

**GEORGETOWN PLANNING COMMISSION**  
Regular Scheduled Meeting Minutes  
Wednesday, April 21, 2021

**CALL TO ORDER**

The Georgetown Planning Commission held a regular scheduled meeting on Wednesday, April 21, 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, and Ed Hoover. Denise Newton, Jason Newton, and Kathleen Hoeft were absent. Town Staff in attendance were Town Administrator: Kent Brown, Town Clerk: Jennifer Yobski

**AUDIENCE**

There was no audience present.

**AGENDA APPROVAL**

**Anne Wilkins made a motion to approve the April 21, 2021 agenda as presented. Ed Hoover seconded, and the motion was adopted by unanimous vote.**

**AUDIENCE BUSINESS**

There was no audience business.

**NEW AND UNFINISHED BUSINESS**

**Comprehensive Plan review**

The Planning Commission began its review of the 2016 Comprehensive Plan in February 2020. Kent Brown, Town Administrator requested the commission go through it since the plan should be reviewed every five years or so and especially because most of the commission members are new and none of them were on the commission when the plan was adopted.

Martin Landers, Town Planning Consultant, attended the first couple of meetings to explain the that the Plan offers guidance for Land use Planning and is the primary document that is the responsibility of the Planning Commission. The Plan is structured into three sections: Plan Influences, Policy Framework, and Plan Implementation.

Plan Influences includes a Community Profile, Trends & Issues Summary, and the Planning Influences Map.

Policy Framework begins with the citizen’s vision of Georgetown, Plan Themes, Theme Goals, Key Strategies, and Priority Actions. The Planning Commission concentrated on one of the seven Plan Theme for each of its meetings.

Mr. Brown created a spreadsheet that modified the spreadsheet titled “Plan Implementation” in the 2016 Town of Georgetown Comprehensive Plan Update. Each category is a separate spreadsheet, i.e. A Clean and Safe Environment, etc. The original columns for Priority, Time Frame, Cost and Partners are included. Three (3) additional columns were included –

- Update comments (any actions that have occurred from 2016 to 2021)
- Completion date
- Staff comments on additional action (Any potential actions planned or budgeted soon or other actions/events that have impacted the original action statement).

Colors were added to identify actions that have been completed or some progress has been made. Staff reviewed the different color codes with the Commission at the meeting and determined the following as priorities/completed.

#### Clean & Safe Environment

- Update Title 21 Flood Damage Prevention as need for compliance with Colorado Water Conservation Board recommendations
- Staff stated that the 2021 Budget includes a provision for applying for a DOLA administrative grant to help with updating Title 17 of the Land Use Code for the following:
  1. Require mitigation of any area proposed for development that has a high potential to be impacted by land subsidence.
  2. Require that an applicant developing land on slopes exceeding 15% submit a geotechnical detailing any mitigation required to ensure public safety.
  3. Require engineering design for road improvements address mitigation of geologic hazards.
  4. Require defensible space around residential properties located in the wildland-urban interface.

#### A Unique Character

- Update the 2000 Georgetown Preservation Plan
- Establish financial incentives to assist owners of historic properties- Completed a fund created in 2016
- Create a handout for owners of historic properties explaining the process for obtaining tax credits associated with building renovations – Completed-handout from History Colorado explains the tax credit program.
- Update the Town’s streetscape design guidelines- identified as a key priority.

- Zoning Code – amend to be consistent with Character Areas, Preservation Plan, and Design Guidelines-specifically addressing the Town’s bulk regulations and change of use be reviewed- identified as a key priority.
- Code Enforcement officer to enforce nuisance, property maintenance and “demolition by neglect” ordinances – was done by contract but has reverted to police investigation of nuisance complaints. Implementation needs assistance.

#### A Compact Community

- Staff stated that the 2021 Budget includes a provision for applying for a DOLA administrative grant to help with updating Title 17 of the Land Use Code for the following:
  1. Update the zoning use, bulk and area, and development standards in Title 17 Land Use Code.
  2. Update the subdivision infrastructure design standards in Title 17 Land Use Code.
  3. Update the outdoor lighting standards in Title 17 Land Use Code to be consistent with current technology.
- Update the sign regulations in Title 17 Land Use Code to be legally compliant with content-neutrality standards- Completed Ordinance #6 (Series 2018)

