

MEETING MINUTES  
GRAND COUNTY BOARD OF COUNTY COMMISSIONERS  
GRAND COUNTY DEPARTMENT OF SOCIAL SERVICES  
GRAND COUNTY BOARD OF HEALTH  
GRAND COUNTY HOUSING AUTHORITY

April 5, 2022

Present: Commissioner Richard D. Cimino, Commissioner District 1  
Commissioner Merrit S. Linke, Commissioner District 2  
Commissioner Kristen Manguso, Commissioner District 3

Also Present: County Clerk and Recorder Sara L. Rosene  
County Manager Ed Moyer  
Assistant County Manager Micah Benson  
County Attorney Maxine LaBarre-Krostue

Those present recited the Pledge of Allegiance.

General Public Comments

Ken Wright, Secretary of the Homeowners Association for Aspen Pine Estate, stated that that fencing project is still going on. The HOA has supplied everything the County has asked and they are waiting for the County.

Mr. Wright stated that it is his goal to complete amended and restated covenants for Aspen Pine Estates within the next year.

Finance

Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on April 6, 2022, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Cimino moved to approve the checks presented on April 5, 2022, for payment on April 6, 2022, for the Grand County Housing Authority.

The motion passed unanimously.

Commissioner Cimino moved to approve the vouchers presented on April 5, 2022, for payment on April 6, 2022, for the Grand County Department of Human Services.

The motion passed unanimously.

Commissioner Linke moved to approve wire payment and vouchers presented on April 5, 2022, for payment on April 6, 2022, for Grand County.

The motion passed unanimously.

Departmental Contracts, Comments, Issues

Commissioner Linke moved to approve the renewal of the Tavern Liquor License for Renee Valentine, owner and manager of Trail Ridge Marina LLC dba Trail Ridge Marina as presented.

The motion passed unanimously.

Chair Manguso announced the Board is sitting as the Grand County Housing Authority.

Commissioner Cimino moved to approve and authorize the Chair to sign the W9 for the Grand County Housing Authority.

The motion passed unanimously.

Chair Manguso announced the Board is sitting as the Grand County Board of Commissioners.

Commissioner Cimino moved to approve the supplemental budget request for work to be done by Team Rubicon for the large-scale tree mitigation project due to the East Troublesome Fire in the amount of \$5,000.

The motion passed unanimously.

Commissioner Cimino moved to approve the Office of OEM submitting the application for the Division of Homeland Security 2022 State Homeland Security Program Northwest All-Hazard Emergency Management Region grant and authorize the County Finance Director to sign as the Fiduciary Agent.

The motion passed unanimously.

Commissioner Cimino moved to approve out-of-state travel for two individual to attend the JEMS Conference in Indianapolis, Indiana and authorize the County Manager to sign the request for the second traveler.

The motion passed unanimously.

EMS Captain Jennie Power thank the Board for allowing her to attend the Resuscitation Academy in Seattle. It was an excellent training.

Allen Pulliam stated that one of the ambulance doubles failed during a transport. It may need to be replaced. To replace the engine in will be in excess of between \$26,000 to \$30,000 for a 2008 vehicle. If that is done, Mr. Pulliam recommends replacing the transmission which to be between \$20,000 and \$25,000. EMS is strongly considering letting the ambulance go.

EMS is requesting a grant to help pay for an ambulance.

Commissioner Cimino moved to approve the Corvinus Group LLC – CCTV Systems Contract for the Sheriff's Office in the amount of \$480,000 for a four-year period being \$120,000 per year. The motion passed unanimously.

#### Amended Final Plat, Shorewood Lot 11A

PROJECT NAME	Lot 11A, Block 7, Shorewood Subdivision Amended Final Plat
APPLICANT	Greg & Deborah Hansen
LOCATION	Block 7, Lots 11 and 12, Shorewood Subdivision Street Address: 88 and 44 GCR 4692
ZONING APPLICABLE REGULATIONS	Residential (Grand County Urban Growth Area2) Grand County Zoning Regulations, Grand County Subdivision Regulations, Grand County Master Plan
ATTACHMENTS	
	A. Development Application
	B. Project Narrative
	C. Vicinity and Detail Maps
	D. Proposed Amended Final Plat
	E. Proof of Taxes Paid
	F. Planning Commission Resolution No. 2021-11-3
STAFF PLANNER	Taylor Schlueter, County Planner
REQUEST	Approval of an Amended Final Plat combining two(2) lots within an existing subdivision.

