TOWN OF PARKER COUNCIL AGENDA
June 1, 2020

Notes:
Town Council meeting packets are prepared several days prior to the meeting. This information is reviewed and studied by the Councilmembers eliminating lengthy discussions to gain a basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the part of Council.

Ordinances listed for first reading are being approved to introduce them. Public comment will be held upon second reading.

Start times for regular agenda items are tentative; some items may be held earlier than scheduled time.

1. TOWN COUNCIL MEETING SCHEDULE

A. 5:30 P.M. – Call to Order Town Council Meeting and Roll Call

B. Executive Session – Immediately following Call to Order/Roll Call – (See Attached)

C. Reconvene Town Council Meeting at 7:00 P.M. or as soon thereafter as the regular public meeting can be conducted.

2. PARKER CHAMBER OF COMMERCE UPDATES

3. DOWNTOWN BUSINESS ALLIANCE UPDATES

4. PUBLIC COMMENTS (No action will be taken on these items.)

Public Comment is an opportunity for Town residents and other interested individuals to speak about items that are NOT on the agenda. This comment period is limited to 30 minutes total time, with each individual allowed a maximum of 3 minutes to speak. You must sign up ahead of time in order to comment, and that sign up begins 30 minutes before the start of the meeting. The Council will accommodate as many speakers as possible during this time—with preference to Town residents—but if public comment extends beyond the allotted 30 minutes, Town Council will continue the comment period at the end of the meeting, prior to adjourning for those who signed up before the meeting.

5. REPORTS, ITEMS AND COMMENTS FROM MAYOR AND COUNCIL

6. CONSENT AGENDA

Consent Agenda Items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless Council votes to remove an item for individual discussion. Ordinances on the Consent Agenda are for introduction only and will not be removed for discussion.

A. ORDINANCE NO. 5.37.1 - First Reading
A Bill for an Ordinance to Amend Chapter 4.05 of the Parker Municipal Code Regarding Unclaimed Property

Department: Town Attorney, Kristin Schledorn
Second Reading: June 15, 2020

B. ORDINANCE NO. 5.32.4 - First Reading
A Bill for an Ordinance to Amend Section 10.01.060 of the Parker Municipal Code Concerning Pedestrians on Medians and Shoulders

Department: Town Attorney, Jamie Wynn
Second Reading: June 15, 2020

C. ORDINANCE NO. 9.317 - First Reading
A Bill for an Ordinance to Approve the Amended and Restated Intergovernmental Agreement By and Between the Town of Parker and Meadowlark Metropolitan District

Department: Town Attorney, Kristen Schledorn
Second Reading: June 15, 2020

D. CONTRACTS ABOVE $100,000

1. J. Morgan Extension - Phase 1 Final, Design Professional Services Agreement

Amount: $141,631.00
Contractor: Stanley Consultants, Inc.
Department: Engineering and Public Works, Tom Gill

2. Dransfeldt Road Extension - Preliminary Drainage

Amount: $104,832
Contractor: Muller Engineering Company
Department: Engineering and Public Works, Chris Hudson

7. ORDINANCES

A. ORDINANCE NO. 1.545 - Second Reading
A Bill for an Ordinance Stating the Intent of the Town of Parker to Acquire Temporary Construction Easements for the Purpose of Constructing and Improving Cottonwood Drive, a Town Roadway, through the Utilization of the Town's Power of Eminent Domain, and Directing the Town's Staff and Town Attorney to Notify All Persons Affected Thereby of the Above-Stated Intent of the Town, and Thereafter to Comply with all Pertinent Provisions of C.R.S. § 38-1-101, et seq. Relating to Good Faith Negotiations

Department: Engineering/Public Works, Chris Hudson

B. ORDINANCE NO. 5.06.40.1 - Second Reading
A Bill for an Ordinance to Amend Section 8.07.110 of the Parker Municipal Code Concerning Sitting or Lying Down in the Public Right-of-Way

Department: Town Attorney, Jamie Wynn

C. ADMINISTRATIVE CODE AND FEES

Department: Town Attorney, Kristen Schledorn
Town Administrator, Dannette Robberson
Community Development, Randy Sale

1. ORDINANCE NO. 4.89.6 - Second Reading
A Bill for an Ordinance to Amend Sections 11.01.030 of the Parker Municipal Code Concerning the Parker Administrative Code

2. ORDINANCE NO. 3.01.122 - Second Reading
A Bill for an Ordinance to Amend Section 13.01.080 of the Parker Municipal Code Concerning Fees to be Established by Council Resolution

3. RESOLUTION NO. 20-028
A Resolution to Adopt the Development-Related User Fee Schedule and Administrative Code Fee Schedule, Effective June 15, 2020

8. PUBLIC HEARINGS

A. CHERRY CREEK SOUTH METROPOLITAN DISTRICT NO. 10
(Continued from 5/18/20 and to be continued to June 15, 2020)

Department: Town Attorney, Kristin Hoffmann

1. RESOLUTION NO. 20-020
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 10

2. ORDINANCE NO. 9.315 - Second Reading
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No.10

B. CHERRY CREEK SOUTH METROPOLITAN DISTRICTS NOs. 4-9 and 11
(Continued from 5/18-20 and to be continued to 6/15/20)

Department: Town Attorney, Kristin Hoffmann

1. RESOLUTION NO. 20-021
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 4

2. ORDINANCE NO. 9.309 - Second Reading
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No. 4

3. **RESOLUTION NO. 20-022**
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 5

4. **ORDINANCE NO. 9.310 - Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No. 5

5. **RESOLUTION NO. 20-023**
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 6

6. **ORDINANCE NO. 9.311 - Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No. 6

7. **RESOLUTION NO. 20-024**
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 7

8. **ORDINANCE NO. 9.312 - Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No. 7

9. **RESOLUTION NO. 20-025**
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 8

10. **ORDINANCE NO. 9.313 - Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No. 8

11. **RESOLUTION NO. 20-026**
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 9

12. **ORDINANCE NO. 9.314 - Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No. 9

13. **RESOLUTION NO. 20-027**
A Resolution to Approve the First Amended and Restated Service Plan for Cherry Creek South Metropolitan District No. 11

14. ORDINANCE NO. 9.316 - Second Reading
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Town of Parker and Cherry Creek South Metropolitan District No.11

9. ADJOURNMENT

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Kristin Hoffmann, Deputy Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **ORDINANCE NO. 5.37.1 - First Reading**
A Bill for an Ordinance to Amend Chapter 4.05 of the Parker Municipal Code Regarding Unclaimed Property

Department: **Town Attorney, Kristin Schledorn**
Second Reading: **June 15, 2020**

EXECUTIVE SUMMARY

This ordinance revises Chapter 4.05 of the Parker Municipal Code to comply with changes required by SB 19-088, concerning the adoption of the Revised Uniform Unclaimed Property Act.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

SB 19-088, which takes effect on July 1, 2020, adopts the Revised Uniform Unclaimed Property Act. In order for the provisions of the Act to not apply to a local government, the local government must adopt an ordinance relating to the disposition of property, which (1) requires the Town to hold the property for the owner for at least five years after it is presumed abandoned under C.R.S. 38-13-201(1)(j) (one year after the property becomes distributable); and (2) provides the State Treasurer with specified information concerning such property. This ordinance makes those changes to Chapter 4.05 of the Parker Municipal Code, entitled Unclaimed Property.

FINANCIAL IMPACT

Minimal impact, primarily related to increased administrative time.

STRATEGIC GOAL(S)

INNOVATE WITH COLLABORATIVE GOVERNANCE

ATTACHMENTS

1. Ordinance No. 5.37.1

RECOMMENDED MOTION

I move to approved Ordinance No. 5.37.1 on first reading and to schedule second reading on June 15, 2020, as part of the consent agenda.

ORDINANCE NO. 5.37.1, Series of 2020

TITLE: A BILL FOR AN ORDINANCE TO AMEND CHAPTER 4.05 OF THE PARKER MUNICIPAL CODE REGARDING UNCLAIMED PROPERTY

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. Section 4.05.020 of the Parker Municipal Code is amended to read as follows:

4.05.020 Definitions.

Unless otherwise required by context or use, words and terms shall be defined as follows:

* * *

Unclaimed property means any tangible or intangible property, including any income or increment derived therefrom, less any lawful charges, that is held by or under the control of the Town and which has not been claimed by its owner for a period of more than ~~**two (2)**~~ **six (6)** years after it became ~~**payable or**~~ distributable. For the purposes of this Chapter, *unclaimed property* shall not include lost, abandoned or recovered stolen personal property, as provided in Chapter 8.14 of this Code. The disposition of lost, abandoned or recovered stolen personal property shall be governed by the provision contained in Chapter 8.14, notwithstanding any provision of this Chapter.

Section 2. Chapter 4.05 of the Parker Municipal Code is amended by the addition of a new Section 4.05.040, Annual notice to State Treasurer, to read as follows:

4.05.040 Annual notice to State Treasurer.

The Finance Director shall provide the State Treasurer with an alphabetical list of the owners for whom the Town holds property that is presumed abandoned under this Chapter and the value of such property. Such information shall be provided to the State Treasurer in electronic format.

Section 2. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 3. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Jamie Wynn, Assistant Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **ORDINANCE NO. 5.32.4 - First Reading**
A Bill for an Ordinance to Amend Section 10.01.060 of the Parker Municipal Code Concerning Pedestrians on Medians and Shoulders

Department: **Town Attorney, Jamie Wynn**
Second Reading: **June 15, 2020**

EXECUTIVE SUMMARY

The purpose of this amendment is to update the Parker Municipal Code to address safety concerns with respect to pedestrians located on certain medians and shoulders on and along the roadways in the Town.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

The Code section entitled Solicitation on or near street or highway, has been retitled as Pedestrians on medians and shoulders, and has been modified to further detail the specific traffic flow considerations and operations as well as the focus on the safety concerns of pedestrians on certain medians and shoulders which pose a higher safety risk for pedestrian traffic.

Under the applicable national standards, the recommended minimum safe width for pedestrian safety islands is 6 feet. In the Town of Parker, the majority of roadways that would be subject to this proposed Ordinance have medians that exceed 7 feet in width, with the exception of these medians that narrow at intersections for specific purposes, such as accommodating left-hand turn lanes.

The suggested changes to this Code section, focus specifically on detailing the safety concerns for any individual located on any narrow or unraised portion of a median or shoulder, and provide for certain specific listed exceptions.

FINANCIAL IMPACT

None.

STRATEGIC GOAL(S)

ATTACHMENTS

1. Ordinance No. 5.32.5

RECOMMENDED MOTION

I move to approve Ordinance No. 5.32.4 on first reading and to schedule second reading for June, 15, 2020, as part of the consent agenda.

ORDINANCE NO. 5.32.5, Series of 2020

TITLE: A BILL FOR AN ORDINANCE TO AMEND SECTION 10.01.060 OF THE PARKER MUNICIPAL CODE CONCERNING PEDESTRIANS ON MEDIANS AND SHOULDERS

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. Section 10.01.060 of the Parker Municipal Code is amended to read as follows:

10.01.060 ~~Solicitation on or near street or highway.~~ Pedestrians on medians and shoulders.

(a) The purpose of this Section is to prevent dangers to persons and property, to prevent delays and to avoid interference with the traffic flow. Roadways that have center medians often are designed to deal with specific traffic flow **considerations** ~~**problems**~~. Any delay or distraction may interfere with traffic **operations and safety** ~~**planning**~~. ~~**Sometimes persons stand near intersections and near traffic lights to contact drivers or passengers in cars that are passing or that are stopped temporarily due to traffic lights.**~~

(b) Furthermore, pedestrians on narrow raised medians, or on medians and shoulders without curbs that are not raised from the adjacent vehicular travel lane, pose a public safety hazard.

~~**(b)**~~ **(c)** It shall be unlawful for any person to ~~**solicit employment, business, contributions or sales of any kind, or collect monies for the same, from the occupant of any vehicle traveling upon any street or highway when such solicitation or collection:**~~ **sit, stand, or otherwise be located on any median without curb(s) and that is not raised from the adjacent vehicular travel lane, any raised median which is less than seven (7) feet in width measured from the curb face(s), or any shoulder without a curb and that is not raised from the adjacent vehicular travel lane within seven (7) feet measured from of the edge of street pavement or outside lane striping. This provision does not apply to roadways with posted speeds of twenty-five (25) miles per hour or less or private roadways.**

~~**(1) Causes the person performing the activity to enter onto the traveled portion of a street or highway.**~~

~~**(2) Involves the person performing the activity to be located upon any median area which separates traffic lanes for vehicular travel in opposite directions.**~~

~~**(3) The person performing the activity is located such that vehicles cannot move into a legal parking area to safely conduct the transaction.**~~

~~**(c) It shall be unlawful for any person to solicit or attempt to solicit employment, business or contributions of any kind from the occupant of any vehicle on any highway included in the interstate system, including any entrance to or exit from such highway.**~~

~~**(d) For purposes of this Section, the *traveled portion of the street or highway* shall mean that portion of the road normally used by moving motor vehicle traffic.**~~

(d) The following shall be exceptions to this Section:

(1) Public Works, Police, Parks or other public safety personnel engaged in the performance of their official duties.

(2) Any contractors or utility company personnel specifically authorized by the state or the Town to access a restricted median or shoulder, who are engaged in the performance of their job duties.

(3) Pedestrians utilizing a restricted median or restricted shoulder as a refuge at a designated crosswalk because they were not able to safely cross the entire roadway

(4) Any provision of the Model Traffic Code, as adopted under Section 7.01.020 of this Chapter, that specifically allows for pedestrians or wheelchairs on medians or shoulders.

(e) A violation of this Section shall be civil in nature and punishable by civil penalties of not more than four hundred ninety-nine dollars ($499.00) to be determined and assessed at the discretion of the Municipal Judge. No jail sentence shall be available as a possible penalty for such a violation.

Section 2. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 3. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

<u>Section 4</u>. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Kristin Hoffmann, Deputy Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **ORDINANCE NO. 9.317 - First Reading**
A Bill for an Ordinance to Approve the Amended and Restated Intergovernmental Agreement By and Between the Town of Parker and Meadowlark Metropolitan District

Department: **Town Attorney, Kristen Schledorn**
Second Reading: **June 15, 2020**

EXECUTIVE SUMMARY

This ordinance approves the amended and restated intergovernmental agreement with Meadowlark Metropolitan District, as part of the approval of an amended and restated service plan for the District, scheduled for public hearing on June 15, 2020.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

The Town Council approved the Service Plan for the Meadowlark Metropolitan District in 2018. The District is seeking to amend and restate its service plan to conform to the Town's updated special district policy and model service plan. A public hearing on the amended and restated service plan is scheduled for on June 15, 2020. As part of that process, the District is also seeking to amend and restate its intergovernmental agreement with the Town.

FINANCIAL IMPACT

The District will levy and remit to the Town five mills to be used for the construction and maintenance of infrastructure in connection with the impacts of development in the District.

The District is responsible for providing funding for construction of certain regional infrastructure including design and construction of one-half of a portion of Crowfoot Valley Road; payment for 100% of the costs to design and construct a required traffic signal at the intersection of Crowfoot Valley Road and Henslow Parkway; and payment to the Town of

$1,786,000 to construct certain improvements to Lemon Gulch.

STRATEGIC GOAL(S)

ATTACHMENTS

1. Ordinance No. 9.317

RECOMMENDED MOTION

I move to approve Ordinance No. 9.317 on first reading and to schedule second reading on June 15, 2020, as part of the consent agenda.

ORDINANCE NO. 9.317, Series of 2020

TITLE: A BILL FOR AN ORDINANCE TO APPROVE THE AMENDED AND RESTATED INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE TOWN OF PARKER AND MEADOWLARK METROPOLITAN DISTRICT

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. The Town Council of the Town of Parker hereby approves the Amended and Restated Intergovernmental Agreement by and between the Town of Parker and Meadowlark Metropolitan District, which is attached hereto as **Exhibit 1** and incorporated herein by this reference, and authorizes the Mayor of the Town to enter into the Agreement on behalf of the Town.

Section 2. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 3. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

EXHIBIT 1

TOWN OF PARKER
MODEL INTERGOVERNMENTAL AGREEMENT
BY AND AMONG THE TOWN OF PARKER, COLORADO,
MEADOWLARK METROPOLITAN DISTRICT,

THIS AGREEMENT (the "Agreement") is made and entered into as of this ___ day of _____, 2020, by and among the TOWN OF PARKER, a home rule municipal corporation of the State of Colorado (the "Town") and the MEADOWLARK METROPOLITAN DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (the "District"). The Town and the District are collectively referred to as the "Parties".

WITNESSETH:

WHEREAS, C.R.S. § 29-1-203 authorizes the Parties to cooperate and contract with one another regarding functions, services and facilities each is authorized to provide; and

WHEREAS, the District was organized to provide those services and to exercise powers as are more specifically set forth in the Amended and Restated Service Plan approved by the Town on June 15, 2020 (the "Service Plan"); and

WHEREAS, the District Service Plan establishes the District's financial plan for the public improvements in the service area; and

WHEREAS, the Service Plan makes reference to the execution of an intergovernmental agreement between the Town and the District, as required by Chapter 10.11 of the Town Code; and

WHEREAS, the Town entered into that certain Subdivision Improvement Agreement with Meritage Homes of Colorado, Inc. on March 7, 2019, (the "Development Agreement"), which provides in part for the formation of a special taxing district to fund certain public improvements that are necessary and desirable for the development contemplated by the Development Agreement; and

WHEREAS, specific regional improvements were identified in the Service Plan and Development Agreement, and include : (a) design and construction (or payment therefor) of one half of Crowfoot Valley Road adjacent to the Property as a four-lane arterial section as set forth in the Development Agreement (the "Crowfoot Valley Road Improvements"); (b) payment to the Town of one hundred percent (100%) of the costs to design and construct the required traffic signal at the intersection of Crowfoot Valley Road and Henslow Parkway (the "Traffic Signal Payment"); and (c) payment to the Town of an amount of $1,786,000 (the "Lemon Gulch Payment"), for the costs to construct all improvements to Lemon Gulch through the Property (the "Regional Infrastructure"), which Regional Infrastructure the Town has determined is necessary or desirable in connection with the impacts of the development of the Property; and

WHEREAS, pursuant to the Development Agreement, the Town is responsible for constructing and owning the Regional Infrastructure, and the District is responsible for providing funding for the construction of the Regional Infrastructure; and

WHEREAS, in accordance with the provisions of the Service Plan, the District has agreed to levy a property tax of 5 mills that will be used for the planning, design and construction of the Regional Infrastructure (the "Infrastructure Capital Mill Levy"), and the District has conducted an election under Article X, Section 20 of the Colorado Constitution ("TABOR") to enable it to impose the Infrastructure Capital Mill Levy and to issue debt repayable from the Infrastructure Capital Mill Levy; and

WHEREAS, the Parties to this Agreement acknowledge the need for the Regional Improvements in order to accomplish the comprehensive development of the property located within the District's service area (the "Property"); and

WHEREAS, the Parties further acknowledge that the Town will also have certain infrastructure capital and maintenance needs resulting from the development of the Property ("Town Infrastructure"); and

WHEREAS, in accordance with the provisions of the Service Plan, the District has agreed to levy a property tax of 5 mills that will be used for the planning, design, construction and maintenance of the Town Infrastructure (the "Town Capital and Maintenance Mill Levy"), and the District has conducted an election under TABOR to enable it to impose the Town Capital and Maintenance Mill Levy and to issue debt repayable from the Town Capital and Maintenance Mill Levy; and

WHEREAS, the Parties further acknowledge that the District will have certain ongoing administrative obligations, and in accordance with the provisions of the Service Plan, the District has agreed to levy a property tax of 5 mills (the "Operation and Maintenance Mill Levy") for such purposes; and

WHEREAS, the Town has approved the final plat for Filing No. 1 and Filing No. 2 of the Property; and

WHEREAS, the Parties have determined it to be in the best interests of their respective taxpayers, residents and property owners to enter into this Intergovernmental Agreement ("Agreement") to address the utilization of the various mill levies as well as certain other matters related to the organization, powers and authorities of the District.

WHEREAS, any capitalized term not specifically defined in this Agreement shall have that meaning as set forth in the Service Plan; and

NOW, THEREFORE, in consideration of the covenants and mutual agreements herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Infrastructure Capital Mill Levy. The District agrees to impose a property tax of 5 mills that shall be used for the planning, design and construction of the Regional Infrastructure.

The utilization of the Infrastructure Capital Mill Levy is set forth on Exhibit A to this Agreement.

2. Town Capital and Maintenance Mill Levy. The District agrees to impose a property tax of 5 mills that shall be used for the planning, design, construction and/or maintenance of the Town Infrastructure. The utilization of the Infrastructure Capital Mill Levy is set forth on Exhibit B to this Agreement.

3. Operation and Maintenance Mill Levy. The District agrees to impose a property tax of 5 mills, 5 mills of which shall be used for the ongoing administrative expenses of the District, and 0 of which shall be used for the maintenance of certain of the Regional Infrastructure, as set forth on Exhibit C to this Agreement.

4. General Provisions Applicable to the Mill Levies. The Infrastructure Capital Mill Levy and the Town Capital and Maintenance Mill Levy shall be imposed by the District the first year the District certifies a Maximum Debt Mill Levy and shall be subject to the Mill Levy Adjustment. The Operation and Maintenance Mill Levy shall be imposed by the District at the District's discretion. The District acknowledges and agrees that requirement to levy the Infrastructure Capital Mill Levy, the Town Capital and Maintenance Mill Levy and the Operation and Maintenance Mill Levy (together, the "Mill Levies") is a material consideration in, and a condition of, the Town's approval of the District's Service Plan, and that the Town has relied thereon in approving the District's Service Plan. The District specifically agrees that the requirement that the District impose the Mill Levies and to utilize the funds as set forth in this Agreement shall be enforceable by the Town by all remedies available at law or in equity, including without limitation affirmative injunctive relief. The District represents and warrants that it has obtained all voter authorizations to enable it to impose the Mill Levies, and to pledge the revenues from the Infrastructure Capital Mill Levy and the Town Capital and Maintenance Mill Levy to the repayment of debt issued by either the District or the Town, if and as applicable.

The District shall remit any revenues from the Mill Levies that are due to the Town no later than March 15 and June 30 each year, and the Town shall deposit and maintain such revenues in a separate fund earmarked specifically for use only as set forth in this Agreement (the "Meadowlark Metropolitan District Fund"). Any revenues from the Mill Levies the District receives after June 30 shall be remitted to the Town within 30 days of their receipt. The monies in the Meadowlark Metropolitan District Fund may be applied to any design, planning, engineering, surveying, construction management, labor, materials, operations and administrative costs related to construction of the Regional Infrastructure and the Town Infrastructure as further detailed in this Agreement. On a quarterly basis, the Town shall provide to the District an accounting of revenues received from the District attributable to the Mill Levies, along with an itemization of expenditures made in major categories.

5. Operation and Maintenance of the Public Improvements. The District shall dedicate the Public Improvements to the Town or other appropriate jurisdiction or owners association in a manner consistent with the final approved plat, other rules and regulations of the Town, and applicable provisions of the Town Code. The District shall not be authorized to operate and maintain any part or all of the Public Improvements, or any other improvements,

public or private, unless specifically provided for in this Agreement or separate agreement with the Town. The District shall not own fee title to any real property.

6. Fire Protection. The District shall not be authorized to plan for, design, acquire, construct, install, relocate, redevelop, finance, operate or maintain fire protection facilities or services, unless specifically provided for in this Agreement or separate agreement with the Town. This provision shall limit the District's authority to plan for, design, acquire, construct, install, relocate, redevelop or finance fire hydrants and related improvements installed as part of the water system.

7. Television Relay and Translation; Mosquito Control and Other Limitations. Unless specifically provided for in this Agreement or separate agreement with the Town, the District shall not be authorized to plan for, design, acquire, construct, install, relocate, redevelop, finance, operate, maintain or provide: (a) any television relay and translation facilities and services, other than for the installation of conduit as a part of a street construction project; (b) any mosquito control facilities and services; (c) any solid waste disposal, collection and transportation facilities and services; and (d) any security, covenant enforcement and design review services.

8. Construction Standards. The District will ensure that the Public Improvements are designed and constructed in accordance with the standards and specifications of the Town and of federal and state governmental entities having proper jurisdiction. The District will obtain the Town's approval of civil engineering plans and will obtain applicable permits for construction and installation of Public Improvements prior to performing such work.

9. Issuance of Privately Placed Debt. Prior to the issuance of any privately placed bonds or other obligations, the payment of which the District has promised to impose an *ad valorem* property tax mill levy ("Debt"), the District shall obtain the certification of an External Financial Advisor substantially as follows:

> We are [I am] an External Financial Advisor within the meaning of the District's Service Plan.
>
> We [I] certify that (1) the net effective interest rate (calculated as defined in Section 32-1-103(12), C.R.S.) to be borne by the District for the [insert the designation of the Debt] does not exceed a market [tax-exempt] [taxable] interest rate, using criteria deemed appropriate by us [me] and based upon our [my] analysis of comparable high yield securities; and (2) the structure of [insert designation of the Debt], including maturities and early redemption provisions, is reasonable considering the financial circumstances of the District.

10. Inclusion and Exclusion. The District shall not include within its boundaries any property outside the Service Area (as defined in the Service Plan) without the prior written consent of the Town Council. The District shall not exclude any property from the District if

such exclusion will result, or is reasonably anticipated to result, in detriment to the remaining residents and taxpayers within the District, or to the District's bondholders.

11. Total Debt Issuance. The District shall not issue Debt in excess of the combined maximum of $26,818,750 in total aggregate principal amount, provided that such limitation shall not be applicable to refunding Bonds issued by the District to refund outstanding Debt.

12. Monies from Other Governmental Sources. The District shall not apply for or accept Conservation Trust Funds, Great Outdoors Colorado Funds, or other funds available from or through governmental or non-profit entities that the Town is eligible to apply for, except as may be specifically provided for herein. This Section shall not apply to specific ownership taxes which shall be distributed to and constitute a revenue source for the District without any limitation.

13. Consolidation; Dissolution. The District shall not file a request with any Court to consolidate with another Title 32 district without the prior written consent of the Town. The District agrees that it shall take all action necessary to dissolve the District in accordance with the provisions of the Service Plan and applicable state statutes.

14. Service Plan Amendment Requirement. Any action of any of the District which violates the limitations set forth in Sections V.A.1-13 or VI.B-H of the Service Plan, or which constitutes a material modification under Parker Municipal Code section 10.11.060, shall be deemed to be a material modification to the Service Plan and the Town shall be entitled to all remedies available under State and local law to enjoin any such action(s) of the District. The Town may also seek damages for breach of this Agreement arising from violations by any of the District of any provision of the Service Plan.

15. Applicable Laws. The District acknowledges that the property within its boundaries shall be subject to all ordinances, rules and regulations of the Town, including without limitation, ordinances, rules and regulations relating to zoning, subdividing, building and land use, and to all related Town land use policies, master plans and related plans.

16. Annual Report. The District shall submit an annual report ("Annual Report") to the Town no later than September 1st of each year following the year in which the Order and Decree creating the District have been issued by the District Court for and in Douglas County, Colorado, pursuant to Parker Municipal Code section 10.11.040 and containing the information set forth in Section VII of the Service Plan.

17. Notices. All notices, demands, requests or other communications to be sent by one party to the other hereunder or required by law, including the Annual Report, shall be in writing and shall be deemed to have been validly given or served by delivery of same in person to the address or by courier delivery, via Federal Express or other nationally recognized overnight air courier service, or by depositing same in the United States mail, postage prepaid, addressed as follows:

To the District: Meadowlark Metropolitan District
c/o McGeady Becher P.C.
450 E. 17th Avenue, Suite 400

Denver, Colorado 80203
Attn: Paula Williams
Phone: 303-592-4380
Fax: 303-592-4385

To the Town: Town of Parker
20120 E. Mainstreet
Parker, CO 80138-7334
Attn: Jim Maloney Town Attorney
cc: Mary Lou Brown, Finance Director

Phone: (303) 841-0353
Fax: (303) 840-9792

All notices, demands, requests or other communications shall be effective upon such personal delivery or one (1) business day after being deposited with Federal Express or other nationally recognized overnight air courier service or three (3) business days after deposit in the United States mail. By giving the other party hereto at least ten (10) days written notice thereof in accordance with the provisions hereof, each of the Parties shall have the right from time to time to change its address.

18. Miscellaneous.

A. Effective Date. This Agreement shall be in full force and effect and be legally binding upon final approval of the governing bodies of the Parties. No Debt shall be issued by the District until after the effective date of this Agreement.

B. Nonassignability. No party to this Agreement may assign any interest therein to any person without the consent of the other party hereto at that time, and the terms of this Agreement shall inure to the benefit of and be binding upon the respective representatives and successors of each party hereto.

C. Amendments. This Agreement may be amended from time to time by written amendment, duly authorized and signed by representatives of the parties hereto.

D. Severability. If any section, subsection, paragraph, clause, phrase, or other provision of this Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, subsection, paragraph, clause, phase, or other provision shall not affect any of the remaining provisions of this Agreement.

E. Execution of Documents. This Agreement may be executed counterparts, any of which shall be regarded for all purposes as one original. Each Party agrees that it will execute any and all deeds, instruments, documents, and resolutions or ordinances necessary to give effect to the terms of this Agreement.

F. Waiver. No waiver by any Party of any term or condition of this Agreement shall be deemed or construed as a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different provision of this Agreement.

G. Default/Remedies. In the event of a breach or default of this Agreement by any party, the non-defaulting party shall be entitled to exercise all remedies available at law or in equity, specifically including suits for specific performance and/or monetary damages. In the event of any proceeding to enforce the terms, covenants or conditions hereof, the prevailing party in such proceeding shall be entitled to obtain as part of its judgment or award its reasonable attorneys' fees.

H. Governing Law and Venue. This Agreement shall be governed and construed under the laws of the State of Colorado. Venue for all actions brought hereunder shall be in the District Court in and for Douglas County.

I. Inurement. Each of the terms, covenants and conditions hereof shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.

J. Paragraph Headings. Paragraph headings are inserted for convenience of reference only.

K. No Third Party Beneficiaries. No person or entity who or which is not a party to this Agreement will have any right of action under this Agreement.

L. Entirety. This Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties hereto relating to the subject matter hereof and this Agreement, together with the Service Plan provisions that serve to supplement or complement this Agreement, constitutes the entire agreement between the Parties concerning the subject matter hereof. Further, this Agreement amends in its entirety, restates and supersedes that certain Intergovernmental Agreement between the Town and the District dated as of June 12, 2019 (the "Original IGA").

IN WITNESS WHEREOF, this Agreement is executed by the Town and the District as of the date first above written.

TOWN OF PARKER, COLORADO

_____
Michael Waid, Mayor

ATTEST

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
Jim Maloney, Town Attorney

MEADOWLARK METROPOLITAN DISTRICT, a quasi municipal corporation and political subdivision of the State of Colorado

By: _____
Glenn Nier, President
Meadowlark Metropolitan District

ATTEST:

_____
Gary Fantasky, Assistant Secretary

EXHIBIT A

Utilization of Infrastructure Capital Mill Levy

(a) design and construction (or payment therefor) of one half of Crowfoot Valley Road adjacent to the Property as a four-lane arterial section as set forth in the Development Agreement (the "Crowfoot Valley Road Improvements");

(b) payment to the Town of one hundred percent (100%) of the costs to design and construct the required traffic signal at the intersection of Crowfoot Valley Road and Henslow Parkway (the "Traffic Signal Payment"); and

(c) payment to the Town of an amount not to exceed $1,786,000 (the "Lemon Gulch Payment"), for the costs to construct all improvements to Lemon Gulch through the Property (the "Regional Infrastructure")

EXHIBIT B

Utilization of Town Capital and Maintenance Mill Levy

Design, construction and maintenance of Town owned facilities and infrastructure within the Service area, which may include utilization as pledged revenue on any obligations issued for such purposes.

EXHIBIT C

Utilization of Operation and Maintenance Mill Levy

The District's Operation and Maintenance Mill Levy shall be utilized to fund its administrative expenses. It is not contemplated that the District will maintain any of the Regional Infrastructure.

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Tom Gill, Associate Project Manager

Reviewed By: Michelle Kivela, Town Administrator

Title: **J. Morgan Extension - Phase 1 Final, Design Professional Services Agreement**

Amount: **$141,631.00**
Contractor: **Stanley Consultants, Inc.**
Department: **Engineering and Public Works, Tom Gill**

EXECUTIVE SUMMARY

This agenda item is for the approval of a professional services agreement with Stanley Consultants, Inc., for the Phase 1 final design of the J. Morgan Boulevard extension project.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

In August 2019, Stanley Consultants, Inc., completed the 30% preliminary design for the J. Morgan Boulevard extension and the plans were shelved.

The current project scope of services will advance the 30% plans to final design level for Phase 1 of the J. Morgan Boulevard extension. Phase 1 will include improvements to the Stroh Road/J. Morgan Boulevard intersection, extension of J. Morgan Boulevard south of Stroh Road approximately 400-feet and widening of Stroh Road to the west to near the Cherry Creek bridge. Design services will include:

* Supplemental field survey
* Geotechnical investigation and pavement design
* Subsurface Utility Engineering (SUE) investigation and utility coordination
* Final roadway design
* Final drainage and water quality/erosion control design
* Construction phasing and traffic control plans

* Traffic signal design (Stroh Road/J. Morgan Blvd. intersection)

It is assumed the project design duration will be approximately six to seven (6-7) months, with this scope of work to be completed by January 31, 2021. Construction of the planned Phase 1 improvements will be contingent on future funding for this capital improvement project. The Consultant Scope and Fee for Phase 1 are included in the Council packet.

A future Phase 2 of the J. Morgan Extension project would continue the road to the south over Kinney Creek. Phase 2 is not included in this scope of work and will be handled under a future task order.

FINANCIAL IMPACT

Funding for this agreement has been appropriated in the Highway and Streets Capital Projects Fund (301-4310).

STRATEGIC GOAL(S)

DEVELOP A VISIONARY COMMUNITY THROUGH BALANCED GROWTH

PROMOTE A SAFE AND HEALTHY COMMUNITY

ATTACHMENTS

1. JMorgan Phase 1 Final Design SCOPE & FEE 4-16-2020

RECOMMENDED MOTION

I move to approve the staff recommendation, as a part of the consent agenda.

STANLEYCONSULTANTS, Inc

8000 South Chester Street ❯ Suite 500 ❯ Centennial, CO 80112
303.799.6806 ❯ stanleyconsultants.com

April 16, 2020

Chris Hudson, P.E.
Town of Parker
20120 E. Mainstreet
Parker, CO 80138

RE: J. Morgan Extension – Phase 1 Final Design
New Task Order Request

Dear Mr. Hudson,

The attached scope of work and fee proposal is for the final design of J. Morgan Boulevard Extension Project – Phase 1. **Exhibit A** contains the scope of services for this effort. **Exhibit B** contains the workhour and fee estimate to complete the scope of services. We can complete these professional services for a not-to-exceed fee amount of **$141,631.** These services will be compensated on a time and materials (T&M) basis.

We request that this task order extend through **January 31, 2021**.

If you have any questions regarding this request, please don't hesitate to contact me at 720.460.4724 or by email at binningjeff@stanleygroup.com.

Sincerely,

STANLEY CONSULTANTS, INC.

Jeff Binning, P.E.
Project Manager

DESCRIPTION OF PROJECT

The following is our understanding of the project scope of services for Stanley Consultants, Inc. (Stanley Consultants) to advance the 30% preliminary design (previous task order) to the final design level for Phase 1 of the J. Morgan Blvd. extension. The Phase 1 design limits along J. Morgan Blvd. will extend approximately 400 feet north and 500 feet south of the Stroh Road/J. Morgan Blvd. intersection. The Phase 1 design limits along Stroh Road will extend from the bridge over Cherry Creek on the west to Stroh Ranch Dr. on the east. See **Figure 1** below for a map of the project limits.

Phase 2 of the J. Morgan Extension project would continue J. Morgan Blvd. to the south over Kinney Creek. Phase 2 is not included in this scope of work and will be handled under a future task order.

This task order includes the following final design services:

- Supplemental field survey (areas not picked up during 30% design survey)
- Geotechnical investigation and pavement design
- Subsurface Utility Engineering (SUE) investigation and utility coordination
- Final roadway design
- Final drainage and water quality BMP design
- Construction phasing and traffic control plans
- Traffic signal design (Stroh Road/J. Morgan Blvd. intersection)

Notice to Proceed for this design work is assumed to be received by June 5, 2020.

It is assumed that the project design duration will be approximately six to seven (6-7) months. It is assumed that this scope of work will be completed by January 31, 2021.

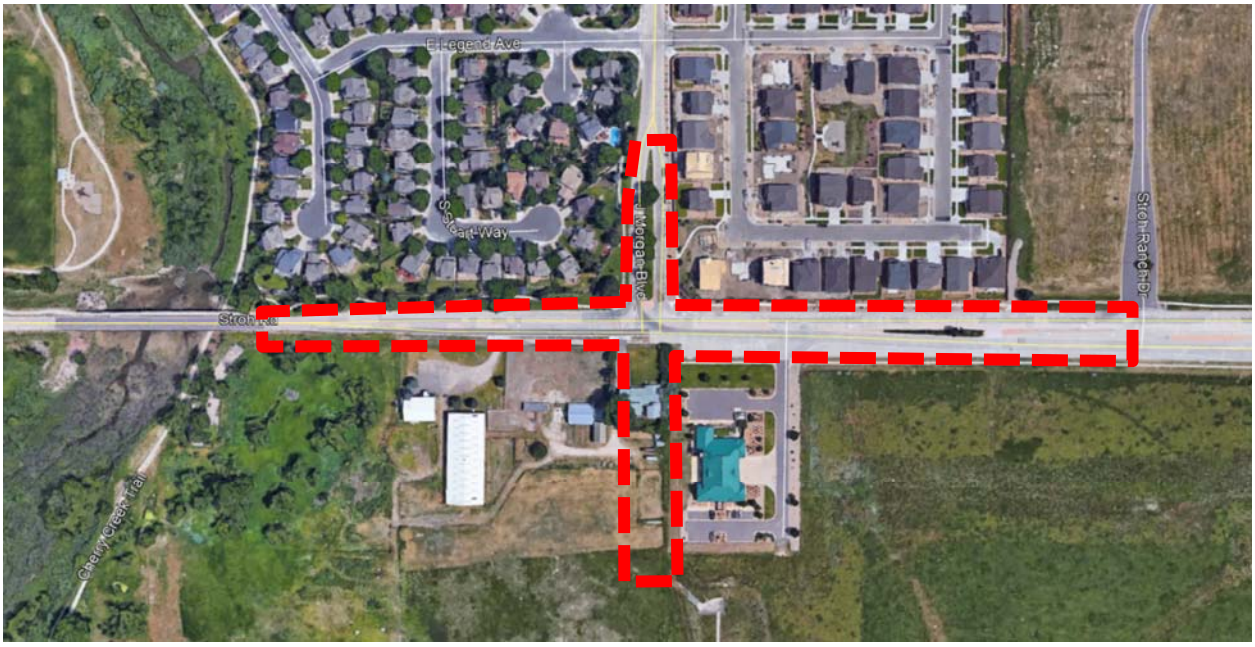


Figure 1. Phase 1 Project Limits

A detailed workhour and fee estimate are provided in the attached **EXHIBIT "B".** Stanley Consultants scope of services includes the primary top tasks listed below:

Task 1 – Project Management
Task 2 – Data Collection
Task 3 – Subsurface Utility Engineering (SUE) & Coordination
Task 4 – Final Design
Task 5 – Bidding Assistance

TASK 1 – PROJECT MANAGEMENT

1.1 Project Management

Stanley Consultants will monitor and control the effort and progress of the proposed services as follows:

- ✓ Contract administration
- ✓ Monitor subconsultant progress and review/approve invoices
- ✓ Prepare monthly Progress Reports and client invoices
- ✓ Prepare, monitor and adjust CPM schedule

1.2 Progress Meetings

Project design progress meetings will serve as the primary forum for reviewing the status of the project and identifying and resolving project issues. Attendees will include Stanley Consultants PM and task leads, Town staff and other stakeholders as necessary. Stanley Consultants will provide meeting notices, prepare meeting materials and agenda, attend and facilitate the meeting, and prepare meeting minutes for a Kickoff Meeting and up to 1 additional Progress Meeting. Review meetings are included separately in Task 4.

