



Mayor

John Gates

Councilmembers

Tommy Butler
Ward I

Brett Payton
Ward II

Michael Fitzsimmons
Ward III

Dale Hall
Ward IV

Kristin Zasada
At-Large

Ed Clark
At-Large

A City Achieving
Community Excellence

Greeley promotes a healthy, diverse economy and high quality of life responsive to all its residents and neighborhoods, thoughtfully managing its human and natural resources in a manner that creates and sustains a safe, unique, vibrant and rewarding community in which to live, work, and play.

City Council Agenda

March 03, 2020 at 6:30 PM

1001 11th Avenue, City Center South, Greeley, CO 80631

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Recognitions and Proclamations
5. Citizen Input
6. Approval of the Agenda
7. Reports from Mayor and Councilmembers
8. Initiatives from Mayor and Councilmembers

Consent Agenda

The Consent Agenda is a meeting management tool to allow the City Council to handle several routine items with one action.

Council or staff may request an item be "pulled" off the Consent Agenda and considered separately under the next agenda item in the order they were listed.

9. Approval of the City Council Proceedings of February 18, 2020
10. Consideration of a resolution authorizing the City to enter into Amendment No. 4 of an Intergovernmental Agreement with the Colorado Department of Transportation to update the phase end date for construction of the 10th Street Access Control and Roadway Improvements Project between 23rd Avenue and 35th Avenue
11. Consideration of a resolution to adopt the updated City Emergency Operations Plan
12. Consideration of a resolution of the City Council of the City of Greeley, Colorado, authorizing City staff to enter into a settlement agreement with Blanche Marceleno, Susan Ebbs, Edward Caussade, and Tyler Brunner to resolve their claims in the federal action brought by them to challenge the constitutionality of the City's Median Ban

- [13.](#) Introduction and first reading of an ordinance changing the official zoning map of the City of Greeley, Colorado from C-D (Conservation District) to I-L (Industrial Low Intensity) for 80 acres of property located at 525 N. 14th Avenue, and known as the Island Grove Rezone

End of Consent Agenda

- [14.](#) Pulled Consent Agenda Items
- [15.](#) Public hearing and final reading of an ordinance to consider a change of zone from PUD (Planned Unit Development) to PUD (Planned Unit Development) changing the underlying land use designations for approximately 295 acres of property located north of US Highway 34 Business, east of 101st Avenue and west of 95th Avenue, known as the Lake Bluff Rezone, and changing the official zoning map to reflect the same
- [16.](#) Public hearing to consider a request for a Preliminary PUD (Planned Unit Development) for approximately 295 acres of property located north of US Highway 34 Business, east of 101st Avenue and west of 95th Avenue, known as the Lake Bluff PUD
- [17.](#) Public hearing and final reading of an ordinance to consider a change of zone from R-M (Residential Medium Density) to R-H (Residential High Density) for approximately 2.77 acres of property located at 1913 5th Street, known as the Regalado Rezone, and changing the official zoning map to reflect the same
- [18.](#) Consideration of a resolution Changing the Start Time of Regular Meetings and Worksessions of the Greeley City Council
- [19.](#) Discussion of recommendations regarding short-term rentals
- [20.](#) Discussion of proposed amendment to Chapter 18.54 - Signs
- [21.](#) Scheduling of Meetings, Other Events
- [22.](#) Consideration of a motion authorizing the City Attorney to prepare any required resolutions, agreements, and ordinances to reflect action taken by the City Council at this meeting and at any previous meetings, and authorizing the Mayor and City Clerk to sign all such resolutions, agreements and ordinances
- [23.](#) Adjournment

Council Agenda Summary

March 3, 2020

Agenda Item Number 1

Title

Call to Order

Council Agenda Summary

March 3, 2020

Agenda Item Number 2

Title

Pledge of Allegiance

Council Agenda Summary

March 3, 2020

Agenda Item Number 3

Title

Roll Call

Summary

Mayor Gates

Councilmember Butler

Councilmember Payton

Councilmember Hall

Councilmember Fitzsimmons

Councilmember Clark

Councilmember Zasada

Council Agenda Summary

March 3, 2020

Agenda Item Number 4

Title

Recognitions and Proclamations

Summary

Councilmember Zasada will present the What's Great about Greeley Report.

Mayor Gates will present a proclamation recognizing March as National Intellectual/Developmental Disabilities Awareness Month which works to ensure that all people with disabilities are treated with dignity and respect.

Attachments

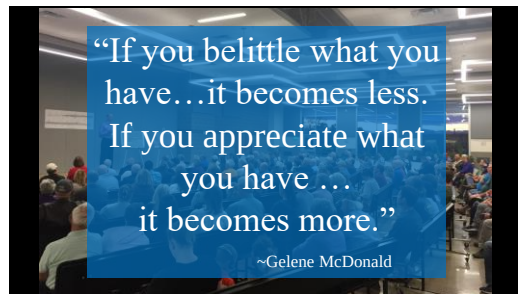
March 3, 2020 What's Great about Greeley Report

National Intellectual/Developmental Disabilities Awareness Month

Slide 1



Slide 2



At each Council Meeting, we recognize the people, organizations and businesses that make Greeley Great.

Tonight it's my turn to announce the recognitions. I'll start with a quote, "If you belittle what you have, it becomes less. If you appreciate what you have, it becomes more." With these announcements we are appreciating the good work of our residents, showing support for their efforts, and encouraging everyone to share the word that Greeley is Great.

Slide 3



Congratulations to Homewood Suites by Hilton Greeley who won a Hilton award of excellence for being in the top 10% Homewood Suites hotels in the nation..

Slide 4



University of Northern Colorado men's basketball player Jonah Radebaugh has earned his second Ready Nutrition Big Sky Player of the Week honor of the year. Jonah and freshman softball player Lauren Strathearn were also recognized as Colorado Army National Guard Bears of the Week.

Slide 5



It was another banner year for Northern Colorado wrestling, as the team had 11 student-athletes selected to Academic All-Big 12 teams. UNC had eight student-athletes selected to the first team and three to the second team for the most honorees in a single season in program history.

Slide 6





NATIONAL INTELLECTUAL/DEVELOPMENTAL DISABILITIES AWARENESS MONTH

WHEREAS, There is recognition of a growing population of children and adults with Intellectual and Developmental Disabilities (I/DD) who reside in Greeley, Colorado; and

WHEREAS, Historically people with Intellectual/Developmental Disabilities were mistreated , institutionalized, and/or segregated from their families and communities; and

WHEREAS, In 1987 President Ronald Reagan officially declared March to be Developmental Disabilities Awareness Month; the theme of National Intellectual/Developmental Disabilities Awareness month was decreed that "Americans are becoming increasingly aware that such disabilities need not keep individuals from realizing their full potential in school, at work, as members of their families and of their communities."; and

WHEREAS, the Arc of Weld County proudly supports the National Intellectual/Developmental Disabilities Awareness Month by advocating for people with Intellectual and Developmental Disabilities in the local community with its many programs and services.

NOW, THEREFORE, I, John Gates, by virtue of authority vested in me as Mayor of the City of Greeley, Colorado, do hereby proclaim the month of March, 2020, as **Intellectual/Developmental Disabilities Awareness Month** in the City of Greeley and urge all citizens to support programs that serve people with Intellectual/Developmental Disabilities and to ensure that all people with disabilities are treated with the dignity and respect that they so desire and deserve.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Greeley, this 3rd day of March, 2020.

John Gates
Mayor

Council Agenda Summary

March 3, 2020

Agenda Item Number 5

Title

Citizen Input

Summary

During this 15-minute portion of the meeting, anyone may address the Council on any item of City business appropriate for Council's consideration that is not already listed on this evening's agenda.

Individual speakers will be limited to 3 minutes each and will be asked to state their name and city of residence for the official record.

Council Agenda Summary

March 3, 2020

Agenda Item Number 6

Title

Approval of the Agenda

Council Agenda Summary

March 3, 2020

Agenda Item Number 7

Title

Reports from Mayor and Councilmembers

Summary

During this portion of the meeting any Councilmember may offer announcements or reports on recent events and happenings. These reports should be a summary of the Councilmember's attendance at assigned board/commission meetings and should include key highlights and points that may require additional decision and discussion by the full Council at a future time.

Board/Commission	Meeting Day/Time	Assignment
--Team of 2-- Board/Commission Interviews	Monthly as Needed	Council Rotation
Water & Sewer Board	3 rd Wed, 2:00 pm	Gates
Youth Commission Liaison	4 th Mon, 6:00 pm	Butler
Historic Preservation Loan Committee	As Needed	Zasada
Police Pension Board	Quarterly	Clark
Employee Health Board	As Needed	Fitzsimmons
Airport Authority	3 rd Thur, 3:30 pm	Payton/Clark
Visit Greeley	3 rd Wed, 7:30 am	Fitzsimmons
Upstate Colorado Economic Development	Last Wed, 7:00 am	Gates/Hall
Greeley Chamber of Commerce	4 th Mon, 11:30 am	Hall
Island Grove Advisory Board	1 st Thur, 3:30 pm	Butler
Weld Project Connect Committee (United Way)	As Needed	Hall
Downtown Development Authority	3 rd Thur, 7:30 am	Butler/Zasada
Transportation/Air Quality MPO	1 st Thur, 6:00 pm	Payton/Gates
Poudre River Trail	1 st Thur, 7:00 am	Hall
Interstate 25 Coalition	As Needed	Gates
Highway 85 Coalition	As Needed	Gates
Highway 34 Coalition	As Needed	Payton
CML Policy Committee (Council or Staff)	As Needed	Payton/Otto Gates alternate
CML Executive Board opportunity	As Needed	Hall
CML - Other opportunities	As Available/Desired	



OFFICE OF THE MAYOR Memorandum

DATE: February 20, 2020
TO: Members of City Council
FROM: John Gates, Mayor
RE: Reconfiguration of Council Work Sessions

You will recall that, at the close of our Council Retreat, we all agreed to experiment with a reconfiguration of our Council Work Sessions in order to offer a more engaged meeting environment between Council and staff. In follow up, Councilmember Peyton and I met with City staff to discuss some ideas for an adjusted protocol and setting.

The basic format that we arrived at includes:

- Moving the Work Sessions to the Council Chamber overflow room for a more informal roundtable setting. Staff with items to discuss would join the table to share the information about the topic, but avoid formal presentations of topics;
- Seating for staff and the public would be arranged on the perimeter of the Council seating;
- We would have microphones available to support the recording of the meeting and for those seated apart from the Council, but would not have the meeting video-taped;
- We would continue the practice of having the participants in the Work Session discussion limited to Council and City staff and any invited guests who are relevant to the discussion (e.g. City Board member);
- Since we will be starting all our meetings at 6:00 PM, which will now be an hour later for Work Sessions, we will have a light food fare available for Council before the meeting (between 5-6 PM), but will also work to keep the meetings to 90 minutes.

Staff will draft these meeting parameters into a protocol format for reference and will test out a couple of room configurations for this new format. While we will need to formally adopt the new start times by resolution, and it may require some lead-time to accommodate some technology support for those new start times, we can try out the new setting for Work Sessions at our March 10th meeting.

I look forward to the new format and your feedback as we try out this different approach.

Council Agenda Summary

March 3, 2020

Agenda Item Number 8

Title

Initiatives from Mayor and Councilmembers

Summary

During this portion of the meeting any Councilmember may bring before the Council any business that the member feels should be deliberated upon by the Council. These matters need not be specifically listed on the Agenda, but formal action on such matters shall be deferred until a subsequent Council meeting.

Initiatives will generally fall into three categories:

- 1) A policy item for Council deliberation and direction for a future Worksession, Committee meeting, or regular/special Council meeting;
- 2) A request to the City Manager for information or research;
- 3) A request involving administrative processes or procedures.

At the close of this portion of the meeting, the Mayor will confirm Council's consensus that the individual requests be pursued.

Attachments

Status Report of Council Initiatives and Related Information

Greeley City Council

Status Report of Council Initiatives

Council Request	Council Meeting, Worksession, or Committee Meeting Date Requested	Status or Disposition (After completion, item is shown one time as completed and then removed.)	Assigned to:
Councilmember Clark requested that Council Meeting and Worksession start times all be moved to 6:00 p.m.	February 4, 2020	Consideration of the Resolution to change the times has been scheduled for the March 3, 2020, Council meeting.	Cheryl Aragon

Consent Agenda

March 3, 2020

The Consent Agenda is a meeting management tool to allow the City Council to handle several routine items with one action.

Once the Clerk has read each Consent Agenda item into the record, along with Council's recommended action, Council or staff may request the item be "pulled" off the Consent Agenda and considered separately under the next agenda item in the order they were listed.

The Consent Agenda includes Items No. 9 through 13 and their recommended actions.

Council's Recommended Action

To approve Items No. ____ through ____ or

To approve Items No. ____ through ____ with the exceptions of No.(s) ____

Council Agenda Summary

March 3, 2020

Agenda Item Number 9

Key Staff Contact: Cheryl Aragon, Interim City Clerk, 350-9743

Title:

Approval of the City Council Proceedings of February 18, 2020

Summary:

A meeting of the City Council was held on February 18, 2020, in Council's Chambers at the City Center South Campus, 1001 11th Avenue, Greeley, Colorado.

Decision Options:

1. To approve the proceedings as presented; or
2. Amend the proceedings if amendments or corrections are needed, and approve as amended.

Council's Recommended Action:

A motion to approve the City Council proceedings as presented.

Attachments:

February 18, 2020 Proceedings

City of Greeley, Colorado
CITY COUNCIL PROCEEDINGS
February 18, 2020

1. Call to Order

Mayor John Gates called the meeting to order at 6:30 p.m., in the Council's Chambers at the City Center South Campus, 1001 11th Avenue.

2. Pledge of Allegiance

Mayor Gates led the Pledge of Allegiance to the American Flag.

3. Roll Call

Jessica Diagana, Assistant City Clerk, called the roll. Those present were Mayor John Gates and Councilmembers Tommy Butler, Ed Clark, Michael Fitzsimmons, Dale Hall, Brett Payton and Kristin Zasada.

4. Recognitions and Proclamations

Councilmember Hall presented the What's Great About Greeley Report.

Mayor Gates presented a proclamation recognizing Youth Art Month.

5. Citizen Input

Edwin Grant, Greeley resident, spoke of recent improvements in the City and thanked Council for all they do.

6. Approval of Agenda

The agenda was approved as presented.

7. Reports from Mayor and Councilmembers

Councilmember Clark spoke of Council's weekend retreat and how constructive it was and that he was thankful to get the opportunity to get to know everyone better.

Councilmember Zasada echoed Councilmember Clark's comments about the success of Council's retreat and that she attended a meeting with the Northern Colorado Homebuilders Association in which affordable housing was discussed. She invited the other members of Council to meet with the builders noting that this could be in the form of a future Worksession.

Mayor Gates spoke of Council's retreat noting that it was a fantastic experience and thanked staff for their work to make the retreat happen.

8. Initiatives from Mayor and Councilmembers

There were no initiatives offered from Councilmembers.

****** Consent Agenda ******

9. Acceptance of the Report of the January 28, 2020, City Council Worksession

The Council action recommended was to accept the Report.

10. Approval of the City Council Proceedings of February 4, 2020

The Council action recommended was to approve the Proceedings.

11. Acceptance of the Report of the February 6 - 8, 2020, Special City Council Worksession

The Council action recommended was to accept the Report.

12. Consideration of a resolution approving an Intergovernmental Agreement between the City of Greeley and the Greeley Urban Renewal Authority Updating, Consolidating, and Further Describing Cooperative Endeavors

The Council action recommended was to adopt the resolution. **(Resolution No. 6, 2020)**

13. Introduction and first reading of an Ordinance changing the official zoning map of the City of Greeley, Colorado, from PUD (Planned Unit Development) to PUD (Planned Unit Development) changing the underlying land use designations for approximately 295 acres located north of US Highway 34 Business, east of 101st Avenue and west of 95th Avenue, known as the Lake Bluff Rezone

The Council action recommended was to introduce the ordinance and schedule the public hearing and final reading for March 3, 2020.

14. Introduction and first reading of an ordinance changing the official zoning map of the City of Greeley, Colorado, from R-M (Residential Medium Density) to R-H (Residential High Density) for 2.77 acres of property located at 1913 5th Street, known as the Regalado Rezone

The Council action recommended was to introduce the ordinance and schedule the public hearing and final reading for March 3, 2020.

****** End of Consent Agenda ******

Councilmember Payton moved, seconded by Councilmember Hall to approve the items on the Consent Agenda and their recommended actions. The motion carried: 7-0

15. Pulled consent agenda items

No items were pulled from the Consent Agenda.

16. Overview of the 2020 Census Promotion

Becky Safarik, Assistant City Manager, reported on the 2020 Census promotional efforts by identifying

what the census is, when it happens and what questions are asked. She also reported on its importance to the City in terms of federal funding noting that this information is critical to understand the community's economic profile and that various local businesses can utilize this information as well. She reviewed the many ways that the City has promoted a complete local count and displayed some of the census branding that is being utilized by various groups around Greeley.

17. Appointment of applicants to the Golf Course Advisory Board, Greeley Art Commission, Parks & Recreation Advisory Board, and Stormwater Board

Golf Course Advisory Board

Andrew Clark
Adam Klett
Larry Turk

Greeley Art Commission

Betony Coons

Parks & Recreation Advisory Board

Scott McPherson
Rick Reeser
Leverne Stiner

Stormwater Board

Paul Henneck

18. Executive Session for Annual Review of the City Attorney

Councilmember Clark moved, seconded by Councilmember Fitzsimmons to move into Executive Session for the purposes of discussing personnel who report to Council as provided for under C.R.S. 24-06-402 (4) (f) and Greeley Municipal Code Section 2.04.020 (6) (a). The motion carried: 7-0

19. Scheduling of meetings, other events

There were no additional meeting or events scheduled.

20. Consideration of a motion authorizing the City Attorney to prepare any required resolutions, agreements, and ordinances to reflect action taken by the City Council at this meeting and at any previous meetings, and authorizing the Mayor and City Clerk to sign all such resolutions, agreements, and ordinances

Councilmember Payton moved, seconded by Councilmember Hall to approve the above authorizations, and the motion carried: 7-0

21. Adjournment

There being no further business to come before the Council, Mayor Gates adjourned the meeting and moved into Executive Session at 7:07 p.m. The Executive Session adjourned at 8:00 p.m.

John Gates, Mayor

Jessica Diagana, Assistant City Clerk

Council Agenda Summary

March 3, 2020

Agenda Item Number 10

Key Staff Contact: Joel Hemesath, Public Works Director, 970-350-9795

Title:

Consideration of a resolution authorizing the City to enter into Amendment No. 4 of an Intergovernmental Agreement with the Colorado Department of Transportation to update the phase end date for construction of the 10th Street Access Control and Roadway Improvements Project between 23rd Avenue and 35th Avenue

Summary:

In 2004, the City of Greeley and the Colorado Department of Transportation (CDOT) completed and adopted an access control plan for 10th Street between 23rd Avenue and 35th Avenue. The plan called for private development to complete improvements as the area redeveloped; however, redevelopment was slower than expected in the corridor. To help accelerate the improvements the City applied for grant funds, which was awarded in 2012.

Those 2012 grant funds paid for the preliminary design of the entire corridor, final design of the mid-portion of the corridor, and subsequent improvements to this section of the corridor during the summer of 2014 (Phase I, at a cost of \$2.87 million.

The current phase (Phase II) of this project adds improvements at the east and west ends of 10th Street between 23rd Avenue and 35th Avenue similar to the work done in the middle section. Acquisition of the necessary property rights from 39 parcels was completed and construction began in 2019 and will continue until July 1, 2020.

The total cost of Phase II is \$5,634,482. The breakdown follows:

	Total Funding
CDOT	\$3,388,652
Greeley	\$2,245,830
Total	\$5,634,482

The original contract with CDOT for this project had an expiration date of March 5, 2020. This amendment simply extends the term of the contract by five (5) years, to March 5, 2025, updates the project end dates in the Funding Provisions, and replaces Exhibit C-4 with Exhibit C-5. The total encumbrance and budgeted funds are unchanged.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	

What fund of the City will provide Funding?		
What is the source of revenue within the fund?		
Is there grant funding for this item?		Yes
If yes, does this grant require a match?		Yes
Is this grant onetime or ongoing?		Onetime
Additional Comments:	*The grant funding requirement does not change with this IGA Amendment	

Legal Issues:

The adoption of a City Resolution is necessary to execute an Intergovernmental Agreement with the State of Colorado. This agreement was reviewed by the City Attorney's office.

Other Issues and Considerations:

None.

Applicable Council Priority and Goal:

Image: visual improvement to an unsightly corridor

Safety: traffic safety

Infrastructure & Growth: public facilities and equipment

Decision Options:

- 1) Adopt the resolution as presented; or
- 2) Amend the resolution and adopt as amended; or
- 3) Deny the resolution; or
- 4) Continue consideration of the resolution to a date certain.

Council's Recommended Action:

A motion to adopt the Resolution.

Attachments:

Resolution

Contract Amendment/IGA

THE CITY OF GREELEY, COLORADO

RESOLUTION _____, 2020

A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AMENDMENT OF AN INTERGOVERNMENTAL AGREEMENT WITH THE COLORADO DEPARTMENT OF TRANSPORTATION FOR THE 10th STREET ACCESS CONTROL AND ROADWAY IMPROVEMENTS PROJECT BETWEEN 23RD AVENUE AND 35TH AVENUE

WHEREAS, in accordance with C.R.S. §29-1-203, governments may cooperate or contract with one another to provide any function, service, or facility lawfully authorized to each of the cooperating or contracting units of government; and

WHEREAS, the City of Greeley (“the City”) and the Colorado Department of Transportation (“CDOT”) have entered into an intergovernmental agreement (“IGA”) for a Phase II project for access control and roadway improvements on 10th Street between 35th Avenue and 23rd Avenue (“the Project”); and

WHEREAS, CDOT is responsible for the general administration and supervision of the performance of projects, including the administration of federal funds pursuant to CDOT’s Stewardship Agreement with the Federal Highway Administration; and

WHEREAS, the IGA’s initial expiration date of March 5, 2020 needs to be extended to March 5, 2025 to complete the Project, leaving the total encumbrance and budgeted funds unchanged; and

WHEREAS, the City desires to comply with the applicable requirements for CDOT’s general administration and supervision of the Project through this contract, in order to obtain federal funds; and

WHEREAS, the City is adequately staffed and suitably equipped to undertake and satisfactorily complete some or all of the work on the Project; and

WHEREAS, CDOT and the City believe it will be beneficial to complete the Project to improve traffic movement and safety along the stretch of road on 10th Street from 23rd Avenue to 35th Avenue; and

WHEREAS, it is in the best interest of the citizens of the City for Council to enter into this Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO:

Section 1. The City Council hereby authorizes the City to enter into Amendment #4 of the IGA, a copy of which is attached hereto and incorporated herein as Exhibit A.

Section 2. City staff is hereby authorized to make changes and modifications to the IGA, so long as the substance of the IGA remains unchanged.

Section 3. This Resolution shall become effective immediately upon its passage, as provided by the Greeley Charter.

PASSED AND ADOPTED, SIGNED AND APPROVED THIS _____ day of _____, 2020.

ATTEST:

THE CITY OF GREELEY, COLORADO

City Clerk

Mayor

STATE OF COLORADO AMENDMENT

Amendment #: 4

Project #: AQC M570-048 (20389)

SIGNATURE AND COVER PAGE

State Agency Department of Transportation		Amendment Routing Number 18-HA4-ZH-00088-M0002
Local Agency CITY OF GREELEY		Original Agreement Routing Number 15-HA4-ZH-00129
Agreement Maximum Amount Total for all state fiscal years	\$4,093,070.00	Agreement Performance Beginning Date The later of the effective date or March 06, 2015
		Initial Agreement expiration date March 05, 2025

THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

STATE OF COLORADO Jared S. Polis, Governor Department of Transportation Shoshanna M. Lew, Executive Director _____ Stephen Harelson, P.E., Chief Engineer Date: _____	
LOCAL AGENCY CITY OF GREELEY _____ Signature _____ By: (Print Name and Title) Date: _____	LOCAL AGENCY (2 nd Signature if Necessary) _____ Signature _____ By: (Print Name and Title) Date: _____

In accordance with §24-30-202 C.R.S., this Amendment is not valid until signed and dated below by the State Controller or an authorized delegate.

STATE CONTROLLER Robert Jaros, CPA, MBA, JD By: _____ Department of Transportation Effective Date: _____
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1) PARTIES

This Amendment (the "Amendment") to the Original Agreement shown on the Signature and Cover Page for this Amendment (the "Agreement") is entered into by and between the Local Agency and the State.

2) TERMINOLOGY

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Agreement shall be construed and interpreted in accordance with the Agreement.

3) EFFECTIVE DATE AND ENFORCEABILITY

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay the Local Agency for any Work performed or expense incurred under this Amendment either before or after the Amendment term shown in **§3.B** of this Amendment

B. Amendment Term

The Parties' respective performances under this Amendment and the changes to the Agreement contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment and shall terminate on the termination of the Agreement.

4) PURPOSE

The parties entered into an agreement for 10th Street in Greeley: Phase II, the construction of roadway and pedestrian improvements along 10th Street in Greeley, Colorado. There were multiple funding sources.

5) MODIFICATIONS

The parties now desire to extend the term of the contract by five (5) years, to March 5, 2025. The parties also desire to update the Phase End Dates in the Funding Provisions and to Replace Exhibit C-4 with Exhibit C-5. The total encumbrance and total budgeted funds remain at \$4,093,070.00.

6) LIMITS OF EFFECT

This Amendment is incorporated by reference into the Agreement, and the Agreement and all prior amendments or other modifications to the Agreement, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Agreement, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Agreement or any prior modification to the Agreement, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Agreement to the extent that this Amendment specifically modifies those Special Provisions.

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EXHIBIT C-5 – FUNDING PROVISIONS**AQC M570-048 (20389)****A. Cost of Work Estimate**

The Local Agency has estimated the total cost the Work to be \$4,093,070.00, which is to be funded as follows:

1. BUDGETED FUNDS				
a. Federal Funds				
(82.79% of Participating Costs – AQC)				\$710,000.00
(82.79% of Participating Costs – STP)				\$802,742.00
(82.79% of Participating Costs – STU)				\$1,498,000.00
(82.79% of Participating Costs Rolled from 18402)				\$377,910.00
b. Local Agency Matching Funds				
(17.21% of Participating Costs)				\$625,859.00
(17.21% of Participating Costs Rolled from 18402)				\$78,559.00
TOTAL BUDGETED FUNDS				\$4,093,070.00
2. OMB UNIFORM GUIDANCE				
a. Federal Award Identification Number (FAIN):				TBD
b. Federal Award Date (also Phase Performance Start Date):				See Below
c. Amount of Federal Funds Obligated:				\$3,388,652.00
d. Total Amount of Federal Award:				\$3,388,652.00
e. Name of Federal Awarding Agency:				FHWA
f. CFDA Number – Highway Planning and Construction				CFDA 20.205
g. Is the Award for R&D?				No
h. Indirect Cost Rate (if applicable)				N/A
3. ESTIMATED PAYMENT TO LOCAL AGENCY				
a. Federal Funds Budgeted				\$3,388,652.00
b. Less Estimated Federal Share of CDOT-Incurred Costs				\$0.00
TOTAL ESTIMATED PAYMENT TO LOCAL AGENCY				\$3,388,652.00
4. FOR CDOT ENCUMBRANCE PURPOSES				
a. Total Encumbrance Amount				\$4,093,070.00
b. Less ROW Acquisition 3111 and/or ROW Relocation 3109				\$0.00
Net to be encumbered as follows:				\$4,093,070.00
WBS Element 20389.10.30	Performance Period Start*/End Date 12/16/2014 – 12/31/2018	Design	3020	\$1,009,676.00
WBS Element 20389.10.10	Performance Period Start*/End Date 04/06/2017 – 07/31/2018	ROW	3114	\$247,947.00
WBS Element 20389.20.10	Performance Period Start*/End Date 02/01/2019 – 03/31/2021	Const.	3301	\$2,835,446.00

*The Local Agency should not begin work until all three of the following are in place: 1) Phase Performance Period Start Date; 2) the execution of the document encumbering funds for the respective phase; and 3) Local Agency receipt of the official Notice to Proceed. Any work performed before these three milestones are achieved will not be reimbursable.

B. Matching Funds

The matching ratio for the federal participating funds for this Work is 82.79% federal-aid funds to 17.21% Local Agency funds, it being understood that such ratio applies only to the \$4,093,070.00 that is eligible for federal participation, it being further understood that all non-participating costs are borne by the Local Agency at 100%. If the total participating cost of performance of the Work exceeds \$4,093,070.00, and additional federal funds are made available for the Work, the Local Agency shall pay 17.21% of all such costs eligible for federal participation and 100% of all non-participating costs; if additional federal funds are not made available, the Local Agency shall pay all such excess costs. If the total participating cost of performance of the Work is less than \$4,093,070.00, then the amounts of Local Agency and federal-aid funds will be decreased in accordance with the funding ratio described herein. The performance of the Work shall be at no cost to the State.

C. Maximum Amount Payable

The maximum amount payable to the Local Agency under this Agreement shall be \$3,388,652.00 (For CDOT accounting purposes, the federal funds of \$3,388,652.00 and the Local Agency matching funds of \$704,418.00 will be encumbered for a total encumbrance of \$4,093,070.00), unless such amount is increased by an appropriate written modification to this Agreement executed before any increased cost is incurred. It is understood and agreed by the parties hereto that the total cost of the Work stated hereinbefore is the best estimate available, based on the design data as approved at the time of execution of this Agreement, and that such cost is subject to revisions (in accord with the procedure in the previous sentence) agreeable to the parties prior to bid and award.

The maximum amount payable shall be reduced without amendment when the actual amount of the Local Agency's awarded contract is less than the budgeted total of the federal participating funds and the Local Agency matching funds. The maximum amount payable shall be reduced through the execution of an Option Letter as described in Section 7. A. of this contract.

D. Single Audit Act Amendment

All state and local government and non-profit organizations receiving more than \$750,000 from all funding sources defined as federal financial assistance for Single Audit Act Amendment purposes shall comply with the audit requirements of 2 CFR part 200, subpart F (Audit Requirements) see also, 49 C.F.R. 18.20 through 18.26. The Single Audit Act Amendment requirements applicable to the Local Agency receiving federal funds are as follows:

- i. Expenditure less than \$750,000
If the Local Agency expends less than \$750,000 in Federal funds (all federal sources, not just Highway funds) in its fiscal year then this requirement does not apply.
- ii. Expenditure of \$750,000 or more-Highway Funds Only
If the Local Agency expends \$750,000 or more, in Federal funds, but only received federal Highway funds (Catalog of Federal Domestic Assistance, CFDA 20.205) then a program specific audit shall be performed. This audit will examine the "financial" procedures and processes for this program area.
- iii. Expenditure of \$750,000 or more-Multiple Funding Sources
If the Local Agency expends \$750,000 or more in Federal funds, and the Federal funds are from multiple sources (FTA, HUD, NPS, etc.) then the Single Audit Act applies, which is an audit on the entire organization/entity.
- iv. Independent CPA
Single Audit shall only be conducted by an independent CPA, not by an auditor on staff. An audit is an allowable direct or indirect cost.

Council Agenda Summary

March 3, 2020

Agenda Item Number 11

Key Staff Contact: Dale Lyman, Fire Chief, 970-350-9511

Title:

Consideration of a resolution to adopt the updated City Emergency Operations Plan

Summary:

Over the past 11 years, the City of Greeley (City) has participated in the Emergency Management Program Grant (Grant) administered by the Colorado Department of Public Safety Division of Homeland Security (CDPS). The City's participation in this Grant provides reimbursement of costs incurred by the City for the comprehensive emergency management program and enhances all hazards emergency management planning/preparedness, mitigation, response and recovery capabilities. Recently, the CDPS added a deliverable to the Grant that requires that an Emergency Operations Plan that conforms with the methodologies and standards in the Federal Emergency Management Agency (FEMA)'s Comprehensive Preparedness Guide (CPG) 101 and the National Incident Management System (NIMS) be adopted by City Council in order to be grant eligible. The updated conforming Emergency Operations Plan is presented to City Council for its consideration and adoption.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	Yes
If yes, does this grant require a match?	Yes, the amount required is currently budgeted
Is this grant onetime or ongoing?	Ongoing, as long as the State funding provides.
Additional Comments:	

Legal Issues:

None

Other Issues and Considerations:

None

Applicable Council Priority and Goal:

Safety: Manage the health, safety and welfare in a way that promotes a sense of security and well-being for residents, businesses and visitors.

Decision Options:

- 1) Adopt the resolution as presented; or
- 2) Amend the resolution and adopt as amended; or
- 3) Deny the resolution; or
- 4) Continue consideration of the resolution to a date certain.

Council's Recommended Action:

A motion to adopt the Resolution.

Attachments:

Resolution

Emergency Operations Plan

CITY OF GREELEY, COLORADO

RESOLUTION NO. _____, 2020

**A RESOLUTION OF THE CITY OF GREELEY COUNCIL TO ADOPTING
THE EMERGENCY OPERATION PLAN**

WHEREAS, the City recognizes the threat that major emergencies and disasters pose to the residents, people, and property within the City; and

WHEREAS, the Greeley Fire Department has collaborated with the State of Colorado Office of Emergency Management to develop an Emergency Operation Plan; and

WHEREAS, the receipt of grant funds from the Office of Emergency Management are conditional upon City Council's adoption of a conforming plan; and

WHEREAS, the City has enacted a conforming plan approved by the departments and mayor and ; and

WHEREAS, the Emergency Operation Plan is in the best interests of the residents of the City of Greeley

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO THAT:

Section 1. In accordance with Section 3-14 of the Charter for the City of Greeley, the City Council adopts the Emergency Operation Plan as attached hereto at "Exhibit A" and incorporated herein by this reference.

Section 2. In accordance with Section 3-14 of the Charter of the City of Greeley, this resolution shall become immediately effective upon passage.

DONE AND DATED THIS ____ DAY OF _____, 2020.

ATTEST:

CITY OF GREELEY, COLORADO

City Clerk

Mayor



All-Hazards Emergency Operations Plan

City of Greeley, Colorado
2019

All-Hazards Emergency Operations Plan - Greeley, Colorado

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All-Hazards Emergency Operations Plan - Greeley, Colorado

LETTER OF PROMULGATION

This emergency operations plan is approved and is hereby ordered published and distributed.

All City of Greeley department heads and personnel are directed to accept the responsibilities as herein assigned, develop the necessary supplemental plans and annexes as specified, and conduct the organizational planning and training necessary to implement the plan when and to the extent required.

Mayor, City of Greeley

Date

This plan is a "living plan," and will be continuously updated as conditions change. Minor changes to update facts, as approved by the Greeley City Council, will be accepted without re-promulgation.

All-Hazards Emergency Operations Plan - Greeley, Colorado



Office of Emergency Management (OEM)
1100 10th Street, Suite 307
Greeley, Colorado 80631

All-Hazards Emergency Operations Plan - Greeley, Colorado

The Basic Plan

Executive Summary

The purpose of the *City of Greeley All-Hazards Emergency Operations Plan (EOP)* is to provide general guidelines and principles for managing and coordinating the overall response and recovery activities before, during, and after major emergencies and disaster events that affect the City of Greeley. The plan's guidelines are consistent with the standards and principles of the National Incident Management System (NIMS) endorsed by the US Department of Homeland Security. The NIMS is the nationally mandated emergency management system for addressing all hazards and for integrating multiple agencies, jurisdictions, and disciplines into a coordinated disaster response and recovery.

Major emergencies and disaster incidents are unique events that present communities and emergency personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of local government. This all-hazards plan will provide a solid foundation for response to the consequences common to all disasters. Since disasters differ, it is impossible to plan for every contingency. Highly detailed operational procedures or tactical plans are not included in this EOP. The intent of this all-hazards plan is to provide Greeley officials with a basis for the coordinated management of disaster incidents so that impacts to people, property, and city services are minimized, and so that normal community conditions can be restored as quickly as possible. This all-hazards plan contains hazard-specific annexes with checklists and recommendations to support field operations.

Checklists are intended for use by the Incident Support Team (IST) members (emergency management specialists), liaisons, and other subject matter experts (SMEs) at the Emergency Operations Center (EOC). They provide, in general terms, a summary of the actions or possible actions that could be taken for each department (emergency support function) or in response to a specific hazard to avail resources or limit greater destruction and consequences.

The coordination and integration of emergency plans and procedures is an on-going process that should be collectively promoted by convening interagency meetings, formulating mutual aid agreements, and by conducting or participating in multi-agency and inter-jurisdictional emergency training exercises. These emergency plans and procedures are the responsibility of the entire City of Greeley.

AUTHORITY

- A. Robert T. Stafford Disaster Relief and Emergency Assistance Act (as amended)
- B. Post-Katrina Emergency Management Reform Act of 2006
- C. Homeland Security Presidential Directive 5, Management of Domestic Incidents
- D. Presidential Policy Directive 8 (PPD-8), National Preparedness
- E. Americans with Disabilities Act (ADA) (with the ADA Amendments Act)
- F. Colorado Disaster Emergency Act (CRS 24-33.5-700 Series)

All-Hazards Emergency Operations Plan - Greeley, Colorado

- G. Colorado Intergovernmental Agreement for EM (CRS 29-1-203)
- H. Local City of Greeley Ordinances adopting a comprehensive Emergency Management program (this Plan) and empowering the Greeley Fire Department's Office of Emergency Management (OEM)

Emergency Management Policies

- This local emergency operations plan has been developed in accordance with the requirements for local emergency planning, established under the State of Colorado Disaster Emergency Act of 1992, and also meets the requirements of other state and federal guidelines for local emergency management plans and programs. The guidelines and concepts of the Federal Emergency Management Agency (FEMA)'s Comprehensive Preparedness Guide 101 (CPG-101 Version 2) have been applied throughout the development of this document.
- The National Incident Management System / Incident Command System (NIMS / ICS) is the adopted method and organizational structure for managing emergency response operations in the field, usually at the scene of an emergency. In larger incidents, the ICS structure will be extended and supported by activation of the City of Greeley's EOC. The EOC will serve as the coordination point for supplemental resources and intergovernmental and non-governmental assistance.
- The IST is a City multi-disciplinary team that will assist and support incident commanders and unified command structures in all departments. The IST prioritizes: (1) Intra-Departmental Communication, (2) Supporting a Unified Command, (3) Consequence Management, and (4) Long-range Planning. The IST is comprised of a core group of emergency management specialists from different city departments: Public Works, Police, Water & Sewer, Fire, Communication & Engagement (C&E), Human Resources, and IT). This team can expand to include subject matter experts (SME's) and Emergency Operations Center (EOC) Liaisons from other city departments and partner agencies when necessary for a full EOC activation.
- The Emergency Manager (EM) is responsible for (a) completing regularly scheduled EOP updates and revisions, (b) developing a training and exercise program to familiarize city employees, elected officials, and partner agencies with the provisions of the EOP, (c) leading the IST, and (d) managing the EOC during full or partial activations.
- The contents of this plan are intended to provide a basis for the coordinated management of all types of emergencies and disaster events that may occur in the City. The roles and responsibilities of all county, state, and federal agencies are organized according to the Emergency Support Functions (ESFs) provided in the National Response Framework (NSF). The City of Greeley has adopted a modified EOC structure consistent with the updated NIMS. This ICS / EOC structure identifies the responsible city departments and partner agencies for

All-Hazards Emergency Operations Plan - Greeley, Colorado

disaster response and recovery. The City's department-structured EOC is fully compatible with other jurisdictions' ESF structure, to include the State of Colorado.

- City departments, divisions and other organizations included in this plan are responsible for developing and maintaining current Standard Operating Procedures (SOPs), including checklists necessary for implementing assigned duties and functions in an emergency incident or disaster.

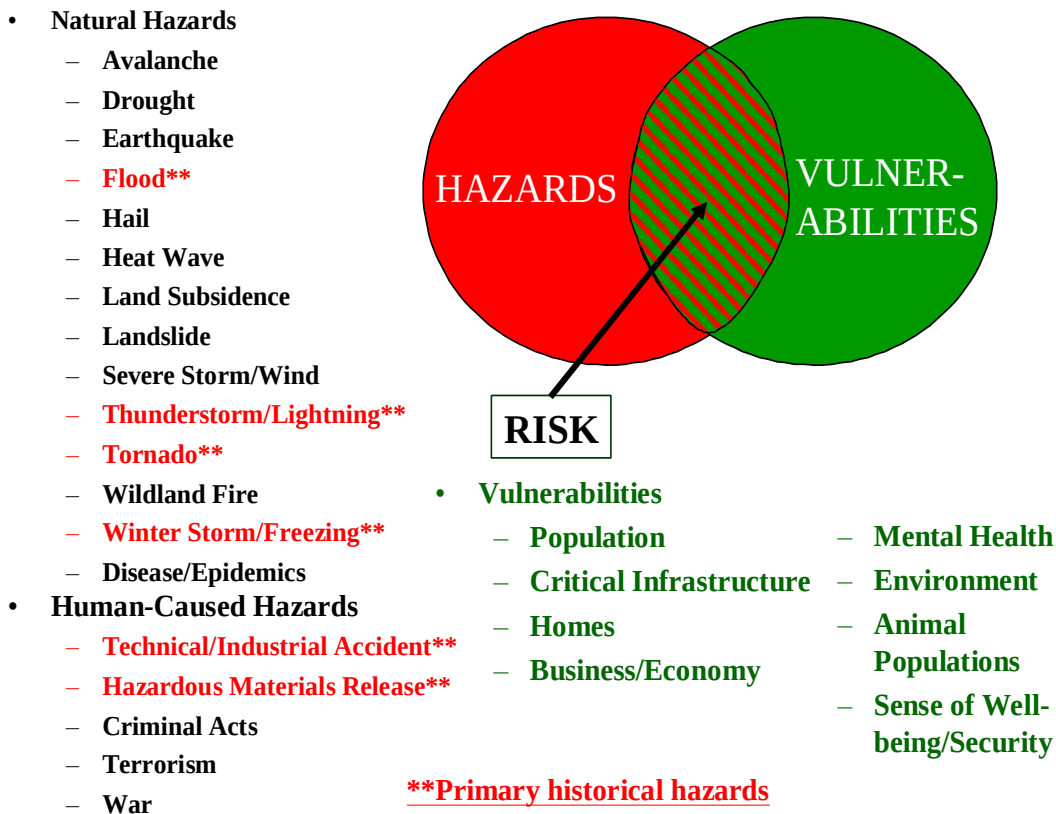
All-Hazards Emergency Operations Plan - Greeley, Colorado

Summary of Hazards, Vulnerabilities, and Risk

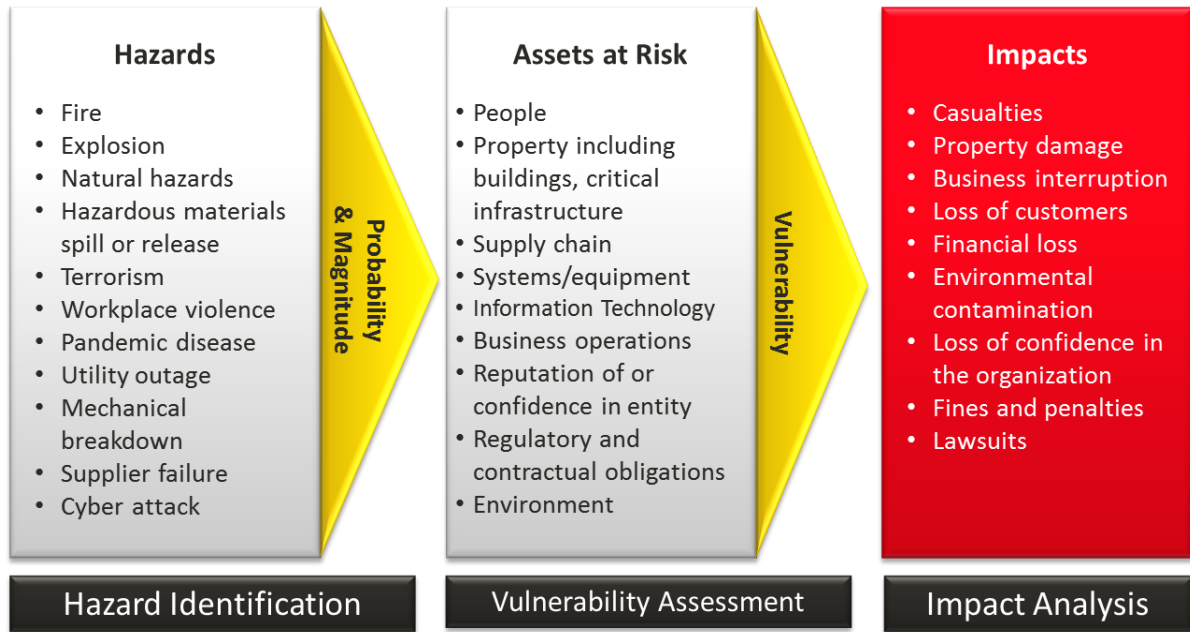
The City of Greeley is subject to a wide range of natural, human-caused, and technological hazards. This plan, which is based on the concept of all-hazards preparedness, response, and recovery - is intended to provide a flexible, effective structure that can rapidly adapt to the many variables that ultimately shape the City's response and recovery effort.

All of these hazards present some degree of risk to the Greeley community. Risk is the highly variable relationship between hazards and vulnerabilities. Risk that has not been reduced through prevention and mitigation must be addressed through effective preparedness, response, and recovery. This plan provides the general framework to identify resources, capabilities, departments, actions, and authorities for the coordination of an all-hazards response and recovery efforts made by the City of Greeley and its partner agencies.

Hazards + Vulnerability=Risk



All-Hazards Emergency Operations Plan - Greeley, Colorado



Hazards Analysis Summary

Greeley and Weld County have experienced natural disasters such as floods, wildfires, tornadoes, winter storms, technological emergencies, infrastructure failures, and hazardous material incidents. Greeley continues to be vulnerable to a multitude of hazards as are identified and discussed in the *Weld County Multi-Jurisdictional Hazard Mitigation Plan*. These include:

HIGH RISK

Hazardous Materials: Hazardous materials used in agriculture, industry, and in the home pose a daily hazard to people and the environment. Coloradoans are vulnerable to the adverse effects of accidental leakage of hazardous materials or a deliberate act using these materials. The potential for spills, leaks, ruptures and/or fires involving hazardous materials in Greeley exists primarily through transportation accidents (highway, railroad, pipeline, and aircraft). US Highway 34 and State Highway 85 are heavily traveled transportation routes which frequently carry a wide variety of hazardous materials. Storage and transfer facilities are potential sources of leakage although spills are principally attributed to human error. As a result, the time and location of a likely occurrence cannot be specifically foreseen. Planning must be directed toward a generalized and flexible response capability. Oil and gas emergencies and pipeline incidents are a major focus of the Greeley Fire Department's Community Safety Division (CSD). The City works closely with industry partners in oil and gas extraction and transportation. Weld County has over 1200 miles of pipeline underground and there are numerous oil and gas well sites within the city-limits of Greeley. See Annex (Greeley Risk Factor Rating 3.4)

All-Hazards Emergency Operations Plan - Greeley, Colorado

Drought: Even in high moisture years, Colorado rainfall does not provide a consistent, dependable water supply throughout the year. Severe drought results in devastating consequences for agriculture, forestry, wildlife management, the environment, and tourism. Northern Colorado is accustomed to extreme temperatures and severe temperature changes. (Greeley Risk Factor Rating 2.8)

Public Health Hazards: Public health hazards/emergencies, including epidemics and pandemics, have potential to cause serious illness and death in Colorado. Those with compromised immune systems due to age or underlying medical conditions are especially vulnerable. Historically, the key public health hazard in Weld County is pandemic influenza. Those Greeley residents with elevated risk are: the elderly, the young, low income families, and the homeless. See Annex (Greeley Risk Factor 2.7)

Severe Storms: Severe storms include hail, lightning, and major snow events. Hail and lightning are most prevalent in the Spring and Summer months, and have historically caused significant damage in Northern Colorado. Winter storms in Colorado are occasionally severe enough to overwhelm snow removal efforts, transportation, utilities, livestock management, and business / commercial activities. Northern Colorado is vulnerable to storms of disastrous proportions, especially along the Front Range. Greeley is more vulnerable because of larger, more complex, and interdependent services and utilities. See Annex (Greeley Risk Factor Rating 2.6)

MODERATE RISK

Flooding: Flooding, (flash and riverine) is the single greatest potential hazard to property in Colorado with an average of over 20 floods each year. In Northern Colorado, riverine flooding-caused by rapid snowmelt-usually occurs in May and June. Flash flooding, usually caused by heavy, stationary thunderstorms, most often occurs in the spring and early summer months. The damage potential is greatest along the river basins and in the floodplains along the Front Range. Areas in and below land burned by wildfire have an increased risk of flooding. See Annex (Greeley Risk Factor Rating 2.4)

Wildfires and Prairie Fires: Wildfire, both natural and human-caused, is a risk to all of Colorado. The primary risk areas in Greeley are located in the urban interface zones and dry grasslands. Drought conditions and high winds also increase risk. (Greeley Risk Factor 2.3)

Tornadoes: Tornadoes are a common threat to those who live along the Front Range and on the Eastern plains of Colorado. Weld County leads the country, having the greatest number of tornadoes in the United States. The impact of damaging tornadoes to the Greeley Metropolitan Statistical Area increases as more people and business move here. April through October is considered “tornado season,” with May and June as the greatest risk months. See Annex (Greeley Risk Factor 2.1)

All-Hazards Emergency Operations Plan - Greeley, Colorado

LOW RISK

Earthquakes: Northern Colorado is susceptible to natural and human-induced earthquakes. The Colorado Geological Survey asserts that Colorado has areas with low to moderate potential for damaging earthquakes. The presence of active faults is an indicator of potential earthquake risk. There are approximately 90 potentially active faults that have been identified in Colorado. These locations are documented on the National Earthquake Hazard Map. The largest earthquake in Colorado history (6.6 magnitude) occurred in Larimer County, 20 miles northwest of the City of Greeley. (Greeley Risk Factor 1.8)

Terrorism: Colorado is at risk for terrorism (domestic and international) and national security incidents. These incidents could take the form of threats and hoaxes, chemical, biological, radiological, nuclear, small-scale conventional weapons, high and low explosives, improvised devices, or cyber-attacks. See Annex (Greeley Risk Factor Undetermined)

All-Hazards Emergency Operations Plan - Greeley, Colorado

Concept of Operations



The City incorporates the Four Phases of Emergency Management into its all-hazards approach. The Emergency Management phases are: Preparedness, Response, Recovery, and Mitigation & Prevention. This plan is intended to apply during emergency and disaster events in the City and the surrounding area. These events are dynamic and demand a flexible, coordinated response and recovery effort tailored to the actual emergency and/or disaster. In order to effectively problem-solve, the City will involve the whole community – including but not limited to partner agencies, businesses, and other non-governmental organizations (NGOs). Proper preparation, response, recovery, mitigation, and prevention efforts will make the Greeley community more resilient.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Access and Functional Needs (AFN) Populations

The City of Greeley is committed to involving, preparing, and protecting the whole community. Historically, those with access and functional needs have been more vulnerable when disasters occur. Access and Functional Needs (AFN) populations are defined as those who may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities, live in institutionalized settings, are elderly, are children, are from diverse cultures, have limited English proficiency, are non-English speaking, or are transportation disadvantaged. An individual with a disability is defined by the Americans with Disabilities Act (ADA) as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.

The OEM prioritizes AFN populations within the community in all four phases of Emergency Management by working closely with the City's Commission on Disabilities and helping to lead the Weld County Whole Community Consortium. The OEM fosters relationships with partner agencies who service and/or support the AFN populations in Weld County, and maintains comprehensive contact and resource lists (e.g. EOP Appendix 1 Emergency Contact List and the Commission on Disabilities' AFN Resource List). The City recognizes the need to identify AFN populations and support practical solutions to their emergency needs.

The City of Greeley shall comply with applicable laws or regulations, to include those guidelines in the ADA, Title VI of the Civil Rights Act, and the Health Insurance Portability and Accountability Act (HIPAA).

Disaster Declarations

Local disaster or emergency declarations may be necessary in order to fully mobilize city, county, and state resources or to enact temporary restrictions such as curfews and price controls. A local declaration is a precondition for state emergency assistance in most cases. Per Colorado State law (CRS 24-33.5-709), the "principal executive officer" declares a "local disaster emergency." In the City of Greeley, City Council authorizes the Mayor to make the declaration. Requests for state and federal disaster assistance should be made through the Weld OEM, or directly to the Colorado Division of Homeland Security and Emergency Management (DHSEM) Regional Field Manager and/or the State Emergency Operations Center (SEOC) when appropriate.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The “Plan” Document

The City’s response and recovery will apply the principles of "scalability" embodied within the ICS and this all-hazards plan. The overall goal of this plan is to provide a clear blueprint of roles, resources, and responsibilities of city departments and our partner agencies to ensure a rapid, flexible, tailored response to any disaster event in the City and its surrounding area.

This plan provides a framework for the coordinated efforts of Greeley and its response partners at the county and state level to deal with the consequences of all-hazards emergencies and/or disasters. These consequences have been identified as:

1. Displaced people
2. Injured/ill people
3. Fatalities
4. Damaged or destroyed property
5. Loss of emergency/essential services
6. Loss of critical infrastructure
7. Economic damage
8. Environmental damage/health and safety hazards
9. Psychological damage
10. Companion animal, wildlife, or livestock issues
11. Litigation
12. Loss of confidence in public and/or private institutions

Plan Development and Maintenance

The City of Greeley’s EOP - which is maintained by the Emergency Manager (EM) - is a living document. Content can be reorganized and adapted to meet current hazards and community needs.

Review and Revision

The EM will conduct a detailed review of this Plan and make appropriate revisions when needed:

- A. As required, revisions will be made with input from affected department directors, and then circulated in draft form for review to all city departments prior to adoption.
- B. Department directors will work with the EM on any necessary changes to the EOP and on department-specific plans (e.g. C&E’s Crisis Communication Plan, Public Work’s Debris Management Plan, etc.).

Adoption and Distribution

The plan, as adopted by the City Council, enables the EM under the guidance of the City Manager, to amend the plan as needed. Following adoption and/or amendment, the EM shall be responsible for numbering and distributing the revised plan. City departments will review all revisions to the plan and develop and/or revise their respective SOPs as required.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Preparedness Assumptions

General

1. If an emergency incident or disaster occurs within the City of Greeley with little or no warning, immediate response will be required. Only trained personnel accomplishing prearranged plans and procedures will be prepared to make the coordinated efforts necessary to stabilize the incident and reduce the threats to life and/or property.
2. Publication of Emergency Declaration: Any emergency declaration by the City will be promptly and generally communicated to the public by the Communication & Engagement (C&E) Department. The EM will immediately file the declaration with the Colorado Division of Homeland Security and Emergency Management (DHSEM). The filing of an emergency declaration automatically activates this *City of Greeley All-Hazards Emergency Operations Plan (EOP)*.
3. When response to a disaster exceeds the City's capabilities, as well as mutual and county aid, assistance may be requested from the region and state. Except for routine state assistance that may normally be provided on a day-to-day basis, state or federal assistance will be requested through Weld County OEM, the DHSEM Field Manager for Northeast Colorado, and/or the SEOC as appropriate.
4. This EOP is based on the concept that the City of Greeley Incident Support Team (IST) or a fully-activated Emergency Operations Center (EOC) will generally parallel the normal operations of all city departments. Pre-designated emergency management specialists from designated city departments will work on the IST to support departments that need specific assistance in smaller incidents and they will lead in the EOC for larger incidents.
5. The City Manager may (a) determine that day-to-day functions of the City that do not contribute to emergency response and/or recovery operations may be suspended for the duration of the response or recovery period, or until he/she deems appropriate; and (b) redirect resources normally required for day-to-day city operations to accomplish emergency tasks. These tasks will prioritize: (1) Saving Lives, (2) Stabilizing the Incident, and (3) Preserving Property and the Environment.
6. The IST, EOC, and EOP may be activated fully, or in part, by the City Manager, the EM, or their designees as warranted. A Department Director or their designee, to include fire department and police department command staff members, may request an IST / EOC activation. IST Activation Levels will be discussed further in the EOC Management / Incident Support section of this plan.
7. A protocol will be established to request the activation of the IST. This protocol will involve contacting the EM directly during regular business hours. After hours, staff will contact Dispatch at the Weld County Regional Communications Center (WCRCC) or call the On-Duty Battalion Chief telephone number.

All-Hazards Emergency Operations Plan - Greeley, Colorado

8. The duties and responsibilities for the emergency operations of each city department and partner agency are outlined in this plan.
9. Tasks, activities, or operations in any functional area which lend themselves to definitive or standardized guidelines may be set forth in department-specific SOPs. Checklists are appropriate when a sequence of actions is critical or actions must be verified in incident response and recovery.
10. Departments, offices, partner agencies, and other organizations with responsibilities identified in this plan are responsible for ensuring that their staffs are familiar with provisions of the plan and are adequately trained to carry-out emergency assignments. Staff participation in periodic exercises provides the best opportunities for refining plans and procedures in preparation for actual disaster and emergency events. Multi-department, multi-agency, and multi-jurisdictional exercises will be coordinated by the EM.
11. The EM will provide for regular exercises and training sessions to ensure that provisions of the plan are well understood by all departments and offices with assigned responsibilities and that they are proficient in carrying out associated duties and tasks.
12. Departments with emergency responsibilities will ensure that their personnel are properly trained and familiar with this plan, its annexes, and individual department SOPs (or department-specific policies and procedures) so they are capable of implementing them in a timely and effective manner.
13. As a participant in the State of Colorado Mutual Aid Agreement (an Intergovernmental Agreement (IGA) signed by the City of Greeley in 2004), and as a member of the Colorado DHSEM's Northeast All-Hazards Region (NEAHR) located north of the Denver Metropolitan area, the City of Greeley may become a reception area. Evacuees from a major disaster in another part of Colorado will need care and shelter and the city may be called upon to provide assistance as appropriate.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Continuity of Government

1. Lines of Succession

The City of Greeley will provide continued government and services through all phases of an emergency incident or disaster. In the event that any key member of government (elected official) is unavailable, overall responsibility for leading will pass along the following line of succession:

- City Mayor
- Mayor Pro Tem
- Councilmember
- Councilmember
- Councilmember
- Councilmember
- Councilmember

List to be amended annually by the Mayor as required by the City Charter.

2. Facilities and Services

All City of Greeley Department Directors shall have alternate leadership designated and lines of succession addressed in the *City of Greeley Continuity of Operations Plan (COOP)* and their own department SOPs. They will assure continuity of their department operations as well as assigning personnel to adequately staff or support the IST and/or the EOC, if 24 hour emergency operations are required. Their plans will include:

- A. Identification of priority services (critical and essential functions).
- B. Identification of back-up systems and procedures.
- C. Assignment of emergency personnel to the IST and/or EOC.
- D. Protection of important City records and official documents.
- E. Identification of alternate facilities and a relocation strategy.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Emergency Operations Center (EOC) Management

EOC Management & Incident Support via the Incident Support Team (IST) at the EOC

1. The City Manager has overall responsibility and command of all city operations and resources during disaster situations.
2. The EM will act as coordinator for the City Manager, leading the IST and supporting city departments and partner agencies working at the EOC. The EM will ensure messages, information, and data are kept current and that written/electronic communications are processed in a timely manner. Emergency status, incident objectives, damage assessment, and other pertinent incident information and situational awareness will be displayed in the EOC.
3. Each department or agency operating within the EOC will maintain a detailed log (ICS Form 214, Team Messaging, or other Electronic documentation) of actions including date, time, situation, action required, response taken or directed, and any other information of operational value. This information will be used in establishing cost or settlement of claims during the recovery phase of the event. Careful and thorough documentation is essential and the responsibility of all personnel participating in an emergency response and disaster recovery.
4. The NIMS and ICS will be utilized by all response agencies and the IST at the EOC.

Emergency Operations Center (EOC)	Alternate Emergency Operations Center (AEOC)
Greeley Fire Department Headquarters Station #1 Nusbaum Training Room 1155 10 th Avenue, Greeley, CO 80631	Greeley Police Department Kent Donahue Community Room 2875 10 th Street, Greeley, CO 80634

5. The primary EOC is located at Greeley Fire Station #1 and the alternate EOC location is at the Greeley Police Department.
6. The Policy Group will convene in the Greeley Fire Station #1 Conference Room, in the hallway north of the primary EOC.
7. When necessary, a Joint Information Center (JIC) will be set-up in the west bay of Greeley Fire Station #1, and press conferences and community meetings will be held in locations designated in C&E's *Crisis Communication Plan*.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Incident Support Team (IST)

Activation Levels:

(1) Awareness

Following notification of a potential event in or adjacent to the City, the IST will elevate its level of readiness. The EOC will be in a readiness phase, and the EM will notify the IST members and department directors of the event or potential event. Pre-designated IST personnel will be placed on stand-by. Normal city operations will remain in effect. The EOC may be activated (staffing levels will be determined by the EM, or his/her designee). Some emergency public information may be disseminated by Police or Fire Department Public Information Officers (PIOs) or the Communication & Engagement (C&E) Department.

(2) Core (IST) Activation

This is a limited activation status where a department director or his/her designee has determined that support is necessary to continue to provide an acceptable level of customer service to the citizens of Greeley. An incident of a limited impact has occurred, is occurring, or will occur. The EOC has been stood-up, and the primary members of the IST are activated. The primary IST members represent OEM, C&E, Fire, Police, Public Works, Information Technology (IT), Water & Sewer, and Human Resources (Safety/Risk Management). The EM notifies all Department Directors and the City Manager's Office. Possible actions initiated during this period include: activate and appropriately staff the EOC; establish and maintain communications with all affected city departments, partner agencies and mutual aid entities; warn community and evacuate if necessary; redirect city resources to support emergency response operations; notify area hospitals; request mutual aid; request assistance from the American Red Cross, Salvation Army, and other NGO's as appropriate; keep key management personnel apprised with situation reports; and notify Weld County OEM and Colorado DHSEM of the situation.

(3) Full EOC Activation

All City Departments are notified of a full activation. The EOC is fully staffed with IST members, EOC liaisons, and subject matter experts (SMEs) from all departments when an emergency or disaster is of such magnitude that it has or may cause: casualties or fatalities, major damage to buildings and structures, and/or infrastructure damage. A full activation should be considered when a major incident threatens the continuity of City of Greeley operations. Actions taken during this period include, but are not limited to: consequence management and strategic planning; resource requests to Weld OEM and the State of Colorado; assembling the Policy Group; initiating or updating emergency public information; considering emergency declarations; dispatching damage assessment teams; requesting aid from partner agencies as needed; and beginning recovery efforts.

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(4) Recovery

This is the formal recovery phase, but recovery activities should commence during incident or disaster response. During the recovery period, actions include: coordinate recovery operations through the EOC; assess damage; initiate actions for immediate and/or long-term recovery; commence mitigation activities; foster Policy Group and financial meetings; review disaster declarations and documentation; coordinate with the county, state, and federal levels of government for aid and resources.

EOC Jurisdictional Distinctions

Disasters or other emergencies do not by nature confine themselves within specific jurisdictions. This plan recognizes that potential and adheres to the cooperative emergency response principals referred to in the NIMS. Potential emergencies or disasters requiring timely response within this city may occur within one of the following types of jurisdictional areas.

If one or more hazard threats occur and are confined to the incorporated city limits, the incident will be managed through the City's EOC. To ensure that early awareness of the situation occurs for possible resource assistance purposes, the City EM hierarchy -Fire Chief and City Manager- will always be advised and kept current as potential or actual emergency incidents or disasters progress.

If one or more of the hazard threats directly impacts two or more jurisdictions, the incident shall be managed from the EOC of each respective jurisdiction. Additionally, the City will provide a representative liaison to the Weld County EOC for composite decision-making requirements. A designated representative (liaison) will actively participate in the decisions at the Weld County EOC having direct (jurisdictional) impacts on the City of Greeley. Cooperative management principals defined in the NIMS such as Area Command and Unified Command shall be utilized.

Emergency Operations Center (EOC), and the Policy Group

1. Activation of the EOC will follow a graduated procedure. The initial activation will be for the City's IST. The EM will recognize the need for a higher level of coordination. The expanding incident(s) in or adjacent to the City are recognized as significant and may require a full EOC activation for support, coordination, consequence management, and/or strategic planning.
2. The EOC will be staffed as appropriate for the incident or local disaster emergency.
3. The City's IST includes: OEM, C&E, Fire, Police, Public Works, Water & Sewer, IT, Human Resources (Safety/Risk Management), and other partner agencies as appropriate.
4. As an incident grows and the need for additional personnel or resources increases, the EOC will be additionally staffed as appropriate. The EOC will assume overall control of all city

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response and recovery efforts and the EM will coordinate with the field Incident Commander (IC) or Unified Command (UC). The EOC will perform the ICS functions of Operational Period Planning, Logistics, and Finance/Administration. The on-scene IC/UC will perform the ICS function of Operations and on-scene short-term or tactical planning.

5. The Greeley EOC Policy Group (Emergency Management Board (EMB)), will convene as needed at the request of the City Manager or his/her designee.
6. The Greeley EOC Policy Group will generally be comprised of:
 - 1) City Manager
 - 2) Emergency Manager
 - 3) City Attorney
 - 4) Fire Chief
 - 6) Police Chief
 - 7) Other affected department directors
 - 8) Designees when appropriate
7. In a Post Disaster Declaration situation, the City Manager may invite the Mayor to join the Policy Group.

Incident Support Team (IST) and Lead City Departments

Historically, the Emergency Support Functions (ESFs) provided a common framework for all-hazards response and recovery. The City of Greeley, recognizing that multi-disciplinary problem-solving is more effective and all city departments are responsible for emergency management, now uses an IST concept and a departmental structure in the City's EOC. The IST is a multi-disciplinary group comprised of emergency management specialists from designated city departments (trained in ICS and emergency management processes) and other subject matter experts (SME's) as needed. The EM is responsible for the overall coordination of the IST and management of the EOC.

The departmental-structured EOC activities will support the ICS and be in response to specific resource requests from the Incident Commander (IC) or Unified Command (UC). All of the functions described in this section are potentially active EOC operations in the event of a large disaster or protracted government relief effort.

The attached chart on Page 22 identifies the Lead (Primary) and Support city departments and outside partner agencies that have been identified for each ESF, consistent with the National Response Framework (NRF). It is the responsibility of the Lead (L) city department to meet the roles and responsibilities assigned. Although the EOP designates the lead department or agency, this role may be shifted to meet the operational needs of response and recovery efforts. All city departments and partner agencies will remain involved in support roles as needed.

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The **green highlighted** departments are the Core group for the City's IST.

National Response Framework (NRF)'s Emergency Support Functions (ESFs)	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5	ESF 6	ESF 7	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15
City Department or Partner Agency	Transportation	Telecommunications & IT	Public Works & Engineering	Firefighting	Emergency Management	Mass Care/Housing & Human Services	Resources & Logistics	EMS, Hospitals & Public Health	Search & Rescue	Oil & Hazardous Materials	Agriculture and Natural Res.	Energy	Public Safety & Security	Long Term Recovery & Mitigation	External Affairs
Office of Emergency Management (OEM)					L		S			S	L		S	L	S
City Attorney's Office	S		S		S	S				S			S	S	S
City Clerk's Office					S	S	S								S
City Manager's Office					S		S							S	S
Community Development			S		S									S	S
Comm. & Engagement (C&E)					S								S		L
Culture, Parks & Rec (CPR)	S				S	L							S	S	S
Finance	S	S	S	S	S	S	L	S	S	S	S	S	S	S	S
Greeley Fire Dept. (GFD)				L	S			L	L	L			S	S	S
Human Resources					S	S	S	S					S		S
Information Technology (IT)		L			S								S		S
Municipal Judge					S								S		
Greeley Police Dept. (GPD)					S				S		S		L		S
Public Works	L		L		S							L		S	
Water & Sewer			S	S	S			S				S			S
Univ. of Northern Colorado						S									S
A.R.E.S.		S			S										S
233 rd Space Group -CO ANG	S	S		S	S					S			S		
American Red Cross					S	S	S								
Greeley-Weld Co Airport				S			S			S					
ATMOS and Xcel Energy												S			
Civil Air Patrol (CAP)		S							S						
NCMC and UC Health Med								S							
Salvation Army				S	S	S					S				
Weld County Public Health								S							
Banner Health Paramedics								S							
Weld School District 6	S					S									
Aims Community College						S									
Immigrant & Refugee Center															S
United Way 211					S	S	S							S	S
L = Lead Department															
S = Supporting Department															

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Lead Department / Office and Primary Responsibilities

Office of Emergency Management (OEM) in the Greeley Fire Dept.	Emergency Management
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Provide for the overall management and coordination of the City's emergency operations in support of the local response. Maintain and activate the EOC as needed. Collect, analyze, and disseminate critical information on emergency operations for decision making purposes. Identify the roles and responsibilities of city department and partner agencies. Coordinate mutual aid, or regional, state, and federal assistance.

Office of Emergency Management (OEM) in the Greeley Fire Dept.	Long Term Recovery & Mitigation
---	--

Ensure that procedures and experts are available to provide preliminary damage estimates and descriptions. Estimates of the extent of damage should be based on observations by engineers and inspectors on damage assessment teams; assessments will determine the need for a city and/or county "local disaster emergency" declaration. Coordinate with city planners and community development experts for a long-term recovery strategy.

Office of Emergency Management (OEM) in the Greeley Fire Dept.	Animal Issues (Agricultural & Natural Resources)
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Coordinate with the City and County Animal Control Officers (ACO's), Colorado Department of Agriculture (CDA) (State Veterinarian's Office), Colorado Division of Parks and Wildlife (CPW), and other NGOs for the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of companion animals, livestock, and wildlife impacted by disasters or foreign animal disease (FAD).

Greeley Fire Department	Firefighting
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Provide for the mobilization, deployment, and coordination of all firefighting resources to combat urban, interface, and wildland (i.e. prairie and agricultural land) incidents.

Greeley Fire Department	Search & Rescue
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Provide resources for ground, water, and airborne activities to locate, identify and remove from a stricken area, persons lost or trapped in buildings, vehicles, and other structures. Provide for specialized emergency and rescue operations.

Greeley Fire Department	Hazardous Materials (Hazmat)
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Provide response, inspection, containment, decontamination, and mitigation of hazardous materials accidents or releases. Coordinate oversight of clean-up and removal with state.

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Greeley Fire Department	Emergency Medical Services
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Coordinate on-scene triage, first aid, life support, and transportation of the injured. Coordinate with Banner Health Paramedic Services and local hospitals to ensure timely and appropriate delivery of injured to primary care facilities. Initiate Mass Casualty Incident (MCI) response plan as appropriate. Associated areas of concern include: public health, mental health, and fatalities management.

Greeley Police Department	Public Safety and Security
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Provide for the protection of life and property by enforcing laws, orders, and regulations. Provide for the timely and appropriate decision to evacuate and initiate the movement of persons from threatened or hazardous areas. Provide scene security, and traffic or access control. Coordinate the designation and implementation of effective traffic management to ensure safety and the expedient access of response resources.

Communication & Engagement (C&E)	Public Information (External Affairs)
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Provide for effective collection, review, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance (timely, accurate, and informative). Coordinate efforts to minimize misinformation during an emergency incident and/or disaster.

Public Works	Transportation
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Provide for coordination, control, and allocation of transportation assets in support of the movement of emergency resources, including the evacuation of people and the redistribution of food and fuel supplies.

Public Works	Public Works & Engineering
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Evaluate, maintain, and restore public roads, bridges, and drainage. Support private utility company access in support of the restoration of non-publicly owned critical infrastructure that supports public needs and purposes (e.g. electrical, natural gas, communications, etc.).

Public Works	Energy & Critical Infrastructure
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Provide for the rapid restoration of emergency and government services, and publicly held critical infrastructures (i.e. utilities). Support the restoration of non-publicly owned critical infrastructure. Coordinate the distribution of emergency power and fuel when necessary.

Information Technology (IT)	Computer and Telephone Support (Communications)
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Provide communications, IT support, and data products to response and recovery efforts of first responders, city departments, and assisting or outside partner agencies.

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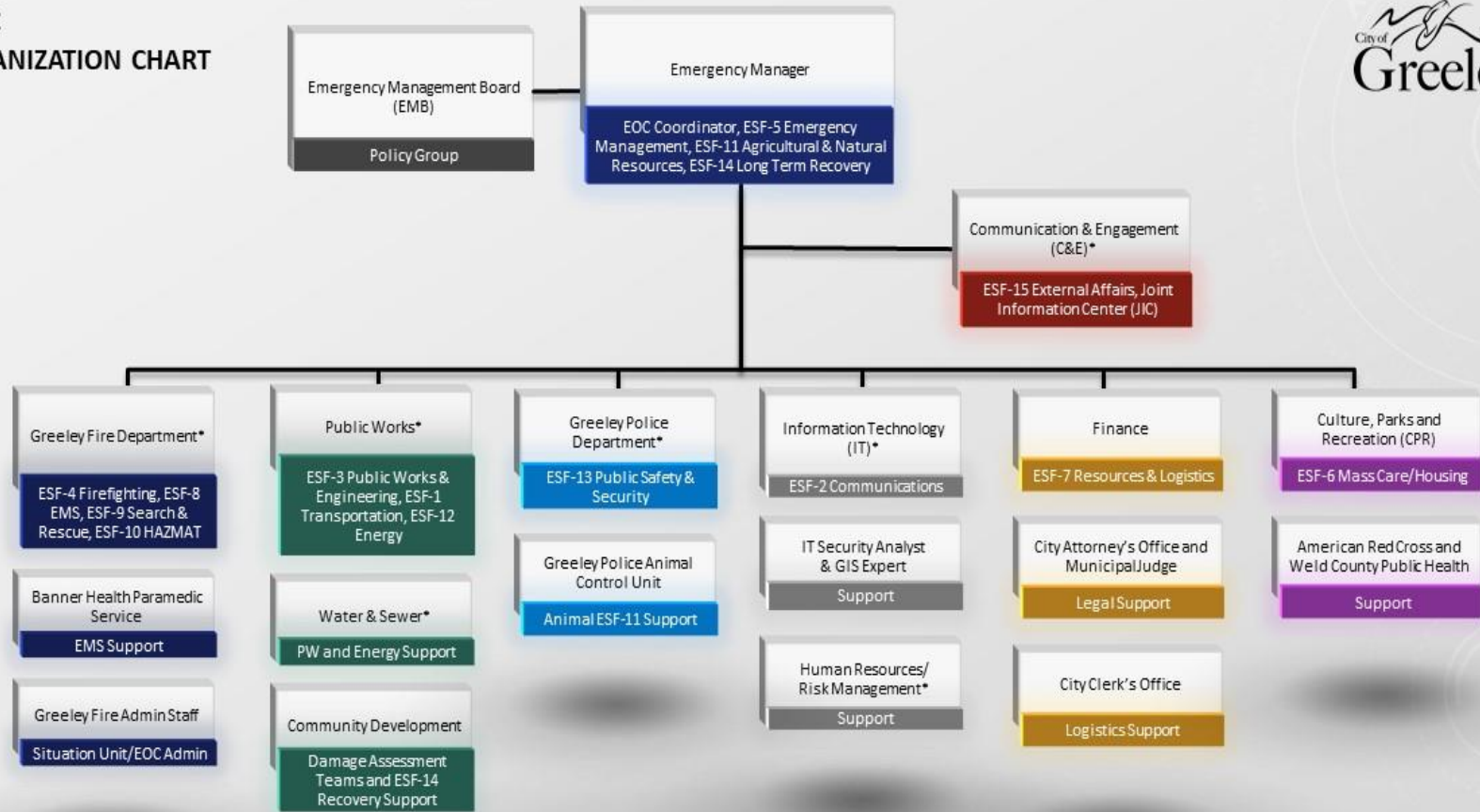
Finance	Resources & Logistics
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Secure resources (resource ordering) through mutual aid agreements, volunteer organizations, and procurement procedures for all city departments or partner agencies, as needed. Provide coordination and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief and recovery operations. Support effective reception and integration of augmentation resources.

Culture, Parks, and Recreation (CPR)	Mass Care / Housing & Human Services
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Manage and coordinate sheltering, feeding, and other basic aid for disaster victims. Provide temporary housing, food, clothing, and special assistance in situations that do not warrant mass care. This assistance may continue after the emergency response phase of the incident. Assist in coordinating and managing volunteer resources with NGOs (e.g. American Red Cross, Salvation Army) as related to sheltering and feeding operations. Recognize AFN issues and coordinate with OEM.

E.O.C ORGANIZATION CHART



* Denotes a city department represented on the City of Greeley Incident Support Team (IST)

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Organization and Assignments of Roles and Responsibilities

Most of the departments and agencies within local government have emergency functions in addition to their normal operations. Each city department or partner agency is responsible for developing and maintaining its own emergency management procedures within its own SOPs.

- General responsibilities are outlined in this section of this plan.
- Specific responsibilities and/or tasks in the EOC are outlined in Annex A of this plan.
- Various organizations -referred to as partner agencies- that are not a part of local government are also listed.

Executive Management and Policy

1. Mayor and/or Greeley City Council

As the Chief Executive and Governing Body in the City, the Mayor and/or the City Council are responsible for:

- A. Ensuring implementation of this plan (through the City Manager), all or in part, as the situation requires.
- B. Managing and supporting all City departments before, during, and after a disaster, through the Emergency Management Board (EMB).
- C. Monitoring the status of mutual aid agreements.
- D. Implementing an emergency public information program and coordinating with the City's C&E Department for all public information announcements.
- E. Issuing official orders or public proclamations relative to the local disaster emergency through the EMB, such as: evacuation directives, establishment of curfews, and requests for price controls.
- F. Issuing the formal declaration of a city emergency or local disaster emergency.
- G. Issuing formal requests to the Governor's office through the Colorado Division of Homeland Security and Emergency Management (DHSEM) for the declaration of a state emergency - for the purposes of obtaining state and/or federal assistance.
- H. Establishing policy with the City Manager for expenditure of funds and for the management of distribution of resources during the emergency.
- I. Approving and committing City resources and funds for disaster or emergency purposes.

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2. City of Greeley Emergency Management Board (EMB) (Policy Group)

The EMB will develop policy measures relating to emergency management and commitment of resources, and advise the Greeley City Council in case of an emergency. The board members are senior level officials and referred to as the Policy Group while in the EOC. The EMB (Policy Group) will be comprised of the City Manager, Emergency Manager, Fire Chief, Police Chief, City Attorney, and other affected department directors and designees as appropriate.

As the primary advisory board to the City Council, the EMB will:

- A. Provide general oversight to the IST and develop critical strategies to stabilize an emergency incident and/or disaster to expedite transitioning to a recovery phase.
- B. Monitor and support operations of city departments and partner agencies during all phases of the incident or local disaster emergency.
- C. Monitor and support implementation of this plan and mutual aid agreements.
- D. Issue public orders and directives (via the C&E Department and Mayor) on emergency matters such as evacuations and movements to shelters.
- E. Monitor and support the ICS.
- F. Support the needs of the C&E Department for external affairs.
- G. Implement policy for emergency funding, control of expenditures, and allocation of resources to achieve optimum utilization.
- H. Evaluate the disaster emergency in terms of the need for a local disaster declaration, and advising the Mayor and City Council.

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The Mayor and City Council, as Chief Executive and Governing Body will:

- Enact ordinances that authorize the City Manager to initiate all actions necessary to develop an EOP and to implement all or part of the plan prior to, during, and after an emergency or disaster to protect the lives and property of the citizens of Greeley.
- Approve an annual budget to include the authorization of expenditures during major emergencies and/or disasters.
- Direct and oversee the implementation of the provisions of this EOP, all or in part, as the potential, or actual, emergency/disaster situation develops.
- Ensure the early development of an initial situational status through the use of the National Incident Management System (NIMS), the continuous update of the status thereafter, policy decisions on matters not covered in the EOP, and the support of timely information exchange with other intra-and inter-county jurisdictions or agencies and with the state emergency management structure (Weld County Multi-Agency Coordination (MAC) Group, DHSEM Field Manager, etc.).
- Issue timely public proclamations and emergency / disaster declarations, as appropriate to the situation.

The City Manager will:

- Direct the EM to implement the EOP, all or in part, as the situation requires.
- Manage and support all city departments before, during, and after an emergency or disaster.
- Implement an emergency public notification and warning system with the City's OEM and C&E Department.
- Assist the Mayor and City Council in issuing of a local disaster declaration.
- Establish a policy for expenditures and allocations of funds with the EMB.
- Support the City Clerk's plan to ensure that all important records and official documents are identified and protected in an emergency incident and/or disaster.
- Issue directives to City departments and personnel reference changes in normal work schedules and duties, temporary reassignments, and the employment of temporary workers as needed.
- If unavailable, provide a designee (e.g. Assistant City Manager) to the EMB or Policy Group in the EOC.

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The Emergency Manager will:

Act as the local disaster expert, coordinator, and principal advisor to the City Manager, EMB, Mayor, and City prior to, during, and following potential or actual, emergency incidents and disasters.

- Develop internal procedures for, and oversee the operation of the city's IST and EOC; maintain contact with other appropriate emergency management offices and facilities (e.g. incident command posts, JICs, city EOCs, county EOCs, and the SEOC), when activated.
- Keep the City Manager, Mayor, and City Council apprised of the overall readiness of the City to respond to recognized hazard threats.
- Lead the IST and be accountable for its training and operation.
- Coordinate the compilation and presentation of requests to state and federal government for disaster relief assistance.
- Function as overall coordinator of emergency/disaster response and recovery operations until normal government operations can be resumed.
- Evaluate the need for an emergency and/or local disaster declaration and advise the City Manager.
- Prepare an EOP for the City and conduct training exercises necessary for maintaining and improving the response capabilities of all elements of the City.
- Conduct necessary studies and surveys of private and local government resources, industries, and facilities to determine their emergency preparedness and posture, and negotiate agreements for their effective utilization during major emergencies or disasters.
- Establish and facilitate a cooperative working group for disaster planning, operations, and training exercises with local military installations, public utilities, welfare agencies, public and private agencies, and emergency preparedness/management directors of other local and regional political jurisdictions to enhance the integrated emergency management system.
- Develop an Emergency Alert System (EAS) and Public Notification & Warning access and use plan with the C&E Department.
- Obtain the assistance of Amateur Radio Emergency Service (ARES) personnel in establishing a back-up communications network.
- Represent the City, as directed, on matters relating to Emergency Management.
- Carry out all instructions issued by the City Manager and Fire Chief.
- Maintain an on-going dialogue with the region's Colorado DHSEM Field Manager prior to, during, and following a potential, or actual, emergency incident and/or disaster situation.

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City Department Director Responsibilities

General

- City department directors or their designee will notify the Office of Emergency Management (OEM) of any information regarding possible or pending incidents and disasters.
- All city departments are mandated under the authority of this plan to carry out assigned activities related to mitigating the effects of a major emergency or disaster and to cooperate fully with each other, the OEM, and other political subdivisions in providing emergency assistance.
- Each city department will develop and maintain current its own internal procedures and checklists necessary for accomplishing assigned tasks. Department plans may delegate authority and assign responsibility to personnel and work groups of the department. Such department-specific plans and checklists should be written to be consistent with this plan.
- City departments retain administrative control of their personnel and equipment when tasked to support other City departments or local jurisdictions.
- City departments will maintain detailed logs of personnel and other costs for possible reimbursement.
- All city departments, within their authority, may monitor and coordinate with their county, state, or federal counterparts during the implementation of emergency assistance programs in Greeley. This occurs within the EOC formal communications system and will be tracked on unit logs.
- In addition to assigned functional responsibilities, all departments will take the following general actions, as appropriate and in accordance with the phases of emergency operations:

(1) Preparedness and Prevention Stages

- a) Designate employees to work on the City IST or appoint an EOC Liaison (with a minimum of two alternates) to act on behalf of the department and provide representation at the EOC during activations and exercises. IST members and EOC Liaisons will be empowered to make decisions and allocate resources in providing operational and technical support to other City departments or partner agencies, prioritizing: 1) Saving Lives, 2) Stabilizing the Incident, and 3) Preserving Property and the Environment. The IST members, EOC Liaisons, and other subject matter experts (SMEs) will track all actions taken by their department. Names and 24-hour contact phone numbers will be furnished to the EM.
- b) Develop and maintain department plans, SOPs, and checklists that describe in detail how the department will implement its assigned responsibilities. Instructions will be included for notification of key personnel, setting up 24-

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hour shifts and other appropriate measures. Plans and checklists will be written to be consistent with this plan.

- c) Departments that have a lead role in an emergency will develop and maintain the appropriate preparedness and response policies that will coexist with this plan.
- d) Maintain a current resource database of all departmental equipment, specialty personnel, and materials available to perform assigned functions.
- e) Ensure that all personnel assigned specific functional responsibilities in support of this plan are adequately trained and prepared to assume those responsibilities.
- f) Coordinate plans, procedures, and preparations with participating federal, state, local, private, and volunteer agencies. As appropriate, enter into working agreements with these agencies in order to promote effective and efficient emergency response and relief efforts.
- g) Coordinate the release of departmental emergency public information through the C&E Department and OEM (in a Joint Information System), or via a JIC if one is activated.
- (h) Ensure that all staff are trained to appropriate levels in the National Incident Management System (NIMS) per the 2020 City's *NIMS Compliance Plan*, and they can function in their assigned roles in the ICS and/or at the EOC.

(2) Response Stage

- a) Implement departmental emergency plans and department-specific SOPs, as appropriate and when requested by the EM.
- b) Alert personnel and mobilize resources in affected and adjacent areas.
- c) Upon request, provide IST members, EOC Liaisons, and SMEs.
- d) Coordinate emergency response activities with local, state, federal and other agencies through the IST at the EOC, when activated.
- e) Coordinate the release of departmental emergency public information through the C&E Department and OEM, or the JIC if one is activated.
- f) Assist in assessing damages to any city-owned facility or property under departmental jurisdiction and reporting it to the IST / EOC.
- g) Record all costs incurred in carrying out emergency operations and report them to the Finance Department experts (Logistics Section) at the EOC. Best practices must be followed on all financial/logistical record keeping.

(3) Initial Recovery Stage

- a) Upon request, provide personnel, equipment and other required resources to support initial recovery operations.

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City of Greeley Department Directors:

The Fire Chief will:

- Provide incident management for those hazard threats identified in this plan, and to other unidentified threats and disaster emergencies when necessary and appropriate.
- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Conduct regularly assigned fire protection, suppression, and control activities; perform assistance/support roles as outlined in established mutual aid agreements.
- Direct and conduct search and rescue activities within the City.
- Provide SMEs for hazardous materials mitigation and response (i.e. GFD's Regional Hazardous Materials Response Team (HMRT)).
- Assign the Regional HMRT to decontamination / assistance missions when necessary.
- Establish and maintain the Greeley Emergency Medical Services (GEMS) plan.
- Maintain a multi-departmental (public safety) drone program to support disaster response and recovery with OEM.
- Provide representation on the IST, to include SMEs for: emergency management, fire suppression, fire investigation, hazardous materials, EMS, wildland firefighting, and documentation.

The Police Chief will:

- Establish and maintain law and order within the City.
- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Update the Greeley Police Department General Orders 700-705 and the police department's Patrol Manual as needed.
- Coordinate evacuation of persons who are or may be threatened by an imminent emergency/disaster.
- Design and implement (when appropriate): secure perimeters, traffic control plans, road closures, and evacuation routes.
- Establish mutual aid agreements with local jurisdictions.
- Establish a methodology to govern the admission of persons and/or vehicles into secured buildings and areas within the emergency/disaster area.
- Designate personnel to deal with all arrestee / prisoner issues in the event that the Weld County Jail is unavailable for housing. (In the event the Weld County Jail

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is damaged and the safety of the public and/or prisoners is threatened, the Weld County Sheriff's Office (WCSO) will be responsible for relocating prisoners in its custody).

- Coordinate with the WCSO, Colorado State Patrol (CSP), and other law enforcement agencies in providing riot control, when necessary.
- Provide assistance in crisis counseling and reunification plan activation with Victim Advocate professionals.
- Provide representation, technical support (e.g. surveillance cameras, drones, etc.), and SMEs to the IST.

The Public Works Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Provide emergency traffic engineering and control measures to include signalization, barricading and maintenance of emergency traffic routes in coordination with police and fire personnel.
- Coordinate clearing of major thoroughfares and removal of debris, including but not limited to demolition of dangerous and unsafe buildings – in accordance with the Public Works Department's *Debris Management Plan*.
- Conduct regularly assigned functions; maintain routes, facilities, and equipment in an operational mode.
- Provide materials, equipment, and/or personnel for the emergency maintenance and/or restoration of basic services to the public under the direction of the EM; and coordinate with outside services (private sector / third party vendors), where appropriate.
- Coordinate damage assessment activities by engineers and other public works experts - in conjunction with the Community Development Department.
- Keep designated routes passable during winter storm conditions – in accordance with the Public Works Department's *Snow and Ice Control Plan*.
- Provide transportation for city personnel, equipment, and supplies.
- Provide emergency transportation to move residents to shelters when necessary.
- Working with the purchasing function within the Finance Department, ensure emergency contracting procedures are in place (e.g. equipment rentals, SMEs).
- Maintain agreements and coordinate with private contractors / third party vendors for emergency construction and/or debris removal.
- Update Department / Division resource lists for OEM.
- Provide representation on the IST.

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The Water & Sewer Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Provide experts and appropriate resources that will initiate emergency shut-down of water and sewer services and locate emergency sources of potable water for essential City relief and recovery activities.
- Lead and coordinate essential infrastructure repairs on the water and sewer systems.
- Ensure there are processes to decontaminate the City's water system.
- Direct regularly assigned functions relating to the provision and maintenance of the water and sewer service for the city.
- Update Department / Division resource lists for OEM.
- Provide engineers and other experts for damage assessment teams - working with the Community Development and Public Works Departments.
- Provide representation on the IST.

The City Attorney and Municipal Judge will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City for their respective departments.
- Provide legal counsel and representation to the City Manager, Mayor, Council, Boards, Commissions, and departments in the conduct of official business.
- Prepare emergency/disaster declarations, emergency ordinances, and delegations of authority ("local disaster emergency" per CRS 24-33.5-709).
- Provide interpretation of federal and state regulations that relate to emergencies and disasters.
- Assist law enforcement, and participate as part of a risk management team with the human resources department in insurance issues.
- Provide appropriate representation (including but not limited to legal counsel) to the IST at the EOC when requested.

The Human Resources Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Coordinate all insurance issues.
- Coordinate all workers compensation issues.
- Coordinate the hiring of all temporary help needed.

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- Maintain ICS training records for city employees in compliance with the National Incident Management System (NIMS).
- Identify important human resources records (e.g. personnel, insurance, retirement, other benefits), and coordinate with the City Clerk's Office for back-up and/or digital storage.
- Provide Safety / Risk Management representation on the IST, and other experts as needed.

The Communication & Engagement (C&E) Director (formerly the Lead PIO) will:

- Develop departmental SOPs for internal and external communications to address all natural, man-made, and technological hazards which occur within or impact the City.
- Develop and update the C&E's *Crisis Communication Plan*.
- Develop an incident/disaster-specific public information plan and Joint Information System (JIS).
- Establish a media area to facilitate the flow of information.
- Consider establishing a JIC with cooperating agencies.
- Coordinate the distribution of essential public information during an emergency and/or disaster.
- Assist with the scripting of messages for use in the activation of the CodeRED Community Notification System - the City's community notification and public warning system -, the EAS, and for other communication methods (such as social media, web pages, etc.).
- Clear and release emergency information to the public.
- Provide representation on the IST.

The Information Technology (IT) Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Provide the necessary communications equipment to the EOC, including but not limited to computers and telephones.
- Provide production support for centralized and specialized computer systems.
- Coordinate and allocate cellular telephones and Wi-Fi capabilities for emergency use.
- Maintain a list of vendors and coordinate with contractors to help repair equipment or move equipment as needed.
- Provide technicians and appropriate resources that will assist with mapping, video surveillance, and other technologies in the EOC.

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- Provide support to the IT Security Analyst coordinating with the EM for emergency preparedness/response/recovery and cyber incident management, including but not limited to updating the City's *Cybersecurity Incident Response Plan (IRP)* as needed.
- Provide representation (i.e. Security Analyst & GIS Expert) on the IST.

The Finance Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Function as principal advisor to the City Manager on all fiscal matters.
- Develop and maintain a hazard-related financial record-keeping system.
- Provide a financial status report to the EMB aka Policy Group as requested by the City Manager.
- Coordinate contracting for private/third-party vendor services during an emergency.
- Maintain updated WebEOC accounts with the State of Colorado for resource ordering.
- Designate a minimum of 3 finance department specialists for disaster response and recovery.
- Provide SMEs and support staff to the IST at the EOC for a Logistics Section when requested.

The Culture, Parks & Recreation (CPR) Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Act as the Mass Care Coordinator, leading City resources working with the American Red Cross (ARC), Salvation Army, Weld County Department of Human Services, and other organizations in meeting the needs created by any emergency and/or disaster.
- Assist with developing a Shelter Plan (day, night, warming) with the IST during disaster response.
- Maintain and update a list of temporary feeding and shelter facilities; surveyed and approved by the ARC (e.g. Recreation Center, Island Grove Regional Park, FunPlex, etc.) with OEM.
- Serve as coordinator of resources provided through the Assist Public Works with developing a plan to keep vital City facilities operating during an emergency and/or disaster to support the City's COOP. (e.g. Recreation Center and FunPlex rooms will be used as back-up offices by other City departments).
- Design, implement, and coordinate recreational programs for disaster victims in public shelters.

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- Provide for the food needs of those City employees staffing the EOC or shelters during an emergency and/or disaster (e.g. Salvation Army Emergency Disaster Services' (EDS) mobile cantina).
- Provide SMEs for mass care / sheltering to the IST at the EOC when requested.

The Community Development Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Conduct preliminary damage assessments and initial surveys of damage (e.g. Survey123 program).
- Develop and distribute damage assessment reports and maintain a system for receiving, recording, and utilizing the results of damage assessments conducted during an emergency and/or disaster.
- Prepare the necessary administrative summaries of damage assessment data collected, and participate in the analysis of impacts resulting from the reported losses, and document recovery actions – in conjunction with role in Long-term recovery and mitigation.
- Maintain a translation resource list with OEM and C&E for Non-English speaking populations (e.g. EOP Appendix #1 Emergency Contacts Information).
- Advise the IST on the status of social services assistance needs and capabilities; maintain and update the status of each type of support, maintain unit log for lead responsibility for Long Term Recovery & Mitigation (ICS Form 214 or Electronic).
- Determine fitness of buildings and structures for occupancy and declare unsafe for occupancy when appropriate; and maintain an inventory of those to be retained or demolished following an emergency and/or disaster.
- Ensure follow-up on the mitigation of unsafe buildings and structures; ensure all such structures proceed through the development application review and building permit process as determined at that time.
- In accordance with the City's COOP, develop and implement a plan to maintain essential City services during an emergency and/or disaster.
- Designate a Local Recovery Coordinator to assist the EM in the Recovery Stage of an emergency and/or disaster, as appropriate.
- Provide SMEs to the IST at the EOC as requested.

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The City Clerk will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Maintain a central storage or central records location.
- Maintain copies of official documents (e.g. proclamations, emergency/disaster declarations) generated through the partial or full activation of the EOC, and during other emergency/disaster deliberations.
- Coordinate with all city departments in identifying important records and lead the process of recovery or salvage of those important records.
- Provide for the preservation and safeguard of the City's important records (i.e. digital Laserfiche with IT and the Colorado State Archives).
- Identify and provide a temporary back-up storage location for the City's cultural and historical artifacts that are jeopardized by an emergency and/or disaster.
- Receive damage assessment reports from Community Development and Public Works and assist OEM with forwarding the reports to county, state, and federal emergency management agencies.
- File, store, and maintain updated Intergovernmental Agreements (IGAs) and Memorandums of Understandings (MOUs) associated with city departments.
- Create and maintain a database of all Intergovernmental Agreements (IGAs) and Memorandums of Understanding (MOUs) for the City that identifies expiration dates or timelines for updates; notify the appropriate City Department and City Attorney of need to update or upcoming expiration.
- Establish back-up records and salvage systems with other municipalities (e.g. City of Greenwood Village).
- Designate a City Clerk's Office staff member to lead Volunteer and Donation Management (as the Disaster Volunteer Manager) working under the direction of the OEM during emergencies and/or disasters.
- Provide representation and SMEs to the IST at the EOC when requested.

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Partner Agencies supporting the City of Greeley:

The School Superintendents in the City of Greeley will:

- Provide for the safety of all District 6 and all Charter School students and staff.
- Provide District 6 or Charter school bus support (if available) for evacuation and other life-saving purposes, when requested by the EM or EMB.
- Assist the City of Greeley with the identification and selection of school facilities to be used as shelters before, during, and after an emergency/disaster.
- Coordinate with designated shelter management personnel when use of the schools or other facilities are directed for emergency care requirements (i.e. warming, feeding, and/or sheltering.)
- Act as principal advisors and liaisons to the City Manager and EM on the availability of school district and/or charter school resources.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

The Weld County Department of Public Health and Environment will:

- Advise the City Manager and EM on actions necessary for the Public Health and Environment function that are necessary and appropriate for the emergency and/or disaster (e.g. public health and animal disease emergencies).
- Issue precautionary health warnings, information, and updates working with the City's C&E Department in the Joint Information System (JIS).
- Provide advice on all public health matters and regional health services.
- Provide air contamination surveillance.
- Detect and monitor the disposal of hazardous and radiological materials.
- Inspect all food service facilities at relocation centers and/or designated shelters.
- Examine the safety of the region's food and water supply.
- Inoculate City residents for the prevention of diseases as necessary utilizing the County's Points of Distribution (PODs) plan.
- Provide information on the disinfection of public and private water supplies.
- Provide information on the serviceability of damaged foodstuffs.
- Following the appropriate MOU's, coordinate with the OEM on Points of Distribution (PODs) during pandemics, epidemics, and other public health emergencies.
- Provide representation to the IST at the EOC when requested.

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The Weld County Coroner will:

- Provide for the handling and processing of mass fatalities in the event of a major emergency or disaster.
- Establish a temporary morgue should the existing facilities become overwhelmed. (The use of the Greeley Ice Haus and/or refrigerated trailers should be considered.)
- Perform all functions relating to the identification, registration, and disposition of fatalities during and following an emergency and/or disaster.
- Establish and implement a procedure for identifying next of kin and releasing the names of verified fatalities during an emergency and/or disaster.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

The Weld County Department of Human Services (Social Services) will:

- Assist with evacuation and sheltering of disaster victims.
- Provide food and clothing to disaster victims.
- Assist the American Red Cross (ARC) with disaster assistance inquiries.
- Assist with shelter management and volunteer management.
- Help prioritize AFN and/or At-Risk Populations.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to IST at the EOC when requested.

The Banner Health Paramedic Services (BHPS) will:

- Ensure the provision and availability of ambulance services to areas of emergencies and/ or disasters where medical assistance is required; develop and implement a plan to utilize ambulance resources from outside the City and/or county as the emergency and/or disaster response warrants.
- Provide or support a medical liaison or transportation officer to the Incident Commander or Unified Command at the scene.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested to assist the Fire Department in accordance with the Greeley EMS (GEMS) system.

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The Greeley-Weld County Airport Director will:

- Maintain an Airport-specific EOP (i.e. the Airport Emergency Plan).
- Provide staff to supplement the Greeley Fire Department's Aircraft Rescue and Firefighting (ARFF) unit.
- Direct ARFF assets to combat fires on and off airport property (i.e. oil and gas emergencies).
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation and SMEs to the IST at the EOC when requested.

The North Colorado Medical Center (NCMC) will:

- Activate the hospital emergency plan upon notification that the City is in a level III or greater emergency response and/or for a mass casualty incident (MCI).
- Maintain a site-specific EOP.
- Prepare to receive and treat mass casualties.
- Establish and maintain communications with the IST at the EOC.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

The UC Health Greeley Hospital & Medical Center will:

- Activate the hospital emergency plan upon notification that the City is in a level III or greater emergency response and/or for a mass casualty incident (MCI).
- Maintain a site-specific EOP.
- Prepare to receive and treat mass casualties.
- Establish and maintain communications with the IST at the EOC.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

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The University of Northern Colorado (UNC) will:

- Provide for the safety of students, faculty, staff and visitors on campus during an emergency and/or disaster. .
- Maintain an EOP.
- Assist the City with the identification and selection of UNC facilities to be used as shelters before, during, and after an emergency and/or disaster.
- Advise the EM or IST on the availability of UNC facilities for mass care, sheltering, and safe landing zones for air operations.
- Coordinate with designated shelter management personnel when the use of university facilities has been designated for mass care (i.e. feeding and/or sheltering).
- Upon request by the City, provide support for evacuation services and other life-saving activities.
- Provide emergency language translation for public notifications/emergency messaging through the university's Center for International Education.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

Aims Community College will:

- Provide for the safety of students, faculty, staff and visitors on campus during an emergency and/or disaster.
- Maintain an EOP.
- Assist the City with the identification and selection of Aims Community College facilities to be used as shelters before, during, and after an emergency or disaster.
- Advise the EM or IST on the availability of Aims Community College facilities on the various campuses for mass care, sheltering, and safe landing zones for air operations (inside and outside the city-limits of Greeley).
- Coordinate with designated shelter management personnel when the use of Aims Community College facilities have been designated for mass care (i.e. feeding and/or sheltering).
- Upon request by the City, provide support for evacuation services and other life-saving activities.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

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Xcel Energy and Poudre Valley REA will:

- Coordinate with the City to expedite restoration of electric disruptions caused by an emergency and/or disaster.
- Update the City on emergency response protocol and coordinated response tactics for electrical emergencies and explosions.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide a liaison or SME to the IST at the EOC when requested.

The ATMOS Energy Company will:

- Coordinate with the City to expedite restoration of natural gas disruptions caused by an emergency and/or disaster.
- Update the City on emergency response protocol and coordinated response tactics for natural gas emergencies and explosions.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation and SMEs to the IST at the EOC when requested.

Private Telecommunications Companies (CenturyLink, Xfinity, AT&T, Etc.) will:

- Coordinate with the City to expedite restoration of telephone disruptions caused by an emergency and/or disaster.
- Provide a liaison or SME to the IST upon request.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation at the EOC when necessary.

The American Red Cross (ARC) will:

- Establish and manage emergency shelters for mass care with the CPR Department, and in cooperation with the Weld County Department of Human Services (Social Services); which may include but is not limited to: registration, feeding, lodging, social services, and public inquiries, and security issues related to sheltering.
- Provide temporary and immediate housing for displaced disaster victims.
- Assist with food, beverages, and other assistance to emergency response personnel and emergency relief workers.
- Provide damage assessment information upon request.

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- Coordinate mental health services with the Weld County Department of Human Services – Social Services, North Range Behavioral Health, GFD Squad 1 staff, GPD Victim Advocates, Greeley’s Community Grief Center, and other resources.
- Coordinate emergency public information with the City’s C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

NOTE: The City of Greeley’s CPR Department Director is designated as the Mass Care Coordinator for the City. The American Red Cross (ARC) has been designated as the primary support agency for the CPR Department and will provide immediate assistance to disaster victims; including: food, water, shelter, clothes, physical and mental health counseling, and referrals.

The Salvation Army will:

- Provide immediate assistance to disaster victims in conjunction with ARC, including food, water, and counseling services.
- Provide food, water, and other assistance to emergency response personnel and emergency relief workers.
- Coordinate emergency public information with the City’s C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

Colorado Voluntary Organizations Active in Disasters (COVOAD) will:

- Maintain relationships with the City.
- Maintain current registration and contact information on the State of Colorado's COVOAD website.

Amateur Radio Emergency Services (A.R.E.S.) will:

- Upon request, support OEM, IT, C&E, and partner agencies in establishing and maintaining emergency communications capabilities to supplement normal communications as required via HAM/amateur radio operators (State ESF-2 Communications).

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The United Way of Weld County will:

- Utilize the 211 Call Center to assist with an information line.
- Provide resource and recovery information to those affected.
- Assist with volunteer development and management.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

The Weld County Sheriff's Office will:

- Maintain public safety and law enforcement in county jurisdictions (unincorporated Weld County) and coordinate with the Police Department as required.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

The Colorado State Patrol will:

- Maintain public safety and law enforcement in state jurisdictions (specifically highways and roadways), and aid, support, and coordinate with the Police Department and other law enforcement agencies in the county as required.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

Colorado National Guard and Air National Guard will:

- Secure all guard facilities.
- Update OEM on the state's capabilities and available mission packages (NG and ANG resources to support disaster response/recovery).
- Provide equipment and personnel as directed by the Governor.
- Liaison and communicate with the Wyoming National Guard and Air National Guard when there is a regional disaster requiring both Colorado and Wyoming to work cooperatively.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Activate emergency response / support by 233rd Space Group on or near the Colorado Air National Guard Base in Greeley.

Civil Air Patrol (CAP) will:

- Aid the City in airborne search and rescue operations when requested.
- Provide communication and technology assets when appropriate.

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- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide SMEs to the IST at the EOC.

Other State Agencies will:

- Prepare and execute the State of Colorado's EOP and department-specific plans as appropriate, and conduct mutual aid and otherwise support and coordinate with county and municipal agencies as required.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

Federal Agencies will:

- The Federal Emergency Management Agency (FEMA) has specific responsibilities for consequence management and will be the lead federal agency for response and recovery in disasters that the President designates with an (1) emergency declaration or (2) major disaster declaration.
- The Federal Bureau of Investigation (FBI) has specific responsibilities for crisis management and investigation in all terrorism-related incidents.

Radio and Television Stations in the Emergency Alert System (EAS) will:

- Disseminate emergency warnings as directed by the warning coordinator or other appropriate city/county authority.
- Participate in disseminating emergency public information cooperating with the OEM and C&E Department.

Local Media Organizations (not part of the EAS) will:

- Participate in disseminating emergency public information and warnings in cooperation with the OEM and C&E Department.

Miscellaneous Private Utilities (including electrical, natural gas and telephone) will:

- Shut-down service to affected areas as needed.
- Expedite restoration of service to public facilities and other utilities.
- Coordinate with the IST and the EOC for prioritization.
- Provide SMEs when requested.

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Irrigation Ditch Companies will:

- Provide proper maintenance and professional operation of their facilities, and provide timely warning of any potential emergencies (e.g. infrastructure problems or flooding) to the OEM.
- The EM will maintain an updated Irrigation Ditch Contact List in the Flooding Annex of this plan.

Livestock Owners will:

- Cooperate with City departments and partner agencies in all matters concerning human and animal safety with regards to livestock.

All Tasked City Departments / Partner Agencies / Outside Organizations

- Adhere to all professional and legal standards in the performance of duties.
- Provide for continuity of services (City Departments refer to the *City of Greeley Continuity of Operations Plan (COOP)*):
 - Ensure that personnel are assigned to emergency response, recovery, and continuing operations; and personnel succession plans are written.
 - Identify alternate facilities and alternate sources for equipment in the event normal facilities and equipment are unavailable in an emergency and/or disaster.
 - Ensure that important records and official documents are backed-up or copies are stored off-site, so as to survive or be available in an emergency.
- Prepare and maintain detailed emergency SOPs that include:
 - Call-down rosters, call-out lists, and telephone trees for notifying personnel;
 - Step-by-step procedures for performing assigned tasks;
 - Telephone numbers and addresses/locations of similar services in other jurisdictions;
 - Telephone numbers, addresses, type, quantity, location, and procedures for obtaining similar resources from federal, state, local, and private organizations;
 - A listing of the radio communications call signs and frequencies that each responding organization uses.
- Provide training and exercises as required to ensure the effective execution of responsibilities under this plan.

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The City's IST and Department-specific sections correspond to the NRF and State of Colorado's EOP, in designating Lead Agencies and Scope of responsibility.

Emergency Operations Center (EOC)

1. The City's primary EOC is the Nusbaum Training Room at Greeley Fire Station #1 and it houses the IST. The alternate EOC is the Donahue Community Room at the Greeley Police Department.
2. The Policy Group meeting room and Joint Information Center (JIC) will encompass other conference and common areas near the primary or alternate EOC location.
3. During an emergency, access to this center shall be restricted to the IST, department liaisons, key city officials, and representatives of partner agencies, as appropriate.
4. The City EOC provides a functional area for operational support staff, administration support staff, and policy-making officials to operate. The role of the EOC is to support field operations, make policy decisions, coordinate activities with outside agencies, manage resource requests, and conduct consequence management.
5. The EOC provides communication capabilities, resources for logging data, and conference areas (actual and remote).
6. City departments not assigned to specific duties will serve as a reserve of personnel resources, which may be required to perform previously unassigned tasks or supplement other departments supporting response or recovery efforts.
7. Specific supporting role functions may be assigned to volunteer and private organizations. Volunteer organizations must be COVOADs, have a pre-established relationship with the City, or be designated as a partner agency in this plan.
8. Private organizations, other NGOs, and businesses that are committed to providing disaster response, relief, or recovery assistance will be referred to the Disaster Volunteer Manager (See the Volunteer and Donation Management section in Annex A), or encouraged to contact established COVOADs who can determine what and where assistance is needed.

NOTE: The (+) symbol in the Annexes of this plan denotes that there are additional plans and documents on the Emergency Operations Center (EOC) Resources shared drive, back-up flash drives, and in department-specific resource books.

ANNEX A

CITY OF GREELEY

**Incident Support Team (IST)
and
Specific Department Responsibilities in the
Emergency Operations Center (EOC)**

All-Hazards Emergency Operations Plan - Greeley, Colorado

Incident Support Team (IST) and Specific Department Responsibilities in the Emergency Operations Center (EOC)

Office of Emergency Management (OEM)

Emergency Management (ESF-5)

Definition: Provide for the overall management and coordination of the City's emergency operations in support of local response agencies during emergencies and/or disasters. Maintain and activate the City of Greeley Incident Support Team (IST) and/or the full Emergency Operations Center (EOC). Collect, analyze, and disseminate critical information on emergency operations for decision making purposes. Identify the roles and responsibilities of City government in disasters and coordinate county, state, and federal assistance.

Activation Criteria: The Emergency Manager (EM) will activate the IST, as required, to support current and anticipated local events, incidents, or disasters. The EM may also activate the IST at the direction of the City Manager or at the request of any city department or in support of local, county, regional, state, or national disaster management activities.

Supporting Departments/Agencies: City Attorney's Office, City Clerk's Office, City Manager's Office, Community Development, C&E, Finance, Human Resources, IT, Municipal Judge, Culture, CPR, Police, Public Works, Water & Sewer, 233rd Space Command, American Red Cross, United Way 211, Amateur Radio Emergency Services (ARES), Salvation Army, others as appropriate for EOC activation.

Roles and Responsibilities: Provide rapid activation and sustained operations of the Incident Support Team (IST) and/or the full Emergency Operations Center (EOC) for the effective coordination of city departments and partner agencies for a special event, emergency incident, or disaster. Integrate with other non-governmental and governmental response and recovery operations for a whole community approach.

OEM coordinates and supports all departments in emergencies and/or disasters and leads the overall execution of this *City of Greeley All-Hazards Emergency Operations Plan*.

Emergency Management Checklist

1. Open the emergency management tracking log (ICS Form 214 or Electronic).
2. Initial notification and recall the IST as appropriate.
3. Assess the situation to determine the level of IST activation, priorities, and immediate actions required. IST Activation Levels: (1) Awareness (2) Core (3) Full (4) Recovery.

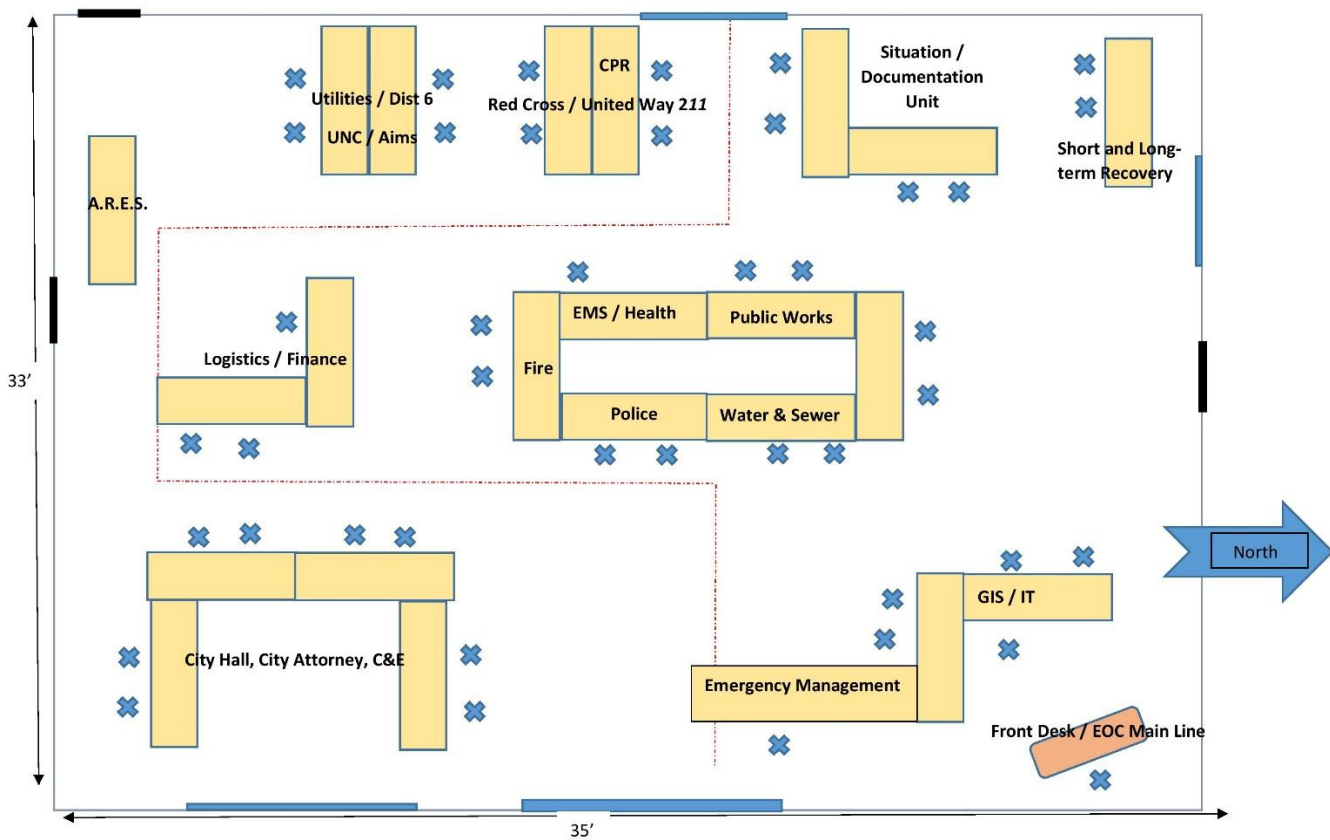
All-Hazards Emergency Operations Plan - Greeley, Colorado

4. Notify dispatch of the IST activation and the opening of the City of Greeley's Emergency Operations Center (EOC) (See EOC Initial Checklist Form(+)).
5. Implement the EOP in support of field operations. Activate or request the activation of the IST, and expand with EOC Liaisons, and subject matter experts (SMEs) for a Full EOC Activation as needed.
6. Establish direct communications with the Incident Commander / Unified Command in the field.
7. Compile and display incident status information, including maps, traffic camera system feed, and situation reports within the EOC with the IT GIS experts.
8. Delegate checklist items to the emergency management specialists on the IST as appropriate.
9. Notify the Regional Field Manager with Colorado DHSEM of initial situation assessment (See attached DHSEM Initial Assessment Report (+)). Provide periodic updated situation reports as needed.
10. Request security personnel to control access to the EOC and for other security needs as determined by the IST or Greeley Police Department.
11. Lead periodic internal briefings for all IST members and EOC personnel.
12. Implement procedures to mobilize city resources and procure supplies and contract services from outside sources as needed.
13. Coordinate response and recovery resources beyond normal mutual aid, based on requests by the Incident Commander or Unified Command.
14. Collect, evaluate and disseminate emergency information working with PIO's and the Communication & Engagement (C&E) Department.
15. Coordinate with the C&E to establish a Joint Information Center (JIC) if needed.
16. Support/coordinate essential public safety actions such as public warning and evacuation with the Greeley Police Department, Greeley Fire Department, and C&E.
17. Manage/coordinate resources, including allocation of facilities, services, personnel, equipment, materials and other critical resources for the incident or disaster.
18. Support the Volunteer and Donation Management program during disasters.
19. Coordinate municipal requests for state and federal assistance through Weld OEM and/or DHSEM.
20. Determine 24-hour IST/EOC staffing requirements and provide for shift changes when extended IST/EOC operations and additional support staff are required.
21. Implement financial record keeping procedures (with the City's Finance Department) to track resources and to document all disaster-related costs and financial commitments.
22. Lead the IST to coordinate functions, such as resource management, and reduce duplication of effort.

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23. Assess and document damages with experts from the Community Development and Public Works departments. Provide information to Weld County OEM or Colorado DHSEM when appropriate.
24. Determine the need to declare a state of emergency or local disaster and/or the need to enact other orders such as evacuation orders or curfews working with the City Manager's Office (CMO) and the City Attorney's Office (CAO).
25. Involve the CMO and elected officials whenever possible, to make formal requests for public and private resources on behalf of the City.
26. Coordinate disaster recovery activities, including decisions about re-entry into disaster areas, reconstruction of damaged services and facilities, and identification of long-term hazard mitigation issues and plans.
27. Implement IST/EOC deactivation/demobilization procedures when the initial incident is over (e.g. notification of other EOCs, outside jurisdictions and the news media; compilation of logs, financial records, and damage assessment information; and preparation of an after action report (AAR) / improvement plan).

