

MEETING MINUTES
GRAND COUNTY BOARD OF COUNTY COMMISSIONERS
GRAND COUNTY DEPARTMENT OF SOCIAL SERVICES
GRAND COUNTY HOUSING AUTHORITY

January 8, 2019

Present: Commissioner Richard D. Cimino, Commissioner District 1 - Chair
Commissioner Merrit S. Linke, Commissioner District 2
Commissioner Kristen Manguso, Commissioner District 3

Also Present: County Clerk and Recorder Sara L. Rosene
County Manager Lee Staab
Acting County Attorney Maxine LaBarre-Krostue

Those present recited the Pledge of Allegiance.

The following individuals were sworn into office by Grand County Court Judge Nicholas Catanzarite:

Kristen Manguso	County Commissioner District 3
Sara L. Rosene	County Clerk and Recorder
Tom Weydert	County Assessor
Brett Schroetlin	County Sheriff
Warren Dale Ward	County Surveyor

Commissioner Linke moved to approve the Meeting Minutes of December 18, 2018 of the Board of Commissioners.

The motion passed unanimously.

Commissioner Linke moved to approve the Meeting Minutes of January 2, 2019 of the Board of Commissioners.

The motion passed unanimously.

Commissioner Linke moved to approve the Meeting Minutes of the January 7, 2019 Special Meeting of the Board of Commissioners.

The motion passed unanimously.

Commissioner Cimino announced that the Board is sitting as the Grand County Housing Authority.

Commissioner Manguso moved to approve Resolution No. 2019HA-1-12, "A RESOLUTION RATIFYING THE EXECUTION AND DELIVERY OF A LETTER BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO, ACTING IN THE CAPACITY AS THE GRAND COUNTY HOUSING AUTHORITY BOARD, TO NOTIFY SENIOR HOUSING OPTIONS, INC. OF THE TERMINATION OF THE MANAGEMENT AGREEMENT CONCERNING THE CLIFFVIEW ASSISTED LIVING CENTER"

The motion passed unanimously.

Commissioner Cimino announced that the Board is sitting as the Grand County Board of Commissioners.

Finance Department

Finance Director Curtis Lange presented the Check Register and Expenditure List to be paid on January 9, 2019, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Linke moved to approve the checks presented on January 8, 2019 for payment on January 9, 2018 for the Grand County Housing Authority.

The motion passed unanimously.

Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on January 9, 2019, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Linke moved to approve the vouchers presented on January 8, 2019, for payment on January 9, 2019 for the Grand County Board of Social Services.

The motion passed unanimously.

Commissioner Linke moved to approve the wires payment and vouchers transfers presented on January 8, 2019, for payment on January 9, 2019 for Grand County.

The motion passed unanimously.

Departmental Contracts, Comments, Issues

Commissioner Linke moved to authorize the Board to sign the Colorado Department of Transportation Grand County Signature Sheet showing

- 156.21 miles of arterial streets
- 612.84 miles of local roads
- 769.05 total miles of H.U.T. eligible streets
- 59.62 miles of non H.U.T. eligible streets – Maintained by others
- 36.84 miles of non H.U.T. eligible streets – Not maintained

The motion passed unanimously

Commissioner Manguso moved to approve Resolution No. 2019-1-13, “A RESOLUTION APPROVING THE ANNUAL CERTIFICATION OF THE COUNTY ROAD SYSTEM, APPROVING THE 2019 COUNTY ROAD SUPERVISOR’S REPORT, AND APPROVING THE SUBMITTAL OF THE 2018 HIGHWAY USER TAX FUND REPORT TO THE STATE DEPARTMENT OF HIGHWAYS, INCLUDING AN APPROPRIATE MAP SHOWING ALL COUNTY PRIMARY, SECONDARY AND NON-COUNTY MAINTAINED ROADS, SAID MAP BEING HEREINAFTER DESIGNATED THE OFFICIAL COUNTY ROAD MAP FOR GRAND COUNTY FOR 2019 PURSUANT TO C.R.S. §43-2-120”

The motion passed unanimously.

Road and Bridge Superintendent Chris Baer stated that he is working with CDOT to come up with a completion date for the work on County Road 3.

Commissioner Manguso moved to approve the renewal of the Hotel and Restaurant Liquor License for Latigo Corporation doing business as Latigo Ranch as presented by Clerk and Recorder Sara Rosene.

The motion passed unanimously.

