



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

Agenda

New Castle Town Council Regular Meeting

Tuesday, October 21, 2025, 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. Presentation – RIDE – Dee Stiers

B. Update – Public Works regarding Roundabout Project

C. Consider Resolution TC 2025-20 - A Resolution of the Town of New Castle Town Council Approving of a Conditional Use Permit for Mobile Vending Carts or Stands (I.E. Food Trucks) on Property Located in the C-1 Zone District

D. Presentation - Proposed 2026 Budget

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.

[October 7, 2025, minutes](#)

Feather Petroleum Company (Stop-N-Save) Liquor License Renewal

Tapatios Liquor License Renewal

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

POSTR

Council Comments

Items for Future Council Agenda

Adjourn



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Memorandum

To: Mayor & Council
From: David Reynolds
Re: Agenda Item: Update from the R.I.D.E. Organization
Date: 10/21/2025

The purpose of this agenda item is to receive an update from the Riding Institute of Disabled Equestrians (R.I.D.E.).

“Located in just outside of Silt and founded in 1993, R.I.D.E. is a private, nonprofit organization that provides equine-assisted activities through therapeutic programs to developmentally and physically disabled children and adults and offer equine-facilitated mental health activities. These activities are designed to exercise a rider's muscles, increase the mobility of the pelvis, hips, and spine, and create an experience for the rider of walking on their own.” <https://www.coloradoride.org/about-us>

The Town of New Castle has supported R.I.D.E. with funds from our Outgoing Grants Program, and would like to use this opportunity to gain insight into the valuable work that the organization does for residents of this valley.



The Riding Institute
for Disabled
Equestrians



The Story of R.I.D.E

The R.I.D.E program has been run by Dee and Poke Stiers as well as other family since 1993. The whole family has a shared passion for horses and helping others. While living in Oahu their whole family worked at a Equine therapy center. Once they moved down to Silt, Colorado they built a Equine therapy center of their own, R.I.D.E and the rest is history.



R.I.D.E Mission



“Our mission is to empower children and adults with developmental and physical disabilities through the transformative connection between horse and rider. By providing safe, inclusive, and compassionate horseback riding experiences, we foster personal growth, physical strength, confidence, and joy, enriching lives one stride at a time.”





13

Horses on the ranch

60

Volunteers ages 12+

150

Students ages 3-100 years

Benefits of Therapeutic Riding

Mental

- Self-awareness
- Self-confidence
- Concentration
- Self-discipline

Physical

- Balance
- Coordination
- Strength

Veteran Outreach Program

Christmas at Home



Our goal with the veterans is to create an environment where they feel welcome and free to form connections outside of their home.

Quality Time



Riding in the Summer



Fall/Spring Outreach Program



The spring and fall outreach program focus on school age children. They are either high risk or significant needs. The students brush and help take care of the horses in addition to riding them. They also work on teamworks skill and conflict resolution.

Strive to Thrive



Strive to thrive is a
Make A Wish program
that comes for one day
each summer





A picture is worth a thousand words

Thanks!

Do you have any questions?

Stie8@alo.com

brandismythe@comcast.net

(970)876-2987

www.coloradoride.org

<https://www.facebook.com/ridewithdisabilities>

CREDITS: This presentation template was created by [Slidesgo](#), and includes icons by [Flaticon](#), and infographics & images by [Freepik](#)



A Hero Within...

Why are the horses such a foundational part of our team? Horses are prey animals, designed to be exceptionally sensitive to the environment around them so that they can detect potential threats. A horse has the unique ability to sense energy levels, body language, and emotional state from up to thirty feet away. As herd animals, their survival depends on strong social connections and communication within their herd. This social instinct and sensitivity enable horses to genuinely tune in to the emotions and intentions of those around them, including humans. Horses also possess the remarkable ability to fully

embrace each moment, remaining focused on the present without dwelling on the past or worrying about the future. I'd like to think that if only we, as humans, could act as horses act, we might be in a better place.

Let us explore deeper into how horses truly change lives here at the Riding Institute for Disabled Equestrians.

We serve a diverse population of people who face personal challenges, each with their own unique background, experiences, needs, and aspirations. From veterans learning to cope with PTSD, to children on the autism spectrum. From individuals battling depression, anxiety, addiction, to those who experience physical challenges. Each person who walks through the gate brings their own unique story. But In return, our horses meet each person where they are, without judgment; offering a genuine form of acceptance, connection, and curiosity.

The horses help us to step out of our own minds and become present with them. From the smallest horse to the largest, each seeing the good in people, extending trust to the person's inner self. The self that may be broken, grieving, or lost. It's the moment when you feel a quiet, genuine connection - the moment you begin to believe in yourself, that things can get better, and that healing is possible. They provide us with a glimpse of goodness in this world. When you encounter that special horse for the first time and think, "I connect with this one because she's different and misunderstood like me", you are then able to find a safe space, where you can lower your defenses, feel secure, grounded, loved, and truly heard. Thus, cultivating a bond from our unspoken word that is built on trust and mutual respect, which brings us a sense of hope, peace, comfort, and belonging. Their gentle and selfless nature, yet powerful souls, leave us with amazement and awe. They are their own special hero within.

If you would like to help and sponsor one of our horse heroes, which provides feed and care for the horses throughout the year, please contact Dee Stiers at 970-876-2987.



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Memorandum

To: Mayor & Council
From: David Reynolds
Re: Agenda Item: Roundabout Project Update
Date: 10/21/2025

The purpose of this agenda item is to receive an update from Public Works Director John Wenzel and Public Works Coordinator Cody Kessel regarding the roundabout landscape project. John has been working with CDOT Engineers, our project Landscape Architect, and SGM Engineers to revise portions of the plans to meet CDOT requirements. Cody has been working with an artist on the sculpture feature of the project and has exciting visuals of the Miner Statue that is proposed for this project.

Example #1





Example # 2





Example # 3







Town of New Castle
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New Castle, CO 81647

**Building & Planning
Department**
Phone: (970) 984-2311
Fax: (970) 984-2716
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**Planning Commission – Public Hearing
Tuesday, October 21st, 2025
Resolution TC 2025-20
Staff Report**

Name of Applicant	Moo, LLC
Mailing Address	417 Allison Lane, Basalt, CO 81647
Property Address	677 W Main St, New Castle, CO 81647
Name of Property Owner	Moo, LLC, c/o Rachel Houchin and Jerome Trappier
Existing Zoning	C-1 Commercial
Surrounding Zoning	Commercial (C-1), Residential (R-1), Performance (P)
Surrounding Land Uses	Public parking, Residential, UHaul Rental, Public ROW - Railroad, and Public Works Facility; Catering
Most Recent Uses of Property	Fabrication/Welding; Storage; Auto Repair;
Proposed Use of Property	Up to two (2) mobile food vendors on property
Property Size	7,050sf

I. Background:

The Applicant is proposing a mobile food vendor use for the property located at 677 W Main St. in downtown New Castle. *“Mobile vending carts or stands,”* are listed as conditional uses in the Commercial C-1 district (MC Section 17.36.050). There is already a conditional use permit for mobile food vendors in New Castle, Down Valley Brewing PZ 2024-2, along with temporary permits issued during organized events in public open space such as Burning Mountain or VIX Parks.

The **Submittal, page 3** provides context for the request: The Applicant is currently repurposing the existing structure for a catering/commissary location. **Submittal, page 9** shows the proposed food truck placement directly east of the existing building.

After the Planning Commission’s recommendation of approval with conditions on September 24th, 2025, the Applicant seeks Council approval to improve dining options for downtown. If approved, Moo LLC anticipates having a maximum of two food trucks on site. The site is expected to be prepped and ready by the fall 2025. Council, therefore must make one of the following decisions on the application:

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

Approval Criteria: An approved application shall:

- 1.) be eligible for conditional review under § 17.84.040;
- 2.) be generally compatible with adjacent land uses;
- 3.) meet all requirements of § 17.84.020 of the Code, comply with Title 17 of the Code, and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;
- 4.) be consistent with the comprehensive plan; and
- 5.) show that the Town has the capacity to serve the proposed use with fire and police protection and is not required to provide water or sewer service.

II. Staff Review and Comment:

1.) *Is the application eligible for conditional review under 17.84.040?*

As part of the C-1 zoning district “mobile food carts or stands” are considered conditional uses (17.36.050). No other type of mobile food vendors will be considered with this application.

2.) *Is the proposal generally compatible with adjacent land uses?*

Adjacent land uses include:

- Public parking
- UHaul Rental
- Residential
- Railroad

The C-1 district allows for a diversity of uses including retail, services, and residential. A food establishment would benefit patrons and employees who frequent those uses, while supplementing the mobile food vendors approved in 2024 at 589 W Main St (i.e. the Down Valley Brewery). A slight uptick in foot/vehicle traffic in the west end of Town is to be expected. However, the Applicant has proposed measures to inhibit excessive noise, smells, lighting, or any general unsightliness during hours of operation (**Submittal, pages 7 & 17**). With those measures in place, up to two additional mobile food vendors appears reasonably compatible with surrounding uses.

3.) Does the proposal meet 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?

The requirements of section 17.84.020 are addressed in the table below:

a. Adjacent land uses;	• Discussed in section 2.
b. Boundary and size of lot;	• 7,050sf
c. Building location height and setbacks	• Existing structure: 18'; Mobile vendor: ~10'
d. Off-street parking and loading areas	• Parking: N/A; Loading: rear of lot off alleyway;
e. Points of ingress & egress	• Vehicle access: will mainly be at rear of lot. Some vehicles likely to short-cut at U-Haul entry.
f. Service and refuse areas	• Southeast corner of lot.
g. Signs and lighting	• Signage requires permit. Lights to be dark-sky.
h. Fencing, landscaping, and screening	• Screening options were discussed with P&Z.
i. Compliance with performance standards	• Applicant agrees to comply with performance standards.
j. Anticipated utility requirements	• Adequate services are available.

Note, screening options were discussed with P&Z at the public hearing. Those options were of the vegetative/landscaping type, but were not finalized. Recently, P&Z and Council did require Down Valley Brewing to store or screen all auxiliary equipment incidental to the use of the food truck. The same condition has been added to the attached resolution. With modest landscape screening, Staff does not have further concerns with compliance to section 17.84.020 or Title 17.

4) Is the proposal consistent with the comprehensive plan?

A central objective of New Castle’s Downtown Plan is to foster a civic environment that promotes small town ambiance and economic vitality, dubbing it the “heart and soul of the community” (Comprehensive Plan, pg. 9). Restaurants have long filled a social niche for communities, especially city centers. Though New Castle has lost a couple of brick-and-mortar restaurants over the years, restaurants of the mobile variety have the potential to revitalize this aspect of Town.