Emergency Operations Center (EOC) Layout – GFD Station 1



All-Hazards Emergency Operations Plan - Greeley, Colorado

GREELEY EOC INITIAL CHECKLIST FORM	
Weld County Regional Communications Center (WCRCC):	
☐	Notify the EM, or designee, of situation or of a request to activate the IST and/or Full EOC. IST Activation Levels: (1) Awareness (2) Core (3) Full
☐	Complete notification of IST and emergency personnel and request additional personnel as needed or as directed by the EM (GEOC Page and IST Activation Email Group).
EM or IST's Emergency Management Specialists (first to arrive) at the EOC:	
☐	Start an activities log to track EOC activities (ICS Form 214 or Electronic).
☐	Establish communications with WCRCC and the IC/UC in the field, and get update on the situation (situation report, in-brief, ICS Forms 201 or 202).
☐	Establish good communication methods with the Incident Command Post (ICP). Determined immediate resource needs to support the operation's objectives / priorities (Save Lives, Stabilize Incident, and Preserve Property & Environment).
EM and IST:	
☐	Determine appropriate EOC staffing. Request partner agencies, as appropriate, to respond to the EOC. (Full EOC Activation?)
☐	Contact Weld County EOC and Colorado DHSEM Regional Field Manager and provide an update on the situation as appropriate (DHSEM Initial Assessment Report).
☐	Contact the SEOC and provide an update of the situation as appropriate.
☐	Ensure EOC security and limit access to the EOC.
☐	Compile and display incident information (situation and status) within the EOC to include: Spillman CAD Screen, GIS-Situation mapping, Situational Report(s) w/ objectives, Team Messaging, Local Media Coverage, Social Media Monitoring, City Traffic Cameras, Drone live-feed, other computer/video/technology as needed.
☐	Conduct periodic updates with all city departments and partner agencies working within the EOC.
☐	Provide the City Manager and/or Policy Group with periodic situational updates.
☐	Determine the need to declare a state of emergency or "local disaster emergency" and/or need to enact other orders such as curfews, evacuation orders, or other emergency steps (City Manager / City Attorney / Elected Officials).
☐	Implement established procedures with C&E for approving news releases, social media posts, and conducting news conferences and media briefings. Consider a JIS/JIC and activate C&E's Crisis Communication Plan.
☐	Implement established administrative procedures for mobilizing city resources, procuring supplies, and contract services with the Finance Department
☐	Implement established financial record-keeping procedures to track resources and to document all disaster-related costs with the Finance Department
☐	Determine 24-hour EOC staffing requirements and establish procedures for shift changes for extended IST / EOC operations. Are additional support staff, EOC Liaisons, or subject matter experts (SMEs) needed?
☐	Deactivate/Demobilize the IST/EOC as appropriate to include notification of other EOC's and jurisdictions, completion of logs and financial records, notices to the media, compilation of damage assessment information, organization of reports and logs for preparation of an after-action report (AAR).

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Colorado Department of Public Safety DHSEM Field Manager Initial Assessment Report

This report contains information coordinated between the City of Greeley OEM and DHSEM.
This is solely intended to provide information and status in quickly evolving situations and **NOT FOR PUBLIC RELEASE**.

INCIDENT INFORMATION:

REPORT SUBMITTED BY: _____ REPORT DATE/TIME: 00/00/2019 00:00MST
INCIDENT NAME:
INCIDENT TYPE:
INCIDENT START DATE/TIME: 00/00/2019 00:00MST
INCIDENT LOCATION:
CURRENT SITUATION:
INCIDENT COMMAND JURISDICTION/LOCATION:
STAGING AREA LOCATION:
IC or UC NAME(S)/CONTACT INFO:
DECLARATIONS/DELIGATIONS:
EOC ACTIVATIONS:
OEM OR EOC POC NAME/CONTACT INFO:
CDPS-DHSEM POC NAME/CONTACT INFO:
ADDITIONAL STATE AGENCY POC NAME/CONTACT INFO:

CURRENT SITUATION: (short narrative)

CASUALTY REPORT:

Responder Deaths/Injuries: 0/0

Civilian Deaths/Injuries: 0/0

Safety Considerations:

DAMAGE ASSESSMENT:

WILDLAND FIRE - Acreage Involved: 0 / Estimated Containment: 0%

BUILDINGS -

INFRASTRUCTURE -

EVACUATIONS:

Ongoing/Planned Evacuations:

Evacuation Center/Shelter Location(s):

Small and Large Animal Shelter(s):

CURRENT WEATHER:

RESOURCES ASSIGNED:

IMPACTED LIFELINES AND KEY COMPONENTS:

☐ SAFETY AND SECURITY	☐ Government	☐ Law	☐ Fire	☐ EMS	☐ SAR
☐ FOOD, WATER, SHELTER	☐ Evacuations	☐ Sheltering	☐ Food	☐ Water	☐ Agriculture
☐ HEALTH AND MEDICAL	☐ Medical Care	☐ Movement	☐ Fatality Mgmt.	☐ Public Health	☐ Supply Chain
☐ ENERGY	☐ Power Grid	☐ Temp Power	☐ Fuel	☐ Gas/Propane	☐
☐ COMMUNICATIONS	☐ Infrastructure	☐ Messaging	☐ 911/Dispatch	☐ Resp. Comms.	☐
☐ TRANSPORTATION	☐ Roads	☐ Mass Trans.	☐ Railways	☐ Aviation	☐ Pipelines
☐ HAZARDOUS WASTE	☐ Facilities	☐ Waste Water	☐ Debris Mgmt.	☐	☐

STATE ASSISTANCE ANTICIPATED:

- | | | |
|---|--|--|
| ☐ ESF 1 Transportation | ☐ ESF 6 Mass Care | ☐ ESF 11 Agriculture |
| ☐ ESF 2 Communications | ☐ ESF 7 Logistics | ☐ ESF 12 Energy |
| ☐ ESF 3 Public Works | ☐ ESF 8 Public Health | ☐ ESF 13 Public Safety |
| ☐ ESF 4 Firefighting | ☐ ESF 9 Search and Rescue | ☐ ESF 14 Recovery |
| ☐ ESF 5 Information and Planning | ☐ ESF 10 HAZMAT | ☐ ESF 15 External Affairs |

ADDITIONAL COMMENTS:

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Agricultural and Natural Resources (ESF-11)

Definition: While the Agricultural/Natural Resources section covers a wide range of issues impacting Greeley, none is as important as the animal-related issues. The City of Greeley may need to assist with the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of companion animals, livestock, and wildlife impacted by a natural or man-made disaster, to include a foreign animal disease (FAD).

Activation Criteria: This section is activated by the EM in response to current or anticipated needs of our companion animals, livestock, and wildlife in the City of Greeley.

Supporting Departments/Agencies: Finance, Police (Animal Control Unit), Weld County Public Health and Environment, Weld County Sheriff's Office, Weld County Animal Response Team (CART), Larimer County's Disaster Animal Response Team (DART), Colorado Division of Parks & Wildlife (CPW), Colorado Department of Agriculture (CDA) (State Veterinarian's Office), and other State and Federal agencies.

Roles and Responsibilities: Rapid and safe evacuation, decontamination, care, shelter, treatment and/or disposal and documentation of animals impacted by disaster.

In the event of the introduction of a foreign animal disease (FAD), the Greeley Office of Emergency Management (OEM) will work closely with other city departments, state and local law enforcement agencies, the Weld County Department of Public Health and Environment, the CDA (State Vet), the CPW, and the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) to ensure an integrated response.

Agricultural and Natural Resources Response and Recovery Checklist

1. Open the Agricultural/Natural Resources Issues tracking log (ICS Form 214 or Electronic)
2. Liaise with the Incident Commander or Unified Command to determine specific agricultural, animal, or natural resource issues.
3. Confer with Animal Control Units, Community Development, Water & Sewer, and Natural Areas & Trails subject matter experts (SMEs).
4. Identify the needs and means of animal evacuation, sheltering, care, collection care, culling and disposal as needed with the Greeley Police Department's ACO Unit.
5. Request the Weld County CART, Larimer County DART, American Humane, and American Society for the Prevention of Cruelty to Animals (ASPCA) if needed.
6. Support and coordinate the animal-related activities for field operations.
7. Coordinate mutual aid support with local agencies.
8. Identify animal-related response and recovery resource short-falls, for possible resource or mutual-aid requests.
9. Coordinate reception of state and federal animal response and recovery resources (e.g. the State Veterinarian's Office, state and federal Foreign Animal Disease

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Diagnosticians (FADDs), Veterinary Medical Assistance Teams (VMATs) with the Incident Commander or Unified Command.

10. Coordinate documentation, shelter and care of animals as needed.
11. Coordinate with state and local agencies to ensure a coordinated response to animal health/disease and public health issues if the threat is zoonotic.
12. Track and document animal response and recovery activities and support until no longer needed for field operations.
13. Provide updates on animal response and recovery activities during the periodic EOC situation briefings and for the Situation Report.

Long Term Recovery and Mitigation (ESF-14)

Definition: Ensure that procedures and experts are available to provide preliminary damage assessments (estimates and descriptions). Estimates of the extent of damage should be based on observations by inspectors, officers, and engineers assigned to damage assessment teams. Assessments provide a basis for determining the need for a city, county, state or presidential disaster declaration.

Activation Criteria: When the situation report indicates significant damage has occurred in the City of Greeley, the EM will activate this section.

Supporting Agencies: Community Development, City Attorney's Office, City Manager's Office, Finance, Public Works, American Red Cross, private sector (e.g. property owners, insurers), CPR, County, State and Federal agencies.

Roles and Responsibilities Although the immediate pressures to respond to a major disaster are overwhelming, the need to begin to document disaster impacts early on in the response effort should not be overlooked. In addition to providing justification for state and federal assistance, accurate damage assessment figures provide information for situation, public information, and media reports and can help response officials to focus resources where they are most needed. A systematic damage assessment process will help to ensure timely recovery assistance as well as maximum state and federal financial disaster assistance in state-declared and presidential-declared disasters.

An interdepartmental committee will be convened at the EOC, under the EM, for the purposes of collecting and documenting disaster-related damages, infrastructure issues, and community impacts. In multi-jurisdictional incidents, damage assessment reports from all jurisdictions should be obtained and incorporated into county-wide totals. Damage assessment personnel at the EOC can either use hard-copy damage assessment forms or the ArcGIS Survey123 damage assessment program.

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Damage Assessment Teams (ESF-14)

Damage Assessment Checklist

1. Open a Damage Assessment tracking log (ICS Form 214 or Electronic).
2. Review the Situation Report or updates from the IST and Unified Command.
3. Advise Community Development and Public Works of the need for preliminary or initial damage assessments.
4. Assemble or work with damage assessment teams composed of the support agencies and relevant community representatives (Building Inspections, Code Compliance, PW Engineers, and Storm water). Assign personnel to conduct windshield surveys and provide preliminary damage assessment information to the IST / EOC when estimates cannot be obtained from field forces.
5. Request that the IT GIS expert set-up a Survey123 dashboard/map for the incident. Ensure damage assessment teams have the Survey123 application or forms.
6. Identify immediate and long-term impacts to essential public services, including water and sewer services, electricity, natural gas, transportation systems, public safety facilities and services, and public works.
7. Establish contacts with representatives of utilities that have been impacted to obtain damage assessment information. Consider requesting subject matter experts (SMEs) from the private utility companies respond to the EOC.
8. Maintain contact with other affected jurisdictions in order to incorporate damage estimates into a county-wide or regional summary.
9. Request that the Chief Building Official or designee contact the Colorado Chapter of the International Code Council (ICC)'s Disaster Mitigation Team for support.
10. Coordinate the damage assessment resources of other organizations, when needed and requested, including damage assessment personnel from DHSEM, the American Red Cross, Civil Air Patrol, etc.
11. Maintain contact with the City Attorney's Office with respect to preparation of legal documents, such as formal disaster declarations, curfew orders, price controls, etc.
12. Develop and maintain a city-wide damage assessment report / dashboard in the EOC.
13. Ensure the Finance Department and City Clerk's Office are provided with updated reports.
14. Coordinate with Weld County OEM and assemble a combined damage estimate for a possible request for state and/or presidential disaster declarations.
15. Provide an updated damage assessment report during periodic EOC situation briefings and for the Situation Report.
16. Provide DHSEM with damage assessment information as early as possible. Follow-up with periodic updates as needed.

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City Clerk's Office

Volunteer and Donation Management (ESF-7)

Definition: Coordinate the mobilization and direction of volunteer resources in support of disaster response and recovery activities. Determine the needs and establishing a means to collect, receive, account for, store, manage, distribute and dispose of donated goods, services, funds, and materials. CPR will handle volunteer organizations and donations directly related to sheltering and mass care.

Activation Criteria: The Emergency Manager will activate these functions when the need arises to manage the goods and services that may be donated during a disaster.

Supporting Departments/Agencies: OEM, Greeley Fire, Human Resources, CPR, C&E, United Way 211, County, State and Federal Agencies.

Roles and Responsibilities: Identify the roles for volunteers and coordinate their mobilization, activities and demobilization. Coordinate the needs, solicitation, receipt, storage, distribution and documentation of donated goods in support of field operations and general recovery activities. Actively work with staff in the City of Greeley's Volunteer Management Program, Human Resources, and C&E.

Volunteer Management Checklist

1. Open a Volunteer Coordination Log (ICS Form 214 or Electronic).
2. The Disaster Volunteer Manager from the City Clerk's Office will lead this section and coordinate with the OEM/IST and support staff from Greeley Fire, CPR, and Human Resources.
3. Contact city departments via the IST and service organizations to determine the need for volunteers (identify skills and numbers required).
4. Coordinate with the City Attorney's Office and Risk Manager for any potential legal or liability issues with volunteers assisting with response and recovery efforts (C.E.R.T. CRS and case law reviews)
5. Identify reporting locations, skills, shifts and resources needed (prioritizing safety):
 1. Volunteer staffing
 2. Volunteer direction
 3. Volunteer safety
 4. Volunteer care and feeding
6. Coordinate the dissemination of information for volunteers with C&E. Consider utilizing the City of Greeley's website <https://greeleygov.com/activities/volunteer>.

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7. Coordinate the integration of volunteer resources in support of response, recovery and service organization activities. Work cooperatively with the EOC Situation Unit and the City of Greeley Volunteer Coordinator.
8. Keep accurate rosters and document volunteer services, names, locations, hours, and any injuries. Advise the Risk Manager and Emergency Manager of any volunteer injuries or illnesses.

Donations Management Checklist

1. Open a Donations Management Log (ICS Form 214 or Electronic) and immediately coordinate with the Finance and Human Resources Departments.
2. The Disaster Volunteer Manager from the City Clerk's Office will lead this section.
3. Work with the IST to determine potential donation needs.
4. Establish donations guidelines for the public with C&E and CPR:
 - a. What is needed/requested
 - b. Where should donations be delivered
 - c. When are donations being accepted
 - d. Condition requirements of donations
 - e. Monetary donation issues (Finance, C&E, Red Cross, Salvation Army, etc.).
5. Establish donation acceptance (drop-off) locations.
6. Coordinate site staffing and logistics.
7. Liaise with site staff to maintain situational awareness of donations and donation needs.
8. Coordinate deliveries if needed.
9. Track all donations activities and provide an update during the periodic IST/EOC situation briefing and for the Situation Report.

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Greeley Fire Department

Firefighting (ESF-4)

Definition: Provide for the mobilization and deployment, and coordination of all firefighting resources to combat urban and wildland incidents.

Activation Criteria: The Emergency Manager will request the activation of this, as needed, to meet established or anticipated needs for firefighting support during disaster response and recovery operations.

Supporting Departments/Agencies: Greeley-Weld County Airport, Finance, Water & Sewer, Mutual-Aid Agencies, Colorado Division of Fire Protection and Control (DFPC), 233rd Space Group (Air National Guard).

Roles and Responsibilities: Support structural, interface, and wildfire field operations in the GFD District and in case of need through close coordination with other local mutual aid agencies. Coordinate firefighting support to disaster response and recovery operations that may not be directly fire-related.

Firefighting Checklist

1. Open a firefighting tracking log (ICS Form 214 or Electronic).
2. Coordinate with the IST at the EOC and Incident Commander / Unified Command in the field as appropriate.
3. Audit mutual aid resources on scene, enroute, and requested.
4. Determine current and anticipated firefighting needs based on information provided by the IC / UC.
5. Coordinate the delivery of firefighting support with the IC / UC staff and the IST.
6. Contact supporting city departments to determine the availability of telecommunication and IT resources to meet current and anticipated needs.
7. Identify un-met needs and advise the Emergency Manager or IST, who will coordinate and request state and federal assistance through Weld OEM or DHSEM.
8. Document fire resource support in the log.
9. Assist EM and IST in the development of a city-wide situation assessment.

Search and Rescue (ESF-9)

Definition: Provide resources for ground, water, and airborne activities to locate, identify and remove persons lost or trapped in buildings, vehicles, or waterways. Provide for specialized emergency and rescue operations.

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Activation Criteria: The appropriate fire or law enforcement agency will request activation of this section when local, county, regional, state or federal Search & Rescue (SAR), Urban Search and Rescue (USAR), and Swift-Water Rescue resources are required or requested.

Supporting Departments/Agencies: Finance, Police, CPR, Weld County Sheriff's Office, Civil Air Patrol (CAP), Division of Fire Protection and Control (DFPC), and other State and Federal agencies.

Roles and Responsibilities: The Greeley Fire Department, the designated lead city agency, will support and coordinate resources when the event is in the City of Greeley and Western Hills Fire Protection District. When these operations require state or federal SAR/USAR or Water rescue resources, this section will be activated to coordinate the timely request, reception and integration of these resources.

Search and Rescue Checklist

1. Open Search and Rescue tracking log (ICS Form 214 or Electronic).
2. Liaise with the Incident Commander / Unified Command to determine specific SAR/USAR/Water Rescue support needs (i.e. capabilities, location, and timeline).
3. Identify and contact mutual aid and regional SAR/USAR/Water Rescue & Dive Teams resources in support of current and anticipated needs.
4. Consider aircraft or drones (e.g. DFPC Multi-Mission Aircraft (MMA), military and/or civilian helicopters or fixed-wing, sUAS or remote pilot programs). Consider boats and specialized equipment that may be useful for water rescues.
5. Identify SAR/USAR/Water Rescue resource short-falls to the Emergency Manager or IST, who will request through Weld OEM or DHSEM for state and federal assistance.
6. Coordinate reception of state and federal SAR/USAR resources with IC / UC.
7. Coordinate Swift Water Rescue and Dive Team resources with IC/ UC.
8. Coordinate logistical support with OEM and Finance, if needed.
9. Track and document SAR/USAR/Water Rescue activities and support.
10. Identify un-met needs to the Emergency Manager who will coordinate through Weld County OEM and DHSEM requests for county (e.g. Sheriffs' posse's, reserve & auxiliary groups, 4x4 clubs), state, and federal assistance.
11. Track and document search and rescue related activities.
12. Provide updates on search and rescue activities during the periodic IST / EOC situation briefings and for the Situation Report.

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Hazardous Materials Response and Recovery (ESF-10)

Definition: Provide response, inspection, containment and coordinate oversight of cleanup of hazardous materials accidents or releases.

Activation Criteria: The appropriate fire or law enforcement agency will request activation of this section in support of response to significant hazardous materials (hazmat) situations, to include industrial, chemical, oil & gas, and pipeline incidents. This section may also be activated by the Emergency Manager when hazardous materials expertise and/or resources are needed in support of human or animal health emergencies/disasters.

Supporting Departments/Agencies: OEM, City Attorney's Office, Finance, Greeley-Weld County Airport, 233rd Space Group (Air National Guard) Hazmat Team, Weld County OEM, Weld County Public Health and Environment, Colorado National Guard Civil Support Team (CST), other State and Federal agencies, Private Industry.

Roles and Responsibilities: The Greeley Fire Department (GFD) hosts, trains, equips, and maintains the GFD Regional Hazardous Materials Response Team (HMRT) which responds to hazardous materials incidents in North Weld County. The regional HMRT is comprised of hazardous materials technicians from seven fire departments in Northern Colorado. GFD is its own Designated Emergency Response Authority (DERA) and responsible for coordinating local, state, and federal response in support of current and anticipated hazardous material operations in the city-limits of Greeley. The regional HMRT will also work closely with public health and public information experts to ensure the integration of in-field situation assessments are clearly communicated to agencies that may not be directly involved in the tactical/technical response, but that may have a role in the potential broader impacts of a hazardous materials event. It may support personnel safety, decontamination, surveillance, and sampling missions during response and recovery operations related to human or animal health disasters. The regional HMRT may also be called upon to assist in unincorporated Weld County.

Hazardous Materials Response and Recovery Checklist

1. Open a HAZMAT Tracking Log (ICS Form 214 or Electronic).
2. Liaise with the Incident Commander/Unified Command to determine specific hazardous materials response and recovery support needs (i.e. capabilities, location, timeline, life safety issues, environmental threats, and anticipated duration).
3. Collect accurate weather and topographical information.
4. Ensure downwind/downstream actions have been taken into consideration.
5. Ensure the Weld County OEM, the Local Emergency Planning Committee (LEPC) lead and Weld County Department of Public Health and Environment have been notified. Complete the online Weld County Spill Report Form. See copy in the Hazardous Materials Annex (+) or link at: https://www.weldgov.com/UserFiles/Servers/Server_6/File/Departments/OEM/Weld%20County%20Spill%20Report%20Fillable%20Form.pdf

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6. Identify and contact mutual aid and regional hazmat response and recovery resources in support of current and anticipated needs.
7. Consult the *Weld County Hazardous Materials Transportation and Emergency Response Plan (+)* for regional resource lists, maps, routes, and additional CAMEO suite information.
8. Identify hazmat response and recovery resource short-falls to the Emergency Manager or IST who will request through Weld County OEM, state and federal assistance through DHSEM and/or the SEOC.
9. Coordinate reception of state and federal hazmat response and recovery resources with IC/UC
10. Coordinate logistical support with OEM and Finance, if needed.
11. Track and document hazmat response and recovery activities and support.
12. Provide updates on coordinated hazmat response and recovery activities during the periodic IST/EOC situation briefing and for the Situation Report.

Emergency Medical System (EHS), Hospitals, Public Health, Mental Health, and Facilities Management (ESF-8)

Definition: Coordinate on-scene triage, first aid, life support and transportation of the injured. Coordinate with the Banner Health Paramedic Services and local hospitals to ensure timely and appropriate delivery of injured to primary care facilities. Initiate Mass Casualty Incident (MCI) response as appropriate. Associated areas of concern include: Public Health, Mental Health and Fatalities Management.

Activation Criteria: The Emergency Manager will activate upon the request of the Incident Commander or Unified Command for Greeley Fire, Banner Health Paramedic Services, or local hospitals. This section may also be activated to support the response of medical resources during a regional, state, or national public health emergency.

Supporting Agencies: Finance, Human Resources, Water & Sewer, Community Development, Banner Health Paramedic Services, NCMC, Weld County Public Health and Environment, Weld County Department of Human Services (Social Services), Weld County Coroner, State and Federal agencies.

EMS & Hospitals Roles and Responsibilities: Coordinate timely triage, treatment and transportation of the injured in coordination with public and private sector EMS agencies and hospitals.

Banner Health Paramedic Services operating with the Greeley Fire Department in the City of Greeley have adopted practices and procedures for the emergency care and swift delivery of patients to area hospitals. In a mass casualty incident (MCI), however, routine procedures are sometimes amended by patient triaging in order to avoid overwhelming the available hospitals and medical personnel.

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The roles and responsibilities of the Greeley Fire Department and Banner Health Paramedic Services, with respect to emergency health and medical services, are outlined in the *Northeast Colorado RETAC Mass Casualty Emergency Operations Plan (+)*, which identifies specific procedures for triage, treatment and transport of victims of mass casualty incidents (MCIs) and for mobilizing regional, statewide and/or federal health and medical resources.

The management of patient distribution is shared responsibility by the designated, on-scene Transportation Officer, dispatch and the hospital community. This decision-making process is assisted by the statewide EMSsystem. This web-based provides a rapid means of Mass Casualty Incident (MCI) notification to hospitals and provides dispatchers and transportation officers in the field with hospital status information needed to support patient transport and management decisions. <https://emresource.emssystem.com/login>

This system provides a four-tiered structure for the sharing of information and the management of resources and patients in circumstances ranging from small routine emergencies to large, broad area MCI events.

Level 1- Patient Management is for routine emergency situations and will involve the EMSsystem only when requested by on-scene patient management personnel.

Level 2 - Patient Management is initiated when the on-scene response personnel report an event involving 5 or more victims. This triggers a Mass Casualty Notification of the EMSsystem and requests area hospitals to provide an update on their status to receive patients. This information is provided by the supporting dispatch center to the on-scene Transportation Officer. Additional EMS resources may also be requested by on-scene staff through the dispatch center.

Level 3 - Reflects a geographically limited, large-scale MCI event requiring the involvement of multiple EMS agencies and hospitals. At this point, an ICS Command Post may be activated as well as the EOC and this ESF may assume the EMSsystem and EMS resource coordination role with the permission of Banner Health Paramedic Services and Weld County Regional Communications Center WCRCC. Patient tracking is a significant challenge during this level of response.

Level 4 - Reflects a broad area/multiple event situation involving several dispatch centers, Transportation Officers, EMS agencies and hospitals. Under this scenario, patient tracking and EMS resource management/prioritization becomes a significant challenge that may require the activation of the EOC and an Area Command. The ESF Coordinator or designee will work closely with the on-scene Transportation Officers, hospitals and the EMSsystem in support of effective patient management, EMS transport management and hospital coordination/utilization. EOC staffing will be augmented as needed to support patient/EMS/hospital activities.

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Emergency Medical Services (EMS) and Hospitals Checklist

1. Open the Emergency Medical Services and Hospitals Log (ICS Form 214 or Electronic).
2. Obtain situation reports and casualty figures. This information will be provided by on-scene responders, IC/UC, or supporting dispatch centers.
3. Mass Casualty Incidents (MCI) refer to the *Regional Mass Casualty Plan* (+).
4. Determine needs for search and rescue resources to assist EMS.
5. Consider mutual aid ambulance services: UC Health, Platteville-Gilcrest Fire, Thompson Valley Ambulance, private Denver Metro and Boulder County area resources, etc.
6. Consider medical air operations and *Greeley OEM's Local Medical Air Ops Plan* (+): Northern Colorado MedEvac (Greeley, Boulder, Akron), UC Health Lifeline (MCR Loveland), AirLife Denver (Frederick, Cheyenne, Hugo), AirLink (Scottsbluff), Colorado National Guard Mission Ready Packages (MRP) (+), Wyoming Air National Guard Critical Care Air Transport Team (CCATT).
7. Notify area hospitals of projected numbers of casualties and, if known, the nature and seriousness of the injuries sustained by disaster victims via the EMS systems or other method.
8. Coordinate requests for medical field resources / field hospitals with OEM (e.g. Colorado National Guard Support, federal Disaster Medical Assistance Teams (DMATs), etc.)
9. Collect data and maintain status reports regarding patient loads and demands on city/county medical facilities. Provide latest information about casualties to the IST / EOC staff for decision-making and public information purposes.
10. Coordinate requests for state, military or federal assistance with OEM and Finance.
11. Assist in the coordination and integration of requested outside resources.
12. Track and document EMS and medical related activities, costs, and support until no longer needed for field operations (with OEM and Finance).
13. Provide updates on emergency medical and hospital response and recovery activities during the periodic EOC situation briefings and for the Situation Report.

Public Health, Mental Health, and Fatalities Management

The City of Greeley recognizes the need for coordination in the fields of public health, mental health, environmental mitigation response activities, and fatalities management. The notification and support of those tasked Weld County Agencies addressing these functions is essential. EOC liaison activities will be initiated so as to support these important services with any uncommitted Greeley resources during or after a disaster.

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Activation Criteria: This section should be activated by the Emergency Manager anytime an emergency or disaster situation presents the situation of mass fatalities or the risk of public health issues or unusual mental stress on responders and/or citizens. The Greeley Fire Department and Greeley Police Department will support the Lead Partner Agencies from Weld County.

Lead Partner Agencies: Weld County Department of Public Health and Environment, Weld County Department of Human Services (Social Services), and the Weld County Coroner's Office.

Public Health, Mental Health & Fatalities Management Checklist

1. A Greeley Emergency Medical System (GEMS) representative or Greeley Police Victim Advocate Unit representative will open the Public Health, Mental Health or Fatalities Management Tracking Log (ICS Form 214 or Electronic).
2. Obtain situation reports from IST at the EOC and IC/UC.
3. Determine needs and report to OEM and partner agencies.
4. Coordinate with Weld County OEM and Lead Partner Agencies.
5. Provide situational status reports and updates to the EOC's.
6. Track all equipment and personnel costs related to these functions with the assistance of the City of Greeley Finance Department.

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Public Works

Transportation (ESF-1)

Definition: Provide for coordination, control and allocation of transportation assets in support of the movement of emergency resources, including the evacuation of people and the redistribution of food and fuel supplies. This may include some or all of the following:

- Civil Transportation support
- Transportation safety
- Restoration/recovery of transportation infrastructure
- Movement restrictions
- Damage and impact assessment

Activation Criteria: The Emergency Manager and/or Public Works will activate, as needed, to meet established or anticipated transportation (Greeley-Evans Transit (GET)) needs during disaster response and recovery operations.

Supporting Departments/Agencies: Culture Parks & Recreation (CPR), Finance, City Attorney's Office, 233rd Space Group (CO ANG), Weld District 6 Schools, Charter Schools, Private Sector, and County, State and Federal agencies.

Roles and Responsibilities: Source, track and document transportation resources in support of emergency and disaster response and recovery operations. Coordinate with other city departments and outside partner agencies as needed.

Transportation Checklist

1. Open a transportation resource request/tracking/support log (ICS Form 214 or Electronic).
2. Establish contact/coordination with the Incident Commander or Unified Command.
3. Determine current and anticipated transportation resource needs based on information provided.
4. Contact supporting departments and partner agencies to determine the availability of transportation resources to meet current and anticipated transportation needs (other municipalities, schools, faith-based organizations).
5. Report the availability of transportation resources (city and outside agencies) to the IST.
6. Coordinate the delivery of transportation resources.
7. Identify un-met needs and advise the Emergency Manager or IST who will coordinate and request county or state assistance through Weld OEM and/or DHSEM.

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Public Works and Engineering (ESF-3)

Definition: Evaluate, maintain and restore public roads, bridges and drainage. Support private sector access in support of the restoration of critical private infrastructure (e.g. electric, natural gas, communications equipment, and water lines).

Activation Criteria: The Emergency Manager will request the Public Works Department to activate, as needed, to meet established or anticipated needs for public works (PW) and engineering support during disaster response and recovery operations.

Supporting Departments/Agencies: City Attorney's Office, Finance, Water & Sewer, Community Development, CDOT, Weld County Public Works, City of Evans Public Works, and Private Utilities.

Roles and Responsibilities: Provide public works and engineering expertise, staff, equipment and materials in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

Public Works and Engineering Checklist

1. Open a public works and engineering tracking log (ICS Form 214 or Electronic)
2. Establish contact/coordination with the IST at the EOC, Incident Commander or Unified Command.
3. Determine current and anticipated public works and engineering needs based on information provided.
4. Contact supporting departments and partner agencies to determine the availability of public works and engineering resources to meet current and anticipated needs.
5. Assess and report the availability of resources.
6. Coordinate the delivery of public works and engineering support with the IC or UC.
7. Coordinate with engineers from Community Development and Water & Sewer.
8. Identify un-met needs and advise the Emergency Manager or IST who will coordinate and request state and federal assistance through Weld OEM and/or DHSEM.
9. Document public works and engineering support and potential costs working with the Finance Department.
10. Assign engineers to initial damage assessment teams.
11. Assist OEM and IST in the development of a city-wide situation assessment, damage assessments, and situation reports if/when needed.

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Debris Management (ESF-3)

Definition: Provide for debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services.

Activation Criteria: This will be activated to support and coordinate the management of current or anticipated debris on public property resulting from a disaster event.

Supporting Departments/Agencies: Water & Sewer, Private Contractors, Volunteer organizations (Team Rubicon), and other Municipal, County, and State agencies.

Roles and Responsibilities: Support and coordinate the assessment, prioritization, removal and disposal of debris from public property resulting from an emergency/disaster event.

Debris Management Checklist

1. Open a Debris Management tracking log (ICS Form 214 or Electronic).
2. Refer to the Public Works Department's *Debris Management Plan* (+) and other department-specific SOPs.
3. Establish contact/coordination with the IST at the EOC and the Incident Commander or Unified Command as appropriate.
4. Identify and prioritize current and anticipated debris management needs based on information provided.
5. Coordinate an assessment of public health and environment issues with the Stormwater Division, the Water & Sewer Department, Weld County Department of Public Health and Environment, and/or the State of Colorado.
6. Contact supporting partner agencies to determine the availability to debris management / removal resources to meet current and anticipated needs.
7. Assess and report the availability of resources to the IST.
8. Coordinate the delivery of debris management support and removal resources to the IC or UC.
9. Identify un-met needs and advise the Emergency Manager or IST, who will coordinate and request county, state, and federal assistance through Weld OEM and/or DHSEM.
10. Document debris areas and debris removal activities to assist with the Situation Report.
11. Provide an update on debris management activities during the periodic IST/EOC situation briefs.

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Energy & Critical Infrastructure (ESF-12)

Definition: Provide for the rapid restoration of emergency and government services, roads, bridges and publicly held critical infrastructure. Support the restoration of private sector critical infrastructure. Liaison with the private sector for emergency power and fuel issues.

Activation Criteria: Disasters often damage critical infrastructures, such as power, water, and communications lines. Restoration of these assets is critical to community response and recovery efforts. This section will be activated by the Emergency Manager in response to current or anticipated disruptions of public services.

Supporting Departments/Agencies: Water & Sewer, Finance, the Private Sector (e.g. Xcel Energy, ATMOS Energy, Poudre Rural Electric Association (REA), Qwest, water and sanitation districts), and other County, State and Federal agencies.

Roles and Responsibilities: Restoring public services is primarily the responsibility of the private sector. The accomplishment of this shared responsibility requires close coordination with municipal and county agencies to provide access and security for these critical activities.

Energy and Critical Infrastructure, Restoration and Recovery Checklist

1. Open the Public Service Restoration tracking log (ICS Form 214 or Electronic).
2. Gather status information from local providers of critical public services (power, communications, medical services, fuel, food and water).
3. Develop an overall situation assessment of the status of critical public services with private industry and the IST.
4. Work with public service providers to determine needs and priorities for security and access to critical infrastructure.
5. Support and coordinate the public service restoration activities with the Incident Commander or Unified Command in the field.
6. Identify public service restoration-related response and recovery resource shortfalls and advise the Emergency Manager who will request county, state, and/or federal assistance.
7. Track and document public service restoration and estimated costs with the Finance Department.
8. Update public service response and recovery activities during the periodic IST/EOC situation briefings and for the Situation Report.

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Information Technology (IT)

Communications (ESF-2)

Definition: Provide communications, IT support, and data products to response and recovery efforts of first responders, city departments, and partner agencies. This section may include:

- Coordination with telecommunications industry
- Restoration/repair and temporary provisioning of communications infrastructure
- Protection, restoration, and sustainment of cyber and information technology

Activation Criteria: The Emergency Manager will request Information Technology Department (IT) to activate, as needed, to meet established or anticipated needs for communication, information technology, geographic information systems (GIS), and computer support needs during disaster response and recovery operations.

Supporting Departments/Agencies: Finance, Weld County Public Safety IT (PSIT), Weld County Regional Communications Center (WCRCC), Amateur Radio Emergency Services (ARES), Civil Air Patrol (CAP), 233rd Space Group, the private sector, State and Federal agencies.

Roles and Responsibilities: Provide radio, telephone, geographic information systems (GIS), GPS, and computer support services. Coordinate with other city departments and outside agencies as needed.

Telecommunications and Information Technology Checklist

1. Open a telecommunications and IT request/tracking log (ICS Form 214 or Electronic).
2. Establish contact/coordination with the IST/EOC staff and the Incident Commander / Unified Command in the field.
3. Determine current and anticipated telecommunications and IT needs based on information available.
4. Contact supporting agencies to determine the availability of telecommunication and IT resources to meet current and anticipated needs.
5. Assess and report the availability of resources to the IST.
6. Coordinate the delivery of telecommunication and IT support with the IC/UC and the IST at the EOC.
7. Identify un-met needs and report them to the Emergency Manager or IST who will coordinate and request county, state, or federal assistance.
8. Document telecommunication and IT support issues/challenges.
9. Assist the IST at the EOC in the development of a city-wide situation assessment, situation board, team communication program, and GIS mapping systems.
10. Ensure IT security for the entire network and support cybersecurity for all involved.

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Culture, Parks, and Recreation (CPR)

Mass Care / Housing & Human Services (EFS-6)

Definition: Manage and coordinate sheltering, feeding and first aid for disaster victims. Provide temporary housing, food, clothing, and special human needs in situations that do not warrant mass care systems. This assistance may continue well after the emergency phase of the response. Assist in coordinating and managing volunteer resources at the shelters.

Activation Criteria: In the event that residents of Greeley are displaced from their homes by man-made or natural disasters, or are forced to leave their homes due to a power failure or accidents involving hazardous materials, the CPR with the American Red Cross (ARC) will open and manage temporary shelters and provide for the immediate needs of shelter residents; lodging, food, clothing and personal items.

Supporting Departments/Agencies: City Attorney's Office, Finance, Human Resources, American Red Cross, Salvation Army, University of Northern Colorado, Aims Community College, Weld School District 6, United Way, Weld County Department of Human Services, private sector, State and Federal agencies.

Roles and Responsibilities: Provide safe, clean, secure temporary housing and basic needs for citizens displaced by disasters. Emergency managers and responders are encouraged to consider the American Red Cross (ARC) designated shelters as relocation sites for evacuees. The local ARC office should be contacted to arrange for shelter opening, preparation and management. Security for any opened shelters will be provided by the hosting jurisdiction.

Mass Care, Housing & Human Services Checklist

1. Open a mass care and human services tracking log (ICS Form 214).
2. Assess the situation to determine the need for mass care, sheltering and human services.
3. Coordinate with Weld OEM and the Weld County Department of Human Services.
4. Notify CPR and American Red Cross (ARC) for shelter coordinators to initiate the establishment of shelters. Designate shelter locations / anticipated opening times.
5. Identify logistical needs for the EM, IST, and Finance Department.
6. Request status reports as appropriate from ARC / City shelter coordinators.
7. Coordinate volunteer support for sheltering and human services needs; working with ARC, Colorado Voluntary Organizations Active in Disasters (COVOADs), etc.
8. Identify un-met mass care, sheltering and human services needs for the IST who may coordinate and request state and federal assistance through Weld OEM, DHSEM, or the SEOC.
9. Provide an update on mass care, sheltering, and human services activities during periodic IST/EOC situation briefings and for the Situation Report.

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Finance

Resources and Logistics (ESF-7)

Definition: Secure resources through mutual aid agreements, established contracts, volunteer organizations, and procurement procedures for all departments and partner agencies, as needed. Provide coordination and documentation of personnel, equipment, supplies, facilities and services used during disaster response and initial relief and recovery operations. Support effective reception and integration of augmentation resources. Assist other city departments and partner agencies with donation and volunteer management issues.

Activation Criteria: The Emergency Manager will activate the Finance Department, as required, to meet current and anticipated special event, response and recovery operations. The coordination of resources and logistical support to response and recovery operations is a core function (resource ordering) of the Emergency Operations Center (EOC).

Supporting Departments/Agencies: OEM, City Clerk's Office, City Manager's Office, Human Resources, CPR, American Red Cross, Colorado Voluntary Organizations Active in Disasters (COVOADs), Weld County OEM, Greeley-Weld County Airport State and Federal agencies, and the private sector.

Roles and Responsibilities: Effective coordination of local resources in support of response and recovery operations; rapid notification of Weld County OEM and/or DHSEM of un-met resource needs; and effective delivery and documentation of resource actions.

Important Note: If a state or federal disaster is declared in the City of Greeley, accurate emergency logs and expenditure records can help ensure maximum reimbursement of eligible emergency costs incurred during the emergency or disaster.

Emergency Contact List

A contact list with 24-hour phone numbers is maintained by the Emergency Manager for use during emergency situations. A copy of the Emergency Contact List and the Incident Support Team (IST) Contact List is available at the Office of Emergency Management (OEM) –always, and in the EOC -when activated. See EOC Appendix 1.

General Emergency Resources

The emergency personnel identified on the Emergency Contact List and the Incident Support Team (IST) Contact List should have access to the latest information about the resources available from their departments or organizations and be prepared to bring this information to the Greeley EOC. The Office of Emergency Management (OEM) strives to maintain a collaborative City Resource List, by requiring that the emergency management specialists on the City of Greeley Incident Support Team (IST) provide updated department-specific resource lists. These resource lists will provide a baseline of locally available response resources available to support emergency and disaster response. The resources will be stored

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on the EOC Resources shard drive, mobile flash drives at the EOC, and in hardcopy format in binders or department-specific resource books.

The City of Greeley participates in the State of Colorado Resource Mobilization Plan (*All-Hazards Resource Mobilization Annex* in the State Emergency Operations Plan) and the Colorado Resource Rate Form (CRRF) system. The CRRF Agreement and important city resources are listed on the Division of Homeland Security and Emergency Management (DHSEM)'s WebEOC Equipment Board. The Emergency Manager and supervisors on the Greeley Fire Department's Wildland Firefighting Team are the CRRF administrators for the City of Greeley in the WebEOC system.

Finance (Resources and Logistics) Checklist

1. Open a resources and logistics tracking log (ICS Form 214, Electronic, and/or Computer Database).
2. Develop and maintain (with the OEM) a directory of key contacts for goods, supplies, facilities and services. Check City of Greeley contracts list.
3. Establish liaisons with the other open EOC's.
4. Assist with mutual aid and intergovernmental agreements with other agencies and jurisdictions.
5. Determine methods for resource acquisition, if needed, during an emergency or disaster.
6. Prioritize requests for emergency supplies, equipment and services; support effective resource management.
7. Authorize the acquisition, distribution, use and maintenance of essential emergency resources and personnel.
8. Authorize funds for emergency purposes.
9. Obtain contracts for equipment, supplies and services during disaster.
10. Establish emergency purchase authorization procedures and identify authorized vendors.
11. Develop and maintain detailed logs of resource requests and disbursements and records of expenditures.
12. Provide a logistics and financial summary to the Emergency Manager for inclusion in the incident's Situation Reports.
13. Establish specific geographic information systems (GIS) requirements working with the GIS expert assigned to the IST.

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Greeley Police Department

Public Safety and Security (SF-13)

Definition: Provide for the protection of life and property by enforcing laws, orders and regulations. Provide for scene and perimeter security, traffic and access control, and assist with evacuations from hazardous areas.

Activation Criteria: The Emergency Manager will request that the police department activate this section in response to current or anticipated threats to public safety and security in a disaster event.

Supporting Departments/Agencies: OEM, City Attorney's Office, Finance, Human Resources, IT, Greeley Fire, C&E, 233rd Space Group's Security Forces Squadron, and other Municipal, County, State and Federal law enforcement agencies.

Roles and Responsibilities: Preserving and rapidly restoring public order and security are essential to response and recovery operations. The Police Department will perform under its statutory authority: ensuring the preservation of public order, the prevention of criminal activity, the preservation and collection of evidence, leading criminal investigations, and assisting with prosecutions.

Public Safety Restoration Checklist

1. Open Law Enforcement tracking log (ICS Form 214 or Electronic).
2. Liaise with the Incident Commander (IC) or Unified Command (UC) to determine the need for support from and to law enforcement agencies in support of current and anticipated needs.
3. Coordinate the staffing of the IST at the EOC and Police field operations.
4. Develop an overall situation assessment of law enforcement needs within the City.
5. Contact other municipal, county and state law enforcement agencies to determine mutual aid / assistance needs.
6. Support and coordinate the law enforcement activities for the IC or UC.
7. Liaise with state and federal law enforcement agencies, as needed, in support of law enforcement operations and investigations.
8. Identify law enforcement resource short-falls to the Emergency Manager for potential resource requests.
9. Track and document law enforcement related activities, costs, and support until no longer needed for field operations (with the assistance of Finance).
10. Provide an update on law enforcement response and recovery activities during the periodic IST/EOC situation briefings and for the Situation Report.

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Evacuation and Traffic Management (ESF-13)

Definition: Provide for the timely and appropriate decision to evacuate or shelter in place community members that are in danger. Coordinate the designation and implementation of effective traffic management to ensure the expedient access of response resources and the evacuation of the public as needed.

Activation Criteria: This section will be activated in support of the Incident Commander or Unified Command decision to order an evacuation of involved populations.

Supporting Departments: Public Works, Greeley Fire, C&E, CPR, CDOT, and other Law Enforcement agencies.

Roles and Responsibilities: Safety of the public often depends on two options: (1) sheltering in place or (2) evacuation. Evacuation is highly dependent on the circumstances and the hazard. The determination to direct the public to evacuate must be made quickly, based on facts, provide clear guidance, identify effective traffic management and routing, and be clearly and effectively transmitted to the public and those agencies responsible for its execution.

Under the Colorado Disaster Emergency Act of 1992 (as amended), the principle executive officer of a local government is empowered to declare a "local disaster." Upon that declaration, the response and recovery aspects of any and all local and inter-jurisdictional disaster emergency plans are activated 24-33.5-709 C.R.S. (Local disaster emergencies). A plan that authorizes evacuations furnishes the legal power to the local jurisdiction to issue evacuation orders. The Weld County Sheriff may also order an evacuation under his/her authority to keep the peace 30-10-516 C.R.S. (Sheriffs to preserve peace – command aid). Evacuation orders are enforced by criminal sanctions, and a person disobeys an evacuation order at his or her own peril.

The need to order an evacuation is a consideration the Incident Commander or Unified Command makes during the initial scene assessment. The evacuation order will also be passed to the Incident Support Team (IST), and, subsequently, to CPR and the American Red Cross so that shelter activities can be coordinated. The warnings of shelter in place or evacuation will be conveyed to the Weld County Regional Communications Center (WCRCC) (the Weld PSAP) for rapid notification to the impacted areas. The City of Greeley C & E representative with the IST will establish a Joint Information System for any public notifications and media releases from the EOC. Not all citizens may be able to comply with this order. These citizens must be identified and more specific instructions will be provided. See the Access and Functional Needs Annex for resources.

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Evacuation and Traffic Management Checklist

1. Collect the best available information on the hazards and vulnerabilities of an emergency or disaster situation.
2. Quickly assess the situation and identify appropriate evacuation routes and means of transportation.
3. Coordinate evacuation staging and sheltering with Greeley Fire and the Culture, Parks, and Recreation Department (CPR).
4. If required, issue the formal evacuation order under the appropriate authority (principal elected officer).
5. Develop and deliver clear directions to the public via a Joint Information System led by Communication & Engagement (C&E) at the EOC.
6. Provide clear guidance to populations that may be unable to comply with the evacuation order.
7. Establish efficient evacuation routing and traffic management that fully utilize all available means.
8. Direct access and functional needs (AFN) populations to request assistance, if needed. (See City of Greeley AFN Resource List (+))
9. Ensure the evacuation / transportation needs of hospitals, healthcare facilities, and assisted living centers are communicated to field personnel.
10. Assist in coordinating outside transportation for AFN or special needs groups.
11. Monitor evacuation activities and quickly act to resolve any issues (e.g. fuel, accidents, breakdowns, etc.) that may impede the speedy completion.
12. Provide updated information to evacuees by all available means (e.g. radio & television, social media, internet, signage) via the Joint Information System.
13. Provide access for emergency vehicles to the evacuation area with the assistance of Public Works.
14. Notify the Culture, Parks, and Recreation (CPR) Department and American Red Cross so they begin to designate shelters for the evacuating public.
15. Request that the American Red Cross provide a data collection / sharing capability to enable evacuees to register their evacuation status and help re-connect them with their families.
16. Track all evacuation activities and provide an update during the periodic IST/EOC situation briefings and for the Situation Report.

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Communication & Engagement (C&E)

Public Information (ESF-15)

Definition: Provide for effective collection, control, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance. Coordinate efforts to minimize rumors and misinformation during an emergency.

Activation Criteria: Activation of the Communication & Engagement (C&E) Department should be considered whenever the IST or Full EOC are activated. Disaster and preparedness public information is an on-going responsibility prior to, during and after a disaster occurs.

Supporting Departments/Agencies: OEM, City Manager's Office, City Attorney's Office, City Clerk's Office, Community Development, Finance, Human Resources, IT, CPR, Greeley Police, Public Works, Greeley Fire, Water & Sewer, ARES, IRC, United Way 211, other County, State and Federal Agencies

Roles and Responsibilities: The objective of emergency public information is to provide timely, accurate and comprehensive information about an emergency situation to the public and to the news media. Emergency public information can include general information about the incident, including a summary of government response actions and the projected duration of emergency conditions, as well as specific information and instructions regarding evacuations, street closures, shelter locations, hazardous areas to avoid, or where additional information can be found.

The Incident Commander in the field, local elected officials, and other staff at the EOC should be prepared to respond to media inquiries. In order to reduce confusion, control rumors and promote public confidence in emergency response efforts, a single point of contact will be established for the direct release of city-wide disaster-related information to the public and to the news media. The C&E personnel assigned to the City of Greeley Incident Support Team (IST) will act as the Lead PIO and will initiate a Joint Information System for all city departments and outside agencies involved.

It should be noted, that in smaller incidents a single spokesperson from the primary response agency (i.e. a department-specific PIO) at the scene should be designated to release information about the incident. In large and protracted disaster events where the IST / EOC are activated, a single spokesperson will be designated at the EOC to give media briefings and to approve coordinated news and public information releases. A Joint Information Center (JIC) may be established when a need exists to coordinate emergency information for a large number of agencies or jurisdictions.

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Public Information Checklist

1. Open a Public Information tracking log (ICS Form 214 or Electronic).
2. Activate the C&E's *Crisis Communication Plan* (+).
3. Contact Public Information contacts at command posts in the field and establish procedures for releasing coordinated information to the public and news media.
4. Maintain a list of print and broadcast media contacts for public information uses at the EOC. Maintain Press Release templates electronically.
5. Ensure information releases are consistent, accurate and timely.
6. Arrange on-site interviews for news media with appropriate officials and at locations in the field for opportunities to videotape damages or activities at the disaster scene.
7. Update websites, social media pages, and government access television (GTV8) with current information about the disaster. Include information about evacuated areas, shelter sites and what the current situation is.
8. Establish a Joint Information Center (JIC) to coordinate information releases from multiple agencies and jurisdictions when needed.
9. Notify news media and conduct scheduled media briefings (a media center or some other location for media briefings can be designated at a site outside of the EOC).
10. Assist in the establishment of a call center to handle citizen inquiries and to provide/verify information.
11. Contact communication partners, such as other government information units, private sector, non-profit, and non-governmental organizations (NGOs) (e.g. Weld County, the Downtown Development Authority, United Way 211, etc.).
12. Maintain file copies of all public information releases, news releases and citizen inquiries.
13. Monitor media broadcasts and social media to ensure accuracy of reports and establish methods for correcting erroneous information and controlling the spread of rumors.
14. Provide an update on public information activities during the periodic EOC situation briefings and for the Situation Report (EM, IST and Policy Group).
15. Prepare final news releases and advise media representatives of points-of-contact for follow-up information about the incident.
16. Contact outside resources to communicate with the Access and Functional Needs (AFN) and At-risk populations. See AFN Section of EOP Appendix #1 and the AFN Resource List (+) (e.g. language/culture, intellectual disabilities, hearing & vision impaired, etc.).

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Incident Support Team (IST) Public Warning / Emergency Messaging Options in the Joint Information System

<i>Type of Alert</i>	<i>Primary City Department / Partner Agency</i>	<i>Other</i>
Door-to-Door & Public Announcements (PAs)	Greeley Police Department Greeley Fire Department	IST
Reverse 911 (via CodeRED)	Weld County Regional Communications Center (WCRCC)	Police and Fire
Social Media	Communication & Engagement	Police and Fire
CodeRED Alert	Greeley OEM and Weld OEM	IST
Television/Radio	Communication & Engagement	Police and Fire
Message Boards	Greeley Public Works	IST
Informacast Emergency Messaging	University of Northern Colorado (UNC)	IST
RAVE Alert System	Aims Community College (All Campuses)	IST
IRC-NOCO Alert System	Immigrant and Refugee Center (IRC) of Northern Colorado	IST

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City Attorney's Office

Legal Counsel and Emergency Declarations (ESF-5, ESF-14)

Definition: Provide legal counsel to the Emergency Management Board (EMB), also known as the Policy Group in the EOC. Assist with drafting formal declarations, delegations, and orders.

Activation Criteria: Activation of the City Attorney's Office should be considered whenever the IST or Full EOC are activated, or with any legal issues / interpretations. The City Attorney or designee is assigned to the Policy Group in the EOC.

Supporting Departments/Agencies: OEM, City Manager's Office, Human Resources, C&E, Greeley Police Department, City Clerk's Office, Municipal Court, and County, State and Federal Agencies

Roles and Responsibilities: The City Attorney or designee will help prepare emergency/disaster declarations, emergency ordinances (e.g. curfews orders, price controls, etc.), and delegations of authority. The city attorneys will also provide interpretation of federal and state regulations that relate to emergencies and disasters. They will assist law enforcement, and participate on a risk management team with the Human Resources Department for insurance issues.

NOTE: The Municipal Judge may act as the City Attorney's designee whenever appropriate. Disaster Declaration and Delegation of Authority templates are stored on the EOC Resources shared drive (+).

ANNEX B
FLOODING

All-Hazards Emergency Operations Plan - Greeley, Colorado

Flooding

Lead Departments

The lead city departments for this Annex are the Public Works Department and the Water & Sewer Department.

Purpose

This Annex provides the basis for warning, emergency response, and EOC activation for a flood. Such floods may be the result of excess run-off / snowmelt, heavy rain, dam failure, mechanical failure, etc.

Reference

Public Works Street Division's *Poudre River (Flood Response) Program (+)*
National Weather Service (NWS) Advanced Hydrologic Prediction Service

Situations and Assumptions

Historically flooding has been relatively infrequent but when it occurs, populated and economically valuable areas adjacent to the Cache La Poudre and South Platte Rivers, their streams and tributaries and other flood plains as well as areas prone to flooding throughout the City can be adversely affected.

With adequate warning and timely reaction by city emergency response agencies, loss of life and injury and property damage can be held to a minimum. Where gradients are steep, the time of flood onset may be very short; successful evacuation will depend on timely warning and response. *** Flooding is a cascading event and has a “domino effect” that can cause significant problems for different city departments and partner agencies.

Hazard Analysis

The Federal Insurance Administration has published flood hazard area delineation maps indicating 100-year flood plains on the following streams and stream basins in the City of Greeley:

- Cache La Poudre
- South Platte

NOTE: The inundation and flood plain maps and other flood hazard information are on file in the Greeley Community Development Department, Public Works Department, and Water & Sewer Department.

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Flood Warning and Protection Measures

The City has access to information from the Colorado Division of Water Resources (DWR) which will aid in determining if flooding is imminent. Additionally, the National Weather Service (NWS) and river spotters / gauges provide valuable information to initiate warnings to city residents. Also, our city departments and state dam inspectors can provide advance notification with problems in local reservoirs throughout the city and county.

Flood watches and warnings are received by the Weld County Regional Communications Center (WCRCC) and disseminated to the affected jurisdictions' emergency services, public safety, and emergency management agencies.

1. A flood “watch” is issued when flooding is possible so that people in affected areas can monitor local media and social media broadcasts for emergency information and instructions.
2. A flood “warning” is issued when flooding is occurring or is imminent and when road closures and/or emergency evacuations may be necessary.

Notification and Warning

Flash Flood Warning

- a. Dispatchers or OEM receiving this warning will advise all city departments (awareness), and alert the Incident Support Team (IST).
- b. The EM and/or designee shall make an immediate decision regarding utilizing the CodeRED Community Notification System or Reverse 911 to warn residents likely to be impacted.
- c. The Public Works, Water & Sewer, Greeley Police, and Greeley Fire Departments will make an immediate assessment of stream levels and they will monitor rivers, irrigation ditches, and storm water issues.
- d. The EM will receive an on-going report on conditions, both levels/flow as well as rates of rainfall.
- e. As needed, the Incident Support Team (IST) will be activated to support any incident command posts (ICPs) or city operations relating to flooding.
- f. The IST working with the Greeley Police Department and Public Works Department will begin to plan for closures and evacuations.
- g. The Police Chief and EM or designees, after having received a sufficient amount of information indicating the seriousness of the situation, will make the decision to evacuate an affected area.
- h. If evacuation is chosen, police officers will then commence evacuation procedures with the assistance of all city departments and mutual-aid partners available.
- i. Area weather forecasts will be obtained for constant evaluation by the Greeley and Weld County OEM.

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State and Federal Assistance

The Greeley OEM will be in contact with the Weld County OEM and the DHSEM Field Manager. The EM will make requests for regional, state, and federal assistance through the DHSEM. The Colorado National Guard and US Army Corps of Engineers often assist in major floods.

US Bureau of Reclamation Flood Response Levels (used by State and Federal agencies)

Emergency response to potential and/or actual flood conditions should be accomplished in three phases (a complete description of the warning phases is located at Appendix B-3 of this Annex):

A. Readiness (Response Level 1 or 2)

1. When a flood threat is identified, the emergency response organization is alerted for possible activation, and increased surveillance procedures should be implemented. Normally, the initial threat notification may originate with the National Weather Service in the forms of watches and warnings. However, notification may also come from dam owners and/or spotters/stream watchers.
2. Based on the initial information gathered, an evaluation of the threat to life/property should be made including:
 - a. Inundation areas affected
 - b. Warning and evacuation requirements.
 - c. Safe areas - temporary shelters
 - d. Resources required
 - e. Activation of the EOC.

B. Emergency (Response Level 3)

1. When a flood warning is issued or actual flooding occurs and life/property is threatened, the EOC may be activated (if not already activated during the Readiness Phase). Warning and evacuation should be completed, and shelter provided to those people requiring temporary housing. Resources not already pre-positioned to mitigate the threat should be moved into position. Search and Rescue operations should proceed, as necessary.
2. Establish an Incident Command Post (ICP) near the affected areas(s) to coordinate on-scene actions, and to provide a link between on-scene ICP and the EOC.
3. Damage Assessment should begin; information should be collected and reported to the EOC. Preliminary Damage Assessments should be conducted on a timely basis utilizing preplanned procedures and templates.

C. Emergency (Response Level 3)

1. All efforts should be taken to restore public services as quickly as possible.
2. All departments/agencies represented in the EOC should coordinate necessary actions to sustain life and property.

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Department / Partner Agency Specific Responsibilities

OEM will:

- Activate and lead the IST.
- Coordinate with Weld OEM and National Weather Service (NWS).
- Determine staffing for flood response according to the needs of the specific emergency (Full or partial EOC activation).
- Coordinate all EOC activities to include status reporting, resource management, and supporting city departments and partner agencies.
- Request emergency action plans from Dam/Reservoir owners and/or Irrigation Ditch Companies in needed.
- Review the AFN Resource List and communicate with community partners.
- Work with IT GIS for mapping and situational awareness.
- Act as the liaison to state and federal agencies during damage assessment and the recovery phase.

Public Works will:

- Maintain responsibility for overall management during a flood event.
- Have IST representatives at the EOC, if activated.
- Monitor stream levels and rainfall intensity.
- Maintain drainage ways and storm sewer flow (city gauges, on-line resources).
- Identify the possible life safety risks and the need for evacuation(s).
- Determine the need for road and intersection closures.
- Deploy barricades / signage.
- Perform debris removal and restoration of services.
- Check drainage on streets and maintain free flow of inlets.
- Repair infrastructure.
- Notify all departments actively engaged in emergency operations of street closures and detour routes.
- Maintain traffic signals and traffic camera system.
- Provide emergency response personnel to monitor stream, river, and pond gauges, as needed.
- Initiate maintenance, repairs, and restoration of city-owned facilities and services.
- Provide technical assistance in hydrology-hydraulics and structural damage assessment.

Water & Sewer will:

- Assume overall management during a flood event if caused by water & sewer system or reservoir / dam failures.
- Have IST representatives at the EOC, if activated.
- Reduce flooding and problems with emergency controls and diversions.
- Repair and maintain water & sewer systems and other critical infrastructure.
- Utilize mutual aid resources from Colorado's Water/Wastewater Agency Response Network (CoWARN).
- Locate and provide potable water sources.

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- Conduct water quality testing.
- Coordinate with C&E for public information and emergency messages.

The Fire Department will:

- Provide emergency response.
- Perform search and rescue / swift water rescue for flood victims.
- Have IST representatives at the EOC, if activated.
- Activate high-angle rescue team for stranded victims.
- Hazardous Materials Response Team (HMRT) for pollution or water problems.
- Control and eliminate other hazards created by flood event.
- Provide drone support or request air support for field operations.

The Police Department will:

- Provide emergency response.
- Design evacuation plans specific to the incident.
- Coordinate evacuation(s) for flood victims and potential flood victims.
- Have IST representatives at the EOC, if activated.
- Identify the need for street and intersection closures.
- Report on malfunctioning traffic signals and other hazardous conditions.

The CPR Department will:

- Work with the American Red Cross (ARC) to establish temporary shelters for evacuees.
- Have a CPR representative at the EOC, if activated.
- Provide food and necessities to evacuees, volunteers, and first responders.

C&E will:

- Have IST representatives at the EOC leading the Joint Information System and all Public Messaging / Alerts.
- Activate the Crisis Communication Plan.

All Other City Departments will:

- Conduct support activities as deemed necessary to assist with response, public notification, evacuations, and recovery functions.

Weld County Department of Public Health and Environment

- Evaluate water purity-quality & other public health issues; coordinate response with City of Greeley.
- Direct the testing of water systems for pollution in areas directly or indirectly affected by the flooding.
- Arrange for potable water in areas adversely affected by water system pollution.

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Dam/Reservoir Owners will:

- Notify the Greeley or Weld County OEM of potential or imminent dam failures. This notification, in accordance with their Emergency Preparedness/Action Plan, should include as a minimum:
 - a. Current condition of the dam.
 - b. Potential or existing threat; actions being taken to eliminate or mitigate the threat, and by whom. Assistance, if any, required beyond owners capability.
 - c. Name of individual, locations, and type of communications link to be utilized for follow-up situation reports.

Irrigation Ditch Companies will:

- Respond to the notification of flash flood conditions, as appropriate, per their plan. Such response is not mandated but is done as a cooperative effort to assist the city and county disperse excess flood waters. This response may include some or all of the following:
 - a. Closing of an intake gate to reduce flow in the ditch either to dry up a damaged ditch or make room for more storm water flow or prevent overtopping.
 - b. Dumping or reducing the contents of the ditch either to dry up a damaged ditch or make room for more storm water flow or prevent overtopping.
 - c. Removing flow restrictions at the headwork's to increase flow in the ditch, taking it off river.
 - d. Removing flow restrictions to side ditches, increasing the capacity of the main ditch.

NOTE: Emergency Contact information for local Ditch & Irrigation Companies is in this Annex, Flooding Appendix 6.

FLOOD RECOVERY

- When flood waters subside it may be necessary to form a Debris Management Task Force (DMTF) and designate Temporary Debris Storage and Reduction (TDSR) sites per the *Debris Management Plan (+)*.
- Damage Assessment Teams with personnel from Community Development, Public Works, and Water & Sewer should be dispatched as soon as safe to do so for preliminary assessments and situational awareness.

APPENDICES FOR FLOODING ANNEX

1. Flooding Appendix 1: Dam/Reservoir Failure Checklist
2. Flooding Appendix 2: Dam/Reservoir Failure Flood Hazards
3. Flooding Appendix 3: High Hazard Dam List / City of Greeley Reservoir (Dam) List
4. Flooding Appendix 4: Potential Limited Flood Hazard: Irrigation Ditches
5. Flooding Appendix 5: Flood-Specific Resource Requirements
6. Flooding Appendix 6: Federal Flood Response Levels

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Flooding Appendix 1: Dam/Reservoir Failure Checklist

1. Validate warning notification messages received at the Weld County Regional Communications Center (WCRCC) from dam/reservoir operators and verify emergency information and instructions. Request dam EAP.
2. Contact OEM and ensure the Greeley IST / EOC is activated to coordinate the deployment of city resources and to facilitate requests for outside resources.
3. In catastrophic dam failure events, order immediate evacuation of all people in the dam failure inundation zone.
4. Notify neighboring jurisdictions that may be affected by downstream flooding from the dam failure.
5. Determine the types of emergency actions needed to protect the population in potential inundation areas and conduct emergency operations as necessary.
6. Forward reports of dam failures and flood conditions to the State EOC (Colorado DEM) at (303) 279-8855 and to the Dam Safety Branch at the Division of Water Resources (DWR), See local Division 1 contacts below.
7. Have C&E and OEM activate the Emergency Alert System (EAS) - radio and television stations and issue evacuation instructions and public warning information. Utilize the CodeRed Public Notification System / Reverse 911 to contact those in the mapped inundation area.
8. Implement ICS procedures in the field and establish security perimeters, patrols and traffic/access control procedures in and around evacuated areas.
9. Have CPR identify temporary shelter locations and coordinate the opening and management of designated facilities with the American Red Cross (ARC).
10. Coordinate with City Transit and partner agencies to dispatch city buses, school buses and/or other vehicles to schools and other facilities with occupants that require transportation out of possible inundation zones.
11. Have C&E prepare public information / news media releases indicating the name and location of the dam, current and expected flood conditions, recommended public safety actions, and advice to evacuees about when they can safely return to their homes.
12. Have Water & Sewer initiate actions to prevent possible sewage back-up and effluent discharges at wastewater treatment facilities.

State of Colorado Division of Water Resources (DWR) - Division 1: South Platte River Basin (Greeley Office)

Job Title: Dam Safety Engineer	Email: John.Batka@state.co.us
Full Name: John Batka	Phone: 970-217-9383

Job Title: Dam Safety Engineer	Contact: Kallie.Bauer@state.co.us
Full Name: Kallie Bauer	Phone: 970-420-4539

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Flooding Appendix 2: Dam/Reservoir Failure Flood Hazards

1. Hazard Analysis

Dam Hazard Class

The State Engineer (Division of Water Resources) classifies dams according to the following rating system:

- **Class I (High Hazard)** - Loss of human life is expected in the event of a sudden failure of the dam while the reservoir is at the high water line.
- **Class II (Moderate Hazard)** - Significant damage to improved property is expected in the event of a sudden failure of the dam while the reservoir is at the high water line, but no loss of life is expected.
- **Class III and IV (Low Hazard)** - Failure could cause damage to surrounding natural land and to the dam itself, but loss of life is not expected (EAPs not required by state law for low hazard dams).

***The rating does not reflect the structural integrity or maintenance level of the dam, only the potential consequences of a failure.

2. High and Moderate Hazard Dams in Weld County

There are high hazard dams and moderate hazard dams up-stream of the City of Greeley. The State Engineer's categorization of a dam as being high hazard means that if the dam failed there would be significant loss of life and/or property damage. It has nothing to do with whether the dam is inherently unsafe - a fact which upon occasion must be reiterated to the public. In addition to these, there are many low hazard dams and holding ponds which might be compromised, to a greater or lesser extent, in an earthquake. There is a possibility that some dams could be adversely affected with such seismic activity.

Although dam failures are rare events, they occasionally occur due to a variety of causes, including overtopping during flooding, improper maintenance or operation, earthquakes, and (potentially) acts of sabotage. As dams age and the water demands of a growing population increase, the dam failure hazard also increases, compounded by new development in dam failure flood inundation zones.

Dam-Specific Emergency Planning

State law requires that all public and private owners of **Class I (High Hazard)** and **Class II (Moderate Hazard)** dams prepare and update dam **emergency action plans (EAPs)** and exercise the plans on an annual basis. EAPs reduce the consequences and impacts of dam failure flooding by outlining what to do and who to call in an emergency. The principal component of an EAP is the procedure for providing timely warning information to people in the inundation zone, including the time available to evacuate and the safest evacuation routes. An EAP is usually accompanied by an inundation map or topographic map and/or an evacuation plan that shows downstream residents and businesses.

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Dam failure flood inundation maps

Flood inundation maps for Class I and Class II dams are on file at the Water & Sewer Department, Weld County OEM, Colorado DHSEM, and the State Engineer's Office (Division of Water Resources-DWR). The inundation maps indicate the extent of flooding that can be expected and the downstream flood crest travel times.

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Flooding Appendix 3: High Hazard Dam List / City of Greeley Reservoir (Dam) List

The following dams are located upstream of the City of Greeley and are rated “**high hazard**” according to the projected destructive forces and impacts if the dam experienced a catastrophic failure. **The rating does not reflect the structural integrity or maintenance level of the dam.**

UPSTREAM HIGH HAZARD DAMS:

Dam	Stream	County	Owner
Black Hollow	Black Hollow Creek	WE	Water Supply and Storage Co.
Boyd Lake	Big Thompson	LR	Greeley Loveland Irrigation
Cache La Poudre	Poudre	LR	Cache La Poudre Reservoir Co.
Carter Lake	Big Thompson	LR	Bureau of Reclamation
Chambers Lake	Joe Wright Creek	LR	Water Supply and Storage
Cobb Lake	Poudre	LR	Windsor Reservoir Co.
Dixon Canyon	Dixon Creek	LR	Bureau of Reclamation
Fossil Creek	Fossil Creek	LR	N. Poudre Irrigation
Horsetooth	Poudre	LR	Bureau of Reclamation
Lake Loveland	Big Thompson	LR	Greeley Loveland Irrigation
N. Poudre 2,5,&15	Poudre	LR	N. Poudre Irrigation
Olympus	Big Thompson	LR	Bureau of Reclamation
Soldier Canyon	Poudre	LR	Bureau of Reclamation
Spring Canyon	Spring Creek	LR	Bureau of Reclamation
Windsor	Poudre	WE	Windsor Reservoir & Canal

Reservoirs in the City (Treated Water Reservoirs)

23rd Avenue Reservoir (Rating 3) – 2503 Reservoir Road – 3 concrete reservoirs each with a 7.5 million gallon capacity; 37mg

Mosier Hill Reservoir (Rating 4) – 1205 54th Avenue – 1 concrete underground reservoir with a 15 million gallon capacity; 15mg

Gold Hill Reservoir – Highway 34 and Highway 257 – 1 concrete reservoir with a 15 million gallon capacity; 22mg

Gold Hill Elevated Tank – Highway 34 and Highway 257 – steel tank holding 2 million gallons of finished drinking water (170 feet high)

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High Mountain Reservoirs with Dams (Greeley-owned)

Milton Seaman Storage Reservoir (Rating 1) - Gateway Natural Area, Poudre Canyon (dam height 115 feet, storage 5,008 acre-feet)

Peterson Lake Reservoir (Rating 1) – Chambers Lake Area, Upper Poudre Canyon (dam height 38 feet, storage 1,180 acre-feet)

Barnes Meadow Reservoir (Rating 1) – Chambers Lake Area, Upper Poudre Canyon (dam height 47 feet, storage 2,349 acre-feet)

Comanche Reservoir (Rating 1) – Pingree Park, Upper Poudre Canyon (dam height 46 feet, storage 2,628 acre-feet)

Hourglass Reservoir (Rating 1) – Pingree Park, Upper Poudre Canyon (dam height 45 feet, storage 1,693 acre-feet)

Twin Lakes Reservoir (Rating 2) – Pingree Park, Upper Poudre Canyon (dam height 35 feet, storage 278 acre-feet)

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Flooding Appendix4: Potential Limited Flood Hazard: Irrigation Ditches

I. Hazard Analysis

In the past, there have been incidents of irrigation ditches leaking, or being in danger of breaching, either as a result of prolonged rain or lack of maintenance. In the few instances where this hazard has been present, evacuation on a limited basis has been required. This hazard is minor compared to other water related problems but with a breach or significant leak, lives and homes could be endangered. The following is a confidential listing of contacts for the various ditch companies involved in irrigation in Weld County.

II. Ditch Ownership & Emergency Contacts

Ditch	Owner	Contact
# 3 Union Colony	City of Greeley Raw Water (Greeley Irrigation Co.)	Roger Schmidt (Ops Sup) (970) 371-3728
Boyd Freeman (F Street)	City of Greeley	Roger Schmidt (970) 371-3728
Greeley-Loveland	Greeley-Loveland Irrigation Company	Dan Kammerzell (GM) (970) 352-0495 (970) 590-0299 cell Armando (Ditch R) (970) 302-4152
Boomerang	Private ownership – lateral off Greeley-Loveland Ditch	Rick Hertzke (970) 381-2664
Grapevine	Private ownership – lateral off Greeley-Loveland Ditch	Roger Schmidt (970) 371-3728
Grapevine/Bittersweet	Private ownership – lateral off Greeley-Loveland Ditch	Roger Schmidt (970) 371-3728
Ramsdale	Private ownership – lateral off Greeley-Loveland Ditch	Gary Weidamen (970) 590-6500
Ogilvy ditch	Ogilvy Irrigation & Land Company	Don Whacker (President) (970) 371-5322 Steve Cockroft (Ditch R) (970) 371-3134

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Flooding Appendix 5: Flood-Specific Resource Requirements

Category	Type	Source
Heavy Equipment	• Front-End Loaders • Bull Dozers • Backhoes • Dump Trucks • Trash Trucks • Tow Trucks - etc.	• Public Works – Water & Sewer • Private Commercial Contractors • Other Local Jurisdictions • Colorado Dept. of Transportation • Colorado Army National Guard • US Army Corps of Engineers, other state and federal agencies
Transportation Resources	• Buses • Specially-Equipped Vans for Elderly, Handicapped, 4WD Clubs	• Greeley-Evans Transit (GET) • Public Works - Fleet Management • School District, Charter Schools • Private Commercial Sources • American Red Cross (ARC)
Supplies and Materials	• Sandbags & Instruction / Sandbag Machine/Trailer	Public Works (Streets)
	• Sand • Dike Materials • Street Barriers and Barricades	Public Works (Streets)
	• Boots • Shovels • Chain Saws • Pumps • Portable Generators	• Public Works – Water & Sewer • Private Commercial Sources
Signage	“Do Not Enter” and “Condemned Property” Signs	• Comm Development (Building Inspectors) • GFD - GPD
	Potable Water Supplies	• Water & Sewer • Finance (Purchasing) • Weld County • Private Commercial Sources
Shelters	• Temporary Evacuation Centers • Mass Care Facilities (Shelters)	• American Red Cross (ARC) • Culture Parks & Rec (CPR)

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Flooding Appendix 6: Federal Flood Response Levels

The US Bureau of Reclamation (BOR) utilizes three response levels based on early warning system gauges to indicate rainfall and stream flows.

Response Level 1

Level 1 is the least serious. The declaration of Response Level 1 means involved organizations need to “Get Ready” for emergency response activity. No significant actions are required except to continue monitoring hydrologic parameters. Nothing serious has developed yet but the gauges indicate that it is raining hard or stream flow is increasing. Operational releases may impact low-lying areas and could damage property. If conditions persist, this could develop into a significant event. Reclamation personnel will initiate and implement a “Communications Check” which will include a notification to the Greeley Police Department (the 24 hour warning point) and the National Weather Service that a Response Level 1 has been declared.

Response Level 2

Declaration of Level 2 means that involved agencies and organizations should “Get Set” because conditions are now more serious than those categorized in Response Level 1. The dam will not have failed, nor is failure imminent; however, operational releases will impact low-lying areas and could become life-threatening. BOR personnel will notify the GPD and the National Weather Service that a Response Level 2 has been declared. Local EM officials and response agencies should mobilize response resources and position them downstream in preparation for a potential evacuation. Evacuation of low-lying areas will be necessary. The National Weather Service will activate the NOAA radio system with an appropriate warning message. All actions specified in the BOR emergency action plan will be initiated.

Response Level 3

Declaration of Level 3 means involved agencies and organizations must “GO” - Local authorities will implement evacuation procedures under the assumption of a worst case scenario. The declaration and implementation of this level means that populations at risk are in **IMMINENT DANGER** and that evacuation of populations at risk in the dam failure inundation area is **REQUIRED**. (**Reminder:** inundation maps for all Class 1 dams on file in the Weld County EOC) For this response level, major, life threatening operational releases will be made, major structural damage to the dam may occur, or the physical condition of the dam may have deteriorated such that stabilization is not possible and the dam will fail. This may be the result of worsening conditions since declaration of Response Level 1 or 2, or it could be that conditions have developed right away that are so serious that an immediate declaration of a response level 3 is warranted without first passing through less serious response levels. Reclamation officials will notify the City of Greeley and the National Weather Service (NWS) that Response Level 3 has been declared. The GPD will notify appropriate public safety officials that Response Level 3 has been declared and that they should initiate their expected actions for this response level. The NWS will activate the NOAA radio system with an appropriate warning message. All actions specified in the BOR emergency action plan as well as those indicated in this EOP will be implemented.

ANNEX C

HAZARDOUS MATERIALS

Oil and Gas Emergencies

Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Agents

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Hazardous Materials

Lead Department

The lead city department for this Annex is the Greeley Fire Department.

Purpose

This Annex provides the basis for emergency support to a Hazardous Materials Response Team (HMRT) deployment and EOC activation for a hazardous materials incident.

Situations and Analysis

Hazardous materials used in agriculture, industry, and in the home pose a daily hazard to people and the environment. Greeley residences are vulnerable to the adverse effects of accidents and incidents involving hazardous materials.

Hazardous materials incidents encompass a wide variety of potential situations including fires, spills, radiological incidents, transportation accidents, chemical reactions, explosions, leaks, environmental impact spills of products not classified as hazardous materials and similar events. The hazard of the material itself may include flammables, combustibles, explosives, compressed gases, cryogenics, poisons, toxins, corrosives, carcinogenic materials, radiological and any combination thereof. This annex provides a general framework for supporting a hazardous material incident, but does not address the specific tactics, control measures, or clean-up.

For prescribed and recommended incident activities and specific tactics reference should be made to the Greeley Fire Department's Hazardous Materials Response Team (HMRT)'s Standard Operating Procedure (SOP) 8.3.2 and the GFD Regional HMRT's incident-specific tactical plans. The Weld County Office of Emergency Management (OEM) leads the Weld County Local Emergency Planning Committee (LEPC). Regional resources to stabilize hazardous materials incidents are identified in the *Weld County Hazardous Materials Transportation and Emergency Response Plan*.

The Greeley Fire Department (GFD) Regional Hazardous Materials Response Team (HMRT) is the designated special response resource dealing with dangerous goods or hazardous materials incidents in North Weld County. The Greeley Fire Department is the Designated Emergency Response Authority (DERA) for the City and fire districts contracting with the City. The regional HMRT is comprised of certified hazardous materials technicians from: the Greeley Fire Department, Eaton Fire Protection District, Evans Fire Protection District, Front Range Fire/Rescue, Platte Valley Fire Protection District, Platteville-Gilcrest Fire Protection District, and Windsor-Severance Fire/Rescue. The regional HMRT responds to hazardous materials calls and consults in these jurisdictions/fire districts. The Weld County Sheriff's Office and Weld County OEM may request the GFD Regional HMRT for incidents in unincorporated Weld County. A Unified Command may be established with the Colorado State Patrol (CSP)'s Hazardous Materials Team when

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transportation routes are involved. The regional HMRT may also have a Unified Command (industry liaisons) with the energy industry when oil & gas sites or pipelines are involved.

Dangerous chemicals associated with oil and gas production are prevalent in the City of Greeley. According to the Weld County OEM's Hazardous Materials Coordinator, the most common hazardous materials in Weld County are: (1) anhydrous ammonia, (2) chlorine, (3) 20%+ ammonia, (4) sulfur dioxide, and (5) chloroform. There are over 2,000 Tier II hazardous materials sites registered in the City of Greeley (formerly Union Colony) and the Western Hills Fire Protection District, the bulk of these are oil and gas sites. There are fifty Tier II facilities with Extremely Hazardous Substances (EHS) in the city-limits.

Accidental versus Intentional

Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) materials are very dangerous. CBRNE events can be accidental (including: human error and technological failures) or intentional attacks. Accidental CBRNE events are obvious hazardous materials incidents. CBRNE warfare or CBRNE attacks are also handled as hazardous materials incidents, but crime scene control and evidence preservation for the law enforcement investigation are also prioritized. See the CBRNE Basic Incident Template in Hazmat Appendix 11 of this Annex.

Hazard Analysis Summary

A. Oil & Gas Industry:

Weld County is the number one producer of oil and gas in the State of Colorado. 88% of all crude oil production and 36% of all natural gas production in Colorado comes from Weld County. It is estimated that there are over 1200 miles of hazardous liquid and gas transmission pipelines (underground) in the county. Greeley has approximately 500 gas and oil well sites in its city-limits.

B. Major thru-ways:

Interstates and Highways in Weld County are heavily traveled by transports which frequently carry a wide variety of hazardous materials on any of the designated HazMat routes. The City of Greeley is a regional industry and transportation hub with Highway 34, Highway 85, and Highway 257.

C. Railroad:

Railroad cars filled with potential hazards, often not placarded, with no means of ascertaining the contents, pass regularly through the majority of municipalities within the county, and, specifically, via two major railways in the City of Greeley.

D. Schools:

UNC, Aims Community College, and local high schools have smaller laboratory facilities and store numerous hazardous chemicals.

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E. Bulk Plants:

Numerous plants throughout Weld County handle a variety of petro-chemicals, industrial facility fertilizers, pesticides and polymers in large amounts. There are numerous Tier II facilities in the Greeley Fire Department's jurisdiction.

Other Response Plans

Particularly during emergency situations, accurate identification of the types and amounts of hazardous materials has proven to be difficult. Response plans are necessary to provide management, coordination, and control for all levels of incidents.

Facilities, corporations, and transportation companies (trucking, railroad, pipeline, etc.) should have emergency response plans. Gas and oil well sites should have site-specific Tactical Response Plans (TRPs) and pipeline have Emergency Response Action Plans (ERAPs). The Incident Support Team (IST) at the Emergency Operations Center (EOC) should request copies of these response plans at the on-set of an incident.

Direction and Control/Coordination

Direction of overall response activities in the City of Greeley and Western Hills Fire Protection District shall be provided by the Greeley Fire Department, the Designated Emergency Response Authority (DERA).

The Incident Commander or Unified Command will direct the activities of deployed emergency response elements through the Incident Command Post (ICP). The response will initially concentrate on the immediate needs at the incident site by isolating the area, implementing traffic controls, containing the spill and formulating and implementing protective actions for emergency responders and the public at risk.

OPERATIONAL BUILD-UP RECOMMENDATIONS

- A. *Incident Commander, Engine Company, Medical, County Public Health Department, City OEM, Industry Experts*
- B. *Incident Commander/Unified Command, Regional Hazardous Material Response Team (HMRT), Incident Support Team (IST) or Treatment Assessment Group, Engine Company, Medical, Assisting Agencies, County and State Public Health, City and County OEM (LEPC), Industry Experts*
- C. *Incident Commander/Unified Command, Regional Hazardous Material Response Team (HMRT), Incident Support Team (IST) or Threat Assessment Group, Engine Company, Medical, Assisting Agencies, Mutual-aid Hazmat Teams, City and County OEM (LEPC), PIO Team (Joint Information Center), Industry Experts, Shippers/Manufacturers, Task Force/Strike Team, Other Experts, DHSEM and Other State Agencies, Incident Management Team (IMT)*

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ON SCENE BEST PRACTICES RELAYED TO THE FIELD

Emergency personnel at the scene of a hazardous materials incident:

- a. Establish an Incident Command, recommend an Incident Command Post (ICP) with a Unified Command (or Industry Liaison in ICS).
- b. Isolate and declare a restricted zone protecting the incident scene.
- c. Protect and/or save human life and property when at all possible, and at no unnecessary risk to response personnel.
- d. Take necessary steps to identify the product(s) and determine the hazard class.
- e. Take feasible steps necessary and appropriate to protect and safeguard the response personnel.
- f. Restrict, stop and redirect traffic when necessary.
- g. Take necessary actions to contain or prevent uncontrolled spread of the hazardous material.
- h. Isolate and hold all suspected contaminated persons for further examination by specialists, and/or by a medical facility. If there are casualties requiring medical attention, take only necessary life-saving actions prior to the arrival of a qualified hazardous material specialist and/or a specially trained medical unit. Decontamination of all affected persons shall take place prior to medical attention. Insure that all attendants and medical facilities are aware of the nature of the incident and the possibility of contamination still exists.

HAZMAT INCIDENT SCENE (MAPPING, SIGNAGE, EVACUATIONS)

A. Restricted Access Area (Hot Zone)

The restricted access area and it is considered to be the area of highest real and potential danger, contamination, and threat to life safety.

The restricted access area shall be declared and identified, as deemed necessary by the Incident Commander / Unified Command and Regional HMRT. Once identified, only hazmat technicians, and other designated personnel of necessity will be allowed to enter the restricted access area. This area may also be referred to as the "Hot Zone."

B. Limited Access Area (Warm Zone)

The limited access area will be considered to be the area within which some potential or real danger exists. Access to this area will be limited to only those engaged in direct control and identification measures. Only that apparatus and equipment which is necessary to assist fire department and HMRT efforts to implement control measures will be allowed within the designated limited access area. All other equipment, personnel, and apparatus of all agencies will remain outside this identified perimeter. This area will also be referred to as the "Warm Zone."

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C. Safe Haven Area (Cold Zone)

The safe haven area will be considered to be the area that is free from danger. Access to this area will be limited for non-emergency personnel. All equipment, personnel, and apparatus not directly involved in the operation shall stay in the "Cold Zone."

RESPONSE TO OIL & GAS EMERGENCIES

A. Greeley Fire Department

- * Refer to the Greeley Fire Department Oil & Gas Incident Emergency Response Guidelines (+) (on the EOC Resources shared drive).
- * Does the incident need to be reported to the Colorado Oil & Gas Conservation Commission (COGCC) or the US Environmental Protection Agency (EPA)?

B. Greeley Police Department

- * Refer to the Greeley Police Department's Law Enforcement Response to Oil & Gas Emergencies (+) document (on the EOC Resources shared drive).
- * Is this a criminal or terrorist incident requiring state or federal investigators?

C. Oil & Gas Industry

- *Refer to the well site's site-specific Tactical Response Plan (TRP) (on scene at the muster point). (TRP template on the EOC Resources shared drive(+))
- *Refer to the pipeline company's Emergency Response Action Plan (ERAP) (provided by pipeline owner/operator).
- *SMEs at Front Range Emergency Resources Co-Op (FRERC)

D. Weld County Oil and Gas Energy Department (OGED)

*(970) 400-3580

E. Colorado Oil & Gas Commission (COGCC)

- *Refer to the COGCC Emergency Response Plan (on the EOC Resources shared drive (+)).

HAZARDOUS MATERIALS INCIDENT LEVELS (NFPA 472, 473)

LEVEL 1 - incident contained, extinguished, abated with resources readily available to the first responders having jurisdiction.

LEVEL 2 - incident beyond capabilities of first responders on scene; requires regional response team; incident poses immediate and long-term risk to the environment and public health.

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LEVEL 3 - incident beyond the capabilities of a single regional or state response team; requires additional state, federal, or private resources; incident poses extreme, immediate and/or long-term risk to environment and public health.

INCIDENT TYPES

FEMA categorizes incidents into five types, with 5 being the simplest and 1 being the largest and most complex. Definitions of incident types are summarized below:

- Type 5 Incidents involve one or two single resources with up to six personnel and are usually contained within one operational period.
- Type 4 Incidents typically require Command Staff and, and if needed, General Staff functions to be activated. Usually, several single resources are required to mitigate the incident.
- Type 3 Incidents require that an Incident Management Team (IMT) or incident command organization manages initial actions with a significant number of resources and an extended response until containment/control is achieved. Type 3 incidents usually extend into multiple operational periods and local resources are exhausted so that regional and/or state mutual aid is required.
- Type 2 Incidents require regional and/or national resources to safely and effectively manage the operations. Most or all Command and General Staff positions are filled. Operations personnel typically do not exceed 200 per operational period and the total does not exceed 500.
- Type 1 Incidents are large, complex incidents that require national resources to safely and effectively manage the operations. Operations personnel typically exceed 5000 per operational period and more than 1,000 responders will be involved. The response will cover multiple operational periods and may extend to weeks or months.

Public Safety

The primary objective of every hazardous materials response is to protect people, property and the environment. This includes the employees of the affected facility, site, and/or transportation company; as well as citizens and visitors in the immediate area of the release and/or the projected plume. Protection of the public during a hazardous materials emergency is a complex undertaking. Evacuation is the recognized standard for population protection; however, recent research indicates shelter-in-place should be considered as a better alternative for many hazardous materials incidents.

Each strategy (evacuation or shelter-in-place) has inherent advantages and disadvantages.

- (1) The advantage of Evacuation is it removes employees, citizens and visitors from the present and any future risks in the affected area. The concept of removing the population

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from risk is also an acceptable and preferred strategy for many members of the public. Evacuations are however highly disruptive events which create other challenges such as traffic control and sheltering. An effective evacuation may take hours to complete, during which evacuees may be exposed to unsafe concentrations of the toxic substance they are attempting to avoid.

- (2) Shelter-in-place can be instituted in a relatively short period of time. The population does not have long distances to travel and they are, for the most part, familiar with their surroundings. The speed with which a shelter-in-place effort can be implemented may make it the only reasonable short-term protective option for hospitals, nursing homes and corrections facilities. However, the concept of shelter-in-place is a foreign notion to many citizens who will self-evacuate. It should be considered only for incidents expected to last for a short duration.

No single protective strategy is applicable in all situations whereas some incidents may be suited to either evacuation or shelter-in-place.

Containment

The primary responsibilities of the Regional HMRT shall be scene stabilization, product identification, product containment, and personnel decontamination.

CLEAN-UP AND RECOVERY CONSIDERATIONS

1. The Greeley Fire Department shall coordinate with private companies and the departments of public health for clean-up and removal of the hazardous substance involved in an accident and to provide limited oversight for the clean-up and recovery of the hazardous substance. The Regional HMRT may establish remediation parameters, review and approve remediation plans, and/or assist with determining an appropriate contractor.
2. The IC/UC shall direct the State of Colorado or private companies to initiate clean-up and disposal operations, in accordance with current laws and regulations.
3. Responsibility for clean-up costs for transportation accidents shall ultimately be that of the carrier of the hazardous material.
4. Responsibility for clean-up costs for private industry accidents involving hazardous materials shall be that of the involved companies.
5. In the event the identity of the spiller is unknown, or the spiller is no longer available and responsible, or the spiller is incapable of paying, it becomes the responsibility of the governmental agency charged with the responsibility for the hazardous material response to remove and/or pay for the removal of the

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hazardous material. A reimbursement form for expenses incurred shall be submitted to the Colorado Department of Public Health and Environment via City of Greeley and Weld County OEMs.

6. The IST and Regional HMRT is responsible for the site safety plan, incident report, and necessary ICS forms for a hazardous materials incident. These reports together with other records of events and all other incident documentation is essential to claims for reimbursement and/or assistance from the state emergency funds.

Disposal of Hazardous Materials

1. All clean-up and disposal will be done in accordance with applicable Federal, State, County, and Municipal Laws or Codes.
2. In the event the spill is on federal, state or county roadway the CSP will be consulted.
3. In the event the spill is on public or private land and the spiller is known, the responsibility of disposal will be that of the spiller.
4. In the event the spill is on public or private land and the spiller is not known, the responsibility of the disposal of the hazardous substance is on the land-property owner.

DEPARTMENTS AND AGENCIES:

Greeley Fire Department – establish Unified Command (UC) and deploy the Regional Hazardous Materials Response Team (HMRT).

Greeley Police Department - responsible for crowd control, traffic control, scene security, criminal investigations, and shall coordinate and control evacuation activities. May deploy the Greeley-Weld Bomb Squad.

City of Greeley OEM - monitor the events of selected minor and all major hazardous material incidents and shall coordinate needed resources and efforts of other agencies within the jurisdiction. Coordinating with Weld County OEM and DHSEM.

Weld County OEM – leads the Weld County Local Emergency Planning Committee (LEPC) and manages all Tier II facility data for the county.

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Weld County Department of Public Health and Environment - provide assistance and information regarding human health and environmental health dangers. They will also provide assistance and information regarding laboratory analysis and laboratory locations. May provide information regarding clean-up and disposal procedures after the product has been identified.

Weld County Oil and Gas Energy Department (OGED) – responsible for permitting, regulating, and enforcing surface regulations related to oil and gas operations for drilling site in unincorporated Weld County.

City of Greeley Public Works Department - assist in necessary road closures, detours, and establish control zones. May also assist the fire department in appropriate clean-up and scene stabilization for incidents on surface streets according to local capability.

City of Greeley Water & Sewer Department - providing remedial actions when a hazardous material may affect water sources and distribution systems. Coordinating with Public Work's Storm water experts and hazardous materials (clean-up) contractors.

Colorado State Patrol (CSP) - the Designated Emergency Response Authority (DERA) on any federal, state, or county roadway located outside municipal city limits. The CSP Hazardous Material Team has capabilities for transportation incidents. CSP will also provide for traffic supervision and control on all state highways, state owned bridges, and on highways within unincorporated areas. They shall work with CDOT to provide traffic control, traffic re-routing, road closure, prevention of unauthorized entry into restricted and limited access areas, and assist local authorities as requested.

Colorado Division of Parks and Wildlife (CPW) - provide recommendations and guidelines when a hazardous substance has or may contaminate streams or waterways.

Colorado Department of Public Health and Environment (CDPHE) - responsible for protecting public health from low-level radioactivity and hazardous materials. Their further responsibilities include protecting food and water supplies from the effects of hazardous materials incidents, and designating a location for the disposal of hazardous waste. All incidents involving radioactive materials should be reported to the State Department of Public Health and Environment's Hazardous Materials Radiation and Waste Control Division (HMRWCD)

Colorado NG Civil Support Team (CST) – Full-time CBRNE response unit in the Colorado National Guard (8th WMD-Civil Support Team) stationed at Buckley Air Force Base with a 2 hour response time to assist with level 1 hazmat and WMDs – detect and mitigate

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US Nuclear Regulatory Commission (NRC) – federal agency with expertise in nuclear reactors, nuclear materials, radioactive waste, nuclear security, and nuclear emergencies – emergency levels are: (1) Unusual Event – low significance, (2) Alert. (3) Site Area Emergency, (4) General Emergency – high significance

US Environmental Protection Agency (EPA) - responsible for the protection of the environment from all types of contamination, and must be notified of incidents of hazardous materials resulting in contamination. The National Contingency Plan specifies the Federal On-Scene Incident Commander for inland waters and ground to be the EPA.

US Department of Energy (DOE) - assists and provides technical information in the handling and disposal of radiological sources and nuclear materials.

US Department of Transportation (USDOT) – has responsibility to regulate the transportation of hazardous materials. The USDOT, through its National Transportation Safety Board (NTSB) and Pipeline and Hazardous Materials Safety Administration (PHMSA), also investigates transportation accidents.

US Coast Guard (USCG) - responsibility encompassing the Nations' coastline and major navigable waterways. They can provide for the decontamination and clean-up of any material that enters and affects the waters. The National Contingency Plan specifies the federal on-scene Incident commander for Coastal Waters as the U.S. Coast Guard. USCG staffs the National Response Center (NRC) (1-800-424-8802) for oil spills, chemical releases, or maritime security incidents.

CHEMTREC (1-800-424-9300) – Free 24/7 Chemical Response Call Center with emergency service specialists (hazmat and toxicology experts).

Colorado Oil & Gas Conservation Commission (COGCC) – within the Department of Natural Resources, the COGCC regulates the development and production of oil and gas in the state. COGCC maintains the COGIS (Colorado Oil & Gas Information System). <https://cogcc.state.co.us/data.html#/cogis>

Front Range Emergency Resources Co-Op (FRERC) - Industry members and government agencies working together for best practices in tactical response to incidents or emergencies <https://sites.google.com/site/fronrangeerc/resources>

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APPENDICES TO HAZARDOUS MATERIALS ANNEX

HAZMAT APPENDIX 1	CATEGORIES OF HAZARDOUS MATERIALS
HAZMAT APPENDIX 2	INITIAL HAZARD ASSESSMENT CHECKLIST
HAZMAT APPENDIX 3	MAJOR INCIDENT CHECKLIST
HAZMAT APPENDIX 4	EVACUATION CHECKLIST
HAZMAT APPENDIX 5	CHEMTREC / NRC INFORMATION
HAZMAT APPENDIX 6	HAZARDOUS DEVICES
HAZMAT APPENDIX 7	MILITARY ASSISTANCE INFORMATION
HAZMAT APPENDIX 8	GENERAL CHARACTERISTICS / EXAMPLES
HAZMAT APPENDIX 9	WELD COUNTY LEPC SPILL REPORT AND HAZMAT INCIDENT REPORT FORM
HAZMAT APPENDIX 10	CHEMICAL CONTAMINATION / DECONTAMINATION RECORD
HAZMAT APPENDIX 11	CBRNE BASIC INCIDENT TEMPLATE AND CHECKLIST
HAZMAT APPENDIX 12	RESOURCE LIST FOR HAZMAT

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HAZMAT APPENDIX 1

CATEGORIES OF HAZARDOUS MATERIALS (HAZARD CLASSES 1-9)

- a. **Explosive** Any chemical compound, mixture, or device, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat. **CLASS 1**
- b. **Flammable Gas** Any gas which, in a mixture of 13% or less by volume, with air, is flammable at atmospheric pressure, or its flammable range with air at atmospheric pressure is wider than 12% (by volume) regardless of a lower flammability limit. **CLASS 2**
- c. **Nonflammable Gas** Any compressed gas other than a flammable gas. **CLASS 2**
- d. **Flammable Liquid** Any liquid having a flash point below 100 degrees F as determined by tests listed in the Code of Federal Regulations 49, Section 17.115 (d). **CLASS 3**
- e. **Combustible Liquid** Any liquid having a flash point above 100 degrees F as determined by tests listed in the Code of Federal Regulations 49, Section 173.115. **CLASS 3**
- f. **Flammable Solid** Any solid material, other than an explosive, which is liable to cause fires through frictions, retained heat from manufacturing or processing, or which can be ignited readily and when ignited burns vigorously and persistently as to create a serious transportation hazard. **CLASS 4**
- g. **Oxidizer** A substance that yields oxygen readily to stimulate the combustion of other material. **CLASS 5**
- h. **Organic Peroxide** An organic compound which may be considered a derivative of hydrogen peroxide where one or more of the hydrogen atoms have been replaced by organic radicals, and readily releases oxygen to stimulate the combustion of other materials. **CLASS 5**
- i. **Poison A** A poison gas, extremely dangerous, gases, or liquids of such nature that a very small amount of the gas, or vapor of the liquid, mixed with air is dangerous or lethal to life. **CLASS 6**

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- j. **Poison B** Liquids or solids, including pastes, semi-solids, and powders other than Class A or Irritating Materials, which are known to be so toxic to man as to afford a hazard to health. **CLASS 6**
- k. **Irritating Material** A liquid or solid substance which upon contact with fire or when exposed to air gives off dangerous or intensely irritating fumes, but not including any Class A poisonous material. **CLASS 6**
- l. **Radioactive Material** Also known as Radiological Material is any material or combination of materials that spontaneously emits ionizing radiation, and having a specific gravity greater than 0.002 micro curie per gram. **CLASS 7**
- m. **Corrosive Material** Any liquid or solid, including powders, that cause visible destruction of human skin tissue or a liquid that has a severe corrosion rate on steel or aluminum. **CLASS 8**
- n. **Miscellaneous Hazardous Material** A substance or article that presents a hazard during transportation, but does not meet the definition of any other hazard class. Examples of miscellaneous hazardous materials include solid dry ice, lithium batteries, magnetized materials, elevated temperature substances, environmentally hazardous substances, lifesaving appliances (349). **CLASS 9**
- o. **Etiological Agent** An etiological agent means a viable microorganism, or its toxin which causes or may cause human disease. Also referred to as infectious agents. **CLASS 6**
- p. **Consumer Commodity** A material that is packaged or distributed in a form intended and suitable for sale through retail sales agencies for use or consumption by individuals for purposes of personal care or household use. This term also includes drugs and medicines. **CLASS 9**

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HAZMAT APPENDIX 2 INITIAL HAZARD ASSESSMENT CHECKLIST

1. LOCATION (exact)_____
2. INITIAL SURVEY:
 - A. THREATS TO POPULATION_____
 - HOMES_____
 - BUSINESSES_____
 - INDUSTRY_____
 - B. PRESENCE OF:
FIRE_____
 - SMOKE_____
 - FUMES_____
 - PRODUCT_____
 - C. PRESENCE OF HAZARDOUS SUBSTANCES:
PLACARDS_____
 - LABELS_____
 - DRIVER/OWNER_____
 - SIGNS ON BUILDING_____
 - D. CONDITION OF CONTAINER(S)/ VEHICLE(S):
LEAKAGE _____ AMOUNT
_____ GAL/LBS
POWDERY RESIDUE_____
 - OFF-COLOR _____
 - E. WIND DIRECTION _____

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- F. WIND SPEED_____
- G. TERRAIN:
SOIL_____
WATER_____
GRAVEL_____
TOPOGRAPHY_____
DIRECTION OF FLOW_____
- H. INITIAL RESPONSE REQUESTS:
AGENCIES_____
EQUIPMENT_____
SUPPLIES_____
SUPPORT_____
ROUTE(S) TO TAKE_____

See HAZMAT INCIDENT REPORT FORM in HAZMAT APPENDIX 9

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HAZMAT APPENDIX 3 MAJOR INCIDENT CHECKLIST

PHASE ONE

1. HOT LINE ESTABLISHED _____
2. LEVEL OF RESPONSE ESTABLISHED _____
3. INCIDENT COMMAND POST LOCATION _____
4. LOCAL EVACUATION STARTED _____
5. NOTIFICATION OF OEM/PD/HMRT _____
6. AMBULANCE NOTIFIED _____
7. TRAFFIC CONTROL STARTED _____

PHASE TWO

LAW ENFORCEMENT RESPONSIBILITIES:

- A. ESTABLISH CONTROL LINE _____
- B. TRAFFIC CONTROL _____
- C. CROWD CONTROL _____
- D. LARGER EVACUATION COORDINATION _____
- E. LIAISON(S) WITH IC/UC _____

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EMERGENCY MEDICAL:

- A. ESTABLISH TRIAGE TEAM _____
- B. DECON AND TREAT VICTIMS _____
- C. DETERMINE RECEIVING HOSPITAL _____
- D. NOTIFY E.M.S. PHYSICIAN _____
- E. CONSULTANT ON DECONTAMINATION _____

INCIDENT COMMANDER/UNIFIED COMMAND:

- A. ORDER EVACUATION _____
- B. ORDER PUBLIC WARNINGS / MESSAGING _____
- C. ESTABLISH DECONTAMINATION _____
- D. COORDINATION OF EVACUATION OF AFN POPULATIONS _____
- E. COORDINATION OF TRANSPORTATION _____
- F. ORGANIZE AND COORDINATE FIRE DEPARTMENT SUPPORT _____
- G. INTERVIEW, ORGANIZE AND COORDINATE OUTSIDE EXPERTS _____
- H. NOTIFICATION/COORDINATION WITH STATE HEALTH _____
- I. RECEIVE/DISSEMINATE COMMUNICATIONS FROM SCENE/SHARE WITH
IST / OEM / OTHERS _____

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HAZMAT APPENDIX 4

EVACUATION CHECKLIST (COORDINATE WITH GPD)

1. Local evacuation; information needed
 - a. Number of people to evacuate?
 - b. Medical condition of evacuees?
 - c. Where will they be moved?
 - d. How will they be moved?
 - e. Names/addresses of evacuees (to be completed at the shelter by Red Cross)
2. Large scale evacuation:
 - a. Must be ordered by the chief elected official (Mayor) on the recommendation of the fire chief or senior law enforcement on scene.
 - b. Incident Commander / Unified Command must select group(s) to be evacuated and communicate this information to the Police Department and Office of Emergency Management.
 - c. Use Public Address systems, media, social media, and alert systems to notify with C&E Department. Utilize the AFN Resource List.
 - d. Use of CodeRED Public Notification System / Reverse 911 and the national Emergency Alert System (EAS).
 1. It is the responsibility of local government to be aware of the status and location of those with access and functional needs (AFN). The AFN Resource list must be considered in planning for AFN and at-risk population evacuation.
 - e. Greeley Police and OEM will coordinate mass evacuations from the EOC.

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3. Legal considerations:
 - a. Local government must provide security to the area evacuated until such time residents are allowed to return.
 - b. Security must be provided to areas designated as shelters or temporary evacuation centers.
 - c. Evacuation consideration must be given to whether the population is safer in the home (shelter-in-place) or to move them out and away from the hazard (full evacuation).
 - d. Return of the evacuees is dependent upon the decision of the Incident Commander / Unified Command.
 - e. It is local government's decision and responsibility to declare a state of emergency in order to activate emergency powers.

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HAZMAT APPENDIX 5

CHEMTREC INFORMATION

1-800-424-9300

General Procedures:

1. Obtain as much information as possible on the appropriate checklist prior to calling.
(See checklists following).
2. Write the above information down on the chemical call report.
3. If possible record the call.
4. Write down all information received.
5. If the incident is large scale or the information is lengthy and complex:
 - a. Send the call recording to the on-scene IC / UC.
 - b. Send a copy of the call report used to obtain information to the IC/ UC.
6. If additional calls are made to chemical representatives, record the calls and send information to IC / UC.
7. Relay all information received via the radio.

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CHEMTREC CALL CHECKLIST

NAME OF MANUFACTURER OR SHIPPER_____

CONSIGNEE_____

NUMBER AND TYPE OF INJURIES_____

AMOUNT OF DAMAGE_____

DESCRIPTION OF CLEANUP PLANS_____

AGENCIES THAT HAVE BEEN NOTIFIED

TIME _____TAPE NO. _____ INCIDENT NO. _____DATE _____

CALLER
NAME/ORGANIZATION_____

CALL BACK
NO./LOCATION_____

PRODUCT(S) INVOLVED

NAME OF PRODUCT(S) _____

IDENTIFICATION(S) NUMBER(S)_____ QUANTITY OF PRODUCT(S) _____

CONTAINER TYPE(S)_____MIXED/SINGLE LOAD _____

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PROBLEMS INVOLVED

TYPE OF ACCIDENT_____

DETAILS/INJURIES_____

TIME_____

WEATHER: TEMPERATURE_____

BAROMETRIC PRESSURE_____

WIND DIRECTION/VELOCITY_____

LOCATION-CITY/STATE_____

POPULATED AREA(S) NO. OF PEOPLE INVOLVED_____

RURAL AREA_____

NEAREST WATER SOURCES_____

NEAREST AIRFIELD_____

SHIPPER

CARRIER-NAME/TYPE_____

RAIL/TRUCK NO._____

TRACTOR NO._____

CONSIGNEE/ADDRESS_____

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ORIGIN/DESTINATION_____

B/L-WAYBILL NO. _____

COMPANY CALLED _____

ADDRESS _____

PERSON CONTACTED/TITLE _____

OTHER AGENCIES CONTACTED _____

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National Response Center (NRC) CALL CHECKLIST

US Environmental Protection Agency (EPA) and US Coast Guard (USCG)

1-800-424-8802

NAME OF MANUFACTURER OR SHIPPER_____

CONSIGNEE_____

NUMBER AND TYPE OF INJURIES_____

AMOUNT OF DAMAGE_____

DESCRIPTION OF CLEANUP PLANS_____

AGENCIES THAT HAVE BEEN NOTIFIED_____

The people at National Response Center (NRC) need all the information you can give them about a spill. If possible, you should be ready to report:

YOUR NAME

NAME OF RESPONSIBLE PARTY

MAILING ADDRESS OF RESPONSIBLE PARTY

TELEPHONE NUMBER WHERE YOU CAN BE REACHED

DATE AND TIME OF SPILL

LOCATION OF SPILL

NAME OF MATERIAL SPILLED

SOURCE OF THE SPILL

CAUSE OF SPILL

AMOUNT DISCHARGED

AMOUNT IN WATER

WEATHER CONDITIONS

CONTINUING DANGER TO LIFE OR ENVIRONMENT

RAILCAR NUMBER, TRUCK NUMBER OR VESSEL NAME

NAME OF CARRIER

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HAZMAT APPENDIX 6

HAZARDOUS DEVICES

When dealing with any hazardous or improvised device the Greeley-Weld Hazardous Devices Disposal Team (HDDT), also known as the Greeley-Weld Bomb Squad, should be contacted through the Weld County Regional Communications Center (WCRCC).

***Use appropriate safety measures in dealing with this type of incident.

***Consider Secondary Devices

***Consider radio transmitters, weather, static electricity, and other unstable conditions

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HAZMAT APPENDIX 7

MILITARY ASSISTANCE INFORMATION SHEET

Military Assistance / Explosive Ordnance Disposal (EOD) Team

UNIT TO CALL: **90 Explosive Ordnance Disposal (EOD)**

300 Vesele Dr.

F.E. Warren, AFB 82001

**Email: 90cesced@warren.af.mil
Kelly.badger.1@us.af.mil**

Fax-(307)773-5978

Phone: **EMERGENCY 24 hour Command Post (307) 773-3921**
Non-Emergency (307) 773-3634

This information will be helpful for responding EOD Team:

1. Requester's/Agency Name:
2. Individual and Phone of POC On-Scene:
3. Location of ECP:

*** Always remember personal safety first! Don't take any unnecessary chances ***

WHO who found it and are they still on scene or can they be easily reached

WHAT what does it look like-brief description of size, shape, material

WHEN when was it found

WHERE where did they find it

For suspect IED/WMD add these additional questions

WAS A THREAT MADE and HOW?

WHAT DID THEY SAY?

DID THREAT SPECIFY A DETONATION TIME?

WHAT IS THE TARGET: (person, car, hospital, bank, post office, school, etc.)

HAS IT BEEN MOVED?

***OTHER MILITARY RESOURCES IN THE COLORADO NATIONAL GUARD
MISSION READY PACKAGES (MRP) CATALOGUE (+)***

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HAZMAT APPENDIX 8

GENERAL CHARACTERISTICS/EXAMPLES OF HAZARDOUS MATERIALS

GENERAL CATEGORY HAZARDOUS PROPERTIES DOT CLASSIFICATIONS	EXAMPLES	GENERAL
<u>Explosives</u>		
Class A Explosive	Dynamite, TNT, Black Powder	Sensitive to heat and shock
Class B Explosive	Propellant Powders, Rocket Motors	Contamination could cause explosions
Class C Explosive	Common Fireworks, Small Arms	Thermal and mechanical impact
Ammunition	Blasting Caps	Nitro Carbo Nitrate
Compressed Gases	Acetylene, Butane Hydrogen	BLEVE potential
Flammable Gas	Propane	
Nonflammable Gas	Carbon Dioxide, Sulfur Dioxide	Flammability hazard
Special Forms	Butane, LNG, Nitrogen	Liquefied gases – Cold
Liquefied	Propane	Temp
Cryogenic	Ethylene, Hydrogen, Nitrogen	Frostbite, expansion ratio high
Gas in solution	Acetylene	

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Flammable Liquids

Pyrophoric Liquids	Aluminum Alkalies, Alkyl Boranes	Flammability
Flammable Liquids	Acetone, Gasoline, Methyl Alcohol	Explosion potential
Combustible Liquid	Fuel Oil, Stoddard Solvent	BLEVE Vapor/air Potentially Corrosive Toxic Thermally unstable
Flammable Solid	Magnesium, Titanium	Readily ignites, burns explosively
Water Reactive	Calcium Carbide, Sodium Hydride	Some spontaneously
Spontaneously	Phosphorus, Sodium Potassium	Water reactive potentials Toxic/corrosive potentials

Oxidizing Materials

Oxidizer	Lithium Peroxide	Supply oxygen to support combustion of normally nonflammable
Organic Peroxide	Benzoyl Peroxide, Peracetic Acid	Materials explosively sensitive to heat shock, friction Potentially toxic

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Poisonous Materials

Class A Poison	Arsine, Hydrocyanic Acid, Phosgene	Harm from inhalation, ingestion, absorption
Class B Poison	Aniline, Arsenic, Methyl Bromide, Tear gas, Hylyl Bromide	Irritant Flammability potential
Etiological Agent	Anthrax, Botulism, Rabies Tetanus	

Radioactive Materials

Radioactive I	Plutonium, Cobalt, Uranium	Harm internal, external
Radioactive II	Uranium Hexafluoride	Contaminates
Radioactive III		Immediate area smoke, clothing, water
Corrosive	Acids-Hydrochloric Acid, Oleum	Harm disintegration of tissues, external
Bases	Caustic Soda, Caustic	Oxidizing effect, Splatter potential

Other

ORM A	Dry Ice, Carbon Tetrachloride	Noxious
ORM B	Quicklime, Metallic Mercury	Corrosive
ORM C	Battery Parts, Bleaching Powder	
ORM D	Disinfectants	
ORM E	Hazardous Substances and Wastes	

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HAZMAT APPENDIX 9

WELD COUNTY LEPC SPILL REPORT

https://www.weldgov.com/UserFiles/Servers/Server_6/File/Departments/OEM/Weld%20County%20Spill%20Report%20Fillable%20Form.pdf

- Weld County Spill Report Form -

Please fill out and submit within twenty-four (24) hours after discovery of a spill or release E&P waste or produced fluids.

****Completing this form meets your reporting requirements under EPCRA, CERCLA, and Weld County**

Company Name: _____ Address: _____
City: _____ State: _____ Zip: _____

Contact Person: _____ Phone #: _____ Email: _____

Date Incident Occurred: _____ How long did the spill/Release occur? _____

Incident Location: _____ City: _____ Zip: _____

Product Spilled: _____

Did the product release an Extremely Hazardous Substance (EHS)? Yes ☐ No ☐

Any acute or chronic health risks associated with the emergency: Yes ☐ No ☐

If yes explain? _____

Emergency precautions taken: Shelter in place: ☐ Evacuation: ☐ N/A: ☐

Did the spill occur in or near a waterway? Yes ☐ No ☐

OIL and GAS INCIDENT

Well Name: _____

Section: _____ Township: _____ Range: _____

Number of barrels spilled: _____

Have you submitted a Form 19? Yes ☐ No ☐ Report#: _____

CHEMICAL FACILITY/OTHER

Number of gallons spilled: _____

NARRATIVE

A written follow-up notice must be submitted to Weld County OEM/LEPC as soon as practicable after the release. The follow-up notice must update information included in the initial notice and provide information on actual response actions taken and advice regarding medical attention necessary for citizens exposed. ☐

Submit Form

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HAZARDOUS MATERIAL INCIDENT REPORT

DATE OF REPORT: _____ REPORT NUMBER: _____

1. Jurisdiction (County/City/Town):

2. Geographic location/address of incident:

3. Emergency agencies responding:

a.

b.

c.

d.

4. Name and position of person submitting report:

5. Date and time of incident: _____

6. Weather conditions:

7. Type of incident (explain and include amounts):

8. Damages:

a. Personal (injury/death):

b. Property (public/private/government):

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- c. Environmental: _____
- d. Estimated damage cost: _____
- 9. Actions taken by emergency responders:
 - a. _____
 - b. _____
 - c. _____
 - d. _____
- 10. Materials(s) involved in incident:

- 11. Control actions taken:

- 12. Containment actions taken:

- 13. Clean up actions taken:

- 14. Opinion as to cause of incident:

- 15. Was it preventable?

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HAZMAT APPENDIX 10

CHEMICAL CONTAMINATION / DECONTAMINATION RECORD

INCIDENT DATA

Name _____ Company _____

Date/Time _____ Number _____

Description _____

Chemical Involved _____

Solid Liquid Gas Vapor Powder

Description

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CONTAMINATION DATA

Skin _____ Clothing _____ Ingestion _____ Inhalation _____

Type of Exposure

Duration of Exposure

Protective Gear Worn at All Time

Quantity of Contaminant

Extent of Contamination

DECONTAMINATION

Method

Used _____

Medical Treatment (Details of treatment, doctor, hospital, etc.)

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RADIATION

Name of Material

Estimated Amount of Material

Involved _____

Radiation Type _____ Duration of Exposure _____ Total Absorbed Dose _____

(Signature of Decontamination Officer)

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HAZMAT APPENDIX 11

CBRNE BASIC INCIDENT TEMPLATE

This template is generic and embodies the idea and activities that a local government should perform in order to respond effectively to a CBRNE Incident. This template is a basic listing of issues that would need to be addressed in order to effectively respond to major terrorist incidents of this nature.

This template also has application to any catastrophic CBRNE event that is accidental.

COMPONENTS:

Warning/Notification; this is the first report of a threat or actual emergency. The emergency dispatch center will process the information and notify the applicable agencies. Information gathered at this stage is critical for response and investigative personnel.

Problem identification; Emergency Services (First Responders) respond to the incident and begin initial scene size-up. This includes determining what has happened, where it may go and what is needed to mitigate the incident.

Medical surveillance (Biological); must be done continuously and provide detection of medical situations above established baselines in order to detect unusual medical events proactively.

Medical diagnosis (Biological); is undertaken locally with samples sent to the Centers for Disease Control and Prevention, U.S. Army, or other State or Federal specialty labs for identification and confirmation. This may include veterinary diagnosis where certain vectors and zoonotic issues are implicated.

