



**Town of Green Mountain Falls**  
**10615 Green Mountain Falls Road**  
**Planning Commission Meeting Agenda**  
**Wednesday September 20<sup>th</sup>, 2023 at 6:30 pm**  
**In Person and on Zoom**  
<https://us02web.zoom.us/j/86940024698?pwd=YWV2TTYvY2J2S3B3OS9iS1VsZ1Q5dz09>  
**Meeting ID: 869 4002 4698    Passcode: 361993**

**1. CALL TO ORDER / ROLL CALL / TECH CHECK**

**2. ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA**

**3. CONSENT AGENDA**

Approval of Meeting Minutes from last meeting on 08/22/2023

**4. PUBLIC INPUT: 3 Minutes per speaker**

**5. Reports**

a) Town Planner

**6. Business**

a) Stilling Basin

b) Guard Rail Options

c) Staging Policy

**7. Correspondence**

**8. Adjourn**

**TOWN OF GREEN MOUNTAIN FALLS**  
**Planning Commission Meeting**  
**2023-08-22 at 6:30 P.M.**

**REGULAR MEETING MINUTES**

**Commission Members Present**

Lamar Mathews, Chair

Lisa Bonwell

Ann Esch

Rocco Blasi

Mike Frey

**Town Clerk**

Bo Ayad

**Commission Members Not Present**

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**1. Call to Order & Roll Call**

Chair Lamar Mathews called the meeting to order at 6:32 p.m. Roll was taken and all commissioners were present.

**2. Additions, Deletions, or Corrections to the Agenda**

Commissioner \_\_\_\_\_ made a motion, seconded by Commissioner \_\_\_\_\_, to accept the Agenda as amended. A discussion was added to the agenda regarding budget needs. Item added to section 7 in between A and B. Motion passed unanimously.

**3. Consent Agenda**

A motion to approve PC Meeting Minutes from 08/08/2023 was made by Commissioner \_\_\_\_\_? and seconded by \_\_\_\_\_?. Motion passed unanimously.

#### **4. Public Input – 3 Minutes Per Speaker**

**5. Staff Report-** Julia Simmons presented on general activity related to planning. She's currently processing around 10 applications. A discussion took place about Sunshine Laws and how to best present applicant progress while maintaining compliance.

#### **6. New Business-**

**A.** Guard Rail Alternatives. Item tabled until the Engineering Consultant can present.

#### **7. Old Business**

**A.** Staging Alternatives to Olathe St. Commissioner Frey discussed the various alternatives and gave an analysis for each property respectively. The Rocky Top property across the Highway was visited by the Town Clerk and Commissioner Frey and seemed suitable. The other favorable option was the area behind the Town Hall. Commissioner Blasi presented his findings on the various options and how those would interface with the Town Land Use Code & Comprehensive Roads Plan. Issues with the current use of Olathe St. As a staging area were also highlighted. A chart was projected that lists pro's & Cons for each property. An additional ROW location was listed on Oak St. Where there is a wide shoulder. Mayor Dixon recommended that private property owners be contacted to add potential staging areas. Next steps will be to merge the raw data from Commissioner Frey & Commissioner Blasi. Commissioner Blasi offered to assemble a draft policy for future review.

**B.** James Brinkman of Crossed Paths Surveying discussed the potential for a Town Survey to better determine the actual location of Town ROW's. Some of the hurdles include that the Town spans two counties and getting consensus from all adjoining property owners. A rough estimate of 100K for the Townwide Survey. The advantage of this is that the Town needs to maintain their roads while knowing where the boundaries are.

#### **8. Correspondence**

There was no correspondence.

