



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

## **Agenda**

### **New Castle Town Council Regular Meeting**

**Tuesday, April 21, 2026, 7:00 PM**

Virtual Meetings are subject to internet and technical capabilities.

To join by computer, smart phone or tablet:

<https://us02web.zoom.us/j/7096588400>

If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

Follow the prompts as directed. Be sure to set your phone to mute until called on

#### **Call to Order**

#### **Pledge of Allegiance**

#### **Roll Call**

#### **Meeting Notice**

#### **Conflicts of Interest**

#### **Agenda Changes**

#### **Citizen Comments on Items not on the Agenda**

-Comments are limited to three minutes-

#### **Consultant Reports**

Consultant Attorney

Consultant Engineer

#### **Items for Consideration**

**A. Consider Ordinance TC-2026-03 – Creating Chapter 10.28 of Town Code Concerning Electric Assisted Bicycles (2<sup>nd</sup> reading)**

**B. Unswearing in – Mayor A. Riddile and Councilor Bruce Leland**

**C. Oaths of Office - Mayor Grady Hazelton, Councilor Brandy Copeland, Councilor Caitlin Carey and Councilor Emily Sampley**

**Roll Call**

**Conflicts of Interest**

**Agenda Changes**

**Items for Consideration**

**A. Proclamation Honoring Former Mayor Art Riddile**

**B. Proclamation Honoring Former Councilor Bruce Leland**

**C. Proclamation Recognizing Arbor Day**

**D. Consider Resolution TC2026-11 A Resolution of the New Castle Town Council Recommending Approval of a Conditional Use Permit for an Electrical Substation in the Industrial Zone District**

**E. Consider a Letter of Interest from Timothy Graves for Reappointment as Municipal Judge**

**F. Consider a Letter of Interest from Kip O'Connor for Reappointment as Associate Judge**

**G. Consider Letters of Interest from Charles Apostolic, Mark McDonald, Richard Parks for Reappointment to Seat on Planning & Zoning Commission**

**H. Consider Letters of Interest from Trent Mahaffey and Bronwyn Rittner for Reappointment to Seat on Planning & Zoning Commission Alternate Seats**

**I. Consider a Letter of Interest from Ruth Fletcher for Reappointment to Seat on Historic Preservation Commission**

**J. Consider a Letter of Interest from Tom Fuller for Reappointment to Seat on Historic Preservation Commission Alternate**

**K. Consider a Letter of Interest from Nancey Barnes and Ryan Deyarmond for Reappointment to Seat on Climate & Environment Commission**

**L. Consider Letters of Interest for Mayor Pro Tem**

**M. Consider Setting Terms for Council Members on Planning & Zoning Commission, Historic Preservation Commission, Economic Advisory Committee, Climate and environment Commission, Public Works, Public Safety, Personnel and Finance Committees. Also Seats on RFTA, GCE, AGNC, Senior Programs, IMTPR and EAB.**

**N. Consider Council Seat Appointment Process**

## **Consent Agenda**

Items on the consent agenda are routine and non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a council member or citizen requests it, in which case the item will be removed from the consent agenda.

[April 7, 2026, Minutes](#)

## **Staff Reports**

Town Administrator

Town Clerk

Town Treasurer

Town Planner

Public Works Director

## **Commission Reports**

Planning & Zoning Commission

Historic Preservation Commission

Climate and Environment Commission

Senior Program

RFTA

AGNC

GCE

EAB

## **Council Comments**

**Items for Future Council Agenda**

**Adjourn**



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

---

### Memorandum

**To:** Mayor & Council  
**From:** David Reynolds  
**Re:** Agenda Item: Consider Council Ordinance TC 2026-3 on 2<sup>nd</sup> Reading  
**Date:** 04/21/2026

**Purpose:**

The purpose of this agenda item is to consider Ordinance TC 2026-3 - AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NEW CASTLE, COLORADO CREATING CHAPTER 10.28 OF THE TOWN CODE CONCERNING ELECTRICAL ASSISTED BICYCLES, on second reading.

Based on previous Town Council meetings, and following Town Council recommendations, staff and our town attorneys have drafted Ordinance TC 2026-3 which creates Municipal Code Section 10.28 addressing areas of concern related to the use of E-Bikes within town limits. During a regular Town Council meeting on April 7th Town Council voted for the approval of TC 2026-3 on first reading. Council's suggested that prior to second reading the Town Attorney add a sentence which clarifies that the Town will adopt by reference any future state regulations which further define e-bike use.

**TOWN OF NEW CASTLE, COLORADO  
ORDINANCE NO. 2026-3**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NEW  
CASTLE, COLORADO CREATING CHAPTER 10.28 OF TOWN CODE  
CONCERNING ELECTRICAL ASSISTED BICYCLES**

**WHEREAS**, the Town of New Castle, Colorado (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town of New Castle Home Rule Charter of 1999, as amended (“Charter”); and

**WHEREAS**, electrical assisted bicycles, commonly known as “e-bikes,” are bicycles equipped with an electric motor that can assist riders in reaching speeds of up to 28 miles per hour; and

**WHEREAS**, growing popularity and increasing access to inexpensive models of e-bikes has led to a proliferation of e-bike usage among riders of all age groups within the Town; and

**WHEREAS**, this proliferation of e-bikes has created safety concerns on Town parks, trails, and other open spaces; and

**WHEREAS**, Town Council now desires to address these safety concerns by adopting e-bike regulations and codifying them within the Town Municipal Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NEW CASTLE, COLORADO:**

**Section 1.**     **Recitals.** The foregoing recitals are incorporated by reference herein as findings and determinations of the Town Council.

**Section 2.**     **Adoption of Chapter 10.28.** Chapter 10.28 Electrical Assisted Bicycles as set forth in Exhibit A attached hereto and incorporated herein by reference is hereby adopted and inserted as a new chapter into the Town Code.

**Section 3.**     **State Legislation.** The Town is adopting Chapter 10.28 because there is no state statute regulating the use of e-bikes. In the event the Colorado General Assembly enacts such legislation, the Town may adopt such legislation by reference, in whole or in part, by future ordinance to align the Town Code with state requirements.

**Section 4.**     **Severability.** The provisions of this Ordinance are severable, and the invalidity of any phrase, clause, or portion of this Ordinance as determined by a court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of the Ordinance.

**Section 5.**     **Effective Date.** This Ordinance shall be effective fourteen days after final publication pursuant to Section 4.3 of the Town Charter.

**INTRODUCED** on first reading on April 7, 2026, at which time copies were available to the Town Council and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

**INTRODUCED** a second time at a regular meeting of the Town Council of the Town of New Castle, Colorado, on April 21, 2026, read by title and number, passed with amendments, approved, and ordered published as required by the Charter.

TOWN OF NEW CASTLE, COLORADO, A  
HOME-RULE MUNICIPALITY

By: \_\_\_\_\_  
Art Riddile, Mayor

ATTEST:

\_\_\_\_\_  
Mindy Andis, Town Clerk

## EXHIBIT A

### Chapter 10.28 – ELECTRICAL ASSISTED BICYCLES

#### **10.28.010 – Definitions**

- A. “Electrical Assisted Bicycle” or “E-Bike” shall refer to any bicycle with an electric motor that assists the rider in reaching a speed of not more than 28 miles per hour.
- B. “Class 1 E-Bike” means an electrical assisted bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of twenty miles per hour.
- C. “Class 2 E-Bike” means an electrical assisted bicycle equipped with a motor that provides assistance regardless of whether the rider is pedaling and may include a throttle for such assistance but ceases to provide assistance when the bicycle reaches a speed of twenty miles per hour.
- D. “Class 3 E-Bike” means an electrical assisted bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of twenty-eight miles per hour.

#### **10.28.20 – Safety requirements**

- A. All E-Bike riders 18 years and younger must wear a helmet when operating an E-Bike of any class.
- B. All E-Bikes shall utilize an operational permanently affixed headlight and taillight when used between dusk and dawn.
- C. An operator shall not use a mobile phone while operating an E-bike unless they are utilizing hands-free methods.
- D. An operator shall not allow more passengers on an electrical assisted bicycle than the electrical assisted bicycle is originally designed and built for. This shall not prevent the use of aftermarket products on or with an E-bike, such as child carriers.
- E. Riders must be at least 16 years old to operate a Class 3 E-bike.
- F. All classes of E-Bikes shall be subject to Town Code provisions generally applicable to bicycles unless contradicted by an express provision of this Chapter.
- G. The speed limit for all electrical assisted bicycles is fifteen (15) miles per hour in all areas of Town when operated on a designated trail, multi-use path, bike path, or trail. Any electrical assisted bicycle operated on the roadway or bike lane must abide by the posted

speed limit and be operated in compliance with the Model Traffic Code, as adopted by the Town from time to time.

**10.28.030 – Where allowed**

- A. Only Class 1 E-Bikes are permitted on Town trails. A trail is a single-track, unimproved dirt trail that is only wide enough to accommodate one pedestrian or biker.
- B. Only Class 1 E-Bikes are permitted on Town bike paths or multi-use paths. A multi-use path is an improved or unimproved path through Town parks or open space that is wide enough to accommodate two or more pedestrians or bikers side by side.
- C. Only Class 1 E-Bikes are permitted on Town sidewalks.
- D. All E-Bike riders shall be required to dismount their bikes when on downtown Main Street sidewalks between N. 2<sup>nd</sup> St and N. 7<sup>th</sup> Street.
- E. Classe 1, 2, and 3 E-Bikes are permitted on Town roads and bike lanes when operated in compliance with the Model Traffic Code, as adopted by the Town from time to time.
- F. Any electrical assisted bicycle providing assistance above twenty-eight miles per hour, and any electric dirt bike that does not have pedal assist, are not “E-Bikes” under this chapter and are not permitted on any Town trail, multi-use path, or other public property.

**10.28.040 – Penalty**

- A. Any violation of this Chapter 10.28 shall be punishable by the Town’s general penalty set forth in Section 1.20.010 of the Code.



**Town of New Castle**

450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**

**Phone:** (970) 984-2311

**Fax:** (970) 984-2716

[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

---

**Memorandum**

**To:** Mayor & Council

**From:** David Reynolds

**Re:** Agenda Item: Farewell to Mayor Art Riddile and Councilor Bruce Leland

**Date:** 04/21/2026

**Purpose:**

The purpose of this agenda item is to formally recognize and bid farewell to Mayor Art Riddile and Town Councilor Bruce Leland. With more than four decades of combined service to the Town of New Castle, both have served our residents and staff with honor and dignity. Their dedication, leadership, and commitment to the community will leave a lasting legacy and stand as a testament to what makes New Castle the exceptional community it is today.



Town of New Castle, State of Colorado

# Proclamation

WHEREAS, in 1872, Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautifying our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the Town of New Castle is a Tree City and celebrates Arbor Day each year; and

NOW, THEREFORE, I, Grady Hazelton, Mayor of New Castle, do hereby proclaim April 24, 2026 as Arbor Day in the Town of New Castle, and order that it be so designated and celebrated.

FURTHERMORE, all citizens are urged to celebrate Arbor Day, to support efforts to protect our trees and woodlands, and to plant trees to gladden the heart and promote the well-being of this and future generations.

Let this Proclamation be entered into the official records of the Town.

---

Grady Hazelton, Mayor

ATTEST:

---

Mindy Andis, Town Clerk



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Building & Planning  
Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

---

**Town Council – Public Hearing  
Tuesday, April 21, 2026  
Resolution TC 2026-11  
Staff Report**

<b>Name of Applicant</b>	Public Service Company of Colorado, a Colorado corporation conducting business as Xcel Energy; Contact: Jennifer Chester
<b>Mailing Address</b>	1800 Larimer Street, Suite 400, Denver, CO 80202
<b>Property Address</b>	6385 CR 335
<b>Name of Property Owner</b>	Public Service Company of Colorado
<b>Existing Zoning</b>	Industrial
<b>Surrounding Zoning</b>	Industrial; Open Space
<b>Surrounding Land Uses</b>	Construction yard; Town open space; Warehouse/Distribution;
<b>Existing use of property</b>	Xcel staging yard; Firewood distribution
<b>Proposed use of property</b>	New substation including transmission and feeder lines;
<b>Property size</b>	2.478 acres

***I. Background:***

The Applicant proposes a new electrical substation at 6385 CR 335 to replace an existing substation approximately 0.4 miles west on CR 335 in Garfield County. The existing substation has reached the end of its service life and therefore warrants replacement. However, due to the size limitations of the current lot and complications with its topography, relocating the facility was deemed necessary. The current substation will be demolished and the land reclaimed.

The project is comprised of equipment enclosures, transformers, various transmission towers/lines, and fencing. The grade within the property will be raised from 2ft to 4ft in order to mitigate flood risk. Two new driveways will be installed to improve access. A 10' screened security fence on top of a retaining wall will surround the property.

The proposed substation is eligible for conditional use review because it is not listed as a permitted or prohibited use under Section 17.52.050. On March 25<sup>th</sup>, 2026, the Planning Commission (P&Z) held a public hearing approving resolution PZ 2026-3 found in the packet. In accordance with the procedures set forth in Municipal Code *Chapter 16.08.040*. Within sixty (60) days from the date of the Planning Commission's written decision on an application, or within such time as is mutually agreed by the Town Council and the applicant, the Town Council shall approve the application, with or without conditions, or deny the application.:

- 1) Approve the CUP unconditionally;
- 2) Approve the CUP with conditions;
- 3) Deny the CUP.

## ***II. Application Materials:***

The purpose of this conditional use review is to determine if the nature of the proposed use is appropriate to the location and character of the New Castle Industrial Zone.

### ***1) Site Plan:***

- a. Adjacent land uses and location of adjacent structures;

Adjacent land uses include mini-storage (Royal construction yard, Gabossi Storage, C'Mon-Back Storage), low hazard industrial (National Propane, NAP distributing, Bramco Bld.), factory uses (VR Cabinetry Chop, Granite Shop), business (All Dogs and Cats), and Town open space adjacent to the Colorado River.

- b. Boundary and size of lot;

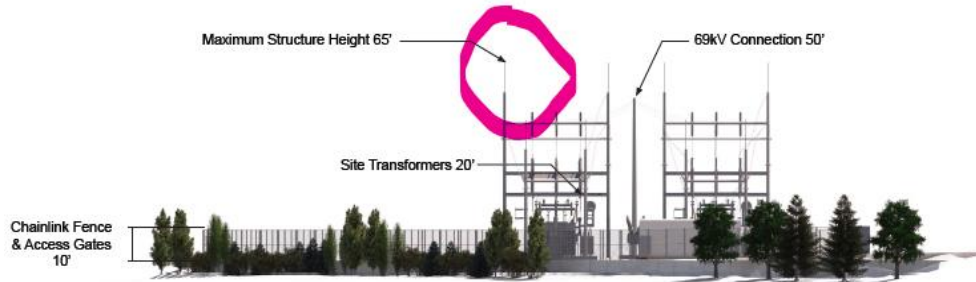
The project spans 2.478 acres. The Industrial zone does not regulate for lot coverage or required open space.

- c. Building location, height and setbacks;

Permitted setbacks are as follows:

- a) Front – 25ft
- b) Rear – 10ft
- c) Side – 5ft

Per the site plan, all utility infrastructure demonstrate conformance with the allowed setbacks. Section 17.52.090 limits a structure's wall height to no more than 30'. However, section 17.04.050 of the code exempts "poles, lines, cables, or other transmission or other distribution facilities of public utilities" from this provision. The application indicates a maximum structure height of 65'.

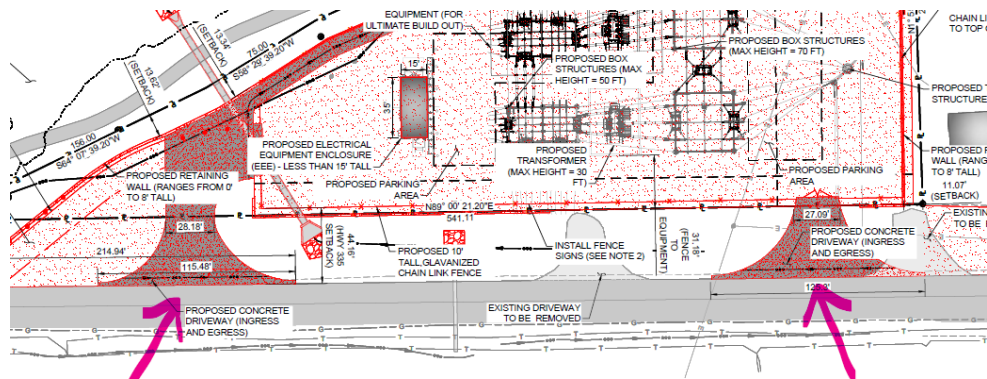


d. Off-street parking and loading areas;

Two access driveways connecting County Road 335 will allow for pass-thru ingress and egress. The site plan projects 12-15 parking spaces available for maintenance workers. The traffic impact analysis concludes that future operations will function at acceptable levels with the current alignment of CR 335 and proposed driveways, so no additional turn lanes or accel/decel lanes should be necessary. During construction, traffic control will be provided as necessary for staging and road tie-ins. A construction management plan will be submitted prior to permitting.

e. Points of ingress and egress;

The project proposes two driveways, one at either end of the property.



f. Service and refuse areas;

Need for regular trash service is not anticipated.

g. Signs and exterior lighting;

Signage renderings were not provided in the packet. However, all signage shall comply with the sign code. Temporary traffic control signs along CR 335 can be expected during the replacement process. Traffic control plans are subject to a ROW permit as regulated by the Public Works Department.

Exterior lighting is currently proposed as flood lighting. As a condition of approval, all exterior lighting shall conform to dark-sky standards and shall always be shut off other than for emergencies or maintenance. Otherwise, exterior lighting shall comply with section C405.2.7 of the energy code. C405.2.7 includes provisions for sensors, timers, and lighting reduction as necessary.

h. Fencing, landscaping and screening;

The Applicant proposes mesh wire fencing in the immediate vicinity of the facility. Moreover, the proposal will be subject to section 17.52.060 for the industrial zone. The perimeter shall be screened with:

“trees and shrubs on at least twenty-five (25) percent of their private property lines in compliance with Chapter 12.20, and with the approval of the New Castle parks and recreation committee. Review of screening by the parks and recreation committee shall be completed prior to the issuance of a building permit.”

Because of the structure’s considerable height and visual impacts to properties both adjacent and further towards the north, Staff and the Applicant have collaborated to expand the screening to the greatest extent possible. Other than the north property lines, additional trees have been introduced to attenuate visual impacts to users of the bike path and onlookers from New Castle’s downtown area. As explained to P&Z the grade along the north property line (adjacent to CR 335) was inhospitable to additional landscaping.

The placement of a modest landscape berm along the bike path to obscure the up to 8’ high retaining wall along the bike path has been discussed. Even with all recommendations implemented, the screening methods above will obscure the facility only partially.



- i. Compliance with performance standards;

Performance Standards are a commitment from the Applicant to minimize potential nuisances. The Applicant has signed the commitment letter. The proposal does not expect to exceed the Town’s noise statutes at 80dB, but will consider dark-sky compliant lighting.

- j. Anticipated utility requirements;

Town services (i.e. water and sewer) are not provided to the property. However, the proposal creates no additional demands for water and sewer than already exist.

- k. The Applicant provided an anticipated schedule of development:

**Table 2: Anticipated Project Schedule**

Activity	Timeline
Permanent Improvements	Summer 2026
Construction Material Delivery	Summer 2026
Vegetation Management	Summer 2026
Construction of Substation	Summer 2026
Construction of Transmission Interconnect	Spring 2027
In Service	Summer 2027
Restoration	Summer 2027
Decommissioning of New Castle Substation	Summer 2027 (after in service)

**III. Approval Criteria:**

A decision on a conditional use application shall be made based on the following criteria:

- 1) Is eligible for conditional review under § 17.72.040;

**Staff Comment** – The application is eligible for conditional review subject to sections 17.84.070 & 17.84.080 as discussed above.

- 2) Is generally compatible with adjacent land uses;

**Staff Comment** – While a substation may agree with perceptions about industrial uses, the Town also considers the level of impact of a proposed use on *current* surrounding uses. In this case, uses such as warehousing, construction storage, propane storage, and the Town’s wastewater treatment plant are ostensibly consistent with a utility facility. Though the Town’s open space parcel along the Colorado River is arguably less consistent, the open space has bordered the

industrial district since its origin. Nevertheless, Town code enlists substantial screening efforts to moderate the visual impacts of industrial operations. As discussed elsewhere, the Applicant intends to provide ample screening to this end.

- 3) Meets all requirements of § 17.84.020, is in compliance with Title 17 of the Code, and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;

**Staff Comment** – The application demonstrates compliance with Section 17.84.020 as overviewed in Section II above. Adverse impacts are also discussed above. The provided traffic analysis suggests little impact to traffic flow as a result of the new substation.

- 4) Is consistent with the comprehensive plan and

**Staff Comment** – The Comprehensive Plan (see Goal POST & Goal EN policies pages 59ff & 65ff) places a premium on the preservation of the natural environment not only for the protection of surrounding ecosystems, but also for its aesthetic value to residents. The applicant has prepared floodplain, grading, and watershed analyses as part of their building permit application. The site will be raised to mitigate the 100 year floodplain, otherwise no adverse effects are projected.

Viewsheds towards the south are expected to be influenced by the overall height and design of the facility. Therefore, Staff and the Applicant have worked jointly to offer intentional screening solutions such as berms, trees/shrubs, decorative retaining features, and mesh wire fencing to preserve these viewsheds to the greatest extent possible.

- 5) The Town has the capacity to serve the proposed use with water, sewer, and fire and police protection.

**Staff Comment** – The replacement project is not expected to have any new impacts on water, sewer, fire or police protection.

#### **IV. Staff Recommendations:**

Staff recommends approval of Resolution 2026-11 with the following conditions:

1. No construction shall begin until a conditional use certificate has been issued by the Town Planner subject to Section 17.84.040.
2. Prior to issuance of the conditional use certificate, the Applicant shall demonstrate conformance with any recommendations provided by the town engineer, town attorney, and/or fire district.
3. Prior to the issuance of a conditional use certificate, a construction management plan shall be provided for review and approval by town staff. A construction management plan shall include,

but is not limited to, identification of best management practices (BMPs), the identification of off-site storage & delivery locations, refuse management, and bathroom locations.

4. The Applicant shall conduct a pre-construction meeting with Town staff and relevant agencies at least 14 days prior to the beginning of construction.
5. The Applicant shall apply for any right-of-way permits through the Town's Public Works Department.
6. The approved constructions drawings shall demonstrate conformance with the landscaping, screening, retaining wall, and berm designs provided in the application.
7. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all county licensing requirements. Specifically, the approved construction drawings shall demonstrate that any ambient lighting complies with the 2021 International Energy Conservation Code for exterior lighting, section C405.2.7. Exterior safety or emergency lighting that will only be illuminated during emergencies does not need to comply with said requirement.
8. All exterior lighting shall be dark-sky compliant per the New Castle Comprehensive Plan.
9. No approved conditional use may be altered, structurally enlarged, expanded in parking area or expanded in ground area unless the site plan is amended and approved in accordance with the procedures applicable to approval of a conditional use as set out in § 17.84.070 of the Code.
10. In the event the Town receives any complaints about the use of the site or observes or becomes aware of any violations of the conditional use approval, the Applicant and/or owner may be summoned before the Town Council in a public meeting to show cause why the permit should not be revoked, suspended, or additional conditions imposed. Such show-cause hearing shall be open to the public and the Applicant or owner may present testimony or offer other evidence on its behalf.
11. All representations of the Applicant in written and verbal presentations submitted to the Town or made at public hearings before the Planning Commission or Town Council shall be considered part of the application and binding on the Applicant.
12. The Applicant shall reimburse the Town for any and all expenses incurred by the Town regarding this approval, including without limitation all costs incurred by the Town's outside consultants such as legal and engineering costs.

**V. Application Exhibits:**

- A. Application and Applicant Packet
- B. Town Engineer Referral – Jeff Simonson
- C. Signed Performance Standards

March 13, 2026

Mr. Paul Smith, Planner  
Town of New Castle  
P.O. Box 90  
New Castle, CO 81647

**RE: Coal Ridge Substation  
Engineering Comments for C.U.P.**

Dear Paul,

Please let this letter serve to transmit our comments regarding the review of the information provided to the Town for the Conditional Use Permit Application prepared by HDR and Tetra Tech on behalf of Xcel Energy for the Proposed Coal Ridge Substation. We have had an opportunity to review the information provided noted as follows:

1. Site Plan
2. Landscape Plan
3. Visual Simulation Elevations
4. CUP Narrative
5. Floodplain Development Permit
6. Grading Permit SWMP Maps and Grading Memo
7. Watershed Permit Application

Given our review of the foregoing, please note the following:

1. Prior to construction and at the time of a mandatory preconstruction meeting, provide the Town in advance for final review, a revised set of Grading, Landscaping and Construction drawings that provide construction level detail of the following:
  - a. Retaining wall construction details identifying specific heights, cross section, material construction, foundation construction, etc.... Currently, no specific details for construction exist that allows construction to commence along with requisite inspection and adequate construction confirmation.
  - b. All drawings need to be stamped by a Colorado Registered Professional Engineer.
  - c. Provide details with detailed locations of guard rail placement for both temporary and final conditions.
  - d. Provide specific details as to how culverts are to be installed along with details of the specific installation requirements for revetment/erosion protection of culvert inlets and outfalls.

- e. Provide specific details of final paving and how the final paving of driveways are to tie to CR 335. Provide specifications for depth of concrete, control joints, expansion joint locations, etc...
- f. Provide specific details of concrete lined swale complete with expansion and control joints. Also, provide details of inlet and culvert installations complete with pipe size, material, bedding requirement, trenching requirements and path repair details. Note that if excavating the bike path, provide saw cut joints and a 1 ½" milled 24" wide overlap of the existing asphalt at the joint when paving back the bike path final lift. Replacement depth of road base and asphalt should be 8" and two 1 ½" asphalt lifts respectfully.
- g. Provide details of all fencing, gates, etc... proposed for construction.

With the Floodplain Development Permit, the proposed site and grading plans to represent that the proposed improvements do not negatively impact the floodplain of the Colorado River and therefore, this letter can serve as an approval of such with the caveat that the final copy of the provided information having been provided to the Town with a stamped version by a Colorado Registered Professional Engineer.

For the Watershed Permit, the application provided does represent that the project will provide no impact to the Town's intakes and therefore, this letter can serve as the approval of that application with the caveat that the final submittal document also be stamped by a Colorado Registered Professional Engineer.

Upon your receipt and review, if you have any questions, please don't hesitate to contact me.

Respectfully,

**SGM**



Jefferey S. Simonson, PE  
Principal, Town Engineer

October 24, 2025

Paul Smith, Town Planner and Code Administrator  
Town of New Castle  
450 West Main Street  
New Castle, CO 81647

RE: Conditional Use Permit Application for the Coal Ridge Substation

Dear Paul Smith,

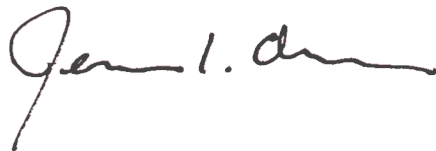
Public Service Company of Colorado (PSCo), a Colorado corporation conducting business as Xcel Energy (Xcel Energy), is seeking approval of a Conditional Use Permit (CUP) from the Town of New Castle to construct and operate a replacement electric substation called the Coal Ridge Substation (Project) in the Town of New Castle, Colorado. The Project consists of the proposed Coal Ridge Substation, approximately 331 feet of overhead 69-kilovolt transmission line interconnection, and distribution feeder lines.

The existing New Castle Substation must be replaced because it has reached the end of its useful operational life. The site on which the New Castle Substation is located is unsuitable for expansion and the replacement substation, Coal Ridge, will be built in a different location on property owned by PSCo. Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

Xcel Energy participated in a pre-application meeting with the Town of New Castle on June 27, 2025. This CUP application was prepared in accordance with the Application requirements of Section 17.84.020 of the Town of New Castle's Code of Ordinances, and feedback provided by the Town of New Castle during the pre-application meeting.

We look forward to working with you during the permit process. If you need any additional information, please feel free to contact Cory Miller at (303) 571-7759 or [cory.r.miller@xcelenergy.com](mailto:cory.r.miller@xcelenergy.com), or our environmental consultant Taylor Michel with Tetra Tech Inc. at (720) 881-5842 or at [taylor.michel@tetrattech.com](mailto:taylor.michel@tetrattech.com).

