

**SAN JUAN REGIONAL PLANNING COMMISSION**  
**AGENDA**  
**July 18, 2023**  
**San Juan County Courthouse**

San Juan Regional Planning Commission meetings will be conducted in a hybrid virtual/in-person format. All persons including Board Members, Staff, Applicants and interested Public may meet in person or via zoom. The information necessary to connect to the public meeting is listed below.

**7:00 PM      Roll Call of Members and Minutes**

**7:10 PM      Dawson Residence:**

Use by Special Review application to allow a Single-Family Residence in the Economic Development (E-D) District for the property located at Lots 9-10, Block 63. Applicant/Owner: Patrick Dawson.

**7:40 PM      Town of Silverton:**

Request for Proposal (RFP) Land Use Code Rewrite.

**8:00 PM      Improvement Permit Sketch Plan and Vacation Rental Application:**

Adam Rex. Forst Lode MS 18463 for the development of a single-family dwelling and associated utility improvements and Vacation Rental located on Kendall Mountain adjacent to CR 33

**8:30 PM      Land Use Permit Application:**

Colby Barrett, Bonanza Boy LLC, Mining Remediation, Shelbyville Lode MS 18168 located in the Chattanooga Area near US Highway 550

**8:40 PM      Planned Unit Development Silver Cloud Lodge Project Introduction**

Colby Barrett, Bonanza Boy LLC, Mining Remediation, Shelbyville Lode MS 18168 located in the Chattanooga Area near US Highway 550

**OTHER:**

**Times listed above are approximate. Discussion of an agenda item may occur before or after the assigned time.**

**ADJOURN: Next Regular Meeting – 6:30 PM, Tuesday August 15, 2023**

Join Zoom Meeting

<https://zoom.us/j/92136473203>

By Telephone: Dial 1 669-900-6833 and enter the Webinar ID 92136473203 when prompted.

Meeting ID: 921 3647 3203



**STAFF REPORT FOR THE SAN JUAN COUNTY REGIONAL PLANNING COMMISSION**

**TBD MINERAL STREET  
NEW SINGLE-FAMILY RESIDENCE WITH AN ACCESSORY DWELLING UNIT (ADU)**

**Report Date:** July 12, 2023  
**Meeting Date:** July 18, 2023  
**From:** Chris Masar, *Contracted Town Planner, CPS*

**Project:** Dawson Residence: A Single-Family Residence with an accessory dwelling unit

**Project Site:** TBD Mineral Street, North of 7th St., between Mineral Street and Cement Street. Lots 9 & 10, Block 63, Silverton, San Juan County, Colorado. Parcel #: 48291730630009

**Applicants/Owners:** Patrick Dawson (Owner & Applicant)

**Zoning District:** Economic Development (ED) District  
*Section 16-3-70, Silverton Town Code*

**Overlay Districts:** This property is not within any Overlay Districts.



**Purpose of Review:**

Town Code, Chapter 16, Article 3-70, Economic Development District, states that “single-family dwelling units” are a use subject to review within the E-D, Economic Development District. This application also includes an ADU. As amended by Ordinance 2023-07, ADU’s are considered accessory uses and structures, which do not require review by the Planning Commission and are allowed by right in the E-D zone district.

**Application:**

The Applicant submitted the required paper documents and associated application fee on June 29, 2023 for the Project. (“Application”)

**Public Notice:**

Posted on Town website on Monday, July 6, 2023.  
Posted within the Silverton Standard and Miner newspaper on Thursday, July 6, 2023.

**Public Comment:**

As of July 12, 2023, no public comments have been formally received in regard to the Application.

**Adjacent Properties:**

The properties to the north, south, and east are zoned Economic Development (E-D) District. The properties to the west are zoned Multi-Family Residential (R-2) District.

**Parcel Size and Access:**

The project site consists of two lots which total 5,000 sq. ft. adjacent to Mineral Street. Vehicular access is proposed to remain off Mineral Street.

**Analysis of Request:**

Proposed Improvements: Application materials state that proposed improvements include a 1,801 sq. ft. building which will consist of a 1,155 sq. ft. single-family residence, and a 646 sq. ft. studio located on the lower level which will serve as an ADU.

Land Use & Dimensional Standards: The proposed *Single-Family Residence* is a use subject to review within the E-D zoning district.

The following table indicates the dimensional requirements for buildings in the E-D zone district.

Standard	Required	Proposed	Compliant?
Minimum Lot Area	5,000 sq. ft.	5,000 sq. ft.	Yes
Minimum Lot Width	50'	50'	Yes
Maximum Height of Structure	30' E-D District	Not Provided	N/A
Minimum Floor Area of Dwelling Unit	500 sq. ft.	1,155 sq. ft.	Yes
Front Setback	7'	39'9"	Yes
Side Setback	7'	9'10.5"	Yes
Rear Setback	5'	20'	Yes

The submitted application materials demonstrate that the proposed improvements meet the required lot size, setbacks, and structure size requirements for the zoning district. Staff will ensure that the structure does not exceed 30' in height at time of building permit submittal. The ADU standards will be reviewed in conjunction with the review of the building permit. Approval of the Single-Family Residence does not constitute approval of a building permit or the ADU.

**Use by Special Review. Silverton Municipal Code, Section 16-1-50**

*(a) Applications for uses subject to review or uses in the B-A Business Auto District shall be filed, in writing, with the Town Clerk, along with the required fee as set forth on the Town's Fee Schedule. Such applications shall contain the following information, as applicable:*

- (1) Location and identification of all existing and proposed public and private easements.*
- (2) Boundaries of sites to be reserved or dedicated for trails, parks, playgrounds, schools or other public uses and the location of any common area not reserved or dedicated to public use.*
- (3) The area, in square feet, and percentage of the total area of the proposed development, devoted to each type of use.*

*(4) The existing buildings, telephone and power lines and sewer, water, gas and drainage pipes located on the proposed development and adjacent to its boundaries.*

*(5) A description of the land area of the request, including lot and block number, along with a drawing to scale showing boundaries and an indication of existing zoning for all areas on the drawing.*

*(6) The time schedule for any contemplated new construction or uses.*

*(b) All applications shall be referred by the Town Clerk to the Board of Trustees. A public hearing shall be held, with at least ten days' advanced notice of the date, time and place of such hearing, to be published in a newspaper of general circulation in the Town.*

*(c) The Board of Trustees shall render its decision within 60 days of the date of submission of the application, unless an extension of said time is agreed upon, in writing, by the applicant and the Board of Trustees.*

**The Application is in compliance with Section 16-1-50 of the Silverton Municipal Code.**

**Staff Recommendation:**

Staff recommends that the Planning Commission approve the application for a new Single-Family Residence within the Economic Development (E-D) District located on Lot 9 & 10, Block 63, as presented.

**Attachments:**

1. Application Materials
2. Public Notice

Prepared By: *Community Planning Strategies, Contracted Town Planner*

## Dawson Lot Narrative

APN: 48291730630009

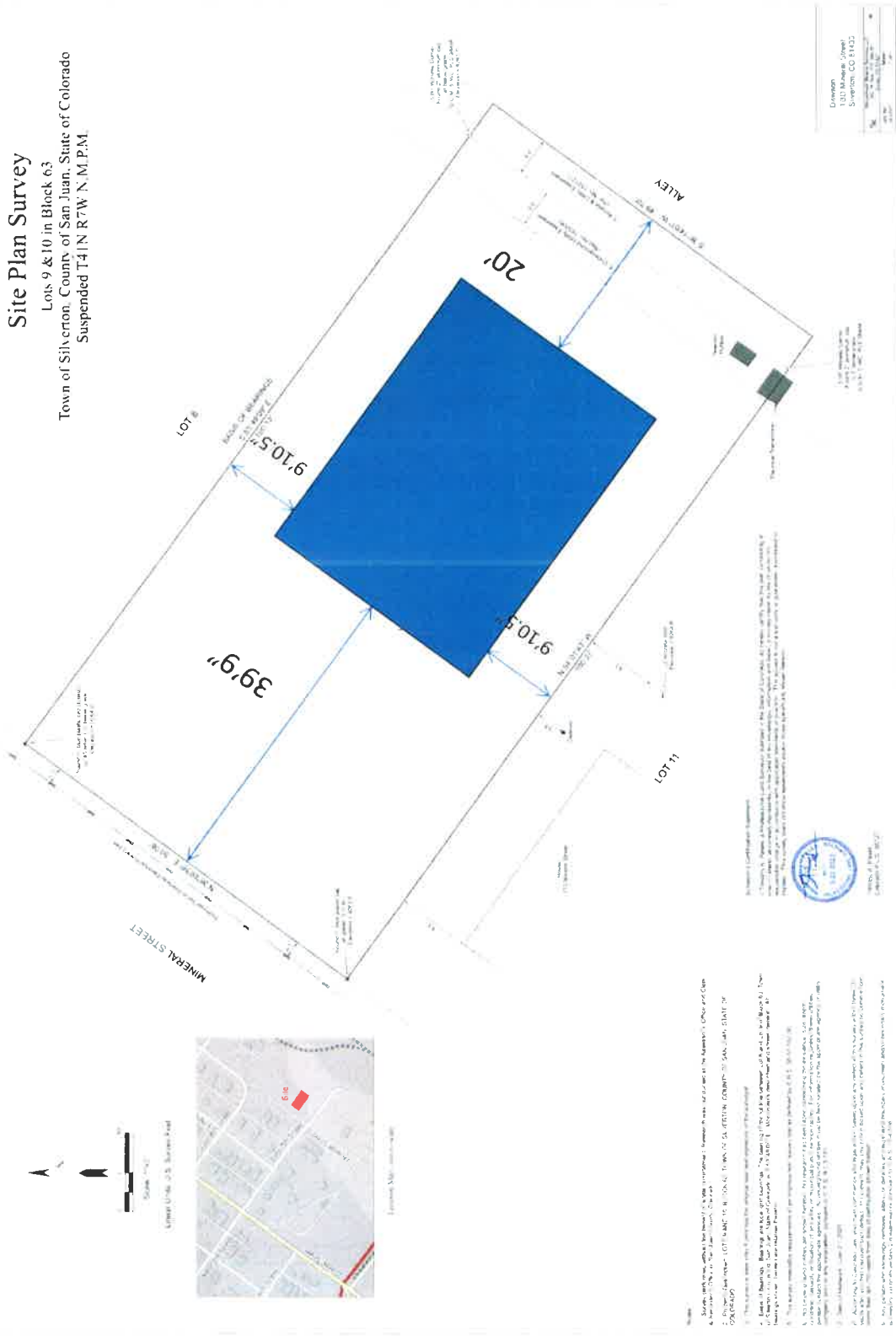
Lots Number 9&10 Block 63

The Dawson Single Family home build will be consistent with the current use and applications that have been made available to other projects in the general area. The project will also look to include an ADU to provide additional more affordable housing to the community of Silverton. The home will be owned and occupied by a full time resident that has been part of the community in the San Juans over the past eight years. Below highlights for the project:

- The planned lots have other single family homes in the relatively proximity and neighborhood (4 homes within the same general block)
- The home will consist of a home office that will be used daily as a place of work
- The home will be owned by a full-time resident of Silverton
- The home will provide additional more affordable housing by including an ADU in the near future
- The project will conform to all local building codes and regulations, including setbacks in the ED zone.
- Project will begin construction in the summer of 2023 and completion is expected in the fall of 2024 (or sooner if applicable)
- The home will occupy ~36% of the available lot

# Site Plan Survey

Lots 9 & 10 in Block 63  
 Town of Silverton, County of San Juan, State of Colorado  
 Suspended T41N R7W N.M.P.M.



**Notes:**

1. This survey was made with the best of skill and care, and the surveyor is not responsible for any errors or omissions in the survey.
2. The survey was made in accordance with the laws and regulations of the State of Colorado, and the surveyor is not responsible for any errors or omissions in the survey.
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Division	Surveyor	Date
Survey	J. D. [Name]	10/10/2023



# Town of Silverton

## Use Subject for Review Application

NAME OF APPLICANT Patrick Dawson PHONE 321-246-0670

PROPERTY OWNER Patrick Dawson PHONE 321-246-0670

MAILING ADDRESS PO BOX 25

CITY Silverton STATE CO ZIP CODE 81433

EMAIL ADDRESS Dawson.a.patrick@gmail.com

LEGAL DESCRIPTION LOT NO. (S) 9-10 BLOCK 63 ADDITION \_\_\_\_\_ Zone ED

REASON FOR REQUEST BELOW:

Property owner is looking to build a single family home

PROPOSED STARING DATE OF OPERATION OR USE: 09/30/24

PROPOSED TIME SCHEDULE FOR CONSTRUCTION: 07/25/23-09/30/24

BRIEF DESCRIPTION OF THE PROPOSED USE BELOW:

Single Family Home





# Town of Silverton

## Use Subject for Review Application

BRIEFLY DESCRIBE THE BENEFITS TO THE COMMUNITY AS A WHOLE, IF THIS IS ALLOWED:

**The property will be a modest single family home that will house a full time resident that is part of the Silverton community and will be a full time Silverton resident for the foreseeable future. The property will also include an ADU (TBD on timeframe) that will at least provide affordable housing during the winter seasons**

LIST ANY SPECIFIC CONDITIONS WHICH YOU WOULD BE WILLING TO INCORPORATE INTO THIS REQUESTED USE:

**Homeowner is willing to build an ADU into the property to provide additional housing for the community**

IF THE PROPOSED USE LIES WITHIN A DESIGNATED HAZARD AREA WITHIN THE TOWN OF SILVERTON E.G. FLOOD OR AVALANCHE HAZARD AREAS, DESCRIBE WHAT PRECAUTIONS WILL BE TAKEN BY THE APPLICANT TO MINIMIZE ANY DANGER TO THE PUBLIC HEALTH, SAFETY OR WELFARE BASED UPON SUCH USE:

N/A



# Town of Silverton

## Use Subject for Review Application

PLEASE ATTACH TO THIS APPLICATION MAP(S) SHOWING THE FOLLOWING:

1. LOCATION MAP – THE LOCATION MAP SHALL BE PREPARED ON A PUBLISHED SHEET MAP OR ZONING MAP AND SHALL INDICATE CLEARLY THE SURROUNDING AREA WITHIN 300 FEET OF THE PROPERTY BOUNDARY;
2. PROOF OF OWNERSHIP OR WRITTEN PERMISSION OF PROPERTY OWNER FOR PROPOSED USE;
3. SITE PLAN – THE SITE MUST BE DRAWN TO SCALE AND NOT LESS 1" = 200' AND SHALL CLEARLY SHOW THE LOCATION OF:
  - a) ALL EXISTING BUILDINGS, TELEPHONE, POWER, WATER, SEWER AND GAS LINES IS ANY ARE LOCATED ON THE PROPOSED AREA TO BE UTILIZED, AND IMMEDIATELY ADJACENT TO IT.
  - b) ALL AREAS, IN SQUARE FEET, WHICH ARE PROPOSED TO BE UTILIZED FOR THE PROPOSED USE SUBJECT TO REVIEW.
  - c) LOCATION OF EXISTING AND PROPOSED RIGHTS OF WAY OR EASEMENTS.
  - d) BOUNDARIES OF SITES OR AREAS TO BE RESERVED OR DEDICATED PUBLIC USE OR PUBLIC PURPOSES, IF APPLICABLE.

**OFFICIAL USE:**

**FEE DUE \$500.00**

RECEIVED BY

FEE PAID

DATE

DATE OF PUBLIC HEARING ADVERTISED

DATE PUBLIC HEARING HELD

ACTION TAKEN AFTER ADMINISTRATIVE REVIEW:

ACTION TAKEN TOWN BOARD OF TRUSTEES REVIEW:

## **PUBLIC HEARING**

PUBLIC NOTICE IS HEREBY GIVEN that the following public hearings will be held to consider the application for approval of a Single-Family Residence with an Accessory Dwelling Unit in the Economic Development (ED) Zoning District. The property is located at Lots 9 & 10, Block 63, Silverton, CO. Owner: Patrick Dawson. San Juan County Regional Planning Commission will hold a public hearing on Tuesday July 18, 2023, at The County Court House: 7:00 PM. The Board of Trustees will hold a public hearing on Monday July 24, 2023 at Town Hall: 7:00 PM.

NOTICE is further given that all persons may present written/oral testimony regarding the following applications prior to/during the Public Hearing. The applications, meeting agenda, and virtual meeting instructions are posted on the Town website. Join Planning Commission Zoom Meeting: <https://zoom.us/j/92136473203> Meeting ID: **921 3647 3203**. Join Board of Trustees Meeting: <https://us02web.zoom.us/j/88637487127>: Meeting ID: 886 3748 7127. Citizen comments may be sent by email, mail, phone, or hand-delivered to: Town Hall, 1360 Greene Street, PO Box 250, Silverton, CO 81433. Contact Community Development Coordinator Lucy Mulvihill (970) 946-9408 ([lmulvihill@silverton.co.us](mailto:lmulvihill@silverton.co.us)) with any questions/comments about this Application.

Published in the Silverton Standard & the Miner: July 8<sup>th</sup>, 2023.

## Dawson Lot Narrative

APN: 48291730630009

Lots Number 9&10 Block 63

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# Town of Silverton

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**OFFICIAL USE:**

**FEE DUE \$500.00**

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RECEIVED BY

FEE PAID

DATE

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DATE OF PUBLIC HEARING ADVERTISED

DATE PUBLIC HEARING HELD

ACTION TAKEN AFTER ADMINISTRATIVE REVIEW:

ACTION TAKEN TOWN BOARD OF TRUSTEES REVIEW:

# Site Plan Survey

Lots 9 & 10 in Block 63

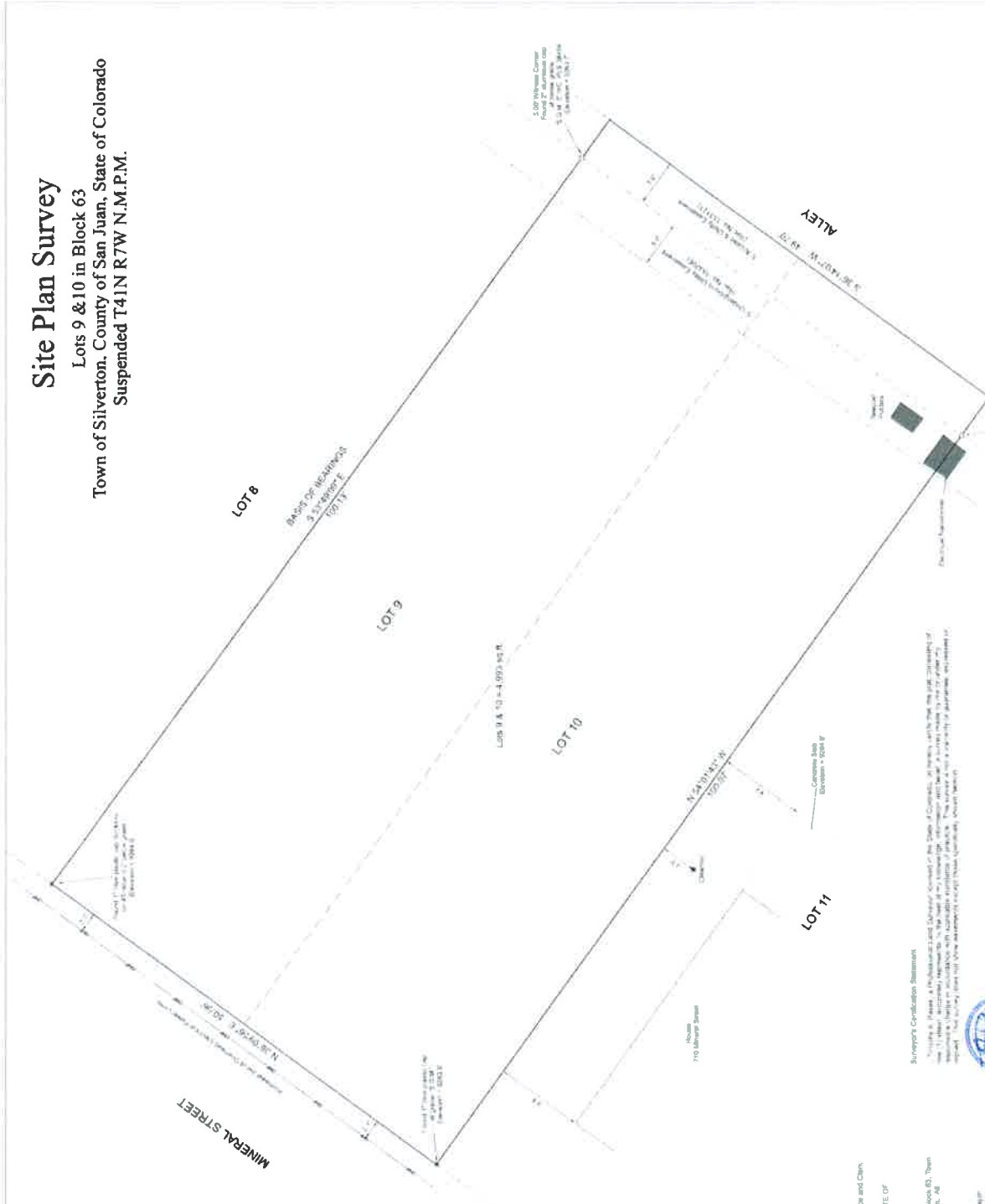
Town of Silverton, County of San Juan, State of Colorado  
Suspended T41N R7W N.M.P.M.



Linear Units: U.S. Survey Feet  
Scale: 1"=5'



Location Map - not to scale



Division	TBD Mineral Street
Project	Silverton, CO 81433
Sheet No.	1 of 1
Date	06/21/2023
Scale	1"=5'

Surveyor's Certification Statement  
I, Timothy A. Patten, a Professional Land Surveyor licensed in the State of Colorado, do hereby certify that the foregoing information was obtained by me or by a duly qualified and licensed assistant surveyor under my direct supervision and control. This survey was made in accordance with the provisions of the Colorado Surveying Act, C.R.S. 24-101, and the rules and regulations of the Board of Surveying and Mapping, C.R.S. 24-102. I am duly licensed under the provisions of the Colorado Surveying Act, C.R.S. 24-101, and the rules and regulations of the Board of Surveying and Mapping, C.R.S. 24-102. My license number is 10000. I am duly licensed under the provisions of the Colorado Surveying Act, C.R.S. 24-101, and the rules and regulations of the Board of Surveying and Mapping, C.R.S. 24-102. My license number is 10000.



Timothy A. Patten  
Colorado P.L.S. 38727

1. Survey prepared for the benefit of a title commitment. Research was conducted at the Assessor's Office and Chen & Rowan's Office of San Juan County, Colorado.
2. Property Description: LOTS 9 AND 10, BLOCK 63, TOWN OF SILVERTON, COUNTY OF SAN JUAN, STATE OF COLORADO.
3. This survey is valid only if printed with the original seal and signature of the surveyor.
4. Block of Blocks, Block 63, is located in the town of Silverton. The corners of the 40 feet between Lot 8 and Lot 9 of Block 63, Town of Silverton, County of San Juan, State of Colorado, are 4.33' 49.70" E. Monuments described and shown hereon. All bearings shown hereon are relative to true.
5. This survey meets the requirements of an improvement survey as defined by C.R.S. 24-5-102 (9).
6. No former grant which was otherwise in effect has been found to conflict with the boundaries shown hereon.
7. Date of Fieldwork, June 21, 2023.
8. Any person who knowingly removes, alters, or defaces any legal land boundary monument and/or boundary monument necessary, commits a class 2 misdemeanor pursuant to C.R.S. 18-6-508.

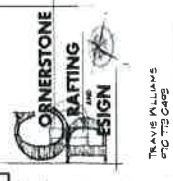


DATE	06/12/23
PROJECT	DAWSON RESIDENCE
CLIENT	TBD
LOCATION	MINERAL STREET
SCALE	AS SHOWN
DESIGNER	TRAVIS MULLINS
CHECKER	TRAVIS MULLINS
APPROVER	TRAVIS MULLINS



3D PERSPECTIVE RENDERING  
FOR ILLUSTRATION ONLY

NOTE FOUNDATION WALLS AND SLOPE OF GRADE WILL BE DETERMINED BY BUILDER ON SITE AND NOT PER PLANS



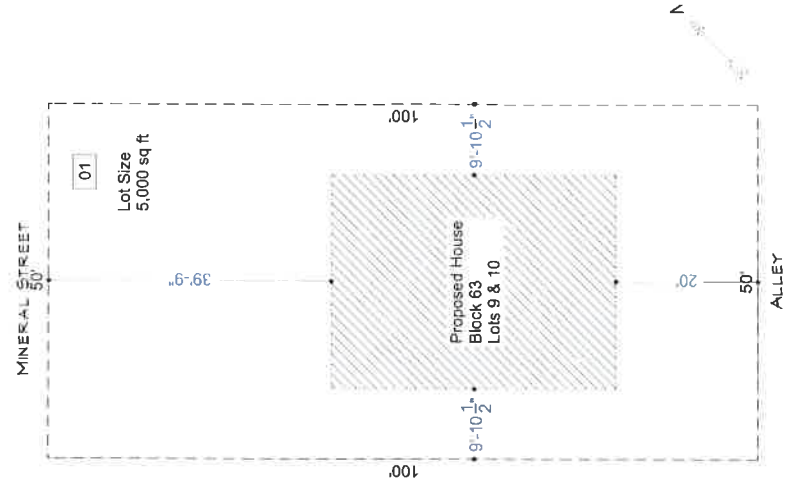
SHEET NO.	A1
DATE	6/12/23
PROJECT	DAWSON RESIDENCE

TITLE	PROJECT OVERVIEW
DATE	6/12/23
SCALE	AS SHOWN

Dawson Residence  
TBD Mineral Street  
Block 63, Lots 9 & 10  
Silverton, CO 81433

**PERMIT SET**  
JUNE 12, 2023

DESIGN STUDY PLANS	CONSTRUCTION LOGS
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PROPOSED SITE PLAN  
1/8" = 1'-0"



THESE PLANS ARE SUBJECT TO ALL APPLICABLE REGULATIONS

DATE PLOTTED: 06/12/23 10:52 AM





The Town of Silverton  
Request for Proposals (RFP)  
Land Use Code Rewrite

**June 13<sup>th</sup>, 2023**

Town of Silverton  
1360 Greene Street  
PO Box 250  
Silverton, CO 81433  
(970) 387-5522

Contents

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## Background

The Town of Silverton is the only incorporated town in San Juan County which is one of 64 Counties in Colorado. As of the 2020 Census, the population of Silverton was 663 residents, and the population of San Juan County was 705 making it the least populous county in Colorado. Silverton is located at 9,318' and it is quite isolated as there is only one paved road (Highway 550) with two access points to town from Durango, 50 miles to the south and Ouray 28 miles to the north, both over major mountain passes. The highways are well maintained and in winter frequent plowing and avalanche control work means that, in normal circumstances, they are rarely closed for more than a few hours at a time. The nearest airports are the Durango-La Plata County airport 62 miles south and Montrose Regional Airport 62 miles north.

In the last 5 years, the Town has been tasked with an increase in development applications for rezoning, building expansions, and new uses. Staff, officials, and applicants are experiencing the currently adopted Municipal Code, and ancillary standards and regulations, are a burden to interpret, navigate, and enforce and do not align with the recently adopted 2022 Silverton Compass Master Plan. The community-wide Master Plan includes goals along with action items to address the community's values and vision for the future of the Silverton community. Recent development applications that conform to the old code but in conflict with the Master Plan are being approved causing strife in the community.

The Town has been planning a code rewrite and update of our Development Standards for over a decade. With the adoption of the 2022 Silverton Compass Master Plan, Development Readiness Assessment complete, and increased staffing in our Planning Department, the town is positioned to finally make the community's vision a reality.

