

#### Town of Green Mountain Falls Planning Commission Regular Meeting Agenda

#### Tuesday, March 8, 2022 @ 6:30 PM In-person Meeting @ 10615 Green Mountain Falls Rd Green Mountain Falls, CO 80819

OR JOIN ZOOM MEETING:

#### https://us02web.zoom.us/j/87407571726?pwd=RFhOaU5ININ5UVJYY0d1MzR1U2V0QT09

#### Meeting ID: 874 0757 1726; Passcode: 004921

			DESIRED
TIME		ITEM	OUTCOME
6:30	1.	CALL TO ORDER	
	2.	AUDIO CHECK	
	3.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	
		APPROVAL OF MINUTES	Action
	4.	February 8, 2022, Regular Meeting Minutes	Recommended
		OLD BUSINESS	
			Action
	5.	Permit 20220107 – 11190 Hondo Ave – Deck Replacement	Recommended
			No Action
	6.	Land Use Code Rewrite – Update	Necessary
		NEW BUSINESS	
	7.	Clerestory Preservation Project	Discussion Only
			Action
	8.	Election of a Vice-chair	Recommended
	9.	OTHER BUSINESS	
	10.	Adjournment	

\*\*Register for public comment by 4:00 PM the day of the meeting: planner@gmfco.us

Planning Commission Members: Todd Dixon, Chair Lamar Matthews, Commissioner Sean Ives, Commissioner Paul Yingling, Commissioner Mike Frey, Commissioner



#### MEETING MINUTES

Planning Commission February 8, 2022 6:30 p.m. In-Person Meeting

Commissioners Present: Todd Dixon, Sean Ives, Lamar Matthews (Zoom), Paul Yingling (Zoom)

Commissioners Absent:

Ex Officio Member:

Board of Trustees Liaison:

GMF Staff: Nate Scott (Town Clerk/Treasurer/Planner)

Agenda Item		Motion/Discussion	M/S	TD	SI	LM	PY	
1.	CALL TO ORDER / ROLL CALL	Meeting called to order at 6:31pm						
2.	AUDIO CHECK							
3.	ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA	No changes. Motion to approve agenda passed unanimously.	PY/LM	A	A	Α	A	
<ul> <li>4. APPROVAL OF MINUTES</li> <li>a. January 11, 2022, Regular Meeting Minutes</li> <li>b. January 25, 2022, Work Session Memo</li> </ul>		No changes. Motion to approve minutes passed unanimously.	LM/PY	A	A	A	A	
5.	PUBLIC HEARING: Public Comment for Variance 20220204: 10830 Ute Pass Ave – Firehouse Venue Development	<ul> <li>Brief recess before public hearing. Public hearing opened at 6:40 PM. TCTP Scott gave a brief staff report, summarizing the application and variance request.</li> <li>Applicants gave a summary of their plans.</li> <li>Commented on the benefits to the town. PC members asked a few questions about neighbor input.</li> <li>No public comment in person or online.</li> </ul>						

#### **MEETING MINUTES**

## Planning Commission February 8, 2022 6:30 p.m. In-Person Meeting

		Public hearing closed at 6:50 PM.						
6.	PUBLIC COMMENT	No public comment.						
7.	NEW BUSINESS							
	<ul> <li>a. Variance Application 20220204 – 10830 Ute Pass Ave – Firehouse Venue</li> </ul>	Motion to approve the variance with the condition that the two handicapped spots are provided as well as the drop off area. Motion passed unanimously.	LM/PY	A	A	A	A	
	<ul> <li>b. Permit 20220203 – 10830 Ute</li> <li>Pass Ave – Firehouse Venue –</li> <li>Zoning and Architectural Review</li> </ul>	TCTP Scott summarized the application as presented. Motion to approve the application as presented. Motion passed unanimously.	SI/LM	A	A	A	A	
	c. Permit 20220207 – 10375 Ute Pass Ave – Shed for spring	TCTP Scott summarized the spring situation and staff report. Discussion ensued regarding what type of structure this is and should it go through PPRBD or not.	LM/PY	A	N	A	A	
		Motion to approve the proposed "spring house" contingent on involvement from Pikes Peak Regional Building Department. Motion passes 3-1.						
	d. Permit 20220107 – 11190 Hondo Ave – Deck Replacement	<ul> <li>TCTP Scott summarized the situation and application.</li> <li>The applicant commented that a different set of plans has been created and submitted to PPRBD.</li> <li>Motion to table the application until the applicant has submitted the same final plans to PPRBD and Town Planning Commission. Motion passes unanimously.</li> </ul>	LM/SI	A	A	A	A	