Sincerely,



Jennifer Chester  
Xcel Energy  
Siting & Land Rights, Senior Manager  
Telephone: (303) 285-6533  
[jennifer.i.chester@xcelenergy.com](mailto:jennifer.i.chester@xcelenergy.com)



# COAL RIDGE SUBSTATION

TOWN OF NEW CASTLE

CONDITIONAL USE PERMIT APPLICATION

**Coal Ridge Substation  
Town of New Castle – Conditional Use Permit Application Submittal  
Requirements**

<b>Requirement</b>	<b>Location in this Permit Application</b>	<b>Town of New Castle Code of Ordinances Citation</b>
<b>Application</b>		17.84.020
An application for approval of a conditional use may be filed by a person having an interest in the property for which the conditional use is requested, with the written consent of the owner, and shall be made on a form provided by the town.	Section 2.1, Section 2.2, Section 2.3, Attachment C, Attachment D	17.84.020.A
A complete site plan illustrating: a. Adjacent land uses and location of adjacent structures, b. Boundary and size of site, c. Building location, height and setbacks, d. Off-street parking and loading areas, e. Points of ingress and egress, f. Service and refuse areas, g. Signs and exterior lighting, h. Fencing, landscaping and screening, i. Compliance with performance standards, j. Anticipated utility requirements	Section 3, Attachment A	17.84.020.A.1
A time schedule for development	Section 4	17.84.020.A.2
Other information the applicant believes will support the application.	Section 1, Section 5, Figures, Attachment A, Attachment B, Attachment E	17.84.020.A.3
The applicant shall furnish a list of the names and addresses of owners of property located within two hundred fifty (250) feet of the subject site.	Section 6, Attachment F	17.84.020.B
Upon review of the application, the planning commission may determine that additional information is critical to its evaluation of the application. The applicant shall be responsible for furnishing such additional information if so requested.	Section 7	17.84.020.C
<b>Approval Criteria and Conditions</b>		17.84.050
A conditional use application shall be approved only if the town council finds that the application:		
Is eligible for conditional review under Section 17.84.040;	Section 8.1	17.84.050.A.1
Is generally compatible with adjacent land uses;	Section 8.2, Section 5.1.b	17.84.050.A.2
Meets all requirements of Section 17.84.020, is in compliance with this title and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;	Section 8.3, Section 8.2, Section 5.1.b	17.84.050.A.3
Is consistent with the comprehensive plan; and	Section 8.4, Section 8.2, Section 5.1.b, Attachment A, Attachment B	17.84.050.A.4
The town has the capacity to serve the proposed use with water, sewer, fire and police protection.	Section 8.5	17.84.050.A.5
In considering an application for a conditional use, the town council may impose conditions on the application to ensure compliance with this section.	Section 8.6	17.84.050.B

**CONTENTS**

- 1. Introduction and Project Description ..... 1
  - 1.1 Substation and Project Site..... 1
  - 1.2 Transmission Line..... 3
  - 1.3 Distribution Lines ..... 4
  - 1.4 Regulatory Framework..... 4
- 2. Application (17.84.020.A)..... 5
  - 2.1 Applicant Contact Information ..... 5
  - 2.2 Written Consent of the Owner..... 5
  - 2.3 Application Form ..... 5
- 3. Site Plan (17.84.020.A.1) ..... 5
- 4. Anticipated Schedule for Development (17.84.020.A.2)..... 5
- 5. Other Information to Support the Application (17.84.020.A.3)..... 6
  - 5.1 Construction Process ..... 6
    - 5.1.1 Construction Phases..... 6
    - 5.1.2 Construction Traffic..... 8
  - 5.2 Operations ..... 8
  - 5.3 Industrial Zone District Requirements (17.52.060)..... 8
    - 5.3.1 Fencing (17.52.060.A) ..... 8
    - 5.3.2 Material Loading and Unloading (17.52.060.B)..... 8
    - 5.3.3 Nuisances (17.52.060.C) ..... 9
    - 5.3.4 Landscaping and Screening (17.52.060.D)..... 10
  - 5.4 Setback Requirements (17.52.080) ..... 10
- 6. Adjacent Property Owners (17.84.020.B)..... 10
- 7. Additional Information Requested by Planning Commission (17.84.020.C)..... 11
- 8. Approval Criteria and Conditions (17.84.050) ..... 11
  - 8.1 Is Eligible for Conditional Review Under Section 17.84.040 (17.84.050.A.1).. 11
  - 8.2 Is Generally Compatible with Adjacent Land Uses (17.84.050.A.2)..... 11

8.3 Meets all Requirements of Section 17.84.020, is in Compliance with this Title and Minimizes Potential Adverse Impact of the Conditional Use on Adjacent Properties and Traffic Flow (17.84.050.A.3)..... 12

9. In Considering an Application for a Conditional Use, the Town Council May Impose Conditions on the Application to Ensure Compliance With this Section (17.84.050.B) . 15

10. References..... 16

**TABLES**

Table 1: Typical 69-kV Transmission Line Characteristics ..... 4

Table 2: Anticipated Project Schedule..... 6

**FIGURES**

- Figure 1: Vicinity Map
- Figure 2: Zoning Map
- Figure 3: Water Resources Map

**ATTACHMENTS**

- Attachment A: Site Plan
- Attachment B: Landscape Plan
- Attachment C: Land Development Application Form
- Attachment D: Statement of Authority
- Attachment E: Visual Simulations
- Attachment F: Adjacent Property Owners

**LIST OF ACRONYMS AND ABBREVIATIONS**

BMP	Best Management Practice
Comprehensive Plan	Town of New Castle Comprehensive Plan
CUP	Conditional Use Permit
EEE	electrical equipment enclosure
EMF	Electric and Magnetic Fields
kV	kilovolt
Project	Coal Ridge Substation
Project Site	An approximately 2-acre parcel owned by Public Service Company of Colorado located at 6385 County Road 335 in New Castle, Colorado
ROW	Right-of-Way
Xcel Energy	Public Service Company of Colorado, a Colorado corporation conducting business as Xcel Energy

**1. INTRODUCTION AND PROJECT DESCRIPTION**

Public Service Company of Colorado, a Colorado corporation conducting business as Xcel Energy (Xcel Energy), proposes to construct and operate a replacement electric substation called the Coal Ridge Substation (Project) in the Town of New Castle, Colorado (Figure 1). The Project consists of the proposed Coal Ridge Substation, approximately 331 feet of overhead 69-kilovolt (kV) transmission line interconnections, and distribution feeder lines.

The existing New Castle Substation must be replaced because it has reached the end of its safe and useful operational life, and it is unsuitable for expansion. Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy’s system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

Section 17.52.0502 of the Town of New Castle’s Code of Ordinances (Town of New Castle 2024) defines a Conditional Use as “any use not specifically defined in the permitted or nonpermitted use categories”. An electric substation is not listed in Section 17.52.030 as a Permitted Use nor in Section 17.52.040 as a Nonpermitted Use within the Industrial Zone District. Xcel Energy participated in a pre-application meeting with the Town of New Castle on June 27, 2025. During the pre-application meeting, the Town of New Castle confirmed that a Conditional Use Permit (CUP) would be required for the Project. Xcel Energy is seeking approval of a CUP for the ultimate buildout of Coal Ridge Substation. This CUP application was prepared in accordance with the Application requirements of Section 17.84.020 of the Town of New Castle’s Code of Ordinances, and feedback provided by the Town of New Castle during the pre-application meeting.

**1.1 SUBSTATION AND PROJECT SITE**

Coal Ridge Substation will be located on an approximately 2-acre parcel owned by Public Service Company of Colorado (PSCo; Project Site), located at 6385 County Road 335 (also known as Colorado River Road; Figure 1). The Project Site is located in the Industrial Zone District on parcel number 212331400012 (Figure 2). County Road 335 forms the southern Project Site boundary. The parcel to the east is zoned and used for industrial land uses. The parcel to the north and west of the Project Site is vacant land owned by the Town of New Castle zoned as open space, and the Colorado River is immediately north of this parcel.

The existing New Castle Substation site does not meet the parcel size requirements for the replacement Coal Ridge Substation as it is not large enough to accommodate two transformers, both of which are included in the CUP application, without substantial

grading into the adjacent hillside. Additionally, constructing on the existing New Castle Substation site would require the existing substation to be taken offline during construction activities, which may result in electrical outages in the Town of New Castle. PSCo owns the Project Site that can accommodate the Coal Ridge Substation; this ownership provides overall Project cost savings, allowing Xcel Energy to be prudent to its rate payers.

An existing public trail, the Talbot Trail, is located in road right-of-way (ROW) on the north side of County Road 335 adjacent to the Colorado River within the Town of New Castle (Town of New Castle 2025). The Talbot Trail is paved, with a guard rail separating the trail from County Road 335. At the western boundary of the Project Site where the parcel meets County Road 335, the Talbot Trail leaves County Road 335 ROW to follow the Colorado River to the north of the industrial area and County Road 335 and rejoins the County Road 335 ROW east of the industrial area (Figure 1). Xcel Energy understands that County Road 335 and Talbot Trail are maintained by the Town of New Castle.

Other adjacent land uses include an existing Xcel Energy natural gas regulator station and the Riverside Industrial Park to the east. Lands to the south of the Project Site south of County Road 335 are zoned and used for industrial purposes. Xcel Energy's existing 69-kV transmission line is located south of the industrial parcels and County Road 335.

Coal Ridge Substation will be a distribution substation that reduces high-voltage electricity from transmission lines to a lower voltage that can be delivered via distribution lines to power homes and businesses. Coal Ridge Substation will include an electrical equipment enclosure (EEE), two transformer and bays, breakers, distribution feeder equipment, a deadened transmission pole, two new access driveways off County Road 335, a retaining wall, a security fence to prevent public access, and landscaping to exceed the Town of New Castle requirements and enhance aesthetics (see the Site Plan, Attachment A, and the Landscape Plan, Attachment B). The proposed EEE will enclose electrical equipment and have a concrete foundation. The initial and ultimate buildout of the Coal Ridge Substation are shown in Attachment A. The Coal Ridge Substation will operate at 69kV when brought in service, but will be sized and approved for an increase to 115kV to account for future demand. The substation application also includes capacity approval for a second electric transformer and bay which will be installed at a later date, dictated by electric demand in the Town of New Castle and surrounding areas.

The majority of the substation infrastructure will be approximately 45 feet high, though the shield wire/spike would add additional height as necessary to serve as a lightning protection measure. The maximum height of all substation infrastructure will be 70 feet.

While the maximum height for buildings and structural facilities is 30 feet in the Industrial District, certain types of structures, including transmission towers and other similar projections are not subject to the height limitations (Section 17.72.040 of the Town of New Castle's Code of Ordinances). The substation General Arrangement is shown in the Site Plan, Attachment A. Xcel Energy's substations, including the Coal Ridge Substation, must have the ability to be illuminated in accordance with the National Electric Safety Code. Lighting needed to perform maintenance or emergency repairs will be provided by permanent mounted lights within the Project Site but generally, the substation will not be lit for standard operations. Manual light switches controlling the substation yard lighting will be installed in the EEE enclosure on the property. The lights will be downcast and shielded so that only the substation equipment is illuminated. A lighting layout is provided in the Site Plan, Attachment A.

Two new access driveways will be constructed off County Road 335, and the existing driveway to the parcel will be removed (see the Site Plan, Attachment A). A guard rail will be installed at the edges of the access drives to deter public access from the adjacent public trail.

A portion of the Project Site is located within the 100-year floodplain and 100-year floodway of the Colorado River (Town of New Castle 2009a; Figure 3). The Project Site will be raised between 2 and 4 feet (depending on location) to avoid issues with the floodplain. Aggregate base course will be used for the top 12 inches of fill. Four inches of aggregate yard surfacing (clean rock) will be installed on top of the aggregate base course. Retaining walls will be constructed on the north, east, and west sides of the Project Site (see the Site Plan, Attachment A). Concrete-lined drainage swales will connect to an outlet control structure within the northeastern portion of the Project Site, and a detention pond outlet pipe will connect the outlet control structure to discharge water to the Colorado River to the north; an additional outlet pipe will be located at the west side of the Project Site to discharge water to the Colorado River. Both outlet pipes will be constructed underneath the existing Talbot Trail (see the Site Plan, Attachment A). Xcel Energy will coordinate with the Town of New Castle on a license agreement or easement along portions of the outlet pipes that cross Town of New Castle's property, if required. Xcel Energy will obtain a Grading Permit from the Town of New Castle prior to construction.

## **1.2 TRANSMISSION LINE**

Coal Ridge Substation will connect to Xcel Energy's existing electrical transmission system via a new interconnect to the existing Mitchell Creek to Rifle Ute 69-kV transmission line located south of County Road 335. The interconnect consists of two overhead 69-kV transmission lines extending from the Coal Ridge Substation to the existing transmission line.

Table 1 describes the 69-kV transmission line characteristics, and a representative transmission pole is provided in Attachment A.

**Table 1: Typical 69-kV Transmission Line Characteristics**

<b>Characteristic</b>	<b>Anticipated Design</b>
Voltage	69 kV
Length	331 feet
Number of poles	1
Typical height	95 feet
Right-of-way (ROW)	60 feet total, 30 feet on either side of the centerline
Material/color	Steel, dark brown in color
Clearance	Maintain all clearances as required by National Electric Safety Code

**1.3 DISTRIBUTION LINES**

Xcel Energy requests approval of the portions of the underground distribution feeders located within the Project Site as part of this CUP Application. Xcel Energy will request approval, as needed, of the distribution feeders located outside of the Project Site separately. Xcel Energy has an existing franchise agreement with Town of New Castle and will follow the typical process for any distribution feeder work located outside the Project Site. Underground distribution lines will exit the Project Site on the eastern side of the Project Site and will be placed in an easement and connected to the existing distribution system that serves Town of New Castle.

**1.4 REGULATORY FRAMEWORK**

During the pre-application meeting, the Town of New Castle also indicated that the following additional permits from the Town of New Castle will be required for the Project: stormwater/floodplain permits for proposed stormwater discharge outlets, an Access Permit for proposed driveways, and a Grading Permit for construction at the Project Site. Xcel Energy understands that prior to issuing the Conditional Use Certificate, which serves as a Notice to Proceed with construction, the Watershed Permit, Access Permit, and Grading Permit must be approved pursuant to Section 17.84.040 E of Town of New Castle’s Code of Ordinances. Xcel Energy will obtain a Right-of-Way Permit for construction work to be performed in County Road 335 ROW if requested by the Town of New Castle. Xcel Energy will obtain all permits and approvals for the Project which are required prior to construction.

## **2. APPLICATION (17.84.020.A)**

### **2.1 APPLICANT CONTACT INFORMATION**

The applicant's contact information is as follows.

Applicant:

Jennifer Chester  
Senior Manager, Siting and Land Rights  
Xcel Energy  
3500 Blake Street  
Denver, CO 80205  
Ph: 303-285-6533

Project Coordination:

Cory Miller  
Principal Agent, Siting and Land Rights  
Xcel Energy  
3500 Blake Street  
Denver, CO 80205  
Ph: 303-285-6765

### **2.2 WRITTEN CONSENT OF THE OWNER**

PSCo is the fee owner of parcel number 212331400012. PSCo, as the applicant and property owner, has signed the Land Development Application Form (Attachment C), therefore providing written consent of the property owner. A notarized Statement of Authority from Xcel Energy to certify the authority of Jennifer L. Chester, Senior Manager, Siting and Land Rights, to act on behalf of Xcel Energy is provided as Attachment D.

### **2.3 APPLICATION FORM**

The completed Land Development Application Form is provided as Attachment C.

## **3. SITE PLAN (17.84.020.A.1)**

The Site Plan is provided as Attachment A.

## **4. ANTICIPATED SCHEDULE FOR DEVELOPMENT (17.84.020.A.2)**

Construction of Coal Ridge Substation is anticipated to begin in 2026 and be completed in 2027. Decommissioning of the existing New Castle Substation will occur once Coal Ridge Substation is placed in service. See Table 2 for the Anticipated Project Schedule. See Section 5.1 for a description of the construction process.

**Table 2: Anticipated Project Schedule**

<b>Activity</b>	<b>Timeline</b>
Permanent Improvements	Summer 2026
Construction Material Delivery	Summer 2026
Vegetation Management	Summer 2026
Construction of Substation	Summer 2026
Construction of Transmission Interconnect	Spring 2027
In Service	Summer 2027
Restoration	Summer 2027
Decommissioning of New Castle Substation	Summer 2027 (after in service)

It is anticipated that one 12-hour shift per day (Monday through Saturday) will be worked during Project construction, but additional hours may be required. This will be during daylight hours, early morning to early evening. If additional hours are anticipated for shift work, a 24-hour work permit will be obtained from the Town of New Castle.

**5. OTHER INFORMATION TO SUPPORT THE APPLICATION  
(17.84.020.A.3)**

**5.1 CONSTRUCTION PROCESS**

**5.1.1 Construction Phases**

Construction of the Coal Ridge Substation and transmission line interconnection will occur in phases, generally including the following: access drive construction, grading, site/ROW preparation; installation of best management practices (BMPs); equipment mobilization and material delivery; foundation construction; transmission pole placement and installation; conductor wire stringing and electrical equipment installation; and land restoration.

Vegetation management within the Project Site and transmission line ROW will be required prior to, or in conjunction with, construction. Trees and tall vegetation growing within or near the Project Site and transmission line ROW can cause downed lines, power outages and wildfire. Vegetation management involves the use of various types of treatment including removing, pruning, and mowing vegetation and the treatment of vegetation with herbicides to ensure safe operations.

The Project Site will be raised between 2 and 4 feet (depending on location) to avoid issues with the floodplain. This work and grading activities will be required prior to construction. Once pre-construction preparation work has been completed, work on the Substation foundation will begin. The replacement Substation foundations will consist of anchor bolt foundations. The depth of the foundation will be based upon the subsurface conditions.

Following grading and foundation installation, steel equipment support structures will be erected on site. Electrical equipment (circuit breakers, disconnect switches and bus work, capacitor banks, surge arresters, SSVTs, line traps, insulators, steel support structures, static masts for lightning protection, and EEE containing control and communication devices) will be installed after the foundations and support structures are in place. Construction of the retaining wall and fence will follow. Equipment testing and placing in service will occur after construction is complete.

Following Substation construction, work on the interconnection will begin. Holes will be augured for transmission poles. Once holes are augured, the poles are set and backfilled. Some poles may require foundations that are set in the augured holes with a concrete enforced steel cage. Transmission poles will be placed in the holes or on the foundation using a crane. Ground installation of poles involves first assembling poles at the Project Site, which will be used as a material staging area during construction. Helicopters will not be used for installation of either the substation or the transmission poles.

Following setting of the transmission poles, conductor wire is strung using a temporary pulley system which is attached to the insulators. Pulling/tensioning sites are required at specific angles, so the conductor wire is pulled in line with the poles, remaining in alignment. Other equipment including bird diverters, spacers, and galloping devices are also installed as needed.

Throughout construction, wind erosion control BMPs, including the application of water or other dust palliatives, will be implemented as required. Following construction, all areas not needed for ongoing operations and maintenance will be restored as soon as practicable and in coordination with the landowner. Restoration and installation of permanent landscaping at the Project Site will be completed after construction and final grading is complete.

Once the Coal Ridge Substation is placed in service, the existing New Castle Substation will be decommissioned. Decommissioning activities include the full removal of all substation components including transformers, breakers, and bus work. Hazardous materials such as transformer oil will be disposed of in compliance with all applicable federal, state, and local regulations. To prevent power disruptions during the

decommissioning of New Castle Substation and placing the Coal Ridge Substation in service, a temporary fly line will be installed to maintain power to customers.

### **5.1.2 Construction Traffic**

Xcel Energy will utilize the two new access driveways that will be constructed off County Road 335 to access the Project Site during construction. Temporary access off County Road 335 will only be required for crews to walk in and access the transmission pole locations for pole installation. If public roadway traffic controls are determined to be necessary, approval of Traffic Control Plans as applicable by the Town of New Castle will be obtained prior to construction activities.

Construction activities will require the temporary closure of the Talbot Trail during construction of the retaining wall and outlet pipes to discharge water to the Colorado River (see the Site Plan, Attachment A). It is anticipated that Xcel Energy will close the trail for 3-4 months. Xcel Energy will coordinate with the Town of New Castle Planning and Development and Parks Departments regarding trail closure and detours during construction.

## **5.2 OPERATIONS**

Coal Ridge Substation will be an unstaffed facility and visits from personnel will be limited to inspection and maintenance activities once construction is completed. Operation of the substation and transmission line will not interfere with continued use of the surrounding areas. The Project will be operated and monitored remotely 24 hours a day, 7 days a week, 365 days a year to provide safe and reliable electric service.

## **5.3 INDUSTRIAL ZONE DISTRICT REQUIREMENTS (17.52.060)**

The Project will comply with the Industrial zone district requirements of Section 17.52.060 of the Town of New Castle Code of Ordinances. A description of Project compliance with each requirement of Section 17.52.060 of the Town of New Castle Code of Ordinances is provided in the subsequent sections.

### **5.3.1 Fencing (17.52.060.A)**

Coal Ridge Substation will be enclosed by a 10-foot-high galvanized chain link security fence with mesh fabric integrated into the fencing for screening.

### **5.3.2 Material Loading and Unloading (17.52.060.B)**

All loading and unloading of materials will be conducted on the Project Site.

### 5.3.3 Nuisances (17.52.060.C)

Odor, glare, nuisance vibrations, or smoke are not anticipated during construction or operation of the Project. Construction-related noise will result in temporary short-term increases in noise where and when construction is taking place. Short-term noise is anticipated from construction equipment such as auguring machines, cranes, heavy machinery, and trucks. Construction vehicles and equipment will be maintained in proper operating condition and equipped with manufacturers' standard noise control devices (e.g., mufflers or engine enclosures).

Indirect effects from post-construction activities, which include the noise from transmission line inspections and maintenance activities are anticipated to be negligible because of their short duration and infrequency. During operations, noise from the substation and transmission line will remain at or below the 80 dBA-weighted decibel sound limitations required within industrial zone districts per Colorado Revised Statutes 25-12-101 et seq.

Short-term air quality effects are anticipated from a temporary increase in construction vehicles, which may increase fumes and fugitive dust, construction equipment exhaust (fumes), and clearing and preparing areas for construction (dust). Dust will be suppressed using the application of water or other dust palliatives. Operation and maintenance activities are not anticipated to produce fumes or dust.

Electric and magnetic fields (EMF) exist wherever electricity is produced or used, including around any electric appliance or wire that conducts electricity. Electric fields are created by voltage — the higher the voltage, the stronger the field. Anytime an electric appliance is plugged in, even if it is not on, an electric field is created in its vicinity. Electric fields are easily blocked by walls, trees, clothes, and skin. The further the distance from the source of the electric field, the weaker it becomes. Electric and magnetic fields extend outward from the conductor wire and decrease rapidly with distance from the conductor. The Coal Ridge Substation and interconnection will be designed, constructed, operated, and maintained to meet or exceed applicable standards of design and performance set forth in the National Electric Safety Code.

Construction, operation, and maintenance activities will comply with applicable federal, state, and local laws and regulations regarding the use of hazardous substances. Construction activities will be performed by methods that prevent entrance or accidental spillage of solid matter, contaminants, debris, and other pollutants and wastes into flowing streams or dry watercourses, lakes, and underground water sources. Activities will follow BMPs for the management of wastes to avoid and minimize effects from potential spills or other releases to the environment.

During construction, enclosed containment will be provided for trash disposal. Construction waste, including trash and litter, garbage, other solid waste, petroleum products, and other potentially hazardous materials, will be removed and taken to a disposal facility authorized to accept such materials.

#### **5.3.4 Landscaping and Screening (17.52.060.D)**

As described in Section 5.3.a, the security fence will include mesh fabric integrated into the fencing for screening of the Coal Ridge Substation.

Landscaping at Coal Ridge Substation will exceed the requirements of Section 17.52.060.D of the Town of New Castle Code of Ordinances (see the Landscape Plan, Attachment B). The Code requires the Project Site to be “screened with trees and shrubs on at least twenty-five (25) percent of their private property lines”, equating to approximately 360 linear feet of landscaping (Town of New Castle 2024). Approximately 503 linear feet of landscaping is proposed to be installed on the north and west sides of the Project Site, north of the retaining wall and guard rail that will be constructed. Native grass seed will be planted in the area outside of the fenced substation within the parcel. Landscaping will be watered until it is established, for a maximum of two years.

Visual Simulations of Project facilities, including proposed landscaping, from various locations along the Talbot Trail adjacent to the Project Site is provided as Attachment E.

It is not anticipated the Project will negatively impact the character of the surrounding area or create new significant visual disturbances for several reasons: (1) the Project will be built within and adjacent to current industrial land uses; (2) the proposed landscaping adds significant vegetative cover on the north and west sides of the Project Site adjacent to the Talbot Trail; and (3) the mesh fabric within the security fencing will minimize negative visual impacts. Any visual disturbance resulting from Project construction vehicles and equipment will be temporary.

#### **5.4 SETBACK REQUIREMENTS (17.52.080)**

The Project will comply with the Industrial zone district setback requirements of Section 17.52.060 of the Town of New Castle Code of Ordinances, as shown in the Site Plan (Attachment A).

### **6. ADJACENT PROPERTY OWNERS (17.84.020.B)**

A list of the names and addresses of owners of property located within two hundred fifty (250) feet of the Project Site is provided as Attachment F.

## **7. ADDITIONAL INFORMATION REQUESTED BY PLANNING COMMISSION (17.84.020.C)**

Xcel Energy understands that upon review of the application, the Planning Commission may determine that additional information needed to evaluate the application. Xcel Energy will provide additional information upon request.

## **8. APPROVAL CRITERIA AND CONDITIONS (17.84.050)**

The following sections describe Project compliance with the conditional approval criteria in Section 17.84.050 of the Town of New Castle's Code of Ordinances.

### **8.1 IS ELIGIBLE FOR CONDITIONAL REVIEW UNDER SECTION 17.84.040 (17.84.050.A.1)**

As determined during the pre-application meeting with the Town of New Castle, the Project is eligible for conditional review under Section 17.84.040 of the Town of New Castle's Code of Ordinances.

### **8.2 IS GENERALLY COMPATIBLE WITH ADJACENT LAND USES (17.84.050.A.2)**

The Project is compatible with the adjacent industrial and utility land uses, including the Riverside Industrial Park. Adjacent land uses include an existing Xcel Energy natural gas regulator station to the east. Parcels to the south of the Project Site south of County Road 335 are zoned and used for industrial purposes. Xcel Energy's existing 69-kV transmission line is located south of the industrial parcels and County Road 335 and its existing New Castle Substation is located approximately 0.5 mile west of the Project Site. There are also existing distribution lines running on the north and south side of County Road 335 in this area.

Construction of the Project may result in temporary traffic impacts to County Road 335 as described in Section 5.1.2. If public roadway traffic controls are determined to be necessary, approval of Traffic Control Plans as applicable by the Town of New Castle will be obtained prior to construction activities.

Construction activities will require the temporary closure of the Talbot Trail, as described in Section 5.1.2, for approximately 3-4 months. Xcel Energy will coordinate with the Town of New Castle Planning and Development and Parks Departments regarding trail closure and detours during construction.

The Project is compatible with the adjacent open space and Talbot Trail. Following construction, the Project will not impact the use of the Talbot Trail adjacent to the

Project Site. Aside from the transmission pole foundation footprints, areas under and around the transmission line will remain unchanged.

### **8.3 MEETS ALL REQUIREMENTS OF SECTION 17.84.020, IS IN COMPLIANCE WITH THIS TITLE AND MINIMIZES POTENTIAL ADVERSE IMPACT OF THE CONDITIONAL USE ON ADJACENT PROPERTIES AND TRAFFIC FLOW (17.84.050.A.3)**

This application includes all of the components of the CUP application requirements outlined in Section 17.84.020 of the Town of New Castle's Code of Ordinances. Xcel Energy is requesting approval of the Project in accordance with the procedures applicable to approval of a conditional use under Chapter 17.84 of the Town of New Castle's Code of Ordinances.

See the response to Section 8.2 regarding impact to adjacent properties and traffic flow.

### **8.4 IS CONSISTENT WITH THE COMPREHENSIVE PLAN (17.84.050.A.4)**

The Project is consistent with the Town of New Castle Comprehensive Plan (Comprehensive Plan; Town of New Castle 2009b). A summary of Project consistency with the Guiding Principles of the Comprehensive Plan is described in the subsequent text.

#### *Guiding Principle 1: Community Growth*

The Town of New Castle and surrounding areas continue to experience residential and commercial growth that has increased the demand for electricity. Additionally, the existing New Castle Substation must be replaced because it has reached the end of its safe and useful operational life and it is unsuitable for expansion. Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to continue to deliver safe and reliable electric power to existing and future customers in the Town of New Castle and other surrounding areas. This Project supports continued development and success of the Town of New Castle as it will strengthen the electric system and be able to accommodate future growth. The Coal Ridge Substation will operate at 69kV when brought in service, but will be sized to increase within its approved capacity to 115kV to account for future demand. The second electric transformer and bay will be installed at a later date, dictated by electric demand that is anticipated in the Town of New Castle and surrounding areas. It should be noted that the existing New Castle Substation is located on property that is too small and lacks expansion capacity to accommodate the addition of a future transformer.

The Project is compatible with the adjacent industrial and utility land uses and following construction the Project will be compatible with the adjacent open space and Talbot Trail, as described in Section 8.2.

*Guiding Principle 2: Infrastructure*

The Project provides the necessary electrical infrastructure to add capacity to Xcel Energy's system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

The Project creates no additional demand for water, wastewater treatment, or transportation infrastructure.