Criminal investigation; will begin at this point. Local, State and Federal Law Enforcement will be notified as per established policies and jurisdiction. Determination will be made as to whether this is a crime scene and additional concerns that may need to be addressed.

Scene assessment and size up; will be a continuing process throughout the incident. It will include establishing command, establishing a command site, establishing a staging area, initial assessment by responding agencies and additional resource requests.

Scene safety assessment; and concerns must be addressed immediately and confirmed once they are established. Safety includes perimeter areas, structural areas, fieldwork areas and response paths. Control, security and proper equipment in these areas is also an important issue. **Secondary devices must be constantly considered.**

All-Hazards Emergency Operations Plan - Greeley, Colorado

Fire protection assessment; will be addressed by the first arriving fire department equipment. This component will need to be addressed throughout the incident due to emergency operations.

Hazmat assessment/scene assessment; would include product identification, scene size, decontamination considerations, control or areas exposed and resource needs projections.

Hazmat mitigation; would include actions to isolate, remove, neutralize and prevent further contamination of the chemical agent(s).

Epidemiological investigation; would include interviews and diagnosis to determine the distribution of medical cases.

Rescue assessment; will be considered by the first arriving emergency apparatus and resources needed will be addressed at that time.

EMS assessment; considers the issues of triage, treatment and transport of injured personnel. Mass casualty considerations are addressed within this assessment. This is an emergency medical situation performed by first responders.

Medical prophylaxis; includes the procuring, distribution and application of appropriate antibiotics, vaccines or other interventions in order to prevent disease and death in the exposed patients.

Residual hazard assessment/mitigation; includes activities that assess and protect the population from additional exposure to the hazard. This may consist of isolating or quarantining persons or property.

Control of affected area/population; is two elements.

Physical control includes crowd control and security at medical facilities, morgue sites and other vital installations including security in the affected areas.

Public information informs and instructs the population to enhance emergency response and avoid panic. (Subject matter experts are essential)

Care of presented casualties and worried well; includes the admittance of casualties in public and private medical facilities until capacity is met.

Emergency operations center; would be activated.

Resources/logistic support; establishes mobilization center and distributions points for arriving supplies.

Fatality management; includes the conversion of regional morgues for rapid processing of remains and establishment of long term storage facilities.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Continuity of infrastructure; would activate local operation plans when disaster-related absenteeism exceeds the critical thresholds. Assessing the adequacy and potential contamination of food and water supplies would be included.

Family support services; provides information hotlines and coordination of volunteer service organizations.

Communication system assessment; will cover pre-defined internal and external systems. This activation of various parts of this component will depend on the scale of the incident and individual needs.

Remember a CBRNE Incident will heavily involve the medical community, as it can be a catastrophic medical emergency.

All-Hazards Emergency Operations Plan - Greeley, Colorado

CBRNE BASIC INCIDENT TEMPLATE CHECKLIST

☐ WARNING / NOTIFICATION

Private / Public (911)
Threat / Incident

- ☐ Initial Response / Threat Assessment

(WCRCC)

☐ PROBLEM IDENTIFICATION

- ☐ Emergency Services Response / Initial Scene Size-Up
- ☐ Confirmation
- ☐ Notification of “Key” Personnel (IST / OEM)

(GFD, GPD)

☐ MEDICAL SURVEILLANCE (for Biological)

- ☐ Identify unusual medical (disease or virus) cases or # of cases (on-going process)

(First Responders, Schools, Healthcare Facilities, Public Health Agencies, Veterinarians & Department of Agriculture for Zoonotic)

☐ MEDICAL DIAGNOSIS (for Biological)

- ☐ Verify Agent & Initial Size-Up of Situation
- ☐ Notification from public health agencies and local health care providers

(Healthcare Facilities, Public Health Agencies)

☐ CRIMINAL INVESTIGATION

- ☐ Crime-Related - Local
- ☐ Terrorism-Related – Federal (notify the FBI)
- ☐ Sweeps for Secondary Devices / Suspects
- ☐ Special Units (SWAT, Bomb, Major Crime Scene, CIRT, Etc.)

☐ INVESTIGATION / SECURITY

- ☐ All crime scene activities (Evidence preservation/collection)
- ☐ Scene security issues
- ☐ Perimeter control
- ☐ Product -CBRNE sampling/transportation
- ☐ Emergency/non-emergency traffic control

All-Hazards Emergency Operations Plan - Greeley, Colorado

- ☐ Security at peripheral facilities (Medical facilities, PODS, Equipment, etc.)
- ☐ Interviews (Witness, Victim, Suspect)
- ☐ Victim Support / Advocacy

(GPD, WCSO, UNCPD, CSP, CBI, FBI, ATF, Weld DA)

☐ SCENE ASSESSMENT

- ☐ Continued Size-Up
- ☐ Incident Command / Unified Command established
- ☐ Initial assignments
- ☐ Additional resource requests / mutual aid
- ☐ Incident Command Post (ICP) site determined
- ☐ Staging site determined

☐ SCENE SAFETY

- ☐ Perimeter areas
- ☐ Structural areas
- ☐ Field work areas
- ☐ Response paths
- ☐ Secondary Devices / First Responder Precautions

(GFD, GPD, WCSO, CSP)

☐ FIRE PROTECTION and HAZMAT ASSESSMENT

(GFD and/or Mutual Aid)

HAZMAT RESPONSE:

- ☐ PPE
- ☐ Impact
- ☐ Monitoring
- ☐ Product Identification
- ☐ Scene size
- ☐ Evacuation / Shelter-in-Place
- ☐ Zoning
- ☐ Containment
- ☐ Control
- ☐ Decontamination
- ☐ Resource needs

(GFD Regional HMRT)

All-Hazards Emergency Operations Plan - Greeley, Colorado

HAZMAT MITIGATION

- ☐ Product isolation
- ☐ Neutralization
- ☐ Removal

(GFD Regional HMRT)

☐ **EPIDEMIOLOGICAL INVESTIGATION**

- ☐ Formal Situation Assessment
- ☐ Notification to Appropriate Agencies
 - ☐ Utilities
 - ☐ First Responders
 - ☐ Associated Health Professionals
 - ☐ Public

(Public Health Agencies, Federal Agencies -BIO/BUG Bulletins & MMWR)

☐ **RESCUE ASSESSMENT**

- ☐ Resource needs

(GFD, GFD Regional HMRT, Mutual Aid)

☐ **EMS ASSESSMENT**

- ☐ Triage
- ☐ Treatment
- ☐ Decontamination
- ☐ Transport
- ☐ MCI Assessment

(GFD GEMS, Banner Health Paramedic Service)

☐ **MEDICAL PROPHYLAXIS**

- ☐ Determination
- ☐ Appropriation
- ☐ Distribution of Appropriate Medical Treatment
- ☐ Mass Casualty Incident (MCI)

(Weld County Department of Public Health and Environment, RETAC)

☐ **RESIDUAL HAZARD ASSESSMENT**

- ☐ All hazards

All-Hazards Emergency Operations Plan - Greeley, Colorado

(IST, OEM, Public Health agencies)

☐ CONTROL OF AFFECTED AREA AND POPULATION

- ☐ Security, Zoning, Quarantining
- ☐ Media / Information Distribution
- ☐ Stop Movement Orders
- ☐ Disaster Declarations and Curfews

(GFD, GPD, OEM, C&E, City Attorney's Office, State Agencies)

☐ CARE OF PRESENTED CASUALTIES AND WORRIED WELL

(Hospitals, RETAC, Weld County Department of Public Health and Env.)

☐ RESOURCE AND LOGISTIC SUPPORT

(IST, OEM)

☐ FATALITY MANAGEMENT

- ☐ Management of fatalities, preservation of evidence

(Weld County Coroner's Office, GPD)

☐ CONTINUITY OF INFRASTRUCTURE / CONTAMINATION THREATS

- ☐ Maintaining Infrastructure of Community

(Various City, County, State Agencies)

☐ FAMILY SUPPORT SERVICES

- ☐ Needs Assessment & Assistance to victims and victims' families

(Weld County Department of Human Services, American Red Cross, Salvation Army, GPD Victim Services Unit, GFD Squad 1, North Range Behavioral Health)

☐ COMMUNICATION SYSTEM ASSESSMENT (internal/external)

- ☐ Incident communications
- ☐ EAS activated / CodeRED Public Notification System
- ☐ Reverse 911
- ☐ Other Notification systems for AFN and Colleges
- ☐ Crisis Communication Plan
- ☐ EOC (Joint Information Center)

All-Hazards Emergency Operations Plan - Greeley, Colorado

- ☐ Military
- ☐ Hospitals
- ☐ TV / Radio / Internet / Social Media
- ☐ ARES

(C&E, OEM)

☐ ANIMAL/LIVESTOCK SUPPORT

- Wildlife
- Pets / Service Animals
- Livestock

- ☐ Needs Assessment & Assistance to those affected

(OEM, GPD/WCSO - Animal Control, Weld CART, CSU, State Veterinarian, Colorado Dept. of Agriculture, Colorado Parks and Wildlife)

All-Hazards Emergency Operations Plan - Greeley, Colorado

HAZMAT APPENDIX 12 RESOURCE LIST FOR HAZMAT

- Emergency Response Guidebook (ERG)
- Material Safety Data Sheets (MSDS)
- Chemical Transportation Emergency Center (CHEMTREC), <http://www.chemtrec.com/>
- *Weld County Hazardous Materials Transportation and Emergency Response Plan* (DRAFT at Weld County OEM)
- *Colorado National Guard's Mission Ready Packages (MRP) Catalogue* (Civil Support Team (CST) or CBRNE Enhanced Response Force)
- Greeley Fire Department Incident Management System's Standard Operating Procedure (SOP) 8.3.2 Hazardous Material Response
- AIHA Emergency Response Planning Guidelines
- NIOSH Pocket Guide to Chemical Hazards, <http://www.cdc.gov/niosh/npg/>
- CAMEO Chemicals, <http://cameochemicals.noaa.gov/>
- Areal Locations of Hazardous Atmospheres (ALPHA), <http://www.epa.gov/oem/docs/cameo/ALPHAManual.pdf>
- Mapping Applications for Response, Planning, and Local Operational Tasks (MARPLAT), <http://www.epa.gov/oem/docs/cameo/MARPLATManual.pdf>
- Colorado Department of Public Safety (CDPS)'s *Rules and Regulations Concerning Claims for Reimbursement for the Costs of Handling Hazardous Substance Incidents*
- National Fire Protection Association (NFPA) 472 and 473
- Federal Emergency Management Agency (FEMA)'s *Hazardous Materials Incidents: Guidance for State, Local, Tribal, Territorial, and Private Partners* (August 2019)

ANNEX D

SEVERE WEATHER

Winter Snowstorm

All-Hazards Emergency Operations Plan - Greeley, Colorado

Severe Weather - Winter Snowstorm

Lead Department

The lead city department for this Annex is the City of Greeley Public Works Department.

Assisting State Agency

Colorado Department of Transportation (CDOT)

Purpose

This Annex has been prepared in order to:

1. Ensure essential city services are maintained during a major snowstorm.
2. Recommend procedures to be followed by each city department and partner agencies, as necessary.
3. Ensure all city departments respond in a coordinated manner.

Reference

City of Greeley Snow & Ice Control Plan (+)

Introduction

The City of Greeley and Northeast Colorado are as susceptible to major winter storms. Snow, ice, sleet, and blizzard conditions may impede City of Greeley operations and services. Heavy precipitation and icy roadways will bog down travelers and create emergency demands on the Public Works Department to clear transportation routes. It is at this time that plans should be activated for auxiliary and special response to accommodate identified needs. The demands will be met in a timely fashion if all city departments and partner agencies are aware of the resources available. The Public Works Department and Office of Emergency Management (OEM) will coordinate and advise the City Manager.

Large scale loss of life or property does not normally occur as a result of a winter snowstorm, however, any persons caught out in the storm and stranded motorists are in extreme danger. Power shortages / outages, lack of communications, stranded citizens, motor vehicle accidents, and failure of heating sources may cause emergencies. Loss of utilities in an urban area can create a critical situation in a short period of time for a large number of people. Medical assistance may become critical. The demand for emergency services poses the greatest difficulty.

The Public Works Department is responsible for snow and ice removal; Greeley Police Department, Greeley Fire Department, and/or Colorado State Patrol (CSP) are charged with incident command in field emergencies. The City prioritizes the health and safety of citizens and responders even when increased demands are placed on all departments and resources.

All-Hazards Emergency Operations Plan - Greeley, Colorado

1. The City of Greeley Public Works Department has designated priority routes to maintain a minimum transportation system connecting hospitals, major transportation routes, and communities. The Street Division of Public Works maintains the *City of Greeley Snow & Ice Control Plan (+)*. “The City’s policy is to provide maximum service on major arterials in order to provide access to police/fire stations, bus stops, and hospitals and to provide service to other selected streets comprising the basic network needed to safely and orderly move the majority of the City’s traffic.”
2. If the Public Works Department is not able to keep priority 1 routes clear, the Incident Support Team (IST) may be activated to support operations and coordinate with other jurisdictions (e.g. CDOT, Weld County, City of Evans, etc.) for assistance.
3. Historically, a winter snowstorm may cause a state of emergency that could last up to three (3) days.
4. Through a variety of means: National Oceanic & Atmospheric Administration (NOAA) weather radio alerts, TV and radio announcements, the national Emergency Alert System (EAS), the CodeRED Community Notification System, social media and websites; citizens will be advised of severe winter weather conditions and how the City of Greeley is responding to the incident.

Hazard Analysis

High winds, heavy snowfall, and freezing or sub-zero temperatures characterize severe winter storms. Winter storms are occasionally severe enough to overwhelm snow removal efforts, transportation, livestock management, and business and commercial activities.

Urban population growth and suburban sprawl have complicated the task of promptly and adequately responding to winter storm emergencies. The principal public health and safety problems are power outages, stranded motorists, road closures, and limited capabilities to respond to citizen calls for emergency services. Water system problems and broken water pipes create additional problems for the fire department and water department. Travelers on highways in Weld County (City of Greeley) can become stranded, requiring search and rescue assistance and shelter provisions.

National Weather Service (NWS) Winter Weather Watches and Warnings

Significant and Hazardous Winter Weather:

- 1) 5 inches or more of snow/sleet within a 12-hour period **or** 7 inches or more of snow/sleet within a 24-hour period. *AND/OR*
- 2) Enough ice accumulation to cause damage to trees or power lines. *AND/OR*
- 3) A life threatening or damaging combination of snow and/or ice accumulation with wind.

Winter Storm Watch

A Winter Storm Watch is issued when there is the potential for significant and hazardous winter weather within 48 hours. It does not mean that significant and hazardous winter weather will occur...it only means it is possible.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Winter Storm Warning

A Winter Storm Warning is issued when a significant combination of hazardous winter weather is occurring or imminent.

Blizzard Warning

A Blizzard Warning is issued when severe winter weather with sustained winds of at least 35 mph is expected along with considerable snowfall. A blizzard is the most dangerous type of winter storm. Strong winds and heavy snow in a blizzard can reduce visibility significantly.

Note: *NWS Winter Weather Definitions Appendix (+)* on the Emergency Operations Center (EOC) Resources shared drive

Direction and Control

1. Greeley Public Works

The Greeley Public Works Director is the official responsible for coordinating field operations during a severe winter snowstorm. The Greeley Police and Fire Departments shall command and direct all public safety functions relating to the snow emergency. The Emergency Manager will support both snow and ice removal operations and public safety functions as needed.

2. Incident Support Team (IST) at the Emergency Operations Center (EOC)

The IST at the EOC may be activated to coordinate with partner agencies and neighboring jurisdictions conducting snow removal operations, or support a major incident / emergency within the overall winter snowstorm event (e.g. power outages requiring sheltering, AFN issues, major structure fires, multi-car traffic accidents, hazmat, etc.).

Critical City Facilities

The following is a list of city buildings that are essential to city operations during a storm:

1. Street Division HQ
2. City Shops
3. City offices
4. Greeley Fire Stations (Emergency Operations Center (EOC) at Station 1)
5. Greeley Police Department (Alternate EOC)

All-Hazards Emergency Operations Plan - Greeley, Colorado

Organization and Assignment Recommendations

Greeley Mayor or Greeley City Council

1. Declare a city disaster or state of emergency in order to request state assistance or to restrict travel.
2. Prepare to make policy decisions effecting the operations and/or financing of the severe weather - winter snowstorm response.

City Manager or designee

1. Coordinate and direct city government activities during a severe winter snowstorm.
2. Establish procedures for temporary shutdown of routine city government operations and early release of employees (other than essential personnel) when necessary.
3. Issue directives to city departments/personnel regarding changes in normal duties/work schedules and temporary reassignments and employment of temporary workers, as needed.
4. Activate Snow Day notifications with C&E for the closing of city offices.

Emergency Manager (Office of Emergency Management – OEM)

1. Activate and manage the City of Greeley IST and EOC, including the coordination of inter-departmental activities and requests for outside assistance from the Public Works Department, Water & Sewer Department, Greeley Police Department, and Greeley Fire Department.
2. Coordinate with the National Weather Service (NWS-Boulder)'s emergency management specialists and warning coordination meteorologists for updates.
3. Provide advice (working with the Public Works Director) to the EMB regarding emergency snow operations.
4. Determine resources needed for the emergency area and coordinate response activities with city departments.
5. Notify CPR and the American Red Cross (ARC) for the opening of warming centers or temporary emergency shelters in the City of Greeley.
6. Coordinate closure activities / notification with C&E as directed by the City Manager.
7. Activate the CodeRED Community Notification System and/or the Emergency Alert System (EAS) to issue public safety announcements to Greeley residents in a joint information system with C&E.
8. Request and coordinate emergency resources as requested.
9. Coordinate with the City of Greeley Commission on Disabilities, the University of Northern Colorado (UNC), the Immigrant & Refugee Center (IRC), and other agencies supporting AFN populations in all phases of the severe weather - snowstorm event.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Greeley Police Department

1. Coordinate with the Greeley Fire Department for search and rescue efforts involving stranded residents and motorists.
2. Determine road closures, in cooperation with the Public Works Department, and provide information to the public about closed roads and travel restrictions in a joint information system with C&E.
 - a. Enforce emergency traffic regulations and parking restrictions
 - b. Provide traffic control as requested.
 - c. Coordinate the towing of abandoned vehicles from snow routes when necessary.

Public Works

Street Division

1. Activate the *City of Greeley Snow & Ice Control Plan*
2. Determine staffing needs to effectively respond to each storm, including overtime requirements and shift schedules needed to support prolonged snow removal operations.
3. Consider contacting the Emergency Manager for an IST Activation.
4. Provide barricades and signage to designated locations where roads are closed.
5. Remove ice and debris at city bridges to prevent blockages or jams that could damage bridge structures.
6. Assist the GPD and GFD, as requested, in clearing and opening roads needed for search and rescue or other emergency response operations. Provide updates to the Emergency Manager (or to the IST at the EOC when activated) regarding local conditions.
7. Determine the need to temporarily suspend snow removal operations during “white out” or other hazardous conditions that threaten the well-being of departmental employees consistent with the *City of Greeley Snow & Ice Control Plan*.
8. Advise the Emergency Manager (or the IST at the EOC when activated) of the status of snow removal efforts, street surface temperatures, and of the need for additional county or outside assistance / resources.
9. Assist public safety agencies responding to emergencies.

Fleet Management

Repair and maintain city vehicles and equipment involved in responding to winter snowstorm emergencies (including extended or 24-hour operations, if needed).

All-Hazards Emergency Operations Plan - Greeley, Colorado

Facilities Management/Buildings and Grounds

Maintain city buildings, building grounds, and building utility systems during winter storm emergencies (specifically the EOC, city shops or other facilities being used for emergency operations).

1. Maintain/repair essential utilities
2. Insure emergency generator capability

Greeley Fire Department

1. Assist GPD with search and rescue operations (stranded motorists, others)
2. Provide emergency medical services as needed.
3. Assist, as possible, with shelter relocation of populace whose electricity is interrupted or whose dwellings are dangerously cold or isolated.
4. Assist, as possible, with providing transportation for searchers, emergency workers, and essential personnel needed for dealing with the effects of the storm.

Culture, Parks, & Recreation (CPR)

1. Establish warming centers and/or emergency shelters with the American Red Cross (ARC).
2. Provide food and bedding for essential city workers.

Communication & Engagement (C&E) Department

Provide public information and create messages regarding city policy, procedures, and safety information before, during, and after severe winter snowstorms (*Crisis Communication Plan*).

School District 6 and Charter Schools

1. Provide for the safety and protection of students and school personnel.
2. Establish procedures for the use of school buses and school facilities for evacuation and shelter activities, where and when available.

Finance Department

1. Authorize emergency spending and purchase orders with the City Manager.
2. Through contracts and pre-determined vendors, provide specialized equipment, materials and supplies as needed to support emergency efforts.
3. Track expenses for accounting (potential reimbursement) of overall costs of the incident.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Colorado State Patrol (CSP) and CDOT:

1. Establish traffic control on state highways and determine need for road closures.
2. Maintain communications and advise Dispatch of current conditions in all areas of the state - these reports will be relayed, as needed, to the Emergency Operations Center (EOC).
3. Assist with the evacuation of stranded motorists / population; preserve law and order.

American Red Cross / Salvation Army

1. Provide management of warming centers, emergency shelters, and mass care facilities (with Greeley CPR), to include feeding, clothing, registration, information, and reuniting of families.
2. Provide food, beverages and other assistance to emergency response personnel and emergency relief workers.
3. Coordinate mental health services, in coordination with the Weld County Department of Human Services and North Range Behavioral Health.
4. Manage goods, including: cash, food, cleaning supplies, blankets, building materials, tools, work gloves, toiletries, and personal items.

Weld County Regional Communications Center (WCRCC)

1. Monitor weather information and alert city emergency personnel.
2. Coordinate provision of emergency and alternate communications in the event of the loss of primary radio and land line telephone systems.
3. Provide communications support as needed to Public Works personnel and to other city emergency personnel, including periodic updates on weather conditions and forecasts (Patch TRBO with FRRC).

Logistics Considerations

The Public Works Director and Street Division Superintendent will determine initial staffing and equipment for a severe winter snowstorm response.

The Incident Support Team (IST) may activate and call-in additional city resources or request outside assistance to support the various missions associated with a severe winter snowstorm challenging the City of Greeley.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Critical industries, businesses, and services for winter storm response include:

- a. Utilities (ATMOS Energy- Natural Gas, Xcel Energy and Poudre Valley REA- Electricity)
- b. Greeley Public Works
- c. Greeley Public Safety (Police, Fire, EMS)
- d. Greeley Water & Sewer
- e. Hospitals and Healthcare facilities
- f. Greeley-Weld County Airport
- g. Greeley Air National Guard Base

Specific winter storm response resources and equipment include:

- a. Snow removal equipment
- b. 4X4 vehicles, ATVs, Snowmobiles, Aircraft (when needed)

EOC Checklist for a Winter Snowstorm Emergency (Reminders)

Alert Phase

All City Departments

- ☐ 1. Review Disaster Plans and Procedures
 - a. Update inventory of personnel supplies and equipment
 - b. Review assignments in the EOP and Annex
 - c. Mutual aid plans
 - d. American Red Cross (ARC) Shelter plans & surveys (+)
 - e. Determine minimum staffing levels needed to maintain essential services

OEM, Public Works, Police, Fire, WCRCC

- ☐ 1. Monitor NWS NOAA broadcasts and issue IST Awareness emails
- ☐ 2. Notify City Departments of severe winter weather
- ☐ 3. Ensure EOC is properly equipped / IST on stand-by

Police

- ☐ 1. Report road and weather conditions
- ☐ 2. Order all vehicles to fill gas tanks, use tire chains, use 4x4s

Public Works

- ☐ 1. Review and/or Activate *Snow & Ice Control Plan*
- ☐ 2. Generator tanks are full
- ☐ 3. Report snowfall, weather, and road conditions
- ☐ 4. Order all vehicles to fill gas tanks

C&E (PIO)

- ☐ 1. Review emergency public information methods (*Crisis Communication Plan*)

All-Hazards Emergency Operations Plan - Greeley, Colorado

- ☐ 2. Prepare weather and survival information for dissemination to the public
- ☐ 3. Review CodeRED and EAS procedures
- ☐ 4. Request briefing from OEM and Public Works

Response Phase

All City Departments

- ☐ 1. Assess personnel and equipment (resource) needs
 - a. Holdover on-duty personnel
 - b. Call off-duty in
 - c. Cancel leaves
 - d. Mutual aid
 - e. Volunteers
 - f. Private Contractors
- ☐ 2. Assess Internal / External communication needs (radio, cell, email, Wi-Fi)
- ☐ 3. Assess supply needs for city personnel
 - a. Identify supplies needed, but not on hand; prepare standby procurement orders
 - b. Identify supply sources
 - c. Food, bedding, blankets (shelters, fire stations, or hotels)
 - d. Medical supplies
 - e. Four wheel vehicles, snowmobiles
- ☐ 4. Maintain incident log of critical events and decisions
 - a. Date and time of critical events and decisions
 - b. Location
 - c. Names of witnesses and reporting party
 - d. Names of persons involved
 - e. Detailed description of events
- ☐ 5. Suspend routine city operations
 - a. Order all non-essential services curtailed
 - b. Re-assign personnel
 - c. Restructure essential operations to meet needs
 - d. Close City Complex
 - e. Screen all law enforcement, fire and EMS calls (Code 3 discussion)

OEM - Emergency Manager

- ☐ 1. Activate the IST, Open the EOC to support Public Works
- ☐ 2. Brief City Manager / EMB / Policy Group
- ☐ 3. Brief C&E and WCRCC (latest NWS and PW info.)
- ☐ 4. Relocate supplies as needed
- ☐ 5. Attain Situational Awareness
 - a. Need for Full EOC Activation?
 - b. EOC Tech, Mapping, Team Messaging, Traffic Cameras, Etc.
 - c. Operational Periods, shifts, documentation considerations
 - d. Warming Centers, CPR/ARC Shelters, School / Facility issues
- ☐ 6. Brief the IST and EOC staff as they arrive
- ☐ 7. Notify hospitals, partner agencies, Weld OEM, and DHSEM of situation

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Police

- ☐ 1. Chain-up emergency vehicles or utilize 4x4s
- ☐ 2. Implement Incident Command System, as necessary
- ☐ 3. Provide traffic control within capabilities
- ☐ 4. Tow abandoned vehicles off of snow routes if necessary
- ☐ 5. Rescue stranded motorists with GFD and Public Works
- ☐ 6. Provide transportation for essential workers
 - a. Firefighters
 - b. Police
 - c. Street Division
 - d. Utilities
 - e. IST / EOC staff
 - f. WCRCC (GFD, GPD Dispatchers)
- ☐ 7. Request mutual aid as needed and state resources via the IST at the EOC

Public Works

- ☐ 1. Implement Snow & Ice Control Plan
- ☐ 2. Assist with Chain-up of emergency vehicles
 - a. Law enforcement vehicles
 - b. Fire vehicles
 - c. Staff cars
- ☐ 3. Test and check / activate emergency generators
- ☐ 4. Prepare for power outage
- ☐ 5. Keep critical City facilities operational
 - a. Access to parking lots
 - b. Heat and lights (Utilities)
 - c. Water
 - d. Computers and Telephone service (with IT specialists)
- ☐ 6. Provide transportation for essential workers
 - a. Firefighters / Medics
 - b. Police
 - c. Streets
 - d. Utilities
 - e. EOC staff
- ☐ 7. Request mutual aid as needed through IST at the EOC

C&E (w/ department PIOs)

- ☐ 1. IST – Lead Joint Information System, consider JIC
 - ☐ 2. Brief news media / social media / press releases
 - ☐ 3. Activate Crisis Communication Plan
- Keep public informed
- a. Initiate releases
 - b. Suggest snow removal around hydrants (by citizens)
 - c. Request public call only in case of emergencies
 - d. Release information regarding emergency operations / shelters
 - e. Update and Monitor media and social media

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- ☐ 4. Establish rumor control or call center if needed (City or United Way 211 options)
 - a. Outside PIO resource lists or other assistance (city personnel, volunteers)
 - b. Consider "snow phone" number
 - c. Internal Information to City Employees (office or city closures, late starts, etc.)

Fire

- ☐ 1. Chain up emergency vehicles
- ☐ 2. Rescue stranded motorists
- ☐ 3. Provide transportation for essential workers
 - a. Firefighters
 - b. Police
 - c. Streets
 - d. Utilities
 - e. EOC staff
- ☐ 4. Request mutual aid as needed

Water & Sewer and Private Utilities

- ☐ 1. Maintain water supply
 - * Repair broken water lines/meters/hydrants
- ☐ 2. Maintain communications with electricity infrastructure organization
 - * Monitor damage to power lines/meters
- ☐ 3. Maintain communications with gas infrastructure organization
 - * Monitor damage to pipelines/meters
- ☐ 4. Maintain communications with telecommunications infrastructure organization
 - * Monitor damaged phone lines

Ambulance / GEMS

- ☐ Relocate ambulances as necessary

City Attorney

- ☐ Draft disaster/emergency declaration and consult with EMB / Policy Group

Finance Department

- ☐ Activate emergency fund charging procedures
 - *Maintain records on all purchases
 - *Make available contract / vendor lists
 - *Coordinate with Emergency Manager and City Manager or designees

ANNEX E
TERRORISM

Weapons of Mass Destruction (WMD) / Mass Casualty Incident (MCI)

Cyber Attacks

All-Hazards Emergency Operations Plan - Greeley, Colorado

Terrorism

Introduction

Domestic and international terrorist organizations are active today in the United States. The State of Colorado has seen several tragedies in the last decade. The City of Greeley is a vibrant community that must be prepared for terrorism. Terrorist attacks often include: Weapons of Mass Destruction -WMDs (i.e. CBRNE discussed in the Hazardous Materials Annex), Mass Casualty Incidents –MCIs (e.g. active shooters / killers), and Cyber incidents (e.g. ransomware, malware).

The intent of this **Terrorism Annex** is to:

- Promote a team approach
- Provide flexibility
- Provide general information
- Identify resources
- Recommend roles & responsibilities via a checklist
- Enhance emergency response capabilities
- Safely and effectively respond to **WMD**, **MCI**, and **CYBER** incidents

The annex’s guidelines are consistent with the accepted standards and principles of the Incident Command System (ICS) and the Emergency Operations Center (EOC) concept endorsed by the Federal Emergency Management Agency (FEMA) and the National Incident Management System (NIMS).

Major emergencies and disaster incidents present communities and emergency personnel with extraordinary problems and challenges that cannot be addressed within the routine operations of local government.

All departments, partner agencies, and assisting organizations listed in this annex are responsible for developing and maintaining up-to-date internal plans, procedures and/or checklists for carrying out assigned emergency procedures and for ensuring that their personnel are adequately trained. All plans must continually be evaluated, updated, and exercised to be effective.

A multilateral first response strategy for incidents of this type must include:

- Counter/Anti-Terrorism Training and Planning
- Personnel and Equipment
- Crisis Management Strategies

Incident priorities are always: (1) Life Safety, (2) Incident Stabilization, and (3) Property/Environment Conservation.

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SECTION 1 WMD/ MCI

Lead Departments

The lead city departments for this Section of this Annex are the Greeley Police Department and the Greeley Fire Department.

*****Safety of all personnel is the number one priority.**

Section 1 of this annex will serve as a “quick reference” for the Incident Support Team (IST) at the Emergency Operations Center (EOC) for recommended procedures and resource requests to respond to, mitigate, and recover from terrorist incidents involving Weapons of Mass Destruction (WMD) and other Mass Casualty Incidents (MCIs). WMD incidents utilize Chemical, Biological, Radiological, Nuclear and Explosive warfare agents and industrial substances capable of producing mass casualties.

Recognizing a WMD and MCI Event

In some cases, an incident will be known or suspected to involve CBRNE agents at the time GFD/GPD and other resources are dispatched. In these cases, special resources will be dispatched and involved in the initial response to the incident.

The response context for virtually all WMD events will be that of an MCI and/or Hazardous Materials incident. First responders will need to be safety vigilant and be aware that they are working in a complex crime scene. Consequently, the Incident Commander (IC) / Unified Command (UC) will build a response organization following ICS principles and they must have additional resources / agencies to meet the special needs of such incidents. These additional resources provide specialized knowledge, skills, abilities (KSAs) and equipment.

There is no “typical” MCI in today’s world. Terrorists and criminal suspects are using vehicles, firearms, edged weapons, and improvised devices (e.g. incendiary, explosive), as well as the different WMD or CBRNE agents to attack innocent people. The IST at the EOC should recognize that these types of incidents will be catastrophic to the community and heavily involve all first responders, city departments, partner agencies, and the medical community in our region.

Witness and victim relocation / transportation should be considered immediately. Reunification centers can be established at pre-designated shelter facilities in the City of Greeley (refer to American Red Cross Shelter Surveys). The Greeley-Evans School District 6, local charter schools, and neighboring school districts have written reunification plans and professional reunification teams that can assist the City of Greeley.

CBRNE Response Template and Checklist

Please refer to Hazardous Materials Annex, Hazmat Appendix 11 for the CBRNE Basic Incident Template and CBRNE Basic Incident Template Checklist.

WMD / MCI RESOURCE LIST

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The following agencies have resources that may be needed to properly mitigate a WMD or MCI incident:

MUTUAL AID FIRE/RESCUE ORGANIZATIONS

- Evans Fire Protection District
- Eaton Fire Protection District
- Windsor-Severance Fire/Rescue
- Front Range Fire/Rescue
- Platte Valley Fire Protection District (Kersey)
- LaSalle Fire Department
- Platteville-Gilcrest Fire
- Loveland Fire Rescue Authority
- Poudre Fire Authority
- Longmont Fire Department
- Boulder Fire-Rescue
- Frederick-Firestone Fire Protection District
- Mountain View Fire/Rescue
- Laramie and Cheyenne Fire Departments (Wyoming)
- Greeley-Weld County Airport

LAW ENFORCEMENT

- Weld County Sheriff's Office (WCSO)
- Larimer County Sheriff's Office (LCSO)
- Evans Police Department
- Eaton Police Department
- Garden City Police Department
- Windsor Police Department
- Milliken Police Department
- Loveland Police Department
- Fort Collins Police Department
- Timnath Police Department
- Colorado State Patrol
- University of Northern Colorado (UNC) Police Department
- Colorado State University (CSU) Police Department
- Colorado Bureau of Investigation (CBI)
- Colorado Division of Fire Prevention and Control (DFPC)
- Federal Bureau of Investigation (FBI)
 - Loveland Field Office
 - Denver SAC Office
 - WMD Coordinator
 - Joint Terrorism Task Force (JTTF)
- Federal Protective Service (FPS-DHS)
- Homeland Security Investigations (HSI) – Greeley Office
- Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF)
- 233rd Space Command Security Forces (Greeley ANG Base)

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HEALTHCARE PROVIDERS

Northern Colorado Medical Center (NCMC)
Banner Health Paramedic Services
UC Health Greeley Hospital
UC Health Poudre Valley Hospital (PVH)
UC Health (Poudre Valley) Ambulance
UC Health Medical Center of the Rockies (MCR)
McKee Medical Center
Thompson Valley Ambulance (Loveland)
Northeast Colorado RETAC
EMSAC (State EMS Society)
Federal Disaster Medical Assistance Teams (DMATs)

AIR MEDICAL ASSETS (apart of the *Greeley Medical Air Operations Plan*)

Colorado and Wyoming National Guard and Air National Guard
North Colorado MedEvac - Greeley, Boulder, Akron
UC Health LifeLine - MCR
AirLife Denver – Fredrick-Firestone, Cheyenne, Hugo
AirLink – Scottsbluff
Flight for Life Colorado – Denver & Frisco, Western Slope
Memorial Star
REACH – Children’s’ Hospital Denver

REUNIFICATION PROGRAMS / CENTERS

Greeley-Evans School District 6 / Greeley PD Victim Services Unit
Weld RE-4 School District (Windsor-Severance)
Eaton School District RE-2
Charter Schools in Greeley

PUBLIC HEALTH ORGANIZATIONS

Weld County Department of Public Health and Environment
Colorado Department of Public Health and Environment (CDPHE)
National Centers for Disease Control and Prevention (CDC)
CDC’s Infectious Disease National Centers
CDC’s National Center for Environmental Health (NCEH)
CDC’s National Institute for Occupational Safety and Health (NIOSH)
CDC’s National Center for Injury Prevention and Control
Agency for Toxic Substance and Disease Registry (Industrial Chemical Terrorism)
World Health Organization (WHO)

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ENVIRONMENTAL/MEDICAL RESEARCH CENTERS & LABS

CDC (Atlanta)
CDC (Foothills Campus – Fort Collins)
Colorado State University (CSU)
Stewart Environmental
Shepherd Miller –Environmental-, Inc.
Colorado National Guard Civil Support Team (CST) (Buckley AFB)
National Wildlife Research Center

MEDICAL EXAMINERS

Weld County Coroner's Office
Larimer County Coroner's Office
Colorado Coroners Association
Federal Disaster Mortuary Operational Response Team (DMORT)

INFRASTRUCTURE

Utilities (State & Local)
Colorado Department of Transportation (CDOT)
Colorado Department of Agriculture (CDA)
CDA's Animal Health Division (State Veterinarian's Office)
Douglas County Sheriff's Office Animal Disaster Resources
Xcel Energy, ATMOS Energy, Poudre REA, other Private

VOLUNTEER ORGANIZATIONS

Weld County Whole Community Consortium
Colorado VOADs (COVOADs)
United Way 211
American Red Cross (ARC)
Salvation Army
ARES

PUBLIC INFORMATION

Weld County Public Information Officers
State of Colorado Public Information Officer Group
State of Colorado Type 3 Incident Management Teams (IMTs)

ADDITIONAL STATE AGENCIES

Colorado Division of Homeland Security and Emergency Management (DHSEM)
Colorado Department of Local Affairs (DOLA)
DOLA's Resiliency Office
Colorado Department of Regulatory Agencies (DORA)
Colorado National Guard (CNG) and Air National Guard
CNG Civil Support Team (CST)
CNG CBRNE Enhanced Response Force

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OTHER RESOURCES

Safety and Medical Equipment Manufacturers
US Army Combat Capabilities Development Command (CCDC)
CCDC's Chemical Biological Center
US Marine Corps Chemical Biological Incident Response Force (CBIRF)
US Dept. of Energy (DOE)
DOE's Nuclear Emergency Support Teams (NESTs)
National Nuclear Security Administration (NNSA)

SECTION 2 CYBER ATTACKS

Lead Departments

The lead city departments for this Section of this Annex are the Information Technology (IT) Department and the Greeley Police Department.

Incident Response Plan

Cyber attacks on municipalities are more prevalent than ever. Cyber attacks involve criminals, overseas adversaries, and terrorists that use tactics to include: social engineering (phishing), malware, ransomware, and advanced persistent threats (unauthorized access). The City of Greeley is frequently attacked. The Information Technology (IT) Department has developed security protocol and a cyber incident response plan.

The *City of Greeley Cybersecurity Incident Response Plan (IRP)* is a guideline for responding to cyber security incidents. The target audience includes both technical employees and management. The guide provides a framework for efficiently handling security incidents from the discovery to the after action report. Because a security incident may impact server availability, it is essential to have the guide easily accessible to staff in both online and hard copy formats. While this plan will be valuable to the IT Director and Information Security, it is important to follow an expandable emergency response process, and this includes the City of Greeley Incident Support Team (IST). The IST provides a multi-disciplined, common approach which has a broad reach across the entire city to enable responders, leaders and the community to work together to effectively manage cyber threats and hazards. The IST, which includes the Security Analyst and other IT experts, supports all incidents regardless of cause, size, location, or complexity.

The Cyber IRP is consistent with the National Institute of Standards and Technology (NIST) Cyber Security Framework with each section highlighted by the applicable NIST Framework Activities - corresponding with the NIST Framework Core. These activities present key cybersecurity outcomes identified by stakeholders as helpful in managing cybersecurity risk.

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NIST Cybersecurity Framework

Recognizing the national and economic security of the United States depends on the reliable function of critical infrastructure, the President issued Executive Order (EO) 13636, Improving Critical Infrastructure Cybersecurity, in February 2013. The Order directed NIST to work with stakeholders to develop a voluntary framework – based on existing standards, guidelines, and practices - for reducing cyber risks to critical infrastructure. The Cybersecurity Enhancement Act of 2014 reinforced NIST’s EO 13636 role. Created through collaboration between industry and government, the voluntary Framework consists of standards, guidelines, and practices to promote the protection of critical infrastructure. The prioritized, flexible, repeatable, and cost-effective approach of the Framework helps owners and operators of critical infrastructure to manage cybersecurity-related risk.

FRAMEWORK FUNCTIONS	IDENTIFY ID	ID	Identify	ID.AM	Asset Management
				ID.BE	Business Environment
				ID.GV	Governance
				ID.RA	Risk Assessment
				ID.RM	Risk Management Strategy
				ID.SC	Supply Chain Risk Management
	PROTECT PR	PR	Protect	PR.AC	Identity Management and Access Control
				PR.AT	Awareness and Training
				PR.DS	Data Security
				PR.IP	Information Protection Processes and Procedures
				PR.MA	Maintenance
				PR.PT	Protective Technology
	DETECT DE	DE	Detect	DE.AE	Anomalies and Events
				DE.CM	Security Continuous Monitoring
				DE.DP	Detection Processes
	RESPOND RS	RS	Respond	RS.RP	Response Planning
				RS.CO	Communications
				RS.AN	Analysis
				RS.MI	Mitigation
				RS.IM	Improvements
	RECOVER RC	RC	Recover	RC.RP	Recovery Planning
				RC.IM	Improvements
				RC.CO	Communications

Cybersecurity Incident

A computer security incident, as described by NIST 800-61, is “a violation or imminent threat of violation of computer security policies, acceptable use policies, or standard security practices.” The sensitivity of this data requires that all computer security incidents be treated as if sensitive data were involved, and appropriate measures should be taken to ensure the protection of this data.

Incident Response Categories: There are six (6) stages of incident response:

1. Prepare. Through Identification and Protection Functions develop an informed cyber incident response guide.
2. Detect. Detect and event and identify whether or not an incident has occurred. Identification may come from security monitoring, internal notification, and/or detection methods and processes.

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3. Respond-Mitigate. Activities are performed to prevent the expansion of an event, mitigate its effects and resolve the incident. -Eradicate. Removing the cause of the incident can be a difficult process. It can involve virus removal, removing user permissions, and/or dismissing employees.
4. Recover. Restoring a system to its normal business status is essential. Once a restore has been performed, it is also important to verify that the restore operation was successful and that systems are back to normal condition.
5. Follow-up/Improvements. Some incidents require considerable time and effort. Performing follow-up activity is one of the most critical activities in the response procedure. This follow-up may include updates to policies, plans, equipment and configurations.

Detecting an Incident

The first sign of a security incident can come from a number of different sources. A user may report a locked account to the IT Service Desk, a server administrator could notice unusual log activity, a network administrator could notice increased bandwidth use, or an event call from the Security Operations Center as a Service (SOCaaS). It is important to accept input on possible incidents from those individuals associated including employees, guests, vendors, and partners. Incident reports from non-IT staff should be directed to the IT Service Desk. Vendors, service providers, guests, and employees should report incidents and critical vulnerabilities to the IT Service Desk. If the individual contacting the IT Service Desk doesn't open a trouble ticket, the IT Service Desk will open one at this time. Once an incident is identified, the IT Service Desk should immediately notify the IT staff with the trouble ticket number. The Customer Engagement Division Manager should bypass the IT Service Desk and directly notify the Security Analyst or IT Director. This is an important step in reducing risk of exposure and decreasing incident response time. Other department directors may report incidents directly to the Security Analyst or IT Director.

Resources to Consider during an Incident (Reporting, Mitigation, Forensic Analysis)

Federal Bureau of Investigation (FBI) Cyber Division and Cyber Action Team (CAT)
FBI's Cyber Shield Alliance
National Cyber-Forensics & Training Alliance (NCFTA)
US Department of Homeland Security (DHS)
DHS Homeland Security Investigations (HSI – Greeley Office and Cyber Crimes Center)
DHS National Cybersecurity and Communications Integration Center (NCCIC)
US Secret Service Electronic Crimes Task Force (ECTF)
InfraGard, EGuardian
Internet Crime Complaint Center (IC3)
Department of Justice (DOJ) Online Law Enforcement Portal 1-888-334-4536

When to Report a Cyber Incident to the Federal Government

- 1) May impact national security, economic security, or public health and safety
- 2) Affects core government or critical infrastructure functions
- 3) Results in significant data loss, system availability, or control of systems

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- 4) Involves a large number of victims
- 5) Indicates unauthorized access to, or malicious software present on, critical information technology systems
- 6) Violates federal, state, or local laws

ANNEX F
TORNADO

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Tornado

Lead Departments

The lead city departments for this Annex are the City of Greeley Public Works Department, Greeley Fire Department, and Greeley Police Department.

Assisting State Agency

Colorado Department of Transportation (CDOT)

Purpose

This Annex has been prepared in order to:

- Ensure essential city services are maintained during and in the aftermath of a tornado.
- Recommend procedures to be followed by each city department and partner agencies, as necessary.
- Ensure all city departments respond in a coordinated manner.

Reference

City of Greeley Public Works Debris Management Plan (+)

City of Greeley Pre-Disaster Recovery Plan (+)

Introduction

The City of Greeley and Northeast Colorado have a history of tornadic activity. Weld County is ranked number 1 in the United States for tornadoes, but most are not strong storms or super cells. Serious damage and casualties resulting from tornadoes is uncommon. However, the occasional exceptions, to include the 2008 Windsor Tornado, and the prevalence of severe thunderstorms and high winds require the City of Greeley to prepare for this hazard.

Situation and Assumptions

1. Weld County has been identified as high risk for tornado activity due to the Denver Cyclone Convergence Zone (south of the Cheyenne Ridge).
2. The City of Greeley has previously suffered property damage and casualties as a result of tornado activity.
3. Destruction to public buildings, disruption of telephone and utilities may hamper the delivery of public safety services throughout the City.

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4. Highways, city streets, and access roads will be blocked by debris thus delaying ambulance, fire department, and law enforcement vehicles responding to perform life-saving operations.

Hazard Analysis

Each Spring to mid-Summer, funnel clouds and tornadoes develop near and within the City of Greeley. Structures and vehicles may be damaged. The principal danger to persons is injury from flying debris. Hail, downpours, and lightning are often associated with the same storms posing other risks / hazards.

Wind storm activity is also well documented in Weld County and can occur anytime throughout the year. The most notable wind events are those associated with down-slope “Chinook” wind storms, and they can produce gusts in excess of 100 mph. Any such winds are also capable of inflicting great damage to property.

Wind storm damage can be very widespread, but this Annex to include the associated *Debris Management Plan* can also be utilized in wind storm response and recovery.

The Enhanced Fujita (EF) Scale, as of 2007, is used to rate tornadoes based on wind speed and related damage (damage indicators and degrees of damage).

EF SCALE	
EF Rating	3 Second Gust (mph)
0	65-85
1	86-110
2	111-135
3	136-165
4	166-200
5	Over 200

Direction and Control

1. **Emergencies** – Greeley Fire Department and Greeley Police Department
2. **Debris Removal** – Public Works
3. **Damage Assessments** – Community Development, Public Works, and Water & Sewer
4. **Infrastructure Repair** – Public Works, Water & Sewer, and Private Utilities

Direction and control may be exercised from a Mobile Command Post or Incident Command Post (ICP) at the disaster scene. A Unified Command structure is recommended based on the above (1-4). If the situation warrants, the IST will be activated and response and recovery will be supported and coordinated from the Emergency Operations Center (EOC).

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Warning Systems

Severe weather watches and warnings will originate from the National Weather Service (NWS), and relayed via the NOAA Weather Radio and/or the National Warning System (NAWAS) line. The weather information is broadcasted to public safety agencies by the Weld County Regional Communications Center (WCRCC) and sent to the public via weather radio, the Emergency Alert System (EAS), the CodeRED Community Notification System, Media, and Social Media.

Understanding Tornado Alerts (National Weather Service-NWS)

- **Tornado Watch: Be Prepared!** Tornadoes are possible in and near the watch area. Review and discuss your emergency plans and check supplies and your safe room. Be ready to act quickly if a warning is issued or you suspect a tornado is approaching. Acting early helps to save lives! Watches are issued by the [Storm Prediction Center](#) for counties where tornadoes may occur. The watch area is typically large, covering numerous counties or even states.
- **Tornado Warning: Take Action!** A tornado has been sighted or indicated by weather radar. There is imminent danger to life and property. Move to an interior room on the lowest floor of a sturdy building. Avoid windows. If in a mobile home, a vehicle, or outdoors, move to the closest substantial shelter and protect yourself from flying debris. Warnings are issued by your [local forecast office](#). Warnings typically encompass a much smaller area (around the size of a city or small county) that may be impacted by a tornado identified by a forecaster on [radar](#) or by a [trained spotter](#)/law enforcement who is watching the storm.

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Tornado Aftermath Checklist

- ☐ All City Departments when danger has passed:
 - Check status of personnel (Location, injured, dead, missing)
 - Render aid, transport victims
 - Verify that communication systems are operational (telephone, cellular, radio)
 - Assess whether or not the building has been damaged
 - Assess whether or not the equipment/vehicles are operational
- ☐ IST Activated
- ☐ EOC Open and fully staffed (incident dependent)
- ☐ EMB, Mayor and City Council advised
- ☐ Communicate with Public and Partner Agencies (PIOs and C&E)
- ☐ The EOP is activated
- ☐ This Tornado Annex is activated
- ☐ OEM will confer with NWS (tornado hit(s), other impending weather events)
- ☐ OEM will notify Weld County OEM and the DHSEM of the situation and provide updates
- ☐ GPD and GFD units determine extent (area and intensity of damage)
- ☐ Search and Rescue (SAR) Operations
- ☐ Emergency medical, public works, and utilities units are on stand-by until information is received from the field as to the location and extent of damage
- ☐ Public Works units should prepare for debris removal and should load barricades to close roadways; form a Debris Management Task Force (DMTF) and designate Temporary Debris Storage and Reduction (TDSR) sites (*Debris Management Plan*)
- ☐ Hospitals will activate their EOPs/Hospital Plans/ or RETAC MCI Plan to prepare to receive injured (medical surge)
- ☐ Declaration of Emergency or Local Disaster Emergency
- ☐ An Incident Command Post will be established near the damaged area.

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Coordinated Search and Rescue (SAR) Recommendations

- All activities prioritize saving lives.
- Activate the IST at the EOC to support response and coordinate with neighboring jurisdictions and the State of Colorado.
- WCRCC patch channels for interoperable communications -Police, Fire, PW.
- Designate the “disaster zone (scene),” perimeters, roadblocks, and security needs
- Special units available (Police, Fire, Sheriff, CSP, Greeley ANG, National Guard, Civil Air Patrol (CAP), COVOADs)
- Activate the *Debris Management Plan*.
- Be prepared for Mass Casualty Incident (MCI) (Refer to RETAC Plan (+)). Alert hospitals and healthcare facilities.
- Determine locations of road closures from debris and work with Street Division to address the problem. Request that roads be cleared for public safety agencies (emergency response) and hospitals. (Resources in the *Debris Management Plan* and *Snow & Ice Control Plan*)(+).
- C&E leads Joint Information System with CodeRed, EAS, press releases, and social media broadcasts or posts as necessary to issue public safety announcements to city residents.
- Identify hazardous areas: structure fires, collapsed structures, hazardous materials (Tier II lists/maps).
- Identify specific oil & gas, energy, or pipeline problems that may require subject matter experts (SMEs) from industry.
- Establish Staging Area, landing zones, safe routes into disaster zone or scene.
- Assist with mutual aid requests (local, county, regional, state, federal).
- AFN Considerations – language/culture, special needs, mobility issues, etc.
- Coordinate and account for volunteers and private organizations assisting (e.g. 4x4 vehicle groups/clubs, volunteer SAR organizations).
- Maintain detailed records for submission to the State of Colorado.

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- Consider using public safety drones or aircrafts for flyovers or assist with rescues (aerial support), if needed.
- City disaster declaration for additional State and National Guard assets.
- Call-in SAR K9 teams (local, state, USAR)
- Other Search and Rescue (SAR) notes/reminders to the field forces:
 - a. Victims may be found in places you wouldn't expect them to be; blown into fields, onto rooftops, under debris.
 - b. Search should be thorough, extending at least 100 yards on either side of the tornado path.
 - c. Be alert for the possibility of falling debris and structure/roadway collapse.
 - d. Hazards: downed power lines, natural gas leaks, spills, etc.
 - e. Victims may be covered with mud, requiring careful handling and washing before transfer to hospitals.
 - f. Buildings/structures/debris that has been searched should be marked with flagging tape or paint to indicate results (refer to GFD SAR SMEs).
 - g. Special rescue equipment may be required (private sector resources – construction, excavation, vehicles, trailers, etc.).
 - h. Rescuer – health / mental health (sleep, food, water, debriefs, peer support).

ANNEX G

PUBLIC HEALTH EMERGENCY

Pandemic Influenza

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Public Health Emergency

Lead Department

The lead city department for this Annex is the Greeley Fire Department (OEM and EMS) working cooperatively with the Weld County Department of Public Health and Environment (WCDPHE).

Assisting State Agency

Colorado Department of Public Health and Environment (CDPHE)

Assisting Federal Agencies

US Centers for Disease Control and Prevention (CDC)
US Department of Health and Human Services (HHS)'s
Office of the Assistant Secretary for Preparedness and Response (ASPR)
Public Health Emergency Section

Reference

WCDPHE's *Pandemic Influenza Response Plan* (EOP IV.A)(+)
WCDPHE's *Strategic National Stockpile (SNS) Plan & Mass Prophylaxis/Vaccination Point-of-Dispensing (POD) Plan* (EOP II.F)(+)
CDPHE *Pandemic Influenza Plan* (2018)(+)
CDC's *Pandemic Influenza Plan 2017 Update* (+)
City of Greeley *Continuity of Operations Plan (COOP)*(+)

Introduction

Public health emergencies are real and dangerous. The World Health Organization (WHO) defines a public health emergency as “an occurrence or imminent threat of illness or health condition, caused by bio-terrorism, epidemic or pandemic disease, or a novel and highly fatal infectious agent or biological toxin, that poses a substantial risk of a significant number of human fatalities or incidents or permanent or long-term disability.” The US Centers for Disease Control and Prevention (CDC) have warned that there is a high risk that an influenza virus could mutate into a form that triggers the next human influenza pandemic. Many health experts throughout the world believe that the Swine H1N1 virus, Avian H5N1 Virus, or Ebola Virus Disease (EVD) have a strong potential to become a global pandemic, and then becoming a public health emergency in local communities.

Most experts believe that these waves of illness and community outbreaks will disrupt everyday life. A severe pandemic could lead to high levels of illness, death, social disruption, and economic loss. Impacts could range from school and business closings to the interruption of basic services such as public transportation and food delivery. The most significant public health emergency potentially facing the City of Greeley will most likely be pandemic influenza. The City of Greeley will prioritize controlling infection in the

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community, responding quickly and appropriately with public health organizations, protecting the health of City of Greeley employees and their families, coping with the impacts of absenteeism, and managing supply and public service disruptions.

General

The City of Greeley will activate the Incident Support Team (IST) to (1) support city departments directly affected by a public health emergency (e.g. loss of staffing, extended absenteeism, limited supplies and resources); the IST will also activate to (2) support combating or mitigating the public health emergency with the Weld County and State of Colorado Departments of Public Health and Environment.

The City of Greeley Office of Emergency Management (OEM) will seek input from the Weld County Department of Public Health and Environment (WCDPHE) -Weld County ESF #8. Based on recommendations, the Emergency Manager and Emergency Management Board (Policy Group) shall direct and coordinate the efforts of local city government and our emergency medical services during a public health emergency, to include a pandemic flu outbreak.

- For municipal public health emergencies or localized outbreaks within the City of Greeley, the Unified Command (UC) structure will involve a Greeley Fire Department Emergency Medical Services (EMS) supervisor and a Banner Health Paramedic Services (BHPS) representative.
- The City of Greeley IST will activate and the City of Greeley Emergency Operations Center (EOC) will open for municipal or regional public health emergencies. Public health and medical subject matter experts (SMEs) will be requested.
- OEM will coordinate with the Northern Colorado Health Alliance (Mobile Medical Unit), Northeast Colorado Healthcare Coalition, and the Emergency Managers at the North Colorado Medical Center (NCMC) (Banner on-call EM) and the UC Health Greeley Hospital. The group will plan for medical surge.
- The WCDPHE's *Pandemic Influenza Response Plan* will be the playbook and outline for the IST response to and recovery from a public health emergency in Greeley (unless more specific county or state plans are available at the time of the incident).
- The IST will assist with the staffing and security for Points of Dispensing (PODS) in the City of Greeley (e.g. hospitals, schools, recreation facilities, etc.), working with the WCDPHE. The Island Grove Regional Park is designated by WCDPHE as the Local Transfer Point (LTP) and Regional Transfer Point (RTP) for medications/pharmaceuticals.

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- A Joint Information Center (JIC) will be established with jurisdictions and agencies involved for coordinated, accurate, and timely public messaging. Public education may be able to inform and mitigate.
- Ensure coordination with the Greeley-Weld County Airport for the transportation and security of life-saving pharmaceuticals and medical supplies (e.g. SNS).
- When a pandemic is in the highest CDC stage and social distancing becomes required, virtual or remote participation in the City of Greeley or Weld County EOC's may be utilized (tele-working from home).
- If necessary for government and business continuity, the City of Greeley departments will follow directions and contingencies in the *City of Greeley Continuity of Operations Plan (COOP)*.
- The EMB will continually monitor customer service and City work product during the public health emergency. The level of services provided by City of Greeley departments may need to be adapted to meet resource or staffing availability. If public safety service levels are directly impacted, mutual aid requests and local coordination with neighboring jurisdictions and the State of Colorado must be considered.
- Coordination amongst City of Greeley departments, Weld County, the hospitals, other outside partner agencies, and stakeholders is paramount.

State of Colorado Assistance

The Office of Emergency Preparedness and Response (OEPR) within the Colorado Department of Public Health and Environment (CDPHE) contracts with the Rocky Mountain Poison & Drug Center (RMPDC) to operate the Colorado Health Emergency Line for the Public (CO HELP). CO HELP is a call center that provides consistent, accurate and up-to-date information to callers about public health concerns, especially during emergencies, outbreaks and other incidents. This service benefits CDPHE and local public health agencies by offering phone call surge capacity so public health staff can focus on response activities. At this time, there is no cost to local public health agencies to use this service. **1-877-462-2911 or 303-389-1687**

EXPLANATION OF TERMS SPECIFIC TO PUBLIC HEALTH

All-Hazards Emergency Operations Plan - Greeley, Colorado

Acronyms

ACF - Alternate Care Facility
CDC - Centers for Disease Control and Prevention
WCDPHE - Weld County Department of Public Health and Environment
CDPHE - Colorado Department of Public Health and Environment
EMS - Emergency Medical Services
EVD - Ebola Virus Disease
HAN - Health Alert Network
HEPA - High Efficiency Positive Airflow
HEICS - Hospital Emergency Incident Command System
ILI - Influenza-Like Illness
PHIN - Public Health Information Network
PODS - Points-of-Dispensing (Meds)
PPE - Personal Protective Equipment
HHS - U.S. Department of Health and Human Services
SNS - Strategic National Stockpile
WHO - World Health Organization

Definitions

Alternate Care Facility - A medical location, other than a hospital, in the City of Greeley, that can serve as an alternate facility for treating persons exposed to disease, viruses, etc.

EMSystem® - A web-based system for real-time reporting of status, capabilities and other information between hospitals and other interested entities. Often is used to coordinate casualty routing in a mass casualty incident (MCI).

Health Alert Network (HAN) – The CDC’s primary method of sharing cleared information about urgent public health incidents with public information officers.

Hospital Emergency Incident Command System - An existing incident command structure utilized at local hospitals by medical and non-medical staff to provide a coordinated response to emergencies.

Influenza-Like Illness - Signs and symptoms that resemble influenza illness without receiving confirmation of the illness.

Medical surge capacity – Ability to provide adequate medical evaluation and care during events that exceed the limits of the normal medical infrastructure of an affected community.

ANNEX H

CULTURAL AND HISTORICAL CONSIDERATIONS

All-Hazards Emergency Operations Plan - Greeley, Colorado

Cultural and Historical Considerations

Lead Departments

The lead city departments for this Annex are the Culture, Parks, and Recreation (CPR) Department (Museums) and the Community Development Department (Greeley Historic Preservation Office).

Assisting State Agencies

Colorado Resiliency Office
Colorado Cultural and Historic Resources (CHR) Task Force
Colorado-Wyoming Association of Museums

Reference

City of Greeley Museums Emergency and Disaster Plan (+)
Greeley Historic Register -updated 2019 (+)
City of Greeley Historic Register Map (1996-2018) (+)

Introduction

The City of Greeley was founded as the Union Colony in 1869, and later incorporated as a Colorado municipality in 1886. The City takes great pride in preserving its historical properties and important cultural and historical artifacts. The City protects its culture and history with a comprehensive historic preservation code, a historic register, and devoted staff in the City of Greeley Museums Division and the Historic Preservation Office. These professionals work closely with the City's Office of Emergency Management (OEM) to plan and prepare for natural, man-made, and technological disasters; prioritizing life safety, then initiating recovery efforts and salvage missions for properties and artifacts that have cultural or historic significance.

Publisher and activist Marcus Garvey was quoted as saying, "A people without the knowledge of their past history, origin, and culture is like a tree without roots." The City of Greeley understands the importance of saving and restoring its culture and history during and in the aftermath of disasters.

City Museums

- 1) Greeley History Museum 714 8th Street
- 2) Meeker Home Museum 1324 9th Avenue
- 3) Centennial Village Museum 1474 A Street
- 4) White-Plumb Farm Learning Center 955 39th Avenue

All-Hazards Emergency Operations Plan - Greeley, Colorado

The City of Greeley Museums Emergency Preparedness Team updates the *City of Greeley Museums Emergency and Disaster Plan*. The museum plan designates a “disaster team,” steps in collection recovery, collection priorities, and contains detailed salvage maps and diagrams. In disaster response and recovery, the museum staff will coordinate with OEM and be supported by the Colorado Cultural and Historic Resources (CHR) Task Force and the City Clerk’s Office as needed.

Historic Preservation Commission

Greeley’s City Council established the Historic Preservation Commission in 1995. In 1996, the commission began preserving historic properties and areas; celebrating Greeley’s history and significant buildings, sites, structures, objects and districts the following year.

Historic Preservation Office

Designated Properties on the Greeley Historic Register

1. Meeker Home Museum (1324 9th Ave.) **(MAHD)**
2. Lincoln Park (b/n 7th & 9th Streets, 9th & 10th Aves.) **(DGHD)**
3. Camfield Court Building (615-631 8th Ave.)
4. Weld County Garage Sign (2699 47th Avenue)
5. Glazier House (1403 10th Ave.)
6. Haynes House (1305 6th Street)
7. Union Pacific Depot (902 7th Ave.)
8. Camfield House (814 19th Street)
9. Oak & Adams House (930 5th Street)
10. Greeley High School (710 11th Avenue) **(DGHD)**
11. Norcross House (1403 2nd Street)
12. Greeley No. 3 Ditch (within the city-limits) **(MAHD)**
13. Thompson House (918 14th St.)
14. White-Plumb Farm (4001 W. 10th St. or 955 39th Ave.)
15. Nettleton-Mead House (1303 9th Ave.) **(MAHD)**
16. Greeley Tribune Building (714 8th Street)
17. Pitts Smith House (1513 9th Avenue) **(MAHD)**
18. Davis House (931 12th St.)
19. Bradfield House (1514 11th Ave.)
20. Buckingham Gordon Building (810-816 9th St.) **(DGHD)**
21. Coronado Building (900 9th Ave.) **(DGHD)**
22. Adelaide Curtis House (1205 10th Ave.) **(DGHD)**
23. Albert F. Eaton House (1029 14th St.)
24. Gale House (911 6th St.)
25. Hawes Building (810-812 8th St.) **(DGHD)**
26. St. Peter’s Catholic Church (915 12th St.) **(MAHD)**
27. St. Peter’s Catholic School (1112 9th Ave.) **(MAHD)**
28. Ewing House (1309 9th Ave.) **(MAHD)**
29. Harvey D. Parker House (1313 9th Ave.) **(MAHD)**
30. George Evans House (1531 9th Ave.) **(MAHD)**

All-Hazards Emergency Operations Plan - Greeley, Colorado

31. Glenmere Park (bounded by 14th Ave, Glenmere Blvd, 17th Ave, and Lakeside Dr.)
32. Hereford House (1203 19th Street)
33. Woodruff House (1027 5th Street)
34. Shattuck House (1127 18th Street)
35. New Cache La Poudre Irrigation Company Building (708 8th Street)
36. Peddycord House (1720 12th Avenue)
37. Carlson House (1729 12th Avenue)
38. Baldwin House (1221 18th Street)
39. The Gables (931 13th Street)
40. The Knelly House (917 13th Street)
41. The Bliss House (921 13th Street)
42. Artesian Well #5 (E. side 10th Ave and alley b/n 5th & 6th Streets, Block 25)
43. Baker Duff House (923 6th Street)
44. Greeley Junior High School (811 15th Street)
45. Gordon-Mitchell House (1329 11th Avenue)
46. Hays House (1515 9th Avenue) **(MAHD)**
47. Campus Pharmacy Building (931 16th Street)
48. Houston Gardens (515 23rd Avenue)
49. Baird House (1914 13th Avenue)
50. Masonic Temple (829 10th Avenue)
51. Andrews House (1860 11th Avenue)
52. Noffsinger House (1861 12th Avenue)
53. Old Park Church (803 10th Avenue)
54. Bliss-Thompson House (1616 12th Avenue)
55. Carlson-Loftis House (1815 13th Avenue)
56. Woodbury House (1124 7th Street)
57. Borg House (1854 13th Avenue)
58. Borgens House (415 13th Street)
59. Varvel-Klein House (1129 17th Street)
60. Rogers-Benton House (1128 16th Street)
61. Regent Apartments (1632 9th Avenue)
62. Russell House (1308 9th Avenue) **(MAHD)**
63. Mosher House (1312 9th Avenue) **(MAHD)**
64. R.V. Smith House (1857 13th Avenue)
65. Townsend House (1103 10th Avenue)
66. McKee House (1215 19th Street)
67. McCutcheon House (1215 11th Street)
68. Lim House (1862 13th Avenue)
69. Macy/Jones Building (922 8th Avenue)
70. Spear/Dixon/Fox House (1219 Cranford Place)
71. Boyd House (1312 11th Street)
72. First Baptist Church (1091 10th Avenue)
73. Monfort House (1475 A Street, part of Centennial Village Museum)
74. Robert Wasson House (1225 8th Street)
75. Fine House (1120 16th Street)
76. Brigham House (1838 Montview Blvd)
77. State Armory (614 8th Avenue)

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78. Hall House (1410 7th Street)
79. Ernst/Reece/Noffsinger House (1524 11th Avenue)
80. POW Camp 202 Stone Gateposts (Highway 34 Roadside Pull-off, north side 10,300th Block West 10th Street)
81. Jacobs/Nixon House (1631 11th Avenue)
82. Apple House (1315 Cranford Place)
83. Neill House (1863 13th Avenue)
84. Cross/Perchlik House (1721 13th Avenue)
85. Atkinson House (1129 Cranford Place)
86. Sterling House (818 12th Street) **(MAHD)**
87. Hillside Center Sign (2525 11th Avenue)
88. Southard-Gillespie House (1103 9th Avenue) **(MAHD)**
89. Currier Carriage House (1221 9th Avenue) **(MAHD)**
90. Greeley Elevator Building (700 6th Street)
91. Bessie Smith Historical House (2410 35th Avenue, Unit B)
92. Oberg/McAfee House (1521 9th Avenue) **(MAHD)**
93. Ringle/Gurtner House (1625 10th Avenue)

NOTE: Those properties with MAHD or DGHD by the names are individually designated and are located within that historic district.

MAHD = Monroe Avenue Historic District

DGHD = Downtown Greeley Historic District

Other Properties in Historic Districts

Monroe Avenue Historic District (MAHD) – Properties within the district that are contributing or non-contributing but are not individually designated

810 12th St
811 12th St
824-828 12th St
825 12th St
827 12th St
1203 9th Ave
1210 9th Ave
1214 9th Ave
1217 9th Ave
1220 9th Ave
1300 9th Ave
1321 9th Ave
822 14th St
1405 9th Ave
1411 9th Ave
1419 9th Ave
1427 9th Ave
914 15th St

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MAHD (cont.)

1502 9th Ave
1503 9th Ave
1508 9th Ave
1509 9th Ave
1514 9th Ave
1516-1518 9th Ave
1522 9th Ave
1523 9th Ave
1525 9th Ave
1526 9th Ave
1528 9th Ave
1532 9th Ave
1533 9th Ave
1540 9th Ave

Downtown Greeley Historic District (DGHD) – Properties within the district that are contributing or non-contributing but are not individually designated

822 7th St
804 7th St
801 8th St
807 8th St
811 8th St
813 8th St
804 8th St
813/815/817 8th Ave/801/805 9th St
806 8th St
808 8th St
814 8th St
816 8th St
818 8th St
820 8th St
822 8th St
809 9th St
813 9th St
815 9th St
817 9th St
819 9th St
821 9th St
825 9th St
901 9th Ave
922 9th Ave
924 9th Ave
926 9th Ave
930 9th Ave

All-Hazards Emergency Operations Plan - Greeley, Colorado

DGHD (cont.)

932 9th Ave
934 9th Ave
940 9th Ave
942 9th Ave
825 10th St
827 10th St
819-823 10th St
817 10th St
815 10th St
813 10th St
811 10th St
809 10th St
931 8th Ave
911 8th Ave
909 8th Ave
800 9th St
802 9th St
806 9th St
808 9th St
818 9th St
820 9th St
822 9th St
824 9th St
826 9th St
Parking Lot 64

EOP APPENDIX # 1

Emergency Contact Information

All-Hazards Emergency Operations Plan - Greeley, Colorado

Weld County Regional Communications Center (WCRCC)

Greeley Dispatch

(970) 350-9600 –Option 4, 2

City of Greeley

Office of Emergency Management	(970) 350-9598
Emergency Operations Center (EOC)	(970) 336-4264
On-Duty Greeley Fire Battalion Chief (BC)	(970) 350-9504
On-call IT (after hours support)	(970) 302-7510
On-call City Streets	(970) 371-3443
On-call Water & Sewer (Daupler system)	(970) 616-6260, (970) 371-3722
On-call Transit (GET)	(970) 415-2801, (970) 371-3404
On-call City Traffic	(970) 397-1422
On-call Building Inspector	(970) 371-3918, (970) 350-9830
ATMOS Energy	1-800-662-6185
Xcel Energy	(303) 571-3400, 1-800-895-1999
Poudre REA	1-888-823-6571
Union Pacific (UP) Railroad	1-888-877-7267, (303) 391-5271
Great Western Railway (OmniTrax)	1-844-564-8091
Chemtrec (RR Hazmat)	1-800-424-9300 option 1
BNSF Railway (Burlington Northern)	1-800-832-5452, (303) 480-6261
AMTRAK	1-800-331-0008 option 1

Weld County Departments (EOP Partner Agencies)

Weld County Department of Human Services (Social Services)
(970) 381-9989, (970) 381-1512

Weld County Department of Public Health and Environment (Health Services)
(970) 371-4992, or call WCRCC-Dispatch

Colorado HELP – Infectious Disease Hotline	1-877-462-2911
Weld County Public Works (Road & Bridge)	(970) 381-0479, (970) 381-3662
Weld County Office of Emergency Mgmt. (OEM)	(970) 400-5157, (970) 400-4590
United Way of Weld County	(970) 304-6192, (970) 301-3313
Community Grief Center	(970) 506-4114 (Dr. Debby Baker)

All-Hazards Emergency Operations Plan - Greeley, Colorado

Emergency Management

Colorado DHSEM – NE Field Manager	(970) 290-5480, (970) 867-4300
Colorado DHSEM - State EOC (SEOC)	(720) 852-6600
DFPC Battalion Chief (BC-11) Big T Region	(720) 413-2917
Colorado CIAC and DFPC Watch Center	(303) 279-8855 (State Emergency)
National Weather Service (NWS-Boulder	(303) 494-4479
NEAHR Homeland Security Coordinator	(970) 397-3114
Colorado National Guard Joint Ops Center	(720) 250-1290
Greeley Air National Guard Base (233rd Space C)	(970) 378-5084
NCMC – Banner Health EM Duty Officer	(602) 747-2871
UC Health Greeley Hospital	(970) 652-2576
Weld County OEM	(970) 400-3997, (970) 400-5157
Weld County Sheriff’s Office	(970) 356-4015
Larimer County OEM	(970) 498-7147
Larimer County Sheriff’s Office	(970) 498-5344
Adams County OEM	(720) 523-6602
Adams County Sheriff’s Office	(303) 288-1535
Morgan County OEM	(970) 867-8506
Morgan County Sheriff’s Office	(970) 867-8531
City of Evans OEM	(970) 475-1199, (970) 475-2200
City of Loveland OEM	(970) 962-2534
City of Fort Collins OEM	(970) 416-2859, (970) 407-0234, 0239
City of Longmont OEM	(720) 818-1207, (720) 438-5792
Northern Colorado Water OEM	(206) 226-8153
ARES Region 3, District 2	(970) 669-4428, (970) 689-0828
Military Explosive Ordinance Disposal (EOD)	(307) 773-3921 (FE Warren AFB)
Team Rubicon (TR)	(520) 449-4756, (206) 226-8153
Crisis Clean-up Website	(202) 669-2969

All-Hazards Emergency Operations Plan - Greeley, Colorado

Access and Functional Needs (AFN)

LANGUAGE / CULTURE:

Telelanguage Interpreters (City of Greeley)	1-800-514-9237, access code 62390
Immigrant & Refugee Center (IRCNOCO)	(970) 352-7323, (505) 948-0890
UNC Center for International Education	(970) 351-2396, (970) 576-9572
Weld School District 6 Family Center	(970) 348-4700
Lutheran Family Services (Refugee Sponsor)	(970) 353-5267, (508) 988-0845

SPECIAL NEEDS:

City of Greeley Commission on Disabilities	(970) 350-9746, (970) 350-9716
Envision (DD)	(970) 339-5360, (970) 590-9404
The ARC of Weld County (I/DD) (Advocacy Coordinator)	(970) 353-5219 ext. 105
Alzheimer's Association (NOCO)	(303) 813-1669 ext. 9671
Connections for Independent Living	(970) 352-8682
Special Olympics Colorado	(805) 405-1045, (720) 359-3122

***Additional contacts in City of Greeley Commission on Disabilities (COD) AFN Resource List (+)

EOP APPENDIX # 2

Glossary

All-Hazards Emergency Operations Plan - Greeley, Colorado

Glossary of Terms and Abbreviations

AAR - After Action Report

Agency Representative – Individual assigned to an incident from an assisting or corroborating agency that has been delegated full authority to make decisions on all matters affecting that agency's participation at the incident.

Alternate Emergency Operations Center (AEOC) - An established location to evacuate to in the event that the primary EOC is not available due to natural or man-made causes.

Amateur Radio Emergency Services (ARES) - Volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

Amateur Radio Relay League (ARRL) – A separate group that functions similarly to ARES (above).

American Red Cross (ARC) - A volunteer organization which works closely with government at all levels in planning for and providing assistance to disaster victims. The ARC operates under a US Congressional Charter.

Base or BoO - Base of Operations

Branch – The organizational level having functional/geographical responsibility for major segments of the incident operations. The branch level is organizationally between section and division/group.

Capability Assessment – Provides information designed to help the planning team evaluate preparedness, mitigation (prevention), and response resources and capabilities. This includes an assessment of community and industry response capabilities.

Casualty - A person injured, and needing treatment, or killed because of natural or manmade disaster.

Catastrophic Incident – Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to State, local, tribal and private sector authorities; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are Incidents of National Significance.

CBRNE – Chemical, Biological, Radiological, Nuclear, and Explosive (agents) – military term referring to types of Weapons of Mass Destruction (WMD).

CDOT – Colorado Department of Transportation

CDPHE (Colorado Department of Public Health and Environment) – The state department with authority for EMTS development and oversight through its Prehospital Care Program (PCP); also responsible for mitigating environmental hazards, addressing public health emergencies, and ensuring air & water quality (pollution control).

All-Hazards Emergency Operations Plan - Greeley, Colorado

CERT (Community Emergency Response Team) – A volunteer program developed to supplement a community's disaster response capability - a FEMA training program that educates citizens in safely responding to emergencies/disasters in their community.

CIAC (Colorado Information Analysis Center) – The state's terrorism fusion center prioritizing the collection, analysis, and dissemination of all hazards/all crimes intelligence including counter-terrorism and providing a suspicious activity reporting (SAR) system.

CodeRED – The City of Greeley's Community Notification and Public Warning system. CodeRED is also the system used by public safety departments for Reverse 911's in Weld County.

Colorado S.T.A.R.T. Triage – The Colorado Simple Triage and Rapid Treatment Triage is a method used to assess and prioritize patients based on the severity of their injury. General categories are: RED – Immediate care required; YELLOW – Care can be delayed; GREEN – Minor injuries; BLACK – Dead or non-salvageable.

Colorado Voluntary Organizations Active in Disaster (COVOAD) – A group of organizations providing voluntary assistance following an emergency or disaster.

Command – The act of directing, ordering, and/or controlling resources by virtue of explicit legal, agency, or delegated authority.

Command Post - The physical location from which the incident commander or unified command exercises direction over the entire incident.

Command Staff – The command staff consists of the information officer, safety officer, and liaison officer, who report directly to the incident commander (on an Incident Management Team (IMT)).

Continuity of Government (COG) - All measures that may be taken to assure the continuity of essential functions of governments during or after an emergency or disaster – Greeley's COOP.

Continuity of Operations Plan (COOP) – A road map for the implementation and management of the continuity of operations / government / business - to ensure that critical or primary essential functions continue to be performed during a wide range of emergencies, including localized acts of nature, accidents and technological or attack-related incidents.

Coordination – The process of systematically analyzing a situation, developing relevant information, and informing appropriate personnel of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

Critical Incident Stress Management (CISM) - Regional and local teams of mental health and peer support staff which have been trained and are available through the City of Greeley, Weld County, and the State of Colorado.

Declaration (Presidential) – Emergency (under \$5 million, less federal assistance) versus Major Disaster (\$5 million +, more federal assistance)

Decontamination – The process of removing or neutralizing contaminants that have accumulated on victims / patients, personnel, and equipment. The process is designed to protect and lessen exposure to individuals, to prevent mixing of incompatible substances, and to protect the community by preventing uncontrolled transportation of contaminants from the incident site.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Disaster - The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials incident, water contamination requiring emergency action to avert danger or damage, epidemic/pandemic, air contamination, blight, drought, infestation, explosion, civil disturbance, or hostile military or paramilitary action. Two types: major and catastrophic.

Division – The organization level having responsibility for operations within a defined geographic area or with functional responsibility.

DHSEM – Division of Homeland Security and Emergency Management in the State of Colorado’s Department of Public Safety (formerly Colorado OEM or CDEM).

DMAT – Disaster Medical Assistance Team

DMORT – Disaster Mortuary Operations Response Team

Drill - A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation. A drill is usually of a smaller scale than an exercise. (See exercise).

Emergency – A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or mitigation actions to supplement local governments in protecting lives and property

Emergency Alert System (EAS) - The replacement system for the Emergency Broadcast System, EBS), See below). This national system, based on the same structure as EBS, will allow local government representatives, to put out local warnings and alerts from and for their geographic areas.

Emergency Management – Organized analysis, planning, decision-making, and assignment of available resources to mitigate, prepare for, respond to, and recover from the effects of all-hazards incidents.

Emergency Operations Center (EOC) – A pre-designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an agency.

Emergency Operations Center Liaison (EOCL) – Staff from governmental and non-governmental agencies assigned to the Emergency Operations Center to act in decision-making processes concerning their agency.

Emergency Operations Plan (EOP) - A brief, clear and concise document describing actions to be taken, or instructions to all individual and local government services concerned, stating what will be done in the event of an emergency. The plan will state the method or scheme for taking coordinated action to meet the needs of the situation. It will state the action to be taken by whom, what, when and where based on predetermined assumptions, objectives and capabilities.

Emergency Public Information (EPI) - Information which is disseminated primarily, but not unconditionally, at the actual time of an emergency and in addition to providing information as such, of an emergency and in addition to providing information as such, frequently directs actions, instructs, and transmits direct orders.

All-Hazards Emergency Operations Plan - Greeley, Colorado

EMS Control/Medical Group Supervision - The first emergency medical services response at the incident scene, or designated by the local response plan or incident command to be responsible for the overall management of the incident's EMS operation.

EMS Provider – Any person “responsible for the direct provision of Emergency Medical Services (EMS) in a given medical emergency” as described in the State’s EMS and Trauma Bill.

EMSystem® - A web-based system for real-time reporting of status, capabilities and other information between hospitals and other interested entities. Often is used to coordinate casualty routing in a mass casualty incident (MCI).

Emergency Support Functions (ESFs) is the grouping of governmental and certain private sector capabilities into an organizational structure (usually 14 within the EOC) to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following domestic incidents – transfer to Recovery Support Functions (RSFs) in a Recovery Plan.

Emergency Management Board (EMB) – A board of government officials (designated Greeley City Department Directors) who retain direction and control of all strategic planning and goals during an emergency. Referred to as the Policy Group in the City of Greeley EOC.

EMTS (Emergency Medical and Trauma Services) – An organized, coordinated effort that delivers a full range of care to all persons who experience, or are at risk of experiencing trauma. It is located in a defined geographic area and is integrated with the local public health system. Local EMTS systems are organized to meet the unique needs of the population they serve, and are often regionalized in order to make most efficient use of the health care resources available. A comprehensive EMTS system encompasses injury prevention, communication, pre-hospital care, transportation, trauma care facilities, and linkages with rehabilitative services, and must determine and provide the appropriate level of care for all types of injuries.

Evacuation - The organized, timed and supervised dispersal of people from a hazardous area.

Evacuees - All persons moved or moving from disaster areas to reception / reunification areas.

Executive Order - A rule or order having the force of law, issued by an executive authority in government.

Exercise - A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation.

Extrication Management - The function of supervising personnel who remove entrapped victims.

Fatality Management - The function designated by existing plans, or the EMS control/medical group supervisor, to organize, coordinate, manage, and direct morgue services.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Federal Emergency Management Agency (FEMA) - The federal agency responsible for the U.S. government's portion of the comprehensive emergency management program. It consists of a national office in Washington, D.C. and ten regional offices, one of which (Region VIII) is located in the Denver Federal Center in Lakewood, Colorado.

FRP - Federal Response Plan – how the federal government implements the Stafford Act.

General Staff – The group of incident management personnel comprised of: Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administrative Section Chief.

Group - A functional division.

Hazard Analysis – Provides information on situations that have the potential to cause injury or damage.

Hazardous Materials (HazMat) – Hazardous materials are substances or materials (dangerous goods), which may pose unreasonable risks to health, safety, property and/or the environment; when used, transported, stored, or disposed of. This may include materials which are solid, liquid or gas. Hazardous materials may include toxic substances, flammable and ignitable materials, explosives, corrosive materials, and radioactive materials. Also defined as: Any element, compound, or combination thereof, which is flammable, corrosive, detonable, toxic, radioactive, an oxidizer, an etiologic agent, or highly reactive, and which, because of handling, storing processing, or packaging, may have detrimental effects upon operating and emergency personnel, the public, equipment and/or the environment.

Healthcare Facility – Any hospital, clinic, infirmary or other healthcare facility that offers emergency or acute care services

Healthcare Facility Evacuation - An event resulting in the need to evacuate any number or patients from a health care facility on a temporary basis when the movement of those patients exceeds the EMS capabilities of the local hospital, and surge hospital within the jurisdiction and region.

ICC – International Code Council (Colorado Chapter – Professional organization for Building Inspectors); has a Disaster Mitigation Committee and response team.

IGA – Intergovernmental Agreement

Incident Action Plan (IAP) – The incident action plan contains objectives reflecting the overall incident strategy, resources, communications, safety issues, and specific action/work plans for the next operational period (for disasters and special events).

Incident Commander (IC) – The individual responsible for the management of all incident operations; maybe co-located in a Unified Command (UC).

Incident Command Post (ICP) – The location at which the primary command functions are executed and usually collocated with the incident base

Incident Command System (ICS) - A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries (part of the NIMS).

All-Hazards Emergency Operations Plan - Greeley, Colorado

Incident Management Team – a team of qualified all-hazards incident management personnel able to deploy and assist jurisdictions through a delegation of authority (5 – Type 3 teams in the State of Colorado).

Integrated Emergency Management System (IEMS) - A system designed to coordinate responses to all of the major hazards that face a community or government; it is based on the premise that there are common functions required in all emergency situations (e.g. warning, command and control, etc.)

IST – Incident Support Team; a municipal, multi-disciplinary team used to support small incidents in the jurisdiction and lead in the EOC during larger-scale local disaster emergencies.

JFO – Joint Field Office (for FEMA and other federal operations)\

JIS – Joint Information System – Public Information Officers (PIOs) collaborating and issuing one consistent and accurate message in times of emergencies; basis of a good crisis communication plan.

JIC – Joint Information Center – the physical location where Public Information Officers (PIOs) meet and collaborate for the JIS (see above).

Local Disaster Emergency – (from CRS 24-33.5-709) what is declared by the “principal executive officer of a political subdivision” per Colorado statute to activate State response and recovery assistance.

Local Government – Refers to county level government and includes all legally recognized political subdivision therein, to include municipalities.

Logistics Resources Management - The function responsible for acquiring personnel, equipment (including vehicles), facilities, supplies and services as requested by the incident commander or unified command.

Major disaster – As defined by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (42 USC 5121-5206), a major disaster is “any natural catastrophe, including, among other things, hurricanes, tornadoes, storms, earthquakes, or, regardless of cause, any fire, flood, or explosion” determined by the President to have caused damage of sufficient severity and magnitude to warrant major disaster assistance under the Act.

Mass Casualty Incident (MCI) – An event resulting from man-made or natural causes which result in illness and/or injuries which exceed the capabilities of a hospital, locality, jurisdiction and/or region.

Mass Fatalities – Mass fatalities incident is any situation where there are more bodies than can be handled using local resources.

MCI Medical Control - The medical facility designated by the hospital community, which provides remote overall medical direction of the MCI evacuation scene out of the jurisdiction, predetermined by guidelines for the distribution of patients throughout the healthcare community.

Medical Communications Management - The function designated by the incident commander or EMS control/medical group supervisor to establish, maintain, and coordinate effective communication between on-site and offsite medical personnel and facilities.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Medical Disaster - A significant medical incident which exceeds, or overwhelms the capability of local resources and of routinely available regional or multi-jurisdictional medical mutual aid, and for which extraordinary medical aid / assistance from state or federal resources is likely required.

Memorandum of Agreement (MOA) - An agreement document between two or more agencies proscribing reciprocal assistance to be provided upon request (and if available from the supplying agency) and laying out the guidelines under which this assistance will operate.

Memorandum of Understanding (MOU) - see MOA

Mental Health Coordinator - A qualified mental health professional responsible for coordinating the psychological assessments and interventions for responders, affected individuals, and groups

Message Center – Receives, records, and routes information about the emergency or provides resource information / referrals (Call Center, Hotline) (i.e. United Way 211).

Mitigation – Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. The NRP distinguishes between hazard mitigation and incident mitigation. Hazard mitigation includes any cost-effective measure, which will reduce the potential for damage to a facility from a disaster event. Measures may include zoning and building codes, floodplain property acquisitions, home elevations or relocations, and analysis of hazard-related data. Incident mitigation involves actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

MMA – Multi-Mission Aircraft – 2 fixed-wing aircraft used by Colorado’s Division of Fire Protection and Control (DFPC) for aerial spotting, firefighting support, search & rescue, and other missions as determined by the State.

Multi-Agency Coordination (MAC) Group – a county group comprised of subject matter experts (SMEs) from different jurisdictions and different disciplines who coordinate and support emergency management. A MAC Group is responsible for establishing priorities, locating and obtaining resources, de-conflicting policy and procedural conflicts between agencies, building partnerships/capabilities, and maintaining relationships.

Mutual Aid - The coordination of resources, including but not limited to facilities, personnel, vehicles, equipment and service pursuant to an agreement between jurisdictions providing for such interchange on a reciprocal basis in responding to a disaster or emergency

Mutual Aid Agreement – A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and equipment in an emergency situation.

Needs Assessment – A preliminary survey of real or potential hazards in a specific geographic area or region.

NIMS – National Incident Management System

NMRT – National Medical Response Team

NRF – National Response Framework

All-Hazards Emergency Operations Plan - Greeley, Colorado

NRP – National Response Plan

OEM – The governmental office where the process of comprehensive emergency management is pursued. Mitigation & Prevention, Preparedness, Response and Recovery activities of/to all-hazards disasters are the primary missions of this office.

PCP (Prehospital Care Program) – The Prehospital Care Program is within the CDPHE's Health Facilities & Emergency Medical Services Division. The program focuses on coordination and development of care provided to sick and injured persons before they reach the hospital.

Plan – The term "Plan" refers to the *City of Greeley All-Hazards Emergency Operations Plan (EOP)*.

PPE – Personal Protective Equipment

Prehospital/EMS Agency – Any volunteer, career, private or governmental Emergency Medical Services (EMS) agency or service that is certified by the State of Colorado to render prehospital emergency care and provide emergency transportation for sick and/or injured people.

Preparedness – The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. In the context of the NRP, preparedness is operationally focused on actions taken in response to a threat or incident.

Prevention – Involves actions taken to avoid an incident or to intervene to stop an incident from occurring. For the purposes of this plan, this includes applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing; and law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending perpetrators.

Public Information - A function designated by the incident commander or unified command for the dissemination of factual and timely reports to the news media and general public.

Public Information Officer (PIO) – The individual responsible for interface with the media or other appropriate agencies requiring information and for disseminating information to the public.

Radio Amateur Civil Emergency Services (RACES) - Volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

Recovery – Involves actions and the implementation of programs necessary to help individuals, communities, and the environment directly impacted by an incident to return to normal where feasible. These actions assist victims and their families, restore institutions to regain economic stability and confidence, rebuild or replace destroyed property, address environmental contamination, and reconstitute government operations and services.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Recovery actions often extend long after the incident itself. Recovery programs may include hazard mitigation components designed to avoid damage from future incidents.

Remote Pilot – The Federal Aviation Administration (FAA)’s designation for a drone (sUAS) pilot (certification per 14 CFR 107).

Response – Involves activities and programs that address the short-term, direct effects of an emergency or disaster. These activities include immediate actions to preserve life, property, and the environment; meet basic human needs; and maintain the social, economic, and political structure of the affected community. Response also includes the execution of emergency operations plans and incident mitigation activities designed to limit loss of life, personal injury, property damage, and other unfavorable outcomes.

Resources – All personnel and major items or equipment available, or potentially available, for assignment to incidents. Resources are described by kind and type (FEMA definitions).

Responder – For the purposes of this plan, responder means anyone who would work in the response phase of emergency or disaster management.

RETAC (Regional EMS and Trauma Advisory Council) – A region consisting of 5 or more counties that participate through a local advisory council for emergency medical issues (Northeast Colorado RETAC covers Greeley, Weld County).

Risk Analysis – Assessing the probability of injury or damage due to a hazard and estimation of the actual damage that may occur.

Safety Management - The function that identifies real or potential hazards, unsafe environment or procedures at the incident scene, and recommends the appropriate corrective or preventive actions under the authority of the incident commander, to ensure the safety of all personnel at the incident scene.

Section – The organization level having functional responsibility for primary segments of incident operations such as; operations, planning, logistics, and finance/admin. The section level is organizationally under the Incident Commander or Unified Command.

Secondary Event – A potentially destructive, injurious or lethal event following a primary event such as an explosion, fire or hazmat release - A secondary event may be deliberate, as in the case of an explosive device timed to detonate once emergency responders are on a scene. Secondary devices are increasingly common in acts of terrorism.

SEOC – State Emergency Operations Center, the location in Centennial, Colorado where DHSEM coordinates state response and resources to natural and man-made disasters.

Span of Control – The supervisory ratio of three (3) to seven (7) individuals with five (5) being optimal that are assigned to a single supervisor.

Staging Area – The location where incident personnel and equipment are assigned.

Staging Management - The function designated by the incident commander that is responsible for the orderly assembly and utilization of resources in a designated area.

Standard Operating Procedures (SOPs) - A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness.

All-Hazards Emergency Operations Plan - Greeley, Colorado

State Agencies - As used herein is an all-inclusive term referring to all state level governmental departments, agencies, commissions, etc.

State Emergency Operations Plan (SEOP) - The state level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to state agencies, coordinating instructions, staffing, essential facilities, and general operations common to most major emergencies. The SEOP is also referred to as the CHIRRP – Colorado Hazard and Incident Response and Recovery Plan.

sUAS – Small Unmanned Aircraft System; smaller drone

Terrorism - the unlawful use of force or violence committed by a group or individual against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political, religious, or social objectives.

Treatment Area - The site at or near the incident for emergency medical treatment prior to transport.

Treatment Management - The function that is responsible for the definitive on-scene medical treatment of patients.

Triage - The process of sorting and prioritizing emergency medical care of the sick and injured on the basis of urgency and type of condition present, and the number of patients and resources available in order to properly treat and transport them to medical facilities appropriately situated and equipped for their care.

Triage Area - A location near the incident site to which injured persons should be brought for evaluation.

Triage Management - The function that is responsible for triage and preliminary treatment of casualties.

Unified Command – Incident Command conducted jointly by several agencies with jurisdictional responsibility and/or technical expertise.

USAR – Urban Search & Rescue

UAV – Unmanned Aerial Vehicle; larger drone

Vulnerability Analysis – Identifying who or what in the community is susceptible to damage if a local disaster emergency occurs.

WCRCC – Weld County Regional Communications Center is the Public Safety Answering Point (PSAP) for Weld County. The radio communications center (Dispatch) where 911 telephone calls are received and multi-channel radio traffic is coordinated.

WMD – Weapons of Mass Destruction (WMD), relating to CBRNE, sometimes used by criminal or terrorist organizations.

Council Agenda Summary

March 3, 2020

Agenda Item Number 12

Key Staff Contact: Doug Marek, City Attorney, 970-350-9755

Title:

Consideration of a resolution of the City Council of the City of Greeley, Colorado, authorizing City staff to enter into a settlement agreement with Blanche Marceleno, Susan Ebbs, Edward Caussade, and Tyler Brunner to resolve their claims in the federal action brought by them to challenge the constitutionality of the City's Median Ban

Summary:

The four plaintiffs filed an action in federal court challenging the constitutionality of Greeley Municipal Code section 11.01.809, which prohibited all pedestrians from stopping on medians as they were crossing public streets ("Median Ban"). Prior to answering the law suit, the City Council repealed of the Median Ban by enacting Ordinance No. 47-2019. Repeal of the Median Ban resolved the primary legal issues in the case, and approval of the settlement agreement resolves the remaining issues of damages, fees, and costs.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	Yes
If yes, what is the initial, or, onetime impact?	\$77,500
What is the annual impact?	None
What fund of the City will provide Funding?	Liability Fund
What is the source of revenue within the fund?	Allocations charged to each City department
Is there grant funding for this item?	No
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	

Legal Issues:

A settlement agreement with the four claimants would resolve all associated claims against the City.

Other Issues and Considerations:

None anticipated.

Applicable Council Priority and Goal:

Safety: Manage the City's streets and pedestrian traffic to promote the health, safety and welfare of the City for residents, businesses and visitors, consistent with state and federal law.

Decision Options:

- 1) Adopt the resolution as presented; or
- 2) Amend the resolution and adopt as amended; or
- 3) Deny the resolution; or
- 4) Continue consideration of the resolution to a date certain.

Council's Recommended Action:

A motion to adopt the Resolution.

Attachments:

Resolution

Proposed Settlement and Mutual Release Agreement

THE CITY OF GREELEY, COLORADO

RESOLUTION ____ , 2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREELEY,
COLORADO AUTHORIZING CITY STAFF TO ENTER INTO A SETTLEMENT
AGREEMENT WITH BLANCHE MARCELENO, SUSAN EBBS, EDWARD CAUSSADE, AND
TYLER BRUNNER.**

WHEREAS, Blanche Marceleno, Susan Ebbs, Edward Caussade, and Tyler Brunner filed an action in Federal Court, Civil Action No. 19-2565, on September 10, 2019, challenging the constitutionality of Greeley Municipal Code section 11.01.809 (now repealed), and seeking damages and injunctive relief; and

WHEREAS, the City has repealed section 11.01.809 and has reached an agreement resolving all factual issues in the federal action; and

WHEREAS, settlement is fully contingent upon Council's approval pursuant to Section 4.18.040(b); and

WHEREAS, settlement of the claim will include the full release of all claims against the City of Greeley, its officers and employees as required by Section 4.18.040(e); and

WHEREAS, the City Attorney's Office believe it is in the best interests of the City of Greeley to approve a settlement of this litigation;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO:

1. City Council authorizes City staff members to sign a Mutual Release and Settlement Agreement with Blanche Marceleno, Susan Ebbs, Edward Caussade, and Tyler Brunner, and their counsel of record that resolves all claims associated with Civil Action No. 19-2565, a form of which is attached as Exhibit A.

2. The City Attorney is authorized to make changes to the Mutual Release and Settlement Agreement following review and approval by City Council as long as such changes do not change the substance of the agreement.

3. This Resolution shall become effective immediately upon its passage.

PASSED, AND ADOPTED, SIGNED AND APPROVED this ____ day of _____, 2020.

ATTEST:

THE CITY OF GREELEY, COLORADO

By: _____

By: _____
Mayor

SETTLEMENT AND MUTUAL RELEASE AGREEMENT

THIS SETTLEMENT AND MUTUAL RELEASE AGREEMENT made this ____ day of _____, 2020, by and between Blanche Marceleno, Susan Ebbs, Edward Caussade, and Tyler Brunner and their counsel of record ("Plaintiffs") and the City of Greeley, Colorado ("City") (Plaintiffs and City, collectively, "Parties") is an agreement which exchanges a full and mutual release of all claims by Plaintiffs, including claims by their counsel, against the City of Greeley as result of any and all injuries and damages arising from the enforcement and repeal of Greeley Municipal Code section 11.01.809, in exchange for the following consideration.

IN CONSIDERATION of the mutual covenants undertaken and the mutual releases contained in this agreement the adequacy of which is acknowledged by and between the Parties, Claimant and the City agree as follows:

RECITALS

- A. Plaintiffs filed an action in the United States Federal Court for the District of Colorado, Civil Action No. 19-2565, on September 10, 2019, challenging the constitutionality of Greeley Municipal Code section 11.01.809 (now repealed), and seeking damages and injunctive relief; and
- B. WHEREAS, the City has repealed section 11.01.809 and has reached an agreement resolving all factual issues in the federal action; and
- C. WHEREAS, although Plaintiffs and their counsel claimed a significant amount of attorneys' fees, they have agreed to compromise the amount of attorneys' fees that would be due to them for their success in the pending litigation; and
- D. The Parties have agreed to pay the compromised amount of attorneys' fees to settle all disputes between them related to the enforcement and repeal of Greeley Municipal Code section 11.01.809.

AGREEMENT

1. Settlement Compensation. The City agrees to pay Plaintiffs the amount of SEVENTY SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$77,500.00) to resolve all claims for attorneys' fees and costs, included costs that have been taxed by the Court. The Plaintiffs and their counsel will identify the payee of the settlement compensation, and the amount will be paid within fifteen (15) business days following the execution of this Agreement and receipt by the City of W-9 from Plaintiffs.

2. Release and Discharge. In consideration of the mutual promises between the Parties, the Parties completely release and forever discharge each other and any past, present and future officers, directors, stockholders, attorneys, agents, servants, representatives, employers, employees, subsidiaries, affiliates, partners, predecessors, successors and assigns, and all other persons, firms or corporation with whom the Parties have been, are now or may hereafter be affiliated, of and from any and all past, present or future claims, demands, obligations, actions, causes of action, damages, exemplary damages, costs, losses of services, expenses and compensation of any nature whatsoever, whether based on tort, contract or other

theory of recovery, which Parties now have, or which may hereafter accrue or otherwise be acquired, arising out of or in any way relating to the enforcement and repeal of Greeley Municipal Code section 11.01.809, which are or could have been the subject of the claim including, but not limited to, any and all known or unknown claims, as well as any and all known or unknown claims for or any future claim of the Parties' representative(s) or assignee(s). This Release and Discharge shall be a fully binding and complete settlement between the Parties, their affiliates, assigns, predecessors and successors.

3. General Release. The Parties hereby acknowledge and agree that this Release and Discharge is a general release of any and all claims arising out of or in any way relating to the enforcement and repeal of Greeley Municipal Code section 11.01.809, on behalf of themselves, their officers, agents, employees, and all other persons, firms or corporations with whom the Parties have been, are now or may hereafter be affiliated, and they further expressly waive and assume the risk of any and all claims for damages which exist as of this date, but of which the Parties do not know or suspect to exist, whether through ignorance, oversight, error, negligence, or otherwise, and which, if known, would materially affect the Parties' decision to enter into this Agreement. The Parties further agree that they have accepted the benefit of the payment of the sum specified herein and the mutual promises as a complete compromise of matters involving disputed issues of law and fact, and the Parties assume the risk that the facts or law may be otherwise than the Parties believe. It is understood and agreed by the Parties that this settlement is a compromise of a disputed claim, and the payment is not to be construed as an admission of liability on the part of the City of Greeley.

4. Scope of Agreement. This Agreement is intended as a release of all claims of the kind or nature set forth above as to all persons, firms or corporations, regardless of whether such persons are specifically named or designated herein, and regardless of whether such persons, firms or corporations or parties to any litigation arising out of this matter, except to the extent any limitations are specifically designated herein to the contrary.

5. Denial of Liability/Assumption of Risk/Mistake of Fact. The Parties specifically affirm that the above-described compensation would not be paid, except as consideration set forth in exchange for the full and complete release of any and all claims, actions or causes of action, known or unknown, as described above. It is understood and agreed to by the Parties that this settlement is a compromise of a disputed claim and the payments are not to be construed as an admission of liability on the part of either party. The Parties specifically acknowledge that they have taken into account and are aware of the facts and circumstances surrounding the enforcement and repeal of Greeley Municipal Code section 11.01.809. The Parties have specifically taken into account that potential mistake of facts may have been made and reached in this particular settlement and affirm that part of the consideration above is being given by the Parties to each other for the voluntary assumption of that potential risk arising from this possible mistake of fact. The Parties' assumption of this potential risk is final and complete, but this assumption of risk shall not constitute any admission by any party of any liability or wrongdoing. The Parties acknowledge that there may be unknown injuries or damages, of which they are not aware, relating to the above-described incident and the surrounding circumstances. It is the Parties' intent to release the other from any and all claims which may arise from the above-described incident.

6. Warranty of Capacity to Execute Agreement. Each Party and their counsel, as to its claims, demands, obligations, or causes of action referred to in this Agreement, represents and warrants that no other person or entity has or has had any interest to such Party's or counsel's claims, demands, obligations, or causes of action, except as otherwise set forth herein, and each Party and their counsel has the sole right and exclusive authority to execute this Agreement and receive the sums specified herein,

and that each Party has not sold, assigned, transferred, conveyed or otherwise disposed of any of its claims, demands, obligations, or cause of action released or referred to in this Agreement.

7. Subrogation/Attorney Lien. Plaintiffs and their counsel agree that all payments to third parties who may have subrogation rights and/or Attorney's Liens to any monies received pursuant to this Agreement as a result of any and all injuries and damages arising from the enforcement and repeal of Greeley Municipal Code section 11.01.809 are the sole responsibility of Plaintiffs. Plaintiffs agree to accept sole responsibility for any lien asserted by any third party on any monies received pursuant to this agreement. Plaintiffs, by this agreement, agree to hold harmless, defend and indemnify the City from any third party claims to any portion of the monies received under this agreement.

8. Action to Enforce Terms. The Parties agree that Presentation of the Agreement shall be a complete affirmative defense to any and all such claims and shall be a complete bar to any such action.

9. Miscellaneous.

- A. This instrument constitutes and contains the entire agreement and understanding of the Parties and the subject matter herein between the Parties arising from any and all damages and injuries arising from the enforcement and repeal of Greeley Municipal Code section 11.01.809 and supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or verbal, all concerning the subject matter hereof. No party, nor any agent or attorney therefore, has made any promise, representation, or warranty whatsoever, express or implied, not contained herein.
- B. Neither the process of negotiating nor the act of executing this agreement is intended to be nor shall at any time be deemed, construed, or treated in any respect as an admission of liability of the legal validity of any claim asserted by any party hereto or otherwise.
- C. Nothing in this agreement shall be constructed as a waiver of immunity provided by common law or by state statute, including the Colorado Governmental Immunity Act, Section 24-10-101, *et seq.*, C.R.S.; and further shall not be deemed as an assumption of any duty with respect to any non-party to this Agreement.
- D. No waiver of any breach of any term or provision of this agreement shall be construed to be, nor shall be, a waiver of any other breach of this agreement. No waiver shall be binding unless in writing, signed by the party waiving the breach.
- E. If any provision of this Agreement shall be determined to be invalid or void, for any reason, the remaining provisions shall nonetheless remain in full force and effect.
- F. Each Party hereto acknowledges that they and/or their respective counsel have participated in or had the opportunity to participate in the drafting, preparation and review of this agreement and, therefore, no part hereof shall be construed against any party based upon the identity of any person who purported to be the drafter of such language.
- G. The Parties execute this Agreement without reliance upon any statements or representations by the other concerning the nature and extent of any damages, legal liability, tax consequences or any other matter except as contained in this Agreement.

Claimant voluntarily agrees to assume the risk and obligation to pay any and all taxes due, if any, as the result of receiving the settlement funds referenced herein.

- H. This agreement is contractual in nature and not a mere recital, each party asserting that valuable consideration has been received, binding the Parties to their respective rights and obligations hereunder.
- I. It is understood and agreed that both Parties shall bear their own attorneys' fees and costs, if any, arising from the action of their own counsel in connection with the claim.
- J. The Parties agree to cooperate fully and execute any and all supplementary documents, and to take all additional actions which may be necessary or appropriate to give full force and effect to the terms of this Agreement.
- K. This Agreement may be executed in any number of counterparts, each of which, when so executed, shall be deemed to be an original and all of which, taken together, shall constitute one and the same agreement.

This Agreement shall become effective following its execution by the Parties and upon the release of funds, as stated in paragraph 1 above.

PLAINTIFFS:

BLANCHE MARCELENO

By: _____

SUSAN EPPS

By: _____

EDWARD CAUSSADE

By: _____

TYLER BRUNNER

By: _____

THE CITY OF GREELEY, COLORADO:

APPROVED AS TO SUBSTANCE:

By: _____
Roy Otto, City Manager

AVAILABILITY OF FUNDS:

By: _____
Renee Wheeler, Director of Finance

APPROVED AS TO LEGAL FORM:

By: _____
Doug Marek, City Attorney

Council Agenda Summary

March 3, 2020

Agenda Item Number 13

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786

Marian Duran, Planner II, 970-350-9824

Title:

Introduction and first reading of an ordinance changing the official zoning map of the City of Greeley, Colorado from C-D (Conservation District) to I-L (Industrial Low Intensity) for 80 acres of property located at 525 N. 14th Avenue, and known as the Island Grove Rezone

Summary:

The applicant, City of Greeley, is requesting a rezone of 80 acres of land from Conservation District to Industrial Low Intensity. The original C-D zoning was established based on the defined area of the floodway at the time. The limits of the floodway have since changed, so the original premise of the zoning no longer applies. The current C-D zoning limits almost all land uses and development, including expansion of Island Grove facilities, so rezoning the property to a zone district that supports development is in the public interest.

The Planning Commission will consider this request on February 25, 2020.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	

Legal Issues:

Consideration of this matter is a quasi-judicial process.

Other Issues and Considerations:

None

Applicable Council Priority and Goal:

Consistency with Comprehensive Plan and Development Code standards.

Decision Options:

- 1) Introduce the ordinance as presented; or
- 2) Amend the ordinance and introduce as amended; or
- 3) Deny the ordinance; or
- 4) Continue consideration of the ordinance to a date certain.

Council's Recommended Action:

A motion to introduce the ordinance and schedule the public hearing and final reading for March 17, 2020.

Attachments:

Ordinance

Planning Commission Summary (Staff Report) February 25, 2020)

CITY OF GREELEY, COLORADO

ORDINANCE NO. ____, 2020

CASE NO. ZON2019-0008

AN ORDINANCE CHANGING THE OFFICIAL ZONING MAP OF THE CITY OF GREELEY, COLORADO, FROM C-D (CONSERVATION DISTRICT) TO I-L (INDUSTRIAL LOW INTENSITY) FOR 80 ACRES OF PROPERTY LOCATED AT 525 N. 14TH AVENUE, AND KNOWN AS THE ISLAND GROVE REZONE

BE IT ORDAINED BY THE CITY COUNCIL OF GREELEY, COLORADO:

Section 1. The following described property located in the City of Greeley is hereby changed from the zoning district referred to as C-D (Conservation District) to I-L (Industrial Low Intensity) zoning for 80 acres of property in the City of Greeley, County of Weld, State of Colorado:

See attached legal description

Section 2. The boundaries of the pertinent zoning districts as shown on the official zoning map are hereby changed so as to accomplish the above-described zoning changes, and the Mayor and City Clerk are hereby authorized and directed to sign and attest an entry which shall be made on the official zoning map to reflect this change.

Section 3. This ordinance shall become effective five (5) days after its final publication as provided by the Greeley City Charter.

PASSED AND ADOPTED, SIGNED AND APPROVED, THIS ____ DAY OF _____, 2020.

ATTEST:

THE CITY OF GREELEY

City Clerk

Mayor

Legal Description

A parcel of land, currently owned by the City of Greeley and situate in the Southeast Quarter (SE1/4) of Section Thirty-one (31) Township Six North (T.6N.), Range Sixty-five West (R.65W.), and in the Northeast Quarter (NE1/4) of Section Six (6) Township Five (T.5N.), North, Range Sixty-five West (R.65W.), both of the Sixth Principal Meridian (6th P.M.), City of Greeley, County of Weld, State of Colorado, more particularly described as follows:

Block 179, lying South of the South Bank of the Cache La Poudre River and Block 180 of the Map of the Town of Greeley recorded April 6th, 1887 as Reception 24738 of the Records of Weld County and any adjoining vacated road rights of way adjoining the same, the South Bounds of the Block 180 rezone area being the centerline of vacated "C" Street;

And together with all that portion of the West Half of the North 11th Avenue Right of Way, as based on the original subdivision center line, adjoining to herein described Blocks 179 and Block 180;

And also together with all that portion of Island Grove Park as indicated within the Map of the Town of Greeley recorded April 6th, 1887 as Reception 24738 of the Records of Weld County and inclusive of the West Park Avenue Right of Way, which is Bounded on the East by Blocks 179 and 180 and the vacated rights of way adjoining said Blocks 179 and 180, and Bounded on the Southeasterly side by Block 33 and Block 34 of the Clayton Park Subdivision recorded January 10, 1912 as Reception 173761 of the Records of Weld County and by the center line of Park Avenue, Bounded on the Southwesterly side by the center line of North 15th Avenue, and Bounded on the Westerly side by the vacated right of way of North 15th Avenue which adjoin to Blocks 181 and 184 of the Map of the Town of Greeley and by the northerly lines of Block 181 and Block 182 and the Easterly lines of that parcel of land indicated on the Weld County Assessors site as Parcel No. 080331404001, and Bounded on the Northerly side by the South Bank of the Cache La Poudre River.

Area of the Island Grove Rezone is approximately 80 acres.

PLANNING COMMISSION SUMMARY

ITEMS: Rezone from C-D (Conservation District) and I-L to I-L (Industrial-Low Intensity) Zone District

FILE NUMBER: ZON2019-0008

PROJECT: Island Grove Rezone

LOCATION: 525 North 14th Avenue

APPLICANT: City of Greeley

CASE PLANNER: Marian Duran, Planner II, Long Range Planner

PLANNING COMMISSION HEARING DATE: February 25, 2020

PLANNING COMMISSION FUNCTION:

The Planning Commission shall consider the staff report, along with testimony and comments made by the applicant and the public and shall then make a recommendation to the City Council regarding the application in the form of a finding based on the review criteria in Section 18.30.050(c)(3) of the Development Code.

EXECUTIVE SUMMARY

A public hearing to consider a request from the City of Greeley to rezone approximately 80-acres from C-D (Conservation District) and I-L to I-L (Industrial-Low Intensity) for property located at 525 North 14th Avenue, known as Island Grove Park (*see Attachment A – Aerial Vicinity Map and Attachment B – Existing Zoning Map*).

A. REQUEST

The applicant is requesting approval of a rezone (*see Attachment C – Rezone Boundary*).

B. STAFF RECOMMENDATION

Approval, see Section J for a recommended motion.

C. LOCATION

Current Zoning:

C-D and I-L

Abutting Zoning/Land Use:

North: I-M (Industrial Medium Intensity)
South: I-L (Industrial Low Intensity)
East: C-D (Conservation District) and I-L
West: I-L

Site Characteristics:

The site is developed with an Arena and Grandstands, a Livestock Building, and the Buckle Club Building. The Poudre River bounds the property on the north.

Surrounding Land Uses:

North: Poudre River and Trail, the Greeley Saddle Club, and the Central Colorado Water Conservation District
South: Centennial Village, Island Grove Multi-Use Field/Park, Single Family & Industrial uses, and Weld County Buildings
East: Eleventh Avenue and the River Park Mobile Park
West: Fourteenth Avenue, the Event Center, the Exhibition Hall, the 4-H Building, the Pavilion

D. BACKGROUND

The subject parcel was annexed in 1871 as part of the “Map of the Town of Greeley” (*Reception No. 00024738*), but it had already been established as a park back in 1869, having spacious lawns, and a range of facilities that bordered Cache la Poudre River. Island Grove Park is a multi-use events complex owned by the City of Greeley and Weld County. Although Island Grove Park is approximately 145 acres in size, the area proposed for this rezoning is approximately 80-acres in size. The earliest known zoning was in 1929 when the area was zoned to B-Residence District, but it was later reclassified in 1959 as R-2 Two-Family Dwelling, and reclassified once more to M-1 Medium Manufacturing District in 1971. In 1979, the City Council adopted an ordinance (*Ordinance No. 29, 1979*) that regulates development activities in the floodway areas inside the new C-D (Conservation District) classification. On June 17, 1982, the City Council directed the Planning Commission to initiate a zone change on all floodway properties in the area. After almost two years of research and studies conducted by staff and a Flood Plain Advisory Board, following a recommendation by the Planning Commission, the City Council approved the rezoning on June 19, 1984 (*File No. Z 11:82 & Ordinance No. 45, 1984*). In 1998, the zoning classification of M-1 Medium Manufacturing changed from I-L (Industrial Low Intensity) and carried over the C-D (Conservation District) on the north where the old floodway overlay district lied.

In late 2015, the Federal Emergency Management Agency (FEMA) adopted a new floodplain and floodway regulation for the Cache La Poudre Floodway. The City Council

approved a Digital Flood Insurance Rate Map (DFIRM) on January 5, 2016, which modified the City's official floodplain overlay (*Resolution No. 3, 2016*) (see Attachment D – *Floodway Map*). Section 18.30.050 (c)(6) of the Development Code, allows the Planning Commission or City Council to initiate a rezoning so long as the property owner is consulted (*the City of Greeley owns Island Grove*), have considered the current legal uses, adjacent zoning, and legal land uses, and the history of the City's zoning ordinances and amendments and other relevant factors.

Furthermore, the C-D zone district no longer follows the current floodway overlay boundaries and the Stampede Arena is no longer in the floodway, but still carries the C-D zoning overlay. Thus, it is determined that the property no longer meets the criteria of paragraph (c)(5) of Section 18.30.050, which states that a property within a C-D zone district, must meet the four criteria listed: 1) Competing values for mineral extraction; 2) Merits of allowing conflicting land uses that discourage extraction; 3) Limitations of adjacent development that would interfere with extractions; and 4) Is consistent with Section 18.32.120. The subject parcel does meets these criteria listed.

Furthermore, the Code states that if the parcel is no longer in a floodway, then the Planning Commission or City Council can initiate a rezoning so long as the following are met, consult with the property owner, consider current legal uses, adjacent zoning and legal land uses, and to consider the history of the City's zoning ordinances and amendments, including other applicable factes. Although the floodway overlay does not cover the Stampede Arena, it does, however, overlay onto the northern portion of the subject parcel near Cache la Poudre River and the Livestock Building, approximately 19-acres or nearly 24% of the subject parcel, and 13% of the entire Island Grove Park. Island Grove is also under the Redevelopment District, an overlay that allows flexibility with respects to infill development standards.

E. APPROVAL CRITERIA

Development Code Section 18.30.050 Rezoning Procedures

For the purpose of establishing and maintaining sound, stable and desirable development within the City, the rezoning of land is to be discouraged and allowed only under circumstances provided for in this Section [of the Code]. This policy is based on the opinion of the City Council that the City's zoning map is a result of a detailed and comprehensive appraisal of the City's present and future needs regarding land use allocation and other zoning considerations, and, as such, should not be amended unless to correct manifest errors or because of changed or changing conditions in a particular area of the City in general.

