

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

April 24, 2018

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

Also Present: County Attorney Robert Franek
County Manager Lee Staab

Those present recited the Pledge of Allegiance.

County Manager Staab recognized employee anniversaries.

Employees who have been employed by Grand County for five years: Jason Schroder of Road and Bridge.
Employees who have been employed by Grand County for ten years: Kendra Gore of the Grand County Sheriff's Office and Janette Fudge of the Clerk and Recorder's Office.

County Manager Staab presented Grand County Coins to the following:

1. Mark Jenson of the IT Department.
2. Katherine Morris – Water Quality Specialist
3. Kelly Oxley of the Manager's Office

Commissioner Manguso moved to approve the Meeting Minutes of the Board of Commissioners of April 17, 2018 as corrected.

The motion passed unanimously.

General Public Comments

Eden Recor asked if money is still be collecting in the Building Department. County Manager Staab stated that Community Development does not collect any cash. Mr. Recor believes that the Department should not take checks. Commissioner Manguso suggested that the Board consider how checks are collected in the County.

Mr. Recor addressed his concern regarding the Contract with CenturyLink.

Finance Department

Cathy Henderson for Finance Director Curtis Lange presented the Check Register and Expenditure List to be paid on April 25, 2018, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Cimino moved to approve the checks presented on April 24, 2018 for payment on April 25, 2018 for the Grand County Housing Authority.

The motion passed unanimously.

Cathy Henderson for Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on April 25, 2018, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Cimino moved to approve the vouchers presented on April 24, 2018, for payment on April 25, 2018 for the Grand County Board of Social Services.

The motion passed unanimously.

Commissioner Cimino moved to approve the wires payments and vouchers payments presented on April 24, 2018, for payment on April 25, 2018 for Grand County.

The motion passed unanimously.

Road and Bridge Update

Commissioner Manguso moved to approve the Track Agreement between Wheeler Trucking and Grand County in amount of \$1,000 for four rail cars to store magnesium chloride as presented by Assistant Road and Bridge Superintendent Bill Clark.

The motion passed unanimously.

Mr. Clark stated that 12 of the Road and Bridge crew attended a grader class last week.

The application of magnesium chloride should begin on May 14, 2018.

Departmental Contracts, Comments, Issues

Commissioner Manguso moved to approve and authorize the Chair to sign the Federal Financial Report between Grand County and the USDA for reimbursement in the amount of \$32,850 as presented by Economic Development Director DiAnn Butler.

The motion passed unanimously.

Commissioner Manguso moved to approve for publication of Grand County Ordinance No. 19, "ORDINANCE FOR THE REGULATION OF OPEN BURNING IN UNINCORPORATED GRAND COUNTY, COLORADO" as presented by Natural Resource Specialist Amy Sidener.

The motion passed unanimously.

Commissioner Manguso moved to approve the publication of Grand County Ordinance No. 20, "ORDINANCE ESTABLISHING FIRE RESTRICTIONS ON OPEN FIRES UNDER CERTAIN CONDITIONS, ESTABLISHING A RESTRICTION ON THE USE OF OTHER INCENDIARY DEVICES, ESTABLISHING A RESTRICTION ON THE SALE AND USE OF FIREWORKS, PROVIDING A PROCEDURE FOR INSTATING AND RESCINDING ANY OR ALL OF THE RESTRICTIONS HEREOF FROM TIME TO TIME BY RESOLUTION, ESTABLISHING CRIMINAL PENALTIES FOR THE VIOLATION THEREOF, AND REPEALING ALL PRIOR ORDINANCES IMPOSING FIRE RESTRICTIONS, BANNING INCENDIARY DEVICES AND BANNING FIREWORKS IN GRAND COUNTY, COLORADO" as presented by Natural Resource Specialist Amy Sidener.

The motion passed unanimously.

Brian Lundstedt, President of Tyler's Backcountry Awareness is requesting a Special Event Permit. The event will be held on May 5, 2018 at Muddy Creek Trail Head Parking Lot Rabbit Ears 312.1. They will sell malt, vinous and spirituous liquor from 12 p.m. to 10:00 p.m. on May 5, 2018.

All fees have been paid to the State and Grand County. The Sheriff's Office has posted a notice and no remonstrance have been received therefore the Clerk and Recorder recommends approval.

Commissioner Manguso moved to approve the Special Event Permit for Tyler's Backcountry Awareness for an event on May 5, 2018 from 12 p.m. to 10:00 p.m. at Muddy Creek Trail Head Parking Lot as presented by Clerk and Recorder Sara Rosene.

The motion passed unanimously.