#### **9. Adjournment**

Meeting adjourned at 8:14 p.m. By Chair Mathews

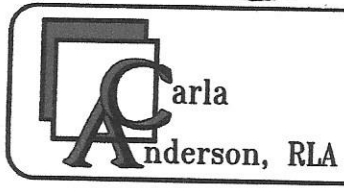


NATIVE SEED MIX from Pawnee Buttes Seed Co.:  
 "Native Mountain Mix" - 5 lbs.  
 Add:  
 1 lb. Crimson Clover  
 1 lb. Spring Cover Mix (triticale, field peas, Hairy Vetch)  
 1 lb. Rocky Mt. Wildflower Mix

SYMBOL	QUAN	Common Name	Scientific Name	Size
GBB	27	Grass - Big Bluestem	<i>Andropogon gerardii</i>	#1
GSSM	63	Grass - Silky Spike Melica	<i>Melica ciliata</i>	#1
SC	7	Shubert (Canada Red) Chokecherry	<i>Prunus virginiana</i> 'Shubert'	1.5" cal
SEM	22	False Spiraea 'Serr'	<i>Sorbaria sorbifolia</i> 'Serr'	#5
SFBB	4	Silver Foutrain Butterfly Bush	<i>Buddleia alternifolia</i> 'argentea'	#5
SMS	13	Snowmound Spiraea	<i>Spiraea nipponica</i>	#5

