

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

April 16, 2024

6:30PM

**A G E N D A**

1. ROLL CALL 6:30 p.m.
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT  
*Each speaker will be limited to three minutes. The Board of Trustees is not authorized by the Colorado Open Meetings Law to discuss, comment, or act at the meeting on any issue raised by public comment. The Mayor may refer the matter to the Town Administrator or Town Attorney for immediate comment, or to staff to obtain additional information and report back to the Board as appropriate.*
4. CONSENT AGENDA Mayor Palmer
  - a. Approval of March 19, 2024 Minutes
5. OLD BUSINESS
  - a. Park Bench and Tree Recognition Policy Mr. McCrumb
  - b. Fairway Lane Entrance Mr. McCrumb
  - c. Public Hearing for Trustee Bill #4 – 2024 WP 2<sup>nd</sup> FDP Amendment
    - i. Trustee Bill #4 – 2024 (2<sup>nd</sup> Reading) Mr. Kaslon
  - d. Public Hearing for Trustee Bill #5 – FDP Expiration  
Trustee Bill #5 – 2024 (2<sup>nd</sup> Reading) Mr. Schiller
6. THANKS AND REMARKS Mayor Palmer
7. RECESS MEETING Mayor Palmer
8. SWEARING IN OF MAYOR AND TRUSTEES Judge McCarthy
  - a. Mayor Bruce Menk (2 years)
  - b. Trustee Mike Giesen (4 years)
  - c. Trustee Betsy McCain (4 years)
  - d. Trustee Dave Huelskamp (4 years)
8. ROLL CALL
9. REPORTS
  - a. Mayor
  - b. Trustees
  - c. Finance Report
  - d. Town Administrator
  - e. Chief of Police
  - f. Municipal Judge
10. APPOINTMENTS AND OATHS Mayor Menk
  - a. Mayor Pro Tem
  - b. Appointment of Commissioners
  - c. Town Officials
    - a. Town Administrator
    - b. Town Clerk
    - c. Town Marshall
    - d. Town Attorney
    - e. Town Treasurer
    - f. Building Inspector
    - g. Court Clerk
    - h. Municipal Judge
11. NEW BUSINESS
  - a. Town Hall Special Event Permit
12. ADJOURNMENT

**TOWN OF COLUMBINE VALLEY**  
**BOARD OF TRUSTEES**  
Minutes  
March 19, 2024

Mayor Palmer called the Regular Meeting of the Trustees 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: Roy Palmer, Bill Dotson, Kathy Boyle, Mike Giesen, Ed Icenogle,  
Jim Tarpey, and Al Timothy\*  
Also present: Lee Schiller, J.D. McCrumb, Bret Cottrell, Troy Carmann\*, Hobbes  
Hayden, Brent Kaslon, and Battalion Chief Anthony Valdez of SMFR  
*\* participated virtually*

**PUBLIC COMMENT:**

Mara Marks, 8 Driver Lane, concerns w TB#4 purpose statement language as presented;  
Jon Piper, 3 Cleek Way, shares concerns as expressed by Mrs. Marks;  
Tim Vandel, 14 Fairway Lane, shares concerns as expressed by Mara Marks;  
John Cheney, 5 Wild Plum Ct – Pres. of WP Metro district, in alignment with changes  
suggested by Mara Marks.

**CONSENT AGENDA**

**ACTION: upon a motion by Trustee Tarpey and a second by Trustee Dotson,  
the Board of Trustees unanimously approved the consent agenda.**

**REPORTS**

- A. Mayor Palmer reminded all this would be his last meeting and had no report.
- B. Trustees Dotson thanked the Chief for his work getting the Public Safety IGA passed.
- C. Mr. McCrumb presented the financials and answered Trustee questions.
- D. Mr. McCrumb reviewed his report as presented in the Trustees Packet.
- E. Chief Cottrell reviewed his report as presented in the Trustee Packet.

**PRESENTATIONS:** Mr. McCrumb presented the two options for recognizing Sandy Graham which included a plaque recognizing past P/Z Chairs for the board room and a bench memorial policy draft. The Trustees directed staff to finalize the bench program.

Mr. Hayden presented the 2024 summer road projects and asked for direction on the Fairway Lane pavers. The Trustees directed staff to discuss options with the Old Town HOA and come back with a recommendation including their endorsement.

**OLD BUSINESS**

**Trustee Bill #1 – WP 2<sup>nd</sup> Plat Amendment (2<sup>nd</sup> Reading):** Mr. Kaslon and Mr. Schiller presented the ordinance. Trustee Icenogle reported that his firm represented the town in creation of documents associated with the WP FDPlat and would therefore abstain from this item.

**PUBLIC HEARING:** Mayor Palmer opened a public hearing on Trustee Bill #1 at 7:36 p.m. There was no public comment. Mayor Palmer closed the public hearing at 7:39 p.m.

**ACTION: upon a motion by Trustee Dotson and a second by Trustee Giesen, the Board of Trustees approved Trustee Bill #1-2024 on 2<sup>nd</sup> reading 6-0 with Trustee Icenogle abstaining.**

**Trustee Bill #2 – Flood Plain Amendment (2<sup>nd</sup> Reading):** Mr. Carmann presented the ordinance.

**PUBLIC HEARING:** Mayor Palmer opened a public hearing on Trustee Bill #2 at 7:40 p.m. There was no public comment. Mayor Palmer closed the public hearing at 7:42 p.m.

**ACTION:** upon a motion by Trustee Boyle and a second by Trustee Tarpey, the Board of Trustees unanimously approved Trustee Bill #2-2024 on 2<sup>nd</sup> reading.

**Trustee Bill #3 – Fire Code Update (2<sup>nd</sup> Reading):** Chief Valdez presented the ordinance.

**PUBLIC HEARING:** Mayor Palmer opened a public hearing on Trustee Bill #3 at 7:45 p.m. There was no public comment. Mayor Palmer closed the public hearing at 7:46 p.m.

**ACTION:** upon a motion by Trustee Tarpey and a second by Trustee Boyle, the Board of Trustees unanimously approved Trustee Bill #3-2024 on 2<sup>nd</sup> reading.

## **NEW BUSINESS**

**Trustee Bill #4 – WP 2<sup>nd</sup> Plan Amendment (1<sup>st</sup> Reading):** Mr. Kaslon and Mr. Schiller presented the ordinance. Mr. Schiller proposed meeting with Mr. Cheney prior to the second reading.

**ACTION:** upon a motion by Trustee Tarpey and a second by Trustee Boyle, the Board of Trustees unanimously approved Trustee Bill #4-2024 on 1<sup>st</sup> reading including an amendment presented by Mayor Palmer and 2<sup>nd</sup> by Trustee Dotson that includes language presented by Mrs. Marks and set a public hearing for April 16, 2024.

**Trustee Bill #5 – Land Use Regulations/FDP Expiration (1<sup>st</sup> Reading):** Mr. Schiller presented the ordinance.

**ACTION:** upon a motion by Trustee Dotson and a second by Trustee Boyle, the Board of Trustees unanimously approved Trustee Bill #5-2024 with a six month timeline on 1<sup>st</sup> reading and set a public hearing for April 16, 2024.

**Resolution #4-2024:** Mr. McCrumb presented the Capital Improvement Program resolution. The Trustees offered no change.

**ACTION:** upon a motion by Trustee Boyle and a second by Trustee Tarpey, the Board of Trustees unanimously approved Resolution #4-2024.

**Resolution #5-2024:** Mr. Schiller presented the resolution voicing a position on HB 24-1152. The Trustees asked clarifying questions.

**ACTION:** upon a motion by Trustee Dotson and a second by Trustee Timothy, the Board of Trustees unanimously approved Resolution #5-2024.

**Building Department IGA:** Mr. McCrumb presented the IGA. The Trustees asked clarifying questions.

**ACTION:** upon a motion by Trustee Dotson and a second by Trustee Boyle, the Board of Trustees unanimously approved the IGA.

**Appointments to the Board of Adjustments:** Mr. McCrumb presented the individuals who were recommended by HOA presidents to serve on this body. The Trustees asked clarifying questions.

**ACTION:** upon a motion by Trustee Icenogle and a second by Trustee Giesen, the Board of Trustees unanimously approved the appointments.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at approximately 8:12 p.m.

Submitted by,  
J.D. McCrumb, Town Administrator





**Request for Board of Trustee Action**

**Date:** April 16, 2024

**Title:** Bench and Tree Recognition Policy

**Presented By:** J.D. McCrumb, Town Administrator

**Prepared By:** J.D. McCrumb, Town Administrator

**Background:** From time to time requests are presented to Town Hall to recognize citizens who have made a contribution to the town.

The attached policy outlines the process individuals or groups can take in order to recognize such contributions.

**Attachments:** Bench and Tree Recognition Policy

**Staff Recommendations:** Approve as presented.

**Recommended Motion:** “I move to approve the Bench and Tree Recognition Policy as presented.”



## **Park Bench and Tree Recognition Policy**

Organizational Department: Public Works

Document Type: Policy

Effective Date: April 16, 2024

### **PURPOSE**

From time-to-time requests are presented to Town Hall to recognize those who have made a contribution to the town. This policy will enable Town staff to process requests in the most efficient manner possible.

### **SCOPE**

Recognition options have been selected for uniformity and maintainability. Columbine Valley will install and maintain the recognitions, which includes the replacement of damaged and worn installations at no additional cost to the donor.

### **POLICY, PROCESS, PROCEDURE, or STANDARD**

**Location:** Recognition types are dependent upon desired location and availability. Columbine Valley staff will strive to offer several fitting sites to choose from. Recognitions will only be accepted and installed if space, as determined by town staff, is available. Staff will maintain a waitlist if sites are not available at the time an application is received. There is no cost associated with being on the wait list.

**Trees:** Columbine Valley staff will provide a number of tree species to choose from based on donor's desired planting location. Upon request, donors and guests may be present for the planting ceremony. Cost: \$1,500.

**Benches:** Columbine Valley staff will install a new memorial-specific bench that includes an engraved plaque on its backrest. Benches are powder-coated steel mounted onto a concrete pad. New location requests are subject to approvals, including but not limited to consideration of existing memorials, programs, mowing access, tree root and irrigation line proximity. Cost: \$5,000.

**Installation:** Installation and plantings occur seasonally and as staffing allows. Donors should anticipate up to six months from the time of order to installation. Trees are planted only in the spring and fall for optimal success.

**Recognition:** With each recognition a brass plaque is inscribed and given to the donor as an acknowledgement of their donation. Inscription specifics: up to five lines of text with 28 characters per line including spaces.

### **APPLICATION NOTES**

A completed application is due to process the order. Full payment will be collected prior to any installation activities.



The application process will be administered by staff and will include information to include:

- Person or occasion being recognized:
- Recognition Type: Tree or Bench
- Requested Area/Neighborhood/Location:
- Inscription:
- Donor Name:
- Address:
- Phone:
- Email:

I agree to make the above designated donation to the Town of Columbine Valley. The parties acknowledge that the intent of this program is to place and display recognitions in perpetuity, barring circumstances which would necessitate the recognition being removed, moved, stored, or modified. Columbine Valley will dedicate a good faith effort to the recognition's preservation and/or survival but bears no liability in any nature. Donor further acknowledges that it retains no property or other rights regarding the recognition.

Policy Owner Title: Public Works Manager  
Policy Review By: Town Administrator  
Last Review Date: April 16, 2024



**Request for Board of Trustee Action**

**Date:** April 16, 2024  
**Title:** Fairway Lane Entrance  
**Presented By:** J.D. McCrumb, Town Administrator  
**Prepared By:** J.D. McCrumb, Town Administrator; Hobbes Hayden, Public Works Manager

**Background:** In the fall of 2022 Town staff authorized the removal of the entrance pavers at Fairway Lane and Platte Canyon Road as part of the Denver Water main replacement project. Staff did not consult the Old Town HOA about the decision to remove the pavers or not to replace them.

At that time HOA representatives contacted Town staff about having the pavers reinstalled and have brought those concerns to the Board of Trustees, who directed staff to research replacement options for future consideration.

In March 2023, Town staff brought the following options to the Trustees for consideration. In a subsequent meeting, at the direction of the Trustees, Town staff met with an HOA representative who expressed a strong endorsement for full replacement of the pavers (option 2).

- Option 1: Leave as is/no action           \$0.00
- Option 2: Brick pavers                   \$70,000 (HOA preference)
- Option 3: Single color concrete       \$87,000
- Option 4: Multi color concrete       \$110,000

**Attachments:** None.

**Staff Recommendations:** Considering cost and future maintenance, Public Works staff recommends leaving the intersection as it exists today.

**Recommended Motion:** “I move that staff proceeds with option \_\_\_\_\_and allocating appropriate monies from the capital funds to cover the cost of this project.”



## **Request for Board of Trustee Action**

**Date:** April 16, 2024

**Title:** Trustee Bill #4 - Second Amendment to the Final Plan – Wild Plum 2<sup>nd</sup> Reading

**Presented By:** Brent Kaslon, Town Planner

**Prepared By:** Brent Kaslon, Town Planner

**Background:** This major amendment to the Final Development Plan for the Wild Plum neighborhood is to essentially hand over architectural control to the Metro District. During the final plan process for Wild Plum, to protect the interests of the Town, strict architectural control measures were enacted in the Planned Development Standards for the neighborhood to ensure that monotony (repetition in housing type and style) in the development did not occur. All the homes have been completed (or are soon to be completed) and thus these restrictions are no longer needed. Town Staff was approached by the Metro District Board to pursue the changes that are noted in the redlines to the Final Development Plan. Overall, these changes put future architectural control into the Board of the Metropolitan District’s purview, like the other Hoa’s in Columbine Valley, to have influence in how their neighborhood is administered. The neighborhood will still have to abide by all the setback standards, height standards, etc. as shown in the development stipulations chart that were approved in the original Final Development Plan for the neighborhood.

After the 1st Reading the Trustees directed staff to review the proposed language with applicable stakeholders. Those conversations occurred and are reflected in the draft attached.

**Attachments:** Trustee Bill #4 - 2024  
2024-03-19\_Wild Plum FDP Plan Change Redlines  
2024-03-19\_Wild Plum Second Plat Amendment Staff Report

**Staff Recommendations:** Approve as presented.

**Recommended Motion:** “I move to approve the Second Amendment to the Final Plan for Wild Plum on 2<sup>nd</sup> Reading.”

A BILL FOR AN ORDINANCE  
OF THE TOWN OF COLUMBINE VALLEY APPROVING THE SECOND AMENDMENT  
TO THE WILD PLUM FINAL DEVELOPMENT PLAN

WHEREAS, the Board of Trustees of the Town of Columbine Valley heretofore approved the Wild Plum Final Development Plan, which was recorded with the Arapahoe County Clerk and Recorder on March 18, 2018, and

WHEREAS, the Board of Trustees of the Town of Columbine Valley thereafter approved the Wild Plum First Amendment to the Wild Plum Final Development Plan which was recorded with the Arapahoe County Clerk and Recorder on January 16, 2021; and

WHEREAS, the Wild Plum Metropolitan District desires to further amend the Wild Plum Development Plan with a Second Amendment which would among other things provide that the district will have architectural control over the Wild Plum Community; and

WHEREAS, the Board of Trustees of the Town of Columbine Valley desires to approve such a Second Amendment to the Wild Plum Final Development Plan; and

WHEREAS, the Board of Trustees of the Town of Columbine Valley deem that this Ordinance, approving the Second Amendment to the Wild Plum Final Development Plan, serves the public health, safety and welfare.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY, COLORADO, as follows:

Section 1. The Board of Trustees hereby approves the Second Amendment to the Wild Plum Final Development Plan. The Architectural Control Committee of the Wild Plum Metro District is hereby authorized and empowered to enforce the Design Guidelines including the architectural guidelines, set forth in the Second Amendment to the Wild Plum Final Development Plan.

Section 2. Should any section clause, sentence, part or portion of this Ordinance be adjudged by any court to be unconstitutional or invalid, the same shall not affect, impair, or invalidate the Ordinance as a whole or any part thereof other than the part or portion declared by such court to be unconstitutional or invalid.

Section 3. The Town Clerk shall certify the passage of this Ordinance and cause notice of its contents and passage to be published.

Section 4. This Ordinance shall be in full force and effect upon the expiration of thirty (30) days after the publication of this Ordinance in the Littleton Independent, Littleton,

Colorado, said newspaper being a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

Introduced as Trustee Bill No. 6, series of 2024, at a regular meeting of the Board of Trustees of the Town of Columbine Valley, Colorado, on the 19th day of March, 2024, passed by a vote of 6 for and 0 against, on first reading; passed on second reading at a regular meeting of the Board of Trustees held by a vote of \_\_\_\_ for and \_\_\_\_ against on the \_\_\_\_ day of April, 2024, and ordered published in the Littleton Independent on the \_\_\_\_ day of \_\_\_\_\_, 2024.

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Roy Palmer, Mayor

ATTEST:

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J.D. McCrumb, Clerk of the Town



**LEGAL DESCRIPTION**

(PREPARED BY AZTEC CONSULTANTS)

TRACT 1:

A TRACT OF LAND IN SOUTH 1/2 NORTHEAST 1/4 OF SECTION 30, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:

COMMENCING AT CORNER NUMBER 1 LOCATED IN THE NEVADA DITCH, 6 FEET WEST FROM CENTER OF NORTHEAST 1/4 OF SAID SECTION 30, THENCE IN A SOUTHWESTERLY DIRECTION ALONG THE CENTER OF SAID DITCH 1440 FEET, MORE OR LESS, TO CORNER NUMBER 2, THE POINT OF INTERSECTION OF CENTERLINE OF SAID DITCH WITH SOUTH LINE OF NORTHEAST 1/4 OF SAID SECTION 30, SAID CORNER NUMBER 2 BEING 468 FEET, MORE OR LESS, WEST FROM SOUTHWEST CORNER OF SOUTHEAST 1/4 NORTHEAST 1/4 OF SAID SECTION 30, THENCE EAST ALONG SOUTH LINE 1156.6 FEET MORE OR LESS TO CORNER NUMBER 3, THENCE NORTH 1320 FEET TO CORNER NUMBER 4, THENCE WEST 676.5 FEET MORE OR LESS, TO CORNER NUMBER 1, THE PLACE OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

TRACT 2:

NORTHWEST 1/4 NORTHWEST 1/4 OF SECTION 29, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN AND THAT PART OF THE NORTHEAST 1/4 NORTHEAST 1/4 OF SECTION 30, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN LYING EAST OF THE NEVADA DITCH, COUNTY OF ARAPAHOE, STATE OF COLORADO.

TRACT 3:

A TRACT OF LAND IN THE NORTHEAST 1/4 NORTHEAST 1/4 OF SECTION 30, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF ARAPAHOE, STATE OF COLORADO AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 NORTHEAST 1/4 OF SAID SECTION 30, A PIN WITH CAP LS 9872,

THENCE SOUTH 00 DEGREES 49 MINUTES 17 SECONDS WEST 975.96 FEET ALONG THE WEST LINE OF SAID NORTHEAST 1/4 NORTHEAST 1/4 TO THE TRUE POINT OF BEGINNING,

THENCE ALONG AN EXISTING FENCE LINE THE FOLLOWING EIGHTEEN (18) COURSES:

- 1) THENCE SOUTH 83 DEGREES 44 MINUTES 02 SECONDS EAST, 27.77 FEET,
2) THENCE SOUTH 78 DEGREES 50 MINUTES 11 SECONDS EAST, 76.98 FEET,
3) THENCE SOUTH 83 DEGREES 20 MINUTES 28 SECONDS EAST, 15.55 FEET,
4) THENCE SOUTH 84 DEGREES 48 MINUTES 12 SECONDS EAST, 7.57 FEET,
5) THENCE NORTH 86 DEGREES 09 MINUTES 37 SECONDS EAST, 7.72 FEET,
6) THENCE NORTH 79 DEGREES 57 MINUTES 55 SECONDS EAST, 23.11 FEET,
7) THENCE NORTH 57 DEGREES 38 MINUTES 54 SECONDS EAST, 17.48 FEET,
8) THENCE NORTH 61 DEGREES 58 MINUTES 24 SECONDS EAST, 6.84 FEET,
9) THENCE NORTH 41 DEGREES 02 MINUTES 15 SECONDS EAST, 6.33 FEET,
10) THENCE NORTH 35 DEGREES 52 MINUTES 22 SECONDS EAST, 7.67 FEET,
11) THENCE NORTH 27 DEGREES 32 MINUTES 55 SECONDS EAST, 7.67 FEET,
12) THENCE NORTH 19 DEGREES 51 MINUTES 32 SECONDS EAST, 7.74 FEET,
13) THENCE NORTH 15 DEGREES 08 MINUTES 46 SECONDS EAST, 7.72 FEET,
14) THENCE NORTH 05 DEGREES 54 MINUTES 46 SECONDS EAST, 6.66 FEET,
15) THENCE NORTH 01 DEGREES 16 MINUTES 12 SECONDS WEST, 6.96 FEET,
16) THENCE NORTH 04 DEGREES 23 MINUTES 46 SECONDS EAST, 6.73 FEET,
17) THENCE NORTH 16 DEGREES 55 MINUTES 18 SECONDS WEST, 8.77 FEET,
18) THENCE NORTH 43 DEGREES 25 MINUTES 18 SECONDS EAST, 172.41 FEET TO THE INTERSECTION WITH THE CENTERLINE OF THE NEVADA DITCH,

THENCE ALONG THE CENTERLINE OF THE NEVADA DITCH THE FOLLOWING EIGHT (8) COURSES:

- 1) THENCE SOUTH 37 DEGREES 58 MINUTES 45 SECONDS EAST, 79.24 FEET
2) THENCE SOUTH 47 DEGREES 17 MINUTES 26 SECONDS EAST, 88.46 FEET
3) THENCE SOUTH 15 DEGREES 04 MINUTES 07 SECONDS EAST, 26.93 FEET
4) THENCE SOUTH 29 DEGREES 11 MINUTES 51 SECONDS WEST, 38.95 FEET
5) THENCE SOUTH 53 DEGREES 40 MINUTES 23 SECONDS WEST, 126.61 FEET
6) THENCE SOUTH 53 DEGREES 02 MINUTES 34 SECONDS WEST, 262.80 FEET
7) THENCE SOUTH 73 DEGREES 18 MINUTES 03 SECONDS WEST, 41.76 FEET
8) THENCE SOUTH 55 DEGREES 21 MINUTES 10 SECONDS WEST, 79.16 FEET TO THE INTERSECTION WITH THE WEST LINE OF SAID NORTHEAST 1/4 NORTHEAST 1/4.

