



AGENDA
for the Board of Trustees
of the Town of Palisade, Colorado
341 W 7th Street (Palisade Civic Center)

June 25, 2024

6:00 pm Regular Meeting

A live stream of the meeting may be viewed at:

<https://us06web.zoom.us/j/3320075780>

- I. **REGULAR MEETING CALLED TO ORDER AT 6:00 pm**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **AGENDA ADOPTION**
- V. **ANNOUNCEMENTS**
 - A. **PUBLIC COMMENT REMINDER:** All emails sent to the Town Clerk for public comment on a specific agenda item prior to the day packets are published will be included in the staff report. Emails received after the packets are posted will be forwarded to the Board of Trustees. Any member of the public who wishes to have a statement or email read into the Minutes is required to appear in person and make said statements to the Board directly.
 - B. **GET INVOLVED WITH OUR COMMUNITY! UPCOMING PUBLIC MEETINGS (Palisade Civic Center 341 W 7th Street):**
 - 1. **Planning Commission** – Tuesday, July 2, 2024, at 6:00 pm
 - 2. **Board of Trustees** – Tuesday, July 9, 2024, at 6:00 pm
 - 3. **Planning Commission** – Tuesday, July 16, 2024, at 6:00 pm
 - 4. **Tourism Advisory Board** – Thursday, July 18, 2024, at 11:00 am
 - C. **Town Office will be Closed on July 4, 2024,** in observance of Independence Day
 - D. **Celebrate Independence Day in Palisade!** Parade begins at 10:00 am in downtown Palisade, and family fun continues afterward in Veteran’s Memorial Park
- VI. **PRESENTATIONS**
 - A. **Police Department Swearing In**
 - B. **The River Corridor Initiative (RCI)** will present a multi-jurisdictional Resolution to the Board of Trustees for their consideration.
- VII. **TOWN MANAGER REPORT**
 - A. Wildland Fire Project

VIII. CONSENT AGENDA

The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or any Board Member may ask that an item be removed from the Consent Agenda for individual consideration.

A. Expenditures

- Approval of Bills from Various Town Funds – May 25, 2024 – June 18, 2024

B. Minutes

- Minutes from May 28, 2024, Regular Board of Trustees Meeting

IX. PUBLIC HEARING I

A. ORDINANCE 2024-02 Amending the Palisade Land Development Code

The Board of Trustees will consider Ordinance 2024-02 amending the Palisade Land Development Code to rename residential zoning districts and consolidate high-density properties into multifamily classification.

1. Board Discussion
2. Public Comment - *Please state your name and address, keep comments to the current agenda topic, and 3 minutes or less.*
3. Decision - Motion, Second, and Rollcall Vote to:
Approve, deny, or postpone (until July 9, 2024) approving Ordinance 2024-02 amending the Land Development Code.

X. NEW BUSINESS

A. Contract for Boat Ramp Engineering

The Board of Trustees will consider directing the Town Manager to enter into contract for the engineering of the boat ramp at Riverbend Park with JUB Engineers.

1. Staff Presentation
2. Board Discussion
3. Decision - Motion, Second, and Rollcall Vote to:

Approve, deny, or postpone (until July 9, 2024) directing the Town Manager to enter into contract for the engineering of the boat ramp at Riverbend Park with JUB Engineers.

B. Request to Waive 500' Distance Requirement

The Board of Trustees will consider a request to waive the 500-foot distance requirement between licensed liquor establishments and schools by TerraVin Cellars.

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision - Motion, Second, and Rollcall Vote to:

Approve, deny, or postpone (until July 9, 2024) waiving the 500 ft distance requirement between schools and liquor establishments.

C. Dump Truck Purchase

The Board of Trustees will consider directing the Town Manager to purchase a dump truck for the Public Works Department.

1. Staff Presentation
2. Board Discussion
3. Decision - Motion, Second, and Rollcall Vote to:

Approve, deny, or postpone (until July 9, 2024) directing the Town Manager to purchase a dump truck for the Public Works Department.

D. RESOLUTION 2024-14 Police Department Fee Schedule Update

The Board of Trustees will consider Resolution 2024-14, updating various fees for the Palisade Police Department.

1. Staff Presentation
2. Board Discussion
3. Decision - Motion, Second, and Rollcall Vote to:

Approve, deny, or postpone (until July 9, 2024) Resolution 2024-14 updating various fees for the Palisade Police Department as presented.

E. RESOLUTION 2024-15 – Special Event Security

The Board of Trustees will consider Resolution 2024-15 directing staff to be in charge of key events security arrangements and charge each event for associated fees.

1. Staff Presentation
2. Board Discussion
3. Decision - Motion, Second, and Rollcall Vote to:

Approve, deny, or postpone (until July 9, 2024) Resolution 2024-15 directing Town staff to be in charge of key events security arrangements and charge each event for associated fees.

XI. PUBLIC COMMENT

All those who wish to speak during public comment must sign up on the sheet provided outside the boardroom doors. Please keep comments to 3 MINUTES OR LESS and state your name and address. Neither the Board of Trustees nor staff will respond to comments at this time. The Board may direct staff to look into specific comments to bring back as an Agenda item at a future meeting; however, the Board reserves the right to clarify information from comments that are factually incorrect.

XII. COMMITTEE REPORTS

XIII. ADJOURNMENT

TAP Grant Sidewalks – 80% Grant – 20% Town \$1 million

- Project changed with roundabout and multi-use paths with this project
- TAP grant sidewalks now from Cresthaven to High School
- 100% designed & CDOT approved
- Land acquisition has started – need 3 property purchases – estimate 6 months
- Land acquisition estimated cost: \$81,000 - CDOT grant covers, however, any cost over this amount Town covers, possible 20%
- Construction Fall 2024

Multi-Modal Sidewalk Grant Award for Elberta – 80% CDOT - 20% Town \$2 million

- Town awarded \$2 million in grant funds from CDOT for multi-modal path
- Town match 20% at \$200,000
- Includes 2 bridges over canal
- RFQ for Design Engineering submitted to CDOT for approval
- Advertise RFQ Design/Engineering - October – November 2023
- CDOT approvals of Design – June - August 2025
- Construction Fall - Winter 2025

Fiber 50% DOLA Grant - 50% Town \$450,000

- CNL room complete
- Middle Mile fiber complete
- Last mile fiber through town 80% complete
- Fiber to town facilities complete
- CDOT permit to connect to I-70 complete
- Estimate light up fiber November

Troyer Sewer Lift Station 50% DOLA 50% Town \$346,645

- Engineering Complete – Pump Purchased
- Construction September 2023

Hydraulic Model Study 50% DOLA grant 50% Total \$50,000

- Project started – gathering data
- Complete June 2024
- Presentation to Board July 2024

Land Use Code Update DOLA Grant 50% Town 50% \$50,000

- Scheduled to begin November 2023
- Completion 4th quarter 2024

SIPA – Website Grant for ADA Compliance free than \$938.00 per year

- Statewide Internet Portal Authority – Colorado law requiring websites be ADA compliant by July 2024
- Grant with State to bring Town website into compliance – free first year, then yearly fee to maintain ADA compliance work on website

Pipes & Lateral Irrigation Fund & Infrastructure Town owned

- GIS mapping of infrastructure – investigative field work
- Investigation field work for customer list
- After mapping and customer list created work on rate structure and fund

2024 Department Projects:

1. Boat Ramp

- Terrace the bank next to the Boat Ramp
- Improve path to swim beach area
- Need engineer design & NEPA study for permit
- Approval with Army Corp Permit

2. Wildland Fire Division

- Staff has been successfully hired
- Proposals to send to other fires for reimbursement and equipment rental

3. Cameo Annexation

- Mapping & Attorney working with property owners



PALISADE BOARD OF TRUSTEES Staff Report

Meeting Date: June 25, 2024

Department: Police Department

Department Director: Jesse James Stanford, Chief of Police

Stats for May 2024:

- The month of May had 335 Calls for service, 15 more than last month, and 45 more than last year. We have seen a significant increase in calls for service over the past years this has been noticed and has increased the workload for officers within the department

Reports and Summons:

Case Reports 22
Supplement Reports 11

Arrests: 15 arrests

Traffic:

29 traffic citations were issued this month.

Training:

- Two Officers attended BATI a behavioral analysis aspect of interview and interrogation. This is a great course to help officers learn and grow with a common practice we use every day.
- One officer attended SFST instructor school, this is necessary to ensure we have all the instructors we need to complete annual in-service training as required by the Colorado POST board to keep our certifications.
- Once officer attended the supervisory institute, this is vital that we continue to build in new knowledge for our officers of today for leadership roles tomorrow.

Investigations:

- PPD investigations has been working diligently on multiple cases including the recent Arson/Homicide case as well as many other cases.

