

# **Board of County Commissioners Meeting**

**Tuesday, November 1, 2016**

**Hearing Room 1, First Floor**

## **AGENDA**

The Tuesday meeting of the Board of County Commissioners (The Board) is an open meeting in which the Board approves contracts, expends funds, hears testimony, makes decisions on land use cases and takes care of other county matters. The public is welcome to attend.

The Board meeting has three parts: Public Comment, the Business Meeting and the Public Hearing.

### **General Procedures**

Agenda items will normally be considered in the order they appear on this agenda. However, the Board may alter the agenda, take breaks during the meeting, work through the noon hour; and even continue an item to a future meeting date.

### **Public Comment (8:00 a.m.)**

The Board welcomes your comments; During the public comment time, members of the public have three minutes to present views on county matters that are not included on the Hearing Agenda. The public comment time is not for questions and answers: it is your time to express your views.

Please note that you are always welcome to communicate with the Board on the county's Web site ([www.jeffco.us](http://www.jeffco.us)), by e-mail ([commish@jeffco.us](mailto:commish@jeffco.us)), by phone (303-271-8525), fax (303-271-8941) or US mail (100 Jefferson County Parkway, Golden, CO 80419). You can also meet your Commissioners at numerous community events such as town hall meetings, homeowner associations and chamber meetings.

### **Business Meeting**

**Call to Order**

**Pledge of Allegiance**

**Approval of Minutes Dated October 25, 2016**

**Tuesday, November 1, 2016 (continued)**

**Consent Agenda**

CONSENT AGENDA PROCEDURES - Items on the Business Meeting Consent Agenda generally are decided by the Board without further discussion at the meeting. However, any Board member may remove an item from the Business Meeting Consent Agenda. The Board is not required to take public comment on removed items, but may request additional information and input.

1. **Resolution CC16-430** Expenditure Approval Listings Dated October 27, 2016 - Accounting
2. **Resolution CC16-431** Expenditure Approval Listings Dated November 3, 2016 - Accounting
3. **Resolution CC16-432** Bi-Weekly Payroll Register - Accounting
4. **Resolution CC16-433** Appointments to the Foothills Regional Emergency Trauma Advisory Council - Board of County Commissioners
5. **Resolution CC16-434** Appointment to the Jefferson County Corrections Board - Board of County Commissioners
6. **Resolution CC16-435** Appointment to the Jefferson County Housing Authority Board - Board of County Commissioners
7. **Resolution CC16-436** Appointment to the Jefferson County Library Board - Board of County Commissioners
8. **Resolution CC16-437** Appointments to the Tri-County Workforce Development Board - Board of County Commissioners
9. **Resolution CC16-438** Grant Application and Acceptance - State Court Administrator's Office for Colorado Security Fund Grant - Sheriff
10. **Resolution CC16-439** Change Order Approval - A-1 Chipseal Company for Contract over \$100,000.00 - Facilities
11. **Resolution CC16-440** Contract Second Amendment - LFI Fort Pierce Inc. dba Labor Finders for Temporary Flagger Services (Additional Contract Amount of \$100,000.00 for a total Revised Contract Amount NTE \$245,000.00) - Road and Bridge

Other Contracts and Resolutions for which Notice was not possible may be considered.

**Tuesday, November 1, 2016 (continued)**

**Regular Agenda - No Agenda Items**

**Public Hearing**

There are two parts to the Public Hearing Agenda: the Hearing Consent Agenda and the Regular Hearing Agenda.

Items are listed on the Hearing Consent Agenda because no testimony is expected. In the event a Commissioner or any member of the public wishes to testify regarding an item on the Consent Agenda, the item will be removed and considered with the Regular Hearing Agenda.

Unless otherwise stated by the Chair, a motion to approve the Hearing Consent Agenda shall include and be subject to staff's findings, recommendations, and conditions as listed in the applicable Staff Report.

**Hearing Consent Agenda**

12. **Resolution CC16-429**

**Case Number:** 16-110093RZ: Rezoning  
**Case Name:** Rising Properties Official Development Plan  
**Owner/Applicant:** Rising Properties, LLC  
**Location:** 27985 Meadow Drive  
Section 3, Township 5 South, Range 71 West  
**Approximate Area:** 0.63 acres  
**Purpose:** **To rezone from Commercial-One (C-1) to Planned Development (PD) to allow residential uses in an existing commercial building.**  
**Case Manager:** Mike Madrid

The public is entitled to testify on items under the Public Hearing Regular Agenda. Information on participation in hearings is provided in the County's brochure, *"Your Guide to Board of County Commissioners Hearings."* It may be obtained on the rack outside the hearing room or from the County Public Information Office at 303-271-8512.

**Hearing Regular Agenda - No Agenda Items**

**Tuesday, November 1, 2016 (continued)**

## **Reports**

**County Commissioners**

**County Manager**

**County Attorney**

## **Adjournment**

Jefferson County does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or sexual orientation in the provision of services. Disabled persons requiring reasonable accommodation to attend or participate in a County service, program or activity should call 303-271-5000 or TDD 303-271-8071. We appreciate a minimum of 24 hours advance notice so arrangements can be made to provide the requested auxiliary aid.

Board of County Commissioners meetings can be viewed on a television monitor in the cafeteria on the lower level of the Jefferson County Administration and Courts Facility. Also, you may use the cafeteria tables there to work or gather until the Board is ready to hear your case. Board meetings and hearings are recorded and available on the county's Web site at [www.jeffco.us](http://www.jeffco.us).

## **COMMISSIONERS' MINUTES OF OCTOBER 25, 2016**

The Board of County Commissioners of the County of Jefferson, State of Colorado, met in regular session on October 25, 2016 in the Jefferson County Government Center, Golden, Colorado. Commissioner Libby Szabo, Chairman presided. Commissioner Donald Rosier, Commissioner Casey Tighe and Tracy Emerson, Deputy Clerk to the Board, were present.

Commissioner Libby Szabo, Chairman called the meeting to order.

### **STAFF PRESENT:**

Ralph Schell, County Manager

Ellen Wakeman, County Attorney

Kourtney Hartmann, Assistant County Attorney

Jeffrey Shrader, Sheriff

Chris Courtney, Board of Equalization Appeals Administrator

Justin Montgomery, Planner

### **APPROVAL OF MINUTES**

Following a general discussion, the Board upon motion of Commissioner Rosier, duly seconded by Commissioner Tighe and by unanimous vote, approved the Minutes of October 18, 2016 with a name correction to agenda item #10.

### **CONSENT AGENDA**

The Board approved the following Resolutions:

1. **Resolution CC16-417** Expenditure Approval Listings - Accounting
2. **Resolution CC16-418** Bi-Weekly Payroll Register - Accounting
3. **Resolution CC16-419** Abatement/Refund of Property Taxes - Board of Equalization
4. **Resolution CC16-420** Cancel 30 Year Old Tax Liens Struck to the County in the 1986 Tax Lien Sale Per C.R.S. 39-11-142(6) - Treasurer
5. **Resolution CC16-421** Joseph W. Bowles Reservoir Company Amended and Restated Operating Agreement - Open Space

6. **Resolution CC16-422** Grant Application and Acceptance - Colorado Department of Transportation for 405C Traffic Records Program Funding Grant 2017 - Transportation and Engineering

7. **Resolution CC16-423** Third Contract Renewal - Eide Bailly, LLP for External Audit Services (\$293,900.00) - Finance and IT

### **REGULAR AGENDA**

The Board approved the following Resolution:

8. **Resolution CC16-424** Recommendations for Valuation - Board Equalization

Following a general discussion, the Board upon motion of Commissioner Rosier, duly seconded by Commissioner Tighe and by unanimous vote, adopted and approved **RESOLUTION CC16-424**.

### **Law Enforcement Authority**

9. Law Enforcement Authority Report

The Board accepted the 2016, Third Quarter Law Enforcement Authority Report.

### **PUBLIC HEARING CONSENT AGENDA**

No one requested to testify in the following case:

10. **Resolution CC16-416**

**Case Number: 15-113327PF: Preliminary and Final Plat**

Case Name: Victorio Subdivision Filing 3

Owner/Applicant: Meadows Investors, LLC

Location: 11550 West Meadow Drive

Section 28, Township 6 South, Range 69 West

Approximate Area: 4.58 Acres

**Purpose: To subdivide the property into two (2) commercial lots.**

Case Manager: Steve Krawczyk

The Board upon motion of Commissioner Rosier, duly seconded by Commissioner Tighe and by unanimous vote, adopted a resolution approving the item on the consent agenda subject to the adopted conditions of approval.

### **PUBLIC HEARING REGULAR AGENDA**

#### **11. Resolution CC16-415**

##### **Case Number: 16-Case Number: 16-105311RZ: Rezoning (continued from September 13, 2016)**

Case Name: Emmaus Catholic Retreat & Conference Center ODP  
Owner/Applicant: Camp St. Malo Catholic Conference & Retreat Center, Inc.

Location: 13034 South US Highway 285  
Sections 5 & 6, Township 7 South, Range 71 West, Sections 31 & 32,  
Township 6 South, Range 71 West  
Approximate Area: 247.1 Acres

**Purpose: Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.**

Case Manager: Justin Montgomery

Sworn Testimony:        Father Randy Dollins, applicant  
                                 Bob Saas  
                                 Linda Bishop  
                                 Valerie Amburn, Glenelk Association  
                                 Gail Hite  
                                 Randy Jensen, Douglas Ranch HOA  
                                 Mike Borrego  
                                 Randy Brame  
                                 Zack Weitl  
                                 Marlene Maxon  
                                 James Sharn  
                                 Dan Modus (did not spell name)  
                                 John Lay  
                                 Tom Altherr  
                                 Dorothy Safford  
                                 Regina Grasberger  
                                 Candice Uchols  
                                 Daryl Parness  
                                 Susan Festag

Kim Tempest  
Steve Sparer  
Emily Bray  
Janet Wooten  
Cindy Glenhart  
Annett McDaniel  
John Rosenthal  
Bjorn Dahl  
Lyle Laverty  
Michael Six

Following the taking of sworn testimony and a general discussion, the Board upon motion of Commissioner Rosier, duly seconded by Commissioner Tighe and by unanimous vote, adopted a resolution to go into **executive session for Attorney-Client Communication Only** regarding Rezoning Case #16-105311RZ.

The portion of the executive session that was not recorded was confined to the topic authorized for discussion in an executive session pursuant to Section 24-6-402 (4) C.R.S.

The Board came out of executive session.

Following a general discussion, the Board upon motion of Commissioner Tighe, duly seconded by Commissioner Rosier and by unanimous vote, adopted **RESOLUTION CC16-415** continuing Rezoning Case #16-105311RZ to December 6, 2016 at 8:00 a.m. to allow evidence regarding any agreement that may be reached between the Archdiocese of Denver Management Corporation and Elk Creek Fire Protection District, and limiting public comment to testimony and evidence directly related to such agreement.

