



**TOWN OF  
BRECKENRIDGE**

**Town Council Work Session**  
Tuesday, June 11, 2024, 3:00 PM  
Town Hall Council Chambers  
150 Ski Hill Road  
Breckenridge, Colorado

THE TOWN OF BRECKENRIDGE CONDUCTS HYBRID MEETINGS. This meeting will be held in person at Breckenridge Town Hall and will also be broadcast live over Zoom. Join the live broadcast available by computer or phone: <https://us02web.zoom.us/j/88916429743> (Telephone: 1-719-359-4580; Webinar ID: 889 1642 9743).

If you will need special assistance in order to attend any of the Town's public meetings, please notify the Town Clerk's Office at (970) 547-3127, at least 72 hours in advance of the meeting.

**I. PLANNING COMMISSION DECISIONS (3:00-3:05pm)**

Planning Commission Decisions

**II. LEGISLATIVE REVIEW (3:05-3:15pm)**

Drive-Through Amendment (Second Reading)

Timeshare Overlay District Ordinance (Second Reading)

Policy 3 Amendment Regarding Density (First Reading)

**III. MANAGERS REPORT (3:15-3:45pm)**

Public Projects Update

Mobility Update

Sustainability Update

Housing Update

Open Space Update

Committee Reports

**IV. OTHER (3:45-4:00pm)**

Breckenridge Tourism Office App Presentation

**V. PLANNING MATTERS (4:00-5:15pm)**

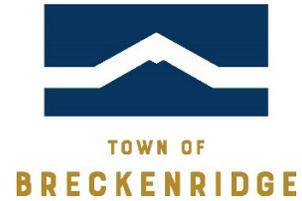
Policy 24A Employee Generation Code Modifications

Inclusionary Zoning (Housing)

Streetlight Camera Pole Pilot Program

Carter Park Dog Park Town Project

**VI. EXECUTIVE SESSION - Legal Advice (5:15-6:00pm)**



# Memo

**To:** Breckenridge Town Council Members  
**From:** Mark Truckey, Director of Community Development  
**Date:** June 5, 2024  
**Subject:** Planning Commission Decisions of the June 4, 2024 Meeting

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## ***DECISIONS FROM THE PLANNING COMMISSION MEETING, June 4, 2024:***

### **CLASS A APPLICATIONS:**

1. Resubdivision Plat Parcel 6, The Sixth Resubdivision Plat for the Remainder of Tract C Peak 8 Subdivision, Filing No. 1:  
A proposal to subdivide a single parcel totaling 13.3544 acres from existing parcels: Tract C Peak 8 Subdivision Filing 1, Remainder Parcel H Tyra Placer MS 13343, and Remainder Parcels R, P, and S Ada Placer MS 13774. *Approved, see second memo.*
2. Gondola Master Plan Amendment, 350, 355 & 415 S. Park Avenue, PL-2024-0118:  
A proposal to amend the master plan for the North Gondola Lot, North Gold Rush Lot, and South Gold Rush Lot in accordance with the recently approved development agreement between the Town and Breckenridge Grand Vacations. *Approved, see second memo.*

**CLASS B APPLICATIONS:** None.

### **CLASS C APPLICATIONS:**

1. Edel Residence, 206 Morning Star Drive, PL-2024-0087:  
A proposal to demolish an existing single-family home and construct a new 3,951 sq. ft. single-family residence with 4 bedrooms and 4.5 bathrooms. *Approved.*
2. Bostad Residence, 212 Wellington Rd., PL-2024-0154:  
A proposal to demolish an existing single-family residence and construct a new 7,251 sq. ft. single-family residence with 5 bedrooms, 6.5 bathrooms, and a 3-car garage. *Approved.*

### **TOWN PROJECT HEARINGS:**

1. Carter Park Dog Park, 500 S. High Street, PL-2024-0163:  
A proposal to construct various improvements to the existing Carter Park in Breckenridge, including landscaping, a new sidewalk, redesigned fencing, a shade structure, and additional drainage facilities. Project is necessitated to treat contaminated runoff from the Dog Park and adjacent uses. *Planning Commission recommends Town Council approval.*

**OTHER:** None.

# Memo

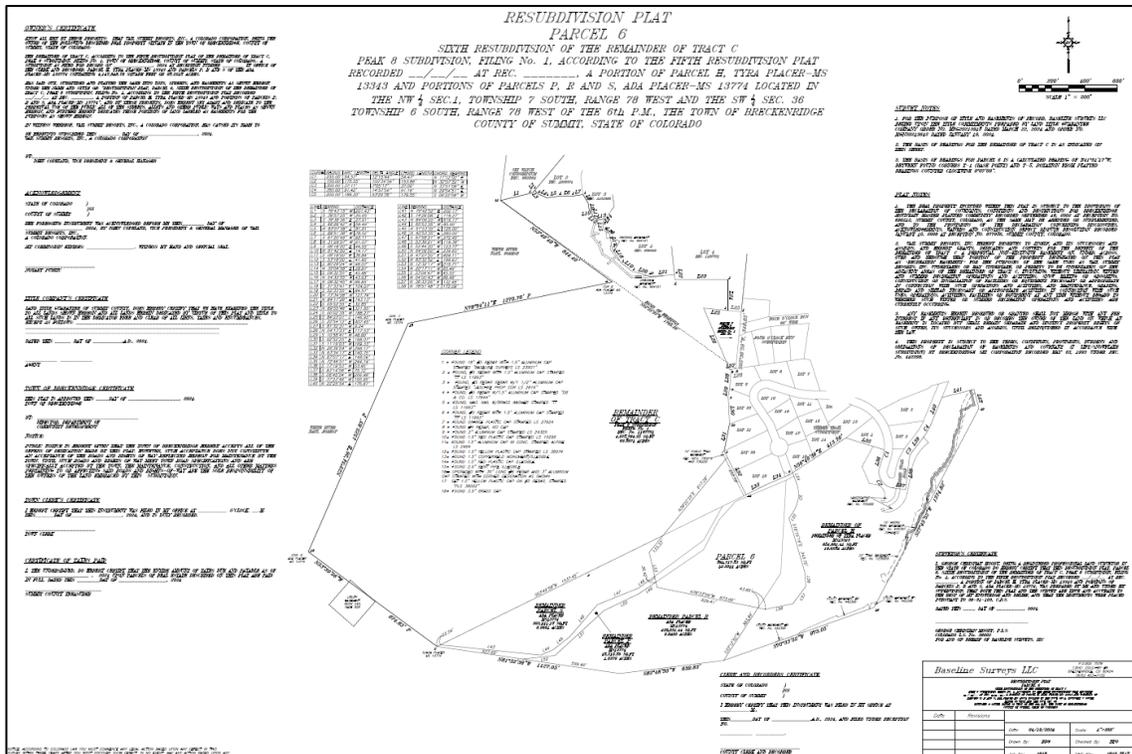
**To:** Breckenridge Town Council

**From:** Chris Kulick, AICP, Planning Manager

**Date:** June 5, 2024 (For June 11, 2024, Meeting)

**Subject:** Parcel 6, the Sixth Resubdivision Plat of the Remainder of Tract C Peak 8 Subdivision, Filing No. 1, Remainder Parcel H Tyra Placer MS 13343, and Remainder Parcels R, P, and S Ada Placer MS 13774

A Combined Class A Hearing for the Parcel 6, Subdivision was held by the Planning Commission on June 4, 2024. The application proposes to subdivide a single parcel totaling 13.3544 acres from existing parcels: Tract C Peak 8 Subdivision Filing 1, Remainder Parcel H Tyra Placer MS 13343, and Remainder Parcels R, P, and S Ada Placer MS 13774. The recently approved Development Agreement for the Gondola Lots and Peak 7 & 8 Master Plans contemplated the development of two new planning areas in the Peak 7 & 8 Master Plan boundaries for two single-family residential subdivisions - Parcels 5 and 6. The Owner and Applicant/Agent currently seek to subdivide the area identified as Parcel 6 in the Development Agreement from the parcels identified above in order to convey ownership from the owner to the applicant/agent. No single-family lots, roadways, infrastructure, or physical improvements are proposed at this time. In the future, a second subdivision request to divide the parcel into 14 single-family lots will be submitted.



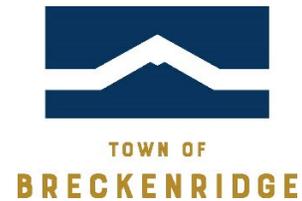
This subdivision features a combination of previously unsubdivided tracts (11.7009 acres) and a portion of the previously subdivided Tract C, Peak 8 subdivision (1.6535 acres). Associated with this subdivision

proposal, the required open space dedication will be based on the previously unsubdivided 11.7009 acres since an open space dedication was previously made for the Tract C, Peak 8 subdivision.

During the review of the subdivision, planning staff consulted with open space staff and collectively decided to require a cash contribution of 10% of the land value instead of a land dedication. This decision was made because acquiring additional park or open space land in this area provides limited community benefit. Staff notes, the recent development agreement which allows up to 14 single-family lots and the property's adjacency to ski runs at the Breckenridge Ski Resort will be a factor in determining the land value which the cash contribution will be based on. Staff has added a condition of approval that requires a cash contribution of 10% of the land value prior to the recording of the subdivision.

The Commission found the application complied with the Subdivision Code. The subdivision permit was approved by a 6-0 vote of the Commission.

Staff will be available at the meeting to answer any questions.



# Memo

**To:** Breckenridge Town Council  
**From:** Sarah Crump, AICP, Planner III  
**Date:** June 5, 2024 (For June 11, 2024, Meeting)  
**Subject:** Gondola Lot Master Plan Amendment, PL-2024-0118

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A Combined Class A Hearing for the Gondola Lot Master Plan Amendment was held by the Planning Commission on June 4, 2024. The application is a proposal to amend the Gondola Lot Master Plan for the North Gondola Lot, North Gold Rush Lot, and South Gold Rush Lot in accordance with the recently approved development agreement between the Town and Breckenridge Grand Vacations. The amendment will re-assign density and revise uses for parcels outlined in the Gondola Lot Master Plan in accordance with the development agreement by transferring up to 90.2 SFEs (single-family equivalents) of density from the Gondola Lot Master Plan area to the Peak 7 & 8 Master Plan area and 15 SFEs to the Entrada Lot and receive up to 13.9 SFEs of density from the Town of Breckenridge for the construction of workforce housing units on North Gondola Lot.

This application seeks a major amendment to most of the existing language within the Gondola Lot Master Plan which was related to previous design concepts for the planning area. The proposed amendments seek to incorporate density, uses, site layout, parking agreement requirements, landscaping requirements, roundabout construction, and wetland dedication obligations. The development agreement granted waivers for some key provisions of the development code which regulate master plans. These waivers include the ability to transfer density without the assignment of negative points and a waiver from Policy 39/A which requires amended master plans to come into compliance with current development code policies for particular items. These waivers allow for current Master Plan provisions for mass bonuses and parking requirements to carry forward in the amendment.

Development Code section 9-1-17-3.5 discusses the applicability of current point assignments, specifically positive point totals that exceed zero, toward modifications to development permits when vested. The current master plan is vested and therefore the existing point assignment from the current master plan was carried forward to assess this proposed amendment.

The Commission found the application complied with the development code, parking agreement, and development agreement. The amendment to the Gondola Lot Master Plan was approved by a 6-0 vote of the Commission with a passing point analysis of positive three (+3) points.

