



TOWN BOARD REGULAR MEETING
February 22, 2016 - 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
 - Mayor Pro Tem Baker – Water & Sewer Board; North Front Range/MPO alternate
 - Town Board Member Morgan – Parks, Recreation & Culture; Great Western Trail Authority
 - Town Board Member Melendez – Downtown Development Authority; Chamber of Commerce
 - Town Board Member Rose – Clearview Library Board
 - Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission
 - Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board
 - Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO
5. 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 Deputy Town Clerk prior to the start of the meeting.

B. CONSENT CALENDAR

1. Minutes of the February 8, 2016 Regular Town Board Meeting – K. Eucker

C. BOARD ACTION

1. Public Hearing – Resolution No. 2016-11 – A Resolution Recommending Planning Commission Adoption of the 2016 Town of Windsor Comprehensive Plan
 - Staff presentation: Scott Ballstadt, Director of Planning

2. Resolution No. 2016-11 – A Resolution Recommending Planning Commission Adoption of the 2016 Town of Windsor Comprehensive Plan
 - Legislative action
 - Staff presentation: Scott Ballstadt, Director of Planning
3. Resolution No. 2016-12 - A Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement with the Weld County Board of County Commissioners for Funding of Improvements to Weld County Road 62 Adjacent to the Town of Windsor, Colorado
 - Legislative action
 - Staff presentation: Kelly Arnold, Town Manager
4. Weld County Design Standards response
 - Staff presentation: Kelly Arnold, Town Manager and Scott Ballstadt, Director of Planning
5. Economic Development Report
 - Staff presentation: Stacy Johnson, Director of Economic Development

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. EXECUTIVE SESSION

An executive session pursuant to § 24-6-402 (4)(e), C.R.S., for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Economic Development Incentives (Stacy Johnson)

F. ADJOURN



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MINUTES

A. CALL TO ORDER

Mayor Pro Tem Baker called the regular meeting to order at 7:03 p.m.

- | | | |
|--------------|---------------|---|
| 1. Roll Call | Mayor Pro Tem | Myles Baker
Christian Morgan
Kristie Melendez
Ivan Adams
Robert Bishop-Cotner |
| | Mayor | Absent
Absent
John Vazquez
Jeremy Rose |

Also Present:	Town Manager Town Attorney Town Clerk/Assistant to Town Manager Communications/Assistant to Town Manager Chief of Police Director of Engineering Director of Planning Director of Parks, Recreation and Culture Deputy Town Clerk	Kelly Arnold Ian McCargar Patti Garcia Kelly Unger John Michaels Dennis Wagner Scott Ballstadt Eric Lucas Krystal Eucker
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2. Pledge of Allegiance
Town Board Member Morgan 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 Melendez motioned to approve the agenda as presented. Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Morgan, Melendez, Bishop-Cotner, Adams; Nays- None; Motion passed.
4. Board Liaison Reports
 - Mayor Pro Tem Baker – Water & Sewer Board; North Front Range/MPO alternate
Mayor Pro Tem Baker had no Water & Sewer report.
Mr. Baker reported the MPO had only one item on the agenda that was not an action item.
 - Town Board Member Morgan – Parks, Recreation & Culture; Great Western Trail Authority

Town Board Member Morgan reported the Parks Recreation and Culture Board did not meet due to inclement weather.

Mr. Morgan reported the Great Western Trail Authority is working to resolve some issues with the County regarding trail access points on roadways that have become impassable. Also, the Board is planning on getting some survey work done between Severance and Eaton to make the trail continuous. A group called the Northern Colorado Bike and Pedestrian Collaborative that is involved in bike and pedestrian issues meets on March 9, 2016 from 10:00 a.m. – 12:00 pm. at the Windsor Recreation Center.

- Town Board Member Melendez – Downtown Development Authority; Chamber of Commerce

Town Board Member Melendez reported the Chamber of Commerce is changing their meeting and combining the meeting with a board retreat scheduled for February 18, 2016.

- Town Board Member Rose – Clearview Library Board
Town Board Member Rose- Absent
- Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission

Town Board Member Bishop-Cotner reported the Historic Preservation Commission meeting has been cancelled and was not able to attend the Planning Commission meeting.

- Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board
Town Board Member Adams reported the Trail Board finalized the acquisition of some land which needs to be completed by May 1, 2016. The trail board has approved the budget and has also approved \$30,000 for trail improvements.

Mr. Adams reported the Tree Board discussed Arbor Day events. The two events will be held at Tozer Elementary on April 15, 2016 and Mountain View on April 14, 2016. A 5k run/walk has been scheduled for April 16, 2016 at Boardwalk Park.

- Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO
Mayor Vazquez- Absent

5. Public Invited to be Heard

Mayor Pro Tem Baker opened the meeting up for public comment to which there was none.

B. CONSENT CALENDAR

1. Minutes of the January 25, 2016 Regular Town Board Meeting – K. Eucker
2. Report of Bills for January 2016 – D. Moyer
3. Resolution No. 2016-09 - A Resolution Approving and Accepting a Deed of Dedication for Right of Way within Tract B, Westwood Village Subdivision, Fourth Filing, in the Town of Windsor, Colorado – K. Emil

Town Board Member Melendez motioned to approve the consent calendar as presented; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Morgan, Melendez, Bishop-Cotner, Adams; Nays- None; Motion passed.

C. BOARD ACTION

1. Resolution No. 2016-10 - A Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Town of Windsor, Colorado for 2015.

- Legislative action
- Staff presentation: Dean Moyer, Director of Finance

Town Board Member Melendez motioned to approve Resolution No. 2016-10; Town Board Member Bishop-Cotner seconded the motion.

Director of Finance Dean Moyer reported at the end of each year a supplemental budget is created as a housekeeping measure to adjust the previous year's budget. When developing the 2015 budget everything that could be foreseen was included based on the information available at the time. During the course of 2015 operations, several events occurred that were not foreseen while preparing the 2015 budget. Some adjustments must now be made in order to keep our budget in compliance with State budget law and auditor requirements.

Mr. Baker inquired if the net supplemental revenue is ultimately additional unexpected revenue. Mr. Moyer stated it is additional revenue.

Roll call on the vote resulted as follows: Yeas –Baker, Morgan, Melendez, Bishop-Cotner, Adams; Nays- None; Motion passed.

2. Finalize discussion on Town of Windsor I-25/392 IGA and CAC position(s) and desired direction(s)
 - Staff presentation: Kelly Arnold, Town Manager

Town Manager Kelly Arnold stated further discussion on how to proceed with the I25/392 IGA may be beneficial at this time as it is still fresh from the joint work session with the City of Fort Collins on February 2, 2016. At the joint work session, the preferred process from consensus of the group appeared to be:

Step #1: Amend the IGA to allow car dealerships along with any other changes particularly on the Town of Windsor side.

Step #2: Develop and adopt additional design standards for the CAC

Step #3: Develop a subarea plan (or some form) that formulates percentages of use by the CAC area.

The purpose of this discussion is to verify the preferred method with Town Board and then determine the methods of implementing the steps and resources needed.

Mr. Baker opened the discussion to the Town Board.

Town Board members discussed issues concerning amending the IGA but voiced support of amending the IGA with the City of Fort Collins.

Town Board Member comments in part are as follows:

- The IGA needs to have good standards but is conflicted regarding the car dealership.

- Fort Collins wants Windsor to take direction and take the lead with the amendment.
- Revenue sharing percentages may be able to be reevaluated through the amendment process.
- No opposition to amending the IGA.
- Citizen concerns for the amendment include lighting, landscaping, traffic, and noise.
- The IGA and design standards need to be worked on in sync.
- Input from the whole town is needed and not just the surrounding neighborhood.
- Citizens need to have the opportunity to be heard.
- Input from stakeholders and/or professionals would be beneficial.
- There is concern that the work being done may have to carry over to the next Board.

Mr. Baker inquired if anything is on the table to amend.

Mr. McCargar stated Fort Collins requested Windsor make changes that are relevant and Fort Collins will vote on the IGA.

Mr. Baker inquired if there could be specific design standards on specific uses.

Mr. Ballstadt stated that can take place. There is currently a part of the code that specifically addresses large retail establishments or big box store.

Ms. Melendez inquired if it is possible to amend the IGA but be contingent upon the design standards being fully evaluated.

Mr. McCargar stated the amendment can be conditioned any way including the adoption of agreeable standards that work on Windsor's side as well as the Fort Collins side; although that may not give much certainty to the landowner because they are still waiting for that contingency to be met.

Mr. Adams inquired what the master subarea plan percentages actually mean.

Mr. Arnold stated it was the discussion of percentages by use.

Mr. Ballstadt stated the concept would be to limit the percentage of any one particular use within the CAC.

Ms. Melendez inquired if we can move forward with creating design standards and not have the subarea portion completed.

Mr. Arnold stated that is possible.

Mr. Arnold stated time frames need to be thought about when deciding how to proceed which may include a Planning Commission review or public input.

Mr. McCargar reminded the Board that adopting design criteria would require a code amendment which would require Planning Commission and Town Board public hearings; there would be an opportunity for public input through the legislative process.

Mr. Arnold confirmed with the Town Board the work session scheduled for March 7, 2016 to review the amendment and design criteria. At that point it will be decided on how to proceed from there; Planning Commission reviews, public comment, make revisions or start over.

Mr. Arnold stated the revenue sharing component of the IGA was negotiated with the I-25/392 interchange in mind. The interchange would benefit both Fort Collins and Windsor which resulted in an equal partnership for the upfront costs of the interchange at \$1 million each. Windsor does have more potential for development but in considering the partnership on the initial capital and long term benefits, it was settled on 70/30.

3. December 2015 Financial Report

- Staff presentation: Dean Moyer, Director of Finance

Mr. Moyer provided an overview of the Financial Report

- Sale tax collections of the 3.2 % sales tax for December were \$688,497.
- December 2015 year-to-date gross sales tax increased 4.51% from December 2015.
- Construction Use tax through December is at 105.25% of the annual budget at \$1,980,140.00
- CRC Expansion tax has surpassed the budget for the eleventh consecutive month.
- Single Family Building permit total 285 through December which is up from 242 in December 2014.
- Over 100% of revenue has been collected in all categories except property tax.

D. COMMUNICATIONS

1. Communications from the Town Attorney

Mr. McCargar reminded the Town Board of tonight's executive session.

2. Communications from Town Staff

None

4. Communications from the Town Manager

Mr. Arnold stated Town Hall will be closed for President's day.

An Open House is scheduled for the Comprehensive Plan at the CRC from 4:00 p.m.-7:00p.m. on February 22, 2016 and would like that to be the work session for that night.

The agenda on February 22, 2016 will include the Comprehensive Plan, a Weld County Development Standards review update, traffic signal offer and economic development update.

5. Communications from Town Board Members

None

E. EXECUTIVE SESSION

An executive session pursuant to § 24-6-402 (4)(a), C.R.S., concerning the purchase, acquisition, lease, transfer, or sale of real property, and no members of the Town Board have any personal interests in such purchase, acquisition, lease transfer, or sale – open space (Kelly Arnold and Eric Lucas)

Town Board Member Bishop- Cotner motioned to go into executive session pursuant to § 24-6-402 (4)(a), C.R.S., concerning the purchase, acquisition, lease, transfer, or sale of real property, and no members of the Town Board have any personal interests in such purchase, acquisition, lease transfer, or sale – open space (Kelly Arnold and Eric Lucas); Town Board Member Melendez seconded the motion. Roll call on the vote resulted as follows: Yeas –Baker, Morgan, Melendez, Bishop-Cotner, Adams; Nays- None; Motion passed.

Upon a motion duly made, the Town Board returned to the regular meeting at 8:53 p.m.

The Executive Session was closed and the Town Board returned to the Regular Meeting.

Upon returning to the regular meeting, Mayor Pro Tem Baker 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 at 8:53 p.m.

F. ADJOURN

Town Board Member Bishop-Cotner motioned to adjourn; Town Board Member Morgan seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Morgan, Rose, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None. Motion passed.

The meeting was adjourned at 8:53 p.m.

Krystal Eucker, Deputy Town Clerk



MEMORANDUM

Date: February 22, 2016
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Director of Planning
Subject: Public Hearing – Resolution No. 2016-11 – Recommending Planning Commission approval of the 2016 Town of Windsor Comprehensive Plan
Items #: C.1.C.2

Background/Discussion:

At the onset of 2015, the Town of Windsor initiated the process to update its Comprehensive Plan in order to provide a long-range vision for Windsor's future. The Town has experienced a considerable amount of growth and development since the 2002 Comprehensive Plan was updated in 2006, and required a new plan to respond to the changing landscape of the community. The new Town of Windsor Comprehensive Plan reflects the community's rate of growth, while maintaining its high quality of life and unique character within the region.

The Comprehensive Plan provides the framework for future growth and development. It will guide development decisions by directing the use of land; the movement of vehicles and pedestrians; the protection of open spaces and environmental resources; development of key commercial and industrial areas; and investment in Downtown. The Comprehensive Plan promotes Windsor's unique assets to preserve its "small town" charm and character and create a sustainable balance between the built and natural environment. It will guide land use and development to achieve the vision of the community for the next 15-20 years.

Comprehensive Plan Process

The Town Board and Planning Commission held a joint work session on March 2, 2015 to kick-off the Comprehensive Plan process with presentations by Houseal Lavigne Associates and staff. Shortly thereafter, the Town Board approved Resolution 2015-21 which established the Comprehensive Plan Advisory Committee (CPAC) and appointed sixteen community leaders and citizens to help guide the planning process.

Extensive community outreach began in May, when Houseal Lavigne conducted stakeholder interviews with focus groups including the school, fire and library districts; residential, commercial and industrial developers; retirees; real estate developers and agents; banking and financial institutions; Windsor Housing Authority; trail representatives and others. The CPAC held meetings on May, 6, 2015 and July 29th which also coincided with public Community and Visioning Workshops, as well as a Business Workshop for local business owners and managers. Additional district workshops were held by Town Board members and staff in May and June. Throughout the process, the project website was available for citizens to participate through the use of online mapping tools and questionnaires.

The Town Board and Planning Commission reviewed the draft Comprehensive Plan on January 18, 2016 and the CPAC held a wrap-up meeting on January 19, 2016 and the input and

comments received from those meetings have been incorporated into the revised plan. The revised plan has been uploaded to the Town's website and sent to neighboring jurisdictions and the local military installations as required by statute.

The plan is available at: <http://windsorgov.com/DocumentCenter/View/14986>

Recommendation:

In accordance with §31-23-206(1), it is the duty of the Planning Commission to make and adopt a master plan for the physical development of the municipality. Therefore, staff recommends that the Town Board approve Resolution 2016-11 and forward a recommendation of approval of the 2016 Town of Windsor Comprehensive Plan to the Planning Commission, subject to all remaining Town Board and Planning Commission comments being addressed in the plan.

Notification:

- Notice of February 22, 2016 Town Board and March 2, 2016 Planning Commission public hearings published in February 19, 2016 Greeley Tribune
- Notice of February 22, 2016 Town Board and March 2, 2016 Planning Commission public hearings published on Town website February 18, 2016
- Press release regarding Comprehensive Plan published to Town website released February 12, 2016

Attachments: Resolution 2016-11
Excerpts from Comprehensive Plan

pc: Ian McCargar, Town Attorney
John Houseal, AICP, Principal, Houseal Lavigne Associates
Drew Awsumb, MPA, Senior Associate, Houseal Lavigne Associates

TOWN OF WINDSOR

RESOLUTION NO. 2016-11

A RESOLUTION BY THE WINDSOR TOWN BOARD RECOMMENDING PLANNING COMMISSION ADOPTION OF THE 2016 TOWN OF WINDOR COMPREHENSIVE PLAN.

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

WHEREAS, § 2-7-20 (1) of the *Windsor Municipal Code* provides that the Town of Windsor Planning Commission (“Planning Commission”) is empowered to prepare and maintain, subject to periodic revision as necessary, a master plan (which is also alternatively referred to as a “comprehensive plan”) as described by state statutes; and

WHEREAS, C.R.S. § 31-23-206 provides that it is the duty of the Planning Commission to make and adopt a master plan for the physical development of the municipality, including any areas outside its boundaries, subject to the approval of the governmental body having jurisdiction thereof, which in the commission’s judgment bear relation to the planning of such municipality; and

WHEREAS, the master plan of a municipality shall be an advisory document to guide land development decisions; and

WHEREAS, the most recent version of the Town’s Comprehensive Plan was adopted in 2002, was subsequently updated in 2006, and has undergone annual review and updates, and has incorporated various findings and information from supplemental studies, including:

- The 2005 Windsor Vision 2025 Plan;
- The 2007 Parks, Recreation, Trails and Open Lands Master Plan; and
- The 2009 Housing Needs Assessment;
- The 2010 Downtown Design Guidelines and Financing Plan;
- The 2012 Windsor Housing Authority Strategic Housing Plan;
- The 2012 Downtown Windsor Parking Study;
- The 2013 Cache la Poudre River NHA Management Plan;
- The 2015 Demographics & Housing Opportunities Study;

and

WHEREAS, in fall of 2014, recognizing the need to undertake a comprehensive revision of the existing comprehensive plan, consolidate the many updates, studies and other plans relied upon, and prepare a new plan, the Town Board approved funding in the 2015 budget to support the effort; and

WHEREAS, beginning in March, 2015, the Town contracted with Houseal Lavigne Associates to prepare a new and updated comprehensive plan; and

WHEREAS, the Town has prepared a new and updated plan, entitled the *2016 Town of Windsor Comprehensive Plan* (the “Plan”); and

WHEREAS, a Comprehensive Plan Advisory Committee (“CPAC”) was created to serve as an advisory resource to work closely with Houseal Lavigne Associates and Town staff, and has reached out to the various stakeholders through meetings and workshops; and

WHEREAS, the Plan has undergone extensive community outreach, involving local taxing districts, developers, local business leaders and citizen participation through meetings and the use of online mapping tools and questionnaires; and

WHEREAS, a joint work session of the Town Board and Planning Commission was held on January 18, 2016 to review a draft Plan and provide further input; and

WHEREAS, the public review process has included at least one public hearing for which notice was provided by publication in accordance with C.R.S. § 31-23-208; and

WHEREAS, after consideration of all input from the public, its professional consultants and advisory boards, commissions and staff, the Town Board recommends approval and adoption of the 2016 Town of Windsor Comprehensive Plan, a copy of which attached to this Resolution and incorporated herein by this reference as if set forth fully.

