

1  
2  
3  
4 **New Castle Town Council Meeting**  
5 **Tuesday, May 20, 2014, 7:00 p.m.**  
6

7 **Call to Order**

8 Mayor Gordon called the meeting to order at 7:00 p.m.  
9

10 **Pledge of Allegiance**

11  
12 **Roll Call**

13 Present Councilor Means  
14 Councilor Riddle  
15 Councilor Metzger  
16 Mayor Gordon  
17 Councilor Breslin  
18 Councilor Leland  
19 Councilor Stuckey  
20

21 Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody  
22 Harrison, Interim Police Chief Tony Pagni, Town Planner Tim Cain, Town Attorney David  
23 McConaughy  
24

25 **Meeting Notice**

26 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
27 accordance with Resolution TC-2014-1.  
28

29 **Conflicts of Interest**

30 There were no conflicts of interest.  
31

32 **Agenda Changes**

33 Town Administrator Tom Baker asked the council to remove the Carpenter Lease item and  
34 Resolution TC-2014-18 from the consent agenda to the regular agenda. The council  
35 agreed.  
36

37 **Citizen Comments on Items not on the Agenda**

38 There were no citizen comments.  
39

40 **Consultant Reports**

41 Consultant Attorney – present for agenda items

42 Consultant Planner – not present

43 Consultant Engineer – Town Engineer Jeff Simonson told the council that Dan Roussin of  
44 CDOT gave his informal approval to begin advertising for bids for the pedestrian bridge  
45 project. The bids will come to council for a decision on July 1, 2014. Work is expected to  
46 begin mid-July.  
47

48 **Items for Consideration**  
49

1 Recess council, convene as Local Liquor Authority

2 **MOTION: Councilor Breslin made a motion to recess council and convene as the**  
3 **local liquor licensing authority. Councilor Riddile seconded the motion and it**  
4 **passed unanimously.**

5  
6 **Consider Approving a Special Event Liquor License for the Garfield County**  
7 **Library Foundation - A Taste of New Castle Event**

8 Town Clerk Melody Harrison introduced Amelia Shelley, Director of Garfield County Public  
9 Library District and President of the Garfield County Public Library Foundation, Inc. Clerk  
10 Harrison described the liquor license application, explaining that the premises would be in  
11 the community center as indicated on the map in the application. Beer and wine will be  
12 served from 5:00 p.m. to 8:30 p.m. in conjunction with the Taste of New Castle event on  
13 June 12, 2014.

14 **MOTION: Councilor Riddile made a motion to approve the Special Event Liquor**  
15 **License application from the Library Foundation. Councilor Means seconded the**  
16 **motion.**

17 Mayor Gordon asked for public comments. There were no public comments.

18 **The motion passed unanimously.**

19  
20 Adjourn Local Liquor Authority, reconvene Council

21 **MOTION: Councilor Leland made a motion to adjourn the local liquor authority**  
22 **and reconvene council. Councilor Stuckey seconded the motion and it passed**  
23 **unanimously.**

24  
25  
26 **Bill Barrett Corporation, Oil and Gas Drilling Update**

27 Administrator Baker said that there had been a letter to the editor in the Post  
28 Independent regarding oil and gas drilling by Bill Barrett Corp. in the New Castle area. The  
29 letter created interest and concern, and Councilors Metzger and Riddile asked that the  
30 drilling activities be verified.

31 Administrator Baker introduced Doug Dennison, Government Affairs Liaison for the Bill  
32 Barrett Corporation.

33 Mr. Dennison confirmed said that the letter to the editor contained some misinformation.  
34 He felt that the way the Bureau of Land Management (BLM) released the project for public  
35 comment had been confusing as he had received many phone calls about it. He explained  
36 the application process for drilling on federal lands. The application in question was  
37 currently under an environmental assessment with the BLM, and if approved, they would  
38 then apply for the drilling permits. He said they had actually begun the application process  
39 with the BLM two years ago. Mr. Dennison said that his company had no plans to drill in  
40 Piceance Basin in 2014, but would begin development of plans for 2015. The project had  
41 no real nexus with New Castle as it was not near the town and none of the traffic  
42 associated with the project would use the New Castle exit, they will use the Mamm Creek  
43 Exit as designated by the official county haul route.

44  
45 **Consider Resolution TC-2014-18 - A Resolution of the Town of New Castle,**  
46 **Colorado, accepting conveyance of property to the town by Public Service**  
47 **Company of Colorado.**

48 Administrator Baker told the council that the exhibit to the resolution had changed from a  
49 bargaining and sale deed to a special warranty deed. Attorney McConaughy said that the

1 warranty deed was not yet signed, and that in approving the resolution, he asked that  
2 council allow staff to finalize the exhibit.

3 **MOTION: Councilor Leland made a motion to approve Resolution TC-2014-18 - A**  
4 **Resolution of the Town of New Castle, Colorado, accepting conveyance of**  
5 **property to the town by Public Service Company of Colorado, and providing town**  
6 **staff the authority to finalize exhibits to the resolution. Councilor Stuckey**  
7 **seconded the motion and it passed unanimously.**

8  
9 **Consider Carpenter Leasing (RAC Transport) CR 335 Trail Easement Agreement**

10 Attorney McConaughy explained that the easement would initially be a temporary  
11 construction easement, followed up by a deed based on an as-built survey. The owner  
12 said he wished to have his lawyer review the documents, so Attorney McConaughy asked  
13 that council approve the easement agreement with authority to staff to make minor edits.  
14 As proposed, this would be a gift to the town from RAC Transport.

15 **MOTION: Councilor Breslin made a motion to approve the Carpenter Leasing**  
16 **Easement Agreement, and providing staff authority to make minor edits as**  
17 **necessary. Councilor Riddile seconded the motion and it passed unanimously.**

18  
19 **Consider Resolution TC-2014-15 - Approving the Roaring Fork Transit**  
20 **Authority Conditional Use Permit for a Park and Ride**

21 Town Planner Tim Cain introduced the item. He told the council that the Park and Ride  
22 facility had been considered for a long time. He briefly described the application.  
23 Mike Hermes Director of Facilities with Roaring Fork Transportation Authority, Angela  
24 Kincaid, Director and Nick Sen, Project Engineer, introduced themselves to the  
25 council. They discussed the project with the council at length, including pedestrian access,  
26 landscaping, irrigation, site maintenance, screening, security and lighting, site drainage  
27 signage and off-street parking.

28 Planner Cain said there were a list of seven conditions in the staff report, and that staff  
29 recommended approval of the conditional use permit.

30 Attorney McConaughy asked the council to look at Resolution TC-2014-15 that was  
31 included in the packet. He noted that in the recitals it said that RFTA owned the property  
32 without loans or liens, and a title report had been received verifying such, and the  
33 condition was eliminated. He reviewed the conditions list for the council. He also reviewed  
34 the proposed intergovernmental agreement that essentially provided approval for the  
35 CUP. He said that a motion to approve the resolution would include the IGA.