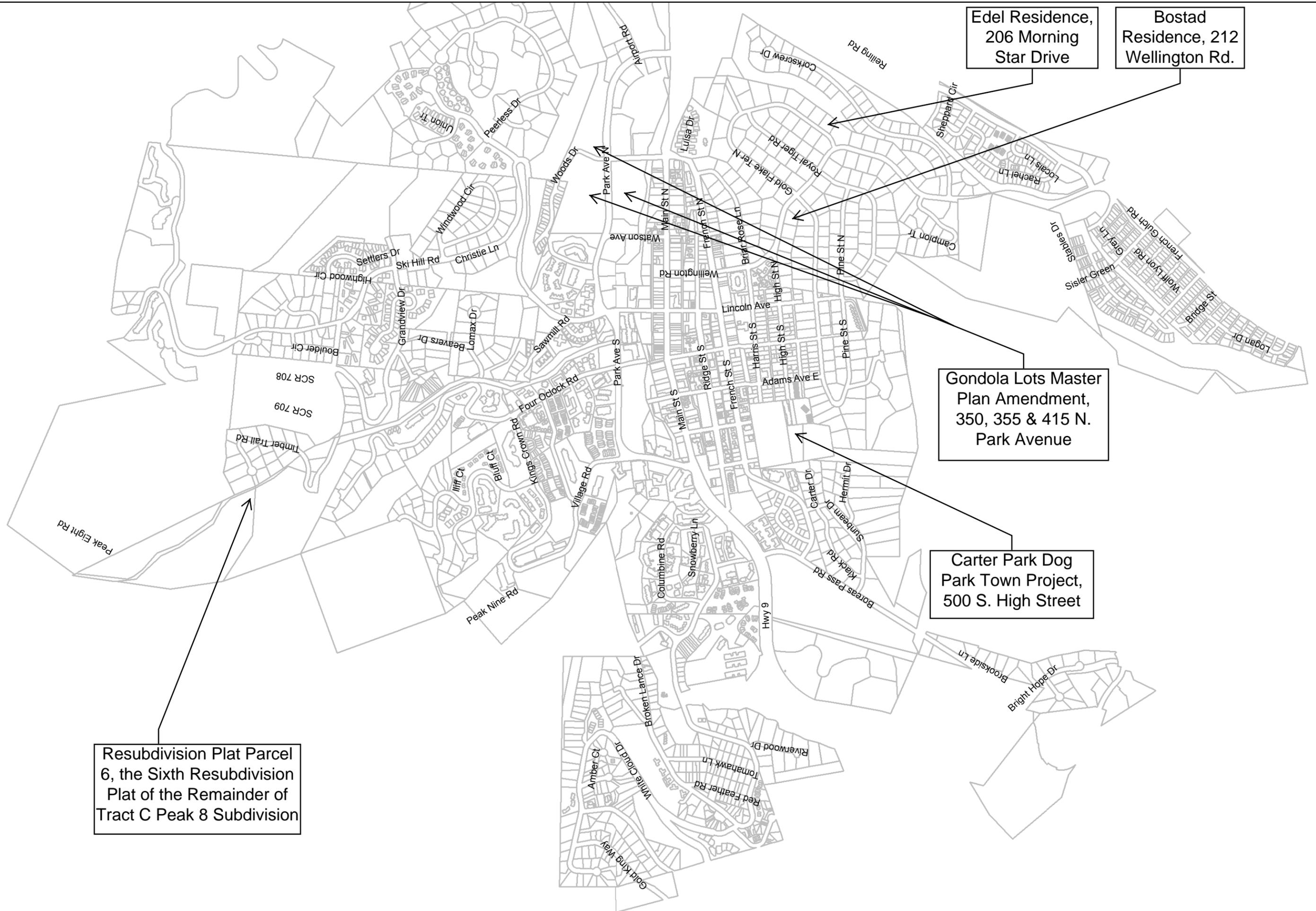
Staff will be available at the meeting to answer any questions.

[Planning Commission Staff Report](#)



NOT TO SCALE

# Breckenridge South



Edel Residence,  
206 Morning  
Star Drive

Bostad  
Residence, 212  
Wellington Rd.

Gondola Lots Master  
Plan Amendment,  
350, 355 & 415 N.  
Park Avenue

Carter Park Dog  
Park Town Project,  
500 S. High Street

Resubdivision Plat Parcel  
6, the Sixth Resubdivision  
Plat of the Remainder of  
Tract C Peak 8 Subdivision

## PLANNING COMMISSION MEETING

The meeting was called to order at 5:30 pm by Chair Leas.

### ROLL CALL

Mike Giller	Mark Leas	Allen Frechter	Keely Ambrose – <b>absent</b>
Ethan Guerra	Elaine Gort	Susan Propper	

### APPROVAL OF MINUTES

Mr. Leas: I did have some changes to the meeting minutes. In terms of what I had to say about Policy 6R, as it relates to the workforce housing, did not make it into the minutes. I said that we should take a look at the height of the Fire Station, the Building Center, and the water treatment plant when we evaluate the employee housing project.

With those changes, the May 21, 2024 Planning Commission Minutes were approved.

### APPROVAL OF AGENDA

With no changes, the June 6, 2024 Planning Commission Agenda was approved.

### PUBLIC COMMENT ON HISTORIC PRESERVATION ISSUES:

No Public Comments. The Public Comment Section was closed.

### CONSENT CALENDAR:

1. Edel Residence (EM), 206 Morning Star Drive, PL-2024-0087
2. Bostad Residence (SVC), 212 Wellington Rd., PL-2024-0154

Mr. Frechter: Taking out the sink, dishwasher, fridge; is that because they are building new and if that remained the ADU would require a deed restriction? (Ms. Ellie: There is currently a covenant recorded against the accessory unit above the garage that specifies the unit is not allowed to have a kitchen. And those items are part of the kitchen definition. Currently, they are not in conformance with that covenant, so they are removing those items as part of the project.) Does the Building Department check for water service lines to be removed during their inspections? (Ms. Muncy: We have added a condition of approval to the application that specifies the fixtures and associated lines be removed with this application. We can ensure the Building Department is aware of and inspects these items.)

With no call-ups, the Consent Calendar was approved as presented.

### COMBINED HEARINGS:

1. Resubdivision Plat Parcel 6, The Sixth Resubdivision Plat for the Remainder of Tract C Peak 8 Subdivision, Filing No. 1 (SVC), PL-2024-0115

Mr. Kulick presented a proposal to subdivide a single parcel totaling 13.3544 acres from existing parcels: Tract C Peak 8 Subdivision Filing 1, Remainder Parcel H Tyra Placer MS 13343, and Remainder Parcels R, P, and S Ada Placer MS 13774. The recently approved Development Agreement for the Gondola Lot and Peak 7 & 8 Master Plans contemplated the development of two new planning areas in the Peak 7 & 8 Master Plan boundaries for two single-family residential subdivisions - Parcels 5 and 6. The Owner and Applicant/Agent currently seek to subdivide the area identified as Parcel 6 in the Development Agreement in order to convey ownership from the Owner to the Applicant/Agent. No single-family lots,

roadways, infrastructure, or physical improvements are proposed currently. In the future, a second subdivision request to divide Parcel 6 into multiple single-family lots will be submitted.

*Commissioner Questions / Comments:*

Mr. Leas: The property line is curved; is there a specific reason for that? (Mr. Kulick: It really has to do with the slope and separation from the maintenance facility. There is approximately 85 feet of vertical gain between the two.)

Mr. Guerra: The slope that you are talking about is that located by the fuel pumps?

Mr. Graham Frank, Breckenridge Grand Vacations: You are correct, the highest portion will be near the refueling stations where the snowcats cut in and the retaining wall climbs that entire way.

The hearing was opened to public comment; there were no comments and the comment period was closed.

No additional Commissioner Comments.

Mr. Giller made a motion to approve the Parcel 6 Resubdivision, seconded by Mr. Guerra. The motion passed 6 to 0.

2. Gondola Lot Master Plan Amendment (SVC), 350, 355 & 415 S. Park Avenue, PL-2024-0118  
Ms. Crump presented a proposal to amend the master plan for the North Gondola Lot, North Gold Rush Lot, and South Gold Rush Lot in accordance with the recently approved development agreement between the Town and Breckenridge Grand Vacations. This amendment will transfer up to 90.2 SFEs (single-family equivalents) of density from the Gondola Lot Master Plan area to the Peak 7 & 8 Master Plan area and 15 SFEs to the Entrada Lot and receive up to 13.9 SFEs of density from the Town of Breckenridge for the construction of workforce housing units on Gondola Lot Parcel 2. The amendment will re-assign density and revise uses for Gondola Lot Parcels 1, 2, and 3 outlined in the Gondola Lot Master Plan in accordance with the development agreement.

*Commissioner Questions / Comments:*

Mr. Propper: I did not understand the differences between dedicating land for public benefit and dedicating from a points perspective regarding the Open Space discussion. (Ms. Crump: Typically, when positive points are given, it's through a public dedication, where the applicant would retain private ownership but allow for an easement and public access to the area. This is a little different because they are dedicating fee simple and deeding the land to the Town. The Town requested that; it's better for us to have control over that sensitive wetland area and have full ownership. When this master plan went through, staff believed that dedicating the land fee simple went above and beyond the requirement, and so it was eligible for the positive points.) Okay, thank you. (Mr. Kulick: It wasn't a required dedication at the subdivision because the Parkway Center had already been subdivided. Additionally, there is a separate dedication that we are working on regarding the Breckenridge Transit Center. So that's why some of the lot lines that are shown are kind of jogged away to match the wetland delineations, as well as where the lease area of the Transit Center.)

Mr. Giller: Is the development agreement the basis for allowing the more generous mass bonus per the now repealed Policy 4 and yet the parking requirement is reduced from the previous two spaces per townhome to 1.5 spaces per unit? It sounds like we gave in on both of those. (Ms. Crump: The development agreement did specifically outline that density would be looked at as prior to the Code revisions and therefore you have to think about mass calculations as well.) (Mr. Kulick: And then the parking I think is being more

generous, because now we require two spaces per duplex unit. And previously it was 1.5. Depending on further development, you don't want to develop more parking spaces and could consider 1.5 as is as being more generous from the developer point of view.) Perhaps, I believe two spaces is more stringent, and there is less likelihood of parking on the street or the townhomes not accommodating all the necessary parking. So, on one hand, we've allowed more density more mass based upon the old criteria, and we've allowed less parking based upon the old criteria. My second question, can you give us some sense on the operation of the shuttle? Is that a seasonal ski season thing? (Ms. Crump: Yes, the shuttle will be required on certain days when the ski area reaches a certain capacity on the Gondola Lots.) (Mr. Kulick: I think in the past year, the North Gold Rush Lot was utilized on six separate occasions. Part of the agreement is to park the other lots first and wait till they're full, and then have parking over there as essentially overflow. And when that begins operation, then they have to operate the shuttle. There is also a requirement of the Agreement for any shuttles to be electric.)

Mr. Leas: And that shuttle is just running across the street? (Mr. Kulick: Yes, it is.)

Mr. Giller: And is the thought collectively that that's less impact than vehicular or a small gondola? (Mr. Kulick: A big difference between this and the previous master plan is that the North Gondola Lot still retains a large amount of parking where before everything was going to the North Gold Rush Lot. So, every day that lot was open, all those people would have to cross the street. Now, for the majority of days in the winter, that lot won't even be open. The ski area has a good sense based on past demand when the busy weekends are and when operation is necessary. When the lot was proposed to be open 100% of the time, we did need that constant movement provided by a gondola.) The primary parking was a garage, not just a surface lot. Okay that helps my understanding.

