

**TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES MEETING**

May 19, 2015

A G E N D A

1. ROLL CALL 6:30PM
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES Mayor Christy
April 21, 2015
4. CITIZENS CONCERNS Mayor Christy
Columbine Country Club
HOA Representatives
5. MAYOR'S COMMENTS Mayor Christy
6. POLICE DEPARTMENT REPORT Chief Cottrell
7. TRUSTEE REPORTS:
Building Commissioner Trustee May
Planning & Development Trustee Best
Public Safety Trustee Menk
Public Works Trustee Newland
Special Affairs Trustee Champion
Finance Trustee Cope
Town Administrator Mr. McCrumb
8. OLD BUSINESS
Littleton Public Works IGA Amendment Mr. McCrumb
9. NEW BUSINESS
DRCOG Representation Mayor Christy
Speed/Cut Through Survey Mr. McCrumb
Administrative Amendment Wilder Lane Final Plat Mr. Sieber
Clayton Farm Referral Letter to Littleton Mr. Sieber
10. ADJOURNMENT

TOWN OF COLUMBINE VALLEY

BOARD OF TRUSTEES

Minutes

April 21, 2015

Mayor Christy called the Board meeting to order at 6:30 p.m., in the Conference Room at the Town Hall at 2 Middlefield Road, Columbine Valley, Colorado. Roll call found the following present:

Trustees: Gale Christy, Dave Cope, Mark Best, Jeff May, Richard Champion, Jim Newland, Bruce Menk
Also present: Lee Schiller, J.D. McCrumb, Bret Cottrell, Jeff Tempas, Troy Carmann

MINUTES: The minutes of the March 17, 2015 meeting were approved

CITIZEN CONCERNS: David Henry, President of the Columbine Country Club introduced himself and said he looked forward to working with the Board as the Club proceeds with anticipated changes

Homeowners representing the western block of Fairway Lane adjacent to Platte Canyon Road presented to the Trustees the findings of their speed study and petitioned the board for action regarding speeders and cut through traffic. Speakers included:

Kathy Boyle, 16 Fairway; Sarah Hamilton, 7 Fairway; Toyna Mazurek, 5 Fairway; Shannon Siwec, 11 Fairway; and Bob Schenkein, 6 Fairway

Chief Cottrell presented the results of his informal study to the Trustees. Mayor Christy asked the Board for time to discuss options with staff

MAYOR'S COMMENTS: Informed the Board of a meeting he had with staff from Columbine Valley and DRCOG regarding future funding options for improvements to Platte Canyon Road

POLICE DEPARTMENT:

- Chief Cottrell presented the attached report for March 2015
- Chief Cottrell shared praise from a citizen recognizing Officer Kazmirski for going above and beyond after a medical call
- Chief Cottrell demonstrated new body cameras to the board currently being used by the PD on a trial basis

TRUSTEE REPORTS:

Building Commissioner: Trustee May presented the attached report.

Planning and Development: Trustee Best shared with the Board an anticipated development on the Clayton Farm in Littleton and asked the Board to authorize monies for the Planning Staff to prepare a response from the Town

ACTION: upon a motion by Trustee Best and a second by Trustee Menk, the Board of Trustees unanimously authorized up to \$3,000 for Columbine Valley staff to respond to Littleton's referral, with the hope that the Watson Lane HOA would reimburse the Town some of those costs

Public Safety: None

Public Works: Trustee Newland updated the Board on the 2015 road improvement plan

Mr. Carmann discussed with the Board the use of grinder pumps on the Wilder Lane development stating his aversion to them but iterating that there were no existing mechanisms for him to deny the developer use of them.

Special Affairs: Trustee Champion updated the Board on the progress with Century Link regarding a potential franchise agreement with the Town

Treasurer: Mr. Tempas presented the attached financials.

Mr. Tempas informed the Trustees that the 2014 Audit was in progress and would be presented in June

Town Administrator: Mr. McCrumb presented the attached report.

Mr. McCrumb presented to the Board, on behalf of Taylor Morrison, a framed water color painting of the historic Willowcroft Mansion for display in Town Hall. Marty Tennyson, the artist, was also present for the presentation

OLD BUSINESS:

- **Hunter Run Entrance Landscaping:** Trustee Newland discussed the Polo Meadows HOA's request for landscaping funding. After discussion, Trustee Newland indicated that he would approve \$2,500 from the existing Public Works budget for landscaping the entrance and the HOA would cover the balance of the cost

ACTION: No Board action was required

NEW BUSINESS:

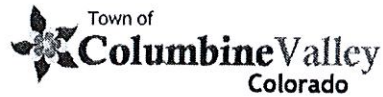
- **Littleton Public Works IGA:** Mr. McCrumb presented a proposed intergovernmental agreement between the Town and City of Littleton addressing public works services
- **Wilder SIA:** Mr. Schiller discussed the Subdivision Improvement Agreement between the Town and Wilder Lane developers with the Board. The agreement is nearing completion with only minor details to be addressed. Mr. Schiller asked the Board to authorize the Mayor to sign the agreement once completed

ACTION: upon a motion by Trustee Best and a second by Trustee Champion, the Board of Trustees unanimously authorized the Mayor to sign the Wilder Lane SIA once it had been approved by the Town Attorney, Engineer and Planner

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:45 p.m.

Submitted by,
J.D. McCrumb,
Town Administrator

** All reports and exhibits listed "as attached" are available on the Columbine Valley web site and by request at Town Hall, 2 Middlefield Road.*



BUILDING COMMISSIONER'S MONTHLY REPORT

15-Apr

ADDRESS	PERMIT	PL REV	TAX	OS	TOTAL
2 Willowcroft Lane SFR	\$4,664.40	\$1,399.32	\$9,000.00	\$750.00	\$15,813.72
9 Par Circle Replace Water heater	\$49.50	\$0.00	\$16.89	\$4.41	\$70.80
12 Columbine Remove and replace roof	\$595.50	\$0.00	\$484.95	\$40.41	\$1,120.86
4 Driver Lane Install heated floor mat	\$107.05	\$0.00	\$37.50	\$3.13	\$147.68
20 Spyglass Replace Water heater	\$89.50	\$0.00	\$16.01	\$1.33	\$106.84
60 Fairway Lane Move hearth, new fireplace	\$1,291.70	\$839.61	\$1,585.88	\$132.16	\$3,849.35
41 Willowcroft Install electrical service	\$89.50	\$0.00	\$25.50	\$2.13	\$117.13
24 Willowcroft Dr. Install electric service	\$89.50	\$0.00	\$25.50	\$2.13	\$117.13
43 Willowcroft SFR	\$4,741.75	\$1,541.00	\$9,193.32	\$766.11	\$16,242.18
19 Willowcroft Dr. SFR	\$4,741.75	\$1,541.07	\$9,193.32	\$766.11	\$16,242.25
21 Willowcroft SFR	\$4,152.70	\$1,349.63	\$7,704.32	\$642.03	\$13,848.68
34 Village Dr. Remodel	\$1,099.80	\$714.87	\$1,237.50	\$103.13	\$3,155.30
71 Fairway Lane Fireplace, add gas insert	\$335.20	\$0.00	\$225.22	\$18.77	579.19
13 Fairway Lane New Roof w/Decra	\$684.05	\$0.00	\$595.92	\$49.56	\$1,329.53

27 Wedge Way New windows	\$335.20	\$0.00	\$228.00	\$19.00	\$582.20
27 Brookhaven Trail Master Bath Remodel	\$387.85	\$0.00	\$285.00	\$23.75	\$696.60
Total	23,454.95	7,385.50	39,854.83	3,324.16	74,019.44

Building Revenue

	<u>2014</u>	<u>2014 YTD</u>	<u>2015</u>	<u>2015 YTD</u>
January	\$21,355.02	\$21,355.02	\$14,742.95	14,742.95
February	\$11,064.70	\$32,419.72	\$18,825.38	33,568.33
March	\$16,061.56	\$48,481.28	\$50,783.31	84,351.64
April	\$11,051.71	\$59,532.99	\$74,019.44	158,371.08

TOWN OF COLUMBINE VALLEY
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 APRIL 30, 2015

Assets	Totals	
	April 30, 2015	December 31, 2014
Cash and investments	\$ 1,421,195	1,315,856
Other receivables	134,551	66,204
Property taxes receivable	102,652	307,035
Property and equipment, net	2,103,889	2,103,889
	\$ 3,762,287	3,792,984
<u>Liabilities and Equity</u>		
Liabilities:		
Accounts payable	\$ 19,539	17,569
Accrued liabilities	15,042	15,374
Deferred property tax revenue	102,652	307,035
Capital lease payable	-	-
Fund balance:		
Reserved - TABOR emergency	37,696	37,696
Conservation Trust	21,203	19,976
Arapahoe County Open Space	233,739	260,596
Unavailable - Fixed assets net of outstanding long term debt	2,103,889	2,103,889
Unreserved	1,228,527	1,030,849
Total equity	3,625,054	3,453,006
	\$ 3,762,287	3,792,984

TOWN OF COLUMBINE VALLEY
 COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 ALL GOVERNMENTAL FUND TYPES
 BUDGET AND ACTUAL
 FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

