



## **Town of Green Mountain Falls**

**10615 Green Mountain Falls Road**

**Planning Commission Meeting Agenda**

**Tuesday June 11<sup>th</sup> 2024, at 6:30 pm**

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/81173073943?pwd=JLivQaXd3ZN9VQJabvRdcX8avlJgid.1>

**Meeting ID: 811 7307 3943**

**Passcode: 848456**

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

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

#### **3. CONSENT AGENDA**

Approval of Meeting Minutes from 2024-05-14

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

#### **5. REPORTS**

- a) Commissioners
- b) Staff

#### **6. Public Hearing 10565 Foster Variance**

#### **7. BUSINESS**

- a) 10565 Foster Variance
- b) Staging Policy
- c) Selecting Chair & Co-Chair
- d) PC Comp Plan Proposal

#### **8. CORRESPONDENCE**

#### **9. DISCUSSION ITEMS**

#### **10. ADJOURNMENT**

The Next PC Meeting will be held on 2024-07-09.

**TOWN OF GREEN MOUNTAIN FALLS**  
**Planning Commission Special Meeting**

**2024-05-14 at 6:30 P.M.**

**MEETING MINUTES**

**Commission Members Present**

Ann Esch  
Rocco Blasi  
Mike Frey  
Lisa Bonwell Co-Chair  
Brandy Morales

**Commission Members Not Present**

**Town Clerk**

Bo Ayad

**Town Manager**

Becky Frank

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

Co- Chair Lisa Bonwell called the meeting to order at 6:30 p.m. Roll was taken and all commissioners were present in person. BoT Members Present: Todd Dixon, Don Walker & John Bell.

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

Commissioner Blasi made a motion, seconded by Commissioner Frey, to accept the agenda as amended. Motion passed unanimously. The amendment was to remove item 8a.

**3. Consent Agenda**

Minutes from 04/09/2024. Commissioner Blasi made a correction on Item 5- Reports should be Commissioner Blasi and not Commissioner Frey. Commissioner Blasi motioned to approve the minutes as amended, seconded by Commissioner Morales . Motion Carried.

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

John Bell presented a handout related to the usage of staging areas in Town.

Don Walker suggested that a Staging Policy would be a good guiding addition to Town practices.

## **5. Reports.**

Ben Thurston & Julie Esterl of Baseline Engineering presented a Staff Report on Planning Best Practices based on the Town MuniCode.

## **6. Business**

### **6a) Staging Policy**

The TM led a discussion on proposed changes in the Draft Staging Policy. Commissioner Esch suggested that the policy may not be necessary as the items contained are addressed in the new Land Use Code. Commissioner Blasi voiced the need for the policy to be used as a supplement to the LUC. Blasi supported the use of existing devices such as the Temporary Use Permit. Discussion to be tabled until June so Commissioners can spend time with the proposed changes. Blasi so motioned, seconded by Moralez. Motion Carried.

### **6b) Selection Chair & Co Chair**

Bonwell motioned to table until June Meeting. Seconded by Blasi. Motion carried.

### **6c) Comp Plan Proposal**

Commissioner Blasi led a discussion on the need to review the 5-year-old Comp Plan and highlighted the steps and timeline. A discussion took place about vision statements. Commissioner Blasi Motioned to meet in a Work Session on May 28<sup>th</sup> to discuss what items to update if any. Seconded by Commissioner Moralez. Motion Passed Unanimously.

## **7. Correspondence.**

None.

## **8. Discussion Items.**

## **9. Adjournment**

Meeting adjourned at 8:29pm by Co-Chair Bonwell.



**PLANNING COMMISSION  
STAFF REPORT**

Date Prepared: June 6, 2024  
Meeting Date: June 11, 2024

**RE: Variance to Front Setback – 10565 Foster Avenue**  
**To:** Town of Green Mountain Falls Planning Commission  
**From:** Julie Esterl, Baseline Corporation  
**Project Number:** GMF-24-03  
**Project Address:** 10565 Foster Avenue  
**Applicant:** Don Hays  
**Property Owner:** Don Hays  
**Zoning:** R-1 – Low-Density Residential  
**CC:** Becky Frank, Town Manager  
Ben Thurston, AICP, Baseline



**MATTER BEFORE THE PLANNING COMMISSION**

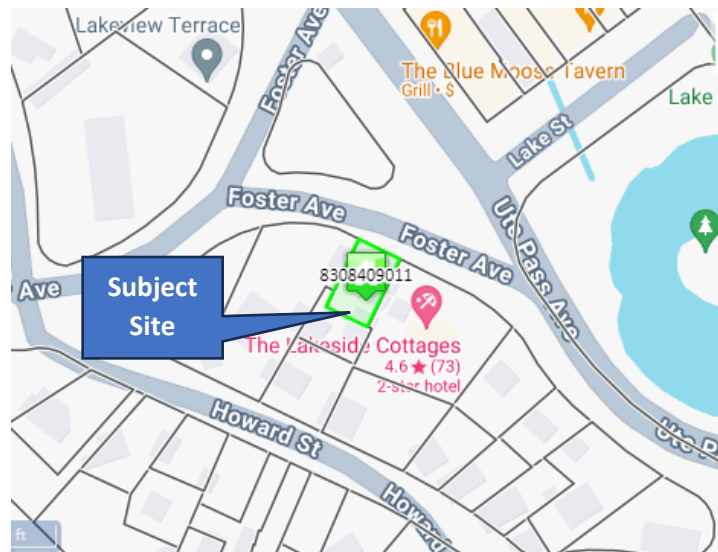
A variance to encroach fifteen (15) feet into the front setback to allow the reconstruction of the existing stairs and the construction of a new deck at 10565 Foster Avenue. Section 12-51 of the Green Mountain Falls Land Use Code (LUC) establishes Town Staff as the reviewing body, and the Planning Commission as the decision-making body for a variance.

**STAFF RECOMMENDATION**

Staff recommends that the Planning Commission APPROVE a variance of fifteen (15) feet to the front setback to allow the reconstruction of the existing stairs and the construction of a new deck at 10565 Foster Avenue.

**BACKGROUND**

The existing single-family residence was constructed in 1920. Access to the building is from Foster Avenue via a set of stairs that climb up to the front door. The existing stairs extend into the front setback as well as into the Foster Avenue public right-of-way. In recent years the stairs have become unsafe and the property owners would like to replace the stairs and construct a new deck that will provide a landing. In 2023, the owners requested, and were granted a 12' x 46.22' easement to occupy the right-of-way at 10565 Foster Avenue. Approval of a variance is required before the owners can apply for building permits for the deck and stairs.



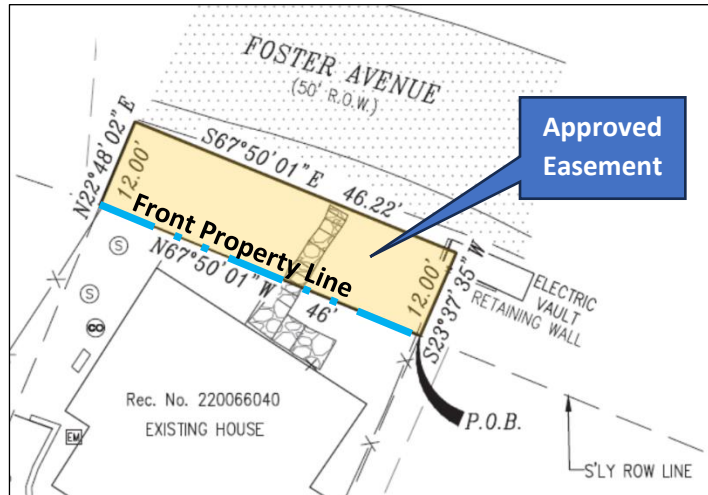
**Location Map**





### APPLICATION

On August 3, 2023, the property owner, Don Hays, submitted an application for a Variance for the property at 10565 Foster Avenue. Processing of the variance application awaited the approval of the right-of-way easement as well as the engineering review of the grading and erosion control plan (GECP) associated with the plans for the construction of the new deck. The easement was approved by the Town Board of Trustees on December 10, 2023, and was fully executed on March 11, 2024. The GECP was approved by the Town Engineer on May 7, 2024.



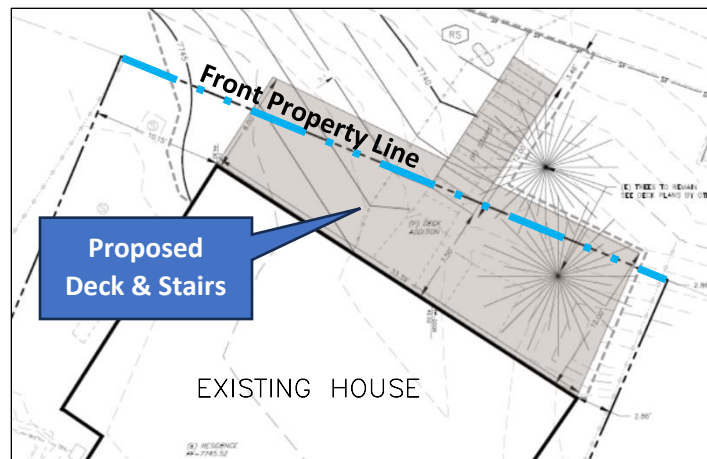
Easement Exhibit

### ZONING AND LAND USE

Prior to 2022 and the adoption of the existing Land Use Code (LUC), the property was zoned R-1 – Single Family Residential. In 2022, the LUC was amended, and the property was rezoned from R-1 – Single Family Residential to R-1 – Low-Density Residential.

The property is occupied by a single-family dwelling, which is a permitted use in the R-1 district. The minimum building setback from a front property line in the R-1 district is 15 feet. Per Section 12-44(b), decks may exceed the minimum setback by no more than 33 percent. Because the proposed deck will cross the front property line and encroach into the right-of-way by approximately 2 feet, the applicant is requesting a variance to encroach the full 15 feet into the front yard setback. In addition, the existing stairs encroach into the Foster Avenue right-of-way. The 15-foot variance, if approved, will allow the existing stairs to be reconstructed in their existing location.

The applicant has explained in the project cover letter that the exterior improvements will improve the view of the property from the street, and will increase the safety of the access to the residence. In addition, the proposed deck will provide a landing at the top of the stairs, and will help prevent further erosion of a portion of the front yard currently caused by direct rain and hail.



Proposed Plan



June 2023 Google Streetview of the subject property

### COMPREHENSIVE PLAN REVIEW

Staff finds that the proposal is in conformance with the Green Mountain Falls Comprehensive Plan. The existing single-family land use is consistent with the plan's Future Land Use Map. The proposed variance will allow the applicant to improve and maintain the property. In addition, the proposal is supported by the plan through the following goals:

- Goal 3.1.2: Residential Quality – Encourage and maintain safe and comfortable residential environments.  
*Staff finds the proposed variance allows the applicant to maintain the existing residence in a safe manner.*
- Goal 3.2.1: Public Safety / Emergency Services – Provide adequate police and fire protection throughout the Town.  
*Staff finds the proposed variance will improve access to the residence for emergency services.*
- Goal 3.4.1: Responsible Development – Ensure responsible, appropriate, and compatible growth in Town. Policy A. Support development that enhances a sense of community and is compatible with surrounding land uses, the natural environment, and the community's expectations.  
*Staff finds the proposed variance allows improvements to the residence's entrance that are compatible and meet expectations for quality.*

### PUBLIC NOTICE

Section 12-52(h) of the LUC establishes requirements for public notice when public hearings are required with land use review. A variance requires published, mailed, and posted notice at least 15 days prior to the public hearing. All required notices were completed in conformance with the LUC.



**PUBLIC COMMENTS**

Town staff received one response from the public regarding the proposed variance. The concern was in regards to existing building improvements and septic system encroachments on to property located at 6885 Howard Street. Staff understands that encroachments may exist, and that the resolution to any existing side and rear encroachments are a private matter between the neighboring property owners. Staff finds no encroachments on neighboring properties related to the proposed variance.

**FINDINGS**

The application was submitted in compliance with the Land Use Code. General approval criteria findings are outlined in the following table.

| Sec. 12-52(i)(2) – General Approval Criteria  | Staff Finding | Rationale   |
|---|---------------|---|
| a) Complies with applicable requirements including this land use code, town, state, and federal law;  | Yes           | The application complies with applicable codes and regulations.   |
| b) Consistent with any applicable adopted Town plans;   | Yes           | The application complies with applicable Town plans, including the Comprehensive Plan as outlined in staff’s analysis.  |
| c) Promotes the public health, safety, and general welfare;   | Yes           | The proposed variance will allow for the development of safe access to the existing residence.                          |
| d) Minimizes or mitigates adverse impacts associated with the application;  | Yes           | Staff finds no substantial adverse impacts associated with the proposed variance.                                       |
| e) Will not result in significant adverse impacts upon the natural environment including air, water, noise, stormwater management, wildlife, and vegetation, or such impacts will be substantially mitigated; and | Yes           | Staff finds no substantial adverse impacts in regards to the natural environment associated with the proposed facility. |
| f) Will not result in significant adverse impacts upon other property in the vicinity of the subject property.  | Yes           | Staff finds no substantial adverse impacts to adjacent properties associated with the proposed facility.                |



Additional Variance approval criteria findings are outlined in the following table.

| Sec. 12-57(a) – Additional Approval Criteria  | Staff Finding | Rationale  |
|---|---------------|--|
| a) Not be injurious to the public health, safety, morals, and general welfare of the community;   | Yes           | Staff finds no potential injury to the public health, safety, morals, and general welfare of the community as a result of the proposed variance.   |
| b) Not substantially affect the use and value of the area adjacent to the property included in the variance; and;   | Yes           | The proposed variance does not impact the use of the adjacent area. The proposed improvement and investment in the property could have a positive impact on the value of the adjacent area.  |
| c) Sufficiently demonstrate that the strict application of the terms of this land use code will result in practical difficulties in the use of the property, that the practical difficulties are peculiar to the property in question, and that the variance will relieve the practical difficulties. | Yes           | Strict application of the front setback would result in practical difficulties because it would prevent the applicant from repairing the existing stair to provide safe access to the residence. The variance relieves that difficulty. Strict conformance to the code would require either reconstruction or substantial remodeling of the residence. |

### SUMMARY

The applicant, Don Hays, has submitted a complete application for the review of a Variance to the front setback to allow the reconstruction of the existing stairs and the construction of a new deck at 10565 Foster Avenue. The application is in general compliance with the Land Use Code.