One important element of mobile food trucks is the lower operational cost. In an era of inflated construction costs, labor costs, and higher inflation in general, the adaptability of these businesses

often make them better suited for such economic times. Additionally, since the vendors are not permanent, a diversity of food opportunities is potentially available to the community over time.

It is also important for Council to be mindful that mobile vendors, to some extent, compete with our valued brick-and-mortar operations. A saturation of mobile vendors in any one area could adversely impact traditional restaurant establishments and each other. However, done well, Staff feels mobile vendors will function symbiotically with other businesses. In other words, more food options generate more downtown activity which improves foot traffic for other businesses which in turn supports existing restaurants in a virtuous circle.

5) Does the proposal show that the Town has the capacity to serve the proposed use with fire and police protection and is not required to provide water or sewer service.

The site plan was reviewed and discussed with the fire marshal. Public Works does not anticipate any change to water and sewer service.

III. Staff Recommendations:

Staff recommends approval of Resolution TC #2025-20 with the following conditions:

- A. Development of the Property shall be consistent with the site plan shown on **Submittal, page 9** and as may be revised by the Town Council. No more than two mobile food vendors will be permitted on the Property and only within a designated parking zone as depicted. Other types of mobile vendors are not authorized to operate under this conditional use permit.
- B. The mobile food vendors shall have daily hours of operation no earlier than 8am and no later than 9pm.
- C. The bathroom facilities of the existing building shall be made available to food truck/trailer employees during all hours of operation per the requirements of Garfield County Public Health and Human Services. Toilets shall not be available to patrons.
- D. Any auxiliary equipment, materials, or supplies necessary for the function of any mobile food vendors shall be stored out of site or otherwise screened from public view by means of fencing, landscape ornamentation, or other approved means of concealment. Within six months after the issuance of the conditional use certificate, Staff shall inspect the visual impacts of the food truck(s). Any concerns not resolved within 30 days of the inspection shall be subject to condition I, below.
- E. A trash receptacle shall be provided and maintained on the southeast corner of the Property.

- F. Loading, staging, and supplying of mobile food vendors shall occur either off the south alleyway or Main Street (i.e. US 6). Vendors and patrons shall be blocked from accessing the property from the adjacent lot to the east with the use of non-permanent barriers such as vegetative landscaping, gabion walls, signage, or otherwise with an alignment of the food trucks/trailers that obstructs such access.
- G. The use approved in the Application shall not be conducted until the Town Planner has issued a conditional use certificate. That certificate shall be issued only after the Applicant has entered into an agreement with the Town specifying that all conditions imposed by the Town council will be completed and that the use and improvements will be in accordance with the approved Application site plan and development schedule. The conditional use certificate must be issued within one year of the date of final approval by Town Council, or the application is deemed withdrawn by the Applicant and is of no further force and effect.
- H. 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.
- I. 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.
- J. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all accessibility requirements, as well as all performance standards, county licensing, and public health requirements.
- K. Any added exterior lighting will be dark sky compliant pursuant to the Comprehensive Plan Goal EN-4.
- L. 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.
- M. 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.

- N. Prior to issuance of the conditional use certificate, a six (6) foot privacy fence shall connect the southwest corner of the existing structure on the Property and the northeast corner of the garage structure located on the adjacent lot to the west at 681 W Main Street to preempt nuisance concerns during hours of operation (see **Submittal, pages 9 & 10**). Town Council shall approve final design and location.

IV. Application Exhibits:

- A. Land development application
- B. Agreement to pay consulting fees
- C. Applicant packet
- D. Signed Performance Standards
- E. Public Notice
- F. Property Owners Within 250 Feet
- G. Notarized Affidavit of Public Notice



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

LAND DEVELOPMENT APPLICATION

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

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.

Applicant: Moo LLC	
Address: 417 Allison Lane Basalt, CO 81621	Phone: 9707738814 E-mail: rockymtnmoo@gmail.com
Property Owner: Moo LLC	
Address: 417 Allison Lane Basalt, CO 81621	Phone: 9707738814 E-mail: rockymtnmoo@gmail.com
Contact Person: Rachel Houchin	
Address: 417 Allison Lane Basalt, CO 81621	Phone: 9707738814 E-mail: rockymtnmoo@gmail.com
Property Location/Address: 677 W Main Street, New Castle, CO 81647	
Legal Description: Lot: 1, 2 & THE E1/2 OF LOT 3	Acres: ~0.41
Existing Zone (e.g., Residential R-1, Commercial C-1): C-1	Existing Land Use: Storage

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 |

<i>Rachel Houchin</i>	7/7/25
Applicant Signature	Date



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 7 day of July, 20 .

<u>Rachel Houchin</u> Applicant (Print Name)	<u>Rachel Houchin</u> Signature of Applicant
<u>9707738814</u> Telephone Number	<u>417 Allison Lane, Basalt, CO 81621</u> Mailing Address of Applicant
<u>rockymtnmoo@gmail.com</u> Email	<u>rockymtnmoo@gmail.com</u> Email Address of Applicant
<u>Moo LLC</u> Property Owner	<u>Rachel Houchin</u> Signature of Property Owner
<u>Owner</u> Relationship of Owner to Applicant	<u>417 Allison Lane, Basalt, CO 81621</u> Owner Mailing Address

Type of application: Conditional Use Permit

Property description: Lots 1,2 and E 1/2 of Lot 3, Block 14, Town of New Castle
Revised 3/2021

Moo LLC - Conditional Use Permit

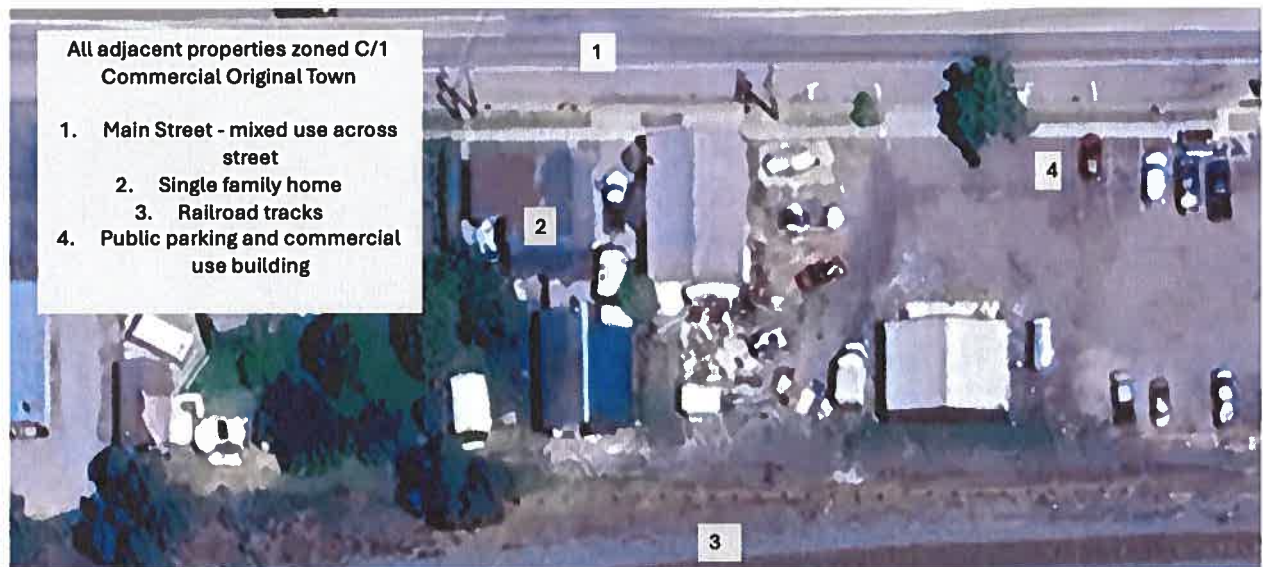
Purpose: Moo LLC is seeking approval for a conditional use permit to establish a designated food truck pad on the east side of our property, just two blocks from Colorado Drifters. Our goal is to host up to two food trucks at a time to bring diverse, high-quality food options to the neighborhood, support small mobile food vendors, and enhance the experience of those visiting our space.

We are proud to be a part of this community and believe that adding food truck options will contribute positively to the area's culinary offerings and atmosphere, while aligning with our mission to create a welcoming and engaging destination.

Below is a copy of the municipal code and required sections for application. Referencing: New Castle Municipal Code Section 17.84

https://library.municode.com/co/new_castle/codes/code_of_ordinances?nodeId=TIT17ZO_CH17.84COUS_17.84.010PU

1. A complete site plan illustrating:
 - a. Adjacent land uses and location of adjacent structures



2. Boundary and size of site Boundaries and Site Image
 - a. Boundary North- W Main Street
 - b. Boundary East- U-Haul commercial building and public parking
 - c. Boundary South- Alleyway separating building and railroad tracks
 - d. Boundary West- Single Family home



3. Building location, height and setbacks

- a. Building Location: Lots 1,2 and E ½ of Lot 3, Block 14, Town of New Castle, County of Garfield
- b. Height: ~18 feet
- c. Setbacks and site image



1. Food Truck Operations: Location, Definition, Hours & Loading Areas
 - i. Food trucks will remain entirely on private commercial property
 - b. There will be no disruption to New Castle public spaces or town operations.
 - ii. We plan to host no more than two food trucks at a time.
 - iii. All participating food trucks will undergo a strict screening process to ensure they meet high standards of cleanliness, professionalism, and a shared commitment to maintaining a tidy, well-kept area. This includes experience in mobile food service and a willingness to align with our expectations for site presentation and community interaction.
 - iv. Posted operating hours clearly on each truck will be a requirement - to ensure consistency and reliability for customers and the community.
 - v. All loading and unloading will take place on our private land
2. Off-street parking
 - i. Off-street parking – there is no current plan for off-street parking
3. Points of ingress & egress
 - i. Only owners and employees of the food truck will have access to the building (solely for use of the bathroom). There will be no access allowed to customers.
 1. Food truck owners and employees can access by the back door, which is on the south side of the building (towards the alley).
4. Service and refuse areas
 - i. Refuse will be placed on the Southeast corner of site and pickup is in same location.
5. Signs and exterior lighting
 - i. Description and site image of current signs and exterior lighting
 1. Signs isolated to food trucks. Food trucks to have own lighting
 2. Small existing lighting on building above front door (shown in photo) and above back entrance door.