36  
37 **MOTION: Councilor Leland made a motion to approve Resolution TC-2014-15 – A**  
38 **Resolution of the New Castle Town Council Approving a Special Use Permit for a**  
39 **Park and Ride Bus Facility. Councilor Breslin seconded the motion.**

40 Discussion: The council discussed when construction would begin. The project would go  
41 out to bid in July, and construction could begin in August. Landscaping would be done in  
42 the fall.

43 Attorney McConaughy pointed out a typo in the resolution title, and clarified that the  
44 council was approving the resolution, not recommending approval.

45 The council discussed the hydrology of the site, and RFTA confirmed to the council that  
46 the dry wells would work quite sufficiently

47 **The motion passed unanimously.**

## 1 **Colorado River Basin Water Plan**

2 Louis Meyer, Professional Engineer with SGM, introduced himself to the council. He gave a  
3 detailed power point presentation regarding the Colorado Water Plan. Mr. Meyer asked the  
4 council to please provide any feedback they had regarding the water plan.  
5

## 6 **High Trail Funding - Donation to Roaring Fork Outdoor Volunteers**

7 Administrator Baker told the council that the idea for the trail had come to council  
8 previously. Several councilors and members of Roaring Fork Outdoor Volunteers (RFOV)  
9 had walked the proposed site and felt it would be ideal for a high trail. RFOV had time in  
10 late September, 2014 or spring of 2015 to do the project, provided the town wished to  
11 work with them. The trail could also be completed by just town staff, or not at all.

12 Administrator Baker's recommendation was to go with RFOV for the September date,  
13 because the public works department was spread thin with regular work and projects for  
14 this year. He felt the staff could find the requested funding.

15 The council discussed the benefits of the trail.

16 MOTION: Councilor Leland made a motion to approve to reserve the September date with  
17 RFOV and to reserve funds for the project. Councilor Means seconded the motion and it  
18 passed with Councilor Metzger voting no.  
19

## 20 **Consent Agenda**

21 Minutes of the April 15, 2014 council meeting

22 Minutes of the May 6, 2014 council meeting

23 Resolution TC2014-16 Approving a Grant Agreement with FMLD for Alleyways and Asphalt

24 Resolution TC2014-17 - Approving a Grant Agreement with FMLD for Sidewalk Repair

25 Tap Fee Agreement - Sam Garcia - Hacienda El Patron

26 **MOTION: Councilor Leland made a motion to approve the consent agenda.**

27 **Councilor Riddile seconded the motion and it passed unanimously.**  
28  
29

## 30 **Staff Reports**

31 Town Administrator - Administrator Baker said the council was invited to attend a  
32 workshop with the school board on June 10, 2014 at 6:00 p.m. Councilor Leland  
33 suggested the council spend a few minutes at the next council meeting deciding what  
34 topics they wished to discuss with the school board so they were properly prepared.

35 Administrator Baker gave council members a small gift from the Roaring Fork Business  
36 Resource Center as a thank you for their support. He said that the town had won the  
37 grant from LiveWell for the community garden. Roaring fork business resource gift.  
38 Received livewell grant. Trail easement. Special Project Update.

39 Town Clerk - Clerk Harrison told the council that Mindy Andis, her deputy, would be  
40 attending clerk's school in Boulder in July. She said her office was following up on several  
41 legislative items that were passed in 2014 that will affect how the clerk's office does  
42 business, specifically regarding elections and open records requests. Clerk Harrison said  
43 that Leah Feeley had taken over full responsibility for utility billing at the beginning of  
44 April, and that Debbie Nichols had received her notary public certification.

45 Public Works Director - not present  
46

## 47 **Commission Reports**

48 Planning & Zoning Commission - nothing to report

49 Historic Preservation Commission - nothing to report

50 Economic Advisory Committee - nothing to report

1 Senior Programs - nothing to report

2 RFTA - nothing to report

3

#### 4 **Council Comments**

5 Councilor Leland said that he and Administrator Baker had met with a developer  
6 interested in building a sixty-room motel on the property West of River Park, towards the  
7 bridge. Because the condition of the economy did not currently support a new motel, the  
8 proposal was to build a high-end campground as a temporary use until the economy  
9 improved, perhaps as long as ten years. He said the developer would like to make a  
10 presentation to the council at the next meeting.

11 Councilor Leland said he had trouble with the conditional use item in the council packet,  
12 and that his tablet struggled opening it. He asked if there was another way to get the  
13 information. Administrator Baker said he should have monitored what Planner Cain was  
14 placing in the packet. Clerk Harrison said she could have put the packet in the DropBox  
15 differently, in individual documents, so that it was more user-friendly for tablet use.

16 Councilor Breslin said that he and Mayor Gordon attended the Oil and Gas Symposium and  
17 that it was very good. He thought they could compile their notes bring some of the  
18 information back to the council.

19 Councilor Metzger said she knew there was a meeting in Glenwood, but she had not  
20 written it down. Clerk Harrison said it was the CML meeting, Thursday 22<sup>nd</sup>

21 Councilor Metzger asked about the new website. Councilor Leland said that the website  
22 was going well, and that Ann had scheduled training for staff, which made him think it  
23 was getting close to finished. He said one of the final steps would be to proof-read all the  
24 pages. Administrator Baker said that the site was set for a beta test in June.

25 Councilor Metzger asked if there would be a prescription drug collection day like had been  
26 done before. Clerk Harrison said that she thought one of the hospitals had sponsored the  
27 collection day, and that she heard City Market was a collection point for unused  
28 prescription drugs. She said she would look into it and let council know what she found  
29 out.

30 Councilor Metzger recalled Chris Sadler saying he was working on a plan to reroute traffic  
31 at Walters Lane, across from the City Market center, because the intersection was so  
32 dangerous. She felt it should be considered, particularly since there was a trail and  
33 pedestrian bridge and eventually the roundabout. Administrator Baker agreed and said he  
34 would look into the issue.

35

36 **MOTION: Councilor Means made a motion to extend the meeting past 10:00 p.m.**  
37 **Councilor Metzger seconded the motion and it passed unanimously.**

38

39 Councilor Metzger asked if the town was working on the roundabout, and Administrator  
40 Baker said yes.

41 Councilor Riddile said that UPRR had removed the fencing along I-70, and it would be  
42 replaced with the new deer fencing.

43 Mayor Gordon complimented Councilor Breslin on his knowledge. He also said that the  
44 councilors were bringing some great ideas to council and that he liked it.