### ALTERNATIVE ACTIONS

1. Motion to approve, with or without conditions, supported by findings
2. Motion to deny supported by findings
3. Motion to continue to a future meeting date with a reason and/or request for more information

### Attachments:

1. Combined Application
  - a. Variance Application
  - b. Project Cover Letter
  - c. Project ILC
  - d. Approved Grading Plan
  - e. Proposed Deck Plans
2. Approved Easement Agreement
3. Public Comment Letter





## Town of Green Mountain Falls Land Use Approval Application Zoning Variance

### General Information

- A zoning variance is a request to deviate from the requirements in the Green Mountain Falls Land Use and Zoning Code, as established in §16-709.
- This checklist is a guide to submitting a complete application and is not a substitute for all provisions in [GMF Municipal Code](#). Applicants are responsible for reviewing and understanding the Code.
- Complete submittals will receive a minimum staff review time of thirty (30) days before appearing on a Planning Commission agenda

### Applicant

|   |
|---|
| Applicant: <b>Don Hays</b>                            |
| Address: <b>3207 Crockett St., Granbury, TX 76049</b> |
| E-Mail: <b>texas2d@yahoo.com</b>                      |
| Phone: <b>817-313-0283</b>                            |
| Owner: <b>Don Hays</b>                                |
| Address: <b>3207 Crockett St., Granbury, TX 76049</b> |
| E-mail: <b>texas2d@yahoo.com</b>                      |
| Phone: <b>817-313-0283</b>                            |

### Property

|   |   |
|---|---|
| Address: <b>10565 Foster Ave., Green Mountain Falls, CO 80819</b>               |   |
| Zoning Designation: <b>Non-Conf R-1</b>   | Lot Size: <b>3456 Sq. Ft.</b>   |
| Hillside Overlay zone? Yes <input type="checkbox"/> No <input type="checkbox"/> | Land Survey Included: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |

### Certification & Signature

APPLICANT'S STATEMENT: I understand the procedures that apply to my request and acknowledge an incomplete application will not be processed or scheduled for public hearing until such time it is complete. GMF Town Staff's acceptance of the application, the payment of fees, and submittal of accompanying materials does not constitute completeness. I further agree to reimburse the city for technical and professional consulting expenses that may be incurred during the review of my request. Failure to reimburse the Town for invoiced expenses constitutes an incomplete application.

Certification: The undersigned applicant certifies under oath and under penalties of perjury that the information found in the application is true and accurate to the best of their knowledge.

Applicant Signature /S/Don Hays Date 08/03/2023

Owner Signature /S/Don Hays Date 08/03/2023

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

This document can be signed electronically using [Adobe Reader DC for free](#).

Justification for Proposed Improvement to Property at 10565 Foster Ave, Green Mountain Falls, CO  
80819

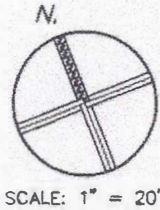
Cabin Appearance – Although significant renovations have occurred on the inside of the cabin, this cabin has been an eyesore for years. Left abandoned and lawn not kept, the outdoor improvements will dramatically improve the view of the property from the streets, downtown and around the lake

Yard Maintenance and Erosion – No maintenance appears to be done to the lawn or to keep the yard from significant erosion problems. Removal of trees from this lot has in the last couple of years which has increased the erosion problem. The proposed deck would prevent further erosion of a significant portion of the front yard caused by direct rain and hail.

Safety – Fixing the steps and the transition from the street to the stairs will allow my wife and others to more safely traverse the accent to the cabin.

/s/ Don Hays 10/03/2023

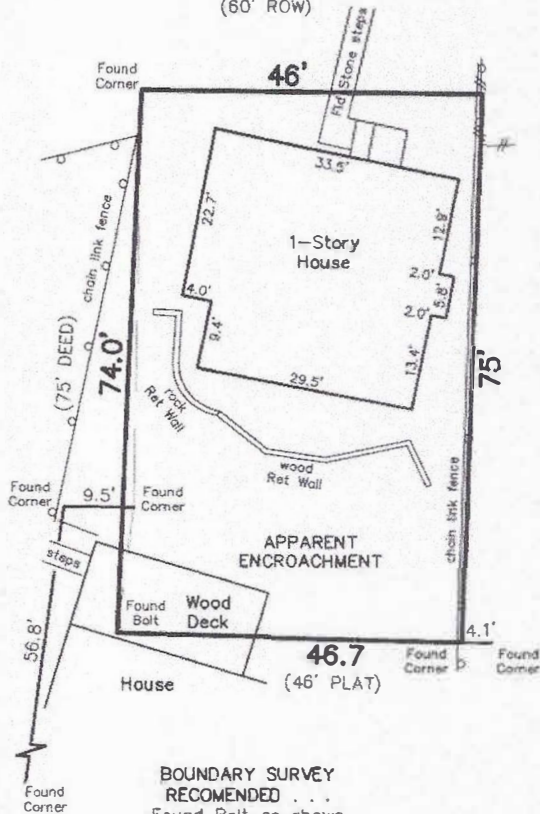
**IMPROVEMENT LOCATION CERTIFICATE**



**10565 FOSTER AVENUE**  
(60' ROW)

CROSSED PATHS SURVEYING SERVICES, INC. has relied upon the COMMITMENT for TITLE INSURANCE issued by EMPIRE TITLE OF WOODLAND PARK, File No. 52731ECS, with regard to any recorded easements, rights-of-way affecting the subject property. No additional research regarding the existence of easements or restrictions of record has been performed by CROSSED PATHS SURVEYING SERVICES, INC.

Due to the consumer thinking an ILC is a PROPERTY BOUNDARY SURVEY the Board of Licensure repealed 6.6.2 (c), Major improvement locations shall be shown with dimensions to the nearest property lines, with a minimum of two dimensions shown, and shall be sufficient to locate structures.



**BOUNDARY SURVEY RECOMMENDED . . .**  
Found Bolt as shown hereon may or may not be a corner;  
Found Corners at 9.5' create a question of Senior Rights

**RECORD TITLE DESCRIPTION:**

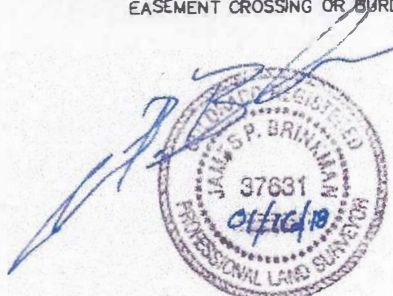
**The Northwesternly 46 feet of the Northeastly 75 feet of Lot 3, Block 11, Green Mountain Falls Addition No. 1, County of El Paso, State of Colorado**

I HEREBY CERTIFY THAT THIS IMPROVEMENT LOCATION CERTIFICATE WAS PREPARED FOR  
**EMPIRE TITLE OF WOODLAND PARK**

THAT IT IS NOT A LAND SURVEY PLAT OR IMPROVEMENT SURVEY PLAT, AND THAT IT IS NOT TO BE RELIED UPON FOR THE ESTABLISHMENT OF FENCE, BUILDING, OR OTHER FUTURE IMPROVEMENT LINES.

I FURTHER CERTIFY THAT THE IMPROVEMENTS ON THE ABOVE DESCRIBED PARCEL ON THIS DATE,  
**January 16, 2018**

EXCEPT UTILITY CONNECTIONS, ARE ENTIRELY WITHIN THE BOUNDARIES OF THE PARCEL, EXCEPT AS SHOWN, THAT THERE ARE NO ENCROACHMENTS UPON THE DESCRIBED PREMISES BY IMPROVEMENTS ON ANY ADJOINING PREMISES, EXCEPT AS INDICATED, AND THAT THERE IS NO APPARENT EVIDENCE OR SIGN OF ANY EASEMENT CROSSING OR BURDENING ANY PART OF SAID PARCEL, EXCEPT AS NOTED.



**CROSSED PATHS SURVEYING SERVICES, INC.**  
P.O. BOX 49742  
COLORADO SPRINGS,  
COLORADO 80949  
(719) 661-2349  
jimpls@xpathinc.com

**EASEMENT EXHIBIT**  
**10565 FOSTER AVENUE**  
**GREEN MOUNTAIN FALLS**  
**EL PASO COUNTY, COLORADO**

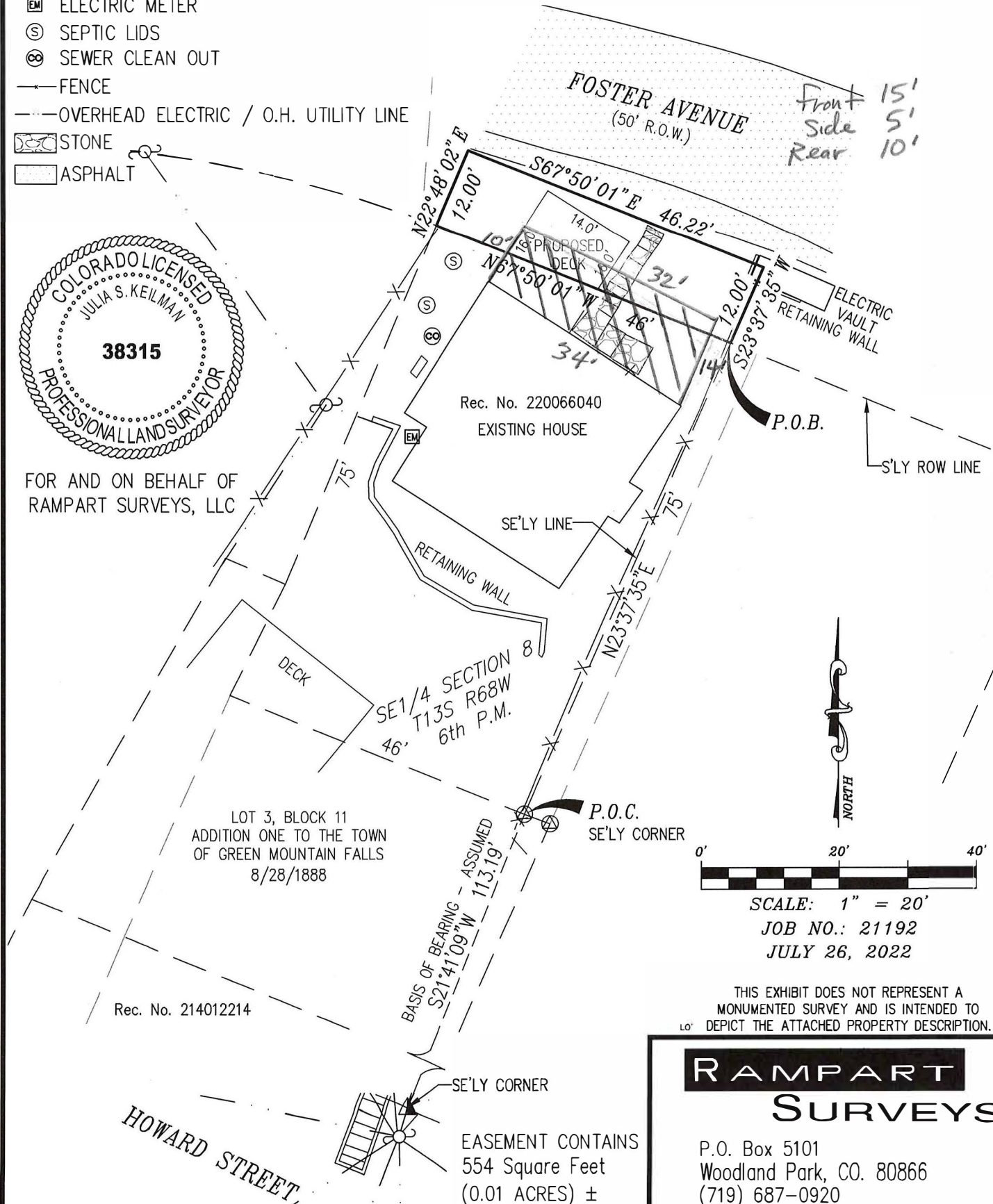
**LEGEND:**

- ▲ FOUND 5/8" REBAR
- ⊗ FOUND REBAR AND 1-1/2" ALUMINUM CAP STAMPED "D&B CO PLS 22575"
- POWER/UTILITY POLE
- ⊞ ELECTRIC METER
- ⊙ SEPTIC LIDS
- ⊗ SEWER CLEAN OUT
- FENCE
- OVERHEAD ELECTRIC / O.H. UTILITY LINE
- ▨ STONE
- ▩ ASPHALT

Front 15'  
 Side 5'  
 Rear 10'



FOR AND ON BEHALF OF  
 RAMPART SURVEYS, LLC



LOT 3, BLOCK 11  
 ADDITION ONE TO THE TOWN  
 OF GREEN MOUNTAIN FALLS  
 8/28/1888

Rec. No. 214012214

SE 1/4 SECTION 8  
 T13S R68W  
 6th P.M.  
 BASIS OF BEARING  
 S21°41'09"W 113.19'

SCALE: 1" = 20'  
 JOB NO.: 21192  
 JULY 26, 2022

THIS EXHIBIT DOES NOT REPRESENT A  
 MONUMENTED SURVEY AND IS INTENDED TO  
 LO DEPICT THE ATTACHED PROPERTY DESCRIPTION.