Mr. Guerra: I have no comments or questions. Thank you.

Ms. Gort: On the roundabout, we are giving three points for the roundabout, and then four points for the Capital Improvement Plan items because it's within three years, but it is not within three years? (Ms. Crump: That is the provision that was written into the Development Agreement, and it's outlined in the Development Code that for prior positive points, if the master plan is vested, they can carry those points forward. While they wouldn't be eligible for those points today if we were totally starting from scratch, they are allowed to carry those points forward.) My next question has to do with a statement about them wanting to carry over their positive points. Right now they're getting three points. (Ms. Crump: Not to other projects, they cannot move positive points to other projects, just for this amendment to the Master Plan. They can't move their positive points to a different project.) I thought that they could move the points to different properties within this whole Master Plan. (Ms. Crump: No, future site-specific hearings will have their own point analyses.) What is the point of the carry-over? How would they use that? (Ms. Crump: They're carrying forward the analysis from the existing Master Plan. With these amendments, they're ending with only positive three because they're still receiving negative ten and not doing a few of the items that resulted in additional negative points prior. The final score results in positive three now instead of positive eight. If they were to have another amendment in the future, those positive three points could come into play and the whole master plan would be rescored again. But no, they are not able to take those points and use them for a different project.) (Mr. Kulick: Point analyses can get complicated. For example, the master plan can take negative points for height. At the site-specific reviews, no negative points would be given for height because the master plan already took the negative points.) (Ms. Crump: There are also situations where the master plan was eligible for positive points but the applicant has chosen to instead defer those points until the site-specific reviews.)

- Ms. Gort: On the North Gold Rush Lot, if the parking lot is going to be empty most of the time, that is a lot of paved hard surface. We don't give negative points because of the required parking? (Ms. Crump: They are not given negative points because the parking lot is fulfilling the requirements of a separate parking agreement. There will be a future application that discusses the site specific parking lot upgrades regarding landscaping, drainage, and lighting.) Does it have to be paved asphalt? (Mr. Kulick: Yes, parking lots must be paved per the agreement and the Development Code.)
- Mr. Frechter: Are the planned number of parking spaces greater than what can be parked there now? (Mr. Kulick: The area will be increasing to accommodate the loss of parking spaces from the South Gold Rush Lot and proposed employee housing.) So, there is not a net change in the number of spaces between the Lots? (Mr. Kulick: Correct, it is a wash.) Since the phasing is part of this amended Master Plan, the applicant can only progress so much on specific sites before moving to the next? (Mr. Kulick: Yes, there are certain targets that the applicant must meet. This is primarily for the Town to get the public benefits identified in the development agreement first.) Are they going to keep the north entrance to the North Gold Rush Lot? (Ms. Crump: I believe they are abandoning that entrance.)

Mr. Graham Frank, Breckenridge Grand Vacations: I think Mr. Dudick, myself, Mark Truckey, and Chris Kulick are the only persons that are aware of what Sarah has had to absorb, and now potentially forward. And it's astounding, because we've lived it the four of us over five years, but we're sitting here amazed at the presentation. So thank you, because this is a ton of information. And on the north gate/entrance, that is not a CDOT approved access, so no, it won't be perpetuated in the future.

The hearing was opened to public comment; there were no comments and the comment period was closed.

- Mr. Giller: Enormous amount of thought and hard work into this project. Thank you all. No comments.
- Mr. Gort: Thank you, all. I do think that is a lot of paved area for the North Gold Rush Lot. If something creative can be done, like pickleball courts, or something similar, that is a lot of paved area to only be used 20 days a year. That's my suggestion and my comment.
- Mr. Frechter: No comments. Good job.
- Mr. Leas: No further comments. To echo Mr. Giller, when I started as a Commissioner, we were introduced to this project. Some of us have seen all of the changes and can only begin to appreciate the work that you guys put into it. Thank you for all the work from BGV and Staff.

Mr. Giller made a motion to approve the Gondola Lot Master Plan Amendment, seconded by Mr. Guerra. The motion passed 6 to 0.

### **TOWN PROJECT HEARINGS:**

1. Carter Park Dog Park (CK), 500 S. High Street, PL-2024-0163

Mr. Kulick presented a proposal to construct various improvements to the existing Carter Park in Breckenridge, including landscaping, a new sidewalk, redesigned fencing, a shade structure, and additional drainage facilities. The project is necessitated to treat contaminated runoff from the Dog Park and adjacent uses.

#### *Commissioner Questions / Comments:*

- Mr. Frechter: Currently, the dog park has a small dog area. Is that the reason for that fence? Or will there be another small dog area?

Ms. Kristen Brownson, Public Works Assistant Director: We are considering both a small dog area and a large dog area. Currently, the small dog area is very small. As you can see from the plans, it's now split down the middle. We've been talking to our landscape architects about possibly adding another smaller area for the little, teeny tiny dogs so that they're not mixed in with the other dogs that are running so fast. So that is something we're considering and haven't come to hard conclusions yet. But yes, we want to keep the little dogs separated.

Ms. Gort: Does the separating fence in the middle open up? (Ms. Brownson: There is not an opening in the middle fencing. At the north or south entrance, you must choose which side of the dog park that you are entering. Those are the main gates and feature double gates so the dogs cannot run out.)

Mr. Scott Jackman, Streets and Parks Manager: Last Spring, we had to close the dog park a few weeks because of the melting snow and conditions. With this design, we could keep one side open and close the northwest side when conditions are at their worst.

Mr. Guerra: I don't have any questions. I do not have a dog, but I have seen a lot of the community using it. I am excited to see some positive changes at this location. (Mr. Jackman: We hear from the community it benefits the dogs, it's good to have a dog park, but it's also good for the owners. It's a social thing for some people.)

Ms. Propper: I saw that some of the planting beds are intended to discourage vehicles from entering parts of the park and I wanted to know whether there would still be paving in front of the pavilion? Will people still be able to drive cars down there if they're having an event at the pavilion and they need to unload? (Mr. Jackman: Yes, that's possible for someone having an event where they need to load in/loadout the pavilion. You can see three squares there on the plans; those are planter boxes. And our thoughts were just utilizing that to keep people from driving onto the lawn. Those are also able to be moved if needed.) Thank you. No other questions.

Commissioner Comments:

Mr. Frechter: If you are proposing to split the dog park, are you going to put water fountains in both sections? (Ms. Brownson: We had only planned for one, but maybe we'll look at two. That is a good suggestion.) Additionally, it would be nice if there was a coffee or concessions bar in this area. Seriously, an area for maybe an entrepreneurial coffee truck in the winter with provisions for electricity. I think hot chocolate and coffee in the winter and cold drinks in the summer would be nice.

Mr. Leas: That ties into the social aspect that you were speaking about.

Ms. Gort: I have no additional comments other than I have a dog and my dog loves the dog park. Thank you for keeping this community dog friendly.

Mr. Leas: I know there was a lot of effort put into this. Great job to Norris in designing it.

The hearing was opened to public comment.

Mr. Greg Jaspan, 220 Highland Terrace: First of all, we love the dog park. It's a wonderful amenity to Breckenridge, we've been using it since we moved here three years ago. So, I can't say enough about the social aspects and what it does for our dogs. Just a couple of comments, though. The berms and things like that, one of our concerns is that dog waste, if a dog goes behind the berms and the owners don't see it because the berm and so the dog waste is left. I don't know how you accommodate for that, but right now with the rocks in the northwest corner, a huge accumulation of waste there because of that. My concern is

with all the landscaping and things like that you're going to accumulate a lot more waste. Yes, there's a small dog park area now, which I heard you say you would make accommodation for some of our friends that do have smaller dogs. That will be a welcome addition to the show. (Mr. Jackman: We did hear that from the other community groups we work with. We proposed this plan and that was their first question. Where's the small, small dog park? And so, we are considering that and it's on the latest drawing on the north side. Right where you enter at the north side; it would be a small four-foot high fence, specifically for small dogs.) And that fence is being raised to five feet? (Mr. Jackman: That is correct. The perimeter fence we're suggesting five feet. We think because of the snow accumulation here and we see dogs jump in or out. We thought five feet is a good height. We know there's a lot going on here. There's a dog park, tennis courts, pickleball, the pavilion and weddings. We also heard comments that you should make the fence six feet, seven feet. We do not want the dog park to look like a compound for those that are having a wedding at the pavilion.) In Silverthorne it's six feet. So, making it six foot I think would prevent dogs from jumping as well as reducing injury. Right now moose can walk right over the fence.

There were no additional public comments and the public comment period was closed.

Mr. Giller made a motion to **recommend approval** of the Carter Park Dog Park Town Project, seconded by Ms. Propper. The motion passed 6 to 0.

**OTHER MATTERS:**

1. Town Council Summary

**ADJOURNMENT:**

The meeting was adjourned at 6:56 pm.

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Mark Leas, Chair

# Memo



To: Town Council  
From: Chris Kulick, AICP, Planning Manager  
Date: June 5, 2024 (for meeting of June 11, 2024)  
Subject: Policy 16A and 16R Amendments- Vehicle Oriented Drive-Through Development  
Second Reading

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Staff recommends adopting the attached amendment to the Development Code, Policies 16 (Absolute) Internal Circulation, 9-1-19-16A Section C. and repealing subsection B of 16 (Relative) Internal Circulation 9-1-19-16R regarding Vehicle Oriented Drive-Through Development.

The proposed amendment would add a new definition to the Development Code for “Vehicle Oriented Drive-Through Development” and amend Policies 16A and 16R to prohibit Vehicle Oriented Drive-Through Development. Staff recommends this amendment to be consistent with goals outlined in the Town’s Comprehensive Plan, the Joint Upper Blue Master Plan, the Breckenridge Destination Management Plan and the Sustainable Breck Plan. These Plans set goals establishing Breckenridge at the leading edge in mountain environmental stewardship and sustainable practices, reducing visitor and resident car traffic and associated transportation emissions; and creating a non-auto dependent destination resort community.

There have been no changes to this amendment since the first reading, held May 28, 2024. Staff is available to answer any questions.

**A BILL FOR AN ORDINANCE REGULATING VEHICLE-ORIENTED DRIVE-THROUGH DEVELOPMENT.**

**WHEREAS**, in 2008, the Town adopted the *Town of Breckenridge 2008 Comprehensive Plan* which promotes, among other things, small town characteristics, maintain the rich legacy as a mining boomtown, and to reduce congestion and dependency on the automobile;

**WHEREAS**, regulating vehicle-oriented drive-through development is furthermore consistent with *The Joint Upper Blue Master Plan*, adopted in 1997 and updated in 2011, projections on the capacity of the Town and its infrastructure and the increasing need to implement destination management plans and a variety of tools to create a non-auto dependent destination resort community;

**WHEREAS**, in 2022, the Town adopted the *Sustainable Breck Plan* with goals to reduce transportation emissions by 25% by 2030 and 91% by 2050 over the 2005 community baseline;

**WHEREAS**, in 2019, the Town adopted the *Breckenridge Destination Management Plan* which created goals for more boots and bikes, less cars, establishing Breckenridge at the leading edge in mountain environmental stewardship and sustainable practices, and reduce visitor and resident car traffic;

**WHEREAS**, regulating vehicle-oriented drive-through development is consistent with the Town’s overall policy goals related to land use, public transportation, and protecting the environment;

**WHEREAS**, regulating vehicle-oriented drive-through development is another policy to help reduce vehicle emissions and air pollution resulting from trip generation and idling vehicles, discourage excess paved areas to accommodate vehicle waiting, queuing, and maneuvering, and reduce conflict points between vehicles and pedestrians; and,

**WHEREAS**, regulating vehicle-oriented drive-through development is consistent with all of the Town’s adopted plans and is necessary to achieve the Town’s adopted goals.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRECKENRIDGE, COLORADO:**

1           **Section 1.** That a new definition be added to section 9-1-5, underlined to read as  
2 follows:

3 Vehicle Oriented Drive Through Development: The uses of land, buildings or structures, or  
4 parts thereof, to provide or dispense products or services, either wholly or in part, through an  
5 attendant, a window, or an automated machine, to persons remaining in motorized vehicles  
6 that are in a lane dedicated for that purpose. Examples include but are not limited to drive-up  
7 windows, menu boards, order boards or boxes, drive-in restaurants, and drive-up banks and  
8 automated teller machines. Vehicle Oriented Drive Through Development shall not include the  
9 direct refueling of motor vehicles, car washes, parking spaces used for customer pick-up or  
10 loading of goods or products purchased on-site or prior to the customer's arrival, or parking and  
11 loading spaces used for the donation of secondhand goods.