Commissioner Manguso moved to appoint Kremmling Police Chief Jamie Lucas to the Grand County Emergency Telephone Services Authority to fill the at large position on the Board.

The motion passed unanimously.

Commissioner Manguso moved to appoint Grand County Sheriff Brett Schroetlin to the Grand County Emergency Telephone Services Authority to fill the law enforcement representative on the Board.

The motion passed unanimously.

Commissioner Manguso moved to approve and authorize the Chair to sign the State of Colorado Grant Agreement with Colorado Department of Higher Education on behalf of the Colorado Opportunity Scholarship Initiative for the Colorado Mountain College Foundation as presented by Assistant County Manager Ed Moyer.

Discussion: There is no fiscal impact to Grand County.

The motion passed unanimously.

The Board asked the Road and Bridge Superintendent to look at sections of Grand County Roads for safety including guardrails.

County Manager Lee Staab presented his weekly update.

Mr. Staab stated that he received 17 applicants for County Attorney and 40 applicants for County Manager.

The Board will interview applicants for County Attorney on January 30, 2018.

The Board will perform phone interviews with County Manager applicants. There will be panel interviews for the County Manager on February 6 and 7.

Commissioner Manguso moved to approve Resolution No. 2019-1-14, "A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO AMENDING RESOLUTION NO. 2019-1-5 TO CORRECT THE MAXIMUM EMPLOYEE DAILY ALLOWANCE FOR MEALS AND INCIDENTAL EXPENSES FOR 2019"

The motion passed unanimously.

Commissioner Cimino stated that he attended the vacancy committee meeting in Craig for Senate District 8.

- January 9 Commissioner Linke will meet with Shanna Ganne of the Grand County Historical Association at Midtown Café at 7:45 a.m.
- January 9 Commissioner Linke will attend meeting with Summer Gathercole of Northwest Workforce at 9:30 a.m.
- January 9 Middle Park Water Conservation District at the Summit Commons at 10 am. (Commissioner Linke)
- January 10 Commissioner Manguso will meet with Shanna Ganne of the Grand County Historical Association at the Midtown Café at 10:30 a.m.
- January 10 UCC meeting at the Sagebrush at 7:30 a.m. (Commissioner Manguso)
- January 10 Commissioner Cimino will attend a meeting regarding health cost analysis bill at 2:00 p.m. at the Senate Services Building (Commissioners Linke and Cimino)
- January 14 Club 20 Executive Committee in old Mesa County Courthouse in Grand Junction at 8:45 a.m. (Commissioner Linke)
- January 14 Meeting at the Town of Hot Sulphur Springs at 6:30 p.m. regarding public land access on the Colorado River (Commissioners Linke and Manguso)
- January 14 Mayor and Managers meeting in Hot Sulphur Springs (Commissioners Manguso and Cimino)
- January 16 County Manager interview applicants by Skype (All three commissioners)
- January 16 CCAT meeting (Commissioner Cimino)
- January 17 CCI Legislative meeting (Commissioner Cimino)
- January 18 CCI Legislative Breakfast at Capital at 7:00 a.m. (Commissioners Linke and Cimino)

Consent Agenda

Resolution No. 2019-1-7, "A RESOLUTION RELATING TO AN ADDENDUM TO A LEASE/PURCHASE AGREEMENT FOR CERTAIN EQUIPMENT TO BE USED BY GRAND COUNTY'S DEPARTMENT OF ROAD AND BRIDGE; AUTHORIZING THE EXECUTION OF THE ADDENDUM TO THE LEASE/PURCHASE AGREEMENT AND OTHER DOCUMENTS RELATED THERETO; AUTHORIZING OFFICIALS OF THE COUNTY TO TAKE ALL ACTIONS NECESSARY TO CARRY OUT THE TRANSACTION CONTEMPLATED HEREBY; AND PROVIDING FOR OTHER MATTERS RELATING THERETO"

Resolution No. 2019-1-8, "A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO AUTHORIZING OUT-OF-STATE TRAVEL FOR ONE GRAND COUNTY PUBLIC HEALTH EMPLOYEE"

Resolution No. 2019-1-9, "A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO TO EXECUTE A NOTICE OF APPOINTMENT CERTIFYING THE APPOINTMENT OF MIKE RITSCHARD AS A DIRECTOR OF THE COLORADO RIVER WATER CONSERVATION DISTRICT"

