



# CITY COUNCIL REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201

March 16, 2021 - 6:00 PM

---

## AGENDA

Please register for Regular City Council Meeting

<https://attendee.gotowebinar.com/register/6382995264411204366>

After registering, you will receive a confirmation email containing information about joining the webinar.

To watch live meetings: [https://c.streamhoster.com/embed/media/W6sdC9/xAllQfSsmm0/vpfQhcsApYv\\_5?preview=1](https://c.streamhoster.com/embed/media/W6sdC9/xAllQfSsmm0/vpfQhcsApYv_5?preview=1)

### CALL TO ORDER

**Pledge of Allegiance**

**Roll Call**

**Civility Invocation**

1. Civility Invocation

### CONSENT AGENDA

2. Approve Agenda

3. Approve February 16, 2021 Meeting Minutes

4. Approve a Building Permit/Fire Review Fee Waivers for AH Units

5. Approve a Memorandum of Understanding with Peak to Peak Pickleball Club

6. Transfer of Entitlements - Harriet Alexander Field

### CITIZEN COMMENT—Three (3) Minute Time Limit

7. Adam Martinez Email

### UNFINISHED BUSINESS / ACTION ITEMS

### NEW BUSINESS / ACTION ITEMS

8. Designation of April as Child Abuse Prevention Month

9. **Resolution 2021-06** A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO CONTINUING THE TEMPORARY SUSPENSION OF WATER AND WASTEWATER LATE FEES, DELINQUENT CHARGES AND TERMINATION SHUT-OFF FEES AND TERMINATION OF SERVICE DUE TO NON-PAYMENT

*Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph. 719-530-2630 at least 48 hours in advance.*

- 10. Resolution 2021-07** A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO ADOPTING THE US-50 AND CO-291 INTERSECTION CONTROL EVALUATION STUDY PREPARED IN PARTNERSHIP WITH THE COLORADO DEPARTMENT OF TRANSPORTATION AND THE CITY OF SALIDA
- 11. Resolution 2021-08** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, APPROVING CITIZEN APPOINTMENTS TO THE HARRIET ALEXANDER FIELD – SALIDA AIRPORT ADVISORY BOARD
- 12. Ordinance 2021-03** AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO APPROVING A MAJOR IMPACT REVIEW FOR A 1.72 ACRE PARCEL LOCATED WEST OF HOLMAN AVENUE AND LEGALLY KNOWN AS LOT 2 OF THE AMBROSE SUBDIVISION, CURRENTLY ZONE R-2, TO PLACE A PLANNED DEVELOPMENT OVERLAY ON THE PROPERTY, AND APPROVE THE DEVELOPMENT PLAN AND 7-LOT MAJOR SUBDIVISION FOR HOLMAN COURT **(FIRST READING AND SETTING OF PUBLIC HEARING)**

## **COUNCILORS, MAYOR AND CITY TREASURER REPORTS**

### **Council Reports**

**- Critelli, Kasper, Pappenfort, Pollock, Shore, Templeton**

### **Mayor Report**

### **Treasurer Report**

### **Attorney Report**

### **Staff Reports**

**13. March Staff Reports**

### **BOCC Report**

**14. BOCC Reports**

## **ADJOURN**



---

City Clerk | Deputy City Clerk

---

Mayor P.T. Wood

*Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1<sup>st</sup> Street, Ste. 112, Salida, CO 81201, Ph. 719-530-2630 at least 48 hours in advance.*

## CIVILITY INVOCATION

We are here working together to create a thriving community. It is the intention of the Salida City Council to promote civil communication by adopting the following guidelines for speaking to the public in the City Council Chambers. It is our hope that by acting in this manner we can help create a safe space for people to share their perspectives and opinions:

- We honor the opportunity to be engaged in the process of governance for the benefit of our community.
- We acknowledge that each of us brings a unique perspective to this conversation and that our perspectives may differ.
- We challenge ourselves to value varying points of view and hold all contributions as equally important.
- We understand and accept that while we may sometimes disagree, we can always be courteous and kind.
- We commit to respectful language, avoiding rumor, harsh criticism or personal accusation, even when feeling emotionally charged.
- We will, to best of our ability, speak thoughtfully and listen with attention, respect, and curiosity.
- We are confident that there may be even better solutions than any of us have thought of, which may be discovered through civil conversations.
- We commit to the City of Salida being a hate-free zone and declare and affirm a policy of non-discrimination on the basis of a person's race, color, religion, ancestry, national origin, age, sexual orientation, gender, gender identity, marital status, military or veteran status, socio-economic class, medical condition, or physical or mental disability.



# CITY COUNCIL REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201

March 02, 2021 - 6:00 PM

---

## MINUTES

### CALL TO ORDER

### Pledge of Allegiance

### Roll Call

#### PRESENT

Council Member Alisa Pappenfort

Council Member Dan Shore

Council Member Jane Templeton

Council Member Justin Critelli

Council Member Mike Pollock

Mayor PT Wood

Treasurer Merrell Bergin

#### ABSENT

Council Member Harald Kasper

### Civility Invocation

### CONSENT AGENDA

Council Member Pappenfort moved to combine and approve the items on the Consent Agenda, Seconded by Council Member Templeton.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Templeton, Council Member Critelli, Council Member Pollock

#### THE MOTION PASSED.

2. Approve Agenda
3. Approve February 16, 2021 Meeting Minutes

*Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1<sup>st</sup> Street, Ste. 112, Salida, CO 81201, Ph.719-530-2630 at least 48 hours in advance.*

4. Approve New Legal Services Agreement with Wilson Williams LLC

**CITIZEN COMMENT**—Three (3) Minute Time Limit

Bruce Crunican said he was pleased with the Rivian lease and looking forward to visit the City soon.

**LIQUOR LICENSING AUTHORITY**

5. A Hearing to review a new Hotel and Restaurant Liquor License for Pizza Rio dba Pizza Rio for the City of Salida, 228 N F Street Unit 300, **PUBLIC HEARING**

City Clerk Erin Kelley entered staff comments into the record and recommended approval upon receipt of a Certificate of Occupancy and passage of Police and Fire inspections. Mayor Wood, acting as presiding officer of the Authority, opened the public hearing. Applicant Ray Kitson expressed his excitement for the new restaurant and asked the Authority to approve the new liquor license. Hearing no other comment, Wood closed the public hearing.

Council Member Shore moved to approve a new Hotel and Restaurant City Liquor License for Ray Kitson, 228 N F Street Unit 300, dba Pizza Rio conditional upon an inspection of the premises by Police and Fire personnel upon receipt of a Certificate of Occupancy for the structure, Seconded by Council Member Pappenfort.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

**UNFINISHED BUSINESS / ACTION ITEMS**

6. **Ordinance – 2021-02** AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO AMENDING CHAPTER 6 OF THE SALIDA MUNICIPAL CODE CONCERNING BUSINESS LICENSING AND REGULATIONS GENERALLY, AND INCLUDING MARIJUANA LICENSING, AND SHORT TERM RENTAL LICENSES, **SECOND READING AND PUBLIC HEARING**

The Mayor opened the Public Hearing. Hearing no comment he closed the hearing.

Council Member Critelli moved to approve Ordinance 2021-02 on second reading, Seconded by Council Member Shore.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

**NEW BUSINESS / ACTION ITEMS**

7. **Resolution 2021-04** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, FINDING THE UPCHURCH ANNEXATION PETITION TO BE IN SUBSTANTIAL COMPLIANCE WITH STATE STATUTES AND SETTING A PUBLIC HEARING ON SAID PETITION

Council Member Pappenfort moved to approve the Resolution, Seconded by Council Member Templeton.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

8. **Resolution 2021-05** A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO APPROVING THE SUBDIVISION PLAT FOR THE CHERRY GROVE MAJOR SUBDIVISION

The Mayor opened the Public Hearing. Lee Hunnicut introduced the proposal. Hearing no other comment the Mayor closed the Public Hearing.

Council Member Critelli moved to approve the Resolution, Seconded by Council Member Pappenfort

Pappenfort moved to amend the Resolution requiring the applicant to submit, for recordation with the subdivision plat, an updated access easement agreement. Shore Seconded. All were in favor.

Council returned to the Resolution as amended.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

9. **Declaration of Extension of State of Local Emergency** – COVID-19 Action Plan Implementation

Council Member Shore moved to approve the Emergency Declaration, Seconded by Council Member Pappenfort.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

## **COUNCILORS, MAYOR AND CITY TREASURER REPORTS**

Critelli stated that he met with councilors from other communities in which they discussed CORA requests and access to elected officials' emails. He noted that there were municipalities that put all Council's emails online and wanted to explore this option for Salida.

Pappenfort asked about the status of the Vandaveer property master planning effort. City Administrator Drew Nelson said the project was placed on hold in 2020 due to the expenditure's size during a pandemic. He stated that he expected to start the master plan process sometime during 2021, and that the expenditure was in the 2021 budget.

Shore indicated he was excited for Council to be represented by the new law firm Wilson Williams LLC. He said that hiring Geoff Wilson and Nina Williams was one of the best decisions Council had made during his term. He shared that when Sonia Walters passed in 2020, Wilson and Williams attended her service and helped the City immensely with the Clerk's duties.

Pollock said that he liked Critelli's idea of posting Council's emails online for transparency. He visited the Aquatics Center and really liked the locker room update and said it was the best pool in Colorado. Finally, he stated his concerns with the Community Center reconstruction. He urged Council to meet with Elaine Allemang to discuss the progress.

Templeton seconded Shore's comments regarding the hiring of the new law firm. She also said that she went to the SteamPlant to see *Bad Dates*, starring Devon Kasper. She felt it was well done and recommended the community attend.

Wood said he volunteered at the Chaffee County Fairgrounds to assist with vaccine distribution and found it to be efficient and recommended community members volunteer. He was also pleased that a building permit had been submitted for the Rivian lease. He reminded Council that he would be out of the office from April 9-May 1. Finally, he said that he was testifying the next day regarding House Bill 21-1034. He was opposed to the bill as he believed it restricted municipalities from regulating propane and natural gas use.

Bergin had nothing to report.

Williams said she was working on Council Procedures and would bring a Resolution to Council in three weeks. She was excited for her new firm. Its vision included passionately serving municipalities and focusing on policy.

*Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1<sup>st</sup> Street, Ste. 112, Salida, CO 81201, Ph.719-530-2630 at least 48 hours in advance.*



**ADJOURN**

Adjourned at 7:13 p.m.



---

City Clerk | Deputy City Clerk

---

Mayor P.T. Wood



**CITY COUNCIL ACTION FORM**

<b>Department-</b> Community Development	<b>Presented by-</b> Bill Almquist - Comm. Dev. Director	<b>Date-</b> March 16, 2021
---	---	--------------------------------

**ITEM**

**Read McCulloch, Chaffee Housing Trust (CHT), is requesting a waiver of City of Salida building permit fees and Fire Department review fees associated with the eight (8) restricted affordable homes being developed at 101-115 River Ridge Lane in the River Ridge Subdivision.**

**BACKGROUND**

**A minimum of eight (8) affordable units were required through the Inclusionary Housing section of the code for the River Ridge development. The developer sold a lot to CHT to construct eight affordable units and they have submitted building permit applications for two four-plexes. A similar request was recently submitted to Chaffee County for building department fees and approved by the CCBOC.**

**FISCAL NOTE**

**The fees for the City's building permit review were as follows-**

- **Building 1 = \$631.85**
- **Building 2 = \$514.92**
- **Total fees = \$1,146.77**

**The fees for the City's Fire Department plan review will be \$100**

**The total of this entire request is \$1,246.77.**



**CITY COUNCIL ACTION FORM**

<b>Department-</b> Community Development	<b>Presented by-</b> Bill Almquist - Comm. Dev. Director	<b>Date-</b> March 16, 2021
---	---	--------------------------------

**STAFF RECOMMENDATION**

**Community Development staff recommends support of Chaffee Housing Trust, a local affordable housing developer, through the waiver of building permit fees specifically for restricted affordable housing units. However, Fire Chief Bess and Assistant Fire Chief Rohrich do not feel that it would be equitable to other developers who are also charged for fire review on their affordable housing units, and want it to be on a level playing field. Therefore, staff recommendation is to approve the waiver request for the building permit fees but not the Fire Department Review Fees, for a total reimbursement of \$1,146.77.**

**SUGGESTED MOTION**

**Consent Agenda item**

**ATTACHMENT**

---

**Letter from Read McCulloch**

---



**CHAFFEE HOUSING TRUST**  
A Commitment to Community

PO Box 692  
Buena Vista, CO 81211  
(719) 239-1199  
www.chaffeehousing.org  
info@chaffeehousing.org

Bill Almquist  
Development Director  
City of Salida  
448 E. First Street, Suite 112  
Salida, CO 81201

Mr. Alquist,

The Chaffee Housing Trust (CHT) is a nonprofit affordable housing developer serving Chaffee County, with a proven track record of delivering homes to qualified low-income households who are otherwise priced out to the market. The CHT seeks out grants, donations, and other means of lowering the price of the home to the buyer.

The CHT has submitted a building permit application for the upcoming development of eight restricted affordable homes in the River Ridge development in Salida. To further the effort to make these homes affordable, the CHT requests a waiver of City of Salida building permit fees, and Fire Department plan review fees, associated with this project. A similar request is being submitted to Chaffee County for a waiver of their building department fees.

Since this project will provide homes restricted to households earning less than 80% of Area Median Income, the City's affordable housing water/sewer development fee reduction of 60% should be applied.

I am available to answer any questions, and/or appear at any meetings to explain this request.

Thank you,

Read McCulloch, Executive Director





**CITY COUNCIL ACTION FORM**

<b>Department</b> Parks and Recreation	<b>Presented by</b> Diesel Post - Parks and Recreation Director	<b>Date</b> March 16, 2021
---	--	-------------------------------

**ITEM**

Approval of MOU with Peak to Peak pickle ball club

**BACKGROUND**

Peak to Peak pickle ball club organizes and manages much of the pickle ball play at Centennial Park. This MOU establishes the expectation and responsibilities of the club and the City.

**FISCAL NOTE**

The city commits \$750 per year for pickle ball equipment and supplies and \$500 per year for net repair and maintenance.

**STAFF RECOMMENDATION**

Staff recommends approving the MOU with Peak to Peak pickle ball club.

**SUGGESTED MOTION**

Content agenda item



City of Salida  
410 W Rainbow Blvd.  
Salida, CO. 81201  
(719) 539 - 6738

**AGREEMENT WITH THE CITY OF SALIDA**

**THIS AGREEMENT** entered into this 1st day of January, 2021, by and between **THE CITY OF SALIDA, COLORADO**, a statutory city and municipal corporation, hereinafter referred to as “City”, and the **[Peak to Peak Pickleball Club]**, 1672 PO Box Buena Vista, CO, 81211, hereinafter referred to as “Organization”.

**WHEREAS**, Organization is a community-based, 501 (c) (3) charitable organization providing for the recreational or other positive benefits of the Salida community; and,

**WHEREAS**, the City owns and operates certain property and facilities and rights-of-way and regulates certain activities throughout the City of Salida; and,

**WHEREAS**, and Organization desires to organize, schedule and play Pickleball on City courts; and,

**WHEREAS**, the City and its Parks and Recreation Department wish to enter into this Agreement with Organization to memorialize the Parties’ collaborative relationship and understanding; and

**WHEREAS**, the City and Organization further wish to clarify within this Agreement the duties of each Party, as well as to set forth all terms and conditions between the Parties.

**NOW THEREFORE, BE IT HEREINAFTER AGREED BY THE PARTIES AS FOLLOWS:**

1. **Purpose and Description:** Organization plans, organizes, and schedules pickleball play. City agrees to allow Organization to play Pickleball at Centennial Court located at 410 W Rainbow Blvd. within the City of Salida, County of Chaffee, and State of Colorado. The location shall be accessed by the Organization only for Peak to Peak Pickleball Club sponsored events and activities which are scheduled and approved in advance with the City. This agreement does not apply to drop-in play or to informal organized play in which Organization members and/or non-members may be involved.

**Term:** The term of the Agreement shall be for one (1) year starting from the date of approval of this Agreement or until terminated by either Party. As long as Organization is in compliance with the terms and conditions of this Agreement, this Agreement shall be automatically renewed on an annual basis thereafter. Either Party may terminate this Agreement upon thirty (30) days written notice, with or without cause.

2. **Rate:** City will charge Organization the applicable fees pursuant to the most current City of Salida Schedule of Fees. The City will charge the Organization the current year's rental fees for full reservations of the courts. The Organization will be allowed to charge fees to participants for formal sponsored events governed by this agreement.

3. **Special Conditions:** The Parties have agreed to provide or facilitate the following components, and comply with the additional rules under this Agreement as follows:

**A. Organization will:**

- i. **promote Pickleball play in Chaffee County;**
- ii. **facilitate play at Centennial Court and the Chaffee County Fairgrounds ;**
- iii. **encourage voluntary donations and Silver Sneaker sign ups at play locations;**
- iv. **collect participant fees at the Chaffee County Fairgrounds during scheduled recreational play and remit to City;**
- v. **purchase any equipment (excluding balls and nets) that would facilitate play ;**

**B. The City will:**

- i. **allocate \$750 each year for Pickleball equipment and supplies;**
- ii. **maintain Centennial Court as well as, the lights, windscreens, electrical outlets;**
- iii. **administer Silver Sneakers at both Centennial Court and Chaffee County Fairgrounds;**
- iv. **allocate \$500 each year for net maintenance/replacement;**
- v. **allow members and non-members access to the Centennial courts outside of sponsored formal events and activities at no cost to the Organization;**

4. **Reporting:** The City will evaluate the effectiveness of this relationship after **one year**. City will provide Organization any pertinent details regarding the programming and surveys taken after the fact. In January of 2022, Organization and City will have a meeting about the Pickleball play and what the roles for each party will look like in the subsequent years.
5. **Surrender of Property:** Organization shall quit and surrender any designated or utilized properties, rights-of-way or facilities to the City at the end of the formal sponsored event in the same condition as at the date of the commencement of the formal sponsored event, ordinary wear and tear excepted.
6. **Rules and Regulations:** Organization, and all persons whom Organization allows at the event, activity or as a result of this relationship, shall abide by and conform to all Rules and Regulations concerning their event, activity or relationship, or the use of any City properties and City facilities and City rights-of-way, as amended or adopted by the City. City may cancel this Agreement at any time for failure to do so.
7. **Maintenance:** City reserves the right to close any applicable properties or facilities or rights-of-way for maintenance at its sole discretion. City will attempt to give reasonable notice of closure.
8. **Indemnification:** The City shall have no responsibility for the safety and or security of any person participating in the formal sponsored event or activity by Organization, or in the use of any City properties or facilities or rights-of way. Organization expressly agrees to indemnify and hold harmless the City, its officers, employees, and agents, from all cost, loss and expense, including attorney's fees, arising out of any liability or claim of liability for injury or damage to person resulting directly or indirectly from their

participation in Organization’s use of any City property or facility or right-of-way, during Organization’s formal sponsored event or activity, regardless of whether such use was authorized or not, and regardless of whether the liability or claim of liability arises out of the act or omission of Organization.

- 9. **Insurance:** Organization agrees to procure an insurance policy with a licensed company doing business in the State of Colorado to provide a minimum amount of \$1,000,000.00 per occurrence, during any formal sponsored event, for bodily injury and property damage combined, naming the Organization, and with the City being listed as the Additional Insured on a primary and noncontributory basis. Organization shall provide a copy of the Certificate of Insurance to the City for each formal sponsored event or activity and policy will be valid for that formal sponsored event or activity only.
- 10. **Compliance with Law:** Organization shall comply with all laws of the United States and of the State of Colorado, all ordinances of the City of Salida, all rules and requirements of the Police and Fire Departments or other municipal authorities of the City of Salida. Organization will not do or suffer to be done anything on any used or designated City property, facility or right-of-way during the term of this Agreement in violation of any such laws, ordinances, rules, or requirements. If Organization’s attention is called to any such violation on their part or of any person employed by or admitted to the designated Property by Organization, they will immediately desist from and correct or cause to be corrected such violation.
- 11. **Damage to City Property:** If any designated property, facility or right-of-way, or any part of buildings on designated property, or any equipment located on the designated property during any formal sponsored event by the Organization shall be damaged by the act, default, or negligence of the Organization or its agents, employees, patrons, guests, or any person admitted to the designated property by Organization, the Organization will pay to the City upon demand such sum as shall be necessary to restore the designated property or equipment contained in or on the designated property to their present condition. Organization assumes full responsibility for the character, acts and conduct of all persons admitted to the designated property during any formal sponsored event by the Organization with the consent of the Organization or by or with the consent of any person acting for or on behalf of Organization. Organization shall be responsible to maintain order and protect persons and property.
- 12. **Assignment:** Organization shall not assign this Agreement without the prior written consent of the City, nor use of the Property other than as specified in this Agreement.
- 13. **Release:** City shall not be responsible for any damage or injury that may happen to Organization or its agents, employees, or property from any cause whatsoever prior, during, or subsequent to the formal sponsored event by the Organization covered by this Agreement. Organization hereby expressly releases the City from and agrees to indemnify the City against any and all claims for such loss, damage, or injury.
- 14. **Modification:** Any modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement shall be binding only if evidenced in writing signed by each Party or an authorized representative of each Party.

15. **Contact Information:** The current contact information of the Parties is as follows:

**City:** City of Salida Department of Parks and Recreation  
City representative: Diesel Post  
Position: Director of Parks and Recreation  
Address: 410 W Hwy 50, Salida, Colorado, 81201



Telephone: 719-539-6738  
E-mail: diesel.post@cityofsalida.com

**Organization:**

Organization representative: Jennifer Eggleston  
Position: Peak to Peak Pickleball Club President  
Address: PO Box 1672, Buena Vista, CO 81211  
Telephone: 719-207-0918  
E-mail: jenegglestoncpa@gmail.com

The undersigned hereby certifies that he/she is authorized to enter into and execute this Agreement on behalf of the Organization and the City, respectively, and that the Organization and the City acknowledge and accept the terms and conditions herein.

**CITY OF SALIDA (“City”)**

BY: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

**Peak to Peak Pickleball Club (“Organization”)**

BY: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_



**CITY COUNCIL ACTION FORM**

<b>Department</b> Administration	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 16, 2021
-------------------------------------	---	-------------------------------

**ITEM**

**Agreement for Transfer of Entitlements – Harriet Alexander Field**

**BACKGROUND**

Annually, the Federal Aviation Administration (FAA) and the Colorado Department of Transportation (CDOT) Aeronautics Division allocate funds in the amount of \$150,000 to small regional airports for capital improvements. CDOT and the FAA have worked together to pool dollars between airports in order to establish larger funding amounts so that more work can be accomplished under contracts for these capital items. Generally, funds are pooled between 4 or more general aviation airports, bringing funding amounts of at least \$600,000 to each airport when it is their “turn” to receive funds. For FY 2021, the Southeast Colorado Regional Airport in Lamar will be the recipient of these funds. Harriet Alexander Field will in turn be the recipient of a similar amount of funding in the future.

For Harriet Alexander Field, the recently-approved Capital Improvements Plan identifies multiple projects that will be eligible for improvement upon receipt of these funds. Projects include runway lengthening, Taxiway A extension, land acquisition, new fueling facilities, and multiple aeronautics-related improvements. These funds can also be used to leverage additional grants from the FAA in the future, multiplying dollar amounts into the millions depending on project applicability and funding availability.



**CITY COUNCIL ACTION FORM**

<b>Department</b> Administration	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 16, 2021
-------------------------------------	---	-------------------------------

**FISCAL NOTE**

Transfer of FAA funds in the amount of \$150,000 (half of which are allocated to the City of Salida, as 50% owners in Harriet Alexander Field). There is no direct fiscal impact to the City, as these are FAA funds.

**STAFF RECOMMENDATION**

Staff recommends approval of the Agreement for Transfer of Entitlements from Harriet Alexander Field to the Southeast Colorado Regional Airport in the amount of \$150,000.

**SUGGESTED MOTION**

A City Councilmember should make a motion to combine and approve the Consent Agenda, followed by a second and roll call vote.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Northwest Mountain Region  
Colorado · Idaho · Montana · Oregon · Utah  
Washington · Wyoming

Denver Airports District Office  
26805 E. 68th Ave., Suite 224  
Denver, CO 80249

January 29, 2021

Mr. Greg Felt, Chairman  
Chaffee County Board of Commissioners  
104 Crestone Avenue  
Salida, Colorado 81201

The Honorable P.T. Wood, Mayor  
City of Salida  
448 East 1<sup>st</sup> Street, Suite 112  
Salida, Colorado 81201

Dear Mr. Felt and Mayor Wood:

We are enclosing an electronic copy of the Airport Improvement Program (AIP) “Agreement For Transfer of Entitlements”. This agreement will transfer \$150,000 of fiscal year (FY) 2020 Federal funds from Harriet Alexander Field-Salida Airport to Southeast Colorado Regional Airport. Please complete this agreement by having the authorized officials execute the appropriate sections. **Certification by the attorney should be completed following the acceptance and dated on or after the acceptance date.**

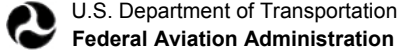
Your normal procedures for accepting documents such as this in accordance with local and state law should be followed, but evidence of such procedure is not required by the Federal Aviation Administration.

After execution and certification of the “Agreement For Transfer of Entitlements,” please e-mail a copy of the agreement to your FAA Project Manager, Ron Niehoff, at ron.niehoff @faa.gov.

Sincerely,

John P. Bauer, Manager  
Denver Airports District Office

Enclosures



## Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor:

hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47114(c) for

the: Name of Transferring Airport (and LOCID): ( )

for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
<b>Total</b>		

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements: ( )

Name of Receiving Airport's Sponsor:

a public use airport in the same state or geographical areas as the transferring airport for eligible projects under 49 USC § 47104(a).

The waiver expires on the earlier of (date) or when the availability of apportioned funds lapses under 49 USC § 47117(b).

**For the United States of America, Federal Aviation Administration:**

Signature: \_\_\_\_\_

Name:

Title:

Date:





**From:** Adam Martinez [mailto:[adambmartinez991@gmail.com](mailto:adambmartinez991@gmail.com)]  
**Sent:** Thursday, March 4, 2021 6:25 PM  
**To:** Drew Nelson <[drew.nelson@cityofsalida.com](mailto:drew.nelson@cityofsalida.com)>  
**Subject:** letter

drew can you put this in the council packet for the next meeting nina and geoff are good city attorneys who care about this city they have good morals and ethics. and they are professionals and they are good for this community i might not always agree with them and they have kept the city out of lawsuits and she were nice and compassionate to go to soina walter's service last year and they are good legal minds and i want to thank them for their service to the community. and their hard work and dedication and they mean alot to salida and it shows by there commitment to excellence and also i want to offer congratulations to andrea carlstrom for being named women of the year she had made all the difference throught covid and she has kept salida safe and she has a good work ethic and she is a good asset to salida and it shows and i want to wish happy belated birthday to my friend, the mayor pro tem of salida, and my mentor dan shore e-mail me back adam





**CITY COUNCIL ACTION FORM**

<b>Department</b> Administration	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 16, 2021
-------------------------------------	---	-------------------------------

**ITEM**

**Designation of April as Child Abuse Prevention Month**

**BACKGROUND**

**As a continuation of the fight against child abuse, awareness of the issue is critical to educate the public, provide resources to victims, and to hold our community accountable to our most vulnerable members. In 2019 and 2020, the Salida City Council, via a request from Family and Youth Initiatives (FYI) designated the month of April as Child Abuse Prevention Month and allowed for a blue ribbon to be illuminated on Tenderfoot Mountain. In addition, blue pinwheels were allowed to be placed on the grounds of the Touber Building. A similar request from FYI has been made for April 2021.**

**FISCAL NOTE**

**None.**

**STAFF RECOMMENDATION**

**Staff recommends that the City Council designate April as Child Abuse Prevention Month and to authorize the installation of a blue ribbon on Tenderfoot Mountain as well as blue pinwheels on the grounds of the Touber Building.**



**CITY COUNCIL ACTION FORM**

<b>Department</b> Administration	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 16, 2021
-------------------------------------	---	-------------------------------

**SUGGESTED MOTION**

**A City Councilperson should make a motion to designate April as Child Abuse Prevention Month and to authorize staff to assist in awareness messaging via an illuminated blue ribbon on Tenderfoot Mountain and pinwheels at the Touber Building, followed by a second and a roll call vote.**



**CITY COUNCIL ACTION FORM**

<b>Department</b> Finance	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 15, 2021
------------------------------	---	-------------------------------

**ITEM Resolution 2021-06. Continuing the Temporary Suspension of Water and Wastewater Late Fees, Delinquent Charges and Termination Shut-Off Fees and Termination of Service due to Non-Payment**

**BACKGROUND Last April, after the pandemic’s impact on City residents’ financial well-being became imminent, City Council decided to temporarily suspend the imposition of water and wastewater late fees, delinquent charges and termination shut-off fees, as well as the termination of water services due to non-payment. City Council concluded that this was in the best interest of everyone’s health, safety and welfare, due to the necessity of water and wastewater services. Because it a year has passed since this Resolution was adopted, and because a new Fee Schedule has been enacted in 2021, the City Attorney and City staff recommend that City Council re-address this policy decision.**

**FISCAL NOTE This will continue to have a financial impact on a small portion of the City’s revenue, due to not collecting any of these water and wastewater fees, delinquent charges and termination shut-off fees.**

**STAFF RECOMMENDATION**

**Staff recommends approval of this Resolution, which would expire six months after the end of the City’s Local State of Emergency.**

**SUGGESTED MOTION**



**CITY COUNCIL ACTION FORM**

<b>Department</b>	<b>Presented by</b>	<b>Date</b>
<b>Finance</b>	<b>Drew Nelson - City Administrator</b>	<b>March 15, 2021</b>

**A City Councilmember should make a motion to approve Resolution 2021-06, followed by a second and a roll call vote.**

**RESOLUTION NO. 06**  
**(Series 2021)**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO CONTINUING THE TEMPORARY SUSPENSION OF WATER AND WASTEWATER LATE FEES, DELINQUENT CHARGES AND TERMINATION SHUT-OFF FEES AND TERMINATION OF SERVICE DUE TO NON-PAYMENT**

**WHEREAS**, the City of Salida, Colorado (“City”) is a statutory city, duly organized and existing under the laws of the state of Colorado; and

**WHEREAS**, pursuant to C.R.S. § 31-15-401, the City by and through its City Council (“Council”), possesses the authority to adopt laws and ordinances within its police power in furtherance of the public health, safety and welfare; and

**WHEREAS**, on March 10, 2020, the Governor of the State of Colorado declared a disaster emergency to be in effect due to the COVID–19 virus and declared pandemic; and

**WHEREAS**, pursuant to Salida Municipal Code (“Code”) Section 2-17-10, the City proclaimed a local state of emergency on March 13, 2020; and

**WHEREAS**, on April 7, 2020, due to significant evidence that the COVID-19 virus pandemic was causing a grave impact on the local, state and national economy, as well as the financial well-being of the City’s residents, property owners and businesses, the City Council adopted Resolution 2020-14, which temporarily suspended the imposition of late fees, delinquent charges and termination shut-off fees, as well as the termination of water service, due to the non-payment of water and wastewater charges; and

**WHEREAS**, the City Council continues to believe it is in the best interest of the health, safety and welfare of its citizens and the City as a whole to temporarily suspend the imposition of any late fees, delinquent charges and termination shut-off fees, as well as to temporarily suspend the termination of water service, due to non-payment of water charges and wastewater charges.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO THAT:**

1. The Salida City Council incorporates the foregoing recitals as its conclusions, facts, determinations and findings.
2. The City of Salida hereby continues its temporary suspension of water and wastewater late fees, delinquent charges, and termination shut-off fees enumerated in the City of Salida 2021 Fee Schedule.
3. The City of Salida hereby continues its temporary suspension of the termination of water service due to non-payment of water charges and wastewater charges. This Resolution shall continue to not apply to shut-offs and repairs by the City necessary due to leaks, breaks, damage or malfunction in the service line, pursuant to Salida Municipal Code

section 13-2-130.

- 4. This Resolution shall remain in effect for six (6) months after the City of Salida’s Local State of Emergency has elapsed. Upon expiration of this Resolution, the affected portions of the City of Salida Fee Schedule shall become fully effective, and the City shall recommence the enforcement of any and all applicable and affected ordinances and regulations.

**RESOLVED, APPROVED, AND ADOPTED this 16<sup>th</sup> day of March, 2021.**

CITY OF SALIDA

By: \_\_\_\_\_  
P.T. Wood, Mayor

[SEAL]

ATTEST: \_\_\_\_\_  
City Clerk/Deputy City Clerk



### CITY COUNCIL ACTION FORM

Department Public Works	Presented by David Lady - Public Works Director	Date March 16, 2021
Community Dev.	Bill Almquist – Comm. Dev. Dir.	

#### ITEM

Approval of Resolution 2021-007  
Adopting the US-50 and CO 291 Intersection Control Evaluation

#### BACKGROUND

The City of Salida and Colorado Department of Transportation entered into an Inter-Governmental Agreement (IGA) in 2018 with the goal of evaluating the future transportation needs along CO 291 (Oak Street) from N. Walnut St. down to and including the intersection with US-50. Growth within the southeast portion of Salida is expected to increase substantially in the coming years. Future improvements along CO-291 such as pedestrian and biking facilities, aesthetic improvements, gateway improvements, and intersection design changes are anticipated along this corridor.

Stolfus and Associates provided planning and engineering consulting services for the project which included traffic analyses, preliminary design concepts, community survey documents, and a compiled final report.

Design alternatives developed through the planning process were provided to the public in August and September 2020 through online “storymaps” that were advertised in numerous locations including the City of Salida website, Facebook, The Mountain Mail, CDOT website, and other locations and the results of public input and preferred alternatives were presented to Council on February 1, 2021.

The final report with appendices available at <https://stolfusandassociates.sharefile.com/d-s1e1f252b8f544cbe86caacc555dc9df7> is intended to provide a roadmap for future decision making related to streetscape improvements and intersection planning. Upon adoption of this report, a final copy will be available through the City of Salida Community Development webpage under Long-Range Planning.

Following adoption of this plan, staff will approach CDOT with conversations regarding the implementation of recommendations. It is anticipated that implementation would likely involve streetscape improvements along CO-291 separate from US-50 intersection improvements due to scale and funding. Additional planning details such as final road geometry, parkway impacts, lighting improvements, and other potential facilities would need to be evaluated with potential future discussion with City Council as part of the engineering design process.



**CITY COUNCIL ACTION FORM**

Department	Presented by	Date
Public Works	David Lady - Public Works Director	March 16, 2021
Community Dev.	Bill Almquist – Comm. Dev. Dir.	

**FISCAL NOTE**

The Salida City Council approved Resolution 2018-14, which authorized the IGA between the City of Salida and the Colorado Department of Transportation. This agreement included a 50/50 match between the City and State with the City portion being \$67,000. The majority of these expenses occurred during budget year 2020.

**STAFF RECOMMENDATION**

Staff is recommending approval of Resolution 2021-07 adopting the US-50 and CO-291 Intersection Control Evaluation Study prepared in partnership with the Colorado Department of Transportation and City of Salida.”

**SUGGESTED MOTION**

A Council member should make the motion to “Approve Resolution 2021-07 adopting the US-50 and CO291 Intersection Control Evaluation Study prepared in partnership with the Colorado Department of Transportation and City of Salida.”



**CITY OF SALIDA, COLORADO  
RESOLUTION NO. 07  
(Series 2021)**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO  
ADOPTING THE US-50 AND CO-291 INTERSECTION CONTROL EVALUATION  
STUDY PREPARED IN PARTNERSHIP WITH THE COLORADO DEPARTMENT OF  
TRANSPORTATION AND THE CITY OF SALIDA.**

**WHEREAS**, CO-291 and US-50 are state highways under the jurisdiction of the Colorado Department of Transportation (CDOT) with segments located within the municipal boundary of Salida; and

**WHEREAS**, the City of Salida desires to collaboratively work with CDOT to provide for future planning along these corridors which may include access, intersection, multi-modal streetscape, and gateway improvements; and

**WHEREAS**, the City of Salida approved Resolution 2018-14 which authorized the IGA between the City of Salida and the State of Colorado for completion of the Study; and

**WHEREAS**, design alternatives and preferred options identified during the planning process were presented to the public and elected officials; and

**WHEREAS**, the Final Report prepared by Stolfus and Associates, dated February 2021, has been reviewed by City and State staff with findings presented to City Council on February 1, 2021, and the City Council now desires to approve and adopt such Report.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for the City of Salida that:

**Section 1.** The Salida City Council incorporates the foregoing recitals as its conclusions, facts, determinations and findings.

**Section 2.** The Salida City Council hereby approves and adopts the Final Report entitled US-50 and CO-291 Intersection Control Evaluation Study, dated February 2021, and attached hereto as "Exhibit A."

**RESOLVED, APPROVED AND ADOPTED on this 16<sup>th</sup> day of MARCH, 2021.**

CITY OF SALIDA, COLORADO

\_\_\_\_\_  
Mayor P.T. Wood

(SEAL)

ATTEST:

\_\_\_\_\_  
City Clerk



# US 50 AND CO 291 INTERSECTION CONTROL EVALUATION STUDY

Colorado Department of Transportation and the City of Salida

February 2021

Prepared For  
**CDOT REGION 5**  
**TRAFFIC AND SAFETY ENGINEERING DIVISION**  
3803 N Main Ave Ste 100, Durango, CO 81301

**CITY OF SALIDA**  
**PUBLIC WORKS DEPARTMENT**  
340 W Hwy 291, Salida, CO 81201

Prepared By  
**STOLFUS & ASSOCIATES, INC.**  
5690 DTC Blvd Ste 330W, Greenwood Village, CO 80111  
**Phone:** 303-221-2330 | **Web:** [stolfusandassociates.com](http://stolfusandassociates.com)

# Executive Summary

The Colorado Department of Transportation and the City of Salida recognized the need for a more functional and vibrant gateway to the city along CO 291 (Oak St) beginning from the intersection with US 50 (Rainbow Blvd), continuing towards downtown Salida, ending at the intersection with C St.

Currently, Oak St is stop controlled at the Rainbow Blvd intersection. Nearby development and continued growth are predicted to cause this intersection to experience significant traffic delays in the future. Furthermore, the current Oak St corridor into downtown Salida does not comply with State Highway Access Code requirements and is ill-suited for multimodal and aesthetically inviting travel.

This study evaluated various intersection and corridor design configurations which would meet particular goals set by the City. The preferred intersection configuration was a 5-legged roundabout. The preferred Oak St corridor design contained bike lanes on both sides of the road, sidewalk on the west side, and additional amenities like shade trees, park benches, and dark sky compliant street lighting.



# Contents

- Introduction .....4
- What’s there now?.....5
  - Highway Characteristics .....6
  - Existing Traffic .....7
  - Existing Safety .....9
- What would happen if we did nothing? ..... 10
- How can we fix it? .....12
  - Develop Evaluation Goals and Criteria ..... 13
  - Identify Alternatives ..... 15
  - Evaluate Alternatives ..... 17
- What would the alternatives do?..... 18
- What is the bottom line? .....20
  - Just a little more detail.....21
  - Cost .....22
- Final Thoughts .....23

# Appendices

Appendix A – Traffic Figures and Analysis

Appendix B – Safety Assessment Report

Appendix C – Concept Designs

Appendix D – Alternative Evaluation Matrix

Appendix E – Preferred Alternatives Updated Concepts

Appendix F – Public Feedback and Advertisement Materials

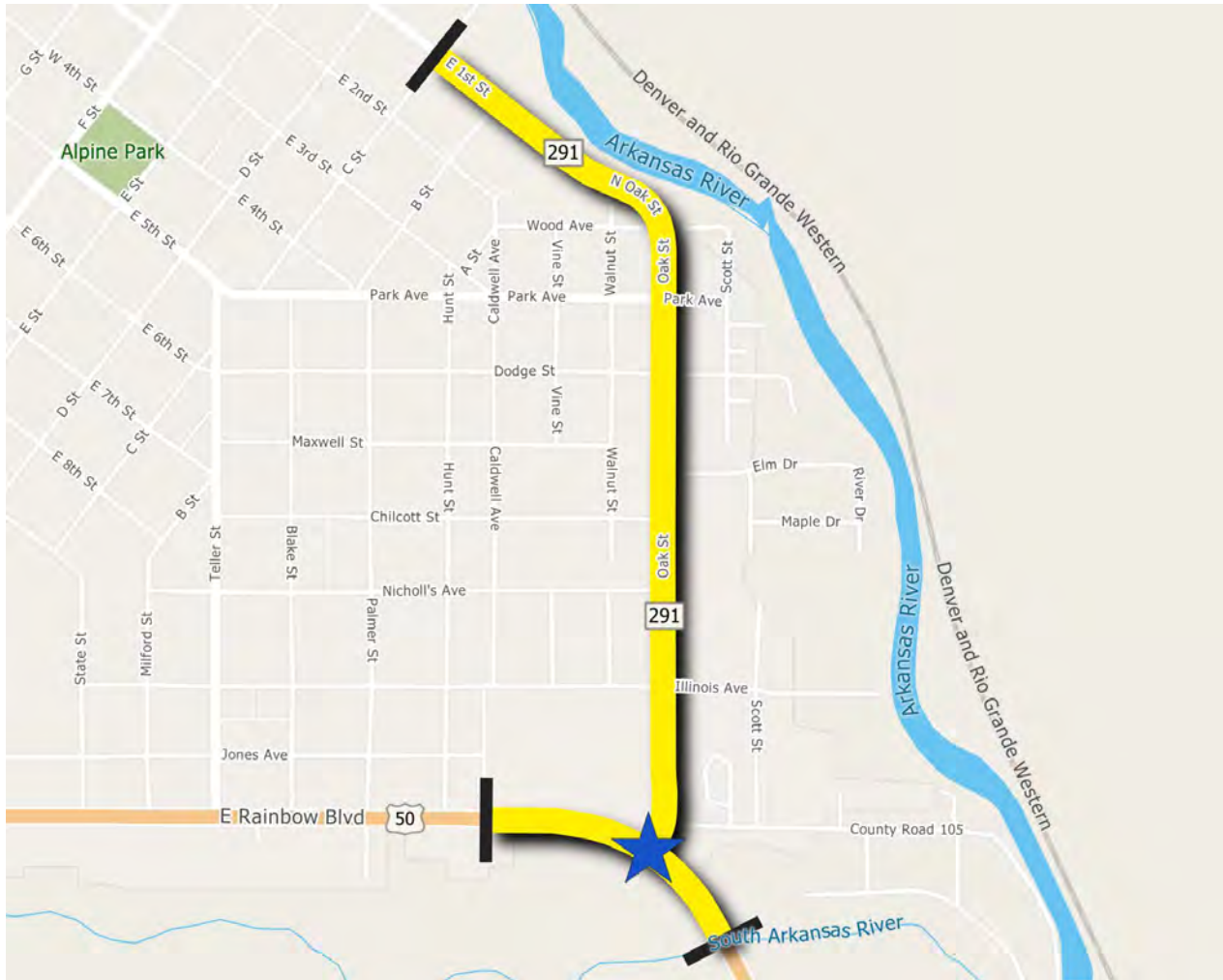
Appendix G – Similar Example Locations

Appendix H – Conceptual Opinions of Probable Cost

# Introduction

The Colorado Department of Transportation (CDOT) and the City of Salida have partnered to plan for a safe, vibrant, and multi-modal gateway along Oak Street (CO 291) from the intersection with Rainbow Boulevard (US 50) to downtown Salida at the intersection with C Street. The community recognizes that Salida, much like a lot of Colorado, is experiencing growth. Consequently, a vision was needed to help in planning for this future growth in a thoughtful, data and community driven method which would allow the City to maintain its character and charm.

This study evaluates several alternatives for the Oak Street corridor as well as the intersection of Oak Street and Rainbow Boulevard. These alternatives will be safe, functional, and accessible to pedestrian and bicyclists while also being aesthetically pleasing and maintaining what makes Salida unique. This study continues to build upon the effort of "Future 50" in which many Salidans voiced their opinion on the overall vision for US 50 (Rainbow Blvd) through Salida.



# What's there now?



## HIGHWAY CHARACTERISTICS

Rainbow Blvd near the intersection with Oak St is a four lane, undivided highway with an average daily traffic volume of approximately 8,600 vehicles per day, consisting of approximately 7% trucks. The posted speed limit ranges from 40 to 45 miles per hour.

Oak St from Rainbow Blvd to C St is a two-lane undivided highway with an average daily traffic volume of approximately 4,900 vehicles per day, consisting of approximately 4.5% trucks. The posted speed limit ranges from 25 to 35 miles per hour. There are 91 unsignalized full movement access points, shown below with orange arrows, in this 0.87 mile stretch of roadway.



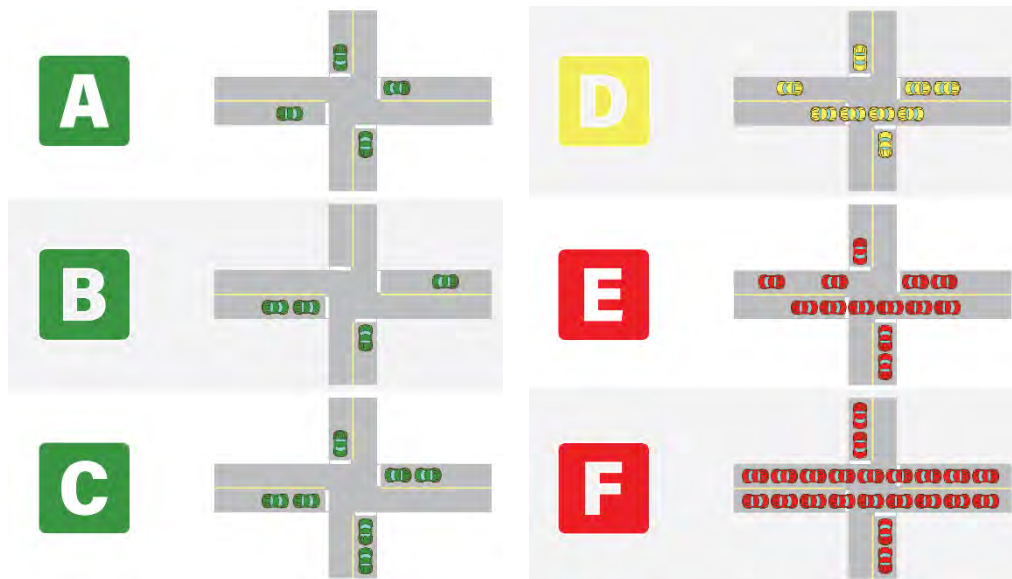
On Rainbow Blvd looking east towards Oak St

## EXISTING TRAFFIC

To aid in painting an accurate picture of the existing traffic in the area, turning movement counts were taken during the morning and evening peak hours at ten intersections along Oak St and Rainbow Blvd on August 16 and 21, 2018. Three 24-hour continuous vehicle classification counts were also taken along Oak St on August 21, 2018 to compare current daily traffic counts and classifications to historical trends to verify the data was not anomalous. The traffic counts and volume figures can be found in Appendix A.

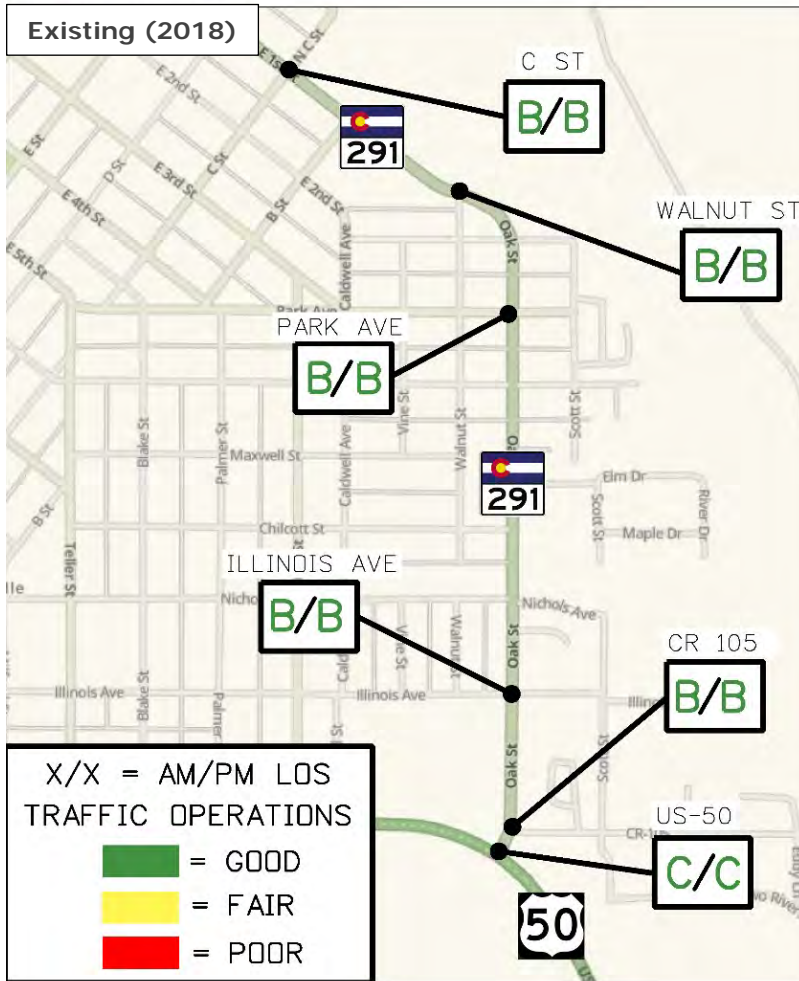
Using the data collected, a Level-of-Service (LOS) was then calculated for each intersection in accordance with procedures outlined in the Highway Capacity Manual. LOS is a measure of the quality of traffic flow and ranges from LOS A (nearly ideal traffic conditions with very little delay for motorists) to LOS F (poor traffic conditions with long motorist delays). LOS C is typically considered a “good” traffic condition. The figure below illustrates examples of LOS.