#### A Place Where People Live

- Work with Clear Creek County, Clear Creek Metropolitan Recreation District (CCMRD), and Gateway Foundation to pursue funding to complete trail linkages – Part of the trail will be completed from 11<sup>th</sup> St. – Loop Dr. in 2021.
- Prepare and distribute a trails education brochure – Completed by Clear Creek County in 2018.
- Work with Parks & Recreation Commission to fund, prepare, and adopt a Parks & Recreation Master Plan – Completed and final approval in 2021.
- Work with CDOT and pursue funding to design and construct a new park and playground in the lagoon area that is proposed for dredging – Dredging project completed in 2018. Southeast lagoon area is designated more as wildlife are in Parks Master Plan. Trail on west side of lagoon will be completed in 2021.
- Work with Rec Center to pursue funding for the design and construction of a recreation center in Georgetown – Need to work with CCMRD to develop programs in Georgetown.
- Inventory sidewalk conditions and fund improvements – Added sidewalk from 11<sup>th</sup> St. to 7<sup>th</sup> St. as part of the Gateway project.
- Monitor the effectiveness of the new short term rental ordinance and consider additional measures to reduce the impacts of short term rental property as necessary- consider a short term rental property rental tax – The Board of Selectmen adopted Ordinance #7 (Series 2020) that updated the short term rental code.

### A Healthy Economy

- Develop a community business marketing plan that includes a brochure to be placed prominently at multiple visitor centers and museums in Clear Creek County – The town is in the process of hiring a full-time Manager of Marketing & Events in 2021. Business Promotion Commission is talking about updating the brochures.
- Fund lighting, pedestrian/bike access, wayfinding signage and landscape improvements from 15<sup>th</sup> St. to 6<sup>th</sup> St. on the west side of Argentine St. and from 11<sup>th</sup> St. to 6<sup>th</sup> St. on the east side of Argentine St. – Completed – Gateway project- from 11<sup>th</sup> St. to 6<sup>th</sup> St. – sidewalk constructed in 2019. Bike path on west side of 11<sup>th</sup> St. to Loop Dr. will be done in 2021.
- Update the Gateway Master Plan and extend lighting, pedestrian/bike access, wayfinding signage and landscape improvements north of 15<sup>th</sup> St. along Argentine St./Alvarado St. – Has become a higher priority with Bighorn Crossing.
- Prepare and implement a wayfinding signage plan that expands Georgetown’s community brand via a sequence of attractive and effective gateway, directional, identification and informational signage- Business Promotion Commission approved banners designed to replace current banners along Argentine St. from roundabout to 6<sup>th</sup> St.
- Explore affordable housing development incentives, e.g., identify any potential Town-owned property that could be used to leverage the development of workforce-housing – There has been discussion of Millsite property. Continue to work with County Housing Coordinator. See County Housing Needs Survey-2018.

### A system of Quality Public Services

- Replace old water lines in Clear Creek Drive, Brownell St., and in other streets as needed on an annual basis. 2017- Clear Creek Dr., 2019 – Brownell St., 2020 – Taos St.
- Improve the water supply intake structure for the water treatment plant – Completed in 2019.
- Dredge the lagoon to recover water storage capacity – Completed in 2018.
- Identify and eliminate improper service line connections – Completed- Budget set aside in water & wastewater funds.
- Fund and conduct a comprehensive drainage study – Planning Commission requested a drainage study be budgeted by Board of Selectmen as stated in 2016 Comprehensive Plan update.
- Design and construct drainage improvements as determined in the Comprehensive Drainage study – French drain project on Taos St. from south side of Werlin Park to 11<sup>th</sup> St. -completed in 2021.

### An Efficient Transportation Network

- Establish Truck Haul permit process to Guanella Pass – Completed -Ordinance #8 (Series 2017).
- Work with Clear Creek County to implement the Clear Creek County Prospector Bus Service Plan – Completed in 2016.

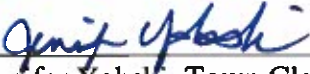
Mr. Brown suggested for the next regular scheduled Planning Commission meeting the commission members to identify 3 action steps they see as top priorities. Once this information is received and compiled, it will be presented to the Board of Selectmen.

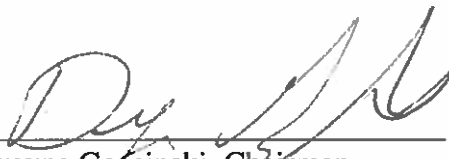
**APPROVAL OF MINUTES- March 17, 2021**

**Anne Wilkins made a motion to approve the March 17, 2021 meeting minutes as presented, Chairman Goscinski seconded the motion and it passed with unanimous vote.**

**ADJOURN**

**Mr. Goscinski adjourned the meeting at 6:55 p.m., Ms. Wilkins seconded the motion and it passed unanimously.**

  
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Jennifer Yobski, Town Clerk

  
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Dwayne Goscinski, Chairman