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

The attached *2016 Town of Windsor Comprehensive Plan*, including all attachments and appendices thereto, is hereby recommended for presentation to and adoption by the Planning Commission.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 22nd day of February, 2016.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Town of Windsor
COMPREHENSIVE PLAN



Prepared by



Draft for CPAC
Discussion Purposes Only



Draft for CPAC
Discussion Purposes Only

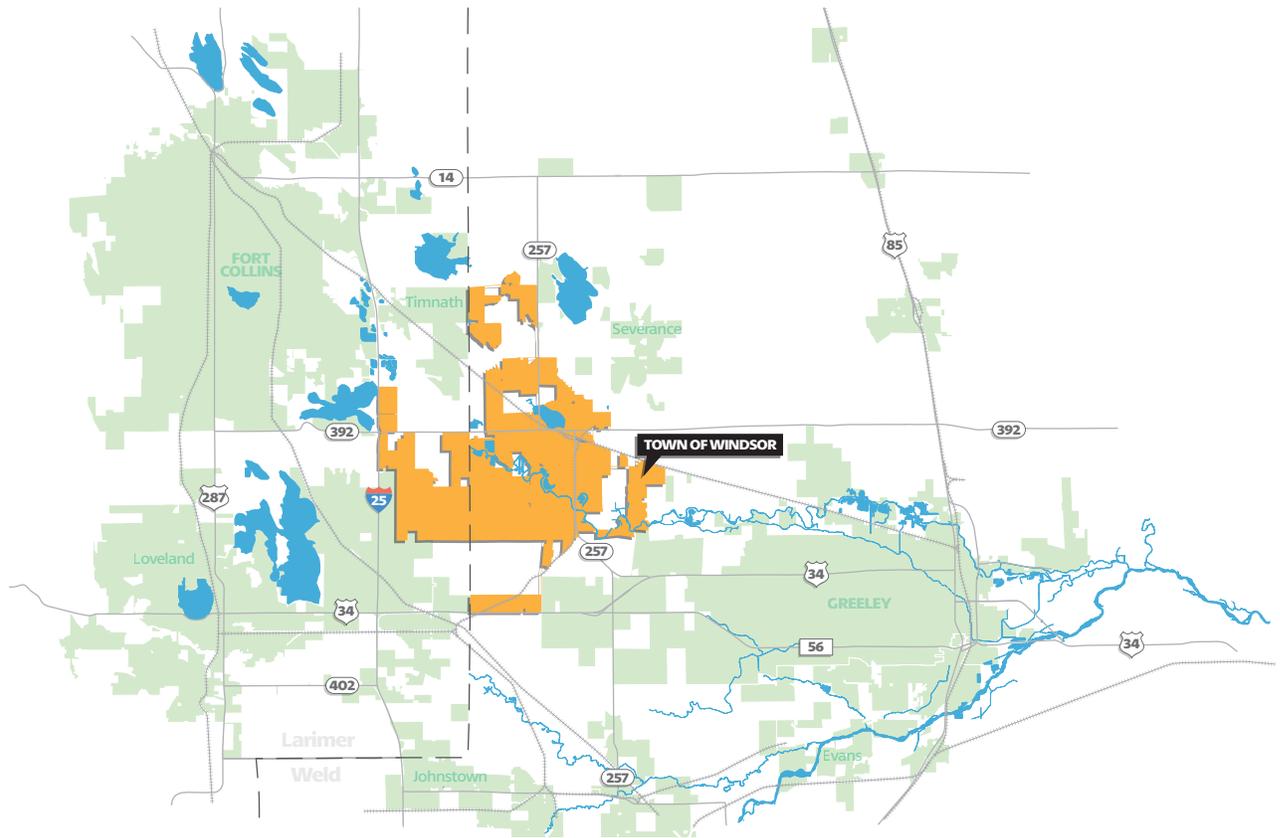
Chapter 1

INTRODUCTION

At the onset of 2015, the Town of Windsor initiated the process to update its Comprehensive Plan in order to provide a long-range vision for Windsor's future. The Town has experienced a considerable amount of growth and development since the 2002 Comprehensive Plan was updated in 2006, and required a new plan to respond to the changing landscape of the community. The new Town of Windsor Comprehensive Plan reflects the community's rate of growth, while maintaining its high quality of life and unique character within the Northern Colorado Front Range region.

The Comprehensive Plan provides the framework for future growth and development. It will guide development decisions by directing the use of land; the movement of vehicles and pedestrians; the protection of open spaces and environmental resources; development of key commercial and industrial areas; and investment in Downtown. The Comprehensive Plan promotes Windsor's unique assets to preserve its "small town" charm and character and create a sustainable balance between the built and natural environment. It will guide land use and development to achieve the vision of the community for the next 15–20 years.

The Windsor Comprehensive Plan serves as a foundation for decision making and a reference for Town officials, residents, and stakeholders as they consider development proposals, capital improvements, infrastructure investments, policy changes, and other actions in the decades to come.



Planning Process

The Windsor Comprehensive Plan followed a seven-step planning process. This multi-faceted approach was used to analyze existing conditions, establish a community vision, formulate goals, develop plans and policies, and prepare recommendations and implementation strategies that are measurable and specific.

Step 1 Project Initiation & Outreach

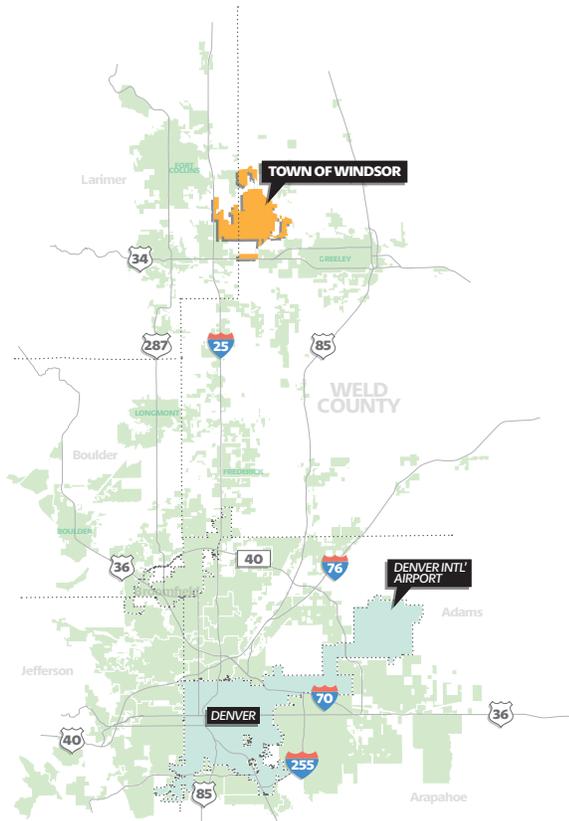
The planning process began with the creation of a Comprehensive Plan Advisory Committee (CPAC), made up of interested citizens, stakeholders, and leaders in the community, and kickoff meetings with Town staff, the Planning Commission, and Town Board. The CPAC met several times throughout the planning process to ensure the Plan addressed key issues and reflected the Windsor community.

Step 2 Community Engagement & Outreach

Community engagement and citizen participation were the cornerstones of the planning process. This step integrated both traditional (face-to-face) and web-based activities to obtain the broadest levels of participation. Community engagement and outreach was included throughout the entire planning process, with this step providing the initial participation efforts and laying the foundation for the remaining steps.

Step 3 Existing Conditions Analysis

This step included the analysis of existing conditions and future potential within the community. It involved inventorying, researching, and analyzing information provided by the Town, as well as feedback from community service providers and reconnaissance, surveys, and stakeholder input.



Step 4 Community Vision, Goals & Objectives

This step established an overall "vision" for the future of the Town of Windsor that provided focus and direction for subsequent planning activities and served as the cornerstone of the consensus building process. Plan Goals and Objectives were prepared that seek to realize the vision set by the Windsor community.

Step 5 Community-Wide Core Plans & Policies

This step entailed the preparation of plans for growth and annexation, land use and development, transportation and mobility, open space and environmental features, community facilities, community character, and sustainability. These plans provide the core for the Comprehensive Plan and reflect community input and the Town's Goals and Objectives.

Step 6 Implementation Strategy

This step included the development of a preliminary implementation strategy, based on review and discussion of the core plan components with the CPAC. The implementation strategy identifies the actions to be taken, stakeholder roles and responsibilities, prioritization and timing of actions, and available funding sources that are the best suited and most appropriate for the different recommendations and implementation actions.

Step 7 Plan Documents & Adoption

Based on the previous steps in the planning process, the draft and final versions of the Comprehensive Plan document were prepared for local review and consideration. This included the Planning Commission public hearing, presentation, and adoption, per Colorado statute.

ORGANIZATION OF THE PLAN

Vision, Goals & Objectives

The Town of Windsor Comprehensive Plan includes ten chapters organized by topic area. Chapters 1–9 contain a Vision Statement as well as a Goal and Objectives. Written as a retrospective summary, each Vision Statement articulates concepts and ideas that paint a tangible sense of what Windsor would look like and how it would operate 15–20 years following the adoption and implementation of the Comprehensive Plan. The Vision Statements are based on community input gathered throughout the planning process, and incorporate recommendations and strategies identified by residents, business owners, and Town staff. The Vision Statements include language from **Vision 2025**, much of which is still relevant and applicable to the Windsor community.

The Goals and Objectives provide the framework for planning recommendations, policies, and future projects and actions that help make the Vision a reality. Goals describe end situations toward which planning efforts should be directed. They are broad and long-range and, although they may never be fully attained, they represent an end to be sought. Objectives describe more specific actions that should be undertaken in order to advance toward the overall goals. They may include policies, strategies, actions or projects, and provide specific guidelines for planning action.

Sustainability

Windsor's many attractive natural and open space areas have a significant contribution to the Town's identity. Part of the community's appeal has long been its balance between high-quality residential living blended with well-preserved natural areas that offer a diversity of environmental features. However, like many Front Range communities, Windsor faces challenges with its long-term water supply as well as the need for improved stormwater management and overall sustainability efforts. The Comprehensive Plan highlights best practices and policies that serve to protect these natural areas while also promoting municipal and community sustainability. For purposes of this Comprehensive Plan, "sustainability" refers to the following:

A dynamic, democratic process through which communities plan to meet the needs of current and future generations without compromising the ecosystems upon which they depend by balancing social, economic, fiscal, and environmental resources, incorporating resilience, and linking local actions to regional concerns.

— Adapted from APA Sustaining Places Task Force, 2012

Planning Jurisdiction & Boundary

The Comprehensive Plan addresses issues within the municipal boundaries of Windsor as well as unincorporated areas adjacent to the Town. Colorado Revised Statutes (§ 31-23-206) allows a local planning commission to adopt a comprehensive or "master plan" that addresses the physical development of the municipality, including any areas outside its boundaries for which it has jurisdiction (Growth Management Area).

Growth Management Area

The Comprehensive Plan includes land both within the Town of Windsor municipal boundaries, as well as unincorporated areas that fall within the Town's Growth Management Area (GMA). The land outlined within the GMA is an area that will likely experience development pressure and has the infrastructure requirements to support future development. The GMA is where future development should be directed and contained as well as delineates areas for future annexation.

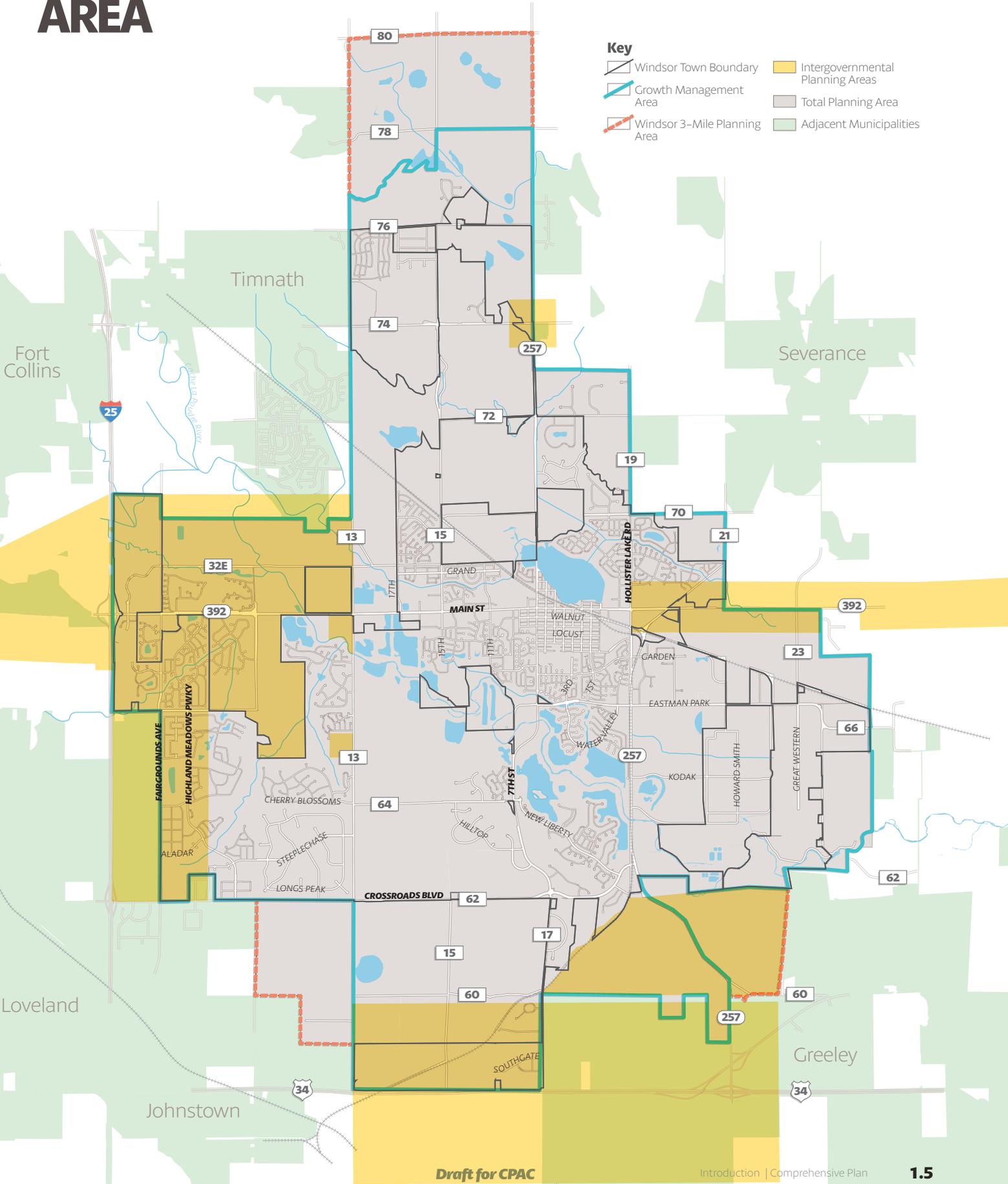
Windsor 3-Mile Planning Area

A municipality must have a plan in place for areas within a 3-mile distance from its municipal boundary prior to any annexation (Colorado Revised Statutes § 31-12-105). The 3-mile planning area does not include land incorporated by other municipalities or claimed through a formal intergovernmental agreement. The full extent of the Comprehensive Plan planning area serves as the 3-Mile Area, which is inclusive of the GMA as well as land outside the GMA. State law requires that a three-mile plan—represented by this Comprehensive Plan—be in place prior to the submission of any annexation within the three-mile planning area.

Intergovernmental Planning Areas

The Town of Windsor entered into several Intergovernmental Agreements (IGA) with neighboring municipalities to jointly plan for future development. This includes a determination of future land uses, and in some cases, revenue sharing. Additional information regarding Intergovernmental Planning Areas is addressed in **Chapter 5: Land Use & Development**.

PLANNING AREA



Chapter 4

A VISION FOR WINDSOR

A critical part of any long-range plan is its central vision. The vision should answer what defines the Windsor community over the next generation and provides the central strategic approach to public decision-making. Windsor's comprehensive plan begins with an overall community vision that captures the Town's place in Northern Colorado in the early years of the 21st Century, and forecasts its emergence as a critical part of the metropolitan region over the next generation. From there each individual plan chapter begins by fleshing out these guiding principles and strategies into individual visions that shape recommendations in each policy area, ranging from land use and transportation, to parks and community facilities.

This comprehensive plan addresses the period of time where Windsor will largely build out and transition into a mature, established community mostly hemmed in by its neighbors. The strategic question is, what type of development will define Windsor's character in the future?



Today's Context

Windsor, Colorado was founded as a small 19th Century agricultural and railroad town, but in the last 25 years has tripled in size while establishing itself as one of the most desirable communities in Colorado. This recent growth likely represents just the initial phase of rapid expansion, as Windsor is poised to continue to substantially increase in size in future decades. As Windsor's borders are contiguous with Fort Collins and Loveland to the west and Greeley to the east, much of the new development and investment in the region will occur within Windsor and neighboring communities. The strategic question is, what type of development will define Windsor's character in the future?

This comprehensive plan addresses the period of time where Windsor will largely build out and transition into a mature, established community mostly hemmed in by its neighbors. This is a critical transition for any community, and fully leveraging the Town's potential in a financially sustainable and strategic manner is the primary challenge for the next generation of public decision-makers. Executing this strategy will consist of two fundamental approaches.

First, Windsor must identify and articulate its unique niche within Northern Colorado. It must understand who it is and what it wants to be as a community, what its priorities are, and how all of this fits within the larger, complex region. The Town will likely not provide everything to everyone, and thus understanding what Windsor can provide Northern Colorado is as important as understanding what Northern Colorado provides Windsor residents themselves. Strategically striking that balance is a key policy approach that ultimately touches every decision Town leaders will face going forward.

Secondly, the Town must commit to continuing its existing partnerships and collaborations with other local governments while also proactively identifying new opportunities to serve its residents by tapping into the region's growth and assets. As Windsor grows as a local community it should also gain prominence as a key part of the greater Northern Colorado region. Ultimately, this approach will ensure Windsor can manage its rapid growth while maintaining its small-town strengths and strategically leveraging key regional benefits.



A Retrospective

The Vision Statement describes what Windsor will look like 20 years from now. The vision is broad in scope; nonetheless, it focuses attention on key aspirations identified by the community. It is written as a retrospective in the year 2035, chronicling the accomplishments and achievements that have been implemented since the adoption of the Comprehensive Plan. This stylistic approach continues throughout the document.

Tomorrow's Vision

Looking to the 2030s, Windsor has leveraged its unique position in the center of Northern Colorado and simultaneously developed as a distinctive small-town community as well as a critical link in the broader metropolitan economy. The community has grown considerably, continuing a period of nearly 40 years of sustained expansion and population growth, but emerged as a model community in the Mountain West, distinct from other conventional suburban areas.

