Minutes of the Board of County Commissioners Meeting, held on March 9, 2016 at 8:30 a.m. in the Commissioners Chambers, Alamosa County Services Center, 8900 Independence Way, Alamosa, CO 81101.

Members Present:

Darius Allen, Chair
Marianne Dunne, Vice-Chair
Mike Yohn, Commissioner
Gigi Dennis, County Administrator
Jason Kelly, County Attorney
Belina Ramirez, Deputy Clerk

Call the Meeting to Order

Pledge of Allegiance

Additions/Deletions to the Agenda

Approval of the Agenda

m/s Yohn/Dunne motion to approve March 9, 2016 Agenda
  Motion was approved unanimously.

Approval of the Minutes

m/s Dunne/Yohn motion to approve February 24, 2016 Minutes
  Motion was approved unanimously.

Bills/Obligations

m/s Dunne/Yohn motion to approve Bill/Obligations
  Motion was approved unanimously.

Public Comment

Jeff Otey spoke. He resides at 7758 Deer Run in Deer Valley. He would like to know if they will have a Public Forum to discuss the State report on Deer Valley Pit.

Jason Kelly probably not. They received some issues from CDPHE issues. Right now they are reviewing these. Any potential liability we need to keep confidential.

Jeff Otey stated he would like to get this addressed so the property values go back up.

Cleave Simpson spoke. The Rio Grande Water Conservation District will be moving into their new building beginning tomorrow and Friday. They will be open for business on Monday. Judge Swift signed for the creation of Subdistrict 2. They met with Assessor and Treasurer to outline what they could expect. The bulk is in Rio Grande but there is some 20 some parcels representing 10-15 individual
entities and one commercial operation. One other Subdistrict that will impact Alamosa will be ongoing and bigger than Subdistrict #2.

Gigi Dennis asked what they have planned for landscaping.

Cleave Simpson stated they have another phase for landscape which will be zeroscape. This will be native trees, shrubs, and rocks. This will not be completed until the end of April.

**Consent Agenda**

*County Treasurer’s Fund Report*

**m/s Yohn/Dunne motion to approve Consent Agenda**

Motion was approved unanimously.

**Public Hearing**

*Special Use Permit*

Rachel Baird and applicant Mitch Norris were present.

Commissioner Dunne thanked him for considering Alamosa. Have you done a RV Park in the past?

Mitch Norris stated this is his 1st RV venture.

Commissioner Dunne stated her concern is also the swimming pool with the water table. It says in the packet that you would be conservative.

Mitch Norris stated he met with Mike Gibson and he understands the water situation. Also he plans to provide shade with a shade cloth. He is sensitive to this and wants to work with everyone.

Commissioner Dunne stated Suzanne Beauchaine’s statement about the night lighting she also agrees this is one plus of looking at the stars. Is there something about night lighting in the code?

Rachel Baird stated there is an entire section in the Land Use Code to address lighting.

Commissioner Dunne stated he has done a good job planning.

Commissioner Yohn stated he knows you will impact the residences and Alamosa as a whole. We rely on Land Use tremendously. One citizen was concerned about property decreasing and another citizen commenting on increasing. He was concerned about Mr. Young’s proposal. He understands this as a refuge road. This is something they probably won’t be doing. CDOT determines the traffic and how it is accessed. Dust concern during construction will have to be monitored he is sure this will be minimal. It is an commercial area. He has two RV parks close to his residence and he doesn’t see any problems except access with the RV’s being large. They have asked CDOT and they are investigating. Wastewater Land Use is very vigilant about this. Have you looked at the other RV parks for sale?

Mitch Norris stated the one close to KOA. If they are going to bring in a RV off road. Big rigs can’t get in. The KOA can handle it but it doesn’t look like it. They want something with wide open space so they know they can get in and out.
Commissioner Yohn appreciates a drive-thru’s because he has stayed at few RV parks. Night lighting will be addressed.

Commissioner Allen stated they know what is in our Land Use code and what fits. This does fit in the codes. The dust factor it can be a problem. They can have this in the agreement as we do for the solar facilities. We can dictate whether they need abatement or not.

Rachel Baird stated we can add this as a condition. They can require mandatory wetting down which will increase water usage but just during construction. They can use the same wording from the solar farms.

Commissioner Allen stated the swimming pool and water are concerns. Whether from farming or other use. He asked Land Use for comments on regulations.

Rachel Baird stated Mr. Norris has had conversation with the Division of Water Resources which sent him to the Water Conservation. There is an email included in the packet which hit him hard. They asked him all the hard water questions. He had answers for each question. He has had these water conservation questions. He will continue working with them. The State’s scrutiny is a lot. The State has a handle on it. We trust them to do their job.

Commissioner Allen asked for Land Use comment on traffic.

Rachel Baird stated CDOT has been contacted. Owens lane is a private road. The proposed use is a change in use. An access permit the applicant has done. This proposed use could increase traffic. The changes would be the sole responsibility of the owner. This is based on the counts. They will always be watching the traffic counts. If exceeds the 10-20 car threshold he will be responsible. You do have to work with the neighbors for a shared private road.