### LEVEL OF SERVICE



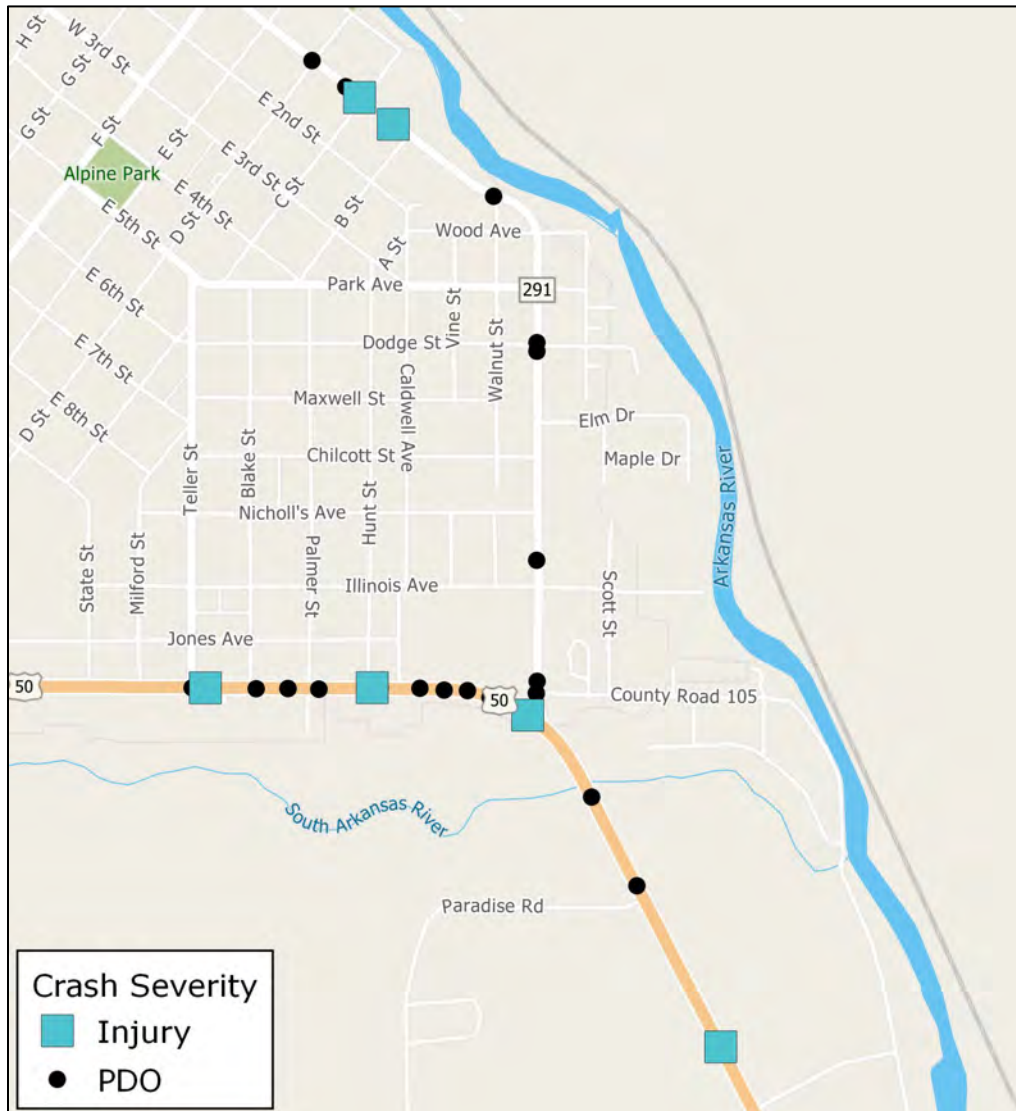


The existing traffic operations are shown in the figure below. All of the intersections operate at LOS C or better, with no operational concerns. In particular, this analysis also demonstrates that a traffic signal is not yet warranted at the intersection of Rainbow Blvd and Oak St.



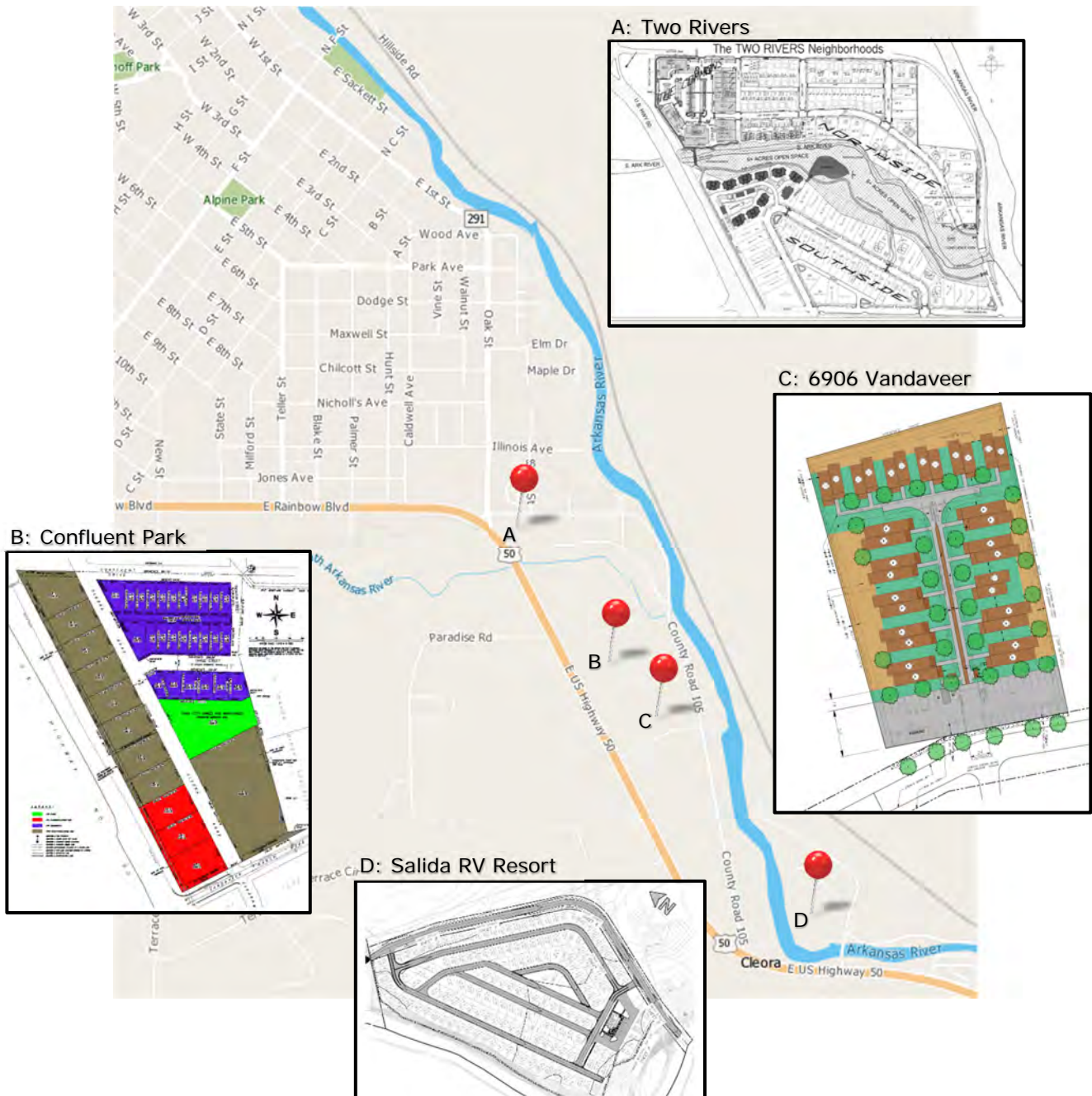
## EXISTING SAFETY

Crash data from January 1, 2014 to December 31, 2018 on Oak St from Rainbow Blvd to D St and on Rainbow Blvd from Teller St to Vandaveer Rd was examined to identify any existing safety concerns. During this five-year period, 34 crashes were reported. Among these, there were 6 crashes which resulted in an injury and no fatal crashes. A detailed safety assessment report can be found in Appendix B. In short, the report concluded with no particular recommendations to improve highway safety and found that these highways currently perform better overall when compared to other highways with similar characteristics in Colorado. However, it is possible that the intersection of Oak St and Rainbow Blvd may become a more pressing safety concern as traffic volumes in the area continue to grow.



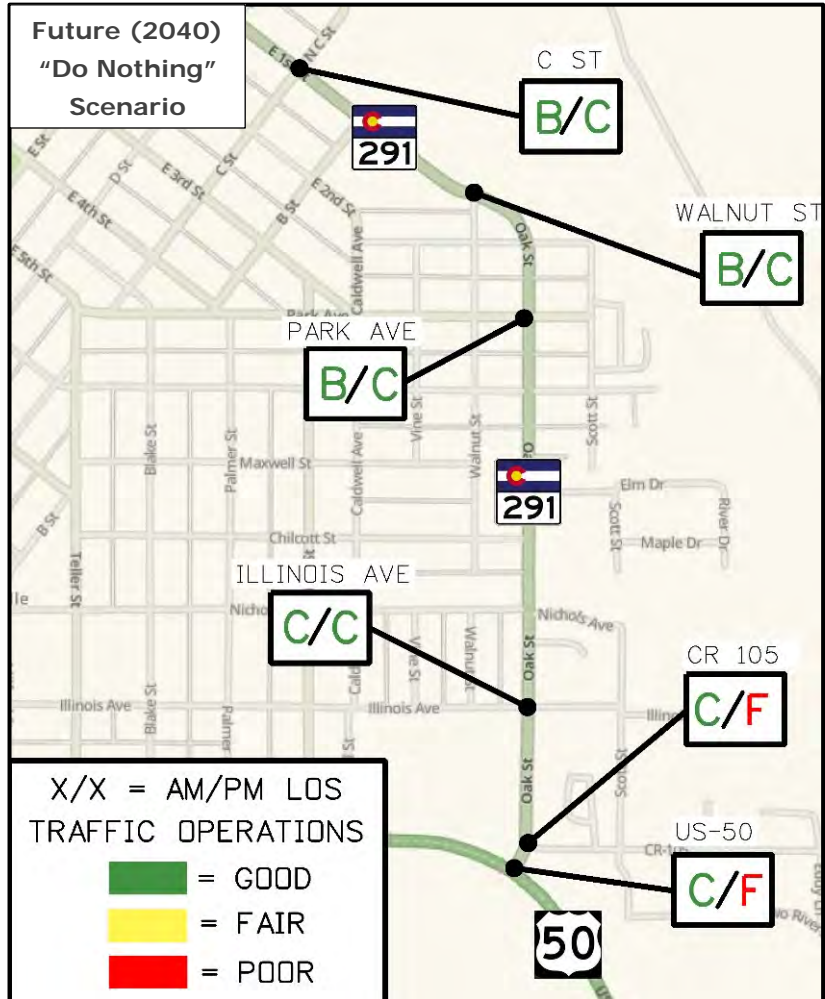
# What would happen if we did nothing?

Salida, much like the rest of Colorado, is continuing to grow and develop. New developments like Two Rivers, Confluent Park, 6906 Vandaveer, and the Salida RV Resort allow the city to expand its array of amenities, especially towards the eastern side of the city. However, these developments, along with growth that is typical for the area, also mean that traffic is likely to continue increasing. Additionally, Salida and the surrounding areas tend to experience seasonal fluctuation in traffic due to nearby recreation.



At the time data was collected for this study, traffic impacts from some of this growth was known. Traffic forecasts for the year 2040 in this study accounted for the Two Rivers development, River View at Cleora (which is now Salida RV Resort), typical growth for the area and seasonal traffic fluctuations. These forecasts were then used in a “do nothing” traffic analysis in which no changes were made to the existing roadway network, but the traffic volumes were increased as projected. In this scenario, traffic operations are expected to fail during the evening peak hour at the intersections of Oak St and Rainbow Blvd and Oak St and CR 105, with almost a four-minute delay for vehicles turning left from Oak St onto Rainbow Blvd. The figure below shows the levels of service for this future “do nothing” scenario.

The key takeaway from this future “do nothing” analysis is that if the projections hold true and the current developments are completed as scheduled, improvements will need to be made to alleviate these long traffic delays. Meanwhile, although no operational concerns are present north of CR 105, this “do nothing” scenario does not address the desire many Salidans have expressed for an attractive, functional, and multimodal gateway along Oak St towards downtown. See Appendix A for a more in-depth analysis of this scenario.



How can we fix it?



## DEVELOP EVALUATION GOALS AND CRITERIA

---

Evaluation goals and criteria help to distinguish important differences of the pros and cons of each alternative. These goals and criteria were established by the Project Team, including CDOT and City of Salida staff, and were intended to accurately represent the community's values. The goals included:

- **Goal: Identify long-term improvements at the intersection of Oak St & Rainbow Blvd that provide safe, effective and efficient operations.**

*Criteria:*

- Roadway geometrics
- Physical constraints
- Intersection Level of Service

- **Goal: Provide access and circulation to support the functionality of the Oak St corridor and the local transportation system.**

*Criteria:*

- Local Route Connectivity
- Function of Local Transportation System
- Out of Direction Travel Distance
- Highway Segment Level of Service
- Functional Intersection Area

- **Goal: Support the development of alternative modes, including transit, pedestrian, and bicycle routes.**

*Criteria:*

- Access for Multi-modal Users (Cyclists, Pedestrians, Transit)
- Compatibility with established/future pedestrian routes
- Compatibility with established/future bicycle routes
- Bicycle Level of Service
- Compatibility with existing/future transit routes

- **Goal: Improve the safety for all modes on Oak St.**

*Criteria:*

- Intersection conflict points
- Intersection sight distance
- Roadway Template

- **Goal: Provide a plan that is supported by all entities and is compatible with state & local planning.**

*Criteria:*

- Compatibility with Local Planning
- Conformance with State Highway Access Code Auxiliary Lane Requirements
- Local Support

➤ **Goal: Support the economic viability of the project area.**

*Criteria:*

- Business Market Area
- Serviceability to Properties and Developments within the Study Area

➤ **Goal: Develop a welcoming streetscape.**

*Criteria:*

- Gateway Enhancements
- Wayfinding Presence

➤ **Goal: Elevate improvements that can be implemented in phases and reduce long-term maintenance needs along the Oak St corridor.**

*Criteria:*

- Construction Cost
- Project Clearances
- Phasing Opportunities
- Long-term Maintenance

## IDENTIFY ALTERNATIVES

Everything is on the table at this point. This study came up with several alternative configurations for the Oak St and Rainbow Blvd intersection and multiple corridor design alternatives along Oak St. Some alternatives were more applicable than others given this area’s particular characteristics. After taking that into consideration, the alternatives were narrowed down to 3 intersection configuration alternatives and 3 corridor design alternatives for Oak St. The concepts that follow can be seen in larger format in Appendix C in addition to particular landscaping alternatives.

### Oak St and Rainbow Blvd Intersection Configuration Alternatives



Alternative #1 – Traffic Signal



Alternative #2 – 5-Legged Roundabout



Alternative #3 – 4-Legged Roundabout  
(not shown – option with roundabout at Illinois Ave)



Oak St Corridor Design Alternatives  
(views looking north)



Alternative #1 – Multiuse Path



Alternative #2 – Bike Lanes with Sidewalk



Alternative #3 – Multiuse Path with Sidewalk

## EVALUATE ALTERNATIVES

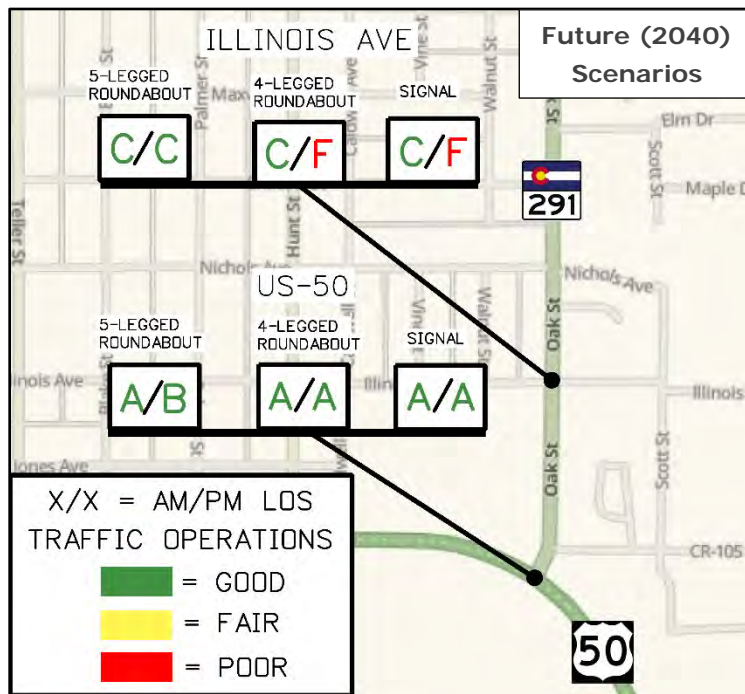
---

Each of the three Oak St and Rainbow Blvd intersection configurations and Oak St corridor design alternatives were evaluated by assessing whether there was a positive, neutral, or negative impact to the various criteria associated with each goal. For example, a positive impact to the *Business Market Area* criteria would mean the business market area expands for the majority of the businesses on the corridor, a neutral impact would mean current business market area is maintained, and a negative impact would mean a reduction in business market area. This type of evaluation was carried forward for all criteria. A detailed summary of how all evaluations were recorded can be found in Appendix D.



# What would the alternatives do?

This study took a closer look at what might happen in the future from a traffic perspective if any of the Oak St and Rainbow Blvd intersection configuration alternatives came to fruition. Each option operates well, either at LOS A or B. However, the signal and 4-legged roundabout will likely cause queues to extend past CR 105, making left turns into or out of CR 105 a potential safety and operational concern. To mitigate these concerns, CR 105 at Oak St will have to be limited to right-in, right-out (RIRO) for both of these options. A RIRO access would mean that left turns from Oak St onto CR 105 and lefts turn from CR 105 onto Oak St would be restricted. These left turns would likely reroute to Illinois Ave, increasing delays at that intersection and adding traffic volume to the local streets. The 5-legged roundabout option, however, would not need these same left turn restrictions and could remain as a full movement intersection. The figure below shows the intersection LOS results for Rainbow Blvd and Oak St, and Oak St and Illinois Ave for each of the three scenarios.



If CR 105 is limited to RIRO, the rerouted trips will increase the delay at the intersection of Illinois Ave and Oak St, requiring the need for intersection improvements such as a roundabout or acceleration lanes. Meanwhile, the 5-legged roundabout would allow CR 105 to remain a full movement intersection, eliminate out of direction travel through the local roadway network, and would result in significantly better traffic operations at Illinois Ave.

To remain consistent with the goals set in the evaluation, this study also developed an access management plan for Oak St from Rainbow Blvd to C St. The plan is not meant to be implemented all at once. Rather, this plan aims to be a guiding document should redevelopment occur along Oak St.



## CO 291 Access Management Plan

# What is the bottom line?

After all factors were considered, the preferred Oak St and Rainbow Blvd intersection configuration alternative is a **5-legged roundabout** and the preferred Oak St corridor design alternative is **bike lanes with sidewalk on the west side, shade trees, and dark sky compliant street lighting**. Conceptual drawings of this configuration can be found in Appendix E.



Preferred Oak St and Rainbow Blvd Intersection Concept



Preferred Oak St Corridor Concept

## JUST A LITTLE MORE DETAIL

As previously mentioned, each alternative had its pros and cons. For example, the traffic signal option would likely require the fewest amount of project clearances. However, it is CDOT policy not to install a traffic signal until intersection traffic volume exceeds thresholds defined by the Federal Highway Administration. These traffic signal warrants are not projected to be satisfied in the near term. Meanwhile, roundabouts do not have these same requirements for installation and could be constructed as soon as funding is available.

The 5-legged roundabout stood out in particular because it could allow the CR 105 intersection to remain full movement, which means any strain placed on the local street system would be minimal and there would be little need for out of direction travel. This alternative would also greatly reduce the severity of potential traffic conflicts as speeds would also be reduced and T-bone type crashes would be very unlikely. Furthermore, this was the preferred alternative when the public was asked to weigh in on which configuration they think would be best suited. Public feedback material including responses received as well as public advertisements can be found in Appendix F.

Similarly, the public voiced strong support for the Oak St corridor design alternative with bike lanes and sidewalk. This alternative also was a clear front runner through the evaluation as it has the potential to impact the least amount of right of way, would improve the bicycle level of service, and could readily accommodate future transit stops.

It's important to remember, however, that this is all still conceptual level planning.



When sketching the concept of the 5-legged roundabout, a WB-67 was chosen as the design vehicle. Preliminary sketches were also prepared which demonstrate that the turning path of a WB-67 is accommodated by the roundabout as sketched. This is important since the public expressed a particular concern of large vehicles being able to maneuver through the intersections. However, all roundabout design elements should be examined in further detail if this alternative were to begin a formal design process. Locations and photos of successfully designed and constructed roundabouts in Colorado can be found in Appendix G.

## COST

When evaluating alternative Oak St and Rainbow Blvd intersection configurations, the cost to implement any of the alternatives was considered at a very high level. For planning purposes, conceptual opinions of probable costs were drafted for the design and construction of both the traffic signal and the 5-legged roundabout intersection configuration and can be found in Appendix H. It's important to remember that these costs are for **planning purposes only**. More detailed cost estimates will be drafted during a preliminary design phase.

\$3,000,000



Alternative #1 – Traffic Signal

\$4,400,000



Alternative #2 – 5-Legged Roundabout

## Final Thoughts

This study set out to plan for a safe, vibrant, and multi-modal gateway along Oak Street (CO 291) from the intersection with Rainbow Boulevard (US 50). Traffic analysis showed that if development continues as planned, congestion and traffic delay concerns may arise in the future at Oak St and Rainbow Blvd and at Oak St and CR 105. Various alternatives were evaluated to mitigate these concerns, along with providing a welcoming and functional corridor design along Oak St into downtown Salida. Ultimately, the community as well as the evaluation conducted in this study expressed the most support for a 5-legged roundabout intersection configuration at Oak St and Rainbow Blvd and a roadway with bike lanes, sidewalk on the west side, shade trees, and dark sky compliant street lighting along the Oak St corridor.

The next steps forward in seeing this conceptual vision become reality involve the following items:

➤ **Funding**

There are several ways that a vision like the one outlined in this study could be funded. Public dollars, private dollars, or a combination of both sources could be utilized. A publicly funded project would likely be a collaborative effort between the City of Salida and CDOT, working in tandem and sharing resources when possible. Private funding of this vision would likely occur in a piecemeal fashion when redevelopment occurs in the area, for instance by dedicating the needed right of way to accommodate the Oak St corridor design alternative with bike lanes and sidewalk.

➤ **Detailed Design**

As previously mentioned, the drawings shown in this study accounted for conceptual details such as large vehicle turning radii and approximated right of way impacts. The preferred designs will go through several more standard criteria check lists which will work out more intricate detail of environmental and stormwater impacts, phasing, and construction.





**CITY COUNCIL ACTION FORM**

<b>Department</b> Administration	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 16, 2021
-------------------------------------	---	-------------------------------

**ITEM**

**Resolution 2021-08 – Approving Citizen Appointments to the Harriet Alexander Field – Salida Airport Advisory Board**

**BACKGROUND**

As you are aware, the City of Salida owns half of Harriet Alexander Field in conjunction with Chaffee County. As such, the two bodies agreed to appoint an Advisory Board to recommend planning, operations, maintenance, and capital improvements for the facility. Current Board members include Jim Dickson, Rob Dubin, and Bob Shalit, and Councilmember Justin Critelli has represented the City Council as official liaison.

It recently came to our attention that the Board members terms had expired, and no reappointment process had occurred. Staff reached out to the existing Board members to inquire as to whether they would like to be reappointed to the Board; Mr. Dickson and Mr. Dubin requested reappointment, while Mr. Shalit chose to resign. Staff also received interest from David Unruh, whose letter of interest is attached (as are the same from Messrs. Dickson and Dubin). As such, there are a similar number of applicants for Board seats as there are available seats, and the City Council should also appoint/reappoint a City Council liaison to represent them on the Board as well. Terms are recommended to be 2- and 3-years in duration, with the City Council liaison position to end upon the next City Council election.

**FISCAL NOTE**

None.



**CITY COUNCIL ACTION FORM**

<b>Department</b> Administration	<b>Presented by</b> Drew Nelson - City Administrator	<b>Date</b> March 16, 2021
-------------------------------------	---	-------------------------------

**STAFF RECOMMENDATION**

Staff recommends that the City Council appoint Jim Dickson, Rob Dubin, and David Unruh to terms on the Harriet Alexander Field – Salida Airport Advisory Board as determined by the City Council. Staff also recommends that the City Council reappoint a member to represent the City Council as liaison to the Board.

**SUGGESTED MOTION**

A City Councilmember should make a motion to approve Resolution 2021-08, approving the following appointments to the Harriet Alexander Field – Salida Airport Advisory Board:

1. \_\_\_\_\_ as a Board Member, with a term to expire on January 1, 2023.
2. \_\_\_\_\_ as a Board Member, with a term to expire on January 1, 2024.
3. \_\_\_\_\_ as a Board Member, with a term to expire on January 1, 2024.
4. \_\_\_\_\_ as a City Council liaison, with a term to expire on November 3, 2021.

followed by a second and roll call vote.

**CITY OF SALIDA, COLORADO  
RESOLUTION NO. 08  
(Series of 2021)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO,  
APPROVING CITIZEN APPOINTMENTS TO THE HARRIET ALEXANDER FIELD –  
SALIDA AIRPORT ADVISORY BOARD**

**WHEREAS**, the City of Salida, Colorado (“City”) is a statutory city, duly organized and existing under the laws of the State of Colorado; and

**WHEREAS**, in accordance with Section 2-7-10 of the Salida Municipal Code, the City Council shall select and appoint person(s) to serve as members of the City of Salida’s boards and commissions; and

**WHEREAS**, the City of Salida and Chaffee County jointly own Harriet Alexander Field – Salida Airport, which is governed by an Advisory Board made up of members selected by the Chaffee County Board of Commissioners and the Salida City Council; and

**WHEREAS**, current terms of Advisory Board members have expired; and

**WHEREAS**, after soliciting for candidates, the City Council wishes to fill the three Board of Directors vacancies, along with a City Council representative; and

**WHEREAS**, the City Council appreciates the service these members of the community have devoted to bettering Salida and Chaffee County through participation in the Harriet Alexander Field – Salida Airport Advisory Board; and

**WHEREAS**, in accordance with Section 2-7-10 of the Salida Municipal Code, the City Council shall confirm the appointments by majority vote.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, THAT:**

**Section 1.** The Salida City Council incorporates the foregoing recitals as its conclusions, facts, determinations and findings.

**Section 2.** The Salida City Council hereby appoints \_\_\_\_\_ as a member of the Advisory Board for Harriet Alexander Field – Salida Airport; term to expire January 1, 2023.

**Section 3.** The Salida City Council hereby appoints \_\_\_\_\_ as a member of the Advisory Board for Harriet Alexander Field – Salida Airport; term to expire January 1, 2024.

**Section 4.** The Salida City Council hereby appoints \_\_\_\_\_ as a member of the Advisory Board for Harriet Alexander Field – Salida Airport; term to expire January 1, 2024.

**Section 5.** The Salida City Council hereby appoints \_\_\_\_\_ as the City Council liaison to the Advisory Board for Harriet Alexander Field – Salida Airport; term to expire November 3, 2021.

**RESOLVED, APPROVED, AND ADOPTED this 16<sup>th</sup> day of March, 2021.**

CITY OF SALIDA

By: \_\_\_\_\_

P.T. Wood, Mayor

[SEAL]

ATTEST: \_\_\_\_\_

City Clerk/Deputy City Clerk

**From:** [Zech Papp](#)  
**To:** "Chaffee Admin"  
**Subject:** FW: Airport Board Meeting Wednesday January 27th, 2021  
**Date:** Tuesday, February 09, 2021 12:49:24 PM

---

**From:** Bob Schalit, Jr. <schalitjr@gmail.com>  
**Sent:** Tuesday, February 9, 2021 12:16 PM  
**To:** Zech Papp <zpapp@chaffeecounty.org>  
**Subject:** Re: Airport Board Meeting Wednesday January 27th, 2021

Hi Zech, I am writing you to inform you of my decision to resign from the airport board, effective immediately. Family circumstances require this action. "Wishing you blue skies, tailwinds and happy landings  
Sincerely, Bob Schalit

On Tue, Feb 9, 2021, 11:34 AM Zech Papp <[zpapp@chaffeecounty.org](mailto:zpapp@chaffeecounty.org)> wrote:

Please send E-mail with intention to stay on the board

---

**From:** Zech Papp <[zpapp@chaffeecounty.org](mailto:zpapp@chaffeecounty.org)>  
**Sent:** Wednesday, January 27, 2021 9:44 AM  
**To:** 'Robert Christiansen' <[bchristiansen@chaffeecounty.org](mailto:bchristiansen@chaffeecounty.org)>; 'Drew Nelson' <[drew.nelson@cityofsalida.com](mailto:drew.nelson@cityofsalida.com)>; 'dtom@chaffeecounty.org' <[dtom@chaffeecounty.org](mailto:dtom@chaffeecounty.org)>; 'Debbie' <[dfesenmeyer@chaffeecounty.org](mailto:dfesenmeyer@chaffeecounty.org)>  
**Cc:** 'Robert Schalit' <[schalitjr@gmail.com](mailto:schalitjr@gmail.com)>; 'Steve Bush' <[steveb1901@gmail.com](mailto:steveb1901@gmail.com)>; 'jlcham4@aol.com' <[jlcham4@aol.com](mailto:jlcham4@aol.com)>; 'Rob Dubin' <[robDubin100@gmail.com](mailto:robDubin100@gmail.com)>; 'Dennis Dempsey' <[denysdempsey@gmail.com](mailto:denysdempsey@gmail.com)>; 'Charles Collman' <[collman.charles464@gmail.com](mailto:collman.charles464@gmail.com)>; 'rgranzella@chaffeecounty.org' <[rgranzella@chaffeecounty.org](mailto:rgranzella@chaffeecounty.org)>; 'justin.critelli@salidaelected.com' <[justin.critelli@salidaelected.com](mailto:justin.critelli@salidaelected.com)>; [av8rjimd@gmail.com](mailto:av8rjimd@gmail.com); 'Heather Wright' <[heather.wright@cityofsalida.com](mailto:heather.wright@cityofsalida.com)>; 'patti@anderson-LG.com' <[patti@anderson-LG.com](mailto:patti@anderson-LG.com)>; 'Dan Smith' <[danyooper720@hotmail.com](mailto:danyooper720@hotmail.com)>  
**Subject:** RE: Airport Board Meeting Wednesday January 27th, 2021

[chaffeeadmin@chaffeecounty.org](mailto:chaffeeadmin@chaffeecounty.org)

Send a email with a letter of intent to stay on the board

---

**From:** Zech Papp <[zpapp@chaffeecounty.org](mailto:zpapp@chaffeecounty.org)>  
**Sent:** Wednesday, January 27, 2021 8:54 AM  
**To:** 'Robert Christiansen' <[bchristiansen@chaffeecounty.org](mailto:bchristiansen@chaffeecounty.org)>; 'Drew Nelson' <[drew.nelson@cityofsalida.com](mailto:drew.nelson@cityofsalida.com)>; 'dtom@chaffeecounty.org' <[dtom@chaffeecounty.org](mailto:dtom@chaffeecounty.org)>; 'Debbie' <[dfesenmeyer@chaffeecounty.org](mailto:dfesenmeyer@chaffeecounty.org)>  
**Cc:** 'Robert Schalit' <[schalitjr@gmail.com](mailto:schalitjr@gmail.com)>; 'Steve Bush' <[steveb1901@gmail.com](mailto:steveb1901@gmail.com)>; 'jlcham4@aol.com' <[jlcham4@aol.com](mailto:jlcham4@aol.com)>; 'Rob Dubin' <[robDubin100@gmail.com](mailto:robDubin100@gmail.com)>; 'Dennis

Dempsey' <[denysdempsey@gmail.com](mailto:denysdempsey@gmail.com)>; 'Charles Collman' <[collman.charles464@gmail.com](mailto:collman.charles464@gmail.com)>;  
 'rgranzella@chaffeeconomy.org' <[rgranzella@chaffeeconomy.org](mailto:rgranzella@chaffeeconomy.org)>;  
 'justin.critelli@salidaelected.com' <[justin.critelli@salidaelected.com](mailto:justin.critelli@salidaelected.com)>; [av8rjim@gmail.com](mailto:av8rjim@gmail.com);  
 'Heather Wright' <[heather.wright@cityofsalida.com](mailto:heather.wright@cityofsalida.com)>; 'patti@anderson-LG.com'  
 <[patti@anderson-LG.com](mailto:patti@anderson-LG.com)>; 'Dan Smith' <[danyooper720@hotmail.com](mailto:danyooper720@hotmail.com)>

**Subject:** RE: Airport Board Meeting Wednesday January 27th, 2021

For those of you who cant zoom here is a dial in code...

Time: Jan 27, 2021 09:00 AM Mountain Time (US and Canada)

Dial: 1-605-313-5367

Access Code: 242831

Join Zoom Meeting

<https://us05web.zoom.us/j/88057117261?pwd=TVRuOU0vQ3J6elhtVUYxczlgS3I0dz09>

Meeting ID: 880 5711 7261

Passcode: nmXH54

---

**From:** Zech Papp <[zpapp@chaffeeconomy.org](mailto:zpapp@chaffeeconomy.org)>

**Sent:** Friday, January 22, 2021 2:56 PM

**To:** 'Robert Christiansen' <[bchristiansen@chaffeeconomy.org](mailto:bchristiansen@chaffeeconomy.org)>; 'Drew Nelson'  
 <[drew.nelson@cityofsalida.com](mailto:drew.nelson@cityofsalida.com)>; 'dtom@chaffeeconomy.org' <[dtom@chaffeeconomy.org](mailto:dtom@chaffeeconomy.org)>;  
 'Debbie' <[dfesenmeyer@chaffeeconomy.org](mailto:dfesenmeyer@chaffeeconomy.org)>

**Cc:** 'Robert Schalit' <[schalitjr@gmail.com](mailto:schalitjr@gmail.com)>; 'Steve Bush' <[steveb1901@gmail.com](mailto:steveb1901@gmail.com)>;  
 'jlcham4@aol.com' <[jlcham4@aol.com](mailto:jlcham4@aol.com)>; 'Rob Dubin' <[robDubin100@gmail.com](mailto:robDubin100@gmail.com)>; 'Dennis  
 Dempsey' <[denysdempsey@gmail.com](mailto:denysdempsey@gmail.com)>; 'Charles Collman' <[collman.charles464@gmail.com](mailto:collman.charles464@gmail.com)>;  
 'rgranzella@chaffeeconomy.org' <[rgranzella@chaffeeconomy.org](mailto:rgranzella@chaffeeconomy.org)>;  
 'justin.critelli@salidaelected.com' <[justin.critelli@salidaelected.com](mailto:justin.critelli@salidaelected.com)>; [av8rjim@gmail.com](mailto:av8rjim@gmail.com);  
 'Heather Wright' <[heather.wright@cityofsalida.com](mailto:heather.wright@cityofsalida.com)>; 'patti@anderson-LG.com'  
 <[patti@anderson-LG.com](mailto:patti@anderson-LG.com)>; 'Dan Smith' <[danyooper720@hotmail.com](mailto:danyooper720@hotmail.com)>

**Subject:** Airport Board Meeting Wednesday January 27th, 2021

Hello All,

Here is the agenda for this I board meeting on Wednesday January 27th, at 9am. Below is the zoom meeting link so we can see each other's faces!! I have attached a few things on some amendments to the airport overlay. We will also be having a discussion on a potential drone corridor between Salida and Buena Vista.

Time: Jan 27, 2021 09:00 AM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us05web.zoom.us/j/88057117261?pwd=TVRuOU0vQ3J6elhtVUYxczlgS3I0dz09>

Meeting ID: 880 5711 7261

Passcode: nmXH54

Zechariah Papp

Airport Manager

KANK, Harriet Alexander Airfield

9255 CR 140

Salida, CO 81201

Ph: 719-539-3720

Cell: 719-239-1648

E-mail: [zpapp@chaffeecounty.org](mailto:zpapp@chaffeecounty.org)

--

This message has been scanned for viruses and dangerous content by [MailScanner](#), and is believed to be clean.

--

This message has been scanned for viruses and dangerous content by [MailScanner](#), and is believed to be clean.

--

This message has been scanned for viruses and dangerous content by [MailScanner](#), and is believed to be clean.

## Chaffee Admin

---

**From:** Rob Dubin <robdubin100@gmail.com>  
**Sent:** Wednesday, January 27, 2021 9:50 AM  
**To:** chaffeeadmin@chaffeecounty.org; P.T. Wood; Dan Shore; Harald Kasper;  
jane.templeton@salidaelected.com  
**Subject:** Chaffee Co. Airport Advisory Board

To Chaffee Co Commissioners and Salida City Council:

I have served on the Airport Advisory Board for a number of years and wish to continue doing so.

I am not certain when my current term is up but would like to be appointed for another term.

Sincerely,

Rob Dubin

--

This message has been scanned for viruses and dangerous content by MailScanner, and is believed to be clean.



February 18, 2021

To: Chaffee County Board of County Commissioners

From: J. David Unruh

SUBJECT: Open Position on the Chaffee County Airport Commission

Dear Sirs:

I am writing this letter of intent to have the opportunity to be appointed to the open position on the Chaffee County Airport Commission. I am a resident of rural Chaffe County and would consider it an honor to serve as a member of this Commission.

I am a former pilot and have experience of four years as a sheriff officer and over thirty-nine years of working in the aerospace industry. I have an Associate of Science degree, a Bachelor degree, a Master degree and a graduate level Certificate of Program Management from the University of Denver. I have developed a skill in problem solving in my career and am interested in sharing my skills while being a member of the Chaffee County Airport Commission.

I am interested in seeing a positive future for the airports in Chaffee County in support of local businesses and the good of the community. I am retired so I would be able to dedicate an unlimited amount of time to serving on this Commission by being able to gather all needed information and talking to stake holders in the aviation and business community and considering their needs.

I would appreciate your consideration in appointing me to the Chaffee County Airport Commission. I believe I have a unique set of business skills and have been around the aviation business in my life. I would like to bring my desire and skills to the open position on the Chaffee County Airport Commission.

I am available to answer any questions you might have about my qualifications and desire to serve on the Chaffee County Airport Commission. My phone number is 303-506-4981 and my address is 8868 Cameron Meadow Circle, Salida, CO 81201.

Respectfully submitted, J. David Unruh

**From:** [Jim Dickson](#)  
**To:** [chaffeeadmin@chaffeecounty.org](mailto:chaffeeadmin@chaffeecounty.org)  
**Subject:** Board retention  
**Date:** Friday, February 12, 2021 2:59:17 PM

---

I James Dickson

Would like to be considered to stay on the Airport advisory board, I enjoy being involved in the Airport activities keeping up with the progress and operations of the Airport. I hope that I can be an asset to the board and help any way that I can to see that the future of the Airport is valuable to the community.

Thanks for your indulgence

In this matter.

Jim Dickson

Sent from my iPhone

--

This message has been scanned for viruses and dangerous content by MailScanner, and is believed to be clean.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development	<b>PRESENTED BY:</b> Bill Almquist
---	---------------------------------------

**ITEM:**

Ordinance 2021-03 – Possible Approval on First Reading and Setting a Public Hearing Regarding the Holman Court Planned Development and Major Subdivision.

**UPDATE TO PLANNED DEVELOPMENT AND SUBDIVISION PROPOSALS:**

Following the stated approval and recommendation of the Planning Commission to create 7 lots and a platted private drive (instead of 8 lots with a private access easement across the front of each), among other conditions, the applicants revised their plans and also pledged to construct two deed-restricted affordable housing units (80% AMI or below) as part of the development, which is greater than the 12.5% of units required by Inclusionary Housing. The original requested deviations to dimensional standards of the underlying zone all remain relevant and are described in further detail below.

**REQUEST / BACKGROUND:**

The applicants have requested a major impact review to approve a Planned Development overlay and 7-lot residential subdivision (1 duplex on each lot) on the 1.72 acre parcel located west of Holman Ave and accessed between 1604 Holman Ave and 1646 Holman Ave (see vicinity map below). The applicants intend to go through the duplex conversion process in the future to create individual townhomes. The property, described as “Lot 2 of Ambrose Subdivision” and previously subdivided in 2004, is currently zoned Medium-Density Residential (R-2). The property owners/applicants are Holman Court, LLC represented by David Larochelle and Mark Lee.

A Planned Development is an overlay which allows flexibility in the underlying zoning district standards to “...permit the application of more innovative site planning and design concepts than may be possible under the application of standard zone districts.” The applicants are requesting flexibility in design of the development in the following three ways:

- Lot frontage measured off of a private drive (instead of a public street)
- Increase in the maximum allowable parking/access lot coverage
- Reduction in the minimum landscape area per lot

City Council and Planning Commission held a Conceptual Review meeting for this site on November 30, 2020. Planning Commission held their public hearing and review of the proposals on January 12, 2021 and approved both requests with conditions.

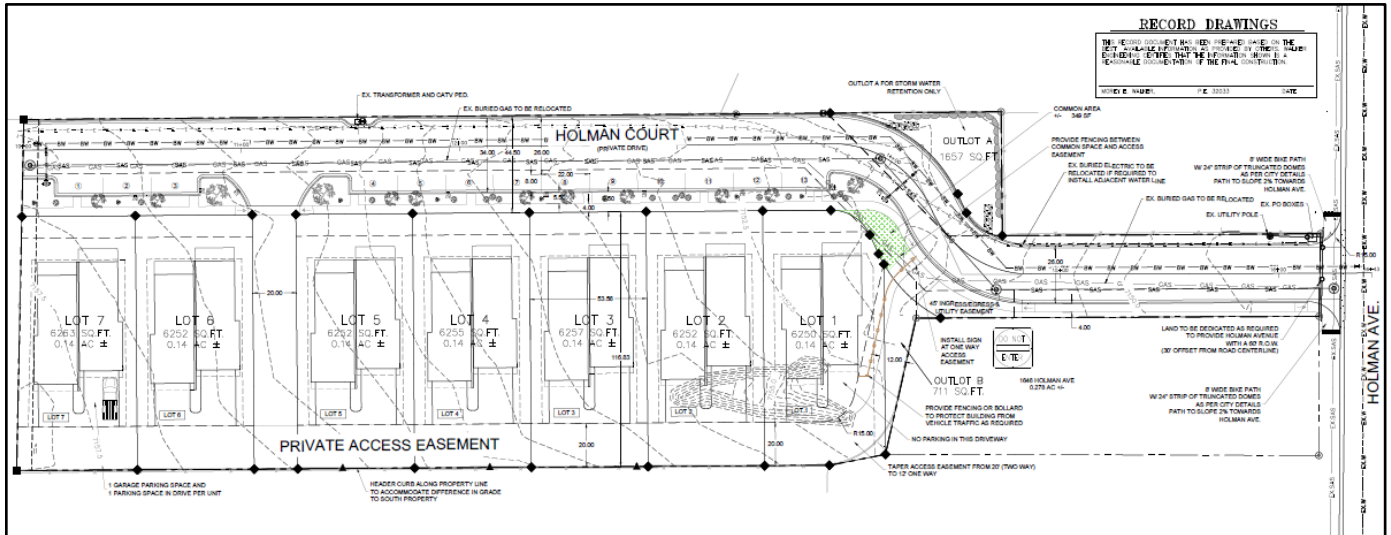
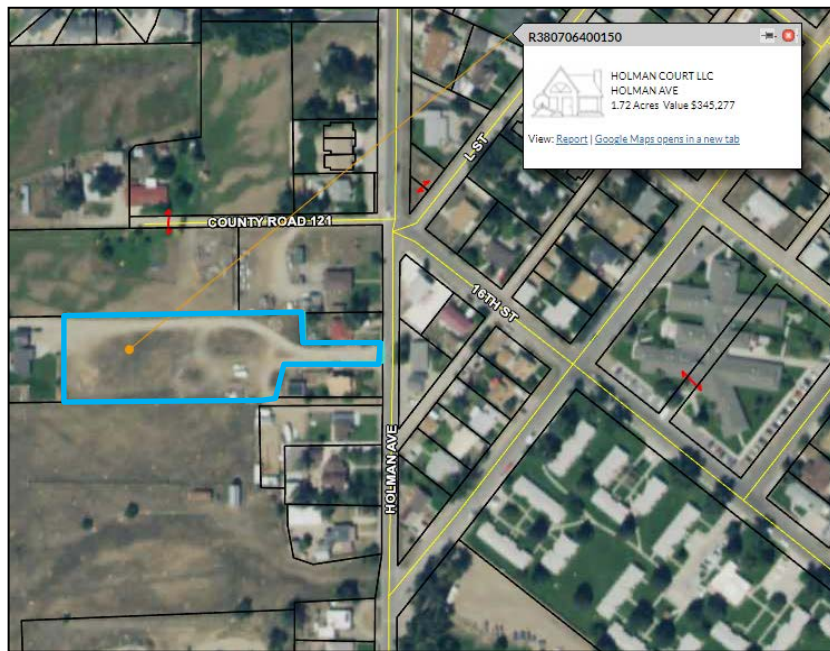


### REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

### Vicinity Map and Development Site Plan



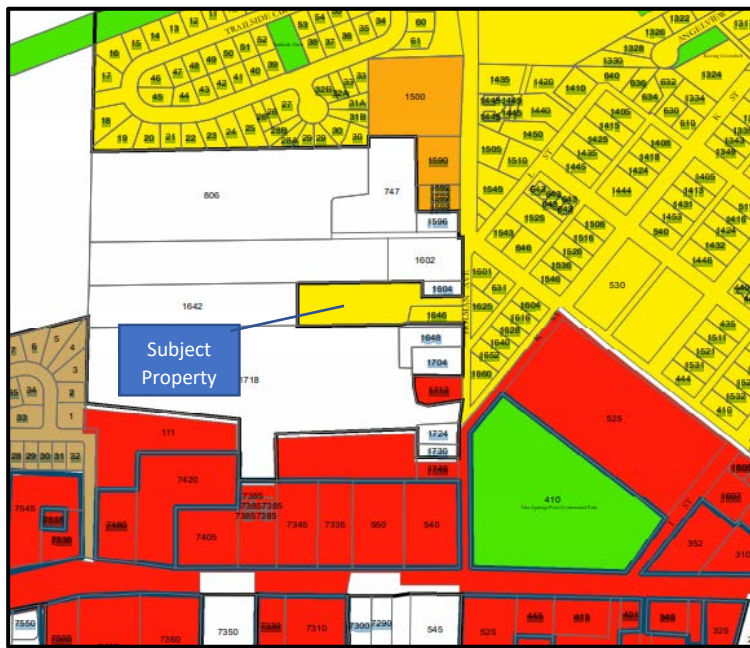


REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

**Surrounding Zoning**



As shown from the image above, the property is surrounded by unincorporated and largely vacant properties within the County, with R-2 zoned properties to the east, R-3 and R-2 properties to the north, and C-1 properties and Centennial Park nearby to the south.

**A. PLANNED DEVELOPMENT REVIEW:**

The applicants are proposing the Planned Development overlay be placed on the site to allow for the creation of a subdivision with 7 duplex buildings, each on their separate lot, fronting on a private drive with a public water and sewer main. The table below identifies the proposed deviations to the underlying R-2 zone district dimensional standards, including: minimum lot frontage, maximum parking/access lot coverage, and minimum landscape area:



**REQUEST FOR CITY COUNCIL ACTION**

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

**SCHEDULE OF DIMENSIONAL STANDARDS**

Dimensional Standard	R-2	PD
Min. lot size (sq. ft.)	5,625	5,625
Density (Min. lot sq. footage per principal dwelling unit)	3,125	3,125
Min lot size (sq. ft.)—attached units	3,125	3,125
Min. lot frontage	37'-6"	<b>Note 3.</b>
Min. lot frontage—attached units	20'	20'
Max. lot coverage: structures (additive coverage total for structures and uncovered parking cannot exceed 90% except in C-2)	40%	40%
Max. lot coverage: uncovered parking/access (additive coverage total for structures and uncovered parking cannot exceed 90% except in C-2) *	15%	<b>40%</b>
Min. landscape area	45%	30%
Min. setback from side lot line for a primary bldg.	5'	5'
Min. setback from side lot line for a detached accessory bldg.	3', 5', or 10' *	3', 5', or 10' *
Min. setback from rear lot line: principal bldg.	20'	20'
Min. setback from rear lot line: accessory bldg.	5'	5'
Min. setback from front lot line *	20'	20'
Max. building height for a primary bldg.	35'	35'
Max. building height for a detached accessory bldg.	25'	25'

3. MINIMUM LOT FRONTAGE IS TO BE MEASURED AT HOLMAN COURT, A PRIVATE DRIVE VERSUS A PUBLIC STREET AS IS GENERALLY REQUIRED.

**DISCUSSION OF REQUESTED DEVIATIONS**

**Minimum Lot Frontage** - The subject property only has 37.5 feet of frontage along the City-owned Holman Avenue. Under code standards, only one residential lot would be allowed on the site due to the limited street frontage and site configuration. The site is currently vacant and includes an access easement that serves the 1642 Holman Ave property (outside of City limits) immediately to the west. The applicants are requesting that lot frontage be allowed along the platted private drive and maintain that this will allow for the best and greatest use of the property



**REQUEST FOR CITY COUNCIL ACTION**

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

and provide needed housing for the community including two deed-restricted affordable units. The applicants intend to go through the duplex conversion process after the units are built so that each unit is on its own lot (townhome). The approximately 53-ft wide lots would allow for the 20-ft minimum lot frontage for attached units that is generally required along public streets. Staff notes that there is no desire for a public street in this location, due to the planned future extension of CR 121/W.16th Street just 200 feet to the north.

**Maximum Parking/Access Lot Coverage** – Primarily due to the proposed “alley” access easement across the back of each lot, total parking/access coverage on each lot is elevated—approximately 30% for Lots 2-7 and 37% for Lot 1, compared to the 15% allowed by code in R-2. The applicants would like for the lots to have vehicular access to a rear garage for each unit, and to provide circulation options for residents, visitors, and emergency services. They are proposing that the access easement would be one-way travel (exiting the development) between Lots 1-5. The applicants are requesting a deviation to allow a maximum of up to 40% parking/access lot coverage for the development.

**Minimum Landscape Area** - The proposed private access easement also impacts available landscape area for each lot. Lots 2-7 have 36% landscape area and Lot 1 has 32%, whereas code would require a minimum of 45% in R-2. Therefore, the applicants are requesting a deviation to allow a minimum of 30% landscape area for the development.

**THE CITY OF SALIDA COMPREHENSIVE PLAN**

Generally, zoning should be consistent with the community’s comprehensive plan. The following Policies, Actions and Principles are most applicable to the proposal:

**Policy LU&G-I.2:** Infill and redevelopment should be encouraged and will advance the objectives of this plan.

The 1.72 ac. site is vacant. There are existing utilities at the entrance to the site, within Holman Avenue.

**Action LU&G-I.2a:** Encourage projects to use maximum density allowances to make the best use of the available infrastructure.

The proposed project is requesting changes to the underlying dimensional standards in order increase the residential use of the site—14 duplex units eventually on their own lots (maximum density could technically allow up to 22 units on the site, based on existing lot area).



**REQUEST FOR CITY COUNCIL ACTION**

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

**Action LU&G-I.2e:** Focus new development in the Salida area within the Municipal Services Area to ensure adequate provision of services and limit sprawl development around the city.

The site is within the MSA.

**Policy H-I.1:** Provide a mix of housing types and densities throughout the city to address a variety of incomes and lifestyles.

The majority of housing types in the project area are single-family, along with some multi-family nearby. These duplex units would add to the overall mix of housing types and would likely provide housing for both the “missing middle” and lower-income households (esp. with the two affordable units pledged by the applicants).

**Policy H-II.1:** Promote new development projects that contain a variety of housing, including affordable units.

See above.

**Action H-II.3.d:** When affordable housing units are provided, ensure the city has a mechanism or partner organization to keep track of and enforce the deed restrictions or land ownership arrangements to ensure the housing remains attainable in the long-term for low and moderate income residents.

The Chaffee Housing Authority (CHA) was recently formed to work with developers and help pair them with eligible individuals and families and to administer deed-restrictions on units. The CHA is still in the process of creating administrative guidelines and preparing the organization to handle such arrangements. If the affordable units are constructed prior to the CHA being fully-operational, the City (or another organization) will be able to work with the developer on these requirements before such responsibilities are transferred to the CHA.

**PLANNED DEVELOPMENT EVALUATION CRITERIA:**

Section 16-7-40 (b) of the City of Salida Land Use and Development Code states “the PD Development Plan shall meet the following criteria...unless the applicant can demonstrate that one or more of them is not applicable or that another practical solution has been otherwise achieved.” The applicant’s requests and staff’s comments are listed below.

1. **Minimum dimensional standards:** As discussed above, the applicants are requesting to eliminate the public street frontage requirement, and deviations to the maximum lot coverage for parking/access and minimum landscape area in the R-2 zone.