45

46 **MOTION: Mayor Gordon made a motion to adjourn. Councilor Metzger seconded**  
47 **the motion and it passed unanimously.**

48

49 The meeting adjourned at 10:04 p.m.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13

Respectfully Submitted,

---

Mayor Pro Tem Art Riddile

---

Town Clerk Melody Harrison

DRAFT

1  
2  
3  
4  
5 **New Castle Town Council Meeting**  
6 **Tuesday, June 3, 2014, 7:00 p.m.**  
7  
8

9 **Call to Order**

10 Mayor Gordon called the meeting to order at 7:00 p.m.  
11

12 **Pledge of Allegiance**  
13

14 **Roll Call**

15 Present	Councilor Means
	Councilor Riddile
	Councilor Metzger
	Mayor Gordon
	Councilor Breslin
	Councilor Leland
	Councilor Stuckey
22 Absent	None

23  
24 Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody  
25 Harrison, Human Resource Manager Mike Edgar, Town Attorney David McConaughy and  
26 members of the public.  
27

28 **Meeting Notice**

29 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
30 accordance with Resolution TC-2014-1.  
31

32 **Conflicts of Interest**

33 Councilor Stuckey stated that he had a conflict with the Warrior Acquisition item.  
34

35 **Agenda Changes**

36 Clerk Harrison said that the proclamation for the Fire Department and in honor of  
37 firefighters lost in the Storm King Fire would be moved to the front of the meeting. The  
38 council agreed.  
39

40 **Remembrance of Storm King**

41 Mayor Gordon asked the Colorado River Fire & Rescue members to introduce themselves  
42 to the council and members of the public. Present were Operations Division Chief Sean  
43 Mello, Battalion Chief Kevin Alvey, Lieutenant Jake Oldright and Firefighter-Paramedic  
44 Greg Garwood. Mayor Gordon read the proclamation aloud and presented a framed copy  
45 to the fire fighters. The council and audience applauded and thanked them for their  
46 service to the community.  
47  
48  
49

1 **Citizen Comments on Items not on the Agenda**

2 The Coal Ridge High School Destination Imagination Team Coordinator Karen Valenteen  
3 introduced the team members to the council: Garrett, James, Ruger, Sarah, India and  
4 Jorge. The team thanked the council for their support and gave an update on their success  
5 at finals, at which they placed 10th out of 69 in their category. The council congratulated  
6 them and thanked them for their hard work for the town.  
7

8 **Consultant Reports**

9 Consultant Attorney - Attorney McConaughy told the council that the town code required  
10 subdividers to pay a water rights dedication fee if they do not have water rights to donate.  
11 He explained some history of New Castle development and water rights, and how the  
12 \$6000.00 dedication fee came to be. He said he felt the amount was probably still a fair  
13 market price, and asked the council if they wanted his office to do some research and  
14 analysis to determine if the fee needed to be adjusted. After a brief discussion, Attorney  
15 McConaughy said he would find out from the town engineers of the fee seemed  
16 appropriate, and bring the item back to council for further discussion.

17 Consultant Planner – not present

18 Consultant Engineer – not present  
19  
20

21 **Items for Consideration**

22  
23 **Consider Direction to Staff Regarding Marijuana Businesses**

24 Attorney McConaughy explained the three ordinances the town had in place regarding  
25 medical marijuana, retail marijuana stores and other marijuana businesses. He said the  
26 moratorium expired august 1, 2014 and that if the council was considering approval of  
27 marijuana businesses, staff needed to begin work to accomplish it before the expiration  
28 date.

29 The council discussed it briefly. Councilors Metzger and Riddile felt the town would be a  
30 better place not allowing marijuana businesses. Councilor Means said that although he felt  
31 rather neutral on the subject of marijuana, he thought the tax benefits may be something  
32 to consider. Councilor Leland agreed with the staff report that said there was not enough  
33 time passed to determine the full impact of marijuana businesses. He felt a ban on retail  
34 Councilor Stuckey felt that there was not enough information on any of the marijuana  
35 issues to make a proper decision.

36 Come back with an ordinance  
37

38 **Warrior Acquisitions Discussion Regarding Warranty Work**

39 Councilor Stuckey asked to be recused. The council agreed and Councilor Stuckey left  
40 council chambers at 7:51 p.m.

41 Attorney McConaughy gave the council a brief history of the issues in Lakota, and  
42 explained that although staff was aware that Warrior had gone out to bid on the warranty  
43 work project, they had not posted a performance bond by July 1, 2013, as required.  
44 Warrior had offered alternative types of security such as facilities and property, but those  
45 things, although valuable, were not liquid assets and could not be used to pay for the  
46 work should the developer fail to perform the work.

47 David Reynolds, HOA representative for Lakota Canyon Ranch and resident of Lakota,  
48 spoke to the council and indicated there was concern and dissatisfaction amongst the  
49 Lakota residents because Warrior has failed to complete the warranty work. He said that

1 when he first looked at moving to Lakota, he spoke with Bob Gibson who told him that  
2 there was a list of nine items that were deficient in the subdivision, and were required to  
3 be corrected before any building permits would be issued. Mr. Reynolds said he has lived  
4 in Lakota for more than a year and none of the deficiencies have been corrected, yet  
5 Warrior has pulled numerous building permits. Although he did not feel it was necessary  
6 to 'go to war' with Warrior, he did feel that it was necessary to make certain the work was  
7 done. He said he wanted to be able to report to the Lakota residents and the HOA that the  
8 work would be completed. Mr. Reynolds said that he and the residents would like to see  
9 Lakota become the neighborhood it should be, the neighborhood the town agreed it would  
10 be.

11 He asked the council if the items listed in the default liens that Warrior inherited when  
12 they bought the property at auction had been negotiated away or if they still existed. He  
13 said that in his limited experience with Warrior Golf (not Bob Gibson) that they were very  
14 hard to do business with and very difficult to get money from. He encouraged the council  
15 require Warrior to complete the agreed-upon work because it was important to the  
16 residents, it was the cost of development and it would bring more people in. He asked the  
17 council to consider the residents and to keep the HOA involved.

18 Councilor Breslin said that none of the default items were negotiated away. Attorney  
19 McConaughy said that the only items the town released were the tap fee warranty and a  
20 debt amount of \$65k.

21 After a brief discussion, the council agreed that Warrior should be put on some kind of  
22 notice. Attorney McConaughy said the options were to hold up building permits; to hold  
23 certificates of occupancy; to record a document that would stop the sale of lots; a lawsuit  
24 for breach of contract; or revocation of vested rights. He recommended that council give  
25 Warrior notice that if the issue was not resolved by the next council meeting, that council  
26 would be voting to prevent lots sales and revoke building permits. That would give  
27 Warrior two weeks to present a solution. The council agreed.

28  
29 Mr. Reynolds told the council that there were piles of discarded asphalt and concrete  
30 sections left in Lakota that should be removed. Councilor Riddile said that there was also  
31 piles of rubbish on Eric Williams' property off Castle Valley Boulevard. Mayor Gordon said  
32 that the town could not provide enforcement on one developer and not the other.

33 Attorney McConaughy agreed, saying that Tim Cain, the town's code enforcement officer,  
34 should make contact with the property owners and require removal according to the  
35 town's code. The council directed Administrator Baker to have Tim Cain implement the  
36 rubbish abatement procedure.