Commissioner Allen stated he has seen a lot of RV parks. Will you have an onsite manager living full time?

Mitch Norris stated it will be him for now and in the foreseeable future he could sublet. There will be a permanent home.

Commissioner Allen asked Land Use to address the private road.

Rachel Baird stated when tracts were subdivided they put in a private cul de sac on Owens lane. They agreed the County will not take responsibility for the road. It is access for all three tracts. You do have to work with the neighbors if live on a private road. It is your responsibility as a homeowner.

Commissioner Allen asked if this was the Planning Commission discussion.

Rachel Baird stated there were discussion of concerns with water. The OWTS would have to be larger at that point then he was anticipating. All the planning commission stated this would hinder economic development if we put these restrictions. We have to regulate them to make safe but encourage them.

Ken Vanlwarden stated they allowed him to do this in phases. The existing will support the residential home. They would have to put individual septic for each phase. He will have a master plan for the entire development.
Commissioner Allen asked if the master plan was part of the recommendation from the planning commission.

Rachel Baird stated OWTS will be reviewed by CDPHE.

Commissioner Allen asked if there was any discussion on landscaping.

Rachel Baird stated yes he does want to plant trees. We are serious of our water issues. His initial proposal has been scaled back 50%. He is realistic. He has to buy augmentation water and it is costly.

Ervin Martinez asked if this was exempt the augmentation water.

Commissioner Allen stated the State sets the water regulations. He is has to comply with State regulations.

Ervin Martinez stated he spoke with Water Conservation because he is trying to figure out what to do with his property. They won’t even allow him to put a home without water regulations. How are they allowing an RV Park but not a home?

Commissioner Allen stated these issues will come out when he deals with augmented water.

Rachel Baird stated we don’t make those decisions. She read a letter from Division of Water Resources Pat McDermott.

Ervin Martinez stated the night lighting would be real distraction with lights lit up.

Commissioner Allen stated this is covered in Land Use Code.

Mitch Norris stated they are going to keep it dark. They will have internal rules.

Rachel Baird stated we can write this into the application.

Commissioner Yohn stated the addressed the swimming pool. KOA has a pool and it is appreciated by the travelers. They don’t have to fill it every day. They can re-use. Water is not our control.

Ken Vanlwarden stated we do have regulations on building of swimming pools so this will be covered with them. They are also inspected by the Health Inspector.

List of Exhibits

1. Special Use Application Checklist
2. Staff Report
3. Pre-Application Conference
4. Application
5. Receipt of Payment
6. Title Insurance
7. Deeds
8. Assessor Record
9. Receipt of Taxes Paid
10. Project Narrative
11. Site Plan
12. Water Documentation
13. Individual Sewage Disposal Permit
14. GIS Aerial View
15. List of Adjoining Property Owners
16. Letter to Neighbors
17. Public Notice for the Planning Commission
18. Public Notice of the BOCC
19. Notice to Applicant
20. Right to Farm and Ranch
21. Code of the West
22. Agency Courtesy Letters
23. CDOT Email Response
24. SLVWCD Response Letter
25. DWR Email with Applicant
26. Building Inspector Response
27. Email from Mike Gibson

Commissioner Yohn stated he would like to address dust abatement and night lights.

Jason Kelly stated in your motion you can add additional conditions. An additional provision of dust abatement as well as lighting. Also the issues of CDOT access if you would like.

Commissioner Yohn asked what timeframe you see opening up.

Mitch Norris stated before the summer he is hoping.

Commissioner Allen stated we take things serious here to make sure we do things right. We have guidelines.

m/s Yohn/Dunne approve the Special Use Permit with the conditions of dust abatement and the lighting issue

Motion was approved unanimously.

Alamosa County Land Use Department

The Land Use Department is requesting that the Board of County Commissioners consider establishing fees for three Land Use Application Types that are in our Land Use and Development Code but have not been used in the past. The three application types are: Floodplain Development Permit, Major Subdivision, and Planned Unit Development. This is the initial proposal for your consideration. I will bring a formal request to the Board after I published the new proposed fees.

The proposed fees are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Floodplain Development</th>
<th>Major Subdivision</th>
<th>Planned Unit Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>$150</td>
<td>$50/lot + $3000</td>
<td>$50/lot + $2000</td>
<td></td>
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</tbody>
</table>

The Comparable fees for the other counties in the San Luis Valley are as follows:
<table>
<thead>
<tr>
<th>County</th>
<th>Floodplain Development</th>
<th>Major Subdivision</th>
<th>Planned Unit Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conejos</td>
<td>N/A</td>
<td>$100/lot + $1000</td>
<td>$100/lot + $1000</td>
</tr>
<tr>
<td>Costilla</td>
<td>$750</td>
<td>$50/lot + $3000</td>
<td>$50/lot + $1500</td>
</tr>
<tr>
<td>Mineral</td>
<td>N/A</td>
<td>$100/lot + $1250</td>
<td>$100/lot + $1250</td>
</tr>
<tr>
<td>Rio Grande</td>
<td>N/A</td>
<td>$50/lot + $2000</td>
<td>$50/lot + $2000 (Small Scale) or</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$3000 (Large Scale)</td>
</tr>
<tr>
<td>Saguache</td>
<td>N/A</td>
<td>$25/lot + $1000</td>
<td>$25/lot + $1000</td>
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</tbody>
</table>

Commissioner Allen asked when the last time we addressed our fees.