Revenue	April Totals		Four Months Ended April 30, 2015		
	2015	2014	Budget	Actual	Variance
Taxes:					
Property taxes	\$ 79,916	55,830	188,166	204,383	16,217
Specific ownership taxes	-	1,723	6,656	6,035	(621)
Sales and use tax	42,812	25,748	133,332	148,106	14,774
Utility franchise fees	-	4,524	16,000	10,204	(5,796)
Cable television	6,568	6,301	6,250	6,568	318
Permits and fines:					
Permits, fees and services	17,042	4,775	36,668	40,646	3,978
Fines	7,801	7,524	30,000	28,284	(1,716)
Intergovernmental:					
Bow Mar IGA	63,949	-	127,898	127,898	-
State highway user's tax	5,577	3,953	15,000	10,727	(4,273)
County highway tax revenue	-	-	4,200	4,499	299
Motor vehicle registration fees	-	426	1,668	1,347	(321)
State cigarette tax apportionment	42	46	168	207	39
Conservation Trust Fund entitlement	-	-	1,500	1,524	24
Arapahoe County Open Space shareback	-	4,428	-	633	633
Interest income	-	85	832	258	(574)
Other	9,688	230	7,532	10,477	2,945
Total revenue	233,395	115,593	575,870	601,796	25,926
Expenditures					
Current:					
Public safety	45,795	41,144	228,393	199,137	29,256
Sanitation	5,613	5,613	23,332	22,452	880
Administration	48,975	25,836	146,968	139,446	7,522
Planning and zoning	11,664	(7,357)	13,332	23,114	(9,782)
Public works	7,342	2,913	130,500	27,254	103,246
Other - rounding	(4)	2	-	(11)	11
Capital lease:					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Capital outlay					
Capital expenditures	1,425	28,345	39,000	39,284	(284)
Conservation Trust Fund expenditures	-	-	3,000	-	3,000
Total expenditures	120,810	96,496	584,525	450,676	133,849
Excess of revenue over expenditures	112,585	19,097	(8,655)	151,120	159,775
Major projects	-	-	-	-	-
Excess of revenue over (under) expenditures and major projects	112,585	19,097	(8,655)	151,120	159,775
Fund balance - beginning of period	1,408,580	1,501,357	1,236,462	1,370,045	133,583
Fund balance - end of period	\$ 1,521,165	1,520,454	1,227,807	1,521,165	293,358

TOWN OF COLUMBINE VALLEY
GENERAL FUND
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

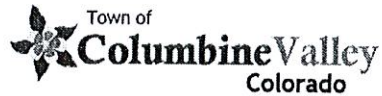
	Four Months Ended				
	April 2015	April 2014	Budget	April 30, 2015 Actual	Variance
Public safety:					
Automotive expenses	1,275	2,320	14,957	10,738	4,219
Salaries and benefits	40,249	34,897	181,686	160,973	20,713
Municipal court	3,006	3,114	13,664	14,058	(394)
Other	1,265	813	18,086	13,368	4,718
	<u>45,795</u>	<u>41,144</u>	<u>228,393</u>	<u>199,137</u>	<u>29,256</u>
Sanitation	5,613	5,613	23,332	22,452	880
Administration:					
Legal	3,712	3,190	13,332	14,055	(723)
Accounting and audit	8,200	1,100	12,200	9,850	2,350
Inspection	12,426	3,482	21,668	17,727	3,941
Town administration	14,653	13,624	67,162	60,430	6,732
Insurance and bonds	3,263	99	8,168	12,914	(4,746)
Office supplies and miscellaneous	229	2,216	6,888	7,015	(127)
County Treasurer's collection fees	-	558	1,382	1,245	137
Rent and building occupancy costs	6,492	1,567	16,168	16,210	(42)
	<u>48,975</u>	<u>25,836</u>	<u>146,968</u>	<u>139,446</u>	<u>7,522</u>
Planning and zoning					
Engineering	11,664	(7,357)	13,332	23,114	(9,782)
Public works:					
Street repairs and maintenance	1,583	654	113,168	13,252	99,916
Street lighting	1,460	1,092	5,000	4,847	153
Weed and tree removal	1,430	385	2,500	3,244	(744)
Other	2,869	782	9,832	5,911	3,921
	<u>7,342</u>	<u>2,913</u>	<u>130,500</u>	<u>27,254</u>	<u>103,246</u>
Other - rounding	(4)	2	-	(11)	11
Capital expenditures:					
Public safety	1,425	28,345	39,000	39,284	(284)
Administration	-	-	-	-	-
Public works	-	-	-	-	-
	<u>1,425</u>	<u>28,345</u>	<u>39,000</u>	<u>39,284</u>	<u>(284)</u>
Conservation Trust Fund expenditures	-	-	3,000	-	3,000
Total expenditures	<u>120,810</u>	<u>96,496</u>	<u>584,525</u>	<u>450,676</u>	<u>133,849</u>
Major projects:					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Total expenditures and major projects	<u>120,810</u>	<u>96,496</u>	<u>584,525</u>	<u>450,676</u>	<u>133,849</u>

TOWN OF COLUMBINE VALLEY
 SUPPLEMENTAL SCHEDULE OF GENERAL FUND EXPENDITURES - BUDGET AND ACTUAL
 FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

	April 2015	April 2014	Four Months Ended		
			Budget	Actual	Variance
Public Safety:					
Automotive expenses:					
Cruiser gas/oil/maintenance	1,275	2,320	13,332	7,613	5,719
Cruiser insurance	-	-	1,625	3,125	(1,500)
	<u>1,275</u>	<u>2,320</u>	<u>14,957</u>	<u>10,738</u>	<u>4,219</u>
Salaries and benefits:					
Salaries	30,721	27,706	141,231	123,976	17,255
Pension plan	2,494	2,854	14,123	9,977	4,146
Health/workman's comp insurance	7,034	4,337	26,332	27,020	(688)
	<u>40,249</u>	<u>34,897</u>	<u>181,686</u>	<u>160,973</u>	<u>20,713</u>
Municipal court:					
Municipal court - judge	750	750	3,000	3,000	-
Municipal court - legal	2,000	2,125	8,332	9,716	(1,384)
Municipal court - other	256	239	2,332	1,342	990
	<u>3,006</u>	<u>3,114</u>	<u>13,664</u>	<u>14,058</u>	<u>(394)</u>
Other:					
Uniforms	452	-	2,668	2,052	616
Education/training	-	-	2,500	350	2,150
Arapahoe County dispatch fee	-	-	6,450	6,450	-
Supplies/miscellaneous	813	813	6,468	4,516	1,952
	<u>1,265</u>	<u>813</u>	<u>18,086</u>	<u>13,368</u>	<u>4,718</u>
Administration:					
Town administration:					
Salaries - administration	9,998	10,199	49,500	38,192	11,308
FICA/Medicare - administration	1,427	821	3,960	5,562	(1,602)
Health insurance - administration	995	930	5,332	5,980	(648)
Pension - administration	477	450	2,414	1,910	504
Telephone/communications	475	411	1,668	1,816	(148)
Computer expense	6	201	1,668	2,365	(697)
Election expense	-	300	1,000	-	1,000
Dues and publications	1,275	312	1,620	4,605	(2,985)
	<u>14,653</u>	<u>13,624</u>	<u>67,162</u>	<u>60,430</u>	<u>6,732</u>
Office supplies and miscellaneous:					
Advertising/notices	-	57	168	29	139
Miscellaneous	125	2,040	5,052	5,537	(485)
Supplies - administration	104	119	1,668	1,449	219
	<u>229</u>	<u>2,216</u>	<u>6,888</u>	<u>7,015</u>	<u>(127)</u>
Legal	3,712	3,190	13,332	14,055	(723)
Accounting and audit	8,200	1,100	12,200	9,850	2,350
Inspection	12,426	3,482	21,668	17,727	3,941
Insurance and bonds	3,263	99	8,168	12,914	(4,746)
County Treasurer's collection fees	-	558	1,382	1,245	137
Building occupancy costs	6,492	1,567	16,168	16,210	(42)

TOWN OF COLUMBINE VALLEY
 SUPPLEMENTAL SCHEDULE OF GENERAL FUND EXPENDITURES - BUDGET AND ACTUAL
 FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

	April 2015	April 2014	Four Months Ended April 30, 2015		
			Budget	Actual	Variance
Public works:					
Street repairs and maintenance:					
Street/gutter maintenance	1,213	-	100,000	1,513	98,487
Snow removal	50	50	7,500	11,085	(3,585)
Striping	-	200	1,000	-	1,000
Signs maintenance	150	350	1,000	250	750
Vehicle maintenance	170	54	668	404	264
Other drainage	-	-	3,000	-	3,000
Street cleaning	-	-	-	-	-
	1,583	654	113,168	13,252	99,916
Street lighting	1,460	1,092	5,000	4,847	153
Ground maintenance	1,430	385	2,500	3,244	(744)
Other:					
Miscellaneous minor public works	1,350	125	2,500	3,504	(1,004)
Storm water permit process	1,519	-	2,000	2,407	(407)
Professional fees	-	657	5,332	-	5,332
	2,869	782	9,832	5,911	3,921
Capital and Conservation Trust Fund:					
Capital expenditures:					
Administration	-	-	-	-	-
Public safety	1,425	28,345	39,000	39,284	(284)
Public works	-	-	-	-	-
	1,425	28,345	39,000	39,284	(284)
Conservation Trust Fund expenditures:					
Miscellaneous	-	-	3,000	-	3,000
	-	-	3,000	-	3,000



**TOWN OF COLUMBINE VALLEY
TOWN ADMINISTRATOR'S REPORT
MAY 2015**

MUNICIPAL COURT:

Court Revenue Total:	2013	\$84,804.73
	2014	\$75,466.79

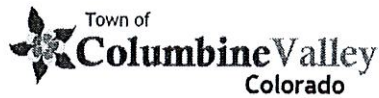
<u>Court Revenue</u>	<u>2014</u>	<u>2014YTD</u>	<u>2015</u>	<u>2015YTD</u>
January	\$5,670.50	\$5,670.50	\$4,120.95	\$4,120.95
February	\$4,160.00	\$9,830.50	\$8,377.50	\$12,498.45
March	\$7,279.50	\$17,110.00	\$8,315.52	\$20,813.97
April	\$6,999.00	\$24,109.00	\$7,540.50	\$28,354.47

ANNUAL PARADE INFO: The annual 4th of July Parade will be held on a Saturday this year. Trustees are invited to attend and are encouraged to walk with the Mayor near the front of the parade line-up.