## Scope

The scope of work will be based on the Development Readiness Assessment completed in February 2023, stating that the Town should pursue a comprehensive update to the affected chapters to the Code, the Town plans to do a full re-write of their Land development regulations including but not limited to the subdivision regulations, zoning regulations, Planned Unit Development Regulations, Annexation regulations, definitions, and applicable ancillary sections of the Silverton Municipal Code which are tied to the land development regulations including the Development Standards. The Development Standards will be updated separately but in conjunction with the Land Use Code rewrite.

The approach to modify the land development regulations will involve following the noted priorities for the community which have been identified within the Compass Master Plan. These will include: increase housing capacity while limiting large residential units; and make the code easier to use and understand; and improve predictability of the development review process.

The following has already been accomplished in the Development Readiness Assessment:

Code Audit. Development Readiness Assessment is a technical review of the existing code including the policy recommendations, structure changes, and alignment with the newly adopted Silverton Compass Master Plan.

Building off the Development Readiness Assessment and the 2022 Compass Master Plan, the scope of this project includes:

1. Outline of Proposed Land Use Code Changes. The Consultant shall provide an outline of the proposed changes to the Land Use Code.
2. The Consultant shall use the Development Readiness Assessment to engage the community, boards/commission, other committees, and staff and provide:
  - a. An overview of the proposed structure and substance of the new code.
  - b. Rationale and recommended approach for each identified issue.
3. Draft Land Use Code Changes. The Consultant shall prepare Draft codes based on the outline of proposed development code changes. The Consultant shall provide working maps that show how the proposed changes would be applied.
4. Final Drafts of Land Use Code Changes. The Consultant shall prepare a final draft of the proposed development code and zoning map for public hearing purposes.
5. Attend Public Hearings and Committee Meetings. The Consultant shall be present at appropriate public hearings and committee meetings to present the final drafts of the documents to the Planning Commission and Town Board of Trustees at public hearings. The Consultant shall make changes to the final drafts based on input from the Planning Commission and Town Board public hearings.
6. Adoption and Implementation. The Consultant shall provide a final copy of the land use code in a digital file. For the development code, the digital file shall be modifiable. If applicable, GIS (Geographic Information Systems) data modified or produced for developing the development code shall be compatible with the Towns' GIS.

The Town of Silverton is contracted with Community Planning Strategies for our planning services. The Consultant will be working with CPS planners to organize and address code issues as well as our in-house Community Development Coordinator and the Town Administrator. Community Planning Strategies will be working closely with all entities to facilitate the code rewrite with the Consultant.

Digital attendance for meetings is allowed with the commitment to be in person for community engagement and final presentation.

The project budget is between \$100,000 to \$150,000.

## Resources

Submittals that adhere and encompass key strategies and actions in the 2022 Silverton Compass Master Plan is favorable.

- A copy of the Silverton Municipal Code can be found at:  
[https://library.municode.com/co/silverton/codes/municipal\\_code](https://library.municode.com/co/silverton/codes/municipal_code)
- A copy of the Development Readiness Assessment can be found at:  
<https://drive.google.com/file/d/1jjkhrZQwfmixbb8DyPaFuOfOgkOMdTXL/view?usp=sharing>
- A copy of the 2022 Silverton Compass Master Plan can be found at:  
<https://drive.google.com/file/d/1inf99WhanPnr8BeQbOI-0ebwqHhFzOrM/view?usp=sharing>

## Schedule/Key Dates

Submittals will be accepted starting	June 13 <sup>th</sup> , 2023
Submittal process will end	July 13 <sup>th</sup> , 2023 by 5pm MST
Interviews (if needed)	Week of July 17 <sup>th</sup> , 2023
Proposal Award Notification	July 25 <sup>th</sup> , 2023
Perform Scope of Services	August 2023 through December 2024
Final Code Submitted and Presentations	February 2025

## Submittal Process

The preferred submittal for proposals is electronic via email. Please use the contact information below to submit your proposal. Please direct any questions to the email contacts below.

Proposals shall include the following information:

1. Describe recent direct experience with projects of similar scope and budget.
2. What is a realistic timeframe for this project?
3. Provide any other relevant information regarding knowledge, expertise or other unique qualifications for the project.
4. Project cost estimate.
5. Please describe the public participation process utilized and how much coordination will be provided with respect to the number of meetings with the public, stakeholders, interest groups, etc.
6. Provide a list of 3 to 5 references from projects of similar size and scope.
7. Proposal should not exceed 20 pages in length. This page limit excludes any letters of transmittal, cover pages, and general tab sheets. Pages that include any relevant content on the qualifications of the firm will be included in the page count. The determination of the final page count shall be the sole determination of the Town.

### **Town of Silverton contact information:**

Email communication is preferred by copying both contacts to ensure delivery:

**Lucy Mulvihill**

Community development Coordinator  
1360 Greene Street  
PO Box 250  
Silverton, CO 81433  
970-387-0500  
[lmulvihill@silverton.co.us](mailto:lmulvihill@silverton.co.us)

**Gloria Kaasch-Buerger**

Town Administrator  
1360 Greene Street  
PO Box 250  
Silverton, CO 81433  
970-880-4087  
[gkaasch-buerger@silverton.co.us](mailto:gkaasch-buerger@silverton.co.us)

## Selection Process

The Planning Commission will review the applications and recommend a Consultant to the Board of Trustees who will make the final decision. The Planning Commission will review the submitted information based on the criteria listed below.

### **First Step: Evaluation and Short List Recommendation**

The Planning Commission will initially review and select submittals based on the following criteria:

1. Experience and expertise on similar projects
2. Project Team and their availability/workload
3. Recommendations of past clients and references
4. Proposed fees

### **Second Step (if needed): Interviews/presentations from selected firms**

If needed, two or more firms on the shortlist will be invited for a personal interview and to make presentations to the Board of Trustees. This allows both parties to have an extensive and open dialogue about the project, resulting in a mutual understanding of the expectations and the type of work required.

### **Third Step: Retention**

One firm/Consultant will be selected and any revisions to the scope of work will be discussed along with cost modifications.





Request for Proposals

# Land Use Code Rewrite

Silverton, Colorado

**CLARION**



# CLARION

1600 Stout Street, Ste 1700  
Denver, CO. 80202  
303.830.2890  
[www.clarionassociates.com](http://www.clarionassociates.com)

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Photo Credit:

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Adobe Stock

# CLARION

1600 Stout Street, Suite 1700

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303.830.2890

[www.clarionassociates.com](http://www.clarionassociates.com)

July 13, 2023

Town of Silverton  
Attn: Lucy Mulvihill, Community Development Coordinator  
1360 Greene Street  
Silverton, Colorado 81433

[lmulvihill@silverton.co.us](mailto:lmulvihill@silverton.co.us)

## Re: RFP Submittal -- Land Use Code Rewrite

Dear Ms. Mulvihill and members of the selection committee:

On behalf of the Clarion Associates team, I am pleased to submit this proposal to assist with the Town of Silverton Land Use Code Rewrite.

Clarion Associates is a national land-use consulting firm with offices in Denver, Colorado and Chapel Hill, North Carolina. Clarion has successfully completed dozens of comprehensive plan and development code projects throughout the Rocky Mountain West and across the country. All of these efforts have required a strong focus on community and stakeholder engagement. Our partner in this effort is Hotchkiss-based Urban Rural Continuum, who will provide support on housing issues, code drafting, and community engagement.

Municipal codes have been the focus of our work for over thirty years. Our team members bring experience working in a wide range of contexts—including rural mountain communities. Our experience on the Western Slope includes successful code updates for Glenwood Springs, Carbondale, Mancos, and Dolores, and targeted updates for Ridgway. Current code update projects that are nearing completion include Grand Junction and Eagle.

We believe that our team is uniquely qualified to help the Town successfully navigate this process while crafting a new code that will meet Silverton's needs now and well into the future. We would welcome the opportunity to speak with you further.



Elizabeth Garvin, Director

[egarvin@clarionassociates.com](mailto:egarvin@clarionassociates.com)

(303) 830-2890 ext. 4



Planning | Zoning & Land Use | Sustainability & Resiliency

# FIRM QUALIFICATIONS

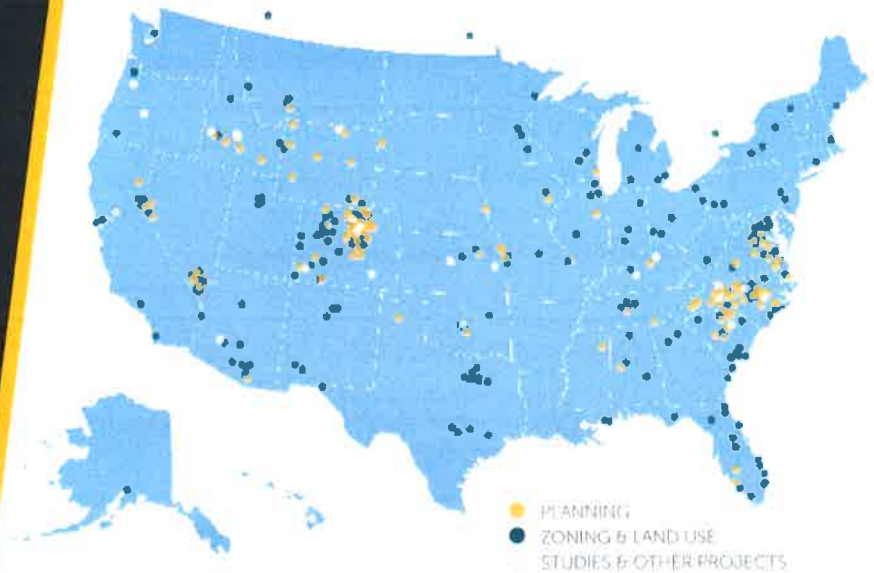
Clarion Associates is a national land-use consulting firm with offices in Denver, Colorado and Chapel Hill, North Carolina, and affiliate offices in Cincinnati and Philadelphia. Since our founding in 1992, Clarion has become particularly known for its expertise in comprehensive planning, development regulations, and plan implementation. We have developed expertise in a broad range of services, including:

- Community and regional plans;
- Community and stakeholder engagement;
- Sustainable plans and codes;
- Zoning codes and development regulations;
- Growth management; and
- Plan implementation strategies.

## CLARION

303.830.2890

www.clarionassociates.com



**31**  
years of  
effective land  
use solutions



**20**  
staff to meet the  
needs of our client  
communities



**600+**  
diverse community  
partnerships



**128+**  
adopted  
community plans



**237+**  
adopted  
development codes

**EXPERIENCE** Public sector plans and codes have been Clarion's core focus for more than 20 years. Many of our staff members have experience working on both plans and codes. This "cross-training" enables allows us to not only provide effective plan and policy direction, but to also build in recommendations regarding future code updates that may be needed to implement the plan. We are often hired to implement those recommendations following the adoption of the plan—either through targeted code amendments as an extension of the plan process or as a standalone code rewrite. Clarion has a reputation for preparing plans and codes that are accessible to stakeholders and the community while still being very strong on substance to ensure that they meet the needs of plan administrators and decision-makers. We accomplish this by focusing on organizational structure, the development of clear and concise policy language, legibility of key plan concepts, and use of illustrative graphics and images. We are highly experienced at translating complex concepts and technical data into user-friendly language and graphics.

**WHY US** Clarion takes a hands-on approach with all of its projects. Our ability to do this is supported by our emphasis on maintaining a relatively small, but highly skilled and efficient staff. We establish strong working relationships with our clients that extend from the first set of meetings through adoption.



### URBAN RURAL CONTINUUM

Urban Rural Continuum (URC) is a planning consulting firm located in the North Fork Valley just outside of Hotchkiss, Colorado. This two-person firm works with public, non-profit and private-sector clients on a wide range of projects to facilitate positive change. Much of the firm’s work has focused on housing, economic and demographic research, and project management. With the addition of Shay to the firm, the focus has expanded to include land use code analysis and updates, entitlements, comprehensive and strategic planning among others.

Shay Coburn is a Senior Planner with public and private experience, primarily in Colorado. She is passionate about helping communities document and achieve their goals and brings strong communication and organization skills to every project. She recently completed an assignment as the Interim Community Development Director in Delta, Colorado, where she oversaw all aspects of planning and building in the city. Prior to that, she was the Town Planner in Ridgway, Colorado, where she was responsible for all planning and many other town projects. She previously worked at the Department of Local Affairs, where she ran the Colorado Main Street program, and at Clarion Associates, a land use consulting firm, where she analyzed regulatory barriers to housing affordability, prepared comprehensive plans, and revised land use codes for communities in Colorado and across the country. Shay holds a Master of Urban and Regional Planning and an undergraduate degree in Environmental Design from the University of Colorado.



Website: <https://urbanruralcontinuum.com/>

# PROJECT QUALIFICATIONS

## GRAND JUNCTION, COLORADO

### Zoning & Development Code Update



Grand Junction, Colorado is a fast growing mid-sized city of approximately 65,000 residents located about 20 miles from Colorado's western border with Utah, commonly referred to as the "Western Slope." Though Grand Junction is one of the largest municipalities along the Western Slope, it maintains and takes pride in its "small-town" feel while providing regional shopping, employment, and outdoor recreation amenities, healthcare services, a successful university, an activated riverfront, and an increasingly popular Downtown. After the adoption of a new One Grand Junction Comprehensive Plan in 2020, Clarion Associates was selected to draft a new Zoning and Development Code to help implement the plan. Additionally, a portion of the funding for the project was provided through an Innovative Housing Strategies Planning Grant from the Colorado Department of Local Affairs (DOLA) that required the consideration of several targeted strategies to updating the Code to promote the development of affordable housing.

Throughout the drafting process, staff, stakeholders, and residents frequently highlighted the desire to see not only more housing, but more housing types throughout the city, the need for increased multi-modal connectivity and less dependence and design around vehicles, and regulations that protected the city's defining natural resources including parks and open space, the river, and dark skies. Finding the balance between ensuring high quality, resilient, and affordable development while keeping construction and administrative costs down resulted in, not



surprisingly, some challenging conversations. The keys to keeping those conversations successful and productive were: (1) purposeful relationship building, (2) clearly and jointly identifying issues, (3) providing a range of options to addressing those issues, (4) leaving time for consideration, and (5) working through the benefits and/or shortcomings of each option. Fundamentally this came from doing the intentional listening that accompanies change. The project is scheduled for completion in the summer of 2023.

[View the One Grand Junction Zoning & Development Code Update](#)

#### Reference

Tamra Allen  
Community Development Director  
970-256-4023  
tamraa@gjcity.org

## Land Use and Development Code Update



Clarion Associates started a community-based process to update the Land Use and Development Code (LUDC) in mid-2021, focused on accomplishing four key goals:

1. Implement Elevate Eagle, the 2021 Comprehensive Plan,
2. Create complete and internally consistent regulations,
3. Update the regulations to address important local priorities, and
4. Build a set of regulations that are user-friendly.

In early 2022, the Town expanded the LUDC update project to include consideration and implementation of a series of innovative affordable housing strategies established through a recently adopted state law and supported by grant funding.

Eagle's existing land development code was adopted in 1976 and had lost a great deal of relevance as development changed over the years. As a result, the new development in Town has been approved through planned development, a process that is flexible at the start and typically frozen in time just as new development styles emerge. Combined with a precipitous rise in housing prices, Eagle found itself with a code that made development difficult in a market that needed a faster and more efficient process to induce new construction. Clarion, partnered with Economic & Planning Systems (EPS) housing economists, has been working with the Town to modernize the LUDC and find opportunities to create housing-supportive development (and redevelopment) patterns that work with the scale and design of the various areas of the Town. Changes will include updated residential zone districts that allow a range of missing middle housing, focus on more mixed-use development

to create second story and higher housing options, and wrestling down real (and perceived) parking issues. Eagle also needs to remain cognizant of high-country hazards, such as wildfires and erosion issues and stay mindful of the impacts of climate change on water supply and wildlife habitats. These issues will be addressed through both updated development standards and zoning map revisions that consider environmental impact. Other key changes have included an early update to the sign code, expansion of the administrative approval process through the creation of more specific use standards, and a lively discussion about architectural design that will result in new standards and the creation of a design review board.

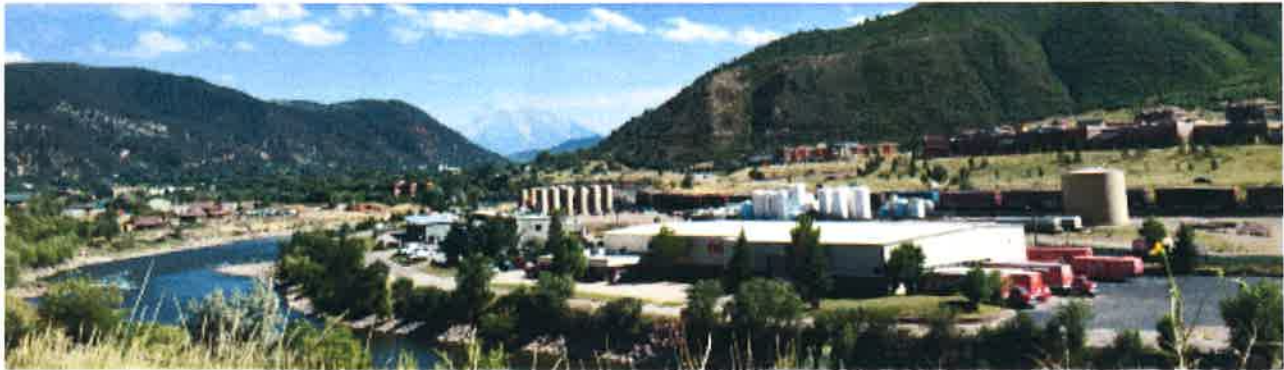
Including the entire community in the housing discussion is key to the project's community engagement strategy and Eagle staff has worked closely with the Clarion team to find residents wherever they are. Outreach events have included a cookout at the local beer-league softball games, a pop-up tent at the concerts-in-the-park series, participation in the local Art Walk, and a number of coffee talks that were sweetened with a few pastries. The project has included two online surveys that generated a few hundred responses, and monthly LUDC Update Committee meetings that are open to the public. Project informational materials have been provided in English and Spanish and an interpreter has been provided at some of the outreach events.

### Reference

Chad Phillips, A.I.C.P., Community Development Director/Town Planner  
970.328.9655  
[chad.phillips@townofeagle.org](mailto:chad.phillips@townofeagle.org)

# GLENWOOD SPRINGS, COLORADO

## Development Regulations Update



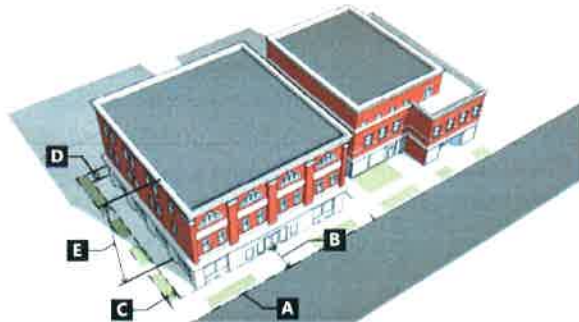
**Article 070.020: Zoning Districts**  
**070.020.100 Mixed-Use Core (M2) District**  
 (a) Purpose

**070.020.100 Mixed-Use Core (M2) District**

**(a) Purpose**

The M2 district is intended to accommodate walkable and active development within Glenwood's core commercial areas, including but not limited to central downtown. The M2 district includes the most recognizable and prominent areas of Glenwood Springs and therefore places an emphasis on high-quality building and site design, as well as the surrounding streetscape. The M2 district is intended to allow for a mix of residential and nonresidential uses while ensuring compatibility with surrounding established neighborhoods.

Figure 020-8: M2 District Dimensional Standards



**(b) Standards**

Table 020.12: M2 District Dimensional Standards		Other Key Standards	
<b>Lot Standards, Minimum</b>		Measurements and Exceptions	070.020.120
A Lot Area (sq ft)	None	Table of Allowed Uses	070.020.125
Landscaped area (%)	None	Use-Specific Standards	070.020.126
<b>Setback's, Minimum</b>		Development Standards	070.020.127
B Front, min (ft)	None	Landscaping, Screening and Fencing	070.040.020
Front, max from street to (ft)	40	CVS-Street Parking and Loading	070.040.025
Front, max from street to (ft)	20	Nonresidential and Mixed-Use Site and Building Design	070.040.028
C Side, min (ft)	None		
D Rear, min (ft)	None		
<b>Building Standards, Maximum</b>			
E Building height (ft)	47'		

Note: (1) 40 feet max building height by special review



Clarion Associates worked with the City of Glenwood Springs to revise their development regulations. Phase 1 in 2015 included preparation of a development regulations analysis and assessment, including an annotated outline detailing how the new development regulations would be organized. That document included several recommendations for improving Glenwood's development regulations, based on best practices from other communities and feedback from stakeholder outreach.

Phase II, which kicked off in March 2016, involved an overhaul of Glenwood's development regulations, based on the recommendations from Phase I and supplemental guidance from a Project Advisory Group and staff. The update to the development regulations occurred in three modules to separate the document into manageable parts for internal and public review. The first module, Administration and Procedures, included improvements to the procedures for development review. The second module included a revised lineup of zoning districts and amended use regulations, addressing mixed-use and reducing barriers to infill and redevelopment. The final module focused on development standards, including the addition of a new suite of sensitive area protection tools. The final code integrated input received during public review of the three modules. The code was adopted unanimously in August 2018.

**Reference Contact Info**

Gretchen Ricehill, Senior Planner  
 970.384.6428  
[gretchen.ricehill@cogs.us](mailto:gretchen.ricehill@cogs.us)





## MANCOS, COLORADO

### Land Use Code Update

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Located west of Durango, Mancos is one of the gateway communities to Mesa Verde. The Town had outgrown its dated regulations with the growth and change they had seen over the past decade. Elizabeth, prior to rejoining Clarion, worked with the town to update the Land Development Code to better implement the comprehensive plan and to include modern, best-practice based standards to regulate development going forward. The new LUC has an expanded list of zone districts that will help guide context-appropriate downtown growth as well as new sensitive lands and cluster development standards that will be applicable as Mancos expands into its growth areas. Working with the planning commission and board of trustees, Elizabeth has also helped the town prepare standards for infill development, sign regulations in conformance with the Town of Gilbert decision, and updated parking requirements to better reflect different pedestrian and vehicular character areas. The Mancos LDC project used a project specific website to provide updated project information to the community along with live outreach through meetings, interviews, and a very successful (and fun!) booth at the Mancos Days celebration.

#### Reference Contact Info

---

Heather Alvarez, Town Administrator  
[halvarez@mancoscolorado.com](mailto:halvarez@mancoscolorado.com)



## DELORES, COLORADO

### Land Use Code Update

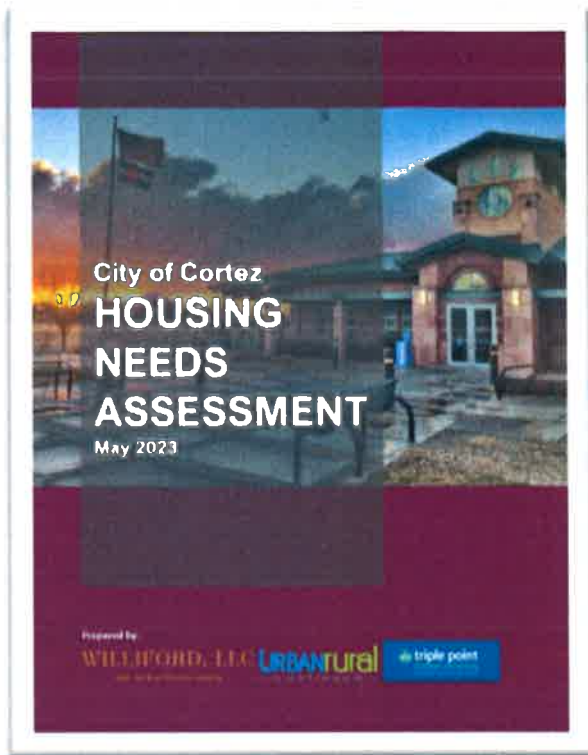
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The Town of Dolores' previous land use code was originally derived from a very different (resort) community and did not reflect the Town's history, eclectic style, or plans for the future. Prior to rejoining Clarion, Elizabeth worked with Dolores to truly recode the town and establish a more comprehensive set of land development standards for its next era. The new LUC includes mixed-use zone districts, standards for natural and environmental hazards, short-term rental regulations, and a complete set of common and general procedures. Following LUC adoption, the Town obtained affordable housing funding from DOLA and is in the process of making a few targeted amendments to increase opportunities for the creation of affordable housing

#### Reference Contact Info

---

Ken Charles, Interim Town Manager  
[manager@townofdolores.com](mailto:manager@townofdolores.com)



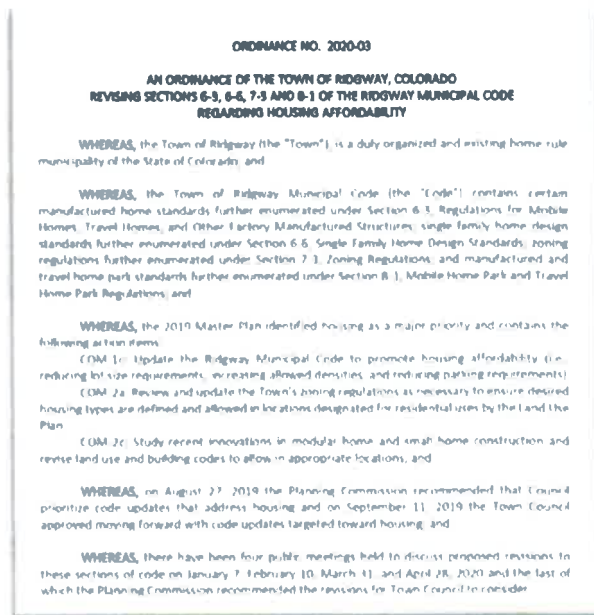
## CORTEZ, COLORADO

### Housing Needs Assessment

URC was part of the consultant team that completed Cortez’s Housing Needs Assessment. This included demographic and economic analysis, assessment of the housing inventory, new construction activity over time, and housing market conditions (for sale and rental market). The Needs Assessment also included a detailed look at land use regulations to identify barriers to housing production, along with suggestions for code improvements. URC was actively involved in all aspects of this project and participated in committee meetings, conducted interviews, completed in-depth research and analysis, and assembled and formatted the document. The City is actively using the Needs Assessment to inform an Action Plan and make changes to their land use codes.

#### Reference Contact Info

Rachael Marchbanks, Community and Economic Development Director  
 907.564.4046  
[rmarchbanks@cortezco.gov](mailto:rmarchbanks@cortezco.gov)



## RIDGWAY, COLORADO

### Affordable Housing Code Updates

After the completion of an updated Master Plan, Shay led efforts to update the municipal code to remove barriers and provide incentives for affordable housing development. This work was done in coordination with Clarion Associates and included education and outreach, many public meetings and a lot of fine tuning to determine what would work for the citizens and the Town. The final code updates were adopted in 2020 and can be found in Ordinance No. 2020-03 (see page 32 of [this Town Council packet](#) for the detailed staff report and redline of the code, see page 30 of [this Town Council packet](#) for the Ordinance).

#### Reference Contact Info

Jen Coates, former Town Manager  
 970.729.1142  
[coates.jennifer.a@gmail.com](mailto:coates.jennifer.a@gmail.com)

# PROJECT SCOPE

This document outlines a proposed approach for the Silverton Land Use Code (LUC) Update project. Our proposed approach consists of four phases:

- **Task 1:** Project Orientation
- **Task 2:** Annotated Outline of Proposed Land Use Code Changes
- **Task 3:** Draft New Land Use Code and Zoning Map
- **Task 4:** Land Use Code Adoption

Although some key meetings are identified at the task level as part of this approach, a more general task for community and stakeholder engagement is included in Tasks 2 and 3. It is assumed that each of these tasks represents a major “round” of community and stakeholder engagement that will include numerous meetings and opportunities for input. The specifics of each of these rounds of community and stakeholder engagement and other aspects of the approach will be formalized as part of the Public Participation Plan during Task 1.