Windsor is a complete community that reflects the best aspects of a traditional "hometown" with a strategic balance and mix of residential, commercial, and industrial land uses, served by high-quality public services, educational and faith-based institutions, and parks and open spaces. The Town of Windsor; however, is distinct from other municipalities in Northern Colorado for adopting growth policies that have concentrated development at key nodes while preserving its agricultural heritage. This includes a vibrant downtown, regional commercial and entertainment centers at the I-25 interchanges, a thriving industrial sector, and well maintained residential neighborhoods that are interlinked through a comprehensive system of parks and trails anchored by the Cache la Poudre River. Simply, Windsor is one of the most desirable, successful communities in the Front Range, while also a meaningful part of the Northern Colorado region.



Chapter 5

LAND USE & DEVELOPMENT

Windsor includes a diverse range of land uses that accommodate residential, commercial, and industrial users. The Town's residential neighborhoods are comprised of historic homes near Downtown as well as a large number newer subdivisions, many of which anchor golf courses and large open spaces and have been built in the last 20 years. The Town's commercial and retail areas are anchored by the Main Street (SH 392) corridor and Downtown Windsor, while I-25 and emerging east-west corridors like Harmony Road and Crossroads Boulevard play an increasingly important role in the area's growth.

Additionally, the Great Western Industrial Park includes large scale sites and heavy manufacturing uses, which play an important role in defining the eastern parts of Windsor and carries implications for land use and economic planning across the community. The **Land Use & Development Plan** serves to guide future growth and development by providing a framework for Town policy and development review decision-making. The **Land Use & Development Plan** considers existing land uses, environmental features, market influences, and the vision of the Windsor community to create a land use pattern that contributes to a vibrant economy and high quality of life.

Windsor, Colorado was founded as a small 19th Century agricultural and railroad town, but in the last 25 years has tripled in size while establishing itself as one of the most desirable communities in Colorado. This recent growth likely represents just the initial phase of rapid expansion, as Windsor is poised to continue to substantially increase in size in future decades.



Chapter 5a

LAND USE PLAN



The Town of Windsor is a historic Front Range community that is experiencing rapid growth and development. Anchored by a historic downtown, the Town includes a mix of new and old residential districts, emerging commercial centers, and an evolving industrial sector. The Land Use Plan is designed to guide new growth; taking a balanced approach to land use that accommodates future growth while limiting impacts to existing neighborhoods and conserving open space areas that reflect the rural and agricultural heritage of the community.

The Land Use Plan takes into consideration key development influences such as market conditions, the existing roadway network, rail corridors, environmental features such as the Cache la Poudre River, reclaimed gravel mining areas, and scenic bluffs. Land use designations guide the location, character, and use of future development. The result is a land use pattern that provides a range and mix of housing options, commercial centers, and employment areas that contribute to a diverse and vibrant economy and high quality of life. The Land Use Plan and its supporting goals and objectives should serve as the foundation for land use and policy decision-making and act as a guide to ensure Windsor achieves its community vision.

Land Use Categories

The land use designations illustrated within the plan are a result of existing land uses, expert analysis, and the vision established by the Windsor community. Areas within Windsor fall under the following 14 categories:

1. Estate Residential
2. Single Family Detached Residential
3. Single Family Attached Residential
4. Multi-Family Residential
5. Downtown/Mixed Use
6. General Commercial
7. Regional Commercial
8. Light Industrial
9. Industrial
10. Public/Semi-Public
11. Agriculture
12. Parks/Recreation & Open Space
13. Utilities/Transportation
14. Intergovernmental Planning Area

Estate Residential

The Estate Residential category includes single family homes that are set on large lots, typically greater than an acre in size. Parcels within this category may also include homes that integrate agricultural and equestrian uses. Low Density Residential uses are inclusive of both planned subdivisions, as well as large-lot single family homes that have been developed individually over time. Estate Residential areas contribute significantly to the rural character of the Windsor community; however, to accommodate the Town's growing population while limiting impacts to infrastructure, its application moving forward is limited.

Single Family Detached Residential

The majority of residential uses fall within the Single Family Detached Residential category. They consist primarily of single-family detached homes, but these areas can also include components of single-family attached homes, such as townhouses and duplexes. This land use category encompasses older parts of Windsor, which are arranged on a grid street pattern, as well as stand-alone residences sited as part of larger planned subdivisions.

An effective technique to increase housing product diversity in Windsor is to integrate multi-family and attached units into low-density single-family attached neighborhoods. This architectural and site design approach has been effectively used since the beginning of the 20th Century in a variety of planned communities where such structures are indistinguishable from large, single-family estates. The Town of Windsor should evaluate allowing mansion-style apartment homes of up to four units in new subdivisions, when properly integrated into neighborhood character as part of its zoning code update.

Single Family Attached Residential

The Single Family Attached Residential category primarily includes single-family attached homes, but may also include small lot single-family detached as well as multi-family units. The category is intended to serve as a transitional land use between lower density residential areas and higher density/higher intensity uses. The Single Family Attached Residential category is intended to accommodate a range of housing types and sizes, such as townhomes, that can be seamlessly integrated within a neighborhood through compatible design and architectural features.

This land use category may also be suitable for strategically-placed commercial uses. These uses would be small-scale businesses that primarily serve the neighborhood and exhibit a similar architectural style and scale as adjacent residential dwellings.

Multi-Family Residential

The Multi-family Residential land use category includes residential structures that contain multiple dwelling units such as apartments and condominiums. Housing units are usually stacked vertically and attached horizontally, and typically have common hallways and amenities. This category may also include single-family attached housing, as well as senior housing and assisted living facilities. Multi-family Residential areas provide increased housing opportunities for a range of incomes, increasing the overall housing diversity of the Town, and generally have limited impacts to water and wastewater infrastructure compared to low density housing types. Multi-family Residential developments are often best sited adjacent to or within close proximity of community facilities, service and shopping areas, transportation corridors, and other community amenities. As such, limited commercial uses should be permitted on the ground floor of multi-family residential developments.

Downtown/Mixed-Use

The Downtown/Mixed-Use land use category includes areas within the downtown Windsor area. Uses primarily include retail commercial, service, and professional offices; however, multi-family housing on the upper levels of downtown structures should be encouraged. This mix of land uses—commercial and residential—is intended to create a lively town center, concentrating a range of activities and housing density within a compact area.

General Commercial

The General Commercial land use category includes areas designated for the sale of goods and services, and to accommodate offices and other professional employment uses. The designation encompasses local commercial uses that typically serve the needs of residents and the immediate surrounding area, including convenience uses, grocery stores, retailers, restaurants, professional offices, personal services uses, small shopping centers and multi-tenant centers, and more. The General Commercial land use category may also accommodate residential uses on upper levels of commercial buildings to establish mixed-use neighborhood nodes. These General Commercial areas are typically located along the Town's primary corridors and key intersections of major roadways.

Regional Commercial

The Regional Commercial land use designation includes larger shopping areas intended to draw customers and visitors from beyond the Windsor community. These uses include large shopping centers, lifestyle centers, larger retail establishments, multiplex movie theaters, and more. Because these uses depend on a regional draw for their customer base, it is essential that such development have excellent regional access and visibility. In Windsor, the area designated for Regional Commercial is the land along I-25, north and south of the SH 392 interchange. This regional commercial/employment node is also well-suited for a mix of commercial and higher density residential uses, and opportunities for future transit-oriented development.

Light Industrial/Business Park

Light Industrial/Business Park land uses include can include office, research, light manufacturing, processing, limited production, more intense commercial service use, and the storage and/or distribution of goods. Activities tend to occur inside structures, with outdoor areas allowing well-screened and limited storage or distribution. This land use category includes business and office parks used to support industrial operations, research, or logistics, which are typically developed as a coordinated subdivision or development. While this land use category has limited environmental and noise impacts, and is generally compatible with nearby residential or commercial areas, it may generate increased truck traffic, and uses should be well-screened and buffered from adjacent non-business type uses.

Heavy Industrial

Heavy industrial uses can include large-scale facilities that involve the processing of chemicals and plastics, refineries, and industrial machinery. Given the freight traffic, visual, noise, and environmental impacts generated by heavy industrial uses, these areas should be heavily buffered from adjacent land uses. Residential land uses adjacent to heavy industrial users should be discouraged in favor of light industrial and commercial as transitional uses to housing areas.

Public/Semi-public

The Public/Semi-Public land use designation includes schools, places of worship, libraries, government offices, social service providers, etc., which support activities for the benefit of the general public. Public/Semi-public land uses are generally integrated within and adjacent to residential and commercial land uses.

Agriculture

The Agriculture land use designation consists of cultivated fields actively used for raising crops, livestock, and other farming related activities. This designation may also include accessory buildings and uses such as single-family homes. With limited infrastructure to areas outside the Growth Management Area, many existing agricultural uses will likely remain as such throughout the course of this Comprehensive Plan. Additionally, agricultural areas may be preserved with the implementation of transfer of development rights (TDRs) programs.

Parks & Open Space

Public Parks and Open Space areas include parcels that are designated for active recreation, typically hosting fields, facilities, and supporting amenities related to athletics and public gathering. The designation also encompasses natural areas within the community that remain undeveloped due to development constraints or important environmental features such as wetlands, large tree stands, creeks, ecosystems, etc. Nevertheless, open space areas do not necessarily preclude future development; therefore, the Town should actively pursue conservation easements and other protective measures to maintain the open space areas that characterize the Windsor identity. In addition, this category may include existing mineral extraction sites, which are statutorily protected resources. Mining activities are considered temporary until the resource has been harvested.

Utility/Transportation

The Utility/Transportation land use designation includes areas of the community dedicated to infrastructure related to railroad rights-of-way, electricity, water distribution, collection and refinement, etc.

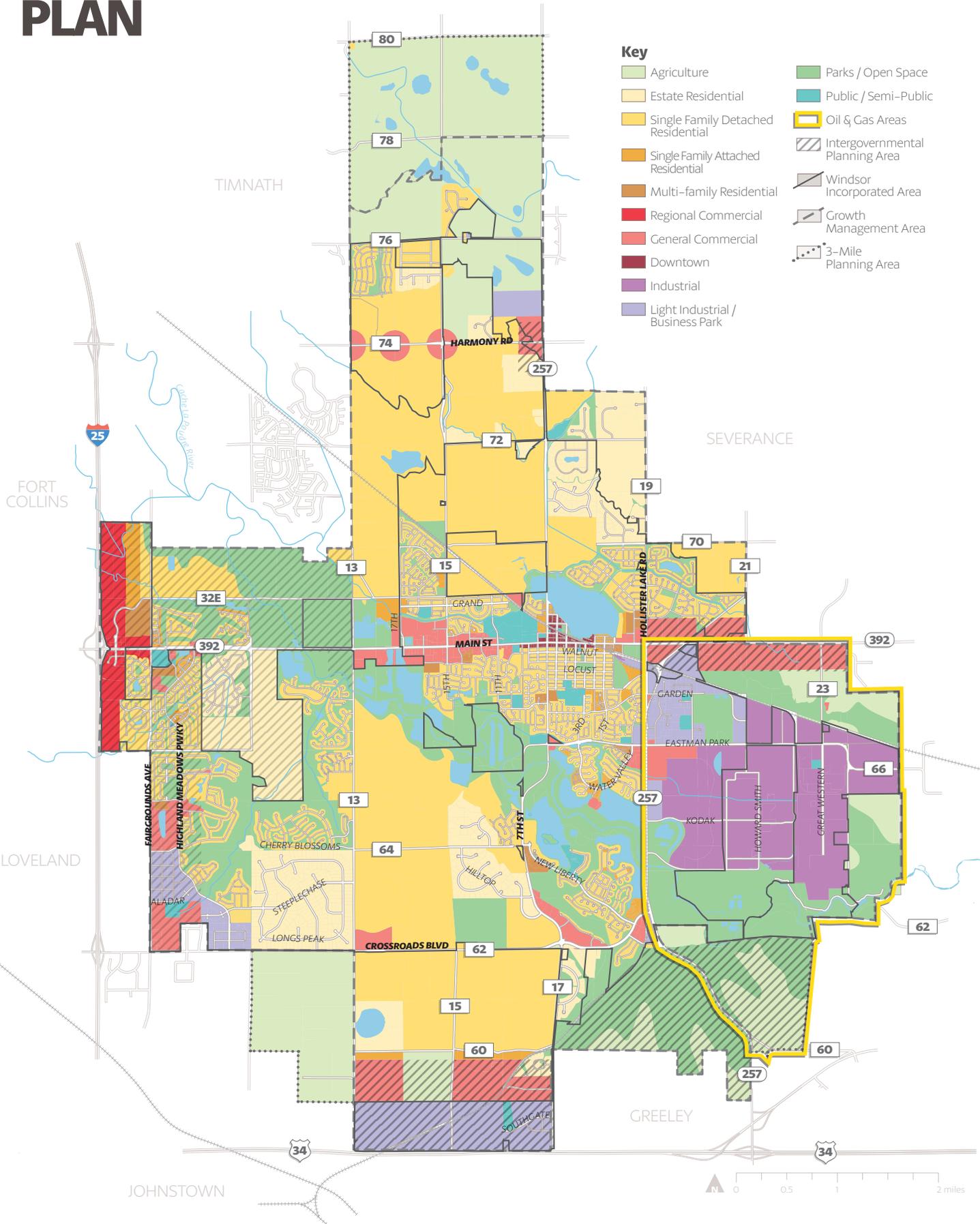
Intergovernmental Planning Area

Intergovernmental Planning Areas include parcels that are subject to an increased level of land use regulation, governed by intergovernmental agreements between the Town of Windsor, adjacent municipalities, and counties. The intent of these areas is to align land use policies that are mutually beneficial, which may entail precluding specific land uses and while permitting others.

Temporary Mining Activities

The Town of Windsor includes some current mining uses, which are primarily located in land classified as Parks/Open Space on the Land Use Plan. These uses are further detailed in the Industrial Areas section of this chapter.

LAND USE PLAN



Land Use Policies

The Land Use Plan is intended to guide future land use and development decisions as well as provide a framework for future zoning updates and amendments. It should serve as the formal policy statement for land use, informing decision-making for development and redevelopment projects.

In certain parts of Windsor and its planning area, parcels have been developed and the existing built-form should be acknowledged in the Land Use Plan. Further, although not completely built-out, other subdivided and improved parcels present a fair degree of certainty on their ultimate development. Other areas are still taking shape. As a result, some areas on the Land Use Plan are demonstrated with harder edges and existing parcel lines; in other areas, such as Harmony Road, they are demonstrated more conceptually.

Using the Land Use Plan

The Land Use Plan was developed through detailed analysis to consider existing land uses and development, while creating a development pattern that seeks to achieve the vision for the community. It follows existing parcel lines to categorize specific land uses. While this gives a very precise designation for individual parcels, it is understood that parcels may be subdivided and assembled over time. As such, the exact boundaries of the land use categories may be subject to modification and should be regularly monitored and re-evaluated as part of the administration and implementation of the Plan. Nevertheless, future land use should be interpreted to follow the boundaries as set forth in the Land Use Plan.

Land Use Transitions

The land use plan provides designations for all areas within the planning area. Although the Plan strives to co-locate compatible uses, there may be areas that have juxtaposed land uses with a range of different intensities. As the Town continues to build out undeveloped areas and redevelop existing parcels, it should ensure future land use impacts to existing residential neighborhoods are mitigated. This includes, but is not limited to, effective use of development buffers, screening, and landscaping.

Furthermore, where buffering and screening does not allow for an effective separation of uses, new development should be of a similar design aesthetic of established neighborhoods to maintain the existing community character. While the scale and bulk of new development may be more intense, it can better blend with adjacent buildings through similar design.

Southeast Area Open Space

The area located at the Town's southeast edge includes a mix of land uses designated both open space and agriculture (SE Area). Given the presence of bluffs that create steep grades and soil conditions susceptible to erosion, the SE Area has relatively low development potential. While these conditions do not preclude future development, the Town should work with property owners to secure conservation easements as well as potentially purchase environmentally sensitive sites within the area to expand open space areas south of the Cache la Poudre River. This not only creates public open space but establishes a development buffer that separates Windsor from Greeley, as well as contributes to the identity of Windsor.

Land Use & Zoning

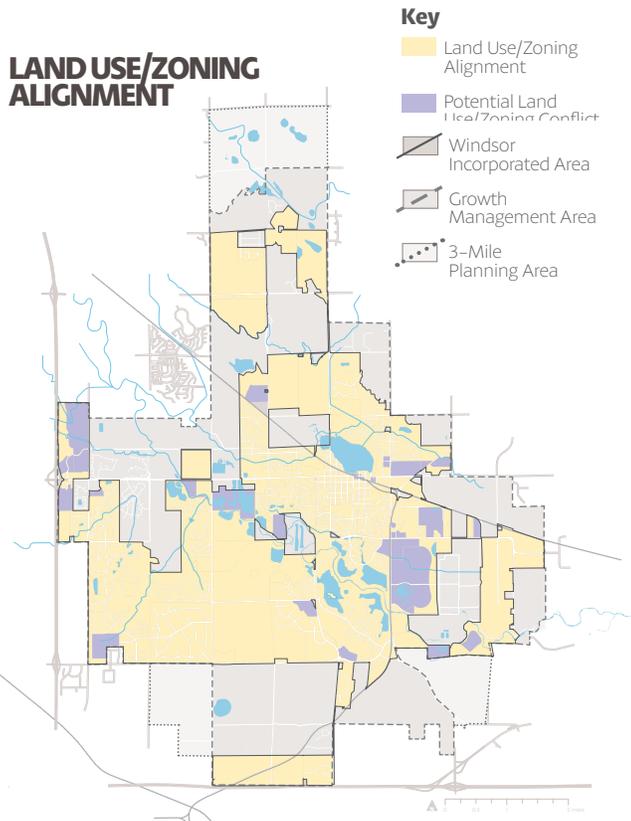
In order for the Land Use Plan to achieve the Windsor vision, it should be reflected in the Zoning Chapter of the Town of Windsor Municipal Code (Chapter 16). The Comprehensive Plan and zoning should work to reinforce one another: the Comprehensive Plan establishes Town policy and the Zoning Code provides its legal framework for future decision-making. A widely accepted planning best practice is that the Zoning Code should be quickly updated to reflect the Comprehensive Plan, and in some states that practice is required by statute. The land use strategies and long-range development vision presented in Windsor's updated Comprehensive Plan triggers certain areas that will require plan and zoning code calibration.

