



MEETING MINUTES

**Planning Commission Meeting
October 27, 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

[Link to Zoom Video Recording](#)

Agenda Item	Discussion/ Motion	M/S	TD	SI	LM	GW	PY	JN
1. CALL TO ORDER / ROLL CALL	Commissioner Dixon called the meeting to order at 6:31 pm.							
2. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA	Commissioner Dixon made motion to combine 6a, 6b and 6c and move to the first item of new business. Motion carries. All aye.	PY/LM	aye	aye	aye	aye	aye	-
3. APPROVAL OF MINUTES August 11, 2020 Regular Meeting	Commissioner Matthews made motion to accept the minutes as submitted; seconded by Commissioner Yingling. Motion carries. All aye.	LM/PY	aye	aye	aye	aye	aye	-
4. PUBLIC COMMENT	No members of the public asked to be recognized for comment.							
5. UNFINISHED BUSINESS								
5a. 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	Item 5a, Unfinished Business, was considered after the Variance V2020-02, Item 6a. Staff report highlights and recommendation reviewed. Move to approve PR2020-17 – Architectural and Zoning Plan Review of Garage and Master Bedroom Addition to Single-Family Home at 10330 El Paso Avenue. Motion carries; all aye.	LM/PY	aye	aye	aye	aye	aye	-
6. NEW BUSINESS								

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6a. V2020-02 Variance – Side Setback Variance – (9.05 ft where 10 ft is required) at 10330 El Paso Avenue. William Fisher, Applicant, on Behalf of Cord Smith, Owner	Staff report highlights are reviewed. Bill Fisher, 610 Rosita in Palmer Lake; architect representing Cord Smith, homeowner, answered PC and staff questions regarding the project. Move to recommend approval of V2020-02. Motion carries. All aye.	GW/PY	aye	aye	aye	aye	aye	-
6b. GR2020-02 Grading Permit at 10330 El Paso Avenue. William Fisher, Applicant, on Behalf of Cord Smith, Owner	Staff reported highlights and were reviewed by PC. Bill Fisher, 610 Rosita in Palmer Lake; architect representing Cord Smith, homeowner, answered PC and staff questions regarding the project. Cord Smith, 10330 El Paso Ave, gave testimony regarding project as well. Move to approve grading plan subject to 3rd party engineering review hired by the Town of GMF, and that no further work be conducted on grading until approval is complete. Commissioner Dixon asked for clarification and friendly amendment to motion: if 3rd party engineer approves grading plan and does not require erosion control plan, then it can be approved by Town Planner. Motion carries. 4 aye 1 nay.	GW/LM	nay	aye	aye	aye	aye	-
6c. DR2020-02 Driveway Permit at 10330 El Paso Avenue. William Fisher, Applicant, on Behalf of Cord Smith, Owner	Staff report highlights and recommendation reviewed. Cord Smith, 10330 El Paso Avenue, gave testimony and answered staff questions. Move to approve Driveway Permit DR2020-02 at 10330 El Paso Avenue. Motion carries. All aye.	PY/LM	aye	aye	aye	aye	aye	-
7. OTHER BUSINESS								

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7a. Planning Commission Management Discussion	<p>Chair Dixon presents draft meeting procedure outline and asks for PC feedback on agenda format, minutes format, meeting management.</p> <p>A dashboard for the Comprehensive Plan is recommended for the Planning Commission's Website.</p> <p>Possibility of a workshop with the Board of Trustees in early 2021.</p> <p>Plan to continue to coordinate with Town Planner on Agenda and continue use of Comprehensive and Strategic Plan for compass moving forward.</p>							
8. ADJOURNMENT	Chair TD adjourned the meeting at 8:08 PM							