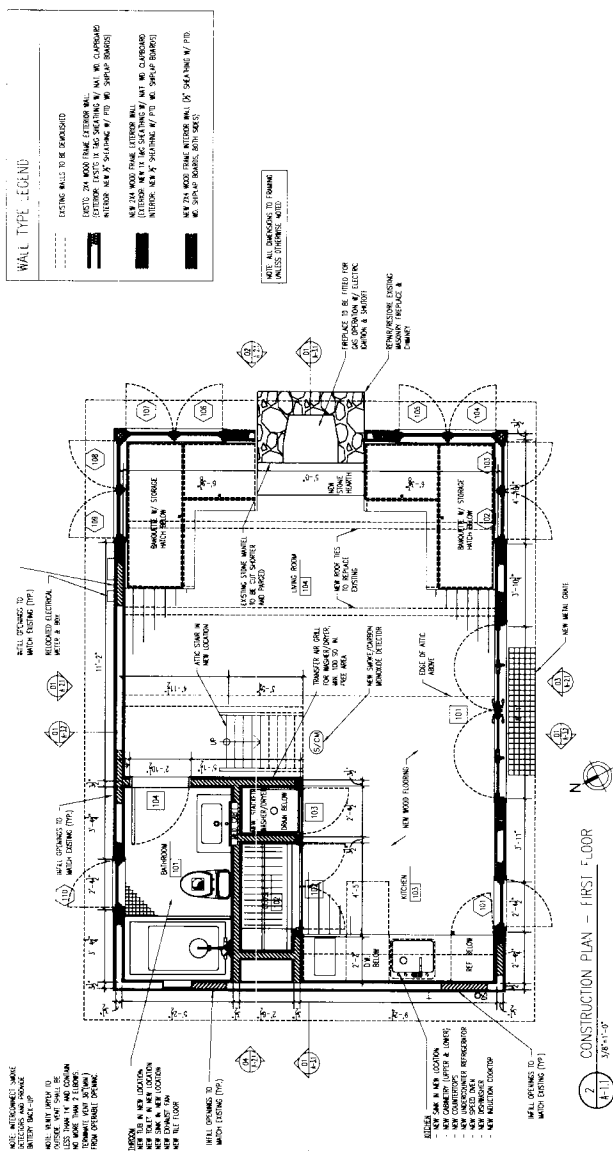
1704

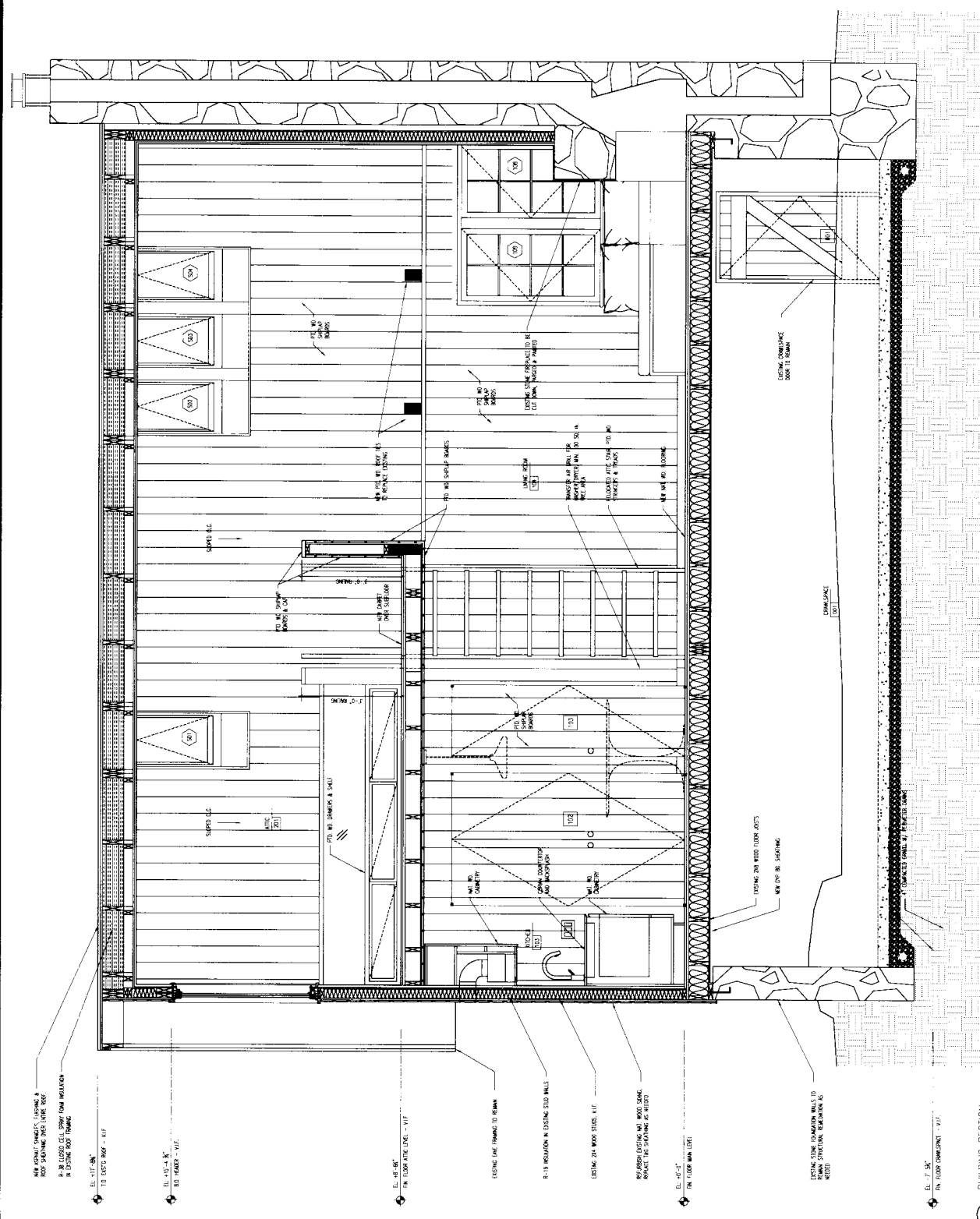
ACM

Act 19

Drawing Number
A-1.0

Order No.





PETER BROTH RION ARCHITECT, P.C.
153 WEST 27TH STREET, SUITE 705
NEW YORK, NEW YORK 10001
T. 718.237.0192
F. 718.237.4577

Sheet 2 of 2

PLUMBING SET 03-18-2019

RENOVATION OF EXISTING HOUSE
10555 ILLINOIS AVENUE
GREEN MOUNTAIN FALLS, CO 80819
BUILDING SECTION

Sheet 2 of 2

Project No. 1704
Owner By ACME
Arch By
Drawing Number
A-3.1

1. BUILDING SECTION
SHEET 2 OF 2

1
A-11

3 POWER & LIGHTING PLAN 10 FT LEVEL
3/8" = 1' 0"

2 POWER & LIGHTING PLAN · MAIN LEVEL
A-1.1 3/8"=1'-0"

[illegible][illegible]

PETER BROTHERTON ARCHITECT, P.C.
153 WEST 27TH STREET, SUITE 705
NEW YORK, NEW YORK 10001
T. 718 237 0182
F. 718 237 4577

Notes & References

FILING SET
03-18-2019

RENOVATION OF EXISTING HOUSE
10555 ILLINOIS AVENUE
GREEN MOUNTAIN FALLS, CO 80819

Confidential

Project No.	704
Drawn By	ACM
Check By	
Drawing Number	E-1.1
Scale	Full Size As



The Town of Green Mountain Falls

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(719) 684-9414 www.gmfco.us

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*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: IAN Willis

MAILING ADDRESS: P.O. box 795
GMF 80819

PHONE NUMBER: 432 8236 EMAIL ADDRESS: treehopper30@yahoo.com

SITE ADDRESS OR PARCEL NUMBER: 10775 Mtn. Ave.