Rachel Baird stated in 2007. We don’t have fees at all right now. They are so rare. We may never see one. We are looking at a development coming in so we need this in case.

Ken Vanlwarden stated the restrictions are becoming very strict in building in flood plains.

Commissioner Yohn stated we have quite an increase from nothing. He appreciates the foresight.

Ken Vanlwarden stated they had a river dance subdivision in 1998.

Rachel Baird stated this is the first notice. They will publish the fees and hold a public hearing next time.

**Alamosa County Clerk & Recorder**

Melanie Woodward and applicant Courtney Cortez were present. Courtney is wanting to purchase Dune View Spirits so she is requesting a transfer of ownership. She submitted the correct paperwork and fees. This will go to the State for approval. They will issue a temporary permit until the State approves this.

Courtney Cortez stated she has been managing this business for the owner Donnie Bautista. She enjoys working with the community. They meet their needs and concerns. She hopes to grow and improve the business.

Commissioner Yohn stated this is the American dream to become a business person and take on the responsibility. When they applied for the application there was opposition and since that there has been no complaints under her management. This license has not expired.

Melanie Woodward stated it will expire soon so she talked to the State and they said if it is in the process of completing the paperwork she can work on a temporary permit until the State approves it.

Commissioner Yohn stated we do not need to have a public hearing why are we doing it this way.

Melanie Woodward stated in the past as long as there were no violations and the store is operating with no complaints it didn’t have to be advertised or posted. The Inn of the Rio Grande went through court so this was a different situation where a public hearing was required.

Commissioner Dunne asked if she live there.

Courtney Cortez stated she lives outside of Mosca.

Commissioner Dunne stated the previous owners went through a lot to open it.
Melanie Woodward stated she asked if there were any complaints because the commissioners would be the first to hear.

Courtney Cortez stated we have won the opposer’s hearts over and they shop there now.

Jason Kelly asked if the ownership has transferred over.

Courtney Cortez stated she has signed the ownership lease and waiting for the transfer. They need to approve the temporary permit issuance also because you haven’t transferred ownership yet they have to approve temporary issuance of operation.

**m/s Dunne/Yohn motion to approve transfer of ownership of retail liquor license for Dune View Spirits and the temporary permit to continue operation of liquor license from previous owners to Courtney Cortez**

  Motion was approved unanimously.

_Rental Agreement_

Melanie Woodward stated every year for the past 7 years they have been renting the equipment from ES&S. This year the agreement is for both the Primary and General election.

Jason Kelly asked if the equipment meets the new rules for Election.

Melanie Woodward stated it has to be certified by the State before we can rent it.

Commissioner Yohn stated every year it changes so renting is an advantage because if purchased the equipment they would have to repurchase.

Commissioner Dunne asked a question on the Primary Elections. In 2002 the State decided no Primaries just go to Caucus. The citizens really want the Primaries back.

Melanie Woodward stated this wasn’t very cost effective that is why they did away with them and because of low participation. It costs around $20,000 to hold an Election. They have to go through everything such as equipment programed and ballots processing whether 50 or 1500 participate.

Commissioner Dunne stated it is important for people to participate. It is important to vote.

Melanie Woodward stated the Secretary of State is proposing universal equipment which will cost more.

**m/s Yohn/Dunne motion to approve ES&S Rental Agreement**

  Motion was approved unanimously.

_Local Events and Marketing District_

Jamie Greeman, Katherine Faz Great Sand Dunes Chief of Transportation, Ranger Danielle and Rob Oringdulph were present.

Jamie Greeman stated 2016 is an exciting year for the National Parks Service.

Katherine Faz stated they have seen over 300,000 visitors from all over the world. Over 102,000 in their visitor center alone. Due to the fees increase they have seen a revenue increase as well. We were on
Denver 9 News recently. If we see water running like last year and low gas rates we hope to see more tourists. It is 100 years for the National Park Service. We have planned a number of events to bring attention to this pivotal event. This year we have music and art. Without the community we wouldn’t be established as a National Park.

