

**GEORGETOWN PLANNING COMMISSION**  
Regular Scheduled Meeting Minutes  
Wednesday, March 17, 2021

**CALL TO ORDER**

The Georgetown Planning Commission held a regular scheduled meeting on Wednesday, March 17, 2021. This meeting was held virtually, using Zoom video-teleconferencing technology. As duly announced and publicly noticed, this format was used to continue with normal business and respond to the COVID-19 pandemic.

The meeting was called to order at 6:00 p.m. by Chairman, Dwayne Gocinski.

**ROLL CALL**

Answering the roll were Commission Members: Dwayne Gocinski, Anne Wilkins, Ed Hoover, Denise Newton, and Kathleen Hoeft. Town Staff in attendance were Town Administrator: Kent Brown, Town Attorney: Gerald Dahl and Town Clerk: Jennifer Yobski

**AUDIENCE**

David Berton, Andre Couvillion, Wally Weart, and Patrick Kennedy

**AGENDA APPROVAL**

Denise Newton made a motion to approve the March 17, 2021 agenda as presented. Anne Wilkins seconded, and the motion was adopted by unanimous vote.

**AUDIENCE BUSINESS**

There was no audience business.

**NEW AND UNFINISHED BUSINESS**

**Encroachment License recommendation – Real Architecture**

Location – Near the intersection of 20<sup>th</sup> St. and Argentine St., 2000 Block of Argentine St. The request is regarding the right- of-way west of Argentine St. abutting Lot 1, Block 3, approximately 325.01' x approximately 38' for access and parking for adjacent commercial property.

David Berton, Manager, Real Dev LLC, and applicant of the encroachment license application, explained that he has a purchase contract in place on the afore mentioned lot on the Northwest corner of 20<sup>th</sup> St. and Argentine St. The lot is narrow (61.6' at the south end, and 23.96' on the north end) which makes access and parking an issue and the need for the encroachment license.

Mr. Berton with his colleagues; Andre Couvillion, Billy Wang, and Tim Canaday, attended the Design Review Commission meeting on March 11, 2021 under Preliminary Review to present plans for a 6,500 foot commercial complex near 20<sup>th</sup> and Argentine streets. The complex includes four commercial units and 20 parking spaces.

Mr. Berton further stated that the buildings would be designed only after (and if) a right-of-way encroachment is approved by the town. If the encroachment is approved, the peak to plains bicycle trail would run between Argentine Street and the proposed parking area. Members expressed concerns over emergency vehicle access to the area.

The request is to use the encroachment area for access and parking for the proposed commercial project. The request identified the one way entry and one way exit into the parking and access for the proposed commercial project. In addition, it identified a 5 foot landscape buffer as well as a 10 foot wide area for the proposed peak to plains bicycle trail.

Kent Brown, Town Administrator, went through the submittal requirements for the procedure for encroachment licenses, and identified each review criteria. These findings are in the action item that was included in the agenda packet for the Planning Commission members for this meeting. Review criteria included: circulation, street maintenance, utilities, enforcement, expansion, income space, adopted plans, and benefits. Mr. Brown contacted the Georgetown Police Dept., Road & Bridge Supervisor, and Public Workers Supervisor and they did not have issues now regarding the request presented at this time. Future concerns might be drainage and utilities. Mr. Brown is waiting reply from the Clear Creek Fire Authority.

Gerald Dahl, Town Attorney, explained that encroachment licenses are revocable licenses which can be revoked at any time.

**Kathy Hoefft made a motion to recommend approval of the encroachment license application from Real Dev LLC, with the condition of the Clear Creek County Fire Authority's approval, Ed Hoover seconded the motion and it passed with unanimous vote.**

### **Encroachment License recommendation – Wally Weart – applicant for Creek House Condominiums**

Location – Extending Creek House Condominium Buildings C & D Parking Lot at 1890 Argentine St., into the Rose St. Right of Way. The request is to extend the asphalt parking area to include the majority of the Rose Street right of way as seen in Exhibit A. The asphalt parking area will cover 192.86 feet north to south within the Rose Street right of way and 50 feet east to west. The request involves both additional parking spaces for the Creek House Condos and public parking spaces. The request would cover the 3 new parking spaces at the south end of the encroachment license area dedicated to the Creek House Condos as well as portions of 3 other current parking spaces for the Creek House Condos.

The request also outlines 4 spaces that would be identified as public parking spaces at the north end of the encroachment license area. Finally, there would be a proposed trash enclosure within the north half of the encroachment license area. Exhibit A also shows with a dotted line the existing edge of asphalt.

Wally Weart submitted the encroachment license application to Town Hall on behalf of the Home-Owners Association of Creek House also dba: Creek House Condo Assoc. to allow for expansion of an existing parking lot. Mr. Weart stated that the current asphalt parking lot is deteriorating and requires repair or repaving, as necessary. There are currently 48 parking spaces which do not comply with the required number of spaces that need to be provided for the units in the building, which is two spaces per unit. While the request will not bring the number of parking spaces required into compliance, it will help.

Kent Brown, Town Administrator, went through the submittal requirements for the procedure for encroachment licenses, and identified each review criteria. These findings are in the action item that was included in the agenda packet for the Planning Commission members for this meeting. Review criteria included: circulation, street maintenance, utilities, enforcement, expansion, income space, adopted plans, and benefits. Mr. Brown contacted the Georgetown Police Dept., Road & Bridge Supervisor, and Public Workers Supervisor and they did not have issues now regarding the request presented at this time. Ryan Zabel, Public Works Supervisor, stated it would need to adjust to any grade improvements. Mr. Brown is waiting reply from the Clear Creek Fire Authority.

Kent Brown stated the public parking is adjacent to the trail planned for the west side of the Lagoon and the pedestrian bridge across Clear Creek as shown on the Bicycle and Pedestrian Plan Map of the Comprehensive Plan Update 2016. The Rose Street right of way in consideration is not in the Clear Creek County Greenway Master Plan or the Georgetown Gateway Master Plan.

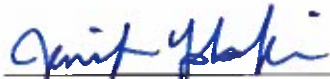
**Denise Newton made a motion to recommend approval of the encroachment license application from Creek House Condominium Association, with the condition of the Clear Creek Fire Authority's approval, Kathleen Hoeft seconded the motion and it passed unanimously.**

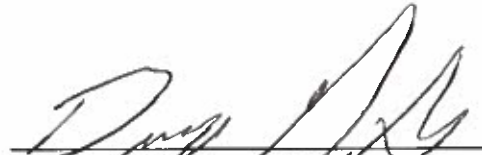
**APPROVAL OF MINUTES- January 20, 2021**

**Ms. Newton made a motion to approve the January 20, 2021 meeting minutes as presented, Ms. Hoeft seconded the motion and it passed with unanimous vote.**

**ADJOURN**

**Mr. Goscinsk adjourned the meeting at 6:45 p.m., Ms. Wilkins seconded the motion and it passed unanimously.**

  
Jennifer Yobski, Town Clerk

  
Dwayne Goscinski, Chairman