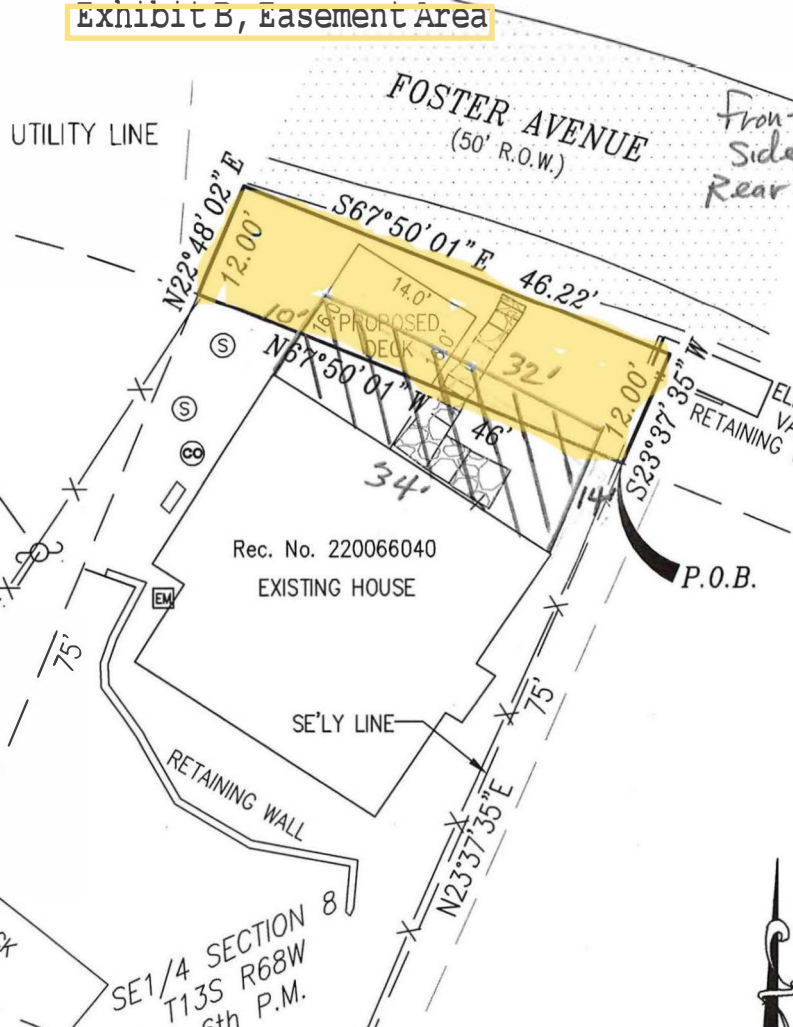
**RAMPART**  
**SURVEYS**

P.O. Box 5101  
 Woodland Park, CO. 80866  
 (719) 687-0920

EASEMENT CONTAINS  
 554 Square Feet  
 (0.01 ACRES) ±



**EXHIBIT B, Easement Area**



UTILITY LINE

FOSTER AVENUE  
(50' R.O.W.)

Front Side Rear

$N22^{\circ}48'02'' E$   
12.00'

$S67^{\circ}50'01'' E$  46.22'

PROPOSED DECK

(S)

$N67^{\circ}50'01'' W$   
34'  
34'  
46'  
14'

$S23^{\circ}37'35'' W$   
RETAINING WALL

P.O.B.

Rec. No. 220066040  
EXISTING HOUSE

SE'LY LINE

RETAINING WALL

75'

75'

$N23^{\circ}37'35'' E$   
75'

SE 1/4 SECTION 8  
T13S R68W  
6th P.M.

**Proposed Deck**

UTILITY LINE

FOSTER AVENUE  
(50' R.O.W.)

Front  
Side  
Rear

$N22^{\circ}48'02'' E$   
12.00'

$S67^{\circ}50'01'' E$  46.22'

PROPOSED DECK

$N67^{\circ}50'01'' W$

Rec. No. 220066040  
EXISTING HOUSE

SE'LY LINE

RETAINING WALL

SECTION 8

$N23^{\circ}37'35'' E$

12.00'  
 $S23^{\circ}37'35'' W$

ELECTRICAL VAULT  
RETAINING WALL

P.O.B.

75'

75'

14.0'

14.0'

32'

46'

34'

14'

EM

(S)

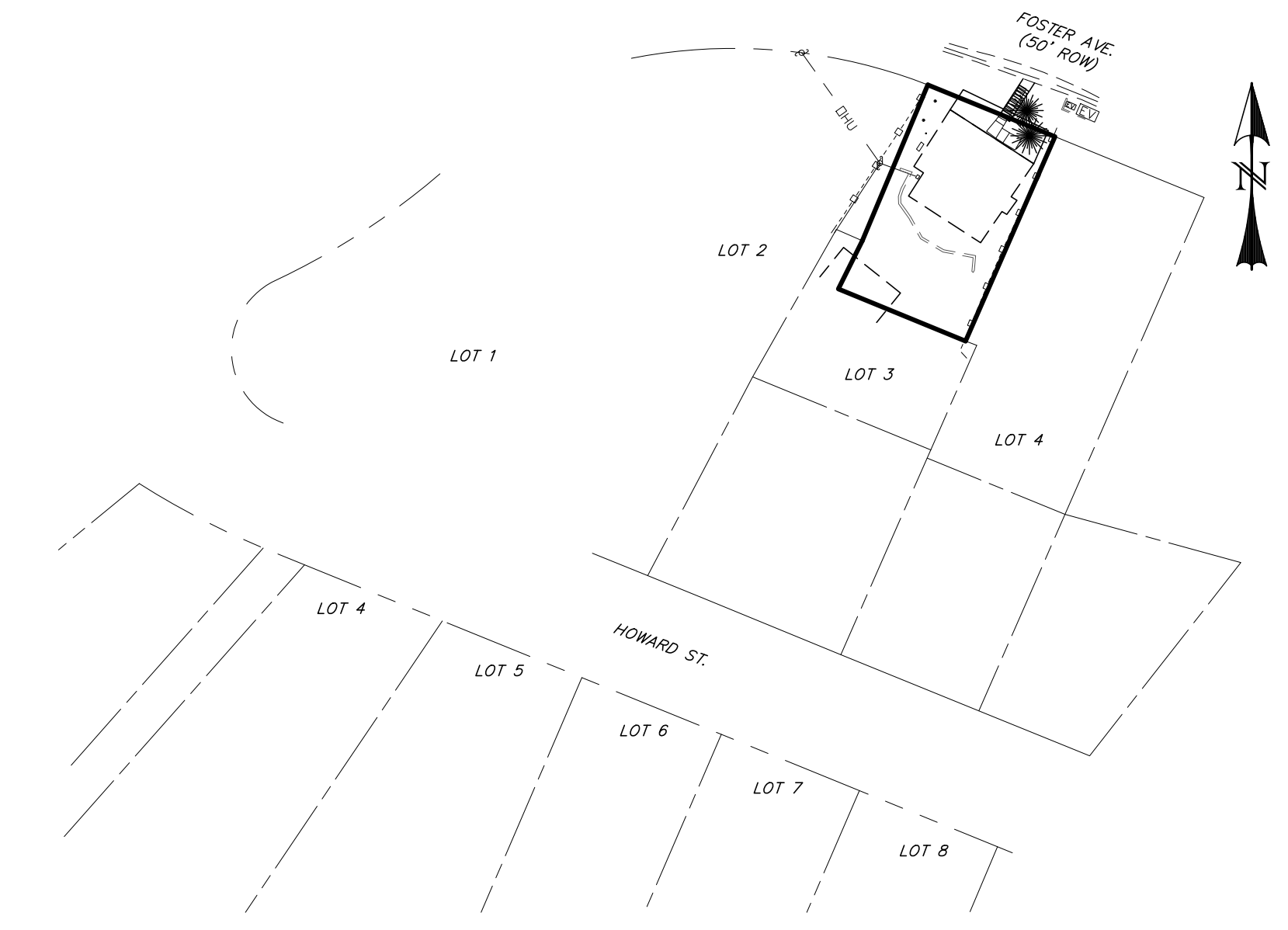
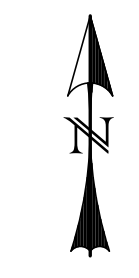
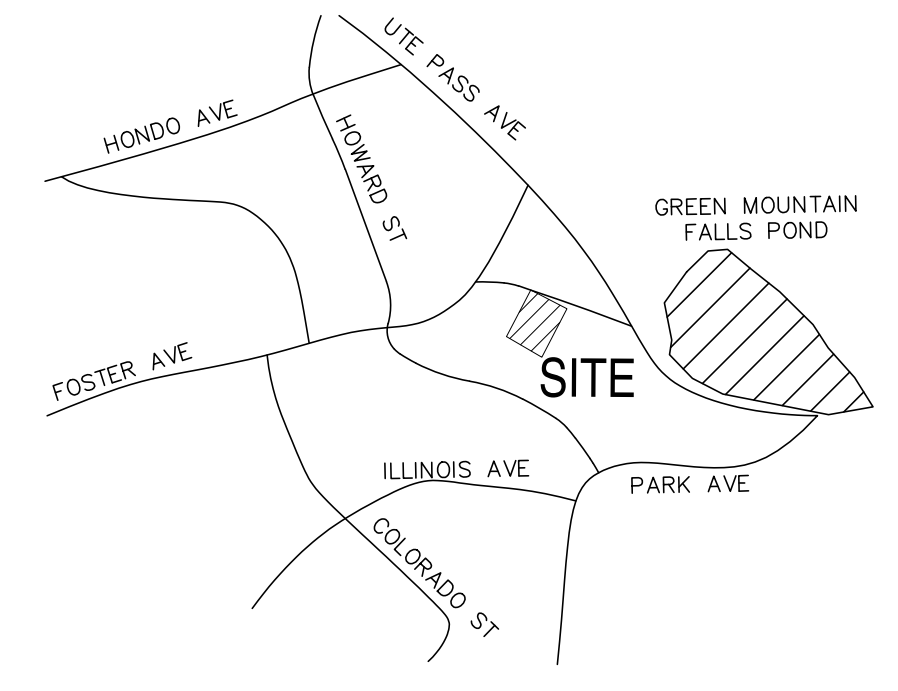
(S)

(8)



# HAYS RESIDENCE GRADING & EROSION CONTROL PLAN

GREEN MOUNTAIN FALLS, EL PASO COUNTY, COLORADO



**SITE MAP**  
SCALE: N.T.S.

**PROJECT CONTACTS**

**ENGINEER:** CATAMOUNT ENGINEERING  
321 HENRIETTA AVENUE, SUITE A  
WOODLAND PARK, CO 80866  
DAVID MUJARES, PE  
(719) 426-2124

**OWNER:** DON HAYS  
3207 CROCKETT ST.  
GRANBURY, TX 76049

**TOWN:** TOWN HALL OFFICE  
10615 UNIT B GREEN MOUNTAIN FALLS RD.  
GREEN MOUNTAIN FALLS, CO 80619  
(719) 684-9414

**VICINITY MAP**  
SCALE: N.T.S.

**STANDARD CONSTRUCTION NOTES:**

- ALL DRAINAGE AND ROADWAY CONSTRUCTION SHALL MEET THE STANDARDS AND SPECIFICATIONS OF THE CITY OF COLORADO SPRINGS/EL PASO COUNTY DRAINAGE CRITERIA MANUAL, VOLUMES 1 AND 2, AND THE EL PASO COUNTY ENGINEERING CRITERIA MANUAL.
- CONTRACTOR SHALL BE RESPONSIBLE FOR THE NOTIFICATION AND FIELD LOCATION OF ALL EXISTING UTILITIES, WHETHER SHOWN ON THE PLANS OR NOT, BEFORE BEGINNING CONSTRUCTION. LOCATION OF EXISTING UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CALL 811 TO CONTACT THE UTILITY NOTIFICATION CENTER OF COLORADO (UNCC).
- CONTRACTOR SHALL KEEP A COPY OF THESE APPROVED PLANS, THE GRADING AND EROSION CONTROL PLAN, THE STORMWATER MANAGEMENT PLAN (SWMP), THE SOILS AND GEOTECHNICAL REPORT, AND THE APPROPRIATE DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS AT THE JOB SITE AT ALL TIMES.
- IT IS THE DESIGN ENGINEER'S RESPONSIBILITY TO ACCURATELY SHOW EXISTING CONDITIONS, BOTH ONSITE AND OFFSITE, ON THE CONSTRUCTION PLANS. ANY MODIFICATIONS NECESSARY DUE TO CONFLICTS, OMISSIONS, OR CHANGED CONDITIONS WILL BE ENTIRELY THE DEVELOPER'S RESPONSIBILITY TO RECTIFY.
- CONTRACTOR SHALL SCHEDULE A PRE-CONSTRUCTION MEETING WITH GREEN MOUNTAIN FALLS PLANNING AND INSPECTIONS, PRIOR TO STARTING CONSTRUCTION.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO UNDERSTAND THE REQUIREMENTS OF ALL JURISDICTIONAL AGENCIES AND TO OBTAIN ALL REQUIRED PERMITS, INCLUDING BUT NOT LIMITED TO EL PASO COUNTY EROSION AND STORMWATER QUALITY CONTROL PERMIT (ESQCP), REGIONAL BUILDING FLOODPLAIN DEVELOPMENT PERMIT, U.S. ARMY CORPS OF ENGINEERS-ISSUED 401 AND/OR 404 PERMITS, AND COUNTY AND STATE FUGITIVE DUST PERMITS.
- CONTRACTOR SHALL NOT DEVIATE FROM THE PLANS WITHOUT FIRST OBTAINING WRITTEN APPROVAL FROM THE DESIGN ENGINEER AND PCD. CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IMMEDIATELY UPON DISCOVERY OF ANY ERRORS OR INCONSISTENCIES.
- CONTRACTOR SHALL COORDINATE GEOTECHNICAL TESTING PER TOWN OF GREEN MOUNTAIN FALLS STANDARDS.
- ALL CONSTRUCTION TRAFFIC MUST ENTER/EXIT THE SITE AT APPROVED CONSTRUCTION ACCESS POINTS.
- CONTRACTOR SHALL OBTAIN ANY PERMITS REQUIRED BY TOWN OF GREEN MOUNTAIN FALLS, INCLUDING WORK WITHIN THE RIGHT-OF-WAY AND SPECIAL TRANSPORT PERMITS.
- THE LIMITS OF CONSTRUCTION SHALL REMAIN WITHIN THE PROPERTY LINE UNLESS OTHERWISE NOTED. THE OWNER/DEVELOPER SHALL OBTAIN WRITTEN PERMISSION AND EASEMENTS, WHERE REQUIRED, FROM ADJOINING PROPERTY OWNER(S) PRIOR TO ANY OFF-SITE DISTURBANCE, GRADING, OR CONSTRUCTION.