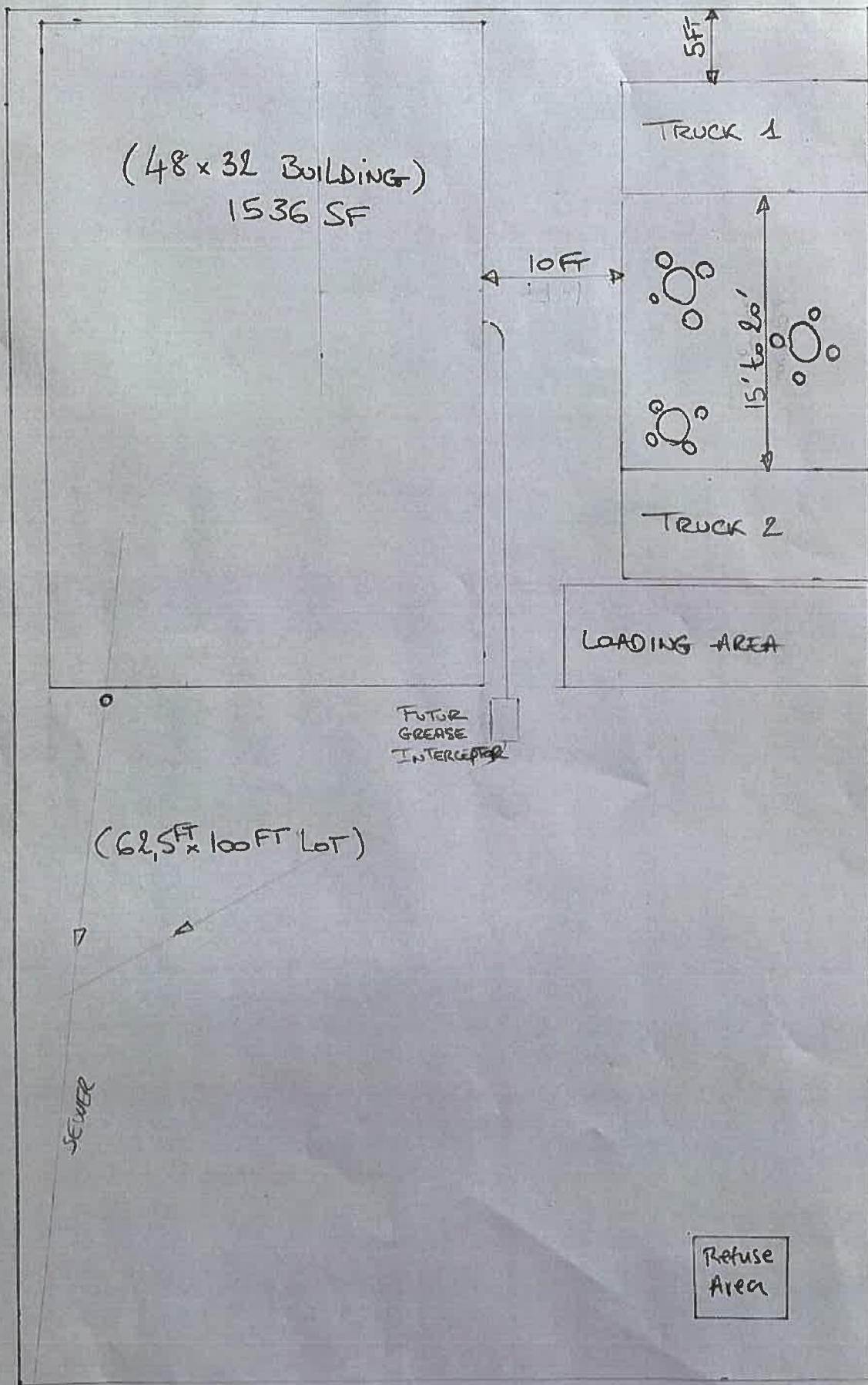
6. Fencing, landscaping and screening
 - i. The front has already been significantly improved. There is now usable space that customers and employees can travel and continue to be well-kept.
7. Compliance with performance standards
 - i. We will adhere to all city, state, and federal codes and ordinances and will continue to do so.
 - ii. We will also require that the food trucks adhere to all codes and ordinances.
8. Anticipated utility requirements
 - i. Electricity:
 1. What is Drifters allowed?
 2. Generators will not be allowed
 - ii. Water:
 1. All food trucks must have their own clean water tanks and storage
 2. We will allow for refill from a spigot between services
 - a. They will not be allowed a continuous hookup, just refill access
 3. Greywater & Waste:
 - a. Trucks have holding tanks for wastewater, which they will be required to dispose of off-site.
2. Time schedule for development:
 1. We aim to provide services as soon as feasibly possible, as we would like to give the food trucks the option to begin operating during the busier summer season. The location is ready to receive food trucks currently.
3. Other information:

1. While there are brick-and-mortar restaurants in town, they are not consistently open or convenient for quick, spontaneous meals. We believe the addition of two food trucks will provide a reliable, accessible option for a quick bite — especially given the proximity to one of the busiest intersections in New Castle.
2. As active professionals in the food industry through our catering business, we bring firsthand experience and a strong understanding of quality, operations, and customer expectations. With that in mind, we plan to implement a selective and structured application process for participating food trucks. This will ensure that all vendors meet high standards in food safety, cleanliness, customer service, and overall presentation.
3. Each food truck will be expected to maintain consistent operating hours, helping to build customer trust and ensure reliability for local residents and visitors alike. Maintaining a clean, aesthetically pleasing space will also be a priority, contributing positively to the surrounding environment.
4. This model has proven successful in nearby communities — for example, the consistently operating Mexican food truck near Woody Creek Distillery in Basalt, or the well-maintained and popular food truck options in Glenwood Springs. The locations in Rifle and Silt are so popular that these locations even have waitlists due to high demand!



5. We believe that allowing a limited number of well-vetted food trucks in New Castle will enhance the town's food offerings, support local entrepreneurship, and bring vibrancy to a key location — all while maintaining quality, consistency, and visual appeal.

9/24/25 P&Z site Plan



10/21/95 Council Site Plan

(48 x 32 BUILDING)
1536 SF

TRUCK 1

TRUCK 2

LOADING AREA

FUTUR
GREASE
INTERCEPTOR

(62,5 FT x 100 FT LOT)

Refuse
Area

Building
Bay

BA
Fence

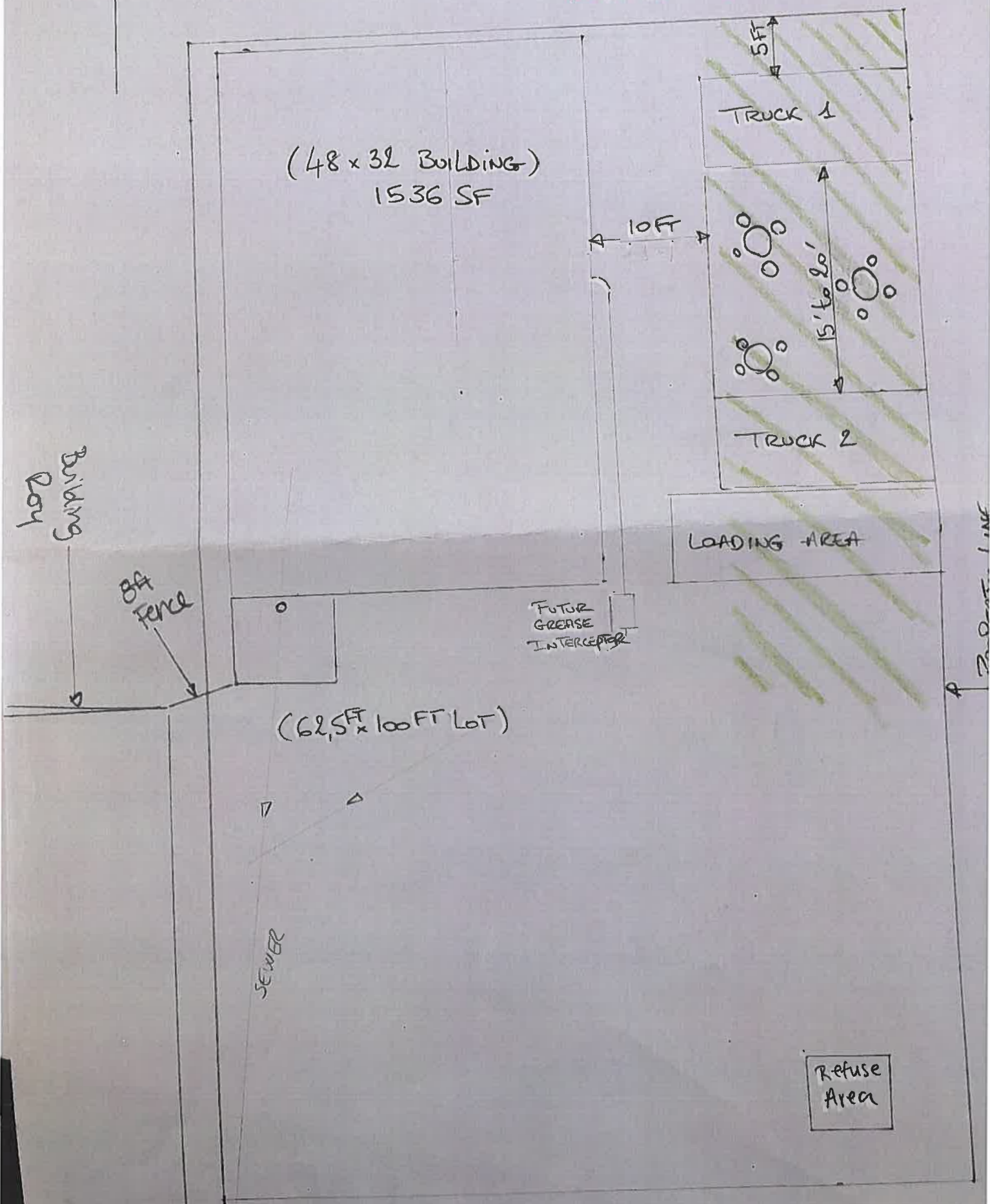
SEWER



5 FT

10 FT

15' to 20'





Paul Smith

From: Rachel Houchin <rhouchinrachel@gmail.com>
Sent: Wednesday, July 30, 2025 7:19 PM
To: Paul Smith
Cc: Remi Bordon; Jerome Trappier
Subject: Re: Food Truck Land Development Application - 677 W Main
Attachments: Privacy plan divider 1.jpeg; Seating Example 6.jpg; Seating Example 3.jpg; Revised siteplan 7.30.25.jpeg; Performance Standards_signed.pdf

CUTION: 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 all notes below in **red**.

On Wed, Jul 30, 2025 at 9:46 AM Paul Smith <psmith@newcastlecolorado.org> wrote:

Hi Rachel,

I've provided a list of items for clarification:

1. NC does not have the best track record with food trucks. What type of management will you provide that guarantees the reliability of these businesses? Sort of an open-ended question, but it will be helpful that you are aware of what PZ and Council are thinking when you meet. **To ensure the reliability and quality of the food truck operations on the property, we will implement the following management practices:**

Vendor Screening & Agreements: All food truck operators will be required to sign a use agreement outlining expectations regarding cleanliness, conduct, hours of operation, and adherence to local health and safety regulations. We will prioritize working with vendors who are already licensed and in good standing with the county health department.