Given the unique location, shape, and size of the lot, and the ability to provide needed types housing for the community (inc. deed-restricted affordable units), staff is in support of waivi





REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

the public street frontage requirement/allowing such frontage off a private drive within this PD. The applicants have updated their development plan to largely meet the Planning Commission’s recommended condition of approval (#1) to reduce the number of lots from 8 to 7. The platting of the private drive, instead of an access easement across each lot, made it such that the dimensional standards for parking/access and landscape area still could not be met automatically. The applicants also slightly increased the width of the individual lots and units and, consequently, the common space was not made any larger. However, staff feels the general intent of the Planning Commission’s recommended condition was met and therefore recommends that Planning Commission’s first be deleted.

2. Trails: The only trail currently planned for the neighborhood is a shared-use path along the west side of Holman Avenue. The development plan provides access from the development to the future trail via a sidewalk along the southern edge of the proposed private drive. This pathway will eventually provide residents of the development with ample access to nearby Centennial Park. No other trails/connections are required.
  
3. Ownership and Maintenance: The development will have a homeowners association to maintain common areas, including Outlots A and B, the private drive, the rear “alley” access, and common open space area. Staff notes that HOA assessments have the potential of putting a disproportionate burden upon owners of deed-restricted affordable units within such HOAs, occasionally leading to their inability to afford mortgage payments. In order to ensure the long-term viability of affordability of future owners of affordable units within the HOA, Planning Commission recommended a condition of approval (#2) regarding such fees. Staff has subsequently been in contact with the Chaffee County Housing Office Director, Becky Gray, regarding HOA fees and therefore recommends the following addition to the condition (in *italics*) based on the likelihood that the Chaffee Housing Authority will eventually have administrative guidelines regarding such fees. The condition shall be noted on the development plan:
  - Occupants of any deed-restricted affordable units within the homeowners’ association shall not be responsible for any assessments nor dues beyond those fairly-priced specifically for utilities, trash services, and the like. *Should the HOA desire, they may renegotiate the condition with the Chaffee Housing Authority based upon the Authority’s guidelines for such dues.*
  
4. Water and Sewer: The applicant has provided improvement plans that include designs for sewer and water mains to serve the interior of the site. The plans have been reviewed by the Public Works Department and their comments are included at the end of this section. Based on the feedback regarding the updated development plan and preliminary subdivision plat from regarding both public and private utilities, staff recommends the following additional condition of approval:



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

- The entirety of the private drive, including the access area between Lots 5 and 6 and western edge of the property, shall be platted as a public utility easement.
  - The front 10 feet of all lots shall also be platted as a public utility easement. In the case of Lot 1, the easement shall extend to the northeast corner of the duplex and meet up with the rear access and utility easement at a location specified by Public Works.
  - Per the request of private utility agencies, the proposed rear private access easement shall be platted as a "Private Access and Utility Easement".
  - The construction and drainage plans shall be signed and stamped for final review.
  - After approval of a subdivision improvement agreement, developer shall coordinate product submittals and preconstruction meeting with Public Works prior to initiation of work.
5. Residential Density: The allowable density for this lot, given the R-2 zoning and lot size, is 22 units. The updated PD development plan consists of 14 units within 7 duplex buildings. The units are spaced in conformance with standard setback requirements, adequate privacy is provided, and a small common open space is proposed to the east of Lot 1 at the opening of the development. This criterion is satisfied.
6. Relationship to the Subdivision Regulations: The provisions of these regulations concerning a Planned Development will not eliminate or replace the requirements applicable to the subdivision of land or air space, as defined in state statutes and the ordinances and regulations of the City. This criterion is satisfied.
7. Improvement Standards: The only deviation requested specifically from the Design Standards of Article VIII of the Land Use and Development Code regards minimum landscaping, as discussed above. The applicant is asking to provide approximately 30%-35% landscaping for each lot, compared to the minimum 45% required in the R-2 zone. A reduction to a minimum of 30% would accommodate the rear "alley" access easement across each lot. The development plan also shows between 1 and 2 trees per lot, depending upon the location. At 30% landscaping area, 2 trees would generally be required on each lot per Table 16-K, for a total of 14 within the overall development. Because the number of lots has been revised, staff recommends the following revision to Planning Commission's recommended condition of approval (in **bold**), which shall be a note on the development plan:



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development	<b>PRESENTED BY:</b> Bill Almquist
---	---------------------------------------

- Each lot shall have, at minimum, one tree located between the private drive and the front of the proposed units. In addition, the applicant will provide as many trees within the common open spaces as will result in a total of at least **14** across the entire development site.
8. Maximum Height: The applicant is not requesting a deviation to maximum height standards. This criterion is not applicable.
  9. Gross Floor Area: There are no uses proposed other than residential. This criterion is not applicable.
  10. Permitted Uses: The proposed residential use is a use by right within the existing zone district. The size of the development site is not large enough to justify the requirement of any other uses such as commercial, recreational, or educational amenities.
  11. Transportation Design: The development provides direct access to Holman Avenue, a collector street, which is designed to support the anticipated additional traffic generated by the proposed number of units. Public Works has no concerns regarding transportation design. Police and Fire Department staff also approved the internal circulation drive aisles for emergency access. The development also provides safe and adequate pedestrian access from the development to nearby amenities. This criterion is satisfied.
  12. Development Standards: As mentioned above, the applicant is requesting deviation from the requirement to have frontage onto a public street or way and is proposing to have the individual lots front a private drive. The applicant is also requesting deviation from minimum landscaping area (from 45% to 30%) and also for maximum uncovered parking and access coverage on each lot (from 15% to 40%) in order to accommodate the rear “alley” access easement across all lots. Landscaping deviations are addressed in #7 above. It is noted that the majority of parking requirements could be met via the parking spaces provided along the private drive in front of the units; however, a drive aisle at the rear of the units does allow for improved traffic circulation, additional parking spaces, and access similar to what is seen throughout the majority of the residential areas in town.
  13. Energy Efficient Design: The construction of new buildings will have to meet the energy reducing standards of the building codes. The smaller, compact design of the duplexes should also contribute to energy efficiency.
  14. Variety in Housing Types: The applicant is providing two deed-restricted affordable housing units as part of the proposed 14-unit development. The smaller, townhome-style for-sale development is a housing type that is not heavily represented throughout the city nor in this particular



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

neighborhood. The applicant is also providing a small common open space area for the residents' use. Staff notes that affordable housing units are provided at a percentage above the Inclusionary Housing standards of Article 13 of the Land Use Code. However, in order to provide greater certainty that the units are built in a timely fashion and made available for occupation, Planning Commission recommended the following conditions of approval, which shall be notes on the development plan:

- Two affordable housing units shall be constructed in the seven lot (14-unit) proposal. Both affordable units shall be built and receive certificate of occupancy (CO) prior to the tenth unit on the site receiving certificate of occupancy.
- For any affordable unit(s) required to be built through the PD, the developer shall pay the applicable Inclusionary Housing fee-in-lieu for each unit built prior to receiving certificate of occupancy for those units. Once the required affordable unit(s) has received certificate of occupancy, those fees-in-lieu shall be returned to the developer.
- As required under Section 16-6-120(11), no residential façade elevation shall be repeated more than once every five (5) lots on the same side of the street.

15. Fiscal Impacts: The private drives, utilities and open space areas are to be maintained by the homeowners association. The City will provide the police and fire protection and serve the project with water and sewer through public mains. Water and sewer tap fees will help offset long term costs of expanding those systems. The Fair Contributions for Public School Sites fees will be required per residential unit to help offset impacts on the school district, and open space fees will be required for each unit.

16. Higher Levels of Amenities: The project does provide at least one small private open space area for residents of the development; however, to ensure the safety, accessibility, and user-friendliness of this common area, Planning Commission recommended the following condition of approval:

- The applicant shall erect a visible barrier/fence [with entry point(s)] around the perimeter of the common open space area and provide reasonable facilities such as picnic table(s), bench(es), children's playground equipment, etc., to encourage the area's use.

17. Physical Conditions or Constraints: The shape and size of the lot, existing private drive access, and the standard requirement for frontage on a public street or way are the primary physical conditions or constraints that would warrant a departure from the standard regulatory requirements.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

18. Effect on Adjacent or Nearby Development: The proposed project locates the buildings to the interior of the site, away from any existing development, with the exception of the buildings currently serviced by the private drive immediately west of the project. The majority of the surrounding properties to the north and south are currently vacant and located within County jurisdiction. There will be some impact on the properties along Holman Ave. immediately to the north and south of the site via traffic in and out of the development; however, it does appear that the private drive is centered between the two properties and provides adequate separation.

**ADDITIONAL EVALUATION STANDARDS FOR MINOR PLANNED DEVELOPMENTS**

Section 16-7-40(d) states that “In addition to the above evaluation standards in Subsection (a) of this Section that apply to all PD applications, the following standards or requirements shall govern the application of a minor planned development and shall be utilized by the Planning Commission and the City Council in evaluating any minor PD plan”:

(1) Staging of Development: There shall be no staging of development in a minor PD.

The applicant does not indicate any phasing of the development of infrastructure for this project.

(2) Types of Uses: A minimum of 25% of the floor area of the project is recommended for non-residential, commercial uses.

The applicant is not proposing any non-residential uses, nor are any recommended given the property’s zone district and location.

(3) Public Places. Public gathering places should be provided to reinforce community identity and support civic engagement.

There are no *public* gathering places proposed in the development, nor would one be warranted given the proximity to Centennial Park. There is, however, a small common open space proposed for the development, which would promote social interaction for residents of the development.

(4) Economic Opportunity: The PD provides a unique economic opportunity or provides a service, industry, or housing type that will benefit the City and would not be possible under the existing zone districts or dimensional standards of the City.

Townhomes can be challenging to construct within many of Salida’s zone districts because of the standards for minimum lot size, street frontage, and other requirements. This PD will allow the applicant to create numerous residential units on a site that is unlikely to ever have a public street or way along most of its perimeter. This would be done by eliminating the requirement for public street frontage, and allowing access via a private drive built to City standards for both Fire a



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development	<b>PRESENTED BY:</b> Bill Almquist
---	---------------------------------------

access, along with limited deviations to parking/access coverage and landscaping. Additionally, the applicants propose to construct two affordable units on the property, exceeding the requirements of the Inclusionary Housing standards.

(5) Open Space: A Minor PD is not required to provide a dedication of open space on the site; however, it is required that any PD contribute to meeting the goals for open space through a negotiated fee-in-lieu of open space or other contribution.

No open space is dedicated through this development. The applicant acknowledges that required open space fees-in-lieu will be paid prior to CO for each unit. As a condition of approval, the Planning Commission recommended that:

- A plat note shall be added that states that “Fees-in-lieu for Open Space and for Fair Contributions to Schools shall be required prior to certificate of occupancy for all units.”

**B. MAJOR SUBDIVISION PLAT REVIEW:**

A major subdivision requires a recommendation from the Planning Commission and final approval by the City Council. The applicant is requesting that City Council approve a 7-lot residential subdivision, along with a private drive and two outlots to be commonly-owned by the homeowners association. The residential lots are all approximately 6,250 SF and the applicant intends to construct duplexes that may be separated into townhomes via the duplex conversion process following their construction (and with the allowances afforded by an approved Planned Development). The proposed subdivision must comply with the following standards:

1. Comprehensive Plan.

The proposed subdivision is consistent with the Comprehensive Plan, which promotes diverse residential housing (including affordable housing and access to trails and open space). Staff finds that the development’s use and design is compatible with surrounding land uses and will not create unreasonable adverse effects on neighboring properties.

2. Zone District Standards.

The proposed subdivision and ultimate development of the lots will comply with the underlying R-2 zoning district standards and other applicable standards of the Land Use and Development Code, with the exception of public street frontage, parking/access lot coverage, and minimum landscaping. Deviations to such standards have been requested through the concurrent Planned Development application.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development	<b>PRESENTED BY:</b> Bill Almquist
---	---------------------------------------

3. Improvements.

Besides the improvements to the private drive, the applicant also proposes to dedicate right-of-way (30 feet offset from road centerline to provide Holman Ave with 60 feet of ROW), and construct the ramp portions of the planned 8-foot shared-use path along the west side of Holman, in front of the subject property. The applicant’s development plan shows a deficiency in the number of trees that would be required on each of the 7 lots (2 trees), given lot size. Planning Commission recommended the following condition to address this deficiency to be included as a plat note (amended by staff consistent with the Planned Development condition):

- Each lot shall have, at minimum, one tree located between the private drive and the front of the proposed units. In addition, the applicant will provide as many trees within the open spaces of common open spaces as will result in a total of at least 14 across the entire development site.

Public Works, Xcel Energy, and Atmos Energy staff noted the need for additional utility easements throughout the property in order to ensure that such utilities and related infrastructure can be accommodated throughout the site and allow for potential future connections off-site. Therefore, consistent with the conditions of the Planned Development, staff recommends as conditions of approval:

- The entirety of the private drive, including the access area between Lots 5 and 6 and western edge of the property, shall be platted as a public utility easement.
- The front 10 feet of all lots shall also be platted as a public utility easement. In the case of Lot 1, the easement shall extend to the northeast corner of the duplex and meet up with the rear access and utility easement at a location specified by Public Works.
- Per the request of private utility agencies, the proposed rear private access easement shall be platted as a “Private Access and Utility Easement”.
- The construction and drainage plans shall be signed and stamped for final review.
- After approval of a subdivision improvement agreement, developer shall coordinate product submittals and preconstruction meeting with Public Works prior to initiation of work.

All other required improvements are proposed for the subdivision, and no phasing is proposed.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

4. Natural Features.

The site is relatively flat and void of any trees. Staff is unaware of any extraordinary natural features on the site. The lot layout is designed in a manner to take advantage of mountain views to the north and south.

5. Floodplains.

This property does not reside in the floodplain. This standard does not apply.

6. Noise Reduction.

This property is does not border a highway. This standard does not apply.

7. Future Streets.

As discussed in the report for the PD, a future street is planned just a couple hundred feet to the north, as an extension to CR 121/W. 16th Street. There is no need for a public street connection within the confines of this property. The proposed private drive currently provides access to the property immediately to the west (1642 Holman Ave) and will continue to provide such access for that lot. As conditioned above, all other required access and utility easements are provided through this development.

8. Parks, Trails and Open Space.

No public open space dedication is proposed nor desired within this development. Centennial Park is very close to the subject property and public access to any open space would not be reasonable. The applicant (or future homeowners) will be required to pay a fee-in-lieu for open space for each unit constructed on the property. As a condition of approval:

- A plat note shall be added that states that "Fees-in-lieu for Open Space and for Fair Contributions to Schools shall be required prior to certificate of occupancy for all units."

9. Common Recreation Facilities.

The private open space identified on the site plan will be, with the recommended conditions imposed within the PD, easily and safely accessed by residents of the development. The open space will also not impact any adjoining properties.

10. Lots and Blocks.

The size, shape, and orientation of the lots are appropriate to the design and location of proposed subdivision and type of development contemplated. The inclusion of the access drive/fire turnaround





REQUEST FOR CITY COUNCIL ACTION

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

also reduces the overall length of the “block” to a reasonable length. The site design allows for ample turnaround within the lot as suggested by this standard, esp. given the slightly higher volume of Holman Avenue. This standard is met.

11. Architecture.

The applicant is proposing to vary the facades of the duplex buildings, and the recommended conditions of the PD require conformity with this standard; therefore, as a condition of approval:

- As required under Section 16-6-120(11), no residential façade elevation shall be repeated more than once every five (5) lots on the same side of the street.

12. Codes.

The subdivision will comply with all applicable City building, fire and safety codes for the proposed development.

13. Inclusionary Housing.

The applicant has indicated that they intend to meet the Inclusionary Housing standards by constructing a duplex building (approx. 15% of total proposed units) that will be deed-restricted permanently for 80% AMI or less. To ensure that the affordable units are built in a timely fashion and made available for occupation, Planning Commission recommended the following conditions of approval to be added as plat notes:

- Two affordable housing units shall be constructed in the seven lot (14-unit) proposal. Both affordable units shall be built and receive certificate of occupancy (CO) prior to the tenth unit on the site receiving certificate of occupancy.
- For any affordable unit(s) required to be built within the subdivision, the developer shall pay the applicable Inclusionary Housing fee-in-lieu for each unit built prior to receiving certificate of occupancy for those units. Once the required affordable unit(s) has received certificate of occupancy, those fees-in-lieu shall be returned to the developer.

**RESPONSES FROM REFERRAL DEPARTMENTS AND AGENCIES:**

Requests to referral agencies and City departments were sent on December 23, 2020 and again on March 1, 2021, following updates to the proposals. Comments received are as follows:



**REQUEST FOR CITY COUNCIL ACTION**

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

**Salida Fire Department:** Kathy Rohrich, Fire Plan Review responded “I’ve discussed this one with the developer and he provided everything I asked for. (Hammerhead and hydrant) Looks great!”

**Salida Police Department:** Russ Johnson, Police Chief responded “I have reviewed the plans that have been submitted and have no concerns at this time.”

**Chaffee County Planning Department:** No response.

**Salida School District:** David Blackburn, Superintendent responded “Fees in lieu of land is acceptable in this project.”

**Salida Utilities:** Renee Thonoff, Senior Accountant stated “Regarding Holman Court, this property currently has no City Services (i.e. water/sewer). Development would require the purchase of water/sewer taps and meters. The City charges system development fees per unit, how the developer chooses to meter could result in each dwelling unit being metered individually or by building.”

**Atmos Energy:** Dan Higgins responded: “The location of the gas line referenced in the provided site plan appears to be accurate, but will need to be confirmed. An Atmos Energy engineering review will be undertaken to confirm capacity of the line to serve these proposed lots once formal request is made to do so. Relocation of the existing Atmos Energy gas line will be subject to engineering review and design and a main extension contract agreement in addition to provision of all appropriate easement or right of way provision by the land owner.”

**Salida Public Works Department:** PW Director, David Lady, submitted the following comments:

“General Items

1. Plat – Extend easement to west property line and to the south at the point of the vehicle turnaround for potential future connection. Easements will need to be widened along the units to ensure that the meter pits and other public infrastructure are within the easements.

Construction Plans

2. The construction plans shall be signed and stamped for final review. Comments are as follows: Put gas/elec other dry utilities on the outside of the wet utilities. Typical section shows them outside of the wet utilities but plan shows them overtop with the call-out ‘may need relocation’.

After approval of a SIA, Owner to coordinate product submittals and preconstruction meeting with Public Works prior to initiation of work.”

**Xcel Energy:** Sterling Waugh and Tim Butler responded “Xcel would like all access easements to also be utility easements. 10’ front lot easement will work. I was not able to call in locates and verify the existing electric line, it seems like the pathway that is marked does not make sense based on the pole location. It is best whenever possible to just keep the standard set up for utility easements on a residential project. 10’ front and rear easements with 5’ side lot easements excluding properties that are adjacent to a roadway. Commercial is different...”



**REQUEST FOR CITY COUNCIL ACTION**

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

**RECOMMENDED FINDINGS:**

1. This application is consistent with the purposes and objectives of planned developments stated in Section 16-7-10 and because it meets the criteria of Section 16-7-40, with the conditions herein.
2. This application meets the requirements of a Major Impact Review and, with the conditions herein, meets the subdivision review standards of Section 16-6-120.

**STAFF RECOMMENDATION:**

Based upon the criteria for a Planned Development and Major Subdivision, consistency with the Salida Comprehensive Plan, and the findings outlined below, staff recommends approval of the Planned Development and Major Subdivision requests with the following conditions:

- 1) Occupants of any deed-restricted affordable units within the homeowners' association shall not be responsible for any assessments nor dues beyond those fairly-priced specifically for utilities, trash services, and the like. *Should the HOA desire, they may renegotiate the condition with the Chaffee Housing Authority based upon the Authority's guidelines for such dues.*
- 2) The entirety of the private drive, including the access area between Lots 5 and 6 and western edge of the property, shall be platted as a public utility easement.
- 3) The front 10 feet of all lots shall also be platted as a public utility easement. In the case of Lot 1, the easement shall extend to the northeast corner of the duplex and meet up with the rear access and utility easement at a location specified by Public Works.
- 4) Per the request of private utility agencies, the proposed rear private access easement shall be platted as a "Private Access and Utility Easement".
- 5) The construction and drainage plans shall be signed and stamped for final review.
- 6) After approval of a subdivision improvement agreement, developer shall coordinate product submittals and preconstruction meeting with Public Works prior to initiation of work.
- 7) Each lot shall have, at minimum, one tree located between the private drive and the front of the proposed units. In addition, the applicant will provide as many trees within the common open spaces as will result in a total of at least 14 across the entire development site.



**REQUEST FOR CITY COUNCIL ACTION**

Meeting Date: March 16, 2021

<b>ORIGINATING DEPARTMENT:</b> Community Development		<b>PRESENTED BY:</b> Bill Almquist
---	--	---------------------------------------

- 8) Two affordable housing units shall be constructed in the seven lot (14-unit) proposal. Both affordable units shall be built and receive certificate of occupancy (CO) prior to the tenth unit on the site receiving certificate of occupancy.
- 9) For any affordable unit(s) required to be built through the PD, the developer shall pay the applicable Inclusionary Housing fee-in-lieu for each unit built prior to receiving certificate of occupancy for those units. Once the required affordable unit(s) has received certificate of occupancy, those fees-in-lieu shall be returned to the developer.
- 10) As required under Section 16-6-120(11), no residential façade elevation shall be repeated more than once every five (5) lots on the same side of the street.
- 11) The applicant shall erect a visible barrier/fence [with entry point(s)] around the perimeter of the common open space area and provide reasonable facilities such as picnic table(s), bench(es), children’s playground equipment, etc., to encourage the area’s use.
- 12) A plat note shall be added that states that “Fees-in-lieu for Open Space and for Fair Contributions to Schools shall be required prior to certificate of occupancy for all units.”

**PLANNING COMMISSION RECOMMENDATION:**

The Planning Commission held a public hearing on January 12, 2021. The Commission made the recommendation to approve the planned development and major subdivision applications with a number of conditions included herein. As noted, the applicant has since revised the applications to incorporate certain recommended conditions of approval of the Planning Commission. The remaining relevant conditions of approval, plus additional conditions from reviewing staff regarding utility easements affected by the revisions, are incorporated in the staff recommendation above.

**SUGGESTED MOTION:**

“I make a motion to recommend the City Council approve Ordinance 2021-03 on first reading and set a public hearing for April 6<sup>th</sup>, 2021.”

**Attachments:**

- Ordinance 2021-03
- Duplex Plans and Civil Drawings
- Holman Court PD Application Materials
- Holman Court Major Subdivision Application Materials
- Proof of Notice

**ORDINANCE NO. 03**  
**(Series 2021)**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO APPROVING A MAJOR IMPACT REVIEW FOR A 1.72 ACRE PARCEL LOCATED WEST OF HOLMAN AVENUE AND LEGALLY KNOWN AS LOT 2 OF AMBROSE SUBDIVISION, CURRENTLY ZONED R-2, TO PLACE A PLANNED DEVELOPMENT OVERLAY ON THE PROPERTY, AND APPROVE THE DEVELOPMENT PLAN AND 7-LOT MAJOR SUBDIVISION FOR HOLMAN COURT**

**WHEREAS**, the City of Salida Planning Commission conducted a public hearing on the planned development and major subdivision application for the subject property on January 12, 2021 and forwarded to the City Council its recommendation that the subject property be approved, with conditions, as a planned development overlay pursuant to the attached Holman Court development plan included as Exhibit A; and

**WHEREAS**, the City of Salida Planning Commission reviewed and recommended approval, with conditions, of a seven-lot subdivision (Holman Court) within the planned development overlay, illustrated on Exhibit B; and

**WHEREAS**, the project is consistent with the purpose, conditions and evaluation standards for planned development districts; and

**WHEREAS**, the proposals for the subject property are consistent with the policies and goals of the City's land use regulations and Comprehensive Plan, and will advance the public interest and welfare; and

**WHEREAS**, the City Council held a public hearing on the proposals on April 6th, 2021; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO** as follows:

**Section One**

That the entirety of the property comprising Lot 2 of Ambrose Subdivision to wit, the 1.72 acres, be and is hereby approved as a Planned Development Overlay with the attached development plan and a seven-lot subdivision (Holman Court) with the attached subdivision plat and conditions of approval, which is attached to this ordinance as Exhibit C.

**Section Two**

Upon approval by the City Council of the Final Development Plan for the Holman Court Planned Development it shall be considered a site specific development plan and granted a vested property right. The City Council is approving the vested property right subject to the terms and conditions contained in the development plan and this ordinance and failure to abide by such terms and conditions may, at the option of the City Council, after a public hearing, result in the forfeiture of vested property rights.

**Section Three**

Upon approval by the City Council the applicant shall have one hundred eighty (180) days to submit a final Mylar of Exhibits A and B; and incorporating the conditions of approval attached as Exhibit C for the Mayor’s signature and recordation.

**Section Four**

The City Clerk is hereby directed to undertake the following actions upon the adoption of this Ordinance:

1. Publish this Ordinance in a newspaper of general circulation in the City of Salida.
2. Following recording of the Mylar, the Clerk shall promptly amend the official city zoning district map to incorporate and reflect the planned development overlay of the subject property.

**Section Five**

This Ordinance shall not have any effect on existing litigation and shall not operate as an abatement of any action or proceeding now pending under or by virtue of any ordinance repealed or amended as herein provided, and the same shall be construed and concluded under such prior ordinances.

**Section Six**

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

**INTRODUCED ON FIRST READING, ADOPTED and ORDERED PUBLISHED IN FULL** in a newspaper of general circulation in the City of Salida by the City Council on March 16, 2021 and set for second reading and public hearing on the 6th day of April, 2021.

**INTRODUCED ON SECOND READING, FINALLY ADOPTED and ORDERED PUBLISHED BY TITLE ONLY**, by the City Council on the 6th day of April, 2021.

CITY OF SALIDA

By: \_\_\_\_\_  
P.T. Wood, Mayor

ATTEST: \_\_\_\_\_ (SEAL)  
City Clerk

**PUBLISHED IN FULL** in the Mountain Mail after First Reading on the \_\_\_\_\_, 2021 and **BY TITLE ONLY**, after Final Adoption on the \_\_\_\_\_, 2021.

By: \_\_\_\_\_  
City Clerk

Exhibit A

# HOLMAN COURT

## PLANNED DEVELOPMENT (PD)

### SALIDA, COLORADO

SHEET LIST TABLE	
NUMBER	SHEET TITLE
D1	COVER
D2	DEVELOPMENT PLAN

#### CERTIFICATE OF DEDICATION AND OWNERSHIP

KNOW ALL PERSONS BY THESE PRESENTS THAT HOLMAN COURT, LLC, IS THE FEE OWNER OF THE FOLLOWING DESCRIBED PROPERTY:

LOT 2 AMBROSE SUBDIVISION, PER PLAT RECORDED MAY 10, 2005 AS RECEPTION NO. 350696, CITY OF SALIDA, CHAFFEE COUNTY, COLORADO

HAS LAID-OUT THE SAME INTO THE PLANNED DEVELOPMENT, AS SHOWN ON THIS DEVELOPMENT PLAN UNDER THE NAME AND STYLE OF:

HOLMAN COURT PLANNED DEVELOPMENT  
IN THE  
CITY OF SALIDA  
CHAFFEE COUNTY, COLORADO

IN WITNESS WHEREOF THE UNDERSIGNED HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021

BY: \_\_\_\_\_ (HOLMAN COURT, LLC REPRESENTATIVE)

COUNTY OF CHAFFEE )  
                                  ) SS.  
STATE OF COLORADO )

THE FORGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021, BY \_\_\_\_\_ (HOLMAN COURT, LLC REPRESENTATIVE) WITNESS MY HAND AND SEAL.

MY COMMISSION EXPIRES \_\_\_\_\_.

#### CERTIFICATION OF TITLE

NOTARY PUBLIC \_\_\_\_\_, A LICENSED TITLE INSURANCE AGENT IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE TITLE TO THE PROPERTY HEREBY DEDICATED AND AS SHOWN AND DESCRIBED ON THIS PLAT AND FOUND TITLE VESTED IN HOLMAN COURT, LLC, FREE AND CLEAR OF ALL LIENS AND ENCUMBRANCES EXCEPT AS LISTED BELOW:

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

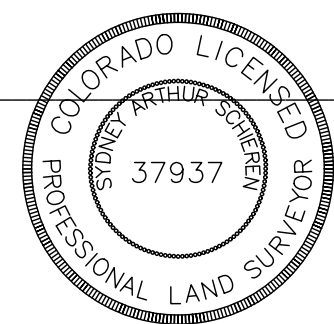
\_\_\_\_\_  
TITLE AGENT

#### LAND SURVEYOR'S CERTIFICATE

I, SYDNEY A. SCHIEREN, A REGISTERED LAND SURVEYOR LICENSED TO PRACTICE IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS LAND SURVEY WAS PERFORMED UNDER MY DIRECT SUPERVISION, AND THAT THE PLAT REPRESENTS THE RESULTS OF SAID SURVEY AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

PRELIMINARY DRAFT  
INTENDED FOR REVIEW BY CLIENT  
AND AGENT ONLY

SYDNEY A. SCHIEREN  
COLORADO P.L.S. 37937



#### CITY COUNCIL APPROVAL

THIS PLAT IS APPROVED BY THE SALIDA CITY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

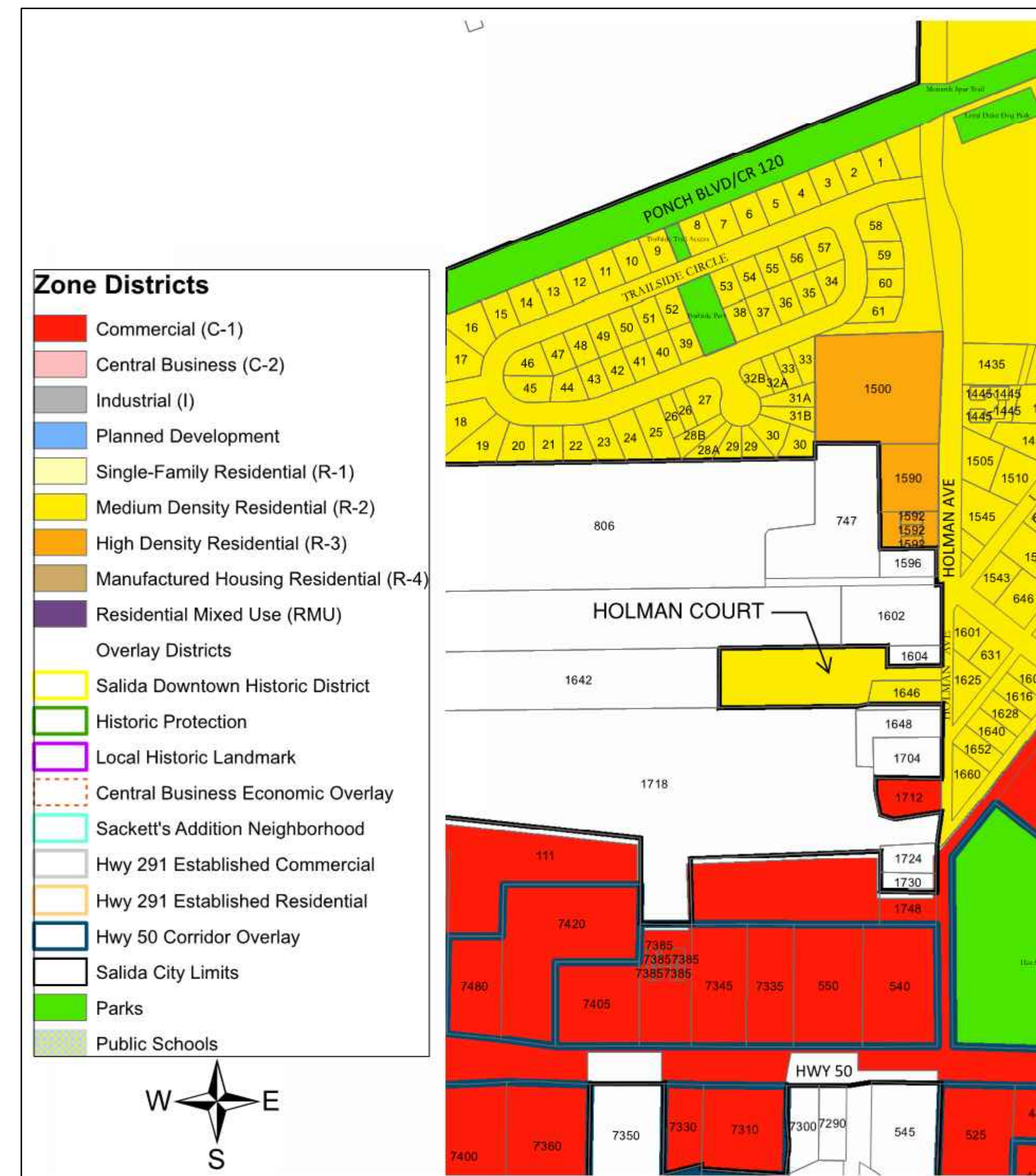
\_\_\_\_\_  
MAYOR, CITY OF SALIDA

#### CLERK AND RECORDER'S CERTIFICATE

THIS PLAT WAS FILED IN THE OFFICE OF THE CLERK AND RECORDER OF CHAFFEE COUNTY, COLORADO, AT \_\_\_\_ M. ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021 UNDER RECEPTION NUMBER \_\_\_\_\_.

\_\_\_\_\_  
CHAFFEE COUNTY CLERK AND RECORDER

#### VICINITY AND ZONING MAP



#### CONDITIONS OF APPROVAL

AMENDED CONDITIONS OF APPROVAL FOR HOLMAN COURT PD:

- OCCUPANTS OF ANY DEED-RESTRICTED AFFORDABLE UNITS WITHIN THE HOMEOWNERS ASSOCIATION SHALL NOT BE RESPONSIBLE FOR ANY ASSESSMENTS NOR DUES BEYOND THOSE FAIRLY-PRICED SPECIFICALLY FOR UTILITIES, TRASH SERVICES, AND THE LIKE.
- EACH LOT SHALL HAVE AT MINIMUM ONE TREE LOCATED BETWEEN THE PRIVATE DRIVE AND THE FRONT OF THE PROPOSED UNITS. IN ADDITION, THE APPLICANT WILL PROVIDE AS MANY TREES WITHIN THE COMMON OPEN SPACES AS WILL RESULT IN A TOTAL OF AT LEAST 16 ACROSS THE ENTIRE DEVELOPMENT SITE.
- TWO AFFORDABLE HOUSING UNITS SHALL BE CONSTRUCTED IN THE SEVEN LOT PROPOSAL. BOTH AFFORDABLE UNITS SHALL BE BUILT AND RECEIVE CERTIFICATE OF OCCUPANCY (CO) PRIOR TO THE TENTH UNIT ON THE SITE RECEIVING CERTIFICATE OF OCCUPANCY.
- FOR ANY AFFORDABLE UNIT(S) REQUIRED TO BE BUILT THROUGH THE PD, THE DEVELOPER SHALL PAY THE APPLICABLE INCLUSIONARY HOUSING FEE-IN-LIEU FOR EACH UNIT BUILT PRIOR TO RECEIVING CERTIFICATE OF OCCUPANCY FOR THOSE UNITS. ONCE THE REQUIRED AFFORDABLE UNIT(S) HAS RECEIVED CERTIFICATE OF OCCUPANCY, THOSE FEES-IN-LIEU SHALL BE RETURNED TO THE DEVELOPER.
- THE APPLICANT SHALL ERECT A VISIBLE BARRIER/FENCE, WITH ENTRY POINT(S), AROUND THE PERIMETER OF THE COMMON OPEN SPACE AREA AND PROVIDE REASONABLE FACILITIES SUCH AS PICNIC TABLES, BENCHES, CHILDREN'S PLAYGROUND EQUIPMENT, ETC., TO ENCOURAGE THE AREA'S USE.
- AS REQUIRED UNDER SECTION 16-6-120(11), NO RESIDENTIAL FAÇADE ELEVATION SHALL BE REPEATED MORE THAN ONCE EVERY FIVE (5) LOTS ON THE SAME SIDE OF THE STREET.

#### CONSULTANTS

ENGINEER  
**Walker Engineering**  
905 Camino Sierra Vista Santa Fe, NM 87505  
505-820-7990 morey@walkerengineering.net Fax: 505-820-3539

CONSULTANT  
**Land Water Concepts**  
Salida, Colorado  
505-690-5873  
andy@lwconcepts.com

LAND SURVEYOR  
**LANDMARK SURVEYING**  
202 N F Street Salida, CO 81201  
719-539-4021 syd@surveycolorado.com

3/8/21

HOLMAN COURT - PLANNED DEVELOPMENT (PD)  
SALIDA, CO LORADO

SHEET NO.

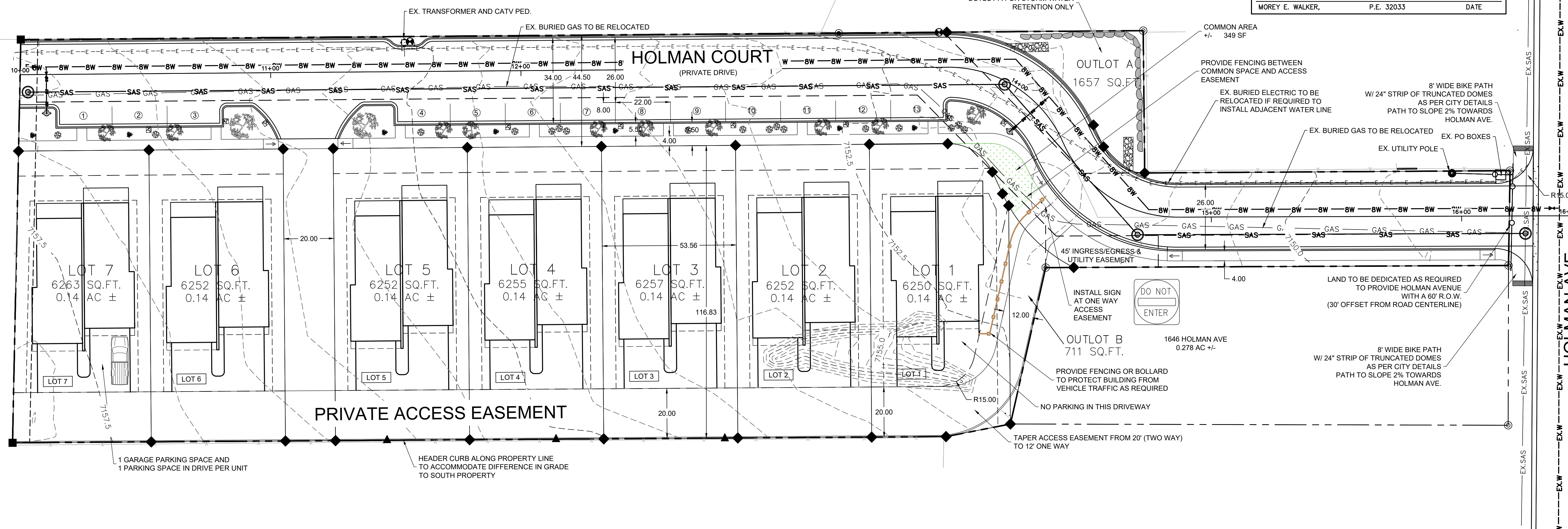
D1



**RECORD DRAWINGS**

THIS RECORD DOCUMENT HAS BEEN PREPARED BASED ON THE BEST AVAILABLE INFORMATION AS PROVIDED BY OTHERS. WALKER ENGINEERING CERTIFIES THAT THE INFORMATION SHOWN IS A REASONABLE DOCUMENTATION OF THE FINAL CONSTRUCTION.

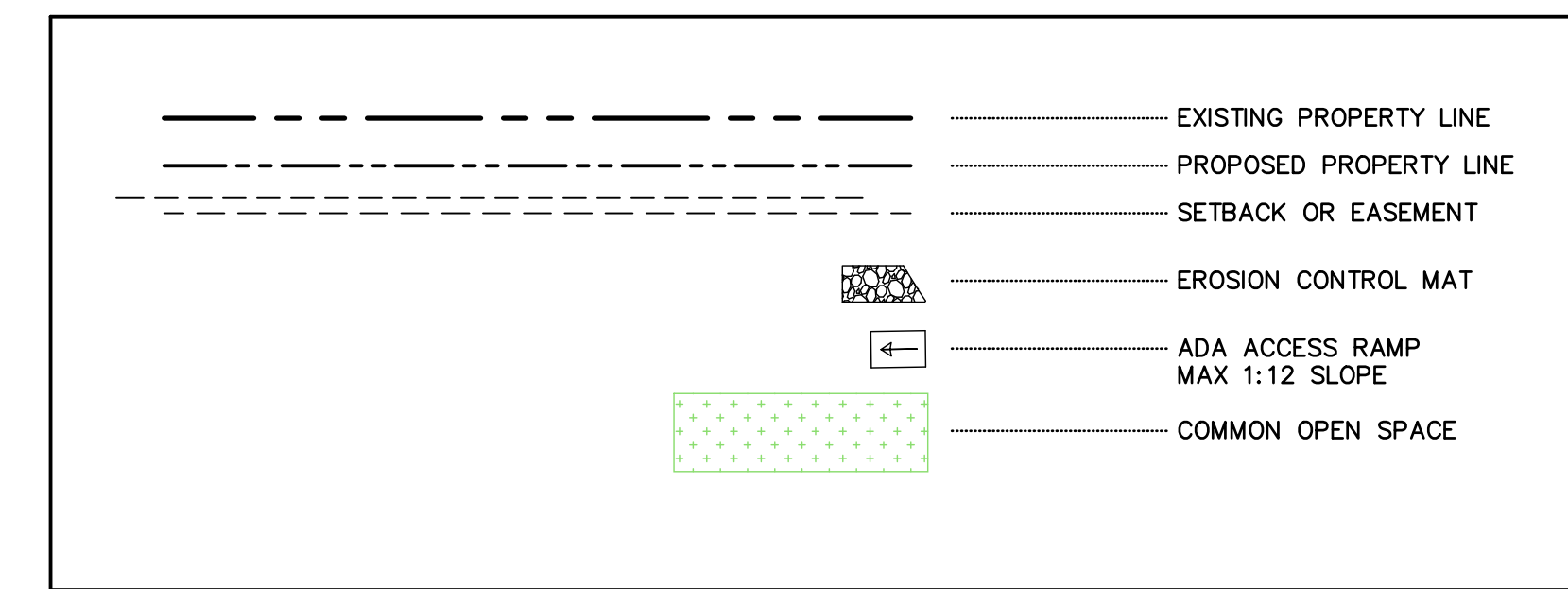
MOREY E. WALKER, P.E. 32033 DATE



**W.E. Walker Engineering**  
 Civil Engineering • Water Resources • Traffic Engineering  
 905 Camino Sierra Vista, Santa Fe, NM 87505  
 505-820-7990  
 FAX 505-820-3839  
 E-MAIL: civil@walkerengineering.net

No.	REVISION	BY	APP.	DATE

DESIGNED BY: \_\_\_\_\_  
 DRAWN BY: \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_  
 DATE: 3/8/21  
 SCALE: \_\_\_\_\_



**SCHEDULE OF DIMENSIONAL STANDARDS**

Dimensional Standard	R-2	PD
Min. lot size (sq. ft.)	5,625	5,625
Density (Min. lot sq. footage per principal dwelling unit)	3,125	3,125
Min lot size (sq. ft.)—attached units	3,125	3,125
Min. lot frontage	37'-6"	Note 3.
Min. lot frontage—attached units	20'	20'
Max. lot coverage: structures (additive coverage total for structures and uncovered parking cannot exceed 90% except in C-2)	40%	40%
Max. lot coverage: uncovered parking/access (additive coverage total for structures and uncovered parking cannot exceed 90% except in C-2)	15%	40%
Min. landscape area	45%	30%
Min. setback from side lot line for a primary bldg.	5'	5'
Min. setback from side lot line for a detached accessory bldg.	5', 5', or 10'+	3', 5', or 10'+
Min. setback from rear lot line: principal bldg.	20'	20'
Min. setback from rear lot line: accessory bldg.	5'	5'
Min. setback from front lot line +	20'	20'
Max. building height for a primary bldg.	35'	35'
Max. building height for a detached accessory bldg.	25'	25'

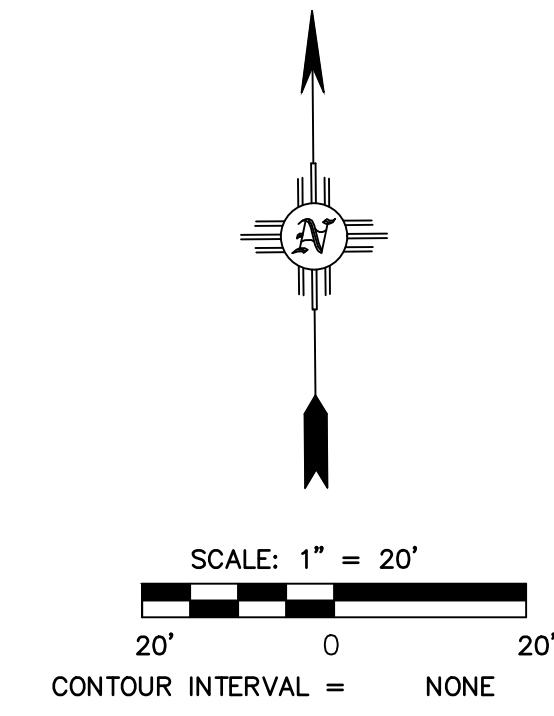
- Notes:**
- ESTIMATED FLOOR AREA IS THE BUILDING FOOTPRINT AND DOES NOT INCLUDE THE SECOND STORY
  - ESTIMATED DRIVEWAY AREA INCLUDES BOTH THE UNCOVERED PARKING AND THE PORTION OF THE PRIVATE ACCESS EASEMENT ON EACH LOT.
  - MINIMUM LOT FRONTAGE IS TO BE MEASURED AT HOLMAN COURT, A PRIVATE DRIVE VERSUS A PUBLIC STREET AS IS GENERALLY REQUIRED.

**HOLMAN COURT SUBDIVISION - PLANNED DEVELOPMENT SUMMARY**

TOTAL LOT AREA: 1.712 ACRES  
 TOTAL LOT AREA: 74574.72 SQ. FT.  
 ZONING: R2 MEDIUM DENSITY RESIDENTIAL  
 NUMBER OF LOTS: 7  
 NUMBER OF OFF STREET PARKING SPACES: 13  
 NUMBER OF OFF STREET PARKING SPACES INCLUDING GARAGES: 27

LOT SUMMARY	NUMBER UNITS	PROPOSED USE	LOT AREA ACRES	LOT AREA SF	ESTIMATED FLOOR AREA <sup>1</sup> SF	ESTIMATED FLOOR AREA <sup>1</sup> %	ESTIMATED DRIVEWAY AREA <sup>2</sup> SF	ESTIMATED DRIVEWAY AREA <sup>2</sup> %	ESTIMATED LANDSCAPED AREA SF	ESTIMATED LANDSCAPED AREA %	MAX LOT COVERAGE %
LOT 1	2	DUPLEX	0.14	6250	1977	32%	2282	37%	1991	32%	68%
LOT 2	2	DUPLEX	0.14	6252	2158	35%	1836	29%	2258	36%	64%
LOT 3	2	DUPLEX	0.14	6257	2158	34%	1835	29%	2264	36%	64%
LOT 4	2	DUPLEX	0.14	6255	2158	35%	1832	29%	2265	36%	64%
LOT 5	2	DUPLEX	0.14	6252	2158	35%	1829	29%	2265	36%	64%
LOT 6	2	DUPLEX	0.14	6252	2158	35%	1827	29%	2267	36%	64%
LOT 7	2	DUPLEX	0.14	6263	2158	34%	1854	30%	2251	36%	64%

COMMON AREA: 349 SF



**HOLMAN COURT DEVELOPMENT PLAN**

PROJECT: CITY REVIEW SIGN-OFF DATE: \_\_\_\_\_

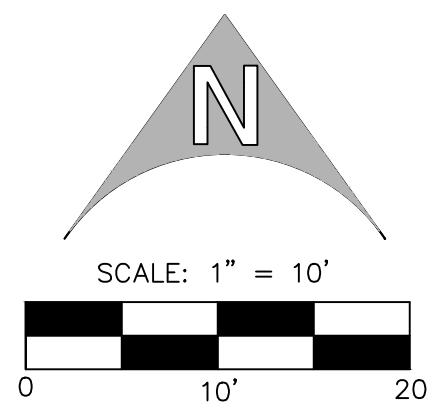
DEPARTMENT: WATER, WASTE WATER, PW ENGINEERING, TRAFFIC, FIRE DEPARTMENT, SOLID WASTE, LANDSCAPE, TRAILS/OPEN SPACE, SUBDIVISION REVIEW

SHEET NO. **D2**



**Exhibit C: Conditions of Approval for Holman Court Planned Development and Major Subdivision**

- 1) Occupants of any deed-restricted affordable units within the homeowners' association shall not be responsible for any assessments nor dues beyond those fairly-priced specifically for utilities, trash services, and the like. *Should the HOA desire, they may renegotiate the condition with the Chaffee Housing Authority based upon the Authority's guidelines for such dues.*
- 2) The entirety of the private drive, including the access area between Lots 5 and 6 and western edge of the property, shall be platted as a public utility easement.
- 3) The front 10 feet of all lots shall also be platted as a public utility easement. In the case of Lot 1, the easement shall extend to the northeast corner of the duplex and meet up with the rear access and utility easement at a location specified by Public Works.
- 4) Per the request of private utility agencies, the proposed rear private access easement shall be platted as a "Private Access and Utility Easement".
- 5) The construction and drainage plans shall be signed and stamped for final review.
- 6) After approval of a subdivision improvement agreement, developer shall coordinate product submittals and preconstruction meeting with Public Works prior to initiation of work.
- 7) Each lot shall have, at minimum, one tree located between the private drive and the front of the proposed units. In addition, the applicant will provide as many trees within the common open spaces as will result in a total of at least 14 across the entire development site.
- 8) Two affordable housing units shall be constructed in the seven lot (14-unit) proposal. Both affordable units shall be built and receive certificate of occupancy (CO) prior to the tenth unit on the site receiving certificate of occupancy.
- 9) For any affordable unit(s) required to be built through the PD, the developer shall pay the applicable Inclusionary Housing fee-in-lieu for each unit built prior to receiving certificate of occupancy for those units. Once the required affordable unit(s) has received certificate of occupancy, those fees-in-lieu shall be returned to the developer.
- 10) As required under Section 16-6-120(11), no residential façade elevation shall be repeated more than once every five (5) lots on the same side of the street.
- 11) The applicant shall erect a visible barrier/fence [with entry point(s)] around the perimeter of the common open space area and provide reasonable facilities such as picnic table(s), bench(es), children's playground equipment, etc., to encourage the area's use.
- 12) A plat note shall be added that states that "Fees-in-lieu for Open Space and for Fair Contributions to Schools shall be required prior to certificate of occupancy for all units."