Bob Saint, President of the Rotary Club of Granby Foundation is requesting a Special Events Permit. The events will be held on June 2, 9, 16, 23, 30, July 3 and 4. The Rotary will sell malt, vinous and spirituous liquor from 2:00 p.m. to 1100 p.m.

All fees have been paid to the State and to Grand County. The Sheriff's Offices has posted a notice and no remonstrance have been received; therefore, the Clerk and Recorder recommends approval.

Commissioner Cimino moved to approve the Special Event Permit for the Rotary Club of Granby Foundation for events on June 2, 9, 16, 23, 30, July 3 and 4 from 2:00 p.m. to 11:00 p.m. as presented by Clerk and Recorder Sara Rosene.

The motion passed unanimously.

County Manager Staab presented the weekly update.

Commissioner Cimino testified on three different health care bills. Commissioner Cimino stated that because the reinsurance bill passed with some bi-partisan support, the one geographic rating bill was postponed indefinitely.

Commissioner Cimino attended the Legislative Breakfast in Idaho Springs. The group agreed to do a summit on Corona Pass.

Commissioner Cimino met with the Mayor of Fraser on April 19.

Commissioner Linke attended a Club 20 conference call.

Commissioner Manguso attended the Veteran's Dinner.

Commissioner Manguso met with Dennis Carpenter of the Airport Advisory group. Commissioner Manguso stated that she is in favor of getting more work done at the Kremmling Airport. She would like to push hard to get changes at the airport.

Calendar

April 26 Commissioner Linke will attend the Wildfire Council meeting at 11:30 a.m. at Grand Fire
April 26 & 27 Commissioner Manguso will attend the QQ retreat in Eagle
April 27 Commissioner Cimino will try to attend the last CCI Legislative meeting
May 2 Commissioner Cimino will attend the Club 20 meeting in Grand Junction from noon to 2:45 p.m.
May 2 Commissioner Cimino will attend a meeting with the Town of Fraser to provide a Strategic Plan update

Grand County Library District Update

Present for the Library update were Sally Leclair (President of the Board of Trustees), Jim Sloan (Vice President), Max Frazier (Board Member), Tara Ingle (Finance Director for the District), Marcus Davis (Board Member), and Executive Director Stephanie Ralph.

Ms. Leclair thanked the community for its support. The libraries have been growing this year.

Stephanie Ralph thanked the Board for its support of the libraries in 2017.

Ms. Ralph stated that the library district has a full board. The foundation has been revitalized.

Ms. Ralph stated that there has been a lot of face to face conversation with community members. The Grand County Community of Writers is an example of that engagement. There is also an online high school for students to get their GEDs.

There are also a number of opportunities for preschoolers to attend a story hour.

Ms. Ralph stated that to continue the same level of service, the District will need to shift and change.

Finance Director Tara Ingle stated that she was directed to produce a balanced budget. The Library District had been operating in reserves. The District reduced expenses in the 2017 budget.

Commissioner Cimino believes that the Library District is one of the best in the state. He wondered about the money in reserve and then the big drop in the balance in 2019.

Ms. Ingle stated that in 2016, there was an increase in mill levy. The big increase in fund balance from 2016 and 2017 is to put money into reserve. In 2019, the District will start calling the bonds. In 2019, there is a debt payment of \$1.2 million.

Short Term Rental Workshop

The Workshop was not part of the meeting, therefore no minutes were taken.

Open Lands Rivers & Trails Advisory Committee Grant Funding Presentation

Paul Bruchez, Chair of the Open Lands, Rivers & Trails Advisory Committee came to present funding recommendations.

Mr. Bruchez thanked County staff for assistance with the program: County Manager Lee Staab, Assistant County Manager Ed Moyer, Finance Director Curtis Lange, and Administrative Assistant Kelley Oxley.

The application period was opened February 1 and closed the application period on March 15. On March 22, there was full committee review of all applications along with the ranking score sheets submitted. On April 5, there was a subcommittee formed to continue to evaluate the recommendations and make a recommendation to the committee. On April 12 was the final committee review and vote on recommendations.

There is \$199,164 recommended for trail maintenance funding and \$1,063,450 for open lands and rivers funding. The total budget was \$1,383,912.

Entity: Headwaters Trails Alliance
Project Name: Trail Smart Sizing
Brief Description: Headwaters Trails Alliance is requesting \$43,400 for Phase 1 to implement the recently approved Trail Smart Sizing project. The project is designed to mitigate ecological damage due to historic poor trail development and improve the overall recreational experience for trail users. This project includes 18 miles of new trail construction, trail reroutes, maintenance, bridges, and restoration. The project reroutes trails away from sensitive riparian zones and constructs bridges to better protect watersheds.
Recommended Funding: With an average score of 86.0 OLRTAC recommends \$43,400 to be allocated to this project with the requirement that a revegetation and noxious weed management program be in place.
OLRTAC Reasoning: This project is part of the updated Master Plan, will reduce fragmentation of wildlife, and will require less trail maintenance in the long-term. Funding for the 18 miles of new trail construction is not part of the grant request.