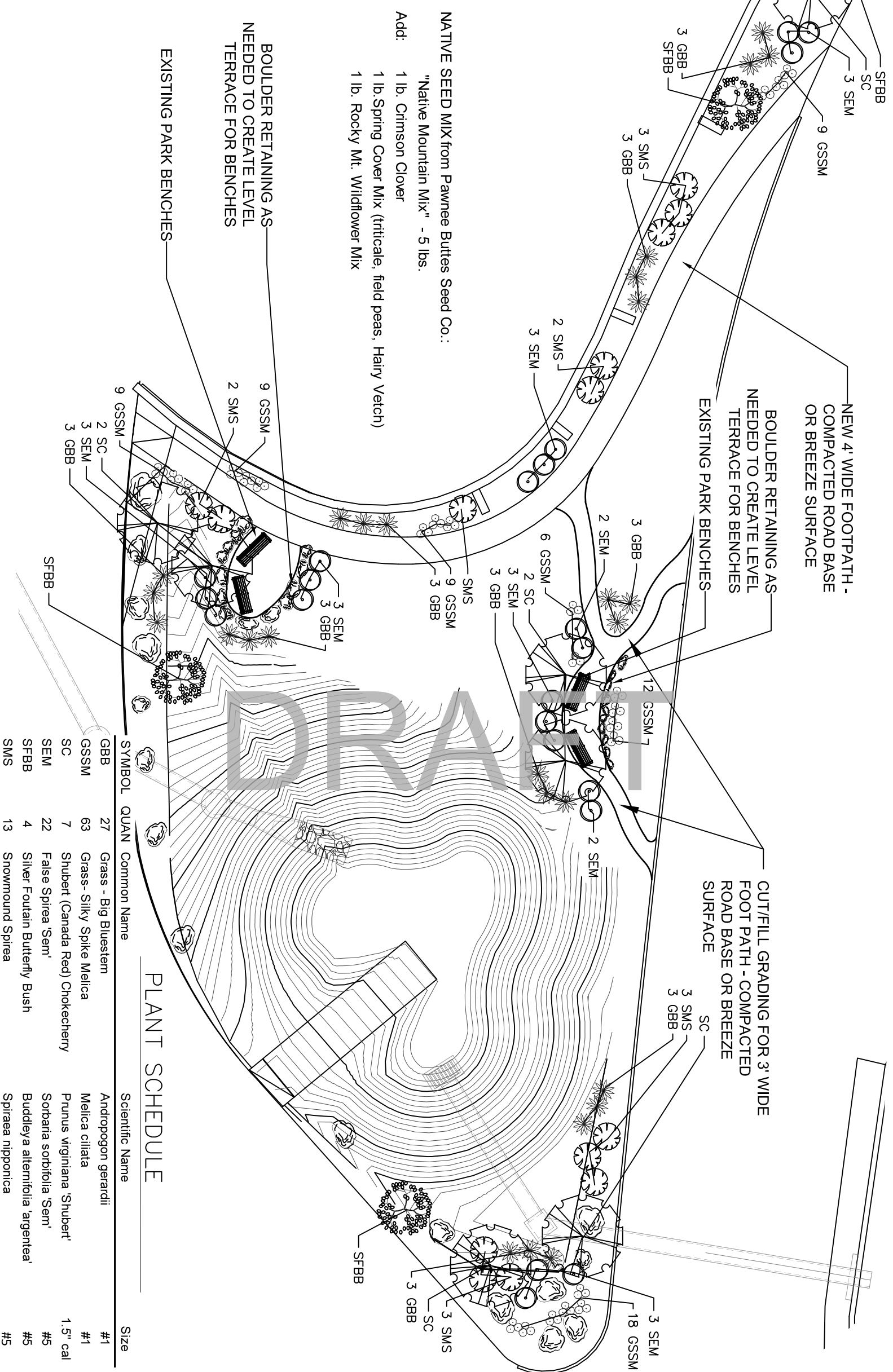
PLANT SCHEDULE

LANDSCAPE PLAN  
 STILLING BASIN  
 FOUNTAIN AVE. AND PARK AVE.  
 GREEN MT. FALLS, CO.



LANDSCAPE ARCHITECTURE  
 GARDEN DESIGN  
 CONSTRUCTION SUPERVISION  
 1307 PARKVIEW BLVD.  
 COLORADO SPRINGS, CO. 80905  
 PHONE: (719) 339-7879  
 carla@andersonlandscapearch.com

JUL 2023



NATIVE SEED MIX from Pawnee Buttes Seed Co.:

"Native Mountain Mix" - 5 lbs.

Add:

- 1 lb. Crimson Clover
- 1 lb. Spring Cover Mix (triticale, field peas, Hairy Vetch)
- 1 lb. Rocky Mt. Wildflower Mix

BOULDER RETAINING AS NEEDED TO CREATE LEVEL TERRACE FOR BENCHES

EXISTING PARK BENCHES

NEW 4' WIDE FOOTPATH - COMPACTED ROAD BASE OR BREEZE SURFACE

BOULDER RETAINING AS NEEDED TO CREATE LEVEL TERRACE FOR BENCHES

EXISTING PARK BENCHES

CUT/FILL GRADING FOR 3' WIDE FOOT PATH - COMPACTED ROAD BASE OR BREEZE SURFACE

SYMBOL	QUAN	Common Name	Scientific Name	Size
GBB	27	Grass - Big Bluestem	<i>Andropogon gerardi</i>	#1
GSSM	63	Grass- Silky Spike Melica	<i>Melica ciliata</i>	#1
SC	7	Shubert (Canada Red) Chokecherry	<i>Prunus virginiana 'Shubert'</i>	1.5" cal
SEM	22	False Spirea 'Seri'	<i>Sorbaria sorbifolia 'Seri'</i>	#5
SFBB	4	Silver Fountain Butterfly Bush	<i>Buddleia alternifolia 'argentea'</i>	#5
SMS	13	Snowmound Spirea	<i>Spiraea nipponica</i>	#5

PLANT SCHEDULE

LANDSCAPE PLAN  
**STILLING BASIN**  
 FOUNTAIN AVE. AND PARK AVE.  
 GREEN MT. FALLS, CO.

JUL 2023

**Carla Anderson, RLA**  
 LANDSCAPE ARCHITECTURE  
 GARDEN DESIGN  
 CONSTRUCTION SUPERVISION

1307 PARKVIEW BLVD.  
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Silky Spike (*Melica ciliata*)



Big Bluestem  
(*Andropogon gerrardii*)



Silver Fountain Butterfly Bush  
(*Buddleia alternifolia argentea*)