- 8:00 a.m. Judging begins for the cart/float decorating contest
- 8:20 a.m. Singing of the National Anthem
- 8:30 a.m. The Parade kicks off at Driver and Fairway at
- 9:00 a.m. Festival/Celebration at Town Hall with food and kids activities

Respectfully Submitted,

J.D. McCrumb
May 19, 2015



Request for Board of Trustee Action

Date: May 15, 2015

Title: Littleton Public Works IGA

Presented By: J.D. McCrumb, Town Administrator

Prepared By: J.D. McCrumb, Town Administrator

Background: In April of this year the Board of Trustees approved the City of Littleton Public Works IGA, an agreement between the Town and City that allows for the City to provide select public works service to the Town at a below market rate. A copy of the IGA is attached.

The City of Littleton Council approved the IGA on May 6, 2015. Upon further review by the City's insurer, CIRSA, the City is requesting the following change to provision 7:

7. The City shall provide insurance listing the Town as an additional insured on the city's insurance coverage against claims arising from the provision of public works services by the City to the extent provided by the Colorado Intergovernmental Risk Sharing Agency (CIRSA) or such other insurance provided to and maintained by the City. A copy of a certificate to the City policy naming the Town as an additional insured will be attached to this agreement as Exhibit A. The insurance coverage supplied by the City shall include, but not be limited to, claims for bodily injury and property damage.

Attachments: Previously approved IGA

Staff Recommendations: Approve as presented

Recommended Motion: "I move to approve the proposed change to provision 7 of the Littleton Public Works IGA".

AGREEMENT FOR SERVICES

THIS AGREEMENT is entered into by and between the CITY OF LITTLETON, COLORADO, a municipal corporation of the State of Colorado (hereinafter referred to as "the City"), and the TOWN OF COLUMBINE VALLEY, COLORADO, a municipal corporation of the State of Colorado (hereinafter referred to as "the Town");

WITNESSETH:

WHEREAS, the City provides public works services for the benefit of its citizens; and

WHEREAS, the Town at the present time provides no such service except as rendered occasionally by independent contractors, and from time to time, has the need for such service and wishes to avail itself of the services presently provided by the City; and

WHEREAS, both the City and the Town find it mutually desirable pursuant to C.R.S. § 29-1-2013, as amended, to enter into this agreement.

NOW, THEREFORE, it is agreed by and between the parties hereto as follows:

1. The City shall provide public works services within the boundaries of the Town.
2. The public works services to be provided by the City within the boundaries of the Town shall be similar to the public works services provided and performed within the boundaries of the City. For purposes of this agreement, the public works services shall include but not be limited to:
 - A. Street sweeping;
 - B. Street striping;
 - C. Ice melt/sand for the Town's public works truck;
 - D. Occasional small scope street repair;
 - E. Storm sewer cleaning on an emergency basis;
 - F. Other public works functions on an as needed basis, as agreed upon by the parties.
3. For the public works services provided under this agreement, the Town shall make all requests to the Director of Public Works at the City. Both parties shall agree upon the details specific to the work to be performed including, but not limited to, the timing of the work, prior to any work being performed by the City. The City shall invoice the Town within 60 days for any service provided under this agreement; the Town shall pay to the City within 30 days of invoicing, all costs for the material and labor provided by the City plus 5% of such costs. For the first year of this agreement, labor shall be calculated

based on a rate of \$36 per person per hour. Thereafter, the labor rate shall increase annually in the amount equal to the annual increase in total compensation costs for the City. The City shall provide notice to Town of such increase 30 days' prior to its effective date.

4. The City shall be responsible for maintaining all records relating to the services performed, in accordance with the City's retention schedule, which shall be available to the Town upon request.
5. The City is, and shall at all times be, an independent contractor. Nothing in this agreement shall be construed as creating the relationship of employer or employee between the Town and the City or any of the City's or Town's agents or employees. Nothing in this agreement shall make any employee of the Town a City employee or an employee of the City an employee of the Town for any purpose, including, but not limited to the withholding of taxes, payment of benefits, workers' compensation, or any other rights or privileges accorded the City or Town employees by virtue of their employment.
6. Nothing in this agreement shall be construed as a waiver by any of the parties of the protections afforded them pursuant to the Colorado Governmental Immunity Act, Sections 24-10-101, *et seq.*, C.R.S. ("CGIA") as same may be amended from time to time. Specifically, neither party waives the monetary limitations or any other rights, immunities or protections afforded by the CGIA or otherwise available at law.
7. The City shall provide insurance listing the Town as a named insured and providing coverage against any and all claims arising from the provision of public works services by the City to the extent provided by the City's insurance coverage supplied by the Colorado Intergovernmental Risk Sharing Agency (CIRSA) or such other insurance provided to and maintained by the City. A copy of a certificate to the City policy naming the Town as insured will be attached to this agreement as Exhibit A. The insurance coverage supplied by the City shall include, but not be limited to, claims for bodily injury and property damage.
8. The Town shall not be responsible for workers' compensation claims of City employees working under this agreement.
9. The Town agrees to maintain general liability insurance with a minimum of \$1,000,000 limit of liability. The City shall be named an insured under such policy. The Town shall provide the City with a certificate reflecting that coverage. A copy of a certificate to the City policy naming the City as insured will be attached to this agreement attached hereto as Exhibit A.
10. The Town further agrees to carry workers' compensation coverage for its employees as required by Colorado law.

11. The terms and condition of this agreement shall be in full force and effect commencing May 5, 2015, and shall be renewed each year automatically, provided, however either party may request a review and modification of this agreement upon 30 days' written notice. No modification of this agreement shall be effective unless signed in writing by both parties. Either party can terminate said agreement by providing the other with written notice that the agreement shall terminate, effective 30 days from the date of delivery of said notice.
12. It is expressly understood and agreed that the enforcement of the terms and conditions of this agreement and all rights of action relating to such enforcement shall be strictly reserved to the Town and the City and nothing contained in this agreement shall give or allow any such claim or right of action by any other third party pursuant to this agreement. The City and the Town do not intend that there be any third-party beneficiary to this agreement. It is the express intention of the City and the Town that any person or party other than the City or the Town receiving services or benefits under this agreement shall be deemed to be an incidental beneficiary only.
13. Any assignment or transfer of this agreement is prohibited, unless written consent is obtained from the other party in writing.
14. Unless otherwise agreed in writing, this agreement and the interpretation thereof shall be governed by the laws of the State of Colorado.
15. Notices to be provided under this agreement shall be given in writing either by hand delivery or deposited into the U.S. mail with sufficient postage to the following persons:

City of Littleton Office of the City Attorney 2255 W. Berry Avenue Littleton, CO 80165	Town of Columbine Valley J.D. McCrumb 2 Middlefield Road Columbine Valley, CO 80123
City of Littleton Public Works Department 2255 W. Berry Avenue Littleton, CO 80165	
16. This agreement may be executed in counterparts.

Dated this _____ day of _____, 2015.

ATTEST:

CITY OF LITTLETON, COLORADO

City Clerk

Mayor

Approved as to Form:

City Attorney

ATTEST:

TOWN OF COLUMBINE VALLEY



Town Clerk



Mayor

Exhibit A
Insurance certificates

ACORD**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

05/05/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Berrian Insurance Group, Inc. 385 Inverness Parkway St. 280 Englewood, CO 80112	CONTACT NAME: Joel Berrian	PHONE (A/C, No, Ext): (303)795-5831	FAX (A/C, No): (303)795-5833
	E-MAIL ADDRESS:		
INSURED Town of Columbine Valley 2 Middlefield Rd Columbine Valley, CO 80123	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	Travelers Insurance	02520
	INSURER B:	Charter Oak Fire Ins.	
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGESCERTIFICATE NUMBER: **14-15 Certificate**

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		ZLP-14T8688A	01/01/2014	01/01/2015	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000						
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						MED EXP (Any one person) \$ Excluded
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/POP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS			BA-4528X774	01/01/2014	01/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,500,000
	<input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			ZUP-14T86891	01/01/2014	01/01/2015	EACH OCCURRENCE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						AGGREGATE \$ 5,000,000
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS
							OTHER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Property			660-1792X696	01/01/2014	01/01/2015	BPP/Bldg Bldg Limit: \$921,926
							DED: \$1,000

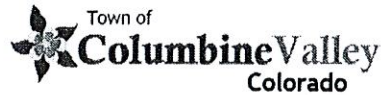
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

City of Littleton is included as additional insured per written agreement.

CERTIFICATE HOLDER**CANCELLATION**

City of Littleton 2255 W. Berry Avenue Littleton, CO 80165	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Joel Berrian</i> Joel Berrian-Exec/BRIAN

© 1988-2010 ACORD CORPORATION. All rights reserved.