*Guiding Principle 3: Recreation and Tourism*

Construction activities will require the temporary closure of the Talbot Trail as described in Section 5.1.b. Xcel Energy will coordinate with the Town of New Castle Planning and Development and Parks Departments regarding trail closure and detours during construction. Following construction, the Project will not impact the use of the Talbot Trail adjacent to the Project Site.

*Guiding Principle 4: Transportation*

The Project creates no additional demand for transportation infrastructure. Xcel Energy will utilize the two new access drives that will be constructed off County Road 335 to access the Project Site during construction. If public roadway traffic controls are determined to be necessary, approval of Traffic Control Plans as applicable by the Town of New Castle will be obtained prior to construction activities. Following construction, no transportation impacts are anticipated.

See the response to Guiding Principle 3 regarding temporary impacts to Talbot Trail.

*Guiding Principle 5: Housing*

Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

No residential housing is located in the vicinity of the Project. Following construction, the Project will be compatible with the adjacent open space and Talbot Trail, as described in Section 8.2.

*Guiding Principle 6: Parks, Open Space & Trails*

See the response to Guiding Principle 3.

*Guiding Principle 7: Economy*

Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas. This Project will ensure continued delivery of economic, safe, and reliable electric service to customers in the Town of New Castle. This Project supports continued development and success of the Town of New Castle as it will strengthen the electric system for current customers, and also be able to accommodate future growth.

*Guiding Principle 8: Natural Environment*

Construction activities will follow BMPs for the management of wastes to avoid and minimize effects from potential spills or other releases to the environment. Construction and operation of the Project is not anticipated to impact wildlife habitat, dark night sky, or riparian corridors.

Short-term air quality effects are anticipated from a temporary increase in construction vehicles, which may increase fumes and fugitive dust. Dust will be suppressed using the application of water or other dust palliatives. Operation and maintenance activities are not anticipated to produce fumes or dust.

The Project design includes landscaping and screening to minimize visual impacts as described in Section 5.3.d and the Landscape Plan (Attachment B).

The Project Site will be stabilized to mitigate issues with the floodplain as described in Section 1.1 and the Site Plan (Attachment A).

*Guiding Principle 9: Mineral Extraction & Energy Development*

The Project will have no effect on the extraction of natural resources and energy development.

*Guiding Principle 10: Historic Downtown*

The Project will have no negative effect on the historic downtown. Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

*Guiding Principle 11: Schools*

The Project will have no effect on schools. Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to

continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

*Guiding Principle 12: Community Design*

The Project will have no effect on community design. Coal Ridge Substation is intended to replace the existing New Castle Substation and add capacity to Xcel Energy's system to continue to deliver electric power to existing and future customers in the Town of New Castle and other surrounding areas.

*Guiding Principle 13: Community Gateways*

The Project will have no negative effect on community gateways. The decommissioning of the existing New Castle Substation will remove the improvement within the Town of New Castle boundaries, along County Road 335 opening up and enhancing the gateway area.

*Guiding Principle 14: Intergovernmental Coordination & Cooperation*

The Project will have no effect on intergovernmental coordination. Xcel Energy will obtain all permits and approvals for the Project required prior to construction.

**8.5 THE TOWN HAS THE CAPACITY TO SERVE THE PROPOSED USE WITH WATER, SEWER, FIRE AND POLICE PROTECTION (17.84.050.A.5)**

The Project creates no additional demand for water, sewer, fire, or police protection, as it is a replacement and expansion of the nearby existing New Castle Substation. No new or upgraded public services or facilities are anticipated to be needed to serve the Project. The Project creates no additional demand for transportation infrastructure, educational facilities, housing, water, wastewater treatment or public transportation.

**9. IN CONSIDERING AN APPLICATION FOR A CONDITIONAL USE, THE TOWN COUNCIL MAY IMPOSE CONDITIONS ON THE APPLICATION TO ENSURE COMPLIANCE WITH THIS SECTION (17.84.050.B)**

Xcel Energy understands that the Town Council may impose conditions of approval on the application to ensure compliance with the Conditional Use Permit requirements.

## 10. REFERENCES

Town of New Castle. 2009a. Flood Plain – Address Map. Available online at: <https://www.newcastlecolorado.org/media/1496>. Accessed July 2025.

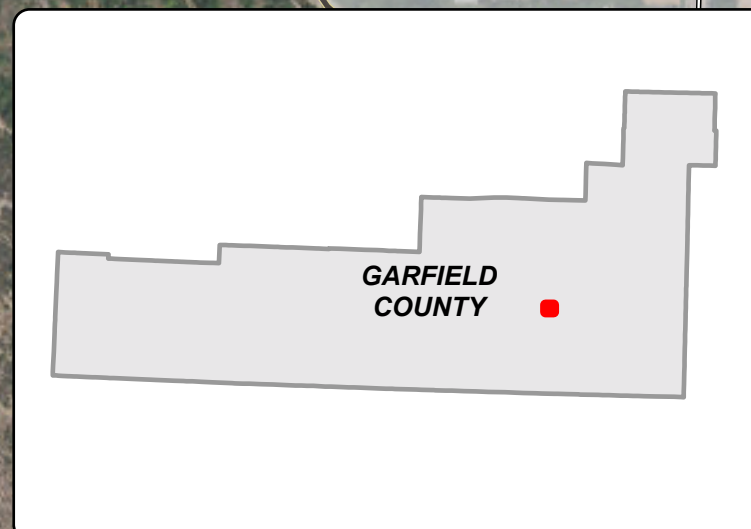
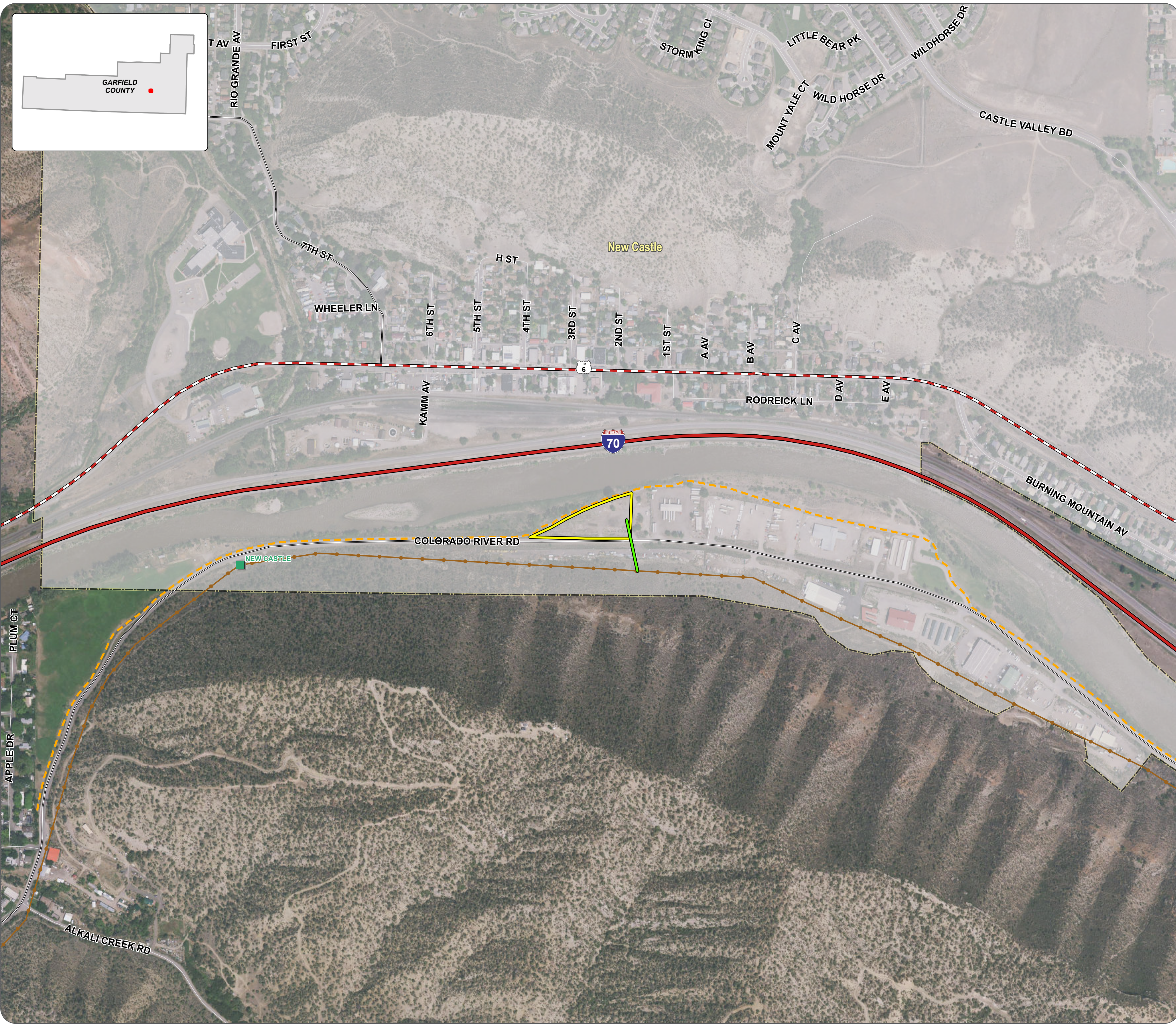
Town of New Castle. 2009b. Town of New Castle Comprehensive Plan. Available online at: <https://www.newcastlecolorado.org/media/2706>. Accessed July 2025.

Town of New Castle. 2024. Town of New Castle’s Code of Ordinances. Available online at: [https://library.municode.com/co/new\\_castle/codes/code\\_of\\_ordinances](https://library.municode.com/co/new_castle/codes/code_of_ordinances). Accessed July 2025.

Town of New Castle. 2025. Trails. Available online at: <https://www.newcastlecolorado.org/todo/page/trails>. Accessed July 2025.

# Figures

- Figure 1: Vicinity Map**
- Figure 2: Zoning Map**
- Figure 3: Water Resources Map**



# LEGEND

- Proposed Substation Site
- Transmission Line Interconnection
- Existing Electric Infrastructure**  
(HIFLD, 2023)
- Public Service Company of Colorado Substation
- 69kV Transmission Line
- Transportation**  
(CDOT, 2023)
- Interstate
- U.S. Highway
- Local Road
- North Talbot Trail
- Boundary**  
(CO DOLA, 2023)
- City of New Castle

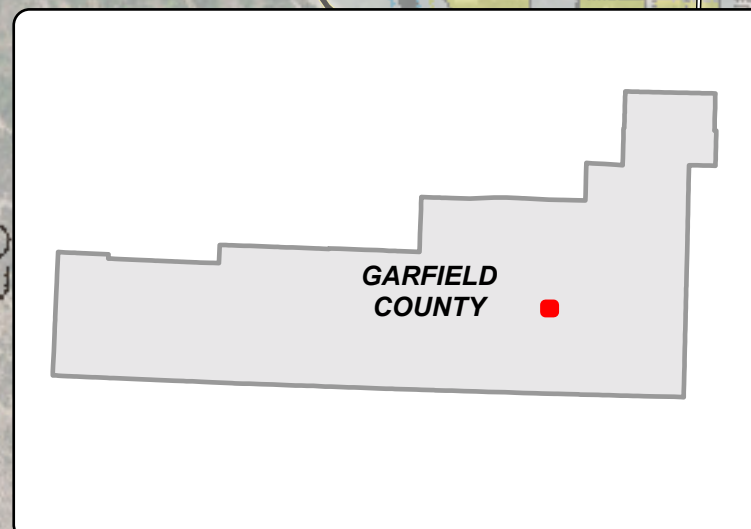
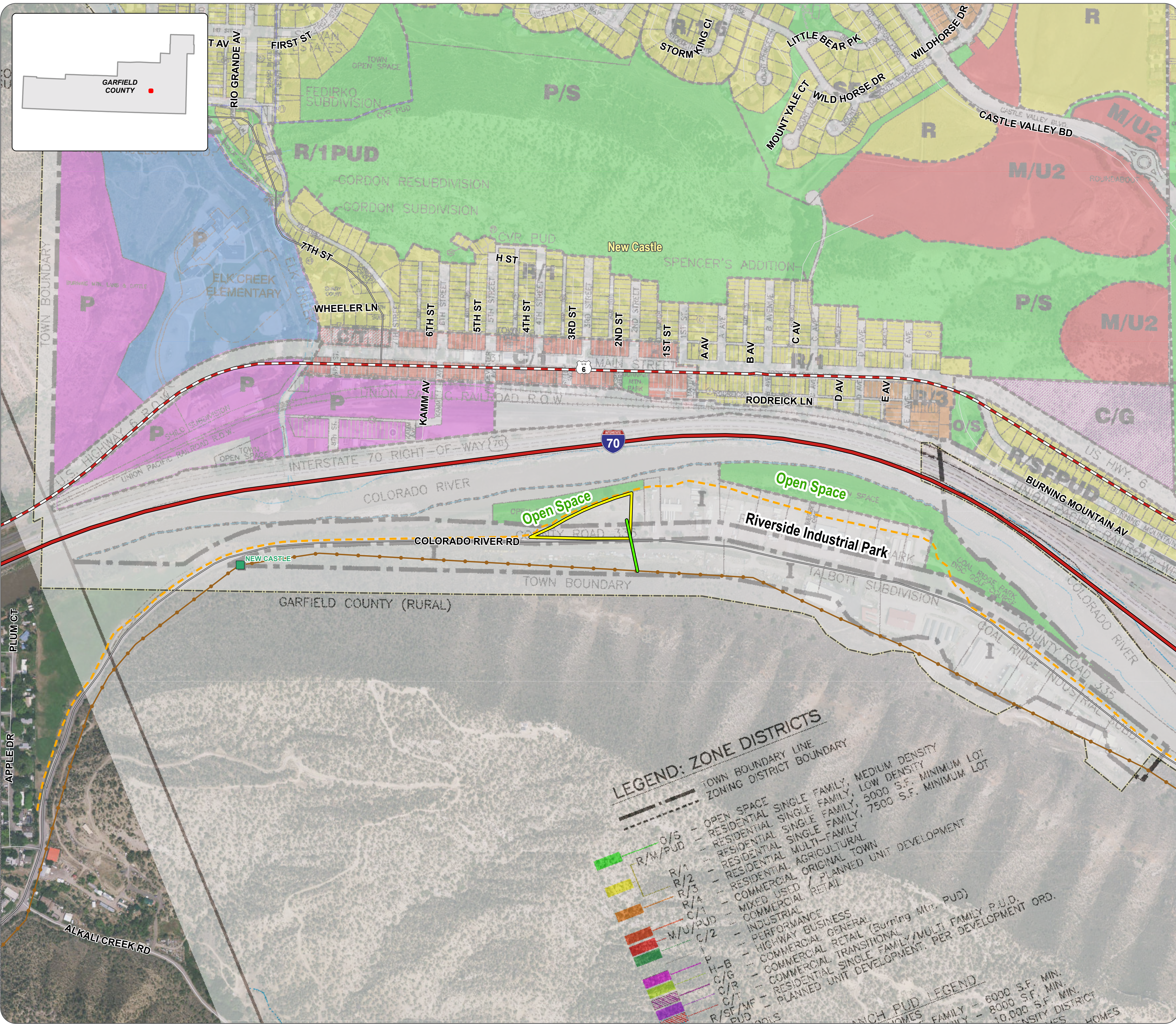


NOT FOR CONSTRUCTION

Revised | 9/15/2025

**Coal Ridge Substation Project**

Vicinity Map



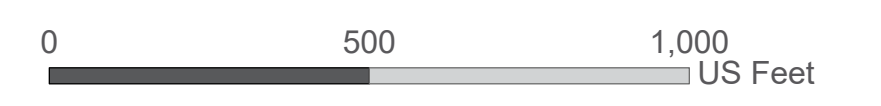
# LEGEND

- Proposed Substation Site
- Transmission Line Interconnection
- Existing Electric Infrastructure**  
(HIFLD, 2023)
- Public Service Company of Colorado Substation
- 69kV Transmission Line
- Transportation**  
(CDOT, 2023)
- Interstate
- U.S. Highway
- Local Road
- North Talbot Trail
- Boundary**  
(CO DOLA, 2023)
- City of New Castle
- \* Zoning**  
2013 New Castle Zoning Map

## LEGEND: ZONE DISTRICTS

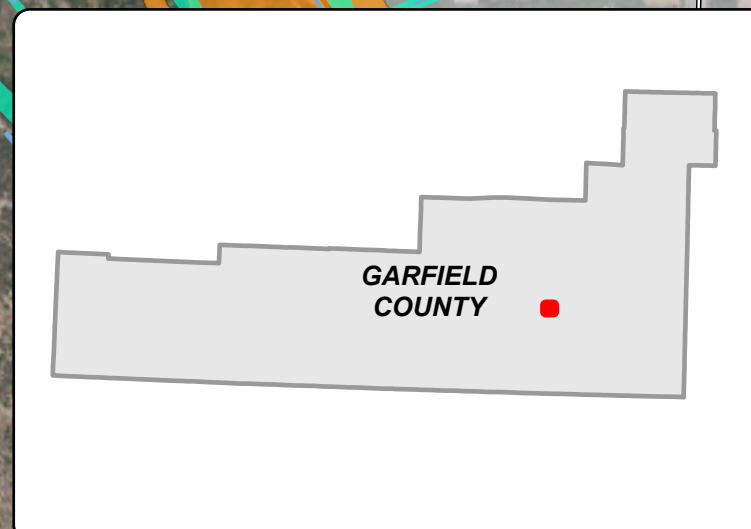
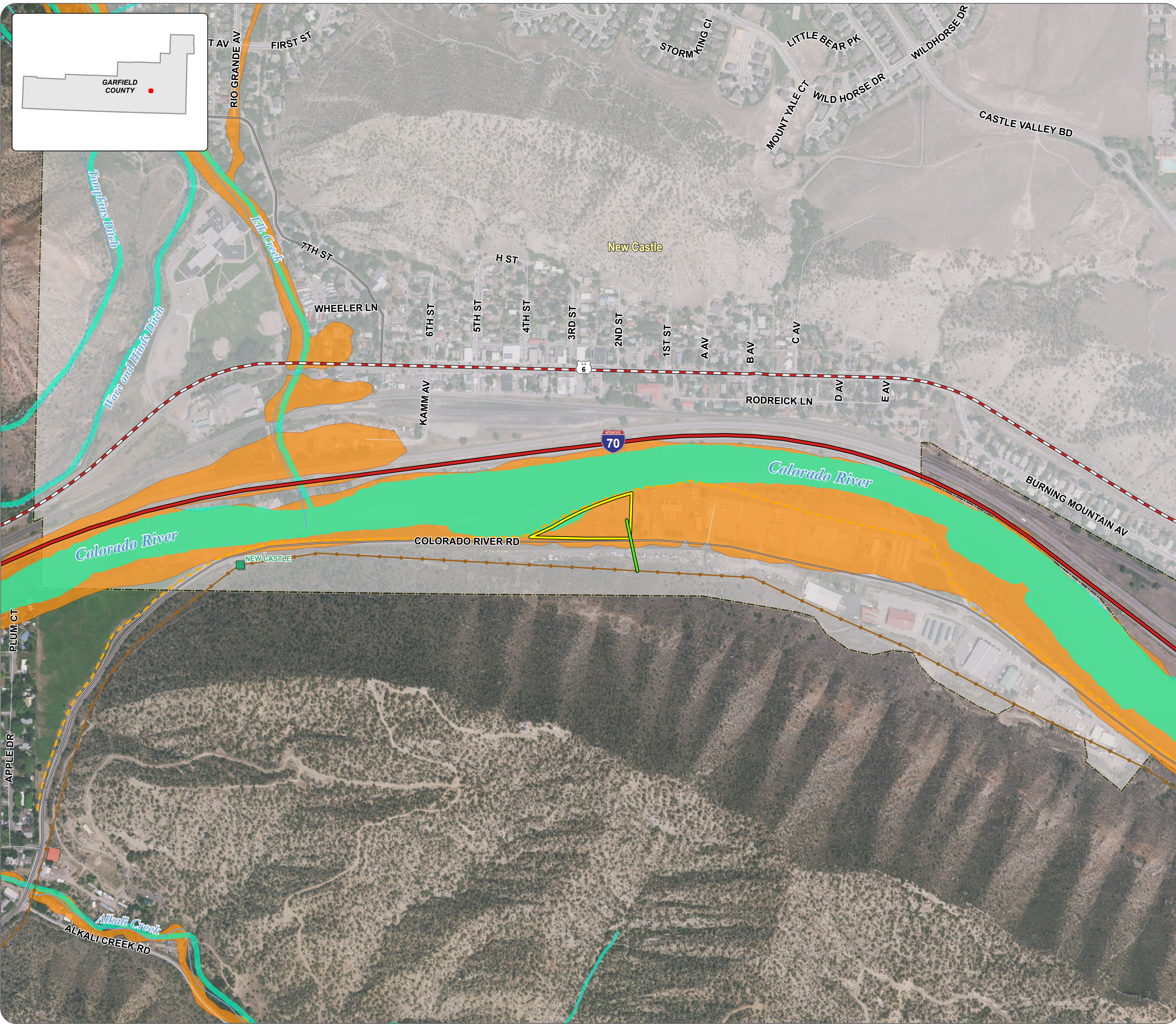
- TOWN BOUNDARY LINE
- ZONING DISTRICT BOUNDARY
- O/S - OPEN SPACE
- R/M/PUD - RESIDENTIAL SINGLE FAMILY, MEDIUM DENSITY
- R/1 - RESIDENTIAL SINGLE FAMILY, LOW DENSITY
- R/2 - RESIDENTIAL SINGLE FAMILY, 5000 S.F. MINIMUM LOT
- R/3 - RESIDENTIAL SINGLE FAMILY, 7500 S.F. MINIMUM LOT
- R/4 - RESIDENTIAL MULTI-FAMILY
- C/1 - COMMERCIAL AGRICULTURAL
- W/U/PUD - COMMERCIAL ORIGINAL TOWN
- C/2 - MIXED USED / PLANNED UNIT DEVELOPMENT
- P - COMMERCIAL RETAIL
- H-B - INDUSTRIAL
- C/G - PERFORMANCE
- C/R - HIGHWAY BUSINESS
- C/T - COMMERCIAL GENERAL
- R/SE/MF - COMMERCIAL RETAIL (Burning Mtn. PUD.)
- PUD - COMMERCIAL TRANSITIONAL
- PUD - RESIDENTIAL SINGLE FAMILY/MULTI FAMILY P.U.D.
- PUD - PLANNED UNIT DEVELOPMENT, PER DEVELOPMENT ORD.

Coal Ridge Substation Project



NOT FOR CONSTRUCTION

Revised | 9/16/2025



# LEGEND

- Proposed Substation Site
- Transmission Line Interconnection
- Existing Electric Infrastructure**  
(HIFLD, 2023)
  - Public Service Company of Colorado Substation
  - 69kV Transmission Line
- Transportation**  
(CDOT, 2023)
  - Interstate
  - U.S. Highway
  - Local Road
  - North Talbot Trail
- Boundary**  
(CO DOLA, 2023)
  - City of New Castle
- Water Resources**  
(Garfield County 2025, NHD 2024, NWI 2024)
  - Perennial Stream
  - Intermittent Stream
  - Canal Ditch
  - NWI Wetland
  - FEMA Floodplain

**Coal Ridge Substation Project**



NOT FOR CONSTRUCTION Revised | 9/15/2025

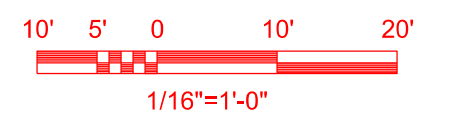
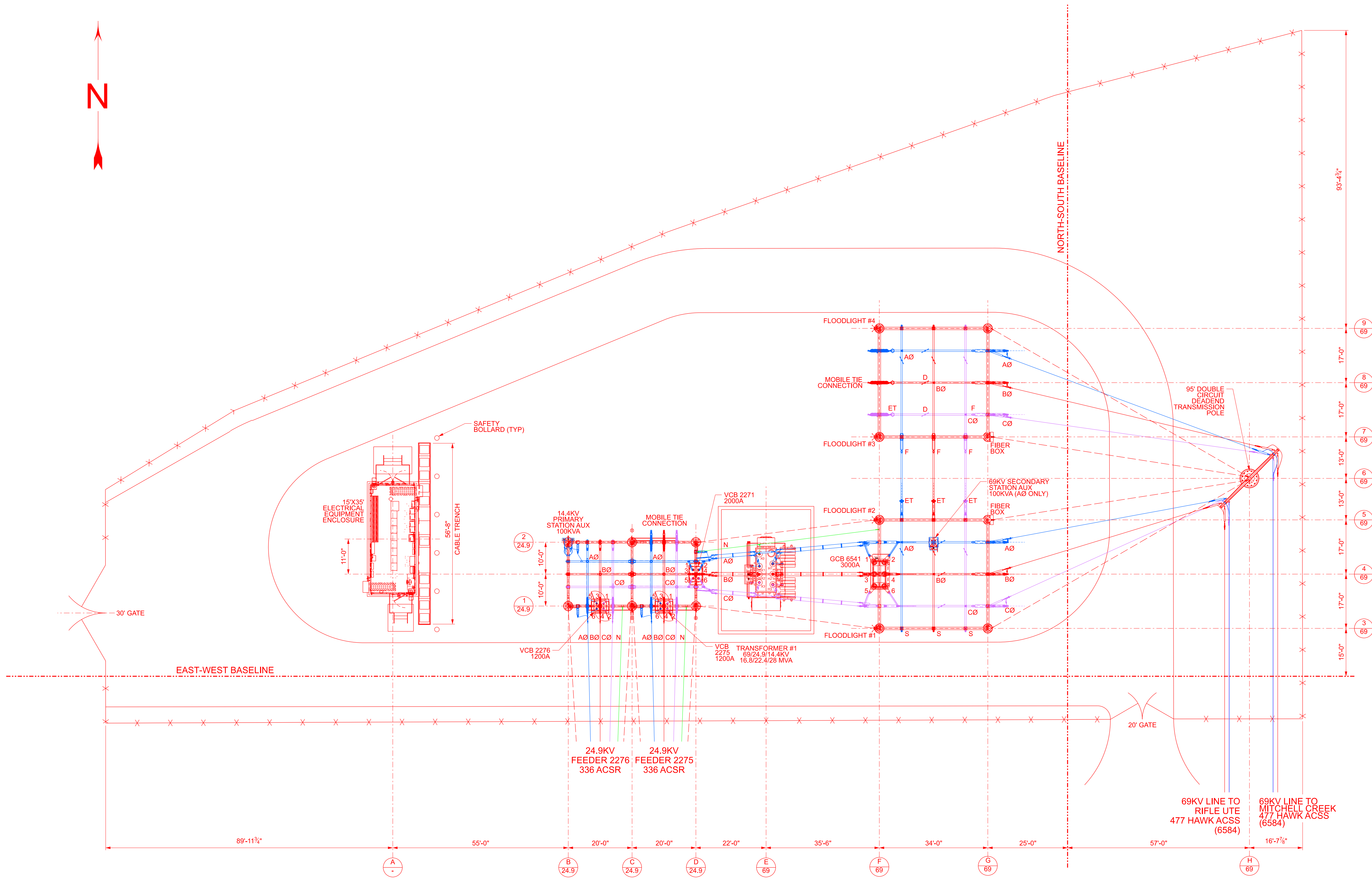
**ATTACHMENT A: SITE PLAN**





LEGEND	
	FLOODLIGHT
	STATIC WIRE
	CHAINLINK FENCE
	BASELINE
	COLUMN NUMBER

FLOODLIGHTS 1-4 SPECIFICATION				
MANUFACTURER/ PART #	WATTAGE	LUMENS	COLOR TEMP.	LIGHT COLOR
RAB / X17XFU35	35 W	5,034 LUMENS	3000K 4000K 5000K	BRONZE



**PRELIMINARY  
NOT FOR CONSTRUCTION**

911 ADDRESS  
6385 COUNTY ROAD 335  
NEW CASTLE, CO 81647  
LATITUDE: 39°34'8.41" N  
LONGITUDE: 107°31'57.77" W

THIS PE SEAL IS ONLY APPLICABLE TO THE CURRENT CONSTRUCTION REVISION

ISSUED BY ENGINEERING DEPT FOR: **PRELIMINARY**

THIS MAP/DOCUMENT IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOBS. YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING SAFETY PRACTICES, PROCEDURES AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS, MANUALS AND SPARS.

