

MINUTES  
PLANNING COMMISSION  
REGULAR MEETING  
April 17, 2019  
6:30 P.M.

CALL TO ORDER: Chairman Pro-Tem Canon called the regular meeting of the Grand Lake Planning Commission to order at 6:32 p.m. on April 17, 2019 at the Town Hall, 1026 Park Avenue.

ROLL CALL  
PRESENT:

Chairman Pro-Tem Robert Canon Commissioners, John C. Murray, James Shockey, Judy Burke, and Steve Kudron; and Town Planner Nate Shull.

ABSENT:

Chairman Southway was noted as absent due to personal travel. Commissioner Lanzi did not call in absent nor notify staff. Commissioner Burke moved excuse Chairman Southway but not excuse Commissioner Lanzi. Seconded by Commissioner Murray. All others voted aye.

APPROVAL OF  
MINUTES:

Chairman Pro-Tem Canon presented the meeting minutes for March 20, 2019. Commissioner Shockey made a motion to approve the minutes. Commissioner Burke seconded. All others voted aye. Chairman Pro-Tem Canon presented the meeting minutes for April 3, 2019. Commissioner Murray made a motion to approve the minutes. Commissioner Burke seconded. All others voted aye, except Commissioner Shockey who abstained.

UNSCHEDULED  
CITIZEN  
PARTICIPATION:

Chairman Pro-Tem Canon asked if there were any unscheduled public comments and noted that comments are limited to 3 minutes. No public comments were made.

CONFLICTS OF  
INTEREST:

Chairman Pro-Tem Canon asked if there were any conflicts of interest among the Commissioners. No conflicts of interest existed.

ITEMS OF  
BUSINESS:

**Consideration to recommend approval to Town staff of design review for new (or structural additions) on commercial development per Municipal Code section 12-7-8 – Design Review Procedure and Submission Requirements – for property located at Lots 5 through 8, Block 20, Town of Grand Lake, more commonly referred to as 612 Grand Ave** – Chairman Pro-Tem Canon invited Planner Shull to present this matter. Planner Shull explained the purpose of the request and provided context to the property. He referenced section of the Municipal Code that pertained to the request, then laid out the specific considerations to be made by Planning Commission in reviewing the design proposal. Planner Shull shared staff comments about the applicant's compliance to these factors for consideration. He concluded by recommending approval of the request.

Chairman Pro-Tem Canon then invited that applicant/representative to come to the podium and speak about their proposal.

Ben Koontz, Munn Architecture (96 HWY Dr, Unit 10, Winter Park, CO) – Mr. Koontz stated that he represents the applicant and is open to answering any questions of the Commissioners.

Commissioner Shockey asked how the proposed site plan would impact the future streetscape master plan and design of Grand Ave. Planner Shull suggested that since no design for Grand Ave has yet been proposed, it is not the obligation of the applicant to “conform” to a future streetscape design, but rather, the streetscape design would need to accommodate previously approved private development. With that said, staff did encourage the applicant to remove the drive cut off Grand Ave and use only Jefferson St. to access the site, thereby accommodating pedestrians more seamlessly.

Commissioner Kudron addressed his concern of the proposed handicapped parking spaces on Grand Ave, suggesting they be moved onto the private parking area, specifically as close to one of the proposed entrances as possible.

Commissioner Burke asked whether the entire facility was going to be used to house the Fly-Fishing shop. She also questioned if there were any proposed changes to Jefferson St. (i.e. widening, changing turn radius) since more activity would be occurring around that intersection with the opening of both the mini golf course and the Fly-Fishing Shop. Chairman Pro-Tem Canon requested the applicant come to the podium to answer that question.

Gary Bien, 675 Freeland Ct, Estes Park, CO – Mr. Bien stated that he had not proposed any changes to that intersection. A stop sign exists at the corner currently. Visibility west on Grand (from Jefferson) is sufficient.

Commissioner Shockey asked the applicant whether any landscaping would remain that currently exists, and whether a landscape plan would be created to show new elements. Mr. Bien answered that the boulders would remain but certain trees would be removed to accommodate the new entrances. He would replace any trees removed with new landscaping as part of the landscape plan.

With no further discussion, Commissioner Shockey moved to approve the applicant’s request with the following conditions:

- The handicap parking be moved onto the private parking area
- A landscape plan be submitted showing additional features and pedestrian elements

Commissioner Murray seconded. All others voted aye.