12           **Section 2.** That subsection C. of , 9-1-19-16A: POLICY 16 (ABSOLUTE) INTERNAL  
13 CIRCULATION: be renamed “Vehicle Oriented Drive Through Development” and be amended  
14 by deleting the language stricken and adding the language underlined to read as follows:

15       C. *Vehicle Oriented Drive Through Development:*

16       1. No drive-through window operations of any kind shall be allowed within the jurisdictional  
17 boundaries of the Town of Breckenridge. Districts 11, 17, 18, 182, and 19 of the town, as  
18 specified in the town's land use guideline district map.

19       2. ~~Outside of Districts 11, 17, 18, 182, and 19 of the town, as specified in the town's land use~~  
20 ~~guideline district map, drive-through window operations which create the need for additional~~  
21 ~~curb cuts onto any public street over and above those required to serve the project without the~~  
22 ~~drive-through operation will not be allowed. (Ord. 19, Series 1988; amd. Ord. 3, Series 2022)~~  
23 Except as otherwise provided in section 9-1-12, nonconforming structure, nothing in this section  
24 9-1-19-16A C. affects any Vehicle Oriented Drive Through Development existing prior to the  
25 effective date of this ordinance.

26           **Section 3.** That subsection B. of section 9-1-19-16R: Policy 16 (Relative) Internal  
27 Circulation is hereby repealed.

28           **Section 4.** This ordinance shall be published and become effective as provided by  
29 Section 5.9 of the Breckenridge Town Charter.

30

1 INTRODUCTION, READ ON FIRST READING, APPROVED AND ORDERED  
2 PUBLISHED IN FULL this 28<sup>th</sup> day of May 2024.  
3  
4 READ, ADOPTED ON SECOND READING AND ORDERED PUBLISHED IN FULL ON THE  
5 TOWN'S WEBSITE this 11<sup>th</sup> day of June, 2024. A copy of this Ordinance is available for  
6 inspection in the office of the Town Clerk.  
7 TOWN OF BRECKENRIDGE, a Colorado  
8 municipal corporation

9  
10  
11  
12 By: \_\_\_\_\_  
13 Kelly Owens, Mayor  
14

15 ATTEST:

16  
17  
18  
19 \_\_\_\_\_  
20 Helen Cospolich, CMC,  
21 Town Clerk  
22

23 ATTEST:  
24  
25  
26

# Memo



To: Town Council  
From: Sarah Crump, AICP, Planner III  
Date: June 5, 2024 (for meeting of June 11, 2024)  
Subject: Timeshare Overlay District Second Reading

---

The Town currently does not have any restrictions on the location of timeshare development and now has close to 900 fractional ownership units, with more anticipated based on current development approvals. In recent years, there has been considerable discussion about overcrowding in Town and the loss of the quieter shoulder season periods. In a previous April 9, 2024 work session, Council was introduced to various ways other jurisdictions regulate the development of timeshares and it was recommended that a timeshare overlay be used to prescribe the allowed location of future timeshare development in Town. Tonight, on second reading, staff is proposing a timeshare overlay district ordinance based on this recommendation.

Criteria for inclusion within the timeshare overlay considered parcels within land use districts that allow for commercial uses that support the ski area base and/or recommend ski area bed base or lodging accommodations uses as a guide. It has been previously expressed by the Council that it is important to retain the existing lower-density development characteristics of areas generally outside of the ski area base, which are incompatible with timeshare development.

Attached for Second Reading is the proposed Timeshare Overlay District ordinance. There were no substantive changes to the bill since first reading. A reference to clarify the intended regulation to limit future timeshare interest development to the overlay mapped area and a reference to the map as "Exhibit A" were incorporated into the bill.

**A BILL FOR AN ORDINANCE ADOPTING AN OVERLAY ZONE AMENDING  
REGULATION OF TIMESHARE INTERESTS.**

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF  
BRECKENRIDGE, COLORADO:**

**Section 1.** That section 9-1-5 entitled “Definitions” be amended by deleting the language stricken and adding the language underlined to read as follows:

**9-1-5: DEFINITIONS:**

Timeshare Interests: a dwelling unit within a multi-unit property, that has been divided into 13 or more interval estates, timeshare estates, timespan estates, or and other timesharing interests as defined in the Condominium Ownership Act, article 33, title 38, CRS, as amended from time to time or a dwelling unit where right-to-use for a specific amount of time is granted through a membership club, points system, or the right to use the dwelling unit is made through purchase or other contractual arrangements. The intermittent rental of a dwelling unit to the public or parties outside the system does not preclude the dwelling unit from being defined as a timeshare interest. Single-family, duplex, or townhouse dwelling units may not be developed as timeshare interests.

**Section 2.** That section 9-1-19-2A: Policy 2 (Absolute) Land Use Guidelines be amended by deleting the language stricken and adding the language underlined to read as follows:

9-1-19-2A: Policy 2 (Absolute) Land Use Guidelines:

Land use guidelines have been adopted for the town and surrounding areas by the Breckenridge town council. To promote the health, safety and general welfare of the community, all developments shall be reviewed against the land use guidelines and, where applicable, an approved master plan for the development of the property. Each development located within the boundaries of the Timeshare Overlay District, Downtown Overlay District, or the Cucumber Gulch Protection Overlay District as defined in the land use guidelines shall comply with all of the regulations applicable to such Overlay District.

- A. Timeshare interest development is only allowed within the Timeshare Overlay District mapped area boundary as adopted under Ordinance XX, Series 2024.

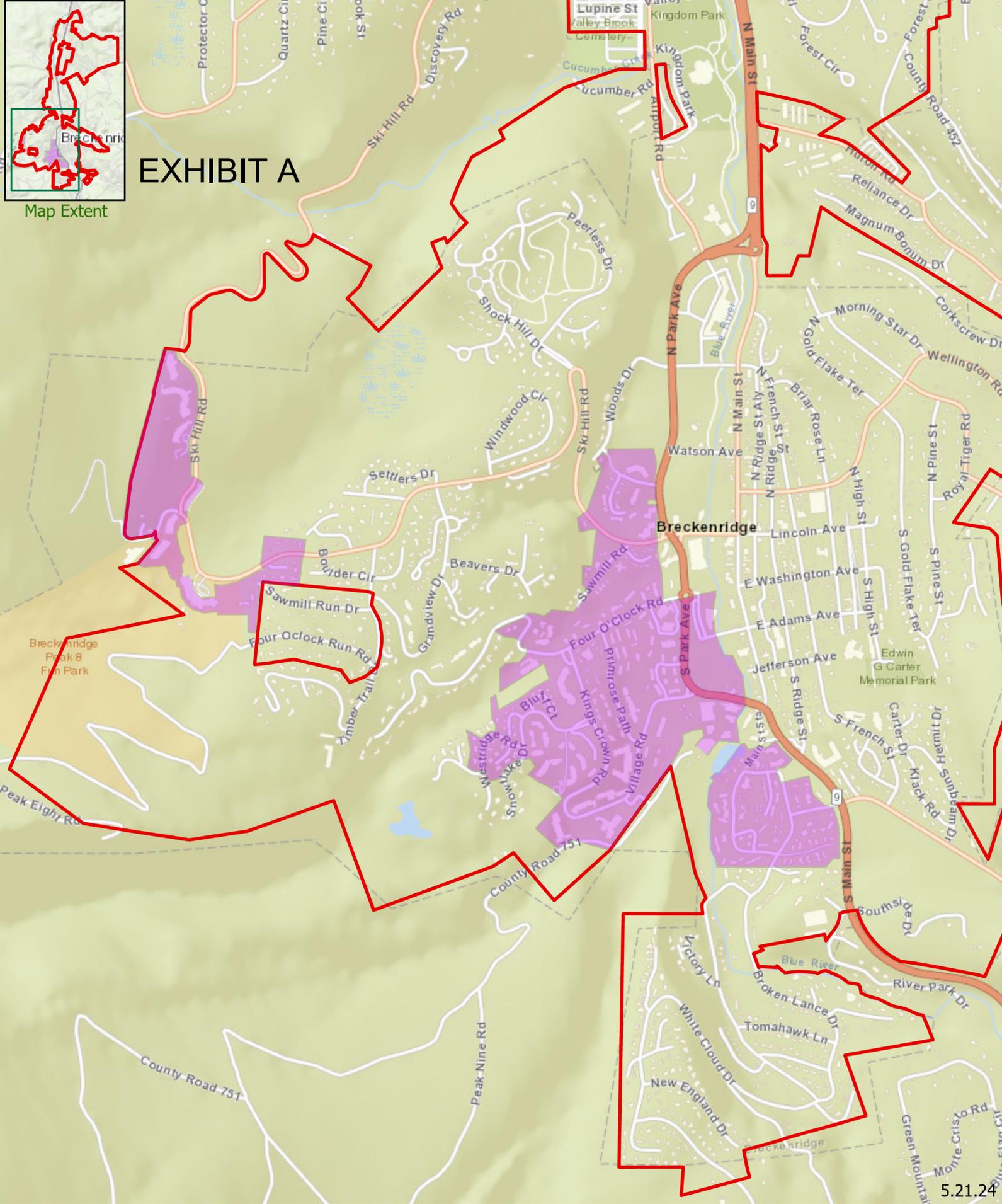
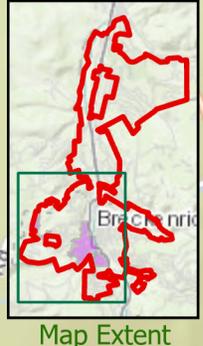


1 \_\_\_\_\_  
2 Helen Cospolich, CMC, Town Clerk

3  
4 ATTEST:

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7

# EXHIBIT A



Timeshare Overlay District  
Town of Breckenridge

- Town Boundary
- Timeshare Overlay District



# Memo



To: Town Council  
From: Clif Cross, Planner II  
Date: June 5, 2024 (for meeting of June 11, 2024)  
Subject: First Reading: Policy 3A Code Amendments

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During a work session on January 9, 2024, staff led a discussion with the Town Council regarding the use of vestibules within the Conservation District. The conversation included the use of permanent or temporary vestibules, historic structures and new construction, and the potential sustainability of using vestibules to reduce heat loss in buildings. Staff received direction during the work session from the Council to draft Code amendments that would allow for the installation of permanent vestibules on non-historic or newly constructed structures. The Council was specific on needing to set a cap on the square footage of the density bonus while ensuring the vestibule installations are compliant with the Handbook of Design Standards.