## TASK 1: PROJECT ORIENTATION

### 1.1 PROJECT MANAGEMENT TEAM AND PROJECT INITIATION

Clarion will participate in a virtual kickoff meeting with the Town staff (including CPS) to finalize the preliminary scope, schedule, and budget for the project, and coordinate on the specifics of executing project initiation and issue identification tasks, such as gathering background documents and data files and scheduling meetings.

Following the project orientation meeting, we will work closely with the Town's project manager and CPS to maintain regular project communication. We anticipate this will include standing coordination calls, generally bi-monthly, or as needed, along with additional updates to coordinate all outreach efforts. Clarion will set up a centralized data-sharing portal on SharePoint to streamline the transfer of documents among the team.

### 1.2 PROJECT WEBPAGE AND BRANDING

Clarion will work with Town staff to develop a dedicated project webpage on the Town's website to serve as a clearinghouse for project news and updates. The project webpage will also serve as a portal for interim documents and public input opportunities throughout the process. A recognizable project logo and “brand” will also be established for use on all project materials, advertisements, and documents, as well as the webpage.

### 1.3 PUBLIC PARTICIPATION PLAN

As one of the initial steps in the process, we will work with Town staff to prepare a detailed Public Participation Plan (PPP). The PPP will draw from our experience working with a range of communities across Colorado and the western U.S.

and incorporate strategies that we've found to be consistently effective. The PPP will emphasize the importance of engaging project stakeholders and community members in the process early, and again at important milestones during the process. We anticipate that the core components of the PPP will include:

- **Elected and Appointed Official Study Sessions.** Periodic study sessions with the Planning Commission and Board of Trustees will be held at key points during the process to provide progress updates, present preliminary recommendations, and seek input on major policy decisions. We anticipate providing progress updates at least eight times over the course of the project.

- **Stakeholder Group Meetings.** We find it valuable in most major code rewrite projects to establish a Stakeholder Group (or Steering Committee) comprised of developers, neighborhood organization representatives, business owners, and other stakeholders with experience using the code. Stakeholder Group meetings will generally correlate to the review of interim drafts and major project milestones. We anticipate the Stakeholder Group may need to meet six to eight times over the course of the project.

- **Multiple input opportunities for the community.** Helping the community understand how topics they care about—housing affordability, responsible growth, green infrastructure, and others—will be addressed as part of the LUC update process (and why their input matters) will be essential. Each round of public engagement will be tailored to fit the types of input needed at that stage in the process and will include a variety of opportunities for input. We anticipate holding multiple community outreach meetings for each project deliverable, such as two to three days of

community meetings in a variety of settings for the Annotated Outline Report. There will be four rounds of community meetings during the drafting process along with at least one round of community meetings prior to starting the adoption process.

Regardless of whether meetings are conducted virtually or in-person, information presented at the meetings will be made available on the project website. We will work with Town staff to develop informational materials—social media posts, flyers, doorhangers, map-based “tours,” and other high and low-tech methods to help inform the public about why the LUC is important and encourage participation in online input opportunities or in-person events. A draft of the PPP, identifying meeting dates, types, and materials will be developed prior to the project kick-off meetings. Based on input received at those meetings, we will work with Town staff to finalize and implement the PPP over the duration of the project.

#### 1.4 DOCUMENT REVIEW

Clarion will conduct a thorough review of relevant documents and background materials. We anticipate that this review will include, but not be limited to the Compass Master Plan, Development Readiness Assessment, current LUC; the zoning map; administrative rules; examples of approved development permits, conditional approvals, and variances, and other relevant plans, ordinances, and policies as identified by the Town.

#### 1.5 PROJECT ORIENTATION MEETINGS

Clarion will work with Town staff to schedule a series of on-site and/or virtual interviews with Town staff, key stakeholders, Planning Commission, and the Town Board to discuss the Compass Master Plan and Development Readiness Assessment implementation strategies gather concerns and comments. These discussions will be designed to help the consultant team gain a clear understanding of code users’ perceptions about how the existing regulations work (and don’t work) in practice and help identify any additional issues and practical problems that need to be addressed by as part of the project. Following the meetings, Clarion will prepare a summary of input received. The summary will be circulated to those who participated in the initial interviews and posted to the project website.

### TASK 1 SUMMARY: PROJECT ORIENTATION

#### CLARION RESPONSIBILITIES

- Draft Public Participation Plan
- Develop project logo and webpage content
- Conduct stakeholder interviews
- Review background documents identified as relevant by staff
- Prepare for and facilitate project orientation meetings

#### TOWN STAFF RESPONSIBILITIES

- Review and provide input on draft Public Participation Plan
- Transfer copies of current code, along with plans and other relevant background materials (as needed)
- Organize stakeholder interviews, participate in interviews as appropriate
- Establish project webpage

## TASK 2: ANNOTATED OUTLINE OF PROPOSED LUC CHANGES

### 2.1 LUC ANNOTATED OUTLINE – STAFF DRAFT AND STAKEHOLDER REVIEW

Clarion will start the substantive drafting process with an annotated outline of a new LUC, working off of what was developed in the Development Readiness Assessment. The purpose of an annotated outline is to allow Town staff, elected and appointed officials, and the public an opportunity to review the overall structure of the proposed revisions and identify any significant changes or missing content categories before the actual drafting begins. The annotated outline will set out the proposed structure of the LUC in detail, providing commentary to explain the purpose and scope of each new or amended provision and how it relates to the Development Readiness Assessment and Compass Master Plan. We will also review the Silverton Municipal Code to identify LUC-related sections that may need to be updated following LUC adoption. Updating those sections is not included in the scope or fee for this project but could be included as an optional, additional task.

We agree with Silverton that this step is critical to:

- Allow consideration of options and best practices,
- Help establish a proposed new structure for the new LUC that meets the Town’s objectives,
- Clarify how current and new sections will work as a whole, and
- Provide an early opportunity to make corrections or suggest other approaches before significant time and resources are spent on actual drafting.

The first draft of the Annotated Outline Report will be prepared for internal staff review only. This review allows staff time to provide Clarion with substantive feedback and identify any factual errors or major issues that should be adjusted in the document prior to public review. Following staff revisions, we will review the annotated outline with the Stakeholder Group to collect additional insight into the new LUC content and organization. Stakeholder Group revisions will be made as needed and then Clarion will release the Annotated Outline Report for community review.

### 2.2 LUC ANNOTATED OUTLINE REPORT - COMMUNITY ENGAGEMENT

We will convene outreach meetings with the community and Town officials to discuss the Annotated Outline Report and receive comments. The general objective of these meetings will be to gain consensus on the general approach to the LUC update and identify key parameters of the issues to be addressed. In our experience, obtaining early consensus on the approach contained in the annotated outline is a crucial step toward ensuring that the remainder of the process proceeds smoothly and effectively. Details of the outreach meetings will be defined in the Public Participation Plan.

## TASK 2 SUMMARY: ANNOTATED OUTLINE OF PROPOSED LUC CHANGES

### CLARION RESPONSIBILITIES

- Prepare staff draft of Annotated Outline Report for staff review and feedback
- Update Annotated Outline Report to incorporate staff edits; review with Stakeholder Group, edit as needed and distribute public draft
- Complete website updates and prepare public outreach materials
- Prepare for and facilitate meetings and other outreach (as defined in the PPP) to present Annotated Outline Report and solicit feedback

### TOWN STAFF RESPONSIBILITIES

- Provide feedback on staff draft version of Annotated Outline Report
- Coordinate community and stakeholder meeting logistics and participate as appropriate

## TASK 3 DRAFT NEW LAND USE CODE AND ZONING MAP

### 3.1 STAFF AND STAKEHOLDER GROUP DRAFTS (MODULES 1-3)

Based on the Compass Master Plan, Development Readiness Assessment, and Annotated Outline Report, Clarion will develop a new Land Use Code for Silverton that is user-friendly and includes the agreed-upon substantive elements. The new code will include updated content based on best practices and local preferences, and emphasize the use of graphics, tables, and charts to explain zoning and land use concepts, instead of voluminous text. Areas that will benefit from illustrations will be noted (though actual illustrations may not be finalized until regulatory standards are refined in later drafts). The draft will include commentary where necessary to explain changes from current practice and the rationale behind new provisions. The preliminary draft will be intended for discussion primarily among staff and the Clarion team.

Because a new code will likely include a substantial amount of new information, it would be difficult for any review body, or the public, to read, analyze, and edit in a single meeting. We recommend dividing the drafting process into three manageable installments (called modules) as follows:

- **Module 1:** Zone Districts, Uses, and Zoning Map;
- **Module 2:** Development Standards; and
- **Module 3:** Administration and Procedures.

We propose this drafting and review order because it usually works well in communities where our team has worked; however, the exact composition of the modules and schedule for the drafting can be determined in consultation with staff following the completion of the Annotated Outline Report.

Clarion will prepare a “staff draft” of each module, which will be sent first to the internal project team for review and comment. Each module will include updates of measurements and definitions associated with the module content, allowing the definition section to be built gradually with each module. Additionally, each draft module will be accompanied by a transmittal memo that summarizes major new features in the drafts, significant changes from current provisions, and explanations of the new material.

While staff is reviewing the first module, Clarion will begin drafting of the second installment, and so on. In this way, drafting and staff review proceeds in a relatively efficient process. We ask staff to consolidate and reconcile their comments on each installment and share them with the Clarion team for a follow-up discussion about changes and edits.

Clarion will make a round of staff edits to the draft and share the revised version with the Stakeholder Group for a facilitated review and discussion meeting. We will then make a round of Stakeholder Group edits as needed for the creation of a public review draft. Each public review draft will be designed to meet Colorado website accessibility requirements.

### 3.2 PUBLIC REVIEW DRAFT/COMMUNITY ENGAGEMENT: MODULES 1 - 3

For each module, Clarion will prepare for and conduct a series of community meetings and online engagement activities designed to share each of the modules with the community and gather feedback and comments. Details for each round of engagement will be defined in the Public Participation Plan as part of Task 1.

## TASK 3 SUMMARY: DRAFT NEW LAND USE CODE AND ZONING MAP

### CLARION RESPONSIBILITIES

- Prepare staff drafts of the Land Use Code (in three installments)
- Prepare an internal review and public draft of the updated Zoning Map
- Prepare Stakeholder Group drafts of the Land Use Code (in three installments)
- Prepare public review drafts of the Land Use Code (in three installments)

### TOWN STAFF RESPONSIBILITIES

- Review staff draft of code modules and provide consolidated written comments
- Organize meetings for presentation/discussion of proposed LUC modules (including notices)

## TASK 4 LAND USE CODE ADOPTION

### 4.1 CONSOLIDATED ADOPTION DRAFT AND FINAL ZONING MAP

Based on comments received from staff, Stakeholders Group, Planning Commission, Board, and community, we will revise the public review draft modules to create a final, consolidated draft of the new Land Use Code (in Microsoft Word format) and updated zoning map to be carried forward into the adoption process. This draft will include final versions of all illustrations. We will also prepare a final cover memorandum and matrix of major changes that allow for comparisons between the current and proposed LUC.

### 4.2 PUBLIC HEARINGS AND WORKSHOPS

Clarion will provide support, in the form of materials or presentation assistance, during the LUC adoption process. Clarion team members will be available for attendance at up to four public workshops and/or hearings on the new code before the Planning Commission and Town Board.

Following the adoption process, and based on direction from staff, we will revise the adoption draft to create the adopted version of the new Land Use Code for the Town's files and sharing with

Municode. Files will be provided in both PDF and Microsoft Word format.

### 4.3 STAFF TRAINING

Clarion will provide resources to assist staff with implementation of the updated LUC through a "start-up" period not to exceed six months. We will work with Town staff to determine what types of resources would be most beneficial as the process progresses. Examples of the types of resources we have provided previous clients include assistance with the preparation of administrative manuals, procedural checklists for development review, training in Microsoft Word styles (to assist in maintaining the numbered outline format of the document as it is amended over time), crosswalks between old and new regulations, and training sessions to familiarize other departments with the new code.

## TASK 4 SUMMARY: LAND USE CODE ADOPTION

### CLARION RESPONSIBILITIES

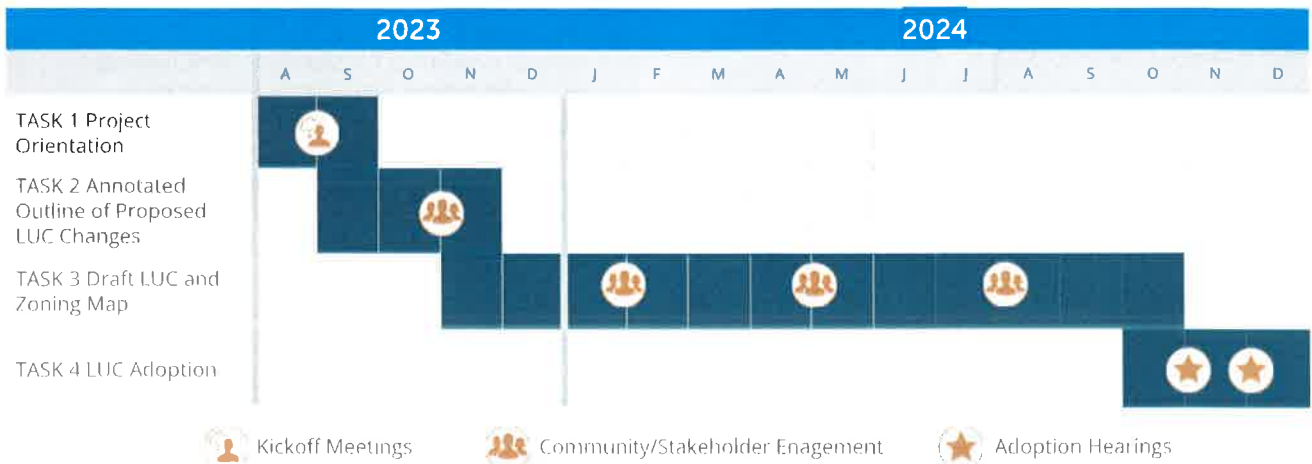
- Prepare adoption draft of the LUC (one consolidated document)
- Participation in public hearings and workshops
- Prepare final LUC document following adoption and transfer files to Town staff
- Provide staff training following LUC adoption

### TOWN STAFF RESPONSIBILITIES

- Organize presentation and adoption meetings and hearings (including notices)

# PROJECT TIMELINE

Based on our experience, we believe a 17-month timeline resulting in adoption is realistic for the proposed scope of work (though the actual adoption date depends on political factors and thus can be somewhat unpredictable). We are happy to further discuss alternatives with you at the discretion of staff and/or the evaluation committee. We summarized our proposed schedule in the table below.





# Elizabeth Garvin, Esq., AICP

DIRECTOR PROJECT MANAGER



Elizabeth Garvin is a consulting planner with Clarion Associates and she works in the Denver office. Elizabeth is both an attorney and a planner and she has practiced in both disciplines. She has prepared both traditional and FBC/hybrid code update projects for cities, towns, and counties across Colorado and the country; drafted topic-specific code provisions covering issues such as ADUs, sustainability, and signs; served as an expert witness on land use issues; and organized and undertaken numerous code-related public participation processes. Prior to working with Clarion, Elizabeth founded Community ReCode, was the Planning Director for SAFEbuilt Studio, and practiced law with Spencer Fane.

Ms. Garvin is a frequent speaker and author on planning and regulatory topics, including serving as an advisory board member for the Rocky Mountain Land Use Institute as well as RMLUI's legal columnist to the Western Planner. Recently, Elizabeth co-authored the April 2018 APA Zoning Practice article entitled Living with Form-Based Codes and presented on the same topic at the 2018 APA National Conference in New Orleans. She was a co-presenter at the Bettman Symposium on Equity and Zoning at the 2019 APA National Conference.

## EDUCATION

Juris Doctor  
University of Kansas

Master of Urban Planning  
University of Kansas

Bachelor of Environmental Studies  
University of Kansas

LL.M. in Dispute Resolution  
University of Missouri

## CERTIFICATIONS

Licensed Attorney in Missouri and Kansas

Charrette Certified  
National Charette Institute

## PUBLICATIONS

Practice Adaptive Reuse, Zoning Practice,  
American Planning Association  
Feb 2022

Legal Challenges to Short-Term Rental  
Rules: There's a Test for That, The  
Western Planner, RMLUI Legal Corner  
March 2020

Homeless in Public, American Planning  
Association, Planning Magazine  
Feb 2020

## KEY PROJECTS

- Town of Eagle, Colorado Land Use and Development Code Update
- Bozeman, Montana Code Audit for Affordable Housing
- Billings and Yellowstone County, Montana Zoning Code Updates
- Cedar Falls, Iowa Downtown Vision Plan and Zoning Code Update
- Larimer County, Colorado Land Use Code update
- King County, Washington Department of Permitting and Environmental Review, Best Practices in Code Enforcement
- Branson, Missouri Unified Development Code and Sign Code  
*2018 Missouri Unified Development Code*
- Mancos, Colorado Land Use Code Update
- Cedar Rapids, Iowa Unified Development Code and User's Guide  
*2018 Iowa Unified Development Code*





**Gabby Hart, AICP**

SENIOR ASSOCIATE  
CODE DRAFTING

Gabby is an Associate in Clarion's Denver office. Prior to joining Clarion, Gabby worked in the public sector on a wide variety of projects including long-range plan updates for the City of Centennial, and development application review, development review process improvements, and drafting development code updates for the City of Boulder. Gabby embraces her self-appointed role as the "voice of development review," ensuring high-quality work products that are both innovative and functional to administer. She is passionate about finding the unique solutions that best serve each community and strives to produce equitable outcomes. Gabby enjoys speaking at local and national conferences where she embraces the opportunity to combine her sense of humor with her planning knowledge.

**Land Development Regulations**

- Arapahoe County, CO Land Development Code Updates
- Boise, ID Zoning Code Rewrite
- DOLA Model Land Use Code
- Grand Junction, CO Zoning & Development Code
- Parker, CO Land Development Ordinance Modernization
- Larimer County, CO Land Use Code Update



**Brody Smith**

ASSOCIATE  
CODE DRAFTING

Brody is an Associate with Clarion's Denver office. Raised in Wyoming, he has a soft spot for rural communities and is passionate about preserving them. He worked previously as an associate planner with a regional transit agency, gaining valuable experience in local government and public policy. Brody has a Bachelors in Sociology from Purdue University and a Masters in Public Administration from Syracuse University.

**Land Development Regulations**

- Eagle, Colorado Land Use Code
- Lawrence, KS Land Development Code
- Park County, WY Land Use Plan



**Holly White**

DESIGN LEAD  
GRAPHICS AND MARKETING

Ms. White is an Associate in Clarion's Denver office. Bringing her expertise in 3D visualization and Graphic Design skillset to the Clarion team, she works to support a wide range of projects. Her passion for designing illustrative logos, clean infographics, and overall project branding help Clarion to deliver clear and beautifully designed graphics. Ms. White has a diverse background in Urban, Landscape, and Web Design. Above all, Ms. White is enthusiastic about helping cities and towns preserve their character while enhancing public spaces and engagement.

**Land Development Regulations**

- Colorado Springs, CO ReTool COS Development Code Graphics
- Grand Junction, CO Zoning & Development Code
- Larimer County, CO Land Development Code
- Pueblo County, CO Land Development Code



## SHAY COBURN, Senior Planner

Ms. Coburn is a planner with public and private experience, primarily in Colorado. She is passionate about helping communities document and achieve their goals and brings strong communication and organizational skills to every project.

Ms. Coburn previously served as the Community Development Director for the City of Delta and as the Planner for the Town of Ridgway. In these roles, she spearheaded code updates including many public meetings, managed the preparation of new comprehensive plans with a lot of public engagement, and prepared and presented on many diverse topics. Prior to working in local government she worked for the Colorado Department of Local Affairs managing the Colorado Main Street Program and helping revitalize historic downtowns. Ms. Coburn started her planning career at Clarion Associates where she analyzed regulatory barriers to affordable housing, reorganized and revised land use codes, and prepared comprehensive plans.

She has volunteered for post-hurricane Katrina disaster assistance in New Orleans, Cajas National Park in Ecuador, and Habitat for Humanity in Bolivia.

### Contact

shay@urbanruralcontinuum.com  
970.872.8682  
www.urbanruralcontinuum.com  
PO Box 904  
Hotchkiss, CO 81419

### Education

Master of Urban and Regional Planning  
University of Colorado Denver (2009)

Bachelor of Environmental Design  
University of Colorado Boulder (2007)

### Professional Memberships

Colorado Chapter, American Planning Association

### Selected Project Experience

- City of Cortez [Housing Needs Assessment](#) (2023)
  - Authored Chapter 7, Land Use Regulations Scan
- City of Delta, Comprehensive Plan: [Delta Unleashed](#) (2021)
- Town of Ridgway (2019-2020)
  - Targeted code updates for affordable housing, Ordinance No. 2020-03: see page 32 of [this Town Council packet](#) for the detailed staff report and redline of the code, see page 30 of [this Town Council packet](#) for the ordinance
  - [2019 Master Plan](#)

# PROPOSED BUDGET

A preliminary project budget, broken down by tasks, is below. It includes all professional fees and expenses. The budget includes all costs for preparing materials for the meetings in the scope.

This cost estimate is based on the firm's experience with similar projects. All numbers are preliminary and open to discussion and negotiation. We are flexible and committed to developing a work plan, division of labor, and budget consistent with Silverton's resources and objectives.

Silverton, Colorado Land Use Code							
Task	Team Member	Clarion				Subconsultant	Total
		Garvin	Hart	Smith	White		
	Billable Rate \$/Hour	\$200	\$125	\$80	\$90	Coburn \$140	
<b>Task 1: Project Orientation</b>							
1.1 Project Management Team and Project Initiation		1	2	1	1	1	6
1.2 Project Webpage and Branding		0	2	0	4	0	6
1.3 Public Participation Plan		1	2	0	1	2	6
1.4 Document Review		8	12	8	0	12	40
1.5 Project Orientation Meetings		16	16	8	0	16	56
Project Management/Coordination meetings w/staff		2	2	2	2	2	10
<b>Phase 1: Total Hours</b>		<b>28</b>	<b>36</b>	<b>19</b>	<b>8</b>	<b>33</b>	<b>124</b>
<b>Phase 1: Total Labor</b>		<b>\$5,600</b>	<b>\$4,500</b>	<b>\$1,520</b>	<b>\$720</b>	<b>\$4,620</b>	<b>\$16,960</b>
<b>Person trips</b>		<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Phase 1: Total Travel</b>		<b>\$950</b>	<b>\$950</b>	<b>\$0</b>	<b>\$0</b>	<b>\$950</b>	<b>\$2,850</b>
<b>Phase 1: TOTAL</b>		<b>\$6,550</b>	<b>\$5,450</b>	<b>\$1,520</b>	<b>\$720</b>	<b>\$5,570</b>	<b>\$19,810</b>
<b>Task 2: Annotated Outline</b>							
2.1 LUC Annotated Outline/Staff + Stakeholder		8	40	20	10	20	98
2.2 LUC Annotated Outline: Community Engagement		10	30	8	8	30	86
Project Management/Coordination meetings w/staff		2	2	2	0	2	8
<b>Phase 2: Total Hours</b>		<b>20</b>	<b>72</b>	<b>30</b>	<b>18</b>	<b>52</b>	<b>192</b>
<b>Phase 2: Total Labor</b>		<b>\$4,000</b>	<b>\$9,000</b>	<b>\$2,400</b>	<b>\$1,620</b>	<b>\$7,280</b>	<b>\$24,300</b>
<b>Person trips</b>		<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Phase 2: Total Travel</b>		<b>\$950</b>	<b>\$950</b>	<b>\$0</b>	<b>\$0</b>	<b>\$950</b>	<b>\$2,850</b>
<b>Phase 2: TOTAL</b>		<b>\$4,950</b>	<b>\$9,950</b>	<b>\$2,400</b>	<b>\$1,620</b>	<b>\$8,230</b>	<b>\$27,150</b>
<b>Task 3: Draft New LUC and Zoning Map</b>							
Staff + Stakeholder Drafts		30	100	60	42	40	272
Public Review Drafts and Community Engagement		30	90	30	20	60	230
Project Management/Coordination meetings w/staff		5	5	0	0	5	15
<b>Phase 3: Total Hours</b>		<b>65</b>	<b>195</b>	<b>90</b>	<b>62</b>	<b>105</b>	<b>517</b>
<b>Phase 3: Total Labor</b>		<b>\$13,000</b>	<b>\$24,375</b>	<b>\$7,200</b>	<b>\$5,580</b>	<b>\$14,700</b>	<b>\$64,855</b>
<b>Person trips</b>		<b>1</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>8</b>
<b>Phase 3: Total Travel</b>		<b>\$950</b>	<b>\$2,850</b>	<b>\$950</b>	<b>\$0</b>	<b>\$2,850</b>	<b>\$7,600</b>
<b>Phase 3: TOTAL</b>		<b>\$13,950</b>	<b>\$27,225</b>	<b>\$8,150</b>	<b>\$5,580</b>	<b>\$17,550</b>	<b>\$72,455</b>
<b>Task 4: Land Use Code Adoption</b>							
4.1 Consolidated Adoption Draft and Zoning Map		8	54	40	10	30	142
4.2 Public Hearings and Workshops		20	40	10	0	40	110
4.3 Staff Training		0	16	16	0	20	52
Project Management/Coordination meetings w/staff		0	0	0	0	0	0
<b>Phase 4: Total Hours</b>		<b>28</b>	<b>110</b>	<b>66</b>	<b>10</b>	<b>90</b>	<b>304</b>
<b>Phase 4: Total Labor</b>		<b>\$5,600</b>	<b>\$13,750</b>	<b>\$5,280</b>	<b>\$900</b>	<b>\$12,600</b>	<b>\$38,130</b>
<b>Person trips</b>		<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>6</b>
<b>Phase 4: Total Travel</b>		<b>\$1,900</b>	<b>\$1,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,900</b>	<b>\$5,700</b>
<b>Phase 4: Total</b>		<b>\$7,500</b>	<b>\$15,650</b>	<b>\$5,280</b>	<b>\$900</b>	<b>\$14,500</b>	<b>\$43,830</b>
<b>Project Total Hours</b>		<b>141</b>	<b>413</b>	<b>205</b>	<b>98</b>	<b>280</b>	<b>1137</b>
<b>Project Total Labor</b>		<b>\$28,200</b>	<b>\$51,625</b>	<b>\$16,400</b>	<b>\$8,820</b>	<b>\$39,200</b>	<b>\$144,245</b>
<b>Project Total Person Trips</b>		<b>5</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>7</b>	<b>20</b>
<b>Total Travel Expenses</b>		<b>\$4,750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,750</b>
<b>Total Fees: Labor and Expenses</b>		<b>\$32,950</b>	<b>\$51,625</b>	<b>\$16,400</b>	<b>\$8,820</b>	<b>\$39,200</b>	<b>\$148,995</b>
<b>Total Fees: Labor and Expenses</b>							<b>\$148,995</b>



# CLARION



Planning | Zoning & Land Use | Sustainability & Resiliency

Engineering, Reimagined



# Proposal

Land Use Code Rewrite

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SILVERTON, COLORADO

JULY  
2023

July 13, 2023

Town of Silverton  
Gloria Kaasch-Buerger  
Town Administrator  
1360 Greene Street  
Silverton, CO 81433

Lucy Mulvihill  
Community Development Coordinator

210 East Main Street  
Montrose, CO 81401  
1-800-213-3860  
KLJENG.COM



**RE: Proposal for the Town of Silverton Land Use Code Rewrite**

Dear Gloria, Lucy, and Selection Committee:

The Town of Silverton demonstrates a proactive stance by undertaking the rewriting of the land development code, aiming to facilitate residents and businesses in their pursuit of well-managed and sustainable development projects. This comprehensive approach seeks to streamline guidelines, enhance review processes, and promote harmonization with existing regulations and plans. As a result, planning and economic development activities benefit from increased efficiency. KLJ Engineering (KLJ) proudly presents a dedicated team of experienced community and transportation planners who bring a wealth of expertise in community planning to your project. The value KLJ brings includes:

- TEAM OF EXPERTS** – Neil Putnam, AICP, a former City Planner and County Official, brings more than 30 years of local government experience and has familiarity and a passion for working in smaller communities. Jason Reimer, PE, has five years of civil engineering and development experience in the Colorado Western Slope region. The KLJ team includes highly skilled professionals in various disciplines, including expert planners, engineers, public engagement specialists, grant writers, illustrators, and GIS experts. With this diverse and highly skilled team, we bring extensive experience in preparing comprehensive economic development strategic plans, conducting market studies, developing public policies, conducting economic impact analysis, and formulating housing strategies. Our dedicated team will manage and oversee the project, operating from our Montrose office. Being located in close proximity, we are open to negotiating fees and services to accommodate the specific needs of the Town and provide for a mutually beneficial partnership.
- FOCUS ON SMALL, DIVERSE, RURAL COMMUNITIES** – For 85 years, KLJ has served small, rural, and diverse communities throughout the upper Midwest and the Rocky Mountain states. We recognize the evolving needs of smaller communities, which face increasing challenges in building resilience, capacity, and sustainability. At KLJ, we are committed to assisting the leaders of Silverton in cultivating comprehensive solutions to address short and long-term housing challenges, foster economic development, and enhance community pride. Our expertise lies in delivering a contemporary, consistent, compliant, and compatible land use code tailored specifically to the unique needs of the Town, while providing alignment with other plans and ordinances. Drawing from our experience in providing similar planning services to Ouray County, Monte Vista, Southern Ute Indian Tribe, and various other communities in Colorado, our team brings local familiarity and specialized expertise to support Silverton's goals.
- DEDICATED IN-HOUSE PUBLIC ENGAGEMENT TEAM** – Effective public engagement and consensus building are essential elements in the development of a successful land use code. At KLJ, we take pride in being one of the few engineering firms equipped with an in-house, dedicated public engagement team. This team specializes in infrastructure development, planning, design, and construction, offering a unique combination of technical expertise and effective communication strategies. With a focus on maximizing public engagement, even in a virtual environment, our team of skilled professionals will bring forward creative ideas and solutions. Furthermore, our talented and experienced graphic design team will contribute high-quality, user-friendly, and visually appealing graphics and illustrations to enhance the engagement process. We are committed to collaborating closely with the Town to implement a robust public engagement process that provides meaningful participation and fosters community involvement.