The review criteria found in Section 18.30.050(c)(3) of the Development Code shall be used to evaluate the zoning amendment application.

- a) **Has the area changed, or is it changing to such a degree that it is in the public interest to rezone the subject property to encourage development or redevelopment of the area?**

Staff Comment: As mentioned in Section C above, the subject site has been partially removed from the floodway boundaries, which would allow the property to be rezoned and potentially developed following the City and Federal floodplain regulations. This area is currently used as a park and is home to the Greeley Stampede Arena, the livestock building, and associated offices within the subject parcel. The Stampede owners have an interest in revitalizing the arena in the near future, which would create a positive impact on the economy and upon the image of the City.

This request complies with this criterion.

- b) **Has the existing zoning been in place for at least fifteen (15) years without substantial development resulting, and does the existing zoning appear to be obsolete, given development trends?**

Staff Comment: The existing zoning has been in place for over thirty (30) years without development resulting. As stated in Section C above, the subject was zoned C-D in 1984, which limited development activity on the parcel. Since the floodway boundaries have recently changed, the site would be eligible to be rezoned.

Due to the Poudre River Floodway boundaries being moved north, the existing zoning would be considered obsolete in the areas where the floodway boundaries do not exist anymore. Additionally, it is staffs opinion that the C-D zoning is no longer appropriate as the existing uses are not consistent with the C-D zone district.

Most of the area surrounding the subject parcel is zoned C-D and I-L, so little to no development has occurred in this area.

This request complies with this criterion.

- c) **Are there clerical or technical errors to correct?**

Staff Comment: There are no clerical or technical errors to correct.

This criterion is not applicable to this request.

d) Are there detrimental environmental impacts, such as flood plains, inadequate drainage, slopes, unstable soils, etc., that may affect future development of this site and which may not have been considered during the original zoning of the property?

Staff Comment: The subject property is located entirely within the 100-year floodplain and the northern portion within the floodway. These things were not considered at the time in the early 1800s, but over the years overlays have been placed on the land, encumbering its ability to improve existing structures. Any development proposed within the designated floodplain overlays would be required to comply with all local, state, and federal regulations.

The area within the property (approximately 19-acres) that is designated floodway would also be rezoned from C-D to I-L, but further development within the floodway would not be allowed per federal and state regulations, and thus, future development would be affected. The rezone of the entire 80-acre parcel site is in anticipation to floodplain or floodway changes that may occur in the future, which could move either north or south of their current location in the future. If the floodway lines were to move further north, than potential improvements within the 19-acre area north of the subject parcel would be possible.

The property is located in the areas of ecological significance due to its proximity to the Cache la Poudre River. There are no biologist reports required for this process, nor would there be for the subject parcel because the entire Island Grove Park has been occupied since the 1800s as a regional park. Small and large events that have occurred at the site over the years and the development of the existing buildings on the site disrupted the natural state of the land even before its annexation in 1871.

Planning Staff has analyzed this request and has found that there would likely be no determinantal environmental impacts to this proposal. Improvements of the site would require the Administrative Review Team approval and meet Federal and State guidelines before the issuance of any building permit. No development would be allowed in the the floodway areas, which is of no consequence to the City.

This request complies with this criterion.

- e) Is the proposed rezoning necessary in order to provide land for a community-related use which was not anticipated at the time of adoption of the City's Comprehensive Plan; or have the policies of the City changed to the extent that rezoning is warranted?**

Staff Comment: The proposed rezoning is necessary to provide land for community-related uses. As mentioned in Section C above, is owned by the City of Greeley and is currently the home of the Greeley Stampede. The Greeley Stampede has a rich history dating back as early as the 1800s. The community celebration began with a small recognition of local potato farmers, and the first rodeo (Greeley Spud Rodeo) was featured in 1922, attracting 2,500 people. Since then, the Greeley Stampede has grown to be an internationally acclaimed festival attracting more than 250,000 people annually. In 2020, the Greeley Stampede will celebrate its 99th Annual Independence celebration.

This community-related use had been in existence before annexation and before the adoption of the City's Comprehensive Plan or Development Code Standards. Staff believes that the rezone is warranted to continue to allow this historical community-related use at Island Grove Park.

The request complies with this criterion.

- f) What is the potential impact of the proposed rezoning upon the immediate neighborhood and the city as a whole (including potential noise and environmental impacts, visual impacts, the provision of City services such as police, fire, water, sewer, and pedestrian systems and parks and recreational facilities)?**

Staff Comment: It is not anticipated that the proposed rezoning would create significant impacts on the property or adjacent land uses. Any potential noise created by future development will be regulated by the Municipal Code. Visual impacts are considered but the subject parcel is set back significantly away from single-family residences or other commercial offices. Thus, this distance acts as a natural buffer, which lessens the visual impacts, if any. City services should not be impacted, since the surrounding area is already served by municipal services such as water and sewer. Police and Fire are already serving this area since it is within the City of Greeley.

The request complies with this criterion.

g) Is there clear and convincing evidence that the proposed rezoning will be consistent with the policies and goals of the City's Comprehensive Plan and comply with the applicable zoning overlay requirements?

The subject parcel is in the Redevelopment District and floodway and floodplain overlays. The following City of Greeley Imagine Greeley Comprehensive Plan policies apply to this request:

Objective GC-1.3 Adequate Public Facilities

This park is within the Adequate Public Facilities Area (APFA) and has been developed with the necessary infrastructure for it to function as a regional park necessary to serve the community.

Objective GC-1.6 Transitions to Parks and Open Lands

Island Grove Park being close to Cache la Poudre River Trail is a great regional connector which helps transition an urban park to other natural open lands along the Poudre River Corridor.

Objective GC-6.5 Neighborhood Reinvestment

The Imagine Greeley Comprehensive Plan states that the City must monitor and address conditions that contribute to distress, disinvestment and blight in older areas of the community through neighborhood plans and their implementation. This rezone request is a reinvestment to a community-related need.

Objective HC-1.3 City-Owned Resources

The City must promote leadership in the care and use of City-owned facilities that are of historic significance and encourage other public entities to offer like stewardship. The Greeley Stampede has been around for almost 100 years and has a significant landmark to Greeley and Northern Colorado.

Objective IN-1.4 Park Facilities

As mentioned before, having a park within half-mile of the neighborhood is considered adequate under APFA requirements. Regional parks, trails, natural areas, or recreational facilities are typically not included in the APFA analysis unless they contain facilities equivalent to those available in neighborhood parks, which Island Grove Park does.

Staff Comment: The proposal is located on an infill site with adequate public facilities. The area offers a regional park with city-owned resources within walking and biking distance to residential and commercial sites. The neighborhood reinvestment of a historical and community-related resource is essential for the viability of Greeley.

The request complies with this criterion.

h) What is the potential impact of the proposed rezoning upon an approved Zoning Suitability Plan for the property?

Staff Summary: Currently, there is not an approved Zoning Suitability Plan for the subject property.

This criterion does not apply to this request.

F. OVERLAY DISTRICTS

1. REDEVELOPMENT DISTRICT OVERLAY

The subject property is located within the City of Greeley's redevelopment district. The redevelopment district provides opportunities for alternative standards for the use and development of land and to provide additional discretion via the application of alternative compliance within the redevelopment district. Any development review application would be reviewed utilizing the criteria found in Section 18.34.600 of the City of Greeley's Development Code.

3. FLOODPLAIN OVERLAY DISTRICT

The property is located within the Cache La Poudre River 100 year floodplain and a small portion is located within the floodway. The portion of the property that is within the FEMA designed floodway is proposed to be rezoned to I-L as well, but it would be prohibited from being developed further since it is within the floodway. The portion outside of the floodway proposed for an I-L (Industrial Low Intensity) zone district would be subject to the regulations found in Section 18.34.020 of the City of Greeley's Development Code, along with all other local, state and federal regulations.

G. PHYSICAL SITE CHARACTERISTICS

1. SUBDIVISION HISTORY

The subject parcel was annexed in 1871 as part of the "Map of the Town of Greeley" (Reception No. 00024738), but it had already been established as a park back in 1869, having spacious lawns, and a range of facilities that bordered Cache la Poudre River. The area was granted from the United States to Peter Winne in 1878 under the Land Patent Agreement (*Reception No. 00003366*). The most recent quiet claim deed that showed the parcel boundaries, that were previously conveyed in past years, was in 2017 (*Reception No. 04342249*).

2. HAZARDS

Since the site is within the FEMA designed floodplain, flooding hazards may exist from time to time. However, the portion of the site located within the floodway will not be developed further.

3. WILDLIFE

The site is located in an area identified in areas of ecological significance due to its proximity to the Cache la Poudre River. A biologist report will not be required at this time, but any future development may require a biologist report.

4. FLOODPLAIN

The property is located within the 100-year floodplain and a small area within the floodway, according to the adopted Federal Emergency Management Administration (FEMA) flood data (*see Attachment D – Floodway Map*).

5. DRAINAGE AND EROSION

A conceptual drainage report was not required for this rezone request. Historically, the site drains from the south to the north to the Cache la Poudre River.

6. TRANSPORTATION

Primary access to the site would be from North 11th Avenue (*Arterial street classification*) and D Street (*local street classification*). At this time, staff does not anticipate any significant impacts that would negatively impact the roadway system as part of the rezone request. Traffic during large events are controlled with local police assistance.

A conceptual traffic report was not required to be submitted with the rezone.

H. SERVICES

1. WATER

The property has been adequately serviced with water.

2. SANITATION

The property has been adequately serviced with sanitation services.

3. EMERGENCY SERVICES

The subject site is currently and will continue to be served by the City of Greeley Police Department and the City of Greeley Fire Department. Fire Station #1 is located approximately 1.6 miles (6-minutes) south of the subject site.

4. PARKS / OPEN SPACES

Island Grove is a regional park.

5. SCHOOLS

No schools are proposed or located within the site. However, the nearest school, Billie Martinez Elementary School, is located an approximately three-quarter mile southwest of the subject site.

I. NEIGHBORHOOD IMPACTS

1. VISUAL

No visual impacts are anticipated with the rezone request. Any development plan application for the property would be reviewed for compliance with the City's Development Code requirements regarding visual impacts.

2. NOISE

No noise impacts are anticipated with the rezone request. Any potential noise created by future development will be regulated by the Municipal Code.

J. PUBLIC NOTICE AND COMMENT

Neighborhood notices were mailed to surrounding property owners on February 6, 2020, per Development Code requirements. A sign was posted on the site on February 14, 2020.

To date, no comments have been received.

K. MINERAL ESTATE OWNER NOTIFICATION

Mineral notice is not required for a rezone request.

L. PLANNING COMMISSION RECOMMENDED MOTION

Based on the application received and the preceding analysis, the Planning Commission finds that the proposed rezoning from Rezone from C-D (Conservation District) and I-L to I-L (Industrial-Low Intensity) Zone District meets Development Code Section 18.30.050(c)(3) a, b, d, e, f, and g; and therefore, recommends approval of the rezone to the City Council.

M. ATTACHMENTS

- Attachment A - Aerial Vicinity Map
- Attachment B - Existing Zoning Map
- Attachment C - Rezone Boundary
- Attachment D - Floodway Map

Island Grove Rezone - Aerial Vicinity Map



N 11th Ave

Livestock
Building

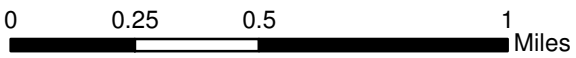
The
Stampede
Arena

Island
Grove
Park

Legend

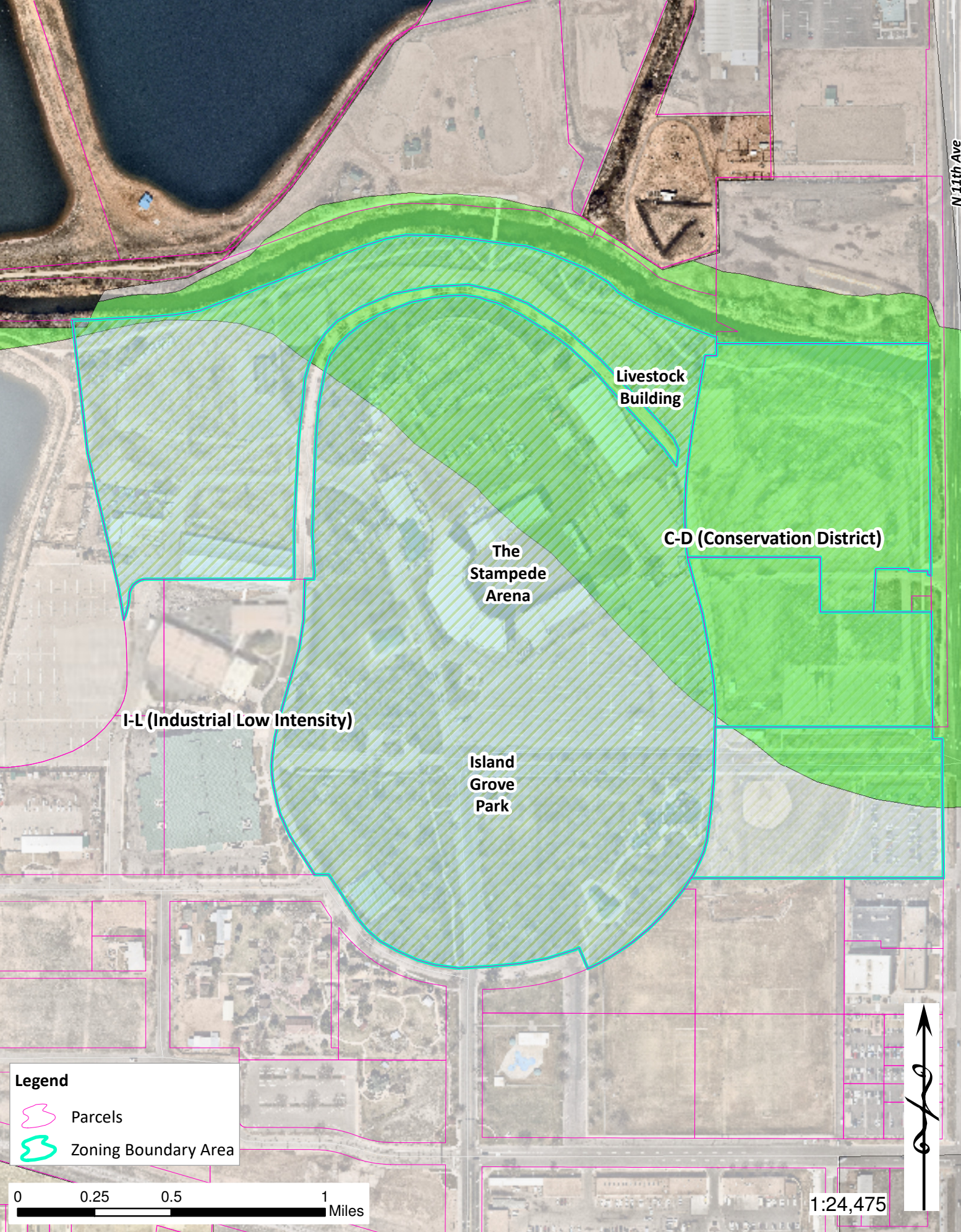
 Parcels

 Zoning Boundary Area



1:24,475

Island Grove Rezone - Existing Zoning Map



ISLAND GROVE REZONE BOUNDARY MAP
A PARCEL OF LAND BEING REZONED TO INDUSTRIAL LOW INTENSITY
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 6 NORTH,
AND THE NORTHEAST QUARTER OF SECTION 6, TOWNSHIP 5 NORTH BOTH OF THE
RANGE 65 WEST OF THE 6TH P.M., CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO

Zone I-L Property Description

Island Grove Rezone Description
I-L Zone (Industrial Low Intensity)

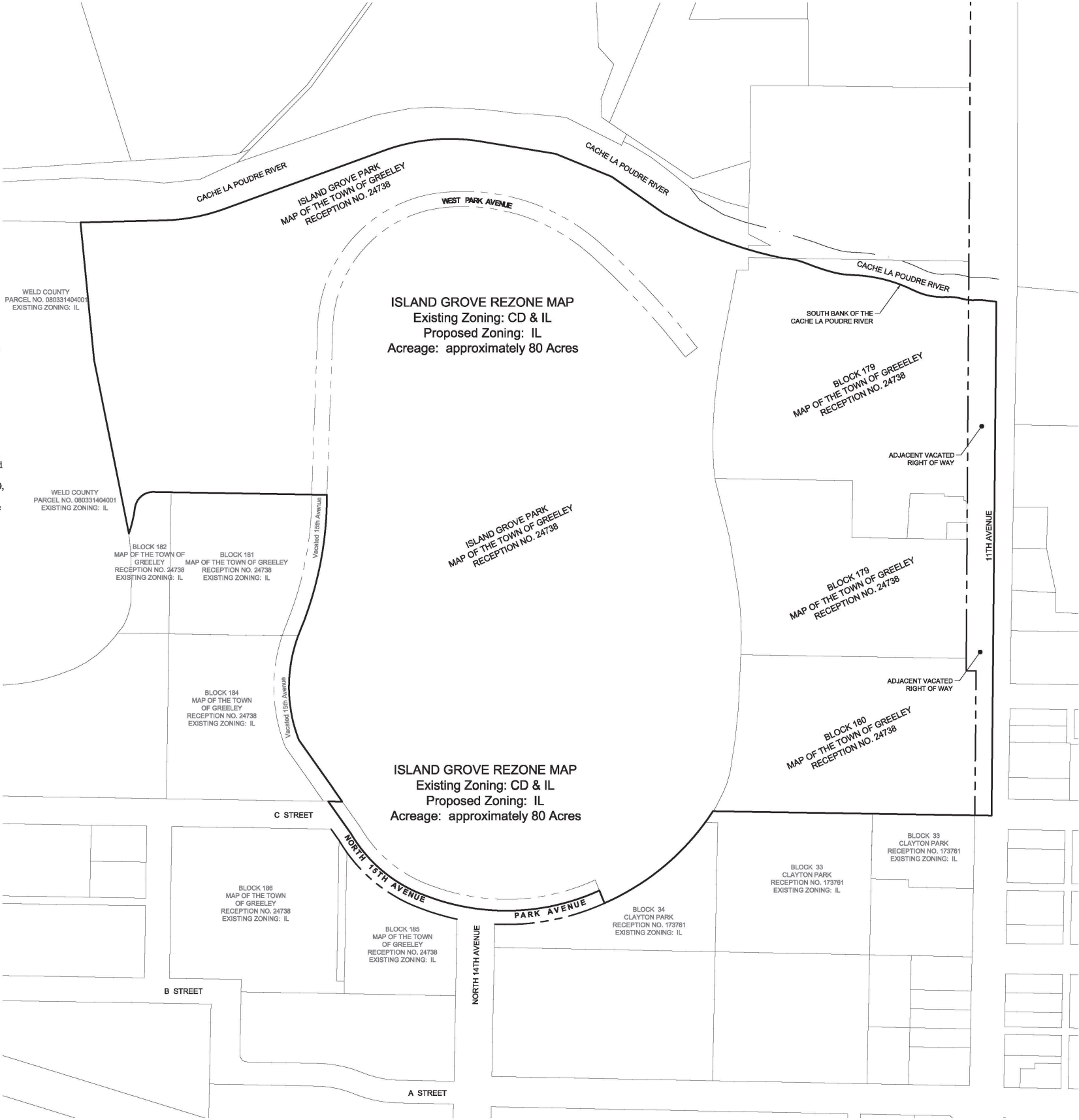
A parcel of land, currently owned by the City of Greeley and situate in the Southeast Quarter (SE1/4) of Section Thirty-one (31) Township Six North (T.6N.), Range Sixty-five West (R.65W.), and in the Northeast Quarter (NE1/4) of Section Six (6) Township Five (T.5N.), North, Range Sixty-five West (R.65W.), both of the Sixth Principal Meridian (6th. P.M.), City of Greeley, County of Weld, State of Colorado, more particularly described as follows:

Block 179, lying South of the South Bank of the Cache La Poudre River and Block 180 of the Map of the Town of Greeley recorded April 6th, 1887 as Reception 24738 of the Records of Weld County and any adjoining vacated road rights of way adjoining the same, the South Bounds of the Block 180 rezone area being the centerline of vacated "C" Street;

And together with all that portion of the West Half of the North 11th Avenue Right of Way, as based on the original subdivision center line, adjoining to herein described Blocks 179 and Block 180;

And also together with all that portion of Island Grove Park as indicated within the Map of the Town of Greeley recorded April 6th, 1887 as Reception 24738 of the Records of Weld County and inclusive of the West Park Avenue Right of Way, which is Bounded on the East by Blocks 179 and 180 and the vacated rights of way adjoining said Blocks 179 and 180, and Bounded on the Southeasterly side by Block 33 and Block 34 of the Clayton Park Subdivision recorded January 10, 1912 as Reception 173761 of the Records of Weld County and by the center line of Park Avenue, Bounded on the Southwesterly side by the center line of North 15th Avenue, and Bounded on the Westerly side by the vacated right of way of North 15th Avenue which adjoin to Blocks 181 and 184 of the Map of the Town of Greeley and by the northerly lines of Block 181 and Block 182 and the Easterly lines of that parcel of land indicated on the Weld County Assessors site as Parcel No. 080331404001, and Bounded on the Northerly side by the South Bank of the Cache La Poudre River.

Area of the Island Grove Rezone is approximately 80 acres.



Rezone Exhibit Map Note
Island Grove Rezone

This Exhibit Map is in no way to be construed as being a product of an actual boundary survey. No field work was performed nor was any actual boundary survey analysis and resolution included in the production of this exhibit map. At the direction of the City of Greeley, the land lines depicted herein and the acreage indicated are strictly based on the Weld County GIS department parcel mapping available online through the Weld County sites. This exhibit map should not be relied on for any boundary retracement efforts. It is simply a graphical depiction of an area being rezoned for zoning compliance.

PRELIMINARY

For and on behalf of Northern Engineering Services, Inc.
Steven A. Lund
Registered Professional Land Surveyor LS 34995

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

SECTION: 6 & 31	TOWNSHIP: 5 N & 6 N	RANGE: 65 W of the 6th PM
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N

E

NORTHERN
ENGINEERING

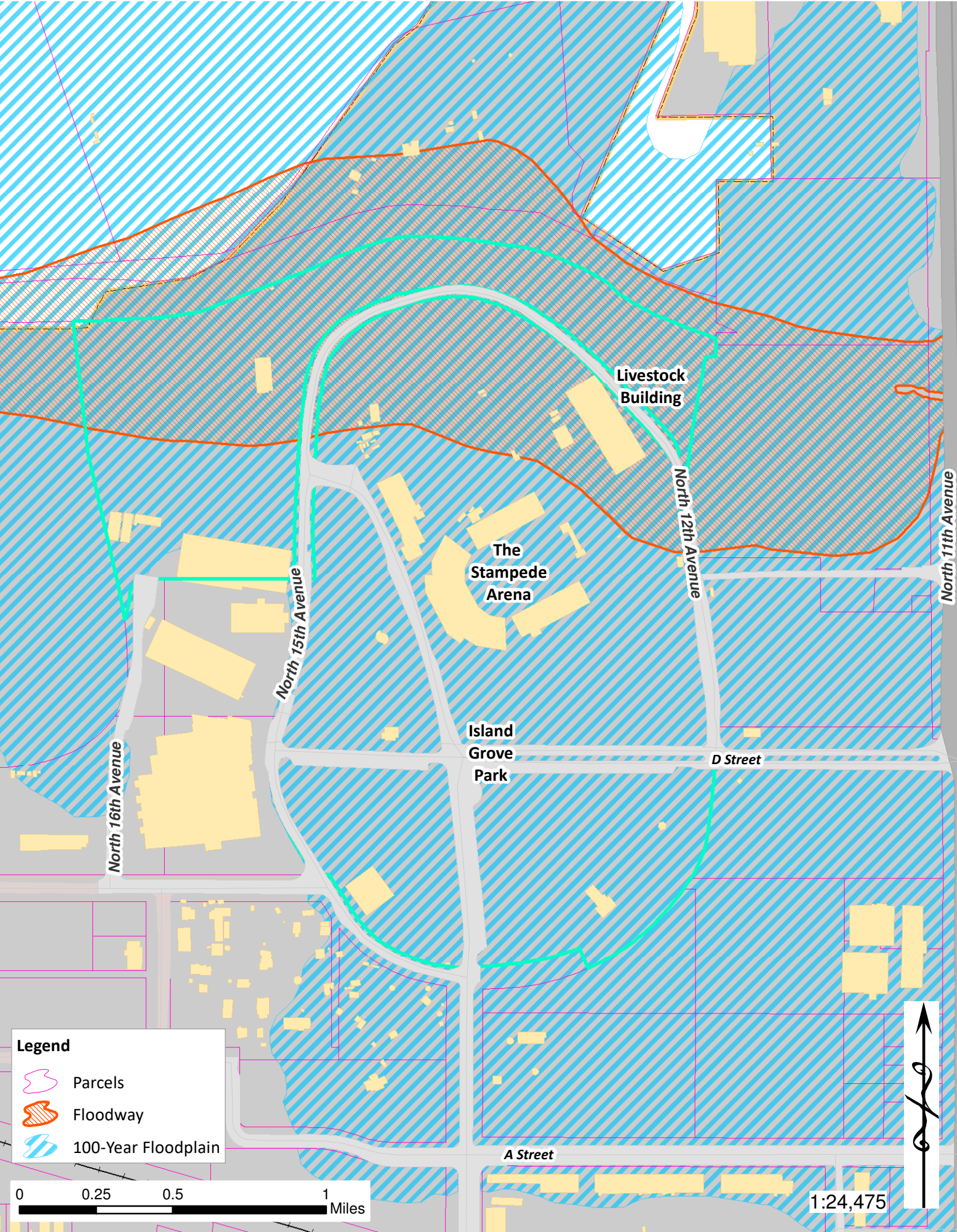
FORT COLLINS 301 North Hower Street, Suite 100, 80521
Greeley 1401 2nd Street, Suite 202

970.221.4158
northern@gnengineering.com

DATE: 10/29/2019 12/03/2019 rev	SCALE: 1" = 150'	REVIEWED BY: S. LUND
PROJECT: 1638-001	CLIENT:	DRAWN BY: S. LUND

ISLAND GROVE REZONE BOUNDARY MAP
MULTIPLE PARCELS
CITY OF GREELEY, STATE OF COLORADO

Island Grove Rezone - Floodway & Floodplain Map



Council Agenda Summary

March 3, 2020

Agenda Item Number 14

Title

Pulled Consent Agenda Items

Council Agenda Summary

March 3, 2020

Agenda Item Number 15

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786

Brittany Hathaway, Planner III, 970-350-9823

Title:

Public hearing and final reading of an ordinance to consider a change of zone from PUD (Planned Unit Development) to PUD (Planned Unit Development) changing the underlying land use designations for approximately 295 acres of property located north of US Highway 34 Business, east of 101st Avenue and west of 95th Avenue, known as the Lake Bluff Rezone, and changing the official zoning map to reflect the same

Summary:

The applicant, Jonah Weiss, on behalf of Otis C. Moore, III, is requesting a rezone of 294.635 acres of land from Planned Unit Development (PUD) to Planned Unit Development (PUD) with amended underlying land uses for the purpose of developing a mixed-use development consisting of residential, school, and commercial uses.

In 1985, a 1701-acre property was annexed into the City, known as the Golden Triangle Second Annexation (Ordinance 1:85), which included the subject property. The entire annexed area was zoned for a variety of approved land uses, including residential, commercial, industrial, recreation, and open space. In 1997 the 1701-acre Golden Triangle PUD was divided into six separate PUD tracts (PUD 11:97) while maintaining all of the underlying land uses. The subject site was included in the new Golden Triangle PUD #3.

In 2009 the first Lake Bluff Preliminary PUD (PUD 2:08) was approved by City Council and included approximately 793 acres of land allowing for up to 3,252 residential units on nearly 350 acres. Uses included 105 acres of commercial, a 27-acre middle school site, a 10-acre elementary school site, 57 acres of parks and open space, and a 33-acre industrial tract. However, the 2009 Preliminary PUD was not finalized through a Final PUD process and therefore expired. In 2013, a second Lake Bluff Preliminary PUD (PUD 8:13) was approved with a plan significantly the same as the 2009 approved plan, also on the larger 793 acres. This 2013 Preliminary PUD plan also did not go through a Final PUD process.

Since there has never been a Final PUD submitted for the property, the PUD has since expired. A new Preliminary and Final PUD to be submitted prior to any development activity.

The original Lake Bluff PUD has since been broken into four different ownership groups. The subject area for this proposal covers approximately one-third of the original Lake Bluff PUD. The applicant is working with adjacent property owners to the east and west to coordinate development, including roads and planning areas, to ensure a

thoughtful transition between developments. Future PUD applications for other ownerships will be required to follow a similar Preliminary and Final PUD process.

The Lake Bluff Metropolitan District was approved in September 2018 (MD2018-0001). Upon approval of a master plan, which this Preliminary PUD would fulfill, the Metropolitan District would be able to begin to issue debt for infrastructure improvements.

This application addresses the rezoning element of the PUD. The Planning Commission considered this request on February 11, 2020, and unanimously recommended approval to City Council. This ordinance was introduced at the February 18, 2020 Council meeting.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	Impacts were committed with the current zoning; proposed zoning has similar impacts.

Legal Issues:

Consideration of this matter is a quasi-judicial process which includes the following public hearing steps:

- 1) City staff presentation
- 2) Council questions of staff
- 3) Applicant presentation
- 4) Council questions of applicant
- 5) Public input (hearing opened, testimony - up to three minutes per person, hearing closed)
- 6) Rebuttal, if requested
- 7) Council discussion
- 8) Council decision

Other Issues and Considerations:

None noted.

Applicable Council Priority and Goal:

Consistency with Comprehensive Plan and Development Code standards.

Decision Options:

- 1) Adopt the ordinance as presented; or
- 2) Amend the ordinance and adopt as amended; or

- 3) Deny the ordinance; or
- 4) Continue consideration of the ordinance to a date certain.

Council's Recommended Action:

- A) A motion that, based on the application received and the preceding analysis, the proposed rezone from Planned Unit Development (PUD) to Planned Unit Development (PUD) meets Development Code Section 18.32.050(c)(3) a, b, e and g; and, therefore, the rezone is approved.
- B) A motion to adopt the map change and publish with reference to title only.

Attachments:

Ordinance (Map Change)

Planning Commission Minutes-Draft (February 11, 2020)

Planning Summary (Staff Report) – includes Rezoning and Preliminary Plan Documents

PowerPoint Presentation

CITY OF GREELEY, COLORADO

ORDINANCE NO. ____, 2020

CASE NO. ZON2020-0001

AN ORDINANCE CHANGING THE OFFICIAL ZONING MAP OF THE CITY OF GREELEY, COLORADO, FROM PUD (PLANNED UNIT DEVELOPMENT) TO PUD (PLANNED UNIT DEVELOPMENT) CHANGING THE UNDERLYING LAND USE DESIGNATIONS FOR APPROXIMATELY 295 ACRES LOCATED NORTH OF U.S. HIGHWAY 34 BUSINESS, EAST OF 101ST AVENUE AND WEST OF 95TH AVENUE

BE IT ORDAINED BY THE CITY COUNCIL OF GREELEY, COLORADO:

Section 1. The following described property located in the City of Greeley is hereby changed from the zoning district referred to as PUD (Planned Unit Development) to PUD (Planned Unit Development) in the City of Greeley, County of Weld, State of Colorado:

See attached legal description

Section 2. The boundaries of the pertinent zoning districts as shown on the official zoning map are hereby changed so as to accomplish the above-described zoning changes, and the Mayor and City Clerk are hereby authorized and directed to sign and attest an entry which shall be made on the official zoning map to reflect this change.

Section 3. This ordinance shall become effective five (5) days after its final publication as provided by the Greeley City Charter.

PASSED AND ADOPTED, SIGNED AND APPROVED THIS ____ DAY OF _____, 2020.

ATTEST:

THE CITY OF GREELEY

City Clerk

Mayor

Legal Description

A TRACT OF LAND SITUATED IN THE EAST HALF (E1/2) OF SECTION ONE (1), TOWNSHIP FIVE NORTH (T.5N), RANGE SIXTY-SEVEN WEST (R.67W), OF THE SIXTH PRINCIPAL MERIDIAN (6TH P.M.), CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SECTION 1 IN TOWNSHIP FIVE NORTH (T5N), RANGE SIXTY- SEVEN WEST (R67W), OF THE SIXTH PRINCIPAL MERIDIAN (6TH P.M.) AND ASSUMING THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 1 AS BEARING SOUTH 87°33'22" WEST A DISTANCE OF 2583.95 FEET AND WITH ALL BEARINGS HEREIN RELATIVE THERETO;
THENCE ON THE SOUTH LINE OF THE SOUTHEAST QUARTER (SE¼) OF SAID SECTION 1 SOUTH 87°33'22" WEST A DISTANCE OF 1216.95 FEET;
THENCE NORTH 26°36'20" WEST A DISTANCE OF 165.09 FEET TO THE WEST LINE OF THE EAST HALF (E½) OF THE SOUTHEAST QUARTER (SE¼) OF SAID SECTION 1;
THENCE ON SAID WEST LINE NORTH 00°22'27" EAST A DISTANCE OF 199.55 FEET TO THE MOST SOUTHEASTERLY CORNER OF SAID TRACT 1 OF JACKSON SUBDIVISION;

THENCE ON THE SOUTHERLY BOUNDARY OF SAID TRACT 1 THE FOLLOWING FOUR (4) COURSES;

1. SOUTH 87°32'32" WEST A DISTANCE OF 133.64 FEET;
2. NORTH 03°35'25" WEST A DISTANCE OF 43.50 FEET;
3. SOUTH 87°32'28" WEST A DISTANCE OF 705.52 FEET;
4. SOUTH 03°20'55" EAST A DISTANCE OF 347.26 FEET TO THE NORTHEAST CORNER OF A PARCEL DESCRIBED IN A DEED RECORDED AS RECEPTION NO. 3516969;

THENCE ON THE NORTH LINE OF SAID PARCEL SOUTH 89°51'20" WEST A DISTANCE OF 470.39 FEET TO THE WEST BOUNDARY OF SAID TRACT 1 OF JACKSON SUBDIVISION;

THENCE ON THE WEST AND NORTH BOUNDARY OF SAID TRACT 1 THE FOLLOWING FIVE (5) COURSES:

1. NORTH 01°41'15" EAST A DISTANCE OF 2694.74 FEET TO THE CENTER QUARTER CORNER OF SECTION 1;
2. NORTH 01°41'06" EAST A DISTANCE OF 2539.17 FEET;
3. NORTH 82°08'59" EAST A DISTANCE OF 959.07 FEET;
4. NORTH 04°44'18" EAST A DISTANCE OF 72.48 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER (NE¼) OF SAID SECTION 1;
5. SOUTH 87°19'51" EAST A DISTANCE OF 215.02 FEET ON THE NORTH LINE OF THE NORTHEAST QUARTER (NE¼) OF SAID SECTION 1 TO THE EAST SIXTEENTH CORNER OF SECTION 1, TOWNSHIP

5 NORTH (T5N) RANGE 67 WEST (R67W) AND SECTION 36, TOWNSHIP 6 NORTH (T6N) RANGE 67 WEST (R67W);

THENCE ON THE NORTH LINE OF THE NORTHEAST QUARTER (NE¼) OF SECTION 1 SOUTH 87°19'32" EAST A DISTANCE OF 1164.75 FEET TO THE NORTHEAST CORNER OF SECTION 1;

THENCE ON THE EAST LINE OF SECTION 1 FOR THE FOLLOWING TWO (2) COURSES:

1. SOUTH 00°58'44" EAST A DISTANCE OF 2663.07 FEET TO THE EAST QUARTER CORNER OF SECTION 1;
2. SOUTH 00°59'10" EAST A DISTANCE OF 2663.04 FEET TO THE POINT OF BEGINNING;



PLANNING COMMISSION Proceedings

February 11, 2020

**Council Chambers - City Center South
1001 11th Avenue
1:15 p.m.**

I. Call to Order

Vice-Chair Briscoe called the meeting to order at 1:15 p.m. Commissioners Schulte, Andersen, Modlin and Franzen were present. (Chair Yeater and Commissioner Romulo were absent.)

II. Approval of minutes for meeting held on January 14, 2020

Commissioner Andersen moved to approve minutes of the meeting held on January 14, 2020. Commissioner Franzen seconded the motion. The motioned carried 5-0. (Chair Yeater and Commissioner Romulo were absent.)

III. A public hearing to consider a request to rezone a 2.77-acre tract from R-M (Residential Medium Density) to R-H (Residential High Density)

Project Name: Regalado Rezone
Case No.: ZON2018-0014
Applicant: Mark Taylor
Location: 1913 5th Street
Presenter: Kira Stoller, Planner I

Kira Stoller addressed the Commission and noted the location of the site and rezone request for the purpose of redeveloping the site for multi-family housing. Ms. Stoller briefly provided background information about the site. She also shared information about parking and added that rezoning the site to Residential High Density zoning with a total of 50 dwelling units would result in an average of 330 vehicle trips per day. Ms. Stoller presented photographs and diagrams of the site.

Ms. Stoller described the criteria approval required for this proposal and advised that criteria has been met in accordance with the development code. She also stated that the rezone is consistent with the policies and goals of the City's Comprehensive Plan and complies with the applicable zoning overlay requirements. Ms. Stoller added that notices of the hearing were

IV. A public hearing to consider a request to rezone a 295-acre tract from PUD (Planned Unit Development) to PUD (Planned Unit Development)

Project Name: Lake Bluff Rezone
Case No.: ZON2020-0001
Applicant: Jonah Weiss of PCS Group Inc.
Location: North of US Highway 34 Business, east of 10th Street, west of 95th Avenue
Presenter: Brittany Hathaway, Planner III

V. A public hearing to consider a request for a Preliminary PUD (Planned Unit Development) for approximately 295 acres of property

Project Name: Lake Bluff PUD
Case No.: PUD2018-0010
Applicant: Jonah Weiss of PCS Group Inc.
Location: North of US Highway 34 Business, east of 10th Street, west of 95th Avenue
Presenter: Brittany Hathaway, Planner III

Brittany Hathaway addressed the Commission and requested approval to combine agenda items IV and V as both relate to the same parcel of property. She added that two motions would be required. Commissioner Andersen moved to approve the combined presentation. Commissioner Modlin seconded the motion. Motion passed 5-0. (Chair Yeater and Commissioner Romulo were absent.)

Ms. Hathaway stated that the proposal is for approval of a rezone from PUD (Planned Unit Development) to PUD (Planned Unit Development) and a Preliminary PUD Plan for approximately 295 acres of land to be known as the Lake Bluff PUD. She identified that the proposed Lake Bluff PUD would consist of a mix of residential and commercial uses with a proposed 10.9-acre Windsor School District elementary school site. She added that parks and trails are incorporated into the project to allow for pedestrian connectivity, outdoor activity, and public access to the Poudre Bluffs natural area. Ms. Hathaway advised that approximately 11.5 acres of land would be dedicated for parks and pocket parks, including 10.2 acres of programmable park area to be dedicated to the City of Greeley.

Ms. Hathaway stated that the applicant is proposing a mix of residential housing options including multi-family, attached single-family, detached single-family, and large lot detached homes and estate lots. She stated that as proposed, the number of residential units would range from 646 to 1,150 units at a maximum density of 10 units per acre. Commercial uses, including mixed-uses, would account for approximately 51 acres of land, which would be concentrated along US Highway 34 Business (10th Street) and 95th Avenue.

Ms. Hathaway stated that neighborhood notices were mailed to surrounding property owners on January 23, 2020 and that a sign was posted on January 29, 2020 pursuant to Development Code requirements. She noted that as of February 5, 2020, no written comments had been received. Ms. Hathaway also stated that required mineral rights notifications were mailed with the previous PUD applications and that the applicant also mailed a courtesy notice to mineral rights owners with this application. Ms. Hathaway stated that in reaching recommendations and decisions as to rezoning land to the PUD district, the Planning Commission and the City

Council should apply required standards in addition to the standards in the approval criteria of Section 18.30.050 applicable to the rezoning of land. Staff recommended approval.

Ms. Hathaway stated she met with Commissioner Modlin prior to the hearing to clarify questions regarding the proposal regarding vegetation and setbacks for development of the large lots. Ms. Hathaway stated that this would be evaluated during the permitting process and that the homeowners' association would govern the landscaping requirements for the new lots. Commissioner Schulte asked about the past issues regarding this proposal. Ms. Hathaway advised that the applicant would elaborate more during his presentation.

Otis Moore, 430 Williams Street, Denver, Colorado, addressed the Commission on behalf of the applicant and provided a PowerPoint presentation about the proposal. Mr. Moore stated that since the time of the original approval, the project has been broken down into four different ownership groups. He shared the growth projections of this area over the next five years. Mr. Moore added that the demands for housing are growing due to the rise in employment. Mr. Moore suggested that this proposal would encourage residents to adopt active and healthy lifestyles to improve their general health and wellbeing. He stated that this would promote opportunities to participate in fitness and recreation activities, and amenities such as trails and bike paths, that promote physical activity throughout the city.

Al Cunningham with PCS Group, 200 Kalamath Street, Denver, Colorado, addressed the Commission and shared information about the proposed site. Mr. Cunningham advised that one issue creating the delay in moving forward was due to the waterlines in this area. He added that the issues were now being resolved in the form of new water and sewer lines. Mr. Cunningham, stated that the applicant intends to finance many of the improvements for the development by means of a Metropolitan District. He stated that in order to provide services to the new Lake Bluff community, Metropolitan Districts have been formed for Lake Bluff and have been approved, awaiting conditional approval of this preliminary PUD. Once this PUD is approved, the Metropolitan Districts will have the ability to issue bonds and extend the infrastructure to this part of the City, opening up land for future development.

Commissioner Modlin asked about the correlation of this project with the surrounding redevelopment proposal. Mr. Moore had previously stated that correlation with other owners was occurring and they would all work together to better serve the community. Commissioner Schulte commented that he appreciated the mixed uses and asked what the site would offer to the community. Mr. Moore stated that the proposal is to maintain and enhance the character and inter-connectivity of Greeley's neighborhoods. He stated that walkability through the community would be a part of this proposal. Commissioner Modlin asked what types of sports would be available for the school and the entertainments for children. Mr. Cunningham clarified some of the park and recreational uses being proposed. Commissioner Briscoe asked for clarification regarding the Metropolitan District. Mr. Moore briefly explained what meant to Greeley.

Commissioner Briscoe opened the public hearing at 2:11 p.m. There being no public input, the hearing closed at 2:11 p.m.

Commissioner Franzen opened the discussion with comments about this proposal being something new to surrounding residents. Commissioner Modlin commented about the Metropolitan District and expressed his agreement with the proposal.

Commissioner Andersen moved that, based on the application received and the preceding analysis, the Planning Commission finds that the proposed rezoning from Planned Unit Development (PUD) to Planned Unit Development (PUD) meets Development Code Section 18.32.050(c)(3) a, b, e and g and therefore, recommend approval of the rezone to City Council. Commissioner Schulte seconded the motion. Motion carried 5-0. (Chair Yeater and Commissioner Romulo were absent.)

Commissioner Andersen moved that, based on the application received and the preceding analysis, the Planning Commission finds that the proposed Lake Bluff Preliminary PUD Plan meets Development Code Section 18.32.050(c)(3) a, b, e and g and Section 18.32.040(b) and therefore recommends approval to City Council. Commissioner Modlin seconded the motion. Motion carried 5-0. (Chair Yeater and Commissioner Romulo were absent.)

VI. Staff Report

Carol Kuhn, Chief Planner addressed the Commission on behalf of Brad Mueller with the staff report. She shared information about the Sunrise neighborhood kickoff meeting re-scheduled for April 9. She added that there would be a worksession for Sunrise neighborhood on April 14. Ms. Kuhn added that the training for oil and gas was canceled due to staffing, until further notice.

VII. Adjournment

The meeting adjourned at 2:18 p.m.

Erik Briscoe, Vice-Chair

Carol Kuhn, for Brad Mueller, Secretary

PLANNING COMMISSION SUMMARY

ITEMS: Preliminary PUD (Planned Unit Development)

FILE NUMBER: PUD2018-0010 & ZON2020-0001

PROJECT: Lake Bluff Preliminary PUD

LOCATION: North of US Highway 34 Business, east of 101st Avenue, and west of 95th Avenue.

APPLICANT: Jonah Weiss of PCS Group Inc. on behalf of Otis Moore of Greeley-Rothe LLC

CASE PLANNER: Brittany Hathaway, Planner III

PLANNING COMMISSION HEARING DATE: February 11, 2020

PLANNING COMMISSION FUNCTION:

The Planning Commission shall consider the staff report, along with testimony and comments made by the applicant and the public and shall then make a recommendation to the City Council regarding the application in the form of a finding based on the review criteria in Sections 18.30.050(c)(3) and 18.32.040(b) of the Development Code.

EXECUTIVE SUMMARY

The City of Greeley is considering a request from applicant Jonah Weiss of PCS Group Inc., on behalf of owner Otis Moore of Greeley-Rothe LLC, for a rezone and Preliminary PUD (Planned Unit Development) Plan for approximately 295 acres of property located north of US Highway 34 Business, east of 101st Avenue, and west of 95th Avenue.

A. REQUEST

The applicant is requesting approval of a rezone from PUD (Planned Unit Development) to PUD (Planned Unit Development) and a Preliminary PUD Plan for approximately 295 acres of land to be known as the Lake Bluff PUD (*see Attachment A*).

The proposed Lake Bluff PUD would consist of a mix of residential and commercial uses with a proposed 10.9 acre Windsor School District elementary school site. Parks and trails are incorporated into the project to allow for pedestrian connectivity, outdoor activity, and public access to the Poudre Bluffs natural area. Approximately 11.5 acres of land would be dedicated for

parks and pocket parks, including 10.2 acres of programmable park area to be dedicated to the City of Greeley.

The applicant would also dedicate 54.7 acres of bluff preservation open space to the City of Greeley. The adjacent residential lots would require a 50-foot setback to minimize ridgeline effects. An additional 50' trail easement and 25' stormwater easement would also be dedicated along the bluff preservation open space area. An exhibit and cross-section is found on Sheet 13 of the PUD document (*see Attachment D*).

The applicant proposes a mix of residential housing options including multi-family, attached single-family, detached single-family, and large lot detached homes and estate lots. As proposed, the number of residential units would range from 646-1,150 units at a maximum density of 10 units per acre. Commercial uses, including mixed-uses, would account for approximately 51 acres of land, which would be concentrated along US Highway 34 Business (10th Street) and 95th Avenue.

The Lake Bluff PUD proposes specific uses for each planning area alongside specific development standards. Lot standards as proposed would vary from the City of Greeley Standards, allowing for smaller lot sizes and cluster developments. Development Matrix's can be found on Sheet 8 of the PUD Document (*see Attachment D*). Reduced lot sizes proposed are supplemented by stricter residential development standards to ensure a cohesive environment. The PUD also emphasizes drought-tolerant and natural landscaping to ensure sustainable development.

B. STAFF RECOMMENDATION

Approval

C. LOCATION

Abutting Zoning/Land Use:

North: R-L & Weld County zoning: A AG

South: H-A & PUD (Original *expired* Lake Bluff PUD)

East: PUD (Original *expired* Lake Bluff PUD)

West: PUD (Original *expired* Lake Bluff PUD)

Site Characteristics:

The site is largely undeveloped agricultural land. Oil and gas operations are located on the eastern side of the project adjacent to 95th Avenue. These existing well locations will encumber future development in the southeastern planning areas until such time they are capped and abandoned. A natural bluff area, known as the Poudre Bluffs is located at the northern boundary of the property.

Surrounding Land Uses:

North: Agricultural and a large lot single family residence.

South: Single-Family Residential and Agricultural. Promontory PUD (residential and commercial uses) is also located to the southwest of the project.

East: Agricultural

West: Agricultural

D. BACKGROUND

In 1985 a 1,701 acre property was annexed into the City, known as the Golden Triangle Second Annexation (Ordinance 1:85), which included the subject property. The entire annexed area was zoned PUD with a Conceptual PUD for a variety of approved land uses including residential, commercial, industrial, recreation, and open space uses.

In 1997, an application was approved to divide the 1,701 acre Golden Triangle PUD into six separate PUD tracts (PUD 11:97) while maintaining all of the underlying land uses. This allowed for a more logical grouping of parcels within the PUD and more streamlined processing of final PUD requests. The subject site was included in the Golden Triangle PUD #3.

In 2009, the first Lake Bluff Preliminary PUD (PUD 2:08) was approved by City Council. As approved, the proposal included approximately 793 acres of land allowing for up to 3,252 residential units on 347.3 acres, 105.7 acres of commercial, a 27.3 acre middle school site, a 9.9 acre elementary school site, 57.1 acres of parks and open space, 32.9 acre industrial tract. 70.9 acres of right-of-ways and 41.9 acres of existing oil and gas infrastructure areas. The 2009 Preliminary PUD was not finalized through a Final PUD process and therefore expired. In 2013, a second Lake Bluff Preliminary PUD (PUD 8:13) was approved with a plan significantly the same as the 2009 approved plan. This 2013 Preliminary PUD Plan also did not go through a Final PUD process.

In spite of several Preliminary PUDs approved for this site, none went through a Final PUD process, therefore the PUD has since expired. Per Section 18.32.110, the City may leave property with an expired PUD, requiring a new Preliminary and Final PUD to be submitted prior to any development activity.

The original Lake Bluff PUD has since been broken into four different ownership groups. The subject area for this proposal covers approximately one-third of the original Lake Bluff PUD. The applicant is working with the adjacent property owners to the east and west to coordinate development, including roads and planning areas to ensure a well-thought transition between

developments. Future PUD applications will be required to follow a similar Preliminary and Final PUD process.

The Lake Bluff Metropolitan district was approved in September 2018 (MD2018-0001). Upon approval of a master plan, which this Preliminary PUD would provide, the Metro District would be able to begin to issue debt for infrastructure improvements. The metro district was needed in order to undertake the planning, design, acquisition, construction and financing of public improvements, including external infrastructure. *(See Item G – Services)*.

E. APPROVAL CRITERIA

In reaching recommendations and decisions as to rezoning land to the PUD district, the Planning Commission and the City Council shall apply the following standards in addition to the standards and procedures of Section 18.30.050 applicable to the rezoning of land:

a. Has the area changed, or is it changing to such a degree that it is in the public interest to rezone the subject property to encourage development or redevelopment of the area?

Staff Comment: The subject property has been utilized for agricultural uses and oil and gas exploration. Iterations of the Lake Bluff Preliminary PUD have been approved in 2009 and 2013, however they were not finalized and have since expired.

The immediate area has changed significantly since the Golden Triangle Conceptual PUD was approved in 1985. The land uses in the nearby Promontory PUD development, as approved, are predominately commercial and residential land uses, and residential development is still ongoing.

The proposed Lake Bluff PUD would offer additional commercial and residential uses in the western portion of Greeley. In addition, a transportation node is proposed at the corner of US 34 Business and 95th Avenue, which would benefit the area residents.

The proposed request complies with this criterion.

b. Has the existing zoning been in place for at least fifteen (15) years without substantial development resulting and does the existing zoning appear to be obsolete, given development trends?

Staff Comment: The existing PUD zoning has been in place since 2013. Given that the Lake Bluff Preliminary PUD Plan has expired, the zoning would be considered obsolete.

The request complies with this criterion.

c. Are there clerical or technical errors to correct?

Staff Comment: There are no clerical or technical errors to correct.

This criterion is not applicable.

d. Are there detrimental environmental conditions, such as flood plains, presence of irrigation ditches, inadequate drainage, slopes, unstable soils, etc., that may affect future development of this site and which may not have been considered during the original zoning of the property?

Staff Comment: The applicant has identified areas within the site that are impacted by significant slopes and the existing oil and gas facilities that would impact development.

Staff is unaware of any other environmental impacts on the property that were not also considered during the original zoning of the property.

This criterion is not applicable.

e. Is the proposed rezoning necessary in order to provide land for a community related use which was not anticipated at the time of adoption of the City's Comprehensive Plan; or have the policies of the City changed to the extent that a rezoning is warranted?

Staff Comment: The City's Comprehensive Plan has been updated since the last PUD zoning for this site in 2013. This PUD proposes a variety of residential housing options, including opportunities for commercial and mixed-uses to support existing and future residents in the area. In order to accomplish a mixed use development, the developer is proposing complete neighborhood offerings, of which are supported by the City's current Comprehensive Plan, the Preliminary PUD as proposed is appropriate to accommodate such a development.

The proposal complies with this criterion.

f. What is the potential impact of the proposed rezoning upon the immediate neighborhood and the City as a whole (including potential noise and environmental impacts, visual impacts, the provision of City services such as police, fire, water, sewer, street and pedestrian systems and parks and recreation facilities)?

Staff Comment: The proposed PUD would have a greater impact on city services upon development of the site.

As part of the overall Lake Bluff development, 95th and 101st Avenue would need to be improved and/or realigned. Additionally, 4th Street would be extended through the development. There are currently no water lines to the site; the water lines would have to be extended from Promontory Parkway along 10th Street. Sewer services would have to be extended from the northeast as well from 83rd Avenue and County Road 82 via the Poudre Trunk Line along 95th Avenue. Drainage, water, and sewer would be addressed at time of subdivision.

Impact to the City as a whole may include noise and other impacts, such as impacts to Police and Fire due to an increased residential population and commercial centers.

The PUD proposes to provide parks and trail systems to support the development and provide public connectivity through safe and well-planned means. All impacts and improvements would be addressed at time of platting.

g. Is there clear and convincing evidence that the proposed rezoning will be consistent with the policies and goals of the City's Comprehensive Plan and comply with applicable zoning overlay requirements?

Staff Comment: The subject property was reviewed against the policies regarding zoning overlay requirements. This criterion is similar to specific criteria governing the Preliminary PUD (detailed below). The proposal generally complies with the City's Comprehensive Plan.

The proposal complies with this criterion.

h. What is the potential impact of the proposed rezoning upon an approved zoning suitability plan for the property?

Staff Comment: The Lake Bluff PUD Preliminary Plan adopted in 2013 has expired. Therefore, the associated zoning suitability plan is no longer valid. As such, there is not an approved zoning suitability plan for the property.

This criterion is not applicable.

Standards for PUD establishment:

In reaching recommendations and decisions as to rezoning land to the PUD district, the Planning Commission and the City Council shall apply the following standards in addition to the standards and procedures of Section 18.30.050 applicable to the rezoning of land:

Area Requirements. *The area of a proposed PUD shall be of substantial size to permit its design and development as a cohesive unit fulfilling the stated purpose of these regulations and to*

establish the PUD as a meaningful part of the larger community. Each proposed PUD shall therefore be evaluated as to its adequacy in size with respect to both the nature and character of its internal design and to its specific location within the City. The minimum size of a PUD to be considered for establishment shall be two (2) acres.

Staff Comment: The proposal meets this requirement. The area of the proposed PUD is approximately 295 acres.

Consistency with the Land Use Chapter of the Comprehensive Plan. *A PUD proposal shall be found to be consistent with all applicable elements of the Land Use Chapter of the City's adopted Comprehensive Plan with respect to its proposed internal design and use and its relationship to adjacent areas and the City as a whole before it may be zoned as a PUD.*

- The following Comprehensive Plan goals are met with this PUD proposal:
 - o ED-1: Promote a healthy, progressive, and competitive local economy.
 - Proposal provides future employment and tax base opportunities while proposing commercial development to benefit residents of west Greeley.
 - o EH-2: Integrate healthy living into community planning and development.
 - Proposal provides a trail system that would connect the community to area parks, open space, and a school site. The trail network will also provide for pedestrian walkability to commercial areas, encouraging an active lifestyle. Additionally, there is a planned transit stop at 10th Street and 95th Avenue to be located near the higher density development area within the project.
 - o EH-4: Support and collaborate with the City's school districts.
 - Although the City does not have a cash-in-lieu requirement for school land dedication, the applicant has worked with the Windsor, WE-4 School District to ensure their needs are being met with the future dedicated school site. The proposed school site is also located near the population it is planned to serve and near parks and amenities, such as the Bluffs Open Space. Proposed streets within the development would provide detached sidewalks and bike lanes to provide safer access to the proposed school.
 - o GC-1: Manage growth effectively.
 - The transition to parks and open lands are considered with the Preliminary PUD proposal. Larger lots are offered adjacent to the natural areas and trails which would also provide increased setbacks to mitigate negative impacts.
 - o CG-2: Promote a balanced mix and distribution of land uses.
 - The proposed PUD offers a mix of residential, commercial, and mixed-uses with a cohesive transition between these areas. Commercial offerings would also provide for employment opportunities and housing balance.

- o CG06: Maintain and enhance the character and inter-connectivity of Greeley's neighborhoods.
 - Lake Bluff is envisioned as a complete neighborhood, offering a mix of uses and multi-modal connectivity while incorporating a high level of design criteria and sustainable development.
- o HO-2: Encourage a broad diversity of housing options.
 - Lake Bluff would provide a variety of housing types including multi-family, single family detached, single family attached, and large lot development for high-end housing.
- o NR-1: Protect, conserve, maintain, and improve the quality and quantity of water available to Greeley.
 - This objective is met through the PUD's sustainable landscape standards which encourages drought-tolerant trees and plants, natural grasses, and responsible use of turf. The PUD is proposing to also use non-potable water for park and open space irrigation.

F. PHYSICAL SITE CHARACTERISTICS

HAZARDS

The applicant has identified areas within the site that are impacted by significant slopes and existing oil and gas facilities, which may impact development. Setbacks have been identified with this Preliminary PUD to protect sensitive bluff areas. These setbacks would be included on subsequent plats. Staff is unaware of any other hazards on the property.

WILDLIFE

The areas near and within the Poudre Bluffs are identified for moderate impacts to wildlife. To protect the existing habitat, the applicant intends to protect these sensitive areas by dedicating open space and requiring large building setbacks adjacent to the bluff area.

In accordance with Section 18.48.050(b) of the City's Development Code, a biologist's report will be required to be submitted for any development that may occur near the impacted areas.

FLOODPLAIN

The property is not located within the 100-year floodplain, according to the adopted Federal Emergency Management Administration (FEMA) flood data.

DRAINAGE AND EROSION

Increases in stormwater flows from development would be addressed with on-site and off-site detention ponds, which would be designed to limit runoff to historical flows. Another effort to minimize stormwater runoff would be to limit the amount of non-pervious surface, through best management practices.

Erosion control devices would be designed by the developer and reviewed by the City at time of construction to ensure that best management practices as utilized as the project progress.

TRANSPORTATION

The subject property has frontage on 10th Street (US 34 Business), 95th Avenue and 101st Avenue. Direct access to the development is proposed from 95th Avenue and along future 101st Avenue, and also along the 4th Street roadway extension. All future roadways within the development would be required to comply with standards set forth in the 2035 Comprehensive Transportation Plan.

Access permits from the Colorado Department of Transportation (CDOT) would be required as traffic volumes are expected to exceed a 20% increase at build out of this project (projected 2027). Turn lane and signal improvements to the intersection of 10th Street and 95th Avenue, may be warranted when development reaches 25% build out.

Turn lanes may also be required at the intersections of 10th Street and 101st Avenue in order to meet CDOT standards at build out. All roadway improvements would be determined at time of development and will be routed to the appropriate agencies for review and comment.

Further subdivision of the property would require the dedication of public rights-of-way as necessary to support the development. Roadway upgrades, extensions and realignments are also anticipated as part of the future development of the site.

The City of Greeley Traffic Engineer has reviewed the Traffic Study and has no significant concerns at this point. Further traffic analysis would occur at time of subdivision.

G. SERVICES

WATER

The City of Greeley provides water services to the area. Water lines would be extended from Promontory Parkway via 10th Street. Water provisions within the development would be reviewed at time of subdivision.

SANITATION

The City of Greeley would provide sanitary services to the area. Sewer services would be provided via the future Poudre Trunk Line from the northeast along 95th Avenue. Sanitary Sewer would be also reviewed at time of subdivision.

EMERGENCY SERVICES

The property is served by the City of Greeley's Police and Fire Departments. Fire Station #7 is located along 10th Street, approximately 2.3 miles east of Lake Bluff.

Fire Station #6 is currently under construction, located at the intersection of US Highway 34 Bypass and Promontory Parkway, approximately 1.5 miles south of Lake Bluff.

PARKS AND OPEN SPACES

The proposal includes 11.5 acres to be dedicated for parks and pocket parks, including 10.2 acres of programmable park area to be dedicated to the City of Greeley.

The applicant would also dedicate 54.7 acres of bluff preservation open space to the City of Greeley for public use.

SCHOOLS

The subject property is located within the Windsor-Severance (WE-4) School District. The applicants are in ongoing discussions with the School District and would dedicate a 10.9-acre elementary school site to serve the area.

The new school site would not only provide neighborhood schools for the residents of the Lake Bluff development, but also for the residents of the City that are currently within the boundary of the WE-4 School District.

METROPOLITAN DISTRICT

The applicant intends to finance many of the on- and off-site improvements for the development by means of a Metropolitan District. This district has been approved and is awaiting approval of this Preliminary PUD to begin infrastructure development.

H. NEIGHBORHOOD IMPACTS

VISUAL

Visual impacts will be reviewed for at time of subdivision against landscape and buffer requirements set forth in Code. Visual impacts resulting from residential development along the Poudre Bluffs would be mitigated through significant setbacks to ensure any ridgeline effects are avoided.

NOISE

Any potential noise created by future development will be regulated by the Municipal Code.

I. PUBLIC NOTICE AND COMMENT

Neighborhood notices for this meeting were mailed to surrounding property owners on January 23, 2020 per Development Code requirements. A sign was also posted on the site on January 29, 2020. As of February 5, 2020 no written comments have been received.

Required mineral rights notifications were mailed with the previous PUD applications, however the applicant mailed a courtesy notice to mineral rights owners with this application.

J. PLANNING COMMISSION RECOMMENDED MOTIONS

1. Based on the application received and the preceding analysis, the Planning Commission finds that the proposed rezoning from Planned Unit Development (PUD) to Planned Unit Development (PUD) meets Development Code Section 18.32.050(c)(3) a, b, e and g and therefore, recommend approval of the rezone to City Council.

2. Based on the application received and the preceding analysis, the Planning Commission finds that the proposed Lake Bluff Preliminary PUD Plan meets Development Code Section 18.32.050(c)(3) a, b, e and g and Section 18.32.040(b) and therefore recommends approval to City Council.

ATTACHMENTS

Attachment A – Zoning/Vicinity Map

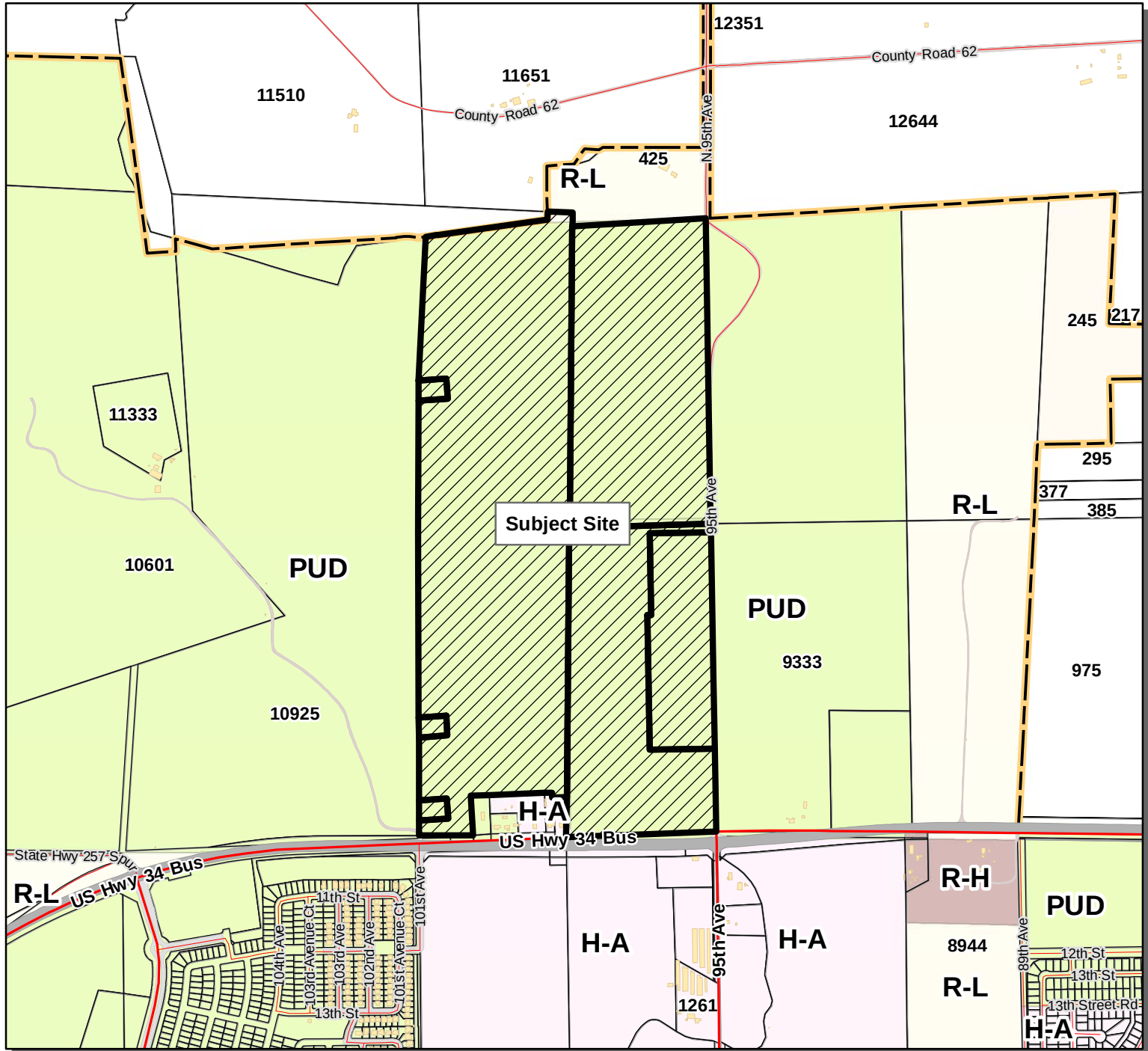
Attachment B – Project Narrative

Attachment C – Boundary Map

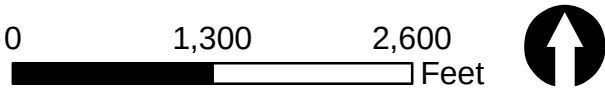
Attachment D – PUD Document

Zoning/Vicinity Map

Lake Bluff Preliminary PUD



PUD2018-0010 & ZON2020-0001



Lake Bluff

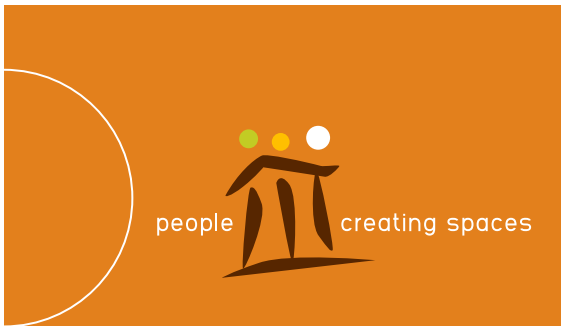
Greeley, Colorado

Project Narrative

December 2019



pcs group inc. www.pcsgroupco.com



December 3, 2019

Ms. Brittany Hathaway
City of Greeley Community Development Department
Planning and Zoning
1100 10th Street, 2nd Floor
Greeley, CO, 80631

Re: Lake Bluff PUD Application

Dear Brittany,

The Lake Bluff Preliminary Planned Unit Development Plan provides land use regulations and standards for the design and development of the community comprising approximately 298 acres. The community is generally situated north of 10th Street (Hwy. 34 Bypass) with 95th Ave. running north along the Eastern edge of the community. This Lake Bluff PUD replaces the original PUD that was most recently approved in 2013.

Since the time of the original approval, the project property has been broken into four different ownership groups. As discussed with staff this PUD covers approximately one third of the property that the original PUD encompassed and is owned by one owner, Westside Investment Partners / Greeley Rothe, LLC. Westside has worked with the landowners to the east and west to coordinate road connections and zoning so that when those landowners proceed through the PUD process on their parcels, connections for roads and infrastructure as well as zoning transitions should be seamless.

As you will see when you review our application, it is very much in keeping with the underlying plan from the original PUD for Westside's portion of Lake Bluff. We are still transitioning densities as before and we are keeping the elementary school on our site. Similarly, we are still proposing to preserve the Bluffs given the regional importance of this asset, and the City's interest in acquiring it. We are also still maintaining a proposed neighborhood park north of the 4th Street extension, but we are also providing a neighborhood park south of 4th Street as requested by City staff.

As we previously discussed with Staff, the compilation of different PUDs will be reviewed in the context of the original Lake Bluff PUD, especially from the perspective of the integration of schools, parks and open space. While we can't speak for the desires or intentions of the other ownership groups, we believe that this proposed plan is in keeping with the intent of the original PUD, and we would ask that it be judged on its own merit in that regard.

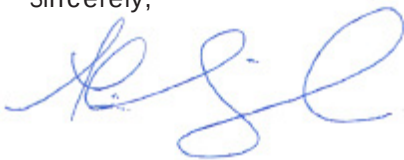
In getting to this submittal, we also discussed the use of the Lake Bluff name with adjacent owners and it was deemed acceptable for Westside Investment Partners to use the Lake Bluff name for this development, as our adjacent owners will be selecting new names for their projects when they come forward.

In order to provide services to the new Lake Bluff community, Metro Districts have been formed for Lake Bluff and have been approved, awaiting conditional approval of this preliminary PUD. Once this PUD is approved it will facilitate the ability for the Metro District(s) to issues bonds, and in turn, the extension of infrastructure to this part of the City which will not only benefit Lake Bluff, but the City as a whole, because it will open up much more land for development.

The pages below in this narrative include the Comprehensive Plan Compliance breakdown and also identify the variances that exist between this PUD and the City of Greeley Municipal Code.

Thank you in advance for your time and consideration of this PUD application, it is greatly appreciated.

Sincerely,



Alan Cunningham, RLA
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al@pcsgroupco.com

Imagine Greeley - Comprehensive Plan Compliance with Lake Bluff

03. GOALS & OBJECTIVES

ECONOMIC HEALTH & DIVERSIFICATION

Goal ED-1: Promote a healthy, progressive, and competitive local economy.

Objective ED-1.2 Tax Base

Encourage a growing tax base that supports the well-being of the community, essential governmental services, and a high quality of life.

The addition of mixed use commercial along both 10th Street and 4th Street allows for an increase in sales tax revenue and convenient retail shopping for members of the community, as well as others in West Greeley.

Objective ED-1.4 Economic Diversification

Diversify the City's employment base to assure stability in times of economic change.

The mixed use commercial along 10th Street and 4th Street allows for increased job opportunities along these important corridors, which will inevitably help to diversify the City's employment base once developed.

EDUCATION, HEALTH, AND HUMAN SERVICES

Goal EH-2: Integrate healthy living into community planning and development.

Objective EH-2.3 Active Living

Encourage residents to adopt active and healthy lifestyles to improve their general health and well-being. Promote opportunities to participate in fitness and recreation activities, and provide amenities, such as trails and bike paths, that promote physical activity throughout the city.

The Lake Bluff community will provide a connected and integrated system of trails and walks to promote health and well-being. This includes a trail system that connects the community and school site to the Bluffs Preservation Area, as well as to parks located within the community, promoting an active lifestyle for our residents.

Objective EH-2.4 Land Use

Promote land use decisions that support walkability and improve access to basic needs, such as neighborhood markets or grocery stores, parks and natural areas, as well as medical and personal services. Support access to goods and services that support health and wellness in all neighborhoods.

The integrated trail network and the addition of mixed use commercial along 10th Street and 4th Street allows for community members to walk to potential services. Additionally the trail network connects with parks and the open space around the bluffs allowing community members and visitors access to a large open space area, and to future regional trail connections.

Objective EH-2.5 Walkability & Bikability

Plan and design neighborhoods so that employment, schools, shopping, parks, transit stops, and other facilities are within a 10 minute safe walk of housing wherever feasible.

The centrally located school allows for easy access for members of the community to walk or bike to. Parks are located throughout the community to ensure a safe 10 minute walk from homes in the community. Employment and shopping centers will be located within the community along 10th and 4th streets. There is also a proposed transit stop located along 10th Street. While this transit stop is located farther then a 10 min walk from some of the community it is located near the proposed multi-family housing providing transit options for residents who lack a vehicle.

Objective EH-2.6 Built Environment

Encourage the construction of built environments that support health and active living, such as mixed-use centers, corridors, and neighborhoods that support walkability, providing safe options for active transportation, and considering the safety and comfort of all users when designing streets, parks, and other public spaces.

The streets for the community will all have sidewalks, and in many instances off street trails are being provided to help improve connectivity to parks, schools, and mixed-use commercial areas, all helping to promote walkability at Lake Bluff.

Goal EH-4: Support and collaborate with the city's school districts.

Objective EH-4.1 Impacts of New Development

Continue to refer proposed residential developments to the school districts for their review and encourage them to comment on the development's expected impacts on area schools. When necessary, work with the school districts and developers of residential projects to set aside sites for schools needed to serve their developments.

We have worked closely with the Windsor School district to provide a well located and accessible 10 AC parcel for the construction of a future elementary school.

Objective EH-4.2 School Siting

Collaborate with the school districts in developing long-range school siting plans. Encourage new schools on sites that are:

- Located near the populations they are intended to serve;
- Co-located with or near existing facilities and amenities that provide opportunities for shared use and capital improvements, such as City parks;
- Separated from potential land use hazards or nuisances;
- Served by transportation options (e.g., roadways, transit, bike paths and sidewalks) that provide safe access to and from school; and
- Sites so as to minimize impacts on the surrounding neighborhood or area and existing transportation network.

We have worked closely with the Windsor School district to provide a 10 AC parcel for the construction of an elementary school. The school is centrally located in the community and near our higher density residential areas, providing convenient access for a majority of our residents. Additionally, the site is well served by the vehicular roadway network, and sidewalks and off street trail connections are proposed to a nearby neighborhood park, and beyond to the rest of the community.

Objective EH-4.3 Land Use and Zoning Changes

Discourage land use changes, zoning changes, and/or new developments that will negatively impact the safety of students while attending school, travelling to and from a school, or diminish residential population in areas that are served by a neighborhood school.

The school site is located interior to the property and surrounded by proposed residential properties that will utilize the school. As mentioned, multi-modal connectivity will also occur to this school site for increased student safety.

Objective EH-4.4 Safe Routes to School

Support ways for students to safely travel to and from school along well-planned and improved routes, and, as necessary, with the support of school crossing guards. Ensure that new residential developments incorporate facilities and/or design elements that support safe walking and bicycle routes for students. Partner with parents, school administration, the Police Department, and others to implement education and encouragement programs to promote safe walking and biking.

The proposed streets will all have detached sidewalks and the collector and arterial roads will have dedicated bike lanes, helping to ensure safe access to the proposed school. Additionally, the sidewalk and off street trail system has been designed to provide connectivity and numerous safe options for students to get to school.

GROWTH & CITY FORM

Goal GC-1: Manage growth effectively.

Objective GC-1.6 Transitions to Parks and Open Lands

Ensure that new development abutting land that is intended to remain undeveloped, such as parks, open lands, environmentally sensitive areas, and agricultural land with conservation easements, provides for transitions in uses and intensity that mitigate impacts on these adjacent areas.

The proposed development along the environmentally sensitive bluff area will be on larger lots that allow for transitions into the open space along the bluff areas. We have coordinated with Natural Areas and Trails on this interface, to provide desired buffering and setbacks from the Bluffs. This will help to mitigate negative impacts to the bluff area from the adjacent development.

Goal GC-2: Promote a balanced mix and distribution of land uses.

Objective GC-2.2 Jobs/Housing Balance

Support zoning and development patterns that expand opportunities for people who live in Greeley to also work in Greeley (or vice versa).

The proposed plan includes both Mixed Use Commercial Low and Commercial High zoning along 10th Street and 95th Ave to expand employment opportunities in west Greeley for residents in Lake Bluff and the surrounding neighborhoods.

Objective GC-2.3 Pedestrian and Bicycle-Oriented Development

Encourage a development pattern that encourages walking and bicycling whenever possible—by locating employment, shopping, recreation, entertainment, transit, and other services within a quarter-mile of residential areas.

The mixed use commercial along 10th Street and 4th Street allows for community members to walk or bike to potential services, employment, and shopping. Additionally, a transit stop along 10th Street provides convenient access to members of the community as well.

Objective GC-2.4 Mixed-Use and Transit-Supportive Development

Promote horizontal and vertical mixed-use development that integrates a variety of housing, commercial, employment, and recreational uses particularly in centers and along corridors identified on the Land Use Guidance map.

The Lake Bluff development standards are set up to promote a variety of housing types in proximity to commercial, employment and recreational uses. This will occur mostly in a horizontal mixed use development pattern, although the heights allowed in the non-residential standards will accommodate vertical mixed use as well if the market conditions desire it in this area.

Objective GC-2.5 Neighborhood Centers

Promote neighborhood centers—small-scale retail areas providing basic commercial goods and services—to locate within a walkable distance of residences, usually a quarter-mile or less.

The proposed mixed use commercial along 4th Street will likely provide small scale retail services, with many of the proposed residents within a quarter-mile or less. While the commercial along 10th Street will likely be larger in scale to serve a broader part of the region, it will also be walkable from the higher density residential parts of the community that are located adjacent to it.

Goal GC-3: Promote new development, infrastructure investments, and public improvements that enhance the character of the community.

Objective GC-3.1 Community Character

Work with residents, businesses, and property owners to define and identify desirable characteristics of their neighborhoods or areas of the city to create neighborhood and special area plans. Reflect the community's

character through the design of new developments, streetscapes, public art, landscaping, and related features.

While we are not creating a special area plan, the property owner of Lake Bluff is working closely with City staff to respond to the special character of the Bluffs preservation portion of the property to ensure that it is properly integrated within the community.

Objective GC-3.4 Tree City

Reinforce the community's image as a "Tree City" by promoting the establishment and maintenance of tree-lined travel corridors throughout the community, taking into consideration water use, conservation strategies, and the natural environment.

We will require the use of detached walks and street trees throughout the community to help reinforce this concept.

Goal GC-6: Maintain and enhance the character and inter-connectivity of Greeley's neighborhoods.

Objective GC-6.1 Complete Neighborhoods

Foster the development of "Complete Neighborhoods" that exhibit the following characteristics:

- Contain a variety of attributes that contribute to a resident's day-to-day living (residential, commercial, employment, mixed uses);
- Foster multi-modal connectivity (pedestrians, bicyclists, transit, drivers);
- Incorporate architectural features that are visually interesting and add to a cohesive identity, both internally and as a transition to other adjacent neighborhoods;
- Uses and design foster inclusivity through opportunities for social activities and interaction;
- Promotes community involvement and maintains a secure environment;
- Promote sustainable development practices;
- Have a memorable character or sense of place, conveyed through urban design as well as the features associated with neighborhood common areas and public spaces; and
- Integrates, where possible, small-scale retail or services.

Lake Bluff is being envisioned and designed as a complete neighborhood as defined in this objective. We have included a mix of zone districts within the plans to create a mixed use community with residential, commercial and employment uses. We are also including multi-modal connectivity throughout the community to promote an active and healthy, pedestrian oriented lifestyle within Lake Bluff. Architectural standards are also being included in the PUD to ensure a commitment to quality development and a cohesive identity throughout the community.

Objective GC-6.2 Neighborhood Connectivity

Promote design standards and practices that improve connectivity for all modes between neighborhoods and adjacent neighborhoods, centers, corridors, and areas.

Lake Bluff is being designed to provide excellent connectivity for pedestrians, cyclists and motorists alike. We are providing excellent street connectivity and sidewalks throughout Lake Bluff and to the neighboring properties, and we are also proposing a well connected parks and open space system with off street trails to tie the different parts of the community together.

HISTORIC & CULTURAL RESOURCES

Goal HC-1: Preserve and promote local heritage.

Objective HC-1.1 Identification of Historic Resources

Continue the identification of historically significant elements of the built and natural environment associated with people and events important to Greeley's history and/or its diverse population through historic resource surveys or other methods.

The Sharktooth Ski Area existed in this portion of the Bluffs from 1971-1986 and contributed to the history of Greeley. The City is requesting dedication of the bluffs portion of the property to them, and we would

encourage the City to recognize this history as part of the plans for this natural area.

HOUSING

Goal HO-2: Encourage a broad diversity of housing options.

Objective HO-2.1 Diversity in New Development

Encourage a variety of housing types, sizes, styles, and price-points of housing units within new residential projects or subdivisions. Ensure that Greeley has neighborhoods and/or development sites available and attractive to its desired workforce, including higher-end housing for executives and other high-paid workers.

The Lake Bluff development will provide a variety of housing types, including single family lots of different sizes, paired homes, townhomes, and multi-family units. Three different lot sizes will be provided for the detached housing, including larger lots for higher-end housing.

Objective HO-2.2 Rental Housing

Foster the development of attractive, safe, and well-maintained rental properties for those who do not qualify for or desire to own property.

Multi-family apartments will be permitted in the southern portion of the site allowing for those who wish to rent a place to live within the community.

INFRASTRUCTURE

Goal IN-1: Ensure developed areas in Greeley are served by adequate public facilities and services.

Objective IN-1.6 Sanitary Sewer Facilities

Sewer facilities for a given proposed development are considered adequate if the proposed development is connected to a sewer line that is eight inches or larger in diameter with sufficient capacity as defined by the City. Confirmation of sewer capacity is required.

As part of this development significant improvements and upgrades to sewer infrastructure will occur. The development of Lake Bluff will bring off site sewer lines from the east to serve this property, and this will also provide sewer capacity to spur on future development on adjacent sites.

Objective IN-1.7 Water Facilities

Water facilities for a given proposed development are considered adequate if the proposed development is connected to an existing water line that is eight inches or larger in diameter. Confirmation of water supply is required.

As part of this development significant improvements and upgrades to water infrastructure will occur. Water infrastructure will be brought to the site from the east, with secondary connection being made to the west to ensure an adequate looped system is provided. Similar to the extension of sewer facilities, the connection of water to both sides of the Lake Bluff property will make development of adjacent properties more feasible.

Objective IN-1.8 Storm Water Facilities

Storm water facilities for a given proposed development are generally considered adequate if the site can safely convey storm water runoff to a regional storm water detention facility with sufficient capacity as defined by the City. If the City determines the proposed development cannot safely convey runoff to an adequate storm water system, adequacy requirements shall be met with detention facilities constructed on-site.

On site detention facilities will be provided to treat and detain storm water runoff as required by the City.

Objective IN-1.9 Transportation

Transportation facilities to support new development are generally considered adequate if the proposed development is connected to a collector or arterial road or expressway (or will be connected at the time the improved arterial or collector is constructed within the two-year budget cycle), constructed to an acceptable cross-section with sufficient capacity to serve the development as defined by the City. Project-specific traffic

studies to be provided by the developer and accepted by the City shall be required in order to make a final adequacy determination.

The development is connected to both established and proposed arterials and collectors. A project specific traffic study has been provided to the City.

Goal IN-2: Ensure the design, construction, and appearance of City infrastructure and facilities contributes to the character of the community.

Objective IN-2.1 Multi-Functionality

Incorporate deliberate and attractive multi-functionality into drainage and detention areas, open space, natural areas, pedestrian and other corridors so that infrastructure, and public investments in it, may provide multiple benefits to the community.

While the details still need to be worked out, in many instances we are proposing trail corridors through storm water detention areas and in the open space area around the bluffs, to provide increased connectivity throughout the community.

NATURAL RESOURCES & OPEN LANDS

Goal NR-1: Protect, conserve, maintain, and improve the quality and quantity of water available to Greeley.

Objective NR-1.3 Water Conservation

Promote the most efficient use of water through conservation and related practices.

We will be utilizing City of Greeley water conservation practices and the City's water-wise plant guide when the landscape plans are developed to ensure that vegetation is utilized that is well suited to the Greeley micro-climate. Additionally, modern automated irrigation systems with rain sensors will be implemented to ensure the most efficient application of water to the landscape at Lake Bluff.

Objective NR-1.4 Non-Potable Water

Assertively promote the use of non-potable water for irrigation as a viable and efficient alternative to treated water.

We will be using non-potable water for park and open space irrigation.

Goal NR-2: Manage emissions, effluents, waste, and other sources of pollution that impact our quality of life and natural environment.

Objective NR-2.3 Noise Levels

Promote acceptable noise levels throughout the community.

Lake Bluff is a mixed use community, but the higher intensity commercial uses have been placed appropriately along the arterial streets in and around the community to consolidate noise in those areas and to help buffer the noise from W. 10th Street. The residential portions of the community have been placed on the interior of the community, and parks and open space / detention areas have been strategically placed to mitigate noise from commercial areas as much as possible.

Objective NR-2.4 Light Pollution

Minimize light trespass from developed areas and reduce sky glow to maintain night sky visibility.

Responsible lighting design practices will be followed to minimize light trespass from developed areas, especially in proximity to the Bluffs, where International Dark Sky Association certified exterior lighting will be utilized on adjacent lots and structures.

Objective NR-2.5 Urban Heat Island Effect

Promote the use of sustainable development practices that have been demonstrated to mitigate the urban heat island effect.

Within our commercial areas attention will be paid to the design of parking areas to ensure that large expansions of pavement are broken up with landscape islands, thus helping to mitigate the urban heat island effect that can result from expansive parking lots.

Objective NR-2.7 Stormwater Management

Promote the use of low impact development (LID) practices and design features to manage stormwater runoff and flooding, increase groundwater infiltration, and reduce the amount of sediment and other pollutants entering our surface waters.

The proposed stormwater design for the Lake Bluff development utilizes LID practices by way of grass buffers/swales and limiting Directly Connected Impervious Areas. All surface runoff is conveyed to a series of detention ponds which have all been sized to assure the 100-yr capture volume and a 5-yr historic release rate. Water Quality Capture Volume has also been incorporated and assured to drain within the 40-hr time frame as specified by the state. The 40-hr drain time allows for the majority of pollutants to settle prior to being released downstream. Attenuating the 100-yr developed flows down to the 5-yr historic rate inherently improves safety of downstream conveyances and greatly improves stream erosion. It also serves to provide a location that helps facilitate groundwater infiltration. Overall, the stormwater practices being implemented with this Lake Bluff development will serve to provide a safe and clean method of mitigation.

Objective NR-2.9 Groundwater Quality

Mitigate impacts on aquifers and groundwater recharge areas from sources of groundwater pollution within Greeley watersheds.

The stormwater conveyance methods utilized within this Lake Bluff development will serve to reduce pollution impacts on groundwater. This is accomplished by minimizing Directly Connected Impervious areas and allowing all surface flows to be conveyed to a series of detention ponds. In a development like this one, with commercial and residential spaces, pollutants are typically sourced from vehicles and fertilizers. As designed, pollutants will be conveyed to ponds through various methods including storm and grass lined channels. Flows running through grass lined channels will have ample opportunity to scrub pollutants prior to entering ponds. Once within ponds, the inclusion of the Water Quality Capture Volume doubly assures pollutants are mitigated prior to entering Greeley watersheds. Flows being piped or conveyed via the development's streets will avoid polluting Greeley watersheds via the Water Quality Capture Volume. In addition, these ponds act in series allowing for any pollutants not captured in the upstream ponds to have a chance to be captured in subsequent downstream ponds.

Goal NR-3: Demonstrate stewardship of the environment.

Objective NR-3.1 Protect Natural Features and Viewsheds

Ensure that important natural features and viewsheds are protected or enhanced as development occurs.

We are proposing that the Bluffs on the north side of the site are preserved as a regional park to be dedicated to the City of Greeley as requested, to ensure their protection in perpetuity.

Objective NR-3.2 Public Open Lands

Secure and protect meaningful public open lands areas within and near to the city in order to provide visual relief from the urban landscape, preserve "food sheds" and important vistas, and/or retain separation from other communities.

As identified in the parks master plan, the Bluffs will be protected and preserved for public use through dedication to the City of Greeley.

Objective NR-3.4 Use of Sensitive Lands

Strategically secure and/or acquire ecologically sensitive or important lands to protect their ecological function or other natural values.

As identified in the parks master plan, the ecologically sensitive Bluffs area will be protected and preserved for public use through dedication to the City of Greeley.

Objective NR-3.5 Preservation of Natural Areas

Work with land owners, developers, farmers, and environmental interests to protect important natural areas, native wildlife habitat, vistas, and other significant or environmentally sensitive lands. Develop mechanisms to ensure that natural areas are preserved as development occurs.

We are working with the City of Greeley to protect and preserve over 50 acres of the Bluffs portion of the property through dedication to the City to ensure that this important natural area remains as surrounding development occurs.

Objective NR-3.6 Resource Extraction

To the extent possible, minimize negative impacts from the extraction of sand, gravel, oil and gas, and other natural resources on the environment and surrounding land uses. Encourage the thoughtful reclamation of land that has been mined.

Oil and gas extraction has occurred and is currently occurring on the site. Many of the wells have been abandoned and capped allowing for recapture of much of the ground that would've otherwise been included in larger required setbacks. Oil and gas extraction will continue to occur on the east of the site, with a newly installed well facility. Buffering will be used to separate surrounding uses from the on going mineral extraction, through the careful placement of parks and open space areas, as well as future landscape design.

Objective NR-3.9 Wildlife Habitat

Protect, maintain, and manage wildlife habitat in both natural and urban settings.

We are preserving over 50 acres of the Poudre River Bluffs, thus helping to preserve and connect habitat wildlife habitat. Additionally, large parks and open space corridors are included throughout Lake Bluff to ensure that connectivity exists through the community as well, especially in our most significant drainage corridor.

Objective NR-3.11 Oil and Gas Operations

Encourage the co-location of oil and gas facilities, where possible, to minimize the overall footprint of affected areas and impacts on adjacent land uses and the environment.

Oil and gas extraction has been consolidated in the south eastern portion of the site, allowing for the abandonment and capping of other pre-existing wells on the site, thus minimizing the overall footprint of the affected areas, and importantly removing previous wells from the Bluffs area.

Goal NR-4: Use resources efficiently and sustainably.

Objective NR-4.2 Energy Efficiency

Encourage the efficient use and conservation of energy.

Builders within the Lake Bluff community will be encouraged to use the most modern and energy efficient types of construction available.

Objective NR-4.3 Landscaping and Plant Species

Promote the use of landscaping with species appropriate to the local climate conditions.

We will be utilizing City of Greeley water conservation practices and the City's water-wise plant guide when the landscape plans are developed to ensure that vegetation is utilized that is well suited to the Greeley micro-climate. Additionally, modern automated irrigation systems with rain sensors will be implemented to ensure the most efficient application of water to the landscape at Lake Bluff.

PARKS & RECREATION

Goal PR-1 Develop and maintain an inter-connected system of parks, trails, and recreational facilities.

Objective PR-1.3 Levels of Service

Strive to meet and maintain levels of service for park and recreational facilities set forth in the Parks, Trails, and Open Lands Master Plan:

- Neighborhood Parks: 3.25 acres per 1,000 residents
- Community Parks: 3.5 acres per 1,000 residents
- Sports Complexes: 1.5 acres per 1,000 residents

While the Lake Bluff site is not conducive to the inclusion of large community parks or sports complexes, it will be contributing over 50 acres of critical Bluffs preservation to the City for use as a regional park, and we will also be including over 10 acres of neighborhood parks as coordinated with City staff.

Objective PR-1.5 Trail System

Connect and expand the trail system in a manner that broadens access, diversifies recreational trail offerings, creates continuity throughout the system, and enhances safety and usability.

We are providing trail connections throughout the site, including an 8' regional trail along the top of the bluffs which will provide the ability for future regional connectivity as adjacent properties develop.

Objective PR-1.8 Streetscapes and Greenways

Design streetscapes, linear parks, greenways, and other green spaces within the city as integral elements of the park system.

We are proposing parks and linear greenways at Lake Bluff which provide connectivity from the school and neighborhoods up to the Bluffs preservation area to ensure an integrated parks and open space system.

Goal PR-2 Ensure the City's system of parks, trails, and recreational facilities align with and support other community goals.

Objective PR-2.1 Water Conservation

Ensure that new parks support best practices in water conservation and irrigation efficiency including reducing irrigated bluegrass areas unless needed for a specific activity. Integrate such strategies into existing park facilities as opportunities arise.

The proposed parks will use non-potable water and make use of a limited amount of turf for active areas. Additionally an automated irrigation system will be used to ensure irrigation efficiency and water conservation.

Objective PR-2.2 Planting and Landscaping

Incorporate native vegetation, natural grasslands, and low water-use plants and landscaping approaches into the design of parks, trails, and recreational facilities.

We will incorporate native vegetation and low water-use plants into the design of the parks. We will be utilizing City of Greeley water conservation practices and the City's water-wise plant guide when the landscape plans are developed to ensure that vegetation is utilized that is well suited to the Greeley micro-climate.

Objective PR-2.4 Stormwater Management

Incorporate stormwater management and other low-impact development features into the design of parks, trails, and other recreational facilities, as possible.

In many instances storm water management will be integrated into the parks and/or adjacent open space systems. These areas will also be utilized for enhanced trail connectivity within the community.

Objective PR-2.5 Education & Interpretation

Pursue opportunities to integrate educational or interpretive experiences into Greeley's parks, trails, and recreational facilities.

Interpretive signage may be provided within the park system and along the Bluffs.

PUBLIC SAFETY

Goal PS-1: Minimize loss of life and property from hazards.

Objective PS-1.3 Steep Slopes

When possible, natural slopes in excess of fifteen percent should not be developed. When such development occurs, it shall comply with all hillside development regulations in order to ensure soil and structure stability and safety.

The vast majority of slopes in excess of fifteen percent will be included within the Bluffs preservation area, thus ensuring soil and structural stability and safety.

Goal PS-3: Develop and maintain a safe, aesthetically pleasing, and livable community.

Objective PS-3.1 Urban Design

Enhance public safety through the use of public improvements, urban design, street furniture, lighting, and other features of the built environment.

When final design detailing occurs, attention will be paid to features of the built environment that enhance public safety within Lake Bluff.

Objective PS-3.4 Signage and Lighting

Enhance public safety through the use of signage, information kiosks, lighting and other means to inform and direct the public to destinations in a straightforward and efficient manner.

When final design detailing occurs, attention will be paid to signage and lighting to enhance public safety within Lake Bluff.

Objective PS-3.5 Safe Built Environment

Support development patterns that foster constructive interactions with others to promote the opportunity for neighbors and businesses to mutually support common neighborhood interests such as hazard and crime prevention.

Lake Bluff is proposing development patterns that foster community interaction through elements such as park and school placement which allow “eyes on the park”, as well as the ability for the inclusion of alley loaded product with front porches and living spaces to improve daily interactions throughout the community.

TRANSPORTATION & MOBILITY

Goal TM-1: Develop and maintain an accessible, integrated, safe, and efficient transportation system.

Objective TM-1.1 Multi-Modal Transportation System

Design, construct, and maintain a multi-modal transportation system that:

- Meets the unique needs of each mode of travel;
- Integrates all modes of travel into a comprehensive system;
- Ensures that the system provides efficient links between each mode of travel;
- Provides networks for pedestrians and bicyclists that are equal in priority, design and construction to the system provided to motorists;
- Is accessible, safe, and inviting to all members of the community; and
- Anticipates future modes of travel, such as autonomous vehicles.

The street sections utilized in Lake Bluff include bike lanes on the collectors and arterials and detached sidewalks throughout. Additionally, off street trails are being incorporated to ensure safe and efficient connectivity throughout the community for pedestrians, cyclists and motorists alike.

Objective TM-1.2 Pedestrian Movements

Ensure pedestrian movement and accessibility is considered in the design and construction of all public and private development projects. Ample and safe sidewalks and other pedestrian pathways within and between developments should be provided.

Detached sidewalks will be provided along all streets within the development, and these will be supplemented with off street trail connections in strategic locations to ensure ample connectivity throughout Lake Bluff.

Objective TM-1.3 Streetscape Design

Develop attractive, safe, accessible, and efficient public rights-of-way, including roadways and sidewalks. The design of such rights-of-way should vary depending on the modes accommodated, the surrounding land uses, and the character of the area or neighborhood through which it passes.

We are using a hierarchical system of roadways to serve the community. This system of roadways includes the use of detached sidewalks and in some cases dedicated bike lanes. These roadways are designed to serve the surrounding land uses by providing a safe and efficient way to enter and move through the community, and to connect to adjacent properties and the greater roadway system.

Objective TM-1.4 Traffic Calming

Support the use of traffic calming methods that prevent accidents and improve safety for all users.

The applicant will continue to coordinate with the City on the possible inclusion of traffic calming methods at key locations within the community.

Objective TM-1.8 Functional Classifications

Maintain a roadway system that encourages the use of arterial streets for cross-town and regional traffic, the use of collector streets to channel traffic from the neighborhoods to arterial streets, and discourages the use of local streets for through-traffic.

We are using a hierarchical system of roadways to serve the community. This system of roadways will promote the use of arterials and collectors for cross town travel and discourage the use of local roadways for through traffic.

Objective TM-1.13 Street Patterns

Promote street and pathway patterns and configurations that foster interconnectivity between subdivisions and commercial development in order to move all users in direct routes and limit extraneous travel on collector and arterial streets.

Our street design fosters inter connectivity by encouraging users to take direct routes between subdivisions and commercial development, limiting the need to take extraneous travel on collector and arterial streets.

PUD Variances from Municipal Code

Within the Lake Bluff Preliminary Planned Unit Development Plan, we are proposing some development standards that vary from those comparable elements within the City of Greeley's standard zoning code. We believe that these deviations will enhance the overall feel of the community, while providing attractive alternatives to standard development, as part of the City. We are keeping these deviations to a minimum because the City of Greeley has substantial standards in place to guide development, and we are trying to supplement them, as opposed to reinventing them.

In preparing this Lake Bluff Preliminary PUD we have identified the following variances from the City of Greeley municipal code.

18.32.040 - Standards for PUD establishment

(a) Land area shall be zoned as a Planned Unit Development only upon the application of all landowners of the area, and only if the City Council, after considering Planning Commission recommendations, has concluded on the basis of a Preliminary Plan submitted by the landowner that the area will be suitable for development pursuant to a PUD Plan.

This preliminary PUD application does not require a waiver from this standard, as the application is being made by the sole owner of the property, Greeley Rothe, LLC. However, we have included a provision within the PUD, as note (M) Amendments to Approved Plans in the General Provisions on sheet 5, that

represents a variance from this section of code. This request is in anticipation of an amendment(s) being needed on this PUD at some point in the future, when it will not be feasible to have all landowners on the application for such an amendment, after hundreds of residents are living in Lake Bluff. As such, we have included within note (M) the provision that all of these property owners within Lake Bluff, as well as adjacent owners within 500', shall be notified of any pending applications. In this regard, when amendments are ultimately needed to this PUD, Greeley Rothe, LLC (or assigns) will be permitted to process amendments to it with all affected property owners being notified and invited to partake in the public process as is typical.

18.32.090 - Preliminary Plan submittal and required information.

City staff has informed the applicant that the PUD section refers to plans found within a preliminary plat, however we do not see any reference to the plat within this section.

While it seems unclear, given staff's direction, whether a preliminary plat is technically required in conjunction with the preliminary plan PUD or not, the applicant is requesting that the preliminary PUD be reviewed without an accompanying preliminary plat. We are proceeding in this fashion so that the zoning document can be approved to allow for the Metropolitan District to issue bonds for the funds needed to begin design and construction of off site infrastructure. Once this occurs, more detailed design work will be started for the first phase, including the plat, civil CDs, landscape plans, etc.

As discussed with staff, certain civil engineering elements requiring more detailed design work will be provided with the civil construction documents, as opposed to on the preliminary utility plans included with this PUD. These include: minimum and maximum sidewalk grades, proposed easements and hydrant locations, finalization of all proposed improvements within the public right-of-way, final culvert sizing for developed flows, a design level geotechnical analysis.

Similarly, we are not submitting preliminary architectural elevations within the preliminary PUD since no builders are contracted for the project as of yet. Alternatively we have included some sample architectural imagery and expanded architectural standards with the PUD to ensure that quality development is being provided. Specific architectural elevations will be included in the Final PUD when actual architectural product is determined.

18.40.090 - Architectural Review Standards

(10) All buildings shall be designed and maintained using the following building elements, with a minimum of one (1) selected from four (4) of the five (5) groupings below:

As can be seen here, the City of Greeley code requires builders choose at least 4 building elements from a list of 16 options for multi-family and townhomes. The proposed PUD requires builders of townhomes and duplexes to provide 6 building elements from 31 options. Similarly, single family detached home builders are required, per the proposed PUD, to incorporate at least 6 building elements from a list of 37 items. While this is a variance from the code, it is in fact an enhancement that is more strict than the City code. Additionally, this gives builders flexibility, allowing for increased architectural diversity, while maintaining a high standard of design over and above what is required in the code.

18.38 - Zoning District Development Standards

Residential Development Standards:

As this is a PUD, the land use designations do not directly match up with those listed in the City of Greeley code. We are creating distinct zone districts for Lake Bluff with applicable standards for each one. As such, there is not a direct, apples to apples comparison by which to determine variances. However, the zoning designations that most closely match the residential zoning is R- L for the detached product and R-M or R-H for the attached product. Our land use designations allow for smaller lot sizes, frontages and setbacks than what is required in the R-L, R-M & R-H zoning. These variances provide for the inclusion of smaller yards, that are desirable for certain demographics for their reduced maintenance obligations and they also provide the ability to offer more attainable home prices which are obviously desirable within the marketplace. Additionally, we have included provisions to allow for both alley loaded and front loaded product, to bring potential further product diversity to the Lake Bluff community. With the inclusion of alley loaded product,

comes a different range of setbacks due to the distinct nature of the development from traditional front loaded architecture.

18.38 - Zoning District Development Standards (con't)

Non-Residential Development Standards:

Similar to the residential scenario, we are proposing distinct zone district classifications within the Lake Bluff PUD. As with the residential scenario, the non-residential land use designations do not directly match up with those listed in the City of Greely code. However, the zoning designations of C-L Low Intensity and C-H High Intensity approximate our mixed use commercial zone districts. Our PUD proposes maximum FARs of 0.35 in the MU/CL district and 0.50 in the MU/CH district. While the code doesn't contain maximum floor area ratios, it does have a maximum lot coverage of 80% allowed. With the proposed FARs at Lake Bluff, we will inherently be providing a lower lot coverage percentage than this. Additionally, we are also proposing an increase in allowed building height from 30' (C-L) and 40' (C-H) to 40' (MU/CL) to 50' (MU/CH), to allow for more realistic integration of a vertical mix of uses if the market desires this type of development within the community. Lastly, we are also proposing modified setbacks increasing the setbacks in some instances and reducing them in others to provide more certainty in the relationship between different uses, as well as the ability to front commercial buildings closer to certain streets as a means of reducing the impact of parking on those street frontages.

PROPERTY BOUNDARY MAP
PART OF THE E 1/2 OF SECTION 1, T5N, R67W, 6TH P.M.,
CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO

AS-MEASURED PERIMETER DESCRIPTION:

A TRACT OF LAND SITUATED IN THE EAST HALF (E1/2) OF SECTION ONE (1), TOWNSHIP FIVE NORTH (T.5N), RANGE SIXTY-SEVEN WEST (R.67W), OF THE SIXTH PRINCIPAL MERIDIAN (6TH P.M.), CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SECTION 1 IN TOWNSHIP FIVE NORTH (T.5N), RANGE SIXTY-SEVEN WEST (R.67W), OF THE SIXTH PRINCIPAL MERIDIAN (6TH P.M.) AND ASSUMING THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 1 AS BEARING SOUTH 87°33'22" WEST A DISTANCE OF 2583.95 FEET AND WITH ALL BEARINGS HEREIN RELATIVE THERETO;
THENCE ON THE SOUTH LINE OF THE SOUTHEAST QUARTER (SE¼) OF SAID SECTION 1 SOUTH 87°33'22" WEST A DISTANCE OF 1216.95 FEET;
THENCE NORTH 26°36'20" WEST A DISTANCE OF 165.09 FEET TO THE WEST LINE OF THE EAST HALF (E½) OF THE SOUTHEAST QUARTER (SE¼) OF SAID SECTION 1;
THENCE ON SAID WEST LINE NORTH 00°22'27" EAST A DISTANCE OF 199.55 FEET TO THE MOST SOUTHEASTERLY CORNER OF SAID TRACT 1 OF JACKSON SUBDIVISION;
THENCE ON THE SOUTHERLY BOUNDARY OF SAID TRACT 1 THE FOLLOWING FOUR (4) COURSES;

1. SOUTH 87°32'32" WEST A DISTANCE OF 133.64 FEET;
2. NORTH 03°35'25" WEST A DISTANCE OF 43.50 FEET;
3. SOUTH 87°32'28" WEST A DISTANCE OF 705.52 FEET;
4. SOUTH 03°20'55" EAST A DISTANCE OF 347.26 FEET TO THE NORTHEAST CORNER OF A PARCEL DESCRIBED IN A DEED RECORDED AS RECEPTION NO. 3516969;

THENCE ON THE NORTH LINE OF SAID PARCEL SOUTH 89°51'20" WEST A DISTANCE OF 470.39 FEET TO THE WEST BOUNDARY OF SAID TRACT 1 OF JACKSON SUBDIVISION;
THENCE ON THE WEST AND NORTH BOUNDARY OF SAID TRACT 1 THE FOLLOWING FIVE (5) COURSES;

1. NORTH 01°41'15" EAST A DISTANCE OF 2694.74 FEET TO THE CENTER QUARTER CORNER OF SECTION 1;
2. NORTH 01°41'06" EAST A DISTANCE OF 2539.17 FEET;
3. NORTH 82°08'59" EAST A DISTANCE OF 959.07 FEET;
4. NORTH 04°44'18" EAST A DISTANCE OF 72.48 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER (NE¼) OF SAID SECTION 1;
5. SOUTH 87°19'51" EAST A DISTANCE OF 215.02 FEET ON THE NORTH LINE OF THE NORTHEAST QUARTER (NE¼) OF SAID SECTION 1 TO THE EAST SIXTEENTH CORNER OF SECTION 1, TOWNSHIP 5 NORTH (T.5N) RANGE 67 WEST (R.67W) AND SECTION 36, TOWNSHIP 6 NORTH (T.6N) RANGE 67 WEST (R.67W);

THENCE ON THE NORTH LINE OF THE NORTHEAST QUARTER (NE¼) OF SECTION 1 SOUTH 87°19'32" EAST A DISTANCE OF 1164.75 FEET TO THE NORTHEAST CORNER OF SECTION 1;

THENCE ON THE EAST LINE OF SECTION 1 FOR THE FOLLOWING TWO (2) COURSES:

1. SOUTH 00°58'44" EAST A DISTANCE OF 2663.07 FEET TO THE EAST QUARTER CORNER OF SECTION 1;
2. SOUTH 00°59'10" EAST A DISTANCE OF 2663.04 FEET TO THE POINT OF BEGINNING;

THE ABOVE DESCRIBED PARCEL CONTAINS 294.635 ACRES.

BASIS OF BEARING:

THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 1, T5N, R67W BEARS S87°33'22"W FOR 2583.95 FEET BETWEEN THE SOUTHEAST CORNER OF SECTION 1, MONUMENTED WITH A 2 3/8" ALUMINUM PIPE WITH A 3 1/4" ALUMINUM CAP, PLS 25381, 2010, AND THE SOUTH QUARTER CORNER OF SECTION 1, MONUMENTED WITH A 2 3/8" ALUMINUM PIPE WITH AN ILLEGIBLE 3 1/4" ALUMINUM CAP, BASED ON THE (NAD83) COLORADO NORTH 0501 STATE PLANE COORDINATE SYSTEM.

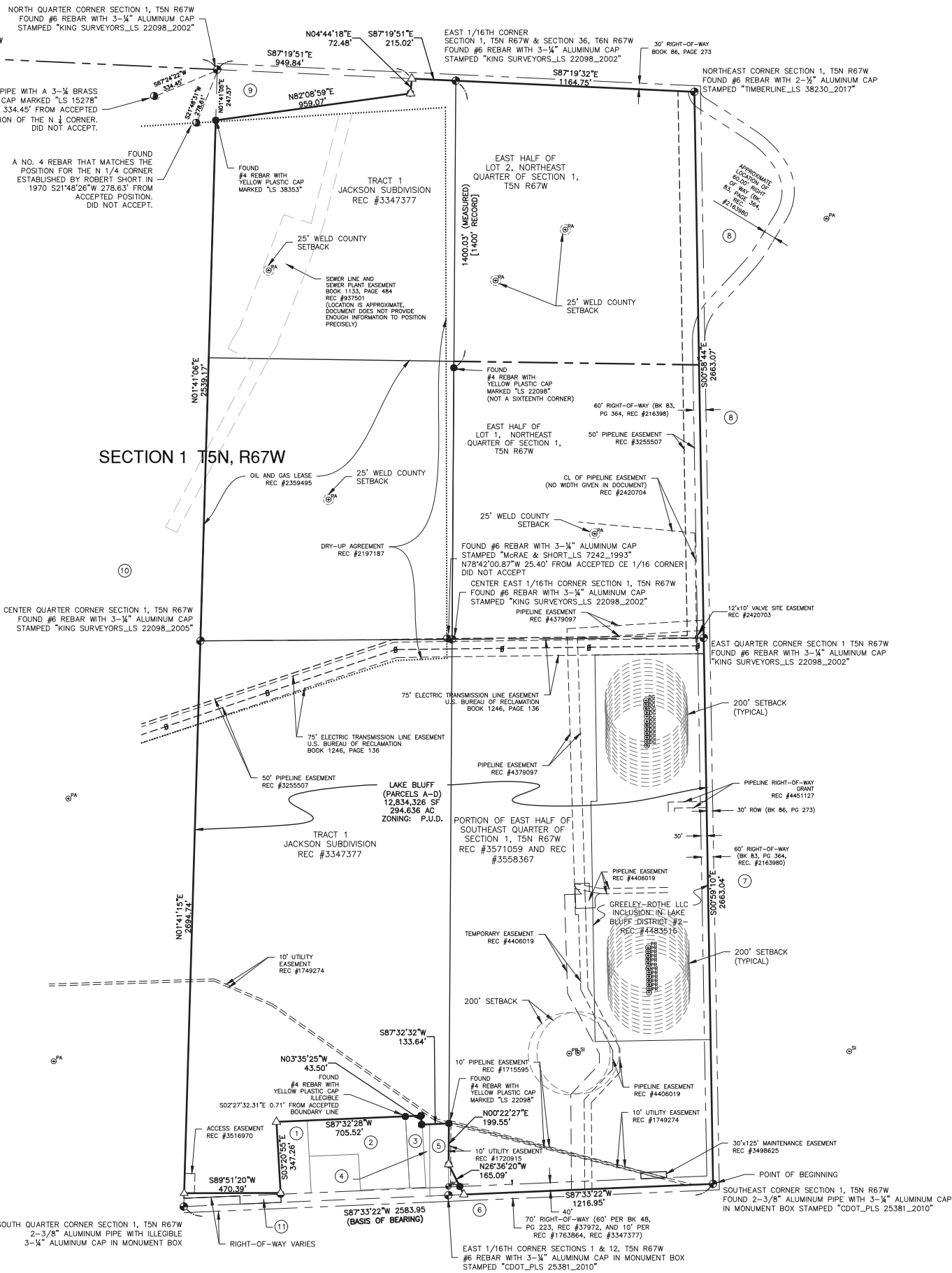
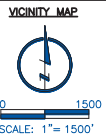
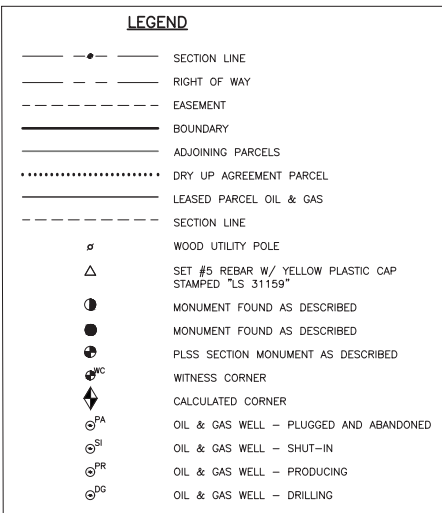
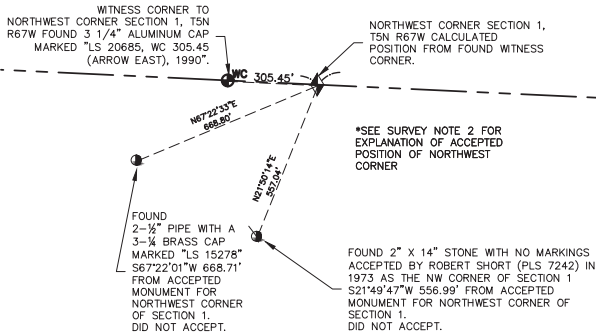
SURVEYOR CERTIFICATE

I HEREBY CERTIFY THAT THIS PROPERTY BOUNDARY MAP OF PART OF THE EAST HALF OF SECTION 1, T5N, R67W, WAS MADE BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF COLORADO.

LAINÉ A. LANDAU COLORADO PLS 31159
ON BEHALF OF LAMP RYNEARSON & ASSOCIATES, INC.
EMAIL ADDRESS: LAINE.LANDAU@LAMPRYNEARSON.COM

OWNERS OF ADJOINING PARCELS

1. 9955 10TH STREET
HAMIDEH ABDOLMOHAMMADZADEH AND ZANDI AZIZ
REC NO. 3379696
2. 9873 10TH STREET A
EVA KRISTINA EHRENFUCHT REVOCABLE TRUST
REC NO. 4035561
3. 9851 10TH STREET
JOSEPH E. MALLARD
REC NO. 4444887
4. OWNER UNKNOWN
5. 9825 10TH STREET
MARY L. OHLMANN
REC NO. 3688550
6. GREELEY-ROTHE LLC
BOOK 408 PAGE 230
7. 9333 10TH STREET
ED ORR AND SUSIE ANN ORR
REC NO. 4200718
8. 9333 10TH STREET
ED ORR AND SUSIE ANN ORR
REC NO. 4074028
9. 9955 10TH STREET
ED ORR AND SUSIE ANN ORR
REC NO. 3403871
10. 10925 HW 257 SPUR GREELEY
DPR GREELEY LLC (43.89%)
ALU'S RENTALS LLC (35.11%)
POUDRE BAY CAPITAL LLC (11%)
POUDRE BAY PARTNERS LLC (10%)
REC NO. 4369421
11. CO DEPT OF TRANSPORTATION
REC #3516969



LAMP
RYNEARSON

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FORT COLLINS, CO 80525
970.226.0342
LampRynearson.com

PRELIMINARY

PROPERTY BOUNDARY MAP
PART OF THE EAST 1/2 OF SECTION 1, T5N, R67W, 6TH P.M.,
WELD COUNTY, COLORADO

811

Know what's below.
Call before you dig.

REVISIONS

DESIGNER / DRAFTER

JAC

DATE

01/09/2020

PROJECT NUMBER

0219035

BOOK AND PAGE

SHEET

Lake Bluff

Preliminary Planned Unit Development Plan - Zoning



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contact: Mike Sandene

planner and landscape architect



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Denver, CO 80218
303.531.4905 tel.

contact: Alan Cunningham



civil engineer

12596 W Bayaud Ave., Ste.
330, Lakewood, CO 80228
303.971.0030 tel.
contact: Tamara Graham

traffic engineer



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and Associates, Inc.**

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cover sheet
sheet 1
January 9, 2020

sheet index

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project site background

The Lake Bluff Preliminary Planned Unit Development Plan provides land use regulations and standards for the design and development of the community comprising approximately 295 acres. The community is generally situated north of 10th Street (Hwy. 34 Bypass) with 95th Ave. running north along the Eastern edge of the community. Main access points to Lake Bluff from 10th Street will be located at 95th Ave and 101st Ave. On the North side, the community boundary is defined by the Poudre River Bluffs.

conceptual narrative

The information presented in the accompanying package will demonstrate that the Lake Bluff community will:

- Provide a mix of land uses and connectivity consistent with comprehensive plan policies;
- Provide a community amenity in the form of neighborhood parks and open space, with potential for connection to the Poudre Regional Trail System;
- Promote the implementation of the City's Comprehensive Plan, and long range planning;
- Preserve substantial open space of regional value in the form of the Poudre River Bluffs in perpetuity; and
- Help enable the Promontory office park to continue to attract additional employers and help the existing employers by providing an excellent master-planned community for their employees across the street.

The Lake Bluff community will contain a mix of uses and tax base generation through the incorporation of mixed-use commercial zoning at the intersection of W. 10th Street and 95th Avenue, as well as W. 10th & 101st Ave, and 95th Ave and the 4th St. extension. It is anticipated that this commercial zoning will provide much needed Neighborhood Commercial for both the Lake Bluff project and surrounding neighborhoods such as Promontory, which are lacking in this regard.

Further, the Lake Bluff community will provide a master planned community capable of supporting most of the residential needs of major employers in and to the west of Greeley. Lake Bluff will include a mix of residential types ranging from Multifamily Attached units to large Single Family Detached homes and lots, and will do so in a fashion that encourages diversity and enhancement of the socioeconomic mix that will inevitably be present.