37 Councilor Stuckey returned to chambers at 8:33 p.m.

### 38 39 **Presentation: Conceptual Idea for RV Park**

40 Robert Chatmis and Jim Wentzel introduced themselves to the council. They gave  
41 documents to the council members that outlined their conceptual plan for an RV park. The  
42 park is proposed to be located at the east corner of CR 335 and the I-70

43 Interchange/Colorado River Bridge, adjacent to River Park Condominiums. They will allow  
44 only self-contained recreational vehicles, no tents, as the park will not have bathrooms or  
45 shower facilities. Each proposed lot will be a gravel surface and each will have electricity,  
46 water and sewer hook-ups. A campground host will be on site for the season. The Park  
47 will have video surveillance system. The RV Park use could be in place as long as ten  
48 years, or until the economy would support a hotel. Mr. Chatmis and Mr. Wentzel both  
49 stated that a hotel/motel was the long-term goal for the location. They said they had not

1 made an offer on the property yet, pending the discussion with the Town Council to  
2 determine if their proposal would be received favorably or not. The council discussed the  
3 proposal with Mr. Wentzel and Mr. Chatmis and felt that the use may be a good use for  
4 the space, provided the applicants were serious about putting a permanent business there  
5 in the future. The council suggested that they could place time limits on the rv park use,  
6 and said that the applicants would be required to notify the neighboring residents of the  
7 proposal, and to seriously consider the impact of an RV Park on the neighboring  
8 residential use.

9 Mr. Chatmis and Mr. Wentzel agreed that the proposed RV Park should not interfere with  
10 the residential use next door, and said that the cost of the land was extraordinary for an  
11 RV Park, but not extraordinary for a hotel, and that the highest and best use would be a  
12 hotel. They told the council that as soon as they purchase the land, they would  
13 immediately begin the conditional use permit process.

14 The council thanked Mr. Chatmis and Mr. Wentzel.

### 17 **VIX Park Improvements as Recommended by the POSTR Committee**

18 Public Works Director John Wenzel told the council that the public works department was  
19 seeking approval from the council to make improvements to the ball field at VIX Park.

20 There is a group of volunteers willing to take on the labor and materials expense needed  
21 to enlarge the field. The field is small and only accommodates baseball for the youngest  
22 age group because the bases are only fifty feet. The volunteer group intends to increase  
23 the bases to seventy feet; to remove the infield grass; to install a backstop and dugouts  
24 and to remove the pitching mound. The improvements will make the field useable for  
25 older age groups, and will not interfere with soccer. There will be some expense to the  
26 parks department. The hard expenses may be as much as \$500, but the majority will be  
27 soft expenses: staff labor and equipment. The Parks, Open Space, Trails and Recreation  
28 Committee was in favor of the project.

29 The council was in favor of the project.

### 32 **Consider Topics for School District Meeting**

33 The council discussed the various topics they wished to discuss at the school board  
34 workshop. They also agreed to carpool to the meeting, and would meet at the town hall at  
35 5:30 on June 11.

### 37 **Consent Agenda**

38 May Bills of \$432,064.17

39 Elmer Suds Liquor License Renewal

40 **MOTION: Councilor Breslin made a motion to approve the consent agenda.**

41 **Councilor Riddile seconded the motion and it passed unanimously.**

### 43 **Staff Reports**

44 Town Administrator – nothing to report

45 Town Clerk – nothing to report

46 Town Planner – not present

47 Public Works Director – Director Wenzel told council about the projects that public works  
48 had in progress such as the Downtown Clean Up day; the floral baskets installed on the  
49 light poles in the downtown; the community garden had been started; a contractor was

1 hired to complete repairs to the water line in Elk Run; concrete demo work being done for  
2 sidewalk repairs and preparations for the community days event.

3 Director Wenzel explained that the problem with the pipe in Elk Run was that there was a  
4 section made of ductile iron that failed because of the soils. The public works crew fixed  
5 the leak, and subsequently had three more leaks, so a company was hired to replace the  
6 length of ductile iron pipe with class 900 PVC.

7 Councilor Metzger said she received a call from Kathy Kopf, who lives in Elk Run, who  
8 complained that they had been without water for three days. Councilor Metzger said she  
9 thought the town should put those residents up in a motel since they would be without  
10 services for that long. She said she called Mike Edgar because she did not know who else  
11 to contact, and he was very helpful. Her concern was that she did not know who was in  
12 charge over the weekend, and she felt that if there were an emergency, it would have  
13 been a bigger problem. Councilor Breslin suggested she could have contacted the mayor  
14 or any other council member. Mayor Gordon said calling Mike Edgar was appropriate.

15 Administrator Baker said it was part of his job to take phone calls from the council.

16 Councilor Riddile told Director Wenzel that since a pedestrian trail will be installed along  
17 CR 335, it may be beneficial to install warning signs near the disc golf course, warning  
18 golfers of the pedestrians and the walkers of the flying discs.

#### 19 20 **Commission Reports**

21 Planning & Zoning Commission – nothing to report

22 Historic Preservation Commission – nothing to report

23 Economic Advisory Committee – nothing to report

24 Senior Programs – nothing to report

25 RFTA – nothing to report

#### 26 27 **Council Comments**

28 Councilor Stuckey said he was pleased to note that there were some improvements being  
29 done on the golf course in Lakota.

30 Councilor Leland told the council that staff training for the new website would be on June  
31 25. He also said that he received a phone call from a reporter out of FT. Collins who was  
32 interested in doing a story on Burning Mountain. The council offered some resources for  
33 the story.

34  
35 **MOTION: Councilor Leland made a motion to extend the meeting past 10:00 p.m.**  
36 **Councilor Breslin seconded the motion and it passed unanimously.**

37  
38 Councilor Leland said he read an article about Denver, and they were advertising  
39 themselves as "park city" because they ranked 7th in the state for their parks per capita.  
40 He felt that New Castle should advertise themselves because New Castle had 11 parks for  
41 just 4500 residents.

42 Councilor Breslin said he and the mayor had attended the oil and gas symposium and  
43 none of the course materials promised were available, nor was there contact information  
44 or websites. He saw the importance of having up to date website information.

45 Councilor Breslin told the council that the governor had signed house bill 1275 allowing  
46 the Cameo power plant property the largest sports and shooting complex in the state. He  
47 felt was a great facility for Western Colorado. .

48 Councilor Breslin said Monk Dawson called and Mr. Dawson wanted to purchase the bridge  
49 decking material the town had obtained a few years ago. Director Wenzel said most of

1 that deck material had been sold or used, and only enough remained for a couple  
2 department projects. Councilor Breslin said he would let Mr. Dawson know that the  
3 materials were not available.

4 Councilor Metzger asked if there would be a Burning Mountain Festival this year. Clerk  
5 Harrison said she had not heard from anyone regarding that event. Administrator Baker  
6 said he had spoken with Ann Guettler who said she felt that the chamber was not being  
7 dissolved. Administrator Baker offered Randi Lowenthal's services to help plan the event if  
8 the chamber was still interested in holding it.