We look forward to working with the Town of Silverton on the future vision of your community. Please feel free to contact us with any questions at 970-567-9396 or [jason.reimer@kljeng.com](mailto:jason.reimer@kljeng.com).

Sincerely,  
**KLJ Engineering (KLJ)**

Jason Reimer, PE  
Project Manager

A handwritten signature in blue ink, appearing to read 'Neil Putnam', is written over a faint, light blue circular watermark or background.

Neil Putnam  
Lead Planner

ENGINEERING, REIMAGINED

# Firm Information



KLJ was founded in Dickinson, ND in 1938. In 2012, our corporate headquarters moved to Bismarck, ND. Your project will be based from KLJ's local Montrose office.

**KLJ – Bismarck**  
4585 Coleman Street  
Bismarck, ND 58503  
701-355-8400

**KLJ – Montrose**  
210 E Main Street  
Montrose, CO 81401  
800-213-3860

[KLJENG.COM](http://KLJENG.COM)

KLJ Engineering LLC (KLJ) is a multi-disciplined engineering consulting firm specializing in the municipal and transportation markets. Since 1938, KLJ has served city, county, state, federal, Departments of Transportation (DOT), Tribal, and private clients, providing planning, design, and construction engineering services for community planning and infrastructure projects. We are an employee-owned firm with a staff of more than 500 in 24 offices across Colorado, North Dakota, South Dakota, Minnesota, Montana, and Wyoming.

KLJ expanded to the Colorado market in mid-2018 with an office in Denver and has since opened offices in Grand Junction and Montrose, growing to nearly 60 team members in Colorado. Several of our key team leads have spent most of their careers serving the Colorado market, bringing familiarity with the region and relationships with local municipalities, utilities, and contractors.

KLJ brings 85 years of experience serving small, rural communities throughout the upper Midwest and Rocky Mountain Regions. A key value add we provide our clients is our grant assistance to help our clients secure state and federal funding to move their projects forward. We offer a dedicated grant writing team who has assisted our clients in securing more than \$485 million in grants over the past 15 years. We can assist the Town of Silverton with grant writing services, if needed, in the future.

## Statement of Philosophy of Customer Service Levels to Clients

KLJ is committed to providing clients with an exceptional experience when working with us. Each client has a unique perspective on what an exceptional experience may be, and for that reason, we find that communication is the key to project success. Understanding each client's needs, wants, and preferences is a critical part of not only kicking off a project, but for continued success throughout the project. Whether in the early planning phases of a project or at project close-out, we are committed to delivering great service and value to each client interaction – every project, every time. Our current Colorado clients include:

- » City of Arvada
- » City of Delta
- » City of Fort Lupton
- » City of Grand Junction
- » City of Monte Vista
- » City of Montrose
- » City of Rifle
- » City of Steamboat Springs
- » Town of Bayfield
- » Town of Collbran
- » Town of Dinosaur
- » Town of Eagle
- » Town of Gypsum
- » Town of Parachute
- » Town of Poncha Springs
- » Town of Rangley
- » Town of Silt
- » Town of Telluride
- » Clear Creek County
- » Gunnison County
- » Huerfano County
- » Mesa County
- » Montrose County
- » Ouray County
- » Colorado Parks and Wildlife
- » Southern Ute Indian Tribe

TOWN OF SILVERTON LAND USE CODE REWRITE

KLJ offers a full breadth of engineering services, including:



Grant Writing



Public Engagement



Community & Transportation Planning



Site Development



Traffic Engineering



Roadway Design



Structures - Bridges & Culverts



Structures - Buildings



Water & Wastewater



Telecommunications & Broadband



Environmental



Right-of-Way



Survey



Aviation



GIS Mapping



Construction Management



# Project Understanding and Approach

## Project Understanding

The Town of Silverton is seeking a full re-write of their Land Use Code (LUC) that aligns with the goals and objectives of the 2022 Compass Master Plan and advances the plan into action. The Town desires a LUC that provides connectivity, consistency, compatibility, and compliance to serve Silverton and provide sound and managed growth that preserves the character, assets, and way of life the residents desire, while enhancing the visitor experience, welcoming new residents, and encouraging economic investment. The Development Readiness Assessment provides more specific recommendations on structure, terminology, and processes. The new LUC will address subdivision, zoning, Planned Unit Developments, definitions, and ancillary sections of the code that deal with development.

The 2022 Plan identified five policy strategies: 1. Improve our Existing Infrastructure, 2. Responsible Land Use, Growth and Development, 3. Environment and Natural Assets, 4. Building Community Trust and Improving Governance, 5. Strengthen our Economy. These strategies and the recommendations of the Readiness Assessment are foundational in preparing a Land Use Code that is applicable, implementable, suitable, and user-friendly. The new LUC must recognize that most of Silverton is in a National Historic Landmark District. *It is worth noting that Neil Putnam has extensive experience in historic preservation.*

### Compass Master Plan Values



A Real Town with Real People



Access to Recreation



Connection to Nature



A Good Place to Live and Raise a Family



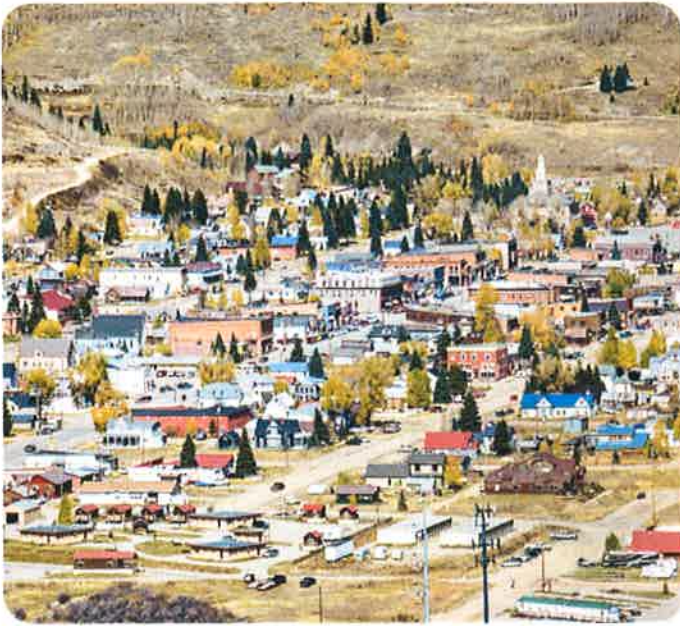
Ability to Make a Difference

Silverton's development is 'highly constrained' due to physical limitations; thus significant expansion is limited, except in a couple areas. Infill and redevelopment are the most likely type of development. With this, we understand most infrastructure and utilities are already available. Based on Jason's previous role as Town Engineer (with SGM), he understands that systems in different parts of town are aging, inadequate, under-capacity, and require upgrading. Our team will conduct a thorough examination of past evaluations of the existing infrastructure and utilities. This review aims to provide that the new LUC includes planning for infrastructure and utilities replacement or upgrading as parts of town redevelop or expand. Furthermore, the implementation of new public policy and planning will greatly enhance the Town's ability to secure external resources.



Successful economic and community development demands attainable housing. Housing choices need to be available for those who want to lease or own, desire different types, densities, neighborhoods, and amenities. The LUC should provide a regulatory structure that provides options, standards, and placement that are consistent with the 2022 plan. The majestic landscape, precious resources, and natural habitats contribute to beauty and attractiveness of the community. Preservation of these features requires public policy that protects the environment and provides responsible development that do not harm the outdoors. The Town seeks to address unattractive sites and blight, and improve the utilization of developable space. A collaborative effort by KLJ, Town staff, CPS, and the community will provide a unique code that provides predictability, transparency, consistency, and provides decision makers guidance and rationale for fair, reasonable, and compliant decisions.

A vibrant business community that provides goods and services, employment, and entertainment are important to a community. Downtowns are often described as the community's living room. It is the social gathering place for leisure, shopping, and special events for residents and visitors. The LUC should provide opportunities for mixed uses and incubators to adjust to



today's economy. Downtown housing may add to housing choices that provide occupancy and additional income for business owners. The LUC should also support exploration of niche markets, remote working, entrepreneurship, and other economic opportunities that take advantage of the recreational and tourism experiences that Silverton has available. The town also wants to explore new commercial and light industry development.

Silverton desires a LUC that respects the small-town culture, family-friendly neighborhoods and preserves economic, environmental, and cultural values. Regulations and processes should support the Town's wishes to provide attractive neighborhoods with amenities, connectivity that serves a compact, planned 'mountain town' with standards that provide security, privacy, green space, safety, and property value. The code should provide for innovation and creative opportunities to address critical needs, such as housing and economic growth, that are suitable for Silverton. Innovation, creativity, and "out of the box" ideas to provide attainable and available housing and employment should be examined.

**The City's new LUC should be flexible to provide solutions for unique, innovative, and exciting opportunities, while at the same time provide predictability as well as maintaining the heritage and culture.**

## Project Approach

KLJ has completed many projects like yours; however, no two projects are exactly alike. Each project and client has unique nuances, dynamics, conditions, and resources. Together, we will invest in listening and understanding the issues from those who live, work, and play in Silverton. They will have a voice in development of code updates and public policy. We will examine standard practice or models within and outside Colorado with similar characteristics that may be suitable for Silverton. The project will not be a cut-and-paste exercise or a boiler plate. Some aspects will be common in nearly every code and required by law; however, we propose a dynamic, implementable, practical, flexible, innovative, and applicable code that is suitable for Silverton and incorporates the recommendations of the Readiness Assessment. KLJ's team of graphic artists, GIS experts, and visual technicians will provide user-friendly and appealing illustrations and easy-to-understand exhibits, matrixes, charts, and maps. In consideration of the budget, prioritization of the desired features of the visuals and graphics may be needed.

The compilation of plans, ordinances, and policies will be organized, analyzed, examined, and verified. Town officials and stakeholders will be interviewed to help identify inconsistencies, deficiencies, redundancy, misplacement, obsolescence, impracticality, and unenforceable aspects of the code, that may have been overlooked or have come to light since the Readiness Assessment completion. Town officials and stakeholders will provide input on implementation, enforcement, and applicability of the code and the current practices affecting development directly and indirectly. A special emphasis will be placed on housing capacity and economic development. Proposed alternatives will be vetted. We may not recommend changes to certain sections of the code; however, adjustments to administrative policy and practices may be recommended, again in alignment with the Compass Plan and the Readiness Assessment.

**Bureaucratic exercises and redundant paperwork fuels frustration from constituents, and staff are sometimes in the awkward position of following outdated codes and policies.**

**Let's fix that by streamlining processes with user-friendly technology, appropriate requirements, understandable language, and straight-forward applications to allow effective, efficient, and prompt review.**

The LUC should be harmonious to other town codes and policies and compatible with the county, especially the three-mile area. We will address mitigation strategies to minimize or prevent conflicts to transitional areas, especially in rural to urban developments. Infill development, rehabilitation of existing, adoption for different uses, urban renewal, and abatement will be examined. The team will coordinate with the Town to examine infrastructure, physical conditions (blight), environmental concerns, and limitations that may hinder development or specific



activities. Identification of areas that cannot or should not be developed will also be completed. In short, we will ask why are we regulating, what is the desired outcome or behavior, and what will be the impact of the regulation?

Recognizing environmental conditions and protecting the natural resources is a strategy that will be incorporated into the LUC. The policies, standards, and processes will require that development provide protection of sensitive, scenic, and historic areas by incorporating mitigation, buffering, and restoration. Water and energy conservation should be addressed. Protective measures from natural disasters should also be incorporated, to provide safe access and recreation for those who want to enjoy the scenic outdoors and nature and not interfere with wildlife and the environment. The awareness of issues involving climate change will be a significant consideration. The code will provide resiliency and sustainability by requiring initiatives that are actionable in the development process.

A common result of code updates is non-conformity of structures and land. Neighborhoods with unique layouts, older construction, or physical characteristics may have non-conforming properties or uses. A new code will create non-conformities, especially in areas of infill. These areas and uses will be identified and mapped, and adjustments to standards, uses, or other allowances may be recommended to minimize impact if a non-conformity continues. The goal is reducing the need for variances. Inconsistent decision-making and approval or disapprovals without adequate reasoning too often create unpredictability that results in 'strife'. We propose incorporating the goals from the Compass Plan and recommendations from the Readiness Assessment to produce a code that provides uniformity and consistency in a format and text that is void of a lot of legal and planning jargon. The code will provide an open process to be flexible and amendable if unique situations do happen.

We encourage the Town's legal counsel to be consulted. The nexus between the code and the Compass Plan and Readiness Assessment will become more definitive. The code will be comprehensive, concise, and contemporary. The ultimate goal of the new code is to be forward looking and implementing the community's vision. The new LUC will be a tool that is fair, equitable, and informative for transparent and accountable decisions. Additionally, the integrity of the application and review process will be maintained, and community trust of the decision makers will be enhanced. The project will provide maps and other materials to complement the code to the extent allowed by the budget.

## Task Outline



### 1. PROJECT MANAGEMENT

We recommend a precontract scoping meeting (virtual). This will solidify a schedule, milestones, and responsibilities of KLJ, Community Planning Strategies (CPS), and the Town. A communication plan between KLJ and the Town will be established. This will provide immediate feedback from the staff to KLJ so that issues can be addressed promptly. Monthly progress reports will be provided. Invoicing and accounting will be determined along with financial reporting. KLJ, CPS and Town staff will collaborate to determine the most appropriate public engagement strategies, scheduling, and arrangements.



### 2. ANALYSIS OF OF EXISTING CONDITIONS AND RESEARCH

KLJ will request access to relevant plans, studies, codes, policies, applications, proceedings, maps, and processes that will provide background for analysis, examination, and data for an evaluation of the current situations. This task also involves collaboration with CPS, Town staff and other key individuals identified by the Town. KLJ will be asking what are the recent hot topics or immediate issues that may or may not have been addressed in the Compass Plan or the Readiness Assessment. This may be done in conjunction with a Kick-Off meeting that KLJ will attend in person. Examination of San Juan County's policies and regulations, especially in the three-mile area, will be conducted. The Compass Plan and Readiness Assessment will be the guiding framework for the new LUC. Special attention will be given to housing issues. We will identify property targeted for annexation and property that should be preserved and not developed. Our team will examine environmental concerns, infrastructure requirements and capacity, and energy and water resources. KLJ civil engineers will review the maps, ordinances, standards, and practices. A base map will be prepared by our GIS team, that may include infrastructure, land uses, features, parcels, and other information that may illustrate existing and future developments.



### 3. OUTREACH AND ENGAGEMENT

KLJ's in-house public engagement team is dedicated to providing the Town of Silverton with a public engagement strategy that draws from the community's biggest asset – the people! To do that, we will work with the Town and CPS to create a public engagement plan that may utilize in-person meetings and workshops, representation at community events, and online engagement. Knowing that there are barriers, we will work to provide opportunities for engagement in a variety of ways, making it easy and inclusive for the whole community to participate. The exact strategies, techniques, and services will be agreed upon during the initial contract pre-scoping meeting.



## Public Participation Process

KLJ's overall approach to public participation for the Silverton Land Use Code rewrite is based on open conversations, gaining an understanding of issues and concerns, and ultimately building a code that is implementable for the Town of Silverton. We understand that retaining the town's charm and character are important for the residents of Silverton, and we will work with stakeholders and community members to balance the charm of Silverton with the appropriate development policies.

We will first develop a public participation plan that identifies key messages, challenges and opportunities, resources, key stakeholders, roles and responsibilities, milestones, committee meetings, and marketing efforts. Building from the work that has been done on the Compass Master Plan, our focus here will be to understand the values that Silverton wants to retain and identify a vision for future development for the Town of Silverton.

**A robust, transparent, and comprehensive public engagement process during the development of the objectives, will provide valuable insight on what the community desires.**

Our initial outreach will include having conversations and/or focus groups with specific stakeholder and special interest groups such as town staff and elected officials, developers and builders, school district, economic development representatives, business owners, and San Juan County officials. We want to listen to the varying perspectives in our initial outreach to gain an understanding of issues so we can start to develop potential solutions. Our stakeholder outreach efforts will be conducted largely in-person; however, we can coordinate virtual meetings or phone conversations as needed. This focused feedback from those deeply involved in development in Silverton will give us insights into what is working and what is not working in the current code. Suggestions for additional regulations, policies and procedures will be solicited.

In addition to targeted stakeholder outreach, our first round of engagement efforts will include gathering feedback and input from the broader community.

We recommend to do this in several ways:

**Public Open House:** This in-person opportunity will give people an understanding of the Land Use Code rewrite, how their input can help in the development of policy that fits within the vision of Silverton and gain an understanding of the type of development the public would like to see in their community. To save costs, we recommend conducting stakeholder interviews during the same time frame as the open house. Again, this will be determined during the pre-contract scoping process.

**Surveys:** The use of surveys will be utilized to understand such things as housing options, economic development opportunities, public uses, and where infill opportunities might exist. We have had success in partnering with local businesses in this effort and distributing drink tickets or coupons to each person who completes a survey. Additionally, we would offer the survey online and direct our marketing efforts to the website for people to participate. The survey will be designed to identify key issues and prevailing public concerns. This exercise can determine general topics of the code that deserve extra attention.

**Online:** Our team is well versed in developing project websites utilizing the Social Pinpoint Platform as a hub for interactive mapping allowing people to drag and drop comments on various topics onto a map. The website also serves as an information center for project information, milestones, timelines, documents, and more. Additional social media venues may be considered, and traditional media outlets will be utilized.

After this round of engagement and participation, our team will work to incorporate the feedback and input into a draft code. Working with the Town we will refine elements of the draft code before taking it to the public for another round of stakeholder and public outreach. They will have the opportunity to see how their input was utilized in the code rewrite and provide additional comments and feedback on draft elements.



This is an example of a current project for Ouray County Comprehensive Plan:



## 4. DRAFT CODE PREPARATION

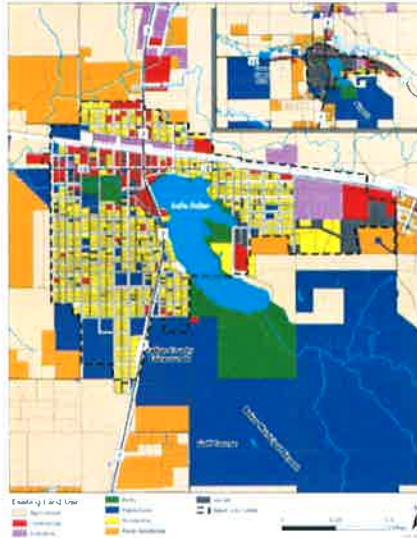
The goal is a code that provides consistency in decision-making and is user friendly. Following the initial public engagement and outreach activities, the input will be reconciled, documented, and logged to be reviewed and analyzed by KLJ, CPS, and the Town. Common themes, concerns, issues, and ideas will be identified and highlighted. Draft formats, flow charts, illustrations, and matrixes will be provided to town staff and CPS for comments. The planning commission will provide their feedback on the findings from the public engagement. Then a draft code and map will be prepared by KLJ in coordination with Town staff and Community Planning Strategies. The team will examine the alignment and connectivity of public input and planning commission feedback to the Compass Plan and

the Readiness Assessment. Conflicts, inconsistencies, and new issues will be identified for the planning commission's consideration. The draft code and zoning map should be reviewed by the town attorney and the planning commission, and appropriate revisions made. The draft will be made available on the website to the public for comment and we propose an open house that KLJ staff will facilitate (see Task 3). The team will work with codifiers to assure the new code is compatible with the municipal code. An impact analysis, enforcement recommendations, and compliance with the applicable building and fire codes will be conducted.



## 5. FINAL PREPARATION AND ADOPTION

Following the second engagement process, responses from the public to the draft code will be examined and presented to staff, CPS, and planning commission for their input, and they will direct KLJ on updates to the draft code. KLJ will then prepare a Final Draft and zoning map that will be released to the public on the website, and the notice and scheduling of the planning commission hearing will commence. KLJ staff will be present at the planning commission public hearing to answer questions from the public and the commission. Following the decision of the planning commission, noticing and scheduling of the Town Board's public hearing and adoption will commence. KLJ staff will attend the Town Board meeting. The final copy will be provided in a digital file, which will be modifiable and compatible with the GIS system.



## 6. IMPLEMENTATION STRATEGIES

The code review process may include suggested changes to forms, practices, constituent flyers, and research. We will identify sectors that may require continuous review and analysis. We may suggest tools or techniques to measure the effectiveness and impact of the regulation. KLJ has a strong track record of providing this kind of follow-up to the development and adoption of an LUC. For example, requests for unforeseen uses, many variance requests, unique economic development projects needing special accommodations. The details of this process cannot be determined until the draft code is completed. We offer this service on a time and direct expense basis. KLJ will provide supporting documents that may not be part of the code, but will supplement or complement the code, this will be dependent on the available budget.



## 7. CLOSEOUT

This will be final invoicing and delivery of printed documents and other materials requested by the Town. Closeout is the opportunity to address any additional services that may have been previously identified, but outside the scope of these tasks.



# Key Personnel and Availability

We have organized a team of expert community planners, engineers, public engagement professionals, graphic designers, and visualization technicians focused on serving the specialized needs of small and rural communities. The following biographies highlight the expertise of each team member.



**Jason Reimer, PE | Project Manager/Engineering Lead**  
 14 Years of Experience | Professional Engineer – CO, TX, NM, AZ, UT | BS Civil Engineering | 40% Available

Jason is a licensed professional engineer who joined KLJ in January 2022. Over his 14-year career, Jason has had the opportunity to consult on a broad range of projects for various clients, including private, municipal, county, and state entities. His experience spans drafting, design, project management, construction management of aviation, land development, sports field/park, street, and water and wastewater collection systems projects. Jason has also conducted various drainage and master plan studies for the communities he represents. His relevant experience includes:

- » Project Manager | Highway 50 Planning and Design | Poncha Springs, CO
- » Project Manager | Hillside Street Reconstruction | Delta, CO

- » Project Manager | Nannice Ditch Diversion Project | Southern Ute Indian Tribe, Ignacio, CO
- » On-Call County Engineer | Ouray County
- » On-Call Town Engineer (SGM) | Silverton, CO



**Neil Putnam, AICP | Lead Planner**

35 Years of Experience | American Institute of Certified Planners | BS Political Science and Sociology | 40% Available

Before joining KLJ, Neil had a productive career serving as City Planner for the City of Mitchell, SD for more than 23 years, in addition to his 10 years in county government and two years as a Congressional staff member. He has more than 35 years of experience in public administration and service, including planning; community development, public policy analysis, development,

advocacy, and implementation; public finance, real property inventorying, classifying, and appraising; management; right-of-way (ROW) acquisition and permitting; and constituent service. Most recently, Neil served as co-author for the City of Mitchell's current zoning code. Over the years, he also supplied guidance on comprehensive planning for future growth and has been a major contributor to many of the city's major projects. Neil also has experience in historic preservation, environmental assessments (EA), census, and other data collection, grant writing, government research, code analysis and preparation, public engagement and facilitation, public finance and budgeting, and emergency response policies. He was elected South Dakota Planners Association President (four years), and Western Central Association Chapter of American Planning Association Executive Board member (representing South Dakota, North Dakota, Wyoming, and Montana), with two terms as Vice President. Neil is also a member of the Colorado Chapter of the American Planning Association and the North Dakota Planning Association. His relevant experience includes:

- » Project Manager | Land Use Code Update | Monte Vista, CO
- » City Planner | City of Mitchell | Mitchell, SD
- » Planner | Land Use Ordinance Rewrite | Ouray County, CO
- » Planner | Long Range Transportation Plan | Pennington County, SD



**Joel Quanbeck, AICP | Senior Planner/Advisor**

32 Years of Experience | American Institute of Certified Planners | BS Sociology, Minor Emergency Management | 25% Available

Joel has more than 30 years of professional planning experience in the Upper Midwest and Mountain West regions. Some of his most significant experience areas include comprehensive planning, zoning and subdivision ordinances, socio-economic analysis, public involvement, emergency management, and floodplain management. Joel has provided planning services to counties, cities, townships, metropolitan planning organizations (MPO), state government departments, private developers, and both public and private non-profit organizations. These varied projects allow him to understand the perspectives of and effectively serve a wide variety of organizations, as well as small to medium-size local governments. Joel has also completed large projects of regional significance, such as a regional land use plan, a regional emergency management needs assessment, and a statewide transit needs assessment.

