



TOWN OF PAONIA
214 GRAND AVENUE
REGULAR TOWN BOARD MEETING AGENDA
TUESDAY, AUGUST 27, 2024 6:30 PM
[HTTPS://US02WEB.ZOOM.US/J/88622396798](https://us02web.zoom.us/j/88622396798)
MEETING ID: 886 2239 6798

Public Participation: Must raise hand and be recognized by the Mayor, come to the podium and state your name and the street on which you live. Time limit is 3 minutes, one time per item. Direct all comments to the Mayor. No responses will be made by staff or Board during the meeting. No derogatory or demeaning statements or public displays. Please be respectful.

Roll Call

Approval of Agenda

Announcements

Appreciations - Trustee Swartz

Public Comment

Any topic not included under Actions & Presentations; 3-minute time limit.

Consent Agenda

[July 21, 2024 Regular Meeting Minutes](#)

August 1, 2024 Special Meeting Minutes

August 13, 2024 Regular Meeting Minutes

August 15, 2024 Special Meeting Minutes

[Disbursements](#)

Staff Reports

[Departmental](#) Scorecard

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

[Agenda](#) Item #1 Services Update Presentation - Jenni Neil, Manager of HopeWest for Delta County

[Agenda](#) Item #2 Consideration of Western Slope Conservation Center's Letter of Support for the Gunnison Outdoor Resources Protection Act

[Agenda Item #3 Consideration](#) of Letter of Support and Partial Funding for the Western Slope Conservation Center for the Wildfire Ready Watersheds

[Agenda](#) Item #4 Consideration of the Town Administrator's Resignation Letter

[Agenda](#) Item #5 Resolution 2024-12 Declaring a Vacancy on the Board of Trustees

Agenda Item #6 Mayoral Appointment of a Trustee to the Planning Commission

[Agenda](#) Item #7 Public Hearing on Special Use Review for The Learning Council's 'The Hearth' to be used as Commercial Recreational Space.

[Agenda](#) Item #8 PH- Special Use Review for the Property Located at 325 Grand Avenue, Operated by Lori Hunter, to Allow Dwelling Units as Part of a Business Use.

Agenda Item #9 SEP 2024-13- The Learning Council- 2nd Annual Picklefest at Apple Valley Park

[Agenda](#) Item #10 SEP 2024-12- Colorado Grand Lunch Stop

[Agenda](#) Item #11 Consideration of Approval of CIP Phase I - Waterline Design Amendment

[Agenda](#) Item #12 Consideration of Change Order #3 for the 5th & Grand Realignment (Safe Pathways for Paonia) Project

[Agenda](#) Item #13 Consideration of Geotechnical Engineering for NFVA

[Agenda](#) Item #14 Discuss a Grants Administrator Position

[Agenda](#) Item #15 Consideration of Approval of the Intergovernmental Agreement with Delta County for the November Election

[Agenda](#) Item #16 Consideration of Task Order for Wastewater (Sewer) Collections System Project Needs Assessment with RESPEC

[Agenda](#) Item #17 Consideration of Purchasing a Graco LineLazer V3900 HP Paint Striper

[Agenda](#) Item #18 Consideration of Purchasing a UTV/Side by Side

Agenda Item #19 Consideration of Requesting an Extension from DOLA for EIAF A0232 Grant for Comprehensive (Master) Plan Update.

Mayor & Trustee Reports

Adjournment

AS ADOPTED BY:
TOWN OF PAONIA, COLORADO
RESOLUTION NO. 2017-10 – Amended May 22, 2018

I. RULES OF PROCEDURE

Section 1. Schedule of Meetings. Regular Board of Trustees meetings shall be held on the second and fourth Tuesdays of each month, except on legal holidays, or as re-scheduled or amended and posted on the agenda prior to the scheduled meeting.

Section 2. Officiating Officer. The meetings of the Board of Trustees shall be conducted by the Mayor or, in the Mayor's absence, the Mayor Pro-Tem. The Town Clerk or a designee of the Board shall record the minutes of the meetings.

Section 3. Time of Meetings. Regular meetings of the Board of Trustees shall begin at 6:30 p.m. or as scheduled and posted on the agenda. Board Members shall be called to order by the Mayor. The meetings shall open with the presiding officer leading the Board in the Pledge of Allegiance. The Town Clerk shall then proceed to call the roll, note the absences and announce whether a quorum is present. Regular Meetings are scheduled for three hours, and shall be adjourned at 9:30 p.m., unless a majority of the Board votes in the affirmative to extend the meeting, by a specific amount of time.

Section 4. Schedule of Business. If a quorum is present, the Board of Trustees shall proceed with the business before it, which shall be conducted in the following manner. Note that all provided times are estimated:

- (a) Roll Call - (5 minutes)
- (b) Approval of Agenda - (5 minutes)
- (c) Announcements (5 minutes)
- (d) Recognition of Visitors and Guests (10 minutes)
- (e) Consent Agenda including Approval of Prior Meeting Minutes (10 minutes)
- (f) Mayor's Report (10 minutes)
- (g) Staff Reports: (15 minutes)
 - (1) Town Administrator's Report
 - (2) Public Works Reports
 - (3) Police Report
 - (4) Treasurer Report
- (h) Unfinished Business (45 minutes)
- (i) New Business (45 minutes)
- (j) Disbursements (15 minutes)
- (k) Committee Reports (15 minutes)
- (l) Adjournment

* This schedule of business is subject to change and amendment.

Section 5. Priority and Order of Business. Questions relative to the priority of business and order shall be decided by the Mayor without debate, subject in all cases to an appeal to the Board of Trustees.

Section 6. Conduct of Board Members. Town Board Members shall treat other Board Members and the public in a civil and polite manner and shall comply with the Standards of Conduct for Elected Officials of the Town. Board Members shall address Town Staff and the Mayor by his/her title, other Board Members by the title of Trustee or the appropriate honorific (i.e.: Mr., Mrs. or Ms.), and members of the public by the appropriate honorific. Subject to the Mayor's discretion, Board Members shall be limited to speaking two times when debating an item on the agenda. Making a motion, asking a question or making a suggestion are not counted as speaking in a debate.

Section 7. Presentations to the Board. Items on the agenda presented by individuals, businesses or other organizations shall be given up to 5 minutes to make a presentation. On certain issues, presenters may be given more time, as determined by the Mayor and Town Staff. After the presentation, Trustees shall be given the opportunity to ask questions.

Section 8. Public Comment. After discussion of an agenda item by the Board of Trustees has concluded, the Mayor shall open the floor for comment from members of the public, who shall be allowed the opportunity to comment or ask questions on the agenda item. Each member of the public wishing to address the Town Board shall be recognized by the presiding officer before speaking. Members of the public shall speak from the podium, stating their name, the address of their residence and any group they are representing prior to making comment or asking a question. Comments shall be directed to the Mayor or presiding officer, not to an individual Trustee or Town employee. Comments or questions should be confined to the agenda item or issue(s) under discussion. The speaker should offer factual information and refrain from obscene language and personal attacks.

Section 9. Unacceptable Behavior. Disruptive behavior shall result in expulsion from the meeting.

Section 10. Posting of Rules of Procedure for Paonia Board of Trustees Meetings. These rules of procedure shall be provided in the Town Hall meeting room for each Board of Trustees meeting so that all attendees know how the meeting will be conducted.

II. CONSENT AGENDA

Section 1. Use of Consent Agenda. The Mayor, working with Town Staff, shall place items on the Consent Agenda. By using a Consent Agenda, the Board has consented to the consideration of certain items as a group under one motion. Should a Consent Agenda be used at a meeting, an appropriate amount of discussion time will be allowed to review any item upon request.

Section 2. General Guidelines. Items for consent are those which usually do not require discussion or explanation prior to action by the Board, are non-controversial and/or similar in content, or are those items which have already been discussed or explained and do not require further discussion or explanation. Such agenda items may include ministerial tasks such as, but not limited to, approval of previous meeting minutes, approval of staff reports, addressing routine correspondence, approval of liquor licenses renewals and approval or extension of other Town licenses. Minor changes in the minutes such as non-material Scribner errors may be made without removing the minutes from the Consent Agenda. Should any Trustee feel there is a material error in the minutes, they should request the minutes be removed from the Consent Agenda for Board discussion.

Section 3. Removal of Item from Consent Agenda. One or more items may be removed from the Consent Agenda by a timely request of any Trustee. A request is timely if made prior to the vote on the Consent Agenda. The request does not require a second or a vote by the Board. An item removed from the Consent Agenda will then be discussed and acted on separately either immediately following the consideration of the Consent Agenda or placed later on the agenda, at the discretion of the Board.

III. EXECUTIVE SESSION

Section 1. An executive session may only be called at a regular or special Board meeting where official action may be taken by the Board, not at a work session of the Board. To convene an executive session, the Board shall announce to the public in the open meeting the topic to be discussed in the executive session, including specific citation to the statute authorizing the Board to meet in an executive session and identifying the particular matter to be discussed "in as much detail as possible without compromising the purpose for which the executive session is authorized." In the event the Board plans to discuss more than one of the authorized topics in the executive session, each should be announced, cited and described. Following the announcement of the intent to convene an executive session, a motion must then be made and seconded. In order to go into executive session, there must be the affirmative vote of two thirds (2/3) of Members of the Board.

Section 2. During executive session, minutes or notes of the deliberations should not be taken. Since meeting minutes are subject to inspection under the Colorado Open Records Act, the keeping of minutes would defeat the private nature of executive session. In addition, the deliberations carried out during executive session should not be discussed outside of that session or with individuals not participating in the session. The contents of an executive session are to remain confidential unless a majority of the Trustees vote to disclose the contents of the executive session.

Section 3. Once the deliberations have taken place in executive session, the Board should reconvene in regular session to take any formal action decided upon during the executive session. If you have questions regarding the wording of the motion or whether any other information should be disclosed on the record, it is essential for you to consult with the Town Attorney on these matters.

IV. SUBJECT TO AMENDMENT

Section 1. Deviations. The Board may deviate from the procedures set forth in this Resolution, if, in its sole discretion, such deviation is necessary under the circumstances.

Section 2. Amendment. The Board may amend these Rules of Procedures Policy from time to time.

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
July 23, 2024

RECORD OF PROCEEDINGS

Public Participation: Must raise hand and be recognized by the Mayor, come to the podium and state your name and the street on which you live. Time limit is 3 minutes, one time per item. Direct all comments to the Mayor. No responses will be made by staff or Board during the meeting. No derogatory or demeaning statements or public displays. Please be respectful.

Mayor Smith calls the meeting to order at 6:30PM

Roll Call

- PRESENT
- Mayor Paige Smith
- Mayor Pro-Tem John Valentine
- Trustee Rick Stelter (arrived late)
- Trustee Kathy Swartz
- Trustee Bill Brunner
- Trustee Walter Czech
- Trustee Lucy Hunter

Approval of Agenda

Trustee Hunter makes a motion, seconded by Trustee Czech to approve the agenda.

The motion carries unanimously.

Announcements

Mayor Smith marks Town Administrator Stefen Wynn's one year anniversary with the Town of Paonia and goes over the Strategic Planning list of March 2023.

Trustee Swartz reads 'Appreciations'

Public Comment

Any topic not included under Actions & Presentations; 3-minute time limit.

No public comment is made.

Consent Agenda

Trustee Swartz makes a motion, seconded by Trustee Brunner to approve the consent agenda with the disbursements removed.

The motion carries unanimously.

Trustee Stelter arrives at 6:39PM.

Disbursements

Discussion includes: Treasurer and finance committee process.

Trustee Hunter makes a motion, seconded by Trustee Czech to approve the disbursements.

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz, Trustee Hunter

Voting Nay: Trustee Brunner

Staff Reports

July 2024 Departmental Scorecard

Town Administrator Wynn goes over the highlights of the Departmental Scorecard.

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

Agenda Item #1: Fence at 209 Main Avenue and Public Parking Lot

Staff provides an update on the request and Board direction.

Agenda Item #2: Appreciations Re-evaluation & Proposals - Decision on whether or not to continue the Appreciations portion of Announcements.

Trustee Swartz gives background of the 'Appreciations' and her impressions of the trial run.

Public Comment:

M. Talbot: comments in favor

A. Thliveris: comments in favor

Trustee Hunter makes a motion, seconded by Mayor Pro-Tem Valentine, to approve the continuation of 'Appreciations' in the announcements at regular meetings.

The motion carries unanimously.

Agenda Item #3: Resolution 2024-11 9.0 Credit Card/Purchasing Card Policy

Town Administrator Wynn provides background on the policy and goes through it with the Board of Trustees.

Public Comment:

A. Thliveris: comments on policy

Discussion: employee gift amounts, emergency contingency plan, receipts and food purchases.

Trustee Stelter makes a motion, seconded by Trustee Hunter, to approve Resolution 2024-11 9.0 Credit Card/ Purchasing Card policy.

The motion carries unanimously.

Agenda Item #4: Consideration of Directing the Planning Commission to Evaluate Existing Parking Requirements in Chapter 16 of the Paonia Municipal Code, and To Make Recommendations for Editing the Code.

Trustee Swartz and Planning Commission Vice-Chair Lyn Howe give background on the issue and why it was brought forward to the Board of Trustee.

Public Comment:

S. Patterson: comments on potential parking places

Trustee Swartz makes a motion, seconded by Trustee Hunter, to direct the Planning Commission in October to help streamline parking requirements for businesses and to outline the information that is needed and a proposed process to look at other parking options by the end of November.

The motion carries unanimously.

Agenda Item #5: Consideration of Approval to Purchase Four (4) Fully-Outfitted Patrol Vehicles from the Olathe Police Department

Police Chief Laiminger gives a background on the offer and state of the current police fleet.

Discussion: negotiating, additional cost to make operational, what is sacrificed, where does the difference come from in his budget.

Trustee Stelter makes a motion, seconded by Trustee Hunter to approve the purchase of four (4) fully-outfitted patrol vehicles from the Olathe Police Department.

The motion carries unanimously.

Agenda Item #6 Consideration of Leasing Town Property (Twin Lakes) to Delicious Orchards - Big B's

Town Administrator Wynn gives background on the agenda item, Jeff Swartz from Delicious Orchards is in attendance to answer questions.

Public Comment:
None

Discussion: weather, grass length, no town expense, trial run, term dates and times, parking begin and end, prep work for the lot, compensation, overtime for the uniformed police office.

Trustee Brunner makes a motion, seconded by Trustee Stelter to approve standard Special Event Park fees and Police officer compensation.

Trustee Hunter makes a motion, seconded by Trustee Stelter, to amend the main motion to add..." and have staff and the Town Attorney negotiate and approve the lease agreement.

The motion carries unanimously.

Main motion: To approve standard Special Event park fees as well as police officer compensation and have Staff and the Town Attorney negotiate and approve the lease agreement.

The motion carries unanimously.

Mayor & Trustee Reports

Mayor's Report

Adjournment

The meeting adjourns at 8:17PM

Samira M Vetter, Town Clerk

Paige Smith, Mayor

Minutes
Special Town Board Meeting
Town of Paonia, Colorado
August 01, 2024

RECORD OF PROCEEDINGS

Mayor Smith calls the meeting to order at 6:00PM

Roll Call

PRESENT

- Mayor Paige Smith
- Mayor Pro-Tem John Valentine
- Trustee Rick Stelter
- Trustee Kathy Swartz
- Trustee Bill Brunner
- Trustee Walter Czech
- Trustee Lucy Hunter

Approval of Agenda

Trustee Czech makes a motion, seconded by Trustee Valentine, to approve the agenda.

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Swartz, Trustee Czech, Trustee Hunter

Voting Nay: Trustee Brunner

Actions & Presentations

Consideration of Notice for Removal of Trustee William Brunner from the Board of Trustees pursuant to C.R.S. § 31-4-307

Mayor Smith reads an opening statement, explains the process and reads the written charges into the record.

Trustee Brunner summarizes a handout he provided to the Board, Staff and the Public at the meeting.

Multiple Points of Order from Trustees are ruled on by the Mayor and Trustee Brunner yields the floor.

Public Comment

John Nietzsche, outside of town: Comments on Elections and the People's choice

Dave Knutson in-town: Comments on public meetings

Shirin Patterson in town: Comments on elections, FCPA

Pete McCarthy, in town: Comments on Planning Commission

Thad, in town: Comments on Elections

Suzanne Watson: Comments on Planning Commission

Marlene Nierenberger, out of town: Comments on due process

Mary Bachran, in town: Comments on trustee conduct.

Jeanette Brunner: comments on Zoom

Brief break to fix owls

Charles Stewart, in town: comments on Town Administrators, conduct, and holding hearing.

Christina Patterson: comments on truth and personalities.

Amy Zibert, in town: comments on democracy

Diana Schevene, in town: comments on differences and communication.

Tina Walker, in town: comments on facts and Town Administrators,

Linda McCone, in town: comments on hiring processes, Board behavior.

Fredrick Zimmer in town: comments on hiring process

Board Discussion: importance of voting, staff, proper hearing

Trustee Hunter makes a motion, seconded by Trustee Stelter to take a five-minute recess.

Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz, Trustee Hunter

Meeting resumes at 6:55 pm

Discussion includes: judicial hearing, charges, fiscal responsibility, code of conduct, contentiousness in the Board, necessity of hearing.

Trustee Swartz makes a motion, seconded by Trustee Stelter to have public hearing on August 13, 2024 based on the written charges dated August 1, 2024.

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz, Trustee Hunter

Voting Nay: Trustee Brunner

Trustee Brunner exits the meeting at 7:03 pm.

Adjournment

The meeting is adjourned at 7:07 PM

Samira M Vetter, Town Clerk

Paige Smith, Mayor

DRAFT

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
August 13, 2024

RECORD OF PROCEEDINGS

Mayor Smith calls the meeting to order at 6:30 pm

Roll Call

PRESENT

- Mayor Paige Smith
- Mayor Pro-Tem John Valentine
- Trustee Rick Stelter
- Trustee Kathy Swartz
- Trustee Bill Brunner
- Trustee Walter Czech
- Trustee Lucy Hunter

Approval of Agenda

Trustee Brunner makes a motion, seconded by Trustee Swartz, to continue the hearing, in lieu of mediation.

Voting Yea: Trustee Swartz, Trustee Brunner

Voting Nay: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Hunter

The motion fails.

Trustee Hunter makes a motion, seconded by Trustee Swartz, to move all agenda items, except for the Consent Agenda, to a Special Meeting on Thursday August 15, 2024 at 6:30 PM.

The motion carries unanimously.

Consent Agenda

Trustee Stelter makes a motion, seconded by Trustee Hunter, to approve the Consent Agenda.

The motion carries unanimously

Staff Reports

Moved to Special Meeting on Thursday, August 15, 2024 at 6:30 pm.

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

Agenda Item #1: Board Appointment of a Hearing Officer

Trustee Hunter makes a motion, seconded by Mayor Pro-Tem Valentine, to appoint Trustee Stelter as the Hearing Officer.

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Swartz, Trustee Hunter

Voting Nay: Trustee Brunner

The motion carries.

Agenda Item #2: Hearing for the Removal of Trustee William Brunner

Hearing Officer, Trustee Rick Stelter, reads the hearing script into the record.

Charging Officer, Mayor Paige Smith, gives her opening statements.

Hearing Officer, Trustee Stelter, calls for order due to outbursts from the public.

Respondent, Trustee Brunner, gives his opening statements.

The Charging Officer, Mayor Smith, begins the presentation of evidence.

Trustee Czech makes a motion, seconded by Trustee Hunter, to take a five-minute recess.

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz and Trustee Hunter

The motion carries.

The meeting resumes at 8:26 PM.

The charging officer continues the presentation of evidence.

The Town Attorney is asked for his advice on procedure.

The Hearing Officer states there will be no further rebuttal on each exhibit but instead during the rebuttal period following the charging officer's presentation of evidence.

Trustee Brunner presents his rebuttal exhibits.

The Hearing Officer admonishes the public to restrict outbursts or be removed.

Trustee Hunter makes a motion, seconded by Trustee Swartz, to extend the meeting for an hour until 10:19 PM

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz and Trustee Hunter

The motion carries.

Trustee Czech makes a motion, seconded by Trustee Hunter, to take a five-minute recess.

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz and Trustee Hunter

The motion carries.

The meeting resumes at 9:26PM

Trustee Brunner continues presentation of evidence

Trustee Hunter calls point of order on timeline of script

Trustee Brunner calls Thomas Markle as a witness and he is sworn in.

Charging Officer cross examines Thomas Markle

Trustee Brunner calls Suzanne Watson as a witness and she is sworn in.

Charging Officer cross examines Suzanne Watson

Trustee Brunner calls Stefen Wynn as a witness and he is sworn in.

Trustee Hunter makes a motion, seconded by Trustee Swartz to extend the meeting to 11:15PM.

The motion carries unanimously.

Public Comment-

J. Holvoet, third street: comments on taps

T. Markle, Second St: comments against removal

M. Bachran, Box Elder: comments in favor of removal

P. McCarthy, Dorris: comments against removal

S. Watson, in town: comments against removal

S. Keenan, in town: comments against removal

D. Knutson, Vista Drive: comments about best decisions.

M. Pattison, Second St: comments against removal

F. Witowski: comments for removal

S. Patterson, Rio Grande: comments against removal

S. Brown, Oak Ave: comments about civility.

R. Beers, in town: comments against removal.

J. Brunner, Second St: comments against removal

F. Zimmer, German Creek Drive: comments in favor of removal

A. Foster, Main St: comments on emotional decisions

M. Talbot: comments against removal

Trustee Czech makes a motion, seconded by Mayor Pro-Tem Valentine, to postpone the rest of the hearing until the Special Meeting on August 15, 2024 at 6:00 PM

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Swartz

Voting Nay: Trustee Hunter

Abstain: Trustee Brunner

The motion carries.

Agenda Item #3 Consideration of Approval of Contract with Professional Management Solutions

Moved to Special Meeting: August 15, 2024 at 6:30PM

Agenda Item #4 Sidewalk Fee Ballot Discussion and Decision

Moved to Special Meeting: August 15, 2024 at 6:30PM

Agenda Item #5: Consideration of Confirming the Reappointment of Town Administrator and Town Clerk to the 2024-2025 CML Public Policy Committee.

Moved to Special Meeting: August 15, 2024 at 6:30PM

Agenda Item #6 Review of DRAFT Procurement/Purchasing Policy - Consideration is needed from the Board of Trustees prior to the final adoption of the policy. Any edits or comments on the draft policy and manual are due on 8/21/2024 by 4PM.

Moved to Special Meeting: August 15, 2024 at 6:30PM

Adjournment

The meeting adjourns at 10:59PM

Samira M Vetter, Town Clerk

Paige Smith, Mayor

DRAFT

Minutes
Special Town Board Meeting
Town of Paonia, Colorado
August 15, 2024

RECORD OF PROCEEDINGS

Mayor Smith calls the meeting to order at 6:30 PM

Roll Call

PRESENT

- Mayor Paige Smith
- Mayor Pro-Tem John Valentine
- Trustee Rick Stelter
- Trustee Kathy Swartz
- Trustee Walter Czech
- Trustee Lucy Hunter
- Trustee William Brunner (arrives after Roll Call)

Approval of Agenda

Trustee Stelter makes a motion, seconded by Mayor Pro-Tem Valentine to approve the agenda.

The motion carries unanimously.

Actions & Presentations

Agenda Item #1: Hearing for the Removal of Trustee William Brunner

Trustee Stelter, Hearing Officer, takes charge of the hearing.

The Charging Officer, Mayor Smith, responds to public comment.

Trustee Brunner, the Respondent, responds to public comment.

Point of order is called over procedure.

Trustee Brunner continues his response.

The Board of Trustees begins their question phase of the hearing.

Trustee Swartz asks for clarification from the Town Attorney.

Trustee Hunter asks for clarification from the Town Attorney.

Trustee Stelter asks a question of Trustee Brunner

Trustee Swartz asks a question of Town Administrator Wynn

Trustee Brunner asks a question of Town Administrator Wynn

Charging Officer, Mayor Paige Smith, presents her closing argument.

Respondent, Trustee Bill Brunner, presents his closing argument.

The Town Attorney gives advice on the definitions of the charges, the guiding statutes and what information the Board can and cannot use during their deliberations and decision-making process.

Trustee Hunter asks a clarifying question about misconduct.

Trustee Swartz asks to discuss the voting process, requesting pauses and time to think between motion, second and action, due to the gravity of the decision before them.

The Charging Officer, Mayor Paige Smith, at the request of the Hearing Officer, Trustee Rick Stelter, re-reads the written charges aloud.

The Board begins their deliberations of the evidence presented.

Appearance of impropriety, violations of the Board Code of Conduct, censure vs removal, suggestions for moving forward, budget money for training, conflict resolution, trolling, Staff & Trustees & Community, evidence, bullying, working together as a team.

Trustee Czech makes a motion, seconded by Mayor Pro-Tem Valentine to remove Trustee Brunner for abuse of position and harassment.

Trustee Swartz asks the Board to reconsider removal.

Main motion:

Voting Aye: Mayor Pro-Tem Valentine, Trustee Stelter, Trustee Czech, Trustee Hunter

Nay: Trustee Swartz

The motion carries.

Trustee Czech makes a motion, seconded by Trustee Stelter to take a five minute recess.

The motion carries unanimously

The meeting resumes at 7:58PM

Agenda Item #2: August Town Administrator Report - to be presented during the meeting.

The meeting resumes at 7:58PM

Town Administrator Wynn presents his Administrators report.

Agenda Item # 3: Police Chief

Chief Laiminger presents his report.

Agenda Item #4: Consideration of Approval of Contract with Professional Management Solutions

Town Administrator Wynn presents the amendments to the contract and changes to the Scope of Work.

Trustee Hunter makes a motion, seconded by Trustee Stelter to approve the amended contract with Professional Management Solutions.

The motion carries unanimously

Agenda Item #5: Sidewalk Fee Ballot Discussion and Decision

Town Administrator Wynn presents his staff report.

Clerk Vetter gives the Election Calendar timeline.

Public Comment:

D. Knutson: Comments on current restrictions to that fund

S. Watson: Comments about ADA research

M. Bachran: comments in favor of increase and lifting restrictions on the sidewalks it can be used on

Trustee Stelter makes a motion, seconded by Mayor Pro-Tem Valentine to have the Town Clerk request an Intergovernmental Agreement with Delta County for the November Election.

The motion carries unanimously.

Agenda Item #6: Consideration of Confirming the Reappointment of Town Administrator and Town Clerk to the 2024-2025 CML Public Policy Committee.

Trustee Stelter makes a motion, seconded by Trustee Czech to confirm the re-appointment of Town Administrator Wynn and Town Clerk Vetter to the 2024-2025 CML Policy Committee.

The motion carries unanimously.

Agenda Item #7: Review of DRAFT Procurement/Purchasing Policy - Consideration is needed from the Board of Trustees prior to the final adoption of the policy. Any edits or comments on the draft policy and manual are due on 8/21/2024 by 4PM.

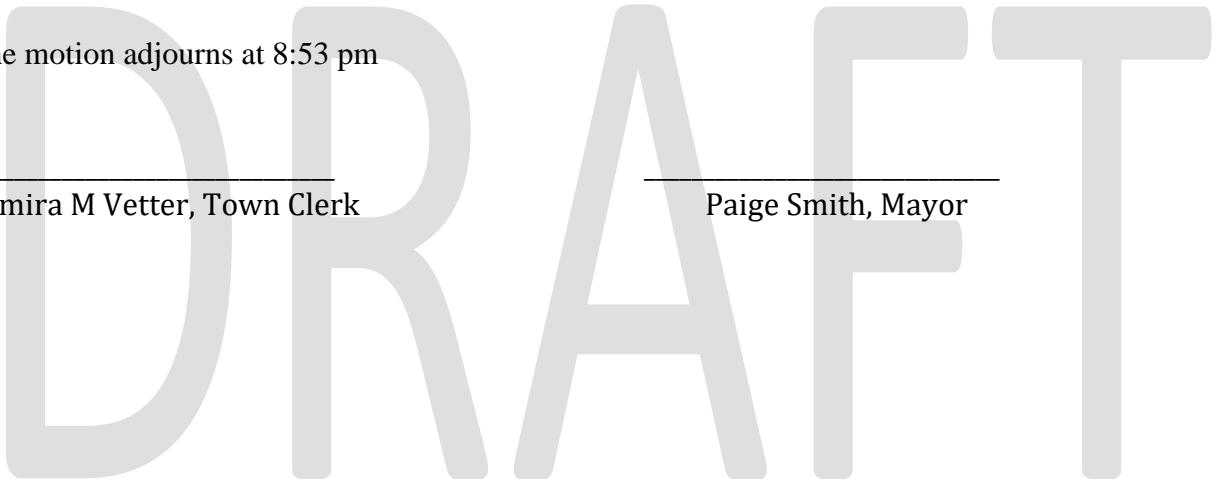
Town Administrator Wynn explains the draft policy.

Adjournment

The motion adjourns at 8:53 pm

Samira M Vetter, Town Clerk

Paige Smith, Mayor



PS
CA

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
ADP, INC								
1352	ADP, INC	668205880	WORKFORCE PAYROLL SOLUTI	08/09/2024	202.76		10-41-20 LEGAL, ENGINEERING & PR	08/31/2024
Total ADP, INC:					202.76			
AFLAC								
749	AFLAC	775528	AFLAC ACH	08/15/2024	97.08		10-0225 AFLAC COVERAGE	08/31/2024
Total AFLAC:					97.08			
All Copy Products Inc								
1268	All Copy Products Inc	5030952364	COPIER - ADMIN	08/12/2024	99.44		10-41-25 TOWN HALL EXPENSE	08/31/2024
1268	All Copy Products Inc	5030952364	COPIER - WATER	08/12/2024	99.44		60-50-25 SHOP EXPENSE	08/31/2024
1268	All Copy Products Inc	5030952364	COPIER - WASTEWATER	08/12/2024	99.44		70-51-25 SHOP EXPENSE	08/31/2024
1268	All Copy Products Inc	5030952364	COPIER - SANITATION	08/12/2024	99.42		80-52-25 SHOP EXPENSE	08/31/2024
Total All Copy Products Inc:					397.74			
Alpine Fencing & Supplies, Inc								
573	Alpine Fencing & Supplies, Inc	38144	PVC CAPS FOR TOWN PARK	08/06/2024	60.00		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
Total Alpine Fencing & Supplies, Inc:					60.00			
CDPHE								
22	CDPHE	FGD20240288	Drinking Water Fee - July 2024 to	08/12/2024	525.00		60-50-32 FEES & PERMITS	08/31/2024
22	CDPHE	WU251171444	2024-2025 ANNUAL FEE FOR PE	08/09/2024	1,501.00		70-51-32 FEES & PERMITS	08/31/2024
22	CDPHE	WU251171445	2024-2025 ANNUAL PRETREAT	08/09/2024	92.00		70-51-32 FEES & PERMITS	08/31/2024
Total CDPHE:					2,118.00			
Cecil, Raymond Cole								
1280	Cecil, Raymond Cole	CECIL-BOOT-	BOOT ALLOWANCE REIMBURS	08/10/2024	75.00		10-46-03 SALARIES & WAGES	08/31/2024
1280	Cecil, Raymond Cole	CECIL-BOOT-	BOOT ALLOWANCE REIMBURS	08/10/2024	75.00		80-52-03 SALARIES & WAGES	08/31/2024
Total Cecil, Raymond Cole:					150.00			
Cedar Creek Supply LLC								
1284	Cedar Creek Supply LLC	INV-0394	LAGOON TREATMENT	08/09/2024	560.00		70-51-16 OPERATING SUPPLIES	08/31/2024
Total Cedar Creek Supply LLC:					560.00			
City of Delta								
24	City of Delta	08152024	Building Inspection Services JULY	08/15/2024	4,600.00		10-43-20 LEGAL, ENGINEERING & PR	08/31/2024
24	City of Delta	08152024	Wastewater Analysis	08/15/2024	734.00		70-51-20 LEGAL, ENGINEERING & PR	08/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total City of Delta:					5,334.00			
City Of Grand Junction								
673	City Of Grand Junction	2024-0007347	Water Testing JULY 2024	07/31/2024	131.00		60-50-20 LEGAL, ENGINEERING & PR	08/31/2024
Total City Of Grand Junction:					131.00			
Delta County Clerk & Recorder								
286	Delta County Clerk & Recorder	INVOICE 0402	SHARE OF COSTS FOR APRIL 2	04/24/2024	2,470.84		10-41-40 MISCELLANEOUS	08/31/2024
Total Delta County Clerk & Recorder:					2,470.84			
Delta County Landfill								
56	Delta County Landfill	426323	Landfill Fee	08/07/2024	356.50		80-52-42 LANDFILL FEES	08/31/2024
56	Delta County Landfill	426677	Landfill Fee	08/12/2024	440.00		80-52-42 LANDFILL FEES	08/31/2024
56	Delta County Landfill	427010	Landfill Fee	08/16/2024	557.00		80-52-42 LANDFILL FEES	08/31/2024
56	Delta County Landfill	427192	Landfill Fee	08/19/2024	268.75		80-52-42 LANDFILL FEES	08/31/2024
Total Delta County Landfill:					1,622.25			
Dependable Lumber, Inc.								
46	Dependable Lumber, Inc.	2407-045025	HOSE BIB FOR PARKS SPRINKL	07/17/2024	13.99		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-047651	MASKING TAPE FOR TRASH CA	08/02/2024	3.99		80-52-16 OPERATING SUPPLIES	08/31/2024
46	Dependable Lumber, Inc.	2408-048415	PRUNER SET	08/07/2024	36.99		10-46-25 SHOP EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-048569	MARK PAINT FOR SPRINKLER	08/08/2024	26.97		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-048649	ENAMEL FOR APPLE VALLEY P	08/08/2024	6.79		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-048699	LATEX GLOVES	08/09/2024	11.49		80-52-16 OPERATING SUPPLIES	08/31/2024
46	Dependable Lumber, Inc.	2408-049193	LOCKING PIN FOR TAILGATE O	08/12/2024	3.49		70-51-23 VEHICLE EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-049236	AA BATTERIES	08/13/2024	6.29		10-46-25 SHOP EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-049288	TIRE REPAIR PLUG & RUBBER	08/13/2024	6.14		60-50-23 VEHICLE EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-049288	TIRE REPAIR PLUG & RUBBER	08/13/2024	6.14		70-51-23 VEHICLE EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-049505	PARTS FOR JOHN DEERE BRO	08/14/2024	13.58		10-45-25 SHOP EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-049561	GRINDING WHEELS FOR SKID	08/14/2024	21.14		10-45-25 SHOP EXPENSE	08/31/2024
46	Dependable Lumber, Inc.	2408-049569	RED MULCH	08/14/2024	83.88		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-049572	PRO BARRIER	08/14/2024	195.00		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-049587	2 CF RED MULCH	08/14/2024	167.76		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-049644	WAFERBOARD FOR TOWN HAL	08/15/2024	22.13		10-41-73 BUILDING IMPROVEMENTS	08/31/2024
46	Dependable Lumber, Inc.	2408-049767	RED MULCH FOR PARKS	08/15/2024	69.90		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-050145	AA BATTERIES	08/19/2024	4.49		60-50-16 OPERATING SUPPLIES	08/31/2024
46	Dependable Lumber, Inc.	2408-050145	AA BATTERIES	08/19/2024	4.50		70-51-16 OPERATING SUPPLIES	08/31/2024
46	Dependable Lumber, Inc.	2408-050203	NUTS & BOLTS FOR JUMBO TR	08/19/2024	2.63		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-050203	NUTS & BOLTS FOR JUMBO TR	08/19/2024	2.63		10-45-22 REPAIRS & MAINTENANCE	08/31/2024
46	Dependable Lumber, Inc.	2408-050257	ELECTRICAL TAPE FOR AERAT	08/19/2024	11.98		70-51-22 REPAIRS & MAINTENANCE	08/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total Dependable Lumber, Inc.:					721.90			
Duckworks Auto Parts Inc								
50	Duckworks Auto Parts Inc	03670016513	ANTIFREEZE FOR MINI EXCAVA	08/13/2024	29.98		70-51-25 SHOP EXPENSE	08/31/2024
50	Duckworks Auto Parts Inc	03670016513	ANTIFREEZE FOR MINI EXCAVA	08/13/2024	29.98		60-50-25 SHOP EXPENSE	08/31/2024
Total Duckworks Auto Parts Inc:					59.96			
EAGLE WASH								
1367	EAGLE WASH	1004	CAR WASH SERVICES 7/15/202	08/15/2024	14.52		70-51-23 VEHICLE EXPENSE	08/31/2024
1367	EAGLE WASH	1004	CAR WASH SERVICES 7/15/202	08/15/2024	14.52		10-45-23 VEHICLE EXPENSE	08/31/2024
1367	EAGLE WASH	1004	CAR WASH SERVICES 7/15/202	08/15/2024	14.52		10-46-23 VEHICLE EXPENSE	08/31/2024
1367	EAGLE WASH	1004	CAR WASH SERVICES 7/15/202	08/15/2024	14.52		60-50-23 VEHICLE EXPENSE	08/31/2024
1367	EAGLE WASH	1004	CAR WASH SERVICES 7/15/202	08/15/2024	14.53		80-52-23 VEHICLE EXPENSE	08/31/2024
1367	EAGLE WASH	1004	CAR WASH SERVICES 7/15/202	08/15/2024	24.00		10-42-23 VEHICLE EXPENSE	08/31/2024
Total EAGLE WASH:					96.61			
Empower Trust Company LLC								
1190	Empower Trust Company LLC	PPE08092024	Retirement Plan PPE 08092024	08/09/2024	3,085.02		10-0220 RETIREMENT PLAN	08/31/2024
Total Empower Trust Company LLC:					3,085.02			
ENVIRO-CHEM ANALYTICAL INC								
1221	ENVIRO-CHEM ANALYTICAL IN	14170933	NO2, NO3 SE, PD : PO AUGUST	08/15/2024	65.30		70-51-20 LEGAL, ENGINEERING & PR	08/31/2024
Total ENVIRO-CHEM ANALYTICAL INC:					65.30			
Fire & Police Pension Assn.								
63	Fire & Police Pension Assn.	PPE08022024	Payroll Ending 08/02/2024	08/02/2024	3,191.58		10-0219 FPPA	08/31/2024
63	Fire & Police Pension Assn.	PPE08022024	Payroll Ending 08/02/2024	08/02/2024	522.26		10-42-12 FPPA D&D	08/31/2024
Total Fire & Police Pension Assn.:					3,713.84			
GISOLDI, NICOLE								
1407	GISOLDI, NICOLE	GISOLDI-BOO	BOOT ALLOWANCE REIMBURS	08/03/2024	22.39		70-51-03 SALARIES & WAGES	08/31/2024
1407	GISOLDI, NICOLE	GISOLDI-BOO	BOOT ALLOWANCE REIMBURS	08/03/2024	22.39		60-50-03 SALARIES & WAGES	08/31/2024
1407	GISOLDI, NICOLE	GISOLDI-BOO	BOOT ALLOWANCE REIMBURS	08/03/2024	22.39		80-52-03 SALARIES & WAGES	08/31/2024
1407	GISOLDI, NICOLE	GISOLDI-BOO	BOOT ALLOWANCE REIMBURS	08/03/2024	22.40		10-45-03 SALARIES & WAGES	08/31/2024
1407	GISOLDI, NICOLE	GISOLDI-BOO	BOOT ALLOWANCE REIMBURS	08/03/2024	22.40		10-46-03 SALARIES & WAGES	08/31/2024
Total GISOLDI, NICOLE:					111.97			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Hellman Motor Company								
80	Hellman Motor Company	548465	HEATER HOSE	08/08/2024	20.68		60-50-23 VEHICLE EXPENSE	08/31/2024
80	Hellman Motor Company	548465	HEATER HOSE	08/08/2024	20.68		70-51-23 VEHICLE EXPENSE	08/31/2024
80	Hellman Motor Company	548465	HEATER HOSE (RETURN)	08/08/2024	20.68-		60-50-23 VEHICLE EXPENSE	08/31/2024
80	Hellman Motor Company	548465	HEATER HOSE (RETURN)	08/08/2024	20.68-		70-51-23 VEHICLE EXPENSE	08/31/2024
80	Hellman Motor Company	548595	HEATER HOSE FOR 033-QFI CO	08/15/2024	45.53		60-50-23 VEHICLE EXPENSE	08/31/2024
80	Hellman Motor Company	548595	HEATER HOSE FOR 033-QFI CO	08/15/2024	45.53		70-51-23 VEHICLE EXPENSE	08/31/2024
Total Hellman Motor Company:					91.06			
Lasting Impressions								
98	Lasting Impressions	29201	EMBOIDERY AND TAGS	08/05/2024	150.00		10-42-16 OPERATING SUPPLIES	08/31/2024
Total Lasting Impressions:					150.00			
Mesa County Public Health Regional Lab								
763	Mesa County Public Health Regio	10900	LAB TESTING 42288 LAMBORN	08/07/2024	25.00		60-50-16 OPERATING SUPPLIES	08/31/2024
763	Mesa County Public Health Regio	153101	LAB TESTING 214 GRAND AVE	08/07/2024	25.00		60-50-16 OPERATING SUPPLIES	08/31/2024
Total Mesa County Public Health Regional Lab:					50.00			
NAPA - Paonia Auto Parts								
122	NAPA - Paonia Auto Parts	414004	GASKET FOR HONDA GENERA	08/07/2024	2.99		70-51-25 SHOP EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414028	Oil FOR SMALL ENGINE OIL CH	08/08/2024	23.96		10-46-25 SHOP EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414129	ANTIFREEZE	08/12/2024	76.04		80-52-23 VEHICLE EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414239	SCREW & WASHER FOR JD TR	08/15/2024	.71		10-45-23 VEHICLE EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414239	SCREW & WASHER FOR JD TR	08/15/2024	.71		70-51-23 VEHICLE EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414239	SCREW & WASHER FOR JD TR	08/15/2024	.72		60-50-23 VEHICLE EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414250	Oil FILTER & OIL	08/16/2024	51.54		60-50-23 VEHICLE EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414250	Oil FILTER & OIL	08/16/2024	51.54		70-51-23 VEHICLE EXPENSE	08/31/2024
122	NAPA - Paonia Auto Parts	414384	WINDSHIELD WASH	08/20/2024	8.86		10-42-23 VEHICLE EXPENSE	08/31/2024
Total NAPA - Paonia Auto Parts:					217.07			
Paonia Farm & Home Supply Inc								
125	Paonia Farm & Home Supply Inc	196656	POST HOLE DIGGER	07/23/2024	69.99		10-46-25 SHOP EXPENSE	08/31/2024
125	Paonia Farm & Home Supply Inc	197058	PVC BUSHING, FLIP TEE, HOSE	07/26/2024	15.06		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	197302	ADAPTER, NIPPLE, AND HOSE	07/29/2024	31.24		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	197961	NIPPLE AND ADAPTER FOR SP	08/05/2024	9.57		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198026	MARKING SPRAY	08/06/2024	19.98		60-50-16 OPERATING SUPPLIES	08/31/2024
125	Paonia Farm & Home Supply Inc	198105	ADAPTER, HOSE CLAMPS, FOR	08/07/2024	8.86		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198264	PARTS FOR APPLE VALLEY SP	08/08/2024	21.73		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198331	PRUNING SEALER SPRAY	08/09/2024	23.98		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198343	BALL VALVE, ADAPTERS FOR A	08/09/2024	15.27		10-46-22 REPAIRS & MAINTENANCE	08/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
125	Paonia Farm & Home Supply Inc	198365	ELBOX, HOSE CLAMPS FOR AP	08/09/2024	8.37		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198599	BUSHING, ELBOW, NIPPLE FOR	08/12/2024	8.27		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198620	COUPLING FOR APPLE VALLEY	08/12/2024	13.14		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198765	STAPLE LAGS	08/14/2024	58.50		10-46-22 REPAIRS & MAINTENANCE	08/31/2024
125	Paonia Farm & Home Supply Inc	198872	RESPIRATOR FOR BRICK WALL	08/15/2024	29.99		10-41-73 BUILDING IMPROVEMENTS	08/31/2024
125	Paonia Farm & Home Supply Inc	198902	IRON PIPE STRAP FOR ARCH R	08/15/2024	5.99		10-41-73 BUILDING IMPROVEMENTS	08/31/2024
125	Paonia Farm & Home Supply Inc	198975	BRICK JOINTER FOR TOWN HA	08/16/2024	9.99		10-41-73 BUILDING IMPROVEMENTS	08/31/2024
Total Paonia Farm & Home Supply Inc:					349.93			
Robert's Enterprises Inc								
145	Robert's Enterprises Inc	106160006909	20 YD ROLL OFF DUMPSTER F	08/12/2024	400.00		80-52-24 RENTAL	08/31/2024
Total Robert's Enterprises Inc:					400.00			
TDS Telecom								
156	TDS Telecom	970-527-4642-	Telephone+Internet FOR SEWER	08/10/2024	232.73		70-51-28 UTILITIES	08/31/2024
Total TDS Telecom:					232.73			
THOMPSON, GREG								
1321	THOMPSON, GREG	THOMPSON-R	REIMBURSEMENT FOR CHERR	05/22/2024	35.00		10-41-44 HUMAN SERVICES	08/31/2024
Total THOMPSON, GREG:					35.00			
U.S. Tractor & Harvest, Inc.								
709	U.S. Tractor & Harvest, Inc.	P23806	THERMOSTATE & GASKETS	08/15/2024	12.19		10-45-23 VEHICLE EXPENSE	08/31/2024
709	U.S. Tractor & Harvest, Inc.	P23806	THERMOSTATE & GASKETS	08/15/2024	12.20		70-51-23 VEHICLE EXPENSE	08/31/2024
709	U.S. Tractor & Harvest, Inc.	P23806	THERMOSTATE & GASKETS	08/15/2024	12.20		60-50-23 VEHICLE EXPENSE	08/31/2024
Total U.S. Tractor & Harvest, Inc.:					36.59			
United Companies Inc								
162	United Companies Inc	1589859	MATERIALS FOR STREETS & A	08/13/2024	173.27		10-45-22 REPAIRS & MAINTENANCE	08/31/2024
162	United Companies Inc	1589859	MATERIALS FOR STREETS & A	08/13/2024	173.27		60-50-22 REPAIRS & MAINTENANCE	08/31/2024
162	United Companies Inc	1589859	MATERIALS FOR STREETS & A	08/13/2024	173.28		70-51-22 REPAIRS & MAINTENANCE	08/31/2024
Total United Companies Inc:					519.82			
US BANK								
1343	US BANK	08132024	CO WATER & SEWER REVENU	08/13/2024	21,675.00		70-51-51 RURAL DEVELOPMENT P&I	08/31/2024
Total US BANK:					21,675.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Grand Totals:					<u>44,755.47</u>			

Board Meeting Date: _____

Town Administrator: _____

Finance Committee/Mayor: _____

Finance Committee/Trustee: _____

Trustees: _____

Date Reviewed: _____

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
TOWN ADMINISTRATOR'S OFFICE					
<p>CDOT Revitalizing Main Streets Grant, "Safe Pathways for Paonia," 3-Points InX Grand, 4th & 5th</p>	<p>SGM CO #1 Forthcoming adding scope of work for GeoTech Eng. Svcs., and MOT plan to design set & Striping Plan, and Adding Add'l. meetings to Project Admin. as req. by CDOT. (Odisea didn't include in original design). CO #1 approved at the 8.22.23 Board Meeting, CO #1 was executed and submitted to SGM on 8.28.23. CDOT approved RMS Grant, R/W acquired from School Board and design is being finalized for construction. CDOT & SGM informed the Town that construction is likely in Spring 2025 and the estimated probable cost of construction is \$2.5MM. Meeting held with affected property owners in July 2024. FOR Meeting with CDOT held on 8/7/2024, cost now \$2.9MM</p>		7.14.23	8.23.2024	
<p>Policy Reviews: Purchasing, Internal Controls, and Personnel, Credit Card Policy</p>	<p>These processes and policies will be a product to be worked on during 2024. Purchasing, Internal Controls estimated completion 5/30/2024; Personnel estimated completion 12/30/2024. Credit Card policy is ready for 7.23.2024 agenda. Purchasing Policy with Internal Controls complete in Purchasing Manual ready for Board Consideration on 9/10/2024. Personnel Policy review to take place in December.</p>		7.17.23	8.23.2024	
<p>Ordinance for Consecutive Systems (Water Companies)/Agreements with Water Companies</p>	<p>At a minimum an agreement with water companies that describes expectations from the town, expectations from the water companies/subdivisions, indemnification, and insurance requirements should be considered to reduce liability to the town. Further discussion with the Water Attorney is necessary. Standardized IGA with Water Companies with clauses for maintenance and increasing bulk water rates for non-compliance/if Water Company chooses to have the town complete maintenance. Town Attorney working on Draft Agreement for Hidden Valley water company. Multiple Water Companies have requested formalized agreements with the Town. Hidden Valley has replied that they do not want to enter into a new agreement with the Town but would rather add a supplement to the agreement with the Town taking on additional responsibilities for meter reading and billing without fixing or repairing their system. Being Considered with Code Revision from Sustainable Futures. Collaborative Approach to Consecutive Systems TBD September - December</p>		7.11.23	8.23.2024	
<p>Code Re-Write</p>	<p>If funded by DOLA grant, then an RFP will need to be issued to meet the competitive bid requirement. Scheduled a phone call with a separate consulting firm to get a budget figure on price for DOLA grant for 8.28.23, once budget price received, will submit to DOLA for their consideration. Received Council Approval for \$25,000 Match from DOLA Admin Grant on 9.14.23. Submission of Grant on 9.15.23. Resubmitted Grant information to DOLA on 11.22.23. RFQ will be live in 2024 after grant funding is awarded and approved. RFP will be made live on 2.5.24 RFP Consultant selection/decision being made on 4.23.2024. Work has begun on code rewrite, sustainable futures selected as consultant. Special Meeting held on 8/20/2024 for feedback from Trustees on Code Rewrite. Need to ask for extension on the project from DOLA.</p>		7.11.23	8.23.2024	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
Chase ink Credit Account	Submitted a letter to Chase Card Services to get control of the online banking account for the Chase ink Credit Card. Would like to see if any cashback rewards have been earned, and if so, where are they. Continue to get control of Chase Bank Credit Cards - will need to travel to Telluride and visit Chase Banker in person. Form has been signed by former finance director and signed by myself and sent to Chase Bank for final approval. Awaiting Chase Banks response. Chase Bank denied the change of ownership and awaiting for further action.		7.28.23	7.19.2024	
Special Event Process and Applications	Improve the process and include the recent ordinance for street closures in the application process. This also includes the process for park reservations. Expected completion date: 12/31/2024		8.1.23	4.23.2024	
FINANCE DEPARTMENT					
Add Community Development Module to Caselle	Board of Trustees approved a new module with Caselle for Community Development to track all permits issued by the town. Final step is building forms such as certificate of occupancy, event permits, etc.		7.1.24	8.23.2024	
Consider Adding Purchase Order module with Caselle	With the adoption of a Purchasing Manual in September, the new process will include a three-way match requirement for purchase orders. Current purchase orders are tracked on a spreadsheet, but with the module they'll be tracked in Caselle.		8.1.2024	8.23.2024	
Caselle GL Updates & Chart of Accounts	Professional Management Solutions working with Amanda to get Chart of Accounts correct and GL updated with the most recent reconciliations. This will be marked ongoing until it becomes a normal internal process completed by Staff.		3.1.23	ONGOING	
Meter Updates in Caselle	Working with Public Works department to check meter ids, endpoints in Caselle and change as many as possible to radio read.		5.27.24	7.17.24	
Documenting Accounting and Utility Processes	Recording processes for water meter read input, utility billing, red tags, disbursement approval, printing checks for approved disbursements and other departmental tasks.		7.1.24	7.17.24	
Caselle Budget Tools for Department Heads	Working on setting up budget review and creation tools for department heads within Caselle Connect Online. Once set up Department Heads will be able to access and view their current budget, funds and line items specific to their department from their town devices. As of 8/1/2024, this is live and Department Heads are able to see their budget/actuals as items are booked to the GL.		7.16.24	8.23.2024	
ClearGov Intergration with Caselle	Both platforms have been in use for some time but have not been intergrated.		7.17.24	7.17.24	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
CLERK'S DEPARTMENT					
Equipment Surplus	Followed up on this item so Surplus can be looked at		7.19.23	1.30.24	
Records Management System Development and Implementation	Subscribed to NAGARA (National Association of Government Archives & Records) for training and best practices of developing records management	\$285/year for 3 user accounts		1.29.24	
Records and vault reorganization, retention compliance	Actively going through, starting new organization process and logging- goes slow due to time constraints	Staff Time	8.15.23	1.30.24	
Point & Pay/ Caselle Integration	Completed soft launch for testing on 7.8.2024. Verification of post back vs. account credits vs. bank deposit reconciliation all balanced. Re-Activated online payments 7.29.2024 after successfully being used almost 30 days of payments with various individuals' online payments. All reconciliation since 7.8.2024 is good per Michelle Duran of Prof. Mgmt. Solutions...reported 8.9.2024. Point & Pay issues all addressed and resolved.	Point and Pay Absorbed Costs + Staff Time	2.15.23	08.09.24	08.09.24
New SQL & Access Databases	Databases: Dog Tags (in progress - completed SQL db build, active web pages for listing & adding new tags completed.), Tickets (planning stage - tables build in SQL db), Payment Arrangements (planning stage).	Staff Time	01.01.2024	08.09.2024	
Create checklists for Clerk Duties	Create checklists, for all permits, licensing, agenda, board meeting, record retention, new hires etc for consistency and thoroughness. Updating as we go concurrent with the training for new Deputy Clerk - Ongoing	Staff Time	7.19.23	1.29.24	
MuniDocs clean- up & catch up	Still in process as time permits, This has also become the landing place for Board Committee Agenda's and minutes		9.14.23	03.20.24	
Process new Retail Marijuana license	License conditionally approved by Board pending Tax Bond, sign design compliance and final building permit approval. Administrator and Clerk have worked with RMJ license holders on bond and sign process and Clerk has sent letter of conditional approval to the MED.	Revenue \$5000.00	11.15.23	03.22.24	
Minor Subdivision	1.23.24 @ 6:30 pm Approved with Conditions		11.22.23	1.23.24	
CIRSA Audit	Coordinating with Dept Heads to fix deficiencies	Staff time	5.9.24	6.4.24	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
Fiona's Bartique Liquor License	State approval recieved. Local license cleared to be issued as soon as final building inspection is complete and Clerk gets to walk through.	Revenue	5.22.24	7.30.24	
PUBLIC WORKS DEPARTMENT					
ADA Transition Plan	Discussed at Department Head Meeting, will need to begin to evaluate crossings throughout intersections in Town. Will add this to fulcrum and add notes in GIS about intersections in compliance and intersections that need to be brought into compliance with ADA standards. Working with Town Administrator to accomplish a true plan. Need to know if current sidewalk ramps are grandfathered in? So far one street crossing and one alleyway are not compliant		8.1.23	7.29.24	
Replacing brick on Archway at Town Hall	Job in progress		8.1.23	8.21.24	
Add cornering mirror at Pan American and Rio Grande	Initial mirror blew down in wind storm. Need to re-order a larger mirror		8.8.23	7.29.24	
Working on lead service line inventory	Collecting and analyzing historical records. 25% complete.Had a meetign with a vendor that specializes in the new L&C regulations. They can help with testing and software to report to the state		11/6/2023	7.29.24	
Mays water availability.	Conveyance agreement with Bone Mesa for raw water coming off of Gelwick through the Town's pipe to the splitter box at Mays			7.17.2024	
Construction standard update	Need to update construction standards for utility,road, street,and sidewalks. Respec is going to update construction standards. Regular scheduled meetings with Jordan, Derek, Cory and Nicki with Repec to go page by page through standards to correct and update. ~85% through the standards packet. Currently working on Wastewater standards		2/2/2024	8.21.24	
Finish NorthWest corner of skatepark.	Looking at options to finish the unfinished portion of the skatepark.			7.17.2024	
Equipment and contract bids	Public works is currently seeking quotes for pavement milling (Samuel Wade Bridge contracted), asphalt rollers, jet vac combos, and a generator/welder unit, and Paint Striper (may utilize safe routes to parks grant for purchase) and SxS			8.21.24	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
Roof repair - Town Hall	Randy with Quality Cool Roofing Solutions inspected the job on 7/29/24. Elite Commercial Roofing will inspect the job on 8/2/24. Innovative Roofing was contacted as well with no response. Elite is the only contractor that sent a quote. It will be discussed in the 8/27/24 public meeting		7.29.24	8.21.24	
F-150 Recall	Received official recall letter for the 2014 F-150 recalls for Output Speed Sensor. An unintended downshift into 1st gear.		7/1/2024	7.29.24	
Apple Valley Plumbing	Needs to be cameraed to see the extent of damage under the concrete flooring			7.29.24	
Purchase and install Signs (speed and stop).	Signs ordered and will be installed once we receive them. Signs received and in process of being installed. Half of the stop signs have been delivered.		1.4.2024	8.21.24	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
WATER DEPARTMENT					
CDPHE Free Assistance Program for Lead Service Lince Replacement	Applied today for the program with Cory and Stefen as PoC. Will evaluate this program in FY-2024. Sunrise Engineering has been helping us through this process.		8.1.23	11.24.23	
Replace meters at Burges & Lamborn Mesa Water Companies	Burges Vault in process of repair and Lamborn Mesa meter replacement will begin soon. Final cost for completing these projects need to be submitted to the Town Administrator and Finance for appropriate accounts receivable.		8.3.23	11.24.23	
Mays Meetering.	Raw Water at the Mays Springs is being metered. Data is being sent to Brian Mitchem. This is before the split to Bone Mesa.				
Mays Cleanup / Spring site Cleanup	Clearing trees and brush at Mays along the springs so that tree roots don't get into the pipes. Wrightwater will need specific areas on the springs cleared and cleaned up. Awaiting drawings for their needs.				
Lead and Copper samples / Survey	Bi-annual				
Finding and addressing water loss issues and low pressure events	We have had 5 waterline repairs in the month of May.				
Wrightwater Engineering / Hydrogeological	Wrightwater initial site visit to the springs. Spent 3 days on the mountain gathering data. Currently discussing if brush clearing can be done before the winter season.			8.21.24	
WASTEWATER DEPARTMENT					
Utility Fee Study	Water and Sewer Rates need to be reviewed. 20-year cash flow analysis for water and upcoming restrictions on NPDES permit for wastewater necessitate increases in the rates for utilities. Proposed Rate increases on the Board agenda for December 12, 2023.		7.14.23	11.24.23	
NPDES Contact Update	Stefen needs to be added as the Executive/Administrative contact for the NPDES Permit. All Correspondence regarding NPDES Permit needs to go to Town Hall Attention: Stefen Wynn, Town Administrator. Follow-up needed to make sure that this is properly completed.		8.1.23	11.24.23	
Aerator at the lagoon for pond 1 failed. Replacement ordered	Replacement ordered and installed. The anchor line was replaced. However, when the line broke the electrical cable pulled out of the box and needs to be inspected by a professional			8.21.24	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
POLICE DEPARTMENT					
Compiling possible municipal code additions, subtractions, and combinations to adress shortfalls in current muni code	The department is looking at approximately five (5) code updates/ replacements/new codes to be added by the end of the year.		5/1/2023	3/1/2024	In Progress
Reactivation of Bicylce Patrol Unit	Equipment is being priced and sourced. Policies are being reviewed,	Donated/Repurposed Eqpt/ <\$500	8/1/2024	8/22/2024	In Progress
Reviewing possible municipal code fee/fine updates to adress shortfalls in current muni code	Reaching out to other like sized or surrounding muniaplities to compile fee and fine amounts.	UNK	4/1/2023	3/1/2024	In Progress
Police Service Tech office space	Work continues to replace one exterior hallway door and a service door for the new service tech office.	\$1,500	2/1/2024	7/15/2024	In Progress
Left hand turns into parking spaces on Grand Avenue	Possible solutions are being researched to include high viz signage, directionally adjusted signs, painting/stripping, foot/bike patrol enforcement options.	UNK	4/1/2024	7/15/2024	In Progress
Patrol Car Lettering	Patrol cars are scheduled for decal updates the week of August 26th.	<\$1000	7/30/2024	8/22/2024	In Progress
ESS Security Training	Department Staff are continuing to take the ESS trainings and work towards the 630 Point minimum point threshold	Patrol Function	5/1/2023	7/15/2024	Continuous
Implementation of Spillman FLEX	Working with DCSO on acquiring database access for two officers.	\$25,121.24	3/1/2023	7/15/2024	In Progress
Employee appraisal/review	Packets are completed and beeing reviewed by Admin staff.	Admin/patrol function	1/1/2024	7/15/2024	In Progress
Code Enforcement for weeds/junk//trash	Letters are being sent via mail and some are being in-person via uniformed officer.	Patrol Officer hourly rates	5/1/2024	7/15/2024	Continuous
CDOT Revitalizing Main Streets Grant, "Safe Pathways for Paonia," 3-Points InX Grand, 4th & 5th					
Water Department Water Line Verification	Water Line under InX may need replaced if it's steel or iron. Cost will be internal labor to replace it, and needs coordinated with final contractor - WD to verify pipe under roadway. Verified that the pipe was replaced with plastic, but the fire hydrant that it connects to is almost 40 years old and time to be replaced. It will		7.17.23	11.24.23	
Construction Timeline	Construction is estimated to begin in Late-Spring - Mid-Summer of FY-2024.	\$1,032,000.00	7.17.23	11.24.23	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
Hydrogeological Study					
Grant for \$25,000 Colorado River Water Conservation District Grant	Contract, COI and W-9 sent and received		7.20.23	11.24.23	
Grant from Roundtable	\$25,000 awarded to Paonia for completing the Hydrogeological Study		7.20.23	11.24.23	
CWCB Grant	Awarded \$147,973 towards the Hydrogeological Study		7.20.23	11.24.23	
RFP Available on Bidnet	RFP for completing the study is live on bidnet and consultants have been direct solicited.		11.1.23	11.24.23	
HOUSING NEEDS ASSESSMENT					
Housing Needs Assessment	Final HNA and Housing Action Plan has been accepted by the Plan Commission and Board of Trustees and will be included in the DRAFT of the Master (Comprehensive) Plan.		5.1.23	11.24.23	
DOLA IHOP Reimbursement	3rd Quarter FY-23 reimbursement request submitted and \$32,348.25 will be sent to the Town from DOLA. 4th Quarter FY-23 reimbursement will be submitted and the final reimbursement amount will be requested.		7.1.23	11.24.23	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
MASTER PLAN					
Met with Phoenix Rising Resources	On 1.5.2024, met with Phoenix Rising Resources Principal to go over expectations and a timeline to finish the project.		5.1.23	1.19.24	
Timeline	1/17 PC Meeting with Status Update; 1/22 Survey Questions from Consultant for Publication; 1/23 Status Update for BoT; 2/2 Staff Meeting with Consultant; 2/27 Status Update for BoT; 2/28 FLUM Meeting PH at PC; 3/1 Staff Meeting with Consultant; 3/13 Draft Element Presentation PH at PC Meeting for Infrastructure; 3/26 Status Update for BoT; 3/29 Staff Meeting with Consultant; 4/3 Draft Element Presentation PH at PC for Transportation, Governance & Community Participation; 4/23 Status Update for BoT; 4/26 Staff Meeting with Consultant; 5/1 Draft Element Presentation PH at PC for Growth Framework, Economic Development, Parks, Recreation & Trails; 5/28 Status Update for BoT; 6/5 Final Presentation PH for Adoption at PC; 6/18 PH Final Adoption by BoT	\$52,395.00	1.19.23	1.19.23	
DOLA Planning Grant	Reimbursement for work already completed will be submitted during week of 11.27.23		5.1.23	11.24.23	
PHASE I - WATER IMPROVEMENTS					
Proposed Alignment	Meeting held on 7.24.23 regarding Existing water line alignment & GIS Data Accuracy. Proposed alignment options to consider, avoid easements by placing the water line in road R/Ws. AC line feeding old water plant, Evaluate PRV needs. Main Line improvements are being realigned so that they follow existing rights of way along roadways in areas that they are possible to be relocated.		7.24.23	11.24.23	
Easement Acquisition	May need to plan for two lines, potable and raw water, Town representative to negotiate easements (Town Administrator) once they're located. Land acquisition amounts have changed and are being finalized, if necessary at all. Nicki called County Clerk. No records of official easements.		8.1.23	11.24.23	
Items Needed from Town Staff	As built for PVC Loop; Exhibit of consecutive systems; photos of PRV 7; 8 & 9 (Jordan provided on 7/25 to Respec); Inventory meters to be replaced along the alignment. All items needed from Town Staff have been provided, including the 20-year cash flow analysis for the Project Needs Assessment.		7.25.23	11.24.23	
File for EIAF Tier II Grant	On 7.27.23, a grant application was filed for EIAF Tier II with project number 09721. DOLA Staff accepted the application for consideration on 8.3.23. Town was awarded \$965,000 for Tank Relining.	\$ 965,000.00	7.27.23	11.24.23	
Project Needs Assessment	Has been completed and submitted to CDPHE for consideration. Staff, consultants and Mayor Bachran completed various pieces of the PNA, and this is a monumental step towards project funding for DWSRF.		3.1.23	11.24.23	

TOWN OF PAONIA
DEPARTMENTAL SCORE CARD

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
SRF Loan Application	SRF Loan Application is being considered for FY - 2024 and is budgeted for approximately \$7.3MM		3.1.23	11.24.23	
American leak detection survey,Jeremiah working on it	O rd , dry gulch, and lone cabin east loop still need surveyed.		4.1.23	12.12.23	

Name: Wilma Erven

Address/Email: wilma.erven@gmail.com

Phone: 970-275-4892

Date of Request: 6-18-24

Meeting Date Request: July or August

Subject: Update ON Hope West of Delta County

Please describe below, in as much detail as possible, information concerning the item you wish to present before the Board of Trustees. If the Board of Trustees has all the information needed, they can make a decision or render an opinion in a much more expeditious manner. Your appearance is required for the Board of Trustees to make a decision.

Presentation: Jenni Neil, Program Manager for Hope West of Delta County. She is going around the county just doing updates on the services that Hope West offers. i.e. a family member can refer a patient to Hope West, it doesn't only happen with a Doctor's order. Jenni is only update not asking for funding.