**GRADING NOTES:**

- CONSTRUCTION MAY NOT COMMENCE UNTIL A CONSTRUCTION PERMIT IS OBTAINED FROM TOWN OF GREEN MOUNTAIN FALLS PLANNING AND A PRECONSTRUCTION CONFERENCE IS HELD WITH INSPECTIONS.
- STORMWATER DISCHARGES FROM CONSTRUCTION SITES SHALL NOT CAUSE OR THREATEN TO CAUSE POLLUTION, CONTAMINATION, OR DEGRADATION OF STATE WATERS. ALL WORK AND EARTH DISTURBANCE SHALL BE DONE IN A MANNER THAT MINIMIZES POLLUTION OF ANY ON-SITE OR OFF-SITE WATERS, INCLUDING WETLANDS.
- NOTWITHSTANDING ANYTHING DEPICTED IN THESE PLANS IN WORDS OR GRAPHIC REPRESENTATION, ALL DESIGN AND CONSTRUCTION RELATED TO ROADS, STORM DRAINAGE AND EROSION CONTROL SHALL CONFORM TO THE STANDARDS AND REQUIREMENTS OF THE MOST RECENT VERSION OF THE RELEVANT ADOPTED EL PASO COUNTY STANDARDS, INCLUDING THE LAND DEVELOPMENT CODE, THE ENGINEERING CRITERIA MANUAL, THE DRAINAGE CRITERIA MANUAL, AND THE DRAINAGE CRITERIA MANUAL VOLUME 2. ANY DEVIATIONS FROM REGULATIONS AND STANDARDS MUST BE REQUESTED, AND APPROVED, IN WRITING.
- ONCE THE PERMIT HAS BEEN ISSUED, THE CONTRACTOR MAY INSTALL THE INITIAL STAGE EROSION AND SEDIMENT CONTROL BMPS AS INDICATED ON THE GEC. A PRECONSTRUCTION MEETING BETWEEN THE CONTRACTOR, ENGINEER, AND GREEN MOUNTAIN FALLS INSPECTIONS WILL BE HELD PRIOR TO ANY CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE APPLICANT TO COORDINATE THE MEETING TIME AND PLACE WITH GREEN MOUNTAIN FALLS STAFF.
- SOIL EROSION CONTROL MEASURES FOR ALL SLOPES, CHANNELS, DITCHES, OR ANY DISTURBED LAND AREA SHALL BE COMPLETED WITHIN 21 CALENDAR DAYS AFTER FINAL GRADING. DISTURBED AREAS AND STOCKPILES WHICH ARE NOT AT FINAL GRADE BUT WILL REMAIN DORMANT FOR LONGER THAN 30 DAYS SHALL ALSO BE MULCHED WITHIN 21 DAYS AFTER INTERIM GRADING. AN AREA THAT IS GOING TO REMAIN IN AN INTERIM STATE FOR MORE THAN 60 DAYS SHALL ALSO BE SEEDED. ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND BMPS SHALL BE MAINTAINED UNTIL PERMANENT SOIL EROSION CONTROL MEASURES ARE IMPLEMENTED AND ESTABLISHED.
- TEMPORARY SOIL EROSION CONTROL FACILITIES SHALL BE REMOVED AND EARTH DISTURBANCE AREAS GRADED AND STABILIZED WITH PERMANENT SOIL EROSION CONTROL MEASURES PURSUANT TO STANDARDS AND SPECIFICATION PRESCRIBED IN THE DCM VOLUME II AND THE ENGINEERING CRITERIA MANUAL (ECM) APPENDIX I.
- ALL PERSONS ENGAGED IN EARTH DISTURBANCE SHALL IMPLEMENT AND MAINTAIN ACCEPTABLE SOIL EROSION AND SEDIMENT CONTROL MEASURES INCLUDING BMPS IN CONFORMANCE WITH THE EROSION CONTROL TECHNICAL STANDARDS OF THE DRAINAGE CRITERIA MANUAL (DCM) VOLUME II AND IN ACCORDANCE WITH THE STORMWATER MANAGEMENT PLAN (SWMP).
- ALL TEMPORARY EROSION CONTROL FACILITIES INCLUDING BMPS AND ALL PERMANENT FACILITIES INTENDED TO CONTROL EROSION OF ANY EARTH DISTURBANCE OPERATIONS, SHALL BE INSTALLED AS DEFINED IN THE APPROVED PLANS, THE SWMP AND THE DCM VOLUME II AND MAINTAINED THROUGHOUT THE DURATION OF THE EARTH DISTURBANCE OPERATION.
- ANY EARTH DISTURBANCE SHALL BE CONDUCTED IN SUCH A MANNER SO AS TO EFFECTIVELY REDUCE ACCELERATED SOIL EROSION AND RESULTING SEDIMENTATION. ALL DISTURBANCES SHALL BE DESIGNED, CONSTRUCTED, AND COMPLETED SO THAT THE EXPOSED AREA OF ANY DISTURBED LAND SHALL BE LIMITED TO THE SHORTEST PRACTICAL PERIOD OF TIME.
- ANY TEMPORARY OR PERMANENT FACILITY DESIGNED AND CONSTRUCTED FOR THE CONVEYANCE OF STORMWATER AROUND, THROUGH, OR FROM THE EARTH DISTURBANCE AREA SHALL BE DESIGNED TO LIMIT THE DISCHARGE TO A NON-EROSIVE VELOCITY.
- CONCRETE WASH WATER SHALL BE CONTAINED AND DISPOSED OF IN ACCORDANCE WITH THE SWMP. NO WASH WATER SHALL BE DISCHARGED TO OR ALLOWED TO RUNOFF TO STATE WATERS, INCLUDING ANY SURFACE OR SUBSURFACE STORM DRAINAGE SYSTEM OR FACILITIES.
- EROSION CONTROL BLANKETING SHALL BE USED ON SLOPES STEEPER THAN 3:1.
- BUILDING, CONSTRUCTION, EXCAVATION, OR OTHER WASTE MATERIALS SHALL NOT BE TEMPORARILY PLACED OR STORED IN THE STREET, ALLEY, OR OTHER PUBLIC WAY, UNLESS IN ACCORDANCE WITH AN APPROVED TRAFFIC CONTROL PLAN. BMP'S MAY BE REQUIRED BY GREEN MOUNTAIN FALLS INSPECTIONS IF DEEMED NECESSARY, BASED ON SPECIFIC CONDITIONS AND CIRCUMSTANCES.
- VEHICLE TRACKING OF SOILS AND CONSTRUCTION DEBRIS OFF-SITE SHALL BE MINIMIZED. MATERIALS TRACKED OFFSITE SHALL BE CLEANED UP AND PROPERLY DISPOSED OF IMMEDIATELY.
- CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL WASTES FROM THE CONSTRUCTION SITE FOR DISPOSAL IN ACCORDANCE WITH LOCAL AND STATE REGULATORY REQUIREMENTS. NO CONSTRUCTION DEBRIS, TREE SLASH, BUILDING MATERIAL WASTES OR UNUSED BUILDING MATERIALS SHALL BE BURIED, DUMPED, OR DISCHARGED AT THE SITE.
- THE OWNER, SITE DEVELOPER, CONTRACTOR, AND/OR THEIR AUTHORIZED AGENTS SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL CONSTRUCTION DEBRIS, DIRT, TRASH, ROCK, SEDIMENT, AND SAND THAT MAY ACCUMULATE IN THE STORM SEWER OR OTHER DRAINAGE CONVEYANCE SYSTEM AND STORMWATER APPURTENANCES AS A RESULT OF SITE DEVELOPMENT.
- THE QUANTITY OF MATERIALS STORED ON THE PROJECT SITE SHALL BE LIMITED, AS MUCH AS PRACTICAL, TO THAT QUANTITY REQUIRED TO PERFORM THE WORK IN AN ORDERLY SEQUENCE. ALL MATERIALS STORED ON-SITE SHALL BE STORED IN A NEAT, ORDERLY MANNER, IN THEIR ORIGINAL CONTAINERS, WITH ORIGINAL MANUFACTURER'S LABELS.
- NO CHEMICALS ARE TO BE USED BY THE CONTRACTOR, WHICH HAVE THE POTENTIAL TO BE RELEASED IN STORMWATER UNLESS PERMISSION FOR THE USE OF A SPECIFIC CHEMICAL IS GRANTED IN WRITING BY THE TOWN ADMINISTRATOR. IN GRANTING THE USE OF SUCH CHEMICALS, SPECIAL CONDITIONS AND MONITORING MAY BE REQUIRED.
- BULK STORAGE STRUCTURES FOR PETROLEUM PRODUCTS AND OTHER CHEMICALS SHALL HAVE ADEQUATE PROTECTION SO AS TO CONTAIN ALL SPILLS AND PREVENT ANY SPILLED MATERIAL FROM ENTERING STATE WATERS, INCLUDING ANY SURFACE OR SUBSURFACE STORM DRAINAGE SYSTEM OR FACILITIES.
- NO PERSON SHALL CAUSE THE IMPEDIMENT OF STORMWATER FLOW IN THE FLOW LINE OF THE CURB AND GUTTER OR IN THE DITCHLINE.
- INDIVIDUALS SHALL COMPLY WITH THE COLORADO WATER QUALITY CONTROL ACT (TITLE 25, ARTICLE 8, CRS), AND THE CLEAN WATER ACT (33 USC 1344), IN ADDITION TO THE REQUIREMENTS INCLUDED IN THE DCM VOLUME II AND THE ECM APPENDIX I. ALL APPROPRIATE PERMITS MUST BE OBTAINED BY THE CONTRACTOR PRIOR TO CONSTRUCTION (NPDES, FLOODPLAIN, 404, FUGITIVE DUST, ETC.). IN THE EVENT OF CONFLICTS BETWEEN THESE REQUIREMENTS AND LAWS, RULES, OR REGULATIONS OF OTHER FEDERAL, STATE, OR COUNTY AGENCIES, THE MORE RESTRICTIVE LAWS, RULES, OR REGULATIONS SHALL APPLY.
- ALL CONSTRUCTION TRAFFIC MUST ENTER/EXIT THE SITE AT APPROVED CONSTRUCTION ACCESS POINTS.
- PRIOR TO ACTUAL CONSTRUCTION THE PERMITTEE SHALL VERIFY THE LOCATION OF EXISTING UTILITIES.
- A WATER SOURCE SHALL BE AVAILABLE ON SITE DURING EARTHWORK OPERATIONS AND UTILIZED AS REQUIRED TO MINIMIZE DUST FROM EARTHWORK EQUIPMENT AND WIND.
- THE SOILS REPORT FOR THIS SITE IS PENDING ACCESS CONSTRUCTION AND SHALL BE CONSIDERED A PART OF THESE PLANS.
- NO CUT AND FILL SLOPES EXCEEDING 3:1 ARE DEPICTED ON THE PLANSET. USE OF SLOPES EXCEEDING 3:1 ARE TO BE APPROVED BY PROJECT GEOTECHNICAL ENGINEER PRIOR TO BEGINNING OF CONSTRUCTION. ADDITIONAL SLOPE PROTECTIONS INDICATED IN THE PROJECT GEOTECHNICAL REPORT SHALL BE IMPLEMENTED BY THE CONTRACTOR.
- RECEIVING WATERCOURSE : FOUNTAIN CREEK
- HYDROLOGIC SOILS GROUP (HSG) : B' TECOLOTE VERY GRAVELLY SANDY LOAM

**PROJECT ADDRESS:**

10565 FOSTER AVENUE  
GREEN MOUNTAIN FALLS, CO

**BENCHMARK:**

PROJECT BENCHMARK: ALL ELEVATIONS ARE BASED ON NAVD88 VERTICAL DATUM

**LEGAL DESCRIPTION:**

NORTHWESTERLY 46' OF NORTHEASTERLY 75' OF LOT 3, BLOCK 11, ADDITION NUMBER ONE GREEN MOUNTAIN FALLS

**IMPERVIOUS AREA:**

LOT SIZE = 3,450 SF  
DISTURBED AREA = 746 SF  
PROPOSED DECK FOOTPRINT = 323 SF  
EXISTING PERCENT IMPERVIOUS = 32.7% IMPERVIOUS  
PROPOSED PERCENT IMPERVIOUS = 39.1% IMPERVIOUS

**SURVEY NOTE:**

TOPOGRAPHIC AND BOUNDARY INFORMATION TAKEN FROM "TOPOGRAPHIC MAP/SITE PLAN NORTHWESTERLY 46' OF NORTHEASTERLY 75' OF LOT 3, BLK 11, ADDITION NUMBER ONE GREEN MOUNTAIN FALLS, EL PASO COUNTY, COLORADO", PREPARED BY RAMPART SURVEYS, LLC.  
ALL LINEAL UNITS DEPICTED ON THIS TOPOGRAPHIC MAP ARE U.S. SURVEY FEET.  
THE PROPERTY LINES AS DEPICTED ON THIS TOPOGRAPHIC MAP ARE TO BE CONSIDERED AS APPROXIMATE ONLY. NO BOUNDARY SURVEY OR LAND SURVEY PLAT WAS COMPLETED AS PART OF THIS SERVICE.