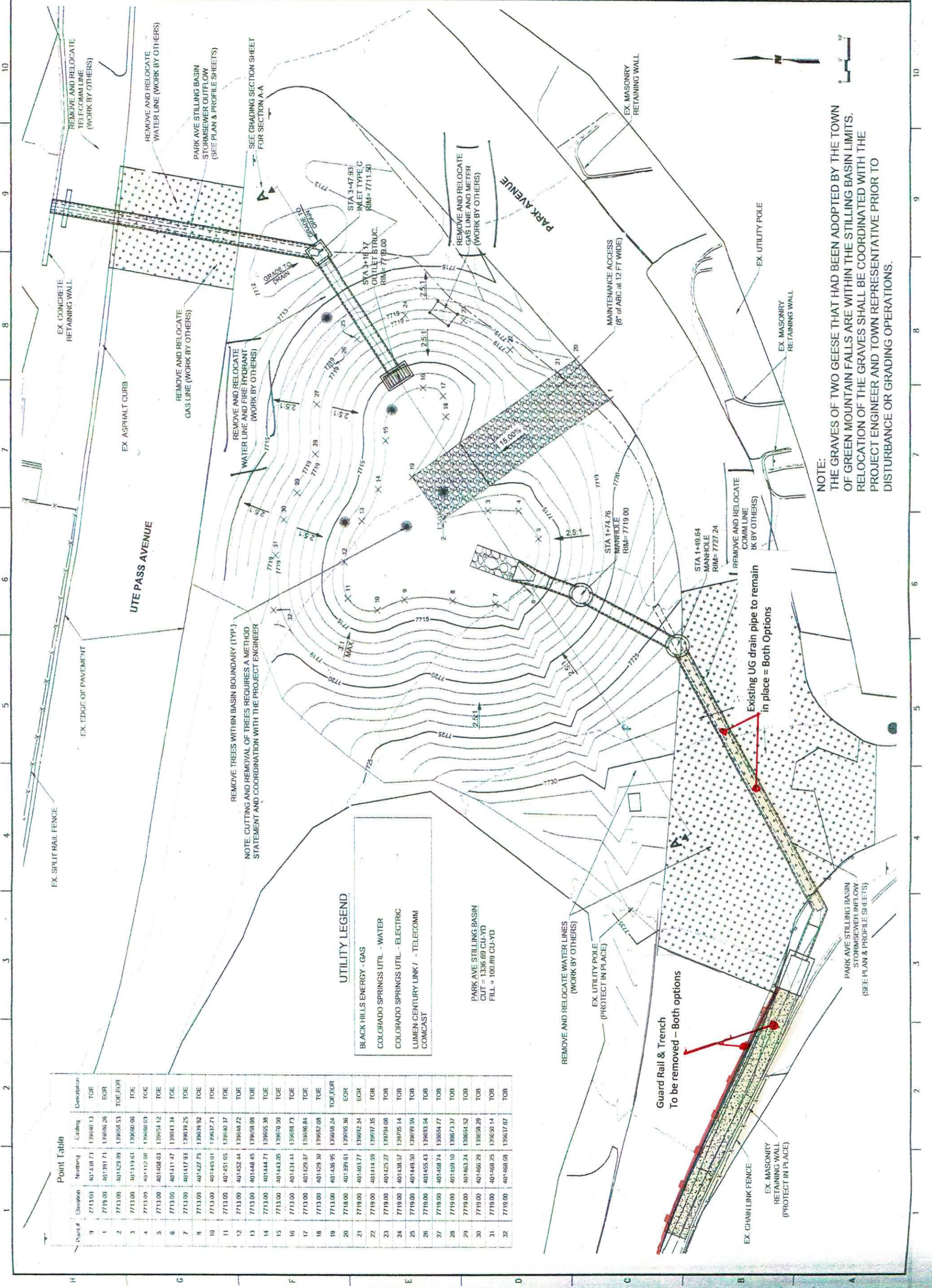
Snowmound Spirea (*Spiraea nipponica*)



Canada Red Cherry (*Prunus virginiana* Shubert)



False Spirea 'Sem'  
(*Sorbaria sorbifolia* 'Sem')



