

GEORGETOWN PLANNING COMMISSION

Meeting Minutes

Wednesday, September 28, 2011

CALL TO ORDER

The Georgetown Planning Commission held a regular meeting on Wednesday, September 28, 2011 in the Georgetown Town Hall, 404 6th Street. The meeting was called to order at 6:00 p.m.

ROLL CALL

Answering the roll were Chairperson Martha Hamilton and Commissioners Bob Pagano and Tom Wilson. Commissioner Gary Haines and Alternate Member Edward Hoover were absent. Also in attendance was Town Clerk Merinel Williams.

AUDIENCE BUSINESS

None.

AGENDA APPROVAL

It was agreed to add review of a memorandum regarding minimum property maintenance standards to the agenda. Mr. Pagano moved to approve the agenda as amended. Mr. Wilson seconded and the motion was adopted by unanimous vote.

NEW AND UNFINISHED BUSINESS

Review draft memorandum to the Business Promotion Commission regarding parking

The Commissioners reviewed the draft memorandum as drafted by Mr. Wilson. The Commissioners agreed to some changes to the document and agreed that Mr. Wilson is authorized to make the changes and deliver the revised memorandum to the Business Promotion Commission.

Discuss zoning for temporary uses and a recommendation to the Board of Selectmen

The Commissioners discussed adding a section to each zoning district to permit temporary uses not otherwise allowed in the zoning district. The procedure would include a recommendation by the Planning Commission and final decision by the Board of Selectmen. It was agreed that a temporary use could last no longer than six months, and would not erect any new permanent structures. Public notice would require a sign posted on the property for the Planning Commission hearing and mailed notice to property owners within 300 feet for the Selectmen hearing.

It was agreed that Mr. Pagano will draft the language that would be added to each zoning district. The Clerk will research changes needed to the process sections of the Code.

Review project priority list

The Commissioners reviewed and made changes to their project priority list.

The Chairperson will provide a summary of the training class she recently attended

Ms. Hamilton distributed copies of the materials she received at the recent Colorado Municipal League class for members of volunteer boards and commissions.

Review draft memorandum to the Town Attorney regarding minimum property maintenance standards

The Commissioners reviewed and directed changes to the draft memorandum to the Town Attorney regarding minimum property maintenance standards. The Clerk stated that permission from the Town Administrator or Police Judge must be obtained before the memo can be sent.

APPROVE MINUTES

Mr. Wilson moved to approve the minutes of the September 14, 2011 meeting as written. Ms. Bennett seconded and the motion was adopted by unanimous vote.

ADJOURNMENT

Ms. Hamilton adjourned the meeting at 8:12 p.m.

Merinel Williams, Town Clerk

Martha Hamilton, Chairperson