9 Councilor Metzger asked about senior housing project. Mayor Gordon said he had met  
10 with John Martin. A committee had been formed, and the organizational meeting will be  
11 on June 17.

12 Councilor Metzger ask about the plan with Walters Lane and the dangerous intersection,  
13 since the pedestrian bridge and roundabout were being planned. Administrator Baker said  
14 he would make sure the intersection was being considered in the plans.

15  
16 **MOTION: Councilor Riddile made a motion to adjourn. Mayor Gordon seconded**  
17 **the motion and it passed unanimously.**

18  
19 The meeting adjourned at 10:12 p.m.

20  
21 Respectfully Submitted,

22  
23  
24  
25  
26 \_\_\_\_\_  
27 Mayor Pro Tem Art Riddile

28  
29  
30 \_\_\_\_\_  
31 Town Clerk Melody Harrison  
32

# Memo

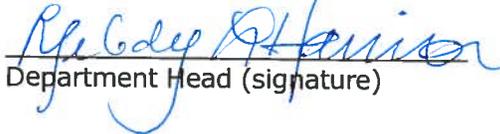
**To:** Town Council  
**From:** Melody Harrison  
**Date:** June 12, 2014  
**Re:** Directory of Fees - Amendment

---

**Recommendation:** Staff recommends adopting the revised Directory of Fees.

**Policy Implications:** Adopting the proposed fee schedule will bring the town into compliance with the State of Colorado statutes regarding specific fees charged by the town.

**Budget Implications:** The budget implications are minimal: The town has been charging the state fee of \$1000.00 for liquor licenses. The reduction of the research and retrieval fee will have almost no impact whatsoever because it is rare that staff has these types of requests.

  
Department Head (signature)

\_\_\_\_\_  
Finance Director (signature)

  
Town Administrator (signature)

\_\_\_\_\_ NO \_\_\_\_\_  
Consultant needed at Council Meeting?.

**Background:** In 2007 the State of Colorado adopted a fee schedule for liquor licenses, establishing specific fees for new license applications. These fees increased yearly until 2010 at which point the local licensing agency (the Town) was to be charging a fee of \$1000.00. The clerk's office has been charging applicants the correct amount; however, the directory of fees was not changed to reflect the last increase in the state-established fee schedule.

In 2014, HB 14-1193 was passed, setting limitations on the hourly rate a municipality may charge for research a retrieval in relation to public records requests.

**TOWN OF NEW CASTLE  
RESOLUTION NO. TC-2014-19**

**A Resolution of the New Castle Town Council Adopting Amendments to the Fee Schedule for the Town.**

WHEREAS, Town of New Castle Resolution 2014-03 adopted a schedule of fees for Town services; and

WHEREAS, due to changing circumstances, certain fees in the current fee schedule are not necessarily reflective of current conditions, and

WHEREAS, the Town Council wishes to adopt fees that reflect current conditions.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of New Castle, Colorado:

1. The Town Council adopts the foregoing recitals as findings of fact and determinations of the Council.
2. The Directory of Fees and Charges attached to this resolution as Exhibit A is adopted until such time as it is altered by resolution.

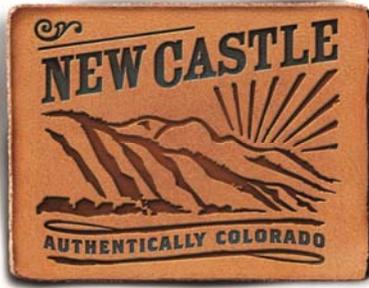
Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town of New Castle, Colorado, on June 17, 2014.

TOWN OF NEW CASTLE

\_\_\_\_\_  
Bob Gordon, Mayor

ATTEST:

\_\_\_\_\_  
Melody Harrison, Town Clerk



## **Town of New Castle**

# **Directory of Town Fees and Charges**

# **Directory of Town Fees and Charges**

## ***Table of Contents***

### **Section 1: Administrative Services**

A) Photocopying .....	1
B) Fax .....	1
C) Notary Public.....	1

### **Section 2: Animals**

A) Dog Licenses .....	2
B) Impound Fees .....	2

### **Section 3: Building Permits**

A) Valuation of Structures .....	3
B) Building Permit Fees .....	4
C) Plan Review Fees .....	4
D) Other Fees.....	5

### **Section 4: Business and Contractor Licensing**

A) Business Licenses .....	6
B) Contractor Licenses.....	6

### **Section 5: Cemetery.....**

### **Section 6: Historic Preservation.....**

### **Section 7: Land Development**

A) Annexation .....	10
B) Conditional Use/Special Review Use.....	10
C) Condominium .....	10
D) Floodplain Development Permit.....	10
E) Grading Permit .....	10
F) Lot Line Adjustment/ Dissolution .....	10
G) Lot Split .....	10
H) Mobile Home Park Permit .....	10
I) Planned Unit Development .....	10
J) Site Specific Development Plan (vested property rights).....	10
K) Subdivision .....	10
L) Variance .....	10
M) Zoning Amendment .....	10
N) Zoning – Rezoning .....	10
O) Interest on Delinquent Land Use Application Costs .....	10
P) Cash Payment in Lieu of Parkland Dedication .....	10

Q) Fee to Appeal to Board of Zoning Adjustment ..... 10

**Section 8: Liquor Licensing**

A) Application Fees..... 11  
B) Annual License Fees ..... 11  
B) Special Event Liquor Permits and Other Permits ..... 11  
C) Other Liquor-Related Applications ..... 12

**Section 9: Parks, Open Space, and Trails**

A) Recreational Facilities Development Fee ..... 13  
B) Private Encroachment Fee ..... 13  
C) Special Event Permit Fee..... 13  
D) Park Amenity Memorial Fees ..... 13

**Section 10: Police Department Fees**

A) Vehicle Identification Number Inspection ..... 14  
B) Fingerprints ..... 14  
C) Police Reports ..... 14  
D) Fire/Fireworks Ban Exemption Permit ..... 14

**Section 11: Public Works**

A) Fees for Use of Town Equipment ..... 15  
B) Fees for Use of Town Labor ..... 15

**Section 12: Sign Permits..... 16**

**Section 13: Streets and Rights-of-Way**

A) Right-of-Way Excavation Permits ..... 17  
B) Business Parking Space Licenses..... 17

**Section 14: Town Records**

A) Duplication..... 18  
B) Certification ..... 18  
C) Research and Retrieval ..... 18

**Section 15: Water, Sewer, and Trash Removal Services**

A) Utility Account Administration ..... 19  
B) Water Meters ..... 19  
C) Raw Water Service..... 19  
D) Fee in Lieu of Water Rights Dedication ..... 20  
E) Watershed Protection District Permit ..... 20  
F) Trash Removal Service..... 20

**Section 1: Administrative Services**

A) Photocopying

- 1) Customer documents
  - a) Black & white copies.....\$0.25 per page
  - b) Color copies .....\$0.50 per page
- 2) Town documents – see Section 14: Town Records