Significant Events:

- The agency also continues to grow and build a better foundation for operations with the talented staff we have. We are building policies and procedures to better handle and accommodate the needs of the town and agency.
- The arson case will be at the fore front of all our citizens' minds for some time, rest assured with our team we have been and will continue to work through this case for the coming months.

- We are beginning to see requests for records and body camera footage from incidents we are involved in.

Palisade Code Compliance Statistics Report: May 2024

May Issues:

- LDC Sec. 10.10 E Prohibited Signs: 3
 - PMC Sec. 7-92 Weeds: 3
 - PMC Sec. 8-4 Trailer on Street: 2
 - PMC Sec. 8-43(3), 8-46 Junked Vehicle: 3
 - PMC Sec. 11-4 Low branches: 3
 - Code Compliance Referral No Issue: 1
- Total May Issues: 19
Closed issues in May: 12
Open issues at end of May: 7
Issues Year to Date: 80

Message from Chief Jesse James Stanford:

The month of May 2024 brought some warmer weather and police officers continue to focus on proactive public safety services. Traffic enforcement has been up, and I am very pleased with the proactivity which helps reduce bad driving behavior. Officer Gilbert McVay and Officer Shawnie Higgins working night shift during the weekends have made several driving under the influence contacts and arrests. With warmer weather we see a riskier population of folks drinking and driving. I am very pleased with both officers keeping our streets safe from drunk drivers. The police department has several projects/programs we are looking into for 2025 to enhance our public safety services to our great community. We press on and embrace the motto of Community, Courage and Compassion.



PALISADE BOARD OF TRUSTEES

Staff Report

Meeting Date: June 25, 2024
Department: Fire Department
Department Director: Charles K. Balke, Fire Chief

Comments from the Fire Chief

Summertime is here. With that comes an increase in temperatures, dry weather and increased winds. All of which creates more Red Flag days. So far, we have had multiple brush fires of varying size throughout Mesa County. We have sent crews to assist and had a significant fire in the hills behind the Cameo Gas station. Crews continue to train on wildfire response and are preparing for what is shaping up to be a busy season.

Along with wildfire season we are also faced with the dangers of recreation in our area. This includes people spending time on the river and hiking in the mountains. We have been called to assist on a water-related incident at this point. Crews have been training on the use of throw bags while utilizing our PFD's (Personal Flotation Device).

Administrative Update

- The passage of Senate Bill 24-233 made changes to the residential assessment rates for property owners in Colorado. This effectively decreased the revenue collections with a projected impact to the non-school local governments in the amount of \$435.9 million. The legislation set aside \$10.3 million in attempts to offset the decrease in revenues. This will fall significantly short of the overall impacts. It is unlikely we will see any of the insinuated "backfill funding" from the state.
- Senate Bill 34-194 Concerning Special District's providing emergency services passed. This will allow special districts providing emergency services the same authorizations as other special districts to implement and collect fees to include levying a sales tax, impact fees and/or other fees not related to fighting fire within their boundaries.

Personnel Update

- We made offers to three candidates for the seasonal wildfire program. Two of the three accepted the offers and will start on June 24, 2024.
- Ryan Fairclough was promoted to Shift Lieutenant. He has over 15 years of fire service experience and has been filling the role as an interim. He also serves as the Training Officer for the department.
- Tyler Andrews has requested and been granted a leave of absence due to personal issues.
- Casey Burns has submitted his resignation due to accepting a part-time position with Lower Valley Fire at a hirer rate of pay.
- We hired one part-time member. Brian Bonar was a student in the recent CMU Fire Academy and comes to use with a couple years of experience from out of state.

Training Update

- Palisade Fire has taken the lead on forming a Countywide Fire Investigation group. This will aid in large scale fires throughout Mesa County and/or when an investigator is not available for other agencies.
- We hosted the Mesa County Training Officers Meeting.
- Ongoing shift training for wildfire response
- Ongoing shift training for swift water operations.

Apparatus/Equipment Update

- At the time of this report we are looking at a two week delivery time for the new brush truck. I have requested progress pictures but still waiting.

Miscellaneous

- Bluegrass Festival was very successful in the fact we only had a couple of minor medical situations with only one requiring transport.

Operations

For the month of May 2024, the Palisade Fire Department responded to 87 calls. This is a decrease of 5 calls compared to this time last year. For the 2024 year to date we received 379 calls for service which is a decrease 42 calls from 2023.

Monthly Call Breakdown

Call By Type

Call Type	Total
<i>Fire</i>	7
<i>Rescue & EMS</i>	67
<i>Hazardous Condition</i>	1
<i>Service/Good Intent</i>	10
<i>False Alarm & False Call</i>	2
<i>Special Incident</i>	0
TOTAL	87



PALISADE BOARD OF TRUSTEES

Meeting Date: June 25, 2024

Re: Consent Agenda

The Consent Agenda has been attached as a separate document for ease of reading.

Included in the consent agenda are:

A. Expenditures

- Approval of Bills from Various Town Funds – May 25, 2024 – June 18, 2024

B. Minutes

- Minutes from May 28, 2024, Regular Board of Trustees Meeting



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: June 25, 2024

Presented By: Devan Aziz, Community Development Director

Department: Community Development & Planning

Re: Ordinance 2024-02 - Text Amendment to the Land Development Code

SUBJECT:

Ordinance 2024-02 renaming Low and Medium Density Zoning & Remove High Density Residential

SUMMARY:

This Ordinance amends the Palisade Land Development Code by:

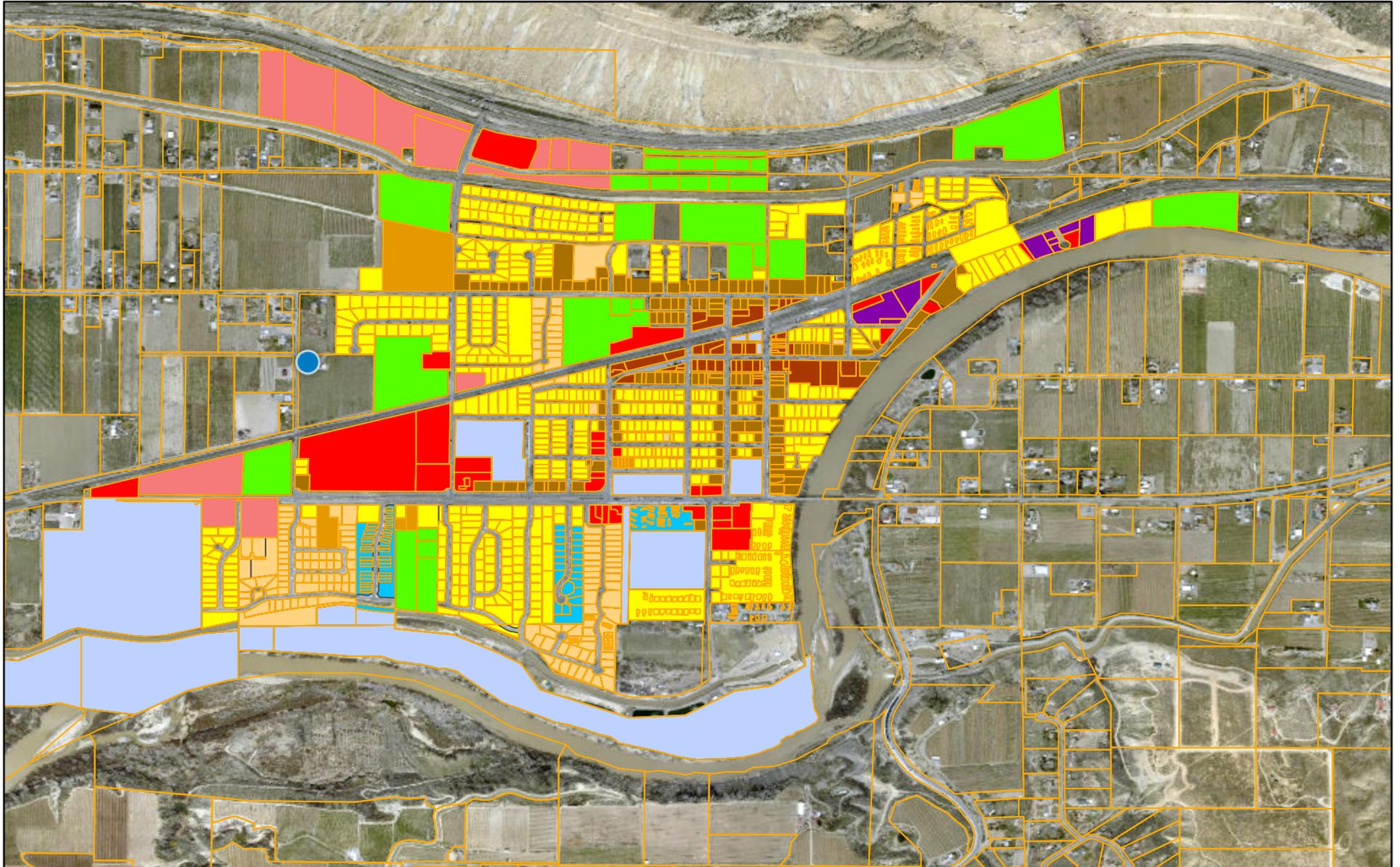
- Renaming "Low-Density Residential (LDR)" to "Single Family Residential (SFR)" for clarity.
- Renaming "Medium Density Residential (MDR)" to "Multifamily Residential (MFR)" for clarity.
- Consolidating all "High-Density Residential (HDR)" properties into the "Multifamily Residential (MFR)" classification to align with the 2022 Comprehensive Plan.