Request for Board of Trustee Action

Date: May 15, 2015

Title: DRCOG Alternate Appointment

Presented By: Gale Christy, Mayor

Prepared By: J.D. McCrumb

Background: Mayor Christy is the primary Columbine Valley representative on the Denver Regional Council of Governments (DRCOG) board.

DRCOG has 56 participating member governments and each has an elected official as its representative at the Board table, steering the activities of DRCOG. Membership encompasses a variety of communities: small towns like Columbine Valley sit at the table with urban neighbors Denver and Aurora. Each member has an equal voice.

Columbine Valley has the option to appoint an alternate member to the Columbine Valley board; to serve in the Mayor's absence and represent the town as need may arise.

Attachments: Letter from Mayor Christy to DRCOG

Fiscal Impacts: None

Staff Recommendations: Approve as presented

Recommended Motion: "I move to approve Richard Champion as Columbine Valley's alternate member to the DRCOG board".



2 Middlefield Road
Columbine Valley, CO 80123

May 19, 2015

Denver Regional Council of Governments
1290 Broadway
Suite 700
Denver, CO 80203-5606

The Columbine Valley Board of Trustees enthusiastically endorses the appointment of Trustee Richard Champion as the alternate voting member of DRCOG.

Richard is an outstanding public servant with a distinguished record of service. He will be a tremendous asset to the board and will skillfully represent the interests of all cities and towns in Colorado.

Thank you,

Gale D. Christy
Columbine Valley Mayor



Request for Board of Trustee Action

- Date:** May 15, 2015
- Title:** Speed and Cut-through Traffic Study
- Presented By:** J.D. McCrumb, Town Administrator
- Prepared By:** Matt Brown, Stolfus & Associates
- Background:** In March and April of this year the Board of Trustees was approached by homeowners from the block of Fairway Lane immediately adjacent to Platte Canyon Road regarding a perceived speeding and cut through traffic.
- After reviewing their request and presented information, Mayor Christy and staff do not believe the problem is as great as perceived, but to be prudent, recommend conducting a professional administered study of both speed and cut through traffic along Fairway and Village Drive to include:
- 72-hour speed study (Tues – Thurs) along Fairway Road east of Platte Canyon Road.
 - License Plate survey (2 hours Tues a.m. & 2 hours Thursday a.m.) w/3 stations – one on Fairway Lane east of Platte Canyon Road, one on Village Court east of Platte Canyon Road, and one on S. Middlefield just south of Bowles Ave.
- The studies would be conducted in coordination with Columbine Country Club and other applicable entities to avoid conducting the studies on days with irregular traffic conditions.
- Attachments:** None
- Fiscal Impacts:** The cost of these studies is \$1,500
- Staff Recommendations:** Approve as presented
- Recommended Motion:** “I move to allocate \$1,500 to conduct the speed and cut-through traffic studies” .



Request for Board of Trustee Action

Date: May 15, 2015

Title: Wilde Lane Administrative Amendment-Final Plat

Presented By: Phil Sieber, Town Planner

Prepared By: Phil Sieber, Town Planner

Background: We have discovered that the Ownership and Control signature block on the recorded Wilder Lane Final Plat does not properly dedicate the streets for public use. This minor amendment corrects that error.

Statement as now appears on the plat:

STATEMENT OF OWNERSHIP AND CONTROL

Be it known that (name of actual owners of the site) are the owners of the property known as the (name of development), located at (address) in Columbine Valley, Colorado, which property is described on this plan/plat and that as the owners of the property we have the legal right and authority to request approval of this Planned Development from the Town of Columbine Valley.

Statement as it should appear and is on the amended plat:

CERTIFICATE OF OWNERSHIP AND DEDICATION

(I, We), printed name of owner(s)), being the owner(s) of the land described as follows: (insert legal description of land being platted and/or subdivided and include area in acres to two decimal places) in the Town of Columbine Valley, Colorado, under the name of (complete name of development in capital letters), have laid out, platted and/or subdivided the same as shown on this plat *and do hereby dedicate to the public at large the streets, alleys, roads and other public areas as shown hereon and hereby dedicate those portions of land labeled as easements for the installation and maintenance of public utilities as shown hereon.*

Attachments: Copy of Amended Final Plat

Fiscal Impacts: None

Staff Recommendations: Approve as presented

Recommended Motion: "I move to approve the administrative amendment".

W

FIRST ADMINISTRATI
LOCATED IN T
TOWNSHIP 5 SOUTH, RAN
TOWN OF COLUMBINE VAL
TOTAL AREA = 288,2

CERTIFICATE OF OWNERSHIP AND DEDICATION

PLATTE CANYON PARTNERS, LLC, BEING THE OWNER OF THE LAND DESCRIBED AS FOLLOWS:

TWO (2) PARCELS OF LAND BEING ALL OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN QUIT CLAIM DEED RECORDED JANUARY 10, 2014 AT RECEPTION NO. D4002836, AND ALL OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN PERSONAL REPRESENTATIVES DEED RECORDED JULY 22, 2014 AT RECEPTION NO. D4065472 ALL BEING RECORDED IN THE CLERK AND RECORDER'S OFFICE, COUNTY OF ARAPAHOE, STATE OF COLORADO, LYING WITHIN THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, TOWN OF COLUMBINE VALLEY, SAID COUNTY AND STATE, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 19, WHENCE THE EAST LINE OF SAID SECTION 19 BEARS SOUTH 00°10'42" WEST, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID LINE; THENCE ALONG SAID EAST LINE SOUTH 00°10'42" WEST, A DISTANCE OF 897.93 FEET TO THE EASTERLY PROLONGATION OF THE SOUTHERLY LINE OF COUNTRY CLUB VILLAS FINAL PLAT RECORDED NOVEMBER 16, 2000 AT RECEPTION NO. B0149362 IN THE OFFICE OF SAID CLERK AND RECORDER, AND THE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID EAST LINE, SOUTH 00°10'42" WEST, A DISTANCE OF 190.62 FEET TO THE EASTERLY PROLONGATION OF THE NORTHERLY BOUNDARY OF THE VILLAGE IN COLUMBINE VALLEY RECORDED AUGUST 7, 1975 AT RECEPTION NO. 1500010, IN THE OFFICE OF SAID CLERK AND RECORDER;

THENCE DEPARTING SAID EAST LINE ALONG SAID LAST DESCRIBED EASTERLY PROLONGATION AND SAID NORTHERLY BOUNDARY THE FOLLOWING FOUR (4) COURSES:

- 1. SOUTH 89°17'10" WEST, A DISTANCE OF 542.26 FEET;
- 2. NORTH 44°42'04" WEST, A DISTANCE OF 88.39 FEET;
- 3. NORTH 18°25'48" EAST, A DISTANCE OF 4.63 FEET;
- 4. SOUTH 89°59'00" WEST, A DISTANCE OF 427.53 FEET TO THE NORTHWEST CORNER OF SAID THE VILLAGE IN COLUMBINE VALLEY, SAID POINT BEING ON THE EASTERLY RIGHT-OF-WAY OF SOUTH PLATTE CANYON ROAD;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 21°23'42" EAST, A DISTANCE OF 427.25 FEET TO THE SOUTHWEST CORNER OF PLATTE CANYON SQUARE RECORDED JUNE 1, 1979 AT RECEPTION NO. 1853876 IN THE OFFICE OF SAID CLERK AND RECORDER;

THENCE DEPARTING SAID EAST LINE ALONG THE SOUTHERLY BOUNDARY OF SAID PLATTE CANYON SQUARE AND THE EASTERLY EXTENSION THEREOF, SOUTH 89°54'58" EAST, A DISTANCE OF 386.52 FEET TO A POINT ON THE WESTERLY BOUNDARY OF CREEKSIDE AT COLUMBINE RECORDED MARCH 9, 1983 AT RECEPTION NO. 2255071 IN THE OFFICE OF SAID CLERK AND RECORDER, SAID POINT BEING ON THE APPROXIMATE CENTERLINE OF THE NEVADA DITCH;

THENCE ALONG SAID WESTERLY BOUNDARY AND THE APPROXIMATE CENTERLINE OF THE NEVADA DITCH, SOUTH 16°00'58" EAST, A DISTANCE OF 34.26 FEET TO THE NORTHWEST CORNER OF SAID COUNTRY CLUB AT VILLAS FINAL PLAT;

THENCE ALONG THE WESTERLY BOUNDARY OF SAID COUNTRY CLUB VILLAS FINAL PLAT AND THE APPROXIMATE CENTERLINE OF THE NEVADA DITCH THE FOLLOWING FOUR (4) COURSES:

- 1. CONTINUING SOUTH 16°00'58" EAST, A DISTANCE OF 30.75 FEET;
- 2. SOUTH 06°54'40" EAST, A DISTANCE OF 120.45 FEET;
- 3. SOUTH 14°29'28" WEST, A DISTANCE OF 53.97 FEET;
- 4. SOUTH 47°36'31" WEST, A DISTANCE OF 58.67 FEET TO THE SOUTHWEST CORNER OF SAID COUNTRY CLUB VILLAS FINAL PLAT;

THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID COUNTRY CLUB VILLAS FINAL PLAT AND THE EASTERLY PROJECTION THEREOF, NORTH 89°13'43" EAST, A DISTANCE OF 513.13 FEET TO THE POINT OF BEGINNING.