B) Fax

- 1) Send to local phone number .....\$0.25 per page
- 2) Send to long distance phone number .....\$0.50 per page
- 3) Receive .....\$0.25 per page

C) Notary Public

- 1) For Town residents..... no charge
- 2) For non-residents.....\$2.00 per document

**Source:** Resolution TC-2006-22

**Section 2: Animals**

**A) Dog Licenses**

- 1) Unneutered male or unspayed female .....\$18.00 per year
- 2) Neutered male or spayed female ..... \$7.00 per year
- 3) Guard dog.....\$25.00 per year

**B) Impound Fees**

- 1) Dog or cat..... \$40.00 plus actual impound costs
- 2) Other animal ..... \$40.00 plus actual impound costs

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
2A1 and 2A2	6.12.040	2009
2A3	6.12.130	1991
2B1	6.16.110	2004
2B2	6.16.120	2004

### Section 3: Building Permits

#### A) Valuation of Structures

The building valuation for all permit fees shall be based on the following table:

<i>Structure Type</i>	<i>Material</i>	<i>Cost per Square Foot</i>
Apartment Houses	Masonry	\$78.50
	Wood Frame	\$72.74
Auditoriums		\$77.88
Banks		\$111.78
Bowling Alleys		\$36.60
Churches		\$75.24
Convalescent Homes		\$102.89
Dwellings	Wood Frame	\$84.24
	Masonry	\$88.34
	Basement	\$21.15
Fire Stations		\$82.04
Homes for Elderly		\$81.56
Hospitals		\$129.27
Hotels & Motels		\$77.75
Industrial Plants		\$62.26
Jails		\$118.69
Libraries		\$118.69
Medical Offices		\$91.64
Offices		\$77.40
Private Garages	Wood Frame	\$22.16
	Masonry	\$24.98
	Car Ports	\$15.13
Public Garages		\$35.49
Public Buildings		\$95.15
Retail Buildings		\$57.58
Schools		\$81.33
Service Stations		\$57.43
	Canopies	\$30.61
Theaters		\$80.10
Warehouses		\$34.02
Decks & Porches		\$11.26
Commercial Tenant Improvements		\$16.39

B) Building Permit Fees

<i>Total Valuation</i>	<i>Fee</i>
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.65 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

C) Plan Review Fee.....65% of building permit fee

D) Other Fees

<i>Other Inspections</i>	<i>Fee</i>
Inspections outside of normal business hours (minimum charge 2 hours)	\$47.00/hr*
Re-inspection fees (minimum charge 1 hour)	\$47.00/hr*
Inspections for which no fee is specifically indicated (minimum charge ½ hr)	\$47.00/hr*
Additional plan review required by changes, additions or revisions to plans	\$47.00/hr*
For use of outside consultants for plan checking and inspections, or both	Actual cost**
*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	
**Actual costs include administrative and overhead costs.	
Basement finish on existing structure	\$250.00
Re-roofing of one building or structure	\$50.00
Lawn sprinkler	\$50.00
Fence	\$50.00
HUD Manufactured Home Installation Permit	\$375.00
HUD Manufactured Home Plan Review	\$275.00
Installation of mechanical appliances	\$60.00
Mechanical systems: addition, alteration or remodel (includes 2 inspections)	\$50.00
Mechanical systems: new construction residential or commercial	\$50.00
Water heater installation and inspection	\$60.00
Plumbing systems: new construction residential or commercial	\$50.00
Plumbing systems: addition, alteration or remodel (includes 2 inspections)	\$50.00

Source: Resolution TC-2007-12

## Section 4: Business and Contractor Licensing

### A) Business Licenses

1) General Business License ..... No Fee

2) Special Business Licenses

a) Adult Entertainment Establishment Licenses

Adult Entertainment Establishment License - Initial	\$1,000.00
Adult Entertainment Establishment Employee Permit - Initial	\$50.00
Adult Entertainment Establishment License - Renewal	\$400.00 per year
Adult Entertainment Establishment Employee Permit - Renewal	\$25.00 per year
Adult Entertainment Establishment License - Transfer	\$550.00

b) Arborist License .....\$25.00 per year

c) Special Event Business License..... No Fee

### B) Contractor Licenses

<i>License Type</i>	<i>Annual Fee</i>
Building Contractor License - General Unlimited - Initial	\$200.00
Building Contractor License - General Limited - Initial	\$100.00
Building Contractor License - Specialty - Initial	\$25.00
Building Contractor License - General Unlimited - Renewal	\$150.00
Building Contractor License - General Limited - Renewal	\$75.00
Building Contractor License - Specialty - Renewal	\$20.00
Public Works Contractor License - General - Initial	\$200.00
Public Works Contractor License - Earthwork/Paving Structure - Initial	\$150.00
Public Works Contractor License - Utilities/Pipeline - Initial	\$150.00
Public Works Contractor License - Concrete/Masonry - Initial	\$100.00
Public Works Contractor License - Blasting - Initial	\$25.00
Public Works Contractor License - Specialty - Initial	\$25.00
Public Works Contractor License - General - Renewal	\$150.00
Public Works Contractor License - Earthwork/Paving Structure - Renewal	\$115.00
Public Works Contractor License - Utilities/Pipeline - Renewal	\$115.00
Public Works Contractor License - Concrete/Masonry - Renewal	\$75.00
Public Works Contractor License - Blasting - Renewal	\$20.00
Public Works Contractor License - Specialty - Renewal	\$20.00

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
4A1 and 4A2c	Resolution TC2014-3	2014
4A2a	5.24.010E & 5.24.130D	2004
4A2b	12.16.180	1988
4B	5.12.020	1981 (initial Building Contractor Licenses) & 1998 (Building Contractor License renewals and Public Works Contractor Licenses)

**Section 5: Cemetery**

A) Burial Plots

- 1) For Town residents.....\$200.00 per plot
- 2) For non-residents.....\$400.00 per plot

**Source:**

Fee Directory Section	Municipal Code Section	Date Established
5A1 and 5A2	12.24.040	2001

**Section 6: Historic Preservation**

- A) Fee to Appeal Historic Preservation Commission  
Decision Regarding Acceptability of Application  
for Building or Demolition Permit..... \$35.00
- B) Fees to Administer Provisions of  
Municipal Code Chapter 15.44.....To be set by Town Council

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
6A	15.44.340	1998
6B	15.44.390	

## Section 7: Land Development

### A) Annexation

<i>Acreage</i>	<i>Fee</i>
Less than 5 acres	\$400.00
5 to 35 acres	\$1,000.00
Over 35 acres to 100 acres	\$2,500.00
Over 100 acres	\$5,000.00