THENCE NORTH 00 DEGREES 49 MINUTES 17 SECONDS EAST, 289.36 FEET ALONG SAID WEST LINE TO THE TRUE POINT OF BEGINNING, CONTAINING AN AREA OF 104.828 ACRES, (4,566,326 SQUARE FEET), MORE OR LESS.

THIS FIRST ADMINISTRATIVE AMENDMENT, WHICH SUPERSEDES THE FINAL DEVELOPMENT PLAN APPROVED IN JULY 17, 2017, INCORPORATES THE FOLLOWING REVISIONS:

- a. CHANGES LOT 29, BLOCK 5 TO REFLECT A REDUCTION IN THE LOT SIZE, PERIMETER DIMENSIONS, ANGLES AND BEARINGS.
b. INCORPORATES THE LIST OF STAFF APPROVED ADMINISTRATIVE (MINOR) AMENDMENTS AS PREVIOUSLY APPROVED.

**STANDARD NOTES**

THE OWNER(S) OF WILD PLUM, THEIR RESPECTIVE SUCCESSORS, HEIRS AND/OR ASSIGNS AGREE TO THE FOLLOWING:

Revise to Reason for this Amendment.

**IMPROVEMENTS COMPLETED**

THAT NO DEVELOPMENT, CONSTRUCTION OR IMPROVEMENTS SHALL BE CERTIFIED FOR OCCUPANCY UNLESS AND UNTIL ALL REQUIRED PUBLIC IMPROVEMENTS, AS DEFINED WITHIN THE SUBDIVIDER IMPROVEMENTS AGREEMENT FOR THIS PLAN ARE IN PLACE AND ACCEPTED, OR A DEFERMENT HAS BEEN APPROVED, BY THE TOWN OF COLUMBINE VALLEY.

**EMERGENCY AND SERVICE VEHICLE ACCESS**

TRACTS E AND F SHOWN HEREON ARE OWNED BY THE TOWN OF COLUMBINE VALLEY AND THE TOWN IS RESPONSIBLE FOR MAINTAINING THE EMERGENCY ACCESS PAVED SURFACE, THE METRO DISTRICT, OR THEIR SUBSEQUENT OWNERS, HEIRS, SUCCESSORS AND ASSIGNS ARE RESPONSIBLE FOR CONSTRUCTION OF THE PAVED SURFACE AND MAINTAINING THE LANDSCAPING, IN THE EVENT THAT SUCH CONSTRUCTION AND MAINTENANCE IS NOT PERFORMED BY SAID OWNER (THE METRO DISTRICT), THE TOWN OF COLUMBINE VALLEY SHALL HAVE THE RIGHT TO ENTER SUCH EASEMENTS AND PERFORM NECESSARY WORK, THE COST OF WHICH SAID OWNER (THE METRO DISTRICT), HEIRS, SUCCESSORS AND ASSIGNS AGREE TO PAY UPON BILLING.

**STORM DRAINAGE EASEMENTS**

STORMWATER DRAINAGE EASEMENT(S) ARE REQUIRED. THE FOLLOWING LANGUAGE SHALL APPEAR ON THE FACE OF THE PLAT: THE STORMWATER DRAINAGE EASEMENT(S) SHOWN HEREON IS (ARE) FOR THE PURPOSE OF ACCESS, OPERATION, MAINTENANCE, REPAIR AND ALTERNATION OF THE STORMWATER QUANTITY AND QUALITY MANAGEMENT SYSTEM/FACILITIES INCLUDED WITHIN THE SAID EASEMENT(S), THE OPERATION, MAINTENANCE AND REPAIR OF SUCH STORMWATER MANAGEMENT SYSTEM/FACILITIES SHALL BE THE RESPONSIBILITY OF THE OWNER AND SUBSEQUENT OWNERS, HEIRS, SUCCESSORS AND ASSIGNS, IN THE EVENT THAT THE OPERATION, MAINTENANCE AND REPAIR OF THE STORMWATER MANAGEMENT SYSTEM/FACILITIES ARE NOT PERFORMED BY SAID OWNER, THE TOWN OF COLUMBINE VALLEY SHALL HAVE THE RIGHT TO ENTER SUCH EASEMENT(S) AND PERFORM THE NECESSARY WORK, THE COST OF WHICH SAID OWNER, HEIRS, SUCCESSOR AND ASSIGNS AGREE TO PAY UPON BILLING. ANY CLAIMS AND RESULTING JUDGMENTS FOR DAMAGE TO DOWNSTREAM PROPERTIES CAUSED BY THE LACK OF ADEQUATE MAINTENANCE BEING PERFORMED BY THE SAID PROPERTY OWNER, THEIR HEIRS, SUCCESSORS AND ASSIGNS SHALL BE BORNE SOLELY BY THE SAID PROPERTY OWNER, THEIR HEIRS, SUCCESSORS AND ASSIGNS. THE PROPERTY OWNER HEREBY RELEASES, INDEMNIFIES AND HOLDS HARMLESS THE TOWN OF COLUMBINE VALLEY FROM ANY AND ALL LIABILITY RESULTING FROM THE LACK OF ADEQUATE MAINTENANCE OF SAID STORMWATER MANAGEMENT SYSTEM/FACILITIES. NO BUILDINGS, FILLS, EXCAVATIONS, STRUCTURES, FENCES OR OTHER ALTERATIONS SHALL BE CONSTRUCTED WITHIN A STORMWATER DRAINAGE EASEMENT(S) WITHOUT THE EXPRESS WRITTEN CONSENT OF THE TOWN.

**STREET MAINTENANCE**

IT IS MUTUALLY UNDERSTOOD AND AGREED THAT THE DEDICATED ROADWAYS SHOWN ON THIS PLAT/PLAN WILL NOT BE MAINTAINED BY THE TOWN UNTIL AND UNLESS THE STREETS ARE CONSTRUCTED IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS IN EFFECT AT THE DATE CONSTRUCTION PLANS ARE APPROVED, AND PROVIDED CONSTRUCTION OF SAID ROADWAYS IS STARTED WITHIN ONE YEAR OF THE CONSTRUCTION PLAN APPROVAL. THE OWNER AND SUBSEQUENT OWNERS, HEIRS, SUCCESSORS AND ASSIGNS SHALL BE RESPONSIBLE FOR STREET MAINTENANCE UNTIL SUCH TIME AS THE TOWN ACCEPTS THE RESPONSIBILITY FOR MAINTENANCE AS STATED ABOVE.

**SIGHT TRIANGLE MAINTENANCE/CLEARANCE**

CORNER VISION CLEARANCE REQUIREMENT: NO FENCE, WALL, HEDGE, SHRUB, STRUCTURE OR OTHER OBSTRUCTION TO VIEW THAT IS MORE THAN FORTY-TWO INCHES (42") IN HEIGHT SHALL BE ERRECTED, PLACED OR MAINTAINED WITHIN A TRIANGLE FORMED BY THE POINT OF INTERSECTION OF LOT LINES ABUTTING A STREET AND THE POINTS LOCATED ALONG THE LOT LINES THIRTY FEET (30') FROM THE POINT OF INTERSECTION.

**DRIVES, PARKING AREA AND UTILITY EASEMENTS MAINTENANCE**

THE OWNERS, THEIR SUCCESSORS AND/OR ASSIGNS IN INTEREST OTHER THAN THE TOWN OF COLUMBINE VALLEY SHALL BE RESPONSIBLE FOR MAINTENANCE AND UPKEEP OF ANY AND ALL DRIVES, PARKING AREAS AND EASEMENTS (I.E., CROSS ACCESS EASEMENTS, DRAINAGE EASEMENTS, ETC.) .

**BUILDING PERMITS/CERTIFICATES OF OCCUPANCY**

NO BUILDING PERMITS OR CERTIFICATES OF OCCUPANCY (CO'S) WILL BE APPROVED OR ISSUED UNTIL THE TOWN ADMINISTRATOR OR TOWN PLANNER HAVE DETERMINED THAT THE STRUCTURES PROPOSED IN THE BUILDING PERMIT APPLICATIONS OR CERTIFICATE OF OCCUPANCY ARE CONSISTENT WITH THE STRUCTURAL ELEVATIONS AND ARCHITECTURAL DESIGNS CONTAINED IN THE APPROVED FINAL DEVELOPMENT PLAN. CERTIFICATES OF OCCUPANCY WILL ONLY BE WITHHELD IF IT IS DETERMINED BY THE TOWN THAT THE STRUCTURE IS NOT CONSISTENT WITH THE APPROVED BUILDING PERMIT.

**LANDSCAPE MAINTENANCE**

THE OWNERS, THEIR SUCCESSORS AND/OR ASSIGNS IN INTEREST OR OTHER ENTITY OTHER THAN THE TOWN OF COLUMBINE VALLEY SHALL BE RESPONSIBLE FOR MAINTENANCE AND UPKEEP OF THE PERIMETER FENCING, LANDSCAPED AREAS, SIDEWALKS AND TRAILS WITHIN THE PUBLIC ROW ADJACENT TO THIS PLANNED DEVELOPMENT. THE OWNERS, THEIR SUCCESSORS AND/OR ASSIGNS IN INTEREST OTHER THAN THE TOWN SHALL BE RESPONSIBLE TO MAINTAIN ALL COMMON AND/OR PUBLIC OPEN SPACE AND OTHER LANDSCAPED AREAS ASSOCIATED WITH THIS DEVELOPMENT, INCLUDING BUT NOT LIMITED TO, TRAILS, FENCING, LANDSCAPED SPACES, SIDEWALKS AND OTHER IMPROVEMENTS.

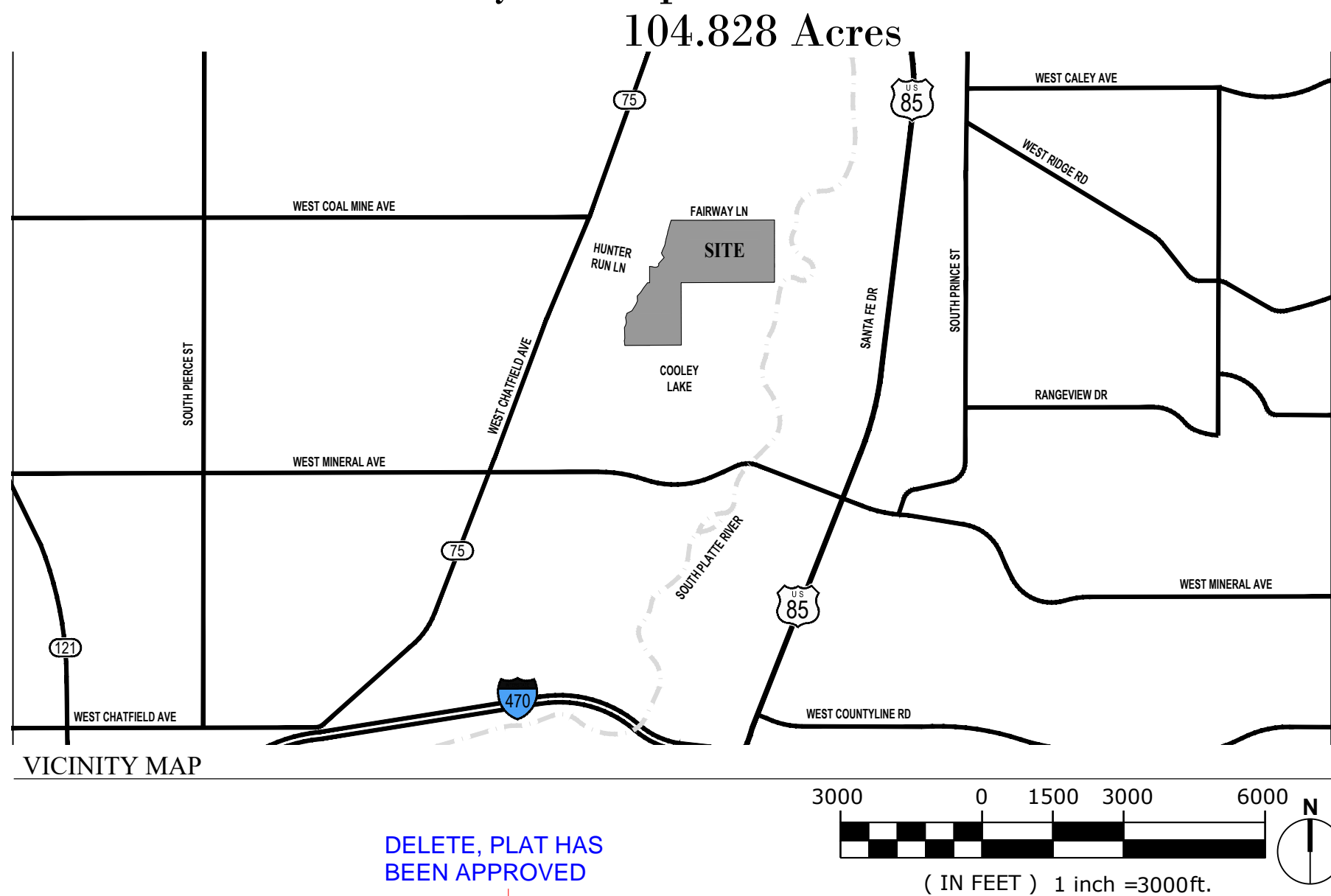
**FINAL PLAT CROSS-REFERENCE**

THERE IS AN APPROVED FINAL PLAT FOR THE PROPERTY COVERED BY THIS FINAL DEVELOPMENT PLAN, THE FINAL PLAT CONTAINS SURVEY DATA, LOT DIMENSIONS, EASEMENTS DIMENSIONS AND PURPOSE, SPECIAL AND STANDARD NOTES, AND OTHER INFORMATION RELEVANT TO THE PROPERTY. THE FINAL PLAT IS RECORDED IN THE OFFICE OF THE ARAPAHOE COUNTY CLERK AND RECORDER, RECEPTION NUMBER \_\_\_\_\_

**AREA TABULATION**

Table with 3 columns: USE, AREA, % OF TOTAL. Rows include OPEN SPACE/TRACTS (48.271 ACRE, 46.05%), LOTTED AREA (47.522 ACRE, 45.33%), and TOTAL (104.828 ACRE, 100.00%).

Wild Plum Final Development Plan 1st Administrative Amendment, A Minor Amendment A Part of the NE 1/4 of Section 30 and the NW 1/4 of Section 29, Township 5 South, Range 68 West of the Sixth Principal Meridian, County of Arapahoe, State of Colorado



DELETE, PLAT HAS BEEN APPROVED

**SPECIAL NOTES**

THE WILD PLUM DEVELOPMENT PLAN ILLUSTRATES A PROPOSED SINGLE FAMILY RESIDENTIAL DEVELOPMENT WITH PROPOSED RIGHT-OF-WAY, SINGLE FAMILY LOTS AND OPEN SPACE AREAS. NO DEVELOPMENT WILL BE ALLOWED OR BUILDING PERMITS ISSUED UNTIL A SUBDIVISION PLAT FOR THE PLANNING AREA IS APPROVED.

- 1. THE TOTAL NUMBER OF UNITS SHALL NOT EXCEED THE MAXIMUM NUMBER INDICATED IN THE LAND USE TABULATION.
2. IN BLOCKS 2-5 ONLY ENCRoACHMENTS INTO THE SETBACK AREAS FOR ARCHITECTURAL FEATURES SUCH AS ROOF OVERHANGS, GUTTERS, WINDOW WELLS, BUILDING CANTILEVERS, CHIMNEYS, BAY WINDOWS, SIDING AND COUNTERFORTS AS WELL AS ACCESSORY FEATURES SUCH AS AIR HANDLING UNITS, PATIOS AND DECKS ARE ACCEPTABLE. THE ENCRoACHMENTS ARE ALLOWED AS DESCRIBED BELOW:
2.1. FRONT AND REAR YARD ENCRoACHMENTS ARE ALLOWED UP TO 8 FEET.
2.2. SIDE YARD ENCRoACHMENTS ARE ALLOWED UP TO 3 FEET.
3. THE STREET SIGNAGE SHALL CONFORM AND BE SIMILAR TO THE TOWN OF COLUMBINE VALLEY STREET SIGNAGE IN TYPE AND PLACEMENT.
4. COMMUNITY PARKING SHALL BE PROVIDED ON STREET THROUGHOUT THE NEIGHBORHOOD, ON STREET PARKING BETWEEN THE HOURS OF 3:00AM AND 6:00AM IS PROHIBITED BY TOWN ORDINANCE NO. 1210. (a)
5. OPEN SPACE TRACTS SHALL BE DEDICATED TO THE WILD PLUM METRO DISTRICT BY FINAL PLAT. ALL RESIDENTS OF THE TOWN OF COLUMBINE VALLEY SHALL HAVE THE RIGHT TO ACCESS AND USE THE COMMON AND/OR PUBLIC OPEN SPACE TRAILS, PARKS AND OTHER OPEN SPACE FACILITIES WHICH RIGHT MAY NOT BE RESTRICTED BY THE HOMEOWNERS ASSOCIATION OR METROPOLITAN DISTRICT WITHOUT A MAJOR AMENDMENT TO THIS PLD.
STREET LIGHTING SHALL BE MAINTAINED BY THE WILD PLUM HOMEOWNERS ASSOCIATION, THE METRO DISTRICT.
7. IF JOINTLY REQUESTED BY THE TRUSTEES OF THE TOWN OF COLUMBINE VALLEY AND THE SOUTH SUBURBAN PARK AND RECREATION DISTRICT AT A FUTURE DATE, AN ACCESS EASEMENT TO THE SOUTH PLATTE PARK/RIVER SHALL BE PROVIDED BY THE HOMEOWNERS ASSOCIATION OR METROPOLITAN DISTRICT ACROSS WILD PLUM OPEN SPACE TRACTS AT NO COST TO THE TOWN OR THE DISTRICT.
8. WHEN USED IN THIS FINAL DEVELOPMENT PLAN THE TERMS PRIVATE, COMMON AND PUBLIC OPEN SPACE PROPERTY SHALL MEAN:
PRIVATE-THAT PROPERTY OWNED BY INDIVIDUAL OWNERS AND NOT THE METROPOLITAN DISTRICT OR ANY GOVERNMENTAL ENTITY.
COMMON- THAT PROPERTY OWNED BY THE HOMEOWNERS ASSOCIATION OR SIMILAR ENTITY, COMMON OPEN SPACE IS ACCESSIBLE AND USED BY ALL THE PROPERTY OWNERS WITHIN THE PROPERTY BUT THE USE MAY BE EXTENDED TO OTHER PARTIES BY SPECIAL AGREEMENT.
PUBLIC-PROPERTY OWNED BY THE GOVERNMENT OR ONE OF ITS AGENCIES, DIVISIONS OR ENTITIES, COMMONLY A REFERENCE TO PARKS, PLAYGROUNDS, STREETS, SIDEWALKS, SCHOOLS, LIBRARIES AND OTHER PROPERTY GENERALLY USED BY THE PUBLIC.
9. THE PURPOSE OF TRACT E IS TO PROVIDE FOR UTILITIES AND ACCESS BY PEDESTRIANS, BICYCLES AND GOLF CARTS, THE HARD SURFACE IMPROVEMENT SHALL NOT EXCEED 5' IN WIDTH. USE OF TRACT E AS A FUTURE EMERGENCY ACCESS IS PERMITTED ONLY IF APPROVED BY THE BOARD OF TRUSTEES THROUGH A MAJOR PLAN AMENDMENT.

**DEVELOPMENT STIPULATIONS**

Table with 3 columns: DEVELOPMENT STANDARDS, BLOCK 1\*, BLOCK 2-5\*. Rows include BUILDING HEIGHT MAX., MINIMUM LOT SIZE, SETBACKS, PARKING, SIGNAGE, PROJECT IDENTIFICATION, DIRECTIONAL - INFORMATION - TEMPORARY, WALLS, FENCES, HEDGES, EXTERIOR LIGHTING.

\*NOTE: BLOCK 1 WILL INCLUDE THE 11 LOTS FRONTING ON FAIRWAY LANE. BLOCK 2-5 WILL INCLUDE THE REMAINDER OF THE PROPERTY.

**DESCRIPTION OF TRACTS**

Table with 4 columns: TRACT, USE, OWNERSHIP, MAINTENANCE, AREA. Lists details for tracts A through O, including area in square feet and acres.