**ENGINEER'S STATEMENT**

THE EROSION AND STORMWATER QUALITY CONTROL/GRADING PLAN WAS PREPARED UNDER MY DIRECTION AND SUPERVISION AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. IF SUCH WORK IS PERFORMED IN ACCORDANCE WITH THE GRADING AND EROSION CONTROL PLAN, THE WORK WILL NOT BECOME A HAZARD TO LIFE AND LIMB, ENDANGER PROPERTY, OR ADVERSELY AFFECT THE SAFETY, USE, OR STABILITY OF A PUBLIC WAY, DRAINAGE CHANNEL, OR OTHER PROPERTY.



DAVID MUJARES, P.E. NO. 40510  
FOR AND ON BEHALF OF CATAMOUNT ENGINEERING

04/16/24

DATE

**DEVELOPER'S/OWNER'S STATEMENT**

THE OWNER WILL COMPLY WITH THE REQUIREMENTS OF THE EROSION AND STORMWATER QUALITY CONTROL PLAN INCLUDING TEMPORARY BMP INSPECTION REQUIREMENTS AND FINAL STABILIZATION REQUIREMENTS. I ACKNOWLEDGE THE RESPONSIBILITY TO DETERMINE WHETHER THE CONSTRUCTION ACTIVITIES ON THESE PLANS REQUIRE COLORADO DISCHARGE PERMIT SYSTEM (CDPS) PERMITTING FOR STORMWATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY.

DEVELOPER/OWNER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

NAME OF DEVELOPER/OWNER: \_\_\_\_\_

DBA: \_\_\_\_\_ PHONE: \_\_\_\_\_

TITLE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

NAME: \_\_\_\_\_ FAX: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**GREEN MOUNTAIN FALLS APPROVAL:**

**SHEET INDEX:**

|                                  |   |    |   |
|----------------------------------|---|----|---|
| COVER SHEET                      | 1 | OF | 3 |
| GRADING AND EROSION CONTROL PLAN | 2 | OF | 3 |
| EROSION CONTROL DETAILS          | 3 | OF | 3 |

| REV. | DESCRIPTION | DATE |
|------|-------------|------|
|      |             |      |
|      |             |      |
|      |             |      |



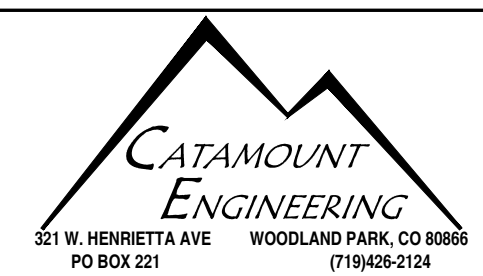
**BENCHMARK**

SURVEY CONTROL POINT AS SHOWN HEREON.  
ALL ELEVATIONS ARE BASED UPON NAVD88 VERTICAL DATUM.

**PREPARED FOR:**

DON HAYS

3207 CROCKETT ST.  
GRANBURY, TX 76049



**HAYS RESIDENCE DECK**

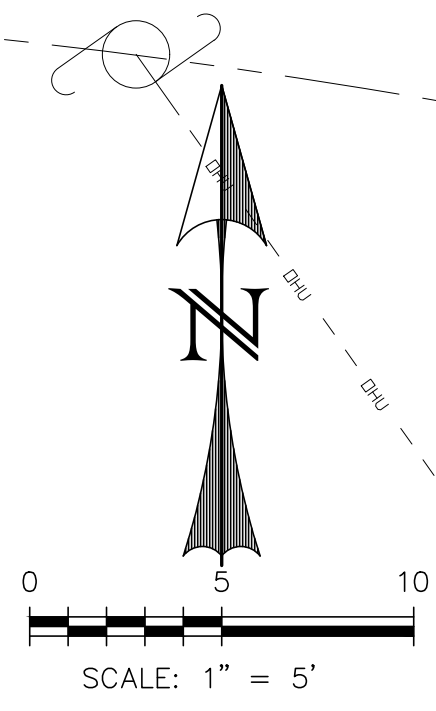
**GRADING & EROSION CONTROL PLAN**

|              |        |           |          |
|--------------|--------|-----------|----------|
| DESIGNED BY: | DLM    | DRAWN BY: | DBM      |
| SCALE:       | N/A    | DATE:     | 04/16/24 |
| JOB NUMBER   | 21-324 | SHEET     | 1 OF 3   |

C:\Users\DonMujares\Documents\Projects\2024\21-324\_Hays\_Residence\_Deck\21-324\_Hays\_Residence\_Deck\_Grading\_and\_Erosion\_Control\_Plan.dwg - 10:19:00 AM - Tuesday, April 16, 2024 10:19 AM - 800

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**LEGEND**

- EXISTING (E)
- PROPOSED (P)
- FUTURE (F)
- CURB AND GUTTER C&G
- EASEMENT ESMT
- BOUNDARY
- RIGHT-OF-WAY
- LOT LINE
- EASEMENT
- SETBACK
- (E) CONTOUR, INDEX 6860
- (E) CONTOUR
- (E) STORM SEWER, INLET, MH
- (E) LANDSCAPE PLANT
- (P) CONTOUR, INDEX 6860
- (P) CONTOUR
- (P) STORM SEWER, INLET, MH
- CURB TYPE CALL-OUT TYPE
- SILT FENCE SF
- CONCRETE WASHOUT CW
- SEDIMENT CONTROL LOG SCL
- (P) SWALE
- ROLLED EROSION CONTROL PRODUCT RECP
- LIMITS OF DISTURBANCE/GRADING
- ROCK SOCKS RS
- (E) OVERLAND FLOW DIRECTION

**NOTE:**

- THE LOCATION OF SOIL STOCKPILE(S), STAGING AREA, AND TEMPORARY DISPOSAL AREA SHALL BE DETERMINED BY THE CONTRACTOR. APPROPRIATE EROSION CONTROL BMP MEASURES SHALL BE FOLLOWED FOR EACH.



| REV. | DESCRIPTION | DATE |
|------|-------------|------|
|      |             |      |
|      |             |      |
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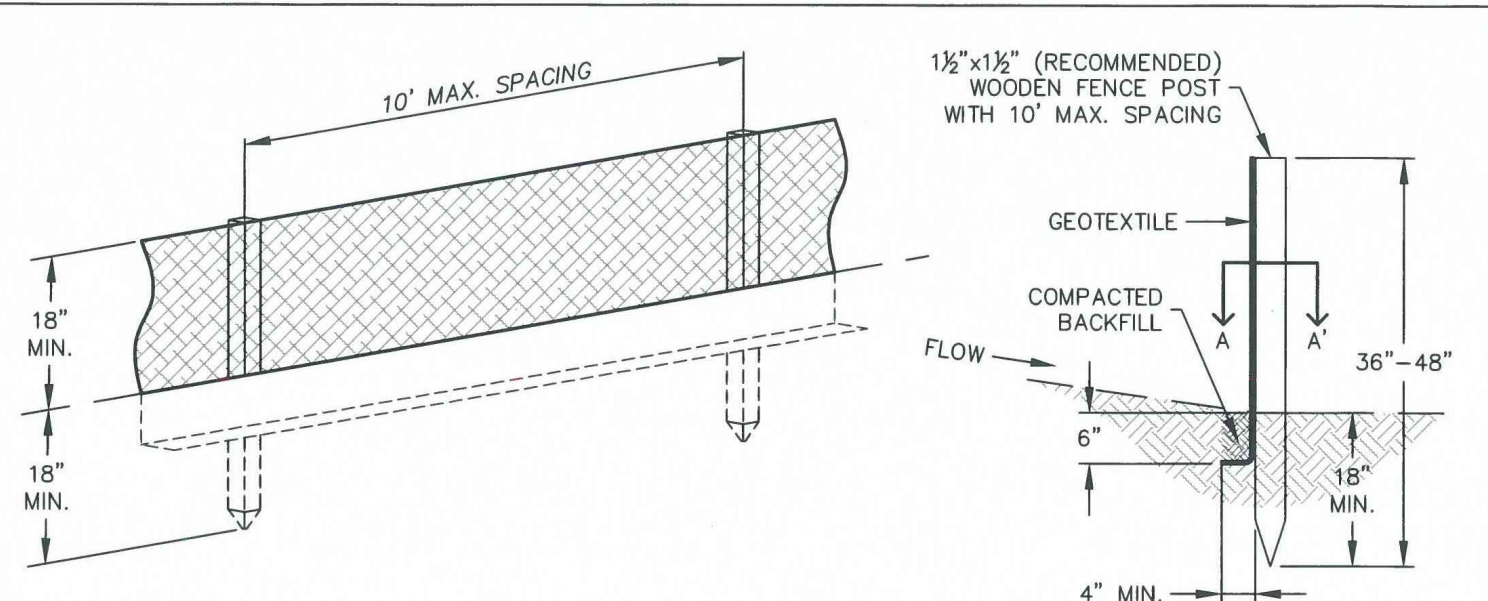
PREPARED FOR:  
**DON HAYS**  
3207 CROCKETT ST.  
GRANBURY, TX 76049

PREPARED BY: DAVID L. MISSE  
  
 PREPARED FOR AND BEHALF OF CATAMOUNT ENGINEERING.  
 DAVID L. MISSE, LICENSED PROFESSIONAL ENGINEER #40510  
 DATE: 04/16/24

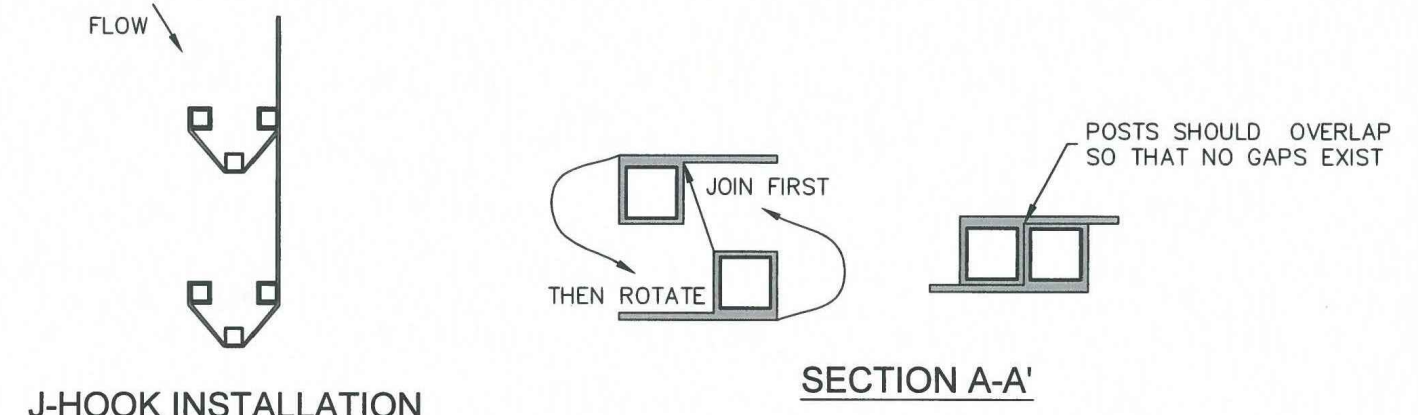
**CATAMOUNT ENGINEERING**  
 321 W. HENRIETTA AVE WOODLAND PARK, CO 80061  
 PO BOX 221 (719)428-2124

|                            |  |                    |                |
|----------------------------|--|--------------------|----------------|
| <b>HAYS RESIDENCE DECK</b> |  | DESIGNED BY: DLM   | DRAWN BY: DBM  |
| <b>SITE GRADING PLAN</b>   |  | SCALE: 1"=5'       | DATE: 04/16/24 |
|                            |  | JOB NUMBER: 19-195 | SHEET: 2 OF 3  |





SILT FENCE



J-HOOK INSTALLATION

SECTION A-A'

- INSTALLATION NOTES**
- SILT FENCE MUST BE PLACED ON A FLAT SURFACE 2'-5' AWAY FROM TOE OF THE SLOPE TO ALLOW FOR PONDING AND DEPOSITION.
  - COMPACT THE TRENCH USING A JUMPING JACK OR WHEEL ROLLING TO THE POINT THAT THE FENCE RESISTS BEING PULLED OUT OF THE GROUND BY HAND.
  - SILT FENCE SHALL BE TAUT WITH NO SAGS AFTER IT HAS BEEN ANCHORED.
  - FABRIC SHALL BE ATTACHED TO POSTS WITH 1" HEAVY DUTY STAPLES OR 1" NAILS. THESE SHOULD BE PLACED VERTICALLY DOWN THE POST, 3" APART. THE PREFERRED INSTALLATION METHOD USES A TRENCHER OR SILT FENCE INSTALLATION DEVICE.
  - INSTALL SILT FENCE ALONG THE CONTOUR OF THE SLOPES OR IN A MANNER TO AVOID CREATING CONCENTRATED FLOW (SUCH AS A "J-HOOK" INSTALLATION).

- MAINTENANCE NOTES**
- FREQUENT OBSERVATIONS AND MAINTENANCE ARE NECESSARY TO MAINTAIN CONTROL MEASURES IN EFFECTIVE OPERATING CONDITION. INSPECTIONS AND CORRECTIVE MEASURES SHOULD BE DOCUMENTED THOROUGHLY.
  - ACCUMULATED SEDIMENT MUST BE REMOVED WHEN THE HEIGHT REACHES 1/2 OF THE DESIGN HEIGHT OF THE SILT FENCE.
  - SILT FENCE MUST REMAIN UNTIL THE UPSTREAM DISTURBANCE AREA IS STABILIZED.
  - PERMANENTLY STABILIZE AREA AFTER SILT FENCE IS REMOVED.