Entity: Headwaters Trails Alliance
Project Name: East Shore Trail
Brief Description: Headwaters Trails Alliance is requesting \$51,300 for maintenance improvements on a 2-mile section of the East Shore Trail within RMNP to accommodate bicycle use and other existing trail uses. The improvements include the construction of several causeways, a bog bridge, and a reroute (1200-1500 feet) to improve public safety, trail sustainability, and to avoid impacts to natural and cultural resources, including watersheds.
Recommended Funding: With an average score of 85.8 OLRTAC recommends \$51,300 to be allocated to this project with the requirement that a revegetation and noxious weed management program be in place.
OLRTAC Reasoning: This is a large, multi-partner, 15-year project that has a deadline of September 2018. While a high percentage of OLRT funds were requested (78%), RMNP has no resources to dedicate to the project and HTA is under federal mandate to fund this project. This project is identified in the Grand County/RIA Master Plan as a portion of the planned route for the Granby to Grand Lake trail.

Entity: Town of Fraser
Project Name: Fraser River Trail Maintenance
Brief Description: The Town of Fraser is requesting \$43,500 for maintenance work to the Fraser River Trail. This maintenance work includes: placement and grading of 4-inches of Class 6 materials along 12,00 linear feet of the 10-foot wide trail; culvert clearing/armament of drainage in/outlets; trail's edge reinforcement; Class 6 material at picnic table pads; and clearing/trimming of willows. The Fraser River Trail lies within a 120-acre parcel of dedicated open space owned by the Town of Fraser.
Recommended Funding: With an average score of 85.2 OLRTAC recommends \$43,500 to be allocated to this project with the requirements that a revegetation and noxious weed management program be in place and that resurfacing must be done to existing picnic table pads only.
OLRTAC Reasoning: While a high percentage of OLRT funds were requested (74%), this is an important project for the community due to the high trail usage, river access to the Fraser River and access to other trail systems, and the fact that it has already been vetted through the public process with GOCO funding and public forums.

Entity: Headwaters Trails Alliance
Project Name: Winter Trail Grooming
Brief Description: Headwaters Trails Alliance is requesting \$16,400 to maintain 30 miles of existing winter, non-motorized, multi-use trails including the Fraser River Trail, Fraser-to- Granby Trail, and Creekside/Chainsaw/Zoom Trails. To provide a safer and more consistent trail experience, HTA needs funding to hire a winter season groomer, purchase a snowmobile trailer, signage, fuel, and parts.
Recommended Funding: With an average score of 82.2 OLRTAC recommends \$16,400 to be allocated to this project with the requirement that a revegetation and noxious weed management program be in place.
OLRTAC Reasoning: With 6 months of winter in Grand County it is important to maintain Grand County's winter trails for hiking, snowshoeing, Nordic skiing, and fat tire biking. This project will help HTA establish a regular grooming schedule on trails that see high usage in the winter. The grant specifies grooming on non-motorized trails only.

Entity: Headwaters Trails Alliance
Project Name: Phases & Wolford Area Trail Maintenance
Brief Description: Headwaters Trails Alliance is requesting \$21,950 to assist the BLM in two heavily used recreation areas with trail improvement projects that both protect the natural environment from prolonged erosion and provide safer recreational experiences for hiking, biking, and fishing access. Trail improvements are long overdue and mitigation measures such as: reroutes, rock armoring, improved drainages, deadfall and hazard tree removal, and improved sight lines will greatly enhance the safety, sustainability and recreational experience on these trails. In the Wolford area, both motorized and non-motorized recreation is allowed, however HTA will only work on the non-motorized trails for this project.
OLRTAC Funding: With an average score of 81.4 OLRTAC recommends \$21,950 to be allocated to this project with the requirements that a revegetation and noxious weed management program be in place and that HTA works with CPW on critical wildlife habitat related issues. OLRTAC Reasoning: This is an important project because it is the only grant application submitted for a project in west Grand County, it will help protect critical wildlife areas, and extensive public research has already been conducted as part of the process from BLM Kremmling Field Office.