Staff have since worked on the included Code amendments for providing a density bonus for permanent vestibules under [Policy 3A: \(Absolute\) Density / Intensity](#). A summary of the proposed density bonus is below. Additionally, staff is proposing further clarification to a density bonus that is provided to properties limited to above ground square footage outside of the Conservation District under [9-1-19-3A\(I\)\(3\)](#).

#### Permanent Vestibule Code Summary:

1. An area of up to 40 sq. ft. of density may be exempt from the maximum allowed density on a commercial property.
2. No food and beverage service or storage may occur within the vestibule area.
3. The permanent vestibule is subject to the Handbook of Design Standards, specifically materials, placement, and design.

#### **Staff Recommendation:**

Staff recommends the Town Council approve the proposed Code amendments to Policy 3A at first reading.

Staff will be available at the worksession to answer any questions.

1 COUNCIL BILL NO. \_\_\_\_

2  
3 Series 2024

4  
5 **A BILL FOR AN ORDINANCE AMENDING POLICY 3A**  
6 **DENSITY/INTENSITY OF THE DEVELOPMENT CODE.**

7  
8 **NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE**  
9 **TOWN OF BRECKENRIDGE, COLORADO:**

10  
11 **Section 1.** That a new definition be added to section 9-1-5 and placed in  
12 alphabetical order, underlined to read as follows:

13 VESTIBULE: A small permanent anteroom, or foyer, no larger than forty (40) square  
14 feet, with doors in a series, leading into a commercial structure for the purpose of  
15 providing a barrier between the interior and exterior conditions. Permanent vestibules  
16 must comply with the Handbook of Design Standards and work harmoniously with the  
17 primary structure’s exterior materials and architectural design.

18 **Section 2.** That a new subsection 6. be added to section 9-1-19-3A H., entitled  
19 “POLICY 3 (ABSOLUTE) DENSITY/INTENSITY”, underlined to read as follows:

20 6. Permanent Vestibules in the Conservation District: Any commercial or mixed-  
21 use structure within the Conservation District that does not meet the definition of  
22 Historic Structure or Landmarked Structure, as defined in the Definitions section of  
23 this Chapter, may be permitted additional aboveground square footage for the  
24 installation of a permanent vestibule, even if the structure already exceeds  
25 applicable density limitations. The additional square footage shall be subject to the  
26 following:

27 a. Density Bonus: The additional square footage shall be the space necessary  
28 for an ADA compliant door arrangement, with a maximum of forty (40) square  
29 feet of additional density.

30 b. Design Standards: Vestibules shall comply with all priority policies of the  
31 “Handbook of Design Standards for the Historic and Conservation Districts”  
32 and work harmoniously with the primary structure’s materials and architectural  
33 design.

1 c. Setbacks: No vestibule shall be built within five feet (5') of a rear or side  
2 property line.

3 d. No food and beverage service, or storage, may occur within the vestibule.

4 **Section 3.** That section 9-1-19-3A: Policy 3 (Absolute) Density/Intensity,  
5 subsection I. 3, be amended by deleting the language stricken and adding the language  
6 underlined to read as follows:

7 3. Additional Square Footage: ~~For any single-family or duplex structure existing or~~  
8 ~~for which a development permit has been issued before the date described in~~  
9 ~~subsection I(1) of this section:~~ The below allowances shall apply for a single-family  
10 or duplex structure for which an originating development permit was issued prior to  
11 November 11, 2009 and where the below described additional square footage has  
12 not been taken advantage of previously. The below allowances shall not apply to  
13 any redeveloped home sites and new-build development, or any remodel or addition  
14 where at least 80 percent of the structure built prior to November 11, 2009 does not  
15 remain.

16 **Section 4.** This ordinance shall be published and become effective as provided  
17 by Section 5.9 of the Breckenridge Town Charter.

18 INTRODUCED, READ ON FIRST READING, APPROVED AND ORDERED  
19 PUBLISHED IN FULL this \_\_\_\_ day of \_\_\_\_\_, 2024. A Public Hearing shall be held at  
20 the regular meeting of the Town Council of the Town of Breckenridge, Colorado on the  
21 \_\_\_\_ day of \_\_\_\_\_, 2024, at 7:00 P.M., or as soon thereafter as possible in the Municipal  
22 Building of the Town.

23  
24 TOWN OF BRECKENRIDGE, a Colorado  
25 municipal corporation  
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29 By: \_\_\_\_\_  
30 Kelly Owens, Mayor  
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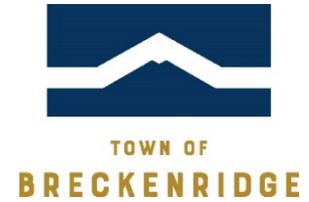
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Helen Cospolich, CMC,  
Town Clerk

ATTEST:

# Memo

To: Breckenridge Town Council Members  
From: Town Staff  
Date: 6/5/2024 (for the 06/11/24 work session)  
Subject: Public Projects Update



## **Public Works Fuel System Replacement**

The fuel system replacement project continues with concrete placement and underground electrical installation. This project is scheduled to be completed in early August.



Concrete has been poured for the fuel island.

Project Funding	
2023 CIP	\$750,000
TOTAL	\$750,000

## **McCain Access Road Construction**

The work on the McCain Access Road has slowed due to the discovery of poor soil conditions in much of the subgrade for the roadway. The design team is reviewing recommendations made by the geotechnical engineer for stabilizing the soils prior to constructing the road platform. The contractor will provide pricing updates for the changes; however, Staff expects there is adequate contingency remaining in the estimated budget to cover the additional costs.

Project Funding	
2024 CIP	\$9,400,000
2024 Estimated Budget	\$4,500,000

**Asphalt and Concrete Repair**

Columbine Hills Construction has completed overlay paving operations on Boreas Pass Road, Snowflake Drive, Watson Avenue, and Highlands Drive. Royal Tiger has been paved and the speed humps will be re-installed in the coming weeks. Adams Avenue is scheduled for repaving by the end of June. Full-depth replacement work is planned for Reiling Road and Silver Circle later this summer. Schedule updates can be found at [www.BreckRoads.com](http://www.BreckRoads.com).



Crews installing bike and pedestrian crosswalk bars on Watson Avenue.



This photo shows the milled roadway surface on Royal Tiger prior to repaving.

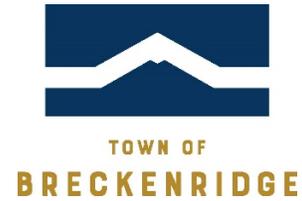
Project Funding	
2024 CIP	\$3,700,000
TOTAL	\$3,700,000

**Blue River Pathways**

Master Plan: Norris Design is working on an updated concept plan for the Gold Plan Alley and Sawmill Lot segment of the master plan based on the Town Council feedback received at the May 28<sup>th</sup> meeting. A second review of the overall master plan is being planned for an upcoming work session with the Town Council to offer a comprehensive look at the project corridor, goals, and connectivity options.

	Project Funding		
	2023 CIP	MMOF Grant	2024 CIP
Underpass Feasibility and Design	\$ 675,000	\$ 675,000	
Blue River Flow Analysis			\$ 250,000
Schoonover De-construction			\$ 350,000
Living Lab Bike Plaza			\$ 250,000
Food & Beverage Delivery Pilot			\$ 2,000,000*
TOTAL	\$ 675,000	\$ 675,000	\$ 2,850,000

\*includes estimated 2024 Supplemental Appropriation



# Memo

To: Breckenridge Town Council Members  
 From: Mobility Staff  
 Date: 6/5/2024  
 Subject: **Mobility Update**

## Breck Free Ride

The Free Ride is currently in its summer season. May ridership has been strong with an almost 38% increase over the previous year. Passenger trips averaged 5.6 miles, which is also higher than average. This May's snowy weather has certainly increased ridership with all routes seeing above average totals so far.

Staffing has been a challenge and has resulted in some operational changes which took effect on Saturday 5/25. The Purple Routes are now combined with Purple A running 6:15a-3:15p and Purple B running 3:45p-11:45p. The Trolley Route resumed service and will operate daily through the summer season.

Route	April				YTD			
	May '24	May '23	+/-	%	2024	2023	+/-	%
Gold	5,379	4,739	640	13.5%	34,812	27,689	7,123	25.7%
Green	1,905	2,972	-1,067	-35.9%	18,386	15,510	2,876	18.5%
Brown	-	-	-	-	233,069	-	-	-
Trolley	2,371	630	-	-	35,554	8,117	27,437	338.0%
Purple A	3,712	4,745	-1,033	-21.8%	52,158	52,352	-194	-0.4%
Yellow	-	-	-	-	216,593	-	-	-
Purple B	3,474	-	-	-	39,613	-	-	-
Gray	19,036	12,924	6,112	47.3%	68,169	382,248	-314,079	-82.2%
<b>TOTALS</b>	<b>35,877</b>	<b>26,010</b>	<b>9,867</b>	<b>37.9%</b>	<b>698,354</b>	<b>485,916</b>	<b>212,438</b>	<b>43.7%</b>

## Breck E-Ride

On Friday 5/31, a new hub was launched at the new Larkspur workforce housing development. In addition to serving Larkspur residents, this hub will also benefit the adjacent Pinewood Village 1 & 2, Kingdom Park, and employees/patrons at the Justice Center.

Breck E-Ride had a successful outreach table at the Town Clean Up Day event on 6/1, speaking with dozens of community members and having St Anthony's Hospital join to give out free bike helmets. There was a spike in ridership on 6/1 (251 trips), attributed to this event as well as to patrons attending the Broken Compass anniversary party, with at one point 28 bikes parked at the CMC hub location.

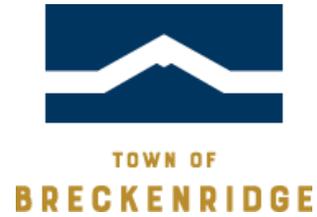
The Breck E-Ride also deployed a temporary event hub for Town Party, making it easy for participants to ride right up to the event, without needing to use a car.

Ridership through 6/2/2024: **2,785 trips**

Week	Date	# of Trips	Avg trip length (mins)	Avg trip distance (miles)
Pre-Launch	5/1 - 5/5	282	18.43	1.70
Week 1	5/6 - 5/12	167	15.33	1.32
Week 2	5/13 - 5/19	606	17.31	1.71
Week 3	5/20 - 5/26	600	16.90	1.46
Week 4	5/27 - 6/2	1130	18.06	1.66

Memberships sold YTD through 6/2/2024: **19 monthly memberships, 238 season memberships**

Membership type	Count
Monthly Pass	18
Seasonal Pass	133
Equity Monthly Pass	1
Equity Seasonal Pass	3
ToB Staff Pass	102



# Memo

**To:** Town Council  
**From:** Sustainability Staff  
**Date:** 6/11/24  
**Subject:** Sustainability Update

---

## Materials Management

### Materials Management Fee

MMF Payments as of 6/3/24

- 151/163 invoices paid

### Oops Tags

As part of a grant awarded by the Town, HC3 administers the Oops Tag program each summer targeting residential neighborhoods with curbside education on recycling. Oops Tags are friendly reminders that help reinforce good recycling practices and identifies room for improvement to correct contamination. Early indications of Breckenridge neighborhoods show a contamination rate of approximately 10% which is lower than the average Summit County contamination rate and lower than previous Oops Tag programs. Oops Tags are bilingual.