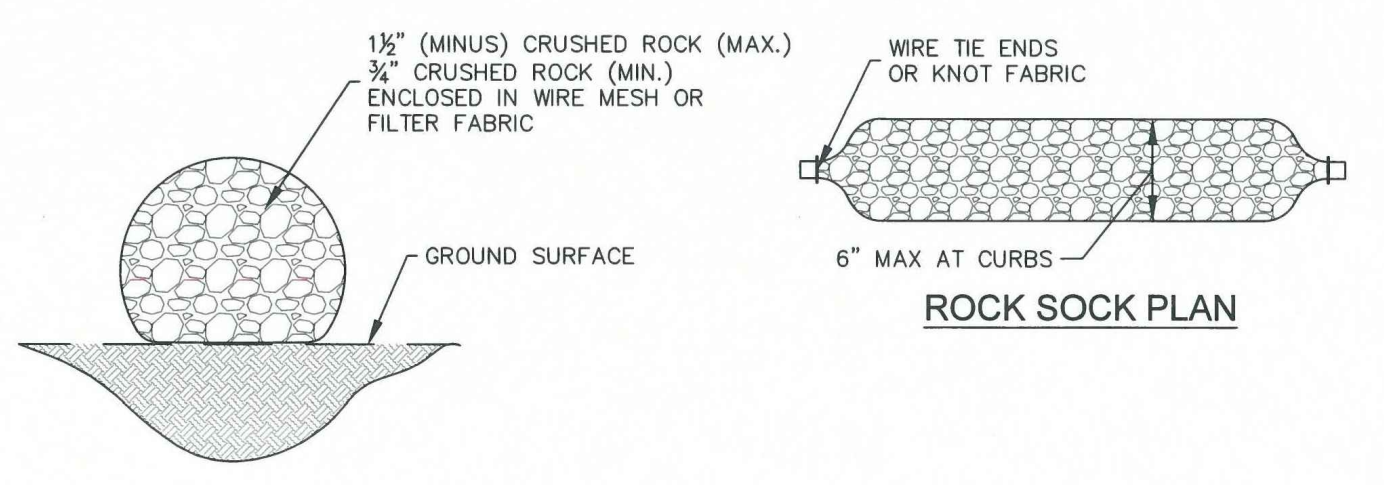
SF

**STORMWATER ENTERPRISE**

**SILT FENCE**

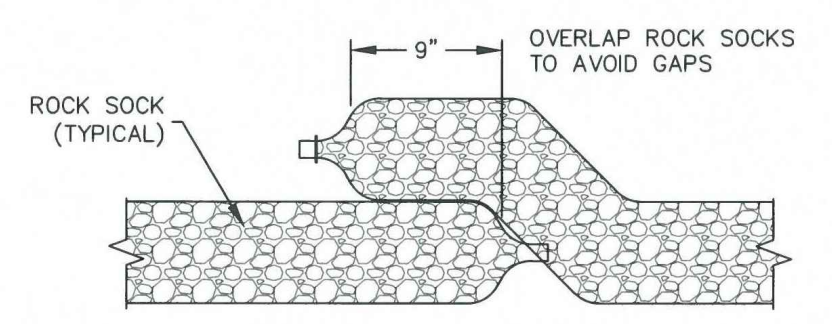
APPROVED: *[Signature]*

ISSUED: 10/7/19    REVISED: 8/19/2020    DRAWING NO. 900-SF



ROCK SOCK SECTION

ROCK SOCK PLAN



ROCK SOCK OVERLAP

**GRADATION TABLE**

| MASS PERCENT PASSING SQUARE MESH SIEVES |        |
|---|--------|
| No. 4                                   |        |
| 2"                                      | 100    |
| 1 1/2"                                  | 90-100 |
| 1"                                      | 20-55  |
| 3/4"                                    | 0-15   |
| 3/8"                                    | 0-5    |

MATCHES SPECIFICATIONS FOR No. 4 COARSE AGGREGATE FOR CONCRETE PER AASHTO M-43. ALL ROCK SHALL BE FRACTURED FACE, ALL SIDES

- INSTALLATION NOTES**
- CRUSHED ROCK SHALL BE BETWEEN MAX. 1 1/2" (MINUS) IN SIZE WITH A FRACTURED FACE (ALL SIDES) AND SHALL COMPLY WITH GRADATION SHOWN ON THIS SHEET AND MIN. 3/4" CRUSHED ROCK.
  - WIRE MESH SHALL HAVE OPENINGS SMALLER THAN THE SMALLEST SIZE ROCK.
  - WIRE MESH SHALL BE SECURED USING "HOG RINGS" OR WIRE TIES AT 6" CENTERS ALONG ALL JOINTS AND AT 2" CENTERS ON ENDS OF SOCKS.

- MAINTENANCE NOTES**
- FREQUENT OBSERVATIONS AND MAINTENANCE ARE NECESSARY TO MAINTAIN CONTROL MEASURES IN EFFECTIVE OPERATING CONDITION. INSPECTIONS AND CORRECTIVE MEASURES SHOULD BE DOCUMENTED THOROUGHLY.
  - ROCK SOCKS SHALL BE REPLACED IF THEY BECOME HEAVILY SOILED OR DAMAGED BEYOND REPAIR.
  - ACCUMULATED SEDIMENT SHALL BE REMOVED WHEN THE DEPTH REACHES 1/2 OF THE HEIGHT OF THE ROCK SOCK.
  - ROCK SOCKS ARE TO REMAIN IN PLACE UNTIL DISTURBED AREA IS STABILIZED.
  - PERMANENTLY STABILIZE AREA AFTER ROCK SOCKS HAVE BEEN REMOVED.

RS

**STORMWATER ENTERPRISE**

**ROCK SOCK**

APPROVED: *[Signature]*

ISSUED: 10/7/19    REVISED: 8/19/2020    DRAWING NO. 900-RS

| REV. | DESCRIPTION             | DATE     |
|------|-------------------------|----------|
| 1    | ADDRESS AGENCY COMMENTS | 12/19/23 |
| 2    | ADDRESS AGENCY COMMENTS | 01/23/24 |

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PREPARED FOR:  
**DON HAYS**  
3207 CROCKETT ST.  
GRANBURY, TX 76049

PREPARED UNDER MY DIRECT SUPERVISION AND BEHALF OF CATAMOUNT ENGINEERING.

*[Signature]*  
DAVID L. MIJARES, CONSULTING PROFESSIONAL ENGINEER  
40510

04/16/24  
DATE

**CATAMOUNT ENGINEERING**  
321 W. HENRIETTA AVE WOODLAND PARK, CO 80865  
PO BOX 221 (719)428-2124

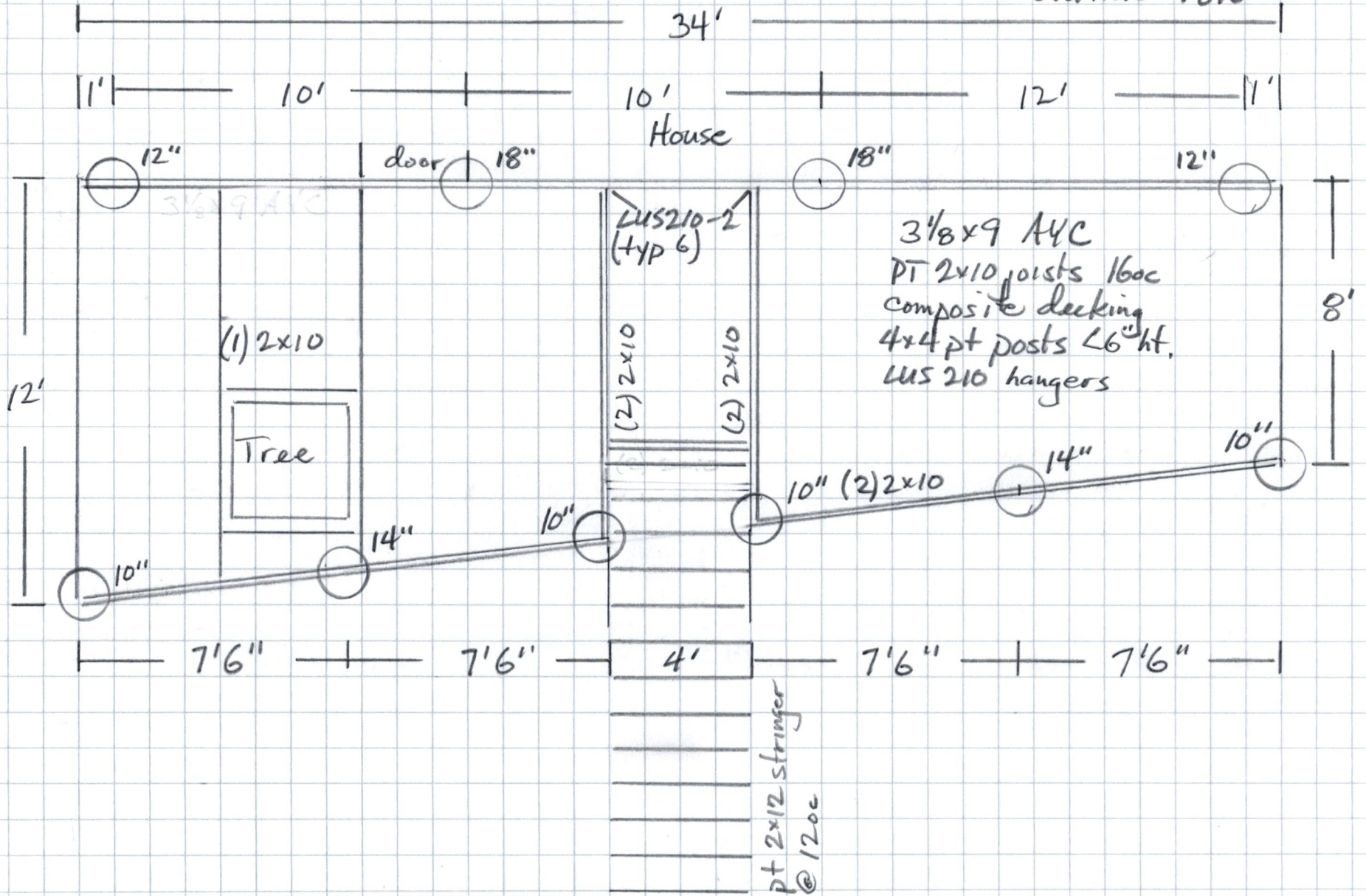
**HAYS RESIDENCE DECK**  
**GRADING & EROSION CONTROL**  
**DETAIL SHEET**

|            |         |
|------------|---------|
| DRAWN BY:  | MGP     |
| SCALE:     | N/A     |
| DATE:      | 4/16/24 |
| JOB NUMBER | 21-324  |
| SHEET      | 3 OF 3  |

C:\Users\mike\OneDrive\Documents\2023\21-324\_Hay Residence Deck\DWG\21-324-03-Grading & Erosion Control - Details - Sheet 3.dwg, April 16, 2024, 1:54:28 PM - AutoCAD



10565 Foster Avenue  
12x34' Free standing deck  
Elevation 7810'



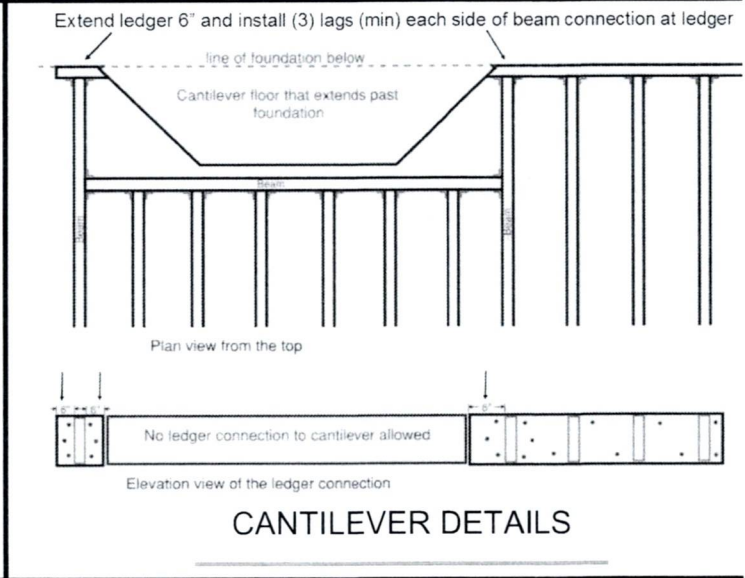
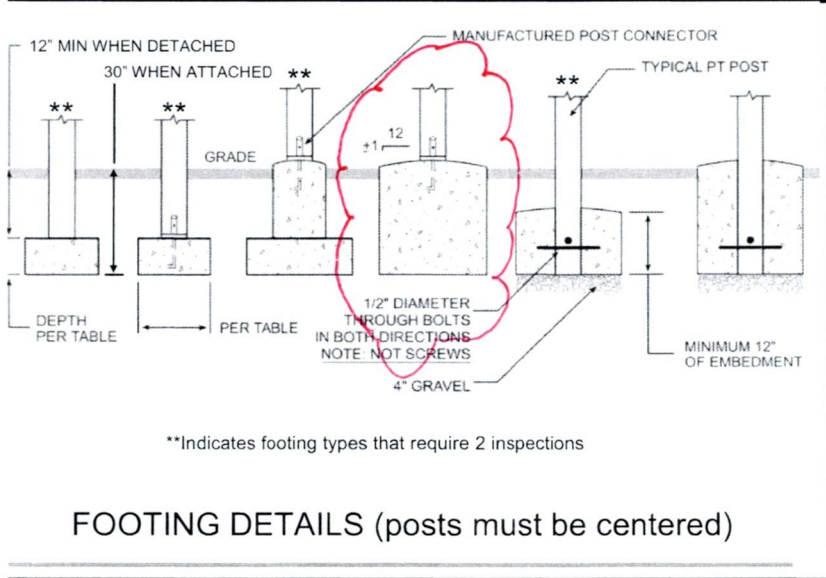
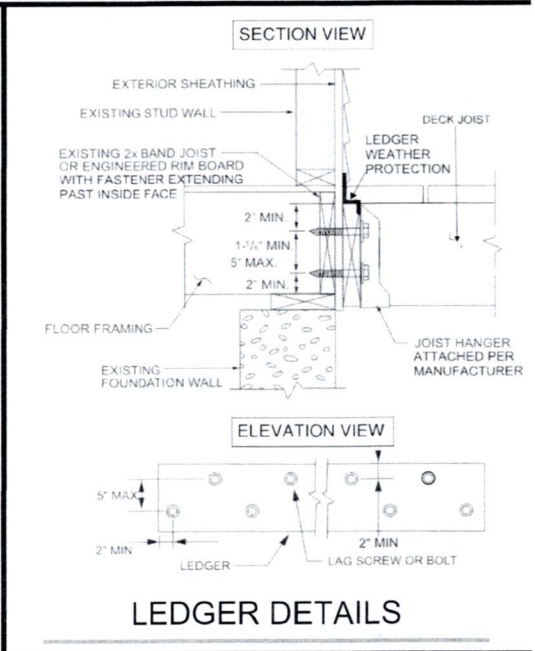
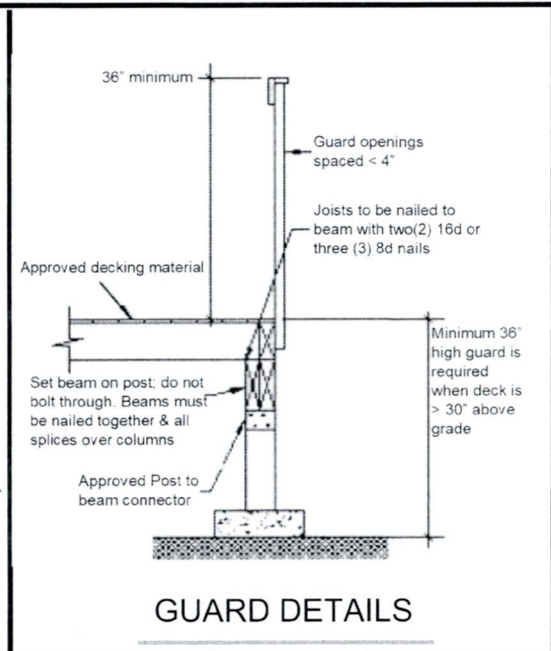
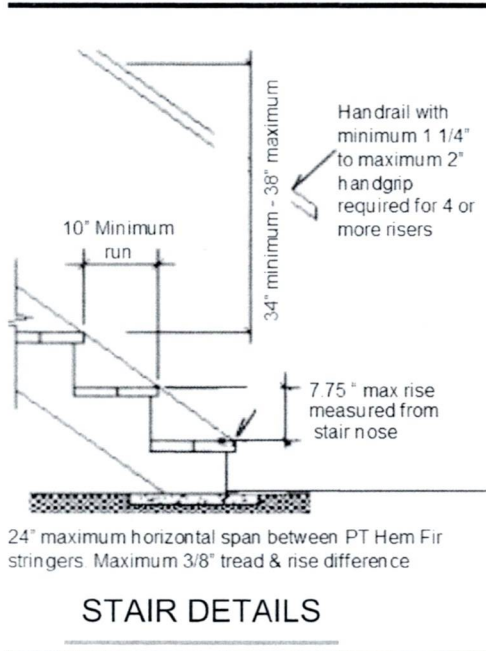
# DECK ATTACHMENT SHEET