In addition to writing comprehensive plans and land use codes for counties, cities, and townships, Joel has provided planning administrative services to them. This means he understands the practical issues of implementation, as well as the theoretical issues of code development. Joel has been asked to lead training workshops at annual conferences of statewide organizations, such as the North Dakota League of Cities, and to provide topical instruction at the Western Planning Resources annual conference. His relevant recent experience includes:

- » Project Manager/Lead Planner | Land Development Code Update | Ward County, ND
- » Senior Planner | Land Use Code Update | Monte Vista, CO
- » City Planner | Contract Planning Services, including Analyzing Current Municipal Code, Preparing Zoning Ordinance and Subdivision Ordinance Amendment Recommendations, and Support Ordinance Compliance | Valley City, ND
- » Project Manager/Lead Planner | Subdivision Regulations Update and Model Zoning Ordinance | Cass County, ND



**Dave Wiosna, AICP | GIS Analyst/Planner**

7 Years of Experience | American Institute of Certified Planners | MS and BS Geography | 35% Available

Dave is a planner with seven years of experience in transportation and community planning. He has worked on corridor studies, county transportation plans, long-range transportation plans, transit plans, land use analysis, city and county comprehensive plans, hazard mitigation plans, Tribal transportation plans, and various GIS projects. Dave has extensive experience performing GIS analysis and has contributed to subsequent planning documents. His experience includes:

- » GIS Analyst | Land Use Code Update | Monte Vista, CO
- » Planner/GIS | Transportation Plan Update | Southern Ute Tribe, Ignacio, CO
- » GIS Analyst | Master Plan | Ouray County, CO
- » Planner/GIS | Growth Policy Update | Fallon County, MT
- » Planner/GIS | Master Transportation Plan | Meade County, SD



**Jamie Olson | Public Engagement Lead**

18 Years of Experience | BS Marketing | 40% Available

With 18 years of communications, marketing, and public relations experience, Jamie serves as communication and branding manager for KLJ's public engagement team. In this role, she brings a unique perspective combining strategic communication and creative public engagement. This includes building, implementing, and managing public engagement campaigns that are well-branded and employ a variety of tools utilizing traditional and digital/virtual components to communicate transportation projects and programs to stakeholders and the public. Jamie's expertise includes communicating project information in an approachable way and customizing material to fit the appropriate audience. This may include website development, social media posts, video scripts, printed material, press releases, speeches and talking points, presentation material, and more. Each project brings its own unique set of challenges and Jamie works diligently to understand issues, listen, and inform through a thoughtful, consensus building approach. Prior to joining KLJ, Jamie served as public information officer

for 10 years with the North Dakota Department of Transportation (NDDOT). While in that role, she managed and coordinated efforts for the department's external public information programs across the state, including coordinating public engagement campaigns during some of NDDOT's largest and busiest construction seasons. Jamie's experience includes:

- » Public Engagement | Master Transportation Plan | Pennington County, SD
- » Public Engagement | Prairie Island Indian Community Land Use Planning Services for Elk Run Property | Welch, MN
- » Public Engagement | Sunset Drive Corridor Study | Mandan, ND



**Stacie Cornett | Graphics/Website**

23 Years of Experience | AAS Information Technology | 35% Available

Stacie has 23 years of experience providing graphic and layout services for KLJ. She assists project managers with compiling, formatting, and displaying information in a format that is easy to comprehend and is visually appealing, including creation of custom graphics. Stacie has assisted with layout and design of various report types, including transportation plans, public involvement reports, National Environmental Policy (NEPA)-required environmental reports, and various survey reports. Coordinating with GIS staff, she has implemented a process for map graphic design that conforms to specifications of clients. Stacie also creates public input materials for clients, such as graphics, presentations, poster boards, handouts, and postcards. Her graphics ability and experience with multiple engineering specialties provides the client with a professional final product catered specifically to their needs. Stacie's experience includes:

- » Graphics/Website | Land Use Code Update | Monte Vista, CO
- » Graphic Designer | Columbia Falls, Kalispell, and Whitefish Urban Area Transportation Plans | Flathead Valley, MT
- » Graphic Designer | Highway 10 Corridor Study | Clear Lake to Saint Cloud, MN
- » Graphic Designer | Highway 23 Corridor Study | Milaca, MN
- » Graphic Designer | Highway 59 and Highway 108 | Pelican Rapids, MN



**Avi Zohari | Visualization Specialist**

7 Years of Experience | CAD Drafting Certification | 25% Available

Avi is a talented visual designer specializing in 3D modeling for various infrastructure projects including highways, power plants, and landscape architecture. He has seven years of experience producing high-quality visuals and animation for engineering design projects with a strong attention to technical details. Additionally, Avi is proficient in CAD drafting software and programs and has a large amount of experience working with the 3D grading of site topography and terrain. Examples of his work include:

- » Visual Designer | Brush Creek Roundabout | Crested Butte, CO



- » Visual Designer | TH 3/Robert St Pre-Design | Saint Paul, MN



- » Visual Designer | Grand Forks Belmont Road and 5th Street Intersection | Grand Forks, ND





# Relevant Experience

KLJ has a full-time staff of 10 community and transportation planners dedicated to serving the needs of municipalities from comprehensive land use, housing, economic diversification, and long-range planning to code, ordinances, and regulation updates, including capital improvement plans, funding, and GIS mapping. Our community planners bring a wealth of plan development and implementation experience and most have a background of serving in similar community administrative and community planning roles. We will utilize our team's expertise to help you with the rewrite of your land use code. KLJ is experienced and passionate about preserving the small-town character and enhancing opportunities for those who choose to live, work, and visit in rural America.



## EVERYONE KNOWS EVERYONE

In small towns, typically everyone knows everyone. This means that as elected and appointed officials carrying out the responsibilities of your offices, you will be making decisions that will not always be favorable to some of your friends and neighbors. It is valuable to have clear guidance from the comprehensive plan and the land development regulations that will allow you say you are following established policies and regulations.



## RETAIN CULTURE

Retaining the character and charm of Town of Silverton is important as land use is being evaluated and considered for growth.



## EXCITEMENT FOR NEW GROWTH

The anticipation of growth often leads to a mentality of saying "yes" to any proposal that will add a new business or housing in the community without regard for consistency with plans, regulations, and zoning resulting in "spot zoning" issues down the road.



## EXPANDING LOCAL EXPERTISE

In small communities, community leaders often wear many hats. They don't have the luxury of becoming experts in everything. They are used to making decisions that seem practical and reasonable. Sometimes what would seem practical and reasonable is not consistent with what a comprehensive plan and land development regulations require. KLJ will work with the Town of Silverton, supplementing your local knowledge, and enhancing the needed consistency.



## LIMITED FINANCIAL RESOURCES

We understand the challenges small communities face when it comes to funding and help communities and clients in identifying funding opportunities. KLJ has a government relations team that provide grant writing services for municipalities, counties, Tribes, and other entities.

### Recent Project Expertise

#### ✓ Southern Ute Indian Tribe Transportation Plan Update | CO

KLJ provided transportation planning services and assistance to update the Tribe's mandatory long-range transportation planning documents, including the Long-Range Transportation Plan and the Tribal Transportation Safety Plan. Since the completion of the plan update, KLJ is assisting the Tribe in identifying and writing grant applications to secure funding for implementation of recommendations from the plan.

#### ✓ City of Baker On-Call Planning Services | MT

KLJ has provided continuous On-Call Planning Services to the City of Baker for seven years. Planning services include subdivision, floodplain, lakeshore and zoning permitting and review, processing development applications, variances, exemptions, conditional use permits, and providing engineering review for certain development applications associated with planning reviews.

#### ✓ Ward County Land Development Code Update | ND

As a follow up activity to completing the Ward County Comprehensive Plan, KLJ was tasked with updating the County's zoning ordinance and subdivision regulations to help implement the new comprehensive plan. This update process included extensive analysis of existing regulations that were developed at three separate time periods to address different areas within the County.

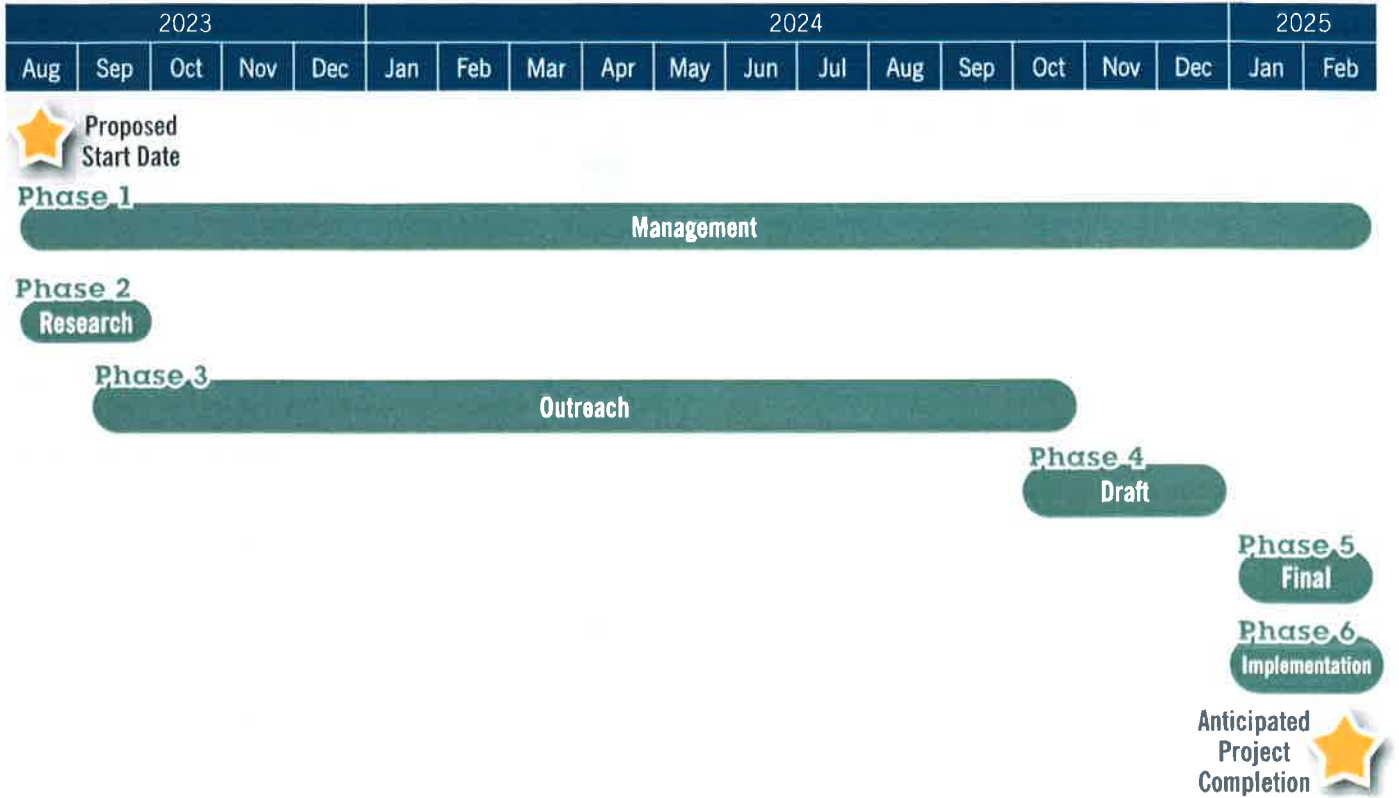
#### ✓ Monte Vista Land Use Code Update | CO (included in appendix)

#### ✓ Ouray County Master Plan Update | CO (included in appendix)

#### ✓ City of Valley City On-Call Planning Services | ND (included in appendix)

# Project Schedule

Based on our experience and similar projects, we have provided a schedule that aligns with scope as presented in this response. However, please note that the schedule may be adjusted and fine-tuned based on the refined project scope determined during the scoping meeting. This allows us to provide that the timeline aligns precisely with your project's requirements and objectives.



# Cost and Hourly Rates

Prior to executing the contract, we will conduct a scoping meeting to refine the project's scope and fees according to your specific needs. This will provide that all aspects of the project are tailored to your satisfaction.

TASK	DESCRIPTION	TOTAL
1	Project Management	
	<i>Subtotal</i>	<b>\$5,625.00</b>
2	Coordination, Existing Conditions, and Research	
	<i>Subtotal</i>	<b>\$15,780.00</b>
3	Outreach and Engagement	
	<i>Subtotal</i>	<b>\$27,810.00</b>
4	Draft Code Preparation	
	<i>Subtotal</i>	<b>\$38,775.00</b>
5	Final Preparation/Adoption	
	<i>Subtotal</i>	<b>\$24,465.00</b>
6	Implementation Strategies	
	<i>Subtotal</i>	<b>\$14,450.00</b>
7	Closeout	
	<i>Subtotal</i>	<b>\$1,525.00</b>
<b>TOTAL</b>		<b>\$128,430.00</b>

TEAM MEMBER AND CLASSIFICATION	HOURLY RATE
Jason Reimer, PE   Project Manager	\$218.00
Neil Putnam, AICP   Planner	\$136.00
Joel Quanbeck, AICP   Senior Planner	\$174.00
Dave Wiosna, AICP   Associate Planner	\$116.00
Stacie Cornett   Senior Graphic Designer	\$102.00
Avi Zohari   Visual Designer	\$106.00
Jamie Olson   Senior Public Engagement Specialist	\$136.00



**Appendix:  
Relevant Experience  
and References**



## Land Use Code Revision | Monte Vista, CO

**Client:** City of Monte Vista (population —4,194)

**Client Contact:** Dwayne Enderle, City Planner, 719-852-8288, [denderle@ci.monte-vista.co.us](mailto:denderle@ci.monte-vista.co.us)

**Project Team:** Neil Putnam, Project Manager; Dean Cooper, Local Advisor; Joel Quanbeck, Senior Planner; Dave Wiosna, GIS Analyst; Stacie Comett, Graphics/Website; Avi Zohari, Visualizations

**Professional Services:** March 2023-January 2024 (esL)

**Total Project Cost:** \$100,000

The City of Monte Vista hired KLJ to assist in updating their land use code and housing policies to make it easier for residents and businesses to pursue development projects. Our team will work with the leaders of the City of Monte Vista to cultivate holistic solutions for short and long-term housing challenges and a land use code that is contemporary, consistent, compliant, and compatible to the City's needs and aligns with other plans and ordinances.

The KLJ team will use a community-driven approach to assist this small Western Slope community of just over 4,000 residents. Working with the community, KLJ is investing in listening and understanding, allowing those that live, work, and do business in Monte Vista have a direct hand in code updates and plan development. We will examine standard practices or models within and outside Colorado and determine if they may fit Monte Vista. The Monte Vista land use code will align with the goals, objectives, and policies of the Rio Grande County Master Plan and other city plans and studies. KLJ is working with the City to provide there is connectivity between the code and community amenities and features to provide quality neighborhoods and vibrant business sectors.

KLJ is coordinating with City officials in an examination of infrastructure, physical conditions (blight), environment, and limitations that may prevent development or specific activities. Infill development, rehabilitation, adaptation, renewal, and abatement will also be examined. Proposed housing concepts may include, but are not limited to, tax incremental financing, state, and federal assistance (grants), business and industry partnerships, non-profit and quasi-governmental relationships, and other innovative techniques.

The project involves a robust and inclusive public engagement process that spans seven months. The process includes in-person meetings, online conversations, mailers, and pop-up meetings. The updated document is expected to be complete in January 2024.

## Master Plan Update | Ouray County, CO

**Client:** Ouray County (population – 5,035)

**Client Contact:** Connie Hunt, Ouray County Administrator, 970-325-7263

**Project Team:** Dean Cooper, Project Manager; Neil Putnam, Lead Planner; Joel Quanbeck, Senior Planner;

**Professional Services:** 2022-2023

**Total Project Cost:** \$147,000

KLJ holds an On-Call Contract with Ouray County to provide comprehensive engineering services and has several planning and design task orders currently underway. In addition to the On-Call services, Ouray County entrusted KLJ to lead its 2023 County Master Plan Update, which was last revised and updated in 1999. KLJ's scope of work includes facilitating designation of roles among the County Commissioners, Planning Commission, Citizen Focus Groups, and County Staff; documenting existing conditions; identifying growth capacity and scenarios; developing a plan review and adoption strategy; project management; web-site development; and public engagement. Of particular interest is the County's existing land use codes that limits development density to one residence per seven acres in designated valley floor areas and one residence per 35 acres elsewhere. The United States Forest Service (USFS) and Bureau of Land Management (BLM) own approximate 2/3 of all lands in Ouray County. Such large federal ownership combined with the County's low development density puts pressure on the Towns of Ridgway and Ouray to provide most of the housing, business, and other economic opportunities. The Master Plan Update will review such existing regulations to see if, where, and to what extent new housing may be encouraged, while maintaining reasonably attainable home prices. Initial public engagement and feedback revealed a significant challenge to accommodate existing and future housing needs and associated infrastructure impacts, while maintaining the County's rural feel and ranching lifestyle atmosphere. Continued societal, environmental, tourist, and demographic pressures require new topics be considered, such as wildfire mitigation, emergency services, healthcare (especially for seniors), water rights, COVID, remote work demands, broadband access, retiree influx, and recreation opportunities. Such topics that were not significant issues or concerns 24 years ago, must now be given serious consideration for the continued success of the County. A modernized, updated Master Plan will be crucial for helping Ouray County secure state and federal grants.





## **On-Call Planning Services | Valley City, ND**

**Client:** Valley City (population – 6,559)

**Client Contact:** Gwen Crawford, City Administrator, 701-845-1891

**Project Team:** Joel Quanbeck, Project Manager

**Professional Services:** 2021-ongoing

**Total Project Cost:** N/A

Valley City contracted with KLJ for city planning services at the beginning of 2021. KLJ acts as the city planner by providing subdivision and zoning ordinance administration functions and providing planning and development technical assistance, as needed, for relevant issues facing the city. This has included reviewing and providing recommendations to the Planning and Zoning Commission and city officials on applications for subdivision plats, zoning map amendments, variances, and planned unit developments (PUD). Additional technical assistance has been provided for ordinance compliance related to building permits, parking regulations, floodplain ordinance compliance, and zoning and subdivision regulation amendments. A key part of the technical assistance has related to comprehensive plan implementation. In 2021, the City of Valley City began to experience a much higher level of development than it had in the preceding two decades. The areas identified for future growth in the City's Comprehensive and Transportation Plan were being developed, and it soon became evident that more detailed planning to address infrastructure expansion and land use consistency was needed. KLJ is evaluating the overall Future Land Use Plan and future transportation network options to prepare for anticipated growth. To a lesser degree, future sewer infrastructure capacity has also been evaluated to consider capacity, phasing, and efficiency issues.

# References

## MONTE VISTA LAND DEVELOPMENT CODE UPDATE

### **DJ Enderle**

Community Development Director | City of Monte Vista  
95 West 1st Avenue  
Monte Vista, CO 81144  
719-852-8288  
denderle@ci.monte-vista.co.us

## CITY OF VALLEY CITY PLANNING SERVICES

### **Gwen Crawford**

City Administrator | City of Valley City, ND  
250 Main Street West  
Valley City, ND 58072  
701-845-1791  
gcrawford@valleycity.us

## DUNN COUNTY LAND DEVELOPMENT CODE REVISIONS AND TECHNICAL ASSISTANCE

### **Sandy Rhode**

Code Administrator | Dunn County, ND  
205 Owens Street  
Manning, ND 58642  
701-573-4609  
sandy.rhode@dunncountynd.org

## CITY OF MITCHELL

### **Kyle Croce**

Former Public Works Director | City of Mitchell, SD  
Current Director of Public Works | Town of Orange Park, FL  
700 Ash Street  
Orange Park, FL 32073  
605-550-0392  
kylecroc@aol.com





## MEMORANDUM

July 18, 2023

TO: San Juan Regional Planning Commission

FR: William A. Tookey

RE: Forst Lode MS 18463

Adam Rex has submitted an Improvement Permit application for the development of 2000 Sq. Ft. cabin, vacation rental and associated utility improvements on the Forst Lode MS 18463. The property is located on Kendall Mountain and will be accessed by Country Road .

The property is currently owned by Adam Rex and the taxes are current.

The application fees have been paid.

The adjacent landowners have been notified via US Mail of the proposed Improvement Permit application. The list of adjacent property owners and copy of the letter are included.

**Mountain Zoning District** requires a minimum parcel or lot area of 5 acres with a setback of 20 feet from public lands and 30 feet from private property lines. The Forst Lode is 10.36 acres. The proposed cabin would exceed the setback requirements.

The applicant has substantially met the requirements for application submittals as required by 3-102 Requirements for Uses and Improvements.

All applications for review will be examined initially to determine whether the proposal is consistent with the County's Master Plan.

**Master Plan Strategy LU-2.1 Encourages future development in the economic corridors which include the upper Animas Valley from Silverton to Eureka, Cement Creek from Silverton to Gladstone and the South County Line to just above the Mill Creek Subdivision. And Strategy LU-2.2 Identify areas in the growth corridors that are suitable for residential use considering natural hazards, habitat resources, scenic impacts and sensitivity to residential land uses. The proposed development is not located in the identified growth corridors. However, the Master Plan notes that private property rights are respected in San Juan County. The Plan also states that residential development on mining claims are to be built in low-visibility places outside of environmentally sensitive areas, leaving visible ridgelines and other scenic resources undeveloped and minimizing the impacts on the environment. I believe this application is attempting to meet the intent of the Master Plan.**

- a. Adequate potable water is available or can be developed to safely support the proposed use.

**The applicant plans to collect water from a spring on the property and store it in a 1500 gallon cistern located in the basement of the house. The applicant has submitted a Notice of Intent to Mak Absolute for water rights on the spring.**

- b. Adequate sewage disposal can be provided to support the proposed use.

**The applicant has submitted an On-Site Wastewater Treatment Permit Application to San Juan Basin Health.**

- c. Will the proposed use have any adverse impact on public or private property in the vicinity of the development?

**The proposed improvements should have minimal impact on the adjoining properties. Adjoining property owners have been notified and at this time I have not received any comments from them.**

- d. Will the proposed use have any adverse effect on scenic values, historic sites or structures, air or water or environmental quality, wildlife, erosion or other geological conditions?

- 1. The applicant has included a scenic quality report. It appears that the cabin has been located to minimize the visual impact. The applicant did construct a 30' story pole on the cabin site and was unable to see the pole from US 550.**
- 2. I do not believe that the site has any historic significance but an historic review of the site would be required prior to development of the property.**
- 3. The improvements should create minimal adverse impacts upon wildlife. All solid waste, garbage and refuse must be kept within the building, in a separate secure enclosed area or in wildlife/bear-resistant containers until it is properly disposed of at the Transfer station.**

- e. Adequate road access exists or can be developed to ensure access appropriate to the use.

**The applicant will access the property via CR 33.**

- f. The design and development of the site shall preserve, insofar as possible, the natural terrain and drainage of the land, the existing topsoil and existing vegetation. Disturbed areas shall be revegetated with native plant species

certified weed free as soon as possible after disturbance in order to prevent the establishment and dominance of non-native invasive species.

**The proposed improvement will preserve, insofar as possible, the natural terrain and drainage of the land. All disturbances will be revegetated with native plant species certified to be weed free.**

- g. Sites subject to hazardous conditions, for example avalanche, flood, land slide, rock fall, mud flow, open mine shaft, corrosive water, etc, shall be identified and shall not be built upon or used until satisfactory plans have been approved by the County for eliminating or appropriately mitigating such hazards. The provisions of Chapters 8, 9, 10 and 11 shall govern the evaluation of those natural hazards covered by such provisions.

**A portion of the property is located in an avalanche hazard area. However, the cabin would be constructed outside of the Avalanche Hazard. Access to the site would require crossing avalanche paths that could put the occupants and emergency responders at risk.**

**The County Geohazards Map identifies that the cabin will be built on a talus slope.**

- h. The applicant shall permit continued public access to any historic public trails that cross the property.

**I do not believe that there are any public trails other than CR 33 that cross the property. I will need to do a site visit to identify any historic public trails that may cross the property. If any trails are identified they will need to be added to the certified survey plat.**

- i. Individual building sites shall be placed on the Town of Silverton's utility billing system for water and refuse when water is hauled to the site., Any applicant who shows that it is obtaining water from an approved permitted well or is purchasing water from an acceptable source of potable water other than the Town of Silverton may be permitted to be placed on the Town of Silverton's billing system for refuse only.

**The applicant will be required to be placed on the Town's utility billing system for refuse.**

#### **VACATION RENTAL**

The applicant has requested that the property be allowed for use as a vacation rental. The County Zoning and Land Use Regulations require the following:

1. That adequate emergency communications and off-street dedicated parking are available at all times to guests.

**The property does have cell phone access and will also have satellite internet. There will be two dedicated off-street parking spaces available on site during the summer and fall season. There are no dedicated off-street parking spaces available during the winter. The applicant would have their guests park on CR 33.**

2. The proposed rental is safely accessible year-round not only to occupants but to emergency services as well.

**The applicant proposes to mitigate the avalanche danger by informing their guests with the avalanche path locations and cancelling reservations during extreme avalanche danger.**

The Planning Commission has two separate items to make a recommendation on. The first is the improvement permit to allow for the construction of a single-family dwelling. The second is the use of the property for a vacation rental. The Planning Commission has the option to recommend approval as submitted, denial, or approval with condition.

Should the Planning Commission choose to recommend approval of the improvement permit to construct a single-family dwelling on the Forst Lode, they should do so with the following conditions prior to the issuance of an Improvement Permit:

1. That the applicant acknowledges that emergency services will not be available in a timely manner and perhaps not at all.
2. All improvements to the Forst Lode shall fully and completely comply with, and strictly conform to, all terms, conditions and restrictions contained in the San Juan County Zoning and Land Use Regulation, all permits issued, and all applicable State and Federal rules and regulations.
3. The Historic Review Committee visits the site prior to the Preliminary/Final review.
4. That the proposed improvements are identified and staked on site by a Colorado Licensed Surveyor.
5. That the applicant be placed on the Town of Silverton's Utility billing system for refuse.
6. The failure to comply with these conditions shall be grounds for the revocation of this Land Use Permit.
7. Any other conditions that the Planning Commission deems necessary.

It is staff's recommendation that the request for a vacation rental be denied for the following reasons:

1. Off-street dedicated parking spaces are not available at all times as required by Section 4-110.21(iii)(a).
2. The proposed vacation rental is not safely accessible for guests and emergency responders as required by Section 4-110.21(iii)(b).





# SAN JUAN COUNTY COLORADO

1557 GREENE STREET

P.O. BOX 466

SILVERTON, COLORADO 81433

PHONE/FAX 970-387-5766 admin@sanjuancolorado.us

July 6, 2023

To Whom It May Concern:

This letter is to inform you that Adam Rex has submitted an Improvement Permit Application to construct a 2000 sq. ft. single-family cabin with associated utility improvements on and vacation rental on the Forst Lode MS 18463 located on County Road 33 in Kendall Gulch.

San Juan County Zoning and Land Use Regulations require that property owners within 1500 feet be notified of the application. A copy of the application can be reviewed in the office of the County Clerk, located at 1557 Greene St. Silverton, Colorado or via San Juan County's web page at <https://sanjuancounty.colorado.gov/> Copies of the application can also be reviewed upon request via the email listed above.

It is anticipated that this application will be reviewed by the Planning Commission during their meeting of July 18, 2023.

It is further anticipated that the application will be reviewed by the County Commissioners during their regular meeting of August 9, 2023.

If you have any comments or questions about the application, you may contact me by phone, mail or email listed above. You may also provide written or oral comments to the Planning Commission and to the County Commissioners.

If you have any questions or comments, please contact me at your earliest convenience.

Sincerely,

A handwritten signature in blue ink that reads "William A. Tookey". The signature is written in a cursive, flowing style.