INTERNAL INFORMATION: DO NOT COPY OR DISTRIBUTE WITHOUT EXPRESS WRITTEN CONSENT FROM XCEL ENERGY

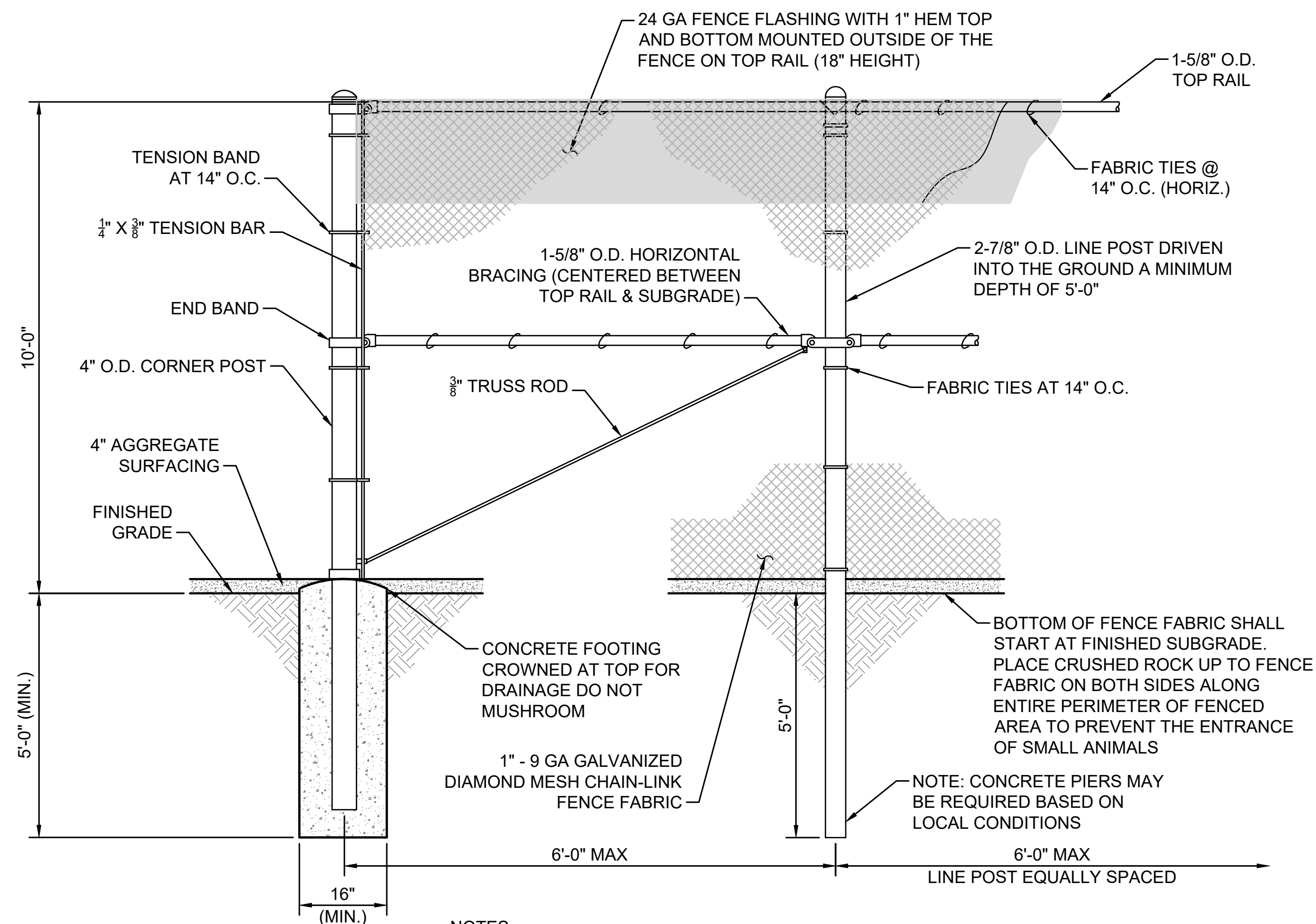
**COAL RIDGE SUBSTATION** **CORI**

**69/24.9KV SUBSTATION** **LIGHTING LAYOUT**

Xcel Energy® 0999-010.001S02 SCALE 1/16"=1'-0" REV 0

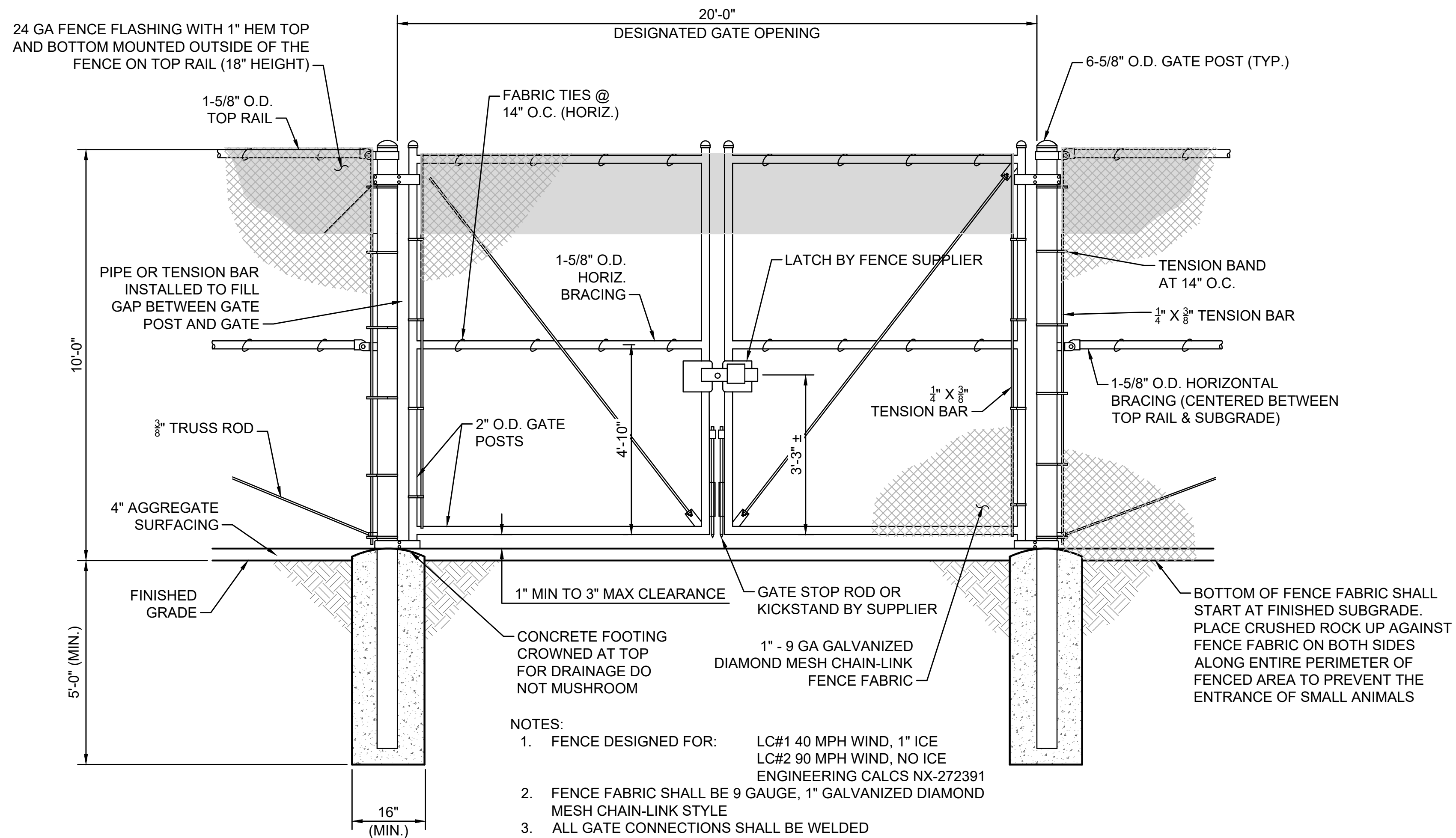
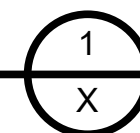
REV	DATE	WBS 4	REVISION DESCRIPTION	REV	DATE	WBS 4	REVISION DESCRIPTION	REV	DATE	WBS 4	REVISION DESCRIPTION

9/19/2023 3:50:56 PM 0999-010.001S02.DWG



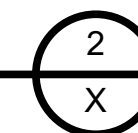
- NOTES:
- FENCE DESIGNED FOR: LC#1 40 MPH WIND, 1" ICE  
LC#2 90 MPH WIND, NO ICE  
ENGINEERING CALCS NX-272391
  - FENCE FABRIC SHALL BE 9 GAUGE, 1" GALVANIZED DIAMOND MESH CHAIN-LINK STYLE
  - FENCE FLASHING SHALL BE 24 GA W/ 1" HEM TOP & BOTTOM MOUNTED OUTSIDE OF FENCE ON TOP
  - ALL PIPE MATERIAL SHALL BE SCH.40

10' CHAIN-LINK FENCE DETAIL  
NOT TO SCALE



- NOTES:
- FENCE DESIGNED FOR: LC#1 40 MPH WIND, 1" ICE  
LC#2 90 MPH WIND, NO ICE  
ENGINEERING CALCS NX-272391
  - FENCE FABRIC SHALL BE 9 GAUGE, 1" GALVANIZED DIAMOND MESH CHAIN-LINK STYLE
  - ALL GATE CONNECTIONS SHALL BE WELDED
  - PIPE OR TENSION BAR INSTALLED SHALL FILL GAP BETWEEN THE GATE POST & GATE
  - FENCE FLASHING SHALL BE 24 GA W/ 1" HEM TOP & BOTTOM MOUNTED OUTSIDE OF FENCE ON TOP
  - ALL PIPE MATERIAL SHALL BE SCH.40

20' DOUBLE SWING DRIVE GATE  
NOT TO SCALE



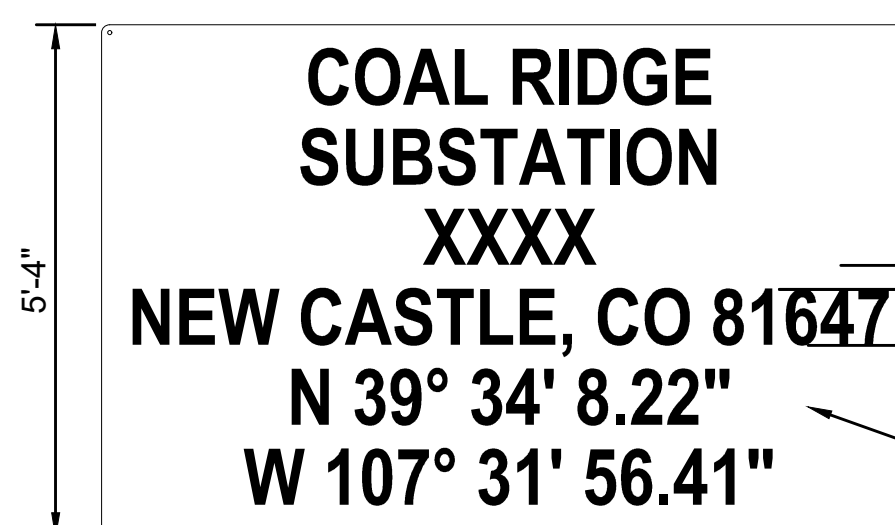
\*\*911 ADDRESS HAS NOT BEEN ASSIGNED YET AND WILL BE UPDATED BEFORE THE SIGN IS FABRICATED\*\*



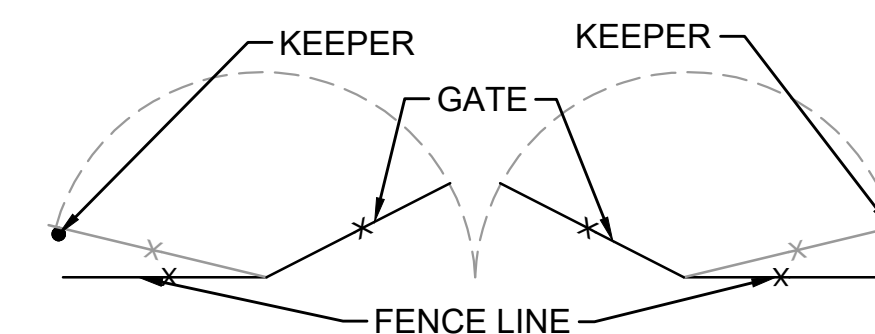
TYPICAL NO TRESPASSING SIGN DETAIL  
NOT TO SCALE



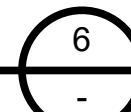
TYPICAL WARNING SIGN DETAIL  
NOT TO SCALE



TYPICAL NAME PLATE SIGN DETAIL  
NOT TO SCALE



GATE CATCH LOCATION DETAIL  
NOT TO SCALE



ISSUED BY ENGINEERING DEPT FOR: PRELIMINARY

THIS MAP/DOCUMENT IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOBS. YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING SAFETY PRACTICES, PROCEDURES AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS, MANUALS AND SPARS.

INTERNAL INFORMATION. DO NOT COPY OR DISTRIBUTE WITHOUT EXPRESS WRITTEN CONSENT FROM XCEL ENERGY

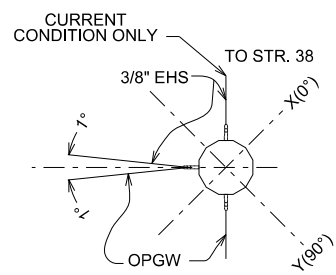
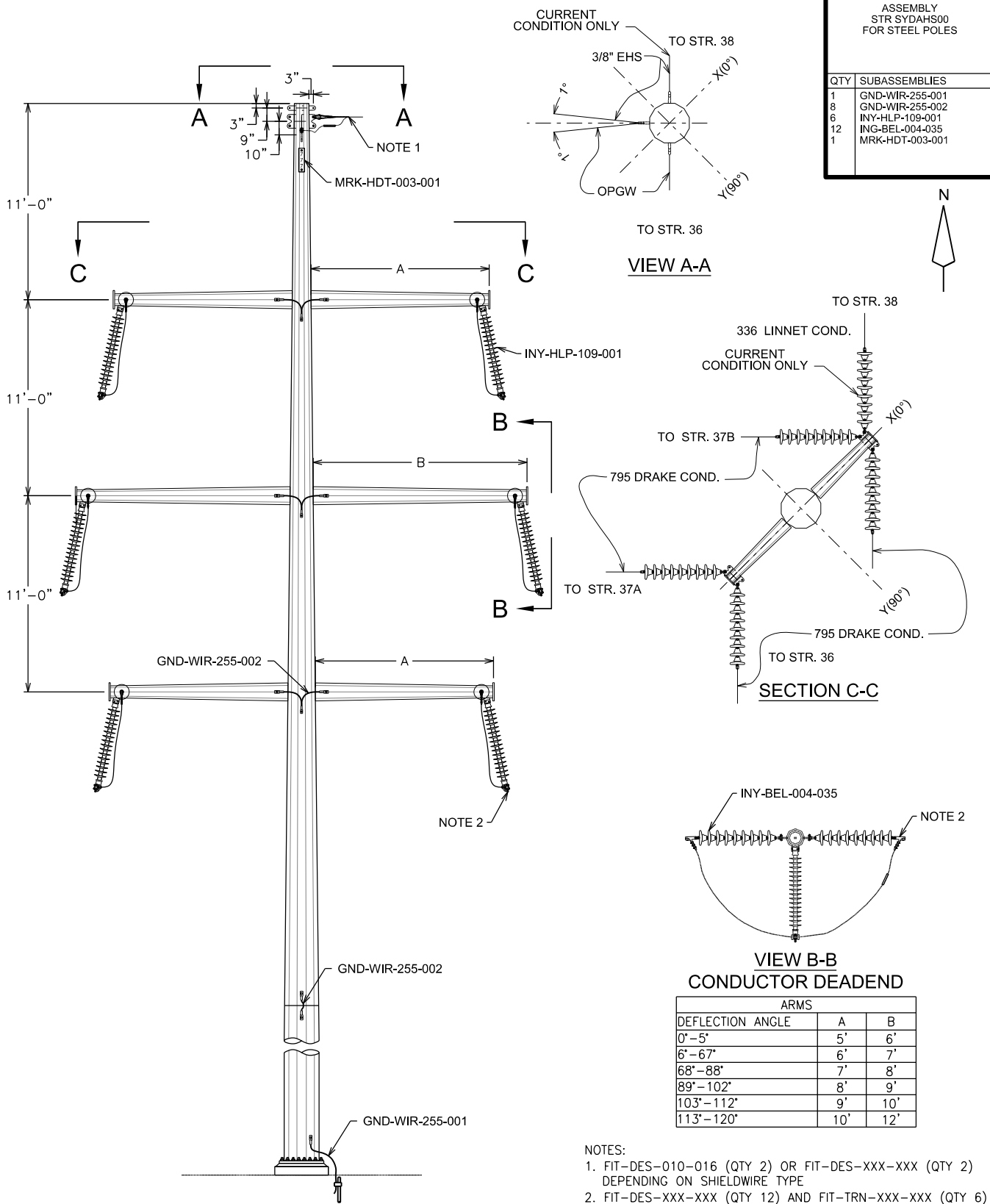
XCEL STANDARD FENCE DETAIL  
CONTOUR AND GRADING LAYOUT  
FENCE DETAILS



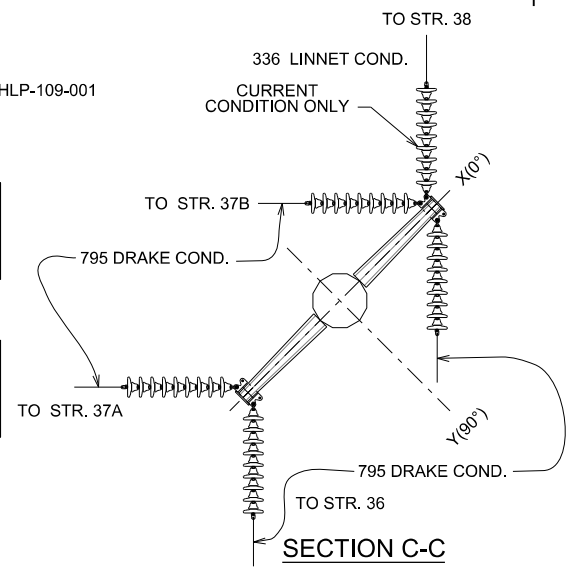
SCALE 1/2"=1'-0"  
REV 0

REV	DATE	WBS 4	REVISION DESCRIPTION	REV	DATE	WBS 4	REVISION DESCRIPTION	REV	DATE	WBS 4	REVISION DESCRIPTION

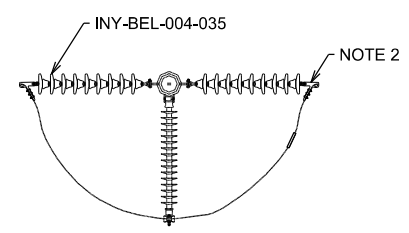
QTY	SUBASSEMBLIES
1	GND-WIR-255-001
8	GND-WIR-255-002
6	INY-HLP-109-001
12	ING-BEL-004-035
1	MRK-HDT-003-001



TO STR. 36  
**VIEW A-A**



**SECTION C-C**



**VIEW B-B  
CONDUCTOR DEADEND**

DEFLECTION ANGLE	ARMS	
	A	B
0° - 5°	5'	6'
6° - 67°	6'	7'
68° - 88°	7'	8'
89° - 102°	8'	9'
103° - 112°	9'	10'
113° - 120°	10'	12'

- NOTES:
- FIT-DES-010-016 (QTY 2) OR FIT-DES-XXX-XXX (QTY 2) DEPENDING ON SHIELDWIRE TYPE
  - FIT-DES-XXX-XXX (QTY 12) AND FIT-TRN-XXX-XXX (QTY 6) DEPENDING ON CONDUCTOR TYPE

THIS MAP/DOCUMENT IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOBS.YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING SAFETY PRACTICES, PROCEDURES AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS, MANUALS AND SPARS.

INTERNAL INFORMATION: DO NOT COPY OR DISTRIBUTE WITHOUT EXPRESS WRITTEN CONSENT FROM XCEL ENERGY

**DCP TAP - CLOVERLY STR. 37**  
DOUBLE CIRCUIT DEADEND  
VERTICAL WITH ARMS, ANCHOR BOLT FOUNDATION

**115kV**



**SYDAH SZB**

SCALE  
**NONE**

REV  
**0**

**ATTACHMENT B: LANDSCAPE PLAN**

**PLANT SCHEDULE**

CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	MATURE HEIGHT	MATURE WIDTH
<b>DECIDUOUS TREES</b>							
HAC	3	Celtis occidentalis	Common Hackberry	2" Cal.	B&B	40 - 65ft. ht.	40 - 65ft. w.
HPS	9	Celtis occidentalis 'JFS-KSU1'	Prairie Sentinel® Hackberry	2" Cal.	B&B	40 - 65ft. ht.	10 - 15ft. w.
OKS	8	Quercus x warei 'Nadler'	Kindred Spirit® Oak	2" Cal.	B&B	25 - 40ft. ht.	6 - 10ft. w.
<b>EVERGREEN TREES</b>							
AUS	2	Pinus nigra	Austrian Pine	6' Ht.	B&B	40 - 65ft. ht.	25 - 40ft. w.
<b>EVERGREEN SHRUBS</b>							
MMC	19	Cercocarpus ledifolius	Curly-leaf Mountain Mahogany	#5	Pot	10 - 15ft. ht.	6 - 10ft. w.
WBL	11	Juniperus scopulorum 'Wichita Blue'	Wichita Blue Juniper	#5	Pot	10 - 15ft. ht.	3 - 6ft. w.
<b>NATIVE SEED MIX: PBSI FOOTHILLS NATIVE MIX OR APPROVED EQUAL.</b>							
CONTACT: PAWNEE BUTTES SEED, INC. 605 25TH ST., GREELEY, CO P: (970) 356-7002							

**LEGEND**

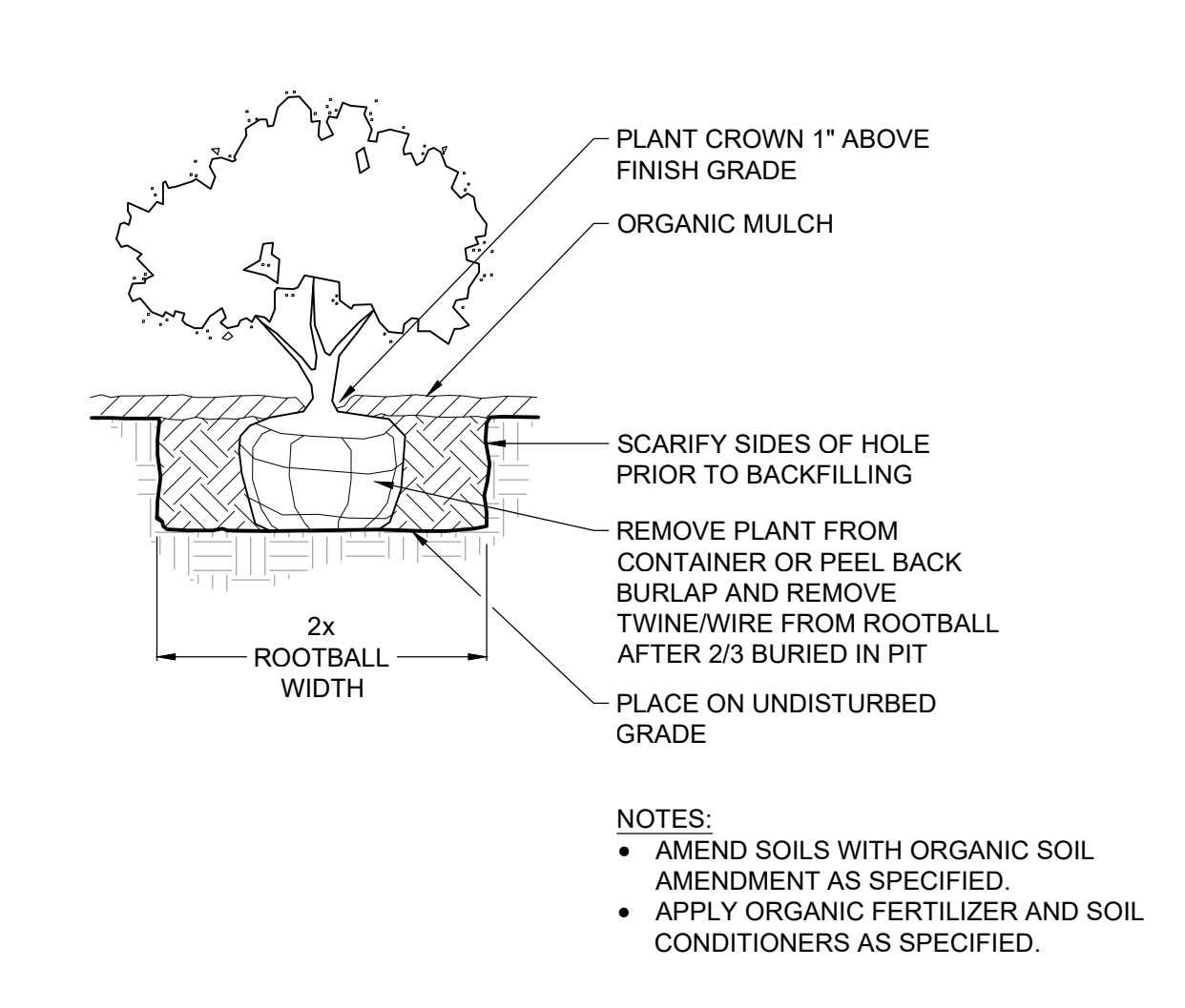
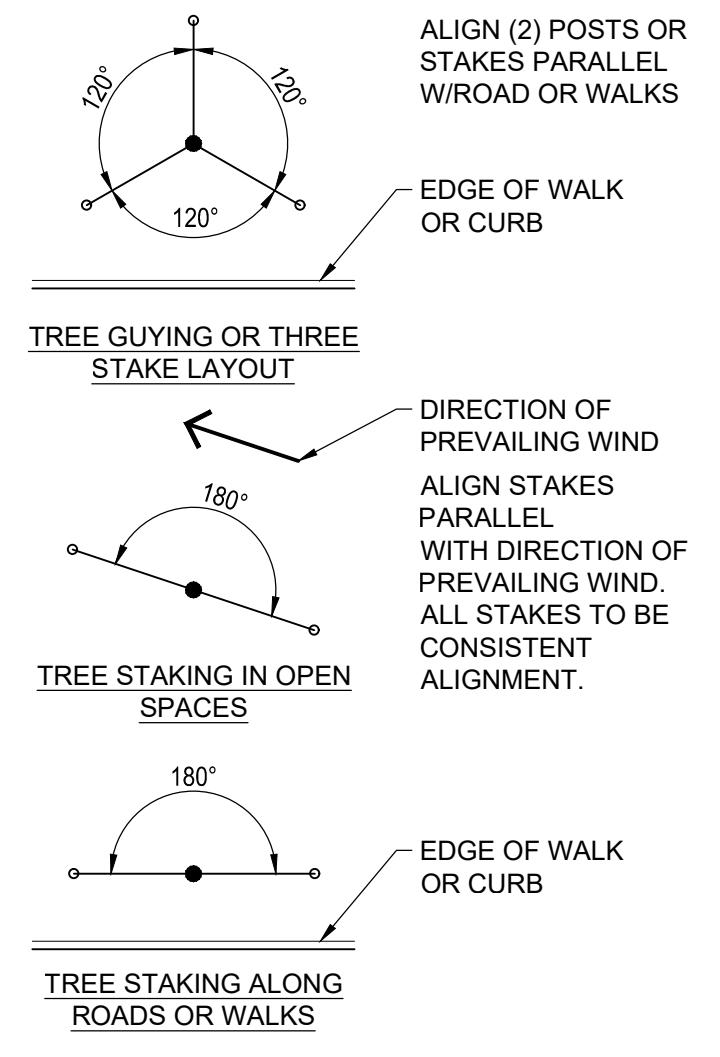
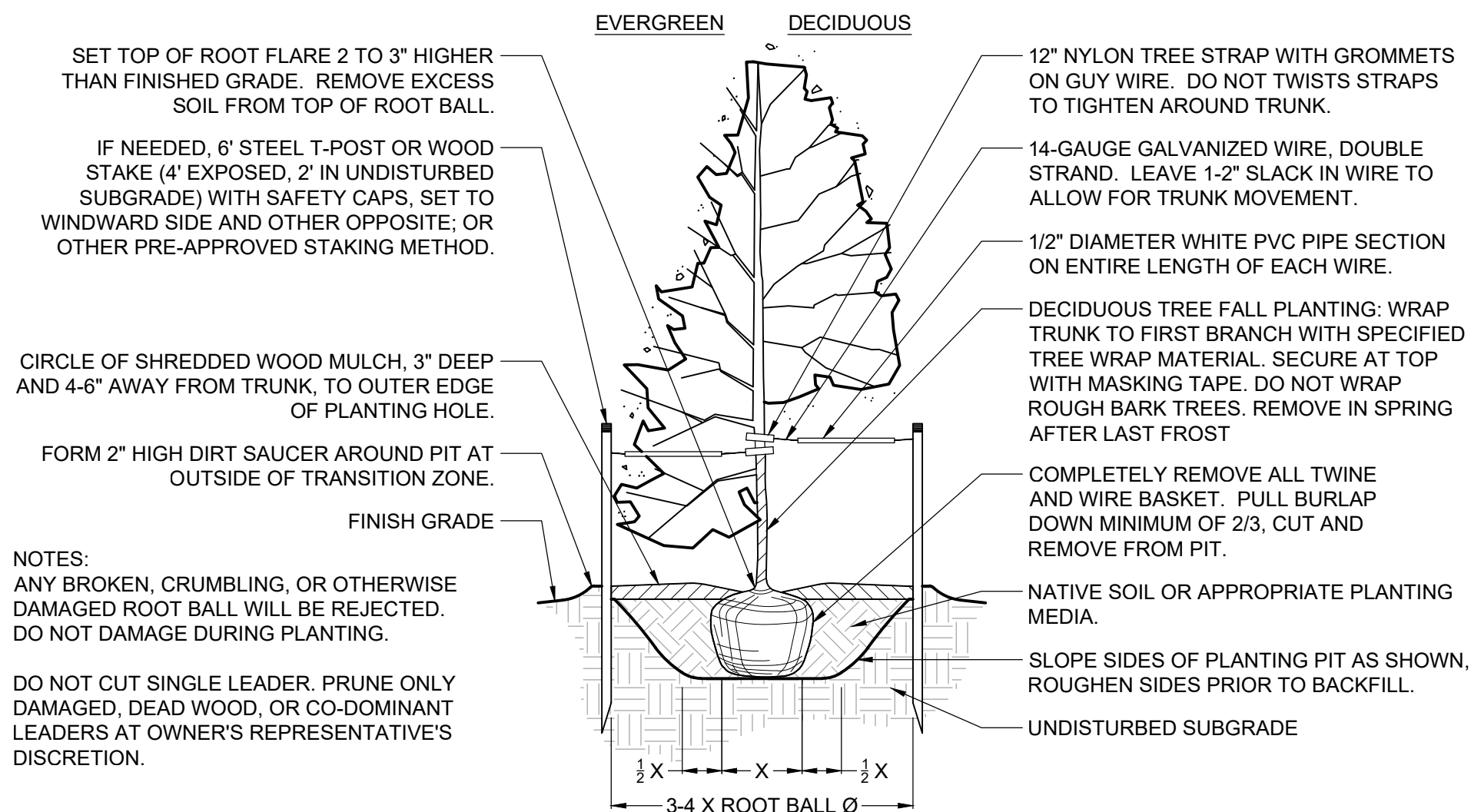
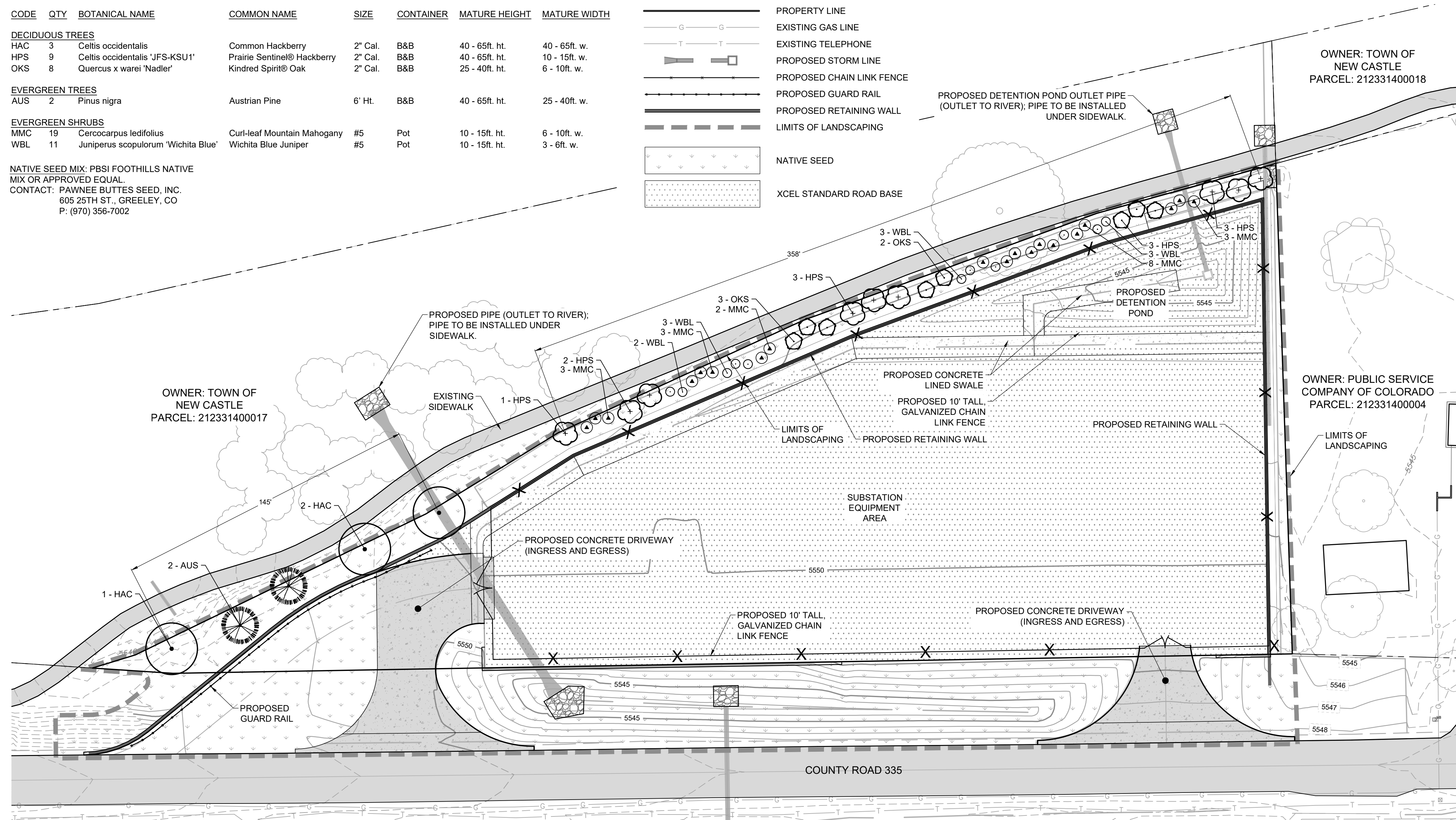
	PROPERTY LINE
	EXISTING GAS LINE
	EXISTING TELEPHONE
	PROPOSED STORM LINE
	PROPOSED CHAIN LINK FENCE
	PROPOSED GUARD RAIL
	PROPOSED RETAINING WALL
	LIMITS OF LANDSCAPING
	NATIVE SEED
	XCEL STANDARD ROAD BASE