At the June 4, 2024, regular meeting of the Palisade Planning Commission, Commissioners voted unanimously to forward a recommendation of approval of the Ordinance as written to the Board of Trustees.

BOARD DIRECTION:

Approve Ordinance 2024-02 renaming Low and Medium Density Zoning & Remove High Density Residential

Current Zoning - Town of Palisade



6/21/2024, 2:54:14 PM

Parcels (County Data)

Zoning Overlay

PUD - Planned Unit Development

AFT - Agricultural, Forestry Transitional

LDR - Low Density Residential

MDR - Medium Density Residential

HDR - High Density Residential

MU - Mixed Use

TC - Town Center

CB - Commercial Business

HR - Hospitality Retail

CP - Community/Public

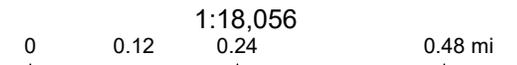
LI - Light Industrial

2022 Air Photo (County Data)

Red: Band_1

Green: Band_2

Blue: Band_3



1:18,056

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**TOWN OF PALISADE, COLORADO
ORDINANCE NO. 2024-02**

**AN ORDINANCE OF THE TOWN OF PALISADE, COLORADO
AMENDING THE LAND DEVELOPMENT CODE REGARDING
ESTABLISHED ZONING DISTRICTS AND LAND USES AND
AMENDING THE ZONING MAP OF THE TOWN**

WHEREAS, the Town of Palisade finalized an update to its Comprehensive Plan in 2022 that was adopted by the Palisade Planning Commission on February 7, 2023 and by the Board of Trustees on February 28, 2023; and

WHEREAS, pursuant to Section 31-23-305, C.R.S., the Board of Trustees may adopt, alter or amend zoning and regulations; and

WHEREAS, the Palisade Board of Trustees desires to amend the Land Development Code regarding established zoning districts and land uses to conform with the 2022 Comprehensive Plan; and

WHEREAS, to ensure a more streamlined and clear residential zoning code, it is deemed necessary to rename the Low Density Residential (LDR) district to Single Family Residential (SFR) for clarity; and

WHEREAS, to ensure a more streamlined and clear residential zoning code, it is deemed necessary to rename the Medium Density Residential (MDR) district to Multifamily Residential (MFR) for clarity; and

WHEREAS, to ensure alignment with the 2022 Comprehensive Plan it is deemed necessary to consolidate and rezone all High Density Residential (HDR) zoned properties into the proposed Multifamily Residential (MFR) classification; and

WHEREAS, the Town's Planning Commission has recommended to the Board of Trustees that the amendments to the Land Development Code contained in this Ordinance be adopted; and

WHEREAS, in accordance with Sections 3.02 and 4.01 of the Land Development Code, and Section 31-23-306, C.R.S., on June 4, 2024 a public hearing was held before the Planning Commission to consider a recommendation of an amendment of the Land Development Code to the Board of Trustees as set forth herein; and

WHEREAS, in accordance with Sections 3.02 and 4.01 of the Land Development Code, and Section 31-23-304, C.R.S., on June 11, 2024 a public hearing was held before the Board of Trustees to consider the amendment of the Land Development Code as set forth herein, following public notice as required by law; and

WHEREAS, the Board of Trustees finds and determines that the amendments to the Land

Development Code, as contained herein, are necessary and designed for the purpose of promoting the health, safety, convenience, order, prosperity and welfare of the present and future inhabitants of the Town of Palisade and are consistent with the Town’s Comprehensive Plan and the Town’s other goals, policies and plans.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Land Development Code Section 5.02 Table 5.1, Section 5.03 B Table 5.3, Section 5.03 C Table 5.4, 5.03 D Table 5.5, 5.03 E Table 5.6, is hereby amended **with new additions underlined and deletions in ~~strikethrough~~** as follows:

Section 5.02 Established Zoning Districts

Table 5.1: Zoning Districts

Residential Districts

AFT	Agriculture, Forestry Transitional
LDR	Low Density
SFR	Residential Single Family
MDR	Residential Medium Density
MFR	Residential Multifamily
HDR	Residential High Density
MU	Mixed Use

Nonresidential Districts

TC	Town Center
CB	Commercial Business
LI	Light Industrial
HR	Hospitality Retail
CP	Community/Public

Special Purpose District

PD	Planned Development
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Section 5.03 Residential Districts

B. ~~Low Density Residential (LDR)~~ Single Family Residential (SFR)

Established to provide for orderly suburban residential development and redevelopment. Intended to maintain and protect residential areas at low ~~to moderate~~ densities, characterized predominantly by single-family detached units. The regulations for this district protect existing neighborhoods from undesirable uses and residential conversions. The ~~LDR~~ SFR district is intended to implement and correspond in part to the Comprehensive Plan's "Low Density Residential" land use designation.

Table 5.3: ~~LDR~~ SFR District Standards

Use	Single-family	Alley-loaded	Nonresidential Development ⁽¹⁾
Density (maximum)			
Density		4.5 dwelling unit per acre	N/A
Lot Requirements (minimum)			
Lot area (square feet)	7,500	7,500	9,000
Lot width (feet)	65	65	60
Setback Requirements (minimum)⁽²⁾			
Street yard (feet)	20	15	25
Side yard – interior (feet)	10	10	10
Side yard – street (feet)	10	10	20
Rear yard (feet)	20	20	20
Building Requirements (maximum)			
Height (feet)	35	35	35
Impervious surface	45%	55%	45%

Section 5.03 Residential Districts

C. ~~Medium Density Residential (MDR)~~ Multifamily Residential (MFR)

Established to ~~maintain and protect~~ promote residential areas of higher density ~~which include a~~ with a wide variety of ~~small lot~~ residential development options. The ~~MDR~~ MFR district allows moderate to high residential density development. Proximity to public parks, multi-modal transportation, and commerce open space is an asset for ~~MDR~~ MFR district development. The ~~MDR~~ MFR district is intended to implement and correspond in part to the Comprehensive Plan's "~~Medium Density Residential~~ Future Land Use Needs" ~~land-use designation~~ .

Table 5.4: ~~MDR~~ MFR District Standards

Use	Single-family	Alley-loaded	Zero lot line	Two-family	Town-house	<u>Multi-family</u>	Nonresidential Development ⁽¹⁾
Density (maximum)							
Density			7 dwelling unit per acre		N/A		
Lot Requirements (minimum)							
Lot area (square feet)	3,500	3,500	3,500	7,000	2,000	<u>11,000</u>	6,000
Lot width (feet)	55	55	45	80	25	<u>110</u>	60
Setback Requirements (minimum)⁽²⁾							
Street yard (feet)	20	15	15	15	15	<u>15</u>	20
Side yard – interior (feet)	10	10	0	10	10	<u>15</u>	10
Side yard – separation (feet) ⁽³⁾	N/A	N/A	10	N/A	N/A	<u>N/A</u>	N/A
Side yard – street (feet)	10	10	10	15	15	<u>15</u>	20
Rear yard (feet)	20	20	20	20	20	<u>20</u>	20
Building Requirements (maximum)							
Height (feet)	35	35	35	35	35	<u>35</u>	35
Impervious surface	55%	55%	55%	55%	80%	<u>75%</u>	60%

Section 5.03 Residential Districts

D. High Density Residential (HDR)

Established to provide orderly high density residential development and redevelopment. Intended to protect, preserve and enhance existing residential areas of higher density which include multifamily dwellings mixed with other housing types. Proximity to public parks and open space is an asset for HDR district. The HDR district is appropriate for use as a transitional district between low density residential districts and MU, TC and CB districts.

The HDR district is intended to implement and correspond in part to the Comprehensive Plan's "High Density Residential" land use designation.