Resolution No. 2019-1-10, "A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO TO EXECUTE AN ASSIGNMENT OF HANGAR GROUND LEASE FOR AIRPLANE HANGAR NO. 20 LOCATED AT THE GRANBY-GRAND COUNTY AIRPORT"

Resolution No. 2019HA-1-11, "A RESOLUTION APPROVING AND AUTHORIZING THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO, ACTING IN THE CAPACITY AS THE GRAND COUNTY HOUSING AUTHORITY BOARD, TO EXECUTE A DEPOSIT AGREEMENT BETWEEN THE U.S. DEPARTMENT OF AGRICULTURE, GRAND MOUNTAIN BANK, AND THE HOUSING AUTHORITY OF THE COUNTY OF GRAND"

Commissioner Manguso moved to approve the Consent Agenda.

The motion passed unanimously.

Treasurer's Report

Deputy Treasurer Teri Tanton presented the Treasurer's report.

Commissioner Manguso moved to authorize the Treasurer to publish the semi-annual Treasurer's Report.

The motion passed unanimously.

Amended Final Plat – Lots 1-3, Block 1, First Addition to Lake Forest Subdivision

PROJECT NAME: Amended Final Plat, Lot 1, 2, and 3, Block 1, Lake Forest Subdivision
APPLICANT: Calvin Sand, Owner
LOCATION: 13-55 County Road 644
ZONING: Residential District (R)
APPLICABLE
REGULATIONS: Grand County Zoning Regulations, Subdivision Regulations
EXHIBITS: Amended Final Plat, Letter of Application, Vicinity Map, Title Commitment
STAFF PLANNER: Will Russell and Alexander Taft, LEED Green Associate
REQUEST: Approval of an Amended Final Plat to vacate lot lines to create one lot increasing buildable area and to decrease potential encroachment.

I. DISCUSSION

a. Background:

Calvin Sand, the "Applicant," is currently the owner of Lots 1, 2, & 3, Block 1 of the Lake Forest First Addition Subdivision. The Applicant is proposing an Amended Final Plat that would vacate lot lines to create one lot with increased building area. It is the Applicant's goal to construct a proposed garage on a lots 2 & 3.

Currently, Lot 1 has an existing single family residence and Lots 2 & 3 are vacant. Each of the three lots are .23 acres or 10,018 sq.ft. comprising a total lot size of .69 acres or 30,056 sq.ft. Water and sewer is provided to Lot 1 by Three Lakes Water & Sanitation District and Lake Forest Mutual Water Company. The subject lots are surrounded by residential development. Lots in the immediate vicinity of the subject parcels range in size from .23 acres to .56 acres in size.

b. History:

Lake Forest Subdivision was originally platted in September 1953 at Reception No. 76469. It contained one filing, consisting of 6 blocks comprised of 153 lots. Two other Amended Final Plat applications have been processed through the County for this subdivision. Lots 1A-1B, Block 6 were combined in 2012 per reception #2012007793 and Lots 1-26, Block 3 were combined in 2000 per reception #2000004223.

II. PLANNING COMMISSION REVIEW

The Planning Commission reviewed this application during the regular meeting on November 14, 2018. The Commission raised a question about the concern of lot combination having an impact on affordable housing. Staff's interpretation of the Master Plan is while affordable housing is a goal it also suggests densities in area be near one dwelling unit per acre. Staff noted that there are some inconsistencies in the Master Plan goals. There was further discussion on connection to water and sewer. Planning Commission unanimously recommended approval with no additional conditions.

III. RECOMMENDATION

Planning Commission unanimously recommended approval with conditions presented by Staff of the Amended Final Plat, Amended Lot 1A, Block 1, First Addition to the Lake Forest Subdivision Being a replat of Lots 1, 2, & 3, Block 1, First Addition to the Lake Forest Subdivision, Reception No. 76469 with the following conditions to be met prior to the recording of the Final Plat.

1. The title of the Amended Final Plat shall be amended as recommended.
2. The legal description shall be amended as recommended.
3. Primary control points, or descriptions shall be amended as recommended.
4. Tract boundary lines, easements, residential lot lines and accurate dimensions shall be shown on the Plat, including those boundaries of adjacent properties.
5. Location and description of monuments are noted shall be shown on the Plat. "Point A" shall be located within reference to section lines of township and range with connection to property corners.
6. The Dedication shall be amended to read as follows.
7. The Surveyor's Certificate shall be amended to read as follows.
8. The Planning Commission Certificate shall be amended to read as follows.
9. Remove "Preliminary Plat" and correct legal description as indicated above.
10. A vicinity map. This has been provided and shall remain on the Final Plat.