Zoning Code Update

Adoption of the Comprehensive Plan should be followed by an initiative to update of the Town's development codes including zoning regulations, subdivision regulations, and others. Changes to the Town's Zoning Chapter may include the refinement of existing uses to address height, bulk, and intensity standards, as well as permitted uses. Potential amendments may also include the development of new zoning districts, such as an agriculture district, to accommodate existing non-conforming uses. Further, zoning overlay districts that offer greater design specificity and/or development incentives could be targeted for certain areas identified in the Plan. As the vision for the community evolves, the Town should periodically review and update its land use regulations standards to ensure it remains an effective tool to implement the vision outlined in the Comprehensive Plan.

Zoning & Land Use Alignment

As a preliminary step to anticipate potential zoning changes, the types of land uses permitted within the zoning code is compared to the land use plan. Zoning alignment issues not only address differences in land use, but also differences in intensity of land use. For example, areas zoned as general commercial may be better suited as neighborhood commercial to require small lot sizes and development that is more compatible with adjacent residential neighborhoods. The map below outlines zoning areas that are not aligned with the Land Use Plan. This may be due to differences in use, omissions of permitted uses, as well as differences in desired density.



FORM-BASED CODES

Form-based codes are a type of zoning mechanism that prioritizes the physical form of the built environment over land use. It is a tool that can be used to preserve the character of existing communities, ensuring future development aligns with established neighborhoods. It addresses not only the “development envelope” through setbacks and site design, the architecture and building materials of the vertical improvements, and overall aesthetic character of an area, but it also provides a holistic design that guides the right-of-way and public infrastructure too. It regulates both public and private design elements. It can also be used to achieve a desired type of built form, such as a more traditional neighborhood design that promotes specific building design aesthetics, accommodates multimodal activity, and increases predictability for development.

Traditional “Euclidean” zoning seeks to separate land uses to reduce conflict (e.g. ensuring residential homes are not directly next to chemical factory). This type of zoning has become standard, and with it, has separated land uses to such an extent that many residential neighborhoods are sited far distances from local grocery stores and employment centers. Form-based codes seek to create more predictable, walkable neighborhoods that regulate the design of buildings, streets, sidewalks, and landscaping, which in turn, can dictate land use. Unlike a traditional zoning map that emphasizes the geographic location of land use, form-based codes utilize a regulating plan that identifies specific locations where different building form standards apply. Form-based codes can be applied town-wide, within specific areas of a town, or as an overlay that works with existing zoning classifications and land use standards.

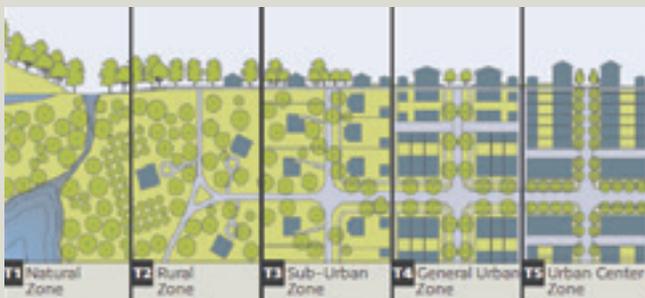
MIXED USE ZONES

Mixed use zones are generally considered to consist of buildings that house commercial uses on the ground floor, with residential uses on the upper floors. This traditional form of mixed use is vertical mixed use and serves as a powerful form of the built environment to foster lively, walkable neighborhoods. However, mixed use zones can also include horizontal mixed use, which can achieve similar goals as vertical mixed use zones.

Horizontal mixed use zones combine several types of single-use buildings within an area of one town block. This approach can be used to transition existing single-use neighborhoods into more diverse land uses as well as avoids financing and coding complexities of traditional vertical mixed use zones. Towns can use a combination of vertical and horizontal mixed use to achieve pedestrian-scaled neighborhoods that allow residents to walk from their place of residence to shops, restaurants, schools, and other community amenities.

TRANSECT ZONES

Transects serve to categorize a range of habitats from dense urban core to natural areas. The most widely used urban-to-rural transect zones were introduced in 2003 by Duany Plater-Zyberk & Company to illustrate scales of density and land use impact. The transect is basis of the SmartCode, which is a model transect-based planning and zoning document. The transect zones, or T-zones, organize land use based on the physical form of the natural environment with each zone reflecting specific density and design characteristics.



SmartCode Version 9.2

Mixed-Use Livability for Windsor: Compatibility, Form, & Connectivity

The Town of Windsor has established a vision and development goals that emphasize multi-modal transportation, active living, and mixed-use development executed in a manner that preserves the community's small town character. This is a delicate balance to strike and it requires a targeted approach for mixed-use development that is most appropriate for Windsor.

For some, mixed-use development means big cities and downtowns, and for others it means the iconic "Main Street form" of 2-3 story buildings strung along gridiron street blocks, with retail fronting the sidewalk and office or residential units upstairs. Although those examples definitely achieve this intended built form, a vertical mixed-use approach alone is likely too limiting for the Town of Windsor.

There are certain areas such as Downtown, the I-25 interchange, and future neighborhood nodes identified in the Land Use Plan, where such multi-story, mixed-use development in a traditional pre-war design makes sense. In fact, in these areas it should be encouraged and even incentivized, and it is an important part of the community's overall vision. However, there are many parts of the existing Town of Windsor, as well as areas projected for future growth, where this development pattern is likely inappropriate for land use and development considerations including, but not limited to, scale, density, proximity, and transition and buffering.

To a certain degree, Windsor's vision will require areas that leverage "horizontal mixed-use" design (see sidebar). The Town features a number of conventional single-family detached subdivisions, some including larger estate lots and clustered orientation around golf courses and natural features, which will likely never be in close proximity to neighborhood retail or employment. In certain areas future residential development will likely feature some of the same design elements and subdivision orientation that does not lend itself to vertical mixed-use development. But a "transect" approach could apply to the long-range build-out of Windsor.

Windsor's citywide urban design could be anchored on three primary nodes of grid street, multi-story development located Downtown, at the I-25 interchange, and the Fairgrounds entertainment district, with decreasing tiers of density and use intensity radiating out from those areas. Certain parts of Town would be low-density, such as estate residential neighborhoods and open space, and represent the opposite end of the transect. This design and development approach could also be used to emphasize the transition from other communities, such as Greeley, into Windsor by promoting low-density uses and open space at the edges of the Town's boundary.



Compatibility

An important part of implementing Windsor's development vision is managing land use adjacency through an approach that promotes compatibility and supports "horizontal mixed-use" design. To a degree, this land use approach is more about promoting the inter-relationship between adjacent land uses and less about buffering, screening, and separating different land uses from each other. The latter approach typically creates saturated land use "silos" or "pods" connected only via arterial roadways, with limited or no connections on local streets for people on bikes or walking, or people making short automobile trips. The contrast is often called traditional neighborhood design (TND) and draws from how neighborhoods and communities were built prior to the mid-20th Century.

Although some homeowners and residential developers prefer not to have any commercial, employment, or public facilities near their houses, ultimately there are community benefits to having housing in proximity to other uses like offices, schools, churches, and grocery stores, for example. Further, this traditional neighborhood design (TND) approach has been generally endorsed in Windsor during the community planning process and has been successfully implemented throughout the Front Range. Therefore a critical zoning and urban design challenge is creating a form-based environment that promotes strategic land use adjacency and compatibility while still maintaining a high residential quality-of-life. Windsor's existing urban form and projected growth areas position the Town well to achieve this goal.

The Future Land Use Map and Land Use Plan identify neighborhood commercial nodes, parks and open spaces, and community facilities in a manner that supports the distribution of these uses throughout Town. This approach creates the foundation to pursue compatibility between land uses through future Zoning Code revisions and form-based regulations. A transect-styled form-based zoning code could further this land use approach.

However, the Town must also address how land uses in close proximity are positioned as an asset—a local neighborhood business district and branch library location near a residential subdivision—rather than separate areas that must be robustly buffered from each other. This is partly achieved through urban design as well as citywide land use planning. Compatibility gets at making "horizontal mixed uses" more integrated together and strengthening these relationships, and less about addressing how to make them coexist in separate "silos."

There are two critical ways to emphasize land use compatibility: regulating urban design and built-form, and investing in connectivity through multi-modal infrastructure.

Form

Form governs the design and orientation of not only future development but also the public infrastructure that serves those sites. While the Town of Windsor has not historically delved into urban design at this level of detail, it is an important policy direction going forward to see its community vision materialize. While some municipalities have thrown out their old zoning codes and adopted entirely form-based regulations to govern land use development in their communities, that approach is challenging and likely inappropriate in Windsor. However, a hybrid approach of adopting form-based regulations in targeted areas may work for Windsor.

The Town of Windsor needs to identify the types of built-form and urban design standards appropriate for the wide variety of existing development and extrapolate the desired elements into an adopted code to guide future construction. Form-based regulations and an application of a density transect approach will need to be customized to Windsor specifically. This will include providing urban design criteria not just for multi-story, mixed-use infill projects Downtown, but also for retail strip centers and single-family detached neighborhoods throughout the community. Further, it must also guide how adjacent land uses should transition and inter-relate between each other.

One important technique to evaluate is establishing a general form-based set of standards that offer more flexibility throughout the Town, and then target specificity through the use of overlay districts. In certain areas, such as primarily residential neighborhoods, Town officials may focus more on use type and less on precise urban design criteria, whereas in other parts of Windsor, such as the I-25 interchange district, the specific land use may be less important than the built-form. Overlay districts can be an effective tool to create a dynamic, hybrid zoning code.

Connectivity

Although virtually every property is connected in Windsor through the use of the automobile, the comprehensive planning process has endorsed investing in multi-modal options, primarily walking and bicycling as critical alternatives. This community desire aligns well with elevating the importance of urban design and integrated land uses as the Town considers zoning code revisions. Multi-modal connectivity between neighborhoods and parts of Town is fundamental to promoting many of Windsor's development goals.

Strategies such as complete streets, which reposition existing right-of-way and public infrastructure found between "curb to curb," is an important policy element and is addressed in detail in Chapter 6: Transportation & Mobility. Further, Windsor's trail and sidewalk network is detailed in that chapter and critical gaps and potential extensions are identified. Windsor cannot focus squarely on the private property and architectural aspects of developing a community rooted in livable, traditional neighborhoods but must also address its public transportation infrastructure.

These transportation policy approaches culminate in creating a community designed around integrated areas where people can drive, walk, or ride from their homes to a wide variety of districts and neighborhoods for work, school, daily needs, or recreation. However, they still can quickly and efficiently access the greater Northern Colorado region via automobile. This transportation design needs to be retrofitted in existing areas and expanded as part of future development and new construction. The Town's zoning code and development regulations can address future private development while its budget, Capital Improvement Plan, and infrastructure programming can begin to invest in existing areas. Regardless of the implementation strategy, investing in improved multi-modal connectivity is a critical element to this design and development approach.

The Importance of Transit and Transit-Oriented Development (TOD)

The Town of Windsor does not currently have transit service and transit options in Northern Colorado are, in general, less robust and frequent than systems found in other metropolitan areas. Ultimately establishing and expanding well-designed transit service in Windsor, and throughout the greater Fort Collins area, is critical to achieving many of the Town's urban design, land use development, and multi-modal transportation goals.

The Comprehensive Plan identifies the I-25 interchange and Downtown as key areas of density, employment, commercial activity, and a mix of land uses that may support transit ridership in the future. Other areas, such as the Great Western Industrial Park and the future Fairgrounds entertainment district, may emerge as critical transit destinations. The Town needs to address long-range transit service planning from a public program and community facility standpoint. Ultimately this is a regional transportation policy, but it carries implications for local land use planning in Windsor. The most immediate implication is guiding development to anticipate transit-oriented development (TOD).

Windsor will continue to grow rapidly and although there is not transit service in place today, it does not preclude the Town from anticipating transit service in the future. The most effective approach at this time would be using a zoning overlay that implements the principals of TOD in targeted areas such as the I-25 interchange and Downtown. Such overlay districts can provide development incentives and bonuses to encourage certain transit-supportive features like stations and bicycle racks to be included in new construction; these components can be built later as transit service is introduced, or as the area meets density and ridership targets, so the retrofitting aspect has been most efficiently planned and designed from the beginning. Further, the Town may want to consider promoting and incentivizing or requiring additional employment and residential density in TOD overlay areas to help support transit service demand in the interim.



MEMORANDUM

Date: February 22, 2016
To: Mayor and Town Board
From: Kelly Arnold, Town Manager
Re: Resolution Accepting Weld County IGA for Traffic Signal funding
Item #: C.3.

Background / Discussion:

The Town of Windsor will be installing a new traffic signal on Crossroads and County-line road later this year. During 2015 the Town Board communicated to both Larimer County and Weld County interest in having these jurisdictions participate in the funding of the signal since both unincorporated Larimer County and Weld County are adjacent to the signal.

Staff followed up with the communication and Larimer County has agreed to participate up to \$100,000 for the funding of the signal in exchange of maintaining a section of Crossroads west of the intersection. The Town Board accepted this proposal and has entered into an agreement with Larimer County.

Mayor Vazquez then made a written request to Weld County Commissioners for \$50,000 in exchange of maintenance of a small section of Crossroads east of this intersection. This week we received a letter and draft Intergovernmental Agreement (IGA) from Weld County Commissioners. The IGA is for \$10,000 for participation in the traffic signal in exchange of maintenance of Crossroads.

Since Mayor Vazquez has sent the request letter, the LaBue annexation paperwork has been submitted and reviewed. The proposed annexation includes most of the proposed section of Crossroads. As a result, when the LaBue annexation is accepted this section of Crossroads will be in Windsor so maintenance of this section of road is probably going to occur sometime in the relatively near future.

Town Attorney McCargar has reviewed the proposed IGA and it is acceptable.

Recommendation:

The resolution incorporates staff's recommendation of accepting the Weld County IGA. If the Town Board finds terms of the IGA acceptable, the approval is appropriate.

If terms of the IGA are not suitable, the Town Board should determine if another term is more suitable or do not accept the IGA and consider this effort completed.

Attachments:

- Letter of Request by Mayor Vazquez
- Letter from Weld County Commission Chair Freeman

- Resolution No. 2016-12 - A Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement with the Weld County Board of County Commissioners for Funding of Improvements to Weld County Road 62 Adjacent to the Town of Windsor, Colorado
- Draft IGA w/ Weld County



January 20, 2016

Mr. Mike Freeman
Weld County Commissioner Chair
P.O. Box 758
Greeley, CO 80632

Ms. Elizabeth Relford
Weld County Transportation Manager
P.O. Box 758
Greeley, CO 80632

Re: Traffic Signal @ WCR 13 and Crossroads

Dear Mike and Elizabeth,

During our 2015 joint work sessions with Weld County Commissioners and Larimer County Commissioners, the Town of Windsor discussed that a new traffic signal was under design and would be constructed in 2016 at the location of WCR 13 and Crossroads Blvd. Windsor staff followed up the discussion with inquiries to Weld and Larimer County staff on assessing the interest in funding proportional shares of the construction of the new traffic signal since the signal is in unincorporated Larimer and Weld County and in Windsor. The interest was brought forth because of the mutual interest by all the three agencies in providing for a safe Crossroads.

Larimer County expressed interest and as a result an Intergovernmental Agreement (IGA) was approved by both Larimer County and Windsor. Larimer County has agreed to fund up to \$100,000 of the \$300,000 construction project and in return Windsor will provide maintenance for a portion of Crossroads that is located in Larimer County and is west of WCR 13.

Informal responses from Weld County was that Weld County would only participate if an Energy Impact Grant was pursued. Windsor has chosen not to seek this grant. But Windsor would be interested in pursuing a similar IGA or arrangement with Weld County for maintenance of a portion of the Weld County maintained Crossroads in exchange for signal funding.

Enclosed is a map of Crossroads and the responsible agencies for maintenance. The map reflects that Weld County maintains a section east of WCR 15. We are offering to maintain this portion of Crossroads in exchange for \$50,000 towards the construction of the traffic signal.

This proposal puts all of Crossroads under Windsor's responsibilities for maintenance. In return, Weld County participates with \$50,000 funding when the signal is operational (late Summer, 2016).

Also enclosed are the IGA's with Larimer County for your review. I look forward to your response. We are nearing completion of design so your attention to this request would be appreciated.

Please contact me or Kelly Arnold, Windsor Town Manager if you have any questions.

Sincerely,

Mayor John Vazquez

Cc: Weld County Commissioners w/ map

TOWN OF WINDSOR

RESOLUTION NO. 2016-04

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE LARIMER COUNTY BOARD OF COUNTY COMMISSIONERS FOR ONGOING MAINTENANCE OF CROSSROADS BOULEVARD IN THE VICINITY OF COUNTY LINE ROAD

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

WHEREAS, the Town has a long history of cooperation with Larimer County and its Board of County Commissioners ("County"); and

WHEREAS, the vicinity of Crossroads Boulevard and County Line Road (also known as Weld County Road 13/Larimer County Road 1) ("Intersection Vicinity") has seen a significant increase in traffic volume, such that the Town and the County have agreed to finance the cost of intersection signal improvements necessary to protect the public health, safety and welfare; and

WHEREAS, in consideration of the County's contribution to the costs of the intersection traffic signal improvements, the Town has proposed that the Town assume maintenance responsibility for that portion of Crossroads Boulevard in the Intersection Vicinity, the specific area of which has been identified by the Town and the County; and

WHEREAS, in order to memorialize the understandings of the Town and the County with respect to ongoing maintenance of Crossroads Boulevard in the Intersection Vicinity, the parties have negotiated the attached Intergovernmental Agreement for Maintenance of Public Roadway ("IGA"), the terms of which are incorporated herein by this reference as if set forth fully; and

WHEREAS, the County has approved the IGA through formal action of its Board of County Commissioners; and

WHEREAS, the Town Board finds that the IGA promotes the public health, safety and welfare, and wishes to formally approve it for execution by the Mayor.

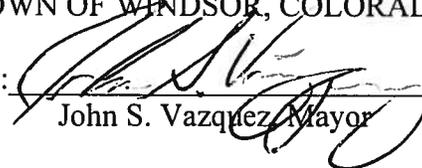
NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The attached Intergovernmental Agreement for Maintenance of Public Roadway ("IGA") is hereby approved.
2. The Town Manager is hereby authorized to execute the attached IGA on behalf of the Town.

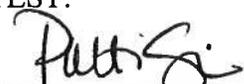
3. The Town Attorney is authorized to make such revisions or modifications to the IGA as are necessary to assure the public interest.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2016.

TOWN OF WINDSOR, COLORADO

By: 
John S. Vazquez, Mayor

ATTEST:


Patti Garcia, Town Clerk



**INTERGOVERNMENTAL AGREEMENT
FOR
MAINTENANCE OF PUBLIC ROADWAY**

This Agreement dated January 11, 2016 is entered into by and between THE TOWN OF WINDSOR, a Colorado home rule municipal corporation ("Town") and the BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF LARIMER ("County").