## **REPORTS**

The Commissioners attended a planning session for the Jefferson Parkway Public Highway Authority, a ceremony for Jefferson County Historical Commission and presented an award to Bill Matthews for his dedicated volunteer work on the Board of Adjustment.

Commissioner Rosier congratulated NFT Inc, located in Jefferson County, recently recognized as one of Colorado's Companies to Watch in 2016 by Colorado Biz Magazine.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned.

Attest:

Board of County Commissioners of  
the County of Jefferson, Colorado

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Tracy Emerson, Deputy Clerk

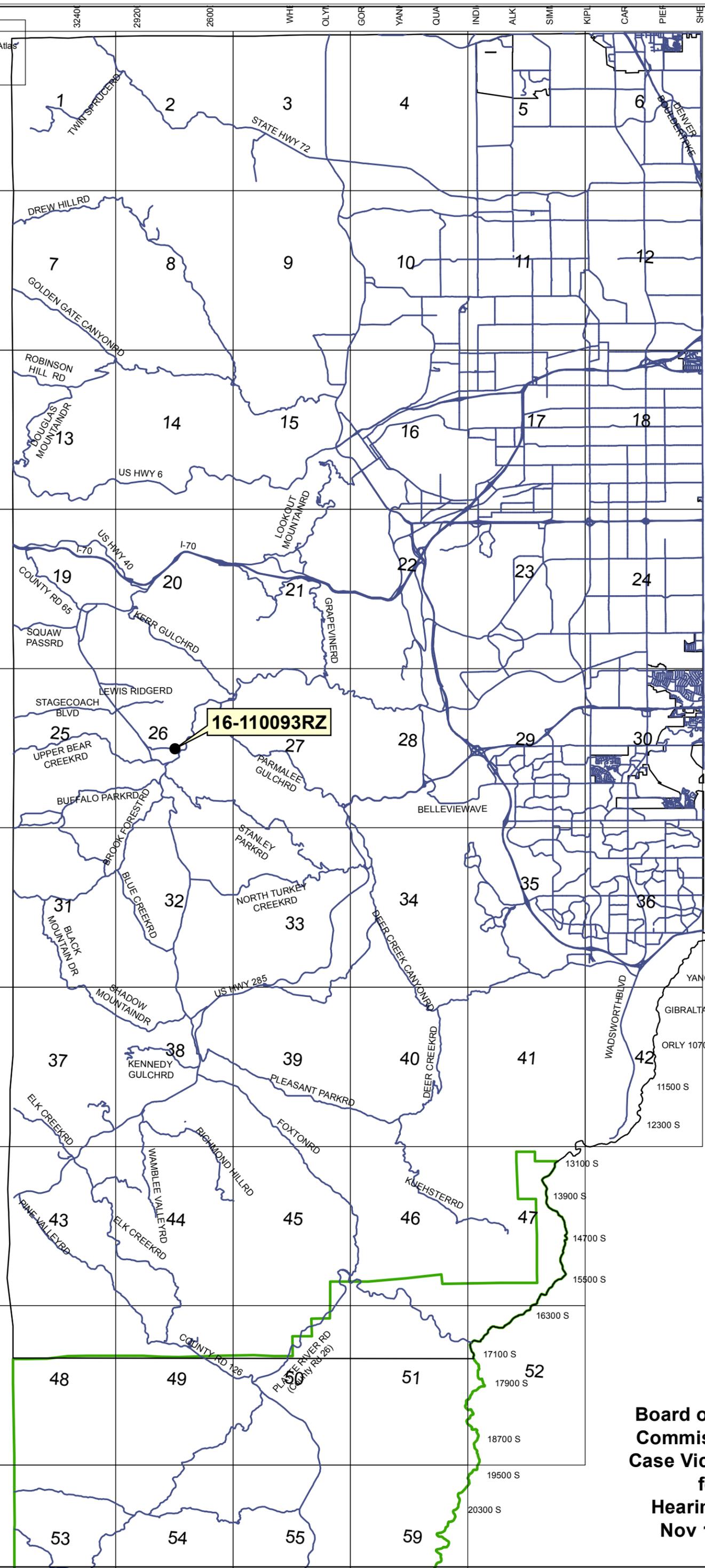
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Libby Szabo, Chairman

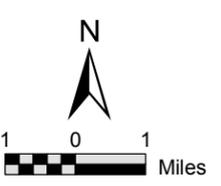
Key

3 County Road Atlas map number

Roads

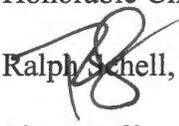


- W. 120TH AV. 12000
- W. 112TH AV. 11200
- W. 104TH AV. 10400
- W. 96TH AV. 9600
- W. 88TH AV. 8800
- W. 80TH AV. 8000
- W. 72ND AV. 7200
- W. 64TH AV. 6400
- W. 56TH AV. 5600
- W. 48TH AV. 4800
- W. 38TH AV. 3800
- W. 26TH AV. 2600
- W. COLFAX AV. 1500
- W. 6TH AV. 600
- ALAMEDA AV. 300 S
- MISSISSIPPI AV. 1100 S
- JEWELL AV. 1900 S
- YALE AV. 2700 S
- HAMPDEN AV. 3500 S
- QUINCY AV. 4300 S
- BELLEVUE AV. 5100 S
- BOWLES AV. 5900 S
- COAL MINE AV. 6700 S
- KEN CARYL AV. 7500 S
- CHATFIELD AV. 8300 S
- YANCY 9100 S
- GIBRALTAR 9900 S
- ORLY 10700 S
- 11500 S
- 12300 S
- 13100 S
- 13900 S
- 14700 S
- 15500 S
- 16300 S
- 17100 S
- 17900 S
- 18700 S
- 19500 S
- 20300 S



**Board of County Commissioners' Case Vicinity Map for Hearing Date Nov 1, 2016**

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners  
**FROM:**  Ralph Schell, County Manager  
**DIST:** Tim Kauffman, County Treasurer  
**RE:** EXPENDITURE APPROVAL LISTINGS  
**DATE:** November 1, 2016

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**Staff Recommendation:**

Allow settlement of accounts listed on the Expenditure Approval Listings dated October 27, 2016

Resolution No.

**CC 16 - 430**

**Background:**

Jefferson County has established a system of controls to reasonably assure that the claims to be examined and settled by the BCC on the Expenditure Approval Listings are allowable.

Further, the staff has reviewed all claims and has reasonable assurance that all claims are allowable and are in order to be paid.

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Prepared By: Kay Aberle, Accounting Supervisor, x8532, Jefferson County Accounting Division

Reviewed by: Deborah Freischlag, Director of Accounting, x8542, Jefferson County Accounting Division

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners

**FROM:** Ralph Schell, County Manager

**DIST:** Tim Kauffmann, County Treasurer

**RE:** Approval of Expenditure Approval Listing dated November 3, 2016

**DATE:** November 1, 2016

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**Staff Recommendation:**

Allow settlement of accounts listed on the Expenditure Approval Listings dated November 3, 2016 to be prepared by the Accounting Division subject to review and approval by the County Manager or his designee.

Resolution No.

**CC 16 - 431**

**Background:**

Jefferson County has established a system of controls to reasonably assure that the claims to be examined and settled by the BCC on the Expenditure Approval Listings are allowable.

Further, the staff has reviewed all claims and has reasonable assurance that all claims are allowable and are in order to be paid.

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Prepared by: Sheri Haxton, Administrative Coordinator, x8559, Jefferson County Accounting Division

Reviewed by: Deborah Freischlag, Director of Accounting, x8542, Jefferson County Accounting Division.

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners

**FROM:**  Ralph Schell, County Manager

**DIST:** Ralph Schell, Tim Kauffman, Accounting

**RE:** BI-WEEKLY PAYROLL REGISTER

**DATE:** November 1, 2016

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**Staff Recommendation:**

Approve the issuance of county warrants as listed on this Bi-Weekly Payroll Register for period ending October 29, 2016.

Resolution No.

**CC 16 - 432**

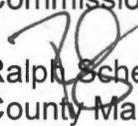
**Background:**

Payroll warrants and ACH Direct Deposit Notifications have been prepared in accordance with current Personnel Action forms and time sheets received in the Financial Control Division by the required deadlines and all applicable taxes and deductions have been withheld therefrom. A summary register of these claims has been circulated and thereby presented for audit and allowance by the Board of County Commissioners. The Board of County Commissioners hereby directs the County Treasurer to pay same.

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Prepared By: Jefferson County Accounting Division

**MEMORANDUM**

**TO:** Honorable Chairman and Members of the Board of County Commissioners  
**FROM:**  Ralph Schell, County Manager  
**RE:** Appointments to Foothills Regional Emergency Trauma Advisory Council  
**DATE:** November 1, 2016

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**Staff Recommendation:**

Approves the appointments of David Richter as the Jefferson County at large member and Holly Valverde as the Jefferson County alternate member on the Foothills Regional Emergency Trauma Advisory Council.

Approves the term of these appointments to be effective Date of this Resolution, and to serve until reappointed or replaced by the Board of County Commissioners.

Resolution No. **CC 16 - 4 3 3**

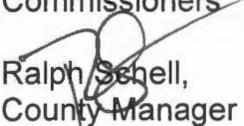
**Distribution:**

**Original returned to:** Janice Fredricksen

**Copies to:** Linda Underbrink, FRTAC

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners

**FROM:**  Ralph Schell,  
County Manager

**RE:** Appointment to the Jefferson County Corrections Board

**DATE:** November 1, 2016

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**Staff Recommendation:**

Approves the appointment of Cindy Baroway as the citizen alternate representative on the Jefferson County Corrections Board.

Approves the term of this appointment to be effective Date of this Resolution, this term will expire September 30, 2019 or until reappointed or replaced by the Board of County Commissioners.

Resolution No. **CC 16 - 434**

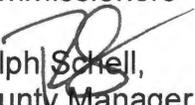
**Distribution:**

**Original returned to:** Janice Fredricksen

**Copies to:** Lori Lucero Ferman, Justice Services  
Vivian Simpson, Justice Services

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell,  
County Manager

RE: Appointment to Jefferson County Housing Authority Board

DATE: November 1, 2016

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**Staff Recommendation:**

Approves the reappointment of Dale Reisbeck as a regular member on the Jefferson County Housing Authority Board.

Approves the term of this appointment to be effective Date of this Resolution, and to expire September 30, 2021, or until reappointed or replaced by the Board of County Commissioners.

Resolution No.

**CC 16 - 435**

**Distribution:**

**Original returned to:** Janice Fredricksen

**Copies to:** Mary Barner, JCHA

**MEMORANDUM**

**TO:** Honorable Chairman and Members of the Board of County Commissioners

**FROM:**  Ralph Schell  
County Manager

**RE:** Appointment to Jefferson County Library Board

**DATE:** November 1, 2016

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**Staff Recommendation:**

Approves the appointment of Kim Johnson as regular member on the Jefferson County Library Board.

