



**MEETING MINUTES**

**Planning Commission Special Meeting  
July 28, 2020  
6:30 p.m. Zoom Virtual Meeting**

Commissioners Present: Rocco Blasi, Dick Bratton, Todd Dixon, Sean Ives, Paul Yingling

Ex officio member: Mayor Jane Newberry

Board of Trustees liaison and recorder: Katharine Guthrie

GMF staff: Julia Simmons

[Agenda Packet Link](#)

<b>Agenda Item</b>	<b>Motion/Discussion</b>	<b>M/S</b>	<b>RB</b>	<b>DB</b>	<b>TD</b>	<b>SI</b>	<b>PY</b>	<b>JN</b>
1. CALL TO ORDER / ROLL CALL	Commissioner Blasi called the meeting to order at 6:41 PM Chair Bratton is having technical difficulties with Zoom and joined the meeting via phone during New Business.							
2. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA	Move to accept the agenda after moving agenda items 5d and 5e before 5b and 5c.  The minutes reflect the change in order, putting the deck permits prior to the SFH Plan Review and Grading Permit.	RB/PY	aye		aye	aye	aye	
3. APPROVAL OF MINUTES June 9, 2020	Move to accept the minutes as submitted. Motion carries. All aye.	RB/PY	aye		aye	aye	aye	
4. PUBLIC COMMENT	No members of the public asked to be recognized for public comment.							
5. UNFINISHED BUSINESS								
6. NEW BUSINESS								
Welcome New Commissioners and Officer Election, Vice Chair	Chair welcomes the two new members, Ives and Dixon. Move to elect officers at next regularly scheduled PC meeting.	RB/DB	aye	aye	aye	aye	aye	

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PR2020-11 Deck Permit – Architectural and Zoning Plan Review for Deck Repairs at 10775 Denver Street. Beth Knox Gomez, Owner.	Move to recommend the Board of Trustees approve of PR2020-11 Deck Permit with the following conditions: 1. Regional Building permit number for electronic approval 2. Contractor has GMF business license	PY/TD						
PR2020-12 Deck Permit- Architectural and Zoning Plan Review of 200 SF Deck at 6880 Denver Avenue. Quentin M. Trumble, Aletheia Building Co., LLC, on Behalf of Rick and Debra Brewster, Owners.	Move to recommend the Board of Trustees approve of PR2020-12 Deck Permit with no conditions. Motion carries. All aye.	PY/TD	aye	aye	aye	aye	aye	
The Chair opened the public hearing on Agenda item 5b, PR2020-10	<p>Mr. Fritz Kiersch, property owner at 11075 Falls Avenue, is recognized for public comment. He expresses concerns regarding new septic construction: how the positioning and proximity of leach field impact the adjacent and downslope properties; types of tests were conducted to determine the septic would be safe; whether paperwork will be made public prior to approval of the home and construction; will geologic paperwork be available since preliminary PC approval can be made without it?</p> <p>Chairperson: the answers must come from EPC Health Dept., as GMF is not involved in the septic tank approval. The Commission could put some conditions on final GMF approval prior to RBD signing off on the final design.</p> <p>Mr. Cantrell: engineer is licensed, designing to specifications that EPC require to protect water and neighbors during design and installation. There are setback requirements on east side of property and other septic systems. The only place this leach field can go is exactly where the site plans show.</p> <p>Mr. Kiersch asks further questions regarding engineering and health regulations, requesting paperwork from EPC.</p> <p>Chairperson: stops the conversation to direct Mr. Kiersch to write comment to EPC; septic is not on the agenda for review by GMF PC. The Planning Commission will not hold up a building permit for septic.</p>							
PR2020-10 SFH Residential Construction – Architectural and Zoning Plan Review of 800SF Home at 13105 Iona Trail. Michael Cantrell, Rustic Mountain Builders on Behalf of Cheri Graham, Owner	Move to recommend the Board of Trustees approve of PR2020-10 SFH Residential Construction with the following conditions: 1. Regional Building Department review and approval 2. El Paso Health Department approval of septic design	TD/PY	aye	aye	aye	aye	aye	

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	<p>3. Third party on-call engineering review of the site plan for erosion control compliance, the cost of which will be passed-through to the Applicant;</p> <p>4. The builder and all sub-contractors must have current GMF business license</p> <p>Motion carries. All aye.</p>							
<p>GR2020-01 Residential Construction – Grading Permit with Erosion Control Plan for Residential Construction and Driveway at 13105 Iona Trail. Michael Cantrell, Rustic Mountain Builders on Behalf of Cheri Graham, Owner</p>	<p>Move to recommend the Board of Trustees approve GR2020-01 with the following conditions:</p> <ol style="list-style-type: none"> <li>1. The GMF on-call engineer review the grading/ECP for compliance with GMF Zoning and Subdivision Code so as to minimize erosion, run-off, and potential damage to private property and public ROW;</li> <li>2. The Applicant coordinates with GMF Public Works as to the route that construction crews and equipment will use to access the property and confirm any temporary road closures with the Marshal's office;</li> <li>3. The Applicant confirms the proposed driveway meets 10-foot minimum width;</li> <li>4. The GMF on-call engineer review the driveway plan and make a recommendation as to whether a drainage culvert is necessary to preserve public ROW;</li> <li>5. The Applicant submit an authorized statement of financial responsibility and ownership. This statement shall be signed by the person financially responsible for the land-disturbing activity or his or her attorney-in-fact. The statement shall include the mailing and street addresses of the principal place of business of the persons</li> </ol>	TD/PY	aye	aye	aye	aye	aye	

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	<p>financially responsible and of the owner of the land and their registered agents;</p> <p>6. The general contractor and sub-contractors show proof of current GMF business license</p> <p>Motion carries. All aye.</p>							
7. OTHER BUSINESS								
a. <a href="#">Plan GMF 2019 Comprehensive Plan Implementation – Presentation and Discussion.</a> Commissioner Blasi	<p>Commissioner Blasi gives a brief overview of the two-year comp plan process, which ended with an approved document in June 2019. Would like 2019 Plan GMF to be an item on every month’s agenda with potential homework to expedite implementation actions.</p> <p>Discussion of possible subcommittee to make specific recommendations to the Board of Trustees. Mayor Newberry suggests this item should go to the Board as the implementing arm and decide what the PC’s role should be.</p> <p>Move to add discussion of Comprehensive Plan to Planning Commission meeting agendas.</p> <p>Motion carries. All aye.</p>	TD/PY	aye	aye	aye	aye	aye	
b. <a href="#">Green Mountain Falls Ordinance 2020-03 Amending Chapter 2– Discussion.</a> Commissioner Blasi	<p>Move to continue discussion at the next Planning Commission meeting.</p> <p>Motion carries. All aye</p>	DB/RB	aye	aye	aye	aye	aye	
8. ADJOURNMENT	Chair Bratton adjourned the meeting at 8:29 PM							