- B) Conditional Use/Special Review Use Permit..... \$250.00  
 C) Condominium ..... \$250.00  
 D) Floodplain Development Permit..... \$100.00  
 E) Grading Permit ..... \$100.00  
 F) Lot Line Adjustment/ Dissolution ..... \$100.00  
 G) Lot Split ..... \$250.00  
 H) Mobile Home Park Permit ..... \$250.00

### I) Planned Unit Development\*

<i>Application</i>	<i>Fee</i>
Sketch Plan	\$400.00
Preliminary Plan or Master Plan	\$600.00
Final Plan	\$250.00

- J) Site Specific Development Plan (vested property rights)..... \$500.00

### K) Subdivision\*

<i>Application</i>	<i>Fee</i>
Sketch Plan	\$400.00
Preliminary Plat	\$600.00
Final Plat	\$250.00
Amended Plat	\$250.00
Minor Subdivision	\$250.00

- L) Variance ..... \$150.00  
 M) Zoning Amendment ..... \$250.00  
 N) Zoning – Rezoning ..... \$250.00  
 O) Interest on Delinquent Land Use Application Costs ..... 1.5% per month  
 P) Cash Payment in Lieu of Parkland Dedication..... \$120,000.00 per acre  
 Q) Fee to Appeal to Board of Zoning Adjustment ..... \$100.00

\*In the case of combined PUD/subdivision applications, only one fee shall be required.

### Sources:

Fee Directory Section	Municipal Code Section	Date Established
7A through 7G, 7I through 7K, 7M and 7N	16.08.060	2004
7H	17.80.030	2004
7L	16.08.060	2009
7O	16.08.070	2004
7P	16.24.040	2007 (Resolution TC-2007-24)
7Q	17.12.030	2007

## Section 8: Liquor Licensing

### A) Application Fees

1) New License .....	\$1000.00
2) New License with concurrent review by state .....	\$1000.00
3) Transfer of Ownership .....	\$750.00
4) Annual Renewal .....	\$100.00

### B) Annual License Fees

1) Art License .....	\$41.25
2) Beer & Wine License .....	\$48.75
3) Brew-Pub License .....	\$75.00
4) Club License .....	\$41.25
5) Hotel & Restaurant License .....	\$75.00
6) Hotel & Restaurant License with optional premises .....	\$75.00
7) Liquor Licensed Drugstore .....	\$22.50
8) Optional Premises License .....	\$75.00
9) Racetrack License .....	\$75.00
10) Resort Complex License .....	\$75.00
11) Retail 3.2% Beer On Premises .....	\$3.75
12) Retail 3.2% Beer Off Premises .....	\$3.75
13) Retail 3.2% Beer On/Off Premises .....	\$3.75
14) Retail Liquor Store License .....	\$22.50
15) Tavern License .....	\$75.00
16) Vintner's Restaurant .....	\$75.00

### C) Special Event Liquor Permits and Other Permits

1) Alcohol Beverage Tasting Permit .....	\$25.00
2) Art Gallery Permit .....	\$25.00
3) Art Gallery Renewal Application .....	\$25.00
4) Bed & Breakfast Permit .....	\$25.00
5) Fermented Malt Beverage – Public Event Permit .....	To be set by Town Administrator
7) Mini Bar Permit with Hotel/Restaurant license .....	\$325.00
8) Special Events Permit (Liquor) .....	\$25.00
9) Special Events Permit (3.2%) .....	\$25.00
10) Temporary Permit .....	\$100.00

### D) Other Liquor-Related Applications

1) Addition of related facility permits to existing Resort Complex License .....	\$100.00
2) Change of Location .....	\$750.00
3) Corporate/LLC Change .....	\$100.00 per person
4) Hotel/Tavern Manager's Registration .....	\$75.00
5) Late Renewal Application .....	\$500.00

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
8A1 through 8A4, 8B1 through 8B16, 8C2 through 8C5, 8C7 through 8C10, and 8D1 through 8D5	Resolutions 191 and 337	Contact Colorado Department of Revenue, Liquor Enforcement Division, for details
8C1-3	Resolution TC2014-3	2014
8C6	9.28.010	1983
8C8-9	Resolution TC2014-3	2014

**Section 9: Parks, Open Space, and Trails**

- A) Recreational Facilities Development Fee ..... \$500.00
- B) Private Encroachment Permit
  - 1) Application Fee ..... \$150.00
  - 2) Fee to maintain property encroached upon ..... To be set by Town Administrator
- C) Special Event Permit Fee ..... To be set by Town Council
- D) Park Amenity Memorial Fees..... To be set by Town Council

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
9A	15.40.040	2000
9B	12.20.100	2009
9C	12.20.100	2008
9D	Resolution TC-2008-3, Sections 2.II.B.1 & 2.II.B.3	2008

**Section 10: Police Department Fees**

- A) Vehicle Identification Number Inspection
  - 1) For Town residents..... \$20.00
  - 2) For non-residents..... \$30.00
- B) Fingerprints
  - 1) For Town residents..... \$20.00
  - 2) For non-residents..... \$30.00
- C) Police Reports
  - 1) For first 2 pages .....\$5.00
  - 2) For each page following first 2 pages .....\$1.25
- D) Fire/Fireworks Ban Exemption Permit .....To be set by Town Council

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
10A, 10B and 10C	Resolution TC-2006-22	2009
10D	9.72.050	2008

**Section 11: Public Works**

**A) Fees for Use of Town Equipment**

- 1) Pickup Truck..... \$25.00 per hour
- 2) Flatbed Truck ..... \$30.00 per hour
- 3) Dump Truck ..... \$85.00 per hour
- 4) Backhoe .....\$100.00 per hour
- 5) Skidsteer ..... \$65.00 per hour
- 6) Street Sweeper.....\$100.00 per hour
- 7) Mini-Excavator..... \$85.00 per hour
- 8) Arc Welder/Acetylene Welder..... \$50.00 per hour
- 9) Trash Pump (small) ..... \$25.00 per hour
- 10) Trash Pump (large)..... \$45.00 per hour
- 11) Z-Trac Mower ..... \$45.00 per hour
- 12) String Trimmer .....\$35.00 per day
- 13) Chain Saw.....\$35.00 per day
- 14) Water Truck ..... \$85.00 per hour
- 15) John Deere Tractor ..... \$45.00 per hour
- 16) Town Dump Fee ..... \$100.00 per load
- 17) Landfill Fee..... ticket charge
- 18) Equipment Trailer.....\$50.00 per day
- 19) Hand Tools .....\$20.00 per day
- 20) Demolition Saw..... \$25.00 per hour
- 21) Fourwheeler ..... \$40.00 per hour
- 22) Pressure Washer ..... \$15.00 per hour

**B) Fees for Use of Town Labor**

- 1) Maintenance 2 Worker ..... \$35.00 per hour
- 2) Supervisor ..... \$45.00 per hour