#### **MEETING MINUTES**

## Planning Commission February 8, 2022 6:30 p.m. In-Person Meeting

	e. Volunteer Application Review –	Motion to recommend to the Board that Mike Frey	LM/PY	Α	Α	Α	А	
Mike Frey		be appointed to the Planning Commission. Motion						
		passes unanimously.						
7. OLD BUSINESS								
		No updates from consultant. Feedback due from						
	a. Discussion – Code Rewrite Status	Commissioners by Feb. 14.						
8.	OTHER BUSINESS	None.						
9.	ADJOURNMENT	Meeting adjourned at 7:41 p.m.						



Green Mountain Falls

OFFICE OF PLANNING & LAND USE

10516 Green Mountain Falls Road PO Box 524 Green Mountain Falls, CO 80819 www.gmfco.us

To: Planning Commission

From: GMF Staff

Date: March 4, 2022

Re: 20220107 - Architectural and Zoning Application for a deck replacement at 11190 Hondo Ave

#### **Background**

The applicant Amanda Welch is requesting the Planning Commission's consideration for a permit to replace the deck at 11190 Hondo Ave. The application was received and paid for on January 7, 2022. This is a replacement of the previous deck, with approximately the same footprint and design.

This was before the Planning Commission at the February 8, 2022 meeting, but the plans had not been submitted to Pikes Peak Regional yet and the applicant suggested it could be different than what the Town had already. Commission voted to table the application until the same plans were submitted to PPRBD and town staff. The same plans have now been submitted to PPRBD and town staff. The materials have changed slightly – see updated materials summary.

Planning Commission Recommended Actions:

- Review proposed project for compliance with Green Mountain Falls Zoning and Land Use Code.
- Approve, approve subject to conditions, or disapprove.

## **Project Summary**

Please reference the attached "Materials List" for the project summary. It contains a picture of a similar deck design for reference.

#### **Discussion**

The electronic file maintained by Town Hall, *Official Town Zoning Map 2019*, shows the Zone District as R-1 and the El Paso County Assessor's Office show parcel ID 8308212014 with an area of 15,800 sq. feet. Therefore, zoning is:

## 16-306: R-1 10,000 Single-Family Residential.

Setback requirements:

a. front, fifteen (15) feet; b. side, ten (10) feet; and c. rear, ten (10) feet.

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

The Zoning Code (16-705)(d)(2) – at 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.

The language for architectural review is couched as policy recommendation with vague standards: nevertheless, it does state the advisory body *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*.

#### Sec. 16-712. - Development plan requirements (w/ notes specific to this project).

(1) The location, height, and dimensions of each existing and proposed structure in the development area and the uses to be contained therein. (Included in site plan.)

(2) The proper building setbacks and building area with reference to property lines, highways, or street rights-of-way; **(Included in site plan.)** 

(3) The location and surfaces of all parking areas and the exact number of parking spaces; N/A

(4) The location of watercourses and other natural historic features; N/A

(5) The location of all pedestrian walks, malls, recreation, and other open spaces; N/A

(6) The location, number, height, and square footage of freestanding identification signs; N/A

(7) The location, height, size, and orientation of any required light standards; N/A

(8) The location of all permanent accesses from publicly dedicated streets, roads, or highways; N/A

(9) The location, overlain on contours for the area, of all roadways, walkways, bridges, culverts, drainage easements, existing or contemplated, and green belts; N/A

(10) The location of all footpaths, traffic islands, traffic devices and driveways, indicating the pedestrian and vehicular movement and control; N/A

(11) The stages, if appropriate, in which the project will be developed; N/A and

(12) A vicinity map to locate the development in relation to the community. (See attached plans.) (Ord. 97-01)

#### **Conclusion and Recommendation**

Staff recommends approval of this project.