\*URBAN DRAINAGE AND FLOOD CONTROL DISTRICT / \*\* COLORADO WATER CONSERVATION BOARD

**SHEET INDEX**

- SHEET 1: COVER SHEET
SHEET 2 - 3: NOTES
SHEET 4: SITE PLAN NORTH
SHEET 5: SITE PLAN SOUTH
SHEET 6: CONCEPTUAL MONUMENT DESIGN
SHEET 7 - 56: ARCHITECTURAL ELEVATIONS

DELETE
Revise to Second Amendment

**LAND USE TABULATION**

LAND USE: SINGLE FAMILY RESIDENTIAL MAXIMUM ALLOWABLE UNITS: 95 MAXIMUM
ALLOWABLE DENSITY: 1.0 DU/ACRE EXISTING ZONING DESIGNATION: RA (AGRICULTURE) PROPOSED ZONING DESIGNATION: PD (PLANNED DEVELOPMENT)
DELETE

**STATEMENT OF OWNERSHIP AND CONTROL**

BE IT KNOWN THAT LENNAR COLORADO, LLC, A COLORADO LIMITED LIABILITY COMPANY, ARE THE OWNERS OF THE PROPERTY KNOWN AS WILD PLUM, LOCATED AT 8850 S PLATTE CANYON RD IN COLUMBINE VALLEY, COLORADO, WHICH PROPERTY DESCRIBED ON THIS PLAN AND THAT AS THE OWNERS OF THE PROPERTY WE HAVE THE LEGAL RIGHT AND AUTHORITY TO REQUEST APPROVAL OF THIS PLANNED UNIT DEVELOPMENT FROM THE TOWN OF COLUMBINE VALLEY.

LENNAR COLORADO, LLC
A COLORADO LIMITED LIABILITY COMPANY

BY: \_\_\_\_\_
NAME: \_\_\_\_\_
TITLE: \_\_\_\_\_

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD \_\_\_\_\_.

STATE OF COLORADO )
COUNTY OF ARAPAHOE ) SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD \_\_\_\_\_.

BY \_\_\_\_\_, OF COLORADO.

MY COMMISSION EXPIRES \_\_\_\_\_

MY ADDRESS IS \_\_\_\_\_

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

**BOARD OF TRUSTEES APPROVAL**

THIS FINAL DEVELOPMENT PLAN WAS APPROVED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY, COLORADO THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD \_\_\_\_\_.

MAYOR: TOWN OF COLUMBINE VALLEY ATTEST: TOWN CLERK

**COUNTY CLERK AND RECORDER'S ACCEPTANCE**

THIS PLAN WAS ACCEPTED FOR FILING IN THE OFFICE OF THE CLERK AND RECORDER OF ARAPAHOE COUNTY, COLORADO

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD \_\_\_\_\_;

RECEPTION NUMBER \_\_\_\_\_, TIME \_\_\_\_\_, BOOK \_\_\_\_\_, PAGE \_\_\_\_\_

DATE \_\_\_\_\_ COUNTY CLERK

**planning & la**



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PO Box 18287
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tel: (303) 531-4905
www.pcsrgroupco.com

**engineering**



Enertia Consulting Group LLC.
1529 Market Street, Suite 200
Denver CO, 80202
ph:720.502.6568

**applicant**

Lennar Colorado, LLC
9193 S. Jamaica Street, 4th Floor
Englewood CO, 80112
Contact: Kent Pedersen
303-486-5002

**project name**

Wild Plum Planned Development Columbine Valley, Colorado

**sheet title**

**COVER**

**sheet number**

Sheet 1

Add date.

Table with 2 columns: No., Date. Row 1: 1 First Amended 03.20.20. Row 2: 0 Revisions Date. Row 3: 0 Mylar Set 02.08.18.



# Wild Plum Final Development Plan

## 1st Administrative Amendment, A Minor Amendment

A Part of the NE  $\frac{1}{4}$  of Section 30 and the NW  $\frac{1}{4}$  of Section 29,  
Township 5 South, Range 68 West of the Sixth Principal Meridian,  
County of Arapahoe, State of Colorado  
104.828 Acres

### Notes / Development Standards

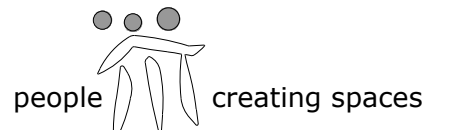
#### General Notes

- I. **Statement of Intent**  
The purpose of this planned development is to develop approximately 105 acres, known as Wild Plum into a single family residential neighborhood that compliments the quality and character of the Town of Columbine Valley and the site's adjacent neighborhoods. The intent of this development is to develop 95 single family detached homes, representing a gross density of 0.9 DU/Acre across the property. The lots within Wild Plum will maintain an average lot size of 0.5 acre.
- II. **General Provisions**
- A. **Conformance**  
Development of the Wild Plum community shall conform to all restrictions, regulations and procedures adopted by Ordinance by the Town of Columbine Valley, at the time of platting and building permit application, except as expressly provided otherwise in this Final Development Plan (FDP), together with the provisions contained within any Annexation Contract (as to the real property described within any said contract). The provisions of this FDP shall prevail and govern the development of this planned community, except where the provisions of the FDP do not clearly address a specific subject. For subjects not addressed herein, the appropriate jurisdictional regulations and codes shall take precedence, and the most restrictive standards shall apply.
- B. **Density Variations**  
In no event shall the total number of 95 residential dwelling units within the Wild Plum planned development be exceeded. Any density variations or transfer of density will require an amendment to this FDP.
- C. **Land Use Parcel Boundaries**  
Lotted area boundaries are shown on the FDP and Final Plat, and are generally determined by their relationship to roads, open space and adjacent land uses. Modifications in lotted area boundaries and streets may be permitted and may occur with planning and engineering refinement. Such modifications may require an amendment to this FDP.
- D. **Administrative Changes**  
In granting Plat and/or Final Development Plan approval the Town Board of Trustees shall consider approval of variations for the purpose of establishing: 1. Final road alignment's 2. Final configuration of Lot and tract sizes and shapes; 3. Final Building envelopes; 4. Final access and parking locations; 5. Final parcel definitions; 6. Final signage / monument design and location; and 7. Landscaping adjustments. It is recognized that approval of these variations may require amendments to the Final Development Plan and or the Final Plat.
- E. **Underground Utility Requirements**  
All new electrical and communications distribution lines shall be placed underground, unless same cannot be accomplished by direct burial.
- F. **Soil Tests**  
Soil tests for building sites shall be provided at the time of building permit application for the purpose of establishing engineering criteria for building foundation design.
- G. **Roadway Design**  
The roadways shown within this FDP are in general conformance with the Town's Street Design Criteria, and it is acknowledged that adherence with these Criteria will be required.
- H. **Stormwater Management**  
The surface components, landscaping and ground cover, located in the storm water swales and detention areas, will be maintained by the Metro District.
- I. **Street and Regulatory Signage**  
The street and regulatory signage shall match the signage style and poles used throughout the Town of Columbine, if they are commercially available. If the signage style and poles used in the Town are not commercially available then, subject to approval of the Town Administrator, an alternative style shall be provided. The height of the signage shall be consistent with the sign height used in the town.
- J. **Metropolitan Districts**  
The Wild Plum Metropolitan District is a quasi-governmental agency, separate and distinct from the Town, and, except as may otherwise be provided for by State or local law or its Service Plan, its activities are subject to review by the Town only insofar as they may deviate in a material manner from the requirements of the Service Plan, the Municipal Code, or the Intergovernmental Agreement, and this Final Development Plan. It is intended that the Metro District will provide a part or all of the public improvements for the use and benefit of all anticipated inhabitants and taxpayers of the Metro District. The primary purpose of the Metro District will be to finance the construction of district improvements. The Metro District is also being created to provide ongoing operations and maintenance services as specifically set forth in its Service Plan and as may be stated in any applicable Intergovernmental Agreement.
- III. **Single Family Residential Use Areas**
- A. **Residential Use Area 1 / Block 1**
- i) **Intent**  
The intent of this section is to define those single family lots located within Wild Plum, but fronting along Fairway Lane as Residential Use Area 1 / Block 1. These lots are located directly across the street from homes in Columbine Valley, the architectural standards associated with Residential Use Area 1 / Block 1) homes will reflect those standards and covenants in the architectural standards applicable to the Columbine Valley homes on January 1, 2017, as outlined below.
- ii) **Permitted Uses**
1. Detached Single Family Residences
  2. Principal and Accessory Uses as permitted in the Residential (R-1) District (Old Town)
- iii) **Lot and Building Standards**
1. Maximum number of single family detached homes: 11
  2. Minimum Lot Size: 20,000 square feet
  3. Minimum Setbacks:
    - Front: 30 feet to front loaded garage
    - Front: 30 feet to livable space / front porch / side loaded garage
    - Side: 15 feet
    - Minimum Distance Between Buildings: 30 feet
    - Rear: 40 feet
    - Rear to open space: 40 feet

4. Maximum Building Height: 25 feet as measured from grade line at the front of the home, limited to a single story, along Fairway Lane.
  5. All other architectural features, including but not limited to: Exterior Materials/Finishes, Windows, Doors, Color, Roofing, Walls/Fences/Hedges, Landscape Materials and Driveways shall follow the Columbine Valley HOA Covenants in effect January 1, 2017.
- B. **Residential Use Area 2, Blocks 2-5**
- i) **Intent**  
Residential Use Area 2 / Blocks 2-5 will encompass the remainder of the Wild Plum property, exclusive of the single family lots fronting on Fairway Lane. The intent of these Standards is to provide a distinctive, recognizable style of high-quality architectural character in residential development that avoids featureless design and repetition of facades. The design of individual residential buildings and groups of buildings shall employ a variety of design features, such as wall and roof massing, textured surfaces, bay windows, the creation of shadow lines, a varied color palette, window patterns, and similar residential architectural devices to avoid the creation of monotonous residential neighborhoods and streetscapes.
- ii) **Permitted Uses**
1. Detached Single Family Residences.
  2. Detached accessory structures are not permitted.
  3. Residential swimming pools.
- iii) **Lot and Building Standards**
1. As shown on the Development Stipulations Chart, Sheet 1 of the FDP
  2. Measurement of building height. The highest point of any structure, excluding chimneys, cupolas or any exposed rooftop equipment, as measured from a point of three feet (3') above the elevation of the flow line (low point) of any gutter or gutter pan adjacent to the midpoint of the front property line of the lot.
- iv) **Off Street Parking**  
A minimum of four (4) off-street parking spaces shall be provided for each residential unit, at least two (2) of which shall be included within an enclosed garage and two (2) of which shall be in the accompanying driveway with a minimum width of 16' wide. On street parking will also be permitted to accommodate guests and visitors. On street parking between the hours of 3:00AM-6:00AM is prohibited by Town Ordinance No. 1210(a)
- v) **Landscaping**
1. On lot landscaping will be required. Front yard landscaping will be installed by the builder and will, at a minimum, include one (1) evergreen tree, one (1) canopy or ornamental deciduous tree, and (10) shrubs or ornamental grasses. It will also include appropriate groundcover and mulch so as to not leave any exposed soil areas prone to erosion, including a rock mulch dry zone around all foundations. Rear yard landscaping will be the responsibility of the homeowner.
  2. Maintenance of on lot landscaping will be the responsibility of the homeowner and will be enforced by the Metro District per developed covenants, codes and restrictions.
- vi) **Lighting**  
Lighting shall comply with the Town of Columbine Valley Zoning Code and Land Use Manual. A photometric plan is provided with the Final Development Plan Landscape Plan Sheet L3.0.
- vii) **Design / Architecture**  
Design/Architecture: Architecture shall comply with the Town of Columbine Valley Zoning Code and Land Use Manual and the design standards approved in this FDP.
- IV. **Open Space Areas (All tracts defined on the Final Plat)**
- A. **Intent**  
This section establishes standards for the project open space. It is the intent of this section to provide for natural open space and conservation areas for passive enjoyment, as well as for more actively programmed parks and open spaces.
- B. **Permitted Uses**
1. Natural open space;
  2. Passive public recreational uses, including but not limited to: picnic grounds, native, naturalized or landscaped areas, and visual buffer open space;
  3. Active public recreational uses, including but not limited to: playgrounds, outdoor fitness, parks and playfields;
  4. Open space including natural areas, open areas, and landscape areas;
  5. Trails for biking, hiking, and walking;
  6. Floodplains and drainage ways, both natural and man-made, including storm detention facilities;
  7. Public right-of-way;
  8. Ancillary structures similar to those specified on the Final Landscape Plans;
  9. Signage and monumentation;
  10. Any other uses which are consistent with the above.
- C. **Design Standards**
1. All lighting shall be of a type such that no offensive glare shall be imposed on adjacent residential uses, and not block the night sky.
  2. Active recreational areas shall be situated so as to minimize adverse noise, lighting and traffic impacts on adjacent residential uses.
  3. Maintenance shall be by the Metro District.
- D. **Fencing and Retaining Walls**
1. Fencing of private residential lots is not permitted. Common area fencing shall be permitted, but shall be limited to 3-rail open fencing with a maximum height of 48". Fencing opacity shall be at least 50%. Fencing material shall be: wood. Wire mesh may be added to open rail fencing for animal containment.
  2. Fences on street corners shall comply with vision clearance requirements of the Town of Columbine Valley.
  3. Barbed wire and electric fences are not allowed.
  4. Retaining walls over 36 inches shall be certified by a professional engineer as to design and structural stability.
  5. Retaining walls shall be minimized and where necessary, should be comprised of layered smaller walls, as opposed to singular, taller walls as appropriate.

- E. **Landscaping**
1. Common area and tract landscaping shall be as provided in the final landscape plan that is a part of this FDP.
  2. Floodplain areas on the property will be maintained as open space in a generally natural condition, although some grading and revegetation may occur to accommodate man-made features such as stormwater detention and water quality facilities and trails, overlooks, and boardwalk.
  3. Maintenance of common area landscaping will be the responsibility of the Metro District.

planning & la



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applicant

Lennar Colorado, LLC  
9193 S. Jamaica Street, 4<sup>th</sup> Floor  
Englewood CO, 80112  
Contact: Kent Pedersen  
303-486-5002

project name

**Wild Plum  
Planned Development  
Columbine Valley, Colorado**

sheet title

DEVELOPMENT  
STANDARDS

sheet number

Sheet 2

|               |               |          |
|---------------|---------------|----------|
| 5             |               |          |
| 4             |               |          |
| 3             |               |          |
| 2             |               |          |
| 1             | First Amended | 03.20.20 |
| No. Revisions |               | Date     |
| 0             | Mylar Set     | 02.08.18 |



# Wild Plum Final Development Plan

## 1st Administrative Amendment, A Minor Amendment

A Part of the NE 1/4 of Section 30 and the NW 1/4 of Section 29,  
Township 5 South, Range 68 West of the Sixth Principal Meridian,  
County of Arapahoe, State of Colorado  
104.828 Acres

### Notes / Design Guidelines

#### Design Guidelines

#### I. General Site

- A. To provide a more interesting streetscape, varied placement of the homes on the lots resulting in staggered front setbacks or twisted (where the house is not parallel to side yard property lines) home placement is encouraged. **REVISOR: This will be accomplished as follows:**
- On a lot-by-lot basis, buyers (if exists) will be given the opportunity to place the house before construction is started.
  - The architecture shall feature a variety of garage configurations resulting in a varied front massing.
  - The site plan shall feature curvilinear streets to give it an organic feel.
- B. All homes must generally front the street.
- C. ~~Due to the typical one-at-a-time custom-build approach prevalent in Columbine Valley, higher-than-normal anti-monotony criteria is expected.~~
- On the north part of the site (north of Hunter Run Lane), no more than three Two-story-style homes shall be in a row on one side of the street.
  - Where adjacent 2-story or ranch homes occur, the same elevation style (even different plans) shall not be built on those adjacent lots.
  - The same floor plan (regardless of elevation style) shall be separated by at least 2 lots when on the same side of the street. When across the street from each other, the same floor plan shall not be built on lots where more than 50% of their front property lines are across from each other.
- D. ~~At least 20% of plans offered shall feature homes with no garage doors facing forward.~~
- E. Trellises and shade structures are allowed within the setbacks and per review of future Metro District Architectural Control Committee (ACC).
- F. Pet enclosures are allowed subject to review and approval by the Metro District ACC. Pet enclosures shall be in an area that will not create a nuisance to the bordering lots/homes and will be of a size and design approved by the Metro District ACC.

#### II. Massing & Entries

- A. Care shall be given to avoid 2-story wall planes and the feel of 2-story massing. **REVISOR: Individual home designs shall be recorded in and are contained in the recorded FDP.**
- B. Entries should be designed to have hierarchy and presence from the street. **REVISOR: Individual home designs are contained in the recorded FDP.**
- C. All covered patios ~~shown~~ shall be standard features. Rear patios shall be a usable size for a table, chairs and circulation (min. 8' in any direction and a minimum 120 sq ft).
- D. Unbroken side and rear wall planes are not allowed. Homes shall feature at least 3 different wall planes on every side.
- E. To reduce height, the Civil Engineer will locate the houses as low as possible within engineering constraints.

#### III. Materials & Details

- A. Generally, front elevation will feature +/- 50% masonry. Enforcement will be on a case by case basis to allow for architectural variety and flexibility.
- B. 360 degree architecture is encouraged. **REVISOR: All elevations are contained in the recorded FDP.**
- C. Masonry shall wrap whole elements with transitions occurring at massing breaks. On a case by case basis, a break in masonry can occur elsewhere if the fenestration, other wall claddings, roof form or other significant similar feature exists to provide a logical break. In no instance should the masonry wrap less than 8' on the side elevations.
- D. Roof overhangs shall be at least 16" unless a special instance exists (dormer, bay window, etc.) or is stylistically appropriate. For example, the Nantucket style typically features smaller overhangs.
- E. ~~All material colors and supplies are contained in the recorded FDP.~~
- F. ~~Cut sheets for exterior lighting, garage doors and other similar exterior architectural elements shall be recorded in the FDP.~~
- G. No unstained raw grey precast elements are allowed.
- H. Vinyl windows are allowed. Premium vinyl colors (something besides white or tan) are encouraged and where appropriate with the style.
- I. Tile roof is preferred. High quality dimensional asphalt roofing as outlined in the Burning Tree Roofing Guidelines will be accepted on the styles where tile roof is not architecturally compatible (Craftsman and Nantucket for example).
- J. **REVISOR: All options offered including Garden Level & Walk-Out elevations, optional window locations, rear patio options, etc., are contained in the recorded FDP.**
- K. High quality textured siding is allowed. Horizontal lap siding should be used in limited applications only. Vertical battens should have relief 1" or greater.

#### IV. Future

- A. Deviations from the FDP are not allowed without prior approval.
- Major changes (new plans or the deletion of plans and/or significant architectural features) shall require a major amendment of the FDP.
  - Minor changes will be in accordance with the Approval Criteria Resolution approved by the board of Trustees if and when such a resolution is approved.

**REVISOR: Prior to approval of the above referenced Resolution, minor changes shall be reviewed and approved by a 3rd party Architect and the Town staff. Minor changes include semi-custom buyer changes, changes required by structural design, and other minor revisions to the plans including window and door changes, material changes, minor roof line or massing changes, etc.**

**REVISOR: a) The 3rd party Architect shall be designated by the Town and paid by the Town. The Town will be reimbursed by the developer.**

#### V. Special Notes

- A. Special Lot Restrictions
- The house located on Lot 11 of Block 4, shall be limited in height to 25' and may be semi-custom or custom in accordance with Old Town design standards.
  - The house located on Lot 10 of Block 4, shall be limited in height to 30'.