Regular Communication: We will maintain direct communication with all participating vendors to ensure schedules are honored and any issues are addressed promptly.

On-Site Oversight: A designated site manager (either myself or Jerome) will routinely check in on operators during active hours to ensure trucks are present, operating responsibly, and following all agreed-upon terms. We plan to be present at the building relatively frequently, therefore operations will be easily monitored.

Accountability Measures: Any vendor failing to meet expectations or missing scheduled appearances without sufficient notice will risk losing access to the site. We will maintain a waitlist of other interested vendors to ensure continuity and consistency.

1

Community Standards: We are committed to ensuring the space remains clean, safe, and welcoming.

1. The CUP will only apply to mobile "food" vendors. No other mobile vendors will be allowed. **Yes, noted**
2. Explain how outdoor seating area will be managed - kept cleaned, trash dumped (like we discussed on the phone). Each food truck is required to have their own hand washing station. Between any change in duty (such as handling food, to cleaning tables, to taking orders/handling payment), employees are required to wash their hands (this is routine, standard practice). Each food truck will be responsible for collecting all the trash, keeping the area clean and sanitizing tables. Each food truck is also required to have their own sanitizer. Which can be used to keep the table area clean. This will be outlined in the agreement that we have with each food vendor.
3. We will need hours of operation provided. You will not need precise hours at this point, but they will want to know whether it is open early or late and how deliveries will be handled. **Noted.** We will require specific hours of operation for each food truck. Each food truck will be responsible for handling their own deliveries (someone will need to be on site).
4. Alcohol will not be served? It will not be served.
5. Will the rear alley be used: deliveries, trash, parking, etc.? If so, we will need to reach out to neighbors to get the alley cleared. **Yes, the rear alley will be used for deliveries, trash and potential parking.**
6. Provide examples or renderings of how the trucks/trailers/sitting area will appear to the public. Screening will be important towards main street. This will be an important aspect for P&Z's review. See ideas attached. **They are not definitive, but we would like a small seating area, with some shade provided between the two trucks. Screening wise - we were thinking of either potted plants (such as in the attached photo) or a fence.**
7. Sign the performance standards (see attachment); **attached**
8. If you plan to provide seating outdoors, show locations on site plan. **It will be inbetween the two food trucks. See attached revised plan.**
9. There will not be port-a-potties onsite. **Noted.**
10. There will not be outdoor concerts or events on the property because of bathroom limitations and zoning requirements. **Correct.**
11. Trucks will be self-contained. Any grease will be hauled-off, correct? **For the time being, yes. Until we have the grease trap installed, where we can then reconsider.**
12. Trucks shall comply with dark-sky and sign code requirements. **Noted.**
13. Council will likely want a 1-year anniversary review to comment on the status of the businesses. This was what you observed with Drifters. **That is fine.**

Answers to your questions from the previous email:

- No additional street lighting will be provided. Street lighting on US6 I believe is managed by CDOT.
- Provisions for electrical access were not included with their approval. Any accessory equipment needs to be hidden from view. If there is a generator it needs to comply with the noise statutes.

Get back to us as soon as you can about the alley use. It may take a little time to get the neighbors on board!

2

Thank you,

Paul Smith

Town Planner/Inspector

psmith@newcastlecolorado.org

(970) 984-2311 #108



From: Rachel Houchin <rhouchinrachel@gmail.com>

Sent: Monday, July 7, 2025 11:35 AM

To: Paul Smith <psmith@newcastlecolorado.org>

Cc: Remi Bordelon <rbordelon@newcastlecolorado.org>; Jerome Trappier <Djefamily@yahoo.com>

Subject: Food Truck Land Development Application - 677 W Main

CUTION: 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,

Thank you again for taking the time to meet with us the other day — we truly appreciate your guidance.

As discussed, please find attached our completed Food Truck Land Development Application. We based it on the materials and examples you shared with us and have done our best to include all relevant information. Please don't hesitate to reach out if anything further is needed or if you have any questions.

We do have a couple of follow-up questions:

1. **Lighting** – From what we can tell, there doesn't appear to be any city-provided street lighting near our building. Can you confirm if that's correct?
2. **Electricity Access** – Do you know what kind of electrical capacity Drifters was approved for with their two proposed food trucks? We didn't see specific details in the application you showed us.

Thanks again, and we look forward to hearing from you.

3

Best,

Rachel and Jerome

SCHEDULE A (continued)

LEGAL DESCRIPTION

The Land referred to herein is located in the County of **Garfield**, State of **Colorado**, and described as follows:

Lots 1, 2, and the East 1/2 of lot 3,
Block 14,
TOWN OF NEW CASTLE

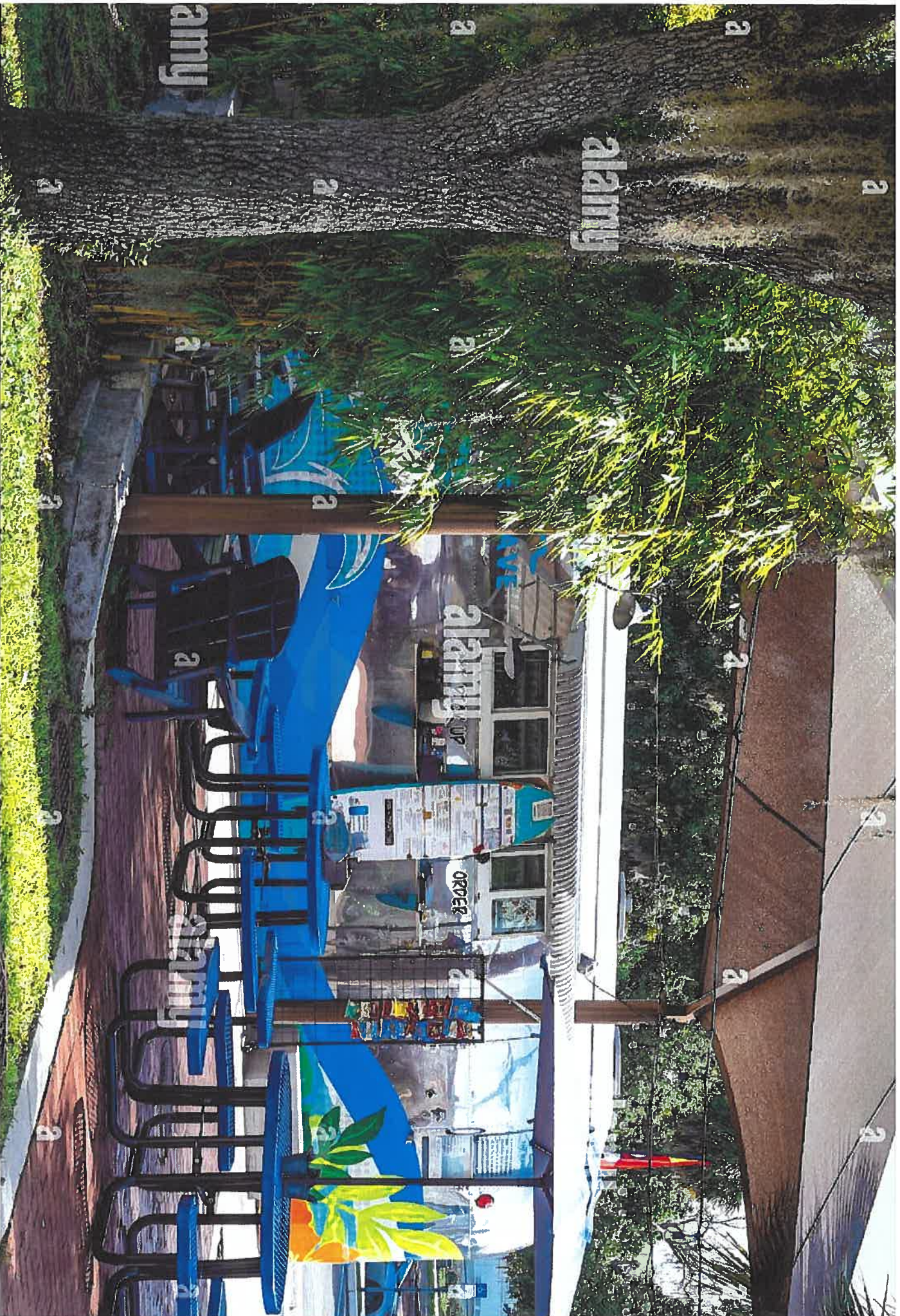
For each policy to be issued as identified in Schedule A, Item 2, the Company shall not be liable under this commitment until it receives a specific designation of a Proposed Insured, and has revised this commitment identifying that Proposed Insured by name. As provided in Commitment Condition 4, the Company may amend this commitment to add, among other things, additional exceptions or requirements after the designation of the Proposed Insured.

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

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alamy

Image ID: 38RFJTG
www.alamy.com







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

PERFORMANCE STANDARDS

I, Rachel Houchin, ON THIS DATE 7/31/25 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: Ord. 261, Sec. 15.04.090, 1983

Rachel Houchin

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

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

Date: September 24, 2025

Time: 7:00 PM

Place of meeting: 450 W Main St.
Town Hall, New Castle, CO

Brief description of meeting: Presentation of Conditional Use Permit application for up to two (2) food trucks operating on commercial lot downtown.

Legal description: Lots 1, 2, and the East ½ of lot 3, Block 14, Town of New Castle

Common address: 677 W Main Street, New Castle, CO 81647

Applicant: Moo, LLC (Rachel Houchin)

Landowner: Moo, LLC

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.

