



TOWN BOARD REGULAR MEETING

November 26, 2012 - 7:00 P.M.

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
4. Board Liaison Reports
 - Town Board Member Baker – Parks, Recreation, and Culture Advisory Board; Cache La Poudre Trail Board Alternate
 - Town Board Member Thompson – Planning Commission; Tree Board; Great Western Trail Authority
 - Mayor Pro-Tem Melendez – Downtown Development Authority; Chamber of Commerce; North Front Range/MPO Alternate
 - Town Board Member Rose – Water & Sewer Board; Windsor Housing Authority, Planning Commission Alternate
 - Town Board Member Bishop-Cotner – Historic Preservation Commission; Clearview Library Board
 - Town Board Member Adams – Cache La Poudre Trail Board; Student Advisory Leadership Team (SALT)
 - Mayor Vazquez – North Front Range/MPO
5. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Town Board.

*Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three **(3) minutes**. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.*

B. CONSENT CALENDAR

1. Minutes of the November 13, 2012 Regular Town Board Meeting and Minutes of the November 19, 2012 Special Town Board Meeting – P. Garcia
2. Liquor License Renewal – Rempe Holdings, Inc., dba Uncorked Wine & Liquor, Retail License – P. Garcia
3. Special Event Liquor License – Our Lady of the Valley Catholic Church – P. Garcia
4. Resolution No. 2012-74 - A Resolution of Support for the Town's Efforts at Seeking a Grant From the Colorado Department of Local Affairs Energy and Mineral Impact Assistance Funds for the Purpose of Building a Water Storage Tank – L. Blomberg
5. Resolution No. 2012-75 - A Resolution Vacating Town-Owned Street Right-Of-Way Located Within the Windshire Park Subdivision in the Town of Windsor, Colorado – B. Walker

C. BOARD ACTION

1. Ordinance No. 2012-1441 – An Emergency Ordinance Amending Town of Windsor Ordinance No. 2012-1440 Concerning the Establishment of a Special Fee for the Corridor Activity Center (“CAC”) in the Town of Windsor, Colorado
 - Legislative action
 - Staff presentation: John Frey, Town Attorney
2. Ordinance No. 2012-1442 – An Ordinance Amending the Windsor Municipal Code with Respect to the Date Upon Which Liquor Occupation Tax Renewal Fees must be Paid
 - First Reading
 - Legislative action
 - Staff presentation: Patti Garcia, Town Clerk
3. Resolution No. 2012-76 - A Resolution of the Windsor Town Board Approving an Amended Master Plan for the Windshire Park Subdivision to the Town of Windsor, Colorado
 - Quasi-judicial action
 - Staff presentation: Brett Walker, Associate Planner
4. Public Hearing – Approval of Final Major Subdivision – Windshire Park Subdivision, Third Filing – Dino DiTullio, Windsor Farms Investment, LLC, applicant
 - Quasi-judicial action
 - Staff presentation: Brett Walker, Associate Planner
5. Resolution No. 2012-77 - A Resolution of the Windsor Town Board Approving the Final Plat for the Windshire Park Subdivision, Third Filing, to the Town of Windsor, Colorado
 - Quasi-judicial action
 - Staff presentation: Brett Walker, Associate Planner
6. Resolution No. 2012-78 - A Resolution of the Windsor Town Board Approving a Site Plan for Lot 1 and Lot 2, Block 32, of the Windshire Park Subdivision, Third Filing, to the Town of Windsor, Colorado
 - Quasi-judicial action
 - Staff presentation: Brett Walker, Associate Planner
7. Resolution No. 2012-79 - A Resolution Approving the Schedule of Fees Applicable to Liquor Licensing Administration within the Town of Windsor, Colorado
 - Legislative action
 - Staff presentation: Patti Garcia, Town Clerk
8. Public Hearing 2013 Budget
 - Legislative action
 - Staff presentation: Dean Moyer, Director of Finance
9. Resolution No. 2012-80 - A Resolution Summarizing Expenditures And Revenues For Each Fund, And Adopting A Budget For The Town Of Windsor, Colorado, For The Calendar Year Beginning On The First Day Of January, 2013, And Ending On The Last Day Of December, 2013, And Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount And For The Purpose As Set Forth Below, For The Town Of Windsor, Colorado, For The 2013 Budget Year
 - Legislative action
 - Staff presentation: Dean Moyer, Director of Finance

10. Resolution No. 2012-81 - A Resolution Levying General Property Taxes For The Taxable Year 2012 To Help Defray The Costs Of Government For The Town Of Windsor, Colorado, For The 2013 Budget Year (Weld County)
 - Legislative Action
 - Staff presentation: Dean Moyer, Director of Finance

11. Resolution No. 2012-82 - A Resolution Levying General Property Taxes For The Taxable Year 2012 To Help Defray The Costs Of Government For The Town Of Windsor, Colorado, For The 2013 Budget Year (Larimer County)
 - Legislative action
 - Staff presentation: Dean Moyer, Director of Finance

12. Resolution No. 2012-83 – A Resolution of the Town Board of the Town of Windsor, Colorado, Approving the 2013 Windsor Downtown Development Authority Budget; Making Annual Appropriations for the Windsor Downtown Development Authority for the Fiscal Year Ending December 31, 2012; and Fixing the Mill Levy for the Windsor DDA District for the Fiscal Year Ending December 31, 2013
 - Legislative action
 - Staff presentation: Kelly Arnold, Town Manager

13. Financial Report – October 2012
 - Staff Presentation: Dean Moyer, Director of Finance

D. COMMUNICATIONS

1. Communications from the Town Attorney
2. Communications from Town Staff
3. Communications from the Town Manager
4. Communications from Town Board Members

E. ADJOURN



TOWN BOARD REGULAR MEETING

November 13, 2012 - 7:00 P.M.

Town Board Chambers, 301 Walnut Street, Windsor, CO 8055

MINUTES

A. CALL TO ORDER

Mayor Vazquez called the regular meeting to order at 7:03 p.m.

1. Roll Call

Mayor John Vazquez
Mayor Pro-Tem Kristie Melendez
Myles Baker
Don Thompson
Jeremy Rose
Robert Bishop-Cotner
Ivan Adams

Also present:

Town Manager
Management Assistant
Town Attorney
Town Attorney
Chief of Police
Business Development Manager
Director of Planning
Associate Planner
Director of Parks & Recreation
Art & Heritage Manager
Director of Human Resources
Director of Public Works
Director of Engineering
Deputy Town Clerk
Kelly Arnold Town
Lindsey Blomberg
Ian McCargar
John Frey
John Michaels
Stacy Johnson
Joe Plummer
Brett Walker
Melissa Chew
Carrie Knight
Mary Robins
Terry Walker
Dennis Wagner
Mary Lee

2. Pledge of Allegiance

Town Board Member Baker led the Pledge of Allegiance

3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

Town Board Member Thompson moved to approve the Agenda as presented; Town Board Adams seconded the motion. Roll call on the vote resulted as follows:

Yeas - Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams
Nays - None. Motion carried.

4. Board Liaison Reports

- Town Board Member Baker - Parks, Recreation, and Culture Advisory Board (PReCAB); Cache La Poudre Trail Board Alternate
Mr. Baker reported PReCAB will meet on December 4, 2012.
Town Board Member Thompson - Planning Commission; Tree Board; Great Western Trail Authority
Mr. Thompson reported the Planning Commission has provided a recommendation to approve a Conditional Use Grant, which will be discussed as Action Items 4 & 5 of this meeting.
Mayor Pro-Tem Melendez - Downtown Development Authority (DDA); Chamber of Commerce; North Front Range/MPO Alternate
Ms. Melendez told of holiday events being planned for downtown Windsor. The Windsor Wonderland will take place on December 1 and will offer prizes and enticements to local shoppers. She noted this is a collaborative effort between the Chamber and the DDA. Ms. Melendez also commented the DDA budget will be on the November 21, 2012 agenda for consideration.

Ms. Melendez added the NFRMPO has selected a new Executive Director and a formal announcement of that will be forthcoming. She reported the VanGo program will carry a 3% fare increase in 2013.

She added CDOT has approved a traffic signal at the intersection of State Highway 257 and Crossroads Blvd. The \$200,000 cost is paid in part with Region IV Faster safety funds. Ms. Melendez completed her report with an air quality update, noting the Region II motor vehicle inspection program will be expanded from 4 to 7 years. She explained the MPO is in favor of the use of onboard diagnostics, continuation of the rapid screen remote testing program, and the possible implementation of a decentralized vendor or local inspection services program.

- Town Board Member Rose – Water & Sewer Board; Windsor Housing Authority, Planning Commission Alternate
Mr. Rose explained the Windsor Housing Authority met earlier today and he was unable to attend. Town Board Member Rose noted the Water and Sewer Board will meet next on December 12, 2012.
- Town Board Member Bishop-Cotner – Historic Preservation Commission (HPC); Clearview Library Board
Mr. Bishop-Cotner told Board Members the Historic Preservation Commission has recommended approval of the application for Preserve America Designation, noting that application will be presented as Action Item 7 of this meeting. He noted the HPC and the DDA will hold a joint meeting early in 2013. Mr. Bishop-Cotner also reported the 2013 Clearview Library Budget can be viewed on their web site.
- Town Board Member Adams – Cache La Poudre Trail Board; Student Advisory Leadership Team (SALT)
Mr. Adams reported the Trail Board met last week and the focus of their discussions centered on cooperative planning with the City of Greeley. He noted the Cache La Poudre Trail Board will hold a retreat on December 5. Mr. Adams also noted members of SALT will be in attendance on November 26 and will present a report of their activities at that time.

5. Public Invited to be Heard
There was no public comment.

B. CONSENT CALENDAR

1. Minutes of the October 22, 2012 Regular Town Board Meeting – P. Garcia
2. Liquor License Renewal – Safeway Store #1791, 3.2% Beer Retail License (Off Premises) – P. Garcia
3. Liquor License Renewal – Chimney Park, Inc. dba Chimney Park, Hotel & Restaurant Liquor License – P. Garcia
4. List of Bills – D. Moyer
5. Resolution No. 2012-70 - Authorizing Director of Planning Joseph P. Plummer to Execute all Documents Associated with the Community Development Block Grant for the Windsor Housing Authority Workforce Housing Development within the Windshire Park Subdivision - J. Plummer
6. Resolution No. 2012-71 - Approving a Memorandum of Understanding Between the Town of Windsor and the Colorado Division of Fire Prevention and Control for the Purpose of Coordinated Building Inspection Services – J. Plummer

Town Board Member Thompson moved to approve the Consent Calendar as presented; Town Board Member Bishop-Cotner seconded the motion.

Mr. Thompson sought clarification on item B.6, asking if approval would mean the Town would assume any liability. Mr. Plummer replied, all of the SAFEbuilt certifications are documented in the MOU, noting approval would allow him to appoint SAFEbuilt as the prequalified building department on behalf of the Town. He noted this agreement will allow local reviews. Ms. Melendez questioned whether there was financial liability for the Town. Mr. McCargar assured both Ms. Melendez and Mr. Thompson there would be no liability assumed by the Town.

Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams
Nays – None. Motion carried.

C. BOARD ACTION

1. Ordinance No. 2012-1438 - An Ordinance Amending Chapter 10 of the Windsor Municipal Code with Respect to Regulations Applicable to the Conduct of Persons within Town-Owned Parks and Open Space Areas – Second Reading
Town Board Member Bishop-Cotner moved to approve Ordinance 2012-1438 amending Chapter 10 of the Windsor Municipal Code with respect to regulations applicable to the conduct of persons within Town-owned parks and open space areas; Town Board Member Baker seconded the motion.

Director of Parks, Recreation & Culture Chew reviewed previous discussions related to this Ordinance, noting the amendment no longer includes the option of the Director of Parks and Recreation and Culture having the authority to make minor modifications to the regulations. Glass bottles would be allowed at Town-sponsored events with this amendment. She noted there may be an option to allow alcohol service at events through use of a Special Events Liquor License. Ms. Chew added additional grills could be placed at predetermined locations in parks for citizen use. She defined a Special Event Liquor License for Board Members. Mr. Thompson asked if there would be any allowance for individuals to consume an alcoholic beverage at a more personal event, i.e. family reunion, holiday picnic, club meeting, etc. Ms. Melendez commented she has received overwhelming negative response from her constituents regarding this Ordinance, adding she would not be able to vote in favor of the Ordinance for that reason. Other members echoed that sentiment, stressing a need to maintain safety. Members agreed more discussion and information is needed.

Mayor Vazquez opened the meeting for public comment.

Tony Bates, a Windsor resident commented his family has been having BBQ's in the parks for years. He feels the current park situation coincides with free swim beach access and suggests Members should investigate that policy as a possible contributing factor in this problem.

Tracey Ochsner, a Windsor resident added he would ask the Board to take another look at the situation and find a solution that would still allow grilling in the parks. He feels the impact of this change would fall on the wrong people; citizens who are not causing the problem. He urged the Board to reconsider.

Chief of Police Michaels spoke briefly. He noted any solution would be restrictive, and there is no one solution that will appease everyone. He reviewed the information previously presented to the Board, noting he looks forward to exploring other ideas if that is the desire of the Board. At Mr. Adams' request, Chief Michaels explained how an Ordinance allows for enforcement via issuance of a citation to violators, while a park rule is difficult to enforce. Mr. Thompson suggested looking to other communities for solutions.

Town Board Member Bishop-Cotner moved table actions on Ordinance 2012-1438 to a time to be determined at a later date; Mayor Pro-Tem Melendez seconded the motion. Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams
Nays – None. Motion carried.

2. Ordinance No. 2012-1439 – An Ordinance Approving the First Amended Intergovernmental Agreement Pertaining to the Development of the Interstate 25/State Highway 392 Interchange, and Authorizing the Mayor to Execute the Same – Second Reading
Town Board Member Bishop-Cotner moved to approve Ordinance 2012-1439 approving the first amended Intergovernmental Agreement pertaining to the development of the Interstate 25/State Highway 392 interchange, and authorizing the Mayor to execute the same; Town Board Adams seconded the motion.

Town Attorney Frey highlighted the background of this project, noting the City of Fort Collins has adopted this Intergovernmental Agreement unanimously.

Mayor Vazquez opened the meeting for public comment to which there was none.

Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams

Nayes – None. Motion carried.

3. Ordinance No. 2012-1440 - An Ordinance Establishing a Special Fee to be Paid by the Owners of Property within Close Proximity to the Reconstructed Interchange at the Intersection of Interstate 25 and State Highway 392 – Second Reading

Town Board Member Bishop-Cotner moved to approve Ordinance 2012-1440 establishing a special fee to be paid by the owners of property within close proximity to the reconstructed interchange at the intersection of Interstate 25 and State Highway 392; Mayor Pro-Tem Melendez seconded the motion.

Town Attorney Frey reminded the Board a similar Ordinance was adopted by the City of Fort Collins last week. There were no additional questions from the Board.

Mayor Vazquez opened the meeting for public comment.

Trent Horton, a Windsor resident and part-owner of the Fossil Creek Meadows subdivision, addressed the Board stating the residential portion of this subdivision should be removed from the Corridor Activity Center (CAC). He added existing residents are not impacted by this fee. He reviewed data from the Foster Study. Mr. Horton distributed a packet of information prepared by Shannon & Associates to Board Members for review. (A copy of this packet can be found as Exhibit A, attached to these minutes).

Mayor Vazquez noted the Town will continue to have discussions with parties impacted by this fee. Mr. Frey added this Ordinance may be amended at some point in the future, but this action would adopt the CAC as it is currently structured. Mr. Horton voiced a request for a special hearing to discuss the issue. Mr. Baker asked if zoning were to change within the CAC, would this issue be revisited. Mr. Frey responded potentially yes, if there is a change to the overall assessment.

Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams

Nayes – None. Motion carried.

4. Public Hearing – Conditional Use Grant for oil and gas well facilities in the Heavy Industrial (I-H) zoning district – Great Western Industrial Park, Fourth Filing, Lot 1, Block 1 – O-I Pad oil and gas wells – Janni Keidel, Great Western Oil and Gas Company, LLC, applicant/Broe Land Acquisitions II, LLC, surface property owner

Mayor Pro-Tem Melendez moved to open the public hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams

Nayes – None. Motion carried.

Associate Planner Walker presented an overview of a proposed drilling operation in Great Western Industrial Park, zoned Heavy Industrial (I-H). He noted a neighborhood meeting yielded no comments or questions from the public. The applicant is proposing 4 low-profile (8' tall) steel storage tanks, 1 fiberglass tank, and 4 three-phase separators. The Planning Commission recommends approval of this Conditional Use Grant subject to standard conditions being met by the applicant. Mr. Thompson questioned physical locations of the structures on the site, noting safety concerns.

Tom Rand, Vice President of Operations, Great Western Oil and Gas, also reviewed the physical dimensions of the tank configuration on the site, noting the setbacks are a minimum of 200' from the road. Mr. Baker questioned what the setbacks are for the tank battery. Mr. Rand answered 75'. Mr. Rose voiced concerns related to safety at drilling/fracking sites, and proposed letting residents voice their opinion officially on the issue of drilling within the Town. Mr. Rose asked about railroad setbacks. Mr. Rand answered the site is acceptable as it stands right now.

Mayor Pro-Tem Melendez moved to close the public hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams

Nayes – None. Motion carried.

5. Conditional Use Grant for oil and gas well facilities in the Heavy Industrial (I-H) zoning district – Great Western Industrial Park, Fourth Filing, Lot 1, Block 1 – O-I Pad oil and gas wells – Janni Keidel, Great Western Oil and Gas Company, LLC, applicant/Broe Land Acquisitions II, LLC, surface property owner
Town Board Member Bishop-Cotner moved to approve a Conditional Use Grant for oil and gas well facilities in Great Western Industrial Park; Mayor Pro-Tem Melendez seconded the motion.

There were no additional questions from the Board.

Roll call on the vote resulted as follows:

**Yeas –Baker, Thompson, Vazquez, Melendez, Bishop-Cotner, Adams
Nays – Rose. Motion carried.**

6. Resolution No. 2012-72 - Approving an Intergovernmental Agreement Between the Town of Windsor, Colorado, and Larimer County Law Enforcement Agencies for the Purpose of Coordinated Law Enforcement Services and Authorizing the Mayor to Execute the Same
Mayor Pro-Tem Melendez moved to approve Resolution 2012-72 approving an Intergovernmental Agreement between the Town of Windsor Colorado and Larimer County law enforcement agencies for the purpose of coordinated law enforcement services and authorizing the Mayor to execute the same; Town Board Member Adams seconded the motion.

Town Attorney McCargar explained the resolution creates a blanket authority by local law enforcement agencies to investigate and enforce Ordinances and Statutes; effectively a law enforcement assistance arrangement, replacing the situation by situation model currently in use. Chief Michaels added the resolution allows officers to perform their duties while in Larimer County. Larimer County dispatch would ask for our help in situations where appropriate and in emergencies.

Mr. Rose asked about reimbursement for services and if that was included in this agreement. Chief Michaels noted that is not automatic, but is acceptable in certain situations. Mr. Rose also questioned the indemnification clause in the agreement. Mr. McCargar clarified local governments cannot agree to indemnify each other.

Roll call on the vote resulted as follows:

**Yeas –Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams
Nays – None. Motion carried.**

7. Resolution No. 2012-73 -Approving an Application for Preserve America Designation for the Purposes of Eligibility for Future Funding Opportunities
Town Board Member Bishop-Cotner moved to approve Resolution 2012-73 approving an application for Preserve America designation for the purposes of eligibility for future funding opportunities; Town Board Member Thompson seconded the motion.

Art & Heritage Manager Knight explained the aspects of Preserve America designation and its advantages to the community, including the promotion of historic preservation within the community, the pursuit of grant moneys for education, programming, or interpretation of local historic assets. She added grant funding from this program is not for construction/rehabilitation of structures. She noted the Historic Preservation Commission supports this action.

Roll call on the vote resulted as follows:

**Yeas –Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams
Nays – None. Motion carried.**

D. COMMUNICATIONS

1. Communications from the Town Attorney
Mr. McCargar congratulated Windsor High School students for their demeanor at the court of appeals held in Windsor this week. He also noted he will be a presenter at a conference in Estes Park later this week.

2. Communications from Town Staff

Ms. Chew informed the Board of the Our Lands Our Future regional study presentation coming up this week; she will share results of that survey with the Board when they are available. Ms. Chew invited Board Members to visit an exhibit at the Art and Heritage Center on loan from the Smithsonian traveling exhibits program. She also pointed out the Greeley # 2 trail will be completed in the next few weeks and asked Board Members to utilize this new amenity. In conclusion, Ms. Chew mentioned she is working on a Safe Routes to School grant that could potentially defray some of the costs of the 7th Street trail.

3. Communications from the Town Manager

Town Manager Arnold reported the Eagle Net fiber project route may be changed to include Severance. Fees have been assessed for fiber from Interstate 25 to Windsor, and from State Highway 85 to Eaton. The proposal would include that area from Eaton into Severance and on into Windsor.

Mr. Arnold presented a brief overview of the next work session including discussions on Greenspire, an Economic Development update, an Outside Agency funding report, and a report on municipal judges. An Executive Session will follow the work session.

Mr. Arnold requested to schedule a work session following the November 26 meeting to discuss the Davis Seepage Pipe. The town board tentatively agreed to that time. In December or January there will be a discussion of the Special Events Liquor License issue. Mr. Arnold congratulated Management Assistant Blomberg for her presentation of the Strategic Plan that was distributed this evening.

4. Communications from Town Board Members

Mayor Vazquez questioned how to approach Amendment 64. Mr. McCargar noted our policies address medical marijuana but that is not the same issue as Amendment 64. He added there will not be any state licensing or regulation of the industry until next year. Mayor Vazquez expressed his desire to be proactive concerning the issue. Mr. Thompson requested staff prepare an article for the newspaper to share information on the issue with the public. Mr. Arnold suggested working with CML as they develop model policies for Colorado communities. Mr. Rose reiterated a desire to put the oil and gas issue to the voters. Mayor Vazquez noted the state is the ultimate authority for oil and gas. Mr. Rose noted Amendment 64 gives citizens a constitutional right.

Mr. Bishop-Cotner wished the best of luck to the Windsor High School football team.

Mr. Adams congratulated students for a very professional and well executed event for Veteran's Day.

E. EXECUTIVE SESSION

An executive session pursuant to Section 24-6-402 (4) (e) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators (water storage opportunities). Kelly Arnold, Dennis Wagner & Ian McCargar
Town Board Member Rose moved to adjourn to Executive Session pursuant to Section 24-6-402 (4) € for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators (water storage opportunities); Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows:

Yeas –Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams

Nays – None. Motion carried.

The meeting moved to Executive Session at 8:41 P.M.

Upon a motion duly made at 9:16 p.m., the Executive Session was closed and the Town Board returned to the Regular Meeting.

Upon returning to the regular meeting, Mayor Vazquez advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation

of the Open Meetings Law, such concerns should now be stated. Hearing none, the regular meeting resumed.

F. ADJOURN

Town Board Member Bishop-Cotner motioned to adjourn the Regular Meeting 9:16 p.m.; Town Board Member Baker seconded the motion. Roll call on the vote resulted as follows:

Yeas – Baker, Thompson, Rose, Vazquez, Melendez, Bishop-Cotner, Adams

Nays – None. Motion carried.

Mary Lee, Deputy Town Clerk

SHANNON & ASSOCIATES

REAL ESTATE APPRAISERS AND CONSULTANTS

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Fort Collins, CO 80521
Phone (970) 482-1010 · Fax (970) 221-4444
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DONALD J SHANNON MAI

November 12, 2012

Mr. Steve Pfister
Cornerstone Real Estate Investment Advisors, LLC
Cornerstone Real Estate
2706 Balmoral Court
Fort Collins, CO 80525

Re: Review of two appraisal consulting assignments concerning reimbursement for the interchange improvement at U. S. Interstate 25 and Colorado State Highway 392

Dear Mr. Pfister,

As you requested, I have studied a consulting appraisal dated January 31, 2012 by Mr. Christopher Ruff and a consulting appraisal dated September 24, 2012 by Mr. Foster.

It should be understood that this is a desk review of the two above referenced appraisals. I am familiar with the redevelopment of the subject intersection, but have not inspected or verified the comparables used by either appraiser.

My function is to study the logic and procedure used in each of the two consulting appraisals.

I have not been engaged to do a third appraisal and do not offer an opinion of value. My function is to offer an opinion as to the most appropriate analysis to land value surrounding the subject interchange.

I know and respect both of the appraisers. Both have completed extensive research of land sales near interchanges with Interstate 25 to develop estimates of land value around the I-25/Highway 392 interchange.

After studying both appraisals it is my opinion Mr. Ruff's analysis is most relevant and reliable for the following reasons.

Mr. Foster's analysis:

- Is from Denver Metropolitan Area
- Land sales were from the Denver areas where not previous interchanges existed
- The population and traffic counts are much higher than at I-25 and Highway 392
- There have been no local land sales to support Mr. Foster's \$7.00 to \$7.50
- There is no support for Mr. Foster's allocation of 25% to 50% less because of the I-25/Highway 392 interchange already existed
- Most of the land around the I-25/Highway 392 interchange is zoned residential

Mr. Ruff's analysis:

- Uses local data
- Shows that land value has not increased since the announcement or the improvement of the I-25/Highway 392 interchange
- Includes relevant previous existing commercial land values and development
- There were no new improvements around the I-25/Highway 66 interchange and land sales did not increase as the result of its improvements

In my opinion the Ruff study is more relevant as it recognizes the local market and it does not use hypothetical assumptions.

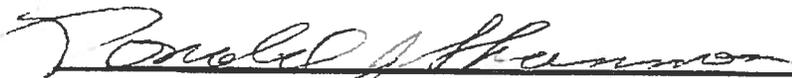
Sincerely,


Donald J. Shannon, MAI SRA

Review Certification

I certify that, to the best of my knowledge and belief:

- The facts and data reported by the review appraiser and used in the review process are true and correct.
- The analysis, opinions, and conclusions in this review report are limited only by the assumptions and limiting conditions stated in this review report, and are my personal unbiased professional analyses, opinions, and conclusions.
- I have no (or the specified) present or prospective interest in the property that is the subject of this report and I have no (or the specified) personal interest or bias with respect to the parties involved.
- My compensation is not contingent on an action or event resulting from the analyses, opinions and conclusions in, or the use of, this review report.
- My analyses, opinions, and conclusions were developed and this review report was prepared in conformity with the Uniform Standards of Professional Appraisal Practice.
- I did/ did not personally inspect the subject property of the report under review.
- No one provided significant professional assistance to the person signing this review report. (If there are exceptions, the name of each individual providing significant professional assistance must be stated.)
- As of the date of this review, I, Donald Shannon, have completed the requirements of the Continuing Education Program of the Appraisal Institute, the State of Colorado and the State of Wyoming.
- For this review assignment I do not offer an opinion of value.



Donald J. Shannon, MAI, SRA

11-12-2012

Date

Colorado-CG01313438: 12/31/2012, Wyoming-WY-78: 9/4/2013

Donald J. Shannon, MAI, SRA

Professional & Appraisal Institute Affiliations

Appraisal Institute SRA and MAI Member, International Right of Way Association Member
Colorado Certified General Appraiser # CG01313438
Wyoming Certified General Appraiser No. WY-78

Appraisal Institute Past or Present Committees or Offices:

Colorado Chapter: Admissions, Director, Secretary-Treasurer, Vice President, President

Region II: Review & Counseling Committee, Candidates Guidance Chair, Regional Representative, Regional Director, Regional Chair

National: Candidates Guidance Chair, Teaching Faculty, and National Director

Education

Bachelor of Science in Marketing & Economics from University of Missouri

Over 200 technical real estate appraisal courses and seminars including:

- *Discounted Cash Flow Analysis*
- *Market Analysis*
- *Investment Analysis*
- *Subdivision Analysis*
- *Uniform Standards of Professional Practice*
- *Feasibility Analysis and Highest & Best Use*
- *Mortgage Fraud*
- *Eminent Domain*
- *Distressed Commercial Real Estate*
- *Livestock Ranches*
- *Fair Lending*
- *Business Valuation*
- *Reviewing Appraisals*
- *Appraisal of Leaseholds*
- *Appraisal of Partial Interest*
- *Appraisal Consulting*
- *Standards for Federal Acquisitions (Yellow Book)*
- *Green Building Certificate Program (Colorado State University)*
- *Valuing Green Buildings - Appraisal Institute*

Appraisal Practice

Owner/Manager of Shannon & Associates, Real Estate Appraisers and Consultants

Independent real estate appraiser since 1971 completing a wide variety of appraisal assignments including:

- Office Buildings
- Motels & Hotels
- Shopping Centers
- Industrial Buildings
- Warehouse Buildings
- Medical & Surgical Centers
- Hospitals
- Event Centers
- Single & Multi-Tenant Retail
- Self-Storage
- Health Clubs
- Golf Courses
- Multi-Family
- Education Facilities
- Mobile Home/R.V Parks
- Farms & Ranches
- Guest Ranches
- Appraisal Reviews
- Mountain Resorts
- Rural Tracts
- Development Land
- Subdivisions
- Eminent Domain
- Conservation Easements
- Leaseholds and Partial Interest
- Feasibility Analysis
- Real Estate Counseling
- Qualified Litigation Support
- Solar Building

Specialized in Passive Solar homes in the early 1980s and built a solar home in 1985. Owns and manages various apartments, office buildings, shopping center and a service station. 1986 appraisal and subsequent court testimony in the LaPlatta Electric v. Cummris case before the Colorado Supreme Court resulted in a major policy change in condemnation law.

SHANNON & ASSOCIATES

Real Estate Appraisers & Consultants

215 W Oak Street, Suite 501, Fort Collins, CO 80521

Phone: (970) 482-1010 Don@a.shannonmai.com

Donald J. Shannon, MAI, SRA

STATE OF COLORADO
Department of Regulatory Agencies
Division of Real Estate

Active
Cert Gen Appraiser

PRINTED ON SECURE PAPER

1313438 Number	Jan 1 2010 Issue Date	Dec 31 2012 Expires
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DONALD JOSEPH SHANNON
FORT COLLINS, CO 80521

[Signature]
Program Administrator

[Signature]
Licensee Signature

STATE OF WYOMING

Permit Number 78

NON TRANSFERABLE
№ 00502

CERTIFIED REAL ESTATE APPRAISER PERMIT

DONALD J. SHANNON
CERTIFIED GENERAL APPRAISER
AS PROVIDED FOR BY THE LAWS OF WYOMING.

Issued: 09/05/2011
Expires: 09/04/2013

COPY

AUTHORIZED BY THE WYOMING CERTIFIED
REAL ESTATE APPRAISER BOARD WITNESS MY
HAND AND THE OFFICIAL SEAL AT CHEYENNE,
WYOMING

SHANNON & ASSOCIATES APPRAISERS
215 WEST OAK STREET, STE. 501
FT. COLLINS, CO 80521

Trenton Hogg
Trenton Hogg Executive Director

SHANNON & ASSOCIATES
Real Estate Appraisers & Consultants

215 W Oak Street, Suite 501, Fort Collins, CO 80521
Phone: (970) 482-1010 Don@shannonmai.com



TOWN BOARD SPECIAL MEETING

November 19, 2012 – Immediately following the work session
Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

MINUTES

A. CALL TO ORDER

Mayor Vazquez called the Special Meeting to order at 9:44 p.m.

1. Roll Call

Mayor John Vazquez
Mayor Pro-Tem Kristie Melendez
Myles Baker
Don Thompson
Jeremy Rose
Robert Bishop-Cotner
Ivan Adams

Others present:

Kelly Arnold
Ian McCargar
John Frey

B. EXECUTIVE SESSION

An executive session pursuant to Section 24-6-402 (4) (f) (I) for the purpose of discussing personnel matters involving more than one employee, none of whom have requested an open meeting (Town Manager Annual Review; Town Attorney Annual Review) - Kelly Arnold, Ian McCargar & John Frey

Mayor Pro-Tem Melendez motioned to go into an executive session pursuant to Section 24-6-402 (4) (f) (I) for the purpose of discussing personnel matters involving more than one employee, none of whom have requested an open meeting (Town Manager Annual Review; Town Attorney Annual Review) - Kelly Arnold, Ian McCargar & John Frey; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Baker, Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

The meeting moved to Executive Session at 8:57 p.m.

Upon a motion duly made at 10:41 p.m., the Executive Session was closed and the Town Board returned to the Special Meeting.

Upon returning to the regular meeting, Mayor Vazquez advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law, such concerns should now be stated. Hearing none, the Special Meeting resumed.

C. ADJOURN

Town Board Member Bishop-Cotner motioned to adjourn the Special Meeting at 10:42 p.m.; Mayor Pro-Tem Melendez seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

Patti Garcia, Town Clerk



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk
Re: Liquor License Renewal – Uncorked Wine & Liquor
Item #: B.2.

Background / Discussion:

Rempe Holdings, Inc. dba Uncorked Wine & Liquor, Windsor, CO has applied for a renewal of their Retail Liquor License. The current license has an expiration date of November 27, 2012 and the application was received by the Town of Windsor prior to it expiring. The application has been reviewed by the Town Clerk's office and the respective license fees have been submitted.

The application was turned over to the Windsor Police Department for investigation. The Department's review did not find any issues that would affect the consideration of the renewal.

The application was also provided to the Finance Department. The Department's review did not present any unfavorable information which would affect the status of the license.

Financial Impact:

None

Relationship to Strategic Plan (optional):

Develop, grow, and strengthen the local retail and industrial economy.

Recommendation:

Staff recommends approval of the liquor license renewal.

Attachments:

None.



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk
Re: Liquor License Special Event Permit – Our Lady of the Catholic Parish
Item #: B.3.

Background / Discussion:

Our Lady of the Catholic Parish has applied for a Special Event Liquor License to serve alcohol at a New Year's Eve dinner and dance at 1250 7th Street, Windsor, CO 80550. The request is for the following date and time:

December 31, 2012 8 p.m. – 1 a.m.

The application has been reviewed and is in order. Required posting of the premise and publication of the application has been done in accordance with state liquor law requirements. The respective license fee has been submitted to the Town Clerk's office.

A special event permit may not be issued to any organization for more than fifteen days per calendar year - CRS 12-48-105(3). If approved, this will be considered as the first special event permit for Our Lady of the Catholic Parish for calendar year 2012.

The application was turned over to the Windsor Police Department for investigation. The Department's records reflect no adverse information that would affect this license.

Pursuant to the adoption of Resolution No. 2011-31, the final approval of the application is considered by the local licensing authority (Town Board). Information regarding the decision of the local licensing authority will be forwarded to the state liquor enforcement office.

Financial Impact:

None

Relationship to Strategic Plan (optional):

Develop, grow, and strengthen the local retail and industrial economy.

Recommendation:

Staff recommends approval of the request.