#### 1. Light Pole

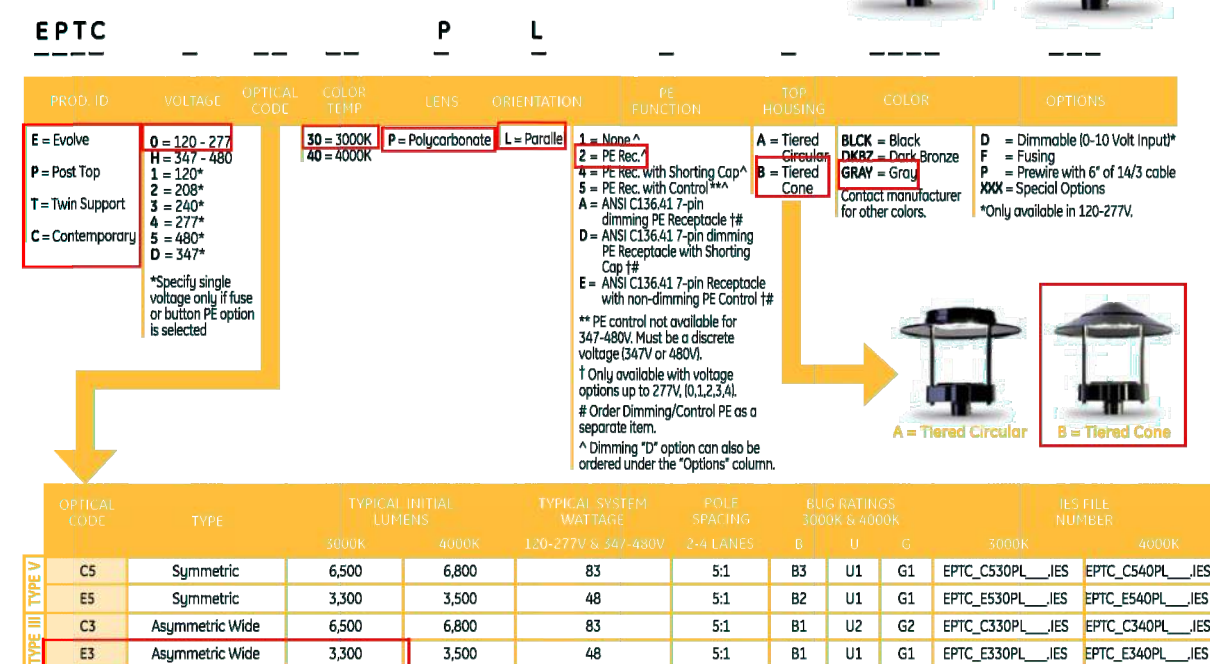
- Shakespeare brand round tapered composite light pole.
- Model BS19-02-N-2.
- Direct burial installation.
- 19 feet overall length, 15 feet fixture mounting height.
- Finish: Natural
- Color: Gray

#### 2. Light Fixture

- GE brand Evolve LED post top (EPTC)
- Lumens: 3,300
- Temperature: 3000K
- Housing: Tiered Cone
- Color: Gray
- EPTCOE530PL2BGRAY - Asymmetric OR
- EPTCOE530PL2BGRAY - Symmetric

### Evolve™ LED Post Top Contemporary Twin Support Post Top (EPTC)

#### Ordering Number Logic Contemporary Twin Support Post Top (EPTC)



|                    |  |          |   |       |  |
|--------------------|--|----------|---|-------|--|
| Submitting Agency: | 1210 South Jason St.<br>Denver, CO 80223<br>303.394.0220 | Project: | BS19-02-N-8<br>Columbine Valley - Repl Pole | Type: |  |
|--------------------|--|----------|---|-------|--|



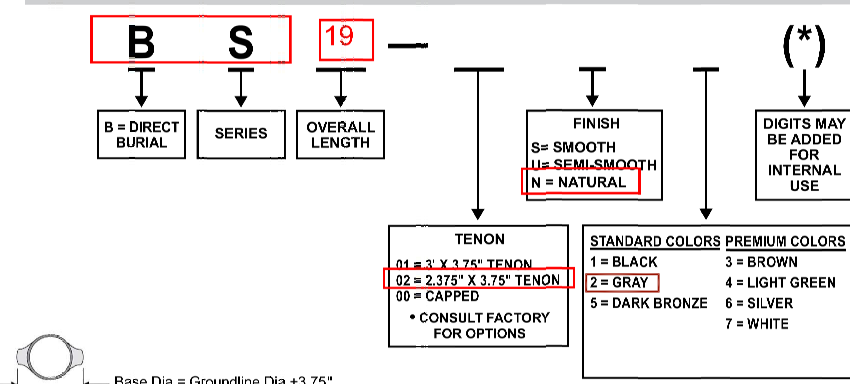
### ROUND TAPERED COMPOSITE LIGHT POLE DIRECT BURIAL INSTALLATION

#### SHAKESPEARE S-SERIES DIRECT BURIAL POLES

| Overall Length | Mounting Height | Burial Depth | Tier | Bracket Diameter | Height |
|----------------|-----------------|--------------|------|------------------|--------|
| 19             | 15              | 4            | 2.5  | 4.8              | 23     |
| 14             | 11              | 3            | 2.0  | 4.0              | 27     |
| 15             | 12              | 3            | 2.0  | 4.0              | 26     |
| 16             | 13              | 3            | 2.0  | 5.0              | 31     |
| 18             | 14              | 4            | 3.0  | 5.2              | 35     |
| 19             | 15              | 4            | 2.5  | 5.3              | 38     |
| 20             | 16              | 4            | 2.5  | 5.3              | 41     |
| 21             | 17              | 4            | 2.5  | 5.8              | 44     |
| 22             | 18              | 4            | 2.5  | 5.8              | 47     |
| 23             | 19              | 4            | 2.5  | 5.8              | 51     |
| 24             | 20              | 4            | 2.5  | 5.8              | 54     |
| 25             | 21              | 4            | 3.0  | 6.2              | 57     |
| 26             | 22              | 4            | 4.0  | 7.5              | 70     |
| 27             | 23              | 4            | 4.0  | 7.6              | 80     |
| 28             | 24              | 4            | 4.0  | 7.8              | 83     |
| 29             | 25              | 4            | 4.0  | 7.9              | 85     |
| 31             | 27              | 5            | 4.0  | 8.0              | 88     |
| 32             | 28              | 5            | 4.0  | 8.2              | 91     |
| 33             | 29              | 5            | 4.0  | 8.2              | 93     |
| 34             | 30              | 5            | 4.0  | 8.2              | 96     |
| 35             | 31              | 5            | 4.0  | 8.2              | 99     |

- Mounting heights to 30 feet
- Smooth, semi-smooth or natural finish
- 3 standard and 5 special architectural colors available
- High performance UV and weather-resistant pigmented resin system with an additional pigmented polyurethane coating
- Nanon-Tag
- Standard 2-1/2" x 5" hardware located 18" above grade
- Standard 2 EA - 2-1/2" x 6" wire access hole 24" below grade
- Anti-vibration flare structurally integrated into the base during manufacturing
- Poles are individually identified with a permanent embossed tag located 9" from top.
- Sleeved individually for shipment.
- Lightweight, easy to install, saves money

#### ORDERING INFORMATION



SHAKESPEARE - VALMONT COMPOSITE STRUCTURES, INC. 19848 US HIGHWAY 76 - NEWBERRY, SC 29108 USA  
803.276.5504 • 800.800.9008 • FAX: 803.276.6840 SKP-CS.COM

### 1 STREET LIGHT OR APPROVED EQUAL

SCALE: NTS

### project name

# Wild Plum Planned Development Columbine Valley, Colorado

### sheet title

## ARCHITECTURE DEVELOPMENT STANDARDS

### sheet number

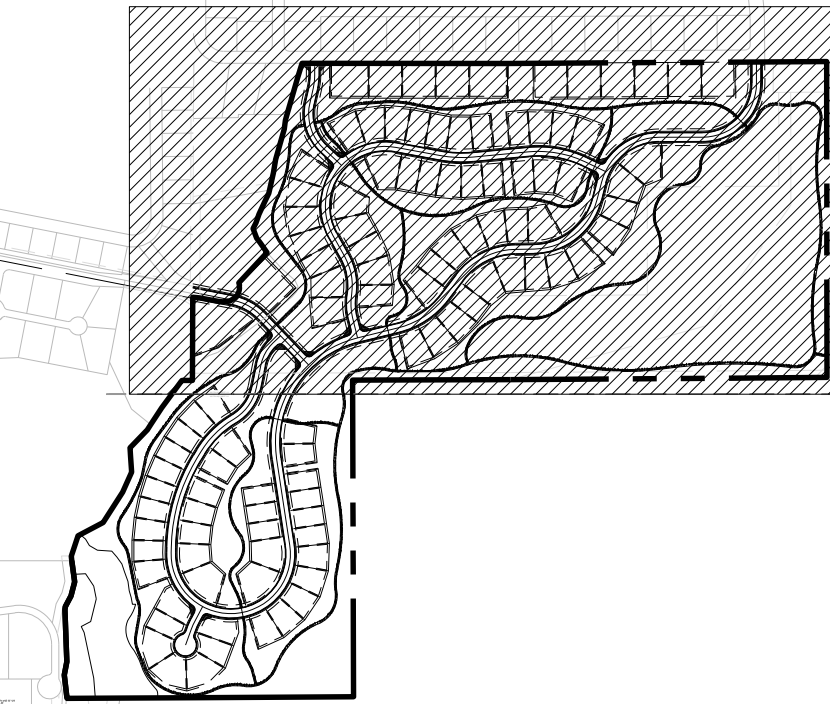
### Sheet 3

|               |               |          |
|---------------|---------------|----------|
| 5             |               |          |
| 4             |               |          |
| 3             |               |          |
| 2             | Revisions     | 10.15.20 |
| 1             | First Amended | 03.20.20 |
| No. Revisions | Date          |          |
| 0             | Mylar Set     | 02.08.18 |



# Wild Plum Final Development Plan 1st Administrative Amendment, A Minor Amendment

A Part of the NE  $\frac{1}{4}$  of Section 30 and the NW  $\frac{1}{4}$  of Section 29,  
Township 5 South, Range 68 West of the Sixth Principal Meridian,  
County of Arapahoe, State of Colorado  
104.828 Acres



planning & la



pcs group, inc.  
PO Box 18287  
Denver, Co 80218  
tel (303) 531-4905  
www.pcsgroupco.com

engineering



EnerTia Consulting Group LLC.  
1529 Market Street, Suite 200  
Denver CO, 80202  
ph: 720.502.6568

applicant

Lennar Colorado, LLC  
9193 S. Jamaica Street, 4<sup>th</sup> Floor  
Englewood CO, 80112  
Contact: Kent Pedersen  
303-486-5002

project name

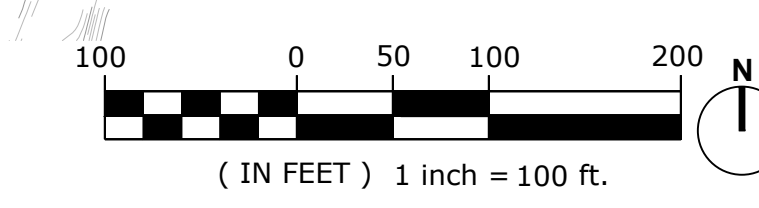
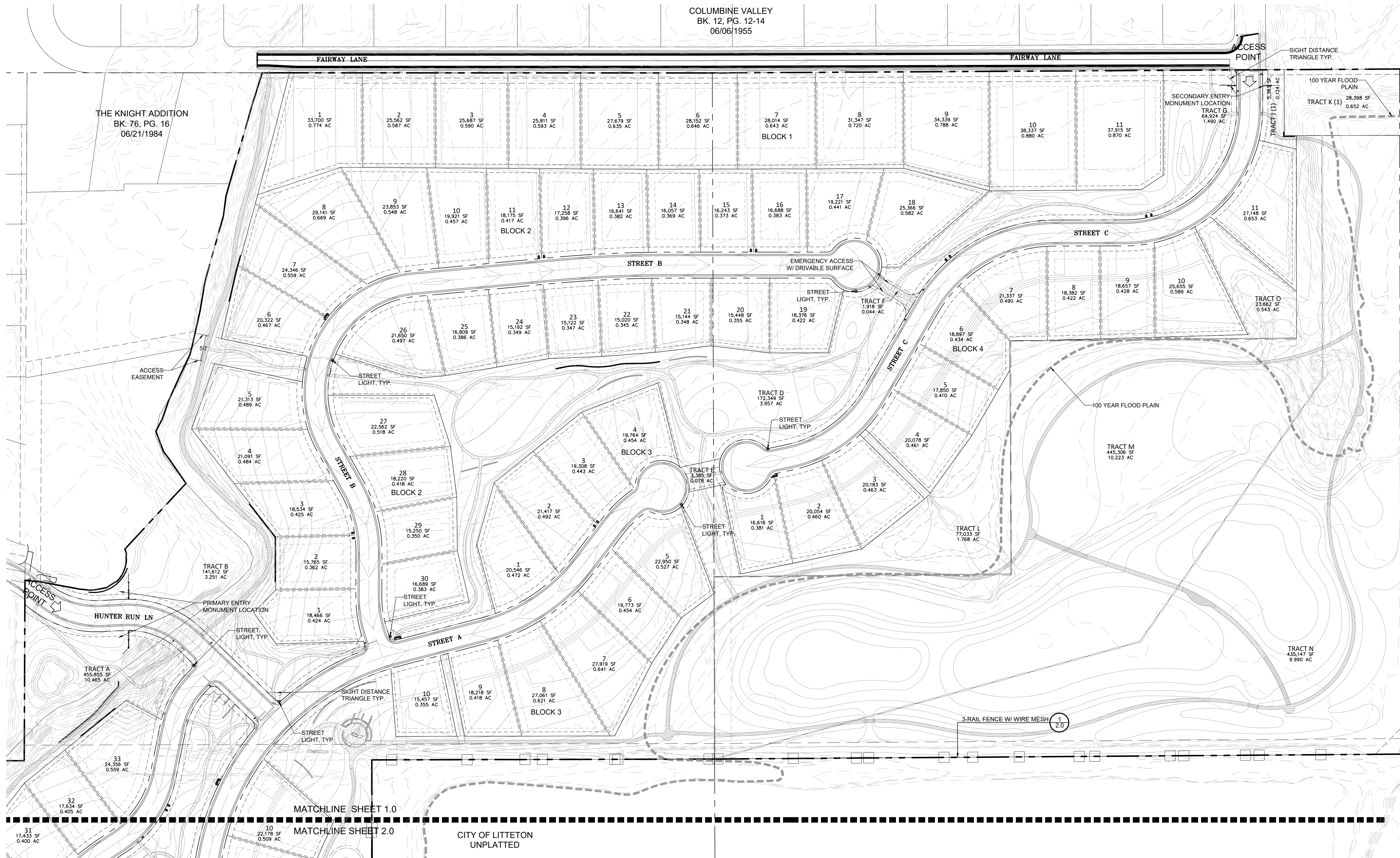
**Wild Plum**  
Planned Development  
Columbine Valley, Colorado

sheet title

SITE PLAN  
NORTH

sheet number

Sheet 4

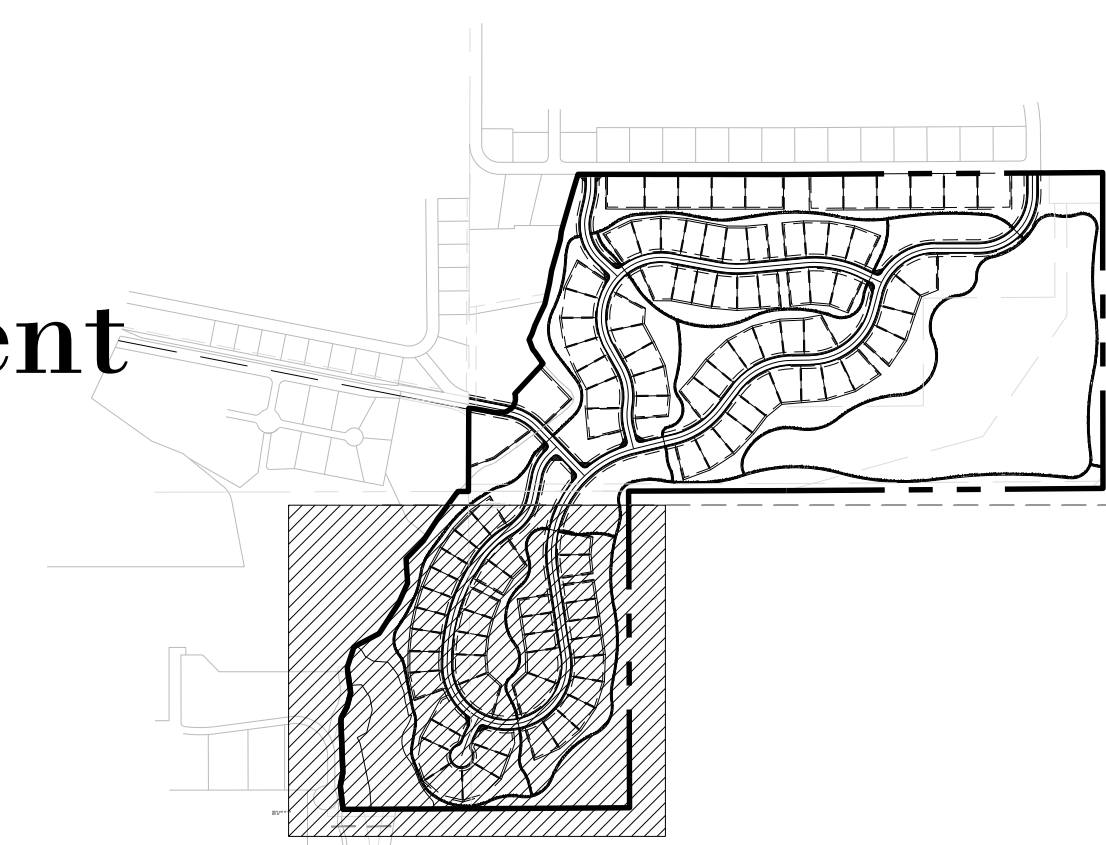


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| 3             |               |          |
| 2             |               |          |
| 1             | First Amended | 03.20.20 |
| No. Revisions |               | Date     |
| 0             | Mylar Set     | 02.08.18 |

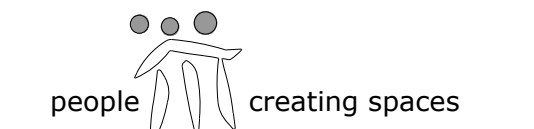


# Wild Plum Final Development Plan 1st Administrative Amendment, A Minor Amendment

A Part of the NE  $\frac{1}{4}$  of Section 30 and the NW  $\frac{1}{4}$  of Section 29,  
Township 5 South, Range 68 West of the Sixth Principal Meridian,  
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project name

**Wild Plum**  
Planned Development  
Columbine Valley, Colorado

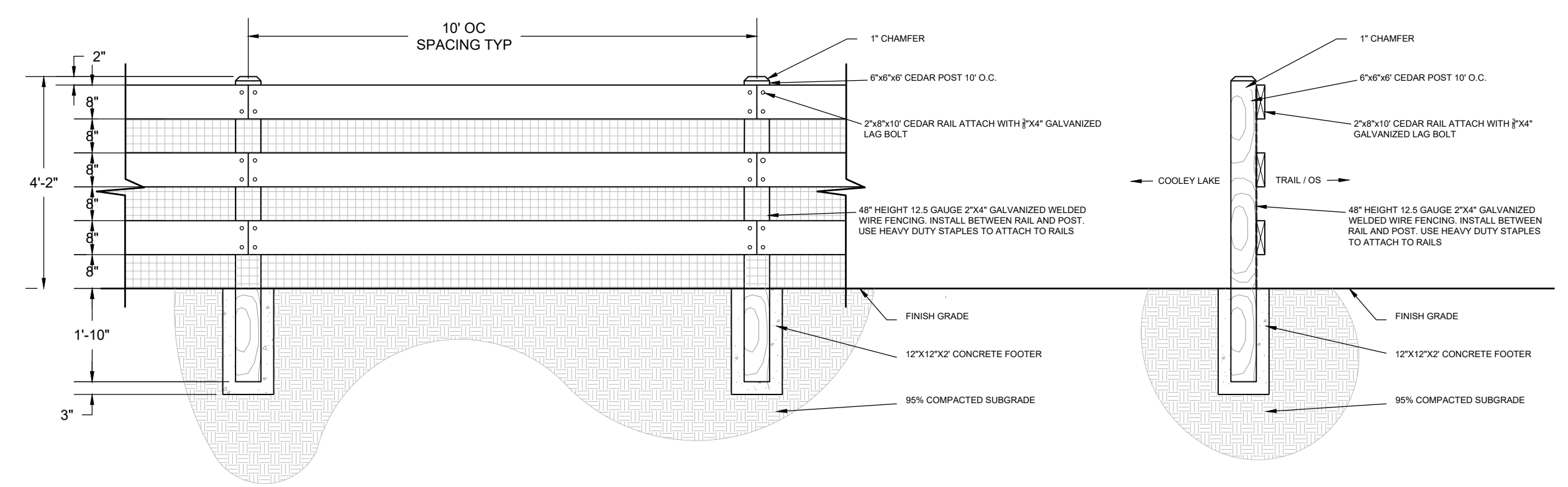
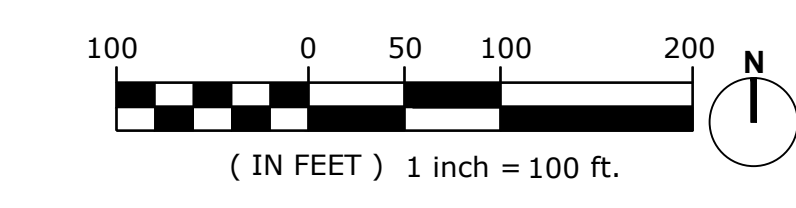
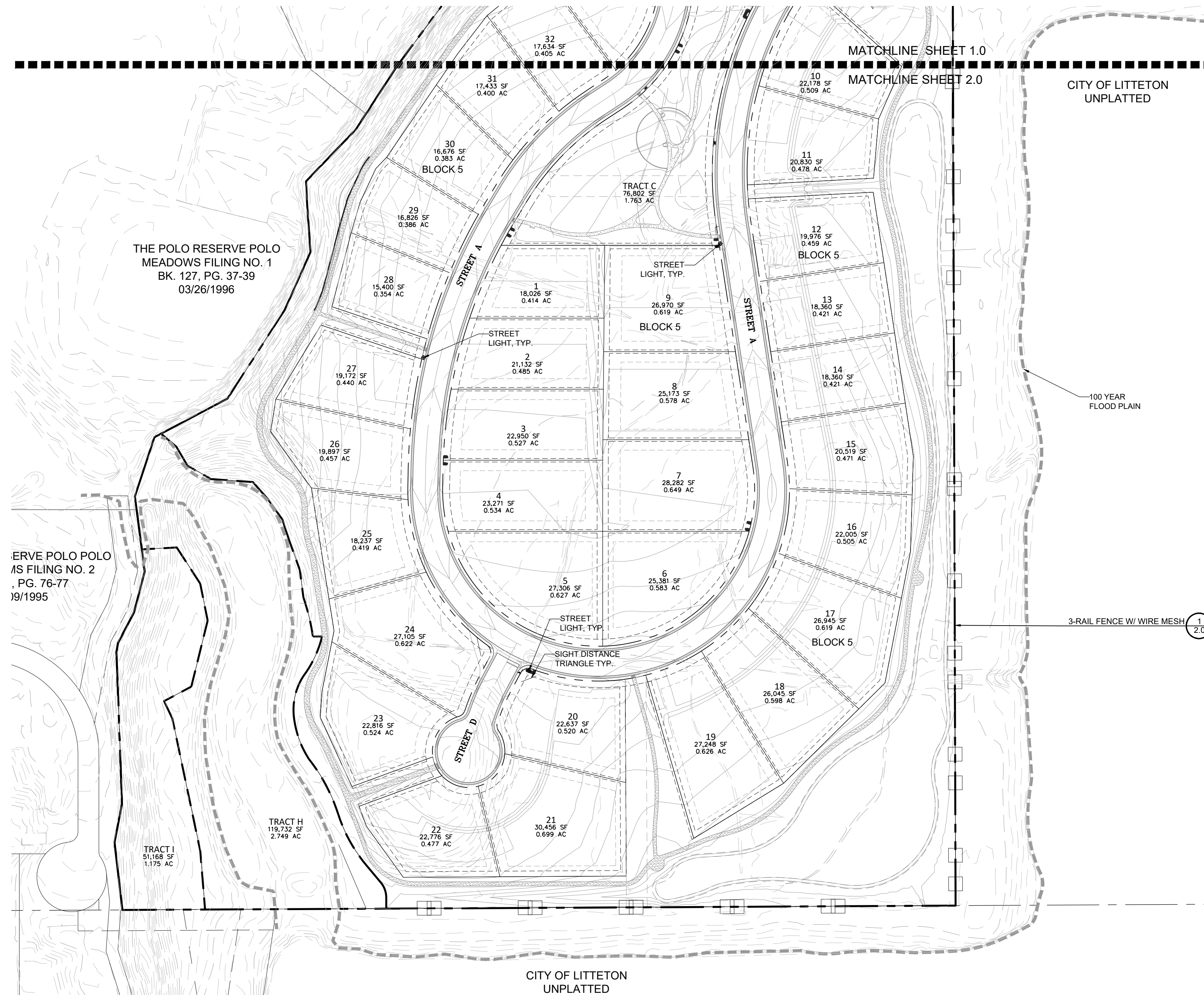
sheet title