TASK 2 – DATA COLLECTION

2.1 Supplemental Survey & Mapping

Daley Land Surveying, Inc. (Daley) will provide the following survey & mapping services:

- ✓ Utilize previous site horizontal & Vertical control (NAD83 horizontal & NAVD88 vertical) and conduct supplemental site topographic mapping for the limits shown in **Figure 2**.
- ✓ Deliverable to include AutoCAD drawing updates of mapping, surface files, CAD files, field points and project survey control diagram

Deliverables: Updated CADD and surface files

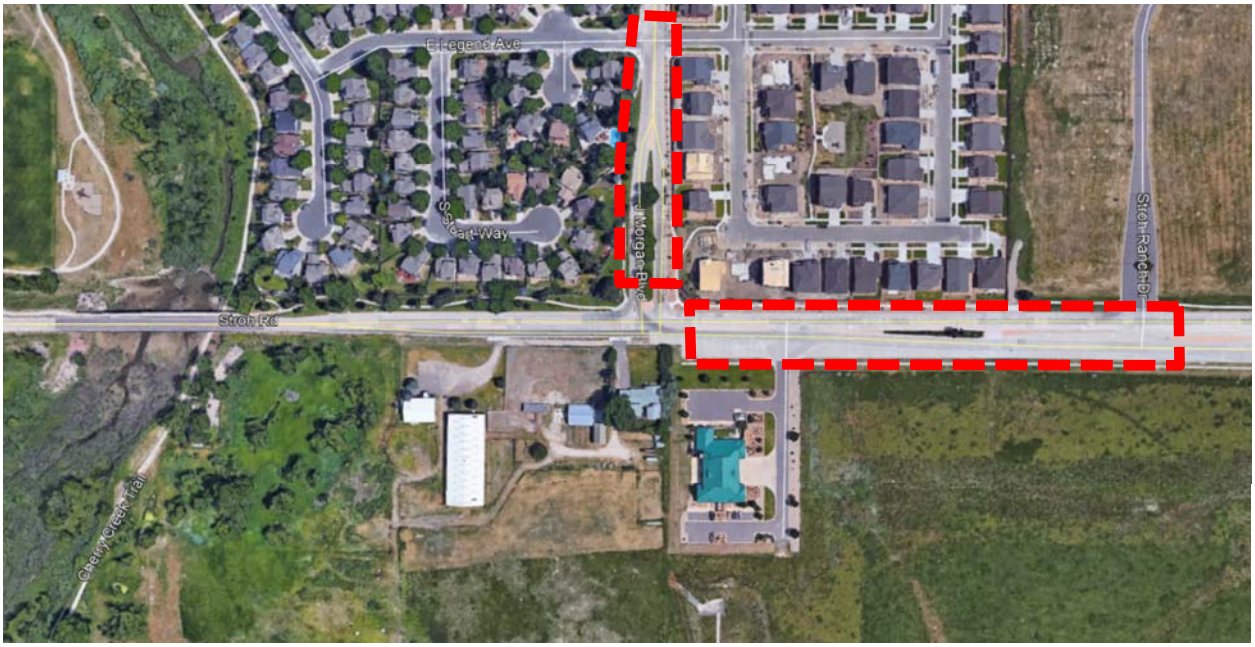


Figure 2. Supplemental Mapping Limits

2.2 Geotechnical Investigation and Pavement Design

Geotechnical Investigation and Pavement Design activities will be performed by Vivid Engineering Group, Inc. (Vivid). These services will consist of the following activities:

Geotechnical Field Activities

Vivid will drill ten (10) exploratory borings (spaced approximately 250 feet apart). The depth of the borings is anticipated to range from 5 to 10 feet with the final depths to be determined in the field. Five of the ten borings will also include a pavement core. The proposed boring and pavement core locations are shown in **Figure 3**.

Vivid will coordinate with the Utility Notification Center of Colorado to locate buried utilities prior to drilling. Vivid will obtain the appropriate permits from the Town of Parker. We assume that all fees associated with these permits will be waived. Vivid will obtain a subcontractor to perform traffic control measures during drilling in accordance applicable MUTCD requirements if necessary.

Geotechnical Laboratory Testing

Laboratory testing will be performed on selected soil samples in accordance with recognized standards and local practice and will generally include the following, subject to change based on the subsurface conditions encountered.

- Gradation Analysis / Atterberg Limits
- Moisture Content / Unit Weight
- Swell Test
- R-Value
- Proctor

- Soluble Sulfates

<u>Geotechnical Analysis and Report Preparation</u>

Vivid will perform engineering analysis and evaluation of the resulting field and laboratory data for use in preparing geotechnical engineering recommendations for the proposed project. Vivid will prepare a report containing our findings, conclusions, and recommendations. The report will contain the following:

- A description of the proposed project, including a description of the surface and subsurface site conditions encountered during our field investigation.
- A Boring Location Plan showing the approximate boring locations.
- Boring logs that provide visual and laboratory soil classifications, relative density information, select laboratory testing, major changes in the soil type, and groundwater elevation, as applicable.
- Laboratory test results.
- Conclusions pertaining to feasibility of the proposed construction, impacts of geotechnical and geologic features on the proposed construction, and opinions on management of groundwater.
- Recommendations related to the geotechnical aspects of site preparation and engineered fill.
- Recommendations for pavement section thickness design in general accordance with the Town of Parker's criteria, including:
    - New Flexible HMA Composite Section
    - New Rigid PCC Section
- Appendices that summarize the field investigation and laboratory testing programs.

Deliverables: Geotechnical and Pavement Design Report

Figure 3. Geotechnical Boring and Pavement Core Locations

TASK 3 – SUBSURFACE UTILITY ENGINEERING (SUE) & COORDINATION

Subsurface Utility Engineering (SUE) and investigation activities will be performed by Utility Mapping Services, Inc. (UMS). This work will be performed in accordance with the American Society of Civil Engineers Construction Institute Standard 38-02 (ASCE/CI 38-02) as well as Colorado Senate Bill 18-167 and includes the following activities:

- **Phase 1** - 2D QL-B data acquisition (using electromagnetic (EM) induction, acoustic, and other geophysical technologies), characterization, and 2D depiction (CADD file) of existing utility infrastructure data to develop a reliably qualified base map and data set from which to develop and support future design, coordination, and construction decisions.
- **Phase 2** - Vacuum Excavations (QL-A) at specific utility target locations (up to 12 locations) to be determined by the project design team and utility coordination staff.

3.1 Phase 1 Designating

Although Phase 1 utility designating of buried infrastructure will have goal of QL-B (i.e., position is determined via a combination of geophysical, survey and engineering methods) some facilities such as non-conductive water and are designated to a mixture of QL-C (i.e., based on surveyed surface features and record data), B, and A (i.e., exposed survey grade observations such as possible at manholes) during the Phase 1 field effort. Likewise, some non-conductive pressurized piping lacking tracer wire may be designated to QL-D (i.e., based on evidence consisting of available record information and/or verbal accounts) during the Phase 1 effort.

Deliverables: CADD utility reference file with Phase 1 findings

3.2 Phase 2 Locating

The Phase 2 investigation primarily consists of utility locating (discrete QL-A vacuum excavated test holes). UMS and a vacuum excavation truck (vac truck) contractor will perform excavation operations and the engineering survey of each test hole location. The test hole locations will be coordinated between UMS and the project team. For the purpose of this work, “locate” means to establish by engineering, surveying, drafting, and vacuum excavation practices the accurate horizontal and vertical position of subsurface utilities with vertical tolerances of generally 0.1 feet based on referenced benchmarks. Written logs for all test holes are utilized, derived elevations are transcribed onto CADD reference files, and “locate” points area mapped to Quality Level A on the plans. All potholing activities will require a Public Improvements Permit from the City of Aurora. We assume that all fees associated with these permits will be waived.

Assumptions/Exclusions

- ✓ Vacuum excavations which fail to expose the target utility after attaining a reasonable depth (6-7’) will still be considered a completed excavation. However, certain utilities with known deeper depths will be excavated to exposure.
- ✓ A maximum of 5 days of traffic control will be required for Phase II operations.
- ✓ Each excavation is accessible to the vac truck and crew.
- ✓ Assume 12 test hole locations.

Deliverables: CADD utility reference file with Phase 2 findings

Hydraulics Summary Report
Test Hole Summary Report & Existing Utility Summary Report
Existing Utility Plan Set with Quality Level Designations

3.3 Utility Coordination

Stanley Consultants will incorporate the Phase 1 and Phase 2 utility information received from UMS into the project files, prepare a utility potholing log sheet for incorporation into the plans, and show the utility designation/test hole information in the plans. Stanley Consultants will utilize the Phase 1 & 2 information to determine if utility conflicts exist with the proposed improvements and if the proposed design can be altered to avoid conflicts. If conflicts with the proposed design are unavoidable, Stanley will begin the utility coordination process with the affected utility owners.

Stanley Consultants will coordinate with the affected utility owners in the project area. It is assumed that we will attend up to six (6) utility coordination meetings to discuss and resolve any utility conflicts during the preliminary design phase. The task involves finalizing any utility relocation coordination with the affected utilities and documenting the resolution with a utility relocation agreement.

Deliverables: Meeting Notice, Agenda and Minutes (up to six (6) utility coordination meetings), Utility Relocation Agreements

<u>Assumptions/Exclusions</u>

- ✓ Our scope of work is for utility coordination only and excludes any wet or dry utility relocation designs.

TASK 4 – FINAL DESIGN

4.1 Project Initiation / Field Visit

Stanley Consultants will conduct a field visit to document site conditions with field notes and digital photos.

4.2 90% Roadway Design

Stanley Consultants will perform final roadway design that will include:

- ✓ Using the horizontal geometry from the 30% preliminary design phase, Stanley Consultants will revise the vertical geometry of the J. Morgan Blvd. extension and Stroh Rd. improvements, if necessary.
- ✓ Update cross sectional elements including laneage, tapers and transitions, curb and gutter, pedestrian facilities, etc. as needed
- ✓ Update the layout and intersection details, as needed, of the J. Morgan Blvd./Stroh Road intersection.
- ✓ Update the layout and intersection details, as needed, of the J. Morgan Blvd./Stroh Ranch Court intersection, as needed.

- ✓ Update earthwork quantities. Stanley Consultants will update the roadway model as needed and update cross sections for Stroh Road and J. Morgan Blvd. every 50 feet for the length of the proposed improvements. After the cross sections are completed, Stanley Consultants will utilize the end area method to calculate the earthwork quantities.
- ✓ Update the 3-dimensional model of the roadway that incorporates the elements noted above.
- ✓ Coordinate with the Town of Parker and the South Metro Fire Rescue Authority (South Metro) for the driveway improvements at the 19310 Stroh Road Fire Department.

Stanley Consultants will prepare 90% drawings a Final Design Review (FDR) Meeting. The following plan sheets are assumed:

- ✓ Title Sheet
- ✓ Standard Plans List
- ✓ General Notes
- ✓ Summary of Approximate Quantities
- ✓ Tabulation of Quantities
- ✓ Survey Control Diagram
- ✓ Survey Tabulation Sheet
- ✓ Typical Sections
- ✓ Geometric Layout Plans
- ✓ Removal Plans
- ✓ Roadway Plans
- ✓ Roadway Profiles
- ✓ Intersection Detail Sheets
- ✓ Driveway Detail Sheets
- ✓ Drainage Plan and Profile Sheets
- ✓ Drainage Detail Sheets
- ✓ Water Quality Plans
- ✓ CBMP Erosion Control Plans
- ✓ Construction Phasing & Traffic Control Plans
- ✓ Utility Plans
- ✓ Traffic Signal Plans
- ✓ Signing and Striping Plans
- ✓ Town of Parker Standard Details
- ✓ Roadway Cross Sections

4.3 90% Traffic Design

Construction phasing and traffic control plans will be developed for the work along Stroh Road as well as the Stroh Road/J. Morgan Blvd. intersection. The remainder of the project will be constructed away from live traffic.

Stanley Consultants will prepare final signing and striping plans for the project complementing the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD) and the Town of Parker's standards as applicable.

4.4 90% Traffic Signal Design

Stanley Consultants will prepare final traffic signal plans for the J. Morgan Blvd./Stroh Road intersection. The traffic signal design and plans will be completed to the current Town of Parker standards. It is assumed that coordination with the Town of Parker and South Metro will be required for traffic signal preemption for emergency vehicles exiting the 19310 Stroh Road Fire Department. The traffic signal plans will also include the removal of the existing emergency traffic signal located on a span wire across Stroh Road.

Assumptions/Exclusions

- ✓ It is assumed that there will be no emergency signal at the driveway of the 19310

Stroh Road Fire Department and J. Morgan Blvd. and this is excluded from our scope of services. However, future conduit sleeves and pull boxes will be added to the plans to allow for an emergency traffic signal to be placed at this driveway at a future date.

4.5 90% Drainage Design

Stanley Consultants will update the drainage analysis and design performed during the preliminary 30% design that may include the following:

- ✓ Confirm the preliminary hydrologic analysis using the rational method to determine the amount of runoff.
- ✓ Update the preliminary design of the required storm drainage system. Confirm location, size, and type of drainage systems to be used.
- ✓ Perform a final design of the required water quality system (anticipate a proprietary water quality device as determined during 30% design)

Deliverables: Final Drainage Report

4.6 90% Stormwater Management Design and Plans

Temporary erosion control will be designed, and plans prepared for this work. The temporary erosion control will consist of storm drain inlet protection, silt fence or erosion control logs, topsoil, seeding, mulching and other mitigation items as needed.

4.7 90% Sanitary Sewer Design and Plans

Stanley Consultants will finalize the sanitary sewer that is proposed under J. Morgan from the connection an existing manhole in the J. Morgan/Stroh Rd. intersection to just south of the J. Morgan/Stroh Ranch Ct. intersection. The sanitary sewer line will be sized based on direction from the Town and will be stubbed for extension in a later phase. The alignment of the sanitary sewer will follow the preliminary alignment as shown in the 30% plans.

4.8 90% Opinion of Probable Construction Costs

Stanley Consultants will prepare an opinion of probable construction costs for the work described in the design plans based on estimated quantities.

Deliverables: 90% Opinion of Probable Construction Costs

4.9 90% Project Special Provisions

Stanley Consultants will prepare project special provisions for the project to be included in the construction documents.

Deliverables: 90% Project Special Provisions

4.10 Final Design Review (FDR) Meeting

Stanley Consultants will provide 1 set of 11x17 pdf review plans to Town of Parker staff at least 10 business days prior to the FDR Meeting. Stanley Consultants will attend a FDR Meeting and discuss additions or revisions to plans. Stanley Consultants shall take minutes and distribute to participants within five (5) days of meeting.

4.11 Advertisement Plans and Project Special Provisions

Stanley Consultants will incorporate comments received at the FDR Meeting into the plans and project special provisions and submit the corrected plans and project specials to the Town for project advertisement.

TASK 5 – BIDDING ASSISTANCE

5.1 Bidding Assistance

We anticipate that the Town of Parker will advertise the project for bidding and distribute the plans to prospective bidders. Stanley Consultants PM and project staff will be available during the bidding phase to assist the Town in responding to contractor inquiries. Work associated with this task will included:

- ✓ Attending the pre-bid meeting to answer questions from prospective bidders.
- ✓ Supporting the Town of Parker during the bidding process by providing answers to Contractor inquiries
- ✓ Issuing addenda (if required) to clarify issues in the bid documents.

The professional hours for this task are limited to those provided in the cost proposal. Any services provided above and beyond the hours in the cost proposal will be rendered on a time and material basis as agreed to between Stanley and the Town.

OTHER ASSUMPTIONS & EXCLUSIONS

1. It is assumed that environmental studies or services are excluded from this scope of work. If these services arise to be needed during design development, it is assumed that the Town's on-call environmental consultant will assist the project as needed.
2. Design services during construction are excluded from this scope of services.
3. It is assumed that lighting/electrical design is not required and is excluded from this scope of services.

J. Morgan Extension - Phase 1 Final Design
Town of Parker

Exhibit B
Fee Schedule

Date Prepared: 4-16-2020

SCOPE OF WORK													Stanley Totals			Subconsultants			TOTALS	
TASK / DELIVERABLE	**Marvinetta Hartwig, PE** Transportation Principal	**Jeff Binning, PE** Project Manager	**Dave Dyer** QA/QC Manager	**Josh Root, PE, CFM** Drainage Task Manager	**Alyssa Pankow, EIT** Engineer-In-Training	**Andrew Valdez, PE** Project Engineer	**Ryan Hanson** Senior Designer	**Eric Lang** Senior Designer	**TJ Scarberry, PE, PTOE** Senior Engineer	**Michael Romero, PE** Senior Engineer	**Amelia Dyer** Project Coordinator	**Professional Service Hours**	**Professional Service Fee**	**Other Direct Costs**	**Daley Land Surveying, Inc.**	**Vivid Engineering Group, Inc.**	**Utility Mapping Services Inc.**	**Total Professional Service Fee and Other Direct Costs**	**Descriptions**
	$270	***$208***	***$216***	***$185***	***$106***	***$122***	***$158***	***$135***	***$165***	***$146***	***$95***								
TASK 1 - PROJECT MANAGEMENT																			
1.1 Project Management	4	40									12	56	$10,540	$ 25				$ 10,565	Postage / Reproductions / Misc.
1.2 Progress Meetings		6		4		4			4	4		22	$3,720	$ 75				$ 3,795	1 kickoff meeting + 1 progress meeting
TASK 2 - DATA COLLECTION																			
2.1 Supplemental Survey & Mapping		2	4									6	$1,280		$ 4,750			$ 6,030	
2.2 Geotechnical Investigation and Pavement Design		2										2	$416			$ 11,900		$ 12,316	
TASK 3 - SUBSURFACE UTILITY ENGINEERING (SUE) & COORDINATION																			
3.1 Phase 1 Designating		2										2	$416				$ 25,286	$ 25,702	
3.2 Phase 2 Locating		2										2	$416				$ 18,395	$ 18,811	assumes 12 utility test holes
3.3 Utility Coordination		20				20						40	$6,600	$ 150				$ 6,750	Up to 6 utility coordination meetings
TASK 4 - FINAL DESIGN																			
4.1 Project Initiation/Field Visit		2		2	2	2			2	2		12	$1,864					$ 1,864	
4.2 90% Roadway Design		6				80	60					146	$20,488					$ 20,488	
4.3 90% Traffic Design										60		60	$8,760					$ 8,760	
4.4 90% Traffic Signal Design								16	6			22	$3,150					$ 3,150	
4.5 90% Drainage Design, Plans, and Report				12	36							48	$6,036					$ 6,036	
4.6 90% Stormwater Management Design and Plans				8	24							32	$4,024					$ 4,024	
4.7 90% Sanitary Sewer Design and Plans				4	10							14	$1,800					$ 1,800	
4.8 90% Opinion of Probable Construction Costs		2				4						6	$904					$ 904	
4.9 90% Project Special Provisions		4		2								6	$1,202					$ 1,202	
4.10 Final Design Review (FDR) Meeting		4		2		2			2	2		12	$2,068	$ 50				$ 2,118	
4.11 Advertisement Plans and Project Special Provisions		4		4	8	8	8	4	2	4		42	$6,114					$ 6,114	
TASK 5 - BIDDING ASSISTANCE																			
5.1 Bidding Assistance		4		2								6	$1,202					$ 1,202	
	4	100	4	40	80	120	68	20	16	72	12	536	$ 81,000	$ 300	$ 4,750	$ 11,900	$ 43,681	**$ 141,631**	

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Chris Hudson, Deputy Director of Engineering

Reviewed By: Michelle Kivela, Town Administrator

Title: **Dransfeldt Road Extension - Preliminary Drainage**

Amount: **$104,832**
Contractor: **Muller Engineering Company**
Department: **Engineering and Public Works, Chris Hudson**

EXECUTIVE SUMMARY

This agenda item is for the approval of a professional services agreement with Muller Engineering Company for the preliminary drainage design of the Dransfeldt Road extension project (Twenty Mile Road to Motsenbocker Road).

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

The Town has been contemplating the extension of Dransfeldt Road south of Twenty Mile Road over Cherry Creek for over a decade to connect with Motsenbocker Road. This proposed roadway is an important component to the Parker area's long-term roadway transportation plan. Due to a portion of the proposed roadway extension being located in unincorporated Douglas County, the project is being coordinated with Douglas County. After several years of discussions with Douglas County staff, the Town and County are moving forward with the conceptual/preliminary design of this roadway extension. This resulted in Town Council approving an IGA regarding cost sharing at the June 3, 2019 Town Council meeting and an amendment on November 4, 2019.

In the executed Intergovernmental Agreement (IGA), Town and County agreed that consultants that were already engaged on associated projects could continue to be engaged. Muller Engineering Company (MEC) is in this category as they are currently under contract for a joint Town of Parker/Mile High Flood District stabilization design for Cherry Creek in the area that the proposed Dransfeldt extension will cross Cherry Creek. This prior design experience within

this stretch of Cherry Creek is valuable in order to coordinate the projects. Therefore, the Town and Douglas County staff retained MEC for drainage services associated with the Dransfeldt Road extension project. The Town and Douglas County have both worked with the MEC team in the past and have a high level of confidence they can successfully fulfill the projects goals. Prior work that MEC has completed for the Town includes the Pine Lane bridge over Cherry Creek and the Hess Road bridge over Cherry Creek. Following several weeks of coordination, the Town was able to finalize a scope and fee for preliminary drainage design of the Dransfeldt extension project in the amount of $104,832. After the roadway alignment is finalized and the preliminary drainage design work is completed, the Town will be able to submit a Conditional Letter of Map Revision (CLOMR) to FEMA for the impacts to the floodplain. The CLOMR submittal is a critical milestone in advancing the project forward for potential construction in the future.

FINANCIAL IMPACT

Funding has been appropriated for this preliminary design effort in the Streets Capital Projects fund (301-4310).

STRATEGIC GOAL(S)

INNOVATE WITH COLLABORATIVE GOVERNANCE

DEVELOP A VISIONARY COMMUNITY THROUGH BALANCED GROWTH

ENHANCE ECONOMIC VITALITY

ATTACHMENTS

None

RECOMMENDED MOTION

I move to approve the staff recommendation, as a part of the consent agenda.

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Chris Hudson, Deputy Director of Engineering

Reviewed By: Michelle Kivela, Town Administrator

Title: **ORDINANCE NO. 1.545 - Second Reading**
A Bill for an Ordinance Stating the Intent of the Town of Parker to Acquire Temporary Construction Easements for the Purpose of Constructing and Improving Cottonwood Drive, a Town Roadway, through the Utilization of the Town's Power of Eminent Domain, and Directing the Town's Staff and Town Attorney to Notify All Persons Affected Thereby of the Above-Stated Intent of the Town, and Thereafter to Comply with all Pertinent Provisions of C.R.S. § 38-1-101, et seq. Relating to Good Faith Negotiations

Department: **Engineering/Public Works, Chris Hudson**

EXECUTIVE SUMMARY

This item is for an ordinance to provide notice of the Town's intent to acquire needed temporary construction easements for proposed improvements at Cottonwood Drive between Jordan Road and Parker Road.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

The Town is anticipating commencing construction on the Cottonwood Drive widening/improvement project between Jordan Road and Parker Road (State Highway 83) in the second half of 2020. Due to continued growth in the area, the traffic on Cottonwood Drive has reached a point that it needs to be widened as originally planned in the 1980's to the ultimate four (4) lane configuration.

As part of this planned roadway improvement project, Town Council approved an intergovernmental agreement (IGA) with the Cottonwood Metropolitan District (CMD) on April

20, 2020. This IGA approved the conveyance of the Cottonwood trailhead parcel to the Town and requires that CMD grant a temporary construction easement on its property for the construction of the roadway improvements. As consideration of the temporary construction easements, the IGA required that the Town replace the privacy fence on the south side of Cottonwood Drive between Cherry Creek and Cottonwood Way. This fence replacement will affect ten (10) residential lots in Cottonwood Filing 2. Ten (10) separate temporary construction easements are needed to complete the privacy fence replacements for each residential lot. These fence related temporary easements total 3,041 square feet (0.07 acres) in area.

The Town has identified an additional five (5) temporary construction easement areas that are needed to construct the proposed roadway improvements that are outside of the Cottonwood Metropolitan District property. Although the proposed roadway improvements are within existing Town owned right-of-way, temporary construction easements are needed to properly construct the abutting public improvements. These additional easement are 9,886 square feet (0.23 acres) in area.

Vicinity maps showing the easement areas are attached to this Town Council item. As there are no permanent public improvements in the areas, only temporary construction easements are needed. Temporary construction easements are of a fixed time duration and terminate at the end of the time period established in the easement agreement.

Town staff and our consultant will utilize good faith negotiations with the affected property owners. In the case of the ten (10) residential Cottonwood lots, the consideration for the temporary construction easement for each property owner is the construction of a replacement privacy fence. The remaining five (5) temporary construction easements are adjacent to property that may benefit from the roadway improvements such as the recently constructed King Soopers gas station. Town staff is optimistic that the adjacent property owners will grant these needed temporary easements at no cost to the Town but we are willing to offer market value for them.

This ordinance authorizes Town staff and/or consultant to initiate the acquisition of these needed temporary construction easements areas. If we are unable to come to an agreement, Town staff will coordinate with Town Council prior to any eminent domain action.

FINANCIAL IMPACT

Funding for the acquisition of these temporary easements is part of the approved funding for the Cottonwood Drive Improvements line item of the Highway and Streets Capital Projects accounts (301-4310).

STRATEGIC GOAL(S)

DEVELOP A VISIONARY COMMUNITY THROUGH BALANCED GROWTH

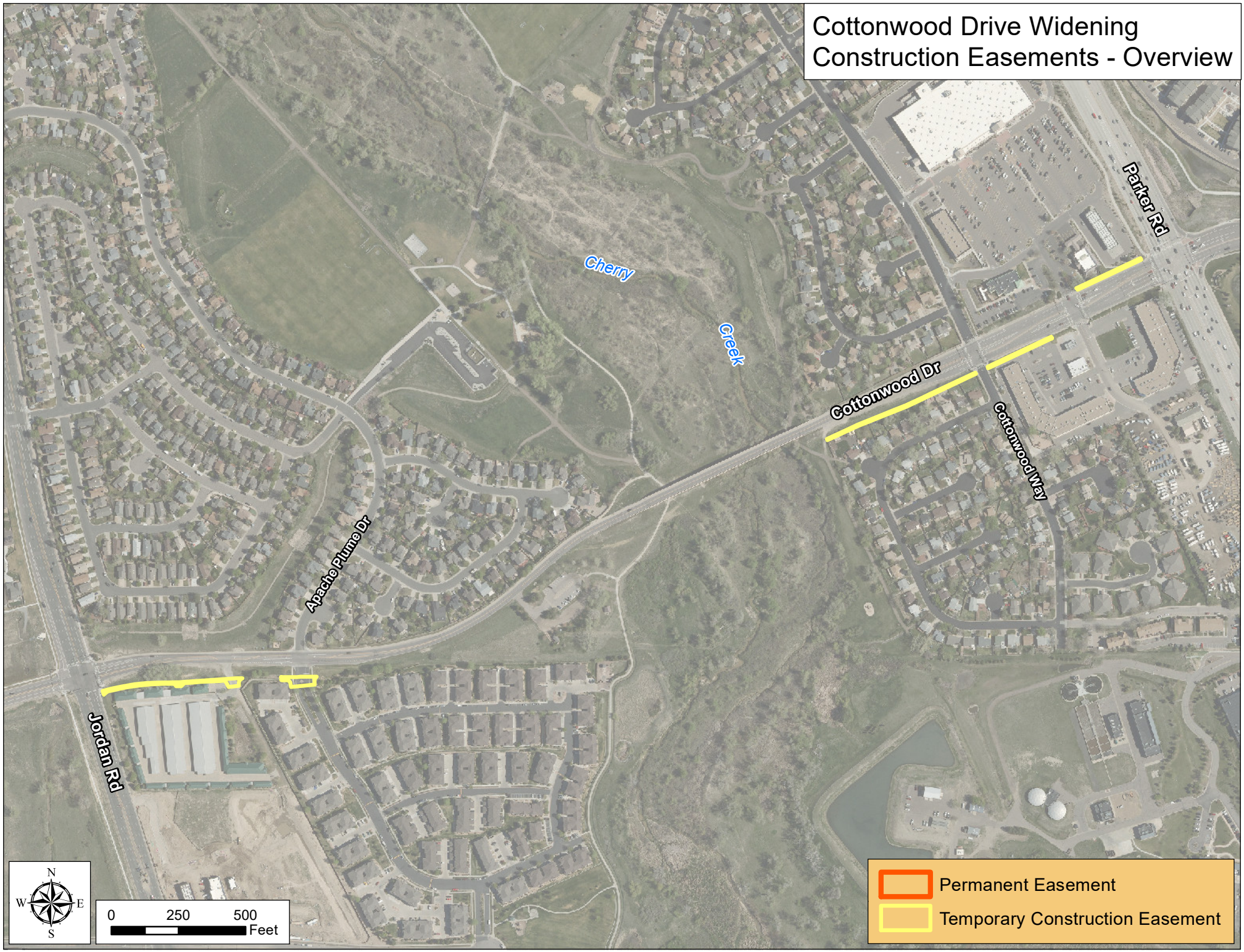
PROMOTE A SAFE AND HEALTHY COMMUNITY

ATTACHMENTS

1. Cottonwood Drive Widening Construction Easements - Overview Map
2. Cottonwood Drive Widening Construction Easements - West
3. Cottonwood Drive Widening Construction Easements - East
4. Ordinance No. 1.545

RECOMMENDED MOTION

I move to approve Ordinance No. 1.545 on second reading.


Cottonwood Drive Widening
Construction Easements - Overview
Cherry
Creek
Parker Rd
Cottonwood Dr
Cottonwood Way
Apache Plume Dr
Jordan Rd
N
W
E
S
0
250
500
Feet
Permanent Easement
Temporary Construction Easement

Cottonwood Drive Widening
Construction Easements - West
CLOVER MEADOW LN
DANDELION WAY
CLOVERLEAF CIR
APACHE PLUME DR
YELLOW ROSE WAY
COTTONWOOD DR
WATERHOUSE CIR
JORDAN RD
N
W
E
S
0
100
200
Feet
Permanent Easement
Temporary Construction Easement

Cottonwood Drive Widening
Construction Easements - East
ASPEN CIR
ASPEN CT
COTTONWOOD WAY
COTTONWOOD DR
PARKER RD
BROMPTON WAY
PRICKLY PEAR CIR
SQUIRRELTAIL PL
FRINGED SAGE WAY
N
W
E
S
0
100
200
Feet
Permanent Easement
Temporary Construction Easement

ORDINANCE NO. 1.545, Series of 2020

TITLE: A BILL FOR AN ORDINANCE STATING THE INTENT OF THE TOWN OF PARKER TO ACQUIRE TEMPORARY CONSTRUCTION EASEMENTS FOR THE PURPOSE OF CONSTRUCTING AND IMPROVING COTTONWOOD DRIVE, A TOWN ROADWAY, THROUGH THE UTILIZATION OF THE TOWN'S POWER OF EMINENT DOMAIN, AND DIRECTING THE TOWN'S STAFF AND TOWN ATTORNEY TO NOTIFY ALL PERSONS AFFECTED THEREBY OF THE ABOVE-STATED INTENT OF THE TOWN, AND THEREAFTER TO COMPLY WITH ALL PERTINENT PROVISIONS OF C.R.S. § 38-1-101, *ET SEQ*., RELATING TO GOOD FAITH NEGOTIATIONS

WHEREAS, the Town of Parker, Colorado possesses the power of eminent domain pursuant to the provisions of Article XX, § 1 of the Colorado Constitution, Section 15.5 of the Town of Parker Home Rule Charter, C.R.S. § 38-1-101, *et seq*., and C.R.S. § 38-6-101, *et seq*.;

WHEREAS, the Town of Parker wishes to acquire certain temporary construction easements more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference (collectively, the "Subject Properties"), for the purpose of constructing and improving Cottonwood Drive, a Town roadway, as generally depicted on **Exhibit B**; and

WHEREAS, the Town Council of the Town of Parker wishes to comply with all applicable provisions of C.R.S. § 38-1-101, *et seq*., including, but not limited to, the notice and negotiation requirements and provisions thereof.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. Notice is hereby given pursuant to C.R.S. § 38-1-121(1) that the Town of Parker, Colorado intends to acquire the temporary construction easements more particularly described in **Exhibit A** (the "Subject Properties").

Section 2. The acquisition of the Subject Properties serves a public purpose and is necessary and essential to the Town's ability to provide public streets and roadways for the residents of the Town of Parker.

Section 3. The Town Attorney is hereby directed to provide a copy of this Ordinance to all persons who presently own or maintain an ownership interest in the Subject Properties notifying them of the intent of the Town of Parker to acquire such property through the use of the Town's power of eminent domain.

Section 4. The staff of the Town, together with the Town Attorney, and any and all persons retained or employed by the Town of Parker in the prosecution of this matter, are directed to comply with all notice and good faith negotiation requirements set forth in C.R.S. § 38-1-101, *et seq*., in the conduct of the within authorized eminent domain actions.

Section 5. In the prosecution of the within authorized eminent domain actions, the Town shall retain all rights and powers lawfully delegated to it by the Colorado Constitution, the Town of Parker Home Rule Charter, and C.R.S. § 38-1-101, *et seq*.

Section 6. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two (2) public places two (2) days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 7. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 8. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 4, COTTONWOOD COMMERCIAL FILING NO. 2, AMENDED PLAT, RECORDED AT RECEPTION NO. 8618484 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 4;

THENCE ALONG THE EASTERLY LINE OF SAID LOT 4, SOUTH 25°09'14" EAST, A DISTANCE OF 5.00 FEET;

THENCE DEPARTING SAID EASTERLY LINE, SOUTH 64°50'46" WEST, A DISTANCE OF 263.18 FEET TO THE WESTERLY LINE OF SAID LOT 4;

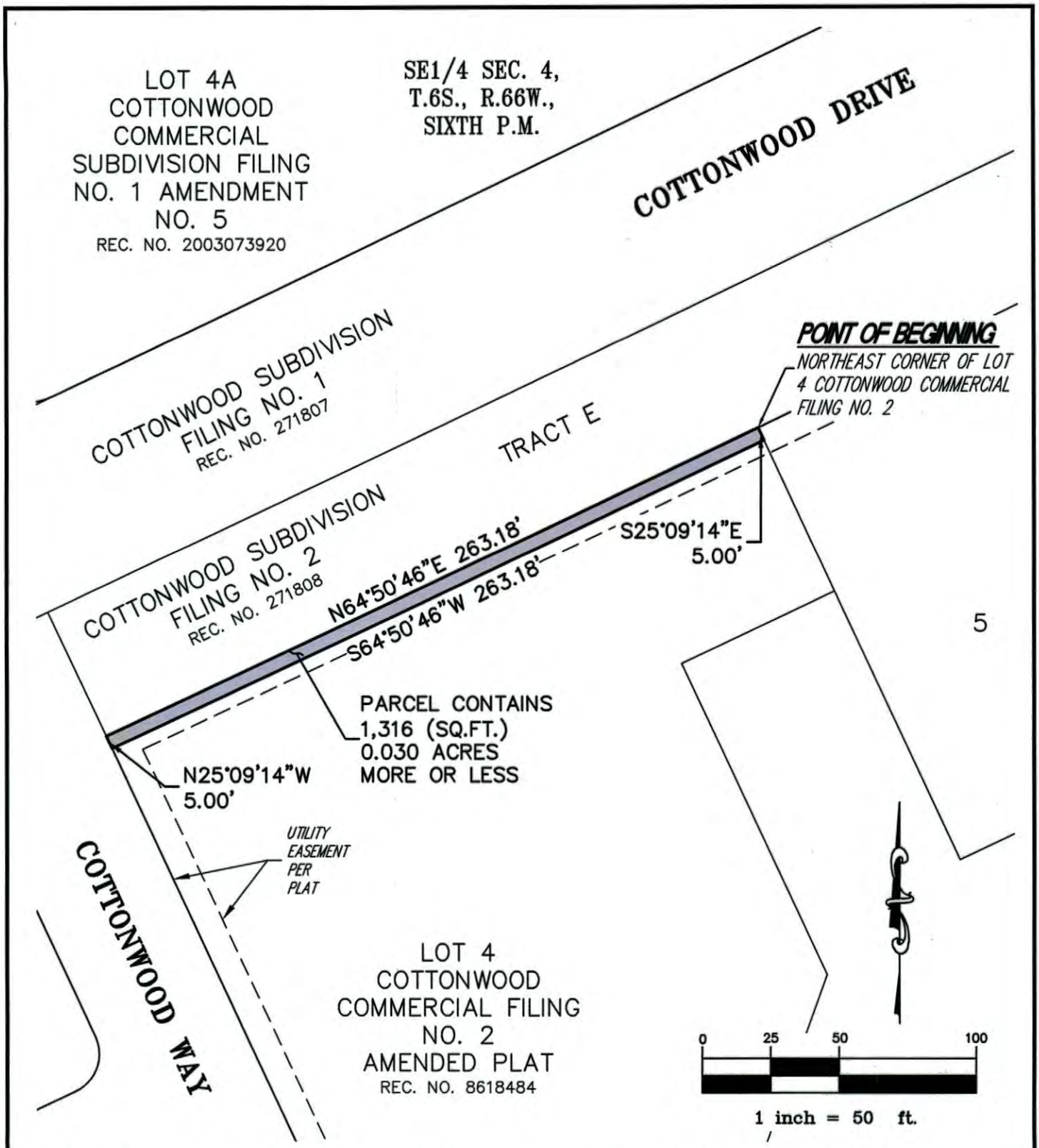
THENCE ALONG SAID WESTERLY LINE NORTH 25°09'14" WEST, A DISTANCE OF 5.00 FEET TO THE NORTHERLY LINE OF SAID LOT 4;

THENCE ALONG SAID NORTHERLY LINE, NORTH 64°50'46" EAST, A DISTANCE OF 263.18 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.030 ACRES, (1,316 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottonwood Drive Design Survey\Dwg
DWG NAME: LOT 4 COMMERCIAL ESMT.DWG
DWG: AMB CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.