- Routes completed: 3
- Bins tagged: 144
- Most common contaminants:
  - Clamshell packaging
  - Plastic wrap
  - Cartons

### PAYT/URO Outreach

Staff continue to meet with HOAs/Property Management Companies to complete site visits on Universal Recycling compliance. To date staff has met with over 80 properties and continue to assist each property as needed. We have requested an update from haulers on how many of their commercial customers have received recycling containers and are compliant with URO per the June 2024 50% compliance deadline listed in the rules and regulations of PAYT/URO. We will continue to contact properties in an effort to schedule site visits and provide technical support.

### Plastics

Staff have visited 36 businesses since January and have attended several Restaurant Association Meetings to provide information on the upcoming July 1 deadline of the Plastics Pollution Reduction Bill. Businesses are provided with information on the ordinance and timeline including specific products will no longer be allowed effective July 1. [The resource also provides examples of alternative products businesses can use in their operations.](#) Once the ordinance takes full effect on July 1, random audits will be conducted to make sure businesses are compliant. Education and technical assistance will be used in the first year before more strict enforcement mechanisms will be applied. Outreach and education will continue with technical assistance being

provided on a case-by-case basis. A recent visit to City Market demonstrates the extent of compliance in advance of the deadline.



### E-Delivery & Logistics

Staff and 106West met with representatives from both the Breckenridge Tourism Office and Breckenridge Creative Arts over the past few weeks to share updates on the program and take any suggestions and feedback based on current plans. Staff feels the program was well received with some minor comments and suggestions that were taken back to the team. Event concerns were addressed for Snow Sculptures, Oktoberfest, Breck Bike Week, and BIFA. 106West has started sitting in on SEPA Committee Meetings to ensure event logistics are communicated early and often. BCA patron services can refer any general questions to [sustainablebreck@townofbreckenridge.com](mailto:sustainablebreck@townofbreckenridge.com) or logistics questions directly to 106West.

The Town has hosted three business roundtables and a tour in Vail to provide an overview of the program as well as answer specific questions. The FAQ page continues to be updated based on questions received. Staff will be available to provide more detail on the results of these roundtables. [E-Delivery + Logistics \(sustainablebreck.com\)](https://www.townofbreckenridge.com/e-delivery-logistics).

## **Renewable Energy**

### Tennis Center Solar

Installation of solar PV is ongoing at the Tennis Center with upgrades to the transformer already completed. Service line work and roof installation of the panels are ongoing. The system will be energized at an unknown date, pending utility interconnect and inspection. Once operational, the system is estimated to produce ~65% of the electricity needs of the facility.

## **Water**

The last week in May, staff met with HC3 and many other water districts/providers to discuss the summer water programming and outreach. Attached is HC3's slide deck, meeting notes/action items, and the case study from Peak One neighborhood's irrigation audit and upgrades.

HC3 wrote an Ask Eartha on watering schedules which has already generated some questions to the Town water department. [Ask Eartha: How will the new lawn watering schedule affect me? | SummitDaily.com](#) HC3 is also building out their landing pages for the turf replacement program and watering schedules. They should have a communications toolkit for partners no later than June 7th. Slide 6 shows the outreach done to date on watering schedules.

Related to Water Smart (irrigation assessments), HC3 still has rebates available. Staff have connected HC3 with Summit Community Management, a property management company with 22 properties. A handful of them are already interested in moving forward with water irrigation assessments and potential upgrades. HC3 is looking for 2025 funding for this project. A proposal will be included in the 2025 budget for Council's consideration.

Finally, staff have provided comments back to Launch Media on the water brand campaign. Attached is the revised creative brief. We are still on schedule to have something released to the public mid-June alongside any other water conservation messaging from HC3. June will be all about water!

[Water in the West Series: Low Water Gardens – High Country Conservation Center](#)

[Water Smart Irrigation Assessments](#)

[Turf Replacement](#)

[Unified Watering Schedules](#)

**2024 Irrigation Season Preview**  
**Thursday, February 23, 2024**  
**1pm-2:30pm**

**ACTION ITEMS:**

- HC3 to send out Peak One case study (included in meeting followup email)
- HC3 to send out turf replacement FAQs and all other communications/resources once live (no later than June 7 but possibly as early as June 3). Include code considerations in FAQs.

**In Attendance:** Laura Lynch, Jessie Burley, Hilary Sueoka, Mark Helman, Ahsley Brubaker, Ryan Thompson, Will Yates, Tom Oberheide, Angelique Justich, Ed Pankevicius, Kristi D'Agati, Troy Wineland, HC3 Staff including Andrii Iwashko, Christy Turner and Rachel Zerowin

**Meeting Goals**

- Understand community-wide irrigation programs offered by HC3.
- Share jurisdictional updates, learnings and/or challenges related to water conservation.

*HC3 presented on the following topics – see attached slides for reference and details.*

**2024 Irrigation Season & Beyond (45 minutes)**

**a. Irrigation Assessments & Rebates**

1. Per Ryan's question, HC3 welcomes contacts/leads from HOA boards along with residents, property managers, any sector.
2. Jessie requested Peak One Case Study details
3. Mark noted that Town of Dillon Assessments are conducted free by town staff certified in QWEL. Tom noted that these and other provider activities are helpful to share with Board who always wants to know what other jurisdictions are doing.
4. Per Jessie's question, HC3 has plenty of capacity for conducting assessments in 2024 however will be seeking funds for continued work in 2025.

**b. Watering Schedules**

**c. Turf Replacement Pilot Program**

1. Ryan requested FAQ sheet on the website for sharing with customers; HC3 to send resources and resident info to group once live.
2. Jessie noted an example of a resident giving up on turf replacement due to inability to meet codes (related to impermeability). HC3 to ensure FAQs including language on navigating codes in their community. Include Firewise considerations.

3. Dillon is designing a low water area in new park so residents can see what it can look like. Hoping to have first stage installed this summer.
- d. **Public Outreach & Events** ([Save the Date: June 19](#))
- e. **Industry Workshops**
- f. **Planning for 2025**

### **Group Updates (30 minutes)**

**Breckenridge:** Monthly billing and new rate structure started in January. Tiers include 0-3,000 gallons, 3,000-10,000, above 10,000. Other projects include: Turf replacement on ballfields - artificial turf – extended season for kids; continued pursuit of separate irrigation meters (esp. on existing buildings, new buildings must have separate meters); New Water Marketing promoting tap water – great tap water for free; Water meter project – trying for a DOLA grant – results in July; Leak detection work has proved insightful to identify and address underground leaks; Turf replacement at Ice Rink.

**Frisco:** Completed water Loss phase 2 and tested master meters resulting in reassurance that meters are performing as intended. Pending turf replacement project at Town Hall. Water billing now has option for people to click and see what their water usage is

**Copper Mountain Metro:** Smart meters funded through state grant (outcome of 2018 water efficiency plans) have been successful with large reductions in water loss. Interest in connecting with Frisco re: water loss phase 2/master meter testing.

**Silverthorne:** Multiple projects underway including smart meters to be installed in fall, updating landscape code and water goals in strategic plan for reducing internal/town and system demand.

**Summit County Government:** After completing fall Growing Water Smart Event, planning staff applied for a grant to overlay water and wastewater availability with future development plans. Also pursuing turf replacement at the Old County Courthouse.

**Dillon:** Working on a native demonstration site in Town Park to help educate residents on low water landscapes. First phase this summer.



# Water Smart

Spring Provider Update: May 23, 2024



**HIGH COUNTRY**  
CONSERVATION CENTER

# Meeting Goals

- Understand community-wide conservation programs ahead of irrigation season
- Share updates, learnings and successes among the group



# Water Smart

## Why Water Smart?

To motivate and help residents, businesses, and homeowners' associations (HOAs) in reducing water used for irrigation.



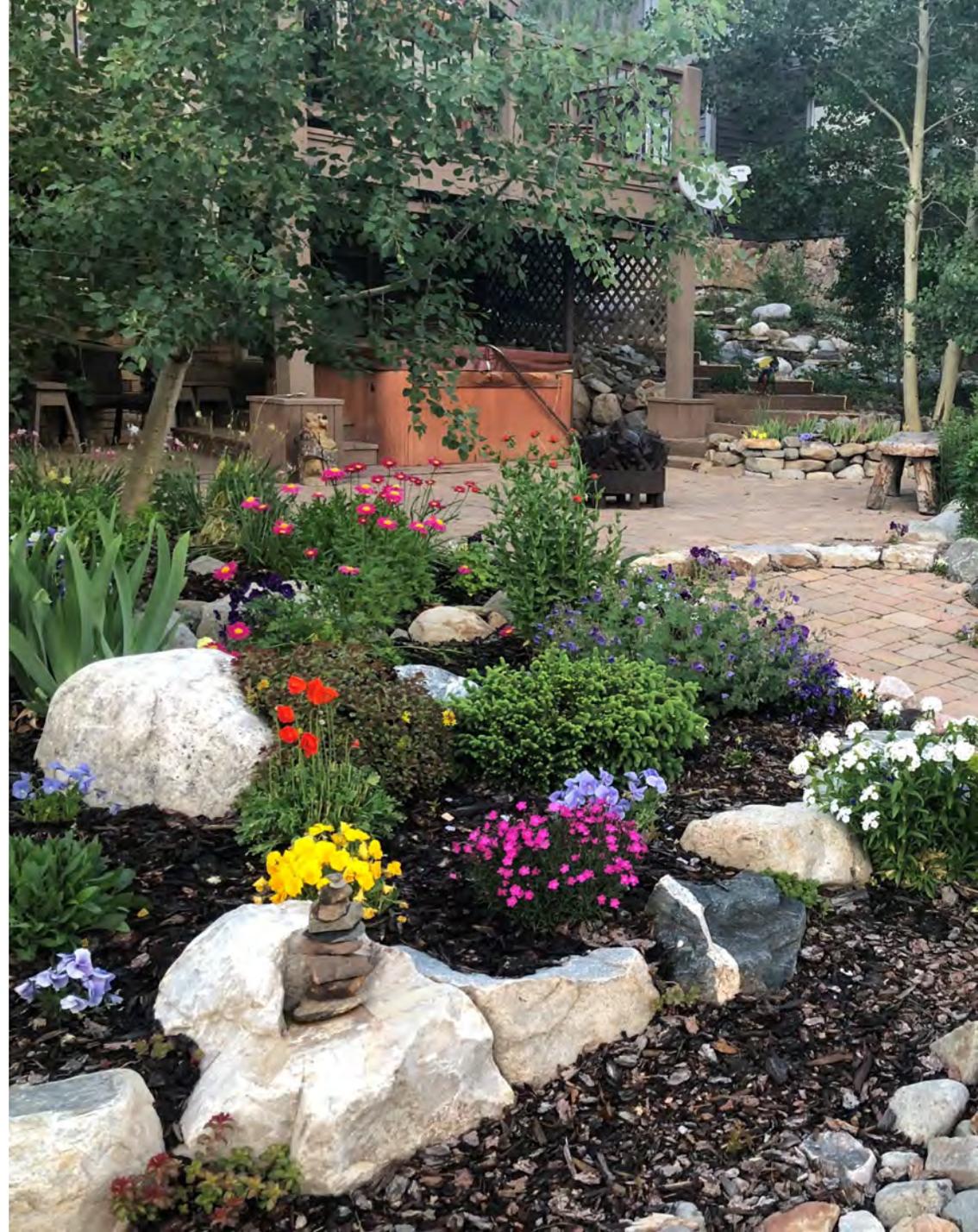
# Water Smart

## On-the-Ground Initiatives

- Assessments for Grass Lawns
- Turf Replacement (new)
- Public Outreach & Events
- Professional Training

