



MEETING MINUTES

**Planning Commission Meeting
September 8, 2020
6:30 p.m. Zoom Virtual Meeting**

Commissioners Present: Todd Dixon, Sean Ives, Lamar Matthews, Gregory Williamson, Paul Yingling

Ex Oficio Member: Mayor Jane Newberry

Board of Trustees Liaison: Katharine Guthrie

GMF Staff: Julia Simmons

[Meeting Link](#)

| Agenda Item | Motion/Discussion | M/S | TD | SI | LM | GW | PY | JN |
|---|---|-------|-----|-----|-----|-----|-----|----|
| 1. CALL TO ORDER / ROLL CALL | Commissioner Dixon called the meeting to order at 6:30 PM. Roll call is reflected in minutes header for all present. | | | | | | | |
| 2. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA | Move to accept the agenda with the numbering correction on Item 6e, which should be Plan Review PR2020-20. Motion carries. All aye. | PY/GW | aye | aye | aye | aye | aye | - |
| 3. APPROVAL OF MINUTES August 11, 2020 Regular Meeting | Move to accept the minutes as submitted. Motion carries. All aye. | PY/SI | aye | aye | - | - | aye | - |
| 4. PUBLIC COMMENT | No members of the public asked to be recognized for public comment. | | | | | | | |
| 5. UNFINISHED BUSINESS | | | | | | | | |
| 5a. Election of Officers – Chair and Vice Chair. Discussion and Consideration Continued from August 11, 2020 Meeting | Commissioner Williamson asks to be recognized and gives comments pertaining to the position of Chairperson and overall meeting management. Move to nominate Commissioner Dixon as Chairperson | GW/PY | - | aye | aye | aye | aye | - |
| | Move to nominate Commissioner Williamson as Vice Chairperson | PY/LM | aye | aye | aye | - | aye | - |
| 6. NEW BUSINESS | | | | | | | | |
| 6a. PR2020-16 Accessory Building – Architectural and Zoning Plan Review of Accessory Building at 10255 Ute | Chair asks to open the public hearing for all items of New Business. | | aye | aye | aye | aye | aye | - |

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| Pass Avenue. Martin and Corrine Romero, Applicants | Commissioner Matthews and Commissioner Yingling each ask for further clarification- that this is for efficiency and the public will have an opportunity to speak prior to each vote. Staff report for PR2020-16 is reviewed; applicant answers Commissioner questions; no public comment Move to approve PR2020-16 with no conditions. | PY/GW | | | | | | |
| 6b. PR2020-18 New Deck – Zoning Plan Review of New Deck at 10805 Olathe Street. Greg Trowbridge on Behalf of Jamie Krall, Owner | Staff report for PR2020-16 is reviewed. VC Williamson: asks for clarification on staff note that the property and residential structure front setback may be nonconforming. Staff: The proposed deck meets the setback requirements for R-1 5,000. Mr. Trowbridge: the deck footprint was expanded to meet PPRBD Building Code for health and safety. Old footprint design wouldn't pass RBD UBC standard. No members of the public ask to be recognized for comment Move to approve PR2020-18 with no conditions | LM/PY | aye | aye | aye | aye | aye | - |
| 6c. PR2020-17 Addition – Architectural and Zoning Plan Review of Garage and Master Bedroom Addition to Single-Family Home at 10330 El Paso Avenue. William Fisher, Applicant, on Behalf of Cord Smith, Owner | Staff report for PR2020-17 is reviewed. Bill Fisher (no address given): there is a zoning designation discrepancy; GMF zoned this parcel R-1 5,000 for a 2002 building permit with PPRBD. Vice Chair Williamson: GMF Ordinance/Code designates zoning, maintained in Town Hall files. The zoning designation needs to be determined to decide if a variance is necessary. Chair opens the public hearing up to comments. Cord Smith, 10330 El Paso Avenue: neighbors built using the 5' setback standard; the former landowner built the carport with 5' setbacks. Would like to continue building retaining walls and doing earthwork now. Commissioner Yingling: is acceptable to approve the architectural plan review and postpone the zoning until further information is presented? | PY/GW | aye | aye | aye | aye | aye | - |

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| | <p>Chair TD: preference is to have zoning issue “cleaned up” and acted on as one item of business.</p> <p>Bill Fisher: the zoning maps do not indicate the designation for each parcel; the only place zoning is defined is in the Zoning Code, which he has not yet reviewed. The only evidence confirming zoning is the PPRBD 2002 document stating the parcel is zoned R-1 5,000.</p> <p>Commissioner Yingling: the zoning determination is beyond the PC purview and will not be resolved tonight.</p> <p>Move to continue PR2020-17 to next Planning Commission meeting, leaving open the possibility of a special meeting.</p> | | | | | | | |
| <p>6d. PR2020-19 New Deck – Architectural and Zoning Plan Review of New Deck at 7265 Catamount Street. Joel Adcock, Applicant, on Behalf of Jason and Laura Morgan, Owners</p> | <p>Staff report for PR2020-19 is reviewed; applicant responds to staff report and answers questions; no public comment given.</p> <p>Move to approve PR2020-19 with staff recommended conditions:</p> <p>1. A signed land use approval application and fee is received by Town Clerk</p> <p>2. The Applicant provides proof of current GMF Business License</p> | PY/SI | aye | aye | aye | aye | aye | - |
| <p>6e. PR2020-20 Accessory Building – Architectural and Zoning Plan Review of Accessory Building at 10975 Falls Avenue. Gary Brown, Applicant</p> | <p>Staff report for PR2020-20 is reviewed; applicant responds to staff report and answers questions; no public comment given.</p> <p>Move to approve PR2020-20 with staff recommended conditions:</p> <p>1. A signed land use approval application and fee is received by Town Clerk</p> <p>2. The contractor installing the shed provides proof of current GMF Business License</p> | PY/SI | aye | aye | aye | aye | aye | - |
| 7. OTHER BUSINESS | | | | | | | | |
| <p>Discussion and Information – Upcoming Mandatory Training, Housekeeping, and Meeting Management</p> | <p>Bylaws to be introduced and reviewed prior to 2021; mandatory training September 10 6:00 PM.</p> <p>The Commission is welcome to suggest a revised meeting start time.</p> | | | | | | | |

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| | Chair Dixon asks to revisit the Planning Commission Implementation periodic review of Comp Plan at next meeting. | | | | | | | |
| 8. ADJOURNMENT | Chair TD adjourns the meeting at 8:04 PM | | | | | | | |