300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

COTTONWOOD COMMERCIAL SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 1-B1, COTTONWOOD SOUTH 2ND AMENDMENT, RECORDED AT RECEPTION NO. 2003173839 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1-B1;

THENCE ALONG THE NORTHERLY LINE OF SAID LOT 1-B1 NORTH 89°00'04" EAST, A DISTANCE OF 32.34 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 20.00 FEET, THE RADIUS POINT OF SAID CURVE BEARS SOUTH 00°59'56" EAST;

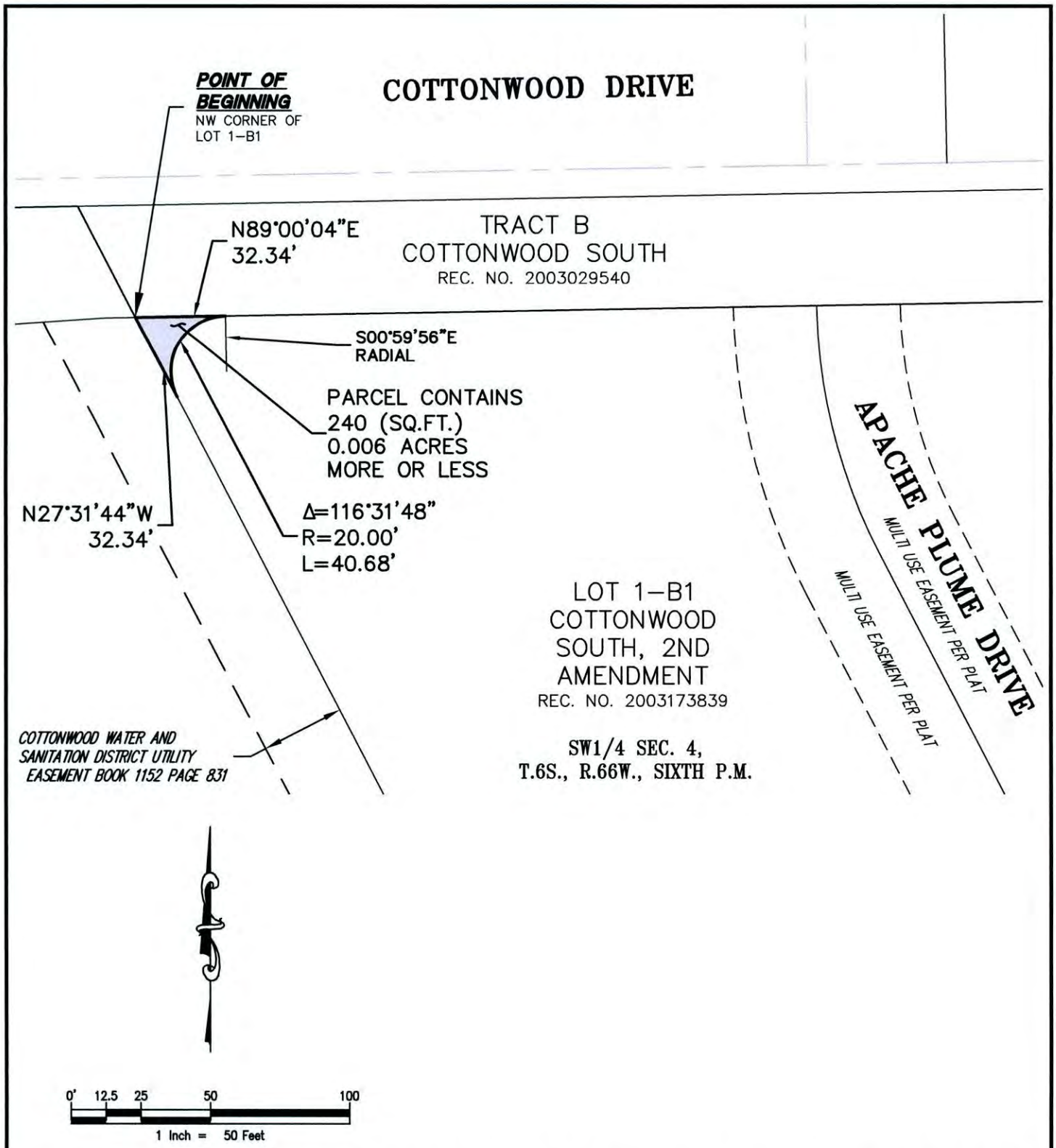
THENCE DEPARTING SAID NORTHERLY LINE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 116°31'48", AN ARC LENGTH OF 40.68 FEET TO THE WESTERLY LINE OF SAID LOT 1-B1;

THENCE ALONG SAID WESTERLY LINE NON-TANGENT TO SAID CURVE NORTH 27°31'44" WEST, A DISTANCE OF 32.34 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.006 ACRES, (240 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:24916-05\DWG\EXHIBITS\
DWG NAME: LOT 1- B1 COTTONWOOD SOUTH.DWG
DWG: DLL CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

LOT 1-B1, COTTONWOOD SOUTH 2ND AMEND.
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 1-B1, COTTONWOOD SOUTH 2ND AMENDMENT, RECORDED AT RECEPTION NO. 2003173839 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 1-B1;

THENCE ALONG THE EASTERLY LINES OF SAID LOT 1-B1 THE FOLLOWING (2) COURSES:

1) SOUTH 01°50'51" EAST, A DISTANCE OF 3.09 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE EASTERLY HAVING A RADIUS OF 200.00 FEET;

2) SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 08°31'34", AN ARC LENGTH OF 29.76 FEET;

THENCE DEPARTING SAID EASTERLY LINE NON-TANGENT TO SAID CURVE, SOUTH 83°52'53" WEST, A DISTANCE OF 36.26 FEET;

THENCE NORTH 09°26'51" WEST, A DISTANCE OF 17.27 FEET;

THENCE NORTH 46°42'41" WEST, A DISTANCE OF 12.68 FEET;

THENCE SOUTH 89°00'04" WEST, A DISTANCE OF 26.84 FEET;

THENCE NORTH 00°59'56" WEST, A DISTANCE OF 10.00 FEET TO THE NORTHERLY LINE OF SAID LOT 1-B1;

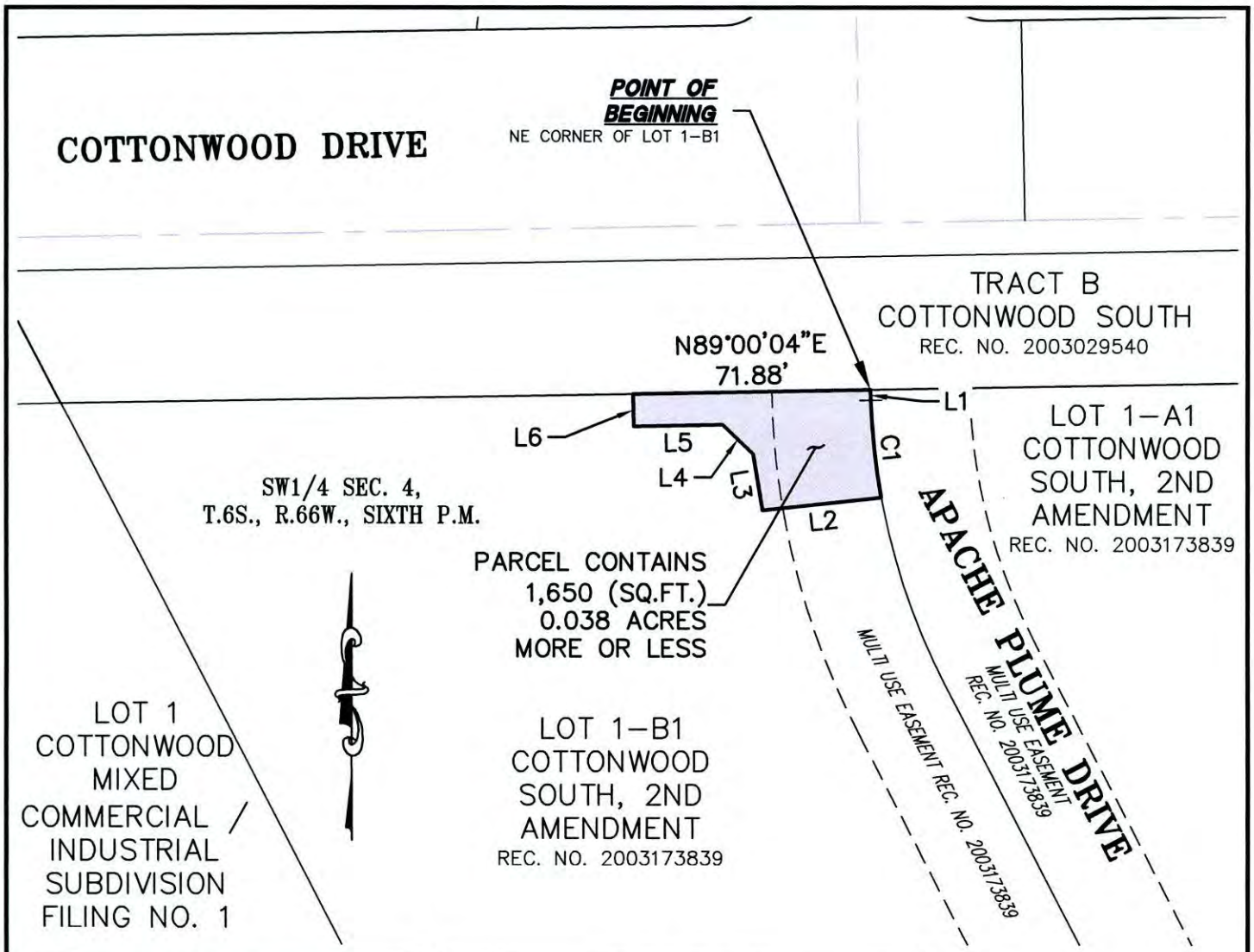
THENCE ALONG SAID NORTHERLY LINE NORTH 89°00'04" EAST, A DISTANCE OF 71.88 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.038 ACRES, (1,650 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED PROFESSIONAL LAND SURVEYOR
DEAN E. CATES
22561
5/8/17

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



LINE TABLE		
LINE	BEARING	LENGTH
L1	S01°50'51"E	3.09'
L2	S83°52'53"W	36.26'
L3	N09°26'51"W	17.27'
L4	N46°42'41"W	12.68'
L5	S89°00'04"W	26.84'
L6	N00°59'56"W	10.00'

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	8°31'34"	200.00'	29.76'

0' 12.5 25 50 100

1 Inch = 50 Feet

NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:24916-05\DWG\EXHIBITS\
DWG NAME: LOT 1- B1 COTTONWOOD SOUTH#2.DWG
DWG: DLL CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

LOT 1- B1, COTTONWOOD SOUTH 2ND AMEND.
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 1-A1, COTTONWOOD SOUTH 2ND AMENDMENT, RECORDED AT RECEPTION NO. 2003173839 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1-A1;

THENCE ALONG THE NORTHERLY LINE OF SAID LOT 1-A1 NORTH 89°00'04" EAST, A DISTANCE OF 58.11 FEET;

THENCE DEPARTING SAID NORTHERLY LINE SOUTH 41°10'35" WEST, A DISTANCE OF 13.13 FEET;

THENCE SOUTH 04°12'54" EAST, A DISTANCE OF 18.73 FEET;

THENCE SOUTH 83°52'53" WEST, A DISTANCE OF 47.84 FEET TO THE WESTERLY LINE OF SAID LOT 1-A1 AND THE BEGINNING OF A NON-TANGENT CURVE CONCAVE EASTERLY HAVING A RADIUS OF 200.00 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 79°37'35" EAST;

THENCE ALONG SAID WESTERLY LINE THE FOLLOWING (2) COURSES:

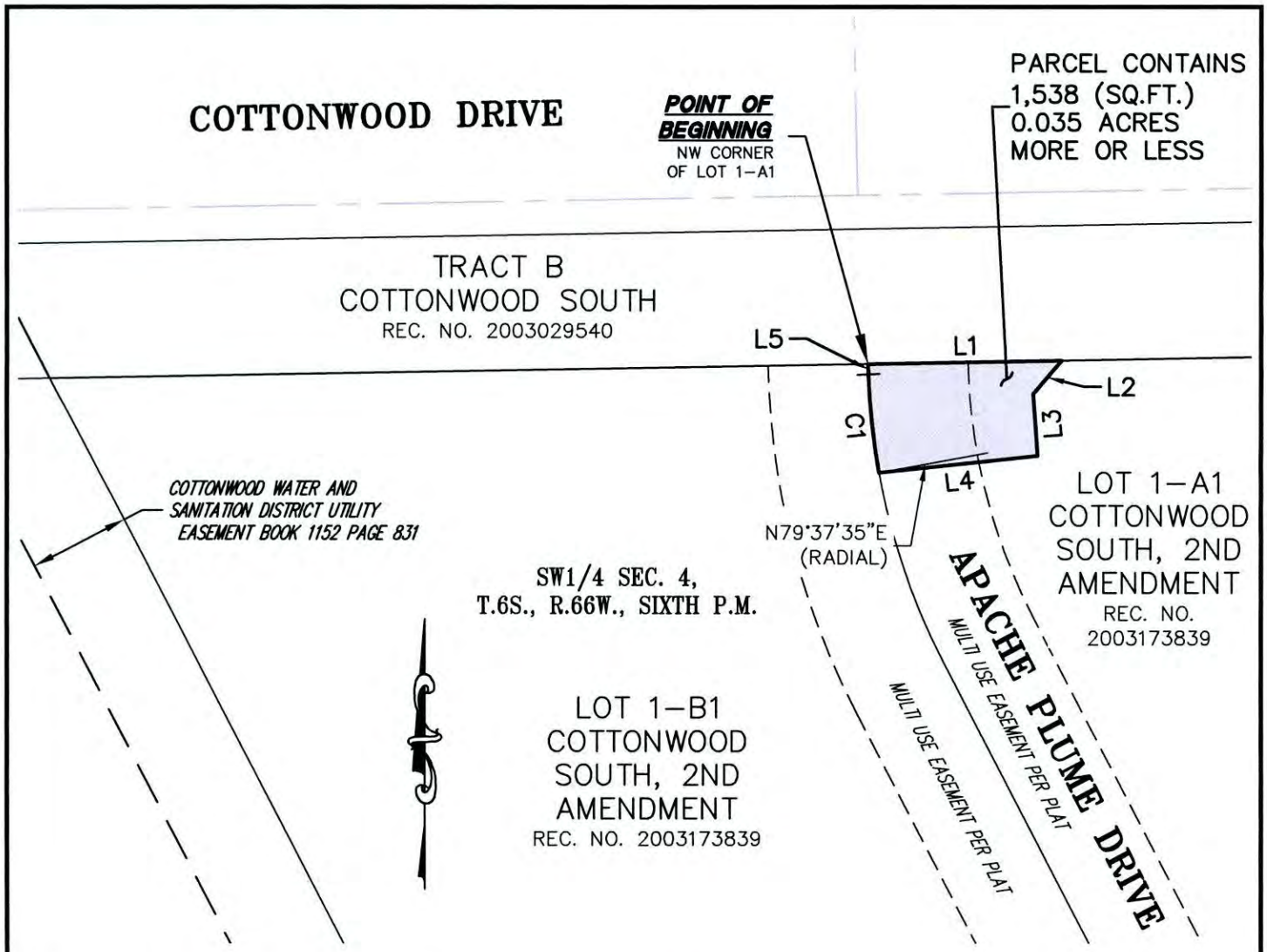
1) NORTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 08°31'34", AN ARC LENGTH OF 29.76 FEET;

2) TANGENT TO SAID CURVE NORTH 01°50'51" WEST, A DISTANCE OF 3.09 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.035 ACRES, (1,538 SQUARE FEET), MORE OR LESS

EXHIBIT ATTACHED AND MADE A PART HEREOF.

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



LINE TABLE		
LINE	BEARING	LENGTH
L1	N89°00'04"E	58.11'
L2	S41°10'35"W	13.13'
L3	S04°12'54"E	18.73'
L4	S83°52'53"W	47.84'
L5	N01°50'51"W	3.09'

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	8°31'34"	200.00'	29.76'

0' 12.5 25 50 100

1 Inch = 50 Feet

NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:24916-05\DWG\EXHIBITS\
DWG NAME: LOT 1- A1 COTTONWOOD SOUTH
DWG: DLL CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

LOT 1-A1, COTTONWOOD SOUTH 2ND AMEND.
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 3, COTTONWOOD COMMERCIAL FILING NO. 1, AMENDMENT NO. 8 RECORDED AT RECEPTION NO. 2014068104 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 3;

THENCE ALONG THE SOUTHERLY AND WESTERLY LINES OF SAID LOT 3 THE FOLLOWING TWO (2) COURSES:

1) SOUTH 64°50'46" WEST, A DISTANCE OF 126.25 FEET;

2) NORTH 34°29'41" WEST, A DISTANCE OF 5.07 FEET;

THENCE DEPARTING SAID WESTERLY LINE, NORTH 64°50'46" EAST, A DISTANCE OF 127.04 FEET TO THE EASTERLY LINE OF SAID LOT 3 AND THE BEGINNING OF A NON-TANGENT CURVE CONCAVE SOUTHWESTERLY HAVING A RADIUS OF 5,630.00 FEET, THE RADIUS POINT OF SAID CURVE BEARS SOUTH 64°24'42" WEST;

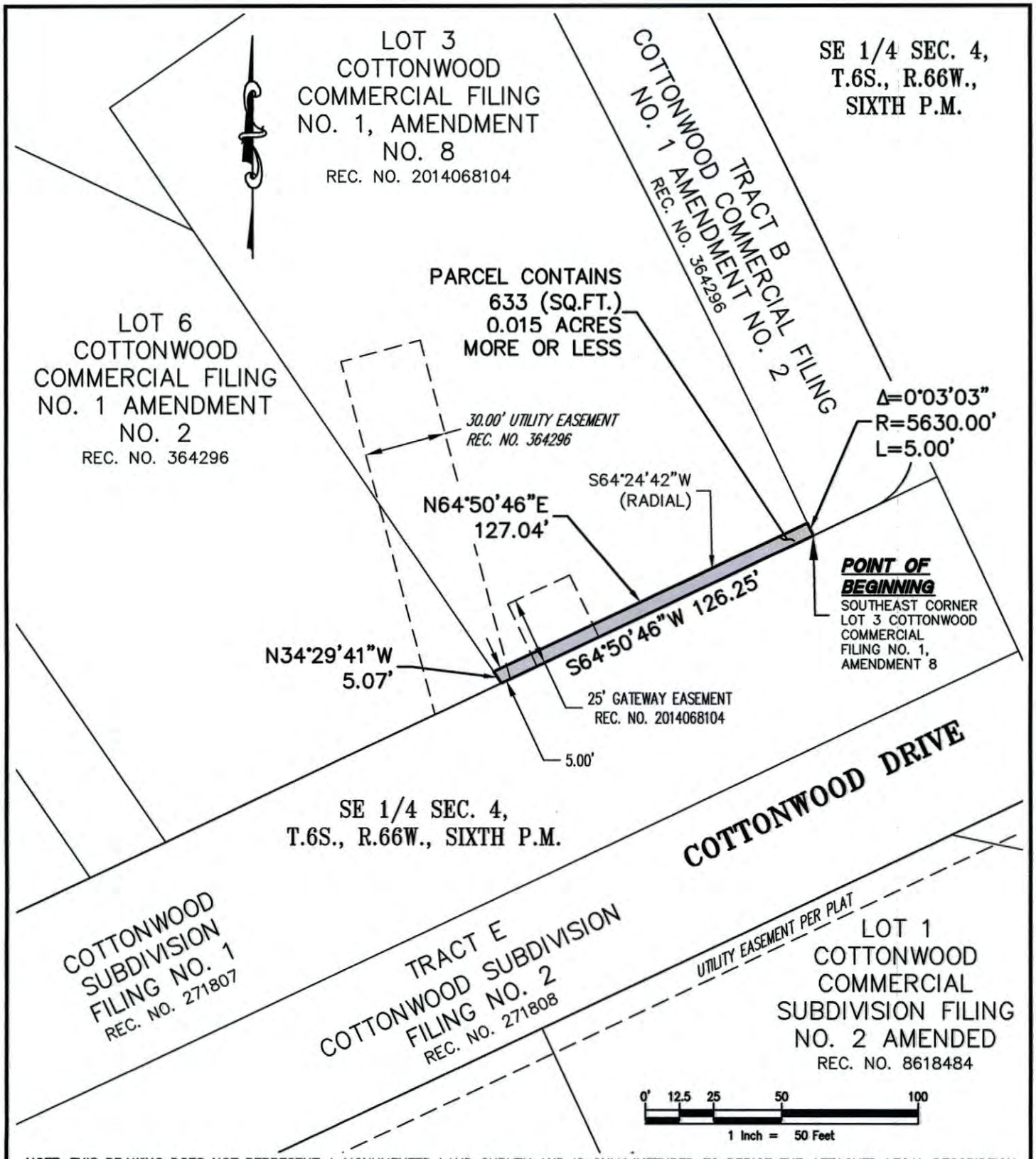
THENCE ALONG SAID EASTERLY LINE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 00°03'03", AN ARC LENGTH OF 5.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.015 ACRES, (633 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED
DEAN E. CATES
22561
PROFESSIONAL LAND SURVEYOR
5/8/17

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: LOT 3 CCF1A8.DWG
DWG: DLL CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
Q:24916-05 Cottonwood Drive Design Survey \DWG\Easements

300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

COTTONWOOD COMMERCIAL FILING NO. 1, AMENDMENT NO. 8

DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 6, COTTONWOOD COMMERCIAL FILING NO. 1, AMENDMENT NO. 2 RECORDED AT RECEPTION NO. 364296 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 6;

THENCE ALONG THE SOUTHERLY AND WESTERLY LINES OF SAID LOT 6 THE FOLLOWING TWO (2) COURSES:

1) SOUTH 64°50'46" WEST, A DISTANCE OF 136.16 FEET;

2) NORTH 34°29'41" WEST, A DISTANCE OF 5.07 FEET;

THENCE DEPARTING SAID WESTERLY LINE, NORTH 64°50'46" EAST, A DISTANCE OF 136.16 FEET TO THE EASTERLY LINE OF SAID LOT 6;

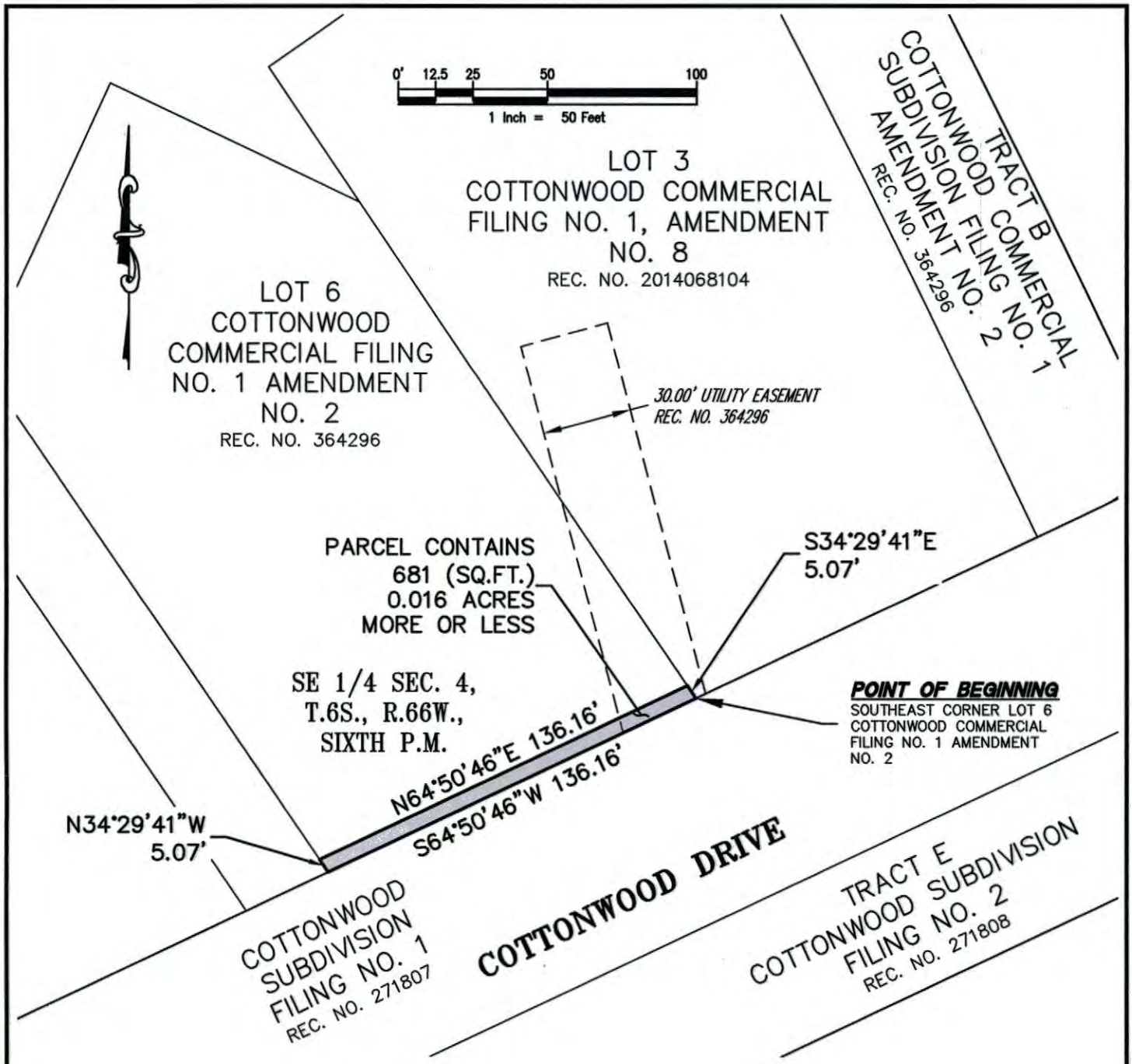
THENCE ALONG SAID EASTERLY LINE, SOUTH 34°29'41" EAST, A DISTANCE OF 5.07 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.016 ACRES, (681 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED
DEAN E. CATES
22561
5/8/17
PROFESSIONAL LAND SURVEYOR

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: LOT 6 CCSF1A2.DWG
DWG: DLL CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
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Fax: (303)713-1897
www.aztecconsultants.com

Q:24916-05 Cottowood Drive Design Survey\DWG\Easements

EXHIBIT A

COTTONWOOD COMMERCIAL FILING NO. 1, AMENDMENT NO. 2

DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 1, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY MOST CORNER OF SAID LOT 1;

THENCE ALONG THE NORTHERLY AND EASTERLY LINES OF SAID LOT 1 THE FOLLOWING TWO (2) COURSES;

1. NORTH 64°50'46" EAST, A DISTANCE OF 69.00 FEET;
2. SOUTH 25°09'14" EAST, A DISTANCE OF 5.00 FEET

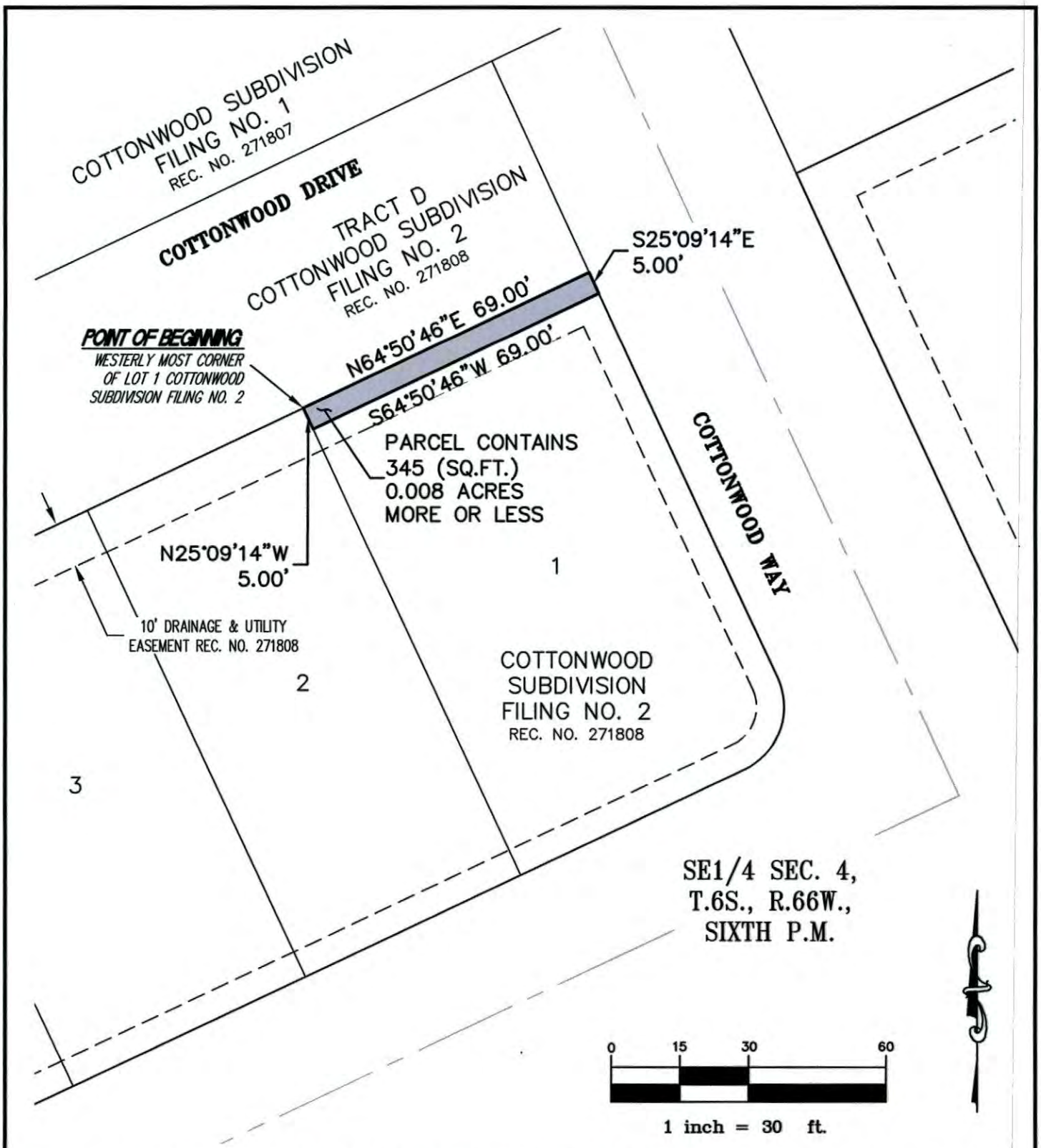
THENCE DEPARTING SAID EASTERLY LINE SOUTH 64°50'46" WEST, A DISTANCE OF 69.00 FEET TO THE WESTERLY LINE OF SAID LOT 1;

THENCE ALONG SAID WESTERLY LINE NORTH 25°09'14" WEST, A DISTANCE OF 5.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.008 ACRES, (345 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE PART HEREOF.

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottonwood Drive Design Survey\Dwg
DWG NAME: LOT 1 ESMT.DWG
DWG: RA CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 30'

AZTEC CONSULTANTS, INC.
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Phone: (303)713-1898
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EXHIBIT A

COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 2, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY MOST CORNER OF SAID LOT 2;

THENCE ALONG THE EASTERLY LINE OF SAID LOT 2 SOUTH 25°09'14" EAST, A DISTANCE OF 5.00 FEET;

THENCE DEPARTING SAID EASTERLY LINE SOUTH 64°50'46" WEST, A DISTANCE OF 52.00 FEET TO THE WESTERLY LINE OF SAID LOT 2;

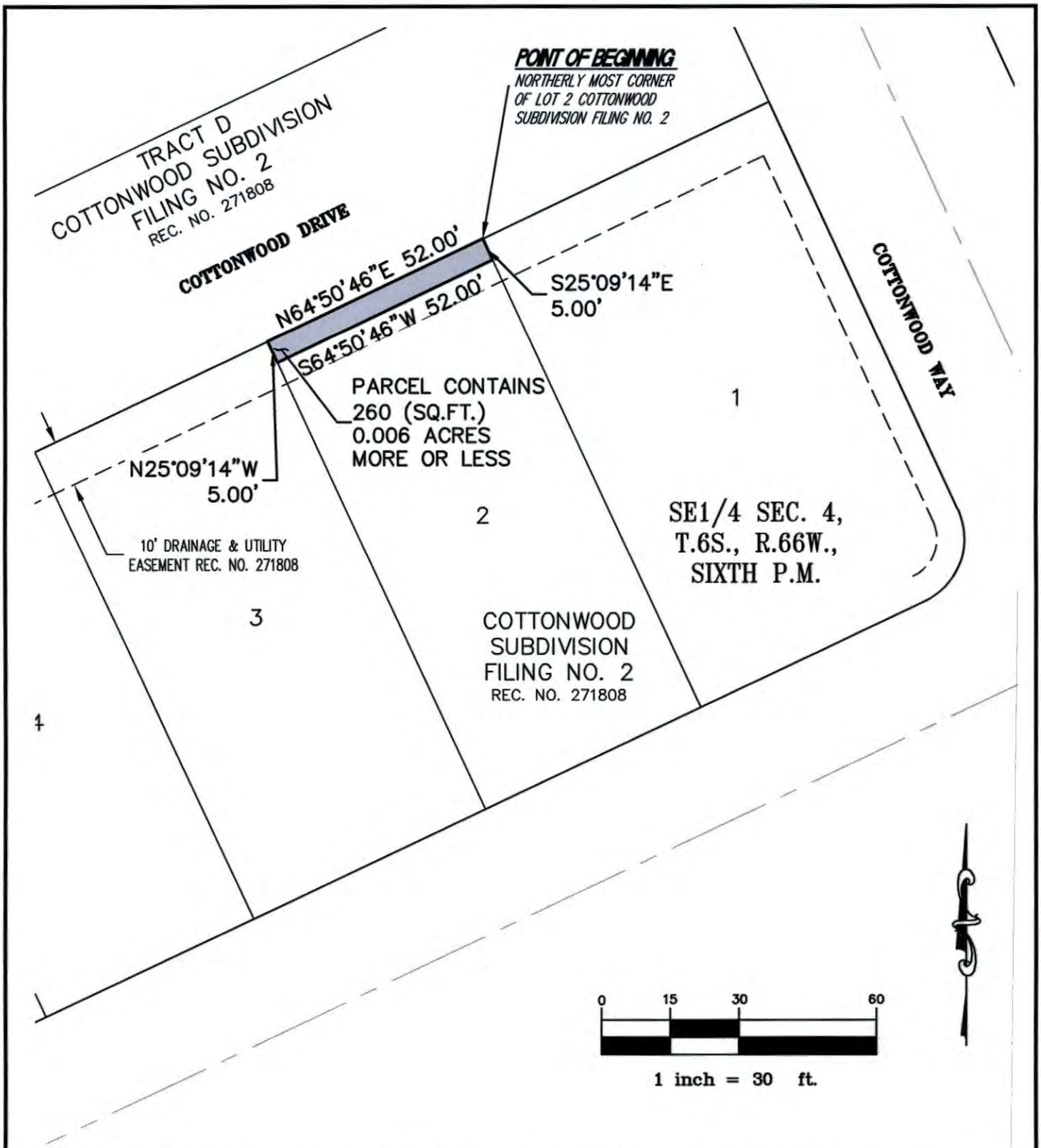
THENCE ALONG THE WESTERLY AND NORTHERLY LINES OF SAID LOT 2 THE FOLLOWNG TWO (2) COURSES;

1. NORTH 25°09'14" WEST, A DISTANCE OF 5.00 FEET;
2. NORTH 64°50'46" EAST, A DISTANCE OF 52.00 FEET TO **THE POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.006 ACRES, (260 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE PART HEREOF

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottowood Drive Design Survey\Dwg
DWG NAME: LOT 2 ESMT CSF2.DWG
DWG: RA CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 30'

AZTEC CONSULTANTS, INC.
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EXHIBIT A

COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 3, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY MOST CORNER OF SAID LOT 3;

THENCE ALONG THE NORTHERLY AND EASTERLY LINES OF SAID LOT 3 THE FOLLOWING TWO (2) COURSES;

1. NORTH 64°50'46" EAST, A DISTANCE OF 56.00 FEET;
2. SOUTH 25°09'14" EAST, A DISTANCE OF 5.00 FEET;

THENCE DEPARTING SAID EASTERLY LINE, SOUTH 64°50'46" WEST, A DISTANCE OF 56.00 FEET TO THE WESTERLY LINE OF SAID LOT 3;

THENCE ALONG SAID WESTERLY LINE, NORTH 25°09'14" WEST, A DISTANCE OF 5.00 FEET TO THE **POINT OF BEGINNING**.

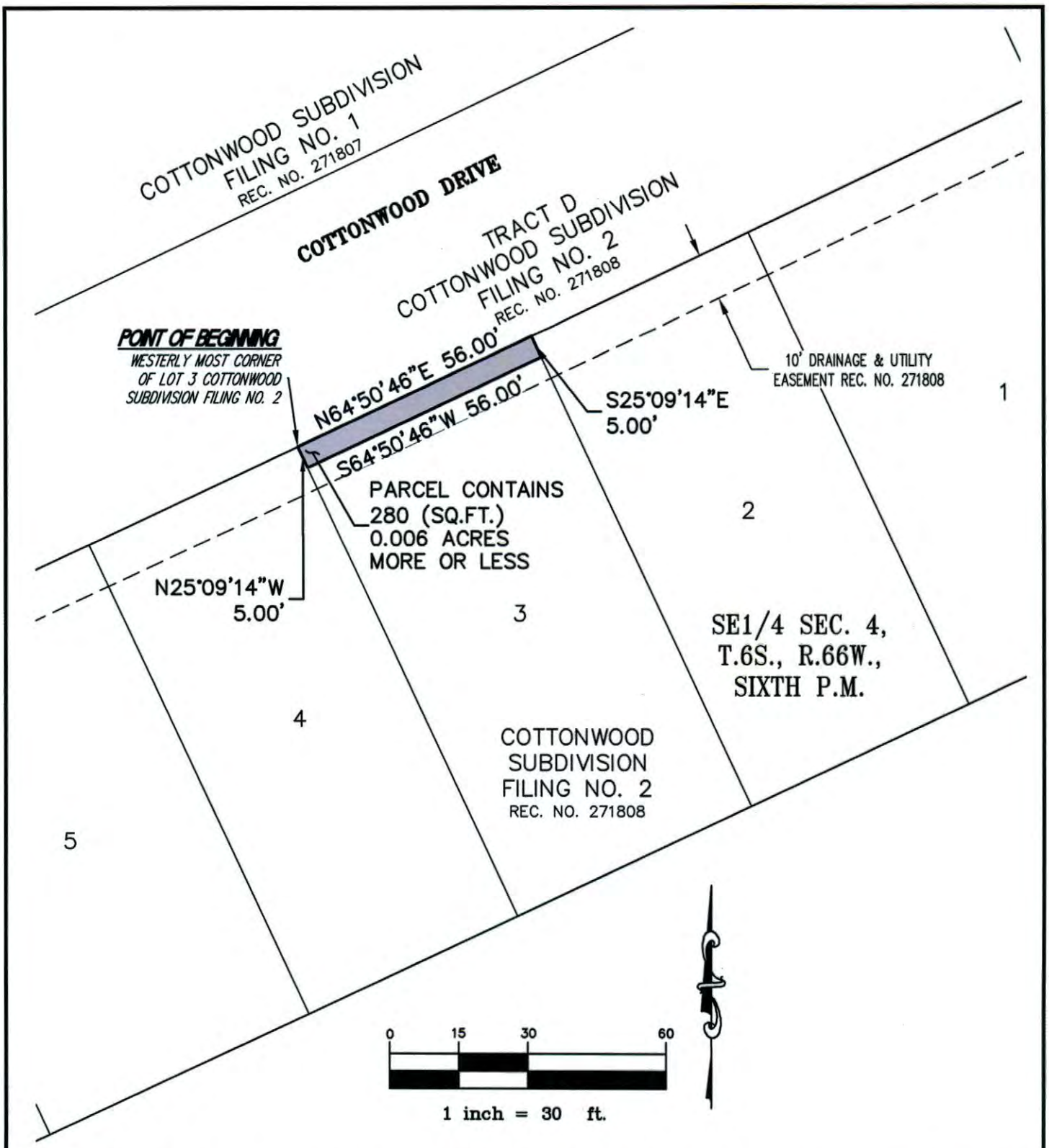
CONTAINING AN AREA OF 0.006 ACRES, (280 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED PROFESSIONAL LAND SURVEYOR DEAN E. CATES 22561

5/8/17

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottonwood Drive Design Survey\Dwg
DWG NAME: LOT 3 ESMT CSF2.DWG
DWG: RA CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 30'

AZTEC CONSULTANTS, INC.

