



**Town of Green Mountain Falls**  
**Planning Commission Special Meeting**  
**Agenda**  
**April 27, 2021 • 6:30 PM • Virtual Meeting\***

	ITEM	DESIRED OUTCOME
1.	CALL TO ORDER	
2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	
3.	APPROVAL OF MINUTES March 9, 2021 Regular Meeting Minutes	Action Recommended
4.	PUBLIC COMMENT**	
	NEW BUSINESS	
5.	Public Workshop and Community Input Meeting - Zoning and Land Use Code Rewrite.	
	OTHER BUSINESS	
6.	Trustee Liaison Report on Board Action and Matters of Comprehensive Plan Implementation. Katharine Guthrie, Board of Trustees Planning Liaison	Information
7.	Housekeeping and Announcements	Information
8.	Adjournment	

[\\*Zoom Meeting Link](#)

Meeting ID: 857 8192 7581

Passcode: 656977

\*\*Register for public comment by sending an email: [staff@gmfco.us](mailto:staff@gmfco.us); [planner@gmfco.us](mailto:planner@gmfco.us)

*Planning Commission Members:*

*Todd Dixon, Chair*

*Lamar Matthews, Commissioner*

*Sean Ives, Commissioner*

*Gregory Williamson, Vice Chair*

*Paul Yingling, Commissioner*





**MEETING MINUTES**

**Planning Commission**

**March 9, 2021**

**6:30 p.m. Zoom Virtual Meeting**

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

Commissioners Absent: N/A

Ex Oficio Member: Mayor Jane Newberry

Board of Trustees Liaison: Katharine Guthrie

GMF Staff: Julia Simmons, Zachary Trainor

[Link to Zoom Video Recording](#)

Agenda Item	Motion/Discussion	M/S	TD	SI	LM	GW	PY	JN
1. CALL TO ORDER / ROLL CALL	Chairperson Dixon called the meeting to order at 6:30 PM.							
2. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA	Motion to approve the agenda as submitted All aye, motion passes	PY/SI	Y	Y	Y	Y	Y	-
3. APPROVAL OF MINUTES- February 9,2021	Motion to approve the minutes of the February 9, 2021 meeting as posted. All aye, motion passes	LM/PY	Y	Y	Y	Y	Y	-
4. Remembrance, Former Mayor and Planning Commissioner, Dick Bratton	Committee Members shared memories of Dick Bratton and held a moment of silence.							
5. Public Comment	Michael Butts of 10860 Ora St. commented on the grading and erosion control permit approved by PC and BoT at February meetings. Mr. Butts is now seeking a waiver from engineering review. PC did not consider the item because it was not noticed as an item of business. Commissioners directed staff to work with the Town Engineer on establishing process and timelines on this and all engineering review.							

Agenda Item	Motion/Discussion	M/S	TD	SI	LM	GW	PY	JN
6. Resolution 2021-10 Memorial Bench at Gazebo Lake Park- Donation of a Memorial Bench from the Fox Family.	Mr. Larry Fox and Ms. Lana Fox introduced their proposal, outlined in staff report. Motion to forward a recommendation to the BoT for approval of Resolution 2021-10. All aye, motion passes	GW/PY	Y	Y	Y	Y	Y	-
7. GRA2021-03 Grading/Erosion Control Plan Review–Development of the Upper Turrell Trail at 10400 El Paso Avenue and 10325 W. US Hwy 24. Jesse Stroope, Historic Green Mountain Falls Foundation	Staff introduced the item. Motion to forward a recommendation to the BoT for approval of GRA2021-03, subject to conditions in staff report. All aye, motion passes	LM/SI	Y	Y	Y	Y	Y	-
8. APR2021-02 and GRA2021-03 Architectural Plan Review and Grading/Erosion Control Plan Review – Skyspace Art Installation at 10325 W. US Hwy 24. Jesse Stroope, Historic Green Mountain Falls Foundation	Staff introduced the two items, to be considered separately. Mr. Stroope spoke briefly about collaboration with the artist on architectural plan and fit with community. Motion to approve APR2021-02 as submitted. All aye, motion passes	GW/SI	Y	Y	Y	Y	Y	-
8. APR2021-02 and GRA2021-03 Architectural Plan Review and Grading/Erosion Control Plan Review – Skyspace Art Installation at 10325 W. US Hwy 24. Jesse Stroope, Historic Green Mountain Falls Foundation	Mr. Stroope spoke about the challenges with the amount of time engineering review has taken. VC Williamson requested GECF documents from staff. Motion to forward a recommendation of approval on GRA2021-03 to Board of Trustees with the condition that Town Engineer review plans. All aye, motion passes	LM/SI	Y	Y	Y	Y	Y	-
9. 2021 Zoning and Land Use Code Amendment. Kick-off Presentation. Nina Williams, Wilson and Williams, LLP, and Zach Trainor, GMF Staff	The project team presented an overview of the land use code project and upcoming opportunities for input and engagement. Commissioners discussed ideas and suggestions for future public meetings.							