1" = 10'-0"  
FEB 17, 2021  
Title: SITE PLAN

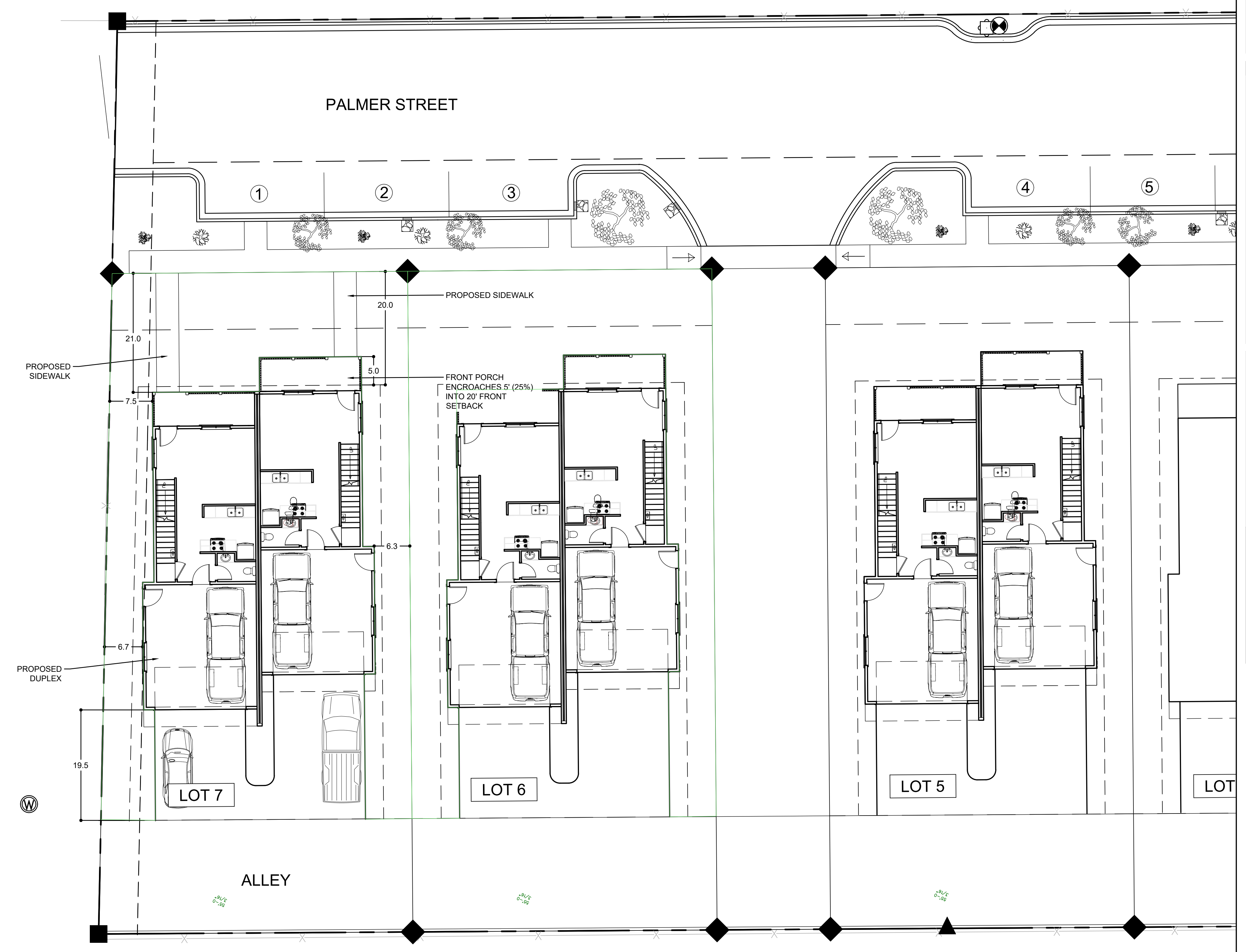
HOLMAN COURT  
DUPLEXES  
SALIDA, COLORADO

NOTE: LAND AND WATER CONCEPTS, LLC ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES, INCLUDING STRUCTURAL DAMAGES, ARISING FROM ANY OMISSIONS OR ERRORS BY OTHERS. IN ANY INSTANCE THE MAXIMUM LIABILITY OF LAND AND WATER CONCEPTS, LLC SHALL BE A REFUND OF THE PRICE OF THE SERVICES PERFORMED. IT IS RECOMMENDED THAT THE CLIENT CONSULT WITH AN ATTORNEY AND AN ENGINEER PRIOR TO THE START OF ACTUAL CONSTRUCTION.

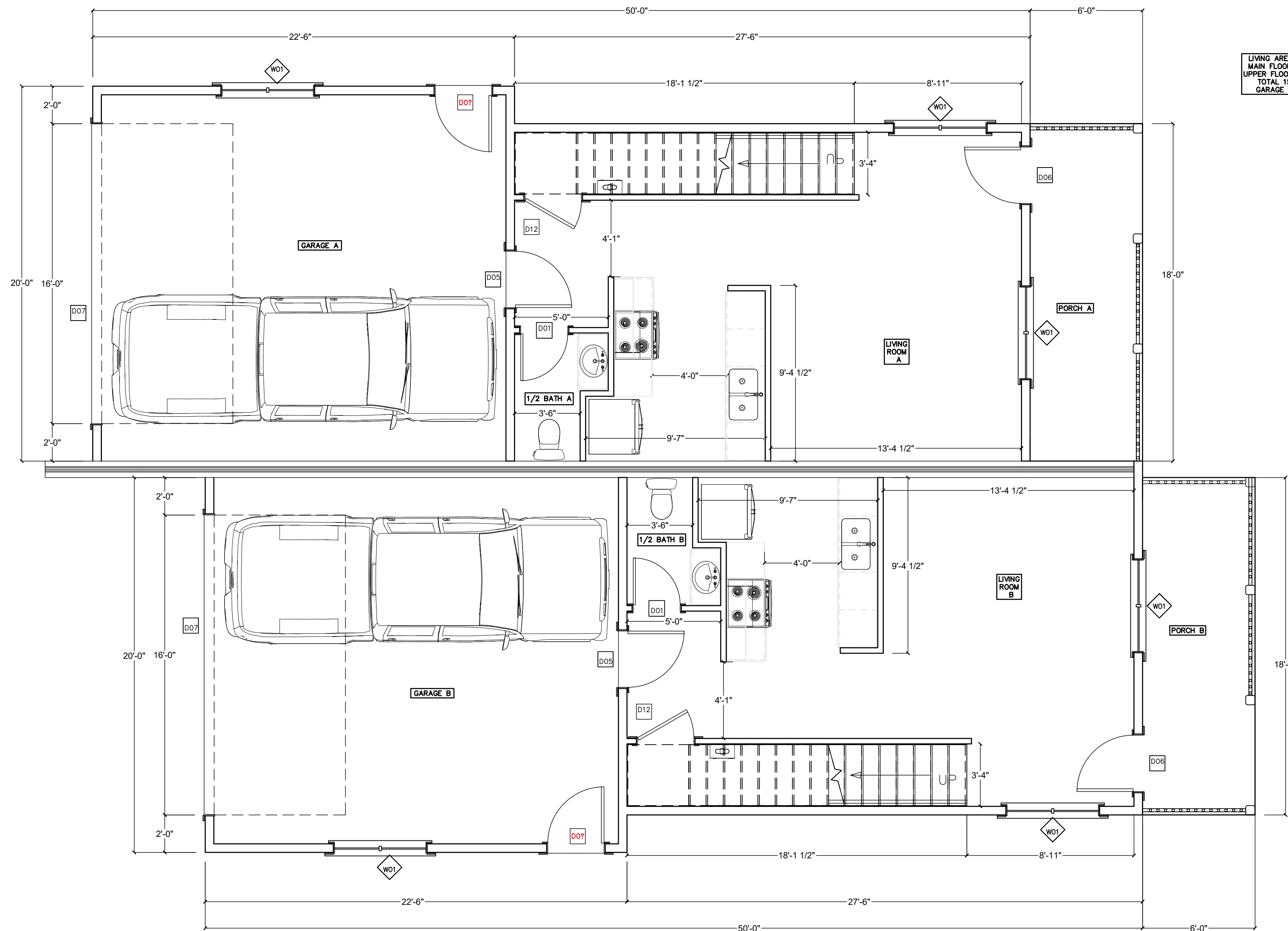
LAND & WATER  
CONCEPTS  
Home Design • Civil Engineering • Project Management



LOTS 5,6 AND 7 HOLMAN COURT SUBDIVISION  
MIN. LOT AREA = 6252 SF  
ZONING = R2  
  
STRUCTURE FOOTPRINT = 2278 SF  
TOTAL LOT COVERAGE STRUCTURES = 36%  
TOTAL LOT COVERAGE STRUCTURES = MAX 40%  
  
PARKING AND ACCESS = 827 SF  
\*NOT INCLUDING ACCESS EASEMENT  
PROVIDED LOT COVERAGE PARKING/ACCESS = 13%  
ALLOWED LOT COVERAGE PARKING/ACCESS = MAX 15%  
  
LANDSCAPED AREA = 2174 SF  
\*VARIES SLIGHTLY PER LOT  
LANDSCAPED AREA PROVIDED = 35%  
REQUIRED LOT LANDSCAPED AREA = MIN 45%



DESIGN DEVELOPMENT



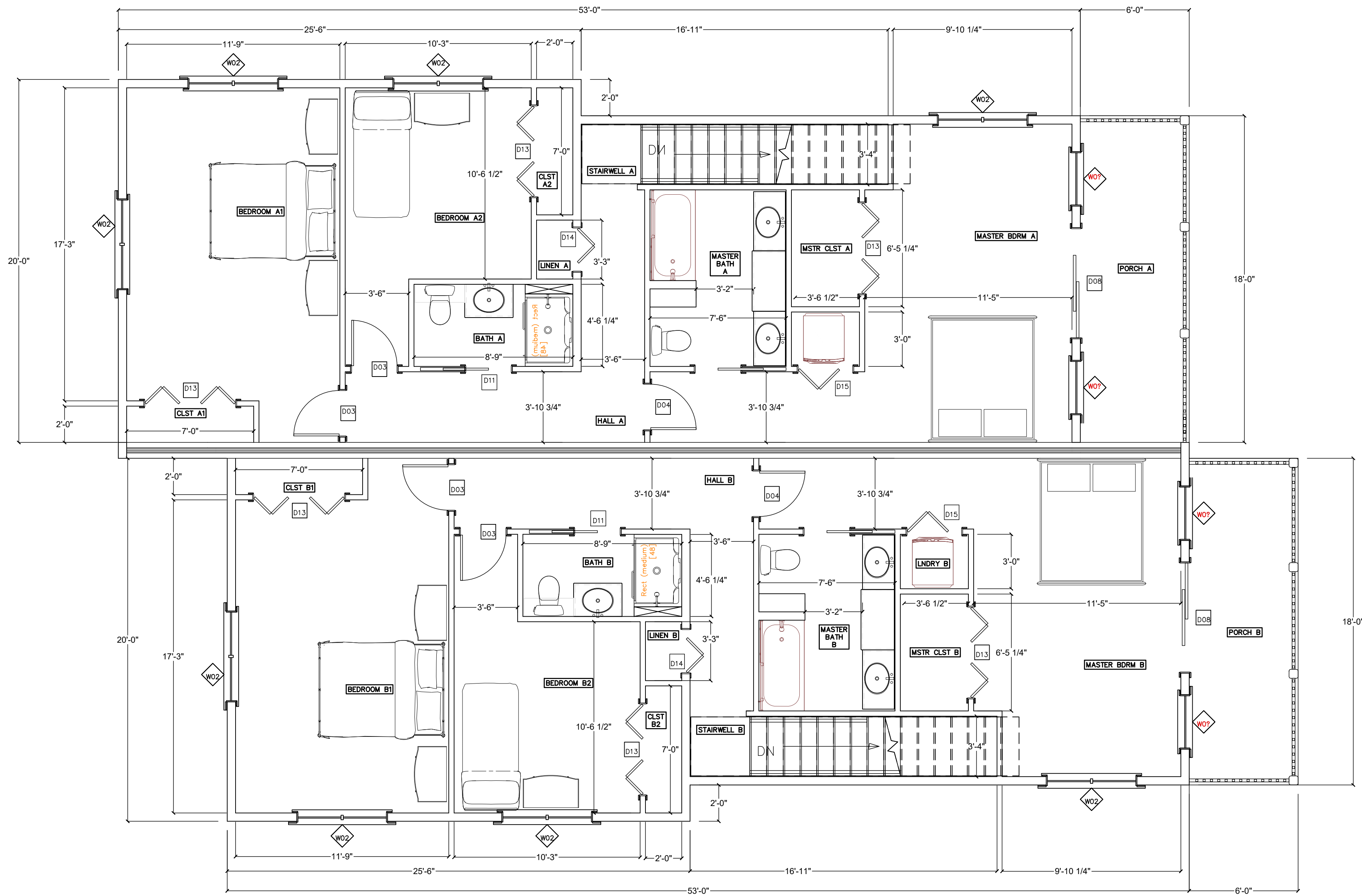
1/4" = 1'-0"  
FEB 17, 2021  
**A-1**  
Title: MAIN FLOOR PLAN

**HOLMAN COURT  
DUPLEXES**  
SALIDA, COLORADO

NOTE: LAND AND WATER CONCEPTS, LLC ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES, INCLUDING STRUCTURAL DAMAGES, ARISING FROM THE USE OF THIS PLAN OR ANY OMISSIONS OR ERRORS BY OTHERS. IN ANY INSTANCE THE MAXIMUM LIABILITY OF LAND AND WATER CONCEPTS, LLC SHALL BE A REFUND OF THE PRICE OF THE SERVICES PERFORMED. IT IS RECOMMENDED THAT CLIENTS OBTAIN PROFESSIONAL REVIEW OF THIS PLAN AND ORDER THEREPFORE PRIOR TO THE START OF ACTUAL CONSTRUCTION.

**LAND & WATER  
CONCEPTS**  
Home Design • Civil Engineering • Project Management

DESIGN DEVELOPMENT



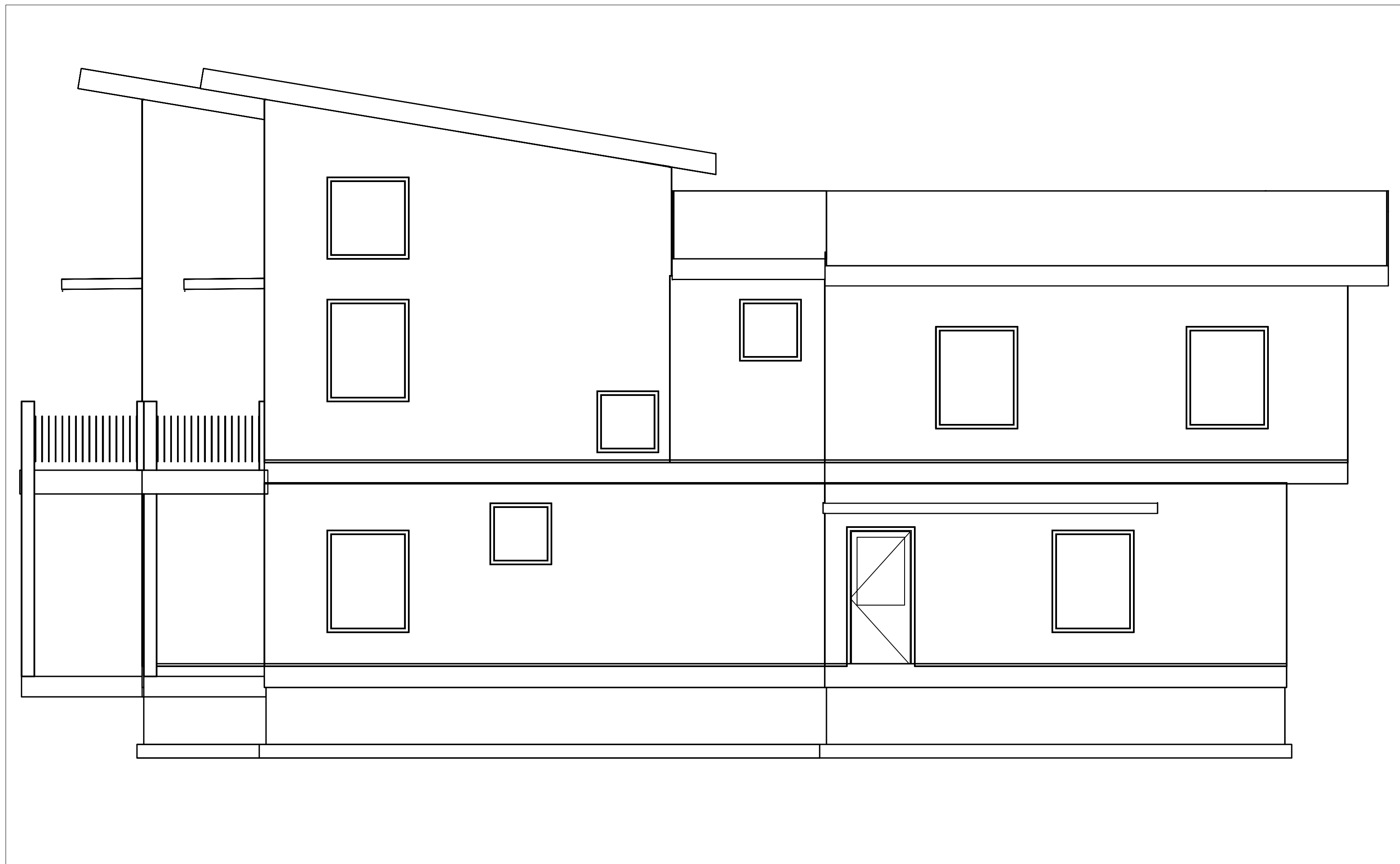
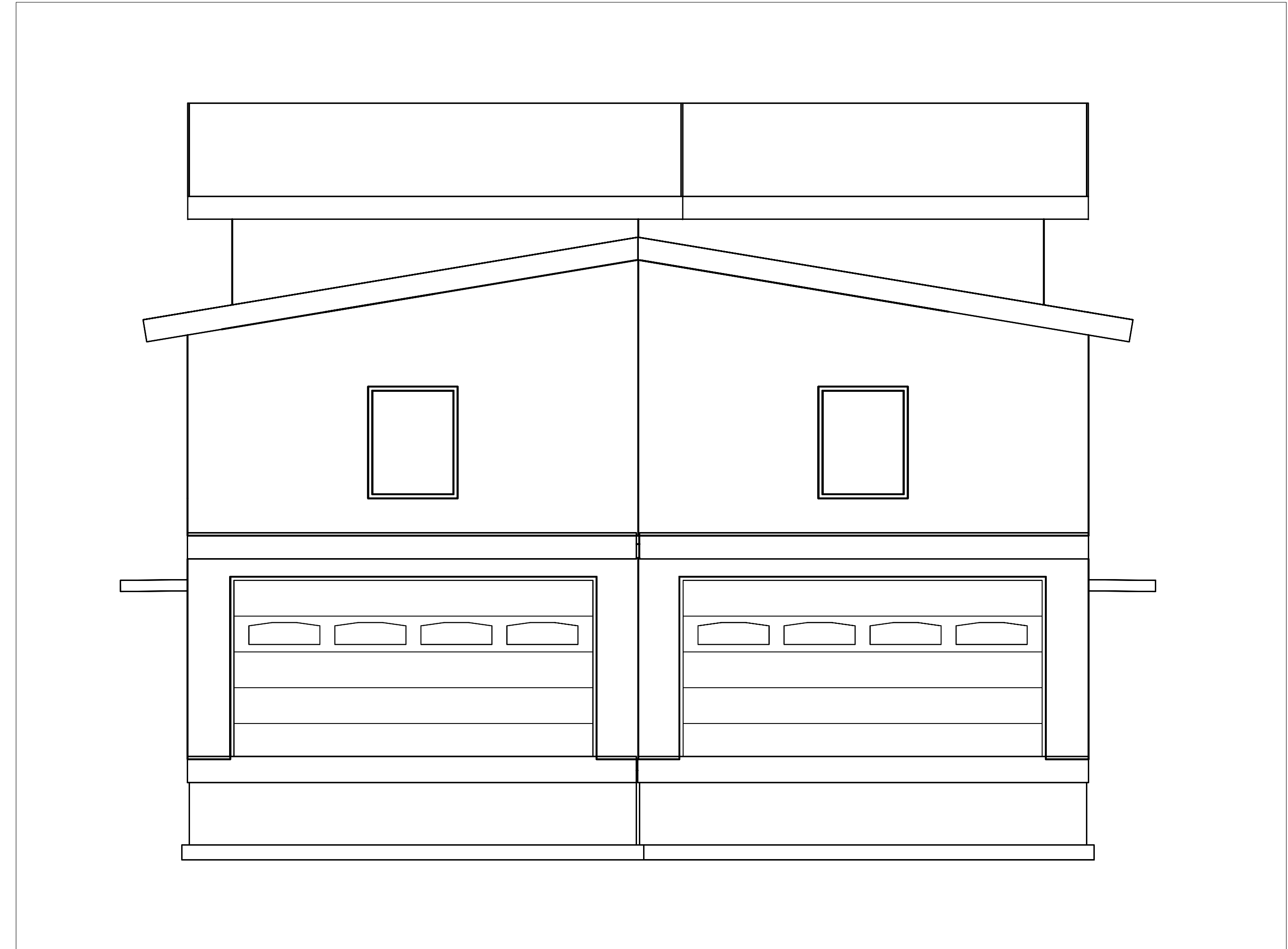
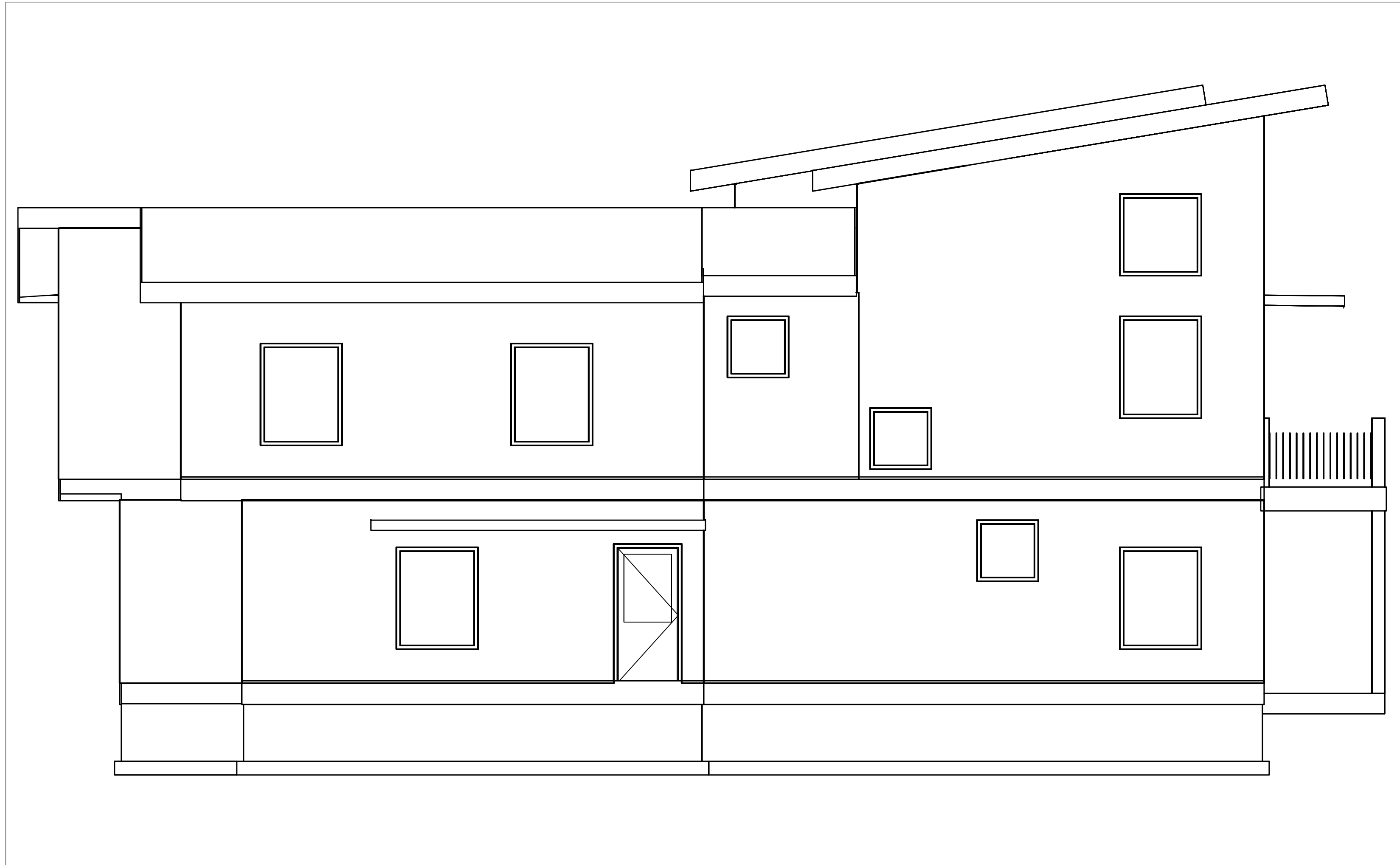
1/4" = 1'-0"  
 FEB 17, 2021  
**A-2**  
 Title:  
 UPPER FLOOR PLAN

**HOLMAN COURT  
 DUPLEXES**  
 SALIDA, COLORADO

NOTE: LAND AND WATER CONCEPTS, LLC ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES, INCLUDING STRUCTURAL DAMAGES, ARISING FROM THE USE OF ANY COMMISSIONS OR ERRORS BY OTHERS. IN ANY INSTANCE THE MAXIMUM LIABILITY OF LAND AND WATER CONCEPTS, LLC SHALL BE A REFUND OF THE PRICE OF THE SERVICES PERFORMED. IT IS RECOMMENDED THAT THE CLIENT CONSULT WITH AN ATTORNEY PRIOR TO THE START OF ACTUAL CONSTRUCTION.

**LAND & WATER  
 CONCEPTS**  
 Home Design • Civil Engineering • Project Management

DESIGN DEVELOPMENT



A-3

1/8" = 1'-0"  
FEB 17, 2021

Title:  
ELEVATIONS

HOLMAN COURT  
DUPLEXES

SALIDA, COLORADO

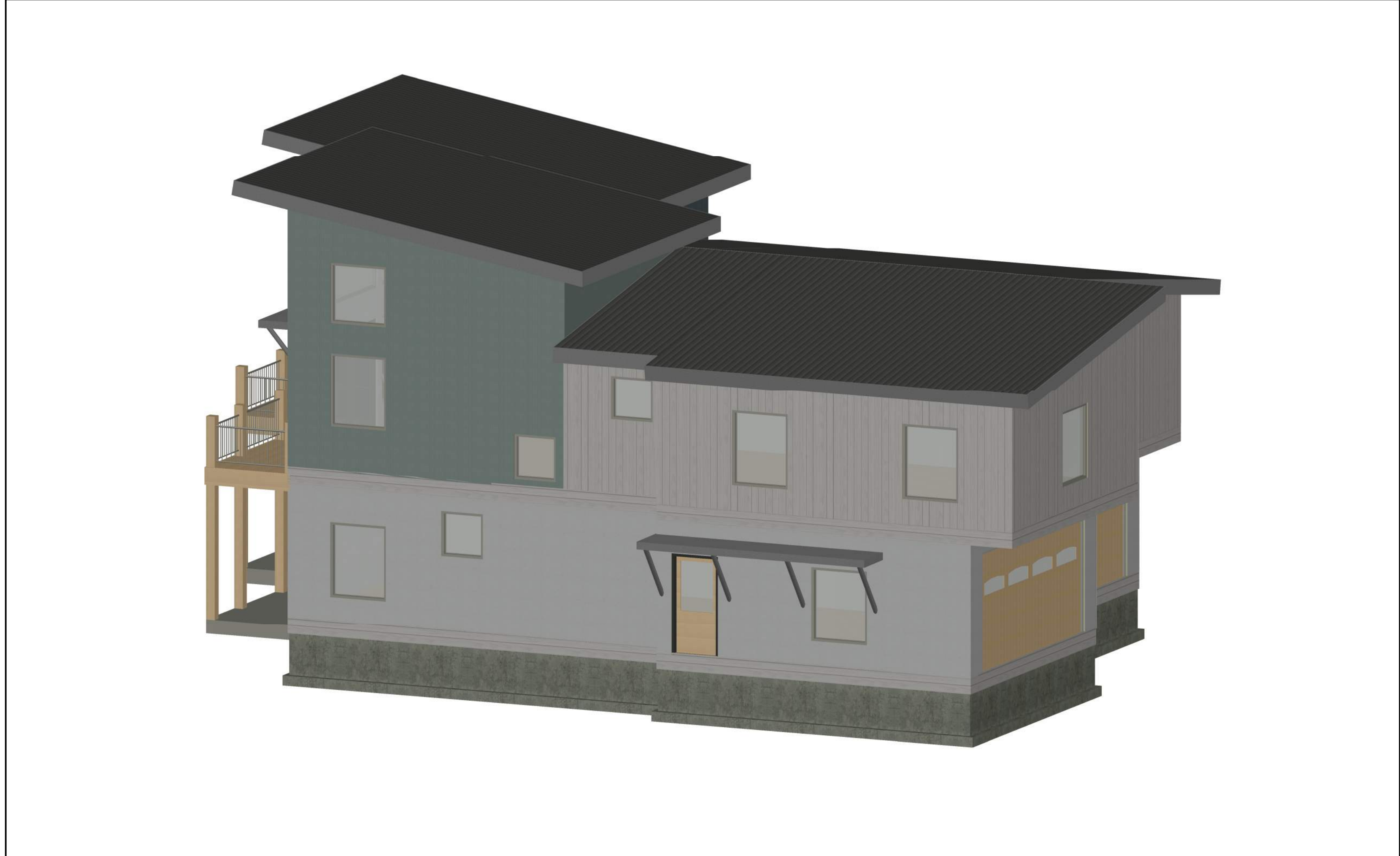
**LAND & WATER**  
**CONCEPTS**  
 Home Design • Civil Engineering • Project Management

DESIGN DEVELOPMENT



1/8" = 1'-0"  
 FEB 17, 2021  
**A-4**  
 Title:  
 PERSPECTIVES

**HOLMAN COURT  
 DUPLEXES**  
 SALIDA, COLORADO

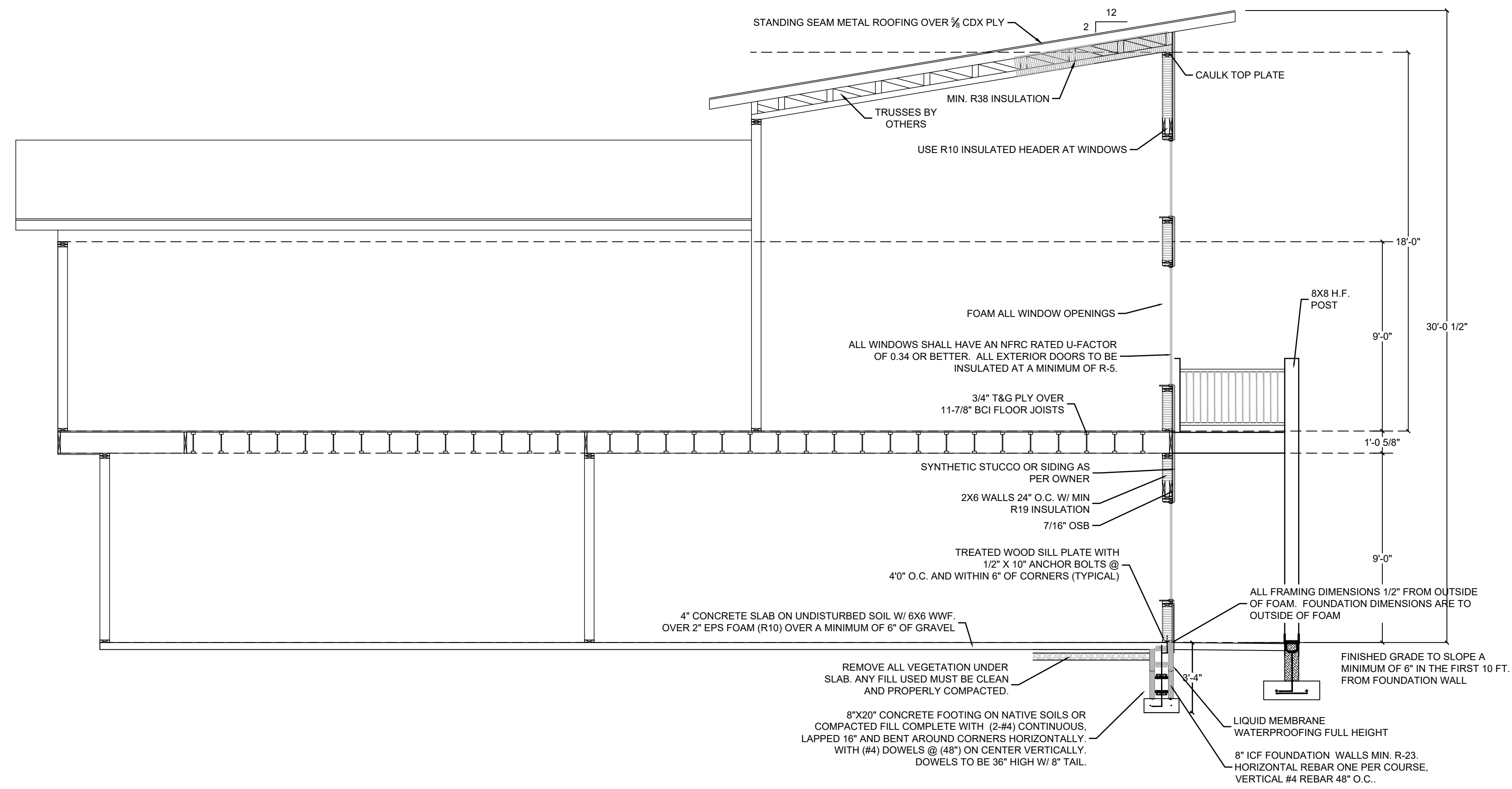


DESIGN DEVELOPMENT

**LAND & WATER  
 CONCEPTS**  
 Home Design • Civil Engineering • Project Management







A-5

1/4" = 1'-0"  
FEB 17, 2021

Title:  
SECTION

HOLMAN COURT  
DUPLICES

SALIDA, COLORADO

NOTE: LAND AND WATER CONCEPTS, LLC ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES, INCLUDING STRUCTURAL DAMAGES, ARISING FROM ANY OMISSIONS OR ERRORS BY OTHERS. IN ANY INSTANCE THE MAXIMUM LIABILITY OF LAND AND WATER CONCEPTS, LLC SHALL BE A REFUND OF THE PRICE OF THE SERVICES PERFORMED. IT IS RECOMMENDED THAT CLIENTS OBTAIN PROFESSIONAL ENGINEERING OFFICIALS AND/OR ENGINEER PRIOR TO THE START OF ACTUAL CONSTRUCTION.

LAND & WATER  
CONCEPTS  
Home Design • Civil Engineering • Project Management

DESIGN DEVELOPMENT



GENERAL NOTES

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL APPLICABLE CODES, ORDINANCES AND ACCEPTED INDUSTRY STANDARDS.
- THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL EXISTING CONDITIONS AND ESTABLISHING THE COMPATIBILITY OF ALL NEW WORK AND DIMENSIONS PRIOR TO THE COMMENCEMENT OF ANY WORK. VERIFY, COORDINATE AND COMPLY WITH ALL CURRENT APPLICABLE BUILDING CODES AND BUILDING CONSTRUCTION STANDARDS.
- CONTRACTORS SHALL COORDINATE LOCATION OF ALL UTILITIES WITH EQUIPMENT TO BE INSTALLED BY OTHERS WITH EXISTING CONDITIONS AND THE DESIGNER/ENGINEERS' DRAWINGS.
- THE DESIGNER SHALL NOT BE RESPONSIBLE WHERE CONSTRUCTION DEVIATES FROM THESE DRAWINGS OR FROM WRITTEN RECOMMENDATIONS. CHANGES TO THE PLAN BY THE OWNER AND/ OR CONTRACTOR SHALL BE THE RESPONSIBILITY OF THE PERSONS MAKING SUCH CHANGES. THE OWNER AND/ OR CONTRACTOR SHALL HOLD THE DESIGNER HARMLESS FROM & AGAINST ALL CLAIMS, DAMAGES, LOSSES & EXPENSES INCLUDING BUT NOT LIMITED TO, ATTORNEY'S FEES ARISING OUT OF OR RESULTING FROM THE PERFORMANCE OF THE WORK BY THE CONTRACTOR. THE DESIGNER SHALL NOT HAVE CONTROL OR CHARGE OF & SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, OR PROCEDURES, FOR SAFETY PRECAUTIONS & PROGRAMS IN CONNECTION WITH THE WORK, FOR THE ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTOR, FOR ANY OTHER PERSONS PERFORMING ANY OF THE WORK, OR FOR THE FAILURE OF ANY OF THEM TO CARRY OUT ANY WORK.
- THE CONTRACTOR OR OWNER SHALL BE RESPONSIBLE FOR OBTAINING & PAYING FOR ALL THE REQUIRED PERMITS, LICENSES, INSPECTIONS, REVIEWS ETC REQUIRED BY THE REGULATING AUTHORITIES HAVING JURISDICTION.
- UPON COMPLETION OF THE PROJECT, THE CONTRACTOR MUST SUBMIT A CERTIFICATE OF OCCUPANCY APPROVED BY THE BUILDING DEPARTMENT TO THE OWNER. ALL WORK, MATERIALS AND EQUIPMENT SHALL MEET THE LATEST

- REQUIREMENTS OF ALL APPLICABLE STATE & LOCAL BUILDING CODES, REGULATIONS AND THE REQUIREMENTS OF THE AUTHORITIES HAVING JURISDICTION.
- THE FOLLOWING, UNLESS PROVIDED FOR IN THESE DRAWINGS, SHALL BE FURNISHED & COORDINATED BY THE CONTRACTOR OR OWNER & SHALL NOT BE PART OF THE SCOPE OF WORK OF THESE CONSTRUCTION DOCUMENTS:
    - DEMOLITION OF ANY OR ALL EXISTING STRUCTURES, PAVEMENT OR TREES
    - SITE ENGINEERING INCLUDING BUT NOT LIMITED TO: SITE GRADING, SOIL INVESTIGATIONS, ENVIROMENTAL INVESTIGATIONS, SITE DRAINAGE, LANDSCAPING, DRIVEWAYS, SITE RETAINING WALLS, UTILITIES, SEPTIC, WELLS, AND OTHER.
  - THE CONTRACTOR SHALL CHECK ALL DIMENSIONS & CONDITIONS TO INSURE A PROPER FIT UNDER FIELD CONDITIONS & SHALL MAKE ADJUSTMENTS AS REQUIRED TO MAKE PARTS ALIGN. THE CONTRACTOR SHALL PROVIDE 24-HOUR NOTIFICATION OF ANY DISCONTINUITY OF UTILITY SERVICES WITH OWNER.
  - CONTRACTOR SHALL BE RESPONSIBLE TO REMOVE AND LEGALLY DISPOSE OF ALL REFUSE, WASTE, UNUSED MATERIALS AND RECYCLING FROM THE JOB SITE.
  - ALL CONTRACTORS & ALL SUB-CONTRACTORS SHALL TAKE OUT & MAINTAIN WORKMAN'S COMPENSATION INSURANCE, AND PUBLIC LIABILITY & PROPERTY DAMAGE INSURANCE ACCEPTABLE TO THE OWNER & THE AUTHORITIES HAVING JURISDICTION.
  - CONTRACTOR SHALL PROCURE FINAL CERTIFICATE OF OCCUPANCY UPON COMPLETION OF THE PROJECT AND FORWARD SAME TO THE OWNER. CONTRACTOR SHALL CLEAN THE PREMISES, TEST APPLICABLE SYSTEMS, AND LEAVE READY FOR OCCUPANCY.
  - UNLESS OTHERWISE AGREED UPON WITH THE OWNER, CONTRACTOR IS TO PROVIDE WRITTEN WARRANTY FOR A PERIOD OF ONE YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION. THE WARRANTY SHALL STATE ALL WORK HAS BEEN COMPLETED IN CONFORMANCE WITH THE CONTRACT DOCUMENTS, APPLICABLE CODES, AND ENFORCING AUTHORITIES AND THAT ALL WORK IS FREE FROM DEFECTS OF MATERIAL AND WORKMANSHIP. THIS IS IN ADDITION

- TO AND NOT A LIMITATION TO ANY PRODUCT MANUFACTURER'S PRODUCT WARRANTIES. IN ADDITION, ROOFING IS TO BE WARRANTIED FOR 2 YEARS BY THE INSTALLER AND ROOFING MATERIALS SHALL BE WARRANTIED FOR 25 YEARS BY THE MANUFACTURER.
- ALL ELECTRICAL WORK SHALL BE CARRIED OUT BY A LICENSED ELECTRICIAN ONLY. ALLWORK SHALL CONFORM TO THE PROVISIONS OF THE NATIONAL ELECTRIC CODE OF NFPA, LATEST EDITION.
  - ALL PLUMBING WORK SHALL BE CARRIED OUT BY A LICENSED PLUMBER. ALL EQUIPMENT & FIXTURES TO CONFORM TO THE NATIONAL STANDARD PLUMBING CODE, LATEST EDITION
  - WHERE WORK SHALL BE DONE IN OCCUPIED SPACE, CONTRACTORS SHALL TAKE EVERY PRECAUTION TO MINIMIZE THE TRAVEL OF DUST AND DIRT FROM THE CONSTRUCTION AREA TO ADJACENT SPACES AND SHALL TAKE EVERY PRECAUTION TO MINIMIZE DISRUPTION.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND CONTINUOUS MAINTENANCE OF ALL COMPLETED WORK FROM DAMAGE AND SHALL PROTECT THE OWNER'S PROPERTY FROM DAMAGE OR LOSS BY DUST, DIRT, WATER THEFT, FIRE OR ANY OTHER PHYSICAL DAMAGE IN CONNECTION WITH THE CONTRACT.
  - ALL PENETRATIONS FOR POWER, DATA / PHONE, PLUMBING, ETC. SHALL BE VERIFIED AND COORDINATED. WHEREVER POSSIBLE DRILLING/CUTTING THROUGH EXISTING STRUCTURAL MEMBERS, SPECIFICALLY BEAMS AND JOISTS SHALL BE AVOIDED. WHERE IT IS NECESSARY TO CUT OR DRILL THROUGH STRUCTURAL MEMBERS, ALL PENETRATIONS TO BE PER APPLICABLE CODE, MANUFACTURER'S AND THE STRUCTURAL ENGINEER'S RECOMMENDATIONS AS APPLICABLE. ALL PENETRATIONS IN RATED ASSEMBLIES, WHETHER NEW OR EXISTING, SHALL BE SEALED WITH UL/FM APPROVED MATERIALS AND PROCEDURES.
  - DOOR AND WINDOW OPENING DIMENSIONS IN PLAN ARE ROUGH/MASONRY OPENINGS.

APPLICABLE BUILDING CODE NOTES:

- INSTALL ADHERING BITUMEN WATERPROOF MEMBRANE ON ALL ROOF SLOPES 3:12 OR FLATTER
- PROVIDE 1 HOUR FIRE RATING FOR ROOF OVERHANGS IF ENCROACHING INTO SETBACK
- ALL DESIGN AND CONSTRUCTION SHALL CONFORM TO THE 2015 INTERNATIONAL ENERGY CONSERVATION CODE FOR THE EFFECTIVE USE OF ENERGY.
- CONFIRM REQUIREMENTS FOR SAFETY GLAZING (TEMPERED GLASS) AT ALL WINDOW LOCATIONS CONSIDERED HAZARDOUS PER IRC SECTION 308.
- EMERGENCY ESCAPE AND RESCUE OPENINGS (EGRESS WINDOWS) CONFORMING TO IRC SECTION 310.1 SHALL BE PROVIDED FOR BASEMENTS AND EVERY SLEEPING ROOM. THESE OPENINGS SHALL HAVE A SILL HEIGHT NOT MORE THAN 44" ABOVE THE FLOOR AND SHALL HAVE A MINIMUM NET CLEAR OPENING OF 5.7 SQ. FT..
- STAIRWAYS SHALL NOT BE LESS THAN 36 INCHES IN CLEAR WIDTH AT ALL POINTS ABOVE THE PERMITTED HANDRAIL HEIGHT AND BELOW THE REQUIRED HEADROOM HEIGHT.
- THE MINIMUM HEADROOM IN ALL PARTS OF THE STAIRWAY SHALL NOT BE LESS THAN 6 FEET 8 INCHES MEASURED VERTICALLY FROM THE SLOPED PLANE ADJOINING THE TREAD NOSING OR FROM THE FLOOR SURFACE OF THE LANDING OR PLATFORM.
- THE MAXIMUM RISER HEIGHT SHALL BE 7-3/4 INCHES. THE RISER SHALL BE MEASURED VERTICALLY BETWEEN LEADING EDGES OF THE ADJACENT TREADS. THE GREATEST RISER HEIGHT WITHIN ANY FLIGHT OF STAIRS SHALL NOT EXCEED THE SMALLEST BY MORE THAN 3/8 INCH.
- THE MINIMUM TREAD DEPTH SHALL BE 10 INCHES. THE TREAD DEPTH SHALL BE MEASURED HORIZONTALLY BETWEEN THE VERTICAL PLANES OF THE FOREMOST PROJECTION OF ADJACENT TREADS AND AT A RIGHT ANGLE TO THE TREAD'S LEADING EDGE. THE GREATEST TREAD DEPTH WITHIN ANY FLIGHT OF STAIRS SHALL NOT EXCEED THE SMALLEST BY MORE THAN 3/8 INCH.
- THERE SHALL BE A FLOOR OR LANDING AT THE TOP AND BOTTOM OF EACH STAIRWAY. THE WIDTH OF EACH LANDING SHALL NOT BE LESS THAN THE WIDTH OF THE STAIRWAY SERVED. EVERY LANDING SHALL HAVE A MINIMUM DIMENSION OF 36 INCHES MEASURED IN THE DIRECTION OF TRAVEL.
- PORCHES, BALCONIES, RAMPS OR RAISED FLOOR SURFACES LOCATED MORE THAN 30 INCHES ABOVE THE FLOOR OR GRADE BELOW SHALL HAVE GUARDS NOT LESS THAN 36 INCHES IN HEIGHT.

- REQUIRED GUARDS ON OPEN SIDES OF STAIRWAYS, RAISED FLOOR AREAS, BALCONIES AND PORCHES SHALL HAVE INTERMEDIATE RAILS OR ORNAMENTAL CLOSURES WHICH DO NOT ALLOW PASSAGE OF A SPHERE 4 INCHES OR MORE IN DIAMETER.
- THE MINIMUM HORIZONTAL AREA OF THE WINDOW WELL SHALL BE 9 SQUARE FEET, WITH A MINIMUM HORIZONTAL PROJECTION AND WIDTH OF 36 INCHES. THE AREA OF THE WINDOW WELL SHALL ALLOW THE EMERGENCY ESCAPE AND RESCUE OPENING TO BE FULLY OPENED.
- EXCEPTION: THE LADDER OR STEPS SHALL BE PERMITTED TO ENCROACH A MAXIMUM OF 6 INCHES INTO THE REQUIRED DIMENSIONS OF THE WINDOW WELL.
- WINDOW WELLS WITH A VERTICAL DEPTH GREATER THAN 44 INCHES SHALL BE EQUIPPED WITH A PERMANENTLY AFFIXED LADDER OR STEPS USABLE WITH THE WINDOW IN THE FULLY OPEN POSITION.
- LADDERS OR RUNGS SHALL HAVE AN INSIDE WIDTH OF AT LEAST 12 INCHES, SHALL PROJECT AT LEAST 3 INCHES FROM THE WALL AND SHALL BE SPACED NOT MORE THAN 18 INCHES ON CENTER VERTICALLY FOR THE FULL HEIGHT OF THE WINDOW WELL.
- FACTORY-BUILT FIREPLACES SHALL BE LISTED AND LABELED AND SHALL BE INSTALLED IN ACCORDANCE WITH THE CONDITIONS OF THE LISTING. FACTORY-BUILT FIREPLACES SHALL BE TESTED IN ACCORDANCE WITH UL 127.
- FACTORY-BUILT CHIMNEYS SHALL BE LISTED AND LABELED AND SHALL BE INSTALLED AND TERMINATED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.

APPLICABLE CODES ADOPTED BY CHAFFEE COUNTY

- 2015 International Residential Code
- 2015 International Building Code
- 2015 International Fire Code
- 2015 International Plumbing Code
- 2015 International Mechanical Code
- 2015 International Fuel Gas Code
- 2006 International Energy Conservation Code
- 2015 International Existing Building Code
- 2017 National Electric Code
- 2017 OWTS Regulations
- OWTS Regulations Amendments adopted by Chaffee County BOH Resolution 2018-02
- OWTS Regulations Amendments adopted by Chaffee County BOH Resolution 2019-01 (Design Flows)
- 2015 International Building Codes (Ordinance 2018-02)

STRUCTURAL NOTES

- VERIFY ALL DIMENSIONS AND SOIL CONDITIONS BEFORE BEGINNING CONSTRUCTION.
- FOOTINGS SHALL REST ON UNDISTURBED SOIL ONLY.
- DESIGN STRESSES:
  - SOIL BALANCE PRESSURE SERVICE:
    - 1750 PSF (ASSUMED)
    - REINFORCING STEEL FY = 60,000 PSI TIES FY = 40,000 PSI
    - CONCRETE
    - WALLS: TYPE IIA, 3/4" AGGREGATE, 4 1/2% AIR ENTRAPMENT, 4" SLUMP, MECHANICALLY VIBRATED  
F'C = 3500 PSI
    - SLABS ON GRADE: TYPE IIA, 3/4" AGGREGATE, 4 1/2% AIR ENTRAPMENT, 6X6-10/10 WELDED WIRE FABRIC OR FIBERGLASS REINFORCED, 3" SLUMP,  
F'C = 3500 PSI
  - STEEL:
    - TUBE COLUMNS FY = 46,000 PSI
    - STRUCTURAL STEEL & PLATES  
FY = 36,000 PSI
    - BOLTS A325
  - WOOD:
    - BEAMS AND JOISTS AS PER BOISE CASCADE OR EQUAL
    - NOMINAL LUMBER NO.2 OR BETTER  
FB = 1200 PSI
    - HEAVY TIMBER/LOG NO. 2 ENGLEMAN SPRUCE OR BETTER, UNLESS OTHERWISE SPECIFIED.
- PROVIDE #4 X 5'0" REBAR, TOP AND BOTTOM, AT ALL FOOTING CORNERS, WALL CORNERS AND INTERSECTIONS, FOR CONTINUOUS REINFORCEMENT. FORMS SHALL BE NEAT, WELL TIED AND BRACED TO KEEP LINES AND PLANES INTENDED.BACKFILL FOUNDATION WALLS CAREFULLY TO PREVENT OVERTURNING. DO NOT

- FLOOD BACKFILL.
- MINIMUM LAP FOR #4 BARS IS 1'-4" MINIMUM LAP FOR #5 BARS IS 1'-8". ALL SPIICES TO BE CONTINUOUS AROUND CORNERS AND STEP DOWNS.
  - SLOPE GRADE AWAY FROM FOUNDATION AT LEAST 6 INCHES IN THE FIRST 10 FEET TO PREVENT WATER NEAR THE FOUNDATION.
  - FOUNDATION DRAINS, GRAVEL AND FILTER FABRIC OR OTHER POSITIVE DRAINAGE MEANS MAY BE INSTALLED AROUND THE PERIMETER OF THE BUILDING AND DAY-LIGHTED FOR PROPER DRAINAGE
  - PROVIDE #4 X 2'-0" DOWELS @ 16" O.C. AT EXTERIOR SLABS AND STEPS.
  - SLABS ON GRADE SHALL REST ON 6" SELECT AND COMPACTED GRANULAR FILL. IF MORE FILL IS REQUIRED, COMPACTION SHALL BE DONE IN LIFTS NOT GREATER THAN 6"
  - PROVIDE ISOLATION JOINTS, CONSTRUCTION JOINTS AND CONTROL JOINTS IN ALL SLABS AT 12' O.C. EACH WAY.
  - ALL FOOTINGS, PADS AND PIERS ARE TO BEAR ON UNDISTURBED NATURAL SOIL. FINISHED GRADE TO BE A MINIMUM OF 24" ABOVE FOOTINGS.
  - VENT ATTIC/ROOF AND CRAWL SPACES AS REQUIRED.