Approves the term of this appointment to be effective Date of this Resolution, and to expire September 30, 2019, or until reappointed or replaced by the Board of County Commissioners.

Resolution No. **CC 16 - 4 3 6**

**Distribution:**

**Original returned to:** Janice Fredricksen

**Copies to:** Pam Nissler, Library

**MEMORANDUM**

**TO:** Honorable Chairman and Members of the Board of County Commissioners  
**FROM:**  Ralph Schell,  
County Manager  
**RE:** Appointments to Tri-County Workforce Development Board  
**DATE:** November 1, 2016

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**Staff Recommendation:**

Approves the appointments of Lori Santamaria and Vickie Swanson as regular members on the Tri-County Workforce Development Board.

Approves the term of these appointments to be effective Date of this Resolution, and to expire September 30, 2018, or until reappointed or replaced by the Board of County Commissioners.

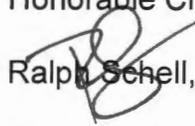
Resolution No. **CC 16 - 437**

**Distribution:**

**Original returned to:** Janice Fredricksen

**Copies to:** Nate Walker, Workforce

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners  
**FROM:**  Ralph Schell, County Manager  
**RE:** Colorado Security Fund Grant  
**DATE:** November 1, 2016

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**Staff Recommendation:** Approve the application for and acceptance of grant funds through the State Court Administrator's Office. This emergency funding in the requested amount of \$15,000 will be allocated to offset extraordinary law enforcement expenses associated with the court proceedings involving Myloh Mason, Tyrone Richardson, and Miguel Sanders. The term of this specific Court Security grant award will be from the date of application approval until fully expended by the Jefferson County Sheriff's Office. The Board of County Commissioners further authorizes the Chairman to approve the online grant application by electronic signature, directs that the award funds be included as a supplemental appropriation to the Sheriff's Office budget after receipt of the funds, and ratifies all actions previously taken consistent with this resolution.

**Resolution No.**            **CC 16 - 438**

**Background:** In 2007, the Colorado General Assembly passed Senate Bill 07-118 which provides supplemental funding for courthouse security. This bill created the Court Security Cash Fund Commission and mandates that funding be made available to counties via grants for court security staffing, equipment and training. Such grants are issued through the State Court Administrator's Office (SCAO) upon recommendation by the Court Security Cash Fund Commission. This specific grant funding will be used for mitigation of extraordinary law enforcement expenses associated with court security connected to the court proceedings involving Myloh Mason, Tyrone Richardson, and Miguel Sanders. No matching funds are required to receive this funding from the Court Security Fund Commission. The money from the fund must be used to supplement existing county funding for purposes related to court security and shall not be used to supplant moneys already allocated by the County for that purpose.

**Fiscal Impact:**        \$15,000 in additional revenue to the Sheriff's Office.

**Prepared by:**            Ellen Wakeman, County Attorney

**Distribution:**            Katherine Takai, Grants Administrator

**Copies to:**                Clerk to the Board  
Tina Davros, Sheriff's Office Asset Manager  
Leticia Lamprecht, County Attorney's Office  
Andrea Amundson, Accounting  
Erin Collard, Budget

## BCC HEARING ROUTING FORM (non-purchasing items)

**Contacts:**                      Originating Division and Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
    County Attorney Contact: Ellen Wakomn Phone: 8965

Item Title: Security Grant

ROUTING					
O R D E R	Division	Authorized Signatures  Name/Initials	Date Rec'd	Date Frw'd	Comments
( )	Originator	<i>MP</i>	102116	102116	
( )	Division Director	<i>[Signature]</i>	102616	102616	
( )	County Attorney	<i>[Signature]</i>			
( )	Department Director				
( )	Budget				
( )	Elected Official				
( )	BCC Agenda Coordinator	<i>[Signature]</i>			

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners

**FROM:** Ralph Schell, County Manager

**DIST:** Clerk to the Board, Mark Danner, Kurt Behn, Deborah Freischlag

**RE:** A-1 Chipseal Change Order Approval for Contract over \$100,000 Finance and IT

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**Staff Recommendation:** WHEREAS, the County Manager executed a contract between the County and A-1 Chipseal Company for 2016 Minor Asphalt Removal and Replacement Services (the "Contract") in the amount not-to-exceed \$90,131.05 in accordance with the County's Delegation of Authority Appendix; and

WHEREAS, a change order is being requested in the amount of \$9,957.01 (the "Change Order") increasing the total contract amount to \$100,088.06, which exceeds the County Manager's approval authority by \$88.07; and

NOW THEREFORE BE IT RESOLVED, the Board of County Commissioners ratifies the Contract in all respects and hereby authorizes the County Manager to approve the Change Order authorizing a new not-to-exceed contract price of \$100,088.06.

**Resolution No. CC 16 - 439**

**Background:** Once the contractor got started on the project, there were additional areas of asphalt that needed to get patched than were originally identified. It made sense to take care of the additional asphalt patching while the contractor was on site rather than waiting for a remobilization cost or until next year when the problem would have gotten worse. We are well within the approved budget on this project. The overall budget for the project is \$128,500.

**Fiscal Information:** New project sum 100,088.06, Project is under budget.

**BCC Briefing Presented By:** Kate Newman briefed project on August 2016.

**Originator:** Kate Newman

## BCC HEARING ROUTING FORM (non-purchasing items)

**Contacts:**                      Originating Division and Contact: Kate Newman                      Phone: X8567  
    County Attorney Contact: Hurt Beha                      Phone: \_\_\_\_\_

Item Title:

ROUTING					
O R D E R	Division	Authorized Signatures  Name/Initials	Date Rec'd	Date Frw'd	Comments
( )	Originator	<i>KN</i>			
( )	Division Director				
( )	County Attorney	<i>KS</i>			
( )	Department Director	<i>KN</i>			
( )	Budget				
( )	Elected Official				
( )	BCC Agenda Coordinator				

## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners  
**FROM:**  Ralph Schell, County Manager  
**DIST:** Clerk to the Board, Larry Benshoof, Kurt Behn, Deborah Freischlag, Dawn Krank  
**RE:** Second Amendment to the Temporary Flaggers Contract  
Road and Bridge

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**Staff Recommendation:** Approve the second contract amendment between Jefferson County and **LFI Fort Pierce Inc. dba Labor Finders** in the amount of \$100,000 for additional temporary flagger services, for a revised total contract amount not-to-exceed \$245,000.00. The County's Representative is the Larry Benshoof, or other person as may be designated by the Department Director or County Manager.

The Contract Term remains the same: April 28, 2016 through April 27, 2017.

**Resolution No.** **CC 16 - 440**

**Background:** Jefferson County's Road and Bridge Division requires the use of temporary flaggers to provide traffic control assistance during County maintenance activities. Utilizing temporary contracting services helps augment the County's traffic control and safety programs when additional people are required without needing to increase its permanent full-time workforce.

This amendment is for additional flagging services. The longer the weather holds out the more work Road and Bridge can get done this season. The rates of the other temporary flagger services company under contract, G&M Staffing, are higher per hour. Therefore, the County can get more hours covered with LFI's hourly rates. In addition, LFI can be used at all locations, where as G&M covers the County's mountain areas.

**Fiscal Information:** Funding for services in 2016 is available from the 2016 OPS budget. Funding for services in 2017 is contingent upon approval of the 2017 budget. This is within the scope and budget for these services.

**BCC Briefing Presented By:** Jeanie Rossillon on September 20, 2016.

**Originator:** Agenda memo prepared by Dawn Krank, Purchasing, Ext. 8590.

**Original returned to:** Dawn Krank, Purchasing

**Copies w/o contract to:** Jeanie Rossillon, Transportation & Engineering Department Director  
Michael Dobbs, Road and Bridge  
Sam Bican, Risk Management

Approvals	Kurt Behn, County Atty Jeanie Rossillon, Dept Dir Larry Benshoof, Div Dir	Approved: 10/24/2016 9:21 PM Approved: 10/25/2016 6:52 AM Approved: 10/25/2016 9:36 AM
Agenda Coordinator Review		<input checked="" type="checkbox"/> Check <i>ams</i>
Final Signatory	BCC Chairman	
Vendor	LFI Ft Pierce, Inc. dba Labor Finders	
End User	Road & Bridge	
Type (Contract, PO, etc)	Contract Amendment	
Dollar Value	\$100,000.00	
Term	No change in term (April 28, 2016 – April 27, 2017)	
Description	Second Amendment to Temporary Flaggers Contract	
Purchasing Agent	Dawn Krank	

## CASE SUMMARY Consent Agenda

**PC Hearing Date:** October 12, 2016

**BCC Hearing Date:** November 1, 2016

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**16-110093RZ** Rezoning

**Case Name:** Rising Properties Official Development Plan

**Owner/Applicant:** Rising Properties, LLC

**Location:** 27985 Meadow Drive  
Section 3, Township 5 South, Range 71 West

**Approximate Area:** 0.63 Acres

**Purpose:** **To rezone from Commercial-One (C-1) to Planned Development (PD) to allow residential uses in an existing commercial building.**

**Case Manager:** Mike Madrid

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**Issues:**

- None

**Recommendations:**

- **Staff:** Recommends APPROVAL subject to conditions
- **Planning Commission:** Recommends APPROVAL subject to conditions

**Interested Parties:**

- None

**Level of Community Interest:** Low

**Representative for Applicant:** Diane Rising, Rising Properties, LLC

**General Location:** Meadow Drive & Iris Drive

**Case Manager Information:** Phone: 303-271-8767 e-mail: mmadrid@jeffco.us

It was moved by Commissioner **HAMMOND** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION  
COUNTY OF JEFFERSON  
STATE OF COLORADO

**October 12, 2016**

**RESOLUTION**

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**16-110093RZ**

**Rezoning**

**Case Name:** Rising Properties Official Development Plan  
**Owner/Applicant:** Rising Properties, LLC  
**Location:** 27985 Meadow Drive  
Section 3, Township 5 South, Range 71 West  
**Approximate Area:** 0.63 acres  
**Purpose:** **To rezone from Commercial-One (C-1) to Planned Development (PD) to allow residential uses in an existing commercial building.**  
**Case Manager:** Mike Madrid

The Jefferson County Planning Commission hereby recommends **APPROVAL WITH CONDITIONS** of the above application on the basis of the following facts:

1. That the factors upon which this decision is based include evidence and testimony and staff findings presented in this case.
2. The Planning Commission finds that:
  - A. The proposal is in general conformance with the Comprehensive Master Plan because it meets all applicable sections of the Plan policies.
  - B. The proposed land uses are compatible with existing and allowable land uses in the surrounding area because the property is within an Activity Center comprised of a mixture of land uses, the commercial entitlements are already established, and the residential component proposed by this rezoning is specifically encouraged by the Plan.
  - C. The proposed land use would not result in significant impacts to the health, safety, and welfare of the residents and landowner in the surrounding area.