Thank you for your consideration
Wilma Erven
Delta Co Advisor Board
Member



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #2 Consideration of Western Slope Conservation Center's Letter of Support for the Gunnison Outdoor Resources Protection Act
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>On July 13, 2022, the Board of Trustees submitted a Letter of Support to Senator Bennet's office in support of introducing the GORP Act. On April 9, 2024, the Delta County Board of County Commissioners submitted a letter to Senator Bennet, Senator Hickenlooper and Congresswoman Boebert expressing gratitude for inclusion on reviewing the draft GORP Act, and proposed a few amendments. The act is relevant to Paonia since it makes further efforts to protect the Town's watershed by removing the ability for leases for oil and gas from within the Town's raw water springs. the GORP Act NFV watershed withdrawal applies to many of the BLM surface-managed areas in the county including portions of Mount Lamborn, and Jumbo Mountain which is critical in protecting the Town's source water.</p> <p>The Western Slope Conservation Center is asking for the Town's support by providing a letter to package to the Senator's office.</p>
BUDGET:	N/A
RECOMMENDATION:	<p>RECOMMENDED MOTION: I Move to approve a letter of support for the GORP to WSCC (With or Without Edits.</p>
ATTACHMENT:	<p>Attachment A: Draft Paonia Support Letter Attachment B: Copy of BoCC Letter of support Gunnison Outdoor Resources Protection Act Signed Attachment C: GORP_LoS Town of Paonia to BennetLtr_June2022 Attachment D: Clear Fork Pilot Knob Munsey Creek Erickson Springs Attachment E: NFV Watershed Withdrawl Attachment F: NSO NF Roadless Areas Attachment G: FINAL GORP Act Fact Sheet 2024</p>

[DATE]

Dear Senator Bennet,

Thank you for your ongoing work to protect public lands and watersheds in the Gunnison Outdoor Resources Protection (GORP) Act. We appreciate your commitment to community-driven conservation solutions, and for seeking public input throughout this process. We are supportive of this legislation for its potential to permanently protect significant portions of the North Fork Valley Watershed, including public lands in the upper watershed of Gunnison County, the source water areas for the Town of Paonia, and Jumbo Mountain.

The waters that flow through the river and ditch systems of the North Fork give life to our small farms and ranches. Big game, like elk and mule deer, utilize the lower-elevation areas in Delta County as winter habitat, and traverse the drainages to spend summer in the West Elks and Raggeds. Members of our community and visitors from around the county seek out the wild landscapes of this area, including accessible routes along the West Elk Scenic Byway, popular mountain biking areas, and hiking and horseback riding in wilderness areas.

Protected public lands contribute to a healthy environment, our quality of life, and local economies on the Western Slope. We support the inclusion of nearby areas in Gunnison County including the Clear Fork Special Management Area, Pilot Knob Special Management Area, Beckwiths Special Management Area, Horse Ranch Park Recreation Area, Munsey Creek Wildlife Conservation Area, Lamborn Wilderness Addition, and Erickson Springs Wilderness Addition. [Crested Butte to Paonia trail?]

We believe that the North Fork Valley Watershed withdrawal in the GORP Act would greatly benefit from legislative protections. Critically, the North Fork Valley Watershed withdrawal would apply to many of the Bureau of Land Management surface-managed areas in the County as well as the Delta County portion of Mt. Lamborn. No Surface Occupancy protections for Currant Creek, Electric Mountain, and Elk Park Roadless Areas in the Grand, Mesa, Uncompahgre and Gunnison National Forests would further protect land, water, and wildlife.

Protecting critical areas like the Town of Paonia’s source water area and Jumbo Mountain, which had been previously open to oil and gas development would greatly benefit our community. The public lands and waterways of the North Fork Valley surround our communities and connect us. Protecting these connections and reducing carbon emission is especially important for climate change adaptation and mitigation.

Thank you,

[Signed]

April 9, 2024

The Honorable Michael Bennet
261 Russell Senate Office Building
Washington, D.C. 20510

The Honorable John Hickenlooper
375 Russell Senate Office Building
Washington, D.C. 20510

The Honorable Lauren Boebert
1713 Longworth House Office Building
Washington, D.C. 20515-0603

Dear Senator Bennet, Senator Hickenlooper and Representative Boebert:

Delta County Board of Commissioners appreciates the opportunity to provide input to the Gunnison Outdoor Resources Protection Act (GORP) and we have been involved with Gunnison County on this proposed legislation for a number of years. Delta County appreciates the extensive public process that Gunnison County and Senator Bennet have taken to address specific concerns and landscape management. Delta County formally supports the Gunnison Outdoor Resources Protection Act (GORP) now with the following amendments:

1. Withdrawal for the Federal lands in the North Fork Valley as shown in Exhibit A from the mineral leasing laws with respect to oil and gas. The point of consensus does not impact private land, private minerals, or valid existing rights, and it would not preclude the maintenance of rights-of-way and other infrastructure.
2. Removal of the proposed Black Mesa Special Management Area from the draft GORP legislation.
3. Modification of the Lamborn Wilderness Area boundary to allow for the Paonia Winter Wildlife Habitat Improvement Project's critical wildlife habitat vegetation treatments.

- 4. The addition to the proposed GORP legislation of a new section providing that existing motorized use on the Gunnison River within the Gunnison Gorge Wilderness Area may continue as established before the designation of the Wilderness.

Delta County understands that this legislation will also include a designation of No Surface Occupancy as depicted in Exhibit A. Development of valid existing rights will be allowed to progress under the lease requirements as administered within federal, state, and local regulations. The protections of water resources, air quality, visual resources, and related traffic issues must and would be addressed by thorough site-specific reviews and resulting conditions of approvals.


Specific to Colorado Outdoor and Recreation Act (CORE) Act details a Greater Thompson Divide Fugitive Coal Mine Methane Use Pilot Program (section 305 and 306) that would allow for the establishment of a Bureau of Land Management (BLM) pilot program that would provide for the leasing of fugitive methane emissions and allow for the capping or destruction of fugitive methane emissions. The Fugitive Methane Emission Leasing Program would be subject to valid existing rights and will encourage the capture of fugitive methane emissions for beneficial use, such as generating electrical power, producing useable heat, transporting the methane to market, transforming the fugitive methane emissions into a different marketable material; or if the beneficial use of the fugitive methane emissions is not feasible, the destruction of the fugitive methane emissions by flaring. Additionally, Section 305 and 306 would provide the regulatory framework to BLM to allow for the methane to be leased under a valid existing Federal coal lease. This certainty and direction would allow for existing methane to be flared and electricity projects to expand and continue to offer viable solutions. Delta County is in support of these particular sections of the CORE Act.

The proposed map and letter are the first steps in a lengthy process and Delta County will be at the table during the drafting, editing, amending and final process. Any attempt to modify language or maps without the involvement of Delta County will require the Board of County Commissioners withdrawing their support of the proposed legislation. Delta County looks forward to working with all stakeholders during the legislative and regulatory process.

Sincerely,
Delta Board of County Commissioners


Mike Lane, Chairman


Wendell A. Koontz, Vice Chairman


Don Suppes, Commissioner

Town of Paonia

Wednesday, July 13, 2022

Dear Senator Bennet,

Thank you for introducing the draft Gunnison Outdoor Resources Protection (GORP) Act to protect and enhance key public lands of Gunnison County, and for seeking public input on that proposal. We appreciate your commitment to public lands conservation and we are supportive of this legislation. Places represented in the proposal are important to us in the Town of Paonia. Although our town resides in Delta County, we owe much to the public lands just over the county line. Water that flows through the river and ditch systems of the North Fork, giving life to our small farms and ranches, begins in the upper watershed in Gunnison County. Big game like elk and mule deer utilize the valley floor in Delta County as winter habitat before traversing up the drainages and chutes to spend the summer in the West Elks and Raggeds. Community members often recreate up Kebler Pass Road and in the wild landscapes beyond Mt. Lamborn and Landsend Mountain.

We support the draft GORP Act. At the same time, we wish to endorse and encourage the inclusion of the "in discussion" areas in the North Fork watershed into the final legislation. Specifically, the Clear Fork Special Management Area, the Pilot Knob Special Management Area, and the Black Mesa Special Management Area are all deserving of protections. These areas provide critical water resources, wildlife habitat, and recreation opportunities to communities in the North Fork and Lower Gunnison watershed. We also support the Lamborn Wilderness Addition inclusion in the bill. In addition to the boundary drawn in the proposal map, we would like to endorse extending this boundary into Delta County around the upper tier Roadless area boundary. We feel this adjustment will lead to easier and better on-the-ground management of the area and preservation of its wilderness characteristics.

We believe that additional areas of the North Fork Valley in Delta County would benefit greatly from legislative protections. Waterways, wildlife, and our way of life are all threatened due to drought and climate change. The public lands of the North Fork Valley not only surround our communities, but also connect us. Permanent protections for the North Fork Valley's public lands would protect our home, and we would welcome the opportunity to discuss additional protections for our landscape in the near future.

Thank you,



Mary Bachran, Mayor

On behalf of the Paonia Board of Trustees

SUPPORT THE GUNNISON OUTDOOR RESOURCES PROTECTION (GORP) ACT!



The Gunnison Outdoor Resources Protection (GORP) Act is the collaborative product of a locally-driven, grassroots effort initiated in 2014. The Gunnison Public Lands Initiative (GPLI) drew together a coalition of stakeholders, representing diverse interests, and tasked them with developing a single vision for the protection and conservation of 1.7 million acres of public lands in Gunnison County. Stakeholders include groups in ranching, water, conservation, motorized recreation, mountain biking, hunting and angling. Recognizing growing visitation and uses on the Gunnison Basin, preserving the land for the benefit of the community was a top priority.

THE GORP ACT WOULD...

- Provide for a healthy, sustainable economy and clean water resources;
- Protect public lands for their natural, scenic, scientific, cultural, watershed, recreation, and wildlife values;
- Support historic uses of public lands in Gunnison County;
- Permanently withdraw from oil and gas development most surface-managed Bureau of Land Management (BLM) lands in the North Fork Valley portion of Delta County;
- Ensure continued public access to the Gunnison Forks (Pleasure Park) boat ramp.



BACKGROUND



2014: Gunnison Public Lands Initiative (GPLI) begins as a collaborative effort between stakeholders seeking to balance public lands management needs in Gunnison County.

2016: Gunnison Board of County Commissioners with the support of Senator Bennet's office convened the Gunnison Working Group for Public Lands.

2016 - 2017: Working Group meets monthly with the goal of developing a single, consensus based proposal. The initial GPLI report was released in January 2017.

2017- 2019: GPLI Working Group conducts extensive community outreach. As a result of these conversations, GPLI released a revised proposal in January 2019.

2019- 2022: With continued outreach, GPLI develops legislative recommendations based on their consensus proposal and delivers them to Senator Bennet's office.

2022: Based on GPLI's recommendations, Senator Bennet's office releases draft legislation, the Gunnison Outdoor Resources Protection Act or GORP Act.

2022: Western Slope Conservation Center (WSSC) leads local efforts in the North Fork Valley to encourage Sen. Bennet to include lands within Delta County in the GORP Act.

2022-2024: WSSC builds support from community members, local business owners, and the Town of Paonia to protect land in Delta County and the North Fork Valley Watershed as part of the GORP Act. In April 2024, the Delta County Commissioners formally supported the GORP Act.



Why is the GORP Act Important for the North Fork Valley?

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The GORP Act would provide for the long-term management of public lands in Gunnison County by recognizing Wilderness and designating other Special Management Areas (SMAs) which generally provide protections with a specific focus (e.g. Wildlife Conservation Area).

In Delta County, restrictions on new oil and gas leasing and development are a welcome new addition to the GORP Act, resulting in large part from WSCC's sustained advocacy efforts. If enacted, these protections will provide a direct clean air, water, and environmental benefit for the North Fork Valley community.

The North Fork Valley Watershed withdrawal would prevent oil and gas development on most surface-managed BLM lands in Delta County, which includes Jumbo Mountain and the Town of Paonia's source water area. The GORP Act also includes a No Surface Occupancy restriction on oil and gas development in the Currant Creek, Electric Mountain, and Elk Park Roadless Areas in the Grand Mesa, Uncompahgre, and Gunnison National Forests, providing additional certainty for significant landscapes in the North Fork Valley.

While this oil and gas withdrawal does not fully protect the entire North Fork Valley, it protects areas like Jumbo Mountain and the Town of Paonia's drinking water source areas, which are currently open to oil and gas development.

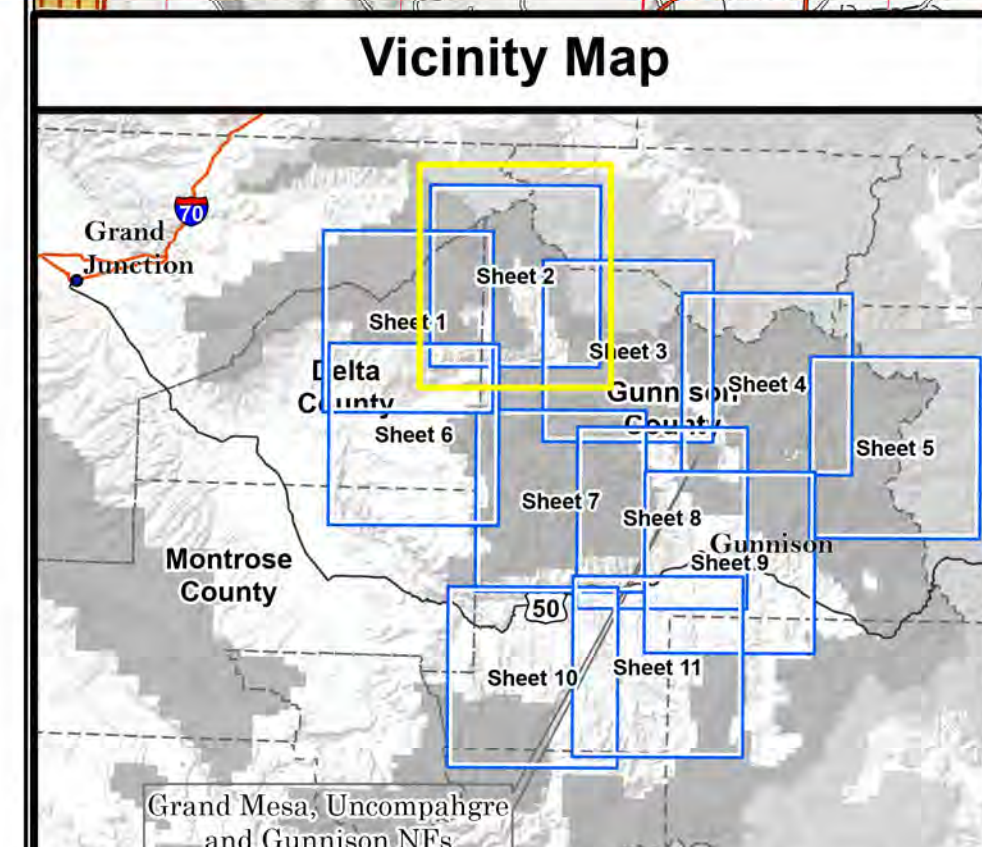
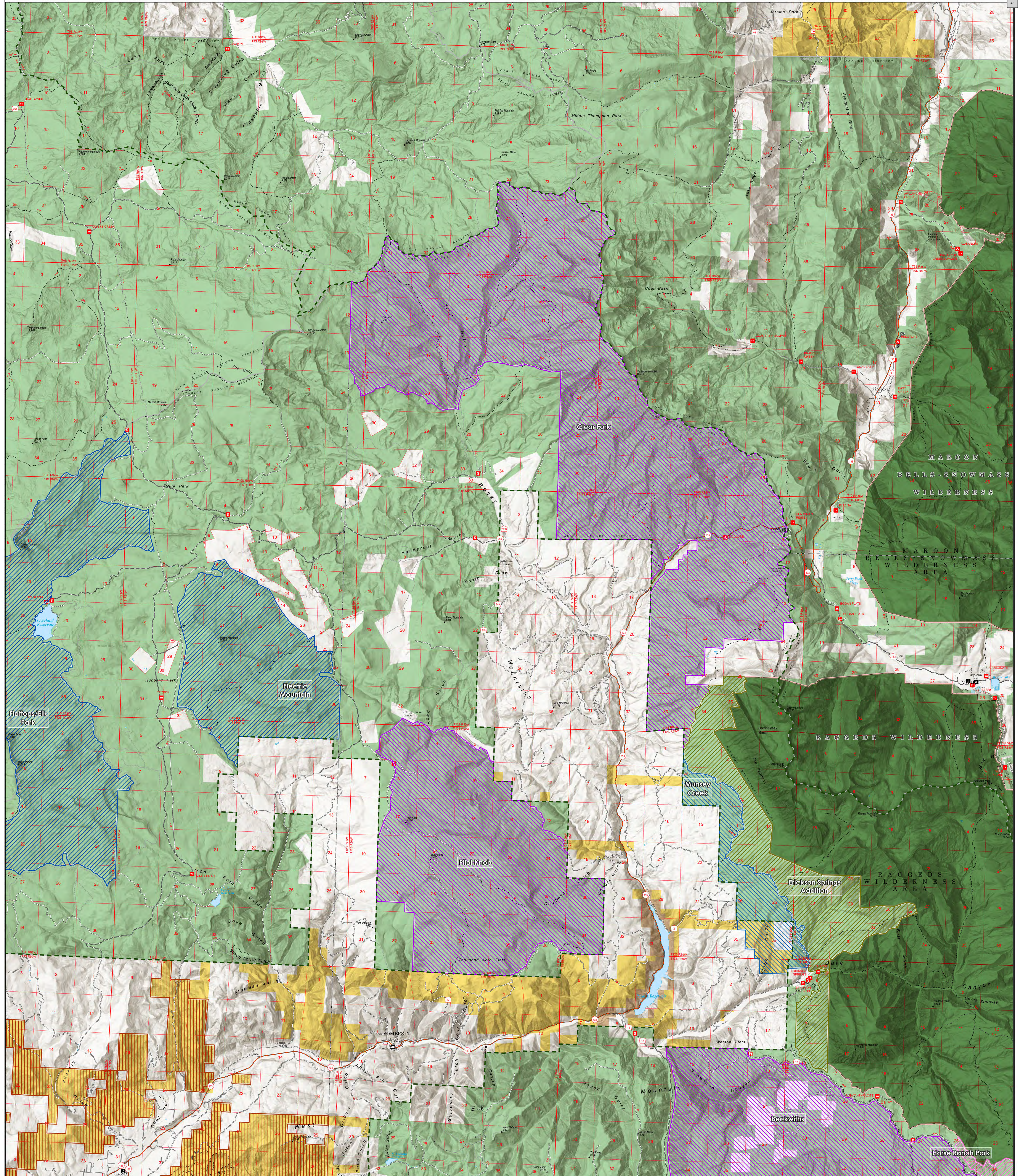
North Fork Valley GORP Act Areas

- **Lamborn Wilderness Addition** extends from the current West Elk Wilderness boundary, following the Roadless Area boundary west, to the Gunnison County line. **Erickson Springs Wilderness Addition** incorporates the Munsey-Ruby Stock Trail into the Raggeds Wilderness, from the existing Raggeds Wilderness boundary to the Raggeds Trail. A Wilderness designation prohibits new mining, drilling, or other extractive processes. It protects the natural and undeveloped character of the land and allows for only primitive (non-mechanized) recreation.
- **Pilot Knob and Clear Fork Special Management Areas** are generally in the upper North Fork watershed north of the town of Somerset and have important roadless and wildlife values.
- **Beckwiths Special Management Area and Horse Ranch Park Recreation Area** are in the Kebler Pass area off of the West Elk Loop Scenic Byway. They would be managed with an emphasis on conservation and recreation.
- **Munsey Creek Wildlife Conservation Area** provides for the potential development of the Crested Butte to Carbondale Trail while limiting new routes along the Raggeds Trail.
- Permanent protections for the **North Fork Valley Watershed** and ensured public access to the **Gunnison Forks boat ramp** to help enjoy it!

WESTERN SLOPE
CONSERVATION
CENTER



To find out more information on the GORP Act,
visit gorpact.org or reach out to
Chris at chris@theconservationcenter.org.



References
 The proposed GORP Act was developed by Senator Bennet's office in coordination with the Gunnison Public Lands Initiative (GPLI). All land ownership from the USDA Forest Service, Enterprise Data Warehouse (EDW). Background: ESRI, USGS.

Disclaimer
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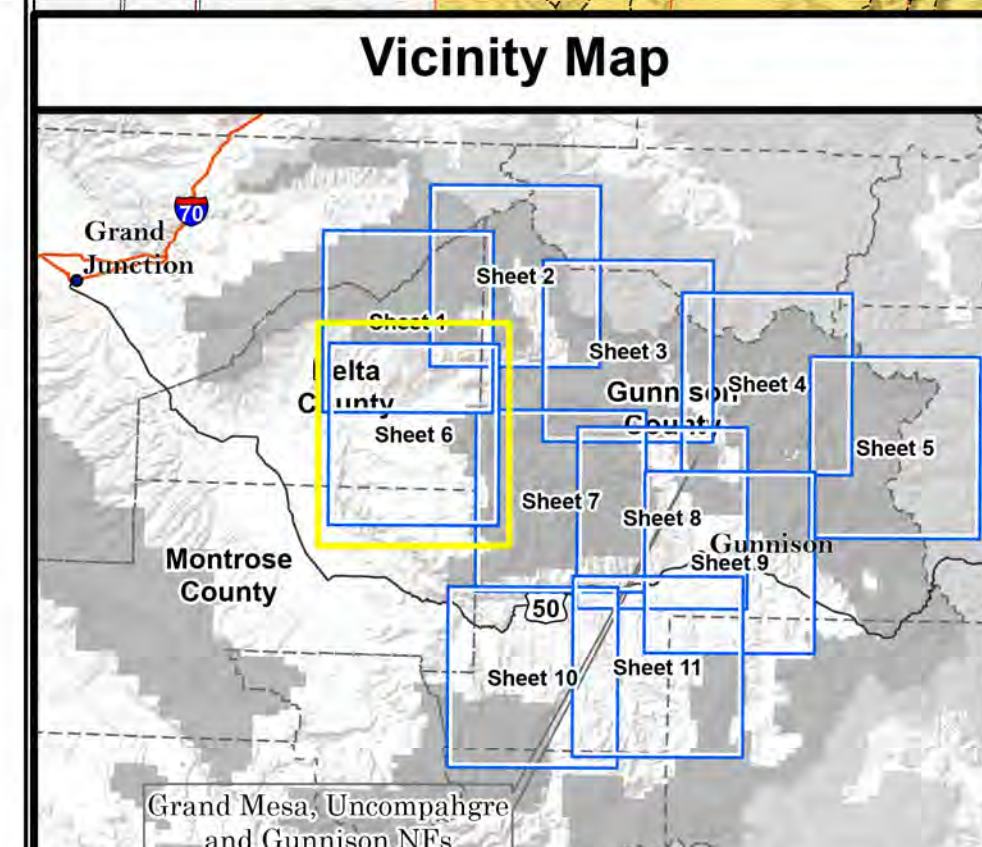
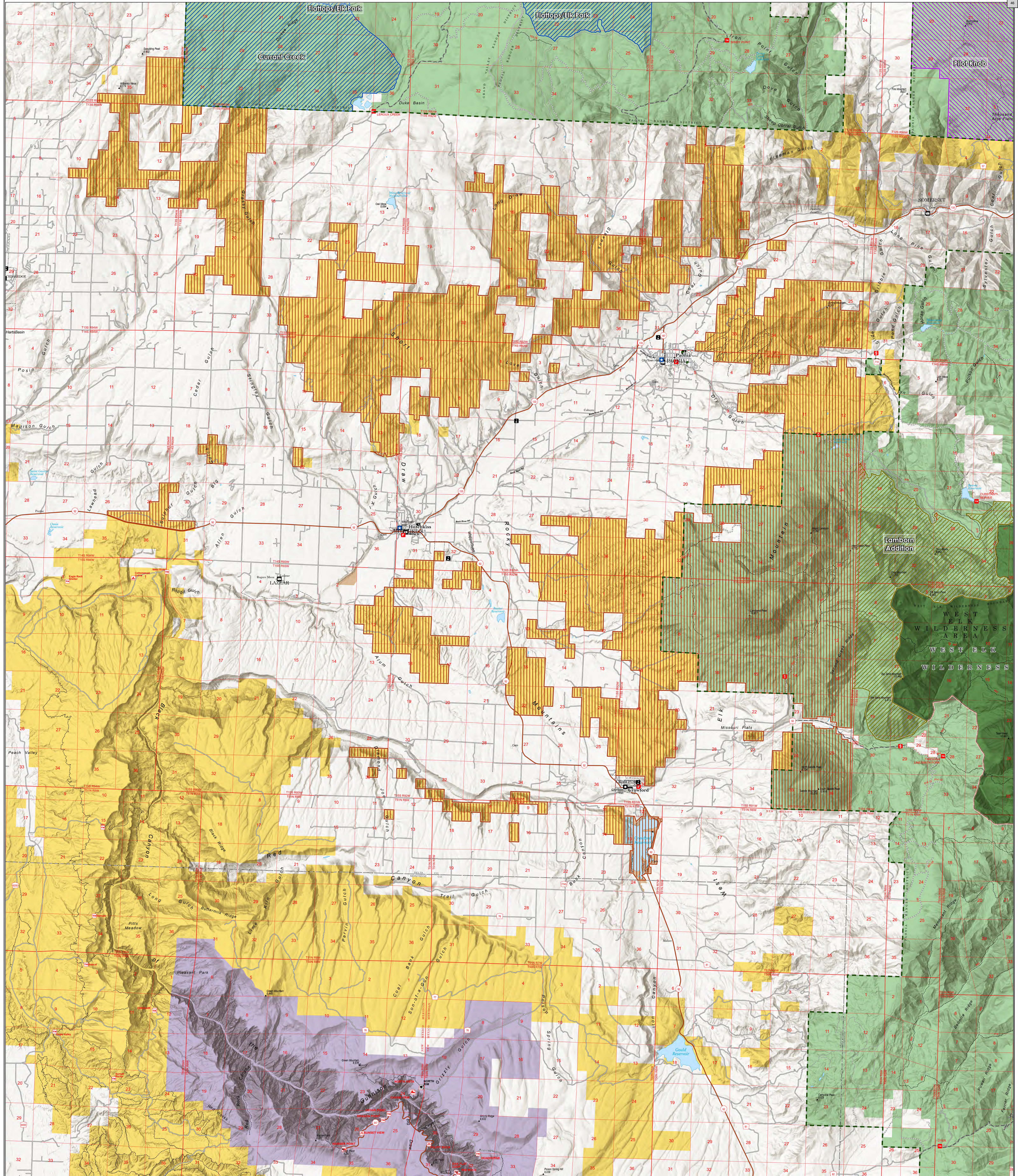
GORP Act - Proposed Units		Administrative Forest	
	Recreation Management Area (RMA)		Ranger District
	Special Management Area (SMA)		Wilderness
	Wilderness		County
	Wildlife Conservation Area (WCA)		Bureau of Land Management
	Oil and Gas Withdrawal		Other Federal
	Oil and Gas No Surface Occupancy		State, County and Local Government
			Private

Gunnison Outdoor Resources Protection Act (GORP)

Preliminary Legislative Map, 06/06/2024
Gunnison Outdoor Resources Protection Act,
Senator Michael Bennet, Colorado

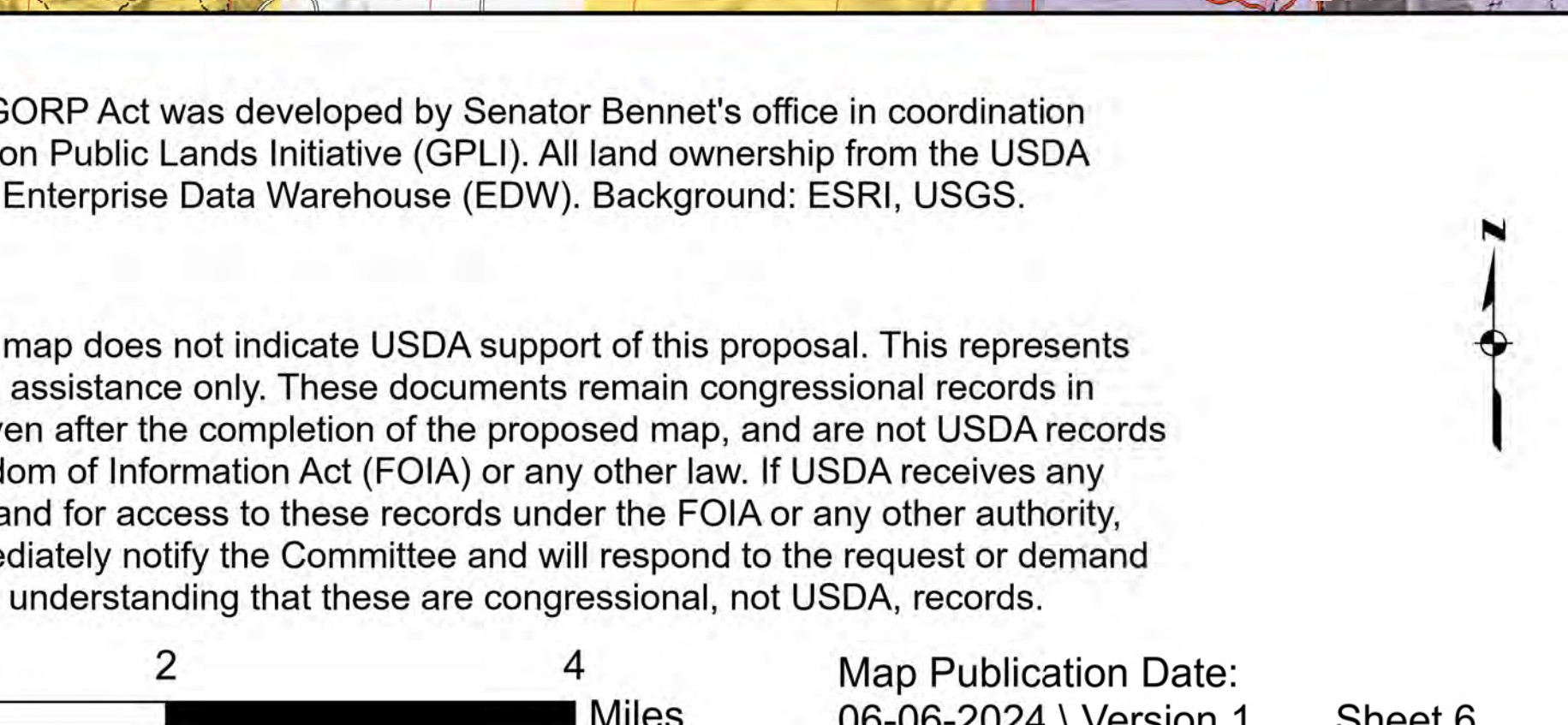
U.S. Forest Service - Rocky Mountain Region
 Grand Mesa, Uncompahgre and Gunnison National Forests
 U.S. Congressional District 3

Map prepared by U.S. Forest Service, Region 2,
 at the request of Senator Bennet, Colorado
 Copies of this map are available for public inspection in the Office of
 the Regional Forester, Rocky Mountain Region, Lakewood, Colorado.



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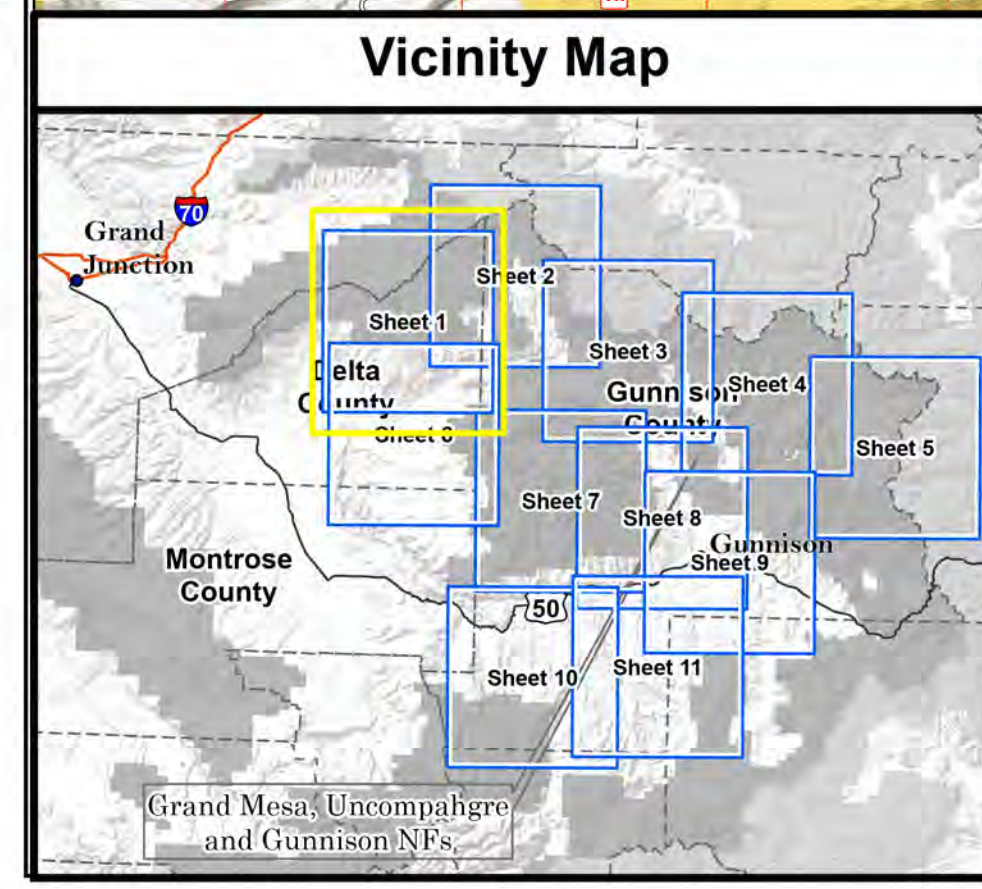
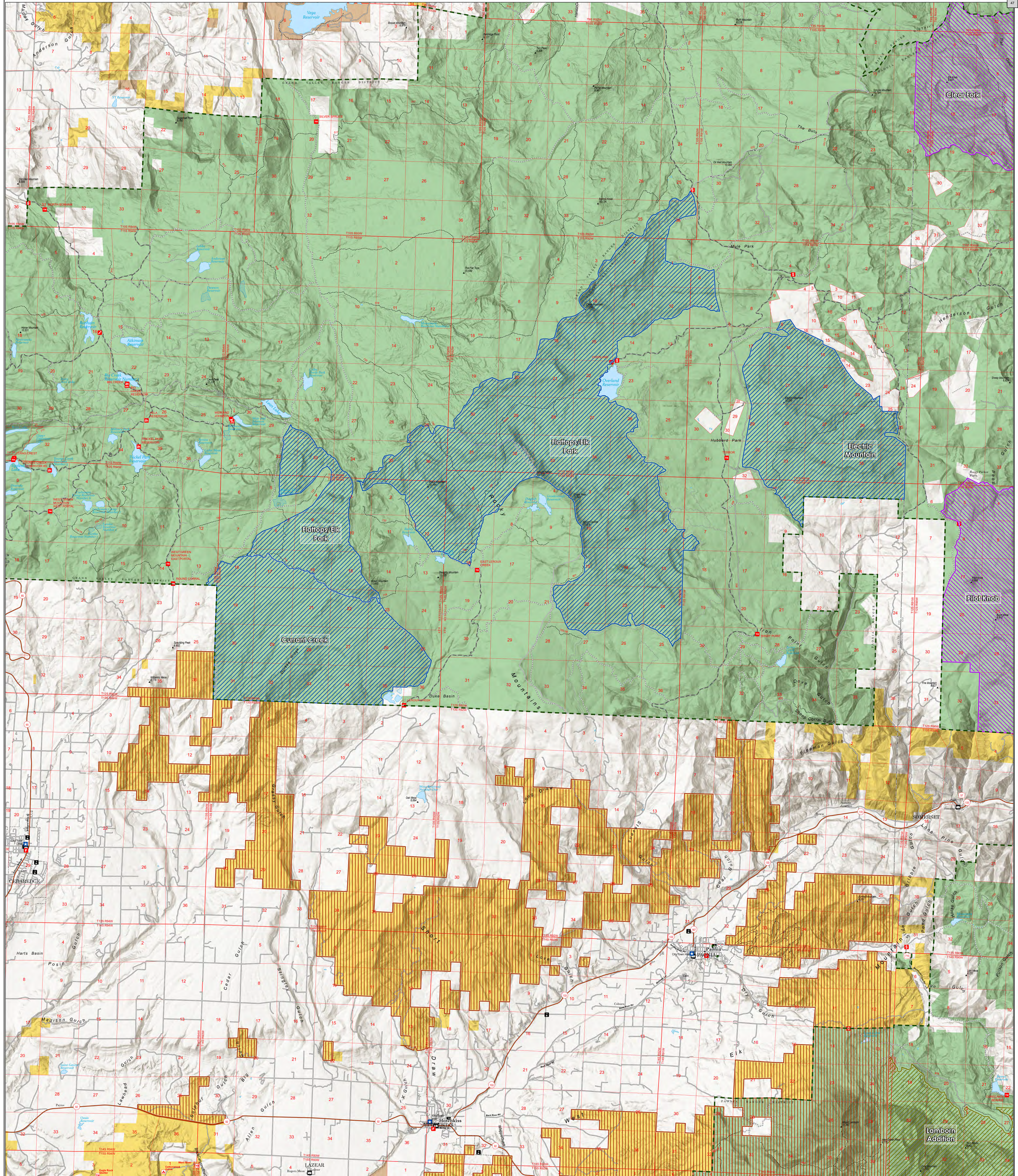
GORP Act - Proposed Units		Administrative Forest	
	Special Management Area (SMA)		Ranger District
	Wilderness		Wilderness
	Oil and Gas Withdrawal		County
	Oil and Gas No Surface Occupancy		Bureau of Land Management
			National Park Service
			Other Federal
			State, County and Local Government
			Private

Gunnison Outdoor Resources Protection Act (GORP)

Preliminary Legislative Map, 06/06/2024
Gunnison Outdoor Resources Protection Act,
Senator Michael Bennet, Colorado

U.S. Forest Service - Rocky Mountain Region
 Grand Mesa, Uncompahgre and Gunnison National Forests
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 Map Publication Date: 06-06-2024 | Version 1 Sheet 1

GORP Act - Proposed Units		Administrative Forest	
	Special Management Area (SMA)		Ranger District
	Wilderness		Wilderness
	Oil and Gas Withdrawal		County
	Oil and Gas No Surface Occupancy		Bureau of Land Management
			Other Federal
			State, County and Local Government
			Private

Gunnison Outdoor Resources Protection Act (GORP)

Preliminary Legislative Map, 06/06/2024
Gunnison Outdoor Resources Protection Act,
Senator Michael Bennet, Colorado

U.S. Forest Service - Rocky Mountain Region
 Grand Mesa, Uncompahgre and Gunnison National Forests
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**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #3 Consideration of Letter of Support and Partial Funding for the Western Slope Conservation Center for the Wildfire Ready Watersheds
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>WSCC is seeking support from the Town for the Wildfire Ready Action Plan through a partnership with the Colorado Water Conservation Board. The Town's participation in the plan will provide technical analysis to identify, reduce and mitigate post-wildfire hazards to important values at risk. Participate and support community wildfire planning already occurring, and provide a framework of funding for projects that protect and enhance natural infrastructure and built infrastructure.</p> <p>This is important for the Town to ensure that the watershed, infrastructure and Town is better positioned should a wildfire occur.</p> <p>WSCC Requests that the ToP commit to participate in planning by sharing relevant data, and attending monthly meetings (Staff member to be determined by the Town Administrator). WSCC also requests that the Town provide them with a Letter of Support and budget \$5,000 in FY-2025 budget for the Wildfire Ready Action Plan.</p>
BUDGET:	\$5,000 in FY-2025 Budget - Appropriate Line would be 60-50-20 Professional Services, since the Town is not managing the grant from CWCB, but is providing a cash match towards the project.
RECOMMENDATION:	<p>RECOMMENDED MOTION: I move to approve a Letter of Support for the Wildfire Ready Action Plan and commit the Town to participating with any requirements of the grant through the Colorado Water Conservation Board.</p>
ATTACHMENT:	<p>Attachment A: North Fork and Smith Fork, Wildfire Ready Action Plan powerpoint Attachment B: 01P_WRW Quick Start - WRAP (2) Attachment C: Town of Paonia, LoS DRAFT</p>

North Fork and Smith Fork Wildfire Ready Action Plan

LOCAL POST-FIRE SUCEPTIBILITY &
MITIGATION

WESTERN SLOPE
CONSERVATION
CENTER



COLORADO
Colorado Water
Conservation Board

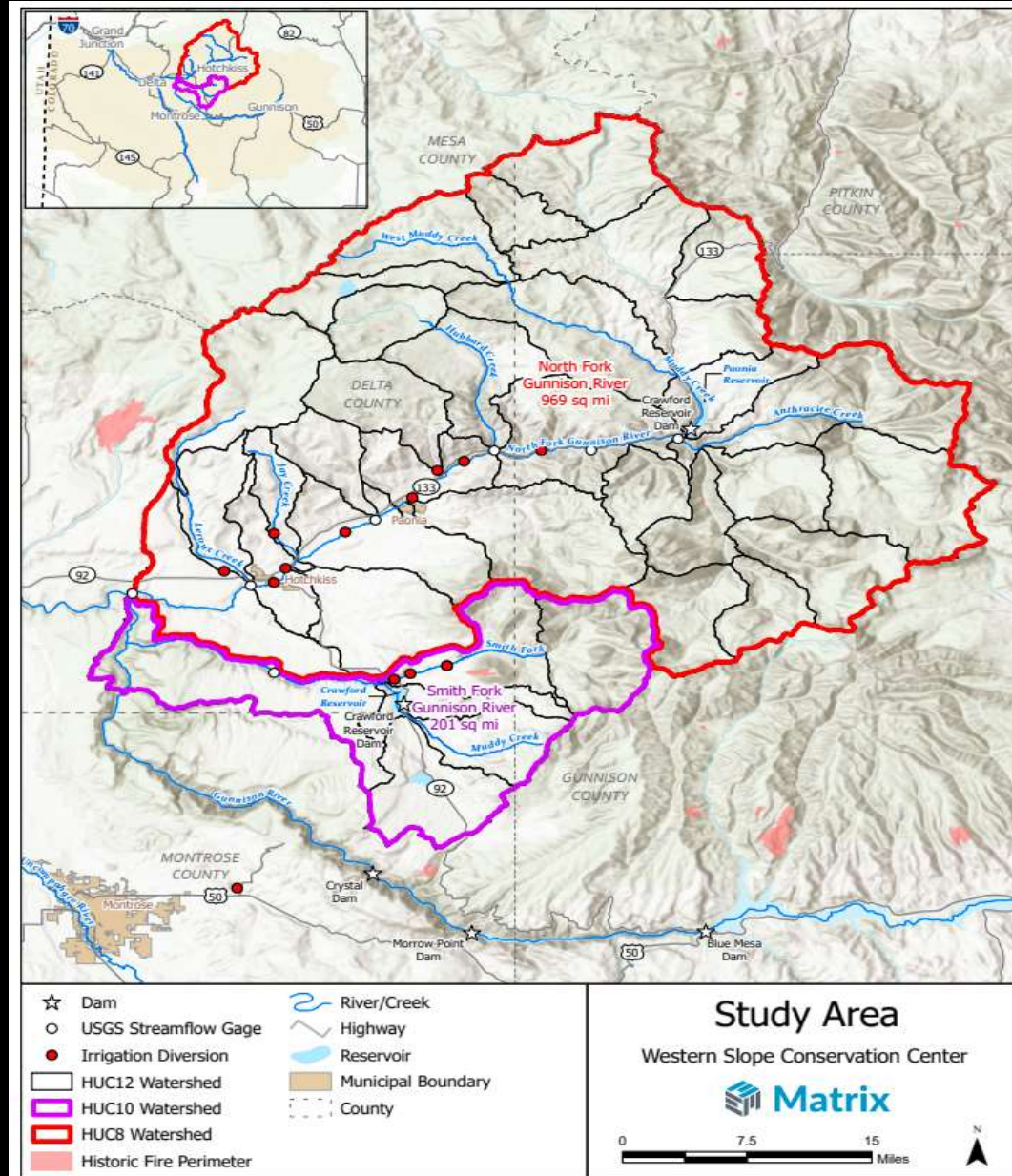
Department of Natural Resources



Wildfire Ready Action Plan

- Goals and Objectives
- Collaboration & Outreach
- Data Collection, Gap Analysis, & Development
- Post-wildfire Hazard Analysis
- Susceptibility Analysis to evaluate risk
- **Pre and Post-wildfire mitigation activities**



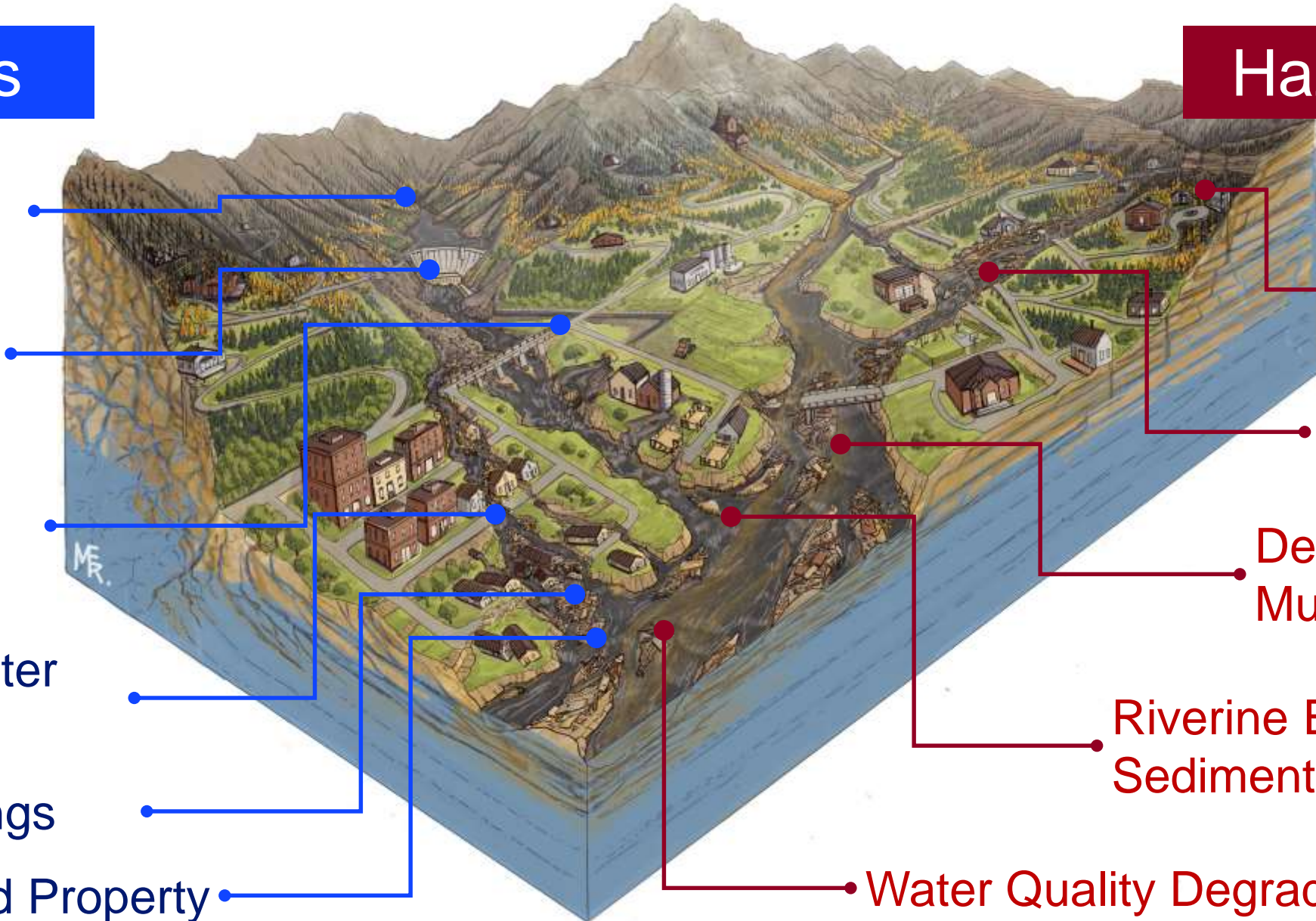




Values

Hazards

- Aquatic Ecosystems
- Reservoirs and Dams
- Agricultural Water Infrastructure
- Municipal Water Intakes
- Road Crossings
- Life and Property



- Hillslope Erosion
- Flooding
- Debris and Mud Flows
- Riverine Erosion & Sedimentation
- Water Quality Degradation



Project Types

Prescribed Fire

Warning Systems

Infrastructure Upgrades

Mulching, Seeding, Hillslope Control

Ecological Enhancements

Fluvial Opportunity Zones

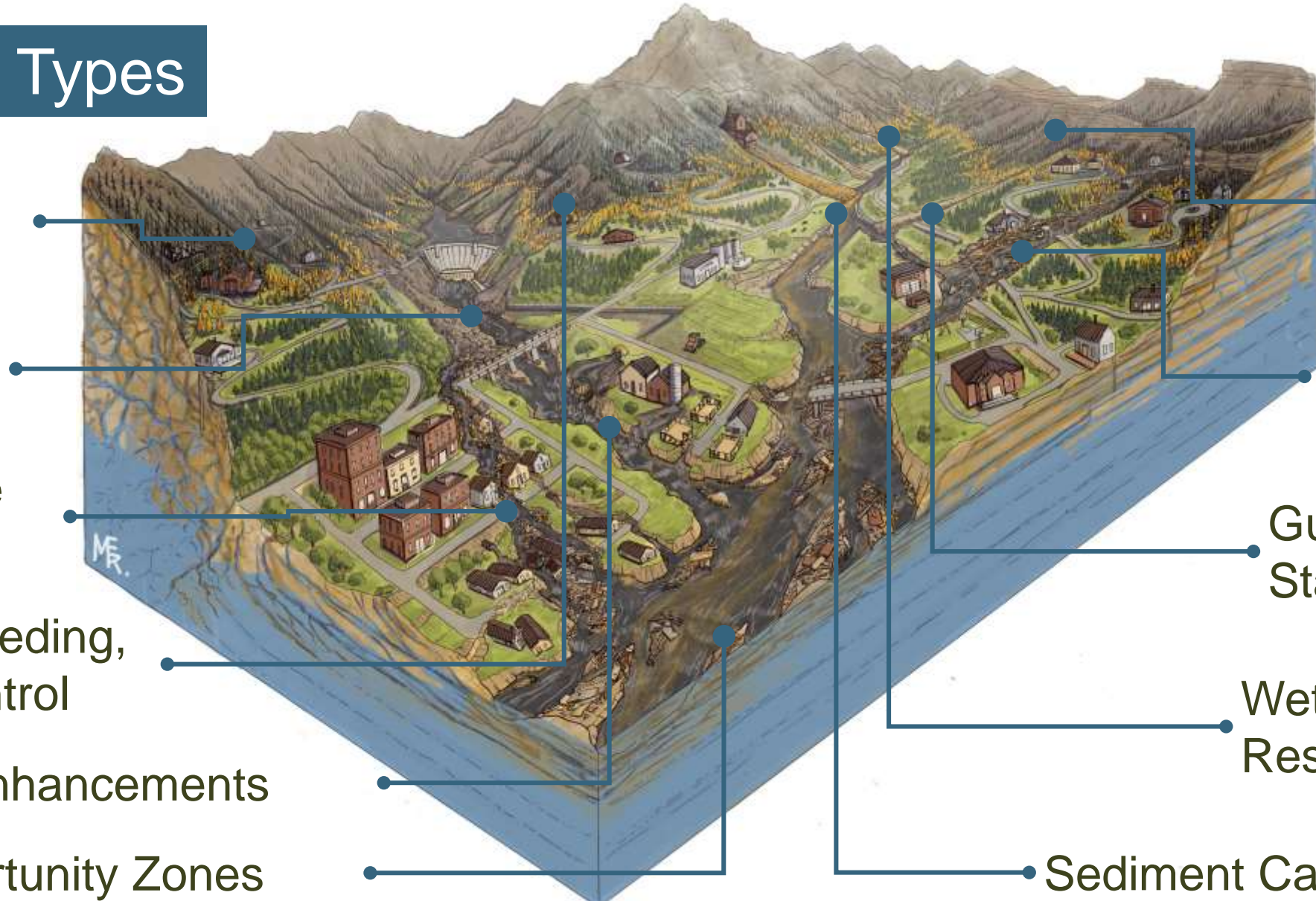
Forest Thinning

Flood Protection

Gully Stabilization

Wet Meadow Restoration

Sediment Catchment





Watershed Partners



- USFS Paonia Ranger District
- Delta and Gunnison County-Community Wildfire Protection Planning, Local Fire Districts
- West Region Wildfire Council
- Agricultural water users and ditch companies
- Domestic water companies
- Neighborhoods and HOAs



Benefits to Town of Paonia:

- Provide technical analysis to identify, reduce and mitigate post-wildfire hazards to important values at risk
- Participate and support community wildfire planning already occurring
- Provide a framework of funding for projects that protect and enhance natural infrastructure AND built infrastructure

Town of Paonia Request:

- Participate in the planning (share relevant data, attend monthly meetings)
- Letter of Support (draft version in packet)
- Allocate \$5,000 into FY 2025 budget for Wildfire Ready Action Plan



WESTERN SLOPE
CONSERVATION
CENTER



Wildfire Ready Action Plans

Website

wildfirereadywatersheds.com



HOME STATEWIDE STUDY WRW ACTION PLAN RESOURCES CONTACT US

WILDFIRE READY WATERSHEDS



COLORADO
Colorado Water
Conservation Board
Department of Natural Resources

Working to understand the susceptibility of Colorado's watersheds to post-wildfire impacts and to plan and prepare for them- ***before fires occur.***

Questions?

Jake Hartter, WSCC

Jake@theconservationcenter.org

OVERVIEW

Wildfires are devastating natural disasters that can occur unexpectedly within a community, which may not have plans in place to mitigate or respond to both the direct impacts from a fire as well as the numerous hazards following a fire. This lack of preparedness has been recognized as a significant challenge by agencies at both the federal and state level in Colorado, particularly following the 2020 wildfire season that saw three of the largest wildfires in Colorado history. Several critical lessons have been learned through recent post-wildfire recovery efforts in Colorado including:

"CWCB supports communities in characterizing the susceptibility of their watersheds...to post-fire impacts before a wildfire occurs."

- 1. Time is of the Essence:** Following a wildfire, it is critical that recovery efforts and implementation of mitigation measures begin immediately. Watershed recovery response time can be reduced if mitigation efforts occur before rainfall events result in hillslope and gully erosion, flooding, debris flows, and delivery of contaminated waters to downstream reservoirs and communities. Delays in implementing mitigation may result in loss of life and significant damage to property. The most effective way to mitigate these hazards is to identify and mitigate post-fire risk before a fire occurs.
- 2. Successful Post-Fire Hazard Mitigation Takes Time:** Considerable time and effort is required to collect and analyze relevant data, perform post-fire hazard evaluations, and plan and implement hazard mitigation. The WRW program seeks to address this constraint by accelerating these strategies and efforts, performing them in advance of a wildfire.
- 3. Point-of-Impact vs. Watershed Scale Improvements:** After a wildfire, everything moves quickly. The rapid schedule of implementing post-fire mitigation measures, funding time constraints, and available resources all influence the types of recovery actions that can be implemented under many post-wildfire recovery programs. As such, mitigation projects are often limited to point-of-impact type projects such as sandbags, stream bank protection from erosion, trash and debris catchers, replacement of culverts with low water crossings, and erosion control. Post-fire response may not be able to tackle watershed-level strategies that seek to maximize the natural and beneficial function of our watersheds.



Photo of Calwood Wildfire in the summer of 2020. Credit: Malachi Brooks.

Wildfire Ready Watersheds Framework Planning

Recognizing the challenges associated with post-fire risk assessment and recovery efforts, the Colorado Legislature directed the Colorado Water Conservation Board to create and implement the Wildfire Ready Watersheds (WRW) program. Under WRW, CWCB supports communities in characterizing the susceptibility of their watersheds, and the gray and natural infrastructure within them, to post-fire impacts **before a wildfire occurs**. It also supports communities to create pre- and post-fire mitigation plans, thus preparing them for post-fire impacts and identifying and prioritizing actions that can be taken today before a wildfire.

The evaluations and procedures used in post-fire recovery planning can also be performed before a wildfire occurs based on prediction of burn severity and extent. Planning before a wildfire occurs can lead to better and more streamlined implementation of projects to mitigate the effects of post-fire hazards.

At a statewide scale, the WRW program has developed an overview of susceptibility of values-at-risk to post-fire hazards. That information can be found on the WRW website (www.wildfirereadywatersheds.com). This statewide evaluation provides an indication of which watersheds have low, moderate, and high susceptibility to post-fire hazards across different categories of hazards and values-at-risk. This statewide risk assessment was conducted at a coarse scale and does not provide community or neighborhood level data. Additional studies and planning efforts are needed to characterize post-fire susceptibility at the community scale and develop actionable mitigation plans that can be implemented today or in the aftermath of a wildfire.

In order to assist this critical community-level planning, the WRW Framework was developed to guide communities and their watershed stakeholders to complete a **Wildfire Ready Action Plan (WRAP)**. The WRAP is a planning process that develops two types of implementation plans:

- ▶ **Pre-disaster Preparedness Plan.** A plan that considers susceptibility and identifies projects and mitigation that can occur **before a wildfire occurs**.
- ▶ **Post-Disaster Preparedness Plan.** A plan to address threats to life and property **after a wildfire occurs**.

PRE-DISASTER VS. POST-DISASTER ACTIONS

After a wildfire, everything moves quickly. The rapid schedule of implementing post-fire mitigation measures, funding time constraints, and available resources all influence the types of recovery actions that can be implemented under many post-wildfire recovery programs. As such, mitigation projects are often limited to point-of-impact type projects such as sandbags, stream bank protection from erosion, trash and debris catchers, replacement of culverts with low water crossings, and erosion control. Post-fire response may not be able to tackle watershed-level strategies that seek to maximize the natural and beneficial function of our watersheds.

WRW seeks to address this issue by seeking not only to develop a plan to implement mitigation after a fire occurs (Post-Disaster Preparedness Plan), but to develop a plan to implement watershed- or corridor-scale projects that mitigate post fire hazards before a fire occurs (Pre-Disaster Preparedness Plan). These pre-disaster actions are meant to be multi-benefit, not only addressing post-fire hazard, but also improving watershed and stream function.

This Fact Sheet provides an introduction and overview to planning for post-wildfire hazards and the development of mitigation strategies as well as the development of pre- and post-wildfire mitigation and implementation plans; in short, a primer to implement a Wildfire Ready Action Plan.

POST-FIRE HAZARD RESPONSE AND MITIGATION PLANNING

POST-FIRE RESPONSE

Following a wildfire, affected stakeholders come together and coordinate with federal and state partners to determine what recovery funding is available, funding requirements, and how quickly funding can be made available for recovery planning and implementation. Some communities may have already been through the disaster recovery process, having established relationships with agencies and institutional knowledge regarding recovery programs. However, with staff turnover, the infrequency of disasters, and funding program updates over time, communities may often be starting from scratch in their post-fire recovery planning.

"WRW seeks to address this by performing many of the same analyses and planning prior to a wildfire to provide a significant head start for communities facing post-fire scenarios."

If a community develops their own post-fire response and mitigation plan, that is updated with some frequency, they can begin work now to prepare for a future fire. In order to identify the funding needs related to a wildfire recovery program, four fundamental efforts must occur. These include:

1. Values-at-Risk Identification
2. Post Fire Hazard Analysis and Mapping
3. Susceptibility Analysis (intersection of values-at-risk and hazards)
4. Mitigation Planning and Implementation

Typically, these four efforts are completed following a wildfire. However, the time to act and implement recovery prior to rainfall occurring on the burned watershed is short. Therefore, it is important to identify ways to



Post-fire burn severity assessment following the Cameron Peak Fire in 2020. Credit: USFS.

reduce time required for data collection and analysis, project planning, and implementation. WRW seeks to address this by performing many of the same analyses and planning prior to a wildfire to provide a significant head start for communities facing post-fire scenarios.

VALUES-AT-RISK IDENTIFICATION

To determine where post-fire hazard risk exists following a fire, planning teams will be looking to GIS professionals, agency staff, and local community leaders to provide comprehensive data sets regarding values-at-risk including property, infrastructure, critical facilities, community values, environmental hazard sites, sensitive environmental resources, and other important assets or features that may be affected by post-fire hazards. Creating an organized repository of this information before a wildfire can serve as a foundation to inform pre-fire mitigation planning, active fire suppression and mitigation strategies, and post-fire recovery actions. See the GIS PREPAREDNESS FOR WILDFIRE PLANNING AND RECOVERY fact sheet for more information.

Data sets for infrastructure and property come in a variety of scales and quality. Datasets collected at the local level are often the most desirable; however, state and national data sets provide additional insight to where values at risk are located. As part of the WRW program, communities may be able to leverage existing datasets of their values-at-risk and/or collect new ones. Values-at-risk data can be wide-ranging and variable based on the fire-affected area, but can include:

- ▶ Water Resources Infrastructure
- ▶ Private Property
- ▶ Critical Facilities
- ▶ Transportation
- ▶ Municipal Water Infrastructure
- ▶ Sensitive Watersheds
- ▶ Power Infrastructure
- ▶ Communications Networks
- ▶ Contaminated Sites
- ▶ Natural Infrastructure and Values
- ▶ Community Resources
- ▶ Agriculture and Food Production

This list is not comprehensive and assets, infrastructure, and values-at-risk may differ depending on the community impacted by the wildfire. These categorizations and the associated **WRW GIS Preparedness Matrix** provide a starting point for GIS professionals to build an extensive values-at-risk database to support both post-fire recovery and pre-fire susceptibility and mitigation planning.



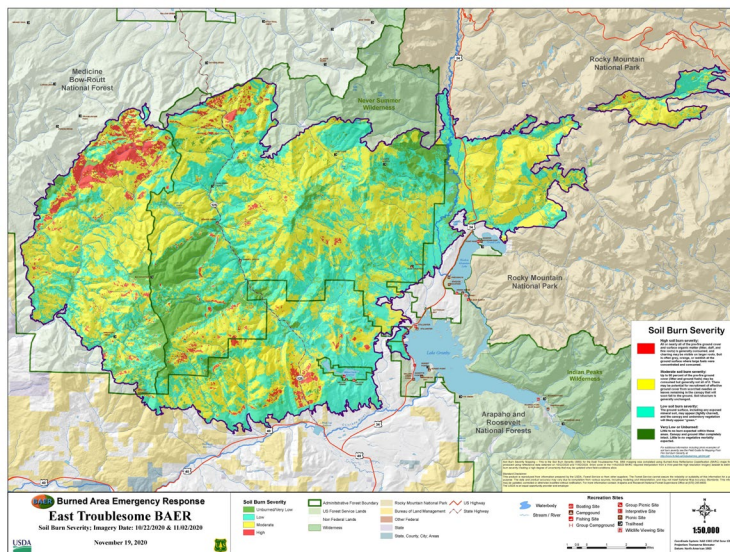
HAZARD ANALYSIS AND MAPPING

Burn Severity

The starting point for most wildfire recovery efforts is mapping the spatial extent and severity of burned areas within the fire’s footprint as developed by a Burn Area Emergency Response (BAER) team. Once this burn severity map is developed, a wide-array of evaluations seek to determine where post-fire hazards will present the most significant risk to life and property. The WRW program asks communities to evaluate post-fire hazards before a fire occurs, that is, before a burn severity map has been created by the BAER team. To do this, a number of modeled or predicted burn severity spatial data can be used and interpreted by professionals in place of post-fire burn severity mapping. Alternatives for post-fire burn severity mapping include:

- ▶ Fire Severity Mapping System project ([FireSev](#)),
- ▶ Statewide Colorado State Forest Service burn probability and burn intensity estimates found in the [Colorado Forest Atlas](#), and
- ▶ [FlamMap](#), a fire behavior mapping and analysis program that computes potential fire behavior characteristics (spread rate, flame length, fireline intensity, etc.).

Planners can also make assumptions about burn severity (low, moderate, high) to determine a full range of hazard outcomes from a potential wildfire and identify watersheds that may be more or less sensitive to wildfire impacts.



Burn severity estimate for the East Troublesome Wildfire in Grand County, Colorado. Credit: USFS, Burned Area Emergency Response (BAER) Team.