RECITALS

1. Portions of the Town's corporate limits extend into eastern Larimer County; and
2. Crossroads Boulevard (Larimer County Road 26) is an important roadway, the use of which is increasing as population continues to grow in the area; and
3. That part of Crossroads Boulevard between Larimer County Road 3 and County Line Road (Larimer County Road 1) ("Crossroads Segment") is located in unincorporated Larimer County and is currently maintained by Larimer County; and
4. The parties have recently entered into an Intergovernmental Agreement pursuant to which the Town will design and make certain traffic control improvements to the intersection of Larimer County Road 1 and Crossroads Boulevard in a manner acceptable to the County ("Intersection Improvements"); and
5. In consideration of the County's contribution to the cost of construction of the Intersection Improvements and based on the availability and proximity to the intersection of the Town's road maintenance staff and resources, the parties have determined that responsibility for ongoing maintenance of the Crossroads Segment should be undertaken by the Town.
6. The parties desire to set forth herein their understandings regarding ongoing maintenance of the Crossroads Segment.
7. The Colorado Local Government Land Use Control Enabling Act, § 29-20-101, *et. seq.*, authorizes local governments to enter into agreements for the provision of services and governmental functions otherwise reserved to each party by law.

NOW, THEREFORE, the parties agree as follows:

1. The Town shall maintain the Crossroads Segment, consisting of the roadway, shoulders and abutting stormwater drainage facilities. Maintenance shall include but not be limited to all routine surface and pothole repairs, overlay, reconstruction, temporary full-depth patches, expansion bump removal on bituminous surfaces, crack and joint sealing, striping, cleaning and litter pickup, snow and ice control, sweeping, traffic control devices, appurtenances and traffic control signage maintenance and maintenance services currently being performed by the County.

2. The County shall bear no expense associated with the maintenance responsibility undertaken by the Town pursuant to this Agreement. All maintenance costs incurred by the Town under this Agreement shall be its sole responsibility, without recourse to the County.
3. The Town shall issue all required utility permits for the Crossroads Segment. The County shall issue all other permits, including access permits.
4. All work within the Crossroads Segment being performed by the Town shall be undertaken consistent with commonly accepted local industry standards and the most-current edition of the Manual on Uniform Traffic Control Devices. Each party shall maintain adequate automobile, workers compensation and liability insurance with respect to any Town or County employees performing work within the Crossroads Segment. Each party will promptly notify the other of any claims, notice of which is received by either party. Neither party will look to the other for indemnification for any claims arising out the allocation of authority pursuant to this Agreement.
5. This Agreement shall be of indefinite duration. However, the parties may mutually agree in writing to terminate this Agreement. Upon termination, all maintenance responsibility for the Crossroads Segment shall be the responsibility of the County, and the Town shall be released from any further responsibility.
6. Should any dispute arise with respect to the parties' rights and obligations hereunder, the parties will first refer the matter to alternative dispute resolution, the cost of which shall be borne in equal shares. The specific method of alternative dispute resolution shall be subject to further discussion, taking into account the nature of the controversy, the amount in dispute, and long history of cooperation enjoyed by the parties. Each party shall bear its own attorney fees and costs in the event of a dispute.
7. The financial undertakings of the parties herein are and shall be subject to appropriation. Nothing herein shall be deemed a multiple fiscal-year obligation of either party.
8. Nothing herein shall be deemed a waiver or modification of any immunity enjoyed by either party under the Colorado Governmental Immunity Act or at common law.
9. This Agreement shall benefit only the signatories hereto. There are no third party beneficiaries intended.
10. This Agreement may be executed in counterparts which, when assembled, shall be deemed a completed agreement.

TOWN OF WINDSOR

[Signature]
Kelly E. Arnold, Town Manager

ATTEST:

[Signature]
Patti Garcia, Town Clerk



BOARD OF COUNTY COMMISSIONERS OF
LARIMER COUNTY, COLORADO

By: [Signature] 12/29/15

Title: Chair

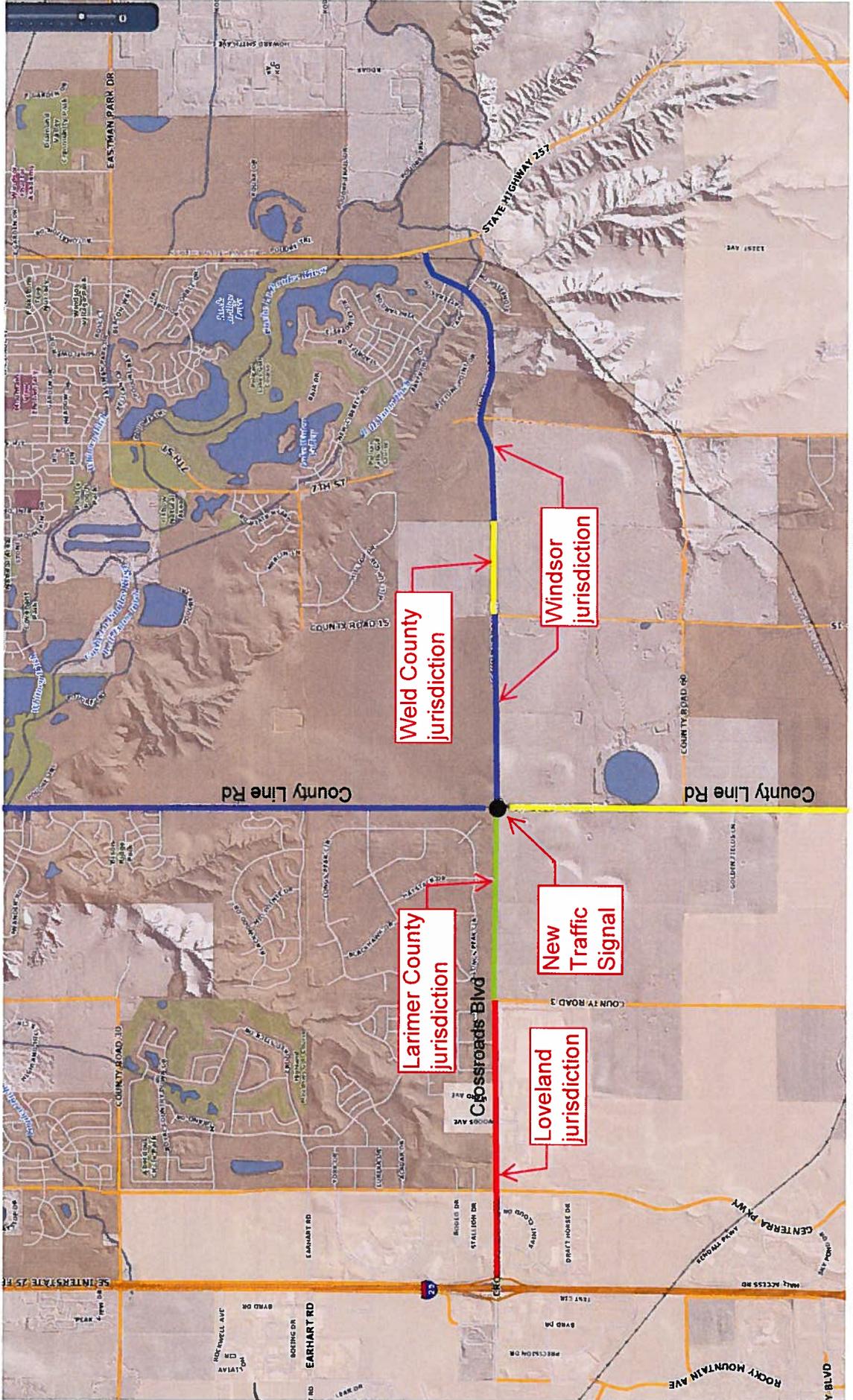
ATTEST:

[Signature]



DATE: 12.23.15
APPROVED AS TO FORM:
[Signature]
COUNTY ATTORNEY

Crossroads Boulevard



TOWN OF WINDSOR

RESOLUTION NO. 2016-05

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE LARIMER COUNTY BOARD OF COUNTY COMMISSIONERS FOR FINANCING OF TRAFFIC CONTROL IMPROVEMENTS TO THE INTERSECTION OF CROSSROADS BOULEVARD AND COUNTY LINE ROAD

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

WHEREAS, the Town has a long history of cooperation with Larimer County and its Board of County Commissioners (“County”); and

WHEREAS, the intersection of Crossroads Boulevard and County Line Road (also known as Weld County Road 13/Larimer County Road 1) (“Intersection”) has seen a significant increase in traffic volume, such that signal improvements are necessary to protect the public health, safety and welfare; and

WHEREAS, the Town has presented to the County a plan for traffic signal improvements to the Intersection, which plans have been approved by the County; and

WHEREAS, in consideration of the benefits to County residents and businesses, the County has offered to contribute a sum certain (“Contribution”) to the cost of the traffic signal improvements; and

WHEREAS, in order to memorialize the understandings of the Town and the County with respect to disposition of the County’s Contribution, the parties have negotiated the attached Intergovernmental Agreement for Financing of Intersection Traffic Control Improvements (“IGA”), the terms of which are incorporated herein by this reference as if set forth fully; and

WHEREAS, the County has approved the IGA through formal action of its Board of County Commissioners; and

WHEREAS, the Town Board finds that the IGA promotes the public health, safety and welfare, and wishes to formally approve it for execution by the Mayor.

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

1. The attached Intergovernmental Agreement for Financing of Intersection Traffic Control Improvements (“IGA”) is hereby approved.

2. The Town Manager is hereby authorized to execute the attached IGA on behalf of the Town.
3. The Town Attorney is authorized to make such revisions or modifications to the IGA as are necessary to assure the public interest.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2016.

TOWN OF WINDSOR, COLORADO

By: _____

John S. Vazquez, Mayor



ATTEST:

Patti Garcia
Patti Garcia, Town Clerk

INTERGOVERNMENTAL AGREEMENT
FOR
FINANCING OF INTERSECTION TRAFFIC CONTROL IMPROVEMENTS

THIS INTERGOVERNMENTAL AGREEMENT for Financing of Intersection Traffic Control Improvements is entered into this 11th day of January, 2016 by and between THE TOWN OF WINDSOR, a Colorado home rule municipal corporation (“Town”) and BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF LARIMER (“County”).

RECITALS

1. Portions of the intersection (“Intersection”) of Larimer County Road 1 (“County Line Road”) and Crossroads Boulevard (“Crossroads”) lie within the Town’s corporate limits and the County’s eastern-most boundary.
2. The Intersection has experienced an increase in traffic, due largely to development occurring in the vicinity.
3. The parties have cooperated in studying the need for traffic control improvements for the Intersection, and agree that a traffic signal is appropriate for the protection of the public health, safety and welfare.
4. The Town is prepared to undertake design and construction of traffic control improvements to the Intersection, including a traffic light and related facilities, the cost of which is expected to exceed Two Hundred Forty Thousand Dollars (\$240,000.00).
5. The County is prepared to contribute funding at a fixed level in support of the Town’s design and construction efforts.
6. The Colorado Local Government Land Use Control Enabling Act, § 29-20-101, *et. seq.*, authorizes local governments to enter into agreements for the provision of services and governmental functions otherwise reserved to each party by law.
7. The parties desire to memorialize their understandings with respect to their respective undertakings as set forth herein.

NOW, THEREFORE, the parties agree as follows:

1. The Town will undertake design and construction of traffic control improvements to the Intersection, and will complete the improvements during calendar year 2016.
2. Except for the County’s contribution as set forth below, the Town will bear all expense associated with design and construction of the traffic control improvements to the Intersection.

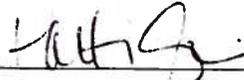
3. Upon completion of the improvements, the County will contribute one-third (1/3) of the cost to build the signal, not to exceed One-Hundred Thousand Dollars (\$100,000.00) to the Town, which the Town will apply to its costs of design and construction.
4. The County's contribution will be tendered as soon as administratively practicable, but in no event later than thirty (30) days following notification by the Town that the Intersection improvements have been completed.
5. The County's contribution as set forth herein shall serve as the County's only expense associated with the design, construction, operation, repair, replacement and maintenance of the traffic control improvements installed by the Town pursuant to this Agreement. The County shall bear no expense, other than that set forth herein, with respect to the traffic control improvements to the Intersection.
6. This Agreement shall terminate upon tender by the County of its contribution as set forth above.
7. Should any dispute arise with respect to the parties' rights and obligations hereunder, the parties will first refer the matter to alternative dispute resolution, the cost of which shall be borne in equal shares. The specific method of alternative dispute resolution shall be subject to further discussion, taking into account the nature of the controversy, the amount in dispute, and long history of cooperation enjoyed by the parties. Each party shall bear its own attorney fees and costs in the event of a dispute.
8. The financial undertakings of the parties herein are and shall be subject to appropriation. Nothing herein shall be deemed a multiple fiscal-year obligation of either party.
9. Nothing herein shall be deemed a waiver or modification of any immunity enjoyed by either party under the Colorado Governmental Immunity Act or at common law.
10. This Agreement shall benefit only the signatories hereto. There are no third party beneficiaries intended.
11. This Agreement may be executed in counterparts.

TOWN OF WINDSOR



Kelly E. Arnold, Town Manager

ATTEST:



Patti Garcia, Town Clerk



BOARD OF COUNTY COMMISSIONERS OF
LARIMER COUNTY, COLORADO

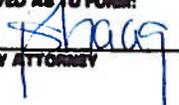
By: 

Title: Chair

ATTEST:



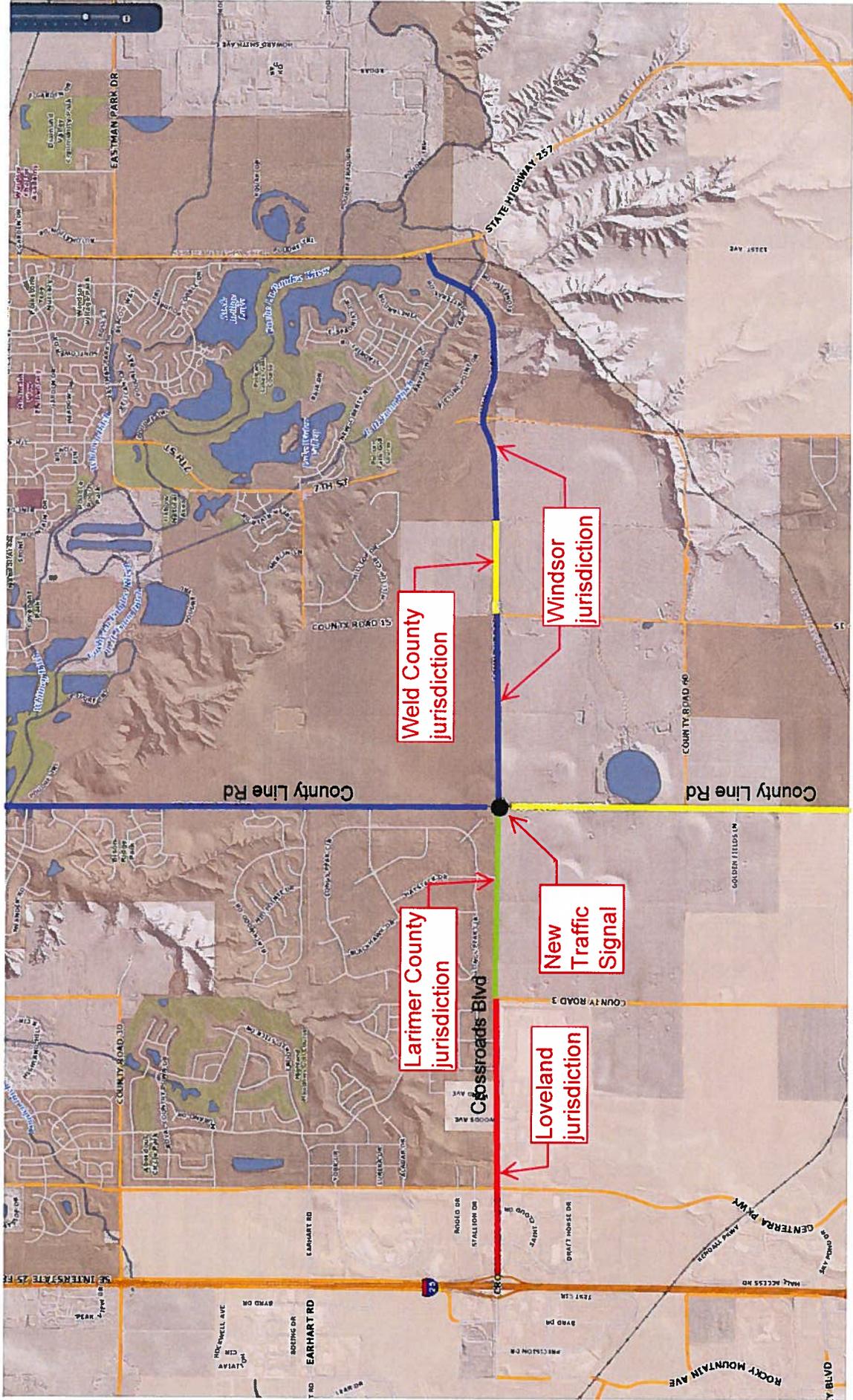


DATE: 12.23.15
APPROVED AS TO FORM:


COUNTY ATTORNEY

INTERGOVERNMENTAL AGREEMENT
FOR
FINANCING OF INTERSECTION TRAFFIC CONTROL IMPROVEMENTS

Crossroads Boulevard





OFFICE OF BOARD OF COMMISSIONERS

PHONE: 970-336-7204

FAX: 970-352-0242

1150 O STREET

P.O. BOX 758

GREELEY, COLORADO 80632

February 8, 2016

Mayor John Vazquez
Town of Windsor
301 Walnut Street
Windsor, CO 80550

RE: Traffic Signal at WCR 13

Dear Mayor Vazquez:

The Board of Weld County Commissioners received your letter dated January 20, 2016. We would like to provide the same offer to Windsor that the Board has offered other municipalities with similar requests. Weld County is happy to contribute \$10,000 towards improvements on WCR 62.

Weld County has provided a draft Intergovernmental Agreement (IGA) regarding the proposal. Please review and let us know what comments you have.

Very truly yours,

A handwritten signature in black ink that reads 'Mike Freeman'. The signature is written in a cursive style with a long horizontal line extending to the right.