GENERAL NOTES:

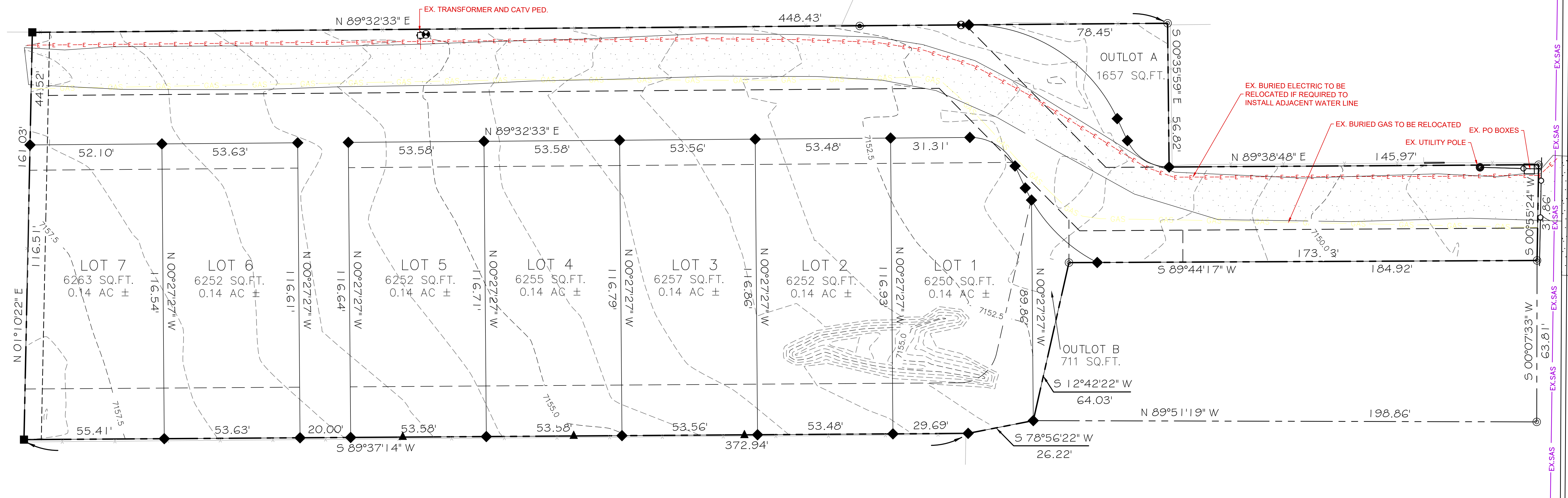
- ALL WORK TO MEET APPLICABLE CODES WHETHER OR NOT SHOWN ON THE DRAWINGS.
- TYPE OF CONSTRUCTION: V-B
- ELEVATION = XXXX FEET
- SNOW LOAD = 40 PSF
- DEAD LOAD = 10 PSF
- Wind Load - Vult = 120 mph
- SEISMIC DESIGN CATEGORY - C
- WINTER DESIGN TEMP -16" F

NTS  
FEB 17, 2021  
A-6  
Title:  
PROJECT NOTES

HOLMAN COURT  
DUPLLEXES  
SALIDA, COLORADO

NOTE: LAND AND WATER CONCEPTS, LLC ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES, INCLUDING STRUCTURAL DAMAGES, ARISING FROM OMISSIONS OR ERRORS BY OTHERS. IN ANY INSTANCE THE MAXIMUM LIABILITY OF LAND AND WATER CONCEPTS, LLC SHALL BE A REFUND OF THE PRICE OF THE SERVICES PERFORMED. IT IS RECOMMENDED THAT ALL CLIENTS OBTAIN AN INDEPENDENT OFFICIAL ENGINEER PRIOR TO THE START OF ACTUAL CONSTRUCTION.

LAND & WATER  
CONCEPTS  
Home Design • Civil Engineering • Project Management



**W·E Walker Engineering**  
 Civil Engineering • Water Resources • Traffic Engineering  
 905 Camino Sierra Vista, • Santa Fe, NM 87505  
 505-820-7990  
 FAX 505-820-3839  
 E-MAIL: civil@walkerengineering.net

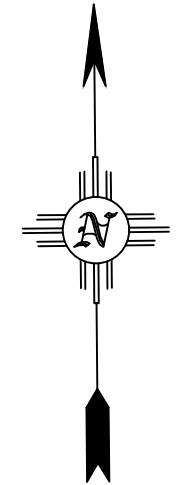
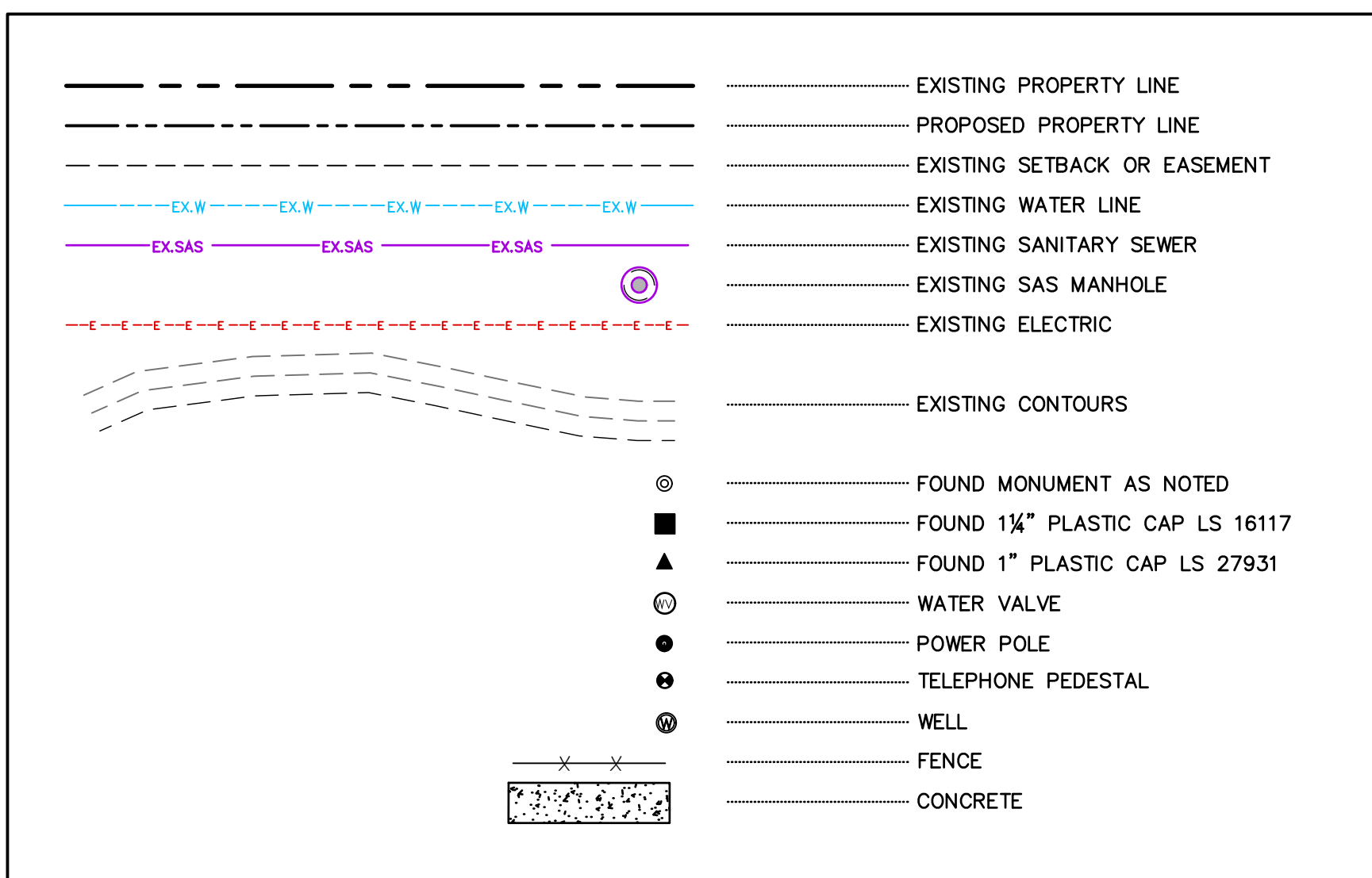
No.	REVISION	BY	APP.	DATE

PROJECT: \_\_\_\_\_  
 DESIGNED BY: \_\_\_\_\_  
 DRAWN BY: \_\_\_\_\_  
 DATE: 2/9/21  
 CHECKED BY: \_\_\_\_\_  
 SCALE: \_\_\_\_\_

**GENERAL NOTES**

- 1) CONTOUR INTERVAL = 0.5'
- 2) SITE BENCHMARK IS A 1 1/2" ALUMINUM CAP STAMPED "LS 31544" ON THE NORTH BOUNDARY LINE OF THE SUBJECT PROPERTY HAVING AN ELEVATION OF 7152.58'
- 3) FIELDWORK PERFORMED ON 11/23/20 BY LANDMARK SURVEYING, LOT 2 AMBROSE SUBDIVISION.
- 4) UNDERGROUND UTILITY LOCATIONS ARE BASED ON THE BEST INFORMATION AVAILABLE. HOWEVER OTHER UNDERGROUND UTILITIES MAY BE PRESENT OR THE LOCATIONS OF THOSE SHOWN MAY NOT BE COMPLETELY ACCURATE. ALL UTILITY LOCATIONS AND INVERTS TO BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION.
- 5) THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES AND SHOULD NOT RELY SOLELY ON THESE CONSTRUCTION PLANS FOR UTILITY LOCATIONS. CONTRACTOR MUST COMPLETE ALL UTILITY LOCATES PRIOR TO CONSTRUCTION. LOCATES CAN BE COORDINATED WITH THE COLORADO ONE CALL 1-800-922-1987. DAMAGE TO ANY EXISTING UTILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR.

**LEGEND**



SCALE: 1" = 20'

**RECORD DRAWINGS**

THIS RECORD DOCUMENT HAS BEEN PREPARED BASED ON THE BEST AVAILABLE INFORMATION AS PROVIDED BY OTHERS. WALKER ENGINEERING CERTIFIES THAT THE INFORMATION SHOWN IS A REASONABLE DOCUMENTATION OF THE FINAL CONSTRUCTION.

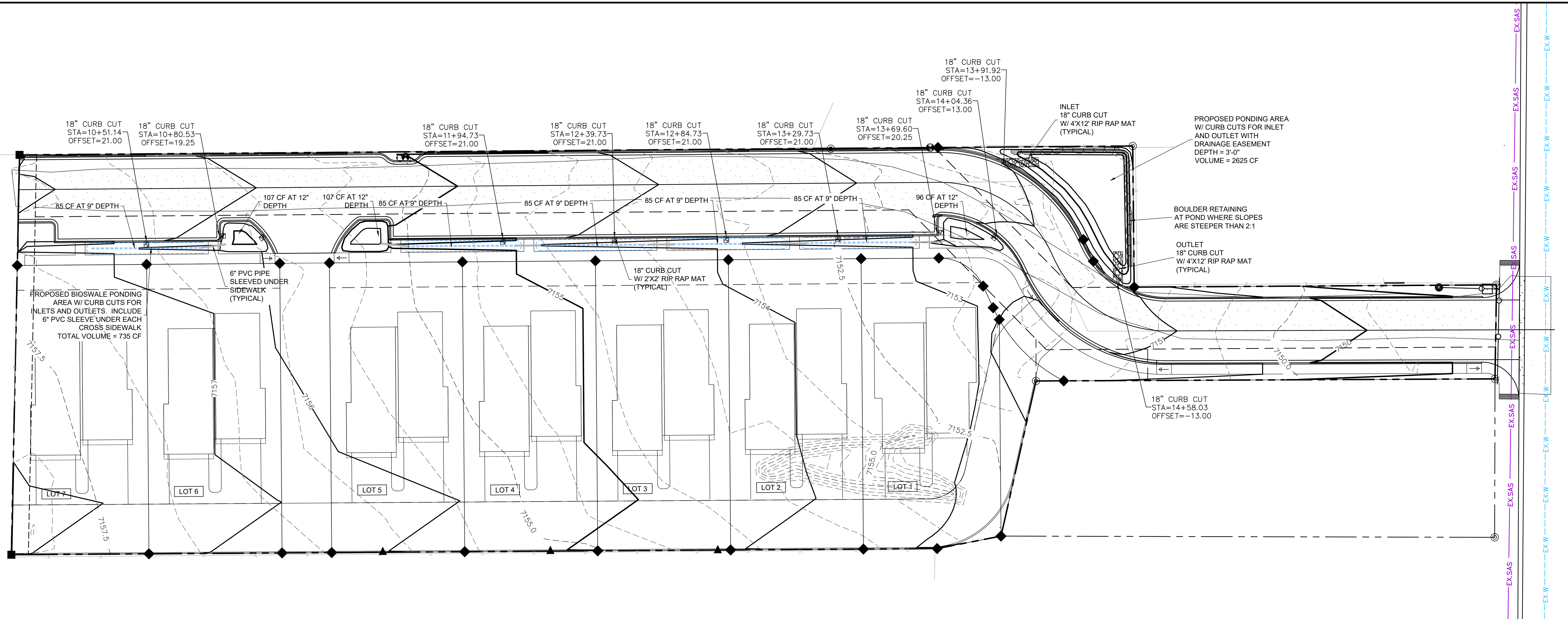
MOREY E. WALKER, P.E. 32033 DATE

PROJECT: **HOLMAN COURT SUBDIVISION**  
 SHEET TITLE: **EXISTING CONDITIONS**

CITY REVIEW		DATE
DEPARTMENT	SIGN-OFF	DATE
WATER		
WASTEWATER		
TRAFFIC		
FW ENGINEERING		
FIRE DEPARTMENT		
SOLID WASTE		
LANDSCAPE		
TRAILS/OPEN SPACE		
SUBDIVISION REVIEW		

SHEET NO. **C1**





Civil Engineering • Water Resources • Traffic Engineering  
**W•E Walker Engineering**  
 905 Camino Sierra Vista, • Santa Fe, NM 87505  
 505-820-7990  
 FAX 505-820-3639  
 E-MAIL: civil@walkerengineering.net

No.	REVISION	BY	APP.	DATE

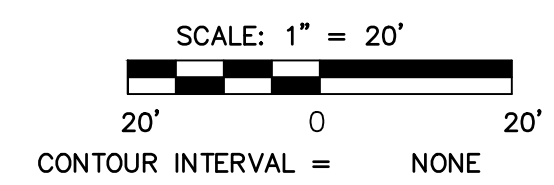
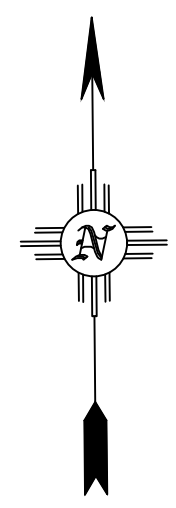
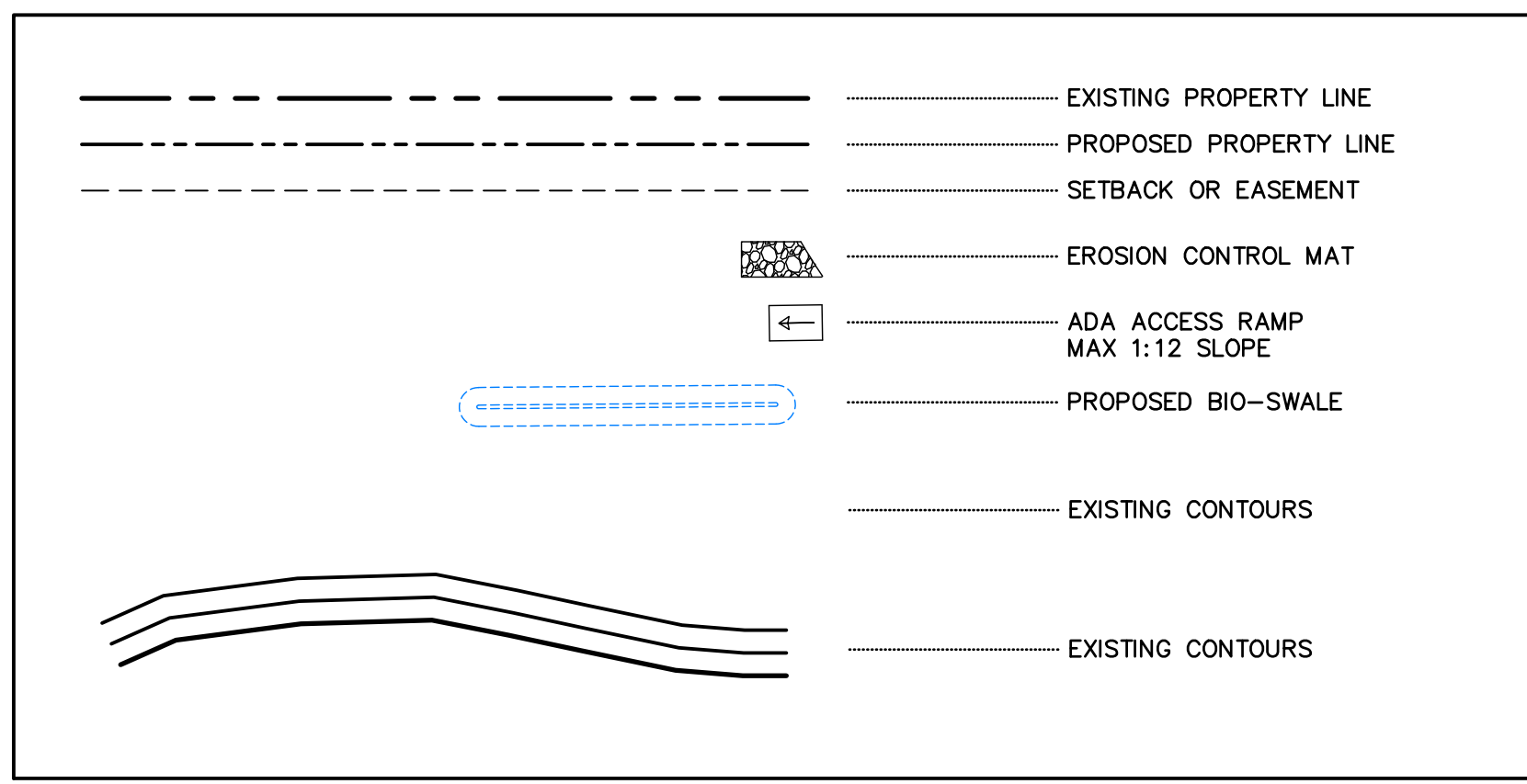
DESIGNED BY:  
 DRAWN BY:  
 CHECKED BY:  
 DATE: 2/9/21  
 SCALE:

PROJECT:	HOLMAN COURT SUBDIVISION
SHEET TITLE:	GRADING

DEPARTMENT	CITY REVIEW	DATE
WATER	SIGN-OFF	
WASTEWATER		
PW ENGINEERING		
TRAFFIC		
FIRE DEPARTMENT		
SOLID WASTE		
LANDSCAPE		
TRAILS/OPEN SPACE		
SUBDIVISION REVIEW		

PROJECT:	HOLMAN COURT SUBDIVISION
SHEET TITLE:	GRADING
DATE:	
SCALE:	
DESIGNED BY:	
DRAWN BY:	
CHECKED BY:	
DATE:	2/9/21
SCALE:	

**LEGEND**



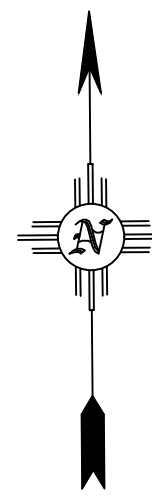
**RECORD DRAWINGS**

THIS RECORD DOCUMENT HAS BEEN PREPARED BASED ON THE BEST AVAILABLE INFORMATION AS PROVIDED BY OTHERS. WALKER ENGINEERING CERTIFIES THAT THE INFORMATION SHOWN IS A REASONABLE DOCUMENTATION OF THE FINAL CONSTRUCTION.

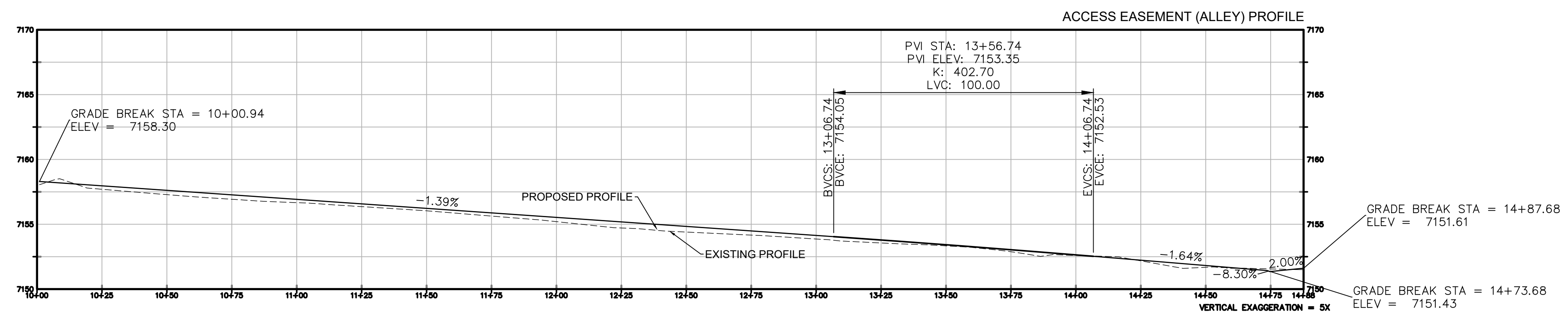
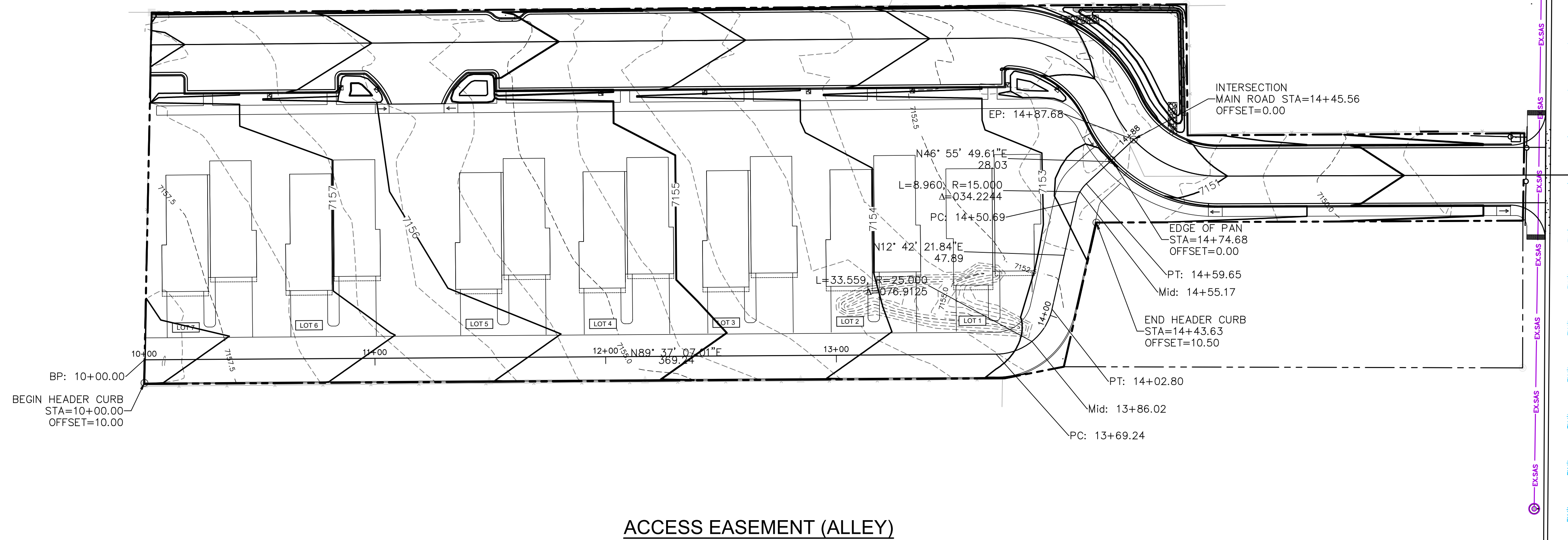
MOREY E. WALKER, P.E. 32033 DATE

SHEET NO. **C4**





SCALE: 1" = 30'  
 30' 0 30'  
 CONTOUR INTERVAL = 1'-0"



Civil Engineering • Water Resources • Traffic Engineering  
**W•E Walker Engineering**  
 905 Camino Sierra Vista, • Santa Fe, NM 87505  
 505-820-7990  
 FAX 505-820-3539  
 E-MAIL: [civil@walkerengineering.net](mailto:civil@walkerengineering.net)

No.	REVISION	BY	APP.	DATE

PROJECT: \_\_\_\_\_  
 DESIGNED BY: \_\_\_\_\_  
 FILE: \_\_\_\_\_  
 DRAWN BY: \_\_\_\_\_  
 DATE: 2/9/21  
 CHECKED BY: \_\_\_\_\_  
 SCALE: \_\_\_\_\_

PROJECT: **HOLMAN COURT SUBDIVISION**  
 SHEET TITLE: **ACCESS EASEMENT (ALLEY)**

CITY REVIEW		DATE
DEPARTMENT	SIGN-OFF	
WATER		
WASTEWATER		
TRAFFIC		
PW ENGINEERING		
FIRE DEPARTMENT		
SOLID WASTE		
LANDSCAPE		
TRAILS/OPEN SPACE		
SUBDIVISION REVIEW		

SHEET NO.  
**C6**

No.	REVISION	BY	APP.	DATE

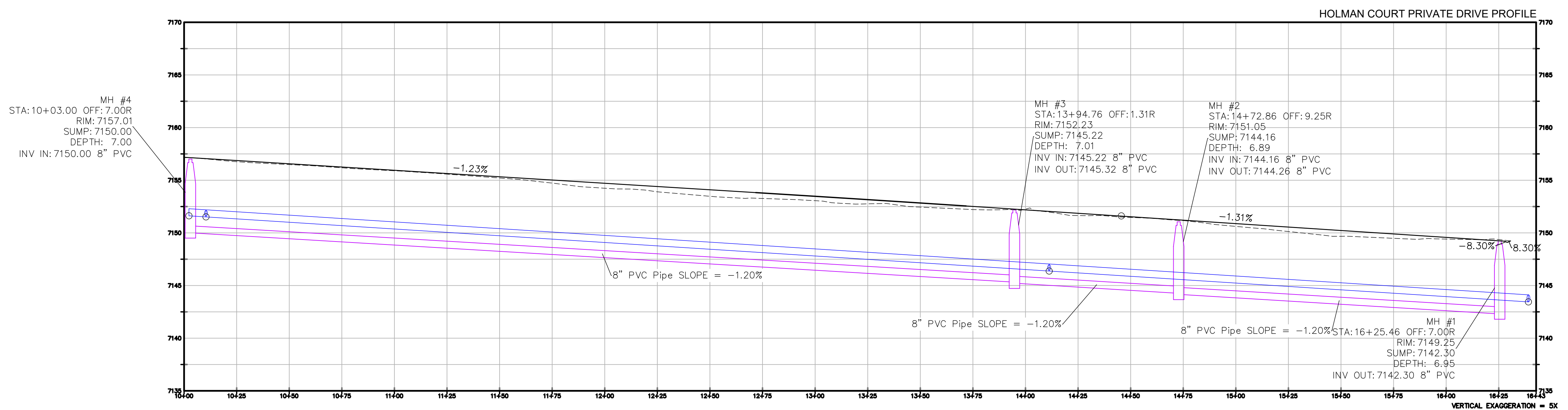
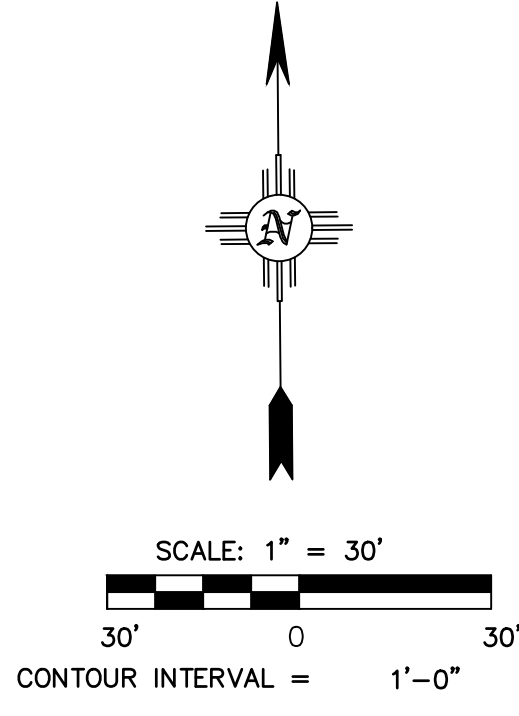
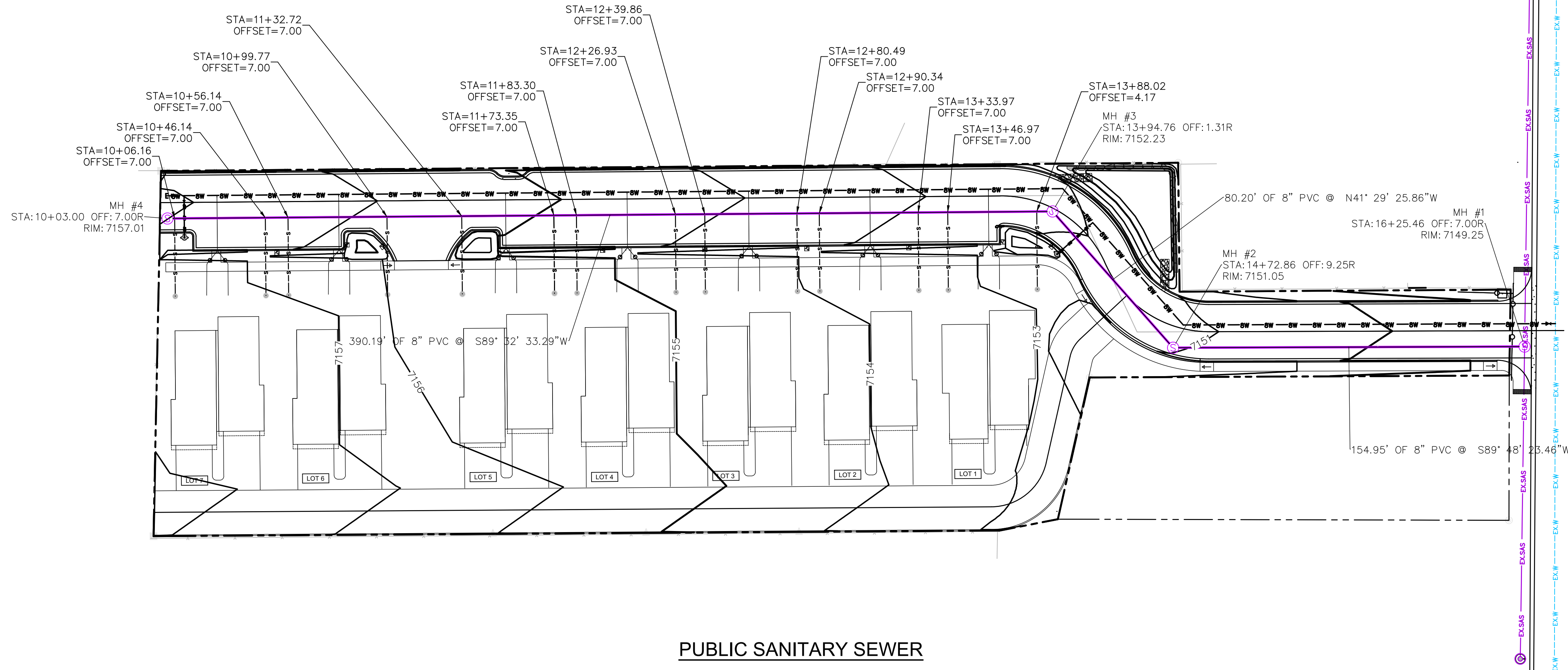
DESIGNED BY:  
DRAWN BY:  
CHECKED BY:  
DATE: 2/9/21  
SCALE:

PROJECT: **HOLMAN COURT SUBDIVISION**  
 SHEET TITLE: **PUBLIC SANITARY SEWER**

CITY REVIEW	DATE
WATER	
WASTEWATER	
TRAFFIC	
PW ENGINEERING	
FIRE DEPARTMENT	
SOLID WASTE	
LANDSCAPE	
TRAILS/OPEN SPACE	
SUBDIVISION REVIEW	

SHEET NO.

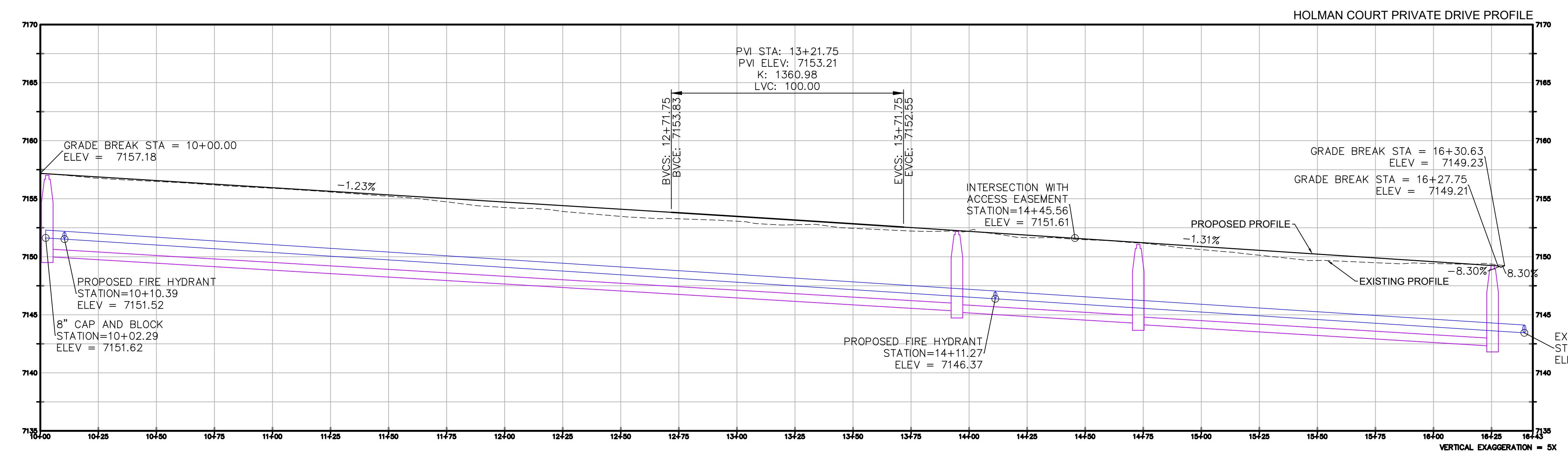
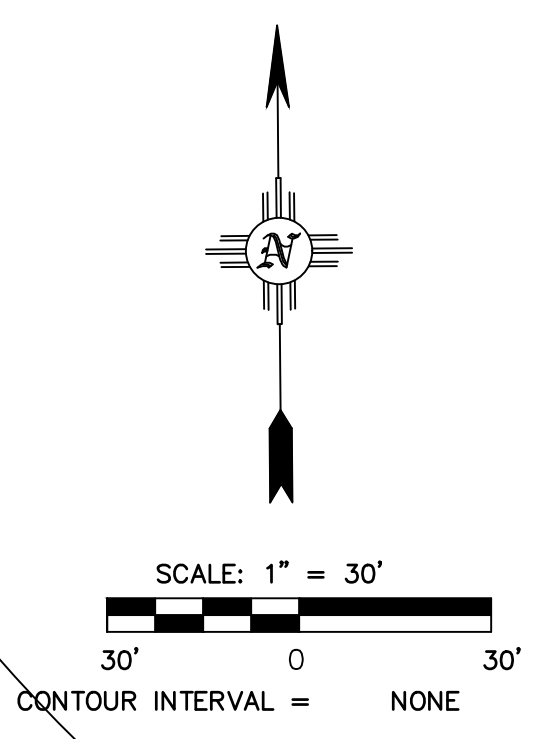
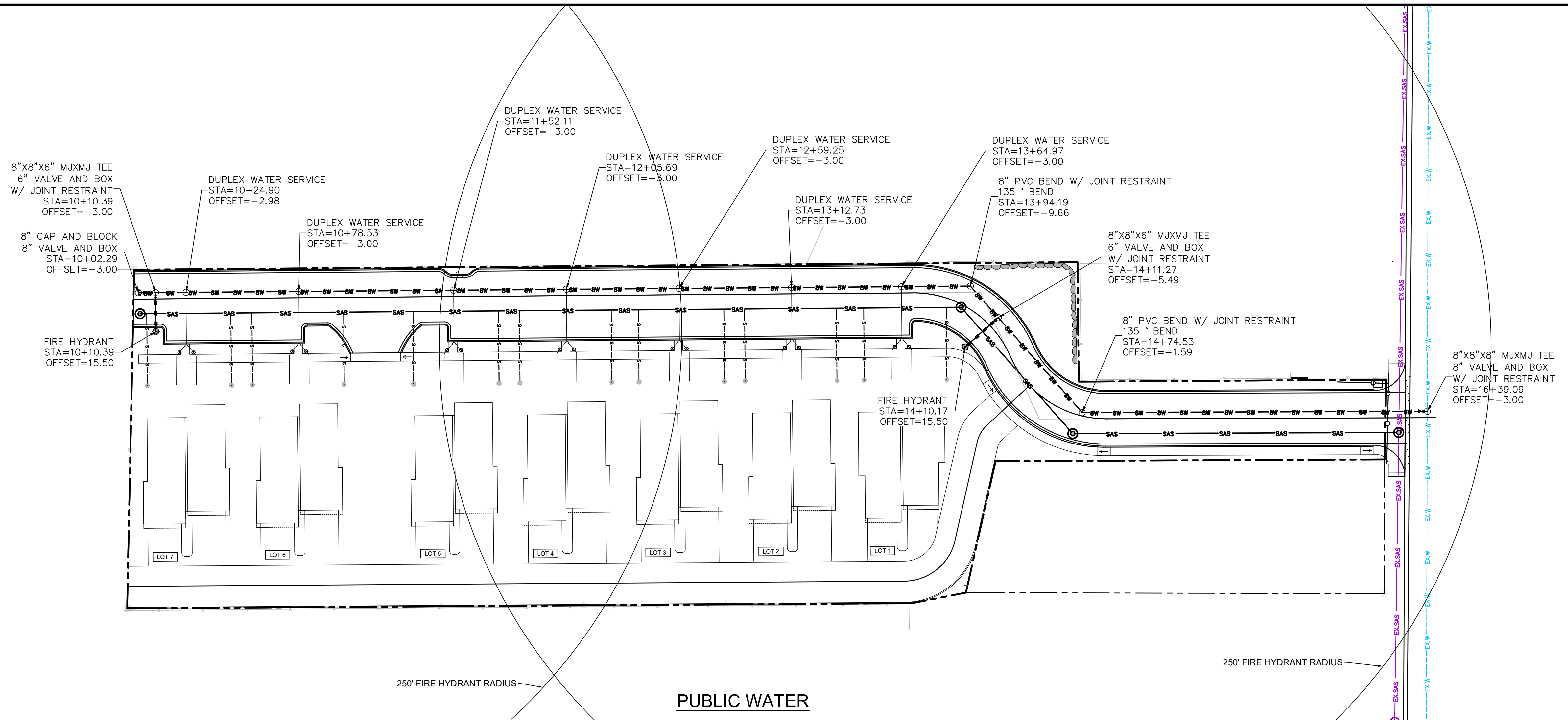
C7





No.	REVISION	BY	APP.	DATE

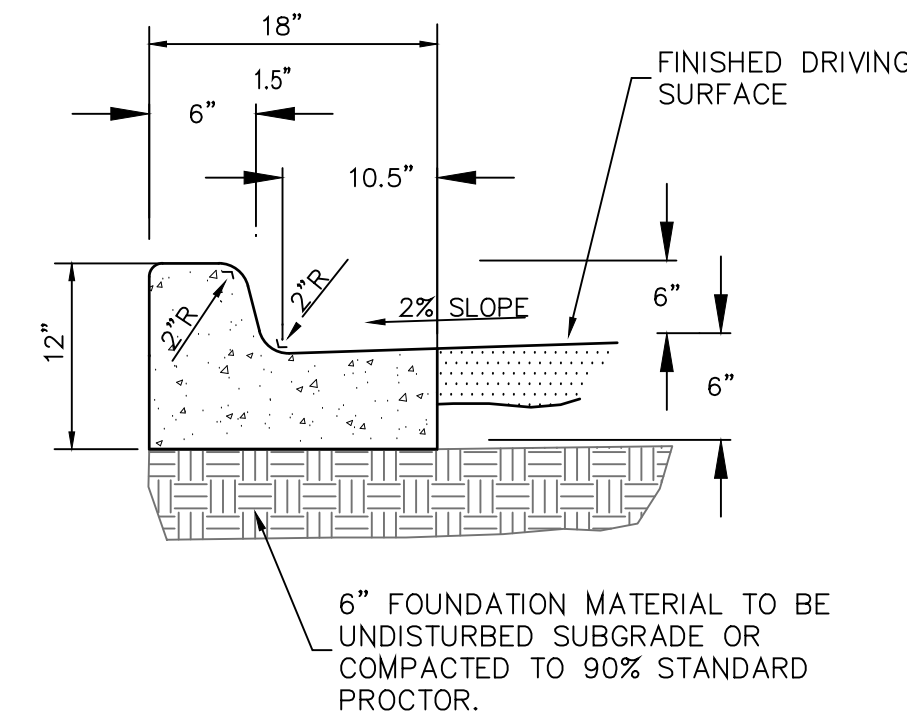
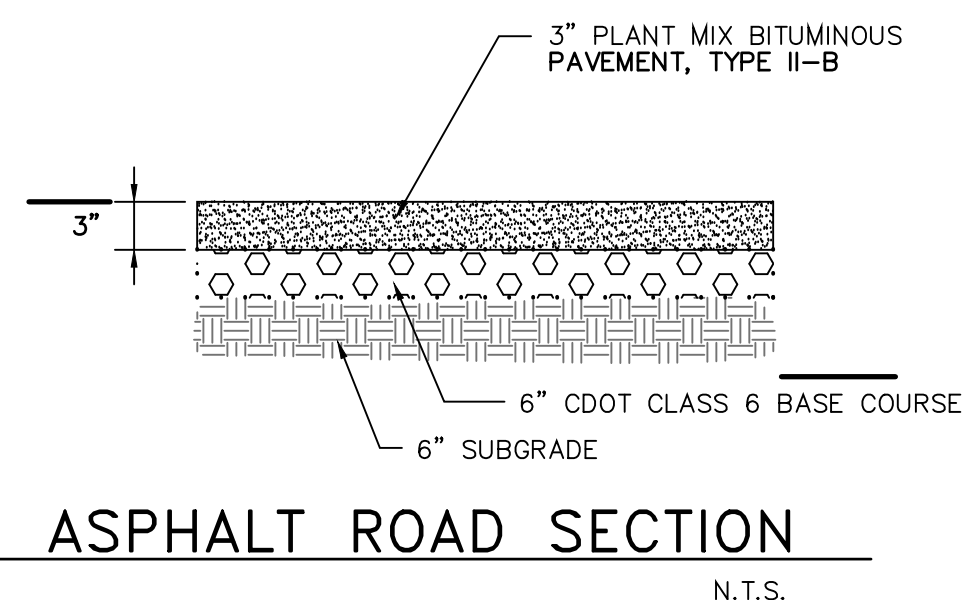
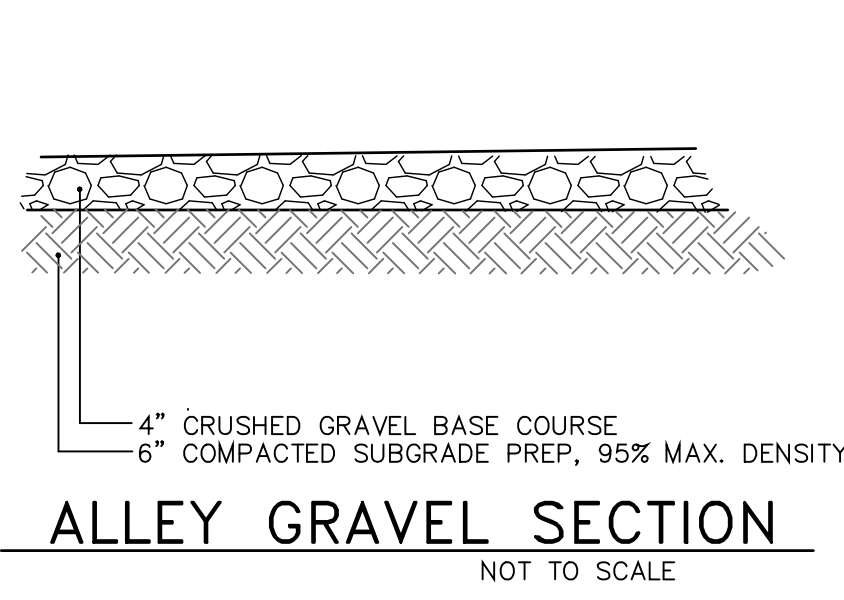
PROJECT:   
 DESIGNED BY:   
 DRAWN BY:   
 CHECKED BY:   
 DATE: 2/9/21  
 SCALE:



PROJECT: **HOLMAN COURT SUBDIVISION**  
 SHEET TITLE: **PUBLIC WATER**

CITY REVIEW	DATE
WATER	
WASTE WATER	
TRAFFIC	
PW ENGINEERING	
FIRE DEPARTMENT	
SOLID WASTE	
LANDSCAPE	
TRAILS/OPEN SPACE	
SUBDIVISION REVIEW	

SHEET NO. **C8**



**6" STANDARD CURB & GUTTER**  
BASED ON CDOT TYPE 2 CURB AND GUTTER (M-609-1) - NOT TO SCALE

**Table 1A - Stormwater Drainage Calculations for the City of Salida**

<b>Project :</b> Holman Avenue Subdivision	<b>Project Area:</b> 74780	SF
<b>Basin 1</b>	<b>Project Area:</b> 1.72	Acres
	<b>Hydrologic Soil Group:</b> A	
	<b>Drainage Area</b> 1	
	<b>Area</b> 74730	Sq. Ft.
	<b>Area</b> 1.7	Acres
	<b>Area</b> 0.0027	Sq. Mi.
	<b>Time of Concentration Existing</b> 0.79	Hours
	<b>Time of Concentration Proposed</b> 0.67	Hours

Number Single Family Lots 8

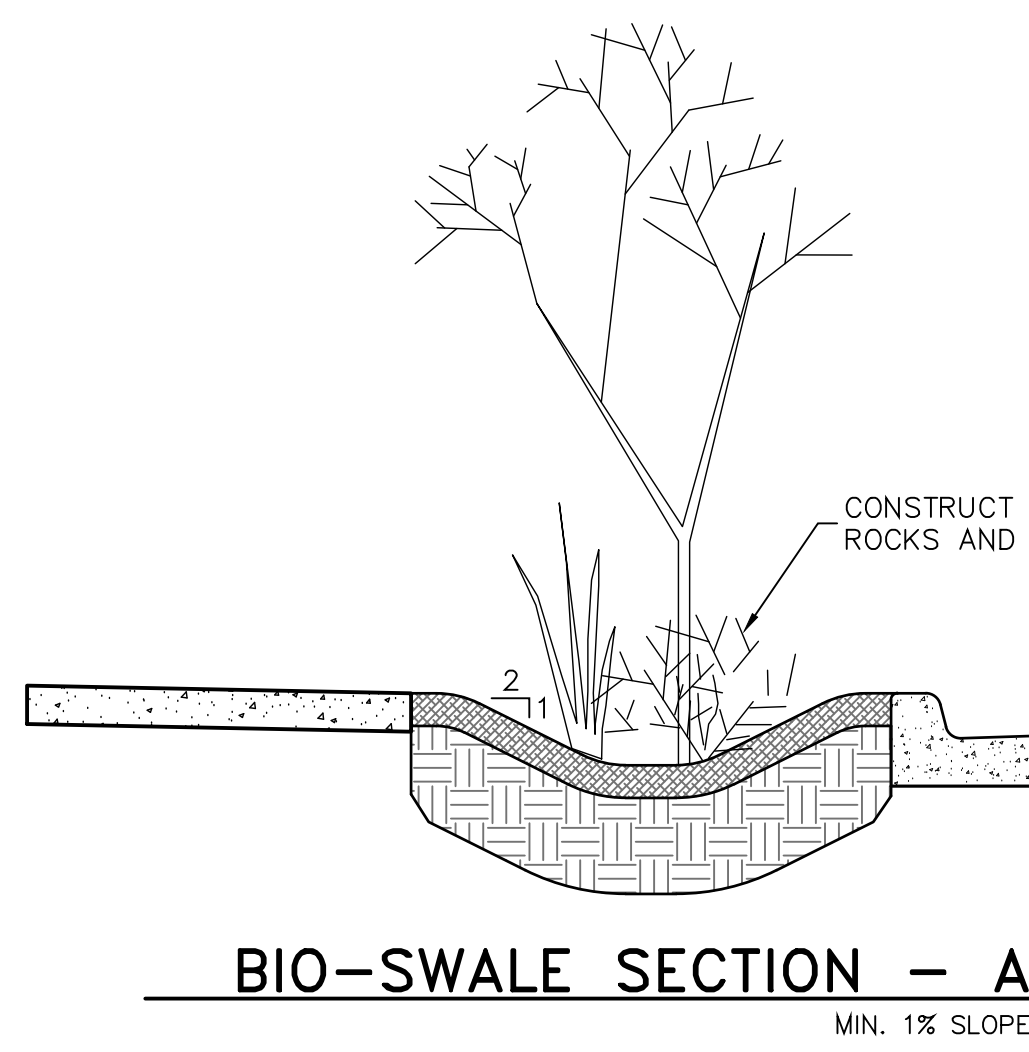
Present Land Use	Area (Sq. Ft.)	CN	CN*A
Undeveloped Areas	74730	68	5081640
Composite	74730	68.0	5081640

Proposed Land Use	Area (Sq. Ft.)	CN	CN*A
Roads and Parking	19936	98	1953728
Sidewalks	2689	98	263522
Landscaped Areas	18401	39	717639
Residential Lots (2800 per lot)	22400	98	2195200
Alleys	11304	76	859104
Composite	74730	80.1	5989193

Fully developed site including homes	Present Land Use	Proposed Land Use	Difference
25 Year Runoff (in)	0.432	0.96	0.53
25 Year Discharge (cfs)	0.347	1.17	0.82
100 Year Runoff (in)	0.844	1.56	0.72
100 Year Discharge (cfs)	0.811	1.95	1.14

25 year Required Pond Volume = 3313 Cu. Ft.