SITE PLAN  
SOUTH

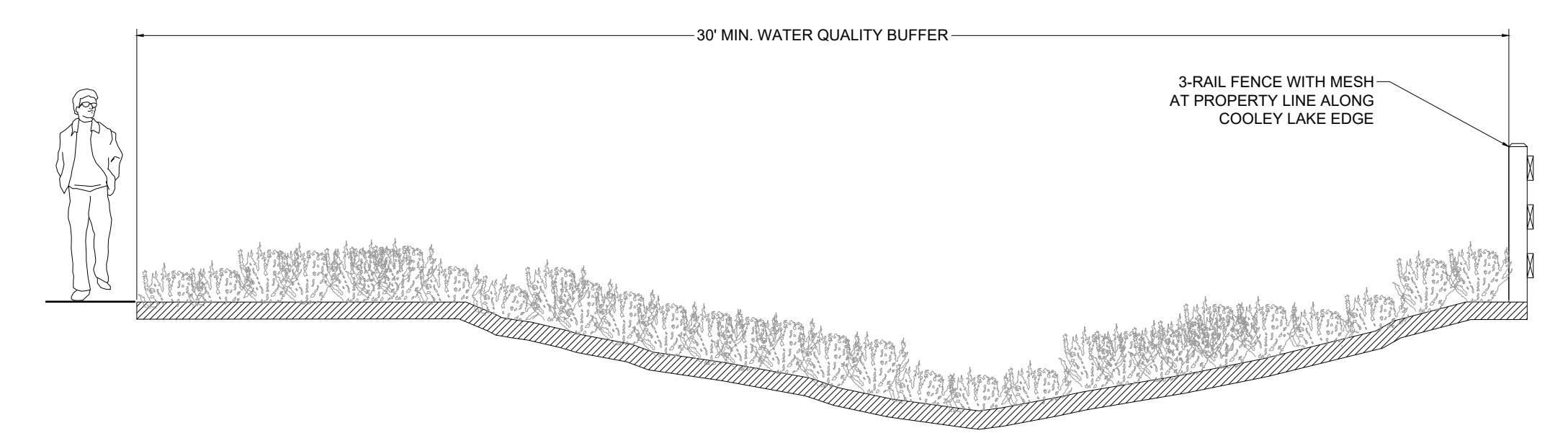
sheet number

Sheet 5

|               |               |          |
|---------------|---------------|----------|
| 5             |               |          |
| 4             |               |          |
| 3             |               |          |
| 2             |               |          |
| 1             | First Amended | 03.20.20 |
| No. Revisions |               | Date     |
| 0             | Mylar Set     | 02.08.18 |



1 3-RAIL FENCE W/ OPTIONAL MESH SCALE: NTS



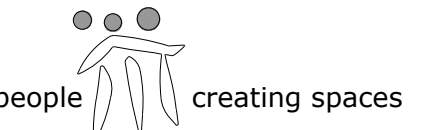
2 WATER QUALITY SECTION AT COOLEY LAKE EDGE SCALE: NTS



# Wild Plum Final Development Plan 1st Administrative Amendment, A Minor Amendment

A Part of the NE  $\frac{1}{4}$  of Section 30 and the NW  $\frac{1}{4}$  of Section 29,  
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applicant

Lennar Colorado, LLC  
9193 S. Jamaica Street, 4<sup>th</sup> Floor  
Englewood CO, 80112  
Contact: Kent Pedersen  
303-486-5002

project name

**Wild Plum**  
Planned Development  
Columbine Valley, Colorado

sheet title

CONCEPTUAL  
MONUMENT  
DESIGN

sheet number

Sheet 6



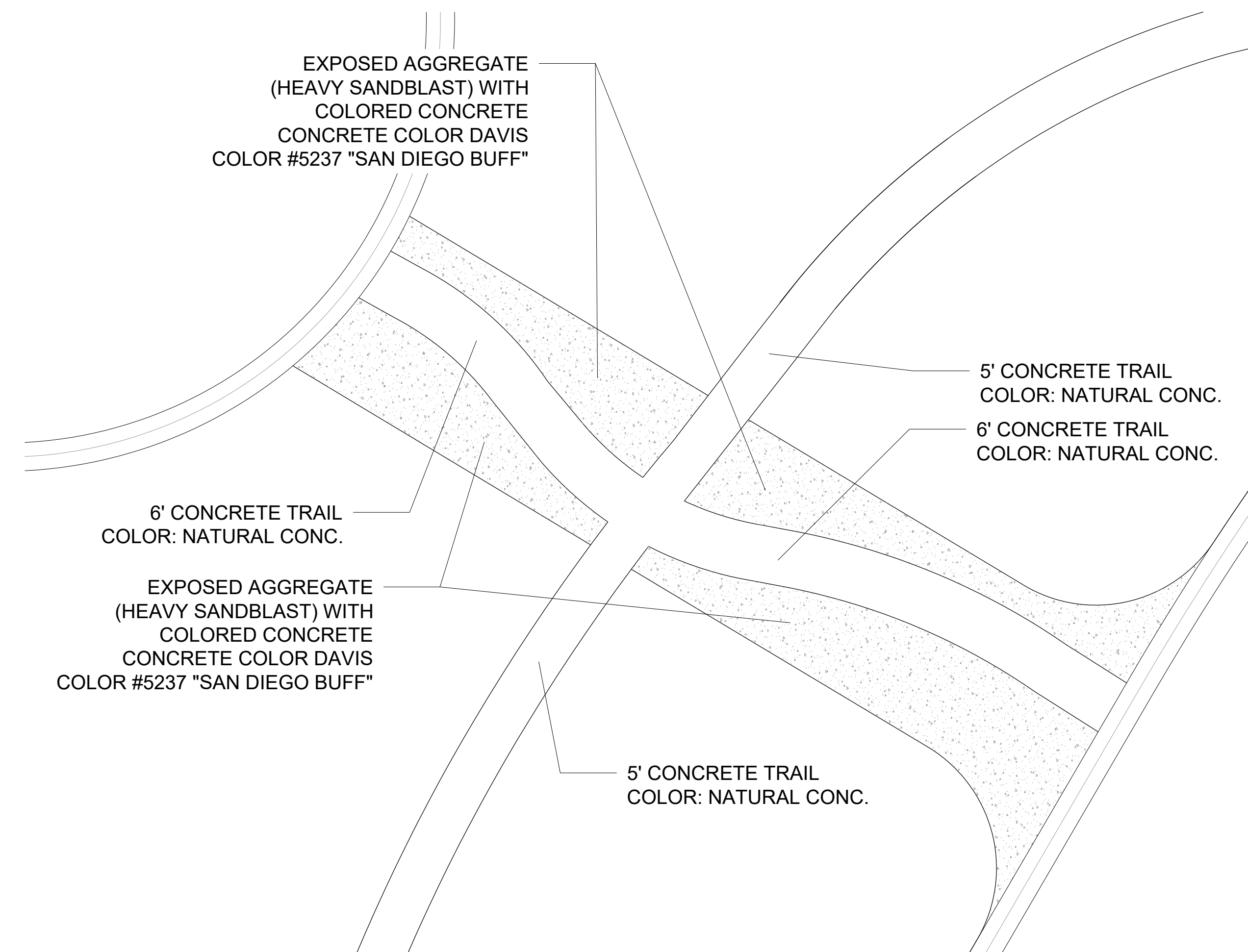
1 PERSPECTIVE - PRIMARY ENTRY MONUMENT

SCALE: NTS



2 PERSPECTIVE - SECONDARY ENTRY MONUMENT

SCALE: NTS



3 EMERGENCY ACCESS

SCALE: NTS

|               |               |          |
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| 5             |               |          |
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| 2             |               |          |
| 1             | First Amended | 03.20.20 |
| No. Revisions |               | Date     |
| 0             | Mylar Set     | 02.08.18 |

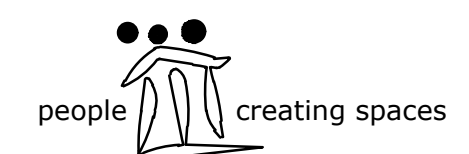


# Wild Plum Final Development Plan

## First Administrative Amendment, A Minor Amendment

A Part of the NE ¼ of Section 30 and the NW ¼ of Section 29,  
Township 5 South, Range 68 West of the Sixth Principal Meridian,  
County of Arapahoe, State of Colorado  
104.828 Acres

planning & la



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Denver, Co 80218  
tel (303) 531-4905  
www.pcsgroupco.com

architecture



KGA Studio Architects, PC  
950 Spruce Street, Suite 2D  
Louisville, CO 80027  
303.442.5882  
www.kgarch.com

applicant

Lennar Colorado, LLC  
9193 S. Jamaica Street, 4<sup>th</sup> Floor  
Englewood CO, 80112  
Contact: Kent Pedersen  
303-486-5002

project name

**Wild Plum**  
Planned Development  
Columbine Valley, Colorado

sheet title

Elevation  
Style  
Matrix

sheet number

7

|     |               |          |
|-----|---------------|----------|
| 5   |               |          |
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| 3   |               |          |
| 2   |               |          |
| 1   | First Amended | 03.20.20 |
| No. | Revisions     | Date     |
| 0   | Mylar Set     | 02.08.18 |



| Model # | Nantucket | Columbine Craftsman | Columbine Traditional  | Mountain Contemporary | French Country | English Country | Euro Cottage |
|---------|-----------|---------------------|--|-----------------------|----------------|-----------------|--------------|
| 6R04    | •         | •                   | PAGES 7-56 REMOVED<br>(ARCHITECTURAL<br>ELEVATIONS, COLORS AND<br>MATERIALS) |                       |                |                 |              |
| 6R05    | •         |                     |  |                       |                |                 |              |
| 6R06    | •         | •                   |  |                       |                |                 |              |
| 6T03    | •         |                     |  |                       |                |                 |              |
| 6T04    |           | •                   |  |                       |                |                 |              |
| 6T05    |           |                     |  |                       |                |                 |              |
| 7R05    | •         |                     |  |                       | •              | •               |              |
| 7R06    |           |                     | •  | •                     |                | •               |              |
| 7R07    |           |                     | •  | •                     | •              |                 |              |
| 7R08    | •         | •                   |  | •                     |                |                 |              |
| 7T01    |           | •                   |  | •                     |                |                 | •            |
| 7T02    |           | •                   |  |                       | •              |                 | •            |
| 7T03    |           | •                   |  | •                     |                |                 | •            |
| 7T05    | •         |                     | •  |                       | •              |                 |              |



**Staff Report:**

**2<sup>nd</sup> Amendment (Major) to the Final Development Plan Wild Plum**

**I. Purpose**

This major amendment to the Final Development Plan for the Wild Plum neighborhood is to essentially hand over architectural control to the Metro District. During the final plan process for Wild Plum, to protect the interests of the Town, strict architectural control measures were enacted in the Planned Development Standards for the neighborhood to ensure that monotony (repetition in housing type and style) in the development did not occur. All the homes have been completed (or are soon to be completed) and thus these restrictions are no longer needed. Town Staff was approached by the Metro District Board to pursue the changes that are noted in the redlines to the Final Development Plan. Overall, these changes put future architectural control into the Board of the Metropolitan District's purview, like the other HOA's in Columbine Valley, to have influence in how their neighborhood is administered. The neighborhood will still have to abide by all the setback standards, height standards, etc. as shown in the development stipulations chart that were approved in the original Final Development Plan for the neighborhood.

The notable changes include:

1. Removal of anti-monotony clauses.
2. Removal of the architectural drawings and elevations from the final development plan.
3. Removal of references to architectural and elevation drawings.
4. Removal of reference to colors.
5. Removal of reference to residential exterior lighting.
6. Removal of reference to review of any modifications by Town Architect.
7. Administrative Changes – language changes.
8. Standard Notes Change – Building Permits/Certificates of Occupancy
9. Removal of references to approval of final plat prior to construction.

**II. Criteria for Administrative Amendments**

- A. An amendment (major) to an approved Final Development Plan or plat, an approved final development plan or plat may be initiated by the owner of all or a portion of the property, or, by the Board of Trustee's when the Board has determined that the amendment is in the public interest.
- a. Any revision to an approved preliminary or final plan that does not meet the criteria for a minor amendment as defined in Paragraph B of this section is considered a major amendment.
  - b. The major amendment process is the same process as the final plan.

**B. Criteria for Minor Amendment**

The Minor Amendment process may only be used for amendments, changes and revisions to a preliminary or final plan or final plat that has been determined to be of a minor engineering, planning or administrative nature that meet one or more of the following criteria:

1. All involved lands must be part of a previously approved plan or plat.
2. No additional lot, parcel or building site is created.
3. The lot or parcel areas, or street frontage, shall not be reduced by more than 10 percent.
4. The revisions do not conflict with any other ordinances, regulations, codes or rules of law of the Town of Columbine Valley or the State of Colorado.

5. The revisions do not conflict with any major requirement or condition of the approved final Planned Development plan.
6. Changes consist of topographical and spelling errors or transpositions, incorrect seal, incorrect dates, monumentation incorrectly noted or drawn, incorrect or missing interior bearing(s) and/or dimension(s) on the drawing or missing or incorrectly displayed arrows or symbols.
7. The revisions are street name changes only.
8. The revision is a plan title change only.

### **III. Findings**

This amendment does not meet the required criteria involved with the processing for Minor Amendments, and therefore this Major Amendment will follow the same process as the final development plan.

The Major Amendment was presented to the Planning and Zoning Commission and approved on February 13, 2024. The Board of Trustees is to hear the case on first reading and then a public hearing will be scheduled and conducted during the second reading of the ordinance. Notification will be required for this amendment at the second reading of this ordinance. The amendment was brought on by the Metro District (owners).

The changes made to the plan are to change the architectural control from the Board of Trustees (based on the final plan) to the Metro District (neighborhood organization). This is in direct agreement with the general provisions of the Zoning Code and Land Use Regulations that requires a Homeowners Association or equivalent organization whose responsibilities and authority shall include, but are not limited to, enforcement of the approved design standards and maintenance responsibility for common open space and common facilities. The metro district has enacted their own architectural control committee through their documents and the prior plan did not allow for any deviation to the as built colors or architectural materials, or other additions/modifications to homes. Several homeowners have requested approval for changes, but the Metro District ACC cannot approve them without this Amendment.

### **IV. RECOMMENDATION**

Based on the finding that this Amendment is a Major Amendment and meets all the requirements set forth in the Zoning Code and Land Use Regulations, Staff agrees with and recommends approval the changes proposed by the Wild Plum Metro District as written/redlined and discussed. These changes were also recommended for approval by the Planning and Zoning Commission meeting on February 13, 2024. Since the recommendation of approval in February by the Planning and Zoning Commission and the approval on 1<sup>st</sup> reading by the Board of Trustees on March 19, 2024, Staff has also been involved with ongoing coordination between representatives from Wild Plum Metropolitan District and residents from other HOAs.

At the Planning and Zoning Commission meeting, staff asked for discussion on other issues with how to process the amendment and were not directly tied to the changes of architectural control changes. The changes that were agreed upon at the Planning and Zoning Commission Meeting include:

- Formatting:  
For sections where the entirety of the outline number/letter is removed, change to “deleted”.



- Deletions:  
In the Staff's review of the documents, there are a few items that can be deleted to clean up the document.  
Land Use Tabulation: Delete RA (Agriculture) in front of proposed zoning designation.  
Special Notes: Delete "No development will be allowed or building permits issued until a final subdivision plat for the planning area is approved." The plat was approved at the same time of the Final Development Plan in 2017.  
Massing & Entries (Pg 3-II-C): Remove the word "shown" from the statement: "All covered patios shown shall be standard features." Since there are no patios being shown, it is no longer relevant.  
Special Lot Restrictions (Pg 3-V) The verbiage notes "The house...", It should now read, "Any house...". This protects these two lots if the house were to be removed and re-built, making the restriction permanent.

- Lastly, staff recommends that the statement of purpose for this amendment on page 1 should read as follows (**amended based on discussion at the Board of Trustees meeting on March 19, 2024 and bolded below**):

*THIS SECOND AMENDMENT WHICH SUPERSEDES THE FINAL DEVELOPMENT PLAN APPROVED ON JULY 17, 2017, AND FIRST AMENDMENT TO THE FINAL DEVELOPMENT PLAN APPROVED ON MARCH 20, 2020, INCORPORATES THE FOLLOWING REVISIONS:*

- ***THE ARCHITECTURAL CONTROL COMMITTEE OF THE WILD PLUM METRO DISTRICT IS HEREBY AUTHORIZED AND EMPOWERED TO ENFORCE THE DESIGN GUIDELINES INCLUDING THE ARCHITECTURAL GUIDELINES, SET FORTH IN THE SECOND AMENDMENT TO THE WILD PLUM FINAL DEVELOPMENT PLAN.***
- ***SINCE ALL HOMES HAVE BEEN BUILT PURSUANT TO THE REQUIREMENTS OF THE FIRST AMENDMENT TO THE FINAL DEVELOPMENT PLAN, REMOVES THE ARCHITECTURAL ELEVATIONS, COLORS AND MATERIALS, AND REFERENCES TO THE SAME, FROM THE FINAL DEVELOPMENT PLAN.***

**Motion: Move to approve the Second Amendment for Wild Plum Final Development Plan with the changes as presented.**



## **Request for Board of Trustee Action**

**Date:** April 16, 2024

**Title:** Trustee Bill # 5 – 2024 Minor Update to the Town Zoning Code and Land Use Regulations

**Presented By:** Lee Schiller, Town Attorney

**Prepared By:** Lee Schiller, Town Attorney

**Background:** The Town does not currently have provisions for development applications that have not been through the full process as outlined in the zoning code and land use regulations.

As an example, in October of 2023 the Board of Trustees reviewed an application for land development, referred to them by the Planning Commission. The Board of Trustees passed said final plat and plan on first reading. Shortly after, the applicant requested staff pull the FDP from 2<sup>nd</sup> reading consideration.

The attached ordinance would provide a six-month time limit for land use applications.

**Attachments:** Trustee Bill #5 – 2024

**Staff Recommendations:** Approve as presented.

**Recommended Motion:** “I move to approve as presented Trustee Bill #5, Series 2024 on 2<sup>nd</sup> Reading”.

A BILL FOR AN ORDINANCE  
OF THE TOWN OF COLUMBINE VALLEY AMENDING THE ZONING CODE AND  
LAND USE REGULATIONS

WHEREAS, from time to time an applicant may fail to complete the process for approval of a Final Plat and Final Plan in a timely manner; and

WHEREAS, the Town of Columbine Valley (“the Town”) has no ordinance dealing with the circumstance where a approval of a Final Plat and Final Plan is needlessly delayed or abandoned by such applicant; and

WHEREAS, the Board of Trustees the Town of Columbine Valley has found that the amendments contained herein are necessary to protect the health, safety and welfare of the inhabitants of the Town.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY, COLORADO, as follows:

Section 1. Article VI Section 3 F of the Zoning Code and Land Use Regulations is hereby amended to add the following sub-paragraph 5:

Article VI Section 3.F.5

Following the recommendation of the Planning and Zoning Commission, any application for review and action on a Final Plat and Final Plan must be submitted to the Board of Trustees within six (6) months after the date of the recommendation by the Planning and Zoning Commission, or such application shall be deemed abandoned and expired. Any such applicant that desires to proceed thereafter shall have to submit a new application as provided for herein.