#### I. BACKGROUND

##### a. Proposal

The application is a request for the combination of Block 7, Lots 11 and 12, of the Shorewood Subdivision. Lot 11 and Lot 12 each comprise 0.140 acres and proposed Lot 11A will total 0.280 acres. The Applicant intends to build a single-family home across the existing lot line separating Lots 11 and 12.

##### b. History

Shorewood (First Filing) Subdivision was platted in 1952 at Reception No. 74647. This subdivision was platted with the intention of creating modestly-sized single family lots. The applicant has owned both of the subject lots since January 20, 2021, with deeds recorded at reception numbers 2021001555 and 2021001555.

Shorewood lies just west of U.S. Highway 34, west of Shadow Mountain Reservoir. These parcels as well, as the adjacent properties, are all in the Residential District, and in the Three Lakes Design Review Area. Both parcels are vacant, and both are in Grand County Urban Growth Area 2, as defined in the 2011 Master Plan. The subject parcels are in the Three Lakes Sanitation District, and the resulting parcel will be served by a single-family household well.

#### IV. STAFF ANALYSIS

The lots are smaller lots in an Urban Growth Area which was developed when growth areas were newly established within the Grand County Master Plan. In that original subdivision final plat each lot was designated a building envelope.

Both of the lots subject to this application are vacant. Staff understands that this project would decrease potential development density in an Urban Growth Area, which is contrary to the purpose of Urban Growth Areas as outlined in the 2011 Grand County Master Plan, which encourages density through maintaining smaller parcels.

However, Staff supports this proposal in consideration of how the County has handled Amended Final Plats historically, in that the County has taken the position of allowing property owners the right to make maximum use out of their land, as opposed to limiting the square footage of proposed development based on lot sizes in pre-existing, non-conforming subdivision lot sizes. This proposal will also reduce the degree of non-conformity by creating an approximately 12,000 square foot lot when the current Zoning Regulations require a minimum lot size of 15,000 square feet for properties served by only either public sewer or public water. This proposal is located in an area where only public sewer is provided, and reduces non-conformity by taking two ~6,000 square foot lots, ~9,000 square feet short of compliance each, and producing a lot only ~3,000 square feet short of coming into compliance with current Zoning Regulations for minimum lot size in the Residential District.

This request is a very typical lot combination request which Staff feels can be processed through the Amended Final Plat section of the Subdivision Regulations.

#### VI. PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommended approval of this Amended Final Plat on November 10th, 2021, with the seven (7) conditions outlined in Resolution 2021-11-3.

#### VII. STAFF RECOMMENDATION

Staff recommends the approval of the Lot 11A, Block 7, Shorewood Amended Final Plat, with the following conditions to be met:

1. An electronic copy of the Final Plat in AutoCAD.dwg or AutoCAD.dxf format shall be provided prior to any recording of any Final Plat§4.3 (2) (y).
2. A quit claim deed shall be filed concurrently and following the Final Plat Mylar to correct the Legal Description within the Real Estate Records of Grand County.

All legal documents required in conjunction with the final approval of this request are subject to the review and acceptance of the County Attorney.

Commissioner Cimino moved to approve the Rich moved to approve Lot 11A, Block 7, Shorewood Subdivision Amended Final Plat as presented.

The motion passed unanimously.

#### Manager & Attorney Items

Commissioner Manguso stated that the Parshall Post Office is being shut down. The postal service is looking for a location at Parshall and has requested assistance from the County.

Road and Bridge Superintendent Chris Baer met with the Post Master from Kremmling and the Post Master likes the location at Highway 40 and County Road 3.

Commissioner Linke moved to approve the Services Contract between Grand County and Rocky Mountain Spray Foam & Waterproofing, LLC for the Dance Hall in Kremmling as presented. A grant will pay for the cost of this contract.

The motion passed unanimously.