**LANDSCAPE NOTES:**

- THE CONTRACTOR SHALL REVIEW ALL LANDSCAPE, GRADING, AND CIVIL DRAWINGS BEFORE STARTING WORK.
- THE CONTRACTOR SHALL COORDINATE WITH UTILITIES, GRADING, DRAINAGE, PAVING, SLEEVES, AND EROSION CONTROL PER CIVIL PLANS.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL LABOR, MATERIALS, TOOLS, PERMITS, TAXES, AND INSURANCE NECESSARY TO COMPLETE THE WORK.
- THE CONTRACTOR SHALL HOLD A PRE-CONSTRUCTION MEETING WITH THE OWNER OR REPRESENTATIVE AT LEAST 7 DAYS BEFORE WORK BEGINS.
- ALL EARTHWORK AND PLANTING SHALL BE COORDINATED WITH THE OWNER OR REPRESENTATIVE PRIOR TO STARTING.
- THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL FIELD DIMENSIONS AND REPORTING DISCREPANCIES BEFORE PROCEEDING.
- CHANGES TO THE WORK SHALL NOT BE PERFORMED WITHOUT WRITTEN APPROVAL FROM THE OWNER OR REPRESENTATIVE.
- THE CONTRACTOR IS SOLELY RESPONSIBLE FOR QUALITY CONTROL OF ALL WORK.
- SUBSTANTIAL COMPLETION INSPECTION SHALL BE REQUESTED IN WRITING; THE SITE MUST BE CLEAN AND FREE OF DEBRIS PRIOR TO ACCEPTANCE.
- ANY DEFECTIVE WORK SHALL BE REPLACED OR RE-EXECUTED AT THE CONTRACTOR'S COST.
- THE CONTRACTOR IS RESPONSIBLE FOR SCHEDULING AND FACILITATING REQUIRED INSPECTIONS: WEED CONTROL, COMPOST AMENDMENT, POST-TILLING, POST-PLANTING, AND FINAL COMPLETION.
- NOXIOUS WEEDS MUST BE ERADICATED USING LICENSED APPLICATORS AND APPROVED HERBICIDES.
- TOPSOIL MUST BE FERTILE, FRIABLE, AND FREE OF DEBRIS.
- COMPACTED SOILS MUST BE RIPPED TO 12" DEPTH IN ROWS NO GREATER THAN 18" APART.
- ORGANIC COMPOST SHALL BE INCORPORATED AT A MINIMUM OF 4 CUBIC YARDS PER 1,000 SQ. FT., TILLED TO 6".
- ORGANIC FERTILIZER AND SOIL CONDITIONERS MUST BE APPLIED PER MANUFACTURER'S INSTRUCTIONS.
- FINE GRADING MUST ENSURE SMOOTH FINISH, POSITIVE DRAINAGE, AND DEBRIS-FREE SURFACES.
- PLANT MATERIAL MUST BE INSTALLED PER PLANS BETWEEN MARCH 1-OCTOBER 15, AND ONLY AFTER IRRIGATION IS OPERATIONAL.
- OWNER APPROVAL IS REQUIRED FOR PLANT SUBSTITUTIONS, STAKING, SPACING, ADJUSTMENTS, AND NURSERY SELECTIONS.
- ALL PLANT MATERIAL MUST BE HEALTHY, PEST-FREE, DROUGHT-TOLERANT, AND MEET ANSI Z60.1 STANDARDS; EXISTING TREES MUST BE PROTECTED THROUGHOUT CONSTRUCTION.
- IRRIGATION: TEMPORARY IRRIGATION SHALL BE PROVIDED TO TREES AND SHRUBS THROUGHOUT THE TWO-YEAR ESTABLISHMENT PERIOD. PERMANENT IRRIGATION SYSTEMS ARE NOT PROPOSED FOR THIS PROJECT.

**LANDSCAPE MATERIALS**

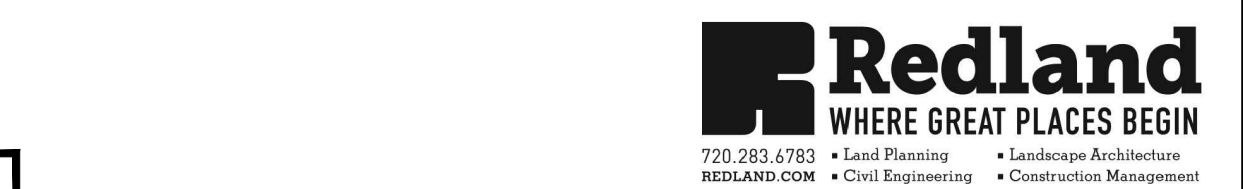
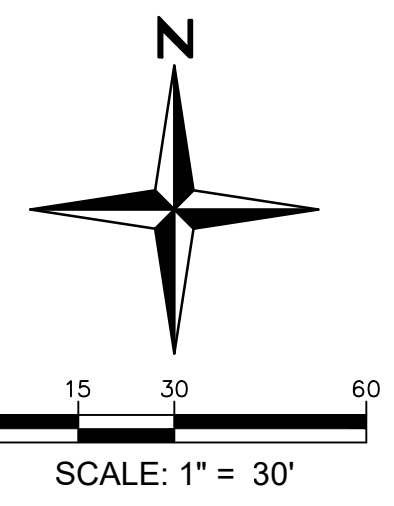
- ORGANIC SOIL AMENDMENTS:**  
RECOMMENDED SUPPLIER: A1 ORGANICS, EATON, CO (970-454-3492) PREMIUM 3 CONTRACTOR CLASS II COMPOST OR APPROVED EQUAL.
- ORGANIC FERTILIZER AND SOIL CONDITIONERS:**  
GRANULAR ENDO MYCORRHIZAE, MENEFFEE GRANULAR HUMATE AND BIOSOL FORTE (7-2-1).  
RECOMMENDED SUPPLIER: ROCKY MOUNTAIN BIO PRODUCTS, 10801 E. 54TH AVENUE, DENVER, CO 80239 (303-696-8960), CONTACT: TOM BOWMAN.  
TYPICAL APPLICATION RATE IS 1,000 LBS BIOSOL, 500 LBS HUMATE, AND 20 LBS GRANULAR MYCORRHIZAE PER ACRE. A ROCKY MOUNTAIN PLANTERS KIT, A PREMIXED BLEND OF ALL THREE PRODUCTS, IS AVAILABLE. EACH KIT COVERS 1,500-2,000 SF.  
INCORPORATING ORGANIC FERTILIZER AND SOIL CONDITIONERS AT PLANTING IS ESSENTIAL TO IMPROVE SOIL STRUCTURE, NUTRIENT AVAILABILITY, AND MOISTURE RETENTION, ENSURING PROPER ESTABLISHMENT OF THE TREES, SHRUBS, AND NATIVE GRASS SEED.
- WOOD MULCH:** TO BE "CASCADE CEDAR MULCH", A DISTINCTIVE LOOKING WOOD MULCH MEDIUM BROWN IN APPEARANCE WITH A FINE TEXTURED "HAIR-LIKE" LOOK. THE WOOD FIBERS WILL BE APPROXIMATELY 1 1/2" - 3 1/2" IN LENGTH AND BE UNIFORM IN APPEARANCE. INSTALL PER THE PLANTING DETAIL TO A DEPTH OF 4". INSTALL AT THE BASE OF EACH TREE AND SHRUB PER DETAIL.  
MULCHED BED AREAS WILL NOT INCLUDE WEED BARRIER FABRIC.



Landscape Requirements Zone District: Industrial				
Code Section	Property Line Length	Required	Provided	
17.52.060 - Zone requirements: D. All property lines adjacent to the New Castle public parks are to be screened with trees and shrubs approved by the New Castle parks and recreation committee, and shall be in compliance with the tree city requirements as specified in Chapter 12.20. All property which is not adjacent to the New Castle public parks shall be screened with trees and shrubs on at least twenty-five (25) percent of their private property lies in compliance with Chapter 12.20, and with the approval of the New Castle parks and recreation committee. Review of screening by the parks and recreation committee shall be completed prior to the issuance of a building permit.	1,440 LF	360 LF	503 LF	

**1 TREE PLANTING**  
SCALE: NTS

**2 SHRUB PLANTING**  
SCALE: NTS



ISSUED BY ENGINEERING DEPT FOR: PERMITTING  
THIS MAP/DRAWING IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOBS. YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING SAFETY PRACTICES, PROCEDURES AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS, MANUALS AND SPARS.  
INTERNAL INFORMATION. DO NOT COPY OR DISTRIBUTE WITHOUT EXPRESS WRITTEN CONSENT FROM XCEL ENERGY

**COAL RIDGE SUBSTATION LANDSCAPE PLAN** **COAL**

REV	DATE	WBS 4	REVISION DESCRIPTION	REV	DATE	WBS 4	REVISION DESCRIPTION	REV	DATE	WBS 4	REVISION DESCRIPTION
0A	2024/09/09	A.0000103.004.001.003	EXHIBIT								

X:\P\2024\09\09\20240909\20240909\_001.DWG 9/8/2025 11:41:36 AM

**ATTACHMENT C: LAND DEVELOPMENT APPLICATION FORM**



Planning Department  
 (970) 984-2311  
 Email:  
 psmith@newcastlecolorado.org

Town of New Castle  
 PO Box 90  
 450 W. Main Street  
 New Castle, CO 81647

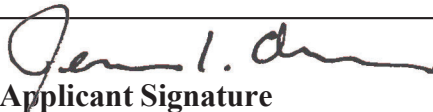
**LAND DEVELOPMENT APPLICATION**

Note: All land use applications must be filed with the Town Clerk. Please consult the Town Planner for codes specific to the Land Development Application. All application materials are subject to the Colorado Open Records Act (CORA), C.R.S. §24-72-201 to 207.

<b>Applicant:</b> Public Service Company of Colorado, a Colorado corporation conducting business as Xcel Energy	
<b>Address:</b> 3500 Blake Street, Denver CO 80205	<b>Phone:</b> <b>E-mail:</b> 303.285.6533 jennifer.l.chester@xcelenergy.com
<b>Property Owner:</b> Public Service Company of Colorado	
<b>Address:</b> 3500 Blake Street, Denver CO 80205	<b>Phone:</b> <b>E-mail:</b>
<b>Contact Person:</b> Cory Miller, Xcel Energy, Principal Agent, Siting & Land Rights	
<b>Address:</b> 3500 Blake Street, Denver CO 80205	<b>Phone:</b> <b>E-mail:</b> 303-285-6765, cory.r.miller@xcelenergy.com
<b>Property Location/Address:</b> 6385 County Road 335, New Castle, CO 81647	
<b>Legal Description:</b> Sec 31 T 5 R 90 A TR IN NWSE, EXCEPT A TR OF LAND CONT 2.478 AC +/- AS DESC IN SWD#737823 STATE ASSESSED	<b>Acres:</b> <b>2.478</b>
<b>Existing Zone (e.g., Residential R-1, Commercial C-1):</b> Industrial (I)	<b>Existing Land Use:</b> Industrial/utility

**TYPE(S) OF LAND USE(S) REQUESTED**

- |  |   |
|--|---|
| <input type="checkbox"/> Pre-Annexation Agreement  | <input checked="" type="checkbox"/> Conditional Use Permit or Special Review Use Permit |
| <input type="checkbox"/> Annexation  | <input type="checkbox"/> Lot Line Adjustment or Dissolution                             |
| <input type="checkbox"/> Subdivision (including Minor and Major Subdivisions, Lot Splits, Sketch Plans, Subdivision Preliminary Plans, Subdivision Final Plans, & Condominiumizations) | <input type="checkbox"/> Site Specific Development Plan/Vested Rights                   |
| <input type="checkbox"/> Amended Plat  | <input type="checkbox"/> Variance   |
| <input type="checkbox"/> Planned Unit Development (including PUD Sketch Plans, Preliminary PUD Development Plans, PUD Master Plans and Final PUD Development Plans)                    | <input type="checkbox"/> Zoning   |
| <input type="checkbox"/> Master Plan Amendment   | <input type="checkbox"/> Zoning Amendment   |
|  | <input type="checkbox"/> Re-zoning  |
|  | <input type="checkbox"/> Watershed Permit   |

	10/16/25
<b>Applicant Signature</b>	<b>Date</b>



## AGREEMENT TO PAY CONSULTING AND ADMINISTRATIVE COSTS

Pursuant to municipal code section 16.08.070, for any land use application, the applicant shall pay all costs incurred by the town for the preparation of plats, plans, other required data and documents, recording fees, publication costs, legal and engineering review and advice, planning review and advice, inspections and all other out-of-pocket costs incurred by the town in connection with the land use application. In the case of withdrawal or denial of a land use application, the applicant shall be responsible for all costs actually incurred by the town in connection with such application regardless of the state of the review process at which the application is withdrawn or denied.

To secure payment of costs incurred by the town, the owner of the land proposed for development (and the applicant, if different) shall be required to sign the following agreement:

*By signing below, the applicant and property owner hereby agree to reimburse the Town the actual costs to the Town for engineering, planning, surveying, legal services, and all other costs incurred by the Town in connection with the review and approval of the land use application. I also agree to reimburse the Town for the cost of making any correction or additions to the master copy of the official Town map and for any fees for recording any plats and accompanying documents with the County Clerk and Recorder of Garfield County. I agree that interest shall be imposed at the rate of 1.5% per month on all balances not paid within thirty (30) days of a statement. In the event the Town pursues collection of any amounts due and unpaid, the Town shall be entitled to collect attorney's fees and costs. In addition to all other remedies allowable by law, I agree that in the event any amounts remain due and unpaid for sixty (60) days the Town shall have the power and authority to certify such amounts, plus a ten percent penalty, to Garfield County to be imposed as a tax lien against the real property subject to the development application.*

SO AGREED this 16th day of October, 2025.

Cory Miller

Applicant (Print Name)

303-285-6533

Telephone Number

jennifer.l.chester@xcelenergy.com

Email

Public Service Company of Colorado

Property Owner

Authorized Representative (see Att E)

Relationship of Owner to Applicant

Jennifer L. Chester

Digitally signed by Jennifer L. Chester  
Date: 2025.10.16 15:26:57 -06'00'

Signature of Applicant

3500 Blake Street, Denver CO 80205

Mailing Address of Applicant

jennifer.l.chester@xcelenergy.com

Email Address of Applicant

Jennifer L. Chester

Digitally signed by Jennifer L. Chester  
Date: 2025.10.16 15:26:43 -06'00'

Signature of Property Owner

3500 Blake St., Denver, CO 80205

Owner Mailing Address

Type of application: Conditional Use Permit

Property description: 6385 County Road 335, New Castle, CO 81647

Revised 3/2021

**ATTACHMENT D: STATEMENT OF AUTHORITY**



**ATTACHMENT E: VISUAL SIMULATIONS**

**Existing Conditions**

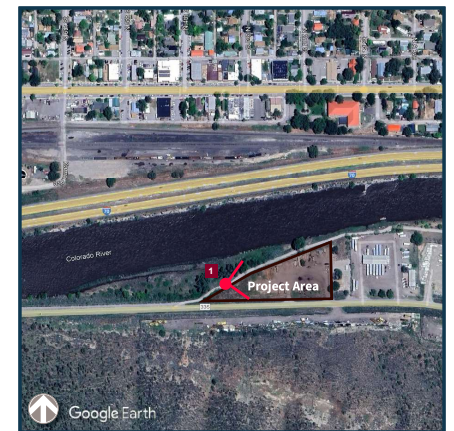


**Xcel Energy  
Coal Ridge Substation**

*VISUAL SIMULATIONS*

Key Observation Point 1

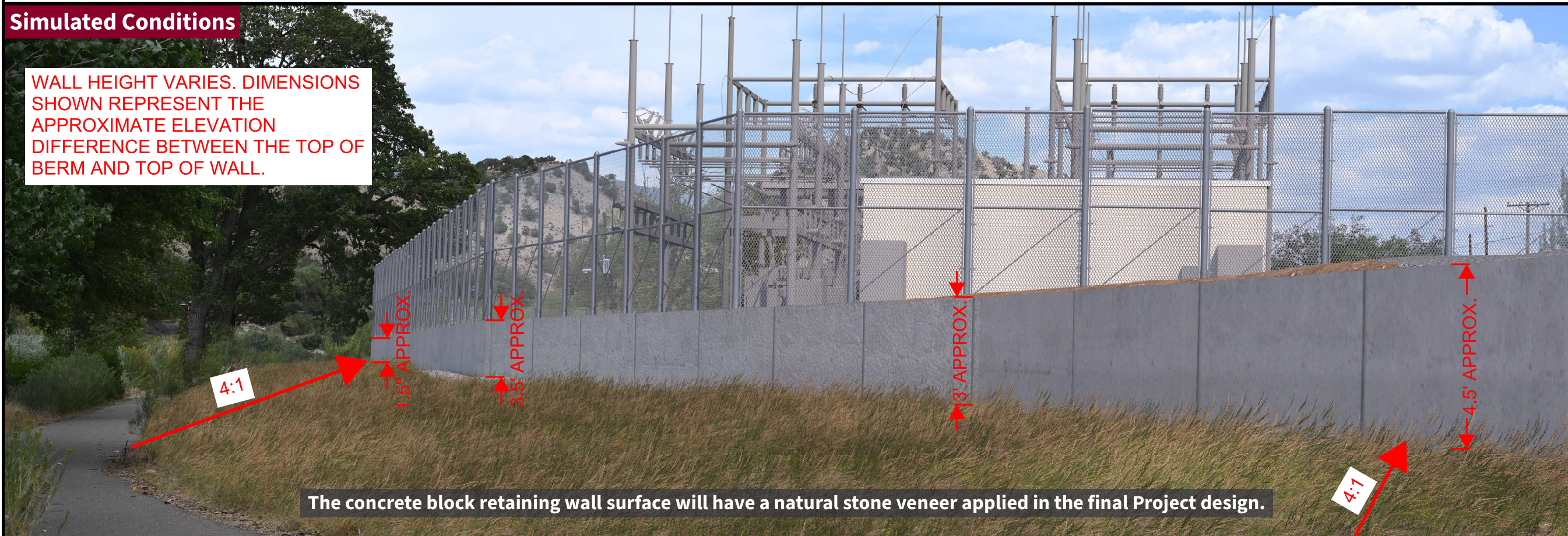
View from  
Bike Path - Eastbound



VICINITY MAP

**Simulated Conditions**

WALL HEIGHT VARIES. DIMENSIONS SHOWN REPRESENT THE APPROXIMATE ELEVATION DIFFERENCE BETWEEN THE TOP OF BERM AND TOP OF WALL.



4:1

1.5' APPROX.

3.5' APPROX.

3' APPROX.

4.5' APPROX.

4:1

The concrete block retaining wall surface will have a natural stone veneer applied in the final Project design.

**Photograph Information**

**Key Observation Point 1**

Time of photograph: 2:15 p.m.  
Date of photograph: 08/07/2025  
Weather condition: Partly Cloudy  
Viewing direction: East-northeast  
Latitude: 39.568944° N  
Longitude: -107.533732° W

Simulations are based on preliminary Project design and do not represent final Project layout and design parameters.



**Existing Conditions**

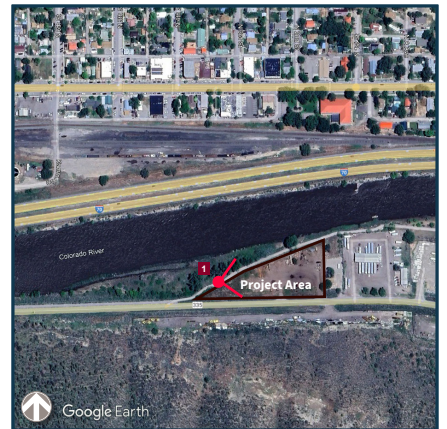


**Xcel Energy  
Coal Ridge Substation**

*VISUAL SIMULATIONS*

Key Observation Point 1

View from  
Bike Path - Eastbound



VICINITY MAP

**Simulated Conditions**

Landscaping at 10 years growth



The concrete block retaining wall surface will have a natural stone veneer applied in the final Project design.

**Photograph Information**

**Key Observation Point 1**

Time of photograph: 2:15 p.m.  
Date of photograph: 08/07/2025  
Weather condition: Partly Cloudy  
Viewing direction: East-northeast  
Latitude: 39.568944° N  
Longitude: -107.533732° W

Simulations are based on preliminary Project design and do not represent final Project layout and design parameters.



**Existing Conditions**



**Simulated Conditions**



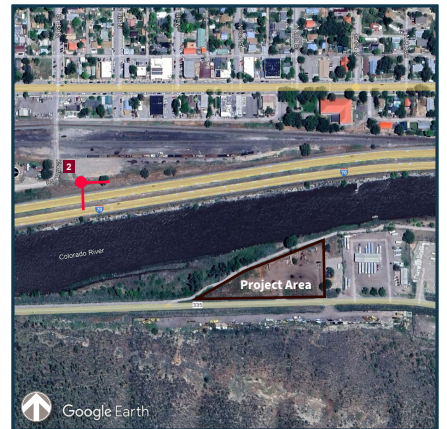
The concrete block retaining wall surface will have a natural stone veneer applied in the final Project design.

# Xcel Energy Coal Ridge Substation

*VISUAL SIMULATIONS*

Key Observation Point 2

View from  
170 - Eastbound



VICINITY MAP

### Photograph Information

**Key Observation Point 2**

Time of photograph: 2:50 p.m.  
Date of photograph: 08/07/2025  
Weather condition: Partly Cloudy  
Viewing direction: Southeast  
Latitude: 39.570226° N  
Longitude: -107.536049° W

Simulations are based on preliminary Project design and do not represent final Project layout and design parameters.



**Existing Conditions**

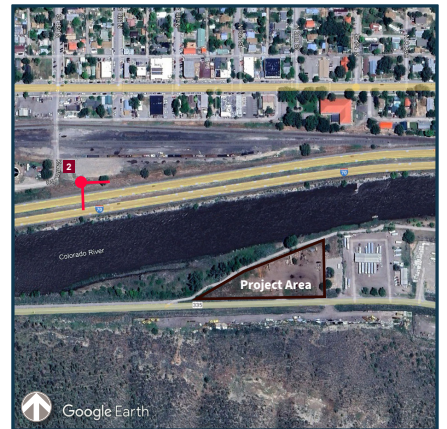


**Xcel Energy  
Coal Ridge Substation**

*VISUAL SIMULATIONS*

Key Observation Point 2

View from  
170 - Eastbound



VICINITY MAP

**Simulated Conditions**

Landscaping at 10 years growth



The concrete block retaining wall surface will have a natural stone veneer applied in the final Project design.

**Photograph Information**

**Key Observation Point 2**

Time of photograph: 2:50 p.m.  
Date of photograph: 08/07/2025  
Weather condition: Partly Cloudy  
Viewing direction: Southeast  
Latitude: 39.570226° N  
Longitude: -107.536049° W

Simulations are based on preliminary Project design and do not represent final Project layout and design parameters.