Table 5.5: HDR District Standards

Use	Single-family	Alley-loaded	Zero-lot-line	Two-family	Town-house	Multi-family	Nonresidential Development ⁽¹⁾
Density (maximum)							
Density			11 dwelling unit per acre		N/A		
Lot Requirements (minimum)							
Lot area (square feet)	3,500	3,500	3,500	7,000	2,000	11,000	6,000
Lot width (feet)	65	65	40	80	25	110	60
Setback Requirements (minimum)⁽²⁾							
Street yard (feet)	20	15	15	15	15	15	20
Side yard interior (feet)	5	5	0	5	10	15	10
Side yard separation (feet) ⁽³⁾	N/A	N/A	10	N/A	N/A	N/A	N/A
Side yard street (feet)	15	15	15	15	15	15	20
Rear yard (feet)	15	15	15	15	20	20	20
Building Requirements (maximum)							
Height (feet)	35	35	35	35	35	35	35
Impervious surface	55%	55%	55%	55%	80%	75%	60%

Section 5.03 Residential Districts

E. Mixed Use (MU)

Established to facilitate adaptive re-use and preservation of older residential structures and compatible new nonresidential development. ~~The MU district is primarily a residential district, only modest-scale nonresidential uses are allowed.~~ By introducing compatible commercial uses within the residential district, the MU zone achieves a form of density without sacrificing the core residential character, maintaining a human-scaled, comfortable environment. Nonresidential uses are encouraged to occupy existing residential structures without changing the character of such structures and to emphasize pedestrian rather than vehicular access. The MU district may be used as a transitional district between residential and nonresidential districts. The MU district is intended to implement and correspond in part to the Comprehensive Plan's "Residential Mixed Use" land use designation.

Table 5.6: MU District Standards

Use	Allowed uses	Single-family	Alley-loaded	Zero lot line	Two-family	Town-house	<u>Multi-family</u>	Nonresidential Development ⁽¹⁾
Density (maximum)								
Density				7 dwelling unit per acre		N/A		
Lot Requirements (minimum)								
Lot area (square feet)	3,500	3,500	3,500	7,000	2,000	<u>11,000</u>	5,000	
Lot width (feet)	55	55	45	80	25	<u>110</u>	50	
Setback Requirements (minimum)⁽²⁾								
Street yard (minimum feet)	20	15	15	15	15	<u>15</u>	25	
Street yard (maximum feet)	N/A	N/A	N/A	N/A	N/A	<u>N/A</u>	30	
Side yard – interior (feet)	10	10	0	10	10	<u>15</u>	10	
Side yard – separation (feet) ⁽³⁾	N/A	N/A	10	N/A	N/A	<u>N/A</u>	N/A	
Side yard – street (feet)	10	10	10	15	15	<u>15</u>	10	
Rear yard (feet)	20	20	20	20	20	<u>20</u>	20	
Building Requirements (maximum)								
Height (feet)	35	35	35	35	35	<u>35</u>	35	
Impervious surface	55%	55%	55%	55%	80%	<u>75%</u>	75%	

Table 6.1 Use Table												
Specific Uses Categories	Use Group	A F T	LDR SFR	MDR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Public and Civic Uses												
Airport, heliport									P		P	
Child care center					€	C	C	P		P	P	Section 7.02A
Civic club						P	P	P	P	P	P	
Hospital						C	C	P	P		C	
Museum, library		C		C	P	P	P	P	P	P	P	
Park, open area	Tot lot and playgrounds; mini-parks; plazas; squares; greens; neighborhood parks; botanical gardens; nature preserves and recreation trails; areas suitable for concerts, festivals, and special events or any similar use.	P	P	P	P	P	P	P	P	P	P	
Place of worship		P	P	P	P	P	P	P	P	P	P	
Public facility		C					P	P	P	C	P	
School (public or private)							P	P			P	Section 7.02B
Technical, trade, business school						P	P	P	P		P	
Utility, minor*	Pump stations, telephone exchanges, lift stations, electric substation or any similar use.	P	P	P	P	P	P	P	P	P	P	
Utility, major*	Water or wastewater treatment plant, water tower, electrical generation plant, wireless telecommunications or transmission facility or any similar use.	C									C	

Table 6.1 Use Table												
Specific Uses Categories	Use Group	A F T	LDR SFR	MDR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Commercial Uses												
Agriculture, limited*	Orchard, vineyard, row and field crops, floriculture, pasturage, viticulture, tree or sod farm, silviculture; packing house for fruits or vegetables, produce stand; processing of fruits or vegetables or any similar use.	P								P		Section 7.03B
Amusement center, indoor							P	P	P	P		
Bed and breakfast		P	C	P	P	P	P	P		P		Section 7.03C
Brewpub							P	P	P	P		Section 7.03D
Club, private					C	P	P	P				
Distillery							C	P	P			Section 7.03D
Funeral home								P	P			
Gas station with convenience retail							P	P	P	P		Section 7.03E
Hemp growing establishment		P							P			Section 7.03F
Hemp processing establishment		P							P			Section 7.03G
Hotel, motel							P	P	P	P		
Indoor recreation*	Amusement or recreational activities carried on wholly within a building, including dance hall, theater, health club or any similar use.					C	P	P	P			

Table 6.1 Use Table												
Specific Uses Categories	Use Group	AF T	LDR SFR	ADR MFR	HDR	M U	TC	C B	LI	HR	CP	Specific Use Standards
Kennels		C										Section 7.03H
Lumberyard, wholesale								C	P			
Medical marijuana center							C	C	C			
Medical marijuana infused products manufacturer center							C	C	C			
Medical marijuana optional premises cultivation operation							C	C	C			Section 7.03L
Microbrewery							C	P	P	P		Section 7.03D
Newspaper publisher						P	P	P	P			
Office, general*	Advertising office; bank; business management consulting; data processing; financial business such as lender, investment or brokerage house; collection agency; real estate or insurance agent; professional service such as lawyer, accountant, bookkeeper, engineer, contractor or architect; sales office, travel agency or any similar use.				C	P	P	P	P			

Specific Uses Categories	Use Group	AF T	LDR SFR	ADR MFR	HDR	M U	TC	C B	LI	HR	CP	Specific Use Standards
Office, medical*	Doctor, dentist, psychiatrist, physician's assistant, nurse practitioner or similar medical use.					P	P	P	P			
Outdoor recreation*	Any recreational facility where activity takes place primarily outdoors, including RV parks and campgrounds, miniature golf courses, <i>motocross tracks</i> , batting cages, swimming pool, driving range or any similar use.	C					C	C	P			
Outdoor storage, general									P			Section 7.03I

Table 6.1 Use Table												
Specific Uses Categories	Use Group	A F T	LDR SFR	MDR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Radio or television studio						P	P	P	P			Section 7.03I
Recreational club or lodge, private							C	P				Section 7.03J
Restaurant		C			E	P	P	P	P	P		
Restaurant, drive through									P	P		
Retail, general*	Antiques; art supplies; bicycles; building supplies; cameras; carpet and floor coverings; crafts; clothing; computers; dry goods; electronic equipment; fabric; furniture; garden supplies; hardware; household products; jewelry; medical supplies; musical instruments; music; pets; pet supplies; printed materials; sporting goods auto parts (no service repair); plant nursery; plant nursery with landscape supply or any similar use.					C	P	P		P	C	
Retail marijuana cultivation facility, contiguous		C					C	C	C	C		Section 7.03M
Retail Marijuana Cultivation Facility, Noncontiguous		C					C	C	C	C		Section 7.03M

Specific Uses Categories	Use Group	A F T	LDR SFR	ADR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Retail Marijuana Products Manufacturer		C					C	P	P	P		Section 7.03M
Retail Marijuana Testing Facility							C	P	P	P		Section 7.03M
Retail Marijuana Store							C	C	C	C		Section 7.03M
Retail, neighborhood*	Selling, leasing or renting of the following goods: books; health and beauty products; photo finishing; crafts; flowers; gifts or souvenirs; groceries; plants; picture frames; produce; stationery; tobacco; videos or any similar use. Also includes preparation and sale of baked goods, coffee, ice cream, fountain drinks, confections and similar products whose preparation does not require installation of an exhaust hood.			C	C	P	P	P		P	C	
Self-storage facility								C	P			

Table 6.1 Use Table												
Specific Uses Categories	Use Group	A F T	LDR SFR	MDR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Service, general*	Personal services that include: animal grooming; dance, martial arts, photographic, music studio or classroom; photocopy, blueprint, quicksign service; tattoo parlor; security service; catering service or any similar use. General services shall also include the following repair services: bicycles; mopeds; canvas products; clocks; computers; jewelry; musical instruments; office equipment; radios; shoes; televisions; furniture; watches or any similar use. Also includes a tailor, milliner, upholsterer or locksmith							P	P			
Service, neighborhood*	Personal care services such as hair, nail, tanning, massage therapy or any similar use.				€	P	P	P		P		
Sexually oriented business									C			
Tasting room		P			€	P	P	P	P	P		
Tattoo parlor							P	P	P			