Entity: Grand Lake Trailgrooming, Inc.
Project Name: Equipment Repair for Trail Maintenance
Brief Description: Grand Lake Trailgrooming is requesting \$10,000 to fund the current repair costs and readiness requirements for the upcoming winter season. GLTG owns and operates 3 trail grooming machines in support of the Grand Lake Trail System, a multiuse trail that consists of over 80 miles of groomed trails. Without properly maintaining the grooming equipment, the trail system would fail to draw winter visitors thus having a negative impact on the winter economy in Grand County.
Recommended Funding: With an average score of 80.4 OLRTAC recommends \$10,000 to be allocated to this project.
OLRTAC Reasoning: With 6 months of winter in Grand County it is important to maintain Grand County's winter trails for hiking, snowshoeing, Nordic skiing, and fat tire biking. This is a strong project due to the many partnerships and GLTG, Inc. leveraging other funds.

Entity: Grand Lake Metropolitan Recreation District
Project Name: Hiking and Mountain Biking Trail System
Brief Description: The GLMRD is requesting \$18,514 to (a) perform maintenance and revegetation on the natural area trails after recent lodgepole pine wildfire mitigation; (b) install 2 small shelters or picnic areas, and; (c) develop and install educational signage that emphasize water-resource conservation and wildlife. Over the past 2 summers, over 100 acres have been logged, requiring extensive trail maintenance. A specific goal is to make trails cleared and available in the spring and summer to trail users. About 1 mile of the Colorado River lies within their trail system.
Recommended Funding: With an average score of 76.1 OLRTAC recommends \$12,614 to be allocated to this project with the requirements that a revegetation and noxious weed management program be in place and that funding cannot be used for (b) installing 2 small shelters or picnic areas.
OLRTAC Reasoning: After asking GLMRD to clarify their budget OLRTAC recommends approving funding for (a) and (c) as those are projects that involve maintenance of existing hiking and biking trails in the Grand Lake-area.

Entity: Headwaters Trails Alliance
Project Name: General Operating Support
Brief Description: Headwaters Trails Alliance is requesting \$75,000 for general operating expenses for 2018 full-time, year-round staff, which includes the Executive Director and the Field Project Manager. HTA is a non-profit organization whose mission is to identify, maintain, and expand an accessible, interconnected trail system in Grand County for appropriate multi-user groups.
Recommended Funding: With an average score of 52 OLRTAC recommends \$0 to be allocated to this project.
OLRTAC Reasoning: OLRTAC understands how important this funding is to HTA but cannot recommend that the BOCC fund this grant because general operating support, as presented in the grant application is not allowed per the resolution and OLRT Bylaws. OLRTAC supports funding administrative costs tied to specific hiking and biking trail maintenance projects.

Commissioner Cimino stated that the Grand County Board of Commissioners has discussed using tax dollars of general fund to support trails and maintenance and using County employees.

Commissioner Cimino would like to spend \$75,000 of general fund money to fund Headwaters Trail Alliance. Commissioner Linke believes that the request for \$75,000 is a conversation for another day.

Roger Hedlund, Board member of HTA, stated that there was an IGA from 1996 to help fund HTA. Because of the economy, there was very little funding.

Mr. Hedlund stated that HTA is project oriented. There is no funding for staff.

The Board will entertain a request from HTA at the Board meeting in two weeks.

Entity: Grand County
Project Name: Windy Gap Reservoir Modification and Connectivity Channel Project
Brief Description: Grand County is requesting a total of \$3,000,000, with \$1.8M requested in 2020 and \$1.2M in 2021 to improve the overall health of the Colorado River downstream from Windy Gap Reservoir. The south dam of the Reservoir will be moved north to accommodate a 1-mile stream connectivity channel that will reconnect the Colorado River above and below the reservoir. A new diversion structure will be located at the beginning of the channel to regulate flow between the Channel and the Reservoir. The project also includes 2 fish passage improvements at the gaging station weir immediately upstream of the Reservoir and the Town of Granby water intake diversion. Additionally, a perpetual agreement or easement for public fishing access is proposed. All water not needed to satisfy the Windy Gap right and downstream property owners will be routed through the Connectivity Channel, with a current goal to maintain a minimum of 80 cfs.
Recommended Funding: With an average score of 89.7 OLRTAC recommends \$1,000,000 to be allocated to this project.

OLRTAC Reasoning: This project is allowed per the resolution because it (a) includes a perpetual agreement or easement for public fishing access, which is proposed on 1 mile of the river and Channel (VII.D.3.a), and; (b) implements the purposes of the Open Lands Program, including keeping water in the Colorado River and other Rivers, conserving agricultural lands, natural areas, wildlife habitat, wetlands, and river access (VII.D.3.h). This is one of the most important projects due to the improvement to the Colorado River as well as the perpetual agreement/easement for public fishing access. OLRTAC understands that this project has many partners and is hopeful that those partners can use the \$1M as local seed money to secure additional funding.