REPLACE EXISTING DECK WITH SAME FOOTPRINT

# GENERAL NOTES

- THE STRUCTURAL DRAWINGS IN THIS SET ARE INTENDED TO BE USED WITH THE ASSOCIATED ARCHITECTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PROVIDED BY OTHERS.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR DISTRIBUTING THE PLANS AND ANY CHANGES THEREOF TO THE SUBCONTRACTORS WORKING THE PROJECT.
- ALL DIMENSIONS, CODE REQUIREMENTS, AND SITE CONDITIONS ARE TO BE FIELD VERIFIED PRIOR TO STARTING WORK.
- FOUNDATION DETAILS AND PLANS ARE TO BE VERIFIED WITH THE ARCHITECTURAL FLOOR PLAN PRIOR TO STARTING WORK.
- 5. IF ANY DEVIATION FROM THIS DESIGN OR THESE DRAWINGS IS TO BE MADE, THE ENGINEER SHALL BE CONTACTED AND NOTIFIED OF THE CHANGES.
- THE CONTRACTOR IS RESPONSIBLE FOR ENSURING ALL LOCAL AND FEDERAL SAFETY CODES ARE FOLLOWED WHILE CONDUCTING WORK ASSOCIATED WITH THESE PLANS.
- THIS DESIGN AND ALL CONSTRUCTION SHALL CONFORM TO THE FOLLOWING CODES:
- INTERNATIONAL RESIDENTIAL CODE (IRC): 7.1.
- INTERNATIONAL BUILDING CODE (IBC): 7.2.
- 7.3. MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES (ASCE 7)
- BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE (ACI 318) 7.4.

# SOIL NOTES

- FOUNDATION ELEMENTS SHALL REST ON UNDISTURBED SOIL OR STRUCTURAL FILL MATERIAL.
- BACKFILL AGAINST FOUNDATION ELEMENTS SHALL BE PLACED IN 8" MAXIMUM UNIFORM LIFTS, ON EACH SIDE OF THE ELEMENTS UNTIL FINAL GRADE ELEVATION IS OBTAINED.
- A SUB-SURFACE FOUNDATION DRAIN OR EQUIVALENT PROTECTION MEASURE IS RECOMMENDED TO DIRECT GROUNDWATER AWAY FROM THE FOUNDATION SYSTEM.
- THE FOUNDATION WAS DESIGNED USING A MINIMUM SOIL BEARING CAPACITY OF 2,000 PSF.
- ALL DETAILS OF THIS DRAWING MUST BE FOLLOWED TO MITIGATE ANY DAMAGE TO THE STRUCTURE FROM THE SHIFTING OF SOIL.