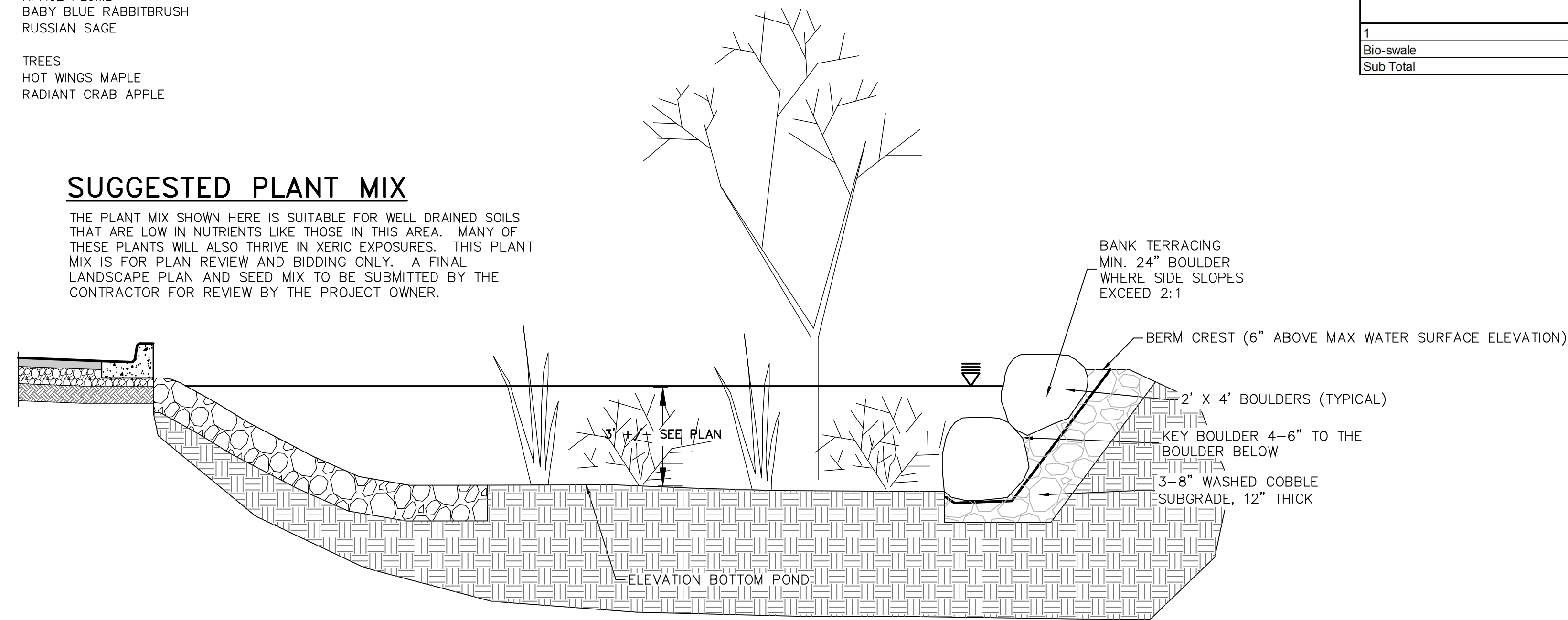
Pond	Area Top (SF)	Area Bottom (SF)	Elevation Top (ft)	Depth (ft)	Volume (cf)
1	1280	470	7151	3	2625
Bio-swale					735
Sub Total					3360



- SUGGESTED PLANT MIX**
- PERENNIAL FLOWERS  
WINE CUPS OR POPPY MALLOW  
LAVENDER  
SUNSET HYSSOP  
MAXIMILLIAN SUNFLOWER  
CHOCOLATE FLOWER
- GRASSES  
GIANT SACATON GRASS  
BLUE GRAMA  
SWITCHGRASS
- SHRUBS  
APACE PLUMB  
BABY BLUE RABBITBRUSH  
RUSSIAN SAGE
- TREES  
HOT WINGS MAPLE  
RADIANT CRAB APPLE

**SUGGESTED PLANT MIX**

THE PLANT MIX SHOWN HERE IS SUITABLE FOR WELL DRAINED SOILS THAT ARE LOW IN NUTRIENTS LIKE THOSE IN THIS AREA. MANY OF THESE PLANTS WILL ALSO THRIVE IN XERIC EXPOSURES. THIS PLANT MIX IS FOR PLAN REVIEW AND BIDDING ONLY. A FINAL LANDSCAPE PLAN AND SEED MIX TO BE SUBMITTED BY THE CONTRACTOR FOR REVIEW BY THE PROJECT OWNER.



**POND SECTION WITH OVERFLOW - B**  
N.T.S.

**UTILITY NOTES**

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES AND SHOULD NOT RELY SOLELY ON THESE CONSTRUCTION PLANS FOR UTILITY LOCATIONS. CONTRACTOR MUST COMPLETE ALL UTILITY LOCATES PRIOR TO CONSTRUCTION. Utility Notification Center of Colorado (UNCC) 800-922-1987. DAMAGE TO ANY EXISTING UTILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR.
- IT IS ASSUMED THAT ALL GAS LINES ARE TO BE INSTALLED BY ATMOS GAS AND ALL ELECTRIC LINES BY EXCEL ENERGY. ALL TRENCHING AND INSTALLATION TO BE COMPLETED ACCORDING TO ATMOS AND EXCEL REQUIREMENTS. LOCATION OF ELECTRIC PRIMARY, SECONDARY LINES AND ALL TRANSFORMER PROVIDED BY EXCEL. ALL ELECTRIC AND GAS LINES ARE SHOWN HERE FOR REFERENCE ONLY.
- CABLE AND TELEPHONE TO BE INSTALLED IN ACCORDANCE WITH THE LOCAL CABLE AND TELEPHONE PROVIDER. LOCATIONS ARE SHOWN FOR PLANNING PURPOSES ONLY.
- IF ANY OF THESE STANDARDS DIFFER FROM THE DESIGN IN THIS PLAN SET, CONTACT WALKER ENGINEERING AND LAND & WATER CONCEPTS FOR CLARIFICATION AND DIRECTION BEFORE CONTINUING.
- ALL PUBLIC WATER IMPROVEMENTS SHALL CONFORM TO THE CITY OF SALIDA CONSTRUCTION STANDARDS AND SPECIFICATIONS FOR WATER, SANITARY SEWER AND STREET, LATEST EDITION, AS WELL AS THE STANDARDS PROMULGATED BY THE WATER QUALITY CONTROL DIVISION OF THE COLORADO DEPARTMENT OF PUBLIC HEALTH AND BY THE UNI-BELL PVC PIPE ASSOCIATION. IF ANY OF THESE STANDARDS DIFFER FROM THE DESIGN IN THIS PLAN SET, CONTACT LAND AND WATER CONCEPTS FOR CLARIFICATION AND DIRECTION BEFORE CONTINUING.
- ALL UNDERGROUND WATERLINES SHALL BE PVC PRESSURE CLASS 235 AWWA C-800. ALL PVC WATER MAIN PIPE SHALL INCLUDE DETECTOR WIRE PER CSS.
- ALL UNDERGROUND WATERLINES PIPING SHALL MAINTAIN A MINIMUM 5' BURY AND HAVE THRUST BLOCKS AT ALL DIRECTION CHANGES AND DEAD ENDS. THRUST BLOCKS AND RODDING TO BE INSTALLED PER NFPA #24. THRUST BLOCK DIMENSIONS FOR A 8" WATER LINE SHALL BE APPLIED TO THE PROJECT WATER MAINS. SEE DETAILS
- ALL NEW WATER VALVES AND METERS THAT FALL WITHIN THE LIMITS OF ANY PAVED ROADWAY OR SIDEWALK SHALL HAVE A CONCRETE COLLAR AND CAST IRON COVER PER CITY OF SALIDA STANDARDS AND SPECIFICATIONS.
- ALL WATER LINES SHALL BE DISINFECTED, PRESSURE TESTED, FLUSHED AND TESTED FOR BACTERIOLOGICAL CONTAMINATION PER CSS SECTION 8.00 (I, J & K). ALL SUPER-CHLORINATED FLUSH WATER SHALL BE DECHLORINATED PRIOR TO DISCHARGE TO PREVENT ENVIRONMENTAL DAMAGE AND FISH KILL IN THE SOUTH ARKANSAS AND ARKANSAS RIVER.
- ALL WATER AND SEWER LINES TO MAINTAIN 10' HORIZONTAL AND 18" VERTICAL SEPARATION. WHERE THIS SEPARATION CAN NOT BE MAINTAINED OR WHEN THE WATER LINE PASSES UNDER THE SANITARY SEWER LINE, THE SEWERLINE SHALL BE ENCASED IN CONCRETE. CONCRETE FOR SEWER PIPE ENCASEMENTS SHALL HAVE A MINIMUM CEMENT CONTENT OF FIVE (5) SACKS PER CUBIC YARD AND A MAXIMUM WATER CONTENT OF FIVE (5) GALLONS PER SACK OF CEMENT AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 4000 PSI IN TWENTY-EIGHT (28) DAYS. MINIMUM REINFORCING FOR CONCRETE ENCASEMENTS SHALL BE 4 EACH #4 BARS, CONTINUOUS FOR THE LENGTH OF THE CASING. SEE THE CITY OF SALIDA CONSTRUCTION STANDARDS AND SPECIFICATIONS FOR WATER, SANITARY SEWER AND STREET, LATEST EDITION.
- THE SANITARY SEWER AND WATER LINES SHALL BE INSTALLED WITH SPECIFIED MATERIALS FOR BACKFILL AND BEDDING REQUIREMENTS. REFER TO CSS SECTION 5.00 AND 6.00.
- THE CONTRACTOR SHALL COMPLETE AN AS-BUILT SURVEY AND DRAWINGS TO BE SUBMITTED TO THE CITY OF SALIDA.

**GENERAL NOTES**

- LAND AND WATER CONCEPTS AND WALKER ENGINEERING. WAIVE ANY AND ALL RESPONSIBILITY, AND ARE NOT LIABLE FOR PROBLEMS WHICH ARISE FROM FAILURE TO FOLLOW THESE PLANS, SPECIFICATIONS AND THE DESIGN INTENT THEY CONVEY OR FOR PROBLEMS WHICH ARISE FROM OTHERS OR OTHERS' FAILURE TO OBTAIN AND/OR FOLLOW THE ENGINEER'S GUIDANCE WITH RESPECT TO ANY ERRORS, OMISSIONS, INCONSISTENCIES, AMBIGUITIES OR CONFLICTS.
- THE CONTRACTOR SHALL NOT COMMENCE CONSTRUCTION WITHOUT CONSTRUCTION PLAN APPROVAL BY ALL RELEVANT AGENCIES. A COPY OF THE APPROVED PLANS SHALL BE AVAILABLE AT THE CONSTRUCTION SITE AT ALL TIMES DURING WORKING HOURS.
- THE ENGINEER IS TO BE NOTIFIED PRIOR TO ANY PLAN CHANGES OR ON-SITE DESIGN MODIFICATIONS. ALL PLAN CHANGES MUST BE APPROVED BY THE ENGINEER.
- ALL EXISTING TOPOGRAPHIC AND SURVEY DATA SHOWN ON THESE PLANS HAS BEEN OBTAINED AND CERTIFIED BY OTHERS. THE ENGINEER HAS UNDERTAKEN NO FIELD VERIFICATION OF THIS TOPOGRAPHIC INFORMATION, AND MAKES NO REPRESENTATION PERTAINING THERETO AND THEREFORE ASSUMES NO RESPONSIBILITY OR LIABILITY.
- THE CONTRACTOR SHALL CONFINE HIS OPERATIONS TO THE CONSTRUCTION LIMITS OF THE PROJECT AND IN NO WAY SHALL ENCROACHMENT OCCUR ONTO ADJACENT PROPERTIES UNLESS LEGAL EASEMENTS ARE OBTAINED. ALL FILL AND CUT SLOPES SHALL BE SETBACK FROM THE PROPERTY LINE IN ACCORDANCE WITH CHAPTER 70 OF THE UNIFORM BUILDING CODE. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR ANY AGREEMENTS NECESSARY OR DAMAGE CAUSED BY CONSTRUCTION ACTIVITIES TO PUBLIC OR PRIVATE PROPERTY, INCLUDING UTILITIES.
- WORK SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL AGENCIES' LAWS, RULES, REGULATIONS, AND PERMITS. ALL WORK SHALL BE SUBJECT TO INSPECTIONS AND SITE INVESTIGATION BY REGULATORY AGENCIES. FAILURE TO COMPLY WITH THESE REGULATIONS IS SUBJECT TO LEGAL ENFORCEMENT ACTION.
- COPIES OF PERMITS OBTAINED BY THE OWNER WILL BE PROVIDED TO THE CONTRACTOR. CONTRACTOR SHALL MAINTAIN COPIES OF ALL PERMITS ON THE SITE AT ALL TIMES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES AND SHOULD NOT RELY SOLELY ON THESE CONSTRUCTION PLANS FOR UTILITY LOCATIONS. CONTRACTOR MUST COMPLETE ALL UTILITY LOCATES PRIOR TO CONSTRUCTION. UTILITY NOTIFICATION CENTER OF COLORADO (UNCC) 800-922-1987. DAMAGE TO ANY EXISTING UTILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR.
- IF PREVIOUSLY UNKNOWN ARCHEOLOGICAL MATERIALS ARE DISCOVERED DURING CONSTRUCTION ACTIVITIES, WORK SHALL STOP IMMEDIATELY AND THE ENGINEER AND OWNER SHALL BE CONTACTED. THE STATE HISTORIC PRESERVATION OFFICE WILL THEN BE CONTACTED BY THE ENGINEER OR OWNER FOR CONSULTATION.
- ALL APPROPRIATE SEDIMENT AND POLLUTION CONTROL MEASURES, AND BEST MANAGEMENT PRACTICES (BMP'S) SHALL BE IN PLACE TO MINIMIZE SEDIMENTATION. SEDIMENT AND EROSION CONTROLS SHALL BE INSTALLED IN ACCORDANCE WITH THE URBAN DRAINAGE AND FLOOD CONTROL DISTRICT GUIDELINES.
- CONTRACTOR SHALL BE WHOLLY RESPONSIBLE FOR THE DESIGN, IMPLEMENTATION, AND MAINTENANCE OF SEDIMENT AND EROSION CONTROLS IN CONFORMANCE WITH CONSTRUCTION STANDARDS AND THE REQUIREMENTS OF REGULATORY AGENCIES THROUGHOUT THE CONSTRUCTION PERIOD. THE ENGINEER WILL NOT BE ON-SITE TO APPROVE, REVIEW, OR MAINTAIN THE CONTROLS. STORM WATER MEASURES MAY BE REQUIRED TO BE INSTALLED AT ANY TIME DURING CONSTRUCTION.
- BMP'S PLUS TEMPORARY SEDIMENT AND EROSION CONTROLS SHALL BE MAINTAINED TO BE FUNCTIONAL UNTIL THE SITE HAS REACHED FINAL STABILIZATION.
- ALL WASTE MATERIAL AND/OR EXCESS EXCAVATION NOT USED AS PART OF THE WORK SHALL BE REMOVED FROM THE JOB SITE AND DISPOSED OF AT ACCEPTABLE LOCATIONS IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL REGULATIONS.
- THE CONTRACTOR AT ALL TIMES DURING CONSTRUCTION SHALL PROVIDE WARNING SIGNS, BARRICADES, AND OTHER SAFETY DEVICES (INCLUDING TEMPORARY FENCING AROUND THE JOB SITE) TO PROTECT PUBLIC SAFETY AND HEALTH. CONSTRUCTION IN AND ADJACENT TO THE ROADWAY SHALL FOLLOW AN APPROVED TRAFFIC CONTROL PLAN COMPLETED BY THE CONTRACTOR. THE TRAFFIC CONTROL PLAN SHALL BE IN COMPLIANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. ALL HOLES AND TRENCHES SAFELY CORDONED OFF AND BACKFILLED, COMPACTED AND
- THE CONSTRUCTION SURVEYOR SHALL VERIFY ALL BUILDING, PARKING AND SIDEWALK LOCATIONS AS WELL AS PROPOSED GRADES AND INVERT ELEVATIONS, FLOW LINES, ALIGNMENTS, SETBACKS AND TOPOGRAPHY PRIOR TO CONSTRUCTION.
- CONSOLIDATED FLOW FROM THE POND OVERFLOWS CAN CREATE EROSION. ANNUAL MAINTENANCE OF THE POND BERMS, WEIRS AND OVERFLOWS IS REQUIRED. FURTHER STABILIZATION MEASURES MAY BE NECESSARY. LWC RECOMMENDS PERIODIC OBSERVATIONS BY THE HOME OWNER ASSOCIATION. IF EXCESS EROSION IS OBSERVED, PLEASE NOTIFY LAND AND WATER CONCEPTS FOR RECOMMENDATIONS.
- CONSTRUCTION SHALL BE IN ACCORDANCE WITH CITY OF SALIDA STANDARD SPECIFICATIONS FOR CONSTRUCTION DATED JANUARY, 2017.

Item 12.

**W.E. Walker Engineering**  
905 Camino Sierra Vista, Santa Fe, NM 87505  
505-820-7990  
FAX 505-820-8539  
E-MAIL: civil@walkerengineering.net

**CITY REVIEW**

DEPARTMENT	DATE	REVISION	BY	APP.	DATE
WATER					
SEWER					
ENGINEERING					
TRAFFIC					
FIRE DEPARTMENT					
SOLID WASTE					
LANDSCAPE					
TRAILS/OPEN SPACE					
SUBDIVISION REVIEW					

PROJECT: **HOLMAN COURT SUBDIVISION**

SHEET TITLE: **DETAILS**

DESIGNED BY: \_\_\_\_\_

DRAWN BY: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

DATE: **2/9/21**

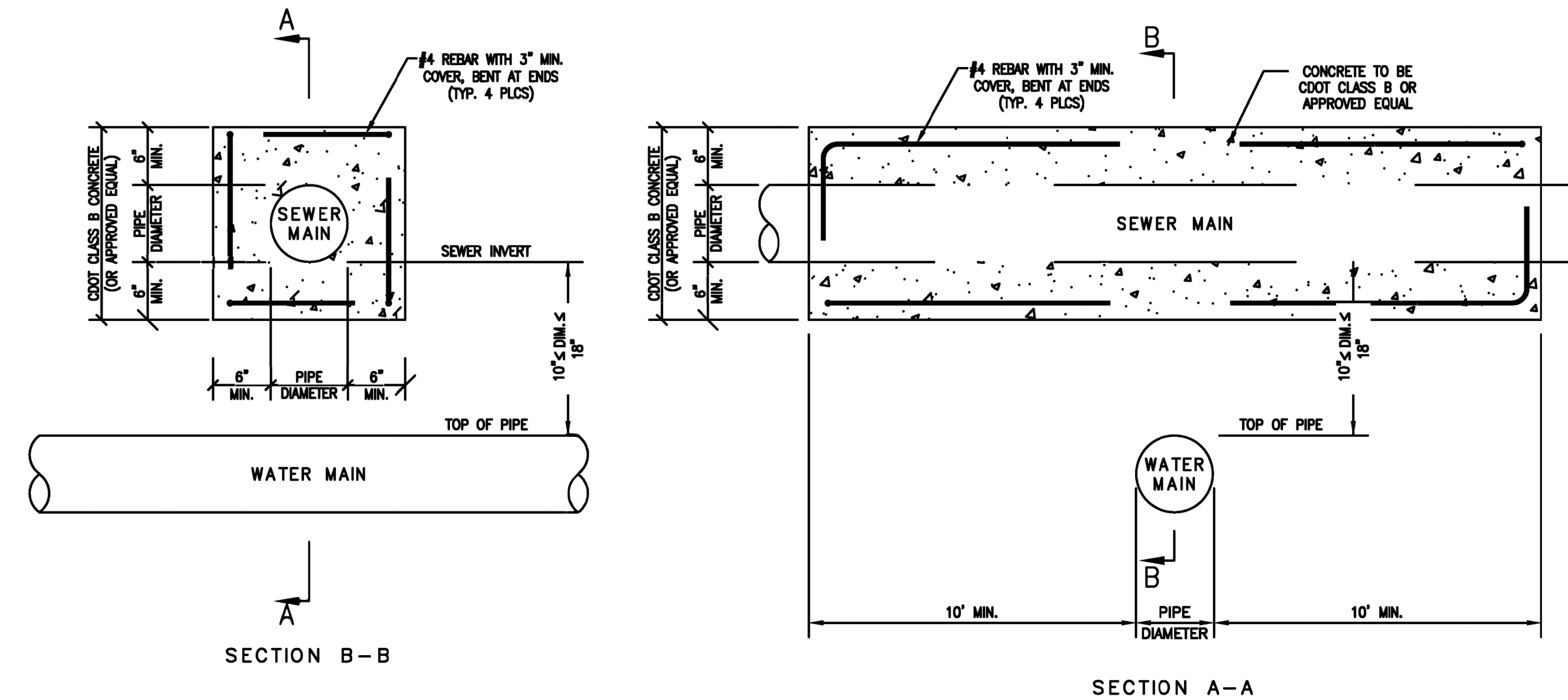
SCALE: \_\_\_\_\_

SHEET NO. **C9**

**STREET MANHOLE RING & COVER:**  
 DEETER 1266 OR APPROVED EQUAL  
 Street MH Ring & Cover 290 Lb. Min.  
 Street Manhole Ring & Cover to be Machined.

**GENERAL NOTE:**  
 Precast Manholes Shall Conform  
 to ASTM Specification C 478, with  
 Revisions.

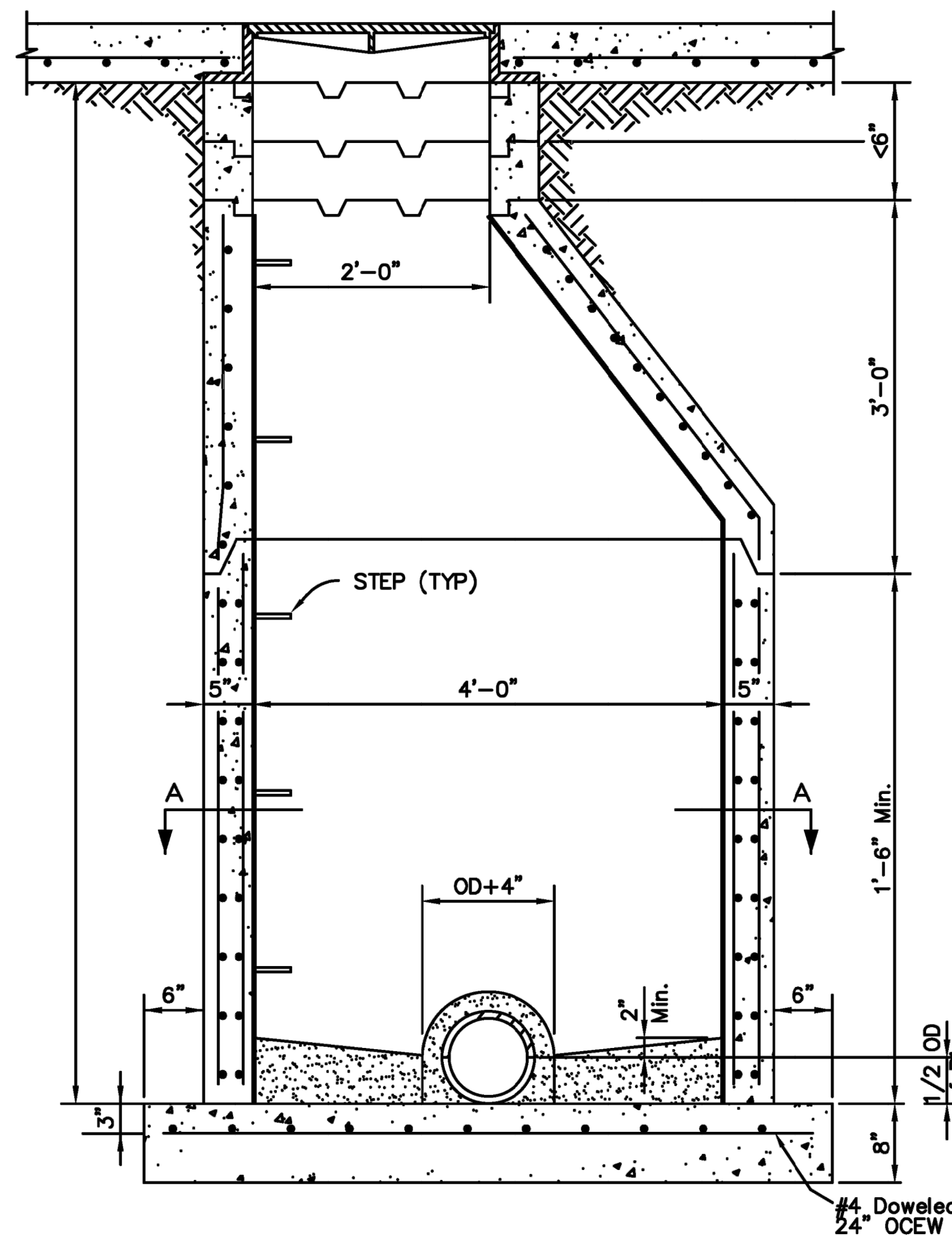
\* SANITARY OR STORM SEWER



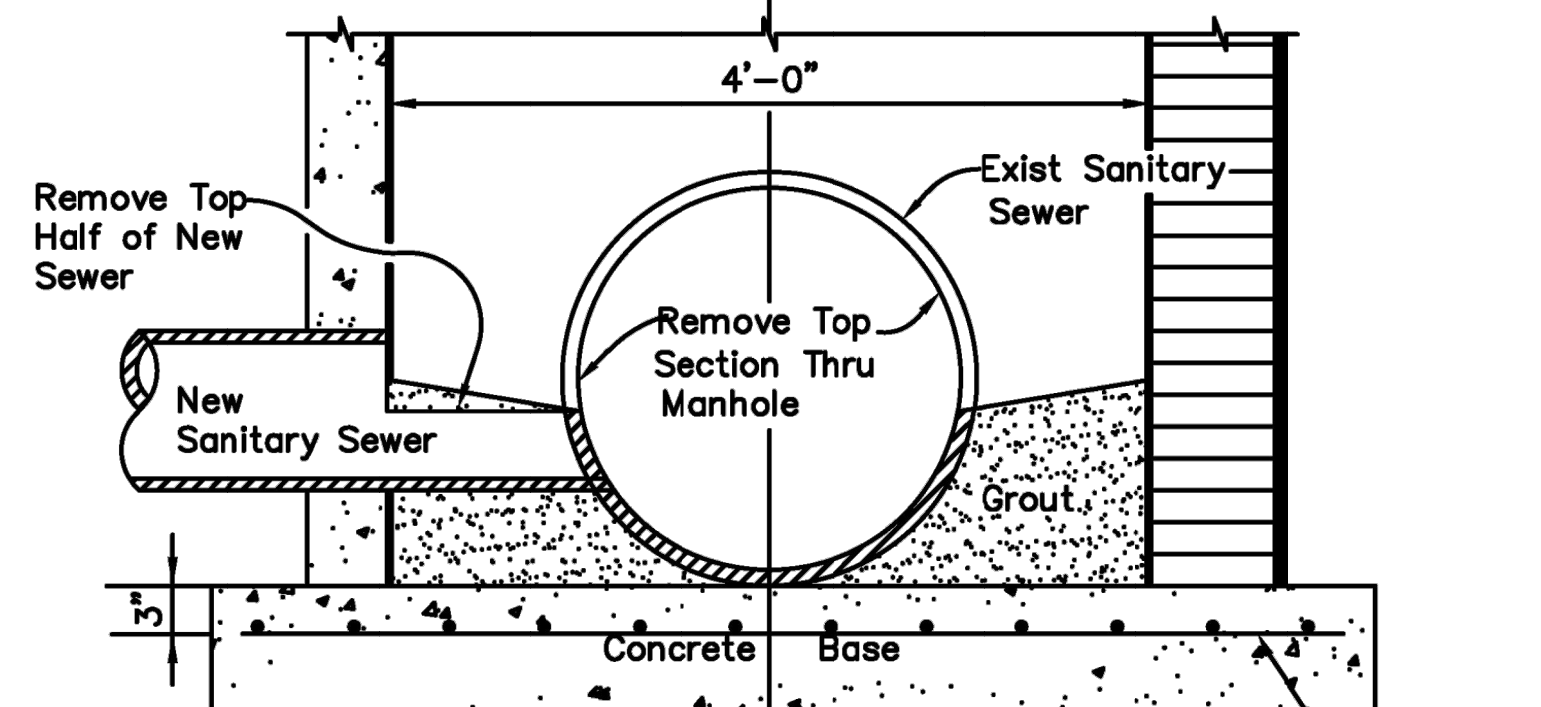
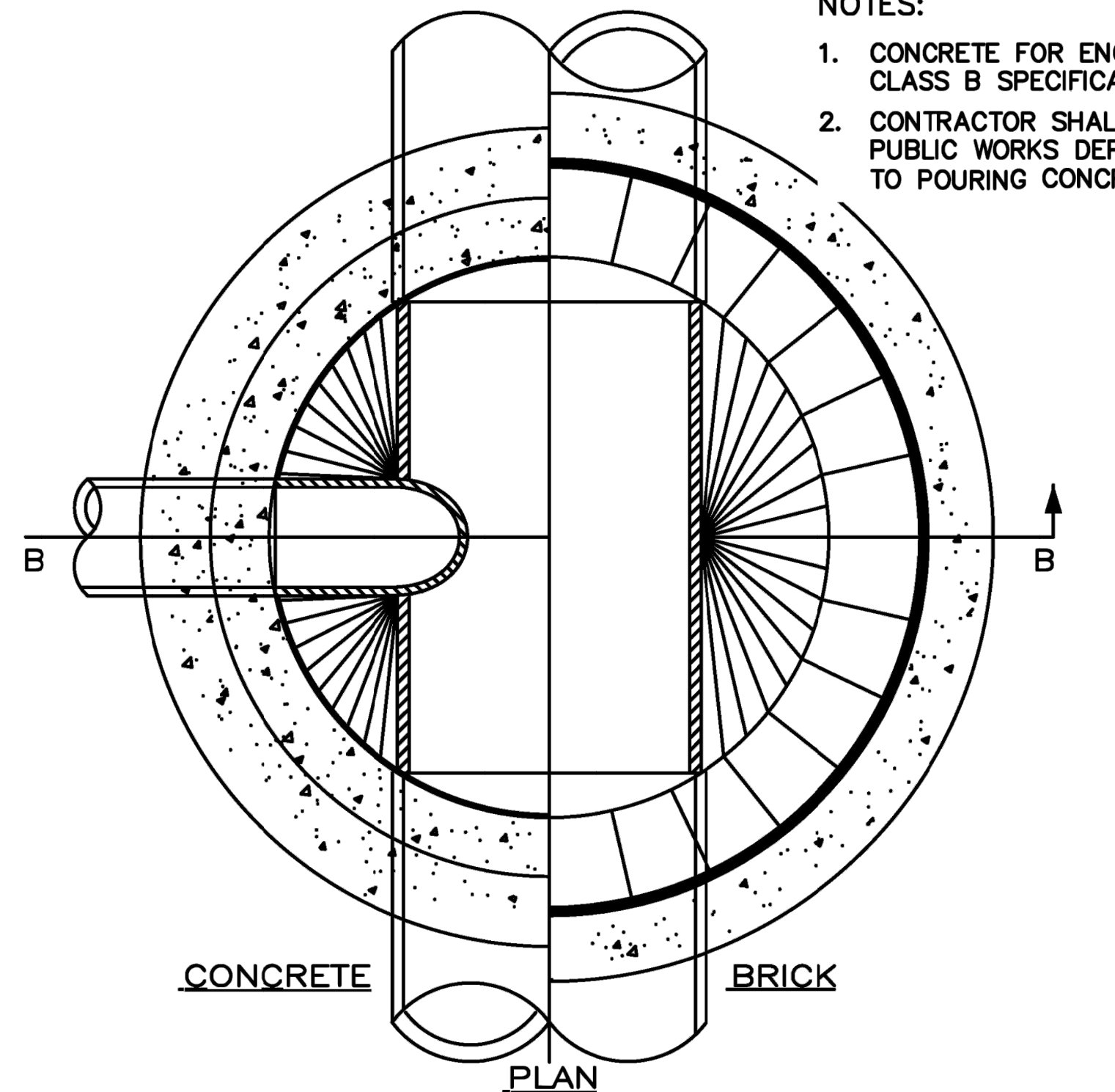
**NOTES:**

1. CONCRETE FOR ENCASEMENT SHALL MEET CDOT CLASS B SPECIFICATIONS.
2. CONTRACTOR SHALL CONTACT THE CITY OF SALIDA PUBLIC WORKS DEPARTMENT FOR INSPECTION PRIOR TO POURING CONCRETE AND/OR BACKFILLING.

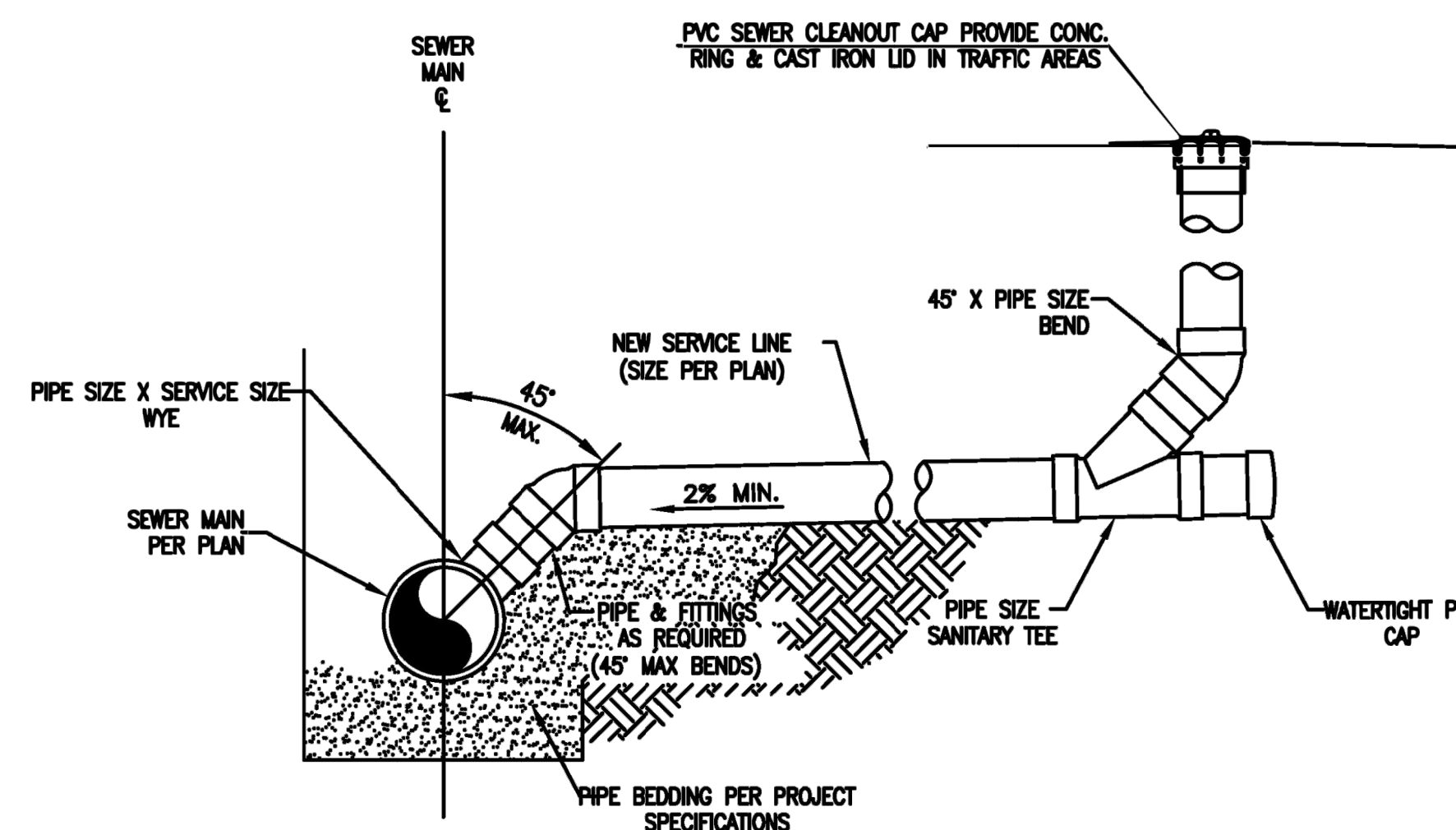
**S 2 CONCRETE SEWER ENCASEMENT DETAIL**



**S 1 MANHOLE STANDARD DETAIL**



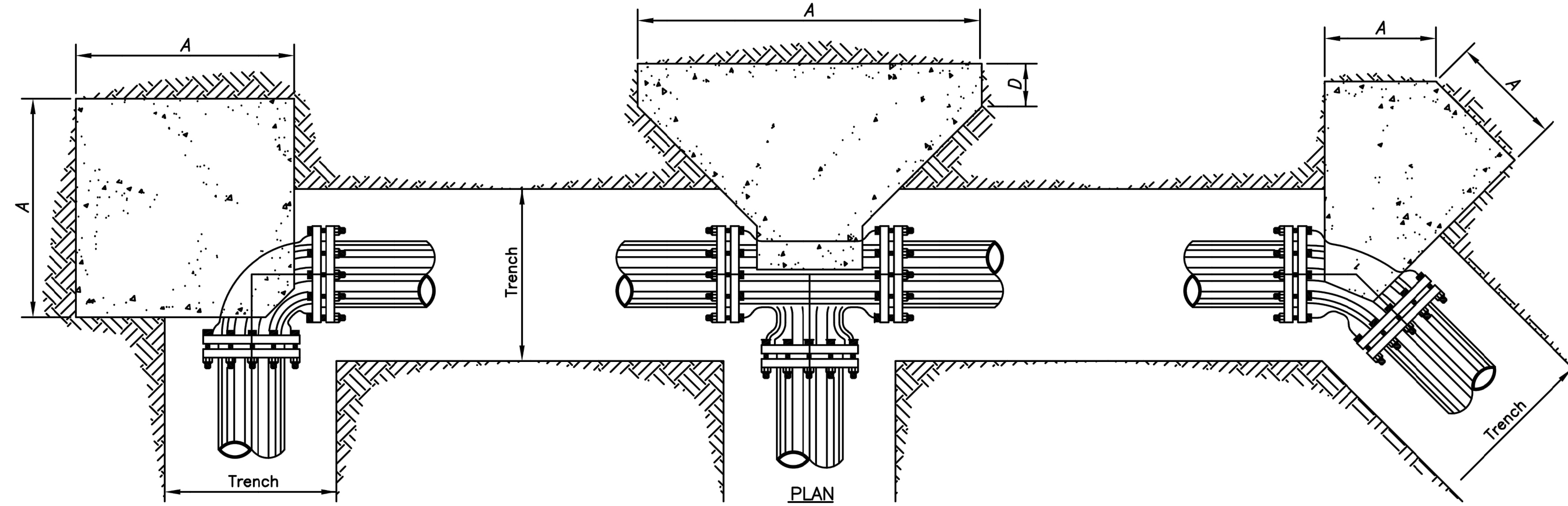
**SECTION B-B  
 NEW SEWER CONNECTION  
 (Manhole Connected over Exist SS Main)**



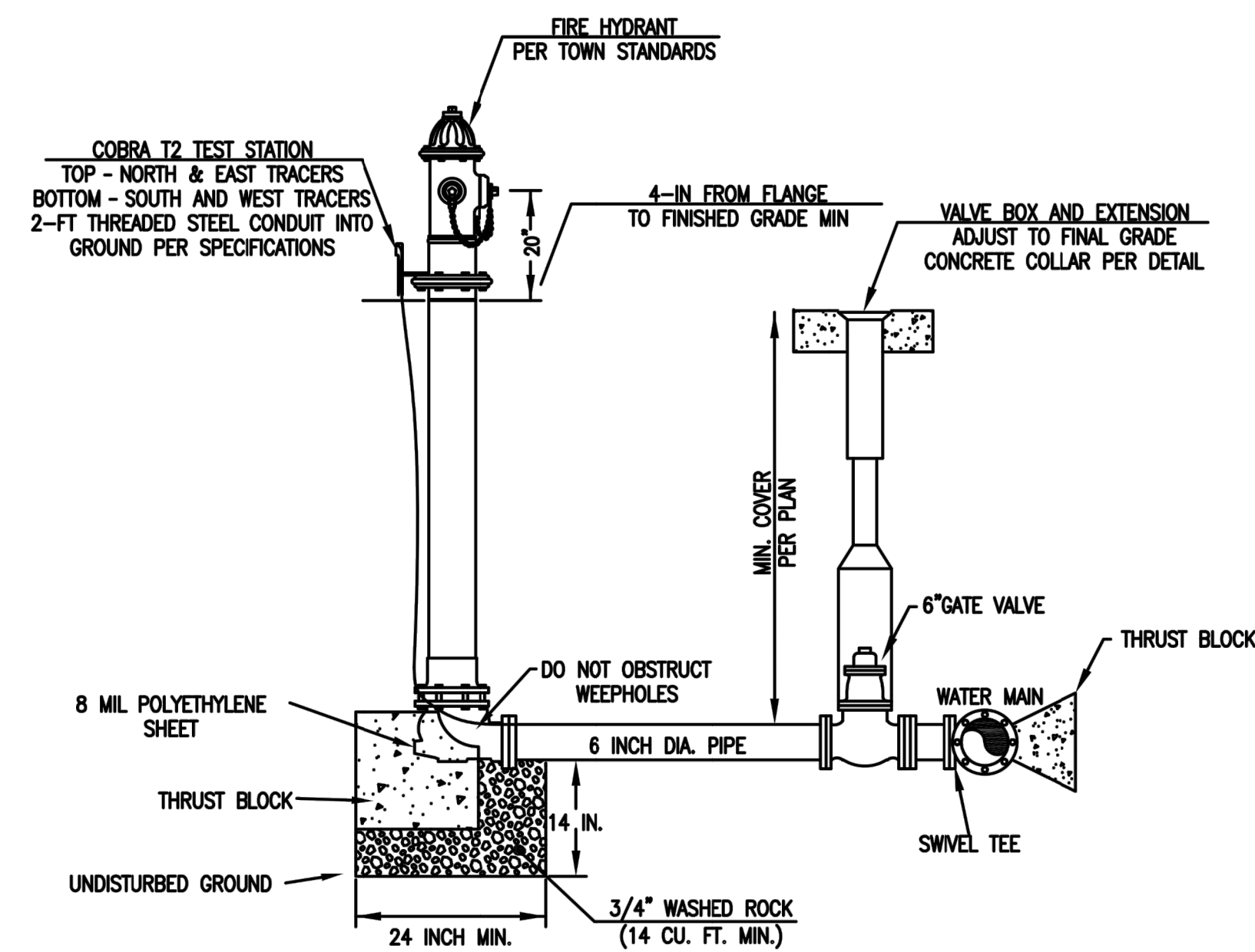
**S 3 SEWER SERVICE TAP DETAIL**

CITY OF SALIDA, COLORADO PUBLIC WORKS		
STANDARD DETAILS SANITARY OR STORM SEWER DETAILS		
DATE: Nov 2018	SCALE: Not to Scale	SHEET: BY: MCL
FILENAME: 10_SALIDA_Sanitary_Sewer_Details.dwg		

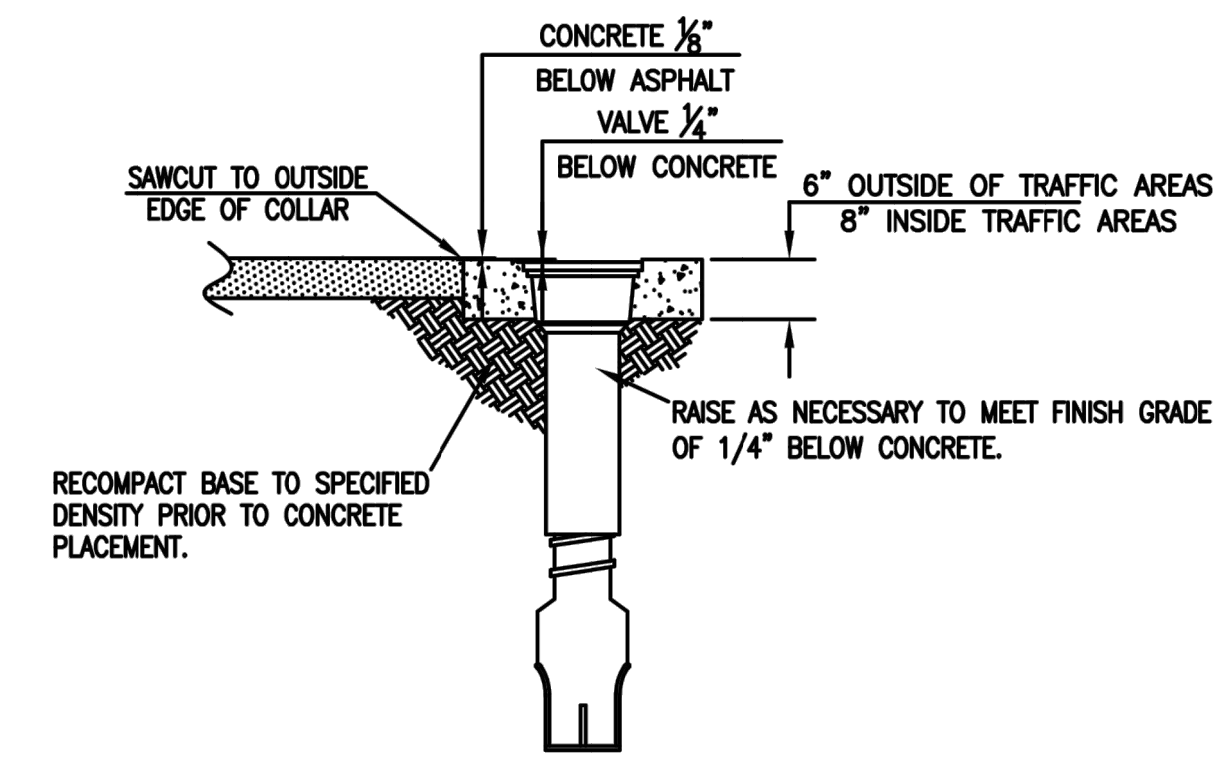
BLOCKING SCHEDULE WATER DISTRIBUTION FITTINGS												
PIPE "D"	TEES & PLUGS			90°			45°			22.5°		
	A	B	C	A	B	C	A	B	C	A	B	C
4	16	12	16	12	16	12	16	12	16	12	16	12
6	18	12	18	16	18	12	18	12	18	12	18	12
8	24	16	24	16	24	16	24	16	24	16	24	16
10	30	20	30	16	30	20	30	20	30	20	30	20
12	36	24	36	18	36	24	36	24	36	24	36	24
16	48	32	48	18	48	32	48	24	48	32	48	24
20	60	40	60	18	60	40	60	40	60	40	60	40
24	72	48	72	18	72	48	72	48	72	48	72	48
30	96	64	96	18	96	64	96	64	96	64	96	64



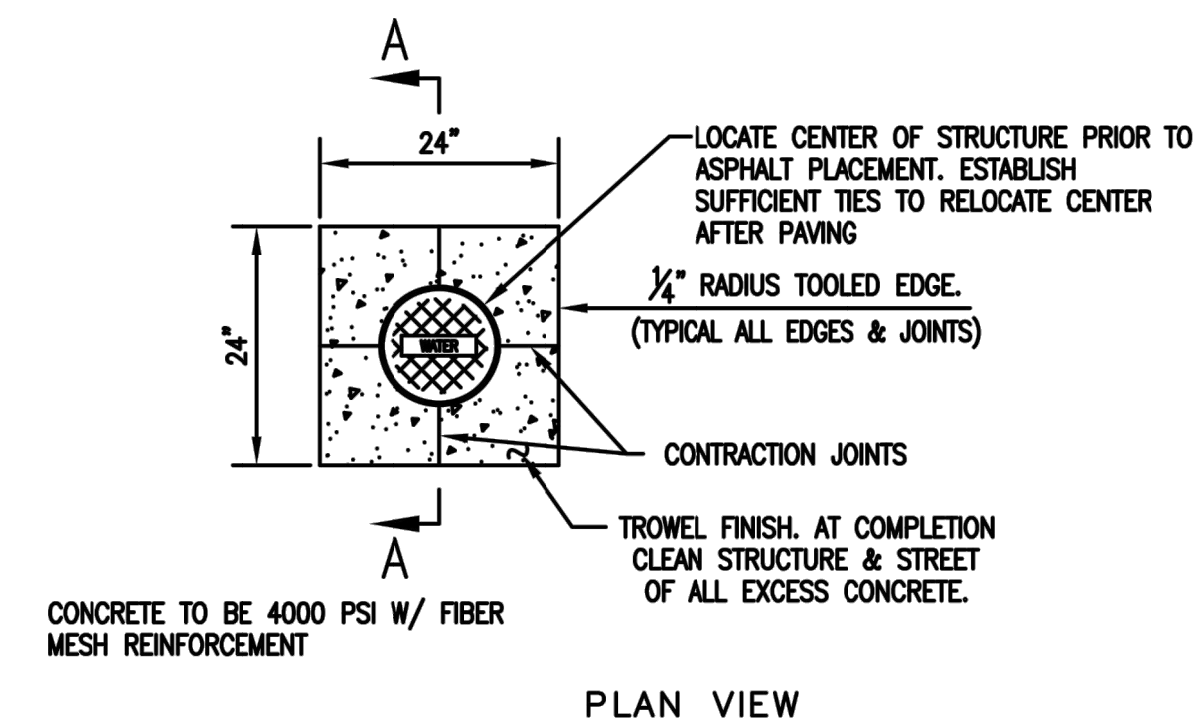
WD THRUST BLOCK  
1 DETAIL



WD FIRE HYDRANT ASSEMBLY  
2 DETAIL



SECTION A-A



PLAN VIEW

WD WATER VALVE CONCRETE COLLAR  
3 DETAIL

GENERAL NOTES

1. Water Lines Shall Have A Minimum Cover Of 4'-6" Or More As Shown On Profiles.
2. All Valves On Mains & Fire Hydrant Leads Shall Be Installed With Valve Box Assemblies.
3. The Size Of Valve Box Assembly To Be Installed Shall Be Determined By The Type And Size Of Valve.
4. Valve Box Caps Shall Have The Word "water" Cast In The Top.

CITY OF SALIDA, COLORADO  
PUBLIC WORKS

STANDARD DETAILS  
WATER DISTRIBUTION DETAILS

DATE: Nov 2018	SCALE: Not to Scale	SHEET: BY:
FILENAME: 11_Salida_Water_Distribution_Details.dwg		







# GENERAL DEVELOPMENT APPLICATION

448 East First Street, Suite 112  
Salida, CO 81201  
Phone: 719-530-2626 Fax: 719-539-5271  
Email: [planning@cityofsalida.com](mailto:planning@cityofsalida.com)

## 1. TYPE OF APPLICATION (Check-off as appropriate)

- |  |  |
|--|--|
| <input type="checkbox"/> Annexation                          | <input type="checkbox"/> Administrative Review:<br>(Type) _____              |
| <input type="checkbox"/> Pre-Annexation Agreement            |  |
| <input type="checkbox"/> Variance                            | <input type="checkbox"/> Limited Impact Review:<br>(Type) _____              |
| <input type="checkbox"/> Appeal Application (Interpretation) |  |
| <input type="checkbox"/> Certificate of Approval             | <input checked="" type="checkbox"/> Major Impact Review:<br>(Type) <u>PD</u> |
| <input type="checkbox"/> Creative Sign Permit                |  |
| <input type="checkbox"/> Historic Landmark/District          | <input type="checkbox"/> Other: _____  |
| <input type="checkbox"/> License to Encroach                 |  |
| <input type="checkbox"/> Text Amendment to Land Use Code     |  |
| <input type="checkbox"/> Watershed Protection Permit         |  |
| <input type="checkbox"/> Conditional Use                     |  |

## 2. GENERAL DATA (To be completed by the applicant)

### A. Applicant Information

Name of Applicant: David La Rochelle / Mark Lee

Mailing Address: PO Box 691 Salida Co 81201

Telephone Number: 404-301-5816 FAX: \_\_\_\_\_

Email Address: dauidlarochelle1@yahoo.com

Power of Attorney/ Authorized Representative: \_\_\_\_\_  
(Provide a letter authorizing agent to represent you, include representative's name, street and mailing address, telephone number, and FAX)

### B. Site Data

Name of Development: Holman Court LLC

Street Address: LOT 2 Holman Ave.

