

# Glastonbury Landowners Association | Project Review Committee

Wednesday, July 2, 2025 – 7:00 PM (MDT)

[Join Via Zoom](#) or Dial-In

## 1. Call to Order (7:03 PM) by Doug Gill

Committee Director Members Present: Douglas Gill (President), Tim Brockett (Vice President), Tyson Wright and Ryan Kinports.

Board members present: Claudette Dirkers (Treasurer), Debbie Newby, Joe Bezotsky

Committee landowner member present: Phillip Pickens

Committee members absent: Landowners Steve Anderson; John Carp and Alicia Dearing (both without notice)

Landowners present: James and Leslie Everett, Miriam Barker

1a. Treasurer Claudette Dirkers carefully checked all the applications to ensure that Landowners were in good standing. Tim Brockett checked to verify that all required Project Review forms were accurately completed and filed. Then he created customized invoices with Parcel Manager. Claudette reviewed the invoices, and when fully paid, sent them to our accounting firm. Each applicant submitted all required forms, all were in good standing and all fees were fully paid, expediting the committee's agenda.

## 2. Kassing SG-83

Byron Kassing requested to add a 538 square foot addition to his residence. Ryan and Tim inspected the site and reported that all required aspects had been satisfied.

**Motion**: Ryan presented a motion, seconded by Phillip, that the Project Review Committee (PRC) approve the Kassing House Addition project and move it to the Board for approval. No conditions were added. Approved by Doug, Ryan, Phillip and Tyson. Tim abstained due to a possible conflict of interest because Byron plows Tim's driveway during the winter.

## 3. Barthlen SG 32-A3

Discussion ensued regarding alleged violations and the need for a final review by the PRC. A trailer tongue is exposed at one end of the manufactured home. Decking and skirting cover what is underneath the dwelling. The PRC will request permission from the landowner to conduct the necessary final project review. Doug will contact the Barthlens to facilitate this.

## 4. Garner SG 64-B

Last fall, Andrea Garner requested to construct a 1,500-foot driveway with an easement through her adjacent neighbor's property due to topographic issues. The easement was duly granted and legally filed with Park County. Phillip inspected the site and noted that the driveway was staked and everything was in order.

Motion: Phillip presented a motion, seconded by Tim, that the Project Review Committee (PRC) approve the Garner driveway project and move it to the Board for approval. No conditions were added. Approved unanimously.

## 5. Construction Bond Increase

Doug presented an idea that construction bond amounts be increased. Discussion ensued. No one was opposed. Tim volunteered to carefully analyze current construction bond amounts and make detailed recommendations for increased them commensurate with current construction costs. The PRC may vote by email and then present results to the Board on July 23rd.

GLA President Doug Gill adjourned the meeting at 8:05 PM

**Minutes Taken by:** Tim Brockett; edited by Claudette Dirkers

**Minutes Approved by email vote:** July 7th, 2025