**Point Table**

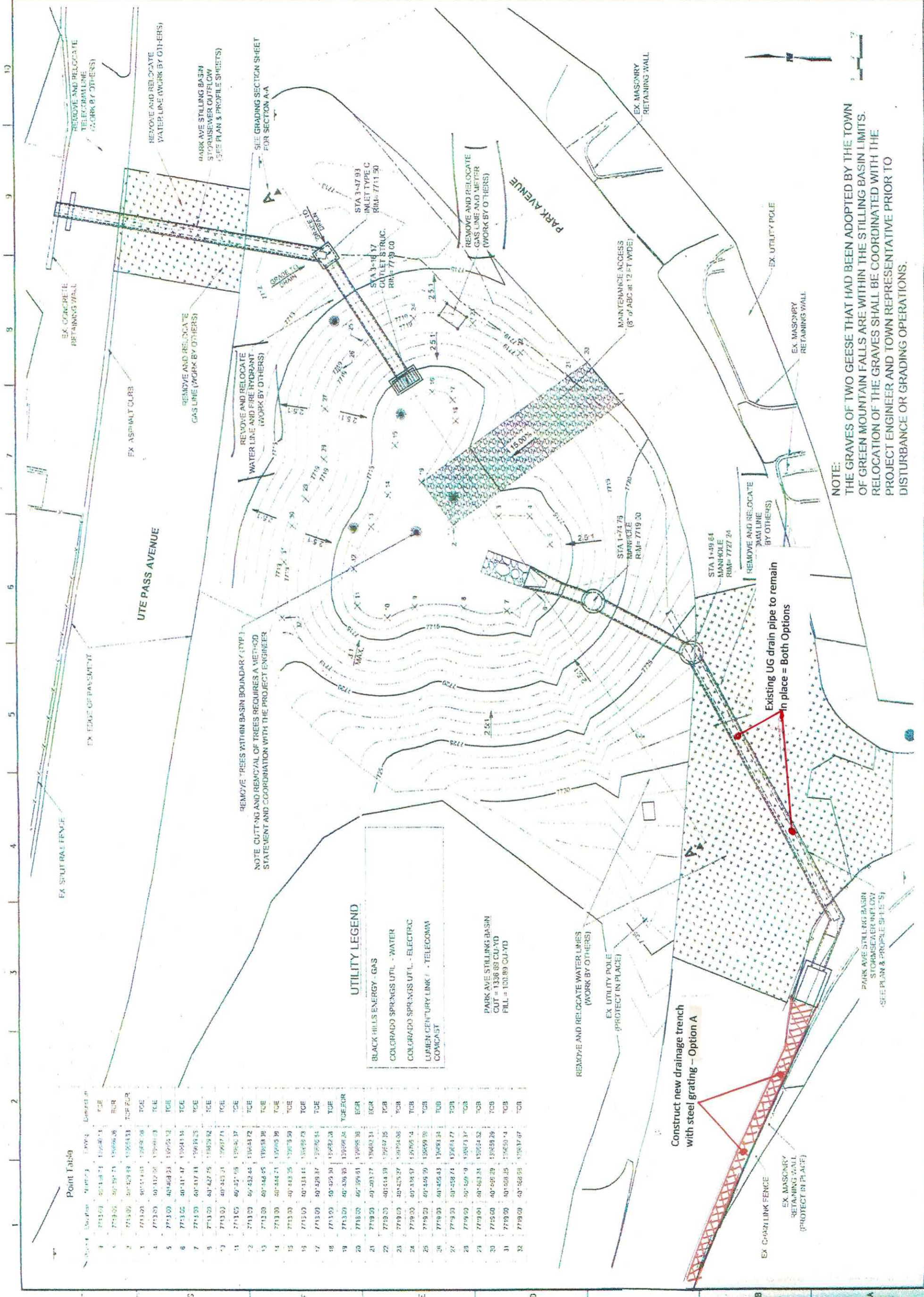
Point #	Elevation	Meridians	Existing	Description
9	7713.00	40+548.71	139650.13	TOE
1	7719.00	40+391.71	139696.26	EOR
2	7713.00	40+529.89	139658.53	TOE,EOR
3	7713.00	40+519.61	139650.98	TOE
4	7713.00	40+512.56	139650.53	TOE
5	7713.00	40+508.01	139654.12	TOE
6	7713.00	40+511.47	139653.34	TOE
7	7713.00	40+517.91	139639.25	TOE
8	7713.00	40+527.75	139639.92	TOE
10	7713.00	40+545.01	139637.71	TOE
11	7713.00	40+551.65	139630.37	TOE
12	7713.00	40+552.44	139628.72	TOE
13	7713.00	40+548.45	139638.08	TOE
14	7713.00	40+544.71	139655.38	TOE
15	7713.00	40+543.05	139678.50	TOE
16	7713.00	40+534.44	139688.73	TOE
17	7713.00	40+529.37	139696.84	TOE
18	7713.00	40+529.30	139692.08	TOE
19	7713.00	40+536.95	139698.24	TOE,EOR
20	7718.00	40+399.81	139695.36	EOR
21	7719.00	40+403.77	139692.34	EOR
22	7719.00	40+414.59	139697.35	TOB
23	7719.00	40+425.27	139704.06	TOB
24	7719.00	40+438.57	139795.14	TOB
25	7719.00	40+449.50	139699.59	TOB
26	7719.00	40+455.43	139693.54	TOB
27	7719.00	40+458.74	139694.77	TOB
28	7719.00	40+459.10	139673.37	TOB
29	7719.00	40+463.24	139654.52	TOB
30	7719.00	40+466.29	139658.29	TOB
31	7719.00	40+468.25	139650.14	TOB
32	7719.00	40+468.68	139637.67	TOB