Entity: Colorado Headwaters Land Trust
Project Name: Roy N. Enter
Brief Description: Colorado Headwaters Land Trust request \$57,200 to cover landowner expenses to complete a donated conservation easement to be held in perpetuity encumbering 82.28 acres located east of the Gore Range off County Road 14M, approximately 7 miles west of Kremmling. The property provides connection between Routt National Forest to the west and large undeveloped parcels to the east. The property is forested with lodgepole pine and pockets of spruce/fir. There will be one 5-acre building envelope reserved on the western edge of the parcel. The property provides habitat for many wildlife species including elk, deer, moose, black bear, and numerous song-bird species. It is also identified as potential lynx habitat by CPW.
Recommended Funding: With an average score of 73.4 OLRTAC recommends \$57,200 to be allocated to this project with the requirement that funding is contingent on the conservation easement being completed and recorded. If the landowner or land trust decides not to proceed with the conservation easement the money must be refunded to the OLRT Fund at a 50% rate.

OLRTAC Reasoning: We would like for CHLT to recognize that matching funds are an important part of grant applications and we encourage them to provide matching funds in future grant applications. The project is to fully fund a donated conservation easement in western Grand County and conservation of open lands and wildlife habitat is an important use of the Open Lands, Rivers, and Trails Fund. To encourage this conservation easement to be completed OLRTAC recommends funding this project in full, but with the above requirements.

The money for this will not go to the landowner. The money is used to process the application.

Cindy Southway stated that the Land Trust is on the hook for the expenditure even if the deal does not close.

Entity: Town of Granby
Project Name: Granby Water Diversion Upgrades on Fraser River in Kaibab Park
Brief Description: The Town of Granby is requesting \$70,000 to replace a dangerous, high- maintenance boulder weir on the Fraser River. The exiting 4-foot high structure would be replaced with a series of low-profile, recreation-friendly boulder cross vanes extending in series down the river through Kaibab Park. The project will improve water-diversion efficiency, restore and enhance aquatic and riparian habitats in the Fraser River, and provide safe river access points as well and floating opportunities.
Recommended Funding: With an average score of 72.4 OLRTAC recommends \$6,250 to be allocated to this project with the requirements that the Town of Granby use the money for initial design and public outreach to formulate a stronger work plan, that the Town of Granby consult with CPW regarding adequate fish passage with the rock structure, and that the Town of Granby work with the Windy Gap Connectivity project partners before they submit another application. OLRTAC Reasoning: The Town of Granby needs assistance in understanding what they need to complete the diversion upgrade and how it ties into the Windy Gap Connectivity project.
OLRTAC does not have any interest in contributing money that would duplicate efforts of Grand

County's Windy Gap Connectivity project. Protecting the water resource for the Town of Granby protects wet water in Grand County and "keeps water in the Colorado River and other rivers for agriculture, ranching and outdoor recreation" and is therefore an appropriate use of the Open Lands, Rivers, and Trails Fund.

With these recommendations on funding, there is \$121,298 available in the Open Lands, Rivers, and Trails Fund as of January 31, 2018, with \$371 left in the Trail Maintenance Fund, \$67,250 in the Open Lands and Rivers Fund, and \$53,677 in the Administrative fund.

\$1,383,912	Fund balance on 1/31/18
-199,164	Recommended trail maintenance funding
-1,063,450	Recommended open lands and rivers funding
121,298	Balance after funding recommendations

Commissioner Cimino moved to approve without change, the recommendations of the 1A Open Lands Rivers & Trails Advisory Committee. These are the recommendations with regard to the disbursement of monies from the Open Lands Funds Spring 2018 Grant Cycle.

Discussion: Commissioner Linke thanked the Committee for the format of the presentation and the hard work they have done.

The motion passed unanimously.

Open Lands Rivers & Trails Advisory Committee Administrator Anna Drexler-Dries stated that she has drafted three documents:

1. Letter – Acceptance Letter to the entities for the grants being award
2. Letter – Rejection Letter for the grants that will not be awarded
3. Grant Report for entities who have received grants.

Ms. Drexler-Dries will send out letters after the decisions are made. She will then contact the entities to discuss the funding schedule. Ms. Drexler-Dries will send an invoice to the County every month. The County will send the payment to the entities.

Ms. Drexler-Dries asked if the Board wants to review the report and the acceptance letters.

The Board of Commissioners would like to see the letters and the grant reports but do not need to approve them.