Attachments:

Application and Premise Diagram



Town of Windsor
 Town Clerk
 301 Walnut Street
 Windsor, CO 80550

APPLICATION FOR A SPECIAL EVENTS ALCOHOL PERMIT

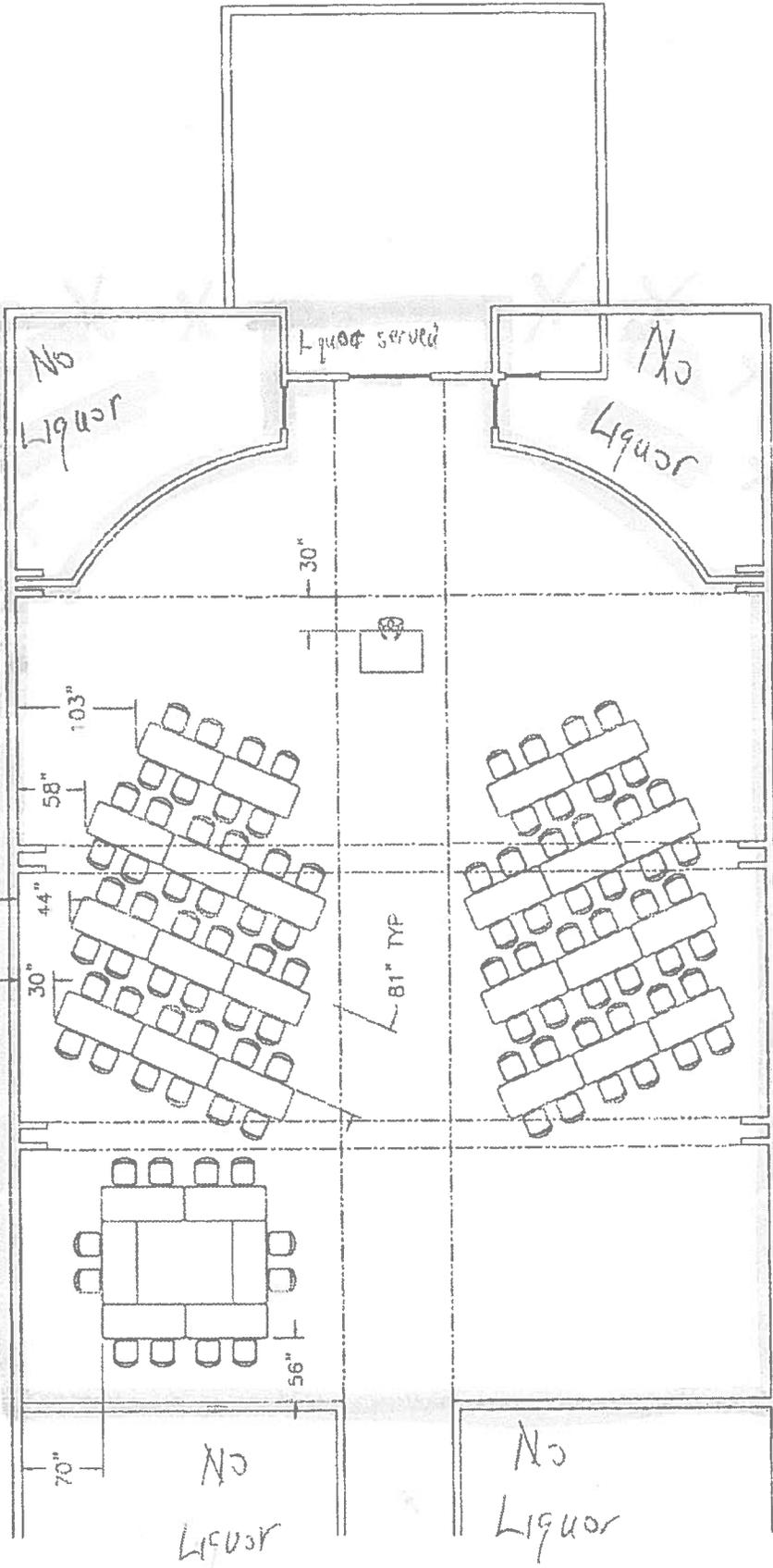
Department Use Only

In order to Qualify for a Special Events Permit, you MUST BE NONPROFIT
 AND ONE OF THE FOLLOWING:

- | | | |
|------------------------------------|---|--|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality owning Arts Facilities |
| <input type="checkbox"/> Political | <input checked="" type="checkbox"/> Religious Institution | |

TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:		DO NOT WRITE IN THE SPACE		
<input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$100 <input type="checkbox"/> FERMENTED MALT BEVERAGE (3.2 BEER) \$100		LIQUOR PERMIT NUMBER		
1. NAME OF APPLICANT Our Lady of the Valley Catholic Parish		State Sales Tax Number (Tax Exempt) 98-18879-0000		
2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE 1250 7th Street Windsor, CO 80550		3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT 1250 7th Street Windsor, CO 80550		
NAME	DATE OF BIRTH	HOME ADDRESS	PHONE NUMBER	
4. PRES. /SEC OF ORG. OR POLITICAL CANDIDATE Father James Spahn	08/28/1964	1250 7th Street Windsor, CO 80550	970-686-5084	
5. EVENT MANAGER Christopher Zuccolin	12/18/1966	1020 Medicine Man Court Windsor, CO 80550	970-686-9222	
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIALE EVENT PERMIT THIS CALENDAR YEAR <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS? <u>1</u>		7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____		
8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
Date 12/31/2012 Hours 8:00p-1:00a	Date Hours	Date Hours	Date Hours	Date Hours
OATH OF APPLICANT				
I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct and complete to the best of my knowledge				
SIGNATURE 	TITLE Event Manager		DATE November 2, 2012	
REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY				
The forgoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provision of Title 12, Article 48, C.R.S., as amended				
SIGNATURE	TITLE		DATE	

HALL-1 A



Ordered by: The Village Center - Board - 10/25/2011

HALL GENERAL LAYOUT
TABLE SETUP

W. Hatch 10/25/2011

HALL-1

1/8" = 1'-0"

TOWN OF WINDSOR

RESOLUTION NO. 2012-74

A RESOLUTION SUPPORTING THE TOWN OF WINDSOR'S EFFORTS AT SEEKING A GRANT FROM THE COLORADO DEPARTMENT OF LOCAL AFFAIRS ENERGY AND MINERAL IMPACT ASSISTANCE FUNDS FOR THE PURPOSE OF CONSTRUCTING A WATER STORAGE TANK

WHEREAS, the Town of Windsor ("Town") recognizes the need for a consistent and reliable source of treated water for its citizens and visitors; and

WHEREAS, the Town operates a water enterprise for the purpose of supplying treated water to its customers; and

WHEREAS, the Town presently has in service a two-million-gallon treated water storage tank, with adjacent space available for a second storage tank; and

WHEREAS, the Colorado Department of Local Affairs Energy and Mineral Impact Assistance Fund ("Fund") is an available source of funding for local governments to address the various impacts of oil and gas exploration activity within Colorado municipalities; and

WHEREAS, the Town has seen significant increases in the demand for treated water for use at oilfield sites in and around the Town's corporate limits; and

WHEREAS, the Town wishes to apply for grant assistance from the Fund, in order to construct an additional treated water storage tank to augment the capacity of the existing tank; and

WHEREAS, the proposed new water storage tank will provide a variety of benefits to the Town, including:

- Providing a source of water to meet peak (non-fire) demands; and
- Providing a new and reliable source of treated water for fire fighting through increased fire pressure flows;

and

WHEREAS, the proposed storage tank will enable adequate fire prevention and fire protection flows while not placing a burden on existing Town water supplies; and

WHEREAS, the Town Board believes that the Town's efforts to obtain grant funding from the Fund will assist the Town in addressing the impact of oil and gas exploration activity within Weld County and within the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The Town Board supports the efforts of its administration in securing a grant from the Colorado Department of Local Affairs – Energy and Mineral Impact Assistance Funds for the purpose of planning and constructing a three-million-gallon treated water storage tank on property adjacent to the existing Town water tank.
2. The Town Board encourages and authorizes the Town Manager to prepare applications and to provide information necessary to secure this and other available grants to facilitate planning and construction of this additional treated water storage tank.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

STATE OF COLORADO

(For Use by State)

Department of Local Affairs
ENERGY AND MINERAL IMPACT ASSISTANCE PROGRAM APPLICATION
Tier I or Tier II
Applications Must Be Submitted Electronically - Directions on Last Page

A. GENERAL AND SUMMARY INFORMATION

1. Name/Title of Proposed Project:	Town of Windsor 3-Million Gallon Water Storage Tank
---	---

2. Applicant: Town of Windsor, Colorado
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(In the case of a multi-jurisdictional application, name of the "lead" municipality, county, special district or other political subdivision).

In the case of a multi-jurisdictional application, provide the names of other directly participating political subdivisions:

3. Chief Elected Official (In the case of a multi-jurisdictional application, chief elected official of the "lead" political subdivision):

Name:	John Vazquez	Title:	Mayor
Mailing Address:	301 Walnut Street	Phone:	970-674-2400
City/Zip:	Windsor 80550	Phone:	
E-Mail Address:	jvazquez@windsorgov.com		

4. Designated Contact Person (will receive all mailings) for the Application:

Name:	Lindsey Blomberg	Title:	Management Assistant
Mailing Address:	301 Walnut Street	Phone:	970-674-2416
City/Zip:	Windsor 80550	Phone:	
E-Mail Address:	lblomberg@windsorgov.com		

5. Amount of Energy/Mineral Impact Funds requested: (Tier I; Up to \$200,000 or Tier II; Greater than \$200,000 to \$1,000,000)

\$800,000.00

6. Brief Description of the Project:

(The reason for this project application in 100 words or less)

Windsor has been in need of an additional water storage tank since 2010. The Town's Water Master Plan recommends that 3-million gallons of storage be added to the water system to address peak hour demands, fire and emergency storage through year 2030. The Town of Windsor has experienced exponential growth over the last decade and strives to provide superior utility service to each of its customers. Without adequate storage it is difficult to equalize the peak demand, especially in drought conditions, and it also creates a threat to the safety of the community if emergency situations were to arise.
--

7. Local priority if more than one application from the same local government (1 of 2, 2 of 2, etc.)

1 of 1

B. DEMOGRAPHIC AND FINANCIAL INFORMATION.

1. Population

a. What was the 2010 population of the applicant jurisdiction?	18,644
b. What is the current population?	20,455
(Current/most recent conservation trust fund/lottery distribution estimate is acceptable.) What is the source of the estimate?	State Demographer
c. What is the population projection for the applicant in 5 years?	27,730
What is the source of the projection?	State Demographer 2.8% annual growth rate

2. Financial Information (Current Year):

In the column below labeled "Applicant" provide the financial information for the municipality, county, school district or special district directly benefiting from the application. In the columns below labeled "Entity", provide the financial information for any public entities on whose behalf the application is being submitted (if applicable).

Complete items "a through i" for ALL project types:

	Applicant	Entity	Entity
a. Assessed Valuation (AV) Year: 2012	\$344,443,260		
b. Mill Levy	12.03		
c. Property Tax Revenue (mill levy x AV)	\$4,143,652		
d. Sales Tax (Rate/Estimated Annual Revenue)	3.2% / \$5,611,959	% / \$	% / \$
e. Total General Fund Budget 2012	\$12,428,039		
f. Total Applicant Budget (Sum of General Fund and all Special or Enterprise Funds)	\$35,756,163		
g. Total Multi-year Debt Obligations for all Fund Types*	\$12,460,485		
h. Total Lease-Purchase and Certificates of Participation obligations*	\$0		
i. General Fund Balance (Reserves) as of January 1 of this current calendar year.	\$4,955,433		

For projects to be managed through a Special Fund other than the General Fund (e.g. County Road and Bridge Fund) or managed through an Enterprise Fund (e.g. water, sewer, county airport), complete items "j through n":

Identify the relevant Special Fund or Enterprise Fund:

j. Special or Enterprise Fund Budget Amount	\$3,865,966		
k. Special or Enterprise Fund Multi-Year Debt Obligations*	\$28,186		
l. Special or Enterprise Fund Balance (Reserves) on January 1 of this calendar year	\$12,407,136		
m. Special or Enterprise Fund Lease-Purchase and Certificate of Participation Obligations*	\$0		
n. Special Fund Mill Levy (if applicable)	NA		

For Water and Sewer Project Only complete items "o through q":

o. Tap Fee (3/4" service)	\$6,725		
p. Average Monthly User Charge (Divide sum of annual residential revenues by 12 and then divide by the number of residential taps served.)	\$40.51		
q. Number of Taps Served by Applicant	5,520		

* Include the sum of the year-end principal amounts remaining for all multi-year debt obligations, lease purchase agreements or certificate of participation notes

C. PROJECT BUDGET. List expenditures and sources of revenue for the project. The totals on each side of the ledger must equal.

Expenditures		Sources of Revenue (Dollar for Dollar Cash Match is Encouraged)			Funding Committed
List Budget Line Items (Examples: architect, engineering, construction, equipment items, etc.)		List the sources of matching funds and indicate either cash or documentable in-kind contribution			Yes/No
		<u>Cash</u>		<u>In-Kind</u>	
Tank Construction	\$2,191,173.6	Energy/Mineral Impact Fund Grant Request	\$ 800,000		N
Construction Management	\$104,993.50	*Energy/Mineral Impact Fund Loan Request (If applicable)	\$		N
		Town of Windsor Water Fund	\$1,496,167.10		Y
TOTAL	\$2,296,167.10	TOTAL	\$2,296,167.10	\$	
Please attach a more detailed budget if available		*Loans with a 5% interest rate may only be awarded for potable water and sewer projects. Leave blank if a loan is not requested.			

D. PROJECT INFORMATION.

The statutory purpose of the Energy and Mineral Impact Assistance program is to provide financial assistance to “political subdivisions socially or economically impacted by the development, processing or energy conversion of minerals and mineral fuels.”

1. Demonstration of Need:

a. Why is the project needed at this time?

In 2002 Windsor adopted a Water Master Plan that presented a detailed analysis of future water demands, suggested system improvements and opinions of cost for the recommended infrastructure. The Master Plan outlined a need to service growth in the South Pressure Zone of Windsor by adding a water storage tank and pump station. The closed-loop pump station was constructed in 2006 at the site of the existing 2-million gallon water storage tank that was built in 1978. The Water Master Plan recommended another 3-million gallons of water storage to be added to the infrastructure by 2010 to satisfy the water storage requirements which typically include enough water for equalization of peak-hour demands, plus fire and emergency storage. In 2002, the water storage volume of the current 2-million gallon tank was projected to be sufficient through year 2010 and that was with a prediction of 5,496 water taps. Today Windsor has 5,520 water taps and in 2012 alone has processed 377 single-family building permits.

b. How does the implementation of this project address the need?

Implementation of this project will address the need for more water storage by adding 3-million gallons of storage. The 2002 Water Master Plan recommended this amount and showed that the total of 5 million gallons of storage would be satisfactory for Windsor's growing population through year 2030.

c. Does this project, as identified in this application, **completely** address the stated need? If not, please describe additional work or phases and the estimated time frame. Do you anticipate requesting Energy and Mineral Impact Assistance funds for future phases?

Yes, the additional 3 million gallons of water storage would completely address the Town of Windsor's water storage needs. The Water Master Plan shows that adding another storage tank to our existing 2 million gallon tank for a combined capacity of 5 million gallons would be efficient through year 2030. All other projects that address potable water storage needs have been implemented.

d. What other implementation options have been considered?

No other options have been considered to address the need for water storage. The construction of a concrete, in-ground storage tank to be located adjacent to Windsor's existing storage tank and using the same pump station is the most efficient option for the recommended amount of potable water storage. This project has been included in the Windsor Water Master Plan since 2002.

e. What are the consequences if the project is not awarded funds?

If the water tank project is not awarded funds it will be pushed back until another financing method becomes available. Every year that the storage tank is not constructed the town becomes more at risk of not having enough water on hand for emergency use or during extreme drought conditions. In the summer of 2012 the highest amount of water consumed in one day was 3.9 million gallons. If there were to have been a fire, or another emergency requiring a large amount of water, Windsor would have to pull water from the three providers which would push the town over the maximum amount allowed per day and could cause a large overage charge that might require a larger rate increase for Windsor water customers. With the amount of growth Windsor has seen in recent years, the peak-hour water consumption is expected to increase and adequate water storage is greatly needed to balance out peak-hour use and help prepare for times of unexpected increased consumption.

2. Measurable Outcomes:

a. Describe measurable outcomes you expect to see when implementation of this project is complete. How will the project enhance the livability* of your region, county, city, town or community (e.g. constructing a new water plant will eliminate an unsafe drinking water system and provide safe and reliable drinking water; the construction of a new community center will provide expanded community services, or projects achieving goals regarding energy conservation, community heritage, economic development/diversification, traffic congestion, etc.)?

***(Livability means increasing the value and/or benefit in the areas that are commonly linked in community development such as jobs, housing, transportation, education, emergency mitigation, health and environment)**

Sufficient potable water storage is an essential element of Windsor's water system and will help continue to provide exceptional service to the growing community. The water customers will benefit because the daily peaks of high-use will level out when the system is able to use water from the storage tank instead of pulling directly from one of the three utilities that provide the town with water. This is significant because the town has contracts with three water providers and one factor that determines the rate they charge is the daily peak demand. By adding more storage, the peak demand will become more equalized and the community

will be less likely to see rate increases as a result of high use on any given day.

b. How many people will benefit from the project? (i.e., region, county, city, town, community, subdivision, households or specific area or group; or any portion thereof)

The benefit group is all the town's water customers. Currently, there are 5,520 water accounts.

c. How will the outcome of the project be measured to determine whether the anticipated benefits to this population actually occur?

Measurement of the peak-hours of water usage after the 3 million gallon storage tank is in operation will determine whether the benefit is being realized. Comparing usage graphs that show the sharp increase and decrease of consumption on a daily basis from years when there has not been enough storage capacity, to years after this project is implemented will show the increased equalization of Windsor's water delivery and as a result, rate increases in Windsor's water purchase contracts will be more steady.

d. Does this project preserve and protect a historic building, facility or structure? If yes, please describe.

No.

e. Will this project implement an energy efficiency/strategy that could result in less carbon footprint or conserve energy use or capitalize on renewable energy technology? If yes, please describe.

No.

3. Relationship to Community Goals

a. Is the project identified in the applicant's budget or a jurisdictionally approved plan (e.g. capital improvement plan, equipment replacement plan, comprehensive plan, utility plan, road maintenance and improvement plan or other local or regional strategic management or planning document)? What is its ranking?

The construction of the 3 million gallon water storage tank is included in Windsor's Water Master Plan, Strategic Plan, and Capital Improvement Plan. The project has been rated as an *essential priority*, defined in the Capital Improvement Plan as projects that address clearly demonstrated needs or objectives.

4. Local Commitment and Ability to Pay

a. Why can't this project be funded locally?

This project has been included in the capital budget for the last three years; however it has remained in the unfunded column because the water plant investment fees collected are not enough to completely fund the project. With assistance from the Energy and Mineral Impact Program, Windsor will be able to implement the project using the funds put aside in the 2013 budget.

b. Has this project been deferred because of lack of local funding? If so, how long?

Yes, this project was recommended for construction in 2010 by the Water Master Plan. Due to lack of funding for the past 3 years Windsor has not been able to begin construction.

c. Explain the origin of your local cash match. (Note: Whenever possible, local government cash match on a dollar for dollar match basis is encouraged.)

This project was recommended for construction in 2010 by the Water Master Plan so it has been included in the budget as a future capital expenditure for several years. Windsor has been able to budget for more than half of the total project using water plant investment fees collected in the water fund.

d. What other community entities, organizations, or stakeholders recognize the value of this project and are collaborating with you to achieve increased livability of the community? Please describe how your partners are contributing to achieve the improvement to the livability of the community through this project. If in-kind contributions are included in the project budget, detailed tracking will be required on project monitoring report.

While several community entities recognize the value of this project, we currently do not have any partners.

i. Please describe the level of commitment by each collaborator. (e.g. fee waivers, in-kind services, fundraising, direct monetary contribution, policy changes.)

None

ii. Please list the value of the resources that each collaborator is bringing to the program.

e. Has the applicant dedicated the financial resources in their current budget, reserve funds and/or unused debt capacity that are being used for the local matching funds? Explain if No

Yes.

f. Have the applicant's tax rates, user charges or fees been reviewed recently to address funding for the proposed project?

Water rates are reviewed on an annual basis to align with the recommendations from the Water Rate Study that was adopted in 2011.

g. If the tax rate, user charges or fees were modified, what was the modification and when did this change occur?

The water rate structure changed from two tiers to three tiers which will take effect in January 2013. The three-tiered structure allows the town to charge a higher fee for those using more than average amounts of water on a monthly basis and encourages our customers to conserve water. The first tier represents a conservative monthly consumption, the second is an average household use, and the third represents an above-average use. The base fee and first tier will remain the same and only customers who fall in the second and third tier will see a rate increase.

h. Has the applicant contacted representatives from local energy or mineral companies to discuss the project? If yes, when was the contact and what was discussed.

No.

i. Has the applicant requested financial support from the industry? If yes, when was the contact, what amount did you request? What were the results? If no, why not?

No. Windsor has a conditional use process that outlines the community standards and specific site improvements that both the applicant and land owner agree to. Staff has focused on making sure well sites are safely integrated into the area and has never asked for financial support to fund a community project.

5. Readiness to Go

a. Assuming this project is funded as requested, how soon will the project begin? What is the time frame for completion?

Construction will begin in May 2013 and is expected to be complete by October 2013

b. Describe how you determined that the project can be completed within the proposed budget as outlined in this application? Are contingencies considered within the project budget?

The proposed budget is based on a timeline provided by Bates Engineering, the firm selected to design the 3 million gallon water storage tank in July 2012. They also provided an estimate of the total cost to construct the tank which includes project management services.

c. Has the necessary planning been completed? How? What additional design work or permitting must still be completed, if any? When? How did the applicant develop project cost estimates? Is the project supported by bids, professional estimates or other credible information? Please attach a copy of any supporting documents.

All necessary planning has been completed for this project. Since the Water Master Plan was completed in 2002, there have been steps taken to prepare for the construction of another water storage tank. In 2006, a pump station was built to accommodate the existing 2 million gallon storage tank and the future 3 million gallon storage tank. The pump station is ready to be connected to the new storage tank and will be operational with the total 5 million gallons of water storage. Additionally, the design work for the 3 million gallon storage tank was completed on October 31, 2012 by Bates Engineering. They have assembled a design package that will make the project ready to build as soon as a contractor is selected.

6. Energy & Mineral Relationship

a. Describe how the applicant is, has been, or will be impacted by the development, production, or conversion of energy and mineral resources.

The obvious impacts that oil and gas development and production have on Windsor include damage to streets, traffic control signage, railroad crossings, and other Town infrastructure caused by heavy truck traffic, all of which require Town of Windsor Public Works Department resources to fix and maintain. The truck traffic isn't limited to those operators that are drilling within the Town limits, but oftentimes includes several operators drilling in unincorporated areas in and around Town. In addition to road damage, the tracking of mud and other debris onto Town streets also requires Public Works resources in the form of street sweeping and clean-up. The less obvious (yet substantial) impact that oil and gas development has had on Windsor is the general drain on staff time involved in dealing with miscellaneous complaints, questions, etc. generated by oil and gas operations. The Town's Administration, Management, Planning and Engineering staff have spent countless hours fielding oil and gas inquiries including (but not limited to): noise complaints pertaining to 24-hour drilling and hydro-fracturing operations near residential areas; concerns with seismic studies being performed, placement of related seismic equipment on private property and reports of (alleged) property damage; and questions about oil and gas mineral rights leases that are distributed to entire neighborhoods by land men from competing oil and gas companies. Additionally, the growth of oil and gas companies in Windsor has prompted the Town Board to adopt a resolution to limit the amount of construction water that can be consumed on a monthly basis by any company in need of hydrant water. The maximum was set at 64,000 gallons per month to ensure that daily peak-usage would remain stable with the limited amount of storage capacity in Windsor's water system.

b. To further document the impact in the area, name the company or companies involved, the number of employees associated with the activities impacting the jurisdiction and other relevant, quantitative indicators of energy/mineral impact.

Oil and Gas permitting has grown significantly in Windsor. In 2010, there was only one conditional use grant approved by the Town Board for an oil and gas company to drill eight wells. In 2011, two conditional use grants were approved and a total of 27 wells were drilled. So far in 2012 there have been six conditional use grants approved, adding 71 wells, and four more are pending approval to drill another 29 wells for a total of 100 wells in 2012 alone. Accordingly, there are numerous oil and gas operators, related subcontractors and industries that impact the Windsor area. The following list is a glimpse of Windsor's primary operators and does not include the numerous subcontractors, hydro-fracturing companies, trucking companies, etc. that impact Windsor's infrastructure during initial drilling through the life of the wells:

- Great Western Oil and Gas Company LLC
- Tekton Energy
- Kerr-McGee Oil and Gas Onshore LP
- Noble Energy Inc.
- Synergy Resources
- Anadarko

The introduction of these companies has increased the number of oil and gas related employees locating in Windsor by 132 residents in the last two years and many more are expected to follow.

In addition to the aforementioned oil and gas operators and their related subcontractors, Windsor is also impacted by related oil and gas industry development in unincorporated Weld County in what is known as the Great Western Industrial Park. Over the last two years, Great Western has become the center of the oil and gas industry from all aspects. Since 2011 there have been 15 prospects from the energy-related industry looking to locate in the Great Western Industrial Park. Of those 15, eight are still actively pursuing the site. The rapid addition of oil and gas companies in and around Windsor has a significant impact. For example, heavy truck traffic to and from the Musket Corporation development (crude oil transload facility) anticipates an estimated 212 daily truck trips, all of which will utilize Town of Windsor streets to access their site in unincorporated Weld County.

7. Management Capacity

a. How will you separate and track expenditures, maintain funds and reserves for the capital expenditures and improvements as described in this project?

The expense tracking for this project will be managed internally with coordination between the finance and engineering departments.

b. Describe the funding plan in place to address the new operating and maintenance expenses generated from the project?

The new 3 million gallon water storage tank was designed to work in tandem with the existing storage tank. They are both circular post-tensioned, concrete tanks that will require the same type of maintenance that the Public Works Department is familiar with. Additional contract staff time and town staff time will be required for the maintenance of the two storage tanks and will be projected in the Public Works budget.

c. Describe the technical and professional experience/expertise of the person(s) and/or professional firms responsible to manage this project.

The Engineering Department has four licensed engineers that will be able to assist Bates Engineering who will be the primary project manager. Bates has extensive experience in both design of and construction oversight for concrete, in-ground water storage tanks.

d. Does the project duplicate service capacity already established? Is the service inadequate? Has consolidation of services with another provider been considered?

This project does not duplicate a service but it enhances and stabilizes that service that is already established by the town. Consolidation with one of the three providers that Windsor contracts with for water has been considered but is not a feasible option because of the distance from Windsor's existing storage tank.

E. HIGH PERFORMANCE CERTIFICATION (HPCP) PROGRAM COMPLIANCE.

Colorado Revised Statutes (C.R.S. 24-30-1301 to 1307) require all new facilities, additions, and renovation projects funded with 25% or more of state funds to conform with the High Performance Certification Program (HPCP) policy adopted by the Office of the State Architect (OSA) if:

- The new facility, addition, or renovation project contains 5,000 or more building square feet; **and**
- The project includes an HVAC system; **and**
- In the case of a renovation project, the cost of the renovation exceeds 25% of the current value of the property; **and**
- The project has NOT entered the design phase prior to January 1, 2008.

The HPCP requires projects achieve the highest possible LEED certification with the goal being LEED Gold. Projects are strongly encouraged to meet the Office of the State Architect's (OSA) Sustainable Priorities in addition to the LEED prerequisites. Projects funded through DOLA are required to participate in the OSA's registration and tracking process. See DOLA's [HPCP web page](#) for more information or contact your [DOLA regional manager](#).

In instances where achievement of LEED Gold certification is not practicable, an applicant may request a modification of the HPCP policy or a waiver if certain conditions exist.

Please answer the following questions:

- | | | | |
|---|-----|----|---------------|
| 1. What is the total building square footage of the new facility, addition, or renovation? | | | |
| 2. Does the project include an HVAC system? | Yes | No | X |
| 3. Is the project a renovation? (If no, please skip to Question 6 below.) | Yes | No | |
| 4. What is the current property value*? | \$ | | |
| 5. What is the total project cost for the renovation? | \$ | | |
| 6. Will you need assistance locating resources, third party consultants, or technical assistance for LEED requirements, preparing cost estimates, or otherwise complying with the HPCP? | | | |
| Yes | No | X | Explain _____ |

F. TABOR COMPLIANCE.

1. Does the applicant jurisdiction have the ability to receive and spend state grant funds under TABOR spending limitations? Explain:

Yes, the voters approved on April 6, 2004 a ballot question effectively removing all revenue and spending limits imposed by TABOR.

2. If the applicant jurisdiction receives a grant with Federal Mineral Lease funds, will the local government exceed the TABOR limit and force a citizen property tax rebate?

No, see answer to question number 1.

3. Has the applicant jurisdiction been subject to any refund under TABOR or statutory tax limitations? Explain.

No, see answer to question number 1.

4. Has the applicant sought voter approval to keep revenues above fiscal spending limits? Explain.

Yes, see answer to question number 1.

5. Are there any limitations to the voter approved revenues? (e.g., Can revenues only be spent on law enforcement or roads?)

No

6. If the applicant jurisdiction is classified as an enterprise under TABOR, will acceptance of a state grant affect this status? Explain.

No, see answer to question number 1.

G. ENVIRONMENTAL REVIEW.

Indicate below whether any of the proposed project activities:

1. Will be undertaken in flood hazard areas. Yes _____ No X
List flood plain maps/studies reviewed in reaching this conclusion. Describe alternatives considered and mitigation proposed.

Flood Insurance Rate Map Community/Panel No. 080266 0605D dated September 27, 1991 was referenced. The location of the tank site is in a Zone C (i.e. outside of the 500 year floodplain)

2. Will affect historical, archeological or cultural resources, or be undertaken in geological hazard area? Yes _____ No X
Describe alternatives considered and mitigation proposed.

The Town is not aware of any historical, archeological, cultural resources, or geological hazards at the proposed location.

3. Address any other related public health or safety concerns? Describe. Yes _____ No X

APPLICATION SUBMISSION INSTRUCTIONS AND OFFICIAL BOARD ACTION DATE (REQUIRED)

Application and attachments must be submitted electronically in

WORD .DOC (Preferred) or .PDF Format (Unsecured) to: ImpactGrants@state.co.us

In email subject line include: Applicant Local Government name and Tier for which you are applying

-example- Subject: Springfield County EIAF Grant Request, Tier 1

NOTE: Please do not submit a scanned application (scanned attachments ok).

(If you are unable to submit electronically please contact your [DOLA regional manager](#))

For any questions related to the electronic submittal please call Bret Hillberry @ 303.866.4058

Attachments List (Check and submit the following documents, if applicable):

- ▶ Preliminary Engineering Reports X
- ▶ Architectural Drawings X
- ▶ Cost Estimates X
- ▶ Detailed Budget
- ▶ Map showing location of the project X
- ▶ Attorney's TABOR decision X

Official Board Action taken on

November 26, 2012

Date

Submission of this form indicates official action by the applicant's governing board authorizing application for these funds.



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Joseph P. Plummer, AICP, Director of Planning
Brett Walker, Associate Planner
Re: Resolution 2012-75 Vacating Town-owned street right-of-way located within the Windshire Park Subdivision in the Town of Windsor, Colorado
Item #: B.5

Background / Discussion:

The applicant, Dino DiTullio, Windsor Farms Investment, LLC, is requesting that the Town vacate a portion of Guardian Drive and all of Sweetcroft Drive. The applicant is requesting that these rights-of-way be vacated due to street realignments of both Sweetcroft Drive and Guardian Drive in the Windshire Park Subdivision Third Filing.

The Town's Engineering Department and Public Works Department has signed the enclosed Exhibit C, disclaiming interest in the rights-of-way. Additionally, utility providers have also signed Exhibit C.

Fiscal Impact: None

Relationship to Strategic Plan: N/A

Recommendation: Approval of Resolution

Attachments: Resolution, petition and exhibits

pc: Dino DiTullio, applicant
Jim Birdsall, TB Group, applicant's representative

TOWN OF WINDSOR

RESOLUTION NO. 2012-75

A RESOLUTION VACATING TOWN-OWNED STREET RIGHT-OF-WAY LOCATED WITHIN THE WINDSHIRE PARK SUBDIVISION IN THE TOWN OF WINDSOR, COLORADO

WHEREAS, by virtue of the dedications found within the recorded Windshire Park Subdivision Plat, the Town of Windsor is the owner of certain street right-of-way known generally as Guardian Drive and Sweetcroft Drive; and

WHEREAS, the Windsor Town Board has received a Petition To Vacate a portion of Guardian Drive and all of Sweetcroft Drive ("Petition"), a copy of which is attached hereto and incorporated herein by this reference as if set forth fully, and which Petition has been signed by the affected property owners; and

WHEREAS, incorporated into the Petition is the attached "Description Exhibit A", dated October 16, 2012, which contains a metes and bounds legal description of the specific street right-of-way which the affected property owners are asking be vacated by the Town; and

WHEREAS, by written acknowledgement, the affected Town Departments and utility companies have disclaimed any interest in the future use or continued maintenance of the street right-of-way which is the subject of the Petition; and

WHEREAS, although established and dedicated by means of a subdivision plat, the street right-of-way has not been used as a roadway following establishment; and

WHEREAS, the Town Board has concluded that the street right-of-way which is the subject of the Petition is of no continuing use or benefit to the Town and, therefore, can be vacated without injury to the public interest.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The street right-of-way depicted within the attached "Description Exhibit A" dated October 16, 2012 and shown on the attached Exhibit "B", is without present or future value to the Town and should be vacated.
2. The Town of Windsor has disclaimed any interest in the future use or continued maintenance of said street right-of-way described and outlined in said "Description Exhibit A" and shown on the attached Exhibit "B".
3. The Town hereby vacates the street right-of-way described within the attached "Description Exhibit A", the legal description of which is attached hereto and incorporated herein by this reference and shown on the attached Exhibit "B", which is attached hereto and incorporated herein by this reference.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



**NORTHERN
ENGINEERING**

ADDRESS:
200 S. College Ave. Suite 10
Fort Collins, CO 80524

PHONE: 970.221.4158

FAX: 970.221.4159

WEBSITE:
www.northernengineering.com

DESCRIPTION – EXHIBIT A

Sweetcroft Drive and a portion of Guardian Drive, Windshire Park Subdivision, located in the Section 7 and Section 18, Township 6 North, Range 67 West of the 6th P.M., Town of Windsor, County of Weld, State of Colorado being more particularly described as follows:

Considering the North right-of-way line of the Guardian Drive as bearing North $89^{\circ}20'27''$ East and with all bearings contained herein relative thereto:

BEGINNING at the North Quarter corner of Section 18; thence, North $00^{\circ}39'33''$ West, 40.00 feet; thence, North $89^{\circ}20'27''$ East, 967.62 feet; thence along a curve concave to the Southwest having a central angle of $48^{\circ}22'39''$, a radius of 440.00 feet, an arc length of 371.51 feet, and the chord of which bears South $66^{\circ}28'14''$ East, 360.57 feet; thence, South $42^{\circ}16'55''$ East, 260.22 feet; thence, South $47^{\circ}43'05''$ West, 80.00 feet; thence, North $42^{\circ}16'55''$ West, 260.22 feet; thence along a curve concave to the Southwest having a central angle of $48^{\circ}22'39''$, a radius of 360.00 feet, an arc length of 303.96 feet, and the chord of which bears North $66^{\circ}28'14''$ West, 295.01 feet; thence, South $89^{\circ}20'27''$ West, 565.86 feet; thence along a curve concave to the Southeast having a central angle of $90^{\circ}00'00''$, a radius of 15.00 feet, an arc length of 23.56 feet, and the chord of which bears South $44^{\circ}20'27''$ West, 21.21 feet; thence, South $00^{\circ}39'33''$ East, 199.90 feet; thence along a curve concave to the Northeast having a central angle of $41^{\circ}37'21''$, a radius of 170.00 feet, an arc length of 123.50 feet, and the chord of which bears South $21^{\circ}28'14''$ East, 120.80 feet; thence, South $42^{\circ}16'55''$ East, 661.10 feet; thence along a curve concave to the North having a central angle of $90^{\circ}00'00''$, a radius of 15.00 feet, an arc length of 23.56 feet, and the chord of which bears South $87^{\circ}16'55''$ East, 21.21 feet; thence, South $47^{\circ}43'05''$ West, 90.00 feet; thence along a curve concave to the West having a central angle of $90^{\circ}00'00''$, a radius of 15.00 feet, an arc length of 23.56 feet, and the chord of which bears North $02^{\circ}43'05''$ East, 21.21 feet; thence, North $42^{\circ}16'55''$ West, 661.10 feet; thence along a curve concave to the Northeast having a central angle of $41^{\circ}37'22''$, a radius of 230.00 feet, an arc length of 167.08 feet, and the chord of which bears North $21^{\circ}28'14''$ West, 163.43 feet; thence, North $00^{\circ}39'33''$ West, 199.90 feet; thence along a curve concave to the Southwest having a central angle of $90^{\circ}00'00''$, a radius of 15.00 feet, an arc length of 23.56 feet, and the chord of which bears North $45^{\circ}39'33''$ West, 21.21 feet; thence, South $89^{\circ}20'27''$ West, 202.36 feet; thence along a curve concave to the Southeast having a central angle of $89^{\circ}30'02''$, a radius of 30.00 feet, an arc length of 46.86 feet, and the chord of which bears South $44^{\circ}35'25''$ West, 42.24 feet; thence, South $89^{\circ}50'24''$ West, 80.00 feet; thence, North $00^{\circ}09'36''$ West, 69.04 feet to the POINT OF BEGINNING;

Containing 190,164 square feet or 4.366 acres, more or less.

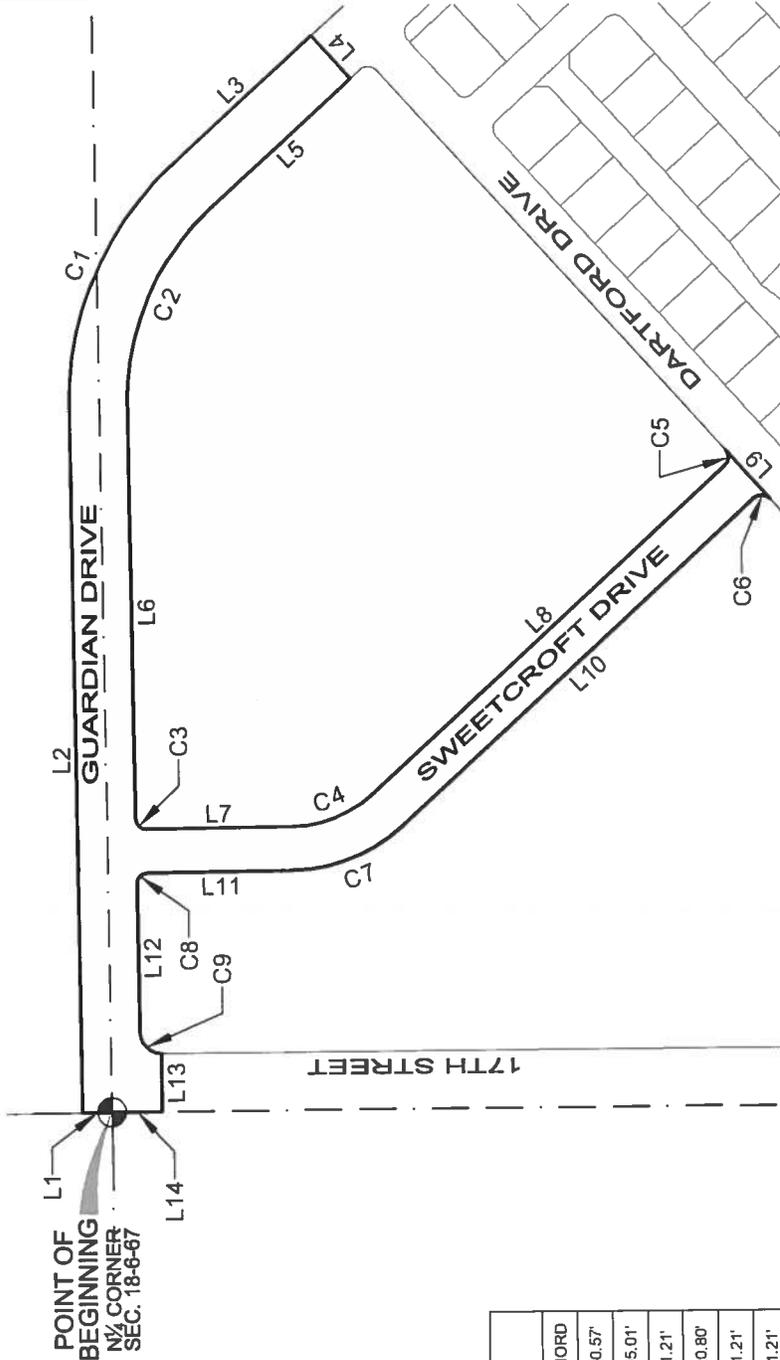
LMS

October 16, 2012

S:\Survey Jobs\156-009\Dwg\Exhibits\156-009 ROW VACATION EXHIBIT.doc

EXHIBIT B

SWEETCROFT DRIVE AND A PORTION OF GUARDIAN DRIVE, WINDSHIRE PARK SUBDIVISION, LOCATED IN SECTION 7 AND SECTION 18, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO



NORTH



NE

**NORTHERN
ENGINEERING**

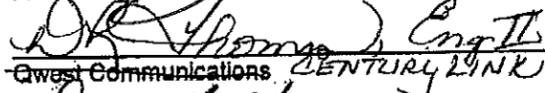
200 S College Avenue, Suite 10
Fort Collins, Colorado 80524
P: 970.221.4158 | F: 970.221.4159
www.northernengineering.com

LINE TABLE	
LINE	BEARING
L1	N00° 39' 33"W
L2	N89° 20' 27"E
L3	S42° 16' 55"E
L4	S47° 43' 05"W
L5	N42° 16' 55"W
L6	S89° 20' 27"W
L7	S00° 39' 33"E
L8	S42° 16' 55"E
L9	S47° 43' 05"W
L10	N42° 16' 55"W
L11	N00° 39' 33"W
L12	S89° 20' 27"W
L13	S89° 50' 24"W
L14	N00° 09' 36"W

Curve Table				
CURVE	DELTA	RADIUS	LENGTH	CHORD
C1	48°22'39"	440.00'	371.51'	360.57'
C2	48°22'39"	360.00'	303.96'	295.01'
C3	90°00'00"	15.00'	23.56'	21.21'
C4	41°37'21"	170.00'	123.50'	120.80'
C5	90°00'00"	15.00'	23.56'	21.21'
C6	90°00'00"	15.00'	23.56'	21.21'
C7	41°37'21"	230.00'	167.08'	163.43'
C8	90°00'00"	15.00'	23.56'	21.21'
C9	89°30'02"	30.00'	46.86'	42.24'

EXHIBIT C

The following utility providers hereby disclaim by written acknowledgement any interest in the future use or continued maintenance of the rights-of-way described as "Sweetcroft Drive" and "A Portion of Guardian Drive" as described on the attached Exhibit A and as depicted on the attached Exhibit B.