**UTILITY LEGEND**

- BLACK HILLS ENERGY - GAS
- COLORADO SPRINGS UTIL. - WATER
- COLORADO SPRINGS UTIL. - ELECTRIC
- LUMEN CENTURY LINK / - TELECOMM COMCAST
- PARK AVE STILLING BASIN  
 CUT = 1336.69 CU-YD  
 FILL = 100.89 CU-YD

**NOTE:**  
 THE GRAVES OF TWO GEESSE THAT HAD BEEN ADOPTED BY THE TOWN OF GREEN MOUNTAIN FALLS ARE WITHIN THE STILLING BASIN LIMITS. RELOCATION OF THE GRAVES SHALL BE COORDINATED WITH THE PROJECT ENGINEER AND TOWN REPRESENTATIVE PRIOR TO DISTURBANCE OR GRADING OPERATIONS.

DATE	DESCRIPTION	BY



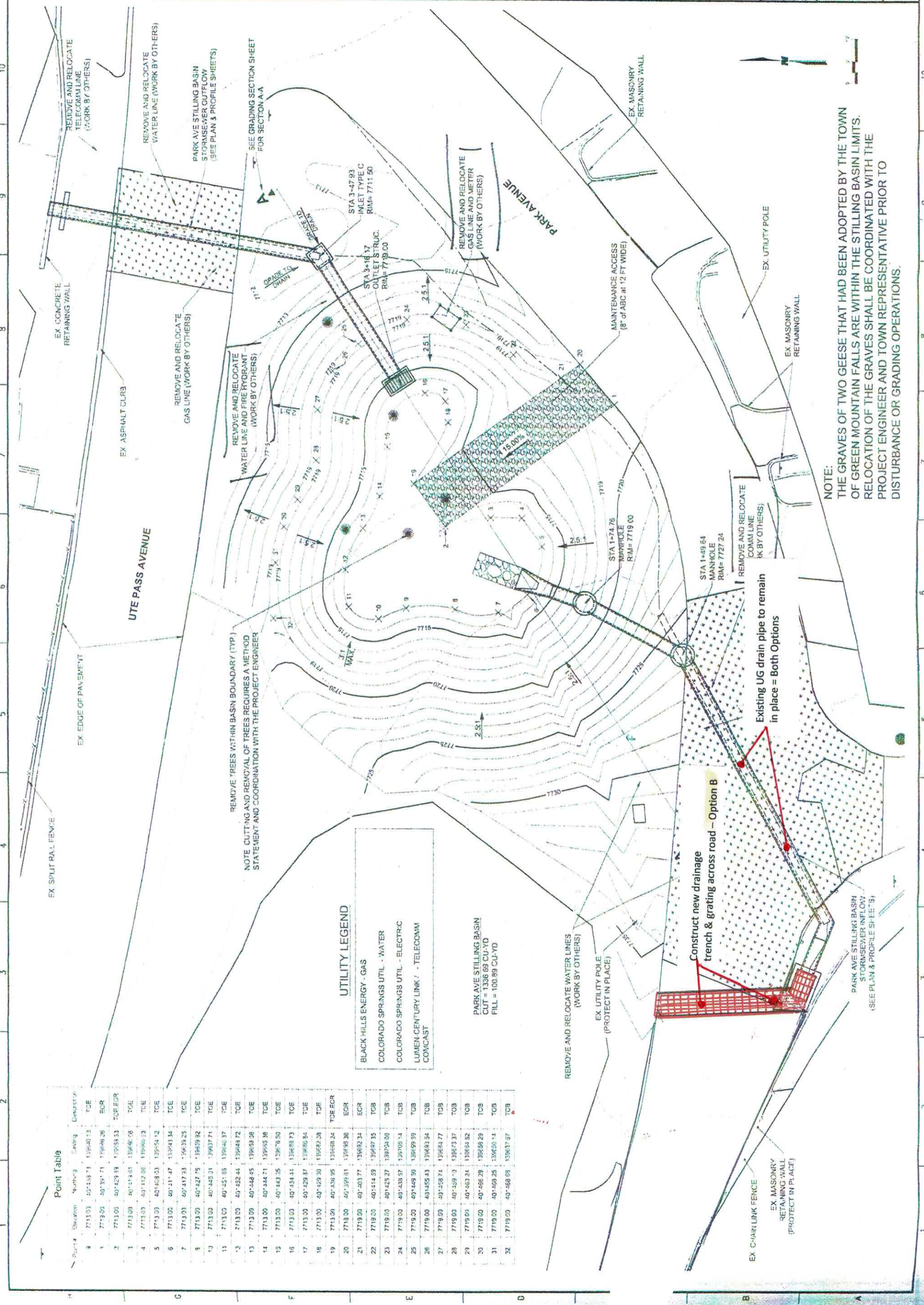
**Point Table**

Station	Elevation	Point	Remarks
1	7713.00	40+14.71	13640.14 TCE
2	7713.00	40+29.71	13696.08 BUR
3	7713.00	40+44.71	13751.93 TOP BUR
4	7713.00	40+59.71	13807.88 TCE
5	7713.00	40+74.71	13863.83 TCE
6	7713.00	40+89.71	13919.78 TCE
7	7713.00	40+104.71	13975.73 TCE
8	7713.00	40+119.71	14031.68 TCE
9	7713.00	40+134.71	14087.63 TCE
10	7713.00	40+149.71	14143.58 TCE
11	7713.00	40+164.71	14199.53 TCE
12	7713.00	40+179.71	14255.48 TCE
13	7713.00	40+194.71	14311.43 TCE