DATE WORK IS TO BE STARTED: MAY COMPLETED: June

BRIEF PROJECT DESCRIPTION: Add 2 bed rooms

Absolve property lines

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

Ian Willis land owner
SIGNATURE TITLE
DATE 3-20-19

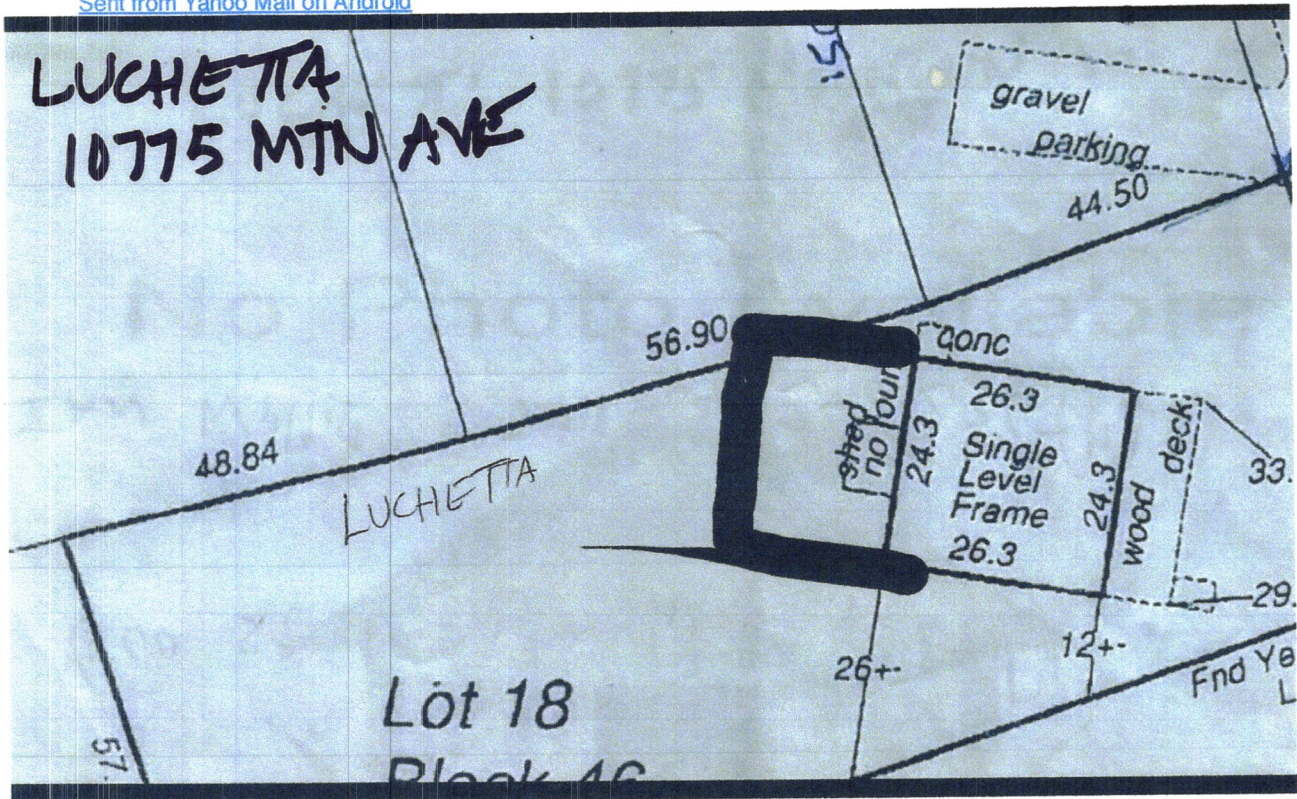
*Reference Sections 16-705, 707, and 715, Sections 17-81, 85, 100 of Green Mountain Falls Municipal Code
Fee can be found in the current year fee schedule on our website under Forms

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: 125.00 Date Collected: (due 10 days before PC meeting) 3/20/19
Payment Type: cash Jan
Independent Engineering Review Date (if applicable): _____
Planning Commission Action/Date (attach minutes): _____
BOT Approval Date: _____



IMPROVEMENT LOCATION CERTIFICATE

(THIS IS NOT A PROPERTY SURVEY)



EPC ASSESSORS MAP

mtn. Ave

Den. Ave.

DENVER AVE

10815

~~10805~~

10795

New Line?

X-New line?

10815
Den. Ave.

Parking

Shed
New

Septic

Firework
TAKEOVER
OLD
shed

Picnic
Area

shed

Parking

"RENTAL
UNIT"

Lot 18

extend

10775
Mtn Ave




Shed

ROW

TRAIL

10791

Mtn. Ave.

-  Wood Fence
 Wire Fence
 Fnd. Monument - Pipe
 Overhead Power Line

Note: Improvements shown by apparent lines of possession, without sufficient positive monumentation found.