 _____ Xcel Energy	<u>11-2-12</u> Date
 _____ West Communications CENTURY LINK	<u>11-1-12</u> Date
 _____ Engineering Department, Town of Windsor, Colorado	<u>10-24-12</u> Date
 _____ Public Works Department, Town of Windsor, Colorado	<u>10-24-12</u> Date



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: John Frey and Ian McCargar, Town Attorneys
Re: Emergency Ordinance Amending Town of Windsor Ordinance 2012-1440
Concerning the Establishment of a Special Fee for the Corridor Activity
Center ("CAC") in the Town of Windsor
Item #: C.1.

Background and Discussion:

This ordinance amends the chart of properties and fees that were adopted by the Town Board as part of Special Fee Ordinance on November 13, 2012. The chart of properties and fees was drawn from the Foster Study. The Foster Study identifies properties and calculates fees for all property in the CAC, including properties in Fort Collins.

When the Fort Collins City Council adopted their Special Fee Ordinance on November 6, 2012, the chart they adopted mistakenly included a 19.75 acre parcel that was actually in Windsor and not Fort Collins. We perpetuated the error by creating our chart by including all parcels NOT included in the Fort Collins Special Fee Ordinance in the chart for the Windsor Special Fee Ordinance. This excluded the parcel in question.

The error was discovered on November 19, 2012. Fort Collins and Windsor agreed that this was a clerical error that required correction. The intention to correct this error was explained to the property owner, who had no objection. The correction has no effect on the amount of fee charged to this parcel or the terms of payment of that fee.

The within ordinance will add the parcel in question to the chart of properties and fees in the Special Fee Ordinance adopted by the Town Board on November 13, 2012. On December 3, 2012, the Fort Collins City Council will act to remove the parcel from the Fort Collins Special Fee Ordinance.

Because of time constraints and the clerical nature of the correction to be made, this ordinance has been drafted as an emergency ordinance under the provisions of the Town of Windsor Charter. This means that the ordinance can be adopted by the affirmative vote of five members of the Town Board. No second reading is required and the ordinance will become effective on the date of adoption.

Fiscal Impact:

Payment of the Special Fee for the parcel in question will correctly be paid to Windsor instead of Fort Collins.

Recommendation:

Town Staff recommends adoption.

Attachments:

- Emergency Ordinance Amending Ordinance No. 2012-1440.

TOWN OF WINDSOR

ORDINANCE NO. 2012-1441

BEING AN EMERGENCY ORDINANCE AMENDING TOWN OF WINDSOR ORDINANCE 2012-1440 CONCERNING THE ESTABLISHMENT OF A SPECIAL FEE FOR THE CORRIDOR ACTIVITY CENTER (“CAC”) IN THE TOWN OF WINDSOR, COLORADO.

WHEREAS, on or about November 13, 2012 the Town Board adopted Ordinance No. 2012-1440; and

WHEREAS, the aforesaid Ordinance established a Special Fee to be imposed upon properties in the Town located in the CAC; and

WHEREAS, the aforesaid Ordinance enumerated the parcels within the CAC upon which the Special Fee was to be imposed and established the amount and conditions of payment for the Special Fee; and

WHEREAS, on or about November 6, 2102, the City Council of the City of Fort Collins adopted an ordinance similar to Ordinance No. 2012-1440, establishing a Special Fee for those properties in the CAC located in the City of Fort Collins; and

WHEREAS, as a result of a clerical error, one of the Windsor properties which should have been included in Ordinance No. 2012-1440 was excluded from that Ordinance and mistakenly included in the Fort Collins ordinance; and

WHEREAS, the City Council of the City of Fort Collins has scheduled December 3, 2012 for the adoption of an ordinance correcting this clerical error by the removal of the Windsor property from the Fort Collins ordinance; and

WHEREAS, by the provisions of this Ordinance the Town Board desires to amend Ordinance No. 2012-1440 to add the subject property to the list of properties set forth in the Windsor Ordinance; and

WHEREAS, the first of several deadlines set forth in Ordinance No. 2012-1440 requires property owners to take certain actions on or before November 30, 2012; and

WHEREAS, Ordinance No. 2012-1440 should be properly amended before that date and the last meeting of the Town Board before November 30 is November 26, 2012; and

WHEREAS, the Town Board hereby finds that an emergency exists requiring the within ordinance to be adopted as an emergency ordinance subject to adoption without a second reading; and

WHEREAS, the Town Board hereby finds and determines that the sole purpose of the within ordinance is to correct a clerical error, and that none of the limitations on the adoption of ordinances upon single reading as set forth in Section 4.11 of the Town of Windsor Home Rule Charter are applicable to the within ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. Section 17-16-20 (1) (a) of Town of Windsor Ordinance No. 2012-1440 is hereby amended to include the property hereinafter designated. Such property shall be included in "Zone C" in the listing of properties set forth in Section 17-16-20 (1) (a) of the aforesaid Ordinance.

PARCEL NUMBER: 86150-00-013
OWNER: BURNETTE/YOUNG INVESTMENTS
GROSS LAND AREA: 939,698 SQUARE FEET
DEVELOPABLE LAND AREA: 352,269 SQUARE FEET
TOTAL FEE PER SQUARE FOOT: \$.12
TOTAL FEE: \$68,104
PROXIMITY COMPONENT OF FEE: \$34,052

2. In accordance with the finding set forth herein, this Ordinance shall be adopted as an emergency ordinance under the provisions of the Town of Windsor Home Rule Charter, and such adoption is deemed necessary for the immediate preservation of public property, health, welfare, peace, or safety.

Introduced, adopted by a minimum of two-thirds (2/3's) of the Members of the Windsor Town Board in office on the date of adoption, and ordered published this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk
Re: Liquor Licensing – Collection of Occupation Tax
Item #: C.2.

Background / Discussion:

In June 1976, the Town Board passed Ordinance No. 1976-546 that defined classifications of liquor licenses, detailed the local application process, and established an annual Occupation Tax on those whose business focuses on the sale of liquor for beverage purposes. The ordinance states that tax shall be due and payable on January 1 of each calendar year. The types of licenses included on Ordinance No. 1976-546 which the Town of Windsor collects Occupation Tax on are as follows:

3.2 Beer off premise	\$100
3.2 Beer on premise	\$150
Club license	\$100
Hotel/Restaurant license	\$200
Retail Liquor Store	\$150
Tavern license	\$200

In addition to the Occupation Tax, liquor licensees are annually required to submit their renewal application along with associated fees; the renewal date is different for each licensee and is dependent on the date the license was issued by the State of Colorado.

Staff is requesting to change the collection date of the Occupation Tax to coincide with the liquor license renewal; this will allow licensees to submit both their renewal application and fees along with their Occupation Tax at the same time. This change in collection date will not create additional expense to the business owner and would allow them to complete all liquor licensing actions once per year. Adoption of the ordinance would save the Town the expense of having to mail two separate notices to the licensees; one for the annual renewal and another advising of the occupation tax due.

Financial Impact:

None.

Relationship to Strategic Plan:

Diversify, Grow, and Strengthen the Local Retail and Industrial Economy

Recommendation:

Move to adopt Ordinance No. 2012-1442, An Ordinance Amending the Windsor Municipal Code with Respect to the Date Upon Which Liquor Occupation Tax Renewal Fees must be Paid

Attachments:

Ordinance No. 2012-1442

TOWN OF WINDSOR

ORDINANCE NO. 2012-1442

AN ORDINANCE AMENDING THE WINDSOR MUNICIPAL CODE WITH RESPECT TO THE DATE UPON WHICH LIQUOR OCCUPATION TAX RENEWAL FEES MUST BE PAID

WHEREAS, the Town of Windsor (hereinafter, "Town") is a Colorado home rule municipality, with all powers and authority attendant thereto; and

WHEREAS, Chapter 6, Article I of the Windsor Municipal Code ("Code") contains provisions applicable to occupational licensing of retail liquor outlets within the Town; and

WHEREAS, Code Section 6-1-70 (a) provides that liquor occupation tax renewal fees are due on the first day of January each year; and

WHEREAS, the Town Clerk has indicated that, in order to reduce confusion and administrative duplication, the due date for payment of liquor occupation license renewal fees should correspond with the due dates for each liquor vendor's liquor license renewal; and

WHEREAS, the Town Board, being mindful of the need to deliver services efficiently and the benefits of reducing confusion for the public, has concluded that the within Code amendment is advisable in this regard.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

Section 6-1-70 (a) of the Windsor Municipal Code is hereby repealed, amended and readopted to read as follows:

Such tax shall be due and payable to the Town Clerk on the same date as the liquor license renewal fee is due for each licensee, and shall be deemed delinquent thirty (30) days after the liquor license renewal date appearing in the Town's liquor license records. Prepayment of said tax may be made in during the month preceding the liquor license renewal due date.

Introduced, passed on first reading, and ordered published this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Introduced, passed on second reading, and ordered published this 10th day of December, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Joseph P. Plummer, AICP, Director of Planning
From: Brett Walker, Associate Planner
Subject: Resolution No. 2012-76 Approving an Amended Master Plan for the Windshire Park Subdivision – Dino DiTullio, Windsor Farm Investments, LLC - applicant
Location: North of Jacoby Road, south of the Great Western Rail Road tracks, east of 17th Street, and west of 15th Street
Item #s: C.3

DISCUSSION:

The applicant, Dino DiTullio, Windsor Farm Investments, LLC, is proposing to amend the existing master plan for the subject properties. The master plan consists of approximately 188 acres and the amended master plan anticipates up to 664 residential units. The residential mix includes eighty (80) multi-family units and up to 533 single family detached units. Additionally, there is an 8.5 acre church site, 4.5 acres of open space, a one (1) acre clubhouse/pool site, and a 2.5 acre park site. (Please refer to the enclosed powerpoint presentation for comparison of the land uses that were approved on the original master plan for the Windshire Park Annexation to the land uses that are being proposed to be amended with this current submittal).

Staff is concurrently reviewing a major subdivision plat, known as the Windshire Park, Third Filing and a site plan for a workforce housing development, known as Windshire Park Third, Lots 1 & 2, Block 32 Site Plan.

Relationship to Strategic Plan The proposal advances the following Strategic Plan Goals:

Goal 1(D): Encourage healthy, family-friendly neighborhoods
Goal 1(F): Provide for diverse and healthy lifestyle choices in leisure, cultural activities and recreation

Relationship to Windsor Comprehensive Plan The proposal advances the following Vision, Goals, and Policies:

Vision F(2)b: Encouraging new development with a mixture of high quality housing.

Section III/Goal 1: Promote an adequate supply and variety of safe and economically achievable housing products to meet the current and future needs of the community.

Section III/Goal 2: Maintain housing that represents a diversity of style, density, and prices to meet the needs of Windsor residents.

Section VIII/Goal 1: Provide the basic components of neighborhood parks within an easy reach of every home in Windsor.

Recommendation: Due to the Planning Commission making its recommendation subsequent to distribution of packets, staff will be providing a verbal recommendation at the November 26, 2012 Town Board meeting.

Notification: Notice of November 21, 2012 Planning Commission public hearing and November 26, 2012 Town Board public hearing for the associated subdivision map was published in the Windsor Beacon on November 2, 2012, sent to adjacent landowners, and posted on the Town's website and bulletin board, and signs posted on the property.

Attachments: Amended Master Plan application materials, Powerpoint presentation slides, Resolution No. 2012-76

pc: Dino DiTullio, Windsor Farm Investments, LLC
Jim Birdsall, TB Group, applicant's representative
John C. Moore, Chairman, Windsor Housing Authority
Rich Ekwall, Development Director, Loveland Housing Authority
David Lingle, Aller, Lingle, Massey Architects



Amended Master Plan

Windshire Park Amended Master Plan

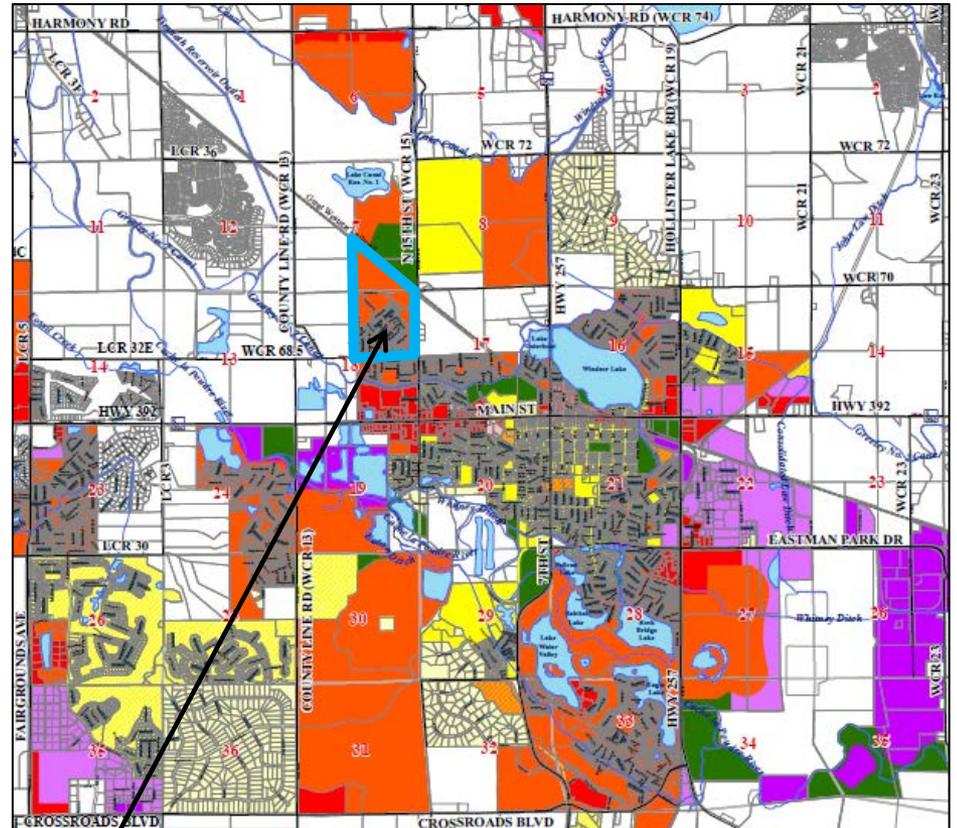
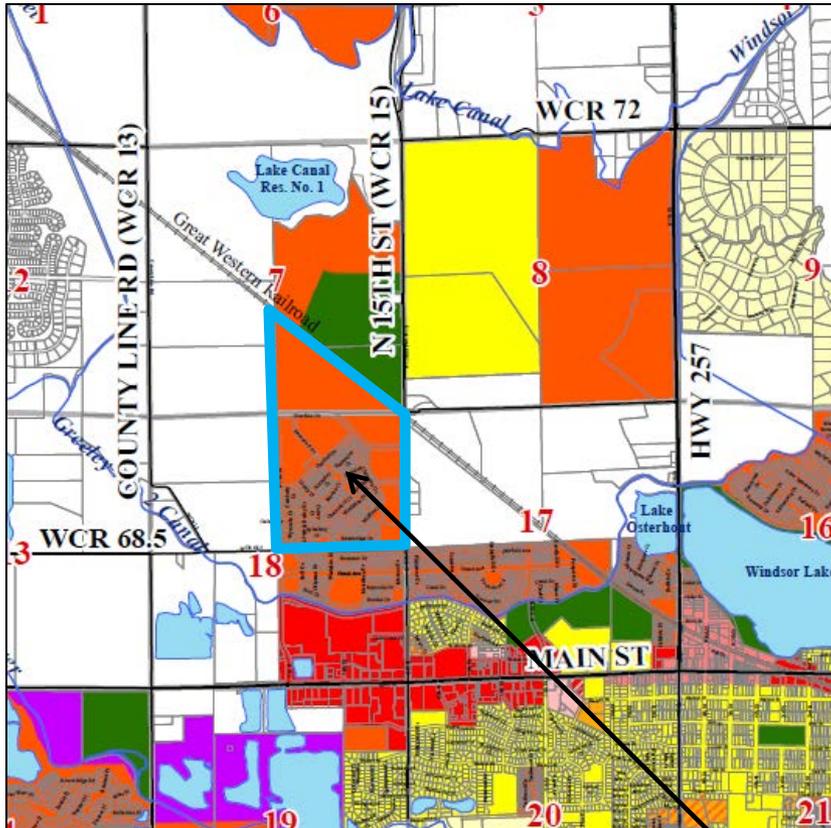
Brett Walker, Associate Planner

November 26, 2012

Town Board

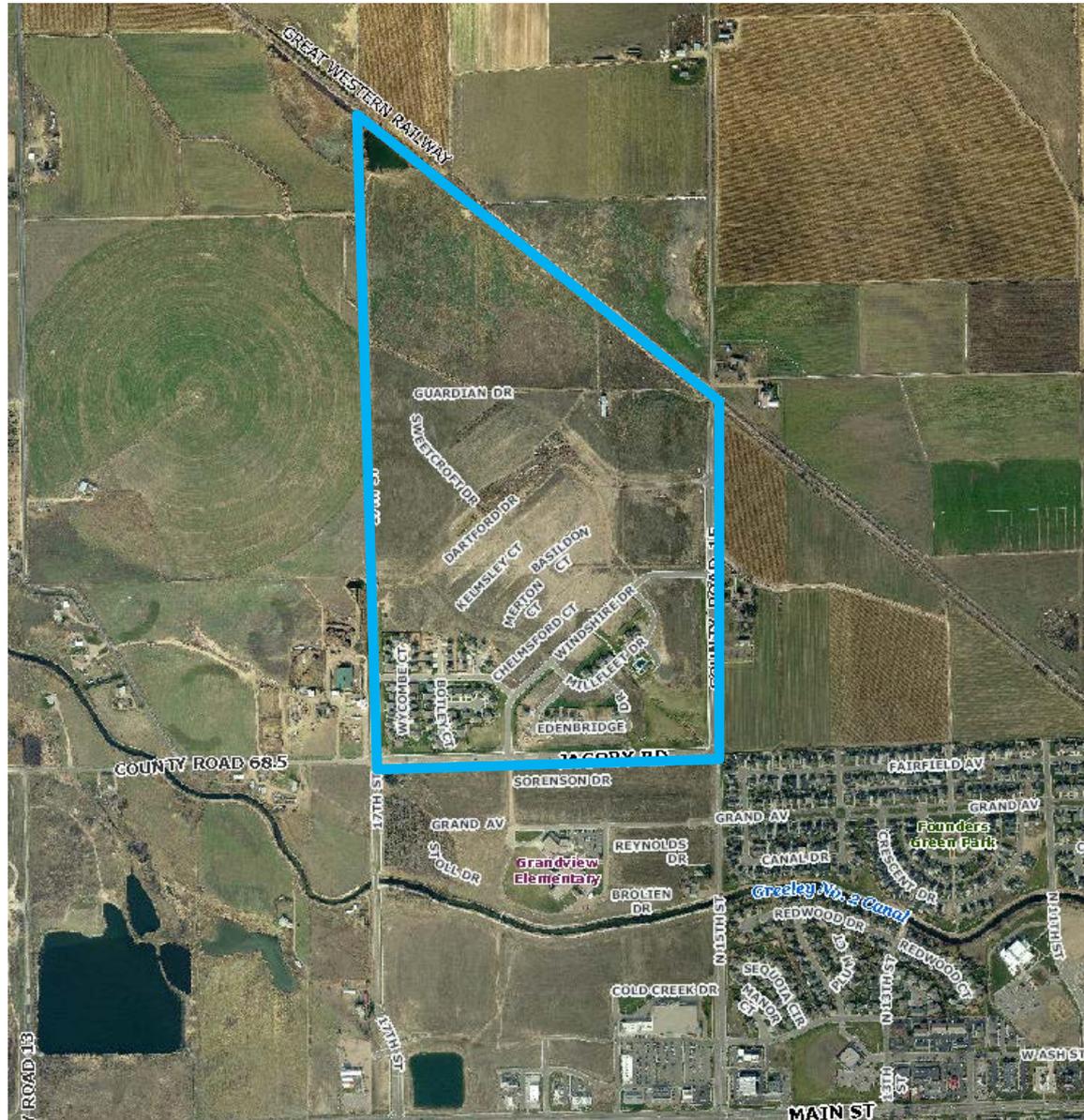
C.3

Vicinity Map/Zoning



Subject Properties

Neighborhood Context





Land Uses

Proposed

Land Use Table:

PARCEL	GROSS ACREAGE	LAND USE	MIN. LOT SIZE	GROSS DENSITY	PROPOSED UNITS	EQUIV. UNITS	ZONING
A	0.99	COMMUNITY CLUBHOUSE/POOL	N/A	-	-		RMU
B	4.51	OPEN SPACE	N/A	-	-		RMU
C	2.40	MULTI-FAMILY (PROPOSED)	N/A	15.0 D.U./AC.	36		RMU
D	3.99	MULTI-FAMILY (PROPOSED)	N/A	11.0 D.U./AC.	44		RMU
E	8.50	CHURCH, SF-1, SF-2	N/A	6.0 D.U./AC.		51	RMU
F	65.59	SINGLE FAMILY (PROPOSED)	6,000 SF	3.2 D.U./AC.	210		RMU
G	2.51	NEIGHBORHOOD PARK	N/A	-	-		RMU
H	24.84	SINGLE FAMILY (PROPOSED)	6,000 SF	3.3 D.U./AC.	82		RMU
I	75.58	SINGLE FAMILY (EXISTING)	N/A	3.2 D.U./AC.	241		RMU
NET TOTAL 188.91 ACRES				3.5 D.U./AC.	664	NET UNITS	

Existing

LAND USE TABLE

<u>LAND USE:</u>	<u>ACREAGE:</u>	<u>ZONE DISTRICT:</u>	<u>% OF GROSS:</u>
614 SINGLE FAMILY LOTS	133.49 ACRES± NET	RMU (SF1 USES)	65.8%
66 PATIO HOMES	11.26 ACRES± NET	RMU (SF2 USES)	5.6%
60 APARTMENTS	4.94 ACRES± NET	RMU (MF2 USES)	2.4%
GENERAL COMMERCIAL	7.41 ACRES± NET	RMU (GC-PUD USES)	3.7%
PARK LAND	13.99 ACRES± NET		6.9%
<u>DEDICATED 30' TRAIL</u>	<u>2.22 ACRES± NET</u>		<u>1.1%</u>
TOTAL	173.31 ACRES± NET		
<u>DEDICATED STREETS</u>	<u>29.34 ACRES±</u>		
TOTAL	202.645 ACRES± GROSS		

PROJECTED DEVELOPMENT DENSITY

TOTAL GROSS= 3.80 DU/ACRE
 TOTAL NET= 4.47 DU/ACRE
 GENERAL COMMERCIAL ACREAGE WAS NOT USED IN CALCULATING THE DEVELOPMENT DENSITIES.

TOWN OF WINDSOR PLANNING DEPARTMENT
301 Walnut Street, Windsor, CO 80550
Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

LAND USE APPLICATION FORM

Land use applications shall include all items listed in the application submittal checklist and the Town of Windsor Municipal Code (Code). The Town of Windsor Planning Department reserves the right to refuse to accept incomplete submittals. Please see the Code for submittal requirements.

APPLICATION TYPE:

- ANNEXATION
- MASTER PLAN
- REZONING
- MINOR SUBDIVISION
- LOT LINE ADJUSTMENT
- MAJOR SUBDIVISION
- SITE PLAN
- ADMINISTRATIVE SITE PLAN
- SITE PLAN - Qualified Commercial or Industrial (Fast Track)

STATUS:

- (for MAJOR SUBDIVISIONS and SITE PLANS only)
- Preliminary
 - Final

PROJECT NAME*: Windshire Park Subdivision Phase 2 Amended Master Plan
Windshire Park Subdivision First filing, located in Section 7 and Section 10, Township 6 North,
LEGAL DESCRIPTION*: Range 68 West of the 6th P.M., Town of Windsor, County of Weld, State of Colorado

PROPERTY ADDRESS (if available): _____

PROPERTY OWNER (APPLICANT):	
Owner's Name(s)*:	<u>Dino DiTullio</u>
Company:	<u>Windsor Farm Investments LLC</u>
Address*:	<u>3003 E Harmony Rd Fort Collins, CO 80528</u>
Primary Phone #*:	<u>970.207.0102</u>
Secondary Phone #:	_____
Fax #*:	_____
E-Mail*:	<u>dino@westwarddevelopment.com</u>

OWNER'S AUTHORIZED REPRESENTATIVE:	
Representative's Name:	<u>Jim Birdsall</u>
Company:	<u>TB Group</u>
Address:	<u>444 Mountain Ave., Berthoud, CO 80513</u>
Primary Phone #:	<u>970.532.5891</u>
Secondary Phone #:	_____
Fax #:	<u>970.532.5759</u>
E-Mail:	<u>jim@tbgroup.us</u>

All correspondence will only be sent to the owner's authorized representative. It is the sole responsibility of the representative to distribute correspondence to the owner and other applicable parties, i.e. engineers, architects, surveyors, attorneys, consultants, etc.

I hereby depose and state under the penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my knowledge.

Dino DiTullio, MBR 8-10-12
Signature: Owner or Owner's Authorized Representative** Date
**Proof of owner's authorization is required with submittal if signed by Owner's Authorized Representative.
Dino DiTullio
Print Name(s) *Required fields

TOWN OF WINDSOR PLANNING DEPARTMENT
 301 Walnut Street, Windsor, CO 80550
 Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

GENERAL APPLICATION OVERVIEW FORM

This form is to be completed for each application type and submitted at the same time the LAND USE APPLICATION FORM is submitted.

EXISTING ZONING: RMU	PROPOSED ZONING: n/a
TOTAL ACREAGE: 202.65 ac.	
TOTAL # OF PROPOSED LOTS: 616	
AVERAGE LOT SIZE: 8,100 s.f.	
MINIMUM LOT SIZE: 6,600 s.f.	
TOTAL # OF PROPOSED PHASES: 3	
ACREAGE PER PHASE: Phase 1 - 32.49 ac.; Phase 2 - 25.86 ac.; Phase 3 - 32.89 ac.	
LOTS PER PHASE: Phase 1 - 84 lots; Phase 2 - 75 lots; Phase 3 - 136 lots	
PARKLAND (sq. ft. & acreages): 3.162 ac.	
PARKLAND (public or private): 3.162 ac. public neighborhood park	
IRRIGATION WATER (potable or non-potable): non-potable	

UTILITIES TO BE PROVIDED BY:
WATER: Town of Windsor
SEWER: Town of Windsor
GAS: Xcel Energy
ELECTRIC: Poudre Valley REA
PHONE: Century Link Communications

IF THIS IS A FINAL APPLICATION, SUBMIT TOTALS OF THE FOLLOWING IN LINEAR FEET (use separate sheets if necessary):
PUBLIC STREETS (break down by classification/width): Urban Major Collector, 80' wide & Local, 50' wide
PRIVATE STREETS (break down by classification/width): n/a
TOTAL STREETS (break down by classification/width): Major Collector - 4,000'; Local - 12,000'; Total Streets - 16,000'
WATER LINES (break down by line sizes): 12 inch - 1,600 feet; 10 inch - 3,400 feet; 8 inch - 10,600 feet
SEWER LINES (break down by line sizes): 10 inch - 710 feet; 8 inch 13,000 feet
CURB: 32,000 feet
GUTTER:
SIDEWALK: 34,000 feet
OPEN SPACE (not to include detention areas) in sq ft & acres: 30.35 ac.
TRAIL EASEMENTS (break down by width): n/a
Developed trail (break down by width, depth & material): 6' wide concrete
Undeveloped trail (break down by width, depth & material): n/a

For office use only:		
Applicable Corridor Plan:		
Metropolitan District:		
Application fee: \$	Date received:	By:

WINDSHIRE PARK ANNEXATION AMENDED MASTER PLAN

Acknowledgement of Ownership Interest:

KNOW ALL MEN BY THESE PRESENTS, THAT THE UNDERSIGNED, BEING ALL OWNERS, LIENHOLDERS, AND HOLDERS OF ANY OWNERSHIP INTEREST AS DEFINED BY THE TOWN OF WINDSOR, OF THE LAND DESCRIBED HEREON, HAVE CAUSED SUCH LAND TO BE ANNEXED AND MASTER PLANNED AS INDICATED ON THIS MASTER PLAN. THE WITHIN MASTER PLAN IS SUBMITTED IN ACCORDANCE WITH THE WINDSOR MUNICIPAL CODE. IT IS HEREBY ACKNOWLEDGED THAT ALL CONSTRUCTION, USE AND DEVELOPMENT OF THIS PROPERTY WILL BE IN STRICT ACCORDANCE WITH THIS MASTER PLAN. IT IS FURTHER ACKNOWLEDGED THAT DEVIATION FROM THIS MASTER PLAN WITHOUT THE EXPRESS WRITTEN CONSENT OF THE TOWN OF WINDSOR MAY RESULT IN REVOCATION OF THE TOWN'S APPROVAL OF THE MASTER PLAN, DENIAL OF BUILDING PERMITS, REFUSAL TO ISSUE CERTIFICATES OF OCCUPANCY, INJUNCTIVE RELIEF PROHIBITING USE OF THE PROPERTY AND OTHER REMEDIES AVAILABLE TO THE TOWN UNDER THE WINDSOR MUNICIPAL CODE AND OTHER APPLICABLE LAWS OF THE STATE OF COLORADO. KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED HAVE CAUSED SAID LAND TO BE LAID OUT AND MASTER PLANNED UNDER THE NAME OF WINDSHIRE PARK SUBDIVISION, PHASE 2 AMENDED MASTER PLAN.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HANDS AND SEALS THIS THE _____ DAY OF _____, 20__.

OWNER _____

NOTARIAL CERTIFICATE

STATE OF COLORADO)

COUNTY OF _____)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY _____ THIS _____ DAY OF _____, 20__.

MY COMMISSION EXPIRES: _____ NOTARY PUBLIC _____

(SEAL)

Engineering Department Approval:

APPROVED THIS THE _____ DAY OF _____, 20__.

DIRECTOR OF ENGINEERING _____

Planning Commission Approval:

APPROVED THIS THE _____ DAY OF _____, 20__.

CHAIRMAN,
WINDSOR PLANNING COMMISSION _____

Planning Department Approval:

APPROVED THIS THE _____ DAY OF _____, 20__.

DIRECTOR OF PLANNING _____

Mayor's Certificate:

THIS IS TO CERTIFY THAT A MASTER PLAN OF THE PROPERTY DESCRIBED HEREIN WAS APPROVED BY RESOLUTION NO. _____ OF THE TOWN OF WINDSOR PASSED AND ADOPTED ON THIS THE _____ DAY OF _____, 20__ A.D. AND THAT THE MAYOR OF THE TOWN OF WINDSOR, AS AUTHORIZED BY SAID RESOLUTION ON BEHALF OF THE TOWN OF WINDSOR, HEREBY ACKNOWLEDGES AND ADOPTS THE SAID MASTER PLAN UPON WHICH THIS CERTIFICATE IS ENDORSED FOR ALL PURPOSES INDICATED THEREON.

MAYOR _____

ATTEST: _____
TOWN CLERK

Town Manager's Approval:

APPROVED THIS THE _____ DAY OF _____, 20__.

TOWN MANAGER _____

Public Works Department Approval:

APPROVED THIS THE _____ DAY OF _____, 20__.

DIRECTOR OF PUBLIC WORKS _____

Preparer's Certificate:

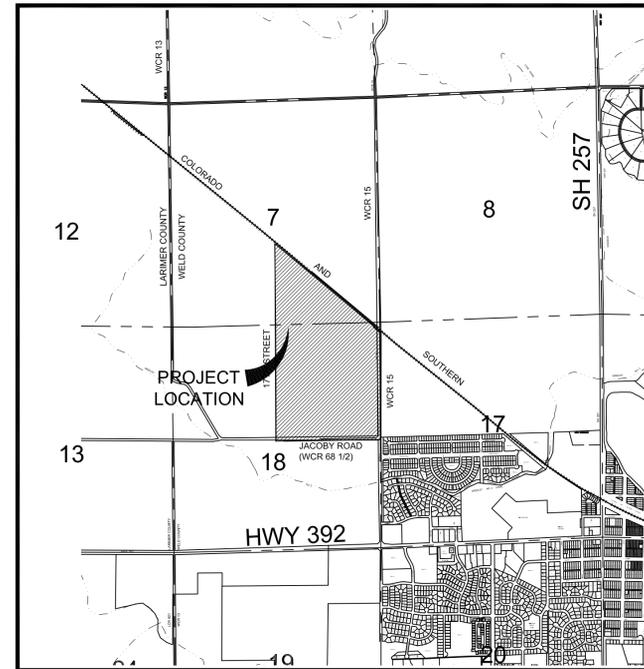
I CERTIFY THAT THIS MASTER PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION.

SIGNATURE
PREPARER OF MASTER PLAN _____

PRINT NAME
PREPARER OF MASTER PLAN _____

WINDSHIRE PARK SUBDIVISION FIRST FILING, LOCATED IN SECTION 7 AND SECTION 18, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO

Vicinity Map:



SCALE: 1" = 2000'

Property Description:

WINDSHIRE PARK SUBDIVISION FIRST FILING, LOCATED IN SECTION 7 AND SECTION 18, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO. CONTAINING 202.65 ACRES MORE OR LESS.

Basis Of Bearings And Lineal Unit Definition:

BASIS OF BEARING IS THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 18 AS BEARING SOUTH 00°23'10" EAST, AS SHOWN ON THE RECORDED PLAT OF WINDSHIRE PARK SUBDIVISION.

THE LINEAL DIMENSIONS AS CONTAINED HEREIN ARE BASED UPON THE "U.S. SURVEY FOOT."

Notice of Other Documents:

ALL PERSONS TAKE NOTICE THAT CERTAIN DOCUMENTS HAVE BEEN EXECUTED PERTAINING TO THE DEVELOPMENT, WHICH CREATE CERTAIN RIGHTS AND OBLIGATIONS OF THE DEVELOPMENT. THE DEVELOPER AND/OR SUBSEQUENT OWNERS OF ALL OR PORTIONS OF THE DEVELOPMENT SITE, MANY OF WHICH OBLIGATIONS CONSTITUTE PROMISES AND COVENANTS THAT RUN WITH THE LAND. THESE DOCUMENTS ARE OF RECORD AND ARE ON FILE WITH THE DIRECTOR OF PLANNING OF THE TOWN OF WINDSOR AND SHOULD BE CLOSELY EXAMINED BY ALL PERSONS INTERESTED IN PURCHASING ANY PORTION OF THE DEVELOPMENT SITE.

Project Team:

<p>PROPERTY OWNER: WINDSOR FARM INVESTMENTS LLC 3003 EAST HARMONY ROAD FORT COLLINS, CO 80528 970.207.0102 CONTACT: DINO DITULLIO</p>	<p>CIVIL ENGINEER: NORTHERN ENGINEERING SERVICES, INC. 200 SOUTH COLLEGE AVENUE, #10 FORT COLLINS, CO 80521 970.221.4158 970.221.4159 FAX CONTACT: GEORGE SCHOCK</p>
<p>DEVELOPER/APPLICANT: WINDSOR FARM INVESTMENTS LLC 3003 EAST HARMONY ROAD FORT COLLINS, CO 80528 970.207.0102 CONTACT: DINO DITULLIO</p>	<p>SURVEYOR: NORTHERN ENGINEERING SERVICES, INC. 200 SOUTH COLLEGE AVENUE, #10 FORT COLLINS, CO 80521 970.221.4158 970.221.4159 FAX CONTACT: GEORGE SCHOCK</p>
<p>PLANNER / LANDSCAPE ARCHITECT: THE BIRDSALL GROUP, LLC 444 MOUNTAIN AVENUE BERTHOUD, CO 80513 970.532.5891 970.532.5759 FAX CONTACT: JIM BIRDSALL</p>	<p>IRRIGATION DESIGNER: THE IRRIGATION ENGINEERS 2727 ALAN STREET FORT COLLINS, CO 80524 307.509.0238 CONTACT: TIM GROTE, P.E.</p>

Notes:

- LOCAL AND COLLECTOR STREETS MAY CHANGE LOCATION, SIZE AND CONFIGURATION AT TIME OF PLATTING.
- ALL DENSITIES AND UNIT COUNTS ARE PROJECTIONS. FINAL DENSITIES TO BE DETERMINED AT TIME OF PLATTING. NOT TO EXCEED DENSITIES ALLOWED BY TOWN OF WINDSOR MUNICIPAL CODE.
- FINAL FEE IN LIEU OF PARK LAND DEDICATION WILL BE DETERMINED AT TIME OF FINAL PLAT.
- PROPOSED TOWN OF WINDSOR TRAIL SHALL CONNECT TO EXISTING AND MASTER PLANNED TRAIL LOCATIONS.
- PROPOSED TOWN OF WINDSOR TRAIL SHALL BE BUILT TO TOWN OF WINDSOR TRAIL STANDARDS.
- THE RMU DISTRICT CONTAINS ADDITIONAL OPEN SPACE AND LANDSCAPE BUFFER SETBACKS FOR MULTI-FAMILY AND COMMERCIAL USES ADJACENT TO ARTERIALS AND COLLECTORS. OPEN SPACE AND LANDSCAPE BUFFERS SHALL BE IDENTIFIED AT THE TIME OF PLATTING.
- A NON-POTABLE WATER SYSTEM SHALL BE UTILIZED FOR IRRIGATION OF ALL DEDICATED PARKLAND.
- AREAS OF DEVELOPMENT PARCELS SHOWN ARE APPROXIMATE AND MAY VARY. EXACT LOT SIZES WILL BE DETERMINED WITH EACH PRELIMINARY AND FINAL SUBDIVISION SUBMITTAL.
- FINAL CONFIGURATION OF PARCELS AND OPEN SPACE AREAS MAY VARY FROM THAT SHOWN.
- ACTUAL NUMBER OF UNITS WILL BE DETERMINED AT TIME OF SUBDIVISION PLATTING.
- SEE PLAT AND UTILITY PLANS FOR DESIGN OF ALL EASEMENTS, LOT AREAS AND DIMENSIONS.