14	7713.00	40+209.71	14367.38 TCE
15	7713.00	40+224.71	14423.33 TCE
16	7713.00	40+239.71	14479.28 TCE
17	7713.00	40+254.71	14535.23 TCE
18	7713.00	40+269.71	14591.18 TCE
19	7713.00	40+284.71	14647.13 TCE
20	7713.00	40+299.71	14703.08 TCE
21	7713.00	40+314.71	14759.03 TCE
22	7713.00	40+329.71	14814.98 TCE
23	7713.00	40+344.71	14870.93 TCE
24	7713.00	40+359.71	14926.88 TCE
25	7713.00	40+374.71	14982.83 TCE
26	7713.00	40+389.71	15038.78 TCE
27	7713.00	40+404.71	15094.73 TCE
28	7713.00	40+419.71	15150.68 TCE
29	7713.00	40+434.71	15206.63 TCE
30	7713.00	40+449.71	15262.58 TCE
31	7713.00	40+464.71	15318.53 TCE
32	7713.00	40+479.71	15374.48 TCE

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REV	DATE	DESCRIPTION



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## CONSTRUCTION STAGING POLICY

This construction staging policy addresses how the Town of Green Mountain Falls (the "Town") shall allocate Town-owned properties for staging construction materials for Town projects, with the goal of keeping Town property clean and orderly.