Specific Uses Categories	Use Group	A F T	LDR SFR	ADR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Vehicle sales*	A facility involved in providing direct sales, renting or leasing of motor vehicles, light and medium trucks, tractor trailers, recreational vehicles, earthmoving equipment; construction equipment; farming equipment; and other consumer motor vehicles such as motorcycles and boats or any similar use.							P	P			
Vehicle service, heavy*	Repair services or auto body work to tractor trailers, recreational vehicles, earthmoving equipment; construction equipment; farming equipment or any similar use.	C						C	P			
Vehicle service, passenger	Service to passenger vehicles and other small consumer vehicles such as: alignment shop; quick lubrication facilities; brake service, battery sales and installation; outdoor car wash; auto detailing, tire sales and mounting or any similar use.	C					C	P	P			

Specific Uses Categories	Use Group	A F T	LDR SFR	ADR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Veterinarian, animal hospital		C					C	C	C			Section 7.03K
Warehouse/ freight movement*	Bulk storage, including nonflammable liquids, feed and grain storage; cold storage plants, including frozen food lockers; household moving and general freight storage; separate warehouse used by retail store such as furniture or appliance store; bus barn; parcel services, mail order facility; transfer and storage business where there are no individual storage areas or where employees are the primary movers of the goods to be stored or transferred or any similar use.							P	P			
Wholesale storage and/or sales							C	P	P			
Winery		P					C	P	P	P		Section 7.03D

Table 6.1 Use Table													
Specific Uses Categories	Use Group	A F T	LDR SFR	MDR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards	
Industrial Uses													
Crematorium									C	C			
Main line railroad facilities, shed, yards							P	P					
Manufacturing, general*	Bulk mailing service; clothing or textile manufacturing; manufacture or assembly of equipment, instruments (including musical instruments), appliances, precision items and electrical items, printing, publishing and lithography; production of artwork and toys; sign-making; building maintenance service; exterminator; movie production facility; laundry or dry cleaning plant; photo-finishing laboratory; repair of scientific or professional instruments and electric motors; sheet metal; welding, machine, tool repair shop or studio; woodworking, including cabinet makers and furniture manufacturing or any similar use.								P				

Specific Uses Categories	Use Group	A F T	LDR SFR	ADR MFR	HDR	M U	TC	C B	LI	HR	C P	Specific Use Standards
Research & development*	Laboratories, offices and other facilities used for research and development by or for any individual, organization or concern, whether public or private; prototype production facilities that manufacture a limited amount of a product in order to fully investigate the merits of such a product; pilot plants used to test manufacturing processes planned for use in production elsewhere; production facilities and operations with a high degree of scientific input; facilities and operations in which the input of science, technology, research and other forms of concepts or ideas constitute a major element of the value added by manufacture per unit of product or any similar use.								C			
Waste service*	Animal waste processing; landfill, incinerator; manufacture and production of goods from composting organic material; outdoor recycle processing center; outdoor storage of								C		C	

	recyclable material, including construction material; transfer station; oil and gas facilities or any similar use.												
--	--	--	--	--	--	--	--	--	--	--	--	--	--

**As set forth in the Use Table, certain uses are grouped together based on common functional, product or physical characteristics. Characteristics include the type and amount of activity, the type of customers, how goods or services are sold or delivered and likely impact on surrounding properties and site conditions. Grouping uses provides a systematic basis for assigning uses to appropriate base zoning districts. Any use not specifically set forth in this LDC is expressly prohibited, unless determined otherwise as set forth in Section 6.02 below.*

Section 3. With the elimination of the High Density Residential (HDR) Zone District, the zone district map of the Town of Palisade is hereby amended so as to provide that all properties zoned High Density Residential (HDR) shall be zoned Multifamily Residential (MFR) Zone District.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED at a regular meeting of the Board of the Trustees of the Town of Palisade, Colorado, held on June 11, 2024.

TOWN OF PALISADE, COLORADO

By: _____
 Greg Mikolai, Mayor

ATTEST:

 Keli Frasier, Town Clerk



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: **June 25, 2024**

Presented By: **Janet Hawkinson, Town Manager**

Department: **Engineering**

Re: **Contract for Boat Ramp Engineering**

SUBJECT:

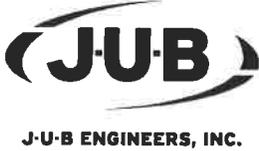
Contract with J-U-B Engineers for the engineering of the Boat ramp at Riverbend Park.

SUMMARY:

Please see the attached proposed contract.

BOARD DIRECTION:

Direct the Town Manager to enter into contract with J-U-B Engineers for the engineering of the Boat ramp at Riverbend Park.



J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES

Authorization for Additional Services

CLIENT: Town of Palisade
Project Name: Engineering Services for the Town of Palisade
J-U-B Project Number: 81-23-003

1. Additional Services. The following additional items of work on the project referenced above have been or will be provided by J-U-B ENGINEERS, Inc. (J-U-B). These Additional Services are a supplement to the scope of services contained in J-U-B's existing Agreement for Professional Services for this Project, dated 12/11/18. All other TERMS AND CONDITIONS of said Agreement remain in full force and effect.

J-U-B will complete design and USACE permitting of proposed boat ramp at Riverbend Park. See Attachment 1.

2. Verbal Authorization by CLIENT, if Applicable. J-U-B was verbally authorized by the CLIENT to provide these Additional Services by:

n/a Name n/a Date

3. Payment for Additional Services. Unless otherwise noted below, J-U-B will provide these Additional Services on a time and materials basis, using J-U-B's standard billing rates or, if applicable, the billing rates established in the initial Agreement for Professional Services.

Other Basis for Payment:

See Attachment 1.

4. Schedule of Services. Due to the Additional Services, the Schedule of Services to be performed under the original Agreement for Professional Services is modified as follows:

See Attachment 1.

Dated this 18th day of June, 2024,

CLIENT

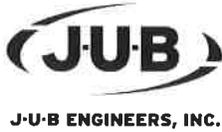
J-U-B ENGINEERS, Inc.

By: Project Representative or Authorized Signatory for CLIENT

By: Project Representative or Authorized Signatory for J-U-B

Janet Hawkinson, Town Administrator
Print or Type Name and Title

Luke Gingerich, JUB Western Colorado Office Manager
Print or Type Name and Title



**J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES**

Attachment 1 – Scope of Services, Basis of Fee, and Schedule

PROJECT NAME: Harky's Launch Boat Ramp Design

CLIENT: Town of Palisade

J-U-B PROJECT NUMBER: 81-23-003

CLIENT PROJECT NUMBER: N/A

ATTACHMENT TO:

AGREEMENT DATED: 6/18/2024; or

AUTHORIZATION FOR CONTRACT AMENDMENT #X; DATED: Click or tap to enter a date.

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

It is our understanding that the CLIENT is proposing a project to rebuild an existing boat ramp (Harky's Launch) on the Colorado River and make improvements to nearby sidewalk and banks near the ramp in the Town of Palisade, Colorado in Riverbend Park. J-U-B will develop construction plans, technical specifications, and contract documents for a concrete boat ramp, sidewalks, handicap-accessible parking, natural surface trails, and bank grading with boulder terraces. Additionally, J-U-B will complete USACE permitting and Town of Palisade floodplain permitting.

CLIENT has previously developed a conceptual plan (completed by MG Design). The J-U-B will develop engineering plans that follow the intent of this previously developed conceptual plan. Because the concept has already been developed this scope of work includes two engineering design milestones: 90% and Final Design. This scope does not include bid or construction phase support. CLIENT will will advertise the bid documents, evaluate the bids, and award the construction contract. These services may be added under a separate scope.

PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

A. Task 010: Project Management

1. Set up project into J-U-B's financial and record keeping systems for document retention and project controls.
2. Conduct project planning and risk assessment.
3. Coordinate quality assurance / quality control (QA/QC) processes.
4. Communicate and coordinate J-U-B activities with meetings as required.
5. Communicate and coordinate subconsultant activities under J-U-B, if necessary.
6. Regularly monitor project status, budget and schedule.
7. Provide a monthly invoice including budget status.
 - a. Assumptions: J-U-B will schedule and attend 90% design review meeting.