Hazard Modeling and Mapping

Post-fire hazards include increased runoff and flooding, erosion and deposition along stream corridors, alluvial fan deposition, hillslope and gully erosion, debris flows and mudslides, and water quality degradation. Each one of these hazards require some level of analysis. Some can be rapidly developed or identified at a coarse scale, while others require more time to develop models and derive data to understand where the hazards will occur. For more information regarding post-fire hazards and evaluations, see the associated WRW fact sheets:

- ▶ **Flood After Wildfire**
- ▶ **Erosion and Sediment After Wildfire**
- ▶ **Debris Flow after Wildfire**
- ▶ **Fluvial Hazard Zones after Wildfire**
- ▶ **Post Fire Hazards and Water Infrastructure**

WILDFIRE READY ACTION PLAN



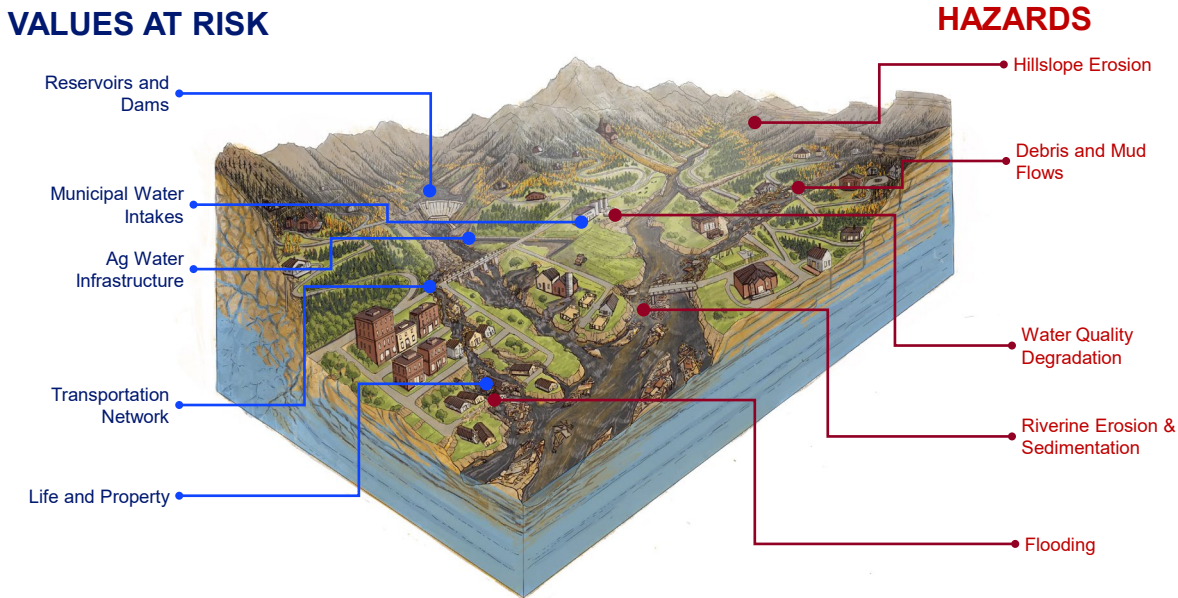
► **Water Quality after Wildfire**

In some cases, pre-fire hazard identification may have already occurred and be available for communities as a starting point for determining post-fire hazards. For example, FEMA provides Special Flood Hazard Area (SFHA) Mapping for many communities as part of the National Flood Insurance Program (NFIP). Although FEMA floodplain mapping does not take into account increased runoff from post-fire conditions, it is a good starting point for understanding post-fire flood risk. Other available hazard data include the Colorado Geological Survey who have produced debris flow footprint maps for select areas around the state as well as [Fluvial Hazard Zone](#) maps which are available in some Colorado communities.

SUSCEPTIBILITY ANALYSIS

The previous two sections discuss how to identify values-at-risk and potential post-fire hazards. The susceptibility analysis discussed here links or intersects these two datasets to identify what values-at-risk are susceptible to various post-fire hazards. If a value-at-risk is susceptible to post-fire hazards then it is likely to experience harm from that hazard. The following is an exploration of hazards and risk, all of which inform susceptibility.

The purpose of the hazards evaluations is to determine where hazards exist, both within and downstream of a burned watershed. Although post-fire hazards may be significant and hillslopes and stream corridors may experience the effects of these hazards, they do not become a risk until it is determined that they impact (intersect) with values-at-risk (property, infrastructure, and resources) or pose a direct risk to life and safety. Risk is defined as the probability of a hazard occurring multiplied by the consequence or the harm caused by the hazard. In other words, a hazard is



Graphic displaying typical values-at-risk and associated post-fire hazards. This is the foundation for performing a Wildfire Ready Action Plan (WRAP) under the Wildfire Ready Watersheds program. Credit: Maisie Richards. Graphic developed under CWCB WRW Program.

anything that can cause harm and risk is how great the chance and severity are that something or someone will be harmed by that hazard.

The values-at-risk identification task described above seeks to provide an understanding of where hazards pose threats to life and property and supports the effort of recovery managers in determining what mitigation measures might be implemented to protect those values. Using both the compiled hazards and values-at-risk data sets, the recovery team, composed of specialists in post-fire hazards and GIS, can work together to perform a spatial analysis overlaying hazards and values-at-risk to determine overall risk or susceptibility.

Risk Assessment

This step in the planning process provides an understanding of where hazards will most severely impact life and property. Typical impacts that are evaluated in this analysis include:

- ▶ Loss of life
- ▶ Flooding and flood damage
- ▶ Impacts to water resources infrastructure, both storage and delivery systems
- ▶ Dam failure (jurisdictional and non-jurisdictional)
- ▶ Transportation and utility interruptions
- ▶ Debris and fluvial impacts (mudflow and rockfall)
- ▶ Water quality and quantity (short-term and long-term impacts)
- ▶ Air quality
- ▶ Natural resource loss
- ▶ Economic (business closures, loss of property, wages, time)

Using the results of the intersection of hazards and values-at-risk, the planning team can assess risk, ability to mitigate impacts, and the type of mitigation that may protect life and property. The susceptibility and post-fire risk analysis should include specific detail regarding:

- ▶ A summary of consequences that may occur due to adverse impacts from hazards for each class of infrastructure with detail for each high value asset,
- ▶ Redundancy of systems (or lack thereof),
- ▶ Whether the value is easily repaired or replaced if damaged,
- ▶ If the post-fire hazard can be reasonably mitigated and a brief description of how,
- ▶ Whether hazards may require closing of roads or bridges,
- ▶ If emergency access or evacuation is prevented or will require special measures such as air support, and
- ▶ Other community specific details regarding the adverse impacts or consequences of post-fire hazards.

Identifying these impacts before a fire provides opportunities for pre-fire mitigation and also allows recovery specialists the ability to access these data before, during, and after a fire occurs. This information can be used to inform firefighting strategies and actions, such as identifying critical watersheds for fire suppression, and can be used for post-fire recovery to evaluate mitigation measures. These data can also inform programs such as the NRCS Emergency Watershed Protection Program that requires that Damage Survey Reports be prepared within 60 days of a community request for assistance.

MITIGATION/PROTECTION PLANNING AND IMPLEMENTATION

Based on desktop risk assessments and field evaluations, planning and recovery professionals can develop action plans to provide mitigation for post-fire hazards providing protection of life and property. The WRW program outlines two types of action plans that communities and stakeholders develop as part of a WRAP:

5. Pre-disaster Preparedness Plan. A plan that considers susceptibility and identifies projects and mitigation that can occur **before a wildfire occurs**.
6. Post-Disaster Preparedness Plan. A plan to address threats to life and property **after a wildfire occurs**.

A **Quickstart Guide** providing an overview of mitigation actions and best practices a community should consider to reduce threats to life and property from post-fire hazards has been developed as part of the WRW Framework documentation. Both action plans will provide a summary of the hazards, values-at-risk, and overall susceptibility from post-fire hazards, and will include actions that can be taken by communities before and after a fire occurs.

- ▶ Actions identified in the plans will provide important information including:
 - ▶ Project location (coordinates)
 - ▶ Project description
 - ▶ Action/Mitigation measures proposed
 - ▶ Estimated cost of proposed action
 - ▶ Permitting requirements
 - ▶ Prioritization. This attribute may vary, but might best be used reflecting NRCS terminology such as exigent, high, moderate, low (least severe).
 - ▶ Schedules

The project data developed in completing these plans can then be used to develop budgets, implementation plans, and track progress on construction.

CONCLUSION

Many of the same analyses and planning processes can be followed both prior to and after a wildfire occurs to identify mitigation opportunities. However, the ability to implement larger, more holistic, stream corridor or

watershed scale projects is limited following a fire. It is easier to identify and implement multi-benefit projects prior to a wildfire occurring. The Wildfire Ready Watersheds program and framework provides an opportunity for communities and stakeholders to become more aware of post-fire hazards and risks and to prepare and implement comprehensive mitigation and recovery plans with targeted efficiency and urgency.



[DATE]

Town of Paonia
214 Grand Ave.
Paonia, CO 81428

Chris Sturm
Watershed Program Director
Colorado Water Conservation Board
1313 Sherman St., Rm 271
Denver, CO 80203

**RE: Colorado Wildfire Ready Watersheds Program;
Letter of Support, North Fork and Smith Fork of the Gunnison, Wildfire Ready
Action Plan**

Mr. Sturm and the Colorado Water Conservation Board,

Please accept this letter in support of the Western Slope Conservation Center’s (WSCC) application to the Wildfire Ready Watersheds program to develop a Wildfire Ready Action Plan for the North Fork and Smith Fork of the Gunnison river watersheds. Paonia, Colorado is a statutory town in Delta County with a population of 1,633 located at the base of the West Elk Mountains adjacent to large areas of public and private lands that are susceptible to wildfire. The Town gets its domestic water from spring sources located in the foothills of the West Elks.

Wildfire represents a significant danger to our spring water infrastructure, domestic water facilities, as well as housing and commercial structures within the town. Mitigating negative impacts such as post fire soil erosion, rainfall runoff, and other fluvial hazards are a high priority to the Town of Paonia.

The Town of Paonia is fully supportive of the Western Slope Conservation Center’s application for funding under CWCB’s Wildfire Ready Watersheds Program and will be a valuable participant in such a program. In addition, the Town of Paonia intends to allocate up to \$5000 into its 2025 fiscal year budget that will go towards the North Fork and Smith Fork, Wildfire Ready Action Plan project.

Respectfully submitted,

[SIGNATURE,
NAME/ TITLE OF SUPPORTER]



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
MAYOR REPORT**

AGENDA ITEM:	Consideration of the Town Administrator's Resignation Letter
SUBMITTED BY:	Paige Smith, Mayor
DATE:	August 27, 2024
BACKGROUND:	<p>On July 29, 2024, Administrator Wynn submitted his letter of resignation with a 45-day notice as required by Subsection 5.(d) of his Employment Agreement with the Town of Paonia. His last day would be Thursday, September 12, 2024, should that be the wish of the Board of Trustees.</p> <p>Therefore, the Board of Trustees must determine if they choose to accept or reject his resignation. Such decision must be made in public by a vote of the Trustees.</p>
BUDGET:	N/A
RECOMMENDATION:	Motion to “accept” or “reject” Administrator Wynn’s resignation.
ATTACHMENT:	July 29, 2024, resignation letter from Administrator Wynn

M: (574) 514-3294

E-Mail: sabwynn@gmail.com

Mayor & Board of Trustees
214 Grand Avenue
Paonia, CO 81428

7/29/2024

Mayor & Trustees,

Upon welcoming a new Board in April of this year, myself and Staff were very excited to bring on new team members. We've accomplished many things since my arrival and fixed many broken processes. However, there is one thing that we could not fix and that is the propensity of former Trustees and Planning Commission members to behave errantly, disparage staff and generally disregard any civility and decorum that you have established.

Since April, Trustee William Brunner has engaged in general disregard for the established practices of this Board, and aided Suzanne Watson as a Planning Commissioner to participate in unethical conduct. Over the last few trainings, both Suzanne Watson and William Brunner have attempted to change or rewrite history through comments for a rezoning decision that William Brunner has a direct financial and personal interest in.

During this evening's Planning Commission training with CIRSA, it became apparent that William Brunner and Suzanne Watson have not heard any of the trainings that have been presented and will continue their errant and flippant behavior. Tonight was the culmination of enduring weeks of disparaging, slanderous comments. This has been perpetrated after reporting to you the truth about the situation.

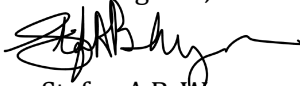
Even more, since becoming a Trustee, William Brunner has refused to use the Town-provided email address and instead has used his own domain: bill@paoniatruster.com. That email has difficulty receiving documents from Staff, and it has become apparent that William Brunner has no intention of complying with Town procedures.

Even further, William Brunner in both his capacity as an adjacent property owner and in his official capacity as a Trustee has placed CORA requests for the property that was rezoned and that currently has an application for another quasi-judicial hearing. In his first CORA request, he included a line that intimated his intention to place a daily CORA request until the application was denied.

In addition to the situation this evening, William Brunner and Suzanne Watson have routinely harassed and bullied staff, including myself. If you recall, William Brunner did not want to reappoint me as the Treasurer at his first meeting. In light of the constant weekly attacks on both my professional ability and my character, I no longer believe that I can continue to successfully lead the organization.

I offer my resignation as both the Town Administrator and the Treasurer, §5 (d) of the employment agreement gives the path forward for considering such resignation after receiving a forty-five (45) day written notice. I fully intend for my last day to be Thursday, September 12, 2024, should that be the wish of the Board of Trustees.

Best Regards,



Stefen A.B. Wynn

**TOWN OF PAONIA, COLORADO
RESOLUTION NO. 2024-12**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, DECLARING A VACANCY ON THE BOARD OF TRUSTEES

WHEREAS, the Town of Paonia (the “Town”) is a statutory town in Delta County, Colorado;

WHEREAS, with respect to a vacancy on the Board of Trustees, C.R.S. § 31-4-303 provides in part:

The board of trustees has the power, by appointment, to fill all vacancies in the board or any other office, and the person so appointed shall hold his office until the next regular election and until his successor is elected and has complied with section 31-4-401. The board also has the power to fill a vacancy in the board or in any other elective office of the town by ordering an election to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401. If a vacancy in the board or in such other elective office is not filled by appointment or an election is not ordered within sixty days after the vacancy occurs, the board shall order an election, subject to the municipal election code, to be held as soon as practicable to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401....

(emphasis added);

WHEREAS, Section 2-2-10(e) of the Town of Paonia Municipal Code (the “Code”) provides, in part, that “The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board of Trustees or in any other elected office, and the person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified”;

WHEREAS, at the Board of Trustees Special meeting on August 15, 2024, Trustee William Brunner was removed from the Board by a majority vote 4-1.

WHEREAS, accordingly, the Board of Trustees wishes to declare a vacancy on the Board of Trustees, as set forth herein.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO:

1. Recitals. The foregoing recitals are incorporated herein as findings of the Board of Trustees.

- 2. Board of Trustees Vacancy. As a result of Trustee Brunner being removed from his Trustee position, the Board of Trustees hereby declares a vacancy on the Board of Trustees effective as of the date of approval of this Resolution.
- 3. Filling of Vacancy. It is the Board’s intention that such vacancy be filled by appointment not later than 28 days from the approval of this Resolution – that is, not later than September 24, 2024; however, the Board shall have until the statutory deadline to make such appointment, at the Board’s discretion. The Board will order a special election to fill the vacancy within the statutory timeframe of 60 days from the effective date of this Resolution if the Board does not fill the vacancy by appointment prior to that time.
- 4. Term. The term of the vacant Trustee position is to and through April of 2026.
- 5. Information. Information on when and how qualified residents may seek appointments to the Board will be posted on the Town’s website, on the Town’s Facebook page, in the Delta County Independent, in the Town Clerk’s office, and on the bulletin board at Town Hall.

APPROVED AND ADOPTED this 27th day of August, 2024, by the Board of Trustees, Town of Paonia.

TOWN OF PAONIA, COLORADO

Paige Smith, Mayor

ATTEST:

Samira M. Vetter, Town Clerk

Approved as to form and contents:

Clay Buchner, Town Attorney



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #7 PH - Special Use Review for the Learning Council's 'The Hearth' to be used as a Commercial Recreational Space.
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>A staff report was produced for the Planning Commission meeting held on August 7, 2024 with relevant and pertinent information regarding this Public Hearing, it is attached to this Staff Report as Attachment A. The recommended motions included a typographical error, namely approval should not have "rezoning," but instead should have said, "the Special Use." The Planning Commission after hearing numerous speakers supporting the Learning Council's Special Use Review application recommended approval to the Board of Trustees with the following motion: "recommend approval of SRV 2024-03 because it does not adversely affect the public health, safety and welfare of the existing core commercial area, that the rezoning [Special Use] substantially conforms to the Comprehensive (Master) plan, and that the proposed use meets the review criteria and performance standards as required." The motion was amended to include, "that the applicant enter into an agreement with the Town to use the Public Parking Lot behind Town Hall and other potential private parking lots for any required off-street parking for its volunteers, staff or operations, and that it also receive a favorable determination from the Board of Trustees."</p>
BUDGET:	N/A
RECOMMENDATION:	<p>RECOMMENDED MOTION: I Move to approve SRV 2024-03 since we received a favorable recommendation of approval from the Planning Commission, and special use does not adversely affect the life, health, safety and welfare of the existing core commercial area, that the Special Use substantially conforms to the Comprehensive Plan, and that the proposed use meets the review criteria and performance standards as required, with the following condition: that The Learning Council enters into an agreement with the Town or other potential private parking lots for any required off-street parking.</p>
ATTACHMENT:	<p>Attachment A: SRV-2024-03 Staff Report 138 Grand Avenue Attachment B: 20240807 Planning Commission Meeting Minutes (Unapproved)</p>



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

REPORT OF THE TOWN ADMINISTRATOR

APPLICATION FOR SPECIAL USE REVIEW

(Real Estate Parcel Number: 324506131001,

Commonly known as 138 Grand Avenue Paonia, CO 81428)

For Public Hearing on August 7, 2024

Background

SRV 2024-03 Application for Special Use Review as outlined in § 16-4-40 of the Town of Paonia’s Municipal Code of Ordinances for the Parcel Number 324506131001, the property commonly known as: 138 Grand Avenue Paonia, CO 81428. The property is currently listed as C-1, Core Commercial District.

The current property owner, The Learning Council (TLC), is represented by Alicia Michelsen (Executive Director), the Applicant. Since 2007, The Learning Council has operated in Paonia and has offered educational opportunities for all community members. TLC’s current focus is on community – building and cultivating classical arts, agriculture, and practical arts.

In 2021, TLC acquired the building located at 138 Grand Avenue in Paonia. There are currently multiple uses operating within the building that are allowed by right. These uses include the Ice Cream Corner, the commercial kitchen, administrative offices, all are listed as *Permitted by Right* under §16-3-70 Schedule of Uses, Commercial and Industrial Districts, of the Paonia Municipal Code (PMC).

In 2022, a building permit was issued for another use at 138 Grand Avenue, known colloquially as The Hearth, with a note that stated, “Permit may be issued pending Zoning approval”. The TLC website states that, The Hearth serves as a community gathering space and public workshop area, Ice Cream Parlor, Diversity Library, Bike Co-op, certified commercial kitchen for community meals by donation, and more.” As stated previously, most of the uses were permitted by right, but the gathering space and public workshop area on the South side of the building fits into the *Community Recreational* use, which requires a Special Use Review (SUR). The approved Building Permit Application is included in this report as **Attachment A**.

Originally, the applicant submitted an application for a variance from the PMC for parking, but after reviewing the application and permit history, the Town determined that a SUR had never been completed on the property for the use of the southern portion of the building. The most appropriate use for the southern portion of the building, based on the applicant’s description of the activities within it, is *Community Recreational*.



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

General Information

The request is to allow for *Commercial Recreational Use* within the C-1 District as described within §16-3-70 *District Regulations* for the C-1 District. The Hearth has operated without formal ZONING CODE COMPLIANCE from the Town, and a formal approval from Town Officials was never received for the use of the Hearth as a Commercial Recreational Use. Instead, at the assertion of the applicant’s attorney is that the note stamped on the drawings for a building permit stating, “REVIEWED FOR CODE COMPLIANCE” includes a review for Zoning. However, the approved building drawings have a note from the building plan reviewer that states, “All work is subject to Field Inspections. The entire commercial kitchen is pending review of deferred Mechanical Drawings; no Mechanical work can take place at this time.”

The note found on the construction/remodeling documents states, “REVIEWED FOR CODE COMPLIANCE,” and has notes from the Building Plans Reviewer and Building Inspector/Official. The note is for BUILDING code compliance, and not that of Zoning Code. In addition, the approved building permit application, lists with a signature on 5/19/2022 from a former Town Administrator that, “Permit may be issued pending Zoning approval.” On the bottom of the permit, it also lists that Zoning is a required approval and that it is listed as ‘pending’.

The applicant has stated that the former Town Administrator made a determination that the building would be given the Assembly designation. An Assembly designation relates to the building code for Occupancy Classification, and not to the PMC Zoning Code. The 2018 IBC, Chapter 3, Section 303 gives definitions for Occupancy Classification and Use Designation. §303.1 Assembly Group A, states, “Assembly Group A occupancy includes, among others, the use of a building or structure, or a portion thereof, for the gathering of persons for purposes such as civic, social or religious functions; recreation, food or drink consumption or awaiting transportation.” **See Attachment B** for the citation from the 2018 International Building Code, which was adopted as the Building Code for the Town of Paonia in PMC §18-1-10 (a).

The previous Town Administrator’s IBC Occupancy Classification of Assembly is appropriate for the current occupation of The Hearth. As such, the appropriate zoning use is *Community Recreational*, and requires a Special Use Review.

The applicant is requesting a use listed within table 16-3 as *Permitted by Special Review*, the applicable table is included in this report as **Attachment C**.

PMC §16-2-70 – C-1 Core Commercial District is given the following intentions, “it is the intent of the district to provide for the orderly development of those commercial and business uses, government, educational and cultural facilities that are characteristic of downtown areas and promote comparison shopping and pedestrian activity in the core area. This district is not intended for businesses and commercial uses that are oriented to the automobile and require extensive ground-level floor area.”



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

Procedures for Securing Approval of Special Review Application

PMC §16-4-40 gives the procedures that must be met to in order for the Planning Commission to consider a SUR application.

PMC §16-4-40

- (a) *Preapplication Conference* – The applicant has held two preapplication conferences with the Town Administrator/Treasurer, with the most recent meeting being held on 7/19/2024 at 9AM. The applicant was advised of the process and that there would be a condition of approval recommended to include a parking agreement with the Town to ensure that required off-street parking spaces for employees, volunteers, or for any operations of the TLC are met by utilizing the Town’s public parking lot accessed off of Main Avenue, behind Town Hall.
- (b) *Filing Deadline* – the applicant met the filing deadline and adequate public notice has been given by the Town Clerk. The application provided has met all of the provisions required for the Special Use Review.
- (c) *Fees* – The applicant has paid for all fees associated with the application and a receipt for which is attached to their application package.
- (d) *Review by the Town Administrator* – A review has been completed by the Town Administrator and this staff report is evidence that it has been completed.
- (e) *Action by the Planning Commission* – The Public Hearing for the applicant has been scheduled with the Planning Commission on August 7, 2024, at 6:30PM.
- (f) *Action by the Board of Trustees* – Within thirty days of the Planning Commission’s recommendation, a meeting will be scheduled with the Board of Trustees to consider the Planning Commission’s recommendation and making a final determination on the merits of the application. Should the applicant be granted the Special Use, a Resolution reflecting the decision to approve the Commercial Recreational Use will also be approved.

All Special Use Review applications are required to include a recorded warranty deed with a legal description of the property. The Delta County Assessor’s Office Property Card with recorded warranty deed and legal description of the property is included with this report as **Attachment D**.

PMC §16-4-30 gives criteria for the site plan and supporting documents, and the relevant section of code is included with this report as **Attachment E**. After reviewing the site plan and all relevant attachments it is the Staff’s opinion that it meets the requirements of the PMC.



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

Required Findings Needed to Consider a Special Use Review:

As established in PMC §16-4-50, Site Plan Review Criteria and Performance Standards.

(a) The criteria for review and performance standards are as follows:

(1) *Compliance of the application with this Code in general.*

After reviewing the application and holding two preapplication/premeeting conferences with the applicant, Town staff believe that the application to utilize the space known colloquially as *The Hearth* to meet the conditions of the PMC. Further, the use required comprehensive building permit review and building inspection processes, all requirements of which were met by the applicant. The applicant may need to produce a certificate of occupancy or submit for final building inspections to receive one.

(2) *The compatibility of the proposed use and site plan with the character of the surrounding area.*

Review of the application revealed that the building would not be expanded or enlarged outside of its existing footprint. Instead, the applicant performed a full remodel of the building and utilized the space for different uses permitted by right. The request for Commercial Recreational is allowed, but by Special Use Review, and the applicant is completing the last step for securing their requested use. The use of space as Commercial Recreational fits with character of the surrounding area, as it is well within the Core Commercial zoning district, C-1, and other similar uses are nearby. Within the same block of Grand Avenue there are restaurants, shops, art galleries, and a commercial condominium-type building with multiple uses as well, including personal services shops and a cocktail lounge. On the other block of Grand Avenue, there are additional shops, art galleries, stores, personal services, restaurants and commercial condominiums, and a recreational park among other similar and compatible uses.

(3) *The desirability and need for the proposed use.*

The applicant has conveyed that there exists a desirability and need for the proposed use as there is a lack of commercial recreational uses within the downtown area, and that the mission of the applicant is also directly related to the use of *The Hearth* as commercial recreational. The use of the space as commercial recreational allows the applicant to meet its goal, “to offer a diverse range of classes in maintain the tradition of agriculture, locally crafted goods and services, and locally sourced arts and



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

entertainment, and to continue to grow its course offerings through a variety of courses, workshops, ensembles, productions, and camps that attract students from

out of town as well as locals” (paraphrased). The Hearth has been operating as a commercial recreational space, and there has been a quantifiable need a desire for the use. The Town erred previously in not completing a special use review before the building permit was issued in 2022 for the extensive and costly renovations that were completed on the building.

(4) The potential for adverse environmental influences that might result from the proposed use.

It is highly unlikely that the Special Use of the space as Commercial Recreational will have negative or adverse environmental influences. Any adverse environmental influences would be directly contradictory to the applicant’s mission and goals, namely that the TLC is, “invested in building on the values established by the Heart and Soul Project, our rural and natural environments, the small-town sense of community, a steady economy, maintaining traditions and heritage, and freedom, independence and personal responsibility.” Staff recognize that this provision is intended to consider the merits of industrial uses that may have impacts to the environment.

(5) Compatibility of the proposed use and site plan with the policies and guidelines of the Comprehensive Plan.

The Town of Paonia’s existing Comprehensive Plan from 1996, contemplated *Land Use and Development*. Goals and action items were established by that document and the Town must contemplate those goals and actions as a requirement of consideration with this Special Use Review as listed in PMC §16-4-50 (a) (5).

There are two of six Commercial Land Use Development actions that apply to this application:

LU/D-10: Improve the physical appearance of existing commercial land uses.

LU/D-12: Preserve, and when necessary, expand the downtown core.

(b) Lights and signs shall be located in a manner that will not be distracting to adjoining properties or passing motorists.

The existing lights and signs were outside of this scope of review as they were already approved by a previous administration, and the applicant installed them based on that approval, it would be improper to consider changes now. The process which the Town



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

required when the original building permit application was received was not done in accordance with strict adherence to the Code. The lighting on the building appears to comply

with Town Code, including provisions of the dark skies ordinance which requires shielding and downward facing lighting. PMC §18-10-100 states that a C-1 business may have a Wall sign or canopy sign not to exceed (1) square feet of building frontage with a maximum of (50) square feet. There are (1) sign per building except for corner buildings which may have (2) separate signs; provided that the total area does not exceed (75) square feet.

- (c) *Landscaping shall be provided in areas near public right-of-way and located with consideration for energy conservation. An acceptable plan must be provided for the maintenance of the required landscaped areas.*

On Page 4, of the application package, the applicant shows a drawing which includes the rear of the building and a landscape plan, including planter boxes. Other areas surrounding the building are the Town’s trees within the Rights of Way. Any consideration of landscaping aside from the rear of the building is impossible since the C-1 zoning designation includes a (0) setback/lot line. However, the applicant provided a landscaping plan within their application.

- (d) *Control of storm drainage shall be provided so as to not damage adjoining properties. The plan must be approved by the Town Engineer.*

The applicant has not changed the footprint of the building and the building permit was approved by the Town’s Building Official before the improvements were completed. Further, the Town does not employ a Town Engineer outside of competitively bid projects that are being worked on for the Town, not individual applicants for zoning or building. Instead, the Town relies on the building official and its third-party plans reviewer, Shums Coda, to review drawings and ensure that they comply with the building code, which often includes acceptable storm drainage control.

- (e) *Site design and building plans shall include provisions for the needs of handicapped individuals as required by the Building Code or other ordinances of the Town.*

The final approved Building Permit was reviewed by Shums Coda for ADA compliance, and was issued to the applicant on May 19, 2022.

- (f) *Approved landscaping or solid fencing capable of screening adjacent properties shall be provided where commercial uses abut residential uses.*

This provision is inapplicable as the structure is located within C-1 and is surrounded by other commercial properties and separated by a town alley from Residential uses to the West/rear of the property.



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
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(g) *Commercial and Industrial uses shall conform to the following performance standards:*

- (1) *No dust, odor, gas, fumes, glare or vibration shall extend beyond the lot lines. Glare pertains to sunlight reflected from windows or other integral portions of buildings, as well as from lighting fixtures and signs.*

The applicant received a favorable building inspection for the commercial kitchen’s range hood. It appears as if the design and use of the building purports to comply with this performance standard.

- (2) *Smoke shall not be emitted at a density greater than #1 on the Ringleman’s scale.*

It is highly unlikely that the use as a commercial kitchen would be greater than a #1 on the Ringleman’s scale, or 20% opacity of the smoke.

- (3) *No particles of fly ash shall exceed two-tenths percent (0.2%) grains per cubic foot of the flue gas at a stack temperature of fifty (50) degrees Fahrenheit.*

It is highly unlikely that either the commercial kitchen hood, or the fireplace within The Hearth will exceed the level of fly ash particulate within this performance standard.

- (4) *Noise. No noise shall be emitted which exceeds a maximum of seventy-five (75) decibels with a maximum increase of five (5) decibels permitted for a maximum of fifteen (15) minutes in any one (1) hour. In addition, every activity shall be conducted so that no noise produced is objectionable due to intermittence, beat frequency or shrillness.*

The use requested is to allow for commercial recreational use within the building. It is unanticipated that there would be an occasion where the noise will exceed the performance standard.

- (5) *Water pollution. No water pollution shall be emitted by the manufacturing or other processing.*

The requested use is for commercial recreational, and is not related to manufacturing.

- (6) *Outside storage areas that adjoin R-1, R-2 or R-3 Districts must be screened from view with screening at least eight (8) feet high. The screening shall be constructed of board fencing, screened metal fencing, or shrubs.*

There isn’t any proposed outside storage that would require meeting this performance standard.



**TOWN OF PAONIA
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(7) Truck traffic to and from I-1 and I-2 District facilities must be restricted to truck routes. The weight of the trucks is limited to standard highway limits unless otherwise posted.

Not applicable as the zoning is C-1. However, this does not give approval for delivery trucks to disobey any posted signage, or ordinance for deliveries.

(8) Industrial activity within the I-1 District will be restricted to 7:00 a.m. and 9:00 p.m.

Not applicable as the zoning is C-1.

The Applicants complete application package is attached as **Attachment F**.

Staff Recommendation

Staff recommends approval of the Special Use Review for Commercial Recreational and bases their recommendation on the information given by the applicant, the application substantially conforms to the Comprehensive (Master) Plan and meets or exceed the performance standards required under PMC §16-4-50 for a Special Use Review.

Potential Motions:

- 1.) I move to recommend approval of SRV 2024-03 because it does not adversely affect the public health, safety and welfare of the existing Core Commercial area, that the rezoning substantially conforms to the Comprehensive (Master) Plan, and that the proposed use meets the review criteria and performance standards as required; with the following conditions: that the applicant enter into an agreement with the Town to use the Public Parking lot behind Town Hall for any required off street parking for its volunteers, staff, or operations, and also receives a favorable determination from the Board of Trustees.
- 2.) I move to recommend denial of SRV 2024-03 because it doesn't meet the criteria and performance standards required for considering a Special Use Review since the applicant hasn't demonstrated that it meets the goals and objectives of the Comprehensive Plan and that the amendment will adversely affect the public health, safety and welfare.
- 3.) I move to make no recommendation to the Board of Trustees for SRC 2024-03.

Colorado Code Consulting, L.L.C.



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 4610 S Ulster Street
 Suite 150
 Denver, CO 80237
 (303) 400-6564
 Fax: (303) 693-0630

Mountain Office
 152 Larson Lane
 PO Box 1261
 Frisco, CO 80443
 (303) 591-9258
 Fax: (970) 668-0862

PATD
 MAY 19 2022

TOWN OF PAONIA

PLEASE CALL PAONIA TOWN HALL WITH QUESTIONS 970-527-4101

PAONIA BUILDING PERMIT APPLICATION

Project Address: 138 Grand Ave		Suite	Application Date 2/10/22
CONTRACTOR (APPLICANT)	Name: Alicia Michelsen		<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Contractor
	Address: 138 Grand Ave	City/State: Paonia, CO	Zip: 81428 Phone: 970-433-5852
PROPERTY OWNER	Name: The Learning Council - Alicia Michelsen		
	Address: 138 Grand Ave	City/State: Paonia, CO	Zip: 81428 Phone: 970-527-9852
ARCHITECT	Name: Molly Wheelock		
	Address: 136 Grand Ave.	City/State: Paonia, CO	Zip: Phone:
STRUCTURAL ENGINEER	Name: Address: City/State: Zip: Phone:		
PROJECT INFORMATION	<input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential	Project Description: The Learning Council is creating a Community Education Center; Remodel	
PROJECT VALUATION	\$ 225,000.-	Use: Classroom, Commercial kitchen, office, bike coop, community space, ice cream	

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction of performance of construction.

Alicia Michelsen
 Print Name of Applicant

Signature of Contractor or Authorized Agent

Alicia Michelsen director The Learning Council
 Print Name of Owner

Alicia Michelsen
 Signature of Owner

DO NOT WRITE BELOW THIS LINE

Occupancy Classification(s)	Type of Const.	Floor Area	Height	Occ. Load	PERMIT NO. 2022-06											
M/B/S1/A2/A3/U	V-B	6218	2 Stories 20'-6"	215	Required Approvals											
ZONE <u>C1</u> Setbacks: Front <u>0</u> Rear <u>10</u> Sides <u>0</u> Project Comments: Review and processing time: 2/11/22 - 1.5 hours 5/17/22 - 1.25 hours 3/18/22 - 0.5 hr 5/18/22 - 4.25 3/24/22 - 2.5 hours Permit may be issued pending 3/25/22 - 2.5 hours Zoning approval. 4/1/22 - 1.5 hours					Building	N/A	Req'd	Date/By								
<table border="1"> <thead> <tr> <th colspan="2">Fees</th> </tr> </thead> <tbody> <tr> <td>Building Permit</td> <td>\$ 1905.20</td> </tr> <tr> <td>Plan Review Fee</td> <td>\$ 1680.00</td> </tr> <tr> <td>Total Fees</td> <td>\$ 3585.20</td> </tr> </tbody> </table>					Fees		Building Permit	\$ 1905.20	Plan Review Fee	\$ 1680.00	Total Fees	\$ 3585.20	Structural		Yes	5/18/22 DR
Fees																
Building Permit	\$ 1905.20															
Plan Review Fee	\$ 1680.00															
Total Fees	\$ 3585.20															
					Mechanical	Separate	Permit									
					Plumbing		State									
					Electrical		State									
					Fire Dept.		No									
					Zoning		Yes	Pending								

5/19/22

CHAPTER 3 OCCUPANCY CLASSIFICATION AND USE

303.1 Assembly Group A.

Assembly Group A occupancy includes, among others, the use of a building or structure, or a portion thereof, for the gathering of persons for purposes such as civic, social or religious functions; recreation, food or drink consumption or awaiting transportation.

303.1.1 Small buildings and tenant spaces.

A building or tenant space used for assembly purposes with an *occupant load* of less than 50 persons shall be classified as a Group B occupancy.

303.1.2 Small assembly spaces.

The following rooms and spaces shall not be classified as Assembly occupancies:

1. A room or space used for assembly purposes with an *occupant load* of less than 50 persons and accessory to another occupancy shall be classified as a Group B occupancy or as part of that occupancy.
2. A room or space used for assembly purposes that is less than 750 square feet (70 m²) in area and accessory to another occupancy shall be classified as a Group B occupancy or as part of that occupancy.

303.1.3 Associated with Group E occupancies.

A room or space used for assembly purposes that is associated with a Group E occupancy is not considered a separate occupancy.

303.1.4 Accessory to places of religious worship.

Accessory religious educational rooms and religious auditoriums with *occupant loads* of less than 100 per room or space are not considered separate occupancies.

Property Record Card

DELTA COUNTY Delta County Assessor

THE LEARNING COUNCIL Account: **R009030**
PO BOX 1744 Tax Area: BR- - BR-
PAONIA, CO 81428-1744 Acres: 0.138

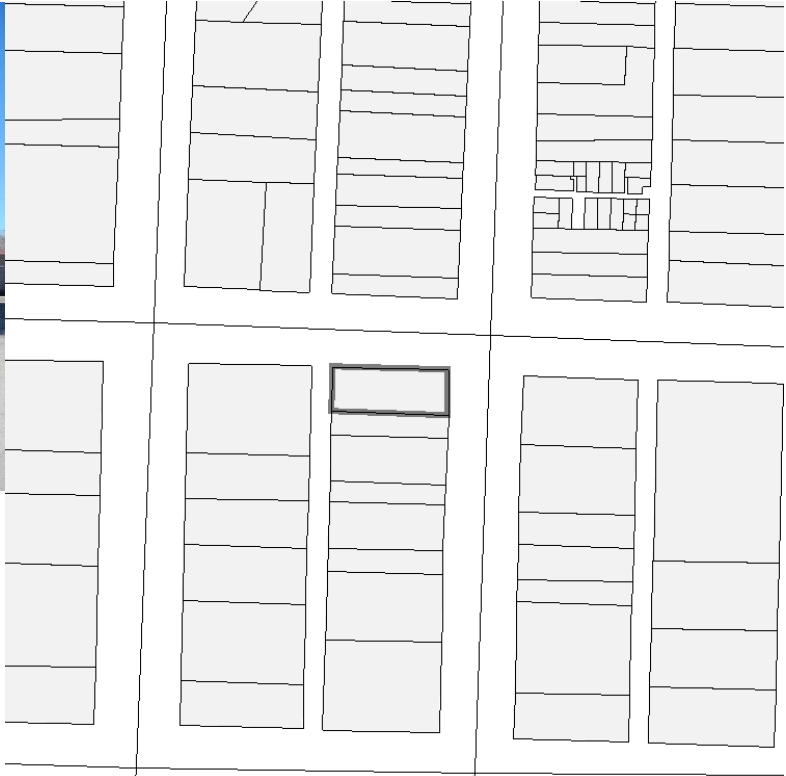
Parcel: 324506131001
Situs Address:
138 GRAND AVE
PAONIA, 81428

Value Summary

Value By:	Market	Override
Commercial (1)	\$524,154	N/A
Land (1)	\$59,717	N/A
Extra Features (1)	\$354	N/A
Extra Features (2)	\$0	N/A
Total	\$584,225	\$584,225

Legal Description

138 GRAND AVE PAONIA 81428 S: 6 T: 14S R: 91W Subdivision:
ORIGINAL PAONIA Block: 2 Lot: 19 AND:- Lot: 20 TOTAL
0.138 AC+- LOTS 19 & 20 BLK 2 ORIGINAL PAONIA. SEC 6 T14S
R91W 6PM. BK 249 PG 38 BK 240 PG 35 BK 350 PG 165 BK 289 PG
222 BK 262 PG 12 BK 323 PG 14 BK 364 PG 139 BK 370 PG 14 BK 868
PG 174 R-615454 R-632973 R735656 SOA R735657 R735658 SOA



Public Remarks

Entry Date	Model	Remark
12/08/2006		LOT SIZE: 125' X 50' APPROXIMATELY GW
04/10/2008		BUILDING BEING USED AS A PUBLIC LIBRARY WHICH IS EXEMPT. FZ
03/01/2011		ADDRESS CHANGE PER TREAS. LIST. RW
07/16/2012		SITE VISIT 7/11/12 TO RECORD BUILDING REMODEL COMPLETED IN 2009. SPOKE W/ OWNERS, INSPECTED INTERIOR AND MEASURED SQFT AREA FOR EACH USE. PARTITION WALLS WERE BUILT TO SEPERATE THE ART GALLERY/CLASSROOM/ICE CREAM SHOP. NEW LIGHTING INSTALLED FOR THE ART GALLERY. UPDATE INVENTORY AND SKETCH EFF 2012. FWD SNOV DOCUMENTS TO NN FOR PROCESSING- JG
01/10/2022		TD FORMS MAILED-JM
01/25/2022		TD FORMS RECIEVED AND SCANNED- BH
02/15/2022		SITE VISIT IN RESPONSE TO RECENT SALE. 2/8/2022. LEFT CARD AT DOOR. UPDATED PRC EFF 2023. -JH
02/09/2023		FINAL DETERMINATION EXEMPTION GRANTED 12/29/2021. JH UPDATED MODEL TO REFLECT THIS. FWD PPWK TO CA TO GO BACK TO 12/29/2021 FOR EXEMPTION. -JH
01/30/2024		EXEMPTION VERIFIED PER DPT LIST. 1/30/2024. FILE # 15-01224. -JMB

Property Record Card

DELTA COUNTY Delta County Assessor

Sale Data

Doc. #	Sale Date	Deed Type	Validity	Verified	Sale Price	Ratio	Adj. Price	Ratio	Time Adj. Price	Ratio
735657	12/29/2021	GW	UV	Y	\$500,000	116.85	\$500,000	116.85	\$500,000	116.85
632973	03/20/2009	WD	UI	Y	\$0	N/A	\$0	N/A	\$0	N/A
615454	05/25/2007	WJ	QV	Y	\$275,000	212.45	\$224,125	260.67	\$224,125	260.67

Commercial Occurrence 1

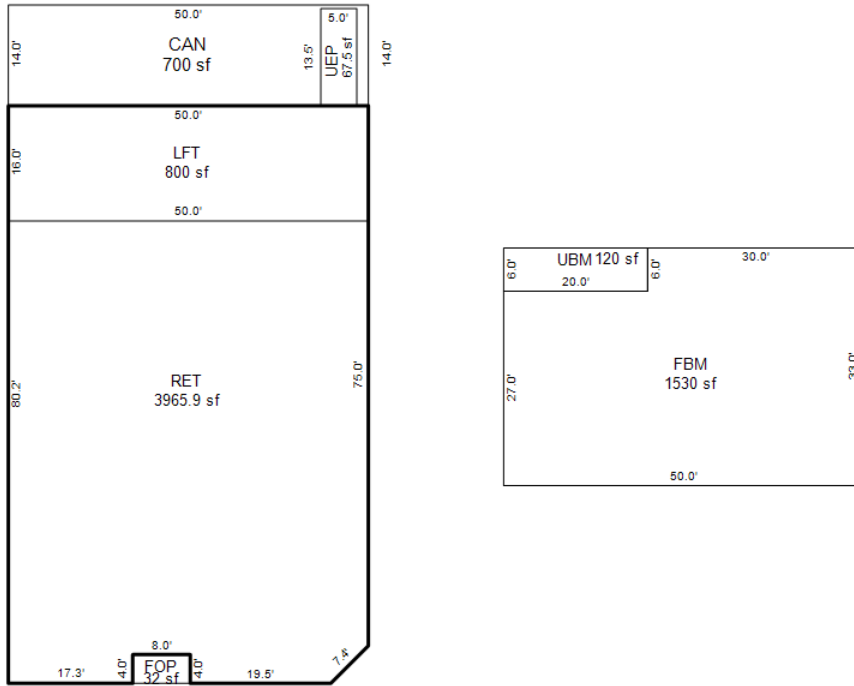
BVAL	926800 - SCHOOL/MIS	Abstract Code	9264 - PRIVATE SCHOOL MISCELLANEOUS
Arch Style	5 - REST/LOUNG	Exterior wall	19 - COMMON BRK 17 - CB STUCCO
RCVR	12 - MODULAR MT	RSTR	2 - SHED
Interior Wall	5 - DRYWALL	Flooring	12 - HARDWOOD 5 - ASPH TILE 14 - CARPET 3 - CONC FINSH
Heating Fuel	3 - GAS	Heating Type	5 - HOT WATER
Air Conditioning	1 - NONE	Subdivision	40004 - PAONIA MAIN BUSINESS DISTRICT
QUAL	3 - AVERAGE	Frame type	3 - MASONRY
STYS	1 - STYS	Number of Baths	1.5
RMS	8	Actual Year Built	1950
Effective Year Built	1995	Neighborhood	200411 - PAO COMMERCIAL
DEPR04	1995 - DEPR04	Use Code	9000

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
CAN - CANOPY	105			700
FINISHED BASEMENT	918	1,530	1,530	1,530
FOP - F.OPN/PRCH	5			32
LTG - LOFT	480	800		800
RET - RETAIL	3,966	3,966	3,966	3,966
UBM - UNFIN. BSMT	24			120
UEP - UF.ENC/PRC	17			68
Total	5,514.60	6,295.90	5,495.90	7,215.40
	Value	Rate	Rate	Rate
	\$524,154	95.05	83.25	95.37
			95.37	72.64

Property Record Card

DELTA COUNTY Delta County Assessor

Commercial Occurrence 1



Land Occurrence 1

LVal	200411 - PAO COMMERCIAL < .15 AC	Abstract Code	9164 - 9164 - private school misc.- exempt
Lot Front	0	Lot Depth	0
Adj 1	133	Adj 2	100
Adj 3	100	Adj 4	100
Neighborhood	200411 - PAO COMMERCIAL	Road	3 - R PAVED
TOPO	1 - AVG TOPO	Utilities	7 - W/S/E/G
Appr Dist	5 - COMM-IND-ERIN	Subdivision	40004 - PAONIA MAIN BUSINESS DISTRICT
Use Code	9000	Review Date	202202 - 22-Feb

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
LT	1			1
Total	1.00			1.00
	Value	Rate	Rate	Rate
	\$59,717	59,717.00		59,717.00

Extra Features Occurrence 1

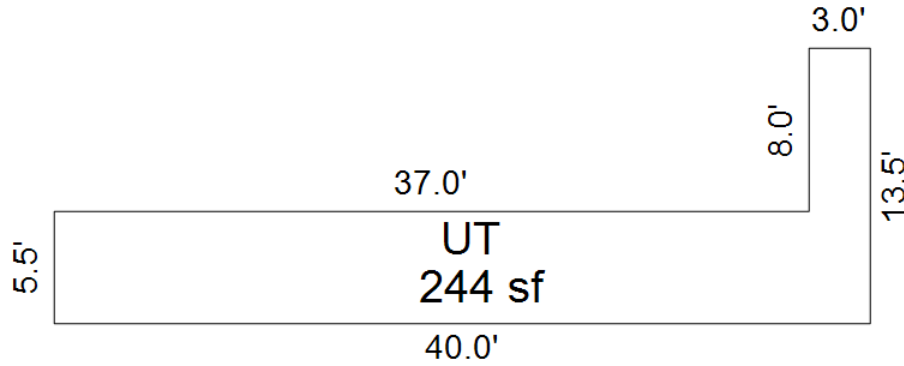
CODE	30600 - SIDEWALK	Abstract Code	9264 - PRIVATE SCHOOL MISCELANEOUS - EXEMPT
Neighborhood	200411 - PAONIA COMMERCIAL	DEPR20	1995 - DEPR20

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
UT - UT	244			244
Total	244.00			244.00
	Value	Rate	Rate	Rate
	\$354	1.45		1.45

Property Record Card

DELTA COUNTY Delta County Assessor

Extra Features Occurrence 1



Extra Features Occurrence 2

CODE	42300 - SOLAR <1 KW	Abstract Code	9264 - PRIVATE SCHOOL MISCELLANEOUS - EXEMPT
Neighborhood	200411 - PAONIA COMMERCIAL		

Abstract Summary

Code	Classification	Actual Value	Taxable Value	Actual Override	Taxable Override
9164	9164 - private school misc.- exempt	\$59,717	\$16,661	NA	NA
9264	9264 - miscellaneous	\$524,508	\$146,338	NA	NA
Total		\$584,225	\$162,999	NA	NA

Sec. 16-3-70. - Schedule of uses, commercial and industrial districts.

Table 16-3
Schedule of Uses - Commercial and Industrial Districts

Use	C-1 District	C-2 District	I-1 District	I-2 District
Auto sales and service repair	X	S	S	P
Automobile wrecking yards	X	X	X	S
Scrap processing when yard is enclosed by 6-foot screening of wall. (No junk allowed outside of screening)				
Banking, savings and loan	P	P	X	X
Bulk large storage of flammable liquid gas facilities	X	X	X	S
500 gallons and under	S	S	S	S
Campgrounds, recreational vehicle parks	X	S	X	S
Child care	P	P	S	X
Churches	S	S	X	X
Commercial recreational including pool halls, bowling alleys, skating rinks and golf courses	S	S	S	X
Dental or medical clinics	P	P	S	X
Drive-up windows for banks, businesses and restaurants	S	S	S	X
Dwelling units as a part of a business use	S	S	S	X
Dwelling units secondary to the business use	P	P	S	X

Fabricating/manufacturing industry	S	S	S	P
Fast food and drive-thru restaurants	S	S	S	X
Fertilizer storage or manufacturing of	X	X	X	S
Formula businesses	X	S	S	S
Fruit/packing	X	X	P	P
Fruit/produce processing	X	X	S	P
Gas stations	X	S	S	S
Grain warehouses	X	X	X	P
Group homes for the developmentally disabled	S	S	X	X
Livestock areas or barns	X	X	X	S
Lumber yards	X	S	S	P
Manufacture and storage of explosives	X	X	X	X
Manufacturing	X	X	S	P
Membership clubs	S	S	S	S
Mining of natural resource material	X	X	X	S
Mobile home sales/service	X	S	S	P
Motels, hotels and lodging facilities (including room houses and bed and breakfasts)	S	P	X	X
Multiple-family dwellings	S	S	X	X
Nursing homes	S	P	P	P

Parking lots	P	P	P	P
Parks and recreation areas	P	P	P	P
Personal services shops, including barber, beauty shops, shoe repair, self-service laundries, travel agencies, etc.	P	P	S	X
Professional and business offices when part of permitted light industry	P	P	S	X
Public and governmental facilities	P	P	S	X
Public or private schools	S	S	S	X
Ready-mix concrete and asphalt plants	X	X	X	P
Restaurants	P	P	S	X
Retail businesses	P	P	S	S
Service and keeping of heavy industrial equipment	X	X	X	P
Small animal clinic	X	S	P	X
Storage sheds (rental spaces)	S	S	S	S
Utilities ²	X	X	S	P
Utility substations ⁸	X	S	S	S
Warehouses	S	S	P	P
Wholesale businesses (factory outlets)	S	S	S	S

P = Permitted by right

S = Permitted by special review

X = Prohibited

Sec. 16-4-30. - Site plan and supporting documents.

There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Administrator. The site plan shall be drawn in black ink on Mylar. Following approval by the Board of Trustees, the applicant shall submit a reproducible copy of the original site plan to the Town for the Town's permanent records. The special review application shall include the following:

- (1) The site plan showing the location of all buildings, structures and other improvements to be placed on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.
- (2) A legal description of the property.
- (3) A list of the names and addresses of all property owners within two hundred (200) feet of the property.
- (4) All off-street parking and loading areas.
- (5) The location of all ways for ingress to and egress from all buildings and parking areas.
- (6) Service and refuse collection areas.
- (7) Major screening proposals.
- (8) The size, shape, height and character of all signs.
- (9) The area and location of all open space and recreation areas.
- (10) The location and type of outdoor lighting.
- (11) The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on the site plan.
- (12) The anticipated timetable for completion. If the project is to be completed in phases, then the date for completion of each phase shall be indicated.
- (13) The following agreement will be placed on the original special review site plan, signed by all owners and lienholders of the property: The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Paonia. The signatures of all owners and lien holders shall be notarized. The agreement shall further designate who is specifically responsible for the proposed improvements.
- (14) In addition to the site plan, a title policy indicating that the property is free and clear of all ownership disputes, liens or encumbrances whatsoever which would impair the use of the property for the uses approved. The title policy shall provide verification that all owners and lien holders have signed the special review site plan. The title policy shall be effective within twenty-four (24) hours after the date of approval by the Board of Trustees. If the title policy is not provided to the Town Clerk within seven (7) days after action by the Board of Trustees, the action by the Board of Trustees shall be automatically voided.
- (15) Other information as needed by the Town to analyze the feasibility and impacts of the special review use, which may include, but are not limited to, traffic analyses, soils or geological reports or drainage and engineering studies.

(Ord. No. 83-116, Art. XI, 1983; Ord. No. 2000-02, Art. XI, 2000; Ord. No. 2014-04, § 1, 1-13-2015)



SPECIAL REVIEW/VARIANCE APPLICATION

Name The Learning Council Application Date 10/23/2023
Property Address 138 J Grand Ave ZBOA Hearing Date _____
Telephone Number 970-433-5882 Council Hearing Date _____

11.01 Intent. Each established zoning district is intended for a specific type or category of land use (e.g., single family dwelling in an R-1 district). However, there are certain uses, which may or may not be appropriate in a district depending on the situation. For example, the location, nature of the proposed use, character of the surrounding area, traffic capacities of adjacent streets, and potential environmental effects all may dictate that the circumstances of the development should be individually reviewed. The special review process is established to provide for these specific uses without establishing numerous separate zoning classifications. It is the intent of this chapter to provide a review of such uses so that the community is assured that the proposed uses are compatible with the location and surrounding land uses.

11.02: When Allowed. Within each zoning district, certain land uses are permitted by right, by special review or prohibited. Special review uses may be permitted in designated districts upon review by the Planning and Zoning Commission and approval by the Town Board.

11.03: Site Plan and Supporting Documents. There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Manager. The site plan shall be drawn in black ink on Mylar. Following approval by the Town Board the applicant shall submit a reproducible copy of the original site plan to the Town for the Town's permanent records.

The special review application shall include the following:

- The site plan showing the location of all buildings, structures and other improvements to be placed on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location. *Site plan*
- A legal description of the property, which may require a survey. *Blue print*
- A list of the names and addresses of all property owners within 200 ft. of the property.
- All off-street parking and loading areas. *Site plan*
- The location of all ways for ingress and egress to all buildings, and parking areas. *Site plan*
- Service and refuse collection areas. *Site plan*
- Major screening proposals.
- The size, shape, height and character of all signs. *site plan Attachment (Sign application)*
- The area and location of all open space and recreation areas. *site plan*
- The location and type of outdoor lighting. *site plan attachments*
- The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on the site plan. *Site plan*
- The anticipated timetable for completion. If the project is to be completed in phases, then the data for completion of each phase shall be indicated.

- All owners and lien-holders of the property shall sign the following agreement that will be placed on the original special review site plan.
- Home Owner's association Written plan approval (if applicable)

The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Paonia.

I. Site Plan

Any application for Special Review/Variance that includes a new structure or improvement to an existing structure will require a site plan. Plans may be hand drawn, but must be clearly written with accurate measurements indicated. The Site Plan may be submitted as two separate drawings or one drawing with an overlay.

II. Project Summary

Please answer only the questions that apply to your Special Review/Variance request. Any additional information, which would be beneficial in the consideration, may be noted in the "Comments" section.

- a. Reason for Special Review/Variance Parking Requirements exceed what we have
- b. Current Zoning of Property C-1
- c. What land boundary changes are necessary? Parking variance
- d. What addition/changes to existing buildings/structures will be made? Reference Building Permit 403900
- e. What new buildings/structures will be constructed? Reference Building Permit 403900
- f. What additions/changes in utilities will be necessary? Include water, sewer, gas, and electric. Reference Building Permit 403900
- g. Will property have Commercial/Private or Public Use? All of the above uses
- h. Anticipated traffic flow and volume? Regularly less than 20 for special events 2-8x's per year up to 200 people.

- i. Detail the Safety and Disabled Access accommodations? RAMP @ Rear Entrance, 1 ADA Bathroom,
- j. Detail the possible environmental impact; such as noise, lighting glare, pollutants, etc. NA

Comments: _____

III. Public Notice Requirements

All property owners within 200 feet of the property being reviewed shall be notified via certified mail of a public hearing whereby the Zoning Board of Adjustments shall consider this application. It is incumbent upon the applicant to request the names of the property owners from the Delta County GIS Department (970-874-2119). Please have the GIS e-mail the information to **StefenW@townofpaonia.com**. Applications for Special Review shall be filed at least 30 days in advance of the meeting at which they are to be considered by the Zoning Board of Adjustments. Incomplete applications shall result in denial of application acceptance and returned for completion, consequentially delaying hearings.

IV. Acknowledgement to Pay Fees

This application must be completed and a fee of **\$250.00** is assessed to include preliminary costs of administrative services and initial correspondence. Additional charges will be invoiced for, publication and certified mailings to property owners within 200 feet of said property.

Payment must accompany this application.

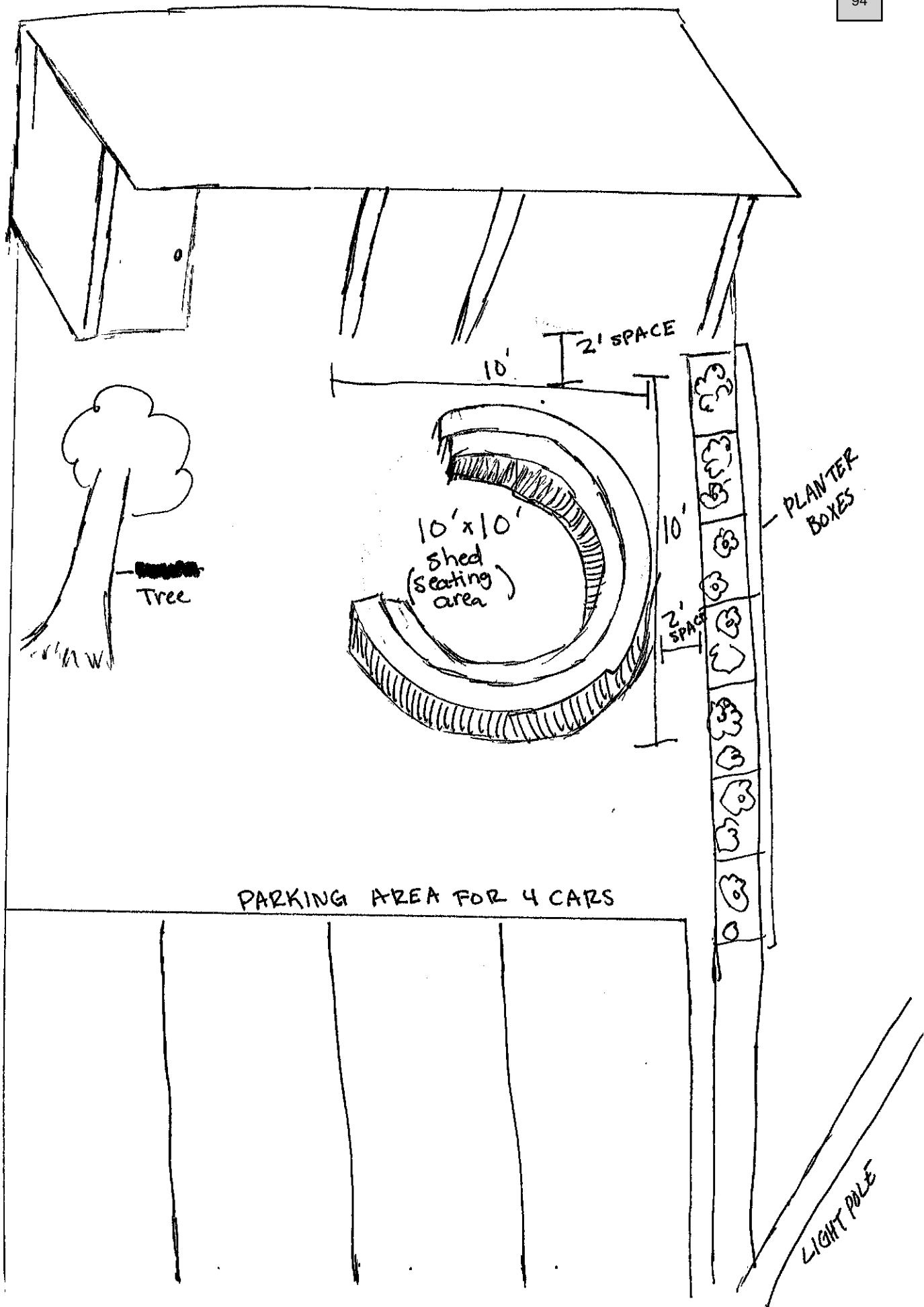
FEES PAID HEREUNDER ARE NON-REFUNDABLE UPON SIGNING

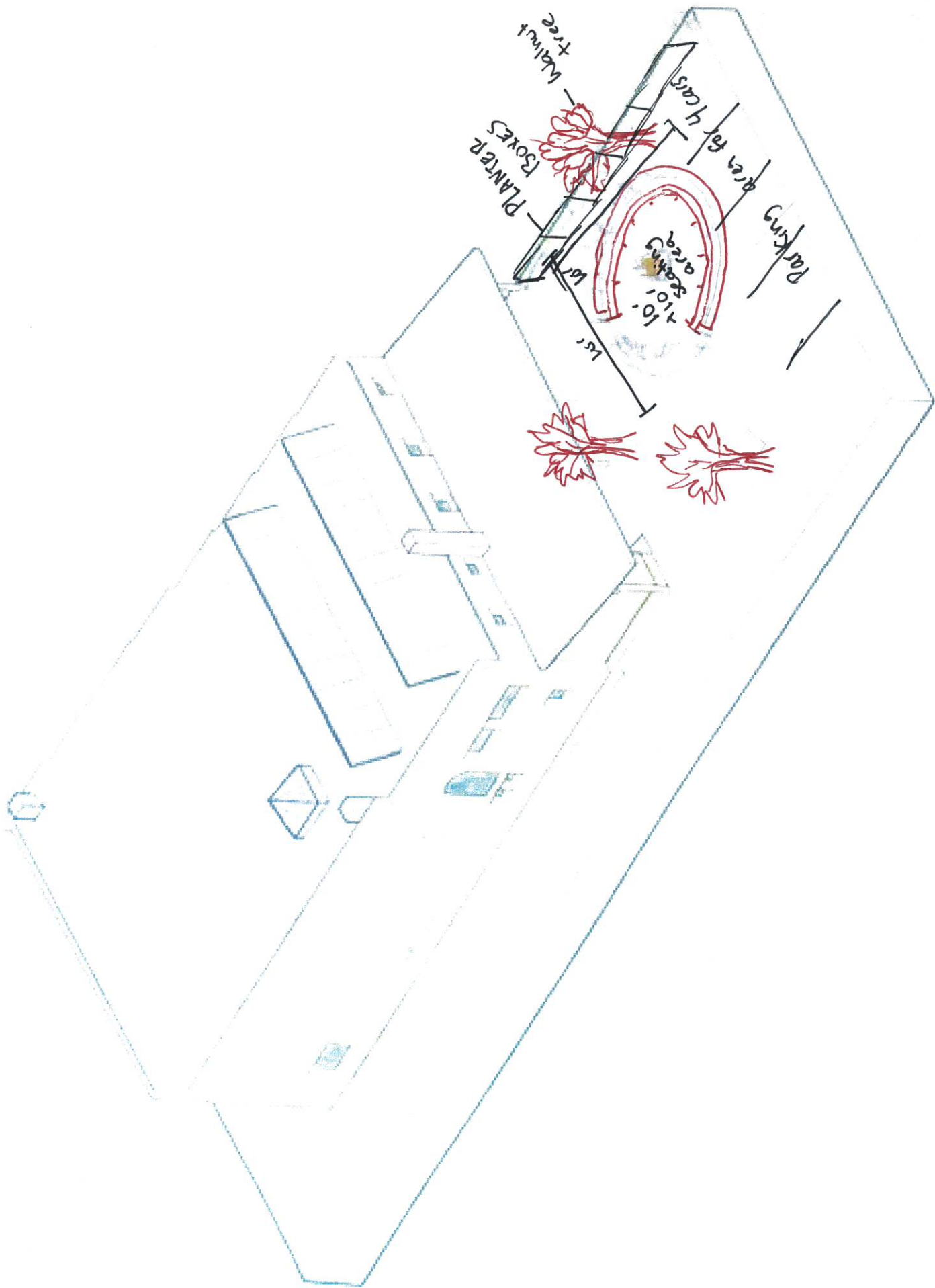
By signing below, I acknowledge that I will be billed for any overages of costs incurred for this Special Review/Variance. I am aware that upon acceptance of the Special Review/Variance by the Planning and Zoning Commission, a building permit must be applied and approved by the Building Inspector, if applicable.

SIGNED Alicia Michelsen

PRINTED NAME Alicia Michelsen DATE: 10/30/2023

Clerks Acceptance _____ DATE _____





REVIEWED
FOR CODE
COMPLIANCE

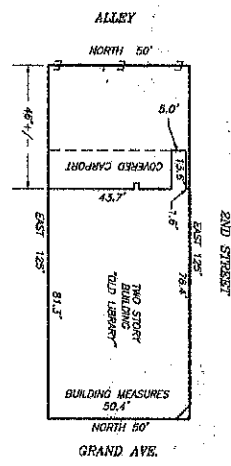
03/19/2022 2:28:29 PM

IMPROVEMENT LOCATION CERTIFICATE

THIS IS NOT A SURVEY

BORROWERS: TOM & SUSAN G. COBBIE
 PROJECTED BY: REVAUN MITT WEST
 PROPERTY ADDRESS: 138 GRAND AVE. PAONIA
 GENERAL LOCATION: PAONIA

DATE: APRIL 27, 2007

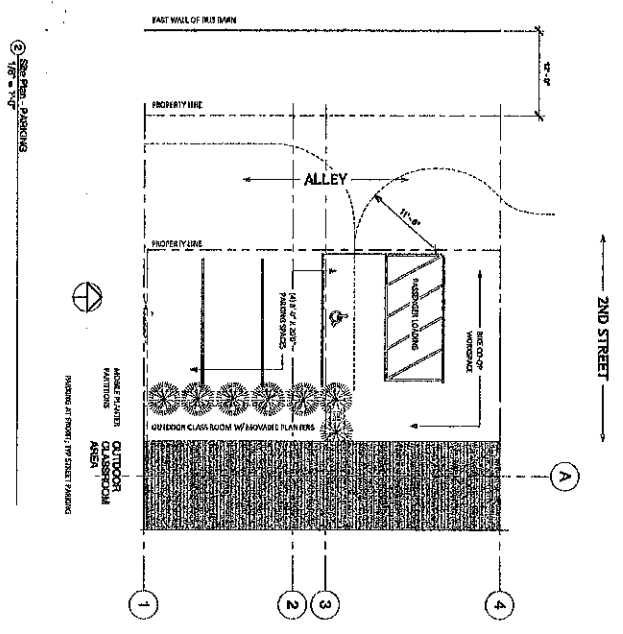
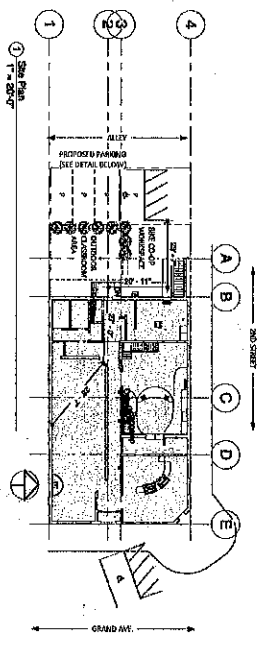


- TYPICAL LEGEND**
- ① Road (as with cap)
 - Hydrocarbon
 - Trench (overhead)
 - Gas line
 - Sewer line
 - Electric - Over
 - Telephone cable
 - Easement
 - Obstruction
- NOTE:** BOUNDARY LINES ARE UNDEMONSTRATED BY A SURVEY, AND RELEVANT LINES ROUND THE IMPROVEMENTS APPROX TO BE WITHIN THE BOUNDARY LINES.
- LEGAL DESCRIPTION:**
 LOTS 19 AND 20 IN BLOCK 2 OF THE ORIGINAL TOWN OF PAONIA,
 COLORADO
 DEER COUNTY,
 STATE OF COLORADO.