# CONCRETE NOTES

- ALL CONCRETE SHALL BE MIXED, PLACED, AND CURED IN ACCORDANCE WITH ACI 301-10, OR THE LATEST EDITION.
- ALL CONCRETE SHALL ATTAIN A MINIMUM OF 3,000 PSI COMPRESSIVE STRENGTH OVER A 28 DAY SET, UNO. REINFORCING SHOULD BE CONTINUOUS AROUND THE BUILDING, AS SHOWN. MINIMUM LAP OF REINFORCING SHOULD BE 30 BAR DIAMETERS.
- ALL FOUNDATION PADS, FOOTINGS, AND PIERS MUST BE FORMED TO THE PROPER DIMENSIONS. 4
- FLOOR SLABS MUST BE SEPARATED FROM ALL STRUCTURAL PORTIONS OF THE BUILDING WITH AN EXPANSION JOINT AT A MINIMUM OF 5. 1/2" THICK OR WITH 45# FELT, UNO. ALL NON-BEARING PARTITIONS ABOVE FLOOR SLABS MUST BE CONSTRUCTED WITH A MINIMUM 1-1/2" GAP AT THE BOTTOM TO PERMIT VERTICAL MOVEMENT OF FLOOR SLABS.
- SAWN OR FORMED CONTROL JOINTS IN SLABS ON-GRADE SHALL BE MADE AS SOON AS POSSIBLE WITHOUT DAMAGE TO THE SURFACE. 6. BUT NO LONGER THAN 6 HOURS. DEPTH OF JOINT SHALL BE A MINIMUM OF 25% OF THE SLAB THICKNESS.
- STAIRWAYS SHOULD NOT BE CONSTRUCTED AS RIGID CONNECTIONS BETWEEN FLOORS BUT SHOULD ALLOW FOR VERTICAL MOVEMENT OF 7. SLABS.
- DOOR JAMBS SHOULD NOT BE BUILT TIGHT TO SLABS ON-GRADE. 8.
- ALL BACKFILL SHALL BE COMPACTED TO A A 95% MODIFIED PROCTOR DENSITY PER ASTM D-1557. 9. 10. WALLS HAVING BACKFILL ON BOTH THE INTERIOR AND EXTERIOR FACES SHOULD HAVE THE BACKFILL ON EITHER SIDE BROUGHT UP APPROXIMATELY TOGETHER. OTHERWISE, WHERE POSSIBLE, FLOOR SLAB OR FLOOR JOISTS SHALL BE IN PLACE, OR SOME OTHER MEANS OF BRACING, BEFORE APPLYING BACKFILL.
- 11. FOUNDATION FORMS SHOULD REMAIN IN PLACE A MINIMUM OF 3 DAYS.
- 12. BACKFILL SHALL BE SLOPED AWAY FROM THE BUILDING BY 12" FOR THE FIRST 10'. ROOF DRAINS SHALL DISCHARGE WELL AWAY FROM FOUNDATION WALLS AND CLEAR OF ANY PLACED BACKFILL. CAUTION SHALL BE TAKEN TO PREVENT STANDING WATER IN BACKFILL.
- 13. THIS DESIGN HAS BEEN COMPLETED IN ACCORDANCE WITH PERTINENT STANDARDS, RECOMMENDED SOIL PARAMETERS, AND ACCEPTED ENGINEERING DESIGN PROCEDURES, AND IS BASED ON THE BEST INFORMATION AVAILABLE AT THE TIME OF COMPLETION. THE DESIGN IS INTENDED TO MINIMIZE DIFFERENTIAL MOVEMENT AS A RESULT OF EXPANSIVE SOIL INDUCED MOISTURE CHANGES.
- 14. ALL REINFORCING BARS ARE TO CONSIST OF #4, GRADE 60 STEEL UNO. #5, GRADE 40 REINFORCING BARS MAY BE USED IN PLACE OF #4, GRADE 60 REINFORCING BARS, IF DESIRED.
- 15. REINFORCING SHALL REMAIN CONTINUOUS ABOVE ALL WINDOWS, DOORS, AND OPENINGS IN THE FOUNDATION WALL PER DETAILS IN THIS DRAWING.
- 16. ALL STRUCTURAL STEEL AND REINFORCING DESIGN, FABRICATION, AND ERECTION SHALL CONFORM TO CURRENT AISC STANDARDS. 17. COLUMN BASE PLATES SHALL BE SET USING 1" NON-SHRINK GROUT WITH A MINIMUM OF 2 3/4" DIAMETER X 1'-0" + 4" ANCHOR BOLTS, UNO.
- 18. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185.



6'-6"

∕∽Ø1'-4

,~Ø1'





## COLUMN FOOTING DETAIL (SONOTUBES ACCEPTABLE FOR PIER FORMING)

ABW66Z POST BASE. DRILL AND EPOXY (1) 5/8" X 8" THDSS SCREW INTO STONE. LEVEL BRACKET PRIOR TO MOUNTING COLUMN.





COLUMN FOOTING DETAIL (MOUNT TO EXISTING BOULDER)