Development Code Standards, and Code Standards as amended shall prevail if PUD standards do not apply



environmental consultant



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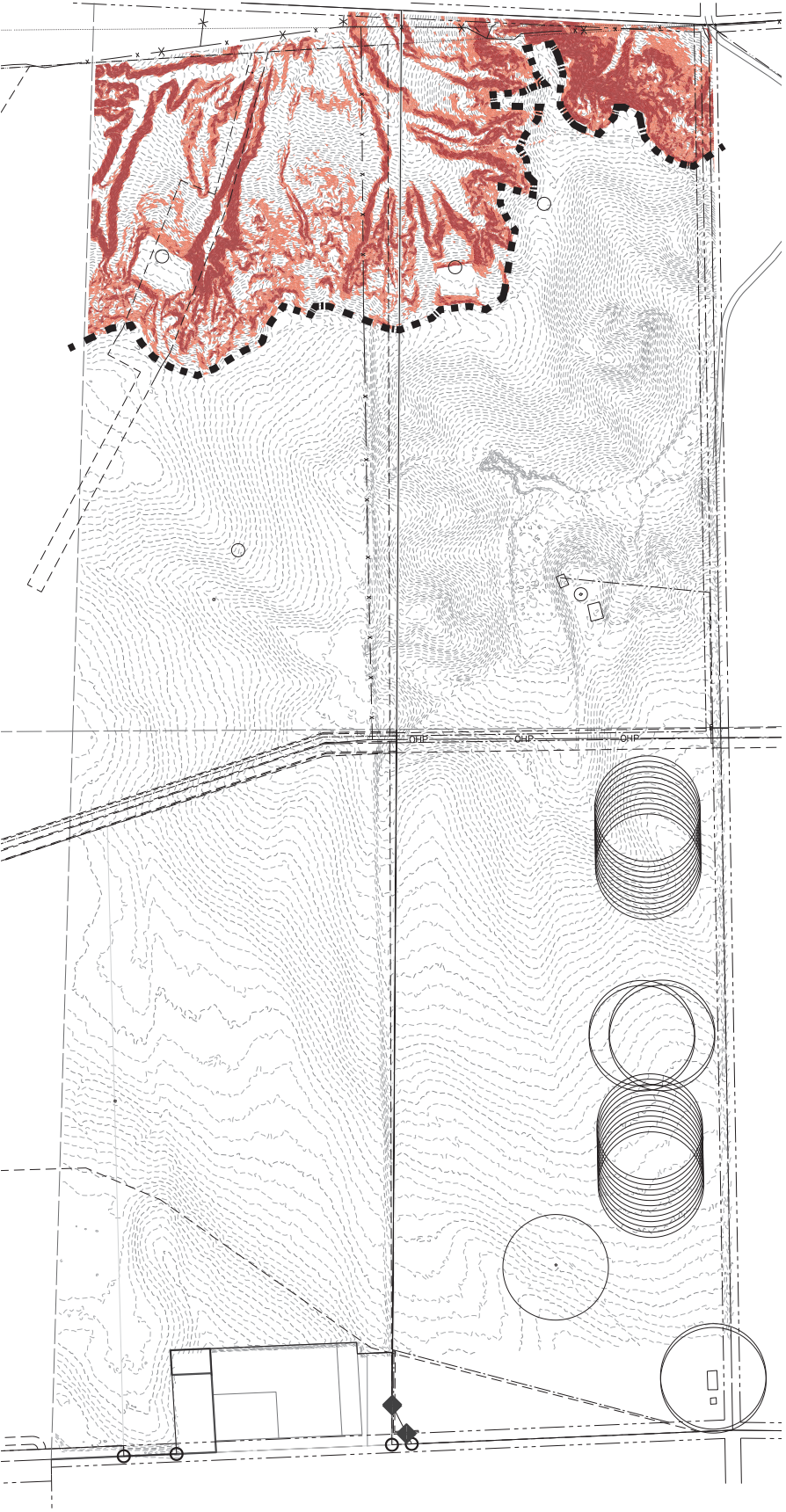
January 9, 2020

BENCHMARK:
DISK IN TOP OF CONCRETE MONUMENT STAMPED NN 169
1960, LOCATED NEAR THE INTERSECTION OF HIGHWAY 257
AND HIGHWAY 257 SPUR. ELEVATION 4884.32 (NAVD 1988
DATUM)

NOTE:
FOR PROPERTY BOUNDARY LINE BEARING AND LENGTH
INFORMATION, REFER TO THE PROPERTY BOUNDARY MAP
SHEET NUMBER 2 IN THIS SET.

Qualifying Slopes

SYM	DESCRIPTION
	Slopes Under 15%
	Slopes 15%-25%
	Slopes Over 25%
	Approximate Top of Bluffs



The slope map is depicting Qualifying Slopes as defined within the general provisions on sheet 5 of this P.U.D., and is based upon GIS topography provided by the City of Greeley. A survey will be performed and more current topography will be utilized to determine actual Qualifying Slopes at the time of final P.U.D. and preliminary plan.



Proposed Land use Chart

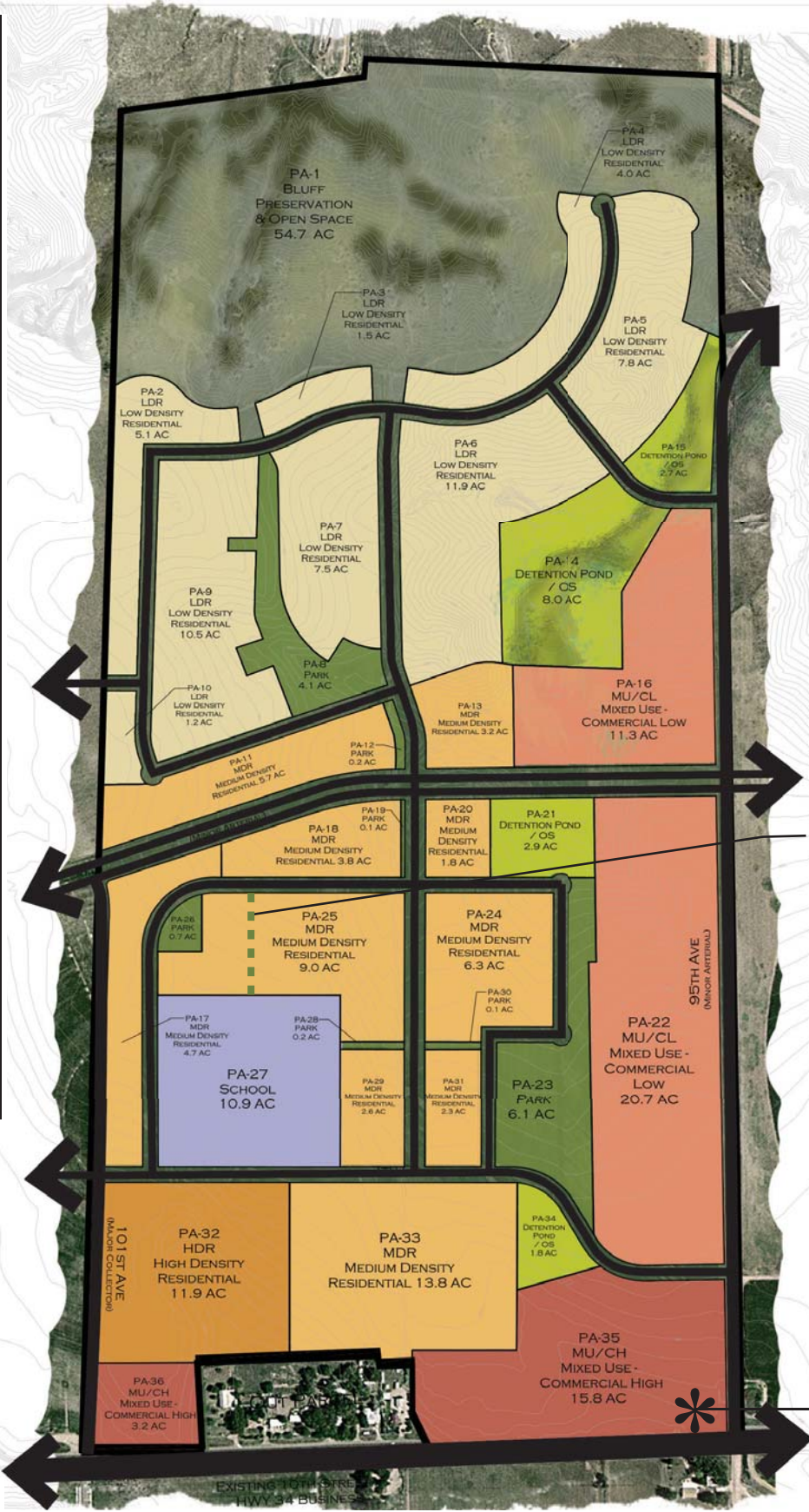
PUD Submittal Plan							
Land Use Chart							
Parcel	Acreage	Unit Range	Zoned Density (DU/Ac)	Maximum Unit Cap	Maximum Density	Max F.A.R	% of Site
Lake Bluff Property							
PA-2 - LDR - Low Density Residential	5.1	15 - 25	3 - 5	25	4.9		1.7%
PA-3 - LDR - Low Density Residential	1.5	4 - 7	3 - 5	7	4.7		0.5%
PA-4 - LDR - Low Density Residential	4.0	12 - 20	3 - 5	20	5.0		1.4%
PA-5 - LDR - Low Density Residential	7.8	23 - 39	3 - 5	39	5.0		2.6%
PA-6 - LDR - Low Density Residential	11.9	48 - 71	4 - 6	71	6.0		4.0%
PA-7 - LDR - Low Density Residential	7.5	30 - 45	4 - 6	45	6.0		2.5%
PA-9 - LDR - Low Density Residential	10.5	42 - 63	4 - 6	63	6.0		3.6%
PA-10 - LDR - Low Density Residential	1.2	4 - 7	4 - 6	7	5.8		0.4%
PA-11 - MDR - Medium Density Residential	5.7	22 - 46	4 - 8	46	8.1		1.9%
PA-13 - MDR - Medium Density Residential	3.2	12 - 26	4 - 8	26	8.1		1.1%
PA-17 - MDR - Medium Density Residential	4.7	18 - 38	4 - 8	38	8.1		1.6%
PA-18 - MDR - Medium Density Residential	3.8	19 - 38	5 - 10	38	10.0		1.3%
PA-20 - MDR - Medium Density Residential	1.8	9 - 18	5 - 10	18	10.0		0.6%
PA-24 - MDR - Medium Density Residential	6.3	31 - 63	5 - 10	63	10.0		2.1%
PA-25 - MDR - Medium Density Residential	9.0	45 - 90	5 - 10	90	10.0		3.1%
PA-29 - MDR - Medium Density Residential	2.6	13 - 26	5 - 10	26	10.0		0.9%
PA-31 - MDR - Medium Density Residential	2.3	11 - 23	5 - 10	23	10.0		0.8%
PA-33 - MDR - Medium Density Residential	13.8	110 - 207	8 - 15	207	15.0		4.7%
Sub-total Single Family Attached/Detached Lots	102.7	468 - 852					43.0%
PA-32 - HDR - High Density Residential	11.9	178 - 298	15 - 25	298	25.0		4.0%
Sub-total Other Residential Parcels	11.9	178 - 298					4.0%
Sub-total of all Residential Parcels	114.6	646 - 1150		1150	10.0		46.8%
PA-16 - MU/CL - Mixed Use Commercial Low	11.3					0.35	3.8%
PA-22 - MU/CL - Mixed Use Commercial Low	20.7					0.35	7.0%
PA-35 - MU/CH - Mixed Use Commercial High	15.8					0.50	5.4%
PA-36 - MU/CH - Mixed Use Commercial High	3.2					0.50	1.1%
PA-27 - Elementary School	10.9						3.7%
Sub-total Non-Residential Parcels	61.9						21.0%
Sub-total of Development Parcels	176.5						
PA-1 - Bluff Preservation & Open Space	54.7						18.6%
PA-8 - Park	4.1						1.4%
PA-12 - Park	0.2						0.1%
PA-19 - Park	0.1						0.0%
PA-23 - Park	6.1						2.1%
PA-26 - Park	0.7						0.2%
PA-28 - Park	0.2						0.1%
PA-30 - Park	0.1						0.0%
Sub-total of Parks & OS Parcels	66.2						22.5%
PA-14 - Detention	8.0						2.7%
PA-15 - Detention	2.7						0.9%
PA-21 - Detention	2.9						1.0%
PA-34 - Detention	1.8						0.6%
Sub-total of Detention Ponds	15.4						5.2%
Road Right-of-Way (outside of PA areas)	36.5						12.4%
Sub-total R.O.W.	36.5						12.4%
Property Total	294.6	646 - 1150					100%

Density & Open Space Calculations

Total Maximum Unit Count	1150
Total Residential Acreage	114.6
Residential Density	10.0
Parks and Open Space Acreage	66.2
Total Residential Acreage	114.6
Open Space as a Percentage of Residential Area	58%



land use plan
scale: nts



The acreage, proposed uses, residential densities and floor area ratios (FARs) have been identified for each planning area. Planning area acreages shall be allowed to change by up to 20% as neighborhood designs are finalized, without the need to amend this PUD. (A range of unit counts for each parcel are defined in the land use chart. The goal of defining a range of different densities on parcels is to promote creativity and flexibility within the residential component of the Lake Bluff community), while still providing a relative transition of density from the commercial areas in the South to the more sensitive Bluff and open space areas to the North. Residential units that are not utilized within a defined parcel can be transferred into other land use parcels up to the maximum allowable density on the receiving parcel. There are no minimum unit requirements on a given parcel. In no event will a total unit count of 1,150 units be exceeded at Lake Bluff without an amendment of the PUD and supporting documentation.

general provisions

A. Conformance
Development of this planned community shall conform to all restrictions, regulations and procedures adopted by Ordinance by the City of Greeley, at the time of platting and building permit application, except as expressly provided otherwise in this Planned Unit Development Plan (PUD).

The provisions of this PUD shall prevail and govern the development of this planned community, except where the provisions of the PUD do not clearly address a specific subject. For subjects not addressed herein, the appropriate jurisdictional regulations and codes shall take precedence, and the most restrictive standards, and code standards as amended shall apply.



- B. Effect of the City of Greeley Zoning Ordinance**
The provisions of this PUD shall prevail and govern the development of Lake Bluff provided; however, where the provisions of the PUD do not address a specific subject, the provisions of the City of Greeley Zoning Ordinance or any other applicable ordinances, resolutions or regulations of the City of Greeley Development Code standards, and code standards as amended, shall prevail.
- C. Density Variations**
In no event shall the total number of 1,150 residential Dwelling Units within all Land Use Parcels as set forth in the Planned Unit Development Plan for Lake Bluff be exceeded. The total number of Dwelling Units actually developed in a Land Use Parcel may be less than the number established on the Planned Unit Development Plan. Remaining units may be transferred to other parcels in whole or in part, in support of the mixed-use concept. Any residential Land Use Parcel may contain up to the maximum density allowed for the receiving parcel as set forth in the Planned Unit Development Plan and as determined by the Developer, without the need to amend this PUD.
- In support of a mixed use concept, and for parcels zoned Commercial, dwelling units may be transferred in at the Site Plan stage up to a maximum density of 25 Du/Ac. This increase in the number of permitted Dwelling Units within a commercial Land Use Parcel may be accomplished through a transfer of Dwelling Units from any other Land Use Parcel administratively.
- D. Land Use Parcel Boundaries**
Parcel boundaries are shown on the PUD, and are generally determined by their relationship to roads, open space and adjacent land uses. Modifications in Land Use Parcel boundaries and streets are permitted and will occur with planning and engineering refinement. Final parcel boundaries and road alignments shall be determined and shown on a Final PUD, Site Plan or Plat, without any amendment to the PUD being required; provided the changes in the Land Use Parcel area do not exceed 20 percent of the defined parcel.
- E. Construction Standards**
Construction shall comply with applicable provisions of the International Building and Mechanical Code, the National Electrical Code, the Colorado Plumbing Code, and other such Codes and the successors thereof, setting for the construction standards as promulgated by the International Conference of Building Officials or other standards-establishing bodies, as are adopted by the City of Greeley.
- All future build out shall meet all applicable City of Greeley Codes, Ordinances, Resolutions, Design Criteria, etc. It is also hereby understood that all future build out is subject to additional future City of Greeley reviews and comments prior to final approval and/ or acceptance.

- F. Underground Utility Requirements**
All new electrical and communications distribution lines shall be placed underground. All new transmission lines shall be underground unless same cannot be accomplished by direct burial.
- G. Soil Tests**
Soil tests for building sites shall be provided at the time of building permit application for the purpose of establishing engineering criteria for building foundation design.
- H. Homeowner Associations**
Homeowner Associations (HOAs) composed of property owners in residential areas may be created for the following purposes: a) to provide for the continued development, improvement and maintenance of properties and facilities which it owns or administers, and b) to protect the investment, enhance the value, and control the use of property owned by its members in perpetuity.
- Homeowner’s Associations shall be created in residential areas where common lands or facilities are to be owned and maintained by the Homeowner’s Association.
- I. Metropolitan Districts**
The District is a quasi-governmental agency, separate and distinct from the City, and, except as may otherwise be provided for by State or local law or its Service Plan, its activities are subject to review by the City only insofar as they may deviate in a material matter from the requirements of the Service Plan, the Municipal Code, or the Intergovernmental Agreement. It is intended that the District will provide a part or all of the Public Improvements for the use and benefit of all anticipated inhabitants and taxpayers of the District. The primary purpose of the District will be to finance the construction of District Improvements.
- The District has also been created to provide ongoing operations and maintenance services as specifically set forth in its Service Plan and as may be stated in any applicable Intergovernmental Agreement.
- J. Administrative Changes**
The graphic drawings contained within the Planned Unit Development Plan are intended to depict general locations and illustrate concepts expressed in the narrative provisions of the PUD. They are not intended to be final nor to represent the ultimate build out of Lake Bluff, but rather, they are included to depict potential design solutions that may evolve within the community.
- It is the goal of this PUD to serve as a guiding document for the appropriate build out of the Lake Bluff Community. Given the scale of this project, and the associated timeline it will take to develop, it is essential that this PUD be approved with an understanding of inherent flexibility.
- In granting final plan approval the City shall allow variations for the purpose of establishing:

1. Final road alignments
 2. Final configuration of Lot and tract sizes and shapes;
 3. Final Building envelopes;
 4. Final access and parking locations;
 5. Final parcel definitions;
 6. Final signage / monument design; and
 7. Landscaping adjustments
- K. Hillside Development**
The contiguous bluff area on the northern portion of the property will be preserved in keeping with the City of Greeley Hillside Development Standards and represents approximately 54.7 acres of hillside preservation. Other areas on the property, where slopes over 15% exist, are isolated, not natural and generally related to man-made elements such as farming roads or previous oil and gas infrastructure sites. These isolated areas south of the bluffs will not be considered as qualifying slopes under the Hillside Development Standards and will be allowed to be graded during development, within the land use and open space parcels defined on this PUD.
- L. Roadway Design**
The roadways shall comply with the City’s current roadway standards.
- M. Amendments to Approved Plans**
Major amendments to this Preliminary PUD shall be considered by the City with the subject site property owner acting as the sole applicant. Other property owners within the Lake Bluff Community shall not be required as applicants, nor shall they be required to provide prior approval for the PUD amendment application to proceed. The applicant shall notify all property owners within the Lake Bluff PUD boundaries and the adjacent owners of the proposed PUD amendment(s) under consideration. Notifications to adjacent property owners shall occur 500’ from the subject property.

setting of property

The Lake Bluff property is located generally north of W. 10th Street, and extends from east of 95th Avenue out to 101st Ave to the west. The southern boundary of the property is W. 10th Street.

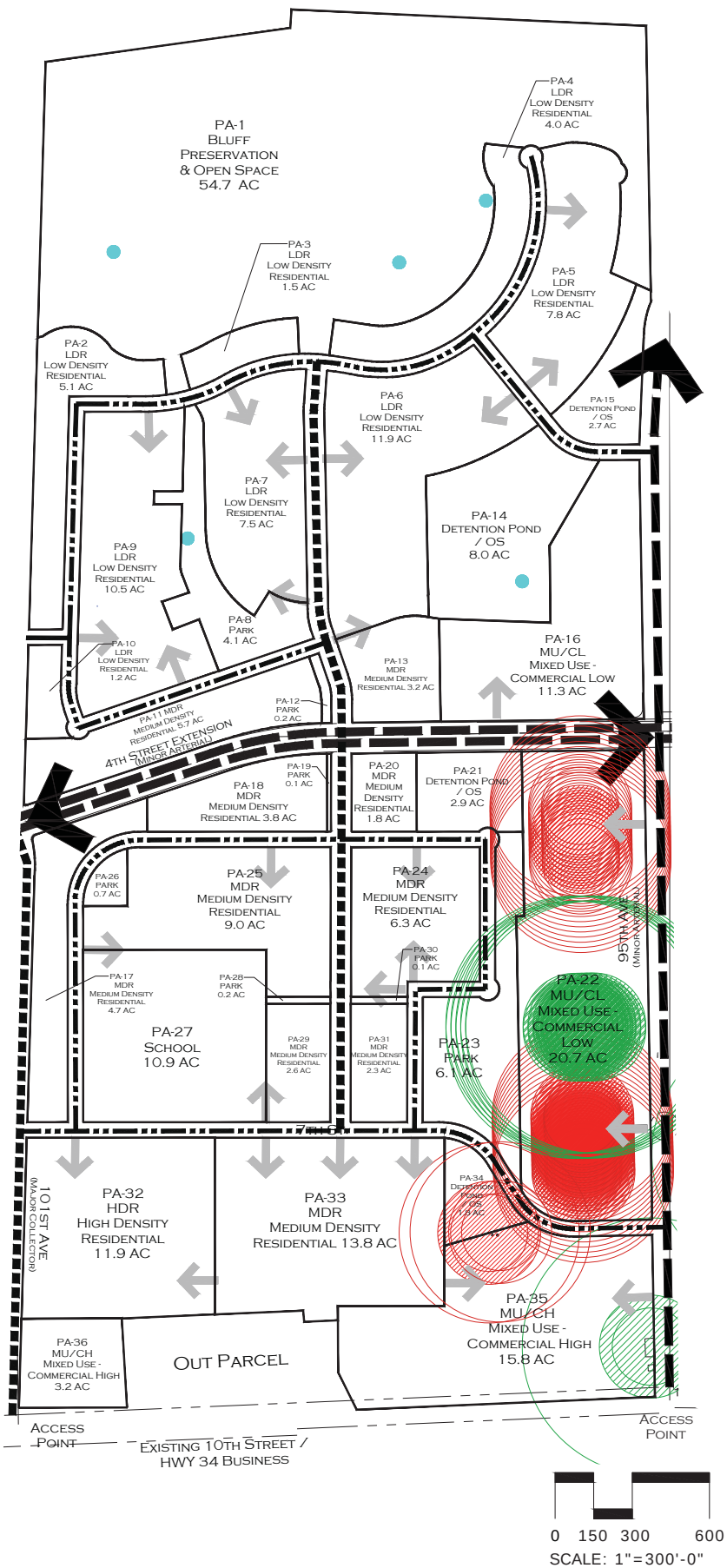
The two main access points to Lake Bluff will occur at 95th Ave. (a 2-lane Minor Arterial) and 101st Ave. (Major Collector), with the extension of 4th Street (a 4-lane Minor Arterial) essentially bisecting the site, in the East West direction. With W. 10th Street, 95th Ave., and W. 4th Street all anticipated to be classified as arterial roadways, this site is well situated for development and extension of infrastructure. The Lake Bluff Metropolitan Districts being formed in conjunction with this application will contain all the land within the project. The District will also be the financing mechanism for extending the infrastructure to the site and construction of trunk infrastructure on site.

The Lake Bluff property is uniquely situated in North West Greeley from two other aspects as well. It is located just after the bend that essentially defines the entrance to the City along the Highway 34 Bypass road. In this regard, the project will serve as a front door to Greeley for any visitors approaching along this route. Also, the Northern boundary of the property is defined by the Poudre River Bluffs, which will be dedicated as open space in perpetuity, and include a trail system with the potential for connection to the Poudre River Trail.



Legend

SYM	DESCRIPTION
	EXISTING WELL LOCATIONS
	ABANDONED AND CAPPED WELL LOCATION
	TANK BATTERY LOCATIONS
	PROPOSED MINOR ARTERIAL
	PROPOSED COLLECTOR (MAJOR OR MINOR)
	PROPOSED MAJOR LOCAL
	PROPOSED ACCESS LOCATION
	25' SETBACK
	350' SETBACK (BUILDINGS OF PUBLIC ASSEMBLY) 200' SETBACK (BUILDINGS) 150' SETBACK (ROADS)
	500' SETBACK (BUILDINGS OF PUBLIC ASSEMBLY) 200' SETBACK (BUILDINGS) 150' SETBACK (ROADS)



LAND USE DESIGNATION MATRIX

LEGEND	
P	Principal Permitted Use
A	Accessory Use
S	Special Review
•	Excluded Use

Land Use / Districts	Zone Category						
	LDR	MDR	HDR	MU/CL	MU/CH	OS	Park
Residential							
Single Family Dwelling Units	P	P	P	P	•	•	•
Duplexes (with minimum lot size of 2,500 sf per unit)	P	P	P	P	•	•	•
Single-family attached dwelling unit including: townhome, cluster development, patio homes	P	P	P	P	P	•	•
Multi-Family Dwellings (can include rental or for-sale units)	•	P	P	P	P	•	•
Boarding & rooming houses, Dormitories, group quarters, etc.	•	S	P	P	P	•	•
Farming	P	P	P	P	P	P	P
Group Homes	•	S	P	P	P	•	•
Assisted Living Facilities	•	S	P	P	P	•	•
Skilled Nursing Facilities	•	S	P	P	P	•	•
Live / work units	•	•	P	P	P	•	•
Institutional							
Child care, day care centers, preschools	S	S	P	P	P	•	•
Churches / synagogues / places of worship	P	P	P	P	P	•	•
Hospitals or other public health facilities	•	•	•	P	P	•	•
Intermediate & Long term care, assisted living units, Group Homes - more than 8 residents	•	S	P	P	P	•	•
Rehabilitation Centers	•	•	•	P	P	•	•
Libraries, museums, public or quasi-public	•	P	P	P	P	P	P
police, fire stations, ambulance dispatch and storage	•	P	P	P	P	•	•
Recreation Buildings - community centers	P	P	P	P	P	P	P
Schools	P	P	P	P	P	•	•
Schools - adult (business, trade)	•	•	•	P	P	•	•
Universities, colleges	•	•	•	S	P	•	•
Recreation							
Community / neighborhood recreation center & associated indoor facilities	P	P	P	P	P	P	P
Community pool facility (indoor / outdoor)	P	P	P	P	P	P	P
Indoor intensive - Ice Arenas, bowling alleys, etc.	•	•	•	P	P	P	P
Membership clubs, health clubs, martial arts studios	•	•	•	P	P	P	P
Open space	P	P	P	P	P	P	P
Open space/pedestrian plazas	P	P	P	P	P	P	P
Outdoor recreation	P	P	P	P	P	P	P
Parks (pocket)	P	P	P	P	P	P	P
Parks (neighborhood)	P	P	P	P	P	P	P
Parks (community)	P	P	P	P	P	P	P
Sports fields - soccer, baseball, football, track & field, etc.	P	P	P	P	P	P	P
Commercial							
24-hour convenience retail operation	•	•	•	P	P	•	•
Administrative and executive offices	•	•	•	P	P	•	•
Animal hospital and veterinary clinic -small animal facilities (no outdoor kennels)	•	•	•	P	P	•	•
Appliance store	•	•	•	S	P	•	•
Appurtenant retail uses	•	•	•	P	P	•	•
Banks, Savings & Loans, financial institutions, ATMs, drive up windows	•	•	•	P	P	•	•
Bars, taverns, lounges, Brew pubs	•	•	•	P	P	•	•
Bed & Breakfasts	•	•	•	P	P	•	•
Big Box, Large format retail	•	•	•	•	P	•	•
Bowling alley, tennis club, skating rink, health club, etc.	•	•	•	P	P	•	•
Call center	•	•	•	•	P	•	•
Car wash and/or auto detailing	•	•	•	S	P	•	•
Wireless Communication Facilities (height and location to be reviewed) *	•	•	•	P	P	•	•
Consulting service offices	•	•	•	P	P	•	•
Convenience commercial stores (with gas sales)	•	•	•	P	P	•	•
Drive through restaurants	•	•	•	P	P	•	•
Dry cleaning (no cleaning on site)	•	•	•	P	P	•	•

Note:
The provisions of this PUD shall prevail and govern the development of Lake Bluff provided; however, where the provisions of the PUD do not address a specific subject, the provisions of the City of Greeley Zoning Ordinance or any other applicable ordinances, resolutions or regulations and Development Code standards as amended shall prevail.

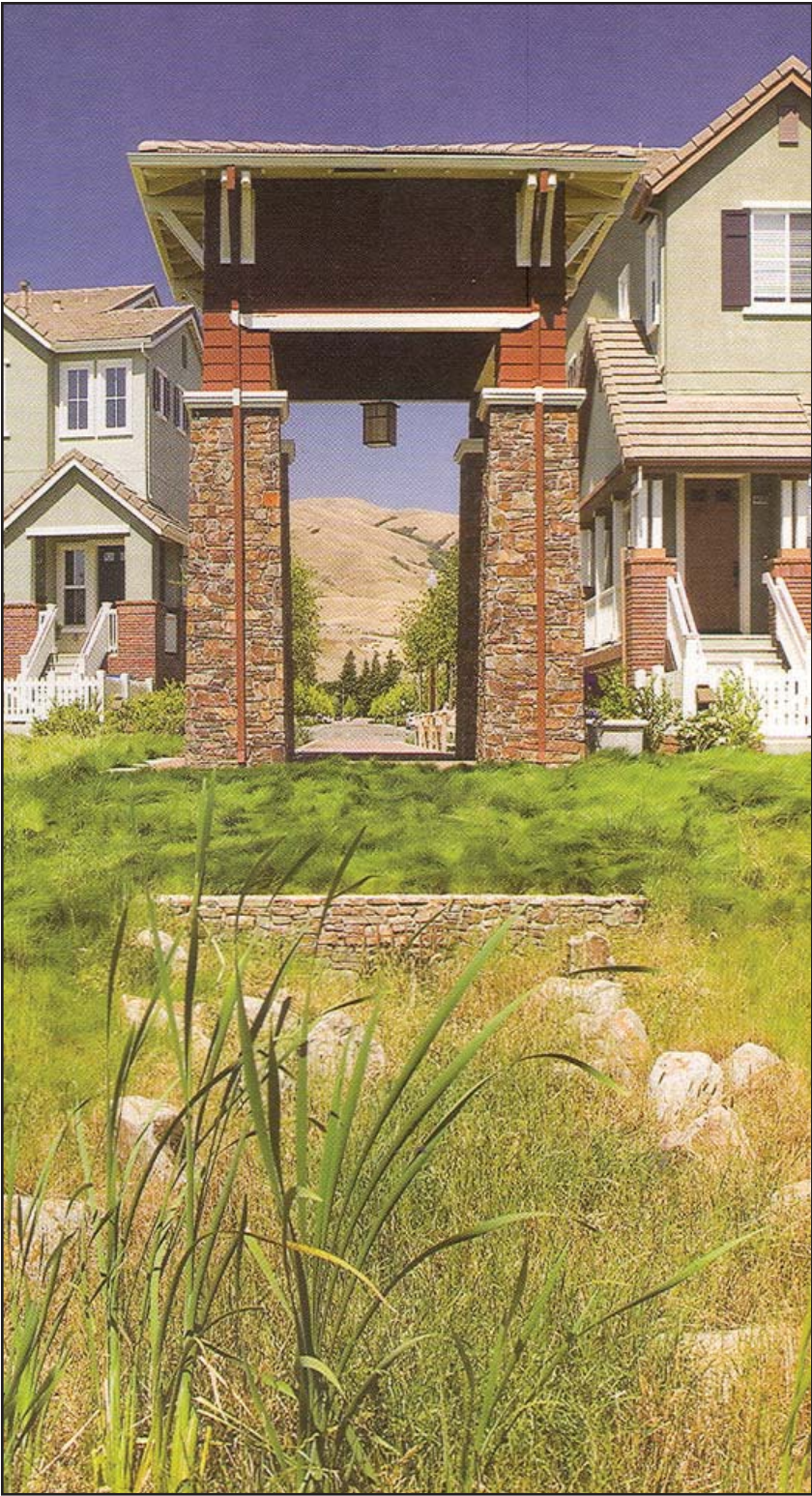
Accessory units not defined within the scope of this Preliminary PUD document or proposed within alternative land use categories shall be governed by the City of Greeley Development Code, as amended.

Any use not listed in the land use designation matrix, shall not be permitted.

Land Use / Districts	Zone Category						
	LDR	MDR	HDR	MU/CL	MU/CH	OS	Park
Commercial							
Entertainment facilities (indoor)	•	•	•	P	P	•	•
Farmers markets - outdoor (no more than 12 times annually for the same establishment)	•	•	•	P	P	P	P
Financial institutions	•	•	•	P	P	•	•
Furniture store (following size restrictions)	•	•	•	P	P	•	•
Gasoline service station, including car wash and small convenience store	•	•	•	P	P	•	•
Gardening (community)	P	P	P	P	P	P	P
General office	•	•	•	P	P	•	•
Greenhouses and nurseries	•	•	•	P	P	•	P
Ground floor retail commercial with multifamily housing or office space located above	•	S	P	P	P	•	•
Hotel / motel	•	•	•	•	P	•	•
Insurance and investment offices, etc.	•	•	•	P	P	•	•
Liquor stores	•	•	•	•	P	•	•
Local retail greenhouses, garden centers or fruit/vegetable stands	•	•	•	•	P	•	•
Medical, dental and small animal veterinary offices	•	•	•	P	P	•	•
Mini-warehouse/self storage/outdoor storage	•	•	•	•	P	•	•
Neighborhood retail uses (ie.dry cleaning, coin operated laundry)	•	•	•	P	P	•	•
New and used car sales and service, boat and trailer rental and sales, automobile	•	•	•	•	P	•	•
Office/Showroom/Warehouse (following size restrictions)	•	•	•	•	P	•	•
Offices	•	•	•	P	P	•	•
Outdoor storage associated with an outdoor retail/commercial use	•	•	•	•	P	•	•
Parking lots & structures	•	•	•	P	P	•	P
Pedestrian plazas or pedestrian malls	P	P	P	P	P	P	P
Personal Service Shops (beauty, barber, tanning, nail salons, shoe repair)	•	•	•	P	P	•	•
Printing, Copying shops, mail & office centers	•	•	•	•	P	•	•
Private lodges and clubs	•	•	•	P	P	•	•
Professional services/offices	•	•	•	P	P	•	•
Public transportation terminals	•	•	•	•	P	•	•
Rental Service (equipment, small tools, supplies, appliances, home furnishings)	•	•	•	•	P	•	•
Repair Shops	•	•	•	•	P	•	•
Restaurants - Cafes & other eating establishments (indoor & outdoor seating)	•	•	S	P	P	•	•
Restaurants - drive-in or drive-thru facilities (with outdoor seating areas)	•	•	•	P	P	•	•
Retail Sales - under 3000 s.f. GFA (one user)	•	•	•	P	P	•	•
Retail Sales - 3000 - 20,000 s.f. GFA (one user)	•	•	•	P	P	•	•
Retail Sales - large retail over 20,000 s.f. GFA (one user)	•	•	•	•	P	•	•
Sales from a movable structure, vacant lot or parking lot	•	•	P	P	P	•	P
Temporary construction offices subject to zoning approval	P	P	P	P	P	P	P
Temporary office subject to zoning approval	P	P	P	P	P	P	P
calendar year, per shopping center subject to zoning approval							
Temporary signage subject to zoning approval	P	P	P	P	P	P	P
Water wells	S	S	S	S	S	S	S
Wholesale business, storage or warehousing	•	•	•	•	P	•	•
Oil and Gas production wells including storage tanks and flowage lines	S	S	S	S	S	S	S

*Per City of Greeley Standards

Legend
LDR = Residential Low
MDR = Residential Medium
HDR = Residential High
MU/CL = Mixed Use / Commercial Low
MU/CH = Mixed Use / Commercial High
OS = Open Space



Open Space Connections are an important component of the Lake Bluff Community that can be utilized for both pedestrian connection, as well as stormwater management opportunities. Such connections shall be permitted within any of the land use parcels at Lake Bluff.

site development standards

Residential Land Use Development Standards Matrix

Single Family Detached Residential		
Standards	MDR	LDR
Minimum Lot Size (1)	3200	4500
Minimum Lot Frontage (5) (7)	35'	45'
Minimum Corner Lot Frontage	45'	55'
Parking Requirement (4)	2 / unit	2 / unit
Max. Height	35'	30'
Floor Area Min.	N/A	N/A
Primary Use		
Front Setback to Living Space (15)	10'	15'
Front Setback to Garage	18'	18'
Front Setback to Side Load Garage	10'	15'
Side Setback Minimum (14)	5'	5'
Side Setback with Access Easement (6)	0'	0'
Building Separation (6)	10'	10'
Rear Setback - Front Load (14)	15'	15'
Rear Setback - Alley Load	4'	4'
Rear Setback - Bluffs (14)	N/A	50'
Side (Corner) Setback (14)	10'	10'
Side (Corner) Setback to Garage Door	18'	18'
Accessory Use (8)		
Max Height	15'	15'
Front Setback	20'	20'
Side Setback	3'	5'
Rear Setback	5'	5'
Rear Setback (alley load garage)	4'	4'
Side (Corner) Setback	15'	15'

Residential Land Use Development Standards Matrix

Single Family Attached Residential (Townhome/Duplex) (9)			
Standards	HDR	MDR	MU/CL
Minimum Lot Size	1200 sf	1200 sf	1200 sf
Lot Frontage (5)	20'	20'	20'
Corner Lot Frontage	30'	30'	30'
Parking Requirement (3) (4)	2 / unit	2 / unit	2 / unit
Guest Parking Requirement (3) (4)	0.25 / unit	0.25 / unit	0.25 / unit
Max. Height	40'	35'	35'
Floor Area Min.	750 SF	900 SF	500 SF
Max. Number of Units Attached	24	16	24
Principal Use			
Front Setback to Living Space (15)	10'	12'	12'
Front Setback to Garage	18'	18'	18'
Side Setback Minimum (14)	5'	5'	5'
Side Setback with Easement (6)	0'	0'	0'
Building Separation	10'	10'	10'
Rear Setback (14)	10'	10'	10'
Rear Setback - Alley Load Garage	4'	4'	4'
Side (Corner) Setback	10'	12'	12'
Accessory Use (8)			
Max Height	15'	15'	15'
Front Setback	20'	20'	20'
Side Setback	5'	5'	5'
Rear Setback (non-garage)	5'	5'	5'
Rear Setback (garage)	4'	4'	4'
Side (Corner) Setback	15'	15'	15'

Residential Land Use Development Standards Matrix

Multi-Family Residential (10)				
Standards	HDR	MDR	MU/CL	MU/CH
Minimum Lot Size	NONE	NONE	NONE	NONE
Lot Frontage (5)	No Minimum	No Minimum	No Minimum	No Minimum
Parking Requirement (2) (3)	(2)	(2)	(2)	(2)
Max. Height	40'	35'	35'	40'
Max. Number of Units Attached	24	16	16	24
Principal Use				
Setback from Local (6) (10)	10'	10'	10'	10'
Setback from Private	10'	10'	10'	10'
Setback from Parking Lot (11)	10'	10'	10'	10'
Setback from Property Line (6)	10'	10'	10'	10'
Building Separation	20'	20'	20'	20'
Open Parking Setback from ROW	15'	15'	15'	15'
Accessory Use				
Max Height	15'	15'	15'	15'
Setback from Local (6) (10)	15'	15'	15'	15'
Setback from Private	10'	10'	10'	10'
Setback from Parking Lot (11)	5'	5'	5'	5'
Setback from Property Line (6)	20'	20'	20'	20'
Building Separation	10'	10'	10'	10'

Land Use Development Standards Matrix

- Notes:
- (1) Min. lot size shown for single family detached.
- (2) Required parking shall meet the City of Greeley Land Development Code Parking Standards, as amended, if not covered by these guidelines. Shared parking shall be allowed in instances where appropriate.
- (3) Studio and 1 bedroom units require 1.5 parking spaces per unit and .25 guest spaces per unit. 2 bedrooms units require 2.0 parking spaces per unit and .25 guest spaces per unit. 3+ bedrooms units require 2.0 parking spaces per unit and .25 guest spaces per unit.
- (4) Parking includes a minimum of one space in a garage and one space in the driveway. Guest parking spaces for SFD shall be accommodated in the driveway, in a 2-car garage, and/or on-street.
- (5) Lot frontage measured at setback.
- (6) A zero lot line may be utilized when a maintenance easement and side yard easement are executed, subject to IBC requirements.
- (7) Lot frontage on a cul-de-sac may be reduced by five feet.
- (8) An accessory use in this application of the term, shall not include a living space.
- (9) Standards are provided for duplex and townhome uses accommodating 6 - 18 Du/Ac. Higher density apartment and condo products shall follow the multi-family standards below.
- (10) Multi-family standards are provided for apartment and condo products ranging from 15 - 25 DU/AC. Standards for duplex and townhome product are provided above within the SFA standards.
- (11) Parking lot is defined as an area with contiguous spaces for ten (10) or more vehicles that is accessed by one or more drives.
- (12) Non-residential parking requirements will follow the City of Greeley Land Development Code, as amended.
- (13) All setbacks are measured from R.O.W. or property line.
- (14) Allowed side & rear encroachments: Decks, Stairs, Counterforts & Window Wells (3') - Eaves & Bay Windows (2') - Siding & Cladding (0.5')
- (15) Allowed front encroachments: Porches, Decks & Stairs (5') - Eaves & Bay Windows (2') - Siding & Cladding (0.5')

Non-Residential Land Use Development Standards Matrix

Non-Residential		
Standards	MU/CL(6)	MU/CH(6)
Maximum Floor Area Ratio	0.35	0.5
Unobstructed Open Space	20%	20%
Parking	(12)	(12)
Principal Use		
Height	40'	50'
Setback from Arterial from ROW	50'	50'
Setback from Collector from ROW	30'	30'
Setback from Local from ROW	15'	15'
Setback from Private	10'	10'
Setback from Parking Lot	10'	10'
Setback from Property Line	20'	20'
Building Separation	20'	20'
Surface Parking Setback from ROW	20'	20'
Setback from Single Family Detached	40'	40'
Setback from Single Family Attached	20'	20'
Setback from Multi-Family	20'	20'
Accessory Use		
Height	25'	25'
Setback from Collector	30'	30'
Setback from Local	15'	15'
Setback from Private	10'	10'
Setback from Parking Lot	10'	10'
Setback from Property Line	35'	35'

Legend
LDR = Residential Low
MDR = Residential Medium
HDR = Residential High
MU/CL = Mixed Use / Commercial Low
MU/CH = Mixed Use / Commercial High



single family detached residential development standards

Lake Bluff has established an architectural scoring system to provide a vehicle for individual design while ensuring quality and compatibility with the community. All homes in Lake Bluff shall incorporate the following 4 architectural features:

- 1. At least two different materials on the front elevation and any elevation visible from a road. Options include brick, simulated or real stone, stucco, siding or other appropriate materials.
- 2. Use of at least three different colors including trim, accent for front door and shutters (if selected), and base. A minimum of four color packages shall be offered. No two adjacent houses may share the same color package.
- 3. Front yard irrigation and landscaping shall be installed by the builder.
 - a. Builder shall install at least one deciduous tree (2 1/2" caliper minimum) or one evergreen tree (6' tall minimum) and five 5-gallon shrubs in the front setback. Placement of trees on adjacent lots shall vary.
 - b. Wing fencing to be installed by builder with front yard landscaping and shall be consistent in style with all on lot fencing.
- 4. Permanent foundations shall be required.

*Note: These graphic depictions are for illustrative purposes only and are subject to change.



elevation 1



elevation 2



elevation 3

In addition to the required architectural features, builders must select at least six (6) options from the following list of architectural features:

- 1. At least two different materials on all four elevations. Options include brick, simulated or real stone, stucco, vinyl siding, cedar siding or other appropriate material. Masonry may be used as an exclusive material on the front elevation, but the other three elevations must use at least two other treatments. If masonry is used on the front elevation, it must wrap around to a natural break point (with a min. of 2' of wrap) or side-yard fence.
- 2. Use of at least three distinct architectural styles for each product (ie: craftsman, prairie, mountain, traditional, etc.)
- 3. Varying locations and proportions of front porch in a series of four houses on the same block and side of a street.
- 4. Varying location and proportions of garage doors in a series of four houses on the same block and side of a street.
- 5. The width of front elevation differing by more than 2' in a series of four houses on the same block and side of a street.
- 6. Variations in the front plane and roofline.
- 7. Use of roof dormers.
- 8. Variation of building types: ranch, two-story and split level.
- 9. Walkout basements.
- 10. Window shapes that are substantially different, including bay windows.
- 11. At least one bay window on front elevation or any elevation visible from a street.
- 12. Windows with grids or other enhanced treatment on all four elevations.
- 13. At least 2 clerestory windows, or windows w/ transoms above the main window.
- 14. Front door w/ at least one sidelight, transom window, or double door.
- 15. Garage door with a minimum of 3 windows per door.

Differentiation between architectural styles (ie. craftsman, prairie, traditional, etc) should be distinct enough to ensure variety along a streetscape in which multiple elevations are chosen.

- 16. A home design where garage doors do not appear on the front elevation.
- 17. For non-alternately loaded garages; garages that do not protrude more than 5' from main facade.
- 18. Main roof w/ a slope of 6:12 min.
- 19. Front or side porch w/ a min. depth of 5' and a min. floor area of 50 SF.
- 20. Front or side porch w/ at least 2 columns w/ a min. cross section of 8" each.
- 21. Decorative shutters on 80% of the street-facing windows.
- 22. Second story porch, front or side porch of at least 25 SF.
- 23. Rear or side deck of at least 50 SF.
- 24. At least a 16" roof overhang on the front elevation w/ decorative brackets, beams, or exposed rafter ends.
- 25. Decorative material treatment on at least one gable end facing the street.
- 26. At least 100 SF of patterned paving on the subject property.
- 27. Real or simulated chimneys on elevation facing street.
- 28. Front porch lights with 40 watt fixtures or coach lights on posts on all houses.
- 29. Partial basement.
- 30. Rear yard landscaping installed by builder, provided that a rear yard landscape plan is provided as part of the building permit.
- 31. Entire yard fenced by builder prior to certificate of occupancy.
- 32. Additional tree or five 5-gallon shrubs for front yard landscaping.
- 33. 50% of all homes shall have an entry walk from porch/front door to street.
- 34. Minimum of two planes on rear elevations, each plane to have a min. 1' depth variation.
- 35. More than one treatment for the predominant siding (i.e. vinyl, cedar, or other siding material).
- 36. Roofs may be high profile composition shingles such as slate, clay or concrete tile, architectural metal, or dimensional asphalt shingles. No shake roofs shall be permitted. All roofs shall carry a minimum 20-year warranty.
- 37. 15% minimum windows and door openings on the front elevation.

On homes fronting collectors, pocket parks, schools, and entry ways to neighborhoods, at least four of the architectural features must be included on the front elevation. The other two architectural features may be on the rear or sides of the homes.



single family attached (townhome/duplex) residential development standards

All homes shall embody the following architectural features, at a minimum:

- 1. At least two (2) different materials on front elevation and any elevation visible from a public street. Options include brick, simulated or real stone, stucco, siding, or other appropriate materials
- 2. More than one treatment for predominant siding (ie: vinyl, cedar, other)
- 3. Use of at least three (3) different colors, including trim (1 color), accent for front door and shutters (1 color) and base (at least two complimentary colors or contrasting shades). A minimum of four (4) color packages shall be offered. No two adjacent houses shall share the same color package.
- 4. Roofs shall be high profile composition shingles such as slate, clay or concrete tile, or dimensional asphalt shingles. No shake roofs shall be permitted. All roofs shall carry a minimum 30-year warranty.
- 5. Front yard irrigation and landscaping to be installed by builder.

In addition to the minimum architectural requirements, builders must select six (6) options from the following list of architectural features:

- 1. At least two (2) different materials on all four (4) elevations. Options include brick, simulated or real stone, stucco, vinyl siding, cedar siding, or other appropriate materials. Use of masonry only may be used on front elevation, but the other three (3) elevations must use at least two (2) other treatments. If masonry used on front elevation, it must wrap around until a natural break line or side yard fence. Minimum 2ft of wrap is required.
- 2. Varying locations and proportions of front porches for each unit within a building.
- 3. In a series of four (4) units or more within one building, width of front elevation of two adjacent units differing by more than 2ft
- 4. Variations in the front plane and roofline
- 5. Use of roof dormers
- 6. Variation of building types: i.e. one story on the ends with two-story in the center
- 7. Walk-out basements
- 8. Window shapes that are substantially different, including bay windows
- 9. At least one bay window on front elevation or any elevation visible from a street
- 10. Windows with grids on all four elevations
- 11. Front door w/ at least one sidelight, transom window, or double door
- 12. Clay or concrete tile roofs
- 13. Garage door w/ windows and at least 6 panels
- 14. A building design where garage doors do not appear on the front elevation
- 15. Main roof with a slope of 6:12 min.
- 16. Front or side porch w/ a min. depth of 5', width of 8' and a min. floor area of 40 SF.



Multiple materials and colors, along with high profile composition shingle roofs and builder installed front yard landscaping shall be required.

- 17. Front or side porch w/ at least 2 columns with a min. cross section of 8" each
- 18. Decorative shutters on all street facing windows
- 19. Second story porch front or side porch of at least 25 SF
- 20. Rear or side deck of at least 50 SF
- 21. At least a 16 inch roof overhang on the front elevation with decorative brackets, beams, or exposed rafter ends
- 22. Decorative material treatment on at least one gable end facing the street
- 23. At least 10 lineal feet of masonry privacy walls on the subject property
- 24. At least 100 SF of patterned paving on the subject property
- 25. Real or simulated chimneys
- 26. Front porch lights with 40 watt fixtures or coach lights on posts on all houses
- 27. Partial basement
- 28. 50% of all homes shall have an entry walk from porch/front door to street
- 29. Minimum of two planes on rear elevations, each plane to have a min. 1ft depth variation
- 30. Minimum private yard or courtyard of at least 80 SF.
- 31. Non-repetitive front elevation for adjacent units within a building.



Single family attached (townhomes/duplexes) residents that are designed to resemble large single family detached homes (such as manor homes) are encouraged to be included within the community to provide diversity; both architecturally and for varying home ownership opportunities.



Single family attached (townhomes/ duplexes) architecture will include elements to provide visual interest and differentiation such as: a variety of styles and materials, varying roof lines and heights of units within the building, a variety in the width of adjacent units. Varying location and proportion of front porches, window shapes that are substantially different, front doors with sidelights or transoms, and front elevations where garage doors do not appear.



*Note: These graphic depictions are for illustrative purposes only and are subject to change.

multi-family residential development standards

All buildings shall embody the following architectural features, at a minimum:

- 1. At least two (2) different materials on front elevation and any elevation visible from a public street. Options include brick, simulated or real stone, stucco, siding, or other appropriate materials
- 2. More than one treatment for predominant siding (ie: vinyl, cedar, other)
- 3. Use of at least three (3) different complimentary colors throughout the project.
- 4. Roofs shall be high profile composition shingles such as slate, clay or concrete tile, or dimensional asphalt shingles. No shake roofs shall be permitted. All roofs shall carry a 30-year minimum warranty
- 5. A minimum of two planes for the front elevation

Builders must select four (4) options from the following list of architectural features:

- 1. At least two (2) different materials on all four elevations. Options include brick, simulated or real stone, stucco, vinyl siding, cedar siding, or other appropriate materials. Use of masonry only may be used on front elevation, but other three (3) elevations must use at least two other treatments. If masonry used on front elevation, it must wrap around until natural breakline or side yard fence
- 2. Porches and balconies for at least 50% of the units
- 3. Utilizing covered parking for a minimum of 50% of the required parking
- 4. Variations in the front plane and roofline
- 5. Use of roof dormers
- 6. Use of one (1) and two (2) story variations within the same building
- 7. Window shapes that are substantially different, including bay windows
- 8. At least one (1) bay window on front elevation or any elevation visible from a street
- 9. Windows with grids on all four elevations
- 10. Clay or concrete tile roofs
- 11. At least two (2) distinct roof lines
- 12. Decorative shutters on all street facing windows
- 13. At least a 16 inch roof overhang on the front elevation w/ decorative brackets, beams, or exposed rafter ends
- 14. Decorative material treatment on at least one gable end facing the street
- 15. Real or simulated chimneys
- 16. Minimum of two (2) planes on rear and side elevations, each plane to have a min. 1ft depth variation



A variety of different materials and color combination are encouraged within multi-family developments, as are porches and balconies to break down the scale of the buildings.



On larger multi-family buildings, architectural elements such as: variation in building elevation plane, incorporation of high profile roofing materials, real or simulated chimneys and decorative shutters shall be required.



Individual multi-family developments in excess of 200 units shall include amenities such as swimming pools and exercise facilities for their residents.



Creative architecture shall be embraced within the higher density portions of Lake Bluff to ensure interest and diversity within the community.



Note: These graphic depictions are for illustrative purposes only and are subject to change.



Note: These graphic depictions are for illustrative purposes only and are subject to change.

The single family residential design standards included within this PUD are intended to ensure diversity and interest throughout the Lake Bluff Community. From a design standpoint, the quality of the streetscapes and the associated sense of place that they produce are equally important as the individual building standards, and are intended to work in concert with each other to create an appealing community that is comprised of unique neighborhoods that still work together.

At individual neighborhood entries throughout the community, the master developer / metropolitan district shall be responsible for the installation of site walls, neighborhood monumentation, landscape and median islands to ensure a consistent look throughout Lake Bluff.



Variety in color palettes and architectural styles shall be required within given neighborhoods.



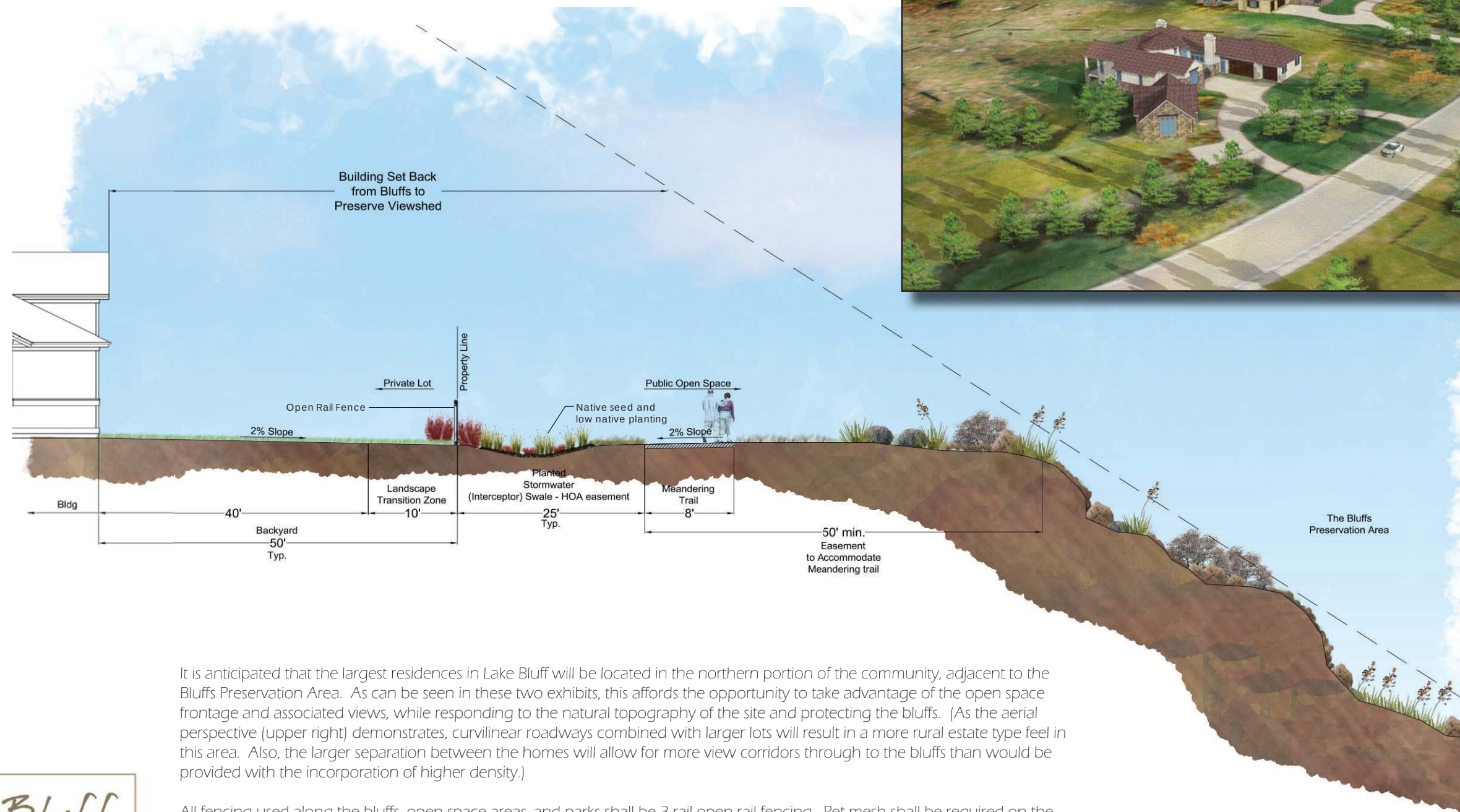
In areas of the community where the backs of houses face collector or arterial streets, enhanced rear elevations that include elements such as: multiple colors and materials, roof line variation, the inclusion of roof dormers, and windows of substantially different shapes and sizes shall be required. Also, increased areas of builder installed community landscaping shall be encouraged as buffer zones adjacent to these residential areas.

Lake Bluff

typical neighborhood
development standards

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January 9, 2020

Typical Bluff Trail Cross Section



Note: This graphic depiction is for illustrative purposes only and is subject to change. It has been included to represent typical community design elements that may be used and are encouraged within Lake Bluff.

Lighting:

All lighting used along the bluffs including the rear yards of the adjoining homes shall be International Dark Sky Association certified in-order to reduce the impacts of wildlife.

It is anticipated that the largest residences in Lake Bluff will be located in the northern portion of the community, adjacent to the Bluffs Preservation Area. As can be seen in these two exhibits, this affords the opportunity to take advantage of the open space frontage and associated views, while responding to the natural topography of the site and protecting the bluffs. (As the aerial perspective (upper right) demonstrates, curvilinear roadways combined with larger lots will result in a more rural estate type feel in this area. Also, the larger separation between the homes will allow for more view corridors through to the bluffs than would be provided with the incorporation of higher density.)

All fencing used along the bluffs, open space areas, and parks shall be 3-rail open rail fencing. Pet mesh shall be required on the interior side of the fence.

The Bluff Preservation Area shall incorporate an average of 50' trail easement and a 25' HOA maintained stormwater swale easement with a meandering trail along the top of the bluffs, as can be seen in this section. This provides an average of 75' from the rear yard line to the top of the bluffs. This setback combined with the 50' rear yard setback to the homes will ensure that any possible "ridgeline effect" associated with the home building envelope in this area will be minimized. Landscape shall be added between the trail and the home in conjunction with a stormwater swale to catch any runoff from the lots before the top of the bluffs. The landscape located in the 25' stormwater swale and in the 10' Landscape Transition Zone shall be made up of native, non-invasive plant material.

Lake Bluff

typical neighborhood
development standards

sheet 13

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landscape standards

SUSTAINABLE LANDSCAPE DESIGN GUIDELINES

These landscape guidelines are intended to compliment the Neighborhood and Architectural Standards included in this PUD document. It is the goal of these standards to help promote sustainable development at Lake Bluff by outlining essential landscape components that complement and enhance community character. Where not specified differently herein, specific planting requirements shall adhere to the City of Greeley Development Code, as amended.

Guiding Principles

The landscape design standards have been created within the context of the western high-plains semi-arid climate in which Lake Bluff is located. The responsible use of natural resources and native materials within this geographic context is important as we develop visually appealing landscape designs to grow with the Lake Bluff community over time. Due to the semi-arid nature of the western high plains, the responsible use of water is essential.

Stewardship – Demonstrate a water conservation landscape approach that successfully blends aesthetic appeal with ecological constraints through a commitment to the use of appropriate plant materials and site sensitive design.

Innovation – Continue to encourage new and flexible landscape solutions that foster sustainable landscapes within the community.

Cost effectiveness – implement design strategies that respect the use of drought tolerant / native plant materials that are



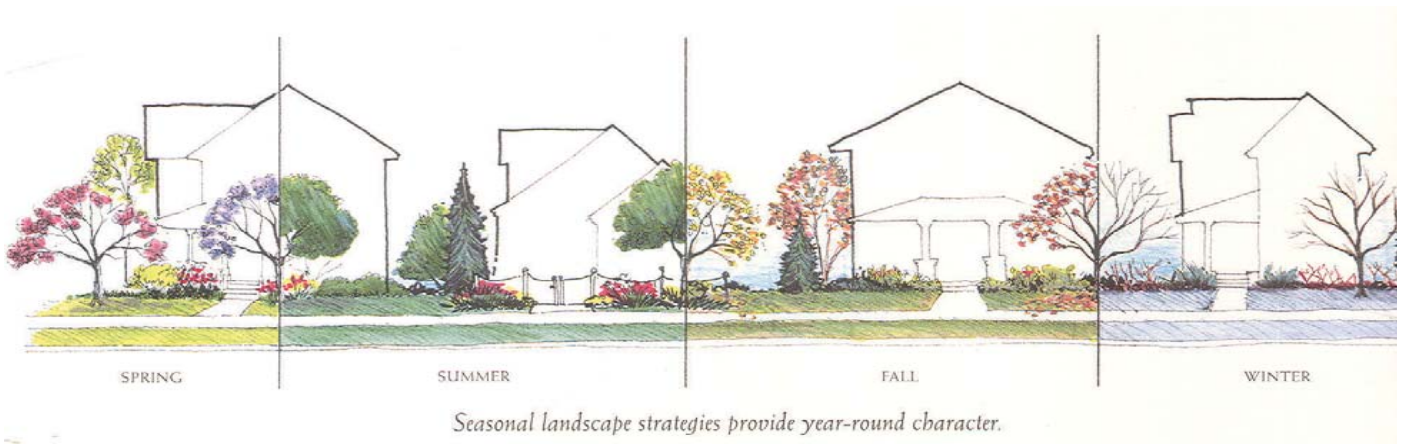
also to ensure diversity with in the plant communities as a means of ensuring resistance to pests commonly associated with monocultures.

As a design inspiration that can be pulled from the prairie, large groupings of native and ornamental



grasses, shrubs, perennials, wildflowers and ground covers are encouraged to be used at Lake Bluff.

These plantings should be arranged to provide strong images of texture, color and contrast in response to their specific setting. In addition, the landscape design utilized throughout the community should reinforce the transitions that occur with respect to both land use and open space. For instance, in areas of higher density and commercial use, a more cultivated formal approach to planting design will provide a complimentary arrangement to the architecture. This approach emphasizes structured and geometric planting patterns that correspond to the site design while creating year round impact. As the community transitions to areas of lower density, a more informal or naturalized landscape pattern shall be encouraged. This approach is characterized by the loose and organic nature of the planting design; while still considering the integration of plant size and texture, as well as seasonal interest and color.



Design Techniques

These design techniques are intended to provide a framework for the implementation of the desired sustainable landscape character.

- Turf grass should be used responsibly to serve a functional purpose as part of a front yard composition. As such, usable lawn areas shall



be designed in combination with planter beds and native ground covers, as opposed to yards that are exclusively composed of turf grass.

- The planter beds used to frame turf grass areas should be predominantly drifts of color and texture with a layered effect from smaller ground covers in the front, to larger shrubs in the back. These planters should be utilized in both front and side yards that are visible



from the street.

- Architecture should be framed by locating trees in the front yards between houses, or along architectural breaks in continuous facades.
- Planting should enhance architectural features such as entrances and bay windows; ornamental trees and perennials should be used to punctuate the entrance sequence; and evergreen vegetation should be utilized



adaptable to the site conditions in which they are used as a means of conserving water and reducing on going maintenance costs.

Generally speaking, the use of native and naturalized plant communities commonly associated with the western high plains region are encouraged. While it is important that we respect this baseline community, it is also essential that additional plant variety be incorporated, not only for aesthetic purposes but

landscape standards

Community Wide Standards

- Planting plans should respond to the architectural style of the associated building, both in terms of plant palette and design style, while not sacrificing the overall streetscape / community feel.

Horizontal Layering:

Horizontal layering shall be encouraged in the landscape design



of Lake Bluff to respond to the differences between the private and public realms. In essence, it should be used to ensure that public space expresses neighborhood identity and safety, while private space relates to the architecture and creates spaces for outdoor living. Through the use of horizontal layering a series of layers can be created to provide clear distinction between public, semi-public and semi-private space. This strategy will also act to create a pedestrian friendly environment through understandable way-finding and the clear articulation of entrances to buildings and public spaces.

Vertical Layering:

Vertical layering in the landscape can also be used to define outdoor spaces and the transition between private and public realms; as well as enhancing the pedestrian experience. Large deciduous trees provide spatial structure and shade. Their canopies provide a sense of enclosure within the street and create the framework for the neighborhoods in which they are planted. Eye level elements provide

a second layer and add human scaled definition through the incorporation of ornamental trees, shrubs, hedges, walls and fences. They are used to provide accents in the landscape

and to create outdoor rooms, spaces and sequences. They also help to link buildings to the ground and can be used as important components in architectural and site entrance sequences. Ground level elements such as paving, ground cover, perennials and turf grass provide the final component in the vertical layering process. They are a critical component in the functioning of outdoor space and their detailing can add to the success of both public and private spaces, as well as the tying of landscape and architecture together.

Water Considerations:

- Rain gardens are encouraged to be integrated into residential landscapes to accommodate the infiltration of rainwater runoff into the landscape.
- Plants should be grouped into planting areas with similar water requirements to promote efficiency with respect to irrigation and management.
- Low water use and native plants shall be used within all plant palettes.
- Plan for efficient irrigation systems, using drip systems whenever feasible.
- Design for a low water, low-maintenance approach.
- Select plant material that will naturalize requiring water on an as-needed basis.
- The use of mulches to retain moisture in the soil shall be required.
- Plants must be selected from www.watersmartplants.com/gre



Street tree requirements

Street tree planting is required along all public streets, with spacing of 40' on center, and a minimum size of 2" caliper. Builders must provide deciduous canopy trees aligned parallel to the curb and centered in tree lawn, planter, or median as applicable. Tree species should be chosen for the location in which they are being placed. For instance, median trees should be more tolerant of harsh and dryer conditions, while trees located within storm water improvement areas should be tolerant of moist conditions.

An overall street tree planting plan shall be designed for each neighborhood at Lake Bluff to ensure that an appropriate mix of character and species diversity is achieved throughout the community. Builders shall be required to plant trees in accordance with the applicable neighborhood planting plan. The builder is required to notify all utility companies prior to excavation and installation of street trees. When feasible, street trees shall be located at least 10' away from adjacent light poles and utility structures.

Drip irrigation shall be provided to all street trees in tree lawns and medians, that do not receive overspray from turf grass areas.



In an effort to reinforce the important open space areas integrated throughout the community, in areas with public streets adjacent to naturalized open space, variety in the street tree spacing shall be encouraged. Groupings of trees shall be placed in random patterns in groups of odd numbered quantities to correspond to the interface between the street and the open space area. The number of trees required in such groupings shall be determined by dividing the linear frontage of street adjacent to the open space by 40.

Massing & Order

In public spaces at Lake Bluff, trees, shrubs, perennials, ornamental grasses, ground covers and vines should be massed to define outdoor spaces, reinforce the primary entry and enhance the architectural design, the street and the neighborhood. Massing of plants into cohesive groups is highly recommended to provide strong images of texture, color and contrast throughout the community. In private residential spaces and courtyards, the planting design may be more diverse



and varied in response to the scale and intimacy of the space. Generally speaking, larger outdoor spaces should use massing of plant species to create drifts of form, color and texture, while smaller spaces should utilize more detailed planting design, in response to the scale of the space.

Seasonal Landscape

Public space planting zones should be designed to provide seasonal color and interest throughout the year. In making proper plant selections, ensure that plant groupings have the maximum amount of bloom coverage throughout each season. Refer to the included plant list for blooming / seasonal interest information. Use evergreen plant material as accents to punctuate entrances, screen utilities and provide year color and interest.



landscape standards

Soils

Along with proper plant selection and watering schedule, soil preparation is essential for success of newly installed landscapes. Planting beds must be treated and prepared before installation of landscape and irrigation system. Generally speaking, proper soil preparation includes the following:

- Test existing soil in landscape area for mineral and organic matter content to determine proper soil amendments based on results of soil test.
- Till existing soil in landscape area to approximately 6" (inch) depth to aerate soil compacted during construction.
- Apply soil amendments evenly over landscape area to a depth of 2"-3" (inches) of compost, fertilizer or appropriate organic material. Till soil amendments into the existing soil to a depth of 3"-5" (inches).
- Modify non-percolating tree pits in order to provide adequate drainage.

Site specific soil preparation specifications will be provided on individual landscape plans that respond to the conditions of the site.



Mulching

Mulching is required to assist with moisture retention in planting beds. Mulching also helps to establish healthy root systems in newly planted landscapes, reduce weeds, and protect plants for maintenance damage.



Due to the organic composition and water retention capabilities, fibrous wood mulch is the preferred mulching material for planting beds. However, it is recognized that various site conditions such as drainage and wind, not to mention aesthetic reasons, may preclude the use of wood mulch in all areas. As such, some

landscape areas may be better suited to alternative mulching applications such as natural colored rock mulch, river cobble mulch, and recycled rubber mulch. Use of these materials should be considered only in areas not well suited for fibrous wood mulch, since they are less hospitable to plant growth.

A continuous edger shall be installed between all planting beds and adjacent turf grass areas. When a lawn is not present, an edger is not required.

Continuous commercial grade weed barrier shall be installed in planting beds at the time of planting, where appropriate.

Canopy, ornamental and evergreen trees shall have a mulch ring installed at the base of the tree at the time of planting. This mulch ring shall have a minimum radius of 2 feet as measured from the center of the tree trunk, and it should be of organic material to a minimum depth of 3 inches.

Irrigation

All properties at Lake Bluff shall be equipped with an automatic irrigation system. On residential properties this irrigation system shall be builder installed in conjunction with the front yard landscaping. The system shall include an automatic irrigation controller and shall be expandable to include any side and rear lot landscaping added by the homeowner.

All trees, shrub and perennial beds and ground cover areas shall be irrigated with a drip or sub-surface drip irrigation system. Lawn areas shall be irrigated with a pop up spray system, but should be minimized as much as is practicable.

Use of rain / moisture sensors with automatic control systems shall be utilized for the irrigation of all public spaces.

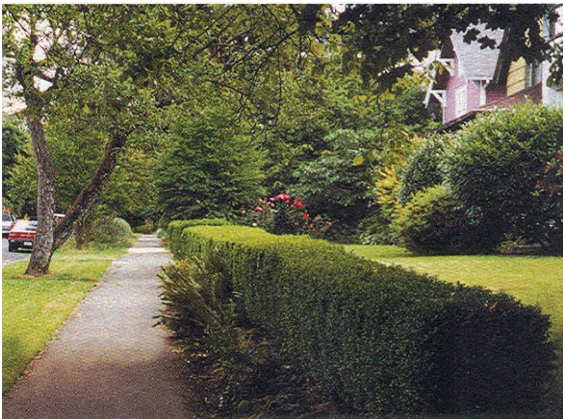
If it is determined that a non-potable irrigation system is a feasible option for inclusion within the Lake Bluff community, such integration shall be used.

Materials required by local codes shall be utilized for installation of all potable and non-potable water meter and vault, tap and associated piping.



Property Definition

a) Hedges - Hedges are optional for use in defining property at Lake Bluff. When used, they must be continuous along the front and side property lines along a street. In portions of the property in front of the architectural plane of the house closest to the street, the maximum allowable height of any hedge is 36" (inches). Along side and rear property lines (behind the front plane of the house), the maximum allowable height of any hedge is 60" (inches).



b) Walls – Walls may be used to create privacy and extend architectural character elements into the landscape. The use of walls are optional at Lake Bluff, but may be utilized to create courtyard spaces both in association with commercial and residential applications. Also, they may be used define property ownership under certain conditions

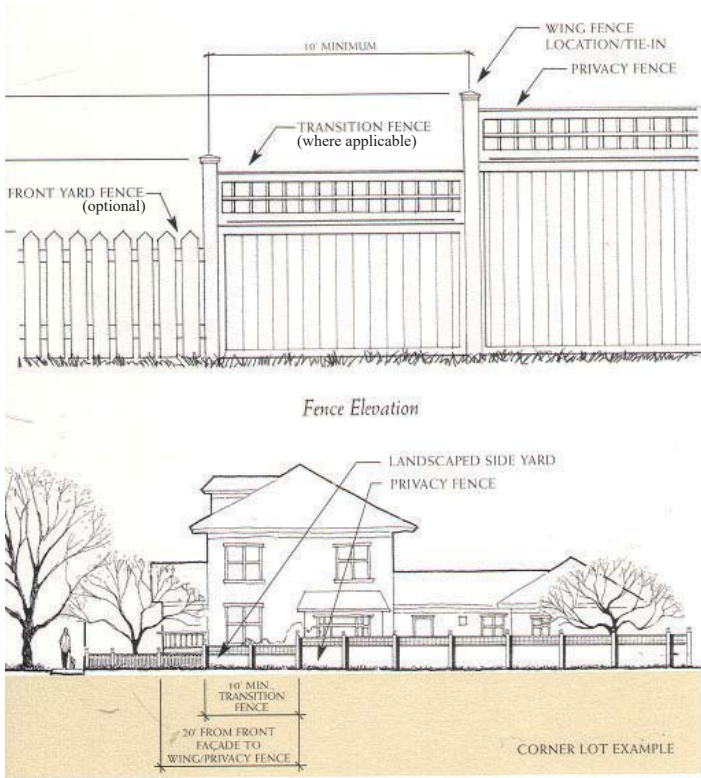
In residential applications on portions of the property in front of the architectural plane of the house closest to the street, the maximum allowable height of any wall is 36" (inches). Decorative metal fencing may be added to the top of the low wall to define the public and semi-public realm, but the combined height of the wall and fencing shall not exceed 36" (inches) in height. Along side property lines (adjacent to the principal structure of the house), the maximum allowable height of any wall is 54" (inches). Along the side and rear

property lines (behind the rear façade of the principal structure), the maximum allowable height of any wall is 72" (inches).

All proposed wall designs must use stone, masonry, or appropriate principal building materials and are subject to review and approval by the Design Review Committee.

c) Fencing – Fencing further defines private space around residential structures, and should be designed to coordinate with the architectural style, color, and materials of the house as much as possible.

Ensure that the design and installation of front, side, and rear yard fencing, as well as low walls and hedges does not interfere with intersection site distance triangles or AASHTO's stopping site distance requirements.



No plant material with mature growth greater than three (3) feet in height shall be planted within potable water, sanitary sewer, or non-potable irrigation easements. [Volume III, Section 2.05(A)]

No shrubs shall be planted within five (5) feet or trees within ten (10) feet of potable and non-potable water meters, fire hydrants, sanitary sewer manholes, or potable water, sanitary sewer, and non-potable irrigation mains and services. [Volume III, Section 2.05(B)]

Automatic irrigation system shall be equipped with an automatic rain detection device. [Chapter 18.44.100.3.b]

landscape standards

Fencing Location & Specifications:

- Wing Fencing – at least 3’ back from the front building façade; or at an appropriate architectural feature perpendicular to the house.
- Wing Fencing on Corner Lot – at least 5’ back from the front building façade; or at an appropriate architectural feature perpendicular to the house.
- Rear Yard – on property line or within 4’ of property line.
- Side Yard – on property line or where appropriately located in conjunction with zero lot line product and associated shared use easements.
- Maximum Height
 - Front yard fence = 36” maximum
 - Wing & Transition fence = 54” maximum
 - Rear and side yard fence = 72” maximum
- Material – Wood, Vinyl, Masonry or Iron
- Finish – semi-transparent or solid color stain, latex acrylic stain, or suitable outdoor paint.
- Privacy fencing must incorporate a gate to access the rear yard on front loaded lots, and an additional gate to access the alley on alley loaded lots.
- Incorporation of an articulation change in the top 12” – 18” of a fence facing a public street or alley is encouraged.
- On sloping sites, fencing shall be level along the top of the fence with adjustment for grades being made either along the bottom rail, or by stepping fence sections.
- Open rail fencing shall be utilized adjacent to all open space and parks.
- A 10’ min. fence transition shall be provided between rear yard fencing and front yard fencing where applicable.

Bike Racks:



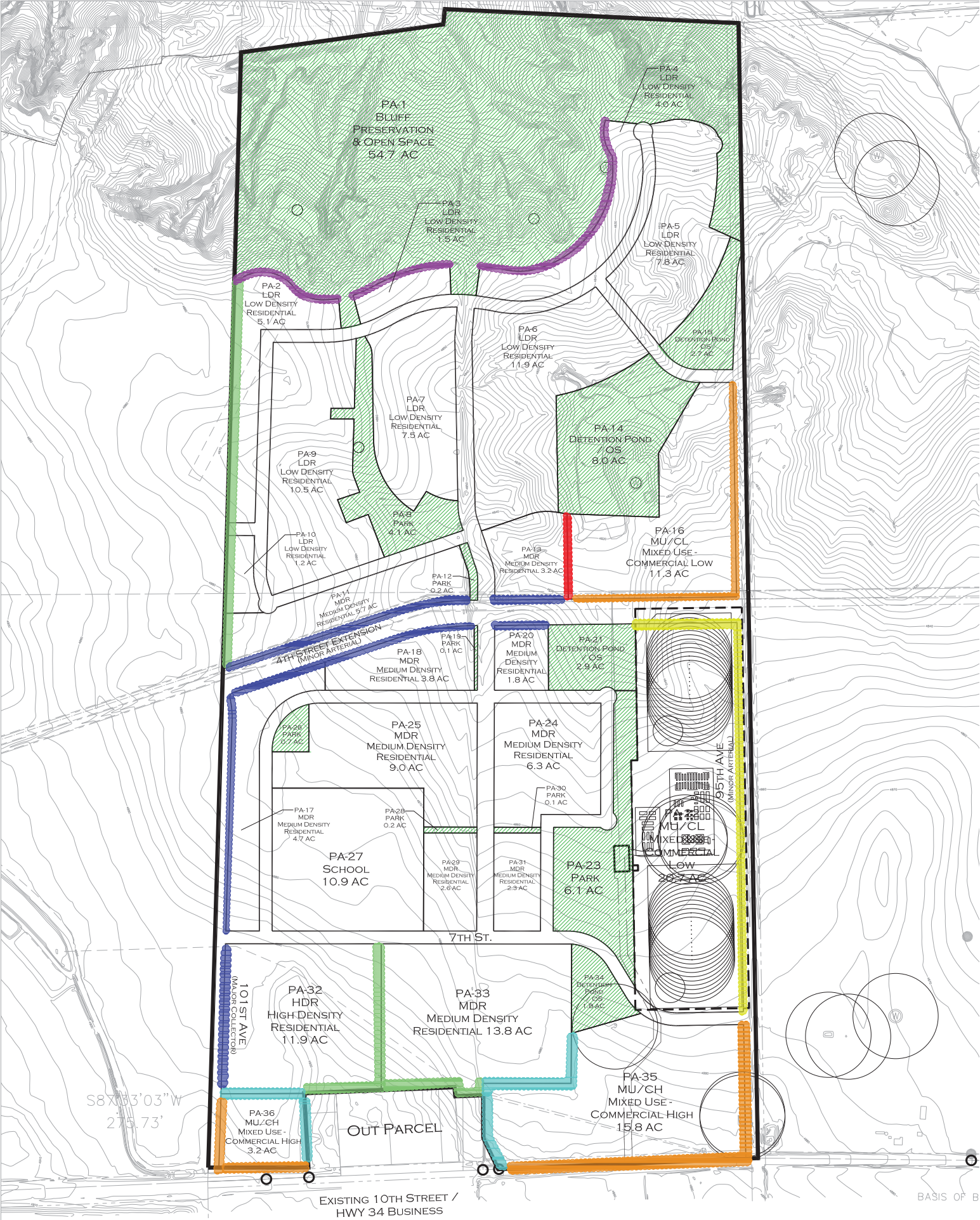
Development Commitments Matrix					
Area / Improvement	Plan Preparation and Approval	Construction Timing	Construction Responsibility	Maintenance Responsibility	Ownership
Bluff Preservation Open Space	Area to be dedicated will be determined in conjunction with the final plan / final plat for this area.	T.B.D	T.B.D	City of Greeley	City of Greeley
Regional Trail in Bluff Preservation Area (8' Soft Surface)	Area to be dedicated will be determined in conjunction with the final plan / final plat for this area.	The Regional Trail should be constructed when 50% of the lots in PA-3 & PA-4 have building permits in place.	T.B.D	City of Greeley	City of Greeley
City Park PA-23	Area to be dedicated will be determined in conjunction with the final plan / final plat for this area.	The Neighborhood Park in PA-23 should be constructed when 50% of the lots in PA-24 & PA-31 have building permits in place.	T.B.D	City of Greeley	City of Greeley
City Park PA-8	Area to be dedicated will be determined in conjunction with the final plan / final plat for this area.	The Neighborhood Park in PA-8 should be constructed when 50% of the lots in PA-7 & PA-9 have building permits in place.	T.B.D	City of Greeley	City of Greeley
Pocket Parks	Final landscape plans will be completed in conjunction with the final plan as required for each specific portion of Lake Bluff being developed at that time.	Pocket parks will be constructed when 50% of the building permits are in place within the PA parcel where the respective pocket park exists.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	Lake Bluff Metropolitan District(s) or H.O.A.	Lake Bluff Metropolitan District(s) or H.O.A.
Internal Community Trails	Final landscape plans will be completed in conjunction with the final plan as required for each specific portion of Lake Bluff being developed at that time.	Internal community trails will be constructed concurrent with the parks and adjacent infrastructure to them.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	Lake Bluff Metropolitan District(s) or H.O.A.	Lake Bluff Metropolitan District(s) or H.O.A.
10th Street Road and Signal Improvements	Final roadway plans will be prepared per CDOT standards for the 10th St. ROW.	Work to be completed per the triggers specified in the Traffic Impact Study and/or as identified by CDOT.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	City of Greeley	City of Greeley
Roadways	Final roadway plans will be prepared per City of Greeley standards as required for each specific portion of Lake Bluff being developed at that time.	Roadways shall be constructed per approved final construction plans prior to issuance of the 1st building permit for the specific portion of Lake Bluff being developed at that time.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	City of Greeley	City of Greeley
Utilities	Utilities will be designed per City of Greeley standards as required for each specific portion of Lake Bluff being developed at that time.	Utilities shall be constructed per approved final construction plans prior to issuance of the 1st building permit for the specific portion of Lake Bluff being developed at that time.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	City of Greeley	City of Greeley
Storm Sewer Facilities	Storm Sewer will be designed per City of Greeley standards as required for each specific portion of Lake Bluff being developed at that time.	Storm Sewer shall be constructed per approved final construction plans prior to issuance of the 1st building permit for the specific portion of Lake Bluff being developed at that time.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	City of Greeley	City of Greeley
Storm Sewer Facilities (Ponds)	Ponds will be designed per City of Greeley standards as required for each specific portion of Lake Bluff being developed at that time.	Ponds shall be constructed per approved final construction plans prior to issuance of the 1st building permit for the specific portion of Lake Bluff being developed at that time.	Greeley-Rothe LLC, its successors & assigns or the Lake Bluff Metropolitan District(s)	Lake Bluff Metropolitan District(s) or H.O.A.	Lake Bluff Metropolitan District(s) or H.O.A.

Bike racks should be located through out the community especially at gathering locations such as parks, schools and commercial areas.

Bike racks will be required at prograded activity areas located in parks. Quantities and location of bike racks to be determined with the City of Greeley Parks Department.

The location and quantity of bike racks at school locations will be coordinated with the Windsor School District.

Commercial buildings under 50,000sq ft. shall have 1 bike parking space per 5,000 sq. ft. GFA. Commercial buildings 50,000sq ft. or grater hall have 1 bike parking space per 7,000 sq ft. GFA. Minimum requirement is 2 spaces.



- BUFFER 'A' PER CHAPTER 18.44
- BUFFER 'B' PER CHAPTER 18.44
- BUFFER 'D' PER CHAPTER 18.44
- BUFFER 'BLUFFS' PER PUD
- BUFFER BY OTHERS
- PERIMETER TREATMENT COMMERCIAL PER CHAPTER 18.44
- PERIMETER TREATMENT 'RESIDENTIAL' PER CHAPTER 18.44
- PARK & OPEN SPACE

preliminary landscape plan
scale: nts



Note: Specific buffer and perimeter planting requirements shall adhere to the City of Greeley Development Code, as amended.

SYM	DESCRIPTION
---	TRAIL CIRCULATION (6' TYP)
---	TRAIL CIRCULATION (8' TYP, SOFT SURFACE)
---	PEDESTRIAN SIDEWALK CIRCULATION (SEE STREET SECTIONS)
---	10' SIDE PATH

Possible off site
trail connection



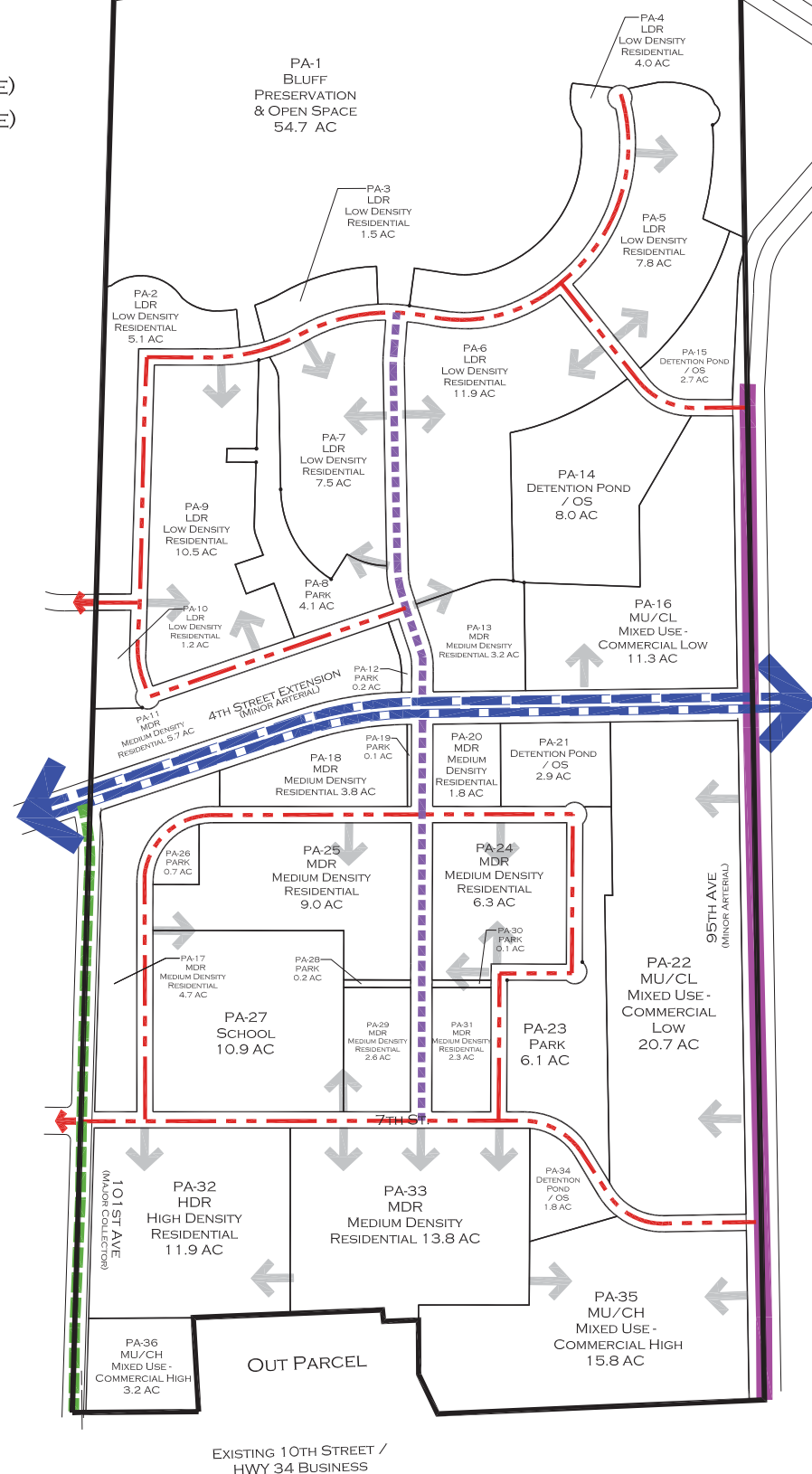
pedestrian circulation system

Planning for a successful vehicular and pedestrian circulation system is a fundamental component of the design of Lake Bluff. The creation of active, pedestrian friendly streets is instrumental in the success of this project. The circulation system is made up of an interconnected network of streets and walks that create multiple routes for cars, bikes, and pedestrians to move throughout the community. Sidewalks, walkways, and trails are the most basic element of pedestrian friendly environments, and we have worked to ensure a connectedness between all of these elements at Lake Bluff. The proposed street sections accommodate generous sidewalks and bike lane connections at many levels. The open space system and planned trail corridors add a further layer of pedestrian connectivity to the community. At Lake Bluff we realize that vehicular travel will play an important role in our resident's lives, but we are also striving to provide a pleasant and safe environment for alternative modes of travel that are supportive of the mix of uses present within the community. Trails will be dedicated per the Commitment Matrix.

The street and vehicular circulation system at Lake Bluff will be a modified grid system. In this regard, it will provide the benefits associated with a grid system while responding to the natural topography of the site.

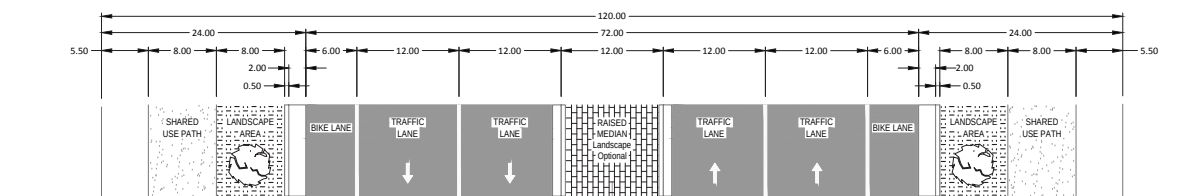
Also, there will be a definitive hierarchy present within the street system. Per the North Front Range Metropolitan Planning Organization's long range traffic and planning study, Lake Bluff will contain an east-west minor arterial in the form of the 4th Street extension from 10th Street; as well as a north-south minor arterial in 95th Avenue. The project will also include an anticipated collector roadway in 101st Ave, which will connect to the eastern most Promontory entrance. In this regard, the network of local streets utilized throughout the Lake Bluff community will have multiple points of connection and outstanding access to the greater Greeley and Weld County area.

Connection of 7th Street east to 95th Ave may require abandonment of existing oil & gas facilities, and as such, may occur well into the future.

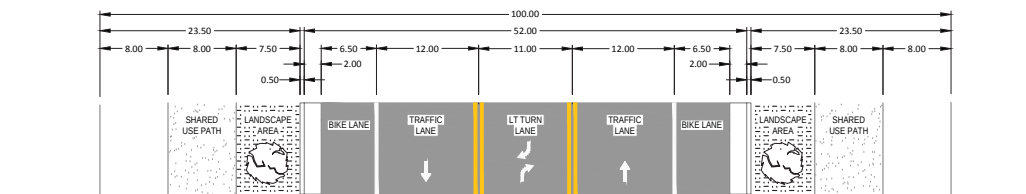


Max cross slopes for roads to be 2%

Road centerline slopes: Min = 0.7%, Max = 7%

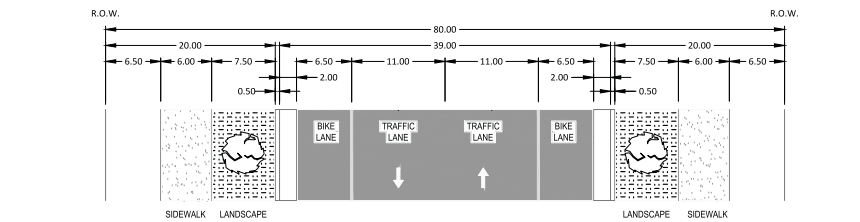


Minor Arterial 4-Lane with Raised Median R.O.W. IMPROVEMENT

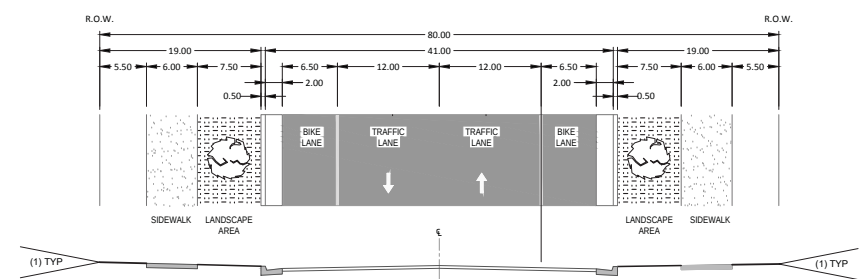


Minor Arterial 2-Lane With Continuous Left Turn

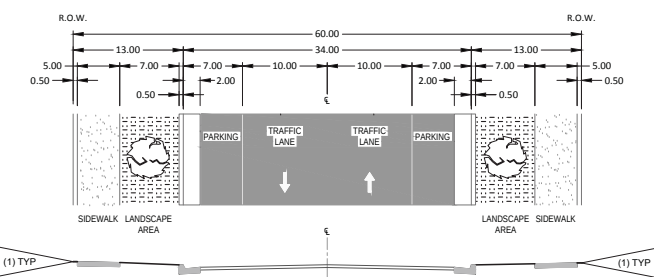
R.O.W. IMPROVEMENT



Major Collector 2-Lane Without Parking
R.O.W. IMPROVEMENT



Minor Collector 2-Lane Without Parking
R.O.W. IMPROVEMENT



Local Residential - Up to 1,500 Vehicles Per Day
R.O.W. IMPROVEMENT

- NOTES:**
1. ADDITIONAL RIGHT-OF-WAY NEEDED IF MEDIAN WIDTH IS INCREASED.
 2. MEDIAN SHALL HAVE A BREAK EVERY 500 FEET FOR VEHICULAR TRAFFIC.
 3. CUT AND FILL SLOPES SHALL BE A MAXIMUM OF 4:1.
 4. RIGHT-OF-WAY AND EASEMENT AREAS SHALL BE GRADED (CUT AND FILL) TO SUBGRADE (+/-0.5') PRIOR TO AND AFTER UTILITY INSTALLATION.
 5. NORMAL CROWN SLOPE IS 2% WITH SPECIAL DESIGN REVIEW, 1% TO 5% IS ALLOWABLE AT TRANSITION AND OTHER NON-NORMAL SECTIONS.
 6. ADDITIONAL RIGHT-OF-WAY WILL BE NEEDED FOR RIGHT TURN LANES WHERE WARRANTED.

- NOTES:**
1. CUT AND FILL SLOPES SHALL BE A MAXIMUM OF 4:1.
 2. RIGHT-OF-WAY AND EASEMENT AREAS SHALL BE GRADED (CUT AND FILL) TO SUBGRADE (+/-0.5') PRIOR TO AND AFTER UTILITY INSTALLATION.
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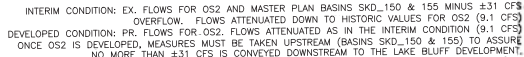
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 3. NORMAL CROWN SLOPE IS 2% WITH SPECIAL DESIGN REVIEW, 1% TO 5% IS ALLOWABLE AT TRANSITION AND OTHER NON-NORMAL SECTIONS.
 4. VERTICAL FACE CURB AND GUTTER IS REQUIRED ON ALL NEW LOCAL STREETS IN NEW SUBDIVISIONS.



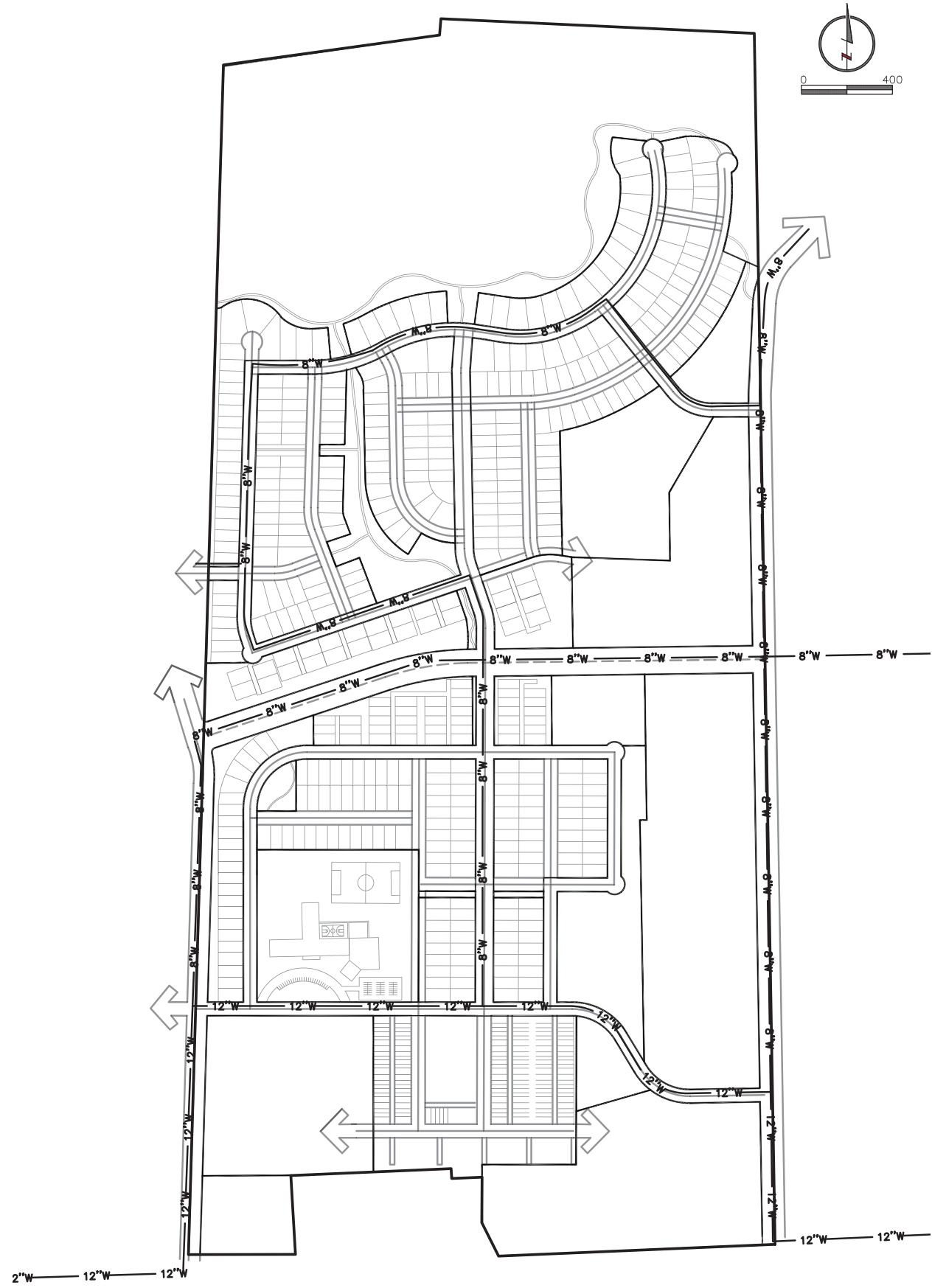
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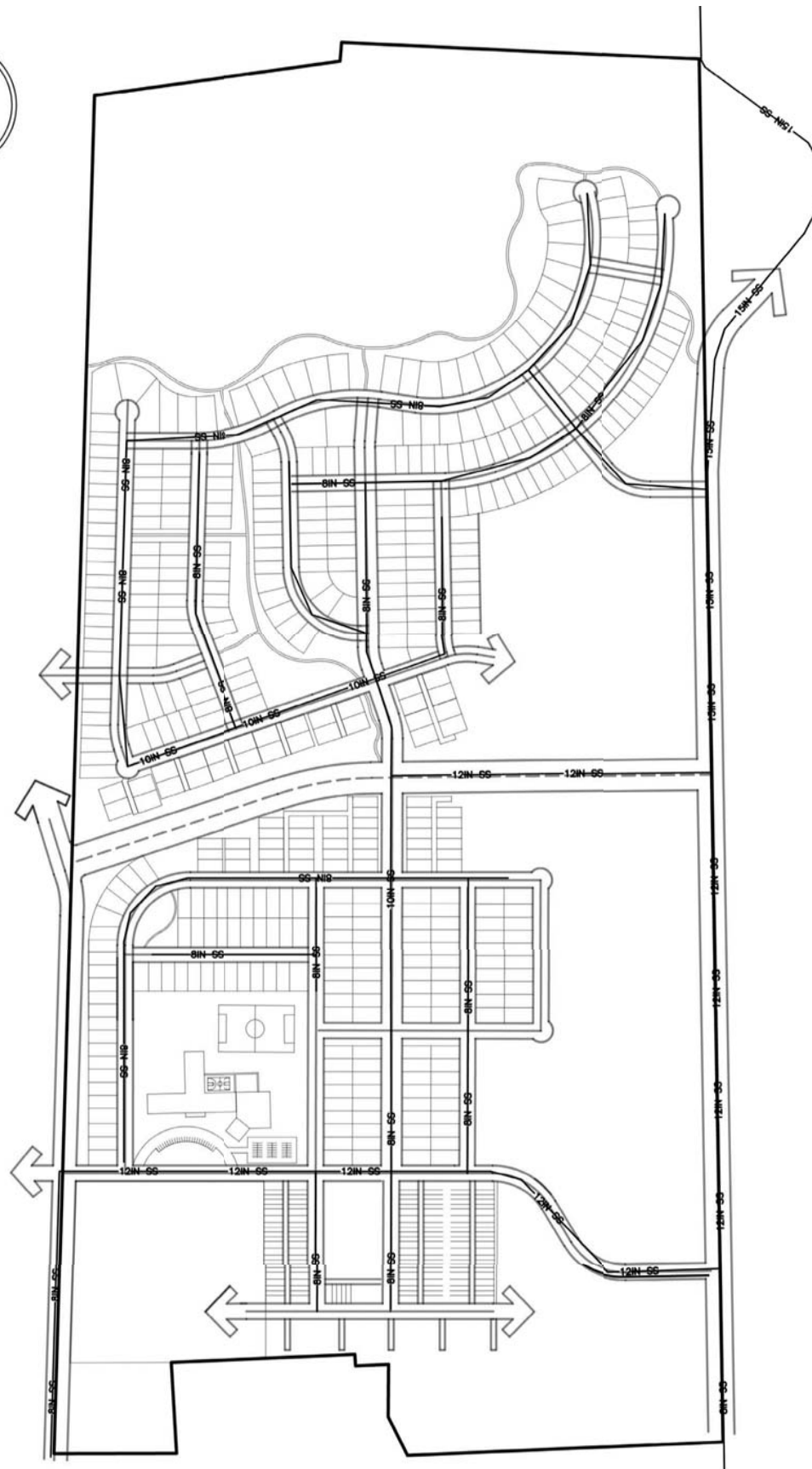


Lake Bluff



Lake Bluff

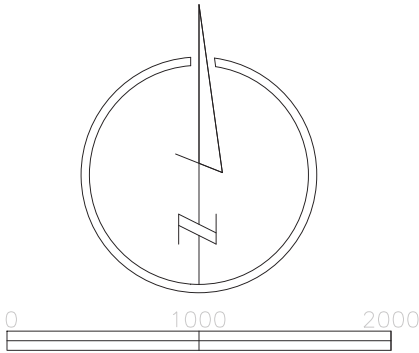
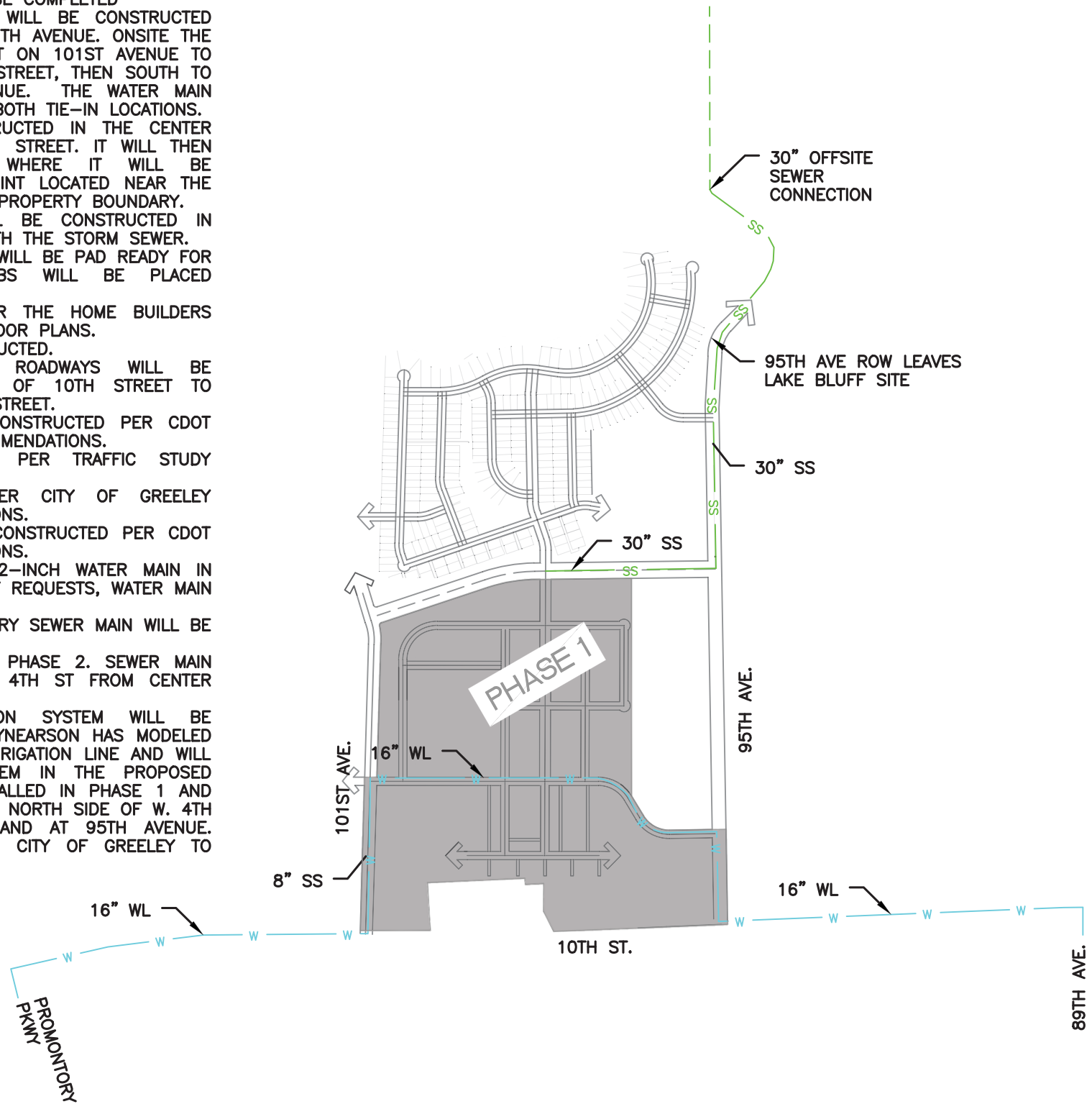




Lake Bluff

PHASE 1 EXPLANATION OF DESIGN WORK TO BE COMPLETED

1. 16-INCH WATER MAIN IN 10TH STREET WILL BE CONSTRUCTED FROM PROMONTORY PARKWAY EAST TO 89TH AVENUE. ONSITE THE MAIN WILL GO NORTH FROM 10TH STREET ON 101ST AVENUE TO 7TH STREET, ALONG 7TH EAST TO 95TH STREET, THEN SOUTH TO 10TH STREET THEN EAST TO 89TH AVENUE. THE WATER MAIN WILL BE BORED UNDER 10TH STREET AT BOTH TIE-IN LOCATIONS.
2. SANITARY SEWER MAIN WILL BE CONSTRUCTED IN THE CENTER ROAD FROM 7TH STREET NORTH TO 4TH STREET. IT WILL THEN CONNECT OVER TO 95TH AVENUE WHERE IT WILL BE CONSTRUCTED NORTH TO THE TIE-IN POINT LOCATED NEAR THE NORTHEAST CORNER OF THE LAKE BLUFF PROPERTY BOUNDARY.
3. ALL UTILITY MAINS AND SERVICES WILL BE CONSTRUCTED IN PHASE 1 AND ANY PONDS ASSOCIATED WITH THE STORM SEWER.
4. COMMERCIAL SITES WILL BE GRADED AND WILL BE PAD READY FOR FUTURE LAND OWNERS. UTILITY STUBS WILL BE PLACED APPROXIMATELY 5- FEET INTO THE LOTS.
5. RESIDENTIAL LOTS WILL BE GRADED PER THE HOME BUILDERS REQUEST TO ACCOMMODATE PROPOSED FLOOR PLANS.
6. ALL INTERNAL ROADWAYS WILL BE CONSTRUCTED.
7. 101ST AVENUE AND 95TH AVENUE ROADWAYS WILL BE CONSTRUCTED FROM THE INTERSECTION OF 10TH STREET TO APPROXIMATELY 10 FEET NORTH OF 7TH STREET.
8. INTERSECTIONS ON 10TH ST WILL BE CONSTRUCTED PER CDOT REQUIREMENTS AND TRAFFIC STUDY RECOMMENDATIONS.
9. TRAFFIC SIGNALS WILL BE INSTALLED PER TRAFFIC STUDY RECOMMENDATIONS.
10. ALL WORK TO BE CONSTRUCTED PER CITY OF GREELEY ENGINEERING STANDARDS AND SPECIFICATIONS.
11. WORK IN ROW ON 10TH ST WILL BE CONSTRUCTED PER CDOT ENGINEERING STANDARDS AND SPECIFICATIONS.
12. CALCULATIONS FOR SITE DETERMINED 12-INCH WATER MAIN IN 10TH ST REQUIRED. PER CITY OF GREELEY REQUESTS, WATER MAIN WILL BE UPSIZED TO 16-INCH LINE.
13. PER CITY OF GREELEY REQUESTS, SANITARY SEWER MAIN WILL BE UPSIZED TO 30-INCH LINE.
14. 4TH STREET WILL BE CONSTRUCTED IN PHASE 2. SEWER MAIN WILL BE CONSTRUCTED IN PHASE 1 IN 4TH ST FROM CENTER ROAD TO 95TH AVE.
15. A SEPARATE NON-POTABLE IRRIGATION SYSTEM WILL BE DESIGNED FOR THE ENTIRE SITE. LAMP RYNEARSON HAS MODELED THE LINE TO BE A PROPOSED 8-INCH IRRIGATION LINE AND WILL RUN PARALLEL TO THE POTABLE SYSTEM IN THE PROPOSED ROADWAYS. THE IRRIGATION WILL BE INSTALLED IN PHASE 1 AND THE STUB-OUTS WILL BE PLACED ON THE NORTH SIDE OF W. 4TH STREET AT THE CENTER LOCAL ROAD AND AT 95TH AVENUE. COORDINATION WILL BE DONE WITH THE CITY OF GREELEY TO ENSURE PROPER CRITERIA IS MET.



PHASE 2 EXPLANATION OF DESIGN WORK TO BE COMPLETED

1. 12-INCH WATER MAIN IN 4TH STREET WILL BE CONSTRUCTED FROM 101ST AVENUE EAST TO THE PROJECTED INTERSECTION OF 83RD AVENUE AND 4TH STREET. STUBS WILL BE PROVIDED AT BOTH ENDS FOR FUTURE EXTENSIONS.
2. ALL UTILITY MAINS AND SERVICES WILL BE CONSTRUCTED IN PHASE 2 AND ANY PONDS ASSOCIATED WITH THE STORM SEWER.
3. RESIDENTIAL LOTS WILL BE GRADED PER THE HOME BUILDERS REQUEST TO ACCOMMODATE PROPOSED FLOOR PLANS.
4. 101ST AVENUE WILL BE CONSTRUCTED FROM 7TH STREET NORTH TO 4TH STREET
5. 95TH AVENUE WILL BE CONSTRUCTED FROM 7TH STREET NORTH TO THE NE CORNER OF THE SITE WHERE 95TH ST VEERS EAST FROM SITE.
6. ALL INTERNAL ROADWAYS WILL BE CONSTRUCTED.
7. ALL WORK TO BE CONSTRUCTED PER CITY OF GREELEY ENGINEERING STANDARDS AND SPECIFICATIONS.
8. CALCULATIONS FOR SITE DETERMINED 8-INCH WATER MAIN IN 4TH ST REQUIRED. PER CITY OF GREELEY REQUIREMENTS, WATER MAIN WILL BE UPSIZED TO 12-INCH LINE.
9. PER CITY OF GREELEY REQUIREMENTS, SEWER MAIN WILL BE UPSIZED TO 30-INCH LINE.
10. 4TH STREET WILL BE CONSTRUCTED INCLUDING WATER AND SEWER MAINS IN PHASE 2. WATER MAIN WILL ALSO BE CONSTRUCTED IN PHASE 2 FROM 7TH ST TO 4TH ST IN 101ST AVE.
11. LAMP RYNEARSON HAS MODELED THE NON-POTABLE IRRIGATION LINE TO BE A PROPOSED 8-INCH LINE, AND WILL RUN PARALLEL TO THE POTABLE SYSTEM IN THE PROPOSED ROADWAYS. THE IRRIGATION WILL BE INSTALLED IN PHASE 2 AND TIE INTO THE STUBS FROM PHASE 1. STUB-OUTS WILL BE PROVIDED AT THE WEST PROPERTY LINE IN THE LOCAL ROADWAY AND AT THE EAST PROPERTY LINE AT THE INTERSECTION OF 95TH AVENUE AND THE PROPOSED LOCAL ROAD.



Lake Bluff Rezone and Preliminary PUD

ZON2020-0001 & PUD2018-0010

City Council 1st Reading | February 18, 2020
City Council 2nd Reading | March 3, 2020

Brittany Hathaway, Planner III



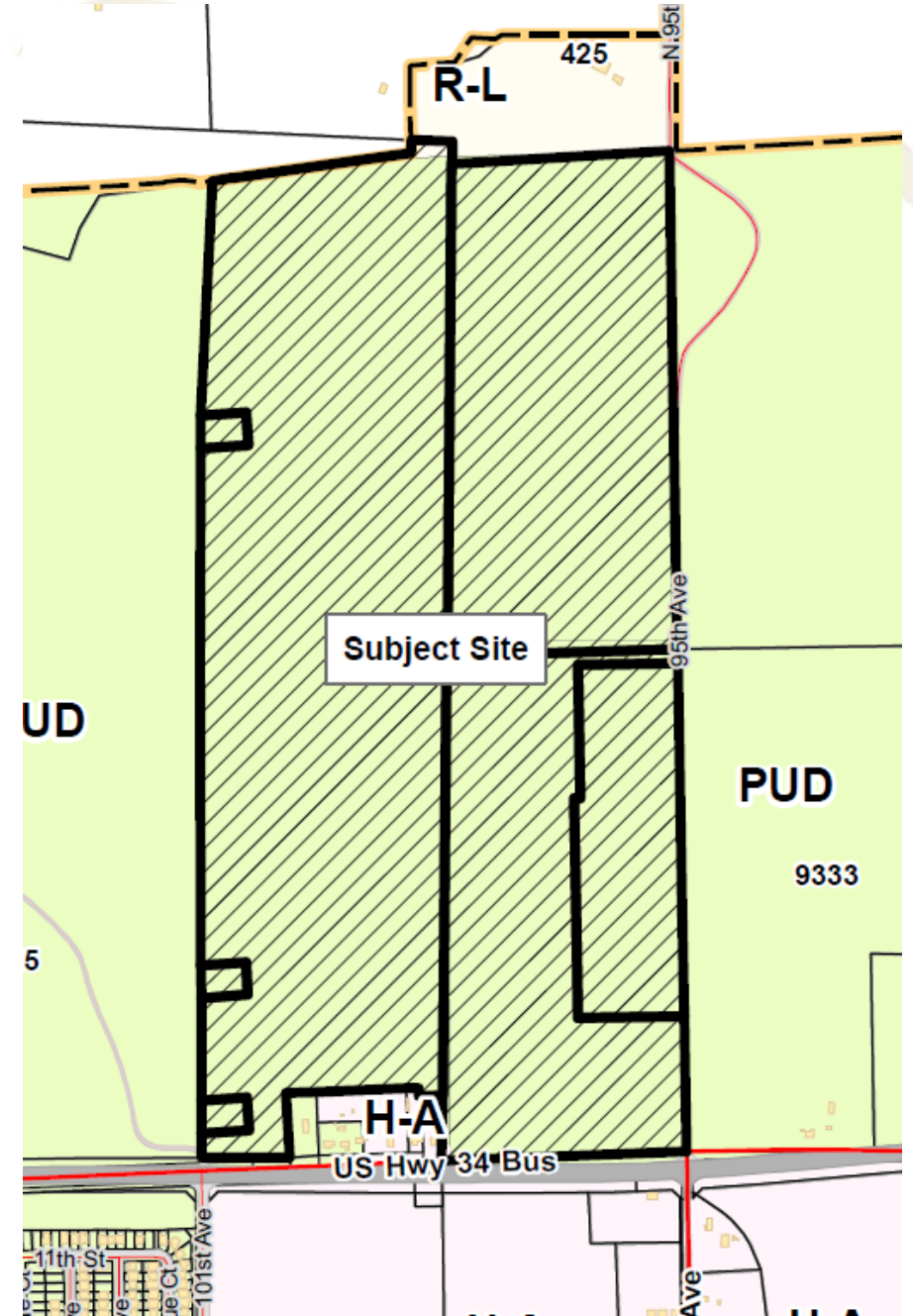
Request

- **Rezone approximately 295 acres from PUD to PUD (ZON2020-0001).**
 - Rezone required as existing PUD zoning has expired.
 - Original Lake Bluff PUD's (2009 & 2013) did not finalize.
 - *A final PUD is required within 2 years of Preliminary PUD approval.*
- **Preliminary Planned Unit Development (PUD) Plan (PUD2018-0010).**
 - Consists of a portion of the original Lake Bluff PUD.
 - Establish zoning and uses.
 - Preliminary Plat and Plans forthcoming and will be brought to the Planning Commission for approval.