Byers Peak Ranch Filing 1 Sketch Plan

APPLICANT: Cornerstone Holdings, Clark Lipscomb; represented by Terracina Design
REQUEST: 88 lot Subdivision
LEGAL DESCRIPTION: A parcel of land, being Government Lot 3, Government Lot 4 EXECPT the Westerly 440 feet thereof, and a portion of the south ½ of Section 19, and the N1/2NE1/4 of Section 30, all in Township 1 South, Range 75 West of the 6th P.M., County of Grand, Colorado. [Complete legal description attached.]
LOCATION: Adjacent to the Town of Fraser, south of and bordering Mill Avenue (GCR 73), west of Hwy 40 and Union Pacific Rail ROW.
ZONE DISTRICT: R-Residential
AREA: Approximately 10 acres
STAFF CONTACT: Thomas Leatherwood, tleatherwood@co.grand.co.us, 970-725-3128
EXHIBITS: 1) Application (6 pgs)
2) Letter of Request & Project Summary (3 pgs)
3) Legal Description (2 pgs)
4) Vicinity Map (prepared by Grand County)
5) Sketch Plan (4 pgs)
- Existing Conditions/Vicinity Map
- Existing Zoning
- Sketch Plan
- Proposed Homes: Character Images
6) Signs Posted at Property (2 pgs)
7) MEMORANDUM – Notice of Public Hearing (1 pg)
- Location Map (1 pg)
- Mailing List (5 pgs)

Background & History

Cornerstone Winter Park Holdings is proposing an 88-unit subdivision of single-family detached homes on approximately 10 acres with the larger property called Byers Peak Ranch. Access to the new homes will be from Mill Avenue (GCR 73) and from Norgren Street, a proposed new access street off Mill Avenue that will serve the development (See Sketch Plan map).

The property is within the R - Residential Zone. Some portions of the larger 295-acre Byers Peak property is zoned F - Forestry & Open. See Sketch Plan: Existing Zoning.

The larger property has been used historically for grazing and agriculture, and irrigation ditches to support those uses have altered the landscape and drainage. The land is relatively flat, sloping at about 2% grade toward the NE corner near the proposed development. While awaiting development, Byers Peak Ranch remains a working ranch.

Byers Peak Ranch is located within an eco-region identified as the Southern Rocky Mountain Steppe –Open Woodland – Coniferous Forest – Alpine Meadow Province. There are no large stands of trees or native vegetation; virtually all of the trees that were present on the site have been logged to reduce the risk of beetle infestation.

San Luis Creek bisects the northwest corner of the larger 295 acre site and Elk Creek bisects the southeast corner. Otherwise no natural stream course or pond exists on the site. Surface water drains on the east side of the property through a 30' wide CMP (located under the railroad underpass) to a roadside ditch along the west side of GCR 72 that connects to Elk Creek. Surface water on the west side collects into a roadside ditch and eventually reaches St. Louis Creek.

The Soil Conservation Service has identified two soils type on the larger parcel: Cumulic Cryaquolls at SE portion of the site, and on the NW adjacent to St. Louis Creek. Fine gravely sandy loam is found throughout the central portion. The Applicant will provide more detailed soils analysis of the proposed site for the new homes at Preliminary Plat.

A series of studies and reports were commissioned by the owner for previous development proposals for the larger 295 acre parcel that includes this proposed development of 10 acres. [Section 4.1(1) (b)] Those studies – completed for other proposed development on the site - including a previously proposed annexation to the Town of Fraser - include:

- Habitat Assessment for Byers Peak Ranch (10/26/2007), prepared by Wildlife Specialties, L.L.C. – no sensitive species, unique habitats of other important ecological components were found.
- Wetlands Assessment (12/4/2007), prepared by Western Bionomics LLC – identified wetlands areas, mostly not naturally occurring but caused or influenced instead by irrigation and disturbance of the area.
- Traffic Impact Analysis (February 2011) prepared by Felsburg, Holt, and Ullevig – a Short-Term Future (Year 2018) and Long-Term Future (Year 2030), based on proposed development at that time.
- Phase I Environmental Assessment Report (2/8/2012,) prepared by Corn & Associates– finding of No Risk in all categories of investigation.
- Phase I Drainage Study, (9/13/2013) Prepared by TopKnot Engineering LLC – master plan drainage concepts for the construction of storm drainage facilities.

Complete versions of these studies are provided as attachments.

Staff recommends that the Applicant provide updated studies as appropriate, with studies specific to the Filing 1 site, site for the proposed initial development, at the time of Preliminary Plat. However, staff believes that most information relevant to this proposed development has already been provided in extensive studies referenced above. The most important update will be a traffic analysis for traffic generated from development which will begin at the north end of the site off Mill Avenue.

Development has occurred to date at the south end of the larger 295 acre parcel at “Tubing Hill” and is in support of activities at that site, and includes an access road aptly named Tubing Hill Road. This proposed project is the first residential development at Byers Peak Ranch, with other phases anticipated in the near future.

The Applicant proposes to secure water and sewer service and connections from the Town of Fraser.