**Source:** Resolution TC-2007-22

**Section 12: Sign Permits**

\$35.00 base fee, plus \$2.50 for each square foot of sign area

**Source:**

Fee Directory Section	Municipal Code Section	Date Established
12	15.32.250	2009

**Section 13: Streets and Rights-of-Way**

A) Right-of-Way Excavation Permits

1) Permit .....\$10.00 per square yard of right-of-way

2) Deposit.....\$90.00 per square yard of right-of-way

B) Business Parking Space Licenses .....\$20.00 per foot of curb

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
13A	12.04.030	2009
13B	10.16.040	2002

**Section 14: Town Records**

A) Duplication

1) Records in 8½ x 11 inch format ..... \$0.25 per page, plus  
Research & Retrieval Costs

2) Records in other formats.....Actual reproduction cost, plus  
Research & Retrieval Costs

B) Certification .....\$1.00 for each certificate and seal

C) **Research and Retrieval Costs..... \$30.00 per hour**

**Sources:**

Fee Directory Section	Municipal Code Section	Date Established
14A and 14B	Resolution TC-2006-22	2009
14C	Resolution TC-2014-19	2014

**Section 15: Water, Sewer, and Trash Removal Services**

**A) Utility Account Administration**

- 1) Administrative charge for ownership change ..... \$10.00
- 2) Administrative charge for adding tenant to account..... \$5.00
- 3) Utility hookup charge.....estimated costs of labor, materials, and other expenses incident to the installation of corporation stop, curb stop, curb box, meter, remote readout, and appurtenances, plus a 10 percent administration charge
- 4) Short check fee ..... \$15.00
- 5) Administrative charge for processing shutoff notice..... \$30.00
- 6) Delinquency charge on unpaid utility charges ..... 1%
- 7) Disconnect charge for delinquent accounts..... \$50.00
- 8) Reconnect charge for delinquent accounts ..... \$50.00
- 9) Charge to certify delinquent utility charges to County Treasurer ..... 10%
- 10) Disconnect charge for vacancy request..... \$15.00
- 11) Reconnect charge for vacancy request..... \$15.00
- 12) Reduced water charges for vacancy period.....\$12.50 per month plus charge for sewer maintenance and operations of \$4.20 per EQR
- 13) Reduced sewer charges for vacancy period .....\$16.25 per month, plus charge for sewer maintenance and operations of \$3.52 per EQR
- 14) Administrative charge for inactive water tap.....\$25.00 per year
- 15) Administrative charge for inactive sewer tap .....\$25.00 per year
- 16) Reconnection fee following disconnection for violation of watering restrictions..... \$50.00

**B) Water Meters**

- 1) Water meter and accessories (3/4-inch) ..... \$365.00
- 2) Water meter and accessories (1-inch) ..... \$475.00
- 3) Deposit for removal/testing of meter ..... \$75.00
- 4) Fee to reinstall water meter.....amount charged by licensed plumber pursuant to plumber’s contract with Town
- 5) Service charge for water meter by-passing, tampering or unauthorized metering.....\$1,000.00

**C) Raw Water Service**

- 1) For raw water diverted from East Elk Creek via Red Rock Ditch .....\$5.00 per month

per 2,500 square feet (or part thereof)  
of irrigated lawn or gardens

- 2) For raw water diverted from Colorado River via Colorado River Pumping Station .....\$7.50 per month per 2,500 square feet (or part thereof) of irrigated lawn or gardens

D) Fee in Lieu of Water Rights Dedication .....\$6,000.00 per Equivalent Residential Unit

E) Watershed Protection District Permit

- 1) Activity to take place on single-family residential property
  - a) Application fee ..... \$150.00
  - b) Deposit..... \$500.00
- 2) All other activity
  - a) Application fee..... \$500.00
  - b) Deposit.....\$1,500.00

F) Trash Removal Service

- 1) Users in owner-occupied residences occupied by one or more senior citizens .....\$13.50 per month
- 2) All other users .....\$15.50 per month

Sources:

Fee Directory Section	Municipal Code Section	Date Established
15A1 and 15A2	13.12.020	2007 (Resolution E-2007-2)
15A3	13.20.080	1981
15A4	13.12.060	2007 (Resolution E-2007-2)
15A5	13.12.080	2007 (Resolution E-2007-2)
15A6	13.12.080A	2000
15A7 and 15A8	13.12.130	2007 (Resolution E-2007-2)
15A9	13.12.140	2000
15A10 and 15A11	13.12.150	2007 (Resolution E-2007-2)
15A12	13.16.050A	2007 (Resolution E-2007-2)
15A13	13.16.050A	2009
15A14 and 15A15	13.16.050B	2007 (Resolution E-2007-2)
15A16	13.28.020	1995
15B1 and 15B2	13.12.030B	2009
15B3	13.12.030F	2007 (Resolution E-2007-2)
15B4	13.12.030	2009
15B5	13.12.030H1	2007 (Resolution E-2007-2)
15C	13.38.110	2007
15D	13.24.070	2007
15E	13.40.070	2009
15F	13.16.040	2009

**LIQUOR OR 3.2 BEER LICENSE  
 RENEWAL APPLICATION**

ELK CREEK MINING CO  
 PO BOX 589  
 NEW CASTLE CO 81647

Fees Due	
Renewal Fee	\$500.00
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
<b>Amount Due/Paid</b>	

Make check payable to Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

**PLEASE VERIFY & UPDATE ALL INFORMATION BELOW**

**RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE**

Licensee Name <b>ELK CREEK MINING LLC</b>		DBA <b>ELK CREEK MINING CO</b>		
Liquor License # <b>26265770000</b>	License Type <b>Hotel &amp; Restaurant (city)</b>	Sales Tax License # <b>26265770000</b>	Expiration Date <b>7/21/2014</b>	Due Date <b>6/6/2014</b>
Street Address <b>502 W MAIN NEW CASTLE CO 81647</b>				Phone Number <b>(970) 242 1336</b>
Mailing Address <b>PO BOX 589 NEW CASTLE CO 81647</b>				
Operating Manager <b>John Webber</b>	Date of Birth <b>3-17-71</b>	Home Address <b>66 Esther Ct Silt CO 81652</b>		Phone Number <b>970-618-0119</b>
<p>1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO                  Is the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <u>June 1st 2018</u></p> <p>2. Since the date of filing of the last annual application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  <b>NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS:</b> If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.</p> <p>3. Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>4. Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <u>DA Foodservice 08-88573</u></p> <p>6. <b>SOLE PROPRIETORSHIPS, HUSBAND-WIFE PARTNERSHIPS AND PARTNERS IN GENERAL PARTNERSHIPS:</b> Each person must complete and sign the DR 4679: Affidavit – Restriction on Public Benefits (available online or by calling 303-205-2300) and <b>attach a copy of their driver's license, state-issued ID or valid passport.</b></p>				

**AFFIRMATION & CONSENT**

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business <b>John R Webber</b>	Title <b>owner / MGR Manager</b>
Signature 	Date <b>4-16-14</b>

**REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY**

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. **THEREFORE THIS APPLICATION IS APPROVED.**

Local Licensing Authority For	Date
Signature	Title
	Attest