Garfield County, CO

Property Results

22 Results

[Click to Show Photos](#)

Account Number	Owner	Property Address	City	Map
R009969	NEW CASTLE, TOWN OF	0	NEW CASTLE	Map
R380001	GLIDDEN HARMONY LLC	681 W MAIN ST	NEW CASTLE	Map
R380049	RAPP, CONSTANCE A.	742 W MAIN ST	NEW CASTLE	Map
R380099	SHOCKLEY, AARON & SHOCKLEY, MEAGAN & COL	600 W MAIN ST	NEW CASTLE	Map
R380104	CARTWRIGHT, ADAM H	620 W MAIN ST	NEW CASTLE	Map
R380126	MCFARLAND, RONALD P & LINDA G	721 W MAIN ST	NEW CASTLE	Map
R380133	RIEGER, MICHAEL THOMAS & JOHANN G & SHAR	732 W MAIN ST	NEW CASTLE	Map
R380136	BOLAND, WHITNEY M & SALO, ANDREW W	111 N 6TH ST	NEW CASTLE	Map
R380179	SHRULL, JAMES O & SAMANTHA J	644 W MAIN ST	NEW CASTLE	Map
R380183	MALLOY, TODD F	562 W MAIN ST #A	NEW CASTLE	Map
R380215	WARD, CHARLSEY J	640 W MAIN ST	NEW CASTLE	Map
R380218	SMYTHE, RYAN C & BRANDI	129 N 6TH ST	NEW CASTLE	Map
R380279	MOO LLC	677 W MAIN ST	NEW CASTLE	Map
R380282	FAMILY MATTERS LLC	589 W MAIN ST	NEW CASTLE	Map
R380325	JOANNAS DILEMMA LLC	731 W MAIN ST	NEW CASTLE	Map
R380328	NEW CASTLE, TOWN OF (SEWAGE PLANT)	202 KAMM AVE	NEW CASTLE	Map
R380336	NEW CASTLE, TOWN OF	0 W MAIN ST	NEW CASTLE	Map
R380353	CRUZ HERRERA, MARGARET MONGE & MARCOS	111 N 7TH ST	NEW CASTLE	Map
R380381	VAN GORP, EMILY ANN	702 W MAIN ST	NEW CASTLE	Map
R380634	RIITNER, ROBERT L	720 W MAIN ST	NEW CASTLE	Map
R380636	NEW CASTLE, TOWN OF	667 W MAIN ST	NEW CASTLE	Map
R380825	RUIZ, IGNACIO	136 N 7TH ST	NEW CASTLE	Map

The Garfield County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. Data is subject to constant change and its accuracy and completeness cannot be guaranteed.
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 Last Data Upload: 7/31/2025, 12:07:53 AM

Contact Us



**TOWN OF NEW CASTLE, COLORADO
PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ 2025-3**

A RESOLUTION OF THE NEW CASTLE PLANNING AND ZONING
COMMISSION RECOMMENDING APPROVAL OF A CONDITIONAL USE
PERMIT FOR MOBILE VENDING CARTS OR STANDS (I.E., FOOD
TRUCKS) ON PROPERTY LOCATED IN THE C-1 ZONE DISTRICT.

WHEREAS, on or about July 7, 2025, Moo, LLC, c/o Rachel Houchin (“Applicant”) submitted a Conditional Use Permit Application (“Application”) concerning its property described as Block 14, Lots 1, 2, and the East ½ of Lot 3, Original Townsite of New Castle, and having an address of 677 W. Main Street, New Castle, CO (the “Property”); and

WHEREAS, the Property is zoned C-1; and

WHEREAS, the Property is currently improved with a 1,536 square-foot structure and surrounding parking areas; and

WHEREAS, Applicant intends to operate a catering/commissary business and two mobile food vendors on the Property; and

WHEREAS, Chapter 17.36 of the New Castle Municipal Code (the “Code”) establishes the permitted and conditional uses for the C-1 District; and

WHEREAS, Applicant’s proposed mobile food vendors, i.e. “mobile vending carts or stands,” use (the “Proposed Use”) is eligible for conditional use review by virtue of its inclusion on the list of conditional uses under § 17.36.050 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 September 19, 2025, to consider the Application; and

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

1. is eligible for conditional review under § 17.84.040;
2. is generally compatible with adjacent land uses;
3. 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. is consistent with the comprehensive plan; and
5. the Town has the capacity to serve the proposed use with 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 operation of up to two mobile food vendors, i.e. “mobile vending carts or stands”

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. Development of the Property shall be consistent with the site plan shown on Exhibit A to this Resolution and as may be revised by the Town Council. No more than two mobile food vendors will be permitted on the Property and only within a designated parking zone as approved by Town Council. Other types of mobile vendors are not authorized to operate under this conditional use permit.

B. Applicant shall provide and comply with a schedule for daily hours of operation of the mobile food vendors, which schedule will be reviewed and approved by Town Council.

C. The bathroom facilities of the existing building shall be made available to food truck/trailer employees during all hours of operation per the requirements of Garfield County Public Health and Human Services. Toilets shall not be available to patrons.

D. Any auxiliary equipment, materials, or supplies necessary for the function of any mobile food vendors shall be stored out of site or otherwise screened from public view by means of fencing, landscape ornamentation, or other approved means of concealment. Within six months after the issuance of the conditional use certificate, Staff shall inspect the visual impacts of the food truck(s). Any concerns not resolved within 30 days of the inspection shall be subject to condition I, below.

E. A trash receptacle shall be provided and maintained on the southeast corner of the Property.

F. Loading, staging, and supplying of mobile food vendors shall occur either off the south alleyway or Main Street (i.e. US 6). Vendors and patrons shall be blocked from accessing the property from the adjacent lot to the east with the use of non-permanent

barriers such as vegetative landscaping, gabion walls, signage, or otherwise with an alignment of the food trucks/trailers that obstructs such access.

G. The use approved in the Application shall not be conducted until the Town Planner has issued a conditional use certificate. That certificate shall be issued only after the Applicant has entered into an agreement with the Town specifying that all conditions imposed by the Town council will be completed and that the use and improvements will be in accordance with the approved Application site plan and development schedule. The conditional use certificate must be issued within one year of the date of final approval by Town Council, or the application is deemed withdrawn by the Applicant and is of no further force and effect.

H. 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.

I. 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.

J. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all accessibility requirements, as well as all performance standards, county licensing, and public health requirements.

K. Any added exterior lighting will be dark sky compliant pursuant to the Comprehensive Plan Goal EN-4.

L. 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.

M. 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.

N. Prior to issuance of the conditional use certificate, a six (6) foot privacy fence shall connect the southwest corner of the existing structure on the Property and the northeast corner of the garage structure located on the adjacent lot to the west at 681 W Main Street to preempt nuisance concerns during hours of operation. Town Council shall approve final design and location.

THIS RESOLUTION PZ 2025-3 was adopted by the New Castle Planning and Zoning Commission by a vote of 5 to 0 on the 24th day of September, 2025.

NEW CASTLE PLANNING AND
ZONING COMMISSION

By: 
Allison Cotey, Vice-Chair
Alison

ATTEST:


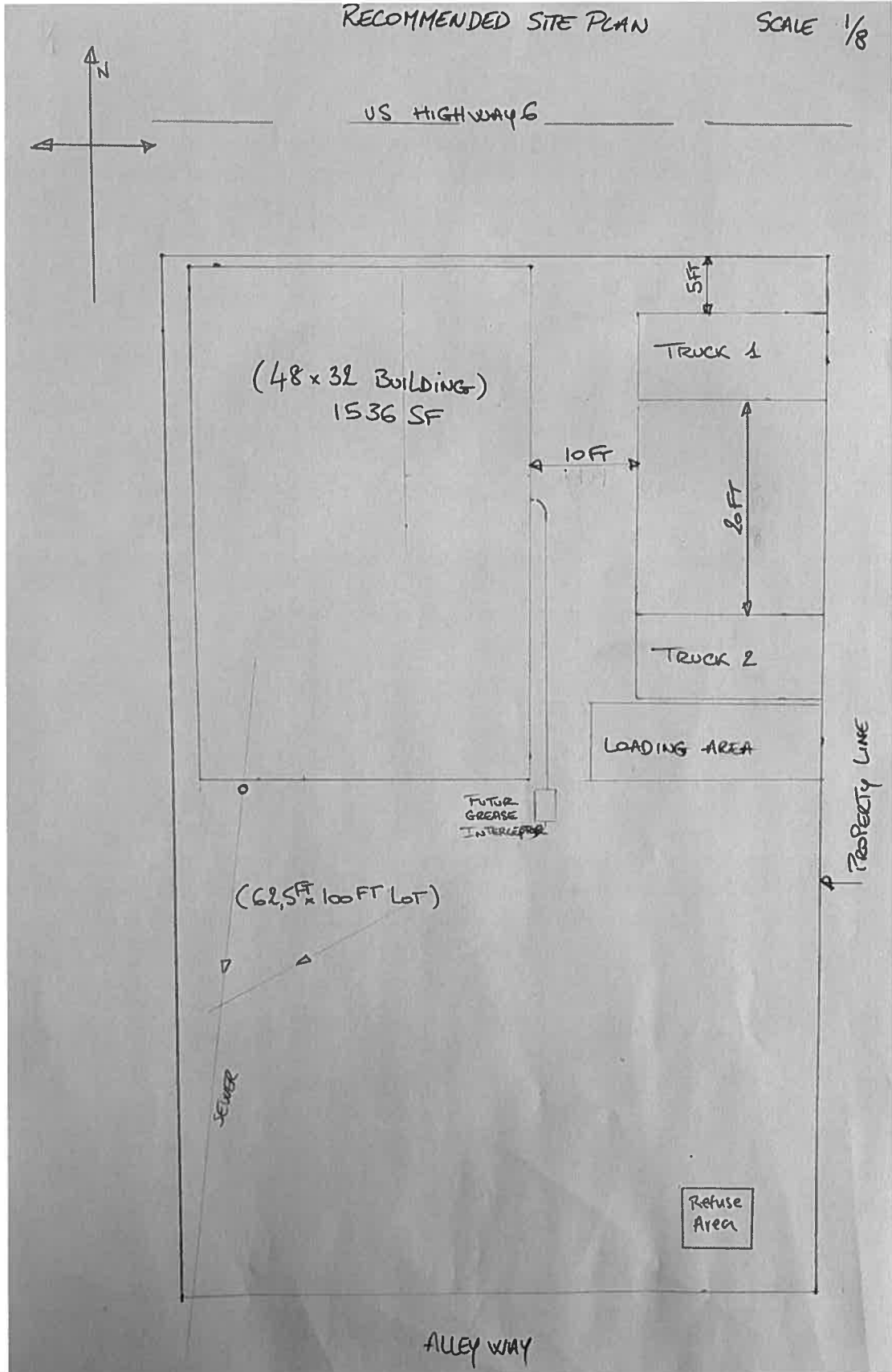

Michelle Huster, Professional Assistant
to the Town Clerk



EXHIBIT A
Site Plan

RECOMMENDED SITE PLAN

SCALE 1/8



TOWN OF NEW CASTLE, COLORADO
RESOLUTION NO. TC 2025-20

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL APPROVING A
CONDITIONAL USE PERMIT FOR MOBILE VENDING CARTS OR STANDS
(I.E., FOOD TRUCKS) ON PROPERTY LOCATED IN THE C-1 ZONE
DISTRICT.