William A. Tookey  
Land Use Administrator





## San Juan County Colorado Application for Improvement Permit

Applicant: Adam Rex

Date: ~~4/10/2023~~ — 7/1/23

Property: Forst Lode Claim

Description of build: 4 bed, 2 bath house, approximately 2000sqft


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# Application for Improvement Permit

San Juan County, Colorado

## Application for Improvement Permit

		APPROVAL CHECKLIST		Initial	Date
Applicant	Name	Adrian Rex			
	Address	PO Box 178			
Property	Escalante UT 84726	Phone			
Owner	Name	same as above			
	Address				
Contractor	435-618-1119	Phone			
Contractor	Name	same as above			
	Address				
		Phone			
Legal Description of Property:		Road System Relationship			
Forst Lode, Mineral Survey #18463		Zoning Compatibility			
		State Mining Permit			
		Owner Notification			
		Avalanche Hazard			
		Geologic Hazard			
		Floodplain Hazard			
		Wildfire Hazard			
		Mineral Resource Impact			
		Wildlife Impact			
		Historic Site Impact			
Township N, Range W, Section		Watershed Gearance			
Nature of Improvement Planned:		County Building Inspector			
-2000 sqft cabin/vacation rental Septic System Propane Tank on exterior of house. Drive way and parking area Solar Panels on roof Water piping and cistern to transport and store water		Building Permit			
		State Electrical Inspector			
		Electrical Permit			
		San Juan Basin Health Unit			
		Sewage Disposal: Test			
		Design			
		Central Sewage Collection			
		State Division of Water Resources			
		Adequate Water Source			
		Well Permit			
Land Use Zone:		Central Water Distribution			
Applicant Signature		U.S. Forest Service/BLM			
		Access Approval			
		State Division of Highways			
Date Application Requested			Driveway Permit		
Date Submitted for Permit					
Date Permit Issued					
Date Permit Denied					
Reason for Denial					
Receipt		FEE PAYMENT			
	Application	Amount	Fee		
	Building Permit				
	Subdivision/PUD			Subdivision Variance	
	Hearing Notice			Subdivision Approval	
				PUD Approval	

## Project Overview

Hi my name is Adam Rex and I am applying to build a 2000 sqft, 4 bed, 2 bath house on Kendall Mountain, just off of County Rd 33. I'm a builder from Escalante Utah and I will be building the house myself. I have over 20 years of experience in construction and I take great pride in the homes that I build. I've built high end, modern homes in locations such as Lake Tahoe, California and in Escalante, Utah. Some examples of my work include the Escalante Cliff House and Birch Creek House in Escalante Utah ([escalantecliffhouse.com](http://escalantecliffhouse.com) & [birchcreekhouse.com](http://birchcreekhouse.com)).

The house will be used at times as a vacation rental. We understand that there are certain dangers that come from guests visiting this house, especially in the winter, and we plan on mitigating those risks so that staying at the house is as safe as staying at any other house in Silverton. Strategies for risk mitigation are explained in the "Vacation Rental Use" section of this document.

The house will be invisible from county road 33 or highway 550. We put story poles up on the property that are higher than the house will be, and we couldn't see them from either road.

The cumulative impact of the house on the surrounding properties will be very small for the simple fact that most of the surrounding land is BLM land. Within 1500' of the property, there are only 2 other properties, the Manson Claim and the Lady Forst Claim and both of those claims have no improvements.

This house will be completely off the grid and will be built in such a way as to cause minimal disturbance to the beautiful mountain landscape surrounding it. Water will be drawn from a spring on the property that will be piped to the house and stored in a 1500-gallon cistern in the basement of the house. This water will be used for domestic uses as well as for firefighting if the need arise.

Wastewater will be treated on site using a waste water treatment system.

For electricity, solar panels will be installed on the roof with batteries in the basement. For house heat, water heaters, stove and oven we will use propane. The propane tank will be 500 gallons and will sit just to the side of the house.

The development will be in compliance with San Juan County Dark Skies Regulations and San Juan County Fire Regulations.

## Vacation Rental Use

We plan on renting the house out as a short-term vacation rental so that others can enjoy it while we're not. The house will have adequate communications in all seasons via cell phone and satellite internet, which can be used for wifi calling. Guests will be informed that this is a remote mountain cabin and as such, first responders will have a hard time reaching them or in some cases won't be able to reach them for a long period of time, such as during a snowstorm.

### **Summer and Fall**

The house will be accessible during the summer by 4WD/OHV or on foot during the summer and fall. We will ensure that there is parking for at least 2 vehicles at the house and make it a rule that guests aren't allowed to park on CR33. We will reserve the right to cancel bookings if the fire danger in the area becomes extreme so as to not endanger our guests or first responders.

### **Winter**

During the winter, the property will be accessible via snow machine or skis. In the winter we will instruct people to park their cars at the beginning of CR33 where there is an open area in front of the big speed bump. Guests will be told to not park snow machines on CR33 so that the road can be groomed. We plan on mitigating the risk of avalanche in a couple of ways. In the directions/access info that we will give the guests, we'll inform them of the avalanche paths that they will cross on the way to the house and advise them to not stop in those locations. We will reserve the right to cancel reservations if the risk of avalanche becomes "extreme" so as to not endanger guests and emergency services.

### **Spring**

We anticipate that there will be a mud season in the spring where getting to the house will be impossible. Depending on the year we think this'll be sometime in the April-June timeframe. The house will remain unoccupied during mud season so that we or our guests aren't tearing up the road or getting stuck going to and from the house.

## Scenic Quality Report

### Overview

In February 2023 we went to the Forst Lode claim to erect a 30' story pole with an orange hunting vest on the proposed build site. 30' was chosen as this will be the max height for the house. It was immediately obvious that the trees surrounding the house are much higher than 30'. After setting up the pole, we went to try and spot it from CR33 and highway 550. As the pictures below show, it was impossible to see the story pole from either CR33 or highway 550, at a spot along those roads. After completing this exercise, we're confident that the finished house will be invisible from view, even after clearing trees around the house to lessen the fire hazard.

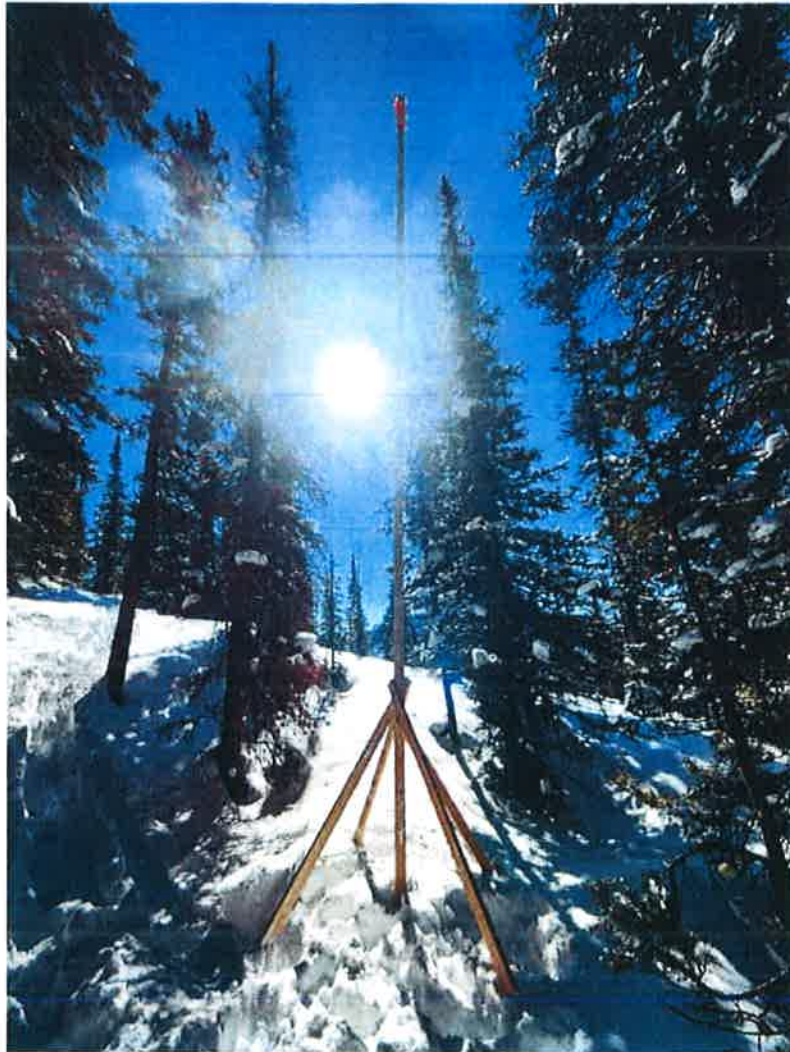


Figure 1. The location of the proposed building location, marked with the 30' story pole.



Figure 2. The location of the proposed building location, looking west.



Figure 3. The location of the proposed building location, looking west.



Figure 4. The location of the proposed building location, as seen from county road 33. There was no other location on the road from which one can see the building site. This is the closest spot to the build site.





Figure 5. Showing that the direction of the photo in figure 4 is looking SW towards the build site from county road 33.



Figure 6. A 10x zoom photograph taken from highway 550 looking NW across the Animas river. The red circle indicates the area where the story pole is. We were not able to visually locate the story pole from highway 550.

## Cumulative Impact Report

### **Summary**

The building of a house on the Forst Lode Claim will not have a large impact on surrounding land owners. This is mostly because there are only 2 claims within 1500ft of the ALO map produced for this project by Kim Buck. Those claims are the Lady Forst Claim and the Manson Claim. The details and description of the Claims are below. The data gathered for this report are the same as other cumulative impact reports that Lisa Adair has done in the past.

### **Manson Claim**

This claim is owned by Adam Rex (49%) and Michael Steadman (51%). The land is accessible as CR33 passes through it. The claim is 8.99 acres and contains some avalanche zone and geologic hazard zone. The property is mostly wooded with some clearing and is all below 11000ft. This property has no improvements on it and is unlikely to be built on for the simple fact that I, Adam Rex, own half of it and I have no desire to develop it.

### **Lady Forst Claim**

This claim is owned by William Rogers (100%). The land is accessible as CR33 passes through it. The claim is 8.25 acres and contains some avalanche zone and very little geologic hazard zone. The property is mostly wooded with some clearing and is before the Forst Lode claim as you drive from Silverton up CR33. This property has no improvements on it but could probably be built on some time in the future.

# Building Permit Application



Building Permit Application

Address of Job Site: \_\_\_\_\_

**Class of Work:**

NEW  ADDITIONAL  ALTERATIONS  REPAIR  MOVE  OTHER

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

**Legal Description:**

LOT NO.(S): \_\_\_\_\_ BLOCK: \_\_\_\_\_ ZONE: \_\_\_\_\_ (If Applicable) ADDITION: \_\_\_\_\_

Hazard: NONE  FLOOD  AVALANCHE  SLOPE

**Structural Information:**

Req. if NEW Structure: \_\_\_\_\_ Survey Provided: YES  NO  Plot Plan Provided: YES  NO

Designed By: \_\_\_\_\_ LICENSE PE# \_\_\_\_\_

SQ.FT. \_\_\_\_\_ HEIGHT: \_\_\_\_\_ TOTAL UNITS: \_\_\_\_\_ TOTAL ROOMS: \_\_\_\_\_

**Describe All Work To Be Done:**

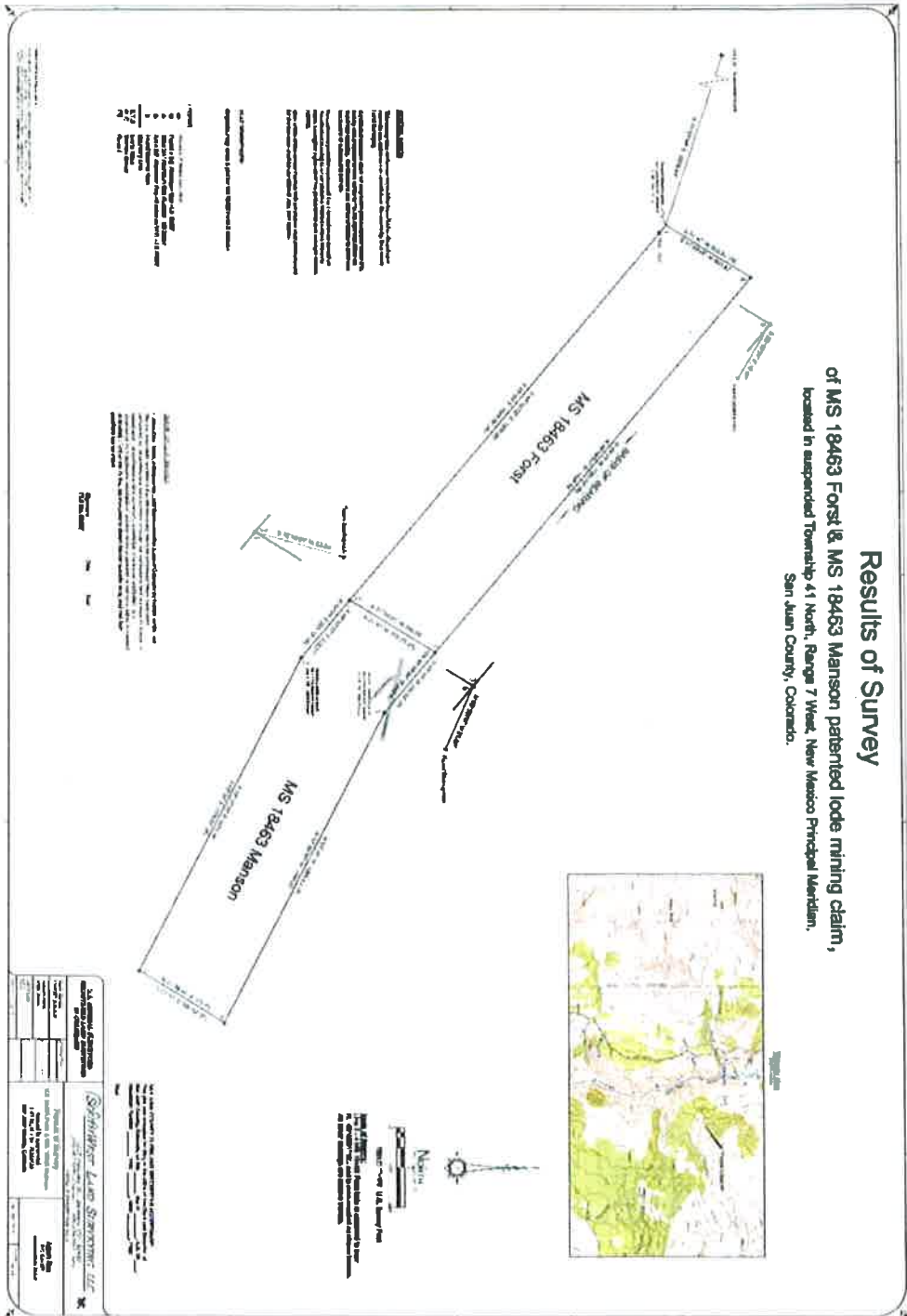
Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: 3-6-23

**(Staff Use ONLY)**

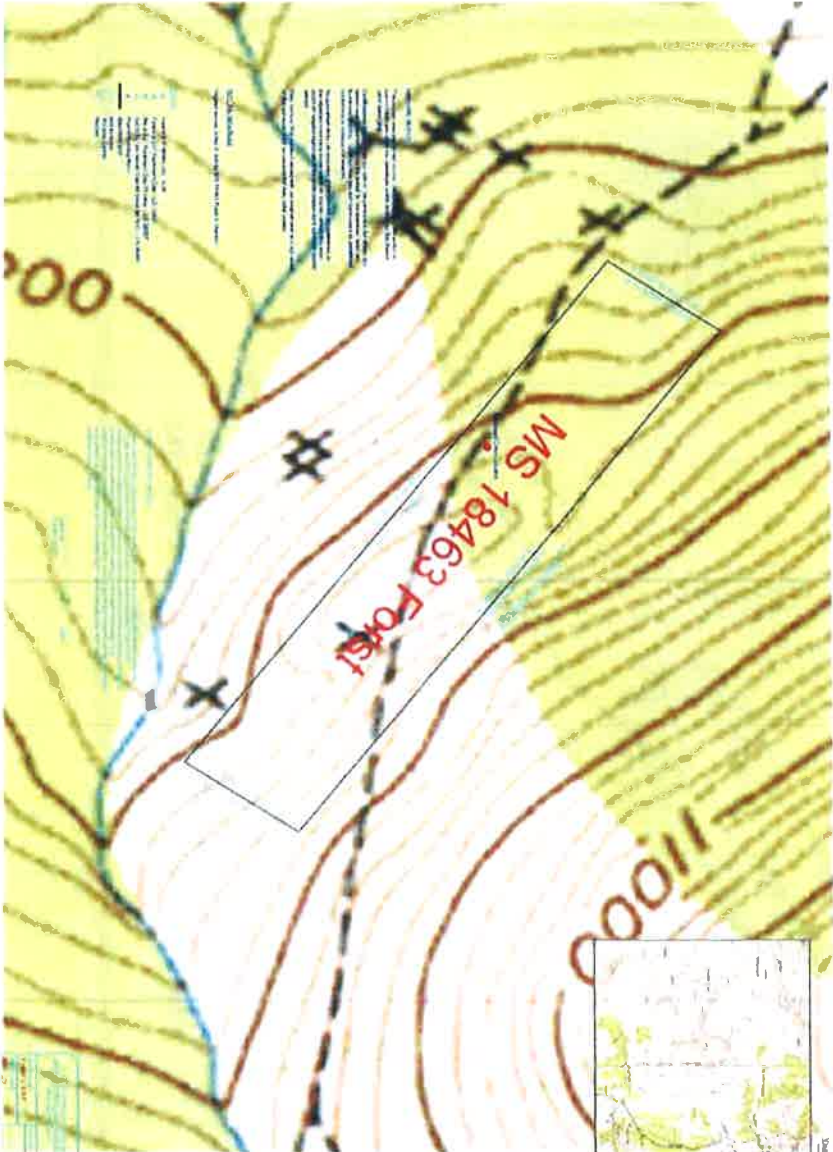
Total Estimated Valuation of Work: \$ \_\_\_\_\_ Estimated Permit Fee: \$ \_\_\_\_\_  
(Including Labor and Materials)

# Certified Survey Plat



### Results of Survey

of MS 18463 Forest & MS 18463 Mason's patented logging claim  
located in the "North" section of the "North" Township

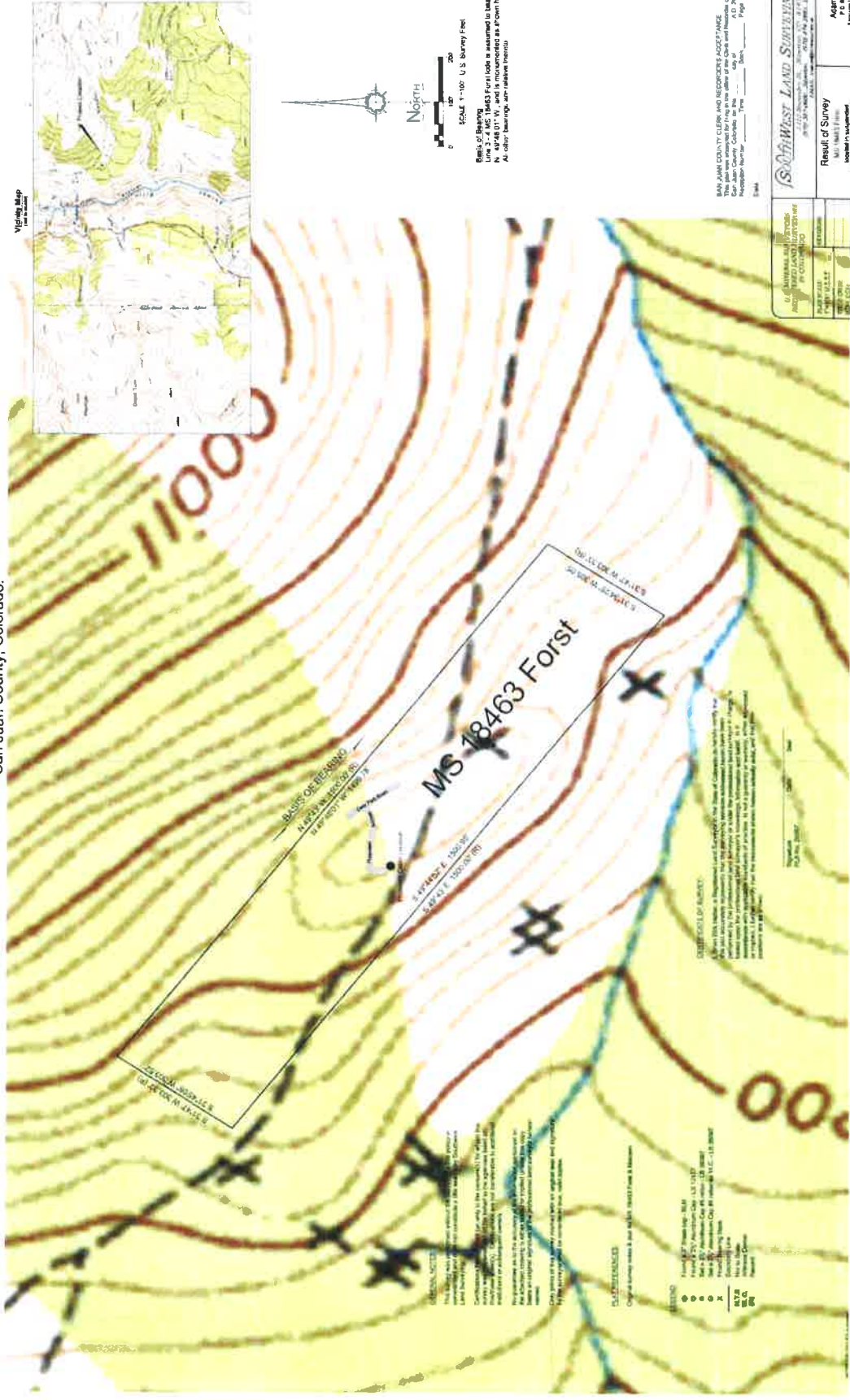


Scale: 1 inch = 1000 feet  
North arrow pointing to true North

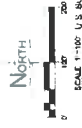
Surveyed by: [Name]  
Date: [Date]  
Title: [Title]

# Results of Survey

of MS 18463 Forst patented lode mining claim,  
located in suspended Township 41 North, Range 7 West, New Mexico Principal Meridian,  
San Juan County, Colorado.



Vignette Map



SCALE 1" = 100' U.S. Survey Feet  
Basis of Bearing  
Line 3-4 MS 18463 Forst lode is assumed to bear  
true north as shown on the map as shown in Part I of the  
Map. All other bearings are relative thereto.

THIS SURVEY IS IN ACCORDANCE WITH THE SURVEYING ACTS OF 1862 AND 1878. THE SURVEYOR HAS BEEN LICENSED BY THE STATE OF COLORADO AND IS A MEMBER OF THE NATIONAL SOCIETY OF PROFESSIONAL SURVEYORS. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACTS OF 1862 AND 1878. THE SURVEYOR HAS BEEN LICENSED BY THE STATE OF COLORADO AND IS A MEMBER OF THE NATIONAL SOCIETY OF PROFESSIONAL SURVEYORS. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACTS OF 1862 AND 1878.

**SOUTHWEST LAND SURVEYING, LLC**  
2012-2013  
2014-2015  
2016-2017  
2018-2019  
2020-2021  
2022-2023  
2024-2025  
2026-2027  
2028-2029  
2030-2031  
2032-2033  
2034-2035  
2036-2037  
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2050-2051

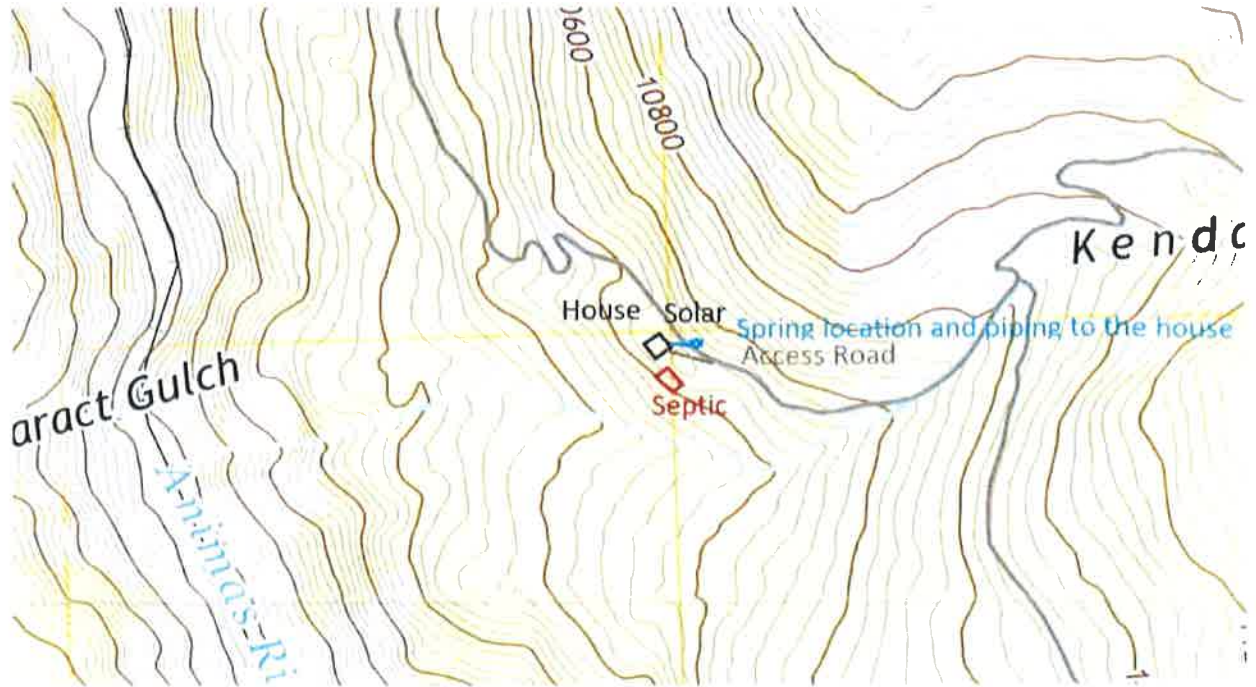
**Result of Survey**  
Surveyed by:  
Surveyed on:  
Surveyed for:  
Surveyed in:  
Surveyed at:  
Surveyed by:  
Surveyed on:  
Surveyed for:  
Surveyed in:  
Surveyed at:

**Agent**  
Name:  
P.O. Box:  
Address:  
City:  
State:  
Zip:

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## Basic Plan Map

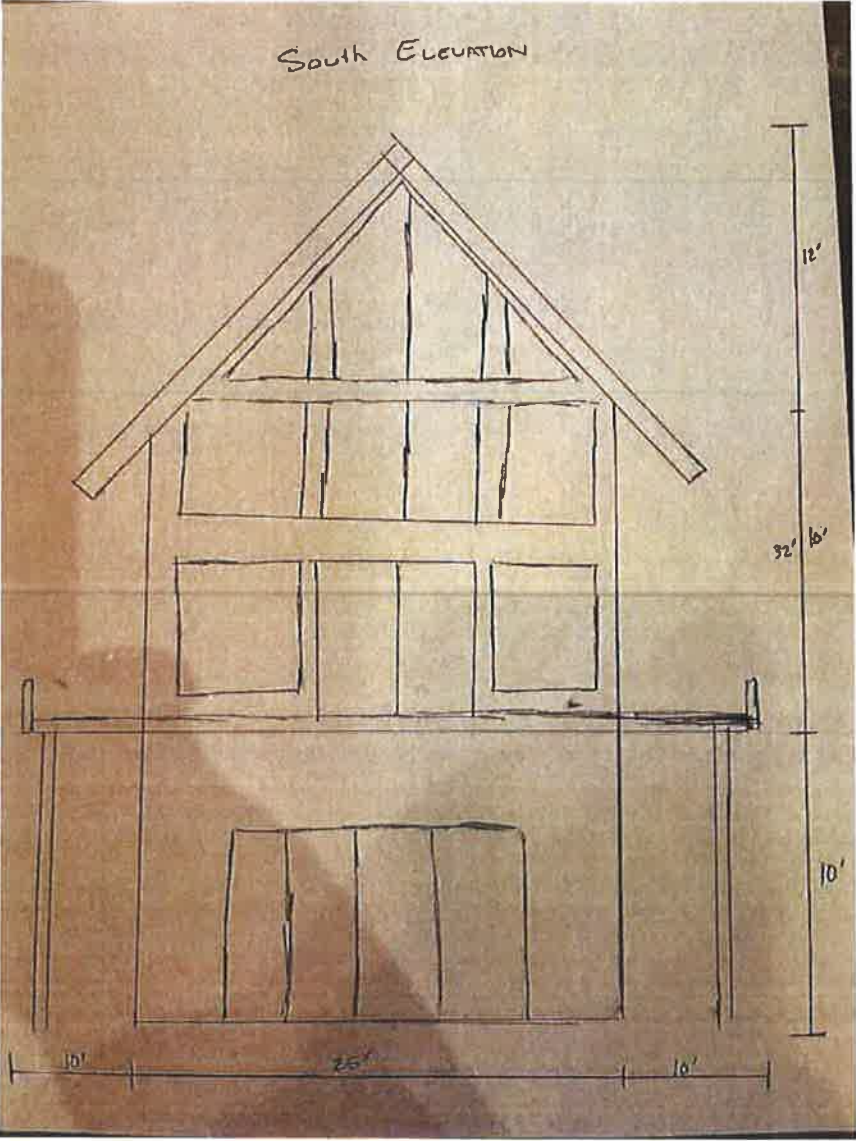
This map will be replaced by one that Dirk Hatter, surveyor, will produce.