3. The following is a condition of approval:
- A. Recordation of the Official Development Plan in accordance with the red-marked print dated October 12, 2016

Commissioner **MOORE** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	<b>Rogers</b>	<b>Aye</b>
Commissioner	<b>Moore</b>	<b>Aye</b>
Commissioner	<b>Harris</b>	<b>Aye</b>
Commissioner	<b>Hammond</b>	<b>Aye</b>
Commissioner	<b>Burke</b>	<b>Aye</b>
Commissioner	<b>Westphal</b>	<b>Aye</b>
Commissioner	<b>Spencer</b>	<b>Aye</b>

The Resolution was adopted by **unanimous** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Bonnie Benedik, Administrative Assistant for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, October 12, 2016.



Bonnie Benedik  
Administrative Assistant

**Staff Report**

**PC Hearing Date:** October 12, 2016

**BCC Hearing Date:** November 1, 2016

**16-110093RZ** Rezoning

**Case Name:** Rising Properties Official Development Plan

**Owner/Applicant:** Rising Properties, LLC

**Location:** 27985 Meadow Drive  
Section 3, Township 5 South, Range 71 West

**Approximate Area:** 0.63 Acres

**Purpose:** **To rezone from Commercial-One (C-1) to Planned Development (PD) to allow residential uses in an existing commercial building.**

**Case Manager:** Mike Madrid

**Representative:** Diane Rising

**Existing Use:** Commercial

**BACKGROUND/UNIQUE INFORMATION:**

This is a request to rezone from Commercial-One (C-1) to Planned Development (PD) to allow for additional residential units to be built on the upper floors of the existing structure. Currently, the property consists of a single commercial retail structure with living quarters for not more than one family as allowed by Section 26 of the Jefferson County Zoning Resolution under Accessory Uses. The applicant has proposed the conversion of commercial space to a dwelling unit on portions of the second and third floors resulting in three dwelling units in total above what will remain commercial retail.

The subject property is a 27,442 square foot parcel according to the Assessor's Office, and is presently utilized for commercial business. This parcel is on the edge of a commercial activity center within Evergreen near State Highway 74, neighboring an established residential neighborhood to the north.

**SURROUNDING ZONING/LAND USE:**

	<b>Adjacent Zoning</b>	<b>Land Use</b>
<b>North:</b>	MR-2	Single Family Residential
<b>South:</b>	P-D	Office Park
<b>East:</b>	C-1	Commercial Retail
<b>West:</b>	MR-2	Single Family Residential

**NOTIFICATION:**

A community meeting was held for this rezoning application on December 1, 2015. As no citizens attended, only the applicants signed in at the community meeting.

As a requirement of the Jefferson County Zoning Resolution, the following notice was provided for this

proposal:

1. Notification of this proposed development was mailed to property owners within a 500 foot radius of the site and to Homeowners' Associations and Umbrella Groups located within a one-mile radius of the site. The initial notification was mailed at the time of the 1<sup>st</sup> referral. Additional notification was mailed 14 days prior to the Planning Commission Hearing identifying the scheduled hearings dates for both the Planning Commission Hearing and the Board of County Commissioners Hearing.
2. Sign(s), identifying the dates of both the Planning Commission Hearing and the Board of County Commissioners Hearing, were provided to the applicant for posting on the site. The sign(s) were provided to the applicant with instructions that the site be posted 14 days prior to the Planning Commission Hearing.
3. Notification of the hearings before the Planning Commission and the Board of County Commissioners was published in the Denver Post – West Jeffco Hub.

The Homeowners' Associations and Umbrella Groups that received notification are as follows:

- Bear Mountain HOA
- Bell Park Estates
- Berrien Ranch Umbrella Group for Evergreen South
- Downtown Evergreen Econ District
- Enable
- Evergreen North Village HOA
- Evergreen Park Estates HOA
- Hiwan Hills Improvement Association
- Hiwan HOA
- Indian Hills Improvement Association
- Jefferson County Horsemen Association
- Kittredge Civic Association
- South Blue Spruce Road Citizens Group
- Sugar Hills HOA
- Tanoa at Elk Meadows HOA
- The Ridge Association
- Troutdale Village HOA
- Wah Keeney Park HOA
- Woods of Evergreen HOA

During the processing of the application, Staff has received no objection from any citizens or from any of the Homeowners' Associations and Umbrella Groups listed above.

**COMPREHENSIVE MASTER PLAN ASSESSMENT:  
Area Plan: Evergreen Area Community Plan**

	Land Use	Physical Constraints	Community Resources	Infrastructure, Water and Services
<b>Conformance</b>	X (1)	X (2)	X (3)	X (4)
<b>Non-Conformance</b>				

**Services:** Evergreen Fire Protection District  
Evergreen Metropolitan District

\*\*\*\*\*

**ANALYSIS OF PLAN:**

**1. Land Use:**

**Areas of Conformance:**

**a. All Development:**

The Evergreen Plan states that preserving and maintaining the viability of existing retail, office, and service establishments should be the Downtown Evergreen Center's primary objective. On December 9, 2015, the revised Evergreen Plan was formally adopted by the Planning Commission. The Plan recommended Commercial land uses for this area and this recommendation remains unchanged from the previous Plan.

*The subject property is located within the Downtown Evergreen Activity Center of the Evergreen Community Plan and recommended for commercial. While the Comprehensive Master Plan, (CMP) does strongly discourage rezoning from commercial or industrial uses to non-commercial uses, the Evergreen Plan and the Downtown Evergreen Activity Center Plan both encourage mixed use development with residential dwelling units above the ground floor commercial uses. This proposal is to keep the existing retail on the property while simply converting existing commercial space into residential units on the upper levels of the structure.*

*The property lies between an established commercial area of Downtown Evergreen and a residential neighborhood. It is Staff's opinion that the subject property is a prime location for the kind of mixed-use development outlined and encouraged by the Evergreen Plan and the CMP.*

**b. Housing**

The Plan prioritizes providing a variety of housing options which complement the existing community character and utilize excellent design and materials.

*The Comprehensive Master Plan puts a significant emphasis on varying surrounding densities and types of housing. The proposed mixed-use units on the property meet and exceed several criteria listed in the CMP that pertain to the location of multifamily housing, including location near community services and shopping areas as well as buffering nearby lower density residential housing.*

*This mixed use development complements the existing community character of the Downtown Evergreen Activity Center.*

**c. Mixed-Use**

A Goal of the Plan is to promote development of economically sustainable mixed-use neighborhoods.

*The proposed rezoning would permit a mixed-use development inside an existing building that is within an Activity Center.*

**d. Area/Community Plan Recommendation**

The subject property is located within the Downtown Evergreen Activity Center Area of the Evergreen Community Plan. The Plan recommends Commercial development for the proposed site. The Evergreen Plan encourages dwelling units above ground floor office, retail, or service commercial uses.

1. All Activity Centers

Within all Activity Centers, the following general policies are recommended:

- a. General: Uses designated within each Activity Center should be allowed only when water and sanitation from a public district is available to the property.

*The Evergreen Metropolitan District will serve this property.*

- b. Village Atmosphere: A village atmosphere should be encouraged. When rezoning for development occurs, mixed use should be encouraged, especially for workforce or senior housing. Mixed use is defined as residential units above retail, office, light industrial uses, or parking.

*The proposed Planned Development would result in a commercial and residential mixed-use building, with the allowance for residential units only above permitted commercial uses on the ground floor.*

- c. Open Space: Each development project should have a minimum of 25 percent open space, but preferably 50 percent or more, depending on the quality of the site design.

Paved areas should not be counted as open space.

*The site is already developed, and this rezoning will allow residential uses to the interior of the existing commercial building. More than 50% of the site is planned to remain undeveloped, since the parking area is not an ideal location for development.*

- d. Transition of Intensity/Density: The most intense land uses, i.e., those generating the most traffic and having multiple story buildings, large parking lots, etc., should be located near the center of each Activity Center. The intensity of development should decrease toward the edges of the Activity Center, to blend with the land uses of adjacent properties.

*As this building is proposed for mixed-use, this would be an appropriate transition of intensity between more intensive commercial uses to east and the surrounding residential uses to the north. The proposed use is anticipated to generate less traffic than the current zoning of the property.*

- e. Redevelopment: During redevelopment of a retail, office, or light industrial site, housing above these uses should be considered.

*This rezoning proposal would allow housing above existing commercial uses.*

- f. Multifamily Housing in Activity Centers: Multifamily housing, including apartments, condominiums, and townhomes, should be allowed only within Activity Centers. It should be close to public transportation and to arterial roads, should be physically compatible with adjacent land uses in scale, design, intensity and other considerations, and may be in the form of mixed use where compatible. It should emphasize pedestrian access to adjacent goods and services. It should buffer nearby lower density residential housing, should be served by public water and sewer, maintain a minimum of 30 percent of the site in open space, and should be located close to community services, shopping areas, medical facilities, etc., or should be developed above commercial shops and offices.

*As mentioned above, this is a proposal to create a mixed use development with residential and commercial uses within an existing building. It is close to Highway 74 and public transportation facilities, and is walking distance to community shopping areas. The existing building is physically compatible with adjacent land uses in scale, design, and intensity, and more than 50% of the site is undeveloped.*

**Summary of Analysis:** *The proposed development would allow a mixed-use development of residential and commercial uses in a developed Activity Center, on a property with site improvements already developed, and surrounded by a compatible mixture of uses. The proposed residential units are encouraged in this Activity Center. The proposal complies with this section of the Plan.*

- 2. **Physical Constraints:** The Comprehensive Master Plan describes physical constraints as those physical features that due to safety concerns may potentially restrict where and how development occurs. Physical Constraints include geologic hazards and constraints, floodplains, wetlands, wildfire, radiation, landfills, abandoned mines, and wildlife habitat.

**Areas of Conformance:**

**a. General**

The Plan notes that development should not aggravate, accelerate, or increase the level of risk from natural hazards.

*According to the Evergreen Area Community Plan's "Wildfire Map", the subject site is in a Low to Medium Wildfire Hazard Area. The building is already constructed, and Staff does not anticipate any increased wildfire risk. A defensible space permit from Planning & Zoning must be obtained prior to*

*the issuance of a building permit for the residential units. Additionally, the site is served by the Evergreen Fire Protection District. The subject property is not within a geologic hazard area.*

**b. Floodplains**

The Plan prioritizes ensuring development activities in or around Floodplains mitigates impacts to life and property.

*The subject property is located within a FEMA designated 100-year floodplain. While additional construction will be necessary to construct the residential units on the second and third floor, the applicant has provided a Letter of Map Amendment approved by FEMA that shows the existing building is not located within the Special Flood Hazard Area.*

**Summary of Analysis:** *The proposed development would not aggravate, accelerate, or increase the level of risk from natural or man-made hazards.*

3. **Community Resources:** The Community Resources chapter contains policies that relate to historic structures or sites, scenic corridors, natural features, air quality, light, odor and noise pollution, open space and trails.