SCALE: 1"=50'

**DISCRETION BY DRAWER AND COMPANY PROFESSIONAL LAND SURVEYOR INC. P.O. BOX 16992
 408 GRAND AVENUE, PAONIA, COLORADO 81429 (773)507-4900 FAX (773)507-4262**
 I hereby certify that this improvement location certificate was prepared solely for the use of the borrower and that it is not to be relied upon for any other purpose. I further certify that the improvements on this certificate were located and shown as they exist on the date of this certificate and that there is no apparent evidence of encroachment or encroachment on the part of the borrower or any other person.

W.C. Timmer and Company
 Professional Land Surveying Inc.
 1009 LICHTNER AVE. APRIL 27, 2007
 DRAWN BY: JTC & R/W
 CHECKED BY: JTC & R/W
 PROFESSIONAL LAND SURVEYOR COLORADO 88876



② SEE PLAN - PARSONS
 7/8" = 1'-0"

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 www.studiosmim.com
 303 EAST MAIN, SUITE 200
 DENVER, CO 80202
 303.733.0207
 studiosmim.com

NOTES:

1. This drawing is based on the information provided by the borrower and is not a survey. It is not to be used for any other purpose.
2. The borrower is responsible for obtaining all necessary permits and approvals from the appropriate authorities.
3. The borrower is responsible for ensuring that all improvements are constructed in accordance with the applicable codes and regulations.
4. The borrower is responsible for ensuring that all improvements are properly maintained and repaired.
5. The borrower is responsible for ensuring that all improvements are properly insured.

THE HEARTH - RENOVATION

138 GRAND AVE, PAONIA, CO
 PERMIT SET

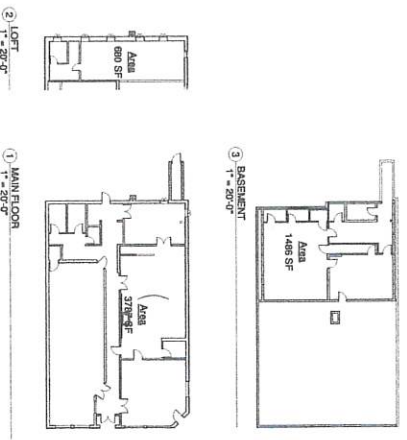
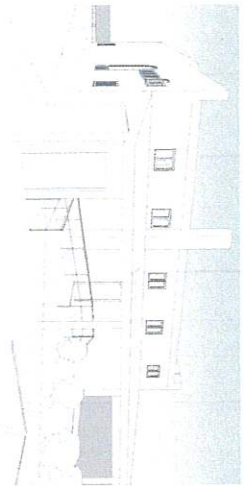
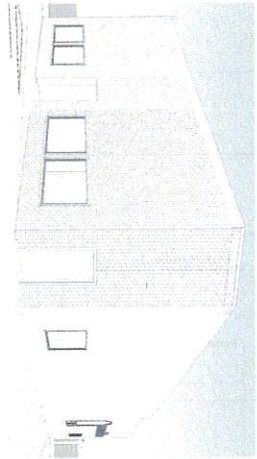
L1.0
 SITE PLAN

Project Number: _____
 Drawn By: JTC & R/W
 Checked By: JTC & R/W

10/19/2022 10:50:22 AM

THE LEARNING COUNCIL BUILDING

CODE & ZONING SUMMARY



BUILDING CODE SUMMARY

CODE: PIA 000013100	ACTUAL: ALLOWABLE/NOT PERMITTED USE
APPLICABLE CODES:	
USE:	
LOT AREA:	
DEVELOPMENT:	
HEIGHT:	
COVET TYPE:	
RELATIVE OCCUPANCY TYPE (ASSEMBLY A1)	
PARKING:	

EXHIBITS LISTINGS:

EXHIBIT	DESCRIPTION
1	GENERAL NOTES
2	FOUNDATION PLAN
3	FLOOR PLAN
4	ELEVATIONS
5	SECTION
6	MECHANICAL
7	ELECTRICAL
8	PLUMBING
9	PAINT
10	FINISHES
11	CONCRETE
12	GLAZING
13	ROOFING
14	MECHANICAL EQUIPMENT
15	ELECTRICAL EQUIPMENT
16	PLUMBING EQUIPMENT
17	FINISHES
18	CONCRETE
19	GLAZING
20	ROOFING
21	MECHANICAL EQUIPMENT
22	ELECTRICAL EQUIPMENT
23	PLUMBING EQUIPMENT
24	FINISHES
25	CONCRETE
26	GLAZING
27	ROOFING

All work is subject to field inspections. The entire Commercial Project is subject to field inspections. Changes to Mechanical work can be made prior to this time.

PROJECT TEAM

OWNER:
THE LEARNING COUNCIL

ARCHITECT:
AASA ARCHITECTS
100 W. MAIN ST. SUITE 200
PAONIA, CO 80651
781.541.4477

ENGINEER:
STRUCTURAL CONSULTANTS & DESIGN INC.
100 W. MAIN ST. SUITE 200
PAONIA, CO 80651
781.541.4477

MECHANICAL ENGINEER:
AASA ARCHITECTS
100 W. MAIN ST. SUITE 200
PAONIA, CO 80651
781.541.4477

ELECTRICAL ENGINEER:
STRUCTURAL CONSULTANTS & DESIGN INC.
100 W. MAIN ST. SUITE 200
PAONIA, CO 80651
781.541.4477

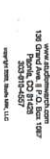
PLUMBING ENGINEER:
STRUCTURAL CONSULTANTS & DESIGN INC.
100 W. MAIN ST. SUITE 200
PAONIA, CO 80651
781.541.4477

REVIEWED
FOR CODE
COMPLIANCE

05/16/2022 5:25:38 PM

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DESIGN + PLANNING

www.studiomm.com
1301 Grand Ave., 2nd Floor, Denver, CO 80202
303.883.4677
denver@studiomm.com denver.studiomm.com



NOTES

Any questions regarding the permit shall be directed to the Building Department. The Building Department is not responsible for providing information regarding the building code. It is the responsibility of the applicant to provide all required information and documents to the Building Department. Changes made to the permit after it has been issued are subject to the Building Department's review. Changes made to the permit after it has been issued are subject to the Building Department's review.

REVISIONS:

No.	Description	Date

VICINITY MAP: 138 GRAND AVE



PROJECT INFORMATION

SITE: 138 GRAND AVE, PAONIA, CO 80651

CONTENTS

NO.	DESCRIPTION	SHEET NO.
T0.0	COVER SHEET	T0.0
L1.0	GENERAL NOTES	L1.0
A1.0	FOUNDATION PLAN	A1.0
F1.0	FLOOR PLAN	F1.0
E1.0	ELEVATIONS	E1.0
S1.0	SECTION	S1.0
M1.0	MECHANICAL	M1.0
E2.0	ELECTRICAL	E2.0
P1.0	PLUMBING	P1.0
FIN1.0	FINISHES	FIN1.0
CON1.0	CONCRETE	CON1.0
GL1.0	GLAZING	GL1.0
RO1.0	ROOFING	RO1.0
MEQ1.0	MECHANICAL EQUIPMENT	MEQ1.0
EEQ1.0	ELECTRICAL EQUIPMENT	EEQ1.0
PEQ1.0	PLUMBING EQUIPMENT	PEQ1.0

THE HEARTH - RENOVATION

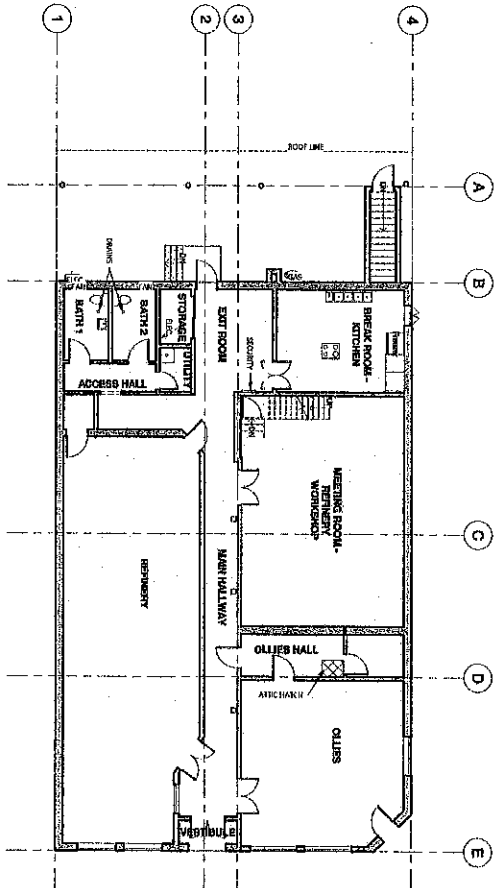
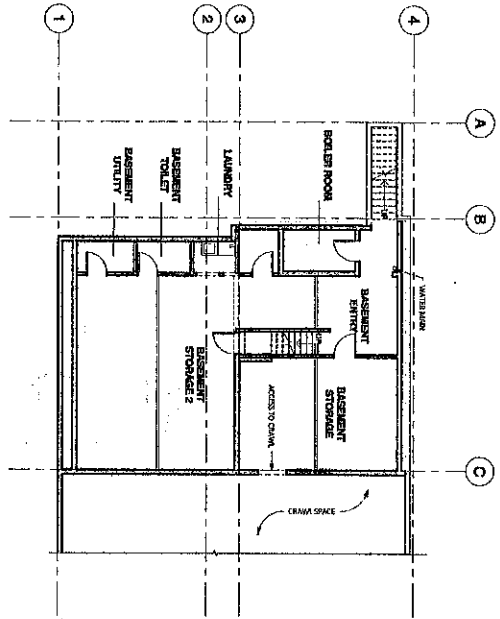
138 GRAND AVE, PAONIA, CO

PERMIT SET

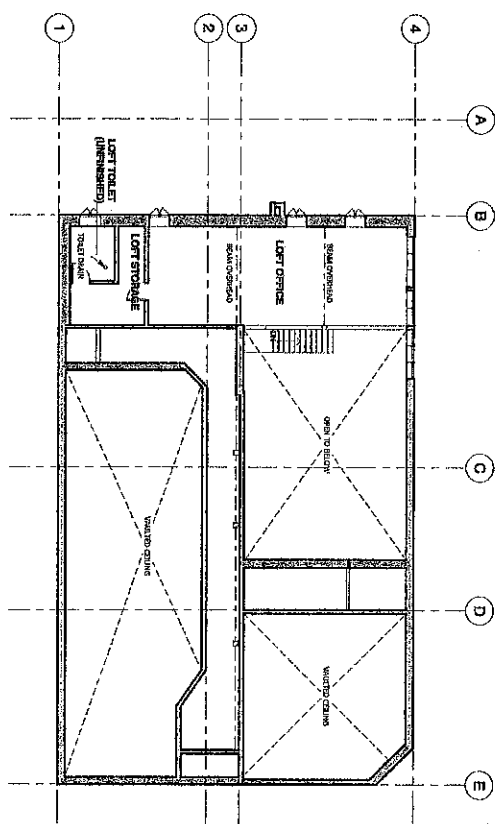
Project Number: 138GrandAveRenov
Date: May 17, 2022
Designed by: StudioMM
Checked by: StudioMM

Project Number: 138GrandAveRenov
Date: May 17, 2022
Designed by: StudioMM
Checked by: StudioMM

T0.0
L1.0
A1.0
F1.0
E1.0
S1.0
M1.0
E2.0
P1.0
FIN1.0
CON1.0
GL1.0
RO1.0
MEQ1.0
EEQ1.0
PEQ1.0



REVIEWED
FOR CODE
COMPLIANCE



A1.0
EXISTING
PLANS

Project Number: 157-17-17
Date: May 2, 2018
Drawn By: [Name]
Checked By: [Name]

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

REVISIONS:

Any changes required by the local building department shall be indicated by a circled number in the revision column. The contractor shall be responsible for obtaining all necessary permits and for ensuring that all work complies with the applicable building codes. The contractor shall be responsible for obtaining all necessary permits and for ensuring that all work complies with the applicable building codes. The contractor shall be responsible for obtaining all necessary permits and for ensuring that all work complies with the applicable building codes.



05/16/2018 02:58:39 PM

REVIEWED
FOR CODE
COMPLIANCE

05-18-2022 3:58:29 PM



NOTES

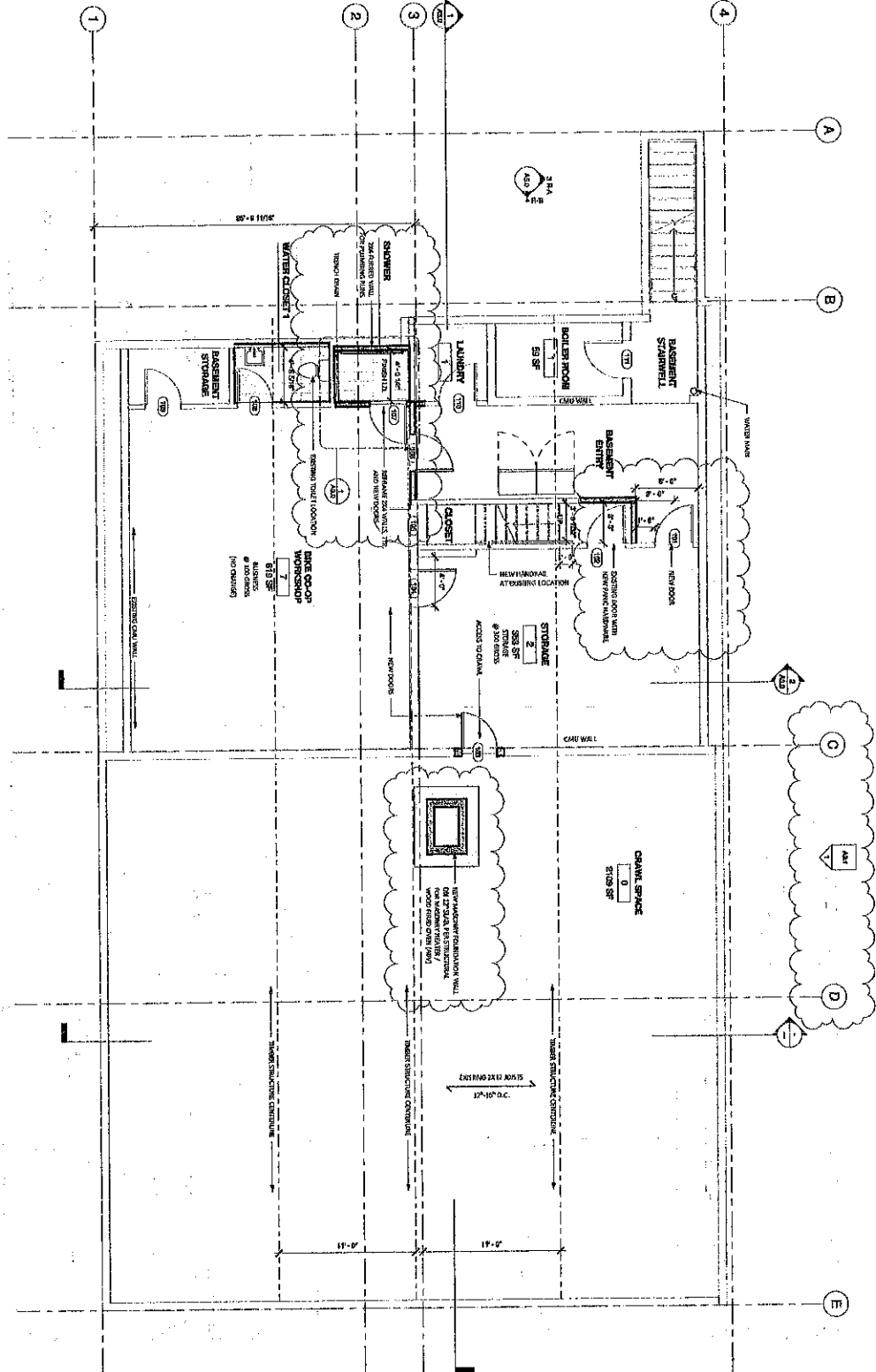
1. See sheet 100 for site plan and location.
2. See sheet 101 for floor plan and elevations.
3. See sheet 102 for mechanical and electrical plans.
4. See sheet 103 for plumbing and fire alarm plans.
5. See sheet 104 for structural and foundation plans.
6. See sheet 105 for exterior elevations and details.
7. See sheet 106 for interior elevations and details.
8. See sheet 107 for landscape and site work.
9. See sheet 108 for general notes and specifications.

PERMISSIONS

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

A1.1
**PROPOSED
BASEMENT**

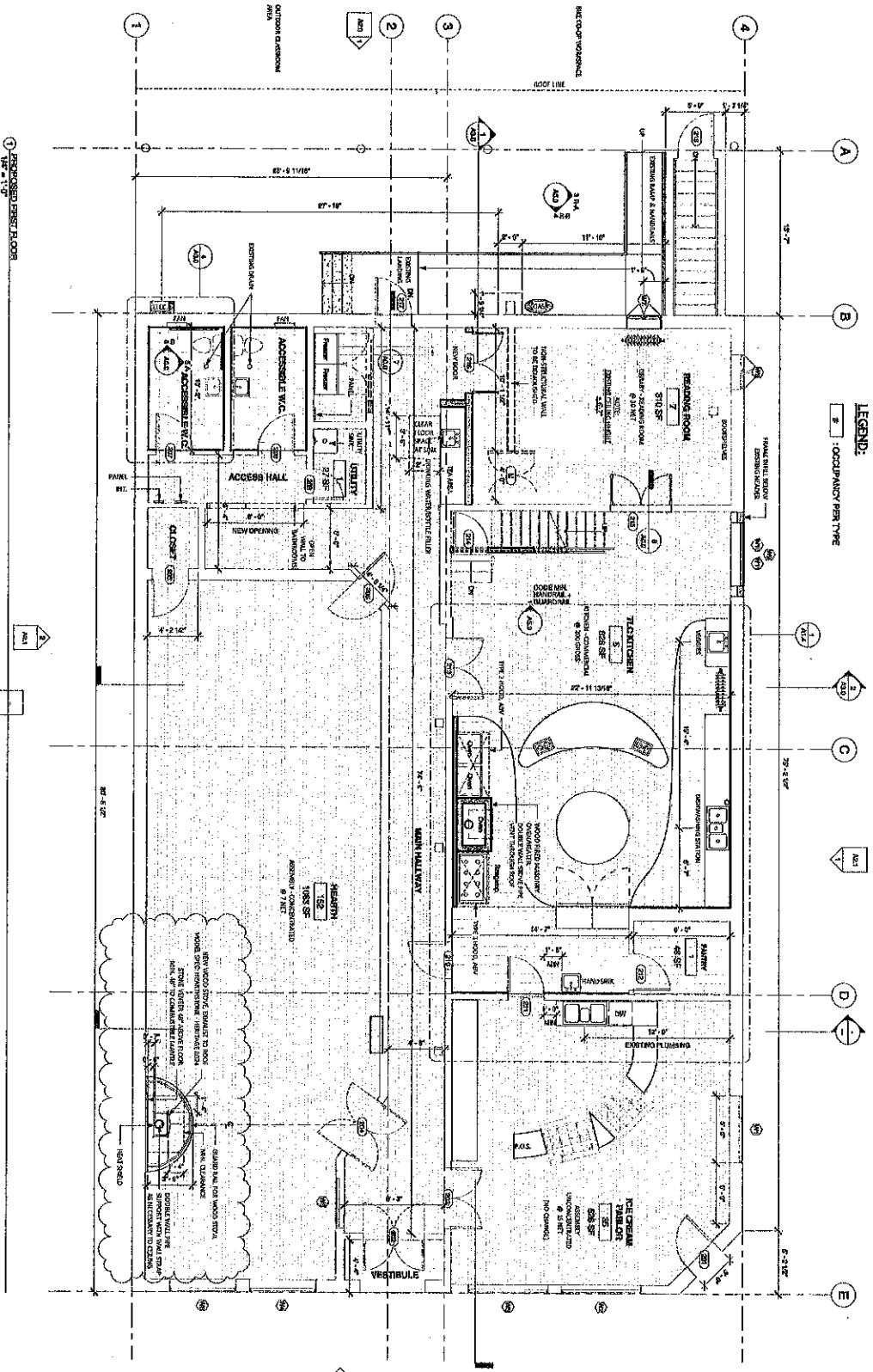
Architect: [Name]
Engineer: [Name]
Contractor: [Name]
Date: [Date]
Address: [Address]
City: [City]
State: [State]
Zip: [Zip]



PROPOSED BASEMENT

REVIEWED
FOR CODE
COMPLIANCE

05/16/2023 10:59:39 AM



THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

A1.2
PROPOSED
FIRST FLOOR

Project Number: 138 Grand Ave, Paonia, CO
Date: 05/16/2023
Client: [Redacted]
Designed by: [Redacted]
Checked by: [Redacted]

Scale: 1/8" = 1'-0"
North Arrow: [Redacted]

REVISIONS:

1. [Redacted]

REVIEWED
FOR CODE
COMPLIANCE

05/16/2022 5:05:30 PM



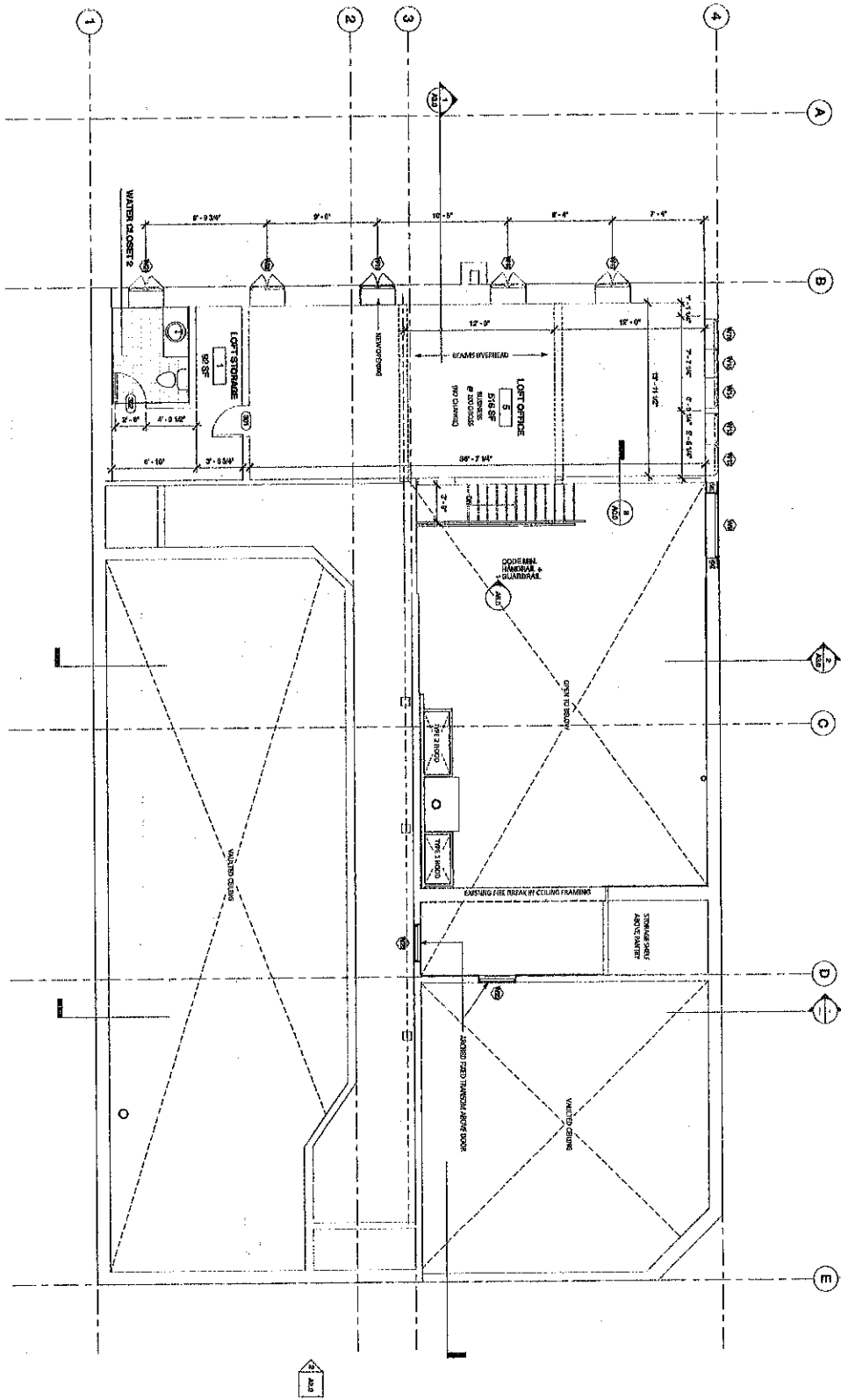
NOTES
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2021 IBC AND ALL APPLICABLE LOCAL ORDINANCES.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.

PERMITS

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Prepared by: [Name]
Checked by: [Name]
Date: [Date]

A1.3
PROPOSED
LOFT FLOOR
1/2" = 1'-0"



PROPOSED LOFT FLOOR
1/2" = 1'-0"

REVIEWED
FOR CODE
COMPLIANCE

DATE: 02/20/2020 5:25:40 PM



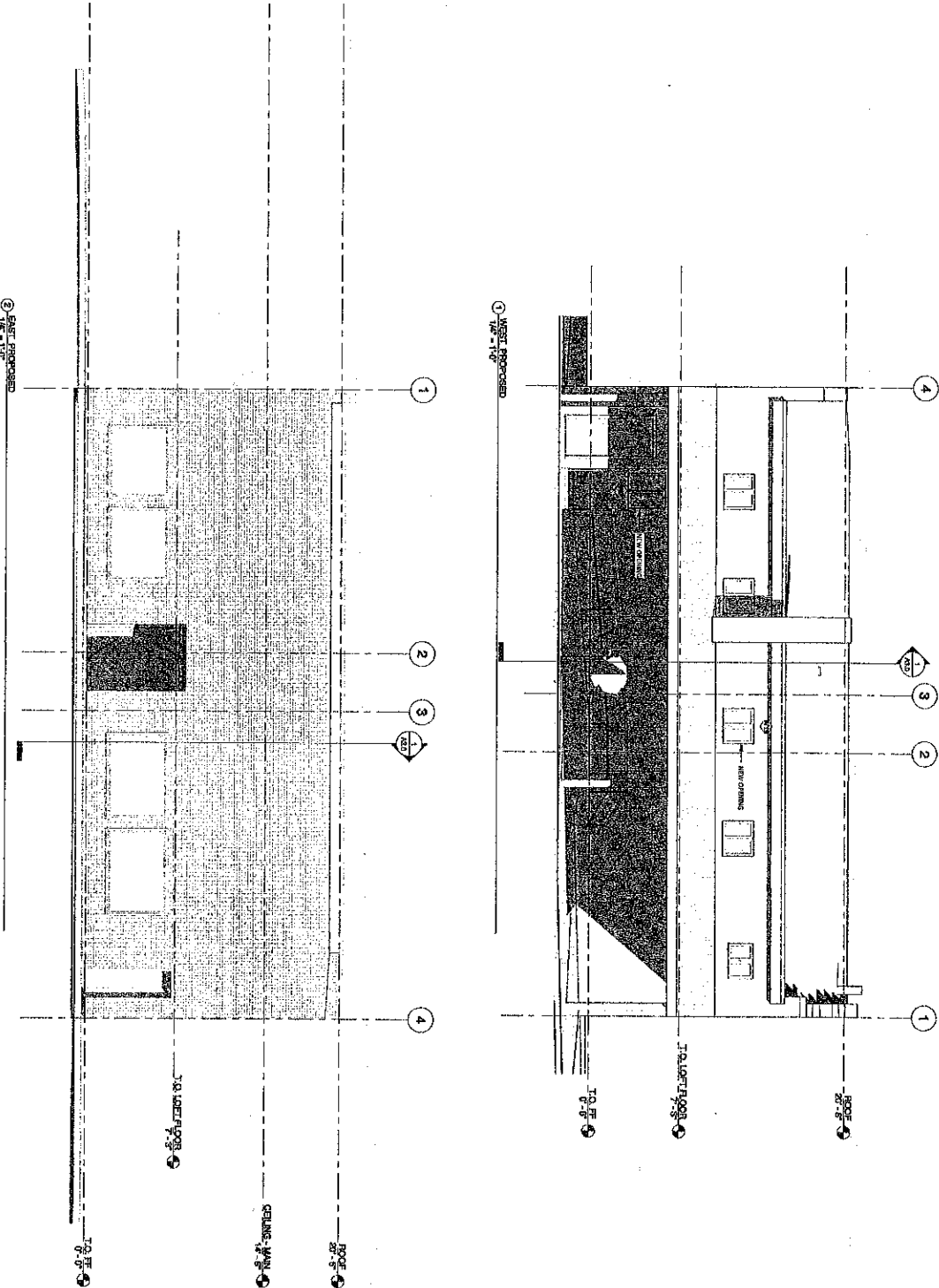
NOTES:
Any questions or requests should be directed to the architect or engineer. The architect or engineer is not responsible for the accuracy of the information provided in this drawing. The architect or engineer is not responsible for the accuracy of the information provided in this drawing. The architect or engineer is not responsible for the accuracy of the information provided in this drawing.

REVISIONS:

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Project Name: THE HEARTH - RENOVATION
Date: May 12, 2020
Submitted by: [Name]
Checked by: [Name]

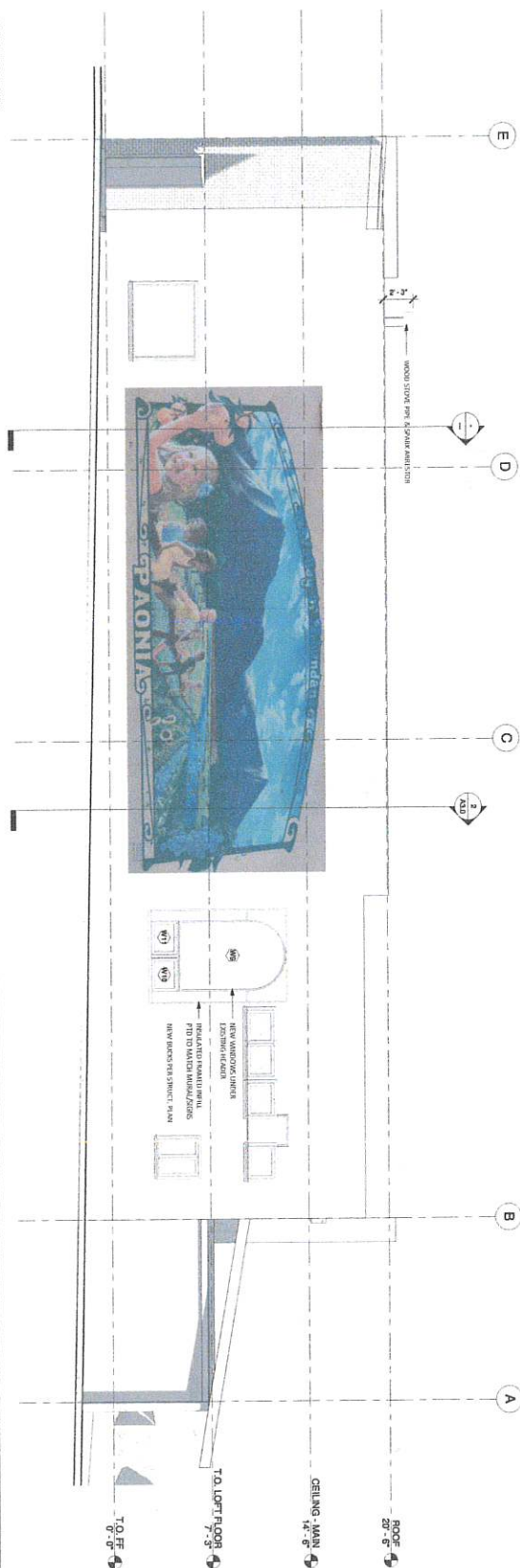
A2.0
PROPOSED ELEVATIONS
Scale: 1/8" = 1'-0"
North Arrow: [Symbol]



1/11/2020 10:00:00 AM

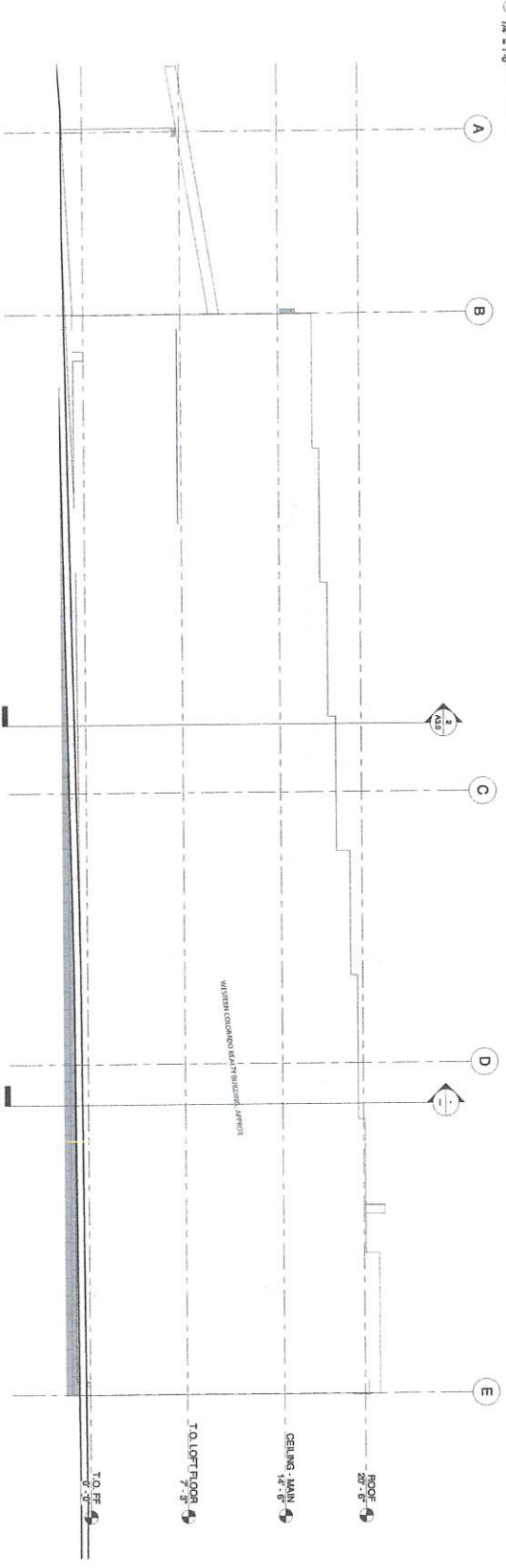
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FOR CODE
COMPLIANCE

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NOTES
Any questions or clarifications are to be directed to the architect. The contractor is responsible for obtaining all necessary permits and for compliance with all applicable codes and regulations. The contractor shall be responsible for the design and construction of the building. The contractor shall be responsible for the design and construction of the building. The contractor shall be responsible for the design and construction of the building.

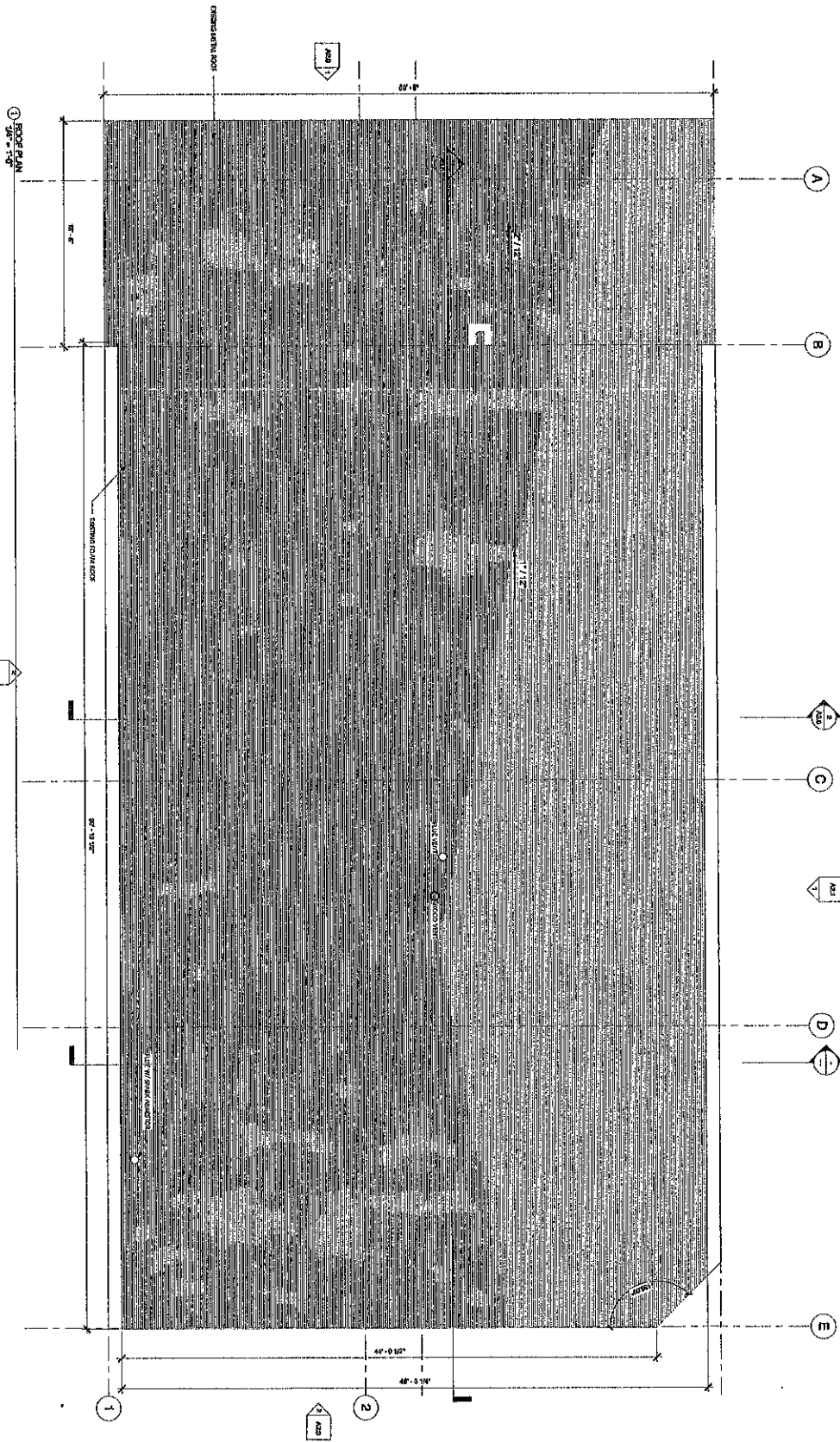
REVISIONS:



2 SOUTH PROPOSED
1/4" = 1'-0"

A2.1
**PROPOSED
ELEVATIONS**
Scale: 1/4" = 1'-0"
Date: 09/16/2022
Project Number: 138 Grand Ave
Client: [Redacted]
Designer: [Redacted]

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET



REVIEWED
FOR CODE
COMPLIANCE

04/16/2023 10:55:49 AM



THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

REVISIONS

Project Number: 1415
 Title: A1.5 ROOF PLAN
 Date: 04/17/2023
 Drawn by: [Name]
 Checked by: [Name]

VIEWED
 PER CODE
 APPLIANCE

02/28/2022 05:58 PM

1



1. 1ST - BASEMENT
 STAIR - TYP

NOTES:
 ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE TO FACE UNLESS
 SPECIFICALLY NOTED TO THE CONTRARY. ALL DIMENSIONS TO BE
 VERIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE
 FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE SITE PRIOR
 TO COMMENCEMENT OF WORK. ANY CHANGES TO THE PERMIT SET
 SHALL BE APPROVED BY THE DESIGNER. THE CONTRACTOR SHALL
 MAINTAIN ACCESS TO ALL UTILITIES AND ADJACENT PROPERTIES.
 ALL WORK SHALL BE ACCORDING TO THE LATEST EDITIONS OF THE
 INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE
 INTERNATIONAL MECHANICAL CODE BOOK (IMC).
 ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION
 AND APPROVAL BY THE LOCAL PERMITTING AGENCY.

REVISIONS:

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THE HEARTH - RENOVATION
 138 GRAND AVE, PAONIA, CO
 PERMIT SET

1

Project Name: THE HEARTH - RENOVATION
 Date: 02/28/2022
 Designer: Studio MIM
 Client: [REDACTED]
 Scale: 1/8" = 1'-0"
 Title: LIFE SAFETY PLANS
 Author: [REDACTED]@studiovim.com
 02/28/2022 10:46:55 AM

REVIEWED FOR CODE COMPLIANCE

05/18/2022 5:25:28 PM



STUDIO MM DESIGN + PLANNING

NOTES: 1. The contractor shall verify all dimensions and conditions of the existing structure prior to construction. 2. All materials shall be installed in accordance with the manufacturer's instructions and applicable building codes. 3. The contractor shall be responsible for obtaining all necessary permits and inspections. 4. The contractor shall maintain access to all adjacent properties at all times. 5. The contractor shall be responsible for the removal and disposal of all debris and materials. 6. The contractor shall be responsible for the protection and preservation of all existing utilities and structures. 7. The contractor shall be responsible for the completion of all work within the specified time frame. 8. The contractor shall be responsible for the maintenance of a clean and safe work site at all times. 9. The contractor shall be responsible for the payment of all subcontractors and suppliers. 10. The contractor shall be responsible for the completion of all work within the specified time frame.

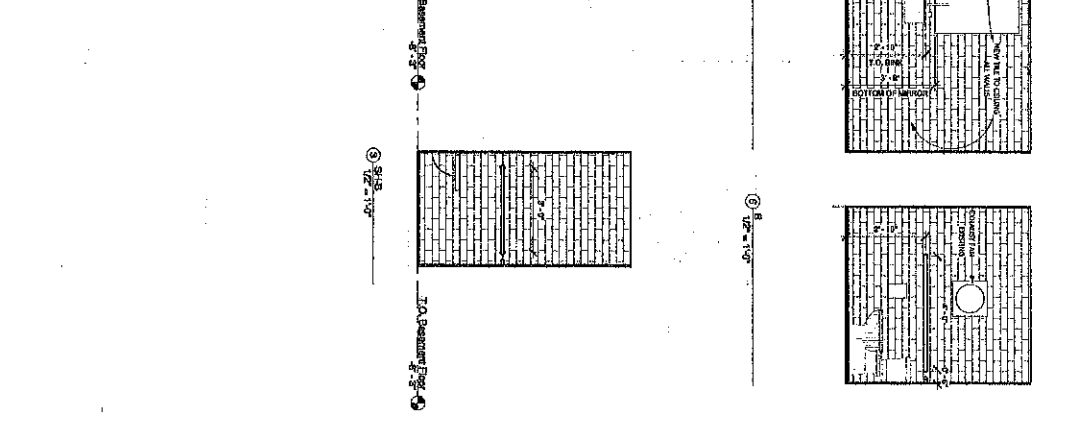
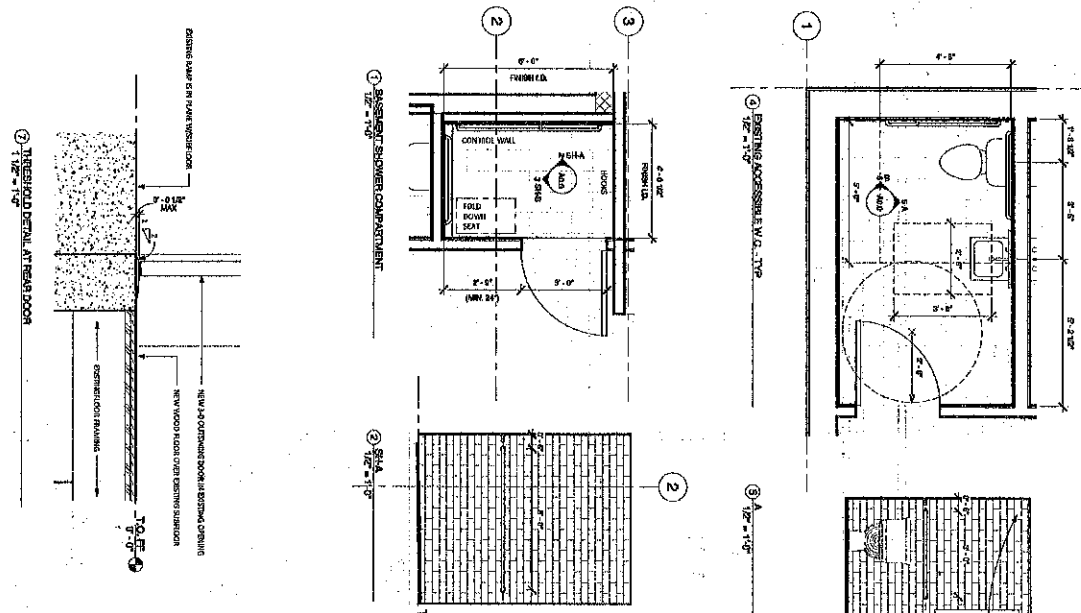
REVISIONS:

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

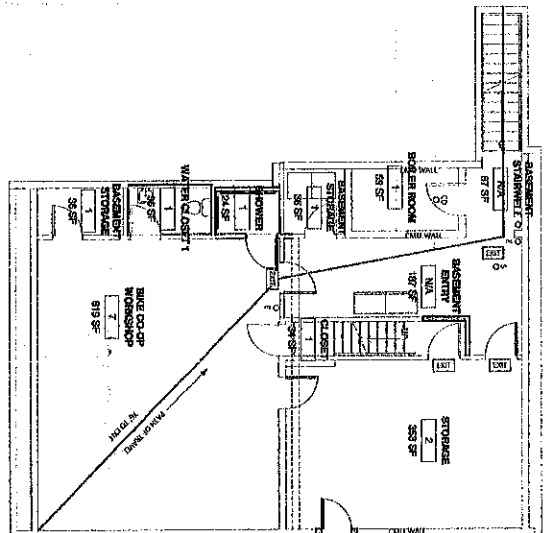
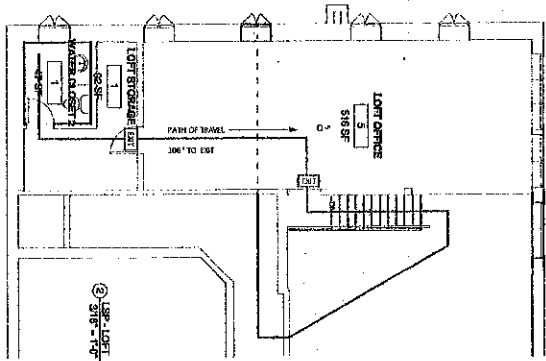
Project Number: May 12, 2022
Client: [Redacted]
Designer: [Redacted]

GENERAL INFO & DETAILS
A0.0
05/18/2022 10:49:27 AM

ABBREVIATIONS table with columns for symbol, description, and definition.



1. ASSESSMENT SHOWER COMPARTMENT
2. T.O. BATHING FIG. 1
3. T.O. BATHING FIG. 2
4. T.O. BATHING FIG. 3
5. T.O. BATHING FIG. 4



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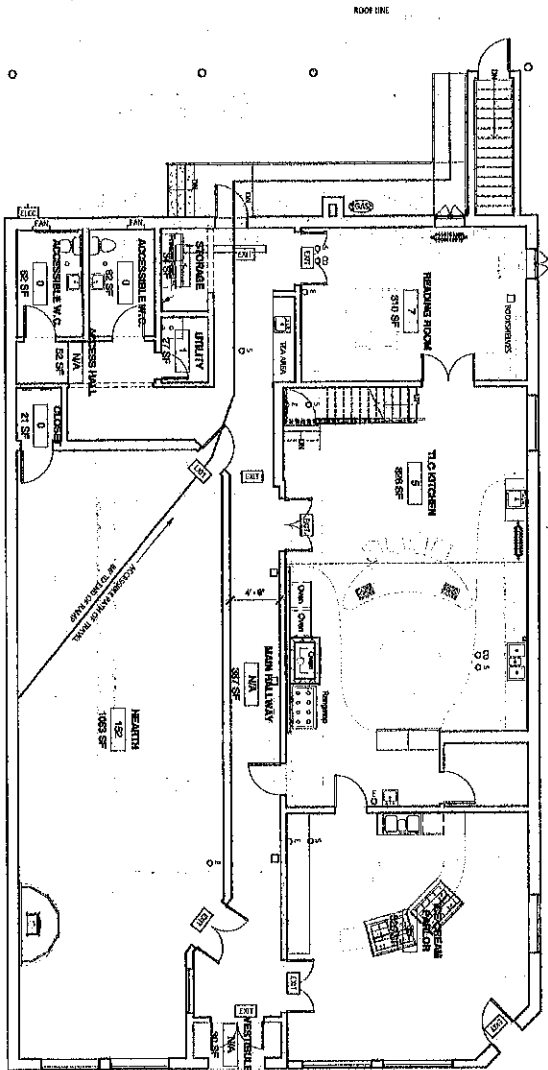
09/18/2022 5:52:58 PM

Studio MW
DESIGN + PLANNING
126 GRAND AVENUE, SUITE 100
PAONIA, CO 80651-1007
303.843.4822
STUDIO@STUDIOMW.COM
WWW.STUDIOMW.COM

NOTES:

All construction shall be in accordance with the current editions of the International Building Code and International Residential Code as adopted by the State of Colorado. All construction shall be in accordance with all applicable local, state and federal codes, rules and regulations. The design is based on the information provided by the client and the field engineer. The designer does not warrant the accuracy of the information provided. The designer shall not be responsible for any errors or omissions in the drawings or for any consequences arising therefrom. The contractor shall be responsible for obtaining all necessary permits and for compliance with all applicable codes and regulations. The contractor shall be responsible for the construction of the project and for the safety of all workers and the public. The contractor shall be responsible for the payment of all taxes and fees. The contractor shall be responsible for the maintenance and repair of the project. The contractor shall be responsible for the removal of all debris and materials from the site. The contractor shall be responsible for the restoration of the site to its original condition. The contractor shall be responsible for the protection of all existing structures and utilities. The contractor shall be responsible for the safety of all workers and the public. The contractor shall be responsible for the payment of all taxes and fees. The contractor shall be responsible for the maintenance and repair of the project. The contractor shall be responsible for the removal of all debris and materials from the site. The contractor shall be responsible for the restoration of the site to its original condition. The contractor shall be responsible for the protection of all existing structures and utilities.

REVISIONS:



LEGEND:

- FIRE EXTINGUISHER
- CO. CARRIER MONITORED DETECTOR
- ILLUMINATED EXIT SIGN
- UNILLUMINATED EXIT SIGN
- INSURAGED
- EXISTING
- OCCUPANCY PARTING

① LIFE SAFETY PLAN - MAIN
S/F - 1107

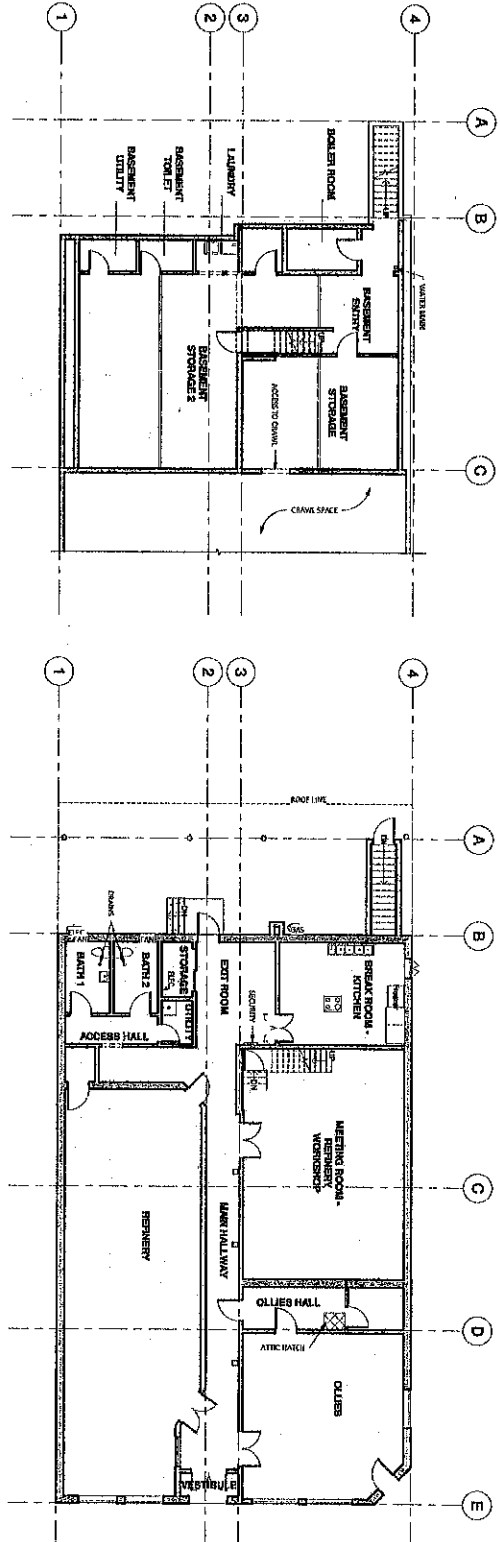
THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Project/Owner	THE HEARTH
Site	138 GRAND AVENUE, PAONIA, CO
Architect	STUDIO MW
Date	09/18/2022
Scale	AS SHOWN
Author	AM
Checker	AM

AO.1
LIFE SAFETY
PLANS
S/F - 1107

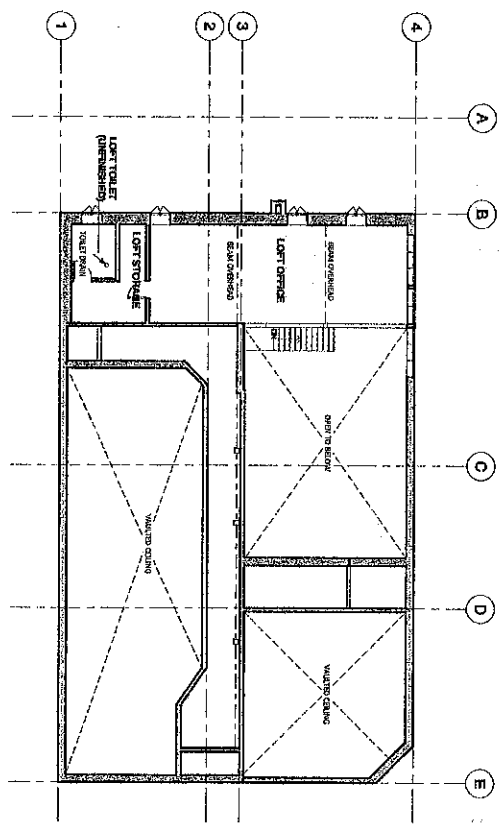
161722202 10:40:56 AM

REVIEWED
FOR CODE
COMPLIANCE



① EXISTING BASEMENT PLAN
1/8" = 1'-0"

② EXISTING FIRST FLOOR PLAN
1/8" = 1'-0"



③ EXISTING LOFT PLAN
1/8" = 1'-0"

NOTES:
Any construction regarding the location of the walls, doors, windows, etc. shall be in accordance with the applicable building code. The contractor shall be responsible for obtaining all necessary permits and approvals. The contractor shall be responsible for ensuring that all construction meets the applicable building code. The contractor shall be responsible for ensuring that all construction meets the applicable building code. The contractor shall be responsible for ensuring that all construction meets the applicable building code.

REVISIONS:

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

A1.0
EXISTING PLANS

Project Number: 138 Grand Ave
Date: May 12, 2022
Drawn By: [Name]
Checked By: [Name]
Scale: 1/8" = 1'-0"

North Arrow
North Arrow Scale: 1/8" = 1'-0"



05/16/2022 2:56:29 PM

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FOR CODE
COMPLIANCE

05/19/2022 3:58:39 PM



NOTES

Any questions regarding this permit set should be directed to the architect or contractor. The contractor is responsible for obtaining all necessary permits and ensuring that the work complies with all applicable codes and regulations. The contractor is also responsible for obtaining all necessary approvals from the relevant authorities.

REVISIONS

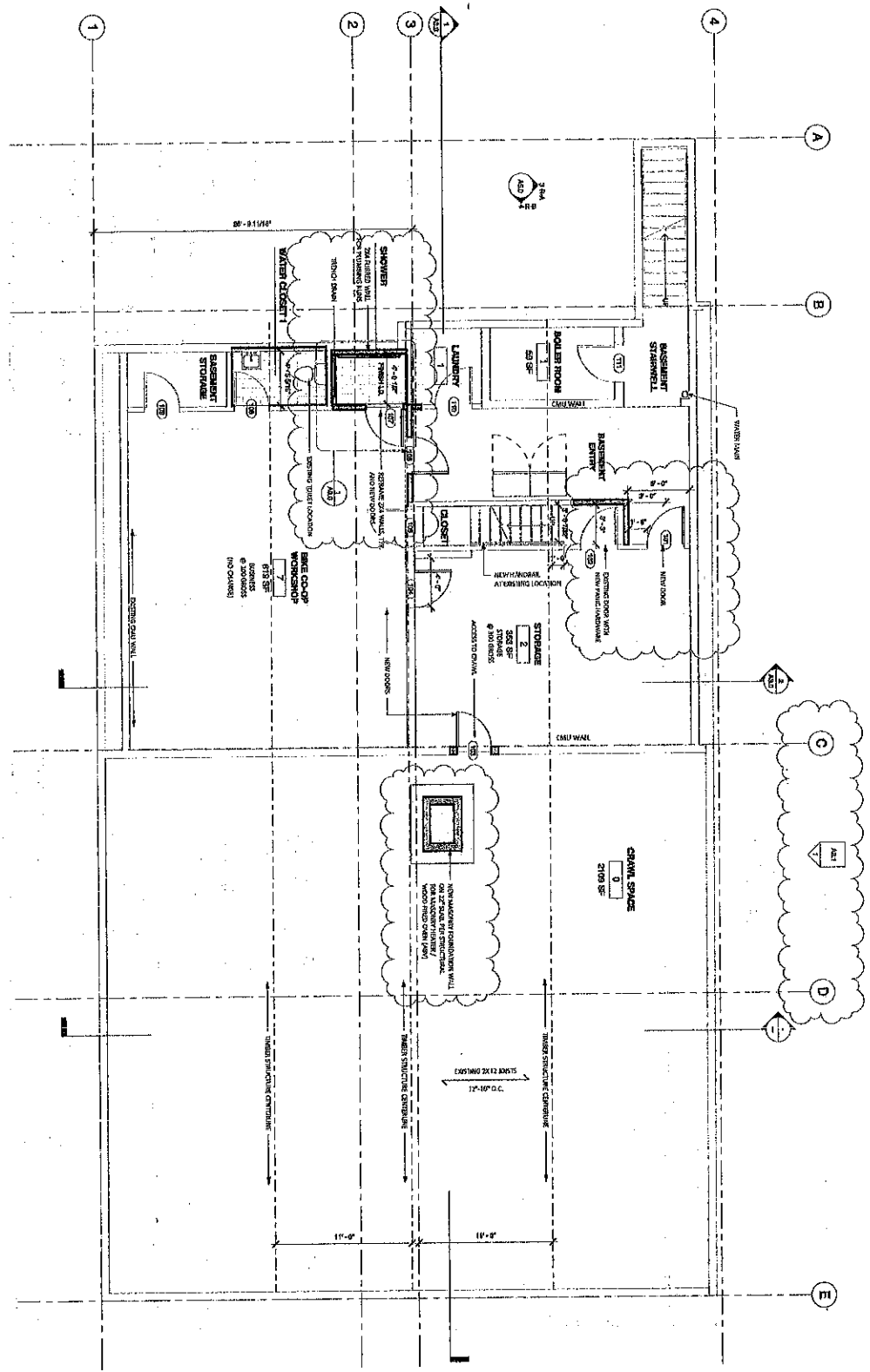
THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

A1.1
**PROPOSED
BASEMENT**

1/2" = 1'-0"

Architect: StudioMIM
Contractor: [Name]
Date: 05/19/2022

PROPOSED BASEMENT
1/2" = 1'-0"



REVIEWED
FOR CODE
COMPLIANCE

6/4/2022 5:55:50 PM



NOTES
Any questions regarding the intent of the drawings should be directed to the architect or engineer. Any changes to the drawings must be made in writing and approved by the architect or engineer. Failure to comply with the drawings may result in the project being delayed or stopped. The contractor is responsible for obtaining all necessary permits and approvals. The contractor is also responsible for ensuring that the drawings are used as intended. Do not make any changes to the drawings without the approval of the architect or engineer. The contractor is responsible for ensuring that the drawings are used as intended. Do not make any changes to the drawings without the approval of the architect or engineer.