WHEREAS, on or about July 7, 2025, Moo, LLC, c/o Rachel Houchin (“Applicant”) submitted a Conditional Use Permit Application (“Application”) concerning its property described as Block 14, Lots 1, 2, and the East ½ of Lot 3, Original Townsite of New Castle, and having an address of 677 W. Main Street, New Castle, CO (the “Property”); and

WHEREAS, the Property is zoned C-1; and

WHEREAS, the Property is currently improved with a 1,536 square-foot structure and surrounding parking areas; and

WHEREAS, Applicant intends to operate a catering/commissary business and two mobile food vendors on the Property; and

WHEREAS, Chapter 17.36 of the New Castle Municipal Code (the “Code”) establishes the permitted and conditional uses for the C-1 District; and

WHEREAS, Applicant’s proposed mobile food vendors, i.e. “mobile vending carts or stands,” use (the “Proposed Use”) is eligible for conditional use review by virtue of its inclusion on the list of conditional uses under § 17.36.050 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 September 19, 2025, to consider the Application and has recommended that Town Council approve the Application with conditions; and

WHEREAS, pursuant to Code § 17.84.050, Town Council finds that the Application:

1. is eligible for conditional review under § 17.84.040;
2. is generally compatible with adjacent land uses;
3. 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. is consistent with the comprehensive plan; and
5. the Town has the capacity to serve the proposed use with 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 operation of up to two mobile food vendors, i.e. “mobile vending carts or stands”

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

A. Development of the Property shall be consistent with the site plan shown on Exhibit A to this Resolution. No more than two mobile food vendors will be permitted on the Property and only within the designated parking zone depicted on Exhibit A. Other types of mobile vendors are not authorized to operate under this conditional use permit.

B. Mobile food vendors shall have daily hours of operation starting no earlier than 8:00 a.m. and ending no later than 9:00 p.m.

C. The bathroom facilities of the existing building shall be made available to food truck/trailer employees during all hours of operation per the requirements of Garfield County Public Health and Human Services. Toilets shall not be available to patrons.

D. Any auxiliary equipment, materials, or supplies necessary for the function of any mobile food vendors shall be stored out of site or otherwise screened from public view by means of fencing, landscape ornamentation, or other approved means of concealment. Within six months after the issuance of the conditional use certificate, Staff shall inspect the visual impacts of the food truck(s). Any concerns not resolved within 30 days of the inspection shall be subject to condition I, below.

E. A trash receptacle shall be provided and maintained on the southeast corner of the Property.

F. Loading, staging, and supplying of mobile food vendors shall occur either off the south alleyway or Main Street (i.e. US 6). Vendors and patrons shall be blocked from accessing the Property from the adjacent lot to the east with the use of non-permanent barriers such as vegetative landscaping, gabion walls, signage, or otherwise with an alignment of the food trucks/trailers that obstructs such access.

G. The use approved in the Application shall not be conducted until the Town Planner has issued a conditional use certificate. That certificate shall be issued only after the Applicant has entered into an agreement with the Town specifying that all conditions imposed by the Town council will be completed and that the use and improvements will

be in accordance with the approved Application site plan and development schedule. The conditional use certificate must be issued within one year of the date of final approval by Town Council, or the application is deemed withdrawn by the Applicant and is of no further force and effect.

H. 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.

I. 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.

J. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all accessibility requirements, as well as all performance standards, county licensing, and public health requirements.

K. Any added exterior lighting will be dark sky compliant pursuant to the Comprehensive Plan Goal EN-4.

L. 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.

M. 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.

N. Prior to issuance of the conditional use certificate, a 6-foot-tall privacy fence shall be constructed in the location shown on Exhibit A to connect the southwest corner of the existing structure on the Property and the northeast corner of the garage structure located on the adjacent lot to the west at 681 W Main Street to preempt nuisance concerns during hours of operation. The fence shall be of the general design and materials shown in the Application materials submitted to Town Council at its October 21, 2025, meeting.

THIS RESOLUTION TC 2025-20 was adopted by the New Castle Town Council by a vote of ___ to ___ on the 21st day of October, 2025.

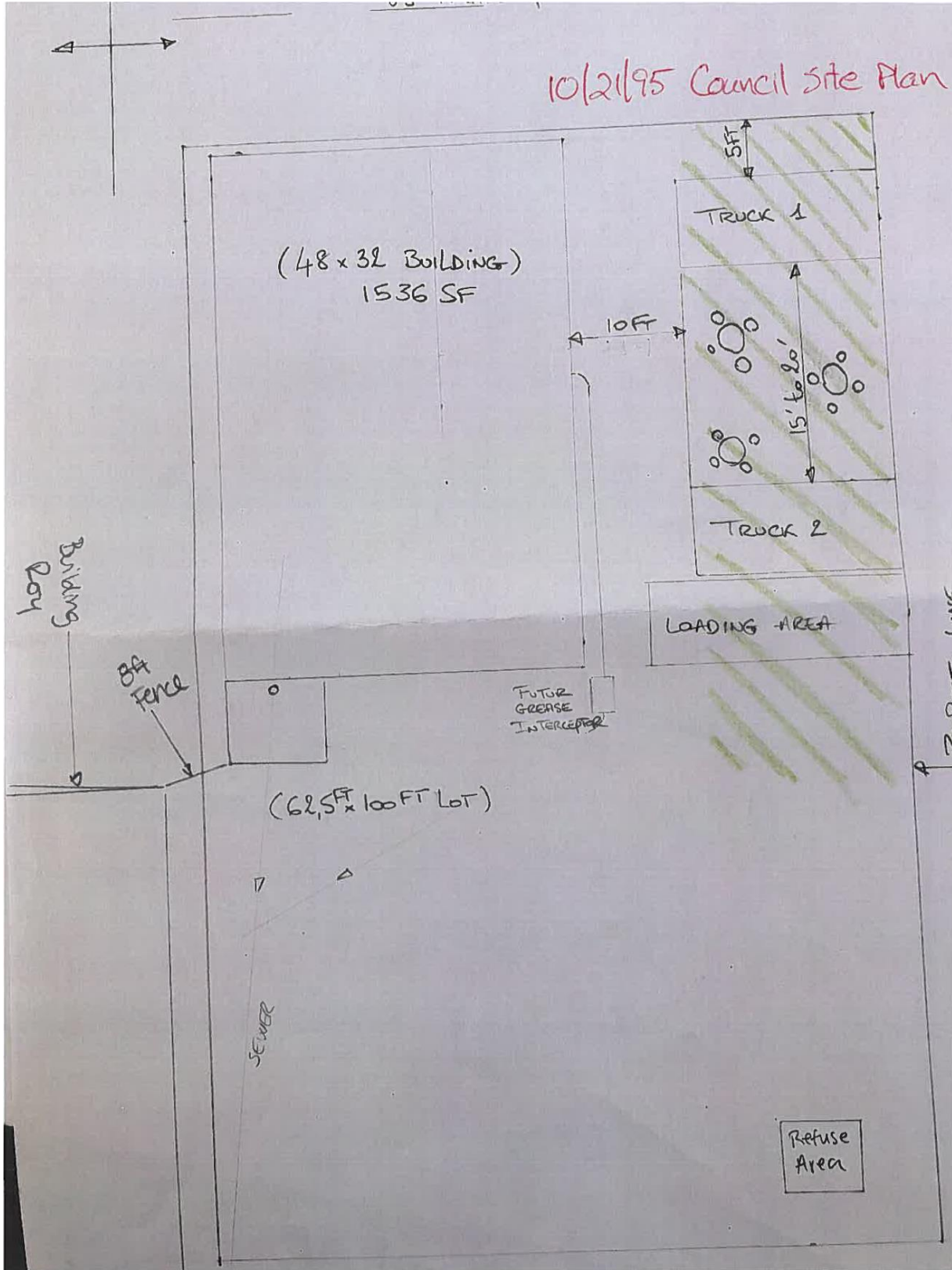
NEW CASTLE TOWN COUNCIL

By: _____
Art Riddile, Mayor

ATTEST:

Mindy Andis, Town Clerk

EXHIBIT A
Site Plan



1 **New Castle Town Council Regular Meeting**
2 **Tuesday, October 7, 2025, 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 **Roll Call**

8 Councilor Carey
9 Councilor Mariscal
10 Councilor Hazelton
11 Mayor A. Riddile
12 Councilor Copeland
13 Councilor Leland
14 Councilor G Riddile

15
16 Absent none
17
18

19 Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds,
20 Treasurer Viktoriya Ehlers and members of the public.

21
22 **Meeting Notice**

23 Clerk Andis verified that her office gave notice of the meeting in accordance with
24 Resolution TC 2025-1.

25 **Conflicts of Interest**

26 There were no citizen comments
27

28 **Agenda Changes**

29 There were no agenda changes

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

31 New Castle resident Jeff Boardman voiced his concern regarding the noise from Down
32 Valley Brewing. He said the past weekend there was an Octoberfest event and the music
33 was very loud to where it was disrupting his enjoyment of his home. He said that he didn't
34 get notification that Down Valley Brewing was going to be an event center and that is
35 what it feels like it is turning into.

36 Mayor A. Riddile said the town will be addressing the issue with the owner of Down Valley
37 Brewing. He asked if Down Valley Brewing needs to have a permit to have music.

38 Administrator Reynolds said no, there is a noise ordinance where they can't exceed a
39 certain noise decimal.

40 New Castle resident Lauren Prentice said she had attended the event on Saturday, and it
41 was put on by the library and there were a lot of games happening.

42 New Castle resident Vin Binder said he lives across the street, and the noise is nothing
43 new. There have been noise issues from the beginning. He said there has been live music
44 at Hog Back Pizza and it have not had any issues.

Town Council Meeting
Tuesday, October 7, 2025

1 **Consultant Reports**
2 Consultant Attorney – not present
3 Consultant Engineer – not present

4 **Items for Consideration**

5 **Presentation/Update – New Castle Chamber of Commerce**

6 Administrator Reynolds introduced Chamber President Siobahn Milholm and Treasurer
7 Cyndi Speedy. He said the New Castle Chamber of Commerce here is to update the town
8 council on events, programs, memberships and other business that they accomplished in
9 2025 and looking forward to in 2026.

10 Ms. Speedy said the chamber is growing steadily. She said in 2021 there were zero
11 chamber members and in 2025 there are 101 chamber members. Their goal was 100
12 members. The chamber’s goal for 2026 is 125 members. Ms. Speedy said the chamber
13 will have a new logo in 2026, they also have an Instagram page, as well as some new
14 BINGO games for 2026. Ms. Speedy thanked the town for being the sponsor of the Block
15 Party. The event keeps getting bigger each year with more recognition. She said the
16 chamber board is discussing having a second event in fall 2026.

17 Councilor Copeland asked if the chamber increased the membership fee. Ms. Speedy said
18 at this time they are not going to increase the membership fee since they just raised the
19 fees \$50.00 in 2024. They are discussing possibly having a tiered fees.

20 Councilor Copeland asked if they were asking for more of a donation for next year. Ms.
21 Speedy said no they are thankful for the support and the partnership with the town.