**Areas of Conformance:**

**a. Air, Light, Odor, and Noise**

The Plan encourages the effective management of air quality and the impacts of light, odor, and noise.

*Since the building already exists, the impacts from adding residential uses will be minimal. Allowing residential units above permitted ground level uses would result in less potential impacts than the development being built out under what is allowed by the current C-1 zone designation.*

**Summary of Analysis:** *The rezoning would not result in additional impacts to visual resources, air, light, odor or noise. It complies with this section of the Plan.*

4. **Infrastructure, Water & Services:** The applicable elements of this chapter include Transportation, Water and Wastewater, and Services.

**Areas of Conformance:**

**a. Transportation**

The Plan intends to ensure that the transportation system will have the capacity to support future population growth while maintaining an acceptable level of service.

*As this rezoning would not be an increase in intensity over what is already allowed on the site, a traffic analysis was not required with this rezoning. The proposed use will not negatively impact the level of service on the surrounding roads by any measurable degree.*

**b. Water & Wastewater**

*The Evergreen Metropolitan District will serve this property.*

**Summary of Analysis:** *The rezoning would not be an increase in intensity over what is already allowed on the site, and subsequent public improvements could be required with the Site Development Plan. The rezoning conforms to this section of the Plan.*

**COMPATIBILITY:**

The proposed rezoning is compatible with allowed and existing land uses in the general vicinity of the project area. The property is within the Downtown Evergreen Activity Center where mixed use is encouraged. The existing building and commercial uses are allowed by the existing C-1 zoning, and the addition of residential uses to this site will not increase negative impacts to adjacent properties, all

while supporting active living.

**SUMMARY OF STAFF POSITION:**

Staff supports this rezoning proposal. The change to the existing zoning is to allow residential units within the existing commercial building, which is encouraged and appropriate within this Activity Center. Staff is of the opinion that this is a beneficial rezoning for this area of the County.

**PLANNING COMMISSION:**

Planning Commission Recommendation (Resolution Dated October 12, 2016 Attached):

Approval	_____
Approval with Conditions	X (7-0) vote
Denial	_____

The case was scheduled on the consent agenda for the Planning Commission Hearing. No citizens offered public testimony, and the case remained on the consent agenda. The Planning Commission voted unanimously to recommend approval with conditions of the rezoning application.

**FINDINGS/RECOMMENDATIONS:**

**Rezoning:**

Staff recommends that the Board of County Commissioners find that:

1. The proposal is in general conformance with the Comprehensive Master Plan because it meets all applicable sections of the Plan policies;
2. The proposed land uses are compatible with existing and allowable land uses in the surrounding area because the property is within an Activity Center comprised of a mixture of land uses, the commercial entitlements are already established, and the residential component proposed by this rezoning is specifically encouraged by the Plan;
3. The proposed land use would not result in significant impacts to the health, safety, and welfare of the residents and landowners in the surrounding area.

AND;

Staff recommends that the Board of County Commissioners APPROVE Case No. 16-110093RZ subject to the following conditions:

1. Recordation of the Official Development Plan in accordance with the red-marked print dated November 1, 2016.

COMMENTS PREPARED BY:



\_\_\_\_\_  
Mike Madrid  
October 25, 2016

**Jefferson County Land Use Case Management  
CASE DATES SUMMARY**

Date Prepared: **May 23, 2016**

Case Number: **16-110093RZ**

Case Type: **Rezoning**

Pre-application Meeting Date: **October 8, 2015**

Community Meeting Date: **December 1, 2015**

Applicant Makes Complete Submittal: **May 9, 2016**

Case Sent on First Referral: **May 19, 2016**

All Responses Provided to Applicant: **June 9, 2016**

Determination That Case Should Proceed to Hearing: **September 15, 2016**

County Staff Determination: **X**      Applicant's Request: **X**

**Rising Properties Official Development Plan  
Rezoning Case # 16-110093RZ**

- A. Intent – The purpose of this Rezoning is to allow residential uses within an existing commercial structure.
- B. The Board of County Commissioners' resolution authorizing this rezoning subject to conditions is recorded at Reception # \_\_\_\_\_ in the Jefferson County, Colorado real property records.
- C. All of the standards of the C-1 zone district, and other applicable sections of the zoning resolution, shall apply to the property as shown on the graphic attached hereto as Exhibit A and the legal description attached hereto as Exhibit B with the following modifications:
1. Permitted Uses
    - a. Residential units located above ground-level commercial uses.
  2. Accessory Uses
    - a. Detached residential garages
    - b. Residential storage sheds
  3. Lot and Building Standards
    - a. The existing commercial structure is allowed to remain at the existing setbacks, but any addition to the structure must conform to the setback requirements of the C-1 zone district.
    - b. The setback requirement for decks located toward the northeast property line shall be 5 feet.
    - c. Any new structures constructed on the property shall conform to the setback requirements of the C-1 zone district.
  4. Parking
    - a. Parking requirements for commercial uses shall follow the Off-Street Parking and Loading Section of the Jefferson County Zoning Resolution.
    - b. 2.25 additional parking spaces shall be provided for each residential unit on the property.
  5. Signs
    - a. All new signs on the property shall conform to the sign requirements of the C-1 zone district.
  6. Fences and Retaining Walls
    - a. All new fences and retaining walls on the property shall conform to the fence requirements of the C-1 zone district.

As owner(s) of the affected land, I accept and approve all conditions set forth herein this \_\_\_\_ day of \_\_\_\_\_, 201\_\_.

Rising Properties, LLC,  
a Colorado limited liability company

By: \_\_\_\_\_  
Diane Josephine Rising, Member

By: \_\_\_\_\_  
Lyle Keith Rising, Member

County of )  
 )SS  
State of )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_, by \_\_\_\_\_.

WITNESS my hand and official seal

\_\_\_\_\_  
Notary Public  
My commission expires: \_\_\_\_\_

**COUNTY COMMISSIONER'S CERTIFICATE:**

This Official Development Plan, titled Rising Properties Official Development Plan, was approved the \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_, and is accepted by the Board of County Commissioners this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

BOARD OF COUNTY COMMISSIONERS:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Clerk

Case No. 16-110093RZ

Legal Description

Street Location of Property 27985 Meadow Drive

Is there an existing structure at this address?

Yes X No       

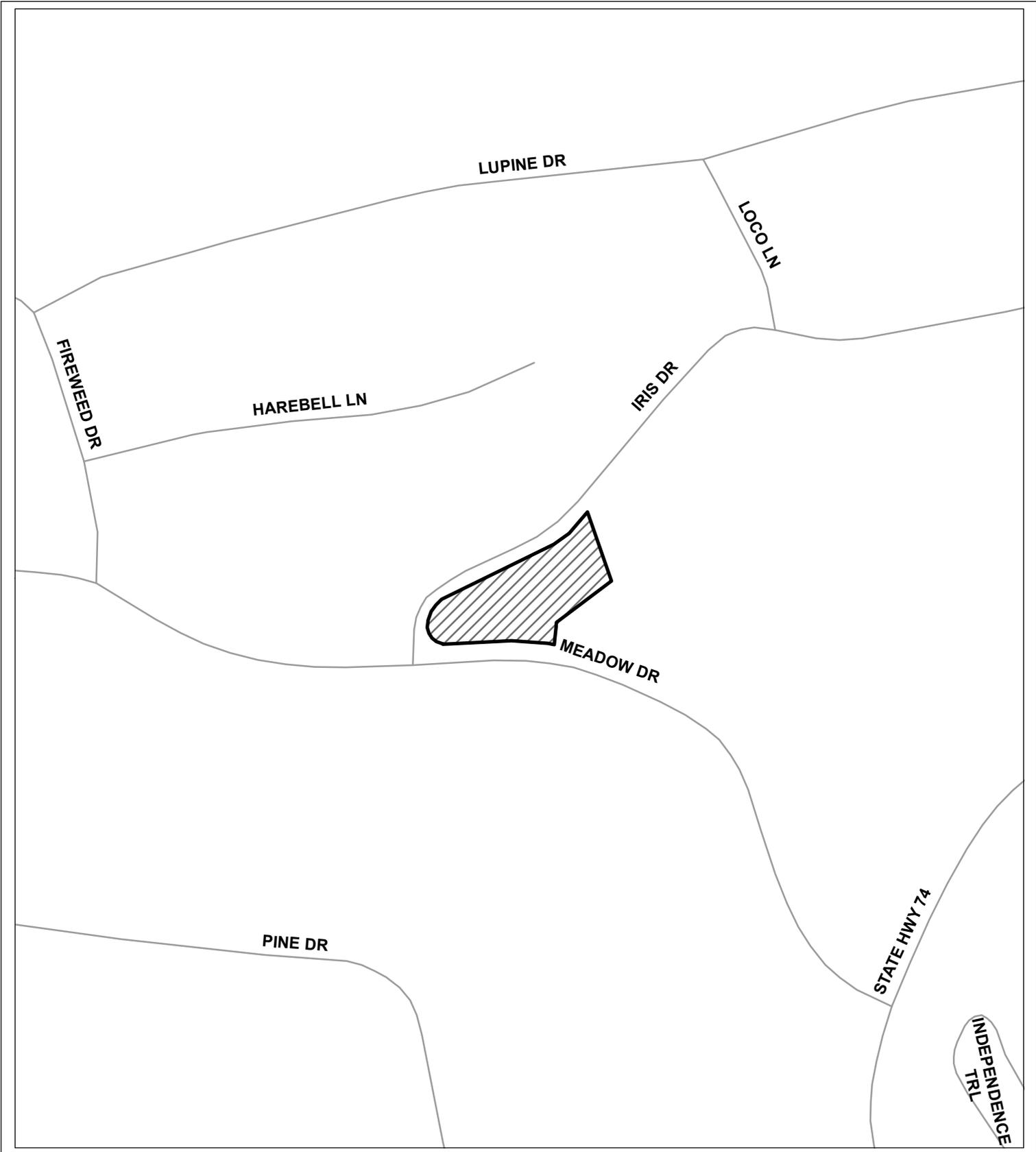
Type the legal description and address below.

Tract 1, Show Barn Center, Reception Number 73606957, Plat Book 43, Page 8, in the records of the Jefferson County Clerk and Recorder, Colorado.

Advise of Ortho Map No. 176 Sections 3 and 10 Township 5 S. Range 71 W.