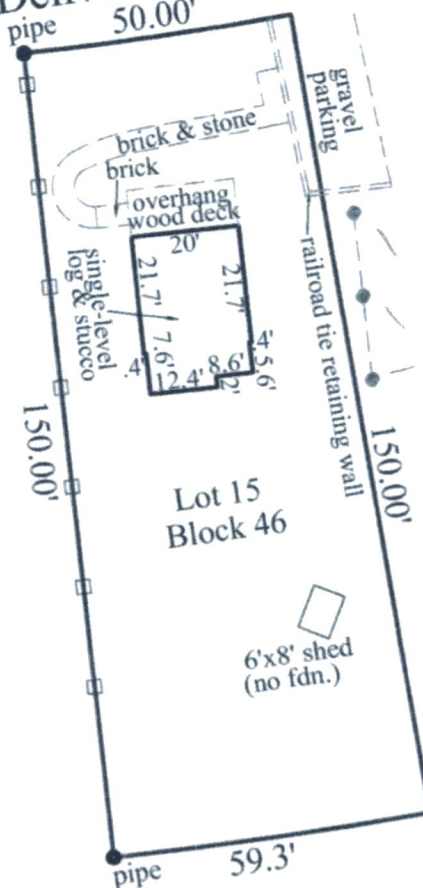
Note: Dimensions from improvements to property lines have been repealed as standards for the Improvement Location Certificate effective September 1, 2015, Section 38-51-105, C.R.S.



Scale: 1" = 30'



10815
Denver Avenue



Legal Description

Lot 15, Block 46, in Fifth Addition to Green Mountain Falls, County of El Paso, State of Colorado.

Surveyor's Certificate

I hereby certify that this Improvement Location Certificate was prepared for the *Mortgage Lender and the *Title Company and that it is not a Land Survey or Improvement Survey Plat, and that it is not to be relied upon for the establishment of fence, building or other future improvement lines. I further certify that the Improvements on the described parcel on this date **, except utility connections, are entirely within the boundaries of the parcel, except as shown, that indicated, and that there is no apparent evidence or sign of any easement crossing or burdening any part of said parcel except as noted. (c.r.s.38-51-109)

This Improvement Location Certificate does not constitute a title search by Alessi and Associates, Inc. to determine ownership of easements of record. For all information regarding easements, Right-of-Way and Title of Record, Alessi and Associates, Inc. relied on Title Commitment*.

PREPARED BY:



ALESSI & ASSOCIATES, Inc.
APPRAISERS • ENGINEERS • SURVEYORS

PURPORTED STREET ADDRESS:

10815 Denver Avenue

**DATE: 1/11/2017

*LENDER/CLIENT: Hailey Floyd

50.3

Improvement Location Certificate

150.24

LEGEND

- = CHAIN LINK FENCE
- ✱ = WIRE FENCE
- = WOOD FENCE
- = OVERHEAD UTILITY LN

(THIS IS NOT A PROPERTY SURVEY AND SHOULD NOT BE USED TO CONSTRUCT ANY IMPROVEMENTS)

44.5

150

150

gravel
parking
44.50

Mountain Avenue

48.84

56.90

shed
no found

conc

26.3
Single
Level
Frame
26.3wood
deck

33.7

Fnd Yellow Cap
LS12043**Lot 18
Block 46**

150.00

57.00

Fnd

copy
reduced

Scale: 1" = 30'

Legal Description

Lot 18, Block 46, 5TH ADDITION TO GREEN MOUNTAIN FALLS, El Paso County, Colorado.

Surveyor's Certificate

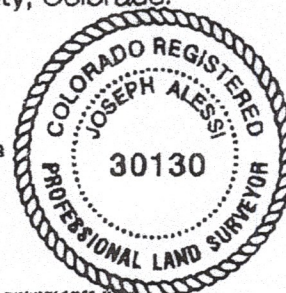
I hereby certify that this Improvement Location Certificate was prepared for the * Mortgage Lender and the Title Company and that it is not a Land Survey or Improvement Survey Plat, and that it is not to be relied upon for the establishment of fence, building or other future improvement lines. I further certify that the improvements on the described parcel on this date **, except utility connections, are entirely within the boundaries of the parcel, except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there is no apparent evidence or sign of any easement crossing or burdening any part of said parcel, except as noted. (C.R.S.38-51-108)

This Improvement Location Certificate (ILC) was performed without the benefit of a title policy or commitment and easements may exist that are not shown hereon. this ILC DOES NOT constitute a title search or easements research by Alessi and Associates, inc. Rather all information regarding title and easement matters should be obtained from a Title Commitment or Policy. All easements shown were taken from the recorded Plat. Legal description from client.