County Manager Ed Moyer stated that Senator Bennet and Representative Neguse have allocated funds for communities. The request is due this Friday through Senator Bennet's Office. The County was asked if was going to make a request for the Windy Gap project. The \$5.5 million request has been made to NRCS. There is a funding gap. Mr. Moyer would like to make the request to Senator Bennet's Office even though there is an existing request. The Board gave direction to make the funding request.

The Board gave direction to Mr. Moyer to request funding for other projects to Representative Neguse's office for such things as improvement for the Sheriff's Office and / or EMS with a local match up to 50 percent.

The Corps of Engineers will be visiting County Road 522 to look at the wetland mitigation areas. CDPHE reported that the 401 Certification is still valid for the project.

#### Consent Agenda

Resolution No. 2022-3-5, "APPROVING THE 2022 GRAND COUNTY WILDLAND FIRE OPERATING PLAN CONCERNING COORDINATED WILDLAND FIRE MANAGEMENT ACTIVITIES"

Resolution No. 2022-3-6, "APPROVING AND AUTHORIZING EXECUTION OF AN APPLICATION FOR FINDING OF REASONABLE DILIGENCE CONCERNING THE APPLICATION FOR WATER RIGHTS OF THE APPLICANT CITY AND COUNTY OF DENVER ACTING BY AND THROUGH ITS BOARD OF WATER COMMISSIONERS AND THE CO-APPLICANTS BOARD OF COMMISSIONERS FOR THE COUNTY OF GRAND, COLORADO AND COLORADO WATER CONSERVATION BOARD IN DISTRICT COURT, WATER DIVISION 5, COLORADO CASE NO. 2011CW0152"

Commissioner Linke moved to approve the Consent Agenda.  
The motion passed unanimously.

Commissioner Linke moved to approve a letter of support for the Middle Park Health Fraser Campus and authorize the Board to sign.  
The motion passed unanimously.

### Calendar

- April 6 Counties & Commissioners Acting Together (CCAT) Member Social in Denver, starting at 4:30 pm
- April 7 CCAT Legislative Breakfast in Denver, 7:30 to 9 am
- April 7 Associated Governments of Northwest Colorado (AGNC) Legislative Call via Zoom, starting at 8:30 am
- April 7-8 Colorado Counties, Inc. (CCI) Steering Committee Meetings (Hybrid), starting at 9 am
- April 7 Open Lands, Rivers, and Trails (Hybrid) Meeting w/ Kate Ryan from Colo. Water Trust, starting at 3 pm
- April 11 Insurance meeting at 9:00 a.m.
- April 14 Technical Working Group for Wolf Introduction meeting – all day Zoom call
- April 14 UCC meeting

### Public Hearing – Igadi Retail Marijuana Store Renewal at 843 W. Agate, Unit A, Granby

Commissioner Cimino moved to continue the public hearing for Igadi Retail Marijuana Store to April 26, 2022 at 10:15 am.  
The motion passed unanimously.

Commissioner Cimino moved to authorize the Chair to sign the Contract between the Grand County Board of Commissioners and Maxine LaBarre-Krostue as County Attorney and entered into on April 5, 2022 and effective April 3, 2022.  
The motion passed unanimously.

### Public Hearing – Aspen Canyon Ranch, New Special Use Permit (Continued from March 22, 2022)

The public hearing scheduled to begin at 11:15 am was called to order by Chair Manguso at 11:17 am. County Attorney LaBarre-Krostue set the record with the following exhibits:

- A. Grand County Application Dated January 25, 2022
- B. Applicant's Narrative
- C. Applicant's Site Plan
- D. Site Map
- E. Public Notice Encampment, LLC to Middle Park Times News dated January 27, 2022
- F. Proof of Publication to Middle Park Times News dated February 10, 2022
- G. Grand County Memo Mailed to Interested Parties Dated January 27, 2022
- H. Sign posted on Property
- I. Title Commitment Dated January 26, 2022
- J. Colorado Secretary of State Good Standings
- K. Water Rights Dated September 4, 1997
- L. Well Permit 190002 Dated November 13, 1996
- M. Well Permit 149742 Dated November 17, 1988
- N. Grand County Planning Commission Staff Certificate Dated February 9, 2022

PROJECT NAME Aspen Canyon Ranch –Special Use Permit  
APPLICANT Heather Ehle, C.E.O., A Sanctuary for Military Families Inc., DBA Project Sanctuary.