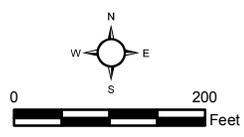
Calculated Acreage 0.63 Acres Checked by: Ed Wieland

Address Assigned (or verified) 27985 Meadow Drive

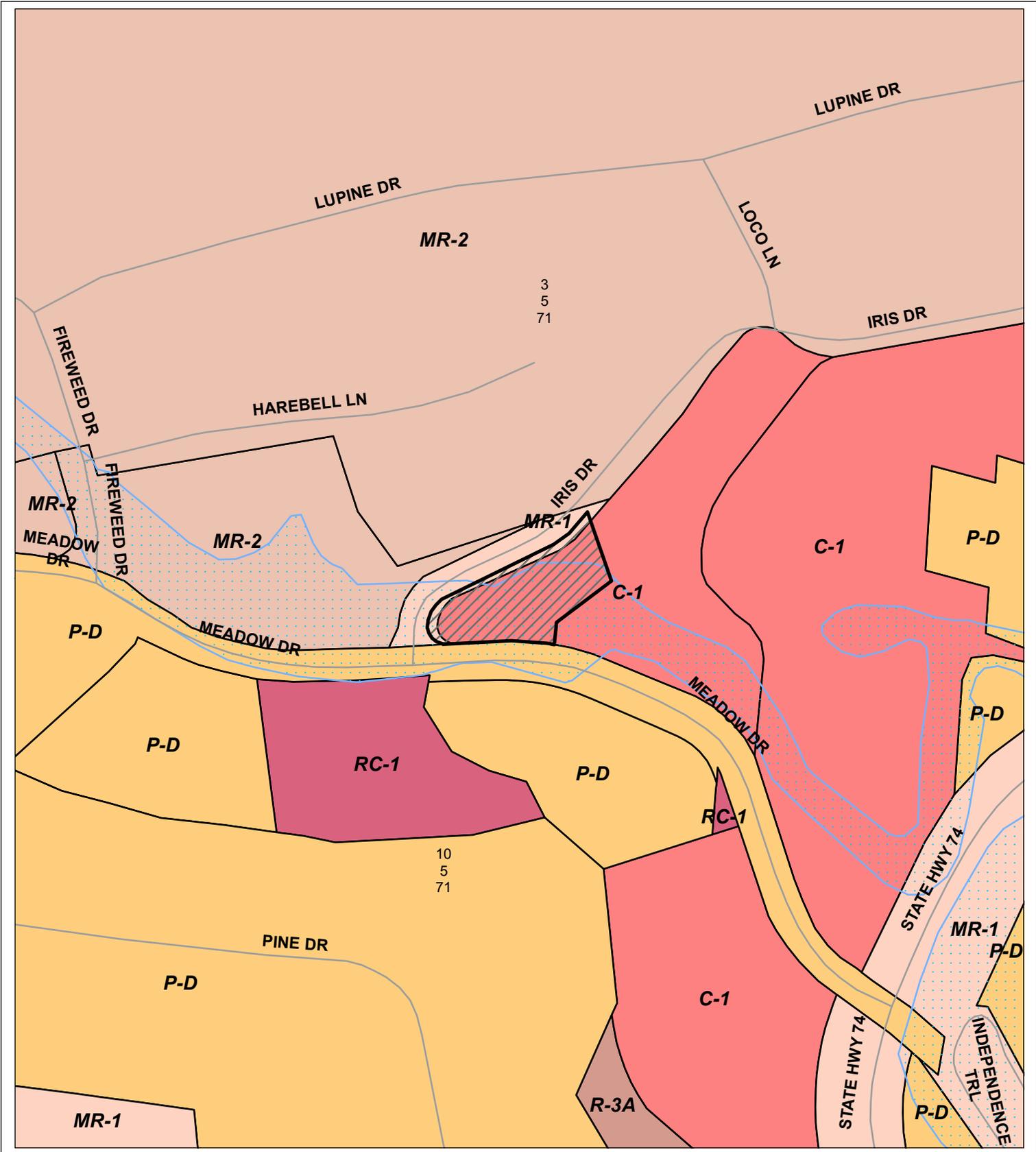


**Case Number: 16-110093RZ**  
**Location: Secs. 3 and 10, T5S, R71W**

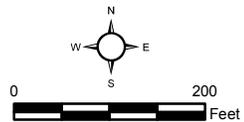
**Vicinity**



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**Case Number: 16-110093RZ**  
**Location: Secs. 3 and 10, T5S, R71W**



- Legend**
- Site\_RZ
  - DFIRM\_100Yr\_FloodHazardZones

**Zoning**

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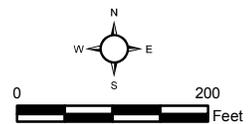
1:2,400

Plot: 2016-05-20

Orthos: 176



**Case Number: 16-110093RZ**  
**Location: Secs. 3 and 10, T5S, R71W**



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**2012 Photography**

1:2,400

Plot: 2016-05-20

Orthos: 176

SUBJECT LINE: 16-110093RZ 1ST ELECTRONIC REFERRAL FOR REZONING

## ELECTRONIC REFERRAL

### JEFFERSON COUNTY, COLORADO

Documents related to a Rezoning have been submitted to Jefferson County Planning and Zoning. This case is beginning the first referral part of the process and your agency's comments are requested. Please review the specific electronic documents related to the first referral found **here**. Comments should be submitted via e-mail to the case manager by the due date below. This property will also submit for a subsequent subdivision plat related to the rezoning request.

Case Number: **16-110093RZ**

Case Name: **Rising Properties ODP**

General Location: **Meadow Drive and Iris Dr.**

Case Type: **Rezoning**

Type of Application: Rezoning from Commercial-One (C-1) to Planned Development (P-D) to allow for residential uses on the upper floors of an existing commercial structure.

Case Manager: **Mike Madrid**

Comments Due: **June 9, 2016**

Case Manager Contact Information: **mmadrid@jeffco.us 303-271-8767**

Additional information related to this case can be viewed **here**. Some of the links on this page that may be helpful are the links to the case file (public documents), to the Jeffco mapping system (jMap) and to the case tracking system (general application details).

<u>Jeffco:</u> Building Safety Open Space Cartography Addressing Geologist T&E Public Health Zoning Administration Planning Engineering Long Range Road and Bridge 3 Weed and Pest Jeffco Historical Commission	<u>External:</u> Xcel Comcast CenturyLink Post Office Colorado Dept. of Public Health Division of Wildlife Soils Conservation District Division of Water Resources, State Engineer's Office Evergreen Metropolitan District Evergreen Fire Dist Urban Drainage	<u>HOA:</u> Bear Mountain HOA 757294 Bell Park Estates 812200 Berrien Ranch Umbrella Group for Evergreen South 815579 Downtown Evergreen Econ Dist 757533 Enable 757318 Evergreen North Village HOA 757322 Evergreen Park Estates HOA 757455 Hiwan Hills Improv Assn 757334 Hiwan HOA 757431 Indian Hills Improvement Assn 757336 Jeffco Horsemen Assn 757337 Kittredge Civic Assn 757342 South Blue Spruce Road Citizens Group 757538 Sugar Hills HOA 757411 Tanoa at Elk Meadows HOA 757531 The Ridge Assn 757499 Troutdale Village HOA 757412 Wahkeeney Park HOA 757465 Woods of Evergreen HOA 757443
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## ADDRESSING

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# MEMO

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To: Michael Madrid  
FROM: Philip Taylor  
SUBJECT: 16-110093RZ 27985 Meadow Drive  
DATE: 5/24/2016

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Addressing offers the following comments on this proposal:

1. The purpose of this Rezoning application is to rezone from Commercial-One (C-1) to Planned Development (P-D) to allow for residential uses on the upper floors of an existing commercial structure.
2. Access is off of Meadow Drive. This access will not change.
3. There is a valid address in the addressing database, 27985 Meadow Drive. This address will not change with this rezoning.

Please let me know if you have any questions.

## MEMORANDUM

**TO:** Mike Madrid, Case Manager  
**FROM:** Steve Krawczyk, Planning Engineering  
**DATE:** June 9, 2016

**RE:** 16-110093RZ; Rezone to allow for residential Uses on the upper floors of an existing commercial structure at 27985 Meadow Drive

These comments are based upon the requirements of the Land Development Regulation (LDR). If the developer plans to request waivers of certain LDR requirements in lieu of complying with these comments, the request must be submitted in writing. The request should identify the specific regulation(s) which need(s) to be deleted or modified and the reasons for such request.

### REZONING COMMENTS

Floodplain Permits: The Jefferson County Assessor's Office reported the structure was built in 1975 and has an Actual Value of \$796,100. A Substantial Improvement is when the cumulative improvements over a five year period cannot exceed 50% of the value of the structure. In this case, the cumulative improvements since 2011 will be calculated against the Substantial Improvement threshold of \$398050. The sum of the completed and proposed improvements cannot exceed 50% of the value of the structure. Therefore, if the proposed improvements exceed the Substantial Improvement threshold and the applicant would be required to elevate the entire structure above the base flood elevation or submit evidence of alternative market value of the structure. If acceptable documentation of a higher market value of the structure or the values of the improvements are submitted, the proposed improvements may not be considered Substantial Improvements and elevating the structure would not be required.

### CONCLUSION

These initial case comments are based solely upon the submitted preliminary application package. They are intended to make the applicant aware of regulatory requirements. Failure by Planning Engineering to note any specific item does not relieve the applicant from conforming to all County regulations. Furthermore, if the proposed site layout and design are altered substantially during subsequent County land development processes (rezoning, platting, exemptions, additional submittals), Planning Engineering reserves the right to modify these initial comments or add appropriate additional comments. The applicant should respond to these comments. If there are any questions please contact Steve Krawczyk at 303-271-8736.

SK:

Attachment/Enclosure

c: File

# Memorandum

**To:** Mike Madrid  
Planner

**From:** Patrick O'Connell  
Geologist

**Date:** May 23, 2016

**Re:** 27985 Meadow Drive, Case No. 16-110093Z

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The intent of the application is to rezone to PD. I have the following comment.

1. The site is not within a zoned or unzoned geologic hazard area and reports are not required with the rezoning process.
2. The property is located within the Mountain Ground Water Overlay District. However, the water supply is provided by EMD.

**MEMO**

**TO:** Michael Madrid  
Jefferson County Planning and Zoning Division

**FROM:** Terri Leichtweis  
Jefferson County Environmental Health Services Division

**DATE:** May 20, 2016

**SUBJECT:** Case #16-110093 RZ  
Rising Properties ODP  
Diane Rising  
27985 Meadow Dr

The applicant has met the public health requirements for the proposed rezoning of this property.

**PROPOSAL SUMMARY**

Rezone from Commercial-One (C-1) to Planned Development (P-D) to allow for residential uses on the upper floors of an existing commercial structure.

**COMMENTS**

Jefferson County Public Health (JCPH) provided comments on October 5, 2015 regarding previous planning case for this property. We have reviewed the documents submitted by the applicant for this rezoning process and have the following updated comments:

The applicant must submit the following documents or take the following actions prior to a ruling on the proposed rezoning of this property. NOTE: Items marked with a “✓” indicate that the document has been submitted or action has been taken. **Please read entire document for requirements and information. Please note additional documentation may be required.**

✓	Date Reviewed	Required Documentation/Actions	Refer to Sections
✓	5/20/16	Submit a letter from the Water and Sanitation District to provide proof of public water and sewer services in accordance with the Jefferson County Zoning Resolution and Land Development Regulation (LDR) Section 21 and 22.	Water/Wastewater

**WATER/WASTEWATER**

The applicant has provided a letter from The Evergreen Metropolitan District dated April 8, 2016 stating that they will provide public water and sewer services letter for the proposed development.