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_ (attach description)

Disclosure of Ownership: List all owners' names, mortgages, liens, easements, judgments, contracts and agreements that run with the land. (May be in the form of a current certificate from a title insurance company, deed, ownership and encumbrance report, attorney's opinion, or other documentation acceptable to the City Attorney)

I certify that I have read the application form and that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Signature of applicant/agent [Signature] Date 9-21-20

Signature of property owner \_\_\_\_\_ Date \_\_\_\_\_

City of Salida  
448 E. First St.  
Suite 112  
Salida, Co. 81201

David LaRochelle and Mark Lee  
Holman Court LLC  
Lot 2 Holman Ave.  
Salida, Co. 81210

RE: Lot 2 Holman Ave.

We respectfully submit this application to subdivide and develop the current parcel known as Lot 2 Holman Ave. Salida Co. Parcel # 380706400150

We propose to subdivide the current 1.712 +/- Acres into Eight 7245 +/- Sq. Ft. Duplex Lots. Approximately 45' x 161' totaling 16 units. 2 of the units are proposed to be affordable housing. Each unit will include 2 off street parking spaces, totaling 32 off street spaces and 14 on street spaces.

The current gravel private road easement will be paved including improved curb, gutter, and appropriate drainage for the site. Separate utilities Gas, Sewer, Water, and Electrical are to be installed for each of the 16 units.

Mark Lee (Manager) Owner



David LaRochelle (Manager) Owner



Holman Court LLC.





# LIMITED IMPACT & MAJOR IMPACT SUBMITTAL REQUIREMENTS

448 East First Street, Suite 112  
Salida, CO 81201  
Phone: 719-530-2626 Fax: 719-539-5271  
Email: [planning@cityofsalida.com](mailto:planning@cityofsalida.com)

*An application is meant to highlight the requirements and procedures of the Land Use Code. With any development application, it is the responsibility of the applicant to read, understand, and follow all of the provisions of the Land Use Code.*

## 1. PROCEDURE (Section 16-3-80)

**A. Development Process** (City Code Section 16-3-50) Any application for approval of a development permit shall include a written list of information which shall constitute the applicant's development plan, which shall be that information necessary to determine whether the proposed development complies with this Code. The development plan shall include the following, as further specified for each level of review on the pre-application checklist:

1. Pre-Application Conference (Limited Impact and Major Impact Review Applications)
2. Submit Application
4. Staff Review. Staff report or decision forwarded to the applicant (Administrative review)
5. Public Notice
6. Public Hearing with Planning Commission (Limited Impact and Major Impact Review Applications)
7. Public Notice
8. Hearing Conducted by City Council (Major Impact Review)

## **B. Application Contents** (City Code Section 16-3-50)

1. A copy of a current survey or the duly approved and recorded subdivision plat covering the subject lots where the proposal is for development on previously subdivided or platted lots;
2. A brief written description of the proposed development signed by the applicant;
3. Special Fee and Cost Reimbursement Agreement completed.
4. Public Notice.
  - a) List. A list shall be submitted by the applicant to the city of adjoining property owners' names and addresses. A property owner is considered adjoining if it is within 175 feet of the subject property regardless of public ways. The list shall be created using the current Chaffee County tax records.
  - b) Postage Paid Envelopes. Each name on the list shall be written on a postage-paid envelope. Postage is required for up to one ounce. Return Address shall be: City of Salida, 448 E. First Street, Suite 112, Salida, CO 81201.
  - c) Applicant is responsible for posting the property and submittal of notarized affidavits for proof of posting the public notice.
5. Developments involving construction shall provide the following information:

(i) A development plan map, at a scale of one (1) inch equals fifty (50) feet or larger with title, date, north arrow and scale on a minimum sheet size of eight and one-half (8½) inches by eleven (11) inches, which depicts the area within the boundaries of the subject lot, including:

- a. The locations of existing and proposed land uses, the number of dwelling units and the square footage of building space devoted to each use;
- b. The location and dimensions, including building heights, of all existing and proposed Buildings or structures and setbacks from lot lines or building envelopes where exact dimensions are not available;
- c. Parking spaces;
- d. Utility distribution systems, utility lines, and utility easements;
- e. Drainage improvements and drainage easements;
- f. Roads, alleys, curbs, curb cuts and other access improvements;
- g. Any other improvements;
- h. Any proposed reservations or dedications of public right-of-way, easements or other public lands, and
- i. Existing topography and any proposed changes in topography, using five-foot contour intervals or ten-foot contour intervals in rugged topography.

(ii) 24" x 36" paper prints certified by a licensed engineer and drawn to meet City specifications to depict the following:

- a. Utility plans for water, sanitary sewer, storm sewer, electric, gas and telephone lines;
- b. Plans and profiles for sanitary and storm sewers; and
- c. Profiles for municipal water lines; and
- d. Street plans and profiles.

(iii) Developments in the major impact review procedure shall provide a development plan map on paper prints of twenty-four (24) inches by thirty-six (36) inches, with north arrow and scale, and with title and date in lower right corner, at a scale of one (1) inch equals fifty (50) feet or larger which depicts the area within the boundaries of the subject lots and including those items in Section 16-3-40(a)(3).

6. Any request for zoning action, including review criteria for a requested conditional use (Sec. 16-4-190) or zoning variance (Sec. 16-4-180);

7. Any subdivision request including a plat meeting the requirements of Section 16-6-110;

8. Any other information which the Administrator determines is necessary to determine whether the proposed development complies with this Code, including but not limited to the following:

(i) A tabular summary of the development proposal, which identifies the total proposed development area in acres, with a breakdown of the percentages and amounts devoted to specific land uses; total number and type of proposed residential units; total number of square feet of proposed nonresidential space; number of proposed lots; and sufficient information to demonstrate that the plat conforms with all applicable dimensional standards and off-street parking requirements.

(ii) A description of those soil characteristics of the site which would have a significant influence on the proposed use of the land, with supporting soil maps, soil logs and classifications sufficient to enable evaluation of soil suitability for development purposes. Data furnished by the USDA Natural Resource Conservation Service or a licensed engineer shall be used. The data shall include the shrink/swell potential of the soils, the groundwater levels and the resulting foundation requirements. Additional data may be required by the City if deemed to be warranted due to unusual site conditions.

(iii) A report on the geologic characteristics of the area, including any potential natural or man-made hazards which would have a significant influence on the proposed use of the land, including but not limited to hazards from steep or unstable slopes, rockfall, faults, ground subsidence or radiation, a determination of what effect such factors would have, and proposed corrective or protective measures.

(iv) Engineering specifications for any improvements.

(v) A plan for erosion and sediment control, stabilization and revegetation.

(vi) A traffic analysis prepared by a qualified expert, including projections of traffic volumes to be generated by the development and traffic flow patterns, to determine the impacts of a proposed development on surrounding City streets and to evaluate the need for road improvements to be made.

(vii) A storm drainage analysis consisting of the following:

(a) A layout map (which may be combined with the topographic map) showing the method of moving storm sewer water through the subdivision shall be provided. The map shall also show runoff concentrations in acres of drainage area on each street entering each intersection. Flow arrows shall clearly show the complete runoff flow pattern at each intersection. The location, size and grades of culverts, drain inlets and storm drainage sewers shall be shown, as applicable.

(b) The applicant shall demonstrate the adequacy of drainage outlets by plan, cross-section and/or notes and explain how diverted stormwater will be handled after it leaves the subdivision. Details for ditches and culverts shall be submitted, as applicable.

(c) The projected quantity of stormwater entering the subdivision naturally from areas outside of subdivision and the quantities of flow at each pickup point shall be calculated.

(viii) Evidence of adequate water supply and sanitary sewer service - Data addressing the population planned to occupy the proposed subdivision and future development phases and other developments that may need to be served by extensions of the proposed water supply and sewage disposal systems. The resulting domestic, irrigation and fire flow demands shall be expressed in terms of gallons of water needed on an average day and at peak time, and the resulting amounts of sewage to be treated shall be expressed in gallons per day.

(ix) An analysis shall be submitted addressing how water for domestic use and for fire flows is to be provided, along with the collection and treatment of sewage generated by the property to be subdivided.

(x) A statement shall be submitted addressing the quantity, quality and availability of any water that is attached to the land.

(xi) A preliminary estimate of the cost of all required public improvements, tentative development schedule (with development phases identified), proposed or existing covenants and proposed maintenance and performance guarantees. The applicant shall submit, at least in summary or outline form, any agreements as may be required by Section 16-2-70, relating to improvements and dedications.

(xii) If intending to use solar design in the development, include a description of the steps that have been taken to protect and enhance the use of solar energy in the proposed subdivision. This shall include how the streets and lots have been laid out and how the buildings will be sited to enhance solar energy usage.

(xiii) If applicable, a report shall be submitted identifying the location of the one-hundred-year floodplain and the drainageways near or affecting the property being subdivided. If any portion of a one-hundred-year floodplain is located on the property, the applicant shall also identify the floodway and floodway fringe area. The applicant shall also describe the steps that will be taken to ensure that development locating in the floodway fringe area is accomplished in a manner which meets Federal Insurance Administration standards.

(xiv) If applicable, a report shall be submitted on the location of wetlands, as defined by the U.S. Army Corp of Engineers, on or affecting the property being subdivided. The report shall outline the development techniques planned to ensure compliance with federal, state and local regulations.

(xv) A landscape plan, meeting the specifications of Section 16-8-90.

(xvi) If applicable, a description of how the proposal will comply with the standards of any of the overlays.

(xvii) A site plan for parks, trails and/or open space meeting the requirements of Section 16-6-110 below. If an alternate site dedication or fee in lieu of dedication is proposed, detailed information about the proposal shall be submitted.

(xviii) All development and subdivision naming shall be subject to approval by the City. No development or subdivision name shall be used which will duplicate or be confused with the name of any existing street or development in the City or the County;

9. An access permit from the Colorado Department of Transportation; and

10. A plan for locations and specifications of street lights, signs and traffic control devices.

## 2. REVIEW STANDARDS (If necessary, attach additional sheets)

The application for Limited or Major Impact Review shall comply with the following standards.

### 1. Consistency with Comprehensive Plan. The use shall be consistent with the City's Comprehensive Plan.

The Development is consistent with the City of Salida's comprehensive plan including the cities need for additional residential housings well as affordable housing.

### 2. Conformance to Code. The use shall conform to all other applicable provisions of this Land Use Code, including, but not limited to:

- a. Zoning District Standards. The purpose of the zone district in which it is located, the dimensional standards of that zone district, and any standards applicable to the particular use, all as specified in Article 5, Use and Dimensional Standards.

The development conforms to zoning district standards and use. Refer to development plan for detailed standards for use and dimensional standards. The development meets adequate parking, landscaping and green

- b. Site Development Standards. The parking, landscaping, sign and improvements standards.

The development meets adequate parking, landscaping and green space, sign and development standards

### 3. Use Appropriate and Compatible. The use shall be appropriate to its proposed location and be compatible with the character of neighboring uses, or enhance the mixture of complementary uses and activities in the immediate vicinity.

The project is appropriate and compatible to its proposed location. The mixture of much needed higher density residential to compliment the surrounding neighborhood and facilities. Enhance the surrounding area and fulfill the cities need for housing and affordable housing.

**4. Nuisance.** The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and similar conditions.

The proposed development does not create a nuisance and is respectable to the surrounding neighborhood and area. Not to create any obtrusive conditions, rather enhance the surrounding properties.

**5. Facilities.** There shall be adequate public facilities in place to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies which the use would cause.

There are adequate public facilities planned for the proposed use, and shall not cause any service deficiencies.

**6. Environment.** The use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features. As applicable, the proposed use shall mitigate its adverse impacts on the environment.

The project will not cause any significant deterioration of resources and habitat. Refer to development plan for adequate onsite drainage and best management practices.



# GENERAL DEVELOPMENT APPLICATION

Item 12.

448 East First Street, Suite 112  
Salida, CO 81201  
Phone: 719-530-2626 Fax: 719-539-5271  
Email: [planning@cityofsalida.com](mailto:planning@cityofsalida.com)

## 1. TYPE OF APPLICATION (Check-off as appropriate)

- Annexation
- Pre-Annexation Agreement
- Variance
- Appeal Application (Interpretation)
- Certificate of Approval
- Creative Sign Permit
- Historic Landmark/District
- License to Encroach
- Text Amendment to Land Use Code
- Watershed Protection Permit
- Conditional Use
- Administrative Review:  
(Type) \_\_\_\_\_
- Limited Impact Review:  
(Type) \_\_\_\_\_
- Major Impact Review:  
(Type) Subdivision
- Other: \_\_\_\_\_

## 2. GENERAL DATA (To be completed by the applicant)

### A. Applicant Information

Name of Applicant: Holman Court LLC David La Roche  
402-301-5816  
Mark Lee  
808-280-1015

Mailing Address: PO Box 691

Telephone Number: 402-301-5816 FAX: \_\_\_\_\_

Email Address: davidlarochellc@yahoo.com Mark.Bilder@MAC.com

Power of Attorney/ Authorized Representative: \_\_\_\_\_  
(Provide a letter authorizing agent to represent you, include representative's name, street and mailing address, telephone number, and FAX)

### B. Site Data

Name of Development: Holman Court LLC

Street Address: Lot 2 Holman Ave Salida Co 81201

Legal Description: Lot 2 Block \_\_\_\_\_ Subdivision Ambrose (attach description)  
Parcel: 380 706 400 150

Disclosure of Ownership: List all owners' names, mortgages, liens, easements, judgments, contracts and agreements that run with the land. (May be in the form of a current certificate from a title insurance company, deed, ownership and encumbrance report, attorney's opinion, or other documentation acceptable to the City Attorney)

I certify that I have read the application form and that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Signature of applicant/agent \_\_\_\_\_ Date 10-27-20

Signature of property owner \_\_\_\_\_ Date 10-27-20

City of Salida  
448 E. First St.  
Suite 112  
Salida, Co. 81201

David LaRochelle and Mark Lee  
Holman Court LLC  
Lot 2 Holman Ave.  
Salida, Co. 81210

RE: Lot 2 Holman Ave.

We respectfully submit this application to subdivide and develop the current parcel known as Lot 2 Holman Ave. Salida Co. Parcel # 380706400150

We propose to subdivide the current 1.712 +/- Acres into Eight 7245 +/- Sq. Ft. Duplex Lots. Approximately 45' x 161' totaling 16 units. 2 of the units are proposed to be affordable housing. Each unit will include 2 off street parking spaces, totaling 32 off street spaces and 14 on street spaces.

The current gravel private road easement will be paved including improved curb, gutter, and appropriate drainage for the site. Separate utilities Gas, Sewer, Water, and Electrical are to be installed for each of the 16 units.

Mark Lee (Manager) Owner



David LaRochelle (Manager) Owner



Holman Court LLC.





## LIMITED IMPACT & MAJOR IMPACT SUBMITTAL REQUIREMENTS

448 East First Street, Suite 112  
Salida, CO 81201  
Phone: 719-530-2626 Fax: 719-539-5271  
Email: [planning@cityofsalida.com](mailto:planning@cityofsalida.com)

*An application is meant to highlight the requirements and procedures of the Land Use Code. With any development application, it is the responsibility of the applicant to read, understand, and follow all of the provisions of the Land Use Code.*

### 1. PROCEDURE (Section 16-3-80)

**A. Development Process (City Code Section 16-3-50)** Any application for approval of a development permit shall include a written list of information which shall constitute the applicant's development plan, which shall be that information necessary to determine whether the proposed development complies with this Code. The development plan shall include the following, as further specified for each level of review on the pre-application checklist:

1. Pre-Application Conference (Limited Impact and Major Impact Review Applications)
2. Submit Application
4. Staff Review. Staff report or decision forwarded to the applicant (Administrative review)
5. Public Notice
6. Public Hearing with Planning Commission (Limited Impact and Major Impact Review Applications)
7. Public Notice
8. Hearing Conducted by City Council (Major Impact Review)

### **B. Application Contents (City Code Section 16-3-50)**

1. A copy of a current survey or the duly approved and recorded subdivision plat covering the subject lots where the proposal is for development on previously subdivided or platted lots;
2. A brief written description of the proposed development signed by the applicant;
3. Special Fee and Cost Reimbursement Agreement completed.
4. Public Notice.
  - a) List. A list shall be submitted by the applicant to the city of adjoining property owners' names and addresses. A property owner is considered adjoining if it is within 175 feet of the subject property regardless of public ways. The list shall be created using the current Chaffee County tax records.
  - b) Postage Paid Envelopes. Each name on the list shall be written on a postage-paid envelope. Postage is required for up to one ounce. Return Address shall be: City of Salida, 448 E. First Street, Suite 112, Salida, CO 81201.
  - c) Applicant is responsible for posting the property and submittal of notarized affidavits for proof of posting the public notice.
5. Developments involving construction shall provide the following information:

(i) A development plan map, at a scale of one (1) inch equals fifty (50) feet or larger with title, date, north arrow and scale on a minimum sheet size of eight and one-half (8½) inches by eleven (11) inches, which depicts the area within the boundaries of the subject lot, including:

- a. The locations of existing and proposed land uses, the number of dwelling units and the square footage of building space devoted to each use;
- b. The location and dimensions, including building heights, of all existing and proposed Buildings or structures and setbacks from lot lines or building envelopes where exact dimensions are not available;
- c. Parking spaces;
- d. Utility distribution systems, utility lines, and utility easements;
- e. Drainage improvements and drainage easements;
- f. Roads, alleys, curbs, curb cuts and other access improvements;
- g. Any other improvements;
- h. Any proposed reservations or dedications of public right-of-way, easements or other public lands, and
- i. Existing topography and any proposed changes in topography, using five-foot contour intervals or ten-foot contour intervals in rugged topography.

(ii) 24" x 36" paper prints certified by a licensed engineer and drawn to meet City specifications to depict the following:

- a. Utility plans for water, sanitary sewer, storm sewer, electric, gas and telephone lines;
- b. Plans and profiles for sanitary and storm sewers; and
- c. Profiles for municipal water lines; and
- d. Street plans and profiles.

(iii) Developments in the major impact review procedure shall provide a development plan map on paper prints of twenty-four (24) inches by thirty-six (36) inches, with north arrow and scale, and with title and date in lower right corner, at a scale of one (1) inch equals fifty (50) feet or larger which depicts the area within the boundaries of the subject lots and including those items in Section 16-3-40(a)(3).

6. Any request for zoning action, including review criteria for a requested conditional use (Sec. 16-4-190) or zoning variance (Sec. 16-4-180);

7. Any subdivision request including a plat meeting the requirements of Section 16-6-110;

8. Any other information which the Administrator determines is necessary to determine whether the proposed development complies with this Code, including but not limited to the following:

(i) A tabular summary of the development proposal, which identifies the total proposed development area in acres, with a breakdown of the percentages and amounts devoted to specific land uses; total number and type of proposed residential units; total number of square feet of proposed nonresidential space; number of proposed lots; and sufficient information to demonstrate that the plat conforms with all applicable dimensional standards and off-street parking requirements.

(ii) A description of those soil characteristics of the site which would have a significant influence on the proposed use of the land, with supporting soil maps, soil logs and classifications sufficient to enable evaluation of soil suitability for development purposes. Data furnished by the USDA Natural Resource Conservation Service or a licensed engineer shall be used. The data shall include the shrink/swell potential of the soils, the groundwater levels and the resulting foundation requirements. Additional data may be required by the City if deemed to be warranted due to unusual site conditions.

(iii) A report on the geologic characteristics of the area, including any potential natural or man-made hazards which would have a significant influence on the proposed use of the land, including but not limited to hazards from steep or unstable slopes, rockfall, faults, ground subsidence or radiation, a determination of what effect such factors would have, and proposed corrective or protective measures.

(iv) Engineering specifications for any improvements.

(v) A plan for erosion and sediment control, stabilization and revegetation.

(vi) A traffic analysis prepared by a qualified expert, including projections of traffic volumes to be generated by the development and traffic flow patterns, to determine the impacts of a proposed development on surrounding City streets and to evaluate the need for road improvements to be made.

(vii) A storm drainage analysis consisting of the following:

(a) A layout map (which may be combined with the topographic map) showing the method of moving storm sewer water through the subdivision shall be provided. The map shall also show runoff concentrations in acres of drainage area on each street entering each intersection. Flow arrows shall clearly show the complete runoff flow pattern at each intersection. The location, size and grades of culverts, drain inlets and storm drainage sewers shall be shown, as applicable.

(b) The applicant shall demonstrate the adequacy of drainage outlets by plan, cross-section and/or notes and explain how diverted stormwater will be handled after it leaves the subdivision. Details for ditches and culverts shall be submitted, as applicable.

(c) The projected quantity of stormwater entering the subdivision naturally from areas outside of subdivision and the quantities of flow at each pickup point shall be calculated.

(viii) Evidence of adequate water supply and sanitary sewer service - Data addressing the population planned to occupy the proposed subdivision and future development phases and other developments that may need to be served by extensions of the proposed water supply and sewage disposal systems. The resulting domestic, irrigation and fire flow demands shall be expressed in terms of gallons of water needed on an average day and at peak time, and the resulting amounts of sewage to be treated shall be expressed in gallons per day.

(ix) An analysis shall be submitted addressing how water for domestic use and for fire flows is to be provided, along with the collection and treatment of sewage generated by the property to be subdivided.

(x) A statement shall be submitted addressing the quantity, quality and availability of any water that is attached to the land.

(xi) A preliminary estimate of the cost of all required public improvements, tentative development schedule (with development phases identified), proposed or existing covenants and proposed maintenance and performance guarantees. The applicant shall submit, at least in summary or outline form, any agreements as may be required by Section 16-2-70, relating to improvements and dedications.

(xii) If intending to use solar design in the development, include a description of the steps that have been taken to protect and enhance the use of solar energy in the proposed subdivision. This shall include how the streets and lots have been laid out and how the buildings will be sited to enhance solar energy usage.

(xiii) If applicable, a report shall be submitted identifying the location of the one-hundred-year floodplain and the drainageways near or affecting the property being subdivided. If any portion of a one-hundred-year floodplain is located on the property, the applicant shall also identify the floodway and floodway fringe area. The applicant shall also describe the steps that will be taken to ensure that development locating in the floodway fringe area is accomplished in a manner which meets Federal Insurance Administration standards.

(xiv) If applicable, a report shall be submitted on the location of wetlands, as defined by the U.S. Army Corp of Engineers, on or affecting the property being subdivided. The report shall outline the development techniques planned to ensure compliance with federal, state and local regulations.

(xv) A landscape plan, meeting the specifications of Section 16-8-90.

(xvi) If applicable, a description of how the proposal will comply with the standards of any of the overlays.

(xvii) A site plan for parks, trails and/or open space meeting the requirements of Section 16-6-110 below. If an alternate site dedication or fee in lieu of dedication is proposed, detailed information about the proposal shall be submitted.

(xviii) All development and subdivision naming shall be subject to approval by the City. No development or subdivision name shall be used which will duplicate or be confused with the name of any existing street or development in the City or the County;

9. An access permit from the Colorado Department of Transportation; and

10. A plan for locations and specifications of street lights, signs and traffic control devices.

**2. REVIEW STANDARDS** (If necessary, attach additional sheets)

The application for Limited or Major Impact Review shall comply with the following standards.

**1. Consistency with Comprehensive Plan.** The use shall be consistent with the City's Comprehensive Plan.

The Development is consistent with the City of Salida's comprehensive plan including the cities need for additional residential housings well as affordable housing.

**2. Conformance to Code.** The use shall conform to all other applicable provisions of this Land Use Code, including, but not limited to:

- a. **Zoning District Standards.** The purpose of the zone district in which it is located, the dimensional standards of that zone district, and any standards applicable to the particular use, all as specified in Article 5, Use and Dimensional Standards.

The development conforms to zoning district standards and use. Refer to development plan for detailed standards for use and dimensional standards. The development meets adequate parking, landscaping and green

- b. **Site Development Standards.** The parking, landscaping, sign and improvements standards.

The development meets adequate parking, landscaping and green space, sign and development standards

**3. Use Appropriate and Compatible.** The use shall be appropriate to its proposed location and be compatible with the character of neighboring uses, or enhance the mixture of complementary uses and activities in the immediate vicinity.

The project is appropriate and compatible to its proposed location. The mixture of much needed higher density residential to compliment the surrounding neighborhood and facilities. Enhance the surrounding area and fulfill the cities need for housing and affordable housing.

**4. Nuisance.** The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and similar conditions.

The proposed development does not create a nuisance and is respectable to the surrounding neighborhood and area. Not to create any obtrusive conditions, rather enhance the surrounding properties.

**5. Facilities.** There shall be adequate public facilities in place to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies which the use would cause.

There are adequate public facilities planned for the proposed use, and shall not cause any service deficiencies.

**6. Environment.** The use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features. As applicable, the proposed use shall mitigate its adverse impacts on the environment.

The project will not cause any significant deterioration of resources and habitat. Refer to development plan for adequate onsite drainage and best management practices.



## **MARCH 2021 STAFF REPORTS**

---

### **Police Department –**

- We had 466 calls for service in February.
  - We are working several major cases that have continued into March. One in particular involves multiple victims in several states. We hope to have that case wrapped up in the next few weeks. I will put out a press release once we finish.
  - We are still working on the Nathan Schwartz missing person case. He went missing in Eaton, Colorado on February 24th. His vehicle was located in Salida on February 27th. We have done extensive follow up on this case. As of today, we have not located Nathan. We are still working with the family and the Colorado Bureau of Investigation (CBI). So far, we do not have any leads in this case.
- 

### **Finance Department –**

- Audit prep work has been completed and lead sheets, reconciling worksheets and back up documents have been provided to the auditors. Auditors will formally begin their work the week of March 15 and assisting them with their questions will be a work priority that week.
- Planning is underway to upgrade the City's accounts receivable software to the same platform as the rest of the financial software. It is unclear why that portion of our software was not upgraded previously. This should be a minor interruption in our schedule during April and will require training for all users.
- Staff have increased cross training efforts and some internal work processes have been shuffled around to more equitably distribute workloads.
- The Colorado Department of Labor performed an audit of the city looking at employee and independent contractor classifications. The result was a clean audit with no fees or fines assessed.

- The daily work in the office continues to keep staff busy (bill paying, payroll processing, billing, reporting, reconciling, payment processing, etc).
- 

### **Community Development –**

- As of March 10, we have reviewed 55 building permits with a total of 75 residential units in 2021 alone. At the same time last year (pre-COVID implications), we had reviewed just 21 permits with just 13 residential units. A good portion of these have involved the Salida Ridge Apartments in the Confluent Park PD.
  - Some active or recent land use application processes include: Cherry Grove Major Subdivision; Massman Home business LIR; Holman Court PD/Major Subdivision; Upchurch Annexation/Zoning; Administrative Reviews for Two Rivers Commercial, Soulcraft Brewing additional patio; plus plenty more under discussion...
  - Development agreements and SIAs in the works for Angelview Lot 3; 3rd & M; and others
  - Stolfus 50/291 Report for Approval
  - Kristi attended the 2021 Saving Places Conference
  - Land Use Code Update Installment 2 (slowly but surely)
  - We hired another Planner! Kathryn Dunleavy starts March 15th.
- 

### **Recreation Department –**

- See Attached.
- 

### **Public Works –**

- See Attached.
- 

### **Arts & Culture –**

- The new exhibit Journey Through the Infinite was installed in the Paquette Gallery and online at Paquette



Gallery Arts; monthly in-person attendance for the exhibition for the month was (43) visitors (Public health safety protocols continuously in place to limit number of guests in the Gallery at any one time). The exhibition runs through the month of March.

- Rehearsals of one-woman play *Bad Dates* took place weekly and culminated with a taping of the show for future broadcast in March.
- Filled all remaining spots for two upcoming Arts Education classes - Mixed Media Arts, Beginning Guitar - slated to begin in April (Both classes will be conducted in-person but less than eight participants in each and abide with public health guidelines).
- Suspension of ALL group classes and activities continued for the month due to public health restrictions.
- Conducted two Public Art Commission Zoom meetings to determine key locations to focus on for project(s) and coalesce around type of project to consider for an RFQ.
- Received notification letter in early February for the Colorado Arts Relief Fund and received an award of a \$40,000 grant. Funds will be earmarked for marketing of mid- and late-year programming and events and expansion arts education offerings for balance of 2021.
- Completed upgrades to the inside of the Theater to greatly improve acoustics.

### **Fire Department –**

- Fire responded to the first grass fire of the spring season. A controlled ditch burn got out of the ditch and burned ten acres rapidly. Conditions are very dry and we are in dire need of moisture.
- A crew is headed to the front range today to pick up Engine 11 which has been up there for several weeks undergoing major repairs.

### **Clerk's Office –**

#### Courtside:

- Prepared background checks, PD reports, citations etc. and sent files to the Prosecutor for him to create plea agreements prior to the March docket.
- Mailed plea agreements to everyone on the docket with other Court documents.
- Processed citations paid in full.

- Processed paid citations; sent DMV reports.
- Began preparing the April docket.

Clerk-side:

- STR management transitioned to Erin
- Following on up late OLTs
- Processing two new STRs in the Commercial area
- Held interviews for the open Deputy City Clerk position
- Working with Chaffee Clerk and Recorder Mitchell on upcoming election
- Processing a change of location for a marijuana business
- Updated all 2020 Resolution titles on the website
- Added Resolution adoption dates for 2019-2020 (112 total)
- Signed up and trained on Simplifile, an E-recording system the County utilizes, creates efficiency by not requiring physically going to the County building for some types of records
- Continued to update the website and send press releases out as needed

## City Council Department Report

---

### Administration/Attendants

Operations:

- Increasing numbers based on level blue
- Increasing offerings based on level blue

Capital Improvement:

---

### Aquatics

Operations:

- Adding swim lessons to offerings
- Adding additional slots for the leisure pool

Capital Improvement:

---

### Hot Springs Facility

Operations:

- Water testing
- Plant nurturing

Capital Improvement:

- Completed boiler blower motor replacement
- 

### Parks, trails, open space and facilities

Operations:

- Preferred candidate for the manager position accepted the offer
- Parks, Trails, Open Space:
  - Tree removal from the Touber building
  - Meeting with SMT to build new uphill trail in the Arkansas Hills
  - Installed No Trespassing sign at the source property
- Facilities:
  - Trying to complete Community Center rebuild

Capital Improvement:

- Review and oversee skate park construction
- 

### Recreation

Operations:

- Meeting with youth softball representative to begin overseeing the league
- Meeting with adult softball representatives to begin overseeing the league
- Meeting with youth baseball representatives to begin overseeing the league
- Developing the Cottonwood Classic Mt. bike race
- Working out details of Touch a Truck
- Working the County to determine Event expectations
- Developing an MOU for working with FIBArk

Capital Improvement:

## Public Works Department Report

### March 2021

#### Planning/Engineering/Construction

- Planning
  - Streets
    - CO 291 Intersection Control Evaluation and Corridor Plan – Council Adopt.
    - PO for two additional EV charging locations complete. One proposed near Alpine Park/Library and a second adjacent to Riverside Park/Scout Hut.
    - Review street lighting master plan proposal with Administrator
    - Prelim review of 10<sup>th</sup>/12<sup>th</sup> Streets for 2022 capital improvements.
  - Utilities
    - SRF agreement review/paperwork for the Pasq/Gallery Project. Anticipate Resolution for approvals in April.
    - Pre-planning for a site and resiliency assessment.
- Capital Projects
  - US-50 Phase IV Streetscape
    - CDOT is managing/contracting work with Western Gravel Constructors. Attended preconstruction meeting.
    - Work to start end of March 2021. This includes ADA ramps along SH-291 and the Phase IV streetscape from Palmer to SH-291.
  - Project planning, contracting, and project management for the 2021 capital projects.
    - Stormwater Improvements by F St./Riverside Park – Work at lower trail 95% complete. Contractor waiting on manholes and asphalt availability to complete remaining work.
    - Bio-solids concrete slab expansion at WWTP 95% complete. Waiting on asphalt availability to complete remaining work.
    - Bar Screen Replacement Project – Contract documents and submittal reviews
    - 2021 Street Reconstruction,
      - Demolition initiated at E Crestone. Water and sewer underway next couple of weeks.
      - Poncha Blvd work anticipated to start late March/April
    - 2021 Sewer Reconstruction Project – Contract document coordination
    - 2021 CIPP - Contract document coordination
  - Project management and coordination with CDPHE for SRF funding
  - Pasqualle Spring prelim design planning items. Finalized site plan.



*Figure 1 - E. Crestone Demo*

## Operations

- Streets
  - Storm sewer improvements underway along Grant St.
  - Clearance tree trimming underway
  - Stenciling of 'Walk Your Wheels' completed.
- Utilities
  - Field Utilities
    - Continue with CCTV inspection of city sewer mains. Starting 2021 project work area (1/3 of service area)
    - Ongoing inspections for development related work (Confluent Park and Salida RV)
    - Training on backflow regulations with CRWA.
  - Water Treatment
    - Pre-planning meeting regarding the development of a risk and resiliency assessment.
    - Additional ice build-out maintenance on ditch.
    - Routine repairs and maintenance.

- Wastewater Treatment
  - Completed State and EPA annual biosolids reports.
  - Replaced gas collection piping on digesters.
  - Cleaned out condensation trap on gas collection system.
  - Removed waste gas burner and cleaned out solids in gas line and burner.
  - Removed flame arrester on waste gas line.
  - Cleaned and inspected flame arrester, reinstalled and on line.
  - Continued working with contractor on water and sewer line through the plant, making sure yard irrigation system and electrical lines get repaired



○

*Figure 2 - WWTP Util Install to RV Park*



February 12, 2021

Becky Gray  
Director of Housing  
Chaffee County  
Touber Building  
448 East 1st St.  
Salida, Colorado 81201  
bgray@chaffeecounty.org

**RE: Letter of Interest in regards of the Statement of Work for Geographic Information System Needs Assessment, Recommendation, and Implementation Plan**

Dear Ms. Gray and Collaborative Members:

**Argis Solutions helps local governments overcome budgeting and time constraints by providing a seasoned geospatial consultancy that can be relied on for high quality GIS, enterprise, and cloud solutions.** We are an award-winning Silver Partner with Esri based out of Aurora, Colorado. We bring to the table not only over 20+ years of experience delivering solutions for local governments in geospatial data management, but also earning Esri's Release Ready Specialty. We are also proud to be active members with GIS Colorado and the local GIS professional community.

Argis proposes to deliver a fair and objective assessment, evaluating available GIS services and create an actionable plan that will empower all stakeholders the GIS support they need, while consolidating the infrastructure of the region overall to find efficient solutions. With our technical expertise, history of superior project management, and dedication to client support, the planning collaborative can be assured to get the best GIS support services and technology guidance available on the market today.

Please reach out to me with any questions you might have and let me know if I can put you in contact with any of our references.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink that reads "Brady Hustad". The signature is fluid and cursive, written in a professional style.

Brady Hustad  
Founder and CEO, Argis Solutions, Inc.  
303-328-1061  
brady@argis.com  
P.O. Box 461677, Aurora, Colorado, 80046  
(303) 482-2040

## Contents

Contents.....	2
Scope Understanding and Approach .....	2
Project Understanding.....	2
Expected Deliverables.....	3
The Approach.....	4
Experience.....	6
City and County of Broomfield, Colorado .....	7
The Institute for Transportation Research and Education at North Carolina State University .....	9
Team Qualifications .....	11
Brady Hustad .....	12
Genie Hays.....	13
Margaret DeLauter .....	14
Project Schedule .....	15
Milestones.....	15
Cost Proposal .....	16
Option: Travel to Chaffee County .....	16
Not to Exceed Amount.....	16

## Scope Understanding and Approach

Argis is a full-service GIS consultancy with a depth of experience in the design, rollout and maintenance of geospatial infrastructure, data architectures and systems. The following sections detail Argis' understanding of the project scope for Chaffee County and our approach to delivering that scope.

### Project Understanding

Chaffee County is the county surrounding Buena Vista, Salida and Poncho Spring in the western slope of Colorado. Because of the location, Chaffee and the other jurisdictions have challenges with wildfires, land maintenance due to visitor traffic, emergency response and finally a growing population and the maintaining of a healthy lifestyle for that growing population.

Because of the proximity and shared borders of these jurisdictions, they share many similar challenges, needs and requirements for their GIS data and solutions.

At present, each jurisdiction handles its own GIS and spatial data in separate methodologies, sharing as needed, but in general, in self-contained solutions. Most of these jurisdictions are running a few simple licenses of desktop software, with little or no enterprise implementations.

Through a grant from CDPHE (Colorado Department of Public Health and Environment), Chaffee County has an opportunity to explore the benefit of a cohesive enterprise solution that can better serve all four jurisdictions, creating a platform that can be shared. This solution could create efficiency and better integrate knowledge for each organization, both saving time, money and increasing the value of the data.



Furthermore, an enterprise solution could provide data that could be used for the public, improving services given to both citizens and visitors, creating a foundation for data analytics in the region, and providing more informed care and maintenance of the land and assets of Chaffee County and other jurisdictions.

Therefore, Chaffee County, working with the other jurisdictions as a planning collaborative, is requesting to have a GIS assessment completed that achieve the following objectives:

- *Evaluation and documentation* of existing GIS Infrastructure and the quality of that infrastructure to meet future needs, including a robust documentation of:
  - The existing GIS software and data systems
  - GIS personnel and their general expertise
  - IT infrastructure such as network, servers, and end user hardware
- *Data lifecycle management*: From data collection to data grooming, quality assurance, editing and retirement. This will include evaluation of existing datasets and general methods for managing, updating, creating and maintaining those datasets.
- *Review of existing organizations* and how non-GIS assets and personnel can or do support GIS initiatives and goals.
- *Identify architecture for a future recommended state*:

This can include features such as:

- The current systems value and ability to leverage existing assets for enterprise growth.
- a central repository for GIS data
- Public access to GIS data
- Improved GIS analytics tools available across jurisdictions that address such initiatives as:
  - land use
  - housing and other development efforts
  - growth scenarios
  - natural resource management
  - public health analytics
  - transportation and more
- Emergency Management including wildfire and other emergency mitigation,
- Identify the correct and efficient way to integrate and import Public Health Outcome data and establish this integration for yearly update in the future.
- *Field and Mobility Development and Access*: The ability to view, review and update GIS data from remote locations.

Because of the multiple jurisdictions, these objectives will be identified across the various organizations and any redundancies or efficiencies that can be found between the jurisdictions will be identified and documented as part of the overall process.

### Expected Deliverables

The planning collaborative has asked that this assessment is completed with specific deliverables. Those deliverables include:

1. **A written and oral presentation** documenting the evaluation of existing information and the architecture of the future recommended state.
2. **A recommendation on development of a cohesive and collaborative GIS system** within Chaffee County. Meaning a future state solution that includes all four jurisdictions, their existing and future personnel, assets, and datasets, and how those can be built to meet the above-mentioned objectives.

3. **A cost estimation for the recommendation**, including a detailed architecture of hardware and software required to rollout the recommendation, and any updates required.
4. **An established process for importing Public Health Outcome Data Layer(s) directly from CDPHE**, annually, as well as the most current layer. This immediately implementable will be a detailed method for importing the Public Health Outcome Data Layers and establishing that method into Chaffee Counties immediate and existing GIS infrastructure.

The completed recommendation will include all findings about GIS personnel, assets, software, hardware, initiatives, and architecture. Following this compilation, the report will present a projected future state plan (To Be) with architecture, design, prioritized recommendations, and a framework for a five-year plan.

The future state plan will be organized in a prioritized structure. This structure will focus on cost-effective enhancements that give demonstrable forward progress for the GIS implementations as recommended to the planning collaborative. A Memorandum of Understanding, or other agreement between the jurisdictions, could be provided if need is identified.

### The Approach

The Argis Team has been working with GIS organizations for multiple decades and will be relying on that experience and partnerships to create a robust, complete, and cohesive plan that can create an Enterprise GIS solution for Chaffee County. The team will consist of three primary members with support from additional team members as we require any specific expertise and support. The key members will be Brady Hustad – Technical Architect and Solution Designer, Genie Hayes GIS Expert and Project Manager and Margaret DeLauter GIS Data Specialist. Support personnel available will include Christopher Anderson, Forestry, Natural Resources and GIS Expert, Alyssa Grant Technical Writer and Kevin Criss, Government, Health and GIS Expert.

### Agile Methodology

Argis is an agile consultancy with in-depth experience working with local government. Using Agile methodology Argis maintains clear lines of communications and delivers a high rate of success in all areas of responsibility and procedures.

The Agile approach delivers by using a team of experts that work together to deliver specific priorities identified by the County, following the expected deliverables and requirements for a specific timeframe or sprint. There could be varying skillsets required during a sprint. In that instance, Argis will assign the work among the appropriate team members.

The recommendation will be developed into an Agile Backlog and the delivery of this project will be worked through in a Sprint methodology working through the Backlog of expected tasks and deliverables. Each Sprint will be completed with a Review of completed tasks with the Chaffee County Point of Contact and approved as completed and ready for the next tasks.

### Project Approach

Argis will start initially with interviews of the key GIS personnel in the four jurisdictions. It is expected that there will be approximately 8 roles will need to be interviewed to get a clear snapshot of the current state of GIS of the region. Critical information included, but not limited to will be:

- General IT Infrastructure

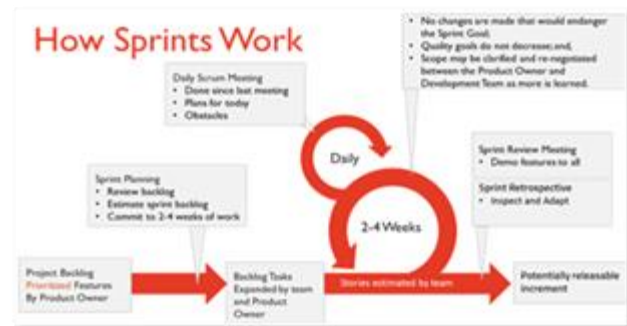


Figure 1: How a Sprint works.

- General GIS Infrastructure
- Review of GIS Software
- Review of GIS Personnel
- Review of important other Personnel
- Existing Datasets and Datasets used (owned and unowned)
- Existing GIS and relevant non-GIS software
- Access to GIS Infrastructure of the four jurisdictions for review and interrogation of software and data.



Figure 2: Proposed Process

After the interviews, the Argis team will interrogate and review the existing software, hardware, data, network, and integration points existing in the jurisdictions. This will likely create another round of questions which will be presented to the point of contact from Chaffee County for dissemination to the correct members of the team for response.

Upon completion of the data gathering portion, Argis will start designing a recommended future state that would best serve the County, their citizens and the jurisdictions that share boundaries and responsibilities with the County.

With the Agile methodology, Argis at this point will discuss findings and plans with the Chaffee County point of contact to confirm assumptions, clarify misunderstandings, and discuss future ideas to see how they line up with Chaffee County's needs, wants, requirements for the future.

After iterating through the interview process with representatives from Argis and the planning collaborative working towards the best goal for jurisdictions, Argis will start documenting and creating the final report in both presentation and written form. A finished draft of the presentation and report will be presented for review by the Chaffee County Point of Contact.

The deliverable report and presentation will then be given by Argis to the planning collaborative, either as a virtual or in person meeting. Argis will work within the best health practices of Chaffee County to determine the proper level of safety as we hopefully continue to see a decrease of COVID in Colorado.

## Experience

Argis Solutions is pleased to submit the following projects and references for review by the planning collaborative. These projects highlight our familiarity with working with municipalities, counties, and governing bodies and serving their ArcGIS and web development needs.

### Town of Windsor, Colorado

*Description: GIS Process Automation, GIS Environment Upgrade*

- **Project Date:** August 2020-December 2020, on-going relationship
- **Completion Time:** Initial project - 5 months
- **Key Staff:** *shown below*
- **Deliverables:**
  - Plan for Transitioning to ArcGIS Enterprise, Esri Architecture and Programming
  - ArcGIS Enterprise Server stood up, Portal and full federation implemented.
  - Advanced Data Rules using ARCADE implemented.
  - Workflow to convert field collected water system data into production quality GIS data implemented.
- **Final Cost:** \$13,500
- **Contact:** Scott Tometich, GIS Supervisor  
970-674-2483  
[stometich@windsorgov.com](mailto:stometich@windsorgov.com)

Key Staff	Role	Applicable Skills	Level of Involvement
Brady Hustad	Project Manager, Secondary Developer	<ul style="list-style-type: none"> <li>• ArcGIS Enterprise management, deployment and configuration</li> <li>• Python</li> <li>• Esri Geoprocessing Services</li> <li>• Training and Documentation</li> <li>• Data Management</li> <li>• Workflow Strategy and Implementation</li> <li>• GIS Strategy and Architecture</li> </ul>	Project Manager, Part-time
Malaika Penn	Primary Developer	<ul style="list-style-type: none"> <li>• Esri Arcade Rulesets</li> <li>• Python</li> <li>• Esri Geoprocessing Services</li> <li>• Data Management</li> </ul>	Primary Developer

		<ul style="list-style-type: none"> <li>• Esri Model Builder</li> </ul>	
--	--	--	--

### Project Summary

Argis became an extension of Windsor’s GIS team to deliver technology that required specific skill sets, while delivering additional man hours of effort to complete critical projects on time.

**Challenge:** The GIS team at Windsor identified a need to upgrade their GIS services to an Enterprise solution to better support the town and their citizens. Additionally, Windsor needed to transition to the latest Esri software including ArcGIS Pro. Windsor also chose to use this system upgrade to review its GIS environment architecture and improve on its arrangement to best serve the new configuration.

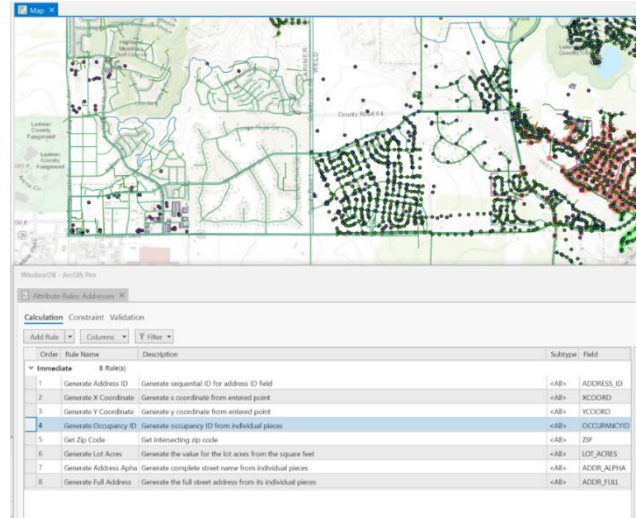


Figure 3: Example of project for Windsor, CO

**Solution:** Using the Agile method of project planning, Argis broke each task into separate iterative sprints that allowed feedback from Windsor at every stage of implementation.

The Argis team began by evaluating the current GIS system, noting critical path elements. The team recommended an ArcGIS Pro workflow and created a geoprocessing (GP) service to manage this workflow. Windsor had developed 47 discrete attribute rules that are currently functioning in their ArcMap environment. Argis rebuilt these into rule scripts within ArcGIS Pro using the Arcade scripting language. Argis reviewed Windsor’s user and portal setup and implemented the initial stages of federation, including the ADFS implementation. Argis started and configured the Portal Web and set up the Portal website with basic UX/UI and town branding identity. Finally, Argis documented the process of data collection that Windsor used, Trimble Business Center (TBC), to collect their water utility assets as new development occurred. Argis then designed a automated workflow using Esri Model Builder and Esri Geoprocessing Services written in Python to convert the TBC data into a completed data set of approximately 14 layers that included complete topology of the water network.

### City and County of Broomfield, Colorado

*Description: Custom and Configured Esri-Based Web Application*

- **Project Date:** March 2017 – August 2018, on-going relationship
- **Completion Time:** Initial project - 8 months
- **Key Staff:** shown below
- **Deliverables:**
  - Customized WebApp Builder widget
  - Architectural design support
  - Advanced Server planning and management

- **Final Cost:** \$12,625 (of initial project)
- **Contact:** Adrian Kropp  
Manager of GIS, Information Technology  
303-438-6257  
akropp@broomfield.org

Key Staff	Role	Applicable Skills	Level of Involvement
<b>Brady Hustad</b>	Project Manager, Secondary Developer	<ul style="list-style-type: none"> <li>• ArcGIS Enterprise integration</li> <li>• Data Model Architecture</li> <li>• Database Integration (MS SqlServer)</li> <li>• AWS Server Deployment</li> <li>• Esri Web AppBuilder</li> <li>• Esri ArcGIS API for JavaScript</li> <li>• Esri ArcGIS API for REST</li> <li>• HTML, CSS and JavaScript</li> <li>• Dojo framework</li> <li>• External data systems integration</li> <li>• Agile Project Management / Scrum Master</li> </ul>	Part-Time
<b>Malaika Penn</b>	Primary Developer	<ul style="list-style-type: none"> <li>• Esri Web AppBuilder</li> <li>• Esri ArcGIS API for JavaScript</li> <li>• Esri ArcGIS API for REST</li> <li>• HTML, CSS and JavaScript</li> <li>• Dojo framework</li> <li>• Proxy configuration</li> <li>• External data systems integration</li> </ul>	Primary Delivery
<b>Kevin Criss</b>	Esri Integration, Secondary Developer	<ul style="list-style-type: none"> <li>• ArcGIS Enterprise integration</li> <li>• Esri Web AppBuilder</li> <li>• Esri ArcGIS API for JavaScript</li> <li>• Esri ArcGIS API for REST</li> <li>• HTML, CSS and JavaScript</li> <li>• Dojo framework</li> <li>• Proxy configuration</li> </ul>	Primary Delivery

## Project Summary

The Broomfield project demonstrated how Argis Solutions listens, documents, and responds to the feedback of local government projects with the appropriate technology and skill sets to solve their critical needs.

**Challenge:** The City's GIS team identified a need for better management of a new extension of the cemetery. They needed to determine the best approach to serve the internal cemetery management team, share appropriate information with prospective plot owners, and create a system of record that would last for generations.

**Solution:** After researching the original workflow for buying cemetery plots, Argis Solutions developed a customized Web AppBuilder widget that could be inserted into the already robust GIS website maintained by Broomfield. The widget shows which plots are available, indicated by color. Next, when a plot is chosen, the app changes the plot's color and creates a PDF report detailing the legal agreement the customer will adhere to. Once the newly signed document has been scanned back into the system by the cemetery administration and payment is received, the app automatically updates the plot with a new color to reflect its purchased status.

**Outcome:** Through relationship and effective delivery, Argis has partnered with Broomfield on other projects since, included conversion of open space solutions from Linux to Serverless Web Portal (ongoing), Leaflet support and most importantly architectural discussions and system planning to help design the future state and plans for Broomfield.