22

23 **Presentation/Update – New Castle Trails - Rides and Reggae**

24 Administrator Reynolds introduced Roaring Fork Mountain Bikers Association (RFMBA)
25 Executive Director Mike Pritchard. Administrator Reynolds said as the New Castle Trails
26 Group has gone through some changes in the last year, RFMBA, New Castle Trails, town
27 staff and local business owners worked to organize and host a slightly scaled back 2025
28 Rides and Reggae Event. Receiving great reviews by event goers, the 2025 Rides and
29 Reggae event was once again a summer hit. Mr. Prichard will update the town council on
30 the details of the event. Mr. Pritchard reviewed his presentation with the council (**Exhibit**
31 **A**).

32 Mayor A. Riddile said he understood that it is time to take another direction from Rides
33 and Reggae and have other types of events. He said trails maintenance is very important,
34 and the bike park does need some improvements.

35 Councilor Hazelton asked Administrator Reynolds how the event went from town staff
36 viewpoint. Administrator Reynolds said change is always a challenge but New Castle Trails
37 and RFMBA have stepped up and went well and smoothly. Administrator Reynolds said
38 Parks Opens Space Trails and Recreation Committee (POSTR) started again and
39 partnering with RFMBA and New Castle Trails.

40

41 **Presentation - Proposed 2026 Budget**

42 Administrator Reynolds and Treasurer Ehlers reviewed the 2026 draft budget with the
43 council.

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Purpose:

The purpose of this memorandum is to outline the preliminary draft elements of the 2026 budget.

Background and Discussion:

Staff has been working toward developing a 2026 budget with an emphasis on spending controls and maximizing revenue opportunities. Overall, operating cost increases are rapidly beginning to exceed revenue, and we are consciously attempting to keep the budget balanced with these increases in mind.

Budget assumptions play a significant role in both the revenue and expenditure numbers that make up the budget. For this draft of the 2026 budget, staff has taken, what we feel, is a very realistic approach to both revenues and expenses.

As of today, the draft 2026 General Fund budget reflects a starting deficit of (\$199,238).

Staff has developed the following revenue and expenditure assumptions for Council's review:

Revenues:

- 1. 1% - Sales Tax Income Increase over 2025 projections. YTD 2025 revenues are 4.48% over 2024 revenues cumulatively but averaging only at 1.77% . 2025 projected revenue = \$2,663,827 vs budgeted \$2,692,000, deficit of (\$28,173). 2026 budgeted \$2,690,466.*
- 2. \$317,639 – 2025 Estimated Tobacco Tax collection vs budgeted \$295,000, surplus of \$22,639. YTD 2025 revenues are trending at 3.31% from 2024. 2026 budgeted revenue of \$287,000 is 10% less than 2025 projected revenues.*
- 3. Mineral Lease Distribution 2025 revenues are \$106,268 vs budgeted \$150,000, gap of (\$43,732). 2026 budgeted \$0.*
- 4. Severance Tax Distribution collection for 2025 \$2,288 vs budgeted \$65,000, deficit of (\$62,712). 2026 budgeted \$0.*
- 5. 2025 Property Tax Revenue are projected at \$658,173 as budgeted. 2026 budgeted at \$738,539 which is 12% increase per preliminary valuation.*
- 6. Franchise Tax 2025 projected \$158,193 vs budgeted \$165,000, deficit of (\$6,807). YTD 2025 revenues are at 0.77% from 2024. 2026 budgeted \$160,000.*
- 7. Building permit revenues assume 80 R2 apartments and 14 Lakota units in 2026.*

1 8. *Trash Service Revenue assumed to increase by 6% in order to keep account in balance.*

2

3 **Expenses:**

4 9. *45 FTE budgeted in 2026, including 1 Police Chief, 1 Police Cleark, 1 Police Officer, 1*
5 *Clerk Assistant, and 1 Admin Asst to Town Administrator, that were budgeted in 2025 but*
6 *not filled.*

7 10. *5% COLA is built into 2026 budget. Each 1% increase equates to approximately*
8 *\$40,727 – split \$28k to General Fund and \$12k to Utility Fund. Total salaries, employer*
9 *taxes and retirement = \$4,512,030 (increase of \$434,683 from 2025 budget). General*
10 *Fund portion = \$3,377,484. Utility Fund portion = \$1,134,546.*

11 11. *Health insurance premiums increased by 13.5% for 2026. The Town’s portion =*
12 *\$1,045,764. Increase of almost \$222,219 from 2025.*

13 12. *Property/casualty insurance is estimated to increase by 15% or \$28,170 over 2025*
14 *due to acquisition of new properties and completion of capital projects. Workers’*
15 *compensation costs are currently assumed at 10% increase or \$4,102 over 2025.*

16 13. *Streets chip seal, crack seal & asphalt overlay total \$300,000 in the 2026 budget. The*
17 *sidewalk maintenance budget is \$30,000.*

18 14. *2026 fuel prices are budgeted at 5% over 2025 projected costs. (\$79,272 vs*
19 *\$86,400).*

20 **Special Events and Appropriations for Special Interest Groups, etc currently in**
21 **2025 budget:**

22 15. *Branding and Marketing 10-5040-257 \$1,000*

23 16. *Chamber of Commerce 10-5040-254 \$7,000*

24 17. *Economic Development 10-5040-250 \$15,000*

25 18. *Historic Preservation 10-5040-609,610 \$3,500*

26 19. *Climate & Environ Comm 10-5040-620 \$1,000*

27 20. *Other Special Events 10-5070-610 \$6,500 (New Yrs Eve, Chili Cook-off, etc)*

28 21. *Burning Mountain Festival 10-5070-974 \$18,500*

29 22. *Community Market 10-5070-976 \$5,500*

30 23. *Outgoing Grants 10-5080-500 \$15,000*

31 24. *River Center Donation 10-5080-504 \$18,000*

1 25. Garfield County Detox Center 10-5080-506 \$10,000 (not budgeted for 2026)

2 26. Youth Zone 10-5080-516 \$ 4,000

3 27. New Castle Trails 10-5075-704 \$30,000

4 28. Middle CO Watershed 20-6040,6080-220 \$ 2,500

5 29. Garfield Clean Energy 20-6040,6080-220 \$17,300 (requesting 5% increase)

6 30. Wildfire Collaborative 10-5040-280 \$2,000

7 Notes & other considerations:

- 8 • Committed – Long Term Capital Reserve remaining at \$800,000.
- 9 • \$35,000 has been moved to Assigned – Police MDTs set up.
- 10 • Z Track Mower \$16,000 and Trailer \$5,000 purchases moved from GF to CTF.
- 11 • Fall protection \$10,000 moved from GF to CTF.
- 12 • Opioid Fund Revenue moved to Public Safety Revenue 10.4010.663 to assist with
- 13 K9 training.
- 14 • ARPA interest revenue has not been recognized in 2025 nor projected in 2026 due
- 15 to incomplete projections for UF Capital Projects.

16 Councilor Carey asked how confident is staff 80 building permits in 2026 pending the
17 increase cost of building supplies. Administrator Reynolds said staff have had
18 conversations with the developer and the developer will be coming back into council. The
19 developer wants to switch part of the rental units to for sale units. Staff will be continuing
20 conversations with the developers.

21
22 Treasurer Ehlers said the Cemetery revenue fund is just a guess of how many plots would
23 be purchased in 2026, and the expenses remain the same. In the Conservation Trust Fund
24 (CTF) the lottery is decreasing easements but could increase as we get closer to the election.
25 Some of the general fund expenditures will move to CTF because CTF revenues can only
26 be used for outdoor recreational facilities.

27 **Consider Amended Restrictive Covenants Agreement for 600 W. Main Street.**

28 Administrator Reynolds said at a recent town council meeting, owner Aaron Shockley
29 provided an update on his progress relative to the covenants. Following review of the
30 progress made and discussion of the timeline challenges identified, town council
31 expressed support for shifting all Restrictive Covenant deadlines out by one year.

32
33 **MOTION: Mayor A. Riddile made a motion to approve Amended Restrictive**
34 **Covenants Agreement for 600 W. Main Street. Councilor Copeland seconded the**
35 **motion, and it passed unanimously.**

1 **Executive Session for discussion of a personnel matter under C.R.S. Section 24-**
2 **6-402 (f)(I) for an evaluation of the Town Administrator, and not involving: any**
3 **specific employees who have requested discussion of the matter in open session;**
4 **any member of this body or any elected official; the appointment of any person**
5 **to fill an office of this body or of an elected official; or personnel policies that do**
6 **not require the discussion of matters personal to particular employees.**

7 **Executive Session for discussion of a personnel matter under C.R.S. Section 24-**
8 **6-402 (f)(I) for an evaluation of the Town Treasurer, and not involving: any**
9 **specific employees who have requested discussion of the matter in open session;**
10 **any member of this body or any elected official; the appointment of any person**
11 **to fill an office of this body or of an elected official; or personnel policies that do**
12 **not require the discussion of matters personal to particular employees.**

13
14 **Executive Session for discussion of a personnel matter under C.R.S. Section 24-**
15 **6-402 (f)(I) for an evaluation of the Town Clerk, and not involving: any specific**
16 **employees who have requested discussion of the matter in open session; any**
17 **member of this body or any elected official; the appointment of any person to fill**
18 **an office of this body or of an elected official; or personnel policies that do not**
19 **require the discussion of matters personal to particular employees.**

20
21 **MOTION: Councilor Leland made a Motion at 7:52p.m. to go into Executive**
22 **Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I)**
23 **for an evaluation of the Town Administrator, and not involving: any specific**
24 **employees who have requested discussion of the matter in open session; any**
25 **member of this body or any elected official; the appointment of any person to fill**
26 **an office of this body or of an elected official; or personnel policies that do not**
27 **require the discussion of matters personal to particular employees.**

28
29 **Executive Session for discussion of a personnel matter under C.R.S. Section 24-**
30 **6-402 (f)(I) for an evaluation of the Town Treasurer, and not involving: any**
31 **specific employees who have requested discussion of the matter in open session;**
32 **any member of this body or any elected official; the appointment of any person**
33 **to fill an office of this body or of an elected official; or personnel policies that do**
34 **not require the discussion of matters personal to particular employees.**

35
36 **Executive Session for discussion of a personnel matter under C.R.S. Section 24-**
37 **6-402 (f)(I) for an evaluation of the Town Clerk, and not involving: any specific**
38 **employees who have requested discussion of the matter in open session; any**
39 **member of this body or any elected official; the appointment of any person to fill**
40 **an office of this body or of an elected official; or personnel policies that do not**
41 **require the discussion of matters personal to particular employees.**