Jamie Greeman stated the community wouldn’t be the same without the Sand Dunes. We wouldn’t have near as much to offer. They have been thinking of what can we do to be part of this. The angle of Channel 9 news is we are part of the National Park system. We have seen a huge increase. It used to be about Mesa Verde. The top adventure in each state Sand Dunes is listed. They have gotten a huge amount of interest in the couple of years. We are a contender of recognition. This says a lot from the community and the Sand Dunes Park. She thought of about putting banners around town. This would show visitors and community what the Sand Dunes means to us. Pictures were shown to what the banners would look like. They will run parallel with Main St. so they can be seen with pedestrians and cars. CDOT was concerned about them sticking out on road so this works out better. There are so many aspects of the Sand Dunes that we don’t recognize so we talked about doing different images that represent the different aspects of the Sand Dunes. Originally we proposed 30 banners with 5 different images to be placed primarily downtown Alamosa. Would there be other places maybe Mosca and Hooper that we can hang these for the Celebration.

Commissioner Yohn stated it is an exciting year for the Sand Dunes. He would like the idea of including Mosca and Hooper. He would like to have them included.

Commissioner Dunne stated she would like to see it in each area. How much does a banner cost?

Jamie Greeman stated for each pole cost $200. The Marketing Board approved $6000. The City agreed to participate and maybe they will be able to do more. These brackets can be used again so it is investing.

Commissioner Dunne recommended having one at the Airport and maybe our turn here. She recommends to work with Gigi see what the County can finance a couple of more. It is not only for this celebration but it can be an investment for the future.

Commissioner Allen stated this is a fabulous idea. You go into other areas it creates excitement and creates economy. What a better way to showcase our community. He would do everything to support this. He would like to include Mosca and Hooper.

Ranger Danielle stated she likes the different images of the different aspects of the Park. She has been at the Rocky Mountain Park for three different summers.

Gigi Dennis asked if the board has only agreed to purchase 30 or are you asking the Board for more funding to print more.

Jamie Greeman stated kind of both. Initially they started with their board to purchase 30. They wanted to keep this open. With the City support is great to expand the supporting dollars. They would split it up more.

Commissioner Allen asked what costs to include Mosca or Hooper.

Jamie Greeman stated if the poles are up it could not cost as much.
Rob Oringdulph stated in Alamosa the poles they have counted 58-60 and only being able to do half. The City indicated to assist to do more poles. If the County address money to do more here and Hooper and Mosca. It would be very advantageous.

Commissioner Allen asked for how long are you going to have up.

Jamie Greeman stated they are hoping until October. With two weeks of production and approval hopefully the beginning of May.

Commissioner Allen asked if she has addressed the motel owners, do they know of this.

Jamie Greeman stated they haven’t talked to all of them. She only has contact for the General Managers where they offer their support but may not have the means.

Commissioner Allen suggested when you walk in the hotels he would like to see at the lobbies.

Jamie Greeman stated they can do a small version for them.

Commissioner Yohn stated even though motels/hotels are not coming financially forward but ultimately they are paying through tourism tax. They should be notified of what is planned. The Community Development Fund we could assist being reasonable. Is there possibility that the brackets could be used for other banners?

Jamie Greeman stated in the future years maybe Adams State could use for enrollment.

Gigi Dennis asked how the Commissioners can help kick off 100 years.

Katherine Faz stated the Official Birthday is August 25, 2016. It would be great to do some sort of photo opportunity with the Commissioners. The 1st event will be April 1st a special documentary on all National Parks. They will be in numerous parades this year.

**Board of Health**

1. **Core Services Updates**
   a. Assessment, Planning, and Communication
      i. Highlighted two main topics-need for continued funding for EPR programs and funding to address national opioid epidemic
   b. Vital Records & Statistics: no updates at this time.
   c. Communicable Disease Prevention, Investigation, and Control
      i. Community was interested in getting a syringe exchange program. Whatever proposal would have to go through Board for approval.
   d. Prevention and Population Health Promotion
      i. ACPHE will be submitting a letter of intent toward applying for some noncompetitive funds to help our Prevention Coalition.
   e. Emergency Preparedness and Response
      i. A team from the SLV will be speaking at the Emergency Preparedness Summit on April 26-27th in Loveland. Panels from Alamosa & Costilla County will talk about our experiences and lessons-learned.
      ii. Vulnerable populations in our emergency planning meeting on 2/11/16 was well attended with 70 participants.
f. Environment Health
   i. Working to register waste tire facilities throughout the Valley with the State.
   ii. Working our FDA Standards Grant
   iii. Lynnea attended the Colorado Directors of Environmental Health Quarterly meeting as part of our contract with CDPHE.
   iv. REH Technician Carol has become competent in RFE and Childcare inspections and now is inspecting on her own.

g. Administration and Governance: No updates at this time

2. Home Health Program
   a. A total of 208 patients in February; 194 active, 14 prospective.

3. Options for Long Term Care Program
   a. Program served a total of 449 clients in December, 14 of those are pending.

4. PCP Program
   a. PCP’s serving 95 clients; 3 are pending.

5. Financial Reports for January were provided.

Back into regular meeting

**Alamosa County Administrator**

**Local Marketing District Appointment**

We posted this position. We received 4 applicants. They interviewed the candidates. Now we are needing the Board to appoint one to the Local Marketing District Board.

Commissioner Yohn stated they had 4 qualified applicants. As a Community and Board member when they appoint a member they want it to be open to anyone who is interested. A lot of time these openings can’t be filled.