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# STRUCTURAL NOTES

- ALL MATERIALS TO COMPLY WITH WWPA, AMERICAN PLYWOOD ASSOCIATION, NDS, 2015 INTERNATIONAL RESIDENTIAL CODE, AND 2015 INTERNATIONAL BUILDING CODE.
- 2. ALL LUMBER SHALL BE HEM-FIR #2 OR BETTER: Fb = 1150 PSI E = 1,400,000 PSI, UNO
- 3. ROOF SHEATHING SHALL BE 7/16" OSB UNO. FLOOR SHEATHING SHALL BE 3/4" APA RATED PLYWOOD OR T&G OSB UNO. EXTERIOR WALL SHEATHING SHALL BE 7/16" OSB. ALL SHEATHING TO BE FASTENED TO SUPPORTS WITH 8d NAILS AT 6" OC AT EDGES AND 12" OC INTERMEDIATELY.
- ALL GIRDERS/BEAMS SHALL BE SUPPORTED BY POSTS OF EQUAL OR GREATER WIDTH THAN THE MEMBER BEING SUPPORTED.
- WINDOW AND DOOR HEADERS TO BE (3) 2X8 UNO.
- COLUMNS TO BE (3) 2X6 UNO.
- FOR OPENINGS LESS THAN 4', USE 1T/1K. FOR OPENINGS GREATER THAN OR EQUAL TO 4', USE 2T/2K.
- LUMBER STANDARD TO BE AMERICAN SOFTWOOD LUMBER STANDARD PS20 (US DEPT. OF COMMERCE). S45, MC15, MOISTURE CONTENT AT TIME OF DRESSING.
- ALL CONNECTOR HARDWARE IS TO BE MANUFACTURED BY THE SIMPSON COMPANY. HARDWARE SHALL BE SIZED BY THE MANUFACTURER FOR LOADS DESIGNATED ON THE STRUCTURAL DRAWINGS AVAILABLE FROM THE STRUCTURAL ENGINEER.
- 10. PROVIDE SOLID BLOCKING OF THE SAME SIZE AS RAFTERS OR JOISTS AT LINES NOT TO EXCEED 8' O.C.

11.	FASTE	ENING SHALL CONFORM TO THE FOLLOWING SCHEDULE:			
	11.1.	JOIST TO SILL OR GIRDER, TOENAIL			3-8d
	11.2.	BRIDGING TO JOIST, TOENAIL EACH END			2-8d
	11.3.	1" X 6" SUBFLOOR OR LESS TO EACH JOIST, FACE NAIL			2-8d
	11.4.	1" X 6" SUBFLOOR OR GREATER TO EACH JOIST, FACE NAIL			3-8d
	11.5.	2" SUBFLOOR TO JOIST OR GIRDER, BLIND AND FACE NAIL			2-16d
	11.6.	SOLE PLATE TO JOIST OR BLOCKING, FACE NAIL			16d @ 16
	11.7.	TOP PLATE TO STUD, END NAIL			2-16d
	11.8.	SOLE PLATE TO STUD, TOENAIL			4-8d
	11.9.	SOLE PLATE TO STUD, END NAIL			2–16d
	11.10.	DOUBLE STUDS, FACE NAIL			16d @ 24
	11.11.	DOUBLED TOP PLATES, FACE NAIL			16d @ 16
	11.12.	TOP PLATES, LAPS, AND INTERSECTIONS, FACE NAIL			2–16d
	11.13.	CONTINUOUS HEADER, TWO PIECES			16d @ 16
	11.14.	CEILING JOISTS TO PLATE, TOENAIL			3-8d
	11.15.	CONTINUOUS HEADER TO STUD, TOENAIL			3-8d
	11.16.	CEILING JOISTS, LAPS OVER PARTITION, FACE NAIL			3–16d
	11.17.	CEILING JOISTS TO PARALLEL RAFTERS, FACE NAIL			3–16d
	11.18.	RAFIER TO PLATE, TOENAIL			3-8d
	11.19.	1 BRACE TO EACH STUD AND PLATE, FACE NAIL			2-8d
	11.20.	WIDER IHAN 1" X 8" SHEATHING, FACE NAIL EACH BEARING			3-8d
	11.21.	EXTERIOR SHEATHING			7/16″ CF
	11.22.	BUILT UP CORNER STUDS			16d @ 24
	11.23.	BUILT UP GIRDERS AND BEAMS			20d @ 3:
					AND STA
			AND	EACH	SPLICE
	11.24.	2° PLANKS			2–16d A