**Existing Conditions**



**Simulated Conditions**



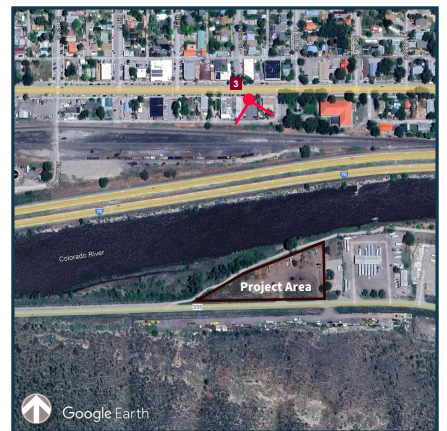
The concrete block retaining wall surface will have a natural stone veneer applied in the final Project design.

# Xcel Energy Coal Ridge Substation

*VISUAL SIMULATIONS*

Key Observation Point 3

View from  
Main Street, Newcastle



VICINITY MAP

### Photograph Information

**Key Observation Point 3**

Time of photograph: 3:00 p.m.  
Date of photograph: 08/07/2025  
Weather condition: Partly Cloudy  
Viewing direction: South-southeast  
Latitude: 39.571369° N  
Longitude: -107.533227° W

Simulations are based on preliminary Project design and do not represent final Project layout and design parameters.



**Existing Conditions**



**Simulated Conditions**

Landscaping at 10 years growth



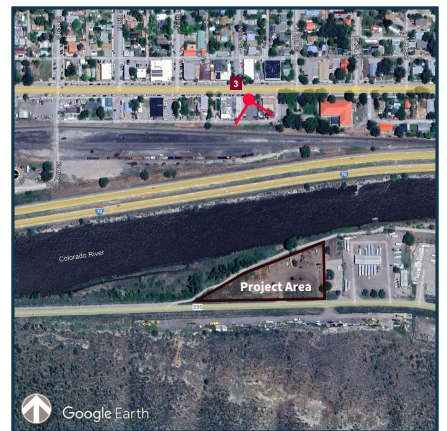
The concrete block retaining wall surface will have a natural stone veneer applied in the final Project design.

# Xcel Energy Coal Ridge Substation

*VISUAL SIMULATIONS*

Key Observation Point 3

View from  
Main Street, Newcastle



VICINITY MAP

### Photograph Information

**Key Observation Point 3**

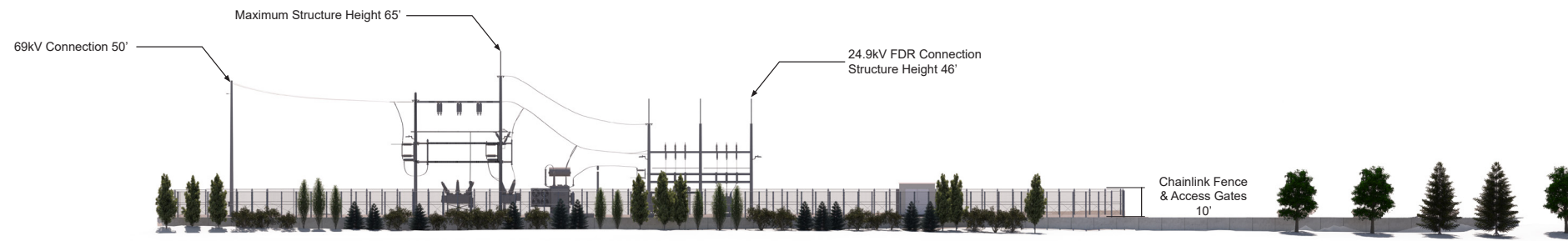
Time of photograph: 3:00 p.m.  
Date of photograph: 08/07/2025  
Weather condition: Partly Cloudy  
Viewing direction: South-southeast  
Latitude: 39.571369° N  
Longitude: -107.533227° W

Simulations are based on preliminary Project design and do not represent final Project layout and design parameters.

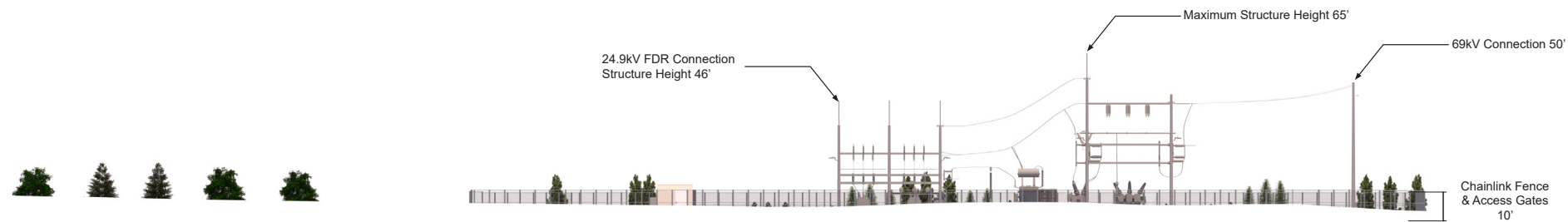


# Xcel Energy Coal Ridge Substation

## SITE ELEVATIONS



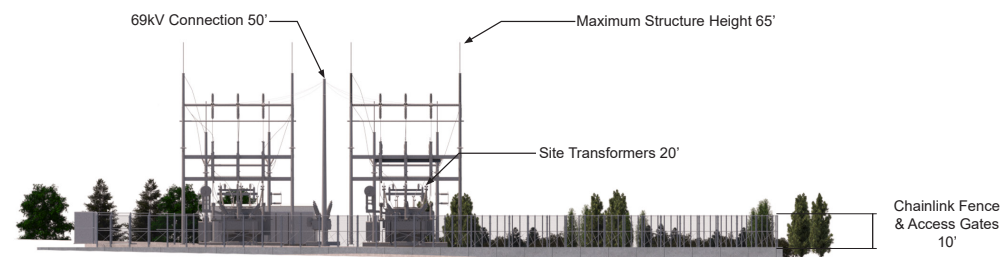
1 Site Plan View (North)



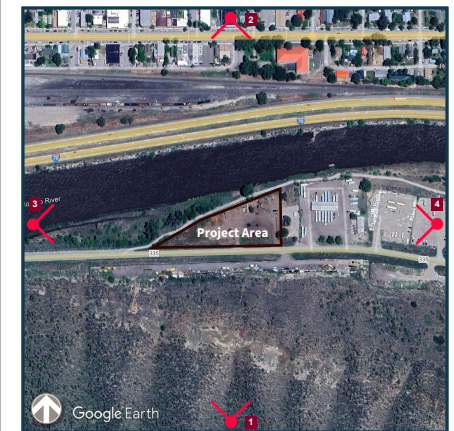
2 Site Plan View (South)



3 Site Plan View (East)



4 Site Plan View (West)



VICINITY MAP

**ATTACHMENT F: ADJACENT PROPERTY OWNERS**

## Attachment F: Adjacent Property Owners

PARCEL NUMBER	ACCOUNT NUMBER	OWNER	CARE OF NAME	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIP	ACRES	PHYSICAL ADDRESS	PHYSICAL CITY	PHYSICAL ZIP
212331400013	R380804	ROYAL MINI STORAGE, LLC		PO BOX 2526 GLENWOOD SPRINGS, CO 81602-2526	GLENWOOD SPRINGS	CO	81602-2526	6.63	6300 335 COUNTY RD	NEW CASTLE	81647
212331400004	R380022	PUBLIC SERVICE COMPANY OF COLORADO	CORPORATE REAL ESTATE	550 15TH STREET, SUITE 1000 DENVER, CO 80202-4256	DENVER	CO	80202-4256	0.51	6355 335 COUNTY RD	NEW CASTLE	81647
212331400017	R045146	NEW CASTLE, TOWN OF		PO BOX 90 NEW CASTLE, CO 81647	NEW CASTLE	CO	81647	2.48	6395 335 COUNTY RD	NEW CASTLE	81647
212331400018	R083464	NEW CASTLE, TOWN OF		PO BOX 90 NEW CASTLE, CO 81647	NEW CASTLE	CO	81647	0.13	Not available	NEW CASTLE	81647
212331400005	R380027	NAP COLORADO #2 LLC		PO BOX 4030 BISMARCK, ND 58504	BISMARCK	ND	58504	2.17	6299 335 COUNTY RD	NEW CASTLE	81647



**From:** [Jeff Simonson](#)  
**To:** [Dan Cokley](#)  
**Cc:** [Paul Smith](#); [John Wenzel](#)  
**Subject:** RE: Coal Ridge Substation Traffic Study  
**Date:** Friday, December 19, 2025 3:28:16 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Paul,

Please see below for the traffic per Dan's comments.

For the site planning and grading, please note the following that needs to be provided to the Town prior to construction:

1. Retaining wall details need to be provided for construction. At this point, other than a note saying that this will be a block wall, we are not certain what kind of block we may be expecting. Masonry block, Versalok, Redi-Rock, etc..?
2. We also need details of the construction of concrete depth, strength, control joints, ties to adjacent concrete, etc... for the driveway aprons tying onto CR 225.
3. Note that a saw cut edge to the existing asphalt is not sufficient, we would be expecting a straight formed edge to be constructed with a T-top asphalt patch to mitigate shrinkage cracks.
4. We also need to see more detail as to how the piping is to terminate at the edge of the river. Knowing we do have some fairly flat grades there, we do need to understand whether the backfilling of the pipe will have adequate cover and erosion protection prior to daylight.

Please call with any questions.

Thanks!

**Jeff Simonson, PE**  
Civil Services Sector Leader/Principal, **SGM**

---

phone (970) 384-9005

---

**From:** Dan Cokley <DanC@sgm-inc.com>  
**Sent:** Tuesday, December 16, 2025 2:02 PM  
**To:** Jeff Simonson <JeffS@sgm-inc.com>  
**Cc:** Paul Smith <psmith@newcastlecolorado.org>  
**Subject:** RE: Coal Ridge Substation Traffic Study

Jeff

Traffic Study comments below. The TIA it's methodology and conclusions are acceptable, the Applicant should address the following items with an updated TIA.

1. Note that the existing multi-use trail is located north of the site and not adjacent to CR 335 at the site location.
2. Provide references for and basis of the site-generated full-build and construction scenario trip generation (Tables 4-1 / 4-2).
3. Proposed driveway will have a Stop condition at CR 335. CR 335 will remain free-flow both directions.

**Dan Cokley, PE, PTOE**

Civil Services Team Leader/Principal, **SGM**

---

phone (970) 384-9009  
mobile (970) 379-3378

---

**From:** Paul Smith <[psmith@newcastlecolorado.org](mailto:psmith@newcastlecolorado.org)>  
**Sent:** Monday, December 15, 2025 3:42 PM  
**To:** Jeff Simonson <[JeffS@sgm-inc.com](mailto:JeffS@sgm-inc.com)>; Dan Cokley <[DanC@sgm-inc.com](mailto:DanC@sgm-inc.com)>  
**Subject:** FW: Coal Ridge Substation Traffic Study

Hello,

I'm thinking I already forwarded this data...but just in case. You should have all submittals at this point.

We hope to have them on the January 14<sup>th</sup> PZ meeting. This would mean referrals are necessary by the 1<sup>st</sup>. Is that possible?

Thank you,

*Paul Smith*

Town Planner/Inspector

[psmith@newcastlecolorado.org](mailto:psmith@newcastlecolorado.org)

(970) 984-2311 #108



---

**From:** Miller, Cory R <[Cory.R.Miller@xcelenergy.com](mailto:Cory.R.Miller@xcelenergy.com)>  
**Sent:** Thursday, November 6, 2025 1:27 PM  
**To:** Paul Smith <[psmith@newcastlecolorado.org](mailto:psmith@newcastlecolorado.org)>  
**Cc:** Michel, Taylor <[Taylor.Michel@tetrattech.com](mailto:Taylor.Michel@tetrattech.com)>; Swenson, Madison Q <[mqswenson@burnsmcd.com](mailto:mqswenson@burnsmcd.com)>  
**Subject:** Coal Ridge Substation Traffic Study

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Paul,  
our engineering team has created a traffic study as well as MOT typical sheets for the Coal Ridge substation.

Please reach out if you have any additional questions.

**Cory Miller, AICP**

Pronouns (He/Him/His)

**Xcel Energy**

**Principal Agent, Siting and Land Rights**

3500 Blake Street, Denver, CO Zip 80205

**C:** 303-285-6765

**E:** [cory.r.miller@xcelenergy.com](mailto:cory.r.miller@xcelenergy.com)



# ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)

## EXHIBIT "A"

### LEGAL DESCRIPTION

ISSUED BY

STEWART TITLE GUARANTY COMPANY

**File No.:** 2796397-IO

A TRACT OF LAND SITUATED IN THE NW1/4SE1/4 SECTION 31, TOWNSHIP 5 SOUTH, RANGE 90 WEST OF THE SIXTH PRINCIPAL MERIDIAN LYING SOUTH OF THE SOUTH LINE OF THE COLORADO RIVER AND NORTH OF THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NUMBER 335, TOWN OF NEW CASTLE, COUNTY OF GARFIELD, STATE OF COLORADO, SAID TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTH RIGHT OF WAY OF SAID COUNTY ROAD NUMBER 335 AND THE WEST LINE OF SAID NW1/4SE1/4 FROM WHICH THE CENTER OF SAID SECTION 31 BEARS N. 01 DEGREES 33' 18" W. A DISTANCE OF 965.50 FEET;  
THEN ALONG SAID WEST LINE N. 01 DEGREES 33' 18" W. A DISTANCE OF 114.11 FEET TO THE SOUTHERLY LINE OF THE COLORADO RIVER;  
THEN DEPARTING SAID WEST LINE AND ALONG SAID SOUTH LINE THE FOLLOWING TWO COURSES:

1.) N. 81 DEGREES 40' 00" E. A DISTANCE OF 336.73 FEET;  
2.) N. 76 DEGREES 53' 00" E. A DISTANCE OF 580.91 FEET;  
THEN DEPARTING SAID SOUTHERLY LINE S. 02 DEGREES 24' 56" E. A DISTANCE OF 296.38 FEET TO THE NORTH RIGHT OF WAY LINE OF SAID COUNTY ROAD;  
THEN ALONG SAID NORTH RIGHT OF WAY THE FOLLOWING THREE COURSES:

1.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 541.11 FEET;  
2.) N. 86 DEGREES 43' 18" W. A DISTANCE OF 301.00 FEET;  
3.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 66.90 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION CONVEYED TO THE TOWN OF NEW CASTLE, A COLORADO HOME RULE MUNICIPALITY, BY SPECIAL WARRANTY DEED RECORDED NOVEMBER 21, 2007 AT [RECEPTION NO. 737823](#).

For Informational Purposes Only: 6385 335 County Road, New Castle, CO 81647

APN: 212331400012, R380803

*This page is only a part of a 2021 ALTA® Commitment for Title Insurance. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I - Requirements; and Schedule B, Part II - Exceptions; and a countersignature by the Company or its issuing agent that may be in electronic form.*

**Copyright 2021 American Land Title Association. All rights reserved.**

The use of this Form (or any derivative thereof) is restricted to ALTA licensees and ALTA members in good standing as of the date of use.

All other uses are prohibited. Reprinted under license from the American Land Title Association.

File No.: 2796397-IO

ALTA Commitment for Title Insurance Schedule A (07-01-2021)

Page 3 of 6





## Attachment F: Adjacent Property Owners

PARCEL NUMBER	ACCOUNT NUMBER	OWNER	CARE OF NAME	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIP	ACRES	PHYSICAL ADDRESS	PHYSICAL CITY	PHYSICAL ZIP
212331400013	R380804	ROYAL MINI STORAGE, LLC		PO BOX 2526 GLENWOOD SPRINGS, CO 81602-2526	GLENWOOD SPRINGS	CO	81602-2526	6.63	6300 335 COUNTY RD	NEW CASTLE	81647
212331400004	R380022	PUBLIC SERVICE COMPANY OF COLORADO	CORPORATE REAL ESTATE	550 15TH STREET, SUITE 1000 DENVER, CO 80202-4256	DENVER	CO	80202-4256	0.51	6355 335 COUNTY RD	NEW CASTLE	81647
212331400017	R045146	NEW CASTLE, TOWN OF		PO BOX 90 NEW CASTLE, CO 81647	NEW CASTLE	CO	81647	2.48	6395 335 COUNTY RD	NEW CASTLE	81647
212331400018	R083464	NEW CASTLE, TOWN OF		PO BOX 90 NEW CASTLE, CO 81647	NEW CASTLE	CO	81647	0.13	Not available	NEW CASTLE	81647
212331400005	R380027	NAP COLORADO #2 LLC		PO BOX 4030 BISMARCK, ND 58504	BISMARCK	ND	58504	2.17	6299 335 COUNTY RD	NEW CASTLE	81647



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Building & Planning  
Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

---

PERFORMANCE STANDARDS

I, *Jan L. [Signature]*, ON THIS DATE February 27, 2026 agree to abide by the following PERFORMANCE STANDARDS:

Performance Standards

- (A) Smoke. No use shall be permitted in any district unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to emission of smoke.
- (B) Particulate Matter. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to emission of particulate matter.
- (C) Dust, Odor, Gas, Fumes, Glare or Vibration. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to emission of dust, odor, gas, fumes, glare or vibration.
- (D) Radiation Hazards and Electrical Disturbances. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to radiation control.
- (E) Noise. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to noise.
- (F) Water Pollution. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to water pollution.

Source: Municipal Code, Sec. 17.72.090

# NOTICE OF PUBLIC HEARING

## Town of New Castle

Virtual Meetings are subject to internet and technical capabilities.

To join by computer, smart phone or tablet:

<https://us02web.zoom.us/j/7096588400>

If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

Date: March 25, 2026

Time: 7:00 PM

Place of hearing: New Castle Town Hall, 450 West Main Street, New Castle, CO

Public body conducting hearing: Planning & Zoning Commission

Brief description of application: Applicant requests conditional use review under Chapter 17.84 of the Town Code in order to construct and operate a replacement electric substation at 6385 County Road 335.

Legal description: See Exhibit A

Common address: 6385 County Road 335

Applicant: Public Service Company of Colorado, a Colorado corporation conducting business as Xcel Energy

Landowner: Xcel Energy

The complete application is available at the Town Clerk's office at 450 West Main Street, P.O. Box 90, New Castle, CO 81647. All interested persons are invited to appear and state their views, protests or objections. If you cannot appear personally at such hearing, then you are urged to state your views by letter.

## **Exhibit A**

A TRACT OF LAND SITUATED IN THE NW1/4SE1/4 SECTION 31, TOWNSHIP 5 SOUTH, RANGE 90 WEST OF THE SIXTH PRINCIPAL MERIDIAN LYING SOUTH OF THE SOUTH LINE OF THE COLORADO RIVER AND NORTH OF THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NUMBER 335, TOWN OF NEW CASTLE, COUNTY OF GARFIELD, STATE OF COLORADO, SAID TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTH RIGHT OF WAY OF SAID COUNTY ROAD NUMBER 335 AND THE WEST LINE OF SAID NW1/4SE1/4 FROM WHICH THE CENTER OF SAID SECTION 31 BEARS N. 01 DEGREES 33' 18" W. A DISTANCE OF 965.50 FEET;  
THEN ALONG SAID WEST LINE N. 01 DEGREES 33' 18" W. A DISTANCE OF 114.11 FEET TO THE SOUTHERLY LINE OF THE COLORADO RIVER;  
THEN DEPARTING SAID WEST LINE AND ALONG SAID SOUTH LINE THE FOLLOWING TWO COURSES:

1.) N. 81 DEGREES 40' 00" E. A DISTANCE OF 336.73 FEET;  
2.) N. 76 DEGREES 53' 00" E. A DISTANCE OF 580.91 FEET;  
THEN DEPARTING SAID SOUTHERLY LINE S. 02 DEGREES 24' 56" E. A DISTANCE OF 296.38 FEET TO THE NORTH RIGHT OF WAY LINE OF SAID COUNTY ROAD;  
THEN ALONG SAID NORTH RIGHT OF WAY THE FOLLOWING THREE COURSES:

1.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 541.11 FEET;  
2.) N. 86 DEGREES 43' 18" W. A DISTANCE OF 301.00 FEET;  
3.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 66.90 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION CONVEYED TO THE TOWN OF NEW CASTLE, A COLORADO HOME RULE MUNICIPALITY, BY SPECIAL WARRANTY DEED RECORDED NOVEMBER 21, 2007 AT [RECEPTION NO. 737823](#).

**TOWN OF NEW CASTLE, COLORADO  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ 2026-3**

A RESOLUTION OF THE NEW CASTLE PLANNING AND ZONING  
COMMISSION RECOMMENDING APPROVAL OF A CONDITIONAL USE  
PERMIT FOR AN ELECTRICAL SUBSTATION IN THE INDUSTRIAL ZONE  
DISTRICT.

WHEREAS, on October 24, 2025, Public Service Company of Colorado, a Colorado corporation, dba Xcel Energy (“Applicant”) submitted a Conditional Use Permit Application (“Application”) concerning its property described on Exhibit A hereto (the “Property”); and

WHEREAS, the Property is zoned Industrial; and

WHEREAS, the Property is currently vacant, and Applicant uses it as a staging yard; and

WHEREAS, Applicant intends to develop a new electrical substation including transmission and feeder lines (the “Proposed Use”) on the Property; and

WHEREAS, Chapter 17.52 of the New Castle Municipal Code (the “Code”) establishes the permitted, prohibited, and conditional uses for the Industrial District; and

WHEREAS, Applicant’s Proposed Use is eligible for conditional use review because it is not listed as a permitted or prohibited use, making it a conditional use under Code § 17.52.050 and, therefore, requires the issuance of a conditional use permit pursuant to Chapter 17.84 of the Code; and

WHEREAS, as required under Code § 17.84.040(B), the New Castle Planning and Zoning Commission (“Commission”) held a duly noticed public hearing on March 25, 2026, to consider the Application; and

WHEREAS, pursuant to Code § 17.84.050, the Commission hereby finds that:

1. the Application is eligible for conditional review under Code § 17.84.040;
2. the Application is generally compatible with adjacent land uses;
3. the Application meets all requirements of § 17.84.020 of the Code, is in compliance with Title 17 of the Code, and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;
4. the Application is consistent with the comprehensive plan; and
5. the Town has the capacity to serve the proposed use with water, sewer, fire and police protection.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE PLANNING AND ZONING COMMISSION AS FOLLOWS:

1. Recitals Incorporated by Reference. The foregoing recitals are incorporated by reference herein as findings and determinations of the New Castle Planning and Zoning Commission.

2. Listing of Approved Uses. The following constitute the uses of the Property that the Commission recommends be approved under the Application as a conditional use, which may be in addition to other permitted uses of the Property.

A. Use of the Property for the location and operation of an electrical substation and related transmission and feeder lines, power poles, and equipment

3. Recommendation. The Planning and Zoning Commission hereby recommends that the Town Council approve the Application and the Proposed Use pursuant to § 17.84.050 of the Code, subject to the following conditions:

A. No construction shall begin until a conditional use certificate has been issued by the Town Planner subject to Section 17.84.040;

B. Prior to issuance of the conditional use certificate, the Applicant shall demonstrate conformance with any recommendations provided by the town engineer, town attorney, and/or fire district;

C. Prior to the issuance of a conditional use certificate, a construction management plan shall be provided for review and approval by town staff. A construction management plan shall include, but is not limited to, identification of best management practices (BMPs), the identification of off-site storage & delivery locations, refuse management, and bathroom locations;

D. The Applicant shall conduct a pre-construction meeting with Town staff and relevant agencies at least 14 days prior to the beginning of construction;

E. The Applicant shall apply for any right-of-way permits through the Town's Public Works Department;

F. The approved construction drawings shall demonstrate conformance with the landscaping, screening, retaining wall, and berm designs provided in the Application;

G. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all county licensing requirements. Specifically, the approved construction drawings shall demonstrate that any ambient lighting complies with the 2021 International Energy Conservation Code for exterior lighting, section C405.2.7. Exterior safety or emergency lighting that will only be illuminated during emergencies does not need to comply with said requirement;

H. All exterior lighting shall be dark-sky compliant per the New Castle Comprehensive Plan;

I. No approved conditional use may be altered, structurally enlarged, expanded in parking area or expanded in ground area unless the site plan is amended and approved in accordance with the procedures applicable to approval of a conditional use as set out in Section 17.84.070 of the Code;

J. In the event the Town receives any complaints about the use of the site in violation of the conditional use approval or other Code requirements or observes or becomes aware of any violations of the conditional use approval, the Applicant and/or owner may be summoned before the Town Council in a public meeting to show cause why the permit should not be revoked, suspended, or additional conditions imposed. Such show-cause hearing shall be open to the public and the applicant or owner may present testimony or offer other evidence on its behalf;

K. All representations of the Applicant in written and verbal presentations submitted to the Town or made at public hearings before the Commission or Town Council shall be considered part of the application and binding on the Applicant;

L. The Applicant shall reimburse the Town for any and all expenses incurred by the Town regarding the Application, including without limitation all costs incurred by the Town's outside consultants such as legal and engineering costs; and

THIS RESOLUTION PZ 2026-03 was adopted by the New Castle Planning and Zoning Commission by a vote of \_\_\_ to \_\_\_ on the 25th day of March, 2026.

NEW CASTLE PLANNING AND  
ZONING COMMISSION

By: \_\_\_\_\_  
Chuck Apostolik, Chair

ATTEST:

\_\_\_\_\_  
Professional Assistant to the Town Clerk  
Michelle Huster

EXHIBIT A

The property that is the subject of the Application described in Resolution PZ 2026-3 is legally described as follows:

A TRACT OF LAND SITUATED IN THE NW1/4SE1/4 SECTION 31, TOWNSHIP 5 SOUTH, RANGE 90 WEST OF THE SIXTH PRINCIPAL MERIDIAN LYING SOUTH OF THE SOUTH LINE OF THE COLORADO RIVER AND NORTH OF THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NUMBER 335, TOWN OF NEW CASTLE, COUNTY OF GARFIELD, STATE OF COLORADO, SAID TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTH RIGHT OF WAY OF SAID COUNTY ROAD NUMBER 335 AND THE WEST LINE OF SAID NW1/4SE1/4 FROM WHICH THE CENTER OF SAID SECTION 31 BEARS N. 01 DEGREES 33' 18" W. A DISTANCE OF 965.50 FEET;

THEN ALONG SAID WEST LINE N. 01 DEGREES 33' 18" W. A DISTANCE OF 114.11 FEET TO THE SOUTHERLY LINE OF THE COLORADO RIVER;

THEN DEPARTING SAID WEST LINE AND ALONG SAID SOUTH LINE THE FOLLOWING TWO COURSES:

- 1.) N. 81 DEGREES 40' 00" E. A DISTANCE OF 336.73 FEET;
- 2.) N. 76 DEGREES 53' 00" E. A DISTANCE OF 580.91 FEET;

THEN DEPARTING SAID SOUTHERLY LINE S. 02 DEGREES 24' 56" E. A DISTANCE OF 296.38 FEET TO THE NORTH RIGHT OF WAY LINE OF SAID COUNTY ROAD;

THEN ALONG SAID NORTH RIGHT OF WAY THE FOLLOWING THREE COURSES:

- 1.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 541.11 FEET;
- 2.) N. 86 DEGREES 43' 18" W. A DISTANCE OF 301.00 FEET;
- 3.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 66.90 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION CONVEYED TO THE TOWN OF NEW CASTLE, A COLORADO HOME RULE MUNICIPALITY, BY SPECIAL WARRANTY DEED RECORDED NOVEMBER 21, 2007 AT RECEPTION NO. 737823.

**TOWN OF NEW CASTLE, COLORADO  
RESOLUTION NO. TC 2026-11**

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL APPROVING A  
CONDITIONAL USE PERMIT FOR AN ELECTRICAL SUBSTATION IN THE  
INDUSTRIAL ZONE DISTRICT.

WHEREAS, on October 24, 2025, Public Service Company of Colorado, a Colorado corporation, dba Xcel Energy (“Applicant”) submitted a Conditional Use Permit Application (“Application”) concerning its property described on Exhibit A hereto (the “Property”); and

WHEREAS, the Property is zoned Industrial; and

WHEREAS, the Property is currently vacant, and Applicant uses it as a staging yard; and

WHEREAS, Applicant intends to develop a new electrical substation including transmission and feeder lines (the “Proposed Use”) on the Property; and

WHEREAS, Chapter 17.52 of the New Castle Municipal Code (the “Code”) establishes the permitted, prohibited, and conditional uses for the Industrial District; and

WHEREAS, Applicant’s Proposed Use is eligible for conditional use review because it is not listed as a permitted or prohibited use, making it a conditional use under Code § 17.52.050 and, therefore, requires the issuance of a conditional use permit pursuant to Chapter 17.84 of the Code; and

WHEREAS, as required under Code § 17.84.040(B), the New Castle Planning and Zoning Commission (“Commission”) held a duly noticed public hearing on March 25, 2026, to consider the Application and recommended that Town Council approve the same; and

WHEREAS, Town Council considered the Application at a duly-notice public meeting held on April 21, 2026; and

WHEREAS, based on the Application and information presented, pursuant to Code § 17.84.050, Town Council hereby finds that:

1. the Application is eligible for conditional review under Code § 17.84.040;
2. the Application is generally compatible with adjacent land uses;
3. the Application meets all requirements of § 17.84.020 of the Code, is in compliance with Title 17 of the Code, and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;
4. the Application is consistent with the comprehensive plan; and
5. the Town has the capacity to serve the proposed use with water, sewer, fire and police protection.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE TOWN COUNCIL AS FOLLOWS:

1. Recitals Incorporated by Reference. The foregoing recitals are incorporated by reference herein as findings and determinations of the New Castle Town Council.