Commissioner Dunne stated they got to know about the 4 citizens interested. The Board will be good with whoever they chose. The other 3 applicants can be engaged.

Commissioner Allen appreciated those who applied. They are left with Danielle Van Veghten and Bethany Howell. The other two; one admitted they had too much to do already and the other didn’t realize Danielle was up for re-appointment and believed she was doing a good job.

Commissioner Yohn recommended to keep Danielle Van Veghten already having the experience. He appreciated Bethany applying and attending the meeting today.

Commissioner Allen appreciated Bethany and hopes she can still become involved. He would also support re-appointing Danielle. She has the experience and he received feedback from the Marketing Board.

Commissioner Dunne stated Danielle has done a good job. She appreciated the new prospective. She is glad Bethany met Jamie Greeman.

**m/s Yohn/Dunne motion to keep and re-appoint Danielle Van Veghten**

**Motion was approved unanimously.**
Project Manager Selection

Commissioner Allen stated it boiled down to two companies Sage Construction and NV5.

Commissioner Dunne stated this is the most important decision we will make. It is important that we get the very best that we can get on our budget and our capabilities, involving local contractors, and people as feasible. She would like to go with NV5. They have a good back support. There are things we need to learn that they could bring to this project and building. They worked with judicial buildings. They have been involved in moving inmates. This will be a good help to the Sheriff. They had enthusiasm and research of our project. They really know what our needs are. Another thing in their budget they would have the jail completed and the courthouse moved into by February 2018. It has to do with timing and the need is what this whole project is about. The environment is important to her and they have 12 LEED Certs. We worked hard with the Annex to get Silver. They did work on schools with Creede and Moffat so they know our community. They have worked with DOLA so this would free up our CFO. Sage is not able to do this. Our goal of local partnership they know this. They have experience with remodeling and working with the Historical Society. They have personal ties to the County because Sarah is local. They know local contractors and businesses. They have RFP ready to go. Things would get moving a lot faster. She called Creede Schools who had nothing but praise to say about them. They said they had great community outreach, used local carpenters, and local contractors. The subcontracting was done by the Valley. The heating and cooling was from Alamosa. The project was completed on time and on budget. They tracked the funds down to every penny. They saved the School District time and money and were easy to work with. They met all their expectations. She appreciated the work Larry did with the Annex building but the magnitude with this building needs a large project. It is a team approach. It is $488,596 all costs included. This is well in the lower end of their estimated cost. In the long run they would be able to move right away. No other projects have they worked full time with us.

Commissioner Yohn stated five responded and it came down to Sage and NV5. NV5 has the ability to start away, time commitment, history and experience with local jobs, commissioning from start to finish and LEED certified. Looking at Sage construction they can meet them also. Sage is truly local. We have dealt with them before. He has done projects for us on time and on budget. Accessibility Larry drives by the project every day. Annex building is the only project he has worked with him. He did an excellent job. The project next door is on time and budget and fit on campus. To find someone better they can’t find. He is able to bring local contractors together because alone the Contractors are not big enough but he will bring them in together. They both bring a lot to table. They have to be responsible to the citizens and to hire someone outside for $488,000. Larry’s price is $158,000 and he knows this is not the total cost but it won’t come to $480,000. Paying contractors on time is essential. Brittney has worked with Larry and they know what has to be complete. You don’t have to go to Denver to find the funds. This is more work for Brittney but help is coming. She is capable. The oversight more than anything with NV5 it is 1 day per week during preconstruction. Problems come up hourly. They said 3 1/2 hrs. is not a long way but if a problem arises Friday no one will come in until Monday.

Commissioner Allen stated we haven’t talked with each other prior. The RFP went to everyone and that is what they bid on.

Jason Kelly stated they gave a scope of what we are looking at and our deadline is subject to change.
Commissioner Allen stated Sage has worked on $17 million projects, Adams State University, and every Best school he has been involved in. To do this in 2 years he can’t see happening. Larry would be more sensitive to our climates than someone who will come in and make everyone work through the winter and the costs increase with that. Larry is on site on Saturdays, Sundays, and evenings. He would chose Sage. The other company he liked and they were very professional.

Brittney DeHerrera stated she worked with Larry over a 2 year period. He really looked out for the County. He put in more time that he didn’t charge us for. He was a watchdog and had expertise she doesn’t have experience in. He can stand ground when needed. It was a great work experience with him. She had nothing to complain about. It is a bigger project and bigger money but it is the same stuff and same mechanics. They need to rely more on County resources because it makes us more involved and more in the know.

Commissioner Yohn stated compare the Airport project and the Annex project. The Airport was outside the budget.

Brittney stated there was a huge disconnect with the Airport. It was running process through outside people. We had some issues with the Airport also.