This document is to remain with your plans at all times

PROJECT ADDRESS: 10565 foster avenue

- | YES                                 | NO                                  |   |
|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | DECK DESIGN INCLUDES A SOLID COVER OR PERGOLA STYLE COVER   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | ELECTRICAL SERVICE AND METER LOCATION MAY BE AFFECTED BY DECK, RECOMMEND DISCUSSION WITH ELECTRICAL DEPARTMENT IF YES.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | DECK SUPPORTS HOT TUB OR SPA LOADING  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | DECK IS SUPPORTED BY CANTILEVER AT HOUSE EXISTING INVERTED HANGER INSTALLATION WAS VERIFIED OR ENGINEERING WAS PROVIDED |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | WALKING SURFACE LESS THAN 18" ABOVE GRADE   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | WALKING SURFACE 8'0" OR MORE ABOVE GRADE  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | DECK IS FREESTANDING AND NOT ATTACHED TO A STRUCTURE (DETACHED)   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | PROPOSED EXCAVATION OR VERTICAL PENETRATION GREATER THAN 3'-0" IN DEPTH   |

**USE LISTED JOIST HANGERS TO MATCH JOIST SIZE AND PROVIDE LISTED HARDWARE AT POST CAP AND BASE. INSTALL ALL LISTED PRODUCTS PER THE MANUFACTURER'S RECOMMENDATIONS (USP/SIMPSON/ETC..)**









## NON-EXCLUSIVE EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT ("Agreement") is dated this 12<sup>th</sup> day of DECEMBER 2023 by and between the Town of Green Mountain Falls, a Colorado municipal corporation having an address of 10615 Unit B, Green Mountain Falls Road, Green Mountain Falls, Colorado, 80819 ("Grantor") and the owners of 10565 Foster Avenue, Green Mountain Falls, Colorado 80819, whose mailing address of record, according to the El Paso County Assessor, is 3207 Crockett St., Granbury, TX 76049 ("Grantees"). The owners of record are Donald Ellis Hays and Catherine Ann Hays. Both the Town and the Grantees hereinafter are individually referred to as "Party" and collectively referred to as "Parties."

WHEREAS, Grantor is the owner of the real property more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference (the "Property"); and

WHEREAS, Grantor desires to grant a non-exclusive easement on a portion of the Property to Grantee as further depicted in **Exhibit B** (the "Easement Area") for the aforesaid purposes, subject to the terms and provisions hereof.

NOW THEREFORE, for the consideration of Ten Dollars (\$10.00) paid to Grantor by Grantee, and for the additional consideration of the performance by the Parties of the terms and conditions hereof, the receipt and adequacy of which is hereby acknowledged, Grantor and Grantee mutually agree as follows:

1. Grant of Easement. Grantor does hereby grant and convey to Grantee, its successors, assigns, lessees, licensees and agents, a non-exclusive perpetual easement upon, over, under, across and through the Easement Area for the purpose of construction, installation, and maintenance of a private stairway and deck in conformance with the plans and specifications in Exhibit C.

2. Covenants of Grantee. Grantee hereby represents, covenants, and warrants in favor of Grantor and its successors and assigns as follows:

A. Grantee shall protect the Property from damage caused in whole or in part by acts or omissions of Grantee, its employees, agents, contractors, subcontractors, assigns, lessees, licensees, and agents. Grantee shall clean, cure, and correct any such damage to any elements of the Property.

B. Grantee or its employees, agents, contractors, subcontractors, successors, assigns, lessees, or licensees shall conduct and construct all work in a good and industry-standard manner.

C. In the event that the construction of any utilities, roadways, or other improvements upon, over, under or across the Easement Area or the violation of any of the warranties made by Grantee herein necessitates the relocation and/or encasement of the Easement Area, then Grantee shall, at its sole cost and expense, timely perform or cause the performance of such relocation and/or encasement of Grantee's improvements in the Easement Area subject to Grantor's specifications. In the event Grantee does not



relocate and/or encase Grantee's improvements in the Easement Area within ninety (90) days after notice thereof from Grantor, then Grantor may do so, at Grantee's expense.

3. Retained Rights of Grantor. Grantor reserves the right of ownership, use and occupancy of the Property.

4. Indemnification of Grantor by Grantee. Grantee agrees to indemnify and hold harmless Grantor and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Grantee, any subcontractor of Grantee, or any officer, employee, representative, or agent of Grantee, or which arise out of a worker's compensation claim of any employee of Grantee or of any employee of any subcontractor of Grantee.

5. Miscellaneous.

A. Binding Effect - Runs with Land. This Agreement shall extend to and be binding upon the successors and assigns of the respective Parties hereto. The rights and responsibilities set forth in this Agreement are intended to be covenants upon the Property and are to run with the land.

B. Governing Law. The terms, covenants and provisions hereof shall be governed by and construed under the applicable laws of the State of Colorado, and exclusive venue for any action relating to this Agreement shall be with the District Court of El Paso County, Colorado.

C. Entire Agreement. This Agreement constitutes the entire agreement between the Parties hereto relating to the Easement and sets forth the rights, duties, and obligations of each to the other as of this date. Any prior agreements, promises, negotiations or representations not expressly set forth in this Agreement are of no force and effect. This Agreement may not be modified, except by a writing executed by both Parties.

D. No Waiver. No waiver of any of the provisions of this Agreement shall be deemed to constitute a waiver of any other of the provisions of this Agreement, nor shall such waiver constitute a continuing waiver, unless otherwise expressly provided herein, nor shall the waiver of any default hereunder be deemed a waiver of any subsequent default hereunder.

E. Assignment. Grantor may assign or license all or a portion of its rights hereunder to another political subdivision of the State of Colorado, provided any assignee shall be bound by all terms and conditions set forth herein.



F. Severability. The invalidity or unenforceability of any portion or provision of this Agreement shall not affect the validity or enforceability of any other portion or provision. If any provision of this Agreement or the application thereof to any person, entity or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Agreement that can be given effect without the invalid provision or application, and to this end, the provisions of this Agreement and each and every provision thereof, are declared to be severable.

G. Counterpart Execution. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

H. No Third Party Beneficiary. The Parties enter into this Agreement for the sole benefit of the Parties, to the exclusion of any third-party, and no third-party beneficiary is intended or created by the execution of this Agreement.

I. Recording. This Agreement shall be recorded in the official records of the El Paso County Clerk and Recorder upon full execution.

IN WITNESS WHEREOF, the Parties hereto have executed this Easement by their respective duly authorized officers as of the date and year first above set forth.





**EXHIBIT A**

The Property

*Green Mountain Falls  
Home*

**From:** Douglas Bowles <[dougb328@cox.net](mailto:dougb328@cox.net)>  
**Sent:** Saturday, May 25, 2024 1:08 PM  
**To:** Town Clerk <[clerk@gmfco.us](mailto:clerk@gmfco.us)>  
**Subject:** Variance Application for 10565 Foster Avenue

May 25, 2024

Green Mountain Falls Town Hall  
10615 Green Mountain Falls Road  
Green Mountain Falls, CO 80819

Attn : Town Clerk [clerk@gmfco.us](mailto:clerk@gmfco.us)

Ref : Variance Application for 10565 Foster Avenue

This to advise that we, the owners of 6885 Howard Street, **do not approve** of the referenced Application.

A survey of our property, a copy of which is on file with the Town, will show that approximately 10 to 12 feet of the westside of building improvements and the septic system are actually on our property. The chainlink fence which extends down the east side of 6885 Howard is not the property line.

See : <https://property.spatalest.com/co/elpaso/#/property/8308409017>  
<https://property.spatalest.com/co/elpaso/#/property/8308409011>

We are summer residents and will be returning to 6885 Howard on June 17, 2024.

We may be contacted at 719-684-2210 or 316-682-2446

Douglas Bowles

Linda Bowles

**EL PASO COUNTY - COLORADO**8308409017  
6885 HOWARD STTotal Market Value  
\$377,645**OVERVIEW**

|                    |   |
|--------------------|---|
| Owner:             | <b>BOWLES DOUG, BOWLES LINDA</b>  |
| Mailing Address:   | <b>6818 E 25TH CT N WICHITA KS, 67226-1634</b>  |
| Location:          | <b>6885 HOWARD ST</b>   |
| Tax Status:        | <b>Taxable</b>  |
| Zoning:            | -   |
| Plat No:           | <b>R00302</b>   |
| Legal Description: | <b>PART OF LOT 1 AS FOLS, BEG AT MOST NLY COR OF LOT 1, TH SLY ON ELY LN THEREOF TO MOST SLY COR OF SD LOT, NWLY ON SLY LN OF SD LOT 67 FT, ANG R 127&lt; NELY 45 FT, TH NLY IN STRAIGHT LN TO POB, LOT 2 EX PART AS FOLS, BEG AT SE COR OF SD LOT, RUN NELY ALG LOT LN 132 FT, TH WLY 9.5 FT PARA TO SLY LN OF SD LOT, RUN SWLY TO A PT ON S LOT LN THAT IS 20 FT WLY FROM SE COR OF LOT, TH SELY 20 FT TO POB BLK 11 GREEN MOUNTAIN FALLS ADD 1</b> |

**MARKET & ASSESSMENT DETAILS**

|             | Market Value     | Assessed Value  |
|-------------|------------------|-----------------|
| Land        | <b>\$51,600</b>  | <b>\$3,460</b>  |
| Improvement | <b>\$326,045</b> | <b>\$21,850</b> |
| Total       | <b>\$377,645</b> | <b>\$25,310</b> |

**RANCH 1 STORY (1)**Market Value **\$326,045**

|                      |                                  |                         |            |
|----------------------|----------------------------------|-------------------------|------------|
| Assessment Rate      | <b>6.700</b>                     | Above Grade Area        | <b>884</b> |
| Bldg #               | <b>1</b>                         | First Floor Area        | <b>884</b> |
| Style Description    | <b>Ranch 1 Story</b>             | Above First Floor Area  | <b>0</b>   |
| Property Description | <b>Single Family Residential</b> | Lower Level Living Area | <b>0</b>   |
| Year Built           | <b>1938</b>                      | Total Basement Area     | -          |
| Dwelling Units       | <b>1</b>                         | Finished Basement Area  |            |
| Number of Rooms      | <b>4</b>                         | Garage Description      | -          |
| Number of Bedrooms   | <b>2</b>                         | Garage Area             | -          |
| Number of Baths      | <b>1.00</b>                      | Carport Area            | <b>240</b> |

**LAND DETAILS**

| Sequence Number | Land Use                  | Assessment Rate | Area       | Market Value |
|-----------------|---------------------------|-----------------|------------|--------------|
| 1               | SINGLE FAMILY RESIDENTIAL | 6.700           | 14967 SQFT | \$51,600     |

**SALES HISTORY**

| Sale Date  | Sale Price | Sale Type                | Reception |
|------------|------------|--------------------------|-----------|
| 02/06/1996 | \$0        | -                        | -         |
| 02/06/1996 | \$0        | -                        | -         |
| 02/06/1996 | \$0        | -                        | -         |
| 03/23/1988 | \$0        | -                        | -         |
| 11/02/1987 | \$0        | -                        | -         |
| 06/24/1987 | \$0        | -                        | -         |
| 01/20/1987 | \$0        | -                        | -         |
| 09/04/1985 | \$0        | Cannot Verify; no TD1000 | -         |



# TAX ENTITY AND LEVY INFORMATION

## County Treasurer Tax Information

Tax Area Code: **HBG** Levy Year: **2023** Mill Levy: **91.421**

| Taxing Entity                              | Levy   | Contact Name/Organization         | Contact Phone |
|--|--------|-----------------------------------|---------------|
| EL PASO COUNTY                             | 6.862  | FINANCIAL SERVICES                | (719)520-6400 |
| EPC ROAD & BRIDGE SHARE                    | 0.165  | -                                 | (719)520-6498 |
| TOWN OF GREEN MOUNTAIN FALLS               | 17.588 | BO AYAD                           | (719)684-9414 |
| EPC-GREEN MTN FALLS ROAD & BRIDGE SHARE    | 0.165  | -                                 | (719)520-6498 |
| MANITOU SPRINGS SCHOOL DISTRICT #14        | 49.208 | SUZI THOMPSON                     | (719)685-2011 |
| PIKES PEAK LIBRARY DISTRICT                | 3.061  | RANDALL A GREEN                   | (719)531-6333 |
| GREEN MTN FALLS/CHIPITA PARK FIRE DISTRICT | 14.372 | WALKER SCHOOLER DISTRICT MANAGERS | (719)447-1777 |



### Disclaimer

We have made a good-faith effort to provide you with the most recent and most accurate information available. However, if you need to use this information in any legal or official venue, you will need to obtain official copies from the Assessor's Office. Do be aware that this data is subject to change on a daily basis. If you believe that any of this information is incorrect, please call us at (719) 520-6600.