### I. DEFINITIONS

*Staging* as used in this policy refers to the storage of construction equipment, materials, supplies and temporary facilities used in the construction process. While neither the Municipal Code nor Land Use Code specifically addresses construction staging, Municipal Code Section 6-31 lists nuisances, to include refuse, i.e. "discarded building and construction materials." Further, "all refuse shall be removed periodically from all premises in the town so that the premises are clean and orderly at all times. All loose, discarded or unused building material from construction sites shall be promptly removed or discarded by the person responsible for such work."

*Rights of Way (RoWs)* are Town-owned properties generally used to facilitate transportation. However, the RoWs in Town are not limited by the plat on what they can be used for. Therefore, RoWs can be used as the Board of Trustees (BoT) sees fit as long as it doesn't prohibit traffic from passing through an area. It should be noted that RoWs are not parcels and therefore requirements on parcels are not applicable to the RoWs in Green Mountain Falls.

### II. CONSTRUCTION STAGING

It shall be the Policy of Green Mountain Falls that any particular RoW area shall not be used exclusively for the purposes of staging Town construction projects. As part of this policy, the Town will weigh the benefits to the public and the practicality of the staging area before assigning a staging area for a Town project. Although not RoWs, the Town may use Town parcels as staging areas.

Developers and project managers must understand that the Town has limited staging areas on level ground. Projects require active management to limit the amount and time of disruption. High density, prolonged staging will not be allowed on Town RoWs and Mixed Use areas outside of the Public Works maintenance yard.

### III. PROCESS

Petitioner approaches Town to request construction staging. Town Public Works will adhere to this policy as well. **All staging requests MUST include an end date with specific financial repercussions for each day the staging property has not been returned to its original condition beyond the promised end date.**

Planning Commission recommends to BoT or Town Staff appropriate staging location based on intended use. See Table for location options.

Once Town Staff or BOT has selected a staging location and communicated this to the Petitioner, mailed notices shall be sent by the applicant via first-class certified mail to all property owners as listed in the records of the county tax assessor’s office within 200 feet of the subject property, as measured from property boundaries. Notice must be mailed at least 30 days prior to the commencement of the staging location use. Certified mail notice shall be returned to the Town. Property owners have 15 days from receipt of notice to appeal the staging decision. The staging project must wait to commence if an appeal has not yet been heard and decided by the appropriate authority.

Any approved staging requires day’s notice to neighbors within \_\_ feet, to include a staging end date.

Town Staff will confirm the staging user returns staging location to original or better condition.

Table

Location	Area Available	Pro / Con	Arrangements?	Considerations
Behind Town Hall	125’ x 35’	Need to level area Req. emer vehicle access	Coord w/ F.D.	Steeper access Tight Turnaround
Public Works	20’ x 80’ on right side	Req. separate access Interrupt PW work flow	Coord w/ P.W.	Req. active space mgmt.
Oak St. (old Town Hall)	120’ x 20’	Level Close to neighbors	Reqs sign removal	Oak St. Bridge Small project, limited duration
Oak St. RoW	90’ x 12’	Level		Oak St. Bridge
Olathe St. RoW	145’ x 35’ (cur) 90’ x 30’ (prop)	Close to neighbors Overuse Impression	Prop.: PRT add to Master Plan, beautify, 8 parking spaces	Adjacent to floodplain
Rocky Top	150’ x 180’	Fenced, gated, easy access. Safety: Hwy 24 x-ing	\$ to lease area	Outside GMF
Pool Parking	45’ x 65’	Adj. to public park	Coord w/ PRT	Seasonal

In certain circumstances developers may work with private land owners to coordinate staging, given temporary land use permissions are granted by the Planning Commission.