Mike Freeman, Chair
Board of County Commissioners

TOWN OF WINDSOR

RESOLUTION NO. 2016-12

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE WELD COUNTY BOARD OF COUNTY COMMISSIONERS FOR FUNDING OF IMPROVEMENTS TO WELD COUNTY ROAD 62 ADJACENT TO THE TOWN OF WINDSOR, COLORADO

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

WHEREAS, the Town has a long history of cooperation with Weld County and its Board of County Commissioners (“County”); and

WHEREAS, intergovernmental agreements (IGAs) are authorized by the Colorado Constitution Article XIV, §18(2)(a) and §29-1-203 of the Colorado Revised Statutes.

WHEREAS, that portion of WCR 62 between WCR 15 and WCR 17 is presently in unincorporated Weld County; and

WHEREAS, the County has presented an offer, which will allow the Town to own and maintain a portion of Crossroads Boulevard (“Crossroads”) that is currently in unincorporated Weld County; and

WHEREAS, acceptance of the County’s offer will enable the Town to exercise control over and maintenance of Crossroads from Highway 257 to Larimer County Road 3; and

WHEREAS, the County has presented an IGA to the Town proposing the Town to undertake annexation, and thereafter assume ownership and maintenance responsibility of the unincorporated portion of Crossroads between WCR 15 and WCR 17, in consideration of payment of the sum of \$10,000 from the County to the Town; and

WHEREAS, in order to memorialize the understandings of the Town and the County with respect to disposition of the County’s Contribution, the parties have negotiated the attached Intergovernmental Agreement (“IGA”), the terms of which are incorporated herein by this reference as if set forth fully; and

WHEREAS, the Town Board finds that the IGA promotes the public health, safety and welfare, and wishes to formally approve it for execution by the Mayor.

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

1. The attached Intergovernmental Agreement for the Improvement of WCR 62 Adjacent to the Town of Windsor, Colorado (“IGA”) is hereby approved.
2. The Mayor is hereby authorized to execute the attached IGA on behalf of the Town.
3. The Town Attorney is authorized to make such revisions or modifications to the IGA as are necessary to assure the public interest.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 22nd day of February, 2016.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

INTERGOVERNMENTAL AGREEMENT FOR THE IMPROVEMENT OF WCR 62
ADJACENT TO THE TOWN OF WINDSOR, COLORADO

THIS AGREEMENT is entered into this ____ day of _____, 2016, by and between the Town of Windsor, a municipal corporation of the State of Colorado, whose address is 301 Walnut Street, Windsor, Colorado 80550, hereinafter referred to as “Town;” the County of Weld, a political subdivision of the State of Colorado, by and through the Board of County Commissioners of the County of Weld, whose address is 1150 O Street, PO Box 758, Greeley, Colorado 80632, hereinafter referred to as “County.”

WITNESSETH:

WHEREAS, Town and County agree there exists a need for improvements to Weld County Road 62 (also known as “Crossroads Blvd”), and

WHEREAS, Town desires to maintain that portion of WCR 62 east of WCR 15 and west of WCR 17 that is in unincorporated Weld County, upon payment of the sum of \$10,000 from County to Town to pay for improvements for said stretch of WCR 62, and

WHEREAS, Town agrees to annex and accept said ownership and maintenance responsibilities upon completion of the improvements contemplated herein and upon execution of the quit claim deed for said road by County, and

WHEREAS, such Agreements are authorized by C.R.S. § 29-1-203 and Colorado Constitution Article XIV, § 18(2)(a).

NOW, THEREFORE, in consideration of the mutual promises and covenants stated herein, the parties hereto agree as follows:

1. TERM:

The term of this Agreement shall be from the date written above to and until such time as: a) the improvement project is completed, and b) the Town fulfills its obligations to annex the road and assume ownership and maintenance responsibilities.

2. COUNTY AGREES:

- a. To pay to Town the sum of \$10,000 to be used for the purpose of improving WCR 62. Said sum shall be paid to Town upon County receiving the recorded annexation plat map that Town has annexed the unincorporated portion of WCR 62.

- b. To participate with Town in petitioning for annexation of that stretch of unincorporated WCR 62 east of WCR 15 for approximately one-half mile to be annexed by Town.
- c. To vacate that stretch of WCR 62 east of WCR 15 for approximately one-half mile that is in unincorporated Weld County.

3. TOWN AGREES:

- a. To annex the unincorporated portion of WCR 62, east of WCR 15 for approximately one-half mile and to accept and segregate the \$10,000 paid by County, as set forth above, and to be used for improvements to WCR 62.

5. SEVERABILITY:

If any term or condition of this Agreement shall be held to be invalid, illegal, or unenforceable, this Agreement shall be construed and enforced without such provision to the extent that this Agreement is then capable of execution within the original intent of the parties hereto.

6. NO THIRD PARTY BENEFICIARY ENFORCEMENT:

It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned parties that any entity other than the undersigned parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.

7. MODIFICATION AND BREACH:

This Agreement contains the entire agreement and understanding between the parties to this Agreement and supersedes any other agreements concerning the subject matter of this transaction, whether oral or written. No modification, amendment, novation, renewal, or other alteration of or to this Agreement shall be deemed valid or of any force or effect whatsoever, unless mutually agreed upon in writing by the undersigned parties. No breach of any term, provision, or clause of this Agreement shall be deemed waived or excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party hereto, or waiver of, a breach by any other party, whether express or implied, shall not constitute a consent to, waiver of, or excuse

for any other different or subsequent breach.

IN WITNESS WHEREOF, the parties hereto have signed this Amendment this ____ day of _____, 2016.

ATTEST:
Weld County Clerk to the Board

COUNTY OF WELD, a political
subdivision of the State of Colorado

By: _____
Deputy Clerk to the Board

By: _____
Mike Freeman, Chair
Board of County Commissioners
of the County of Weld

ATTEST:

TOWN OF WINDSOR, a municipal
corporation of the State of Colorado

By: _____
Patti Garcia, Town Clerk

By: _____
John Vazquez, Mayor



MEMORANDUM

Date: February 22, 2016
To: Mayor and Town Board
From: Kelly Arnold, Town Manager and Scott Ballstadt, Planning Director
Re: Weld County Design Standards Response
Item #: C.4.

Purpose:

The purpose of this agenda item is to report on the Weld County proposed design standard response and develop next steps, if any from the Town.

Background:

In 2015, the Town of Windsor and Weld County entered into a Coordinated Planning Agreement (CPA) to assist in the notification, possible annexation, and development of projects in the Windsor Growth Management Area that will be in unincorporated Weld County. One of the items in the CPA was the intent to develop agreed to Design Standards that could be used for development covered by the CPA. When both Town Board and Weld County Commissioners agreed to the CPA, a pledge was made to attempt to develop and adopt mutually agreeable design standards by the end of 2015.

The Town Board considered and forwarded to Weld County proposed design standards in November. The design standards were reduced from normal Town standards due to the consideration of County development.

Sometime in January, the Weld County Commissioners developed a response to the Town Board's proposal and directed Weld County Planning Director to send their proposal. According to Planning Director Tom Parko, the Commissioners response is similar to the current County standards.

Review of CPA and Weld County Response:

Section 5 of the CPA states, "MUNICIPALITY and COUNTY shall, within one (1) year of the effective date of this CPA, attempt to agree to establish common development standards within designated areas, which may include areas within MUNICIPALITY's boundaries and/or within the THREE (3) MILE AREA." Windsor Resolution No. 2015-55 further stated, "The Town Manager and staff are hereby directed to work cooperatively with County representatives to arrive at an agreed set of common development standards in accordance with Section 5 of the said Agreement by the conclusion of calendar year 2015."

Based on this direction, Windsor and Weld County staff exchanged an initial draft of the development standards and met to review in August 2015. Weld County staff provided feedback based upon past Weld County land use decisions and Windsor staff revised the standards to simplify them in an attempt to make them more agreeable. Following a second meeting with Weld County, Windsor staff presented the revised standards to Town Board on

October 26, 2015 (memo attached). Based upon Town Board direction, staff subsequently forwarded those standards to Weld County for consideration by the Board of County Commissioners.

According to Weld County, both the early and final draft versions of the standards were circulated to the Commissioners and their response was to essentially utilize language in the Weld County Code instead. The Commissioners have concerns with requirements specific to paving of parking, landscaping and screening and they prefer to rely on the Weld County Code site lighting requirements. Attached is a copy of the early discussion draft that was redlined by Weld County to serve as proposed development standards.

Options and Recommendation:

There are a few options:

- A) If the Town Board finds that the Weld County proposal is acceptable, then direct staff to generate the mechanism for adoption inclusion to the CPA to bring back to the Town Board for consideration.
- B) Schedule additional Town Board time to discuss in more detail the proposed standards.
- C) Request a meeting with Weld County Commissioner Julie Cozad and Planning Director Tom Parko to discuss the proposals. Commissioner Cozad is the Commissioner liaison for Planning. Up to two Town Board members along with Scott Ballstadt attend the meeting.

It is staff's recommendation that a request for a meeting be made to discuss the standards. This will keep the discussion progressing to see if there is a more mutual common ground with both proposals that could be reached.

Attachments: Resolution No. 2015-55
Windsor – Weld County Coordinated Planning Agreement
10/26/15 memo re Windsor proposed development standards
Weld County proposed development standards (redlines)

TOWN OF WINDSOR

RESOLUTION NO. 2015-55

A RESOLUTION APPROVING A COORDINATED LAND USE PLANNING AGREEMENT BETWEEN THE TOWN OF WINDSOR AND THE COUNTY OF WELD, AND DIRECTING THE ESTABLISHMENT OF COMMON DEVELOPMENT STANDARDS IN ACCORDANCE THEREWITH

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

WHEREAS, the Town has in place a comprehensive set of regulations governing land use activity within the Town, which includes various intergovernmental agreements necessary for coordination with neighboring jurisdictions; and

WHEREAS, the Town’s Growth Management Area (“GMA”) includes unincorporated portions of Weld County; and

WHEREAS, other municipalities in Weld County have entered into a standardized form of coordinated planning agreements, under which the municipalities and Weld County operate when development is proposed in unincorporated areas in the vicinity of the municipalities; and

WHEREAS, the Town has entered into a series of negotiations with Weld County to arrive at a format for a coordinated planning agreement acceptable to the parties; and

WHEREAS, attached hereto and incorporated herein by this reference is an unexecuted copy of the Coordinated Planning Agreement (“CPA”) which has been negotiated by representatives of the Town and Weld County; and

WHEREAS, the CPA contains reasonable terms governing the manner in which development proposals in the Town’s Weld County GMA will be circulated, addressed and approved; and

WHEREAS, the Town Board has reviewed the CPA, and has concluded that its terms promote the public health, safety and welfare.

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

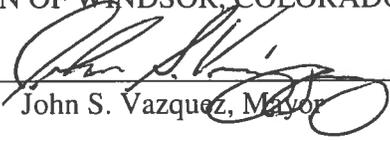
1. The attached Coordinated Planning Agreement between the Town of Windsor and County of Weld is hereby approved.
2. The Mayor is hereby authorized to execute the said Agreement on the Town’s behalf.

3. The Town Manager and staff are hereby directed to work cooperatively with County representatives to arrive at an agreed set of common development standards in accordance with Section 5 of the said Agreement by the conclusion of calendar year 2015.

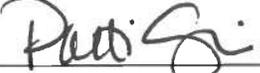
Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By: _____


John S. Vazquez, Mayor

ATTEST:



Patti Garcia, Town Clerk



**WELD COUNTY
CODE ORDINANCE 2015-15**

**IN THE MATTER OF REPEALING AND REENACTING, WITH AMENDMENTS, CHAPTER 19
COORDINATED PLANNING AGREEMENTS, OF THE WELD COUNTY CODE**

**BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF
WELD, STATE OF COLORADO:**

WHEREAS, the Board of County Commissioners of the County of Weld, State of Colorado, pursuant to Colorado statute and the Weld County Home Rule Charter, is vested with the authority of administering the affairs of Weld County, Colorado, and

WHEREAS, the Board of County Commissioners, on December 28, 2000, adopted Weld County Code Ordinance 2000-1, enacting a comprehensive Code for the County of Weld, including the codification of all previously adopted ordinances of a general and permanent nature enacted on or before said date of adoption, and

WHEREAS, the Weld County Code is in need of revision and clarification with regard to procedures, terms, and requirements therein.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of the County of Weld, State of Colorado, that certain existing Chapters of the Weld County Code be, and hereby are, repealed and re-enacted, with amendments, and the various Chapters are revised to read as follows.

**CHAPTER 19
COORDINATED PLANNING AGREEMENTS**

**ARTICLE VI
Windsor Plan**

Sec. 19-6-10. Introduction.

This Coordinated Planning Agreement ("CPA") is made and entered into effective as of the 2nd day of November, 2015, A.D., between the Board of County Commissioners of the County of Weld, State of Colorado, whose address is 1150 O Street, Greeley, CO 80631, hereinafter called the "COUNTY," and the Town of Windsor, a Colorado municipal corporation, whose address is 301 Walnut Street, Windsor, CO 80550, hereinafter called the "MUNICIPALITY." The COUNTY and MUNICIPALITY are hereinafter sometimes referred to individually as "party" and collectively as "the parties."

Sec. 19-6-20. Recitals.

A. The COUNTY exercises governmental authority regulating land use, growth and development within the unincorporated areas of Weld County, Colorado, which areas include lands surrounding the MUNICIPALITY; and

PAGE 1

*cc: FI; Acct; CTB; R
1-20-16*

2015-3379
ORD2015-15

B. The MUNICIPALITY exercises governmental authority with respect to land use, growth, and development within its municipal boundaries and regarding its annexations, and has demonstrated the capability of providing municipal services and facilities (including water and sewer services based on the municipality's code and/or other municipal service policies) within the THREE (3) MILE AREA, as defined herein; and

C. Title 29, Article 20 of the Colorado Revised Statutes, grants broad authority to local governments to plan for and regulate development and the use of land within their respective jurisdictions, accomplishing such activities through public processes that respect, protect, and promote private property rights; and

D. Title 29, Article 20 of the Colorado Revised Statutes, authorizes and encourages local governments to cooperate and contract with each other for the purpose of planning and regulating the development of land by the joint and coordinated exercise of planning, zoning, subdivisions, building, and related regulatory powers; and

E. Pressures for growth and development in the MUNICIPALITY and COUNTY indicate that the joint and coordinated exercise by the COUNTY and MUNICIPALITY of their respective planning, zoning, subdivision, building and related regulatory powers in such areas will best promote the objectives stated in this CPA; and

F. This CPA adheres to the objectives and Policies of the Weld County Comprehensive Plan, set forth in Section 22-2-40 of the Weld County Code and, in particular, UD.Goal 2., which encourages the establishment of intergovernmental agreements concerning growth areas with each municipality in Weld County.

Sec. 19-6-30. Purposes and Objectives.

The purpose of this CPA is to establish procedures and standards pursuant to which the parties will move toward greater coordination in the exercise of their land use and related regulatory powers within unincorporated areas surrounding the MUNICIPALITY. The objectives of such efforts are to accomplish the type of development in such areas which best protects the health, safety, prosperity, and general welfare of the inhabitants of the parties and to achieve maximum efficiency and economy in the process of development. However, any action taken pursuant to this CPA that pertains to any land within the MUNICIPALITY, for incorporated areas, and within the COUNTY, for unincorporated areas, is subject to exclusive final approval by the governing body of the MUNICIPALITY or COUNTY, respectively.

Sec. 19-6-40. Definitions.

For the purposes of this CPA the following terms shall be defined as set forth herein:

Development. Any land use requiring regulatory approval by the elected governing body of the applicable party in the THREE (3) MILE AREA, except for an amendment to a plat or a down-zoning, neither of which creates any additional lots, and except for a Recorded Exemption or Subdivision Exemption. Existing agricultural uses, which are lawful uses, either as Uses-by-Right under the Weld County Code, or as legally existing non-conforming uses, are also exempt from the definition of *Development*.

Three (3) Mile Area. The area as defined by Colorado Revised Statutes, C.R.S. 31-12-105.1.E.

Sec. 19-6-50. Planning Coordination.

This CPA is intended to be a Comprehensive Development Plan adopted and implemented pursuant to Section 29-20-105(2) C.R.S. Following the execution of this CPA by both parties, applications to the COUNTY for DEVELOPMENT within the THREE (3) MILE AREA shall be processed and determined in accordance with the following:

A. Referral. The COUNTY shall refer all proposals for DEVELOPMENT within the THREE (3) MILE AREA to the MUNICIPALITY for its review and recommendation. Such referral shall include at least a copy of the written DEVELOPMENT proposal and preliminary COUNTY staff summary of the case. The COUNTY shall allow not less than twenty-one (21) days for the MUNICIPALITY to review the referral and furnish its recommendations to the COUNTY staff prior to formulation of the COUNTY staff recommendation. If the MUNICIPALITY does not respond within such time, the COUNTY staff may proceed with its recommendation, but any comment or recommendation from the MUNICIPALITY received on or before the Thursday immediately preceding the meeting of the Board of County Commissioners or Planning Commission when the matter shall be considered shall be transmitted to the Board or Commission. If the MUNICIPALITY submits no comment or recommendation, the COUNTY may assume it has no objection to the proposal. If the MUNICIPALITY submits recommendations, the COUNTY shall either include within its written decision the reasons for any action taken contrary to the same or furnish such reasons to the MUNICIPALITY by a separate writing. The MUNICIPALITY shall be given notice of, and may appear and be heard at any hearing or other proceeding at which the COUNTY shall consider a DEVELOPMENT subject to the foregoing referral process.

B. Development within THREE (3) MILE AREA. Upon receipt of any proposal for DEVELOPMENT within the THREE (3) MILE AREA then currently eligible for voluntary annexation to the MUNICIPALITY, the COUNTY shall, in writing, at time of a pre-application with the Department of Planning Services, notify the proponent of the opportunity for annexation. The Director of Planning Services shall, in writing, notify the MUNICIPALITY's Mayor and Town Manager. The MUNICIPALITY shall have twenty-one (21) days following contact by the proponent, which shall be documented, in writing, (with a copy of the COUNTY), to notify the COUNTY, in writing, that the MUNICIPALITY and the applicant have agreed to the terms of a pre-annexation agreement. The COUNTY shall not process any application until the completion of said twenty-one (21) days, or until the COUNTY receives notification from the MUNICIPALITY that a pre-annexation agreement between the MUNICIPALITY and the applicant will not be pursued, whichever occurs sooner. If no such notification is received by the COUNTY during said twenty-one (21) days, processing of the application shall continue by the COUNTY to completion.

C. Mutuality of Impact Consideration. The parties recognize that decisions by one party regarding development may impact property outside of its jurisdiction. The parties agree that jurisdictional boundaries shall not be the basis for giving any greater or lesser weight to those impacts during the course of deliberations.