**EL PASO COUNTY - COLORADO**8308409011  
10565 FOSTER AVETotal Market Value  
\$325,863**OVERVIEW**

|                    |   |
|--------------------|---|
| Owner:             | HAYS DONALD E   |
| Mailing Address:   | 3207 CROCKETT ST GRANBURY TX, 76049                                 |
| Location:          | 10565 FOSTER AVE  |
| Tax Status:        | Taxable   |
| Zoning:            | -   |
| Plat No:           | R00302  |
| Legal Description: | NWLY 46 FT OF NELY 75 FT OF LOT 3 BLK 11 GREEN MOUNTAIN FALLS ADD 1 |

**MARKET & ASSESSMENT DETAILS**

|             | Market Value | Assessed Value |
|-------------|--------------|----------------|
| Land        | \$36,900     | \$2,470        |
| Improvement | \$288,963    | \$19,360       |
| Total       | \$325,863    | \$21,830       |

**RANCH 1 STORY (1)**

Market Value \$288,963

|                      |                           |                         |       |
|----------------------|---------------------------|-------------------------|-------|
| Assessment Rate      | 6.700                     | Above Grade Area        | 1,040 |
| Bldg #               | 1                         | First Floor Area        | 1,040 |
| Style Description    | Ranch 1 Story             | Above First Floor Area  | 0     |
| Property Description | Single Family Residential | Lower Level Living Area | 0     |
| Year Built           | 1920                      | Total Basement Area     | -     |
| Dwelling Units       | 1                         | Finished Basement Area  |       |
| Number of Rooms      | 4                         | Garage Description      | -     |
| Number of Bedrooms   | 2                         | Garage Area             | -     |
| Number of Baths      | 1.00                      | Carport Area            | -     |

**LAND DETAILS**

| Sequence Number | Land Use                         | Assessment Rate | Area      | Market Value |
|-----------------|----------------------------------|-----------------|-----------|--------------|
| 1               | SINGLE FAMILY RESIDENTIAL        | 6.700           | 3450 SQFT | \$34,400     |
| 2               | WELL AND SEPTIC CONVERSION VALUE | 6.700           | 0 SQFT    | \$2,500      |

**SALES HISTORY**

|   | Sale Date  | Sale Price | Sale Type                 | Reception |
|---|------------|------------|---------------------------|-----------|
| + | 05/14/2020 | \$261,000  | Arms-Length Sale          | 220066040 |
| + | 04/11/2019 | \$223,000  | Arms-Length Sale          | 219037346 |
| + | 05/16/2018 | \$105,000  | -                         | 218055572 |
| + | 05/16/2018 | \$84,000   | Partial interest conveyed | 218055571 |
| + | 05/16/2018 | \$0        | -                         | 218055567 |
| + | 04/16/2018 | \$0        | -                         | 218042339 |
| + | 04/16/2018 | \$0        | -                         | 218042338 |
| + | 04/16/2018 | \$0        | -                         | 218042337 |
| + | 04/16/2018 | \$0        | -                         | 218042336 |
| + | 10/23/2000 | \$0        | Partial interest conveyed | 200128576 |
|   | 06/11/1984 | \$0        | -                         | -         |

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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 equipment and materials for projects, with the goal of keeping Town property clean and orderly. If there is conflict between this Policy and any Municipal Code, the Municipal Code supersedes this Policy.

### 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 or private 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.

Residents must understand that construction projects inherently have a level of inconvenience for the construction and staging area. The Town does not support restricting construction if the Applicant has met the Town's Land Use requirements.

### III. PROCESS

Planning Commission recommends to Private Projects: If a private project desires to utilize Town RoW for staging, once the project has obtained appropriate approval, Town Staff will identify a location that best fits the needs of the Town and the entity performing the

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~~construction. Town Staff will require the Applicant to obtain a Temporary Use permit in accordance with Town Code and published Fee Schedule. BoT or Town Staff appropriate staging location based on intended use. See the Table below for location options.~~

~~Once Town Staff or BoT has selected a staging location and communicated this to the Petitioner, the Town will post a physical notice at the staging site and post the information on the Town's official posting locations. If someone wants to appeal the staging site location, that appeal must follow the appeal process for a Temporary Use Permit. 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. If an appeal has been filed, the Petitioner must wait to use the Town RoW commence if an appeal has not yet been heard and until the appeal has been decided by the appropriate authority.~~

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

Public Projects: Town Staff will determine the most appropriate location for the construction staging. Since Public Projects are approved by the BoT, issues with staging locations shall be determined by the BoT. The Town will post a physical notice at the staging site and post the information on the Town's official posting locations.

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Table

| Location                | Area Available                       | Pro / Con   | Arrangements?   | Considerations                                    |
|-------------------------|--------------------------------------|---|---|---|
| Behind Town Hall        | 125' x 35'                           | Need to level area<br>Req. emergency vehicle access | Coord w/ F.D.   | Steeper access<br>Tight Turnaround                |
| Public Works            | 20' x 80' on right side              | Req. separate access<br>Interrupt PW work flow      | Coord w/ P.W.   | Req. active space mgmt.                           |
| Oak St. (old Town Hall) | 120' x 20'                           | Level<br>Close to neighbors                         | Reqs sign removal   | Oak St. Bridge<br>Small project, limited duration |
| Oak St. RoW             | 90' x 12'                            | Level   |   | Oak St. Bridge                                    |
| Olathe St. RoW          | 145' x 35' (cur)<br>90' x 30' (prop) | Close to neighbors<br>Overuse<br>Impression         | Prop.: PRT add to Master Plan, beautify, 8 parking spaces | Adjacent to floodplain                            |
| Rocky Top               | 150' x 180'                          | Fenced, gated, easy access.<br>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 appropriate authority. ~~by the Planning Commission.~~

# GMF Comprehensive Plan Update Proposal

## GMF PC Discussion / Recommendation

Objective: GMF Town Committees to conduct a midpoint update of the 10-year 2019 GMF Comp Plan and to draft recommendations for BoT consideration.

GOAL 1: Reconstruct GMF Town vision, aligning effort with goals.

-- Deliverable: updated Town of GMF vision.

GOAL 2: Review Comp Plan progress, challenge assumptions, set 5-year priorities and 10-year aspirations.

-- Deliverable: updated Comp Plan Implementation status to include items recommended for addition or deletion.

GOAL 3: Develop and prioritize feasible, essential capital improvements for 2025-2029 prior to the Town adopting the 2025 budget.

-- Evaluate Town needs and recommend efficient use of limited resources

-- Deliverable: updated CIP inputs for area of responsibility to include items recommended for addition and deletion.

GOAL 4: Develop strategic planning skills of volunteers serving on Town committees.

-- Strengthen communication, teamwork, and public service

-- Develop experience, conserve funding for future planning efforts.

Proposed refined timeline- Not Later Than dates (NLT):

NLT May 15: Recommendation and timeline to BOT

May 28: PC Visioning, create/refine/review templates prior to distro to committee chairs, members

June-July: Workshops with committees: FMAC, PRT, PC

July: Public information session

August: Committee inputs to PC

September: PC review, comment, coord back to committees

Mid-Oct: Committees refine inputs

Oct 22: PC consolidate inputs to Town Staff

Mid-Nov: Town Staff consolidated inputs to BoT

# PC Options

## *Strategic Planning for Public and Non-Profit Organizations*

John M. Bryson (New York: Wiley and Sons, 2018)

1. **Initiate and agree on a strategic planning process.**
2. **Identify organizational mandates.**
3. Clarify organizational mission and values.
4. Assess the external and internal environments to identify strengths, weaknesses, opportunities, and threats.
5. Identify the strategic issues facing the organization.
6. Formulate strategies to manage issues.
7. Review and adopt the strategies or strategic plan.
8. Establish an effective organizational vision.
9. Develop an effective implementation process.
10. Reassess the strategies and the strategic planning process.

1. Initiate and agree on a strategic planning process. What are we updating?

Visions, Goals, Implementation Matrix, CIP?

Currently 5 Visions, is this appropriate? (see below)

2. Identify organizational mandates. PC Discussion and recommendation to BoT.  
Receive BoT direction.

Sec. 2-162. - Powers and duties. The planning commission shall have the powers and duties... to formulate and approve a master plan for the town and to make careful and comprehensive surveys and studies of present and future growth of the town with due regard to its relation to neighboring territories. The plan shall be made with the general **purpose** of guiding and accomplishing a coordinated, well-adjusted and **harmonious development** of the town and its environs which will, in accordance with present and future needs, best **promote the health, safety**, morals, order, convenience, prosperity and general welfare as well as efficiency and economy in the process of development; including among other things adequate provision for **traffic, beautification**, promotion of

**safety from fire and other dangers**, adequate provision for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangement, **wise and efficient expenditures of public funds** and the adequate provision of public utilities and other public requirements.



**Vision statements** declare where your organization wants to be in the future, framed in an aspirational, forward-thinking manner. Visions should be creative, ambitious, and have a logical connection to the mission. This isn't a road map (that's what your strategy is for), but rather the destination based on your mission. Vision statements help organizations make strategic decisions, aligning effort with goals.

How can you tell the difference? Mission statements are more externally focused, telling the world why the company exists. Vision statements can have both an external and internal focus. A few simple rules to follow when writing your vision statement:

Outline goals 5-10 years in the future

Use words that evoke emotion and action

Avoid words and phrases that do not show definite action – hope to, might, would like to...

Use present tense – avoid past tense or future tenses – this is for the here and now to guide into the future.

While a vision and mission can address more than one singular subject, and can be applied differently depending on the department, having multiple visions ultimately blurs where you want to go.

Hampton County, SC

Vision: "As one of the most progressive, small counties in the state, Hampton County seeks to uphold its...

- Vibrant Economy...
- Rural Quality of Life...
- And Sense of Community Pride..."

Mission: "The mission of Hampton County Government is to provide quality public services in a timely and competent manner, and to work with the cooperation of the community and other local government units to create a vibrant and healthy physical, social and economic environment. Services shall be provided in a fair, respectful and professional manner consistent with available human, natural and economic resources."

## City of Toronto, Canada

Vision: Toronto's vision is four-pronged:

- Toronto is a caring city.
- Toronto is a clean, green and sustainable city.
- Toronto is a dynamic city.
- Toronto invests in quality of life.

Mission: To serve a great city and its people

## Kansas City, MO

Vision: "Our local government will be nationally known for its transformative efforts that make Kansas City the diverse and sustainable community of choice for people to live, work, and play as a result of its safety; vibrant neighborhoods; business, educational, and cultural opportunities; connectedness; and vitality."

Mission: "The mission of the City of Kansas City, Missouri is to deliver quality, customer-focused municipal services with an emphasis on public safety, neighborhood livability, job creation, responsible planning for economic growth, infrastructure improvements, transportation systems, public health, and the environment. In pursuit of this mission, we use data to make decisions and measure progress based on economic, social, and environmental factors."

## **GMF Comp Plan, Part II:**

Our history: A rustic town that is celebrated for rich, multi-generational history, small community charm, and immediate access to an unmatched trail system.

Our Health: A town that proactively preserves and enhances the aspects of our narrow mountain valley environment, providing residents with a scenic, low-stress lifestyle.

Our Economy: A town that promotes economic sustainability through continued support of our home-grown businesses, with expansion of strategic, small-scale, daily services that contributes to our character and resilience.

Our Development: An appropriately-sized, safe community, home to a mix of residential, commercial, recreational, and cultural uses that together, generate a high quality of life.

Our Infrastructure: A town with an efficient, consistent level of public services, with a focus on neighbor helping neighbor.

p. 28: "important values were developed into themed visions...strong connection to the quaint charm of the Town while allowing access to Colorado Springs' urban amenities; the prioritization of environmental health and hazards such as fire, flooding, and water quality; the desire to promote economic sustainability for the local businesses; and a focus on infrastructure and utilities."

expand on the Town's strengths as a world-class hiking haven, a popular tourist destination, and an important link in the Ute Pass regional community.

subsequent goals and policies support each other to build a combined vision that creates a sustainable economy, healthy living, and a resilient built environment while maintaining the unique small town feel that sets Green Mountain Falls apart.