CONTAINING AN AREA OF 6.617 ACRES, (288,233 SQUARE FEET), MORE OR LESS

SUCH PROPERTY BEING LOCATED IN THE TOWN OF COLUMBINE VALLEY, COLORADO, UNDER THE NAME OF WILDER LANE, HAVE LAID OUT, PLATTED AND/OR SUBDIVIDED THE SAME AS SHOWN ON THE FINAL PLAT THEREOF RECORDED IN THE REAL PROPERTY RECORDS OF ARAPAHOE COUNTY, COLORADO AT RECEPTION NO. D5030820 AND DO HEREBY DEDICATE TO THE PUBLIC AT LARGE THE STREETS, (WILDER LANE) AS SHOWN ON THE FINAL PLAT FOR WILDER LANE AND HEREBY DEDICATE THOSE PORTIONS OF LAND LABELED AS EASEMENTS FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITIES AS SHOWN ON THE FINAL PLAT FOR WILDER LANE.

IN WITNESS WHEREOF THE MANAGERS OF PLATTE CANYON PARTNERS, LLC, A COLORADO LIMITED LIABILITY COMPANY HAVE SUBSCRIBED THEIR NAMES THIS _____ DAY OF MAY, AD 2015.

OWNER:
PLATTE CANYON PARTNERS, LLC,
A COLORADO LIMITED LIABILITY COMPANY

BY: _____
THOMAS H. BRADBURY JR., MANAGER

BY: _____
JAY B. NEESE, MANAGER

NOTARIES

STATE OF COLORADO)
)SS.
COUNTY OF ARAPAHOE)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, AD 2015, BY THOMAS H. BRADBURY, JR., AS MANAGER OF PLATTE CANYON PARTNERS, LLC, A COLORADO LIMITED LIABILITY COMPANY.

MY COMMISSION EXPIRES: _____

MY ADDRESS IS _____

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

(SEAL)

STATE OF COLORADO)
)SS.
COUNTY OF ARAPAHOE)

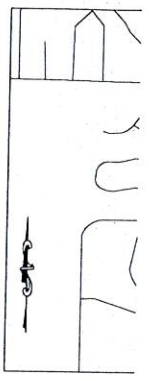
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, AD 2015, BY JAY B. NEESE, AS MANAGER OF PLATTE CANYON PARTNERS, LLC, A COLORADO LIMITED LIABILITY COMPANY.

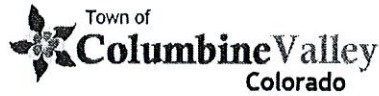
MY COMMISSION EXPIRES: _____

MY ADDRESS IS _____

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC





Request for Board of Trustee Action

Date: May 15, 2015

Title: Clayton Farm Referral Letter

Presented By: Phil Sieber, Town Planner

Prepared By: Phil Sieber, Town Planner

Background: The City of Littleton has received an application for rezoning and plan approval and the case has been referred to the Town of Columbine Valley for their comments. The Town staff has prepared this report to assist the Town Planning and Zoning Commission and the Board of Trustee's in their review.

Attachments: Staff Report

Fiscal Impacts: None

Staff Recommendations: Approve letter from Mayor to City of Littleton

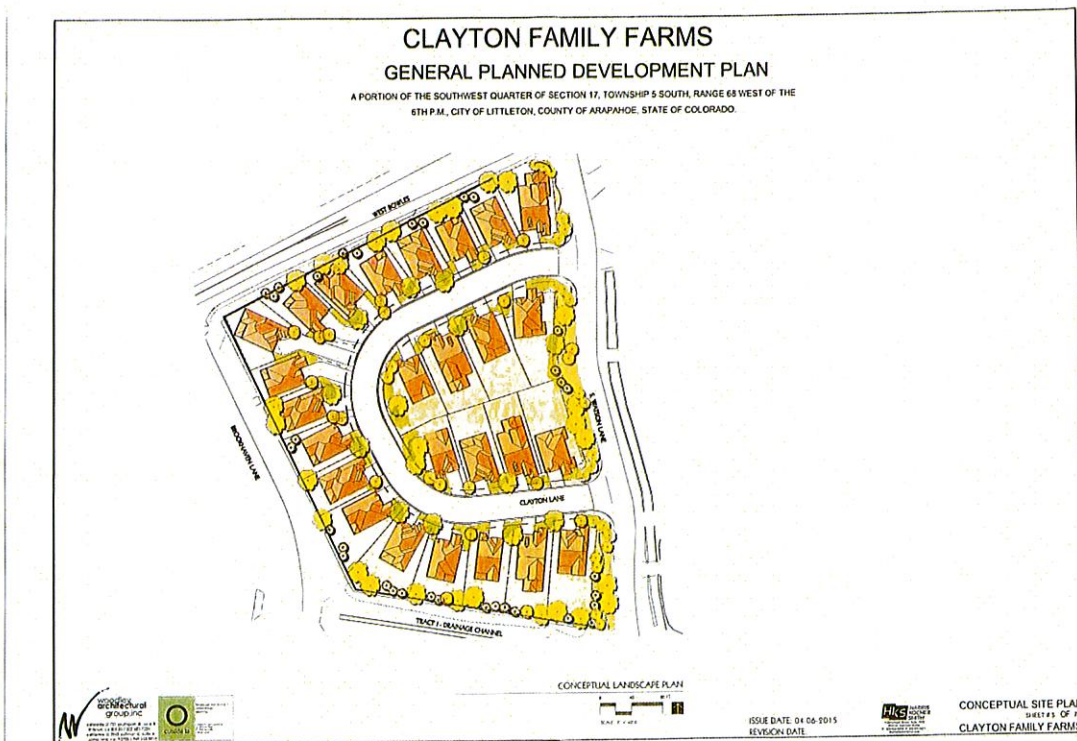
Recommended Motion: "I move to authorize the Mayor to send a letter stating the Town's concerns as discussed tonight"

Referral from City of Littleton
Clayton Family Farms

The City of Littleton has received an application for rezoning and plan approval and the case has been referred to the Town of Columbine Valley for their comments. The Town staff has prepared this report to assist the Town Planning and Zoning Commission and the Board of Trustee's in their review. The report has been revised to reflect the recommendations of the Planning Commission and public comments and to correct errors contained in the original report.

I. Description Of The Site, Existing Zoning , Proposed Zoning and Development

The application proposes to rezone a 4.2 acre parcel located at the southwest corner of Bowles Avenue and Watson Lane and develop the site with 26 single family residential units. The applicant is Clayton Family Farms LLC. The property is currently zoned RE (City of Littleton). The proposed zoning is PDR. The following illustrations show the site plan and architectural renderings. Table 1 compares the development standards specified for the existing zoning and the standards proposed in the planned development.



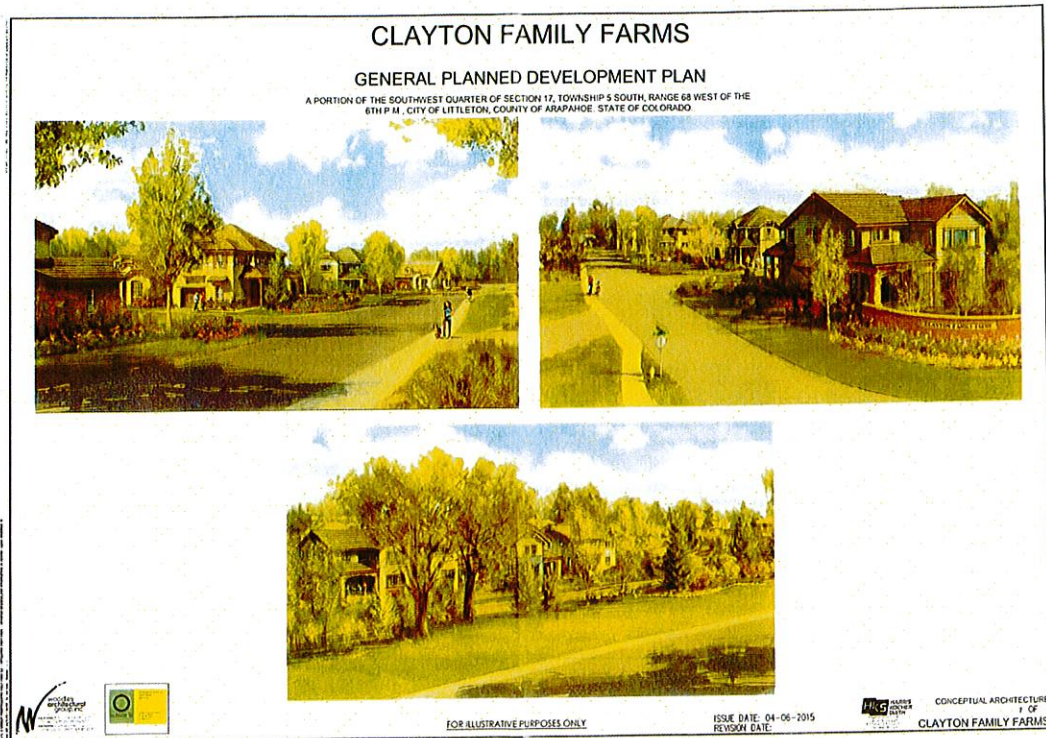


Table 1

Standard	Existing	Proposed
Zoning	RE (Residential Estates)	PDR (Planned Development Residential)
Density (DU's Acre)	2.0 DU's Acre (Max)	6.6 DU's Acre
Number of Lots	7 (max)	26
Minimum Lot Size	26,000 S.F.	4,500 S.F.
Average Lot Size	N/A	(Estimated 5,200 S.F.)
Open Space		
Common	Not Stated	Not Stated
Unobstructed (Includes Yards)	50%	40%
Building Height (Maximum)	30'	30'
Setbacks		
Front	20'	5'
Side	5'/10'	5'
Rear	20'	5'
Minimum Distance Between Buildings	10'/20'	10'
Parking (Off-Street)	2 per unit required by City Regulations	2 per unit required by City Regulations

Character of Adjacent Areas

The area adjacent to and near the Clayton Farms site is primarily low density residential and is characterized as follows:

To the north, across Bowles Avenue is Knights Addition to the City of Littleton. This is a single family residential neighborhood developed in the 1960's. It is zoned R-3 (Littleton) and the estimated density is 3.5 DU's per acre.