## The Institute for Transportation Research and Education at North Carolina State University

*Description: Collaborative Web Map supporting Project Zero*

- **Project Date:** November 2016 to December 2017
- **Completion Time:** Initial project - 1 year
- **Key Staff:** shown below
- **Deliverables:**
  - Interactive map pulling from multiple data sources with an easy-to-use interface for public use.
  - Fully integrated data model and data backup system
  - Architectural Support and Design
  - Advanced Analytics including Highway Patrol Route Planning
- **Final Cost:** \$75,000
- **Contact:** Greg Ferrara, GISP  
Program Manager  
Geospatial Analytics and Decision Management Group (GADA)

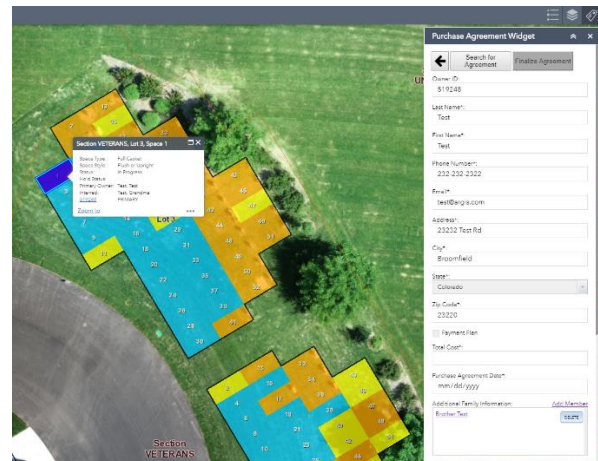


Figure 4: Broomfield's Web AppBuilder widget was featured in Esri's 2020 User Conference Plenary.

Institute for Transportation Research and Education (ITRE), NC State University  
 919-515-8656  
 gpferrar@ncsu.edu

Key Staff	Role	Applicable Skills	Level of Involvement
<b>Brady Hustad</b>	Project Manager, Secondary Developer	<ul style="list-style-type: none"> <li>ArcGIS Enterprise integration</li> <li>Data Model Architecture</li> <li>Database Integration (Microsoft SqlServer)</li> <li>Microsoft SqlServer Data Cubes</li> <li>Esri ArcGIS API for JavaScript</li> <li>Esri ArcGIS API for REST</li> <li>HTML, CSS and JavaScript</li> <li>Dojo framework</li> <li>External data systems integration</li> <li>Agile Project Management / Scrum Master</li> </ul>	Part-Time
<b>Kevin Criss</b>	Esri Integration, Primary Developer	<ul style="list-style-type: none"> <li>ArcGIS Enterprise integration</li> <li>Esri ArcGIS API for JavaScript</li> <li>Esri ArcGIS API for REST</li> <li>HTML, CSS and JavaScript</li> <li>Dojo framework</li> <li>Proxy configuration</li> <li>Advanced Server Deployment</li> </ul>	Primary Delivery
<b>Christopher Anderson</b>	Esri Integration, Data Integration	<ul style="list-style-type: none"> <li>Microsoft SqlServer Management</li> <li>ArcGIS Enterprise Management and Architecture</li> </ul>	Part-Time

### Project Summary

The Argis Team has created analysis and visualization tools for the NC Vision Zero program and the NC Highway Patrol's Size and Weights Program.

**Challenge:** The Institute for Transportation Research and Education (ITRE) is an institutional center located at NC State University; ITRE conducts research, training, and technical support activities for municipal, state, and federal clients addressing critical transportation issues. ITRE needed to create an interactive tool for public engagement with the goals defined by the Vision Zero program to lower highway deaths to zero in the State of North Carolina. Additionally, ITRE was challenged to create advanced

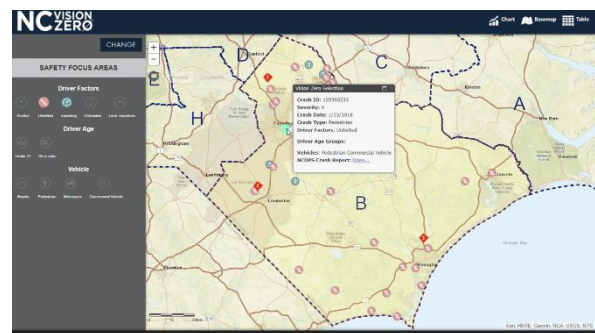


Figure 5: Available at <http://visionzeromaps.azurewebsites.net>



analytics for the NC Highway Patrol to aid in better planning their patrols, routes, and locations to eliminate deaths and overweight vehicles on North Carolina highways.

*Solution:* The Argis team created an interactive map using ArcGIS API for JavaScript. The team created a data warehouse system for the multiple data sources that would be displayed together on the same map. They also helped with UI (user interface) development, producing a responsive design for both web and mobile users. This system allows multiple sources of data to converge, building a more complete picture of traffic crashes because the data is aggregated together in a sensible manner. Patterns are more easily seen and detected, and the objective is to find solutions and bring awareness to what caused the accidents in the past. Eventually, the hope is to reduce traffic deaths to zero.

Esri Endorsement of Services, in the Denver Area

**Contact:** Lee Johnston Jr.

Managing Director of Denver Regional Office, Esri

[LJohnston@esri.com](mailto:LJohnston@esri.com)

*Additional project descriptions available at <https://www.argis.com/success-stories>.*

## Team Qualifications

Argis Solutions provides experience in key ArcGIS application including ArcGIS Enterprise, ArcGIS Server, ArcGIS Online, Portal for ArcGIS, ArcGIS Desktop, and ArcGIS Pro. To demonstrate our complete understanding of GIS data formats, we are submitting the following members as the core of our proposed project team:

- [Brady Hustad, GIS Architect](#)
- [Genie Hays, Senior GIS Analyst](#)
- [Margaret DeLauter, GIS Data Specialist](#)

In reviewing these resumes, the planning collaborative will find not only a solid understanding of GIS technology, but also solid footing in web mapping, map services and implementation of GIS data portals. The planning collaborative will also have the benefit of experts retained by Argis Solutions as part of their consultancy, including Kevin Criss, expert in County Government GIS including the Health Department, and Chris Anderson, GISP, experienced in forestry, natural resources and GIS integration.

Lastly, with a background in Agile coaching and project management, this team will be excellent communicators to the planning collaborative, delivering on time and under budget.

## Brady Hustad

### GIS Architect

**SUMMARY:** Extensive project management experience for government implementations. Successfully delivered on time and on budget geospatial applications for Douglas County (Colorado), City and County of Broomfield (Colorado, Town of Windsor (Colorado), Pasco County (Florida), Chester County (Pennsylvania), The City of Seattle, The State of Oregon, NCSU, City of Houston, Texas Railroad Commission, and numerous others.

- **B.S., Management/Management of Information Systems**, GMI Institute of Engineering and Management (Kettering University) – Cum Laude
- Multiple Published Articles in ArcNews, DP Pro, ArcUser, Directions and other publications.

### Technical Skills

**Databases:** SQL Server, SQL Server Spatial, MySQL, Oracle, Oracle spatial, Azure Cosmo Document Database

**Development:** C#, Unity, Java, Kotlin, Node.js, Android, Swift, iOS, HTML, JavaScript, CSS, ASP.NET, C/C++, Object Oriented Programming, Functional Programming, Various Modeling, XAML, Azure Cloud Functions, Azure Logic Apps, Advanced Azure Integrations

**GIS Software:** Esri ArcMap 10.0 to present, Esri ArcGIS Enterprise (Portal and Server) 10.1 to present, Most Esri Frameworks and SDKs, Bing Maps, Google Maps

**Certifications:** Scrum.Org – Professional Scrum Master I (PSM I), Patent Holder for conversion of GIS to Augmented Reality (#10,037,627 B2 – July 31<sup>st</sup>, 2018), Patent in process for Computer Vision Workflow

**Delivered Complex Utility Web Project** - Managed a multi-team, multi-phase project for a major Texas based utility company's spatial upgrade project. Coordinated deliverables for more than 10 team members throughout the project. Successfully managed project, removing obstacles and executing to meet client expectations.

**Managed technical client interfacing for multiple projects with the City of Houston** including advancing the Street Surface Assessment Vehicle (SSAV) project, Asset inventorying systems, data backup, infrastructure, and analytics/reporting solutions.

**Multiple Web App Delivery Projects.** Delivered geospatial web applications on-time and on-budget to meet specific client needs including asset management, cemetery management, open spaces, parks and recreation, specific visualization, and systems integration for City and County of Broomfield.

**Architected and led team solution featured in GeoWorld, a major spatial periodical.** Architected and led team to successfully deliver advanced crash analytics for North Carolina State University and N. Carolina State Highway Patrol. Delivered project that targeted improved patrol routes and to achieve zero deaths on North Carolina highways.

**Delivered 3D web-based mapping concepts to the Commonwealth of Virginia's VITA team** to help analyze rural broadband solutions. Architected the specific solution and managed oversight on the project to deliver the solution using Microsoft Silverlight, Esri ArcGIS Server, Esri SDK for Silverlight, Balder Tools 3D toolbox and various data sources for elevation and imagery data.

## Genie Hays

Senior GIS Analyst

**SUMMARY:** Delivered multiple, complex GIS projects on time and on budget to both city and state government agencies across the State of Colorado.

- Masters Computer Information Systems, University of Denver, University College 2010
- Bachelor of Science – Geographic Information Systems University of Washington 2004
- GIS Desktop Certificate, PACE University 2017

### Technical Skills

ArcDesktop, ArcGIS Online, ArcPro, SQL Server, PostgreSQL, HTML/CSS/JavaScript, QGIS, MapInfo, Google Earth, Global Mapper, ERDAS Imagine, Microsoft Suite.

### **Member of team to deliver on time and on budget project for town of Estes Park,**

**Colorado** establishing community owned and operated broadband, high-speed internet service to all clients served by Estes Park Light & Power. Generated and maintained the broadband fiber implementation map for field installation teams using ArcGIS and ArcFM extensions. Provided ongoing maintenance that included implementing field updates using as built drawings, updating fiber installation based on geologic limitations such as type of surface (road, rock, field, etc.), pre-existing utilities in the area, and planning for future growth.

**Member of team that created [Aspen Historic Aerial Photos Map Viewer](#).** Scanned, georeferenced, digitized, and created mosaic datasets of the **City of Aspen, Colorado**. Created Colorado historical imagery using Google Earth, Esri's ArcMap, and ArcGIS Online. Successful on-time, on budget delivery of this project promoted engagement, transparency, innovation and provided free access to GIS data services, maps and applications to the Aspen community.

**One of eight delivery specialists to provide database support, software development and GIS analysis for the State of Colorado.** Managed a plan to deliver an updated and new enterprise GIS for the State of Colorado. This process included RFP writing, proposal review, timeline and team management and reporting to executive team on progress. Assisted in removing road blocks to progress.

**Assisted the Governor of Colorado's Office of Information Technology to develop and maintain web-based GIS mapping applications and services for various state agencies** using Esri's ArcGIS Online, Web App Builder, ArcServer Manager, and Geocortex Essentials, and OpenStreetMap. Applications and services were managed through monitoring and tracking ticketing management systems to diagnose and resolve technical issues using internal change order and ticketing system.

**Member of Argis Team to deliver the [State of Colorado Map Viewer](#), a customized ArcGIS Online map hosting county address and parcel information.** The State of Colorado contracted with Argis Solutions to customize an ArcGIS Online map and implement 3-tiered security access for public data, state only data (available only to state of Colorado employees), and emergency management only (such as Homeland Security). On time, on budget project allowed users to search, analyze and download publicly available data gathered as a public resource and subject to constant change.

## Margaret DeLauter

### *GIS Data Specialist*

**SUMMARY:** GIS Specialist experienced in geospatial analysis and programming. Capable of adapting to the demands of clients and project requirements.

- Geospatial Information Systems MSc., University of Denver, 2020, 4.0 GPA
- Bachelor of Science in Biology, SUNY New Paltz; 2012, 2.98 GPA

### Technical Skills

ArcGIS Online, ArcGIS Desktop 10.6/10.7, Arc GIS Spatial Analyst and 3D Analyst Extensions, ArcScene, ArcPro, Hydrologic Modeling using ArcPro, Esri Arc Enterprise and Portal in ArcMap and ArcPro, Esri Web App Builder and Esri Web App Builder Developers Edition, Arc Map Model Builder, Python Programming (2.7, 3.7), ArcPy Library, Numpy Library, Pandas Library, Matplotlib Library, ArcGIS Python API, SQL, HTML, CSS, JavaScript, DB Browser for SQLite, QGIS

**GIS Specialist, Insight Global (Microsoft Vendor)** Currently assist with the resurrection of the Microsoft Bing 3D production program through creation of new protocols, new workflows, and new QGIS based tools to produce 3D map deliverables for external client base. Develop QGIS plugins that utilize the QGIS API and Python to create a cohesive Area of Interest Definition workflow used in conjunction with existing Microsoft production tools to meet the needs of the Bing 3D map team.

**As GIS Specialist for Insight Global (current project)** manage the construction and management of geopackage databases using QGIS and DB Browser for SQLite. Use Microsoft Teams, Microsoft Azure and various proprietary software to execute all imagery editing functions for a specific area including water classification editing and editing 3D structures within aerial imagery.

**Assisted with the creation of bird flight digitizing maps using Python code and Arc Desktop tools** for use in geospatial data entry as GIS Liaison and Data Entry Technician for Western Ecosystems Technology Inc. Provided troubleshooting for digitizing tasks within the Tracking and Data Management. Responsible for entering data and assisting with management of a large MSSQL database pertaining to wildlife consulting projects in the renewable energy sector. Used R software to analyze entered data for quality assurance and quality control.

**Utilized ArcMap, ArcGIS, DNRGPS and Base Camp to create maps, data layers** and other visual tools to aid in communication and organization of research project as Lead Avian Research Technician for Colorado Parks and Wildlife in Gunnison, Colorado. Leadership role in organizing and communicating tasks in the field as well as preparing datasheets, GPS units, maps, protocols, and other resources for future use in the field by coworkers.

**As Natural Resource Management Intern** mapped invasive plant species, bird of prey nests and expanding woodlots at Maxwell National Wildlife Refuge using ArcPad on Trimble GeoXTs and created mapfiles using ArcMapv.10. Worked closely with US Department of Fish and Wildlife Service in Northern New Mexico. Served 900 hours for AmeriCorps over a six-month period and received an Education Award for service.

## Project Schedule

While the overall work to complete this assessment is under three (3) FTE weeks, Argis is scheduling approximately five (5) weeks for the team of three to deliver to give time for review, scheduling conflicts, out of office days, and other events that will slow the delivery. This will give the planning collaborative point of contact time to review findings and give Argis time to update and revise those findings to give the best possible assessment and recommendations.

### Milestones

- **March 9, 2021 - Project Starts**
- **March 22, 2021 - Presentation of Initial Findings**
- **April 5, 2021 – Present Preliminary Documentation**
- **April 16, 2021 – Project Completion – Final Presentation and Report**

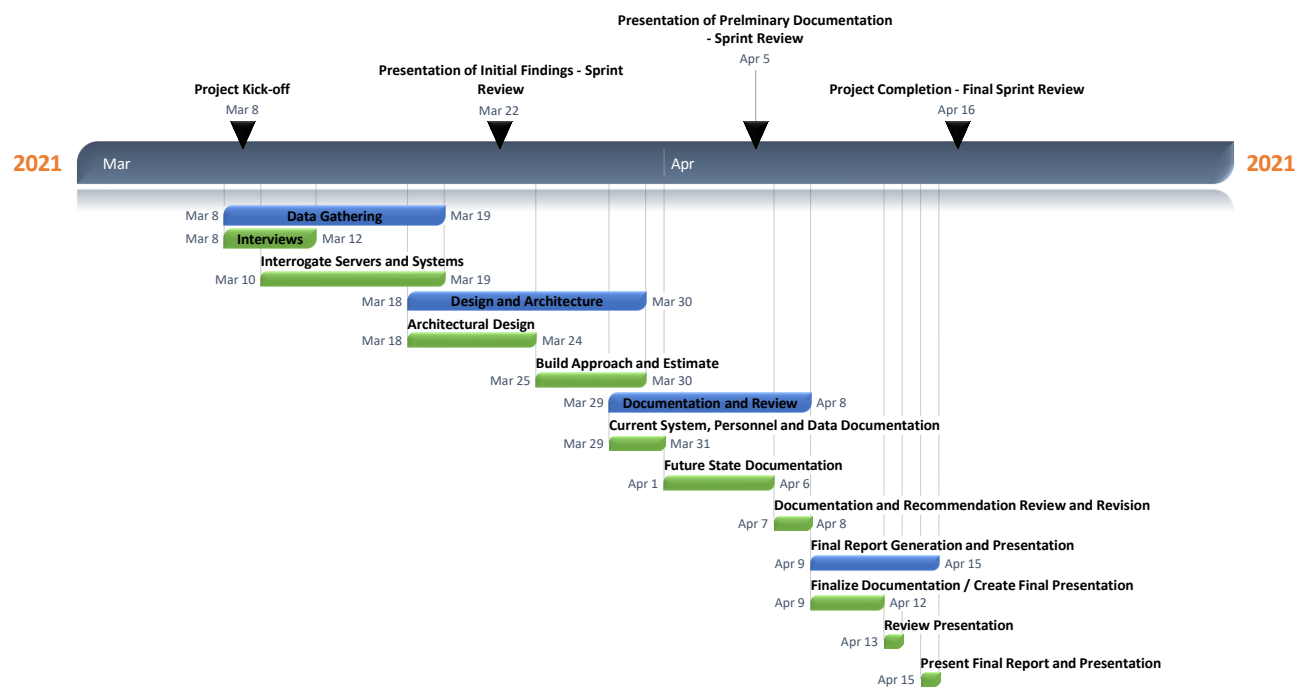


Figure 6: Proposed Schedule

The chart gives an expected timeline and schedule, though this will be planned officially once the project is awarded and a start date is set. With cooperation in scheduling this project can be shortened as needed, but Argis would request at minimum three (3) weeks to allow time for review and revision.

## Cost Proposal

Argis is excited to partner with Chaffee County and the planning collaborative to recommend the best plan for the future state of GIS in the region, creating an Enterprise GIS solution that will empower the County, and other jurisdictions for years to come. This initial Phase I assessment we believe will meet the needs of a robust, complete, and definitive assessment and recommendation to help guide the County for the next 5 years.

Argis estimates that this assessment will take approximately 104.5 hours of effort with an investment of \$10,101.00. This is a time and material estimate and will be billed monthly with Net 30 terms.

Key Staff	Rate	Hours	Total
<b>Technical (GIS) Architect – Brady Hustad</b>	\$135.00/hr	10.00	\$1,350.00
<b>Senior GIS Analyst – Genie Hayes</b>	\$110.00/hr	50.50	\$5,555.00
<b>GIS Data Specialist – Margaret DeLauter</b>	\$68.00/hr	47.00	\$3,196.00
<b>TOTAL</b>		104.50	\$10,101.00

### Option: Travel to Chaffee County

Argis is willing to travel if it is determined safe by Chaffee County and follows state guidelines for COVID. The cost for a trip would be approximately \$850 for one overnight trip with ability to meet on each day. If the trip to be shortened to a single day, the price would be approximately \$500.

### Not to Exceed Amount

Argis commits to the investment for delivering this project not to exceed \$11,000 including the optional travel costs. This amount is for the work detailed in this proposal in response to the *Request for Quote: Statement of Work for Geographic Information System Needs Assessment, Recommendation, and Implementation Plan*. If there are significant scope changes requested by Chaffee County and the planning collaborative, these will be outside of this agreement through a change order process, or a new agreement.



## Directors Report to the Board of County Commissioners

for activities in February 2021

- Chaffee Housing Authority
  - February 18, 2021 @3:00 pm was the first meeting.
  - Plans for Board Development are underway, including the following:
    - DOLA, Christy Doon, Board Training
    - Housing Colorado, Elena Wilkins, Legislative Update
    - Gunnison Valley Regional Housing Authority, Jennifer Kermode, Q/A with a rural MJHA Director.
    - Panel discussion from current regional housing partners including UAACOG, Chaffee Housing Trust, and Habitat for Humanity.
  - Strategic Planning is scheduled to begin shortly after Board Development is complete.
  - A Housing Needs Assessment Update request for proposals is in draft form. The goal is for an update to be relevant to our rural community, for the consultant to provide us with source data as well as tools for measuring success, and for the mountain migration data to be included in the analysis. Likely, this initiative will not begin until late summer.
- Salida Housing Development Corporation
  - The 13 Permanent Supportive Housing units within Mesa Crossings are prioritized for families with children; an application has been submitted by the UAACOG to DOLA Division of Housing for rental vouchers that will subsidize the units. On February 22<sup>nd</sup> community partners who will be providing supportive services to families within those 13 units interviewed with DOH. This included the Department of Human Services, Public Health, and Solvista Health, as well as members of the SHDC Board of Directors and Cardinal Capital Management, the LITC developer.
- Health Disparities Grant Program
  - Upcoming Event: Special Districts, Ann Terry, Executive Director of the Special District Association of Colorado.

March 11, 3:15 pm; Zoom Meeting:

<https://us02web.zoom.us/j/83450546035?pwd=Q0pJQ1QvMGpCS1lDczZET0FpcWZNQT09>

Meeting ID: 834 5054 6035; Passcode: 668370

- GIS Evaluation
  - Argis Solutions has been selected as the consultant for the evaluation of our county’s collective GIS use. Their proposal has been included as Appendix A to this report. This project will launch March 8<sup>th</sup>, and will concluded mid-April.
- “We Are Chaffee” Storytelling Initiative:
  - Dinner and A Movie!
    - On February 25, 2021 at 6:00pm, the Dinner and a Movie event drew 118 attendees, many of whom followed up afterward with emails of appreciation
    - One more Storytelling Workshop will be conducted, focusing on partners from We are Chaffee.
    - One more Dinner and a Movie event will be held, likely by We Are Chaffee.
- Developer’s Forum: The Planning Collaborative will convene a multi-sector development forum to inform the County’s land use code update with particular regard to the municipal growth areas and conservation subdivision design. The end goal is to ensure that Chaffee County remains "open" for business; improves upon our management of natural resources, views/rural landscapes, and sense of community; and manages equitable development within the municipal growth zones in a responsive and responsible way. A statement of work for this initiative has been included in this report as Appendix B.
- Upcoming Educational Events:
  - Reducing Regulatory Barriers to development
  - GIS training by Colorado Mountain College.
- Salida Planned Housing Development: “Jane’s Place”
  - A press release announcing the Jane’s Place project was released by the Chaffee County Community Foundation; the text is included as Appendix C.
  - Two public Zoom meetings are planned for community engagement and input. A letter sent to neighbors within 350 feet of the property inviting them to the meetings. A copy of the letter has been included in this report as Appendix D.
  - This effort continues to gain support from employers and community members, and is on OEDIT’s “short list” of shovel ready projects for the forthcoming recovery funding.
- Short Term Rentals: After Buena Vista Trustees discussed short term rentals, their impact o the community, and the potential for regulation, I prepared a proposed strategy for studying the issue. My recommendation will be for this evaluation and resulting recommendations to be conducted county-wide, across jurisdictions, so that our



community may have one unifying approach to short term rentals. The draft proposal is included in this report as Appendix E.

## Community Partnerships

- Homeless Services: New locations for shelters. Men’s shelter at the First Christian Church, in Salida from 8:30 p.m. to 8:30 a.m. Women’s shelter is at the First Methodist Church in Salida, from 9:00 p.m. to 9:00 a.m.
- DOLA Division of Housing:
  - Funding distribution is being tracked by DOLA-DOH here: <https://public.tableau.com/profile/connor.everson5568#!/vizhome/HousingReliefProgramsDashboard/ApplicationsRequests?publish=yes>
  - Chaffee County tenants and landlords submitted 56 applications requesting \$107,700 in housing stabilization funds between August 2020 and February 2021, and 25 applicants have received \$34,400. These numbers are comprised of the following:
    - Emergency Housing Assistance Program (EHAP), 12 applied for: \$38,600; one (1) applicant received \$2,100.00
    - Property Owners Preservation Program (POP), 44 applied for \$69,100; 24 received \$32,300.00
- Colorado Housing Finance Authority: I’ve been working with our Customer Relations manager to bring pilot rural programs to Chaffee County.
- Colorado Mountain Housing Coalition: As President of the Colorado Mountain Housing Coalition, I am working with the executive board to establish a series of Zoom workshops during 2021, in lieu of the CMHC Annual Meeting. The Board members hosted listening sessions throughout January to solicit input on workshop session topics.
  - Topics include the following:
    - Mountain Migration, CAST & NWCCOG Study
    - CHFA’s CHIP Program
    - Inclusionary Housing Panel Discussion
    - Homeless Services in Rural Colorado

## Appendix A: Argis Solutions Statement of Work

## Appendix B: Developers Forum Statement of Work

### Developers Forum: Land Use Code Update

As part of the Health Disparities Grant Program, the Planning Collaborative will convene a multi-sector development forum to inform the County's land use code update with particular regard to the municipal growth areas and conservation subdivision design. The end goal is to ensure that Chaffee County remains "open" for business; improves upon our management of natural resources, views/rural landscapes, and sense of community; and manages equitable development within the municipal growth zones in a responsive and responsible way.

The intent of this forum is to bring together the following sectors:

- planning and economic development professionals;
- commercial, industrial, and residential developers and builders;
- funders and financiers;
- and other key individuals or groups.

The forum will be a series of facilitated discussions about the following:

Session 1a and 1 b: What projects are in the pipeline and what barriers and/or issues with regard to development are hindering them or increasing their costs; What are the potential solutions?(residential, commercial, and industrial development); (1 or 2 hour session)

*NOTE: Based on input from the Planning Collaborative, Session 1a will be focused on barriers to development in the Salida and Poncha Springs growth Zones Session 1b will be focused on barriers to development in the Buena Vista and Johnson Village growth zones.*

Session 2: Conservation Subdivisions: This session will focus on conservation subdivisions and how Chaffee County might or might not codify this approach in their LUC (1 or 2 hour session)

Session 3: Planning Collaborative only: Refine the prioritization and informing the report which will be submitted to the County Planning Commission. (1 or 2 hour session)

Session 4: Facilitator with Planning Collaborative will identify funding streams or grant sources to address potential solutions, if applicable; AND identify specific land use code changes that will address the identified issues, which can be recommended for updating the Land Use Code.

Session 5: Presentation of final report to forum participants and planning collaborative for final approval. (1 hour session)

Session 6: Presentation to Chaffee County Planning Commissioners, during a regularly scheduled meeting. (less than 1 hour)

Each of these sessions would be led by a professional facilitator, would focus on identifying trends, issues, and/or barriers with regard to developing in the municipal growth zones, and would solicit possible solutions to those trends, issues, and/or barriers, and would evaluate an update to the LUC to include conservation subdivision design.

Planning Collaborative includes the following:

Wendell Pryor, Economic Development Corporation  
Cindy Williams, Envision Chaffee County  
Mark Doering, Buena Vista Planner  
Jon Roorda, Chaffee County Planning Manager  
Christie Barton, Chaffee County Planner  
Brian Berger, Poncha Springs Administrator, et. al.  
Bill Almquest, Salida City Planner

## Appendix C: Jane's Place Press Release



~~February 22<sup>nd</sup>, 2021~~

---

**FOR IMMEDIATE RELEASE**

### **CCCF & Chaffee Housing Authority Announce Jane's Place Property Development**

**Chaffee County, CO** – The Chaffee County Community Foundation (CCCF), in a potential partnership with the Chaffee Housing Authority (CHA), announces a proposal to develop a half- acre site at the corner of Highway 291 and 3<sup>rd</sup> Street in Salida to serve local flexible housing and nonprofit needs. The development, currently being called “Jane’s Place,” in honor of the late Jane Whitmer, is proposed on property owned by Jane and her husband Ron Ferris. Jane was a life-long champion for the Salida community and recognized the need for flexible housing solutions and nonprofit hub; the original concept for parts of the development came from Jane herself before she passed in mid-2019. Seasonal employees, visiting professionals, entry-level wage earners, families and individuals in crisis, and Americorps volunteers serving local nonprofits are the primary target populations that Jane’s Place housing will serve.

Jane’s Place is envisioned as an innovative and one-of-a-kind development, combining multiple housing types together with service provision, nonprofit incubator and co-working center, and a social enterprise coffee shop. In addition to Jane’s original vision of housing for families, women, and children, the creativity and in-kind work of local architect Robert Grether has been formative to the creation of this concept. Together with the Chaffee County Office of Housing’s Director Becky Gray and CCCF Executive Director Joseph Teipel, this development has been in the planning stages since mid-2020.

Jane's Place proposes four buildings including 17 housing units, and 1,500 square feet of nonprofit and community development space on the site, currently zoned commercial C-1. In the proposed model, CCCF will purchase the site, own the land in perpetuity, and ground lease that land to CHA through a 99-year lease. CHA will then build, own, and manage the property as its first physical project since CHA's inception in late 2020. At its inaugural board meeting on February 18<sup>th</sup>, the CHA board of directors heard an overview of Jane's Place and gave a formal head nod to Director Becky Gray to pursue the concept. The CHA board will need to formally vote on developing, owning, and managing the project once the city zoning approvals have been issued.

The proposed development will require a Planned Development approval with variances for the number of housing units and parking. This process was kicked off on November 30<sup>th</sup>, 2020 in a joint work session between the Salida City Council and the Salida Planning Commission. Initial feedback was overwhelmingly positive from the elected and appointed officials. The project partners intend to submit a formal Planned Development application in time for consideration at the April 26<sup>th</sup>, 2021 Salida Planning Commission meeting.

In an effort to raise public support and awareness about the positive community impacts of Jane's Place on the Salida community, CCCF and CHA are hosting two virtual public meetings via Zoom on March 4<sup>th</sup> and March 18<sup>th</sup>, both starting at 5:30pm. Both meetings will offer residents, stakeholders, and others an opportunity to learn more about the project and ask questions. In addition, more information can be found at <https://www.housinghealthchaffee.org/advocacy-policy>. A public fundraising campaign will help to pay for the project, with more information forthcoming. For questions about supporting the project, please reach out to Joseph Teipel at [joseph@chaffeecommunity.org](mailto:joseph@chaffeecommunity.org).

**Zoom information for both March 4<sup>th</sup> and March 18<sup>th</sup> meetings at 5:30 pm:**

<https://us02web.zoom.us/j/85059180284?pwd=cmMwN1RXeGpJOG9GWVpGSDczZmt5QT09>

Meeting ID: 850 5918 0284

Passcode: 268621

One tap mobile:

+13462487799,,85059180284# US

Dial in from your phone only:

+1 346 248 7799 US

###

## Appendix D: Dear Neighbor letter re: Jane's Place

February 26, 2021

Dear Salida Neighbor:

It is with great excitement that we are contacting you to inform you about a flexible, workforce-centered, housing development being planned within your neighborhood. The Chaffee County Community Foundation and the Chaffee Housing Authority are collaborating to create a planned development on the southwest corner of 3<sup>rd</sup> Street and Highway 291 in Salida. The development of this project is expected to greatly enhance both the use and the aesthetics of the space, which is currently an empty lot partially covered in asphalt.

Can you imagine the benefits of a vibrant and attractive mixed-use center of activity that serves diverse community needs? We invite you to learn more about the proposed project by visiting [www.ChaffeeCommunity.org/JanesPlace](http://www.ChaffeeCommunity.org/JanesPlace).

The property is zoned C-1 Commercial, is part of the SH291 Overlay District, and is currently undeveloped. The proposed project includes four buildings containing 17 apartments, both one and two stories, containing studio, one-, and two-bedroom apartments, as well as a 1375 square foot flex-use space designed to support our non-profit community. The housing units have been designed specifically with Chaffee County workforce and other targeted community populations in mind and will be rented at affordable rates and with flexible lease terms. Its character is in keeping with the current zoning and use of the surrounding area, which currently contains a variety of commercial and residential properties.

Community support for this project is very important to us, and therefore we are reaching out to our future neighbors to invite you to one of two Zoom meetings, where we can provide you with an overview of the project, provide you with contact information should you have any questions or concerns, and ask for your input and support as we move through the approval process with the City Officials. These meetings are set for 5:30 – 6:30 pm on both March 4<sup>th</sup>, 2021 and March 18<sup>th</sup>, 2021. The Zoom link and call-in numbers are referenced at the end of this letter.

In the event you are unable to attend either of the Zoom meetings, our contact information is included below, and you are more than welcome to reach out with any questions. Alternatively, you can visit [www.ChaffeeCommunity.org/JanesPlace](http://www.ChaffeeCommunity.org/JanesPlace) for up-to-date information on the project.

We welcome and encourage your feedback, as neighborhood engagement and support is essential to a successful project.

Lastly, your support for this project would mean the world to us and to our community members who would benefit from the project in the future. It will demonstrate to City Officials that our community values workforce housing and the diversity that comes from inclusive communities.

We intend to bring the project before the Salida Planning Commission on April 26, 2021. We have included a draft letter of support, and encourage you to either sign your name to the draft offered - or write your own letter – and submit it to Bill Almquist, City of Salida Planner, at [bill.almquist@cityofsalida.com](mailto:bill.almquist@cityofsalida.com).

Respectfully,

Joseph Teipel, Director

Chaffee County Community Foundation

719-204-5071

[joseph@chaffeecommunity.org](mailto:joseph@chaffeecommunity.org)

Becky Gray, Director

Chaffee County Office of Housing

719-239-1398

[bgray@chaffeecounty.org](mailto:bgray@chaffeecounty.org)

Zoom information for both March 4<sup>th</sup> and March 18<sup>th</sup> information sessions

Join Zoom Meeting

<https://us02web.zoom.us/j/85059180284>

Meeting ID: 850 5918 0284

Passcode: 268621

One tap mobile:

+13462487799,,85059180284# US

Dial in from your phone only:

+1 346 248 7799 US, Passcode: 268621



Sample Letter of Support for the Planned Development at 3<sup>rd</sup> Street and Colorado Highway 291,  
Salida

Mr. Almquist,

I am a Salida resident living at <<Your Address Here>>.

The cost of housing in Chaffee County has increased so rapidly and so much that many of our neighbors and friends, essential workers in our businesses, schools, and non-profits, and seasonal workers supporting our industries, are unable to afford to live here. I also know that workforce housing has been identified as one of the top priorities for our community.

It is exciting to see community-centered entities like Chaffee County Community Foundation and the Chaffee Housing Authority work collaboratively to address the issue of workforce housing. Their proposed planned development at the corner of 3<sup>rd</sup> Street and Colorado Highway 291 will provide much needed housing for current and future Chaffee County residents, offer our businesses secure housing as a tool for recruiting and retaining talent, and provide seasonal housing opportunities for employees of our important rafting, skiing, and public land management industries.

I am pleased to see this type of community-based development occurring in my neighborhood, and look forward to seeing the vibrancy and activity that this development will bring.

Sincerely,

<<Your Name>>

## Appendix E: Short Term Rental Evaluation Strategy

### Short Term Rental Evaluation Strategy

The Chaffee Housing Authority (CHA) is proposing a county-wide, inclusive, data-informed, community engagement strategy to evaluate the impact of Short Term Rentals (STR's) on the availability and affordability of Long Term Rentals (LTR's), as well as the financial impact of the lodging generated by STR's, and establishing a menu of policy approaches to mitigate or encourage the negative and positive impacts, respectively.

**Work Group:** CHA proposes the creation of a STR Work Group, which will gather data, conduct community outreach, explore best practices, and ultimately refine a list of potential policy approaches. This STR Work Group will be comprised, at a minimum, of at least one member of the CHA Board of Directors, at least two members of the STR community, at least two members of the traditional lodging community, as well as interested community members. The Director of Housing will facilitate the Work Group, provide data, best practices, and other requested information, and guide the discussions toward a productive goal.

**Outcome:** The outcome of this STR Work Group will be a written report documenting the data used to analyze the situation, a summary review of best practices in communities similar to ours, and a menu of potential policy actions for governing bodies of Buena Vista, Chaffee County, Poncha Springs, and Salida to consider. The report will provide an overview of the STR's and associated data in the county as a whole, as well as break out the data by each jurisdiction. This report will be provided to and presented to all governing bodies, and each jurisdiction can then evaluate the recommendations and adopt their own approaches to managing the impacts of STR's.

A desired outcome from the perspective of the CHA is one unified approach to managing the impacts of STR's county-wide, which will help balance the housing stock availability across jurisdictions; ultimately, however, each jurisdiction will be making their own policy decisions

**Timeframe:** This activity, upon approval of the CHA Board of Directors, would likely begin during Q3 2021, and be completed by the end of Q4 2021.

**Cost:** The cost of convening and facilitating this STR Work Group is included in the financial contributions that each jurisdiction makes to the Chaffee Housing Authority.

Data: Evaluative data for this effort will include, but not be limited to, the following:

Data	Source	Purpose
Ownership addresses for every parcel in Chaffee County	Chaffee County Assessors Database	Establish the estimated number of in-county property owners  Establish the estimated number of out-of-county property owners
Number of licensed STR's	Each jurisdiction	Establish the percentage of the housing stock that is dedicated to STR's
Workforce Data	Workforce Center of Colorado	Establish the number of households working in Chaffee County, and their income level
Housing and Economic Data	US Census American Community Survey	Establish the number of housing units, households, average household size, and income levels.
Property tax revenue	County Assessors	Establish the property tax revenue received from Commercial lodgers  Establish the property tax revenue received from STR properties
For Sale Home prices	Central Colorado Realtor Association	Establish the trends of price increase of for sale properties.
Building Permit Data	County Building Department	Establish the rate at which new housing units are being added to the county-wide housing stock.





- **228 F Street:** Plans were reviewed, approved, and a permit was issued for a tenant finish of existing space for a pizza restaurant on the third floor of the Manhattan Hotel.

**Buena Vista:**

- **215 N. Hwy 24:** A permit was issued for a structural repair of Ponchos Restaurant.

**Chaffee County:**

- **15870 CR 162:** A hotel building was approved and a permit was issued on the Mount Princeton property.

**Inspection Totals**

- We performed 874 field inspections in the month of February.
- We issued 31 certificates of occupancy in February.

**II. Planning & Zoning**

**A. Land Use Code:**

- The amendment to Article 7.7.2, the Airport Overlay District was heard at the September 29, 2020 regular meeting and was recommended for approval. The amendment was heard by the BoCC on October 13, 2020 and approved. The Resolution was to be heard by the BoCC on November 4, 2020 when staff noted an error in the densities shown in Table 7.7.2 necessitating re-review by the Planning Commission. This was to be heard by the PC on January 5, 2021 but was continued to January 26, 2021 and then to February 23, 2021 and then **March 02, 2021** to allow review by the Airport Advisory Board.
- Changes to the Marijuana Optional Premises Cultivation setbacks in Article 7.8.22 have been requested by the owner of a facility. This was discussed by PC & BoCC in a joint work session on February 25, 2020 with consensus for a change and never scheduled for public hearing. The amendment was to be heard by the PC in work session on January 5, 2021 but was continued to January 26, 2021 and February 23, 2021 and **March 2, 2021**. The PC voted to recommend approval of the proposed LUC text amendment to the BoCC which will be heard by the BoCC on March 9, 2021.
- An amendment to LUC Article 4.2.6, Special Events Permits has been proposed by a member of the general public. This amendment proposes that permits be required for all special events that involve amplification, admission or a commercial use. This application was heard by the Planning Commission in a joint work session on February 23, 2021. The application will be heard by the PC on **March 30, 2021** and BoCC on **April 13, 2021**.

**B. Land Use Current / Pending / in progress:**

**Applications Scheduled for Public hearing:**

- The Cooper Property Minor Subdivision Final Plat at 9325 CR 160 and 9693 CR 163 proposes to divide 16.73 acres into 3 – 2 acres lots and a 10.73 acre lot. The sketch plan was approved for agency review by the Planning Commission on September 29, 2020. The applicant appealed elements of the approval and this was heard by the BoCC on December 8, 2020 and approved in part. The application was sent for agency review. The Final Plat application was before the Planning Commission on February 23, 2021 and

continued to a date uncertain to allow the applicant to prepare a drainage report and engineering plans for the roadway. This application will be before the BoCC on **March 9, 2021** with a request to continue to a date uncertain.

- The Ogden Major Subdivision sketch plan at 12806 CR 190E proposes the division of the 20.14 acre Lot 2 of the Ogden Heritage Water Subdivision Exemption into 5 lots of 2.03 acres each. This application was before the Planning Commission on February 23, 2021 and recommended for approval. The application will be before the BoCC on **March 9, 2021**.
  - The Schalit and Forrester Boundary Line Adjustment at 7857 and 7893 CR 150 (Schalit and Forrester respectively) seeks to eliminate the encroachment of a stable onto the Forrester property with no change in the acreages (to 0.00 acres) and with the stable to clear the property line by 3', which setback complies with the Commercial zone. This application will be before the BoCC on **March 2, 2021**.
  - Public Service Company of Colorado (dba XCEL Energy) has applied for a height variance to facilitate re-construction of the 6905 transmission line which runs (in Chaffee County) from near the top of Poncha Pass to the Xcel substation west of Poncha Springs. The line is noted as over 100 years old, with the last re-construction in 1945. This line is considered existing critical local infrastructure and is not subject to the requirements of LUC Table 2.2. The existing poles range from 30-55 feet. The height variance request is for 40 to 115 feet ( a 5-90 foot variance) with the most common height to be 75 feet (a 40 foot variance). This Application will be before the BOARD OF ADJUSTMENT on **March 10, 2021**.
  - The Joplin Properties, LLC application to vacate roadways adjacent to Block 16 in Nathrop will be before the BoCC on **March 16, 2021**.
  - The Peak View Major Subdivision Sketch Plan at 11415 CR 190 W is being done in conjunction with the Sunnyside CR 190, LLC Heritage Water Subdivision Exemption to create a total of 8 lots. This application will before the Planning Commission on **March 30, 2021** and before the BoCC on **April 13, 2021**.
  - The Sunnyside CR 190, LLC Heritage Water Subdivision Exemption at 11415 CR 190 W is being done in conjunction with the Peak View Major Subdivision. This application will create 2 lots. The application will be before the BoCC on **April 6, 2021**.
  - The Meadows Farm on Crossman Ave., west of Buena Vista, has made application for an outdoor theater which is a Major Impact Review in the Residential Zone. This application will be before the the Planning Commission on **April 6, 2021** and before the BoCC on **April 20, 2021**.
- Recently Approved, Denied or Withdrawn Applications:**
- Scenic Acres Minor Subdivision sketch plan at 12764 W Highway 50 proposes to divide 5.73 acres into 2 lots of 2.44 and 3.27 acres. This application was before the Planning Commission on February 2, 2021 and was approved.
  - The Reynolds Property Plat Amendment of Lot 1 Pinon Ridge East Subdivision proposes the relocation of the originally platted building

envelope. This application was before the BoCC on February 2, 2021 and was approved.

#### Applications Requiring Applicant Action:

- The Shaw Ranch Major Subdivision Sketch Plan at 7380 CR 221, east of Maysville, proposes 8 Lots on 74.4 acres. Lots will range from 2.4 to 34.7 acres. This application was to be heard by the Planning Commission on January 5, 2021 and by the BoCC on January 19, 2021. The application was continued by the Planning Commission to January 26, 2021 to allow review of the late submittal of a large document containing technical information by the applicant. At the January 26 meeting the Sketch Plan was recommended for approval by the Planning Commission. The application was heard by the BoCC on February 9 2021 and approved.
- The Aspire Tours application for Limited Impact Review at 11302 CR 190W proposes an Outfitting Facility, a Commercial Campground and a Seasonal Employee Campground on a 44-acre parcel. This application was to be heard by the Planning Commission on February 25, 2020 but was continued to March 31, 2020 at the applicant's request. The application was before the Planning Commission on July 7, 2020 and further **continued to a date uncertain** to allow the applicant to provide a water supply study and traffic study of the property.
- The Morrison Heritage Water Subdivision Exemption at 15974 CR 306 proposes the creation of one lot and one outlot in conjunction with a Minor Subdivision. The HWSE was heard by the BoCC on November 19, 2019 and approved. The Minor Subdivision was heard by the PC on November 19, 2019 and was recommended for approval.
- Ruby Mountain Minor Subdivision sketch plan, located east of the Arkansas River adjacent to the Ruby Mountain campground, proposes to divide a 19.7-acre parcel into two lots. This application was before the PC on January 29, 2019 and recommended for approval. The application will be sent for agency review upon receipt of the final submittal.
- El Rancho Vaquero Minor Subdivision north of the Buena Vista rodeo grounds proposes to divide the outlot created by the Heritage Water Subdivision into 3 lots of 9.6 to 9.8 acres. The Minor Subdivision was before the Planning Commission on February 26, 2019 and recommended for agency review. Road dedication issues are trying to be resolved with BV.

#### Out of Compliance Applications:

- Estates at Mt. Princeton Phase II & III (OLD) are required to be completed by 06/08/2015 (sketch plans for multiple filing subdivisions are valid for a maximum of 5 years under the old regulations). The PUD development agreement also refers to a five-year term, requiring that all phases have final approval within 5 years. Staff had a pre-application meeting with the applicant on 6/4/15. This subdivision is out of compliance. Staff met with representatives of Mt. Princeton Holdings and Phelps Engineering on September 30, 2019 and it was agreed that Phases II & III will need to be considered as a new application. A replat of lots in Phase I was also discussed. No application has been submitted to date.



- Whispering Pinons Acres Major Subdivision Sketch Plan at 11341 CR 206, west of the Poncha Springs Cemetery, proposing 12 lots on 40 acres was heard and approved by the BoCC on March 13, 2018. Staff granted a 6-month extension to submit the preliminary plat through September 13, 2019. We have not heard from the applicant. This application is out of compliance. **A letter was sent to the applicant on February 22, 2021 by planning Staff notifying the applicant that three years had passed and the application was considered withdrawn.**

**C. Nestle Waters:** On September 3, 2019 Nestle submitted an application for extension of their 1041 permit without amendment. The BoCC considered a continuance of this hearing on April 7, 2020, and eventually, hearing dates of October 20, and 22, 2020 were set for the Fairgrounds. At the meetings staff reports, expert testimony, opposition presentation, public comment and applicant rebuttal took approximately 13 hours after which, the public comment portion of the application was closed. Deliberation by the BoCC occurred on November 5, 10, and 17, 2020 at which time the BoCC determined a need for an economic impact study. The contract for the study was considered at the December 8, 2020 meeting and approved for signature at the December 15 meeting. The hearing was continued to January 19, 2021 for Nestle to respond regarding biodegradable bottles and the permit was extended to August 4, 2021 to allow for submittal, review and comment on the economic impact study.

**D. Subdivisions subject to SIA with Lot Sales Restrictions:**

1. Estates at Mt. Princeton: LSR on Phase 1, Lots 10 and 16-27; was extended through June 27, 2019. Staff met with the applicant on September 30, 2019, see out of compliance applications.
2. River Meadow Estates Addition, Fil. 1-4; LSR was extended through October 20 2029
3. Shikoba Acres Fil. 2: LSR was extended through July 6, 2023.
4. Bos Minor Subdivision: LSR on all 4 lots through November 11, 2019. This will require extension.
5. Chipeta Meadows Minor Subdivision: LSR on Lot 1 through July 13, 2019. This requires extension
6. Longhorn Ranch: Chaffee County holds an escrow account of \$10,000 for completion of improvements.
7. Oak Leaf Solar Farm: Improvements and Maintenance Agreement through July 27, 2019. The applicant has submitted the funds required by the Improvements Agreement and has submitted an application for the building permit. Construction is complete. The landscaping of the property has been completed and staff inspected the improvements on July, 16 2020 at which time it was noted that the irrigation system was not functional and that some of the plantings did not look healthy or were dying. The release of funds was before the BoCC on July 21 and this item was continued to August 11, 2020 and then September 8, 2020 to allow the applicant to repair the irrigation system, attend to the plantings and allow staff to do another site visit. Staff visited the site again on September 4, 2020 and found the plantings to be taking hold and the irrigation system to be functional. At the September 8 hearing the BoCC

approved release of one-half of the escrow funds and set another review of the landscaping at the first meeting in May of 2021.

8. Rafter's Roost: Improvements and Maintenance Agreement through October 31, 2021 for Phase I and through October 31, 2024 for Phase II.
9. Strother Minor Subdivision: LSR through July 7, 2023.

#### **E. Violation Investigations**

1. Staff is looking into a possible violation of camping on private land regulations for a property in Trout Creek Meadows.

### **III. Engineering**

#### **A. Road and Bridge**

1. Granite Bridge: See section E. Engineering projects.

#### **B. Plan Review**

1. Staff reviewed the following plans and performed the following inspection:
  - a. Cooper Minor Subdivision,
  - b. Staff performed the Rio Frio rough subdivision road inspection.
  - c. Staff reviewed the civil and structural drawing for the Mt. Princeton Creek-side condos.

#### **C. OWTS Program**

1. In February staff reviewed 7 OWTS designs. Issued 7 OWTS permits and 3 are on hold.
2. Forest Creek Cabins on CR 330 in Buena Vista: Staff met with SGM engineering and performed a site-visit to discuss the owners wishes to have the septic system transferred from the state to the county. Staff informed SGM that the systems will need to be investigated for quality and size. The cabins will need to be inspected to confirm number of bedrooms. Staff commented that the systems will probably need to be upgraded to meet the requirements of the 2017 Regulation 43 and Chaffee County amendments.
3. Staff met with the BV public works director to discuss the transfer of responsibilities in the evaluation of all septic systems within the BV water protection district. Staff will approve the septic systems and confirm the treatment level meets the requirements of Buena Vista. The fees that were paid to Buena Vista will now be paid to the Development Department. We will send a letter to Buena Vista with the final approval.

#### **D. Regional engineering plan review and inspection**

1. Staff received a request from PZ to investigate an irrigation ditch bridge on North Forty Rd., in Nathrop. There was an incident at the above location where Chaffee County fire was responding, and Chaffee County Fire would not cross the bridge due to their opinion that the bridge was unsafe. Staff performed a visual inspection of the bridge on 2/17/2021. The super structure appears to be in good working order but the trackway may need to be repaired and or replaced. A more in-depth investigation is needed to confirm this assumption. Staff recommended that calculations be performed to determine the caring capacity of the bridge.



## E. Engineering Projects

1. Army Corp Of Engineers, "Waters of the USA", violations:
  - d. 30450 CR 371; Staff received information from the owners that a survey has been completed and they have contacted an engineer to calculate the BFE (base flood elevation). The engineering firm can't perform the work until fall 2021.
2. Salida Airport Beacon Tower:
  - a. Xcel set the electric meter on 2/25, and on the same day EasTex Tower moved the airport beacon from the old location to the new tower. On 2/26 the tower will be completed and fully operational.
  - b. To Do:
    - i. Old wood tower needs to be dismantled,
    - ii. The existing users will need to be removed from the old tower and if they choose, moved to the new tower.
    - iii. The existing users will need to sign a lease agreement and will have to pay to have their systems removed and moved to the new tower.



3. Fair grounds:
  - a. North building:
    - i. Heating/cooling have not been finalized,
    - ii. Weather stripping around garage door has been installed,

- iii. Staff is researching the costs to remodel the North Building and add bathrooms. Staff presented this information to the commissioners. Staff then researched adding showers to the bathroom
  - b. Camper dump: the camper dump concrete pan was poured and the camper dump is operational.
  - c. Master plan update: no new news to report
  - d. Through Homeland Security there is money available for back-up generators. Staff attended a meeting initiated by the Emergency Manger to discuss the installation of a backup generator at the fairgrounds. Staff put the Emergency Manager in contact with an electrical engineer to write the specifications for the generator and prepare the information for HLS.
4. Chaffee County Administration Building:
  - a. The definite design has resumed.
5. Public safety Building BV:
  - a. Round 2 and 3 of architect interviews were performed. The interviewers were, County Financial director, County Administrator, County EMS manager, and staff. The winning Architect has been chosen and this was presented to the commissioners on March 2 for their final approval.
6. Assessors remodel: staff will be the county representative for the Assessors remodeling.
  - a. On 2/25 a meeting with potential contractors was held and the area was toured by the contractors.
7. Granite Bridge rehabilitation:
  - a. Staff received approval from CCI to extend the current the grant to the end of 2023, Staff has informed CDOT and Otak that the engineering may resume.
8. Chaffee County EMS/911 communication tower fencing:
  - a. No new news to report.
9. Short term rentals (STR):
  - a. Currently there are 45 STR on hold and 10 in the queue.