**ACTIVE LIVING**

JCPH is in support of mixed use environments. Mixed use development of residential and commercial would allow future residents to live, work, and recreate in the proposed development utilizing alternative modes of transportation, such as, walking, bicycling and or public transportation. This can reduce vehicle emissions that can improve air quality and encourage physical activity which can help reduce obesity.

**AIR**

**The Colorado Department of Public Health and Environment, Air Quality Control Commission Regulation No. 8, Part B, Asbestos Control requires that all buildings that are going to be remodeled, renovated, and or demolished must have a full inspection by a current Colorado-certified asbestos building inspector before conducting any work and must obtain a Demolition Permit. Based on the results of the inspection, if asbestos is detected, the applicant must obtain an Asbestos Abatement Permit from the Asbestos Section at the Colorado Department of Public Health and the Environment (303.692.3100). All building materials that will be impacted that contain asbestos that is friable or will become friable during the remodel, renovation, or demolition in quantities over the volume of a 55-gallon drum must be removed prior to any work. The asbestos removal must be done by a certified asbestos removal contractor (General Abatement Contractor) using trained and certified asbestos abatement workers prior to demolition.**

Please contact Dave Volkel at 303.271.5730 for more information about this process.

**NOISE**

Since this facility would contain residential living, noise levels emitted from this property are more stringent and must comply with the Colorado Revised Statutes (Sections 25-12-101 through 108) which stipulates that the maximum residential noise levels must comply with the following 25 feet from the property line:

- 55dB(A) between 7:00 a.m. and 7:00 p.m.
- 50dB(A) at all other times.

# COLORADO GEOLOGICAL SURVEY

1801 19<sup>th</sup> Street  
Golden, Colorado 80401



June 6, 2016

Karen Berry  
State Geologist

Mike Madrid  
Jefferson County Planning and Zoning  
100 Jefferson County Parkway, Suite 3550  
Golden, CO 80419

**Location:**  
SW¼ SE¼ SE¼ Section 3,  
T5S, R71W of the 6<sup>th</sup> P.M.  
39.6382, -105.3169

**Subject: Rising Properties ODP – Rezoning**  
**Case Number 16-110093RZ; Jefferson County, CO; CGS Unique No. JR-16-0024**

Dear Mr. Madrid:

Colorado Geological Survey has reviewed the Rising Properties ODP rezoning referral. I understand the applicant proposes to rezone property located at 27985 Meadow Drive, Evergreen, from C-1 to PD to allow residential uses on the upper floors of an existing commercial building.

Provided no significant structural modifications or improvements to the property (new buildings, grading, drainage changes, etc.) are proposed, Colorado Geological Survey does not have any comments or objections to the proposed rezoning to allow residential uses.

Thank you for the opportunity to review and comment on this project. If you have questions or require further review, please call me at (303) 384-2643, or e-mail carlson@mines.edu.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Carlson".

Jill Carlson, C.E.G.  
Engineering Geologist

**Michael Madrid**

---

**From:** Kuster - CDPHE, Kent [kent.kuster@state.co.us]  
**Sent:** Monday, May 23, 2016 9:42 AM  
**To:** Michael Madrid  
**Subject:** Case No. 110093RZ

May 23, 2016

Dear Mike Madrid,

The Colorado Department of Public Health and Environment has no comment on the rezoning for Case No. 16-110093RZ located generally at Meadow Drive and Iris Drive.

We recommend that the applicant comply with all state and federal environmental rules and regulations. This may require obtaining a permit for certain regulated activities before emitting or discharging a pollutant into the air or water, dispose of hazardous waste or engaging in certain regulated activities.

Please contact Kent Kuster at 303-692-3662 with any questions.

Sincerely,

Kent Kuster

Environmental Specialist

Colorado Department of Public Health and Environment

--

Kent Kuster

Environmental Protection Specialist

Colorado Department of Public Health and Environment

4300 Cherry Creek Drive South

Denver, CO 80246-1530

303-692-3662 | [kent.kuster@state.co.us](mailto:kent.kuster@state.co.us)



**COLORADO**  
Division of Water Resources  
Department of Natural Resources

1313 Sherman Street, Room 821  
Denver, CO 80203

May 25, 2016

Mike Madrid  
Jefferson County Planning and Zoning  
Transmission via email: [mmadrid@jeffco.us](mailto:mmadrid@jeffco.us)

Re: Rising Properties ODP  
Case Number 16-110093RZ (27985 Meadow Dr)  
Pt. SE¼ Section 3, T5S, R71W, 6<sup>th</sup> P.M.  
Water Division 1, Water District 9

Dear Mr. Madrid:

We have reviewed the above referenced request to rezone an existing 0.63-acre parcel from Commercial-One (C-1) to Planned Development (P-D) to allow for residential uses in addition to the currently proposed commercial use of an existing building, known as the Show Barn Center. The submitted material does not appear to qualify as a "subdivision" as defined in § 30-28-101(10)(a), C.R.S. Therefore, pursuant to the State Engineer's March 4, 2005 and March 11, 2011 memorandums to county planning directors, this office will only perform a cursory review of the referral information and provide comments. The comments will not address the adequacy of the water supply plan for this property or the ability of the water supply plan to satisfy any County regulations or requirements.

The applicant proposes to convert a portion of the commercial space on the second and third floors of the existing building into one apartment on each floor. The subject property is located within the water service area of the Evergreen Metropolitan District (EMD) and currently receives commercial water and sewer service from EMD. EMD requires an administrative review for the new/changed use of the subject property. EMD's water rights include 3.0 cfs of the Hodgson #3 and 6.0 cfs of the Simonton #2 water rights on Bear Creek, and 600 acre-feet of storage in Evergreen Lake. The water rights have been determined to be adequate to provide for 6500 taps in a drought year. Currently there are approximately 5800 taps in the EMD water system.

Provided the Evergreen Metropolitan District is willing and able to serve the proposed residential uses, this office has no objection to the proposed rezoning. If you or the applicant have any questions regarding this matter, please contact Sarah Brucker of this office for assistance.

Sincerely,



Tracy L. Kosloff, P.E.  
Water Resource Engineer

TLK/srb: Show Barn Rezoning (Jefferson)





**Right of Way & Permits**

1123 West 3<sup>rd</sup> Avenue  
Denver, Colorado 80223  
Telephone: **303.571.3306**  
Facsimile: 303. 571.3284  
donna.l.george@xcelenergy.com

June 9, 2016

Jefferson County Planning and Zoning  
100 Jefferson County Parkway, Suite 3550  
Golden, CO 80419

Attn: Mike Madrid

**Re: Rising Properties ODP Rezone, Case # 16-110093RZ**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the request for the **Rising Properties ODP Rezone**. Please be advised that PSCo has existing electric distribution facilities within the areas indicated in this proposed rezone. Public Service Company has no objection to this proposed rezone, contingent upon Public Service Company of Colorado's ability to maintain all existing rights and this amendment should not hinder our ability for future expansion, including all present and any future accommodations for natural gas transmission and electric transmission related facilities.

If you have any questions about this referral response, please contact me at (303) 571-3306.

Donna George  
Contract Right of Way Referral Processor  
Public Service Company of Colorado

# Long Range Referral

Jefferson County  
 Planning and Zoning Division  
 Long Range Planning Development Review  
 303-271-8700

**Date:** July 13, 2016

**Case Manager:** Michael Madrid  
**Long Range Planner:** Dennis Dempsey  
**Case Number:** 16-110093RZ 2nd

**Project Name:** Rising Properties ODP

**Location:** 27985Meadow Drive, Evergreen, CO. The subject property is within the Downtown Evergreen Activity Center area, and to the west of Hwy. 74 and northeast of the Meadow Drive Iris Drive intersection.

**Proposal:** The subject property is zoned Commercial-One (C-1) Case 12-1261674RZ. The applicant would like to rezone from Commercial-One to a Planned Development to convert a portion of the 2<sup>nd</sup> and 3<sup>rd</sup> floor office space to allow for one apartment on both the 2<sup>nd</sup> and 3<sup>rd</sup> floors.

**Current Zoning:** Commercial-One      **Proposed Zoning:** Planned Development/Mixed Use Limited

**Acres:** about 0.63 acres

**Applicable Plan's Land Use Recommendations:**

- Comprehensive Master Plan
- Area Plan: Evergreen Area Plan, Downtown Evergreen Activity Center.

**Community Plan's Land Use Recommendation:** The subject property is located within the Downtown Evergreen Activity Center Area of the Evergreen Community Plan. The Plan recommends Commercial development for the proposed site. For areas zoned for office, retail, or service commercial uses, dwelling units above the ground level floor are encouraged. If this is a proposal for Mixed Use with dwelling units above the ground floor level, then the proposal would be supported by the Plan.

Section		Development Review															
CMP Chapters	Land Use	Physical Constraints				Community Resources				Infrastructure, Water and Services							
Elements																	
	All Development	x	General	x	Historic Resources	x	Transportation	x									
	Business and Industry	x	Geologic Hazards	x	Visual Resources	x	Water and Wastewater	x									
	Housing	x	Floodplains		Air, Light, Odor, and Noise	x	Water Storage	x									
	Mixed-Use	x	Wildfire	x	Open Space	x	Other Utilities										
	Community Uses		Radiation		Recreation and Trails	x	Services	x									
	Livestock		Landfills		Recreation and Tourism		Special Districts										
	Renewable & Alternative Energy		Mines														
	Extractive Resources		Wildlife & Vegetation	x													
	Solid Wastes and Hazardous Materials																
	Activity Centers	x															
	Site Design	x															
Area Plan	Area	Plan's Recommended Land Use				Complies with Area Plan				Plan Exception				Area of Nonconformance			
Evergreen	Downtown Evergreen Activity Center	Commercial				Yes		No	x	Yes	x	No		Yes		No	x