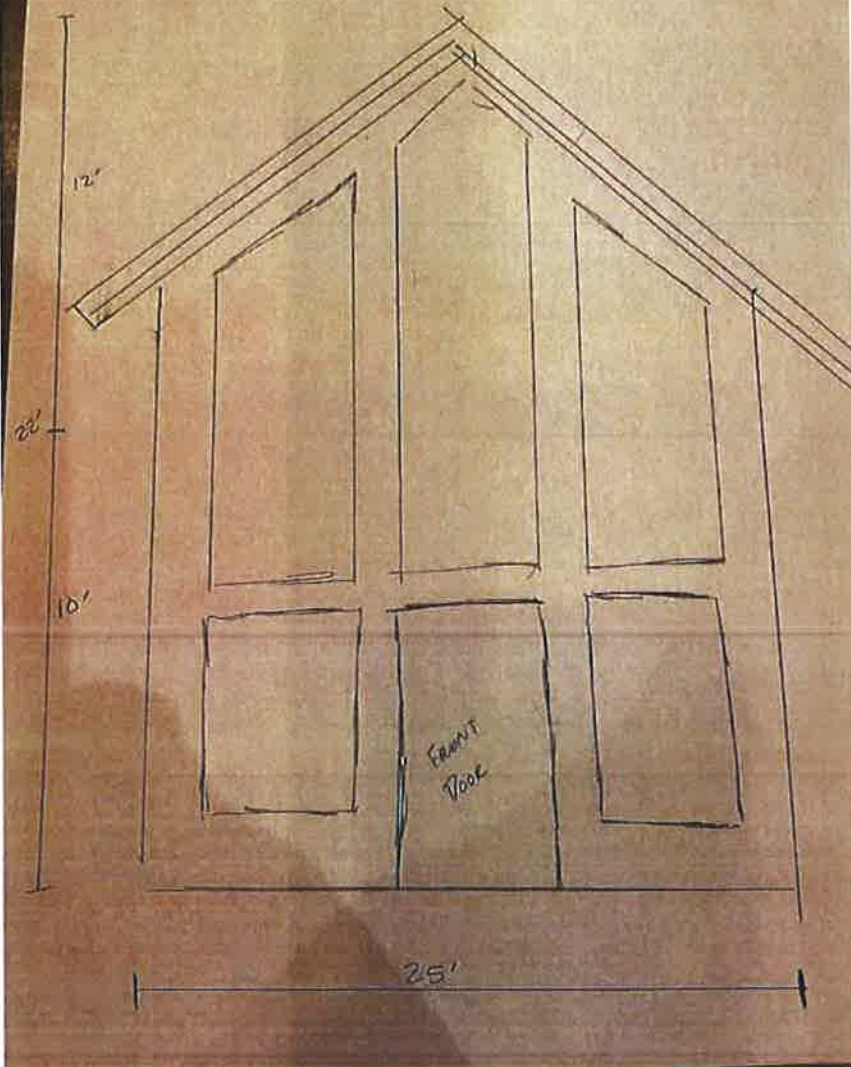
The site plan above shows the location of the house and solar array on top of the house (black square), the spring location and piping to the house (blue line), the septic system (red) and the access road (grey).



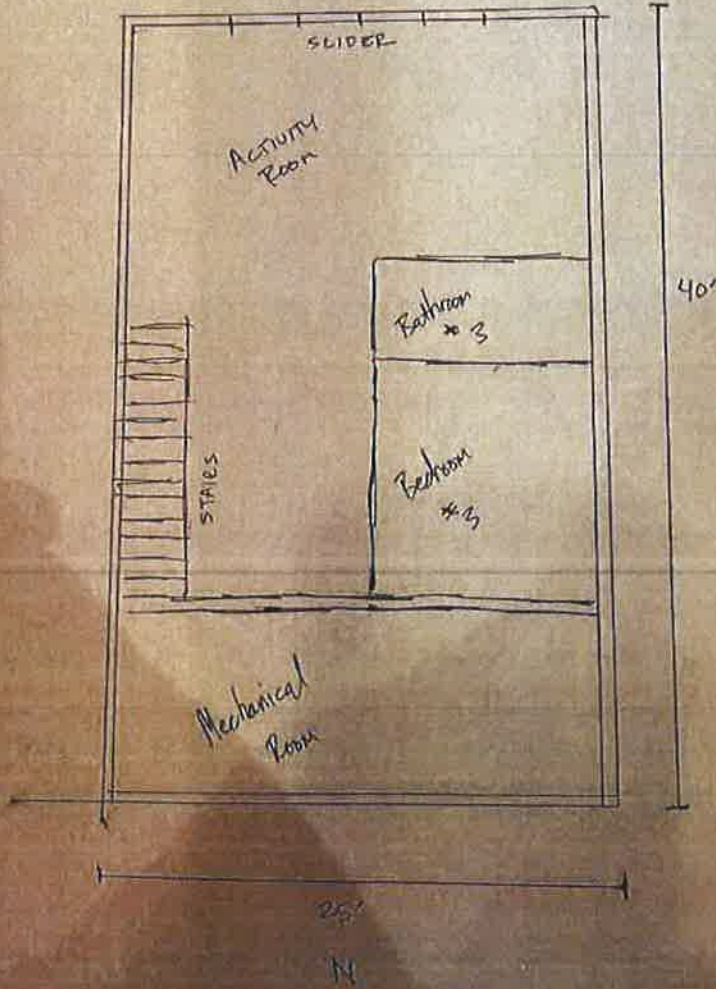
Plans and Drawings

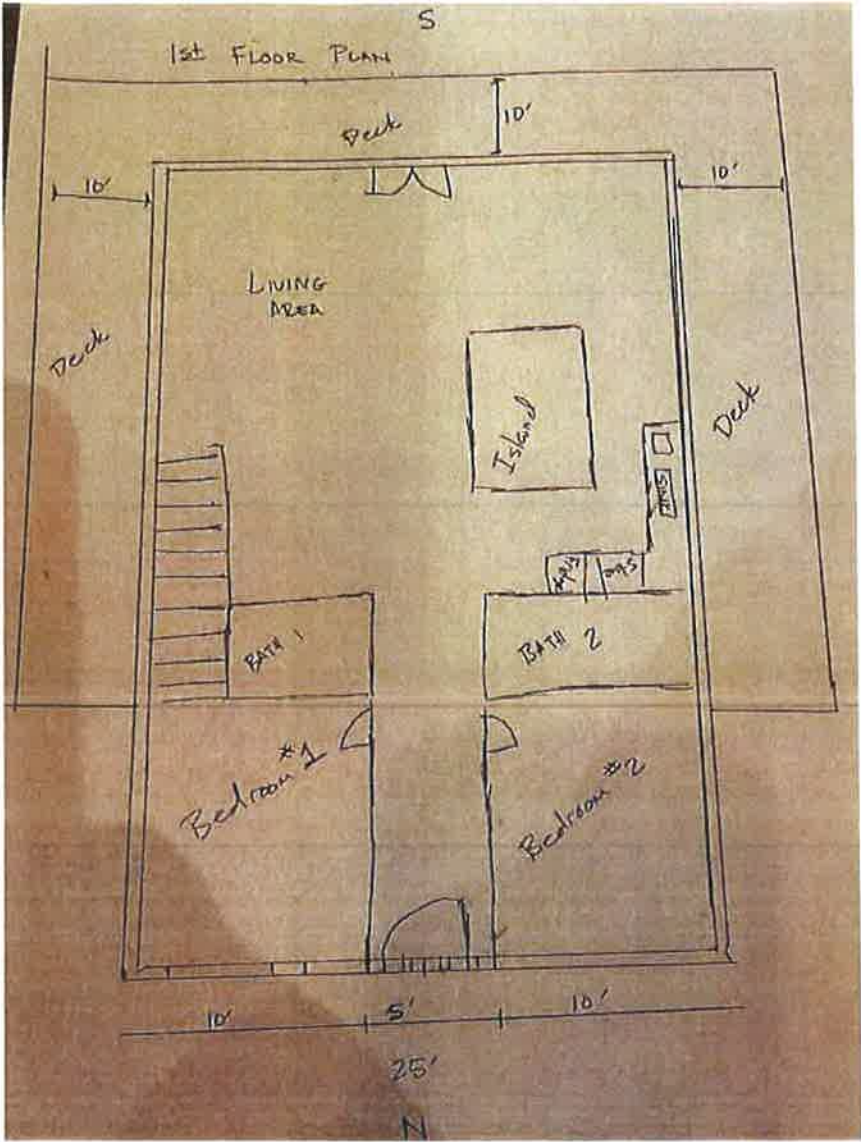


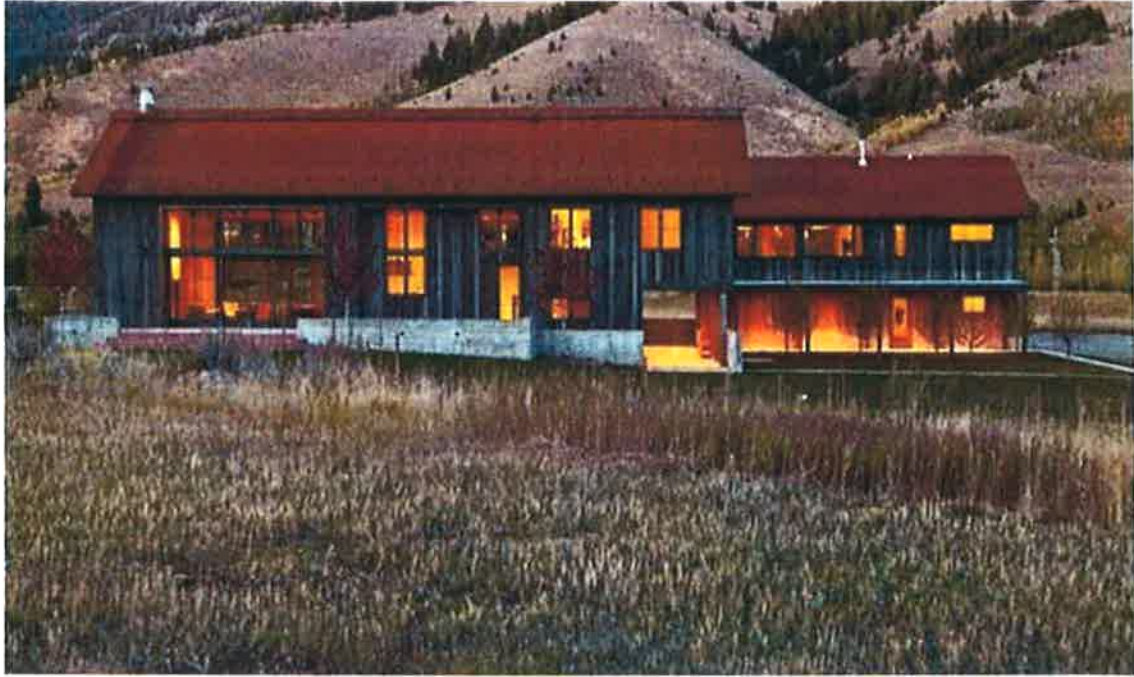
NORTH ELEVATION



WALK OUT BASEMENT FLOOR PLAN







The exterior colors of the house will match this buildings giving the house a "Mountain Modern" style.

Road System Relationship

# BOARD OF COUNTY COMMISSIONERS San Juan County

P.O. Box 466

Silverton, Colorado 81433

970-387-5671

## RELATIONSHIP OF PROPERTY TO COUNTY ROAD AND STATE HIGHWAY SYSTEMS

I, the undersigned, applicant engaged in the processing of Application for Improvement Permit No. \_\_\_\_\_, San Juan County, Colorado, do hereby acknowledge the following facts:

1. The real property which is the subject of said application is on this date located approximately \_\_\_\_\_ from County Road No. \_\_\_\_\_, the nearest designated and publicly maintained county road.
2. Said County Road No. \_\_\_\_\_ is on this date maintained on an \_\_\_\_\_ basis by San Juan County.
3. The real property which is the subject of said application is on this date located approximately \_\_\_\_\_ from Colorado State Highway No. \_\_\_\_\_, the nearest designated state or federal highway.
4. Said Colorado State Highway No. \_\_\_\_\_ is on this date maintained on a year-round basis by either San Juan County or the Colorado Division of Highways.
5. A Driveway Project will be necessary for any private access or egress relating to said real property which intersects any designated Colorado State Highway or Federal Highway.

Signed and dated this 6 day of March, 2023.

ATTEST:



Applicant

Position:

## Owner Notification



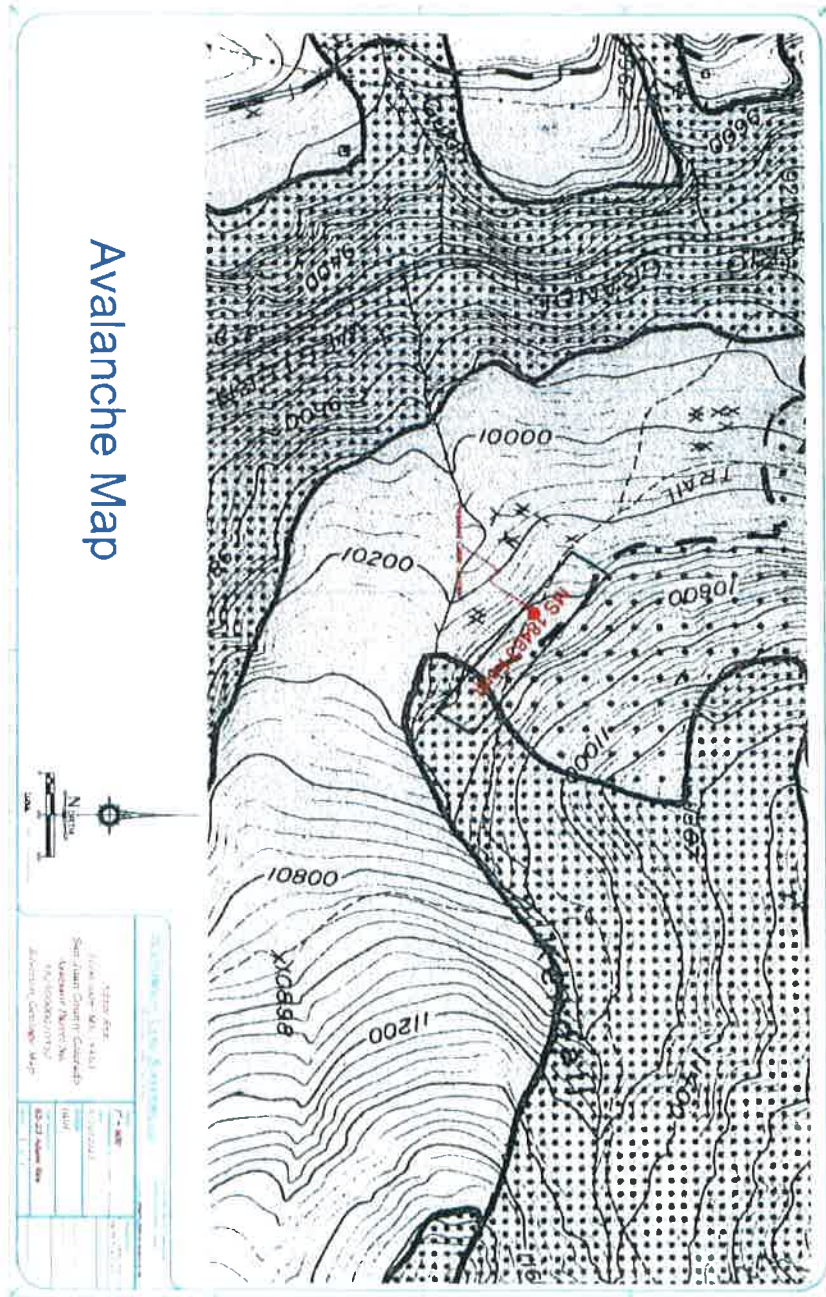
These images and this list were provided to me by Kimberly Buck, San Juan County Assessor.



Account	Situs Address	Owner	MailingAddress	Legal Description	Website
N2159	TBD COUNTY ROAD 33, SILVERTON, CO 81433	ROGERS WILLIAM	15 CARDINAL AVE - W SAND LAKE, NY 12196- 2100	LADY FORST - 18463, LIMESTONE - 18463	<a href="https://property.spatiallest.com/co/sanjuan/#/property/48290000010037">https://property.spatiallest.com/co/sanjuan/#/property/48290000010037</a>
N2165	TBD COUNTY ROAD 33, SILVERTON, CO 81433	STEADMAN MICHAEL N	PO BOX 1552 - BOULDER, UT 84716-1552	MANSON - 18463 UND 51% INT IN 8.99 ACRES	<a href="https://property.spatiallest.com/co/sanjuan/#/property/48290000010045">https://property.spatiallest.com/co/sanjuan/#/property/48290000010045</a>
N2210	TBD COUNTY ROAD 33, SILVERTON, CO 81433	REX ADAM	PO BOX 178 - ESCALANTE, UT 84726-0178	FORST - 18463, MANSON - 18463 UND 49% INT	<a href="https://property.spatiallest.com/co/sanjuan/#/property/48290000010452">https://property.spatiallest.com/co/sanjuan/#/property/48290000010452</a>

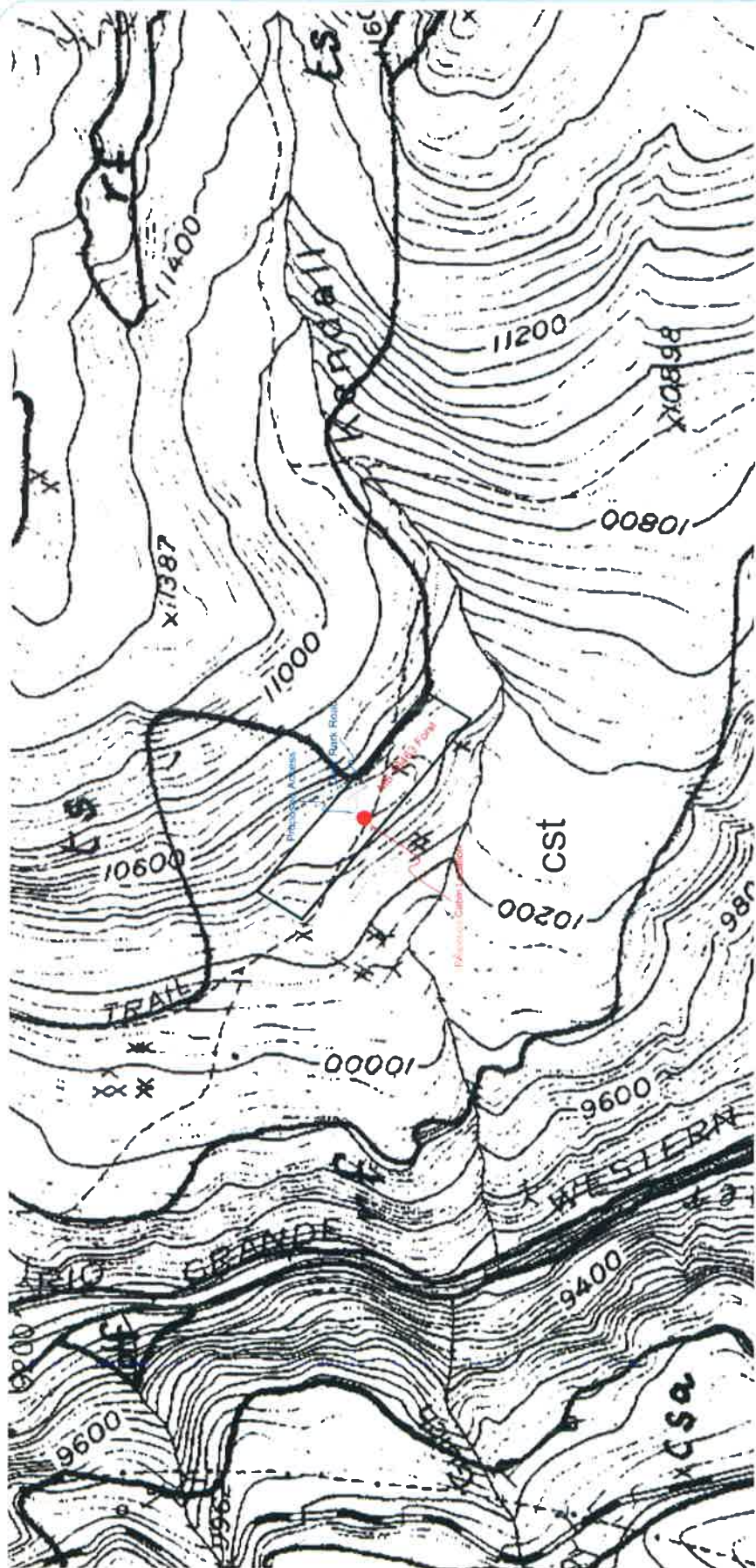


# Avalanche Hazard



The home location is outside of any significant avalanche danger per the avalanche map with home location created by the surveyor above.





# County Geological Hazards Map

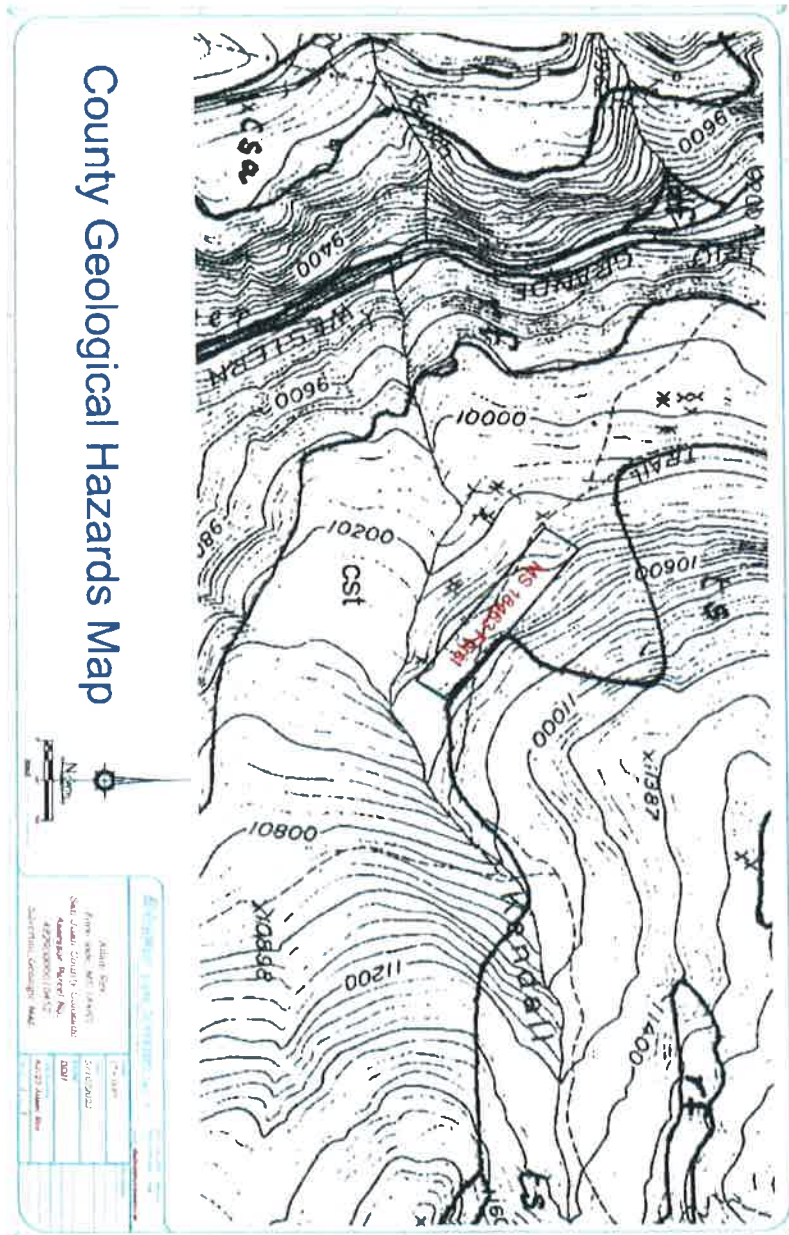
AS/World Land Systems

Author	Adam Alex
Date	2/10/2021
Project	1076
Client	ES/23 Adam Alex

Adam Alex  
 10000 Ave, 805 (80403)  
 Summit County, Colorado  
 Assessment Parcel No  
 48-04000010001  
 Silver Lake, Colorado, Map

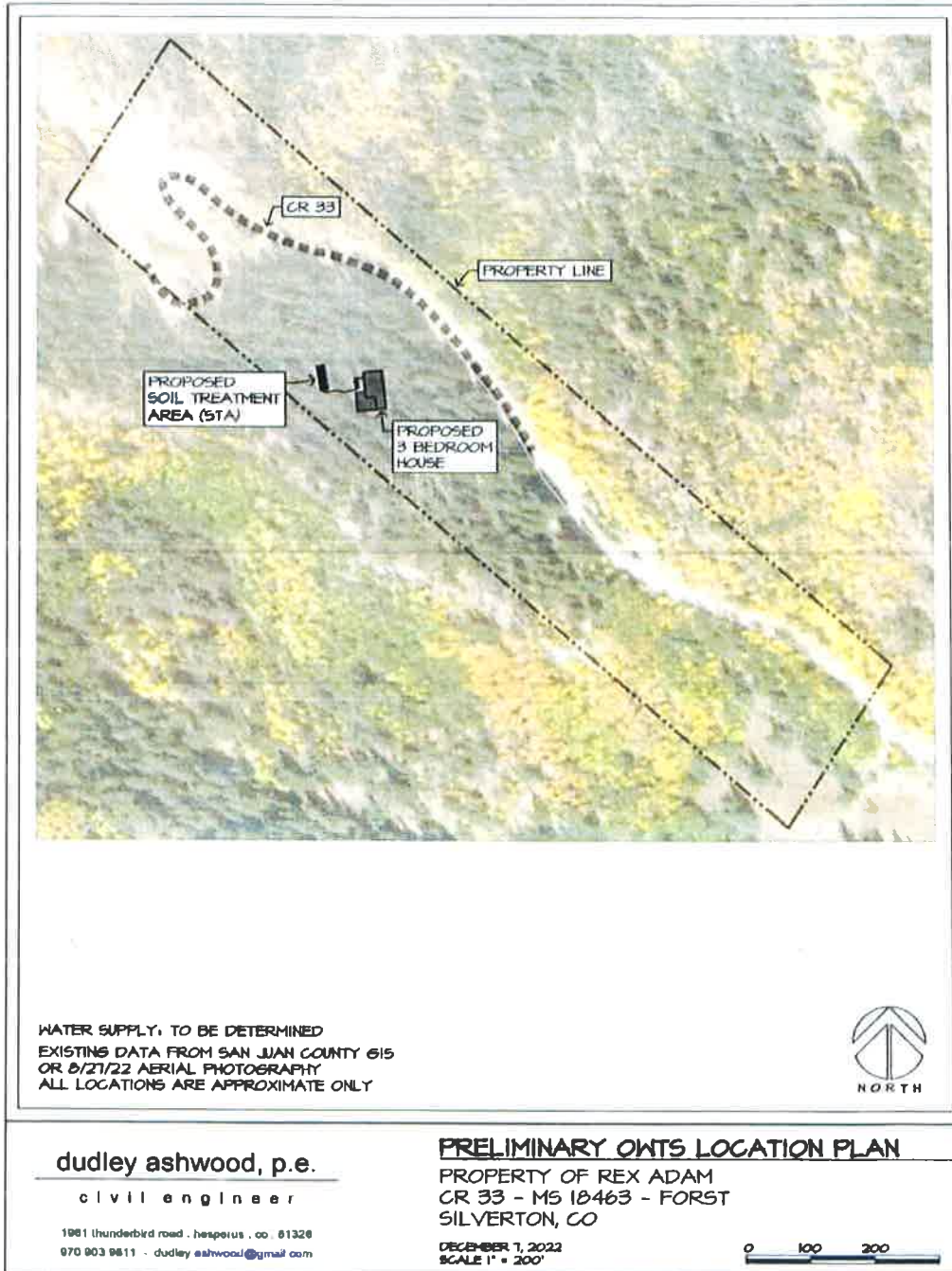


## Geologic Hazard



The building location is in the "cst" portion of the Geologic Hazard map and therefore has no geologic hazard risk.