The Applicant has previous “will serve” letters also from Xcel Energy, Qwest Communications (now Century Link) and Mountain Parks Electric Inc. from a previous development proposal, which shall be made current for this proposed first phase of residential development.

Project Description

Cornerstone Winter Park Holdings proposes – with this Byers Peak Ranch Filing 1 - to construct 88 homes on approximately 10 acres toward the NE corner of the 295 acre Byers Peak Ranch and immediately adjacent to the town of Fraser. The developer believes that there is a strong market demand for smaller homes that are described as “micro cottage” homes, and proposes homes ranging in size from 800 ft² – 1200 ft². Examples of this type of home are provided in the Sketch Plan: Character Images. These micro cottage homes would be located within a community of such homes “utilizing site sensitive planning and design principles...” the intent is to create what would be Grand County’s first “micro cottage” mountain community.

The developer is relying on the high popularity of smaller homes throughout the country, and a growing trend – especially with younger generations who no longer aspire to live in expensive larger homes, but instead prefer smaller and less expensive living spaces.

The Applicant believes the proposed micro cottage community would “help bridge the housing gap.” This approach is also seen as an important way to provide attainable, affordable and workforce housing within a county where the price of homes is increasingly beyond the reach of the majority of residents, and younger households in particular.

The different types and sizes of homes and the siting of the homes on the individual lots is discussed in some detail in the submittal letter. The Sketch Plan shows typical lot layouts, setbacks, siting of homes on the lots, parking, and surrounding open space. The applicant has provided a link to two companies that offer the type of housing proposed:

<http://www.designerserietyhomes.com/about/> and
<http://sprouttynhomes.com/salida-community/>

The developer has not yet made a decision regarding the best company for this project.

Planning Commission Review

The Planning Commission recommended approval of the Byers Peak Ranch Sketch Plan subject to the recommendations below.

Residents of the area who commented at the public meeting focused on several key issues: (1) drainage; (2) traffic impacts on the immediate neighborhood to the north and adjacent areas to the north; and (3) traffic impacts during construction not only of this initial phase but all subsequent phases of the development. Several residents recommended that the development – beginning with this initial phase - include a through road to the south (Norgren) connecting with US 40.

Recommendations

Staff recommends approval of the Sketch Plan for Byers Peak Ranch Filing 1, with the following conditions to be addressed with the submittal of the preliminary plan:

1. Two points of ingress and egress pursuant to Section 2.2 (14), Streets, Alleys and Easements.
2. Update of all relevant studies summarized above under Background and History, in particular both a Phase I drainage study and traffic impact analysis specific to this phase of development. This requirement includes determination regarding construction of Norgren Street to connect with Fraser Valley Parkway and then to US40 as a possible condition for this phase of development.
3. Determination of any issues with regard to the building code for the proposed “micro cottage” homes.
4. Determination of how to proceed regarding smaller lots and building setbacks that are proposed that may not conform to the zoning code, and will require variances from the Board of Adjustments. Applicant shall make formal application in a timely manner for proposed variances to the Board of Adjustment, preferably before hearing of the Preliminary Plat by the Planning Commission.
5. Determination of the feasibility of greater orientation of proposed homes for passive solar design.
6. Radon mitigation shall be required at the time of construction as addressed in the Staff Report and made a requirement of the design standards being developed for this application.
7. The Applicant shall consult with all utility providers and shall provide updated “will serve” letters as appropriate, provide a “will serve” letter from the Town of Fraser for water and sanitary sewer, and consult with East Grand Fire Protection District prior to submitting the preliminary plan.
8. All preliminary plan requirements as contained in the Subdivision Process, Road and Bridge Standards, Storm Drainage Standards and Erosion Control Manual are provided when the preliminary plan is submitted.

Layla Rosales of Terracina Design presented representing the applicant.

Ms. Rosales provided the sketch plan that was approved in 2013 by Grand County. The entire 290 acres was approved. This request is a 10-acre parcel. The 10-acre parcel in the approved sketch plan shows 224 units on a multi-family three story stacked flat.

This new sketch plan is an 87-unit as opposed to the 224 units. When they laid this out they were looking at an organic site plan. These will be micro-cottages. The plan has quite a bit of open space. Most lots back onto private open space.

The units will likely be two story and will be a hybrid. There will be a one-car garage with each and will be stick built on a foundation. There will be modules on each side to create the hybrid unit.

The homes will be 750 to 1,100 square feet. The units will be two to three bedrooms. There will be two different floor plans with six different elevations. This will provide for architectural diversity. There will be a drainage plan provided by the applicant.

Ms. Rosales stated that the Fraser Valley Parkway allows access to the property for the south.

The plan is to share driveways so that it will limit the number by half the number of driveways along Mill Avenue. The homes on Mill Avenue will be angled.