Sheet Index:

SHEET 1	COVER SHEET
SHEET 2	AMENDED MASTER PLAN
SHEET 3	UTILITY MASTER PLAN
SHEET 4	UTILITY MASTER PLAN
SHEET 5	DRAINAGE MASTER PLAN
SHEET 6	DRAINAGE MASTER PLAN

SEAL

PROJECT TITLE

WINDSHIRE PARK
ANNEXATION

Amended Master Plan

Windsor, Colorado

PREPARED FOR

Windsor Farm Investments,
LLC

3003 East Harmony Road
Fort Collins, Colorado 80528

970.207.0102

REVISIONS DATE

TOWN COMMENTS 10/12/12

DATE

08-10-12

SHEET TITLE

Cover Sheet

SHEET INFORMATION

1
of 6

TOWN OF WINDSOR

RESOLUTION NO. 2012-76

A RESOLUTION OF THE WINDSOR TOWN BOARD APPROVING AN AMENDED MASTER PLAN FOR THE WINDSHIRE PARK SUBDIVISION TO THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality, with all powers and authority vested in accordance with Colorado law; and

WHEREAS, the Town has in place a comprehensive system of land use regulation, the purpose of which is the protection of the public health, safety and welfare; and

WHEREAS, the Town Board previously approved a Master Plan for land uses within the Windshire Park Subdivision; and

WHEREAS, the owner/developer of the Windshire Park Subdivision has presented the Town with a proposed Amendment to the previously-approved Master Plan, a copy of which is attached hereto, incorporated herein by this reference as if set forth fully, and designated “Exhibit A”; and

WHEREAS, the proposed Amended Master Plan has been presented to the Windsor Planning Commission, and has received a recommendation for approval by the Town Board; and

WHEREAS, the proposed Amended Master Plan has been reviewed by the Town Board in accordance with applicable planning criteria.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN BOARD FOR THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. Pursuant to *Windsor Municipal Code* Section 15-2-40, the attached Amended Master Plan for the Windshire Park Subdivision is hereby approved.
2. The owner/developer is hereby instructed to comply with the requirements of *Windsor Municipal Code* Section 14-2-50 within thirty (30) days.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Joseph P. Plummer, AICP, Director of Planning
From: Brett Walker, Associate Planner
Subject: Public Hearing - Approval of Final Major Subdivision - Windshire Park Subdivision, Third Filing – Dino DiTullio, Windsor Farms Investment, LLC, applicant
Location: East of 17th Street, west of 15th Street, south of the Great Western Railroad tracks, north of Jacoby Road
Item #s: C.4 & C.5

DISCUSSION:

The applicant, Dino DiTullio, Windsor Farms Investment, LLC, has submitted a major subdivision plat, known as Windshire Park, Third Filing, within the Windshire Park Annexation and Master Plan boundary. The subdivision encompasses 97± acres and is zoned Residential Mixed Use (RMU). A total of 292 lots are proposed, consisting of 290 single family residential lots, and two multi-family residential lots. The single family residential lot sizes range from 6,400 – 14,665 sq ft, and the two multi-family residential lots total 6.4 acres. Additionally, there is a 2.5± acre park site, 23.5± acres of open space and easements, and 17.7± acres for street right-of-way.

The Town is concurrently processing an application to amend the Windshire Park Annexation Master Plan and an application for a Site Plan for an 80-unit apartment development. The master plan, known as Windshire Park Annexation Amended Master Plan, is being amended to reflect this proposed subdivision map.

The proposed subdivision is consistent with the Town's Comprehensive Plan RMU Land Use Map designation and the RMU zoning classification. The Residential Mixed Use land use designation allows flexibility in the distribution of residential densities and housing types.

Relationship to Strategic Plan The proposal advances the following Strategic Plan Goals:

Goal 1(D): Encourage healthy, family-friendly neighborhoods
Goal 1(F): Provide for diverse and healthy lifestyle choices in leisure, cultural activities and recreation

Relationship to Windsor Comprehensive Plan The proposal advances the following Vision, Goals, and Policies:

Vision F(2)b: Encouraging new development with a mixture of high quality housing.
Section III/Goal 1: Promote an adequate supply and variety of safe and economically achievable housing products to meet the current and future needs of the community.

Section III/Goal 2: Maintain housing that represents a diversity of style, density, and prices to meet the needs of Windsor residents.

Section VIII/Goal 1: Provide the basic components of neighborhood parks within an easy reach of every home in Windsor.

Recommendation: Due to the Planning Commission making its recommendation subsequent to distribution of packets, staff will be providing a verbal recommendation at the November 26, 2012 Town Board meeting.

Notification: A public hearing notice for the November 21, 2012 Planning Commission meeting and November 26, 2012 Town Board meeting was published in the Windsor Beacon on November 2, 2012. The applicant submitted an Affidavit of Mailing, stating that adjacent landowners were notified by mail on November 6, 2012. The public hearing notice was posted on the Town's website on October 31, 2012, posted on the Town Hall Bulletin Board on November 8, 2012 and signs were posted on the property on November 2, 2012.

Attachments: Application materials, Neighborhood meeting notes, Powerpoint presentation, Resolution No. 2012-77

pc: Dino DiTullio, Windsor Farm Investments, LLC
Jim Birdsall, TB Group, applicant's representative
John C. Moore, Chairman, Windsor Housing Authority
Rich Ekwall, Development Director, Loveland Housing Authority
David Lingle, Aller, Lingle, Massey Architects



Major Subdivision

Windshire Park Third Filing

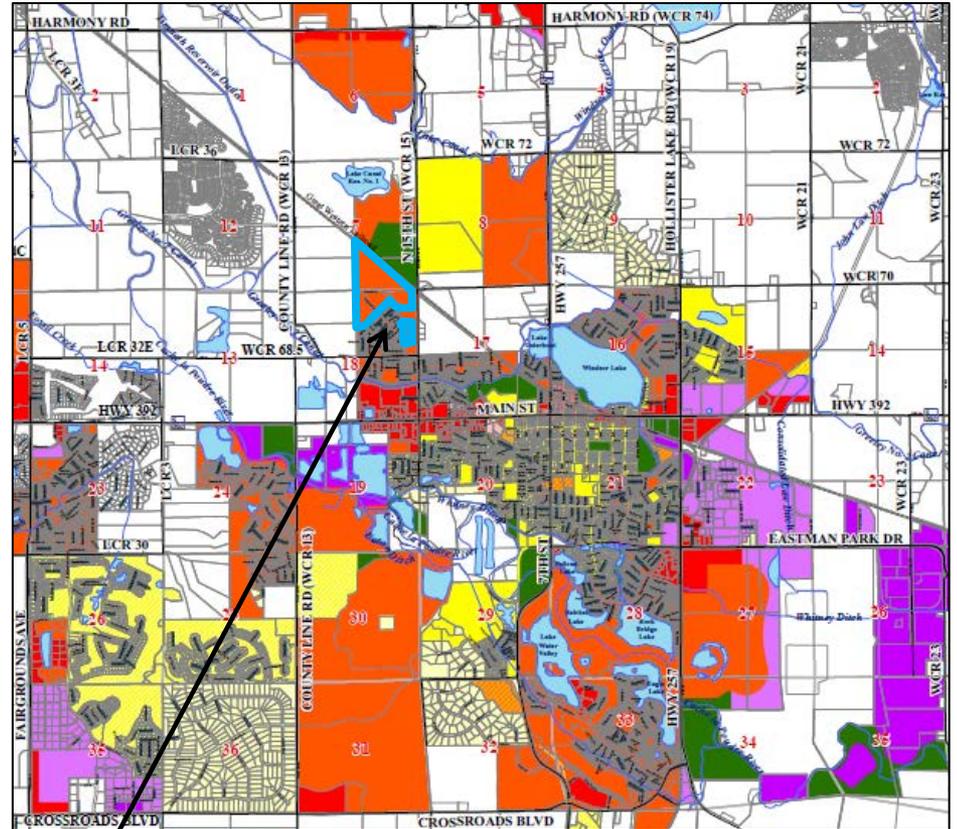
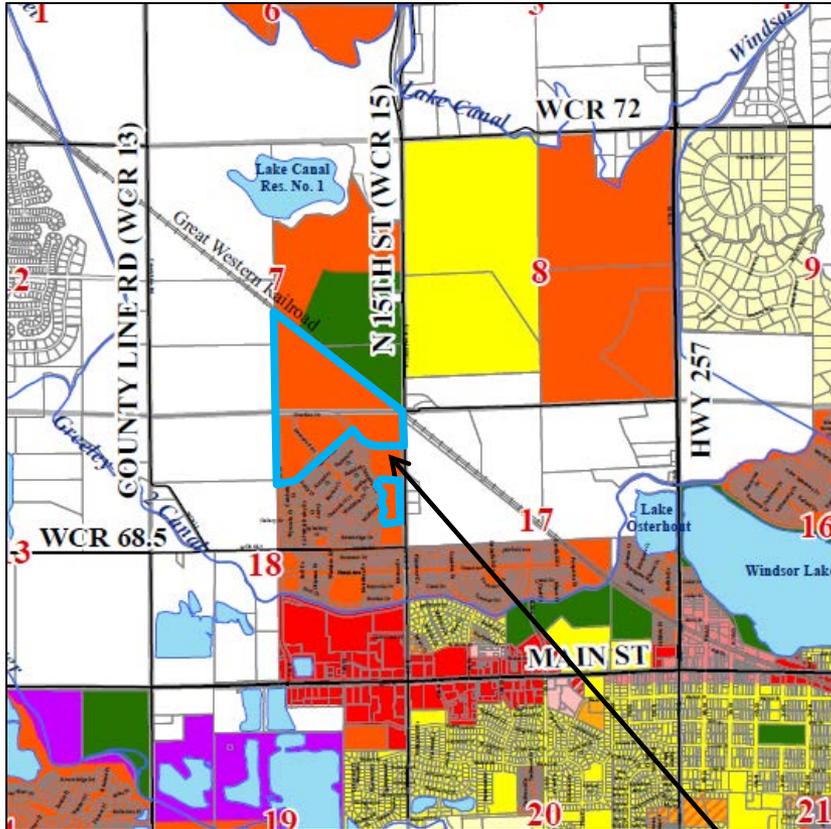
Brett Walker, Associate Planner

November 26, 2012

Town Board

C.4 & C.5

Vicinity Map/Zoning



Subject Properties

Neighborhood Context





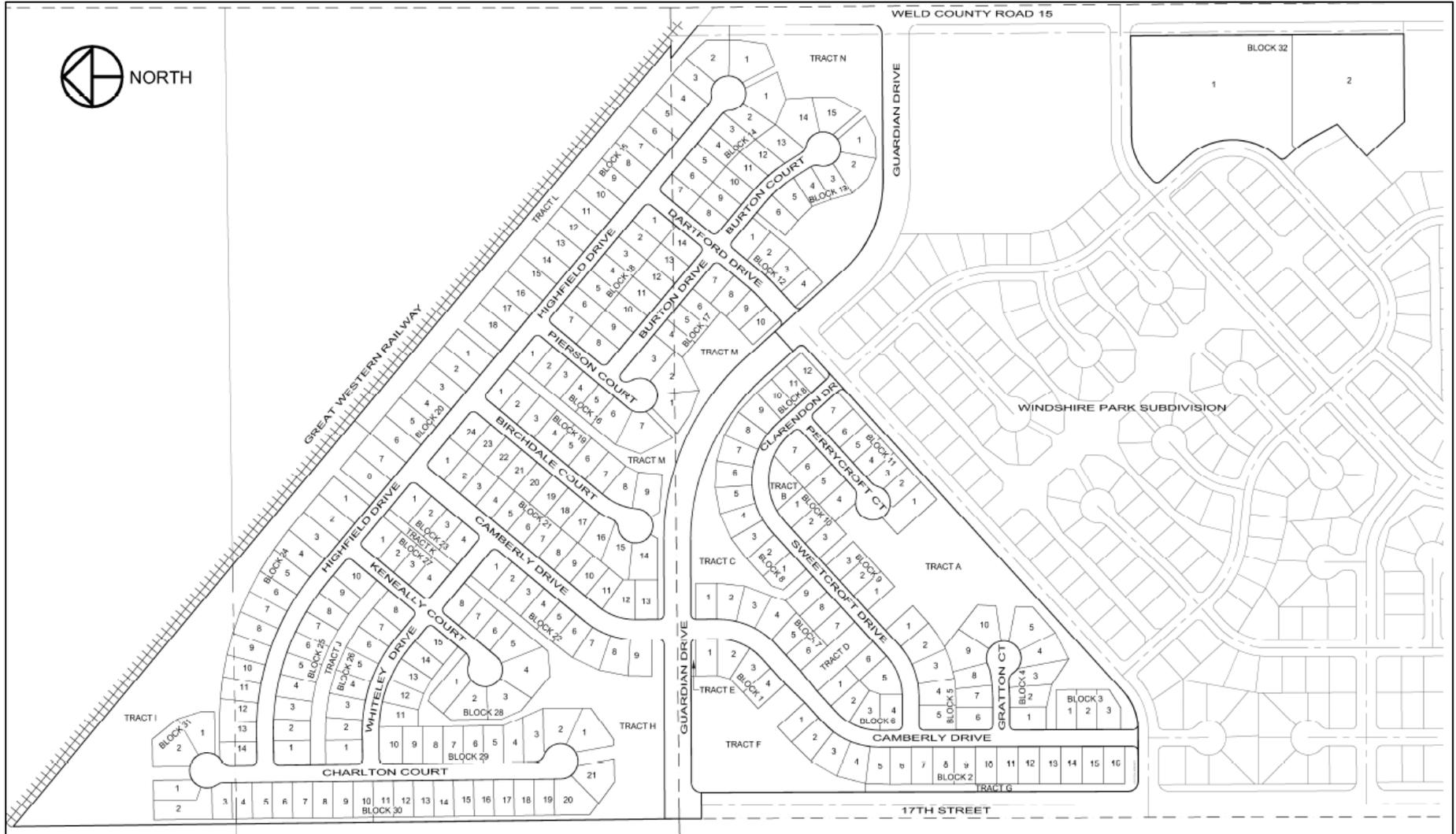
Land Uses

LAND USE TABLE

PARCEL	AREA		PERCENT	USE	OWNED & MAINTAINED BY
TRACT A	174,438 S.F.	4.00 AC.	3.92%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT B	9,038 S.F.	0.21 AC.	0.20%	Utility, Open Space & Landscape	Windshire Park Metro District
TRACT C	59,682 S.F.	1.37 AC.	1.34%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT D	17,800 S.F.	0.41 AC.	0.40%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT E	1,602 S.F.	0.04 AC.	0.04%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT F	109,323 S.F.	2.51 AC.	2.45%	Park, Open Space & Landscape	Windshire Park Metro District
TRACT G	22,929 S.F.	0.53 AC.	0.51%	Utility & Landscape	Windshire Park Metro District
TRACT H	148,012 S.F.	3.40 AC.	3.32%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT I	236,031 S.F.	5.42 AC.	5.30%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT J	27,005 S.F.	0.62 AC.	0.61%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT K	7,950 S.F.	0.18 AC.	0.18%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT L	99,658 S.F.	2.29 AC.	2.24%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT M	72,265 S.F.	1.66 AC.	1.62%	Utility, Landscape & Drainage	Windshire Park Metro District
TRACT N	147,408 S.F.	3.38 AC.	3.31%	Utility, Landscape & Drainage	Windshire Park Metro District
ROW	771,599 S.F.	17.71 AC.	17.33%	Right of Way	Town of Windsor
LOTS	2,548,435 S.F.	58.50 AC.	57.23%	Residential	Property Owner
TOTAL	4,453,175 S.F.	97.19 AC.	100.00%		



Overall Subdivision Plat



TOWN OF WINDSOR PLANNING DEPARTMENT
301 Walnut Street, Windsor, CO 80550
Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

LAND USE APPLICATION FORM

Land use applications shall include all items listed in the application submittal checklist and the Town of Windsor Municipal Code (Code). The Town of Windsor Planning Department reserves the right to refuse to accept incomplete submittals. Please see the Code for submittal requirements.

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- MASTER PLAN
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- ADMINISTRATIVE SITE PLAN
- SITE PLAN - Qualified Commercial or Industrial (Fast Track)

STATUS:

(for MAJOR SUBDIVISIONS and SITE PLANS only)

- Preliminary
- Final

PROJECT NAME*: Windshire Park Subdivision Third Filing

LEGAL DESCRIPTION*: A Replat of Tracts A,B,C,M and Q, Sweetcroft Drive and a portion of Guardian Drive, Windshire Park Subdivision, located in Section 7 and Section 18, T 6N, R 67W of the 6th P.M., Town of Windsor, County of Weld, State of Colorado

PROPERTY ADDRESS (if available): _____

PROPERTY OWNER (APPLICANT):	
Owner's Name(s)*:	Dino DiTullio
Company:	Windsor Farm Investments LLC
Address*:	3003 E Harmony Rd Fort Collins, CO 80528
Primary Phone #*:	970.207.0102
Secondary Phone #:	_____
Fax #*:	_____
E-Mail*:	dino@westwarddevelopment.com

OWNER'S AUTHORIZED REPRESENTATIVE:	
Representative's Name:	Jim Birdsall
Company:	TB Group
Address:	444 Mountain Ave., Berthoud, CO 80513
Primary Phone #:	970.532.5891
Secondary Phone #:	_____
Fax #:	970.532.5759
E-Mail:	jim@tbgroup.us

All correspondence will only be sent to the owner's authorized representative. It is the sole responsibility of the representative to distribute correspondence to the owner and other applicable parties, i.e. engineers, architects, surveyors, attorneys, consultants, etc.

I hereby depose and state under the penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my knowledge.

Dino DiTullio, MGR 8-10-12
Signature: Owner or Owner's Authorized Representative** Date

**Proof of owner's authorization is required with submittal if signed by Owner's Authorized Representative.

Dino DiTullio
Print Name(s)

*Required fields

TOWN OF WINDSOR PLANNING DEPARTMENT
 301 Walnut Street, Windsor, CO 80550
 Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

GENERAL APPLICATION OVERVIEW FORM

This form is to be completed for each application type and submitted at the same time the LAND USE APPLICATION FORM is submitted.

EXISTING ZONING: RMU	PROPOSED ZONING: n/a
TOTAL ACREAGE: 98.152 ac.	
TOTAL # OF PROPOSED LOTS: 295	
AVERAGE LOT SIZE: 8,100 s.f.	
MINIMUM LOT SIZE: 6,600 s.f.	
TOTAL # OF PROPOSED PHASES: 3	
ACREAGE PER PHASE: Phase 1 - 32.49 ac.; Phase 2 - 25.86 ac.; Phase 3 - 32.89 ac.	
LOTS PER PHASE: Phase 1 - 84 lots; Phase 2 - 75 lots; Phase 3 - 136 lots	
PARKLAND (sq. ft. & acreages): 3.162 ac.	
PARKLAND (public or private): 3.162 ac. public neighborhood park	
IRRIGATION WATER (potable or non-potable): non-potable	

UTILITIES TO BE PROVIDED BY:
WATER: Town of Windsor
SEWER: Town of Windsor
GAS: Xcel Energy
ELECTRIC: Poudre Valley REA
PHONE: Century Link Communications

IF THIS IS A FINAL APPLICATION, SUBMIT TOTALS OF THE FOLLOWING IN LINEAR FEET (use separate sheets if necessary):
PUBLIC STREETS (break down by classification/width): Urban Major Collector, 80' wide & Local, 50' wide
PRIVATE STREETS (break down by classification/width): n/a
TOTAL STREETS (break down by classification/width): Major Collector - 4,000'; Local - 12,000'; Total Streets - 16,000'
WATER LINES (break down by line sizes): 12 inch - 1,600 feet; 10 inch - 3,400 feet; 8 inch - 10,600 feet
SEWER LINES (break down by line sizes): 10 inch - 710 feet; 8 inch 13,000 feet
CURB: 32,000 feet
GUTTER:
SIDEWALK: 34,000 feet
OPEN SPACE (not to include detention areas) in sq ft & acres: 30.35 ac.
TRAIL EASEMENTS (break down by width): n/a
Developed trail (break down by width, depth & material): 6' wide concrete
Undeveloped trail (break down by width, depth & material): n/a

For office use only:		
Applicable Corridor Plan:		
Metropolitan District:		
Application fee: \$	Date received:	By:

August 10, 2012

Windshire Park Subdivision Third Filing Major Subdivision

This request is for a subdivision plat for 98.152 acres known as the Windshire Park Subdivision Third Filing. The property is zoned RMU, Residential Mixed Use. The plat has densities that are consistent with the Land Use Map of the Comprehensive Plan, which is designated as Low Density Residential. The density and location is appropriate for this site. The subdivision will have a total of 295 lots, ranging in size from 6,600 s.f. to 15,300 s.f. The subdivision will be developed in phases as follows:

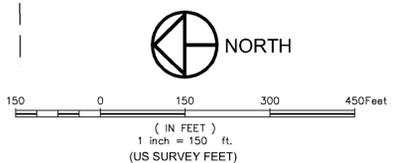
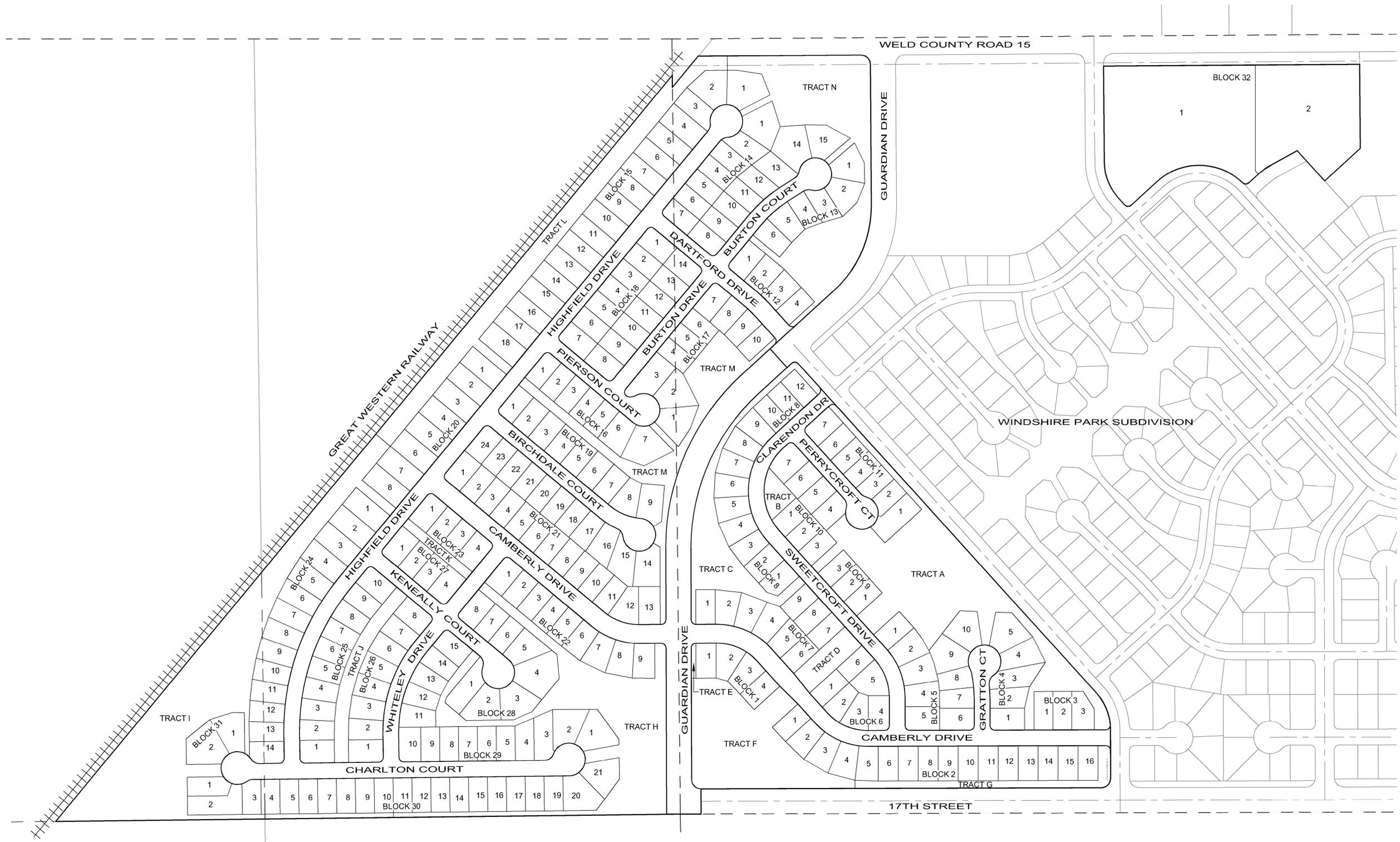
Phase 1 – 84 lots
Phase 2 – 75 lots
Phase 3 – 136 lots

Proposed landscaping for the subdivision will consist of tree lawns with irrigated turf and one tree per 40 linear feet along all street frontages. Landscape for common open space consists of predominantly irrigated fescue and native grasses with some non-irrigated low grow native grass along the western boundary. High visibility areas are to be irrigated and will contain clusters of trees. The primary entry to the subdivision will be enhanced with shrubs, perennials and ornamental grasses.

The Windshire Park Subdivision Third Filing has 30 acres of well-integrated open space. The open space provides recreational opportunities and is visibly and physically accessible to the entire neighborhood. The project is also dedicating 3.7 acres of land for a neighborhood park and a trail connection will be provided from the park to the existing Windshire Park 1st Filing.

WINDSHIRE PARK SUBDIVISION THIRD FILING

A REPLAT OF TRACTS A, B, C, M AND Q, SWEETCROFT DRIVE AND A PORTION OF GUARDIAN DRIVE, WINDSHIRE PARK SUBDIVISION, LOCATED IN SECTION 7 AND SECTION 18, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO



NOTICE:
According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years after the date of the certificate shown hereon.

SECTION:
7 & 18
TOWNSHIP:
6 N
RANGE:
67W of the 6th P.M.

NORTHERN ENGINEERING
PHONE: 970.221.4158 FAX: 970.221.4159
www.northernengineering.com



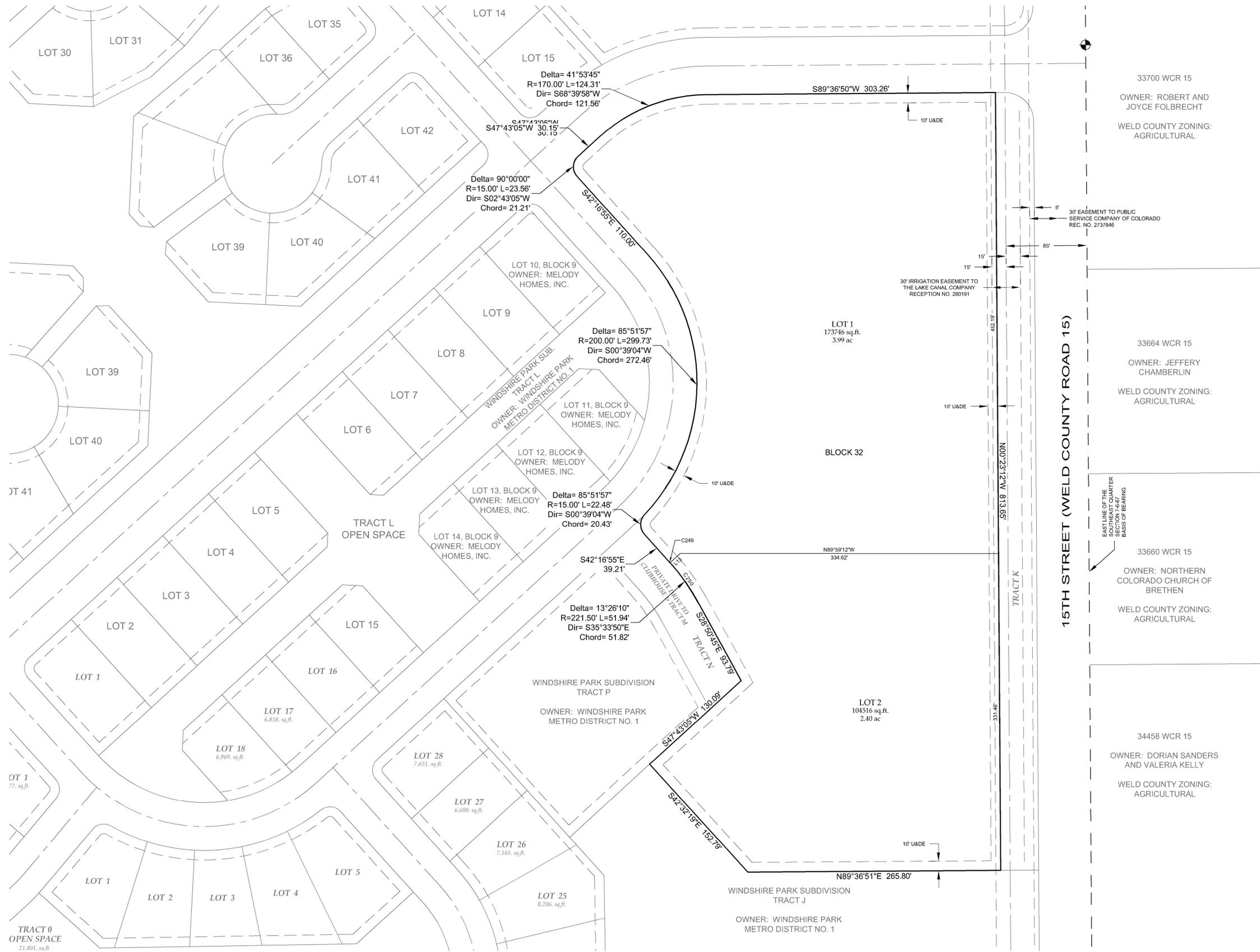
DATE:
10/12/12
SCALE:
AS SHOWN
REVIEWED BY:
C. Gilliland

PROJECT:
156-008
DESIGNED BY:
DRAWN BY:
LMS

WINDSHIRE PARK SUBDIVISION THIRD FILING
A REPLAT OF TRACTS A, B, C, M & Q
SWEETCROFT DR. & A PORTION OF GUARDIAN DR.
WINDSHIRE PARK SUBDIVISION

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A REPLAT OF TRACTS A, B, C, M AND Q, SWEETCROFT DRIVE AND A PORTION OF GUARDIAN DRIVE, WINDSHIRE PARK SUBDIVISION, LOCATED IN SECTION 7 AND SECTION 18, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO



LEGEND

- EASEMENT LINE
- - - CENTERLINE
- BOUNDARY LINE
- RIGHT-OF-WAY
- LOT LINE
- FOUND PROPERTY CORNER AS DESCRIBED
- SET #4 REBAR WITH PLASTIC CAP, LS 14823
- ⊗ SET PK NAIL & SHINER
- U&DE UTILITY & DRAINAGE EASEMENT
- FMAE FENCING MAINTENANCE ACCESS EASEMENT
- U&FMAE UTILITY & FENCING MAINTENANCE ACCESS EASEMENT

NORTH

50 0 50 100 150 Feet

(IN FEET)
1 inch = 50 ft.
(US SURVEY FEET)

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SECTION: 7 & 18
TOWNSHIP: 6 N
RANGE: 67 W of the 6th P.M.

NORTHERN ENGINEERING
PHONE: 970.221.4158 FAX: 970.221.4159
www.northernengineering.com

NE
200 South Colfax Avenue, Suite 110
Fort Collins, Colorado 80524

DATE: 10/12/12
SCALE: AS SHOWN
DESIGNED BY: C. Gilliland
DRAWN BY: C. Gilliland
REVIEWED BY: C. Gilliland

WINDSHIRE PARK SUBDIVISION THIRD FILING
A REPLAT OF TRACTS A, B, C, M & Q
SWEETCROFT DR. & A PORTION OF GUARDIAN DR.
WINDSHIRE PARK SUBDIVISION

Sheet
10
Of 10 Sheets

September 14, 2012
Windshire Neighborhood Meeting

Q. Are there any similar developments that the Housing Authority has completed?

A. Rockcrest, in Loveland. 4915 Lucerne Ave.

Q. Will this development be a part of the Metro District?

A. It will not be a part of the district or the pool complex.

Q. Who owns the property?

A. Windsor Housing Authority.

Q. Will there be covenants?

A. There will be covenants. They will not be the same covenants as the existing Windshire covenants.

Q. Who will maintain the complex?

A. The WHA will maintain. The Century 3 complex is an example of a WHA development that can be used as an example of how the WHA maintains their properties.

Q. How much will be charged for rents?

A. Rents will be based on income. To qualify to live in the complex, the renter needs to make between 30% and 60% of Windsor's AMI.

Q. Concern over lighting. Will the sports court be lit?

A. Lighting will conform to Town of Windsor's code. All lighting will be fully shielded. The sports court is planned to be lit, on a timer, and there will be a shut-off time at night.

Q. Concern about landscaping? How do we know the landscaping will be maintained?

A. Landscaping will meet the Town's strict landscaping requirements. Comment about how Windsor's landscaping requirements are more strict than Fort Collins'. The area that borders the existing SFR development will be bermed, and planted with evergreens. This will shield vehicle lights, and provide a separation between the apartment complex and existing development. The Town requires that the landscaping be completed per the approved site plan, and that it be maintained in good condition. The WHA will have money (from rents) to maintain the landscaping in good condition. Landscape maintenance has not been an issue at other WHA facilities.

Q. Concern about pets.

A. No more than one pet will be allowed per unit. Only a dog, cat, or bird. No other pet species allowed. Pets will be required to be on leash at all times, and owners will be required to pick up after their pets. If noise (barking) becomes an issue, the pet will need to be removed.

Q. Who is working on the project?

A. Civil – Northstar Engineering; Contractor – Dome Construction; Energy Consultant – Ambient Energy.

Q. Will the sports court be fenced? Will the entire property be fenced?

A. The sports court will be fenced. There is not fencing planned in any other areas of the complex.

C. A couple audience members suggested that the portion of the property that abuts the existing development be fenced for separation. WHA stated that there is no plan for fencing there. The bermed landscaping is intended to act as a separation between the existing SFR's.

Q. What is the community room like?

A. It is 2,100 sq ft. There is a common area, smaller meeting room, maintenance room, and manager's office.

Q. Question about traffic and children crossing 15th on Grand (from New Windsor).

A. The traffic counts are fairly insignificant compared to the existing traffic on 15th. Traffic levels did not warrant and changes to 15th.

Q. Is the new phase of the SFR area going to be part of the Metro District? When will the metro district be dissolved? When will metro district fees go away?

A. Yes. The metro district could be dissolved once the bonds are paid off; 40 years after issuance. Typically metro districts are not dissolved because there is ongoing maintenance and capital projects that the homeowners want.

Q. When will the subdivision be approved?

A. The project is on track for November PC and TB meetings. Looking to start construction in the Spring.

Q. Why didn't the WHA choose the parcel on the north side of Windshire Drive.

A. This parcel is owned by a church. Also, the parcel is within 1,000 feet of the RR tracks. WHA cannot build housing within 1,000 feet of RR tracks.

Q. Can I get a printout of the guidelines WHA uses when screening residents?

A. Yes.

Q. Why did you (Dino) not build townhomes on the site?

A. We had opportunities to do a market rate project. This project is good; we depend on this being a quality project because we have a lot of parcels that we will be building homes on. We need to be able to sell those homes.

C. Dino stated that the 15th street park will be built ahead of schedule. They are planning on building the park with the development of the additional lots; ahead of the schedule that the Town currently has. The park will be 3 ½ acres. There will be public hearings regarding the park amenities. Most neighborhood parks in Windsor do not have lights.

Q. Will the subdivision entrance sign remain (Windshire)?

A. Yes. There will be two small monument signs at each entrance to the apartment complex (Windshire Meadows).

Q. Can the entrance from Windshire Drive be eliminated?

A. No. Emergency services requires that there be two entry points into the apartment complex.

Q. Regarding landscaping on 15th.

A. Fifteenth is already landscaped with street trees in the right of way. There will be a seamless transition from the existing landscaping along 15th to the new landscaping proposed with the apartment complex.

Q. What are the renter requirements?

A. Proof of income, criminal background check, Windsor employees will get preference.

Q. How many kids are estimated in the multi-family project?

A. School district estimates 8 new students from this project.

Scott's comments

- (1) The neighbors indicated that they would like there to be a separation between the Workforce Housing proposal and the existing neighborhood.
- (2) The neighbors' indicated that they would like the parking areas to be designed to reduce vehicle headlights from impacting surrounding properties.
- (3) The neighbors indicated that they do not want the sports court to be lighted.