11. The A 14" x 18" black-line Mylar(s) with approved addresses and road numbers as required.
12. A statement of taxes that shows all taxes have been paid shall be submitted.
13. An electronic copy of the Final Plat shall be submitted.
14. Such additional information as may be required by the Grand County Board of County Commissioners.
15. All recording fees are to be paid by the Applicant
16. Quit Claim Deeds to describe the amended legal description of the lots.

Commissioner Linke moved to approve the Amended Final Plat, Lot 1, 2, and 3, Block 1, Lake Forest Subdivision as presented by Alex Taft.

The motion passed unanimously.

Public Hearing – 599 South Main Street LLC Special Use Permit

The public hearing scheduled to begin at 10:45 a.m. was called to order at 10:45 a.m. by Commissioner Cimino. Acting County Attorney LaBarre-Krostue set the record by presented Exhibits:

- A Application Narrative – Dated September 5, 2018
- B Public Notice – Middle Park Times, Dated October 4, 2018
- C Public Notice – Middle Park Times, Dated October 11, 2018
- D Proof of Publication – Middle Park Times, Dated November 30, 2018
- E Certified Mailings to all property owners within 500’ as established by the Grand County GIS
- F First Class Mail, list of property owners within the 500’ notification buffer, as established by the Grand County GIS
- G Vicinity Map depicting 500’ notification buffer, as established by the Grand County GIS
- H Memo to 599 So. Main and to interested parties dated October 11, 2018
- I Memo to 599 So. Main and to interested parties dated December 12, 2018
- J Recorded Armstrong Subdivision Exemption Plat Dated May 26, 1986
- K Certificate of Recommendation Dated January 8, 2019
- L Vicinity Maps showing project location and zoning
- M Public Review Sheet with and without signatures
- N Power Point Presentation prepared by staff dated January 8, 2019
- O Memo to Board of County Commissioners dated November 20, 2018
- P Email from Delia Bell dated December 16, 2018

PROJECT NAME: 599 So. Main Street, LLC Camping Special Use Permit
APPLICANT: Gene & Steve Claps
LOCATION: 10863 U.S. Highway 34
APPLICABLE: Grand County Zoning Regulations Sections 9 and 11
REGULATIONS: Grand County Master Plan
ZONING: Business -- B
ATTACHMENTS: Grand County Development Application with Narrative
Site Plan
Vicinity Maps
Well Permit
Water Court Case
Email from CDOT regarding access
Draft SUP Permit

STAFF PLANNER: Richard Hubler and Alexander Taft, LEED Green Associate

REQUEST: The Applicant is requesting a Special Use Permit for “camping” in order to develop a portion of the property as a camping area for a higher-end RV park.

I. DISCUSSION

599 So. Main Street, LLC, the “Applicant”, represented by Gene Claps, is requesting a Special Use Permit to develop a camping area on a portion of the property which currently contains several existing businesses. The property is adjacent to US Highway 34, located between Lake Granby and Shadow Mountain Lake. Access to the property is provided from US Highway 34 at two points approximately 500 feet apart.

Gene and Steve Claps, as owners of 599 SO. Main Street, LLC recently purchased the property in June 2018. The property includes existing commercial development and several business enterprises, including Grand Lake Electric and Heating, Stillwater Yoga, Grand Lake Brewing, and a forestry services contractor.

The property is Lot 1 of Armstrong Subdivision Exemption, recorded at Reception #243731 in 1986, and totals 5.14 acres. The Phase 1 Plan comprising this application identifies an area of approximately one-third of an acre to hold 10 RV sites, each measuring 30 feet by 50 feet. Each of the sites will be provided with 50 amp electric service, water, and sewer connections. The property is serviced by an adjudicated commercial well and Three Lakes Water & Sanitation District.

Potential future phases could include additional similar development along the west and northwest of the property. These future phases are not being evaluated as part of this application.