To the east, across Watson Lane, in Littleton, is Watson Lane Reserve, a single family residential subdivision developed in 2000. Watson Lane reserve has a density of 1.6 DU's per acre.

To the south, along the west side of Watson Lane are several very low density parcels that are zoned A (Agriculture) in the Town. At the far south of the area is Columbine Valley Estates, a single family residential subdivision containing six homes and developed in 2002. The zoning (Town) is RPD (Residential Planned Development) with a density of .73 DU's per acre.

To the west, is Brookhaven at Columbine Valley, a single family subdivision developed in 2000-2002. The density is 1.06 DU's per acre.

II. Existing and Projected Traffic

Included in the application submitted to the City is a Traffic Impact Study prepared by Kimley-Horn. The study contains existing traffic volume data as well as projected traffic volumes for the Clayton Farms development. The table below is a summary of the traffic data in the study.

**Table 2
Traffic Impact Summary**

Street	ADT (Average Daily Trips)	AM/PM Peak Hour
<u>Existing</u>		
Bowles Ave.	30,700	3050/3049
Watson Lane	250	25/24
<u>Projected 2017</u>		
Clayton Farms Traffic	304	28/20
Additional Background		
Bowles Ave.	1100	59/80
<u>Total 2017</u>		
Bowles Ave.	31,800	3109/3129
Watson Lane	550	53/54

III. Drainage

A Phase I Drainage Study was included in the referral packet and sent to the Town Engineer for his comments.

V. Design: Site Plan and Architectural Illustrations

The application contains both a "conceptual" landscape plan and architectural renderings that are labeled "For Illustrative Purposes Only".

VI. Referral Comments

The Town staff referred the plan to the following property owners and HOA's:

PROPERTY OWNERS
IN WATSON LANE AREA

Scott Swenson
3220 Lake Ave

Jeffery Berg/Carol Carson
401 Watson Lane

Gary and Karen Ausfahl
600 Watson Lane

Jack and Joanie Lilienthal
701 Watson Lane

Mike and Kate Schmitz
901 Watson Lane

HOA's

Brookhaven at Columbine Valley
Cliff Owens, President

Columbine Valley Estates HOA
Tom Marsh, President

Watson Lane Reserve (Littleton).
Frank Trainer, President.

The complete written comments received are attached to this report.

VII. Findings

The staff has reviewed the application for Clayton Family Farms, visited the site and read the comments received. Based on the review, site visit and comments received, the staff offers the following findings:

A. Justification for Rezoning

A basic planning and legal principle of zoning is that the existing zoning classification is valid. In order to change the zoning classification it must be shown that conditions in the area have changed to the point that the existing zoning is no longer appropriate. *The burden of proof in establishing that conditions have changed is always on the applicant requesting the change. The City is not obligated, nor should they be obligated, to prove that the existing zoning is valid.*

The Clayton Farms application addresses this issue in Section 3, Introduction and Project Overview. Paragraph 2 states "Under its current RE zoning, it presently

allows for 7 single family ½ acre lots. Based on these required lot sizes, the market price of homes built on them would have to range from the high \$1M to \$3Ms." The implied assumption is that the price of the land would require either higher density or very high home prices in order to make the project economically viable. The fallacy in this argument is that the City must consider the asking or paid value of the land in their rezoning decision. The price the applicant is offering or has paid is not a valid zoning consideration unless conditions in the area have changed to the point that the current market value of the land is so high that development under the existing zoning is no longer feasible.

Has the area changed to the point that the existing zoning is no longer valid? Since 2000, there have been three residential developments in the immediate area. These are:

1. Brookhaven Estates; Approved 8/22/2000
2. Columbine Valley Estates: Approved 5/20/2002
3. Watson Lane Reserve (Littleton): Approved 9/10/2000

Table 3 shows the development standards, under the current RE zoning for the Clayton Farms property compared to other development in the area since year 2000.

Table 3

Standard	Clayton Family Farms	Brookhaven Estates	Columbine Valley Estates	Watson Lane Reserve
Acreage	4.2	27.4	8.2	7.6
Zoning	RE	RPD	RPD	RE-PUD
Density (DU's Acre)	2.0 DU's Acre (Max)	1.06	.73	1.6
Lots-Number	7 Max	29	7	11
Minimum Size	26,000 S.F.	18,000 S.F.	41,366 S.F.	21,200 S.F.
Average Size	Not Stated	21,254 S.F.	42,434 S.F.*	23,853 S.F.
Open Space Public or Common	Not Stated	21.8%	24%	Not Stated
Building Height	30'	35'	32'	30'
Setbacks				
Front	20'	20'	25'	25'
Side	5'/10'	8'	20'	5'
Rear	20'	40'	60'/40'	20'
Minimum Distance Between Buildings	10'	16'	40'	15'

- Six lots developed since Year 2000

It is clear that the character of the area has not changed. In fact, the three approved developments since 2000 are very similar, in terms of development standards, to what would be allowed on the Clayton property if developed under its current zoning.

B. Compatibility with the Adjacent Land Uses

It is not the zoning, per se, that concerns the Town staff. The requested PDR zoning allows flexibility in design and it the common practice for rezoning's in Columbine Valley. However the development standards, especially the density, lot sizes and setbacks are significantly different than other development in the area. This is best shown by the following maps which illustrate the visual appearance of the proposed Clayton Farms development with the three adjacent or nearby residential neighborhoods. All the maps are at the same scale 1":150'.

The applicant also states that the proposed development would be similar to Willowcroft Manor. The differences between Clayton Family Farms and Willowcroft Manor are illustrated on the forth map.





CLAYTON FAMILY FARMS - CITY OF LITTLETON



CLAYTON FAMILY FARMS - DEVELOPMENT STANDARDS
 DENSITY: 0.28 DWELLING UNITS/ACRE
 LOT SIZES
 MINIMUM: 4,500 SF
 AVERAGE: 5,168 SF
 SETBACKS
 FRONT: 5 FT
 SIDE: 5 FT
 REAR: 5 FT
 MAXIMUM HEIGHT: 30 FT
 OPEN SPACE: 50% UNOBSERVED

COLUMBINE VALLEY ESTATES - TOWN OF COLUMBINE VALLEY



COLUMBINE VALLEY ESTATES - DEVELOPMENT STANDARDS
 DENSITY: 0.73 DWELLING UNITS/ACRE
 LOT SIZES
 MINIMUM: 41,392 SF
 AVERAGE: 42,450 SF
 SETBACKS
 FRONT: 25 FT
 SIDE: 30 FT
 REAR: 60 FT OR 40FT (LOT DEPENDENT)
 MAXIMUM HEIGHT: 32 FT
 OPEN SPACE: 28.8% (COMMON)

CLAYTON FAMILY FARMS - COLUMBINE VALLEY ESTATES COMPARISON



MAY 12, 2015



CLAYTON FAMILY FARMS - CITY OF LITTLETON



CLAYTON FAMILY FARMS - DEVELOPMENT STANDARDS
 DENSITY: 0.28 DWELLING UNITS/ACRE
 LOT SIZES
 MINIMUM: 4,500 SF
 AVERAGE: 5,198 SF
 SETBACKS
 FRONT: 5 FT
 SIDE: 5 FT
 REAR: 5 FT
 MAXIMUM HEIGHT: 30 FT
 OPEN SPACE: 50% UNOBSTRUCTED

WILLOWCROFT MANOR - TOWN OF COLUMBINE VALLEY



WILLOWCROFT - DEVELOPMENT STANDARDS
 DENSITY: 2.86 DWELLING UNITS/ACRE
 LOT SIZES: 6,878 SF MINIMUM / 7,788 SF AVERAGE
 SETBACKS
 FRONT: 20 FT
 SIDE: 5 FT
 REAR: 10 FT
 MAXIMUM HEIGHT: 30 FT
 OPEN SPACE: 24.4% (COMMON)

CLAYTON FAMILY FARMS - WILLOWCROFT MANOR COMPARISON



MAY 12, 2015



C. Traffic

The Traffic Impact Study is based on standard methodology, and for the most part, the Town staff takes no issue with the study's data and projections. There are some discrepancies that should be noted:

1. The projections for future traffic are extended to year 2017 and the Watson Lane 2017 volumes only account for addition of the Clayton Farms development. This is valid in that it is unlikely that any of the other vacant or underdeveloped properties will be developed by year 2017. However, the normal practice in traffic impact studies is to provide projections 15 to 20 years in the future. The Clayton Farms study does not provide that projection.
2. The analysis of the existing and projected traffic indicate no left turn at Bowles Avenue for northbound Watson Lane traffic. The study states that this left turn movement is "restricted". In fact, there is no sign prohibiting the left turn movement and those movements are made, especially during the off peak hours. We are concerned that there could be serious safety issues for both vehicular and pedestrian traffic in the future.
3. There may be a line of sight problem at Bowles Avenue for northbound Watson Lane traffic. The traffic study does not address this.
4. The study also contains errors concerning the two adjacent streets. Bowles Avenue is not controlled by CDOT. It was turned back to Littleton several years ago and the City is the permitting agency. Brookhaven Lane is not a private street. It is a public street in the Town of Columbine Valley.