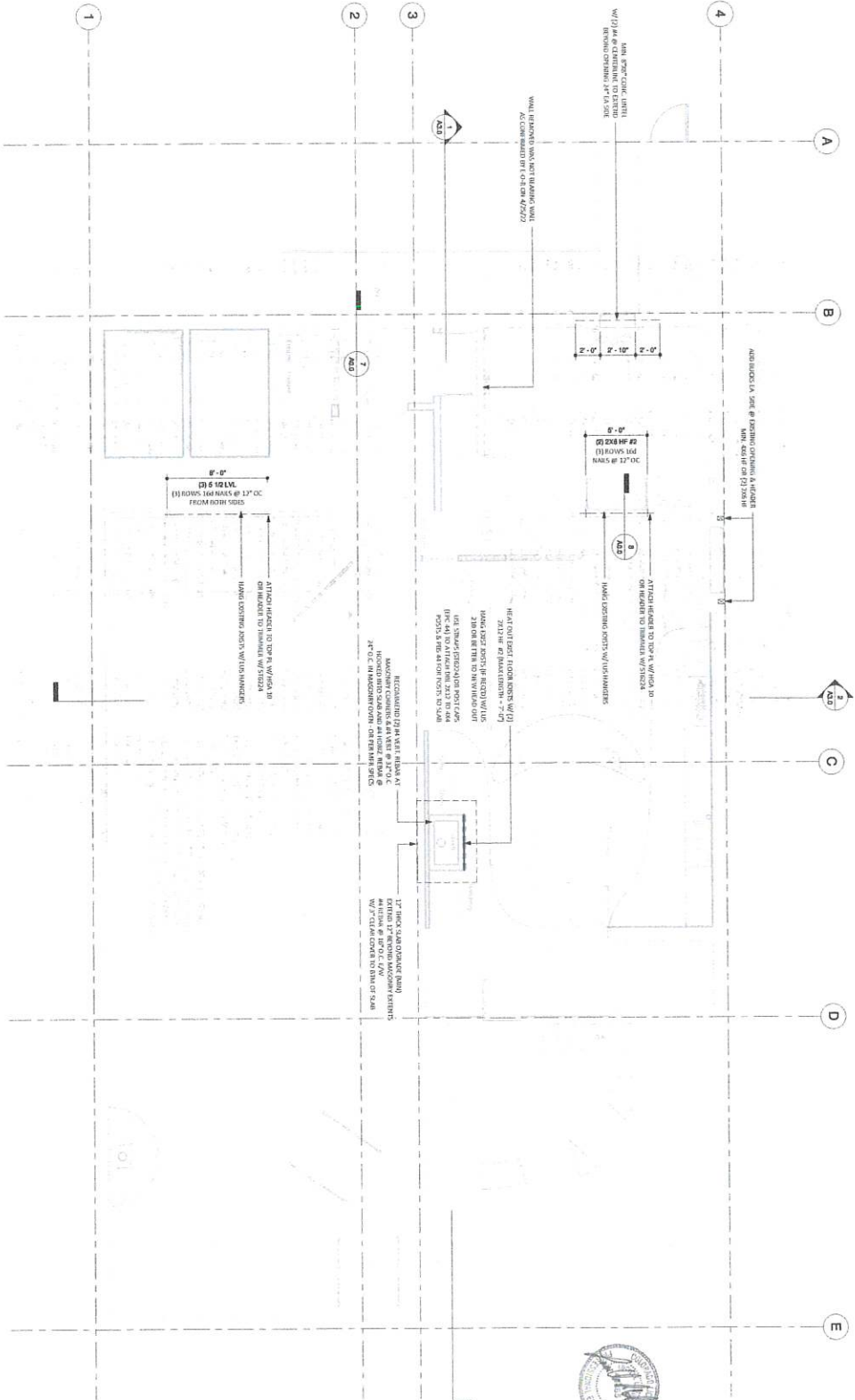
REVISIONS:

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Project Number: S1.0
Date: May 13, 2022
Drawn By: [Name]
Checked By: [Name]

Project Number: S1.0
Date: May 13, 2022
Drawn By: [Name]
Checked By: [Name]
Scale: 1/4" = 1'-0"
Title: THE HEARTH - RENOVATION
STRUCTURAL PLAN
Author: [Name]
6/13/2022 4:20:22 PM

1 STRUCTURAL PLAN
1/4" = 1'-0"



REVIEWED
FOR CODE
COMPLIANCE

05/18/2022 5:05:58 PM



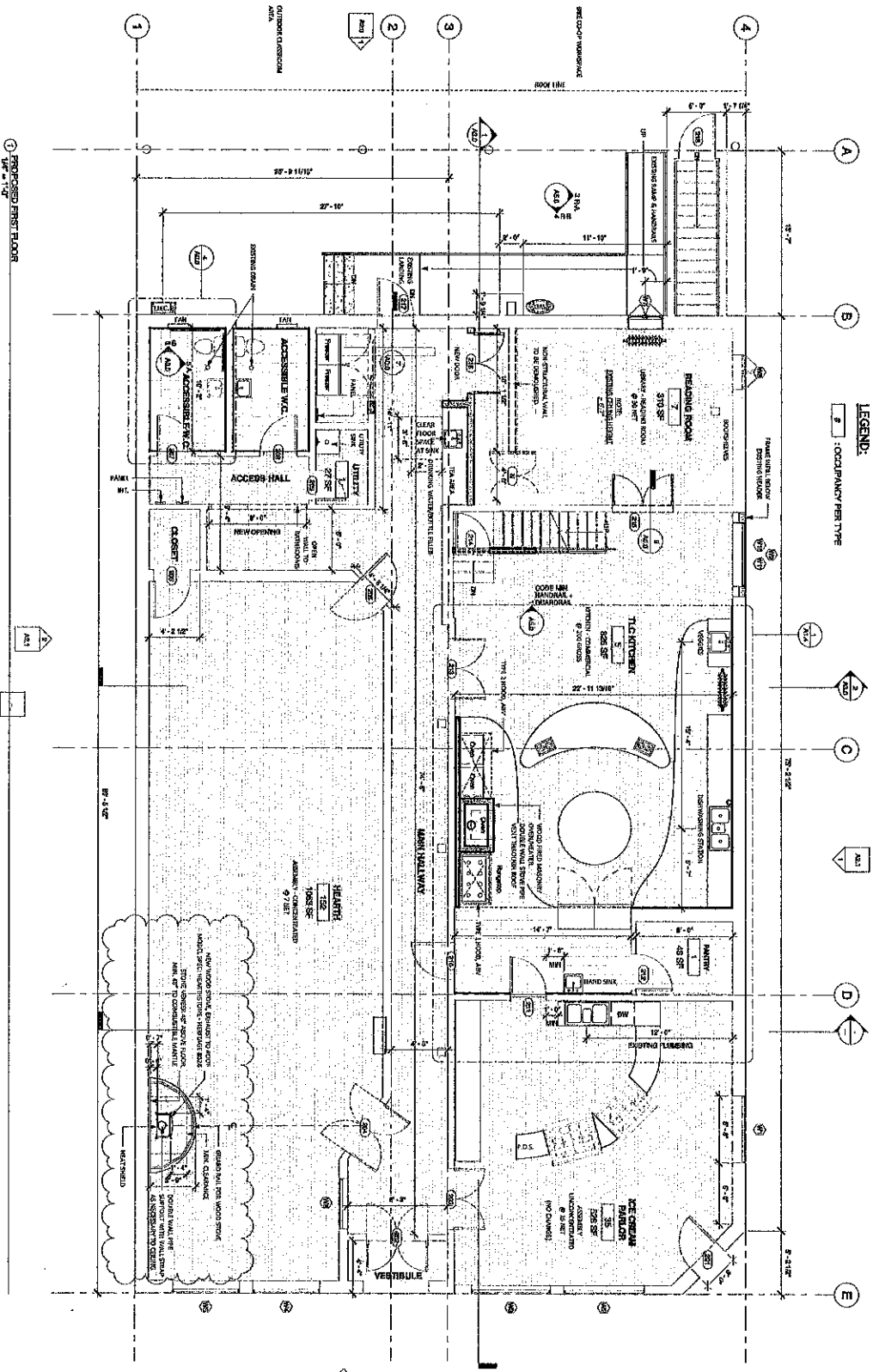
NOTES:
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PAONIA ORDINANCES AND THE COLORADO CONSTRUCTION CODE (C.C.C.) AND THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODE BOOK (IMC/IEC) AS APPLICABLE.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PAONIA ORDINANCES AND THE COLORADO CONSTRUCTION CODE (C.C.C.) AND THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODE BOOK (IMC/IEC) AS APPLICABLE.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PAONIA ORDINANCES AND THE COLORADO CONSTRUCTION CODE (C.C.C.) AND THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODE BOOK (IMC/IEC) AS APPLICABLE.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PAONIA ORDINANCES AND THE COLORADO CONSTRUCTION CODE (C.C.C.) AND THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODE BOOK (IMC/IEC) AS APPLICABLE.
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PAONIA ORDINANCES AND THE COLORADO CONSTRUCTION CODE (C.C.C.) AND THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODE BOOK (IMC/IEC) AS APPLICABLE.

PERSONS:

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Project Number	138
Date	05/18/2022
Drawn By	MM
Checked By	MM
Project Name	THE HEARTH - RENOVATION
Client	MM

A1.2
PROPOSED
FIRST FLOOR
138 GRAND AVE, PAONIA, CO
05/18/2022 5:05:58 PM
Master File Path: 138 Grand Ave - A1.2.rvt



PROPOSED FIRST FLOOR

REVIEWED
FOR CODE
COMPLIANCE

05/16/2023 5:05:39 PM



NOTES

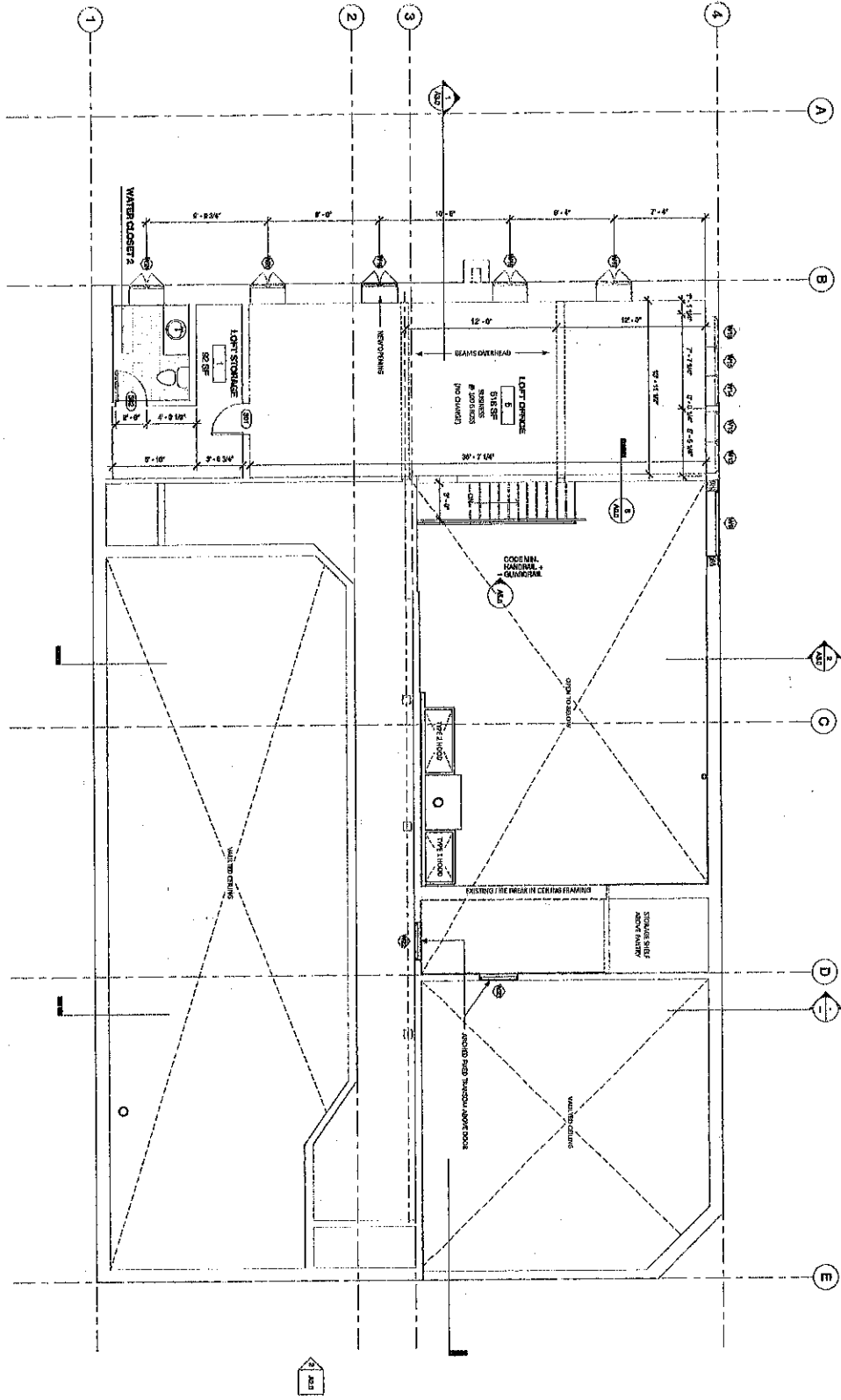
1. All construction shall comply with the latest edition of applicable codes as in the current code book for the jurisdiction of the project. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.

REVISIONS

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Project Name: THE HEARTH - RENOVATION
Date: 05/17/2023
Address: 138 GRAND AVE, PAONIA, CO
City: PAONIA, CO
County: GARFIELD
State: CO
Client: THE HEARTH

A1.3
PROPOSED
LOFT FLOOR
1/2" = 1'-0"
DATE: 05/17/2023
DRAWN BY: [Name]
CHECKED BY: [Name]



PROPOSED 138 LOFT FLOOR
1/2" = 1'-0"

REVIEWED
FOR CODE
COMPLIANCE

06/18/2022 5:35:38 PM



Studio MM
DESIGN + PLANNING
100 BROADWAY, 11th FLOOR
DENVER, CO 80202
303.996.8227
www.studiomm.com

NOTES:
Any questions regarding the details shown on this permit set should be directed to the architect. The architect shall be responsible for providing all necessary information to the permitting authority. The permitting authority shall be responsible for reviewing the permit set and issuing the permit. The architect shall be responsible for providing all necessary information to the permitting authority. The permitting authority shall be responsible for reviewing the permit set and issuing the permit. The architect shall be responsible for providing all necessary information to the permitting authority. The permitting authority shall be responsible for reviewing the permit set and issuing the permit.

REVISIONS:

NO.	DATE	DESCRIPTION
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THE HEARTH - RENOVATION

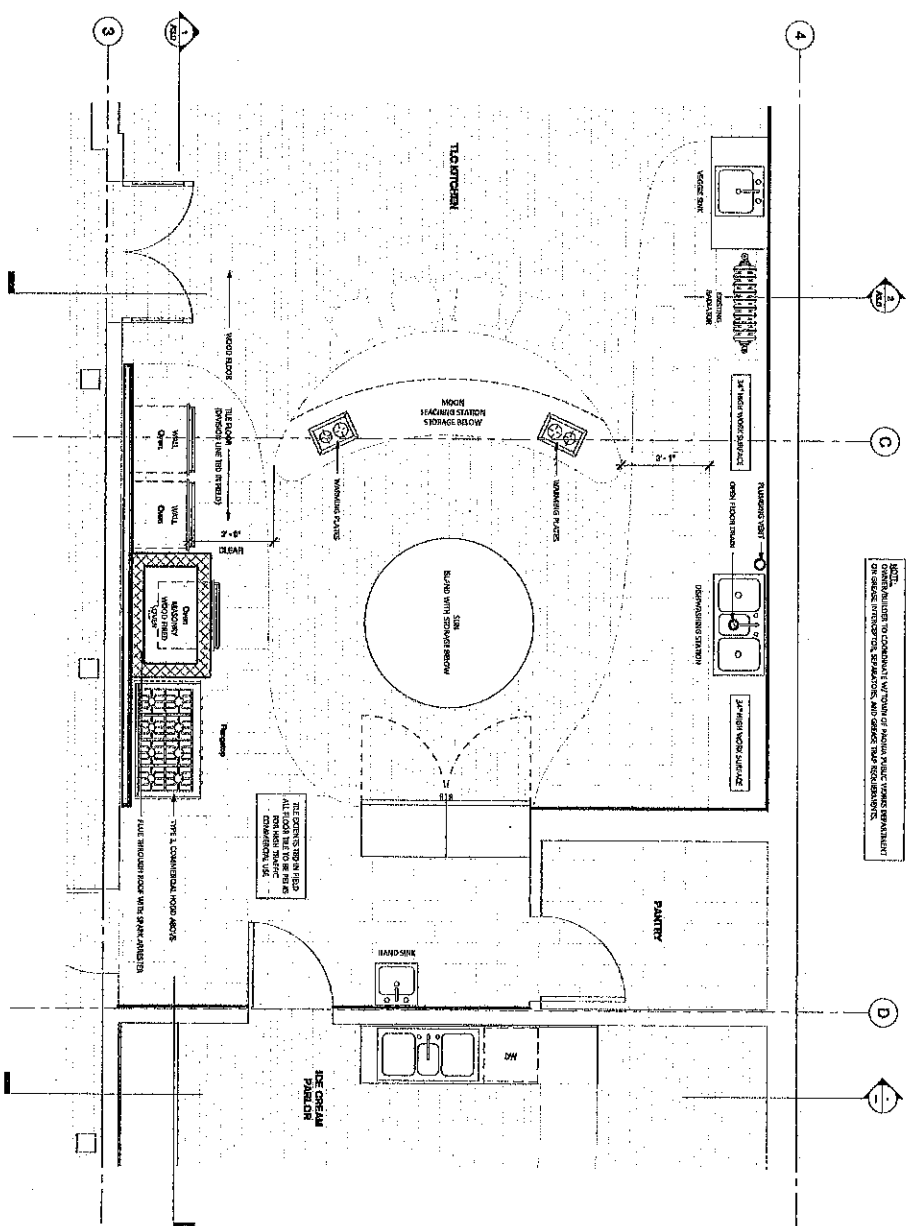
138 GRAND AVE, PAONIA, CO

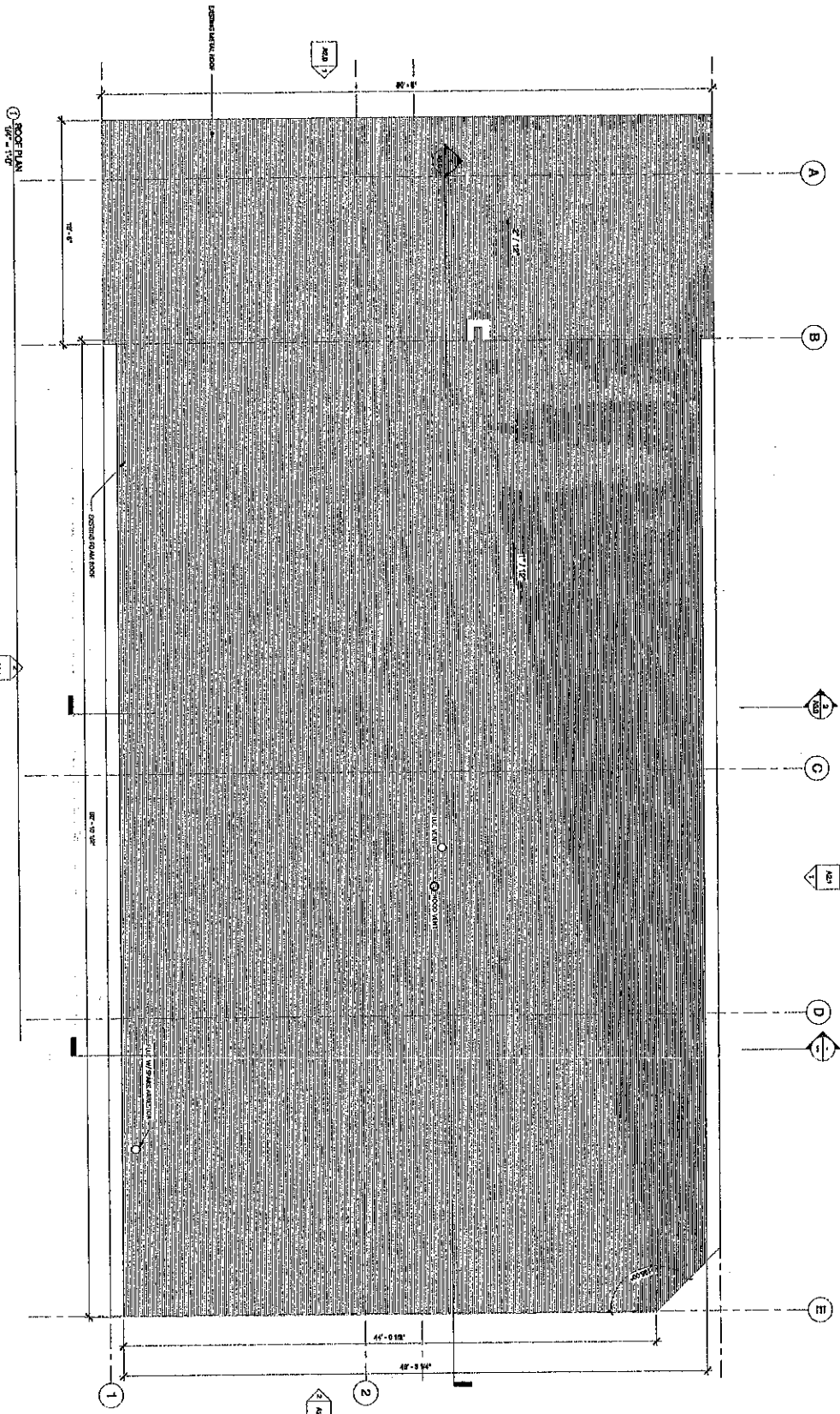
PERMIT SET

Project Number: A1.4
Date: May 12, 2022
Design By: [Name]
Checked By: [Name]

A1.4
**PROPOSED
KITCHEN**

1 COMMERCIAL KITCHEN PLAN





REVIEWED
FOR CODE
COMPLIANCE

03/16/2022 5:55:01 PM



NOTES
 1. All work shall conform to the 2015 International Building Code (IBC) and the 2015 International Residential Code (IRC) as amended by the applicable local ordinances.

REVISIONS

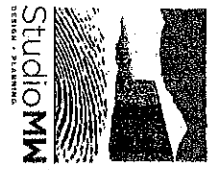
NO.	DATE	DESCRIPTION

THE HEARTH - RENOVATION
 138 GRAND AVE, PAONIA, CO
 PERMIT SET

A1.5
ROOF PLAN
 Title: _____
 Date: _____
 Author: _____
 Checker: _____
 Project: _____
 Date: _____
 Author: _____
 Checker: _____

REVIEWED
FOR CODE
COMPLIANCE

05/16/2022 9:25:06 PM



STUDIO MIM
DESIGN + PLANNING
138 GRAND AVENUE, SUITE 100
PAONIA, CO 80651
781.233.4227
www.studiomim.com

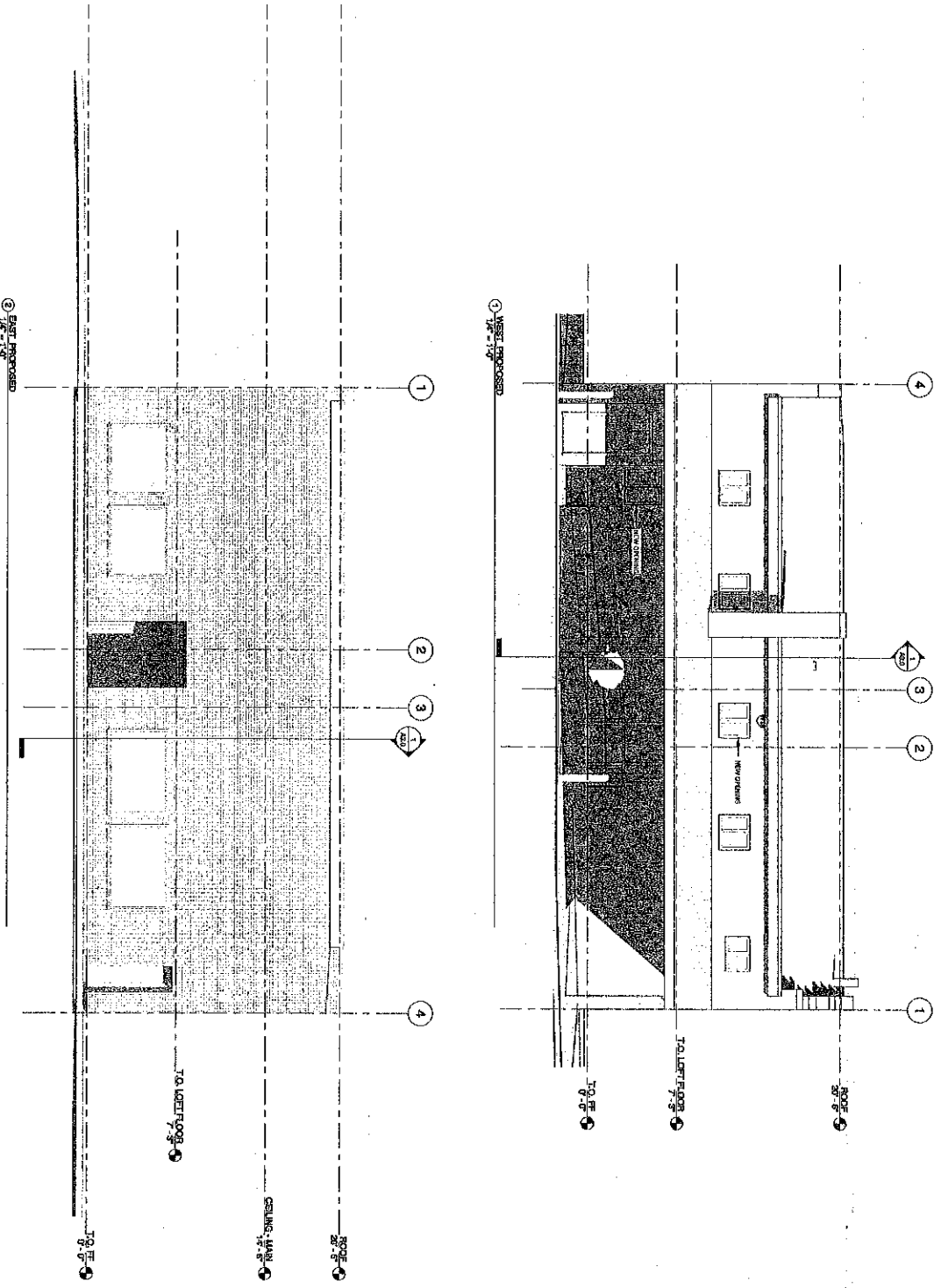
NOTES:
1. All construction shall conform to the 2021 International Building Code (IBC) and the 2021 International Residential Code (IRC) unless otherwise noted.
2. The contractor shall be responsible for obtaining all necessary permits and approvals from the local authority having jurisdiction (AHJ).
3. The contractor shall be responsible for ensuring that all construction complies with the applicable code requirements.
4. The contractor shall be responsible for ensuring that all construction is completed within the specified time frame.
5. The contractor shall be responsible for ensuring that all construction is completed in accordance with the approved plans and specifications.

REVISIONS

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

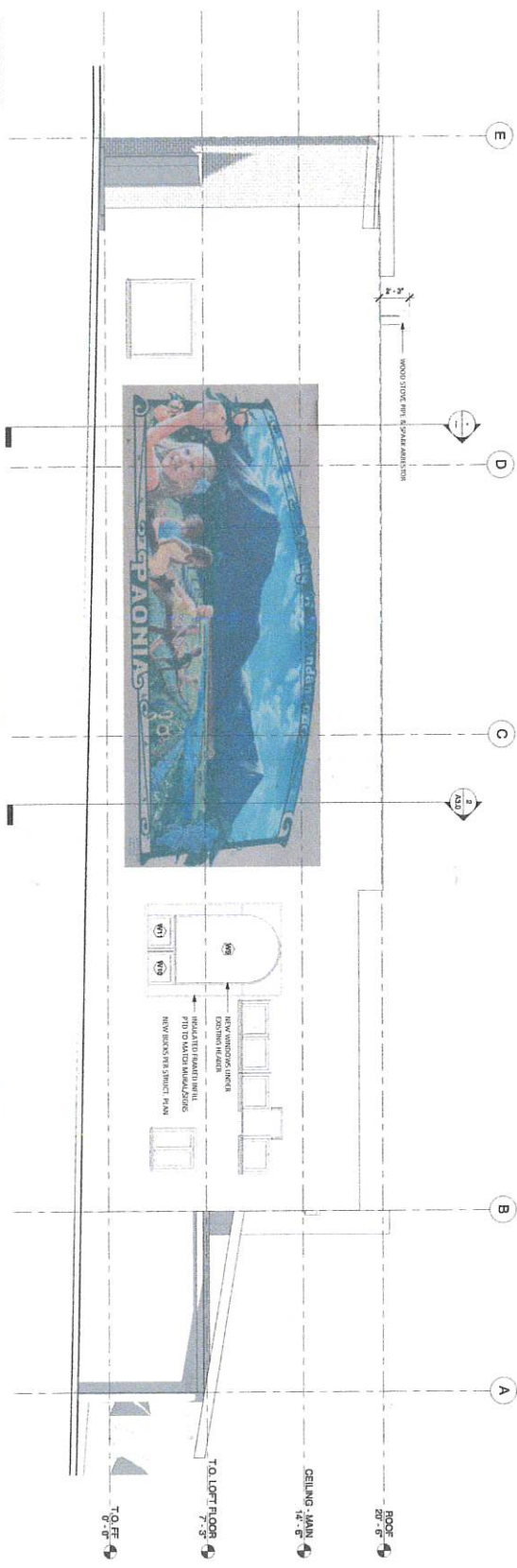
Project Number: 138 Grand Ave
Date: 05/16/2022
Drawn By: [Name]
Checked By: [Name]

A2.0
PROPOSED
ELEVATIONS
DATE: 05/16/2022
TIME: 10:00:00 AM
Author: [Name]

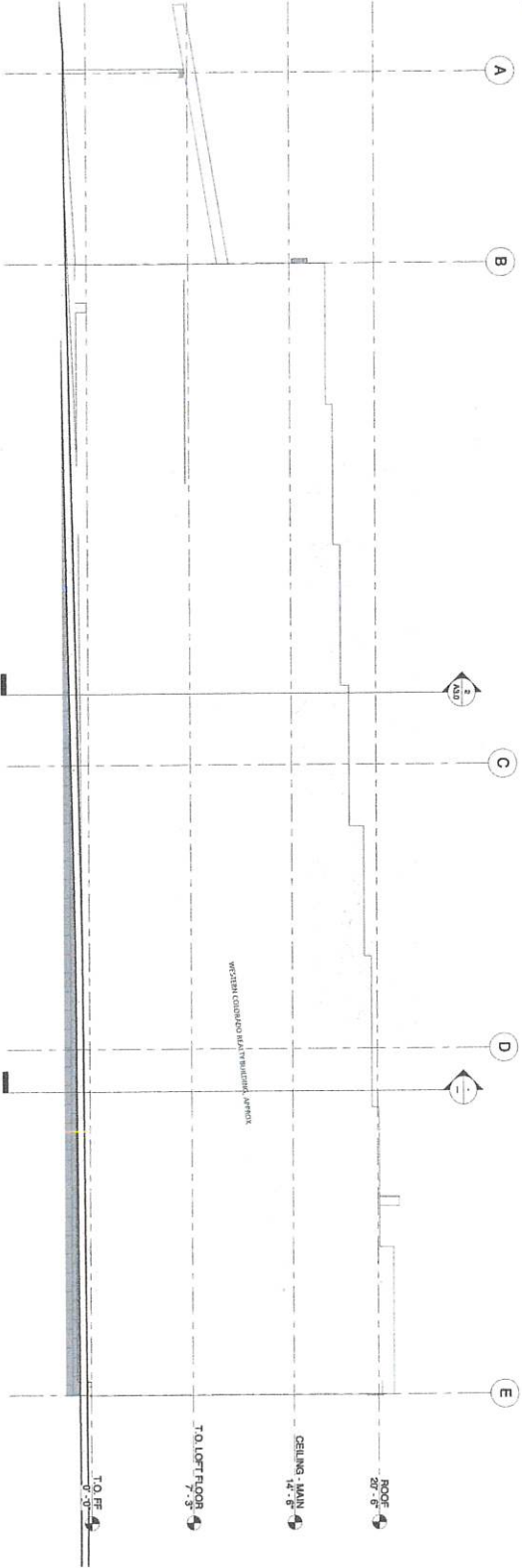


REVIEWED
FOR CODE
COMPLIANCE

05/11/2022 3:25:40 PM



1 NORTH PROPOSED
1/4" = 1'-0"



2 SOUTH PROPOSED
1/4" = 1'-0"

NOTES:
1. All materials, finishes, and colors shown on this drawing are for informational purposes only and are not to be construed as a contract. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.

REVISIONS:

THE HEARTH - RENOVATION

138 GRAND AVE, PAONIA, CO
PERMIT SET

Project Number	May 17, 2022
Date	Alacer
Drawn by	Checked by
Project Number	May 17, 2022
Date	Alacer
Drawn by	Checked by

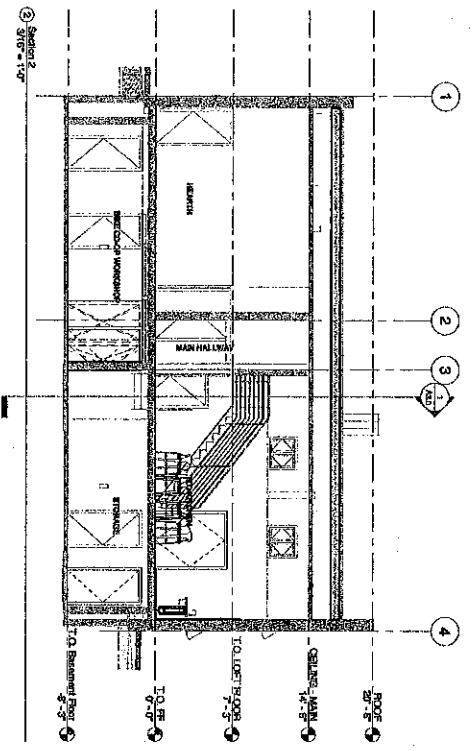
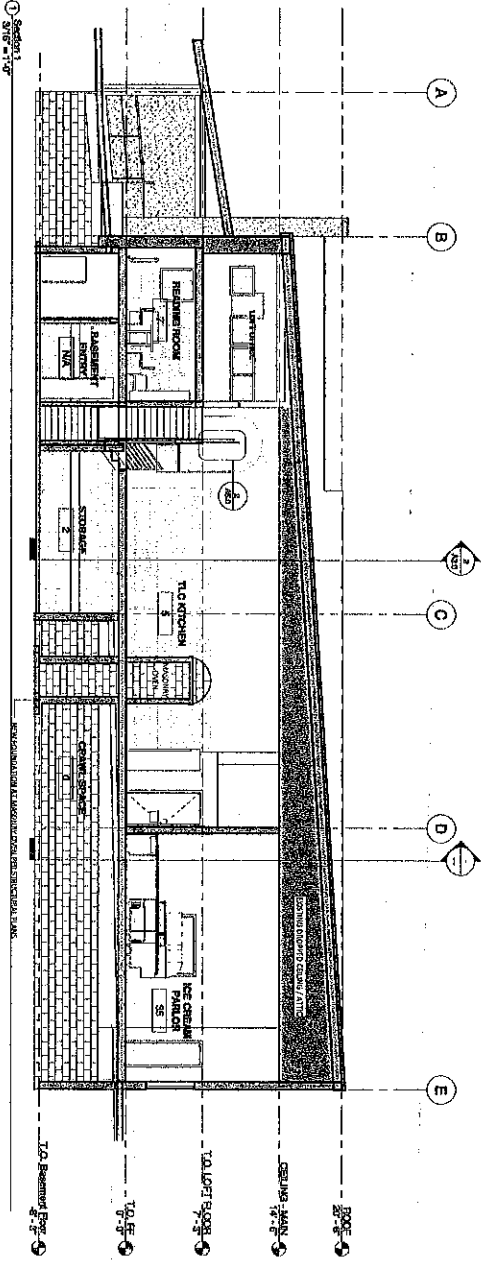
A2.1
PROPOSED
ELEVATIONS
05/17/2022 10:52:17 AM
1/4" = 1'-0"

REVIEWED
FOR CODE
COMPLIANCE

05/16/2022 2:25:42 PM



325 Grand Ave. #101, Paonia, CO 81454
970.261.4427
www.studiomm.com
studio@studiomm.com



THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

REVISIONS

NOTE: All work shown on these drawings is to be done in accordance with the applicable building code and all applicable codes. It is the responsibility of the contractor to verify all conditions on site prior to construction. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The contractor shall be responsible for coordinating all work with the building owner and the architect. The contractor shall be responsible for maintaining the site in accordance with all applicable codes and regulations. The contractor shall be responsible for obtaining all necessary approvals from the appropriate authorities. The contractor shall be responsible for coordinating all work with the building owner and the architect. The contractor shall be responsible for maintaining the site in accordance with all applicable codes and regulations.

Project number:	138 Grand Ave
Client:	138 Grand Ave
Architect:	StudioMM
Project name:	THE HEARTH - RENOVATION
Site:	138 Grand Ave, Paonia, CO
Phase:	PERMIT SET
Author:	StudioMM

A3.0

BUILDING SECTIONS
SITE - PERMIT

138 Grand Ave, Paonia, CO 81454
www.studiomm.com
studio@studiomm.com

REVIEWED
FOR CODE
COMPLIANCE

05/16/2022 2:58:40 PM



NOTES:
1. All work shall be in accordance with the latest editions of the International Building Code (IBC) and International Residential Code (IRC) as amended by the applicable state and local codes and ordinances.
2. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.
3. The contractor shall be responsible for coordinating with all other trades and subs involved in the project.
4. The contractor shall be responsible for maintaining the site in a safe and clean condition at all times.
5. The contractor shall be responsible for protecting all existing conditions that are not to be removed or altered.

REVISIONS:
1. 05/16/2022 2:58:40 PM

THE HEARTH - RENOVATION

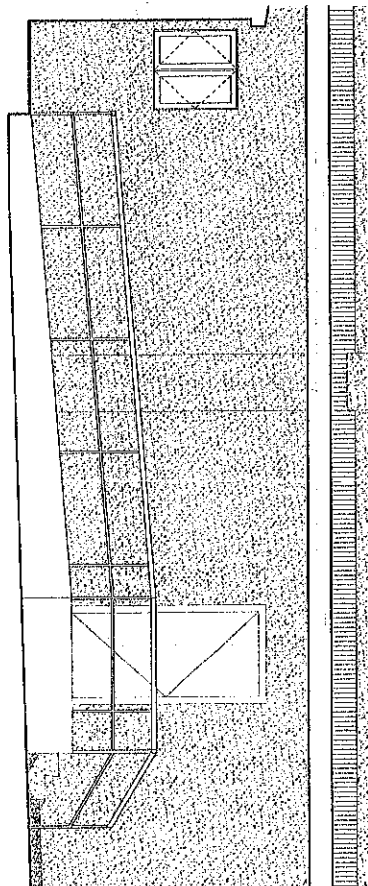
138 GRAND AVE, PAONIA, CO
PERMIT SET

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Project Name: [blank]
Date: [blank]

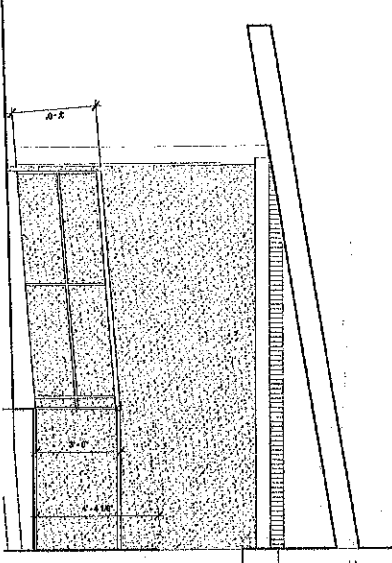
A5.0
STAIR + RAMP
DETAILS
AS NOTED
REVISED PER PERMIT 05/16/2022

EXISTING WALL AND RAILING, NO CHANGES INDICATED

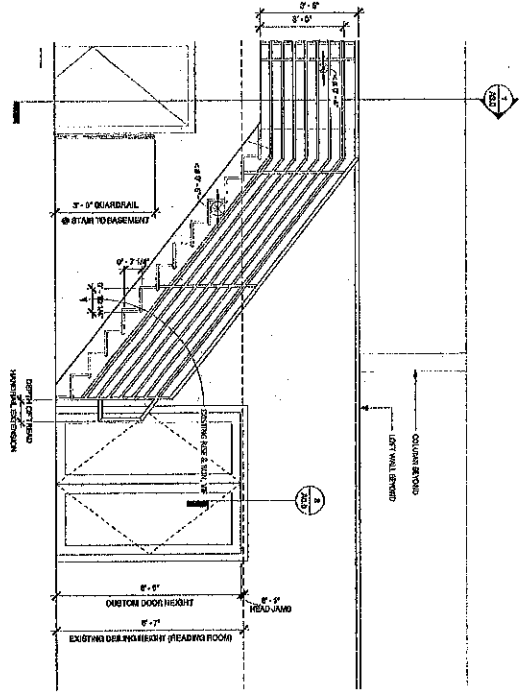
①
1/2" = 1'-0"



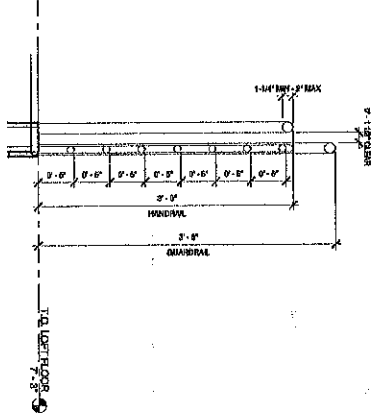
②
1/2" = 1'-0"



①
1/2" = 1'-0"



②
1/2" = 1'-0"



REVIEWED FOR CODE COMPLIANCE

05/16/2023 5:28:40 PM



Studio MM DESIGN + PLANNING
1200 Grand Ave, Suite 100
Paonia, CO 81454
970.254.4427
www.studiomm.com

NOTES:
1. All dimensions shown are to finished surfaces unless otherwise indicated.
2. The Contractor shall be responsible for obtaining all necessary permits.
3. The Contractor shall be responsible for providing all necessary materials and labor.
4. The Contractor shall be responsible for maintaining access to all adjacent properties.
5. The Contractor shall be responsible for protecting all existing utilities and structures.
6. The Contractor shall be responsible for removing all debris and restoring the site to its original condition.
7. The Contractor shall be responsible for providing all necessary safety measures.
8. The Contractor shall be responsible for providing all necessary site access.
9. The Contractor shall be responsible for providing all necessary site security.
10. The Contractor shall be responsible for providing all necessary site cleanup.

REVISIONS:

Table with 3 columns: No., Description, Date. Currently empty.

THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

Project Number: 2023-001
Date: 05/16/2023
Design By: Studio MM
Project Name: THE HEARTH - RENOVATION
Site Address: 138 GRAND AVE, PAONIA, CO
Owner: [REDACTED]

A7.0 SCHEDULES

7/15/2023 10:50:10 AM

Table with columns: Door Tag, Level, Door Size, Family and Type, Phase Comment, Hardware. Lists door specifications for various rooms like T.O. Basement Floor, T.O. Loft Floor, etc.

1'-1" door open back to back, nook to remain, excepted window devices noted.

Table with columns: Window Schedule, Window Schedule, Window Schedule, Window Schedule, Window Schedule. Lists window specifications for various rooms like W1, W2, W3, etc.

REVIEWED
FOR CODE
COMPLIANCE

05/10/2023 5:25:40 PM



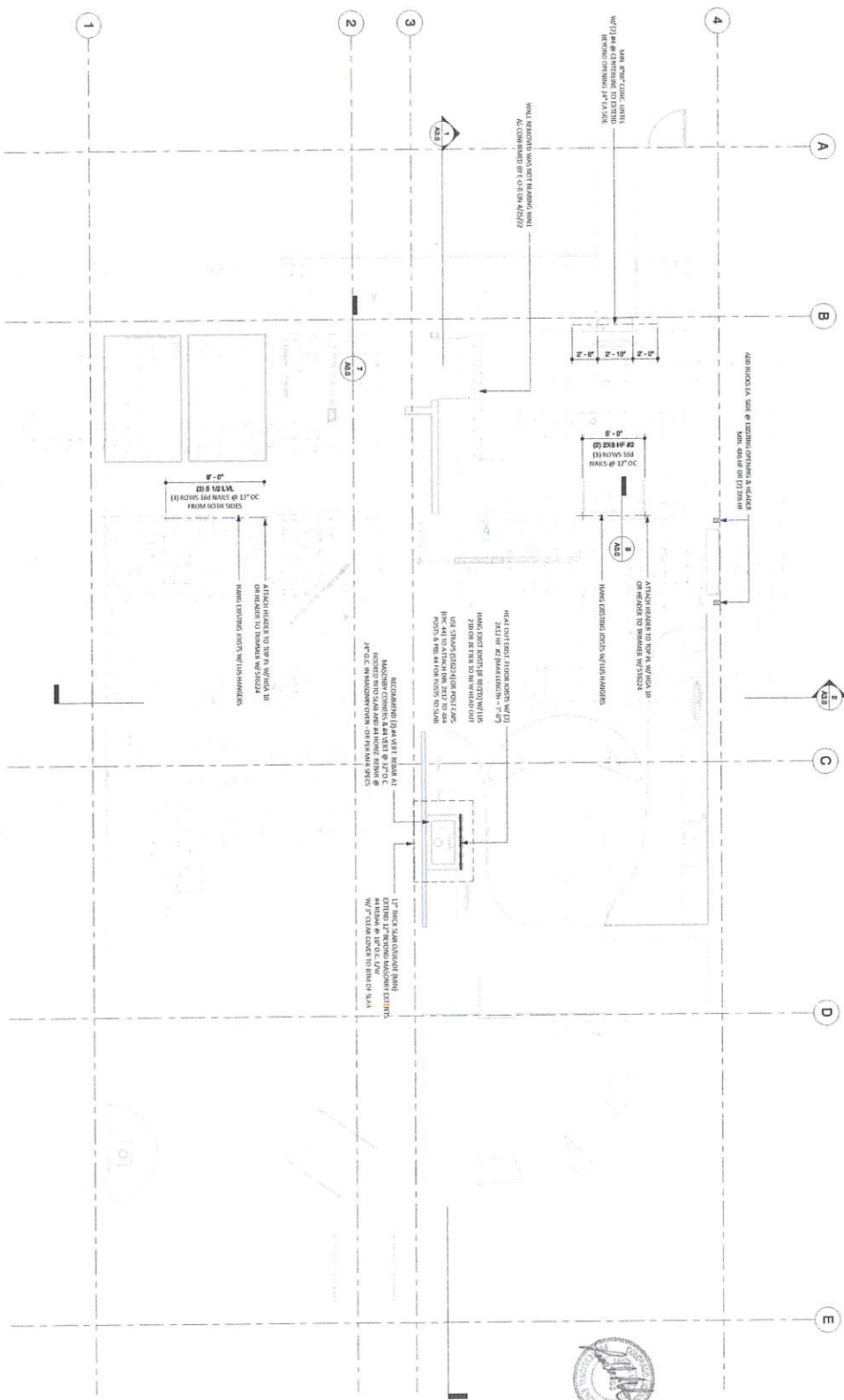
NOTES:
1. All work shall be in accordance with the approved plans and specifications.
2. The contractor shall be responsible for obtaining all necessary permits and approvals.
3. The contractor shall maintain access to all adjacent properties at all times.
4. The contractor shall be responsible for protecting all existing utilities and structures.
5. The contractor shall be responsible for maintaining the site in a safe and clean condition at all times.
6. The contractor shall be responsible for obtaining all necessary insurance and bonding.
7. The contractor shall be responsible for obtaining all necessary safety training and certifications.
8. The contractor shall be responsible for obtaining all necessary safety equipment and supplies.
9. The contractor shall be responsible for obtaining all necessary safety signage and markings.
10. The contractor shall be responsible for obtaining all necessary safety permits and approvals.

REVISIONS:
1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. [REDACTED]
10. [REDACTED]

THE HEARTH - RENOVATION

138 GRAND AVE, PAONIA, CO
PERMIT SET

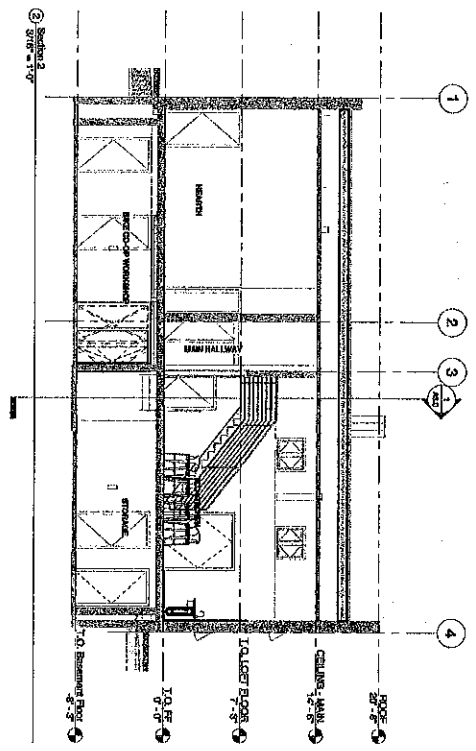
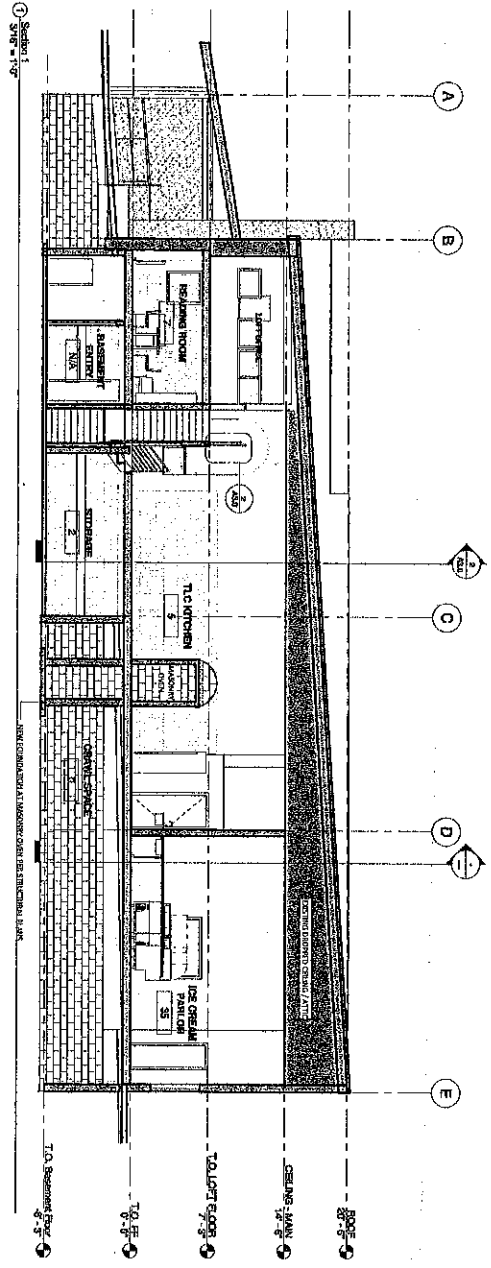
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Date	May 13, 2023
Drawn By	[REDACTED]
Checked By	[REDACTED]
Designated By	[REDACTED]
Scale	1/4" = 1'-0"
Sheet	S1.0
Author	[REDACTED]
Checker	[REDACTED]
Designated	[REDACTED]
Scale	1/4" = 1'-0"
Sheet	S1.0
Author	[REDACTED]
Checker	[REDACTED]
Designated	[REDACTED]



1 STRUCTURAL PLAN
1/4" = 1'-0"

REVIEWED
FOR CODE
COMPLIANCE

05/19/2022 2:25:40 PM



NOTES:
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC AND ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTING CONDITIONS OF THE PROJECT AND FOR REPORTING ANY DISCREPANCIES TO THE ARCHITECT IMMEDIATELY.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING STRUCTURES AND UTILITIES TO REMAIN.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE COVERAGE.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY SCHEDULING INFORMATION FROM THE ARCHITECT.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY SCHEDULING INFORMATION FROM THE ARCHITECT.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY SCHEDULING INFORMATION FROM THE ARCHITECT.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY SCHEDULING INFORMATION FROM THE ARCHITECT.

THE HEARTH - RENOVATION

138 GRAND AVE, PAONIA, CO

PERMIT SET

Project Number:	138 Grand Ave
Date:	May 17, 2022
Drawn by:	MM
Checked by:	MM
Scale:	1/8" = 1'-0"

A3.0
BUILDING SECTIONS

6178225 1-888-18 AM

REVIEWED
FOR CODE
COMPLIANCE

05/16/2022 10:58:43 PM



NOTES
Any questions or clarifications should be directed to the architect or design professional who prepared the drawings. It is the responsibility of the contractor to verify all dimensions and materials used in the project. The contractor shall be responsible for obtaining all necessary permits and ensuring compliance with all applicable codes and regulations. The architect or design professional shall not be responsible for the construction of the project or for any errors or omissions on the drawings. The contractor shall be responsible for the construction of the project and for any errors or omissions on the drawings.

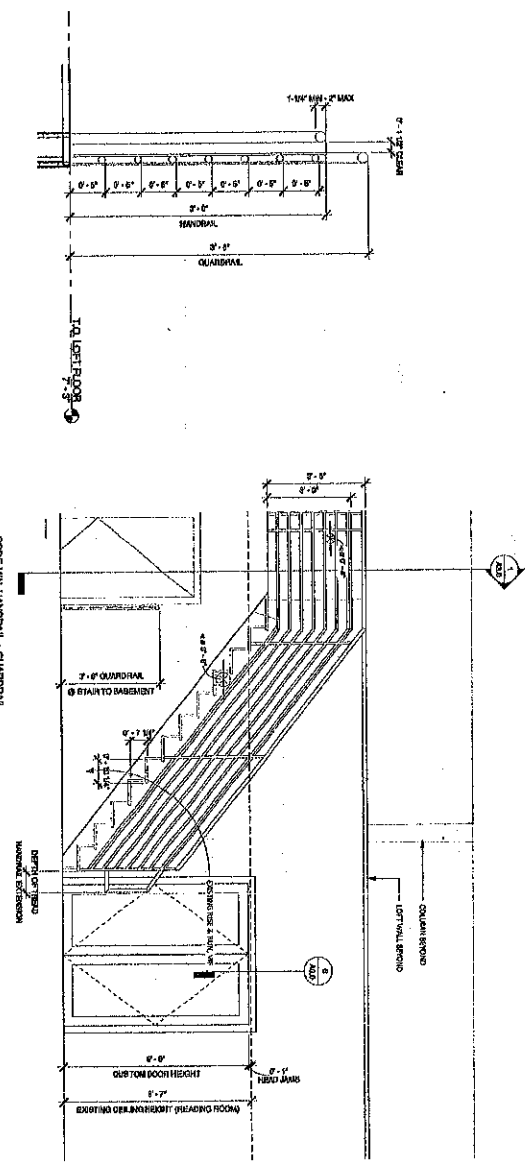
REVISIONS

NO.	DESCRIPTION	DATE

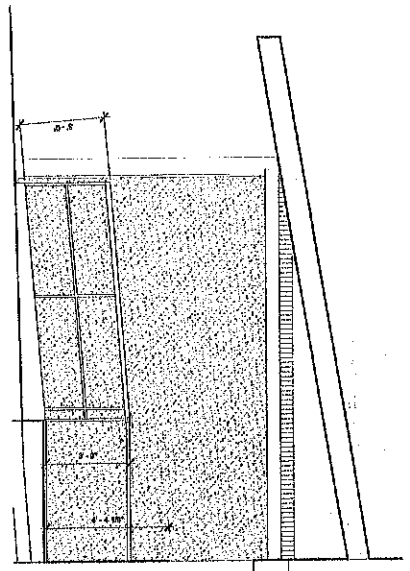
THE HEARTH - RENOVATION
138 GRAND AVE, PAONIA, CO
PERMIT SET

PROJECT INFORMATION
Project Name: THE HEARTH - RENOVATION
Site: 138 GRAND AVE, PAONIA, CO
Owner: [Name]
Architect: [Name]
Contractor: [Name]

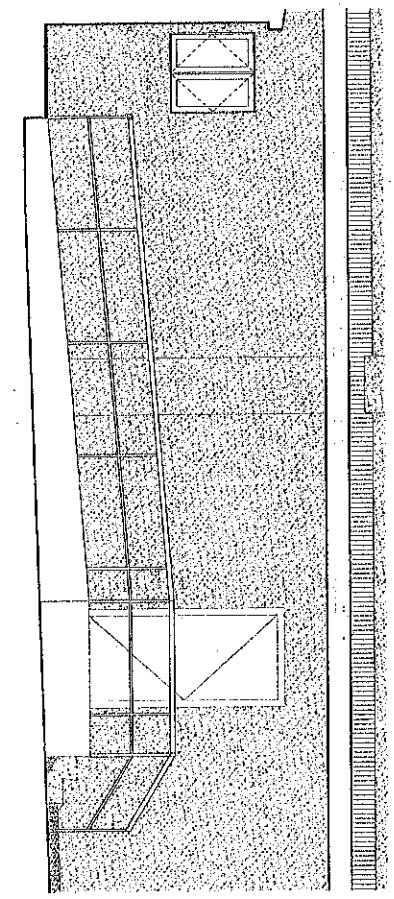
A5.0
STAIR + RAMP
DETAILS
AS EXHIBIT
07/20/2022 10:00:00 AM



SECTION 1 - CORNER
TYPE - 1'-0"

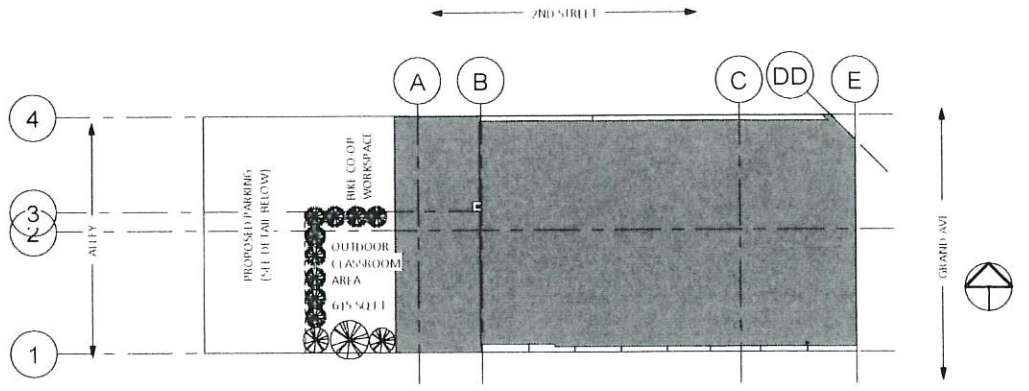


SECTION 2 - RAMP
TYPE - 2'-0"

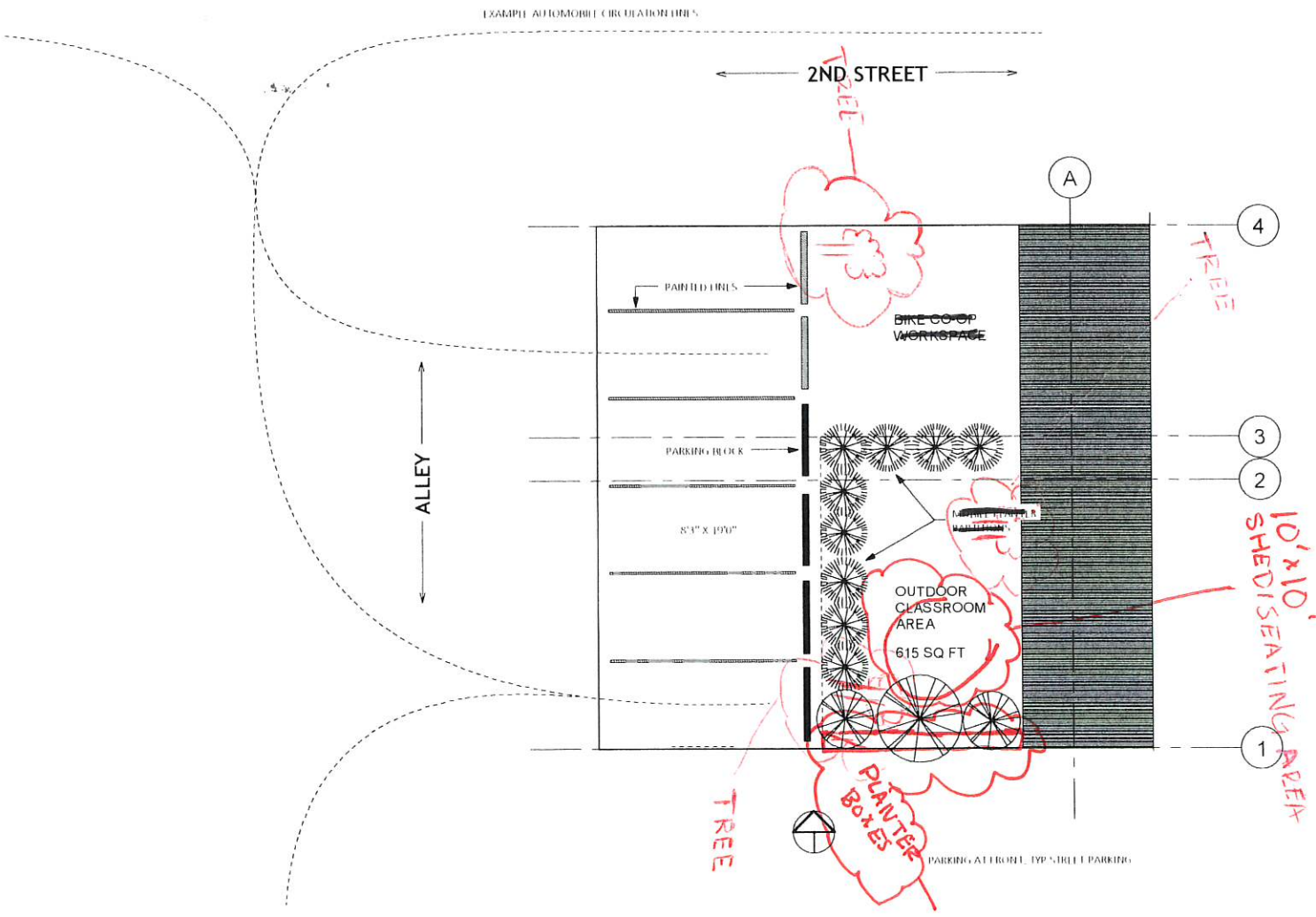


SECTION 3 - RAMP
TYPE - 1'-0"

EXISTING RAMP AND MATERIALS NOT SHOWN OTHERWISE



1 Site Plan
1" = 20'-0"



2 Site Plan - PARKING
1/8" = 1'-0"



The Learning Council

education, creativity, & life skills

PO Box 1744 Paonia, CO 81428 970-433-5852

Oct 30, 2023

The Hearth timetable for Completion

Interior projects

Ice Cream Corner and Bike Shop/basement space Approved by Dan Reardon 2021+2022

TLC Kitchen December 2023 goal for approval of use

Windows completed October 2023

The Hearth Space December 2023 Goal for approval of use pending on parking variance

TLC office space mezzanine goal for approval December 2023

Restrooms approved

Exterior projects

Roof Compleat November 2023

Solar panel installation Completed by July 2024

Shed/Classroom seating- March 2024

Walk in cooler December 2023

Planting of three trees and medicinal herbs spring-fall 2024

Build guild Exterior Art Project December 2024

WOODS KAY
PO BOX 682
CO, PAONIA
81428-0682

HIGH YIELD PROPERTIES LLC
PO BOX 1631
CO, PAONIA
81428-1631

LYPPS FRAME REVOCABLE TRUST
158 MYSTERY LN
CO, GUNNISON
81230-8819

MASON LORI JEAN
PO BOX 1649
CO, PAONIA
81428-1649

RJM RENTALS LLC
PO BOX 711
CO, PAONIA
81428-0711

MASON LORI
PO BOX 26
CO, CRESTED BUTTE
81224-0026

LYPPS NICHOLAS J REVOCABLE TRUST
PO BOX 356
CO, PAONIA
81428-0356

UNITED BUSINESS BANK
500 YGNACIO VALLEY RD SUITE 200
CA, WALNUT CREEK
94596-3845

DELTA COUNTY JOINT SCHOOL DIST 50
145 W 4TH ST
CO, DELTA
81416-1839

LEGG LORETTA M TRUST
2245 I RD
CO, GRAND JUNCTION
81505-9319

SMITH DONALD L
PO BOX 1658
CO, CRESTED BUTTE
81224-1658

BOOKOUT CHELSEA A
PO BOX 1205
CO, PAONIA
81428-1205

VM & ML LLC
40018 M RD
CO, PAONIA
81428-6414

PENSCO TRUST COMPANY FBO JACKSON MICHAEL L IRA 100%
PO BOX 981012
MA, BOSTON
02298-1012

VM & ML LLC
40018 M RD
CO, PAONIA
81428-6414

THE LEARNING COUNCIL
PO BOX 1744
CO, PAONIA
81428-1744

DELTA COUNTY TELECOM
525 JUNCTION RD
WI, MADISON
53717-2152

HAYES LOUIS G
PO BOX 1713
CO, PAONIA
81428-1713

JACKSON MICHAEL L
PO BOX 74
CO, PAONIA
81428-0074

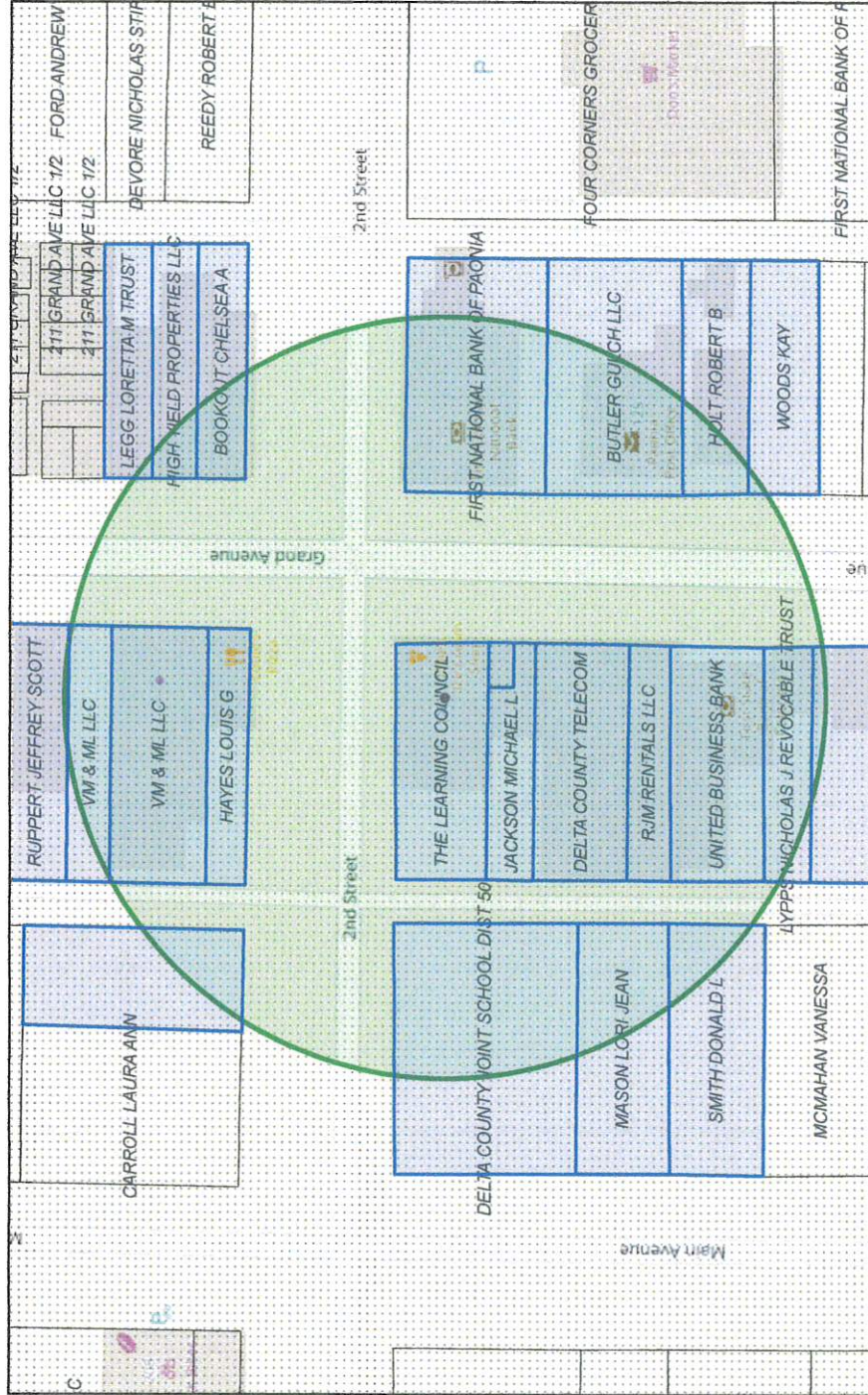
RUPPERT JEFFREY SCOTT
PO BOX 1809
CO, PAONIA
81428-1809

BUTLER GULCH LLC
75 COLUMBIA AVENUE
NY, CEDARHURST
11516-2011

FIRST NATIONAL BANK OF PAONIA
PO BOX 100
CO, PAONIA
81428-0100

HOLT ROBERT B
PO BOX 23
CO, PAONIA
81428-0023

138 Grand Ave - Notify Property Owner List



10/27/2023, 8:56:02 AM

- Tax Parcels
- Town Boundaries

1:1,128
 0 0.01 0.02 0.03 mi
 0 0.01 0.02 0.04 km

Map data © OpenStreetMap contributors, CC-BY-SA

Delta County Co - GIS
 Map data © OpenStreetMap contributors, CC-BY-SA | Delta County GIS cad | Delta County Colorado GIS |

Type of Plant Material	Minimum Size	Quantity
Tree	2' tall	3
Medicinal Herbs	1"x1"	150

Town of Paonia

214 Grand Avenue
Paonia CO 81428
970-527-4101

NO. 359993

PAID
DATE 10/30/23

RECEIPT

RECEIVED FROM TLC

Two Hundred Fifty Dollars

TOWN OF PAONIA

\$ 250 DOLLARS

FOR Zoning Board - Perkins Variance Fee

AMOUNT OF ACCOUNT		
THIS PAYMENT	<u>250</u>	
BALANCE DUE		

- CASH
- CHECK 250
- CREDIT CARD
- MONEY ORDER

BY [Signature]

Minutes
Planning Commission Meeting
Town of Paonia, Colorado
August 07, 2024

RECORD OF PROCEEDINGS

Roll Call

PRESENT

Chair Watson

Vice Chair Howe

Commissioner Smith

Commissioner Brunner

Commissioner McCarthy

Approval of Agenda

Commissioner Smith makes a motion, seconded by Vice Chair Howe, to approve the agenda as presented.