Commissioner Cimino express concern over the absorption of water going toward the railroad tracks.

There may be a need to request a variance for driveways on Mill Avenue.

Mr. Leatherwood stated that the County's Master Plan pushes development toward the towns, yet the County regulations make that difficult.

Mr. Leatherwood stated that tiny homes come up against the County Code regarding ladder versus stairs.

Commissioner Cimino stated that he is in favor of the variances but is disappointed that the unit count went down.

Concerned Citizen Katie Soles of 187 Byers Avenue, Fraser, CO, stated that the area needs something like this. She noted that she has a number of concerns. One is annual flooding from seasonal flows in the ditch and meadow south of Mill Avenue.

The drainage plan addresses what comes through the meadow but not from the ditch that parallels County Road 72 and Mill Avenue.

Surface water on the west side collects in a roadside ditch and eventually reaches St. Louis Creek. Along the ditch, there was a breach in 2011 when St. Louis Creek reached its banks.

The proposed homes and driveways are in an area where there is annual flooding.

Ms. Soles is concerned over construction access through the Town of Fraser. Construction traffic will jeopardize public safety. Mill and Leonard are substandard roads. Ms. Rosales stated that the developer agreed to take the construction traffic through the development.

Ms. Soles stated that with regard to annual flooding there should be a consideration to enhancing the ditch and to move the access for the homes inside Byers Peak Ranch.

Ms. Soles stated Mill Avenue is 21 feet wide. There is no parking on Mill Avenue.

Ms. Sole would like to see the affordable housing remain affordable. She would like the County to consider deed restrictions on some of the units.

Henry Rollert of 99 Doc Susie in Fraser expressed concern over the drainage in the area of his home. There is a stream that runs between the units. There is a culver that runs under the railroad tracks.

There are three pipes that go under the parking lot of the condo unit. It is a stream area that is three feet deep and four feet wide. It has been adequate until now. The town of Fraser spends a lot of time to make sure that the area stays clear from debris. There is a lot of grass that gets stuck in the pipes.

There is a need for something that will meter the flow going under the railroad tracks.

Mr. Rollert stated that he wants to make sure that the units are actually affordable.

Patty Sue Colson lives at 195 Mill Avenue. Ms. Colson is concerned over the units that will be accessing Mill Avenue by driveways. Ms. Colson is concerned over snow storage and how that will be handled.

Commissioner Manguso stated that is ok with a few variances but does not want to see a lot of them. The units are less than 16 feet wide. The parking goes into the access and utility easement. Commissioner Manguso stated that if she were in the town of Fraser, she would not be ok with that.

Commissioner Manguso stated that the lots are little and is not sure that is what the county wants.

Commissioner Manguso stated that she does not see adequate parking spaces. Commissioner Manguso stated that she cannot vote for this the way it was presented.

Commissioner Cimino stated that with the previous plan, the parking would have been markedly worse. Commissioner Cimino believes that the developer is going in the right direction.

Commissioner Cimino stated that should the developer want to have some of the properties deed restricted, he wondered what the Board feels about the County managing the property. Sheena Darland stated that the Housing Authority manages deed restricted properties.

Ms. Rosales stated that there is a garage and there is an intent for two cars in the driveway.

Ms. Rosales stated that there is not a desire to get a variance for parking. The intent is to meet code.

Commissioner Manguso would like to see the access through the development.

Commissioner Cimino moved to accept the sketch plan with all the conditions provided by Community Development and one additional condition that the Town of Fraser approve the parts of the plan that involve connecting to its street (Mill Avenue).

Discussion: Commissioner Cimino suggested that the developer consider deed restricted housing.

The motion passed unanimously.

CTSI Insurance Pool Update & Loss Trending Analysis with Jon Wagner

Mr. Wagner provided the Board with a CTSI Pool update and CTSI's Worker's Compensation Insurance.

Mr. Wagner asked the Board to review its fleet safety program.

Mr. Wagner stated that County employees should provide verification of his/her driver license at time of hire and every year after that. In addition, every county employee should have his/her MVR checked every year.

Mr. Wagner suggested that whenever there is a county vehicle accident, there should be a test of any drug and alcohol use.

Every three to five years, county employees who drive county vehicles should attend a defensive driving class.

The CTSI poll had around \$17 million of equity as of January 1, 2018. Of the \$17 million another \$1.5 million was distributed by the Board members. Grand County's share was nearly \$40,000. This is factored against the County's base contribution.

The loss factor considered by CTSI is the oldest three years of the five years.

There being no further business to come before the Board, the meeting was adjourned at 4:36 p.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this _____ day of May 2018.

Merrit Linke, Chair

Attest:

Sara L. Rosene, Clerk and Recorder