## Project Proposal Evaluation

### General Comments

- The subject property is located within the Downtown Evergreen Activity Center Area of the Evergreen Community Plan. On December 9, 2015, the revised Evergreen Plan was formally adopted by the Planning Commission. The Plan recommended Commercial land uses for this area and this recommendation remains unchanged from the previous Plan.
- The proposed rezoning site sits on a fully developed lots containing about 0.63 total acres. The subject property is currently zoned Commercial-One (C-1), and considered legal fully platted lots.
- The surrounding properties include the following zoning and land uses:  
North and East – Commercial uses, zoned C-1;  
North and West – Iris Drive and single family residential property zoned MR-2;  
South – Meadow Drive and Commercial properties zoned RC-1 and PD.
- A mixed use development with residential above office would probably have less of an impact to the surrounding area as the currently allowed C-1 zoned permitted uses.
- At this time, the owner/applicant would like to rezone from the straight C-1 zoning to a Planned Development to allow for multi-family residential on a portion of the 2<sup>nd</sup> and 3<sup>rd</sup> floors along with the current Office uses.
- According to the applicant’s cover letter, the maximum number of proposed residential dwelling units is one unit per floor for a total of 2 apartments. There are no other changes to the zoning requested at this time.
- The proposed Written Restrictions, Permitted Uses allow for the following:
  1. Business and professional offices;
  2. Medical and dental offices;
  3. Convenience retail stores;
  4. Convenience services such as a barber and beauty shop;
  5. Low intensity specialty goods and services such as art galleries and antique stores.
- The applicant proposes to list residential uses as an Accessory Use to the Commercial businesses.
- The Downtown Evergreen Activity Center should be a mixed-use center with specialty retail shops, restaurants, offices, lodging, public Open Space, and high-density residential development. (EP p. 23)
- The Comprehensive Master Plan, (CMP) does strongly discourage rezoning from commercial or industrial uses to non-commercial uses. (CMP p. 30) However, the Evergreen Plan and the Downtown Evergreen Activity Center Plan both encourage mixed use development with residential dwelling units above the ground floor commercial uses. (EP p. 23)
- For areas zoned for office, retail, or service commercial uses, dwelling units above the ground level floor are encouraged. This is a proposal for Mixed Use with dwelling units above the ground floor level would be supported by the Plan.
- At the time of the formal rezoning application, applicant should provide a fire service verification letter from the Evergreen Fire Protection District. *A “will serve” letter from the Evergreen Fire and Rescue District was provided by the applicant. The subject property is within the District’s service area and service to tis area is provided by Evergreen Volunteer Fire Department.*
- Proof of adequate and available water and sanitation service should also be provided at the time of the formal application. *A service letter from the Evergreen Metropolitan District was also provided that verified the subject property is receiving both water and sewer service from the District.*

### Plan Evaluation

*Evergreen Area Plan/Downtown Evergreen Activity Center General Policies*

- Preserving and maintaining the viability of existing retail, office, and service establishments should be the Downtown Evergreen Center's primary objective.
- Redevelopment in many of the Evergreen Activity Centers is needed as buildings cannot accommodate many of the types of businesses that could strengthen the Center's competitive advantage.
- Redevelopment of commercial or light industrial sites should include housing above these uses. (EP p. 15)
- Uses designated within each activity center should be allowed only when water and sanitation from a public district is available to the property.
- Rezoning should be handled as Planned Development, except in those cases where a straight zone district can meet the recommendations in all applicable sections of the Evergreen Plan.
- Planned Developments should contain additional design requirements, e.g., no-build areas, building materials, drainage areas, road locations, possible well locations and areas of septic constraints, etc.
- The Evergreen Plan encourages mixed use development, especially for workforce housing or senior housing. Mixed use is defined as residential units above retail, office, light industrial uses or parking.

### **Land Use**

#### *General development policies*

- New development projects should strive to properly and reasonably mitigate the harmful effects, if any, on existing and currently entitled (zoned) uses on adjacent parcels.
- Proposed development projects should consider its impacts to the health of the community. (CMP p. 30)
- Land uses that support Active Living and enhance public health are encouraged. (CMP p. 31)

#### *Compatibility*

- To ensure compatibility with the surrounding existing and allowable land uses, new development should coordinate with existing development. (CMP p. 31)

#### *Housing*

- The following criteria should be used to determine the location and amount of multifamily housing:
  - a. It should be close to public transportation and to arterial roads, where additional traffic can be accommodated without causing the roadway to exceed its capacity;
  - b. It should be physically compatible with adjacent land uses in scale, design, intensity and other considerations, and may be in the form of mixed use, where compatible;
  - c. It should emphasize pedestrian access to adjacent goods and services;
  - d. It should demonstrate excellent site design by conforming to the applicable Design Guidelines;
  - e. It should buffer nearby lower density residential housing;
  - f. It should be served by public water and sewer;
  - g. It should maintain a minimum of 30 percent of the site in open space, i.e., natural or landscaped areas, excluding parking areas and buildings (may be reduced to facilitate affordable housing); and
  - h. It should be located close to community services, shopping areas, medical facilities, etc., or should be developed above commercial shops and offices. (EP p. 38)

#### *Renewable Energy*

- The CMP supports the use of alternative energy through site and building design. (CMP p. 35)
- Passive and active solar access and exposure should be maximized.

#### *Activity Centers*

- Development proposals in Activity Centers should maximize the intensity of development, while maintaining community character.

#### *Site Design*

- The subject property is within a visible area from State Highway 74.
- Structures should have characteristics associated with mountain communities, i.e., the use of natural building materials such as wood and stone, exposed beams, and pitch roofs.

*Drainage*

- Natural stream channels and flows should be maintained to protect the surface drainage network.
- Native vegetation along drainageways should be protected.

*Water Conservation*

- Water conservation techniques should be incorporated into new development projects. Landscape plantings should be designed to minimize water consumption. (CMP p. 39)

**Physical Constraints**

- There is a significant 100-year event floodplain area to the north of Meadow Drive which pretty much encompasses the entire site.
- There are no other hazard conditions shown on the Hazards Map that would impact the future redevelopment of this site. This area is within the Preble Jumping Mouse habitat area. The US Division of Fish and Wildlife should be contacted at the time of the formal application.
- If there are any man-made hazards on the property, they should be mitigated.
- Development should not aggravate, accelerate, or increase the level of risk from natural hazards.

*Geologic Hazards and Constraints*

- The subject property is not within a wildfire hazard area and it is outside of a floodplain and/or a geologic hazard areas.

*Wildfire*

- New developments should be required to provide an adequate onsite water supply for fire-fighting purposes, as required by the fire district, prior to the issuance of a building permit.

*Wildlife and Vegetation*

- The subject property is within a Secondary Wildlife Quality Area.
- Vegetation important to Wildlife should be protected. (CMP p. 44)

**Community Resources**

*Historic Resources*

- If any historical or cultural resources are found on this site, please notify the Jefferson County Historical Commission and the Colorado Historical Society for information regarding the proper care for those artifacts.

*Visual Resources*

- Visual impact concerns should be addressed at the time of the formal application. Views, architecture, lighting, signage, parking, outside storage areas, and fencing should be evaluated at the time of the formal application submittal. Visual impacts that are obtrusive to surrounding areas should be avoided.
- Building design and placement should avoid cutting off physical access between individual projects.
- Existing and proposed vegetation should be identified so that the proposal can be evaluated to determine if any additional landscape screening is needed.

*Air, Light, Odor, and Noise*

- There should be adequate buffer areas provided to help offset any potential negative impacts associated with the proposed uses.
- Existing residences should be buffered and protected from adverse impacts associated with a new development project. (CMP p. 47)

*Air*

- New development should mitigate the impacts of dust and other pollutants resulting from construction, grading and other activities that may impact air quality.
- Bikeways and pedestrian trails are encouraged.

*Light*

- Lighting should be reduced or turned off after business hours and security lighting should be kept to a minimum. All lighting should be directed downward. Internally illuminated signs and commercial flood lights should be prohibited.
- The efficient use of lighting is encouraged to reduce adverse light impacts and conserve energy while providing for public safety, utility, security. (CMP p. 48)
- To protect the night sky and glare trespass onto adjacent properties, the light impacts from new development should be minimized.

*Odor*

- Odors associated with new development should be mitigated and not adversely affect the community.

*Noise*

- Noise levels should be evaluated. If the community has concerns about potential noise generated from a proposed use, the developer should conduct a noise study and identify ways to prevent the noise from adversely affecting the community.
- To mitigate and/or reduce noise generated from a proposed use, the developer should consider using berming, solid fencing, or increased landscaping between parking/loading docks/drive areas and residential areas.

*Open Space*

*Recreational Trails*

- An improved trails network is recommended throughout the area. State, regional and local trail systems should be connected when possible.
- Please coordinate with Jefferson County Open Space to determine if there are any planned and/or existing trails on or adjacent to the subject site.

**Infrastructure, Water and Services**

*Transportation*

- Alternatives to the traditional parking requirements should be considered.
- Developers should demonstrate that the existing road network can accommodate the traffic generated by the proposed development, or should provide, at the developers' expense, the required improvements to accommodate the traffic generated by the development. Planning Engineering should provide more detailed comments on the potential impacts to the road system.
- The proposed traffic pattern should be routed to avoid conflicts with any residential neighborhoods.
- Transportation improvements should be made in a way that strengthens the area's sense of community.
- Transportation infrastructure and parking areas should balance safety, neighborhood character, and environmental impacts. (CMP p. 52)

*Connectivity*

- Development should coordinate access points, connections, and circulation patterns with adjacent properties, where appropriate. (CMP p. 52)

*Water and Wastewater*

*Water Resources*

- The County's water resources should be protected. New development should ensure it has appropriate water service and wastewater treatment to serve the proposed uses.

*Water Quantity*

- Applications for new development projects should demonstrate that water is adequate and available to accommodate the proposed uses. (CMP p. 53) *Provided by the applicant.*
- New development should provide adequate water supplies and/or onsite storage facilities for firefighting services. (CMP p. 53)

*Other Utilities*

- The applicant should verify that the utility companies have the capacity to serve the proposed development while maintaining existing service levels. (CMP p. 54)
- Utility lines should be located underground in new development projects when practicable.

*Services*

- The applicant should provide a fire service verification letter from the Evergreen Fire Protection District verifying that the subject property is within the District's jurisdiction and fire and rescue services will be provided by the District. *Provided by the applicant.*
- Fire protection providers should review water and sanitation district plans for water lines to ensure the adequacy of the fire flow for fire fighting.

*CMP General Services Policies*

- New development should demonstrate how services will be provided to the site and submit related service commitment documentation.

*Emergency Services*

- New developments should demonstrate that adequate services are provided to the site, e.g., electricity, telephone, gas, fire protection, Sheriff's protection, etc. (EP p. 23)
- New development proposals should consider Public safety needs. (CMP p. 55)

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PRE APPLICATION ZONING REVIEW MEMO

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Date: June 9, 2016  
To: Mike Madrid, Planner  
From: Sarah Rosenberg, Planner  
Re: Rezone from C-1 to P-D to allow for residential uses on the upper floors of an existing commercial structure.  
Case no. 16-110093 RZ

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I have the following comments on this case:

1. The property is currently zoned C-1.
2. The properties are platted tracts part of the Show Barn Center Subdivision
3. The property takes access to Meadow Drive, a county maintained road. Possible access could be also be taken directly to Iris Drive.
4. The property is within the Floodplain Overlay District – 100 year AE defined.
5. The application needs to include written restrictions for the planned development.
6. A parking study needs to be conducted to determine adequate parking.
7. Prior to the placement, erection, or construction of any new structures, signs, fences, retaining walls, etc., on this property, all required permits must be obtained from the County.

Thank you,

**Sarah Rosenberg, Planner**