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EXHIBIT A

COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 4, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY MOST CORNER OF SAID LOT 4;

THENCE ALONG THE NORTHERLY AND EASTERLY LINES OF SAID LOT 4 THE FOLLOWING TWO (2) COURSES;

1. NORTH 64°50'46" EAST, A DISTANCE OF 50.00 FEET;
2. SOUTH 25°09'14" EAST, A DISTANCE OF 5.00 FEET;

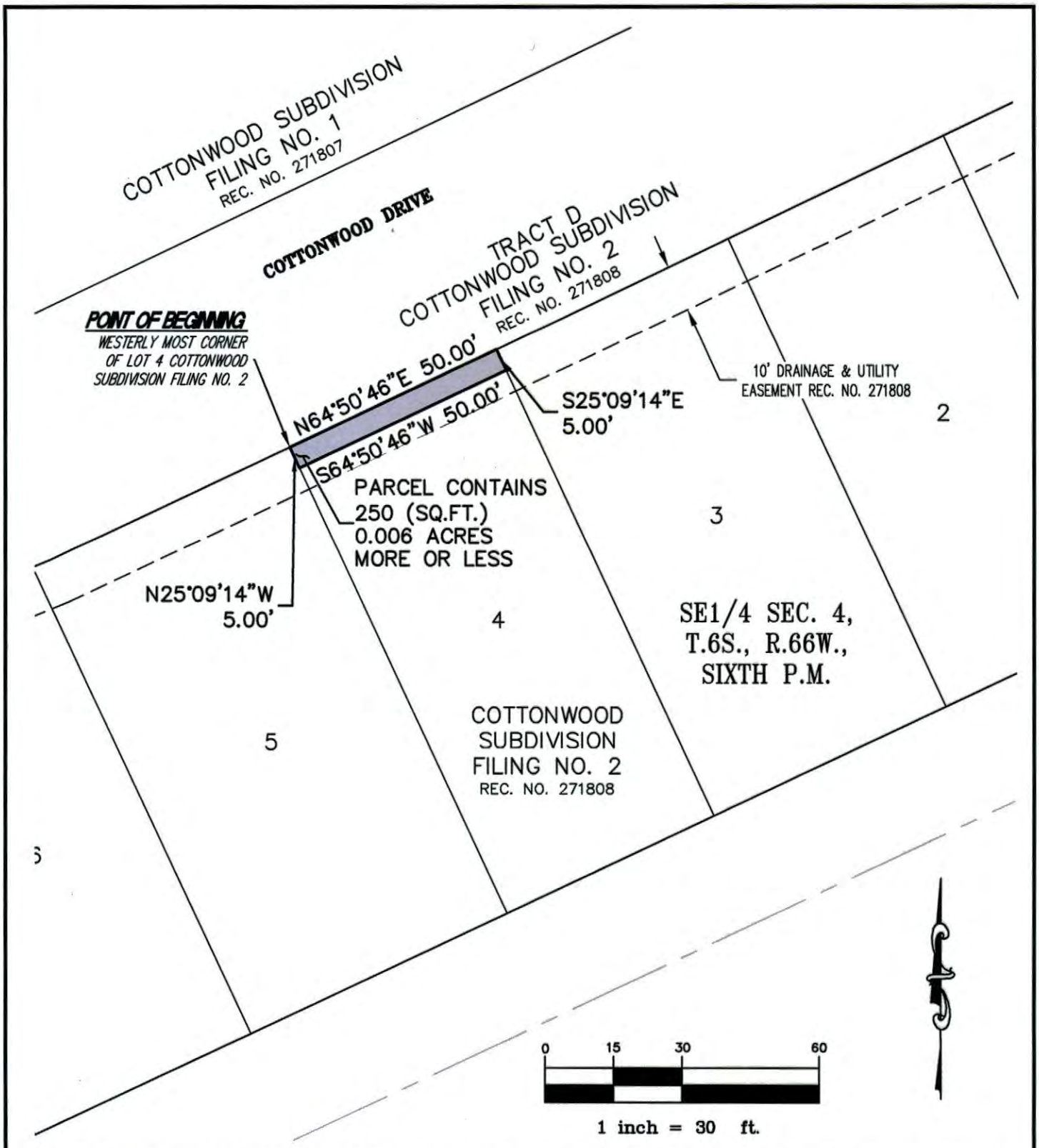
THENCE DEPARTING SAID EASTERLY LINE, SOUTH 64°50'46" WEST, A DISTANCE OF 50.00 FEET TO THE WESTERLY LINE OF SAID LOT 4;

THENCE ALONG SAID WESTERLY LINE, NORTH 25°09'14" WEST, A DISTANCE OF 5.00 FEET TO **THE POINT OF BEGINNING.**

CONTAINING AN AREA OF 0.006 ACRES, (250 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottowood Drive Design Survey\Dwg
DWG NAME: LOT 4 ESMT CSF2.DWG
DWG: RA CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 30'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
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www.aztecconsultants.com

EXHIBIT A

COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 5, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY MOST CORNER OF SAID LOT 5;

THENCE ALONG THE NORTHERLY AND EASTERLY LINES OF SAID LOT 5 THE FOLLOWING THREE (3) COURSES;

1. NORTH 67°42'31" EAST, A DISTANCE OF 4.00 FEET;
2. NORTH 64°50'46" EAST, A DISTANCE OF 58.00 FEET;
3. SOUTH 25°09'14" EAST, A DISTANCE OF 5.00 FEET;

THENCE DEPARTING SAID EASTERLY LINE, SOUTH 64°50'46" WEST, A DISTANCE OF 58.00 FEET;

THENCE SOUTH 67°42'31" WEST, A DISTANCE OF 3.87 FEET TO THE WESTERLY LINE OF SAID LOT 5;

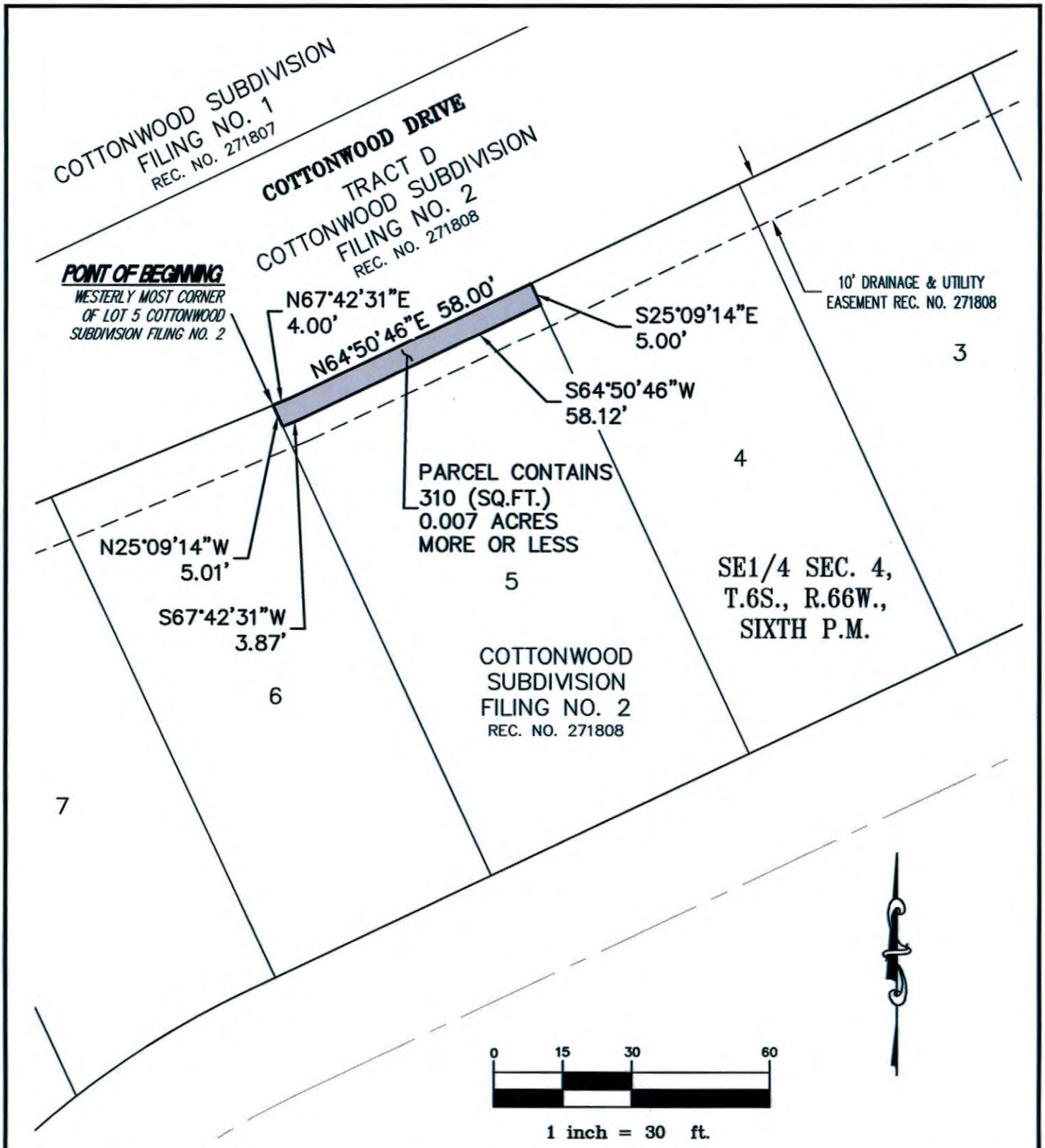
THENCE ALONG SAID WESTERLY LINE NORTH 25°09'14" WEST, A DISTANCE OF 5.01 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.007 ACRES, (310 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED
DEAN E. CATES
22561
5/8/17
PROFESSIONAL LAND SURVEYOR

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottonwood Drive Design Survey\Dwg
DWG NAME: LOT 5 ESMT CSF2.DWG
DWG: RA CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 30'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 6, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY MOST CORNER OF SAID LOT 6;

THENCE ALONG THE EASTERLY LINE OF SAID LOT 6 SOUTH 25°09'14" EAST, A DISTANCE OF 5.01 FEET;

THENCE DEPARTING SAID EASTERLY LINE SOUTH 67°42'31" WEST, A DISTANCE OF 52.07 FEET TO THE WESTERLY LINE OF SAID LOT 6;

THENCE ALONG THE WESTERLY AND NORTHERLY LINES OF SAID LOT 6 THE FOLLOWING TWO (2) COURSES:

1) NORTH 25°09'14" WEST, A DISTANCE OF 5.01 FEET;

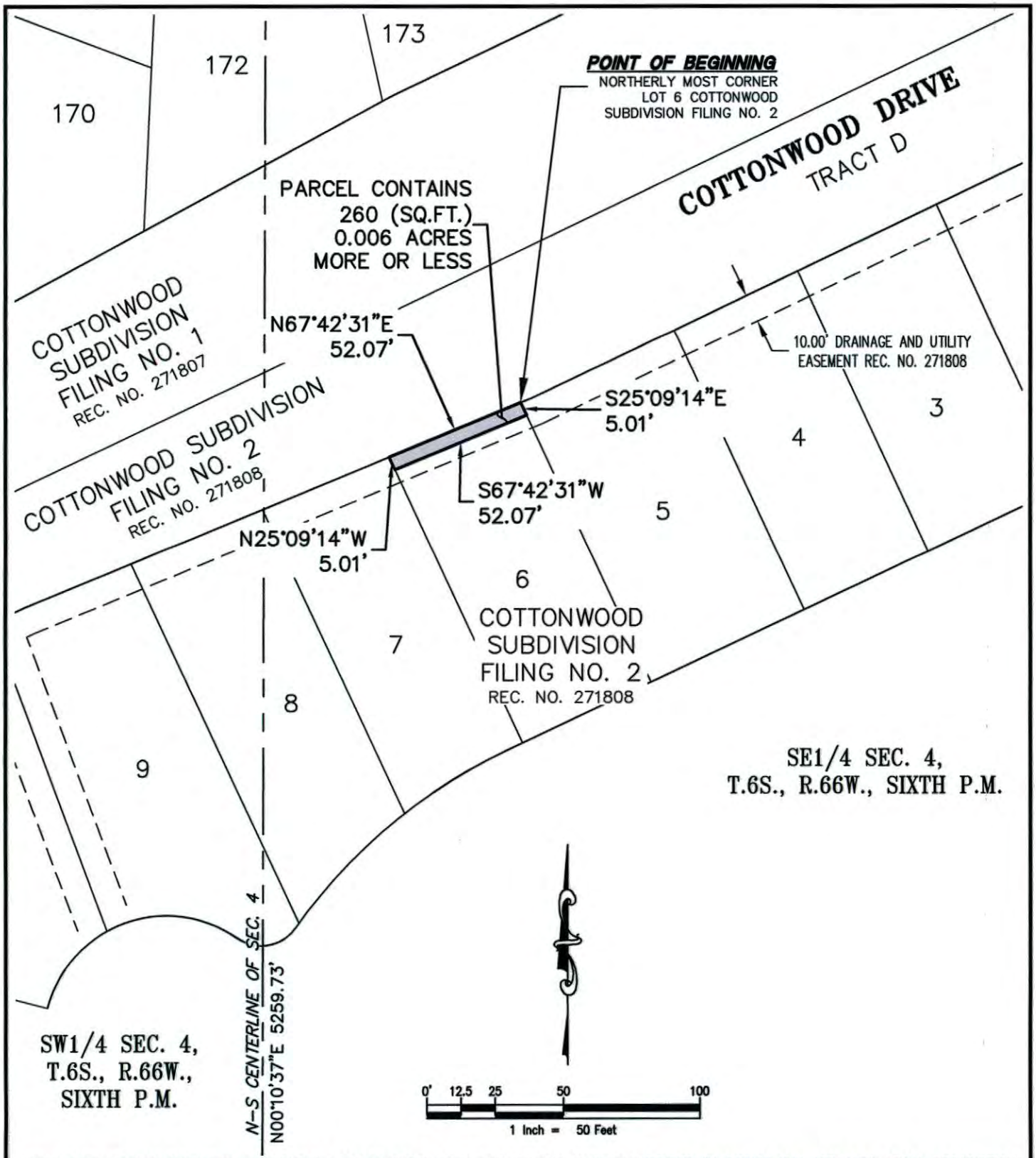
2) NORTH 67°42'31" EAST, A DISTANCE OF 52.07 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.006 ACRES, (260 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED
DEAN E. CATES
22561
5/8/17
PROFESSIONAL LAND SURVEYOR

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: LOT 6 CSF2.DWG
DWG: BAM CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
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Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

Q:24916-05 COTTONWOOD DRIVE DESIGN SURVEY\DWG\EASEMENTS

EXHIBIT A

LOT 6, COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 7, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTH HALF OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY MOST CORNER OF SAID LOT 7;

THENCE ALONG THE EASTERLY LINE OF SAID LOT 7 SOUTH 25°09'14" EAST, A DISTANCE OF 5.01 FEET;

THENCE SOUTH 67°42'31" WEST, A DISTANCE OF 50.06 FEET TO THE WESTERLY LINE OF SAID LOT 7;

THENCE ALONG THE WESTERLY AND NORTHERLY LINES OF SAID LOT 7 THE FOLLOWING TWO (2) COURSES:

1) NORTH 25°09'14" WEST, A DISTANCE OF 5.01 FEET;

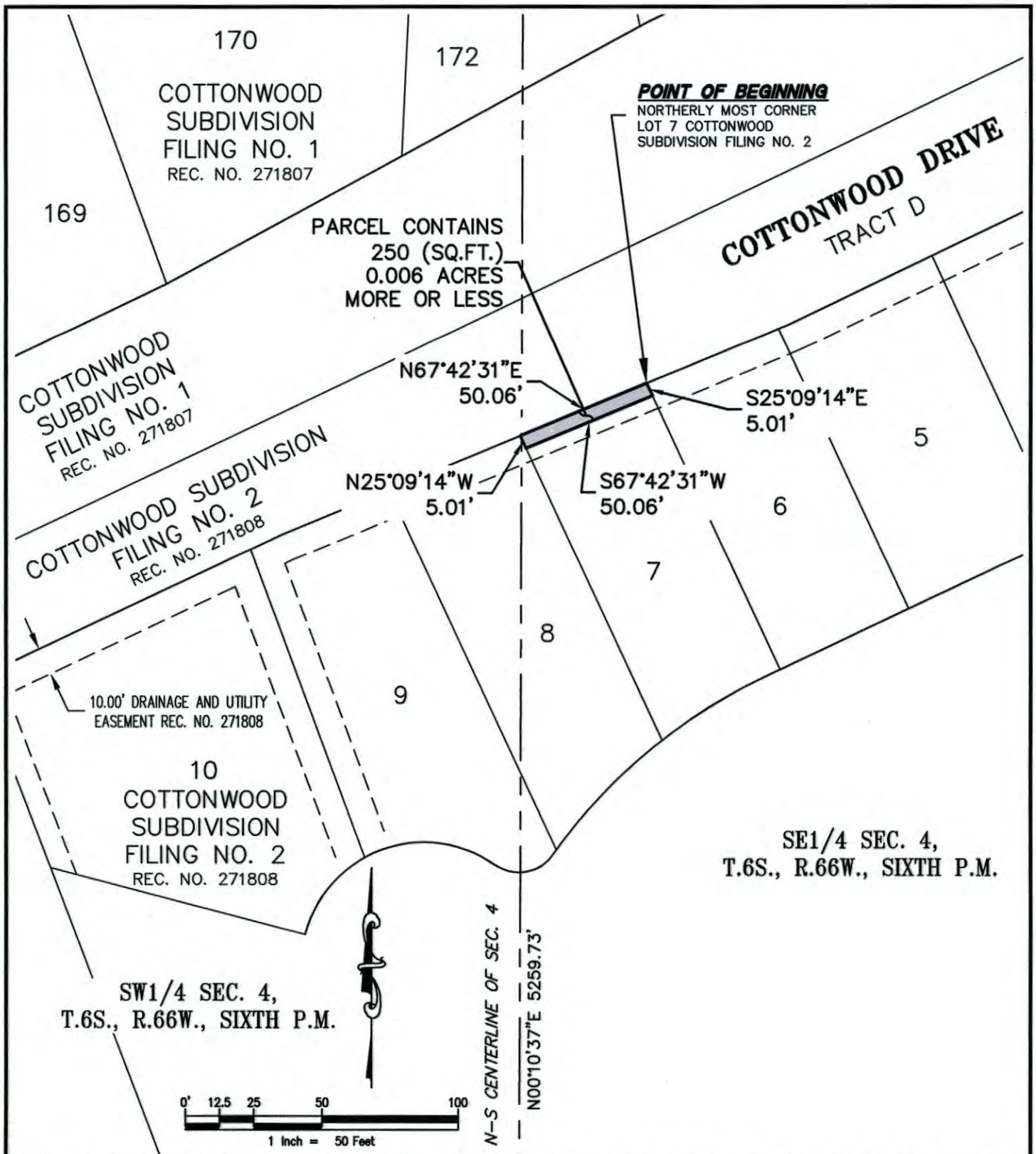
2) NORTH 67°42'31" EAST, A DISTANCE OF 50.06 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.006 ACRES, (250 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED DEAN E. CATES 22561 PROFESSIONAL LAND SURVEYOR
5/8/17

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: LOT 7 CSF2.DWG
DWG: BAM CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
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Phone: (303)713-1898
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www.aztecconsultants.com

Q:24916-05 COTTOWOOD DRIVE DESIGN SURVEY\DWG\EASEMENTS

EXHIBIT A

LOT 7, COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 8, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY MOST CORNER OF SAID LOT 8;

THENCE ALONG THE EASTERLY LINE OF SAID LOT 8 SOUTH 25°09'14" EAST, A DISTANCE OF 5.01 FEET;

THENCE DEPARTING SAID EASTERLY LINE SOUTH 67°42'31" WEST, A DISTANCE OF 52.07 FEET TO THE WESTERLY LINE OF SAID LOT 8;

THENCE ALONG THE WESTERLY AND NORTHERLY LINES OF SAID LOT 8 THE FOLLOWING TWO (2) COURSES:

1) THENCE NORTH 25°09'14" WEST, A DISTANCE OF 5.01 FEET;

2) THENCE NORTH 67°42'31" EAST, A DISTANCE OF 52.07 FEET; TO THE **POINT OF BEGINNING**.

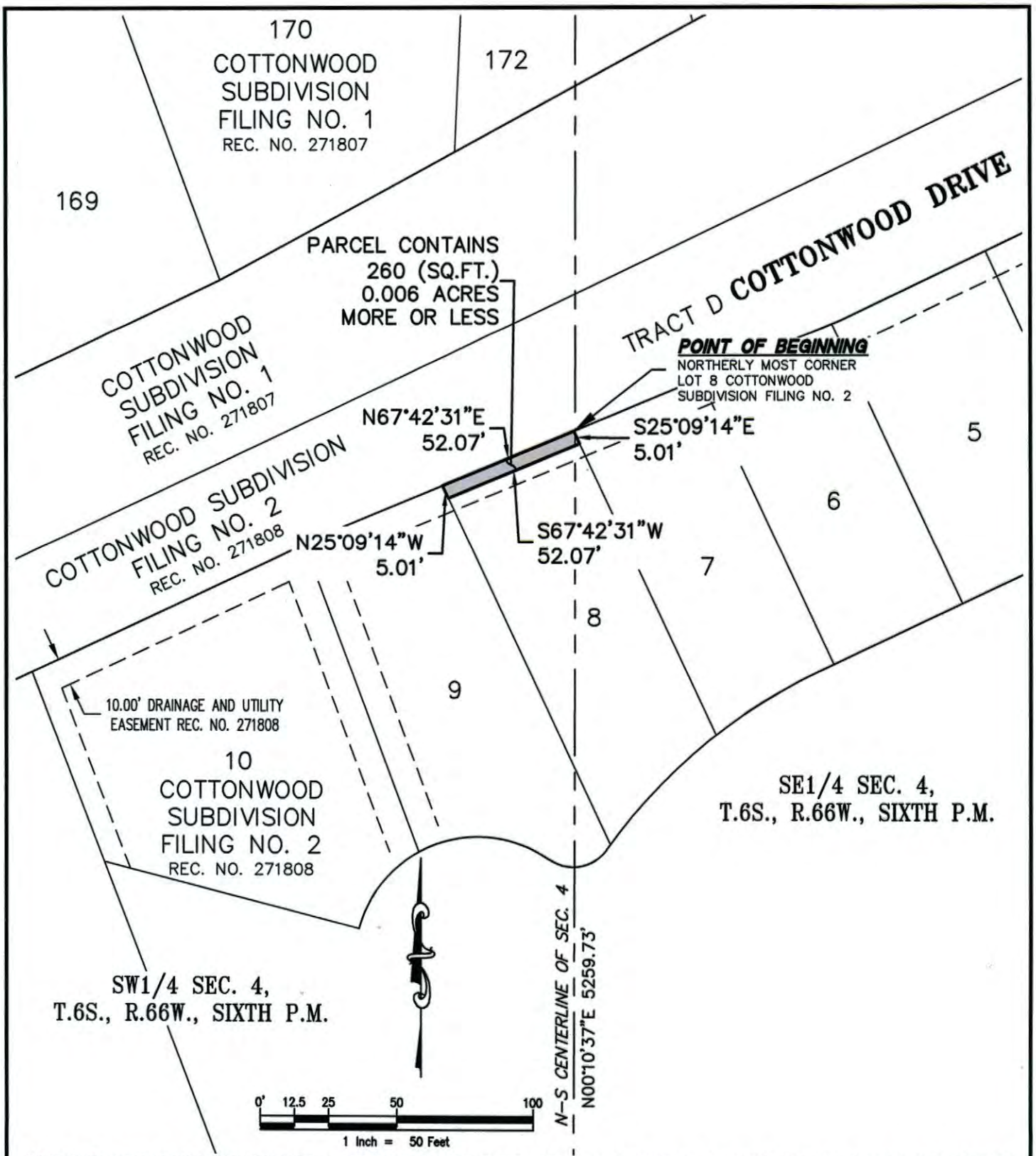
CONTAINING AN AREA OF 0.006 ACRES, (260 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED DEAN E. CATES 22561 PROFESSIONAL LAND SURVEYOR

5/8/17

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: LOT 8 CSF2.DWG
DWG: BAM CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.

300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

Q:24916-05 COTTONWOOD DRIVE DESIGN SURVEY\DWG\EASEMENT

EXHIBIT A

LOT 8, COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 9, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY MOST CORNER OF SAID LOT 9;

THENCE ALONG THE EASTERLY LINE OF SAID LOT 9, SOUTH 25°09'14" EAST, A DISTANCE OF 5.01 FEET;

THENCE DEPARTING SAID EASTERLY LINE SOUTH 67°42'31" WEST, A DISTANCE OF 42.18 FEET;

THENCE SOUTH 64°50'46" WEST, A DISTANCE OF 13.29 FEET TO THE WESTERLY LINE OF SAID LOT 9;

THENCE ALONG THE WESTERLY AND NORTHERLY LINES OF SAID LOT 9 THE FOLLOWING THREE (3) COURSES:

1) NORTH 20°26'51" WEST, A DISTANCE OF 5.02 FEET;

2) NORTH 64°50'46" EAST, A DISTANCE OF 13.00 FEET;

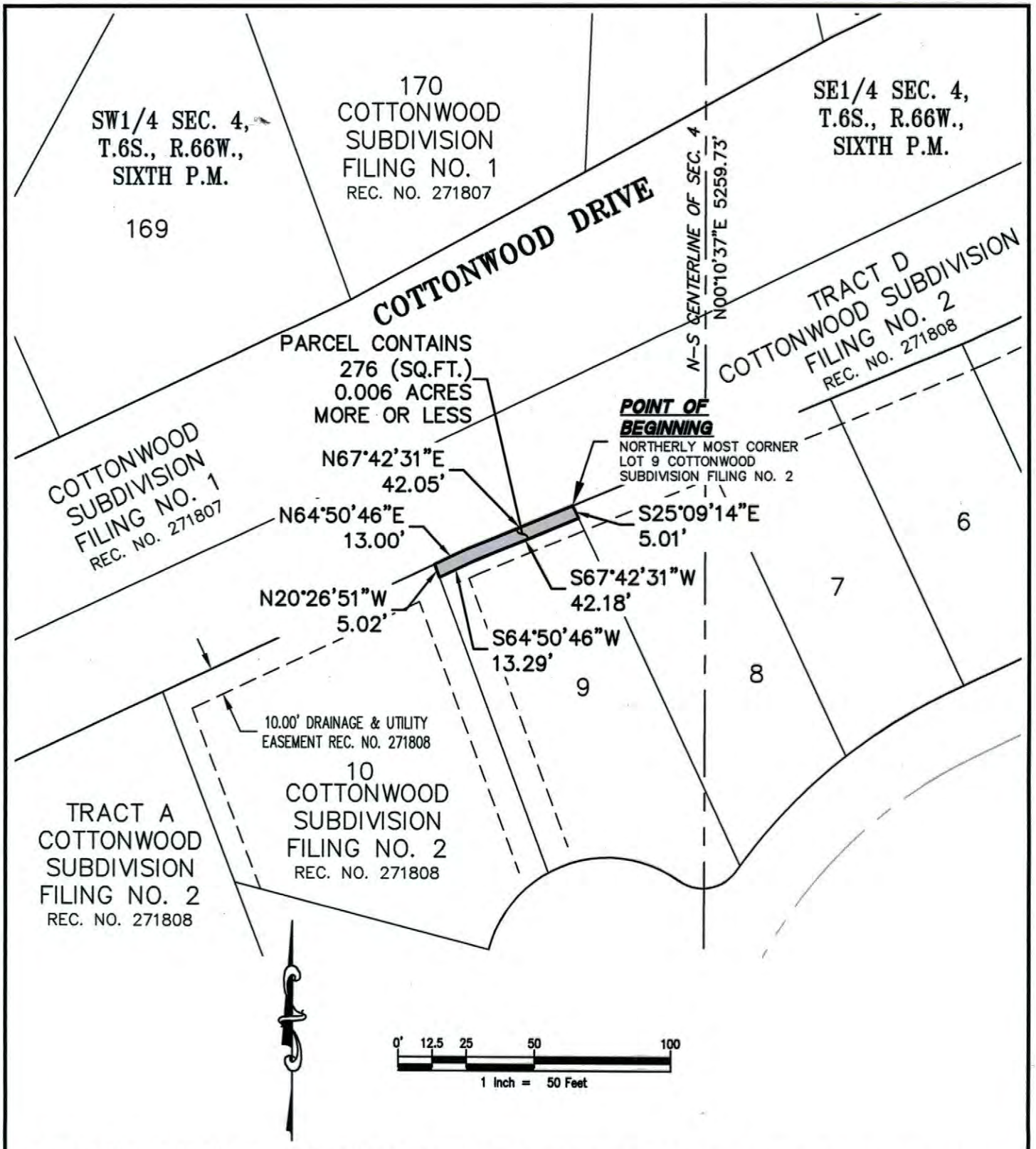
3) NORTH 67°42'31" EAST, A DISTANCE OF 42.05 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.006 ACRES, (276 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO
DEAN E. CATES
22561
PROFESSIONAL LAND SURVEYOR
5/8/17

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: LOT 9 CSF2.DWG
DWG: DLL CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 50'

AZTEC CONSULTANTS, INC.
Q:\24916-05 Cottowood Drive Design Survey\DWG\Easement

300 East Mineral Ave, Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A

LOT 9, COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 10, COTTONWOOD SUBDIVISION FILING NO. 2, RECORDED AT RECEPTION NO. 271808 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY MOST CORNER OF LOT 10;

THENCE ALONG THE EASTERLY BOUNDARY OF SAID LOT, SOUTH 20°26'51" EAST, A DISTANCE OF 5.02 FEET;

THENCE DEPARTING SAID EASTERLY BOUNDARY, SOUTH 64°50'46" WEST, A DISTANCE OF 109.96 FEET TO THE WESTERLY BOUNDARY OF SAID LOT;

THENCE ALONG SAID WESTERLY BOUNDARY, NORTH 20°53'29" WEST, A DISTANCE OF 5.01 FEET TO THE NORTHERLY BOUNDARY OF SAID LOT;

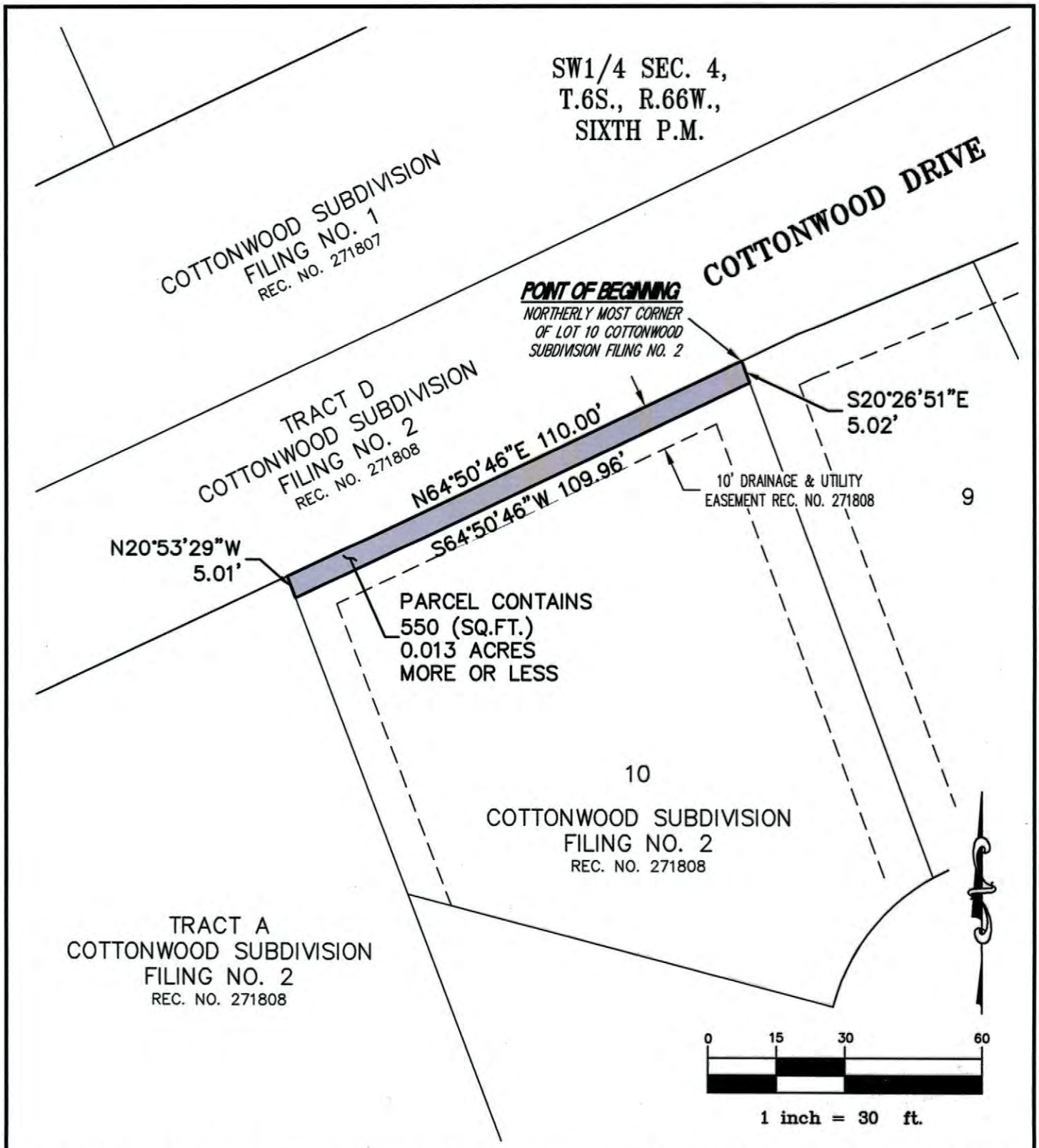
THENCE ALONG SAID NORTHERLY BOUNDARY, NORTH 64°50'46" EAST, A DISTANCE OF 110.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.013 ACRES, (550 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

COLORADO REGISTERED
DEAN E. CATES
22561
5/8/17
PROFESSIONAL LAND SURVEYOR

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898



NOTE: THIS DRAWING DOES NOT REPRESENT A FIELD MONUMENTED SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\24916-05 - Cottonwood Drive Design Survey\Dwg
DWG NAME: LOT 10 ESMT.DWG
DWG: AMB CHK: DEC
DATE: 2017-04-27
SCALE: 1" = 30'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A
COTTONWOOD SUBDIVISION FILING NO. 2
DOUGLAS COUNTY, COLORADO

JOB NUMBER 24916-05

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 1, COTTONWOOD MIXED COMMERCIAL / INDUSTRIAL SUBDIVISION FILING NO. 1, RECORDED AT RECEPTION NO. 8734028 IN THE RECORDS OF THE CLERK AND RECORDER OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, SITUATED IN THE SOUTHWEST QUARTER OF SECTION 4 AND THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 6 SOUTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 1;

THENCE ALONG THE WESTERLY LINE OF SAID LOT 1 NORTH 17°13'42" WEST, A DISTANCE OF 374.03 FEET TO THE **POINT OF BEGINNING**;

THENCE ALONG THE WESTERLY, NORTHERLY AND EASTERLY LINES OF SAID LOT 1 THE FOLLOWING SIX (6) COURSES:

1) NORTH 17°13'42" WEST, A DISTANCE OF 11.83 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE SOUTHERLY HAVING A RADIUS OF 790.00 FEET, THE RADIUS POINT OF SAID CURVE BEARS SOUTH 16°30'11" EAST;

2) EASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 15°30'15", AN ARC LENGTH OF 213.77 FEET;

3) TANGENT TO SAID CURVE NORTH 89°00'04" EAST, A DISTANCE OF 71.23 FEET;

4) NORTH 86°08'19" EAST, A DISTANCE OF 200.25 FEET;

5) NORTH 89°00'04" EAST, A DISTANCE OF 10.74 FEET;

6) SOUTH 27°31'44" EAST, A DISTANCE OF 32.34 FEET;

THENCE DEPARTING SAID EASTERLY LINE, SOUTH 82°03'43" WEST, A DISTANCE OF 37.15 FEET;

THENCE NORTH 27°31'44" WEST, A DISTANCE OF 30.35 FEET;

THENCE SOUTH 86°08'19" WEST, A DISTANCE OF 154.38 FEET;

THENCE SOUTH 47°52'53" WEST, A DISTANCE OF 16.96 FEET;

THENCE SOUTH 64°05'10" WEST, A DISTANCE OF 3.88 FEET;

THENCE SOUTH 80°17'27" WEST, A DISTANCE OF 3.87 FEET;

THENCE NORTH 83°54'55" WEST, A DISTANCE OF 3.71 FEET;

THENCE NORTH 68°31'54" WEST, A DISTANCE OF 3.69 FEET;

THENCE NORTH 53°08'54" WEST, A DISTANCE OF 3.69 FEET;

THENCE NORTH 37°45'54" WEST, A DISTANCE OF 10.27 FEET;

THENCE SOUTH 89°00'04" WEST, A DISTANCE OF 55.54 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHERLY HAVING A RADIUS OF 785.00 FEET;

THENCE WESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 14°26'33", AN ARC LENGTH OF 197.88 FEET;

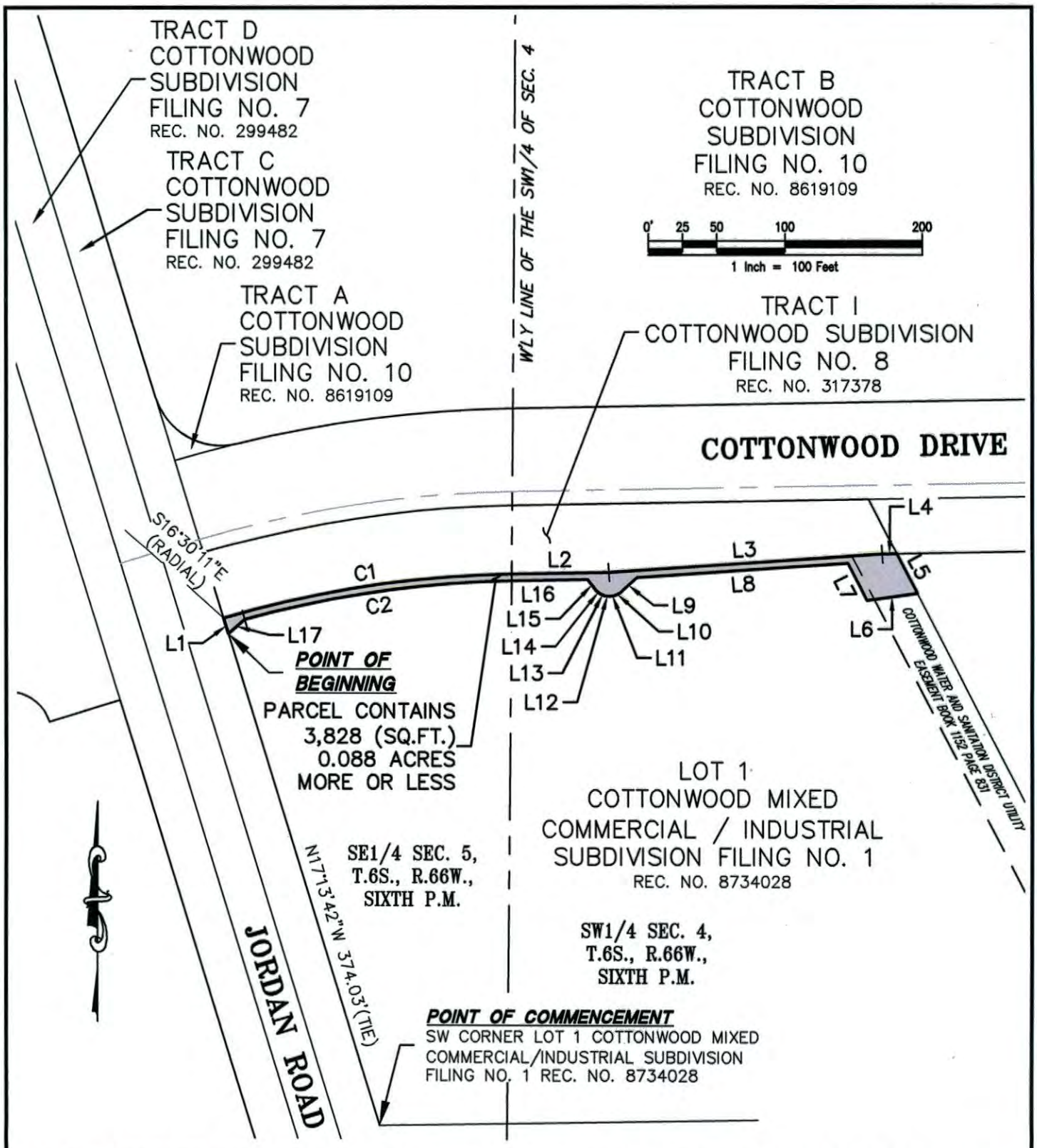
THENCE NON-TANGENT TO SAID CURVE SOUTH 48°32'32" WEST, A DISTANCE OF 15.88 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 0.088 ACRES, (3,828 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.