TOWN OF WINDSOR

RESOLUTION NO. 2012-77

A RESOLUTION OF THE WINDSOR TOWN BOARD APPROVING THE FINAL PLAT FOR THE WINDSHIRE PARK SUBDIVISION, THIRD FILING, TO THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality, with all powers and authority vested in accordance with Colorado law; and

WHEREAS, the Town has in place a comprehensive system of land use regulation, the purpose of which is the protection of the public health, safety and welfare; and

WHEREAS, the Windshire Park Subdivision, Third Filing (“Subdivision”) proposes to subdivide land located within the Town; and

WHEREAS, the owner/developer of the Subdivision has presented the Town with the attached Windshire Park Third Filing Subdivision Plat (“Subdivision Plat”), which Subdivision Plat is incorporated herein by this reference as if set forth fully, and designated “Exhibit A”; and

WHEREAS, the proposed Subdivision Plat has been presented to the Windsor Planning Commission, and has received a written recommendation for approval by the Town Board; and

WHEREAS, the proposed Subdivision Plat has been the subject of a public hearing and has been reviewed by the Town Board in accordance with applicable planning criteria.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN BOARD FOR THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. Pursuant to *Windsor Municipal Code* Section 17-4-20 (e), the attached Subdivision Plat for the Windshire Park Subdivision, Third Filing, is hereby approved.
2. The owner/developer is hereby instructed to comply with all post-approval requirements of Chapter 17, Article IV of the *Windsor Municipal Code* within thirty (30) days.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

John S. Vazquez, Mayor

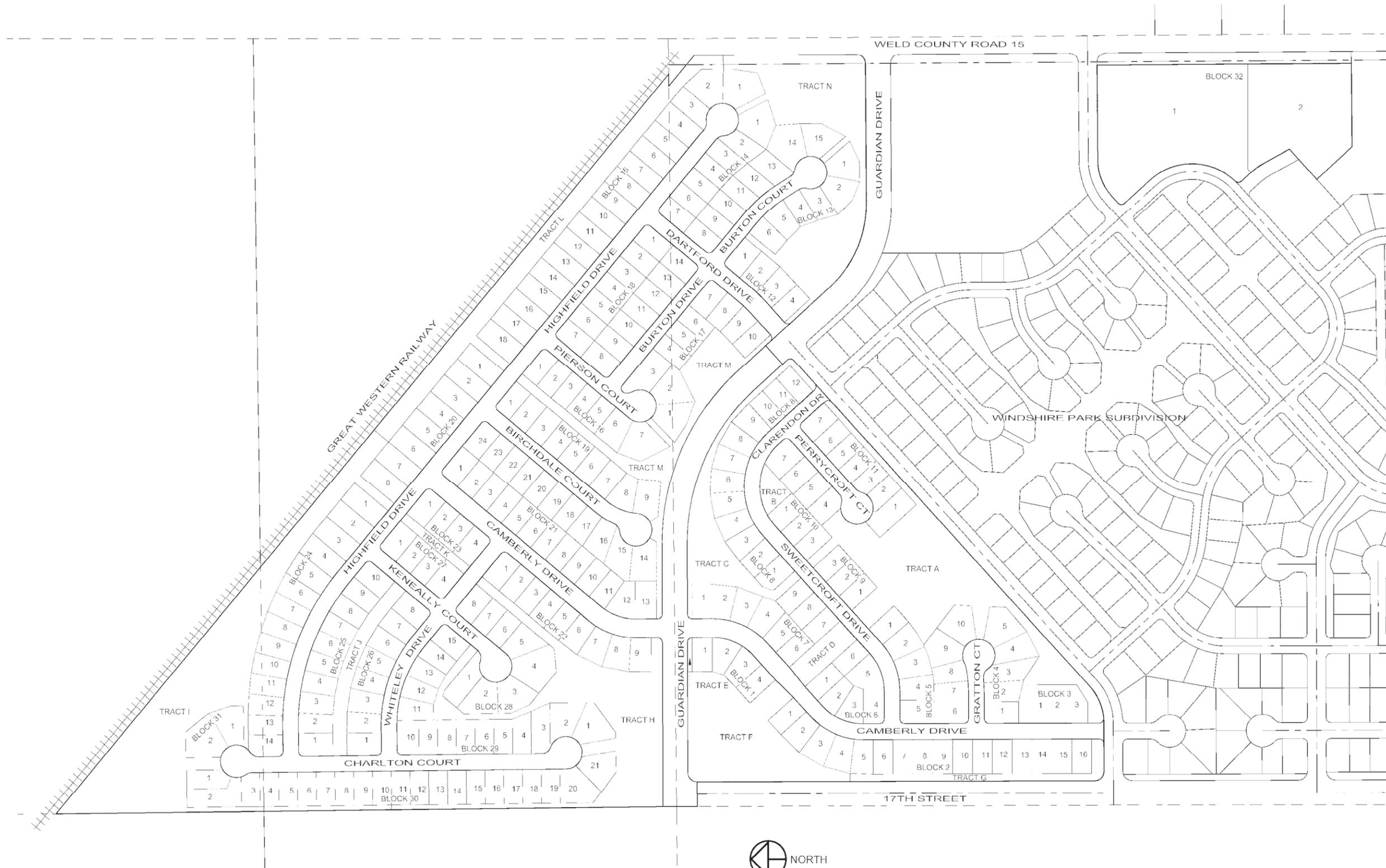
ATTEST:

Patti Garcia, Town Clerk

EXHIBIT A

WINDSHIRE PARK SUBDIVISION THIRD FILING

A REPLAT OF TRACTS A, B, C, M AND Q, SWEETCROFT DRIVE AND A PORTION OF GUARDIAN DRIVE, WINDSHIRE PARK SUBDIVISION, LOCATED IN SECTION 7 AND SECTION 18, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO



NOTICE:
According to Colorado law, your most current, any legal action based upon an address in this survey shall be deemed to have been taken over such address for all purposes, including but not limited to, any legal action, and shall be deemed to have been taken over such address for all purposes, including but not limited to, any legal action.

SECTION: 7 & 18
TOWNSHIP: 6 N
RANGE: 67 W
BTR: of the 6th PM

NORTHERN ENGINEERING



DATE: 10/22/12
SCALE: AS SHOWN
DESIGNED BY: M.V. W.D. LP;
DRAWN BY: G. CH. ORG.

WINDSHIRE PARK SUBDIVISION THIRD FILING
A REPLAT OF TRACTS A, B, C, M & Q
SWEETCROFT DR. & A PORTION OF GUARDIAN DR.
WINDSHIRE PARK SUBDIVISION



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Joseph P. Plummer, AICP, Director of Planning
From: Brett Walker, Associate Planner
Subject: Resolution No. 2012-78 Approving a Site Plan for Lot 1 and Lot 2, Block 32, of the Windshire Park Subdivision, Third Filing – John C. Moore, Windsor Housing Authority, applicant
Location: Southwest corner of Windshire Drive and 15th Street
Item #s: C.6

DISCUSSION:

The Windsor Housing Authority, represented by Chairman John C. Moore, has submitted a site plan proposal for the Windsor Meadows workforce housing project. The property consists of approximately 6.4 acres, with 80 units. The applicant is proposing two phases, resulting in twelve (12) three-bedroom units, fifty-four (54) two-bedroom units, and fourteen (14) one-bedroom units. The units will be in twenty-two (22) buildings in two-building couplets connected by covered breezeways. Additionally, a community building, playground area, and sports court is proposed. Access through the site will be facilitated by a private street that will connect Windshire Drive on the north to 15th Street to the south.

Resolution 2004-39, Section 4, details incentives for the construction of workforce housing. Specifically, workforce housing projects are permitted to be fast-tracked, combining the preliminary and final review processes. The site plan does require approval by the Town Board, which is required for all multi-family housing proposals.

Staff is concurrently reviewing a major subdivision map, known as the Windshire Park, Third Filing and an Amended Master Plan, known as Windshire Park Annexation Amended Master Plan.

Conformance with Comprehensive Plan: The proposed application is consistent with the Commercial and Industrial Land Use Goals and Policies of the Comprehensive Plan

Conformance with Vision 2025: The proposed application is compatible with the “Growth and Land Use Management” elements of the Vision 2025 document.

Recommendation: Due to the Planning Commission making its recommendation subsequent to distribution of packets, staff will be providing a verbal recommendation at the November 26, 2012 Town Board meeting.

Notification: Notice of November 21, 2012 Planning Commission public hearing and November 26, 2012 Town Board public hearing for the associated subdivision map was published in the Windsor Beacon on November 2, 2012, sent to adjacent landowners, and posted on the Town's website and bulletin board, and signs posted on the property.

Attachments: Site Plan application materials, Powerpoint slides, Resolution No. 2012-78

pc: John C. Moore, Chairman, Windsor Housing Authority
Tricia Kroetch, North Star Design, applicant's representative
Rich Ekwall, Development Director, Loveland Housing Authority
David Lingle, Aller, Lingle, Massey Architects
Dino DiTullio, Windsor Farm Investments, LLC



Site Plan

Windshire Park Third Filing, Lots 1 & 2, Block 32 Windshire Meadows

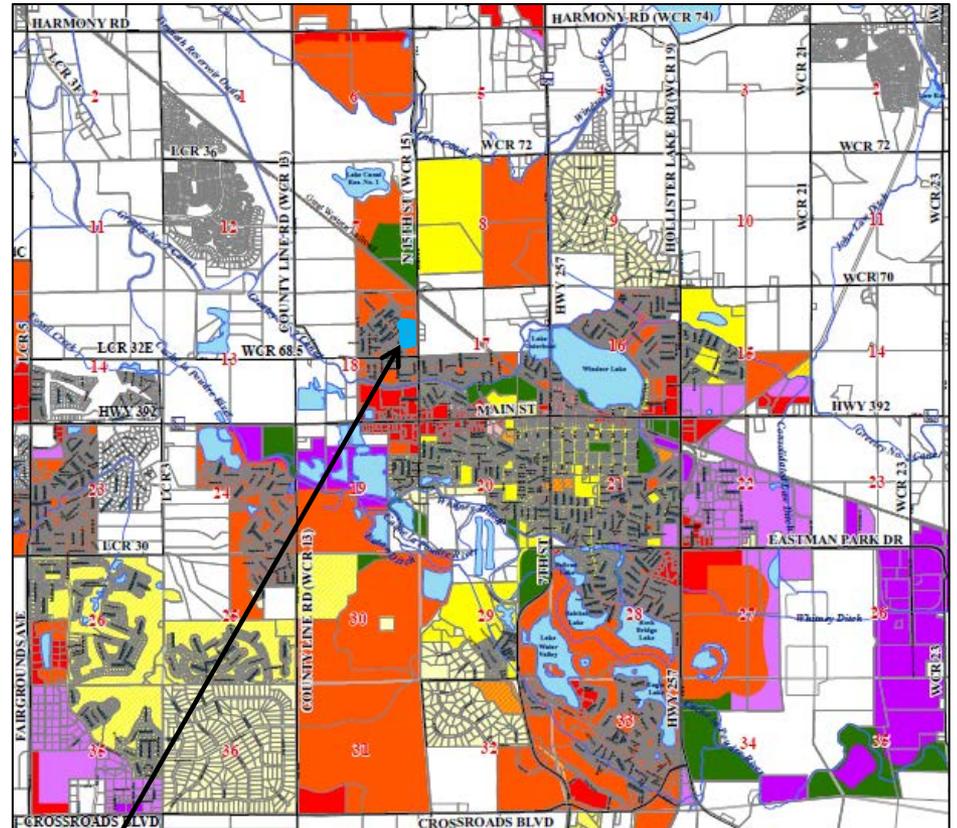
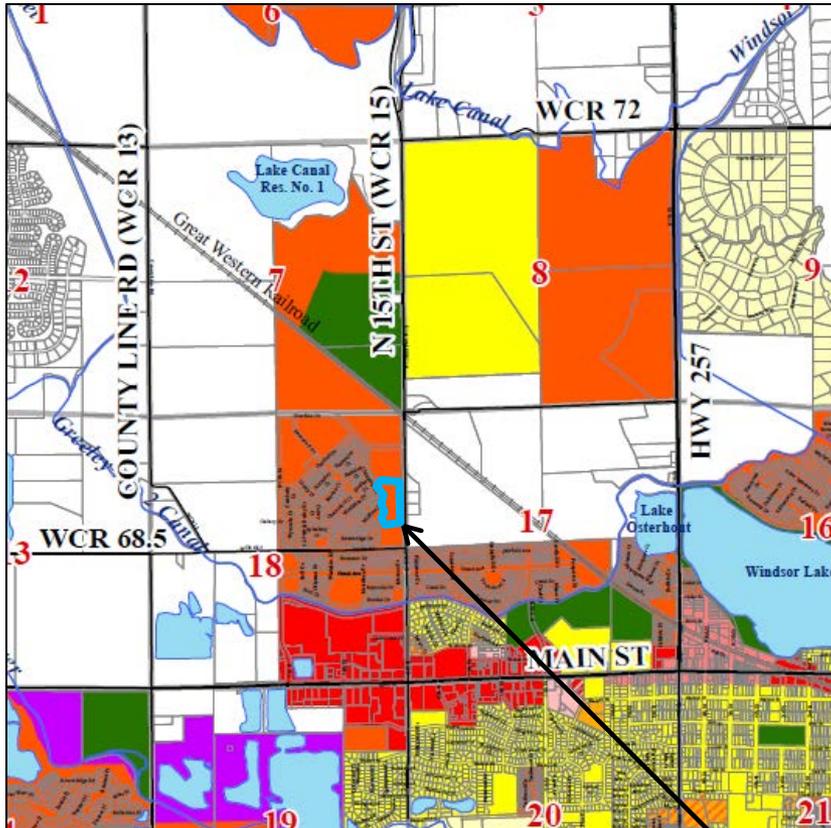
Brett Walker, Associate Planner

November 26, 2012

Town Board

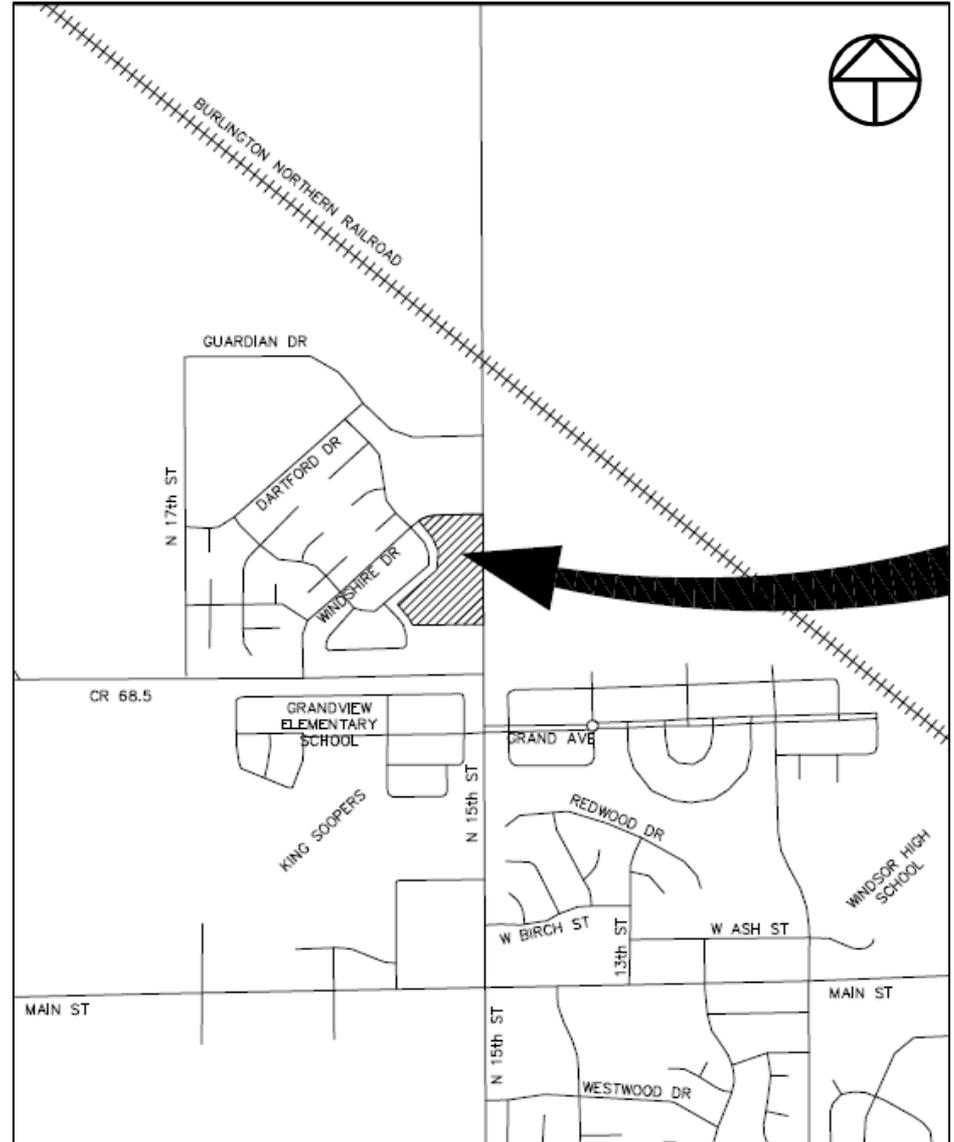
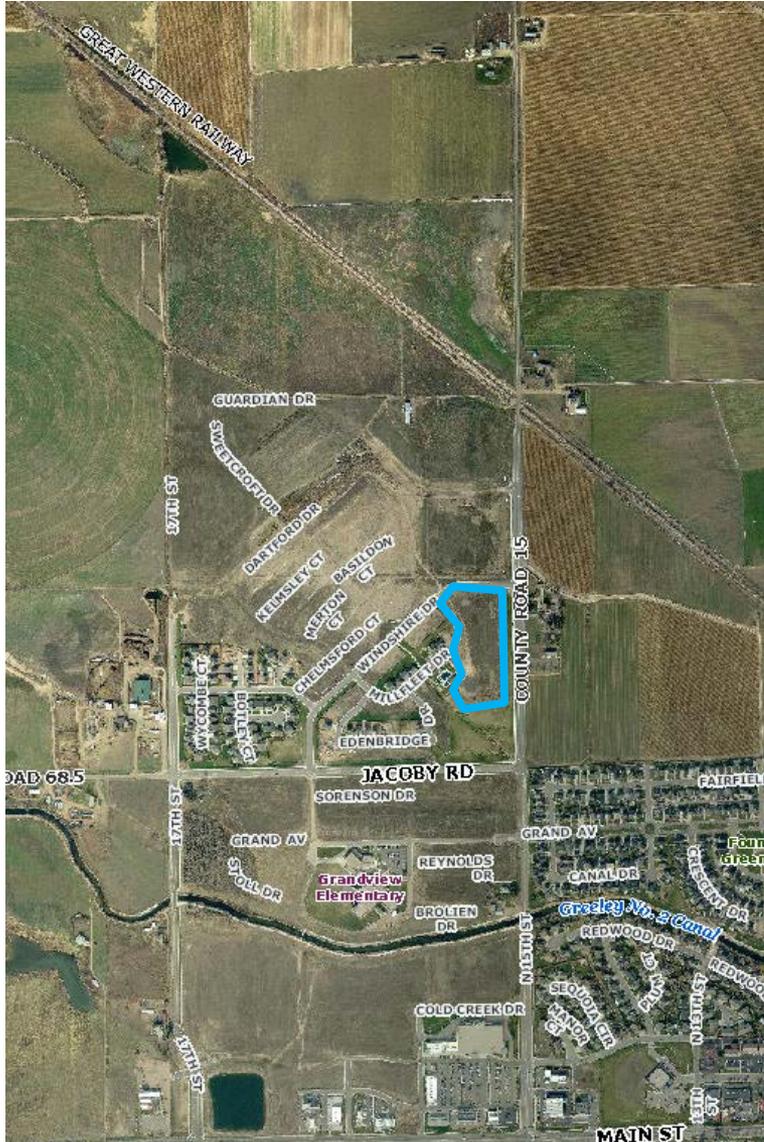
C.6

Vicinity Map/Zoning

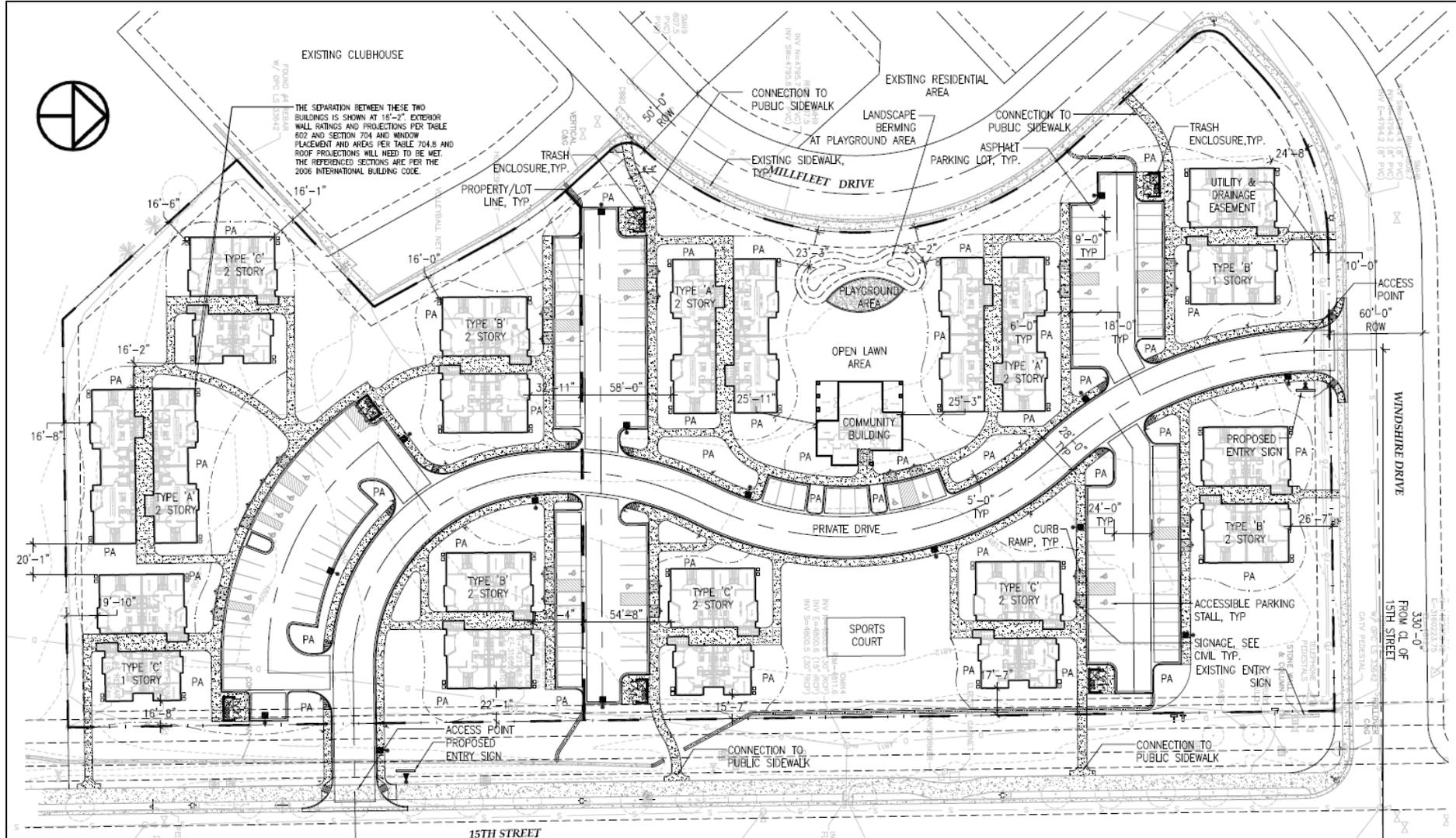


Subject Properties

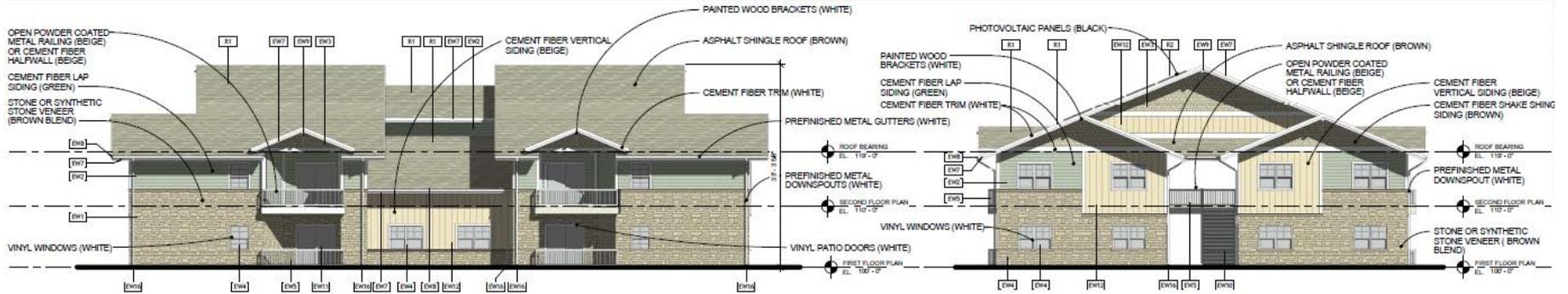
Neighborhood Context



Site Plan



Building Elevations

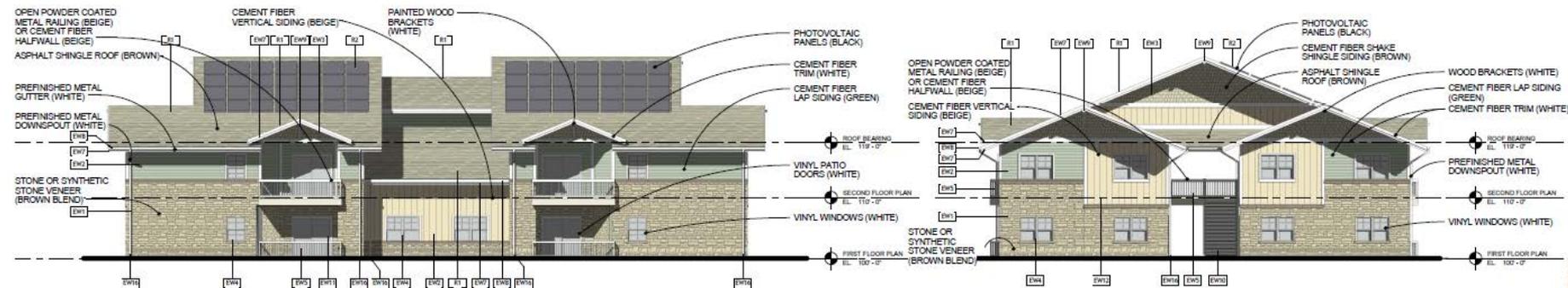


1 BUILDING 'A' - NORTH ELEVATION
SCALE: 1/8" = 1'-0" RE: 1 / A.1

2 BUILDING 'A' - EAST ELEVATION
SCALE: 1/8" = 1'-0" RE: 1 / A.1



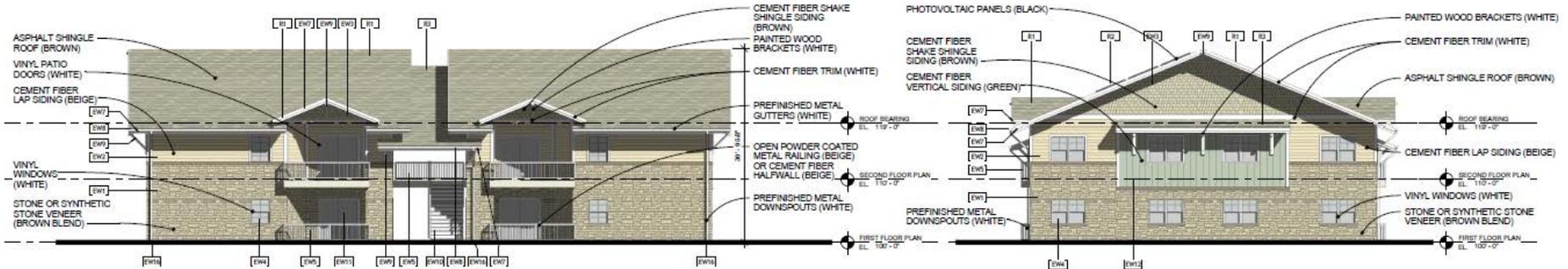
3 BUILDING 'A' - VIEW FROM SW
SCALE: NTS RE: /



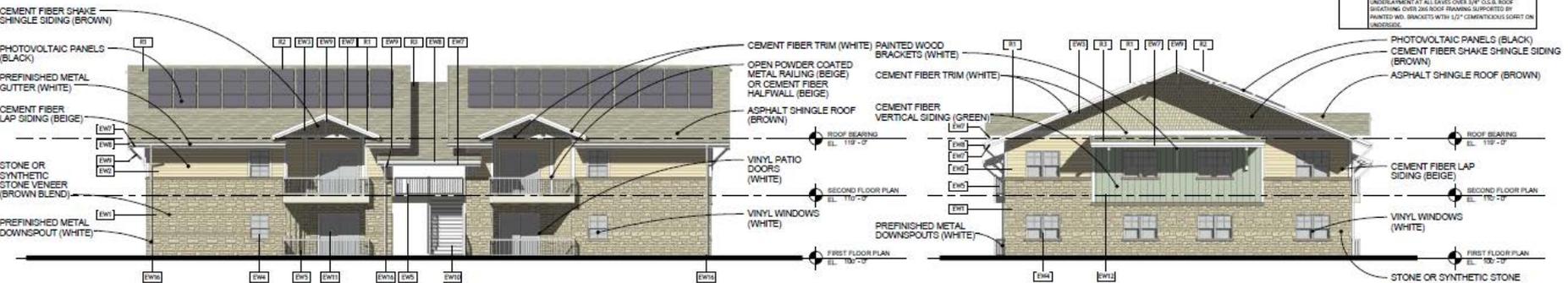
SYSTEM NOTES

EW1	SYNTHETIC STONE VENEER ON GYPSUM BOARD ON GALVANIZED METAL LATH ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2X12" EXTERIOR O.C.S. SHEATHING ON 2X6 WOOD FRAMING WITH R-9 BATT INSULATION, VAPOR BARRIER AND SIP 1 1/2" GYR. SD. AT INSIDE FACE OF STUD.
EW2	CONTINUOUS LAP SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2X12" EXTERIOR O.C.S. SHEATHING ON 2X6 WOOD FRAMING WITH R-9 BATT INSULATION, VAPOR BARRIER AND SIP 1 1/2" GYR. SD. AT INSIDE FACE OF STUD.
EW3	CONTINUOUS SHAKE SHINGLE SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2X12" O.C.S. EXTERIOR SHEATHING ON 2X6 WOOD FRAMING WITH R-9 BATT INSULATION, VAPOR BARRIER AND SIP 1 1/2" GYR. SD. AT INSIDE FACE OF STUD.
EW4	DOUBLE-HUNG WINDOWS WITH DOUBLE INSULATED LOW-E GLAZING.
EW5	POWDER-COATED METAL RAILING.
EW7	USE CEMENT FIBER FASCIA TRIM OVER LIXE CEMENT FIBER BRICK OVER 2X6 SUBPASCAL.
EW8	PREFINISHED METAL FUTURE GUTTER WITH PREFINISHED METAL DOWNSPOUTS.
EW9	WOOD BRACKET - JAMB.
EW10	STEEL I-BEAM C/RAM WITH NON-SLIP CONCRETE TREADS.
EW11	SLIDING PATIO DOORS WITH DOUBLE INSULATED LOW-E GLAZING.
EW12	CONTINUOUS VERTICAL SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2X12" O.C.S. EXTERIOR SHEATHING ON 2X6 WOOD FRAMING WITH R-9 BATT INSULATION, VAPOR BARRIER AND SIP 1 1/2" GYR. SD. AT INSIDE FACE OF STUD.
EW16	PREFINISHED METAL DOWNSPOUT
RT	WEVE ARCHITECTURAL PROFILE ASPHALT SHINGLE ON 5/8" ASPHALT ROOFING FELT WITH 6" W. SECONDARY INSTALLMENT OF 1/2" GLEND AND WHITELY OVER 5/8" O.C.S. ROOF SHEATHING OVER PRE-ENGINEERED ROOF TRUSSES WITH R-10 BLOW-IN INSULATION AND AIR BARRIER AT INSIDE FACE OF BOTTOM CHORD WITH 1/2" RESILIENT CHANNELS @ 24" O.C. AND THE SIP 1 1/2" GYR. SD. AT THE UNDERSIDE.
R2	7'-6" X 3'-0" PHOTOVOLTAIC SQUARE PANELS MOUNTED ON CHANNELS TO MATCH ROOF SLOPE.

Building Elevations



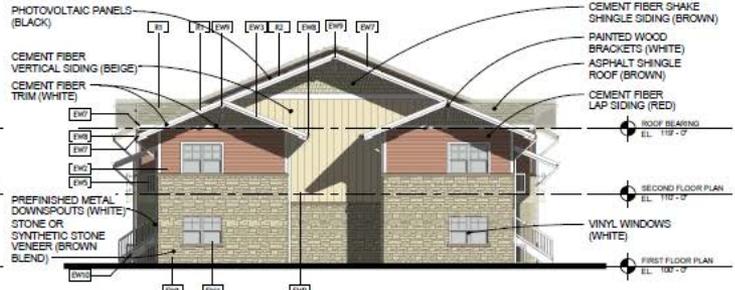
SYSTEM NOTES	
EW1	SYNTHETIC STONE VENEER ON SCRATCH COAT ON GALVANNEZED METAL LATH ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2"x4" EXTERIOR O.S.B. SHEATHING ON 2x6 WOOD FRAMING WITH 8" R/BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE 'X' GYR. SB. AT INSIDE FACE OF STUD.
EW2	CEMENT FIBER LAP SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2"x4" O.S.B. EXTERIOR SHEATHING ON 2x6 WOOD FRAMING WITH 8" R/BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE 'X' GYR. SB. AT INSIDE FACE OF STUD.
EW3	CEMENT FIBER SHAKE SHINGLE SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2"x4" O.S.B. EXTERIOR SHEATHING ON 2x6 WOOD FRAMING WITH 8" R/BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE 'X' GYR. SB. AT INSIDE FACE OF STUD.
EW4	SINGLE-HUNG WINDOWS WITH DOUBLE INSULATED LOW E GLAZING.
EW5	POWDER-COATED METAL RAILING.
EW7	SEE CEMENT FIBER GUTTER TRIM OVER 1/2" CEMENT FIBER TRIM OVER 2x6 SUBRACK.
EW8	PREFINISHED METAL 6" STYLE GUTTER WITH PREFINISHED METAL DOWNSPOUTS.
EW9	WOOD BRACKET - PAINT.
EW10	STEEL PAN STAIR WITH NON-SLIP CONCRETE TREADS.
EW11	SLIDING PATIO DOORS WITH DOUBLE INSULATED LOW E GLAZING.
EW12	CEMENT FIBER VERTICAL SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARBERS ON 2"x4" O.S.B. EXTERIOR SHEATHING ON 2x6 WOOD FRAMING WITH 8" R/BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE 'X' GYR. SB. AT INSIDE FACE OF STUD.
EW16	PREFINISHED METAL DOWNSPOUT.
RI1	R/O.V. ARCHITECTURAL PROFILE ASPHALT SHINGLE ON 3/8" SQUARE BEARING MET WITH 1/4" W. SECONDARY UNDERLAMENT AT ALL LEAVES AND VALLEYS OVER 3/4" O.S.B. ROOF SHEATHING ONE RAE ENGINEERED ROOF TRUSS WITH 1/2" BUBBLE IN INSULATION AND AIR VAPOR BARRIER AT INSIDE FACE OF BOTTOM CHORD WITH 1/2" RESIDENT CHANNELS @ 24" O.C. AND TYPE 'GYP' TYPE 'C' GYR. SB. AT UNDERSIDE.
RI2	12" X 12" PHOTOVOLTAIC SOLAR PANELS MOUNTED ON STAND-ONS TO MATCH ROOF SLOPE.
RI3	R/O.V. ARCHITECTURAL PROFILE ASPHALT SHINGLE ON 3/8" SQUARE BEARING MET WITH 1/4" W. SECONDARY UNDERLAMENT AT ALL LEAVES OVER 3/4" O.S.B. ROOF SHEATHING OVER 2x6 ROOF FRAMING SUPPORTED BY PAINTED WOOD BRACKETS WITH 1/2" CEMENT FIBER GYR. SB. AT UNDERSIDE.