The motion carries unanimously.

Approval of Minutes

May 1, 2024, Planning Commission Meeting

Commissioner Smith makes a motion, seconded by Commissioner Brunner, to approve the May 1, 2024, Planning Commission Meeting Minutes with the amendments correcting the spelling of Marrison's name (of Phoenix Rising) and clarifying Commissioner Brunner's motion to include 'incomplete'.

The motion carries unanimously.

Actions & Presentations

1. Public Hearing

Special Use Review for The Hearth, located at 138 Grand Avenue, operated by The Learning Council, to allow Commercial Recreation Use.

Chair Watson opens the public hearing at 6:38PM

Town Administrator Wynn presents the staff report and reads four letters received in support of The Learning Council's request.

The applicant, Alicia Michelson of The Learning Council, speaks favorably of staff report and states she has little more to add to it. She speaks about a number of events hosted by The Learning Council and services provided to the community. She speaks of maintaining a good relationship with the Town Staff and Police Department. She also presents a parking agreement made with Robert Justin for overflow parking at 201 First Street.

Chair Watson opens public comment at 6:58PM.

J. Dervin-Ackerman, North Fork Valley Creative Coalition, speaks in favor of the request.

J. Mattox speaks in favor of the request.

J. Schwarts speaks in favor of the request.

A. Porter speaks in favor of the request.

R. Corona, of the Grape Vine Gallery, speaks in favor of the request.

Chair Watson, due to the number of public speakers, asks Town Attorney Buchner if a mass swearing in is appropriate or it should be done on a per speaker basis. Town Attorney Buchner advises swearing in one speaker at a time.

M. Cooper, Director of the Paradise Theater, speaks in favor of the request.

K. Griest, owner of the Refinery, speaks towards not being impacted by the Learning Council's activities and speaks in favor of the request.

A. Hoffman, Treasurer of the Learning Council, outlines funds spent towards community events and as a local employer. She speaks in favor of the activities that the Learning Council is involved with and this request.

A. & D. Weaver, local artists, speaks in favor of the Learning Council and the support received towards their own business.

A. Boyer speaks in favor of the request and states parking is not an issue.

P. Merry speaks in favor of request and their work.

S. Brody, mother/farmer/Board Member of the Learning Council, speak in favor of request.

No further comment from Applicant or Staff

Public comment concluded at 7:31PM

The Planning Commission members discuss the various parking options and code regulations. The Commission agreed that although there are currently no parking issues, that could change in the future. Applicant and Commission agree to revisit the parking issue should it become necessary.

Public Hearing is closed at 7:49PM

Vice Chair Howe makes a motion, seconded by Commissioner McCarthy, to recommend approval of SRV 2024-03 because it does not adversely affect the public health, safety and welfare of the existing Core Commercial area, that the rezoning substantially conforms to the Comprehensive (Master) Plan, and that the proposed use meets the review criteria and performance standards are required.

Commissioner Smith makes a motion, seconded by Commissioner Brunner, to amend the motion on the table by adding that the applicant enter into an agreement with the Town to use the Public Parking lot behind Town Hall and other potential private parking lots for any required off-street parking for its volunteers, staff or operations, and that it also received a favorable determination from the Board of Trustees.

Voting in favor of Commissioner Smith’s amendment to Vice Chair Howe’s motion on the table:

- Chair Watson
- Vice Chair Howe
- Commissioner Brunner
- Commissioner McCarthy
- Commissioner Smith

The motion carries unanimously.

Voting in favor of Vice Chair Howe’s original motion for approval of SRV 2024-03:

- Chair Watson
- Vice Chair Howe
- Commissioner Brunner
- Commissioner McCarthy
- Commissioner Smith

The motion carries unanimously.

2. Public Hearing

Special Use Review for the property located at 138 Grand Avenue, operated by Lori Hunter, to allow Dwelling Units as Part of a Business Use.

Chair Watson starts the public hearing at 7:59PM.

Wynn presents staff presentation for SRV 2024-04.

Lori Hunter, applicant/owner, speaks of the history of the building and original plans for usage since purchased. Internal space limits usage and has turned off potential interested parties. She states her request for the building is to provide short term rentals (STRs) and provides handouts of background information of how STRs are utilized by other communities in the western slope and other town approaches to using commercial buildings as STRs. She speaks to the less intensive usage of this building with less parking required and neighbors appreciating less noise since the previous tenant had moved out of the building. She does not feel her request would impact existing housing since it is currently not residential but commercial.

Chair Watson opens public comment at 7:14PM.

C. Stewart speaks in favor of having more lodging available by this request.

D. McClellan, residing across from the building, questions STR requirements but speaks to favor full-time residents rather than short-term.

R. Verduin – speaks in favor of Applicant’s request.

Applicant Lori Hunter responds to the public comments by clarifying her request for providing lodging and size of building limitations preventing residential zoning.

Town Administrator Wynn clarifies the special review is for dwelling units as part of the business use and reads the code definitions for Dwelling Unit and Bed and Breakfast establishment.

Public comments conclude at 7:35PM.

Commission discussion includes water usage and no effect by moratorium, identifying differences between hotel/motel versus bed & breakfast. The purchase price of property, rental rates, and interested parties were also discussed.

Commissioner McCarthy speaks to discussion being about a Dwelling Unit as part of the business and not the term ‘lodging’. Specifically, the definition of Dwelling Unit is renting out one month or longer but sees a conflict with application wanting to provide rentals for less than 30 days.

Town Attorney Buchner states that while the Town has a short term rental section of the code that contemplates short term rental licenses separate and distinct from a business license, which based on that definition, typically 30 days or longer is considered long term rentals. He also explains the differences in taxes between residential and commercial.

The Commission continues to discuss residential and commercial usages for both under thirty days or longer and conflicts in the code.

Applicant Lori Hunter states that when she first submitted the special review, her request was for a special review for consideration as lodging because application specifically stated hotels, motels, and lodging.

Commissioner McCarthy points out that there is no definition for lodging in the code. Town Administrator Wynn states there is a section in the code for room houses and bed & breakfast facilities, but there is no definition for a lodging facility. States if approval of the Board of Trustees is recommended, that the applicant meets any further criteria for short term rentals that may be passed in the future.

Commissioner Brunner speaks to making this building available draws short term rentals out of the housing market because it would provide an alternative.

Commissioner McCarthy makes a motion, seconded by Commissioner Smith, to continue until September 9, 2024, for clarification of definition of dwelling unit and how it affects Short Term Rentals.

Commissioner Brunner makes a motion to amend the motion on the table to include exploration by our attorney of our code as it relates to Dwelling Units and Lodging.

Town Administrator Wynn points out issues that the Planning Commission is not a legislative body and any changes, contemplation of changes, or adding definitions needs to come from the Board of Trustees. Also, committees or commissions cannot direct the Town Attorney by resolution by the Board of Trustees.

Town Attorney Buchner clarifies Commissioner Smith’s role as Commissioner as it relates to directing Town Attorney in the Planning Commission. He suggests that in this scenario, the issue is tabled until such time as the Board of Trustees can address these issues.

There is a brief discussion about denying the applicant request and having it go to the Zoning Board of Adjustments for appeal.

Commissioner Brunner’s earlier motion to amend the motion on the table to include exploration by our attorney of our code as it relates to Dwelling Units and Lodging dies due to lack of a second.

Voting in favor Commissioner McCarthy’s motion on the table:

- Commissioner McCarthy
- Commissioner Smith

Voting against:

- Chair Watson

Vice Chair Howe
Commissioner Brunner

The motion fails.

Vice Chair Howe makes a motion, seconded by Commissioner Smith, to make no recommendation to the Board of Trustees for SRV 2024-04.

Voting in favor:

Chair Watson
Vice Chair Howe
Commissioner Brunner
Commissioner Smith

Voting against:

Commissioner McCarthy

Commissioner McCarthy makes a motion, seconded by Commissioner Smith, to extend the meeting by 5 minutes.

The motion carries unanimously.

Chair Watson closes the public hearing at 9:31PM

No further discussion by Commission members as motion was made, seconded, and carried.

Adjournment

Chair Watson Adjourns the meeting at: 9:32PM

Ruben Santiago, Deputy Clerk

Suzanne Watson, Chair



**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

SUPPLEMENTAL REPORT OF THE TOWN ADMINISTRATOR

APPLICATION FOR SPECIAL USE REVIEW

(Real Estate Parcel Number: 324506114016,

Commonly known as 325 Grand Avenue Paonia, CO 81428)

For Public Hearing on August 27, 2024

Background

SRV 2024-04 Application for Special Use Review as outlined in § 16-4-40 of the Town of Paonia’s Municipal Code of Ordinances for the Parcel Number 324506114016, the property commonly known as: 325 Grand Avenue Paonia, CO 81428. The property is currently listed as C-1, Core Commercial District.

The current property owner, 325 Grand Ave, LLC, is represented by Lori Hunter (Registered Agent), the Applicant. In its current form, the LLC was formed on 5/27/2022. The property was previously rezoned from R-3, Higher Density Residential to C-1, Core Commercial District.

The current use of the property for the past several years has been as a commercial business, *Paonia United Brewing*, but it is no longer active. The current property owner has requested that the use be changed to allow for lodging, which is considered in §16-3-70 as “Dwellings as part of a business use,” and requires a Special Use Review for C-1.

During sworn testimony the Applicant wished that the Staff Report used the original request on the application for lodging, instead of dwelling units as a part of a business use. The applicant also stated that the use would be for Short Term Rental.

Based on substantive statements and intimated intentions made during the sworn testimony of the Applicant during the Planning Commission Public Hearing, a supplemental staff report is required.

General Information

The revised request is to allow for *Motels, hotels and lodging facilities (including room houses and bed and breakfasts)* within the C-1 District as described within §16-3-70 *District Regulations* for the C-1 District.

PMC §16-2-70 – C-1 Core Commercial District is given the following intentions, “*it is the intent of the district to provide for the orderly development of those commercial and business uses, government, educational and cultural facilities that are characteristic of downtown areas and promote comparison shopping and pedestrian activity in the core area. This district is not intended for businesses and commercial uses that are oriented to the automobile and require extensive ground-level floor area.*”



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The applicant’s application states that the reason for the Special Review/Variance is a, “change of use to ‘lodging’ – an allowable use in C-1 zones with special review.” The application further states that new buildings/structures will be constructed to include, “back fence, parking space at alley.” Additional information contained in the application include that the anticipated traffic flow and volume will be 2-4 persons in [the] residence, two weeks per month, on average; and that there will be noise reduction from the prior use and no additional lighting or pollutants.

Procedures for Securing Approval of Special Review Application

PMC §16-4-40 gives the procedures that must be met to in order for the Planning Commission to consider a SUR application.

PMC §16-4-40

- (a) *Preapplication Conference* – The applicant participated in one preapplication conference with the Town Administrator/Treasurer on June 20, 2024. The applicant was advised of the process. The applicant had a Public Hearing on August 7, 2024, with the Planning Commission during which certain testimonies were given requesting that the application consider Lodging as opposed to dwelling units as a part of a business use.” The applicant also testified that the intent of lodging is for use as a short-term rental. On August 8, 2024, the Applicant met with the Town Clerk and the Town Administrator as a follow-up to the Planning Commission meeting. The applicant expressed concern for continuing to use the property as a business if a Short-Term Rental is not a viable option at the location. The Town Administrator informed the Applicant that Short-Term Rentals are not allowed by the current Paonia Municipal Code, but that there were ordinance updates coming that would regulate Short-Term Rentals. The Town Administrator also let the Applicant know that should the Board of Trustees allow this, it wouldn’t preclude the applicant from following any short-term rental regulations that may be coming, such as obtaining a license from the Town to operate.

Required Findings Needed to Consider a Special Use Review:

As established in PMC §16-4-50, Site Plan Review Criteria and Performance Standards.

- (a) The criteria for review and performance standards are as follows:
 - (1) *Compliance of the application with this Code in general.*

After reviewing the application and holding a preapplication/premeeting conference with the applicant, Town staff believe that the application to utilize the property for Dwelling Units as a part of business use meets the conditions of the PMC. However, during sworn testimony given by the Applicant, Staff were made aware of the intent of requesting the Special Use Review. The Applicant stated that the application was



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for “lodging” and that instead of reviewing the application for the Applicant’s desired use, staff reviewed it for Dwelling Units as part of a business use. The Applicant further stated that the intention of the Special Use Review for “lodging” would be to turn the property into a short-term rental.

There is no provision in the Town’s Code that contemplates a short-term rental. Further the Special Use for which the Applicant is seeking, is specific to, “Motels, hotels and lodging facilities (including room houses and bed and breakfasts),” all of which have generally accepted definitions or are found within PMC §16-1-100, except for “lodging.” After hearing the testimony from the Applicant, the Planning Commission could not define Lodging and since it is an advisory board to the legislative board, the Board of Trustees, made a determination of ‘no recommendation’.

PMC §16-1-100 defines Bed and Breakfast establishment as, “a facility of residential character, which provides sleeping accommodations for hire for two (2) weeks or less, on a day-to-day basis, with one (1) or more meals per day included and a manager residing on premises.”

PMC §16-1-100 defines Boarding or rooming house as, “a building other than a hotel, café or restaurant where, for compensation, lodging and/or meals are provided for three (3) or more boarders and/or roomers exclusive of the occupant’s family. In such facilities, the length of stay is normally thirty (30) days or more.”

PMC §16-1-100 defines Dwelling Unit as, “One (1) room, or rooms connected together constituting a separate, independent housekeeping establishment for owner occupancy, rental or lease on a monthly basis or longer basis. The dwelling unit shall be physically separated from any other rooms or dwelling units that may be in the same structure and served by no more than one (1) gas meter, one (1) electric meter and one (1) water meter and sewer tap.

The definitions in the Paonia Municipal Code guide decision-making for considering short-term rentals, most of the definitions discuss leases on a monthly, thirty (30) day or longer basis. Other definitions for lodging that contemplate renting for less than thirty (30) days, such as the Bed and Breakfast definition give a prescriptive requirement that at least one staff member or “manager” reside on the premises and must provide at least one (1) meal per day.

A request for a special use for lodging, and intended use as a short-term rental, would not be compatible with the Town’s current code of ordinances. As such, this criterion is not met, and would necessitate a denial.



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REVISED Staff Recommendation

Staff recommends denial of the Special Use Review for Motels, Hotels, and lodging facilities (including room houses and bed and breakfasts). The recommendation is based on a criterion for approval not being met on §16-4-50 (a) (1) Compliance of the application with this Code in general. Since the intended use of the property is as a Short-Term Rental and the town’s code does not give a specific definition for short-term rentals, but does require thirty (30) days stays or longer for most other similar definitions on uses.

Potential Motions:

- 1.) I move to recommend approval of SRV 2024-04 because it does not adversely affect the public health, safety and welfare of the existing Core Commercial area, that the Special Use substantially conforms to the Comprehensive (Master) Plan, and that the proposed use meets the review criteria and performance standards as required.

- 2.) I move to recommend denial of SRV 2024-04 because the Special Use doesn’t meet the criteria and performance standards required for considering a Special Use Review.

Wednesday June 24, 2024

10am

meeting w/ steffen

140

SPECIAL REVIEW/VARIANCE APPLICATION

Name LORI HUNTER Application Date 6/20/2024
Property Address 325 Grand Ave. P&Z Hearing Date 8/7/2024 @ 6:30PM
Telephone Number 720 595 9674 Council Hearing Date 8/27/2024 @ 6:30PM

11.01 Intent. Each established zoning district is intended for a specific type or category of land use (e.g., single family dwelling in an R-1 district). However, there are certain uses, which may or may not be appropriate in a district depending on the situation. For example, the location, nature of the proposed use, character of the surrounding area, traffic capacities of adjacent streets, and potential environmental effects all may dictate that the circumstances of the development should be individually reviewed. The special review process is established to provide for these specific uses without establishing numerous separate zoning classifications. It is the intent of this chapter to provide a review of such uses so that the community is assured that the proposed uses are compatible with the location and surrounding land uses.

11.02: When Allowed. Within each zoning district, certain land uses are permitted by right, by special review or prohibited. Special review uses may be permitted in designated districts upon review by the Planning and Zoning Commission and approval by the Town Board.

11.03: Site Plan and Supporting Documents. There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Manager. The site plan shall be drawn in black ink on Mylar. Following approval by the Town Board the applicant shall submit a reproducible copy of the original site plan to the Town for the Town's permanent records.

The special review application shall include the following:

- The site plan showing the location of all buildings, structures and other improvements to be placed on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.
- A legal description of the property, which may require a survey.
- A list of the names and addresses of all property owners within 200 ft. of the property.
- All off-street parking and loading areas.
- The location of all ways for ingress and egress to all buildings, and parking areas.
- Service and refuse collection areas.
- Major screening proposals.
- The size, shape, height and character of all signs.
- The area and location of all open space and recreation areas.
- The location and type of outdoor lighting.
- The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on the site plan.
- The anticipated timetable for completion. If the project is to be completed in phases, then the data for completion of each phase shall be indicated.

- All owners and lien-holders of the property shall sign the following agreement that will be placed on the original special review site plan:

The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Paonia.

I. Site Plan

Any application for Special Review/Variance that includes a new structure or improvement to an existing structure will require a site plan. Plans may be hand drawn, but must be clearly written with accurate measurements indicated. The Site Plan may be submitted as two separate drawings or one drawing with an overlay.

II. Project Summary

Please answer only the questions that apply to your Special Review/Variance request. Any additional information, which would be beneficial in the consideration, may be noted in the "Comments" section.

- a. Reason for Special Review/Variance change of use to "lodging" - an allowable use in C-1 zones with special review
- b. Current Zoning of Property C-1
- c. What land boundary changes are necessary? none
- d. What addition/changes to existing buildings/structures will be made? none
- e. What new buildings/structures will be constructed? back fence, parking space at alley
- f. What additions/changes in utilities will be necessary? Include water, sewer, gas, and electric. none
- g. Will property have Commercial/Private or Public Use? commercial, as zoned
- h. Anticipated traffic flow and volume? 2-4 persons in residence 2 weeks per month, on average
- i. Detail the Safety and Disabled Access accommodations? _____

- j. Detail the possible environmental impact; such as noise, lighting glare, pollutants, etc. noise reduction from prior use, no additional lighting, pollutants

Comments: _____

III. Public Notice Requirements

All property owners within 200 feet of the property being reviewed shall be notified via certified mail of a public hearing whereby the Planning and Zoning Commission shall consider this application. It is incumbent upon the applicant to request the names of the property owners from the Delta County GIS Department (970-874-2119). Please have the GIS e-mail the information to Corinne@townofpaonia.com. Applications for Special Review shall be filed at least 30 days in advance of the meeting at which they are to be considered by the Planning and Zoning Commission. Incomplete applications shall result in denial of application acceptance and returned for completion, consequentially delaying hearings.

Stefan W

IV. Acknowledgement to Pay Fees

This application must be completed and a fee of **\$250.00** is assessed to include preliminary costs of administrative services, initial correspondence, publication and certified mailings to property owners within 200 feet of said property. **Payment must accompany this application.**

FEES PAID HEREUNDER ARE NON-REFUNDABLE UPON SIGNING

By signing below, I acknowledge that I will be billed for any overages of costs incurred for this Special Review/Variance. I am aware that upon acceptance of the Special Review/Variance by the Planning and Zoning Commission, a building permit must be applied and approved by the Building Inspector, if applicable.

SIGNED Lori Hunter

PRINTED NAME Lori Hunter DATE: 6/20/24

Clerks Acceptance Summa M. Ketter DATE 6/20/24

Special Review / Variance Application

- Name: Lori Hunter
- Property Address: 325 Grand Avenue
- Telephone number: 720-595-9647

Three site plans at end of document.

- #1, lot with building
- #2, building with proposed interior alterations
- #3, lot with proposed exterior alterations

Legal description:

- 325 GRAND AVE PAONIA 81428 S: 6 T: 14S R: 91W Subdivision: ORIGINAL PAONIA Block: 9 Lot: 28 TOTAL 0.067 AC+- LOT 28 BLK 9 ORIGINAL PAONIA. BK 262 PG 243 BK 537 PG 399 BK 541 PG 811 R-611306 R-638080 R-638081 POA R-638082 R-715495 R-721135 R-721136 R739768 SOA R739769

List of names and addresses of property owners within 200 feet, identified through Delta County's Tax Parcel GIS maps and assessor's records. Have also requested from Delta County GIS office, with request that information be emailed to StefanW@TownofPaonia.com

Owner	Property within 200 feet	Mailing Address
Donna Wright	340 Grand Ave	PO Box 582, Paonia, CO 81428
Melissa Jaffee	334 Grand Ave	2522 Chase St, Edgewater CO 80214
Infinite Potential	328 Grand Av	328 Grand Ave, Paonia, CO 81428
David McClellan	322 Grand Ave	POB 1162, Paonia, CO 81428
Louis Hayes	320 Grand Ave	POB 1713, Paonia, CO 81428
Charles Stewart	314 Grand Ave	POB 934, Paonia, CO 81428
312 Grand LLC	312 Grand Ave	1217 Pitkin Ave, Glenwood Springs, CO 81601
Paul Maudin	337 Grand Ave	POB 1553, Paonia, CO 81428
Stephen Rice	333 Grand Ave	POB 774, Paonia, CO 81428
John Sacklin (and Delaney Rudy)	329 Grand Ave	329 Grand Ave, Paonia, CO 81428
David Marek	321 Grand Ave	55 Pan American Ave, Paonia, CO 81428
Daniel Rubinoff	317 Grand Ave	1661, Paonia, CO 81428
PLC Co Assets	311 Grand Ave	16801 Greenspoint Park Drive, Suite 376, Houston, TX 77060
Nancy Cockroft	305 Grand Ave	35789 Back River Rd, Hotchkiss 81419
Jeff Skeels	332 Onarga	3975 Clear Fork Rd, Craword, CO 81415
David Gilbert	328 Onarga	Choice properties, 2170 Southgate Lane, Delta 81416
Skip Naft	324 Onarga	POB 1275, Paonia, CO 81428
David Evans	320 Onarga	929 3rd St SE, Paris TX 75460
Molly Wheelock	314 Onarga	POB 1087, Paonia, CO 81428
Brossanova LLC	312 Onarga	POB 84, Paonia, CO 81428
Dianne Schevene	211 4th Street, Unit A	POB 1372, Paonia, CO 81428
Kathryn Swartz	209 4th street	POB 533, Paonia, CO 81428

All off-street parking and loading areas.

- See site plan #3 for parking space to be created off alley.

The location of all ways for ingress and egress to all buildings, and parking areas.

- See site plan #3 for all ingress and egress information.

Service and refuse collection areas.

- See site plan #3 for all service and refuse collection areas.

Major screening proposals.

- 6ft, wood & metal fence to be erected as displayed on site plan #3. Design as in picture below.



Size, shape, and character of all signs.

- All signs are to be removed. The prior signs (large PUB sign at front peak, chalkboard with daily offerings) already removed. PUB sign on fence to be removed and replaced with fence pickets of like kind.

The area and location of all open space and recreation areas.

- Noted on site plan #3.

The location and type of outdoor lighting.

- All outdoor lighting locations noted on site plan #3 and pictures are below. No changes.
- Two front lights on porch; circular, small LED bulbs, low wattage.



- At back, two bulbs (40 watts (450 lumens) each) under canopy as shown.



The character and type of landscaping to be provided.

- Site plan #3 makes note of landscaping. Primary changes are to replace back area – entirely covered with gravel – with native landscaping, vegetable beds, and a fruit tree.
- Planted material includes:

Location

Along back fence

In raised beds

Material

Apricot tree

Vegetables

Native pollinator plants,
selected from CSU

Extensions

Elsewhere

recommendations:

<https://extension.colostate.edu/topic-areas/insects/creating-pollinator-habitat-5-616/>

Early-Season

- Nodding onion - *Allium cernuum*
- Serviceberry - *Amelanchier alnifolia*
- Winecups - *Callirhoe involucrata*
- Sulphur flower - *Eriogonum umbellatum*
- Wallflower - *Erysimum spp.*
- Prairie smoke - *Geum triflorum*
- Blue Flax - *Linum lewisii*
- Blue mist and firecracker penstemon - *Penstemon eatonii* and *P. virens*
- Pasque flower - *Pulsatilla patens*
- Flowering fruit trees including apples, cherries, peaches and plums
- Penstemons (many native and cultivar options, check with local nursery)
- Yarrow - *Achillea millefolium*

Mid-Season

- Lead Plant - *Amorpha canescens*
- Asters (many native and cultivar options, check with local nursery)
- Pearly everlasting - *Anaphalis margaritacea*
- Showy milkweed - *Asclepias speciosa*
- Harebells - *Campanula rotundifolia*
- Blanket flower - *Gaillardia aristata*
- Salvias (many native and cultivar options, check with local nursery)
- Flowering trees including willows, black locust, linden and honey locust

Late-Season

- Blue Giant Hyssop - *Agastache foeniculum*
- Rocky Mountain bee plant - *Cleome serrulata*
- Plains Coreopsis - *Coreopsis tinctoria*
- Common sunflower - *Helianthus annuus*
- Hairy False Goldenaster - *Heterotheca villosa*
- Goldenrod - *Solidago spp.*
- Rabbitbrush - *Chrysothamnus nauseosus*
- Chokecherry - *Prunus virginiana*
- Boulder raspberry - *Rubus deliciosus*

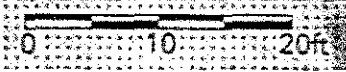
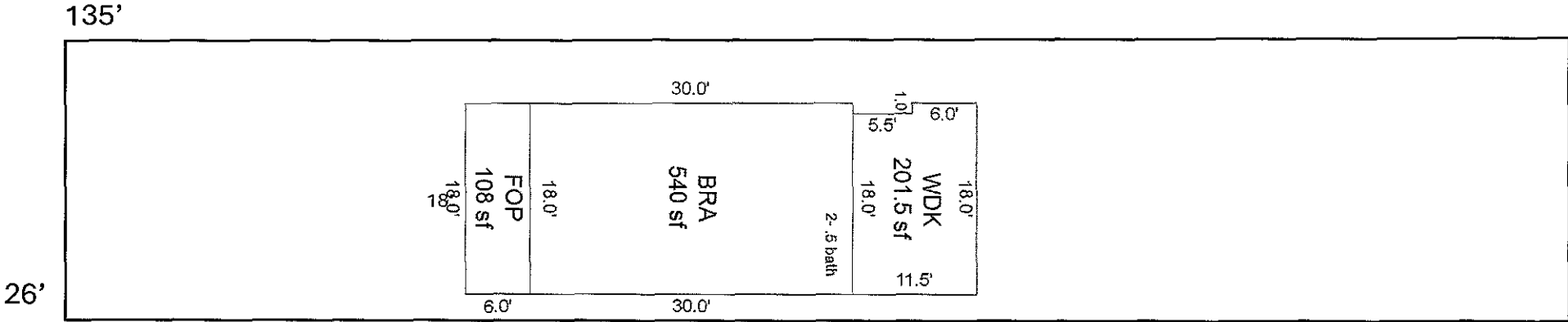
The anticipated timetable for completion.

- Interior alterations: by September 2024.
- Back landscaping: by September 2024.

All owners and lien-holders of property shall sign the following agreement that will be placed on the original special review site plan.

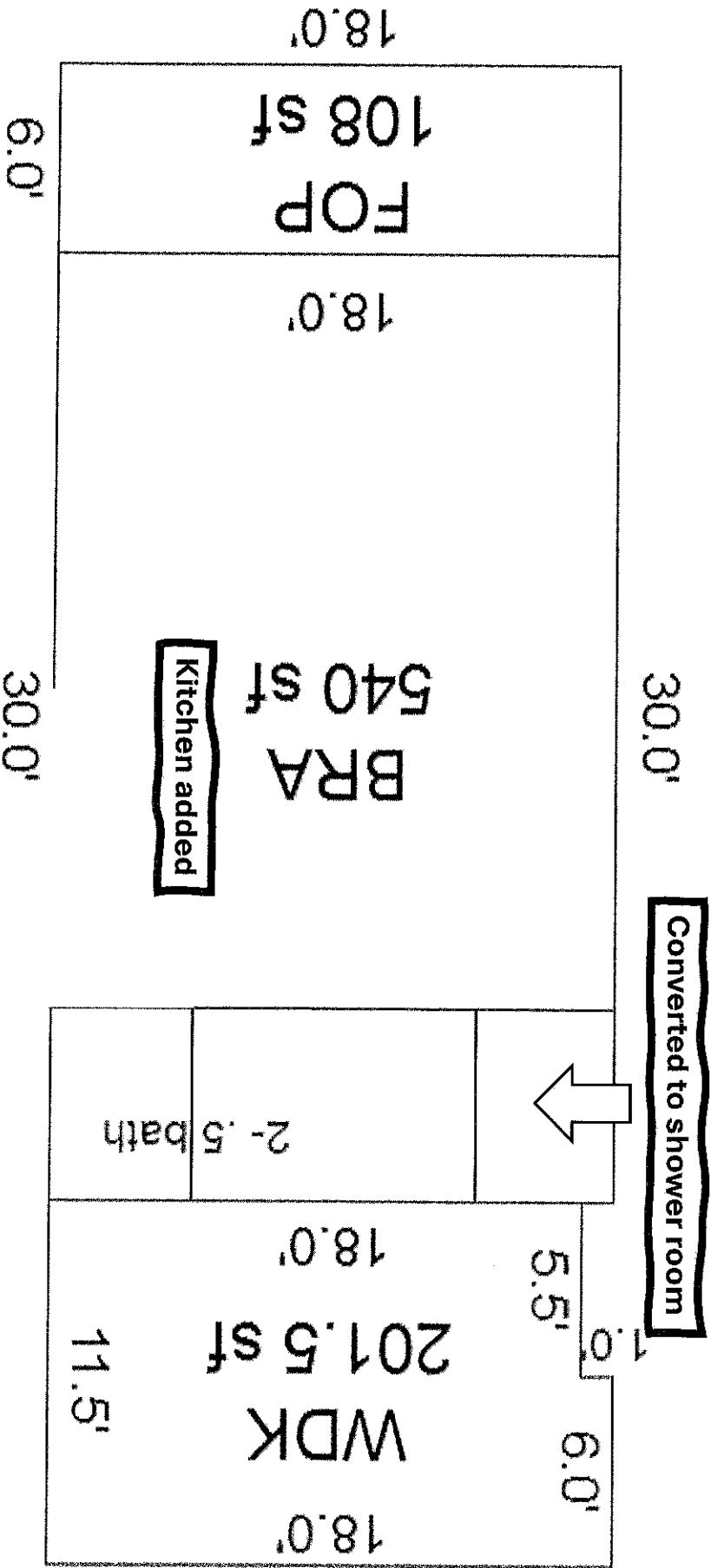
- Done.

Site Plan #1 [Full lot with structure]

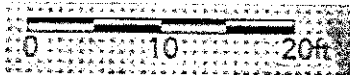
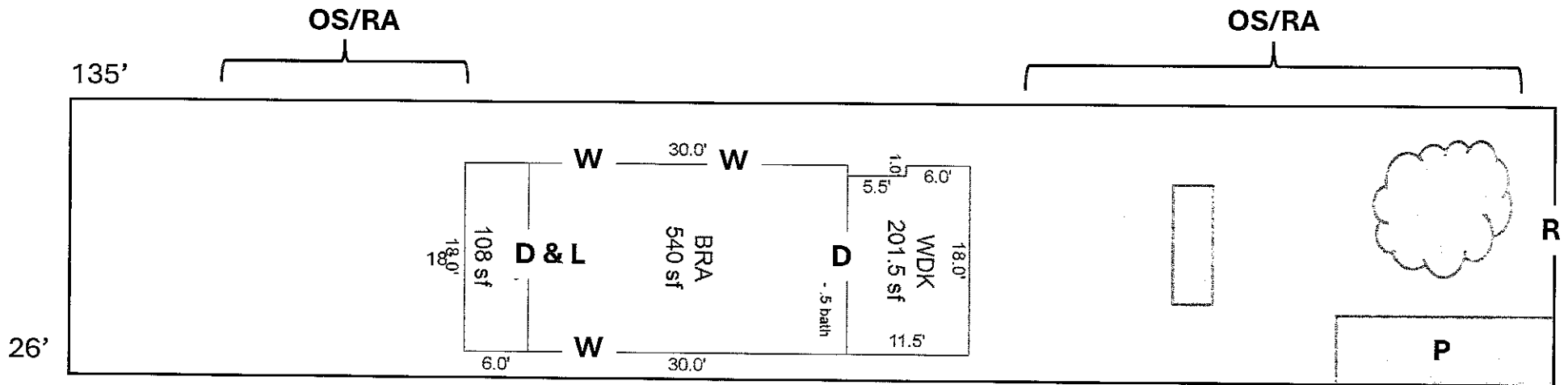


FOP: Front Porch
BRA: Bar Area Average
WDK: Wood deck

Site Plan #2 [Only structure, to highlight interior additions]

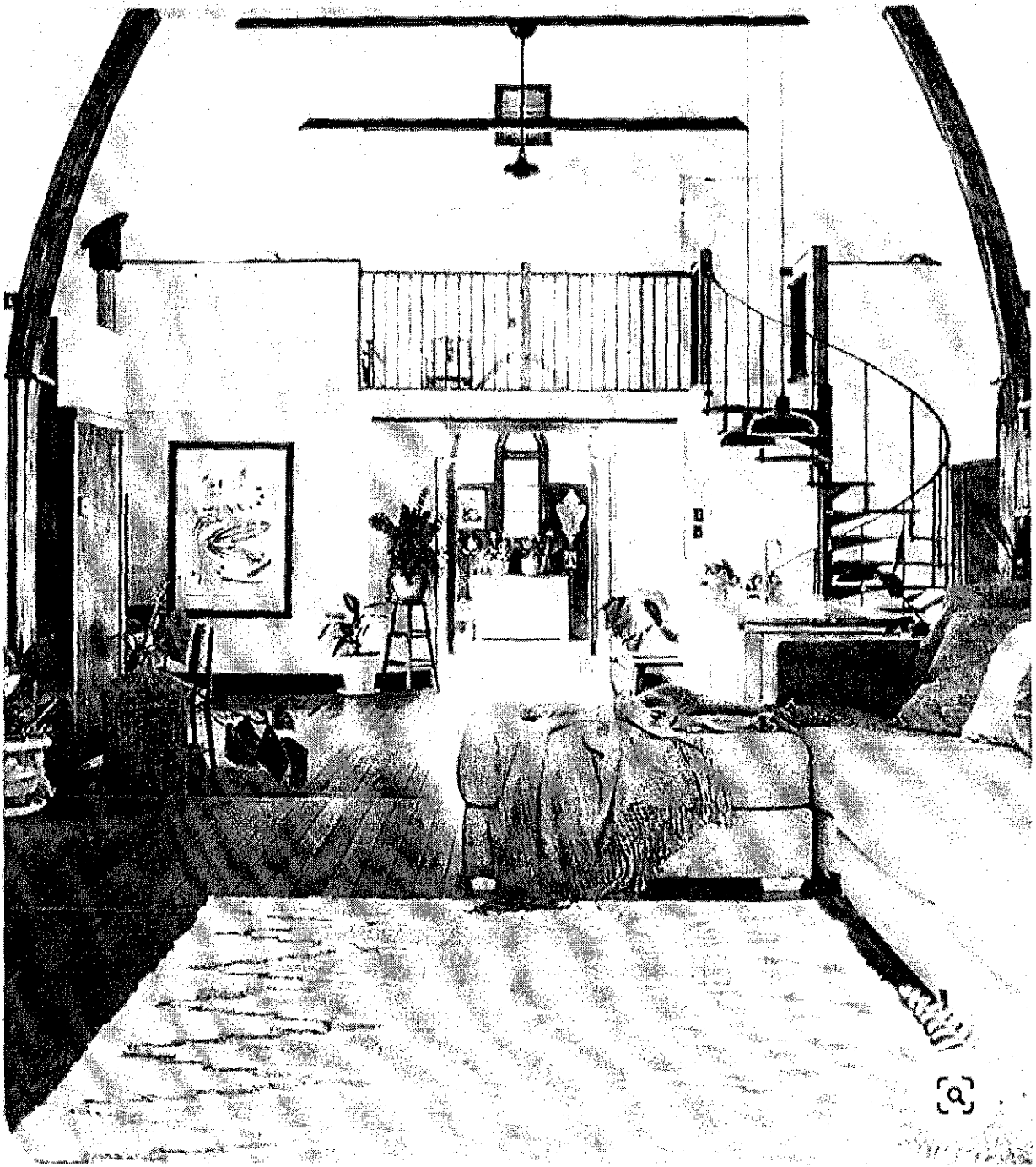


Site Plan #3 [to highlight exterior alterations]



FOP: Front Porch
 BRA: Bar Area Average
 WDK: Wood deck

W: window (ingress/egress, no changes)
 D: door (ingress/egress, no changes)
 L: outdoor lighting (no changes)
 R: refuse collection / service access
 P: off-street parking
 OS/RA: open space / recreation area
 Tree Raised beds





**TOWN OF PAONIA
PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

REPORT OF THE TOWN ADMINISTRATOR

APPLICATION FOR SPECIAL USE REVIEW

(Real Estate Parcel Number: 324506114016,

Commonly known as 325 Grand Avenue Paonia, CO 81428)

For Public Hearing on August 7, 2024

Background

SRV 2024-04 Application for Special Use Review as outlined in § 16-4-40 of the Town of Paonia’s Municipal Code of Ordinances for the Parcel Number 324506114016, the property commonly known as: 325 Grand Avenue Paonia, CO 81428. The property is currently listed as C-1, Core Commercial District.

The current property owner, 325 Grand Ave, LLC, is represented by Lori Hunter (Registered Agent), the Applicant. In its current form, the LLC was formed on 5/27/2022. The property was previously rezoned from R-3, Higher Density Residential to C-1, Core Commercial District.

The current use of the property for the past several years has been as a commercial business, *Paonia United Brewing*, but it is no longer active. The current property owner has requested that the use be changed to allow for lodging, which is considered in §16-3-70 as “Dwellings as part of a business use,” and requires a Special Use Review for C-1.

General Information

The request is to allow for *Dwelling Units as Part of a Business Use* within the C-1 District as described within §16-3-70 *District Regulations* for the *C-1 District*.

See Attachment A for the Property Record Card from the Delta County Assessor’s office.

The applicant is requesting a use listed within table 16-3 as *Permitted by Special Review*, the applicable table is included in this report as **Attachment B**.

PMC §16-2-70 – C-1 Core Commercial District is given the following intentions, “*it is the intent of the district to provide for the orderly development of those commercial and business uses, government, educational and cultural facilities that are characteristic of downtown areas and promote comparison shopping and pedestrian activity in the core area. This district is not intended for businesses and commercial uses that are oriented to the automobile and require extensive ground-level floor area.*”

The applicant’s application states that the reason for the Special Review/Variance is a, “change of use to ‘lodging’ – an allowable use in C-1 zones with special review.” The application further states that new buildings/structures will be constructed to include, “back fence, parking space at alley.”



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Additional information contained in the application include that the anticipated traffic flow and volume will be 2-4 persons in [the] residence, two weeks per month, on average; and that there will be noise reduction from the prior use and no additional lighting or pollutants.

Procedures for Securing Approval of Special Review Application

PMC §16-4-40 gives the procedures that must be met to in order for the Planning Commission to consider a SUR application.

PMC §16-4-40

- (a) *Preapplication Conference* – The applicant has participated in one preapplication conferences with the Town Administrator/Treasurer on June 20, 2024. The applicant was advised of the process.
- (b) *Filing Deadline* – the applicant met the filing deadline and adequate public notice has been given by the Town Clerk. The application provided has met all of the provisions required for the Special Use Review.
- (c) *Fees* – The applicant has paid for all fees associated with the application and a receipt for which is attached to their application package.
- (d) *Review by the Town Administrator* – A review has been completed by the Town Administrator and this staff report is evidence that it has been completed.
- (e) *Action by the Planning Commission* – The Public Hearing for the applicant has been scheduled with the Planning Commission on August 7, 2024, at 6:30PM.
- (f) *Action by the Board of Trustees* – Within thirty days of the Planning Commission’s recommendation, a meeting will be scheduled with the Board of Trustees to consider the Planning Commission’s recommendation and making a final determination on the merits of the application. Should the applicant be granted the Special Use, a Resolution reflecting the decision to approve the Commercial Recreational Use will also be approved.

All Special Use Review applications are required to include a recorded warranty deed with a legal description of the property. The Delta County Assessor’s Office showing that a recorded warranty deed is on file is included with this report as **Attachment C**. The legal description of the property is found on the Property Record Card from the Delta County Assessor’s Office in **Attachment A**.

PMC §16-4-30 gives criteria for the site plan and supporting documents, and the relevant section of code is included with this report as **Attachment D**. After reviewing the site plan and all relevant attachments it is the Staff’s opinion that it meets the requirements of the PMC.



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Required Findings Needed to Consider a Special Use Review:

As established in PMC §16-4-50, Site Plan Review Criteria and Performance Standards.

(a) The criteria for review and performance standards are as follows:

(1) *Compliance of the application with this Code in general.*

After reviewing the application and holding a preapplication/premeeting conference with the applicant, Town staff believe that the application to utilize the property for Dwellings as a business use meets the conditions of the PMC.

(2) *The compatibility of the proposed use and site plan with the character of the surrounding area.*

Review of the application revealed that the building would not be expanded or enlarged outside of its existing footprint, but fences would be installed in the rear of the property along the alleyway. The surrounding properties to 325 Grand Avenue are predominantly Residential with a few commercial uses nearby including a funeral home, an attorney office, a Hotel and Bed and Breakfast, and a flower shop. The proposed use as *a dwelling use as part of a business use* fits into the character of the existing and surrounding neighborhood as other similar uses are found nearby.

(3) *The desirability and need for the proposed use.*

The applicant has conveyed that there exists a desirability and need for the proposed use as there is a lack of commercially available lodging units throughout Town. The property is zoned C-1 and an acceptable use includes dwelling units as part of a business use, it would stand to reason that the code identified the desirability and need for such uses and allows for it upon successfully completing a special use review.

(4) *The potential for adverse environmental influences that might result from the proposed use.*

It is highly unlikely that the Special Use of the space as dwelling units as part of a business use will have negative or adverse environmental influences. The existing light fixtures appear to be low wattage and compatible or easily adjusted to be compatible with the Dark Skies ordinance of the Town. The proposed use is less intense than that of a bar/restaurant, which has been the current and historical use of the property for several years.



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PLANNING COMMISSION & COMMUNITY DEVELOPMENT
STAFF REPORT**

(5) *Compatibility of the proposed use and site plan with the policies and guidelines of the Comprehensive Plan.*

The Town of Paonia’s existing Comprehensive Plan from 1996, contemplated *Land Use and Development*. Goals and action items were established by that document and the Town must contemplate those goals and actions as a requirement of consideration with this Special Use Review as listed in PMC §16-4-50 (a) (5).

There are two of six Commercial Land Use Development actions that apply to this application:

- LU/D-10: Improve the physical appearance of existing commercial land uses.
- LU/D-12: Preserve, and when necessary, expand the downtown core.

(b) *Lights and signs shall be located in a manner that will not be distracting to adjoining properties or passing motorists.*

The existing lights and signs were outside of this scope of review as they were already approved by a previous administration, and the applicant installed them based on that approval, it would be improper to consider changes now. The existing fixtures appear to be compatible or easily adjusted to comply with the Town’s Dark Skies ordinance.

(c) *Landscaping shall be provided in areas near public right-of-way and located with consideration for energy conservation. An acceptable plan must be provided for the maintenance of the required landscaped areas.*

The applicant included a site plan with landscaping areas on Site Plan #3 with their application. The signage for the previous use will be removed and a fence will be installed in the rear of the property. The applicant will submit a fence review application should this special use review be granted for the rear of the property. No major changes to the existing landscaping of the property is being considered with this application except for the inclusion of a fence on the rear of the property.

(d) *Control of storm drainage shall be provided so as to not damage adjoining properties. The plan must be approved by the Town Engineer.*

The applicant has not changed the footprint of the building and previous building permits were approved by the Town’s Building Official before the improvements were completed. Further, the Town does not employ a Town Engineer outside of competitively bid projects that are being worked on for the Town. Any individual applications for zoning or building would need to go through the plan review process and the Town’s third party. The Town



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relies on the building official and its third-party plans reviewer, Shums Coda, to review drawings and ensure that they comply with the building code, which often includes acceptable storm drainage control. Should the Special Use Review be granted, the property owner would still need to go through the building permit application process.

(e) *Site design and building plans shall include provisions for the needs of handicapped individuals as required by the Building Code or other ordinances of the Town.*

The property owner will be responsible for complying with all building and Town code should the Special Use Review be approved and the applicant moves forward with a building permit application.

(f) *Approved landscaping or solid fencing capable of screening adjacent properties shall be provided where commercial uses abut residential uses.*

The Applicant has addressed this concern with a screening proposal in their application. The applicant must submit a fence review application before any fencing is installed along the property.

(g) *Commercial and Industrial uses shall conform to the following performance standards:*

(1) *No dust, odor, gas, fumes, glare or vibration shall extend beyond the lot lines. Glare pertains to sunlight reflected from windows or other integral portions of buildings, as well as from lighting fixtures and signs.*

The applicant does not propose any commercial hoods or major changes to the building that would create a burden to neighboring properties.

(2) *Smoke shall not be emitted at a density greater than #1 on the Ringleman’s scale.*

It is highly unlikely that the use as dwelling units as part of a business use would be greater than a #1 on the Ringleman’s scale, or 20% opacity of the smoke.

(3) *No particles of fly ash shall exceed two-tenths percent (0.2%) grains per cubic foot of the flue gas at a stack temperature of fifty (50) degrees Fahrenheit.*

It is highly unlikely that the proposed use of dwelling units as part of a business use will exceed the level of fly ash particulate within this performance standard.

(4) *Noise. No noise shall be emitted which exceeds a maximum of seventy-five (75) decibels with a maximum increase of five (5) decibels permitted for a maximum of fifteen (15)*



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minutes in any one (1) hour. In addition, every activity shall be conducted so that no noise produced is objectionable due to intermittence, beat frequency or shrillness.

The use requested is to allow for dwelling units as part of business use, which is a less intense use of the property than its current use as a restaurant/bar. It is unanticipated that there would be an occasion where the noise will exceed the performance standard.

(5) *Water pollution. No water pollution shall be emitted by the manufacturing or other processing.*

The requested use is for dwelling units as part of a business use, and is not related to manufacturing.

(6) *Outside storage areas that adjoin R-1, R-2 or R-3 Districts must be screened from view with screening at least eight (8) feet high. The screening shall be constructed of board fencing, screened metal fencing, or shrubs.*

There isn't any proposed outside storage that would require meeting this performance standard. The Applicant has proposed new fencing along the rear of the property that would require an additional fence review application.

(7) *Truck traffic to and from I-1 and I-2 District facilities must be restricted to truck routes. The weight of the trucks is limited to standard highway limits unless otherwise posted.*

Not applicable as the zoning is C-1. However, this does not give approval for delivery trucks to disobey any posted signage, or ordinance for deliveries.

(8) *Industrial activity within the I-1 District will be restricted to 7:00 a.m. and 9:00 p.m.*

Not applicable as the zoning is C-1.

Staff Recommendation

Staff recommends approval of the Special Use Review for Dwelling Unites as a Part of a Business Use and bases their recommendation on the information given by the applicant, the application substantially conforms to the Comprehensive (Master) Plan and meets or exceed the performance standards required under PMC §16-4-50 for a Special Use Review.



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Potential Motions:

- 1.) I move to recommend approval of SRV 2024-04 because it does not adversely affect the public health, safety and welfare of the existing Core Commercial area, that the rezoning substantially conforms to the Comprehensive (Master) Plan, and that the proposed use meets the review criteria and performance standards as required.

- 2.) I move to recommend denial of SRV 2024-04 because it doesn't meet the criteria and performance standards required for considering a Special Use Review since the applicant hasn't demonstrated that it meets the goals and objectives of the Comprehensive Plan and that the amendment will adversely affect the public health, safety and welfare.

- 3.) I move to make no recommendation to the Board of Trustees for SRC 2024-03.

Property Record Card

DELTA COUNTY Delta County Assessor

325 GRAND AVE LLC
 1734 SPRUCE ST
 BOULDER, CO 80302-4311

Account: R008842
 Tax Area: BR- - BR-
 Acres: 0.067

Parcel: 324506114016
 Situs Address:
 325 GRAND AVE
 PAONIA, 81428

Value Summary

Value By:	Market	Override
Land (1)	\$44,900	N/A
Commercial (1)	\$233,770	N/A
Total	\$278,670	\$278,670

Legal Description

325 GRAND AVE PAONIA 81428 S: 6 T: 14S R: 91W Subdivision:
 ORIGINAL PAONIA Block: 9 Lot: 28 TOTAL 0.067 AC+-
 LOT 28 BLK 9 ORIGINAL PAONIA. BK 262 PG 243 BK 537 PG 399
 BK 541 PG 811 R-611306 R-638080 R-638081 POA R-638082 R-715495
 R-721135 R-721136 R739768 SOA R739769



Public Remarks

Entry Date	Model	Remark
03/06/2008		CHANGED FROM EXEMPT TO RESI. USED INFO PROVIDED ON RETURNED QUESTIONNAIRE FORM. FZ
12/04/2008		UPDATED AS PER SITE VISIT. FZ
10/20/2009		TD/INVENTORY FORMS MAILED-NN
12/16/2009		THIS ACCOUNT WAS CORRECTED TO COMMERCIAL LAND AND STRUCTURE. THIS IS A BEER TASTING ROOM AND IS DETAILED ON THE BUSINESS WEBSITE. FZ
01/31/2019		SITE VISIT FOR ROUTINE PRC UPDATE. LEFT CARD. SPOKE W/ TENANT 1/31/19. CORRECT ABST/BVAL/ARCH-JG
12/01/2020		SITE VISIT FOR 2020 SALE CONFIRMATION. SPOKE W/ BUSINESS MEMBER. UPDATE ACCOUNT EFF 2021-JG
06/08/2022		TD FORMS MAILED -JM 6/23/2022 - ENVELOPE RETURNED. NO OTHER ADDRESS ON DEED OR TD1000. -TR
08/02/2022		SITE VISIT FOR 2022 SALE. LEFT CARD AT DOOR. UPDATE PRC EFF 2023. -JH

Sale Data

Doc. #	Sale Date	Deed Type	Validity	Verified	Sale Price	Ratio	Adj. Price	Ratio	Time Adj. Price	Ratio
739769	06/01/2022	432	QV	Y	\$299,000	93.20	\$299,000	93.20	\$299,000	93.20
721136	08/14/2020	QC	UI	Y	\$126,270	220.69	\$126,270	220.69	\$126,270	220.69

Property Record Card

DELTA COUNTY Delta County Assessor

Sale Data

721135	08/13/2020	QC	UV	Y	\$126,270	220.69	\$126,270	220.69	\$126,270	220.69
638082	10/01/2009	WJ	UI	Y	\$109,000	255.66	\$109,000	255.66	\$109,000	255.66
611306	01/09/2007	SP	UV	Y	\$89,500	311.36	\$89,500	311.36	\$89,500	311.36

Land Occurrence 1

LVal	200411 - PAO COMMERCIAL < .15 AC	Abstract Code	2112 - 2112 - merchandising land
Lot Front	0	Lot Depth	0
Adj 1	100	Adj 2	100
Adj 3	100	Adj 4	100
Neighborhood	200411 - PAO COMMERCIAL	Road	6 - S PAVED
TOPO	1 - AVG TOPO	Utilities	7 - W/S/E/G
Appr Dist	5 - COMM-IND-ERIN	Subdivision	200411 - PAO COMMERCIAL
Use Code	2000	Review Date	202206 - 22-Jun

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
LT	1			1
Total	1.00			1.00
	Value	Rate	Rate	Rate
	\$44,900	44,900.00		44,900.00

Commercial Occurrence 1

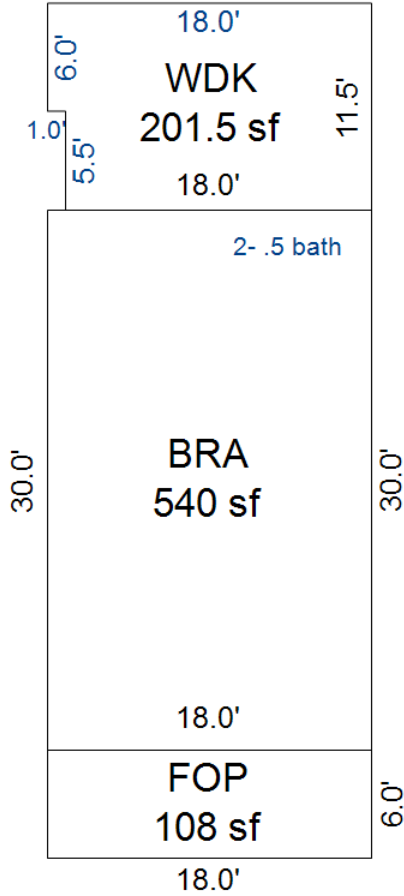
BVAL	223000 - REST/LOUN	Abstract Code	2212 - MERCHANDISING-IMPROVEMENTS
Arch Style	37 - SMALL COMM < 650 SQFT PAO	Exterior wall	14 - WD SIDING
RCVR	60 - CORG MTL	RSTR	3 - GABLE/HIP
Interior Wall	3 - PLASTER	Flooring	12 - HARDWOOD
Heating Fuel	3 - GAS	Heating Type	3 - FORCED AIR
Subdivision	200411 - PAO COMMERCIAL	QUAL	3 - AVERAGE
Frame type	2 - WOOD FRAME	STYS	1 - STYS
Number of Baths	1	RMS	2
Actual Year Built	1920	Effective Year Built	1990
Neighborhood	200411 - PAO COMMERCIAL	DEPR04	1990 - DEPR04
Use Code	2000		

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
BRA - BAR - AVERAGE	540	540	540	540
FOP - F.OPN/PRCH	16			108
WDK - WOOD DECK/BALCONY	40			202
Total	596.50	540.00	540.00	849.50
	Value	Rate	Rate	Rate
	\$233,770	391.90	432.91	275.19

Property Record Card

DELTA COUNTY Delta County Assessor

Commercial Occurrence 1



Abstract Summary

Code	Classification	Actual Value	Taxable Value	Actual Override	Taxable Override
2112	2112 - merchandising land	\$44,900	\$12,527	NA	NA
2212	2212 - merchandising- improvements	\$233,770	\$65,222	NA	NA
Total		\$278,670	\$77,749	NA	NA

Sec. 16-3-70. - Schedule of uses, commercial and industrial districts.

Table 16-3
Schedule of Uses - Commercial and Industrial Districts

Use	C-1 District	C-2 District	I-1 District	I-2 District
Auto sales and service repair	X	S	S	P
Automobile wrecking yards	X	X	X	S
Scrap processing when yard is enclosed by 6-foot screening of wall. (No junk allowed outside of screening)				
Banking, savings and loan	P	P	X	X
Bulk large storage of flammable liquid gas facilities	X	X	X	S
500 gallons and under	S	S	S	S
Campgrounds, recreational vehicle parks	X	S	X	S
Child care	P	P	S	X
Churches	S	S	X	X
Commercial recreational including pool halls, bowling alleys, skating rinks and golf courses	S	S	S	X
Dental or medical clinics	P	P	S	X
Drive-up windows for banks, businesses and restaurants	S	S	S	X
Dwelling units as a part of a business use	S	S	S	X
Dwelling units secondary to the business use	P	P	S	X

Fabricating/manufacturing industry	S	S	S	P
Fast food and drive-thru restaurants	S	S	S	X
Fertilizer storage or manufacturing of	X	X	X	S
Formula businesses	X	S	S	S
Fruit/packing	X	X	P	P
Fruit/produce processing	X	X	S	P
Gas stations	X	S	S	S
Grain warehouses	X	X	X	P
Group homes for the developmentally disabled	S	S	X	X
Livestock areas or barns	X	X	X	S
Lumber yards	X	S	S	P
Manufacture and storage of explosives	X	X	X	X
Manufacturing	X	X	S	P
Membership clubs	S	S	S	S
Mining of natural resource material	X	X	X	S
Mobile home sales/service	X	S	S	P
Motels, hotels and lodging facilities (including room houses and bed and breakfasts)	S	P	X	X
Multiple-family dwellings	S	S	X	X
Nursing homes	S	P	P	P

Parking lots	P	P	P	P
Parks and recreation areas	P	P	P	P
Personal services shops, including barber, beauty shops, shoe repair, self-service laundries, travel agencies, etc.	P	P	S	X
Professional and business offices when part of permitted light industry	P	P	S	X
Public and governmental facilities	P	P	S	X
Public or private schools	S	S	S	X
Ready-mix concrete and asphalt plants	X	X	X	P
Restaurants	P	P	S	X
Retail businesses	P	P	S	S
Service and keeping of heavy industrial equipment	X	X	X	P
Small animal clinic	X	S	P	X
Storage sheds (rental spaces)	S	S	S	S
Utilities ²	X	X	S	P
Utility substations 8	X	S	S	S
Warehouses	S	S	P	P
Wholesale businesses (factory outlets)	S	S	S	S

P = Permitted by right

S = Permitted by special review

X = Prohibited

Account: R008842 WARRANTY DEED

Document Date	Sale Date
06/01/2022	06/01/2022
Reception Number	Book Page
739769	
Deed Type	Document Fee
WARRANTY DEED	\$29.90
Sale Price	
299,000	

<u>Grantor</u>	<u>Grantee</u>
WILLIAMS JOHN D TRUST DTD 5/2/2005	325 GRAND AVE LLC

Remarks

Account Number
R008842
Parcel Number
324506114016

Sec. 16-4-30. - Site plan and supporting documents.

There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Administrator. The site plan shall be drawn in black ink on Mylar. Following approval by the Board of Trustees, the applicant shall submit a reproducible copy of the original site plan to the Town for the Town's permanent records. The special review application shall include the following:

- (1) The site plan showing the location of all buildings, structures and other improvements to be placed on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.
- (2) A legal description of the property.
- (3) A list of the names and addresses of all property owners within two hundred (200) feet of the property.
- (4) All off-street parking and loading areas.
- (5) The location of all ways for ingress to and egress from all buildings and parking areas.
- (6) Service and refuse collection areas.
- (7) Major screening proposals.
- (8) The size, shape, height and character of all signs.
- (9) The area and location of all open space and recreation areas.
- (10) The location and type of outdoor lighting.
- (11) The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on the site plan.
- (12) The anticipated timetable for completion. If the project is to be completed in phases, then the date for completion of each phase shall be indicated.
- (13) The following agreement will be placed on the original special review site plan, signed by all owners and lienholders of the property: The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Paonia. The signatures of all owners and lien holders shall be notarized. The agreement shall further designate who is specifically responsible for the proposed improvements.
- (14) In addition to the site plan, a title policy indicating that the property is free and clear of all ownership disputes, liens or encumbrances whatsoever which would impair the use of the property for the uses approved. The title policy shall provide verification that all owners and lien holders have signed the special review site plan. The title policy shall be effective within twenty-four (24) hours after the date of approval by the Board of Trustees. If the title policy is not provided to the Town Clerk within seven (7) days after action by the Board of Trustees, the action by the Board of Trustees shall be automatically voided.
- (15) Other information as needed by the Town to analyze the feasibility and impacts of the special review use, which may include, but are not limited to, traffic analyses, soils or geological reports or drainage and engineering studies.

(Ord. No. 83-116, Art. XI, 1983; Ord. No. 2000-02, Art. XI, 2000; Ord. No. 2014-04, § 1, 1-13-2015)

Minutes
Planning Commission Meeting
Town of Paonia, Colorado
August 07, 2024

RECORD OF PROCEEDINGS

Roll Call

PRESENT

Chair Watson

Vice Chair Howe

Commissioner Smith

Commissioner Brunner

Commissioner McCarthy

Approval of Agenda

Commissioner Smith makes a motion, seconded by Vice Chair Howe, to approve the agenda as presented.

The motion carries unanimously.

Approval of Minutes

May 1, 2024, Planning Commission Meeting

Commissioner Smith makes a motion, seconded by Commissioner Brunner, to approve the May 1, 2024, Planning Commission Meeting Minutes with the amendments correcting the spelling of Marrison's name (of Phoenix Rising) and clarifying Commissioner Brunner's motion to include 'incomplete'.

The motion carries unanimously.

Actions & Presentations

1. Public Hearing

Special Use Review for The Hearth, located at 138 Grand Avenue, operated by The Learning Council, to allow Commercial Recreation Use.

Chair Watson opens the public hearing at 6:38PM

Town Administrator Wynn presents the staff report and reads four letters received in support of The Learning Council's request.

The applicant, Alicia Michelson of The Learning Council, speaks favorably of staff report and states she has little more to add to it. She speaks about a number of events hosted by The Learning Council and services provided to the community. She speaks of maintaining a good relationship with the Town Staff and Police Department. She also presents a parking agreement made with Robert Justin for overflow parking at 201 First Street.

Chair Watson opens public comment at 6:58PM.

J. Dervin-Ackerman, North Fork Valley Creative Coalition, speaks in favor of the request.

J. Mattox speaks in favor of the request.

J. Schwarts speaks in favor of the request.

A. Porter speaks in favor of the request.

R. Corona, of the Grape Vine Gallery, speaks in favor of the request.

Chair Watson, due to the number of public speakers, asks Town Attorney Buchner if a mass swearing in is appropriate or it should be done on a per speaker basis. Town Attorney Buchner advises swearing in one speaker at a time.

M. Cooper, Director of the Paradise Theater, speaks in favor of the request.

K. Griest, owner of the Refinery, speaks towards not being impacted by the Learning Council's activities and speaks in favor of the request.

A. Hoffman, Treasurer of the Learning Council, outlines funds spent towards community events and as a local employer. She speaks in favor of the activities that the Learning Council is involved with and this request.

A. & D. Weaver, local artists, speaks in favor of the Learning Council and the support received towards their own business.

A. Boyer speaks in favor of the request and states parking is not an issue.

P. Merry speaks in favor of request and their work.

S. Brody, mother/farmer/Board Member of the Learning Council, speak in favor of request.

No further comment from Applicant or Staff

Public comment concluded at 7:31PM

The Planning Commission members discuss the various parking options and code regulations. The Commission agreed that although there are currently no parking issues, that could change in the future. Applicant and Commission agree to revisit the parking issue should it become necessary.

Public Hearing is closed at 7:49PM

Vice Chair Howe makes a motion, seconded by Commissioner McCarthy, to recommend approval of SRV 2024-03 because it does not adversely affect the public health, safety and welfare of the existing Core Commercial area, that the rezoning substantially conforms to the Comprehensive (Master) Plan, and that the proposed use meets the review criteria and performance standards are required.

Commissioner Smith makes a motion, seconded by Commissioner Brunner, to amend the motion on the table by adding that the applicant enter into an agreement with the Town to use the Public Parking lot behind Town Hall and other potential private parking lots for any required off-street parking for its volunteers, staff or operations, and that it also received a favorable determination from the Board of Trustees.

Voting in favor of Commissioner Smith’s amendment to Vice Chair Howe’s motion on the table:

- Chair Watson
- Vice Chair Howe
- Commissioner Brunner
- Commissioner McCarthy
- Commissioner Smith

The motion carries unanimously.

Voting in favor of Vice Chair Howe’s original motion for approval of SRV 2024-03:

- Chair Watson
- Vice Chair Howe
- Commissioner Brunner
- Commissioner McCarthy
- Commissioner Smith

The motion carries unanimously.

2. Public Hearing

Special Use Review for the property located at 138 Grand Avenue, operated by Lori Hunter, to allow Dwelling Units as Part of a Business Use.

Chair Watson starts the public hearing at 7:59PM.

Wynn presents staff presentation for SRV 2024-04.

Lori Hunter, applicant/owner, speaks of the history of the building and original plans for usage since purchased. Internal space limits usage and has turned off potential interested parties. She states her request for the building is to provide short term rentals (STRs) and provides handouts of background information of how STRs are utilized by other communities in the western slope and other town approaches to using commercial buildings as STRs. She speaks to the less intensive usage of this building with less parking required and neighbors appreciating less noise since the previous tenant had moved out of the building. She does not feel her request would impact existing housing since it is currently not residential but commercial.

Chair Watson opens public comment at 7:14PM.

C. Stewart speaks in favor of having more lodging available by this request.

D. McClellan, residing across from the building, questions STR requirements but speaks to favor full-time residents rather than short-term.

R. Verduin – speaks in favor of Applicant’s request.

Applicant Lori Hunter responds to the public comments by clarifying her request for providing lodging and size of building limitations preventing residential zoning.

Town Administrator Wynn clarifies the special review is for dwelling units as part of the business use and reads the code definitions for Dwelling Unit and Bed and Breakfast establishment.

Public comments conclude at 7:35PM.

Commission discussion includes water usage and no effect by moratorium, identifying differences between hotel/motel versus bed & breakfast. The purchase price of property, rental rates, and interested parties were also discussed.