Agenda Item	Motion/Discussion	M/S	TD	SI	LM	GW	PY	JN
10. Trustee Liaison Report on Board Action and Matters of Comprehensive Plan Implementation. Katharine Guthrie, Board of Trustees Planning Liaison	Trustee Guthrie shared information on grant funding relating to stormwater and capital improvements. Updates on parking and signage initiatives.							
11. Housekeeping and Announcements	No housekeeping items to were presented.							
12. Adjournment	Chair Dixon adjourned the meeting at 7:59 PM.							





To: Planning Commission and Community Stakeholders  
From: Planning & Land Use Staff  
Date: April 23, 2021  
Re: Zoning Code Rewrite Community Input Workshop

This workshop is the first outreach event for the Zoning Code Rewrite. A community letter with outreach survey was distributed April 1, 2021 (attached). Preliminary results were used to create tonight's workshop. Stakeholders are still encouraged to complete the survey. These written results, along with public workshop discussion, are the basis for the annotated outline, to be considered by the Planning Commission in May.

The project team has designed a format it believes will encourage participation and meaningful discussion:

- Recess public meeting
- Break into virtual break-out groups; two commissioners to a room
- Designate a notetaker and spokesperson
- Discuss question prompts, taking notes on participant responses
- Return to larger group and resume public meeting
- Group spokesperson reports findings to be included as part of the public record
- Further discussion?

Each break-out group may consider the following three questions, to start:

1. What is one topic from the PowerPoint presentation that resonated with you? What are some challenges you have experienced with the existing code; what would make it easier to "do the right thing?"
2. Do you agree with the preliminary survey results: some applications should be approved administratively (using specific guidelines) instead of requiring a public hearing process?
3. What types of housing and commercial development is most appropriate in GMF? Some themes that have been identified in preliminary surveys: density, building use and height, additional zoning designations, environmental constraints, parks and open space, natural hazards, tiny houses, incentivized commercial development.



# Green Mountain Falls

COLORADO  
OFFICE OF PLANNING & LAND USE

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APRIL 1, 2021



*Photo Credit: John Morgan*

Dear Green Mountain Falls Community,

We hope this letter finds everyone healthy and looking forward to Summer 2021!

The March GMF Planning Commission meeting marked the start of the town's effort to update and improve the Zoning and Land Use code. The project will provide the tools to preserve what makes Green Mountain Falls exceptional while continuing to improve the town. Public input is a key component to success. Please share your ideas or suggestions in the enclosed Zoning Code Rewrite Survey.

There are plenty of opportunities to participate in this process, including a Community Input Meeting on April 27th. Keep-up with news and project developments by checking the Zoning Code Rewrite page.

Thank you for your participation,

GMF Planning & Land Use Staff

**Take the LUC  
Survey!**

[Page 3](#)

**GMF LUC  
Rewrite Project**

[Page 2](#)

**RDM  
Annexation  
Complete**

[Page 4](#)

**Revocable  
Permit  
Reminder**

[Page 4](#)

**Goodbye  
Mr. Bratton**

[Page 2](#)

**New  
Development  
Permits**

[Page 4](#)





## GMF Launches Project to Improve and Update the Zoning Code

The existing zoning code is being updated to keep up with best practices. The goal is to make sure we have the planning tools to preserve what makes Green Mountain Falls exceptional and to continue improving as our community grows.

- Make the code more user-friendly
- Update development review procedures.
- Update zoning and overlay districts.
- Revise use regulations.
- Improve development standards.
- Address goals identified in 2019 Comprehensive Plan

The project formally launched in March 2021, and the process to create the new zoning code will occur in three phases:

- Phase 1- Code Diagnosis, Late Winter 2021
- Phase 2- Code Update, Spring and Summer 2021
- Phase 3- Draft Final Zoning Code and Adoption, Late Autumn 2021

[For more information, please visit the project page here.](#)

## Meet the Zoning Code Rewrite Team



Zachary Trainor is a graduate of the University of Northern Colorado with a BA in History with an emphasis in Secondary Education and has also earned a Graduate Certificate in Geography Education. From 2009-2018, Zach served as a Secondary Social Studies Teacher. Since then, he has been working on earning a MA in Political Science from UC Denver. During his graduate program, he completed an internship with the Rocky Mountain Employee Ownership Center and now joins Green Mountain Falls to support the zoning code rewrite process.



## Saying Goodbye to Dick Bratton

Dick Bratton, a lifelong trails enthusiast and Green Mountain Falls civic volunteer, passed away at his GMF home, February 18, 2021. Mr. Bratton's life, work, and volunteerism have been memorialized in public meetings throughout February and March. His life continues to be celebrated by remembrances from friends and colleagues. Some recent articles about Mr. Bratton's work in GMF:

[Hiking Bob: Dick Bratton passes away, leaves a lasting legacy in Green Mountain Falls, February 23, 2021.](#) Bob Falcone, Colorado Springs Independent.

[Friends recall Green Mountain Falls trails advocate Dick Bratton's life and legacy.](#) Mar 2, 2021. Pat Hill, Colorado Springs Gazette.