**QUASI JUDICIAL (PUBLIC HEARING) – Consideration to adopt Resolution 06-2019; a resolution recommending granting approval of a building permit for a new boathouse located at Lots 52-54 Cairns Addition to Grand Lake; more commonly referred to as 706 Cairns Ave** - Chairman Pro-Tem Canon invited Planner Shull to present this matter. Planner Shull explained the purpose of the request and provided context to the property. He referenced section of the Municipal Code that pertained to the request, then shared staff comments of the review performed. He concluded by recommending approval of the applicant’s request.

After laying out procedure for the public hearing, Chairman Pro-Tem Canon invited the applicant’s representative to come speak about the request.

Geoff Elliott, Grand Environmental Services, 312 Park Ave Grand Lake – Mr. Elliott thanked the Commission and explained he represents the property owner. Mr. Elliott shared some history about the particular boathouse design and provided details about the work to be done (site preparation, foundation work, construction materials/features, etc.).

Commissioner Shockey asked Mr. Elliott why the boathouse was not being designed to maximize use of private property vs. extend the full 35' feet into the Lake. Mr. Elliott answered that he attempted to convince the owner of this, but it was not the owner's preference. Commissioner Shockey also asked about the improvement survey plat. Planner Shull explained that the property in question contained lots 52-54, and that lots 50-51 were added simply because the same family owned all 5 lots.

Mr. Elliott stated that he will provide an ISP (improvement survey plat) once the boat is constructed, as well as have the architect or engineer stamp the drawings upon PC approval, since he did not want to spend money on detailed final drawings in the case the Commission made modifications/denies the permit request. Similarly, he suggested that Army Corp approval would be obtained prior to permit approval/issuance.

With no further questions, Chairman Pro-Tem Canon opening up public comment portion of the meeting and invited anyone from the public to speak.

Susan Speer, 722 Cairns Ave – Ms. Speer, on behalf of her neighbor, wanted to clarify the proposed location/position of the boathouse to know whether it would sit close to the property boundary and/or obstruct their views of the lake. Planner Shull responded by explaining that the boathouse would sit on top of the existing dock (to be demolished) on the north boundary of the property. It would not obstruct views from the neighbor's beach area on the southern boundary.

Chairman Por-Tem Canon closed the public comment portion of the meeting and opened up discussion amongst the Commission.

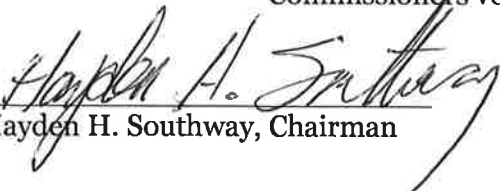
Commissioner Murray requested that a condition be made to require the applicant to provide construction drawings with a stamp from a licensed Colorado Architect and/or Engineer upon approval to the County. Commissioner Kudron concurred with Commissioner Murray's comment. Commissioner Burke requested that a condition be made to require the applicant to obtain a copy of the Nationwide 42 Permit from the Army Corp of Engineers and show proof of such permit to the Town, as well as complete the original and final height verification using a licensed Colorado Surveyor.

Commissioner Burke moved to approve Resolution 06-2019 with the additional conditions that the Nationwide Permit 42 be approved by Army Corp of Engineers, that the original and final height verification form be completed by a professional Colorado licensed surveyor, and that architectural and/or engineering stamps be shown on the final construction drawings prior to approval by Town. Commissioner Murray seconded. All others voted aye.

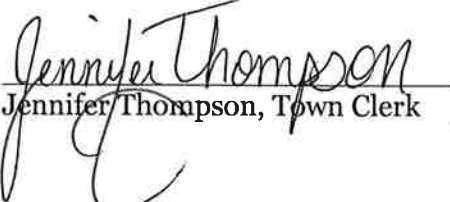
ITEMS OF  
DISCUSSION:

CONTINUED: Grand Lake Area Historical Society – request to be added to list of Land Development referral agencies – Planner Shull explained he was seeking a motion from Commission to allow staff to make the adjustment to the Code section to add the Grand Lake Area Historical Society to the list of referral agencies. After a short discussion, Commissioner Murray moved to direct staff to make the Code change.

ADJOURNMENT: Commissioner Shockey moved to adjourn, seconded by Commissioner Murray. All Commissioners voted aye, and the meeting was adjourned at 8:15 p.m.

  
Hayden H. Southway, Chairman

ATTEST:

  
Jennifer Thompson, Town Clerk