Section 2. Article VI Section 3 of the Zoning Code and Land Use Regulations is hereby amended to add the following paragraph 3M:

Article VI Section 3.M

Any applicant that submitted its application for approval of its Final Plat and Final Plan, by the Board of Trustees, that fails to complete the approval process within six (6) months after submission to the Board of Trustees, shall be deemed to have abandoned its application and the application expired. An applicant that desires to proceed with its application thereafter shall have to submit a new application as provided herein.

Section 3. Should any section clause, sentence, part or portion of this Ordinance be adjudged by any court to be unconstitutional or invalid, the same shall not affect, impair, or invalidate the Ordinance as a whole or any part thereof other than the part or portion declared by

such court to be unconstitutional or invalid.

Section 4. The Town Clerk shall certify the passage of this Ordinance and cause notice of its contents and passage to be published.

Section 5. This Ordinance shall be in full force and effect upon the expiration of thirty (30) days after the publication of this Ordinance in the Littleton Independent, Littleton, Colorado said newspaper being a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

Introduced as Trustee Bill No. 5, series of 2024, at a regular meeting of the Board of Trustees of the Town of Columbine Valley, Colorado, on the 19<sup>th</sup> day of March, 2024, passed by a vote of \_\_\_\_ for and \_\_\_\_ against, on first reading; passed on second reading at a regular meeting of the Board of Trustees held by a vote of \_\_\_\_ for and \_\_\_\_ against on the 16<sup>th</sup> day of April, 2024, and ordered published in the Littleton Independent on the \_\_\_\_ day of \_\_\_\_\_, 2024.

---

Roy Palmer, Mayor

ATTEST:

---

J.D. McCrumb, Clerk of the Town of Columbine Valley



## Request for Board of Trustee Action

**Date:** April 16, 2024

**Title:** Mayor and Trustee Swearing In

**Presented By:** Trisha McCarthy, Municipal Judge

**Background:** Per powers described in the Town's adopted municipal code, the legislative and corporate authority of the Town shall be vested in a board of trustees consisting of one mayor and six trustees. The mayor shall be elected for a term of two years, the trustees shall be elected to four-year terms, staggered with half of the Trustees terms expiring every two years. Section 2.04.010.

All officers elected or appointed in the Town must take an oath or affirmation administered by the municipal judge, clerk, or other person authorized by the board of trustees or who is authorized by law to administer oaths. The oath is as follows:

*I, \_\_\_\_\_ do solemnly swear that I will support the Constitution of the United States and the State of Colorado; and that I will faithfully perform the duties of the office of \_\_\_\_\_ of the Town Of Columbine Valley, Colorado upon which I am about to enter.*

As there were fewer interested candidates to file petitions or affidavits of write-in candidacy than there were seats to be filled the 2024 Columbine Valley municipal election was canceled by way of Resolution #3-2024 on February 20, 2024, and the following candidates were deemed elected.

- Bruce Menk, Mayor (2 years)
- Mike Giesen, Trustee (4 years)
- Dave Huelskamp, Trustee (4 years)
- Betsy McCain, Trustee (4 years)

**Recommended Motion:** There is no action by the Board of Trustees

**TOWN OF COLUMBINE VALLEY**  
**Financial Statements as of and YTD March 31, 2024**  
**Variance Summary**

**General Fund**

**Revenues**

- General Fund Revenues are at 28% of budget (PY 32%)
  - o Property taxes \$228,082 at 39% (PY 43%)
  - o Permits, fees and services \$60,256 at 35% (PY 18%)
  - o Interest \$79,905 in general fund and total of \$106,021

**Administration – 18% of budget (PY 14%)**

**Planning and engineering – 24% of budget (PY 13%)**

**Public Safety – 22% of budget (PY 20%)**

**Public Works – 14% of budget (PY 15%)**

**General Fund Expenditures, Transfers and Fund Balance**

- General Fund Expenditures are at 19% of budget (PY 17%)
- Transfer to capital fund of \$330,000
- The ending fund balance is \$804,137

**Capital Fund**

- Ending fund balance \$5,597,799

**Conservation Trust Fund** - Ending fund balance \$33,233

**Arapahoe County Open Space Fund** - Ending fund balance \$621,832

**Wild Plum Impact Fees Fund** - Ending fund balance \$1,281,657

**Transportation Fees Fund**

- Transportation fees \$34,519 at 35% of budget (PY 27%)
- Ending fund balance \$307,708

**TOWN OF COLUMBINE VALLEY  
CASH POSITION  
YEAR TO DATE (YTD) AS OF MARCH 31, 2024**

| Account Activity Item Description               | CHECKING          | INVESTMENTS      | TOTAL<br>ALL<br>ACCOUNTS |
|---|-------------------|------------------|--------------------------|
| BMO checking                                    | \$ 707,187        | -                | \$ 707,187               |
| C-Safe Primary                                  | -                 | 5,936,063        | 5,936,063                |
| C-Safe Wild Plum Impact fee                     | -                 | 1,281,657        | 1,281,657                |
| C-Safe CTF                                      | -                 | 33,232           | 33,232                   |
| Arapahoe County shareback                       | -                 | 621,833          | 621,833                  |
| <b>YTD Cash Balances</b>                        | <b>707,187</b>    | <b>7,872,785</b> | <b>8,579,972</b>         |
| Less amount allocated for capital               | -                 | (5,597,799)      | (5,597,799)              |
| Less amount restricted for CTF                  | -                 | (33,233)         | (33,233)                 |
| Less amount restricted for ACOS                 | -                 | (621,832)        | (621,832)                |
| Less amount restricted for impact fees          | -                 | (1,281,657)      | (1,281,657)              |
| Less amount restricted for transportation fees  | -                 | (307,708)        | (307,708)                |
| <b>CURRENT UNRESTRICTED/UNALLOCATED BALANCE</b> | <b>\$ 707,187</b> | <b>\$ 30,556</b> | <b>\$ 737,743</b>        |

**TOWN OF COLUMBINE VALLEY  
ALLOCATION OF AVAILABLE FUND BALANCES  
#REF!**

| Account Activity Item Description                   | General           | Capital             | Conservation Trust | Arapahoe Cty Open Space | Wild Plum Impact Fees | Transportation Fees | TOTALS              |
|---|-------------------|---------------------|--------------------|-------------------------|-----------------------|---------------------|---------------------|
| <b>BEGINNING FUND BALANCES</b>                      | \$ 852,855        | \$ 5,268,559        | \$ 29,893          | \$ 613,459              | \$ 1,264,399          | \$ 273,189          | \$ 8,302,354        |
| <b>YTD REVENUES PER FINANCIAL STATEMENTS</b>        |                   |                     |                    |                         |                       |                     |                     |
| Taxes   | 474,308           | -                   | -                  | -                       | -                     | -                   | 474,308             |
| Permits and fines                                   | 71,465            | -                   | -                  | -                       | -                     | -                   | 71,465              |
| Intergovernmental                                   | 106,704           | -                   | -                  | -                       | -                     | -                   | 106,704             |
| Interest  | 79,905            | -                   | 485                | 8,373                   | 17,258                | -                   | 106,021             |
| Other   | 1,771             | -                   | -                  | -                       | -                     | -                   | 1,771               |
| Conservation Trust Fund entitlement                 | -                 | -                   | 2,855              | -                       | -                     | -                   | 2,855               |
| Transportation fees                                 | -                 | -                   | -                  | -                       | -                     | 34,519              | 34,519              |
| <b>Total YTD revenues</b>                           | 734,153           | -                   | 3,340              | 8,373                   | 17,258                | 34,519              | 797,643             |
| <b>Total YTD expenditures</b>                       | (452,871)         | (760)               | -                  | -                       | -                     | -                   | (453,631)           |
| <b>Excess of revenues over (under) expenditures</b> | 281,282           | (760)               | 3,340              | 8,373                   | 17,258                | 34,519              | 344,012             |
| Transfers   | (330,000)         | 330,000             | -                  | -                       | -                     | -                   | -                   |
| <b>Net change in fund balance</b>                   | (48,718)          | 329,240             | 3,340              | 8,373                   | 17,258                | 34,519              | 344,012             |
| <b>YTD ENDING FUND BALANCES</b>                     | <b>\$ 804,137</b> | <b>\$ 5,597,799</b> | <b>\$ 33,233</b>   | <b>\$ 621,832</b>       | <b>\$ 1,281,657</b>   | <b>\$ 307,708</b>   | <b>\$ 8,646,366</b> |

Budget vs actual reference

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**TOWN OF COLUMBINE VALLEY  
BALANCE SHEET - ALL FUNDS  
GOVERNMENTAL FUNDS  
March 31, 2024  
Unaudited**

**ASSETS**

|                      |                            |
|----------------------|----------------------------|
| Cash and investments | \$ 8,579,972               |
| Accrued revenue      | 96,737                     |
| Prepaid expenses     | 35,606                     |
| Other receivables    | 41,486                     |
| <b>TOTAL ASSETS</b>  | <b><u>\$ 8,753,801</u></b> |

**LIABILITIES AND FUND BALANCES**

**LIABILITIES**

|                          |                       |
|--------------------------|-----------------------|
| Accounts payable         | \$ 106,811            |
| Accrued liabilities      | 624                   |
| <b>Total liabilities</b> | <b><u>107,435</u></b> |

**FUND BALANCES**

|                            |                         |
|----------------------------|-------------------------|
| General                    | 804,137                 |
| Capital                    | 5,597,799               |
| Conservation trust fund    | 33,233                  |
| Arapahoe county open space | 621,832                 |
| Wild Plum Impact fees      | 1,281,657               |
| Transportation fees        | 307,708                 |
| <b>Total fund balances</b> | <b><u>8,646,366</u></b> |

|  |                            |
|--|----------------------------|
| <b>TOTAL LIABILITIES AND FUND BALANCES</b> | <b><u>\$ 8,753,801</u></b> |
|--|----------------------------|

**TOWN OF COLUMBINE VALLEY**  
**GENERAL - SUMMARY**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS**  
**FOR THE THREE MONTHS ENDED MARCH 31, 2024**  
**Unaudited**

|   | <u>YTD<br/>Actual</u>    | <u>Adopted<br/>Annual<br/>Budget</u> | <u>YTD Variance<br/>from Annual<br/>Budget</u> | <u>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</u> |
|---|--------------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                                 |                          |                                      |  |   |
| Taxes   | \$ 474,308               | \$ 1,758,694                         | \$ (1,284,386)                                 | 27%   |
| Permits and fines                               | 71,465                   | 273,000                              | (201,535)                                      | 26%   |
| Intergovernmental                               | 106,704                  | 426,300                              | (319,596)                                      | 25%   |
| Interest  | 79,905                   | 95,400                               | (15,495)                                       | 84%   |
| Other   | 1,771                    | 4,000                                | (2,229)  | 44%   |
| Grants  | -                        | 32,000                               | (32,000)                                       | 0%  |
| <b>Total revenues</b>                           | <u>734,153</u>           | <u>2,589,394</u>                     | <u>(1,855,241)</u>                             | <u>28%</u>  |
| <b>EXPENDITURES</b>                             |                          |                                      |  |   |
| Administration                                  | 137,574                  | 764,680                              | (627,106)                                      | 18%   |
| Planning and engineering                        | 8,482                    | 36,000                               | (27,518)                                       | 24%   |
| Public safety                                   | 244,904                  | 1,097,881                            | (852,977)                                      | 22%   |
| Public works                                    | 61,911                   | 447,644                              | (385,733)                                      | 14%   |
| <b>Total expenditures</b>                       | <u>452,871</u>           | <u>2,346,205</u>                     | <u>(1,893,334)</u>                             | <u>19%</u>  |
| <b>EXCESS OF REVENUES OVER<br/>EXPENDITURES</b> | <u>281,282</u>           | <u>243,189</u>                       | <u>38,093</u>                                  | <u>116%</u>   |
| <b>OTHER FINANCING USES</b>                     |                          |                                      |  |   |
| Transfer to capital                             | (330,000)                | (250,000)                            | (80,000)                                       | 132%  |
| <b>Total other financing uses</b>               | <u>(330,000)</u>         | <u>(250,000)</u>                     | <u>(80,000)</u>                                | <u>132%</u>   |
| <b>NET CHANGE IN FUND BALANCE</b>               | (48,718)                 | <u>\$ (6,811)</u>                    | <u>\$ (41,907)</u>                             |   |
| <b>BEGINNING FUND BALANCE</b>                   | <u>852,855</u>           |                                      |  |   |
| <b>ENDING FUND BALANCE</b>                      | <u><b>\$ 804,137</b></u> |                                      |  |   |

**TOWN OF COLUMBINE VALLEY**  
**GENERAL - DETAILS**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS**  
**FOR THE ONE MONTH AND THREE MONTHS ENDED MARCH 31, 2024**  
**Unaudited**

|   | <b>Current<br/>Month</b> | <b>YTD<br/>Actual</b> | <b>Adopted<br/>Annual<br/>Budget</b> | <b>YTD Variance<br/>from Annual<br/>Budget</b> | <b>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</b> |
|---|--------------------------|-----------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                         |                          |                       |                                      |  |   |
| <b>Taxes</b>                            |                          |                       |                                      |  |   |
| Cable television                        | \$ 3,533                 | \$ 10,680             | \$ 42,400                            | \$ (31,720)                                    | 25%   |
| Property taxes                          | 69,624                   | 228,082               | 584,194                              | (356,112)                                      | 39%   |
| Sales and use taxes                     | 21,610                   | 204,054               | 1,009,300                            | (805,246)                                      | 20%   |
| Specific ownership taxes                | 2,470                    | 8,397                 | 40,900                               | (32,503)                                       | 21%   |
| Utility franchise fees                  | 8,846                    | 23,095                | 81,900                               | (58,805)                                       | 28%   |
| <b>Total taxes</b>                      | <b>106,083</b>           | <b>474,308</b>        | <b>1,758,694</b>                     | <b>(1,284,386)</b>                             | <b>27%</b>  |
| <b>Permits and fines</b>                |                          |                       |                                      |  |   |
| Court fines                             | 4,367                    | 11,209                | 100,000                              | (88,791)                                       | 11%   |
| Permits, fees and services              | 13,624                   | 60,256                | 173,000                              | (112,744)                                      | 35%   |
| <b>Total permits and fines</b>          | <b>17,991</b>            | <b>71,465</b>         | <b>273,000</b>                       | <b>(201,535)</b>                               | <b>26%</b>  |
| <b>Intergovernmental</b>                |                          |                       |                                      |  |   |
| Bow Mar IGA                             | -                        | 84,500                | 338,000                              | (253,500)                                      | 25%   |
| Bow Mar IGA admin                       | -                        | 5,000                 | 20,000                               | (15,000)                                       | 25%   |
| County highway tax revenue              | 1,425                    | 4,275                 | 17,100                               | (12,825)                                       | 25%   |
| Motor vehicle registration fees         | 438                      | 1,197                 | 5,600                                | (4,403)  | 21%   |
| State cigarette tax apportionment       | 124                      | 456                   | 1,800                                | (1,344)  | 25%   |
| State highway user's tax                | 4,063                    | 11,276                | 43,800                               | (32,524)                                       | 26%   |
| <b>Total intergovernmental</b>          | <b>6,050</b>             | <b>106,704</b>        | <b>426,300</b>                       | <b>(319,596)</b>                               | <b>25%</b>  |
| <b>Interest</b>                         | <b>27,119</b>            | <b>79,905</b>         | <b>95,400</b>                        | <b>(15,495)</b>                                | <b>84%</b>  |
| <b>Other</b>                            | <b>1,475</b>             | <b>1,771</b>          | <b>4,000</b>                         | <b>(2,229)</b>                                 | <b>44%</b>  |
| <b>Grants</b>                           | <b>-</b>                 | <b>-</b>              | <b>32,000</b>                        | <b>(32,000)</b>                                | <b>0%</b>   |
| <b>TOTAL REVENUES</b>                   | <b>158,718</b>           | <b>734,153</b>        | <b>2,589,394</b>                     | <b>(1,855,241)</b>                             | <b>28%</b>  |
| <b>EXPENDITURES</b>                     |                          |                       |                                      |  |   |
| <b>Administration</b>                   |                          |                       |                                      |  |   |
| Accounting and audit                    | 6,204                    | 24,583                | 112,400                              | (87,817)                                       | 22%   |
| Advertising/notices                     | 126                      | 126                   | 500                                  | (374)  | 25%   |
| Bank/credit card fees                   | 386                      | 1,149                 | 7,700                                | (6,551)  | 15%   |
| Building inspection and planning review | -                        | 15,307                | 70,000                               | (54,693)                                       | 22%   |
| Building maintenance and utilities      | 2,298                    | 5,025                 | 26,360                               | (21,335)                                       | 19%   |
| Community functions                     | -                        | -                     | 50,500                               | (50,500)                                       | 0%  |
| Computer expense                        | 391                      | 861                   | 10,000                               | (9,139)  | 9%  |
| County treasurer's collection fees      | 696                      | 2,281                 | 5,842                                | (3,561)  | 39%   |
| Dues and publications                   | 525                      | 2,431                 | 13,480                               | (11,049)                                       | 18%   |
| Education and training                  | -                        | 5,100                 | 11,000                               | (5,900)  | 46%   |
| Election                                | -                        | -                     | 4,000                                | (4,000)  | 0%  |
| Health insurance                        | 2,297                    | 6,399                 | 26,624                               | (20,225)                                       | 24%   |
| Human resources                         | -                        | 2,720                 | 12,000                               | (9,280)  | 23%   |
| Insurance workers comp and liability    | 1,183                    | 3,550                 | 15,987                               | (12,437)                                       | 22%   |
| Legal                                   | 6,699                    | 7,328                 | 25,000                               | (17,672)                                       | 29%   |
| Mayor expenses & meals                  | -                        | 500                   | 1,000                                | (500)  | 50%   |
| Miscellaneous                           | -                        | 150                   | 1,500                                | (1,350)  | 10%   |
| Payroll taxes                           | 762                      | 2,278                 | 11,400                               | (9,122)  | 20%   |
| Pension                                 | 763                      | 2,274                 | 11,400                               | (9,126)  | 20%   |
| Salaries                                | 15,946                   | 47,552                | 228,144                              | (180,592)                                      | 21%   |
| Special projects                        | -                        | -                     | 19,000                               | (19,000)                                       | 0%  |

**TOWN OF COLUMBINE VALLEY**  
**GENERAL - DETAILS**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS**  
**FOR THE ONE MONTH AND THREE MONTHS ENDED MARCH 31, 2024**  
**Unaudited**

|                                       | <b>Current<br/>Month</b> | <b>YTD<br/>Actual</b> | <b>Adopted<br/>Annual<br/>Budget</b> | <b>YTD Variance<br/>from Annual<br/>Budget</b> | <b>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</b> |
|---------------------------------------|--------------------------|-----------------------|--------------------------------------|--|---|
| Supplies, printing, postage           | 1,445                    | 5,281                 | 13,000                               | (7,719)  | 41%   |
| Telephone/communications              | 802                      | 2,679                 | 10,143                               | (7,464)  | 26%   |
| Emergency reserve                     | -                        | -                     | 77,700                               | (77,700)                                       | 0%  |
| <b>Total administration</b>           | <b>40,523</b>            | <b>137,574</b>        | <b>764,680</b>                       | <b>(627,106)</b>                               | <b>18%</b>  |
| <b>Planning and engineering</b>       |                          |                       |                                      |  |   |
| Town planning                         | -                        | 6,682                 | 20,000                               | (13,318)                                       | 33%   |
| Town engineer                         | -                        | 1,800                 | 16,000                               | (14,200)                                       | 11%   |
| <b>Total planning and engineering</b> | <b>-</b>                 | <b>8,482</b>          | <b>36,000</b>                        | <b>(27,518)</b>                                | <b>24%</b>  |
| <b>Public safety</b>                  |                          |                       |                                      |  |   |
| <b>Operations</b>                     |                          |                       |                                      |  |   |
| Cruiser gas                           | 1,323                    | 3,832                 | 20,000                               | (16,168)                                       | 19%   |
| Cruiser oil/maintenance               | 699                      | 2,602                 | 13,000                               | (10,398)                                       | 20%   |
| Cruiser insurance                     | 486                      | 1,457                 | 5,829                                | (4,372)  | 25%   |
| Education/training                    | -                        | 2,820                 | 12,620                               | (9,800)  | 22%   |
| Equipment/repairs                     | -                        | -                     | 4,000                                | (4,000)  | 0%  |
| Health insurance                      | 5,834                    | 18,338                | 88,700                               | (70,362)                                       | 21%   |
| Insurance workers comp and liability  | 3,422                    | 10,266                | 46,061                               | (35,795)                                       | 22%   |
| Payroll taxes                         | 1,799                    | 5,369                 | 29,600                               | (24,231)                                       | 18%   |
| Pension                               | 5,093                    | 15,100                | 59,200                               | (44,100)                                       | 26%   |
| Salaries                              | 50,234                   | 147,834               | 591,598                              | (443,764)                                      | 25%   |
| Supplies/miscellaneous                | (1)                      | 920                   | 15,000                               | (14,080)                                       | 6%  |
| Telephones/air cards                  | 624                      | 1,086                 | 4,561                                | (3,475)  | 24%   |
| Uniforms                              | 868                      | 3,414                 | 10,000                               | (6,586)  | 34%   |
| <b>Total operations</b>               | <b>70,381</b>            | <b>213,038</b>        | <b>900,169</b>                       | <b>(687,131)</b>                               | <b>24%</b>  |
| <b>Municipal court</b>                |                          |                       |                                      |  |   |
| Judge                                 | 750                      | 2,250                 | 9,000                                | (6,750)  | 25%   |
| Interpreter                           | 250                      | 650                   | 2,400                                | (1,750)  | 27%   |
| Legal                                 | 4,500                    | 4,545                 | 26,000                               | (21,455)                                       | 17%   |
| Health insurance                      | 932                      | 2,719                 | 11,246                               | (8,527)  | 24%   |
| Payroll taxes                         | 107                      | 332                   | 2,340                                | (2,008)  | 14%   |
| Pension                               | 148                      | 460                   | 2,340                                | (1,880)  | 20%   |
| Salaries                              | 2,834                    | 8,502                 | 46,800                               | (38,298)                                       | 18%   |
| Administration                        | -                        | -                     | 1,000                                | (1,000)  | 0%  |
| Supplies                              | -                        | -                     | 2,500                                | (2,500)  | 0%  |
| <b>Total municipal court</b>          | <b>9,521</b>             | <b>19,458</b>         | <b>103,626</b>                       | <b>(84,168)</b>                                | <b>19%</b>  |
| <b>Contracts</b>                      |                          |                       |                                      |  |   |
| Arapahoe county dispatch fee          | -                        | -                     | 36,894                               | (36,894)                                       | 0%  |
| Tri-tech software                     | -                        | -                     | 1,262                                | (1,262)  | 0%  |
| Humane society                        | -                        | -                     | 500                                  | (500)  | 0%  |
| Juvenile assessment                   | -                        | -                     | 650                                  | (650)  | 0%  |
| Netmotion                             | -                        | -                     | 500                                  | (500)  | 0%  |
| CACP                                  | -                        | 430                   | 350                                  | 80   | 123%  |
| CISC                                  | -                        | 150                   | 1,000                                | (850)  | 15%   |
| WhenIWork                             | -                        | 797                   | 430                                  | 367  | 185%  |
| <b>Total contracts</b>                | <b>-</b>                 | <b>1,377</b>          | <b>41,586</b>                        | <b>(40,209)</b>                                | <b>3%</b>   |
| <b>Computer/IT</b>                    |                          |                       |                                      |  |   |
| Flock safety                          | 1,458                    | 4,375                 | 17,500                               | (13,125)                                       | 25%   |
| Offsite server backup and protection  | -                        | 1,870                 | 12,000                               | (10,130)                                       | 16%   |
| Office 365 accounts                   | -                        | 989                   | 5,000                                | (4,011)  | 20%   |