DEAN E. CATES,
COLORADO P.L.S. NO. 22561
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122
303-713-1898

ILLUSTRATION TO EXHIBIT A



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\DWG\EXHIBITS\ DWG NAME: LOT 1 COTTONWOOD MIXED.DWG DWG: DLL CHK: DEC DATE: 2017-04-27 SCALE: 1" = 100'	AZTEC CONSULTANTS, INC. 300 East Mineral Ave, Suite 1 Littleton, Colorado 80122 Phone: (303)713-1898 Fax: (303)713-1897 www.aztecconsultants.com	**EXHIBIT A** COTTONWOOD MIXED COMMERCIAL/INDUSTRIAL SUBDIVISION FILING NO. 1 DOUGLAS COUNTY, COLORADO JOB NUMBER 24916-05 3 OF 4 SHEETS

ILLUSTRATION TO EXHIBIT A

LINE TABLE		
LINE	BEARING	LENGTH
L1	N17°13'42"W	11.83'
L2	N89°00'04"E	71.23'
L3	N86°08'19"E	200.25'
L4	N89°00'04"E	10.74'
L5	S27°31'44"E	32.34'
L6	S82°03'43"W	37.15'
L7	N27°31'44"W	30.35'
L8	S86°08'19"W	154.38'
L9	S47°52'53"W	16.96'
L10	S64°05'10"W	3.88'
L11	S80°17'27"W	3.87'
L12	N83°54'55"W	3.71'
L13	N68°31'54"W	3.69'
L14	N53°08'54"W	3.69'
L15	N37°45'54"W	10.27'
L16	S89°00'04"W	55.54'
L17	S48°32'32"W	15.88'

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	15°30'15"	790.00'	213.77'
C2	14°26'33"	785.00'	197.88'

NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH: Q:\DWG\EXHIBITS\
DWG NAME: LOT 1 COTTONWOOD MIXED.DWG
DWG: DLL CHK: DEC
DATE: 2017--04-27
SCALE: 1" = 100'

AZTEC CONSULTANTS, INC.
300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

EXHIBIT A
COTTONWOOD MIXED COMMERCIAL/INDUSTRIAL SUBDIVISION FILING NO. 1
DOUGLAS COUNTY, COLORADO
JOB NUMBER 24916-05

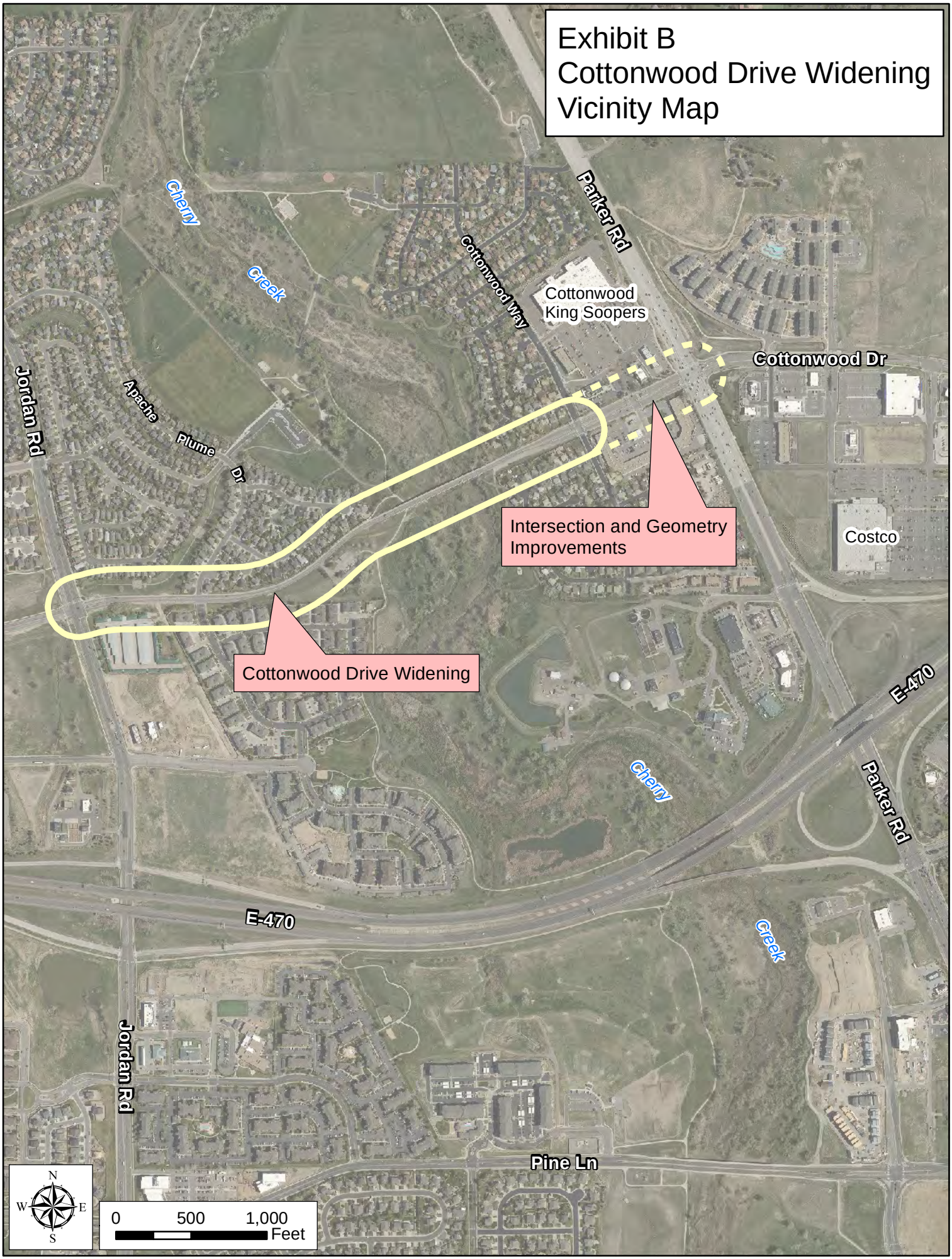


Exhibit B
Cottonwood Drive Widening
Vicinity Map
Cherry
Creek
Parker Rd
Cottonwood Way
Cottonwood
King Soopers
Cottonwood Dr
Jordan Rd
Apache
Plume
Dr
Intersection and Geometry
Improvements
Costco
Cottonwood Drive Widening
E-470
Cherry
Parker Rd
E-470
Creek
Jordan Rd
Pine Ln
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500
1,000
Feet

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Jamie Wynn, Assistant Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **ORDINANCE NO. 5.06.40.1 - Second Reading**
A Bill for an Ordinance to Amend Section 8.07.110 of the Parker Municipal Code Concerning Sitting or Lying Down in the Public Right-of-Way

Department: **Town Attorney, Jamie Wynn**

EXECUTIVE SUMMARY

The purpose of this amendment is to update The Parker Municipal Code and provide clarification by removing the term "high traffic areas" and replacing it with terms already defined in the Code, as well as modifying provisions to focus more specifically on safety concerns.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

Section 8.07.110 of the Parker Municipal Code is focused on providing safe passage on public right-of-ways. In an effort to clarify the intent of this Code section, language is being added to include specific terms already defined in the Code, as well as to further focus on the safety concerns which are created when there is an interference with the safe passage of pedestrians, bicycles, or vehicles on a public right-of-way.

FINANCIAL IMPACT

None.

STRATEGIC GOAL(S)

PROMOTE A SAFE AND HEALTHY COMMUNITY

ATTACHMENTS

1. Ordinance No. 5.06.40.1

RECOMMENDED MOTION

I move to approve Ordinance No. 5.06.40.1 on second reading.

ORDINANCE NO. 5.06.40.1, Series of 2020

TITLE: A BILL FOR AN ORDINANCE TO AMEND SECTION 8.07.110 OF THE PARKER MUNICIPAL CODE CONCERNING SITTING OR LYING DOWN IN THE PUBLIC RIGHT-OF-WAY

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. Section 8.07.110 of the Parker Municipal Code is amended to read as follows:

8.07.110 Sitting or lying down in the public right-of-way.

(a) Legislative findings. The Town Council finds and determines that intentionally blocking, obstructing or interfering with the safe or free passage of a pedestrian or vehicle by any means ~~**in high traffic areas**~~ **on collector and arterial roadways, as defined by the Town of Parker Roadway Design and Construction Criteria Manual and adopted pursuant to Section 10.09.010**, including unreasonably causing a pedestrian or vehicle operator to take evasive action to avoid contact, is a public safety concern without regard to the speech of the individual who is intentionally blocking, obstructing or interfering with the safe or free passage of a pedestrian or vehicle, and that such conduct should be regulated to address the public safety concerns caused by individuals taking evasive action to avoid such contact.

(b) Unlawful. It shall be unlawful for any person to sit, kneel, recline or lie down upon the surface of any public right-of-way, or upon any bedding, chair, stool, or any other object placed upon the surface of the public right-of-way, **such that they are interfering with the safe and/or free passage of any pedestrian, bicyclist, or vehicle.** ~~**between the hours of seven o'clock (7:00) a.m. and ten o'clock (10:00) p.m. daily and between the hours of ten o'clock (10:00) p.m. and three o'clock (3:00) a.m. on Friday and Saturday nights.**~~

(c) Definitions. For the purposes of this Section, the term below shall have the following meaning:

Public right-of-way means any street, sidewalk, trail, path, alley, parkway, curb, median, jersey wall, traffic island or any other publicly owned property intended or used for pedestrian, recreational or vehicular travel ~~**located adjacent to nonresidentially zoned areas of the Town**~~.

(d) Defense. It is an affirmative defense to a violation of this Section that a person:

* * *

(6) Sits upon a public sidewalk at or near a transit stop while waiting for public transportation.

Section 2. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 3. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Randy Sale, Chief Building Official
Dannette Robberson, Assistant to the Town Administrator
Kristin Hoffmann, Deputy Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **ADMINISTRATIVE CODE AND FEES**

Department: **Town Attorney, Kristen Schledorn**
Town Administrator, Dannette Robberson
Community Development, Randy Sale

EXECUTIVE SUMMARY

The purpose of this item is to adjust the Town of Parker development-related user fees to better align with the market and with the costs incurred by the Town for providing the services. It also updates the Parker Administrative Code to remove the specific permit fees from Section 304.1 and instead references that fees will be established by Town Council resolution. Finally, it changes the process for Engineering fees from a charge-back agreement to single-application fees to minimize accounting/administrative issues for developers and to provide them up-front costs to assist with project cost predictability.

Ordinance No. 4.89.5 adopts by reference a new edition of the Parker Administrative Code.

Ordinance No. 3.01.122 amends Section 13.01.080 of the Land Development Ordinance to provide that application fees shall be established by resolution.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

The Town of Parker initiated a development-related user fee study to understand the full cost of providing development-related services. The Town retained TischlerBise, Inc., a leading firm on fiscal and economic analysis and cost of growth strategies. Development-related user fee studies are considered a municipal government best practice in establishing a sustainable user fee

program to identify what costs should be user fee supported versus general tax subsidy.

The User Fee Study looked at the total cost of development related tasks, identifying 100% cost recovery. Such a study had not been conducted in over ten years. The largest cost to the Town in conducting development-related tasks is personnel costs. 19 employees spend at least 50 percent of their time on development related tasks. The methodology included extensive interviews with Town staff in the Planning and Building divisions of Community Development, Engineering/Public Works and Parks and Recreation and tracking of time spent on each application type. Other costs such as overhead, administrative costs and long-term planning costs, which will directly benefit development, were included in the methodology.

In addition to considering the 100% cost recovery, the study also examined common development-related tasks in Parker compared to surrounding communities. The data revealed that Parker was significantly lower in every category compared to neighboring jurisdictions. In determining the policy decisions regarding the cost-recovery percentages, Town staff utilized an approach to take both criteria into consideration to derive an appropriate cost recovery percentage for each application type and shared the recommendations with the Mayor and Town Council in January 2020.

The new edition of the Parker Administrative Code removes the specific permit fees from Section 304.1 and instead references that fees will be established by Town Council resolution.

FINANCIAL IMPACT

The proposed User Fee amendments will be revenue positive to the Town by increasing the cost recovery rate of providing Community Development services to applicants, builders and the development community.

The fiscal impact associated with the proposed Engineering/Public Works User Fees is relatively minor, with the exception of the administrative expenses currently charged to the Developers/Permittees. The existing system utilized by the Engineering/Public Works Department collects fees through a charge back agreement executed with Developers/Permittees with each application/project. The charge back agreement allows the Town to bill each Developer/Permittee on a monthly basis for the actual time staff spends on reviews and inspections (100% recovery) plus an administrative cost (15%). The proposed fee system will charge each Developer/Permittee an upfront fee as part of each application/project (rather than monthly). The proposed fee system will significantly reduce the administrative expenses (for the Town and Developer/Permittee) compared to the existing system since the monthly billing and collections will no longer be necessary.

STRATEGIC GOAL(S)

ENHANCE ECONOMIC VITALITY

ATTACHMENTS

1. Parker CO User Fee Study 1.28.20 (2)
2. Ordinance No. 4.89.6
3. Ordinance No. 3.01.122
4. Resolution No. 20-028

RECOMMENDED MOTION

I move to approve Ordinance No. 4.89.6 on second reading.

I move to approve Ordinance No. 3.01.122 on second reading.

I move to approve Resolution No. 20-028.

Development-Related User Fee Study

Prepared for:

Town of Parker, Colorado

January 28, 2020

Prepared by:

TischlerBise
FISCAL | ECONOMIC | PLANNING

4701 Sangamore Road
Suite S240
Bethesda, Maryland 20816
800.424.4318
www.tischlerbise.com

TischlerBise
4701 Sangamore Road
Suite S240
Bethesda, Maryland 20816
800.424.4318

www.tischlerbise.com

DEVELOPMENT-RELATED USER FEE STUDY

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Figure 24. Castle Pines, CO Fee Schedule 42

Figure 25. Douglas County, CO Development Fee Schedule 52

Figure 26. Centennial, CO Community Development Fee Schedule 57

Figure 27. Aurora, CO Zoning and Development Review Application Fee Schedule 64

EXECUTIVE SUMMARY

The Town of Parker initiated a user fee study with TischlerBise in an effort to understand the full cost of providing development-related services. The results of this study will help inform cost-recovery policy decisions. The fees shown in the body of this report assume **100% cost-recovery** of personnel and other costs. Lesser amounts may be adopted which would necessitate a subsidy from another revenue source to fully fund the departments completing these development-related tasks. Several cost-recovery options are included in this summary.

The largest cost to the Town in conducting development-related tasks is personnel cost. Between the three included departments, 19 employees spend at least 50 percent of their time on development-related tasks.

Two other costs are associated with development applications. The first is for long-term planning efforts. The Town is currently updating its Land Use Ordinance and Master Plan, which will directly benefit applicants. The second fee is to recoup administrative costs. Administrative costs include pre- and post-work from directly affected staff that is not captured elsewhere in the analysis, such as for other Town staff affected by the tasks (i.e., Records, Town Clerk), Town staff affected by development-related staff (i.e., Human Resources), and other overhead costs.

When calculating personnel costs for development-related tasks, it was determined that there are several tasks where the fee should not be based purely on the average cost. These tasks require a distinctly different level of workload based on the size of the project (i.e., acreage, number of buildings), so a tiering system is necessary to more equitably calculate the cost to the Town. For this reason, a single fee schedule listing all the tasks is not possible.

Current User Fee Comparison

To illustrate a broad comparison, Figure 1 compares the current fees for a list of common development-related tasks in Parker and surrounding communities. The methodology used to determine a user fee can vary from community to community and from department to department. So, to ensure the most valid comparison possible the figure only lists the fees for the Planning Division of each municipality. Furthermore, only base fees are included and ranges are listed to provide as clear as possible of a comparison.

The full community development fee schedule for each community listed in Figure 1 are provided in the Appendix of this report.

Figure 1. User Fee Comparison – Planning Division Fees Only

	Planning Division Fees Only						
Task	Parker - Current	Lone Tree *(11/4/2019)*	Castle Rock *(11/4/2019)*	Castle Pines *(11/4/2019)*	Douglas County *(11/4/2019)*	Centennial *(11/4/2019)*	Aurora *(11/4/2019)*
Annexation	$400	n/a	$1,000	n/a	n/a	$2,400	$243
Rezoning (PD)*	$400	$5,000-$12,000	$3,500-$4,500	$4,875-$22,500	$1,625-$8,425	$5,100	$6,172-$41,067
PD Amendment*	$350	$500-$1,000	$500-$4,500	$325-$2,270	$325-$1,135	$500-$2,000	$3,704
Rezoning (Straight)*	$350-$400	$3,500-$11,000	$1,200	$3,000-$11,000	$1,000-$8,000	$3,000	$6,172-$41,067
Preliminary Site Plan*	$500	n/a	n/a	n/a	n/a	n/a	$1,851-$77,969
Site Plan (Nonres.)*	$500	$3,200-$6,000	$2,500-$4,000	$3,100	$1,550	$2,400	$1,851-$77,969
Site Plan (Res - Multifamily)*	$500	$3,200-$6,000	$2,500-$4,000	$3,100	$1,550	$2,400	$1,851-$77,969
Site Plan Amendment	$150-$250	$100-$3,000	$500-$1,500	$675-$3,100	$225-$1,550	$500-$2,000	$1,851-$77,969
Sketch Plan*	$400	n/a	n/a	$750-$11,000	n/a	n/a	n/a
Preliminary Plan*	$400	$1,000	n/a	$1,500-$6,000	$750-$11,000	n/a	n/a
Final Plat (SFD Only)*	$500	$2,500	$500	$1,400	$700	$1,200	n/a
Minor Development Plat*	$500	$4,500	$1,000-$2,000	$2,600	$2,600	n/a	$3,087
Replat (Admin)	$350	$500-$1,000	$150-$200	$260	$260	$1,200	$455
UBSR - General*	$350	$600-$1,200	$250-$4,000	$600-$3,030	$1,200-$3,030	$2,400	$761

* The base fee is listed, there is an additional incremental fee based on the size of the application.
Note: Only the Planning Division fees are listed and no pre-application/administrative/processing fees are included.
Note: Comparables of surrounding communities were pulled from each community's website on November 4th, 2019.

User Fee Cost-Recovery Options

The analysis has been developed to calculate the full cost to conduct development-related tasks. Consequently, the results are at the 100% cost-recovery level. In other words, if adopted, the Town would be recouping the entire cost of each task. However, the Town is able to adopt user fees at a lower cost-recovery level. Examples of different cost-recovery options are listed in Figure 2 for the Planning Division.

Furthermore, it is important to note that the Town is not required to make a blanket cost-recovery policy. Flexibility is available to strategically assess the recovery of Town expenditures from one task to another.

Figure 2. User Fee Cost-Recovery Options – Planning Division Only

	Planning Division Fees Only				
Task	Parker - Current	100% Planning Cost Recovery	75% Cost Recovery	50% Cost Recovery	25% Cost Recovery
Annexation	$400	$3,360	$2,520	$1,680	$840
Rezoning (PD)*	$400	$36,200	$27,150	$18,100	$9,050
PD Amendment*	$350	$7,440	$5,580	$3,720	$1,860
Rezoning (Straight)*	$350-$400	$2,540	$1,910	$1,270	$640
Preliminary Site Plan*	$500	$4,110-$12,330	$3,080-$9,250	$2,060-$6,170	$1,030-$3,080
Site Plan (Nonres.)*	$500	$830-$2,490	$620-$1,870	$420-$1,250	$210-$620
Site Plan (Res - Multifamily)*	$500	$8,090-$24,270	$6,070-$18,200	$4,050-$12,140	$2,020-$6,070
Site Plan Amendment	$150-$250	$460	$350	$230	$120
Sketch Plan*	$400	$10,370-$17,290	$7,780-$12,970	$5,190-$8,650	$2,590-$4,320
Preliminary Plan*	$400	$7,260-$12,100	$5,450-$9,080	$3,630-$6,050	$1,820-$3,030
Final Plat (SFD Only)*	$500	$1,820-$3,040	$1,370-$2,280	$910-$1,520	$460-$760
Minor Development Plat*	$500	$4,540-$7,560	$3,410-$5,670	$2,270-$3,780	$1,140-$1,890
Replat (Admin)	$350	$620	$470	$310	$160
UBSR - General*	$350	$4,000	$3,000	$2,000	$1,000

* The base fee is listed, there is an additional incremental fee based on the size of the application.
Note: Only the Planning Division fees are listed and no pre-application/administrative/processing fees are included.

User Fee Calculation

In Figure 3, the formula to calculate the total user fee is illustrated. A fee is calculated by following these steps:

1. The personnel cost for the user fee is summed (E = A + B + C + D)
2. The long-term planning fee is calculated by multiplying the personnel cost by $.30 for every $100 (F = E / 100 x 0.30)
3. The administrative fee is 15 percent of the personnel costs and long-term planning fee summed (G = [E + F] x 0.15)
4. The user fee grand total is the sum of the three components (H = E + F + G)

Figure 3. User Fee Calculation Formula

Personnel	Cost
Building Division	A
Planning Division	B
Engineering/Public Works	C
Parks & Recreation	D
Total Personnel	E

Long-Term Planning Fee ($0.30 per $100)	F = E / 100 x 0.30
Administrative Cost (15%)	G = (E + F) x 0.15
Grand Total	H = E + F + G

Further detail on each cost component is provided in the body of this report.

INTRODUCTION

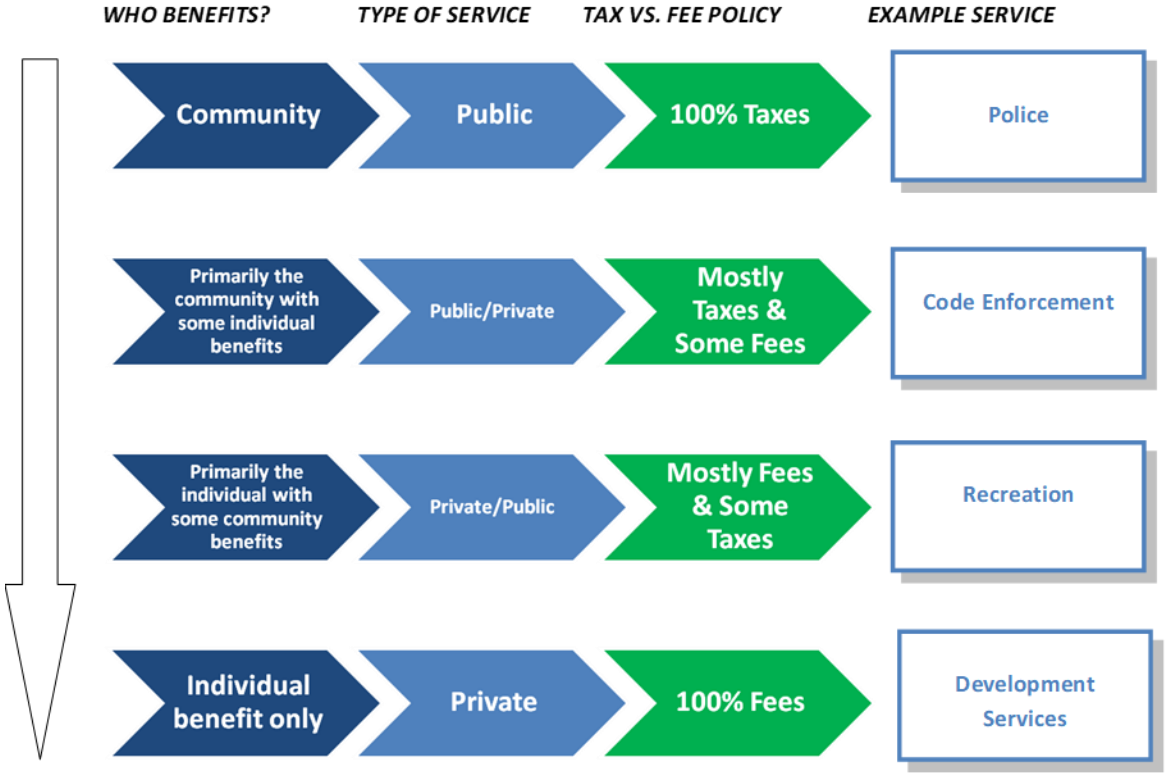
A user fee is imposed as a result of a public need to regulate activities, typically related to public health, safety, and welfare. User fees represent the purchase of a privilege or authorization. Local governments have historically made extensive use of these fees to recover costs for such activities as restaurant inspections, landfill use, building permits, and marriage licenses.

This study focuses specifically on **development-related tasks/applications** to the Town of Parker's Community Development, Engineering/Public Works, and Parks & Recreation Departments.

Services suitable for funding with user fees are ones in which the payer receives a benefit that does not accrue to non-payers. The underlying philosophy is that someone who receives a special service from which only they will benefit should pay the full cost of that service unless otherwise decided. This process is equivalent to establishing prices for services.

The matrix below illustrates the applicability of taxes versus fees for different services based on who typically benefits from a service. As shown at the top of the matrix, police services benefit the community as a whole, thus 100% funding from taxes is appropriate. Development services (building permits, etc.) benefit individuals, thus 100% funding from fees is appropriate.

Figure 4. Applicability of User Fees Matrix



User Fees as a Decision Making Tool

User fees can be used as a decision making tool by elected officials and citizens to address a number of policy issues.

Raise Revenue

User fees are most commonly used to raise revenues in order to:

- Lessen reliance on general tax revenues
- Fund gaps
- Cover costs for services provided where fees did not previously exist
- Align revenue sources with community policies and goals as to what services are to be funded by all citizens versus those services to be funded solely by the user

Understand Costs and Delivery of Services

The process of establishing user fees involves determining the actual costs of providing services. This can enhance community understanding of resource needs, scope of services being provided, and current and desired levels-of-service. The pricing of services improves efficiency by increasing awareness of the cost of services.

User fees can promote efficient use of services. Without the understanding of the cost to provide services, users may not limit their use resulting in a greater demand, which governments may be compelled to provide. Increasing the awareness of the cost to serve can reduce the pressure on public services.

Acceptability

As previously noted, elected officials and the public typically view user fees more favorably than taxes and debt financing. Also, user fees are typically not subject to voter approval.

Expression of Choice

User fees are a more equitable allocation of the cost to provide services because user fees are based on the quantity consumed by each user, local governments are given a clear indication of the level of service preferred by citizens. Those using the service pay in proportion to the benefits they receive from it. Those who don't use the service don't subsidize those who do.

Drawbacks

Increased or expanded user fees can have drawbacks:

- Perception that it's another tax, a "money grab" by government.
- May raise the question of whether users/payers are receiving "value" for the fee. In other words, "are you getting what you are paying for?"
- If fees are set at a level that is considered too high, users may choose not to use the service, reducing revenue.
- There may be other subsequent negative consequences if users avoid the service.

Developing a Sustainable, Defensible User Fee Program

Establishing policy goals is the first step in developing a user fee program. At a minimum, policy goals should address the following objectives and circumstances:

- Cost-recovery goals: what should be user fee supported versus general tax subsidy
- Cost layers to be recovered through fees and the level of cost-recovery for each program
- Under what circumstance should the community charge more or less than 100% of cost-recovery?
- If less than 100% cost-recovery, provide explanation of rationale; there may be instances where a community chooses not to fully recover costs in order to promote and encourage activities or behaviors

The Government Finance Officers' Association (GFOA) recommends the following objectives for user fee programs[1]:

1. A formal policy should be adopted. It should identify what factors are to be taken into account when pricing services. It should state whether the community intends to recover full costs of providing services. It should also state under what circumstances the community might charge a fee at more or less than 100% of full costs. If less than 100%, an explanation of the rationale for this should be provided. Some considerations which may influence pricing practice are: need to regulate demand, desire to subsidize a certain activity, administrative concerns such as cost of collection, and promotion of other goals.
2. Full cost should be calculated in order to provide a basis for setting the fee. Full cost incorporates direct and indirect costs, including operations and maintenance, overhead, and charges for use of capital facilities.
3. Fees should be reviewed and updated periodically based on factors such as impact of inflation, other cost increases, adequacy of cost coverage, and competitiveness of rates.
4. Information on fees should be available to the public including the government's policy regarding full cost-recovery and information about the amounts of the fees, current and proposed, both before and after adoption.

User Fee Study

A user fee study is an analysis to identify the true or full costs of providing certain services and then establishing revenue recovery and cost subsidy policies and decisions. All costs should be identified and included in the analysis. These cost "layers" include:

- Direct department
- Indirect department and support department
- Department overhead
- Central, administrative support
- Information technology support

[1] Source: Establishing Government Charges and Fees, Government Finance Officers Association, 1996.

TOWN OF PARKER USER FEE ANALYSIS

Development-Related Tasks

Based on discussions with Town of Parker staff, the following services and annual frequency are associated with the Community Development, Engineering/Public Works, and Parks & Recreation Departments serving Parker's growth. The first step in the analysis is to understand the Town's general workload of development-related tasks. Shown in Figure 5 and Figure 6, the annual averages are calculated using annual totals from 2016-2018.

Figure 5. Development-Related Tasks Annual Average

Task Description	2016-2018 Average
Annexation	
Annexation Agreement Amendment	1
New Annexation Application & Agreement	5
Rezoning (Straight or Planned Development)	
Straight	4
New Planned Development	1
PD Amendment	4
Subdivision	
Sketch Plan	2
Preliminary Plan	3
Final Plat	10
Replat	23
Minor Development Plat	4
Condo Plat	1
Time Extension for Subdivision Approval	1
Subdivision Agreement Amendment	2
Site Plan/Preliminary SP	
Preliminary Site Plan	2
Residential - Multifamily	2
Nonresidential	26
Amendment	45
Adjustment	23
Building Permit	
Pre-Application Meeting	38
Site Plans	392
New Residential-SFD and MF	420
Tenant Finish	18
Additions and Minor Revisions	163
Commercial Permit	739
Residential Permit-Remodel /Basement/Deck	2,159
Building Inspections	34,095
Plot Plan/ILC/FLC/Grade Cert Review	1,194
Planning Inspections/Code Compliance Check Review	133

Figure 6. Development-Related Tasks Annual Average cont.

Task Description	2016-2018 Average
Use by Special Review	
General - Not WCF or Utilities	5
Wireless Communication Facilities	6
Determination of Non-Substantial Change	4
Utilities	4
Temporary Use/Vendor Permit/Business License	
New - Permit	31
Sign Permit	
New	85
Planned Sign Program	8
Planned Sign Program Amendment	3
Residential Design Minimums	
Subdivision	5
Changes	76
Community Events	
Review of Community Events	56
Inspection of Community Events	27

Personnel Directly Involved with Development-Related Tasks

Information about the personnel that contribute to development-related tasks has been provided by the Community Development, Engineering/Public Works, and Parks & Recreation Departments. There is a total of 34 Parker employees directly involved in these tasks, the majority in the Community Development Department.

Staffing Costs

The second step in calculating the user fee is determining the annual personnel costs associated with the development-related tasks. These cost categories include the annual mid-point wages and benefits. **The mid-point salary of a Town position is used to better capture the "business as usual" operating budget for Parker compared to the current staffing compensation levels.** This avoids the risk of overestimating the personnel costs by including a senior staff member with a higher salary compared to the average. Benefits include FICA, state retirement, unemployment insurance, workers' compensation, and health insurance. The total salary is divided by the number of working hours (1,960) in a year to calculate the average salary per hour. It is assumed that an employee receives three weeks of vacation each year.

For sensitivity issues regarding the privacy of Town staff information, the mid-point salaries are not included in this report.

Staffing Workload

The third step in calculating the user fee is determining the amount of time spent on an average annual basis by position on the various development-related tasks. For the Community Development

Department, a percentage of personnel annual time was allocated to the list of tasks in Figure 5 and Figure 6. The percentage is applied to the number of working hours in a year (1,960) to find the annual workload in hours. For the Engineering/Public Works and Parks & Recreation Department, the typical time (hours) for each staff member needed to complete each task was determined.

Again, because of sensitivity issues regarding the privacy of Town staff information, the individual workloads are not included in this report.

Tiering of Certain Tasks

After consultation with Town staff, it was determined that there are several tasks where the fee should not be based purely on the average cost. There are tasks that require a distinctly different level of workload based on the size of the project (i.e., acreage, number of buildings). The tiering varies based on the Division as well.

The following figures illustrate the tiering system by Division. The Community Development Department recommended tiering several tasks based on the application's acreage and other tasks based on the number of buildings involved. While the Engineering/Public Works and Parks & Recreation Departments provided a tiering system based on the acreage of the application. When applicable, the middle tier is 100 percent of the average cost and the other tiers have a discount or premium based on the additional workload (i.e., personnel hours) needed to complete the task.

The tiering systems and resulting fee schedule is designed to capture almost all application types. In some cases, an application may be beyond the parameters of the schedule (i.e., an application's acreage is a magnitude larger than the tiering scales). In these cases, the Town should have the authority to evaluate the specific workload expected for the application and the resulting costs.

Figure 7. Community Development Tiering

Development-Related Task	Tiering	Cost Factor Compared to Midpoint
Rezoning (Planned Development)	0-100 acres	100%
	> 100 acres	125%
Subdivision (Sketch/Prelim Plan, Final Plat, Minor Development Plat)	0-10 acres	75%
	10-100 acres	100%
	> 100 acres	125%
Site Plan and Preliminary Site Plan	1-2 buildings	50%
	2-5 buildings	100%
	5-10 buildings	125%
	>10 buildings	150%

Figure 8. Engineering/Public Works Tiering

Development-Related Task	Tiering	Cost Factor Compared to Midpoint
Land Use		
Sketch Plan	Less than 5 acres	58%
	5 to 25 acres	100%
	25 to 50 acres	129%
	50 acres or greater	158%
Preliminary Plan (includes hearings)	Less than 5 acres	92%
	5 to 25 acres	100%
	25 to 50 acres	108%
	50 acres or greater	116%
Minor Development Plat (includes hearings)	Less than 5 acres	93%
	5 to 25 acres	100%
	25 to 50 acres	109%
	50 acres or greater	119%
Site Plan	Less than 5 acres	100%
	5 to 25 acres	100%
	25 to 50 acres	109%
	50 acres or greater	118%
Studies/Reports		
Drainage Report	Less than 5 acres	34%
	5 to 25 acres	100%
	25 to 50 acres	227%
	50 acres or greater	348%
Traffic Impact Study	Less than 5 acres	52%
	5 to 25 acres	100%
	25 to 50 acres	210%
	50 acres or greater	313%
Construction Plans		
Street/Storm	Less than 5 acres	43%
	5 to 25 acres	100%
	25 to 50 acres	203%
	50 acres or greater	296%
Grading/CBMP Plans	Less than 5 acres	55%
	5 to 25 acres	100%
	25 to 50 acres	152%
	50 acres or greater	204%

Figure 9. Parks & Recreation Tiering

Development-Related Task	Tiering	Cost Factor Compared to Midpoint
Land Use		
Sketch Plan	Less than 5 acres 5 to 25 acres 25 acres or greater	100% 100% 200%
Preliminary Plan (includes hearings)	Less than 5 acres 5 to 25 acres 25 acres or greater	50% 100% 150%
Minor Development Plat (includes hearings)	Less than 5 acres 5 to 25 acres 25 acres or greater	50% 100% 150%
Site Plan	Less than 5 acres 5 to 25 acres 25 acres or greater	67% 100% 133%

Total Cost of Personnel Directly Involved by Department

As a result of tiering certain tasks, the calculations for personnel costs are done separately by department. When the user fees are being administered, this approach will allow for a deeper understanding of how the fee is computed. The following figures only show the tasks that have a cost for the listed department.

To calculate the average personnel costs of a task for the Community Development Department the annual staffing cost attributed to the task is divided by the average annual quantity of the task. For example, listed in Figure 10, a pre-application meeting for a building permit costs the Building Division $480 ($18,381 attributed to Building Division staff for that task / 38.33 tasks per year = $480, rounded).

The cost per task for the Engineering/Public Works and Parks & Recreation Departments is calculated by combining the salary per hour and typical workload for each position type involved in completing the task.

The costs shown below assume **100% cost-recovery** of the personnel and other operating expenditures to the Town of Parker. Lesser amounts may be adopted which would necessitate a subsidy from another revenue source to fully recoup expenditures from development-related tasks.