Building Elevations



1 BUILDING 'C' - NORTH ELEVATION
SCALE: 1/8" = 1'-0" RE: 1 / A1.3

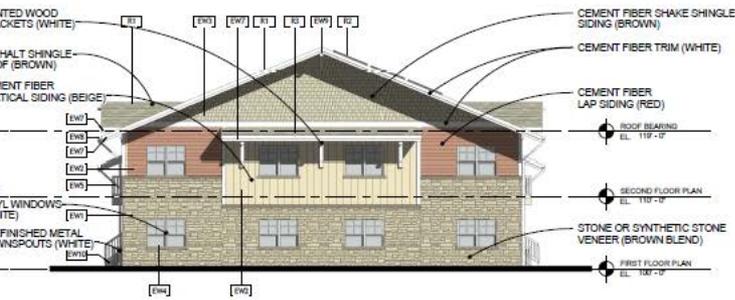


2 BUILDING 'C' - EAST ELEVATION
SCALE: 1/8" = 1'-0" RE: 1 / A1.3

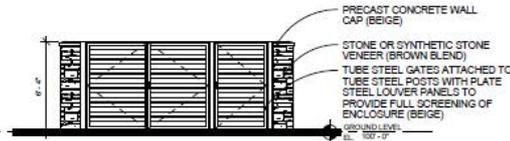
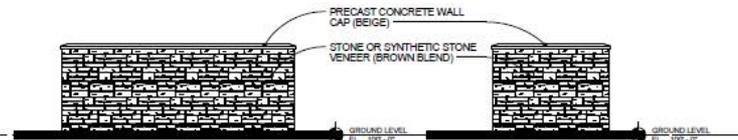
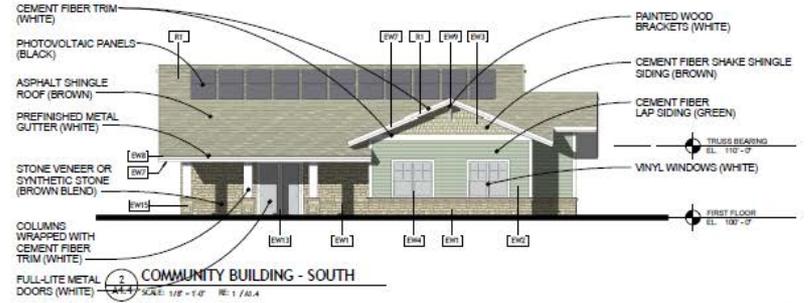
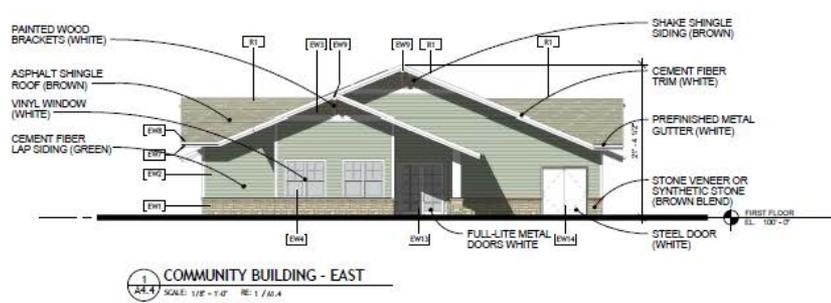


3 BUILDING 'C' - VIEW FROM SE
SCALE: NTS RE: 7 /

SYSTEM NOTES	
DW1	ENTIRE EX STONE VENEER ON EXTERIOR LIGHT OR GALVANIZED METAL LATH ON 1" THICK CONTINUOUS POLYISOCYANURATE INSULATION BOARD OVER TYVEE COMMERCIAL AIR BARRIER ON 2" O.S.B. EXTERIOR SHEATHING ON 2x6 WOOD FRAMING WITH 1/2" BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE "X" GYPS. SO. AT INSIDE FACE OF STUD.
DW2	CONTINUOUS LAP SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE INSULATION BOARD OVER TYVEE COMMERCIAL AIR BARRIER ON 2" O.S.B. EXTERIOR SHEATHING ON 2x6 WOOD FRAMING WITH 1/2" BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE "X" GYPS. SO. AT INSIDE FACE OF STUD.
DW3	CENTIMETRIC SHAKE SHINGLE SIDING ON 1" THICK CONTINUOUS POLYISOCYANURATE INSULATION BOARD OVER TYVEE COMMERCIAL AIR BARRIER ON 2" O.S.B. EXTERIOR SHEATHING ON 2x6 WOOD FRAMING WITH 1/2" BATT INSULATION, VAPOUR BARRIER AND 5/8" TYPE "X" GYPS. SO. AT INSIDE FACE OF STUD.
DW4	SLING-FRAME WINDOWS WITH DOUBLE INSULATED LOW E GLAZING.
DW5	POWDER-COATED METAL RAILING
DW6	6x6 CEMENT FIBER COLUMN TRIM OVER 3x3x3 CEMENT FIBER PAGA OVER 2x6x2 SUBBRACCA.
DW7	PREFINISHED METAL 6-INCH GUTTER WITH PREFINISHED METAL DOWNSPOUTS.
DW8	WOOD BRACKET - PAINT
DW9	STEEL PATIO DOOR WITH DOUBLE INSULATED LOW E GLAZING.
DW10	SLING PATIO DOORS WITH DOUBLE INSULATED LOW E GLAZING.
DW11	PREFINISHED METAL DOWNSPOUT
R1	10 YL ARCHITECTURAL PROFILE ASPHALT SHINGLE ON 30 LB. SQUARE SHEATHING WITH 1/2" W. SECONDARY UNDERLAMENT AT ALL EAVES AND VALLES OVER 3/4" O.S.B. ROOF SHEATHING OVER PRE-ENGINEERED ROOF TRUSSES WITH 1/2" O.S.B. IN INSULATION AND VAPOUR BARRIER AT INSIDE FACE OF BOTTOM CHORD WITH 1/2" RESILIENT CHANNEL @ 24" O.C. AND 7/8" 5/8" TYPE "X" GYPS. SO. AT THE UNDERSIDE.
R2	1" P x 4" P PHOTOVOLTAIC SOLAR PANELS MOUNTED ON CHANNELS TO MATCH ROOF SLOPE.
R3	10 YL ARCHITECTURAL PROFILE ASPHALT SHINGLE ON 30 LB. SQUARE SHEATHING WITH 1/2" W. SECONDARY UNDERLAMENT AT ALL EAVES OVER 3/4" O.S.B. ROOF SHEATHING OVER 2x6 WOOD FRAMING SUPPORTED BY PAINTED 4x4 BRACKETS WITH 1/2" CENTIMETRIC SORT ON UNDERSIDE.

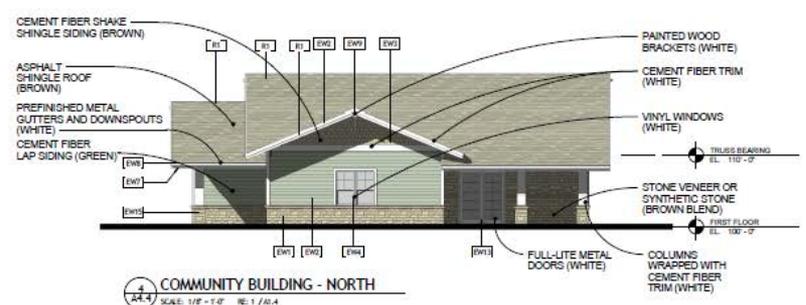
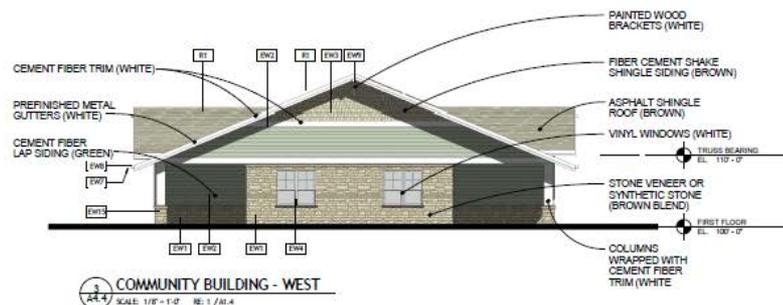


Building Elevations



3 COMMUNITY BUILDING - VIEW FROM SE
SCALE: RE: 1 / 20A

SYSTEM NOTES	
EW1	SYNTHETIC STONE VENEER ON SCRATCH COAT ON GALVANIZED METAL LATH ON 2" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARRIERS ON 7/8" EXTERIOR O.S.B. SHEATHING ON 2x6 WOOD-FRAMING WITH R-19 BATT INSULATION, VAPOR BARRIER AND 5/8" TYPE 'V' GVR. SD. AT INSIDE FACE OF STUD.
EW2	CEMENT FIBER LAP SIDING ON 2" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARRIERS ON 7/8" EXTERIOR O.S.B. SHEATHING ON 2x6 WOOD-FRAMING WITH R-19 BATT INSULATION, VAPOR BARRIER AND 5/8" TYPE 'V' GVR. SD. AT INSIDE FACE OF STUD.
EW3	CEMENT FIBER SHAKE SHINGLE SIDING ON 2" THICK CONTINUOUS POLYISOCYANURATE RIGID INSULATION BOARD OVER THREE COMMERCIAL AIR BARRIERS ON 7/8" EXTERIOR O.S.B. SHEATHING ON 2x6 WOOD-FRAMING WITH R-19 BATT INSULATION, VAPOR BARRIER AND 5/8" TYPE 'V' GVR. SD. AT INSIDE FACE OF STUD.
EW4	SINGLE-GLASS WINDOWS WITH DOUBLE INSULATED LOW-E GLAZING.
EW5	1/2" CEMENT FIBER BRACKETS OVER 1/2" CEMENT FIBER TRIM OVER 2x4 SUBRAIL.
EW6	PREFINISHED METAL GUTTER WITH PREFINISHED METAL DOWNSPOUTS.
EW9	WOOD BRACKET - PAINT
EW10	FULL-LITE DOORS WITH DOUBLE INSULATED LOW-E GLAZING.
EW14	INSULATED METAL DOOR.
EW15	SYNTHETIC STONE VENEER ON SCRATCH COAT ON GALVANIZED METAL LATH OVER THREE COMMERCIAL AIR BARRIERS ON 7/8" EXTERIOR O.S.B. SHEATHING ON 2x6 WOOD-FRAMING.
EW16	30-YR. ARCHITECTURAL PROFILE ASPHALT SHINGLE ON 3/8" AGGREGATE ROOFING FELT WITH 2" W. SECONDARY UNDERLAYMENT AT ALL EAVES AND VALLES OVER 1/2" O.S.B. ROOF SHEATHING OVER PRE-ENGINEERED ROOF TRUSSES WITH R-30 BATT INSULATION AND AIR-AND-VAPOR BARRIER AT INSIDE FACE OF BOTTOM CHORD WITH 1/2" RESILIENT CHANNELS @ 24" O.C. AND TYPE SPS TYPE 'C' GVR. SD. AT THE UNDERSIDE.





Land Use Data

GENERAL LAND USE DATA

EXISTING ZONING	RMU
TOTAL ACREAGE OF SITE	6.4 AC
TOTAL # OF PROPOSED LOTS	2
AVERAGE LOT SIZE	3.2 AC
MINIMUM LOT SIZE	2.4 AC
TOTAL NUMBER OF PROPOSED PHASES	2
ACREAGE PER PHASE:	
PHASE 1	4.0 AC
PHASE 2	2.4 AC
DENSITY PER PHASE:	
PHASE 1	11 DU/AC
PHASE 2	13 DU/AC
NON-POTABLE IRRIGATION	
PUBLIC STREETS	NA
PRIVATE STREETS	28' WIDTH
TOTAL STREETS	1

PHASE 1 GENERAL LAND USE DATA

ITEM	QUANTITY	% OF PHASE 1 SITE
PARKING/DRIVE	43,800 SF	25%
CURB/GUTTER	3,405 SF	2%
SIDEWALK	24,350 SF	14%
OPEN SPACE	90,165 SF	52%

PHASE 2 GENERAL LAND USE DATA

ITEM	QUANTITY	% OF PHASE 2 SITE
PARKING/DRIVE	25,470 SF	24%
CURB/GUTTER	2,250 SF	2%
SIDEWALK	14,240 SF	14%
OPEN SPACE	48,315 SF	46%

BUILDING UNIT MIX:

TYPE 'A'	(4) 3-BEDROOM
	(4) 2-BEDROOM
TYPE 'B'	(8) 2-BEDROOM
1 STORY	(4) 2-BEDROOM
TYPE 'C'	(4) 1-BEDROOM
	(4) 2-BEDROOM

PHASE 1 UNIT MIX:

(8) THREE BEDROOM
 (28) TWO BEDROOM
 (8) ONE BEDROOM
 44 TOTAL UNITS

PHASE 2 UNIT MIX:

(4) THREE BEDROOM
 (26) TWO BEDROOM
 (6) ONE BEDROOM
 36 TOTAL UNITS

TOTAL UNITS AT BUILD-OUT:

(12) THREE BEDROOM
 (54) TWO BEDROOM
 (14) ONE BEDROOM
 80 TOTAL UNITS

BUILDING COVERAGE DATA:

LOT #1 - .45 AC
 11% OF LOT #1
 LOT #2 - .33 AC
 14% OF LOT #2

MAXIMUM PROPOSED BUILDING HEIGHT

TYPE 'A'	33'-4"
TYPE 'B'	30'-10"
TYPE 'C'	30'-10"

UTILITIES TO BE PROVIDED BY:

WATER: TOWN OF WINDSOR
 SEWER: TOWN OF WINDSOR
 GAS: XCEL
 ELECTRIC: XCEL
 PHONE: CENTURY LINK

ON SITE PARKING DATA-PHASE 1

TYPE OF PARKING	COUNT
9'-0" X 18'-0"	79
ACCESSIBLE STALLS	14

ON SITE PARKING DATA-PHASE 2

TYPE OF PARKING	COUNT
9'-0" X 18'-0"	54
ACCESSIBLE STALLS	10

TOWN OF WINDSOR PLANNING DEPARTMENT
301 Walnut Street, Windsor, CO 80550
Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

LAND USE APPLICATION FORM

Land use applications shall include all items listed in the application submittal checklist and the Town of Windsor Municipal Code (Code). The Town of Windsor Planning Department reserves the right to refuse to accept incomplete submittals. Please see the Code for submittal requirements.

APPLICATION TYPE:

- ANNEXATION
- MASTER PLAN
- REZONING
- MINOR SUBDIVISION
- LOT LINE ADJUSTMENT
- MAJOR SUBDIVISION
- SITE PLAN
- ADMINISTRATIVE SITE PLAN
- SITE PLAN - Qualified Commercial or Industrial (Fast Track)

STATUS:

(for MAJOR SUBDIVISIONS and SITE PLANS only)

- Preliminary
- Final

PROJECT NAME*: Windshire Park Subdivision Third Filing

LEGAL DESCRIPTION*: A Replat of Tracts A,B,C,M and Q, Sweetcroft Drive and a portion of Guardian Drive, Windshire Park Subdivision, located in Section 7 and Section 18, T 6N, R 67W of the 6th P.M., Town of Windsor, County of Weld, State of Colorado

PROPERTY ADDRESS (if available): _____

PROPERTY OWNER (APPLICANT):	
Owner's Name(s)*:	Dino DiTullio
Company:	Windsor Farm Investments LLC
Address*:	3003 E Harmony Rd Fort Collins, CO 80528
Primary Phone #*:	970.207.0102
Secondary Phone #:	_____
Fax #*:	_____
E-Mail*:	dino@westwarddevelopment.com

OWNER'S AUTHORIZED REPRESENTATIVE:	
Representative's Name:	Jim Birdsall
Company:	TB Group
Address:	444 Mountain Ave., Berthoud, CO 80513
Primary Phone #:	970.532.5891
Secondary Phone #:	_____
Fax #:	970.532.5759
E-Mail:	jim@tbgroup.us

All correspondence will only be sent to the owner's authorized representative. It is the sole responsibility of the representative to distribute correspondence to the owner and other applicable parties, i.e. engineers, architects, surveyors, attorneys, consultants, etc.

I hereby depose and state under the penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my knowledge.

Dino DiTullio, MGR 8-10-12
Signature: Owner or Owner's Authorized Representative** Date

**Proof of owner's authorization is required with submittal if signed by Owner's Authorized Representative.

Dino DiTullio
Print Name(s)

*Required fields

TOWN OF WINDSOR PLANNING DEPARTMENT
 301 Walnut Street, Windsor, CO 80550
 Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

GENERAL APPLICATION OVERVIEW FORM

This form is to be completed for each application type and submitted at the same time the
 LAND USE APPLICATION FORM is submitted.

EXISTING ZONING: RMU	PROPOSED ZONING: n/a
TOTAL ACREAGE: 98.152 ac.	
TOTAL # OF PROPOSED LOTS: 295	
AVERAGE LOT SIZE: 8,100 s.f.	
MINIMUM LOT SIZE: 6,600 s.f.	
TOTAL # OF PROPOSED PHASES: 3	
ACREAGE PER PHASE: Phase 1 - 32.49 ac.; Phase 2 - 25.86 ac.; Phase 3 - 32.89 ac.	
LOTS PER PHASE: Phase 1 - 84 lots; Phase 2 - 75 lots; Phase 3 - 136 lots	
PARKLAND (sq. ft. & acreages): 3.162 ac.	
PARKLAND (public or private): 3.162 ac. public neighborhood park	
IRRIGATION WATER (potable or non-potable): non-potable	

UTILITIES TO BE PROVIDED BY:
WATER: Town of Windsor
SEWER: Town of Windsor
GAS: Xcel Energy
ELECTRIC: Poudre Valley REA
PHONE: Century Link Communications

IF THIS IS A FINAL APPLICATION, SUBMIT TOTALS OF THE FOLLOWING IN LINEAR FEET (use separate sheets if necessary):
PUBLIC STREETS (break down by classification/width): Urban Major Collector, 80' wide & Local, 50' wide
PRIVATE STREETS (break down by classification/width): n/a
TOTAL STREETS (break down by classification/width): Major Collector - 4,000'; Local - 12,000'; Total Streets - 16,000'
WATER LINES (break down by line sizes): 12 inch - 1,600 feet; 10 inch - 3,400 feet; 8 inch - 10,600 feet
SEWER LINES (break down by line sizes): 10 inch - 710 feet; 8 inch 13,000 feet
CURB: 32,000 feet
GUTTER:
SIDEWALK: 34,000 feet
OPEN SPACE (not to include detention areas) in sq ft & acres: 30.35 ac.
TRAIL EASEMENTS (break down by width): n/a
Developed trail (break down by width, depth & material): 6' wide concrete
Undeveloped trail (break down by width, depth & material): n/a

For office use only:		
Applicable Corridor Plan:		
Metropolitan District:		
Application fee: \$	Date received:	By:

STANDARD GENERAL NOTES FOR CONSTRUCTION PLANS (REVISED 1/27/10)

- ALL STREET, SANITARY SEWER, STORM SEWER AND WATERLINE CONSTRUCTION SHALL CONFORM TO THE TOWN OF WINDSOR STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF EXECUTION OF THE DEVELOPMENT AGREEMENT PERTAINING TO THIS DEVELOPMENT. ANY CONSTRUCTION OCCURRING THREE YEARS OR MORE AFTER THE EXECUTION OF THE DEVELOPMENT AGREEMENT SHALL REQUIRE RE-EXAMINATION OF THE PLANS BY THE TOWN ENGINEER, WHO MAY REQUIRE THAT THEY BE MADE TO CONFORM TO STANDARDS AND SPECIFICATIONS CURRENT AT THAT TIME.
- ALL WATERLINE CONSTRUCTION SHALL CONFORM TO THE TOWN OF WINDSOR WATER STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF CONSTRUCTION.
- ALL SANITARY SEWER CONSTRUCTION SHALL CONFORM TO THE TOWN OF WINDSOR SANITARY SEWER STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF CONSTRUCTION.
- SANITARY SEWER SERVICE SHALL BE PROVIDED TO EACH LOT VIA INDIVIDUAL SEWAGE DISPOSAL SYSTEMS.
- STREET PAVING SHALL NOT BEGIN UNTIL SUBGRADE COMPACTION TESTS ARE TAKEN AND THE TOWN ENGINEER APPROVES THE RESULTS.
- THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS OF THE SOILS REPORT PREPARED FOR THIS PROJECT AND APPROVED BY THE TOWN ENGINEER.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE THE TOWN ENGINEER 24 HOURS ADVANCED NOTICE. PHONE (970) 686-7476.
- TEMPORARY EROSION CONTROL MEASURES SHALL BE PROVIDED BY THE CONTRACTOR DURING CONSTRUCTION AS IDENTIFIED ON THE EROSION CONTROL PLAN. MAINTENANCE OF ONSITE DRAINAGE AND EROSION CONTROL FACILITIES DURING CONSTRUCTION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION, THE CONTRACTOR SHALL CONTACT ALL UTILITIES TO COORDINATE SCHEDULES.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION THAT WILL AFFECT TRAFFIC SIGNS OF ANY TYPE, THE CONTRACTOR SHALL CONTACT THE TOWN ENGINEER. PHONE (970) 686-7476.
- ALL TRAFFIC CONTROL DEVICES, STRIPING AND SIGNING SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
- THE CONTRACTOR SHALL CONTACT THE TOWN OF WINDSOR CONSTRUCTION INSPECTOR PRIOR TO ANY STREET CUT. THE EXISTING STREET CONDITION SHALL BE DOCUMENTED BY THE TOWN OF WINDSOR CONSTRUCTION INSPECTOR BEFORE ANY CUTS ARE MADE. ANY STREET PATCHING SHOWN ON THE DRAWINGS IS APPROXIMATE. ACTUAL LIMITS OF STREET PATCH SHALL BE DETERMINED BY THE TOWN OF WINDSOR CONSTRUCTION INSPECTOR. PATCHING SHALL BE DONE IN CONFORMANCE WITH TOWN OF WINDSOR DIVISION 1 STREETS DESIGN CRITERIA AND CONSTRUCTION SPECIFICATIONS (SECTION 02595). ALL LARGE PATCHES SHALL BE PAVED WITH AN ASPHALT LAY-DOWN MACHINE. IN STREETS WHERE MORE THAN ONE CUT IS MADE, AN OVERLAY OF THE ENTIRE STREET WIDTH, INCLUDING THE PATCHED AREA, MAY BE REQUIRED. IN ACCORDANCE WITH THE REFERENCED SPECIFICATIONS, THE TOWN ENGINEER SHALL MAKE THE DETERMINATION OF THE NEED FOR A COMPLETE OVERLAY.
- ALL DAMAGED EXISTING CURB, GUTTER, AND SIDEWALK SHALL BE REPAIRED PRIOR TO ACCEPTANCE OF COMPLETED IMPROVEMENTS.
- THE TYPE, SIZE, LOCATION AND NUMBER OF ALL KNOWN UNDERGROUND UTILITIES ARE APPROXIMATE WHEN SHOWN ON THESE CONSTRUCTION DRAWINGS. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES ALONG THE ROUTE OF THE WORK PRIOR TO COMMENCING ANY NEW CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE OF ANY UNKNOWN UNDERGROUND UTILITIES.
- THE CONTRACTOR SHALL NOTIFY THE TOWN OF WINDSOR PUBLIC WORKS DEPARTMENT AT (970) 686-7476 AT LEAST 48 HOURS PRIOR TO INSTALLING A NEW SEWER SERVICE.
- THE CONTRACTOR SHALL NOTIFY THE TOWN OF WINDSOR PUBLIC WORKS DEPARTMENT AT (970) 686-7476 AT LEAST 48 HOURS PRIOR TO INSTALLING A NEW WATER SERVICE OR ABANDONING AN EXISTING WATER SERVICE.
- THE TOWN OF WINDSOR SHALL NOT BE RESPONSIBLE FOR OPERATION, MAINTENANCE OR REPAIR OF STORM DRAINAGE FACILITIES LOCATED ON PRIVATE PROPERTY.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE SERVICES OF A QUALIFIED TESTING LABORATORY TO PERFORM ALL COMPACTION TESTING, ASPHALT TESTING, CONCRETE TESTING AND ANY OTHER TESTING AS MAY BE REQUIRED TO COMPLETE THE WORK. QUALITY CONTROL TEST RESULTS MUST BE SUBMITTED FOR ALL PHASES OF THIS PROJECT PER THE TOWN'S REQUIREMENTS.
- THE CONTRACTOR SHALL MAINTAIN ONE (1) SET OF "REDLINED" PRINTS OF THE CONSTRUCTION PLANS. THE "REDLINED" PRINTS SHALL BE KEPT CURRENT TO ACCURATELY REPRESENT THE DIMENSIONS AND LOCATIONS OF ALL WORK PERFORMED BY THE CONTRACTOR. PRIOR TO FINAL PAYMENT, THE CONTRACTOR MUST PRESENT THE "REDLINED" PRINTS TO THE OWNER'S ENGINEER FOR PREPARATION OF A SET OF REPRODUCIBLE "RECORD DRAWINGS" WHICH SHALL BE SUBMITTED TO THE TOWN WITHIN 30 DAYS OF CONSTRUCTION ACCEPTANCE OF THE PROJECT BY THE TOWN.
- THE OWNER/DEVELOPER SHALL BE RESPONSIBLE FOR PROVIDING ALL REQUIRED LOT STAKING AND CONSTRUCTION STAKING. THE CONTRACTOR SHALL COORDINATE THROUGH THE OWNER'S DESIGNATED REPRESENTATIVE TO ASSURE THAT THE SURVEYOR IS GIVEN ADEQUATE NOTICE AND INSTRUCTION IN ORDER TO COMPLETE THE SURVEY REQUIREMENTS FOR THE VARIOUS PHASES OF THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COST OF RE-SURVEYING REQUIRED DUE TO THE CONTRACTOR'S OR SUBCONTRACTOR'S ACTIVITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COSTS ASSOCIATED WITH RESCHEDULING THE SURVEYOR TO ACCOMMODATE THE CONTRACTOR'S REQUESTS FOR UNSCHEDULED STAKING.
- THE CONTRACTOR SHALL PROVIDE AND IMPLEMENT A "TRAFFIC CONTROL PLAN" RELATED TO ALL CONSTRUCTION ACTIVITIES FOR THIS PROJECT.
- THE CONTRACTOR SHALL PERFORM ALL WORK ACCORDING TO ALL TOWN, COUNTY, STATE AND FEDERAL SAFETY AND HEALTH REGULATIONS. IN PARTICULAR, THE TRENCHING AND OPEN EXCAVATION OPERATIONS SHALL COMPLY WITH ALL CURRENT O.S.H.A. REGULATORY REQUIREMENTS.
- ALL CONSTRUCTION ACTIVITIES MUST COMPLY WITH THE STATE OF COLORADO PERMITTING PROCESS FOR "STORMWATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY." FOR INFORMATION CONTACT THE COLORADO DEPARTMENT OF HEALTH, WATER QUALITY CONTROL DIVISION, WQCD-PE-B2, 4300 CHERRY DRIVE SOUTH, DENVER, COLORADO, 80246-1530. ATTENTION: PERMITS AND ENFORCEMENT SECTION. PHONE (303) 692-3590.
- IF DEWATERING IS TO BE USED TO INSTALL UTILITIES, A STATE CONSTRUCTION DEWATERING DISCHARGE PERMIT IS REQUIRED IF DISCHARGE IS INTO A STORM SEWER, CHANNEL, IRRIGATION DITCH, OR ANY WATERS OF THE UNITED STATES.
- THE ENGINEER WHO HAS PREPARED THESE PLANS, BY EXECUTION AND/OR SEAL HEREON, DOES HEREBY AFFIRM RESPONSIBILITY TO THE TOWN OF WINDSOR, AS A BENEFICIARY OF SAID ENGINEER'S WORK, FOR ANY ERRORS AND OMISSIONS CONTAINED IN THESE PLANS, AND APPROVAL OF THESE PLANS SHALL NOT RELIEVE THE ENGINEER WHO HAS PREPARED THESE PLANS OF ANY SUCH RESPONSIBILITY.
- THE CONTRACTOR SHALL HAVE A REGISTERED LAND SURVEYOR TIE OUT AND RESET ANY PROPERTY CORNERS OR SECTION CORNERS PLANNED TO BE DISTURBED BY CONSTRUCTION OF THIS PROJECT AND SHALL HAVE A REGISTERED LAND SURVEYOR REESTABLISH ANY PROPERTY CORNERS OR SECTION CORNERS INADVERTENTLY DISTURBED DURING CONSTRUCTION OF THIS PROJECT

UTILITY PLAN NOTES

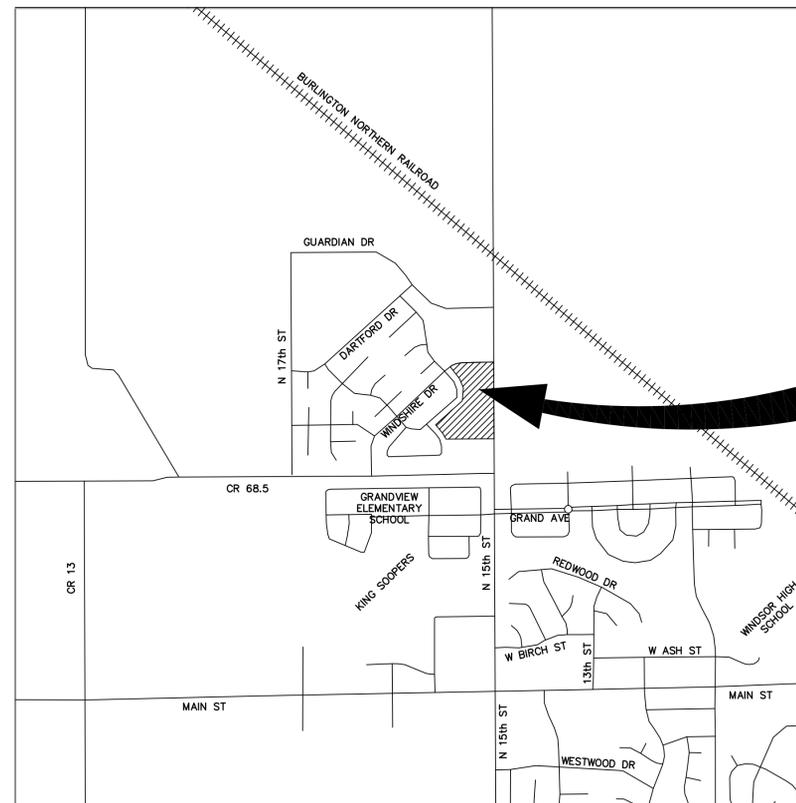
- ALL WATERLINES SHALL BE C900, DR 18 PVC PIPE WITH A MINIMUM 12 GAGE INSULATED TRACER WIRE.
- ALL WATERLINES SHALL BE BURIED A MINIMUM OF 5 FEET BELOW FINISHED GRADE.
- MAINTAIN 10 FEET OF HORIZONTAL SEPARATION AND 18 INCHES OF VERTICAL SEPARATION BETWEEN ALL SEWER AND WATER LINES.

EROSION CONTROL CONSTRUCTION PLAN NOTES

- ALL REQUIRED PERIMETER SILT FENCING SHALL BE INSTALLED PRIOR TO ANY LAND DISTURBING ACTIVITY (STOCKPILING, STRIPPING, GRADING, ETC.). ALL OTHER REQUIRED EROSION CONTROL MEASURES SHALL BE INSTALLED AT THE APPROPRIATE TIME IN THE CONSTRUCTION SEQUENCE.
- PRE-DISTURBANCE VEGETATION SHALL BE PROTECTED AND RETAINED WHEREVER POSSIBLE. REMOVAL OR DISTURBANCE OF EXISTING VEGETATION SHALL BE LIMITED TO THE AREA REQUIRED FOR IMMEDIATE CONSTRUCTION OPERATIONS AND FOR THE SHORTEST PRACTICAL PERIOD OF TIME.
- THE PROPERTY SHALL BE WATERED AND MAINTAINED AT ALL TIMES DURING CONSTRUCTION ACTIVITIES SO AS TO PREVENT WIND-CAUSED EROSION. ALL LAND DISTURBING ACTIVITIES SHALL BE IMMEDIATELY DISCONTINUED WHEN FUGITIVE DUST IMPACTS ADJACENT PROPERTIES.
- ALL TEMPORARY EROSION CONTROL MEASURES SHALL BE INSPECTED AND REPAIRED OR RECONSTRUCTED AS NECESSARY AFTER EACH RUNOFF EVENT IN ORDER TO ASSURE CONTINUED PERFORMANCE OF THEIR INTENDED FUNCTION. ALL RETAINED SEDIMENTS, PARTICULARLY THOSE ON PAVED ROADWAY SURFACES, SHALL BE REMOVED AND DISPOSED OF IN A MANNER AND LOCATION SO AS NOT TO CAUSE THEIR RELEASE INTO ANY DRAINAGEWAY.

WINDSHIRE PARK THIRD SUDIVISION, LOTS 1 & 2 BLOCK 32, SITE PLAN (WINDSOR MEADOWS)

OCTOBER 10, 2012



VICINITY MAP
SCALE: 1"=1000'

BENCHMARK:

BENCHMARK: TOWN OF WINDSOR VERTICAL BENCHMARK #99
3 3/4" ALUMINUM CAP SET IN CONCRETE MARKED "WIN SPWY" IN THE VICINITY OF THE SW CORNER SECTION 17, T6N, R67W, AT SOUTHWEST CORNER OF 15TH STREET AND MAIN STREET (HIGHWAY 392), 1' W. OF T/BW, 8" SW OF TRAFFIC SIGNAL POLE.
NAVD 1988 ELEVATION = 4799.75

SHEET NO.	INDEX OF SHEETS
C1.0	COVER SHEET
C2.0	PHASE PLAN
C3.0-C3.1	HORIZONTAL CONTROL, SIGNING & STRIPING PLAN
C4.0-4.2	UTILITY PLAN
C5.0-5.2	GRADING PLAN
C6.0	DRAINAGE & EROSION CONTROL PLAN
C7.0	SANITARY PLAN & PROFILE
C8.0	STREET PLAN & PROFILE
C9.0-C9.2	DETAILS
LS101	SITE PLAN
LS501	SITE DETAILS
LP101	LANDSCAPE PLAN
LP501	LANDSCAPE DETAILS
LI100-LI103	IRRIGATION PLAN
LI501-LI502	IRRIGATION DETAILS
A4.1-A4.4	BUILDING ELEVATIONS
E1.1	ELECTRICAL SITE PLAN
E1.2	ELECTRICAL DETAILS

WINDSHIRE PARK
PROJECT NO. 104-08
SHEET 1 OF 31
DATE: 10/10/12

TOWN OF WINDSOR
DRAWING APPROVAL

REVIEW IS FOR GENERAL COMPLIANCE WITH TOWN STANDARDS. NO RESPONSIBILITY IS ASSUMED FOR CORRECTNESS OF DESIGN.

TOWN ENGINEER:
BY _____ DATE _____

DIRECTOR OF PUBLIC WORKS:
BY _____ DATE _____

CALL UTILITY NOTIFICATION
CENTER OF COLORADO
1-800-922-1987
CALL 2-BUSINESS DAYS IN ADVANCE
BEFORE YOU DIG, GRADE, OR EXCAVATE
FOR THE MARKING OF UNDERGROUND
MEMBER UTILITIES.

NOT FOR CONSTRUCTION



WINDSHIRE PARK SUBDIVISION THIRD FILING,
LOTS 1 & 2, BLOCK 32 SITE PLAN
Windsor Meadows



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ARCHITECTS
P.C.

712 WHALERS WAY SUITE, B-100
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(970) 223-1820
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COVER SHEET

PROJECT 1211
DATE 10/10/12
DRAWN PPK
SHEET 1 OF 31
C1.0

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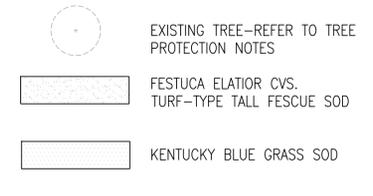
LANDSCAPE SCHEDULE

QTY	SYMBOL	IDENT.	BOTANIC NAME	COMMON NAME	SIZE	TYPE
DECIDUOUS TREES						
9	(A)	CSP	CATALPA SPECIOSA	WESTERN CATALPA	2" CAL.	B&B
8	(+)	COC	CELTIS OCCIDENTALIS	HACKBERRY	2" CAL.	B&B
11	(•)	GTR	GLEDITSIA TRIACANTHOS VAR 'INERMIS'	THORNLESS HONEYLOCUST	2" CAL.	B&B
12	(+)	GDI	GYMNOCLADUS DIOICA	KENTUCKY COFFEETREE	2" CAL.	B&B
8	(•)	TAM	TILIA AMERICANA 'REDMOND'	REDMOND AMERICAN LINDEN	2" CAL.	B&B
8	(•)	POC	PLANTANUS X ACERFOLIA 'BLOODGOOD'	BLOODGOOD LONDON PLANE TREE	2" CAL.	B&B
10	(•)	QME	QUERCUS MEUHLBERGII	CHINKAPIN OAK	2" CAL.	B&B

QTY	SYMBOL	IDENT.	BOTANIC NAME	COMMON NAME	SIZE	TYPE
ORNAMENTAL TREES						
25	(•)	AGR	ACER GRANDIDENTATUM	BIGTOOTH MAPLE	1.5" CAL.	B&B
14	(•)	QGA	QUERCUS GAMBELII	GAMBEL OAK	1.5" CAL.	B&B
EVERGREEN TREES						
18	(•)	PFL	PINUS FLEXILIS 'VADERWOLF'S PYRAMID'	VANDERWOLF'S LIMBER PINE	6' HT.	B&B
6	(•)	PNI	PINUS NIGRA	AUSTRIAN PINE	6' H	B&B
DECIDUOUS SHRUBS						
47	(•)	BDA	BUDDLEJA DAVIDII	BUTTERFLY BUSH	5 GAL.	
134	(•)	CCL	CARYOTPERIS X CLANDONENSIS	DARK KNIGHT SPIREA	5 GAL.	
87	(•)	CSE	CORNUS SERICEA 'ISANTI'	ISANTI DOGWOOD	5 GAL.	
9	(•)	EAL	EUONYMUS ALTA 'COMPACTUS'	DWARF BURNING BUSH	5 GAL.	
100	(•)	PMI	PHILADELPHUS MICROPHYLLUS	LITTLELEAF MOCKORANGE	5 GAL.	
142	(•)	PBE	PRUNUS BESSEYI 'PAWNEE BUTTES'	PAWNEE BUTTES SAND CHERRY	5 GAL.	

QTY	SYMBOL	IDENT.	BOTANIC NAME	COMMON NAME	SIZE
103	(•)	PGL	PRUNUS GLANDULOSA 'ROSEA PLENA'	PINK FLOWERING ALMOND	5 GAL.
35	(•)	RTR	RHUS TRILOBATA	THREE-LEAF SUMAC	5 GAL.
145	(•)	RAL	RIBES ALPINUM	ALPINE CURRANT	5 GAL.
93	(•)	RUV	RIBES UVA-CRISPA 'COMANCHE'	COMANCHE GOOSEBERRY	5 GAL.
10	(•)	RWO	ROSA WOODSII	WOOD'S ROSE	5 GAL.
65	(•)	SPU	SAMBUCUS PUBENS	RED FRUITED ELDERBERRY	5 GAL.
69	(•)	VLE	VIBURNUM LENTAGO	NANNYBERRY	5 GAL.
ORNAMENTAL GRASSES					
290	(•)	CAC	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS	1 GAL.
387	(•)	HSE	HELICTOTRICHON SEMPERVIRENS	BLUE OATGRASS	1 GAL.
175	(•)	MSI	MISCANTHUS SINENSIS 'YAKUSHIMA'	MAIDEN GRASS	1 GAL.
326	(•)	SSC	SCHIZACHYRIUM SCOPARIUM	BLUESTEM FESCUE	1 GAL.
PERENNIALS					
	(•)	RHI	RUDBECKIA HIRTA	BLACK-EYED SUSAN	1 GAL.
	(•)	SOF	SALVIA OFFICINALIS 'PURPURASCENS'	PURPLE SAGE	1 GAL.
	(•)	HEM	HEMEROCALLIS VAR.	DAYLILY	1 GAL.