**TOWN OF COLUMBINE VALLEY**  
**GENERAL - DETAILS**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS**  
**FOR THE ONE MONTH AND THREE MONTHS ENDED MARCH 31, 2024**  
**Unaudited**

|   | <b>Current<br/>Month</b> | <b>YTD<br/>Actual</b> | <b>Adopted<br/>Annual<br/>Budget</b> | <b>YTD Variance<br/>from Annual<br/>Budget</b> | <b>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</b> |
|---|--------------------------|-----------------------|--------------------------------------|--|---|
| Scheduled computer replacement                  | -                        | 297                   | 4,000                                | (3,703)  | 7%  |
| Govpilot  | 1,167                    | 3,500                 | 14,000                               | (10,500)                                       | 25%   |
| <b>Total computer/IT</b>                        | <b>2,625</b>             | <b>11,031</b>         | <b>52,500</b>                        | <b>(41,469)</b>                                | <b>21%</b>  |
| <b>Total public safety</b>                      | <b>82,527</b>            | <b>244,904</b>        | <b>1,097,881</b>                     | <b>(852,977)</b>                               | <b>22%</b>  |
| <b>Public works</b>                             |                          |                       |                                      |  |   |
| Ground maintenance                              | -                        | 84                    | 7,000                                | (6,916)  | 1%  |
| Health insurance                                | 771                      | 2,491                 | 9,966                                | (7,475)  | 25%   |
| Insurance vehicle                               | 242                      | 728                   | 2,914                                | (2,186)  | 25%   |
| Insurance workers comp and liability            | 452                      | 1,355                 | 6,283                                | (4,928)  | 22%   |
| Other drainage/water                            | -                        | -                     | 5,000                                | (5,000)  | 0%  |
| Payroll taxes                                   | 392                      | 1,223                 | 5,522                                | (4,299)  | 22%   |
| Pension   | 334                      | 1,004                 | 5,522                                | (4,518)  | 18%   |
| Professional fees-mosquito control              | -                        | -                     | 7,985                                | (7,985)  | 0%  |
| Salaries  | 7,953                    | 24,251                | 110,448                              | (86,197)                                       | 22%   |
| Sanitation/trash/recycle service                | 8,878                    | 26,635                | 109,200                              | (82,565)                                       | 24%   |
| Signs maintenance                               | -                        | -                     | 1,104                                | (1,104)  | 0%  |
| Snow removal                                    | -                        | 1,073                 | 2,500                                | (1,427)  | 43%   |
| Storm water permit process/NPDES                | 518                      | 518                   | 1,200                                | (682)  | 43%   |
| Street lighting                                 | 970                      | 2,015                 | 15,000                               | (12,985)                                       | 13%   |
| Street and gutter maintenance                   | 289                      | 471                   | 105,000                              | (104,529)                                      | 0%  |
| Streets and gutters contingency                 | -                        | -                     | 50,000                               | (50,000)                                       | 0%  |
| Striping  | -                        | -                     | 1,000                                | (1,000)  | 0%  |
| Vehicle maintenance                             | -                        | 63                    | 2,000                                | (1,937)  | 3%  |
| <b>Total public works</b>                       | <b>20,799</b>            | <b>61,911</b>         | <b>447,644</b>                       | <b>(385,733)</b>                               | <b>14%</b>  |
| <b>TOTAL EXPENDITURES</b>                       | <b>143,849</b>           | <b>452,871</b>        | <b>2,346,205</b>                     | <b>(1,893,334)</b>                             | <b>19%</b>  |
| <b>EXCESS OF REVENUES OVER<br/>EXPENDITURES</b> | <b>14,869</b>            | <b>281,282</b>        | <b>243,189</b>                       | <b>38,093</b>                                  | <b>116%</b>   |
| <b>OTHER FINANCING USES</b>                     |                          |                       |                                      |  |   |
| Transfer to capital                             | (30,000)                 | (330,000)             | (250,000)                            | (80,000)                                       | 132%  |
| <b>Total other financing uses</b>               | <b>(30,000)</b>          | <b>(330,000)</b>      | <b>(250,000)</b>                     | <b>(80,000)</b>                                | <b>132%</b>   |
| <b>NET CHANGE IN FUND BALANCE</b>               | <b>\$ (15,131)</b>       | <b>\$ (48,718)</b>    | <b>\$ (6,811)</b>                    | <b>\$ (41,907)</b>                             |   |
| <b>BEGINNING FUND BALANCE</b>                   |                          | <b>852,855</b>        |                                      |  |   |
| <b>ENDING FUND BALANCE</b>                      |                          | <b>\$ 804,137</b>     |                                      |  |   |

**TOWN OF COLUMBINE VALLEY  
CAPITAL  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
FOR THE THREE MONTHS ENDED MARCH 31, 2024  
Unaudited**

|   | <u>YTD<br/>Actual</u> | <u>Adopted<br/>Annual<br/>Budget</u> | <u>YTD Variance<br/>from Annual<br/>Budget</u> | <u>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</u> |
|---|-----------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                             |                       |                                      |  |   |
| <b>Total revenues</b>                       | \$ -                  | \$ -                                 | \$ -   | -   |
| <b>EXPENDITURES</b>                         |                       |                                      |  |   |
| <b>Public safety</b>                        |                       |                                      |  |   |
| Vehicle                                     | -                     | 69,000                               | (69,000)                                       | 0%  |
| <b>Public works</b>                         |                       |                                      |  |   |
| Lightpole replacement                       | -                     | 12,000                               | (12,000)                                       | 0%  |
| Platte Canyon Sidewalk - Village to Fairway | 760                   | 482,812                              | (482,052)                                      | 0%  |
| Platte Canyon/Coal Mine right turn lane     | -                     | 280,000                              | (280,000)                                      | 0%  |
| Road improvements                           | -                     | 2,059,886                            | (2,059,886)                                    | 0%  |
| Trails                                      | -                     | 30,000                               | (30,000)                                       | 0%  |
| <b>Total expenditures</b>                   | <u>760</u>            | <u>2,933,698</u>                     | <u>(2,932,938)</u>                             | <u>0%</u>   |
| <b>EXCESS OF EXPENDITURES OVER REVENUES</b> |                       |                                      |  |   |
|   | <u>(760)</u>          | <u>(2,933,698)</u>                   | <u>2,932,938</u>                               | <u>0%</u>   |
| <b>OTHER FINANCING SOURCES</b>              |                       |                                      |  |   |
| Transfer from general                       | <u>330,000</u>        | <u>250,000</u>                       | <u>80,000</u>                                  | <u>132%</u>   |
| <b>Total other financing sources</b>        | <u>330,000</u>        | <u>250,000</u>                       | <u>80,000</u>                                  | <u>132%</u>   |
| <b>NET CHANGE IN FUND BALANCE</b>           | 329,240               | <u>\$ (2,683,698)</u>                | <u>\$ 3,012,938</u>                            |   |
| <b>BEGINNING FUND BALANCE</b>               | <u>5,268,559</u>      |                                      |  |   |
| <b>ENDING FUND BALANCE</b>                  | <u>\$ 5,597,799</u>   |                                      |  |   |

**TOWN OF COLUMBINE VALLEY  
 CONSERVATION TRUST  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
 BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
 FOR THE THREE MONTHS ENDED MARCH 31, 2024  
 Unaudited**

|                                      | <u>YTD<br/>Actual</u> | <u>Adopted<br/>Annual<br/>Budget</u> | <u>YTD Variance<br/>from Annual<br/>Budget</u> | <u>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</u> |
|--------------------------------------|-----------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                      |                       |                                      |  |   |
| Conservation Trust Fund entitlement  | \$ 2,855              | \$ 8,700                             | \$ (5,845)                                     | 33%   |
| CTF interest                         | 485                   | 1,300                                | (815)  | 37%   |
| <b>Total revenues</b>                | <u>3,340</u>          | <u>10,000</u>                        | <u>(6,660)</u>                                 | <u>33%</u>  |
| <b>EXPENDITURES</b>                  |                       |                                      |  |   |
| Conservation trust fund expenditures | -                     | 6,000                                | (6,000)  | 0%  |
| <b>Total expenditures</b>            | <u>-</u>              | <u>6,000</u>                         | <u>(6,000)</u>                                 | <u>0%</u>   |
| <b>NET CHANGE IN FUND BALANCE</b>    | 3,340                 | <u>\$ 4,000</u>                      | <u>\$ (660)</u>                                |   |
| <b>BEGINNING FUND BALANCE</b>        | <u>29,893</u>         |                                      |  |   |
| <b>ENDING FUND BALANCE</b>           | <u>\$ 33,233</u>      |                                      |  |   |

**TOWN OF COLUMBINE VALLEY  
ARAPAHOE COUNTY OPEN SPACE FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
FOR THE THREE MONTHS ENDED MARCH 31, 2024  
Unaudited**

|                                     | <u>YTD<br/>Actual</u> | <u>Adopted<br/>Annual<br/>Budget</u> | <u>YTD Variance<br/>from Annual<br/>Budget</u> | <u>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</u> |
|-------------------------------------|-----------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                     |                       |                                      |  |   |
| Arapahoe County open space revenues | \$ -                  | \$ 57,900                            | \$ (57,900)                                    | 0%  |
| ACOP interest                       | 8,373                 | 27,000                               | (18,627)                                       | 31%   |
| <b>Total revenues</b>               | <u>8,373</u>          | <u>84,900</u>                        | <u>(76,527)</u>                                | <u>10%</u>  |
| <b>EXPENDITURES</b>                 |                       |                                      |  |   |
| <b>Total expenditures</b>           | <u>-</u>              | <u>-</u>                             | <u>-</u>                                       | <u>-</u>  |
| <b>NET CHANGE IN FUND BALANCE</b>   | 8,373                 | <u>\$ 84,900</u>                     | <u>\$ (76,527)</u>                             |   |
| <b>BEGINNING FUND BALANCE</b>       | <u>613,459</u>        |                                      |  |   |
| <b>ENDING FUND BALANCE</b>          | <u>\$ 621,832</u>     |                                      |  |   |



**TOWN OF COLUMBINE VALLEY  
WILD PLUM IMPACT FEES  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
FOR THE THREE MONTHS ENDED MARCH 31, 2024  
Unaudited**

|                                   | <u>YTD<br/>Actual</u>      | <u>Adopted<br/>Annual<br/>Budget</u> | <u>YTD Variance<br/>from Annual<br/>Budget</u> | <u>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</u> |
|-----------------------------------|----------------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                   |                            |                                      |  |   |
| Interest                          | \$ 17,258                  | \$ 60,000                            | \$ (42,742)                                    | 29%   |
| <b>Total revenues</b>             | <u>17,258</u>              | <u>60,000</u>                        | <u>(42,742)</u>                                | <u>29%</u>  |
| <b>EXPENDITURES</b>               |                            |                                      |  |   |
| <b>Total expenditures</b>         | <u>-</u>                   | <u>-</u>                             | <u>-</u>                                       | <u>-</u>  |
| <b>NET CHANGE IN FUND BALANCE</b> | 17,258                     | <u>\$ 60,000</u>                     | <u>\$ (42,742)</u>                             |   |
| <b>BEGINNING FUND BALANCE</b>     | <u>1,264,399</u>           |                                      |  |   |
| <b>ENDING FUND BALANCE</b>        | <u><u>\$ 1,281,657</u></u> |                                      |  |   |

**TOWN OF COLUMBINE VALLEY  
TRANSPORTATION FEES  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
FOR THE THREE MONTHS ENDED MARCH 31, 2024  
Unaudited**

|                                   | <u>YTD<br/>Actual</u> | <u>Adopted<br/>Annual<br/>Budget</u> | <u>YTD Variance<br/>from Annual<br/>Budget</u> | <u>Percent of<br/>Annual<br/>Budget<br/>(25% YTD)</u> |
|-----------------------------------|-----------------------|--------------------------------------|--|---|
| <b>REVENUES</b>                   |                       |                                      |  |   |
| Transportation fees               | \$ 34,519             | \$ 100,000                           | \$ (65,481)                                    | 35%   |
| <b>Total revenues</b>             | <u>34,519</u>         | <u>100,000</u>                       | <u>(65,481)</u>                                | <u>35%</u>  |
| <b>EXPENDITURES</b>               |                       |                                      |  |   |
| <b>Total expenditures</b>         | <u>-</u>              | <u>-</u>                             | <u>-</u>                                       | <u>-</u>  |
| <b>NET CHANGE IN FUND BALANCE</b> | 34,519                | <u>\$ 100,000</u>                    | <u>\$ (65,481)</u>                             |   |
| <b>BEGINNING FUND BALANCE</b>     | <u>273,189</u>        |                                      |  |   |
| <b>ENDING FUND BALANCE</b>        | <u>\$ 307,708</u>     |                                      |  |   |

*celebrating*  
**VOLUNTEER  
RECOGNITION DAY**

**THURSDAY, APRIL 20**



**THANK-YOU VOLUNTEERS**

## **Town Administrator's Report**

*April 2024*



Town of Columbine Valley  
2 Middlefield Road  
Columbine Valley, CO 80123

Tel: 303-795-1434  
Fax: 303-795-7325  
[jdmccrumb@columbinevalley.org](mailto:jdmccrumb@columbinevalley.org)



## Town Administration

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**Floodplain Meeting.** Staff offered a “Town Hall” meeting for residents who received a letter regarding changes to the floodplain impacting their homes caused by the projects planned at Reynolds Landing. The letters were generated by the State of Colorado/FEMA and sent by the City of Littleton and Town of Columbine Valley. At the meeting, homeowners were able to ask questions and gain a better understanding of the project and nature of the letters they received.

**Summer Fun.** Plans are in high gear for the Summer Concerts in the Park and 4<sup>th</sup> of July Parade & Festival. Three bands have been confirmed and food truck confirmations are underway. This year,

for two of the concerts we will host two food trucks to keep lines down. Additionally, vendors for the 4<sup>th</sup> of July are almost all confirmed. This year, we are again partnering with the Country Club to host a 5K fun run.

**Onboarding.** Staff has started updating orientation materials and onboarding new Trustees, Board of Adjustments members, and Planning Commission members.

**HOA Building Access.** In the next few months, Staff will be updating the HOA Building Access policy and rolling that out to HOA Presidents who have keys and codes to Town Hall. Staff has plans to continue these updates on an annual basis.

## Town Website Statistics

### March 2024

**Sessions:** 2,683

**Page Views:** 4,088

### Top Pages:

Calendar

Police Department

Building Department

Municipal Court

HOAs

# Building Department

## Monthly Stats

11 Permits Issued

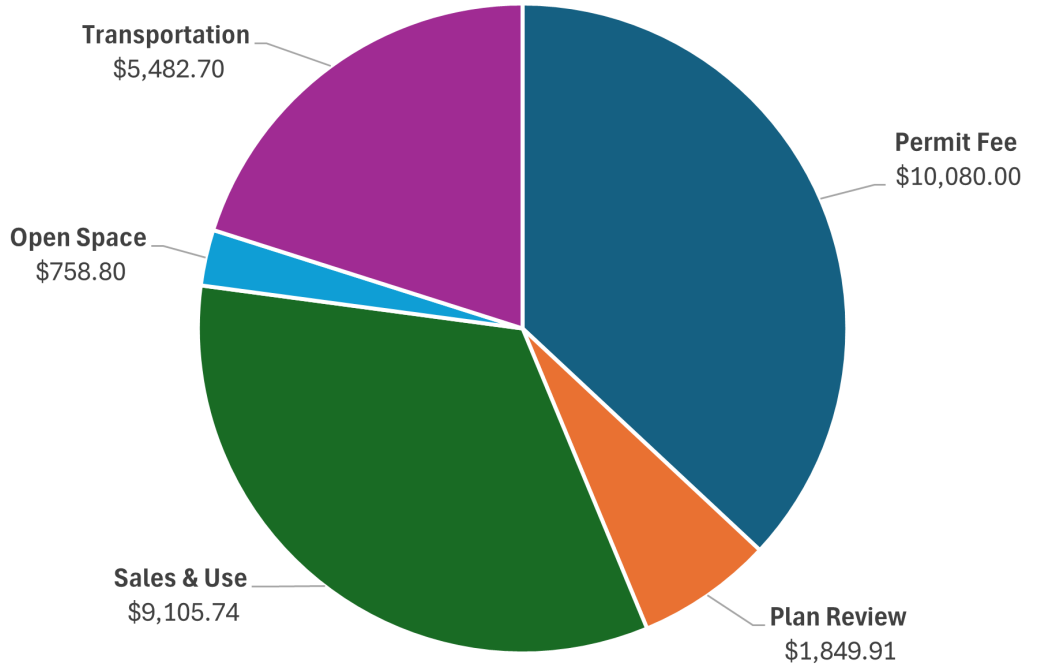
- New SFR: 0
- Major Remodel: 0
- Roofs/Solar: 6
- Basement: 1
- Miscellaneous: 4

37 Inspections

5 Licenses Issued

- General: 3
- Electrical: 1
- Plumbing: 0
- Roofing: 1
- Mechanical: 0

## March Revenue: \$27,277.15



## Building Department Revenue by Month

|                  | <u>2023</u> | <u>2023 YTD</u> | <u>2024</u>        | <u>2024 YTD</u>     |
|------------------|-------------|-----------------|--------------------|---------------------|
| <b>January</b>   | \$78,588.73 | \$78,588.73     | \$112,396.11       | \$112,396.11        |
| <b>February</b>  | \$25,246.21 | \$103,834.94    | \$39,587.44        | \$151,983.55        |
| <b>March</b>     | \$68,651.16 | \$172,486.10    | <b>\$27,277.15</b> | <b>\$179,260.70</b> |
| <b>April</b>     | \$21,506.86 | \$193,992.96    |                    |                     |
| <b>May</b>       | \$22,900.20 | \$216,893.16    |                    |                     |
| <b>June</b>      | \$9,544.02  | \$226,437.18    |                    |                     |
| <b>July</b>      | \$7,497.76  | \$233,934.94    |                    |                     |
| <b>August</b>    | \$47,845.29 | \$281,780.23    |                    |                     |
| <b>September</b> | \$82,284.15 | \$364,064.38    |                    |                     |
| <b>October</b>   | \$38,659.32 | \$402,723.70    |                    |                     |
| <b>November</b>  | \$65,559.63 | \$468,283.33    |                    |                     |
| <b>December</b>  | \$29,431.49 | \$497,714.82    |                    |                     |





# Public Works Updates

---



## Fleet: Crane Mounted on F450

A half-ton capacity truck crane has been mounted to the F450 flatbed. This increases safety and efficiency as well as overall capability of the Public Works department. Every year, heavy items end up on the streets or in the right-of-way, and they need to be removed safely. Items found in the past include large animals, steel beams, large tree branches, and concrete light poles—all of which had to be drug through the town before Public Works could properly dispose of them. The crane will allow quick transfer to the flatbed, so items can be transported for disposal. Many routine tasks will go much quicker with the crane as well. The crane allows Staff to:

- Quickly lift the cast-iron stormwater inlet covers for cleaning.
- Pull out the concrete bases for damaged sign-post replacement.
- Easily place and retrieve the Town Event signs.
- Transport heavy equipment, such as the asphalt crack sealer.

## Street Repairs and Chipseal

Town-wide street repairs have been taking place in preparation for the spring chipseal. This includes filling potholes that opened during the winter. Crack sealing is currently taking place, with sections of damaged slurry seal also being repaired. Staff met with Metro Pavers to talk about cracking and punch list items from last year's mill and overlay. The cause of the cracking is currently being investigated, which will lead to a proposed repair from Metro Pavers.