## FASTENING TO FOLLOW SCHEDULE UNO

- 12. FLOOR SHEATHING TO BE GLUED PER APA RECOMMENDATIONS.
- 13. STAIRWAY RISER HEIGHT SHALL NOT EXCEED 7-3/4" AND TREAD DEPTH SHALL NOT BE LESS THAN 10".
- 14. ALL BUILT UP GIRDERS, BEAMS, AND HEADERS SHALL BE GLUED PER APA RECOMMENDATION AND NAILED PER SCHEDULE.
- 15. FLOOR JOISTS SHALL BE DOUBLED UNDER ALL PARALLEL WALL PARTITIONS.
- 16. ALL GLULAMS AND MICROLAMS EXPOSED TO EXTERIOR CONDITIONS REQUIRE PERMANENT PRESERVATIVE TREATMENT IN ACCORDANCE WITH AWPA STD C1 & C2.
- 17. SILL PLATES SHALL BE BOLTED TO THE FOUNDATION WITH A MINIMUM OF 1/2" X 10" ANCHOR BOLTS SPACED @ 48" O.C. AND EMBEDDED 7" INTO THE CONCRETE. THERE SHALL BE A MINIMUM OF TWO BOLTS PER PIECE WITH ONE BOLT LOCATED WITHIN 12" OF EACH END OF EACH PIECE.
- 18. TRUSSES AND TRUSS CONNECTION SHALL BE CONSTRUCTED PER THE ATTACHED TRUSS LAYOUT AND PROFILES.
- 19. VERTICAL WALLS AND WALL ADJACENT TO STAIR STRINGERS SHALL BE FRAMED WITH SOLID 2x FRAMING AND ARE NOT TO EXCEED 10' VERTICAL SPAN.
- 20. ALL ENGINEERED WOOD PRODUCTS TO BE INSTALLED PER MANUFACTURERS RECOMMENDATION.
- 21. ALL NON-STRUCTURAL PARTITION WALLS BEARING ON SLAB-ON-GRADE SHALL BE FLOATED WITH A MINIMUM 1-1/2" VOID EXPANSION SPACE BETWEEN WALL BOTTOM PLATE AND SLAB MOUNTED PRESSURE TREATED BASE PLATE.
- 22. GRADE IS ASSUMED TO BE 6" FROM THE TOP OF FOUNDATION WALLS. ACTUAL CONDITIONS MAY NOT CONFORM WITH ASSUMED FINAL GRADE ELEVATIONS. THIS DESIGN ASSUMES THE STRUCTURE IS BEING CONSTRUCTED ON LEVEL GROUND.



AD LOAD	10 psf
ND LOAD	15 psf
/E LOAD	40 psf
E LOAD	15 psf
D LOAD	16 psf
W LOAD (Pg)	40 psf
RE FACTOR (Ce)	1
ACTOR (Ct)	1
FACTOR (I)	1
ED (Vult)	130 mph
E CATEGORY	С

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## Materials List

4x6, posts, kiln dried, heat treated, southern pine, #2 prime (to be stained)
2x10, rim joist, kiln dried, heat treated, southern pine, #2 prime (to be stained)
2x8, joists, kiln dried, heat treated, southern pine, #2 prime (to be stained)
1x1, balusters, kiln dried, heat treated, southern pine, #2 prime (to be stained) Similar to photo
12" concrete piers, 4000 psi concrete
Galvanized joist hangers and post anchors
2x6, Trex decking, brown or grey to match house

Hog panel railing, all wood stained to match Trex decking.



#### PLANNING COMMISSION AGENDA MEMO

#### Background:

Chair Dixon asked this item be added to the Planning Commission agenda for discussion. This firm is doing a private data-gathering project in town and the Planning Commission has an opportunity to discuss other data points that could be helpful for future planning purposes.

Per Chair Dixon: "This is not a Town project, but a private project that is being accomplished here in Town. They are using the forms to basically catalog the types of properties the Town has. We should also note that it is mainly for their purposes, we just have an opportunity to include items that may assist the Planning Commission in the future."

#### Discussion:

What other data points could be beneficial for PC purposes?

#### **Recommended Action:**

No action necessary – the PC is not approving this project and the Town is not directly involved.



Erika Warzel Principal/Owner Denver, Colorado clerepres.com erika@clerepres.com 303.847.5108

#### **Firm Summary**

Clerestory Preservation is an independent, woman-owned historic preservation consulting firm founded in 2019 that brings light to historic places and their stories. Principal/owner Erika Warzel has over fifteen years of professional experience in the field of historic preservation, with specialization in the development of planning documents for the built environment, including architectural survey; cultural resource contexts; design review and tax credit projects; and national, state, and local nomination documents – all rooted in the *Secretary of Interior's Standards for the Treatment of Historic Properties* and associated regulations and guidance from the National Park Service. Erika meets the *Secretary of Interior's Professional Qualification Standards* for Architectural History. Clerestory's services include architectural and cultural resource survey, historic designation, and historic tax credit consulting.