B. Task 020: Design

1. Subtask 001: 90% Design

- a. For this subtask, J-U-B will:
 - i. Develop 90% construction plans for proposed boat ramp, sidewalk, handicap parking, and bank improvements. The 90% plans will include plan views, grading, section views, and details.
 - ii. Calculate material quantities for USACE permitting and bid schedule.
 - iii. Prepare a 90% Engineer's Opinion of Probable Construction Cost (OPCC).
 - iv. Prepare 90% Technical Specifications and EJCDC Construction Contract Documents.
- b. Assumptions:
 - i. CAD files for conceptual design will be provided to J-U-B by MG Designs, LLC.
 - ii. 90% plans will substantially conform to the design concept provided by MG Designs LLC. Plans will include a concrete boat ramp, concrete sidewalks, concrete ADA handicap parking, natural surface trails, and bank grading with boulder terraces. 90% design will be based on the rendering provided by MG Designs, LLC, and indepth discussion with the Town prior to design. Comments from the Town are not anticipated to be extensive.
 - iii. Technical Specifications will be developed solely for concrete site works which include boat ramp, 10'-wide path, and handicap-accessible parking spots.
 - iv. This project does not require a geotechnical engineer. If that service is required, additional scope and fee will be needed.
 - v. This scope does not include hydraulic modeling of the river channel.
- c. Deliverables:
 - i. 90% Construction Plans, Technical Specification, and Construction Contract Documents for Bidding in PDF format.
 - ii. 90% Engineer's OPCC in PDF format

2. Subtask 002: Final Design

- a. For this subtask, J-U-B will:
 - i. Finalize construction plans for proposed boat ramp, sidewalk, handicap parking, and bank improvements to reflect CLIENT's comments during 90% review meeting.
 - ii. Revise material quantity calculations for USACE permitting and bid schedule.
 - iii. Finalize Engineer's Opinion of Probable Construction Cost (OPCC).
 - iv. Finalize Technical Specifications and EJCDC Construction Contract Documents.
 - v. Prepare and submit a floodplain development permit to the Town of Palisade (local floodplain administrator) in accordance with the Town's Land Use Code, Section 11.03.
- b. Assumptions:

- i. Final design will be completed following 90% design review and receipt of comments from CLIENT. Any further revisions to plans, specifications, or contract documents requested by CLIENT following submittal of final design will require additional scope and fee.
 - ii. Final plans will substantially conform to the design concept provided by MG Designs, LLC. Plans will include a concrete boat ramp, concrete sidewalks, and concrete ADA handicap parking, four(4) cross sections will be established, two upstream and two downstream of the boat ramp, that will be used by the Town to construct (self performed) the natural surface trails, and bank grading with boulder terraces.
 - iii. Technical Specifications will be developed solely for concrete site works which include 16'-wide boat ramp, 10'-wide path, and handicap-accessible parking spots.
 - iv. This project does not require a geotechnical engineer. If that service is required, additional scope and fee will be needed.
 - v. It is assumed that the final design will achieve a no-rise condition, given that all proposed grades will be at or below existing grades. This scope of work does not include hydraulic modeling of the river channel, coordination with FEMA, or work associated with a LOMR or CLOMR process.
 - vi. This scope does not include construction phase services, including but not limited to contractor selection, bid phase support, construction inspections or as-built drawings. These tasks may be included in a future task.
- c. Deliverables:
- i. Final Plans, Technical Specifications, and Construction Contract Documents for bidding in PDF format.
 - ii. Final Engineer's OPCC in PDF format

C. Task 030: USACE Permitting and Surveys

1. Subtask 002: Conduct Delineation

- a. For this task, J-U-B will:
 - i. Conduct a wetland and waters delineation within the project footprint (as shown in included map) according to USACE guidance documents (i.e., 1987 Wetland Delineation Manual, Regional Supplement, and OHWM field guide). Wetland and water boundaries will be delineated using a GPS with sub-one-meter accuracy per regulatory requirements.
- b. Assumptions:
 - i. Survey will be completed in one field day.
- c. Deliverables:
 - i. GIS data, if requested

2. Subtask 003: Wetland Delineation Report

- a. For this task, J-U-B will:
 - i. Prepare one wetland delineation report in accordance with USACE report format and requirements. This report will include project description, landscape setting and land use, methods, description of wetlands and waters, maps of delineated features, photographs of the site and water features, and completed wetland determination forms. The report will undergo a quality control review by senior staff. This report will accompany the joint permit application package.
- b. Assumptions
 - i. If no wetlands are found, the report title may change to Water Resource Assessment
- c. Deliverables:
 - i. Wetland Delineation Report

3. Subtask 004: Biological Assessment Report

- a. For this task, J-U-B will:

- i. Prepare one biological assessment (or evaluation if all determinations are no effect) report. This report will include project description and analysis of potential affects to special status species that could occur in the project area. The report will undergo a quality control review by senior staff. This report will accompany the joint permit application package.
 - b. Assumptions:
 - i. This scope assumes there will be no adverse impact to ESA-listed species and therefore no formal consultation with U.S. Fish and Wildlife Service.
 - c. Deliverables:
 - i. Biological Assessment Report
- 4. **Subtask 005: Permit Application**
 - a. For this task, J-U-B will:
 - i. Prepare the Nationwide Permit Pre-construction Notification form (ENG 6082) for submittal to USACE.
 - ii. Assemble the permit package for submittal, which may include resource reports and design exhibits.
 - iii. Coordinate, as needed, with USACE for the permit coverage, including coordination to establish cultural exemption
 - b. Assumptions:
 - i. Project will be covered under a Nationwide Permit (NWP). Project may be covered under NWP 36 and/or NWP 13.
 - ii. Project will be exempt from cultural surveys or report. If cultural surveys are required additional scope and fee will be needed.
 - iii. J-U-B is not responsible for agency review times or issuance of permit
 - iv. CLIENT will pay any fees associated with federal/local/state permit submittals. J-U-B will not be responsible for paying fees associated with permitting this project.
 - c. Deliverables:
 - i. Drafted Nationwide Permit Pre-construction Notification form
 - ii. Permit package materials

D. Task XXX: Management Reserve Fund

- 1. The Management Reserve Fund establishes a pre-authorized budget for additional tasks that may be requested by the CLIENT's Authorized Representative and performed by J-U-B upon mutual agreement of scope, budget, and schedule.
- 2. J-U-B will not exceed the pre-authorized amount without CLIENT approval.

PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES

- A. **CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project including, but not limited to:
 - 1. Advertisement of bid documents, evaluation of contractor bids, and awarding of construction contract.
- B. **Additional Services** - CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:
 - 1. Construction phase services, including but not limited to contractor selection, bid phase support, construction inspections, or as-built drawings.

PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES

- A. CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:
1. For Lump Sum fees:
 - a. The portion of the Lump Sum amount billed for J-U-B's services will be based upon J-U-B's estimate of the percentage of the total services actually completed during the billing period.

B. Period of Services

1. If the planned period of service for the Tasks identified above extend more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on remaining scope amount times the specific rate increase.
2. If the period of service for the Tasks identified above is extended beyond 6 months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.

C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care and J-U-B will not be responsible for delays beyond our direct control.

D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2.

Task Number	Subtask Number	Subtask Name	Fee Type	Amount	Anticipated Schedule
010	001	Project Management	Lump Sum	\$2,900	Concurrent with work progress
Task 010 Total:				\$2,900	
020	001	90% Design	Lump Sum	\$20,500	Completed within 4 weeks of notice to proceed
020	002	Final Design	Lump Sum	\$3,000	Completed within 2 weeks of receipt of CLIENT comments on 90% Design
Task 020 Total:				\$23,500	
030	001	Wetland Delineation	Lump Sum	\$800	Completed by July 30
030	002	Wetland Report	Lump Sum	\$3,500	Within 4 weeks after Task 002 completed
030	003	Biological Assessment	Lump Sum	\$3,500	Within 4 weeks after Task 002 completed
030	004	Permit Application	Lump Sum	\$3,500	Within 4 weeks after Design/impact information received (no less than 2 weeks after Task 003 and 004)
Task 030 Total:				\$11,100	
Contract Total:				\$37,700	

- E. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: **June 25, 2024**

Presented By: **Keli Frasier, Town Clerk**

Department: **Clerk**

Re: **TerraVin Cellars, LLC Request to Waive 500' distance requirement
between licensed liquor establishment and schools**

TerraVin Cellars, LLC submitted a letter of request to waive the distance requirement from a public school in order to apply for a Limited Winery Salesroom.

The Winery salesroom does not require Board approval; however, the school distance waiver does.

On November 10, 2020, the Palisade Board of Trustees passed Ordinance 2020-14, amending the Palisade Municipal Code to reinstate the 500' distance requirement between licensed liquor establishments and schools rule. Included in that Ordinance is an option to eliminate or reduce the distance requirement on a case-by-case basis upon request.

Any waiver or modification of the distance requirements otherwise applicable to such licenses shall only be granted after review and comment by the governing body of the applicable school or university. A request to waive or modify the statutory distance requirements will be reviewed based on the following criteria:

- a. Type of school property and uses involved
Taylor Elementary School
- b. Schedules of school operation;
School hours are 8:55 am – 3:55 pm, with various activities taking place before and after school hours.
- c. Type of liquor license involved:
The applicant plans on applying for a Limited Winery Salesroom
- d. Hours of operation of the proposed establishment or event
The proposed hours of operation for the TerraVin Cellars salesroom are Monday-Sunday, 12:00 pm – 7:00 pm.
- e. Potential for disruption of school activities: and
The legal counsel for Mesa County School District 51 stated that they do not have any objections
- f. Likelihood of increase in liquor-related violations by minors
The Palisade Police Department does not see a likelihood of an increase in liquor-related

violations by minors

The Palisade Fire Department does not see a likelihood of an increase in liquor-related violations by minors.