Commissioner McCarthy speaks to discussion being about a Dwelling Unit as part of the business and not the term ‘lodging’. Specifically, the definition of Dwelling Unit is renting out one month or longer but sees a conflict with application wanting to provide rentals for less than 30 days.

Town Attorney Buchner states that while the Town has a short term rental section of the code that contemplates short term rental licenses separate and distinct from a business license, which based on that definition, typically 30 days or longer is considered long term rentals. He also explains the differences in taxes between residential and commercial.

The Commission continues to discuss residential and commercial usages for both under thirty days or longer and conflicts in the code.

Applicant Lori Hunter states that when she first submitted the special review, her request was for a special review for consideration as lodging because application specifically stated hotels, motels, and lodging.

Commissioner McCarthy points out that there is no definition for lodging in the code. Town Administrator Wynn states there is a section in the code for room houses and bed & breakfast facilities, but there is no definition for a lodging facility. States if approval of the Board of Trustees is recommended, that the applicant meets any further criteria for short term rentals that may be passed in the future.

Commissioner Brunner speaks to making this building available draws short term rentals out of the housing market because it would provide an alternative.

Commissioner McCarthy makes a motion, seconded by Commissioner Smith, to continue until September 9, 2024, for clarification of definition of dwelling unit and how it affects Short Term Rentals.

Commissioner Brunner makes a motion to amend the motion on the table to include exploration by our attorney of our code as it relates to Dwelling Units and Lodging.

Town Administrator Wynn points out issues that the Planning Commission is not a legislative body and any changes, contemplation of changes, or adding definitions needs to come from the Board of Trustees. Also, committees or commissions cannot direct the Town Attorney by resolution by the Board of Trustees.

Town Attorney Buchner clarifies Commissioner Smith’s role as Commissioner as it relates to directing Town Attorney in the Planning Commission. He suggests that in this scenario, the issue is tabled until such time as the Board of Trustees can address these issues.

There is a brief discussion about denying the applicant request and having it go to the Zoning Board of Adjustments for appeal.

Commissioner Brunner’s earlier motion to amend the motion on the table to include exploration by our attorney of our code as it relates to Dwelling Units and Lodging dies due to lack of a second.

Voting in favor Commissioner McCarthy’s motion on the table:

- Commissioner McCarthy
- Commissioner Smith

Voting against:

- Chair Watson

Vice Chair Howe
Commissioner Brunner

The motion fails.

Vice Chair Howe makes a motion, seconded by Commissioner Smith, to make no recommendation to the Board of Trustees for SRV 2024-04.

Voting in favor:

Chair Watson
Vice Chair Howe
Commissioner Brunner
Commissioner Smith

Voting against:

Commissioner McCarthy

Commissioner McCarthy makes a motion, seconded by Commissioner Smith, to extend the meeting by 5 minutes.

The motion carries unanimously.

Chair Watson closes the public hearing at 9:31PM

No further discussion by Commission members as motion was made, seconded, and carried.

Adjournment

Chair Watson Adjourns the meeting at: 9:32PM

Ruben Santiago, Deputy Clerk

Suzanne Watson, Chair



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	#9 Special Event Permit for The Learning Council and 2nd Annual Picklefest.
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	August 27, 2024
BACKGROUND:	The Special Event Liquor License has not been noticed yet so it will be on the Consent Agenda at the next meeting, September 10th. I have still included it because it is necessary for you to be able to see the whole event.
BUDGET:	Park Fees \$125.00
RECOMMENDATION:	To approve SEP 2024-13 without the liquor license
ATTACHMENT:	Special Event Packet for Picklefest.

Town of Paonia Park/Event Registration Application

This form is intended for events over 100 people using public property. The Town of Paonia encourages the use of its parks for the pleasure of its citizens, and reminds applicants to consider impacts on neighbors living adjacent to these public areas so we may all continue to enjoy our parks!

*Please contact the Town office should there be any questions in filling out this form. The Town office is open from 8:00a to 4:30p Monday through Friday.
Thank you~*

Applicant Name: Calla Rose Ostrander

Organization: The Learning Council

Mailing Address: PO. Box 1744 Paonia CO 81428

Telephone Number: (970) 201-3134

Event Manager (if different than Applicant): _____

Event Manager Telephone: _____

Event Manager E-Mail: callarose@gmail.com

Please describe the event: _____

This is the 2nd Annual Pickleball hosted w/ the North Fork Recreation District. There is a pickleball tournament, food vendors, a bar, small stage + a pickle contest.

Event Date(s): _____ Event Hours: _____

Event Date(s): Oct 19th 2024 Event Hours: 7am - 7pm

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Which park do you want to use?

- Town Park – 700 Fourth Street
 - Green space including shelters and gazebo
 - Football Field area
- Apple Valley Park – 45 Pan American Avenue
- Poulos Park – 221 Grand Avenue (*no commercial activity allowed*)

Will there be alcohol?

- No
- Yes, but we are not selling it.
 - An On-Premise Liquor Application is required.
- Yes, and we would like to sell it.
 - We are a non-profit and submitted From DR-8439 Application for a Special Event Permit and any associated forms required.
 - On an attached piece of paper is the Alcohol Mitigation Plan.

Will there be vendors?

- No
- Yes
 - A list of vendors is being provided to the Town for tax compliance.
 - We have contacted the Department of Revenue to work out how taxes will be submitted for the event; either electronically or manually.
 - Vendors will be notified that tax compliance will be monitored.
 - Chalk or tape are permitted to define vendor boundaries on the grass.

Are you having a parade? Do you need a street closed?

- No
- Yes. Attached is the street closure request form noting the day, hours and route information.

Do you have any special requests? (ie - gate openings at certain times?)

- No
- Yes _____

Pricing:

Half Day (6 Hours or less) \$ **100.00/day**
Includes: 3 dumpsters and up to 5 vendors
Date Submitted _____ Amount _____

Full Day (6+ Hours until 10:00p) \$ **175.00/day**
Includes: 3 dumpsters and up to 10 vendors
Date Submitted _____ Amount 175.00

Multi-Day Rate (3+ consecutive days) \$ **150.00/day**
Includes: 3 dumpsters and up to 10 vendors
Date Submitted _____ Amount _____

Additional Vendors (More than 10) \$ **5.00/ea**
Date Submitted _____ Amount _____

Trash: The Town will provide 3 dumpsters. If the event requires more, it is the responsibility of the applicant to contract with a local agency for additional services. Compostable ware is strongly encouraged from all vendors and event managers. Styrofoam not permitted.
Date Submitted _____ Amount _____

Any additional fees submitted (street closure, liquor licensing, etc):
Type: _____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
Date Submitted _____ Amount _____

Recycling: Should the event provide recycling, a \$50 credit shall be applied. \$ 50

TOTAL FEES SUBMITTED \$ 125.00

All fees must be submitted no less than thirty (30) days before the first date of the event.

Other items submitted for consideration: *(On an attached piece(s) of paper)*

- Communication Contacts
- Liability Insurance
(\$1,000,000 minimum AND the Town of Paonia needs to be listed as an additional insured)
- Medical Plan *(ie - How do you plan on addressing a person who is injured at the event?)*
- Parking Plan *(ie-Staff versus Visitor parking)*
- Safety Plan *(ie - How would you deal with a natural emergency or a tree limb falling?)*
- Security Plan *(ie - Vendor security, controlling alcohol, etc)*

Promotion:

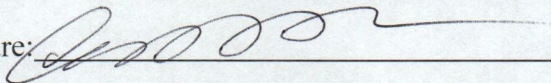
The Town is willing to promote your event by posting submitted material on the Town website, the Town of Paonia Facebook page, via e-mail to people who are on the Town's subscribed list, and/or a poster placed in the Town Hall entryway.

Any material to be promoted must be submitted no less than thirty (30) days before the first day of the event. Material shall only be promoted once for each avenue noted above.

The undersigned agrees to restore the park to pre-event condition, safety standards will be observed at all times, no glass will be brought into the park and all fees submitted are non-refundable, even if the event is canceled.


Signed and submitted this 23rd day of July, 2024.

Printed Name: Calla Rose Osterander

Signature: 

- No less than one week before the event, a meeting **must** be scheduled with the Public Works Director, Parks Maintenance, Town Clerk and the Police Chief, or designees to finalize all plans and coordinate last minute items.
Date of Pre-Event Meeting: Oct 6th 2024
- Application is deemed complete and is accepted. Employee Initials _____
- Application requires Board of Trustee Approval.
Hearing Date: _____

Comments: _____



The Learning Council
education, creativity, & life skills
PO Box 1744 Paonia, CO 81428 970-433-5852

Parking Plan for Pickle Fest 2024

Participants can park in the park's lot, along the street on Pan American and in the parking lot of the US Forest Service, which will be empty on the weekend. We have permission from USFS.

At the entrance to the parking lot will be a volunteer who can direct overflow parking. We also share parking areas with registrants to the athletic event and via social media beforehand.

We are encouraging walking, bicycling and carpooling for locals through social media and a prize drawing for those who leave their automobile at home.



The Learning Council

education, creativity & life skills

www.TheLearningCouncil.org

970.433.5852 PO Box 1744 Paonia, CO 81428

Security Plan For Pickle Fest 2024

Vendors will be responsible for the security of their booths. North Fork Recreation will be responsible for its booth and sign in area for the athletic event.

There will be a volunteer team for the setup and breakdown of the event. Members of this team will be present throughout the day to provide links to public security, monitor safe behavior, direct parking, enforce regulations and oversee the event. Team lead for event management for Pickle Fest is Calla Rose Ostrander

Food and vendor booths will be set up between 8-10am the day of and taken down by 8:30pm



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The 2024 Pickle Fest will be held Oct 19th 2024

The Health Contact for this event is Alicia Michelsen. She can be reached by phone or text at 970-433-5852 or by email at Alicia@thelearningcouncil.org. The North Fork Recreation District will provide medical attention to the athletic area.

Alicia is certified in CPR and Emergency First Aid. She will be the first point of contact if a medical emergency occurs. We will also utilize local resources such as the North Fork Ambulance and Paonia Police if necessary. We will have a comprehensive first aid kit at the event.

If a person is injured at this event and it is safe to move them, we will move the person to a centrally located place away from the activity, where medical professionals can assist the person until an ambulance arrives.

We will have communication with the Health and Safety team through cell phones. If necessary, we will utilize West Elk Clinic for minor medical problems and triage.

We are planning for the safety of our participants and strongly feel that an ounce of prevention is worth a pound of cure, so we will be doing our best to provide a safe environment at Apple Valley Park. We will be sure to include clear pathways to move people through and access for emergency vehicles. We plan to space vendors 12 feet apart from each other to ensure clear pathways.

We will host a meeting for our volunteer safety team prior to Pickle Fest and the safety team will remain in contact and accessible throughout the event.

Application for a Special Events Permit

181

PAID
 JUL 23 2024
 TOWN OF PAONIA

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following** (See back for details.)

- | | | |
|------------------------------------|---|---|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input checked="" type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

LIAB Type of Special Event Applicant is Applying for:	DO NOT WRITE IN THIS SPACE
2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate <i>The Learning Council</i>	State Sales Tax Number (Required) <i>30858151-0000</i>
---	---

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>The Learning Council P.O. Box 1744 Paonia, CO 81428</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <i>Apple Valley Park, 45 Pan American Ave Paonia, CO 81428</i>
---	---

4. Authorized Representative of Qualifying Organization or Political Candidate <i>Alicia Michalson</i>	Date of Birth <i>3/12/74</i>	Phone Number <i>(970) 433-5852</i>
Authorized Representative's Mailing Address (if different than address provided in Question 2.)		

5. Event Manager <i>Patrick McCarroll + Calla Rose Ostrander</i>	Date of Birth <i>4/12/183</i>	Phone Number <i>970 201 3134</i>
Event Manager Home Address (Street, City, State, ZIP) <i>1200 3rd St, #1, Paonia CO 81428</i>		Email Address of Event Manager <i>callarose@gmail.com</i>

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes How many days? <i>25 (no liquor)</i>	7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes License Number _____
---	---

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? Yes No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
<i>Oct 19 2024</i>		<i>7am</i>	<i>7pm</i>												

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature <i>Alicia</i>	Title <i>CEO</i>	Date <i>7/9/24</i>
----------------------------	---------------------	-----------------------

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)	<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
Signature	Title	Date

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information			Total
License Account Number	Liability Date	State	
		-750 (999)	\$.

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
- If not incorporated, a NONPROFIT charter; **or**
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- Check payable to the Colorado Department Of Revenue

Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.



Imagery ©2024 Maxar Technologies, Map data ©2024 Google 50 ft

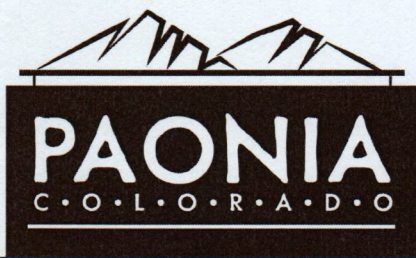


Imagery ©2024 Maxar Technologies, Map data ©2024 Google 50 ft



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	#10 Special Event Permit for Ute Car Club Hosting a Lunch Stop for the Colorado Grand
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	August 27, 2024
BACKGROUND:	All paperwork and fees are in order
BUDGET:	Fees: \$240.00
RECOMMENDATION:	To approve SEP 2024-12
ATTACHMENT:	Special Event Packet for Colorado Grand Lunch Stop



Name: Evelyn Roseberry

Address/Email: 13804 Pumpkin Hollow Rd., Hotchkiss, CO 81419
evelynroseberry@gmail.com

Phone: 970-275-8791

Date of Request: July 22, 2024

Meeting Date Request: Aug. 13, 2024

Subject: Colorado Grand lunch stop

Please describe below, in as much detail as possible, information concerning the item you wish to present before the Board of Trustees. If the Board of Trustees has all the information needed, they can make a decision or render an opinion in a much more expeditious manner. Your appearance is required for the Board of Trustees to make a decision.

Presentation:
 The Colorado Grand Car Rally will make a lunch stop at the Ellen Hanson Smith Center on Tuesday, Sept. 10, 2024 between 10:30am and 1:30p.m. Ute Trails Car Club will direct the Grand cars to park on the blacktop by the Center during that time period. The Colorado Grand has also asked us to provide more bathrooms, so we will order a couple of port-a-potties to be used as well as the Town Park's bathrooms. We request barricades to keep all cars other than the Grand cars out of the parking area during those hours.

Special Event Permit Checklist

Minimum
Days Due

PRIOR TO EVENT

ITEM:

Request to be on Agenda	60 DAYS
Large Group Park Application	45 DAYS
Special Event Permit Application (serving alcohol) (\$50/day \$150 max)	45 DAYS
On Premise Liquor Permit Requested (\$150.00)	45 DAYS
Park/Location Map	45 DAYS
(Outline all areas to be licensed, serving area, and storage area)	
Off Site Map (Map area of off site liquor storage)	45 DAYS
Safety Plan	45 DAYS
Banner Permit Application (\$50.00)	45 DAYS
Street Closure Application (\$50 app fee \$25/hr \$500 Refundable Deposit)	45 DAYS
Street Barricade, Cone and Barrel Rental	45 Days
Non-Profit Certificate of Good Standing	45 DAYS
Town Fees - park - per application requirements	with application
Vendor List (PRELIMINARY)	15 DAYS
Certificate of Insurance	15 DAYS
**SEP Notification Posted PRIOR TO HEARING	15 DAYS
(Email photo of posting proof to: paonia@townofpaonia.com)	15 DAYS

Packet Complete: _____ Date: _____

Board of Trustees Meeting Date:

Pre -Event Meeting with Staff (Two weeks prior to event): **Required** Aug 27th 2pm

Additional Notes:

Applications will not be processed and/or dates blocked out until a COMPLETE application and all fees have been received by the Town of Paonia.

Town of Paonia Park/Event Registration Application

This form is intended for events over 100 people using public property. The Town of Paonia encourages the use of its parks for the pleasure of its citizens, and reminds applicants to consider impacts on neighbors living adjacent to these public areas so we may all continue to enjoy our parks!

*Please contact the Town office should there be any questions in filling out this form. The Town office is open from 8:00a to 4:30p Monday through Friday.
Thank you~*

Applicant Name: Evelyn Roseberry

Organization: Ute Trails Car Club for the Colorado Grand

Mailing Address: 13804 Pumpkin Hollow Rd., Hotchkiss

Telephone Number: 970-275-8791

Event Manager (if different than Applicant): _____

Event Manager Telephone: same

Event Manager E-Mail: evelynroseberry@gmail.com

Please describe the event: serving lunch to the Colorado Grand participants at the Ellen Smith Center on Tues, Sept. 10, 2024

Event Date(s): Sept. 10, 2024 Event Hours: 10:00 am - 2:00 pm

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Which park do you want to use?

Town Park – 700 Fourth Street *- Black top for parking cars in Town Park*

Green space including shelters and gazebo

Football Field area

Apple Valley Park – 45 Pan American Avenue

Poulos Park – 221 Grand Avenue *(no commercial activity allowed)*

River Park – Grand Avenue *(no commercial activity allowed)*

Will there be alcohol?

No

Yes, but we are not selling it.

An On-Premise Liquor Application is required.

Yes, and we would like to sell it.

We are a non-profit and submitted From DR-8439 Application for a Special Event Permit and any associated forms required.

On an attached piece of paper is the Alcohol Mitigation Plan.

Will there be vendors?

No

Yes

A list of vendors is being provided to the Town for tax compliance.

We have contacted the Department of Revenue to work out how taxes will be submitted for the event; either electronically or manually.

Vendors will be notified that tax compliance will be monitored.

Chalk or tape are permitted to define vendor boundaries on the grass.

Are you having a parade? Do you need a street closed?

No

Yes. Attached is the street closure request form noting the day, hours and route information.

Do you have any special requests? (ie - gate openings at certain times?)

No

Yes _____

Pricing:

- Half Day (4 Hours or less)** \$ 150.00/day
 Refundable Deposit for Cleaning & Materials \$ 100.00
 Includes: 3 dumpsters and up to 5 vendors
 Date Submitted _____ Amount 150⁰⁰
- Full Day (6+ Hours until 10:00p)** \$ 225.00/day
 Refundable Deposit for Cleaning & Materials \$ 250.00
 Includes: 3 dumpsters and up to 10 vendors
 Date Submitted _____ Amount _____
- Multi-Day Rate (3+ consecutive days)** \$ 200.00/day
 Refundable Deposit for Cleaning & Materials \$ 250.00
 Includes: 3 dumpsters and up to 10 vendors
 Date Submitted _____ Amount _____
- Additional Vendors (More than 10)** \$ 15.00/ea.
 Date Submitted _____ Amount _____

Trash: The Town will provide 3 dumpsters. If the event requires more, it is the responsibility of the applicant to contract with a local agency for additional services. Compostable ware is strongly encouraged from all vendors and event managers. Styrofoam not permitted.

Date Submitted _____ Amount _____

- Any additional fees submitted (street closure, liquor licensing, etc):**
 Type: 4 barricades \$ 40-
10 cones \$ 50-
 _____ \$
 _____ \$

Date Submitted _____ Amount 90-

- Recycling:** Should the event provide recycling, \$ _____
 a \$50 credit shall be applied. *If recyclable material is thrown into a Town dumpster by applicants' representatives, the credit will not apply.*

TOTAL FEES SUBMITTED \$ 240⁰⁰

All fees must be submitted no less than thirty (30) days before the first date of the event.

Other items submitted for consideration: *(On an attached piece(s) of paper)*

- Communication Contacts
- Liability Insurance
(\$1,000,000 minimum AND the Town of Paonia needs to be listed as an additional insured)
- Medical Plan *(ie - How do you plan on addressing a person who is injured at the event?)*
- Parking Plan *(ie-Staff versus Visitor parking)*
- Safety Plan *(ie - How would you deal with a natural emergency or a tree limb falling?)*
- Security Plan *(ie - Vendor security, controlling alcohol, etc)*

Promotion:

The Town is willing to promote your event by posting submitted material on the Town website, the Town of Paonia Facebook page, via e-mail to people who are on the Town's subscribed list, and/or a poster placed in the Town Hall entryway.

Any material to be promoted must be submitted no less than thirty (30) days before the first day of the event. Material shall only be promoted once for each avenue noted above.

The undersigned agrees to restore the park to pre-event condition, safety standards will be observed at all times, no glass will be brought into the park and all fees submitted are non-refundable, even if the event is canceled.

Signed and submitted this 22nd day of July, 2024.

Printed Name: Evelyn Roseberry

Signature: Evelyn Roseberry

No less than one week before the event, a meeting **must** be scheduled with the Public Works Director, Parks Maintenance, Town Clerk and the Police Chief, or designees to finalize all plans and coordinate last minute items.

Date of Pre-Event Meeting: _____

Application is deemed complete and is accepted. Employee Initials _____

Application requires Board of Trustee Approval.

Hearing Date: _____

Comments: _____

Ute Trails Car Club for the Colorado Grand

1. Communications Contacts—Evelyn Roseberry, 970-275-8791 or evelynroseberry@gmail.com 13804 Pumpkin Hollow Rd., Hotchkiss
2. Liability Insurance—Markel Insurance Company. (See attached policy)
3. Medical Plan—The North Fork EMS will be helping serve lunch and will be at the ready in case the need would arise.
4. Parking Plan—The Ute Trails members who will be serving the lunch will park on the street next to the park so that the parking on the blacktop surrounding the Ellen Smith Center will be left for the Colorado Grand cars. We have the orange safety vests that our members who are directing the parking will wear that day.
5. Safety Plan—Several of the Ute Trails Car Club members will be directing traffic and patrolling the area by the cars to be sure everything is safe and secure while the Colorado Grand participants are inside the Center eating lunch.
6. Security Plan—Car Club members will be patrolling the area to watch for any violations of the rules and will report it to local police. There will also be a large presence of the State Highway Patrol who are traveling with the Colorado Grand and will be a definite deterrent to anyone thinking about breaking any rules.



Markel Insurance Company

10275 West Higgins Road, Suite 750
Rosemont, IL 60018
(800) 431-1270

INSURANCE POLICY

Coverage afforded by this policy is provided by the Company (Insurer) and named in the Declarations.

In **Witness Whereof**, the company (insurer) has caused this policy to be executed and attested and countersigned by a duly authorized representative of the company (insurer) identified in the Declarations.

Kathleen Anne Sturgeon

Secretary

Al Markel

President



MARKEL INSURANCE COMPANY

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COMMERCIAL LINES POLICY DECLARATIONS

POLICY NUMBER: CVG1185-08

PREVIOUS POLICY NUMBER: CVG1185-07

COMPANY NAME Markel Insurance Company	PRODUCER NAME Hagerty Insurance Agency LLC 121 Driver's Edge Traverse City, MI 49684	56197
---	--	-------

NAMED INSURED: UTE Trail Car Club

MAILING ADDRESS: c/o Lynn Krebs
61272 Hillsdale Dr
Montrose, CO 81401

POLICY PERIOD: FROM 08/19/2024 TO 08/19/2025

AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

BUSINESS DESCRIPTION Collector Car Clubs

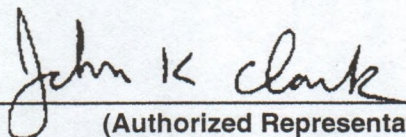
IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
COMMERCIAL GENERAL LIABILITY COVERAGE PART	\$350.00
TERRORISM - CERTIFIED ACTS (GENERAL LIABILITY)	EXCLUDED
TOTAL:	\$350.00

POLICY NUMBER: CVG1185-08

FORMS APPLICABLE TO ALL COVERAGE PARTS (SHOW NUMBERS):
See Schedule of Forms and Endorsements.

Countersigned 06/03/24	By: 
(Date)	(Authorized Representative)

THESE DECLARATIONS TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE PART DECLARATIONS, COVERAGE PART COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

SCHEDULE OF FORMS AND ENDORSEMENTS

POLICY NUMBER: CVG1185-08	EFFECTIVE DATE: 08/19/2024
-------------------------------------	--------------------------------------

NUMBER **TITLE**

COMMON

MJIL 1000 (06-10) Signature Page
 MD 001 (07-02) Commercial Lines Policy Declarations
 IL 00 03 (09-08) Calculation Of Premium
 IL 00 17 (11-98) Common Policy Conditions
 IL 00 21 (09-08) Nuclear Energy Liability Exclusion Endorsement (Broad Form)
 IL 01 25 (11-13) Colorado Changes - Civil Union
 IL 02 28 (09-07) Colorado Changes - Cancellation And Nonrenewal
 MIL 1214 (09-17) Trade Or Economic Sanctions

GENERAL LIABILITY

MDGL 1500 (03-14) Commercial General Liability Policy Declarations
 CG 00 01 (04-13) Commercial General Liability Coverage Form
 CG 20 02 (11-85) Additional Insured - Club Members
 CG 20 11 (04-13) Additional Insured - Managers Or Lessors Of Premises
 CG 20 12 (04-13) Additional Insured - State Or Governmental Agency Or Subdivision Or Political Subdivision - Permits Or Authorizations
 CG 20 26 (04-13) Additional Insured - Designated Person or Organization
 CG 20 28 (04-13) Additional Insured - Lessor Of Leased Equipment
 CG 21 16 (04-13) Exclusion - Designated Professional Services
 CG 21 35 (10-01) Exclusion - Coverage C - Medical Payments
 CG 21 47 (12-07) Employment-Related Practices Exclusion
 CG 21 49 (09-99) Total Pollution Exclusion Endorsement
 CG 21 73 (01-15) Exclusion of Certified Acts of Terrorism
 CG 21 96 (03-05) Silica Or Silica-Related Dust Exclusion
 MGL 1266 (08-14) Amended Duties And Representations Conditions
 MGL 1319 (01-16) Exclusion - Unmanned Aircraft
 MGL 1346 (10-19) Exclusion - Abuse, Molestation, Or Exploitation
 MGL 1356 (10-20) Exclusion - Cyber Incident, Data Compromise, And Violation Of Statutes Related To Personal Data
 MGL-TERR-2 (01-15) Confirmation of Exclusion of Certified Acts of Terrorism Coverage - Terrorism Risk Insurance Act
 MIL 1301 (03-14) Exclusion - Fungi or Bacteria
 MIL 1303 (05-15) Exclusion - Asbestos
 MIL 1304 (05-15) Exclusion - Lead Liability



COMMERCIAL GENERAL LIABILITY POLICY DECLARATIONS

POLICY NUMBER: CVG1185-08

RENEWAL OF NUMBER: CVG1185-07

Named Insured And Mailing Address (No., Street, Town or City, County, State, Zip Code)

UTE Trail Car Club
c/o Lynn Krebs
61272 Hillisdale Dr
Montrose, CO 81401

Policy Period: From 08/19/2024 To 08/19/2025, at 12:01 A.M. Standard Time at your mailing address shown above

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

Table with 2 columns: Description of Limit and Amount. Includes rows for General Aggregate Limit (\$3,000,000), Products-Completed Operations Aggregate Limit (\$1,000,000), Personal And Advertising Injury Limit (\$1,000,000), Each Occurrence Limit (\$1,000,000), Damage To Premises Rented To You Limit (\$100,000), and Medical Expense Limit (\$10,000).

Retroactive Date (CG 00 02 Only) N/A In New York
This Insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" which occurs before the Retroactive Date, if any, shown below.
Retroactive Date: None
(Enter Date Or "None" If No Retroactive Date applies)

Business Description And Location Of Premises
Form Of Business: Organization
Business Description: Collector Car Clubs
Location Of All Premises You Own, Rent Or Occupy:
REFER TO "COMMERCIAL GENERAL LIABILITY EXTENSION OF DECLARATIONS"

Producer Number, Name And Mailing Address
56197
Hagerty Insurance Agency LLC
121 Driver's Edge
Traverse City, MI 49684

Classifications And Premium

Classification	Code No.	Premium Basis	Rate		Advance Premium	
			Prem/ Ops	Prod/Comp Ops	Prem/ Ops	Prod/Comp Ops
REFER TO "COMMERCIAL GENERAL LIABILITY EXTENSION OF DECLARATIONS"						
Total Advance Premium:						\$350

Forms And Endorsements

Forms and Endorsements applying to this Coverage Part and made a part of this policy at time of issue:

SEE "SCHEDULE OF FORMS AND ENDORSEMENTS"

These Declarations, together with the Common Policy Conditions, Coverage Form(s) and any endorsements, complete the above numbered policy.

Countersigned: _____
DATE

By: _____
AUTHORIZED REPRESENTATIVE

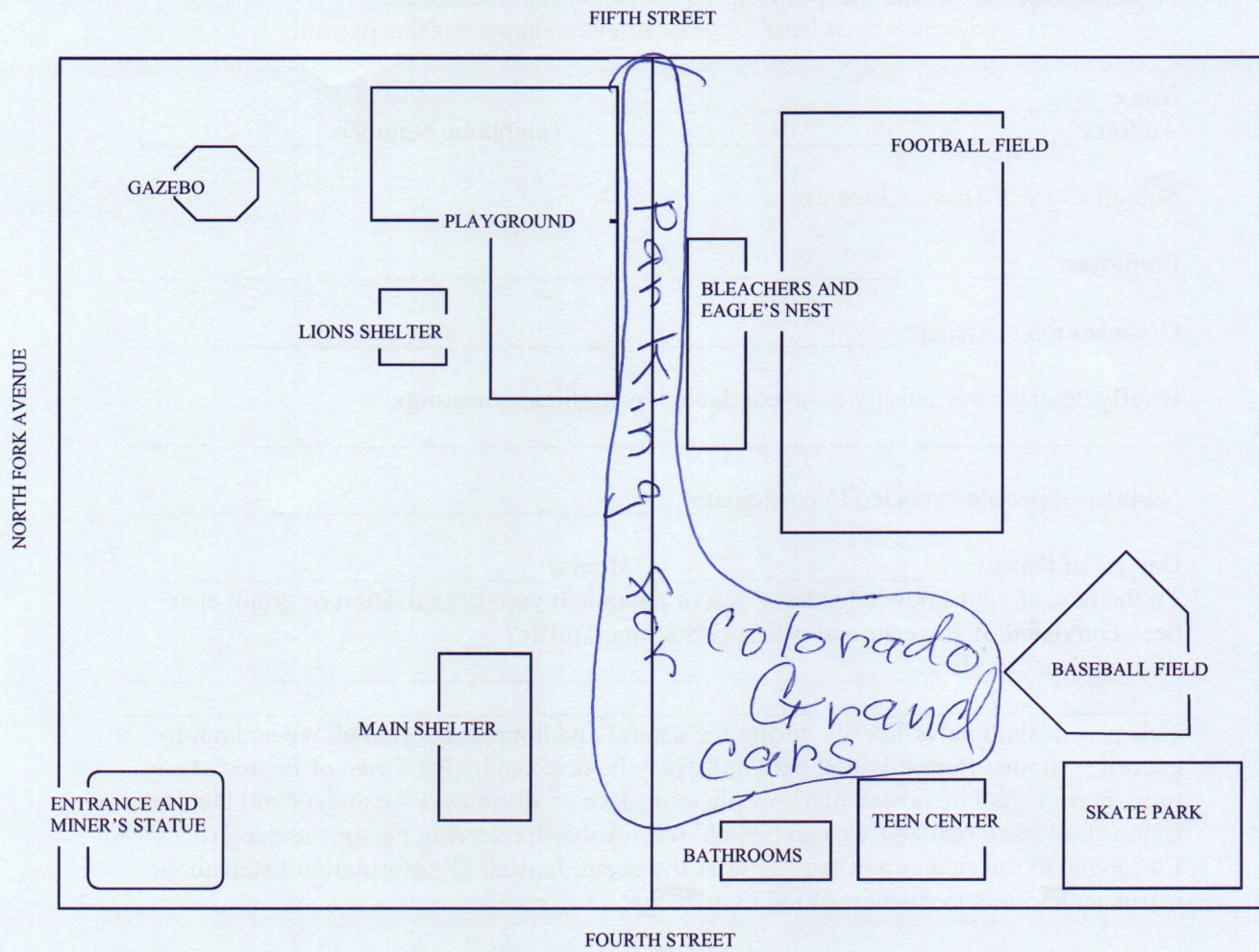
**COMMERCIAL GENERAL LIABILITY
EXTENSION OF DECLARATIONS**

ALL PREMISES YOU OWN, RENT OR OCCUPY	
LOC NO.	ADDRESS OF ALL PREMISES YOU OWN, RENT OR OCCUPY
001- 001	61272 Hillsdale Dr Montrose Montrose, CO 81401

**COMMERCIAL GENERAL LIABILITY
EXTENSION OF DECLARATIONS**

CLASSIFICATION AND PREMIUM							
LOC NO.	CLASSIFICATION	CODE NO.	PREMIUM BASE	RATE		ADVANCE PREMIUM	
				Prem/Ops	Prod/Comp Ops	Prem/Ops	Prod/Comp Ops
001-001	Clubs-Civic, Service or Social-no Buildings or Premises owned or Leased Except for Office Purposes - Not-For-Profit Products-completed operations are subject to the General Aggregate Limit TERRITORY: 502	41670	40 Each	Incl.	Incl.	Incl.	Incl.

TOWN PARK MAP



TOWN OF PAONIA, COLORADO

PERMIT #: _____

APPLICATION FOR AN ON PREMISES LIQUOR PERMIT

Under section 6-2, "Permit for Public Consumption and Possession" Town of Paonia Criminal Code, the following information shall be obtained before a permit to consume or possess alcohol within the Town limits of Paonia shall be issued.

You must be at least 21 years of age to apply for this permit.

Name: _____
Address: _____ Telephone Number: _____

Submit Copy of Drivers License

Employer: _____

Organization or Group: _____

Briefly describe the activity to be conducted by applicant or group:

Number of people expected to participate: _____

Date(s) of Permit: _____ Hours: _____

To the best of your knowledge have you or anyone in your organization or group ever been convicted of any criminal offense other than traffic? _____

If yes, please explain: _____

This permit shall be valid only during the date(s) and hours requested above and not to exceed _____ hours. Permit issued hereunder may be revoked by the Town of Paonia at any time. Permit shall be posted in a conspicuous place at all times. I/we understand the State Liquor Laws and realize I/we can be held responsible for serving persons under 21. I/we agree to the clean up of the site after the event. I swear all information listed above is true and correct to the best of my knowledge.

Signature: _____

Authorized by: _____ Date: _____

Chief of Police

Comments: _____

Permit fee: \$150.00

Town of Paonia

Street Barricade, Cone, Barrel Rental

Organization Name: Ute Trails Car Club
 Address: 13804 Pumpkin Hollow Rd., Hatch Kiss
 Contact Person: Evelyn Roseberry Telephone #: 970-275-8791

Date of Requested Rental: Sept. 10, 2024

Start Time	End Time	Street(s) and Block(s) Rental Requested for
10:00am	2 p.m.	Entrance and Exit to Town Park by the Ellen Smith Center

Barricade Rental: \$10 Per Barricade per Event \$ 40
 Total is # of barricades x \$10 x number of events.

Street Cone Rental: \$5 per Cone per Event \$ 50
 Total is # of cones x \$5 x number of events.

Street Barrel Rental: \$10 per Barrel per Event \$ _____
 Total is # of barrels x \$10 x number of events.

Applicant Signature: Evelyn Roseberry Date: July 22, 2024
 Comments from Chief of Police or Proxy: _____

Town of Paonia Use Only

Approved
 Denied
 Date: _____

Signed: _____

Applications will not be accepted more than 60 days in advance of the event date and will not be processed and/or dates blocked out until a COMPLETE application and all fees have been received by the Town of Paonia.



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #11 Consideration of CIP Phase 1 - Waterline Design Amendment Change Order #1
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>During design of the Western Loop Waterline, the original agreement assumed replacing the nearly two miles of 8" steel water main would follow its existing path through private properties, under drive ways and through fields. However, the best practice is to put the Town-maintained water main along rights of way owned by a governmental entity. This change order contemplates rerouting portions of the water main that aren't already within rights of ways to Rights of Ways. This design requires new modeling and a pressure reducing valve vault (PRV8) as well as coordination with consecutive system service connections along the alignment.</p> <p>The design, while increasing the overall pipeline length, gets compliance for the Town by running the water main through established rights of ways and out of private properties for which the Town may not have a written record of easement. The proposed alignment also is expected to facilitate future maintenance and support future water system planning objectives.</p>
BUDGET:	60-50-20 budget: \$525,000 to actual: \$204,985.27 allows for an increase of \$75,000 through the end of the Fiscal Year. Should design not be completed by 12/31/2024, FY-2025 Budget will include these amounts.
RECOMMENDATION:	<p>RECOMMENDED MOTION: I Move to approve Water Capital Improvement Plan Phase One Waterline Design Amendment Change Order #1</p>
ATTACHMENT:	Attachment A: Short Form Amendment 1 - CIP Phase 1 Design

SHORT FORM AMENDMENT #1

This is **AMENDMENT #1**, dated August 27, 2024, consisting of 2 pages, referred to in and part of the **Agreement between ENGINEER and CLIENT for Professional Services relative to the "Phase I – Water System Improvements"** dated September 27th, 2023.

The original Agreement dated 09/27/2023, is hereby amended as follows:

Replacement of 8,000 LF of steel water line along the "western loop" area of town was contracted for design assuming connection to the existing water line at "silo corner", which exists at the corner of N25 road and Lamborn Mesa Road. The initial design concept was a 12" waterline that would follow Lamborn Mesa Road until it reached the corner of Lamborn Mesa Road and Cresthaven Road, where it would then branch off and follow the existing waterline alignment to the old 500,000-gal storage tank site and connect to the lower pressure zone. An alternative alignment of the west loop water line replacement received conceptual approval by Delta County on August 7, 2024.

The alternative alignment follows the existing pipeline alignment until the crossing of German Creek south of Lamborn Mesa Road. After crossing German Creek, the new waterline will follow Lamborn Mesa Road within the County right-of-way (ROW) until terminating at Omega Road where it will connect with an existing waterline. A second alignment segment (Segment D) will replace the remaining "west loop" steel pipe at Omega road to the old 500,000-gal storage tank. Attached to this amendment is an exhibit illustrating the initial design concept and the new alternative design concept.

The new alignment requires design and installation of a new pressure reducing valve vault (PRV 8) as well as coordination and design of customer and consecutive system service connections along the alignment. The new alignment requires additional coordination with and design accommodations for existing gas, electrical and communication utilities, which includes Subsurface Utility Engineering (SUE). Additional hydraulic modeling to support design of the waterline, consecutive system services and PRV 8 is also required. While increasing overall pipeline length, the proposed alignment along Lamborn Mesa Road is expected to facilitate future maintenance and support future water system planning objectives. Increased engineering fees associated with the new alignment are supported by this contract amendment.

Amendment 1 Cost = \$ 75,000

Add the following sentence to the end of the third paragraph, part 3.f.:
Amendment No. 1 to the Master Services Agreement is attached and is made a part hereof.

Add Section below to the overall Scope of Services in Attachment C:
For Additional Services under Attachment C Scope of Services – MSA Scope Phase I – Water System Improvements, as set forth in Amendment No. 1 to the Master Services Agreement, CLIENT shall pay CONSULTANT for time and expenses not to exceed **\$ 75,000**.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment, the Effective Date of which is indicated by the date first signed below.

RESPEC Company, LLC

Town of Paonia

By *Douglas Schwenke*

By _____

Title Douglas E. Schwenke, Principal Engineer

Title Stefen Wynn

Date August 21, 2024

Date _____

Addresses for giving notices:

Addresses for giving notices:

5540 Tech Center Drive, Suite 100

214 Grand Ave

Colorado Springs, CO 80919

PO BOX 460

Paonia, CO 81428



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #12 Consideration of Change Order #3 for the 5th & Grand Realignment (Safe Pathways for Paonia) Project
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>Feedback was received during an on-site stakeholder meeting for the project on July 10, 2024. During that meeting the design team listened to feedback and are incorporating it into this design. The additional design work is related to on street parking on the East side of Grand Avenue in what is currently the slight right entrance to 5th Street. A change order is needed for this additional work and for utility work for the replacement of aging water lines through the project area. During the last round of SUE exploration the water mains were aging and the service lines are copper and ought to be replaced.</p> <p>The additional work will incur a change order for design, and Change Order #3 is planned to be included in the August 27, 2024, Agenda for board consideration. The anticipated total cost of Change Order #3 will be \$14,000. The original scope of work for design of the project was: \$64,634; Change Order #1 was: \$83,900; Change Order #2 was: \$35,200 and Change Order #3, if approved will be: \$14,000 for a total design engineering cost of: \$197,734</p>
BUDGET:	<p>\$14,000 for a total N-T-E price of \$197,734. 10-45-20 Streets Prof. Svcs. as of 7/31/2024, Budgeted: \$102,000 Actual: \$55,146.46 60-50-20 Water Prof. Svcs. as of 7/31/2024, Budgeted: \$525,000 Actual: \$204,985.27 10-45-20 \$7,000; 60-50-20 \$7,000</p>
RECOMMENDATION:	<p>The project is nearly shovel ready, and as such, would place the Town in a better position for state and federal grant opportunities. Drawings are 90% complete and have involved stakeholder input.</p> <p>RECOMMENDED MOTION: I Move to approve Change Order #3 for the 5th and Grand Realignment Project Design for \$14,000 for a total not to exceed contract price of \$197,734.</p>
ATTACHMENT:	Attachment A: CO #3



MEMORANDUM

TO: Stefen Wynn, Paonia Town Administrator
FROM: Ashley Cline, PE - SGM Design Manager
DATE: July 29, 2024
RE: **5th Street Realignment
Change Order 3 – Additional Parking & Waterline Design**

Background

SGM hosted a Public Open House on July 10th in collaboration with the Town of Paonia. Feedback from that meeting largely centered around the need for additional parking within the project limits. The most logical location to create additional parking spaces within the Town of Right-of-Way is the east side of the road between 4th and 5th Streets. Furthermore, after SGM’s utility test hole investigation the Town has made the determination that the existing waterline within the project limits should be replaced along with water service lines. The below tasks outline the work to be performed under this change order.

Task 1 – Parallel Parking Design

After receiving feedback from the public open house on July 10th the Town has directed SGM to create as many additional parking spaces as possible within the project corridor. SGM will add as many parking spaces as possible to the east side of Grand Avenue between 4th and 5th Streets. The proposed roadway surface will be updated to reflect these changes and flow line slopes will be verified to ensure adequate drainage. The sidewalk and curb and gutter alignments will be adjusted to follow the bump out introduced by the additional parking. Summary of Approximate Quantities and the Engineer’s Estimate of Probable Cost will also be updated. Plan sheets that will need to be revised are as follows:

- Typical Sections – 1 sheet
- Overall Site Plan – 1 sheet
- Roadway Plan & Profile – 1 sheet
- Erosion Control Plan – 1 sheet
- Signing and Striping Plan – 1 sheet
- Traffic Control Plan – 1 sheet
- Cross Sections – 1 sheet

Task 1 Fee - \$ 7,000

Task 2 – Water Line Design

During the utility potholing investigation, the Town deemed it necessary to replace the waterline within the project limits and provide new water services to the main line. The proposed waterline will be 8” C900. Two (2) fire hydrants will be added to the corridor, One (1) at the east corner of

Grand Ave and 4th Street and one (1) on the east side of Grand Avenue north of the proposed pedestrian crosswalk. Additional sheets that will be generated are as follows:

- Tabulation of Waterline – 1 sheet
- Waterline Notes – 1-2 sheets
- Waterline Geometry Plan – 1 sheet
- Waterline Plan & Profiles – 2 sheets
- Waterline Details – 6 sheets
 - Fire Hydrant Detail, Restraint Detail, Thrust Block Detail, Trench Detail, Valve and Apron Details, Water Insulation Detail

Task 2 Fee - \$ 7,000

The total fee estimate for this Change Order is: \$ 14,000



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #13 Consideration of Geotechnical Engineering for NFVA
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>The North Fork Valley Airport Advisory Committee met during a Public Meeting held on 8/14/2024 at 7PM. During the meeting, the committee discussed improvement projects budgeted for FY-2024 with the County and the third-party consulting firm hired by the County for all publicly held airports in the county. During that meeting, the original scope of work for repairs was discussed and the original amount of \$630,000 was much lower than the probable opinion of cost from the consulting firm. The County secured funding from CDOT in the amount of \$630,000, but that funding won't be available until April, 2025. Three options were presented for the apron rehabilitation project, each of which are dependent on findings from geotechnical engineering. Option #1: Full Depth reconstruction = \$1,471,000; Option #2: Full Depth reclamation = \$1,041,000; or Option #3: Mill and Overlay (cost unknown), dependent on results of Geotechnical Engineering.</p> <p>In order to determine which ought to be designed, the Town needs to engage in geotechnical engineering and preliminary drawings. That cost is \$46,000, and is not eligible for reimbursement from CDOT. The Town's cost is: \$34,500 and it is recommended that this be completed to help inform a Capital Improvement Plan and a path moving forward.</p>
BUDGET:	50-32-70 NFV Airport Capital Outlay budget to actual as of 7/31/2024 is: \$78,592 Budgeted and \$0 spent.
RECOMMENDATION:	<p>RECOMMENDED MOTION: I Move to approve directing the Town Administrator to engage with the County's consultant to begin Geotechnical Engineering for the airport apron rehabilitation project for an amount not to exceed \$34,500 and dependent upon the County approving \$11,500.</p>
ATTACHMENT:	<p>Attachment A: Paonia Airport Advisory Board Meeting Minutes 08-14-24</p> <p>Attachment B: Apron Rehab Update for Board 8.14.2024</p>

Paonia Airport Advisory Board Meeting Minutes
August 14, 2024

In attendance: Randy Boykin pilot, Stefen Wynn Town Administrator, Neal Schwieterman pilot, Scott Scheetz Delta County R+B, Tim McCracken Delta County Engineer, Jessie Fabula Armstrong Engineering, Heather Thom Armstrong Engineering, Mike Clawson FBO 7V2.

1. Update Apron Resurfacing Project

\$630,000 funds from CDOT will become available in April 2024. The Town Match of \$52,500 and the County match of \$17,000 is required to move forward. At \$700,000 this project will likely be very tight and can possibly be assisted by some combination of greater local match, or in-kind work by the Town/County.

The key to determining the actual cost of the project is the completion of the Geotechnical survey. Armstrong agreed to contact CDOT to seek approval to use the local match to fund this survey prior to the grant being funded. With this approval Armstrong will contract the GT survey and use the results to begin designing this project. The goal is to put the project out to bid in the spring of 2025 and have the project completed in 2025.

The sketch drawing of the project eliminates 2/3rds of the transient parking at 7V2. This issue will need to be addressed prior to construction.

2. North End of runway 6 erosion issue

This erosion has developed during the last several storm cycles. According to Delta R+B it is repairable and will be repaired. Delta County Engineering will look into ideas to reduce the water flow that caused this erosion.

3. Town of Paonia New Council Training

On 10-15-24 Wynn and Schwieterman will meet with the Mayor to possibly place this training on the 10-22-24 Council meeting agenda. At that meeting the Council will hopefully set the training date and time.

The Council training will likely be at 7V2 and consist of:

- a. History and operation of the airport
- b. Cell Tower income and distribution
- c. Future Projects
- d. FAA Urban Air Mobility Projections
- e. CDOT 2020 Economic Impact Analysis
- f. Q+A

Respectfully Submitted by
Neal Schwieterman

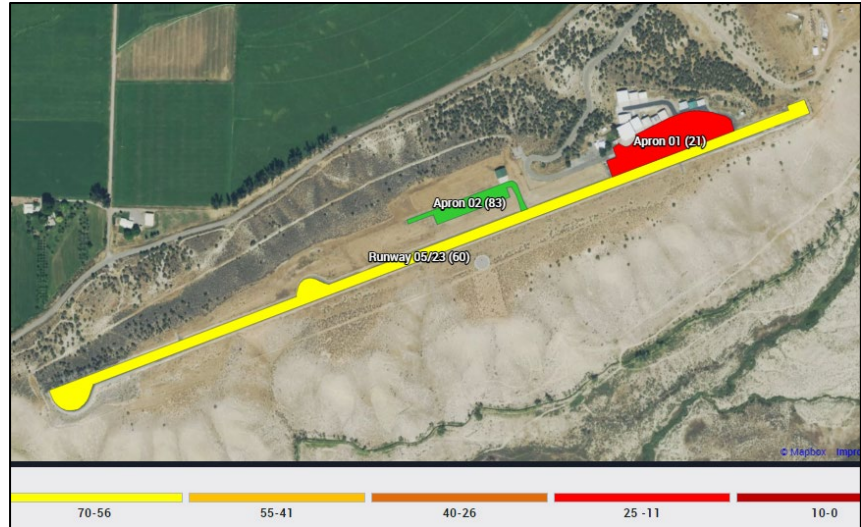
NORTH FORK VALLEY AIRPORT – 2025 ARPON REHAB

Project Overview

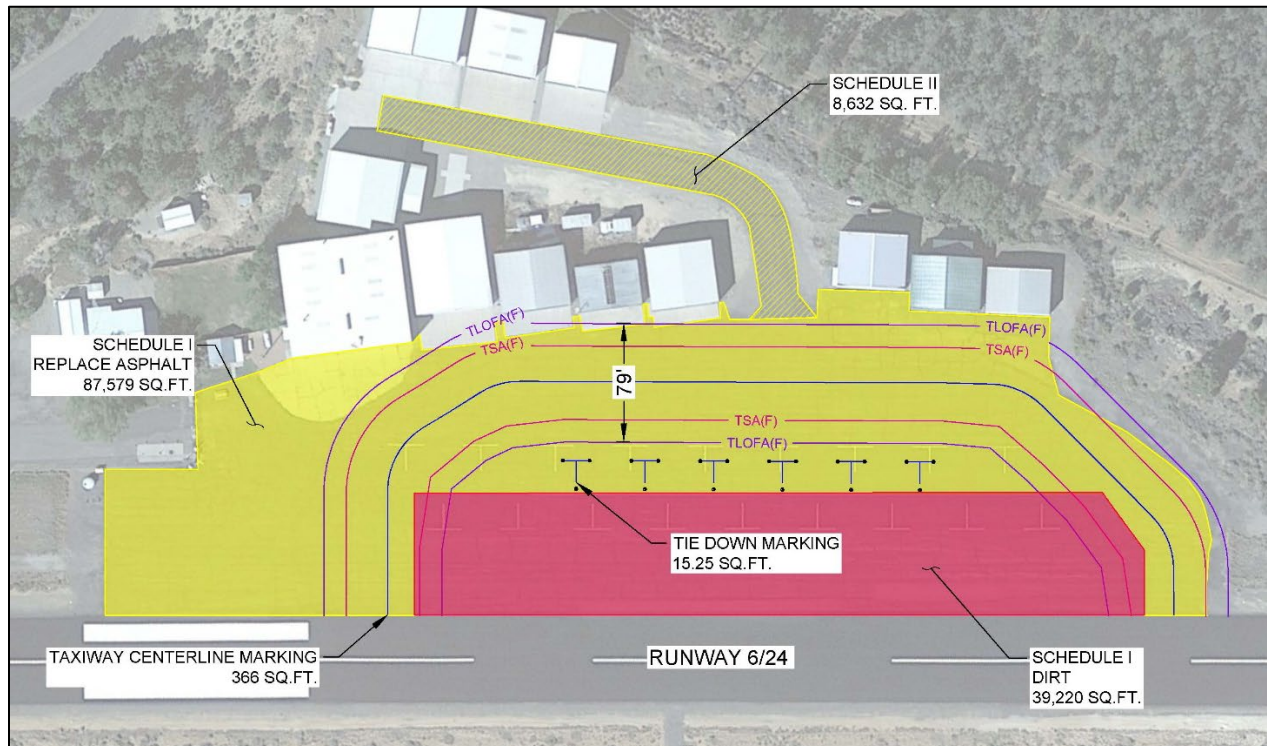
The goal of the 2025 Apron Rehab project is to reconstruct the east apron, which is in poor condition and beyond its useful design life. The pavement condition index, as recorded by CDOT Aeronautics, has dropped to 21, which is well into the range that warrants rehabilitation.

Project Funding

The project has been on the airport’s CIP for several years, and its funding level includes \$630,000 from CDOT, \$52,500 from Paonia, and \$17,500 from Delta County—for a total available funding of \$700,000. The CDOT grant for this project will be issued in the early spring of 2025. The local portion of the funding will be required throughout the design and construction of the project as actual expenses/invoices are incurred and received.



Apron Rehab Exhibit



Preliminary Cost Breakdown

Only preliminary investigations have been completed for the Apron Rehab project, and they include visual inspections, preliminary cost estimates, and conceptual exhibits.

Phased Scope – Sponsor Agreement at each phase to progress:

▪ Project Development	\$11,000		
▪ Preliminary Desing up to Geotechnical	\$15,000		
▪ Geotechnical Investigation	<u>\$20,000</u>		
	Total =	\$46,000	
▪ Survey	\$15,000		
▪ Finish Preliminary Design	\$90,000		
▪ Final Design	<u>\$55,000</u>		
	Sub Total =	\$160,000	Running Total \$206,000
▪ Bidding	\$10,000		
▪ Construction Period Services	\$110,000	(High 47-day project)	
▪ Q/A Testing	\$25,000		
▪ Project Close Out	\$20,000		
	Sub Total =	\$165,000	Running Total \$371,000

Construction Options:

Option #1

- Full Depth Reconstruction – Schedule I \$1,100,000 Running Total \$1,471,000
- Budget short by \$771,000
- Schedule II \$96,000 (not included in running total)
- “Dirt Area paved with 2 and painted \$325,000 (not included in running total)

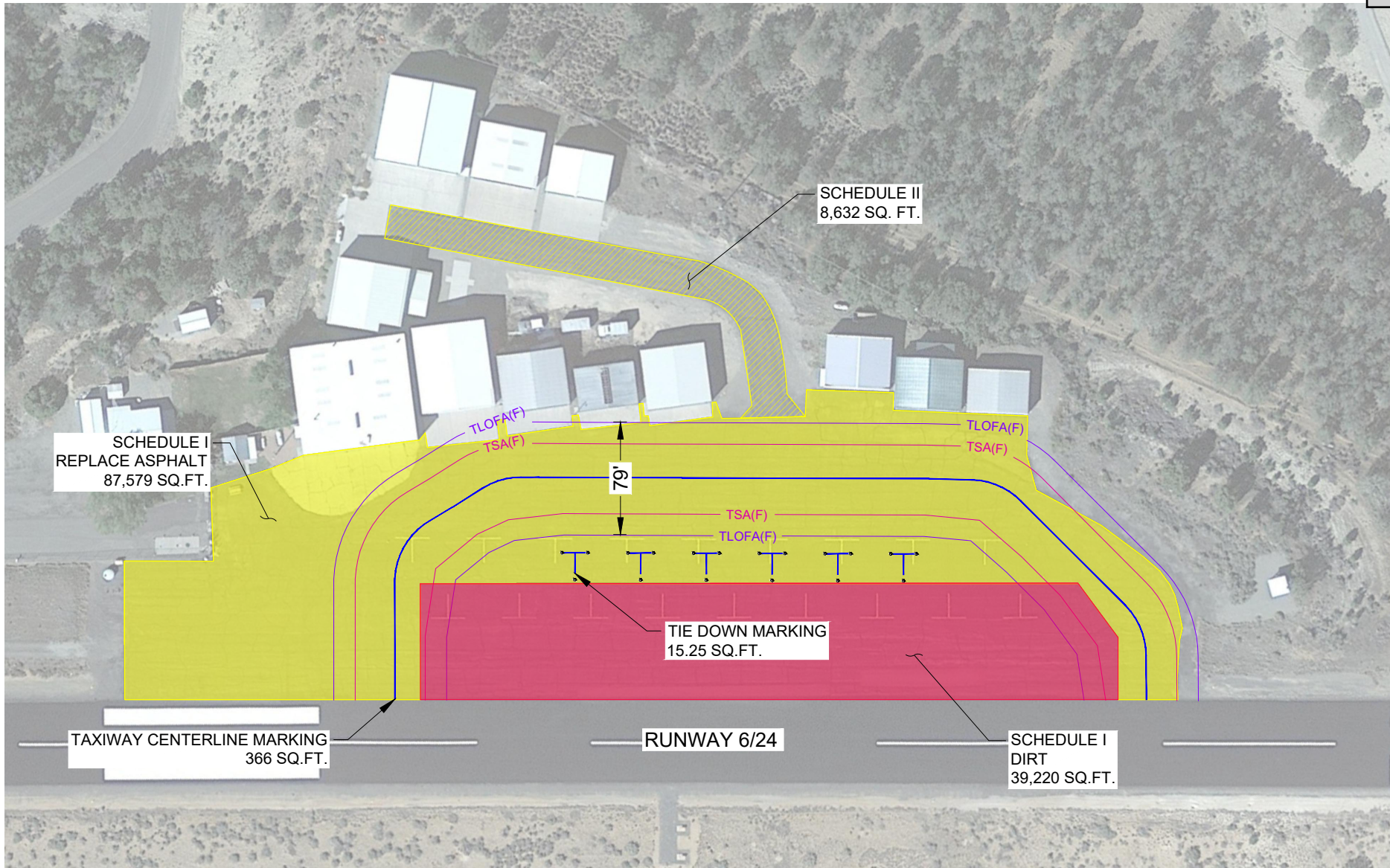
Option #2

- P 207 Full Depth Reclamation \$670,000 Running Total \$1,041,000
- Budget short by \$341,000
- Schedule II \$65,000 (not included in running total)
- “Dirt Area paved with 2 and painted \$325,000 (not included in running total)

Option #3

- Mill and Overlay TBD

S:_Colorado\Paonia--North Fork\Misc Requests\Pave Maint Exhibit\Paonia Pavement Maintenance Exhibit.dwg 3/5/2024 9:59:12 AM MCOATS



PAONIA - NORTH FORK VALLEY AIRPORT
 PAONIA, COLORADO
 PAVEMENT MAINTENANCE EXHIBIT



A LOCHNER COMPANY

North Fork Valley Airport

2025 Apron Rehabilitation/Reconstruction Project

Legend

215

North Fork Valley Airport-7V2

Schedule II

Schedule I

North Fork Valley Airport-7V2
asphalt

Google Earth



300 ft





**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #14 Discussion on a Grants Administrator Position
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>The Town of Paonia has many grants from non-profits, state, and federal sources. The Town Administrator/Treasurer is responsible for reporting progress and seeking reimbursement from the granting agencies. The 5th and Grand Realignment project is going to require the assistance of a grant administrator to apply for the Safe Routes to Schools grant through CDOT.</p> <p>Mary Bachran, the former Mayor of Paonia is well-versed in the needs of the 5th and Grand Realignment project and would be well-served to fill this role. If the Board considers Mary Bachran, it may consider just for this project and then seek an RFQ for a grant consultant in FY-2025. The grant application for SRTS opened in early August and closes in November. The Town is faced with a potential cost to complete the project of nearly \$1,900,000 with CDOT already contributing \$1,030,000 towards the project through the Revitalizing Main Streets Grant. If the Town can get additional funding it will go towards reducing the cost of the grant.</p>
BUDGET:	Unknown, either paid or unpaid position depending on the discussion from the Board.
RECOMMENDATION:	Staff urge approval of a Grants Administrator position either paid or unpaid, and since Mary Bachran has a phenomenal track record of bringing grant money to Town, it would stand to reason that she be selected to fill this role, even if for a temporary basis.
ATTACHMENT:	

INTERGOVERNMENTAL AGREEMENT

This Agreement between the County Clerk and Recorder of Delta County (hereafter Clerk) and the Town of Paonia (hereafter Town) is to specify terms and procedures for the conduct of the Coordinated Election which is scheduled for November 5, 2024.

1. **PURPOSE:** Pursuant to the terms of this agreement the Clerk and the Town agree to the scheduling of a Mail Ballot Election on November 5, 2024. This election shall be under the provisions of Title 1 of the Colorado Revised Statutes.
2. **DELEGATION OF AUTHORITY:** The Town, hereby delegates and transfers to the Clerk all such power, authority and duties which reside in the Town for the purpose of conducting the election. The respective responsibilities between the Clerk and the Town shall be described on Exhibit A.
3. **VOTER SERVICE AND POLLING CENTER LOCATIONS:** Voter Service and Polling Center Locations are available for voters to register to vote, change address, request ballots or replacement ballots, vote and/or deposit mail ballots. The following locations and dates are attached on Exhibit B.
4. **ELECTION JUDGES:** All Election Judges will be the responsibility of the Clerk.
5. **LEGAL NOTICES:** Pursuant to 1-5-205 published and posted notice of election, which is required to be published no later than 20 days before the election, will be the responsibility of the Clerk. All legal notices concerning the Town which are to be published prior to certification of the ballot content to the Clerk shall be the responsibility of the Town.
6. **TABOR NOTICES:** The Town shall follow the 2024 Tabor Notice Calendar with regard to filing dates, form, etc. to be filed with the Clerk. The Clerk will be responsible for the mailing of the Tabor notices.
 - September 20, 2024 is the last day to file written comments concerning local ballot issues with the Designated Election Official (Town)
 - September 23, 2024 is the last day for the Designated Election Official (Town) to deliver ballot issue notice to the Clerk
 - October 4, 2024 the Clerk will mail notice of a ballot issue election
7. **PROPERTY OWNERS:** Ballots required to be mailed to property owners in accordance of C.R.S. 32-1-103(5)(a) will be the responsibility of the Town.
 - The Town will obtain a property owner list from the Assessor and certify the eligible property owners to the Clerk
 - Should the Town fail to verify the property owners that are registered electors in the State of Colorado, the Clerk will charge a base fee of \$500 to do so
 - If the verification process exceeds 30 Business hours, an additional fee of \$18 an hour will be charged for each hour spent on the verification, beyond the initial 30 hours
8. **BALLOT CONTENT:** In accordance with Colorado law, the ballot content must be certified to the Clerk by the Town, in its exact and final form, no later than 4:30 p.m. on September 6, 2024 electronically in plain text format to elections@deltacountyco.gov.
 - The Town will certify the ballot content in the order in which it will appear on the ballot
 - The Clerk will number the ballot issue's according to the order in which the measures are certified
 - To avoid ballot space issues, the Clerk requests that each issue and question is not more than 250 words
 - All caps are reserved for TABOR issues only per C.R.S. 1-40-115
 - The Clerk will not provide legal advice
 - The Clerk's office will provide a copy of the ballot layout to the Designated Election Official, or their designee, for proofreading before printing ballots
 - The Designated Election Official will return a signed copy of the ballot layout stating the wording is correct within 2 hours of receiving a proof

- 9. **TESTING AND AUDITING:** Conduct of the required tests and audits of the voting system prior to and after the Election pursuant to C.R.S. 1-7-509 will be the responsibility of the Clerk. The county will convene a Testing and Risk Limiting Audit Board.

- 10. **CONDUCT OF THE ELECTION:** The Clerk will be responsible for coordinating and conducting the election in accordance of The Colorado Constitution, Colorado Revised Statutes, Secretary of State Election Rules, and HAVA requirements.

- 11. **VERIFICATION OF SIGNATURES:** In accordance with C.R.S. 1-7.5-107.3 the Clerk will be responsible for signature verification. Electors shall have until 8 days after the election to return the signature discrepancy affidavit and have their ballot counted.

- 12. **TABULATION OF BALLOTS:** All processes relating to the tabulation of ballots will be the responsibility of the Clerk.
 - Preliminary unofficial results will be available on the Delta County website, www.deltacountyco.gov under news alerts on election night by 7:30 p.m. and will be updated once the tabulating is complete on Election Night
 - Hard copies of the unofficial results will be available in the office election night or if requested emailed the following morning

- 13. **CANVASS OF VOTES:** The canvass of votes will be the responsibility of the Clerk. Official results of the canvass will be provided to all Entities participating in the Election.

- 14. **ALLOCATION OF COST OF ELECTION:** The Clerk will determine the cost allocation for each political subdivision participating in the Coordinated Election.
 - The Town will reimburse the Clerk for its fair share of the costs, including but not limited to, publication cost, printing costs, mailing costs, judges' fees, employee overtime and mileage
 - The Town shall promptly pay the Delta County Clerk & Recorder in full with-in thirty days unless arrangements have been made ahead of time
 - The Town will need to supply the Clerk with contact information, including mailing address and electronic address for the Designated Election Official and any backup personnel if available

- 15. **CANCELLATION OF ELECTION:** An election may be cancelled when:
 - No later than twenty-five days before an election conducted as a coordinated election in November, and at any time prior to any other election, a governing body may by resolution withdraw one or more ballot issues or ballot questions from the ballot
 - The ballot issues and ballot questions shall be deemed to have not been submitted and votes cast on the ballot issues and ballot questions shall either not be counted or shall be deemed invalid by action of the governing body
 - Any expenditure already incurred shall be the responsibility of the Town in the event the election is cancelled

- 16. **VENUE:** Venue for any dispute hereunder shall be in the District Court of Delta County.

- 17. **INDEMNIFICATION:** The Town agrees to indemnify, defend and hold harmless the Clerk from any and all loss, costs, demands or actions, arising out of or related to any actions, error or omissions of the Town in completing its responsibilities relating to the Coordinated Election.

DELTA COUNTY CLERK AND RECORDER

TOWN OF PAONIA

DATE _____

DATE _____

THIS AGREEMENT MUST BE SIGNED AND RETURNED TO THE DELTA COUNTY CLERK AND RECORDER BY CLOSE OF BUSINESS AUGUST 27, 2024.

County Clerk	District
Accept Voter Registration	
Prepare and Submit Mail Ballot Plan to Secretary of State	
Sign Intergovernmental Agreement (70 Days) C.R.S. 1-7-116(2)	
Appoint Election Judges	Certify Ballot Content to County Clerk (60 Days) C.R.S. 1-5-203(3)(a)
Program Ballot	
Print Ballots	
Hardware Testing	Ballot Issue Notices-Collect written comments (45 Days[If applicable]) 1-7-901(4)
Public Logic and Accuracy Testing	
Assemble & Mail ballot packets (22 Days) C.R.S. 1-7.5-107(3)(a)	Deliver Ballot Issue Notice to County Clerk (42 Days) C.R.S. 1-7-904
Mail Ballot Issue Notice (30 Days) Art. X Sect 1(7.5)(b)/C.R.S. 1-1-106(5)	
	Request list of property owners no later than the 40th day preceding the election from the county assessor.
Receive and Process returned Ballots	
Legal Notices-Clerk will publish 20 Day Notice per C.R.S. 1-5-205	Submit verified registered elector property owner list to County Clerk no later then 30 days prior to election day. Unless other arrangements have been made for county to verify property owner list.
Election Day - Office Hours 7:00 A.M. to 7:00 P.M.	Any required notices to be published prior to Certification is the responsibility of the district
Risk Limiting Audit	
Canvass Election Returns	
Certify Election Results	

Estimated Cost of Election

Election Cost Breakdown	
Ballot Issue Notice - Only if there is a Tabor question.	\$562.50
Estimated Election Cost	\$2,820
Total Estimated Cost Including Tabor	\$3,382.50
Costs without Tabor	\$2,820.00
Tabor notice	750
Active Voters	1,200

*Estimated costs reflects Active voters and property owners as of the itme this estimate was created. Costs may change depending on participation from other entities. Property owners are estimated.