## Update: Wild Plum Street Acceptance

The probationary acceptance punch list for Latigo has been sent to Lennar. The builder now has a complete list of all damaged areas of street and gutter pan in Wild Plum. Next steps include:

- Bids are being finalized, and work is expected to start in late spring.
- Damaged gutter pans will be saw-cut, removed, and repoured.
- Chipped sections of gutter pan will be ground and patched.
- Issues with the asphalt will either be infrared patched or cut out and repaved.

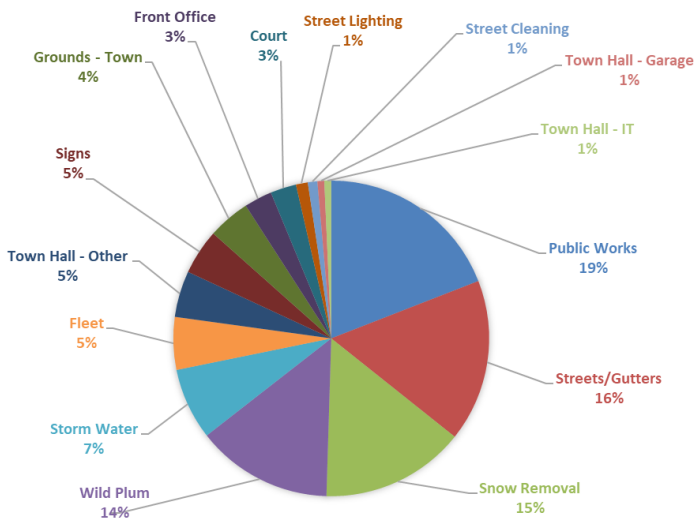
This final work is expected to be a large project that will take many weeks to complete. Once the work is complete, an additional walk through and punch list will be produced. At that point, the Town will begin the acceptance process for the streets in Wild Plum.

## Town Inventory

Staff is creating a new database off all Town assets to aid in the monitoring of items that are damaged or in need of maintenance.

- Public Works has already produced an inventory of street lights and storm inlets.
- Staff is currently working on an inventory of street signs and poles to track their condition and develop a maintenance program for them.

# Public Works Time Usage & Municipal Court Updates



## Fines Collected

|                 | <u>2023 YTD</u>    | <u>2024</u>       | <u>2024 YTD</u>   |
|-----------------|--------------------|-------------------|-------------------|
| January         | \$4,530.00         | \$2,438.25        | \$2,438.25        |
| February        | \$8,740.00         | \$2,869.74        | \$5,307.99        |
| March           | \$18,360.00        | <b>\$3,681.98</b> | <b>\$8,989.97</b> |
| April           | \$27,325.01        |                   |                   |
| May             | \$37,332.01        |                   |                   |
| June            | \$46,147.01        |                   |                   |
| July            | \$51,762.01        |                   |                   |
| August          | \$55,149.76        |                   |                   |
| September       | \$56,877.26        |                   |                   |
| October         | \$59,322.26        |                   |                   |
| November        | \$63,940.45        |                   |                   |
| <b>December</b> | <b>\$68,354.93</b> |                   |                   |

### February & March Numbers

|                   |       |
|-------------------|-------|
| Public Works      | 81.68 |
| Streets & Gutters | 71.23 |
| Snow Removal      | 63.25 |
| Wild Plum         | 59.8  |
| Stormwater        | 31.45 |
| Fleet             | 23.07 |
| Town Hall: Other  | 20.29 |
| Signs             | 19.92 |
| Grounds: Town     | 18.5  |
| Front Office      | 12.25 |
| Court             | 11.35 |
| Street Lighting   | 5.2   |
| Street Cleaning   | 4.18  |
| Town Hall: Garage | 2.25  |
| Town Hall: IT     | 0.75  |

### February & March Weather Report

|                        |        |
|------------------------|--------|
| Monthly High           | 67     |
| Monthly Low            | 11     |
| Inches of Rain         | 0"     |
| Inches of Snow         | 32.46" |
| Days of Snow Plowing   | 5      |
| Days of Salt Spreading | 2      |

## March Total Stats

|                         |    |
|-------------------------|----|
| Total on Docket         | 21 |
| Total Paid Before Court | 20 |
| Cases Heard by Judge    | 12 |
| Continuances            | 4  |
| Default Judgments       | 2  |
| Stays of Execution      | 5  |
| Classes Ordered         | 1  |
| Bench Warrants          | 1  |
| Trials                  | 1  |
| Collections             | 1  |



# ***Columbine Valley Police Department***

**Serving Bow Mar**  
 2 Middlefield Rd. Columbine Valley, Colorado 80123  
[www.columbinevalley.org](http://www.columbinevalley.org)  
 (303) 795-1434 Fax (303) 795-7325

## **Columbine Valley P.D. Monthly Report For April 2024**

|                     |        |
|---------------------|--------|
| Full Time Positions | 6 of 6 |
| Part Time Positions | 4 of 4 |
| Regular hours       | 1002   |
| OT hours worked     | 31     |
| Off Duty            | 0      |
| PTO                 | 56     |
|                     |        |

### **March 2024 Violations**

Charges For the Date Range 3/1/2024 Thru 3/31/2024

| <b>Qty</b> | <b>Charge</b>                                 |
|------------|---|
| 28         | 1101(2)(H) SPEEDING 10 - 19 MPH OVER:         |
| 8          | 703(3) FAIL TO STOP AT A STOP SIGN:           |
| 3          | 1101(1) SPEEDING EXCESS OF 30 MPH OVER LIMIT: |
| 1          | 1402(1) CARELESS DRIVING:                     |
| 1          | 603 TRAFFIC CONTROL DEVICE:                   |
| 0          |   |
| <b>41</b>  | <b>Total Number of Violations Issued</b>      |



# Monthly Case # Report

| Event Date             | Case Number  | Situation Reported          |
|------------------------|--------------|-----------------------------|
| 03/28/2024 10:15:53 PM | CV24-0000048 | DUI IP                      |
| 03/28/2024 03:03:55 PM | CV24-0000047 | TRAFFIC ARREST IP           |
| 03/28/2024 01:50:44 AM | CV24-0000046 | TRAFFIC STOP IP             |
| 03/24/2024 12:30:46 AM | CV24-0000045 | TRAFFIC STOP IP             |
| 03/22/2024 12:58:55 AM | CV24-0000044 | ELUDING IP                  |
| 03/21/2024 04:16:09 PM | CV24-0000043 | PROPERTY ACCIDENT IP        |
| 03/17/2024 09:14:50 AM | CV24-0000042 | RECOVERED STOLEN VEHICLE IP |
| 03/17/2024 08:59:32 AM | CV24-0000041 | TRAFFIC ARREST IP           |
| 03/16/2024 10:50:29 PM | CV24-0000040 | TRAFFIC ARREST IP           |
| 03/12/2024 10:40:50 PM | CV24-0000039 | TRAFFIC STOP IP             |
| 03/09/2024 10:57:47 AM | CV24-0000038 | PROPERTY ACCIDENT IP        |
| 03/06/2024 10:50:49 PM | CV24-0000037 | DUI IP                      |
| 03/05/2024 10:45:12 AM | CV24-0000036 | SUSPICIOUS VEHICLE IP       |
| 03/02/2024 10:48:56 PM | CV24-0000035 | DUI IP                      |
| 03/02/2024 12:00:02 PM | CV24-0000034 | INJURY ACCIDENT IP          |
| 03/02/2024 10:57:55 AM | CV24-0000033 | TRAFFIC STOP IP             |
| 03/02/2024 02:26:12 AM | CV24-0000032 | Theft from Motor Vehicle    |

# Problem Type Summary

10:52 AM 4/10/2024

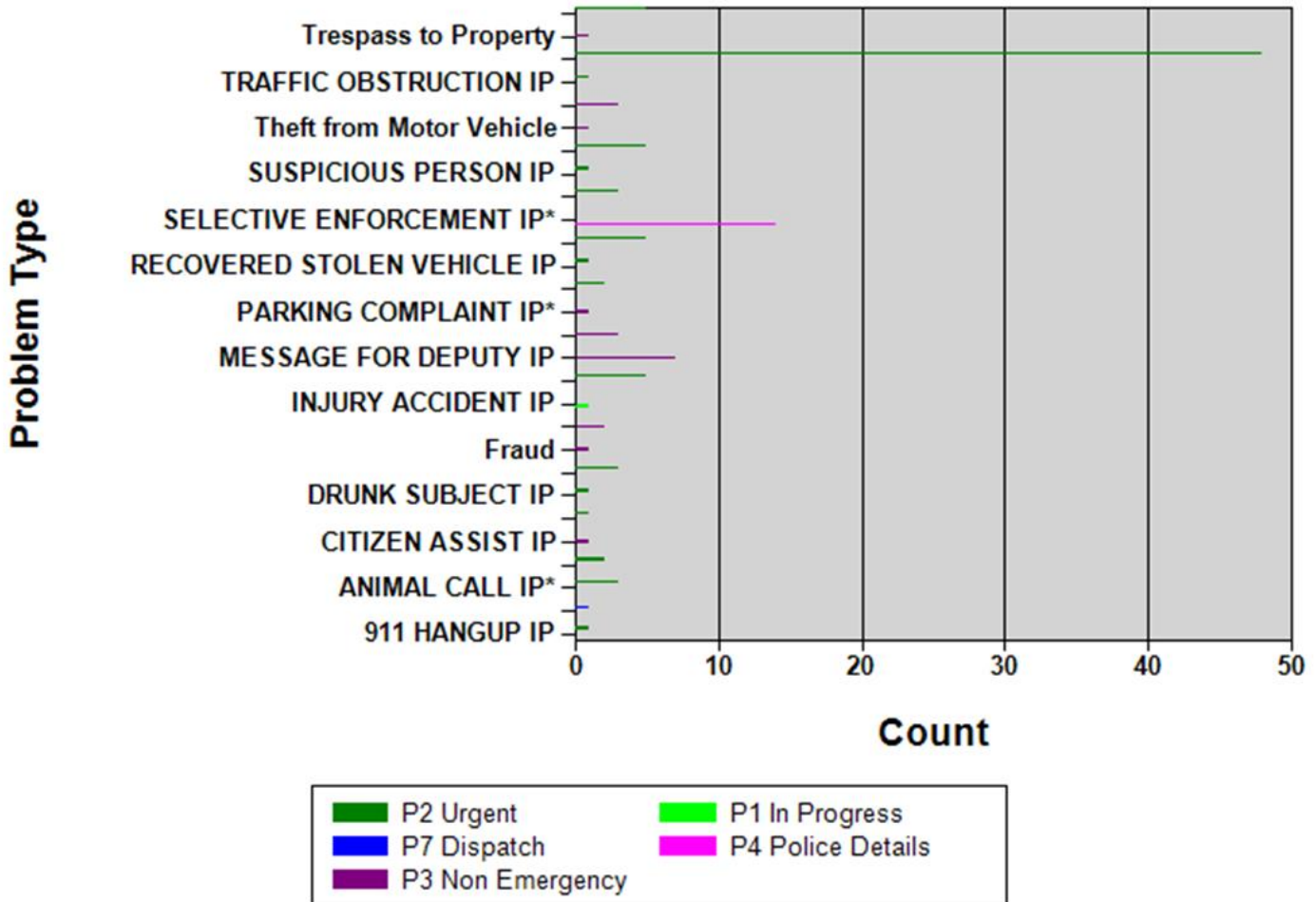
Data Source: Data Warehouse

**Agency:** ACSO

**Division:** Bow Mar, Bow Mar Inactive Personnel, Columbine Valley, Columbine Valley Inactive Pers

**Day Range:** Date From 3/1/2024 To 3/31/2024

**Exclusion:** Calls canceled before first unit assigned  
Calls canceled before first unit at scene







|                             |          |           |           |           |  |  |          |  |            |
|-----------------------------|----------|-----------|-----------|-----------|--|--|----------|--|------------|
| SELECTIVE ENFORCEMENT IP*   |          |           |           | <u>14</u> |  |  |          |  | <u>14</u>  |
| Sex Assault                 |          |           |           |           |  |  |          |  |            |
| SEX ASSAULT IP              |          |           |           |           |  |  |          |  |            |
| Sex Crime                   |          |           |           |           |  |  |          |  |            |
| SEX CRIME IP                |          |           |           |           |  |  |          |  |            |
| Shots Fired                 |          |           |           |           |  |  |          |  |            |
| SHOTS FIRED IP              |          |           |           |           |  |  |          |  |            |
| Suicide Attempt             |          |           |           |           |  |  |          |  |            |
| SUICIDE ATTEMPT IP          |          |           |           |           |  |  |          |  |            |
| SUICIDE COMPLETED IP        |          |           |           |           |  |  |          |  |            |
| SUICIDE THREAT IP           |          |           |           |           |  |  |          |  |            |
| SUSPICIOUS CIRCUMSTANCE IP  |          | <u>3</u>  |           |           |  |  |          |  | <u>3</u>   |
| SUSPICIOUS PERSON IP        |          | <u>1</u>  |           |           |  |  |          |  | <u>1</u>   |
| SUSPICIOUS VEHICLE IP       |          | <u>5</u>  |           |           |  |  |          |  | <u>5</u>   |
| Theft                       |          |           |           |           |  |  |          |  |            |
| Theft from Motor Vehicle    |          |           | <u>1</u>  |           |  |  |          |  | <u>1</u>   |
| THEFT FROM MOTOR VEHICLE IP |          |           |           |           |  |  |          |  |            |
| THEFT IP                    |          |           |           |           |  |  |          |  |            |
| TRAFFIC ARREST IP           |          |           | <u>3</u>  |           |  |  |          |  | <u>3</u>   |
| Traffic Complaint           |          |           |           |           |  |  |          |  |            |
| TRAFFIC COMPLAINT IP        |          |           |           |           |  |  |          |  |            |
| TRAFFIC OBSTRUCTION IP      |          | <u>1</u>  |           |           |  |  |          |  | <u>1</u>   |
| TRAFFIC STOP IP             |          | <u>48</u> |           |           |  |  |          |  | <u>48</u>  |
| TRANSPORT IP                |          |           |           |           |  |  |          |  |            |
| Trespass to Property        |          |           | <u>1</u>  |           |  |  |          |  | <u>1</u>   |
| TRESPASS TO PROPERTY IP     |          |           |           |           |  |  |          |  |            |
| Trespass to Vehicle         |          |           |           |           |  |  |          |  |            |
| TRESPASS TO VEHICLE IP      |          |           |           |           |  |  |          |  |            |
| UNKNOWN INJURY ACCIDENT IP  |          |           |           |           |  |  |          |  |            |
| UNLAWFUL ACTS IP            |          |           |           |           |  |  |          |  |            |
| UNWANTED SUBJECT IP         |          |           |           |           |  |  |          |  |            |
| VEHICLE LOCKOUT IP          |          |           |           |           |  |  |          |  |            |
| VIN VERIFICATION IP         |          |           |           |           |  |  |          |  |            |
| WARRANT ARREST IP           |          |           |           |           |  |  |          |  |            |
| WARRANT PICKUP IP           |          |           |           |           |  |  |          |  |            |
| Weapons Violation           |          |           |           |           |  |  |          |  |            |
| WEAPONS VIOLATION IP        |          |           |           |           |  |  |          |  |            |
| WELFARE CHECK IP            |          | <u>5</u>  |           |           |  |  |          |  | <u>5</u>   |
| ZZ-Animal Call              |          |           |           |           |  |  |          |  |            |
| ZZ-Suspicious Person        |          |           |           |           |  |  |          |  |            |
| ZZ-Suspicious Vehicle       |          |           |           |           |  |  |          |  |            |
| ZZ-Unwanted Subject         |          |           |           |           |  |  |          |  |            |
| ZZ-ZONING IP                |          |           |           |           |  |  |          |  |            |
| <b>Total</b>                | <u>1</u> | <u>87</u> | <u>20</u> | <u>14</u> |  |  | <u>1</u> |  | <u>123</u> |



**Request for Board of Trustee Action**

**Date:** April 16, 2024  
**Title:** Mayor Pro Tem and Commission Appointment  
**Presented By:** Bruce Menk, Mayor

**Background:** One Trustee is selected to serve as Mayor Pro Tem, and each member of the Columbine Valley Board of Trustees serves in one of six specific commissioner roles as a part of their responsibilities as elected officials.

On the previous Board of Trustees, the roles were filled as follows:

- Ed Icenogle, Public Works Commissioner;
- Mike Giesen, Finance Commissioner;
- Kathy Boyle, Community Affairs Commissioner;
- Al Timothy, Building Commissioner;
- Jim Tarpey, Planning Commissioner; and
- Bill Dotson, Public Safety Commissioner.

Trustee Boyle and Trustee Tarpey, whose terms have expired have been replaced on the Board by Trustee Huelskamp and Trustee McCain.

Per the Columbine Valley Municipal Code, upon the recommendation of the Mayor, the Board of Trustees may appoint individuals from within their ranks to serve as Mayor Pro Tem and in the various commissioner capacities.

**Recommended Motion:** “I move to approve the appointment of \_\_\_\_\_ to serve as Mayor Pro Tem.”

“I move to approve the appointments of:  
\_\_\_\_\_ to serve as Public Safety Commissioner;  
\_\_\_\_\_ to serve as Public Works Commissioner;  
\_\_\_\_\_ to serve as Finance Commissioner;  
\_\_\_\_\_ to serve as Planning Commissioner;  
\_\_\_\_\_ to serve as Building Commissioner;  
\_\_\_\_\_ to serve as Community Affairs Commissioner;.”



## **Request for Board of Trustee Action**

**Date:** April 16, 2024

**Title:** Town Official Appointments

**Presented By:** Bruce Menk, Mayor

**Background:** Per powers described in the Town’s adopted municipal code, the Board of Trustees appoints persons to positions of authority as described below.

Town Administrator. The Town Administrator shall be appointed by the mayor with the consent of the Board of Trustees. Section 2.12.010.

Town Clerk. The Board of Trustees at its regular meeting after each regular election shall appoint some qualified person as Town clerk. Section 2.16.010. Before entering upon the duties of office, the clerk shall take an oath of office. Section 2.16.020.

Town Marshal. At its first regular meeting following each biennial election, the Board of Trustees shall appoint a Town who shall be the head of the law enforcement department. Section 2.40.030

Building Inspector. At its first regular meeting following each biennial election, the Board of Trustees shall appoint a building inspector who shall make inspections and perform other duties as assigned by the Building Commissioner. Section 15.04.030

Town Treasurer. The Board of Trustees at its first regular meeting after each regular election shall appoint a qualified person as Town treasurer. Section 2.20.010. Before entering upon the duties of the office, the treasurer shall take an oath of office. Section 2.20.020.

Town Attorney. The Board of Trustees at its first regular meeting after each biennial election shall appoint some qualified attorney at law as the Town attorney. Section 2.24.010.

Town Judge. The Board of Trustees may appoint qualified individuals to serve as Municipal Judge and may appoint additional judges as needed to conduct the business of the court or to preside in the absence of the presiding judge. Judges are appointed to a term of not less than two years. Section 2.36.030

Municipal Court Clerk. The Municipal Court Clerk(s) is appointed by the presiding Municipal Judge. Section 2.36.140. Judge McCarty’s recommendations are reflected below.

The previous Board of Trustees made appointments as follows:

- Town Administrator: J.D. McCrumb
- Town Clerk: J.D. McCrumb
- Town Marshall: Bret Cottrell
- Building Inspector: Jim Thelen
- Town Treasurer: Bill Dotson
- Town Attorney: Lee Schiller

- Town Judge: Trisha McCarthy
- Court Clerks: Dana Struthers, Jeremy Hayden, J.D. McCrumb, and Gabriela Watts

**Recommended Motion:**

“I move to approve the appointments of:  
J.D. McCrumb to serve as Town Administrator  
J.D. McCrumb to serve as Town Clerk  
Bret Cottrell to serve as Town Marshall  
Jim Thelen to serve as Building Inspector  
Bill Dotson to serve as Town Treasurer  
Lee Schiller to serve as Town Attorney  
Trisha McCarthy to serve as Town Judge, and  
Dana Struthers, Jeremy Hayden, J.D. McCrumb, and Gabriela Watts  
to serve as Town Court Clerks.”





## **Request for Board of Trustee Action**

**Date:** April 16, 2024

**Title:** Town Hall Special Event Permit

**Presented By:** J.D. McCrumb, Town Administrator

**Prepared By:** J.D. McCrumb, Town Administrator

**Background:** The one-acre Town Hall complex includes the Town Hall administrative/police department building, a stand-alone garage used primarily for Public Works storage, a parking lot (no overnight parking without a permit, TB6-13), and the Columbine Park which entails the landscaped areas north of the main building (no overnight camping, TB8-19).

The Town hosts four events each year in Columbine Park and hosts approximately 75 Town, Bow Mar, and HOA business meetings each year inside Town Hall.

Recently, Town staff has received an increase in requests from residents to use the park and/or Town Hall for organized activities outside of the facilities' standard use. These are primarily events hosted by and for residents of the Town who need a venue larger than those available in their neighborhoods or personal residents.

Town staff does not currently have any apparatus to accept or deny these requests. As such, we are proposing the development of a Special Event Permit that will enable the use of Town facilities in a way that can be scheduled and controlled in size and scope.

**Attachments:** None.

**Staff Recommendations:** Staff is seeking direction from the Trustees.

**Recommended Motion:** None.