[Meet the Green Mountain Falls man whose trails are having a breakout moment.](#) May 7, 2018. Seth Boster, Colorado Springs Gazette.

## Zoning Code Rewrite Survey

Public input can be submitted two ways:

1. Complete the online survey by using this [Survey Monkey link](#)
2. Print this page and mail to GMF Town Hall at PO Box 524

- 1) What is your association with Green Mountain Falls?
  - a. Property owner
  - b. Builder
  - c. Developer
  - d. Other
- 2) How familiar are you with the Land Use Code?
  - a. Very familiar
  - b. Somewhat familiar
  - e. Not at all familiar
- 3) Which of the following have you (or your representative) applied for?
  - a. Architectural and Zoning Plan
  - b. Grading/ Erosion Control
  - c. Zoning Variance
  - d. Sign
  - e. Fence
  - f. Revocable
- 4) What types of items or applications should be reviewed and approved by the Planning Commission?
- 5) What types of items or applications should be administratively approved through the Town Planner's office?
- 6) What hazards would you like to see mitigated in the Land Use Code?
- 7) What non-hazards would you like to see managed by the Land Use Code?
- 8) Would you like to see different zoning regulations based upon use and lot size?
  - a. No, the Town's Code works for me!
  - b. Yes, I would like to see something different (Explain).  
\_\_\_\_\_
- 9) If you could make a change to the Land Use Code what would it be?
  - a. More clearly explain when a permit is needed
  - b. Standards presented in a table rather than long written descriptions
  - c. Pre-approved color pallets for exterior painting/ signs/ etc.
  - d. Less technical jargon and more "plain English"
  - e. Improve the organization of the code
  - f. Other \_\_\_\_\_
- 10) What kinds of new development would you like to see incentivized in GMF?
  - a. Single-family residential
  - b. Multi-family residential
  - c. Commercial
  - d. Industrial
  - e. Open Space
  - f. Parks and trails
  - g. Other \_\_\_\_\_



## Revocable Permits Reminder

If you missed the December 31, 2020 deadline to renew your Revocable Permit License, Spring 2021 is the perfect time. GMF Staff redesigned the application, making the electronic process easy for applicants to maintain compliance with GMF Municipal Code Sec. 18.61.

A revocable permit is an annual license allowing the applicant to temporarily occupy GMF Town space. Some examples of previously-approved projects: signs, outdoor dining, decks, driveways, retaining walls, artwork, and septic tanks. The initial approval must be conducted through a public hearing process to encourage the fair, equitable use of public space while staff review supports the goals of public health and safety. Subsequent approvals can be administratively reviewed and approved.

Board of Trustees is incentivizing early applications when submitted to Town Clerk before June 1, 2021.



Photo Credit: John Morgan

## Red Devil Mountain Annexation

The Town successfully annexed and zoned the Joyland and Red Devil Mountain parcels, adding 32 acres to GMF. Through the public process, the Planning Commission recommended approval to the Board of Trustees, which also found the petitions and impact reports substantially met the requirements of Colorado Revised Statutes Municipal Annexation Act.

The Historic Green Mountain Falls Foundation has been working for over a year with internationally renowned artist James Turrell to commission a Skyspace installation for Green Mountain Falls, which will be operated by Green Box. “The Historic Green Mountain Falls Foundation has worked hand-in-hand with the Green Mountain Falls Board of Trustees and Planning Commission for over a year to ensure that the annexation of this land will enhance, not disrupt, the Green Mountain Falls experience,” said Jesse Stroope, Project Manager – Historic Green Mountain Falls Foundation. [For complete press release, click here.](#)

GMF Parks, Recreation, and Trails Committee is looking for volunteers to serve as Trails Ambassadors for the spring and summer hiking season. Interested in getting to know GMF public trails better while serving your community? More details are available by contacting Town Clerk and Parks, Recreation, and Trails Committee Chair, Jesse Stroope.



Photo Credit: John Morgan

## Summer is Here - Development Permits

Warm weather is the perfect time for property improvements. Under current Zoning Code, exterior projects – from a fence to new residential home – require Planning Commission approval. Find more information and helpful FAQ on the Planning & Land Use page or the following links.

**[Architectural and Zoning Plan Review.](#)** Some structures (e.g., addition, garage, utility shed, deck) require approval for architectural compatibility with Section 16-705 and conformance with zoning minimum development requirements in Sections 16-301 - 16-314.

**[Zoning Variance.](#)** If your proposed project does not comply with GMF Zoning Code, a variance may be required and will be considered by both Planning Commission and Board of Trustees to determine whether the project meets the standards in Section 16-709.

**[Grading & Erosion Control Application.](#)** Nonexempt excavation requires Planning Commission approval. In many cases, Town Engineer review of a grading and erosion control plan and/or Board of Trustees approval is also required per Section 17.

**[Revocable Permit License.](#)** A license is required to use or occupy GMF public property, as outlined in Section 18-61. This includes all public space, whether below, upon, or above the surface.