D. Referrals to the County. The MUNICIPALITY shall refer proposals for DEVELOPMENT which lie within five hundred (500) feet of any property in unincorporated Weld County to the COUNTY for its review and recommendation. Such referral shall include at least a copy of the written DEVELOPMENT proposal. The MUNICIPALITY shall allow not less than twenty-one (21) days for the COUNTY to review same and furnish its recommendations to the MUNICIPALITY. If the COUNTY submits no comment or recommendation, the MUNICIPALITY may assume it has no objection to the proposal. If the COUNTY submits recommendations, the MUNICIPALITY shall either include within its written decision the reasons for any action taken contrary to the same or furnish such reasons to the COUNTY by a separate writing. Where the DEVELOPMENT is proposed as part of an annexation of more than ten (10) acres, the provisions of this section shall be deemed satisfied by compliance by the MUNICIPALITY with the notice and impact report provisions of the most current version of the Municipal Annexation Act then in effect. The COUNTY shall be given notice of, and may appear and be heard at, any hearing or other proceeding at which the MUNICIPALITY shall consider a DEVELOPMENT subject to the foregoing referral process.

Sec. 19-6-60. Implementation of CPA.

Following the mutual execution of this CPA, each party shall promptly enact and implement such amendments to its existing regulations as may be necessary to give effect to the provisions of Section 19-6-50. Each party shall have sole and exclusive discretion to determine such measures and any new ones enabling it to perform this CPA. Each party's land use regulations as referred to herein are ordinances whose amendment requires certain formalities, including notice and public hearings. The mutual covenants in this section and elsewhere to implement this CPA promptly are given and received with mutual recognition and understanding of the legislative processes involved, and such covenants shall be liberally construed in light thereof.

Sec. 19-6-70. Establishment of Common Development Standards.

The MUNICIPALITY and COUNTY shall, within one (1) year of the effective date of this CPA, attempt to agree to establish common development standards within designated areas, which may include areas within the MUNICIPALITY's boundaries and/or within the THREE (3) MILE AREA. Common development standards should include, but not be limited to, roadways (types, widths, horizontal design, access and spacing) and drainage (on-site, off-site, discharge, easements, and regional facilities).

Sec. 19-6-80. Miscellaneous Provisions.

A. Severability. Should any one or more sections or paragraphs of this CPA be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this CPA, the intention being that the various sections and paragraphs are severable; provided, however, that the parties shall then review the remaining provisions to determine if the CPA should continue, as modified, or if the CPA should be terminated.



B. Termination. This CPA shall continue in effect for a period of one year from the date first written above, and shall be renewed automatically thereafter for successive one (1) year periods. Notwithstanding the foregoing, however, either party may terminate this CPA by giving at least twelve (12) months' written notice thereof to the other party.

C. Amendment. This CPA may be amended only by a writing executed by the parties and adopted according to the same procedures as the original adoption (requiring the written consent of the amendment by both parties and compliance with the procedures detailed in Sections D and E, below).

D. Adoption by the MUNICIPALITY. The MUNICIPALITY shall at public hearing(s) consider this CPA for adoption upon published notification. The MUNICIPALITY shall provide a complete record of such public hearing(s) to the COUNTY for review prior to the start of the COUNTY's adoption process detailed in Section E, below.

E. Adoption by the COUNTY. The COUNTY shall, upon published notification consider this CPA for adoption and amendment to Chapter 19 of the Weld County Code. In the course of such adoption process, the COUNTY shall review the complete record of the public hearing(s) held by the MUNICIPALITY wherein it considered this CPA for adoption. The effective date of this CPA shall be its effective date of amendment to the Weld County Code.

F. Reserved Rights. Nothing herein shall be construed to limit any procedural or substantive rights afforded a party under law respecting the matters that are the subject of this CPA, including without limitation any rights of referral, participation or judicial review related to any land use or development procedure or approval of the other party, which rights are hereby reserved to each party.

G. Enforcement. Either party may enforce this CPA by an action for specific performance, declaratory and/or injunctive relief, or other equitable relief. The parties agree the remedies for enforcement hereof are limited to non-monetary relief, and each party hereby waives any right to seek damages for any violation of this CPA. No other person or entity shall have any right to enforce the provisions of this CPA.

BE IT FURTHER ORDAINED by the Board that the Clerk to the Board be, and hereby is, directed to arrange for Colorado Code Publishing to supplement the Weld County Code with the amendments contained herein, to coincide with chapters, articles, divisions, sections, and subsections as they currently exist within said Code; and to resolve any inconsistencies regarding capitalization, grammar, and numbering or placement of chapters, articles, divisions, sections, and subsections in said Code.

BE IT FURTHER ORDAINED by the Board, if any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is for any reason held or decided to be unconstitutional, such decision shall not affect the validity of the remaining portions hereof. The Board of County Commissioners hereby declares that it would have enacted this Ordinance in each and every section, subsection, paragraph, sentence, clause, and phrase thereof irrespective of the fact that any one or more sections, subsections, paragraphs, sentences, clauses, or phrases might be declared to be unconstitutional or invalid.



The above and foregoing Ordinance Number 2015-15 was, on motion duly made and seconded, adopted by the following vote on the 19th day of October, A.D., 2015.

BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

ATTEST: *Cather G. Meick*
Weld County Clerk to the Board

Barbara Kirkmeyer
Barbara Kirkmeyer, Chair

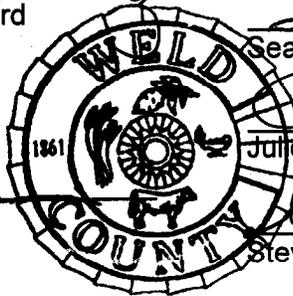
BY: *Rayela A. Harting*
Deputy Clerk to the Board

Mike Freeman
Mike Freeman, Pro-Tem

S.P.S.
Sean P. Conway

APPROVED AS TO FORM:

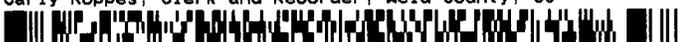
Brent R. [Signature]
County Attorney



Julie A. Cozad
Julie A. Cozad

Steve Moreno
Steve Moreno

Publication:	September 2, 2015
First Reading:	September 9, 2015
Publication:	September 16, 2015, in the Greeley Tribune
Second Reading:	September 28, 2015
Publication:	October 7, 2015, in the Greeley Tribune
Final Reading:	October 19, 2015
Publication:	October 28, 2015, in the Greeley Tribune
Effective:	November 2, 2015



Windsor Plan

This Coordinated Planning Agreement ("CPA") is made and entered into effective as of the 10th day of August, 2015, between the Board of County Commissioners of the County of Weld, State of Colorado, whose address is 1150 O Street, Greeley, CO 80631, hereinafter called the "COUNTY," and the Town of Windsor, a Colorado home rule municipal corporation, whose address is 301 Walnut Street, Windsor, Colorado 80550, hereinafter called the "MUNICIPALITY." The COUNTY and MUNICIPALITY are hereinafter sometimes referred to individually as "party" and collectively as "the parties."

RECITALS

A. COUNTY exercises governmental authority regulating land use, growth and development within the unincorporated areas of Weld County, Colorado, which areas include lands surrounding MUNICIPALITY; and

B. MUNICIPALITY exercises governmental authority with respect to land use, growth, and development within its municipal boundaries and regarding its annexations, and has demonstrated the capability of providing municipal services and facilities (including water and sewer services based on the municipality's code and/or other municipal service policies) within the THREE (3) MILE AREA, as defined herein; and

C. Title 29, Article 20 of the Colorado Revised Statutes, grants broad authority to local governments to plan for and regulate development and the use of land within their respective jurisdictions, accomplishing such activities through public processes that respect, protect, and promote private property rights; and

D. Title 29, Article 20 of the Colorado Revised Statutes, authorizes and encourages local governments to cooperate and contract with each other for the purpose of planning and regulating the development of land by the joint and coordinated exercise of planning, zoning, subdivisions, building, and related regulatory powers; and

E. Pressures for growth and development in MUNICIPALITY and COUNTY indicate that the joint and coordinated exercise by COUNTY and MUNICIPALITY of their respective planning, zoning, subdivision, building and related regulatory powers in such areas will best promote the objectives stated in this CPA; and

F. This CPA adheres to the objectives and Policies of the Weld County Comprehensive Plan, set forth in Section 22-2-40 of the Weld County Code and, in particular, UD.Goal 2., which encourages the establishment of intergovernmental agreements concerning growth areas with each municipality in Weld County.

NOW THEREFORE, for and in consideration of the mutual promises and undertakings herein set forth, the parties agree as follows:



1. **PURPOSES AND OBJECTIVES.** The purpose of this CPA is to establish procedures and standards pursuant to which the parties will move toward greater coordination in the exercise of their land use and related regulatory powers within unincorporated areas surrounding MUNICIPALITY. The objectives of such efforts are to accomplish the type of development in such areas which best protects the health, safety, prosperity, and general welfare of the inhabitants of the parties and to achieve maximum efficiency and economy in the process of development. However, any action taken pursuant to this CPA that pertains to any land within MUNICIPALITY, for incorporated areas, and within COUNTY, for unincorporated areas, is subject to exclusive final approval by the governing body of MUNICIPALITY or COUNTY, respectively.

2. **DEFINITIONS.** For the purposes of this CPA the following terms shall be defined as set forth herein:

2.1 **DEVELOPMENT.** Any land use requiring regulatory approval by the elected governing body of the applicable party in the THREE (3) MILE AREA, except for an amendment to a plat or a down-zoning, neither of which creates any additional lots, and except for a Recorded Exemption or Subdivision Exemption. Existing agricultural uses, which are lawful uses, either as uses-by-right under the Weld County Code, or as legally existing non-conforming uses, are also exempt from the definition of "DEVELOPMENT."

2.2. **THREE (3) MILE AREA.** The area as defined by Colorado Revised Statutes, C.R.S. 31-12-105.1.E.

3. **PLANNING COORDINATION.** This CPA is intended to be a Comprehensive Development Plan adopted and implemented pursuant to C.R.S. § 29-20-105(2). Following the execution of this CPA by both parties, applications to COUNTY for DEVELOPMENT within the THREE (3) MILE AREA shall be processed and determined in accordance with the following:

3.1 **REFERRAL.** COUNTY shall refer all proposals for DEVELOPMENT within the THREE (3) MILE AREA to MUNICIPALITY for its review and recommendation. Such referral shall include at least a copy of the written DEVELOPMENT proposal and preliminary COUNTY staff summary of the case. COUNTY shall allow not less than twenty-one (21) days for MUNICIPALITY to review the referral and furnish its recommendations to COUNTY staff prior to formulation of the COUNTY staff recommendation. If the MUNICIPALITY does not respond within such time, COUNTY staff may proceed with its recommendation, but any comment or recommendation from MUNICIPALITY received on or before the Thursday immediately preceding the meeting of the Board of County Commissioners or Planning Commission when the matter shall be considered shall be transmitted to the Board or Commission. If the MUNICIPALITY submits no comment or recommendation, COUNTY may assume it has no objection to the proposal. If MUNICIPALITY submits recommendations, COUNTY shall either include within its written decision the reasons for any action taken contrary to the same or furnish such reasons to MUNICIPALITY by a separate writing. MUNICIPALITY shall be given notice of, and may appear and be heard at any hearing or other



proceeding at which COUNTY shall consider a DEVELOPMENT subject to the foregoing referral process.

3.2 DEVELOPMENT WITHIN THREE (3) MILE AREA. Upon receipt of any proposal for DEVELOPMENT within the THREE (3) MILE AREA then currently eligible for voluntary annexation to MUNICIPALITY, COUNTY shall, in writing, at time of a pre-application with the Department of Planning Services, notify the proponent of the opportunity for annexation. The Director of Planning Services shall, in writing, notify MUNICIPALITY's mayor and Town Manager. MUNICIPALITY shall have twenty-one (21) days following contact by the proponent, which shall be documented in writing (with a copy of COUNTY), to notify COUNTY in writing that MUNICIPALITY and the applicant have agreed to the terms of a pre-annexation agreement. COUNTY shall not process any application until the completion of said twenty-one (21) days, or until COUNTY receives notification from the MUNICIPALITY that a pre-annexation agreement between MUNICIPALITY and the applicant will not be pursued, whichever occurs sooner. If no such notification is received by COUNTY during said twenty-one (21) days, processing of the application shall continue by COUNTY to completion.

3.3 MUTUALITY OF IMPACT CONSIDERATION. The parties recognize that decisions by one party regarding development may impact property outside of its jurisdiction. The parties agree that jurisdictional boundaries shall not be the basis for giving any greater or lesser weight to those impacts during the course of deliberations.

3.4 REFERRALS TO COUNTY. MUNICIPALITY shall refer proposals for DEVELOPMENT which lie within 500 feet of any property in unincorporated Weld County to COUNTY for its review and recommendation. Such referral shall include at least a copy of the written DEVELOPMENT proposal. MUNICIPALITY shall allow not less than twenty-one (21) days for COUNTY to review same and furnish its recommendations to MUNICIPALITY. If COUNTY submits no comment or recommendation MUNICIPALITY may assume it has no objection to the proposal. If COUNTY submits recommendations, MUNICIPALITY shall either include within its written decision the reasons for any action taken contrary to the same or furnish such reasons to COUNTY by a separate writing. Where the DEVELOPMENT is proposed as part of an annexation of more than 10 acres, the provisions of this section shall be deemed satisfied by compliance by MUNICIPALITY with the notice and impact report provisions of the most current version of the Municipal Annexation Act then in effect. COUNTY shall be given notice of, and may appear and be heard at any hearing or other proceeding at which MUNICIPALITY shall consider a DEVELOPMENT subject to the foregoing referral process.

4. IMPLEMENTATION OF CPA. Following the mutual execution of this CPA, each party shall promptly enact and implement such amendments to its existing regulations as may be necessary to give effect to the provisions of Section 3. Each party shall have sole and exclusive discretion to determine such measures and any new ones enabling it to perform this CPA. Each party's land use regulations as referred to herein are ordinances whose amendment requires certain formalities, including notice and public hearings. The mutual covenants in this section and elsewhere to implement this CPA promptly are given and received with mutual recognition



and understanding of the legislative processes involved, and such covenants shall be liberally construed in light thereof.

5. ESTABLISHMENT OF COMMON DEVELOPMENT STANDARDS.

MUNICIPALITY and COUNTY shall, within one (1) year of the effective date of this CPA, attempt to agree to establish common development standards within designated areas, which may include areas within MUNICIPALITY's boundaries and/or within the THREE (3) MILE AREA. Common development standards should include, but not be limited to, roadways (types, widths, horizontal design, access and spacing) and drainage (on-site, off-site, discharge, easements, and regional facilities).

6. MISCELLANEOUS PROVISIONS.

6.1 Severability. Should any one or more sections or paragraphs of this CPA be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this CPA, the intention being that the various sections and paragraphs are severable; provided, however, that the parties shall then review the remaining provisions to determine if the CPA should continue, as modified, or if the CPA should be terminated.

6.2 Termination. This CPA shall continue in effect for a period of one year from the date first written above, and shall be renewed automatically thereafter for successive one (1) year periods. Notwithstanding the foregoing, however, either party may terminate this CPA by giving at least twelve (12) months' written notice thereof to the other party.

6.3 Amendment. This CPA may be amended only by a writing executed by the parties and adopted according to the same procedures as the original adoption (requiring the written consent of the amendment by both parties and compliance with the procedures detailed in Sections 6.4 and 6.5 of this CPA).

6.4 Adoption by MUNICIPALITY. MUNICIPALITY shall at public hearing(s) consider this CPA for adoption upon published notification. MUNICIPALITY shall provide a complete record of such public hearing(s) to COUNTY for review prior to the start of COUNTY's adoption process detailed in Section 6.5, below.

6.5 Adoption by COUNTY. COUNTY shall, upon published notification consider this CPA for adoption and amendment to Chapter 19 of the Weld County Code. In the course of such adoption process, COUNTY shall review the complete record of the public hearing(s) held by MUNICIPALITY wherein it considered this CPA for adoption. The effective date of this CPA shall be its effective date of amendment to the Weld County Code.

6.6 Reserved Rights. Nothing herein shall be construed to limit any procedural or substantive rights afforded a party under law respecting the matters that are the subject of this CPA, including without limitation any rights of referral, participation or judicial review related to any land use or development procedure or approval of the other party, which rights are hereby reserved to each party.



6.7 Enforcement. Either party may enforce this CPA by an action for specific performance, declaratory and/or injunctive relief, or other equitable relief. The parties agree the remedies for enforcement hereof are limited to non-monetary relief, and each party hereby waives any right to seek damages for any violation of this CPA. No other person or entity shall have any right to enforce the provisions of this CPA.

IN WITNESS WHEREOF, the parties have executed this CPA effective as of the date first above written.

ATTEST: *Esther G. Mevik*
CLERK OF THE BOARD

BOARD OF COUNTY
COMMISSIONERS OF
WELD COUNTY, COLORADO

Cheryl A. Hoffman
Deputy Clerk to the Board



Barbara Kirkmeyer
Barbara Kirkmeyer, Chairman

ATTEST:

MUNICIPALITY
TOWN OF WINDSOR

Patti Garcia
Patti Garcia, Town Clerk



John S. Vazquez
John S. Vazquez, Mayor





MEMORANDUM

Date: October 26, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Scott Ballstadt, AICP, Director of Planning
From: Carlin Barkeen, AICP, Chief Planner
Subject: Discussion regarding Weld County Cooperative Planning Agreement, Section 5:
Establishment of Common Development Standards
Item #: Work Session – 2

Discussion:

Enclosed please find a copy of Town Resolution No. 2015-55 approving a coordinated land use planning agreement (CPA) between Weld County and the Town, and the associated agreement, approved on August 10, 2015. Resolution No. 2015-55 directed the Town Manager and staff to work cooperatively with County representatives to arrive at an agreed set of common development standards by the conclusion of calendar year 2015, in accordance with the CPA, Section 5 of the Agreement. Per Section 5 of the Agreement, the Town of Windsor and Weld County shall establish common development standards within one (1) year of the effective date of the subject CPA. These development standards will apply within designated areas, including areas with the Town's boundaries and within the three (3) mile area of Weld County.

Staff has prepared proposed standards, with the cooperation of Weld County, as an initial step towards intergovernmental coordinated planning efforts. Weld has endorsed a model CPA, which been used for developing similar CPAs, including development standards, with interested local jurisdictions for over two years. The subject CPA and development standards were derived from this model and modified to suit the needs of the Town through staff correspondence with Weld County, the Town's Planning Commission and Town Board.