42 **Councilor Carey seconded the motion and it passed unanimously.**
43

1 Executive session concluded.
2 At the end of the executive session, Mayor Art Riddile made the following statement:

3
4 "The time is now 9:01p.m. and the executive session has been concluded. The
5 participants in the executive sessions were: Mayor A. Riddile, Councilor Mariscal, Councilor
6 Carey, Councilor Hazelton; Councilors Copeland, Councilor G Riddile, Councilor Leland,
7 Town Administrator Reynolds, Town Clerk Andis and Town Treasurer Viktoryia Ehlers For
8 the record, if any person who participated in the executive session believes that any
9 substantial discussion of any matters not included in the motion to go into the executive
10 session occurred during the executive session, or that any improper action occurred
11 during the executive session in violation of the Open Meetings Law, I would ask that you
12 state your concerns for the record."
13

14 No concerns were stated.

15
16 **Consent Agenda**

17 Items on the consent agenda are routine and non-controversial and will be approved by
18 one motion. There will be no separate discussion of these items unless a council member
19 or citizen requests it, in which case the item will be removed from the consent agenda.
20

21 September 16, 2025, minutes

22 September bills \$704,917.60

23 Amendment to Recreational Trail License and Management Agreement with RG Lakota
24

25 **MOTION: Mayor A. Riddile made a motion to approve the Consent Agenda.**
26 **Councilor Hazelton seconded the motion, and it passed unanimously.**
27

28 **Staff Reports**

29 **Town Administrator** –Administrator Reynolds said he has a meeting Wednesday,
30 October 8, 2025, with the new RE2 School District Superintendent at Elk Creek
31 Elementary. They will be walking where a bypass could be put in. There are only three
32 property owners: Talbott's, School District and town. He said he has had meetings with
33 the Talbott's, and they are on board with the project. If everything goes well with the
34 school the next step would be to create a plan for a Right-of-Way. Administrator Reynolds
35 said he would also talk to the superintendent about a School Resource Officers (SRO).
36 Administrator Reynolds said he was also going to talk with the superintendent about the
37 property they own next to Lakota Senior Housing. Administrator Reynolds said he also has
38 meeting in Silt with all the city managers from Carbondale to Parachute. Administrator
39 Reynolds said this past weekend Down Valley Brewing closed Kamm Avenue on their own
40 and didn't ask the town for permission to do so. The street was not closed off in a safe
41 way. Closing Kamm Avenue can be closed but needs to be done properly and to inform
42 the town. Administrator Reynolds said in regard to the noise from Down Valley Brewing,
43 the police department do have decibel readers, and the owners have been warned and
44 asked to lower the noise. Administrator Reynolds said town staff is hosting the Christmas

1 BINGO with the chamber. Administrator Reynolds said Halloween is right around the
2 corner and staff will be working on the maze in the park between town hall and the dental
3 office. He said there are more businesses that are wanting to participate on the Trick-or-
4 Treat New Castle. Administrator Reynolds said town hall staff held a going away party for
5 Remi Bordelon and she is on her way to Florida. Administrator Reynolds said he has
6 spoken with staff regarding the Christmas party. Staff said being able to socialize and
7 have some sort of entertainment and have a good meal was important. He said he has
8 been in conversations with the owners of the Red Barn Ranch.

9 **Town Clerk** – Clerk Andis reminded the council that November 1st, is the start of new
10 rotation for council representatives on various commissions and committees. Councilor
11 Copeland would remain on HPC and Mayor A. Riddile would start on P&Z. The term would
12 go through April 2026.

13 **Town Treasurer** – not present

14 **Town Planner** – not present

15 **Public Works Director** – not present

16

17 **Commission Reports**

18 **Planning & Zoning Commission** – Councilor G. Riddile said they did meet and discussed
19 a CUP for another food truck at the west end of town and a commissary kitchen.

20 **Historic Preservation Commission** – Councilor Copeland said they presented the
21 historic designation plaque to Down Valley Brewing.

22 **Climate and Environment Commission** – Councilor Leland said they are sponsoring a
23 cleanup on Friday, October 10, 2025. They will be picking up trash on Bruce Road, and
24 the Lyons Club will be cleaning up Hwy 6.

25 **Senior Program** – Clerk Andis said they finalized the MOU and IGA for the traveler for
26 2026. The agreements will go before the BOCC for final approval. Once the BOCC has
27 approved the MOU and IGA it will be sent to the municipalities for approval and
28 signatures.

29 **RFTA** – have not met

30 **AGNC** – Councilor Hazelton said Administrator Reynolds and Assistant Firth did a
31 presentation for the round table discussion. Administrator Reynolds said he would give
32 Councilor Hazelton a report the Tuesday before the meeting for what is happening in New
33 Castle to present at the round table discussions.

34 **GCE** – Councilor Leland said he had received the presentation from Morgan Hill. The
35 presentation was handed out to the council for their review (**Exhibit B**).

36 **EAB** – have not met

37 **POSTR** – have not met

38

38 **Council Comments**

39 Councilor Mariscal apologized for missing meetings in September and October.

40 Councilor Carey handed information to Administrator Reynolds regarding e-bikes and
41 scooters and what the town could do for a policy.

42 Councilor Hazelton said there is some work and suggestions for Down Valley Brewing to
43 help them with the noise complaints.

44 Mayor A. Riddile said the HPC designation of Down Valley Brewing was a nice event. He

1 voiced concerns about Down Valley Brewing with the noise complaints and blocking Kamm
2 Avenue.

3

4 **Items for Future Council Agenda**

5 There were none

6 **Adjourn**

7 **MOTION: Mayor A. Riddile made a motion to adjourn.**

8 The meeting adjourned at 9:31 p.m.

9

10 Respectfully submitted,

11

12

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14

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17

Mayor Art Riddile

Town Clerk Mindy Andis, CMC

DRAFT

DR 8400 (02/16/24)
 COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 205-2300

Submit to Local Licensing Authority

STOP N SAVE #12
2492 INDUSTRIAL BLVD
Grand Junction CO 81505

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	346.25
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	364.25

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

Paid by check

Uploaded to MoveIt on Date

Paid Online

Licensee Name

FEATHER PETROLEUM CO

Doing Business As Name (DBA)

STOP N SAVE #12

Liquor License Number

04-41335-0018

License Type

Fermented Malt Beverage and Wine (city)

Sales Tax License Number

004413350018

Expiration Date

01/21/2026

Due Date

12/07/2025

Business Address

Street Address

791 BURNING MT AVENUE

Phone Number

9702425205

City, State, ZIP Code

New Castle CO 81647

Mailing Address

Street Address

2492 INDUSTRIAL BLVD

City, State, ZIP Code

Grand Junction CO 81505

Email

apgroup@featherpetro.com

Operating Manager

Dantte Renee Ball

Date of Birth

██████████

Home Address

Street Address		Phone Number
[REDACTED]		[REDACTED]
City	State	ZIP Code
Silt	CO	81652

1. Do you have legal possession of the premises at the street address?..... Yes No

Are the premises owned or rented? Owned Rented*

*If rented, expiration date of lease
10-31-2026

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility?..... Yes No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit?..... Yes No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) If selecting 'Yes', an additional \$11.00 is required to renew the permit.

If so, which are you renewing?..... Delivery Takeout Both Takeout and Delivery

4. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?..... Yes No

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?..... Yes No

5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)?..... Yes No

If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? Yes No

If yes, attach a detailed explanation.

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? Yes No

If yes, attach a detailed explanation.

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? Yes No

If yes, attach a detailed explanation.

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business

Ryan Johnson

Title

Vice President of Finance

Signature

Ryan Johnson

Date (MM/DD/YY)

10/9/2025

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

[Signature]

Date (MM/DD/YY)

DR 8495 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

Tax Check Authorization, Waiver, and Request to Release Information

I, Kent Frieling

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter

"Waiver") on behalf of

(the "Applicant/Licensee")

Feather Petroleum Company

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)

Feather Petroleum Company

Social Security Number/Tax Identification Number

84-0746271

Home Phone Number

Business/Work Phone Number

970-242-5205

Street Address

2492 Industrial Blvd.

City

Grand Junction

State

CO

ZIP Code

81505

Printed name of person signing on behalf of the Applicant/Licensee

Kent Frieling

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) Date Signed



10-9-25

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

DR 8400 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 205-2300

Submit to Local Licensing Authority

TAPATIOS
820 CASTLE VALLEY
BLVD. SUITE 101
New Castle CO 81647

Fees Due		11 ⁰⁰
Annual Renewal Application Fee		\$
Renewal Fee		750.00
Storage Permit \$100 X _____		\$
Sidewalk Service Area \$75.00		\$ 75. ⁰⁰
Additional Optional Premise Hotel & Restaurant \$100 X _____		\$
Related Facility - Campus Liquor Complex \$160.00 per facility		\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

- Paid by check
 Paid Online

Uploaded to Movelt on Date

Licensee Name

TAPATIOS LLC

Doing Business As Name (DBA)

TAPATIOS

Liquor License Number

03-13939

License Type

Hotel & Restaurant (city)

Sales Tax License Number

944518460000

Expiration Date

11/30/2025

Due Date

10/16/2025

Business Address

Street Address

820 CASTLE VALLEY BLVD. SUITE 101

Phone Number

9709840711

City, State, ZIP Code

New Castle CO 81647

Mailing Address

Street Address

820 CASTLE VALLEY BLVD. SUITE 101

City, State, ZIP Code

New Castle CO 81647

Email

Tapatiosnewcastle@gmail.com

Operating Manager

Esmeralda Cornejo

Date of Birth

[REDACTED]

Home Address

Street Address		Phone Number
[Redacted]		[Redacted]
City	State	ZIP Code
Parachute	CO	81635

1. Do you have legal possession of the premises at the street address? Yes No

Are the premises owned or rented? Owned Rented*

*If rented, expiration date of lease
May 31, 2030

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? Yes No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit? Yes No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) If selecting 'Yes', an additional \$11.00 is required to renew the permit.

If so, which are you renewing? Delivery Takeout Both Takeout and Delivery

4. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? Yes No

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? Yes No

5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? Yes No

If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? Yes No

If yes, attach a detailed explanation.

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? Yes No

If yes, attach a detailed explanation.

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? Yes No

If yes, attach a detailed explanation.

TAPATIOSA LLC Rifle CO. 81650

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business

Esmeralda Cornejo

Title

OWNER

Signature

Esmeralda Cornejo

Date (MM/DD/YY)

10/10/25

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

Date (MM/DD/YY)

DR 8495 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

Tax Check Authorization, Waiver, and Request to Release Information

I, Esmeralda Cornejo

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of

(the "Applicant/Licensee")

TAPATIUS LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)

TAPATIOS LLC

Social Security Number/Tax Identification Number

85-1091517

Home Phone Number

Business/Work Phone Number

970-984-0711

Street Address

820 Castle Valley Blvd. #101

City

New Castle

State ZIP Code

CO

81647

Printed name of person signing on behalf of the Applicant/Licensee

Esmeralda Cornejo

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) Date Signed

Esmeralda Cornejo

10-10-25

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).