Commissioner Dunne stated she can understand but the comparison isn’t fair. We didn’t have a Project Manager at Airport. We would like Brittney to do other things rather than finances with this project. If we have Sage we have three years to complete. She called NVS and asked if they are your sure they can be done in two years. They said they could. They have accountants. The Superintendent in Creede said the financial help they had was superb. Communication was superb, they could always get them on the phone from either member. If a problem arose they would come down. Larry was present during planning and she appreciated his work. We need a back-up team that is bigger. You have to add more time such as Attorney costs to get RFP going. LEEDs is very important. It is more than just a plaque we get. The technology is changing so fast that this company will be on that we could take advantage of. For one man that would be difficult.

Commissioner Allen stated once we make a decision what is the next process. Would we have the opportunity to meet with them to go through the details?

Jason Kelly stated they select the firm based on proposals but you can meet and reach contract terms. This would be based on cost, what is provided, and the scope of services. The goal is to get the RFP out. They can hold an Executive Session to meet contract terms.

Commissioner Yohn stated it is admirable to come to these two that have the same vision. Time to start and completion we don’t want to hold up on our part but no reason to rush. They are saving money by the timeline that would be best: to do rather than rush things. He looks at change orders as this gets costly so if we take two more months value wise it will be ahead. Sometimes they want to prefab things but you can do that here.

Commissioner Allen stated no one is saying you have to be out by a certain time. If come December and it is not cost effective then don’t have to work through the winter months.

Commissioner Dunne stated these decisions can be made with either firm. They need to really study the designs and ask questions which is important and she is not sure we have all that wisdom with Sage.
Commissioner Yohn stated we are confident. The Detention Center Sage knows and maybe that is where we have to focus first of laying out this project.

m/s Yohn/Dunne motion to select Project Manager as Sage Contractors subject to reach agreeable Contract for Services
   Motion was approved unanimously.

Alamosa County Attorney

Records Retention Policy

The Clerk & Recorder gave changes which he made to keep records 5 years. The Treasurer/Public Trustee signed up to use the State Manuel which he referenced approved and subject to State guidelines. He removed the references to Douglas County. He will send to the State Archives Office for approval then we will have it in place. If not covered in this policy it has to be by Statute to keep 3 years from when made.

m/s Dunne/Yohn motion to approve Records Retention Policy with changes that were made
   Motion was approved unanimously.

Worksession

The Local Foods Coalition is applying for a grant through Laura Jane Musser fund and is requesting a support letter. They are not committing the County to anything.

m/s Dunne/Yohn motion to support a letter to Laura Jane Musser Fund for Local Foods Coalition for the Environmental Initiative Program Grant
   Motion was approved unanimously.

Adjourn

There being no further business, the Regular Meeting of the Board of Alamosa County Commissioners was adjourned.

ATTEST:

Belina Ramirez, Deputy Clerk

Darius Allen, Chairman

Marianne Dunne, Vice-Chair

Mike Yohn, County Commissioner
Minutes of the Public Hearing for Special User Permit Mitch Norris was held on March 9, 2016 at 9:00 a.m. in the Commissioners Chambers, Alamosa County Services Center, 8900 Independence Way, Alamosa, CO 81101.

Members Present:
Darius Allen, Chair  
Marianne Dunne, Vice-Chair  
Mike Yohn, Commissioner  
Gigi Dennis, County Administrator  
Jason Kelly, County Attorney  
Brittney DeHerrera, Chief Financial Officer  
Belina Ramirez, Deputy Clerk

Rachel Baird, Ken Vanlwarden, and applicant Mitch Norris were present.

Proposal: The applicant, Mitch Norris, is proposing to operate a RV Park and Campground with 140 Campsites at maximum buildout at 7001 and 7002 Owens Lane, Alamosa, Colorado 81101.

Legal description: A tract of land located in the W1/2 E1/2 NE1/4 of Section 11, Township 37 North, Range 11 East, N.M.P.M., County of Alamosa, State of Colorado

Project History and Background: According to the Alamosa County Land Use and Development Code (LUDC), RV Parks and campgrounds in Commercial (C) zoned areas of Alamosa County require a Special Use Permit.

The first phase of “Base Camp Family Campground” will involve twenty campsites and a main office with laundry and shower facilities. The original twenty sites will be a mix of RV sites, cabins, and tent camping sites. Other phases of the project, added in blocks of twenty to a maximum buildout of 140 sites, are contingent on market demand.

The facility will be open for approximately 180 days per year from May until October. All sites will have full hookups for water, sewer, and electrical. The 2,000 square foot main office will have a small gift shop and vending machines. There will be two employees and the caretakers will have a home on site. The facility will have a pool but the owner intends to install limited landscaping. The site has one augmented well and a permit for a second. The applicant has stated that he is “sensitive to water conservation issues in the Valley”. According to the applicant, each twenty sites will be hooked to an Onsite Wastewater Treatment System (OWTS) based on a calculation of 50 gallons of wastewater/campsite/day according to CDPHE’s OWTS Regulation #43.

Public Notice: Adjacent land owners within 1,500 feet of the subject properties have been notified by mail and notice was published in the Valley Courier. To date, only one neighbor, Louis Falbo from Chicago, Illinois, has called to comment on the application. Mr. Falbo was in support of the proposal.