## Support for You

- Community Collaboration
- Grants & State Opportunities



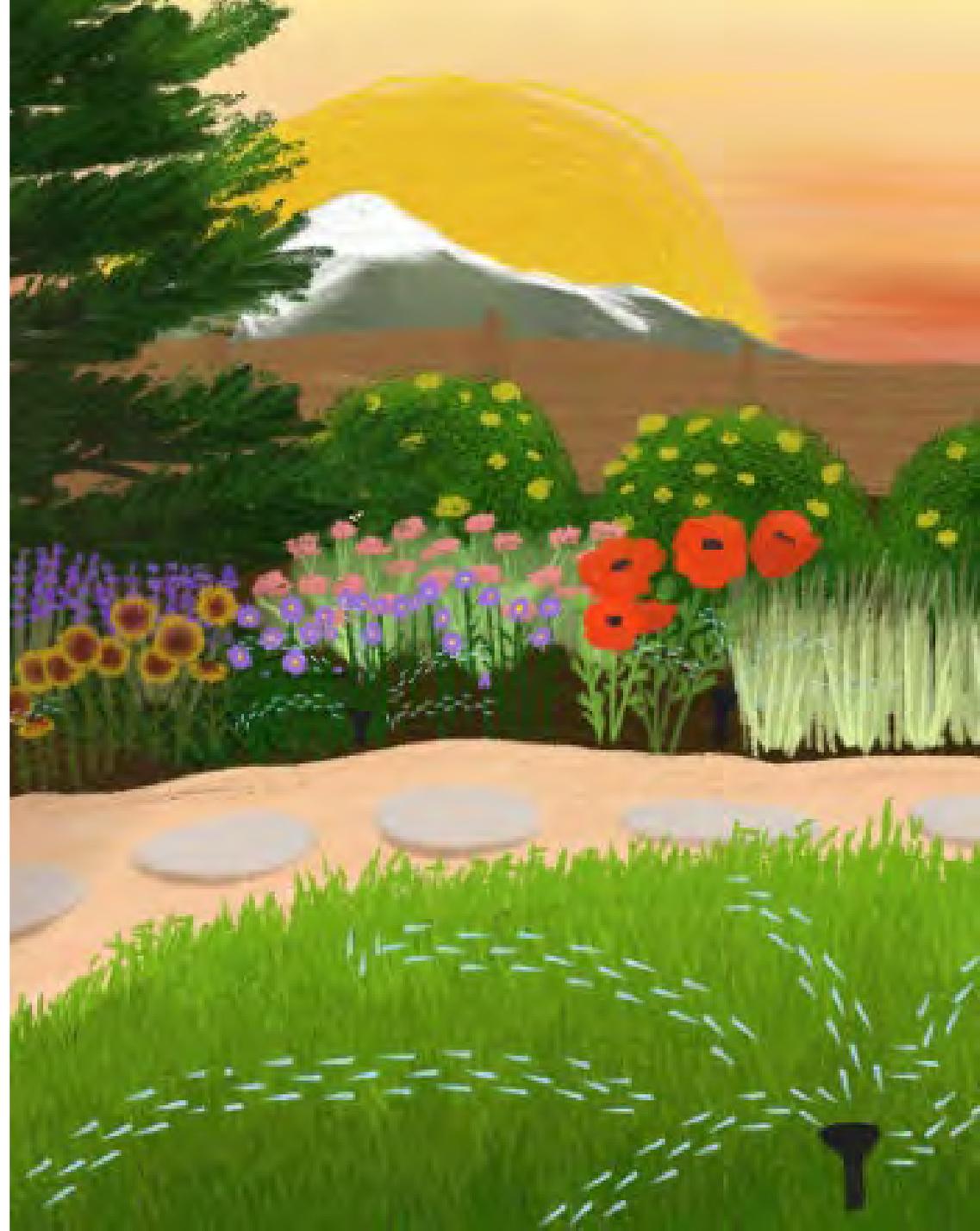
# Assessments

- Targeting large water users
- Rebates cover assessments + upgrades
- Notable recent/upcoming:
  - Peak One (Frisco, cut use in ½)
  - Mountainside (Frisco)
  - Wellington (Breckenridge)
  - School District (Frisco)
- State/River District grants end this year



# Watering Schedules

- Messaging tool & conversation starter
- Outreach to date: Landscaper workshop, Summit Garden Club, Ask Eartha, HOAs
- Upcoming outreach: events, advertising, additional HOA and landscaper outreach, promotional tools for governments and landscapers

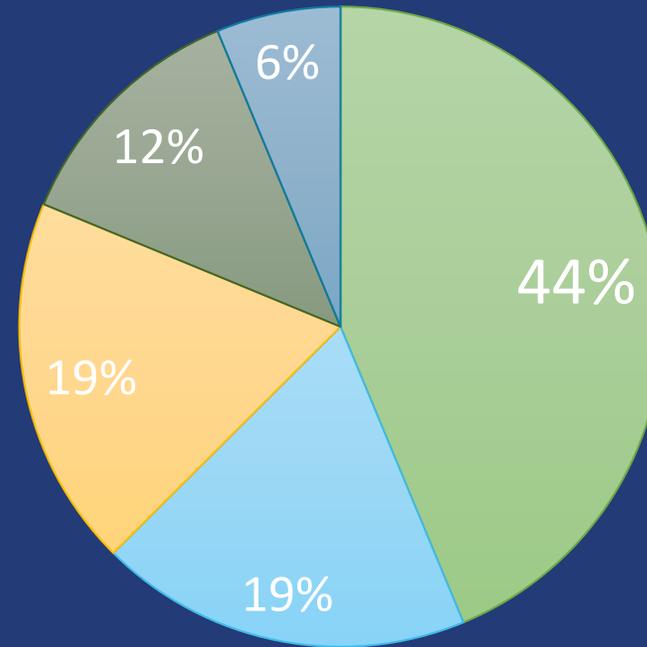


# Summit County Irrigation Schedule

Last full number in address is even	Nights to water: Tue, Thu, Sat	Time to water: Overnight, 6pm – 9am
Last full number in address is odd	Nights to water: Wed, Fri, Sun	



# What is the biggest barrier you anticipate in getting clients/properties to follow the new schedules?



- Schedules not mandatory
- Inability to water all zones of large properties within window
- Client believes daily watering necessary for green grass
- Our organization believes daily watering necessary for green grass
- Other

# Turf Replacement

Pilot Program funded by State legislation. Rebates for 3-5 partners.

- May 24: site visits + info gathering
- May 31: recommendations sent to site contacts
- June: commitments due
- July-September: projects underway
- October: rebates distributed

Resident resources online in June.