Regarding the establishment of development standards, per Section 5 of the Town of Windsor-Weld County CPA, staff would bring the following proposed standards for discussion:

- 1. Site Access:** Within the Windsor Growth Management Area, newly subdivided parcels shall utilize shared access points to the adjacent county road to avoid multiple driveways onto future arterial roads.
- 2. Oil and Gas Site Access:** Oil and gas facilities with direct access to a Town of Windsor street shall be required to obtain a Town of Windsor access permit and shall require installation of a tracking pad to prevent tracking of mud onto the street.
- 3. Screening:** All outdoor storage and/or non-residential uses shall be screened from neighboring residential properties with opaque fencing, earth berms, dense landscaping or any combination of these methods to mitigate any negative impacts.
- 4. Lighting:** All lighting fixtures, including wall pack lighting and other service area and security lighting, shall be full cutoff fixtures and mounted so that light is directed directly

downward. Light sources shall be concealed or shielded so as to minimize upright, spill-light, glare and unnecessary diffusion on neighboring properties.

5. **Signage:** Freestanding signs shall meet a minimum setback distance of fifteen (15) feet from the property line and shall be mounted on a monument base. Such signs shall not exceed sixteen (16) feet in height or seventy-two (72) square feet per side of sign.
6. **Paving of parking lots:** All parking lots and driveways which are designed to be used for employee, visitor or customer parking with direct access to a Town of Windsor street, shall be paved with asphalt or concrete.

During the work session, staff wants to review the CPA Development Standards with Town Board. If there are other questions besides those identified, then staff wants to ensure that the Board has the opportunity to ask them and seek answers.

If Town Board concurs, staff recommends that the CPA Development Standards are directed to the Weld County Board of Commissioners for comments and comments come back to the Town Board for consideration prior to the Town Board's approval.

Attachment: Resolution No. 2015-55 – Approval of CPA between the Town of Windsor and the County of Weld
Windsor Plan – CPA with Weld County

Weld County – Windsor Coordinated Planning Agreement

Using the Coordinated Planning Agreement (CPA) between Weld County and the Town of Firestone as a working example, the Town of Windsor would like to discuss the following:

Notification: Section 3.2 of the CPA provides for notification from the Weld County Director of Planning Services to the Mayor and a designee. The Town of Windsor would prefer that this language include notification to the Mayor, Town Manager and Director of Planning.

Common Development Standards: These standards shall apply to industrial and commercial development within Windsor's Growth Management Area. Section 5 of the CPA indicates that the Town and County shall "attempt to agree to establish common development standards within designated areas" within one year of the effective date of the CPA. The Town of Windsor would propose the following common development standards for discussion:

- **Access:** Within Windsor's GMA, the town would prefer that newly subdivided county parcels ~~The County and the Municipality shall utilize encourage~~ shared access points to the adjacent county road to avoid multiple driveways onto roads when practical. ~~that will one day be the major arterial roads in town.~~
- **Oil and Gas Access:** ~~Access:~~ The County and Municipality will require oil and gas operators to obtain an access permit. The County and Municipality shall have the discretion to impose tracking control measures that include, but are not limited to cattle guards, gravel or crushed asphalt. ~~In cases where new oil and gas facilities in the county take access from Windsor streets, is there any way that the county can require proof that the applicant has received an approved Windsor access permit, as well as require installation of a tracking pad to prevent tracking of mud onto the street~~
- **Screening:** ~~Consider requirements to screen outdoor storage and/or incompatible uses from neighboring properties with a combination opaque fencing that compliments the materials and colors of the buildings on the property.~~ Screening is required on a case-by-case basis. Screening, landscaping or buffering will be determined by the intensity of the development and proximity to surrounding land uses.
- **Lighting:** ~~Consider site lighting requirements consistent with Windsor (Section 16-10-100). The following regulations apply to all zoning districts: (1) outdoor lighting installations shall not be permitted closer than three (3) feet from an abutting property line and, where not specifically otherwise regulated, shall not exceed fifteen (15) feet in height; (2) light sources shall be concealed or shielded so as to minimize uplight, spill-light, glare and unnecessary diffusion on neighboring properties; (3) exterior lighting, except for overhead street lighting and warning, emergency or traffic signals, shall be installed in such a manner that the light source will be sufficiently obscured to prevent glare on public streets and walkways or into any residential area. The installation or erection of any lighting which may be confused with warning signals, emergency signals or traffic signals shall be unlawful; and (4) lighting may be used to illuminate the face of a building so long as the light does not spill outside the building façade. The following regulations apply to all commercial and industrial uses in zoning districts that allow for such commercial and industrial uses: (1) parking lot lighting shall not exceed thirty (30) feet in height; (2) pole-mounted lighting shall utilize round poles of a color that minimizes reflectance of light; (3) the style of light standards and fixtures shall be consistent with~~

~~the style and character of architecture proposed on the site; (4) All exterior and security lighting shall have underground service; and (5) All lighting fixtures, including wall pack lighting and other service area and security lighting, shall be full cutoff fixtures and mounted so that light is directed directly downward. Under canopy fueling areas shall feature flush-mount, flat lens light fixtures. The only exception shall be for decorative lighting, such as lanterns and wall sconces, which may be allowed as long as the fixtures do not exceed a maximum of three thousand two hundred (3,200) lumens and do not emit light directly upward. Any lighting used to illuminate off-street parking areas, outside storage areas, outside activity areas, sign or other structure shall be arranged to deflect light away from any adjoining residential areas and from County roads or Municipal streets. Any lighting, including light from high-temperature processes such as welding or combustion, shall be designed, located and operated in such a manner as to meet the following standards: sources of light shall be shielded so that beams or rays of light will not shine directly onto adjacent properties; neither the direct nor reflected light from any light source may create a traffic hazard to operators of motor vehicles on public or private streets; and no colored lights may be used which may be confused with or construed as traffic control devices~~

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- ~~**Signage:** Consider adoption of sign setbacks that are consistent with Windsor (Section 16-9-50) and prohibit pole-mounted signs (Section 16-9-70(j)): (1) any freestanding sign that is located adjacent to an arterial street shall be set back and offset a minimum distance of fifteen (15) feet from the property line; (2) any freestanding sign that is located adjacent to a collector or local street shall be set back and offset a minimum distance of ten (10) feet from the property line; (3) commercial and industrial freestanding directional signs as allowed by this Section shall be set back and offset a minimum distance of five (5) feet from all property lines; and (4) pole-mounted signs are prohibited. Freestanding signs shall be setback a minimum of fifteen (15) feet from the current or future right-of-way, whichever is greater as designated on either the Weld County Functional Classification Map or the Town of Windsor's Transportation Plan. Signs located in Windsor's Growth Management Area shall not exceed 25 feet in height with a maximum of 150 square feet in commercial or industrial zones and 6 feet in height with a maximum of 16 square feet in the Agricultural zone.~~
- ~~**PPaving of parking lots:** Consider adoption of paving requirements for commercial and industrial uses consistent with Windsor (Section 16-10-30). Off-street parking requirements. (3) Surfacing. All parking lots which are designed to be used for employee parking, visitor parking, customer parking and tenant parking, and all interior drives connecting such parking lots, which are designated for multifamily uses, business uses, commercial uses, and industrial uses, offices and places of assembly shall be paved with asphalt or concrete shall be encouraged to use various forms of parking surfaces that include, but are not limited to: crushed asphalt, gravel, hard asphalt, crushed concrete or other similar materials.-~~

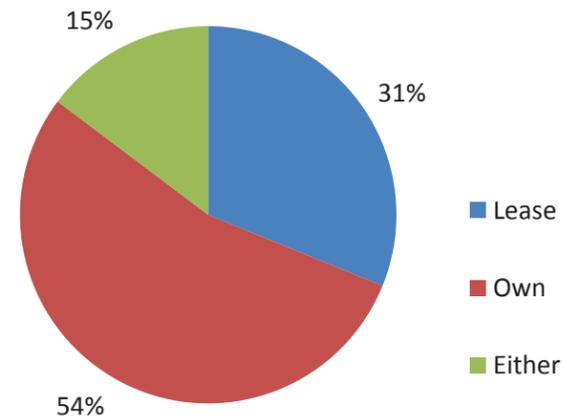


The largest number of Windsor active attraction prospects would like to OWN their space at 54%.

The percentages vary each quarter depending on access to capital. The harder it is for companies to secure a loan the more likely they will simply lease a space rather than make an investment in a property.

We have been seeing the presence of spec buildings in the Windsor market as well.

Active Attraction Prospects Lease, Own or Either



Number of Leads & Prospect Visits by month for 2014			Number of Leads & Prospect Visits by month for 2015		
MONTH	LEADS	# OF VISITS	MONTH	LEADS	# OF VISITS
January	17	1	January	8	2
February	13	2	February	12	3
March	13	2	March	18	2
April	12	2	April	9	1
May	13	1	May	9	1
June	8	3	June	16	4
July	13	3	July	4	3
August	13	0	August	13	-
September	8	2	September	17	3
October	9	2	October	14	2
November	14	1	November	10	1
December	9	1	December	12	4

Non-Qualified Leads:

The Town of Windsor did not qualify for 33 attraction prospects in 2015. The majority of those leads have been a requests for existing large office space or for large industrial space. The space requests were for 25-75,000 sq. ft. something Windsor does not currently possess.

Windsor COLORADO

2016 ECONOMIC DEVELOPMENT ATTRACTION PROSPECT REPORT

January 2016

General Overview:

Through December 31, 2015 the Windsor Economic Development Department has received 142 prospect requests. Of the 142 prospects in 2015, the Town did not qualify for 33 of them and three projects are still delayed from 2014 & 2015.

There are a total of 61 active prospects currently, including one prospect from 2013 and two prospects from 2014 which all remain active and open.

Windsor Economic Development has assisted with several business attraction prospects and local expansions. Here are just some of the major projects our team worked on in the last couple of years.

- Vestas Expansion
- Woodward
- The Hearth
- Schlumberger Lift Solutions
- Solix
- Dunkin Donuts
- Columbine Commons
- Cutter's Wireline Services
- The Summit
- Crall Products
- Elder Construction
- Cargill Steel

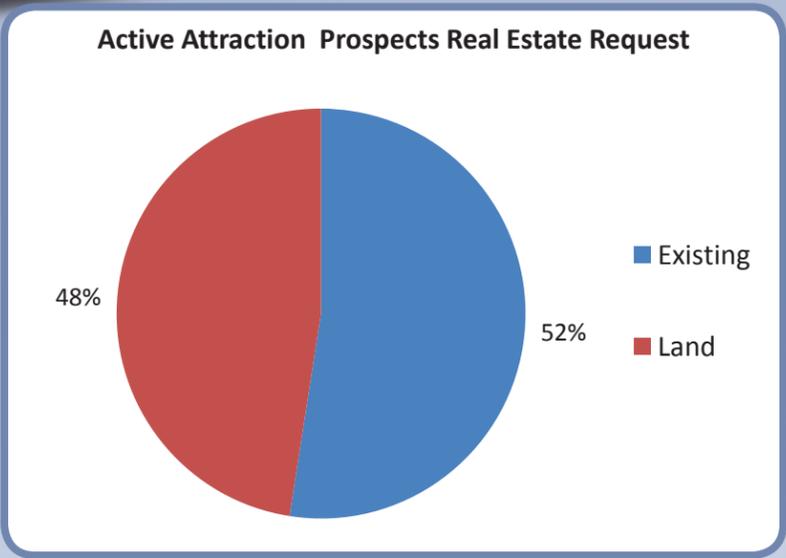
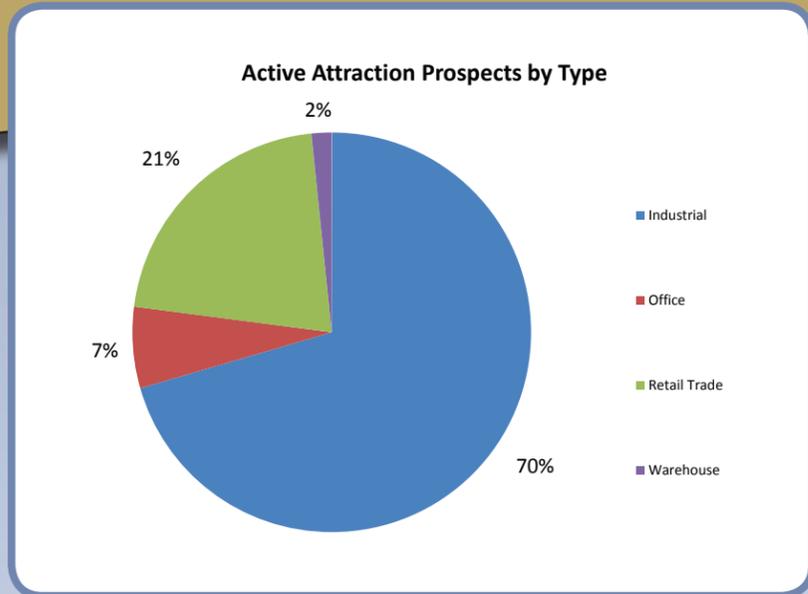
These companies and others have invested over \$163 million into the community and acquired or built over 770,000 sq. ft. of space. They have or will add over 1,600 new jobs in the next few years, with an average salary over \$64K with a total payroll of nearly \$112 million.*

*Tracking began in April 2011 when the department was formed.



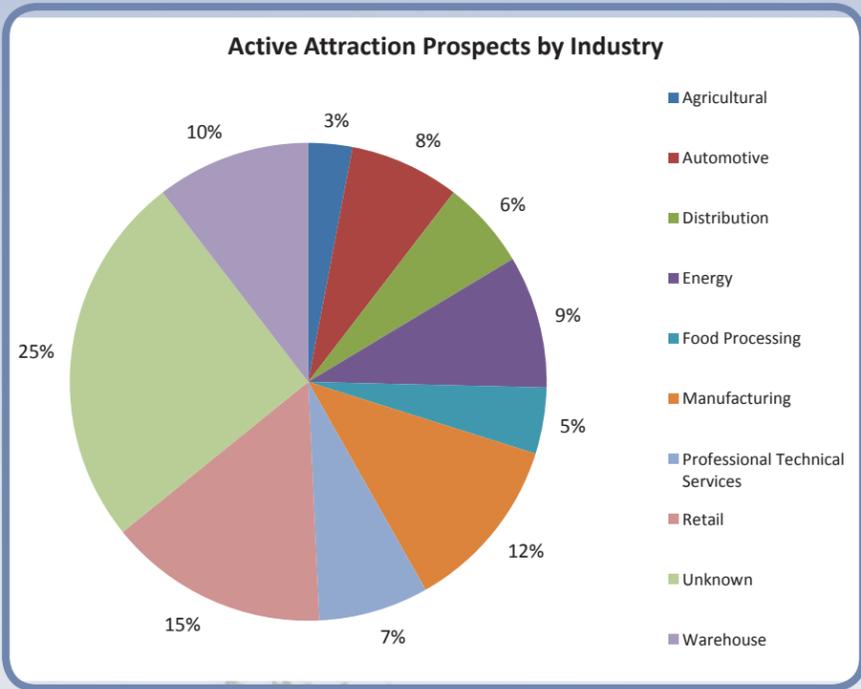


70% of the active attraction prospects are in the industrial sector, retail trade sector is second at 21%.



The majority of prospect requests are looking for EXISTING space at 52%. The request for Land is a close second at 48%

As you can see by the next chart below, all the majority of requested available space we have is below 25,000 sq. ft.



The Active Attraction Prospects span over 10 different industries, with 25% of the prospects not identifying their industry.

The Town of Windsor (TOW) has a very diverse breakdown on industries in the attraction pipeline. The largest percentage of TOW's active attraction prospects known are in three sectors: Retail at 15%, Manufacturing at 12% and Warehouse at 10%.

Of the 25% Unknown Industry, the overwhelming majority of TYPE of space requested is industrial, with some in warehouse.

100%

1- 25,999 sq. ft.

The major concern for the Town of Windsor is the lack of industrial/manufacturing space under 25,000 sq. ft.

Recently the specific demand has been for 5,000 - 20,000 sq. ft. with a slight uptick in requests for space above 40,000 sq. ft. with 2-6 acres for outdoor storage.

The majority of attraction prospect leads so far this year have come from our real estate database Xceligent at 64%. The next highest lead source was 19% with leads coming directly from the broker/developer community, Followed by leads coming directly from the Company at 18%.

ATTRACTION PROSPECT LEAD SOURCE	
Xceligent	64%
Broker/Developer	19%
Company	18%
Upstate Colorado EDC	10%

100% of the active prospects we are working with that are requiring existing space - need it under 25,000 sq. ft.





FUTURE TOWN BOARD MEETINGS

Work Sessions & Regular Meetings will be held in the Board Chambers unless otherwise noted.

February 29, 2016	Fifth Monday
March 7, 2016 6:00 p.m.	Town Board Work Session Continued CAC design standards and IGA discussion
March 14, 2016 5:30 p.m./1 st floor conference room	Board/Manager/Attorney Monthly Meeting
March 14, 2016 7:00 p.m.	Town Board Meeting Kern Board Meeting
March 21, 2016 6:00 p.m.	Town Board Work Session Joint work session with Parks, Recreation & Culture Advisory Board – Parks Master Plan discussion
March 28, 2016 6:00 p.m.	Town Board Work Session Hazardous Mitigation discussion Broadband discussion
March 28, 2016 7:00 p.m.	Town Board Meeting
April 4, 2016 6:00 p.m.	Town Board Work Session
April 11, 2016 5:30 p.m./1 st floor conference room	Board/Manager/Attorney Monthly Meeting
April 11, 2016 7:00 p.m.	Town Board Meeting Kern Board Meeting
April 18, 2016 7:00 p.m.	Town Board Special Meeting Swearing in of Mayor and Town Board Members for Districts 1, 3 & 5
April 25, 2016 6:00 p.m.	Town Board Work Session
April 25, 2016 7:00 p.m.	Town Board Meeting
May 2, 2016 6:00 p.m.	Town Board Work Session
May 9, 2016 5:30 p.m./1 st floor conference room	Board/Manager/Attorney Monthly Meeting

May 9, 2016
7:00 p.m. Town Board Meeting

May 16, 2016
6:00 p.m. Town Board Work Session

May 23, 2016
6:00 p.m. Town Board Work Session

May 23, 2016
7:00 p.m. Town Board Meeting

May 30, 2016 Fifth Monday & Memorial Day

Additional Events

May 6, 2016 Joint meeting with the Library and Fire Districts
June 21-24, 2016 Colorado Municipal League Annual Conference

Future Work Session Topics

Water Rights Dedication Policy