**LOCATION** METES & BOUNDS 78 ALL 157.09 AC+/-IN PT NW4, PT W2NE4, PT NE4SW4, PT W2SE4 LYING NORTH OF CO RD 3 SEC28 T1S R78W

**ZONING** Forestry & Open

**APPLICABLE REGULATIONS** Grand County Zoning Regulations(GCZR); Grand County Master Plan

**ATTACHMENTS**

- A. Development Application
- B. Project Narrative Packet
- C. Proof of Water
- D. Project Map
- E. Site Plan
- F. Planning Commission Resolution 2022-3-3

**STAFF** Taylor Schlueter, County Planner

**REQUEST** Approval of Special Use Permit to allow a camping retreat for veterans and their families under GCZR Section 11.8 (9), Camps and Lodges...etc.

**DISCUSSION:**

Heather Ehle represents A Sanctuary for Military Families Inc., DBA Project Sanctuary, a 501(C)(3)non-profit organization founded in 2007 (“Applicant”). Project Sanctuary has operated therapeutic retreats since 2009 and has been headquartered in Grand County since 2011. Project Sanctuary most recently hosted their retreats at Winding River Ranch, prior to the 2020 East Troublesome Fire. The intention of the project, taken from the Applicant’s narrative is:

“Our goal is to host approximately 25 retreats annual at Aspen Canyon Ranch. Each retreat would host approximately ten to twelve families, with ten additional staff members for support. Retreats would last six days and would be self-contained, meaning families and volunteers would stay on site for the entire retreat with minimal need to leave the facility.”

Aspen Canyon Ranch is located approximately 13 miles south on County Road 3 from the US Hwy 40 turn off near Parshall, CO, and contains approximately 383 acres. The property borders one and one-half (1 ½) miles of the Williams Fork River just five (5) miles north of the Henderson Mill. It is located between Valentine Subdivision and Aspen Canyon West Subdivision. There is an existing cliff house, barn and houses that will be removed. The proposed new cabins will be situated within the footprint of the existing cabins.

The Applicant has provided a thorough narrative, structured to meet the requirements of GCZR Section 11.8 (9). This narrative is used extensively in this certificate. For further details, please see the Project Narrative.

The following activities are what is being proposed:

**Daily Activities:**

**Summer:**

Horseshoes, Volleyball, Arts and Crafts, Archery, Fishing, Frisbee Golf, Hiking, Biking, Swimming, Canoeing/ Kayak/ SUP, Yoga, Music, Astronomy, Camping, Wilderness Survival, GEO Caching, Campfires, Field games.

**Winter:**

Ice Fishing, GEO Caching, Music, Campfires, Arts and Crafts, Yoga, Snow shoeing, Sledding/ Tubing, General snow activities

**Occasional Activities:**

From time to time, the ranch may collaborate with organizations with similar missions for programmed use activities subject to the same operational practices as Project Sanctuary's retreats. In addition, Aspen Canyon Ranch may occasionally host activities in support of Project Sanctuary's ability to provide retreats, such as fundraisers or benefits.

**Possible Future Activities:**

Rock Climbing, Rappelling, Basketball, Ropes Course, Zipline, Paintball, Archery, Petting Zoo, Obstacles Course, chair lift to upper property or backcountry skiing, horseback riding, horse drawn sleds, and other activities commonly associated with family nature-based retreat facilities may be added as part of the program of the site.

Snowmobiling, Skiing, ATV's and Equine activities may be offered and would be sub-contracted out to fully licensed and insured local 3rd party vendors. All regulations for any activity occurring onsite will be held to and inspected by the State of Colorado, manufacturers, and licensed professionals.

Staff believes that any activity that fits within the scope outlined above should be allowed. Any activity that requires a structure to be built requires a building permit. ✓Any new building shall be constructed with earthen tone colors and all lighting shall be downward facing and hooded.

**STAFF COMMENTS:**

GCR 3 is in an animal migratory area. This information has been sent to Colorado Parks and Wildlife for review and comment. Notification has been sent out to all property owners within five hundred feet(500') of the subject property and interested parties for this requested Special Use Permit, as well as publication in a locally circulated paper.