Note: an asterisk has been included next to the Site Plan Amendment and Preliminary Site Plan tasks because the results are acknowledged to be not representative of future workloads. According to Town staff, in the past, the site plan amendment task has included simpler applications such as color and material changes to exteriors. However, those simpler applications have been recently recategorized in the Town's Land Development Ordinance. As a result, future site plan amendments are expected to require more staff hours and a higher cost. Additionally, according to Town staff, the preliminary site plans completed during the sampling required more staff time than is expected on average, thus, skewing the results higher than what is expected in the future.

Figure 10. Building Division Total Personnel Costs

Community Development - Building Division	
Task Description	**Cost**
Building Permit	
Pre-Application Meeting	$480
Site Plans	$140
New Residential-SFD and MF	$340
Tenant Finish	$5,820
Additions and Minor Revisions	$240
Commercial Permit	$180
Residential Permit-Remodel /Basement/Deck	$60
Building Inspections	$10
Fire Inspections	$150
Plot Plan/ILC/FLC/Grade Cert Review	$5

Figure 11. Planning Division Total Personnel Costs

Community Development - Planning Division		
Task Description		**Cost**
Annexation		
New Annexation Application & Agreement		$3,360
Rezoning		
Straight		$2,540
New Planned Development		$36,200
PD Amendment		$7,440
Subdivision		
Sketch Plan		
	0-10 acres	$10,370
	10-100 acres	$13,830
	> 100 acres	$17,290
Preliminary Plan		
	0-10 acres	$7,260
	10-100 acres	$9,680
	> 100 acres	$12,100
Final Plat		
	0-10 acres	$1,820
	10-100 acres	$2,430
	> 100 acres	$3,040
Replat		$620
Minor Development Plat		
	0-10 acres	$4,540
	10-100 acres	$6,050
	> 100 acres	$7,560

Figure 12. Planning Division Total Personnel Costs cont.

Community Development - Planning Division	
Task Description	**Cost**
Subdivision	
Condo Plat	$7,410
Subdivision Agreement Amendment	$1,130
Site Plan/Preliminary SP	
*Preliminary Site Plan**	
1-2 buildings	$4,110
2-5 buildings	$8,220
5-10 buildings	$10,280
>10 buildings	$12,330
Residential - Multifamily	
1-2 buildings	$8,090
2-5 buildings	$16,180
5-10 buildings	$20,230
>10 buildings	$24,270
Nonresidential	
1-2 buildings	$830
2-5 buildings	$1,660
5-10 buildings	$2,080
>10 buildings	$2,490
*Amendment**	$460
Building Permit	
Site Plans	$20
Commercial Permit	$10
Planning Inspections and Code Compliance Check Review	$250
Use by Special Review	
General - Not WCF or Utilities	$4,000
Wireless Communication Facilities	$1,050
Determination of Non-Substantial Change	$1,990
Utilities	$400
Sign Permit	
New	$5
Planned Sign Program	$45
Planned Sign Program Amendment	$25
Residential Design Minimums	
Subdivision	$640
Changes	$25

Figure 13. Engineering/Public Works Department Total Personnel Costs

Engineering/Public Works	
Task Description	**Cost**
Land Use	
Sketch Plan	
0-5 acres	$90
5-25 acres	$150
25-50 acres	$200
> 50 acres	$250
Preliminary Plan	
0-5 acres	$720
5-25 acres	$790
25-50 acres	$850
> 50 acres	$920
Final Plat	$620
Minor Development Plat	
0-5 acres	$900
5-25 acres	$960
25-50 acres	$1,050
> 50 acres	$1,140
Use By Special Review	$190
Site Plan	
0-5 acres	$490
5-25 acres	$490
25-50 acres	$540
> 50 acres	$580
*Preliminary Site Plan**	$250
*Site Plan Amendment**	$220
Annexation	$610
Zoning	$640
Zoning/PD Amendment	$520
Agreements	
Subdivision Improvement Agreement	$810
Development Agreement	$810
License Agreement	$260
Intergovernmental Agreement	$440
Agreement Amendment	$130
Easement Agreement (separate document)	$290
Easement Vacation (separate document)	$390
Request for Easement	$520
Right-of-Way Dedication or Vacation	$390
Service Plan	$960
Service Plan Amendment	$480

Figure 14. Engineering/Public Works Department Total Personnel Costs cont.

Engineering/Public Works	
Task Description	**Cost**
Studies/Reports	
Drainage Report	
0-5 acres	$560
5-25 acres	$1,650
25-50 acres	$3,750
> 50 acres	$5,760
Drainage Conformance Letter	
Minor	$310
Major	$620
Traffic Impact Study	
0-5 acres	$700
5-25 acres	$1,330
25-50 acres	$2,790
> 50 acres	$4,150
Traffic Conformance Letter	$280
Pavement Design Report	$260
Construction Plans	
Street/Storm	
0-5 acres	$920
5-25 acres	$2,120
25-50 acres	$4,310
> 50 acres	$6,290
Traffic Signal Plans	$950
Grading/CBMP Plans	
0-5 acres	$490
5-25 acres	$890
25-50 acres	$1,360
> 50 acres	$1,820
Utility Plans	$340
Landscaping Plans	$270
Detention Pond	$1,050
Alternate Water Quality Facility	$960
Construction Plan Revision	
Minor	$310
Major	$620
Major Drainageway Improvements	
Minor	$710
Major	$2,790
Floodplain Modification	$1,320
Variance Request	$410

Figure 15. Parks & Recreation Department Total Personnel Costs

Parks & Recreation	
Task Description	**Cost**
Land Use	
Sketch Plan	
0-5 acres	$60
5-25 acres	$60
> 25 acres	$110
Preliminary Plan	
0-5 acres	$110
5-25 acres	$230
> 25 acres	$340
Final Plat	$60
Minor Development Plat	
0-5 acres	$60
5-25 acres	$110
> 25 acres	$170
Replat	$60
Site Plan	
0-5 acres	$110
5-25 acres	$170
> 25 acres	$230
*Preliminary Site Plan**	$60
Annexation	$110
Zoning	$170
Zoning/PD Amendment	$60
Agreements	
Subdivision Improvement Agreement	$60
Development Agreement	$60
Construction Plans	
Landscaping Plans	$60

Other Costs Associated with Growth-Related Task

There are two other fees associated with applications for these tasks.

1. **The first fee is to recoup the Town's cost for long-term planning.** The Town is currently updating its Land Development Ordinance and Master Plan. These updates are directly related to present development activity in the town and will be serving future growth for the next ten years. The two projects will cost the Town a total of $600,000. Furthermore, it is assumed that complex tasks that require more personnel resources will benefit more from these updates, so the fee is

calculated based on the personnel cost. To fully recoup the cost, the Long-Term Planning Fee is $0.30 per $100 in personnel cost.

2. **The second fee is to recover the administrative costs of each task.** The fee is consistent with the Town's current administrative cost applied to several fees, 15 percent of the fee subtotal (personnel costs plus the long-term planning fee). The fee includes multiple elements which are difficult to accurately quantify on their own:
   - Any pre- or post-work from Town staff that was not captured in this analysis
   - Town staff that are on the peripheral of development-related tasks but experience a workload from the tasks (i.e., Records, Town Clerk)
   - Town staff that experience a workload from the Community Development, Engineering/Public Works, and Parks & Recreation personnel included in this analysis (i.e., Human Resources)
   - Technological improvements necessary to continue serving at a high level (i.e., eTrakit portal)
   - Other operating overhead costs to for the Town

Calculation of User Fee

In Figure 16, the formula to calculate the total user fee is illustrated. A fee is calculated by following these steps:

1. The personnel cost for the user fee is summed (E = A + B + C + D)
2. The long-term planning fee is calculated by multiplying the personnel cost by 0.30 for every $100 (F = E / 100 x 0.30)
3. The administrative fee is 15 percent of the personnel costs and long-term planning fee summed (G = [E + F] x 0.15)
4. The user fee grand total is the sum of the three components (H = E + F + G)

Figure 16. User Fee Calculation Formula

Personnel	Cost
Building Division	A
Planning Division	B
Engineering/Public Works	C
Parks & Recreation	D
Total Personnel	E

Long-Term Planning Fee ($0.30 per $100)	F = E / 100 x 0.30
Administrative Cost (15%)	G = (E + F) x 0.15
Grand Total	H = E + F + G

ADDITIONAL CONSIDERATIONS

Recently, TischlerBise has conducted several studies for the Town of Parker. Along with the Development-Related User Fee study, the *Paying for Growth and Development Policy Document (2018)* and *Development Impact Fee Study (2019)* have been completed. From this experience, there are several items that are included below to facilitate future discussions concerning the necessary balance between the Town mitigating the financial burden from growth and staying competitive with its neighboring communities in the development market.

Tasks Not Currently Being Charged

During the analysis, TischlerBise collected data on development-related tasks and exercises that are not currently being charged a fee to complete. The results will help inform the Town on the full burden development is placing on the Community Development Department. Shown in Figure 17 and Figure 18, average annual counts, total staff hours, total personnel cost, and (when possible) the average cost per task is listed for **items that are not currently being charged**. There are a couple of tasks (Review and Inspection of Community Events and Pre-Application Meetings) in which an average cost was able to be calculated.

Annual counts were not available for some of these items because of the difficulty of tracking and quantifying the work. Although there are cases where it may not be possible to assess a fee to complete such an item, the results below highlight the hours, and resulting costs, that the Building and Planning Divisions are expelling that are currently being subsidized by General Fund monies.

Figure 17. Other Development-Related Tasks – Building Division

Community Development - Building Division				
Task Description	Average Annual Count	Total Hours	Total Cost	Average Cost
Review of Community Events	56	196	$11,634	$210
Inspection of Community Events	27	98	$4,346	$160
Customer Inquiries and Assistance	-	3,724	$169,979	-
Pre-Application Meeting	75	196	$12,366	$160

Figure 18. Other Development-Related Tasks – Planning Division

Community Development - Planning Division				
Task Description	Average Annual Count	Total Hours	Total Cost	Average Cost
Customer Inquiries and Assistance	-	980	$45,768	-
Internal Coordination Meetings	-	784	$39,969	-
Pre-Development Coordination	-	784	$71,392	-
Long Range Planning Activities	-	6,076	$342,717	-
Pre-Application Meeting	75	196	$9,440	$130

Property Valuation Methodology

Through this analysis, some building permit fees have been calculated based on the level of workload required by Town staff. This is different than the current fee methodology which is based on the value of the property. Figure 19 illustrates the current building fee methodology and that **the Town of Parker is currently charging less than all of its neighboring communities.** Although this analysis diverges from a property value based methodology, there are still some Town fees which will be based on the value of the property. In these cases, the current methodology is resulting in lost revenue for the Town. To mitigate this revenue gap, the Town could reevaluate its methodology and potentially elevate it to the level of its neighbors, which represents a broader average of the development market.

Figure 19. Current Building Permit Fee Methodology

Building Valuation	Parker	Lone Tree	Castle Rock	Castle Pines	Douglas County	Centennial
$1 - $500	**$19.50**	$23.50	$23.50	$23.50	$23.50	$23.50
$501 - $2,000	**$58.50**	$69.25	$69.25	$69.25	$69.25	$69.25
$2,001 - $25,000	**$327.50**	$391.25	$391.25	$391.25	$391.25	$391.25
$25,001 - $50,000	**$539.00**	$643.75	$643.75	$643.75	$643.75	$643.75
$50,001 - $100,000	**$831.50**	$993.75	$993.75	$993.75	$993.75	$993.75
$100,001 - $500,000	**$2,651.50**	$3,233.75	$3,233.75	$3,233.75	$3,233.75	$3,233.75
$500,001 - $1,000,000	**$4,601.50**	$5,608.75	$5,608.75	$5,608.75	$5,608.75	$5,608.75
$1,000,001 and up	**$4,601.50+**	$5,608.75+	$5,608.75+	$5,608.75+	$5,608.75+	$5,608.75+

Note: The listed building permit fees are shown for the highest valuation in each threshold

APPENDIX: COMPARABLE COMMUNITY FEE SCHEDULES

Table of Contents

1. Lone Tree, CO
2. Castle Rock, CO
3. Castle Pines, CO
4. Douglas County, CO
5. Centennial, CO
6. Aurora, CO

Figure 20. Lone Tree, CO Building Division Fees

City of Lone Tree Administrative Fee Schedule
Community Development Department Fees

Building Division Fees

Building, Plumbing and Mechanical Permit Fees for All Occupancies (For Electrical, see table below)	
Total Valuation (See below for determination of value)	**Permit Fees**
$1.00 to $500.00	$23.50
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof, to and including $2,000.00.
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00.
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof, to and including $50,000.00.
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, to and including $100,000.00.
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00 or fraction thereof, to and including $500,000.00.
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00.
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00 or fraction thereof.
Electrical Permit Fees	
Valuation of Work (Actual cost to customer – Labor and Materials)	
Not more than $300.00	$30.00
More than $300.00 but not more than $2,000.00	$35.00
More than $2,000.00 but not more than $20,000.00	$15.00 per thousand or fraction there of total valuation
More than $20,000.00	$10.00 per thousand or fraction thereof of total valuation, Plus $100.00
Mobile homes and travel parks per space	$100.00
Reinspection on all the above	$50.00

CITY OF LONE TREE 2019 FEE SCHEDULE Page 6 of 10

City of Lone Tree Administrative Fee Schedule
Community Development Department Fees
Building Division Fees

Other Fees and Inspections	
Solar Electric or Solar Thermal Device	$480.00
Residential Master Plan Review	$200.00
Drainage Erosion Sediment Control (DESC) Permit Fee	$250.00
Demolition Permit	$10.00
Tents, Temporary Buildings, Mobile Units	$10.00 per 1,000 square feet or fraction thereof
Inspections outside of normal business hours (minimum charge – two hours)	$100.00 per hour*
Re-inspection	$100.00 per hour*
Inspections for which no fee is specifically indicated (minimum charge – one-half hour)	$100.00 per hour*
Additional plan review required by changes, additions, or revisions to approved plans (minimum charge – two hours)	$100.00 per hour*
Compliance Inspection	$145.00
A fee will be collected at the time of building permit, if applicable, on behalf of the Cherry Creek Basin Water Quality Authority (the Authority), in association with the protection and preservation of water quality of the Cherry Creek Reservoir and Watershed. Fees are established annually by the Authority.	
*or the total hourly cost to the jurisdiction whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	

Elevators and Escalators		
Elevator Annual Certification Inspection (Hydraulic or Traction) Follow-up inspection as required	$220.00	Per unit per year
Escalator Certification Inspection (Internal & External Including witnessed Step Skirt Index (6 Hr. allowance, $100/Hr. after 6	$1,100.00	Per unit per year
Commercial Elevator Acceptance (new installation or major modernization) including Plan Review and 2 progress	$825.00	Per unit
Minor Modernization	$550.00	Per unit
Residential Elevator Acceptance including Plan Review and 1 progress inspection	$550.00	Per unit
Special inspections not otherwise covered, e.g. construction use, temporary use, minor modernization and safety test	$110.00	Per hour
5 Year Hydraulic Witnessed Test (1.5 Hr. allowance)	$200.00	Per unit
5 Year Traction Witnessed Test (4 Hr. allowance)	$500.00	Per unit

Plan Review Fees
1. Plan Review fees shall be sixty-five (65%) of the applicable Building Permit Fee calculated using the above tables. 2. Plan Review Fee shall be submitted to the City at the time of building permit application.

Use Tax
A use tax of 2.8125% will be collected at the time a building permit is issued and will apply to materials used in construction, per Chapter 4, Article III of the Lone Tree Municipal Code. Use tax is collected as follows: Lone Tree Use Tax = (Valuation of Project x .50) x 1.8125% Douglas County Use Tax = (Valuation of Project x .50) x 1.0% No Douglas County Use Tax will be collected on mechanical, plumbing or electrical only permits/projects (examples: air conditioners, furnaces, water heaters and/or gas lines).
Determination of Value
Determination of Value: The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include **total value of work, including construction materials and labor**, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. In the event of a dispute, the Building Official shall use the latest version of the Building Valuation Data published in the International Code Council's *Building Safety Journal* or other similar cost per square-foot resources to determine the minimum acceptable valuation. Final building permit valuation shall be set by the building official.

Figure 21. Lone Tree, CO Planning Division Fees

City of Lone Tree Administrative Fee Schedule
Community Development Department Fees
Planning Division Fees

(Refer to Building Division or Public Works Department fees that may also be applicable to your project.)

Pre-Submittal Meeting	$200
Comprehensive Plan	
Comprehensive Plan Amendment	$2,000
Rezoning	
Step One: Preapplication	
< 35 acres	$500
> 35 acres	$1,000
Step Two: Application*	
0-10 acres	$3,000
11-160 acres	$6,500
> 160 acres	$10,000
Planned Development	
Zoning:	
Step One: Preapplication	$1,000
Step Two: Application*	
0-10 acres	$5,000
11-160 acres	$8,500
> 160 acres	$12,000
Administrative Amendment	$500
Major Amendment	$1,000
Waiver	$400
Sub-Area Plan (RidgeGate)	$1,000
Sub-Area Plan Amendment	$200-$1,000
Parks Master Plan (RidgeGate)	$750
Subdivision	
Preliminary Plan – single-family detached	$1,000
Final Plat – single-family detached*	$2,500
Final Plat - single-family attached, multi-family and non-residential development*	$4,500
Plat Correction	$200
Replat/Vacation/	
Requiring public meetings	$1,000
No public meetings required (administrative)	$500
Right of Way Vacation	$700
Time Extension (any kind)	$200
Condominium Map	$250

CITY OF LONE TREE 2019 FEE SCHEDULE Page 4 of 10

City of Lone Tree Administrative Fee Schedule
Community Development Department Fees

Planning Division Fees

Site Improvement Plan (SIP)	
Non-residential and multi-family	$3,200-$6,000
Minor Amendment (Administrative)	$100-$500
Minor Amendment (requiring public meetings)	$500
Major Amendment	$1,000-$3,000
Amendment for Solar Panel Installation	$25
Note: Fees may vary depending on the size and complexity of the project. Additionally, non- approved changes to a site plan or unauthorized modification activities will be evaluated on a case-by-case and may incur doubling of fees or imposition of fines.	
Use by Special Review	
Application	$600-$1,200
Administrative Amendment	$300
Commercial Mobile Radio Service Facilities	
Requiring public meetings	$500
No public meetings required (Administrative)	$250
Variance	
Single-family, two-family or townhomes	$300
Commercial and Multi-family	$500-$1,500
Vesting	
Vested Property Rights*	$1,750
Special District Service Plan	
Review*	$2,500
Amendment*	$2,500
Zoning Verification Letters	
City's Standard Letter	$50
Customized Form/Letter (May also be subject to Open Records Request)	$75
Temporary Structures	
Sales or non-residential office	$200
Temporary commercial or other structures (SIP may be required)	$500
Temporary Uses	
Events e.g. markets, festivals, carnivals and fairs	$5.00/day
Seasonal and Temporary Uses in Parking Lots or Vacant Lots (e.g. spring/summer landscaping display and sales, tent sales)	$50/month or daily equivalent

*Fee includes estimated cost for review by the City's legal consultant. The City reserves the right to charge additional fees to cover actual legal costs incurred that exceed the estimate, and to charge fees for other project types that may require legal review.

Figure 22. Castle Rock, CO Development Services Fee Schedule

TOWN OF CASTLE ROCK

Development Services

TOWN OF
CASTLE ROCK
COLORADO

January 2019

Fee Schedules

Effective January 2019

Town of Castle Rock Development Services Fee

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Development Impact & System Development Fees	3
Fire and Rescue Department Plan Review Fees	6
Site Development Fees (includes Annexation, Zoning, Platting, Site Plans, Site Construction and GESC Reviews and Permits, Other, Legal, Reports and Contractor Registration)	7

Effective January 2019

TOWN OF CASTLE ROCK, Development Services
100 N. Wilcox Street
Castle Rock, CO 80104
Phone: (720) 733-3527

Town of Castle Rock Building Valuation Data

Group	Square Foot Construction Costs	Type of Construction IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters with stage	244.21	236.18	230.55	221.01	207.82	201.82	214.02	189.83	182.71
	Assembly, theaters without a stage	223.45	215.42	209.80	200.25	187.31	181.32	193.26	169.33	162.21
A-2	Assembly, nightclubs	190.08	184.73	180.34	172.99	163.33	158.82	166.99	147.83	142.92
	Assembly, Restaurants, bars, banquet halls	189.08	183.73	178.34	171.99	161.33	157.82	165.99	145.83	141.92
A-3	Assembly, churches	224.47	216.44	210.82	201.27	189.73	183.73	194.28	171.74	164.62
	Assembly, general, community halls, libraries museums	188.77	180.74	174.11	165.57	151.59	146.63	158.58	133.64	127.52
A-4	Assembly, arenas	222.45	214.42	207.80	199.25	185.31	180.32	192.26	167.33	161.21
B	Business	195.88	188.76	182.90	173.98	159.08	153.13	167.31	139.76	133.67
E	Education	207.44	200.32	195.11	186.22	173.62	164.85	179.83	151.63	147.30
F-1	Factory and industrial, moderate hazard	115.30	109.99	103.87	99.84	89.72	85.56	95.69	73.79	69.57
F-2	Factory and industrial, low hazard	114.30	108.99	103.87	98.84	89.72	84.56	94.69	73.79	68.57
H-1	High Hazard, explosives	107.85	102.54	97.43	92.40	83.50	78.33	88.25	67.57	-
H-2,3,4	High Hazard	107.85	102.54	97.43	92.40	83.50	78.33	88.25	67.57	62.34
H-5	HPM	195.88	188.76	182.90	173.98	159.08	153.13	167.31	139.76	133.67
I-1	Institutional, supervised environment	194.98	188.36	182.90	175.20	161.40	157.01	175.29	144.58	140.08
I-2	Institutional, hospitals	327.69	320.57	314.72	305.80	289.87	-	299.12	270.56	-
	Institutional, nursing homes	227.45	220.33	214.47	205.56	191.65	-	198.88	172.34	-
I-3	Institutional, restrained	222.66	215.54	209.69	200.77	187.11	180.16	194.09	167.80	159.71
I-4	Institutional, day care facilities	194.98	188.36	182.90	175.20	161.40	157.01	175.29	144.58	140.08
M	Mercantile	141.54	136.19	130.80	124.45	114.24	110.73	118.45	98.74	94.83
R-1	Residential, hotels	196.81	190.20	184.74	177.03	162.97	158.58	177.13	146.15	141.65
R-2	Residential, multiple family	165.05	158.44	152.98	145.27	132.00	127.61	145.37	115.18	110.68
R-3	Residential, one and two family	154.04	149.85	145.98	142.32	137.11	133.50	139.93	128.29	120.75
R-4	Residential, care, assisted living facilities	194.98	188.36	182.90	175.20	161.40	157.01	175.29	144.58	140.08
S-1	Storage, moderate hazard	106.85	101.54	95.43	91.40	81.50	77.33	87.25	65.57	61.34
S-2	Storage, low hazard	105.85	100.54	95.43	90.40	81.50	76.33	86.25	65.57	60.34
U	Utility, miscellaneous	83.66	79.00	74.06	70.37	63.47	59.32	67.24	50.19	47.80

N.P. Not Permitted

Private Garages use Utility, miscellaneous
Finished Basements use $20.51 per sq. ft.
Unfinished Basemeent use $15.50 per sq. ft.
Fireplaces use $2,061.80 per structure.
Covered Deck/Porch use $16.94 per sq. ft.
Uncovered Deck/Porch use $10.34 per sq. ft.
Lawn Irrigation use $1,030.90 per unit

The above table information comes from the published Building Valuation Data table from ICC in August 2018:
https://cdn-web.iccsafe.org/wp-content/uploads/BVD-BSJ-AUG18.output.pdf
The BVD does not apply to additions, alterations or repairs to existing buildings.
The estimated total annual construction value is the sum of each building's value (Gross area X Sq. Ft. Construction Cost)
The Square Foot Construction Cost does not include the price of the land on which the building is built.

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TOWN OF CASTLE ROCK

Building Permit Fees

TOTAL VALUATION	FEE
$0.00 to $500.00	$23.50
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00 or fraction thereof to and including $25,000.00
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00 or fraction thereof to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00 or fraction thereof to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00 or fraction thereof

Plan review fees are 65% of Building Permit Fee (not Valuation)

Castle Rock Use Tax:	1/2 Valuation x 4%
Douglas County Use Tax:	1/2 Valuation x 1%
Administrative Cost Allocation Recovery Fee:	
New Residential (per building)	$1,571.56
New Office (per 1,000 sqft)	$180 / 1,000 sqft
New Commercial/Shopping Center (per 1,000 sqft)	$425 / 1,000 sqft
Industrial (per building)	$1,571.56
Warehouse (per building)	$1,571.56
New Multi Family (per unit)	$90 / unit
Hotel (per room)	$50 / room
Additional plan review fee (if applicable):	$50.00 per hour (1 hour minimum)
Outside consultant plan review fee (if applicable):	Actual Cost + $25.00
Miscellaneous Permits and Fees:	
*Residential Air Conditioner, Water Heater, and Furnace Installation/Replacement	$50.00 each*
Commercial and Residential re-roof permits	Based on Valuation
Demolition Permits	$50.00
Change of Occupancy	$50.00
Portable Modulars (associated with E or A occupancy)	$700.00 each
Other Inspections and Fees:	
Inspections outside of normal business hours:	$125.00 minimum 1st Inspection + $50.00 for each additional inspection
Reinspection Fees:	$65.00
Conveyance Certificate of Operation:	$50.00 per certificate (only due when previous expires)
Temporary Certificate of Occupancy:	$50.00 per review required

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TOWN OF CASTLE ROCK
Development Impact Fee & System Development Fee Schedule

Residential: Parks & Recreation, Municipal Facilities, Fire, Police and Transportation Impact Fees

Unit Type	Square Footage	Impact Fee					
		Parks and Recreation	Municipal Facilities	Fire	Police	Transportation	Subtotal:
Single Family Detached and Attached	< 2,000	$2,757	$263	$814	$402	$7,004	$11,240
	2,000—2,499	$3,406	$325	$1,005	$497	$7,004	$12,237
	2,500—2,999	$3,720	$355	$1,098	$542	$7,004	$12,719
	3,000—3,499	$3,936	$375	$1,161	$574	$7,004	$13,050
	3,500—3,999	$4,384	$418	$1,293	$639	$7,004	$13,738
	4,000—4,499	$4,772	$455	$1,408	$696	$7,004	$14,335
	4,500—4,999	$5,114	$488	$1,509	$746	$7,004	$14,861
	> 5,000	$5,420	$517	$1,599	$790	$7,004	$15,330
Multi-Family, per unit	All sizes	$2,732	$233	$721	$356	$3,445	$7,487

Residential: Stormwater Impact Fees

Unit Type	Stormwater Impact Fee per dwelling type	
	Cherry Creek Basin	Plum Creek Basin
Single-Family Detached	$843	$1,317
Single Family Attached (Duplex)	$563	$880
Multi Family, per unit (3 or more Units per building)	$511	$798

Non-Residential: Municipal Facilities, Fire, Police and Transportation Impact Fees

Unit Type	Square Footage	Impact Fee, (per 1,000 sq. ft.)				
		Municipal Facilities	Fire	Police	Transportation	Subtotal
Commercial/Shopping Center	50,000 or less	$47	$206	$102	$1,594	$1,949
	50,001—100,000	$41	$180	$89	$1,394	$1,704
	100,001—200,000	$36	$158	$78	$1,219	$1,491
	Over 200,000	$31	$137	$68	$1,057	$1,293
Office	25,000 or less	$66	$213	$37	$1,456	$1,772
	25,001—50,000	$46	$146	$25	$999	$1,216
	50,001—100,000	$35	$111	$19	$762	$927
	Over 100,000	$29	$92	$16	$631	$768
Industrial		$52	$161	$80	$1,418	$1,711
Warehousing		$5	$16	$8	$1,622	$1,651
Hotel (per room)		$17	$64	$11	$827	$919

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Non-Residential: Stormwater Impact Fees		
Unit Type	Stormwater Impact Fee per 1,000 sq. ft. of gross floor area	
	Cherry Creek Basin	Plum Creek Basin
Commercial/Industrial	$380	$594

Domestic Residential and Non-Residential: Water, Renewable Water, and Wastewater							
Meter Size / Type	GPM*	SFE	Water System	Renewable Water *aka Water Resources*	Subtotal	Wastewater System**	Total:
5/8" x 3/4"	20	0.67	$2,383	$11,411	$13,794	$2,695	$16,489
3/4" x 3/4"	30	1.00	$3,557	$17,031	$20,588	$4,023	$24,611
1"	50	1.67	$5,940	$28,442	$34,382	$6,718	$41,100
1.5"	100	3.33	$11,845	$56,713	$68,558	$13,397	$81,955
2" C2	200	6.67	$23,725	$113,597	$137,322	$26,833	$164,155
3" C2	500	16.67	$59,295	$283,907	$343,202	$67,063	$410,265
4" C2	1,000	33.33	$118,555	$567,643	$686,198	$134,087	$820,285
6" C2	2,000	66.67	$237,145	$1,135,457	$1,372,602	$268,213	$1,640,815

**Maximum potential flow capacity in gallons per minute.*
***Not charged for Liberty Village/Villages at Castle Rock Subdivision) is served by the Pinery Water and Wastewater District for Wastewater.*

Irrigation Residential and Non-Residential: Water and Renewable Water					
Meter Size / Type	GPM*	SFE	Water System	Renewable Water *aka Water Resources*	Total**
5/8" x 3/4"	20	0.67	$2,383	$11,411	$13,794
3/4" x 3/4"	30	1.00	$3,557	$17,031	$20,588
1"	50	1.67	$5,940	$28,442	$34,382
1.5"	100	3.33	$11,845	$56,713	$68,558
2" T2	250	8.33	$29,630	$141,868	$171,498
3" T2	650	21.67	$77,080	$369,062	$446,142
4" T2	1,250	41.67	$148,220	$709,682	$857,902
6" T2	2,500	83.33	$296,405	$1,419,193	$1,715,598

**Maximum potential flow capacity in gallons per minute.*
***Irrigation service is only charged Water and Renewable Water Fees*

Irrigation Permit Fee (required for all non-residential landscape and irrigation installations): $535

The Irrigation Permit Fee covers the following required initial activities / inspections:
Pre-construction meeting
Irrigation point of connection inspection
Soil inspection
Sub-Surface Drip (SDI) grid inspection, if applicable
Final landscape inspection / site compliance with approved plans
Final irrigation inspection / site compliance with approved plans
Closeout of Irrigation Permit

Re-inspection Fee: $65
If any of the above items are not successfully completed at the time of initial inspection, or if punch list items are generated during the final landscape and/or irrigation inspection, a standard re-inspection fee will be assessed. This fee must be paid prior to the completion of any follow up inspections or closeout of the permit.

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Residential and Non-Residential: Meter Set Fee					
Meter Size/Type		Single Port		Dual Port	
		Indoor Install	Outdoor Install	Indoor Install	Outdoor Install
5/8" x 3/4" iPerl		$416.47	$425.92	$438.53	$449.55
1" iPerl		$486.65	$496.11	$508.72	$519.74
1.5" Omni C2	1,000 gal pulse	$1,529.69	$1,546.42	$1,551.75	$1,570.05
2" Omni C2	1,000 gal pulse	$1,732.23	$1,751.38	$1,754.29	$1,775.01
3" Omni C2	1,000 gal pulse	$2,138.56	$2,148.01	$2,160.62	$2,171.64
4" Omni C2	1,000 gal pulse	$3,510.02	$3,519.47	$3,532.08	$3,543.10
6" Omni C2	1,000 gal pulse	$5,898.86	$5,908.31	$5,920.92	$5,931.94
1.5" Omni T2	1,000 gal pulse	N/A	$1,150.50	N/A	$1,174.13
2" Omni T2	1,000 gal pulse	N/A	$1,322.29	N/A	$1,345.92
3" Omni T2	1,000 gal pulse	N/A	$1,583.60	N/A	$1,607.23
4" Omni T2	1,000 gal pulse	N/A	$2,805.57	N/A	$2,829.20
6" Omni T2	1,000 gal pulse	N/A	$4,855.67	N/A	$4,879.30

C= compound domestic; T = turbo irrigation

Residential and Non-Residential: Other Fees		
Cherry Creek Basin Fee for lots in Castle Oaks, Castlewood Ranch, Founders Village, Liberty Village, Maher Ranch and certain lots in Castle Ridge Estates, Diamond Ridge Estates, Metzler Ranch and Woodlands:		
a) Single Family Residence		$60.00
b)The building "footprint" of all buildings, regardless of use or purpose, including but not limited to multi-family, commercial, office, recreational, religious, educational, and industrial buildings.		$0.04/sq.ft
c) All on-site impervious areas associated with construction defined by subparagraph b) above.		$0.04/sq.ft
Meadows District Fee (Meadows Subdivision Only, Per SFE on Domestic and Irrigation)		$3,136.11
Red Hawk Douglas County School/Annexation Fee (Red Hawk Subdivision Only)		$900.00
Castlewood Ranch Lift Station Surcharge	Filing 1	$1,268.58
	Filing 2	$303.25

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Fire and Rescue Department Plan Review Fees

Non-Residential: New Buildings and Additions		
Square Feet	**Base Rate**	**Add'l Rate per Square Foot**
1 –15,000	$562.50	
15,001 – 100,000	$ 562.50 plus	$0.0190
100,001 – 150,000	$2,177.50 plus	$0.0320
150,001 – 200,000	$3,777.50 plus	$0.0375
200,001 – 250,000	$5,652.50 plus	$0.0440
>250,000	$7,852.50 plus	$0.0500
Non-Residential: Tenant Finish		
Square Feet	**Base Rate**	**Add'l Rate per Square Foot**
0 –1,666	$62.50	
1,667 – 15,000	$62.50 plus	$0.0375
> 15,000	New Building rate above	

Other Fire Reviews:	Fee:
Sprinklers, New:	$125.00 plus $1.25 per device (NFPA 13, 13R, 231C, 231D, Pre-action, Etc.).
	$ 62.50 plus $1.25 per device (NFPA 13D).
Sprinklers, Existing (Add, Relocate, Remove):	$62.50 for greater than twenty (20) heads, plus $1.25 for each device.
Fire Alarm, New:	$125.00 plus $1.25 per device (NFPA 72).
Fire Alarm, Existing (Modifications to Systems):	$10.00 for up to four (4) heads.
	$62.50 for greater than four (4) heads plus1.25 for each devices.
Hood Suppression Systems:	$100.00 plus $25.00 per additional item.
Other Plan Reviews:	$100.00 with required inspection for the initial item plus $25.00 per additional items.
	$ 50.00 without inspection for the initial item plus $25.00 per additional items.
Hazardous Materials Inventory Plan Review (SARA Title III):	$100.00 for up to six (6) Chemical items plus $5.00 for each additional item.

TOWN OF CASTLE ROCK: Site Development Fees

All Fees are due at time of submittal or permit issuance, unless otherwise stated.

Fee Description	Fee	Additional Fee/Comments
Preliminary Proposal Application	$0.00	
Sketch Plan	$0.00	
Annexation and Zoning		
Annexation	$1,000.00	Includes up to 10 acres, $50 per each additional acre
Disconnection	$500.00	Per section 20.04.020 TOCR Municipal Code
Development Agreement - Initial Agreement	$5,380.00	
Development Agreement - Amendment	$1,345.00	
Rezoning (Straight Zone)	$1,200.00	
Planned Development Plan or Major Amendment	$4,500.00	Over 10 acres or over 100 units (single family)
Planned Development Plan or Major Amendment	$3,500.00	Up to 10 acres or up to 100 units (single family)
Minor PD Plan Amendment	$500.00	
PD Zoning Text change	$1,500.00	When not a part of a PDP Amendment
Site Development Plans		
Site Development Plan	$4,000.00	Over 10 acres
Site Development Plan	$2,500.00	10 acres or less
Site Development Plan- Major Amendment	$1,500.00	
Site Development Plan- Minor Amendment	$500.00	
Use By Special Review - Site Development Plan	$4,000.00	New construction or complete redevelopment over 10 acres
Use By Special Review - Site Development Plan	$2,500.00	New construction or complete redevelopment of 10 acres or less
Use By Special Review - Site Development Plan	$1,500.00	Site and/or building improvements only
Use By Special Review - Site Development Plan	$600.00	Tenant finish
Use By Special Review - Site Development Plan	$250.00	Single-family home
Downtown - Site Development Plan	$2,500.00	New construction or complete redevelopment
Downtown - Site Development Plan	$500.00	Site and/or building improvements only
Downtown - Site Development Plan	$250.00	Façade
Wireless Use By Special Review	$1,800.00	New facility
Wireless Use By Special Review	$600.00	Colocation
Site Development Plan Extension	$250.00	Extension for up to 180 days
Variances		
Board of Adjustment Variance	$500.00	
Administrative Variance	$250.00	
Downtown Variance	$50.00	
Skyline/Ridgeline Variance	$500.00	For 1 lot, $10 per additional lot
Technical Criteria Variance	$0.00	Variance from any technical design criteria
Platting		
Plat	$2,000.00	Over 10 acres or 50 lots
Plat	$1,000.00	Under 10 acres or 5-50 lots
Plat	$500.00	4 or less lots
Improvement Agreement	$1,200.00	With new plats
Improvement Agreement Amendment	$600.00	May be needed with plat amendments

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Fee Description	Fee	Additional Fee/Comments
Platting (*continued*)		
Plat Modification-lot line adjustment/vacation	$200.00	
Plat Modification-plat correction	$150.00	
Recognize County Plat	$150.00	
Vacation of ROW or Easement Creation or Abandonment	$250.00	
ROW Encroachment Agreement	$25.00	
Plat Extension	$250.00	Extension of Plat for up to 180 days
Platting Exemption	$500.00	
Site Construction/GESC Reviews		
Construction Document Review - Residential	$2,690.00	Includes up to 10 lots, plus $15 per additional lot
Construction Document Review - Commercial/ Industrial and large Multifamily	$2,500.00	Includes up to 5 acres, plus $350 per additional acre
Construction Document Review - Small Scope	$250.00	Ex. Single Lot with small scope of work (paving only, changing water line, landscaping etc..)
Construction Document/GESC Plan Extension	greater of $500 or 10% of original fee	Not more than two 1-year extensions for construction plan approval may be granted administratively.
Expired Plans - Construction Document Review	80%	Of CD Reviews listed above
GESC Review - Residential	$500.00	Includes up to 10 lots, plus $5 per additional lot
GESC Review - Commercial/Multifamily	$435.00	Includes up to 5 acres, plus $25 per additional acre
Field Change Order, Major	$1,255.00	Major: Design Change Requiring Reports to be Amended
Field Change Order, Minor	$265.00	Minor: Small scope, no changes to Reports
Pavement Design Report	$300.00	
Site Construction, GESC and DESC Permits		
Construction Permit - Residential	$3,125.00	Plus $19 per $1,000 valuation beyond $200,000 (Items to be inspected); plus Use Tax
Construction Permit - Commercial/Industrial and large Multifamily	$2,725.00	Plus $1.50 per $1,000 valuation beyond $200,000 (Items to be inspected); Plus Use Tax
Small Construction Permit Inspection - Commercial or Residential	$500.00	Single Lot with small scope of work (paving only, changing water line, etc..) or may be issued on per hour basis; Plus Use Tax
Right-of-Way Permits	$385.00	Plus Use Tax
Driveway Curb Cut Permit, if needed	$130.00	Plus Use Tax
Construction Inspection - Extension	$500 Min.	Inspection Fee based on remaining work
GESC Permit (over 5 acres)	$2,750.00	
GESC Permit (less than 5 acres)	$1,200.00	
GESC Transfer Fee	$250.00	Transfer original permit to new owner.
GESC Permit Renewal (purchased in blocks of active or growing season inspections)	TBD	$110 per month of active construction, $55 per month of growing season inspections
Low Impact GESC Permit, (includes Minor Landscape work)	$250.00	Permanent stabilization cannot include seed
Per-Inspection or Re-Inspection	$65.00	Per inspection
Saturday Inspection	$75.00	Per hour
Sunday or Holiday Inspection	$125.00	Per hour
DESC Inspection	$250.00	Covers Plan Review and Four Inspections
DESC Re-Inspection	$65.00	
Use Tax for site Construction Permits	TBD	Engineer's Total Cost Estimate (minus earthwork) divided by 2 x 5%
Surety Adjustment	$100.00	

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Fee Description	Fee	Additional Fee/Comments
Other		
Floodplain Permit	Cost + $25	Consultant cost + $25 administrative fee
Historic Preservation	$250.00	initial landmarking-no fee
Temporary Use Permit	$250.00	$100 for an extension
Irrigation Permit Fee	$535.00	Administrative Cost for Irrigation Permit
Irrigation Re-Inspection Fee	$65.00	
Sign Permit	$50.00	
Temporary Banner Permit	$10.00	For 30 days
Special Permit Request for Sign Plaza's, Subdivision, Neighborhood/Village Identification Signs	$525.00	
Additional Review	40% of original fee	Charged for revisions requiring additional reviews beyond the standard 2 reviews
Recording Fees, 24" X 36", 11" X 17"	TBD	Per Douglas County Clerk and Recorder's Office
Recording Fees, 8.5" X 11", 8.5" X 14"	TBD	Per Douglas County Clerk and Recorder's Office
Publication/Notice Fees	TBD	Per Newspaper Actual Fees Charged
Returned Check	$25.00	
Open Records Request	$50.00 per hr	Staff time to assemble requested documentation
Copies - 5 or less pages	$0.00	
Copies- 6 or more pages	$0.35 per page	For any copy request over 50 pages, the Town may send the copy request to an outside source. Requesting party will be responsible for costs of copying.
Large Format Copies - 24" x 36" and Standard Town Maps	$7.50	For any copy request over 5 pages, the Town may send the copy request to an outside source. Requesting party will be responsible for costs of copying.
Custom Maps	Actual Cost	Custom Maps as ordered through GIS
Legal		
Service Plan and Intergovernmental Agreements	$1,675.00	Also includes misc. code reviews
Access	$350.00	
License	$750.00	
Planning and Engineering Reports		
Planning, drainage, utility, or traffic reports located at Development Services will be copied at the following rates and will be available within 2 business days of request. Some reports can only be purchased thru the Utilities Department and may take longer to copy.		
Reports/Technical Manuals	$25.00 for less than 50 pages, $35.00 for over 50 pages, $75.00 for over 150 pages	
Misc. Reports		
Town of Castle Rock Annual Budget	$35.00	
Town of Castle Rock Annual CAFR/Audit	$35.00	

Fee Description	Fee	Additional Fee/Comments
Building Contractor Registration		
Class A - General Contractor Unlimited	$150.00	
Class B - General Contractor Residential	$150.00	
Class C - General Contractor Residential (non-structural)	$150.00	
Single Trade	$75.00	
Electrical	$0.00	
Plumbing	$75.00	
Mechanical	$75.00	
State Licensed	$75.00	

This Fee Schedule, consisting of ten (10) pages, is effective January 2019.