II. STAFF COMMENTS

The proposed development is an infill type redevelopment of an existing piece of land located in a business intensive area along a busy transportation corridor. Currently existing uses on adjacent properties include resort cabins and single family residences. The site is adjacent to residential uses on the north and west, and by resort cabins on the south. Immediately to the east is US Highway 34, beyond which lies the Granby Canal, vacant land, and high end residential development. This Business zoned parcel is at the north end of an approximately 2 mile stretch of Tourist zoned parcels along the Highway 34 corridor. To the west is a large section of the Mobile Home District, and to the east lies the Residential District.

The applicant proposes developing an RV campground with “full hookups” to be used by long term lessee’s for occasional use. The proposed development of the site meets the regulations at present and allows for future build-out in a manner consistent with existing regulations.

Staff contacted the Colorado Department of Transportation, who commented that the north access to the site was developed under a permit (#315158), is paved, but may have site distance issues. Their comment on the south access is that it is not in very good condition, has poor slope and alignment with the highway, and probably has sight distance issues. The CDOT Region 3 office is currently doing further analysis to determine the best direction forward.

Interior driveways and traffic routing are not fully designated on the site plan, and should be developed to provide access to emergency services personnel, as suggested by Grand Lake Fire Protection District. It is the opinion of staff that this proposal meets the expectations laid out in the Grand County Zoning Regulations, and the conditions specified clarify certain details.

III. PLANNING COMMISSION RECOMMENDATION

The Applicants discussed with the Planning Commission the intention of creating this campground. They are in process of forming a long term plan for the site and would like to have long term higher end RV coach spaces on site. The use will be focused towards the summer months of longer term stays. The Applicant also gave some clarification on the other existing site uses.

The Planning Commission unanimously recommended approval of this Special Use Permit with the addition of three conditions including: an initial 5 year term, maximum tow (2) fire pits, use of the entire site/property within the Special Use Permit.

IV. RECOMMENDATION

Planning Commission unanimously recommended approval of the 599 So. Main Street, LLC Special Use Permit with the following conditions:

Prior to approval of the permit by the Board of County Commissioners:

- 1) Traffic Routing to be determined based on comments from CDOT regarding US Hwy 34 access permits.
- 2) Interior drives shall be clearly delineated on the site plan, based on review by Grand Lake Fire Protection District.
- 3) Applicant shall provide proof of taps paid to Three Lakes Water & Sanitation District prior to permit issuance.
- 4) A site plan and statement regarding use of the whole site as a portion of the Special Use Permit.
The following shall be included in the permit:
 - 1) An initial term of five (5) years
 - 2) Maximum of two (2) solid fuel burning fire pits.
 - 3) All RV spaces shall be physically marked on the ground to be at least thirty (30) feet wide and fifteen hundred (1500) square feet in area.
 - 4) Building permits will be required for any future structures, including but not limited to storage buildings, fences over six (6) feet tall, and retaining walls over four (4) feet tall.
 - 5) Development of any additional RV spaces shall require an amendment of this Special Use Permit.
 - 6) Standard SUP conditions for lighting, noise, site maintenance, blight, and other regulations.
 - 7) Any additional conditions to be added by Planning Commission or Board of County Commissioners.

Mr. Claps stated that they would like to see a fire pit at each site. There are no regulations against having a pit at each site.

Mr. Taft stated that the applicant has a commercial well and it will support the requested use.

The Board would like additional work on this and staff needs the following

1. Documentation from the fire district regarding fire pits
2. Documentation from the department of water resources
3. Detailed site plan

Commissioner Linke moved to continue the hearing to February 26, 2019 at 11:30 a.m.

The motion passed unanimously.

Sheep Mountain Wildfire Fuel Break Discussion

Larry Holder, President of Fairways at Pole Creek HOA, and Deb Thomas Doberson, representative of Valley at Winter Park HOA, came before the Board to discuss the Sheep Mountain Wildfire Fuel break. The group sent a petition to the Bureau of Land Management to request a wildfire fuel break be constructed at the base of Sheep Mountain on the east side to protect structures.

The group would like a letter of support from the County with regard to the fuel break.

The property in the vicinity of Sheep Mountain have a combined value of approximately \$172 million.

Matthew Schulz, Forester from the Colorado State Forest, stated that the Colorado State Forest Service has a good neighbor authority agreement with the BLM. This allows the State Forest Service to perform forest management projects on BLM lands.

Commissioner Linke moved to authorize the Board of Commissioners to provide a letter of support for fire break effort for Sheep Mountain.

The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 11:23 p.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this _____ day of January 2019.

Richard Cimino, Chair

Attest:

Sara L. Rosene, Clerk and Recorder