Courtesy letters were sent to the Colorado Department of Transportation, the San Luis Valley Water Conservancy District, the Colorado Division of Water Resources, the San Luis Valley
Development Resources Group, the Alamosa Economic Development Corporation, the Alamosa-Monte Vista National Wildlife Refuge, and the Alamosa County Building Inspector.

Compatibility: This parcel is bounded to the east and west by Commercial (C) zoned properties. Parcels to the north and the south are zoned Rural (RU).

Findings:

1. The application is not anticipated to endanger the public health or safety if located where proposed. According to CDOT, the applicant must apply for a change in use and at full buildout, will be required to install a left turn lane and potentially, a right turn lane. According to the building inspector regarding wastewater treatment, the applicant will need to install a commercial grade OWTS as the existing system is not adequate for a commercial project of this scale. The applicant will need to work with the building inspector to meet minimum safe distances between wells and any leach field and to comply with other state regulations.

2. The applicant has met all the Special Use Permit application standards. The site conforms to the principles of sound land use planning as it is a commercial business and it is located in a Commercial (C) district with frontage on a major travel corridor. Additionally, as a tourist destination it is well situated as it is approximately halfway between the Great Sand Dunes National Park and Preserve and the City of Alamosa.

3. The Special Use Permit is not expected to substantially injure the value of adjoining property and is unlikely to inhibit the development of adjacent lots. The area is sparsely populated with several residences north of U.S. Highway 160. While any development could potentially impact these neighbors, the Commercial (C) zoned district to the south has been in place since 1978. It is unlikely this project will discourage development of adjacent lots and could potentially spur development in one of the few commercial districts of the county.

4. The application is not anticipated to adversely affect the adopted plans and policies of the county and meets specific demands of the county by encouraging economic development. It is found to be consistent with the adopted plans and policies of the county according to the purposes of the LUDC Article 1, Section 1.3, in that it seeks to:

   E) Encourage quality commercial development and revitalization;
   J) Maintain opportunities for development and redevelopment to respond to changes in the marketplace, while respecting the character of surrounding areas;

It also supports Goal 5.4 of the Alamosa County Master Plan under Community Economics which states that:

Policy 5.4: Alamosa will support, expand and diversify the role of tourism and tourist attracting businesses in the local economy.
Policy 5.4.2: Develop and implement special use permit regulations that allow tourist based businesses that are appropriately located within the unincorporated areas of the County with the goal of minimizing any potential negative impacts.
Policy 5.4.3: Encourage the location of commercial, lodging, restaurant and other tourism-based activities in the municipalities and those planned unit developments that allow for commercial uses.
5. The proposed application is not anticipated to impact environmental protections, wildlife habitats, ground and surface water, air quality, or jurisdictional wetlands (See Critical Habitat and Floodplain Map).

Department Recommendations: The applicant has met all submittal requirements for a Special Use Permit according to the Alamosa County LUDC. The Land Use staff has reviewed the proposed application and recommends approval of the Special Use Permit application with the following conditions:

1. Recreational vehicles and/or tents shall be a minimum of twenty (20) feet from each other.
2. The Campground/Recreational Vehicle Park shall comply with the following minimum setbacks:
   a. The Campground/Recreational Vehicle Park shall be set back a minimum of fifty (50) feet from an arterial or collector road.
   b. The Campground/Recreational Vehicle Park shall set back a minimum of twenty (20) feet from any side or rear property line.
3. A Campground/Recreational Vehicle Park shall not contain more than (8) campsites per acre.
4. Use of a recreational vehicle for storage purposes, as an accessory structure, or as a dwelling unit for any purpose other than temporary dwelling unit for travel, recreation or vacation use is prohibited.
5. Accumulation of waste, construction material, or any other potential blight and refusal to remove said blight is grounds for the revocation of the Special Use Permit;
6. Proper handling and disposal of waste and wastewater as mandated by the State is required; failure to comply with proper handling and disposal is grounds for the revocation of the Special Use Permit;
7. An approved special use permit shall expire 12 months from the date of approval unless the applicant has a valid building permit on file or has received a certificate of completion from the Alamosa County Building Inspector.

Planning Commission Recommendation: The Planning Commission met on February 10, 2016 to discuss the application. They questioned whether Owens Lane is a public road maintained by the County. Staff responded that it is a private, unmaintained road. They asked whether the applicant has been in contact with the neighbor who lives on the Tract 3 of the JH&R Tracts subdivision. The applicant responded that he had reached out to the property owner but the home itself is currently a rental. They asked about potential retail to which the applicant responded that only vending and a gift shop would be on site as they wanted to encourage customers to shop in Alamosa.