PREPARED BY:

**ALESSI & ASSOCIATES, Inc.**

APPRAISERS • ENGINEERS • SURVEYORS

2989 Broadmoor Valley Road
Colorado Springs, CO 80906Tel: 719/540-8832
Fax 719/540-2781

PURPORTED STREET ADDRESS:

10775 Mountain Avenue

**DATE: 3/23/2005

*MORTGAGE CO: McGinnis GMAC

BORROWER: Guest

*TITLE COMPANY: Security Title

JOB NUMBER: 051298

101.4
Ft.

JAN WILLIS

DRAFT- As of 30 Jan 2017

GMF PLANNING COMMISSION (PC)

FREQUENTLY ASKED QUESTION

QUESTIONS for GMF PC

Reference GMF Municipal Code at www.colorado.gov/greenmountainfalls

Where do I get a Building Permit ? They are issued by the Pikes Peak Regional Building Department (RBD). GMF Does not issue Building Permits

What is the procedure for getting my project approved by the Planning Commission ?

Submit a "Request for PC Review" form to the Town Clerk. The form is available on the Town web site under "Forms".

What is a SITE PLAN ? A scale drawing showing Property Lines and the location of all existing and proposed structures on the lot.

What is SETBACK ? A prescribed minimum distance from the nearest property line to any new structures. inimum distances are prescribed in the Municipal Code Sec 16-301

What Fees apply ? Town Plan Review Fee (\$125) and Town Business License Feesforall contractors (\$50/yr for each contractor). Other fees may apply to some projects.

QUESTIONS FOR REGIONAL BUILDING DEPARTMENT (RBD)

Visit RBD Web Site for answers at www.pprbd.org.

Do I need a BUILDING PERMIT for my project ? See list on RBD web site.

What work does NOT require a Building Permit ? See list on RBD web site.

How do I get an RBD Building Permit ? Visit RBD web site for instructions.

Where can I get design and construction standards for a deck ? RBD web site.

Does My contractor need a license from RBD ? See RBD web site.

Does my Roofer need an RBD Contractor's license ? Yes- See RBD web site.

How do I get an RBD Building Permit ? Visit RBD web site for instructions. www

GMF does not issue Building Permits. RBD does.

DRAFT as of 30 Jan 2019

Town of Green Mountain Falls

Planning Commission Checklist for Plan Reviews

References: GMF Municipal Code-Chapter 16 Zoning, 17 Subdivisions, 18 Buildings
Code is on Town Web site at www.colorado.gov/greenmountainfalls

SUBMITTALS TO TOWN CLERK

- ☐ Completed Form "Request for PC Review" received by Town Clerk
- ☐ GMF Fees paid (Plan Review Fee \$125, Contractor GMF Business License Fee (\$50/yr)
- ☐ Site Plan Drawing
- ☐ Application for Fence Permit (If applicable) (16-501 et al)
- ☐ Grading and Erosion Control Plan (If applicable) (17-83, 16-205, 16-206)

MASTER PLAN AND POLICY COMPLIANCE 16-201 et al

- ☐ Natural Resources. Manmade Hazards **16-203**
- ☐ Scenic Quality **16-214**

SITE PLAN

- ☐ Solar Gain considered **16-217**
- ☐ Setbacks are adequate- Shows distance of new buildings/additions to lot lines **16-301** et al
- ☐ Shows any new signs **16-401 et al**
- ☐ Shows location and height of any new fences and retaining walls **16-501** et al
- ☐ Shows location of any new accessory Buildings (including sheds) 16-601 et al
- ☐ Shows Off Street Parking **16-603**
- ☐ Shows any proposed tree cutting **16-705 (c)(3)**

ZONING COMPLIANCE

- ☐ Permitted Use ? **16-305 et al**
- ☐ Special Use ? **16-710 et al**

GRADING PLANS/DRAINAGE PLANS (If required by **17-83 et al, 16-205, 16-206**)

CONSTRUCTION DRAWINGS

- ☐ Show location of all exterior work
- ☐ Shows Finished Building height **16-305** et al
- ☐ Design meets Architectural Review Standards **16-73, 16-705**
- ☐ Exterior Materials indicated and comply with Architectural Review Standards **16-705**

OTHER

- ☐ Contractor has RBD License ? www.pprbd.org - 327-2880
- ☐ Chairman Stamps and Signs Construction Drawings to allow RBD to conduct a RBD Plan Review and issue a Building Permit



The Town of Green Mountain Falls

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

APPLICANT/LAND OWNER: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

SITE ADDRESS OR ASSESSOR PARCEL NUMBER: _____

DATE WORK IS TO BE STARTED: _____ COMPLETED: _____

BRIEF PROJECT DESCRIPTION: _____

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

SIGNATURE

TITLE

DATE _____

*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

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For office use:

Fee Amount: _____ Date Collected: (due 10 days before PC meeting) _____

Payment Type: _____

Independent Engineering Review Date (if applicable) : _____

Planning Commission Action/Date (attach minutes) : _____

BOT Approval Date: _____