The LOS (Level of Service) projection for the Watson Lane/Bowles Avenue intersection is LOS-D which is considered acceptable. The major problem now and in the future is how to accommodate the northbound Watson Lane drivers that desire to go west. The City should be asked to consider an additional exclusive right lane from Watson Lane to Federal with an apron or turn-around that would enable drivers to reverse direction. This would require cooperation from South Suburban Parks and Recreation.

D. Drainage

The Town Engineer has briefly reviewed the Phase I Drainage Study and made the following comments:

1. Sheet 5. The proposed condition plan does not address stormwater in terms of water quality, rate, or volume. This is not compliant with any current development criteria. If a beat-the-peak exception to the detention requirement is proposed, the analysis is likely to fail on the hydraulics of the small culverts under Watson Lane. The discharge from the Brookhaven regional pond maximizes the capacity of the Watson Lane culverts in the major design storm event. At a minimum, a detailed hydraulic analysis, including hydrologic routing information from the Brookhaven Pond discharge and the proposed development will be necessary to ensure adequate capacity of the Watson Lane culverts. If the proposed plan discharges downstream of Watson Lane, a similar analysis will be required to ensure the tailwater condition caused by the shallow slope of the Watson Lane roadside swale at the east end of the Watson Lane Drainageway D culverts does not adversely impact the culvert capacity.
2. Sheet 5. The proposed plan suggests surface runoff from the proposed development crossing Watson Lane. Given the dead-end access to multiple properties in both Littleton and Columbine Valley, roadway capacity limits on not only Clayton Lane but also Watson Lane need to be considered. And, without any further detail on stormwater flow paths it can only be assumed storm flows are across the road and would not meet single lane dry access for emergency vehicles during a storm event.

E. Design

As stated, the site plan submitted is conceptual. There is no scale or lot dimensions. Without this basic information, the Town staff is unable to comment.

The General Development Plan contains considerable detail relating to development and design standards. The plan detail also mentions specific model types (Colorado Farmhouse, Beaver Creek, Urban Mountain) However, there are no illustrations showing these specific model types. The Town staff, as a general practice, does not evaluate architectural design. In Columbine Valley that judgement is deferred to the Planning and Zoning Commission. However, the residents of the area do have opinions concerning the structural design and those concerns are included in the following Section.

F. Comments of Adjacent and Nearby Property Owners and HOA's

Comments were received from the following:

Jack and Joanie Lilienthal
Columbine Valley Estates HOA
Brookhaven HOA
Watson Reserve HOA (Littleton)

In summary the concerns expressed are:

1. The density is completely out of character with existing area neighborhoods.
 2. The lot size sizes in the area are 4-5 times that proposed for Clayton Farms
 3. The architectural fit and design are inconsistent with the neighborhood standards.
 4. The possible traffic hazard.
1. Questions concerning drainage impact on adjacent properties.

The complete written comments are attached to this report.

Summary of Findings

The Town staff and the residents of the area are not opposed to development of the Clayton Farms property nor are they opposed to the zoning classification (PDR) that has been requested. However, both the staff and the residents have major concerns with the proposed development standards, specifically the density and setbacks. We have clearly shown that the proposed development standards would be in conflict with the character of the adjoining and nearby neighborhoods.

The staff also has concerns about the traffic impact. Specifically, there is a problem with the desire to go west from the intersection of Bowles Avenue and Watson Lane.

VIII. Recommendations

This is a referral from the City of Littleton and the City staff will conduct a much more thorough analysis than is contained in this report. We recognize that any final decision on this application is solely the responsibility of the City, but we also know that it is custom to acknowledge the concerns of neighboring jurisdictions and their residents.

We have prepared a draft letter from the Mayor of Columbine Valley to the Littleton Planning Commission. This letter summarizes the concerns of the Town and its residents.

At their meeting on May 12th, the Planning Commission unanimously approved the following motion:

MOTION by Commissioner Dotson and a second by Commissioner Armstrong to direct staff to revise the draft letter to the City of Littleton Planning and Zoning Commission concerning the development at Clayton Family Farms to reflect comments made by the public, HOA representatives and Commissioners and to make clear that the Town of Columbine Valley Planning and Zoning Commission is unanimously opposed to the development as submitted to the City.

The motion was approved by the Planning and Zoning Commission (5-0).

The draft letter has been revised to reflect the concerns expressed by the Planning Commission and the public at the May 12th meeting. It is recommended that the Mayor be authorized to send a letter to the City of Littleton expressing the concerns of the Town. A draft letter for the Trustees consideration is included.



2 Middlefield Road
Columbine Valley, CO 80123
(303) 795-1434

DRAFT

May 20, 2015

**Jan Dickinson, City Planner
Community Development
City of Littleton
2255 W. Berry Ave.
Littleton, CO 80120**

RE: Clayton Family Farms

Dear Jan:

The Board of Trustees of Columbine Valley appreciates the opportunity to comment on the proposed rezoning and development plan submitted by Clayton Family Farms. We also appreciate the assistance and cooperation you have given our staff as they reviewed the proposal. The Board recognizes that Littleton has full responsibility and authority concerning land use decisions within your boundaries. Our comments are intended to convey our concerns and suggestions for consideration during the City's review of the application.

The application has been reviewed by our staff and was the subject of public meetings held by our Planning and Zoning Commission on May 12, 2015 and by the Board of Trustees on May 19, 2015. Both of these meetings were well attended by area residents, including some residents of the Watson Lane Reserve in Littleton.

We have major concerns with the development standards proposed in the plan, especially the density and setbacks, and with the design commitments. We also have some comments and suggestions relating to the traffic impact. Specifically, our concerns, comments and suggestions are:

A. Density, Lot Size, Setbacks

At 6.6 DU's per acre, the density far exceeds that in any of the adjacent and nearby neighborhoods. In addition, the lot sizes and setbacks are

significantly smaller. The following table illustrates this disparity by comparing the Clayton Farms proposal with developments in the area that have been built since year 2000.

Standard	Clayton Fam. Farms	Brookhaven Estates	Columbine Valley Estates	Watson Lane Reserve
Acreage	4.2	27.4	8.2	7.6
Zoning	PDR	RPD	RPD	RE-PUD
Density (DU's Acre)	6.6	1.06	.73	1.6
Lots-Number	26	29	7	11
Minimum Size	4,500 S.F.	18,000 S.F.	41,366 S.F.	21,200 S.F.
Average Size	5,200 S.F.	21,254 S.F.	42,434 S.F.*	23,853 S.F.
Open Space Public or Common	Not Stated	21.8%	24%	Not Stated
Building Height (Maximum)	30'	35'	32'	30'
Setbacks				
Front	5'	20'	25'	25'
Side	5'	8'	20'	5'
Rear	5'	40'	60'/40'	20'
Minimum Distance Between Buildings	10'	16'	40'	15'
Parking (Off-Street)	Not Stated	3+ per unit	3+ per unit plus 8 visitor	Not Stated

* Six lots developed since year 2000

The Board does not object to the PD-R designation. The use of a planned development approach provides both land owners and the City with more flexibility and is the common practice in Columbine Valley. We do however have serious concerns with the density, lot sizes and setbacks and are requesting that they be revised to be more compatible with those in the adjacent and nearby neighborhoods.

B. Design

The site plan submitted with the application is "Conceptual". The lot lines and streets are not dimensioned. The architectural renderings are labeled "For Illustrative Purposes Only" and provide no assurances as to what will actually be built. We would like to see, at a minimum,

1. A preliminary plat showing lot dimensions or inclusion of lot dimensions on the site plan.
2. Illustrations of the actual models mentioned in the General Development Plan.
3. The plan as presented does not provide for any suitable form of pedestrian/bike connections between our communities. We encourage the developer and Littleton to work with us to establish that connectivity for the benefit of the many Littleton, Columbine and other residents who utilize these connections to access the Platte River trails and the retail establishments in downtown Littleton on a regular basis".

C. Traffic

The Traffic Impact Analysis appears to adhere to the accepted methodology for studies of this type and we do not dispute the traffic generation numbers. However, the study only projects traffic through the development of Clayton Farms in Year 2017. It is typical for traffic studies to project the additional background traffic through a 15-20 year horizon. In the Town of Columbine Valley portion of the Watson Lane area there are number of vacant and undeveloped parcels and our staff has estimated that future development of those parcels could generate from 25-50 additional single family residences.

The traffic study projects that all northbound traffic on Watson Lane will turn right at Bowles Avenue because the left turn movement is "restricted". However, there is no sign prohibiting the left turn movement and in fact, there are drivers that make that movement, and sometimes in the AM peak hour. We can, with some assurance, project that 20-30% of the northbound traffic on Watson Lane will desire to go West on Bowles Avenue. The unspoken assumption is that those drivers will make a right turn and then, at some point, reverse direction to go west. How this is accomplished is not known. We are requesting that:

1. The applicant have the Traffic Study updated to provide a 15-20 year forecast and factor in future development potential in the Watson Lane area.