Surrounding Zoning

- North: R-L and Weld County A AG
- South: H-A and PUD (original expired Lake Bluff PUD)
- East: PUD (original expired Lake Bluff PUD)
- West: PUD (original expired Lake Bluff PUD)



Surrounding Land Uses

- North: Agricultural and a large lot single-family residence
- South: Single-family residential and agricultural
- *Promontory PUD (residential and commercial uses) is also located to the southwest of the project.*
- East: Agricultural
- West: Agricultural



Site Photos

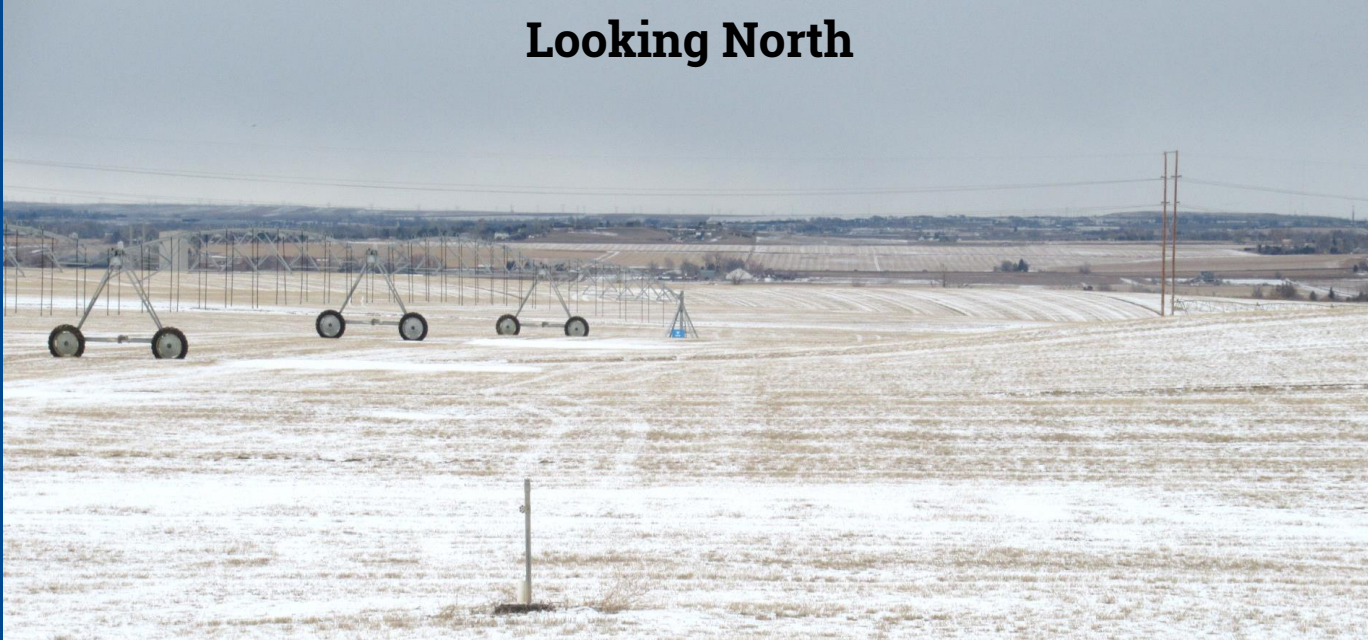
Bluffs



From 101st



Looking North



Looking West



From 95th



From 95th

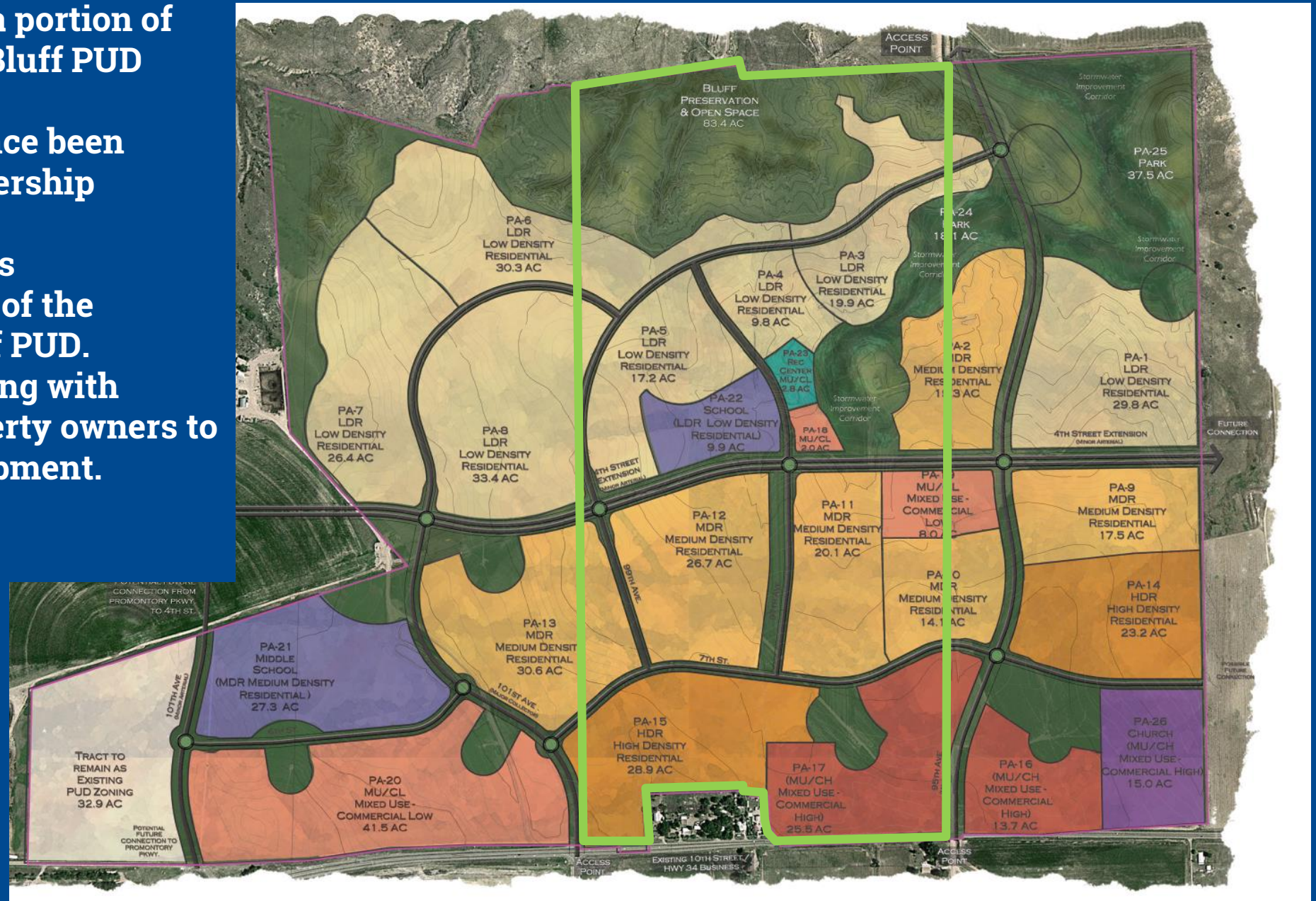


Lake Bluff History

- **2009 – First iteration of the Lake Bluff PUD approved by City Council.**
 - **793 acres of land.**
 - **Up to 3,252 residential units on 347.3 acres.**
 - **105.7 acres of commercial and 32.9 acres of industrial.**
 - **27.3 acre middle school site and 9.9 acre elementary school site.**
 - **Remaining acreage dedicated for ROW, parks, and existing oil and gas.**
- **2013 – Second iteration was approved by City Council**
 - **Plan and land uses were significantly the same as 2009.**
- **Neither Preliminary PUD went through a Final PUD process.**
- **PUD designation has expired.**

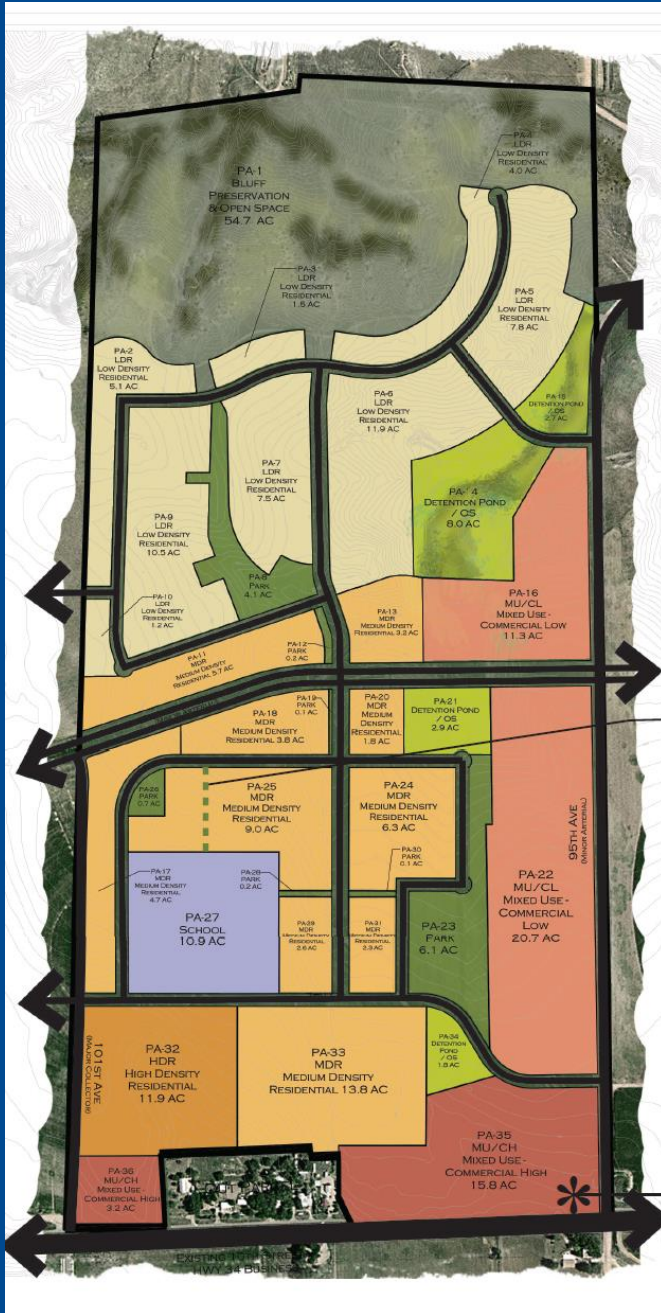


- Request includes a portion of the original Lake Bluff PUD (2013).
- Ownership has since been broken into 4 ownership groups.
- Subject area covers approximately 1/3 of the original Lake Bluff PUD.
- Applicant is working with surrounding property owners to coordinate development.



Proposed Preliminary PUD

- Approximately 295 acres
- 114.6 acres of residential: 646-1,150 units
- 51 acres of mixed-use commercial
- 10.9 acres dedicated for elementary school site (Windsor WE-4 School District)
- 66.2 acres of park and open space
- 15.4 acres for detention
- 36.5 acres for road right-of-way.



Proposed Land Uses

- Applicant proposes designated land uses for each district.
- Land uses are categorized by residential, institutional, recreation, and commercial.
- Uses not provided in the PUD document will not be permitted.
- Staff will utilize the land use charts when reviewing future development applications within the PUD.
 - *Excerpt below.*

Land Use / Districts	Zone Category						
	LDR	MDR	HDR	MU/ CL	MU/ CH	OS	Park
Residential							
Single Family Dwelling Units	P	P	P	P	•	•	•
Duplexes (with minimum lot size of 2,500 sf per unit)	P	P	P	P	•	•	•
Single-family attached dwelling unit including: townhome, cluster development, patio homes	P	P	P	P	P	•	•
Multi-Family Dwellings (can include rental or for-sale units)	•	P	P	P	P	•	•



Proposed Development Standards

Excerpt below.

Single Family Detached Residential

Standards	MDR	LDR
Minimum Lot Size (1)	3200	4500
Minimum Lot Frontage (5) (7)	35'	45'
Minimum Corner Lot Frontage	45'	55'
Parking Requirement (4)	2 / unit	2 / unit
Max. Height	35'	30'
Floor Area Min.	N/A	N/A
Primary Use		
Front Setback to Living Space (15)	10'	15'
Front Setback to Garage	18'	18'
Front Setback to Side Load Garage	10'	15'
Side Setback Minimum (14)	5'	5'
Side Setback with Access Easement (6)	0'	0'
Building Separation (6)	10'	10'
Rear Setback- Front Load (14)	15'	15'
Rear Setback - Alley Load	4'	4'
Rear Setback - Bluffs (14)	N/A	50'
Side (Corner) Setback (14)	10'	10'
Side (Corner) Setback to Garage Door	18'	18'

MDR: Medium Density Residential

LDR: Low Density Residential

- **Proposed development standards differ from those within the Development Code.**
- **Custom setbacks also provided, which include setbacks from living areas, garages, and bluff open space.**
- **Additional standards provided for non-residential land uses.**



Proposed Development Standards

- **Proposed design standards exceed those required by Code.**
- **All homes require 4 architectural features and builders must select an additional 6 from a provided list.**
 - **Includes 2+ materials on front elevations and those visible from the road.**
 - **3 different colors on each home and 4 color packages shall be offered.**
 - **Tree and fencing requirements.**
 - **Builder is provided a list of 37 architectural feature options to choose from.**
- **Minimum standards also provided for multi-family and single-family attached.**

**Illustrative
only*

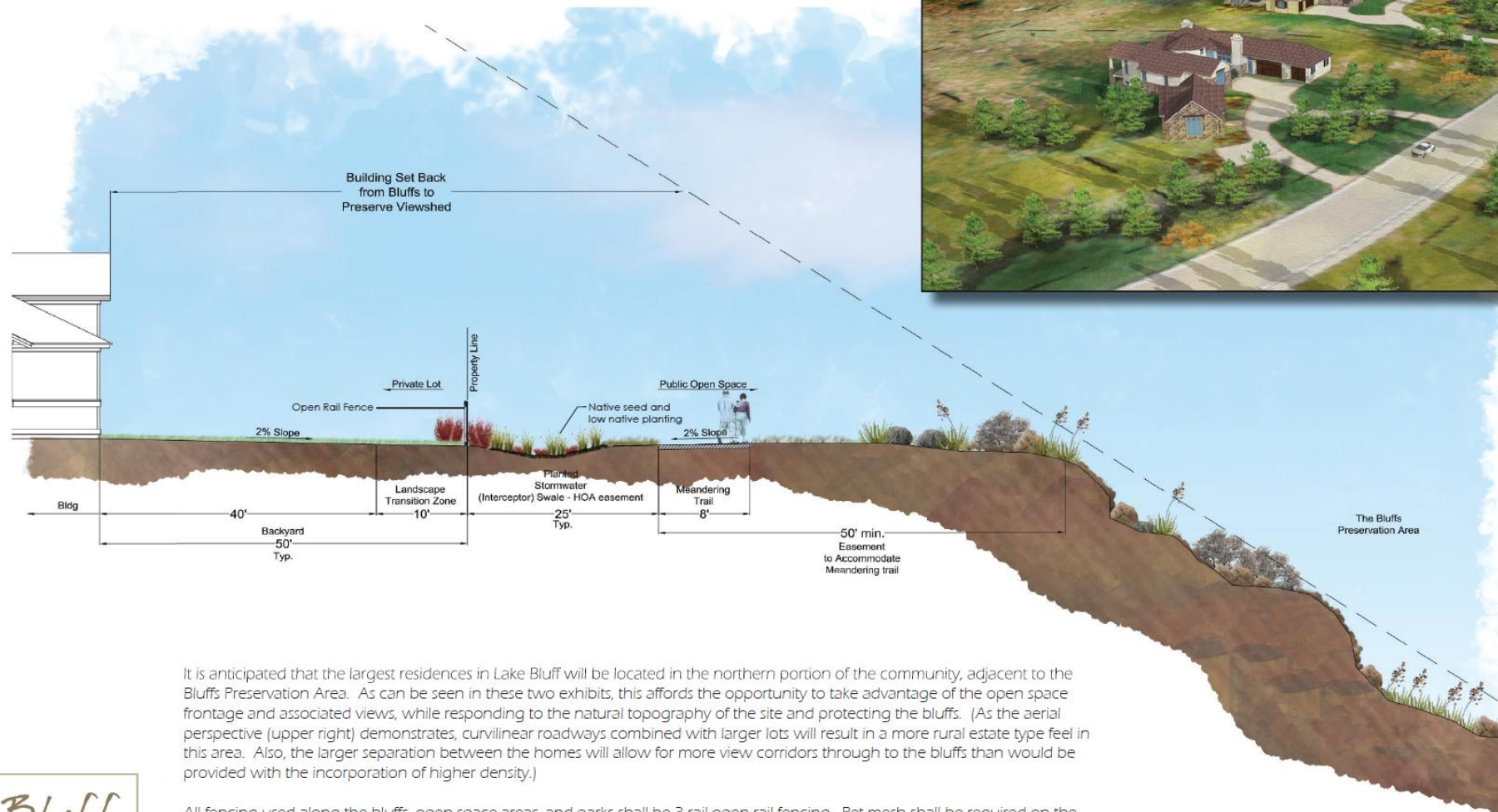


Poudre River Bluff Preservation – Open Space

- Applicant would dedicate 54.7 acres of bluff preservation open space to the City of Greeley.
- Development adjacent to the bluffs will require a 50' rear yard setback to mitigate a ridgeline effect.
- A 50' trail easement and 25' HOA maintained stormwater swale easement also proposed.
- Average 75' from rear yard to top of bluffs.



Typical Bluff Trail Cross Section



Note: This graphic depiction is for illustrative purposes only and is subject to change. It has been included to represent typical community design elements that may be used and are encouraged within Lake Bluff.

Lighting:

All lighting used along the bluffs including the rear yards of the adjoining homes shall be International Dark Sky Association certified in-order to reduce the impacts of wildlife.

It is anticipated that the largest residences in Lake Bluff will be located in the northern portion of the community, adjacent to the Bluffs Preservation Area. As can be seen in these two exhibits, this affords the opportunity to take advantage of the open space frontage and associated views, while responding to the natural topography of the site and protecting the bluffs. (As the aerial perspective (upper right) demonstrates, curvilinear roadways combined with larger lots will result in a more rural estate type feel in this area. Also, the larger separation between the homes will allow for more view corridors through to the bluffs than would be provided with the incorporation of higher density.)

All fencing used along the bluffs, open space areas, and parks shall be 3-rail open rail fencing. Pet mesh shall be required on the interior side of the fence.

The Bluff Preservation Area shall incorporate an average of 50' trail easement and a 25' HOA maintained stormwater swale easement with a meandering trail along the top of the bluffs, as can be seen in this section. This provides an average of 75' from the rear yard line to the top of the bluffs. This setback combined with the 50' rear yard setback to the homes will ensure that any possible "ridgeline effect" associated with the home building envelope in this area will be minimized. Landscape shall be added between the trail and the home in conjunction with a stormwater swale to catch any runoff from the lots before the top of the bluffs. The landscape located in the 25' stormwater swale and in the 10' Landscape Transition Zone shall be made up of native, non-invasive plant material.



Additional PUD Standards

- **Landscape standards provide for water conservative landscaping.**
- **Street tree requirements including a required street planting plan for each neighborhood.**
- **Natural open space landscaping.**
- **Fencing requirements including material, height, and location.**
- **Parks and pocket parks planned throughout the neighborhood.**
- **Plan also provides for pedestrian circulation routes and park connectivity.**



Recommendation

- **2 Sets of Criteria**
 - **Pertaining the rezoning of land [Section 18.32.050(c)(3)]**
 - **Pertaining PUDs [18.32.040(b)]**
- **Planning Commission**
 - **February 11, 2020**
 - **APPROVAL**
- **3 Proposed Motions**
 1. **Rezoning**
 2. **Zoning map change**
 3. **PUD Preliminary Plan (includes all development standards)**



Questions?

Council Agenda Summary

March 3, 2020

Agenda Item Number 16

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786

Brittany Hathaway, Planner III, 970-350-9823

Title:

Public hearing to consider a request for a Preliminary PUD (Planned Unit Development) for approximately 295 acres of property located north of US Highway 34 Business, east of 101st Avenue and west of 95th Avenue, known as the Lake Bluff PUD

Summary:

The applicant, Jonah Weiss, on behalf of Otis C. Moore, III, is requesting approval of the PUD Preliminary Plan associated with the rezone of 294.635 acres of land from Planned Unit Development (PUD) to Planned Unit Development (PUD) for the purpose of developing a mixed-use development consisting of residential, school, and commercial uses.

Though previously zoned PUD, there has never been a Final PUD submitted for the property. As such, the PUD Preliminary Plan elements have since expired. The expired PUD requires a new Preliminary Plan (and, administratively, future Final PUDs) to be submitted prior to any development activity.

If the rezoning is approved previously (through separate action), approval of the PUD Preliminary Plan supports approval of all related Plan elements, such as circulation, setbacks, open space, and building height and bulk standards, as well as meeting the review elements defined for preliminary plans in Section 18.32.020 of the Municipal Code.

The Planning Commission considered this request on February 11, 2020 and unanimously recommended approval to City Council.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	

Legal Issues:

Consideration of this matter is a quasi-judicial process which includes the following public hearing steps:

- 1) City staff presentation
- 2) Council questions of staff
- 3) Applicant presentation
- 4) Council questions of applicant
- 5) Public input (hearing opened, testimony - up to three minutes per person, hearing closed)
- 6) Rebuttal, if requested
- 7) Council discussion
- 8) Council decision

Other Issues and Considerations:

None noted.

Applicable Council Priority and Goal:

Consistency with Comprehensive Plan and Development Code standards.

Decision Options:

- 1) Approve the proposal as presented; or
- 2) Amend the proposal and approve as amended; or
- 3) Deny the proposal; or
- 4) Continue consideration of the proposal to a date certain.

Council's Recommended Action:

A motion that, based on the application received and analysis, the proposed Lake Bluff PUD Preliminary Plan is consistent with Development Code criteria, Section 18.32.050(c)(3)a, b, e, and g, and Section 18.32.040(b) and, therefore approved.

Attachments:

None*

* See prior Agenda Item (Change of Zone) for the Planning Commission Minutes-Draft (February 11, 2020) and PowerPoint Presentation.

Council Agenda Summary

March 3, 2020

Agenda Item Number 17

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786

Title:

Public hearing and final reading of an ordinance to consider a change of zone from R-M (Residential Medium Density) to R-H (Residential High Density) for approximately 2.77 acres of property located at 1913 5th Street, known as the Regalado Rezone, and changing the official zoning map to reflect the same

Summary:

The applicant, Mark Taylor, on behalf of Jose Regalado, is requesting a rezone of 2.77 acres of land from Residential Medium Density to Residential High Density, with plans to combine the three neighboring lots into one parcel for the purpose of developing the site with multi-family housing. If approved, the zoning would allow for the proposed land use; however, the applicant must still meet all relevant land use development standards to commence with construction.

The Planning Commission considered this request on February 11, 2020 and unanimously recommended approval to City Council. This ordinance was introduced at the February 18, 2020 Council meeting.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	Upzoning the property may result in additional developer-paid obligations and eventual city-obligated infrastructure, though that would only be realized through an eventual final development proposal.

Legal Issues:

Consideration of this matter is a quasi-judicial process which includes the following public hearing steps:

- 1) City staff presentation
- 2) Council questions of staff
- 3) Applicant presentation
- 4) Council questions of applicant

- 5) Public input (hearing opened, testimony - up to three minutes per person, hearing closed)
- 6) Rebuttal, if requested
- 7) Council discussion
- 8) Council decision

Other Issues and Considerations:

None noted.

Applicable Council Priority and Goal:

Consistency with Comprehensive Plan and Development Code standards.

Decision Options:

- 1) Adopt the ordinance as presented; or
- 2) Amend the ordinance and adopt as amended; or
- 3) Deny the ordinance; or
- 4) Continue consideration of the ordinance to a date certain.

Council's Recommended Action:

A) A motion that, based on the application received and the preceding analysis, the proposed rezone from R-M (Residential Medium Density) to R-H (Residential High Density) meets the applicable Development Code criteria, Section 18.30.050(c)(3) a, b, e, f and g; and, therefore, the rezone is approved.

B) A motion to adopt the map change and publish with reference to title only.

Attachments:

Ordinance

Planning Commission Minutes-Draft (February 11, 2020)

Planning Commission Summary (Staff Report) (February 11, 2020)

PowerPoint Presentation

CITY OF GREELEY, COLORADO

ORDINANCE NO. ____, 2020

CASE NO. ZON2018-0014

AN ORDINANCE CHANGING THE OFFICIAL ZONING MAP OF THE CITY OF GREELEY, COLORADO, FROM R-M (RESIDENTIAL MEDIUM DENSITY) TO R-H (RESIDENTIAL HIGH DENSITY) FOR 2.77 ACRES OF PROPERTY LOCATED AT 1913 5TH STREET, AND KNOWN AS THE REGALADO REZONE

BE IT ORDAINED BY THE CITY COUNCIL OF GREELEY, COLORADO:

Section 1. The following described property located in the City of Greeley is hereby changed from the zoning district referred to as R-M (Residential Medium Density) to R-H (Residential High Density) zoning for 2.77 acres of property in the City of Greeley, County of Weld, State of Colorado:

See attached legal description

Section 2. The boundaries of the pertinent zoning districts as shown on the official zoning map are hereby changed so as to accomplish the above-described zoning changes, and the Mayor and City Clerk are hereby authorized and directed to sign and attest an entry which shall be made on the official zoning map to reflect this change.

Section 3. This ordinance shall become effective five (5) days after its final publication as provided by the Greeley City Charter.

PASSED AND ADOPTED, SIGNED AND APPROVED, THIS ____ DAY OF _____, 2020.

ATTEST:

THE CITY OF GREELEY

City Clerk

Mayor

Legal Description

PARCEL A

The East 108 feet of the South 200 feet of the West two-fifths (2/5) of Lot Numbered Six (6) of the Southeast

Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 6, Township 5 North, Range 65 West of the 6th

P.M. in the City of Greeley, Weld County, Colorado, according to the subdivision of lands by the Union Colony of

Colorado, Except the Right of Way for 5th Street.

PARCEL B

The East 108 feet of the North 430 feet of the West two-fifths (2/5) of Lot Numbered Six (6) of the Southeast

Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 6, Township 5 North, Range 65 West of the 6th

P.M. in the City of Greeley, Weld County, Colorado, according to the subdivision of lands by the Union Colony of

Colorado, Except the Right of Way for 4th Street.

PARCEL C

All that parts of Lot 5 and Lot 6 according to the Map of the Union Colony Lands as recorded at Reception No.

39743, dated 17 April, 1891, being a part of the Southeast Quarter (SE. 1/4) of the Northwest Quarter (NW. 1/4) of

Section 6, Township 5 North, Range 65 West of the Sixth Principal Meridian, City of Greeley, County of Weld, State of Colorado, being more particularly described as follows:

COMMENCING at the Southeast Corner of the East 108 feet of the South 200 feet of the West two-fifths of said Lot 6, said point being on the Northerly right-of-way line of 5th Street and

considering the East line of the East 108 feet of the West two-fifths of said Lot 6 as bearing NORTH 00°00'40" WEST with all other bearings contained herein and relative thereto;

Thence NORTH 00°00'40" WEST along said East line, 200.84 feet;

Thence NORTH 89°57'32" WEST, 108.04 feet to the TRUE POINT OF BEGINNING

Thence NORTH 00°00'22" WEST, 425.74 feet;

Thence NORTH 89°48'59" WEST, 124.26 feet;

Thence SOUTH 00°02'35" EAST, 426.05 feet;

Thence SOUTH 89°57'32" EAST, 123.98 feet to the Point of Beginning. Said parcel of land contains 120,524± sq. ft. (2.766± ACRES) acres, more or less, and is subject to any rights-of-way or other easements as granted or reserved by instruments of record or as now existing on said tract of land.



PLANNING COMMISSION Proceedings

February 11, 2020

**Council Chambers - City Center South
1001 11th Avenue
1:15 p.m.**

I. Call to Order

Vice-Chair Briscoe called the meeting to order at 1:15 p.m. Commissioners Schulte, Andersen, Modlin and Franzen were present. (Chair Yeater and Commissioner Romulo were absent.)

II. Approval of minutes for meeting held on January 14, 2020

Commissioner Andersen moved to approve minutes of the meeting held on January 14, 2020. Commissioner Franzen seconded the motion. The motioned carried 5-0. (Chair Yeater and Commissioner Romulo were absent.)

III. A public hearing to consider a request to rezone a 2.77-acre tract from R-M (Residential Medium Density) to R-H (Residential High Density)

Project Name: Regalado Rezone
Case No.: ZON2018-0014
Applicant: Mark Taylor
Location: 1913 5th Street
Presenter: Kira Stoller, Planner I

Kira Stoller addressed the Commission and noted the location of the site and rezone request for the purpose of redeveloping the site for multi-family housing. Ms. Stoller briefly provided background information about the site. She also shared information about parking and added that rezoning the site to Residential High Density zoning with a total of 50 dwelling units would result in an average of 330 vehicle trips per day. Ms. Stoller presented photographs and diagrams of the site.

Ms. Stoller described the criteria approval required for this proposal and advised that criteria has been met in accordance with the development code. She also stated that the rezone is consistent with the policies and goals of the City's Comprehensive Plan and complies with the applicable zoning overlay requirements. Ms. Stoller added that notices of the hearing were

mailed to surrounding property owners on January 24, 2020 and that signs were posted on the site on January 28, 2020, with no comments having been received.

Commissioner Modlin asked how traffic flow from 4th Street would impact the site. Ms. Stoller stated that a traffic study was done for this proposal and that staff will evaluate traffic flow during the site plan review process. She also stated that staff received a traffic memo indicating a possible increase in traffic in the area. Commissioner Modlin asked whether the increase in traffic would necessitate 4-way stop signs. Ms. Stoller stated that this would be something to look into during the review process. Commissioner Schulte asked about future development of the site. Ms. Stoller stated that future redevelopment is not anticipated at this time and that staff recommended approval.

TJ Heupel, 3610 35th Avenue, Evans, Colorado, engineer on the project, addressed the Commission and offered to answer questions. Commissioner Modlin asked about co-joined ownership of the parcel. Mr. Heupel stated that property owner owns three parcels and that everything else is independently owned. He added that the mobile home park is owned by a corporation.

Vice-Chair Briscoe open the public hearing at 1:26 p.m.

Melanie Dehart, 410 21st Avenue, addressed the Commission with questions about additional sewage for existing residences. Ms. Dehart expressed her concerns about the traffic flow in this area and concerns about her property setbacks.

Vice-Chair Briscoe closed the public hearing at 1:28 p.m.

Ms. Stoller addressed the Commission and responded to Ms. Dehart's concerns by stating that they will be evaluated during the site plan review and taken into consideration before approval. Ms. Stoller stated that setbacks are required to be met pursuant to the Development Code.

Commissioner Andersen opened the discussion with questions and concerns about improvements needed. Commissioner Andersen also expressed her concerns on parking for this proposal.

Commissioner Andersen moved that based on the application received and the proceeding analysis, the Planning Commission finds that the proposal rezoning from R-M (Residential Medium Density) to R-H (Residential High Density) meets the applicable Development Code criteria, Section 18.30.050 (c)(3) a, b, e, f and g; and, therefore, recommends approval of the rezone to the City Council. Commissioner Schulte seconded the motion. The motion carried 5-0. (Chair Yeater and Commissioner Romulo were absent.)

PLANNING COMMISSION SUMMARY

ITEM: Rezone property from R-M (Residential Medium Density) to R-H (Residential High Density)

FILE NUMBER: ZON2018-0014

PROJECT: Regalado Rezone

LOCATION: 1913 5th Street

APPLICANT: Mark Taylor, on behalf of Jose Regalado

CASE PLANNER: Kira Stoller, Planner I

PLANNING COMMISSION HEARING DATE: February 11, 2020

PLANNING COMMISSION FUNCTION:

The Planning Commission shall consider the staff report, along with testimony and comments made by the applicant and the public and shall then make a recommendation to the City Council regarding the application in the form of a finding based on the review criteria in Section 18.30.050(c)(3).

EXECUTIVE SUMMARY

The City of Greeley is considering a request to rezone 2.77 acres of land from R-M (Residential Medium Density) to R-H (Residential High Density). The subject site is located north of 5th Street, south of 4th Street, east of 21st Avenue and west of the Mobile Estates mobile home park (*See Attachment A – Vicinity Map and Attachment B – Narrative*). If the rezone request is approved, the applicant intends to combine the three neighboring lots into one parcel through a minor subdivision process, for the purpose of developing the site with multi-family housing.

A. REQUEST

The applicant is requesting approval to rezone 2.77 acres of land from the R-M (Residential Medium Density) zone district to the R-H (Residential High Density) zone district.

B. STAFF RECOMMENDATION

Approval

C. LOCATION

Abutting Zoning:

North: R-M (Residential Medium Density)

South: R-M (Residential Medium Density)

East: RMH (Residential Mobile Home)
West: R-M (Residential Medium Density)

Surrounding Land Uses:

North: Residential (mixture of single-family and duplexes)
South: Single-family residential
East: Mobile home park (Mobile Estates)
West: Residential (mixture of single-family and duplexes)

Site Characteristics:

The subject site is approximately 2.77 acres in size and includes three (3) parcels, within the Union Colony Lands Subdivision (*see Attachment C – Property Boundary Map*). The area is located north of 5th Street, south of 4th Street, east of 21st Avenue and west of the Mobile Estates mobile home park. The subject site is currently vacant, but there are existing utilities in the area (*see Attachment D – Site Analysis Map*).

D. BACKGROUND

The subject site was annexed into the City in 1961 and was originally zoned R-2. The R-2 zoning classification was utilized prior to adoption of the 1998 Development Code and is equivalent to the current R-M (Residential Medium Density) zoning designation, which now applies to the property.

The southern parcel previously contained a single-family home, however, the structure was demolished in 2014 after a fire occurred on the property. The northern two (2) parcels were not previously developed, but were utilized in association with the single-family home. The subject site is classified as an infill property and is located within the Redevelopment District.

If the rezone request is approved, the applicant plans to develop the site with five (5) two-story apartment buildings. Each of the five (5) buildings would contain ten (10) units, for a total of 50 dwelling units. This amounts to an overall density of 18.05 units per acre. The site would have access points on both 4th and 5th Street with the proposed structures and parking all situated on the northern two (2) lots (*see Attachment E – Zoning Suitability Map*). The applicant would still be required to submit an application for a minor subdivision to combine the lots and a site plan review in order to develop the subject site with multi-family housing.

E. APPROVAL CRITERIA

Development Code Section 18.30.050 Rezoning Procedures

For the purpose of establishing and maintaining sound, stable and desirable development within the City, the rezoning of land is to be discouraged and allowed only under circumstances provided for in this Section [of the Code]. This policy is based on the opinion of the City Council that the City's zoning map is a result of a detailed and comprehensive appraisal of the City's present and future needs regarding land use allocation and other zoning considerations, and, as such, should not be amended unless to correct manifest errors or because of changed or changing conditions

in a particular area of the City in general.

The review criteria found in Section 18.30.050(c)(3) of the Development Code shall be used to evaluate the zoning amendment application.

- a) Has the area changed, or is it changing to such a degree that it is in the public interest to rezone the subject property to encourage development or redevelopment of the area?**

Staff Comment: The area surrounding the subject site has not changed substantially in the recent past, because it was previously built out. However, because the subject site is located within the Redevelopment District, improvement within the area is encouraged. Rezoning the property to R-H (Residential High Density) may bring about development of this site in a shorter timeframe than if the property maintains the R-M (Residential Medium Density) zoning designation, because there is currently a greater demand for apartments. Additionally, having a variety of housing types within the Redevelopment District is desirable and development of this high density project would help to enhance the mixture of residential units in the area.

The proposal complies with this criterion.

- b) Has the existing zoning been in place for at least fifteen (15) years without substantial development resulting and does the existing zoning appear to be obsolete, given development trends?**

Staff Comment: The subject site has been zoned R-M (Residential Medium Density) for well over 15 years. There has been no change to the southern property since the single-family home was demolished about 6 years ago. The northern two (2) parcels have never been developed, but were utilized in association with the single-family home. While the existing zoning does not appear to be obsolete, development trends seem to currently favor multi-family over single-family projects. Furthermore, revitalizing this property within the Redevelopment District with a high density project, helps promote the city's overall viability in the future.

The proposal complies with this criterion.

- c) Are there clerical or technical errors to correct?**

Staff Comment: There are no clerical or technical errors to correct.

This criterion is not applicable to this request.

- d) Are there detrimental environmental impacts, such as flood plains, inadequate drainage, slopes, unstable soils, etc., that may affect future development of this site and which may not have been considered during the original zoning of the property?**

Staff Comment: The site does not contain any known detrimental environmental conditions.

This criterion is not applicable to this request.

- e) Is the proposed rezoning necessary in order to provide land for a community related use, which was not anticipated at the time of adoption of the City's Comprehensive Plan; or have the policies of the City changed to the extent that a rezoning is warranted?**

Staff Comment: In 2019, the City adopted a five-year housing goal after identifying a shortage of living units within the community. This goal includes constructing 2,042 new multi-family units by 2024. While the proposed rezoning is not necessary to provide land for a previously unanticipated community related use, the proposed development would directly support the 2019 Strategic Housing Plan by improving the city's overall housing mix.

The proposal complies with this criterion.

- f) What is the potential impact of the proposed rezoning upon the immediate neighborhood and the city as a whole (including potential noise and environmental impacts, visual impacts, the provision of City services such as police, fire, water, sewer, and pedestrian systems and parks and recreational facilities)?**

Staff Comment: Approving the proposed rezone, would likely increase the density of the area, because the subject site currently only allows for single-family, two-family, or townhouse dwelling units. There are adequate public facilities in place to service a multi-family development on the property and building out this vacant land could help revitalize the neighborhood. The City has not yet received a corresponding site plan application for the property, but any future projects would be required to evaluate the potential impacts on the surrounding area.

The proposal complies with this criterion.

- g) Is there clear and convincing evidence that the proposed rezoning will be consistent with the policies and goals of the City's Comprehensive Plan and comply with the applicable zoning overlay requirements?**

The following City of Greeley Comprehensive Plan objectives apply to this request:

- **GC-1.2 – Form of Growth** – Encourage a compact urban form over sprawl or leap-frog development.
- **GC-2.2 – Jobs/Housing Balance** – Support zoning and development patterns that expand opportunities for people who live in Greeley to also work in Greeley (or vice versa).
- **GC-4.1 – Priority Infill/Redevelopment Areas** – Support infill development and redevelopment in priority locations, such as designated redevelopment and urban renewal areas.
- **HO-2.2 – Rental Housing** - Foster the development of attractive, safe, and well-maintained rental properties for those who do not qualify for or desire to own property.

Staff Comment: The proposed rezone supports redevelopment and infill development, rather than sprawl, which provides the opportunity to reduce the community's housing shortage by supplying additional residential units. This directly aligns with the preceding Comprehensive Plan objectives, as well as the 2019 Strategic Housing Plan.

The proposal complies with this criterion.

h) What is the potential impact of the proposed rezoning upon an approved Zoning Suitability Plan for the property?

Staff Summary: There is no previously approved Zoning Suitability Plan for this property.

This criterion is not applicable to this request.

F. PHYSICAL SITE CHARACTERISTICS

1. SUBDIVISION HISTORY

The subject site is part of the Union Colony Lands Subdivision (Rec # 39743). The area was also part of the North Greeley Annexation, which was approved on October 31, 1961 (Rec # 1368933).

2. HAZARDS

Staff is unaware of any potential hazards that presently exist on the site.

3. WILDLIFE

The site is not located in an area of ecological significance.

4. FLOODPLAIN

The property is not located within any flood zones.

5. DRAINAGE AND EROSION

There are no concerns with drainage and/or erosion on the subject site.

6. TRANSPORTATION

The subject site would be accessible from either 4th or 5th Street. Currently, 4th Street dead ends north of the subject site, but development of the site would require extending the roadway to 21st Avenue. The two proposed access points would be connected by a private internal drive, which would include neighboring sidewalks to promote pedestrian accessibility. Additionally, there are several GET (Greeley-Evans Transit) bus stops within less than a half mile of the site (on 2nd Street at 18th Avenue and 21st Avenue Place, as well as on 9th Street at 18th Avenue and 21st Avenue).

It is estimated that rezoning the subject site to R-H (Residential High Density) and constructing a total of 50 dwelling units would result in an average of 330 vehicle trips per day. If the site were to develop under the current R-M (Residential Medium Density) zoning, the estimated average vehicle trip numbers would be either 153 (for 16 single-family dwellings) or 209 (for 36 townhome dwellings). Because the property is currently vacant, any level of development would result in additional traffic, however, it is not anticipated that the proposed rezone would result in a significant impact to the existing level of service for the neighboring roadways.

G. SERVICES

1. WATER

Water services are available in the area and can adequately serve the subject site.

2. SANITARY SEWER

Sanitation services are available via the existing sewer main in 5th Street and can adequately serve the subject site.

3. EMERGENCY SERVICES

The subject site is within the adequate response area of Greeley Fire Station #1 (1.4 miles away) and is within the police department's service area.

4. PARK/OPEN SPACES

No parks or regional open space areas are proposed with this rezone, however, the required stormwater detention pond could provide useable open space for the residents. Upon submittal of the site plan review and minor subdivision projects, the required parkland dedication or cash-in-lieu fee payment would need to be calculated for the proposed development.

5. SCHOOLS

No schools are proposed or located within the subject area. The schools that currently serve the area are Billie Martinez Elementary (0.5 miles away), Franklin Middle School

(1.7 miles away) and Northridge High School (4.7 miles away). The City does not currently have a cash-in-lieu requirement for school dedication.

H. NEIGHBORHOOD IMPACTS

1. VISUAL

Rezoning the property to allow for multi-family housing has the potential to result in a visual change to the subject site, based on the fact that it is currently vacant. During the site plan review process, architectural compatibility, as well as visual impacts, will be evaluated and minimized.

2. NOISE

Any noise created by future development of the subject site would be regulated by the Municipal Code.

I. PUBLIC NOTICE AND COMMENT

Notice letters were mailed to surrounding property owners on January 24, 2020, per Development Code requirements. Additionally, public notice signs were posted on the subject site on January 28, 2020. No comments have been received to date, February 5, 2020.

J. MINERAL ESTATE OWNER NOTIFICATION

Mineral notice is not required for a rezone request.

K. PLANNING COMMISSION RECOMMENDED MOTION

Based on the application received and preceding analysis, the Planning Commission finds that the proposed rezoning from R-M (Residential Medium Density) to R-H (Residential High Density) meets the applicable Development Code criteria, Sections 18.30.050(c)(3) a, b, e, f and g; and therefore, recommends approval of the rezone to the City Council.

L. ATTACHMENTS

Attachment A – Vicinity Map
Attachment B – Narrative
Attachment C – Property Boundary Map
Attachment D – Site Analysis Map
Attachment E – Zoning Suitability Map

Vicinity Map



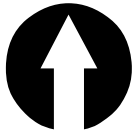
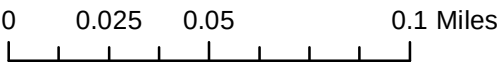
Attachment A



ZON2018-0014
Regalado Rezone

Legend

-  Subject Site
-  Parcels





ALLES TAYLOR & DUKE, LLC
LICENSED PROFESSIONAL ENGINEERS
LICENSED PROFESSIONAL LAND SURVEYORS

3610 35TH AVE. UNIT #6
 EVANS, 80620
 970-330-0308

Rezone Narrative

Mr. Regalado has initiated a rezoning of his property at 1913 5th Street with the intention of developing multi-family apartments. The rezoning request will change the current Residential Medium (R-M) zoning to Residential High (R-H) to accommodate up to 50 dwelling units. Mr. Regalado has been invested in the neighborhood for many years with an office building he constructed at 229 3rd Street for his business, and a commercial development he is doing just east of 9th Avenue from the office. Mr. Regalado would like to continue investing in area and sees a demand for rental housing in Greeley. He has owned the property at 1913 5th Street for 6 years, during which he has watched market trends and considered what would work best in the area carefully.

The subject property was purchased by Mr. Regalado in 2013. At that time there was a single-family house occupying the southern third of the east half of the subject property, parcel A, that was demolished shortly after the purchase. The house was condemned due to an act of arson and had to be removed for public safety. A majority of the property area, parcels B & C, is open undeveloped land and has been that way since records were kept of the area. Upon approval of the rezoning request the three parcels will be aggregated into one lot for the planned development.

The adjacent properties to the north, west, and south are currently zoned R-M. To the east is Residential Mobile Home (RMH) zoning. Within a half-mile to one mile of the subject property the current zoning is generally Residential Low (R-L) to the northwest, R-M to the southeast, with pockets of R-H to the north and west, and Commercial-Low (C-L) to the east.

The subject property is within a historic area of the City with direct access to existing road and utility infrastructure. A potable water main will be needed through the property connecting the existing mains in 4th & 5th Street, and an on-site sanitary sewer main will be connected to the existing sewer main in 5th Street to accommodate development. On-site stormwater pipes will convey runoff to a detention pond that will release into 5th Street. A private irrigation lateral runs along the northern property line which will be preserved and incorporated into the site design.

The proposed use is similar to existing land uses in the immediate area, and the proposed development will fit in without overwhelming existing infrastructure and public services. There are three public parks; Jimmy's Pocket Park, Swanson-Kiwanis Park and Luther Park, within 5 blocks of the subject property, and Island Grove is less than a mile away. There are three public schools within a mile; Billie Martinez Elementary, Madison Elementary and Maplewood Elementary. The Boys & Girls Club has a facility adjacent to the closest school, Madison Elementary, approximately 6 blocks west of the subject property. Jerry's Market is located on 14th Avenue and 5th Street, six blocks east of the subject property. There are several bus stops between 14th Avenue and 23rd Avenue on 2nd Street including at 18th Avenue and 21st Avenue Place, and on 9th Street at 18th Avenue and 21st Avenue. All the amenities in the area are connected via existing sidewalks and roads. Planned improvements for the property will connect to the existing sidewalks on 4th Street and 5th Street with an internal private drive and sidewalk network.



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Mr. Regalado is planning to develop the site with (5) 10-unit apartment buildings. The buildings will be two stories with an approximate footprint of 70' x 73'. The site as laid out in the Zoning Suitability Map, has approximately 31% open space. A portion of the open space will contain the required stormwater detention pond. Per municipal code section 18.38.020(l.6), up to 75% of the detention pond can be counted as open space. Sidewalks will be incorporated within the development, connecting the buildings and parking lots to the existing public walkways on 4th Street and 5th Street. Two access points are proposed for the site with, an access at both the north and south ends of the property connected by a private internal drive. The site is not located in a published or proposed floodplain and there are no major irrigation ditches within the vicinity.

The property is in the Redevelopment District which is an important part of the Imagine Greeley Comprehensive Plan (IGCP). As such the property is in an area designated by the IGCP as being favorable for redevelopment to fit the ever growing and expanding City. According to the IGCP, the goal is to revitalize properties within the Redevelopment District boundaries to help promote the regrowth, balanced, purposeful, safe place and value to the City. The subject property is in a developed neighborhood with a mixture of apartments, duplex units, mobile homes, and single-family residences. Newer developments in the area have required R-H zoning to allow for the smaller infill lots to be developed economically. There is also a greater demand for apartments in the current market than has been experienced in the past due to a steady increase in population throughout Northern Colorado. There is access to schools, parks, businesses, churches, transit services, commercial retail and other services in the immediate area around the property. A multi-family development on the subject property would blend in well with the surrounding area and is spaced far enough from other multi-family apartment complexes to not over densify the neighborhood.

Goal GC-1: Manage growth effectively.

Objective GC-1.2 Form of Growth:

Encourage a compact urban form over sprawl or leap-frog development.

The surrounding area of this property is developed for residential use. The proposed rezoning will allow for a multi-family development

Goal GC-2: Promote a balanced mix and distribution of land uses.

Objective GC-2.2 Jobs/Housing Balance

With a shortage of rental housing in the area, the proposed development will provide an additional 50 dwelling units at an appropriate price to serve the population in an economically sensitive area of Greeley.

Objective GC-2.3 Pedestrian and Bicycle-Oriented Development

There are sidewalks and open areas for pedestrians, and bicycle parking will be included in the site plans. Sidewalks will be incorporated within the development to connect the buildings and parking lots to the existing sidewalks on 4th and 5th Streets. There are also public transportation stops within a few blocks of the property. This encourages walking and bicycling to and from employment, shopping, recreation, entertainment, transit, and other services in the area.



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Objective GC-2.4 Mixed-Use and Transit-Supportive Development

The GET Regional Transportation Center (GET RTC) is just over one-mile walking distance via existing sidewalk networks away from the subject property. GET RTC provides access to all available bus transportation in the city. There are also several bus stops between 14th Avenue and 23rd Avenue on 2nd Street including at 18th Avenue and 21st Avenue Place, and on 9th Street at 18th Avenue and 21st Avenue. Just south of the GET RTC, on 11th Avenue & 2nd Street, is the Greeley headquarters of Youth for Christ. Youth for Christ is a non-profit organization that provides a public bike library, repair and donation service in the area to give residents an independent means of transportation.

Goal GC-4: Prioritize infill and redevelopment

Objective GC-4.3 Infill Compatibility

In addition to the entire development being new, there will be a playground and open space for additional activities to help enhance the desirability of the neighborhood. This site would be considered an infill project.

Goal GC-5: Facilitate the rebirth of Downtown Greeley as a regional multi-use activity area while preserving and promoting the cultural aspects of the area.

Objective GC-5.4 Residential Development

“Support the viability of Downtown neighborhoods by promoting housing rehabilitation, infill development, and neighborhood improvement projects. Aim to increase the overall residential density Downtown with a blend of home ownership and rental offerings.”

This development is an Infill development and falls within the guidelines aimed at encouraging development in the Redevelopment District along with the overall residential density and blend of housing available on the market.

REGALADO APARTMENTS REZONE

PART OF LOTS 5 AND 6 OF UNION COLONY OF COLORADO LOCATED IN PART OF THE WEST HALF OF SECTION 6, TOWNSHIP 5 NORTH, RANGE 65 WEST OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO (PROPERTY BOUNDARY MAP)

Attachment C



LEGAL DESCRIPTION

PARCEL A

The East 108 feet of the South 200 feet of the West two-fifths (2/5) of Lot Numbered Six (6) of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 6, Township 5 North, Range 65 West of the 6th P.M. in the City of Greeley, Weld County, Colorado, according to the subdivision of lands by the Union Colony of Colorado, Except the Right of Way for 5th Street.

PARCEL B

The East 108 feet of the North 430 feet of the West two-fifths (2/5) of Lot Numbered Six (6) of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 6, Township 5 North, Range 65 West of the 6th P.M. in the City of Greeley, Weld County, Colorado, according to the subdivision of lands by the Union Colony of Colorado, Except the Right of Way for 4th Street.

Parcel C

All that parts of Lot 5 and Lot 6 according to the Map of the Union Colony Lands as recorded at Reception No. 39743, dated 17 April, 1891, being a part of the Southeast Quarter (SE. 1/4) of the Northwest Quarter (NW. 1/4) of Section 6, Township 5 North, Range 65 West of the Sixth Principal Meridian, City of Greeley, County of Weld, State of Colorado, being more particularly described as follows:

COMMENCING at the Southeast Corner of the East 108 feet of the South 200 feet of the West two-fifths of said Lot 6, said point being on the Northerly right-of-way line of 5th Street and considering the East line of the East 108 feet of the West two-fifths of said Lot 6 as bearing NORTH 00°00'40" WEST with all other bearings contained herein and relative thereto;
Thence NORTH 00°00'40" WEST along said East line, 200.84 feet;
Thence NORTH 89°57'32" WEST, 108.04 feet to the TRUE POINT OF BEGINNING
Thence NORTH 00°00'22" WEST, 425.74 feet;
Thence NORTH 89°48'59" WEST, 124.26 feet;
Thence SOUTH 00°02'35" EAST, 426.05 feet;
Thence SOUTH 89°57'32" EAST, 123.98 feet to the Point of Beginning. Said parcel of land contains 120,524± sq. ft. (2.766± ACRES) acres, more or less, and is subject to any rights-of-way or other easements as granted or reserved by instruments of record or as now existing on said tract of land.

SURVEYOR'S CERTIFICATE:

I, Scott L. Ducommun, a registered professional land surveyor in the State of Colorado do hereby certify that the survey represented by this plat was made under my personal supervision, and that this plat is an accurate representation thereof. I further certify that the survey and this plat comply with all applicable rules, regulations and laws of the State of Colorado, State Board of Registration for Professional Engineers and Professional Land Surveyors, and Weld County

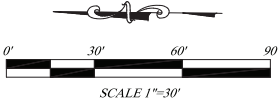
Scott L. Ducommun, L.S. 37041
For and on behalf of Alles Taylor & Duke, LLC
Job No. 2013-010
DATE: _____

LEGEND

- = FOUND #4 REBAR WITH NO CAP
- = FOUND #4 REBAR WITH GREEN PLASTIC CAP L.S. 34995 (UNLESS OTHERWISE NOTED)
- = ROW
- = EASEMENTS
- ⊠ = CALCULATED POSITION, NOT FOUND OR SET

SURVEYOR NOTES:

- 1) All references to books, pages, maps and reception numbers are public documents on file at the Clerk and Records Office of Weld County, State of Colorado unless stated otherwise.
- 2) NOTICE: According to Colorado law, you must commence any legal action based upon any defect in this survey within three years after you first discovered such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon (13-80-105 C.R.S.). Alles Taylor & Duke, LLC and/or Scott L. Ducommun will not be liable for more than the cost of this survey and then only to the Client specifically shown hereon or in our file by signed authorization. Acceptance and/or use of this instrument for any purpose constitutes agreement by the client to all terms stated hereon.
- 3) BASIS OF BEARINGS: The Bearing of NORTH 00°00'40" WEST between the Southeast Corner of the East 108 feet of the West two-fifths of said Lot 6 (monumented with a #4 rebar with no cap) and the Northeast Corner of the East 108 feet of the West two-fifths of said Lot 6 (monumented with a plastic cap stamped L.S. 34995 on a #4 rebar) is assumed.
- 4) All known easements and/or rights-of-way, have been shown on this plat. The easements and or rights-of-way which are shown hereon may not be complete, are based on general information, and are to be used only in this context.
- 5) BENCHMARK: Bench mark designation is A 390 per U.S.G.S. located Northwest of the intersection of 13th Street and the Union Pacific Railroad. The elevation of said Bench Mark is 4654.18' (NAVD 88).



LINEAL UNITS STATEMENT
All lineal distances are measured in feet and decimal feet units. (Surveyor's feet)

ALLES TAYLOR & DUKE, LLC
3610 35th Ave., Unit 6
Evans, Colorado 80620
(970) 330-0308
ENGINEERING & LAND SURVEYING SERVICES

ALLES TAYLOR AND DUKE, LLC
ZONING DOCUMENT
3900 39th AVE. STE. No. 6 EVANS, CO.

DESIGNED BY: MT
DRAWN BY: MMA
CHECKED BY: SD
DATE: 1/14/2020
PROJECT NO. 2013-010

#	Date	Revisions Description	Apprv

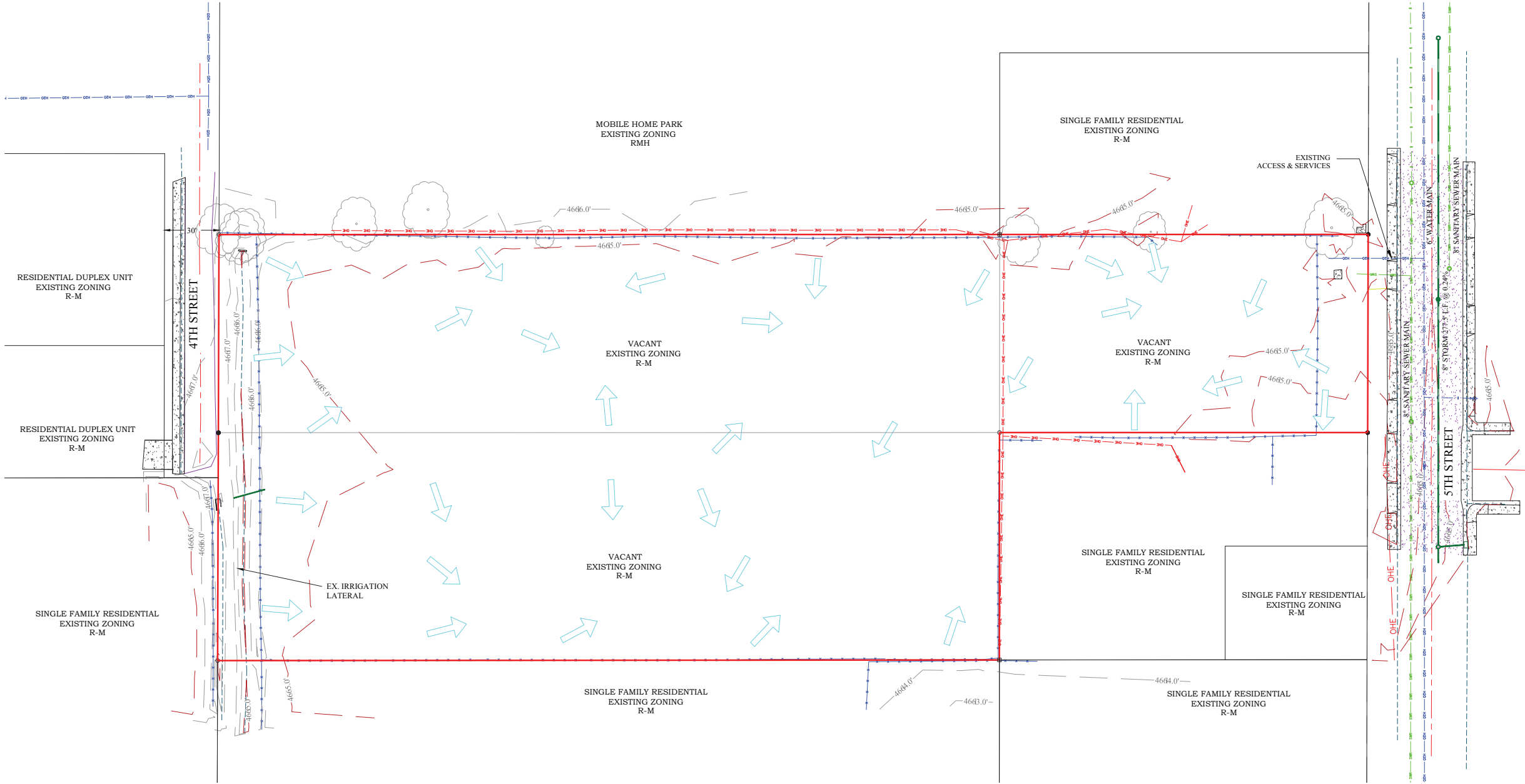
PROPERTY BOUNDARY MAP
REGALADO APARTMENTS REZONE
1913 5TH STREET GREELEY, COLORADO,
80631
COUNTY OF WELD COLORADO
PART OF SEC. 29, T. 5 N., R. 65 W.

SCALE: 1" = 30'
SHEET 2 OF 4

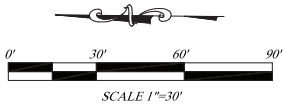
REGALADO APARTMENTS REZONE

PART OF LOTS 5 AND 6 OF UNION COLONY OF COLORADO LOCATED IN PART OF THE WEST HALF OF SECTION 6, TOWNSHIP 5 NORTH, RANGE 65 WEST OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO
(SITE ANALYSIS MAP)

Attachment D



- LEGEND
- = FOUND #4 REBAR WITH NO CAP
 - = FOUND #4 REBAR WITH GREEN PLASTIC CAP L.S. 34995 (UNLESS OTHERWISE NOTED)
 - ⊠ = GAS METER
 - ⚡ = POWER POLE
 - ⊞ = WATER VALVE
 - ⊖ = BLOW OFF
 - ⚡ = STREET SIGN
 - ⚡ = FIRE HYDRANT
 - ⊕ = SPOT WHERE HEIGHT WAS OBTAINED
 - ⊠ = SECTION CORNER AS DESCRIBED
 - ⊠ = QUARTER CORNER AS DESCRIBED
 - ⊠ = CENTER CORNER AS DESCRIBED
 - = WIRE FENCE LINES
 - = OVERHEAD ELECTRIC LINE
 - = BURIED GAS LINE
 - = BURIED WATER LINE
 - = BURIED CABLE TV LINE
 - = FLOW LINE
 - = ROW
 - = EASEMENTS
 - = SECTION LINE
 - = EX. CONTOUR LINE
 - = CONCRETE
 - = ASPHALT
 - = CULVERT
 - ⊠ = CALCULATED POSITION, NOT FOUND OR SET
 - ⊠ = EXISTING DRAINAGE
 - ⊠ = PROPOSED DRAINAGE
 - ⊠ = UTILITY BOX



ALLES TAYLOR & DUKE, LLC
3610 35th Ave., Unit 6
Evans, Colorado 80620
(970) 330-0308
ENGINEERING & LAND SURVEYING SERVICES

ALLES TAYLOR AND DUKE, LLC
ZONING DOCUMENT
3610 35th AVE. STE. No. 6 EVANS, CO.

DESIGNED BY:	MT
DRAWN BY:	MMA
CHECKED BY:	SD
DATE	PROJECT NO.
1/14/2020	2013-010

#	Date	Revisions	Description	Apprv

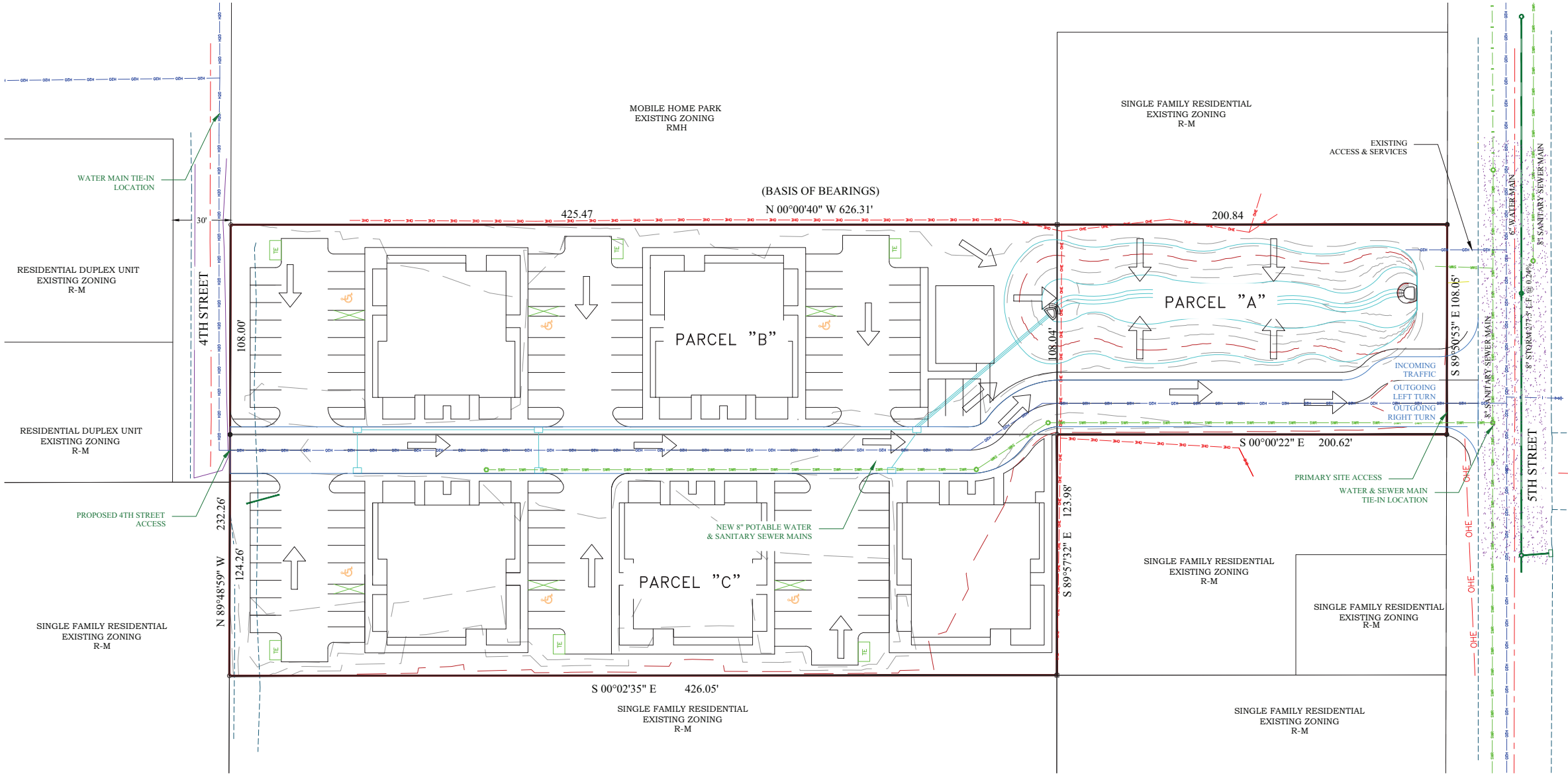
SITE ANALYSIS MAP
REGALADO APARTMENTS REZONE
1913 5TH STREET GREELEY, COLORADO,
80631
COUNTY OF WELD
COLORADO
PART OF SE4 SEC. 29, T. 5 N. R. 65 W.

SCALE: 1" = 30'
SHEET 3 OF 4

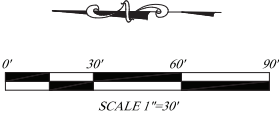
REGALADO APARTMENTS REZONE

PART OF LOTS 5 AND 6 OF UNION COLONY OF COLORADO LOCATED IN PART OF THE WEST HALF OF SECTION 6, TOWNSHIP 5 NORTH, RANGE 65 WEST OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO
(ZONING SUITABILITY MAP)

Attachment E



- LEGEND
- = FOUND #4 REBAR WITH NO CAP
 - = FOUND #4 REBAR WITH GREEN PLASTIC CAP L.S. 34995 (UNLESS OTHERWISE NOTED)
 - ⊕ = GAS METER
 - ⚡ = POWER POLE
 - ⊗ = WATER VALVE
 - ⊙ = BLOW OFF
 - ⚓ = STREET SIGN
 - ⚓ = FIRE HYDRANT
 - ⊕ = SPOT WHERE HEIGHT WAS OBTAINED
 - ⬠ = SECTION CORNER AS DESCRIBED
 - ⬠ = QUARTER CORNER AS DESCRIBED
 - ⬠ = CENTER CORNER AS DESCRIBED
 - = WIRE FENCE LINES
 - = OVERHEAD ELECTRIC LINE
 - = BURIED GAS LINE
 - = BURIED WATER LINE
 - = BURIED CABLE TV LINE
 - = FLOW LINE
 - = ROW
 - = EASEMENTS
 - = SECTION LINE
 - = PROPOSED CONTOUR LINE
 - = CONCRETE
 - = CULVERT
 - ⊕ = CALCULATED POSITION, NOT FOUND OR SET
 - ⬠ = EXISTING DRAINAGE
 - ⬠ = PROPOSED DRAINAGE
 - ⊕ = UTILITY BOX



Parcel	Acre	Unit/Acre	Building		Pavement		Open space/landscaping	
			Foot²	Acres	Foot²	Acres	Foot²	Acres
A	0.50	0/0.50	0	0	6111.98	0.14	15577.27	0.36
B	1.06	20/1.06	11575.74	0.27	27710.65	0.64	6686.58	0.15
C	1.21	30/1.21	15563.61	0.35	22224.88	0.51	15074.56	0.35
Total	2.77	50/2.77	27139.35	0.62	56047.51	1.29	37338.41	0.86
Overall units per acre (50/2.77) = 18.05								

ENGINEERING
CONSULTING

ATTORNEY AT LAW

ALLES TAYLOR
& DUKE, LLC

3610 35th Ave., Unit 6
Evans, Colorado 80620
(970) 350-0308

ENGINEERING & LAND SURVEYING SERVICES

ALLES TAYLOR AND DUKE, LLC

ZONING DOCUMENT

3610 35th AVE STE. N-6 EVANS, CO

DESIGNED BY: MT

DRAWN BY: MMA

CHECKED BY: SD

DATE

PROJECT NO.

1/14/2020

2013-010

REVISIONS		#	Date	Description	Apprv

ZONING SUITABILITY MAP

REGALADO APARTMENTS REZONE

1913 5TH STREET GREELEY, COLORADO,

COUNTY OF WELD

80631

COLORADO

PART OF SEC. 29, T. 5 N. R. 65 W.

SCALE: 1" = 30'

SHEET 4 OF 4

Regalado Rezone - 1913 5th Street ZON2018-0014

City Council
Kira Stoller, Planner I
March 3, 2020



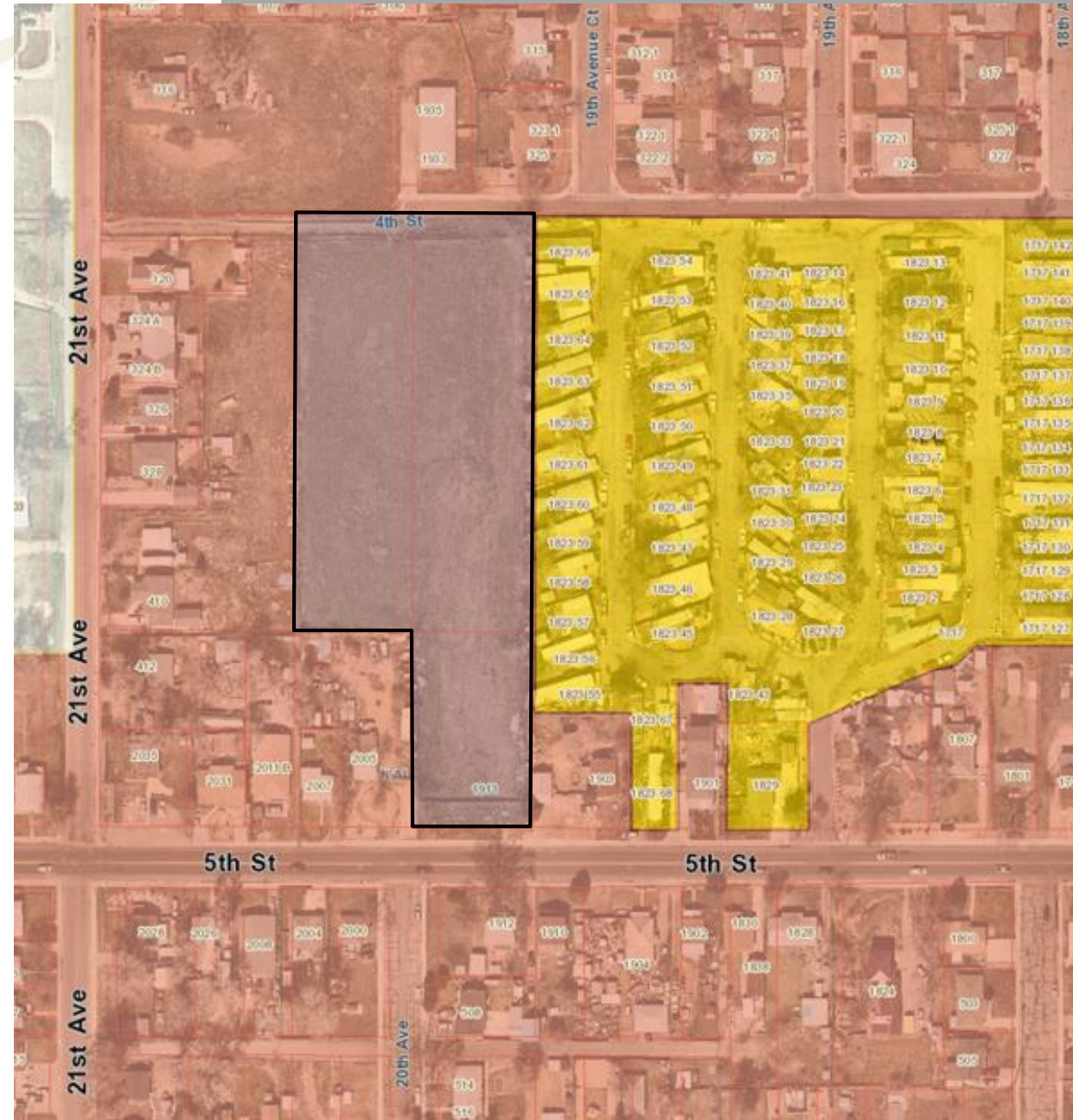
Request & Site Background

- **Request:**
 - **Rezone 2.77 acres of land from R-M (Residential Medium Density) to R-H (Residential High Density)**
 - **Multi-family housing development anticipated (though not guaranteed by zoning, however)**
- **Background:**
 - **Subject site consists of 3 parcels of land annexed in 1961**
 - **Southern parcel has been vacant since 2014**
 - **Northern 2 parcels were not previously developed**
 - **Located within the Redevelopment District, classified as infill**



Location

- **North of 5th Street, south of 4th Street, east of 21st Avenue and west of Mobile Estates mobile home park**
- **Surrounding Land Uses**
 - **North: Residential (mixture of single-family & duplexes)**
 - **East: Mobile home park (Mobile Estates)**
 - **South: Single-family residential**
 - **West: Residential (mixture of single-family & duplexes)**



Site Photos



Approval Criteria

Rezone Criteria – Section 18.30.050(c)(3)

A)	Area changed, or to a degree that is in the public interest?
	• <i>Surrounding area was previously built out, therefore the subject site is classified as an infill property.</i> • <i>Subject site is also located within the Redevelopment District, and improvement within that area is desired.</i>
B)	Existing zoning in place for at least 15 years without substantial development, or obsolete zoning?
	• <i>Property has been zoned R-M ever since being annexed into the city.</i> • <i>There is currently a greater demand for apartments than single-family or two-family dwellings.</i>
E)	Necessary in order to provide for a community related use, not anticipated at the time of adoption of Comprehensive Plan; or have City policies changed?
	• <i>Supports objectives of the City's 2019 Strategic Housing Plan.</i>

Approval Criteria

Rezone Criteria – Section 18.30.050(c)(3)

F) What is the potential impact of the proposed rezoning upon the immediate neighborhood and the city as a whole (including potential noise and environmental impacts, visual impacts, the provision of City services such as police, fire, water, sewer, and pedestrian systems and parks and recreational facilities)?

- *Has potential to increase density of the area, but developing vacant land could revitalize area.*
- *Adequate public facilities to service multi-family development.*

G) Is there clear and convincing evidence that the proposed rezoning will be consistent with the policies and goals of the City's Comprehensive Plan and comply with the applicable zoning overlay requirements?

- *GC-1.2: Encourages a compact urban form over sprawl of leap-frog development.*
- *GC-2.2: Supports jobs/housing balance.*
- *GC-4.1: Prioritizes infill and redevelopment.*
- *HO-2.2: Fosters development of rental properties.*

Recommendation

Planning Commission

- **February 11, 2020**
- **APPROVAL (unanimous)**

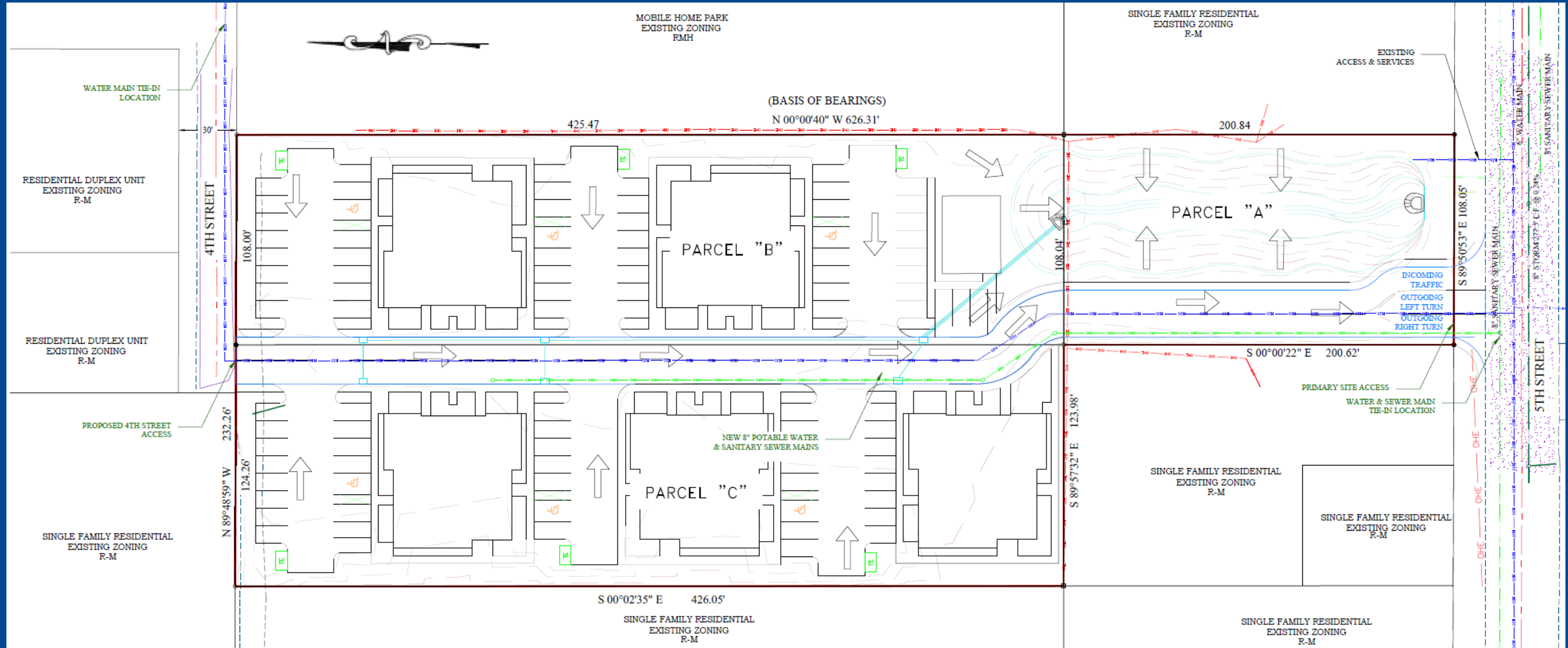




Questions?



Supporting Slide For Use If Needed: Proposed Multi-Family Development (for illustrative purposes only)



Council Agenda Summary

March 3, 2020

Agenda Item Number 18

Key Staff Contact: Cheryl Aragon, Interim City Clerk, 970-350-9743

Title:

Consideration of a resolution Changing the Start Time of Regular Meetings and Worksessions of the Greeley City Council

Summary:

Greeley's Home Rule Charter §3-13 provides that the City Council shall prescribe the time and place of its meetings at an hour to be fixed from time to time by the rules and procedures of each Council, and Greeley Municipal Code §2.04.010(b) establishes specific days for regular meetings and worksessions of Council. The Code also provides that the time and location of regular meetings and worksessions are to be set by resolution.

At the February 4, 2020, regular meeting, Councils' consensus was to change the start times of both the regular Council meetings and worksessions to begin at 6:00 p.m. to better accommodate Council schedules and to maximize the ability of the public to attend and participate in the meetings and worksessions.

If adopted at this meeting, this resolution would be effective for Council worksessions beginning March 24th and regular Council meetings beginning April 7th. In order to accommodate closed captioning during Council meetings, the City's service provider requires ample notification to reassign staff that provides the captioning service. As a result, the transition schedule would be as follows:

March 10th Council Worksession 5:00 p.m.

March 17th Council Meeting 6:30 p.m.

March 24th Council Worksession 6:00 p.m.

April 7th Council Meeting 6:00 p.m.

Upon adoption the City Clerk's Office will work with the Communications & Engagement Department to ensure public notification of and communication regarding this change.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	N/A
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	

Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	If adopted, this change will make the start time of both Council meetings and worksessions consistent, accommodate Councilmember schedules, and maximize the ability of the public to attend and participate.

Legal Issues:

None.

Other Issues and Considerations:

None.

Applicable Council Priority and Goal:

Image

Decision Options:

- 1) Adopt the resolution as presented; or
- 2) Amend the resolution and adopt as amended; or
- 3) Deny the resolution; or
- 4) Continue consideration of the resolution to a date certain.

Council's Recommended Action:

A motion to adopt the Resolution.

Attachments:

Resolution

CITY OF GREELEY, COLORADO

RESOLUTION NO. _____, 2020

**CONSIDERATION OF A RESOLUTION CHANGING THE START TIME OF
REGULAR MEETINGS AND WORKSESSIONS OF THE GREELEY CITY COUNCIL**

WHEREAS, §3-13 of the Greeley Home Rule Charter provides that Council shall prescribe the time and place of its meetings at an hour to be fixed from time to time by the rules and procedures of each Council; and

WHEREAS, §2.04.010(b) of the Greeley Municipal Code establishes specific days for regular meetings and worksessions of Council; and

WHEREAS, §2.04.010(b) also provides that the time and location of regular meetings and worksessions shall be set by resolution; and

WHEREAS, at the February 4, 2020, regular meeting, Councils' consensus was to change the start times of regular meetings and worksessions to begin at 6:00 p.m. to better accommodate Council schedules and to maximize the ability of the public to attend and participate in the meetings and worksessions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO:

Section 1. Regular City Council meetings, first and third Tuesdays of each month, and Council worksessions, second and fourth Tuesdays of each month, shall begin at 6:00 p.m. and will continue to be held in Council's Chambers of the City Center South Campus, 1001 11th Avenue, Greeley, Colorado, effective March 24, 2020.

PASSED AND ADOPTED, SIGNED AND APPROVED this 3rd day of March, 2020.

ATTEST:

CITY OF GREELEY, COLORADO

Interim City Clerk

Mayor

Council Agenda Summary

March 3, 2020

Agenda Item Number 19

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786

Title:

Discussion of recommendations regarding short-term rentals

Summary:

Strategy #1 of the City of Greeley Strategic Housing Plan ("amend the Development Code to promote housing choice") includes the review and regulation of short-term rentals. This worksession discussion will present the issue and its relationship to housing in order to provide City Council with a review of the scope of the study and associated issues, and to receive direction concerning initial code recommendations for this category of land use.

The Housing Task Force was convened to study the emerging land use of short-term rentals such as AirBnb's and VRBO's that host visitors in dwellings traditionally used for full-time residents, and to make recommendations to the City on the regulation of such uses. Such regulations would be specific and targeted to short-term lodging for visitors, and they would not impact the way that the City regulates residency for individuals staying at a property for 30 nights or longer.

The City currently lacks regulations specific to short-term rentals and is not presently issuing licenses or permits to allow short-term rentals to operate. As discussed in the attached staff report, short-term rentals are an emerging – though not yet prevalent – land use.

Through development code regulations, the City can address common concerns expressed by Greeley residents and in other cities related to short-term rentals, such as:

1. Changes to neighborhood character
2. Additional nuisances including noise, trash, and parking
3. Conversion of dwelling units from residential to vacation lodging
4. Effects on traditional visitor lodging such as hotels
5. Unrealized tax revenue due to a lack of collection mechanisms
6. Tension with neighbors due to unclear expectations
7. Disillusionment with local government because of unaddressed problems caused by short-term rentals

The Housing Task Force -- made up of realtors, property managers, business representatives and neighborhood residents -- recommends allowing short-term rentals in owner-occupant dwellings in all neighborhoods. Specifically, the recommendation is to allow the rental of a single spare bedroom to visitors on an ongoing basis in all zoning districts, identified as Tier I Short-term Rentals. Additionally, any owner-occupant

could rent out their entire home to visitors for 20% (73 days or 2 ½ months) of the year, identified as Tier II Short Term Rentals. The Task Force proposes that the complete transition of a dwelling unit for residents into a short-term rental for visitors would only be allowed in the zoning districts that already allow traditional bed-and-breakfast uses, and is categorized as a Tier III Short-term Rental.

Public feedback was generally favorable to the proposed Tier I and Tier II Short-term Rental uses. The full-time conversion into a short-term rental was more polarizing. In general, the same number of respondents expressing that the proposed Tier III standards were too permissive, as those who expressed the proposed Tier III standards were too restrictive, but a plurality suggesting the recommendation was the right approach and, as a result, the Housing Task Force did not adjust the original recommended standards.

This item was presented to the Planning Commission in worksessions on January 18, 2020, and February 25, 2020. Planning Commission expressed interest in short-term rentals for more than a single spare bedroom in lower density residential zones, and noted that some operations rent out more than a single bedroom but less than an entire dwelling. Planning Commission asked staff to research options to accommodate larger short-term rentals in lower density residential zones which could include a Use by Special Review or additional administrative standards. However, the recommendations attached do not include this expansion (as the Planning Commission continues to weigh the merits of this expanded rental use).

Upon receiving further feedback from City Council, adjustments to the Housing Task Force and Planning Commission's recommendations can be made prior to moving forward with code revision hearings with Planning Commission and City Council.

Decision Options:

No decisions are required at this time, though feedback from Council on the recommendations is requested.

Attachments:

January 28, 2020 Planning Commission Staff Report, Housing Task Force
Recommendations, Draft Code Revisions, and Feedback Forms
Additional public feedback received up to February 18, 2020
PowerPoint Presentation

PLANNING COMMISSION SUMMARY

ITEM: Short-Term Rentals Worksession

PLANNER: Caleb Jackson, AICP | Planner II

HEARING DATE: January 28, 2020

PLANNING COMMISSION FUNCTION:

To review the proposed recommendations and provide feedback and guidance.

Background

Short-term rentals are emerging across the country as websites like Airbnb and VRBO have become popular platforms to offer homes as lodging for visitors. Host Compliance, a leading nationwide contractor that provides tracking, permitting, and compliance for short-term rentals, found 88 unique rental units within city limits in December 2019. Because of their potential for neighborhood impacts and influences on the overall housing supply, the City of Greeley is reviewing short-term rentals, and the Housing Task Force recommends enacting applicable regulations. Such regulations (see Attachment B) are specific and targeted to short-term lodging for visitors, and does not impact the way that the City regulates residency for individuals staying at a property for 30 nights or longer.

Shifts in the Lodging Industry

Traditionally, temporary lodging for visitors in the Greeley area has been limited to hotels, bed and breakfasts, and RV parks that meet defined health, safety, and accessibility requirements. These traditional accommodations are staffed, and depending on their intensity, are limited to certain commercial, industrial, and high-density residential zoning districts. Conversely, short-term rentals tend to offer lodging in dwelling units customarily used for residents not typically subject to the same standards as formal lodging. Bringing lodging into neighborhoods has implications on the area's character and may present additional nuisance impacts due to their transitory nature, especially because short-term rentals are oftentimes unstaffed during stays. The lack of specific regulations affects operators of short-term rentals and neighbors because of unclear expectations. Short-term rentals also may reduce the amount of permanent housing in the city, which already has an inadequate supply.

Existing Greeley Regulations

The City of Greeley's regulations do not currently address short-term rentals specifically. The Community Development Director issued a code interpretation determining that short-term rentals may be most similar to a boarding and rooming house as defined in Appendix 18-B of the Greeley Municipal Code. However, the City is not presently issuing licenses and permits for short-term rentals due to unclear expectations.

Impetus

The Strategic Housing Plan, adopted in 2019, tasks the City with developing short-term rental regulations. Through such oversight, the City aspires to provide a framework that ensures short-term rentals are a positive addition to the community with clear and predictable expectations. Both existing and future short-term rentals will need to comply with the newly-drafted parameters.

Regulations can help address common concerns related to short-term rentals such as:

1. Changes to neighborhood character
2. Additional nuisances including noise, trash, and parking
3. Conversion of dwelling units from residential to vacation lodging
4. Effects on traditional visitor lodging such as hotels
5. Unrealized tax revenue due to a lack of collection mechanisms
6. Tension with neighbors due to unclear expectations
7. Disillusionment with local government because of unaddressed problems caused by short-term rentals.

Housing Task Force

Staff reconvened the Housing Task Force that helped develop the Strategic Housing Plan to provide guidance regarding the regulatory framework for short-term rentals. The task force established 10 objectives to help frame the discussion:

1. Only adopt policy requirements that can and will be enforced
2. Keep regulations and processes simple and understandable
3. Tailor regulations to the scale and intensity of an operation
4. Use existing tools and frameworks when possible
5. Maximize the availability of affordable housing options by limiting dwelling unit conversions
6. Provide a level playing field in the lodging industry by ensuring short-term rentals pay appropriate taxes and abide by expected standards
7. Ensure public services funded by lodging tax receive proper revenue
8. Minimize work on compliance personnel by requiring permits and responsible local contacts
9. Allow residents to use their property to generate another source of income to help make ends meet
10. Encourage additional tourism to drive more business to local establishments and events

With the objectives providing a foundation, members of the Housing Task Force analyzed the practices used in other cities to regulate short-term rentals and created draft strategies for Greeley (see Attachment A). Generally, the task force recommends regulating short-term rentals in three tiers:

Tier I - Owner occupants may rent out a spare bedroom to visitors on an ongoing basis in any neighborhood or zone.

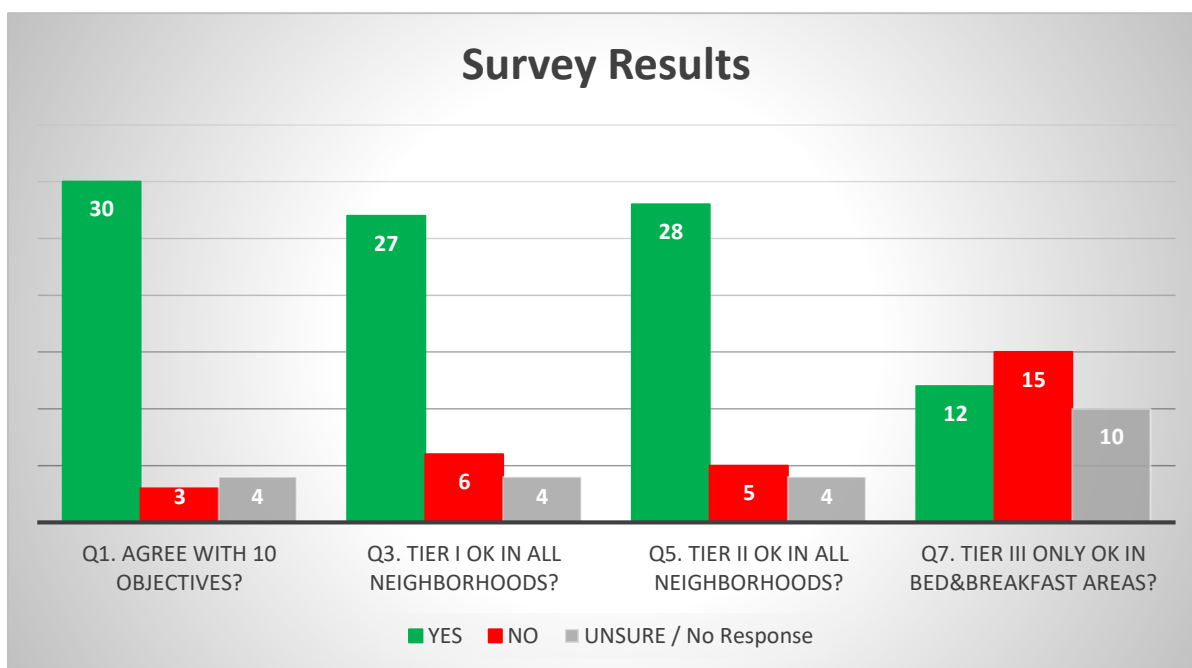
Tier II – Owner occupants may rent out their entire dwelling to visitors for 20% of the year in any neighborhood or zone.

Tier III – Dwellings may be converted from housing for residents into full-time short-term rentals only where traditional bed-and-breakfasts are already allowed such as R-H, C-L, C-H, and I-L zoning districts.

Public Feedback

Feedback on the Housing Task Force’s recommendations regarding short-term rental regulations was solicited by a survey available at a public open house and online. Outreach was conducted via social media (Facebook, Twitter, NextDoor), press releases, a guest newspaper article, GreeleyGov.com, CityScoop newsletter, email lists, and other means. A total of 37 responses were received (see Attachment C). The survey questions were:

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?
2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?
3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?
4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?
5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?
6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?
7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?
8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?
9. Additional Comments.



Respondents were generally favorable to the ten objectives and approach of regulating short-term rentals in tiers based on the situation. For example, renting out a spare bedroom in your home is perceived as less intensive than converting a home for residents into lodging for visitors full-time.

Responses were very favorable towards allowing residents to rent a spare bedroom in their home to visitors in all neighborhoods. A similar share of respondents favored allowing residents to occasionally rent their entire home to visitors when the residents were out of town.

About a third of respondents expressed agreeance that Tier III, converting an entire home for residents into full-time lodging for visitors, should be allowed in the same places as bed and breakfasts. Many respondents expressed disagreement and several more were unsure. Looking at the full survey responses, including comments:

- 9 respondents indicated that Tier III was too lax
- 9 respondents indicated that Tier III was too restrictive
- 8 respondents that marked “NO” or “UNSURE” did not indicate whether they thought Tier III was too restrictive or too lax
- 11 respondents indicated that the recommendation was the right approach

Path Forward

The Housing Task Force met and considered the public feedback gathered (see Attachment C), and made some adjustments based on that commentary. See Attachment A for the revised recommendations. Staff drafted the task force’s recommendations into potential code revisions (see Attachment B) and recommends them favorably. Staff invites further input from the public and seeks direction and feedback from Planning Commission at this worksession. A similar worksession with City Council is upcoming after which staff may consult the Housing Task Force for further adjustments. Then the issue is intended to move forward with hearings at Planning Commission and City Council regarding a short-term rentals ordinance.

ATTACHMENTS:

Attachment A	Housing Task Force Recommendations
Attachment B	Draft Code Revisions
Attachment C	Feedback Forms

Tier I (Spare Bedroom)



Task Force Recommendation	
YES	Residency Requirement
	Primary Residence (180+ Days Per Year), having an on-site resident reduces nuisances
YES	Only 1 Bedroom Per Dwelling Unit
	Relatively small impacts similar to other home businesses (like a home-based office)
YES	Accessory Use
	The principal use is still a dwelling for residents, the STR is a minor/subordinate use
YES	Occupancy Standard (2 Adults + 2 Minors)
	Increases safety and reduces the likelihood of nuisance impacts on neighboring properties
YES	Permitted In Homes In All Neighborhoods & Zones
	This minor/accessory use is compatible in all neighborhoods

Short-Term Rentals – Planning Commission Worksession

January 28, 2020

Tier I (Spare Bedroom)



Task Force Recommendation	
YES	No Additional Off-Street Parking Requirement
	Likely just 1 additional car (like a house guest), adding parking could diminish the residential character
YES	Business License & Lodging Tax
	Required for all businesses in Greeley and provides a mechanism to collect lodging tax
YES	Home Occupation Permit
	Provides a tool to ensure that expectations are clear and standards are met
YES	Safety Self-Inspection Checklist
	Increases safety by ensuring appropriate egress, smoke/CO detectors, fire mitigation
YES	Ownership Requirement
	Perception that owners are more responsible, reduces private lease violations

Short-Term Rentals – Planning Commission Worksession

January 28, 2020

Tier I (Spare Bedroom)



Task Force Recommendation	
YES	Unlimited Frequency
	Frequency is difficult to track/enforce and other standards limit impacts more effectively
YES	Max 14-Night Duration Per Stay
	Perception that longer stays should be housing stock for residents, reduces squatter potential
YES	Max 30 Nights Per Visitor Per Year
	Ensures that guests are truly visitors rather than violations of single-family standards
YES	Responsible Party: On-Site Resident
	Increases safety and reduces the likelihood of nuisance impacts on neighboring properties

Short-Term Rentals – Planning Commission Worksession

January 28, 2020

Tier II (Out-of-Town)



Task Force Recommendation	
	Generally the same standards as Tier I (Spare Bedroom) with following exceptions:
YES	Whole Unit
	Renting the full home while out of town, similar to having house sitters
YES	Occupancy Limited to 8 People
	Limits nuisance potential
YES	Frequency Limited to 20% of Year (73 Days)
	Ensures that the STR is still a minor, accessory use
YES	Responsible Party: Local Representative
	Reduces the likelihood of nuisance impacts on neighboring properties

Short-Term Rentals – Planning Commission Worksession

January 28, 2020

Tier III (Full Conversion)



Task Force Recommendation	
YES	No Residency Requirement
	This tier converts a dwelling into a STR full-time and continuously, comparable to a bed & breakfast
YES	Whole Unit or By The Bedroom
	Allowing rental as a single vacation rental or individual bedrooms similar to a boarding/rooming house
YES	Principal Use
	The full conversion changes the principal use from a dwelling for residents to a vacation rental
YES	Unlimited Frequency
	As the principal use, the unit may be a STR continuously
YES	Max 30-Night Stay Duration Per Stay & Per Year
	No stay should exceed 30 nights, and a guest should not accumulate more than 30 nights per year

Short-Term Rentals – Planning Commission Worksession

January 28, 2020

Tier III (Full Conversion)



Task Force Recommendation	
YES	Permitted in R-H, C-L, C-H, & I-L Zones
	Allowed in the same zones as a bed & breakfast
YES	Business License & Lodging Tax
	Required for all businesses in Greeley and provides a mechanism to collect lodging tax
YES	Site Plan Review
	Provides a tool to ensure that expectations are clear and standards are met
YES	Occupancy Per Building Code
	Allow occupancy per safety standards in the building code
YES	Building Permit & Inspection
	Increases safety by ensuring proper egress, structural, and fire standards are met

Short-Term Rentals – Planning Commission Worksession

January 28, 2020

Tier III (Full Conversion)



Task Force Recommendation	
YES	Parking Required @ .5 Off-Street Spaces Per Bedroom
	Ensures adequate on-site parking is provided to reduce impacts to the area
YES	Responsible Party: Local Representative
	Reduces the likelihood of nuisance impacts on neighboring properties
YES	No More Than 20% Of Multi-Family Building
	Manages impact to housing stock, turning apartment building into hotel

Appendix 18-B

Guest shall mean any individual not providing compensation for temporary accommodations at a resident's dwelling unit for no more than 30 continuous nights and no more than 30 nights in any calendar year. ~~a person who is visiting at the principal or primary home of another person for up to thirty (30) days, and which home is not the principal or primary home of the guest.~~

Resident shall mean any individual inhabiting a dwelling unit for more than 30 continuous nights or more than 30 nights in any calendar year.

Accessory short-term rental shall mean the rental of a resident's dwelling unit, or portion thereof, to visitors.

Primary short-term rental shall mean the rental of a unit, or portion thereof, not occupied by a resident to visitors.

Operator, as used in Chapter 18.56, shall mean the person designated by the owner or lessee of the mineral rights as the operator and so identified in Oil and Gas Conservation Commission applications. *Operator* in other chapters shall mean any individual or business conducting a land use at a site.

Visitor shall mean any individual providing compensation for temporary accommodations at a lodging facility such as a short-term rental, bed and breakfast, hotel, or motel.

Table 18.42-1 \ Minimum Parking Requirements Table

<u>Primary short-term rental</u>	<u>1 space per 2 bedrooms</u>
----------------------------------	-------------------------------

18.30.070**TABLE OF PRINCIPAL LAND USES**

Uses/ Districts	R- L, R-E	R- MH	R- M	R- H	C-L	C- H	I-L	I-M	I-H	H- A	C-D	PUD
lodging:												
- bed and breakfast	--	--	--	D	D	D	D	--	--	--	--	*
- hotels, motels	--	--	--	--	--	P	P	--	--	--	--	*
<u>- short- term rental, primary</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>D</u>	<u>D</u>	<u>D</u>	<u>D</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>*</u>

18.46.050(b)(22) Primary Short-term rental.

18.46.220 – Primary Short-Term Rental

The following provisions shall apply to all sites containing primary short-term rentals whether or not operations commenced prior to the effective date of these standards.

- (1) The maximum stay duration for any visitor at a primary short-term rental is 30 cumulative nights per calendar year. Individuals staying in excess of 30 continuous nights shall be considered residents and must comply with applicable occupancy and family standards within the dwelling unit's zoning district. Operators of primary short-term rentals may be required to provide logs of visitors occupying the property to the City at the discretion of the Community Development Director.
- (2) Operators of primary short-term rentals must provide contact information to the City for a local representative residing within a 30 mile radius of the primary short-term rental that can immediately respond to issues raised by City personnel, public safety personnel, utility providers, or other situations requiring assistance.
- (3) All listings or advertisements for the short-term rental of properties within the City of Greeley must include the business license number in the listing or advertisement.
- (4) Occupancy limits shall be in compliance with applicable building and/or fire standards.
- (5) In buildings with 9 or fewer dwelling units under the same ownership, operators may use no more than 1 unit as a primary short-term rental.
- (6) In buildings with 10 or more dwelling units under the same ownership, operators may use no more than 20% of the units as primary short-term rentals.

18.52.036 – Home occupations.

(d) Home occupation requirements.

- (1) A home occupation shall be permitted as an accessory use to a dwelling, provided that all of the following conditions are continuously met:
 - a. The exterior appearance of the dwelling and lot shall not be altered, nor shall the occupation within the dwelling be conducted in a manner which would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting or signage, or by the emission of sounds, noises, dust, odors, fumes, smoke or vibrations detectable outside the dwelling.
 - b. All persons involved in carrying on the home occupation on the premises shall be legal and regular inhabitants of the dwelling unit. No other employees associated with the home occupation may be at the site for the purpose of conducting any part of the business operation with the exception of accessory short-term rentals.

- c. The dwelling unit shall continue to be used primarily for residential purposes, and the occupational activities shall be harmonious with the residential use.
- d. There shall be no sale and/or display of merchandise which requires customers to go to the property, except as provided in Subsection (2) below.
- e. Vehicular traffic associated with the home occupation shall not adversely affect traffic flow and parking in the area. No more than one (1) customer or client vehicle associated with the home occupation shall be at the home at a time, and no more than ten (10) customer/client visits to the home per week and no more than two (2) trips per week shall be related to the delivery of products and/or materials, with the exception of child care homes and accessory short-term rentals.
- f. No more than twenty percent (20%) of the living space shall be used for the home occupation and any related storage of materials and supplies, except ~~where the home occupation is a for board and care homes or a, child care homes, and accessory short-term rentals shall meet state requirements, where applicable~~. In no event shall the garage be counted toward the total living space area, except as provided in Subsection (2) below.
- g. The home occupation shall be confined within the dwelling unit which shall be the principal building and use on the lot, except as provided in Subsection (2) below, and shall not include use of the garage, whether attached or detached, except for the parking of a vehicle associated with the home occupation.
- h. The use of utilities shall be limited to that normally associated with the use of the property for residential purposes. Electrical or mechanical equipment which creates audible interference in radio receivers or visual or audible interference in television receivers, or causes fluctuations in line voltage outside the dwelling unit, shall be prohibited.
- i. There shall be no on-premises signs advertising the home occupation.
- j. Activities conducted and equipment and material used or stored shall comply with the Building Code.
- k. There shall be no use or storage of mechanical equipment not recognized as being a part of normal household or hobby use.

- l. Only one (1) vehicle, not to exceed one (1) ton capacity, and one (1) trailer which cannot exceed fifteen (15) feet, may be related to and used in conjunction with the home occupation and shall be parked on site except for accessory short-term rentals and as provided in Subsection (2) below. ~~(See also Subsection 18.38.020(p).)~~
- m. Only one (1) home occupation shall be permitted per residence unless more than one (1) home occupation can be operated using the same area within the residence, which shall constitute no more than twenty percent (20%) of the living space and can operate within the parameters of a single home occupation.
- n. The conditions herein may be altered upon reasonable cause and with approval of the Community Development Director.
- o. Any resident offering accessory short-term rentals shall also abide by the following standards whether or not operations commenced prior to the effective date of these standards:
1. Any resident offering accessory short-term rentals may rent a maximum of one bedroom within their dwelling unit to visitors on a continuous basis and may not rent other portions of a dwelling unit to visitors as sleeping areas. In such cases, a resident of the dwelling unit must be staying in the dwelling unit each night that the bedroom is rented to visitors. Contact information for the resident must be provided to the City and the resident must immediately respond to issues raised by City personnel, public safety personnel, utility providers, or other situations requiring assistance.
 2. A resident may rent out an entire dwelling unit as an accessory short-term rental for no more than 73 nights per year. In such cases, operators of primary short-term rentals must provide contact information to the City for a local representative residing within a 30 mile radius of the primary short-term rental that can immediately respond to issues raised by City personnel, public safety personnel, utility providers, or other situations requiring assistance
 3. When renting one bedroom to visitors, occupancy of an accessory short-term rental is limited to the residents of the dwelling unit, two adult visitors over the age of 18, and two minor visitors under the age of 18. The number of occupants may not exceed the number allowed by applicable building and/or fire standards.

4. When renting the entire dwelling unit to visitors, occupancy of an accessory short-term rental is limited to the lesser of either no more than 8 visitors regardless of age or the maximum allowable per applicable building and/or fire standards.

5. Operators of accessory short-term rentals must obtain required licenses and permits, such as a business license, sales tax license, and home occupation permit.

6. The Community Development Director shall create a self-inspection checklist for accessory short-term rentals. In its discretion, the Department of Community Development may require operators of accessory short-term rentals to provide a completed checklist confirming that the dwelling unit has appropriate safety features. Alternately, the Community Development Director may, in their discretion, require a building inspection before a license may be issued. Additionally, the Community Development Director may require reasonable building and/or site improvements to ensure the safety of visitors.

7. Individual visitors may neither stay at an accessory short-term rental for more than 14 consecutive nights nor more than 30 cumulative nights per calendar year. The Community Development Director may require operators to provide booking logs to ensure compliance with this standard.

8. Dwelling units containing an accessory short-term rental must be owned with no less than 50% interest by a natural person who is a resident of the dwelling unit. The subject dwelling unit must be the primary residence in which the resident owner resides at least 180 nights per calendar year.

9. All listings or advertisements for the short-term rental of properties within the City of Greeley must include the business license number in the listing or advertisement.

(e) Permitted home occupations.

(1) The following list of permitted home occupations are examples of those occupations which are considered to be incidental to and compatible with residential land uses subject to all provisions of Section 18.52.036(d), as applicable:

- a. Art or photo studio;
- b. Sewing or tailoring;
- c. Professional office;

- 183 d. Teaching or tutoring;
184 e. Child care home;
185 f. Board and care home;
186 g. Clerical, word processing or desktop publishing services;
187 h. Barber or beauty shop (for the purposes of this Section, body piercing
188 and tattoo establishments shall not constitute a beauty shop);
189 i. Massage therapists who are state-certified;
190 j. Accessory Short-term rentals;
191 j.k. Agricultural produce sales as provided in Section 18.52.036(d)(2) above;
192 and
193 k.l. Any other use determined by the Community Development Director to
194 be incidental to and compatible with residential land uses.
195

Short-Term Rentals Open House 9.30.2019

Feedback Form



Submit Tonight or Email to Caleb.Jackson@Greeleygov.com

Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	YES	<u>NO</u>	UNSURE
Comments:	<i>would prefer prohibiting short-term rentals in my neighborhood.</i>		

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	<u>YES</u>	NO	<u>UNSURE</u>
Comments:			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	YES	<u>NO</u>	UNSURE
Comments:			



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:	<i>see above -</i>
-----------	--------------------

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	YES	NO	<u>UNSURE</u>
Comments:			



depends on how long they are there - long term rentals are better than lots of turnover

6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:	
-----------	--

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	<u>YES</u>	NO	UNSURE
Comments:			



Short Term Rental

8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments:

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name:

Address:

Email:

Additional Comments:

Where & how did you advertise this meeting? I was only made aware by a news release created by Caleb and it came across my desk via internal email. My neighbors heard about it because their son works at KFKA.

The Communications & Engagement Office can help you promote these types of meetings.

Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	YES	NO	UNSURE
Comments:	mostly		

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	YES	NO	UNSURE
Comments:	for the most part		

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	YES	NO	UNSURE
Comments:	it depends on the landlord, tenant expectations		



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:	longer than 10 days is a must 3 months at least to cover summer or seasonal at least a semester		
-----------	---	--	--

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	YES	NO	UNSURE
Comments:	for the most part - but with local responsible party		



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:	more than 30 days to meet needs certainly more than 10 days		
-----------	--	--	--

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	YES	NO	UNSURE
Comments:	mostly see notes on landlords		



8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: *very difficult to police - but zoning is part of the equation*

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name: Redacted

Address:

Email:

Additional Comments:

- home ownership (name on the deed) may be a result of complicated tax & liability reasons between me & my solicitors — not for the City to determine appropriateness
- R-L zoning really needs updating to accommodate modern "family" needs.
- safety, equity in taxation/regulation, are key & appropriate
- good landlords & folks who are doing it right may find some regulations cumbersome - even onerous.
- bad landlords are already an enforcement problem - more regulations won't help this.

Short-Term Rentals Open House 9.30.2019

Feedback Form



Submit Tonight or Email to Caleb.Jackson@Greeleygov.com

Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments: These seemed well-thought out for both sides of the issue. Well done!			

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments: Yes, all STR situations are not the same, I'd be tier II as we live out of town in the summers. This seems appropriate.			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments: This is our situation. We put our home on AirBnB May, 2018 as we didn't have a house sitter that year and it seemed safer than leaving it empty. It was a plus to make money during that time and we're able to make home improvements we would not otherwise be able to afford (and restoring old homes can be pricey!). Our neighbors say they have enjoyed interacting with the AirBnB guests and have never complained.			



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments: I don't like the idea of limiting Tier II to 73 days of the year when it is intended for people who are absent for about half the year. My family lives in Alaska for 5.5 months annually and in Greeley the remainder of the year. This means that my home would sit empty for 25% of the
--

year. The reason we did this was to keep the home occupied, secondarily for the cash flow it offered. I think it would be reasonable to alter Tier II to read "less than 50% of the year." Also, getting your primary residence STR-ready (depersonalization and setup) is not worth only having it available for 20% of the time.

The longest we have had someone stay is one month – this was someone buying a home in Greeley and her house had closed the month prior. Typically, we have three 2-3 week stays per summer as these are UNC online students who come in for short courses. These are my favorite visitors because they have always been responsible adults who are in class during the day and home studying at night. They take the best care of the place and these are those that our neighbors have gotten to know. Limiting stays to 10 days would totally exclude my favorite types of guests.

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?



Circle One:	YES	NO	UNSURE
Comments:			

8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments:

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name	Redacted
Address	
Email:	

Additional Comments: Thank you for regulating this! I have loved hosting on AirBnB and my guests have also had a great experience in our sweet town. I want this to be a good thing for Greeley and I think having a structure will push us in the right direction.

Caleb Jackson

From: Redacted
Sent: Wednesday, October 16, 2019 9:07 PM
To: Caleb Jackson
Subject: [EXTERNAL] Short Term Rental Feedback Form Submission
Attachments: feedback form - Redacted

Hi there, Caleb,

My sister-in-law manages two AirBnB units here in Greeley and attended the meeting last month. I was unable to attend as we live in Alaska for 5.5 months out of the year and have our house listed on AirBnB during that time - Woohoo Tier II! ;) I just sat down and filled out the feedback form and it is attached to this email. I'm glad this is getting regulated - that's a good thing for Greeley and also so that STR guests have better stays. Thank you for directing this! Please let me know if you have any questions or want more input.

All the best,

Redacted

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Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments: if owner occupied			



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments:

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future

Name:

Address:

Email:

Redacted

Additional Comments:

using platforms like airbnb to allow 30+ day stays seems appropriate.

Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments:

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name:	Redacted
Address	
Email:	

Additional Comments:

Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:	<i>Must be primary residence</i>
-----------	----------------------------------

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:	<i>None</i>
-----------	-------------

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments:			



8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments:	<i>None</i>

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name:

Address:

Email:

Additional Comments:

Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Monday, November 4, 2019 8:42 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

I am concerned about #5: Maximize the availability of affordable housing options by limiting dwelling unit conversions. Does this mean if I want to make a mother-in-law unit in the back that I'll be under scrutiny because of concerns for short-term rentals? I want to make sure that the new regulations are not so encompassing that they restrict development that adheres to our master plan objectives regarding in-fill.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

Does "renting" only mean exchange of money?

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

Your Information

Name

Redacted

A

Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Monday, November 11, 2019 2:50 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

Yes! This looks like a really well-balanced approach to the STR issue. I don't have an STR (or long-term rental) in Greeley, but do own both out of town. In my experience elsewhere, it looks like Greeley is really doing this right. Mostly.

I do wonder about the "ownership" requirement of the full-on STR (tier iii). Puzzled why an LLC cannot be the owner. I'm a real person and operate two LLCs and one S-Corp. I'm still a person and pay both individual taxes and those associated with LLCs and S-Corp. The LLC thing is done at the strong recommendation of both my CPA and legal council. They are to make the business... a business. If Greeley expects a Tier III property to be paying business taxes, lodging taxes, and follow safety regs (all of which are GOOD things, BTW), then why not allow that business to be under the protection of an LLC?

Perhaps I'm mis-reading that? As I look for investment opportunities, I'd like to keep Greeley in mind too. I'd like follow up on this. Correction if I'm wrong; some background/reasoning if I have it right. If that's an option... erik@stenbakken.com

Overall though, really happy to see Greeley approaching this in a pro-active way. Seems like a good balance of keeping community feel, while allowing opportunity. I think you all have done good work.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

Especially given the very generous occupancy "limits" set for extended family. Some small homes have a LOT of folks in them and are within code as-is. That's fine. But in another area, a much larger home can be considered out of compliance even though it has double the floor space and half the occupants. I think this is a healthy approach to STR.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Yes. I think that strikes a good balance of business and neighborhood.

I may be confused about a limitation banning LLC ownership of a Tier III STR. As I read it, a Tier III STR cannot be owned by an LLC. If I understand that correctly, I feel that's not a fair limitation (as noted earlier in survey).

Your Information

Name

Redacted

Address

Email

Additional Comments

Proud of Greeley for taking a pro-active, even-handed approach to this issue.

CAUTION: This email is from an external source. Ensure you trust this sender before clicking on any links or attachments.

Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Wednesday, November 6, 2019 3:36 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

After reading an article regarding a shooting at an AirBNB home that hosted a large party, we need to ensure that the short-term rental is compliant with the same rules and regulations that homeowners follow each and every day.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

Is there a time-limit?

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Define occasionally. Is it once a month, twice a month?

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

If there is a way of regulating the AirBNB the same as a Bed and Breakfast? I do not think this is appropriate in a residential neighborhood.

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Short-Term Rentals Open House 9.30.2019

Feedback Form



Submit Tonight or Email to Caleb.Jackson@Greeleygov.com

Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	YES	NO	UNSURE
Comments: However, we do not believe that the current plan addresses guidelines 3, 5, and 9 adequately.			

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	YES	NO	UNSURE
Comments: We believe that there are exceptions that are not addressed in the proposed tiers.			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?



Circle One:	YES	NO	UNSURE
Comments: However, we believe the limit to one bedroom per home is unfair to those who show responsible actions and respect for their neighbors.			

4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments: The regulation penalizes current and future responsible hosts from using additional bedrooms that do not negatively affect their neighborhood. For example, some visiting guests have a family that cannot fit into one bedroom.			
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5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?



Circle One:	YES	NO	UNSURE
Comments: The frequency and max night stays appear to be arbitrary and unrealistic for some situations.			

6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments: "Snow Birds" fleeing to AZ for the winter would be hurt by this.			
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7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?



Circle One:	YES	NO	UNSURE
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Comments: There are large "empty nest" homes that are penalized because they are not in the approved zones which can easily operate without being a detriment to the neighborhood.

8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: Length of stay limits do not take into account UNC parents who come for games, plays, music concerts, etc. Also, Doctoral Students, Hail Repair Agents, and temporary oil workers, etc.