2. Listing of Approved Uses. The following constitute the uses of the Property that are approved under the Application as a conditional use, which may be in addition to other permitted uses of the Property.

A. Use of the Property for the location and operation of an electrical substation and related transmission and feeder lines, power poles, and equipment

3. Approval. Town Council hereby approves the Application and the Proposed Use pursuant to § 17.84.050 of the Code, subject to the following conditions:

A. No construction shall begin until a conditional use certificate has been issued by the Town Planner subject to Section 17.84.040;

B. Prior to issuance of the conditional use certificate, the Applicant shall demonstrate conformance with any recommendations provided by the town engineer, town attorney, and/or fire district;

C. Prior to the issuance of a conditional use certificate, a construction management plan shall be provided for review and approval by town staff. A construction management plan shall include, but is not limited to, identification of best management practices (BMPs), the identification of off-site storage & delivery locations, refuse management, and bathroom locations;

D. The Applicant shall conduct a pre-construction meeting with Town staff and relevant agencies at least 14 days prior to the beginning of construction;

E. The Applicant shall apply for any right-of-way permits through the Town's Public Works Department;

F. The approved constructions drawings shall demonstrate conformance with the landscaping, screening, retaining wall, and berm designs provided in the Application;

G. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all county licensing requirements. Specifically, the approved construction drawings shall demonstrate that any ambient lighting complies with the 2021 International Energy Conservation Code for exterior lighting, section C405.2.7. Exterior safety or emergency lighting that will only be illuminated during emergencies does not need to comply with said requirement;

H. All exterior lighting shall be dark-sky compliant per the New Castle Comprehensive Plan;

I. No approved conditional use may be altered, structurally enlarged, expanded in parking area or expanded in ground area unless the site plan is amended and approved in accordance with the procedures applicable to approval of a conditional use as set out in Section 17.84.070 of the Code;

J. In the event the Town receives any complaints about the use of the site in violation of the conditional use approval or other Code requirements or observes or becomes aware of any violations of the conditional use approval, the Applicant and/or owner may be summoned before the Town Council in a public meeting to show cause why the permit should not be revoked, suspended, or additional conditions imposed. Such show-cause hearing shall be open to the public and the applicant or owner may present testimony or offer other evidence on its behalf;

K. All representations of the Applicant in written and verbal presentations submitted to the Town or made at public hearings before the Commission or Town Council shall be considered part of the application and binding on the Applicant;

L. The Applicant shall reimburse the Town for any and all expenses incurred by the Town regarding the Application, including without limitation all costs incurred by the Town's outside consultants such as legal and engineering costs; and

THIS RESOLUTION TC 2026-11 was adopted by the New Castle Town Council by a vote of \_\_\_ to \_\_\_ on the 21st day of April, 2026.

TOWN OF NEW CASTLE TOWN COUNCIL

By: \_\_\_\_\_  
Grady Hazelton, Mayor

ATTEST:

\_\_\_\_\_  
Mindy Andis, Town Clerk

EXHIBIT A

The property that is the subject of the Application described in Resolution is legally described as follows:

A TRACT OF LAND SITUATED IN THE NW1/4SE1/4 SECTION 31, TOWNSHIP 5 SOUTH, RANGE 90 WEST OF THE SIXTH PRINCIPAL MERIDIAN LYING SOUTH OF THE SOUTH LINE OF THE COLORADO RIVER AND NORTH OF THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NUMBER 335, TOWN OF NEW CASTLE, COUNTY OF GARFIELD, STATE OF COLORADO, SAID TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTH RIGHT OF WAY OF SAID COUNTY ROAD NUMBER 335 AND THE WEST LINE OF SAID NW1/4SE1/4 FROM WHICH THE CENTER OF SAID SECTION 31 BEARS N. 01 DEGREES 33' 18" W. A DISTANCE OF 965.50 FEET;

THEN ALONG SAID WEST LINE N. 01 DEGREES 33' 18" W. A DISTANCE OF 114.11 FEET TO THE SOUTHERLY LINE OF THE COLORADO RIVER;

THEN DEPARTING SAID WEST LINE AND ALONG SAID SOUTH LINE THE FOLLOWING TWO COURSES:

- 1.) N. 81 DEGREES 40' 00" E. A DISTANCE OF 336.73 FEET;
- 2.) N. 76 DEGREES 53' 00" E. A DISTANCE OF 580.91 FEET;

THEN DEPARTING SAID SOUTHERLY LINE S. 02 DEGREES 24' 56" E. A DISTANCE OF 296.38 FEET TO THE NORTH RIGHT OF WAY LINE OF SAID COUNTY ROAD;

THEN ALONG SAID NORTH RIGHT OF WAY THE FOLLOWING THREE COURSES:

- 1.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 541.11 FEET;
- 2.) N. 86 DEGREES 43' 18" W. A DISTANCE OF 301.00 FEET;
- 3.) S. 88 DEGREES 30' 42" W. A DISTANCE OF 66.90 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION CONVEYED TO THE TOWN OF NEW CASTLE, A COLORADO HOME RULE MUNICIPALITY, BY SPECIAL WARRANTY DEED RECORDED NOVEMBER 21, 2007 AT RECEPTION NO. 737823.

**LeMOINE & GRAVES, P.C.**

**ATTORNEYS AT LAW  
120 WEST THIRD STREET  
P. O. BOX 907  
RIFLE, COLORADO 81650**

**DANIEL D. LEMOINE  
TIMOTHY L. GRAVES**

**TELEPHONE 970-625-1887  
FAX 970-625-4448**

March 30, 2026

Town of New Castle Council

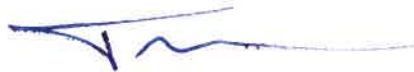
RE: Municipal Judicial Services

Councilmembers,

Please accept this letter as a *Letter of Intent* for the position of Municipal Court Judicial Officer for the Town of New Castle. Since 2024, it has been my pleasure and honor to serve the Town as your Municipal Judge. The Court continues to operate at a high level of excellence thanks to work of Ms. Mindy Andis and Mr. John Collins. We have been admirably assisted by Mr. Kip O'Connor as our Deputy Judge. In the last two years we have had a mostly steady caseload and have implemented minor changes to effectuate a more efficient court experience for our community members. We have also amended our schedule in an attempt to make minimize the amount of time juvenile defendants are not in school. I am proud of the work we have accomplished.

Attached with this letter of intent, please find my resumé. I am happy to meet with Council to answer any inquires or details of my experience. I would be seeking an increase to the current rate of compensation that is currently in place. Since 2024, I have been compensated at a rate of \$1,000 per month. With increases to cost of living, I am requesting my compensation be increased to \$1,250 per month.

Very Truly Yours,



LeMoine & Graves, P.C.  
Timothy Graves, for the firm

enclosures

KIP O'CONNOR II, ESQUIRE  
817 Colorado Avenue, Suite 204  
Glenwood Springs, Colorado 81601  
(970) 384-1000 (W) (970) 618-2743 (C)  
[www.kipocconnorlaw.com](http://www.kipocconnorlaw.com)  
Email - kipoco@msn.com

March 31, 2026

New Castle Town Council  
450 West Main Street  
New Castle, Colorado 81647

Re: Letter of intent to retain the position of Associate Municipal Court Judge

Dear Ladies and Gentlemen:

I am writing this letter of intent to retain my current position as Associate Municipal Court Judge for the Town of New Castle. I have held the position of Associate Municipal Court Judge for the Town of New Castle for the last year and a half. I have filled in for the Honorable Timmothy Graves and presided over four court dockets during my tenure as Associate Judge. I believe that I have a great working relationship with the Court staff, Judge Graves and Town Prosecutor John Collins.

I am currently a solo practitioner with my own law firm in Glenwood Springs, Colorado. I have practice law in Garfield County and the western Slope for the past nineteen years and I have a total of twenty-four years of experience practicing law. I am a member of the Colorado State Bar, the Maryland State Bar and the Colorado Federal Bar for the United States District Court of Colorado. I would like to take this opportunity to share with you my qualifications and why I am ideally suited to retain the position of Associate Municipal Court Judge for the Town of New Castle.

I have twenty-four years of experience as a trial Attorney. I have had the unique experience of both prosecuting criminal cases as a Deputy District Attorney and defending criminal cases as a defense attorney and I know the value of having an experience impartial judge presiding over the court. As a trial attorney, I managed both a busy criminal and civil caseload including a robust administrative hearings practice. I conducted my own legal research for all my cases and for senior partners previous law firms where I have worked. I am responsible for evaluating all issues of the case, analyzing the facts, relevant case law and statutes, and deciding as to how the case should be litigated. I am responsible for communicating with and advising clients of case strategy and progress. I am also responsible for drafting memorandums of law and motions on complex legal issues and providing advice and guidance to my clients and senior partners regarding case law and legal strategy in my cases and in many of their cases.

I have litigated over 250 criminal and civil cases, which included trials in both District and County Court, oral arguments before Administrative Law Judges and Hearings Officers, negotiating settlement agreements, and negotiating plea agreements. I have represented clients in many types of cases, from simple assault and contract dispute cases to serious felony cases. I have successfully defended numerous clients in administrative hearings before the Colorado Department of Revenue Hearings Division. I have provided both oral and written advice on administrative law and ethics issues involving the interpretation and application of statutes and regulations. I have also drafted various pleadings, including complaints, answers, guardianship petitions, petitions for probate, motions for summary judgment, motions in limine, motions to dismiss, motions to transfer venue, briefs, interrogatories, deeds, wills, and trusts.

I have 6 years of military experience as a Naval Officer and twenty-two years of experience in the private sector as an attorney. Throughout my 6 years as a naval officer, I have had the opportunity work with many different branches of the government and civilian companies contracting with the military. I have chaired and participated in many ad hoc committees and boards involving projects with civilian contractors. I have been responsible for chairing various planning and steering committees that were required to prepare and deliver presentations to senior command officers regarding policy changes and procedures. While serving aboard the USS Implicit as the Logistics and Supply Department Head, I was hand selected by the Commanding Officer to spearhead the Command's five-month, \$1,000,000 power plant and maintenance overhaul project. During this time period I chaired both steering committees for the Command's supply readiness assessment and the operational propulsion readiness assessment. I was able to successfully work in a team environment with civilian contractors, the shipyard superintendent, our command personnel, and inspection personnel from the Commander, Mine Warfare Readiness Group to ensure that the Command's overhaul project was completed on time and within budget. I feel that my strong leadership experience and my experience in working in a team environment is one of my strongest assets.

I look forward to continuing to serve the Town of New Castle, Colorado as the Associate Municipal Court Judge.

Sincerely,



Kip O'Connor II

# Charles Apostolik

[REDACTED]  
New Castle, CO 81647  
[REDACTED]  
[REDACTED]

March 31, 2026

Town Council, Town of New Castle Colorado

As a current member of the Town of New Castle Planning and Zoning commission who's term is about to expire, I would like to ask the Town Council for consideration of another appointed term to serve on the commission.

It has been my pleasure to be a representative serving the town I live in and would like to continue being a part of the ongoing development and future planning program.

Please inform me of your decision when it is made.

Sincerely,

*Charles Apostolik*

Charles Apostolik



Date: March 26<sup>th</sup>, 2026

To: Town of New Castle Town Council

From: Mark McDonald

This letter is to confirm my desire to remain as a regular P&Z Commissioner in the town of New Castle.

If feel like the P&Z Commission is performing an essential role and has been instrumental in assuring compliance with the comprehensive plan as we continue to experience unprecedented growth in our community.

I have been a commissioner for two terms and continue to value the commitment of the commission to working together with the communities' interests and potential developers as we move forward in this challenging environment.

Each commissioner's ownership and desire to ensure growth in New Castle is carefully monitored is evident. I believe the cohesiveness of the commission is excellent and an asset to the community. Chuck's leadership has been outstanding and has provided me with invaluable insight and professional growth as a commissioner. I would value the opportunity to continue to grow professionally and serve the community in this role.

My years as commissioner as well as my background in business and experience with HOA management and leadership I believe provide value to the P&Z board and the town.

I would also like to recognize and thank the staff for their commitment to excellence and express my appreciation to Dave, Paul and the entire staff for the excellent job they do in supporting the commission.

Mindy Andis,  
Town Clerk  
Town of New Castle, Colorado

I am submitting my letter of interest to continue to serve as a Commissioner on the Town's Planning and Zoning Commission. I enjoy being involved in the growth and improvement of the Town and my input as a commissioner and resident.

If allowed to continue as a Planning and Zoning Commissioner, I would also like to continue as the Planning and Zoning representative on the Historic Preservation Commission. I have enjoyed my time on this commission, learning the Town's history and the projects we have taken on. I look forward to working on the ideas we have planned for this year.

Thank you,  
Richard Parks

[REDACTED]  
[REDACTED]  
[REDACTED]

March 30, 2026

Mindy Andis, CMC

Town Clerk / Court Clerk

Town of New Castle

450 W. Main St., PO Box 90

New Castle, CO 81647

Dear Mindy and Members of Town Council,

I am writing to formally express my interest in continuing to serve on the New Castle Planning & Zoning Commission. I am happy to remain in the alternate seat, and at this point would also welcome consideration for a regular commissioner position should the Council see fit.

I have been proud to serve this community in this role, and my commitment to New Castle has only grown over the past term. As a member of the New Castle Trails committee and a board member of the Roaring Fork Mountain Bike Association — of which New Castle Trails is a committee — and as a longtime resident, I am deeply invested in how our town develops — from land use decisions that affect open space and recreation access, to the infrastructure that supports a growing community. Serving on P&Z gives me a meaningful way to contribute that expertise in a formal, public capacity.

I am eager to continue this work in whatever capacity is most useful to the commission, and I appreciate the Council's time and consideration.

Respectfully submitted,

Trent Mahaffey



Letter of interest to continue as alternate on Planning and Zoning commission.

From;  
Bronwyn Rittner  
New Castle, CO  
81647

To;  
Town Council  
Town of New Castle,CO

Dear Council Members,

It would be an honor to continue to serve as an alternate on the Planning and Zoning Commission. I have learned much over my service period. In return, it is my hope that I have done an honorable job and can take what I have learned to continue moving forward. Thank you for your consideration.

Sincerely,

Bronwyn Rittner

**Mindy Andis**

---

**From:** [REDACTED]  
**Sent:** Tuesday, March 24, 2026 6:29 PM  
**To:** Mindy Andis  
**Subject:** Re: Commission Term

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mindy,  
I am interested in being reappointed to the Historic Preservation Committee. I am enjoying the work we are doing and would like to be a part of working toward designating additional historic properties in New Castle.  
Thank you,  
Ruth Fletcher

# Tom Fuller

4/14/2026

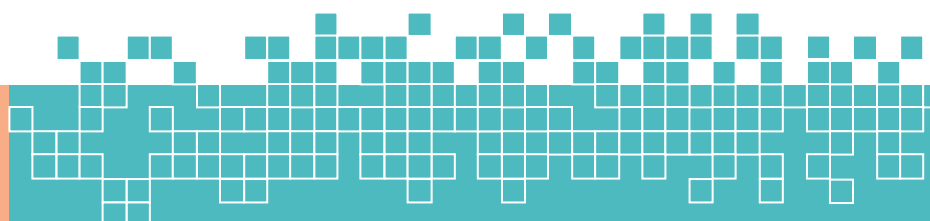
*Mindy Andis, CMC  
Town Clerk/Court Clerk  
Town of New Castle  
450 W. Main St.  
PO Box 90  
New Castle, CO 81647  
Office (970)984-2311  
Fax (970) 984-2716*

Dear Mindy Andis

I'm interested in continuing my position as an alternate commissioner on the New Castle Historic Preservation Commission.

Sincerely,

Tom Fuller



March 16, 2026

Dear Town Council Members,

Please accept this letter as an expression of interest in being reappointed to the Town of New Castle's Climate and Environment Commission (CEC). I have served on the commission since September 2024.


During that time, I have been involved in planning for Earth Day events and partnered with the New Castle Branch Library to host two documentary film screenings and panel discussions focused on wildfire protection and water conservation. I have represented the CEC at summer Community Markets, sharing information about plastic reduction and other environmental issues. Last October, I helped organize a community trash clean-up day. I currently serve as Secretary of the CEC.

Serving on the Commission has given me the opportunity to become more engaged in the civic life of our town while contributing to meaningful environmental stewardship efforts in our community. I would welcome the opportunity to continue serving on the Town of New Castle's Climate and Environment Commission.


Sincerely,



Nancy Barnes



New Castle, Co 81647



## Mindy Andis

---

**From:** Ryan Deyarmond [REDACTED]  
**Sent:** Tuesday, March 31, 2026 3:34 PM  
**To:** Mindy Andis  
**Subject:** CEC Continued Position

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mindy!

I am writing to express my interest to remain on the CEC for the next term. Since my time just started last fall I'm very eager to stay on the commission and continue with the projects we have been planning. I have thoroughly enjoyed my time with the CEC and look forward to continuing on with the work we are doing. I feel that being the owner of an environmentally focused landscaping company my knowledge is valuable and I love being able to share what I know to help homeowners and the town of New Castle.

Thank you so much!

Ryan Deyarmond  
CEC Commissioner  
Owner/Operator Lady Luck Gardenworks  
Sent from my iPhone

My dearest colleagues,

I am writing to you to express my desire to serve as Mayor Pro Tem for the 2026-2030 term. I love serving beside all of you and I am thrilled for another 4 years. I would like to serve as Mayor Pro Tem for many reasons; I'll enumerate a few for you.

In 4 years, I've missed one meeting and I hated missing it. I live and work in New Castle and protect Tuesdays fiercely. My hope is that I would never need to run a council meeting and that Grady is always there, however in that event I know I am only babysitting a seat. The seat is owned by the people of New Castle, and Grady will be Mayor. I would be honored to be his backup.

I am familiar with the rules of order, and thoroughly enjoy knowing and understanding the weeds that make meetings run efficiently.

I am a problem solver at heart. I love connecting people to find effective solutions, and I'm equally invested in understanding what caused the problem in the first place — because that's how we prevent the next one. Getting to the root of something is, to me, is just as important as fixing it.

I believe in servant leadership. I have a deep respect and love for our staff. Looking for ways to serve and support our staff is extremely important to me. We see how hard they work and the extra hours they spend out of their commitment to New Castle. I want to honor them by serving them and the Town with my very best. It's what I think I was made to do, and I will do it from whichever seat I hold or whatever station I am in.

I don't often speak of my faith. It is as old as I am and has many stories to tell. I have spent a good portion of life working through my faith and I believe I will be a more whole person in the end. What that work has shown me is that serving others is what I was made to do. We are all still growing, and I do believe that if we stop serving, stop growing, stop being humble, and stop welcoming the challenges to what we know, we die.

I was made with a deep desire to serve those around me. When I started Roaring Fork Leadership in 2017 they asked us to bring a picture that describes what we thought leadership looked like. I tried (twice, and it was hilarious) to paint a picture of a shepherd guiding the sheep from behind, through the sheep droppings, to the next place to water or feed. Traipsing through the difficult, detail, challenging, and sometimes controversial stuff to work to make sure New Castle and those who live here are able to move into the next iteration of us, is my favorite thing outside of being a mom. My passion to serve New Castle, my friends, my family — is what drives me to persevere in the work.

Serving alongside you – and while I know our makeup is changing and the “you” will be defined differently- has been and will continue to be one of the best parts of my life.

Serving alongside Graham has helped me learn to have a more critical eye in the mechanical, if you will, details of development, creation of ordinances, and seeing how things match up.

Bruce has taught me the longevity effect and modeled how patience results in lasting change.

Brandy has taught me, and I welcome the learning, to say less – though we all know I process verbally; I am learning to quiet that some too.

Crystal has shown me a glimpse into perspectives of a culture I cannot be a part of but that I have come to love, admire, and respect and has deepened my desire to serve those I cannot place myself in the shoes of, better.

Grady is my iron – as iron sharpens iron so one sharpens another. The perspectives I've been shown by him have opened my eyes and challenged me deeply, and I am better because of it.

Art has embodied that verse that has informed my life so much: Do not grow weary while doing good, for in due season you will reap if you do not lose heart. I know we have butted heads, and every time my thoughts and perspectives are challenged, and I grow from it.

I look forward to learning from Emily. The bits and pieces I have gotten to know recently have shown me already her grit and determination and I am confident she will serve New Castle well.

I cannot begin to share all I have learned from our staff, a group of people I will fight for and care for as best I can.

I may not have been born and raised here, but this is my home. I would rather live, work, and serve nowhere else, and would rather do it alongside no one else. People ask if I'm sad I didn't win the commissioner seat and I can honestly say no. I learned so much. I met so many people who made me think. Part of what I learned is that I want to serve here, as best I can, in whatever capacity, for as long as I can.

Thank you for being part of my life and my continued growth. I would appreciate your consideration for Mayor Pro Tem, and look forward to serving alongside you in that capacity or not. Thank you for being part of my why.

Always,  
Caitlin

Graham Riddile

[REDACTED]

New Castle, CO 81647

April 9<sup>th</sup>, 2026

Mindy Andis

Town of New Castle

450 W. Main Street

PO Box 90

New Castle, CO 81647

Mrs. Andis,

I am writing to submit this as my Letter of Interest for the Mayor Pro Tem position.

Please feel free to reach out if you need any more information or have any questions.

Thank You

Graham Riddile

[griddile@newcastlecolorado.org](mailto:griddile@newcastlecolorado.org)

[REDACTED]



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

---

### Memorandum

**To:** Mayor & Council  
**From:** David Reynolds  
**Re:** Agenda Item: Consider Appointment Process For Filling Vacant Town Council Seat  
**Date:** 04/21/2026

**Purpose:**

The purpose of this agenda item is to consider how Town Council may wish to fill the recently vacated Town Council seat.

Per the Town Charter Section 3.6, Town Council has the option (if a vacancy occurs more than 90 days prior to the next general election) of either appointing a replacement or calling for a special election to replace such person. If Council fails to appoint a replacement within sixty days following the occurrence of a vacancy, then the Council shall schedule a special election to be held within 90 days after such failure.

Staff will review Section 3.6 of the Town Charter with Council, and Council will consider (based on the options provided in the Charter) a method for filling the vacant Council position.

1 **New Castle Town Council Regular Meeting**  
2 **Tuesday, April 7, 2026, 7:00 PM**  
3

4 **Call to Order**

5 Mayor Art Riddile called the meeting to order at 7:00 p.m.

6 **Pledge of Allegiance**  
7

8 **Roll Call**

9 Councilor Mariscal  
10 Councilor Carey  
11 Councilor Hazelton  
12 Mayor A. Riddile  
13 Councilor Copeland (ZOOM)  
14 Councilor Leland  
15 Councilor G Riddile

16  
17 Absent none  
18

19 Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds, ,  
20 Attorney David McConaughy, Police Chief Stu Curry, Rec Director Kelley Cox, and  
21 members of the public.  
22

23 **Meeting Notice**

24 Clerk Andis verified that her office gave notice of the meeting in accordance with  
25 Resolution TC 2026-1.  
26

27 **Conflicts of Interest**

28 There were no conflicts of interest  
29

30 **Agenda Changes**

31 There were no agenda changes  
32

33 **Citizen Comments on Items not on the Agenda**

34 New Castle resident Tasha Rischmiller, said she wanted to bring some concerns to the  
35 attention of the council regarding the trails. She said there are concerns in accessing the  
36 trails due to the construction behind VIX Park. She said she would like to get information  
37 to the residents from council what the trails will look like during the construction. Ms.  
38 Rischmiller asked what the commitment from council would be to continue to fund the  
39 trails.

40 Mayor A. Riddile said the concerns have been addressed by council.  
41

42 **Consultant Reports**

43 Consultant Attorney –David McConaughy said he would be attending the CML Conference.  
44 He said he and Attorney Haley Carmer will be doing a presentation during the conference.

Town Council Meeting  
Tuesday, April 7, 2026

1 Consultant Engineer – not present

2

3 **Items for Consideration**

4

5 **Consider Right-of-Way License Agreement with Duck Blind Tavern**

6 Administrator Reynolds said Duck Blind Tavern is requesting partial use of the sidewalk  
7 area in front of their business. They wish to add limited outdoor seating during nice  
8 weather days. Administrator Reynolds said staff have reviewed the concept well as  
9 limitations due to overall sidewalk width and has the following recommendations:

10 Seating area must leave no less than 4’ of usable flat sidewalk service for  
11 pedestrians to comfortable pass between the designated seating area and the sloped  
12 portion of adjoining sidewalk.

13 Due to sidewalk width limitations, seating area shall be limited to “two person”  
14 tables only.

15 Seating area shall be separated from remaining sidewalk by a suitable barrier.

16 Duck Blind Tavern will acquire and maintain appropriate liquor licenses for the  
17 expanded service space.

18 Owner Kevin Jones, said they were planning on having four “two top” tables, two on the  
19 east side of the entrance and two on the west side of the entrance. He said they would  
20 rope it off and would have the proper signage.

21

22 Clerk Mindy Andis said Duck Blind is asking for one parking spot in front of the restaurant  
23 a couple times during the summer. Duck Blind would like to do a special menu such as a  
24 Crawfish Broil. Clerk Andis said Duck Blind would use the parking spot for the broil.

25 Mr. Jones said he would let town staff know ahead of time when they were going to cook  
26 outside. Administrator Reynolds said it could be a staff decision and staff would make sure  
27 it’s coned off and safe. The council gave their approval.

28

29 **MOTION: Councilor G. Riddile made a motion to approve the Right-of-Way**  
30 **License Agreement with Duck Blind Tavern. Councilor Carey seconded the**  
31 **motion, and it passed unanimously.**

32

33 Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority

34

35 **MOTION: Councilor Hazelton made a motion to Recess the Town Council Meeting,**  
36 **Convene as the Local Liquor Licensing Authority, Councilor Mariscal seconded**  
37 **the motion, and it passed unanimously.**

38

39 **Public Hearing – Opened 7:11pm.**

40

41 **Consider Application from Pig & Duck, LLC DBA: Duck Blind Taverns to Modify**

1 **Liquor License Premise to Add Sidewalk Service Area Located at 316 W. Main**  
2 **Street.**

3 Clerk Andis said since council has approved the license agreement for Duck Blind to use  
4 the sidewalk as their outdoor seating. Duck Blind has to apply for a modification to their  
5 liquor license to add sidewalk seating. Clerk Andis said she has communicated with the  
6 owners of Duck Blind that they would need to rope off the seating area to show control of  
7 the space. She said she had reviewed the application and the mapping, and staff had no  
8 concerns for the modification.

9  
10 **Public Hearing – Closed 7:12pm.**

11  
12 **MOTION: Councilor G. Riddile made a motion to Approve Application from Pig &**  
13 **Duck, LLC DBA: Duck Blind Taverns to Modify Liquor License Premise to Add**  
14 **Sidewalk Service Area Located at 316 W. Main Street. Councilor Carey seconded**  
15 **the motion, and it passed unanimously.**

16  
17 **Public Hearing – Opened 7:17pm.**

18 **Consider an Application from the Captain William H. “Pyro” DuBois Jr. Memorial**  
19 **Pilot Training Scholarship Fund for a Special Event Liquor License for Pyro’s Push**  
20 **It Up River Trail Run on May 25, 2026, at Grand River Park**

21 Clerk Andis said William (Ham) DuBois Sr. met with her to discuss the Pyro Run. She said  
22 the Pyro Run use to be held at the Flat Tops, this year the organizers decided to move it  
23 down to New Castle to Grand River Park. The run would be along County Road 335. Clerk  
24 Andis said after the run there would be a BBQ where the alcohol would be served. Clerk  
25 Andis said she explained to Mr. DuBois that the area would need to be roped off to show  
26 control of alcohol area. She said there would be TIPS trained servers there at the event  
27 and she said staff had no concerns.

28 Councilor G. Riddile asked Mr. Dubois if the current mapping of the alcohol area would be  
29 sufficient. Mr. Dubois said he believed so but asked if he could expand the area just  
30 before the playground.

31 Mayor A. Riddile asked how many participants they have had. Mr. Dubois said they have  
32 had a maximum of 170 participants with 30-40 volunteers. He said they are not  
33 anticipating that many people but don’t know since they are moving it.