LANDSCAPE LEGEND:



NOTE: 5 STREET TREES ALONG PRIVATE DRIVE TO BE INSTALLED AS A PART OF PHASE 1 CONSTRUCTION-NOTED WITH (P1) ALONG WITH IDENTIFIER

TREE PROTECTION NOTES:

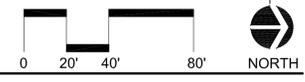
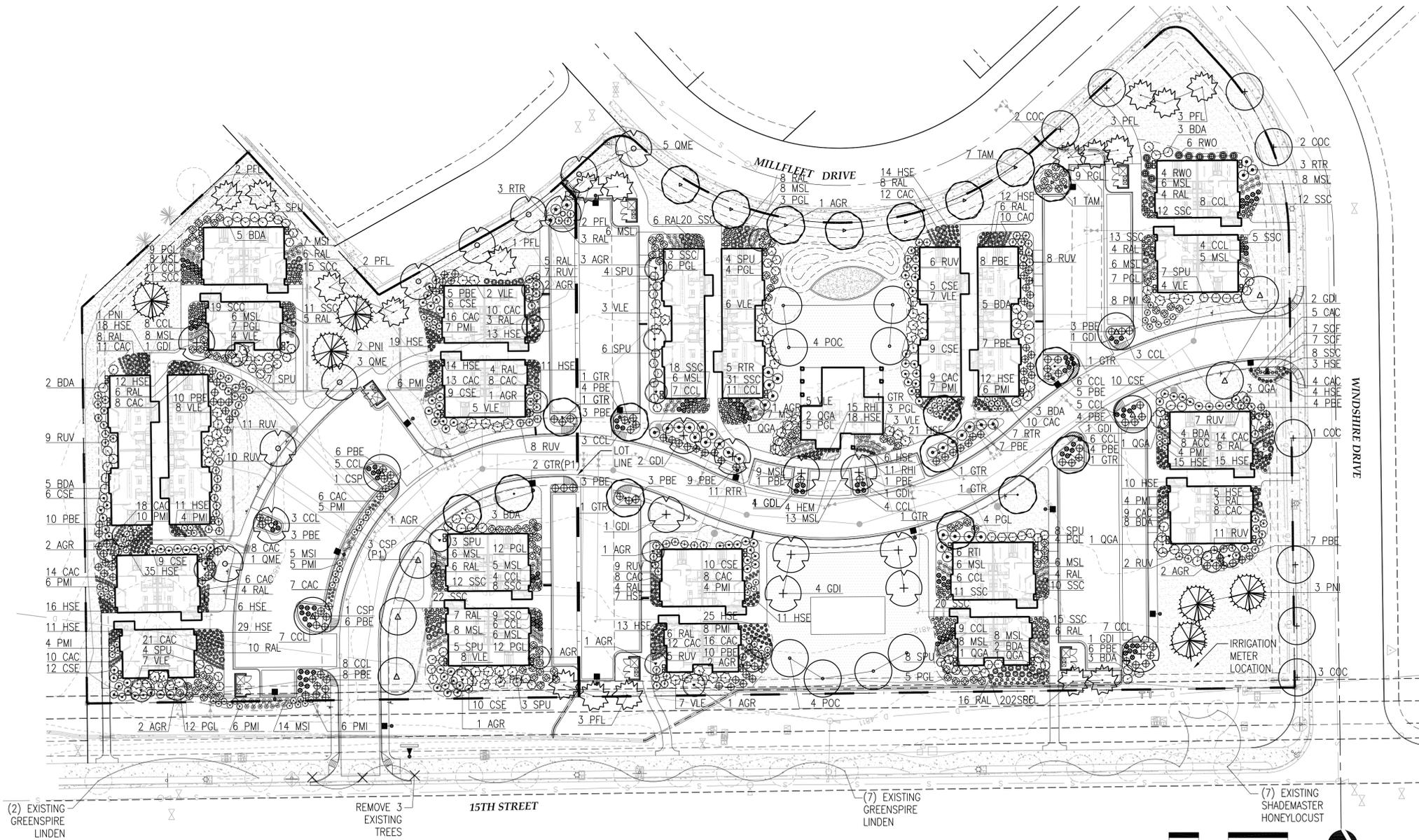
- WITHIN THE DRIP LINE OF ANY PROTECTED EXISTING TREE, THERE SHALL BE NO CUT OR FILL GREATER THAN A FOUR INCH (4") DEPTH UNLESS A QUALIFIED ARBORIST OR FORESTER HAS EVALUATED AND APPROVED THE DISTURBANCE.
- ALL PROTECTED EXISTING TREES SHALL BE PRUNED ACCORDING TO THE MOST CURRENT STANDARDS AND GUIDELINES DEVELOPED BY THE ISA.
- PRIOR TO AND DURING CONSTRUCTION, BARRIERS SHALL BE ERRECTED AROUND ALL PROTECTED EXISTING TREES WITH SUCH BARRIERS TO BE OF ORANGE FENCING A MINIMUM OF FOUR (4) FEET IN HEIGHT, SECURED WITH METAL T-POSTS, NO CLOSER THAN SIX (6) FEET FROM THE TRUNK OR ONE-HALF (1/2) OF THE DRIP LINE, WHICHEVER IS GREATER. THE SPACING OF STAKES SHALL BE TEN (10) FEET. THERE SHALL BE NO STORAGE OR MOVEMENT OF EQUIPMENT, MATERIAL, DEBRIS, OR FILL WITHIN THE FENCED TREE PROTECTION ZONE.
- DURING THE CONSTRUCTION STAGE OF DEVELOPMENT, THE APPLICANT SHALL PREVENT THE CLEANING OF EQUIPMENT OR MATERIAL OR THE STORAGE OF WASTE MATERIAL SUCH AS PAINTS, OILS, SOLVENTS, ASPHALT, CONCRETE, MOTOR OIL OR ANY OTHER MATERIAL HARMFUL TO THE LIFE OF A TREE, WITHIN THE DRIP LINE OF ANY PROTECTED TREE OR GROUP OF TREES.
- NO DAMAGING ATTACHMENT, WIRES, SIGNS, OR PERMITS MAY BE FASTENED TO ANY PROTECTED TREE.
- LARGE PROPERTY AREAS CONTAINING PROTECTED TREES AND SEPARATED FROM CONSTRUCTION OR LAND CLEARING AREAS, ROAD RIGHTS-OF-WAY AND UTILITY EASEMENTS MAY BE "RIBBONED OFF" RATHER THAN ERRECTING PROTECTIVE FENCING AROUND EACH TREE AS REQUIRED ABOVE. THIS MAY BE ACCOMPLISHED BY PLACING METAL T-POSTS A MAXIMUM OF TWENTY-FIVE (25) FEET APART AND TYING RIBBON OR ROPE FROM STAKE-TO-STAKE ALONG THE OUTSIDE PERIMETERS OF SUCH AREAS BEING CLEARED.
- THE INSTALLATION OF UTILITIES, IRRIGATION LINES, OR ANY UNDERGROUND FIXTURE REQUIRING EXCAVATION DEEPER THAN SIX (6) INCHES SHALL BE ACCOMPLISHED BY BORING UNDER THE ROOT SYSTEM OF PROTECTED EXISTING TREES AT A MINIMUM DEPTH OF TWENTY-FOUR (24) INCHES. THE AUGER DISTANCE IS ESTABLISHED FROM THE FACE OF THE TREE (OUTER BARK) AND IS SCALED.

LANDSCAPE NOTES:

- ALL PLANT MATERIALS SHALL BE IN ACCORDANCE WITH AMERICAN ASSOCIATION OF NURSERYMEN SPECIFICATION FOR NUMBER ONE GRADE.
- ALL TURF AREAS TO BE IRRIGATED WITH AUTOMATIC POP UP OR ROTOR IRRIGATION SYSTEM. ALL SHRUB BEDS AND TREES TO BE IRRIGATED WITH AN AUTOMATIC DRIP (TRICKLE) IRRIGATION SYSTEM, OR ACCEPTABLE ALTERNATIVE. THE IRRIGATION SYSTEM IS TO BE ADJUSTED TO MEET THE WATER REQUIREMENT OF THE INDIVIDUAL PLANT MATERIAL.
- ALL TREES TO BE BALLED AND BURLAPPED, ROOT CONTROL BAG, OR CONTAINERIZED.
- ALL SHRUB BEDS TO BE MULCHED WITH WOOD MULCH (3" AVERAGE DEPTH) ON TYRAP FILTER FABRIC.
- EDGING BETWEEN GRASS AND SHRUB BEDS SHALL BE CONCRETE.
- CHANGES IN PLANT SPECIES OR PLANT LOCATIONS FROM WHAT IS LISTED ON THE LANDSCAPE PLAN WILL REQUIRE THE APPROVAL OF THE TOWN FORESTER PRIOR TO INSTALLATION OR REPLACEMENT. OVERALL QUANTITY AND QUALITY TO BE CONSISTENT WITH APPROVED PLANS. IN THE EVENT OF THE CONFLICT WITH THE QUANTITIES INCLUDED IN THE PLANT LIST, SPECIES AND QUANTITIES SHALL BE PROVIDED.
- LANDSCAPING OF THE BUILDING UNITS MAY BE PHASED ON A BUILDING BY BUILDING BASIS.
- THE HOMEOWNER'S ASSOCIATION WILL BE RESPONSIBLE FOR LANDSCAPE MAINTENANCE INCLUDING THE PLANTINGS IN PUBLIC STREET RIGHT-OF-WAY.
- STREET AND ORNAMENTAL TREES SHALL BE PLANTED NO CLOSER THAN FORTY (40) FEET AND FIFTEEN (15) FEET RESPECTIVELY FROM STREET LIGHTS. NO TREE SHALL BE PLANTED WITH TEN (10) FEET FROM WATER AND SEWER LINES, FOUR (4) FEET FROM GAS, TELEPHONE AND ELECTRIC UTILITIES, AND TEN (10) FEET FROM ANY DRIVEWAY.
- MINIMUM CLEARANCE OF THREE (3) FEET ON EACH SIDE OF FIRE DEPARTMENT CONNECTION (FDC). NO VEGETATION OTHER THAN TURF OR GROUND COVERS PLANTED IN FRONT OF FDC.
- THE IRRIGATION SYSTEM SHALL BE REVIEWED AND APPROVED BY THE TOWN'S WATER DEPARTMENT PRIOR TO ISSUANCE OF A BUILDING PERMIT. THE IRRIGATION SYSTEM MUST BE INSTALLED AND SECURED WITH A FINANCIAL DEPOSITED WITH THE TOWN PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY FOR THE BUILDING.
- DEVELOPER SHALL ENSURE THAT THE LANDSCAPE PLAN IS COORDINATED WITH THE PLANS DONE BY OTHER CONSULTANTS SO THE PROPOSED GRADING, STORM DRAINAGE, OR OTHER CONSTRUCTION DOES NOT CONFLICT NOR PRECLUDE INSTALLATION AND MAINTENANCE OF LANDSCAPE ELEMENTS ON THIS PLAN.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED SHALL BE THOROUGHLY LOOSENEED. ORGANIC AMENDMENTS SUCH AS COMPOST, PEAT, OR AGED MANURE SHALL BE THOROUGHLY INCORPORATED AT A RATE OF AT LEAST FOUR (4) CUBIC YARDS PER 1,000 SQUARE FEET.
- TURF AREAS WILL BE SEEDED OR SODDED WITH DROUGHT TOLERANT BLEND. TREES TO BE PLANTED IN TURF AREAS TO BE INSTALLED WITH AN ORGANIC MULCH RING THAT HAS A RADIUS OF AT LEAST 18"
- TO THE MAXIMUM EXTENT FEASIBLE, TOPSOIL THAT IS REMOVED DURING CONSTRUCTION ACTIVITY SHALL BE CONSERVED FOR LATER USE ON AREAS REQUIRING REVEGETATION AND LANDSCAPING.
- FOUNDATION SHRUB BEDS TO BE DESIGNED AND INSTALLED AFTER COMPLETION OF EACH BUILDING.
- CONTACT TOWN OF WINDSOR PARKS AND RECREATION DEPARTMENT PRIOR TO PLANTING IN ORDER FOR TOWN TO VERIFY PROPER PLANTING.
- NO SUBSTANTIAL IMPEDIMENT TO VISIBILITY BETWEEN THE HEIGHTS OF THREE (3) FEET AND EIGHT (8) FEET SHALL BE CREATED OR MAINTAINED AT STREET INTERSECTIONS WITHIN A SITE TRIANGLE DESCRIBED AS FOLLOWS: BEGINNING AT THE POINT OF INTERSECTION OF THE EDGES OF THE DRIVING SURFACE, THEN TO FORTY (4) FEET ALONG BOTH INTERSECTING EDGES AND THEN ALONG A TRANSVERSE LINE CONNECTING THESE POINTS.
- SECOND DOMESTIC WATER METER TO BE SHOWN ON LANDSCAPE PLAN FOR IRRIGATION CONNECTION OR NON-POTABLE WATER SOURCE CONNECTION.
- IF PLANTS ARE IN NEED OR REPLACEMENT DUE TO DECLINING HEALTH, DISEASE, OR DEATH, THE PLANTS MUST BE REPLACED WITH THE ORIGINAL SPECIES UNLESS APPROVED BY THE TOWN FORESTER.

LAND USE TABLE:

OPEN SPACE REQUIREMENTS:	45.3%	125,100 S.F.
PARKING LOT:	69,270 S.F.	
INTERIOR PARKING LOT LANDSCAPE AREA:	4,160 S.F.	
SIDEWALK:	38,590 S.F.	



LANDSCAPE PLAN
SCALE: 1" = 40'-0"

NOT FOR CONSTRUCTION



WINDSHIRE PARK SUBDIVISION THIRD FILING,
LOTS 1 & 2, BLOCK 32 SITE PLAN
Windsor Meadows



ALLER + LINGLE + MASSEY
ARCHITECTS
P.C.
712 WHALERS WAY SUITE, B-100
FORT COLLINS, CO 80525
(970) 223-1820
www.aller-lingle-massey.com

LANDSCAPE PLAN

PROJECT: 1211
DATE: 10/19/12
DRAWN: JB:JS

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TOWN OF WINDSOR

RESOLUTION NO. 2012-78

A RESOLUTION OF THE WINDSOR TOWN BOARD APPROVING A SITE PLAN FOR LOT 1 AND LOT 2, BLOCK 32, OF THE WINDSHIRE PARK SUBDIVISION, THIRD FILING, TO THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality, with all powers and authority vested in accordance with Colorado law; and

WHEREAS, the Town has in place a comprehensive system of land use regulation, the purpose of which is the protection of the public health, safety and welfare; and

WHEREAS, the Windshire Park Subdivision, Third Filing (“Subdivision”) has received final plat approval by the Town Board; and

WHEREAS, the owner/developer of the Subdivision’s Lot 1 and Lot 2, Block 32 (“Property”), has proposed development within the Property in accordance with the attached Windshire Park Subdivision, Third Filing, Lot 1 and Lot 2, Block 32, Site Plan (“Site Plan”), which Site Plan is incorporated herein by this reference as if set forth fully, and designated “Exhibit A”; and

WHEREAS, the proposed Site Plan has been presented to the Windsor Planning Commission, and has received a written recommendation for approval by the Town Board; and

WHEREAS, the proposed Site Plan and has been reviewed by the Town Board in accordance with applicable planning criteria.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN BOARD FOR THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. Pursuant to *Windsor Municipal Code* Section 17-7-50 (a) (6), the attached Site Plan for the Windshire Park Subdivision, Third Filing, Lot 1 and Lot 2, Block 32, is hereby approved.
2. The owner/developer is hereby instructed to comply with all post-approval requirements of Chapter 17, Article VII of the *Windsor Municipal Code* within thirty (30) days.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



WINDSHIRE PARK SUBDIVISION THIRD FILING, LOTS 1 & 2, BLOCK 32 SITE PLAN



SITE PLAN

PROJECT: 1571
SHEET: 1571
DATE: 08/18/2018

SHEET 17 OF 31
LS101

NOT FOR CONSTRUCTION

DESCRIPTION: BLOCK 32, WINDSHIRE PARK THIRD SUBDIVISION, A REPEAT OF TRACT M, BLOCK 7, WINDSHIRE PARK SUBDIVISION, TOWN OF WINDSOR, COUNTY OF WELD, STATE OF COLORADO IN THE COUNTY OF WELD, COLORADO, ON _____, 20____, UNDER BOOK _____, PAGE _____, RECEPTION NUMBER _____.

ACKNOWLEDGEMENT OF CONVEYANCE INTEREST: THE UNDERSIGNED, DONOR, THE TOWN OF WINDSOR, HAS HEREBY CONVEYED TO THE UNDERSIGNED, GRANTEE, THE TOWN OF WINDSOR, ALL INTEREST IN THE LAND DESCRIBED HEREIN, AND CAUSED SAID LAND TO BE SITE PLANNED AND SUBMITTED IN ACCORDANCE WITH THE WINDSHIRE MUNICIPAL CODE. IT IS HEREBY ACKNOWLEDGED THAT THIS SITE PLAN IS BEING SUBMITTED IN ACCORDANCE WITH THE WINDSHIRE MUNICIPAL CODE AND OTHER APPLICABLE LAWS OF THE STATE OF COLORADO. KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED HAVE CAUSED SAID LAND TO BE Laid OUT AND SITE PLANNED UNDER THE NAME OF (INSERT EACH NAME OF SITE PLAN).

WINDSOR HOUSING AUTHORITY: _____

NORMAL CERTIFICATE (TO BE USED IN CONJUNCTION WITH ALL OWNER'S SIGNATURES): STATE OF _____, COUNTY OF _____, THIS _____ DAY OF _____, 20____, THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY _____, MY COMMISSION EXPIRES: _____, (S&L)

EASEMENT APPROVAL: UTILITY EASEMENTS ARE AS SHOWN AND ARE HEREBY APPROVED.

TOWN OF WINDSOR PUBLIC WORKS DEPARTMENT: CENTURY LINK COMMUNICATIONS XCEL ENERGY

CONDUIT CABLE: _____

ENGINEERING DEPARTMENT APPROVAL: APPROVED THIS THE _____ DAY OF _____, 20____

DIRECTOR OF ENGINEERING: _____

PLANNING DEPARTMENT APPROVAL: APPROVED THIS THE _____ DAY OF _____, 20____

DIRECTOR OF PLANNING: _____

MAYOR'S CERTIFICATE: THIS IS TO CERTIFY THAT A SITE PLAN OF THE PROPERTY DESCRIBED HEREIN WAS APPROVED BY RESOLUTION NO. _____ OF THE TOWN OF WINDSOR PASSED AND ADOPTED BY THE BOARD OF RESOLUTIONS ON _____ DAY OF _____, 20____, AUTHORIZED BY SAID RESOLUTION ON BEHALF OF THE TOWN OF WINDSOR. HEREBY CERTIFYING THAT THE SITE PLAN IS IN ACCORDANCE WITH THE PLAN UPON WHICH THIS CERTIFICATE IS ENDORSED FOR ALL PURPOSES INDICATED THEREON.

MAYOR: _____ **ATTEST:** _____ **TOWN CLERK:** _____

TOWN MANAGER'S APPROVAL: APPROVED THIS THE _____ DAY OF _____, 20____

TOWN MANAGER: _____

PUBLIC WORKS DEPARTMENT APPROVAL: APPROVED THIS THE _____ DAY OF _____, 20____

DIRECTOR OF PUBLIC WORKS: _____

ENGINEERING DEPARTMENT APPROVAL: APPROVED THIS THE _____ DAY OF _____, 20____

PREPARED BY SITE PLAN: _____

PREPARED BY SITE PLAN: _____

NOTICE OF OTHER DOCUMENTS: THESE SITE PLAN DOCUMENTS HAVE BEEN CROSSLINKED PERMANENTLY TO THE DEVELOPER AND/OR SUBSEQUENT OWNERS OF ALL OF THE PORTIONS OF THE DEVELOPMENT. THESE DOCUMENTS ARE OF RECORD AND ARE ON FILE WITH THE DIRECTOR OF PLANNING AND RECORDS. THESE DOCUMENTS ARE HEREBY MANAGED BY ALL PERSONS INTERESTED IN PURCHASING ANY PORTION OF THE DEVELOPMENT SITE.

GENERAL LAND USE DATA:

ITEM	QUANTITY	% OF PHASE 1 SITE
PARKING/DRIVE	43,800 SF	25%
CURB/GUTTER	3,405 SF	2%
SIDEWALK	24,350 SF	14%
OPEN SPACE	90,165 SF	52%

PHASE 2 GENERAL LAND USE DATA:

ITEM	QUANTITY	% OF PHASE 2 SITE
PARKING/DRIVE	25,470 SF	24%
CURB/GUTTER	2,250 SF	2%
SIDEWALK	14,240 SF	14%
OPEN SPACE	48,315 SF	46%

ON SITE PARKING DATA - PHASE 1:

TYPE	COUNT
TYPE 'A'	79
TYPE 'B'	14
TYPE 'C'	10
TOTAL	103

ON SITE PARKING DATA - PHASE 2:

TYPE	COUNT
TYPE 'A'	54
TYPE 'B'	10
TYPE 'C'	10
TOTAL	74

UTILITIES TO BE PROVIDED BY:

WATER: TOWN OF WINDSOR
SEWER: TOWN OF WINDSOR
GAS: XCEL
ELECTRIC: XCEL
PHONE: CENTURY LINK

TYPE 'A' UNIT MIX:
(1) 3-BEDROOM
(1) 2-BEDROOM

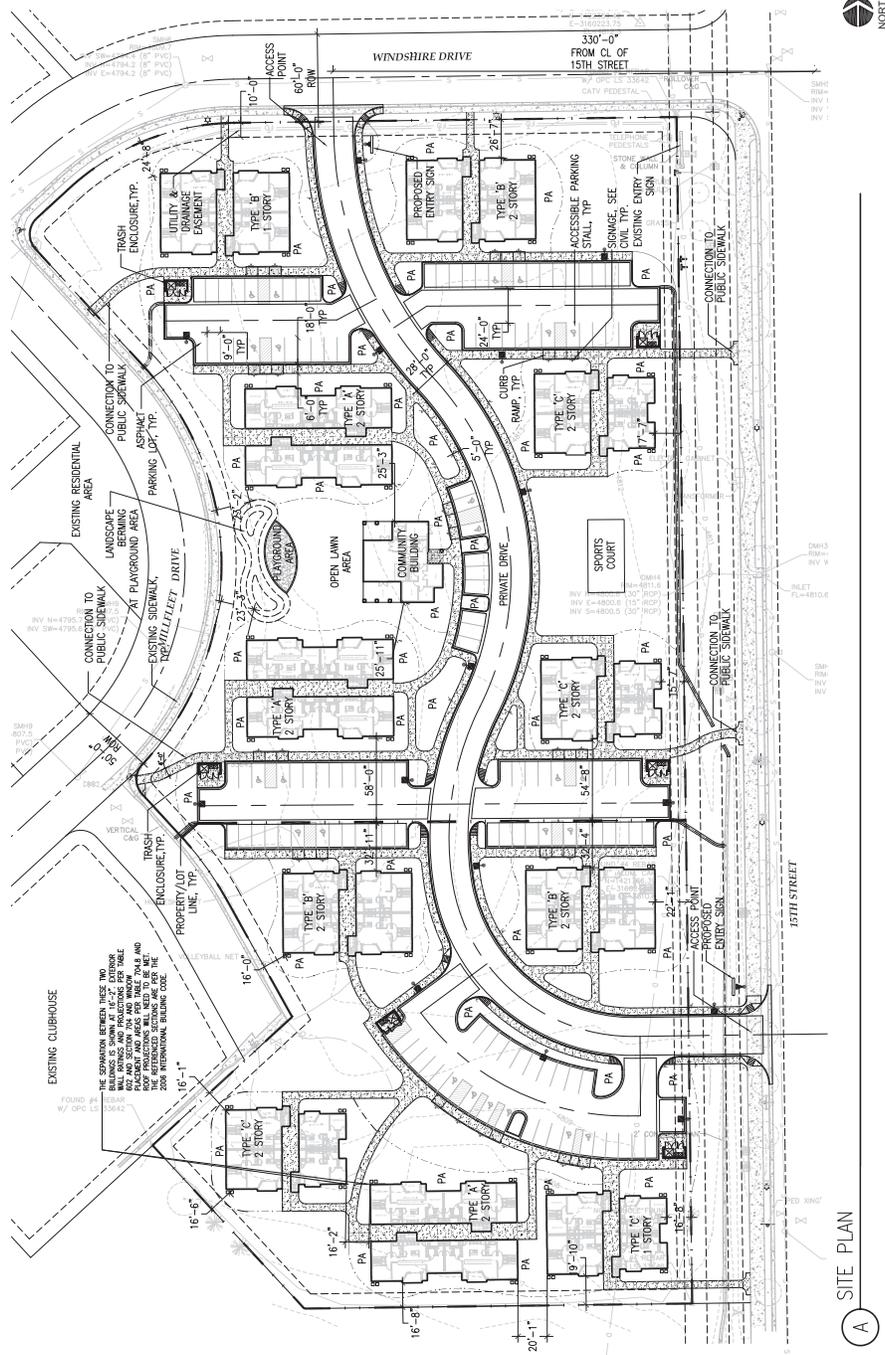
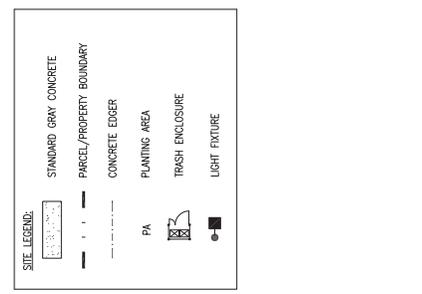
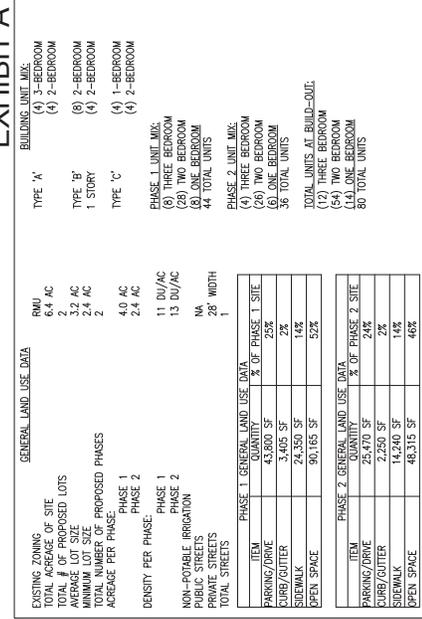
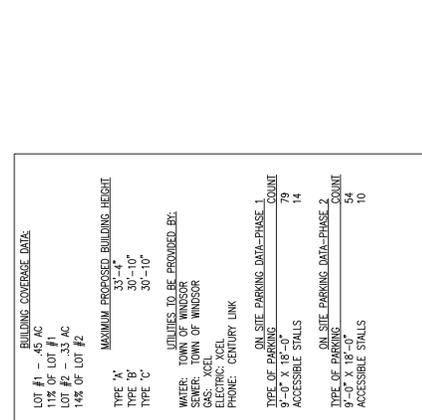
TYPE 'B' UNIT MIX:
(8) 2-BEDROOM
(4) 2-BEDROOM

TYPE 'C' UNIT MIX:
(4) 1-BEDROOM
(4) 2-BEDROOM

PHASE 1 TOTAL UNITS:
(8) THREE BEDROOM
(4) TWO BEDROOM
(4) ONE BEDROOM
44 TOTAL UNITS

PHASE 2 TOTAL UNITS:
(24) TWO BEDROOM
(6) ONE BEDROOM
36 TOTAL UNITS

TOTAL UNITS AT BUILD-OUT:
(12) THREE BEDROOM
(54) TWO BEDROOM
(14) ONE BEDROOM
80 TOTAL UNITS



A SITE PLAN



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk
Re: Liquor Licensing – Fee Schedule
Item #: C.7.

Background / Discussion:

Liquor licenses have a variety of fees that are assessed; the state and local authorities both collect a one-time application fee and an annual renewal fee for each license. After review of the Town of Windsor fee schedule, it was found that many local liquor license fees have not been adopted. The proposed resolution includes the recommended fees for all liquor licensing options as noted by the State of Colorado Liquor Enforcement Division.

The proposed resolution does not change or increase fees, it simply updates the fee schedule to include all liquor licensing options. If the resolution is approved, information will be provided to all Town of Windsor liquor license holders notifying them of the updated fee schedule along with the \$500 late fee which will be assessed by those who submit renewal applications after the expiration date.

Financial Impact:

None.

Relationship to Strategic Plan:

Diversify, Grow, and Strengthen the Local Retail and Industrial Economy

Recommendation:

Move to approve Resolution No. 2012-79

Attachments:

Resolution No. 2012-79

TOWN OF WINDSOR

RESOLUTION NO. 2012-79

A RESOLUTION APPROVING THE SCHEDULE OF FEES APPLICABLE TO LIQUOR LICENSING ADMINISTRATION WITHIN THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality with all powers and authority vested by law; and

WHEREAS, the Town has been designated the statutory “Local Licensing Authority” with respect to the administration of liquor licenses within the Town’s corporate limits; and

WHEREAS, the Town Board has the authority to establish fees associated with various liquor licensing actions, including new applications, renewals, transfers and various types of licenses allowed by law; and

WHEREAS, the Town Clerk serves as the primary administrative officer responsible for liquor licensing within the Town; and

WHEREAS, the Town Clerk has informed and advised the Town Board regarding the necessity for a fair, uniform and complete set of liquor license-related fees; and

WHEREAS, the Town Board has reviewed the attached 2012 Town of Windsor Liquor License Fee Schedule (“Fee Schedule”), incorporated herein by this reference as if set forth fully, and finds that the fees set forth therein are reasonable, appropriate and reflective of the Town’s actual cost in delivering liquor license administration services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The Town Board hereby approves and adopts the attached Fee Schedule.
2. The Town Clerk is hereby authorized and directed to apply the fees set forth in the Fee Schedule to all liquor license administrative processes, effective on the date appearing below.
3. The Town Clerk shall maintain, publish and distribute the Fee Schedule, in order that the public may be made aware of the Town’s fees applicable to liquor licensing.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Town of Windsor Liquor License Fee Schedule

License Type	Occupation				Application Fee (State)	License Fee		
	Application Fee	Tax	License Fee	Total Local Fees		(State)	Total State Fees	
Beer & Wine								
New	\$ 850.00	\$ -	\$ 88.38	\$ 938.38	\$ 1,025.00	\$ 351.25	\$ 1,376.25	
Transfer	\$ 750.00	\$ -	\$ 88.38	\$ 838.38	\$ 1,025.00	\$ 351.22	\$ 1,376.22	
Renewal	\$ 100.00	\$ -	\$ 88.38	\$ 188.38	\$ -	\$ 351.25	\$ 351.25	
Hotel/Restaurant								
New	\$ 850.00	\$ 200.00	\$ 100.00	\$ 1,150.00	\$ 1,025.00	\$ 500.00	\$ 1,525.00	
Transfer	\$ 750.00	\$ 200.00	\$ 100.00	\$ 1,050.00	\$ 1,025.00	\$ 500.00	\$ 1,525.00	
Renewal	\$ 100.00	\$ 200.00	\$ 100.00	\$ 400.00	\$ -	\$ 500.00	\$ 500.00	
Tavern								
New	\$ 850.00	\$ 200.00	\$ 100.00	\$ 1,150.00	\$ 1,025.00	\$ 500.00	\$ 1,525.00	
Transfer	\$ 750.00	\$ 200.00	\$ 100.00	\$ 1,050.00	\$ 1,025.00	\$ 500.00	\$ 1,525.00	
Renewal	\$ 100.00	\$ 200.00	\$ 100.00	\$ 400.00	\$ -	\$ 500.00	\$ 500.00	
Liquor Store								
New	\$ 850.00	\$ 150.00	\$ 54.25	\$ 1,054.25	\$ 1,025.00	\$ 227.50	\$ 1,252.50	
Transfer	\$ 750.00	\$ 150.00	\$ 54.25	\$ 954.25	\$ 1,025.00	\$ 227.50	\$ 1,252.50	
Renewal	\$ 100.00	\$ 150.00	\$ 54.25	\$ 304.25	\$ -	\$ 227.50	\$ 227.50	
Optional wine tasting permit	New \$100			\$ 100.00				
	Renewal \$25	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	
Arts								
New	\$ 850.00	\$ -	\$ 41.25	\$ 891.25	\$ 1,025.00	\$ 308.50	\$ 1,333.50	
Transfer	\$ 750.00	\$ -	\$ 41.25	\$ 791.25	\$ 1,025.00	\$ 308.50	\$ 1,333.50	
Renewal	\$ 100.00	\$ -	\$ 41.25	\$ 141.25	\$ -	\$ 308.50	\$ 308.50	
Art Gallery								
New	\$ 100.00	-	\$ 3.75	\$ 103.75	\$ 1,025.00	\$ 71.25	\$ 1,096.25	
Transfer	\$ 100.00	\$ -	\$ 3.75	\$ 103.75	\$ 1,025.00	\$ 71.25	\$ 1,096.25	
Renewal	\$ 100.00	\$ -	\$ 3.75	\$ 103.75	\$ -	\$ 71.25	\$ 71.25	
Drugstore								
New	\$ 850.00	\$ -	\$ 22.50	\$ 872.50	\$ 1,025.00	\$ 227.50	\$ 1,252.50	
Transfer	\$ 750.00	\$ -	\$ 22.50	\$ 772.50	\$ 1,025.00	\$ 227.50	\$ 1,252.50	
Renewal	\$ -	\$ -	\$ 22.50	\$ 22.50	\$ -	\$ 227.50	\$ 227.50	
Racetrack								
New	\$ 850.00	\$ -	\$ 75.00	\$ 925.00	\$ 1,025.00	\$ 500.00	\$ 1,525.00	
Transfer	\$ 750.00	\$ -	\$ 75.00	\$ 825.00	\$ 1,025.00	\$ 500.00	\$ 1,525.00	
Renewal	\$ -	\$ -	\$ 75.00	\$ 75.00	\$ -	\$ 500.00	\$ 500.00	
Club								
New	\$ 850.00	\$ -	\$ 79.00	\$ 929.00	\$ 1,025.00	\$ 308.75	\$ 1,333.75	
Transfer	\$ 750.00	\$ -	\$ 79.00	\$ 829.00	\$ 1,025.00	\$ 308.75	\$ 1,333.75	
Renewal	\$ -	\$ -	\$ 41.25	\$ 41.25	\$ -	\$ 308.75	\$ 308.75	
3.2% Beer On Prem								
New	\$ 850.00	\$ 150.00	\$ 35.00	\$ 1,035.00	\$ 1,025.00	\$ 96.25	\$ 1,121.25	
Transfer	\$ 750.00	\$ 150.00	\$ 35.00	\$ 935.00	\$ 1,025.00	\$ 96.25	\$ 1,121.25	
Renewal	\$ -	\$ 150.00	\$ 35.00	\$ 185.00	\$ -	\$ 96.25	\$ 96.25	

Town of Windsor Liquor License Fee Schedule

3.2% Beer Off Prem														
New	\$	850.00	\$	100.00	\$	3.75	\$	953.75	\$	1,025.00	\$	96.25	\$	1,121.25
Transfer	\$	750.00	\$	100.00	\$	3.75	\$	853.75	\$	1,025.00	\$	96.25	\$	1,121.25
Renewal	\$	-	\$	100.00	\$	3.75	\$	103.75	\$	-	\$	96.25	\$	96.25
Brew Pub														
New	\$	850.00	\$	-	\$	75.00	\$	925.00	\$	1,025.00	\$	750.00	\$	1,775.00
Transfer	\$	750.00	\$	-	\$	75.00	\$	825.00	\$	1,025.00	\$	750.00	\$	1,775.00
Renewal	\$	-	\$	-	\$	75.00	\$	75.00	\$	-	\$	750.00	\$	750.00
Optional Premise														
New	\$	850.00	\$	-	\$	75.00	\$	925.00	\$	1,025.00	\$	500.00	\$	1,525.00
Transfer	\$	750.00	\$	-	\$	75.00	\$	825.00	\$	1,025.00	\$	500.00	\$	1,525.00
Renewal	\$	-	\$	-	\$	75.00	\$	75.00	\$	-	\$	500.00	\$	500.00
Mini Bar w/H&R														
New	\$	-	\$	-	\$	325.00	\$	325.00	\$	-	\$	500.00	\$	500.00
Renewal	\$	-	\$	-	\$	325.00	\$	325.00	\$	-	\$	500.00	\$	500.00
Transfer	\$	-	\$	-	\$	325.00	\$	325.00	\$	-	\$	500.00	\$	500.00
Bed & Breakfast														
New	\$	-	\$	-	\$	25.00	\$	25.00	\$	-	\$	50.00	\$	50.00
Transfer	\$	-	\$	-	\$	25.00	\$	25.00	\$	-	\$	50.00	\$	50.00
Renewal	\$	-	\$	-	\$	25.00	\$	25.00	\$	-	\$	50.00	\$	50.00
Change of Location	\$	500.00	\$	-	\$	-	\$	500.00	\$	150.00	\$	-	\$	150.00
Change Trade Name	\$	50.00	\$	-	\$	-	\$	50.00	\$	50.00	\$	-	\$	50.00
Mgr Registration	\$	75.00	\$	-	\$	-	\$	75.00	\$	75.00	\$	-	\$	75.00
Corp/LLC Changes	\$	100.00	\$	-	\$	-	\$	100.00	\$	100.00	\$	-	\$	100.00
Temp transfer	\$	75.00	\$	-	\$	-	\$	75.00	\$	-	\$	-	\$	-
Late renewal	\$	500.00	\$	-	\$	-	\$	500.00	\$	-	\$	-	\$	-
Modify Premise	\$	150.00	\$	-	\$	-	\$	150.00	\$	150.00	\$	-	\$	150.00
Special Event	\$	-	\$	-	\$	100.00	\$	100.00	\$	-	\$	-	\$	-



MEMORANDUM

Date: November 26, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Dean Moyer, Director of Finance
Re: 2013 Budget Hearing
Item #: C.8.

Overview

Tonight is the public hearing for our 2013 Budget. The notice of budget was published in the Windsor Beacon on November 9 and November 16, 2012. The 2013 Budget was based on the strategic plan developed by the Town Board and the results of our budget workshop held on October 6, 2012. Expenditures were approved which supported the strategic plan and were within revenue constraints. Any increase in expenditures or range of service had to be tied to the strategic plan.

REVENUES

Examining data from the previous three budget years that was better than expected, the Board increased revenue projections on retail sales tax and construction use tax. However, the assessed valuation has decreased over last year, causing a reduction in projected property tax collections. Overall, revenues are budgeted 5.2% lower than the 2012 budget.

Retail Sales Tax

Revenues are set to the average of actual 2010 and 2011 actual collections and the projected 2012 collections. Total retail sales tax projected at \$5,502,988 for 2013.

Construction Use Tax

Building permits are projected to be 305 permits but at a lower value per single family home. The Use Tax associated with this totals \$1,317,445. Revenues are set to the average of actual 2010 and 2011 actual collections and the projected 2012 collections.