On March 20, 2024, Town Clerk Frasier forwarded the waiver request to Taylor Elementary School and all Town of Palisade Department Directors. The responses were as follows:

- **04/04/2024 Tammy Eret, Legal Counsel for Mesa County School District 51:** "The District has no objection to this waiver."
- **06/11/2024 Community Development Director Aziz:** "From a planning perspective, everything looks good. They mentioned their parking requirements but did not include that 1 out of the 11 would be ADA accessible. This is a minor detail. I am confident that this is ready to proceed for board approval. "
- **06/18/2024 Palisade Police Chief Stanford:** "Looking at the documents and request letter. I do not have any issues with the request. It does sound like they are tuned in to their responsibilities and liquor laws."
- **06/18/2024 Palisade Fire Chief Balke:** "At present, I do not see any issues with the request."

BOARD DIRECTION:

Motion to approve or deny the request by TerraVin Cellars, LLC **to eliminate the 500' distance requirement between schools and licensed liquor establishments** to allow them to apply with the State of Colorado for a Limited Winery Salesroom.

ATTACHMENTS

- Letter of waiver request from TerraVin Cellars
- Site Plan
- Salesroom Diagram
- Sales Area Description
- Site Control Plan

To Whom It May Concern:

Please let us introduce ourselves. We are TerraVin Cellars, a winery located in the former Debeque Canyon Winery space on 8th Street. In 2023, we assumed the license previously held by Debeque Canyon Winery and we are now applying for a sales/tasting space on the same property.

Debeque Canyon Winery had previously held a sales/tasting space on the property, and it is our hope that you will grant us permission to do the same. We have been intending to launch our wine this spring, with a barrel tasting event at the beginning of May. It is our hope that you recognize that we are asking for only the same use of the premises that has been historical held on the property.

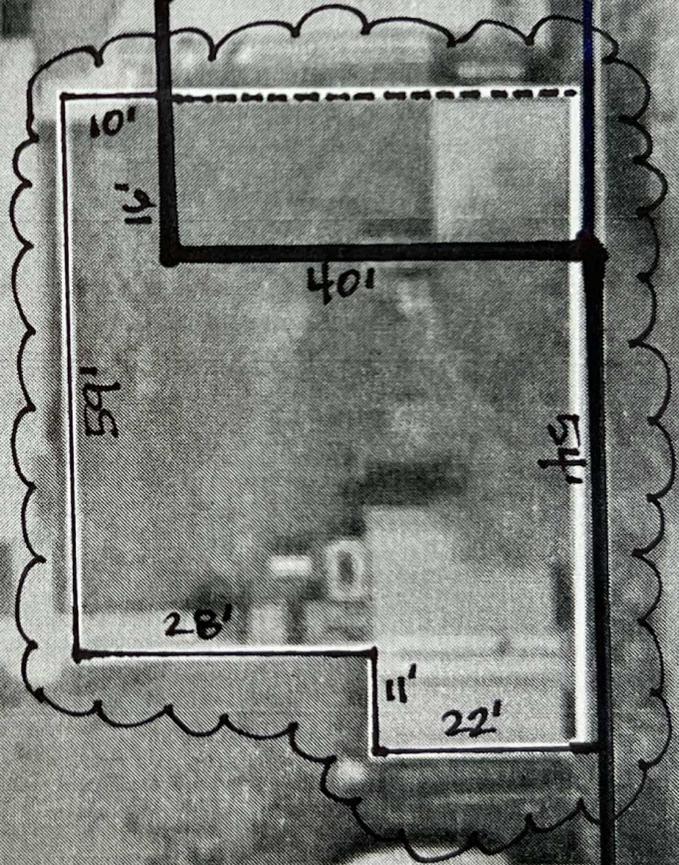
Please let us know if there is anything we can do help expedite this process. We are eager to open for business and look forward to being a part of the community!

Warm Regards,

TerraVin Cellars

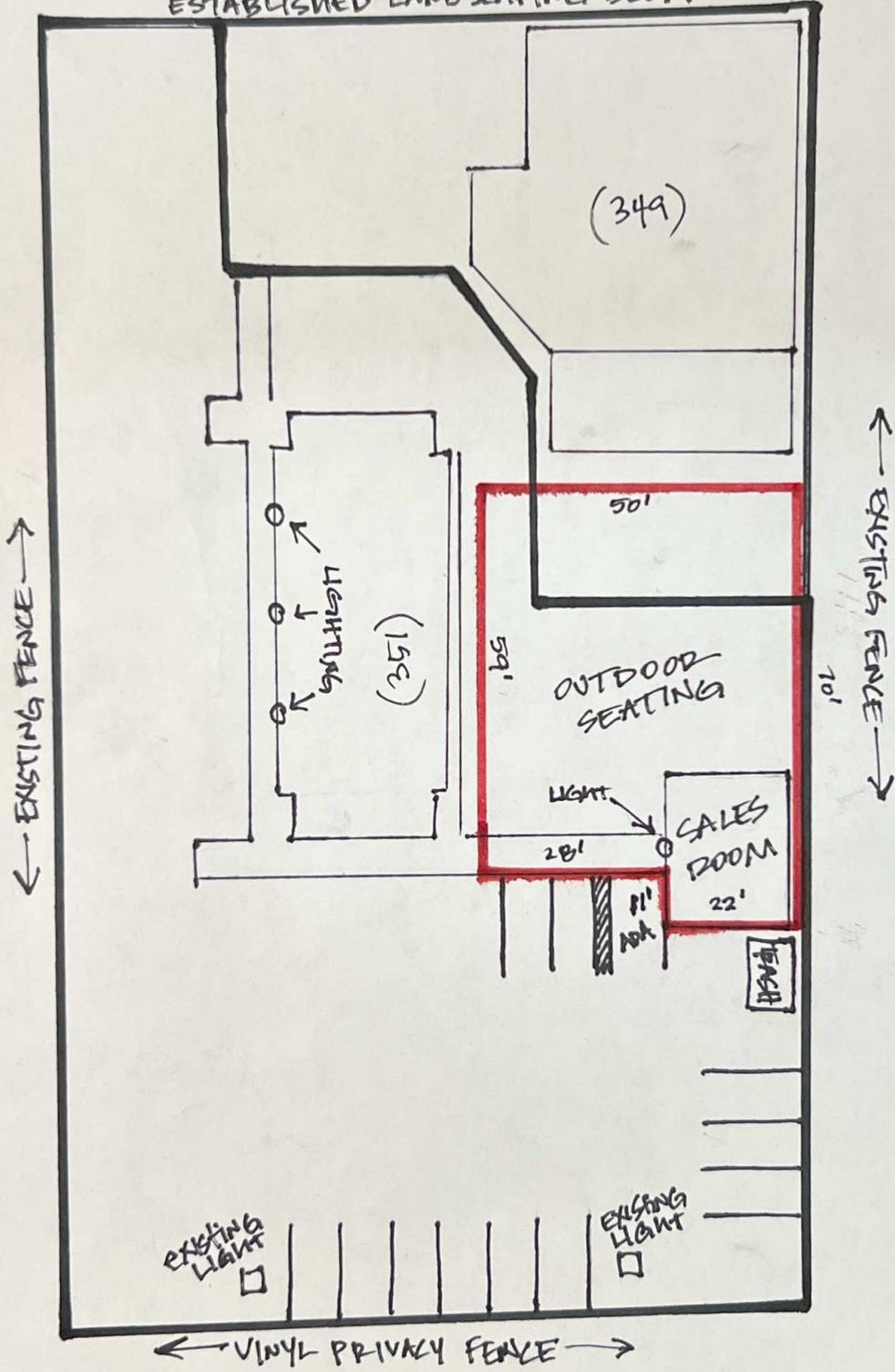
349 W EIGHTH
TERRAIN CELLARS
EXISTING LEASED
PREMISES

351 W EIGHTH



EIGHTH ST

ESTABLISHED LANDSCAPING BERM



The proposed area crosses parcel lines and the necessary leases are included with this submission.

The proposed area has the required 11 parking spaces (1/300SF of useable area...the area is 3192 SF)

All parking is located beyond the normal view of the public and the street frontage (Eighth Street) already has an established landscaping berm.

Outdoor lighting exists. 3 exterior building sconces on the west side of the building of 351 W 8th, two existing light poles in the driveway, and on additional light on the sales room.

There are existing fences on the East and West property and a vinyl privacy fence on the southern property line.

The hours of operation will be 12p-7p 7-days per week.

Outdoor area will be defined by wine barrels and marked with signs indicating that no alcohol will be allowed beyond them.

The parking lot surface is dustless gravel.

The trash receptable is located to the south of the sales room.

The property has existing sidewalks with access to the sales room.

