

TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
November 10, 2015
MINUTES

1. CALL TO ORDER / ROLL CALL

Chairman Alexander called the meeting to order at 6:41 PM.

Attendance: Willie Alexander, Dick Bratton, Eric Caldwell, Dominique Turnbull, Mayor Lorrie Worthey-Admin Assistant Renee Price.

Absent: Mark Mazza

2. AGENDA-

M/S Bratton/Turnbull -to Approve the agenda. Passed 4-0.

3. Approve Minutes of the Oct 27 meeting.

M/S Caldwell/Turnbull- To approve minutes. Passed 4-0

4. PUBLIC INPUT- None

5. NEW BUSINESS

a. Review GMF Capital Improvements Program (CIP)

Commissioner Bratton presented an updated CIP dated 10 Nov 2015. It showed 12 projects completed in 2015, Eight 2015 projects slipped to 2016. Seven projects slipped from 2016 to 2017. The Mayor stated that Larry Small, Director of Fountain Creek Watershed Flood Control District was interested in funding the replacing of the bridges on Hotel Street and El Paso Ave in 2016. The adding of a line item for a Central Sewer System was discussed but found to be not feasible or practical for GMF. Commissioner Caldwell asked that a project be added to 2018 to "cover the ditches along Catamount, Foster, and Hondo" with steel grates for safety.

M/S Caldwell/Turnbull- To approve the CIP listing as modified and forward it to the Town Board. Passed 4-0.

b. Planning commission Packets - It was decided that many Town Clerk man hours and printing costs could be saved by not making additional (duplicate) copies of packet documents for items of old business. Instead, the Commissioners agreed to keep old packets and reuse the documents for old business agenda items. The mayor will ask Board member to do the same with their Board packets. It was also agreed that commissioners would read lengthy documents sent them by the Clerk by E mail on their computer monitors and the Clerk would provide just a few hard copies the night of the meetings to be shared by the Commissioners.

6. OLD BUSINESS

a. Short Term Rental (STR) Discussion- A very productive PC Workshop on Short Term Rentals was held on Nov 9. Participants included STR managers David Pearlman and Scott & Sherry Harper. A memo of notes taken at that workshop was handed out to everyone at this meeting and discussed.

1. Definitions- We discussed 60 day, 30 day, 14 day, 1 day rentals.

Consensus-**Short Term Rentals are for less than 30 days.** This same as Colorado Tax Law definition.

2. Fees- We discussed fees charged by other communities and consensus was reached on fees for GMF:

a. Application Fee- \$200 (one time) To cover costs for certified mail to adjacent property owners, cost for 2 public hearings, admin processing.

b. Deposit - \$50 (one time) at time of application (on local lodging taxes).

c. STR License (Permit) Fee- \$250 (annual) To cover costs of license prep, review/approval, local lodging tax collections, coordination with property managers, code compliance monitoring and enforcement, research, investigations & site visits, annual permit review and renewal, record keeping, accounting and other admin costs.

d. Business license Fee- \$50 (annual) Standard fee for all GMF businesses.

3. **Annual Permit Review-** consensus was and annual review was important before renewing any permit. Any non-compliance or complaints to be considered.
 4. **Collection of Taxes-** STR owners should be provided a list of all taxes required and owners provide a copy of their State tax License. GMF Lodging tax bills should be sent to each owner quarterly. Penalties for not reporting (including 0 tax quarters). STR Permits subject to cancellation for not paying taxes. Research and investigate owners operating without a STR Permit. Jesse Stroope suggested that GMF local lodging tax of 2% was lower than other communities and should be raised. The PC suggests raising to 4%.
 5. **House Rules-** The current "standard" House Rules are a vast improvement but still need some work.. David Pearlman agreed to provide suggested changes for PC consideration.
 6. **Parking-** Currently we require at least 2 spaces on the STR property. This may be difficult or even impossible for some future applicants. It was noted there are several existing long time STR s where there is no access or no room for any vehicles on the property itself. So guests their guests are parking in the street Right of Way (ROW). In some cases this does not interfere with traffic and in other cases it does. Grandview Ave was given as an example. It was suggested that the STR Application form require the applicant to show a plan for guest parking to be reviewed by the Town Marshal and PC to determine if their plan is acceptable. It was suggested that maybe currently established STRs be should also be required to meet any new parking standards. Not all agreed- (to be discussed further).
 7. **Owner Use-** One other municipality (Navato,CA) requires the STR owner to actually live the house for a number of days each year. No one could think of good reason to require this in GMF.
 8. **Maximum rental days per year-** - It was decided to set a maximum of 120 days a year for renting. a STR property in order to protect the character of the residential neighborhood.
 9. **Trash Containers-** Require Bear Proof containers if trash is to be left outdoors. Alternative-Currently some STR owners have managers or cleaning personnel remove trash from units and put outdoors only on trash day.
 10. **Maximum Occupancy-** Some communities limit occupancy to 2 persons per bedroom plus 2. Some participants at the meeting felt number of parking spaces available and size of septic should limit maximum occupancy.
 11. **Septic Inspections-** It was suggested STR Applicants pay the County Health Department to inspect the septic system to determine maximum occupancy.
7. **CORRESPONDENCE**
- a. **DOLA, property tax exemption-** Info Item- No PC action required.
8. **OTHER**
- M/S Alexander/Caldwell - To cancel the PC Meeting on Nov 24 due to the Thanksgiving holiday.**
Passed 4-0.
- GMF COMPREHENSIVE PLAN**
Mac Pitrone recommended that the Comprehensive Plan be updated every 5 or 6 years instead of the usual 10 years. It was decided to place Updating the Comprehensive Plan on the agenda for the next meeting for discussion.

9. **ADJOURNED at 9:09 PM.**

ATTEST 
Richard Bratton, Recording Secretary


William Alexander, Chairman