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name: Redacted

Address:

Email: r

Additional Comments: In light of Greeley's projected growth through 2030 and beyond; we are pleased that the City of Greeley is trying to work out a reasonable solution instead of banning "short-term rentals" as other cities have done. We agree that the city needs to provide direction and some protection for all residents. Also, we agree that the city should gain reasonable income from the proceeds. However, we believe there are many "holes" in the tier system that will hurt those that have been and future hosts who will be responsible citizens for short-term rentals. Some operations simply do not fit in any of the 3 proposed tiers.

Redacted

October 26, 2019

To Whom It May Concern,

After attending the meeting on the evening of September 30, [Name] and I through many, many conversations, have concluded our short-term rental offering doesn't really fit into any of the tiers Caleb Jackson described. Let me share a little bit of our story of what we offer guests staying in our home and why we feel we are unique. Our ultimate desire is to be "grandfathered" in to be able to continue the services we have been providing for the last year.

I moved into this house in 1988 with my young husband and 3 little kids. It was a real stretch for us to afford at \$166,000, but we knew we'd stay here for life. After my husband's untimely death in 1992, I was so thankful we were able to stay in our home. In 1998 I used some money to build the addition of a main floor bedroom/bathroom to accommodate the needs of my aging mother to come and live with us. Though it was never my intention, over the next 20 years I cared for 6 end-of-life people in that room. It was a wonderful provision for many families who wanted better, more personalized care for their loved one.

Due to the size of our home we have been the gathering place for every family event. We have hosted various guests countless times over the 31 years I've lived in this house. We've had two family wedding rehearsal dinners and one wedding reception here. [Name] is now 66 years old and we're beginning to think about his retirement. As a Hospice Chaplain his income has never been a lot by most people's standards, and I've been a stay-at-home wife/mother most of my adult life. His Social Security benefits are less than half of what he's making, and we've been looking at ways to supplement our income. Having both been widowed it's important to us to have something in place for the surviving spouse. Airbnb seems like a perfect mix for who we are, and the home God has provided for us in our older age. (We would NEVER be able to afford a house this size to buy it now!) Last summer as I was preparing the four unused bedrooms in our home for guests my heart was overwhelmed with gratitude to the Lord for providing for my family for all these years and now in [Name] and my retirement.

[Name] and I have both been in caregiving roles in both our personal lives as well as professional. I'm a CNA and have been the care provider for my entire family and, as I said, others my whole life. I've been the peacemaker/diplomat/relationship builder in all of my families. [Name] as a Hospice Chaplain, provides emotional and spiritual support in our families, in his work, and in our church.

We've offered our rooms for a little over a year now, and we've had so many amazing experiences. We have provided 5-10 day homes for two newly hired university professors waiting for their apartments to become available. We had a 20-year-old girl who came every month for about 5 months for a short visit with her newly widowed aunt. She couldn't stay in her aunt's home because she was a heavy smoker and it adversely affected her health. We've had countless university student parents come to visit their students that wouldn't be able to as often if our Airbnb location and low-

cost lodging wasn't available to them. Due to the proximity to the university and even the hospital we've had many visitors choose to arrive via shuttle from the airport and not need to rent a car. We have directed our guests to all the downtown restaurants, shopping, and events for which they've been so thankful. We had a couple interviewing for a new job position. We loaned them our bicycles and helmets to ride on the Poudre Trail and they fell in love with our whole city and particularly our neighborhood. He took the position and is temporarily renting a house for his family but is waiting for a house to come for sale in the Cranford/Glenmere area to purchase. We've had people cry to us over their struggling marriages. We've had two people who were here for specific medical testing share with us their fears and anxieties over a potentially scary diagnosis. We've had hail damage repair workers here for just a couple of months as well as a Saudi Arabian doctoral student who only needed a room for 4 months. They can't afford to pay for a motel that many nights and all their meals out! We provide a service they do not. In the last month we've had two rooms with guests that had recently lost one of their children, and also two recent widows. They found compassion, understanding and connection here they wouldn't find anywhere else. God is bringing them here.

We could go on and on with the people we've exchanged life stories with and spent hours providing something they needed far beyond what they could get at a motel or most other Airbnb's. We pray daily that God will bless our services, provide safety for us and our guests, and bring people we can minister to. Read our 150 five-star reviews.

Our only neighbors that knew of our opening were the ones on either side of us and across the street. We told them before we started. None of them have any complaint as the presence of what we're doing does not leave a footprint. If anything, it's caused us to buy more flowers and keep our yard and bushes in pristine condition.

We live in a five-bedroom house and if we were in the phase of life with high school or college age kids living at home, we'd have a lot more cars and traffic here. Many of our guests arrive by shuttle and only walk to their activities or use Uber. Sometimes we give our guests a ride. Guests that do come in cars we ask to park in front of our house whenever possible. The only time it isn't is when other neighbor's cars are in front of our house. Several of our neighbors have four or five vehicles at their homes. We keep our two cars in the driveway and we seldom have even three extra cars at our house. What we are doing has increased business for Uber and Lyft businesses, the airport shuttle, King Soopers and Sam's Club and other stores that provided new décor and furnishings such as Hobby Lobby and Lincoln Park Emporium. Many, many of our guests have enjoyed meals at Sherpa Grill, Santeramo's, the Rio Grande, Roma's, Margie's Java Joint, Fat Alberts, Luna's Taco, Doug's Diner.... and made purchases at Florsheim's Shoes, Sassy Bagz, and Warm Hugs, to say the least. We have also made suggestions for those looking to attend Sunday Worship a Name knows many of the pastors in town.

We specify on our listing sites that we are a no alcohol, no smoking, no vaping, and no marijuana location. There are plenty of other locations that are a better fit for people desiring to use those substances. We advertise ourselves as a "home away from home" and that's what many of our guests say they felt. I get a hug good-bye from almost everyone who has stayed here. We've even received

personal gifts including flowers sent after the guest returned home! You're not going to find that in most of the other locations in Greeley. Our home is an extension of who we are, our commitment to our community, and our Ministry of Blessing to all who enter here. We can't speak for other hosts, but this is part and parcel of what drove us to open our Airbnb in the first place.

We understand the city's desire for licensure and occupancy tax. A year before opening Name tried to contact various offices in the city to get instructions of what we needed to do. He was bounced around to three or four different connections and never received any answers. We would like special permission to continue doing what we're doing in the way we do it and as long as we are owner-occupied. We're just entertaining guests that give us a little money to stay here! Please protect what we thought would be a perfect solution for our retirement years.

Sincerely,

Redacted

Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Wednesday, November 6, 2019 3:12 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

I generally agree, but I also think that short term rentals should be owned by someone who resides in Greeley. I'm not sure you've seen the news recently about scam artists and AirBNB, but basically someone who doesn't live there sends people (who have already paid) to addresses that don't exist. Requiring a permit and requiring Air BNB owners to live in Greeley (or perhaps reside within Larimer or Weld Counties) will help with this and also insure that quality properties are offered.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

I'm not a fan of this stipulation. I get what you're trying to do with it, but I think this precludes several existing AirBNBs here in town to thrive and they are "good ones."

Your Information

Name

Redacted

Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One: ☒ YES ☐ NO ☐ UNSURE

Comments: *Keep the process simple. Make it a step by step process that is easy to find & follow.*

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One: ☒ YES ☐ NO ☐ UNSURE

Comments: *Better to state partial house rental than spare bedrooms*

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One: ☒ YES ☐ NO ☐ UNSURE

Comments:



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments: *Ownership - should allow LLC for accounts to properly track*

types of taxes

No limit to stay duration - longer renters of probably better renters.

30 night per year

shorter stays = more issues

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One: ☒ YES ☐ NO ☐ UNSURE

Comments:



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments: *Same as above*

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One: ☐ YES ☒ NO ☐ UNSURE

Comments:

This creates unnecessary enforcement which goes against 10 objectives



Short Term Rental

8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: *same as above for I + II*

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name:

Address:

Email:

Redacted

Additional Comments:

Appreciate the thoughtfulness & involvement of citizens in process. Keep process simple for understanding the process, being licensed, pay taxes and enforcing the city's objectives

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Saturday, December 7, 2019 12:47 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Comments

Tier III is not "sharing", it's investing, covered elsewhere

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

The 10-day and one bedroom limits are annoying. Many basements have two bedrooms. Couldn't someone str their basement? And what's with the 10-day limit. Couldn't I rent to a student for a semester of school?

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Owners of rental property should be able to rent or lease it as they please as long the property does not become a neighborhood nuisance.

Your Information

Name

Redacted

Ac

Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	YES	NO	UNSURE
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Comments: They are great in theory but seem impossible to manage

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	YES	NO	UNSURE
-------------	-----	----	--------

Comments: too many details - Collect taxes & let homeowners decide who can stay at their house & for how long.

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	YES	NO	UNSURE
-------------	-----	----	--------

Comments: Of course! I believe homeowners should be allowed to decide who & how many people stay in their home.



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	YES	NO	UNSURE
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Comments: of course! I personally do this with my own home in Windsor. I own the home & should be allowed to decide who stays in it.



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	YES	NO	UNSURE
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Comments: I believe the owner of a property should be allowed to decide who & how long guests are allowed to stay. If residents want more stringent rules, they should make them.



8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: I don't see any difference in renting a home for a 3 month lease or a 10 day stay. Why can't we allow landlords to make their own policies instead of having local government get involved?

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name:

Redacted

Address:

Email:

Additional Comments:

Your main objective is to adopt policy requirements that can and will be enforced. I think you are opening a can of worms and will be almost impossible to meet this first and most important objective. There are so many fine lines, it will be almost impossible to manage this. It seems like wasted resources and lost tax revenue using funds to pay salaries of City officials to regulate such details.

I wish you would require a business license, collect taxes through Airbnb and let the homeowners be the landlords instead of landlording the landlords.

Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Wednesday, November 6, 2019 7:52 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

I am unsure if I find merit in objective 6: "Provide a level playing field in the lodging industry by ensuring short-term rentals pay appropriate taxes and abide by expected standards." Who is establishing this 'level playing field' (the lodging industry?), and what is it, and who gets to decide if/when the playing field has changed?

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

In general yes. But some items in tier one seem to take away some home-owner rights, such as the maximum number of nights a visit may last. Does this prevent me from having a long-term roommate (let's say a college student who I rent a room to for the academic year)?

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

I have no idea what 'all neighborhoods' actually means? Perhaps some examples could be provided for context. If existing law and/or HOA's permit renting, I don't know what other elements of a neighborhood should be considered.

What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

I support identifying ways to collect appropriate taxes. However, if someone has two bedrooms, why would we prohibit them from allowing multiple visitors from using them, and why should we limit the amount of time of a stay or frequency? I see these sorts of policies as resulting in people finding ways to work around them or resulting in unintended consequences.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

As long as occupants are not violating existing ordinances or breaking laws I don't have concerns.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

If the primary function of the property is to serve as a business it should be highly regulated for proper safety, impact on neighborhood, taxes and infrastructure use, and insurance purposes.

Your Information

Name

Redacted

Address

Email

CAUTION: This email is from an **external** source. Ensure you trust this sender before clicking on any links or attachments.

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, October 18, 2019 3:48 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

It seems like this is creating regulations for the sake of creating regulations. Why do you feel like you need to tell residents what to do with their property?

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Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	YES	NO	UNSURE
Comments:	<i>This is a fair reaction</i>		

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	YES	NO	UNSURE
Comments:	<i>You are overreaching</i>		

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	YES	NO	UNSURE
Comments:	<i>What someone does with their house is not governments concern</i>		



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments:	<i>You seem to be listening to whiners only.</i>
-----------	--

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	YES	NO	UNSURE
Comments:	<i>This is not a big deal</i>		



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:	<i>It's not governments job to legislate what someone does with their private property.</i>
-----------	---

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	YES	NO	UNSURE
Comments:	<i>I disagree with this.</i>		



Short Term Rental

8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: <i>Government is too big.</i>

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name: Redacted

Address:

Email:

Additional Comments:

Go Broncos.

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Monday, December 9, 2019 12:14 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

I disagree with #10, Encourage additional tourism to drive more business to local establishments and events. It is fine to encourage tourism, but short term rentals in neighborhoods should NOT be a way to encourage tourism while neighborhoods are destroyed.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Comments

Short term rentals should only be allowed for rooms or apts where the owner lives. We have one in my neighborhood that the whole house is rented without the owner being present and there have been up to 8 cars parked in the street for people staying in the house. We have no idea who the people are living there and this presents a risk to the children that live next door to the house and all the children on the block as well as to the elderly persons who live in the neighborhood. I am currently considering selling my home and moving from the neighborhood as I do not want to live across the street from a Motel 6. My other concern is that 2 other homes on the block are for sale and if another B&B opens up in one of those, my home's value may decline.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Absolutely NOT. This destroys the integrity of family neighborhoods and will lead to devaluation of others homes.

Your Information

Name

Redacted

Short-Term Rentals Open House 9.30.2019

Feedback Form

Submit Tonight or Email to Caleb.Jackson@Greeleygov.com



Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One:	☒ YES	☐ NO	☐ UNSURE
Comments: But the city does not have the resources to monitor and enforce			

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One:	☐ YES	☒ NO	☐ UNSURE
Comments: the big problem is existing single family violations			

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One:	☐ YES	☒ NO	☐ UNSURE
Comments: Slippery Slope			



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments: enforcement + monitoring

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One:	☐ YES	☒ NO	☐ UNSURE
Comments: enforcement + monitoring			



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments:

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One:	☐ YES	☒ NO	☐ UNSURE
Comments: Define traditional B&B			



Short Term Rental

8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: Breakfast = Food = Health inspection

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name:	Redacted
Address:	
Email:	

Additional Comments:

Short-Term Rentals Open House 9.30.2019

Feedback Form



Submit Tonight or Email to Caleb.Jackson@Greeleygov.com

Thank you for your interest. We appreciate your feedback!

1. Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Circle One: YES ☒ NO ☐ UNSURE ☐

Comments:

2. Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Circle One: YES ☐ NO ☒ UNSURE ☐

Comments:

3. Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Circle One: YES ☐ NO ☒ UNSURE ☐

Comments:



4. What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Comments: Car parking / Not knowing much about the renters.

5. Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Circle One: YES ☐ NO ☒ UNSURE ☐

Comments: May not be good neighbors! Since being there a short time



6. What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Comments: They may not take care in being good neighbors. possibly trouble makers

7. Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Circle One: YES ☐ NO ☒ UNSURE ☐

Comments: I have experience with one @ Hillside straw lawn, front & back weeds - People in & out continually Not a good idea!



8. What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Comments: I have tried to get something done about an air B+B in July. No results. Even yard code issues not done since July for this air B+B & other residential areas.

Providing your name, email, and address is optional. However, they help us understand what neighborhoods are interested and gives us a tool to keep you in the loop about future meetings and hearings.

Name: Redacted
Address:
Email:

Additional Comments:
We already have many codes. They cannot control them at all.
Don't let our neighborhood lose its purpose and character.

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, October 18, 2019 3:18 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

There did seem to be a whole lot of shared language within the tiers, so I'd be concerned that the policies and regulations aren't clearly defined among the different situations.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

My main issue, which will be repeated through each tier, is that there is clear channels for neighbors and community members to address the issues raised by rentals.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Given that there are so many college and rental properties in our town already, this seems like a potential for whole neighborhoods to turn into B&B streets.

My main issue, which will be repeated through each tier, is that there is clear channels for neighbors and community members to address the issues raised by rentals.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

As a new homeowner, I am very concerned about the expanding investment opportunities in this field. My family had a very hard time purchasing our first home - entirely because we couldn't compete with investors. We put several offers on homes within our price range that were all rejected because of cash offers from flippers or rental companies. And this problem is also artificially driving up the cost of homes, particularly for properties that are ideal for first-time homeowners.

Expanding the opportunities within "Tier III" is just going to exacerbate the problems that my family went through in the year looking for our first home, and I don't want anyone else to face what we experienced.

My main issue, which will be repeated through each tier, is that there is clear channels for neighbors and community members to address the issues raised by rentals.

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Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Thursday, December 12, 2019 1:39 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

No

Comments

I think this will be very difficult to enforce.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

No

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

How many times a year can this be done? Is there a required time period? For example, can people rent out their homes if they are gone for a week? Two weeks? I have less concerns if the home is rented out for a semester or longer.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

We should do all we can to make certain that rental properties are available for tenants rather than for visitors. Greeley has plenty of capacity with hotels. If a place is a traditional B and B or a registered one, they will be contributing to tax base. Consistent rentals cause problems with parking and too much coming and going for neighbors. I am not including my information but I live in a downtown neighborhood on 11th St bordered by 14th Ave and 11th Ave.

Your Information

Additional Comments

I appreciate the city's attention to this issue.

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Saturday, December 7, 2019 12:31 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

Tier I should allow two bedrooms.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Comments

Two bedrooms is ok, too.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

airbnb landlords and renters give careful reviews and ratings of each other. This helps ensure that the renters are not a bother to the neighborhood.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

I think Tier III is an investment concept, not a sharing concept like Tiers I and II. Let's stick to "sharing" in these regulations and leave investors in Tier III out of it. Isn't rental property covered elsewhere?

Your Information

Name

Redacted

Address

Redacted

Em

Additional Comments

This is a well-thought-out questionnaire and issue. Thank you, Greeley for your excellent government!

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Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Friday, November 1, 2019 9:41 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

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Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Tuesday, November 5, 2019 1:25 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

We do have a housing shortage and some of this is necessary.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

This is a wonderful thing for families on vacation. It is a win-win situation for families on vacation and owners.
We love this feature with our family and have used this situation to everyones advantage.
Not everyone likes a hotel arrangement.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

Your Information

Name

Address

Redacted

Email

Redacted

Additional Comments

I hope the city will not make this form of entrepreneurship difficult for our citizens.

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Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Friday, November 1, 2019 10:05 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

Your Information

Name

Redacted

Address

Email

CAUTION: This email is from an **external** source. Ensure you trust this sender before clicking on any links or attachments.

Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Wednesday, November 6, 2019 8:04 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Unsure

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

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Caleb Jackson

From: webmaster@greeleygov.com on behalf of do-not-reply@greeleygov.com
<webmaster@greeleygov.com>
Sent: Sunday, November 3, 2019 6:07 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

I am not sure the logic or reasoning behind number 5. Surely short-term rentals like airbnb are no substitute for actual affordable housing?

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

This one seems a bit difficult to enforce. What if I am away for months, and rent my home for months? How is that different from having a home in Greeley as a second home, and renting it out for many months at a time, except when I'm in town for the stampede, for example? I am essentially an absentee landlord, at that point, aren't I?

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

Your Information

Name

Redacted

Ac

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, October 18, 2019 4:40 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

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Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Monday, December 16, 2019 12:06 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

Make sure protect minority populations and low income households with larger families from discrimination. Family should be allowed to stay in somebody's house without time restrictions.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Comments

Rentals in Greeley should go to individuals intending to stay in Greeley. Short term leases should be allowed for renters, but there is not enough available housing to fill rooms with temporary guests for the sake of making money.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

No

What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

Keep housing available to people living in Greeley

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

No

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

Only for long term rentals, there is not enough housing for visitors to take the housing that is available.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

It will drive up costs, build more housing and keep available housing open to residents only.

Your Information

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Tuesday, December 17, 2019 12:28 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

I don't understand why capping stays to 10 days max is necessary. Is this done in hotels?

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

20% of the year feels arbitrarily low. Allowing Tier II houses to rent 50% of the year seems more reasonable. Short term rentals is the only thing that makes sense for some families who own homes in Greeley as their primary residence but for a certain amount of time are gone; for example friends of ours who work in Alaska during the summer and rent their home in Greeley during that time. Even better would be to make the rule be 50% of days rentable over a period of 5-6 years. (though this may be difficult to be enforceable...) My husband and I rent our home on Airbnb because we are out of the country for 2 years while my husband completes a masters program. We love Greeley, our neighborhood, our home and want to return, so we didn't want to sell our house. We also couldn't take all our furniture to our much smaller apartment we are currently living in (nor did it make financial sense to move it out of the country and then back again two years later). We did try to find a long-term renter who would take the house furnished but couldn't find anyone. So we decided to try short term rental. We talked to our neighbors and made sure this would be good for them as well. One of our neighbors ended up being our main cleaner and property manager. In fact, she mentioned that the extra income has helped them cover some unexpected medical bills that came up for them. We market our house as family-friendly, no-smoking etc and spent a good deal of money decorating and updating the interior decor to attract high quality guests who wouldn't be a nuisance to our neighbors. We honestly probably would have made a little more money with a long term rental than we currently make. But the logistics didn't work out for a long term rental since this is not truly a rental property, but a residential property that for a short period of time is being rented out. This is why I believe our property should fall under Tier II regulations.

The 10 day max stay again seems arbitrarily low. Our property would be the perfect 3 month home for a traveling nurse working at NCMC and bringing a family along. Family friends of our from Greeley who went to the West Coast for 7 months and did 2 travel nurse stints rented from Airbnb and said it was perfect for them. Because they are staying for so short a period it makes much more sense to get somewhere furnished. But it is also much better for the family than staying in a hotel for 3 months. If there has to be a max stay, why not change it to 100 days? (Which could then leave this as a possibility)

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

I am actually ok with most of the proposed regulations on Tier III because I also don't want to see so many rental houses being fully converted to short term rental that it takes away from the long term rental market. However, in the case of our property, due to us being gone for 2 years and renting it out the whole year we would be lumped into Tier III. And in the current zoning we would be shut down (because we aren't in the right zone). So if we could be considered Tier II (since that is at heart what we are - not really a full "conversion") then I am happy to have the Tier III zoning as is.

Your Information

Name

Redacted

Address

Email

Additional Comments

I really think Tier II needs some re-thinking so you can accomplish objective #5 of limiting full "conversions" but also objective #9 of allowing people to use their homes to make ends meet. 20% is just too low. People don't rent their home because they are going to be gone for one or two weeks on vacation. It is way too much work to get your home rent-ready, create the listing etc to just make a couple extra bucks when you go on vacation. It is people who are living life in creative ways (such as the seasonal workers, extended travel, or like us, away for graduate programs) who should be able to fit into Tier II. These are people who call Greeley home and keep coming back here because we are committed to Greeley.

We need to make sure that objective #10 is kept in mind as well. Short term rentals DO encourage tourism and local business. It is not just "taking away" from the hotel business - it actually adds to tourists in Greeley. There is a growing segment of the population who have realized they much prefer to stay in a home than in a hotel room. For those of us with families with young kids - it allows us to have a place to hang out after the kids are in bed at 7pm instead of spending the evening tiptoeing around a dark hotel room. For those who want to travel but can't spend the money to eat out at every meal, it allows them to cook some meals on the cheap at home and then still splurge on a meal out on the town (as opposed to not being able to afford to travel at all). We recently had parents of a UNC student who were able to spend Thanksgiving with their son and cook a whole Thanksgiving meal in our kitchen.

Also - People staying in short term rentals are interested in local businesses and culture. They don't want to go to just the big box stores/restaurants, they want the local flavor. Many hosts have recommendations posted for local hangouts. We have multiple times had guests ask us personally for recommendations and we are happy to direct them to our favorite spots downtown, the local coffee shops etc.

I want to see Greeley continue to flourish and I hope the regulations will help do that. Thanks for all your work and thoughtfulness on this.

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Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Tuesday, December 17, 2019 5:26 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

I am not certain I understand objective 5, "Maximize the availability of affordable housing options by limiting dwelling unit conversions."

I do know that I am not in favor of anything that results (i.e. limiting) in unequal opportunities for all.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Unsure

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

Your Information

Name

Redacted

Address

Email

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, December 20, 2019 12:35 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Unsure

Comments

some might use this as a means of getting around zoning and renting on a longer term basis

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

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Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, December 20, 2019 4:56 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

Thank you. I'm very appreciative of the efforts of the City as well as the Task Force.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

In my particular scenario, I live in an 8-plex. Six of the apartments each have one resident. Those residents have lived there between 1 and 29 years. The remaining two apartments are AirBnB.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Unsure

Comments

Possibly. The rules of the house dictate much of the impact. One guest can bring several more along w/ their cars; much coming/going if allowed. I've also seen that one guest environment in the form of a very quiet and transparent guest. As stated in the Tier 1 doc, tracking and enforcing are the core concerns.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Unsure

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

I've seen firsthand how many people can fit in a two bedroom apartment as they come to visit the person who has rented the property; they are on holiday and we the residents need to work in the morning. It's all about respect for your neighbors, and visitors (and their guests) often feel no need. This summer our two apartments in our 8-plex yielded at least 10 cars on the street; a huge wedding party. I've seen similar scenarios play out in some of the AirBnB homes in our area. It's been difficult to find the positive with some guest scenarios and other weeks/weekends the guests have been fairly transparent. For those of us who are living it, the uncertainty of who your neighbor will be is one of the most challenging aspects.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

It has been difficult having 2 AirBnB in our 8-plex. Examples of challenges are guests pounding on our doors (late at night that is frightening) because they think our door is the AirBnB Apt. and then yelling from our porch to those waiting in the car, guests being allowed to bring pets (we are not allowed to have pets as residents), guests parking in front of our garages in back (blocking us in) because they don't want to park on the street, guests smoking on front/back porches (we are to call owners to report but that puts us in the position of policing the complex), guests requesting assistance w/ getting around the community, and finally parking (being near the university one 2 bedroom apt can bring 4 cars to the curb).

Your Information

Name

Redacted

Ad

Em

Additional Comments

I'm appreciative of this opportunity to share feedback on this issue.
If you have any additional/specific questions please feel free to contact me.
Thank you,

Redacted

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Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Saturday, December 28, 2019 7:05 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

No

Comments

A number of local residential property owners in the City who live in their homes are already renting out space on a continuing basis. Therefore, is it necessary to establish these Tiers?

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

No

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

No

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

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Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Thursday, January 9, 2020 6:19 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Unsure

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

Affordable rental housing is extremely tight in Greeley. I work with a number of clients who are homeless, doubled-up with friends or relatives, and many who cannot afford the local rents. I believe full-scale conversions by investors diminishes rental availability and hurts the local hospitality industry. I would like to see this type regulated and locations restricted tightly, classified with commercial lodging and clearly identified as such. I am also concerned about lack of supervision; investor owned, absentee landlords already account for a big portion of our city's housing. This type of lodging was not the original goal of Air B&B; Tier 1 and Tier 2 are more akin to that. That way, even I could rent out a bedroom to visitors occasionally for extra money. Or have a house sitter type situation when I want to be away.

Your Information

Name

Redacted

Address

Email

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, February 14, 2020 4:54 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Unsure

Comments

Number 3 bothers me, I see increased potential for rule bending, subjective and unfair decisions, additional man hours dealing with varied complaints due to what the detractor views as unfair. If one is going to get into the lodging business then they follow the same rules of the lodging business. One stipulation that I would add is if there are a certain number of citations issued and found credible in a certain amount of time the permit to short term rental is revoked with substantial fine if the owner continues to rent.

(Number 5) I don't see how limiting the number of permits is going to help housing prices become more affordable as long as there is a strong demand .

I do think it highly important that only property deeded to private individuals and only one property per individual is allowed. I do think that a management company could administer the needs of the property for those owners that are living someplace other than Greeley or may have constraints that don't allow them to manage the property properly.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Unsure

Comments

What does that really look like?

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier I, renting out a spare bedroom within a home to visitors?

How long is short term and how, in the world can one enforce it. What happens if someone's niece from Nebraska is going to UNC and it benefits everyone to rent a space to her?

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

You either allow it or you don't. What socioeconomic group get excepted?????

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

Your Information

Name

Redacted

Address

Email

Additional Comments

I, frankly, think that short term rental of property, with enough resources dedicated to regulating it, can be better than long term rentals. If you have a run down property, you aren't going to get many customers in the long run. In my 65 years of living in Greeley I have seen too many houses deteriorate when they turn into rentals. I have, also, seen multiple families living in a single family zoned area with less than stellar results.

CAUTION: This email is from an **external** source. Ensure you trust this sender before clicking on any links or attachments.

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, February 14, 2020 9:22 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

No

Comments

I am against any short term rentals in any neighborhood.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Comments

I don't think short term rentals should be allowed in any neighborhood.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

No

Comments

I don't think businesses (short term rentals) and residential neighborhoods should be co-mingled.

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

No

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

I am against short term rentals (operating a business) in a neighborhood.

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

No

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

I do not feel that long term rentals are the same as short term rentals. If someone wants to sign a 6 month, 1 yr or long term lease, that is different than a short term /nightly/weekly rental agreement - go to a hotel!!!

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Tuesday, February 18, 2020 11:35 AM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

Yes

Comments

Not sure about how much lodging tax can be utilized without making the nightly amounts unreasonable? As well as how will permits work? Annually? What are other cities like Denver, Seattle, FOCO doing and has it been working? I know you all have the research, just curious.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

Yes

Comments

How will the city regulate between the tiers? What will stop someone from saying they are only renting a room and rent the entire house? And how do we keep the city resources from being bogged down by this as well as too much oversight from the city on homeowners doing the right thing?

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Unsure

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

What additional questions, concerns, or comments do you have about Tier II, occasionally renting out an entire home to visitors while the residents are out of town?

As long as city ordinances are followed by those renting

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

CAUTION: This email is from an **external** source. Ensure you trust this sender before clicking on any links or attachments.

Caleb Jackson

From: do-not-reply@greeleygov.com
Sent: Friday, January 17, 2020 10:30 PM
To: Caleb Jackson
Subject: [EXTERNAL] STR Survey Submission

General

Do you generally agree with the 10 objectives guiding the approach for regulating short-term rentals?

No

Comments

Objectives 5, 6, 7, 8 appear to be a way to keep funding an outdated system which is in decline in spite of a free market. It is just another way the government is keeping progress slowed in fear of change.

Do you generally agree that regulating short-term rentals in three tiers based on the situation is appropriate?

No

Comments

The regulating of use of a privately owned property by individual people encroaches on a persons rights to the point of being at the tip of my nose. Your ability to regulate property ends at my private property lines end where my rights begin.

Tier I

Do you feel that Tier I, renting out a spare bedroom within a home to visitors, is typically appropriate in all neighborhoods?

Yes

Tier II

Do you feel that Tier II, occasionally renting out an entire home to visitors while the residents are out of town is typically appropriate in all neighborhoods?

Yes

Tier III

Do you feel that Tier III, continuously renting a home to visitors instead of residents, is typically appropriate only in the places that a traditional bed and breakfast is allowed?

Yes

What additional questions, concerns, or comments do you have about Tier III, continuously renting a home to visitors instead of residents?

I believe that regulation of the use of private property in favor of taxation and further subsidizing of outdated lodging systems; is another way the government is trying to keep their hand in my pocket and take my money. i believe it is once again limiting the average citizens rights in favor of the business and in favor of subsidized lodging companies. Quite frankly i believe the market should be allowed to evolve and adjust with the flow of supply and demand and the governments attempts to hinder, or shape that is bullshit and should not be tolerated. I believe that if the elected officials continue to support businesses instead of the people who voted them into offices then we will vote them out in the next election.

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January 29, 2020

To the Members of the Greeley Planning Commission,

Thank you for what you do in keeping our community safe and healthy. Thank you also for allowing us to briefly speak regarding our situation at the Commission meeting on January 28th. We did not know how to communicate our gratitude for the opportunity and build a context as to why we entered the Short-Term Rental Market. Hence, the purpose of this letter.

Our home is very precious to us. It is listed on the City of Greeley Historic Registry and we desire to maintain its historic appeal and character. We also desire to see our city maintain its "small town" appeal that many of our guests have noticed and found dear. Our Cranford neighborhood is one of the most historic and beautiful neighborhoods in the city and we would like to keep it that way.

My work as a Hospice Chaplain for the last 16 years has been very rewarding, challenging, and sometimes exhausting. It has been my privilege to serve the communities and families of Northern Colorado as they journey through some of the most difficult paths they have ever had to traverse.

As we considered our future in working towards a sustainable retirement, AIRBNB entered on our radar screen to provide a good mix of replacement income, community involvement, and ministry opportunities. We are "empty nesters" and have 5 bedrooms and 5 bathrooms that are mostly unused since we are the only 2 that live here permanently.

We understand and agree to the need for regulation and taxes to support the enforcement efforts to protect our city and visitors. For example, there are speed limits in place to protect our residents from the few that would carelessly drive our streets. Unfortunately, there are a few hosts that are in the Short-Term Rental industry that are in it for the money without regard to the peace and safety of those in the neighborhood. That is not acceptable!

We cannot speak for other hosts; we can only speak for ourselves and our intent from the beginning of this venture. Attached is a letter we submitted to Caleb regarding the proposed regulations which we hoped would explain our reasons for embarking on this journey. We do have a website which directs guests to the AIRBNB site.

<https://cranfordmeadows.wixsite.com/cranford-meadows>

We hope this introduction will serve as an explanation for our desire to keep all our bedrooms open, instead of being limited to one by the current proposal.

As a side note, we would like to offer a tour of our home to anyone on the Planning Commission or City Council as a way of seeing and understanding what we do and are passionate about.

Thank you for your consideration.

Sincerely,

Rev. Larry and Kristi Kilpatrick
1857 13th Ave
Greeley, CO 80631
(970) 301-0518/(970) 301-0519

Short-Term Rentals

**City Council
Worksession**

March 3, 2020



Background

- **2019 - Strategic Housing Plan**
 - **9 Strategies**
- **Amend the Development Code to promote housing choice**
 - **Correct Zoning Mismatch**
 - **Accessory Dwelling Units**
 - **Minimum Lot Size**
 - **Incentivize Affordable Housing**
 - **Encourage Complete Neighborhoods**
 - **Short-Term Rentals**
- **Housing Task Force**

STRATEGIES

Nine Housing Strategies:

1. Amend the Development Code to promote housing choice;
2. Minimize development costs for affordable housing;
3. Engage alternative housing providers to build affordable housing;
4. Improve the housing product mix;
5. Address the impact of raw water cost on housing affordability;
6. Complete subarea and neighborhood plans;
7. Create more ownership, move-up, and executive housing options;
8. Encourage vocational training, and apprentice programs for building trades; and
9. Facilitate development of manufactured home communities as an important affordable housing option.



Existing Conditions

- **Shifts in Visitor Lodging:**

- Traditionally Hotels, Bed and Breakfasts, RV Parks
- AirBnb, VRBO, etc transition dwelling units (or parts thereof) into lodging for visitors

- **Existing Regulations:**

- No specific short-term rental regulations

	R-H	C-L	C-H	I-L	I-M
Boarding House					
Bed & Breakfast					
Hotel or Motel					
RV Park					

Why Regulate Short-Term Rentals?

- Neighborhood Character
- Nuisances (Noise, Trash, Parking)
- Conversion of Dwelling Units
- Affects on Formal Visitor Lodging
- Unrealized Tax Revenue
- Tension With Neighbors
- Disillusionment



Community Approach

Housing Task Force

- **Reconvened from Strategic Housing Plan**
- **Stakeholders include business owners, realtors, property managers, interested citizens, DDA**
- **Met on 8/28, 9/16, and 12/17**

Public Engagement

- **Open House (9/30)**
 - **29 Attendees**
 - **12 Feedback Forms Received**
- **Online Survey (Oct to Jan)**
 - **25 Feedback Forms Received (As of 1.16.2020)**
- **Website, CityScoop, Greeley Tribune, Facebook, Twitter, NextDoor, Email Lists**
- **DDA, Visit Greeley/Chamber of Commerce, Realtors Assoc.**

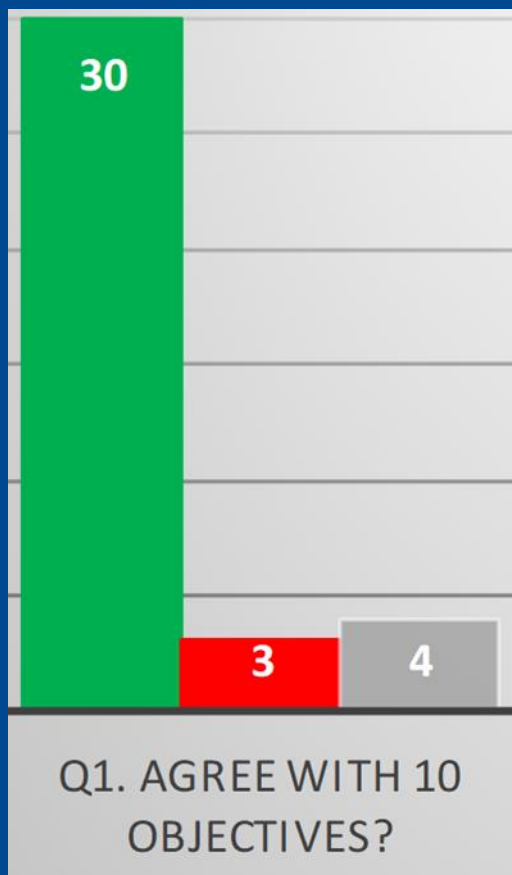


Objectives

1. Only adopt policy requirements that can and will be enforced
2. Keep regulations and processes simple and understandable
3. Tailor regulations to the scale and intensity of an operation
4. Use existing tools and frameworks when possible
5. Maximize the availability of affordable housing options by limiting dwelling unit conversions
6. Provide a level playing field in the lodging industry by ensuring STRs pay appropriate taxes and abide by expected standards
7. Ensure public services funded by lodging tax receive proper revenue
8. Minimize work on compliance personnel by requiring permits and local responsible contacts
9. Allow residents to use their property to generate another source of income to help make ends meet
10. Encourage additional tourism to drive more business to local establishments/events



Objectives



10 Objectives Comments

1. Preference against short-term rentals in their neighborhood
2. Recommendations do not give enough weight to objectives 3, 5, 9
3. Desire simple processing
4. Disagree objective 10 using neighborhoods for supporting tourism
5. Difficult to manage/balance
6. Concern about resources for enforcement
7. Does not see connection between STRs and affordable housing stock, objective 5

3 Tier Strategy Comments

8. Proposed tiers do not address all situations
9. Desire owners to live nearby
10. Support accessory STR in neighborhoods, but not primary STR in neighborhoods due to nuisance
11. Regulations too complex and burdensome
12. Approach is well balanced

Three Tiers Approach

Tier I (Spare Bedroom)



Renting a spare bedroom in a home to visitors. Similar to having house guests.

Tier II (Out-of-Town)



Renting a whole home to visitors while the residents are out of town. Similar to having house sitters.

Tier III (Full Conversion)



Renting a home only to visitors instead of to resident tenants. Similar to a b&b.



Tier I (Spare Bedroom)

Task Force Recommendation	
YES	Residency Requirement
	Primary Residence (180+ Days Per Year), having an on-site resident reduces nuisances
YES	Only 1 Bedroom Per Dwelling Unit
	Relatively small impacts similar to other home businesses (like a home-based office)
YES	Accessory Use
	The principal use is still a dwelling for residents, the STR is a minor/subordinate use
YES	Occupancy Standard (2 Adults + 2 Minors)
	Increases safety and reduces the likelihood of nuisance impacts on neighboring properties
YES	Permitted In Homes In All Neighborhoods & Zones
	This minor/accessory use is compatible in all neighborhoods



Tier I (Spare Bedroom)

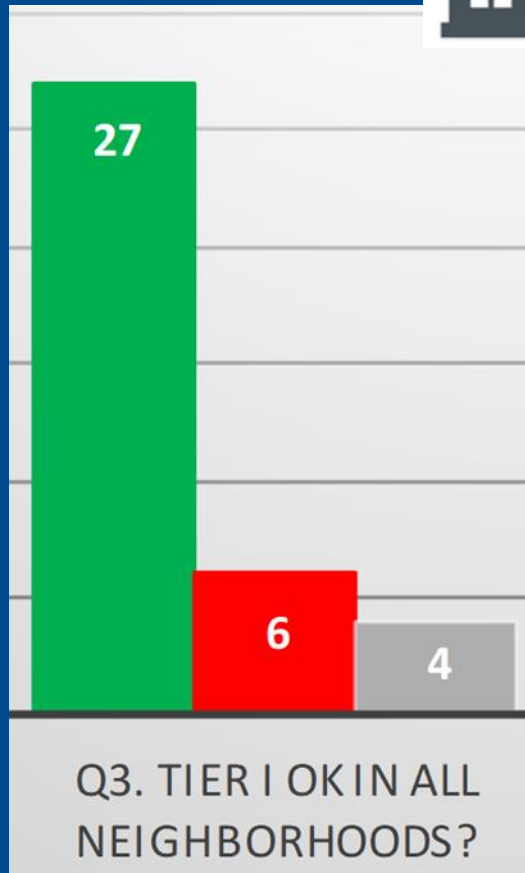
Task Force Recommendation	
YES	No Additional Off-Street Parking Requirement
	Likely just 1 additional car (like a house guest), adding parking could diminish the residential character
YES	Business License & Lodging Tax
	Required for all businesses in Greeley and provides a mechanism to collect lodging tax
YES	Home Occupation Permit
	Provides a tool to ensure that expectations are clear and standards are met
YES	Safety Self-Inspection Checklist
	Increases safety by ensuring appropriate egress, smoke/CO detectors, fire mitigation
YES	Ownership Requirement
	Perception that owners are more responsible, reduces private lease violations



Tier I (Spare Bedroom)

Task Force Recommendation	
YES	Unlimited Frequency
	Frequency is difficult to track/enforce and other standards limit impacts more effectively
YES	Max 14-Night Duration Per Stay
	Perception that longer stays should be housing stock for residents, reduces squatter potential
YES	Max 30 Nights Per Visitor Per Year
	Ensures that guests are truly visitors rather than violations of single-family standards
YES	Responsible Party: On-Site Resident
	Increases safety and reduces the likelihood of nuisance impacts on neighboring properties

Tier I



Tier I Comments

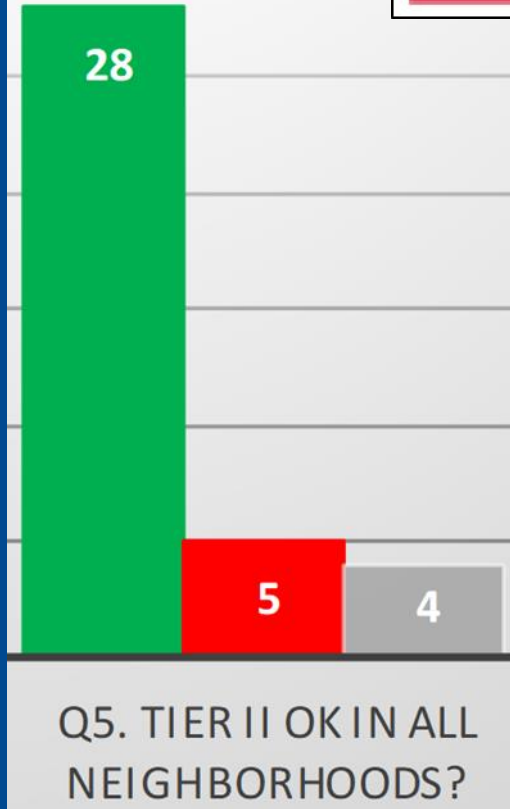
- 13. Preference against short-term rentals in their neighborhood
- 14. One bedroom limit too restrictive for good operators and some visiting families **x4**
- 15. Stay duration limit too low **x3**
- 16. Ownership within LLC should be allowed
- 17. Concern about resources for enforcement**x2**
- 18. Concern about nuisances
- 19. Need clear channels to address issues
- 20. Concern about mid-term leases
- 21. Must be owner occupied



Tier II (Out-of-Town)

Task Force Recommendation	
	Generally the same standards as Tier I (Spare Bedroom) with following exceptions:
YES	Whole Unit
	Renting the full home while out of town, similar to having house sitters
YES	Occupancy Limited to 8 People
	Limits nuisance potential
YES	Frequency Limited to 20% of Year (73 Days)
	Ensures that the STR is still a minor, accessory use
YES	Responsible Party: Local Representative
	Reduces the likelihood of nuisance impacts on neighboring properties

Tier II



Tier II Comments

- 22. Preference for long-term neighbors **x2**
- 23. Win-win for both residents and families seeking lodging
- 24. Frequency and max nights allowed arbitrary/unrealistic, insufficient for snowbirds **x2**
- 25. Stay duration limit too low **x2**
- 26. Ownership within LLC should be allowed
- 27. Concern about resources for enforcement
- 28. Concern about nuisances
- 29. See little difference between long-term and short-term tenancies
- 30. Need clear channels to address issues
- 31. Concern about agglomeration
- 32. Rely on reviews/ratings
- 33. Allows income for property improvement
- 34. Need local representative



Tier III (Full Conversion)

Task Force Recommendation	
YES	No Residency Requirement
	This tier converts a dwelling into a STR full-time and continuously, comparable to a bed & breakfast
YES	Whole Unit or By The Bedroom
	Allowing rental as a single vacation rental or individual bedrooms similar to a boarding/rooming house
YES	Principal Use
	The full conversion changes the principal use from a dwelling for residents to a vacation rental
YES	Unlimited Frequency
	As the principal use, the unit may be a STR continuously
YES	Max 30-Night Stay Duration Per Stay & Per Year
	No stay should exceed 30 nights, and a guest should not accumulate more than 30 nights per year



Tier III (Full Conversion)

Task Force Recommendation	
YES	Permitted in R-H, C-L, C-H, & I-L Zones
	Allowed in the same zones as a bed & breakfast
YES	Business License & Lodging Tax
	Required for all businesses in Greeley and provides a mechanism to collect lodging tax
YES	Site Plan Review
	Provides a tool to ensure that expectations are clear and standards are met
YES	Occupancy Per Building Code
	Allow occupancy per safety standards in the building code
YES	Building Permit & Inspection
	Increases safety by ensuring proper egress, structural, and fire standards are met



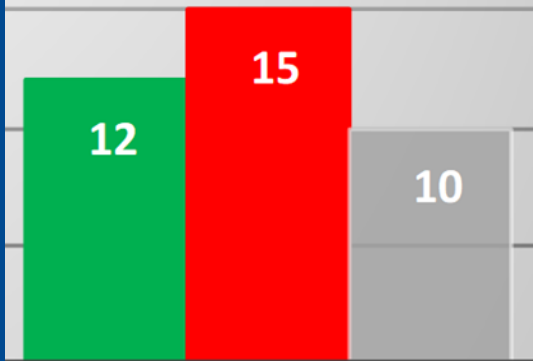
Tier III (Full Conversion)

Task Force Recommendation	
YES	Parking Required @ .5 Off-Street Spaces Per Bedroom
	Ensures adequate on-site parking is provided to reduce impacts to the area
YES	Responsible Party: Local Representative
	Reduces the likelihood of nuisance impacts on neighboring properties
YES	No More Than 20% Of Multi-Family Building (Minimum 1 Allowed)
	Manages impact to housing stock, turning apartment building into hotel

Tier III



9 too lax
9 too restrictive
8 no indication
11 right approach



Q7. TIER III ONLY OK IN
BED&BREAKFAST AREAS?

Tier III Comments

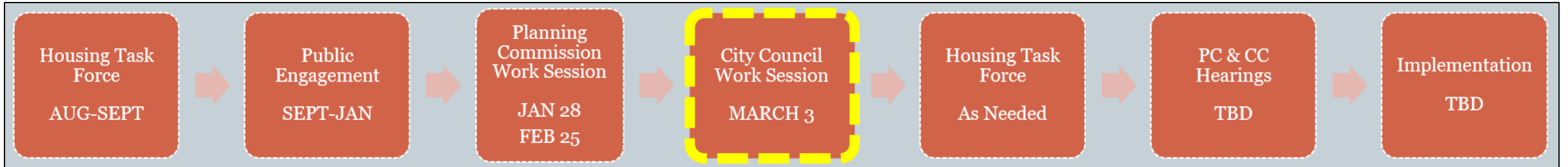
- 35. Desire for allowance in more neighborhoods x4
- 36. Length of stay insufficient for some visitors
- 37. Stay duration limit too low
- 38. Ownership within LLC should be allowed
- 39. Concerns about changing neighborhood character and devaluation
- 40. Concern about resources for enforcement
- 41. Concern about property maintenance
- 42. Need clear channels to address issues
- 43. Concern about housing stock for buyers competing with investors
- 44. Concern about lack of housing stock for renting residents
- 45. Stick to “sharing” in Tier I & II, not investing
- 46. Should allow LLC and other ownership types
- 47. Not desirable in residential areas

Additional Comments

- 48. Concern about insufficient outreach
- 49. Concern about making entrepreneurship more difficult
- 50. Pleased that standards are being made, but concerned that some operations/situations not allowed
- 51. Allow landlords to manage property tenancies, not City x3
- 52. Concern about neighborhood character
- 53. Need allowance for other ownership types
- 54. R-L zoning/family definition needs updating
- 55. These regs cannot cure “bad landlords”
- 56. “Good landlords” may find regs burdensome
- 57. Pleased with survey, approach to issue
- 58. Appreciate good governance x3
- 59. Desire ADU allowance
- 60. Pleased with proactive, even-handed approach



Tentative Path Forward



Council Agenda Summary

March 3, 2020

Agenda Item Number 20

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786

Title:

Discussion of proposed amendment to Chapter 18.54 - Signs

Summary:

City Planning staff is recommending an amendment to Chapter 18.54 – Signs, in order to comply with recent court decisions regarding sign content neutrality.

A Supreme Court ruling (Reed v. Gilbert, 2015) determined municipal sign regulations cannot vary standards based on the message for non-commercial signage. This includes sign classifications and regulation for message-defined signs such as ideological, election, real estate, special event signs, etc. that are typically temporary in nature and do not require a permit.

To adhere to the ruling, an amendment is proposed to Chapter 18.54- Signs. A key change would be to remove all content-based sign definitions and reclassify those sign types as a site or yard sign, which would be subject to size, placement, and duration regulations in place of message content regulations.

Key changes include the following:

- Removal of content-based sign definitions, such as ideological signs, political or election signs, real estate signs, commemorative signs, and contractor signs.
- Inclusion of yard and site sign regulation.
- Correct minor grammatical errors, expand current definitions, and clarify existing sections.
- Include language to ensure legality. This includes a statement on interpretation under Section 18.54.050 (b).

The manner by which permitted commercial signs such as wall or freestanding signs would not change at this time.

Attached are redlines to the current sign code illustrating proposed changes. Staff is proposing minimal revisions needed to ensure compliance consistent with court rulings.

This item was presented to the Planning Commission on January 14, 2020. The Planning Commission voted unanimously to recommend approval to City Council of the proposed amendments to Chapter 18.54, Signs. Minutes will be provided in the future in conjunction with the planned hearing.

Todd Messenger of Fairfield & Woods, LLC, will be in attendance as a technical expert and guest presenter.

City Council first reading of the proposed Ordinance amending Chapter 18.54 is scheduled for March 17, 2020. City Council final reading and public hearing is scheduled for April 7, 2020.

Decision Options:

No decisions are required at this time.

Attachments:

PowerPoint Presentation (staff)

PowerPoint Presentation (Todd Messenger of Fairfield and Woods P.C.)

January 14, 2020 Planning Commission Staff Report

Chapter 18.54 – Redlines

Chapter 18.54 – Clean Version

Public Information Handout

Sign Code Amendment

Section 18.54 - Signs

City Council Discussion

March 3, 2020

Brittany Hathaway, Planner III

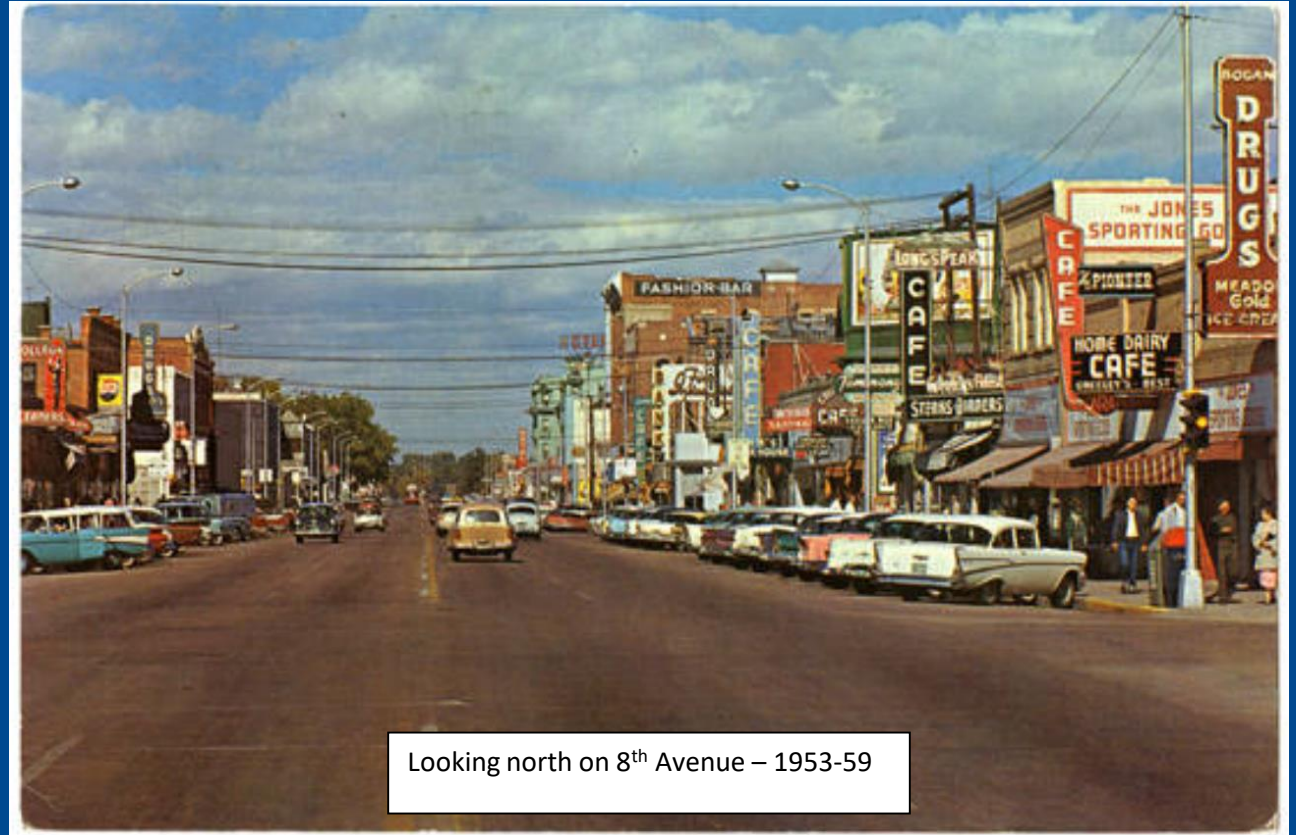


Sign Code - Background

- The City of Greeley began regulating signage in 1958.
- Proliferation of commercial signage between 1929-1959 can be seen below:



Looking north on 8th Avenue - 1929



Looking north on 8th Avenue – 1953-59

Sign Code - Background

- **Sign regulation has evolved with the most recent substantial update to the Sign Code in 2010**
- **Permanent and commercial signs require a sign permit**
- **Some temporary non-commercial signs do not require a sign permit**
 - **Example would be temporary signs such as those for open houses**
 - **May not be placed in the right-of-way**



Sign Code

- **The City regulates signage allowances based on a location's zoning, permanency of the sign, lot frontage, setbacks, etc.**
- **Ensures a fair distribution of signage while maintaining streetscapes**
- **Controls against an “arm’s race” of signage**
- **The City must periodically update the Sign Code to ensure it can legally enforce regulations**



Request

- Requested amendment is in response to Court decisions
- In 2015 the Courts decided on *Reed v. Gilbert*
 - Struck down *Gilbert*, Arizona's ordinance that distinguished types of non-commercial signage for content regulation
 - Determined content-based laws are unconstitutional
 - Right to free speech may be violated through the use of content based regulations



Request

- **The Reed v. Gilbert ruling affects how the City can regulate non-commercial signage**
- **Amendment proposes to remove all content based language, including content-based sign definitions**
- **How the City measures and enforces commercial permitted signs is not proposed to be changed with this amendment**



Key Changes

- **Removal of content-based sign definitions, such as ideological signs, real estate signs, political or election signs**
 - **Reclassify these signs as “site” or “yard” signs**
 - **There would no longer be a difference in size allowances based on type of sign**
 - **Include regulation to allow no more than 32 sq.ft. of cumulative signage per lot**



32 Cumulative Square Feet – Per Lot

1 – 32sf (8'x4') sign



4 – 8sf (2'x4') signs



10 - 3sf (18"x24") signs



Dimensional Approach to Regulation Prevents....



Key Changes

- **Additional changes include:**
 - **Correction of minor grammatical errors, expand current definitions, and clarify existing sections**
 - **Inclusion of a statement on interpretation under Section 18.54.050 (b)**



Public Outreach

- **Given the technical nature of the update, outreach was more limited than for a full policy reconsideration of sign law.**
- **Staff has contacted and distributed informative handouts to the Chamber of Commerce and the Greeley Area Board of Realtors. There have also been limited conversations with sign companies.**
- **Information on the proposed changes has been available on the City website.**



Next Steps

- **Feedback from Council tonight**
- **Additional staff research if needed**
- **Scheduling of code changes with Council on March 17 (1st Reading) and April 7 (2nd Reading)**



Sign Code Update

(Legal and Practical Considerations)

a presentation to the
City of Greeley

March 3, 2020

What We Did and Why

- What We Did . . .
 - Updated purpose statements
 - In general, eliminated “content-based” language from existing sign regulations
 - For now, retained distinction between “on-premises” and “off-premises” signage
- Why?
 - The “why” is a longer explanation . . .

1

COMMUNITY APPEARANCE . . . PROPERTY VALUES . . . PUBLIC SAFETY . . . COMMUNICATION . . .

PURPOSES OF SIGN REGULATIONS

Why Regulate Signs?



Why Regulate Signs?



Why Regulate Signs?

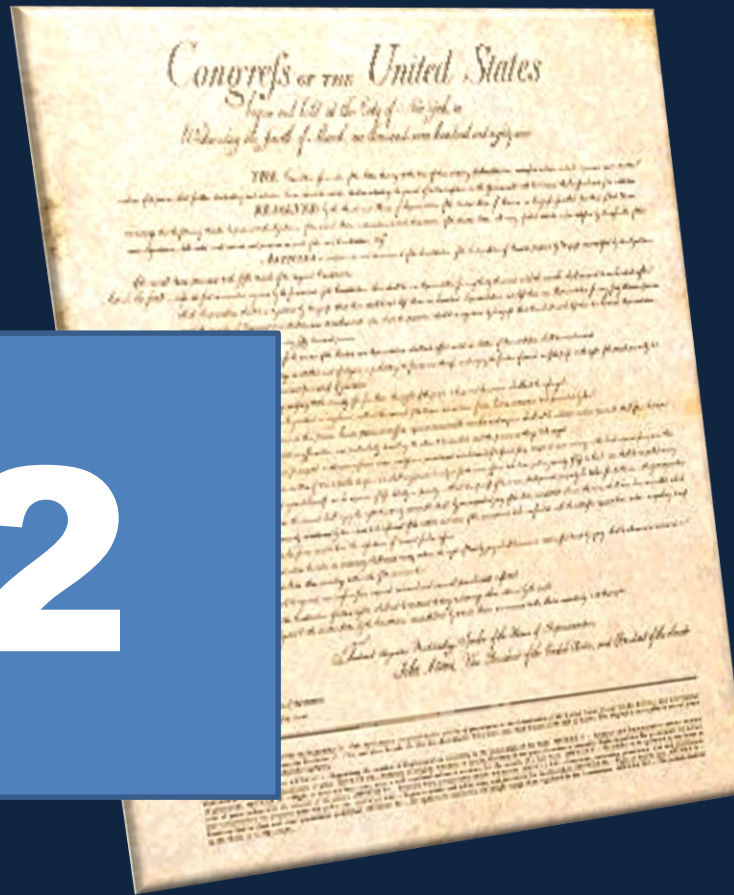


Why Regulate Signs?





2



“It is no exaggeration to say that the First Amendment is the bedrock of American democracy.”

Browne v. City of Grand Junction, 2015 WL 5728755 (D. Colo. 2015)

FIRST AMENDMENT ISSUES

The Free Speech Guarantee

- “Congress shall make no law . . . Abridging the freedom of speech . . .”
 - *U.S. Const. 1st Amend.*
- 14th Amendment applies free-speech guarantee to the states
 - *Gitlow v. People of the State of N.Y.*, 268 U.S. 652, 666 (1925).
- “No law shall be passed impairing the freedom of speech . . .”
 - *Art. 2, Sec. 10, Colo. Const.*

The Fine Print . . .

- “First Amendment standards . . . ‘must give the benefit of any doubt to protecting rather than stifling speech.’”
 - *Citizens United v. Fed. Election Comm’n*, 558 U.S. 310, 326-27 (2010).
- However, Free Speech is not absolute. It can be impacted by regulations that enhance public safety, community aesthetics and property values --

Community Aesthetics

- “Municipalities have a weighty, essentially aesthetic interest in proscribing intrusive and unpleasant formats for expression.”
 - *Los Angeles v. Taxpayers for Vincent*, 466 U.S. 789 (1984)
- “Signs are . . . a means of . . . communication within the meaning of the First Amendment.
* * * The public, however, has a . . . right to be free from intrusive signs and billboards.”
 - *Williams v. Denver*, 622 P.2d 542 (Colo. 1981).

Safety, Property Values, Etc.

- “Signs . . . pose distinctive problems that are subject to . . . police powers. [S]igns take up space and may obstruct views, distract motorists, displace alternative uses for land, and pose other problems that legitimately call for regulation.”
 - *City of Ladue v. Gilleo*, 512 U.S. 43 (1994).

Framework

- Signs are a mix of speech and structure
- Regulation of the medium affects the message, so sign regulations *implicate* the First Amendment

Classifying Speech

- Political
 - Ideological
 - Art, Literature, Small Talk
 - Commercial (lawful, non-misleading)
- Protected by First Amendment
- Obscenity
 - Defamation
 - Fighting Words
 - True Threats
- Can Be Banned in a Viewpoint-Neutral Manner

(Slip Opinion)

OCTOBER TERM, 2014

Syllabus

NOTE: Where it is feasible, a syllabus (headnote) will be released, as is being done in connection with this case, at the time the opinion is issued. The syllabus constitutes no part of the opinion of the Court but has been prepared by the Reporter of Decisions for the convenience of the reader. See *United States v. Detroit Timber & Lumber Co.*, 200 U. S. 321, 337.

SUPREME COURT OF THE UNITED STATES

Syllabus

REED ET AL. v. TOWN OF GILBERT, ARIZONA, ET AL.

CERTIORARI TO THE UNITED STATES COURT OF APPEALS FOR
THE NINTH CIRCUIT

No. 13–502. Argued January 12, 2015—Decided June 18, 2015

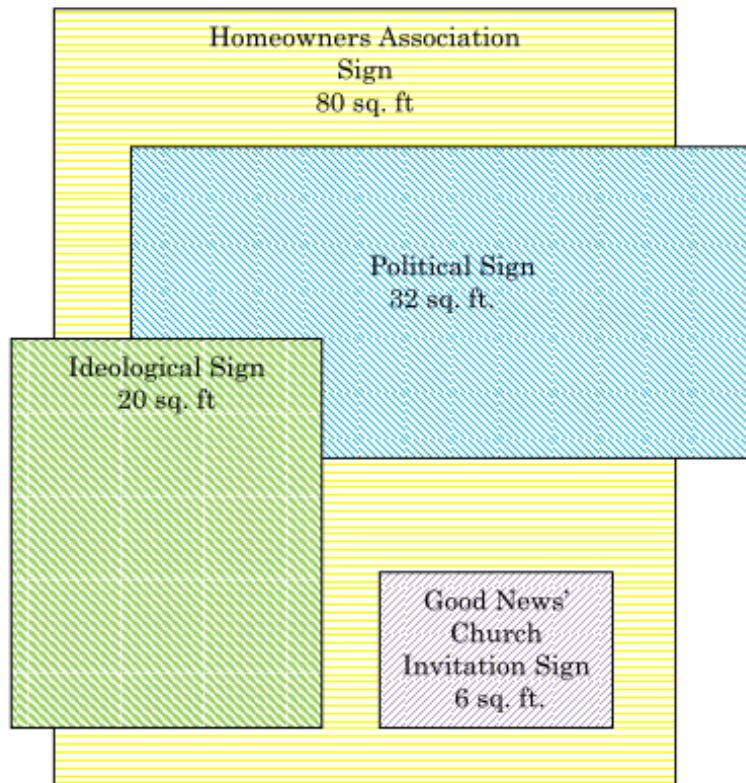
Gilbert, Arizona (Town), has a comprehensive code (Sign Code or Code) that prohibits the display of outdoor signs without a permit, but exempts 23 categories of signs, including three relevant here. “Ideolog-

embies 23 categories of signs, including three relevant here. “Ideolog-
that prohibits the display of outdoor signs without a permit” but ex-
Gilbert, Arizona (Town), has a comprehensive code (Sign Code or Code)
No. 13–502. Argued January 12, 2015—Decided June 18, 2015

REED V. GILBERT

Reed v. Gilbert

- Gilbert, AZ classified temporary signs based on their “purpose” (content)
 - Political Sign
 - Ideological Sign
 - Homeowners’ Association Sign
 - Qualifying Event Sign
 - Real Estate Sign
- Church posted signs directing people to services
- Church allowed fewer signs for shorter duration

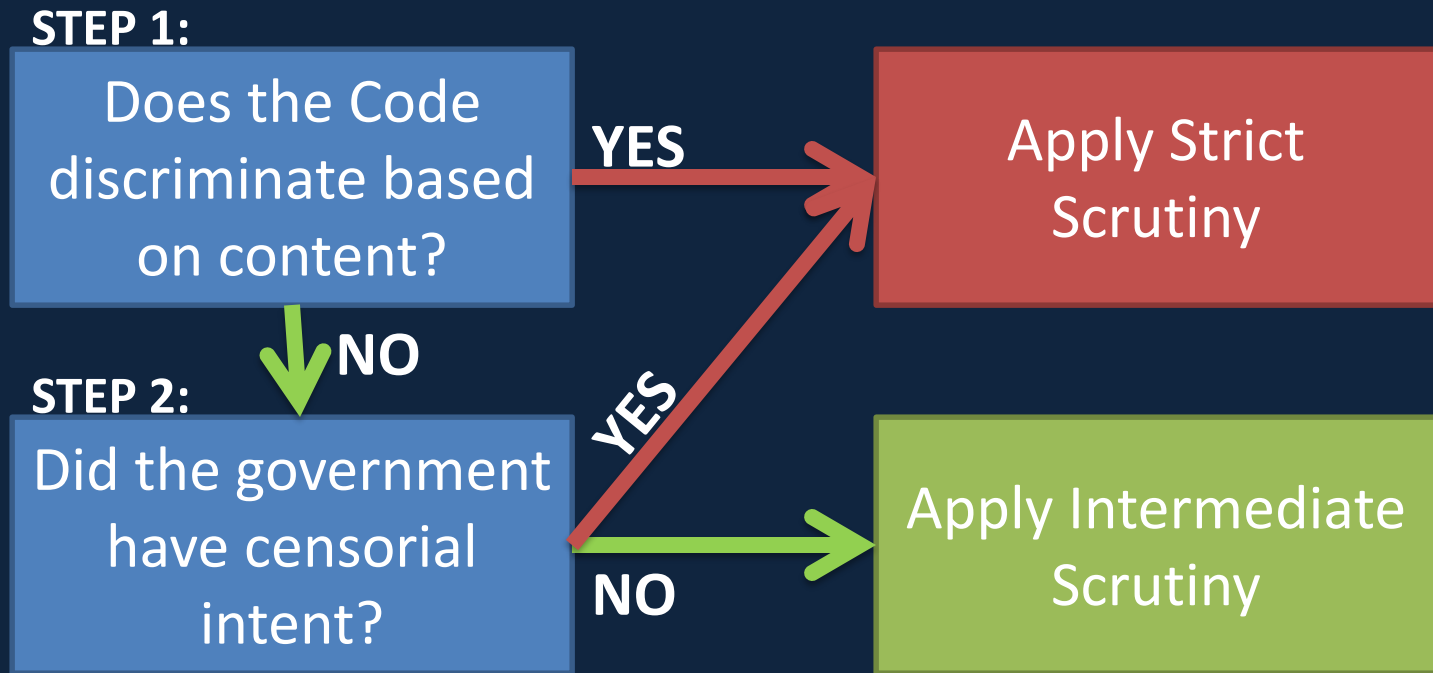


Reed v. Gilbert

- Circuit Courts were split as to how to determine “content-neutrality”
- Church alleged that sign code was, on its face, an unconstitutional content-based restriction on free speech
- City responded that sign code was based on the function of the signs, the City had no intent to censor, and therefore the code was content-neutral

Reed v. Gilbert

- The Court clarified the analytical steps:



17. Political. Political signs displayed on private property in accordance with the provisions of this chapter, or election or signs erected on behalf of candidates for public office, political party or committee, or political organization, shall be subject to the following provisions:

- a. The total area of all such signs on a lot does not exceed six (6) square feet.
- b. All such signs may be erected no sooner than sixty (60) days prior to the election for which they were made.
- c. The signs are removed within seven (7) days after the election for which they were made.
- d. The property owner upon whose land the sign is placed shall give permission for placement of said signs and will be responsible for violations.

3

PRACTICAL ISSUES

The Eye of the Beholder

- At what point does this become an “election sign” (“a sign related to a public election”)?



Is this message *commercial* or
non-commercial speech?

**BOOZE & CALCULUS DON'T MIX
SO DON'T DRINK AND DERIVE**

ERIN
Aura
Tuesday
5:30-7pm
3/668-2358

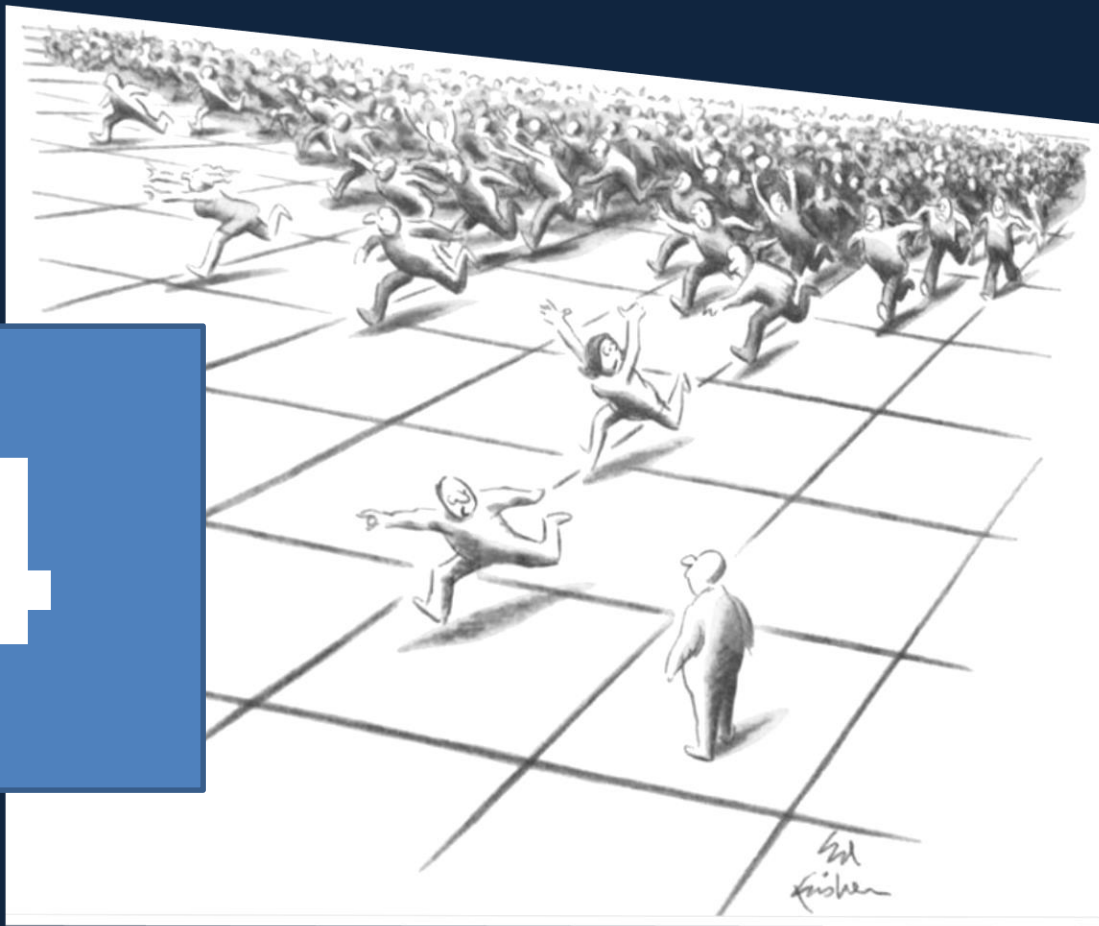
on
HORN &
E

BOOZE & CALCULUS
DONT MIX SO DONT
DRINK AND DERIVE

Consider this . . .

- How does differentiating among signs based on their content directly advance legitimate, substantial governmental interests?
 - *Are there better ways to advance those interests?*
- How much headache medicine should a code enforcement officer have to take in order to do his or her job?

4



BACK TO SQUARE ONE!

PHASE ONE CODE REFORM PROJECT

The Substantive Foundation

- What interests is the City trying to advance?
If public safety and property values, then . . .
 - How do signs affect public safety?
 - What aspects of signage impact property values and community aesthetics?
- Can these elements be regulated without
 - reference to constitutionally-protected content?
 - discriminating against certain speakers?

Framework

- Constitutional Boundaries:
 - Generally, Can't Regulate based on Content
 - Can't Impose "Prior Restraints"
 - Risky to Regulate Based on "Speaker"
- "Content-Neutral" Vocabulary:
 - Classifications Based on Structure, Materials, and Duration – not Content, Purpose, or Speaker
- Be cautious with on-site / off-site distinction
 - *e.g., if EMCs are allowed, can this distinction directly advance the government's legitimate, substantial interests in a "narrowly-drawn" way?*

Facial Content-Neutrality

- No references to protected content or purpose of signs as a basis for regulation
- Regulate only the “non-communicative” elements, like:
 - Structure (Physical Type)
 - Materials and Durability
 - Lighting
 - Number, Height, Area, and Dimensions
 - Duration, Location, and Context
 - Maintenance

PLANNING COMMISSION SUMMARY

ITEM: Amendment to the City of Greeley Municipal Code, Title 18 – Development Code

FILE NUMBER: CU2019-0001

PROJECT: An Ordinance Amending Chapter 18.54 – Signs

APPLICANT: City of Greeley, Community Development Department

CASE PLANNER: Brittany Hathaway, Planner III

PLANNING COMMISSION HEARING DATE: January 14, 2020

PLANNING COMMISSION FUNCTION:

The Planning Commission shall consider the staff report, along with testimony and comments made by staff and the public, and shall then make a recommendation to the City Council regarding the proposed amendments to the Development Code.

EXECUTIVE SUMMARY

The City of Greeley is requesting an amendment to Chapter 18.54 – *Signs* in order to comply with recent Court decisions regarding content neutrality.

STAFF RECOMMENDATION

Approval

BACKGROUND

The City of Greeley began regulating signage in 1958. Prior to this time signage was wholly unregulated. The result can be seen in a proliferation of commercial signage in the mid to late 1950's as depicted within Attachment C.

In the years since, our Sign Code has evolved with the most recent substantial update in 2010. We now have dimensional standards based on an applicant's zoning, permanency of the sign, lot frontage, and setback from the right-of-way among other regulations including design and materials. These standards ensure fair distribution of signage allowances while maintaining our streetscapes.

Part of keeping our Sign Code current involves ensuring enforceability and legality of its regulatory language. This proposed update does not affect commercial signage nor how the City calculates allowances for permitted signs. Rather, this update focuses on compliance with recent Court decisions regarding content neutrality for non-commercial signage.

In 2015, The U.S. Supreme Court decided *Reed v. Gilbert* (135 S. Ct. 2218). The Court struck down a Gilbert, Arizona ordinance that distinguished between different types of non-commercial signs for content regulation such as ideological, political, and directional. The Court held that

“Content-based laws—those that target speech based on its communicative content—are presumptively unconstitutional and may be justified only if the government proves that they are narrowly tailored to serve compelling state interests.”

Since this decision, Courts have reviewed sign codes by examining the text to see if any distinction is made among signs based on content. At this time, the ruling only affects non-commercial speech.

In spite of the removal of content-based language, the City will still be able to regulate signage based on size, materials, location, height, and other physical attributes to keep with aesthetic standards while remaining content-neutral in our enforcement. How the City measures and enforces permitted commercial signs, such as wall or freestanding signs, is not proposed to be changed with this amendment.

KEY ISSUES/STAFF ANALYSIS

Article XIX, Section 19-1(b) of the Greeley Charter describes the role of the Planning Commission in providing advice on land use matters to City Council. These proposed changes are relevant for the Commission’s review and recommendation for Council Consideration.

The primary effect of the proposed changes are in regard to temporary, non-permitted signage with non-commercial messages as regulated under 18.54.110 – *Signs not requiring a permit*. These sign types include ideological, directional, real estate, special event, or political signs, among others. Moving forward, these temporary message-defined signs will be referred to as either a “site sign” or “yard sign”. Proposed regulation includes no more than 32 square feet of cumulative signage is allowed per lot.

Key changes include the following:

- Removal of content-based sign definitions, such as ideological signs, real estate signs, commemorative signs, and political or election signs.
 - Reclassify these signs as “site” or “yard” signs.
- Correct minor grammatical errors, expand current definitions, and clarify existing sections.
- Include language to ensure legality. This includes a statement on interpretation under Section 18.54.050 (b).

The City has contracted with Todd Messenger of Fairfield and Woods P.C. to assist Staff in the drafting of the proposed amendment. The draft proposes to remove all content based language, provide clarification on existing requirements, and include language to ensure legality moving forward.

REQUEST

The City of Greeley is requesting an amendment to Chapter 18.54 – *Signs* in order to comply with recent Court decisions regarding sign content neutrality and to make minor grammatical and detail revisions to existing sections to provide clarification and ensure accurate interpretation.

A redlined version of Chapter 18.54 – Signs is included in Attachment A. Staff is proposing the minimal revisions needed to ensure compliance.

PUBLIC NOTICE AND COMMENT

The City hosted a public work session at the December 10, 2019 Planning Commission meeting to discuss the revisions and provide comments. Questions regarding commercial regulation of signage, affected signage types, and review procedure were asked by the Commission. No changes to the proposed draft were requested.

A City Council discussion is being scheduled for March 2020 with subsequent hearings to follow.

Staff has also distributed informative handouts to the Chamber of Commerce and the Greeley Area Board of Realtors and included the information on the Planning Department website homepage. A copy of the handout is provided as Attachment D. Staff has spoken with both organizations and no concerns were raised.

A formal notice for this meeting is not required for Code amendments per 18.18.040 – Public Meetings.

PLANNING COMMISSION RECOMMENDED MOTION

Based on the summary, attachments, and accompanying staff analysis, the Planning Commission finds that the proposed amendments to the City of Greeley Development Code, Chapter 18.54, are necessary and appropriate to align with federal regulation, and recommends approval to City Council.

ATTACHMENTS

Attachment A – Chapter 18.54 – Redlines

Attachment B – Chapter 18.54 – Clean Version

Attachment C – Photo Exhibit of Historic Signage

Attachment D – Sign Code Update Information Handout

Chapter 18.54 - Signs

18.54.010 - Purpose and intent.

- (a) The purpose of this Chapter is to promote, preserve and protect the health, safety and general welfare of the inhabitants of the City by providing reasonable regulations and standards relating to signs. ~~An important function of signage is to assist in the efficient identification and advertisement of business locations, products and services; public facilities; and residential developments. In order to promote efficient identification, it is necessary to set standards which allow each business, public facility or residential development to be reasonably identified. These standards should not only ensure that efficient identification is promoted, but also that signage contributes positively to the City's image, thus enhancing the economic, cultural and social viability of the community.~~
- (b) This Chapter shall be referred to as the "City of Greeley Sign Code." It may also be referred to herein as the "Sign Code."
- (c) The intent of this Chapter is to provide regulations and standards ~~to promote~~ regarding signs, such that:
- ~~(1) — Identify the location of businesses, public places, residential developments and similar establishments and uses;~~
 - ~~(2) — Advertise commercial locations, products and services;~~
 - ~~(3)~~ (1) The signs Visually-visually enhance the property on which they are located, adjacent land uses and the overall City;
 - ~~(4)~~ (2) Accommodate flexibility is provided with respect to in the location, dimensions and design of signage, consistent with other intents expressed in this Sign Code;
 - ~~(5)~~ (3) The public is protected from damage or injury caused by poorly designed or maintained signs or distractions and hazards to pedestrians or motorists caused by the indiscriminate placement or use of signs;
 - ~~(6)~~ (4) Signs Are appropriate for the size of street to which they are oriented;
 - ~~(7)~~ (5) Are Signs are appropriate to the type of zoning and land uses to which the signs pertain and ~~minimize~~ any incompatibility between signs and their surroundings is minimized;
 - ~~(8)~~ (6) Are Signs are consistent with other community planning, land use, traffic, building and development standards;
 - ~~(9)~~ (7) This Sign Code assists in the implementation of the City of Greeley Comprehensive Plan goal of fostering attractive design that promotes unique Greeley style; values and priorities and excellence; coordinates and complements historical elements, where appropriate; and supports First Amendment values and Greeley economic development; and

~~(10)~~(8) Signs that are lawfully nonconforming, are induced to come into full compliance with these regulations.

(Ord. 34, 2010 §1)

18.54.020 - Application and installation.

The provisions in this Chapter shall apply to all signage within the City.

(1) It shall be unlawful for any person to erect, place, enlarge, alter, repair or convert a sign in the City except in accordance with the provisions of this Chapter.

(2) All signs require a permit unless specifically exempted, by this Chapter. Fees for sign permits are as established in Chapter 18.10.040 of the Development Code.

(3) Installation. Except for signs not requiring a permit as described in Section 18.54.100, a permit must be obtained from the City prior to installation.

(Ord. 34, 2010 §1)

18.54.030 - Variances and appeals.

(a) Variances to the dimensional standards established in this Chapter shall be administered in accordance with the provisions in Chapter 18.22, Variances, and this Section of this Code. Variances to any other provision of this Chapter shall not be permitted.

(b) Sign variances shall only be granted after a finding of the Zoning Board of Appeals that the application complies with all of the considerations for a variance as specified in Chapter 18.24 and this Chapter of this Code. In addition to the criteria identified in Chapter 18.22, Variances, the Board shall consider, but not be limited to, the following factors as applicable in granting a variance:

(1) Historic value as determined by the Historical Preservation Commission;

(2) Architectural integrity;

(3) Any variance granted shall be the minimum needed to accommodate or alleviate the difficulty or hardship involved;

(4) A variance is necessary to accommodate an unusual or atypical lot configuration or physical aspect of the site which makes a reasonable use of the property unreasonable without a variance;

(5) Any difficulty or hardship constituting the basis for a variance shall not be created by the party seeking the variance, nor shall it be due to or a result of the general conditions in the area;

(6) Granting the variance is necessary to alleviate a health or safety issue related to the site;

(7) Granting the variance is consistent with the Comprehensive Plan, area and/or neighborhood plans, or may achieve a better result in meeting the intent of the plan objectives than if the codes were strictly applied.

(c) Sign variances shall not be transferable to a new location on the property unless first approved in writing by the Community Development Director that the changed location on the site substantially complies with the conditions of the original variance. Changes to a sign that received a variance, with the exception of changes in sign text or copy that do not result in any structural changes to the sign, shall require compliance with all applicable provisions of this Code.

(d) Any sign variance which was in effect and applied to an installed sign still in place prior to the adoption of this Code, as amended, may be continued under the provisions of that variance until a change to a sign is requested, at which time a new variance shall be applied for or the sign shall comply with all applicable provisions of this Code.

(e) Appeals shall be conducted under the provisions of Chapter 18.24, Appeals.

(Ord. 34, 2010 §1)

18.54.040 - Enforcement.

(a) Enforcement of the provisions of this Chapter shall be by the Community Development Director or her or his designee in accordance with Section 1.33 of the Municipal Code.

(b) ~~Public~~ Right-of-way - illegal or unauthorized sign.

(1) In addition to all other enforcement authority available to the City, the City may also remove or cause to be removed any illegal or unauthorized sign from the public right-of-way without notice to any party. The cost of removal as may be assessed by the City is the responsibility of the owner of the sign or, if unknown, the owner of the property.

(2) The City shall have the authority to dispose of all unauthorized or illegal signs removed from the public right-of-way without notice to the owner of such signs. The cost of removal and storage of removed signs as may be assessed by the City shall be the sole responsibility of the owner of the sign.

(c) Private Property – illegal or unauthorized sign. The property owner or resident of the property may ~~also~~ remove signage that is unauthorized or illegal.

(Ord. 34, 2010 §1)

18.54.050 - Definitions and interpretations.

(a) Definitions. The following words, terms and phrases used in this Chapter shall have the following meanings:

Abandoned sign:

(1) A sign or sign structure and components, for which no legal owner can be found; and/or

(2) A sign and structure which are used to identify or advertise a business, tenant, owner, product, service, use, event or activity that has not been located on the premises for a period of ninety (90) consecutive days or longer.

Address sign shall mean a type of required sign that displays the address of a building or property, as required by the applicable fire and/or building code. ~~Address sign shall mean signs that give only the address or name of a building or residence, without reference to, or inclusion of, the name or logo of a product sold, or service performed on the lot or in a building or structure, or name of the business enterprise occupying the property.~~

Advertise shall mean to attract attention to a business, product, service, use or event with a sign, display item or other device, such as flags, pennants, air driven devices and lights.

Animated sign (see *Flashing or animated* or *Imitating sign*) ~~sign~~.

Art shall mean all forms of original creations of visual art, including but not limited to sculpture; mosaics; painting, whether portable or permanently fixed, as in the case of murals; photographs; crafts made from clay; fiber and textiles; wood; glass; metal; plastics; or any other material or any combination thereof; calligraphy; mixed media composed of any combination of forms or media; unique architectural styling or embellishment, including architectural crafts; environmental landscaping; or restoration or renovation of existing works of art of historical significance. Works of art are not intended to be used for commercial advertising purposes.

Awning shall mean a framed exterior architectural feature, attached to and supported from the wall of a building and/or held up by its own supports, which provides or has the appearance of providing shelter from the elements to pedestrians, vehicles, property or buildings.

Awning, internally illuminated shall mean any transparent or translucent backlit awning or awning lettering which transmits light from within the awning to the outside surface of the awning.

Awning sign shall mean a sign that is mounted or painted on or attached to an awning.

Backing shall mean the background area of a sign, which differentiates the total sign display from the background against which it is placed.

Banner shall mean a sign applied to flexible materials (e.g., cloth, paper or fabric of any kind) with no enclosing framework.

Beacon (see *Searchlight, strobe light or beacon*).

~~*Billboards and bus bench/shelter sign* (see *Off-premises advertising device*).~~

Building appurtenance shall mean the visible, functional or ornamental object accessory to and part of a building.

Building frontage, principal shall mean the horizontal linear dimension which is designated as the primary façade of that portion of a building occupied by a single use or occupancy.

Building frontage, secondary shall mean that dimension of a building abutting a public right-of-way other than the principal building frontage.

Building signs shall mean signs that are attached to and supported by a building; whether the wall, window, or roof of building.

~~*Business identification sign* shall mean a sign giving the name, nature, logo, trademark or other identifying symbol of a business, and which may also include the address of the business.~~

Candela is a unit of luminous intensity, defined as the luminous intensity of a source that emits monochromatic radiation of frequency 540×10^{-12} Hertz and that has a radiant intensity of 1/683 watt/steradian, and adopted in 1979 as the international standard of luminous intensity.

Canopy shall mean a roofed structure for the purpose of shielding pedestrian walkways or driveways which service operations or equipment, such as with a gas station or bank drive-up facility.

Center line (of public right-of-way) shall mean a line running midway between the bounding right-of-way lines of a street or alley. For the purposes of signage calculation, the center line shall mean the apparent center line of the road determined by finding the point midway between the outer edges of the road surface.

Changeable copy sign (also known as a *marquee sign*-) shall mean a sign designed to allow the changing of copy as with individual letters through manual means, without altering the sign backing or structure in any such way.

Channel letters, individual letters, raceway and-or channel sign shall mean individual letters, flat cutout letters, or symbols constructed to be applied singly in the formation of a wall sign or a freestanding sign.

Clear vision zone or area shall mean that area within which the City requires an unobstructed line of sight necessary for most drivers stopped at an intersection to see an approaching vehicle, pedestrian or bicyclist to avoid a collision.

~~*Commemorative sign* shall mean a sign, tablet, cornerstone or plaque memorializing a person, event, structure, site or landmark and not used to advertise a product, service or activity.~~

~~*Commercial or industrial development identification sign* shall mean an on-premises sign for identifying a commercial or industrial development, park or subdivision.~~

~~*Community event sign* shall mean a sign that provides information relating to any community event sponsored by a nonprofit group or agency.~~

~~*Contractor sign* shall mean a sign naming those engaged in the design, financing or construction on the property where the sign is located.~~

Cornerstone shall mean a stone forming a part of a corner or angle in a wall that provides building identification.

Day shall mean a calendar day.

~~*Directional on-site* shall mean signs that direct the movement or placement of pedestrian or vehicular traffic on a lot without reference to, or inclusion of, the name or logo of a product sold or services performed on the lot or in a building, structure or business enterprise occupying property, such as "welcome," "entrance," "exit," "restrooms," "parking," "loading area" and "drive-thru."~~

~~*Directory sign* shall mean a sign listing the names, uses or locations of the various businesses or activities conducted within a building or group of buildings, that is centrally located and intended to provide on-site directions and not legible off-site.~~

Dissolve shall mean a mode of message transition on an electronic message display accomplished by varying the light intensity or pattern, where the first message gradually appears to dissipate and lose legibility simultaneously with the gradual appearance and legibility of the second message.

187 ~~Election sign shall mean a sign related to public election.~~

188 *Electronic message display* shall mean a sign capable of displaying words, symbols, figures or images
189 that can be electronically or mechanically changed by remote or automatic means.

190 *Exposed incandescent or high intensity discharge lighting* shall mean any sign or portion of a sign
191 that utilizes an exposed incandescent or high intensity lamp, with the exception of neon.

192 *Fade* shall mean a mode of message transition on an electronic message display accomplished by
193 varying the light intensity, where the first message gradually reduces intensity to the point of not
194 being legible and the subsequent message gradually increases intensity to the point of legibility.

195 *Figure* shall mean outline, shape or pattern of numbers, letters or abstract images.

196 *Flag* shall mean a finished piece of flexible material designed to be attached to or ~~designed to be~~
197 flown from a flagpole or similar device, and which ~~may typically (but not necessarily)~~ displays the
198 name, insignia, emblem or logo ~~of representing any~~ a nation, state, municipality, civic group, idea,
199 sports team, or other commercial or noncommercial organization (see also *Pennants*-).

200 *Flashing or animated* shall mean signs or lighting with flashing, blinking, moving or other animation
201 effects, or that give the visual impression of such movement by use of lighting, or intermittent
202 exhibits or sequential flashing of natural or appearance of artificial light or colors, including those
203 signs that rotate, revolve, spin, swing, flap, wave, shimmer or make any other motion, or illusion of
204 motion, or which imitate official governmental protective or warning devices (see *Imitating sign*-).

205 *Frame (EMD)* shall mean ~~a complete, static display screen on~~ the content (images, text, background
206 colors, etc.) that is displayed on an electronic message display at a fixed point in time.

207 *Frame effect* shall mean a visual effect that is used on an electronic message display ~~applied to a~~
208 ~~single frame~~ to attract the attention of viewers by displaying modified versions of a frame (e.g.,
209 changes in brightness, contrast, color, perspective, or content elements) in succession, providing
210 the effect of animation or transition (e.g., fade or dissolve).

211 *Freestanding sign* shall mean a sign which is not attached to a building. A freestanding sign shall
212 include, but is not limited to, a pole, monument, a canopy and freestanding wall sign. A sign that
213 extends more than four (4) feet from a wall but is attached and/or is part of a canopy, or an awning
214 shall be considered a freestanding sign.

215 *Freestanding wall or fence* shall mean either a wall that is not attached to a building, or a wall
216 attached to a building that projects more than four (4) feet beyond the exterior wall of the habitable
217 portion of the building.

218 *Frontage lot/property* shall mean that portion of a lot that is directly adjacent to a public street.

219 *Ghost sign* shall mean old hand-painted signage that has been preserved on a building for an
220 extended period of time, whether by actively keeping it or choosing not to destroy it.

221 *Grade* shall mean the average elevation of the finished surface of the ground, paving or sidewalk
222 with a radius of five (5) feet from the base of the structure.

223 *Graphic* shall mean drawings, decals, paint or illustrations.

Ground kites are freestanding frames usually covered with flexible fabric and designed to be animated by the wind to attract attention. Ground kites may also be referred to as “feather flags” or “teardrop flags.”

Historic sign shall mean a sign that has been officially designated as a historic landmark.

Holiday decoration shall mean temporary decorations, lighting or displays which are clearly incidental to and customarily and commonly associated with any national, state, local, religious or commonly celebrated holiday, ~~and which contain no commercial message.~~

Human sign shall mean a person carrying or wearing a sign.

~~*Ideological sign* shall mean a sign which is not used for the purpose of advertising, identifying or announcing any commercial product, goods, establishment, facilities or services and which conveys ideas, philosophy or religious or political views not related to a specific election.~~

Illumination shall mean the use of artificial or reflective means for the purpose of lighting a sign.

Imitating sign shall mean signs which purport to be, are an imitation of, or resemble an official traffic sign, signal or equipment which attempt to direct the movement of pedestrian or vehicular traffic using the words such as "Stop," "Danger" or "Caution" to imply a need or requirement to stop, or a caution for the existence of danger, such as flashing red, yellow and green (see *Flashing or animated sign*).

Incidental sign shall mean ~~nondescript~~ signs, emblems or decals attached to a building or permanent structure ~~informing the public only of those facilities or services available on the premises, such as a credit card sign, or a sign indicating hours of business~~ that are less than 80 square inches in sign area, and not applied in a cumulative manner so as to circumvent the provisions of this Sign Code.

Indirect lighting shall mean reflected light or lighting directed toward or across a surface.

Individual letters (see *Channel letters*).

Inflatable sign or *inflatable object* shall mean any object filled with air or other gas, whether sealed (e.g. balloons) or driven by a fan (e.g., “sky dancers”), ~~including balloons, which characterize a commercial symbol or contain a message~~ is intended to attract attention from adjacent properties or rights-of-way.

Internal illumination shall mean a light source that is contained within the sign itself, or where light is visible through a translucent surface.

Joint ~~identification~~-sign shall mean a sign, structure or surface which serves as a common or collective ~~identification medium~~ for display of messages by two (2) or more ~~uses occupants of on~~ the same ~~premises property~~ (see *Multi-tenant sign-sign*).

Kiosk shall mean a freestanding structure upon which temporary information, such as ~~and/or~~ posters, notices, or ~~and~~ announcements, are posted.

Leading edge shall mean the point of a sign, including its support structure, nearest to the public road right-of-way.

Legally nonconforming signs are signs which were lawfully constructed and erected prior to the most recent enactment of this Chapter and have been maintained as a sign, but which no longer comply with the provisions of this Chapter as amended.

Legible shall mean a sign capable of being read with certainty without visual aid by a pedestrian of normal visual acuity from a specified vantage point (or if no vantage point is specified, from the adjacent street right-of-way or adjacent private property).

Maintenance of a sign shall mean cleaning, repairing, painting or replacement of defective parts in a manner that does not alter the dimension, material or structure.

Menu board shall mean a permanently mounted sign ~~which lists the products or services available~~ at a drive-in or drive-thru facility ~~and that is~~ not legible from the adjacent street right-of-way.

Monument sign shall mean a freestanding sign supported primarily by an internal structural framework or other solid structure features where at least sixty percent (60%) of the base of the sign is in contact with the ground.

Multi-tenant sign shall mean a sign which displays messages for two (2) or more tenants of a multi-tenant property. ~~*Multi-tenant sign shall mean a sign which serves as a common or collective identification for two (2) or more uses on the same premises (see Joint identification sign).*~~

~~*Mural* shall mean a graphic displayed on that is painted on or otherwise applied directly to the exterior wall of a building, generally for the purposes of decoration or artistic expression, including but not limited to painting, frescoes or mosaics, with the exception that any portion of the mural that references the business name, logo, words, text or brand-specific merchandise shall be considered a sign.~~

~~*Nameplate sign* shall mean a door entrance sign indicating the name and address of a building or the name of an occupant.~~

Neon shall mean a sign illuminated by a light source consisting of a neon or gas tube that is bent to form letters, symbols or other shapes.

Nits shall mean a unit of measurement of luminance, or the intensity of visible light, where one (1) nit is equal to one (1) candela per square meter.

~~*Noncommercial sign* (see also *Residential complex, subdivision or residential identification sign*).~~

Nonconforming sign (see *Legally nonconforming signs*).

Off-premises advertising device shall mean a sign or device that advertises a business establishment, good, facility, service or product which is not sold or conducted on the premises on which the sign or device is located, and which may be designed to change copy on a periodic basis.

On-premises sign shall mean a sign which advertises or directs attention to a business, product, service or activity which is available on the premises where the sign is located.

Parapet wall shall mean an extension of the fascia wall above the roofline, which appears contiguous architecturally.

Pennants shall mean any long, narrow, usually triangular flag typically made of lightweight plastic, fabric or other material, ~~and not containing a message, image or representative symbol,~~ usually found in a series on a line and designed to move in the wind.

300 *Permanent sign* shall mean a sign attached to a building, structure, or the ground in a manner that
301 precludes ready removal or relocation of the sign.

302 *Permitted sign* shall mean a sign having a legal permit issued in accordance with the provisions of
303 this Chapter.

304 *Pole or Pylon sign* shall mean a freestanding sign that is permanently supported in a fixed location
305 by a structure of one or more poles, posts, uprights, or braces from the ground and not supported
306 by a building or base structure (other than a footer). ~~*Pole sign* shall mean a sign that is affixed,~~
307 ~~attached or mounted on a freestanding pole or structure that is not itself an integral part of or~~
308 ~~attached to a building or structure.~~

309 *Portable sign* shall mean a sign that is not permanently affixed to a building, structure or the ground
310 and that is easily moved, such as a sandwich board sign.

311 *Premises* shall mean the land, site or lot at which, or from which, a principal land use and activity is
312 conducted.

313 ~~*Private sale or event sign* shall mean a sign that provides information relating to a sale or event~~
314 ~~being held by an individual or group of individuals on private property, which may include, but not~~
315 ~~be limited to, a garage or yard sale.~~

316 ~~*Prohibited activities sign* shall mean signs located on a property posting said property for warning~~
317 ~~or prohibition, such as "no hunting," "no swimming" or "no parking."~~

318 *Projecting wall sign* shall mean any sign attached to a building and that extends more than twenty
319 (20) inches from the surface to which it is attached, but no more than four (4) feet from the wall of
320 the building. Signs projecting more than four (4) feet from the building shall be considered
321 freestanding signs.

322 ~~*Public affairs sign* shall mean a sign erected and maintained by or on behalf of the government for~~
323 ~~civic purposes.~~

324 *Public sign* shall mean a sign erected and maintained by or on behalf of the City or a governmental
325 entity that is not subject to the City's jurisdiction, on property owned or controlled by the City or
326 governmental entity; or a sign that is required or specifically authorized for a public purpose by any
327 law, statute, ordinance, resolution, or approved development plans, including way-finding signs
328 installed by a governmental entity within the public right-of-way, traffic control devices; public
329 notices, and the like. ~~*Public sign* shall mean a sign required or specifically authorized for a public~~
330 ~~purpose by any law, statute or ordinance, including public directional signs on the right-of-way;~~
331 ~~signs which identify the City by name; signs that direct travelers to public buildings, parks or~~
332 ~~attractions; interpretative signs; way-finding signs, Municipal Uniform Traffic Control devices; and~~
333 ~~the like.~~

334 ~~*Real estate model home sign* shall mean a sign identifying a model home within a subdivision and/or~~
335 ~~a temporary real estate sales office.~~

336 ~~*Real estate open house sign* shall mean a sign indicating that a building or portion of a building is~~
337 ~~available for inspection by prospective buyers or renters.~~

338 ~~*Real estate sign* shall mean a sign on the offered property which advertises the sale, rental or lease~~
339 ~~transfer or exchange of the premises upon which said sign is located.~~

Required sign means a sign that is required to be displayed on private property by an applicable law (e.g., a sign displaying the address of property as required by the building code, signs required by the Occupational Health and Safety Act, etc.)

~~Residential complex, subdivision or residential identification sign shall mean an on-site sign that identifies a specific residential complex or subdivision.~~

Roof sign shall mean a sign that is mounted on the roof of a building or structure, such as a portico, which is wholly dependent upon a building for support and which projects above the parapet of a building with a flat roof or above the peak of the roof of that portion of the roof on which the sign is placed.

Searchlight, strobe light or beacon shall mean a stationary or revolving light that flashes or projects illumination, single color or multicolored, in any manner that is intended to attract or divert attention; excluding any device required or necessary under the safety regulations described by the Federal Aviation Administration or similar agencies.

Sight distance (see *Clear vision zone or area*).

Sign shall mean any device, surface, object, structure, building architecture or part thereof using graphics, symbols or written copy for the purpose of advertising, identifying, or announcing or drawing attention to any establishment, product, goods, facilities, services or ideas, whether of a commercial or noncommercial nature.

Sign allowance shall mean the amount of signage that is allowable under the provisions of this Chapter.

Sign alteration shall mean any change of copy (excluding changeable copy signs), sign face, color, size, shape, illumination, position, location, construction or supporting structure of any sign.

Sign area shall mean the entire face of a sign and any backing, frame, trim or molding, and which may include the supporting structure.

Sign backing shall mean the surface, pattern or color of which any sign is displayed upon, against or through and that forms an integral part of such display and differentiates the total display from the background against which it is placed.

Sign face shall mean the area of the sign on which the copy is placed, or, for individual cutout letters, painted letters, channel letters or symbols, the perimeter of the individual elements shall be considered the area of the sign.

Sign frame shall mean a sign cabinet or that portion of the sign that holds the sign face in place.

Sign height shall mean the vertical distance measured from the grade, as defined herein, to the highest point of the sign or sign structure.

Sign, interior to a building shall mean signs inside buildings that are not legible from the public right-of-way.

Sign, interior to development shall mean any sign that is located so that it is not legible from any adjoining property or the public right-of-way and not oriented in such a way as to attract the attention of those traveling along the right-of-way.

Sign permit shall mean a permit issued by a Building Official and which is required for any sign specified under Section 18.54.060.

Sign separation shall mean the distance or spacing between individual signs, whether they are on the same structure or on separate structures, as measured by a straight line.

Sign setback shall mean the minimum distance required from the apparent centerline of the right-of-way to any portion of a sign or sign structure.

Sign structure shall mean the supports, uprights, bracing or framework of any structure for the purposes of displaying a sign.

Site sign shall mean a temporary freestanding sign constructed of vinyl, plastic, wood or metal and designed or intended to be displayed for a short period of time on a construction project.

Sky dancers shall mean freestanding tubes which often simulate the shape of a person into which air is forced to inflate and animate and which do not characterize a commercial message or contain a message.

Symbol shall mean a graphic device which stands for a concept or object.

Teardrop sign (see Ground kites).

Temporary sign shall mean any sign not intended for permanent installation, such as, but not limited to, a yard sign, site sign, banner, balloon, pennant, searchlight or beacon. ~~Generally, these signs are intended to be used for a limited period of time or for a purpose announcing a special event or presenting other miscellaneous or incidental information or instructions.~~

~~*Time or temperature sign* shall mean a sign or portion thereof on which the only copy that is capable of being changed is an electronic or mechanical indication of time and/or temperature.~~

Transition shall mean a ~~visual~~ frame effect used on an electronic message display to change from one (1) message to another.

Vehicle signs shall mean signs which are attached to or located on licensed vehicles, trailers or semi-trailers and contain or display signage for the primary purpose of advertisement, excluding bumper stickers on the bumper, and similar-sized adhesive decals.

Wall sign shall mean a sign attached parallel to and extending less than twenty (20) inches from the wall of a building, fence or freestanding wall. Wall signs shall include painted, individual letter, cabinet signs and those signs located below the peak of the roof of a building which are not specifically defined as roof signs.

Wind sign (see *Pennants*, *Ground kites* and *Sky dancers*).

Window sign shall mean any signage or graphics applied directly to a window surface or any sign hanging within twelve (12) inches of the interior surface of a window, or which is clearly evident through a window and oriented to attract the public on to the premises.

Yard sign shall mean a temporary portable sign constructed of paper, vinyl, plastic, wood, metal or other comparable material, and designed or intended to be displayed for a short period of time.

(b) Interpretation. This Sign Code is not intended to, and does not restrict speech on the basis of its content, viewpoint, or message. No part of this Sign Code shall be construed to favor commercial speech over non-commercial speech. Messages may be changed without the need for any approval or permit, provided that the size and structure of the sign are not

altered. To the extent any provision of this Code is ambiguous, the provision shall be interpreted not to regulate on the basis of the content of the message

(Ord. 34, 2010 §1)

18.54.060 - Sign permits.

(a) The Building Official shall be responsible for issuing all sign permits once approved by the Planning Division staff, which shall be responsible for reviewing all sign permits for compliance with this Code.

(b) A sign permit shall be required for all signs unless exempted from the provisions of this Chapter. The replacement, repair or major alteration of a sign shall require a new sign permit.

(c) The following information shall be submitted for a sign permit:

(1) Completed sign permit application signed by the property owner, tenant and/or licensed sign contractor, which shall include the following:

- a. The name, address and telephone number of the property owner, business owner or licensed sign contractor;
- b. The location, by street address, of the proposed sign; valuation of proposed work; and
- c. The zoning district in which the property is located. An affidavit (sworn statement) of notice to the property owner is required, if submitted by a business owner or contractor.

(2) Plans for the proposed sign, including but not limited to:

- a. For each sign:
 1. Scaled drawing of sign elevation, including area to be occupied by lettering, symbols or images, with dimensions; sign type; method of illumination, construction materials; projection or depth of sign cabinet;
 2. Site plan showing the adjacent streets and location of property lines;
 3. Plans showing the scope and structural detail of the proposed work, including details of structural connections, guidelines, supports and footings, and materials to be used;
 4. An inventory of all existing signs located on the property (a tenant may provide this information for the lease holder area only) related to the specific business that will remain and be removed, including location, dimensions, height and types of sign; and
 5. If reasonably known, identify any signs that are nonconforming, have received a variance, have utilized a nonconforming one-time change

rule, have combined two (2) smaller signs into one (1) larger sign, or have utilized any bonuses.

b. For wall signs: scale drawing with building dimensions, the square footage for each tenant and the total square footage for the building; elevations showing the sign location, facade dimensions and roof lines.

c. For freestanding signs: scale drawing of site layout including sign location, property lines, setbacks, adjacent public right-of-ways, street names, buildings and improvements, parking areas, drive aisles and landscaped areas in the vicinity of the proposed sign; dimensions of the sign and its support structure and members; and proposed height of the sign.

(3) An indication of application for electrical permits for all electric signs; when applicable, such permits will be issued separately through the Building Inspection Division.

(4) Other information, as required by the City, to ensure a complete and comprehensive review of the proposed sign.

(Ord. 34, 2010 §1)

18.54.070 - Reserved.

Editor's note— Ord. 43, 2016 , §1, adopted Dec. 20, 2016, repealed § 18.54.070, which pertained to sign contractor license and derived from Ord. 34, 2010 §1.

18.54.080 - General provisions.

(a) Written Interpretations. The Community Development Director shall be responsible for interpretation of this Chapter. Appeals to interpretations by the Community Development Director shall be subject to the provisions of Section 18.54.030, Variances and Appeals (see Section 18.24 of the Development Code).

(b) Sign Classification. If the provisions within this Chapter do not identify a particular type of sign, or if a sign may be classified under two (2) or more definitions, the sign shall be classified according to that description which most specifically describes it and which furthers the purposes of this Chapter.

(c) Interior to a development signs not legible beyond the boundaries of the property on which they are located and which are not intended to attract off-site attention shall not be counted for the purpose of zoning regulations toward signage calculations, except window signage that exceeds twenty-five percent (25%) of the window area. Any sign constructed interior to the development may be subject to building permit provisions.

(d) Primary structure required. With the exception of ~~real estate, election, ideological and prohibited activities~~required and temporary signs, signs shall not be permitted unless there is a primary structure on the parcel.

(e) Other Code requirements. All signs within the City shall comply with the adopted building and electrical codes, Model Traffic Code, Historic Preservation and other codes and

ordinances as adopted by the City. All electric signs shall comply with and bear independent testing laboratory labels. In the event of any conflict between any of these codes or ordinances and this Chapter, the more restrictive provision shall apply.

- (f) Trees and shrubs. No person may, for the purposes of increasing or enhancing the visibility of any sign, damage, destroy, trim or remove any trees or shrubs located within the public right-of-way or as per an approved use by special review, design review or any other land use zoning permit unless the work is done pursuant to written authorization of the Community Development Department.
- (g) Signs in right-of-way. Except as otherwise permitted elsewhere in this Code, no signs other than regulatory signs are allowed in the public right-of-way except as provided by a right-of-way revocable sign permit.
- (h) Consistent and complementary. All signs installed after the adoption of the ordinance in this Chapter shall be designed to be consistent and compatible with the character of the principal buildings to which the signs relate, including the use of similar or complementary colors and materials in the design and construction of signs and its surroundings.
- (i) Sign lighting. Signs may be internally illuminated, backlit or illuminated by down-lighting or by ground-mounted light fixtures that illuminate only the sign face and base and shall conform to the following:
 - (1) Illuminated signs on the C-D, H-A and all residentially zoned properties or illuminated signs on commercial or industrial zoned properties immediately adjacent to residentially zoned properties shall either have an opaque background and translucent letters or letters without background lighting;
 - (2) In no case shall sign lighting create more than one-tenth (0.1) foot candle impact on habitable residential uses in residentially zoned areas;
 - (3) Neon lighting shall only be permitted within the [graphics \(e.g., logos or images\)](#) or lettering ~~or logo~~ of a sign;
 - (4) Illumination of the sign face by down-lighting or ground mounted light fixtures shall not exceed fifty (50) foot-candles as measured on the sign face; and
 - (5) Flashing or strobe lighting shall not be permitted, whether used as part of a sign or to draw attention to a site or location.

(Ord. 34, 2010 §1)

18.54.090 - Sign measurements and orientation.

- (a) The following rules shall apply to the measurement of signs in all zoning districts:
 - (1) The area of a sign is measured by determining the total sign face, which includes the backing and the frame of the sign.
 - (2) The area of a sign shall be measured utilizing a single, continuous rectilinear perimeter of not more than twelve (12) straight lines, the extreme limits of writing, representation, lines, emblems or figures contained within all modules, together

with any air space, materials or colors forming an integral part or background of the display or materials used to differentiate such sign from the structure against which the sign is placed. For replacement of existing signs, the applicant may choose to utilize an exact calculation of sign area in lieu of this requirement.

(3) A freestanding sign area and its support structure may be equal in size to one and one-half ($1\frac{1}{2}$) times the maximum-sized sign allowance at that location. The base of a monument sign shall not be counted as part of the calculation, provided that:

- a. The base does not account for more than one-third ($1/3$) of the combined area of the sign face and the base; and
- b. At least sixty percent (60%) of the bottom edge of the sign, including its supports and structure, has contiguous contact with the ground. Where the base has an unusual shape, such as circular or diamond-shaped, the bottom of the base shall be determined by measuring at a point that is one-third ($1/3$) of the distance from the ground to the top of the base; and
- c. Any portion of the base that contains signage will be counted, with the exception of a numeral address that is clearly incidental to the sign.

(4) The area of a sign which has multiple sign faces not parallel to the right-of-way, such as V-shaped, triangles or cubes, shall be calculated using the total of all faces which may be viewed at the same time from the public right-of-way or adjacent property.

(5) All writing, representations, emblems or figures forming an integral part of a display used on an awning to identify, direct or attract the attention of the public shall be considered to be a sign for the purposes of measurement.

(6) Internally illuminated awning signs that are translucent, with backlighting, shall include the entire area of the awning in the calculation of the sign area (see also Subsection 18.54.140(a)).

(b) The height of a sign shall be determined by measuring the vertical distance from the adjacent grade to the highest point of the sign or sign structure. For purposes of this section, "grade" as a point of measure shall mean either of the following, whichever yields a greater sign height:

(1) The elevation of the highest ground surface within a five-foot horizontal distance from the leading edge of the sign, when there is less than a ten-foot difference between the highest and lowest ground surfaces within a five-foot horizontal distance from said sign (see Figure 18-38); or

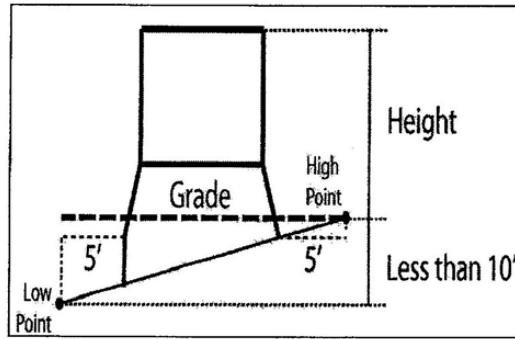


Figure 18-38

- (2) An elevation ten (10) feet higher than the lowest ground surface within a five-foot horizontal distance from the leading edge of the sign, when there is greater than a ten-foot difference between the highest and lowest ground surface within a five-foot horizontal distance from said sign (see Figure 18-39).

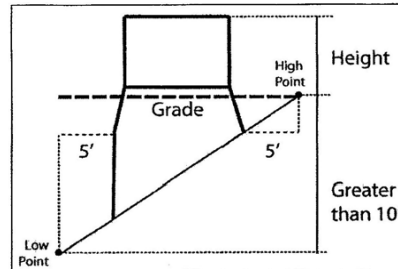


Figure 18-39

- (c) The determination of sign orientation shall be as follows:
- (1) The orientation of a freestanding sign is to the nearest public right-of-way to which it is perpendicular or parallel;
 - (2) The orientation of a wall sign is to the nearest street with the highest traffic volume;
 - (3) The orientation of a projecting wall sign is to the nearest street with the highest traffic volume and to which the sign is most nearly perpendicular;
 - (4) The orientation of all other signs, including canopy signs, shall be to the nearest public right-of-way; or
 - (5) The principal orientation of any sign shall be determined by the Administrative Official in accordance with the standards in this Chapter, street classification and the intent of the Code.

(Ord. 34, 2010 §1)

18.54.100 - Sign setbacks.

The minimum distance required between the apparent centerline of the right-of-way and any portion of a sign or sign structure. Where the property is adjacent to a frontage road, the centerline of the highway to the leading edge of the sign is used to determine setback (i.e., frontage road is disregarded for calculation of the setback). (See Figures 18-40 and 18-41.)

Figure 18-40: Typical Centerline

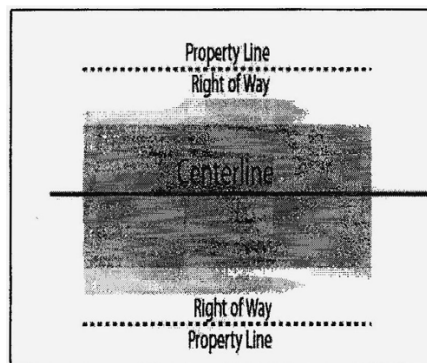
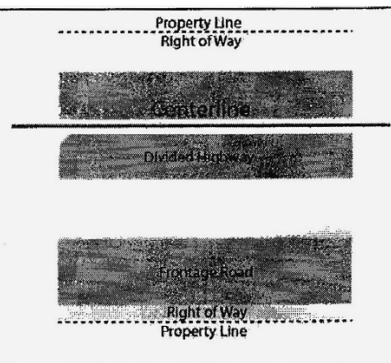


Figure 18-41: Centerline with frontage road



18.54.110 - Signs not requiring a sign permit.

- (a) Any sign listed in this Section shall not require a sign permit if the sign complies with the provisions of this Section. Except as may be required under the adopted building and electrical codes, such signs shall not require a sign permit and are allowed. Signs that exceed these provisions for size ~~or usage~~ or sign area shall require a sign permit as provided for in Section 18.54.140.

- (1) ~~Address-Required signs. Two (2) address signs are allowed in the H-A, C-D and all residentially zoned properties per lot or building per street frontage, each with a maximum size of two (2) square feet. In all other zoning districts, one (1) address sign is allowed per structure or store front with a maximum of five (5) square feet in size or two (2) signs which, combined, total five (5) square feet in size. (An address may also be placed upon a monument sign base).~~
- (2) Change of copy. Once a structure receives legally conforming status from the City, the sign copy may thereafter be changed without a permit. All other copy changes, such as painted signs or channel lettering, shall require a sign permit.
- (3) Changeable copy. Where a sign frame or structure has been approved as a changeable copy sign, subsequent changes of copy only shall not require a permit.
- ~~(4) Commemorative sign. One (1) sign up to ten (10) square feet in size is allowed per lot.~~
- ~~(5) Temporary signs associated with approved temporary uses under Section 18.53.050, provided that the schedule for display and removal of the signs is set out in the temporary use permit. Community event sign. With the exception of banners~~

administered by the City over public rights-of-way, off-site community event signs are allowed with the following limitations:

- ~~(6)~~ — The total on-site community event signage per property shall be determined at a rate of one ~~(1)~~ square foot of signage for every four ~~(4)~~ linear feet of building frontage to which the sign is attached. If the site does not contain a building, the site will be allowed up to one ~~(1)~~, six ~~(6)~~ square feet in size sign per lot frontage. All community event signs shall not exceed five ~~(5)~~ feet in height;
- ~~(7)~~ — Off-site community event signs are allowed to be six ~~(6)~~ square feet in size and up to five ~~(5)~~ feet in height;
- ~~(8)~~ — Community event signs shall be displayed no more than forty-five ~~(45)~~ calendar days before and five ~~(5)~~ calendar days after the event;
- ~~(9)~~ — No more than fifteen percent ~~(15%)~~ of the sign can display a sponsor name and/or logo; and

Banners may be a maximum of one hundred twenty ~~(120)~~ square feet in size and may be displayed for City-authorized community events or public service announcements over City rights-of-way and as approved, installed and administered by the City.