#### **Selected Projects**

- Colorado State Register Nomination, Kistler Stables, Denver, Colorado (pending)
- National Register Nomination, Bachelor-Commodore Mine Complex, Colorado
- National Register Nomination, Valley Y Ranch, Arkansas
- National Historic Landmark Nomination Update, Wyoming State Capitol Building and Grounds (pending)
- National Historic Landmark Letter of Inquiry, Boulder County Courthouse
- National Register Nomination Amendment, Boulder County Courthouse
- National Register Nomination, CB&Q Denver Shops Powerhouse
- National Register Nomination Amendment & Boundary Increase, The Fort, Colorado
- National Register Nomination, Engelbrecht Farm
- Colorado State Register Nomination, Rifle Masonic Lodge
- Survey Plan and Context for Women's Suffrage Movement Sites in Colorado
- Survey Plan for City of Trinidad, Colorado (co-author)
- Survey Plan for City of Manitou Springs, Colorado (co-author)
- Selected Intensive Survey, City of Golden
- Selected Intensive Survey, City of Fort Collins

#### **Previous Professional Experience**

National and State Register Coordinator | State Preservation Planning Manager; History Colorado Office of Archaeology & Historic Preservation, Denver, Colorado (January 2018 – August 2019) As National and State Register Coordinator, Erika led the Preservation Planning Unit and administered the National Register of Historic Places (NR) and Colorado State Register of Historic Properties (SR) programs for the State of Colorado, including analysis, review, and preparation of all NR nomination document types, such as Multiple Property Documentation Forms, nomination amendments, boundary changes, etc., as well as for all resource types (districts, buildings, sites, etc.). Erika also reviewed and commented upon all National Historic Landmark nominations for properties in Colorado.

# National and State Register Historian; History Colorado Office of Archaeology & Historic Preservation, Denver, Colorado (March 2013 – December 2017)

As NR/SR Historian, Erika developed nominations for the National Register of Historic Places and the Colorado State Register of Historic Properties, including resource survey and documentation, research, and writing. She also shepherded 90 nominations through the listing process. Erika co-developed and fostered the Heritage Diversity Initiative, inviting public participation in the identification of places important to under-represented communities through crowdsourcing platforms and public outreach. Erika regularly delivered public presentations on historic preservation, historic/architectural survey, the National and State Register programs, and the Heritage Diversity Initiative. She also co-authored the five-year update to Colorado's 2010 state preservation plan.

# *Outreach Specialist and Property Protections Manager; History Colorado State Historical Fund, Denver, Colorado (December 2008 – March 2013)*

Erika provided outreach assistance to potential grant applicants, advising on appropriate projects for funding based on program requirements and SOI Standards. She gave technical advice on planning, methods, and goals of preservation projects and provided critique of draft applications. She also managed property protections for the grant program, including review of proposed construction work on properties protected by covenants, using SOI Standards and planning documentation such as National Register nominations, etc.; and review and negotiation of perpetual easements held by partner organizations.

# Director of Preservation Programs; Historic Denver, Inc., Denver, Colorado (March 2007 – December 2008)

Erika directed Historic Denver's programs advancing preservation of Metro Denver's historic places, including management of grant-funded preservation projects, and writing and preparing grant applications. She also monitored conservation easements held by the organization and testified at City Council and Landmark Preservation Commission public hearings regarding landmark designation and other issues affecting historic preservation.

# *Historic Preservation Specialist; Humphries Poli Architects, P.C., Denver, Colorado (October 2005 – March 2007)*

Erika developed Historic Structure Assessments, preservation maintenance plans, design proposals, preservation marketing strategies, and Landmark Commission Design Review submittals, including historic research, photography, and architectural drawings (AutoCAD and Revit).