**PLANNING COMMISSION:**

The Planning Commission recommended approval of this Special Use Permit on March 9, 2022, with the 14 conditions outlined in Resolution 2022-3-3.

**STAFF RECOMMENDATION:**

Staff recommends approval of an initial one (1) year Special Use Permit, with the following conditions to be met prior to the recording this Special Use Permit:

1. The hours of operation shall be from 7am to 9pm on weekdays and 7am to 10pm on weekends.
2. The applicant must receive a letter of approval from the Division of Water Resources that the proposed uses are in compliance with any well permits and/or water court decrees.
3. Access will be restricted to the northern access point off of GCR 3 and any appropriate signage should be commensurate.
4. Water quality testing by the way of regulatory level CDPHE issued kits shall be a permit condition to be completed and kept on file by the Applicant for County review on request.
5. The developer should provide information relative to a traffic impacts on the site including mitigation of road construction on the surrounding area prior to the issuance of the SUP.
6. The applicant must abide by all state and federal requirements including obtaining any required permits for off-site activities from the United States Forest Service and Bureau of Land Management.
7. The Applicant shall install road improvements consistent with the Fire District Review prior to the issuance of the permit by the Board of County Commissioners:
  - a. New turnarounds will be 60' in diameter at the end of each private road.
  - b. Cabins will have 30' of cleared forest around each. (Some individual trees with 10' of spacing is acceptable).
8. The Colorado Department of Human Services, Grand County Emergency Management Services and Parshall Fire Department outlines essential emergency information and processes to be undertaken for facilities such as this. Once the criteria of these agencies has been identified, compiled and put into writing, a new Emergency Action Plan will be submitted to these agencies for review and approval prior to the opening of the Camp. The Applicant shall obtain building permits and meet all State requirements for any remodeling or new construction on the site.
9. Any new building will require a building permit.
10. When the location for permanent structures are established, an updated site plan shall be submitted to the Community Development Department.
11. Any new building shall be constructed with earthen tone colors and all lighting shall be downward facing and hooded.
12. If more than one (1) acre is disturbed on the property a Stormwater Management Permit shall be obtained.
13. The Permittee shall be responsible for controlling and maintaining the site in an attractive condition at all times. No junk or other debris shall be allowed to accumulate on the site.
14. All standard Grand County Conditions shall be made a part of the permit; including but are not limited to the following:
  - a. Site restoration upon termination of use
  - b. Compliance with all applicable local, state and federal regulations
  - c. Termination
  - d. Right for County to enter site
  - e. Storage of junk and abandoned equipment
  - f. Noise
  - g. Trash disposal and sanitation
  - h. Off-site impact
  - i. Control of Site
  - j. Noxious Weed Control
  - k. Site Maintenance
  - l. Limitation of Liability
  - m. Alteration of Terms and Conditions

- n. Assignability
- o. Binding Contract
- p. Abandonment
- q. Violation of Terms and Conditions

15. The Applicant shall provide proof of lease or ownership of subject property.

Mr. Schlueter reported that requirement No. 5 can be removed.

Applicant, Heather Ehle, stated that Project Sanctuary has been providing services at Snow Mountain Ranch for the past 14 years.

Commissioner Cimino moved to approve the Special Use Permit for Aspen Canyon Ranch as presented with the removal of Condition 5. Condition number 8 will now read: "The Parshall Fire Department shall review and, if necessary, approve any emergency action plans. The Applicant shall obtain building permits and meet all State requirements for any remodeling or new construction on the site."

The motion passed unanimously.

Commissioner Cimino moved to close the public hearing.

The motion passed unanimously.

Commissioner Linke moved to approve Resolution No. 2021-11-24, "A RESOLUTION APPROVING THE AMENDED FINAL PLAT OF ASPEN PINE ESTATES FILING 1 LOCATED IN THE W ½, NW ¼, SECTION 25, T4N, R76W OF THE 6<sup>TH</sup> P.M. GRAND COUNTY, COLORADO" and authorize the Chair to sign all applicable documents.

The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 11:32 a.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this 19<sup>th</sup> day of April 2022.

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Kristen Manguso, Chair

Attest:

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Sara L. Rosene, Clerk and Recorder