- 2.. The City consider the installation of an additional, exclusive right lane on Bowles Avenue from Watson Lane to Federal Blvd., and the construction of a turn-around that would allow traffic to have full-turning movements at a signalized intersection. We recognize that this would require cooperation from South Suburban Parks and Recreation District.
4. The applicant analyze whether there is a line of sight problem at the Bowles Avenue/Watson Lane intersection, looking west.
5. The City of Littleton recognize that the traffic congestions on Bowles Avenue is such that any increase in density from what current zoning provides for any project with primary access to Bowles Avenue" be deferred, until the congestion problem is addressed.

D. Drainage

Our engineers have expressed reservations over the adequacy of the drainage study submitted with the application.

We would like to have the opportunity to express our concerns and present our suggestions at the City Planning Commission meeting. A representative of the Town will make our presentation and we would request sufficient time allotted for our presentation which should not take more than 10 minutes.

Again, thank you for his opportunity to comment.

Sincerely;

Gale Christy, Mayor

Written Comments Received

Columbine Valley Estates

May 4, 2015

Mr. Phil Sieber
Town Planner
Town of Columbine Valley, Colorado
2 Middlefield Road
Columbine Valley, CO 80123

Dear Phil:

The Columbine Valley Estates HOA has reviewed the application for rezoning and development plan submitted to the City of Littleton pertaining to the Clayton Family Farms located at the corner of Bowles Ave. and Watson Lane adjoining the Town of Columbine Valley. As a result, we strongly object to this plan as presented for the following reasons:

1. The density of this proposed development is completely out of character with the existing neighborhood. As you point out in your letter, the density per acre in the existing community is 2.0 DU's per acre (Max) and the proposed development plan (26 Units on 4.2 Acres) would result in a density of 6.6 DU's per acre, an increase of over 3 fold. This development plan can in no way be considered to preserve the existing character of the neighborhood.
2. The lot size of the proposed development is estimated to be 5,200 S.F. per unit. The lot size of the existing community is 26,000 S.F. (Min) per unit resulting in a 5 fold reduction in lot size. Once again, in no way can this be considered to preserve the existing character of the neighborhood.
3. By design, Watson Lane is intended to present a country lane character. It is a 24' wide street with an already dangerous intersection at Bowles Ave. Turns onto Bowles Ave. from Watson Lane or onto Watson Lane from Bowles Ave. is a problem with the traffic patterns

today. To at least double this problem presents an unacceptable situation to the neighborhood.

Phil, I want to thank you for your attention to this proposed rezoning and development plan. Although it is the city of Littleton, if implemented as proposed, it will have a very negative impact on our neighborhood and indeed, the Town of Columbine Valley. We stand ready to actively support the defeat of this plan as proposed.

Sincerely,

Tom Marsh
President, Columbine Valley Estates HOA

Watson Lane Reserve (Littleton)

April 30, 2015

Frank Trainer

Phil

Our major concerns with the development are:

The proposed development is more than inconsistent with the neighborhood – it's a radical departure.

- 6.6 houses per acre in an area zoned for 2 houses per acre
- The architectural fit and design are inconsistent with the neighborhood standards

We will look to you to evaluate the drainage issues, but the absence of a drainage collection area and the elimination of most of the surface area with impervious material is problematic. Similarly, we will look to you to evaluate the traffic. Unquestionably this is a cumulative process and the potential development on Watson Lane should be taken into account. I was struck by your comment the other day that Littleton didn't want to connect with Brookhaven (by road) in order to maintain its rural country road character. It's clearly losing this character.

When we met with Jan Dickinson and Glen VanNimwegen a couple of months ago they said that single story development of this property, which would be amenable to seniors, would be consistent with the Littleton's Comprehensive Development Plan. The proposed development is for two story houses.

Finally, we find it offensive that the drawing he showed us in January in no way bears any resemblance to the conceptual drawings submitted with his proposal. It deception, pure and simple.

Lilienthal

May 5, 2015

Dear Phil,

Jack and I would be firmly against a PUD of this density. It would diminish the ambiance of Watson Ln. and existing homes on Watson Ln. would no doubt lose the quality they have now. BUT, the main reason we would be so against this proposal is the unsafe traffic hazard it would create. It is a nightmare for present residents on Watson Ln. to try to go West on Bowles at almost any time of day, but impossible at peak times of day. Adding 26+ cars all going any direction onto Bowles would increase an already unsafe egress onto Bowles. This property should have a PUD not exceeding the current zoning. Watson Ln. If there is a car parked in front of one of the homes has a tight squeeze when two cars are trying to navigate in both directions. It would create a bottleneck waiting to get onto Bowles. Presently the road will only accommodate 1 car turning I either direction, so if there is a LONG wait for someone to go west, no one can go east either as there is only one lane for either turn. Watson Ln. was never designed to be a major roadway and this property being right at the outlet would require a major traffic revamp. 7 units would be consistent with the neighborhood and would be less traffic to impact the situation. Thank you, Joanie and Jack
Lilienthal

**Brookhaven HOA
Comments Concerning the Development of the Clayton Property
May 6, 2015**

The following comments concerning the proposed development of the Clayton Property represent the input of a majority of Brookhaven at Columbine Valley HOA homeowners. **There were no dissenting opinions to those stated below.** We believe the issues related to increased traffic congestion and drainage rise to the level of "serious health and safety concerns" which must be resolved before the project can even reasonably be reviewed by the City of Littleton Town Planner.

The proposed Clayton Farms Development Plan needs significant modification due to the following issues:

- Development increases traffic danger: The proposed development will significantly increase the already dangerous situation existing at the intersection of Bowles and Watson Lane. A redesign of the Watson Lane/ Bowles / Federal interchange needs to be undertaken. Without an improvement, increased traffic exiting and entering Watson Lane will significantly increase the danger for pedestrians and cyclist crossing Watson Lane at the corner as well as drivers making the turn. Further, if Watson Lane is restricted to right in, right out this will create an unacceptable traffic condition for Brookhaven as Watson Lane residents travelling west on Bowles will most likely circle through Brookhaven to turn right into Watson Lane. Today, there are 26 homes along Watson Lane that could grow to 82 units over the next several years if Littleton and Columbine Valley approve a medium density level of housing units for the open acreage along Watson Lane (higher if Littleton approves the 26 proposed units at Clayton Farm). Not addressing traffic problems now will only worsen a bad situation.
- Proposed housing density does not fit with the surrounding neighborhoods: The proposed density of six homes per acre is unacceptable and should be reduced to a level consistent with the existing zoning (2 DU per acre and minimum lot size of 26,000 sq. ft.) The immediate surrounding developments, Watson Lane and Brookhaven Estate homes have densities of 1.6 DU and 1.1 DU, respectively. The near-by Willowcroft development has a density of 2.9 DU, less than half of the proposed Clayton farms density.
- Flood Drainage Plan is unacceptable: There is no provision for a rainwater retention area in the Clayton Farms development. The preliminary plan assumes that rain will be channeled into the Urban Drainage Ditch that runs south of Clayton Farms. The Urban Drainage Ditch is built on land owned by Brookhaven HOA. We will not allow the Clayton Farm development to channel their incremental drainage into the Urban Drainage Ditch across our land because it will increase the flood risk to our community by adding an incremental quantity of water to our retention area.
- Proposed plan totally disregards open space and green areas and is, therefore, inconsistent with the surrounding neighborhoods: Brookhaven open space is 22.5% of the total acreage. Based on the preliminary drawings of Clayton Farms, there is no provision for open space. Brookhaven HOA believes there should be a

comparable allowance for open space to maintain the overall appearance of the area.

- No plan exists to deter damage to the Urban Drainage Ditch and access path during construction: Development of the property will require significant movement of dirt that, if not properly managed, will potentially damage or destroy the Urban Drainage Ditch or access, and/or block required flow of rain water. Such actions will potentially increase the flood risk for Brookhaven homeowners.
- Street width appears inadequate (not specified on the renderings): The short driveways shown in the drawings will limit parking. The situation will create fire safety issues for the City of Littleton and the homes in Brookhaven HOA and on Watson Lane adjacent to Clayton Farms. Additionally, residents or visitors may end up parking on Brookhaven streets and crossing the proposed short wall. This would be totally unacceptable.
- Proposed requirement for a brick wall consistent with Brookhaven and Willowcroft: The City of Littleton should require a wall along the Brookhaven boundary and the Urban Drainage ditch consistent with the Brookhaven six-foot brick wall. In a meeting with Brookhaven homeowners, Mr. Healy indicated trees may be planted to create an equivalent barrier. Given the proposed five-foot setbacks, it is highly doubtful that trees of any significance could be planted as a barrier.
- Renderings of Clayton Farms are misleading: The Developer should provide realistic renderings that do not use trees drawn between homes to give the appearance of larger houses. The five-foot setbacks would most likely not allow room for trees as shown.
- There is no indication that there will be a Homeowners Association (HOA): If an HOA is not contemplated, it should be added to the plan to ensure long-term exterior and landscaping consistency as residents modify and improve their homes.
- There is no specification of exterior materials to be used in construction: These materials should be specified and consistent with the surrounding homes on Watson Lane and in Brookhaven. Even with a significant reduction in housing density, the homes could still be inconsistent with the surrounding neighborhoods unless the exterior materials are comparable.

Other Important Note: In discussions with Brookhaven homeowners, Mr. Healy made a comment that the driveway easement that exists from the Kelley property (3430 West Bowles) may be retained as a bike path or walkway. Per the easement agreement, this easement will no longer exist once the Kelley home is razed. The easement agreement limits the use to that of a driveway for the existing home. Any new building or modification to the existing building must be approved by the Brookhaven HOA for the easement to continue to be used. It is highly unlikely the Brookhaven HOA would approve continuation of the agreement.