34  
35 **Public Hearing – Closed 7:18pm.**

36  
37 **MOTION: Councilor Carey made a motion to Approve Application from the**  
38 **Captain William H. “Pyro” DuBois Jr. Memorial Pilot Training Scholarship Fund**  
39 **for a Special Event Liquor License for Pyro’s Push It Up River Trail Run on May**  
40 **25, 2026, at Grand River Park With the Expansion of the Licensed Area. Councilor**  
41 **Hazelton seconded the motion, and it passed unanimously.**

1 Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting

2  
3 **MOTION: Councilor Hazelton made a motion to Adjourn the Local Liquor**  
4 **Licensing Authority, Reconvene the Town Council Meeting. Mayor A. Riddile**  
5 **seconded the motion, and it passed unanimously.**

6 **Consider Ordinance TC-2026-01 An Ordinance of the New Castle Town Council**  
7 **Granting Conditional Approval of a Final PUD Development Plan, Final Plat, and**  
8 **Vested Rights for Riverside Park Lot 1 (2<sup>nd</sup> reading)**

9  
10 **Public Hearing Vested Rights – Opened 7:20pm.**

11 Attorney McConaughy explained what changes have been made between first and second  
12 reading. He said there is an updated sight plan (Exhibit A). He said the development  
13 agreement is now attached to the ordinance. Attorney McConaughy said the applicant has  
14 requested to pay the water and sewer taps and the water dedication fees over time. There  
15 is already some president for doing that in New Castle especially for commercial  
16 businesses. The request is for the payment made over 10 years; however, staff has  
17 suggested 5 years. In order to do that there would need to be a promissory note with zero  
18 interest. The note would be signed at the time the fees would be due. The water  
19 dedication fee would be at the time the plat is recorded, and the tap fees would be at the  
20 time of building permit.

21 Councilor G. Riddile asked if the tap fees are at the price they are today or when they pull  
22 permit. Attorney McConaughy said it would be the price at the time the note is signed and  
23 first payment would be due.

24 Attorney McConaughy said the second issue is the cost estimates. The ordinance as  
25 already written says the final cost estimates which are used to determine the security  
26 which has to be posted. Town Engineer Simonson has not approved the version of the  
27 cost estimate that the applicant has submitted. Attorney McConaughy said the ordinance  
28 is written to defer to Engineer Simonson to approve the final document.

29 Attorney McConaughy said the last issue is the vested rights period. He said the  
30 presumptive period under town code and state statues for vested rights is three years.

31 The applicant is asking for a longer period. The council had total discretion of what the  
32 period would be and there are some criteria to grant them. Attorney McConaughy  
33 explained that nothing changes if the vested rights expire.

34 Applicant Abdi Pirzadeh said he wants to work with the town. He said the water and sewer  
35 taps fee and the water dedication fee would impact them dramatically since they are small  
36 developers. Mr. Pirzadeh said once the development is completed it would be great  
37 revenue source for the town.

38 Councilor Carey asked for a specific time from the applicant. Mr. Pirzadeh said he is asking  
39 for 10 years' Vested Rights.

1 **Public Hearing Vested Rights – Closed 7:28pm.**

2  
3 Councilor Leland asked Attorney McConaughy of it would be the same agreement used  
4 before. Attorney McConaughy said it would be a promissory note.

5 Councilor G. Riddile said he would agree with year one would be zero and then over the  
6 next 5 years have a payment plan with it being fully paid off in 5 years. Councilor Carey  
7 agreed with the 5-year plan.

8 Councilor Leland said he proposes a promissory note for the payment of tap fees and the  
9 water dedication fees with no interest and no payment the first year and 1/5 payment  
10 made each year for 5 years.

11 Mr. Pirzadeh said it would take them at least a couple of years to build and a couple of  
12 years after that to get established.

13 Mr. Pirzadeh asked the council if they would be willing to give three years to get built and  
14 established before payments are to start. Councilor Carey said she has a concern with  
15 that proposal because it is subjective standard and it's hard because the council may see  
16 it differently than the applicant.

17 Councilor G. Riddile suggested having a 10 percent down payment with no payments for  
18 three years, but it would need to be completely paid off at the end of year 5. The idea is  
19 to have the business up and running with a level of financing.

20 Councilor Carey said a 10 percent down payment and a minimum payment each year so  
21 the applicant doesn't get into a situation with a large sum that would be due at the end of  
22 5 years.

23 Administrator Reynolds said the water dedication fees are due at the time the plat is  
24 reordered. The tap fee are due at the time of building permit. Therefore, there would be  
25 two separate due dates. Administrator Reynolds suggested having the water dedication  
26 fees paid in full and enter into a payment plan for the tap fees. Could defer a year to allow  
27 for the buildings to be built and start payments after the first year for 5 years.

28 Councilor G. Riddile said 10 percent down payment of total tap fees due at building permit  
29 and 10 percent dedication fees would be down payment at time of recording of plat. Then,  
30 year one and two is deferred, then the next three years would be a 10 percent payment  
31 and rest would be due at the end of year 5.

32 Councilor Copeland asked if the agreement is approved and the property is sold would  
33 there be a new agreement with the new owner. Attorney McConaughy said there would  
34 need to be a new development agreement.

35 Administrator Reynolds said finance had a concern about the need for tracking the  
36 payments and how often they would need to be made. Finance would like to have an  
37 annual payment versus a monthly payment. Council agreed to an annual payment.

38 Attorney McConaughy asked council how long they would like the vested rights to be.

39 Council agreed to 5 years effective when the ordinance goes into affect.

40 **MOTION: Mayor A. Riddile made a motion to approve Ordinance TC-2026-01 An**  
41 **Ordinance of the New Castle Town Council Granting Conditional Approval of a**

1 **Final PUD Development Plan, Final Plat, and Vested Rights at 5 Years and**  
2 **Promissory Note With 10 Percent Down for Each Water Dedication Fees at Time**  
3 **of Recoding of Plat and the First Two Years No Payments and Minimum of 10**  
4 **Percent Annually for the Next Three Years With Being Fully Paid at the End of the**  
5 **Third Year; Promissory Note Would be the Same for the Tap Fees Starting at the**  
6 **Time of Building Permit for Riverside Park Lot 1 (2<sup>nd</sup> reading)**  
7 **Councilor Mariscal seconded the motion, and it passed on a roll call vote.**  
8 **Councilor G. Riddile: yes; Councilor Mariscal: yes; Councilor Leland: yes;**  
9 **Councilor Carey: yes; Councilor Hazelton: yes; Councilor Copeland: yes; Mayor A.**  
10 **Riddile: yes.**

11  
12 **Items for Consideration**

13  
14 **Review MOU with SPEAR and Consider Ratification, Withdrawal, or Other**  
15 **Directives to Police Department**

16 Attorney McConaughy said there is an Mou with SPEAR which is a contract however there  
17 is no fiscal obligations listed in the MOU. Council should have voted on the MOU. Chief  
18 Curry said the department has a very limited role with SPEAR. Chief Curry explained at  
19 one point Garfield County had two entities, one was TAG which was the gang unit and the  
20 other was TRIEDENT which was the drug task force. The two units joined as one to form  
21 SPEAR. When SPEAR was formed area police chiefs were asked to be part of the board  
22 whether their departments participated or not. Chief Curry said New Castle Police  
23 Department is too small to assign personnel to it. He said the town doesn't provide any  
24 money or resources to SPEAR. Chief Curry said the department will attend meetings and  
25 have a voice at the meeting to discuss concerns, policy, and procedures. Chief Curry  
26 explained SPEAR can serve search warrants, arrests and operations in town without  
27 letting the police department know that they are in town. He said he has spoken with  
28 Sheriff Vallario to what his desire is with other agencies in the county to be part of SPEAR.  
29 Chief Curry said the main purpose is to supply resources and support major crime  
30 investigations. He said SPEAR has been able to assist with resources to the department in  
31 three major crimes that have occurred in town. He said at the meetings the department  
32 get a lot of information and the department gives nothing. He said New Castle participates  
33 with SPEAR is very limited.

34 Councilor G. Riddile asked if New Castle Police Departments interact with ICE. Chief Curry  
35 said the department does not. ICE is an agency that does not tell the police department  
36 when they are in town and doesn't include the department in anything. Chief Curry said  
37 the agencies that provide most of the information at the meetings are the FBI and DEA.  
38 Councilor Carey said 6.2 in the MOU states "*Utilize pooled intelligence and information*  
39 *resources of all participating agencies..*" she voiced a concern about personal information  
40 being bought and sold easily on the web. She said she is grateful that information can be  
41 shared between agencies, the concern is the potential for abuse of the information if it

1 gets outside of the agencies. Chief Curry said it's no different that how dispatch and  
2 CCIC/NCIC all share information. The department gives very little information, and the  
3 department is more on the receiving information.  
4 Councilor Carey said the state legislature has been tightening up where information can  
5 be shared with. She said she doesn't want information to be shared outside what state law  
6 allows for. Chief Curry said they are prohibited from sharing anybody's immigration  
7 status that is not already publicly available. He said as far as sharing criminal behavior or  
8 activities that is not prohibited.  
9 Attorney McConaughy said there is conflict between federal law and state law, therefore,  
10 the town follows state law.

11  
12 Mayor A. Riddile opened to the public at 7:57pm.

13  
14 Rachael Degraffenried New Castle resident, said SPEAR has an online database which all  
15 law enforcement put information into. She said HSI is a branch of ICE and can freely  
16 share information with law enforcement.

17  
18 Sally Boughton New Castle resident, said she strongly urges the town to withdraw from  
19 the MOU. She shared a story with the council where ICE was involved with a local law  
20 enforcement call for help.

21  
22 Kat McAlpine New Castle resident, said she strongly opposes local law enforcement's  
23 partnership with SPEAR and its involvement with ICE, DHS and HSI. She urges the council  
24 to consider withdrawing participation until there is full public review and formal  
25 ratification.

26  
27 Lee Teran New Castle resident, she is an immigration lawyer and with the kind of  
28 information that is being put into a database for ICE to see or share is opening the town  
29 up to a lawsuit, whether local law enforcement is participating or not.

30  
31 Mayor A. Riddile closed the public at 8:11pm.

32  
33 Attorney McConaughy said the council's options are to make a motion to ratify the MOU  
34 and formalize the signatures, Council could tell the police department that the MOU is not  
35 in effect and to tell the other parties, or to continue to get more information.  
36 Mayor A. Riddile asked Chief Curry if the MOU was not to be ratified by how it would affect  
37 the department and protection of New Castle residents. Chief Curry said it wouldn't  
38 change anything. SPEAR would not, not come assist the town because the town was not  
39 part of the MOU. The only difference is the department would not have a voice at the  
40 meetings. Mayor A. Riddile asked if the department has seen an increase in gang or drug  
41 activity in town. Chief Curry said SPEAR has done a great job in controlling the activities.

1 Councilor Mariscal asked Chief Curry to explain why it is so important to be part of the  
2 meeting. Chief Curry explained it is important to get information on what SPEAR is  
3 working on such as problems and concerns. If, the town is not there while the information  
4 is being shared, the department won't get the information ahead time of SPEAR being in  
5 town. He said having the information ahead time helps the department not to focus on the  
6 same home or suspect at the same time. Not having the information could be dangerous  
7 for law enforcement and officer safety.

8 Councilor Carey said she was concerned about HSI had signed the MOU and didn't see a  
9 reason for them to sign. She said if HSI was not part of MOU she would be more  
10 comfortable with the MOU. Councilor Carey said she would like to know if other  
11 municipalities would be willing to move forward with the MOU without HSI being on it and  
12 would like to stop sharing information. She said she doesn't want to lose the benefit from  
13 SPEAR. Councilor Carey said if HSI was off of the MOU for the time being until there is  
14 better parameters put into the MOU and again stop information sharing.

15 Mayor A. Riddile asked Councilor Carey that she is asking for more research before  
16 decision is made to either ratify or withdrawing from the MOU. Councilor Carey said yes,  
17 but in the interim the police department stop sharing information until we have a better  
18 handle on our liability and whether or not we can proceed without information sharing.

19 Administrator Reynolds said every police agency uses a database that is not SPEAR  
20 sharing database. The database is for when an officer makes a traffic stop it goes from  
21 dispatch and is recorded into the database which has nothing to do with SPEAR. Then,  
22 there is how SPEAR and other agencies are allowed to pull the information from the  
23 database. How SPEAR is getting information as nothing to do with the MOU. Administrator  
24 Reynolds said SPEAR gets information the same way other agencies get information.

25 Councilor Carey asked Chief Curry if the town withdrew from the MOU, would that stop  
26 information from getting uploaded to a database. Chief Curry said no, it would do nothing.

27 Councilor Hazelton said Chief Curry explained that the town's involvement is very limited  
28 for what we put into it but still allows the town to be part of the meetings. He said he is  
29 not willing to withdraw until we have a better understanding.

30 Councilor Leland asked if HSI has access to the database because of SPEAR. If HSI was to  
31 be removed from the MOU would they still have access to the database. Chief Curry said  
32 federal agencies don't have access to local jurisdiction databases unless they were given  
33 access by a local agency. Councilor Leland said he would like staff to speak with other  
34 agencies about how they are handling the MOU. Councilor Leland said Chief Curry said the  
35 department doesn't collect information about immigration status or shar the information.

36 Councilor G. Riddile said he would like more information specifically on the database that  
37 SPEAR has access to and the town complying with state law. Attorney McConaughy said  
38 the MOU in his opinion is not enforceable because it was not approved by the council.

39 Councilor Mariscal suggested leaving the MOU as it is and bringing it back to council at a  
40 later date. She said our police department gets paid to protect our community and that is  
41 what she supports. She said she is comfortable with Chief Curry being at the meetings

1 and being formed on what is happening in our community.  
2 Councilor Copeland said she also doesn't have an issue with the MOU and want to be at  
3 the meetings and have a voice there.  
4 Councilor Carey asked why HSI is on the MOU and would like to have a clear  
5 understanding. She asked if there is a pause on the MOU what are the ramifications for  
6 SPEAR and for the town. Attorney McConaughy said to make it clear for the police  
7 department the council should tonight either ratify or make a motion to direct the police  
8 department to say we are not part of the MOU and can be determined at a future date.  
9 Administrator Reynolds asked for more specific directions from council. Councilor Carey  
10 said ask other municipalities about what they are doing and how they evaluated it. She  
11 said she would like to know what HSI is getting and how they are getting it. Councilor  
12 Carey said she would also like to know what the town's liability is. Councilor Leland said  
13 he would like to have a better understanding of the resources the residents provided to  
14 the council and can it be verified.

15  
16 **MOTION: Mayor A. Riddile made a motion to Continue the Review of the MOU**  
17 **with SPEAR Do Not Consider Ratifying or Withdrawing Until May 19, 2026.**  
18 **Councilor Mariscal seconded the motion, and it passed 6 yes and Councilor**  
19 **Copeland voting no.**

20  
21 **Consider Ordinance TC-2026-03 – Creating Chapter 10.28 of Town Code**  
22 **Concerning Electric Assisted Bicycles (1<sup>st</sup> reading)**

23 Administrator Reynolds said at previous council meetings, and following council  
24 recommendations, staff and our town attorneys have drafted Ordinance TC 2026-3 which  
25 creates Municipal Code Section 10.28 addressing areas of concern related to the use of E-  
26 Bikes within town limits. The recent concern is the growing number of younger e-bike  
27 operators and the safe operations of all e-bikes riders on town trails, pathways, sidewalks  
28 and roads. TC 2026-3 targets safe responsible operations of e-bikes while also recognizing  
29 the importance of allowing riders of all ages the ability to safely operate various types of  
30 e-bikes in all areas of town. Ordinance TC 2026-3 addresses topics such as "Safety  
31 Requirements, Area Where Allowed, Definitions, and Proposed Penalties."

32 Administrator briefly reviewed the ordinance with the council. He said the ordinance would  
33 give the police department a tool to help educate the public. Administrator Reynolds said  
34 for the most part people are behaving while riding their e-bikes.

35 Mayor A. Riddile asked Chief Curry if there is someone under the age of 16 on a class 3 e-  
36 bike they would not be allowed to ride anywhere. Chief Curry said correct state law  
37 doesn't allow anyone under the age of 16 to be on a class 3 e-bike. Mayor A. Riddile  
38 asked the rider would need to prove age with an ID or Drivers License. Chief Curry said  
39 there is no requirement for anybody to prove their age on a bicycle.

40 Councilor Carey said there was discussion about scooters does there need to be language  
41 added for scooters. Chief Curry said state law says they have to be treated equally.

1 Councilor Carey asked if there could add language that would adopt state changes that  
2 would automatically be adopted. Attorney McConaughy said yes, if state statute has a  
3 definition change, then the town code would automatically change.

4 **MOTION: Mayor A. Riddile made a motion to approve Ordinance TC-2026-03 –**  
5 **Creating Chapter 10.28 of Town Code Concerning Electric Assisted Bicycles (1<sup>st</sup>**  
6 **reading). Councilor Leland seconded the motion, and it passed on a roll call vote.**  
7 **Councilor Copeland: yes; Mayor A. Riddile: yes; Councilor Mariscal: yes; Councilor**  
8 **Hazelton: yes; Councilor G. Riddile: yes; Councilor Carey: yes; Councilor Leland:**  
9 **yes**

### 10 11 **Discussion of Town Event Policy**

12 Administrator Reynolds said staff was looking at creating a policy for the town events  
13 since the town currently does not. For the Thursday evening Community Market would  
14 have vendors that have arts, crafts and vegetables. There is a question of whether there  
15 should be guardrails around what each event should look like. The recreation department  
16 is giving out a vendor application to have some guidelines. There have been all sorts of  
17 organizations at the events. Administrator Reynolds said the town doesn't want to shut  
18 anybody down but how to give space for different vendors that wouldn't necessarily fit  
19 into an arts, craft or vegetable vendor spot.

20 Recreation Director Kelley Cox said they don't have a policy, but they do have a mission  
21 statement, and they do have criteria's that help guide them through what vendors are  
22 acceptable and which ones are not. Director Cox reviewed the mission statement with the  
23 council. *"New Castle Community Market focuses on celebrating both the artists and*  
24 *farmers, handmade quality products, yummy food, and friendly community connections.*  
25 *Our weekly markets create a vibrant, welcoming, gathering place, sparking community*  
26 *connections through food, music, arts, and local economic impacts. We strive to be the*  
27 *premier community marketplace where local talent and ecommerce thrive together. Our*  
28 *family-oriented markets will provide a fun-filled showcase for people of all ages,*  
29 *neighbors, friends, and thoughtful consumers."* Director Cox said there are criteria for the  
30 market. She said the criteria *"Our vendor applications will be reviewed and approved by*  
31 *the event organizers based on space availability, unique product descriptions, with giving*  
32 *priority acceptance to past successful vendors, **Local Community Based Organizations.***  
33 *Reasons to exclude a vendor are non-local, products too similar to another vendor, mass-*  
34 *produced items, **politically-motivated**, failure to pay vendor fees, or unsuccessful past*  
35 *experience at a market as deemed by market agents".*

36 Councilor Leland said he has seen vendors at the market that don't fall into the criteria  
37 such as the library selling used books, a couple of religious organizations passing out  
38 materials, the chamber of commerce and Dog adoption. Director Cox said the agreement  
39 she had with the religious groups is that they would not approach anyone and let the  
40 people come to you.

41 Director Cox said she gets dozens and dozens of applications, and they get rejected for

1 many different reasons. She said she doesn't want to lose the option of rejecting an  
2 application because they are political. For an example if she has a baker already in the  
3 market and another baker has an application, she should be allowed to reject the second  
4 application. She said should she would like to have the museum or chamber at the event  
5 even if they are not selling anything and be able to represent the town and bring us  
6 together.

7 Councilor Leland said he doesn't have a problem with political candidates or organizations  
8 have a presence at the event. He said it could be very helpful to people to be able to meet  
9 with the candidates or organizations that they would not otherwise be able to.

10 Councilor Carey suggested adding Community Organizations to the list of criteria which  
11 could catch organizations such as the museum and dog adoption.

### 12 **Discussion Regarding Mayor Pro Tem Appointment Process**

13 Administrator Reynolds said per Article III of the Town of New Castle Charter – “At the  
14 first regular meeting following a general election, the Council shall appoint one of its  
15 Members as Mayor Pro Tem, who shall act as Mayor during the absence of the Mayor  
16 with all powers herein granted to the Mayor. Such appointment shall be made by a  
17 majority of the Council Members present constituting a quorum.”

18  
19  
20 As the general election is to be held on the first Tuesday following the first Monday of  
21 April in each even numbered year, which would be April 7, 2026; New Castle's Town  
22 Charter requires that the Mayor Pro Tem be appointed during the April 21, 2026, regular  
23 Town Council meeting.

24  
25 Because the Town Charter does not specify the exact selection and appointment process,  
26 town staff would like to discuss and suggest the following:

- 27 ▪ Council members who are interested in serving as the Mayor Pro Tem shall submit  
28 a letter of interest to the Town Clerk prior to April 15, 2026.
- 29 ▪ Town Clerk shall distribute the letters of interest to all Town Council members no  
30 later than close of business on April 17, 2026.
- 31 ▪ Town Council members may review the letters of interest prior to the April 21,  
32 2026, Town Council meeting.
- 33 ▪ During the April 21, 2026, meeting, Town Council may hear directly from each  
34 Council member who submitted a letter of interest.
- 35 ▪ Directly following a short informational word from all candidates, Town Council  
36 members shall each cast a written ballot vote for one of the Mayor Pro Tem  
37 Candidates.
- 38 ▪ This process shall remain the same regardless of the number of Mayor Pro Tem  
39 candidates.

1 Attorney McConaughy said the ballots cannot be secret; they are still public record. He  
2 said it is not a binding vote; it is a tool to assist with the motion.  
3 Councilor Hazelton said he would not only like to see letters of interest but also letters of  
4 recommendations.

5  
6 **Consent Agenda**

7 Items on the consent agenda are routine and non-controversial and will be approved by  
8 one motion. There will be no separate discussion of these items unless a council member  
9 or citizen requests it, in which case the item will be removed from the consent agenda.

10  
11 March 17, 2026, Minutes

12 March Bills \$837,325.18

13  
14 **MOTION: Mayor A. Riddile made a motion to approve the Consent Agenda.**  
15 **Councilor Carey seconded the motion, and it passed unanimously.**

16  
17 **Staff Reports**

18 **Town Administrator** –Administrator Reynolds said he and Assistant Rochelle Firth has  
19 been working with the organization that will be running the recycling program. He said  
20 they are on application “C” which is lengthy and they had to reach out Mountain Waste  
21 and recycling for information. Administrator Reynolds said he has been working with First  
22 Baptist Church who has a few ideas to help the homeless senior to possible renovate the  
23 garage that is on the property. Administrator Reynolds said the town did receive a thank  
24 you from Western Slope Veterans for the grant money. Administrator Reynolds said he  
25 met Noreen Nolan who was part of the Downtown Group a few years ago. She would like  
26 to get the group back together. He said the group dissolved due to lack of interest. Ms.  
27 Nolan would like to know if council would like to bring the group back together again and  
28 it would involve money. He said he could point them to the Chamber of Commerce.  
29 Councilor Leland said when the Downtown Group was active there was a purpose such as  
30 cleaning up downtown and placing historic markers in front of historic buildings with an  
31 AGNC grant. He said if Ms. Nolan has an idea, she can start the group back up with  
32 volunteers. Councilor Mariscal said she would like to be involved with conversations with  
33 the business owners. Councilor Carey said the town can support them but at this time it  
34 doesn’t need to be a commission that would take staff time. Administrator Reynolds said  
35 LOVA Trail Jeanne Golay would like to pursue a short trail from the pedestrian bridge to  
36 the driveway Elk Creek Elementary School. Ms. Golay would like the town to apply for a  
37 grant application, manage the project and get a ROW permit from the school.  
38 Administrator Reynolds said its school property and the school has not been approached  
39 yet. He said the first thing is for LOVA to approach the school to see if this is something  
40 that they would want. Ms. Golay did mention Safe to School Grant. The trail would not be  
41 meant to go to the front of the school; the trail would go as far as the driveway to the

1 school. Administrator Reynolds said Earth Day is April 23, 2026. CEC will be handing out  
2 door hangers regarding the watering restrictions. Administrator Reynolds said he is out on  
3 vacation from April 23, 2026- May 1, 2026. Administrator Reynolds said CCCMA and  
4 Garfield County Energy Symposium will be next. He said he would be bouncing back and  
5 forth between the two. Administrator Reynolds said the town was named 2026 Trail Town  
6 USA by International Mountain Bike Association. He said there were only 28 towns that  
7 were named Trail Town USA. The criteria is it has to be assessable trails from the town,  
8 community investment, vibrant culture and a variety of surface tops. Administrator  
9 Reynolds said the fencing that has gone up around the new development across from VIX  
10 Park the trails will still be accessible around the fencing. The developer will rebuild the  
11 trails once the development is finished. The town has worked with the developers to  
12 protect as much of the open space as possible. Administrator Reynolds said the town was  
13 awarded the Best Place Small Town Main Street Award. He said there are no boarded-up  
14 buildings downtown and there are things for people to do. The town has the ice-skating  
15 rink, gaming tables at Ritter Plaza and all the events downtown. Administrator Reynolds  
16 said he and Assistant Firth were in Glenwood Springs for the work session on Emergency  
17 Evaluation. There were questions about wildfire evacuations. There were discussions  
18 about how evacuations work and don't work.

19 **Town Clerk** – Clerk Andis reminded the council about the CML Conference at the end of  
20 June. If you would like to attend to please contact her. Clerk Andis said the water  
21 department will start reading all meters starting this month for summertime usage. The  
22 meters will be read from April – October. Clerk Andis said she has received letters of  
23 interest from the various commissioners for reappointments. She asked the council if they  
24 would like to interview for the reappointments. Council said the letters would be sufficient.  
25 Clerk Andis said she had handed out the council current assigned schedule for different  
26 commissions and committees. At the next council meeting there will need to be new  
27 appointments to the commissions and committees. Clerk Andis said a question had arisen  
28 regarding how the raw water was being calculated for a commercial account. Staff is doing  
29 research on the calculation.

30 **Town Treasurer** – not present

31 **Town Planner** – not present

32 **Public Works Director** – not present

33

### 34 **Commission Reports**

35 **Planning & Zoning Commission** –Mayor A. Riddile said they have met

36 **Historic Preservation Commission** –Councilor Copeland said she was not able to attend  
37 the meeting.

38 **Climate and Environment Commission** – Councilor Leland said the commission agreed  
39 to purchase more disposable ware for the community center. He they have not gotten any  
40 grant applications therefore, they are going to leave the grants open. He said there is a  
41 commissioner on CEC who has a friend that is a accomplished mural artist who is will to

1 give the town a quote for the mural.  
2 **Senior Program** –Clerk Andis said the BOCC had approved the changed to the Bylaws.  
3 She said the Traveler had 60 one-way riders for the month of February, which is down  
4 slightly. There were 67 participants at the New Castle meal site which is also down  
5 slightly.  
6 **RFTA** – have not met. Councilor Copeland said they will be meeting Thursday, April 9,  
7 2026, but will not be able to attend.  
8 **AGNC** – Councilor Hazelton said he was not able to attend but Assistant Firth did.  
9 **GCE** - Councilor Leland said he was not able to attend.  
10 **EAB** – have not met  
11 **POSTR** – Administrator Reynolds said they will be meeting tomorrow at VIX Park at  
12 4:00pm, to explore options for pickleball courts and possible reconfiguration of the pump  
13 track.  
14 **Council Comments**  
15 Councilor G. Riddile reminded council and staff about emails being subject to CORA  
16 requests.  
17 Councilor Leland said there is some concern about fish endangerment due to low water in  
18 Elk Creek. He said Evergreen Zero scaping has changed their route in New Castle. They  
19 have been picking up buckets at homes, now they are picking up at a central location  
20 behind the New Castle Coffee Shop at the plaza.  
21 Councilor Mariscal thanked Councilor Carey for all of her work with e-bikes. She thanked  
22 everyone who came to the mayor’s forum at CMC.  
23 Councilor Carey said she last Saturday she did Coffee with a Councilor regarding water.  
24 She said the R2 construction has started and wanted to make sure there was a finalized  
25 traffic plan.  
26 Councilor Hazelton asked if there would be a link on the town’s Facebook page about  
27 development. Councilor Carey suggested having a “Hot Topic” on the town’s website.  
28 Councilor Hazelton said starting the Downtown Group is a great idea but don’t want to get  
29 involved in a lot of projects. He said if there is concern about the fish, CPW should be  
30 contacted.  
31 Mayor A. Riddile said thanked everyone who attended the meeting and stayed for the  
32 meeting. He said the IMTPR is important to have a representative from the town to be on  
33 the board as a voice for New Castle. He said in the next 10-15 years there will need to be  
34 a bridge replacement over I70.  
35 **Items for Future Council Agenda**  
36 There were no items for future council agenda.  
37  
38 **Adjourn**  
39 **MOTION: Mayor A. Riddile made a motion to adjourn.**  
40 The meeting adjourned at 9:57 p.m.

1  
2  
3  
4  
5  
6  
7  
8  
9

Respectfully submitted,

---

Mayor A. Riddile

---

Town Clerk Mindy Andis, CMC

DRAFT