David L. Corliss, Town Manager

Effective January 2019

Figure 23. Castle Pines, CO Fee Schedule

City of Castle Pines Fee Schedule — Revised January 27, 2015

ADMINISTRATIVE FEES

Certification of Documents	$5.00
Certification of Transcript	$5.00 + $1/pg. for staff time
Copies (all page sizes)	$.25/page
Staff research time	$25.00/hour
CD/Tape duplication	$25 / CD or cassette
Credit Card Service Fee	3% of transaction
Insufficient Check Fee	$25.00
Notary Public	$2/certification
Recordation Fees (**set by Statute**)	
First page	$11.00
Each additional page	$5.00
Documents larger than 8 1/2 X 11	$10.00
LICENSES	
Business License (biennial)	$50.00
Sales Tax License (annual)	$10.00
Application fee (new licensees)	$5.00
Contractor License: (biennial)	
Class A - Contractor	$250.00
Class B - General Contractor	$150.00
Class C - Basement/Remodels	$100.00
Class D - Single Trade	$75.00
Class E - Electrical	$0.00
Class F - Plumbing	$100.00
Class G - Mechanical/HVAC	$75.00
LIQUOR LICENSES	
New Application Fee (plus license fee)	$750
Renewal Fee (plus license fee)	$100
Retail Liquor Store	$22.50
Liquor-Licensed Drugstore	$22.50
Beer & Wine	$48.75
Resort Hotel Beer & Wine	$75.00
Hotel & Restaurant License	$75.00
3.2% Beer	$3.75
Tavern License	$75.00
Optional Premise License	$75.00
Retail Gaming Tavern	$75.00
Brew Pub or Vinters Restaurant	$75.00
Club License	$41.25

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City of Castle Pines Fee Schedule — Revised January 27, 2015

Arts License		$41.25
Racetrack License		$75.00
Bed & Breakfast Permit		$25.00
Resort Complex Related Facility		$75.00
Special Events Permit		$100.00
Fingerprint/Background Verification		$100.00
Transfer of Ownership/Location (plus license fee)		$750.00
Manager Registration		$75.00
Late Renewal Application (plus license fee)		$500.00
Tastings Permit		$25.00
Corporate Report of Changes		$0
PARK FEES		
Small Pavilion (pavilion #2 or #3)		Resident: $25/2 hr. block
		Non-Resident: $50/2 hr. block
Large Pavilion (pavilion #1)		Resident: $35/2 hr. block
		Non-resident: $70/2 hr. block
Turf Field		$30/2 hr. 1/2 field
		$60/2 hr. full field
	Non-resident league participant	$20/per person
SPECIAL EVENT PERMITS		
Application Fee		$100
Clean-up Deposit		$500
CABLE FRANCHISE FEES		
New Franchise Application		$2,000.00
Renewal Application Fee		$1,000.00

MUNICIPAL COURT FEES

Bench Warrant	$50 plus costs incurred
Court costs	$35
After Jury Trial	$50
Witness fees	$5/witness/day ($50 maximum)
Mileage	Rate set by the Municipal Judge
Court Cost Surcharge	$10.00
Probationary or other services	$20/month
Jail Costs	Actual per day cost charged to the City
Late fee/time payment fee	$25
Stay of Execution	$25
Default on Outstanding Judgements & Warrants	$30
Appeal to the Douglas County District Court	$150 transcript deposit for trial
	$200 transcript deposit for a trial by jury
Fines & Penalty Schedule (Exhibit A)	

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City of Castle Pines Fee Schedule — Revised January 27, 2015

DEVELOPMENT REVIEW FEES

SITE IMPROVEMENT PLAN	
Non-residential	$3,100
Residential	$3,100 + $75/bldg.
Major Revision	$3,100 + $75/bldg.
Minor Revision	$675
Minor Modification	$675
Approval Extension	$75
USE BY SPECIAL REVIEW	
Residental	$600
0-40 acres	$1,200
41-100 acres	$30/acre
101+ acres	$3,030 + $15/acre
Multi-Family	Base fee + $65/bldg.
Administrative Amendment - No Plan Required	$275
Administrative Amendment - Plan Required	$705
Administrative Horse Boarding	$165
Landfill/Mining	
0-42 acres	$1,900
43-100 acres	$45/acre
101-320 acres	$4,500 + $40/acre
321-640 acres	$17,300 + $30/acre
641-1000 acres	$36,500 + $25/acre
1001+ acres	$61,500 + $20/acre
Landfill Mining Amendment	$780
Exemption/Borrow Site	$780
REZONING	
Planned Development	
0-20 acres	$4,875
21-40 acres	$4,875 + $50/ac.
41-160 acres	$4,875 + $50/ac.
161-350 acres	$4,875 + $50/ac.
351+ acres	$22,500 + $20/ac.
All Other Zone Districts	
0-10 acres	$3,000
11-40 acres	$3,000 + $50/ac.
41-160 acres	$3,000 + $50/ac.
161-350 acres	$3,000 + $50/ac.
351+ acres	$11,000 + $20/ac.
Planned Development	
Administrative Amendment	$325
Major Amendment	$2,270
Waiver	$350
SERVICE PLAN [10]	
Application Fee	$1,500

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City of Castle Pines Fee Schedule — Revised January 27, 2015

Planning Review Fee	$3,500
Consultant Review (as required)	$3,000
Plan Amendments	$1,500
Clerk & Recorder Fee for New	Set by Statute
Clerk & Recorder Fee for Amendment	Set by Statute
SUBDIVISION	
Sketch Plan	
1-10 lots	$750
11-50 lots	$70/lot
51-500 lots	$3,500 + $15/lot
501+ lots	$11,000 + $3/lot
Preliminary Plan	
1-500 lots	$1,500
501-2000 lots	$3/lot
2001+ lots	$6,000 + $1/lot
Combined Preliminary/Final	
1-500 lots	$2,000
500+ lots	$1,000 + $2/lot
Final Plat/Replat - Non-Administrative	$1,400
Replat/Lot Line Vacation/Ratification-Administrative/Bldg. Envelope Adjustment	$260
Road Vacation/Plat Vacation	$2,000
Minor Development	$2,600
SB 35 Exemption	$1,000
Plat Correction	$390
Time Extension	
Sketch/Preliminary	$150
Recordation	$75
Assessor Mapping Fee	$100 + $10/lot affected
Development Agreement/Vested Property Rights	$1,000
Location & Extent	$650
Master Plan Amendment	$1,410
Seasonal Use Permit	$150
Variance Appeal	$375
Zoning Code Amendment	$400
Zoning Review for Building Permit	$50
1041	
Review	$680
Wavier	$390
Sign Permit	$50 + $1/sq. ft.
Home Occupation - Class 2 Permit	$80
Estate Sale Permit	$50
Zoning Code Enforcement Violations	Not to exceed $100/violation

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City of Castle Pines Fee Schedule — Revised January 27, 2015

BUILDING PERMIT FEES

$1.00 to $500.00		$23.50
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof, up to and including $2,000.00	
$2001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00	
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof, up to and including $50,000.00	
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, up to and including $100,000.00	
$100,001.00 to $500,000.00	$993.75 for the first $100,000 plus $.560 for each additional $1000 or fraction thereof, to and including $500,000.00	
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00	
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00 or fraction thereof	
Electrical Permit Fees		As outlined by State Statute
Plan Review Fee		65% of total bulding permit fee
Inspections outside normal business hours		$47/hour
Reinspection Fees		$47/hour
Inspections where no fee is specifically inidicated (minimum 1/2 hr)		$47/hour
Additional plan review required by changes, additions or revisions		$47/hour

ENGINEERING FEES

Zoning	
< 5 acres	$6,500
≥ 5 acres and < 25 acres	$9,900.00
≥ 25 acres	$13,300
Sketch Plan	
< 5 acres	$2,500
≥ 5 acres and < 25 acres	$5,000
≥ 25 acres	$7,500
Preliminary Plan	
< 5 acres	$2,500
≥ 5 acres and < 25 acres	$5,000

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City of Castle Pines Fee Schedule — Revised January 27, 2015

≥ 25 acres	$7,500
Final Plat +	
< 5 acres	$5,000
≥ 5 acres and < 25 acres	$5,800
≥ 25 acres	$7,500
Minor Development Plan	
< 5 acres	$5,000
≥ 5 acres and < 25 acres	$5,800
≥ 25 acres	$7,500
Site Improvement Plan Non-Residential & Major Revisions to Site Plan	
< 5 acres	$3,000
≥ 5 acres and < 25 acres	$5,500
≥ 25 acres	$9,500
Site Improvement Plan Non-Residential	
Pad Site (part of a larger approved SIP)	$1,500
Site Plan Residential & Major Revisions to Site Plan	
< 5 acres	$3,000
≥ 5 acres and < 25 acres	$5,500
≥ 25 acres	$9,500
Use by Special Review	
< 5 acres	$3,000
≥ 5 acres and < 25 acres	$5,500
≥ 25 acres	$9,500
PLANNED DEVELOPMENT (ZONING)	
Administrataive Amendment	$400
Replat/Lot Line (Administrative Amendment)	$300
Site Improvement Plan Minor Revision	$400
Site Improvement Plan Minor Modification	$200
Service Plan (Special District	$640
Right-of-way Dedication (Public)	$200
Right-of-way Vacation	$2,400
Minor Adjustment to Existing ROW	$200
Dedication of Drainage Easement	$200
Vacation of Access or Drainage Easements	$1,000
Vacation of Other Easements (may be used for access or drainage easements if part of a larger project)	$400
SB35 Exemption	$1,200
Location and Extent	$1,000
Rural Site Improvement Plan	$2,000
Minimum Review Fee	$300
CONSTRUCTION PLAN REVIEWS	
Street/Storm Construction Plans	
< 5 acres	$1,600
≥ 5 acres and < 25 acres	$2,000
≥ 25 acres	$2,400

City of Castle Pines Fee Schedule — Revised January 27, 2015

District Roadway Construction Plan Review	$700 + 60(Y) 1/2
District Storm Sewer Plan Review	$700 + 75(Y) 1/2
Roadway Construction Plans for 35-acre Development or for other private roads outside of the rural SIP process or platting process	$500
Separate Signage and Striping Plan	
(only if not a part of an overall construction plan set)	$200 per sheet
Traffic Signal Plans (per intersection)	$800
Utility Construction Plan Review	
(gas, electric, telephone, cable tv, water & sewer for submittals greater than 1000 LF)	$450
Grading, Erosion and Sediment Control Plan	$250 + $25 (acre of disturbance)
Temporary Batch Plant / GESC Plan	$250 + $25 (acre of disturbance)
Landscape Plans	$350 + 60(Y) 1/2
Regional Detention Pond Construction Plan	$500 + 40(X) 1/2
Regional Water Quality Facilities Construction Plan	$400
OTHER REVIEW SERVICES	
Floodplain Modification Study	
Minor	$800
Major	$1,600
Flood Plain Development Permit	$100
Pavement Design Report, including minor construction plans and/or revisions	$250
Phase I Drainage Report	
< 5 acres	$336
≥ 5 acres and < 25 acres	$560
≥ 25 acres	$672
Phase II or Phase III Drainage Report	
< 5 acres	$672
≥ 5 acres and < 25 acres	$1,120
≥ 25 acres	$1,344
Traffic Impact Study	
Rezoning, Sketch Plan or Preliminary Plan	$2,000
Updated Report to original for Sketch or Preliminary	$1,000
Finat Plat/MDP/PDP	$500
Site Improvement Plan	$500
Use by Special Review	$1,500
Signal Warrant Study (per intersection)	$200
Variance Request	$200
Notice of Change to the approved plan - Minor Revision	$200
Notice of Change to the approved plan - Major Revision	$500
Alternative Roadway Standards for Public Roads	$2,500
Revision to Alternative Roadway Standards	$500
Private Roadway Standards (not for Rural Site Plans or 35 acre developments)	$1,000

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City of Castle Pines Fee Schedule — Revised January 27, 2015

Revision to Private Roadway Standards	$200
License Agreement	$200
Intergovernmental Agreemnt (Special Districts)	$1,000
Modification to standard City Agreements	$500

RIGHT-OF-WAY PERMITS

CONSTRUCTION	
Access Permit	$75
Temporary Access Permit	$75
Base Fee STO/SAN/WAT/PHO/FO/Trench Drain TV/GAS/ELEC/CONDUIT	$60/each
Pipe/cable 0.5"-8"	$0.19 LF
Pipe/cable 8.25"-16"	$0.27 LF
Pipe/cable 16.25"-24"	$0.44 LF
Pipe/cable 25"-42"	$0.77 LF
Pipe/cable 43" and larger	$0.97 LF
STREET CUT	
Paved Road	$5.00 SF
Gravel	$2.00 SF
GESC Compliance (applicable to any street cut or disturbance > 36 LF)	$130 each
Boring/jacking/tunneling	$75 each
STREET/ROAD CONSTRUCTION	
Base Fee (subgrade/base course/surface)	$85 each
Subgrade per square yard	$0.11 SY
Base course per square yard	$0.11 SY
Surface per square yard	$0.11 SY
CROSS PANS	
First cross pan	$55 each
Additional cross pans	$28 each
SIDEWALK/CURB & GUTTER/HANDICAP RAMP	
Base fee	$55 each
Curb & gutter without sidewalk	$0.10 LF
Sidewalk with integral curb & gutter	$0.11 LF
Sidewalk without curb & gutter	$0.10 LF
Sidewalk chase drain (no base fee)	$45 each
Handicap ramp (no base fee)	$45 each
VALLEY PAN OR TRICKLE CHANNEL	
Base Fee	$53 each
Valley Pan	$0.11 LF
Concrete Trickle Channel	$0.17 LF
PIPE CULVERT OR PRECAST BOX	

City of Castle Pines Fee Schedule — Revised January 27, 2015

Base Fee	$60 each
36" or smaller	Base Only
> 36"	$0.90 LF
CAST-IN-LACE STORM SEWER VAULTS/INLETS OR JUNCTION BOXES	
6' or smaller	$75 each
6' or larger	$150 each
LANDSCAPE/RETAINING WALLS	
Base Fee	$60 each
Landscape Plus Square Yards	$0.10 SY
Retaining Walls > 4' in height	$0.11 face Sq Ft
Porous Landscape/Sand Filters per basin	$50 per basin
> 10 square yards	plus $0.09 sq yd
RIP-RAP EROSION PROTECTION	
Base Fee	$60 each
Rip-Rap Plus Cubic Yard	$.20 cy
Rip-Rap Plus Tonnage	$.15 ton
Fore bay	$.09 sq yd
Micro Pool	$50 each
Vehicle Tracking Control Pad	$50 each
VTC with wheel wash	$75 each
MISCELLANEOUS	
Utility Handhole/Pull Box	$37 each
Manhole (San/Storm)	$53 each
Bridge/Cast-in-lace Box Culvert	$500 each
Traffic Signal (per location)	$500 each
Base Fee (per project)	$50 each
Traffic Sign	$12.50 each
Traffic Control	
Warranty Work/Repairs	
Minimum permit fee	$200
Subsequent permits after 60 days	$200 + item cost
Reinstatement fee after Stop Work Order	$600 min.
Working without City issued Permit	$600 min.

GRADING, EROSION AND SEDIMENT CONTROL (GESC)

Permit fee	$250 + 25/acre of disturbance
Low Impact GESC Permit fee (includes engineering review)	$0
Renewal of permit	$100
Transfer of permit	$100
Working without City issued permit	3x permit fee
Re-inspection fee	$50 per inspection

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CITY OF Castle Pines ·COLORADO·

Building Permit and Plan Review Fees

360 VILLAGE SQUARE LANE, SUITE B, CASTLE PINES, CO 80108 PHONE 303-705-0227 FAX 303-688-9414

BUILDING PERMIT FEE: TABLE 1-A

Total Project Valuation	Fee
$1.00 to $500.00	$23.50
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof, up to and including $2,000.00
$2001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof, up to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, up to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00 or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00 or fraction thereof

PLAN REVIEW FEE: When a plan or other data is required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. The plan review fee for buildings and structures shall be **65% of the building permit fee** as set forth above.

OTHER INSPECTION AND PLAN REVIEW FEES:

1. Inspections outside of normal business hours (minimum charge - two hours) $47.00 per hour
2. Reinspection fees $47.00 per hour
3. Inspections for which no fee is specifically indicated (minimum charge - one-half hour) $47.00 per hour
4. Additional plan review required by changes, additions, or revisions to approved plans (minimum charge - one-half hour) $47.00 per hour

05/11

Figure 24. Douglas County, CO Development Fee Schedule

DOUGLAS COUNTY
COLORADO

Building Division Fees

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Table 10.3
(1997 Uniform Building Code, Table 1-A)

Total Valuation	Building Permit Fee
$1.00 to $500.00	$23.50
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

Other inspections and fees:

1. Inspections outside normal business hours…… $47.00 per hour [A]
   (minimum charge of two hours)
2. Re-inspection fees…… $47.00 per hour [A]
   (minimum charge of one hour)
3. Inspections for which no fee is specifically indicated…… $47.00 per hour [A]
   (minimum charge of one-half hour)
4. Additional plan review required by changes, additions or revisions to plans…… $47.00 per hour [A]
   (minimum charge of one-half hour)
5. For use of outside consultants for plan checking and inspections, or both…… Actual costs [B]
6. Investigation fees…… $47.00 per hour [A]
   (minimum charge of two hours)

A. $47.00 per hour fee or the total hourly cost to the jurisdiction will be charged, whichever is greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
B. Actual costs include administrative and overhead costs.

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6/29/2018

DOUGLAS COUNTY
COLORADO

Building Division Fees

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10.2 Valuation of work
The determination of value or valuation shall be established by the Building Official utilizing the most recent valuation schedule printed in the Building Safety Journal, published by the International Code Council, as a guide using a modifier of one (1). Or, the applicant for a permit shall provide an estimated permit value at time of application. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official.

10.3 Schedule of permit fees
On new or altered structures, gas, mechanical, plumbing or roofing requiring a permit, a fee for each permit shall be paid in accordance with Table 10.3 (1997 edition of the Uniform Building Code, Table 1-A).

10.3.1 Plan review fee
The plan review fee shall be 65% of the permit fee. In cases of stock plans, the plan review fee shall be 10% of the permit fee.

Exception:
Residential decks with an elevation of less than 30 inches above the finished grade, in accordance with Figure 1, are exempt from permit fees and plan review fees.

10.3.2 Electrical permit fee
An electrical only permit fee shall be determined in accordance with Table 10.3.2.

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COLORADO

Building Division Fees

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Table 10.3.2
ELECTRICAL PERMIT FEE SCHEDULE

Effective as adopted and amended by Douglas County: July 22, 2015
Updated July 1, 2018 to reflect changes made by the State of Colorado

Electrical permit fees are reviewed annually and may be adjusted as necessary. Fees are based on *either* RESIDENTIAL *or* ALL OTHER FEES. Do not use *both* categories to determine your fee. If an electrical permit is not filed in advance of the commencement of an installation, the inspection fee may be twice the amount as prescribed by Colorado Revised Statute §12-23-117(3).

Section A. RESIDENTIAL: In unincorporated Douglas County, a single Residential Building Permit Fee covers all building, electrical, mechanical and plumbing work included on the approved plans.

Section B. ALL OTHER FEES including some residential installations that are not based on square footage (not in a living area, i.e. garage, shop, and photovoltaic, etc.). Fees in this section are calculated from the total cost to customer, including electrical materials, items and labor – whether provided by the contractor or the property owner. Use this chart for a service connection, a temporary meter, and all commercial installations. Such fees shall be computed as follows: (See 'C' below for the permit fees for mobile/modular home and travel trailer parks).

Valuation of Installation: (based on cost to customer of labor, materials, and items):

	FEE
(1) Not more than $2,000	$ 57
(2) $2,001 and above	$ 5 per thousand OR FRACTION thereof **PLUS $ 57**

Example: The cost of the installation is $8,150 (round up to $9,000)
The base fee is calculated from section (2) above: 9 x $5= $45 *PLUS* $57 =$102

The total fee is: $102

C. Mobile/ Modular home and travel trailer parks, per space……..$ 50

D. Reinspection fee for all of the above……$ 47

E. Add Fee for Extra inspections……$ 50

F. Add Fee for Residential Construction Meter……$ 45

10.3.3 Wildfire mitigation assessment fee
A fee of $120.00 shall be assessed to new structures located in wildfire hazard areas as determined by the Wildfire Hazard Overlay Map that requires an on-site assessment and final inspection.

10.3.4 Driveway permit fee *(Detached single-family residents only)*
A permit fee of $40.00 shall be required for vehicular access to residential dwellings or accessory buildings thereto in rural areas not served by combination curb, gutter, and sidewalk.

10.3.5 Drainage, Erosion, and Sediment Control (DESC) permit fee
(Detached single-family residents only)
A DESC permit fee is required on all new single-family residential construction and new construction of accessory structures (e.g. additions, barns, arenas, detached garages, etc.) on existing single-family home sites. Fees for each DESC permit shall be determined in accordance with Table 10.3.5.

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Building Division Fees

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10.3.5.1 DESC plan review fee *(Detached single-family residents only)*
The DESC plan review fee shall be 65% of the DESC permit fee.

Table 10.3.5
DESC Permit Fee Schedule

Project Valuation	Permit Fee
$0 to $25,000.00	$25.00
$25,001.00 to $50,000.00	$35.00
$50,001.00 to $100,000.00	$50.00
$100,001.00 to $900,000.00	$50.00 for the first $100,000.00 plus $32.00 for each additional $100,000.00 of the valuation, or fraction thereof
$900,001.00 and up	$338.00

NOTE: Additional fees may be applicable to your project based on geographic location and scope. For example, zoning review, excavation only, your project's proximity to E-470 or the boundaries of the Cherry Creek Basin Authority may require additional fees. Total fees for the project will be calculated during the plan review process and the remaining balance is due prior to permit issuance. If you have questions about fees please contact the Building Division.

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6/29/2018

DOUGLAS COUNTY
COLORADO

DEVELOPMENT REVIEW FEE SCHEDULE

*Adopted January 4, 2005

Make checks payable to Douglas County

Department of Community Development
www.douglas.co.us

SITE IMPROVEMENT PLAN

Nonresidential	$1,550
Residential	$1,550 plus $75 per bldg
Major Revision	$1,550
Minor Revision	$225
Modification	$225
As-built	$50
Approval Extension	$75

USE BY SPECIAL REVIEW

0 – 40 acres	$1,200
41 – 100 acres	$30 per acre
101+ acres	$3,030 plus $15 per acre
Multifamily	Base fee plus $65 per building
Administrative Amendment – No Plan Required	$275
Administrative Amendment – Plan Required	$750
Administrative Horse Boarding	$165
Landfill/Mining	
0 – 42 acres	$1,900
43 – 100 acres	$45 per acre
101 – 320 acres	$4,500 plus $40 per acre
321 – 640 acres	$17,300 plus $30 per acre
641 – 1000 acres	$36,500 plus $25 per acre
1001+ acres	$61,500 plus $20 per acre
Landfill/Mining Amendment	$780
Exemption/Borrow Site	$780

SUBDIVISION

Preliminary Plan	
1 – 10 lots	$750
11 – 50 lots	$70 per lot
51 – 500 lots	$3,500 plus $15 per lot
501+ lots	$11,000 plus $3 per lot
Combined Preliminary/Final Plat	
1 – 500 lots	$2,000
501+ lots	$1,000 plus $2 per lot
Final Plat/Replat – Non-Administrative	$700
Replat/Lot Line Vacation/Ratification – Administrative	$260
Road Vacation/Plat Vacation	$1,000
Minor Development	$2,600
SB 35 Exemption	$1,000
Administrative Exemption Amendment	$225
Plat Correction	$130
Time Extension	
Sketch/Preliminary	$150
Recordation	$75
Assessor Mapping Fee	$100 plus $10 per lot affected

no fee if CAD drawings are provided directly to the Assessor's Office.

REZONING

Planned Development	
0 – 20 acres	$1,625
21 – 40 acres	$75 per acre
41 – 160 acres	$2,825 plus $35 per acre
161+ acres	$8,425 plus $20 per acre
All Other Zone Districts	
0 – 10 acres	$1,000
11 – 40 acres	$100 per acre
41 – 160 acres	$4,000 plus $25 per acre
161+ acres	$8,000 plus $10 per acre
Planned Development	
Administrative Amendment	$325
Major Amendment	$1,135

ZONING

Administrative Variance	$375
Variance	$500
Appeal	$500
Sign Permit	$20 plus $1 per sq ft
Home Occupation - Class 2 Permit	$80
Seasonal Use Permit	$150
Zoning Code Amendment	$400
Development Agreement /Vested Property Rights	$1,000
Zoning Review @ Building Permit	$50

MASTER PLAN AMENDMENT $1,410

LOCATION AND EXTENT $325

SERVICE PLAN

Planning Review Fee	$3,500
Consultant Review *(as required)*	$9,500
Clerk & Recorder Fee for New	$500
Clerk & Recorder Fee for Amendment	$250

MATTERS OF STATE INTEREST (1041)

Review	$680
Waiver	$390

OTHER FEES

Recordation	*Checks payable to DC Clerk & Recorder*
24"x36", 11"x17"	$13 first page + $10 per additional page
8.5"x11", 8.5"x14"	$13 first page + $5 per additional page
Document Retrieval	*Checks payable to DC Clerk & Recorder*
Copy of Mylar 24"x36"	$1.00 first page + .75 per additional page

Tri-County Health Department	TBD
(Checks payable to Tri-County Health Department)	
Water Consultant	TBD (review costs)
Colorado Geologic Survey	303-384-2655
Engineering Fees	303-660-7490
(refer to Engineering User Fee Manual)	

Revised: Jan. 24, 2017

Figure 25. Centennial, CO Community Development Fee Schedule

Centennial

EFFECTIVE: MAY 20, 2019

Community Development Fee Schedule

Project Title:

The following plan review fees for each sheet are applicable to all land use applications, including but not limited to, Preliminary Development Plans (PDP), Site Plans (SP), Rezoning Applications, Administrative Amendments (AA), Final Plats (FP), Annexation Plans, Comprehensive Plans, Correction/Exemption Plats and Special Districts.

Fees are based on three rounds of review. If a fourth round of review is needed, the applicant will be charged an additional fee equal to 50% of the initial review fees, except as noted in the legal review fees. The applicant will be charged an additional fee equal to 25% of the initial review fees for every review thereafter. If the applicant does not adequately respond to staff comments based on current standards and regulations adopted by the City, then the applicant may be subject to additional fees proportional to the amount of extra work required.

Development Orders

Fee Description	Review Fee	Minimum Charge	Number of Sheet(s)	Fees Due
Pre-Submittal Review Fee	$200	$200		
All Development Applications submitted in paper format are subject to additional fees in order to convert to electronic records format. (**Referral packets are exempt from this fee**)	$3.00/sheet regardless of size	$3		
Administrative/Technical Amendment Fee	Maximum $2,000 and will be determined at Pre-Submittal meeting based on the scope of the amendment	$500		
Annexation Petition/Map		$2,400		
Preliminary Development Plan for PUD	$2,400 for 1st sheet, plus $550 for each additional sheet	$2,400		
Regulating Plan		$2,400		
Site Plan		$2,400		
Use by Special Review or Conditional Use		$2,400		
General Notes Review	$200 per application	$200		
Grading Plan Review	$1,650 for 1st sheet, plus $990 for each additional sheet	$1,650		
Landscaping Plan Review	$1,100 for 1st sheet, plus $550 for each additional sheet	$1,100		
Lighting and Signage Plan Review	$600 per sheet	$600		
Sign Design Program Review	$600 per sheet	$600		
Final Plat / Replat	$1,200 for 1st sheet, plus $750 for 2nd sheet, plus $550 for each additional sheet	$1,200		
Affidavits/Correction/Exemption Plat	$360 per sheet	$360		
Vested Property Rights	$500	$500		
Easement/ROW Vacation (If not concurrent with final plat)	$500	$500		
			Sheet Total	$0

Effective: 05/09/2019

Rezoning Applications

Fee Description	Review Fee	Minimum Charge	Number of Sheet(s)	Fees Due
Rezoning to Planned Unit Development	$5,100	$5,100		
All Other Rezoning Applications (PUD Conversion or Rezone to Conventional Zoning)	$3,000	$3,000		

Architectural Elevations / Profiles (Please check one)

Fee Description	Review Fee	Minimum Charge	Number of Sheet(s)	Fees Due
Residential	$600 per structure	$600		
Commercial	$1,200 per structure	$1,200		
Pattern Book Approval	$2000 Flat Fee	$2,000		

Preliminary / Final Traffic Reports (Please check one)

< 30 Acres	$900	$900		
30 – 59.99 Acres	$1,800	$1,800		
60 – 89.99 Acres	$2,700	$2,700		
90 Acres or More	$3,600	$3,600		
Incomplete Traffic Report Fee	$240 per incident	$240		

Legal Review Fees

Development Associated Legal Costs – Standard Applications[1]	$600 per application plus $300 per application requiring a public hearing Development orders requiring more than three rounds of legal review will be assessed an additional charge of $500 per application	$600		
Development Associated Legal Costs – Non-standard Applications[2]	Minimum $250 per application; amount to be established by the Director prior to the submittal of an application	$250		
Non Standard Easement or Licensing Agreement	$1,000	$1,000		

Other Planning Fees

Environmental Documents	$2,400	$2,400		
Geological Hazard Report	$1,200	$1,200		
Variance Application Fee	$125	$125		
Fence Permit (Value is cost of labor and material)	Value x 3.5% (min $20, max $5000) plus City Use Tax and County Use Tax No Deposit Necessary	$20		
Returned Electronic Payment Service Charge[3]		$25		
Penalty of Double the Normal Fee if No Permit Issued Prior to Work Being Performed				
Sign Permit (Value is cost of labor and material) Penalty of Double the Normal Fee if No Permit Issued Prior to Work Being Performed[3]	Value X 7% (min $50, max $5000) plus City Use Tax and County Use Tax No Deposit Necessary	$50		
			Sheet Total	$0

[1] Standard applications include site plans (SP, USR) and all amendments thereto; rezoning plans (PDP or PUD Conversion); plats and all replats and lot line adjustments; and vacations of plats or right-of-ways.
[2] Non-standard applications include annexations, vested property rights, and all other applications defined in Article 14 of the LDC.
[3] All permits and projects the entity has in the City will be placed on hold until the fees are paid.

Effective: 05/09/2019

Other Planning Fees

Fee Description	Review Fee	Minimum Charge	Number of Sheet(s)	Fees Due
WCF Facility – Conditional Use	$2,400	$2,400		
WCF Facility – New Facility / Limited Use	$1,000	$1,000		
WCF Facility – Co-location / Limited Use	$500	$500		
SWF Facility - Master License Agreement ("MLA", for Multiple Sites)	$2,000	$2,000		
SWF Facility - Supplemental Site License Fee (attached to existing MLA)	$0	$0		
SWF Facility - License Agreement (Single Site, no MLA in place)	$500	$500		
SWF Facility (New Facility / Co-Location)	$500 for 1-5, $100 each beyond 5	$500		
SWF Facility - Attachment Fee (Attached to Vertical City Infrastructure)	$200 per year, per facility	$200		
Group Home Zoning Compliance Letter	$75	$75		
Zoning Verification Letter – Standard	$75	$75		
Zoning Verification Letter – Custom	$100	$100		
Zoning Clearance – Limited Use	$75	$75		
Address Assignment up to 5 Addresses	$75 per address	$75		
Address Assignment 6 or more addresses	400 (flat fee)	$400		
1041 Permit Fee Initial Deposit (City will estimate cost of reviewing & processing application).	$25,000 deposit. Time and materials per application	$5,000 deposit		
Street Name Change	$1,000	$1,000		
Mailing Cost for Public Notification	$100 per development order requiring a public hearing	$100		
Service Plan (Metro or Special)[4]	$1500/$2500/$3000	$1,500		
Service Plan Amendment	$2,500	$2,500		
Service Plan Dissolution	$1,000	$1,000		
Certificate of Designation (Requires Public Hearing Process)	$3,000	$3,000		
Appeal of any Order, Requirement, Decision, or Determination made by the Planning and Zoning Commission or the Director	$500	$500		
Oil and Gas Permit	$1,200	$1,200		
Recording Fees – Standard Documents (electronic recording)	Pursuant to Arapahoe County Clerk and Recorder's Office			
Recording Fees – Oversized Documents[5]	Pursuant to Arapahoe County Clerk and Recorder's Office			
Site Inspections (Due at time of CD approval or issuance of development permit)	1% of Public ECE (Engineering Cost Estimate)	$1,800		
Re-inspection Fee for 2nd Failed Inspection	$300 for each subsequent inspection	$300		
Public Improvement Agreement (PIA)	$1,200 per PIA	$1,200		

Comprehensive Plan

Amendment to Comprehensive Plan (Includes all Amendments)	$3,000	$3,000		
			Sheet Total	$0

[3]Temporary sign permits are exempt from a review fee.
[4]$1500 nonrefundable application fee (Sec. 4-10-50); $2500 nonrefundable fee due and payable on date proposed service plan is filed and $3000 due on date proposed service fee is filed to be used by the City to pay its reasonable consultant, legal and other fees and expenses incurred in the process of reviewing and taking action on the plan (Sec. 4-10-70).
[5]Fees for recordation of oversize documents include fees for an electronic copy of the recorded mylar in lieu of the printing of a second set of mylars

Effective: 05/09/2019

Other Engineering Fees

Fee Description	Review Fee	Minimum Charge	Number of Sheet(s)	Fees Due
Site-Civil Construction Document Review				
< 1 Acre	$1,550	$1,550		
1 – 2.99 Acres	$2,500	$2,500		
3 – 4.99 acres	$3,200	$3,200		
5 – 6.99 Acres	$3,500	$3,500		
7 – 9.99 Acres	$3,800	$3,800		
10 -14.99	$4,600	$4,600		
15 Acres or More	$5,000	$5,000		
Modification to Approved CD	$600	$600		
			CD Total	$0

Fee due at time of Land Use (LU) application submittal*: $0

An invoice will be emailed to you after you submit your application online at https://www.centennialco.gov/onlinepermits
Fees are payable online via credit card or e-check
*****FEES PAID VIA CREDIT CARD WILL BE CHARGED A NON-REFUNDABLE TRANSACTION FEE OF 3% PER TRANSACTION*****
There are no fees for paying with an e-check

*****CD FEES MUST BE PAID SEPARATELY AT THE TIME OF CD SUBMITTAL*****

Fee due at time of Construction Documents (CDs) submittal*: $0

TOTAL PLANNING AND ENGINEERING REVIEW FEES: $0

Fees paid (or a portion of the fee paid) are non-refundable.

*Please note that additional fees for the project may be required as indicated in this fee sheet at 'TBD.' Staff will inform you of those fees.

Additionally, the above fees do not include any of the following:

- SEMSWA fees (see SEMSWA fee sheet if applicable)

*****These will be included in the invoice and may be paid online at https://www.centennialco.gov/onlinepermits*****

- Building Plan Review fees (calculated by the Building Division if applicable)
- Building Permit fees (E-470, RTIF, Cherry Creek Basin, city/county use tax, calculated by the Building Division if applicable)
- Development Permit fees (includes city/county use tax calculated by Planning/Engineering if applicable)
- Other agency review fees (Water/Sanitation District Fees, etc.)