Sewage Disposal: Test



WATER SUPPLY: TO BE DETERMINED  
EXISTING DATA FROM SAN JUAN COUNTY 615  
OR 8/21/22 AERIAL PHOTOGRAPHY  
ALL LOCATIONS ARE APPROXIMATE ONLY



**dudley ashwood, p.e.**

civil engineer

1981 thunderbird road . hesperus . co . 81328  
970 903 9811 - dudley.ashwood@gmail.com

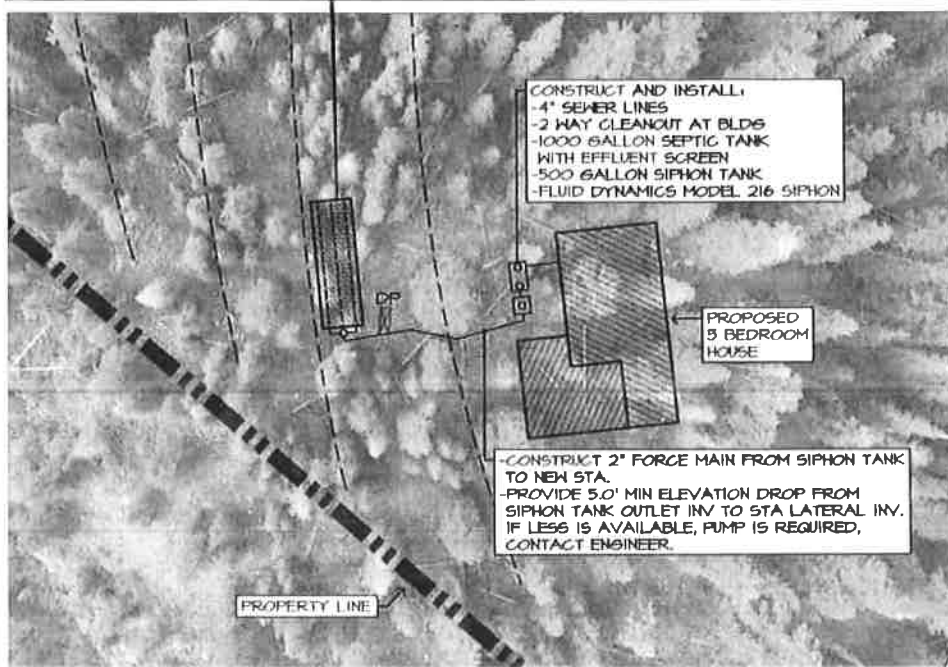
**PRELIMINARY OWTS LOCATION PLAN**

PROPERTY OF REX ADAM  
CR 33 - MS 18463 - FORST  
SILVERTON, CO

DECEMBER 1, 2022  
SCALE 1" = 200'



- CONSTRUCT NEW SOIL TREATMENT AREA (STA) (UNLINED SAND FILTER BED WITH PRESSURE DISTRIBUTION)
- EXCAVATE 12' X 30' BED INTO FRACTURED BEDROCK, MIN 60" DEEP
- THOROUGHLY FRACTURE BEDROCK BY MECHANICAL/BLASTING MEANS TO RESULT IN FREE DRAINING CONDITIONS BELOW BED
- FILL BED WITH 36" MIN OF "SAND FILTER TREATMENT MEDIA" (SEE SAND SPECIFICATIONS ELSEWHERE)
- PLACE 8" LIFT OF 3/4" WASHED CRUSHED OR SCREENED STONE
- CONSTRUCT PRESSURE DISTRIBUTION SYSTEM (SEE NOTES ELSEWHERE)
- PLACE 4" LIFT OF 3/4" WASHED CRUSHED OR SCREENED STONE COVER
- COVER BED WITH GEOTEXTILE FABRIC
- COVER WITH 12" MIN SANDY LOAM / TOPSOIL. GRADE SYSTEM AREA TO DRAIN, AND ESTABLISH FINAL VEGETATIVE COVER (ALPINE MIX)



ALL LOCATIONS MAY VARY

LOCATE WELL/CISTERN  
MIN 50' FROM SEPTIC TANK  
MIN 100' FROM STA

WATER SUPPLY: TO BE DETERMINED  
EXISTING DATA FROM SAN JUAN COUNTY GIS  
OR 8/27/22 AERIAL PHOTOGRAPHY  
ALL LOCATIONS ARE APPROXIMATE ONLY



**dudley ashwood, p.e.**  
civil engineer

10611 thunderbird road heasperus co 81326  
970 903 9811 - dudley.ashwood@gmail.com

**PRELIMINARY OWTS SITE PLAN**

PROPERTY OF REX ADAM  
CR 33 - MS 18463 - FORST  
SILVERTON, CO

DECEMBER 1, 2022  
SCALE 1" = 40'



## On-Site Wastewater Treatment System (OWTS) Permit Application

Owner: Adam Rex Phone: 435-618-1119  
 Project Address (street, town/city, zip): County Rd 33 TBD, Silverton Colorado 81433  
 Assessor's Parcel #\* 48290000010452 Subdivision: \_\_\_\_\_ Lot# \_\_\_\_\_  
 Lot Size: 14.74 (acres) # of Dwellings: 1 # of Bedrooms: 3 Water Supply: Spring  
 List Commercial Uses (e.g., office, factory, event venue): None  
 Owner's Mailing Address: PO Box 178, Escalante Utah 84726  
 Owner's Email Address: rexexcavation@gmail.com  
 \*For detailed parcel information please visit your county assessor's website or see your property tax statement\*

### On-site Wastewater Treatment System (OWTS) Permit Types

Choose the most applicable permit type from the list below and check the box in upper-left corner

<input checked="" type="checkbox"/> <b>New Construction - (\$1023.00)</b> For new OWTS and complete system replacement <ul style="list-style-type: none"> <li>Contact Registered Soil Technician and/or Professional Engineer (PE) or system designer for analysis and design development. A PE may be required dependent on site and soil conditions.</li> <li>A design must be submitted to SJBPB. SJBPB must have payment and application to review designs for permit issuance.</li> </ul>	<input type="checkbox"/> <b>Alteration - (\$973.00)</b> For changes/additions to existing permitted OWTS <ul style="list-style-type: none"> <li>Contact Registered Soil Technician and/or Professional Engineer (PE) or system designer for analysis and design development. A PE may be required dependent on site and soil conditions.</li> <li>A design must be submitted to SJBPB. SJBPB must have payment and application to review designs for permit issuance.</li> </ul>
<input type="checkbox"/> <b>Change Of Use - (\$473.00)</b> For expanded use (e.g., bedroom count) of an existing permit without system modifications, OR new service connections (e.g., garages, shops) added to an existing permit <ul style="list-style-type: none"> <li>For expanded use, provide a certification report from a Professional Engineer (PE) or system designer.</li> <li>For new service connections, provide a proposed site plan and describe scope of work below.</li> <li>Change of Use does NOT allow for connection of new uses (e.g., second dwellings, ADUs) unless the system was originally designed for it – use Alteration Instead</li> </ul>	<input type="checkbox"/> <b>Minor Repair - (\$373.00)</b> For replacement of OWTS components with no change to permitted use <ul style="list-style-type: none"> <li>Submit application with payment, transfer of title inspection report (if available) and a simple site plan showing location of repairs</li> <li>List repairs/scope of work below (e.g. tank replacement, aerators, pipe repairs, etc )</li> <li>A permit is NOT required for repair of components that do not provide treatment (e.g., fencing, tank lids, inspection ports)</li> </ul>

Please describe in detail work to be completed:  
Construction of a OWTS for a 3 bed, 2 bath house on the First Lode claim.

I acknowledge: (1) This application does not guarantee that an On-site Wastewater Treatment System ("OWTS") can be installed or a building permit issued; (2) The issuance of the OWTS permit does not imply any warranty by San Juan Basin Public Health as to the operation of the OWTS; (3) The OWTS must be constructed in accordance with the San Juan Basin Public Health On-site Wastewater Treatment System Regulations and any Conditions of Approval set by SJBPB; and (4) The owner of the property assumes the responsibility and liability for the proper maintenance of the OWTS.

Owner's Signature: [Signature] Date: 3-6-23  
 Submit completed application to [info@sjbpb.org](mailto:info@sjbpb.org) or at one of our office locations.

**This is NOT a permit; this application does not authorize construction or repairs.  
 All OWTS construction/repair work must be performed by an Installer licensed by SJBPB.**

I plan on submitting this application once my "San Juan County Application for Improvement" is accepted so that I don't incur the fee without being able to build. The email below states that SJBPB sees no reason why my application would be rejected.

**RE: Feasibility Comments San Juan County Due 03/07/2023 FW: Soil Test for Kendall Mountain House County Permit Application**

From: Brian Devine (bdevine@sjbpublichealth.org)

To: rextiama@yahoo.com

Date: Friday, February 17, 2023 at 01:39 PM CST

Spencer, as we discussed, obtaining an OWTS permit requires submission of a permit application, site and soil evaluation, and design document. Based on the available information, SJBPH has no reason to believe that a permit could not be issued for the parcel in question, MS 18463, subject to the completion of the aforementioned requirements.

Please let me know if we can provide additional information. The above does not guarantee issuance of an OWTS permit or favorable comment on a future land use application.

Have a good weekend,

**Brian Devine, MS**  
Environmental Health Director  
**970-335-2030**



Adequate Water Source

**Notice of Intent to Make Absolute**

N.O.I. # \_\_\_\_\_  
*(Assigned by SWCD)*

The below identified applicant hereby notices its intent to make absolute an increment of the Animas Service Area conditional water right decreed in Case No. 06CW127 consistent with the terms and conditions decreed therein. Use additional pages as needed.

**Applicant Information:**

Name: Adam Rex Telephone: 435-618-1119

Email Address: rexcaivation@gmail.com

Mailing Address: PO Box 178 Escalante Utah 84726  
(The approved NOI will be mailed to this address)

**Prospective Water Right Increment Information:**

Proposed Use of Water (e.g. domestic, irrigation, commercial):

Domestic

Proposed Source (groundwater, surface water):

Surface Water

Proposed Place of Use (include parcel # if possible):

18290000010452

Anticipated Amount of Depletions (number of acres irrigated, stock use, domestic surface area, and pond evaporation, etc. in the time periods per the 06CW127 decree). Please carry out to the 6<sup>th</sup> decimal place:

We want to use the water from a spring on my property for a 4 bedroom, 2 bathroom home on said property.

The applicant is advised and recognizes that the execution of this Notice of Intent to Make Absolute confers no right, title, or interest in water beyond the right to perfect an increment of the Animas Service Area conditional water right consistent with the decree in Case No. 06CW127.

Applicant is hereby given authority by Southwestern Water Conservation District and La Plata County to file an application to make the conditional water right absolute pursuant to the terms and conditions in Case No. 06CW127. The Southwestern Water Conservation District and La Plata County reserve the right to file opposition to such claim if deemed necessary.

  
\_\_\_\_\_  
Signed for the Applicant, (Title)

3-6-23  
\_\_\_\_\_  
(Date)

**Adam Rex**  
\_\_\_\_\_  
Printed Name

Governmental Endorsements:

\_\_\_\_\_  
**La Plata County**  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
**SWCD**  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
(Date)

## MEMORANDUM

July 18, 2023

TO: San Juan Regional Planning Commission

FR: William A. Tookey

RE: Bonanza Boy LLC.

Mr. Colby Barrett representing Bonanza Boy LLC has submitted a Land Use Permit application to allow for the mining remediation on the Shelbyville Lode USMS 1868 and a Planned Unit Development (PUD) for the proposed Silver Cloud Lodge. The property is located near Mill Creek in the Chattanooga area on US Highway 550.

Mr. Colby Barrett dba Bonanza Boy LLC owns approximately 256 acres in the Chattanooga Area. The property is located in the Mountain Zoning District.

The adjacent landowners have been notified via US Mail of the proposed applications. The list of adjacent property owners and copy of the letter are included.

### **Mining Reclamation**

The Mining Reclamation would be constructed through the State of Colorado Voluntary Cleanup Program (VCUP). CDPHE would monitor and approve the remediation plan and implementation.

The remediation would only occur if the applicant was confident that the rest of his proposed project could be developed. Any mining remediation should be encouraged if it is done right and provides minimal adverse impact to the site. Of primary concern, due to the location of the properties would be any visual impact.

1-114 of the Zoning and Land Use Regulations identifies the Scenic Preservation Overlay District as all property located with 1500 feet of the centerline of US 550. Some but not all of the property is located with the Scenic Preservation Overlay District. Regardless of the property location any adverse visual impact needs to be minimized as much as possible.

I have not yet visited the site with the applicant or his representative.

The Planning Commission has the option to recommend approval as submitted, denial, or approval with condition.

### **Bonanza Boy LLC Planned Unit Development Sketch Plan Application.**

The Bonanza Boy LLC submitted a Sketch Plan Application for the development of the proposed Silver Cloud Lodge.

A Planned Unit Development is a project, improvement or development which is pre-planned in its entirety, with variation permitted from regulations in the context of the

acceptance of the overall plan in its entirety on merits which outweigh the variation from regulations.

Because the application is a PUD it follows the procedures of the Chapter 7 Subdivision Regulations. The procedure allows 15 days for the Land Use Administrator to determine that the application is complete. The Planning Commission shall review the application no sooner than 20 days after the Administrator has determined the completeness. The application was submitted on June 27, 2023. The Administrative Determination was completed July 12, 2023. The Planning Commission could not review the application before August 1<sup>st</sup>. The PUD application will be listed on the August 15, 2023 Planning Commission Agenda.

The July 18<sup>th</sup> meeting can be used as an introduction to the project. The applicant can present his project and the Planning Commission can ask questions and raise concerns or issues. The formal Sketch Plan review would come before the Planning Commission at their August 15, 2023 meeting. The Planning Commission could then recommend to the County Commissioners that the sketch plan be approved, approved with conditions, or denied.

The applicant has asked for a conceptual approval of the PUD. The Planning Commission could not recommend nor could the County Commissioners grant a conceptual approval. The Planning would review and recommend the sketch plan as presented. The County Commissioners would then make a determination on the sketch plan and the applicant could then decide if he was comfortable with moving the project forward to the preliminary plan.

The application is 380 pages. I would recommend that for the July meeting you focus on the project narrative and the mine remediation.



# SAN JUAN COUNTY COLORADO

1557 GREENE STREET

P.O. BOX 466

SILVERTON, COLORADO 81433

PHONE/FAX 970-387-5766    [admin@sanjuancolorado.us](mailto:admin@sanjuancolorado.us)

July 6, 2023

To Whom It May Concern:

This letter is to inform you that Colby Barrett of Bonanza Boy LLC has submitted a Sketch Plan Application for a Planned Unit Development and Land Use Permit for Mining Reclamation. The Application is for the proposed Silver Cloud Lodge and a Phase I Mining Reclamation Voluntary Clean Up on the Shelbyville Lode MS 18168 and adjacent claims located near Chattanooga, Highway 550.

San Juan County Zoning and Land Use Regulations require that property owners within 1500 feet be notified of the application. A copy of the application can be reviewed in the office of the County Clerk, located at 1557 Greene St. Silverton, Colorado or via San Juan County's web page at <https://sanjuancounty.colorado.gov/> Copies of the application can also be reviewed upon request via the email listed above.

It is anticipated that this application will be reviewed by the Planning Commission during their meeting of July 18, 2023.

It is further anticipated that the application will be reviewed by the County Commissioners during their regular meeting of August 9, 2023.

If you have any comments or questions about the application, you may contact me by phone, mail or email listed above. You may also provide written or oral comments to the Planning Commission and to the County Commissioners.

If you have any questions or comments, please contact me at your earliest convenience.

A handwritten signature in blue ink that reads "William A. Tookey". The signature is fluid and cursive.

William A. Tookey  
Land Use Administrator





## 1.0 REMEDIATION PLAN DESIGN

The purpose of this Remediation Plan is to cap an in-place historic mine dump (waste rock resulting from turn of the century mining operations). The dump is estimated to contain up to up to 20,000 tons of waste rock with various amounts of sulfide minerals containing Pb, Zn, Ag, Cd, and Mn, among others.

A minimum two-foot cap of benign basic andesitic rock (San Juan Tuff) will be excavated on site for the cap. On slopes the cap will be from 4 to 8 feet thick. Heavy metals concentrations in excavated materials were characterized by Geosyntec (see Silver Crown Mine VCUP Application). Environmental covenants and use restrictions will be enacted to ensure the long-term performance of the historic dump cap.

### 1.1. SITE LOCATION AND DESCRIPTION

The current site location and description is given in *Figure 1 – Existing Conditions*, attached in Appendix A. The site is located approximately seven miles from the Town of Silverton, Colorado on County Road 15 with an address of 0560 CR 15, Silverton Colorado. The Site is accessed off State Hwy 550 approximately 0.5 miles up CR 15. The road to site is rugged requiring 4wd high clearance vehicles which precludes use of larger than 10 ton on-highway haulage vehicles.

### 1.2. CAP DESIGN AND MATERIAL PLACEMENT

*Figure 2 – Pad and Waste Grading* describes the Dump and Cap Design to final grade. The cap will require approximately 1,818 cubic yards of fill material to be placed on top of the historic dump and slope as a cap. The in-place volumetrics are given in Table 1 below.

Site Feature	Area (SF)				Volume (CY)		Difference ( - Import)
	Total	Cut	Fill	On Grade	Cut	Fill	
Barrow Area B	N/A	N/A	N/A	N/A	1,657	-	1,657
Grading	24,481	15,962	8,250	269	1,644	1,613	31
Barrow Area A	392	330	18	44	46	2	44
Cap Material Required	24,545	-	24,545	-	-	1,818	(1,818)
<b>Totals</b>	<b>49,418</b>	<b>16,292</b>	<b>32,813</b>	<b>313</b>	<b>3,347</b>	<b>3,433</b>	<b>(86)</b>

Barrow locations (A and B) are shown on *Figure 2 – Pad and Waste Grading*. Borrow area A, a surface cut at the north edge of the project, will provide at least forty-four cubic yards of talus composed of San Juan Tuff for capping material. The remainder of capping





material (1,657 in-place cubic yards) will be from Borrow area B which will excavated in clean San Juan Tuff underground.

*Figure 3 – Cut / Fill Map* shows the relative cut and fill thicknesses once the cap has been placed. The need for Underground Barrow is the lack of suitable surface material from the site and the extreme terrain. Haulage of material from off-site is precluded due to the hazardous road limiting trucks to ten ton double-axel with high ground clearance.

Using on-site borrow locations were selected due to the quantity of fill required for the cap. The cap requires 1,818 cubic yards to be placed, which results in approximately 260 loads trucked in by 10-ton trucks. Hauling fill with similar characteristics would have deleterious impacts to CR-15 as well as heavy on highway impacts to Hwy 550 during peak tourist season.

A geotextile (Mirafi 180N or equivalent) will be placed on top of the graded mine waste dump and will be overlain by a Geosynthetic Clay Liner (Bento Mat GCL DN-H5 or equivalent). Six inches of screened capping material (-1/2 inch) over will be placed over the GCL and then covered by a minimum of eighteen inches of run of mine (ROM) San Juan Tuff capping material.

The slope shall be constructed with welded wire mesh forms. The wire form detail and wall construction detail can be seen on *Figure 5 – Wall Details* and *Figure 6 – Typical Details*. The forms measure 1.5 ft x 1.5 ft x 10 ft. A row of forms shall be placed at the toe of the slope and filled with benign San Juan Tuff.

Two layers of geofabric (Mirafi HP270 or equivalent) shall be installed from the back of the wire form into the slope one at the toe of the forms and the other at half height. The length shall be field fit by the contractor and will increase in length as the height of the slope increases. This geotextile shall be buried with fill material or with benign San Juan Tuff. Each additional row shall be placed 7.5 inches from the top of the previous row and constructed in an identical manner to the previous layer. This will result in an overall slope angle of approximately 69 degrees. Other alternative slope configurations are also presented in Figure 5.

### **1.3. COST ESTIMATE**

The remediation project has been broken down into eight tasks. A discussion of each task and a summary of the anticipated remediation cost can be seen below. The detailed breakdown of this cost is presented in Appendix B.

#### **Mobilization**

Mobilization will take 2-weeks and will consist of prepping equipment for the project, hauling it to site, and staging infrastructure and consumable storage including setting two explosive magazines on site. Mobilization is estimated to cost \$48,240.



## **Security and Stormwater Control Install**

The installation of fences, gates, and stormwater controls are anticipated to take 2-weeks. This will include a perimeter security fence, gate, stormwater diversion and collection ditches, the stormwater sediment pond, pond discharge, stormwater controls at the base of the slope. Securing the site is a high priority due to the nature of the remediation as well as the use of explosives. Security and Stormwater Controls is estimated to cost \$46,453.

## **Cap Grading**

Cap grading is estimated to take 2-days. The cap grading will cut the pad surface elevation to two feet below the final elevation requirement to make room for the compacted fill. The material that is graded will be placed onto the sides of the dump slope. Cap Grading is estimated to cost \$10,420.

## **Surface Borrow Area A**

The Surface Borrow Area A will take 1-week to construct. This involves cutting back the hillside on the north edge of the site and installing a short retaining wall. This same wall will be used in later development once remediation is complete. The Surface Borrow Area A is estimated to cost \$22,070 to complete.

## **Portal Rehabilitation**

The portal rehabilitation is expected to take 2-weeks to complete. This will consist of digging out the current portal, installing steel sets to support the portal area, and installation of additional ground support as determined in the field. The Portal Rehabilitation is estimated to cost \$89,873.

## **Underground Borrow Area B**

The Under Ground Borrow area will 25-weeks days to complete. Once the portal has been rehabilitated mining crews will expand one hundred of existing historic tunnel from 4x7ft to approximately 9x9ft. After 100ft of tunnel expansion a large excavation will be created to supply the capping material (approximately 100ft x 20ft x 12ft). If additional material is required, an additional eighty-five feet of tunnel behind the larger excavation will be created. The material that is removed during this phase will be used for the final cap. The Underground Borrow Area B is estimated to cost \$781,808.

## **Slope Construction**

The Slope Construction will occur contiguous with excavation from borrow areas A & B. Slope construction will consist of placement of borrow material in 6-inch-thick lifts and compacted to 95% dry density, to a final depth of at least two feet. Once Slope



construction is completed the Mirafi 180N will be laid down over the entire graded area, followed by the GCL and then covered with six of graded San Juan Tuff followed by a minimum of eighteen of ROM as a wear surface. Slope Construction is estimated to cost \$283,002.

## Demobilization


Demobilization will last 1 week and consists of removing all temporary fences, storm water control measures, and decontaminating all equipment and tools before removal from the site. Demobilization will cost \$26,380.

## Cost Summary

An estimated project cost summary is given below. Detailed projections for labor, material and consumables are given in Appendix B.

TASK COST SUMMARY								PAGE	2
FIRM AND LOCATION								OF	12
B. K. Briggs & Associates, LLC 2019 Otter Pond Circle, Montrose, CO 81401								PROJECT MANAGER	
								Brian Briggs	
PROJECT								DATE	
Silver Cloud - VCUP								5/26/2023	
								CLIENT	
								Colby Barrett, Silverton, CO	
TASK	ACTIVITY	TOTAL LABOR	DIRECT EXPENSES	EQUIPMENT	TRAVEL	SUBTOTAL	SUBS	Management Burcharge*	TOTAL
1	Mobilization	\$ 32,280	\$ -	\$ 9,360	\$ -	\$ 41,640	\$ 6,000	\$ 600	\$ 48,240
2	Security and Stormwater Control Install	\$ 34,780	\$ 3,730	\$ 7,570	\$ -	\$ 46,080	\$ -	\$ 373	\$ 46,453
3	Cap Grading	\$ 8,540	\$ -	\$ 1,880	\$ -	\$ 10,420	\$ -	\$ -	\$ 10,420
4	Surface Borrow Area A	\$ 17,390	\$ -	\$ 4,680	\$ -	\$ 22,070	\$ -	\$ -	\$ 22,070
5	Portal Rehabilitation	\$ 42,380	\$ 34,912	\$ 9,090	\$ -	\$ 86,382	\$ -	\$ 3,491	\$ 89,873
6	Underground Borrow Area B	\$ 453,900	\$ 203,544	\$ 104,010	\$ -	\$ 761,454	\$ -	\$ 20,354	\$ 781,808
7	Slope Construction	\$ 82,450	\$ 163,593	\$ 20,600	\$ -	\$ 266,643	\$ -	\$ 16,359	\$ 283,002
8	Demobilization	\$ 16,800	\$ -	\$ 2,980	\$ -	\$ 19,780	\$ 6,000	\$ 600	\$ 26,380
9	Construction Overhead and Management (20%)								\$ 261,649
<b>Total</b>		<b>\$ 688,520</b>	<b>\$ 405,779</b>	<b>\$ 160,170</b>	<b>\$ -</b>	<b>\$ 1,254,468</b>	<b>\$ 12,000</b>	<b>\$ 41,778</b>	<b>\$ 1,569,895</b>



2019 Otter Pond Circle  
Montrose, CO 81401  
(970) 596-1992  
bbriggs@bkbassoc.com

Silver Crown  
EXISTING CONDITIONS

Drawing No.: C1

DATE: 05-12-2023 DRAWN BY: TAL  
SCALE: NTS APPROVED BY: BKB  
FILE: SILVER CLOUD SWAMP MAP.DWG

DATE	REVISION

**Engineer's Certification**

I, Travis Austin Leach, being a Registered Professional Engineer in the State of Colorado, do hereby certify that the drawing has been completed by me or under my direct supervision and that it is true and correct to the best of my knowledge and belief.