Property Taxes

Windsor experienced a decrease in assessed valuation this year of roughly \$4 million or 1% decrease over last year. Our mill levy remains at 12.03 mills and will produce a tax decrease in tax collections of roughly \$47,000. This is a direct reduction in revenue to the general fund.

OPERATING EXPENDITURES

New staff position funding was provided for a Lead Parks Maintenance position. A Fleet Mechanic position was increased from part to full time as well. Several existing positions at the CRC were consolidated into one full time position as a CRC Customer Service Coordinator. The net result was an addition of .72 full time employees. The cost of these additions including taxes and benefits totaled \$124,028.

Existing full time employee salaries included a 2.00% merit pay increase pool. Total cost of this adjustment including associated benefits and taxes was \$125,124. Also included is a salary range adjustment resulting from our compensation study for 13 employees who were below the minimum pay of their salary range. This is a cost of \$54,366.

Operating and personnel expenditures for 2013 are budgeted 1.8% higher than 2012 budgeted.

CAPITAL EXPENDITURES

The Board and staff developed a five-year capital plan covering 2013 through 2017. Attached is a list of projects to be completed in 2013, with road improvements and a water tank being near the top of the list and directly tied to the strategic plan.

Included in this budget is infrastructure development for the Eagle Crossing project, in the amount of \$642,342. Also included is the pass through of a grant for the Windsor Housing Authority in the amount of \$308,000.

Park and recreation projects are also scheduled for 2013. Retrofitting the Main Park East Playground is scheduled at a cost of \$112,937. Though we did not get the GOCO grant that we applied for on the Northern Lights Park project, staff feels we have the resources to proceed with this project without the grant. This project is scheduled to cost \$982,431.

The capital plan has benefitted from the previous three years producing higher revenue than expected. The Board has also decided to dedicate severance tax revenue to the capital improvement plan. The result is a robust plan for improvements through 2017.

SUMMARY AND PROJECTIONS

We had a better than expected 2011 and 2012. As a result we are able to slightly increase our operations budget while continuing to fund an extensive capital improvement plan. While the national and global economies remain uncertain, Windsor is holding steady and showing signs of improvement. We have weathered a tumultuous few years and are moving into a new reality. We approach 2013 with cautious optimism, setting achievable revenue projections and work programs.

TOWN OF WINDSOR

RESOLUTION NO. 2012-80

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND ADOPTING A BUDGET FOR THE TOWN OF WINDSOR, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2013, AND ENDING ON THE LAST DAY OF DECEMBER, 2013, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE TOWN OF WINDSOR, COLORADO, FOR THE 2013 BUDGET YEAR

WHEREAS, Article 11 of the Town of Windsor Home Rule Charter contains requirements for the formulation, presentation and adoption of the annual budget; and

WHEREAS, the Town Board of the Town of Windsor has appointed Kelly Arnold, Town Manager to prepare and submit a proposed budget to said governing body at the proper time, and;

WHEREAS, Kelly Arnold, Town Manager has submitted a proposed budget to this governing body on October 6, 2012 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 26, 2012 and interested taxpayers were given an opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

WHEREAS, it is necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Town of Windsor.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO:

Section 1. That the budget as submitted amended, and herein below summarized by fund, is hereby approved and adopted as the budget of the Town of Windsor for the year stated above.

REVENUE RESOURCES

General Fund	\$18,000,048
Park Improvement Fund	\$ 3,461,133
Conservation Trust Fund	\$ 468,508
Capital Improvement Fund	\$10,008,274
Community / Recreation Center Fund	\$ 1,187,122
Water Fund	\$20,455,779
Non-Potable Water Fund	\$ 774,939
Sewer Fund	\$ 9,521,138
Storm Drainage Fund	\$ 2,796,725
Fleet Management Fund	\$ 1,189,036
Information Technology Fund	\$ 827,447

Facility Services Fund	\$ 649,187
Windsor Building Authority Fund	\$ 290,478

TOTAL ALL FUNDS	\$69,629,814
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ESTIMATED EXPENDITURES

General Fund

Current Operating Expenses	\$ 9,819,041
Debt Service and Transfers	<u>\$ 2,519,876</u>
Total General Fund	\$12,338,917

Park Improvement Fund

Current Operating Expenses	\$ 10,000
Debt Service and Transfers	\$ 24,246
Capital Outlay	<u>\$ 1,215,431</u>
Total Park Improvement Fund	\$ 1,249,677

Conservation Trust Fund

Current Operating Expenses	\$ 10,000
Capital Outlay	<u>\$ 374,000</u>
Total Conservation Trust Fund	\$ 384,000

Capital Improvement Fund

Current Operating Expenses	\$ 1,375,748
Small Equipment	\$ 88,600
Capital Outlay	\$ 3,158,541
Debt Service	<u>\$ 457,325</u>
Total Capital Improvement Fund	\$ 5,080,214

Community/Recreation Center Fund

Current Operating Expenses	\$ 487,591
Debt Service and Transfers	<u>631,760</u>
Total Community/Rec Center Fund	\$ 1,119,351

Water Fund

Current Operating Expenses	\$ 2,059,500
Capital Outlay	\$ 2,673,542
Transfers	<u>\$ 640,633</u>
Total Water Fund	\$ 5,373,675

Non-Potable Water Fund

Current Operating Expenses	\$ 53,808
Transfers	\$ 30,000
Debt Service	\$ 303,972
Capital Outlay	<u>\$ 380,700</u>
Total Non-Potable Water Fund	\$ 768,480

Sewer Fund

Operating Expenses	\$ 692,960
Debt Service	\$ 233,128

Capital Outlay	\$ 787,250
Transfers	\$ 312,513
Total Sewer Fund	\$ 2,025,851
Storm Drainage Fund	
Current Operating Expenses	\$ 209,626
Capital Outlay	\$ 856,000
Transfers	\$ 197,369
Total Storm Drainage Fund	\$ 1,262,995
Fleet Management Fund	
Current Operating Expenses	\$ 614,717
Capital Outlay	\$ 483,500
Total Fleet Management Fund	\$ 1,098,217
Information Technology Fund	
Current Operating Expenses	\$ 600,381
Transfers	\$ 11,739
Capital Outlay	\$ 100,000
Total Information Technology Fund	\$ 712,120
Facility Services Fund	
Current Operating Expenses	\$ 539,571
Transfers	\$ 6,000
Total Facility Services Fund	\$ 545,571
Windsor Building Authority Fund	
Debt Service	\$ 145,080
Total Windsor Building Authority Fund	\$ 145,080
<hr/>	
TOTAL ALL FUNDS	\$32,104,148

Section 2. That the budget hereby approved and adopted shall be signed by the Mayor and Members of the Town Board, and shall be made a part of the public records of the Town of Windsor, Colorado.

Section 3. That the sums described above are and shall be appropriated for the 2013 Budget Year.

Section 4. The Town Clerk is hereby instructed to publish this Resolution in full upon adoption thereof by the Town Board.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

TOWN OF WINDSOR

RESOLUTION NO. 2012-81

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE TAXABLE YEAR 2012 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF WINDSOR, COLORADO, FOR THE 2013 BUDGET YEAR

WHEREAS, the Town Board of the Town of Windsor, has adopted the annual budget in accordance with the Local Government Law, on November 26, 2012, and;

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from the property tax is \$3,103,306, and;

WHEREAS, the amount of money necessary to balance the budget for bonds and interest is none, and;

WHEREAS, the 2012 valuation for assessment for the Town of Windsor, as certified by the Weld County Assessor, is \$257,963,900.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO:

SECTION 1. That for the purpose of meeting all general operating expenses of the Town of Windsor during the 2013 budget year, there is hereby levied a tax of 12.03 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the taxable year 2012.

SECTION 2. That for the purpose of meeting all bonds and interest of the Town of Windsor during the 2013 budget year, there is hereby levied a tax of 00.000 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the taxable year 2012.

SECTION 3. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Weld County, Colorado the mill levied for the Town of Windsor as hereinabove determined and set.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

TOWN OF WINDSOR

RESOLUTION NO. 2012-82

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE TAXABLE YEAR 2012 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF WINDSOR, COLORADO, FOR THE 2013 BUDGET YEAR.

WHEREAS, the Town Board of the Town of Windsor, has adopted the annual budget in accordance with the Local Government Law, on November 26, 2012, and;

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from the property tax is \$993,292 and;

WHEREAS, the amount of money necessary to balance the budget for bonds and interest is none, and;

WHEREAS, the 2012 valuation for assessment for the Town of Windsor, as certified by the Larimer County Assessor, is \$82,567,900.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO:

SECTION 1. That for the purpose of meeting all general operating expenses of the Town of Windsor during the 2013 budget year, there is hereby levied a tax of 12.03 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the taxable year 2012.

SECTION 2. That for the purpose of meeting all bonds and interest of the Town of Windsor during the 2013 budget year, there is hereby levied a tax of 00.000 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the taxable year 2012.

SECTION 3. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Larimer County, Colorado the mill levied for the Town of Windsor as hereinabove determined and set.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

TOWN OF WINDSOR

RESOLUTION NO. 2012-83

A RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, APPROVING THE 2013 WINDSOR DOWNTOWN DEVELOPMENT AUTHORITY BUDGET; MAKING ANNUAL APPROPRIATIONS FOR THE WINDSOR DOWNTOWN DEVELOPMENT AUTHORITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2013; AND FIXING THE MILL LEVY FOR THE WINDSOR DDA DISTRICT FOR THE FISCAL YEAR ENDING DECEMBER 31, 2013

WHEREAS, on February 28, 2011, the Town Board of the Town of Windsor, Colorado (“Town Board”), adopted Ordinance No. 2011-1401, which established the Windsor Downtown Development Authority (“DDA”): and

WHEREAS, the DDA has been duly organized in accordance with the C.R.S. § 31-25-801, et seq.; and

WHEREAS, on November 21, 2012, the Board of Directors of the DDA (“DDA Board”), acting pursuant to the provisions of C.R.S. § 31-25-816, adopted a budget for the fiscal year ending December 31, 2013, and determined the mill levy necessary to help defray the costs of expenditures to be incurred by the DDA during the fiscal year ending December 31, 2013; and

WHEREAS, the DDA Board has recommended to the Town Board a mill levy of one (1) mill upon each dollar of assessed valuation on all taxable property within the DDA district, such levy being deemed appropriate in light of the DDA’s operational and maintenance needs for the fiscal year ending December 31, 2013; and

WHEREAS, it is the desire of the Town Board to approve the budget adopted by the DDA Board; to appropriate the sum of Three Hundred Sixteen Thousand Two Hundred Three Dollars (\$316,203) for expenditure on conducting the business of the DDA and for its projects and programs in accordance with the Town Board-approved DDA Plan of Development; and to fix the mill levy for the DDA District at one (1) mill for the fiscal year ending December 31, 2013; and

WHEREAS, C.R.S. § 39-5-128(1) requires certification of any tax levy to the Board of County Commissioners no later than December 15.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The 2013 DDA Budget is hereby approved; and
2. There is hereby appropriated for expenditure by the DDA the sum of Three Hundred Sixteen Thousand Two Hundred Three Dollars (\$316,203) for expenditure by the

DDA on conducting the business of the DDA and for its projects and programs in accordance with the Town Board-approved DDA Plan of Development; and

3. That the mill levy rate for the fiscal year ending December 31, 2013, of the assessed value of all taxable property within the DDA district as of December 31, 2012, shall be hereby set at one (1) mill, which mill levy has been deemed appropriate by the DDA Board for said fiscal year and which mill levy represents the amount of taxes for the DDA. Said mill levy shall be certified to the County Assessor and the Board of County Commissioners of Weld County, Colorado, by the Town Clerk as provided by law.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 26th day of November, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

TOWN OF WINDSOR
DOWNTOWN DEVELOPMENT AUTHORITY

RESOLUTION 2012-DDA 03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WINDSOR DOWNTOWN DEVELOPMENT AUTHORITY APPROVING AND RECOMMENDING TO THE TOWN BOARD OF THE TOWN OF WINDSOR THE BUDGET OF THE ESTIMATED AMOUNTS REQUIRED TO PAY THE EXPENSES OF CONDUCTING THE BUSINESS OF SAID AUTHORITY, AND THE APPROPRIATION OF FUNDS THEREFOR, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2013

WHEREAS, on February 28, 2011, the Town Board of the Town of Windsor, Colorado (“Town Board”), adopted Ordinance No. 2011-1401, which established the Windsor Downtown Development Authority (“DDA”): and

WHEREAS, the DDA has been duly organized in accordance with the C.R.S. § 31-25-801, et seq.; and

WHEREAS, on June 27, 2011, the Town Board adopted Resolution 2011-26 approving the DDA Plan of Development, which established the purpose of the Authority and the types of projects in which the Authority would participate; and

WHEREAS, the Board of Directors of the DDA is required by C.R.S. § 31-25-816 to adopt a budget of the estimated revenues and expenditures to be received and incurred during each fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DDA that the following budget, with the projected allocation of budget funds being shown on Exhibit A, attached hereto and incorporated herein by reference, is adopted for the fiscal year ending December 31, 2013, and therefore recommends to the Town Board the adoption of the following budget:

Revenues:	
Beginning Fund Balance	\$45,344
Transfer from Town of Windsor	\$250,000
Incremental Property Tax	\$16,603
Property Tax from Mill Levy	\$4,006
Interest Income	\$250
TOTAL:	\$316,203
Expenditures:	
Capital Outlay	\$233,504
Operating and Maintenance	\$62,700
Debt Service	\$20,000
TOTAL:	\$316,203

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE BOARD OF DIRECTORS OF THE DDA to recommend to the Town Board the appropriation of the aforementioned budget funds in the amount of Three Hundred Sixteen Thousand Two Hundred Three Dollars (\$316,203) for expenditure on conducting the business of the DDA and for its projects and programs in accordance with the Town Board-approved DDA Plan of Development.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the DDA this 21st day of November, 2012.



Bob Winter, Chairperson

ATTEST:



Craig Petersen, Secretary/Treasurer

2012 Monthly Financial Report

Special points of interest:

- Single Family Residential (SFR) building permits total 370 through the end of October.
- Highest YTD gross sales tax collection through October in Windsor history. Collections surpassed entire year of collections for 2007, 2008, 2009.

Highlights and Comments

- ◆ We recorded our second highest gross sales tax collection for the single month of October.
- ◆ October year-to-date gross sales tax increased 9.86% over October 2011.
- ◆ Construction use tax up 89% over 2011.
- ◆ Expenditure charts reflect October figures tracking as expected.
- ◆ Year-to-date October revenue total exceeded expenditures by roughly \$3.2M.



WWTP Headworks and Lift Station

Work is nearing completion. The Wastewater Treatment Plant upgrades for the headworks and lift station will be virtually complete around mid-December. However, full operations will not transpire until approximately April 2013, awaiting final clearance.

Inside this issue:

Sales, Use and Property Tax	2
Year-to-Date Sales Tax	4
Monthly Sales Tax	5
All Fund Expenditures	6
General Fund Expenditures	7

Items of Interest

- Construction continues on WWTP Head Works Project.
- Construction continues on three neighborhood parks.
- Visit us at the improved www.windsorgov.com and look for live streaming of Town Board and Planning Commission meetings.

Sales, Use and Property Tax Update			October 2012	
Benchmark = 83%	Sales Tax	Construction Use Tax	Property Tax	Combined
Budget 2012	\$5,162,117	\$959,105	\$4,158,135	\$10,279,357
Actual 2012	\$4,981,550	\$1,797,707	\$3,957,724	\$10,736,981
% of Budget	96.50%	187.44%	95.18%	104.45%
Actual Through October 2011	\$4,534,600	\$949,533	\$4,220,686	\$9,704,819
Change From Prior Year	9.86%	89.33%	-6.23%	10.64%

Ideally through the tenth month of the year you would like to see at least 83% collection rate on your annual budget number. We have reached that benchmark in all three tax categories.

At this point last year we had collected 95% of property taxes. The dollar amount will be less this year due to lower assessed value, but we are where we need to be at this point in the year.

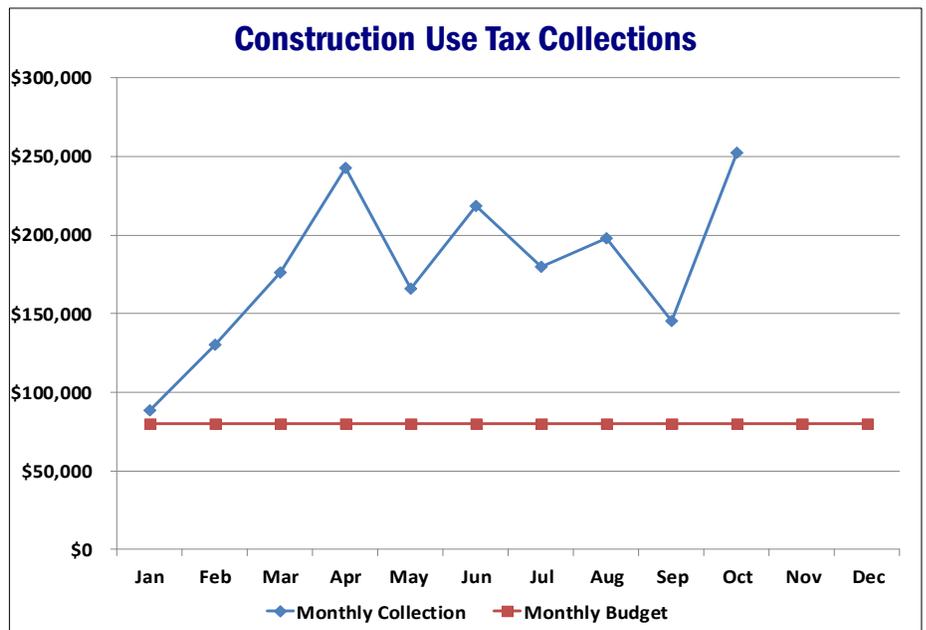
Building Permit Chart				October 2012
	SFR	Commercial	Industrial	Total
Through October 2012	370	2	2	374
Through October 2011	212	1	1	214
% change from prior year				74.77%
2012 Budget Permit Total				207
% of 2012 Budget				180.68%

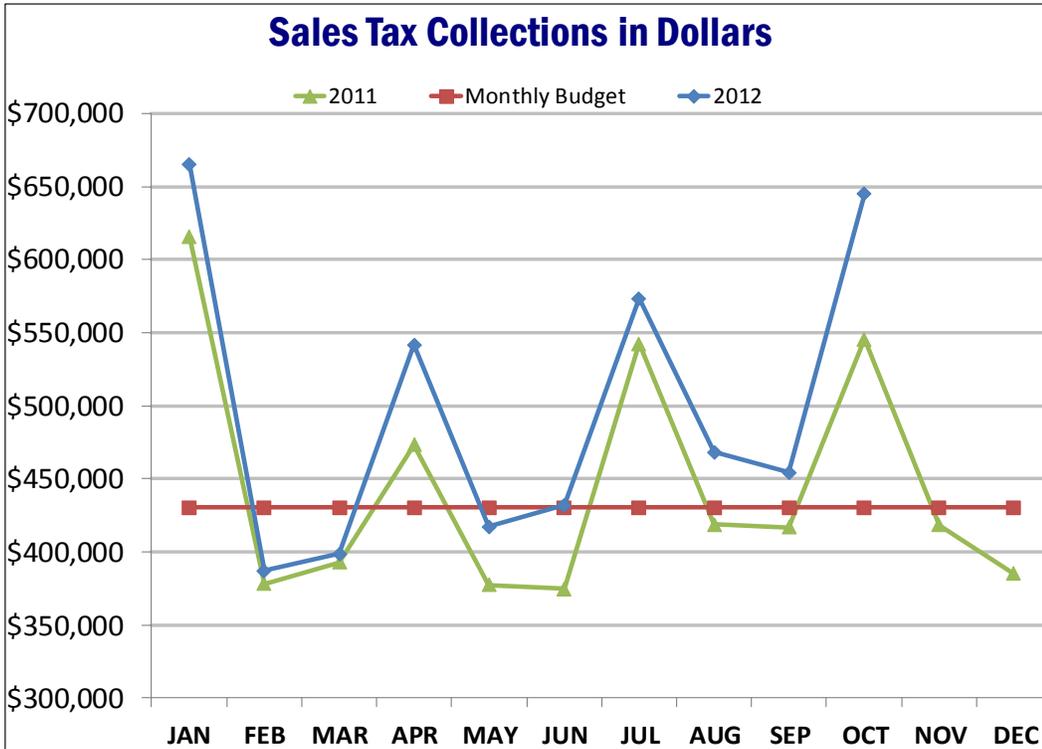
Building Permits and Construction Use Tax

We are showing a 74.77% increase in number of permits as compared to October 2011.

Construction use tax is well ahead of last year and more than doubled the 83% collection benchmark. This revenue is a key factor in funding our Capital Improvement Plan (CIP).

As of November 20, we have issued 26 more SFR permits, presenting a real chance that we will issue more than 400 SFR permits for the fourth time in history, and the first time since 2005.





Gross Sales tax collections for October 2012 were approximately \$100,000 higher than October 2011.

October Facts

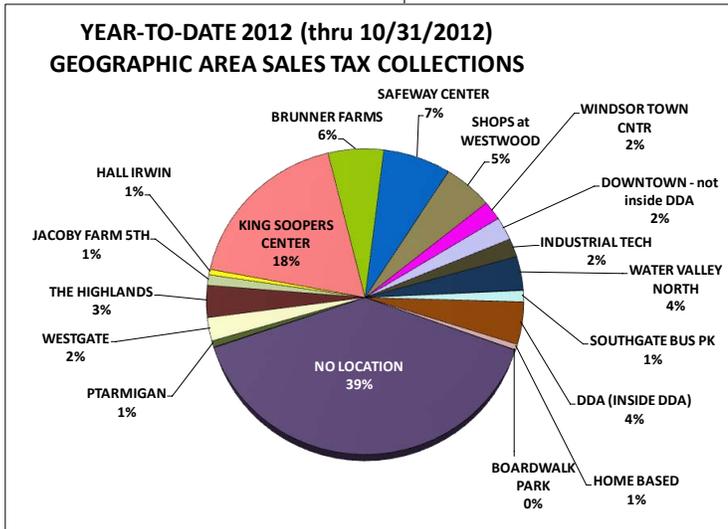
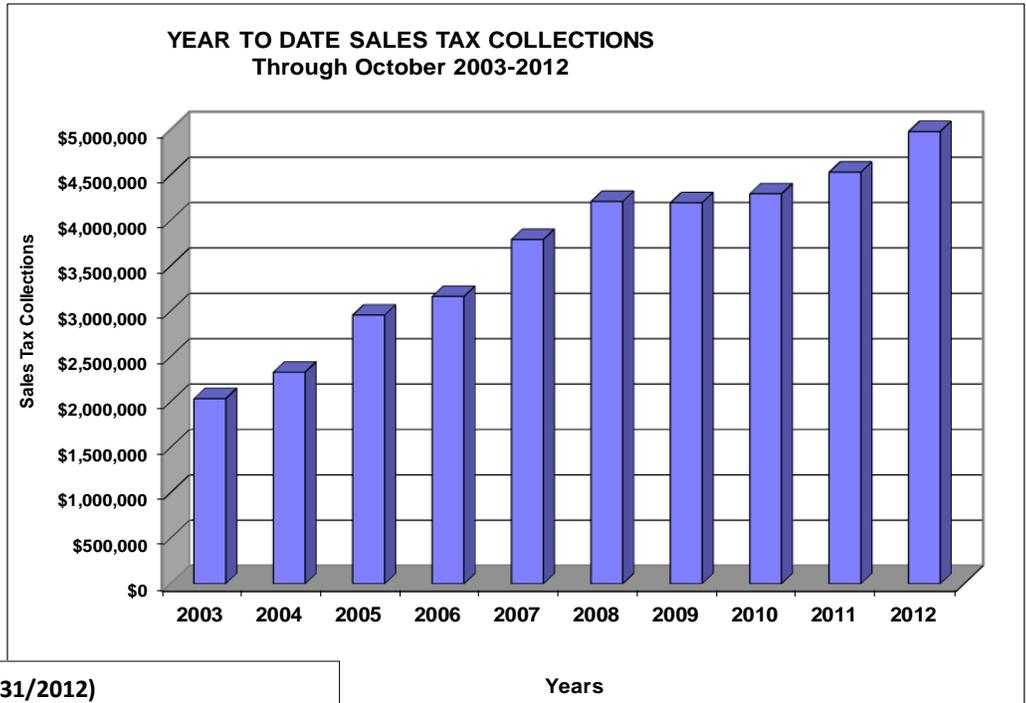
October is a “quarterly collection” month, meaning that the collections are for sales made in September, but also includes quarterly filers for the third quarter.

The numbers shown in the graphs reflect the gross collections for the month. We had a refund in October to BP Energy for business done at Front Range Energy over a several year period. The gross monthly collection of \$645,043 less the refund of \$214,755 leaves a net collection of \$430,288. This net collection is less than the October 2011 collection of \$545,662.

Looking Forward

We may still reach the \$5.7 million collection mark, but will need a strong collection for the months of November and December. Collections of \$6 million appears increasingly out of reach for 2012, due to a flurry of refunds issued this year. With the interchange completed and new commercial activity, we may see \$6 million in 2013. We did budget that much for 2013, instead using the three year average approach.

Through October 2012, we are on a pace to collect \$5.3-\$5.7M in sales tax.



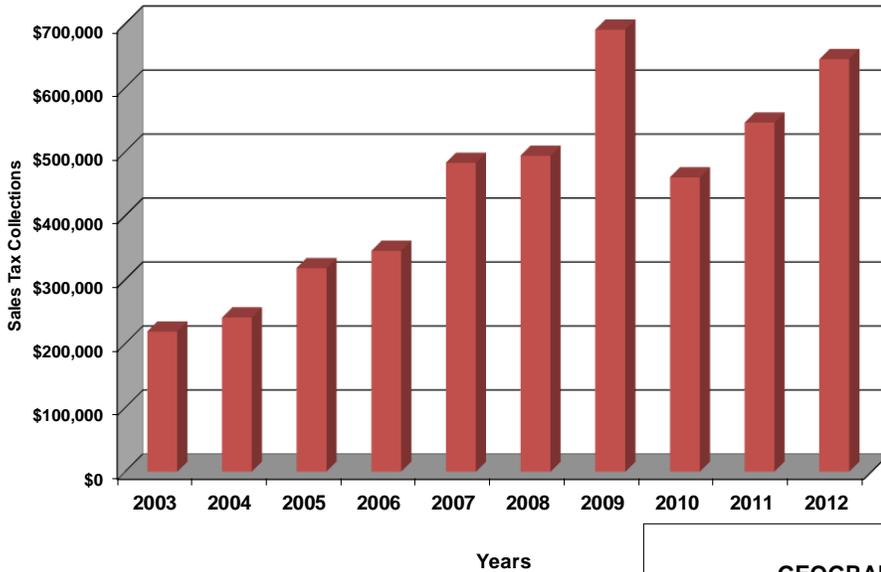
Our sales tax base is still anchored through groceries and utilities.

Year-to-Date Sales Tax

Our sales tax base has not changed a great deal over the past decade, with groceries and utilities leading our industry sectors in sales tax collection. Some of this increase can be attributed to an overall increase in prices and cost of living. Our existing base continues to generate increased 2012 year-to-date sales tax collections by 9.86% over October 2011 year-to-date collections described as follows.

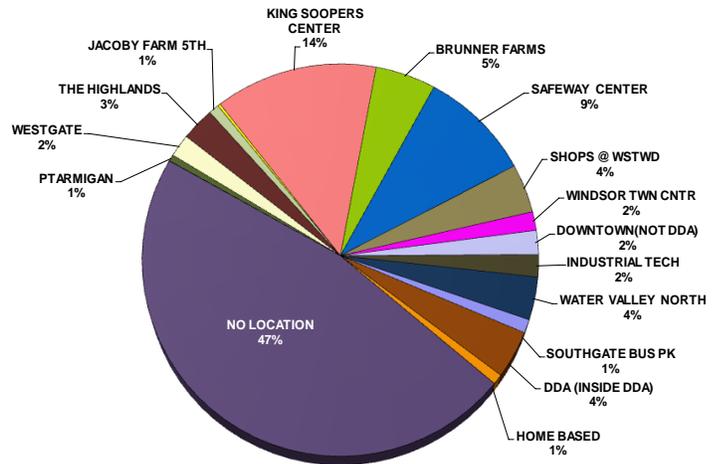
- Grocery, restaurants, liquor, hardware, utilities and auto parts sales and repair all increased collections over October 2011.
- Out of town vendors making sales in Windsor (mostly utility and telecom) represent the largest geographic sales base while the King Soopers Center represents the largest portion of collections with a physical presence in Town.

SALES TAX COLLECTIONS
 Month of October
 2003-2012



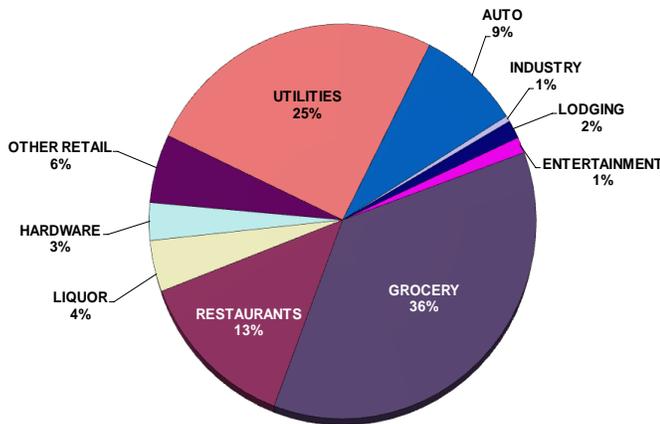
Our October collections were led by continuing strength in groceries and utilities.

OCTOBER 2012
 GEOGRAPHIC AREA SALES TAX COLLECTIONS



OCTOBER- 2012

(This graph IS NOT inclusive of all tax payers)



Geographic area chart now shows a breakdown between the DDA and the rest of the Downtown

Monthly Sales Tax

- October 2012 gross collections of \$645,043 were 18.21% higher than October 2011 collections of \$545,662.
- October 2012 was the second highest October gross sales collection on record.
- As mentioned previously, we issued a tax refund in October that reduced our net collections to \$430,288.

All Funds Expense Chart

October 2012

Benchmark =83%

OPERATIONS EXPENDITURES

<u>General Government</u>	<u>Current Month</u>	<u>YTD Actual</u>	<u>2012 Budget</u>	<u>% of Budget</u>
General Fund	\$644,893	\$9,702,950	\$12,428,039	78%
Special Revenue	\$91,623	\$1,380,172	\$4,066,635	34%
Internal Service	\$103,124	\$1,919,574	\$2,620,576	73%
Other Entities(WBA)	\$12,090	\$120,900	\$145,080	83%
Sub Total Gen Govt Operations	\$851,730	\$13,123,596	\$19,260,330	68%
Enterprise Funds				
Water-Operations	\$300,073	\$2,602,329	\$3,075,961	85%
Sewer-Operations	\$68,415	\$936,249	\$970,326	96%
Drainage-Operations	\$23,879	\$401,580	\$482,748	83%
Non-Potable Operations	\$311,819	\$370,463	\$396,543	93%
Sub Total Enterprise Operations	\$704,186	\$4,310,621	\$4,925,578	88%
Operations Total	\$1,555,916	\$17,434,217	\$24,185,908	72%

plus transfers to CIF and Non-Potable for loan

Capital spending has overtaken operations as the invoices from the construction season hit the peak. Costs are still in line with budget figures.

CAPITAL EXPENDITURES

<u>General Govt Capital</u>	<u>Current Month</u>	<u>YTD Actual</u>	<u>2012 Budget</u>	<u>% of Budget</u>
Capital Improvement Fund	\$302,017	\$4,399,098	\$4,905,182	90%
Enterprise Fund Capital				
Water	\$30,588	\$165,912	\$790,005	21%
Sewer	\$315,622	\$4,851,430	\$5,242,100	93%
Drainage	\$0	\$9,137	\$492,300	2%
Non-Potable	\$280	\$127,655	\$140,668	91%
Sub Total Enterprise Capital	\$346,490	\$5,154,134	\$6,665,073	77%
Capital Total	\$648,507	\$9,553,232	\$11,570,255	83%
<i>plus transfer to Non-Potable for loan</i>				
Total Budget	\$2,204,423	\$26,987,449	\$35,756,163	75%

All Funds Expenditures

As a tracking tool, we would expend no more than 83% of our annual budgeted expenditures through the month of October.

The second and third quarters are usually highest in operations as we gear up for the summer and the addition of seasonal help and more operational costs. The third and fourth quarters usually show the highest capital expenditure cost, as we pay for projects as they are completed.

General Fund Expense Chart

October 2012

General Fund Expenditures

		2012			
Department	Current Month	YTD Actual	Budget	%of Budget	
410	Town Clerk/Customer Service	\$30,196	\$448,392	\$544,564	82.3%
411	Mayor & Board	\$8,076	\$407,384	\$1,090,631	37.4%
412	Municipal Court	\$51	\$14,306	\$19,664	72.8%
413	Town Manager	\$13,710	\$210,125	\$254,182	82.7%
415	Finance	\$33,609	\$478,073	\$533,249	89.7%
416	Human Resources	\$14,524	\$235,591	\$358,080	65.8%
418	Legal Services	\$29,560	\$339,984	\$370,000	91.9%
419	Planning & Zoning	\$30,351	\$418,301	\$522,474	80.1%
420	Business Retention & Growth	\$6,704	\$174,090	\$192,140	90.6%
421	Police	\$137,080	\$2,123,259	\$2,559,268	83.0%
429	Streets	\$59,306	\$802,170	\$963,992	83.2%
430	Public Works	\$34,605	\$338,143	\$398,028	85.0%
431	Engineering	\$31,286	\$498,780	\$583,852	85.4%
432	Cemetery	\$5,694	\$92,338	\$116,653	79.2%
433	Community Events	\$1,793	\$83,686	\$103,485	80.9%
450	Forestry	\$15,439	\$250,072	\$357,263	70.0%
451	Recreation Programs	\$92,132	\$1,331,966	\$1,598,219	83.3%
452	Pool/Aquatics	\$3,108	\$178,949	\$219,266	81.6%
454	Parks	\$57,989	\$715,673	\$918,863	77.9%
455	Safety/Loss Control	\$25	\$1,734	\$10,000	17.3%
456	Art & Heritage	\$9,678	\$196,559	\$245,508	80.1%
457	Town Hall	\$18,031	\$189,644	\$235,833	80.4%
458	Police Pension	\$0	\$107	\$1,287	8.3%
467	Parks Construction	\$11,946	\$173,624	\$231,538	75.0%
Total General Fund Operations		\$644,893	\$9,702,950	\$12,428,039	78.1%

The General Fund represents the bulk of our daily operations budget. Again judging by the tenth month 83% rule of thumb, expenditures are in line with where they should be after ten months.

Finance records property tax collection fees from the county treasurers. YTD property tax collections of 95% are also reflected in 95% of the fees at \$51,000. Annual audit and sales tax audit fees are also higher than expected.

Legal services YTD reflect additional work on the IGA for the interchange.

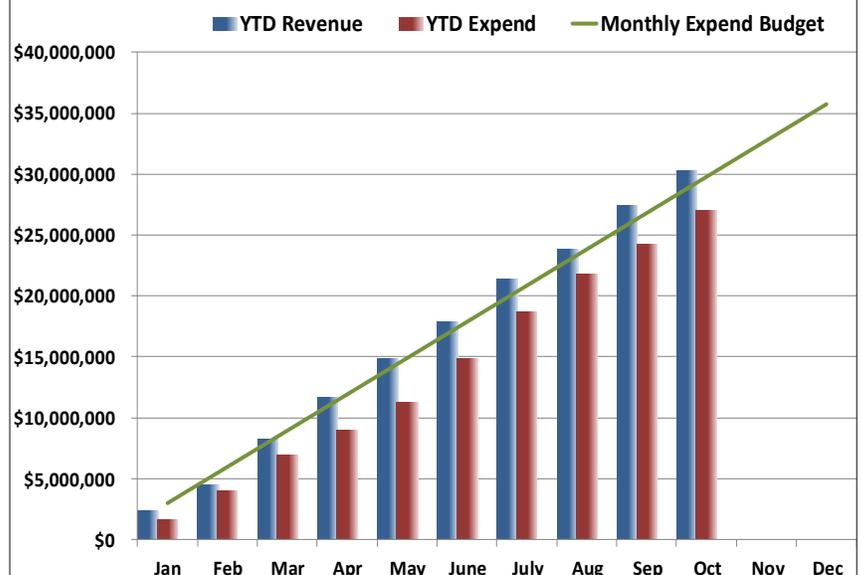
Business Retention & Growth reflects the payment to the Chamber of Commerce and our retail consultant Katy Press. These two items together totaled \$32,500, putting the percentage at 90.6%.

Revenue and Expenditure Compared to Budget

The chart on the right shows monthly revenue compared to monthly expenditure as well as a trend line showing the total 2012 budget expended equally over twelve months.

October YTD revenue total exceeded expenditures by roughly \$3.2M. This was higher based on the strength of our building permit and sales tax numbers.

Combined Revenue and Expenditures



Our Vision:

WINDSOR'S hometown feel fosters an energetic COMMUNITY SPIRIT AND PRIDE that makes our town a special place in Northern Colorado.

WINDSOR has a VIBRANT DOWNTOWN AND LAKE which is a community focal point and destination.

WINDSOR has a STRONG LOCAL ECONOMY with diverse business sectors that provide jobs and services for residents.

WINDSOR promotes quality development through MANAGED GROWTH.

WINDSOR residents enjoy a friendly community with HOUSING OPPORTUNITIES, CHOICES for LEISURE, CULTURAL ACTIVITIES, and RECREATION, and MOBILITY for all.

WINDSOR is a GOOD ENVIRONMENTAL STEWARD.



2012 Monthly Financial Report

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The Town of WINDSOR strengthens community through the fiscally responsible and equitable delivery of services, support of hometown pride, and encourages resident involvement.

The key categories coming forth from the recommended 2012 Budget are:

COMPLETING STARTED OR PROMISED PROJECTS

STEWARDSHIP OF THE COMMUNITY ASSETS

CONTINUING TO PREPARE FOR THE FUTURE

MAINTAINING A MOTIVATED (PRIDE) EMPLOYEE GROUP

We're on the Web

www.windsorgov.com