Effective: 05/09/2019

City of Centennial

PERMIT FEE TABLE

Based on the greater of: 1) Value of the work stated on the permit application or; 2) as calculated by ICC Building Standards most current valuation table. **EFFECTIVE DECEMBER 1, 2004**

If Valuation is:	Permit Fee is:	Use Tax is: (2.5% of 1/2 valuation)	Use Tax is: (.25% of 1/2 valuation)	Total is:	Plan Review Fee is:	Total with Plan Review Fee:
$100.00	$23.50	$1.25	$0.13	$24.88	$15.28	$40.15
$200.00	$23.50	$2.50	$0.25	$26.25	$15.28	$41.53
$300.00	$23.50	$3.75	$0.38	$27.63	$15.28	$42.90
$400.00	$23.50	$5.00	$0.50	$29.00	$15.28	$44.28
$500.00	$23.50	$6.25	$0.63	$30.38	$15.28	$45.65
$600.00	$26.55	$7.50	$0.75	$34.80	$17.26	$52.06
$700.00	$29.60	$8.75	$0.88	$39.23	$19.24	$58.47
$800.00	$32.65	$10.00	$1.00	$43.65	$21.22	$64.87
$900.00	$35.70	$11.25	$1.13	$48.08	$23.21	$71.28
$1,000.00	$38.75	$12.50	$1.25	$52.50	$25.19	$77.69
$1,200.00	$44.85	$15.00	$1.50	$61.35	$29.15	$90.50
$1,300.00	$47.90	$16.25	$1.63	$65.78	$31.14	$96.91
$1,400.00	$50.95	$17.50	$1.75	$70.20	$33.12	$103.32
$1,500.00	$54.00	$18.75	$1.88	$74.63	$35.10	$109.73
$1,600.00	$57.05	$20.00	$2.00	$79.05	$37.08	$116.13
$1,700.00	$60.10	$21.25	$2.13	$83.48	$39.07	$122.54
$1,800.00	$63.15	$22.50	$2.25	$87.90	$41.05	$128.95
$1,900.00	$66.20	$23.75	$2.38	$92.33	$43.03	$135.36
$2,000.00	$69.25	$25.00	$2.50	$96.75	$45.01	$141.76
$3,000.00	$83.25	$37.50	$3.75	$124.50	$54.11	$178.61
$4,000.00	$97.25	$50.00	$5.00	$152.25	$63.21	$215.46
$5,000.00	$111.25	$62.50	$6.25	$180.00	$72.31	$252.31
$6,000.00	$125.25	$75.00	$7.50	$207.75	$81.41	$289.16
$7,000.00	$139.25	$87.50	$8.75	$235.50	$90.51	$326.01
$8,000.00	$153.25	$100.00	$10.00	$263.25	$99.61	$362.86
$9,000.00	$167.25	$112.50	$11.25	$291.00	$108.71	$399.71
$10,000.00	$181.25	$125.00	$12.50	$318.75	$117.81	$436.56
$11,000.00	$195.25	$137.50	$13.75	$346.50	$126.91	$473.41
$12,000.00	$209.25	$150.00	$15.00	$374.25	$136.01	$510.26
$13,000.00	$223.25	$162.50	$16.25	$402.00	$145.11	$547.11
$14,000.00	$237.25	$175.00	$17.50	$429.75	$154.21	$583.96
$15,000.00	$251.25	$187.50	$18.75	$457.50	$163.31	$620.81
$16,000.00	$265.25	$200.00	$20.00	$485.25	$172.41	$657.66
$17,000.00	$279.25	$212.50	$21.25	$513.00	$181.51	$694.51
$18,000.00	$293.25	$225.00	$22.50	$540.75	$190.61	$731.36
$19,000.00	$307.25	$237.50	$23.75	$568.50	$199.71	$768.21
$20,000.00	$321.25	$250.00	$25.00	$596.25	$208.81	$805.06
$21,000.00	$335.25	$262.50	$26.25	$624.00	$217.91	$841.91
$22,000.00	$349.25	$275.00	$27.50	$651.75	$227.01	$878.76
$23,000.00	$363.25	$287.50	$28.75	$679.50	$236.11	$915.61
$24,000.00	$377.25	$300.00	$30.00	$707.25	$245.21	$952.46
$25,000.00	$391.25	$312.50	$31.25	$735.00	$254.31	$989.31
$26,000.00	$401.35	$325.00	$32.50	$758.85	$260.88	$1,019.73
$27,000.00	$411.45	$337.50	$33.75	$782.70	$267.44	$1,050.14
$28,000.00	$421.55	$350.00	$35.00	$806.55	$274.01	$1,080.56
$29,000.00	$431.65	$362.50	$36.25	$830.40	$280.57	$1,110.97
$30,000.00	$441.75	$375.00	$37.50	$854.25	$287.14	$1,141.39

$31,000.00	$451.85	$387.50	$38.75	$878.10	$293.70	$1,171.80
$32,000.00	$461.95	$400.00	$40.00	$901.95	$300.27	$1,202.22
$33,000.00	$472.05	$412.50	$41.25	$925.80	$306.83	$1,232.63
$34,000.00	$482.15	$425.00	$42.50	$949.65	$313.40	$1,263.05
$35,000.00	$492.25	$437.50	$43.75	$973.50	$319.96	$1,293.46
$36,000.00	$502.35	$450.00	$45.00	$997.35	$326.53	$1,323.88
$37,000.00	$512.45	$462.50	$46.25	$1,021.20	$333.09	$1,354.29
$38,000.00	$522.55	$475.00	$47.50	$1,045.05	$339.66	$1,384.71
$39,000.00	$532.65	$487.50	$48.75	$1,068.90	$346.22	$1,415.12
$40,000.00	$542.75	$500.00	$50.00	$1,092.75	$352.79	$1,445.54
$41,000.00	$552.85	$512.50	$51.25	$1,116.60	$359.35	$1,475.95
$42,000.00	$562.95	$525.00	$52.50	$1,140.45	$365.92	$1,506.37
$43,000.00	$573.05	$537.50	$53.75	$1,164.30	$372.48	$1,536.78
$44,000.00	$583.15	$550.00	$55.00	$1,188.15	$379.05	$1,567.20
$45,000.00	$593.25	$562.50	$56.25	$1,212.00	$385.61	$1,597.61
$46,000.00	$603.35	$575.00	$57.50	$1,235.85	$392.18	$1,628.03
$47,000.00	$613.45	$587.50	$58.75	$1,259.70	$398.74	$1,658.44
$48,000.00	$623.55	$600.00	$60.00	$1,283.55	$405.31	$1,688.86
$49,000.00	$633.65	$612.50	$61.25	$1,307.40	$411.87	$1,719.27
$50,000.00	$643.75	$625.00	$62.50	$1,331.25	$418.44	$1,749.69
$51,000.00	$650.75	$637.50	$63.75	$1,352.00	$422.99	$1,774.99
$52,000.00	$657.75	$650.00	$65.00	$1,372.75	$427.54	$1,800.29
$53,000.00	$664.75	$662.50	$66.25	$1,393.50	$432.09	$1,825.59
$54,000.00	$671.75	$675.00	$67.50	$1,414.25	$436.64	$1,850.89
$55,000.00	$678.75	$687.50	$68.75	$1,435.00	$441.19	$1,876.19
$56,000.00	$685.75	$700.00	$70.00	$1,455.75	$445.74	$1,901.49
$57,000.00	$692.75	$712.50	$71.25	$1,476.50	$450.29	$1,926.79
$58,000.00	$699.75	$725.00	$72.50	$1,497.25	$454.84	$1,952.09
$59,000.00	$706.75	$737.50	$73.75	$1,518.00	$459.39	$1,977.39
$60,000.00	$713.75	$750.00	$75.00	$1,538.75	$463.94	$2,002.69
$61,000.00	$720.75	$762.50	$76.25	$1,559.50	$468.49	$2,027.99
$62,000.00	$727.75	$775.00	$77.50	$1,580.25	$473.04	$2,053.29
$63,000.00	$734.75	$787.50	$78.75	$1,601.00	$477.59	$2,078.59
$64,000.00	$741.75	$800.00	$80.00	$1,621.75	$482.14	$2,103.89
$65,000.00	$748.75	$812.50	$81.25	$1,642.50	$486.69	$2,129.19
$66,000.00	$755.75	$825.00	$82.50	$1,663.25	$491.24	$2,154.49
$67,000.00	$762.75	$837.50	$83.75	$1,684.00	$495.79	$2,179.79
$68,000.00	$769.75	$850.00	$85.00	$1,704.75	$500.34	$2,205.09
$69,000.00	$776.75	$862.50	$86.25	$1,725.50	$504.89	$2,230.39
$70,000.00	$783.75	$875.00	$87.50	$1,746.25	$509.44	$2,255.69
$71,000.00	$790.75	$887.50	$88.75	$1,767.00	$513.99	$2,280.99
$72,000.00	$797.75	$900.00	$90.00	$1,787.75	$518.54	$2,306.29
$73,000.00	$804.75	$912.50	$91.25	$1,808.50	$523.09	$2,331.59
$74,000.00	$811.75	$925.00	$92.50	$1,829.25	$527.64	$2,356.89
$75,000.00	$818.75	$937.50	$93.75	$1,850.00	$532.19	$2,382.19
$76,000.00	$825.75	$950.00	$95.00	$1,870.75	$536.74	$2,407.49
$77,000.00	$832.75	$962.50	$96.25	$1,891.50	$541.29	$2,432.79
$78,000.00	$839.75	$975.00	$97.50	$1,912.25	$545.84	$2,458.09
$79,000.00	$846.75	$987.50	$98.75	$1,933.00	$550.39	$2,483.39
$80,000.00	$853.75	$1,000.00	$100.00	$1,953.75	$554.94	$2,508.69
$81,000.00	$860.75	$1,012.50	$101.25	$1,974.50	$559.49	$2,533.99
$82,000.00	$867.75	$1,025.00	$102.50	$1,995.25	$564.04	$2,559.29
$83,000.00	$874.75	$1,037.50	$103.75	$2,016.00	$568.59	$2,584.59
$84,000.00	$881.75	$1,050.00	$105.00	$2,036.75	$573.14	$2,609.89
$85,000.00	$888.75	$1,062.50	$106.25	$2,057.50	$577.69	$2,635.19
$86,000.00	$895.75	$1,075.00	$107.50	$2,078.25	$582.24	$2,660.49
$87,000.00	$902.75	$1,087.50	$108.75	$2,099.00	$586.79	$2,685.79
$88,000.00	$909.75	$1,100.00	$110.00	$2,119.75	$591.34	$2,711.09

$89,000.00	$916.75	$1,112.50	$111.25	$2,140.50	$595.89	$2,736.39
$90,000.00	$923.75	$1,125.00	$112.50	$2,161.25	$600.44	$2,761.69
$91,000.00	$930.75	$1,137.50	$113.75	$2,182.00	$604.99	$2,786.99
$92,000.00	$937.75	$1,150.00	$115.00	$2,202.75	$609.54	$2,812.29
$93,000.00	$944.75	$1,162.50	$116.25	$2,223.50	$614.09	$2,837.59
$94,000.00	$951.75	$1,175.00	$117.50	$2,244.25	$618.64	$2,862.89
$95,000.00	$958.75	$1,187.50	$118.75	$2,265.00	$623.19	$2,888.19
$96,000.00	$965.75	$1,200.00	$120.00	$2,285.75	$627.74	$2,913.49
$97,000.00	$972.75	$1,212.50	$121.25	$2,306.50	$632.29	$2,938.79
$98,000.00	$979.75	$1,225.00	$122.50	$2,327.25	$636.84	$2,964.09
$99,000.00	$986.75	$1,237.50	$123.75	$2,348.00	$641.39	$2,989.39
$100,000.00	$993.75	$1,250.00	$125.00	$2,368.75	$645.94	$3,014.69
$200,000.00	$1,553.75	$2,500.00	$250.00	$4,303.75	$1,009.94	$5,313.69
$300,000.00	$2,113.75	$3,750.00	$375.00	$6,238.75	$1,373.94	$7,612.69
$400,000.00	$2,673.75	$5,000.00	$500.00	$8,173.75	$1,737.94	$9,911.69
$500,000.00	$3,233.75	$6,250.00	$625.00	$10,108.75	$2,101.94	$12,210.69
$600,000.00	$3,708.75	$7,500.00	$750.00	$11,958.75	$2,410.69	$14,369.44
$700,000.00	$4,183.75	$8,750.00	$875.00	$13,808.75	$2,719.44	$16,528.19
$800,000.00	$4,653.75	$10,000.00	$1,000.00	$15,653.75	$3,024.94	$18,678.69
$900,000.00	$5,133.75	$11,250.00	$1,125.00	$17,508.75	$3,336.94	$20,845.69
$1,000,000.00	$5,608.75	$12,500.00	$1,250.00	$19,358.75	$3,645.69	$23,004.44
$2,000,000.00	$8,758.75	$25,000.00	$2,500.00	$36,258.75	$5,693.19	$41,951.94
$3,000,000.00	$11,908.75	$37,500.00	$3,750.00	$53,158.75	$7,740.69	$60,899.44
$4,000,000.00	$15,058.75	$50,000.00	$5,000.00	$70,058.75	$9,788.19	$79,846.94
$5,000,000.00	$18,208.75	$62,500.00	$6,250.00	$86,958.75	$11,835.69	$98,794.44
$6,000,000.00	$21,358.75	$75,000.00	$7,500.00	$103,858.75	$13,883.19	$117,741.94
$7,000,000.00	$24,508.75	$87,500.00	$8,750.00	$120,758.75	$15,930.69	$136,689.44
$8,000,000.00	$27,658.75	$100,000.00	$10,000.00	$137,658.75	$17,978.19	$155,636.94
$9,000,000.00	$30,808.75	$112,500.00	$11,250.00	$154,558.75	$20,025.69	$174,584.44
$10,000,000.00	$33,958.75	$125,000.00	$12,500.00	$171,458.75	$22,073.19	$193,531.94

LAST UPDATED 8/5/05

Figure 26. Aurora, CO Zoning and Development Review Application Fee Schedule

FEE SCHEDULE 1

Zoning & Development Review Application Fees

Planning & Development Services Department

A Planning and Development Services Department Case Manager is available to assist applicants in calculating fees due. Payment is due when the application is submitted. Make checks payable to the *City of Aurora.*

Effective 1-1-19

Item	Description	Amount
Site Plan, Site Plan Amendment (major), Redevelopment Plan, or E-470/N.E. Plains Contextual Site Plan (CSP)	up through 5 acres	$1,851
	more than 5 and up through 10 acres	$1,851+$217 acre over 5
	more than 10 and up through 640 acres	$2,932+$124 acre over 10
	more than 640 acres	$77,969+$61.75/acre over 640
Initial Zoning or Rezoning (fee waived when filed in conjunction with a FDP or GDP) and	up through 5 acres	$6,172
	more than 5 and up through 10 acres	$6,172+ $134/acre over 5
	more than 10 and up through 640 acres	$6,844+$54.50/acre over 10
	more than 640 acres	$41,067+$27/acre over 640
General Development Plan (GDP) or E-470/Northeast Plains Framework Development Plan (FDP)	up through 5 acres	$8,639
	more than 5 and up through 10 acres	$8,639+$217/acre over 5
	more than 10 and up through 640 acres	$9,722+$124/acre over 10
	more than 640 acres	$87,496+$61.75/acre over 640
Master Plan (includes City Center Master Plans)	up through 5 acres	$3,087
	more than 5 and less than 10 acres	$3,087+$217/acre over 5
	10 acres or more	$4,168+$124/acre over 10
Initial Set-up & Referral Charge	initial fee for Development Applications only	$4,938
Initial Set-up & Referral Charge	for Simple Cases	$557
Public Hearing	flat fee charged to applications that require at least one hearing - no additional fee for appeals or call-ups	$3,087
Public Hearing for Simple Cases		$557
Use Approval for Conditional Use (per request)	each approval required by the zoning code	$761
Conditional Use for Oil/Gas		$1135
Tenant application for conditional use	initial set-up fee for DA, consisting of only a conditional use in existing structure	$342
Amendments to GDP, FDP, or a Master Plan		$3,704
Subdivision Plat or Replat		$3,087+$185/plat sheet
Minor adjustment to Plat		$455
Subdivision Plat Amendment		$925+$185/plat sheet
Deferral of Public Improvements		$5,037/application
Street or Plat Vacation		$5,148/application
Parks, Recreation & Open Space Referral		$185
Public Art Referral		$185
Real Property Referral		$185
Civil Engineering Referral	per application requiring civil engineering review	$185
Mylar Processing and Recording	per sheet (including plat sheets)	$247
Application Reactivation Fee		25% of original application fee

FEE SCHEDULE 1 – continued

Other Applications

Item	Description	Amount
Zoning Inquiry		No charge
Zoning Verification Letter		$92.25
Minor Administrative Amendment	less than 3 sheets	$617
	filed prior to construction of the change	$931 per application, 3-5 sheets per application
	filed after construction of the change	$1,605 per application, 3-5 sheets per application
Minor Mylar Change		$199 per application, maximum of 5 sheets per application
Color Palette		$22.50
Saddle Rock Application	new plot plan	$741
	new model	$741
	change existing plot plan	$741
	change existing model	$741
Board of Adjustment Application	regular session	$601
	special session	$1,202
Custom Street Name		$2,640
Address	assign single, new, for any type of structure	$33
Second Address	and each address thereafter consecutively assigned in the project area for any type of structure	$12.50
Address Change	to existing, established address	$529
Sign Variance	per request	$381
Creative Sign Permit Application		$342

City of Aurora Permit Center

NEW BUILDING CONSTRUCTION FEES

Fast. Simple. Predictable.

- Calculate your fee before submitting plans
- Pay the one-time fee when your permit is issued
- One fee covers the cost of city services like plan reviews and revisions, department referrals, project amendments and permit issuance

For more information:
City of Aurora Permit Center
15151 E. Alameda Parkway, 2nd Floor
303.739.7420
permitcounter@auroragov.org

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Fee Table for Construction of New Buildings

Occupancy Group	Common Description	Fee per S.F.	Min. Fee.	Max. Fee.
A (Assembly)	Bars/Restaurants/Theatres	$2.75	$5,000	$75,000
B (Business)	Banks/Offices	$2.30	$5,000	$100,000
E (Educational)	Schools	State Fees	State Fees	State Fees
F (Factory)	Factories Producing Goods	$2	$5,000	$50,000
I (Institutional)	Hospitals/Nursing Homes/ Daycare	$2	$5,000	$125,000
M (Mercantile)	Retail Stores	$2	$2,500	$75,000
R-1	Hotels/Motels	95 cents	$5,000	$200,000
R-2	Apartments/Dorms	60 cents	$5,000	$25,000
R-3*	Single Family Homes	$1	$2,000	$10,000
R-4	Group Homes/Halfway Houses	$1.05	$10,000	$250,000
S (Storage)	Storage Uses	22 cents	$3,500	$200,000
U (Utility)	Garages/Misc. Structures	$2.60	$2,000	$17,500
*R-3 Master Plans = $2,200 Flat Fee				

(Please note: The city will collect use tax—based on materials costs—separately. Some projects may have additional fees for parks, capital impact, etc.)

_____ X _____ = _____
Project S.F. **Fee Per S.F.** **Total Fee**

ORDINANCE NO. 4.89.6, Series of 2020

TITLE: A BILL FOR AN ORDINANCE TO AMEND SECTION 11.01.030 OF THE PARKER MUNICIPAL CODE CONCERNING THE PARKER ADMINISTRATIVE CODE

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. Section 11.01.030 of the Parker Municipal Code is amended to read as follows:

11.01.030 Parker Administrative Code adopted.

Pursuant to Section 7.7 of the Town of Parker Home Rule Charter, the Parker Administrative Code, ~~**November 2018**~~ **May 2020** Edition, as published by the Town of Parker, Colorado, 20120 E. Mainstreet, Parker, CO 80138-7344, is adopted by reference and incorporated into this Chapter as though fully set forth herein. The Parker Administrative Code is adopted in full, including the outline of contents, index and appendices contained therein.

Section 2. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 3. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

ORDINANCE NO. 3.01.122, Series of 2020

TITLE: A BILL FOR AN ORDINANCE TO AMEND SECTION 13.01.080 OF THE PARKER MUNICIPAL CODE CONCERNING FEES TO BE ESTABLISHED BY COUNCIL RESOLUTION

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, ORDAINS:

Section 1. Section 13.01.080 of the Parker Municipal Code is amended to read as follows:

13.01.080 Fees.

(a) Reasonable fees sufficient to cover the costs of administration, inspection, publication of notice and similar matters may be charged to applicants for zoning permits, conditional-use permits, special-use permits, subdivision plat approval, zoning amendments, variances and other administrative relief. The amount of the fees charged shall be established by resolution of the Council ~~**filed in the office of the Town Clerk**~~.

~~**(b) The Town will bill developers for any and all costs of professional or consulting services which the Town incurs as a result of a developer or his or her project. Professional or consulting services include but are not limited to: legal, engineering or hydrological services.**~~

~~**(c)**~~ **(b)** Fees established in accordance with Subsection (a) above shall be paid upon submission of a completed land use application or notice of appeal. All applications for which there is a fee shall be accompanied by the appropriate fee. Applications which are not accompanied by the appropriate fee shall be considered incomplete and shall not be processed nor shall any permit be issued unless the appropriate fee accompanies the application. The applicant shall pay the Town ~~**the actual cost to the Town**~~ **the amount of fees as established by the Town Council by resolution** for engineering, planning, surveying, inspection and legal services rendered in connection with the review of the proposed development application ~~**plus fifteen percent (15%) to cover administrative costs**~~.

(c) The Town will bill developers for any and all costs of professional or consulting services which the Town incurs as a result of a developer or the project. Professional or consulting services include, but are not limited to: legal, engineering, materials testing or construction inspection services.

The Town will send the applicant a statement for the ~~**actual and administrative costs incurred by the Town for the services rendered by the Town**~~ **professional or consulting services which the Town incurs in accordance with this Subsection (c)**. The applicant shall pay the Town the amount due on the statement within fifteen (15) days of the date of the issuance of such statement. In

the event the applicant fails to pay the amount due on the statement within the time period specified above, the Town shall immediately stop the review process for the proposed development. The application will be deemed withdrawn if the statement is not paid in full within thirty (30) days of the date of the issuance of the statement.

If the statement is not paid in full within thirty (30) days after issuance of the statement, in addition to the application being withdrawn, the Town shall impose interest on the amount due and outstanding at the rate of one and one-half of one percent (1.5%) per month from the date when due.

In addition to the Town's remedies to stop the review process upon nonpayment of such statement, and to impose penalty interest, the Town shall additionally possess the right to initiate an enforcement action against the applicant for nonpayment of such fees. Such enforcement action may be initiated either in the Douglas County Court or in the Parker Municipal Court. In the event such collection action is determined in favor of the Town, the Town shall be awarded its attorneys' fees and court costs in addition to the unpaid fees as part of any judgment.

The payment of fees of the costs of professional and consulting services under this Section shall be due and payable as set forth within this Section, regardless of whether the project is completed, approved and/or regardless of whether the owner/developer chooses to complete the Town's land review process under the Town's Land Development Ordinance.

(d) The applicant shall pay any impact fees as established by Town ordinances in effect at the time the development application is approved by Town Council. The impact fees shall be paid at the time specified by such ordinance.

Section 2. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Parker, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained. The Town Council further finds that the title to this Ordinance was posted in two public places two days before the Town Council meeting, as provided by Section 7.5e. of the Town of Parker Home Rule Charter.

Section 3. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4. This Ordinance shall become effective ten (10) days after final publication.

INTRODUCED AND PASSED ON FIRST READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

ADOPTED ON SECOND AND FINAL READING this _____ day of _____, 2020.

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

APPROVED AS TO FORM:

_____
James S. Maloney, Town Attorney

RESOLUTION NO. 20-028, Series of 2020

TITLE: A RESOLUTION TO ADOPT THE DEVELOPMENT-RELATED USER FEE SCHEDULE AND ADMINISTRATIVE CODE FEE SCHEDULE, EFFECTIVE JUNE 15, 2020

WHEREAS, the Town of Parker has adopted a municipal code which allows for the setting of fees by Town Council Resolution; and

WHEREAS, the Town Council of the Town of Parker has been advised by the Town Administrator that certain fees should be increased to offset the Town's increased costs of operations and inflation;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, AS FOLLOWS:

Section 1. The Development-Related User Fee Schedule and Administrative Code Fee Schedule, attached hereto as **Exhibit 1**, is hereby adopted.

Section 2. These fees shall be reviewed annually in conjunction with the budget process and any recommended changes shall be discussed and presented during the budget process.

Section 3. The fees in Exhibit 1 take effect June 15, 2020, and shall remain in effect until changed by a subsequent Resolution of the Town Council or as part of adoption of the Town of Parker budget for fiscal year 2021 or any subsequent fiscal year.

RESOLVED AND PASSED this _____ day of _____, 2020.

TOWN OF PARKER, COLORADO

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

EXHBIT 1

Development-Related User Fee Schedule

Pg. 2 – 9

Effective June 15, 2020

Administrative Code Fee Schedule

Pg. 10 – 12

Effective June 15, 2020

A Town of Parker representative will be available to assist applicants in calculating fees due. Payment is due when the application is submitted.

Community Development - Planning Division		
Task Description		**Amount**
Annexation		
New Annexation Application & Agreement		$840
Rezoning		
Straight		$635
New Planned Development		$9,050
PD Amendment		$2,790
Subdivision		
Sketch Plan		
	0-10 acres	$3,888.75
	10-100 acres	$5,186.25
	> 100 acres	$6,483.75
Preliminary Plan		
	0-10 acres	$2,722.50
	10-100 acres	$3,630.00
	> 100 acres	$4,537.50
Final Plat		
	0-10 acres	$910
	10-100 acres	$1,215
	> 100 acres	$1,520
Replat		$310
Minor Development Plat		
	0-10 acres	$1,135
	10-100 acres	$1,513
	> 100 acres	$1,890
Condo Plat		$3,705
Subdivision Agreement Amendment		$565
Site Plan/Preliminary Site Plan		
Preliminary Site Plan - Nonresidential		
Fees are 50% of Site Plan - Nonresidential	1-2 buildings	$207.50
	2-5 buildings	$415.00
	5-10 buildings	$520.00
	>10 buildings	$622.50
Preliminary Site Plan - Multifamily		
Fees are 50% of Site Plan - Residential Multifamily	1-2 buildings	$2,022.50
	2-5 buildings	$4,045.00
	5-10 buildings	$5,057.50
	>10 buildings	$6,067.50

Community Development - Planning Division	
Task Description	**Amount**
Site Plan/Preliminary Site Plan	
Nonresidential	
1-2 buildings	$415
2-5 buildings	$830
5-10 buildings	$1,040
>10 buildings	$1,245
Amendment*	$460
Building Permit	
Site Plans	$20
Commercial Permit	$10
Planning Inspections and Code Compliance Check Review	$250
Use by Special Review	
General - Not WCF or Utilities	$2,000
Wireless Communication Facilities	$525
Determination of Non-Substantial Change	$125
Utilities	$200
Sign Permit	
New	$5
Planned Sign Program	$45
Planned Sign Program Amendment	$25
Residential Design Minimums	
Subdivision	$640
Changes	$25

Community Development - Building Division	
Task Description	**Amount**
Building Permit	
Pre-Application Meeting	$480
Site Plans	$140
New Residential-SFD and MF	$340
Tenant Finish	$5,820
Additions and Minor Revisions	$240
Commercial Permit	$180
Residential Permit-Remodel /Basement/Deck	$60
Building Inspections	$10
Fire Inspections	$150
Plot Plan/ILC/FLC/Grade Cert Review	$5

Engineering/Public Works	
Task Description	**Amount**
Land Use	
Sketch Plan	
0-5 acres	$90
5-25 acres	$150
25-50 acres	$200
> 50 acres	$250
Preliminary Plan	
0-5 acres	$720
5-25 acres	$790
25-50 acres	$850
> 50 acres	$920
Final Plat	$620
Minor Development Plat	
0-5 acres	$900
5-25 acres	$960
25-50 acres	$1,050
> 50 acres	$1,140
Use By Special Review	$190
Site Plan	
0-5 acres	$490
5-25 acres	$490
25-50 acres	$540
> 50 acres	$580
Preliminary Site Plan*	$250
Site Plan Amendment*	$220
Annexation	$610
Zoning	$640
Zoning/PD Amendment	$520
Agreements	
Subdivision Improvement Agreement	$810
Development Agreement	$810
License Agreement	$260
Intergovernmental Agreement	$440
Agreement Amendment	$130
Easement Agreement (separate document)	$290
Easement Vacation (separate document)	$390
Request for Easement	$520
Right-of-Way Dedication or Vacation	$390

Engineering/Public Works	
Task Description	**Amount**
Agreements	
Service Plan	$960
Service Plan Amendment	$480
Studies/Reports	
Drainage Report	
0-5 acres	$560
5-25 acres	$1,650
25-50 acres	$3,750
> 50 acres	$5,760
Drainage Conformance Letter	
Minor	$310
Major	$620
Traffic Impact Study	
0-5 acres	$700
5-25 acres	$1,330
25-50 acres	$2,790
> 50 acres	$4,150
Traffic Conformance Letter	$280
Pavement Design Report	$260
Construction Plan Review	
Street/Storm	
0-5 acres	$920
5-25 acres	$2,120
25-50 acres	$4,310
> 50 acres	$6,290
Traffic Signal Plans	$950
Grading/CBMP Plans	
0-5 acres	$490
5-25 acres	$890
25-50 acres	$1,360
> 50 acres	$1,820
Utility Plans	$340
Landscaping Plans	$270
Detention Pond	$1,050
Alternate Water Quality Facility	$960
Construction Plan Revision	
Minor	$310
Major	$620

Engineering/Public Works	
Task Description	**Amount**
Construction Plan Review	
Major Drainageway Improvements	
Minor	$710
Major	$2,790
Floodplain Modification	$1,320
Variance Request	$410
Inspection Fees	
Storm Sewer	
Manhole (EA)	$85/EA
Inlet (EA)	$170/EA
Storm Sewer (LF)	$0.30/LF
Cast-in-Place Culverts (LF)	$550/EA
Riprap/Outfall Protection	$0.55/SY
Detention/Water Quality Pond	
Forebay	$170/EA
Trickle Channel	$0.45/LF
Outlet Structure	$250/EA
Spillway	$170/EA
Alternate Water Quality Facility	$250/EA
Major Drainageway Improvements	Estimate Provided at Time of Permit Application
Roadway	
Curb & Gutter	$0.25/LF
Sidewalk/Trail	$0.25/LF
Curb Ramps	$85/EA
Crosspan	$170/EA
Pavement and Subgrade	$0.33/SY
Underdrain	$0.30/LF
Traffic Signage	$10/sign post
Traffic Striping	$0.10/LF; $5/symbol
Traffic Signal Installation or Modification	$225/corner
Bridges	Estimate Provided at Time of Permit Application
Final Warranty Inspections for Public Improvements	$80.50/Hour

Engineering/Public Works	
Task Description	**Amount**
Right-of-Way Use Permit Fees	
Application and Administration Fee Includes review of application materials and routine traffic control plans, pre-construction meeting, and final inspection	$200
Traffic Control Plan Review Fee	$300
Permit Renewal Fee	$100
Roadway Pavement Cut	$5.00/SF
Sidewalk or Curb Cut	$1.50/SF or $50 minimum
Boring	$0.75/LF
Test Hole	$100 each
-	
Bore - Inspection Fee	$150 + $0.10/LF
Trenching - Inspection Fee	
Street Cut less than 50 SF	$175
Street Cut more than 50 SF	$175 + $50 per additional 50 SF
Curb or Sidewalk Cut	$250
Night/After Hours Inspection Fee	$150/occurrence
Re-inspection Fee (may be required with permit renewal)	50% of original inspection fees
Work Without a Permit	$1,000
Non-Conforming Traffic Control	$500/occurrence
New Pavement Cut Fee (pavement/surface less than five years old)	Additional $5/SF

Parks & Recreation	
Task Description	**Amount**
Land Use	
Sketch Plan	
0-5 acres	$60
5-25 acres	$60
> 25 acres	$110
Preliminary Plan	
0-5 acres	$110
5-25 acres	$230
> 25 acres	$340
Final Plat	$60
Minor Development Plat	
0-5 acres	$60
5-25 acres	$110
> 25 acres	$170
Replat	$60
Site Plan	
0-5 acres	$110
5-25 acres	$170
> 25 acres	$230
Preliminary Site Plan*	$60
Annexation	$110
Zoning	$170
Zoning/PD Amendment	$60
Agreements	
Subdivision Improvement Agreement	$60
Development Agreement	$60
Construction Plans	
Landscaping Plans	$60

Legal Review Fees	
Task Description	**Amount**
Annexation Agreement	$1000
Annexation Agreement Amendment	$500
Site Improvement Agreement	$300
Deed	$250
Right of Way Dedication/Vacation	$200
Development Agreement	$200
License Agreement	$200
Easement	$200

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PARKER ADMINISTRATIVE CODE
FEES

TABLE 3.1 - BUILDING PERMIT FEES FOR ALL OCCUPANCIES EXCEPT GROUP R, DIVISION 3 and ONE and TWO FAMILY DWELLINGS and TOWNHOMES (FOR ELECTRICAL - SEE TABLE 3.2)

Total Valuation Fees

Total Project Valuation	Building Permit Fee
$1.00 to $500.00	$23.50
$501.00 to $2,000.00	$ 23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof, up to and including $2,000.00.
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00 or fraction thereof, up to and including $25,000.00.
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof, up to and including $50,000.00.
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, up to and including $100,000.00.
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60for each additional $1,000.00 or fraction thereof, up to and including $500,000.00.
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00 or fraction thereof, up to and including $1,000,000.00.
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00 or fraction thereof

TABLE 3.2

ELECTRICAL PERMIT FEES Electrical permit fees are set by the State and are subject to change and are currently:

Project valuation is not more than $2000.00 --- Fee = $67.00
Project Valuation is ≥ $2000.00 ---- Fee = $6.00 per $1000 of the project valuation or fraction thereof plus $67.00
Re-inspection fee - $75.00

TABLE 3.3

OTHER INSPECTIONS AND FEES:

1. Demolition $ 50.00
2. Tents, Temporary Buildings, Mobile Units $25.00 per 1,000 square feet or fraction thereof
3. Inspections outside of normal business hours $100.00 (per hour*) minimum for the 1st Inspection +$50.00 for each additional inspection.
4. Re-inspection fees assessed under provisions Section 305.8 $75.00 per hour*
5. Inspections for which no fee is specifically indicated; (minimum charge – one hour) $75.00 per hour
6. Additional plan review required by changes after second submittal, deferred submittals, additions or revisions to approved plans.
7. All fire related permits shall have a base fee of $200 plus the building valuation including plan review.
8. Temporary Certificate of Occupancy Request, $300. TCO Extension requests will require an additional $150. *or the total hourly cost to the Town of Parker whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

TABLE 3.3

OTHER INSPECTIONS AND FEES:

Demolition $ 50.00
Tents, Temporary Buildings, Mobile Units $25.00 per 1,000 square feet or fraction thereof
Inspections outside of normal business hours $100.00 (per hour*) minimum for the 1st Inspection +$50.00 for each additional inspection.
Re-inspection fees assessed under provisions Section 305.8 $75.00 per hour*
Inspections for which no fee is specifically indicated; (minimum charge – one hour) $75.00 per hour
Additional plan review required by changes after second submittal, deferred submittals, additions or revisions to approved plans.
All fire related permits shall have a base fee of $200 plus the building valuation including plan review.
Temporary Certificate of Occupancy Request, $300. TCO Extension requests will require an additional $150.
*or the total hourly cost to the Town of Parker whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

TABLE 3.4 ELEVATOR/ESCALATOR FEES

Elevator Annual Certification Inspection (Hydraulic or Traction) $200.00 (2 per Year)
Escalator Certification Inspection (internal and External Witnessed Step Skirt Index) $1,100.00 (1 per Year)
New Commercial Elevator plan review and inspections $825.00 per elevator
Platform or Dumbwaiter including plan review and inspections $550.00 per each New Residential Elevator plan review and inspections $550.00 per elevator
Special Elevator/Escalator inspections $110.00 per hour
5 year Witnessed Hydraulic Elevator Test $200.00
5 year Witnessed Traction Elevator test $500.00
Major or Minor Modernization including plan review and inspections $550.00 per each

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Kristin Hoffmann, Deputy Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **CHERRY CREEK SOUTH METROPOLITAN DISTRICT NO. 10**
(Continued from 5/18/20 and to be continued to June 15, 2020)

Department: **Town Attorney, Kristin Hoffmann**

EXECUTIVE SUMMARY

The resolution approves the service plan for Cherry Creek South Metropolitan District No. 10. The ordinance approves the intergovernmental agreementwith the District.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

In October 2004, the Town Council approved the Consolidated Service Plan (the "Original Service Plan") for Cherry Creek South Metropolitan District Nos. 2 – 11 (the "Cherry Creek Districts"). At the time of Town approval of the Original Service Plan it was anticipated that the Cherry Creek Districts would collectively undertake the financing and construction of the public improvements. However, as a result of the sale of the property to differing interests with differing development plans, it is no longer feasible or practicable for the Cherry Creek Districts to operate under the Original Service Plan.

In 2016, the Town Council approved the amended and restated consolidated service plan for District Nos. 2 and 3, and they operate independently from District Nos. 4-11. District No. 10 has submitted an application to amend and restate its service plan. This plan is submitted and processed under the recently approved metropolitan district policies.

FINANCIAL IMPACT

Under the terms of the intergovernmental agreement, the District agrees to impose a property tax of 5 mills, which will be remitted to the Town for the planning, design, financing, acquisition,

construction, operation and maintenance of the Town infrastructure identified in Exhibit B of the intergovernmental agreement.

STRATEGIC GOAL(S)

INNOVATE WITH COLLABORATIVE GOVERNANCE

ENHANCE ECONOMIC VITALITY

ATTACHMENTS

None

RECOMMENDED MOTION

I move to continue the Public Hearing to June 15, 2020, on second reading.

PARKER
COLORADO

Request for Town Council Action

Date: June 1, 2020

Submitted By: Kristin Hoffmann, Deputy Town Attorney

Reviewed By: Michelle Kivela, Town Administrator

Title: **CHERRY CREEK SOUTH METROPOLITAN DISTRICTS NOs. 4-9 and 11**
(Continued from 5/18-20 and to be continued to 6/15/20)

Department: **Town Attorney, Kristin Hoffmann**

EXECUTIVE SUMMARY

These resolutions approve the service plans for Cherry Creek South Metropolitan District Nos. 4-9 and 11. The ordinances approve the intergovernmental agreements with the Districts.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

In October 2004, the Town Council approved the Consolidated Service Plan (the "Original Service Plan") for Cherry Creek South Metropolitan District Nos. 2 – 11 (the "Cherry Creek Districts"). At the time of Town approval of the Original Service Plan it was anticipated that the Cherry Creek Districts would collectively undertake the financing and construction of the public improvements. However, as a result of the sale of the property to differing interests with differing development plans, it is no longer feasible or practicable for the Cherry Creek Districts to operate under the Original Service Plan.

In 2016, the Town Council approved the amended and restated consolidated service plan for District Nos. 2 and 3, and they operate independently from District Nos. 4-11. District Nos. 4-9 and 11 have submitted an application to amend and restate their service plans (one for District Nos. 4-6 and one for District Nos. 7-9 and 11; and one for District No. 10). These plans are submitted and processed under the recently approved metropolitan district policies.

FINANCIAL IMPACT

Under the terms of the intergovernmental agreements, the Districts agree to impose a property tax of 5 mills, which will be remitted to the Town for the planning, design, financing,

acquisition, construction, operation and maintenance of the Town infrastructure identified in Exhibit B of the intergovernmental agreements.

STRATEGIC GOAL(S)

INNOVATE WITH COLLABORATIVE GOVERNANCE

ENHANCE ECONOMIC VITALITY

ATTACHMENTS

None

RECOMMENDED MOTION

I move to continue the Public Hearing to June 15, 2020, on second reading.