~~(10)~~ (4) Contractor-Construction Site sign. Up to three (3) ~~contractor-~~site signs per street frontage are allowed as follows:-

- a. ~~Contractor-~~Construction Site signs on H-A, C-D and all residentially zoned properties shall not exceed seven (7) square feet of sign area per face and five (5) feet in height. Properties greater than two and one-half (2½) acres are allowed up to one (1) thirty-two-square-foot sign.
- b. ~~Contractor-~~Construction Site signs on nonresidential zoned properties with less than two hundred (200) feet of lot frontage shall not exceed twenty-four (24) square feet of sign area per face and eight (8) feet in height;
- c. ~~Contractor-~~Construction Site signs on nonresidential zoned properties greater than two hundred (200) feet and less than five hundred (500) feet of frontage shall not exceed thirty-two (32) square feet of sign area per face and eight (8) feet in height;
- d. ~~Contractor-~~Construction Site signs on nonresidential zoned properties with greater than five hundred (500) feet of frontage shall not exceed sixty-four (64) square feet per sign face and ten (10) feet in height; and
- e. The sign may be displayed no more than forty-five (45) calendar days before and forty-five (45) calendar days after the completion of construction.

~~(11)~~ (5) Cornerstone sign. A cornerstone may be up to a total of four (4) square feet in size.

~~(12)~~ (6) Directional on-premises sign. A property may have any number of directional on-premises signs sufficient to safely direct customers to key locations; however each shall not exceed six (6) square feet in size per face, nor five (5) feet in height. Such

signs shall not include the business name or logo but may include a single background color associated with the business.

(7) Election Yard signs and Site Signs. Election

- a. Yard signs and site signs are allowed in all zoning districts and are subject to the following provisions:

1. The total cumulative sign area that is allowed under this subsection (7) is 32 square feet.

1.2. Each ~~No individual~~ sign shall have a sign area that not exceeds thirty-two (32) square feet ~~per sign face~~.

2.3. Election ~~Yard signs and site~~ signs may be located on a property only with the consent of the property owner, authorized property manager, or legal tenant.

4. In no event shall ~~an yard sign or site election~~ sign be posted or displayed in a manner or location that limits sight visibility to the traveling public or in such a way that creates a vehicular or pedestrian traffic obstruction or hazard.

- b. If an individual sign installed pursuant to this subsection (7) exceeds six square feet, it is counted towards any applicable standards of subsection (5), above.

~~(13)~~ (8) Flag. ~~Noncommercial f~~Flags are allowed which do not exceed a maximum size of one hundred fifty (150) square feet in size per flag. A total of three hundred (300) square feet flag area is allowed per property.

- a. No part of any flag when fully extended shall protrude over any public right-of-way or property line in any direction.
- b. The freestanding maximum mounting height of flags shall be equal to or less than the maximum building height allowed in the zone district in which the flag is located or (10) feet above the height of the principal structure on the premises, whichever is less.
- c. The flag pole for any individual flag over one hundred (100) square feet must be set back at least equal to the flag pole height from the property line.

~~(14) — Garage and private sale sign. One garage or private sale sign is allowed per residential property. The sign must be placed on private property owned or leased by the person holding the sale, not to exceed six (6) square feet in size. Garage and private sale signs may not be placed for more than three (3) consecutive days and shall not occur more than twice in a calendar year.~~

~~(15)~~ (9) Holiday decoration. Temporary decorations, lighting or displays which are clearly incidental to and customarily and commonly associated with any national, state, local, religious or commonly celebrated holiday shall be displayed not more than sixty (60) days prior to the holiday, and no more than thirty (30) days after the

holiday. Such decorations may be of any type, number, size, location, illumination or animation if the decorations ~~do not advertise or identify a product or a business and~~ are located so as not to conflict with traffic regulatory devices or create a traffic hazard.

~~(16) — Human sign. A sign carried or worn by a person, whether on public or private property. A person carrying or wearing a sign may be located on a public right-of-way sidewalk, provided that traffic is not impeded, is allowed. Persons holding signs shall not be otherwise located on any public right-of-way, such as a street or median.~~

~~(17) — Ideological sign. A maximum of one (1) ideological sign is allowed and shall not exceed seven (7) square feet per sign face in the H-A or the C-D and on all residential zoned properties, twenty-four (24) square feet on commercial or industrial zoned properties which have less than two hundred (200) feet of lot frontage; thirty-two (32) square feet for commercial and industrial zoned properties which have greater than two hundred (200) feet, but less than five hundred (500) feet of lot frontage; or sixty-four (64) square feet for commercial and industrial zoned properties which have greater than five hundred (500) feet of lot frontage.~~

~~(18)~~ (10) Incidental sign. The combination of incidental signs shall not exceed one and one-half (1½) square feet in ~~size~~ sign area per building entrance.

~~(19) — Nameplate sign. Nameplates may be of any size if not legible from the public right-of-way or the adjacent property.~~

~~(20)~~ (11) Portable sign. One (1) portable sign is allowed per storefront if it can meet all of the following conditions:

- a. Is located within twenty (20) feet of the principal public entrance ~~for which the goods or services are provided to the tenant or occupant that displays the sign;~~
- b. Is no larger than six (6) square feet per face and no greater than forty-eight (48) inches in height;
- c. Is located outside of clear vision zones [see Subsection 18.44.140(e)];
- d. Is in place only during hours of operations;
- e. Is not posted or displayed in a manner or location that limits sight visibility to the traveling public or in such a way that creates a vehicular or pedestrian traffic obstruction or hazard;
- f. Two (2) immediately adjacent ~~businesses~~ tenants or occupants may share a single sign, not to exceed the standards listed above; and
- g. Any portion of a portable sign located within the public right-of-way must ~~obtain~~ be authorized by a right of way revocable sign permit from the City.

~~(21) — Prohibited activities sign. Signs that prohibit a specific activity shall be no greater than six (6) square feet in size; and shall be placed not to exceed one (1) per street front or one (1) per one hundred (100) feet of lot length, whichever is greater.~~

~~(22)~~(12) Public sign. Public signs may be of any type, number and area, height above grade, location, illumination or animation required by the law, statute or ordinance under which the signs are erected ~~and shall address a health, safety or welfare matter.~~ Public signs, government signs and signs on public bus benches and/or shelters in the right-of-way shall not be ~~required to obtain~~ subject to a right of way revocable sign permit. Signs on governmental property outside of the right-of-way ~~will~~ shall require a right of way revocable sign permit.

~~(23)~~ — Public affairs sign. Without limitation, banners, flags, pendants and other sign types may be displayed for civic purposes within the public rights-of-way.

~~(24)~~ — Real estate sign. One (1) real estate sign is permitted per street frontage on the property being advertised as follows:

a. — ~~Real estate signs on H-A, C-D and all residential zoned properties shall not exceed seven (7) square feet of sign area per face and five (5) feet in height, except that properties zoned H-A, R-E, R-L, R-M, R-MH and PUD of at least five (5) acres in size and R-H properties with at least two hundred (200) feet of lot frontage shall not exceed thirty two (32) square feet of sign area per face and eight (8) feet in height.~~

b. — ~~Real estate signs on nonresidential zoned properties with less than two hundred (200) feet of lot frontage shall not exceed twenty four (24) square feet of sign area per face and eight (8) feet in height;~~

c. — ~~Real estate signs on nonresidential zoned properties greater than two hundred (200) feet and less than five hundred (500) feet of frontage shall not exceed thirty two (32) square feet of sign area per face and eight (8) feet in height; and~~

d.a. — ~~Real estate signs on nonresidential zoned properties with greater than five hundred (500) feet of frontage shall not exceed sixty four (64) square feet per sign face and ten (10) feet in height.~~

~~(25)~~ — Real estate model home sign. One (1) real estate model home sign is allowed per street frontage of the premises on which a model home or a temporary real estate sales office is located as follows:

a. — ~~Real estate model home signs shall not exceed twenty four (24) square feet of sign area per face; and~~

b. — ~~Freestanding real estate model home signs are limited to six (6) feet in height. Wall-mounted real estate model home signs shall not extend above the top of the wall or parapet wall of the building to which the wall sign is attached.~~

~~(26)~~ — Real estate open house sign. A sign no more than six (6) square feet in size and five (5) feet in height announcing an open house event is allowed per property. Such signs shall be displayed only on the day of the open house and the day prior to the open house. ~~On premises or off premises display of real estate open house signs is~~

permitted, but display in the public right-of-way is prohibited. Off-premises open house signs may be located on private property only with the consent of the property owner; in no event shall a sign be posted or displayed in a manner or location that limits sight visibility to the traveling public or in such a way that creates a vehicular or pedestrian traffic obstruction or hazard. Pennants and balloons may be affixed to real estate open house signs, provided that such attachments do not encroach upon street or sidewalk right-of-way or create a traffic or sidewalk safety hazard; balloons that are affixed to real estate open house signs shall have no linear dimension greater than two (2) feet.

~~(27)~~(13) ~~Residential complex or residential subdivision identification sign~~ Detached wall signs or monument signs at subdivision or multifamily complex entry points. Residential complex or residential subdivision identification Detached wall signs or monument signs that are located within 40 feet of a street intersection that provides entry into a subdivision or multifamily complex, provided that they are ~~signs shall be~~ no greater than twenty (20) square feet in ~~size~~ sign area, including all sign faces, and not greater than six (6) feet in height. Two (2) residential complex identification signs are allowed per ~~subdivision entrance~~ intersection.

~~(28)~~(14) Signs within building. A sign permit is not required where signs are located inside buildings and are not legible from the public right-of-way or, if legible, are within allowed window sign limits.

~~(29)~~(15) Vehicle signs. It shall not be a violation of this Chapter if the vehicle to which a sign is mounted, painted or otherwise affixed is used for travel between home and work or is temporarily parked away from the business premises while being used to provide the business' services or products, or as personal transportation for the vehicle operator. A parked vehicle which contains or displays signage is allowed when;

a. The sign does not extend more than one (1) foot above the roofline of the vehicle;

~~b. The sign displayed on the vehicle does not direct the public to the advertised business, such as with an arrow;~~

~~c.~~b. The vehicle is not illuminated or does not have flashing signs;

~~d.~~c. The vehicle is licensed and operable; and

~~e.~~d. The vehicle is ~~not to be parked offsite and used to direct customers to an advertised business~~ in use or legally parked.

~~(30)~~(16) Wind driven devices. The following devices, which are designed to move with wind or forced air, are allowed as follows, provided that signage is not affixed to the device:

a. Pennant. A pennant flag may be a maximum of one (1) square foot per flag face, and pennant lines shall be no longer than the front lot line or exceed the height of the building. For residential zoned properties, pennants are allowed for open house events only three days per year. For commercial and

industrial zoned properties, pennants are allowed on a single property for any length of time, provided they are maintained and in good condition.

b. Ground kite. Ground kites are allowed only in commercial or industrial zoned properties as follows:

1. Ground kites shall be affixed to the ground and shall not exceed two (2) feet wide and eight (8) feet tall.
2. One ground kite is allowed for every twenty-five (25) feet of lot frontage.

c. Sky dancer. Sky dancer devices are allowed only in commercial and industrial zoned properties as follows:

1. Sky dancers shall be affixed to the ground and shall not exceed two (2) feet wide and eight (8) feet tall.
2. One (1) sky dancer is allowed for every fifty (50) feet of lot frontage, with a maximum of three (3) for each property.

d. Wind signs. Wind signs cannot be used in combination on a property, unless approved in advance with a temporary sign permit.

~~(34)~~(17) Window sign. A window sign is allowed but shall not exceed twenty-five percent (25%) of the glass surface of individual window panes that are visible from the public right-of-way.

(Ord. 1, 2017 §1(Exh. A), 1-17-2017; Ord. 34, 2010 §1)

18.54.120 - Prohibited signs.

(a) Except for signs within buildings and not legible or intended to attract the attention of persons outside the building, or signs interior to a development, the following signs are declared to be a public nuisance and are prohibited in all zoning districts of the City. They must be removed unless determined to be legally nonconforming except as provided herein.

(1) Abandoned signs. A sign determined to be abandoned as defined in this Chapter must either be removed or covered to conceal the sign copy, confirming its abandonment.

(2) Exposed incandescent, high intensity exposed light ~~blubs~~bulbs. The use of exposed light bulbs independently or as a sign or portion of a sign that is visible from any property line on which the sign is located is prohibited.

(3) Flashing, animated or imitating signs, including signs that have moving, blinking, chasing, scrolling or other animation effects. Such signs, either inside (including but not limited to: open signs and electronic display signs, etc.) or outside of a building, and which are legible from a public right-of-way must be removed except as follows:

a. ~~Time and temperature messaging, which changes its message instantly and does not change copy more frequently than every once every three (3) seconds;~~

b. ~~Electronic message boards used by the City or other public agency to address a health, safety or welfare matter; or~~

~~c.~~ a. Electronic message boards which do not change copy more frequently than every once every thirty (30) seconds as otherwise permitted in this Chapter.

(4) Imitating sign. Regardless ~~if~~ of whether any clear safety concerns are present.

(5) Off-premises sign. Except as follows:

a. Temporary ~~real-estate~~ signs which are located on a common area outlot, approved by the property owners association; and

b. When two (2) or more adjacent landowners co-locate signage on a single sign structure or on a shared property line through a legally binding agreement. For purposes of this provision, the combined lot frontage is used to determine the number of signs allowed.

(6) Nongovernmental ~~s~~Signs on public utilities. No sign may be attached to utility poles or other public structures within the public right-of-way, except as specifically authorized by the City.

(7) Roof signs.

(8) Signs in the public right-of-way. Signs located in any portion of the public right-of-way that do not meet the provisions of this Chapter or that do not have a right-of-way revocable sign permit.

(Ord. 34, 2010 §1)

18.54.130 - Temporary signs, including portable signs, searchlights and beacons.

(a) Temporary signs shall be allowed per ~~storefront~~ tenant in addition to the amount of permanent signage that is otherwise permitted. Except as provided in Section 18.54.110, above. Temporary signs require a temporary sign permit. Temporary signs shall comply with all other applicable provisions of this Chapter, including the provision of Section 18.54.060 (Sign Permits).

(b) The total amount of temporary signage shall not exceed thirty-three (33) square feet in all residential R-H and C-L zones, or fifty (50) square feet in all other commercial and industrial zones.

(c) Temporary signs shall be allowed for any individual commercial or industrial use for no more than a total of sixty (60) days in any calendar year.

(d) If more than one (1) temporary sign is proposed, each sign will count towards the total calendar year allowance (i.e., 3 signs for 20 days = 60 days). The total sign area for all signs shall not exceed the total amount of temporary sign allowance.

(e) Temporary signs associated with a temporary use under the provisions of Section 18.53.030 shall be limited to the duration of the temporary use, not to exceed more than ninety (90) days in any calendar year. The temporary sign permit may be extended for up to

an additional thirty (30) days, provided the Community Development Director has granted an extension of the associated temporary use.

(f) Any property that contains an outdoor electronic messaging display will not be permitted any additional temporary sign allowance.

(g) Balloons, inflatable signs and other inflatable objects containing text and/or graphics ~~for advertising purposes and~~ which have a total visible area (individually or combined) that does not exceed thirty-three (33) square feet shall be considered a temporary sign and shall require a sign permit. Balloons that do not contain text and/or graphics shall not require a sign permit. No balloon, inflatable sign or other inflatable object shall exceed the height of the principal building on the site and shall not extend over the public right-of-way when fully extended, or impede pedestrian or vehicular traffic.

(h) Searchlights or beacons shall be considered temporary signs, shall require a sign permit and are allowed a maximum of three (3) days per calendar year. Searchlights or beacons shall not be placed or used in such a way that impedes pedestrian or vehicular traffic, or results in light or glare at grade.

(Ord. 1, 2017 §1(Exh. A), 1-17-2017; Ord. 34, 2010 §1)

18.54.140 - Signs requiring a sign permit.

(a) The following signs shall require a sign permit:

(1) Awning sign.

(2) Canopy sign.

(3) Electronic messaging display.

(4) Freestanding and monument sign.

(5) Projecting wall sign.

(6) Wall sign.

(b) Awning sign.

(1) If more than twenty-five percent (25%) of the exterior surface of an awning is devoted to sign copy, the entire exterior surface of the awning shall be considered a sign;

(2) The entire illuminated exterior area of an internally illuminated awning sign shall be included in the calculation of the sign area;

(3) Awning signage will count towards the total wall sign allowance; and

(4) Any portion of an awning sign projecting over the public right-of-way must obtain a right-of-way revocable sign permit from the City.

(c) Canopy sign.

- 920 (1) If the canopy is attached to a building, all or a portion of the available wall signage
921 allowance may be transferred to the canopy, subject to setback provisions.
- 922 (2) If the canopy is a freestanding structure, all or a portion of the available
923 freestanding signage allowance may be transferred to the canopy, subject to setback
924 provisions and height.
- 925 (d) Electronic messaging display (EMD) sign.
- 926 (1) EMD signs require a design review approval (see Chapter 18.46) and are allowed
927 only in the C-L, C-H, I-L, I-M, I-H and PUD zone districts. An EMD sign in the C-L zone
928 district is limited in hours of operation from 6:00 a.m. to 10:00 p.m.
- 929 (2) The area of the EMD shall not exceed fifty percent (50%) of a sign face.
- 930 (3) The EMD shall contain static messages only, changed only instantly or through
931 dissolve or fade transitions, or with the use of other subtle transitions and frame
932 effects that do not have the appearance of moving text or images, and which may
933 otherwise not have movement, or the appearance or optical illusion of movement, of
934 any part of the sign structure, design or pictorial segment of the sign, including the
935 movement of any illumination or the flashing, scintillating or varying of light
936 intensity.
- 937 (4) The displayed message shall not change more frequently than once per thirty (30)
938 seconds, ~~except for time and temperature signs, which shall not change more~~
939 ~~frequently than once per three (3) seconds.~~
- 940 (5) The EMD shall have automatic dimmer software or solar sensors to control
941 brightness for nighttime viewing. The intensity of the light source shall not produce
942 glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to
943 the public health, safety or welfare. Lighting from the message module shall not
944 exceed six hundred (600) nits (candelas per square meter) between dusk and dawn
945 as measured from the sign's face.
- 946 (6) Applications for sign permits containing an electronic display shall include the
947 manufacturer's specifications and initial nit (candela per square meter) rating and
948 the method of dimming.
- 949 ~~Messages displayed on the sign module shall only direct attention to a business,~~
950 ~~product, service or entertainment conducted, sold or offered on the premises on~~
951 ~~which the sign is located. Community emergency alerts such as traffic hazards,~~
952 ~~inclement weather or Amber Alerts are exempt from this requirement.~~
- 953 (7) All existing electronic message displays that contain an electronic changeable copy
954 module which does not comply with the provisions of this Section shall be made to
955 conform to the duration of copy provisions upon the effective date of the ordinance
956 approving such provisions.
- 957 (8) Any premise that contains an outdoor electronic message display shall not be
958 allowed any temporary signs (per Section 18.54.140).

(e) Freestanding and monument sign.

- (1) Freestanding signs shall be permitted only if constructed with a supporting sign structure, the total width of which exceeds twenty-five percent (25%) of the width of the sign face. This provision applies to all freestanding signs that require a permit, except freestanding signs with less than two (2) vertical feet of sign support, exposed poles or flag poles. Any change of copy to a legally conforming sign does not require compliance with this Section.

~~(2) Any flag that displays a commercial message is subject to the provisions of this Section.~~

~~(3)~~(2) Maximum size, height and setback dimensions. Lot frontage, for the purposes of calculating freestanding sign allowance and placement, shall be determined as follows:

- a. Lot frontage shall be the length of private property contiguous with a public street.
- b. If a lot has more than one (1) street frontage, such as with corner lots, up to two (2) cumulative lot frontages along the lot sides adjacent to public streets may be used to determine the maximum number of signs.
- c. Noncontiguous lot frontage is calculated separately.

~~(4)~~(3) The maximum area of freestanding/monument signs shall be as follows:

- a. In the H-A, C-D, R-MH, R-L, R-M and R-E zone districts, signs shall be in accordance with Section 18.54.110.
- b. In the R-H, C-L zone districts and for uses by special review on any residential zoned property, the maximum area is as follows:

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	33
51 ft. to 167 ft.	(Setback minus 50) plus 33
168 ft. or greater	150

- c. In the C-H, I-L, I-M and I-H zone districts, the maximum area is as follows:

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	50
51 ft. to 249 ft.	Equal to setback
250 ft. or greater	250

985 ~~(5)~~(4) The maximum height of freestanding signs shall be as follows:

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	12
51 ft. to 99 ft.	(Setback minus 50) plus 12
100 ft. or greater	25

986

987 a. In the C-D, H-A, R-E, R-L, R-MH, R-M, R-H and C-L zone districts, the
988 maximum height is six (6) feet, unless otherwise noted in Section 18.54.110.

989 b. In the C-H, I-L, I-M and I-H zone districts, the maximum height is as follows:

990 ~~(6)~~(5) Signs attached to fences and freestanding walls, except those in Section 18.54.110,
991 Signs not requiring a permit, shall be regulated as a freestanding sign and shall
992 count toward freestanding signage allowances.

993 ~~(7)~~(6) For properties with less than two hundred (200) feet of lot frontage, either of the
994 following is permitted:

995 a. A freestanding sign may be used in lieu of the allowed wall signage, the sign
996 will be allowed to comply fully to the freestanding sign size and height limits
997 as listed in the charts above; or

998 b. A combination of freestanding or wall signage is allowed where the sum of
999 the percentage of each sign's size, as a portion of the total allowed, does not
1000 exceed one hundred percent (100%) of maximum sign allowance for either
1001 category or sign. The percentage of wall signage shall be based on the total
1002 amount of wall signage allowed on the principal face of the building located
1003 closest to the freestanding sign. The percentage of freestanding sign shall be
1004 based on the maximum size of freestanding sign allowed, given the sign's
1005 setback from the center line of the adjoining public right of-way (Figure 18-
1006 42).

1007 c. One (1) freestanding sign is a permitted use on a site with a minimum of two
1008 hundred (200) feet of street right-of-way frontage; two (2) freestanding
1009 signs are permitted with a minimum of five hundred (500) feet of
1010 contiguous street right-of-way linear frontage in the R-H, C-L, C-H, I-L, I-M
1011 and I-H zone districts.

1012 _____

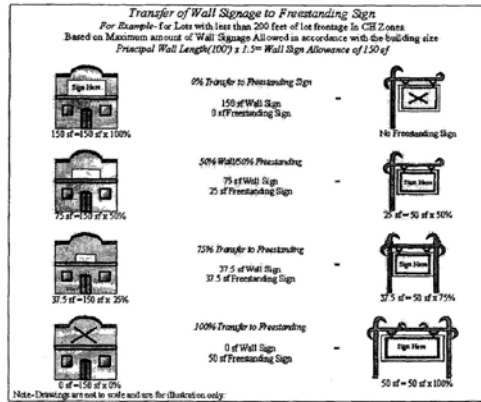


Figure 18-42: Transfer of Wall Signage to Freestanding Signage

~~(8)~~(7) Where two (2) or more property owners share a common lot line, the property owners may combine lot frontage for the purpose of sharing a freestanding sign on or near the common lot line.

(f) Projecting wall sign.

(1) A projecting sign shall not be higher than the top of the wall or the bottom of the roof eave.

(2) A projecting sign must have eight (8) feet clearance from grade and may not extend more than four (4) feet from the building wall except where the sign is an integral part of an approved canopy or awning.

(3) A projecting sign is included in the total wall sign allowance.

(4) A projecting sign over public right-of-way must obtain a revocable sign permit.

(g) Wall signs.

(1) Signage allowance by zone district shall be calculated as follows:

Zone District	Signage allowed per principal building frontage	For secondary building frontage, additional signage allowed per linear feet of building
H-A, C-D, R-E, RMH, R-L and R-M	N/A	N/A
R-H	.25 sq. ft.	N/A
C-L	1 sq. ft.	.5 sq. ft.
C-H and I-L	1.5 sq. ft.	1 sq. ft.
I-M and I-H	2 sq. ft.	1 sq. ft.

(2) The maximum area of each wall sign shall be calculated as below in this Subsection.

- 1030
- 1031
- 1032
- a.
- H-A, C-D, R-E, R-MH, R-L and R-M shall be in accordance with Section 18.54.110.
- b.
- R-H and C-L Zone Districts.

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	40 ft.
51 ft. to 160 ft.	Setback minus 10 ft.
161 ft. or greater	150 ft.

1033

- 1034
- c.
- C-H and I-L Zone Districts.

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	60 ft.
51 ft. to 190 ft.	Setback plus 10 ft.
191 ft. or greater	200 ft.

1035

- 1036
- d.
- I-M and I-H Zone Signs.

Setback	Maximum Size (sq. ft.) per Sign Face
<i>Less than 50 ft.</i>	<i>90 ft.</i>
<i>51 ft. to 210 ft.</i>	<i>(Setback minus 50) plus 90 ft.</i>
<i>211 ft. or greater</i>	<i>250 ft.</i>

1037

- 1038
- (3)
- Wall signage shall comply with the following conditions:

- 1039
- 1040
- 1041
- 1042
- 1043
- 1044
- 1045
- 1046
- 1047
- 1048
- a.
- Parapet Wall. No wall sign may be attached to or displayed against any parapet wall that does not extend at least seventy-five percent (75%) of the perimeter of the roof enclosed by the parapet. No sign shall exceed the height of the parapet wall. This standard does not apply to existing building as of the date of the adoption of the Code.
- b.
- Roof Line. No wall sign may extend above the roof line of a building except as permitted on a parapet wall.
- c.
- Mechanical Room. No wall sign may be displayed on the wall of a mechanical room or penthouse or other such enclosed space which is not habitable by the occupants of the building.

d. Sign Depth or Projection. No sign, including any light box or other structural part, shall exceed a depth of twenty (20) inches.

~~e. — Mural. Any portion of a mural that is considered signage based on the provisions of this Chapter shall be included in the calculation for determining expended sign area.~~

(Ord. 34, 2010 §1)

18.54.150 - Public, quasi-public and institutional uses (nonresidential uses in residential zone districts).

(a) Public/Private Schools: Public schools are encouraged to adhere to the same sign standards as private schools, which are those that are allowed in the R-H zone district.

(b) All other public, quasi-public or intuitional signage shall comply with the standards of the R-H zone district.

(Ord. 34, 2010 §1)

18.54.160 - Signs in Planned Unit Development zoned districts.

(a) The provisions in this Chapter shall be used to guide signage within Planned Unit Development (PUD) requests.

(b) Proposed PUD development may include a specific sign plan which includes sign standards that address size, height, design, lighting, color, materials, location and method of construction of all signage planned within the PUD to ensure that all such signage is designed in a harmonious and compatible manner. Absent a specific sign plan, the City will apply sign standards closest to the zone district the PUD land uses represent. The City Council may impose alternate standards relating to signage if it is determined that there are commensurate design trade-offs proposed for signage with a particular PUD, as provided in Subsection 18.32.040(d) of Chapter 18.32, Planned Unit Developments.

(Ord. 34, 2010 §1)

18.54.170 - Historic signs.

(a) Notwithstanding any other provisions of this Chapter, a historic sign may be kept, used, owned, maintained and displayed subject to the following provisions:

(1) The sign has been designated as a historic landmark by the Greeley Historic Preservation Commission (HPC) and

(2) The sign is structurally safe or is capable of being made structurally safe while maintaining its historic character. All structural repairs and restoration of the sign to its original condition shall be made within three hundred sixty-five (365) calendar days of designation of the sign as a historic landmark and shall be subject to approval by the HPC prior to any work commencing.

1084 (b) All signs that have been designated as historic landmarks shall be exempt from Section
1085 18.54.190 relating to abandoned signs if the sign continues to meet all of the requirements
1086 of this Section.

1087 (c) For the purposes of this Section, if a historic sign has been moved from its original site, such
1088 sign shall no longer be considered a historic sign unless specifically so considered by the
1089 HPC. If such a sign is moved, a new sign permit under the provisions of Section 18.54.140
1090 shall be required for the new location.

1091 (d) Words, symbols or "ghost signs" that are painted, engraved or carved into a building and
1092 that no longer relate to the use or occupant of the building shall not be counted as signage.

1093 (Ord. 34, 2010 §1)

1094 **18.54.180 - Nonconforming signs.**

1095 (a) A legal nonconforming sign or sign structure may continue to exist until one (1) of the
1096 following conditions occurs:

1097 (1) The sign has been abandoned and not reestablished for ninety (90) consecutive
1098 days or longer.

1099 (2) Other than for routine maintenance involving spot repainting, cleaning or light bulb
1100 replacement that does not make substantial improvements, if repairs involve
1101 nonconforming sign alterations other than allowed in 18.54.200, compliance with all
1102 provisions of this Chapter shall be required.

1103 (3) Changing the copy of an off-premises sign and nonconforming signs shall not be
1104 considered a change requiring compliance with this Chapter unless there is a change
1105 to the size; a change, or removal of, a support structure or frame, or a portion
1106 thereof, whether replacing such structure or frame or not, and/or a change in the
1107 orientation of the sign. ~~A change of copy of an off-premises sign to on-premises~~
1108 ~~advertising is considered a change of use requiring full compliance with all~~
1109 ~~provisions of this Chapter.~~

1110 (b) Lawfully nonconforming signs which are nonconforming due to size are included in the
1111 total sign allowance for the property as follows:

1112 (1) If the excess signage is in the wall sign the amount greater than the allowed is
1113 considered a transfer to the freestanding sign allowance and the freestanding sign
1114 allowance is thereby reduced proportionally.

1115 (2) If the nonconforming sign is freestanding, no transfer is allowed to the wall.

1116 (c) Two (2) or more legal, nonconforming, freestanding signs on the same lot may be combined
1117 into one (1) new legal nonconforming sign. In this event, the maximum size of this new sign
1118 shall be one hundred twenty-five percent (125%) of the maximum size specified in
1119 Subsection 18.54.140(d) for the particular location and type of sign. This provision shall be
1120 utilized only one (1) time per property.

1121 (d) The Community Development Director may approve alternative compliance nonconforming
1122 sign proposals one (1) time per property as long as the proposed alternative reduces all
1123 elements of the signage nonconformance, by at least fifty percent (50%). This one-time
1124 provision may be used to address all nonconforming signs on the site, or for only one (1)
1125 nonconforming sign type on the site.

1126 (e) Temporary signs, window signs and dilapidated signs shall not be considered legal
1127 nonconforming signs.

1128 (Ord. 34, 2010 §1)

1129 **18.54.190 - Abandoned signs.**

1130 (a) A sign meeting the definition of abandoned under this Chapter must be removed or covered
1131 upon determination of its abandonment.

1132 (b) At such time that either a portion or all of a sign, sign frame, sign components or sign
1133 supporting structure are no longer in use for a period of ninety (90) consecutive days, such
1134 sign frame, sign components or sign supporting structure shall be brought into
1135 conformance by removal or the placement of a new permitted conforming sign, components
1136 and structure.

1137 (Ord. 34, 2010 §1)

1138 **18.54.200 - Sign construction and maintenance standards.**

1139 (a) All signs and all parts, portions and materials shall be manufactured, assembled and erected
1140 in compliance with all applicable state, federal and City regulations and the adopted
1141 building and electrical codes.

1142 (b) All signs, including those signs not required to obtain a sign permit as provided in Section
1143 18.54.100, shall be maintained and kept in good repair, and in conformance with the
1144 original sign permit. A sign that is maintained and kept in good repair shall meet the
1145 following criteria:

1146 (1) All sign supports, braces, guy wires, anchors and related screening are kept in
1147 repair, in a proper state of preservation, including as may be required by Paragraph
1148 18.40.070(a)(4) of this Code.

1149 (2) There is no evidence of deterioration, including chipped or peeling paint, rust,
1150 corrosion, fading, discoloration, broken or missing sign faces, text, logos, graphics or
1151 other elements of the sign.

1152 (3) There are no missing, flickering or inoperative lights that create a perception of
1153 deterioration or abandonment of the sign.

1154 (c) Where repairs involve a nonconforming sign, the provisions of Section 18.54.180 shall also
1155 apply.

1156 (d) Any non-maintained sign shall be repaired or replaced within fifteen (15) calendar days
1157 following notification from the City. Noncompliance with such notice shall constitute a
1158 nuisance subject to enforcement actions.

1159 (e) Signs, their structures and supports and related screening, shall be constructed of materials
1160 normally and typically intended to be used for such items.

1161 (Ord. 34, 2010 §1)

1162 **18.54.210 - Alternative compliance.**

1163 (a) Conditions may exist where strict compliance is impractical or impossible, or where
1164 maximum achievement of the City's objectives can only be obtained through alternative
1165 compliance. It is not the intent of alternative compliance to modify or reduce requirements
1166 of this Sign Code, but to provide equivalent standards in a creative way subject to approval
1167 under the provisions herein.

1168 (b) Requests for alternative compliance may be accepted for any application to which the
1169 requirements of this Chapter apply. A written request may be submitted to modify an
1170 individual sign allowance, which shall meet one (1) or more of the following criteria:

1171 (1) Topography, soil, vegetation or other site conditions are such that full compliance is
1172 impossible or impractical; or improved environmental quality would result from
1173 alternative compliance.

1174 (2) Space limitations, unusually shaped lots and prevailing practices in the surrounding
1175 neighborhood, may justify alternative compliance for infill sites and for
1176 improvements and redevelopment in older neighborhoods.

1177 (3) Safety considerations make alternative compliance necessary.

1178 (4) The proposed alternative is aesthetically more complementary to the site, better fits
1179 into the context of the area, improves the overall architectural appeal of the area
1180 and/or meets or exceeds the design objectives as described in the City's
1181 Comprehensive Plan. Where there is a strong architectural theme established in an
1182 area, the proposed alternative shall be consistent with or complementary to that
1183 theme. In an existing area where there is no established theme, the proposed
1184 alternative shall provide an architectural theme that is consistent with the
1185 Comprehensive Plan and improves the quality of development in the area.

1186 (c) Application for alternative compliance shall include the following information:

1187 (1) Written description of the conditions provided in Subsection (b) above, which apply
1188 to the subject property;

1189 (2) The applicant shall submit a sign plan consisting of a written statement addressing
1190 the proposal and the review criteria, along with dimensioned graphic plans
1191 identifying the following items for all signs on the property:

1192 a. Written and graphic illustration of the proposed alternative, including areas
1193 of departure from code standards;

1194 b. Sign style, type, location, size (area) and height for wall and freestanding
1195 signs;

1196 c. Materials and colors for all signs and support structures;

1197 d. Sign illumination devices and brightness levels, if applicable; ~~and~~
 1198 ~~e. Other information as may be required by the Community Development~~
 1199 ~~Department to make a thorough evaluation of the proposed alternative.~~

1200 (d) Upon receipt of a complete application as provided in Subsection (c) above, the application
 1201 will be evaluated administratively through the Administrative Review Team, with the final
 1202 decision made by Community Development Director.

1203 (e) If the Community Development Director finds that the provisions in Subsection (b) are met,
 1204 the Director shall approve the request for alternative compliance in writing. If the
 1205 Community Development Director finds that the provisions in Subsection (b) above have
 1206 not been met, the Community Development Director shall deny the request for alternative
 1207 compliance and the applicant may appeal such decision in accordance with Chapter 18.24,
 1208 Appeals.

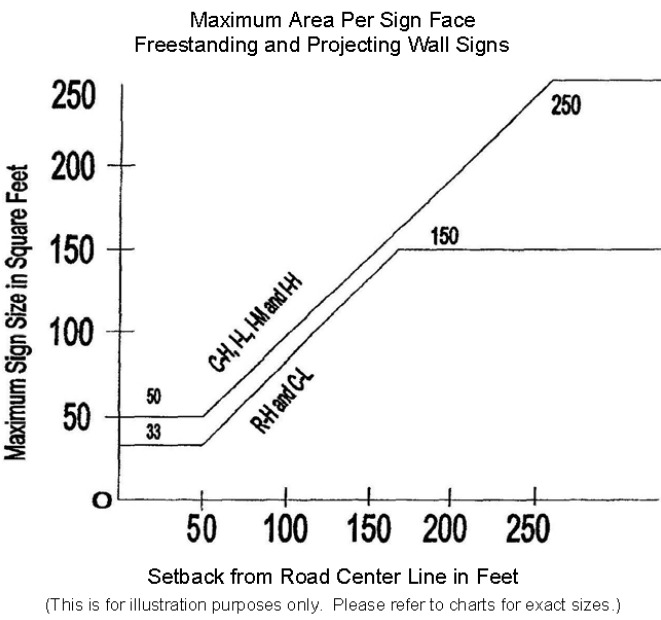
1209 (Ord. 34, 2010 §1)

1210 _____

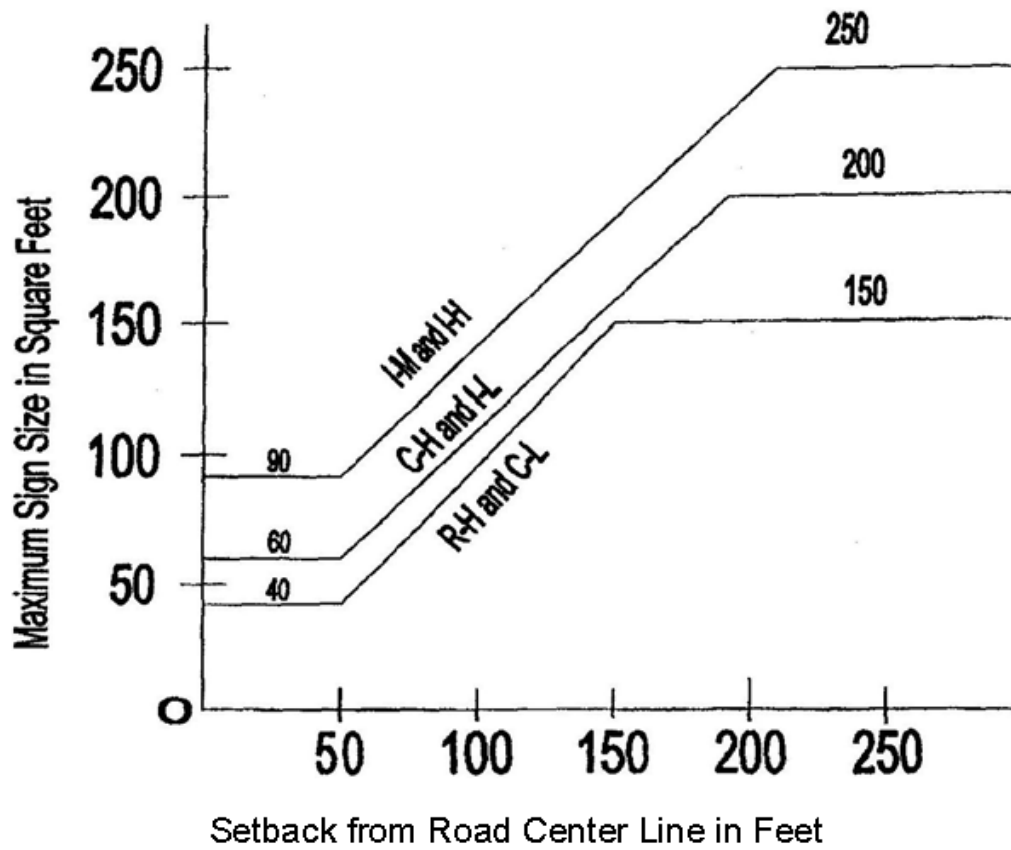
1211 **18.54.220 - Sign chart.***

Zoning District	Type of Sign Allowed	Max. total amount awning, wall & projecting wall signage allowed per linear foot of wall	Max. Sign Face Area for Awning and Wall Signs	Maximum Freestanding Sign Height	Maximum Size for Freestanding Signs	Number of Freestanding Signs
C-D, H-A, R-L, R-E, R-MH, R-M	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110
R-H	Freestanding, wall and awning	.25 sq. ft.	See Subsections 18.54.140(b)—(g)	6 ft.	See Subsection 18.54.140(e)	1 sign where lot frontage is greater than or equal to 200 ft., but less than 500 ft.
C-L	Freestanding, wall and awning	1 sq. ft., plus an additional .5 sq. ft. (for secondary building frontage)	See Subsections 18.54.140(a)—(f)	6 ft.	See Subsection 18.54.140(e)	2 signs where lot frontage is greater than 500 ft.
C-H, I-L	Freestanding, wall, projecting wall and awning	1.5 sq. ft., plus an additional 1 sq. ft. (for secondary building frontage)	See Subsections 18.54.140(a)(f)	See Subsection 18.54.140(d)	See Subsection 18.54.140(d)	2 signs where lot frontage is greater than 500 ft.
I-M & I-H	Freestanding, well, projecting wall and awning	2 sq. ft., ply an additional 1 sq. ft. (for secondary building frontage)	See Subsections 18.54.140(a)(f)	See Subsection 18.54.140(d)	See Subsection 18.54.140(d)	2 signs where lot frontage is greater than 500 ft.

1213 * This chart summarizes key signage allowances; see specific code sections for code details and/or
1214 exceptions.



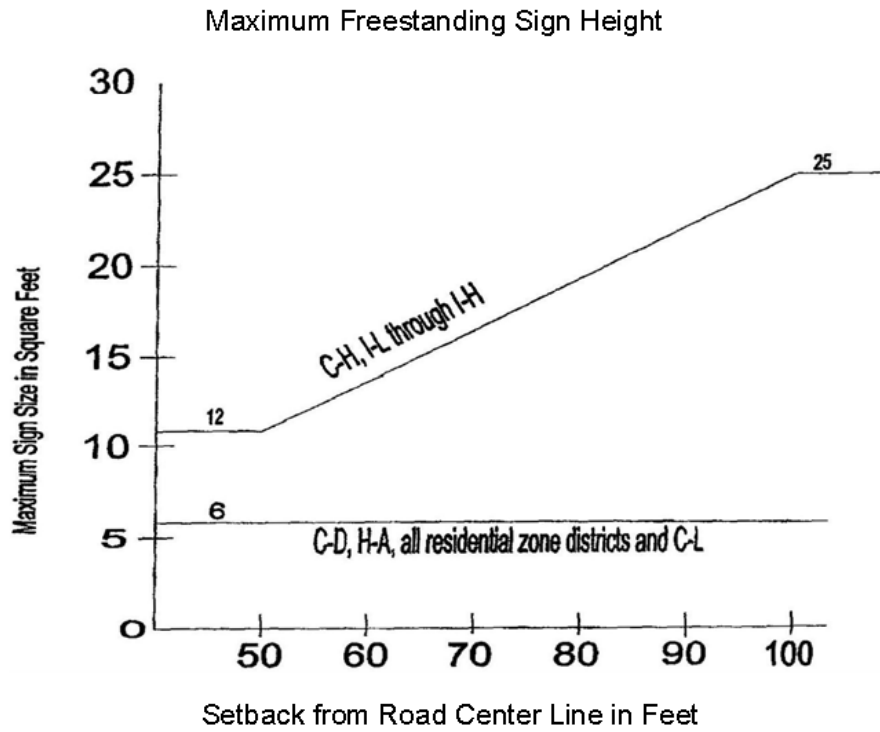
Maximum Area Per Sign Face
Awning and Wall Sign Chart



(This is for illustration purposes only. Please refer to charts for exact sizes.)

1216

1217



(This is for illustration purposes only. Please refer to charts for exact sizes.)

1218

1219 (Ord. 34, 2010 §1)

Chapter 18.54 - Signs

18.54.010 - Purpose and intent.

- (a) The purpose of this Chapter is to promote, preserve and protect the health, safety and general welfare of the inhabitants of the City by providing reasonable regulations and standards relating to signs.
- (b) This Chapter shall be referred to as the "City of Greeley Sign Code." It may also be referred to herein as the "Sign Code."
- (c) The intent of this Chapter is to provide regulations and standards regarding signs, such that:
 - (1) The signs visually enhance the property on which they are located, adjacent land uses and the overall City;
 - (2) Flexibility is provided with respect to the location, dimensions and design of signage, consistent with other intents expressed in this Sign Code;
 - (3) The public is protected from damage or injury caused by poorly designed or maintained signs or distractions and hazards to pedestrians or motorists caused by the indiscriminate placement or use of signs;
 - (4) Signs are appropriate for the size of street to which they are oriented;
 - (5) Signs are appropriate to the type of zoning and land uses to which the signs pertain and any incompatibility between signs and their surroundings is minimized;
 - (6) Signs are consistent with other community planning, land use, traffic, building and development standards;
 - (7) This Sign Code assists in the implementation of the City of Greeley Comprehensive Plan goal of fostering attractive design that promotes unique Greeley style; values and priorities and excellence; coordinates and complements historical elements, where appropriate; and supports First Amendment values and Greeley economic development; and
 - (8) Signs that are lawfully nonconforming are induced to come into full compliance with these regulations.

(Ord. 34, 2010 §1)

18.54.020 - Application and installation.

The provisions in this Chapter shall apply to all signage within the City.

- (1) It shall be unlawful for any person to erect, place, enlarge, alter, repair or convert a sign in the City except in accordance with the provisions of this Chapter.
- (2) All signs require a permit unless specifically exempted, by this Chapter. Fees for sign permits are as established in Chapter 18.10.040 of the Development Code.

- (3) Installation. Except for signs not requiring a permit as described in Section 18.54.110, a permit must be obtained from the City prior to installation.

(Ord. 34, 2010 §1)

18.54.030 - Variances and appeals.

- (a) Variances to the dimensional standards established in this Chapter shall be administered in accordance with the provisions in Chapter 18.22, Variances, and this Section of this Code. Variances to any other provision of this Chapter shall not be permitted.
- (b) Sign variances shall only be granted after a finding of the Zoning Board of Appeals that the application complies with all of the considerations for a variance as specified in Chapter 18.24 and this Chapter of this Code. In addition to the criteria identified in Chapter 18.22, Variances, the Board shall consider, but not be limited to, the following factors as applicable in granting a variance:
- (1) Historic value as determined by the Historical Preservation Commission;
 - (2) Architectural integrity;
 - (3) Any variance granted shall be the minimum needed to accommodate or alleviate the difficulty or hardship involved;
 - (4) A variance is necessary to accommodate an unusual or atypical lot configuration or physical aspect of the site which makes a reasonable use of the property unreasonable without a variance;
 - (5) Any difficulty or hardship constituting the basis for a variance shall not be created by the party seeking the variance, nor shall it be due to or a result of the general conditions in the area;
 - (6) Granting the variance is necessary to alleviate a health or safety issue related to the site;
 - (7) Granting the variance is consistent with the Comprehensive Plan, area and/or neighborhood plans, or may achieve a better result in meeting the intent of the plan objectives than if the codes were strictly applied.
- (c) Sign variances shall not be transferable to a new location on the property unless first approved in writing by the Community Development Director that the changed location on the site substantially complies with the conditions of the original variance. Changes to a sign that received a variance, with the exception of changes in sign text or copy that do not result in any structural changes to the sign, shall require compliance with all applicable provisions of this Code.
- (d) Any sign variance which was in effect and applied to an installed sign still in place prior to the adoption of this Code, as amended, may be continued under the provisions of that variance until a change to a sign is requested, at which time a new variance shall be applied for or the sign shall comply with all applicable provisions of this Code.
- (e) Appeals shall be conducted under the provisions of Chapter 18.24, Appeals.

(Ord. 34, 2010 §1)

18.54.040 - Enforcement.

- (a) Enforcement of the provisions of this Chapter shall be by the Community Development Director or her or his designee in accordance with Section 1.33 of the Municipal Code.
- (b) Public Right-of-way - illegal or unauthorized sign.
 - (1) In addition to all other enforcement authority available to the City, the City may also remove or cause to be removed any illegal or unauthorized sign from the public right-of-way without notice to any party. The cost of removal as may be assessed by the City is the responsibility of the owner of the sign or, if unknown, the owner of the property.
 - (2) The City shall have the authority to dispose of all unauthorized or illegal signs removed from the public right-of-way without notice to the owner of such signs. The cost of removal and storage of removed signs as may be assessed by the City shall be the sole responsibility of the owner of the sign.
- (c) Private Property – illegal or unauthorized sign. The property owner or resident of the property may remove signage that is unauthorized or illegal.

(Ord. 34, 2010 §1)

18.54.050 - Definitions and interpretations.

- (a) Definitions. The following words, terms and phrases used in this Chapter shall have the following meanings:

Abandoned sign:

- (1) A sign or sign structure and components, for which no legal owner can be found; and/or
- (2) A sign and structure which are used to identify or advertise a business, tenant, owner, product, service, use, event or activity that has not been located on the premises for a period of ninety (90) consecutive days or longer.

Address sign shall mean a type of required sign that displays the address of a building or property, as required by the applicable fire and/or building code.

Advertise shall mean to attract attention to a business, product, service, use or event with a sign, display item or other device, such as flags, pennants, air driven devices and lights.

Animated sign (see *Flashing or animated* or *Imitating sign*).

Art shall mean all forms of original creations of visual art, including but not limited to sculpture; mosaics; painting, whether portable or permanently fixed, as in the case of murals; photographs; crafts made from clay; fiber and textiles; wood; glass; metal; plastics; or any other material or any combination thereof; calligraphy; mixed media composed of any combination of forms or media; unique architectural styling or embellishment, including architectural crafts; environmental

landscaping; or restoration or renovation of existing works of art of historical significance. Works of art are not intended to be used for commercial advertising purposes.

Awning shall mean a framed exterior architectural feature, attached to and supported from the wall of a building and/or held up by its own supports, which provides or has the appearance of providing shelter from the elements to pedestrians, vehicles, property or buildings.

Awning, internally illuminated shall mean any transparent or translucent backlit awning or awning lettering which transmits light from within the awning to the outside surface of the awning.

Awning sign shall mean a sign that is mounted or painted on or attached to an awning.

Backing shall mean the background area of a sign, which differentiates the total sign display from the background against which it is placed.

Banner shall mean a sign applied to flexible materials (e.g., cloth, paper or fabric of any kind) with no enclosing framework.

Beacon (see *Searchlight, strobe light or beacon*).

Building appurtenance shall mean the visible, functional or ornamental object accessory to and part of a building.

Building frontage, principal shall mean the horizontal linear dimension which is designated as the primary façade of that portion of a building occupied by a single use or occupancy.

Building frontage, secondary shall mean that dimension of a building abutting a public right-of-way other than the principal building frontage.

Building signs shall mean signs that are attached to and supported by a building; whether the wall, window, or roof of building.

Candela is a unit of luminous intensity, defined as the luminous intensity of a source that emits monochromatic radiation of frequency 540×10^{12} Hertz and that has a radiant intensity of 1/683 watt/steradian, and adopted in 1979 as the international standard of luminous intensity.

Canopy shall mean a roofed structure for the purpose of shielding pedestrian walkways or driveways which service operations or equipment, such as with a gas station or bank drive-up facility.

Center line (of public right-of-way) shall mean a line running midway between the bounding right-of-way lines of a street or alley. For the purposes of signage calculation, the center line shall mean the apparent center line of the road determined by finding the point midway between the outer edges of the road surface.

Changeable copy sign (also known as a *marquee sign*) shall mean a sign designed to allow the changing of copy as with individual letters through manual means, without altering the sign backing or structure in any such way.

Channel letters, individual letters, raceway or channel sign shall mean individual letters, flat cutout letters, or symbols constructed to be applied singly in the formation of a wall sign or a freestanding sign.

Clear vision zone or area shall mean that area within which the City requires an unobstructed line of sight necessary for most drivers stopped at an intersection to see an approaching vehicle, pedestrian or bicyclist to avoid a collision.

Cornerstone shall mean a stone forming a part of a corner or angle in a wall that provides building identification.

Day shall mean a calendar day.

Dissolve shall mean a mode of message transition on an electronic message display accomplished by varying the light intensity or pattern, where the first message gradually appears to dissipate and lose legibility simultaneously with the gradual appearance and legibility of the second message.

Electronic message display shall mean a sign capable of displaying words, symbols, figures or images that can be electronically or mechanically changed by remote or automatic means.

Exposed incandescent or high intensity discharge lighting shall mean any sign or portion of a sign that utilizes an exposed incandescent or high intensity lamp, with the exception of neon.

Fade shall mean a mode of message transition on an electronic message display accomplished by varying the light intensity, where the first message gradually reduces intensity to the point of not being legible and the subsequent message gradually increases intensity to the point of legibility.

Feather flag (See Ground kites).

Figure shall mean outline, shape or pattern of numbers, letters or abstract images.

Flag shall mean a finished piece of flexible material designed to be attached to or flown from a flagpole or similar device, and which typically (but not necessarily) displays the name, insignia, emblem or logo representing a nation, state, municipality, civic group, idea, sports team, or other commercial or noncommercial organization (see also *Pennants*).

Flashing or animated shall mean signs or lighting with flashing, blinking, moving or other animation effects, or that give the visual impression of such movement by use of lighting, or intermittent exhibits or sequential flashing of natural or appearance of artificial light or colors, including those signs that rotate, revolve, spin, swing, flap, wave, shimmer or make any other motion, or illusion of motion, or which imitate official governmental protective or warning devices (see *Imitating sign*).

Frame (EMD) shall mean the content (images, text, background colors, etc.) that is displayed on an electronic message display at a fixed point in time.

Frame effect shall mean a visual effect that is used on an electronic message display to attract the attention of viewers by displaying modified versions of a frame (e.g., changes in brightness, contrast, color, perspective, or content elements) in succession, providing the effect of animation or transition (e.g., fade or dissolve).

Freestanding sign shall mean a sign which is not attached to a building. A freestanding sign shall include, but is not limited to, a pole, monument, a canopy and freestanding wall sign. A sign that extends more than four (4) feet from a wall but is attached and/or is part of a canopy, or an awning shall be considered a freestanding sign.

Freestanding wall or fence shall mean either a wall that is not attached to a building, or a wall attached to a building that projects more than four (4) feet beyond the exterior wall of the habitable portion of the building.

Frontage lot/property shall mean that portion of a lot that is directly adjacent to a public street.

Ghost sign shall mean old hand-painted signage that has been preserved on a building for an extended period of time, whether by actively keeping it or choosing not to destroy it.

Grade shall mean the average elevation of the finished surface of the ground, paving or sidewalk with a radius of five (5) feet from the base of the structure.

Graphic shall mean drawings, decals, paint or illustrations.

Ground kites are freestanding frames usually covered with flexible fabric and designed to be animated by the wind to attract attention. Ground kites may also be referred to as “feather flags” or “teardrop flags.”

Historic sign shall mean a sign that has been officially designated as a historic landmark.

Holiday decoration shall mean temporary decorations, lighting or displays which are clearly incidental to and customarily and commonly associated with any national, state, local, religious or commonly celebrated holiday.

Human sign shall mean a person carrying or wearing a sign.

Illumination shall mean the use of artificial or reflective means for the purpose of lighting a sign.

Imitating sign shall mean signs which purport to be, are an imitation of, or resemble an official traffic sign, signal or equipment which attempt to direct the movement of pedestrian or vehicular traffic using the words such as "Stop," "Danger" or "Caution" to imply a need or requirement to stop, or a caution for the existence of danger, such as flashing red, yellow and green (see *Flashing or animated sign*).

Incidental sign shall mean signs, emblems or decals attached to a building or permanent structure that are less than 80 square inches in sign area, and not applied in a cumulative manner so as to circumvent the provisions of this Sign Code.

Indirect lighting shall mean reflected light or lighting directed toward or across a surface.

Individual letters (see *Channel letters*).

Inflatable sign or *inflatable object* shall mean any object filled with air or other gas, whether sealed (e.g. balloons) or driven by a fan (e.g., “sky dancers”), which is intended to attract attention from adjacent properties or rights-of-way.

Internal illumination shall mean a light source that is contained within the sign itself, or where light is visible through a translucent surface.

Joint sign shall mean a sign, structure or surface which serves as a common or collective medium for display of messages by two (2) or more occupants of the same property (see *Multi-tenant sign*).

Kiosk shall mean a freestanding structure upon which temporary information, such as posters, notices, or announcements, are posted.

Leading edge shall mean the point of a sign, including its support structure, nearest to the public road right-of-way.

Legally nonconforming signs are signs which were lawfully constructed and erected prior to the most recent enactment of this Chapter and have been maintained as a sign, but which no longer comply with the provisions of this Chapter as amended.

Legible shall mean a sign capable of being read with certainty without visual aid by a pedestrian of normal visual acuity from a specified vantage point (or if no vantage point is specified, from the adjacent street right-of-way or adjacent private property).

Maintenance of a sign shall mean cleaning, repairing, painting or replacement of defective parts in a manner that does not alter the dimension, material or structure.

Menu board shall mean a permanently mounted sign at a drive-in or drive-thru facility that is not legible from the adjacent street right-of-way.

Monument sign shall mean a freestanding sign supported primarily by an internal structural framework or other solid structure features where at least sixty percent (60%) of the base of the sign is in contact with the ground.

Multi-tenant sign shall mean a sign which displays messages for two (2) or more tenants of a multi-tenant property.

Neon shall mean a sign illuminated by a light source consisting of a neon or gas tube that is bent to form letters, symbols or other shapes.

Nits shall mean a unit of measurement of luminance, or the intensity of visible light, where one (1) nit is equal to one (1) candela per square meter.

Nonconforming sign (see *Legally nonconforming signs*).

Off-premises advertising device shall mean a sign or device that advertises a business establishment, good, facility, service or product which is not sold or conducted on the premises on which the sign or device is located, and which may be designed to change copy on a periodic basis.

On-premises sign shall mean a sign which advertises or directs attention to a business, product, service or activity which is available on the premises where the sign is located.

Parapet wall shall mean an extension of the fascia wall above the roofline, which appears contiguous architecturally.

Pennants shall mean any long, narrow, usually triangular flag typically made of lightweight plastic, fabric or other material, usually found in a series on a line and designed to move in the wind.

Permanent sign shall mean a sign attached to a building, structure, or the ground in a manner that precludes ready removal or relocation of the sign.

Permitted sign shall mean a sign having a legal permit issued in accordance with the provisions of this Chapter.

Pole or Pylon sign shall mean a freestanding sign that is permanently supported in a fixed location by a structure of one or more poles, posts, uprights, or braces from the ground and not supported by a building or base structure (other than a footer).

Portable sign shall mean a sign that is not permanently affixed to a building, structure or the ground and that is easily moved, such as a sandwich board sign.

Premises shall mean the land, site or lot at which, or from which, a principal land use and activity is conducted.

Projecting wall sign shall mean any sign attached to a building and that extends more than twenty (20) inches from the surface to which it is attached, but no more than four (4) feet from the wall of the building. Signs projecting more than four (4) feet from the building shall be considered freestanding signs.

Public sign shall mean a sign erected and maintained by or on behalf of the City or a governmental entity that is not subject to the City's jurisdiction, on property owned or controlled by the City or governmental entity; or a sign that is required or specifically authorized for a public purpose by any law, statute, ordinance, resolution, or approved development plans, including way-finding signs installed by a governmental entity within the public right-of-way, traffic control devices; public notices, and the like.

Required sign means a sign that is required to be displayed on private property by an applicable law (e.g., a sign displaying the address of property as required by the building code, signs required by the Occupational Health and Safety Act, etc.)

Roof sign shall mean a sign that is mounted on the roof of a building or structure, such as a portico, which is wholly dependent upon a building for support and which projects above the parapet of a building with a flat roof or above the peak of the roof of that portion of the roof on which the sign is placed.

Searchlight, strobe light or beacon shall mean a stationary or revolving light that flashes or projects illumination, single color or multicolored, in any manner that is intended to attract or divert attention; excluding any device required or necessary under the safety regulations described by the Federal Aviation Administration or similar agencies.

Sight distance (see *Clear vision zone or area*).

Sign shall mean any device, surface, object, structure, building architecture or part thereof using graphics, symbols or written copy for the purpose of advertising, identifying, or announcing or drawing attention to any establishment, product, goods, facilities, services or ideas, whether of a commercial or noncommercial nature.

Sign allowance shall mean the amount of signage that is allowable under the provisions of this Chapter.

Sign alteration shall mean any change of copy (excluding changeable copy signs), sign face, color, size, shape, illumination, position, location, construction or supporting structure of any sign.

Sign area shall mean the entire face of a sign and any backing, frame, trim or molding, and which may include the supporting structure.

Sign backing shall mean the surface, pattern or color of which any sign is displayed upon, against or through and that forms an integral part of such display and differentiates the total display from the background against which it is placed.

Sign face shall mean the area of the sign on which the copy is placed, or, for individual cutout letters, painted letters, channel letters or symbols, the perimeter of the individual elements shall be considered the area of the sign.

Sign frame shall mean a sign cabinet or that portion of the sign that holds the sign face in place.

Sign height shall mean the vertical distance measured from the grade, as defined herein, to the highest point of the sign or sign structure.

Sign, interior to a building shall mean signs inside buildings that are not legible from the public right-of-way.

Sign, interior to development shall mean any sign that is located so that it is not legible from any adjoining property or the public right-of-way and not oriented in such a way as to attract the attention of those traveling along the right-of-way.

Sign permit shall mean a permit issued by a Building Official and which is required for any sign specified under Section 18.54.060.

Sign separation shall mean the distance or spacing between individual signs, whether they are on the same structure or on separate structures, as measured by a straight line.

Sign setback shall mean the minimum distance required from the apparent centerline of the right-of-way to any portion of a sign or sign structure.

Sign structure shall mean the supports, uprights, bracing or framework of any structure for the purposes of displaying a sign.

Site sign shall mean a temporary freestanding sign constructed of vinyl, plastic, wood or metal and designed or intended to be displayed for a short period of time on a construction project.

Sky dancers shall mean freestanding tubes which often simulate the shape of a person into which air is forced to inflate and animate and which do not characterize a commercial message or contain a message.

Symbol shall mean a graphic device which stands for a concept or object.

Teardrop sign (see Ground kites).

Temporary sign shall mean any sign not intended for permanent installation, such as, but not limited to, a yard sign, site sign, banner, balloon, pennant, searchlight or beacon.

Transition shall mean a frame effect used on an electronic message display to change from one (1) message to another.

Vehicle signs shall mean signs which are attached to or located on licensed vehicles, trailers or semi-trailers and contain or display signage for the primary purpose of advertisement, excluding bumper stickers on the bumper, and similar-sized adhesive decals.

Wall sign shall mean a sign attached parallel to and extending less than twenty (20) inches from the wall of a building, fence or freestanding wall. Wall signs shall include painted, individual letter, cabinet signs and those signs located below the peak of the roof of a building which are not specifically defined as roof signs.

Wind sign (see Pennants, Ground kites and Sky dancers).

Window sign shall mean any signage or graphics applied directly to a window surface or any sign hanging within twelve (12) inches of the interior surface of a window, or which is clearly evident through a window and oriented to attract the public on to the premises.

Yard sign shall mean a temporary portable sign constructed of paper, vinyl, plastic, wood, metal or other comparable material, and designed or intended to be displayed for a short period of time.

- (b) Interpretation. This Sign Code is not intended to, and does not restrict speech on the basis of its content, viewpoint, or message. No part of this Sign Code shall be construed to favor commercial speech over non-commercial speech. Messages may be changed without the need for any approval or permit, provided that the size and structure of the sign are not altered. To the extent any provision of this Code is ambiguous, the provision shall be interpreted not to regulate on the basis of the content of the message

(Ord. 34, 2010 §1)

18.54.060 - Sign permits.

- (a) The Building Official shall be responsible for issuing all sign permits once approved by the Planning Division staff, which shall be responsible for reviewing all sign permits for compliance with this Code.
- (b) A sign permit shall be required for all signs unless exempted from the provisions of this Chapter. The replacement, repair or major alteration of a sign shall require a new sign permit.
- (c) The following information shall be submitted for a sign permit:
- (1) Completed sign permit application signed by the property owner, tenant and/or licensed sign contractor, which shall include the following:
 - a. The name, address and telephone number of the property owner, business owner or licensed sign contractor;
 - b. The location, by street address, of the proposed sign; valuation of proposed work; and
 - c. The zoning district in which the property is located. An affidavit (sworn statement) of notice to the property owner is required, if submitted by a business owner or contractor.
 - (2) Plans for the proposed sign, including but not limited to:
 - a. For each sign:
 1. Scaled drawing of sign elevation, including area to be occupied by lettering, symbols or images, with dimensions; sign type; method of illumination, construction materials; projection or depth of sign cabinet;
 2. Site plan showing the adjacent streets and location of property lines;
 3. Plans showing the scope and structural detail of the proposed work, including details of structural connections, guidelines, supports and footings, and materials to be used;
 4. An inventory of all existing signs located on the property (a tenant may provide this information for the lease holder area only) related to the specific business that will remain and be removed, including location, dimensions, height and types of sign; and

5. If reasonably known, identify any signs that are nonconforming, have received a variance, have utilized a nonconforming one-time change rule, have combined two (2) smaller signs into one (1) larger sign, or have utilized any bonuses.
 - b. For wall signs: scale drawing with building dimensions, the square footage for each tenant and the total square footage for the building; elevations showing the sign location, facade dimensions and roof lines.
 - c. For freestanding signs: scale drawing of site layout including sign location, property lines, setbacks, adjacent public right-of-ways, street names, buildings and improvements, parking areas, drive aisles and landscaped areas in the vicinity of the proposed sign; dimensions of the sign and its support structure and members; and proposed height of the sign.
- (3) An indication of application for electrical permits for all electric signs; when applicable, such permits will be issued separately through the Building Inspection Division.

(Ord. 34, 2010 §1)

18.54.070 - Reserved.

Editor's note— Ord. 43, 2016, §1, adopted Dec. 20, 2016, repealed § 18.54.070, which pertained to sign contractor license and derived from Ord. 34, 2010 §1.

18.54.080 - General provisions.

- (a) Written Interpretations. The Community Development Director shall be responsible for interpretation of this Chapter. Appeals to interpretations by the Community Development Director shall be subject to the provisions of Section 18.54.030, Variances and Appeals (see Section 18.24 of the Development Code).
- (b) Sign Classification. If the provisions within this Chapter do not identify a particular type of sign, or if a sign may be classified under two (2) or more definitions, the sign shall be classified according to that description which most specifically describes it and which furthers the purposes of this Chapter.
- (c) Interior to a development signs not legible beyond the boundaries of the property on which they are located and which are not intended to attract off-site attention shall not be counted for the purpose of zoning regulations toward signage calculations, except window signage that exceeds twenty-five percent (25%) of the window area. Any sign constructed interior to the development may be subject to building permit provisions.
- (d) Primary structure required. With the exception of required and temporary signs, signs shall not be permitted unless there is a primary structure on the parcel.
- (e) Other Code requirements. All signs within the City shall comply with the adopted building and electrical codes, Model Traffic Code, Historic Preservation and other codes and ordinances as adopted by the City. All electric signs shall comply with and bear independent

testing laboratory labels. In the event of any conflict between any of these codes or ordinances and this Chapter, the more restrictive provision shall apply.

- (f) Trees and shrubs. No person may, for the purposes of increasing or enhancing the visibility of any sign, damage, destroy, trim or remove any trees or shrubs located within the public right-of-way or as per an approved use by special review, design review or any other land use zoning permit unless the work is done pursuant to written authorization of the Community Development Department.
- (g) Signs in right-of-way. Except as otherwise permitted elsewhere in this Code, no signs other than regulatory signs are allowed in the public right-of-way except as provided by a right-of-way revocable sign permit.
- (h) Consistent and complementary. All signs installed after the adoption of the ordinance in this Chapter shall be designed to be consistent and compatible with the character of the principal buildings to which the signs relate, including the use of similar or complementary colors and materials in the design and construction of signs and its surroundings.
- (i) Sign lighting. Signs may be internally illuminated, backlit or illuminated by down-lighting or by ground-mounted light fixtures that illuminate only the sign face and base and shall conform to the following:
 - (1) Illuminated signs on the C-D, H-A and all residentially zoned properties or illuminated signs on commercial or industrial zoned properties immediately adjacent to residentially zoned properties shall either have an opaque background and translucent letters or letters without background lighting;
 - (2) In no case shall sign lighting create more than one-tenth (0.1) foot candle impact on habitable residential uses in residentially zoned areas;
 - (3) Neon lighting shall only be permitted within the graphics (e.g., logos or images) or lettering of a sign;
 - (4) Illumination of the sign face by down-lighting or ground mounted light fixtures shall not exceed fifty (50) foot-candles as measured on the sign face; and
 - (5) Flashing or strobe lighting shall not be permitted, whether used as part of a sign or to draw attention to a site or location.

(Ord. 34, 2010 §1)

18.54.090 - Sign measurements and orientation.

- (a) The following rules shall apply to the measurement of signs in all zoning districts:
 - (1) The area of a sign is measured by determining the total sign face, which includes the backing and the frame of the sign.
 - (2) The area of a sign shall be measured utilizing a single, continuous rectilinear perimeter of not more than twelve (12) straight lines, the extreme limits of writing, representation, lines, emblems or figures contained within all modules, together with any air space, materials or colors forming an integral part or background of the

display or materials used to differentiate such sign from the structure against which the sign is placed. For replacement of existing signs, the applicant may choose to utilize an exact calculation of sign area in lieu of this requirement.

- (3) A freestanding sign area and its support structure may be equal in size to one and one-half ($1\frac{1}{2}$) times the maximum-sized sign allowance at that location. The base of a monument sign shall not be counted as part of the calculation, provided that:
 - a. The base does not account for more than one-third ($1/3$) of the combined area of the sign face and the base; and
 - b. At least sixty percent (60%) of the bottom edge of the sign, including its supports and structure, has contiguous contact with the ground. Where the base has an unusual shape, such as circular or diamond-shaped, the bottom of the base shall be determined by measuring at a point that is one-third ($1/3$) of the distance from the ground to the top of the base; and
 - c. Any portion of the base that contains signage will be counted, with the exception of a numeral address that is clearly incidental to the sign.
 - (4) The area of a sign which has multiple sign faces not parallel to the right-of-way, such as V-shaped, triangles or cubes, shall be calculated using the total of all faces which may be viewed at the same time from the public right-of-way or adjacent property.
 - (5) All writing, representations, emblems or figures forming an integral part of a display used on an awning to identify, direct or attract the attention of the public shall be considered to be a sign for the purposes of measurement.
 - (6) Internally illuminated awning signs that are translucent, with backlighting, shall include the entire area of the awning in the calculation of the sign area (see also Subsection 18.54.140(a)).
- (b) The height of a sign shall be determined by measuring the vertical distance from the adjacent grade to the highest point of the sign or sign structure. For purposes of this section, "grade" as a point of measure shall mean either of the following, whichever yields a greater sign height:
- (1) The elevation of the highest ground surface within a five-foot horizontal distance from the leading edge of the sign, when there is less than a ten-foot difference between the highest and lowest ground surfaces within a five-foot horizontal distance from said sign (see Figure 18-38); or

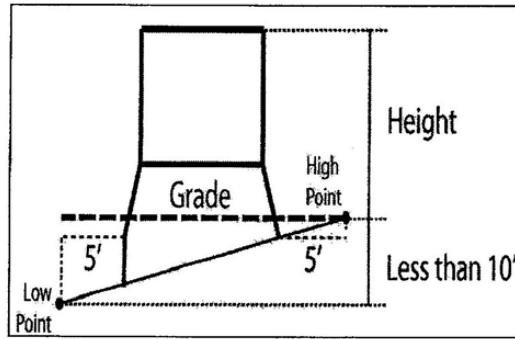


Figure 18-38

- (2) An elevation ten (10) feet higher than the lowest ground surface within a five-foot horizontal distance from the leading edge of the sign, when there is greater than a ten-foot difference between the highest and lowest ground surface within a five-foot horizontal distance from said sign (see Figure 18-39).

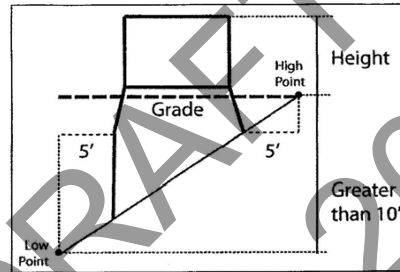


Figure 18-39

- (c) The determination of sign orientation shall be as follows:
- (1) The orientation of a freestanding sign is to the nearest public right-of-way to which it is perpendicular or parallel;
 - (2) The orientation of a wall sign is to the nearest street with the highest traffic volume;
 - (3) The orientation of a projecting wall sign is to the nearest street with the highest traffic volume and to which the sign is most nearly perpendicular;
 - (4) The orientation of all other signs, including canopy signs, shall be to the nearest public right-of-way; or
 - (5) The principal orientation of any sign shall be determined by the Administrative Official in accordance with the standards in this Chapter, street classification and the intent of the Code.

(Ord. 34, 2010 §1)

18.54.100 - Sign setbacks.

The minimum distance required between the apparent centerline of the right-of-way and any portion of a sign or sign structure. Where the property is adjacent to a frontage road, the centerline of the highway to the leading edge of the sign is used to determine setback (i.e., frontage road is disregarded for calculation of the setback). (See Figures 18-40 and 18-41.)

Figure 18-40: Typical Centerline

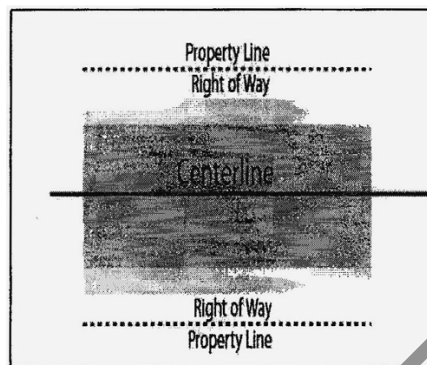
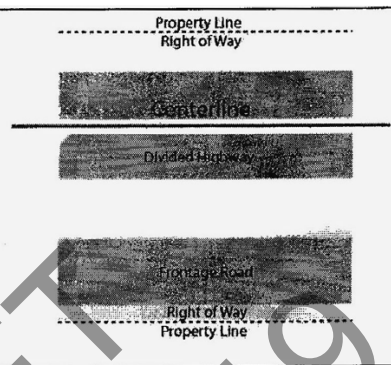


Figure 18-41: Centerline with frontage road



18.54.110 - Signs not requiring a sign permit.

- (a) Any sign listed in this Section shall not require a sign permit if the sign complies with the provisions of this Section. Except as may be required under the adopted building and electrical codes, such signs shall not require a sign permit and are allowed. Signs that exceed these provisions for size or sign area shall require a sign permit as provided for in Section 18.54.140.

- (1) Required signs.
- (2) Change of copy. Once a structure receives legally conforming status from the City, the sign copy may thereafter be changed without a permit. All other copy changes, such as painted signs or channel lettering, shall require a sign permit.
- (3) Changeable copy. Where a sign frame or structure has been approved as a changeable copy sign, subsequent changes of copy only shall not require a permit.

Temporary signs associated with approved temporary uses under Section 18.53.050, provided that the schedule for display and removal of the signs is set out in the temporary use permit:

- (4) Construction Site sign. Up to three (3) site signs per street frontage are allowed as follows:
 - a. Construction Site signs on H-A, C-D and all residentially zoned properties shall not exceed seven (7) square feet of sign area per face and five (5) feet in height. Properties greater than two and one-half (2½) acres are allowed up to one (1) thirty-two-square-foot sign.

- b. Construction Site signs on nonresidential zoned properties with less than two hundred (200) feet of lot frontage shall not exceed twenty-four (24) square feet of sign area per face and eight (8) feet in height;
 - c. Construction Site signs on nonresidential zoned properties greater than two hundred (200) feet and less than five hundred (500) feet of frontage shall not exceed thirty-two (32) square feet of sign area per face and eight (8) feet in height;
 - d. Construction Site signs on nonresidential zoned properties with greater than five hundred (500) feet of frontage shall not exceed sixty-four (64) square feet per sign face and ten (10) feet in height; and
 - e. The sign may be displayed no more than forty-five (45) calendar days before and forty-five (45) calendar days after the completion of construction.
- (5) Cornerstone sign. A cornerstone may be up to a total of four (4) square feet in size.
- (6) Directional on-premises sign. A property may have any number of directional on-premises signs sufficient to safely direct customers to key locations; however each shall not exceed six (6) square feet in size per face, nor five (5) feet in height. Such signs shall not include the business name or logo but may include a single background color associated with the business.
- (7) Yard signs and Site Signs.
 - a. Yard signs are allowed in all zoning districts and are subject to the following provisions:
 - 1. The total cumulative sign area that is allowed under this subsection (7) is 32 square feet.
 - 2. No individual sign shall have a sign area that exceeds thirty-two (32) square feet.
 - 3. Yard signs may be located on a property only with the consent of the property owner, authorized property manager, or legal tenant.
 - 4. In no event shall a yard sign or site sign be posted or displayed in a manner or location that limits sight visibility to the traveling public or in such a way that creates a vehicular or pedestrian traffic obstruction or hazard.
 - b. If an individual sign installed pursuant to this subsection (7) exceeds six square feet, it is counted towards any applicable standards of subsection (5), above.
- (8) Flag. Flags are allowed which do not exceed a maximum size of one hundred fifty (150) square feet in size per flag. A total of three hundred (300) square feet flag area is allowed per property.
 - a. No part of any flag when fully extended shall protrude over any public right-of-way or property line in any direction.

- b. The freestanding maximum mounting height of flags shall be equal to or less than the maximum building height allowed in the zone district in which the flag is located or (10) feet above the height of the principal structure on the premises, whichever is less.
 - c. The flag pole for any individual flag over one hundred (100) square feet must be set back at least equal to the flag pole height from the property line.
- (9) Holiday decoration. Temporary decorations, lighting or displays which are clearly incidental to and customarily and commonly associated with any national, state, local, religious or commonly celebrated holiday shall be displayed not more than sixty (60) days prior to the holiday, and no more than thirty (30) days after the holiday. Such decorations may be of any type, number, size, location, illumination or animation if the decorations are located so as not to conflict with traffic regulatory devices or create a traffic hazard.
- (10) Incidental sign. The combination of incidental signs shall not exceed one and one-half (1½) square feet in sign area per building entrance.
- (11) Portable sign. One (1) portable sign is allowed per storefront if it can meet all of the following conditions:
 - a. Is located within twenty (20) feet of the principal public entrance to the tenant or occupant that displays the sign;
 - b. Is no larger than six (6) square feet per face and no greater than forty-eight (48) inches in height;
 - c. Is located outside of clear vision zones [see Subsection 18.44.140(e)];
 - d. Is in place only during hours of operation;
 - e. Is not posted or displayed in a manner or location that limits sight visibility to the traveling public or in such a way that creates a vehicular or pedestrian traffic obstruction or hazard;
 - f. Two (2) immediately adjacent tenants or occupants may share a single sign, not to exceed the standards listed above; and
 - g. Any portion of a portable sign located within the public right-of-way must be authorized by a right of way revocable sign permit from the City.
- (12) Public sign. Public signs may be of any type, number and area, height above grade, location, illumination or animation required by the law, statute or ordinance under which the signs are erected. Public signs, government signs and signs on public bus benches and/or shelters in the right-of-way shall not be subject to a right of way revocable sign permit. Signs on governmental property outside of the right-of-way shall require a right of way revocable sign permit.
- (13) Detached wall signs or monument signs at subdivision or multifamily complex entry points. Detached wall signs or monument signs that are located within 40 feet of a street intersection that provides entry into a subdivision or multifamily complex, provided that they are no greater than twenty (20) square feet in sign area,

including all sign faces, and not greater than six (6) feet in height. Two (2) residential complex identification signs are allowed per intersection.

- (14) Signs within building. A sign permit is not required where signs are located inside buildings and are not legible from the public right-of-way or, if legible, are within allowed window sign limits.
- (15) Vehicle signs. It shall not be a violation of this Chapter if the vehicle to which a sign is mounted, painted or otherwise affixed is used for travel between home and work or is temporarily parked away from the business premises while being used to provide the business' services or products, or as personal transportation for the vehicle operator. A parked vehicle which contains or displays signage is allowed when;
 - a. The sign does not extend more than one (1) foot above the roofline of the vehicle;
 - b. The vehicle is not illuminated or does not have flashing signs;
 - c. The vehicle is licensed and operable; and
 - d. The vehicle is in use or legally parked.
- (16) Wind driven devices. The following devices, which are designed to move with wind or forced air, are allowed as follows, provided that signage is not affixed to the device:
 - a. Pennant. A pennant flag may be a maximum of one (1) square foot per flag face, and pennant lines shall be no longer than the front lot line or exceed the height of the building. For residential zoned properties, pennants are allowed for open house events only three days per year. For commercial and industrial zoned properties, pennants are allowed on a single property for any length of time, provided they are maintained and in good condition.
 - b. Ground kite. Ground kites are allowed only in commercial or industrial zoned properties as follows:
 - 1. Ground kites shall be affixed to the ground and shall not exceed two (2) feet wide and eight (8) feet tall.
 - 2. One ground kite is allowed for every twenty-five (25) feet of lot frontage.
 - c. Sky dancer. Sky dancer devices are allowed only in commercial and industrial zoned properties as follows:
 - 1. Sky dancers shall be affixed to the ground and shall not exceed two (2) feet wide and eight (8) feet tall.
 - 2. One (1) sky dancer is allowed for every fifty (50) feet of lot frontage, with a maximum of three (3) for each property.
 - d. Wind signs. Wind signs cannot be used in combination on a property, unless approved in advance with a temporary sign permit.

- (17) Window sign. A window sign is allowed but shall not exceed twenty-five percent (25%) of the glass surface of individual window panes that are visible from the public right-of-way.

(Ord. 1, 2017 §1(Exh. A), 1-17-2017; Ord. 34, 2010 §1)

18.54.120 - Prohibited signs.

- (a) Except for signs within buildings and not legible or intended to attract the attention of persons outside the building, or signs interior to a development, the following signs are declared to be a public nuisance and are prohibited in all zoning districts of the City. They must be removed unless determined to be legally nonconforming except as provided herein.
- (1) Abandoned signs. A sign determined to be abandoned as defined in this Chapter must either be removed or covered to conceal the sign copy, confirming its abandonment.
 - (2) Exposed incandescent, high intensity exposed light bulbs. The use of exposed light bulbs independently or as a sign or portion of a sign that is visible from any property line on which the sign is located is prohibited.
 - (3) Flashing, animated or imitating signs, including signs that have moving, blinking, chasing, scrolling or other animation effects. Such signs, either inside (including but not limited to: open signs and electronic display signs, etc.) or outside of a building, and which are legible from a public right-of-way must be removed except as follows:
 - a. Electronic message boards which do not change copy more frequently than every once every thirty (30) seconds as otherwise permitted in this Chapter.
 - (4) Imitating sign. Regardless of whether any clear safety concerns are present.
 - (5) Off-premises sign. Except as follows:
 - a. Temporary signs which are located on a common area outlot, approved by the property owners association; and
 - b. When two (2) or more adjacent landowners co-locate signage on a single sign structure or on a shared property line through a legally binding agreement. For purposes of this provision, the combined lot frontage is used to determine the number of signs allowed.
 - (6) Nongovernmental signs on public utilities. No sign may be attached to utility poles or other public structures within the public right-of-way, except as specifically authorized by the City.
 - (7) Roof signs.
 - (8) Signs in the public right-of-way. Signs located in any portion of the public right-of-way that do not meet the provisions of this Chapter or that do not have a right-of-way revocable sign permit.

(Ord. 34, 2010 §1)

18.54.130 - Temporary signs, including portable signs, searchlights and beacons.

- (a) Temporary signs shall be allowed per tenant in addition to the amount of permanent signage that is otherwise permitted. Except as provided in Section 18.54.110, above, Temporary signs require a temporary sign permit. Temporary signs shall comply with all other applicable provisions of this Chapter, including the provision of Section 18.54.060 (Sign Permits).
- (b) The total amount of temporary signage shall not exceed thirty-three (33) square feet in all residential R-H and C-L zones, or fifty (50) square feet in all other commercial and industrial zones.
- (c) Temporary signs shall be allowed for any individual commercial or industrial use for no more than a total of sixty (60) days in any calendar year.
- (d) If more than one (1) temporary sign is proposed, each sign will count towards the total calendar year allowance (i.e., 3 signs for 20 days = 60 days). The total sign area for all signs shall not exceed the total amount of temporary sign allowance.
- (e) Temporary signs associated with a temporary use under the provisions of Section 18.53.030 shall be limited to the duration of the temporary use, not to exceed more than ninety (90) days in any calendar year. The temporary sign permit may be extended for up to an additional thirty (30) days, provided the Community Development Director has granted an extension of the associated temporary use.
- (f) Any property that contains an outdoor electronic messaging display will not be permitted any additional temporary sign allowance.
- (g) Balloons, inflatable signs and other inflatable objects containing text and/or graphics, which have a total visible area (individually or combined) that does not exceed thirty-three (33) square feet shall be considered a temporary sign and shall require a sign permit. Balloons that do not contain text and/or graphics shall not require a sign permit. No balloon, inflatable sign or other inflatable object shall exceed the height of the principal building on the site and shall not extend over the public right-of-way when fully extended, or impede pedestrian or vehicular traffic.
- (h) Searchlights or beacons shall be considered temporary signs, shall require a sign permit and are allowed a maximum of three (3) days per calendar year. Searchlights or beacons shall not be placed or used in such a way that impedes pedestrian or vehicular traffic, or results in light or glare at grade.

(Ord. 1, 2017 §1(Exh. A), 1-17-2017; Ord. 34, 2010 §1)

18.54.140 - Signs requiring a sign permit.

- (a) The following signs shall require a sign permit:
 - (1) Awning sign.
 - (2) Canopy sign.

- (3) Electronic messaging display.
 - (4) Freestanding and monument sign.
 - (5) Projecting wall sign.
 - (6) Wall sign.
- (b) Awning sign.
- (1) If more than twenty-five percent (25%) of the exterior surface of an awning is devoted to sign copy, the entire exterior surface of the awning shall be considered a sign;
 - (2) The entire illuminated exterior area of an internally illuminated awning sign shall be included in the calculation of the sign area;
 - (3) Awning signage will count towards the total wall sign allowance; and
 - (4) Any portion of an awning sign projecting over the public right-of-way must obtain a right-of-way revocable sign permit from the City.
- (c) Canopy sign.
- (1) If the canopy is attached to a building, all or a portion of the available wall signage allowance may be transferred to the canopy, subject to setback provisions.
 - (2) If the canopy is a freestanding structure, all or a portion of the available freestanding signage allowance may be transferred to the canopy, subject to setback provisions and height.
- (d) Electronic messaging display (EMD) sign.
- (1) EMD signs require a design review approval (see Chapter 18.46) and are allowed only in the C-L, C-H, I-L, I-M, I-H and PUD zone districts. An EMD sign in the C-L zone district is limited in hours of operation from 6:00 a.m. to 10:00 p.m.
 - (2) The area of the EMD shall not exceed fifty percent (50%) of a sign face.
 - (3) The EMD shall contain static messages only, changed only instantly or through dissolve or fade transitions, or with the use of other subtle transitions and frame effects that do not have the appearance of moving text or images, and which may otherwise not have movement, or the appearance or optical illusion of movement, of any part of the sign structure, design or pictorial segment of the sign, including the movement of any illumination or the flashing, scintillating or varying of light intensity.
 - (4) The displayed message shall not change more frequently than once per thirty (30) seconds.
 - (5) The EMD shall have automatic dimmer software or solar sensors to control brightness for nighttime viewing. The intensity of the light source shall not produce glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to

the public health, safety or welfare. Lighting from the message module shall not exceed six hundred (600) nits (candelas per square meter) between dusk and dawn as measured from the sign's face.

- (6) Applications for sign permits containing an electronic display shall include the manufacturer's specifications and initial nit (candela per square meter) rating and the method of dimming.
 - (7) All existing electronic message displays that contain an electronic changeable copy module which does not comply with the provisions of this Section shall be made to conform to the duration of copy provisions upon the effective date of the ordinance approving such provisions.
 - (8) Any premise that contains an outdoor electronic message display shall not be allowed any temporary signs (per Section 18.54.140).
- (e) Freestanding and monument sign.
- (1) Freestanding signs shall be permitted only if constructed with a supporting sign structure, the total width of which exceeds twenty-five percent (25%) of the width of the sign face. This provision applies to all freestanding signs that require a permit, except freestanding signs with less than two (2) vertical feet of sign support, exposed poles or flag poles. Any change of copy to a legally conforming sign does not require compliance with this Section.
 - (2) Maximum size, height and setback dimensions. Lot frontage, for the purposes of calculating freestanding sign allowance and placement, shall be determined as follows:
 - a. Lot frontage shall be the length of private property contiguous with a public street.
 - b. If a lot has more than one (1) street frontage, such as with corner lots, up to two (2) cumulative lot frontages along the lot sides adjacent to public streets may be used to determine the maximum number of signs.
 - c. Noncontiguous lot frontage is calculated separately.
 - (3) The maximum area of freestanding/monument signs shall be as follows:
 - a. In the H-A, C-D, R-MH, R-L, R-M and R-E zone districts, signs shall be in accordance with Section 18.54.110.
 - b. In the R-H, C-L zone districts and for uses by special review on any residential zoned property, the maximum area is as follows:

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	33
51 ft. to 167 ft.	(Setback minus 50) plus 33
168 ft. or greater	150

- c. In the C-H, I-L, I-M and I-H zone districts, the maximum area is as follows:

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	50
51 ft. to 249 ft.	Equal to setback
250 ft. or greater	250

- (4) The maximum height of freestanding signs shall be as follows:

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	12
51 ft. to 99 ft.	(Setback minus 50) plus 12
100 ft. or greater	25

- a. In the C-D, H-A, R-E, R-L, R-MH, R-M, R-H and C-L zone districts, the maximum height is six (6) feet, unless otherwise noted in Section 18.54.110.
- b. In the C-H, I-L, I-M and I-H zone districts, the maximum height is as follows:
- (5) Signs attached to fences and freestanding walls, except those in Section 18.54.110, Signs not requiring a permit, shall be regulated as a freestanding sign and shall count toward freestanding signage allowances.
- (6) For properties with less than two hundred (200) feet of lot frontage, either of the following is permitted:
- a. A freestanding sign may be used in lieu of the allowed wall signage, the sign will be allowed to comply fully to the freestanding sign size and height limits as listed in the charts above; or
- b. A combination of freestanding or wall signage is allowed where the sum of the percentage of each sign's size, as a portion of the total allowed, does not exceed one hundred percent (100%) of maximum sign allowance for either category or sign. The percentage of wall signage shall be based on the total amount of wall signage allowed on the principal face of the building located closest to the freestanding sign. The percentage of freestanding sign shall be based on the maximum size of freestanding sign allowed, given the sign's setback from the center line of the adjoining public right of-way (Figure 18-42).

- c. One (1) freestanding sign is a permitted use on a site with a minimum of two hundred (200) feet of street right-of-way frontage; two (2) freestanding signs are permitted with a minimum of five hundred (500) feet of contiguous street right-of-way linear frontage in the R-H, C-L, C-H, I-L, I-M and I-H zone districts.

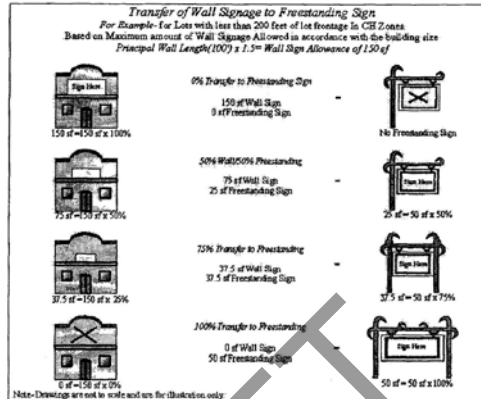


Figure 18-42: Transfer of Wall Signage to Freestanding Signage

- (7) Where two (2) or more property owners share a common lot line, the property owners may combine lot frontage for the purpose of sharing a freestanding sign on or near the common lot line.
- (f) Projecting wall sign.
- (1) A projecting sign shall not be higher than the top of the wall or the bottom of the roof eave.
 - (2) A projecting sign must have eight (8) feet clearance from grade and may not extend more than four (4) feet from the building wall except where the sign is an integral part of an approved canopy or awning.
 - (3) A projecting sign is included in the total wall sign allowance.
 - (4) A projecting sign over public right-of-way must obtain a revocable sign permit.
- (g) Wall signs.
- (1) Signage allowance by zone district shall be calculated as follows:

Zone District	Signage allowed per principal building frontage	For secondary building frontage, additional signage allowed per linear feet of building
H-A, C-D, R-E, RMH, R-L and R-M	N/A	N/A
R-H	.25 sq. ft.	N/A
C-L	1 sq. ft.	.5 sq. ft.

Zone District	Signage allowed per principal building frontage	For secondary building frontage, additional signage allowed per linear feet of building
C-H and I-L	1.5 sq. ft.	1 sq. ft
I-M and I-H	2 sq. ft.	1 sq. ft.

(2) The maximum area of each wall sign shall be calculated as below in this Subsection.

- a. H-A, C-D, R-E, R-MH, R-L and R-M shall be in accordance with Section 18.54.110.
- b. R-H and C-L Zone Districts.

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	40 ft.
51 ft. to 160 ft.	Setback minus 10 ft.
161 ft. or greater	150 ft.

- c. C-H and I-L Zone Districts.

Setback	Maximum Size (sq. ft.) per Sign Face
Less than 50 ft.	60 ft.
51 ft. to 190 ft.	Setback plus 10 ft.
191 ft. or greater	200 ft.

- d. I-M and I-H Zone Signs.

Setback	Maximum Size (sq. ft.) per Sign Face
<i>Less than 50 ft.</i>	<i>90 ft.</i>
<i>51 ft. to 210 ft.</i>	<i>(Setback minus 50) plus 90 ft.</i>
<i>211 ft. or greater</i>	<i>250 ft.</i>

(3) Wall signage shall comply with the following conditions:

- a. Parapet Wall. No wall sign may be attached to or displayed against any parapet wall that does not extend at least seventy-five percent (75%) of the perimeter of the roof enclosed by the parapet. No sign shall exceed the

height of the parapet wall. This standard does not apply to existing building as of the date of the adoption of the Code.

- b. Roof Line. No wall sign may extend above the roof line of a building except as permitted on a parapet wall.
- c. Mechanical Room. No wall sign may be displayed on the wall of a mechanical room or penthouse or other such enclosed space which is not habitable by the occupants of the building.
- d. Sign Depth or Projection. No sign, including any light box or other structural part, shall exceed a depth of twenty (20) inches.

(Ord. 34, 2010 §1)

18.54.150 - Public, quasi-public and institutional uses (nonresidential uses in residential zone districts).

- (a) Public/Private Schools: Public schools are encouraged to adhere to the same sign standards as private schools, which are those that are allowed in the R-H zone district.
- (b) All other public, quasi-public or institutional signage shall comply with the standards of the R-H zone district.

(Ord. 34, 2010 §1)

18.54.160 - Signs in Planned Unit Development zoned districts.

- (a) The provisions in this Chapter shall be used to guide signage within Planned Unit Development (PUD) requests.
- (b) Proposed PUD development may include a specific sign plan which includes sign standards that address size, height, design, lighting, color, materials, location and method of construction of all signage planned within the PUD to ensure that all such signage is designed in a harmonious and compatible manner. Absent a specific sign plan, the City will apply sign standards closest to the zone district the PUD land uses represent. The City Council may impose alternate standards relating to signage if it is determined that there are commensurate design trade-offs proposed for signage with a particular PUD, as provided in Subsection 18.32.040(d) of Chapter 18.32, Planned Unit Developments.

(Ord. 34, 2010 §1)

18.54.170 - Historic signs.

- (a) Notwithstanding any other provisions of this Chapter, a historic sign may be kept, used, owned, maintained and displayed subject to the following provisions:
 - (1) The sign has been designated as a historic landmark by the Greeley Historic Preservation Commission (HPC) and
 - (2) The sign is structurally safe or is capable of being made structurally safe while maintaining its historic character. All structural repairs and restoration of the sign to its original condition shall be made within three hundred sixty-five (365)

calendar days of designation of the sign as a historic landmark and shall be subject to approval by the HPC prior to any work commencing.

- (b) All signs that have been designated as historic landmarks shall be exempt from Section 18.54.190 relating to abandoned signs if the sign continues to meet all of the requirements of this Section.
- (c) For the purposes of this Section, if a historic sign has been moved from its original site, such sign shall no longer be considered a historic sign unless specifically so considered by the HPC. If such a sign is moved, a new sign permit under the provisions of Section 18.54.140 shall be required for the new location.
- (d) Words, symbols or "ghost signs" that are painted, engraved or carved into a building and that no longer relate to the use or occupant of the building shall not be counted as signage.

(Ord. 34, 2010 §1)

18.54.180 - Nonconforming signs.

- (a) A legal nonconforming sign or sign structure may continue to exist until one (1) of the following conditions occurs:
 - (1) The sign has been abandoned and not reestablished for ninety (90) consecutive days or longer.
 - (2) Other than for routine maintenance involving spot repainting, cleaning or light bulb replacement that does not make substantial improvements, if repairs involve nonconforming sign alterations other than allowed in 18.54.200, compliance with all provisions of this Chapter shall be required.
 - (3) Changing the copy of an off-premises sign and nonconforming signs shall not be considered a change requiring compliance with this Chapter unless there is a change to the size; a change, or removal of, a support structure or frame, or a portion thereof, whether replacing such structure or frame or not, and/or a change in the orientation of the sign.
- (b) Lawfully nonconforming signs which are nonconforming due to size are included in the total sign allowance for the property as follows:
 - (1) If the excess signage is in the wall sign the amount greater than the allowed is considered a transfer to the freestanding sign allowance and the freestanding sign allowance is thereby reduced proportionally.
 - (2) If the nonconforming sign is freestanding, no transfer is allowed to the wall.
- (c) Two (2) or more legal, nonconforming, freestanding signs on the same lot may be combined into one (1) new legal nonconforming sign. In this event, the maximum size of this new sign shall be one hundred twenty-five percent (125%) of the maximum size specified in Subsection 18.54.140(d) for the particular location and type of sign. This provision shall be utilized only one (1) time per property.

- (d) The Community Development Director may approve alternative compliance nonconforming sign proposals one (1) time per property as long as the proposed alternative reduces all elements of the signage nonconformance, by at least fifty percent (50%). This one-time provision may be used to address all nonconforming signs on the site, or for only one (1) nonconforming sign type on the site.
- (e) Temporary signs, window signs and dilapidated signs shall not be considered legal nonconforming signs.

(Ord. 34, 2010 §1)

18.54.190 - Abandoned signs.

- (a) A sign meeting the definition of abandoned under this Chapter must be removed or covered upon determination of its abandonment.
- (b) At such time that either a portion or all of a sign, sign frame, sign components or sign supporting structure are no longer in use for a period of ninety (90) consecutive days, such sign frame, sign components or sign supporting structure shall be brought into conformance by removal or the placement of a new permitted conforming sign, components and structure.

(Ord. 34, 2010 §1)

18.54.200 - Sign construction and maintenance standards.

- (a) All signs and all parts, portions and materials shall be manufactured, assembled and erected in compliance with all applicable state, federal and City regulations and the adopted building and electrical codes.
- (b) All signs, including those signs not required to obtain a sign permit as provided in Section 18.54.100, shall be maintained and kept in good repair, and in conformance with the original sign permit. A sign that is maintained and kept in good repair shall meet the following criteria:
 - (1) All sign supports, braces, guy wires, anchors and related screening are kept in repair, in a proper state of preservation, including as may be required by Paragraph 18.40.070(a)(4) of this Code.
 - (2) There is no evidence of deterioration, including chipped or peeling paint, rust, corrosion, fading, discoloration, broken or missing sign faces, text, logos, graphics or other elements of the sign.
 - (3) There are no missing, flickering or inoperative lights that create a perception of deterioration or abandonment of the sign.
- (c) Where repairs involve a nonconforming sign, the provisions of Section 18.54.180 shall also apply.
- (d) Any non-maintained sign shall be repaired or replaced within fifteen (15) calendar days following notification from the City. Noncompliance with such notice shall constitute a nuisance subject to enforcement actions.

- (e) Signs, their structures and supports and related screening, shall be constructed of materials normally and typically intended to be used for such items.

(Ord. 34, 2010 §1)

18.54.210 - Alternative compliance.

- (a) Conditions may exist where strict compliance is impractical or impossible, or where maximum achievement of the City's objectives can only be obtained through alternative compliance. It is not the intent of alternative compliance to modify or reduce requirements of this Sign Code, but to provide equivalent standards in a creative way subject to approval under the provisions herein.
- (b) Requests for alternative compliance may be accepted for any application to which the requirements of this Chapter apply. A written request may be submitted to modify an individual sign allowance, which shall meet one (1) or more of the following criteria:
 - (1) Topography, soil, vegetation or other site conditions are such that full compliance is impossible or impractical; or improved environmental quality would result from alternative compliance.
 - (2) Space limitations, unusually shaped lots and prevailing practices in the surrounding neighborhood, may justify alternative compliance for infill sites and for improvements and redevelopment in older neighborhoods.
 - (3) Safety considerations make alternative compliance necessary.
 - (4) The proposed alternative is aesthetically more complementary to the site, better fits into the context of the area, improves the overall architectural appeal of the area and/or meets or exceeds the design objectives as described in the City's Comprehensive Plan. Where there is a strong architectural theme established in an area, the proposed alternative shall be consistent with or complementary to that theme. In an existing area where there is no established theme, the proposed alternative shall provide an architectural theme that is consistent with the Comprehensive Plan and improves the quality of development in the area.
- (c) Application for alternative compliance shall include the following information:
 - (1) Written description of the conditions provided in Subsection (b) above, which apply to the subject property;
 - (2) The applicant shall submit a sign plan consisting of a written statement addressing the proposal and the review criteria, along with dimensioned graphic plans identifying the following items for all signs on the property:
 - a. Written and graphic illustration of the proposed alternative, including areas of departure from code standards;
 - b. Sign style, type, location, size (area) and height for wall and freestanding signs;
 - c. Materials and colors for all signs and support structures;

d. Sign illumination devices and brightness levels, if applicable

- (d) Upon receipt of a complete application as provided in Subsection (c) above, the application will be evaluated administratively through the Administrative Review Team, with the final decision made by Community Development Director.
- (e) If the Community Development Director finds that the provisions in Subsection (b) are met, the Director shall approve the request for alternative compliance in writing. If the Community Development Director finds that the provisions in Subsection (b) above have not been met, the Community Development Director shall deny the request for alternative compliance and the applicant may appeal such decision in accordance with Chapter 18.24, Appeals.

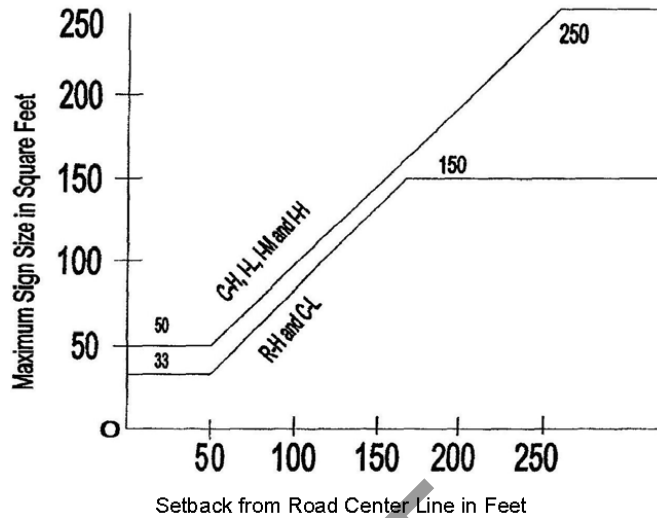
(Ord. 34, 2010 §1)

18.54.220 - Sign chart.*

Zoning District	Type of Sign Allowed	Max. total amount awning, wall & projecting wall signage allowed per linear foot of wall	Max. Sign Face Area for Awning and Wall Signs	Maximum Freestanding Sign Height	Maximum Size for Freestanding Signs	Number of Freestanding Signs
C-D, H-A, R-L, R-E, R-MH, R-M	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110	See Section 18.54.110
R-H	Freestanding, wall and awning	.25 sq. ft.	See Subsections 18.54.140(b)—(g)	6 ft.	See Subsection 18.54.140(e)	1 sign where lot frontage is greater than or equal to 200 ft., but less than 500 ft.
C-L	Freestanding, wall and awning	1 sq. ft., plus an additional .5 sq. ft. (for secondary building frontage)	See Subsections 18.54.140(a)—(f)	6 ft.	See Subsection 18.54.140(e)	2 signs where lot frontage is greater than 500 ft.
C-H, I-L	Freestanding, wall, projecting wall and awning	1.5 sq. ft., plus an additional 1 sq. ft. (for secondary building frontage)	See Subsections 18.54.140(a)(f)	See Subsection 18.54.140(d)	See Subsection 18.54.140(d)	2 signs where lot frontage is greater than 500 ft.
I-M & I-H	Freestanding, wall, projecting wall and awning	2 sq. ft., plus an additional 1 sq. ft. (for secondary building frontage)	See Subsections 18.54.140(a)(f)	See Subsection 18.54.140(d)	See Subsection 18.54.140(d)	2 signs where lot frontage is greater than 500 ft.

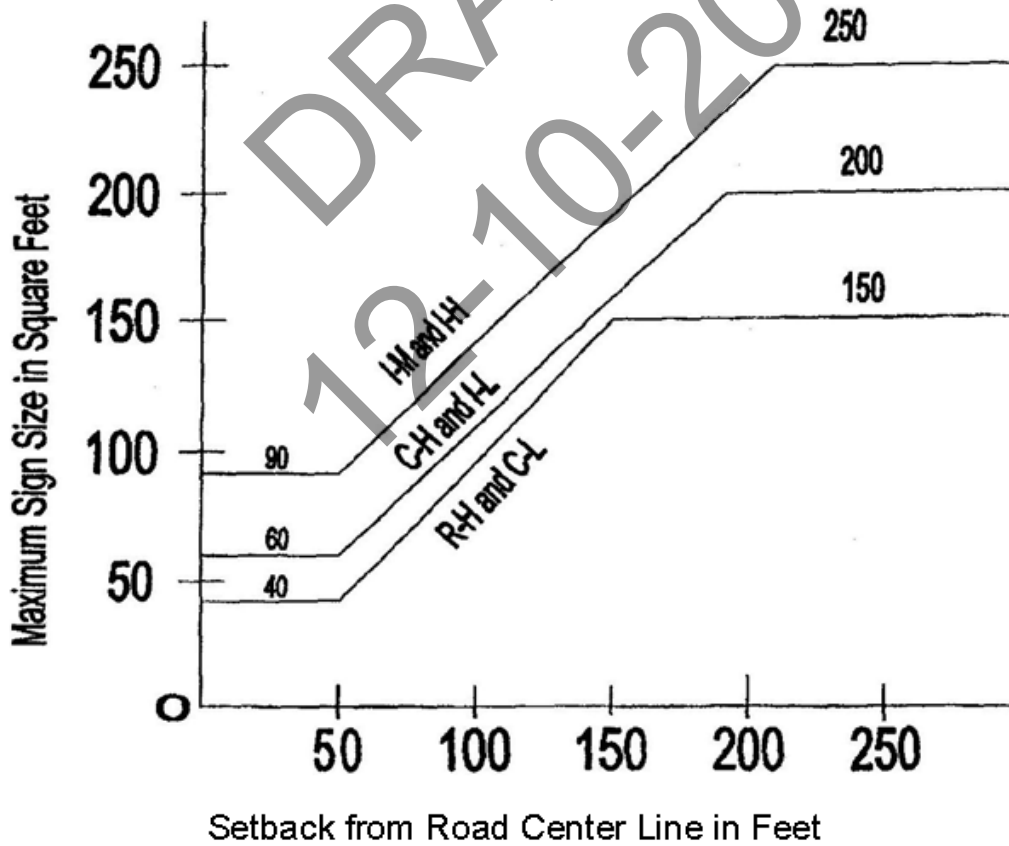
* This chart summarizes key signage allowances; see specific code sections for code details and/or exceptions.

Maximum Area Per Sign Face
Freestanding and Projecting Wall Signs

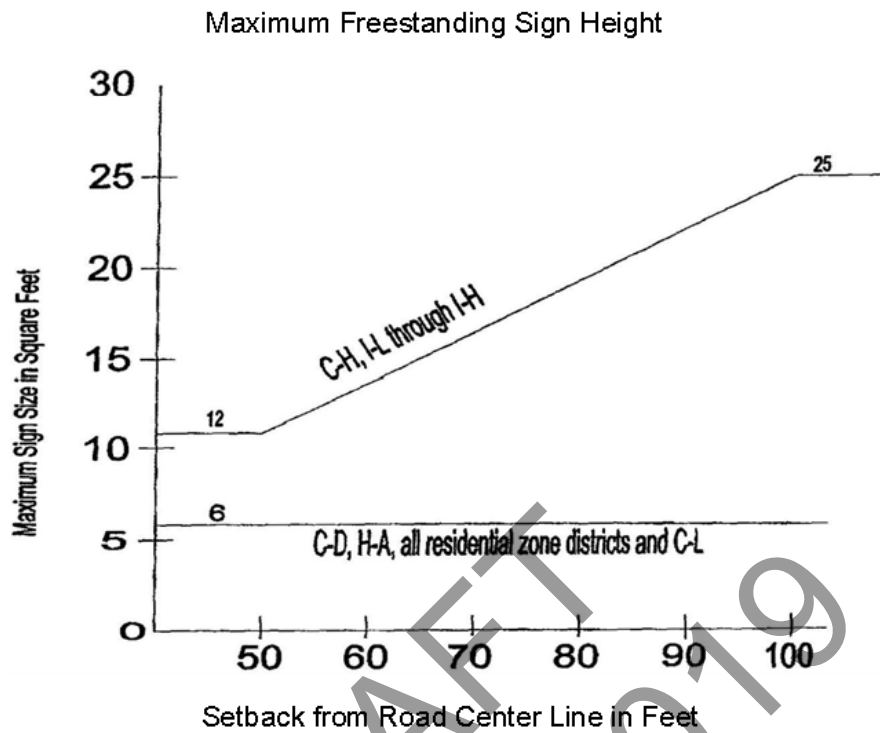


(This is for illustration purposes only. Please refer to charts for exact sizes.)

Maximum Area Per Sign Face
Awning and Wall Sign Chart



(This is for illustration purposes only. Please refer to charts for exact sizes.)



(This is for illustration purposes only. Please refer to charts for exact sizes.)

(Ord. 34, 2010 §1)



CITY OF GREELEY

SIGN CODE UPDATE

What to expect:

- Yard and site signs may not exceed 32 square feet cumulative.
- You may have either (1) 32 square-foot sign or any number of signs with cumulative area not to exceed 32 square feet per lot.
- Included in this category are previously message-defined signs such as real estate, political, ideological, event signs among others.
- No sign may be placed in the City right-of-way.

Why update the Sign Code?

A Supreme Court ruling (*Reed v. Gilbert*, 2015) determined sign regulations cannot vary standards based on the message for **non-commercial** signage. This includes sign classifications and regulation for message-defined signs such as ideological, real estate, special event signs, etc. that are typically temporary in nature and do not require a permit.

These categories of signs are to be referred to as either a “yard sign” or “site sign” moving forward to align with content neutral enforcement. Uniform regulations will apply to both.

How the City measures and enforces commercial signs will not change at this time.

The City’s objective is to ensure Code legality. Content neutrality is the goal.

- Commercial permitted sign allowances based on your zoning, lot frontage, or distance to a right-of-way centerline will remain unchanged.
- How we measure signage will not change.
- This update only pertains to non-commercial signage.

Questions?

Contact City Planning Staff:
Brittany Hathaway, Planner III
Brittany.Hathaway@greeleygov.com

Council Agenda Summary

March 3, 2020

Agenda Item Number 21

Title

Scheduling of Meetings, Other Events

Summary

During this portion of the meeting the City Manager or City Council may review the attached Council Calendar or Worksession Schedule regarding any upcoming meetings or events.

Attachments

Council Meeting/Worksession Schedule
Council Meetings/Other Events Calendar

City Council Meeting Scheduling

Current as of 2/28/2020

This schedule is subject to change

Date	Description	Sponsor	Placement/Time
March 10, 2020 Worksession Meeting	Food Tax	Renee Wheeler	1.00
	Keep Greeley Moving Renewal	Renee Wheeler	0.50
	Broadband Taskforce	Scott Magerfleisch	0.50
March 17, 2020 Council Meeting	Proclamation - City's 150th Anniversary	Becky Safarik	Recognitions
	Ordinance - Intro - First Additional Appropriation	Renee Wheeler	Consent
	Ordinance - Intro - Sign Code Update	Brad Mueller	Consent
	Ordinance - Final - Island Grove Rezone	Brad Mueller	Regular
	Year-End Report (Non-Action)	Renee Wheeler	Regular
	4th Quarter CIP Update (Non-Action)	Joel Hemesath	Regular
March 24, 2020 Worksession Meeting	University of Northern Colorado Update	Roy Otto	0.25
	Development Impact Fee Study Kick-off	Renee Wheeler	1.00
	Potential Executive Session - Agreement for the Acquisition of Water Storage	Sean Chambers	
April 7, 2020 Council Meeting	Proclamation - National Volunteer Week	Cheryl Aragon	Recognitions
	CAPER for Annual report to HUD	Ben Snow	Consent
	Council's Endorsement of the Vision & Strategic Work Plan	Paul Fetherston	Regular
	Ordinance - Final - Sign Code Update	Brad Mueller	Regular
	Ordinance - Final - First Additional Appropriation	Renee Wheeler	Regular
April 14, 2020 Worksession Meeting	Municipal Code Recodification - Review of Changes	Cheryl Aragon	1.00
	Historic Preservation Overview	Brad Mueller	0.50
	Discussion of Council's Policies & Protocol	Cheryl Aragon	0.50
	Sharkstooth Basin Stormwater Masterplan Discussion	Joel Hemesath	0.50
	Potential Executive Session - Water Storage Acquisition	Sean Chambers	
April 21, 2020 Council Meeting	Youth Service Day Awards	Cheryl Aragon	Recognitions
	Resolution - Adoption of the Sharkstooth Basin Stormwater Masterplan	Joel Hemesath	Consent
April 28, 2020 Worksession Meeting	Overview of the CIS Project	Renee Wheeler	0.50
	Quarterly Financial Report	Renee Wheeler	0.50

March 2, 2020 - March 8, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 2

Tuesday, March 3

6:30pm - 7:30pm City Council Meeting (1001 11th Avenue) ☉

Wednesday, March 4

Thursday, March 5

7:00am - Poudre River Trail (Hall) ☉

3:30pm - IG Adv. Board (Butler) ☉

6:00pm - MPO (Gates/Payton) ☉

Friday, March 6

Saturday, March 7

Sunday, March 8

March 9, 2020 - March 15, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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Monday, March 9

Tuesday, March 10

5:00pm - 6:00pm City Council Worksession (1001 11th Avenue) 

Wednesday, March 11

Thursday, March 12

Friday, March 13

Saturday, March 14

Sunday, March 15

March 16, 2020 - March 22, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 16

Tuesday, March 17

6:30pm - 7:30pm City Council Meeting (1001 11th Avenue)

Wednesday, March 18

7:30am - 8:30am Visit Greeley (Fitzsimmons)

2:00pm - 5:00pm Water & Sewer Board (Gates)

Thursday, March 19

7:30am - 8:30am DDA (Zasada/Butler)

3:30pm - 4:30pm Airport Authority (Clark/Payton)

Friday, March 20

Saturday, March 21

Sunday, March 22

March 23, 2020 - March 29, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 23

- 11:30am - 12:30pm Greeley Chamber of Commerce (Hall) ☉
- 6:00pm - 7:00pm Youth Commission (Butler) ☉

Tuesday, March 24

- 5:00pm - 6:00pm City Council Worksession (1001 11th Avenue) ☉

Wednesday, March 25

- 7:00am - 8:00am Upstate Colorado Economic Development (Gates/Hall) (Upstate Colorado Conference Room) - Council Master Calendar ☉

Thursday, March 26

Friday, March 27

Saturday, March 28

- 2:00pm - 6:00pm RSVP Required: Poudre Pour (Boardwalk Park, 100 N. 5th Street, Windsor) - Council Master Calendar

Sunday, March 29

March 30, 2020 - April 5, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 30

Tuesday, March 31

Wednesday, April 1

Thursday, April 2

7:00am - Poudre River Trail (Hall) 

3:30pm - IG Adv. Board (Butler) 

6:00pm - MPO (Gates/Payton) 

Friday, April 3

Saturday, April 4

Sunday, April 5

Council Agenda Summary

March 3, 2020

Agenda Item Number 21

Title

Consideration of a motion authorizing the City Attorney to prepare any required resolutions, agreements, and ordinances to reflect action taken by the City Council at this meeting and at any previous meetings, and authorizing the Mayor and City Clerk to sign all such resolutions, agreements and ordinances

Council's Recommended Action

A motion to approve the above authorizations.

Council Agenda Summary

March 3, 2020

Agenda Item Number 22

[Title](#)

Adjournment