TerraVin Cellars Site Control Plan

The winery, sales room and outdoor premises will be controlled to ensure compliance with the provisions of the liquor code. Any person selling or serving wine will be trained to, investigate, and verify proper identification, recognize invalid identification and prevent sales to minors, identify visibly intoxicated patrons and recognize and prevent over service.

All patrons will be required to provide identification at the request of the employee prior to the consumption or sale of any wine. Identification will be compared to an official photo guide as necessary. If an identification is deemed to be falsified or otherwise invalid, an attempt will be made to confiscate it and notify authorities.

All employees serving or selling wine will comply with the terms, conditions, or provisions pursuant to the Colorado Liquor Code.

During business hours, wine inventory will be kept behind the sales counter and monitored to prevent guest accessibility and theft.

During non-business hours, all wine inventory will be stored and locked in the winery to prevent theft.

Signage clearly indicating "No alcohol beyond this point" will be placed in the sales/tasting room, winery and around the outdoor premises to ensure guests do not leave with an open container.



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: June 25, 2024

Presented By: Matt Beehler, Interim Public Works Director

Department: Public Works

Re: Purchase of New Dump Truck

SUBJECT:

The Public Works Department is seeking approval to purchase a new dump truck to replace our current equipment.

SUMMARY:

Our current dump truck has reached the end of its service life and is costing more than what is acceptable to maintain and keep in running order. It is currently out of service due to an issue with its transmission and cannot be repaired by Town staff with Town maintenance equipment. The Public Works Department utilizes a small dump truck heavily in the maintenance and repair of our water, wastewater, and streets infrastructure. It is a necessity.

The department is asking for approval for the immediate purchase of a new truck, up to but not exceeding \$150,000.00, including the purchase of the vehicle and delivery fees. Please find attached an example of an almost new truck currently for sale, which is a direct replacement for our current equipment located in Wheat Ridge, Colorado.

BOARD DIRECTION:

Direct the Town Manager to purchase a new dump truck for the Public Works Department for an amount not to exceed \$150,000.00.



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WHEAT RIDGE

877-500-6546



New 2025 FREIGHTLINER Dump Truck
BUSINESS CLASS M2 106 For Sale

📍 1,869 Miles Stock # C16254MMP

\$133,500

Contact **DTI TRUCKS**

[View Dealer's Website](#)

1-888-386-5434

Your Email Address

Hello, I am interested in your

2025 FREIGHTLINER BUSINESS CLASS M2 106 Dump Truck.

Please contact me .

You can reach me at .

Additional Comments



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: **June 25, 2024**

Presented By: **Jesse Stanford, Police Chief**

Department: **Police Department**

Re: **Resolution 2024-14 - Updated Fee Schedule**

SUBJECT:

A resolution of the Board of Trustees for the Town of Palisade, Colorado, designating an updated fee schedule for the Palisade Police Department.

SUMMARY:

Currently when records requests, sex offender registrations, and other various service items are completed by the Palisade Police Department we don't charge fees that are appropriate and up to date with the most current standards or charge anything at all. We are looking to charge what is accepted statewide and within the law for records requests, start charging sex offenders for annual registrations, charge a more appropriate amount for VIN inspections, and charge the responsible parties for consistent and un-needed alarm calls. This is common with many agencies nationwide and the fees are within Colorado Open Records Laws.

BOARD DIRECTION:

Approve Resolution 2024-14

**TOWN OF PALISADE, COLORADO
RESOLUTION NO. 2024-14**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE,
COLORADO, AMENDING THE TOWN'S FEE SCHEDULE REGARDING VARIOUS
TOWN FEES**

WHEREAS, the Board of Trustees is authorized to establish fees charged by the Town,
and

WHEREAS, the Board of Trustees recognizes a need for changes to the current fee
schedule for the Town of Palisade.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
TRUSTEES FOR THE TOWN OF PALISADE, COLORADO**, that the amended fee
schedule attached hereto as Exhibit "A" are adopted as the fee schedule for the Town of
Palisade, Colorado, effective June 26, 2024.

RESOLVED, APPROVED, AND ADOPTED this 25th day of June 2024.

TOWN OF PALISADE

By: _____
Greg Mikolai, Mayor

ATTEST:

Keli Frasier, Town Clerk

EXHIBIT "A"

PALISADE POLICE DEPARTMENT
175 E 3rd Street PO BOX 128
Palisade, CO 81526



FEE SCHEDULE
(970)464-5601
Tues – Fri, 8:30am-4:30pm

Any request estimated to be more than 1 hour requires a 50% deposit before the work begins. Deposits are applied to final charges. Multiple related requests may be combined for the purpose of calculating the time and production costs.

Criminal Justice Records (criminal or non- criminal)	\$8.00 per ¼ hour, \$32.00 per hour
	\$0.25 per printed page
Traffic Accidents (not including photos)	\$10.00
Certified copy of case report / BWC video	\$5.00
First copy free for victims of a criminal case.	
Background Checks	\$10.00 per name
Video / audio request, including Body Worn Camera	\$8.00 per 1/4 hour
Media Production Fee (CD/DVD)	\$10.00 per physical item
VIN Inspections (non-certified)	\$20.00 (payment in advance)
Sex Offender Registration	\$25.00 (initial and annual)
\$0.25 per copied page	
False Security Alarm	\$35.00 each after 4 free annually, or twice in a 30 day period.

NOTICE TO THE PUBLIC

All fees charged for release of criminal records of the Palisade Police Department are pursuant to C.R.S. §24-72-306.

Except for records of official actions which must be maintained and released pursuant to Title 24, Article 72, Part 3 of the Colorado Revised Statutes, all criminal justice records, at the discretion of the official custodian, may be open for inspection by any person at reasonable times, except as otherwise provided by law. Title 24, Article 72, Part 3 of the Colorado Revised Statutes authorizes the official custodian to make such rules and regulations with reference to the inspection of records of official actions and criminal justice records as are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or their office pursuant to C.R.S. 24-72-303 and 304

Criminal justice records are released only after the Citizen Advisement form has been acknowledged per C.R.S. §24-72-305.5.

The accuracy of any records, reports or documents from other agencies outside of Palisade Police are not guaranteed for accuracy of completeness, or subject to the rules as stated C.R.S. §24-72-307. If requesting records from an outside agency, it is best to contact them directly.

SEARCH & REDACTION / QUERY – Records Management staff will provide the requestor with an estimated cost for search, review, and redaction on requests subject to an hourly cost. Final costs will be determined by actual time spent searching, reviewing, and redacting records. There is no per-page fee to produce records electronically.

VIN INSPECTIONS—Fees are due in advance, and receipts must be presented at time of inspection.

NOTE: The Palisade Police Department does not perform certified VIN inspections.

Digital or Analog Media—Rates are based on the actual costs for the search, retrieval, and redaction of records.

FALSE SECURITY ALARMS BILLING—Billing completed by Town Finance on a monthly basis. Inquiries on alarms billed may be directed to Police Records 970-549-5009.



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: **June 25, 2024**

Presented By: **Jesse Stanford, Police Chief**

Department: **Police**

Re: **Resolution 2024-15 – Special Event Security**

SUBJECT:

Resolution 2024-15 requiring special event security to be provided by the Town and paid for by the event applicant.

SUMMARY:

Please see the attached proposed Resolution.

BOARD DIRECTION:

Approve, deny, or postpone Resolution 2024-15, a Resolution of the Board of Trustees for the Town of Palisade, Colorado, requiring special event security to be provided by the Town and paid for by the event applicant.

**TOWN OF PALISADE, COLORADO
RESOLUTION NO. 2024-15**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF
PALISADE, COLORADO REQUIRING SPECIAL EVENT SECURITY TO BE
PROVIDED BY THE TOWN AND PAID FOR BY THE EVENT APPLICANT.

WHEREAS, the Town of Palisade permits several special events in the Town each year and supports these community gatherings and celebrations; and

WHEREAS, the Town has certain requirements of applicants for special event permits and requires the execution of a Special Event Permit Agreement to memorialize and ensure compliance with those requirements; and

WHEREAS, with the growing popularity of these special events and the increase in participants, security is becoming a larger public safety concern that is of utmost importance to the Town; and

WHEREAS, to ensure adequate security is provided, the Board of Trustees desires to require the Town to provide security at special events to be paid for by the applicant at the time of application as a condition of holding a special event in the Town.

**NOW THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES
FOR THE TOWN OF PALISADE, COLORADO THAT:**

Section 1: The foregoing recitals are hereby incorporated in full.

Section 2: The Town’s Special Event Permit Agreement shall contain a provision that requires the applicant of the special event to pay the cost of security for the event at the time of application to the Town and the Town will contract for and supervise such security.

RESOLVED, APPROVED, and ADOPTED this 25th day of June 2024

TOWN OF PALISADE, COLORADO

Greg Mikolai, Mayor

ATTEST:

Keli Frasier, Town Clerk