**NOTICE OF THE GENERAL ELECTION
NOVEMBER 5, 2024
DELTA COUNTY, COLORADO**

Ballots will be mailed the week October 14, 2024 to all active registered voters.

Ballots will not forward so please make sure your mailing address is current.

Ballots may be returned by U.S. Mail (affix adequate postage) or may be dropped off at a designated drop off location.

YOU CAN VERIFY, UPDATE YOUR ADDRESS, OR REGISTER TO VOTE AT www.govotecolorado.gov
UP TO 8 DAYS PRIOR TO ELECTION DAY TO RECEIVE A BALLOT BY MAIL

Sample ballots are available online at www.deltacountyco.gov

Voter Service and Polling Center Locations

(In person voting and mail ballot drop off/replacement)

ELECTION DAY NOVEMBER 5th 7 AM TO 7 PM FOR ALL LISTED LOCATIONS

- Delta Human Services – 320 W 5th St, Delta
Monday through Friday (October 21st – November 4th) 8:00 am to 4:30 pm
Saturday (November 2nd) 9:00 am to 1:00 pm
- Heritage Hall—433 S 4th St, Hotchkiss
Monday November 4th 8:30 am to 4:30 pm
- Orchard City Town Hall—9661 2100 Rd, Austin

*ADA accessible voting machines are available at any VSPC listed above

- Additional replacement ballot locations
- 501 Palmer St, STE 211, Delta (Mon-Fri 8:00 am—4:30 pm)
- 196 W. Hotchkiss Ave, Hotchkiss (Mon-Fri 8:30 am—4:30 pm, closed from 12:30 to 1:30)

24 HOUR BALLOT DROP OFF – Available Starting October 14th

- Delta Courthouse – 501 Palmer St, Delta
- Paonia Town Hall – 214 Grand Ave, Paonia
- Cedaredge Library – 180 SW 6th Ave, Cedaredge
- Town of Orchard City – 9661 2100 Rd, Austin
- North Fork Annex – 196 W Hotchkiss Ave, Hotchkiss
- Crawford Town Hall—425 Highway 92, Crawford

Track Your Ballot: Go to <http://Delta.BallotTrax.net> and sign up for alerts when we receive, accept and count your ballot. You may select the types of messages you want to receive, when during the day you want to receive them, or stop receiving them altogether, if you prefer. **OR** Visit www.GoVoteColorado.gov or call 970-874-2153



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #16 Consideration of Task Order for Wastewater (Sewer) Collections System Project Needs Assessment with RESPEC
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	<p>The Town's water engineers, RESPEC produced a PNA for water as a requirement for receiving and State Revolving Fund Loans. This Task Order is to produce the same PNA document but for wastewater. The Town is faced with increasing rules and regulations for treatment of its wastewater facility and CDPHE may require improvements as a condition of renewing the Town's NPDES permit. Over the last few years, the Town's collections system has experienced significant decay and failure throughout multiple areas in Town. In FY-2023, there were three major sewer replacement projects that were unplanned due to catastrophic failure. The intent of this task order is to allow the Town to apply for funding from state programs so that it can begin replacing portions of the sanitary sewer pipe collections system that is decades over its useful life.</p>
BUDGET:	70-51-20 Budget: \$15,250 to Actual: \$18,979.33 - Although the line item is already over budget, the Sanitary Sewer Fund is not over budget, \$40,000 cost can be assumed in the fund. If the fund gets close to needing an amendment, the budget to actuals will help to inform the decision
RECOMMENDATION:	<p>RECOMMENDED MOTION:</p> <p>I Move to approve a new task order with RESPEC to produce a Project Needs Assessment Report for the Sewer System in an amount not to exceed \$40,000.</p>
ATTACHMENT:	Attachment A: W033324009_Task_Order_Sewer_PNA_Signed



TASK ORDER – SEWER SYSTEM PNA REPORT

To: Town of Paonia

From: Douglas Schwenke, PE
Principal Engineer

Date: August 15, 2024

Subject: Task Order W0333.24009 – Sewer System PNA Report

SUMMARY / REQUIREMENTS

This is **TASK ORDER** dated 08/27/24, consisting of 4 pages (not including attachments), referred to in and part of the **Agreement between ENGINEER and CONSULTANT for Professional Services relative to the "Master Services Agreement – for General Water and Wastewater Services – to the Town of Paonia"** dated 12/13/2022. Note that all services provided under this amendment shall be billed at the 2024 Billing Rate Schedule according to RESPEC Company, LLC (see attached).

The original Agreement dated 12/13/2022, shall include the following task order to provide services to prepare a Project Needs Assessment (PNA) Report in accordance with and to support a loan application through the Colorado Department of Public Health and Environment's (CDPHE) Wastewater Pollution Control Revolving Fund (WPCRF) for use in the replacement of the Town of Paonia's 20,600 LF of vitrified clay pipe (VCP) sanitary sewer with PVC SDR 35. A specific scope of services is as follows:

SPECIFIC SCOPE OF SERVICES

The intent of the applicant is to acquire funding for replacing a portion of the Town's sanitary sewer pipe: specifically 20,600 LF of VCP with PVC SDR 35. As part of a submittal sequence through CDPHE's WPCRF program, a Project Needs Assessment is required. RESPEC will generate this report, and enter information into the application portal, which will consist of the following elements:

- / Background and Applicant information review
- / Executive Summary
- / System Structure and Operations Details Descriptions
 - » Legal Ownership of System
 - » Organizational Chart
 - » Operator Information and Certification

5540 TECH CENTER DRIVE
SUITE 100
COLORADO SPRINGS, CO 80919
719.227.0072



- » 20-Year Cash-Flow Projection (Update of 2023 Water PNA Analysis)
- / Project Purpose and Need Descriptions
 - » Compliance Description
 - » Existing System Limitations
 - » Operations and Maintenance Issues description
- / Existing System Analysis
 - » Existing Wastewater Flows Analysis (Update of 2023 Water PNA Analysis)
 - » Wastewater Collections System Conditions Assessment
 - » As-Built Sewer Modeling Results (Up to 40 hours towards building as-built model)
- / Proposed System Planning Analysis
 - » Planning Area Description
 - » Projected Population and Wastewater Flows (Update of 2023 Water PNA Projections)
- / Assessment of alternatives and Discussion for each of the following:
 - » No Action Alternative (Do Nothing)
 - » Replace Critical Condition Portion of 20,600 LF of VCP with PVC SDR 35 Along Existing Route
 - » Replace Entire Portion of 20,600 LF of VCP with PVC SDR 35 Along Existing Route
 - » Replace 20,600 LF of VCP with PVC SDR 35 Along Improved Route
 - » Additional Alternatives (As needed)
- / Selected Alternative
 - » Justification Discussion
 - » Technical Description and Design Parameters
 - » Proposed Sewer Modeling Results (Up to 40 hours towards building proposed model)
 - » Proposed Process Flow Diagram (Not Applicable)
 - » Discussion of Appropriateness of Selected Collection System Design
 - » Environmental Impacts Discussion
 - » Land Requirement Assessment
 - » Constructability
 - » Operational Considerations
 - » Cost Analysis
 - » Implementation Schedule
- / Wastewater Production Projections: Population Based Method or Single-Family Equivalents Method (derived from 2023 Water PNA Projections)
- / Exhibit Drawings and Calculation Tables
- / Appendices

The estimated budget for the Wastewater Collections System Improvements PNA is: **\$40,000**



IN WITNESS WHEREOF, the parties hereto have executed this Amendment, the Effective Date of which is indicated by the date first signed below.

RESPEC Company, LLC

Town of Paonia

By *Douglas E Schwanke*

By _____

Title Technical Manager

Title Town Administrator

Date 08/15/24

Date _____

Addresses for giving notices:

Addresses for giving notices:

5540 Tech Center Drive, Suite 100

214 Grand Avenue

Colorado Springs, CO 80919

Paonia, CO 81428



2024 BILLING RATE SCHEDULE

Following are RESPEC's proposed 2024 hourly rates for Colorado Springs, which will be valid for the entire calendar year of 2024. The rates would also hold for any task that was started within a given year and might carry over into the ensuing year. We do anticipate rate adjustments on an annual basis for 2025 and 2026. We would submit proposed adjustments in October of the year preceding any adjustment so that the Town of Paonia would have the chance to review them.

Our billing procedures are to bill monthly for work accomplished the previous month.

Position	Hourly Rate
Practice Leader	\$ 235
Principal	\$215
Senior Project Manager	\$205
Project Manager	\$190
Sr. Project Engineer	\$180
Project Engineer	\$165
Sr. Designer	\$155
Staff Engineer III	\$145
Staff Engineer II	\$135
Staff Engineer I	\$125
Environmental Specialist	\$140
Engineering Technician III	\$125
Engineering Technician II	\$115
Engineering Technician I	\$105
Administrative Support	\$ 85
Engineering Intern	\$ 75

Expenses	
Mileage	Regulatory Rate
Postage/Courier	At Cost
Vendor Printing and Binding	At Cost
Other Expenses	At Cost



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Consideration of approval to purchase a paint striper
SUBMITTED BY:	Nicki Gisoldi- Deputy Director of Public Works
DATE:	8/27/2024
BACKGROUND:	<p>Paonia Public Works (PPW) is in need of a paint striper in order to repaint parking areas, curbs, road lines and cross walks, bike and walk lanes, EMS parking and more.</p> <p>PPW has been working with The Nature Connection, who has a Safe Routes to Parks grant. There is possible reimbursement for around \$5,000.00 from the grant as they would benefit from painted lines for pedestrians and bike travel to Parks.</p> <p>Although all quote are for the same model of Striper, all paint can be purchased from Sherwin Williams in Delta, as they are the only carrier of the required paint.</p>
BUDGET:	<p>Cost Code: 10-45-74 of the Street Department has a current balance of \$82,500.00, the total amount of the budget for Machinery and Equipment. No funds have been used this year.</p> <p>Striper quotes vary between \$12,779.00 - \$13,426.99</p>
RECOMMENDATION:	<p>RECOMMENDED MOTION:</p> <p>I Move to approve the purchase of a Graco Line Lazer V3900 HP paint sprayer in an amount not to exceed \$13,500.</p>

ATTACHMENT:	<p>All quotes are for the same model of Striper. The Automatic striper is highlighted in yellow</p> <ul style="list-style-type: none">A) Guiry's Color Source QuoteB) Old Western Paint Co.C) Road Safe Traffic SystemD) Sherwin Williams – also has paint cost as separate line item
--------------------	--



Company Name: *Town of Paonia*

Account Number: *N/A*

Contact: *Cory Heiniger*

Servicing Store: *Guiry's Store 24*

Price Quote: *240157*

Date: *July 31, 2024*

Guiry's Sales Rep: *Chad Baxter*

Cell: *970-652-0564*

Email: chad.baxter@guirys.com



Graco LineLazer V3900 Standard Series Gas Honda Motor with 2 Manual Spray Guns

Part Number: 17H450

Total: \$9,633.99



Graco LineLazer V3900 HP Automatic Series Gas Honda Motor, 2 Auto Guns, and LazerGuide 2000

Part Number 17U805

Total: \$13,426.99

10 gallons of traffic paint free with a purchase of a Linelazer. \$250.00 savings.

Note: Thank you for the opportunity to give the Town of Paonia a Price Quote on these LineLazers. This Price Quote is valid till December 31, 2024. Please feel free to reach out to me if you have any questions. Thank you.



Product Sales Quote
CONFIDENTIAL

To: Cory Heiniger
Company: Town of Paonia

Date: 7/30/2024
Quote Number: C90182

Table with 5 columns: Item #, Quantity, Description, Unit Price, Total. It lists items like Graco V 3900 Standard and Graco V 3900 HP with their respective prices and totals.

Notification of acceptance is required via E-mail, Contract or Purchase Order

Terms and Conditions:
Applicable sales tax will be added to billings where required
Payment terms as noted in credit application and/or quote (Net 30 on Approval)
Freight excluded from quote unless otherwise noted
Pricing is effective for 30 days unless otherwise noted

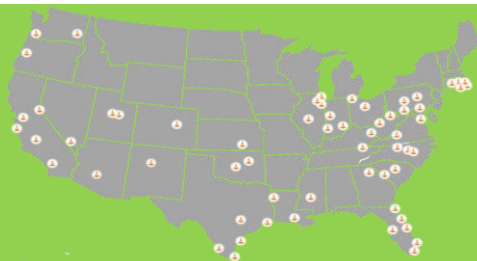
Quote Prepared by: C Kistler

Accepted by:

Signature lines and Date line for the accepted party.

DENVER
7909 S. Chambers Rd
Englewood, CO 80112
(303) 467-0408

CORPORATE
8750 West Bryn Mawr Avenue
Suite 400
Chicago, IL 60631



For a full listing of our products and services, please visit our website: www.roadsafetraffic.com

With over 50+ locations and satellite yards across the country, RoadSafe is the national leader in traffic control services and sales.



**SHERWIN
WILLIAMS®**

Spray Equipment & Marking Paint

TOWN OF PAONIA

Quote Presented By:
Joel Taylor
Sales Representative
joel.k.taylor@sherwin.com

SHERWIN-WILLIAMS
1410 VALLEY VIEW DR
DELTA, CO 81416 3130
(970) 874-2932

July 30, 2024



ACCOUNT # 2639-6704-4
Spray Equipment & Marking Paint
QUOTE # 7411184
VALID FROM: JUL 30, 2024 - AUG 31, 2024

Dear Cory,

Thank you for considering Sherwin-Williams for your spray equipment & marking paint needs. Included is the Sherwin-Williams price quote you requested.

Should you require assistance or have any questions or concerns, please contact me at 970-250-5087 or e-mail me at joel.k.taylor@sherwin.com.

Joel Taylor
Sales Representative
joel.k.taylor@sherwin.com

SHERWIN-WILLIAMS
1410 VALLEY VIEW DR, DELTA, CO 81416 3130



ACCOUNT # 2639-6704-4
Spray Equipment & Marking Paint
QUOTE # 7411184
VALID FROM: JUL 30, 2024 - AUG 31, 2024

PROJECT: Spray Equipment & Marking Paint

Purchase Type: Annual Purchase

Description	Sales #	Rex #	Qty	Price	Extended Price
LLV3900STRD 2MECHGUN	100664812	100664812-EACH	1	\$9,099.99	\$9,099.99
Comments: 17H450					
LLV3900HP2A WLG2000	101581551	101581551-EACH	1	\$13,199.00	\$13,199.00
Comments: 17U805					
HL 2152 FDTP WB WH	800003204	0.0TM2152-5 GAL	5	\$16.99	\$84.95
HL 2153 FDTP WB YL	800003212	0.0TM2153-5 GAL	5	\$16.99	\$84.95
TYPE 1 GLASS BEADS	100076207	100076207-40-50#	1	\$0.99	\$0.99
Comments: .99 per pound or .79 per pound if 2000# or more of glass beads are purchased.					

We thank you for consideration of Sherwin-Williams products and look forward to supplying these products to you.

NOTICE: Please take notice that the quotation set forth above is not a contract and is subject to and conditioned upon approval by Sherwin-Williams. In the event such approval is not obtained, you will be provided with a revised quotation and the quotation set forth above shall be null, void and of no force or effect. The pricing and recommendations detailed in this proposal represent confidential information provided by Sherwin-Williams. We request that it not to be copied or shared with others outside your firm. Please refer to product data pages for surface prep, mixing and application instructions.

Square footage amounts were estimated or given. Coverage of materials are estimated and actual coverages may differ. These guidelines should not be used as absolutes. Sherwin-Williams cannot assume responsibility for job site conditions.

The purchase of the products set forth in this price quote is subject to The Sherwin-Williams Company Terms and Conditions of Sale, which are incorporated in full by this reference and are available at <https://www.sherwin-williams.com/terms-and-conditions>. Sherwin-Williams limits acceptance of the price quote to these Terms and Conditions of Sale, and objects to any different terms in any purchase order, issuance of which indicates purchaser's acceptance of such Terms and Conditions of Sale.

Reference Pages

Data Pages

123.04



**SHERWIN
WILLIAMS.**

Hotline® Fast Dry Latex Waterborne Traffic Marking Paint

TM2152 White, TM2153 Yellow, TM2221 Black, TM2222 Red
TM2224 Blue, TM2226 Green

CHARACTERISTICS

HOTLINE® Fast Dry Latex are very fast drying waterborne paints for use in marking parking lots, airports, and roads. They may be applied ambient airless, conventional or may be heated for even faster dry. These products conform to current requirements In-Lieu of Federal Specification TT-P-1952E Types I and II, and TT-P-1952F Types I and II. They will dry to no pickup in less than ten minutes when properly applied at ambient conditions, or one to two minutes when heated to 140°F (60°C). High relative humidity has significantly less effect on the dry time of these products as compared to other latex traffic paints.

For use on properly prepared:

Cured asphalt, Concrete, Brick, Parking Lots, Curbs, Runways

Recommended for use in:

Apartment Communities, Shopping Centers, Schools and Universities, Municipalities, State DOT's, Property Maintenance, Asphalt Seal Contractors, Airfields and Highways

Finish: Flat
Color: White, Yellow, Black, Red, Blue, Green

Recommended Spreading Rate per Coat:

Approximately 320 lineal feet of standard 4-inch stripe per gallon
Wet mils: 15
Dry mils: 9.1
Coverage per sq. ft. per gallon: 107
Theoretical coverage sq. ft. per gallon: 978
Spreading rates are calculated on volume solids and do not include an application loss factor due to surface profile, roughness or porosity of the surface, method of application, surface irregularities, overthinning, climatic conditions, and excessive film build.

Drying Schedule @ 15.0 mils wet, @77°F (25°C) @ 50% RH:

Dry-no-pickup: 10 minutes
Dry to touch: 10 minutes
Drying and recoat times are temperature, humidity, and film thickness dependent.

Tinting: Do Not Tint

White 0.0TM2152
(may vary by color)

V.O.C. (less exempt solvents):
less than 100 grams per litre; 0.83 lbs. per gallon
As per 40 CFR 59.406

Volume Solids: 61 ±2%
Weight Solids: 78 ±2%
Weight per Gallon: 14.10 lbs
Flash Point: 150°F, PMCC
Shelf Life: 12 months, unopened
Store indoors at 50°F (10°C) to 110°F (43.3°C)

COMPLIANCE

As of 09/02/2022, Complies with:

OTC	Yes
OTC Phase II	Yes
S.C.A.Q.M.D.	Yes
CARB	Yes
CARB SCM 2007	Yes
CARB SCM 2020	Yes
Canada	Yes
LEED® v4 & v4.1 Emissions	N.A.
LEED® v4 & v4.1 V.O.C.	Yes
EPD-NSF® Certified	N.A.
MIR-Product Lens Certified	N.A.
MPI®	Yes

APPLICATION

Temperature:
minimum 50°F / 10°C
maximum 110°F / 43°C
air, surface, and material at least 5°F above dew point

Relative humidity: 85% maximum
The following is a guide. Changes in pressures and tip sizes may be needed for proper spray characteristics. Always purge spray equipment before use with listed reducer. Any reduction must be compatible with the existing environmental and application conditions.

Reducer: Water
As needed up to 12.5% by volume

Airless Spray Line Striper:
Pressure 1800-2700 p.s.i.
Hose 1/2-3/8 inch ID
Tip .015-.19 inch
Filter 60 mesh

Conventional Spray Line Striper:
Gun Binks 21 (Bleeder)
Fluid Nozzle #68
Air Nozzle Internal mix, #708
Atomization Pressure 20-80 p.s.i.
Fluid Pressure 30-60 p.s.i.
NOTE: Fluid and atomization pressures are dependent on environmental conditions. Use the lowest pressures necessary to achieve a "flat line".

Brush & Roller: Not recommended
If specific application equipment is listed above, equivalent equipment may be substituted. If the striping machine is also used for solvent based paints, care must be taken to prevent contamination of the paint types.

Important: All metallic wetted parts must be stainless steel. Contact with brass, cold steel, and especially galvanized steel may cause gelation of the paint.

Apply paint at the recommended film thickness and spreading rate as indicated. Application of coating below minimum recommended spreading rate will adversely affect coating performance. for painting.

Heated air atomized spray may also be used to enhance the sprayability and to further decrease the dry time. If heat is used, the system must be designed to prevent paint temperatures from exceeding 140°F (60°C) at any time.

APPLICATION TIPS

Make sure product is completely agitated (mechanically or manually) before use.

Mixing Instructions: Mix paint thoroughly to a uniform consistency with low-speed power agitation prior to use.

It can also serve as a binder for glass beads to make reflective markings. Apply by dropping on glass beads while the paint is still wet. Can be used with stencils (Available through Sherwin-Williams) for street and parking lot marking.

RECOMMENDED SYSTEMS

Cured Asphalt, Concrete, and Brick:

1 coat **Hotline Fast Dry Latex Waterborne Traffic Marking Paint** @ 320 lineal feet of standard 4-inch stripe per gallon, approximately 15.0 mils wet, 9.1 mils dry.

Color	SKU	SMIS
White:	0.0TM2152-20	800003204
Yellow:	0.0TM2153-20	800003212
Black:	0.0TM2221-20	800004335
Red:	0.0TM2222-20	800052227
Blue:	0.0TM2224-20	650043185
Green:	0.0TM2226-20	800057549

PERFORMANCE TIPS

Asphalt surfaces generally require aging prior to painting. If the asphalt is insufficiently cured, applying a thin coat (approximately 1/2 the recommended dft) generally reduces the extent of lifting and cracking.

No painting should be done immediately after a rain or during foggy weather.

Do not paint on wet surfaces.

Check adhesion by applying a test strip to determine the readiness for painting.

Do not use on uncured asphalt, asphalt surfaces generally require aging prior to painting.

Excessive reduction of material can affect film build, appearance, and adhesion.

The coating may be made into reflective paint by dropping on glass beads while the paint is still wet.

Hotline® Fast Dry Latex Waterborne Traffic Marking Paint

SURFACE PREPARATION

WARNING! If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting: US - National Lead Information Hotline at 1-800-424-LEAD or log on to www.epa.gov/lead; Canada - your local health authority.

Surface must be clean, dry and in sound condition. Remove all oil, dust, grease, dirt, loose rust, and other foreign material to ensure adequate adhesion.

Minimum recommended surface preparation:

Concrete: Cured, clean, dry, sound

Asphalt: Cured, clean, dry, sound

Brick: Cured, clean, dry, sound

Surfaces should be clean and dry and free from loose or peeling paint. Do not apply when air or surface temperatures are below 50°F (10°C), or when the relative humidity exceeds 85%, or when the temperature falls below the dew point.

The presence of concrete sealers or efflorescence on new concrete may interfere with adhesion and should be removed by extended weathering, etching, or abrasive blasting.

Most previously painted lines may be repainted without additional surface preparation, provided the old paint is still tightly adhered to the surface. However, multiple layers of paint will eventually peel and require removal. Recognize that any surface preparation short of total removal of the old coating may compromise the service length of the system.

New asphalt surfaces should ideally be allowed to age several months before striping. Latex paint will not bleed on most asphalt surfaces; however, shrinkage of the paint film during curing can cause new asphalt to lift or crack. Exceeding the recommended film thickness will increase the tendency to cause asphalt lifting. Placing an inconspicuous test stripe to determine if a new asphalt surface has cured sufficiently to paint is recommended.

If it is necessary to paint new asphalt surfaces, do not exceed an application rate of 8 mils wet (approximately 200 sq. ft. per gallon). Special care should be given to laps and edges of stencils to prevent excessive film thickness.

PERFORMNACE

Dry-No-Pickup:

White	10 minutes maximum
Yellow	10 minutes maximum
Black	10 minutes maximum
Red	10 minutes maximum
Blue	10 minutes maximum
Green	10 minutes maximum

Contrast Ratio:

White	.95 minimum
Yellow	.92 minimum
Black	.99 minimum
Red	.95 minimum
Blue	.92 minimum
Green	.95 minimum

Fineness of Grind:

White	3 Hegman minimum
Yellow	3 Hegman minimum
Black	3 Hegman minimum
Red	3 Hegman minimum
Blue	3 Hegman minimum
Green	3 Hegman minimum

Reflectance:

White	85 minimum
Yellow	53 minimum
Black	5 minimum
Red	Not Specified
Blue	Not Specified
Green	Not Specified

Viscosity KU:

White	81-87
Yellow	81-87
Black	80-90
Red	80-90
Blue	80-90
Green	80-90

Density:

White	13.95-14.25
Yellow	13.57-13.87
Black	13.63-13.93
Red	13.77-14.07
Blue	13.70-14.00
Green	13.75-14.05

SAFETY PRECAUTIONS

Refer to the Safety Data Sheets (SDS's) before use.

FOR PROFESSIONAL USE ONLY.

Published technical data and instructions are subject to change without notice. Contact your Sherwin-Williams representative for additional technical data and instructions.

Painted surfaces can become slippery when wet. Zone Marking paints are not intended for use as floor paints and should not be used to paint large areas subject to pedestrian traffic. For instance, painting an entire traffic stall is not recommended.

HOTW	09/02/2022	0.0TM2152	25 87
HOTW	09/02/2022	0.0TM2153	32 86
HOTW	09/02/2022	0.0TM2221	19 85
HOTW	09/02/2022	0.0TM2222	13 86
HOTW	09/02/2022	0.0TM2224	11 91
HOTW	09/02/2022	0.0TM2226	09 85

CLEANUP INFORMATION

Clean spills, spatters, hands and tools immediately after use with soap and warm clean water. After cleaning, flush spray equipment with compliant cleanup solvent to prevent rusting of the equipment. Follow manufacturer's safety recommendations when using solvents.

123.04



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WILLIAMS.**

Hotline® Fast Dry Latex Waterborne Traffic Marking Paint

TM2152 White, TM2153 Yellow, TM2221 Black, TM2222 Red
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CHARACTERISTICS

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For use on properly prepared:

Cured asphalt, Concrete, Brick, Parking Lots, Curbs, Runways

Recommended for use in:

Apartment Communities, Shopping Centers, Schools and Universities, Municipalities, State DOT's, Property Maintenance, Asphalt Seal Contractors, Airfields and Highways

Finish: Flat

Color: White, Yellow, Black, Red, Blue, Green

Recommended Spreading Rate per Coat:

Approximately 320 lineal feet of standard 4-inch stripe per gallon
Wet mils: 15
Dry mils: 9.1
Coverage per sq. ft. per gallon: 107
Theoretical coverage sq. ft. per gallon: 978
Spreading rates are calculated on volume solids and do not include an application loss factor due to surface profile, roughness or porosity of the surface, method of application, surface irregularities, overthinning, climatic conditions, and excessive film build.

Drying Schedule @ 15.0 mils wet, @77°F (25°C) @ 50% RH:

Dry-no-pickup: 10 minutes
Dry to touch: 10 minutes
Drying and recoat times are temperature, humidity, and film thickness dependent.

Tinting: Do Not Tint

White 0.0TM2152
(may vary by color)

V.O.C. (less exempt solvents):
less than 100 grams per litre; 0.83 lbs. per gallon
As per 40 CFR 59.406

Volume Solids: 61 ±2%
Weight Solids: 78 ±2%
Weight per Gallon: 14.10 lbs
Flash Point: 150°F, PMCC
Shelf Life: 12 months, unopened
Store indoors at 50°F (10°C) to 110°F (43.3°C)

COMPLIANCE

As of 09/02/2022, Complies with:

OTC	Yes
OTC Phase II	Yes
S.C.A.Q.M.D.	Yes
CARB	Yes
CARB SCM 2007	Yes
CARB SCM 2020	Yes
Canada	Yes
LEED® v4 & v4.1 Emissions	N.A.
LEED® v4 & v4.1 V.O.C.	Yes
EPD-NSF® Certified	N.A.
MIR-Product Lens Certified	N.A.
MPI®	Yes

APPLICATION

Temperature:
minimum 50°F / 10°C
maximum 110°F / 43°C
air, surface, and material at least 5°F above dew point

Relative humidity: 85% maximum
The following is a guide. Changes in pressures and tip sizes may be needed for proper spray characteristics. Always purge spray equipment before use with listed reducer. Any reduction must be compatible with the existing environmental and application conditions.

Reducer: Water
As needed up to 12.5% by volume

Airless Spray Line Striper:
Pressure 1800-2700 p.s.i.
Hose 1/2-3/8 inch ID
Tip .015-.19 inch
Filter 60 mesh

Conventional Spray Line Striper:
Gun Binks 21 (Bleeder)
Fluid Nozzle #68
Air Nozzle Internal mix, #708
Atomization Pressure 20-80 p.s.i.
Fluid Pressure 30-60 p.s.i.
NOTE: Fluid and atomization pressures are dependent on environmental conditions. Use the lowest pressures necessary to achieve a "flat line".

Brush & Roller: Not recommended
If specific application equipment is listed above, equivalent equipment may be substituted. If the striping machine is also used for solvent based paints, care must be taken to prevent contamination of the paint types.

Important: All metallic wetted parts must be stainless steel. Contact with brass, cold steel, and especially galvanized steel may cause gelation of the paint.

Apply paint at the recommended film thickness and spreading rate as indicated. Application of coating below minimum recommended spreading rate will adversely affect coating performance. for painting.

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APPLICATION TIPS

Make sure product is completely agitated (mechanically or manually) before use.

Mixing Instructions: Mix paint thoroughly to a uniform consistency with low-speed power agitation prior to use.

It can also serve as a binder for glass beads to make reflective markings. Apply by dropping on glass beads while the paint is still wet. Can be used with stencils (Available through Sherwin-Williams) for street and parking lot marking.

RECOMMENDED SYSTEMS

Cured Asphalt, Concrete, and Brick:

1 coat **Hotline Fast Dry Latex Waterborne Traffic Marking Paint** @ 320 lineal feet of standard 4-inch stripe per gallon, approximately 15.0 mils wet, 9.1 mils dry.

Color	SKU	SMIS
White:	0.0TM2152-20	800003204
Yellow:	0.0TM2153-20	800003212
Black:	0.0TM2221-20	800004335
Red:	0.0TM2222-20	800052227
Blue:	0.0TM2224-20	650043185
Green:	0.0TM2226-20	800057549

PERFORMANCE TIPS

Asphalt surfaces generally require aging prior to painting. If the asphalt is insufficiently cured, applying a thin coat (approximately 1/2 the recommended dft) generally reduces the extent of lifting and cracking.

No painting should be done immediately after a rain or during foggy weather.

Do not paint on wet surfaces.

Check adhesion by applying a test strip to determine the readiness for painting.

Do not use on uncured asphalt, asphalt surfaces generally require aging prior to painting.

Excessive reduction of material can affect film build, appearance, and adhesion.

The coating may be made into reflective paint by dropping on glass beads while the paint is still wet.

Hotline® Fast Dry Latex Waterborne Traffic Marking Paint

SURFACE PREPARATION

WARNING! If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting: US - National Lead Information Hotline at 1-800-424-LEAD or log on to www.epa.gov/lead; Canada - your local health authority.

Surface must be clean, dry and in sound condition. Remove all oil, dust, grease, dirt, loose rust, and other foreign material to ensure adequate adhesion.

Minimum recommended surface preparation:

Concrete: Cured, clean, dry, sound

Asphalt: Cured, clean, dry, sound

Brick: Cured, clean, dry, sound

Surfaces should be clean and dry and free from loose or peeling paint. Do not apply when air or surface temperatures are below 50°F (10°C), or when the relative humidity exceeds 85%, or when the temperature falls below the dew point.

The presence of concrete sealers or efflorescence on new concrete may interfere with adhesion and should be removed by extended weathering, etching, or abrasive blasting.

Most previously painted lines may be repainted without additional surface preparation, provided the old paint is still tightly adhered to the surface. However, multiple layers of paint will eventually peel and require removal. Recognize that any surface preparation short of total removal of the old coating may compromise the service length of the system.

New asphalt surfaces should ideally be allowed to age several months before striping. Latex paint will not bleed on most asphalt surfaces; however, shrinkage of the paint film during curing can cause new asphalt to lift or crack. Exceeding the recommended film thickness will increase the tendency to cause asphalt lifting. Placing an inconspicuous test stripe to determine if a new asphalt surface has cured sufficiently to paint is recommended.

If it is necessary to paint new asphalt surfaces, do not exceed an application rate of 8 mils wet (approximately 200 sq. ft. per gallon). Special care should be given to laps and edges of stencils to prevent excessive film thickness.

PERFORMANCE

Dry-No-Pickup:

White	10 minutes maximum
Yellow	10 minutes maximum
Black	10 minutes maximum
Red	10 minutes maximum
Blue	10 minutes maximum
Green	10 minutes maximum

Contrast Ratio:

White	.95 minimum
Yellow	.92 minimum
Black	.99 minimum
Red	.95 minimum
Blue	.92 minimum
Green	.95 minimum

Fineness of Grind:

White	3 Hegman minimum
Yellow	3 Hegman minimum
Black	3 Hegman minimum
Red	3 Hegman minimum
Blue	3 Hegman minimum
Green	3 Hegman minimum

Reflectance:

White	85 minimum
Yellow	53 minimum
Black	5 minimum
Red	Not Specified
Blue	Not Specified
Green	Not Specified

Viscosity KU:

White	81-87
Yellow	81-87
Black	80-90
Red	80-90
Blue	80-90
Green	80-90

Density:

White	13.95-14.25
Yellow	13.57-13.87
Black	13.63-13.93
Red	13.77-14.07
Blue	13.70-14.00
Green	13.75-14.05

SAFETY PRECAUTIONS

Refer to the Safety Data Sheets (SDS's) before use.

FOR PROFESSIONAL USE ONLY.

Published technical data and instructions are subject to change without notice. Contact your Sherwin-Williams representative for additional technical data and instructions.

Painted surfaces can become slippery when wet. Zone Marking paints are not intended for use as floor paints and should not be used to paint large areas subject to pedestrian traffic. For instance, painting an entire traffic stall is not recommended.

HOTW	09/02/2022	0.0TM2152	25 87
HOTW	09/02/2022	0.0TM2153	32 86
HOTW	09/02/2022	0.0TM2221	19 85
HOTW	09/02/2022	0.0TM2222	13 86
HOTW	09/02/2022	0.0TM2224	11 91
HOTW	09/02/2022	0.0TM2226	09 85

CLEANUP INFORMATION

Clean spills, spatters, hands and tools immediately after use with soap and warm clean water. After cleaning, flush spray equipment with compliant cleanup solvent to prevent rusting of the equipment. Follow manufacturer's safety recommendations when using solvents.



OLD WESTERN PAINT CO., INC.
 2001 W. BARBERRY PL.
 DENVER CO 80204
 Phone: (303) 825-5147 Fax:
 www.oldwesternpaint.com

84-0564220

Quotation

Number	Date	Page
00215335	7/30/2024	1

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TOPAEN
 Town of Paenoo
 Paenoo CO

J
O
B

quote
 DENVER CO

ON FILE

Phone	Fax	Clerk	Terms	PO Number	Valid Until	Delivery
		AS	Cash On Delivery	QUOTE		Pick Up

Item Number	Description	Quantity	U/M	Tax	Unit Price	Extension
17H450	Ea LineLazer V3900 Std. 2gun Mechanical	1.00	E	N	9,164.00	9,164.00
17U805	Ea LLV3900 Auto,2Gun,w/2000 lazer guide	1.00	E	N	12,779.00	12,779.00
262005	Ea LineDriver HD Ride On System 200ccHon	1.00	E	N	8,787.00	8,787.00

THANK YOU FOR YOUR BUSINESS HOURS MON-FRI 7:00AM-5:00PM Web Site www.oldwesternpaint.com				SubTotal Sales Tax Total		\$30,730.00 \$0.00 \$30,730.00
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00215335

Accepted By : _____

Print Name : _____



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Consideration of approval to purchase two (2) side by side (SxS) UTV vehicles in lieu of the previously approved one (1) Fleet vehicle.
SUBMITTED BY:	Nicki Gisoldi and Cory Heiniger – Director and Deputy Director of Public Works
DATE:	08/27/2024
BACKGROUND:	<p>Paonia Public Works (PPW) was approved, by the budget, for \$40k to purchase a fleet vehicle. Before PPW could secure the purchase of a fleet vehicle, PPW’s current SxS has become unusable and is beyond repair. PPW is in need of a SxS in order to complete work on the Mountain for a hydrogeological study, spring box inspections and brush clearing. This work is needed to secure current and future funding from grants to improve our water system and is background work to lift the water moratorium. PPW has attempted to rent a SxS as the time frame on this work is critical and needs completed ASAP. Local retailer of SxS only have 2 seater SxS’s available and we need at least a 4 seater to transport enough people and equipment to complete the work. PPW is also requesting to purchase a smaller 2 seater SxS for the project. It will require PPW to transport at least 6 people at a time to the Mountain to complete the project. The smaller 2 seater SxS will also assist PPW in the winter months for plowing snow as well as every day projects where a smaller vehicle is more appropriate. The 4 seater SxS will also be used in daily tasks where a larger vehicle is not needed. For example, to haul mulch and smaller loads, to drive on the grass at the parks so PPW doesn’t have to physically carry equipment throughout the parks, etc.</p> <p>PPW is requesting that in lieu of purchasing the previously budgeted and approved Fleet vehicle to instead, purchase (2) SxS’s that will not exceed the previously approved \$40k.</p>
BUDGET:	Cost will not exceed the budgeted \$40k

<p>RECOMMENDATION:</p>	<p>PPW recommends that, at minimum, the SxS's are equipped with a winch, high ground clearance, roof, snowplow capability, high towing capacity and partial windshield. PPW would also like to keep the purchase as local as possible.</p> <p>RECOMMENDED MOTION:</p> <p>I Move to approve the purchase of a Utility Terrain Vehicle, or Side-by-Side in an amount no to exceed \$40,000.</p>
<p>ATTACHMENT:</p>	<ul style="list-style-type: none">A) All- Terrain quotes on two (2) 6 seater SxS's and one (1) 2 seater SxS with plow and attachments includedB) Davis Service Center quotes on two (2) 6 seater SxS's and one (1) 2 seater SxS without plow and attachments

ALL-TERRAIN MOTORSPORTS, INC.

243

637 24 1/2 RD
GRAND JUNCTION CO 81505
970-434-4874

Purchase Invoice

Date 08/13/2024
Invoice #:
Salesperson PATRICK WINKLER

TOWN OF PAONIA

214 GRAND AVE
PAONIA CO 81428
H 970-250-3796* NICKI

C 970-250-3796* NICKI

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Dsrp	Price
New	2024	CAN-AM	8SRB	3JBUCAP41RK002386	002386	\$23,397.00	\$18,999.00
				Defender MAX XT HD9	FIERY RED		



Dealer Unit Price	\$18,999.00
Factory Options	\$0.00
Added Accessories	\$0.00
Freight/ Labor	\$0.00
Doc Fee/ Assembly Prep	\$99.00



Cash Price	\$19,098.00
Trade Allowance	\$0.00
Payoff	\$0.00

Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$19,098.00
Sales Tax	\$0.00
Title/License/Registration Fees	\$0.00

Sub Total(Net Sale + Other Charges)	\$19,098.00
Cash Down Payment	\$0.00
Amount to Pay/Finance	\$19,098.00

Trade Information

I hereby offer to purchase the vehicle above described, at the aboved price. The price quoted is for a new vehicle on which the price should be changed by the manufacturer before I have taken delivery, then this offer shall be construed as if the changed price was originally herein. This offer becomes a binding contract when accepted by dealer, but the delivery is subject to strikes, fires, floods or any other cause beyond the dealers control.

The undersigned warrants that the used vehicle offered in trade is free and clear of all encumbrances (except only for "payoff" above noted, if any) and taxes, and will furnish clear title at time of delivery. It is agreed that this vehicle if purchased by me is subject to provisions of the Manufacturer's Warranty, if any and that it is the only warranty, either expressed or implied, applicable to the sale. No warranty or guarantee of any kind is given on used, consignment, or second hand vehicles, unless given in writing. "as is where is."

Dealer assumes no responsibility for any promises or statements made by salesman unless written on this offer and countersigned by Sales Manager or Executive Officer. Until approved and accepted in writing in the space provided below, by the sales manager or executive officer of the dealership, this offer shall not be binding on the dealer All-Terrain Motorsports will not be held liable or responsible for lost or misplaced title work after 60 days

___ MACHINE IS SOLD WITHOUT WARRANTY ___ WARRANTY PERIOD IS ___.

Buyer's Signature _____
Buyer's Signature _____

Email NGISOLDI_PW@TOWNOFPAONIA.COM
Email _____

ALL-TERRAIN MOTORSPORTS, INC.

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GRAND JUNCTION CO 81505
970-434-4874

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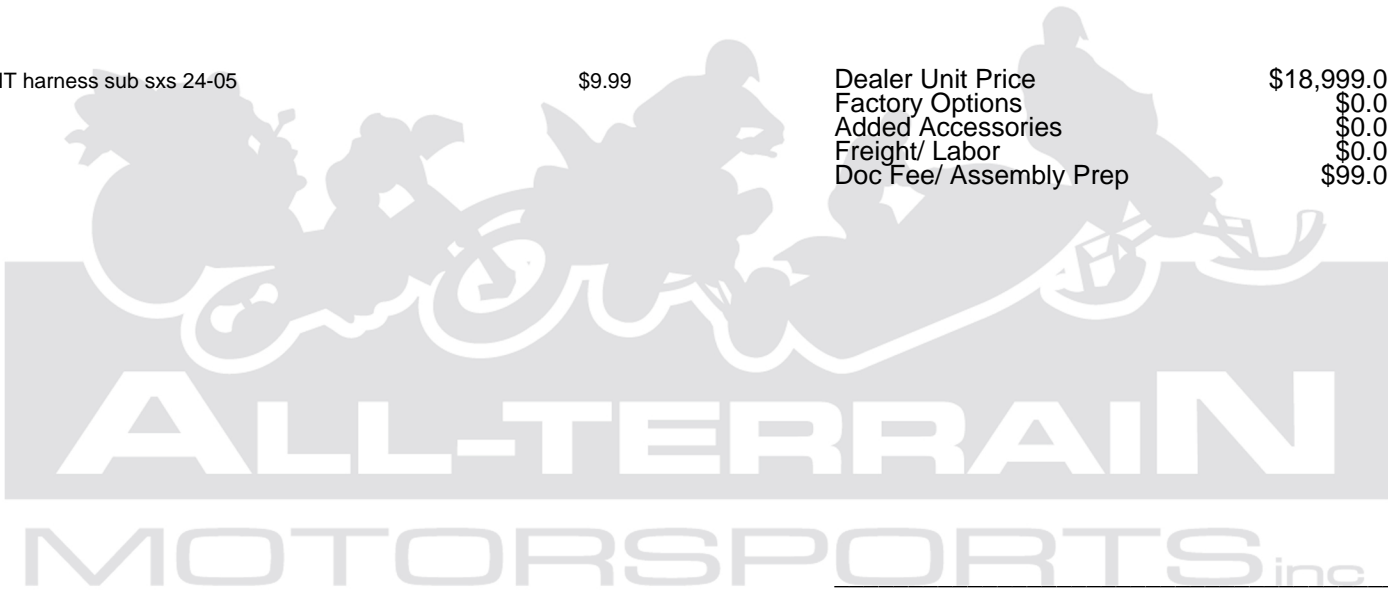
Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Dsrp	Price
New	2024	KAWASA	KAT1000CRFNN	JKAATCC12RB503493	503493	\$22,897.00	\$18,999.00
				Mule™ PRO-FXT 1000 LE	Metallic Titanium		

KIT harness sub sxs 24-05

\$9.99

Dealer Unit Price	\$18,999.00
Factory Options	\$0.00
Added Accessories	\$0.00
Freight/ Labor	\$0.00
Doc Fee/ Assembly Prep	\$99.00



Cash Price	\$19,098.00
Trade Allowance	\$0.00
Payoff	\$0.00

Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$19,098.00
Sales Tax	\$0.00
Title/License/Registration Fees	\$0.00

Sub Total(Net Sale + Other Charges)	\$19,098.00
Cash Down Payment	\$0.00
Amount to Pay/Finance	\$19,098.00

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Buyer's Signature _____
Buyer's Signature _____

Email NGISOLDI_PW@TOWNOFPAONIA.COM
Email _____

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PAONIA CO 81428
H 970-250-3796* NICKI

C 970-250-3796* NICKI

Unit Information

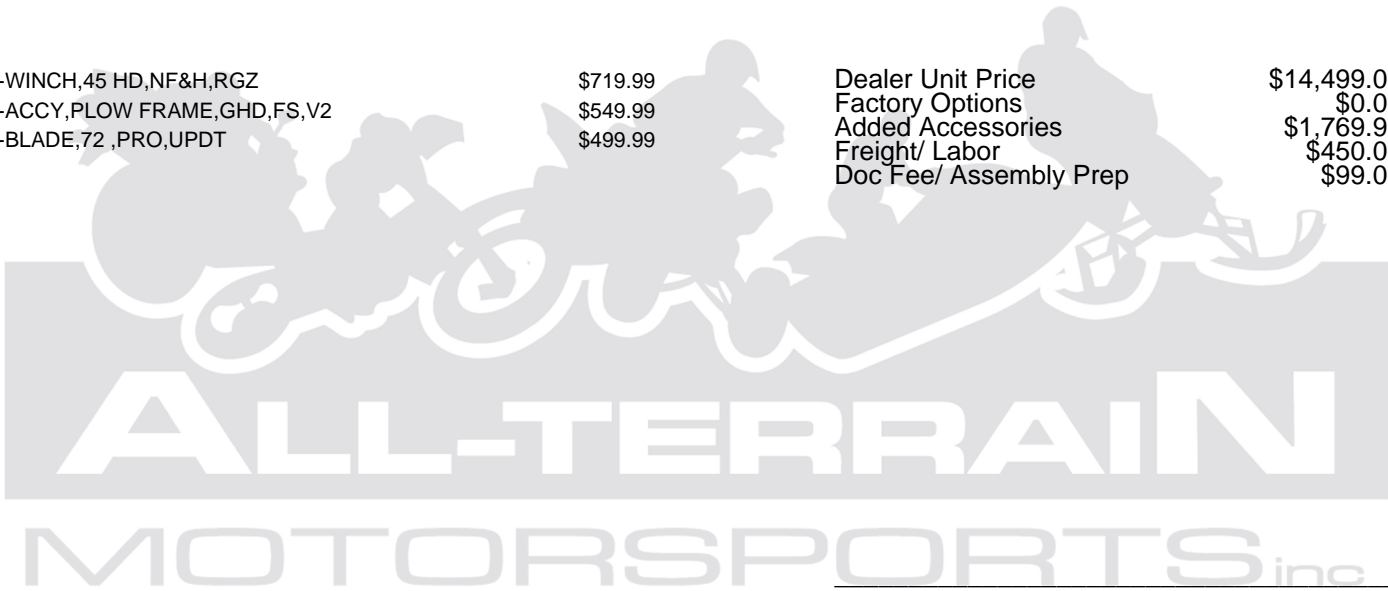
New/U	Year	Make	Model	Serial No.	Stock No.	Dsrp	Price
New	2024	POLARI	R24TAE99AD	4XATAE993R8462518	462518	\$19,897.00	\$14,499.00

RANGER 1000 Premium -

K-WINCH,45 HD,NF&H,RGZ
K-ACCY,PLOW FRAME,GHD,FS,V2
K-BLADE,72 ,PRO,UPDT

\$719.99
\$549.99
\$499.99

Dealer Unit Price	\$14,499.00
Factory Options	\$0.00
Added Accessories	\$1,769.97
Freight/ Labor	\$450.00
Doc Fee/ Assembly Prep	\$99.00



Cash Price	\$16,817.97
Trade Allowance	\$0.00
Payoff	\$0.00

Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$16,817.97
Sales Tax	\$0.00
Title/License/Registration Fees	\$0.00

Sub Total(Net Sale + Other Charges)	\$16,817.97
Cash Down Payment	\$0.00
Amount to Pay/Finance	\$16,817.97

Trade Information

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___ MACHINE IS SOLD WITHOUT WARRANTY ___ WARRANTY PERIOD IS ___.

Buyer's Signature _____
Buyer's Signature _____

Email NGISOLDI_PW@TOWNOFPAONIA.COM
Email _____

ALL-NEW 2024

MULE PRO-FXT™ 1000 LE RANCH EDITION



MSRP
\$21,899

 METALLIC TITANIUM



POWER

Engine	4-stroke, 2-cylinder, DOHC, liquid-cooled, gas
Displacement	999cc
Bore x Stroke	92.0 x 75.1mm.
Compression Ratio	10.1:1
Maximum Torque	61.5 lb-ft.
Fuel System	DFI® with 38mm. throttle body
Transmission	Continuously Variable Transmission (CVT) with (H,L,N,R)
Final Drive	Selectable 2WD/4WD, shaft. Dual mode rear differential with differential lock
Engine Braking	Yes
Alternator Output (max)	90 amp.

CAPABILITY

Front Suspension / Wheel Travel	Double wishbone/11.0 in.
Rear Suspension / Wheel Travel	Double wishbone/10.1 in.
Front Tires	26x9.00-12, radial
Rear Tires	26x11.00-12, radial
Park Brake Type	Independent, Mechanical Disc
Steering	Electric Power Steering (EPS), Tilt steering
Front Brakes	Dual Disc, 2 piston caliper
Rear Brakes	Dual Disc, 1 piston caliper
Ground Clearance	12.6 in. (max), 11.6 in. (std)

Fuel Capacity	7.9 gal.
Turning Radius	16.0 ft.
Cargo Bed Dimensions (LxWxH)	42.7 x 53.7 x 11.0 in. (3-person)22.0 x 53.7 x 11.0 in. (6-person)
Cargo Bed Capacity	999 lb. (3-person)350 lb. (6-person)(348 lb. for California models)
Load Capacity	1616.3 lb. (1263.5 for California models)
Seating Capacity	3-person (1 row), 6 person (2 row)
Towing Capacity	2000 lb.
Lighting	(2) Halogen headlights. (2) LED headlights

DETAILS

Overall Length	135.8 in.
Overall Width	64.0 in.
Overall Height	80.9 in.
Curb Weight	1966.9 lb. (1969.1 CA)*
Wheelbase	92.3 in.
Instruments	Multi-function display includes digital speedometer, fuel gauge, odometer, hour meter, clock, dual trip meters, 2WD/4WD indicator, water temperature warning indicator, oil pressure warning indicator, fuel injection warning indicator, CVT and EPS warning indicators, neutral, reverse and parking indicators, seatbelt reminder lamps
Wheel Type	Alloy
Color Choices	Metallic Titanium
Warranty	Kawasaki Strong 3-Year Limited Warranty
Kawasaki Protection Plus™ (optional)	12, 24, 36, or 48 months

Scan with camera to view videos, key features and more.



*Curb weight includes all necessary materials and fluids to operate correctly, full tank of fuel (more than 90 percent capacity) and tool kit (if supplied). All MULE™ PRO Series side x side's Rollover Protective Structure (ROPS) meets the performance requirements of ISO 3471. KAWASAKI CARES: Read Owner's Manual and all on-product warnings. Always wear protective gear appropriate for the use of this vehicle. Never operate under the influence of drugs or alcohol. Protect the environment. The Kawasaki MULE™ side x side is an off-highway vehicle only, and is not designed, equipped or manufactured for use on public streets, roads or highways. Obey the laws and regulations that control the use of your vehicle. ©2023 Kawasaki Motors Corp., U.S.A. Specifications subject to change. Visit Kawasaki.com for full product details.



2024 PIONEER 1000-6 DELUXE CREW SPECIFICATIONS*

ENGINE	
Engine Type	999cc longitudinally mounted liquid-cooled twin-cylinder four-stroke
Bore And Stroke	92.0mm x 75.2mm
Valve Train	Unicam® SOHC; four valves per cylinder
Compression Ratio	10:1
Induction	Programmed Fuel Injection (PGM-FI); 44mm throttle body
DRIVE TRAIN	
Transmission	Fully automatic Dual Clutch Transmission (DCT) with six forward gears, reverse, high/low subtransmission and paddle shifters; four drive modes (2WD, 4WD, Turf and Differential Lock); three shift modes (Standard, Sport, and Manual)
Driveline	Direct front and rear driveshafts
CHASSIS SUSPENSION BRAKES	
Front Suspension	Independent double-wishbone; 10.5-inch travel
Rear Suspension	Independent double-wishbone; 10.0-inch travel
Front Brake	Dual 210mm discs
Rear Brake	Dual 210mm discs
Front Tires	27 x 9-14
Rear Tires	27 x 11-14
DIMENSIONS	
Length	152.2 inches
Width	63.0 inches
Height	76.1 inches
Wheelbase	115.2 inches
Bed Capacity	1000 pounds (49 states); 600 pounds (CA model)
Towing Capacity	2500 pounds
Ground Clearance	12.6 inches
Turning Radius	18.7 feet
Curb Weight	1936 pounds - Includes all standard equipment, required fluids and full tank of fuel.
Fuel Capacity	7.9 gallons, including 1.7-gallon reserve
OTHER	
Safety	Recommended for Drivers 16 years of age and older.
Available Colors	Avenger Red, Black Forest Green, TrueTimber® Atera Camo
Model ID	SXS10M6D
FACTORY WARRANTY INFORMATION	
One Year Included	Transferable, limited warranty
Optional Extended	Extended coverage available with a HondaCare® Protection Plan

*All figures are preliminary and subject to change.

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THE GOLDILOCKS SIDE-BY-SIDE

In a world where everything seems to be getting bigger, more complicated and more expensive, the Honda Pioneer® 700 makes more sense than ever. Loaded with features, it sits smack in the middle of our SxS lineup, but punches way above its weight. And for 2024 it even comes in three great trim levels: our “standard” model (if you can call a SxS with this many features “standard”), the Pioneer 700 Deluxe (with Electric Power Steering, paddle shifters, aluminum wheels, bed lights, and a 12-volt accessory outlet) and our Pioneer 700 Forest edition (with a pre-installed Warn VRX45 Winch, Electric Power Steering, paddle shifters, aluminum wheels, more under-dash storage, and much more). All three feature tilt beds and the same 675cc engine. Check out our four-person Pioneer 700-4 lineup if you want to bring more passengers along for the ride.

PIONEER 700 IS ONLY FOR DRIVERS 16 YEARS AND OLDER. MULTI-PURPOSE UTILITY VEHICLES(SIDE-BY-SIDES) CAN BE HAZARDOUS TO OPERATE. FOR YOUR SAFETY, DRIVE RESPONSIBLY. ALWAYS WEAR A HELMET, EYE PROTECTION AND APPROPRIATE CLOTHING. ALWAYS WEAR YOUR SEAT BELT, AND KEEP THE SIDE NETS AND DOORS CLOSED. AVOID EXCESSIVE SPEEDS AND BE CAREFUL ON DIFFICULT TERRAIN. READ THE OWNER'S MANUAL BEFORE OPERATING THE VEHICLE. NEVER DRIVE AFTER CONSUMING DRUGS OR ALCOHOL, OR ON PUBLIC ROADS. DRIVER AND PASSENGERS MUST BE TALL ENOUGH FOR SEAT BELT TO FIT PROPERLY AND TO BRACE THEMSELVES WITH BOTH FEET FIRMLY ON THE FLOOR. PASSENGER MUST BE ABLE TO GRASP THE HAND HOLD WITH THE SEAT BELT ON AND BOTH FEET ON THE FLOOR. RESPECT THE ENVIRONMENT WHEN DRIVING. Pioneer®. Phantom Camo® are registered trademarks of Honda Motor Co., Ltd. ©2023 American Honda Motor Co., Inc.



2024 Pioneer 700/ Deluxe/Forest



Pioneer 700

-  AVENGER RED
-  BLACK FOREST GREEN
-  SANDSTONE BEIGE



Pioneer 700 Deluxe

-  AVENGER RED
-  KRYPTON GREEN



Pioneer 700 Forest

-  Honda PHANTOM CAMO®

ELECTRIC POWER STEERING (EPS)

Our Honda Electric Power Steering has always been a groundbreaking innovation, and it's even better this year. How? We've given it a new next-generation brushless motor, and improved the return-to-center function. (Available on Pioneer 700 Deluxe and Pioneer 700 Forest)

AT/MT MODE AND PADDLE SHIFTERS

With the Honda Pioneer 700 Deluxe and Pioneer 700 Forest, you can let the automatic transmission shift for you, or you can take charge and choose which gear you want for yourself via the steering column mounted paddle shifters—you can even shift from auto to manual (AT to MT) on the fly!

RUGGED 675cc LIQUID-COOLED ENGINE

Prepare to go further than ever before. Our refined chassis enables you to tackle terrain others would shy away from, with larger tires, long-travel independent front and rear suspension and huge ground clearance. The rubber-mounted engine and exhaust system helps insulate against excessive vibration for an improved riding experience.

INSTURMENT DISPLAY

Our Pioneer 700's instrument display features an LCD screen that's twice the size of the previous unit with larger text and more information. The whole unit tilts along with our tilt wheel too, making it easier to read.





2024 Pioneer 700 / Deluxe/Forest



PIONEER 700



PIONEER 700 Deluxe



PIONEER 700 Forest

	PIONEER 700	PIONEER 700 Deluxe	PIONEER 700 Forest
ENGINE TYPE	675cc liquid-cooled single-cylinder four-stroke	675cc liquid-cooled single-cylinder four-stroke	675cc liquid-cooled single-cylinder four-stroke
BORE AND STROKE	102.0mm x 82.6mm	102.0mm x 82.6mm	102.0mm x 82.6mm
INDUCTION	Fuel Injection (PGM-FI); 40mm throttle body	Fuel Injection (PGM-FI); 40mm throttle body	Fuel Injection (PGM-FI); 40mm throttle body
VALVE TRAIN	OHC; four valves per cylinder	OHC; four valves per cylinder	OHC; four valves per cylinder
CLUTCH	Automatic	Automatic	Automatic
COMPRESSION RATIO	9.2:1	9.2:1	9.2:1
TRANSMISSION	Automotive-style automatic transmission with hydraulic torque converter; three forward gears and reverse. Three drive modes include 2WD, 4WD and 4WD with differential lock. AT/MT modes with paddle shifting on the Deluxe and Forest models.	Automotive-style automatic transmission with hydraulic torque converter; three forward gears and reverse. Three drive modes include 2WD, 4WD and 4WD with differential lock. AT/MT modes with paddle shifting on the Deluxe and Forest models.	Automotive-style automatic transmission with hydraulic torque converter; three forward gears and reverse. Three drive modes include 2WD, 4WD and 4WD with differential lock. AT/MT modes with paddle shifting on the Deluxe and Forest models.
DRIVELINE	Direct front and rear driveshafts	Direct front and rear driveshafts	Direct front and rear driveshafts
FRONT SUSPENSION	Independent double-wishbone; 7.9-inch travel	Independent double-wishbone; 7.89 inch travel	Independent double-wishbone; 7.9 inch travel
REAR SUSPENSION	Independent double-wishbone; 9.1-inch travel	Independent double-wishbone; 9.1 inch travel	Independent double-wishbone; 9.1 inch travel
FRONT BRAKES	Dual 200mm hydraulic discs	Dual 200mm hydraulic discs	Dual 200mm hydraulic discs
REAR BRAKES	Single 170mm hydraulic disc	Single 170mm hydraulic disc	Single 170mm hydraulic disc
FRONT TIRES	25 x 8-12	25 x 8-12	25 x 8-12
REAR TIRES	25 x 10-12	25 x 10-12	25 x 10-12
LENGTH	114.8 inches	114.8 inches	115.2 inches
WIDTH	59.9 inches	59.9 inches	60.0 inches
HEIGHT	77.6 inches	77.6 inches	77.4 inches
WHEELBASE	76.8 inches	76.8 inches	76.8 inches
BED CAPACITY	1000 pounds	1000 pounds	1000 pounds
TOW CAPACITY	1500 pounds	1500 pounds	1500 pounds
CURB WEIGHT	1292 pounds (Includes all standard equipment, required fluids and a full tank of fuel)	1303 pounds (Includes all standard equipment, required fluids and a full tank of fuel)	1358 pounds (Includes all standard equipment, required fluids and a full tank of fuel)
FUEL CAPACITY	8.1 gallons, including 1.5-gallon reserve	8.1 gallons, including 1.5-gallon reserve	8.1 gallons, including 1.5-gallon reserve
TURNING RADIUS	14.8 feet	14.8 feet	14.8 feet
GROUND CLEARANCE	10.8 inches	10.8 inches	10.4 inches

One Year Included Transferable, limited warranty
Optional Extended Extended coverage available with a HondaCare® Protection Plan



Davis Service Center, Inc

Honda Yamaha KTM Kawasaki Suzuki

251

2380 East Main Street Ph: 970-249-8161
Montrose, CO 81401 Fax: 970-249-8430
www.davisservicecenter.com

August 13th, 2024 **QUOTE VALID UNTIL EXISTING 2024 MODELS ARE SOLD-OUT**

To: Nicki Gisoldi
Town of Paonia, Colorado
Phone: 970-250-3796
E-mail: ngisoldi_pw@townofpaonia.com

From: Brett Connelly-GSA/ Fleet Sales Manager
Davis Service Center
2380 East Main Street
Montrose, Colorado 81401
Phone: 970-249-8161
Fax: 970-249-8430
E-mail: GSA@dsc2380.com

GSA PRICE

2024 Kawasaki Mule PRO-FXT 1000 LE Titanium Ranch Edition
6-person 4x4 Utility Vehicle-Metallic Titanium color.....\$18,000.00*
*3-year warranty, includes top, winch LED lighting

2024 Honda Pioneer 700 Deluxe 2-person 4x4 Utility Vehicle
w/power-steering #SXS700M2DR-Red color.....\$12,000.00*
Snow plow capable, paddle shift or automatic modes

2024 Honda Pioneer 1000-6 Deluxe Crew 6-person 4x4 Utility
Vehicle #SXS10D-True Timber Atera Camo color.....\$20,500.00*
*2500lb towing, power-steering

We are a veteran/ woman-owned, small business. We sell Honda, Kawasaki, Suzuki and Yamaha products and accessories under GSA contract #GS03F103DA. This quote is for three (3) different 4x4 Utility Vehicles per your request. Although the Pioneer 700 Deluxe is snow-plow capable, lacking a low-range setting would put unnecessary stress on the drive train in deeper snow. We do have a Kawasaki 700 model that would be much more suited for plow usage at your elevation with the snowfall you normally receive. I have attached specs for the Kawasaki Mule PRO-MX EPS model for your review, and would be glad to follow-up with a price quote if you would like. The Kawasaki Mule PRO-FXT 1000 LE Ranch model is the most capable of the models you are requesting. It excels at snow removal, even in the deepest snow and coldest weather, and already comes with a hard top roof, Warn 4500# remote-controlled winch, LED lighting and a 3-year manufacturer warranty. I have attached a copy of our GSA information as well as specifications of the models we are quoting. Please call me if you have any questions or need additional information. Thank you, Brett Connelly-GSA Sales Manager. Davis Service Center-Montrose, Colorado. (970) 249-8161.



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Agenda Item #19 Consideration of sending a request to DOLA for an extension on Grant EIAF - A0232, Comprehensive (Master) Plan Update
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.23.2024
BACKGROUND:	The Planning Commission is diligently working on reviewing and revising the final draft received from Phoenix Rising Resources, but it will not make the deadline to finalize the document by 9/30/2024. DOLA has sent instructions on what it would take to consider an extension of the grant and they are found in an attachment. It will require a letter signed by the Chief Elected Official to get consideration of an extension. DOLA has given no comment on whether or not it will consider a second extension of the grant.
BUDGET:	Could cost up to \$25,000 if the Town does not comply with DOLA requirements and is forced to pay back funds already reimbursed.
RECOMMENDATION:	<p>RECOMMENDED MOTION:</p> <p>I Move to approve a request an extension from DOLA to extend Grant A 0232, Comprehensive Master Plan Update for 12/31/2024.</p>
ATTACHMENT:	Attachment A: Email from Ted Gentzler_DOLA Requirements on Extension for Comprehensive Plan Updates

From: Gantzer - DOLA, Ted <ted.gantzer@state.co.us>
Sent: Monday, August 5, 2024 9:35 AM
To: Samira V <SamiraV@townofpaonia.com>; Leslie <leslie@townofpaonia.com>; Mary B <maryb@townofpaonia.com>; Stefen Wynn <StefenW@townofpaonia.com>; Hlavac - DOLA, Dana <dana.hlavac@state.co.us>
Subject: Expiring/EXT Request - A-0232

Hi

The contract for [EIAF - A0232], the [Paonia Comprehensive Plan Update], is due to expire [09/30/2024]. You will have 90 days to complete the close out of your grant once it expires; however, all billable expenses and work will need to be completed **prior** to the expiration date in order to be eligible for reimbursement.

If you do not think this is sufficient time to complete the work, we will need an email from your Chief Elected with a letter attached. You will need to be up to date with your Quarterly reports in the Portal before we can move forward with any changes. https://dola.colorado.gov/grants_portal/

The letter needs to meet the following criteria and include the following information:

- Be on official letterhead (digital template is fine)
- Be signed by the chief elected official or a designated individual with signature authority (digital signatures are fine)
- Program acronym, project number, and project name (see subject line above)
- Provide specific reasons why the Project/Work could not be completed in the original (or previously amended) time schedule, new requested expiration date (one year is suggested), and approximate percentage complete.

Please feel free to contact me with any questions or for additional assistance.

Best,

--

Ted Gantzer

Local Government Services

P 970.290.2381 | F 303.353.0751

1313 Sherman St., Room 521, Denver, CO 80203

ted.gantzer@state.co.us | www.colorado.gov/dola