The Planning Commission confirmed with staff that Special Use Permits are non-transferable and that if the applicant ceases activity for 12 months, the permit is revoked. There was discussion of the letter submitted by absent Planning Commission member Mike Gibson (Exhibit #27) where he expressed concerns regarding, access and sewage disposal and requested the application be tabled until a full engineered site plan was submitted. Staff reminded the Planning Commission this is a zoning decision to approve the use of the land but they have the option to request the applicant come back for site plan review. They responded by saying it is unrealistic.
to have an engineered site plan at this point in the development process and would be unnecessarily cost prohibitive for the applicant. They stated site plan review is the purpose of the Land Use Department. They are confident that staff, working in conjunction with CDOT, CDPHE, and various water agencies, can sufficiently monitor the project moving forward. The Planning Commission voted unanimously to recommend the approval of the Special Use Permit for Mitch Norris with the condition suggested by staff.

Mitch Norris updated that he met his neighbor this morning. The Waste disposal was discussed that the onsite would handle the 1st phase which won’t work so it was suggested to get an engineer so he is working with Martin Reynolds. This is underway.

Commissioner Allen asked if anyone is in favor of or opposition to this application.

Ervin Martinez who lives adjacent to property at 16552 E Hwy 160 spoke. He had a question on how they were going to address the refuge because wind runs towards his property. He doesn’t want trash blown to his property.

Rachel Baird stated blight is a condition to this application. Blight can apply to any kind of eye sore. He can report any issue to our Code Enforcer. If they violate if trash is on the site he can lose his permit.

Ervin Martinez asked if he was going to put up a fence.

Mitch Norris stated he just heard of the wind situation. He might have to put a fence. As long as they have trash receptacles people abide by them.

Commissioner Allen asked you will have trash pickup.

Mitch Norris stated yes.

Suzann Black who is an adjacent landowner spoke. She is concerned about the “rift raft” using the campground and their presence to their property. It would devalue her property. She is quite concerned it is a rental but she did live there once. She doesn’t want a campground there. Also she is quite concerned about the maintenance of the road. She has maintained road until now.

Mitch Norris stated the road they are planning where Owens lane splits the first 20 acres and goes to her house. They are planning on redirecting traffic to their private roads. If market demands and if develop the site out it will go other side too. You have to have hours people don’t like people coming in and out also. They plan on putting a fence. They would split maintenance of that road. The “rift raft” he has stayed campground before so they plan on giving this place major curb appeal. He has been coming to Alamosa for 30 years and a lot of time they can’t find a place here. They are trying to catch the big RV’s because at 45 ft. you can’t pull to a site on the east so they go through to Durango. He wants to make it a clean pretty site and able to see that you can get in and out. This is the market they are going for. As far as property values if the park is run right they will go up. He understands. He will not let the “rift raft” in.
If someone has a bad experience they won’t come back so he wants to make sure it is a good experience.

Erwin Young spoke. He approves this project. He owns the property there. The traffic there has always been an issue. He would like to see in the future down the rode a side road for safety. As these commercial develops the traffic will increase. It is a dangerous area. He would like to request no construction built off of Hwy 150 so in the future there would be room for a side road in that area which would increase safety. Owns lane could be closed in the future because of the danger.

Mitch Norris stated he has been talking with Erwin on a site plan. He agrees voluntarily.

Rachel Baird stated CDOT’s response is Exhibit 23 in the packet. It addresses the issues of Mr. Young. The Planning Commission did comment it is superficial at this point. If the traffic number increases a right lane or left lane is inevitable. Engineers run the numbers. This is the case. CDOT projects take a long time. Zoning is far below their purview. It has to be a significant number of traffic for them to do something. The applicant has applied for an access permit with CDOT.

Adrian Getz who live across the property spoke. His concerns are the predominant wind flow. He is worried about all the dust factor with all the RV’s. He is talking about putting a swimming pool so what this is going to do with their water table in addition to the showers. His concern also is the traffic control. They have seen numerous accidents out there. That hill is a dangerous area out there.

Ron Brink spoke. He is a proponent of bringing tourists to this area. He is glad to see an upscale RV. His concern is he has seen so many of these go in around the State. He has seen 3 or 4 parks that people are living there permanent so he would like this to be addressed.

Rachel Baird stated this is one of the conditions to the permit. He would lose his permit. He will be a high profile applicant. If he has accumulation of blight they will know. No one can live 14 days but they can have seasonal stay. They are not open all year.

Jeff Otay who lives out in Deer Valley Meadow spoke. He supports this because all the businesses go west of Alamosa. As far as blight he lives in “blight city”. This doesn’t get addressed. He lost $7000 value because of this blight. He doesn’t believe this problem would be here because being right off the highway. This would help that area get some businesses there. This might increase his property value.

Ervin Martinez asked there are several wells in his property how will this affect his aquifer.

Ken VanIwarden stated this is one the requirements. This is a main purpose they put in septic systems to protect the ground level water. They will make sure the system is put in correctly. They want no issues of contamination of ground water.
There being no further business, the Public Hearing for Special User Permit Mitch Norris was adjourned.

ATTEST:

Belina Ramirez, Deputy Clerk

Darius Allen, Chair

Marianne Dunne, Vice-Chairman

Mike Yohn, County Commissioner