#### Education

*Columbia University Graduate School of Architecture, Planning & Preservation*, New York, NY. Master of Science in Historic Preservation

• Outstanding Thesis in History/Theory: "Authenticity and Adaptation of Historic Movable Bridges for Contemporary Use"

*St. John's College*, Santa Fe, NM. Bachelor of Arts in Liberal Arts

• Excellence in Public Speaking Prize

#### **Professional Affiliations and Awards**

- Society of Architectural Historians, member
- Docomomo US, member
- Historic Denver, Inc., member
- History Colorado, member
- Colorado Preservation, Inc., member
- Commissioner, Denver Landmark Preservation Commission (2020-)
- 2020 Colorado Governor's Award for Historic Preservation (co-awardee, for the National Register amendment recognizing the LGBTQ history of the Boulder County Courthouse)

#### Architectural Reconnaissance Form

#### IDENTIFICATION

- 1. Property Name: Enter property name.
- 2. Resource Classification: Choose a classification.
- 3. Ownership: Choose an ownership type.

#### LOCATION

- 4. Street Address: Enter street address.
- 5. Municipality: GREEN MOUNTAIN FALLS 80819
- 6. County: EL PASO
- 7. Schedule Number: Enter schedule number.
- 8. Legal Description: Enter legal description.
- 9. UTM reference: Zone 13 ;mE Click here to enter data. ;mN Click here to enter data. 🗌 NAD 1927 🖾 NAD 1983

#### DESCRIPTION

#### 10. Physical features (forms, materials):

Style/Type	Number of Stories	Plan	Roof	
Choose a style/type.	Choose the number of stories.	Choose a plan shape.	Choose a roof form.	
Walls	Primary Window Type	Doors	Choose a roof material.	
Choose a primary wall material.	Choose a window type.	Choose a door type.	Chimney	
Choose a secondary wall material.	Choose a window material.	e a window material. Choose a door material.		
Porch	Garage/Carport	Outbuilding	Choose a chimney location.	
Choose a porch type.	Choose a garage/carport type.	Choose an outbuilding type.	Other Outbuilding(s)	
Choose a porch material.	Choose a garage wall material.	Choose an outbuilding wall material.	Note other outbuilding(s),	
Choose a porch roof form.	Choose a garage roof form.	Choose an outbuilding roof form.	material(s), and roof form(s).	

#### 11. Apparent Alterations to Primary Resource:

- □ Siding □ Windows □ Window Openings □ Doors □ Door Openings □ Roof □ Porch □ Garage □ Landscaping 12. Addition(s) to Primary Resource:
- Front Side Rear Garage Porch Deck

#### 13. Landscape Features:

- Mature Trees Walls Stairs Driveway Fence Garden Pool Lampposts Sidewalk Parking Lot
- 14. Notes on Alterations, Additions, and Other Physical Characteristics: Click or tap here to enter text.

#### HISTORICAL ASSOCIATIONS (based on visual observations and/or review of secondary sources):

- 15. Date of Construction: Enter date of construction. 🗌 Estimated 🔲 Actual (include source): Click or tap here to enter text.
- 16. Historic Function/Use: Choose a historic function/use. Current function/Use (if different): Choose a current function/use.
- 17. Historical Background Information, if any: Click or tap here to enter text.
- **18. Integrity:** Choose a level.
- 19. Preservation Priority: Choose a level.
- 20. Sources: El Paso County Assessor Records

#### **RECORDING INFORMATION**

Surveyed By:

Project Sponsor:

Click here to enter a representative photo. The box will automatically adjust to fit the photo dimensions.

#### PLANNING COMMISSION AGENDA MEMO

DATE: 03.07.2022	ITEM 8	SUBJECT: Vice-chair Election
Prepared by: Nate Scott	t, Town Clerk	

#### Background:

Pursuant to <u>Article XIV, Section 2-296, Rules of Procedure</u>, each board, committee and commission shall appoint a chair and vice-chair annually during the first meeting of each calendar year. Each board, committee and commission shall appoint a secretary who may be a non-member (or) who is an employee of the Town.

#### Discussion:

This item was on the 1/11/22 Planning Commission agenda, but only the Chair and Secretary positions were voted on (Dixon and myself, respectively). The Vice-chair nomination and vote was tabled until all members were present.

#### **Recommended Action:**

The Planning Commission should select a Vice-Chair.

#### **Recommended Motion:**

I move to appoint {First Name, Last Name} as Vice-Chair of Planning Commission.