# Save the Date

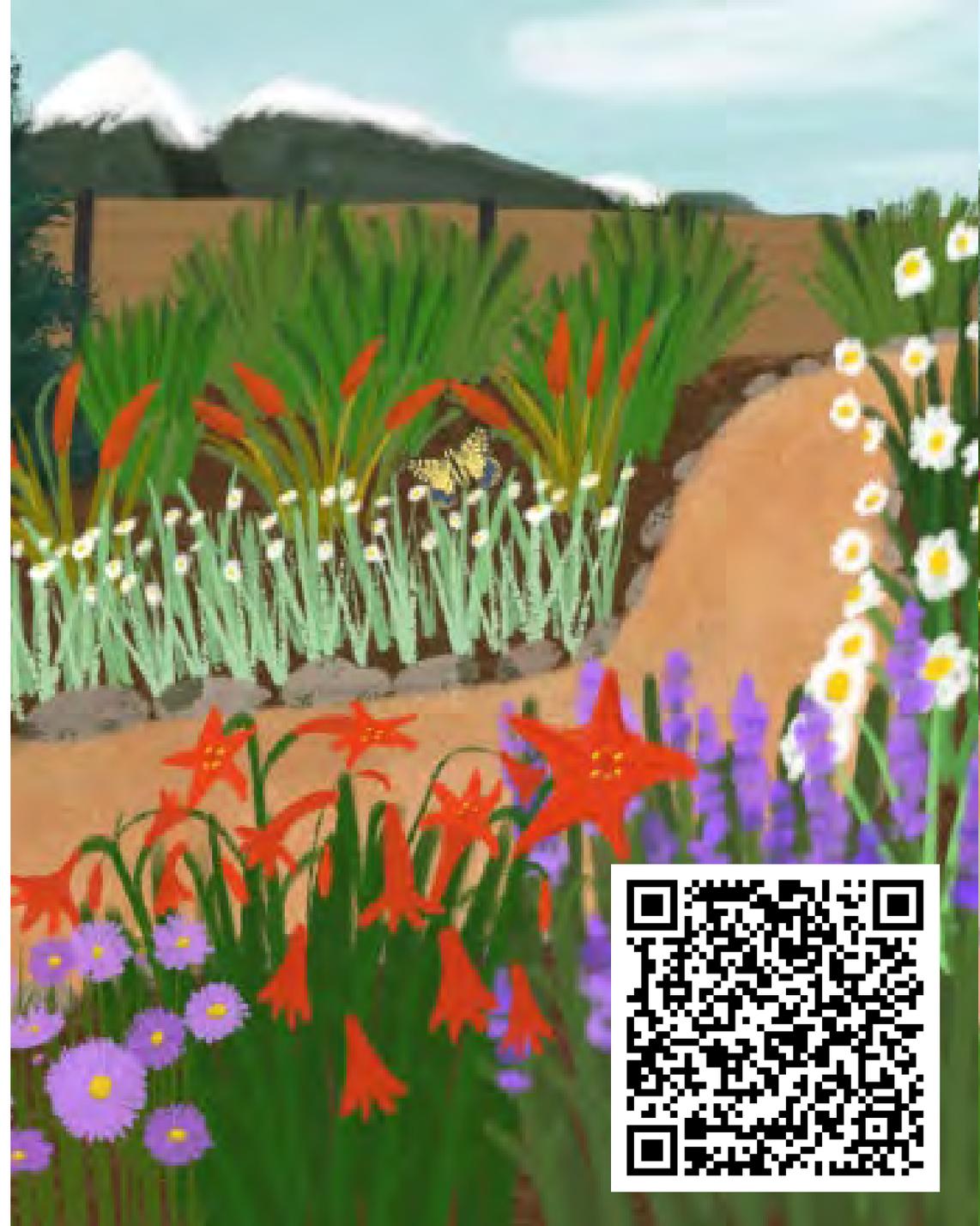
Water in the West: Low Water Gardens

Wednesday, June 19, 5:30-7pm

Mi Casa Mexican Restaurant & Cantina

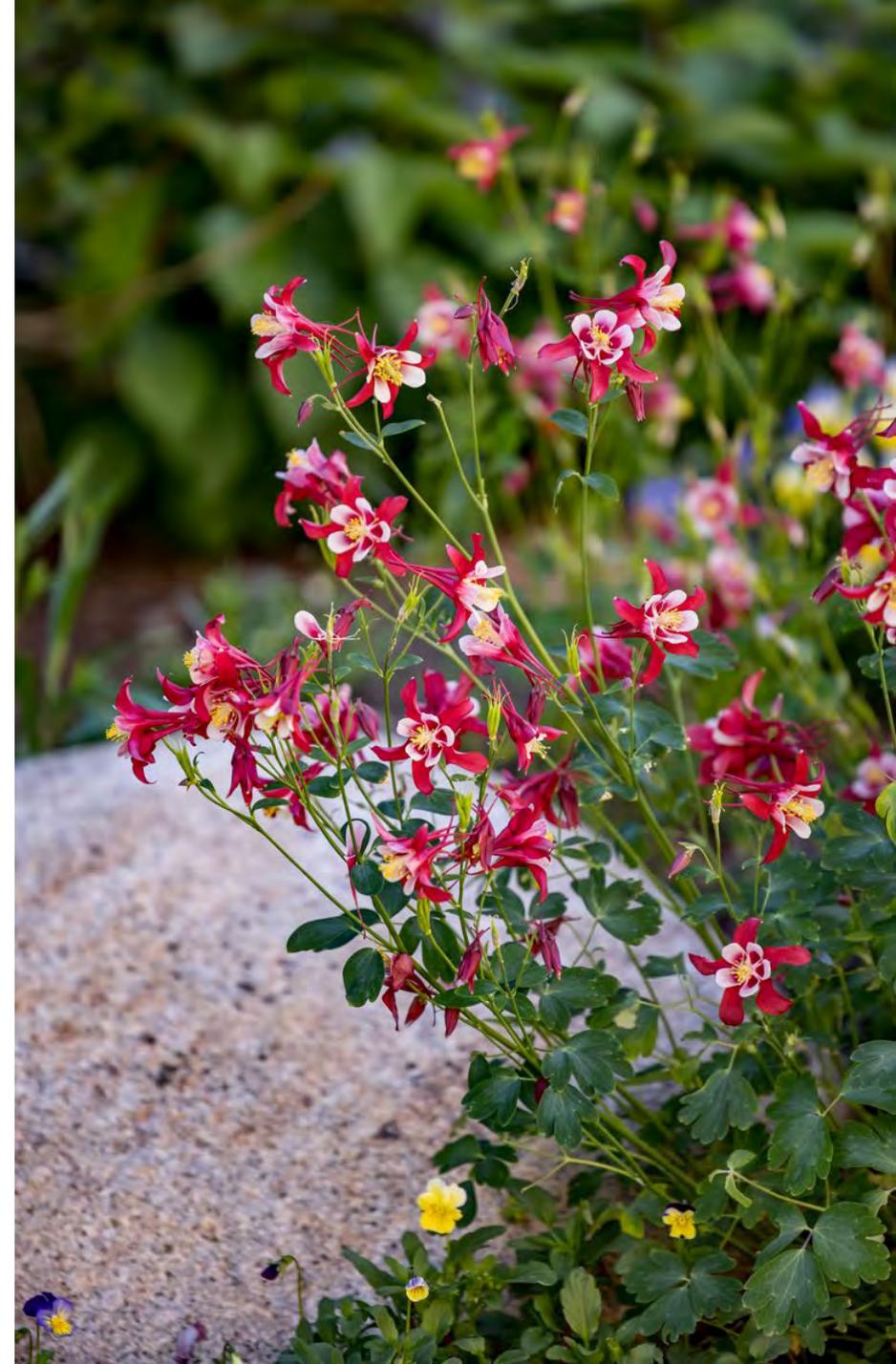
Expert Panel Discussion Followed by  
casual Q&A in the Alpine Garden

- Laura Lynch, Town of Breckenridge Water
- Jesse Yedwab, Great Pines Landscaping
- Alicia Dunn, Summit County Garden Club



# Addtl. Public Outreach

- Water in the West series (third Wednesdays June-September)
- June/July photo shoot to highlight local low-water landscapes
- July HOA workshop promoting assessments
- Targeted partnerships and cold calling
- Marketing & advertising



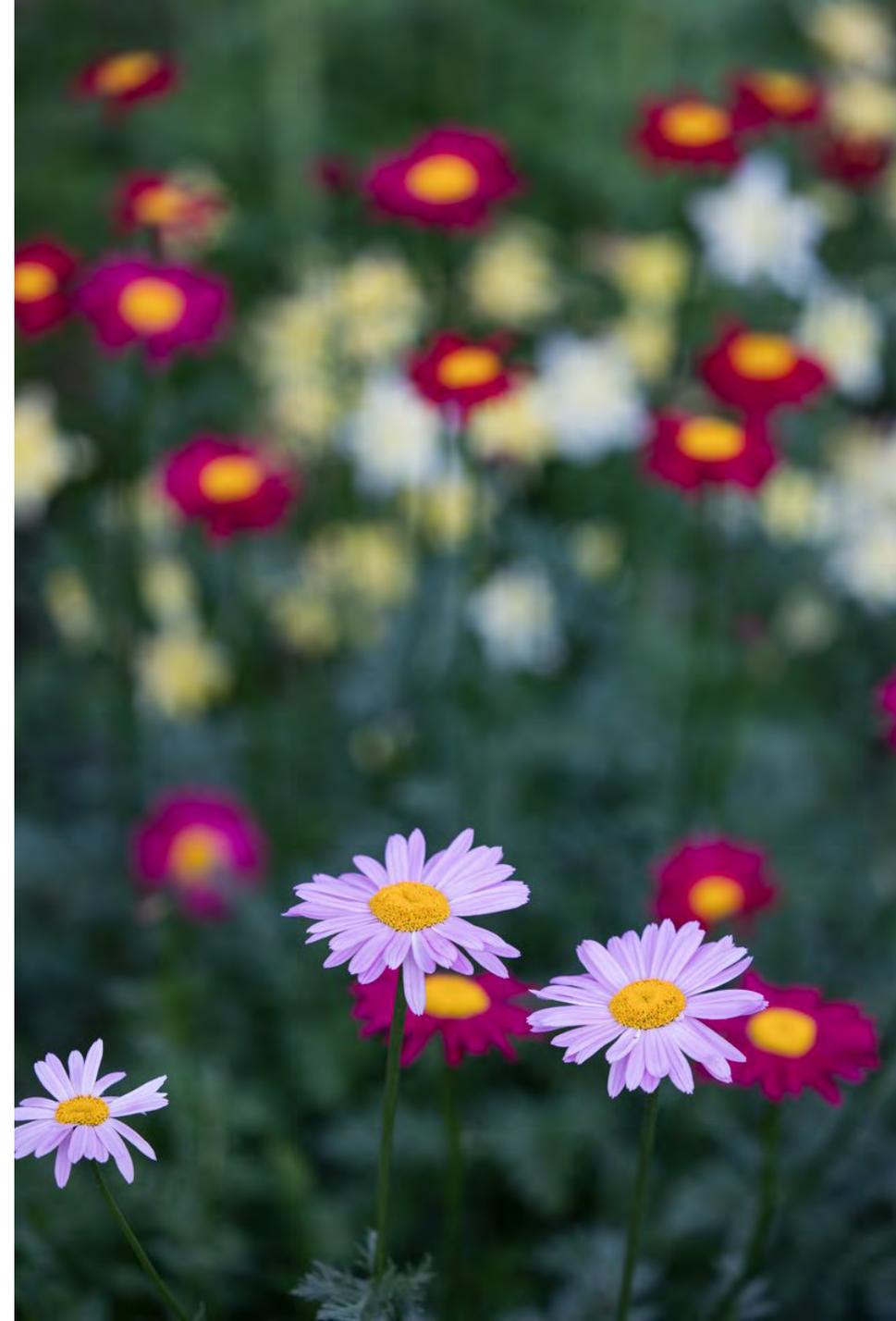
# Professionals

- Pre-season calls / check-ins
- May 9 Workshop: Spring Checklist & Troubleshooting (QWEL CEUs)
- Late summer workshop, details TBD



# 2025 & Beyond

- Bureau of Reclamation (BOR) grant submitted to update Water Efficiency Plans in 2025. Update expected in October; seek Water Plan Grant if denied.
- Targeting 2025 BOR Submittal for Water Smart programs.
- Consider what YOU need from HC3.



# Group Discussion

- What are you working on?
- What's working well?
- What concerns you?
- How can HC3 support you?



# SAVING MONEY WITH WATER SMART

## PEAK ONE NEIGHBORHOOD HOA, FRISCO

Offered by the High Country Conservation Center (HC3), Water Smart helps locals use less water on their lawns through irrigation assessments conducted by certified professionals. After the assessment, residents can access rebates to upgrade their irrigation system, saving both water and money.

## BY THE NUMBERS

- Total Project Cost: \$12,843
- Total Rebates: \$3,500
- Annual Savings: \$3,891 (51% of irrigation watering bill)
- Payback Period: 2 years, 5 months
- Ten-year Savings: \$29,567

The water use analysis compared 2023 to 2019, the year with the most similar summer precipitation and temperature data. Both were relatively wet years, meaning that hotter, drier years would see both increased costs and savings. Savings are projected to remain at 51% of the irrigation water bill.

## PROPERTY DESCRIPTION

Peak One Neighborhood, a workforce housing development consisting of 69 duplexes and single family homes, completed constructed in 2015. The irrigation system assessed includes 120 zones servicing the entire HOA including common areas, green spaces, and individual lawns. Water costs and system maintenance are paid by the HOA and funded through monthly dues. Each home includes an individual lawn watered by the HOA system and otherwise cared for by the individual homeowner. The HOA contracts with Thetford Landscaping to monitor and maintain the system, which was installed around 2013 by a different landscaper.



# SAVING MONEY WITH WATER SMART

## CHANGES MADE

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1. Installed advanced weather sensor that adjusts run times relative to onsite weather
2. Repaired, replaced and transitioned to efficient, matching heads system-wide
3. Replaced 240 nozzles to improve water distribution
4. Identified and repaired broken pipes
5. Educated homeowner leads who informally monitor the irrigation system
6. Improved soil health with compost application



## PROJECT SUCCESSES

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In partnership with Thetford Landscaping, Peak One's combined efforts to improve their irrigation systems and improve soil health decreased their water use by 51%, resulting in \$3,891 savings in 2023 alone. Thetford Landscaping emphasized the dual benefits of water conservation and financial savings. The project not only addresses immediate issues but also promotes long-term water efficiency, setting a precedent for responsible water use in the community.

“

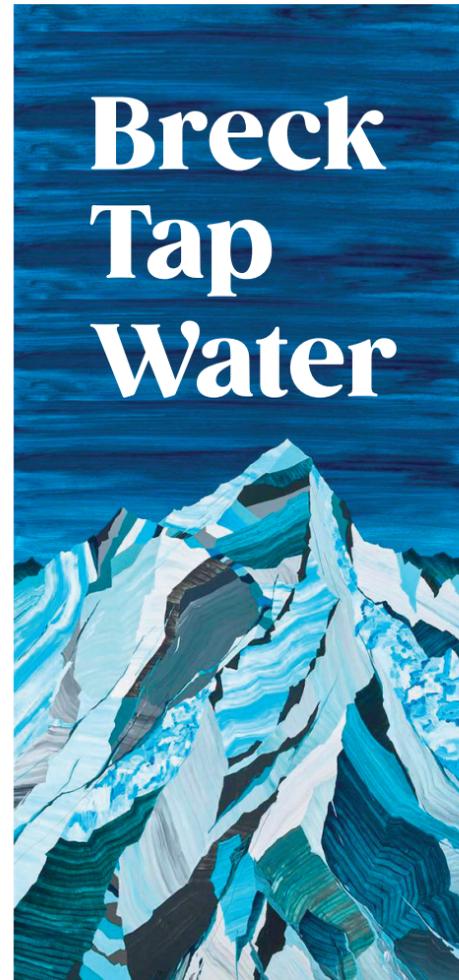
By tuning irrigation systems we are able to gain water efficiently and thus water conservation. This does not come at the expense of the landscapes needs or appearance. Our goal is to have a win, win scenario where money is saved for the client, water is saved for the water purveyor and the community places a high value on water.” - **Drew Goldsmith, Principal of Thetford Landscaping and Irrigation**

”



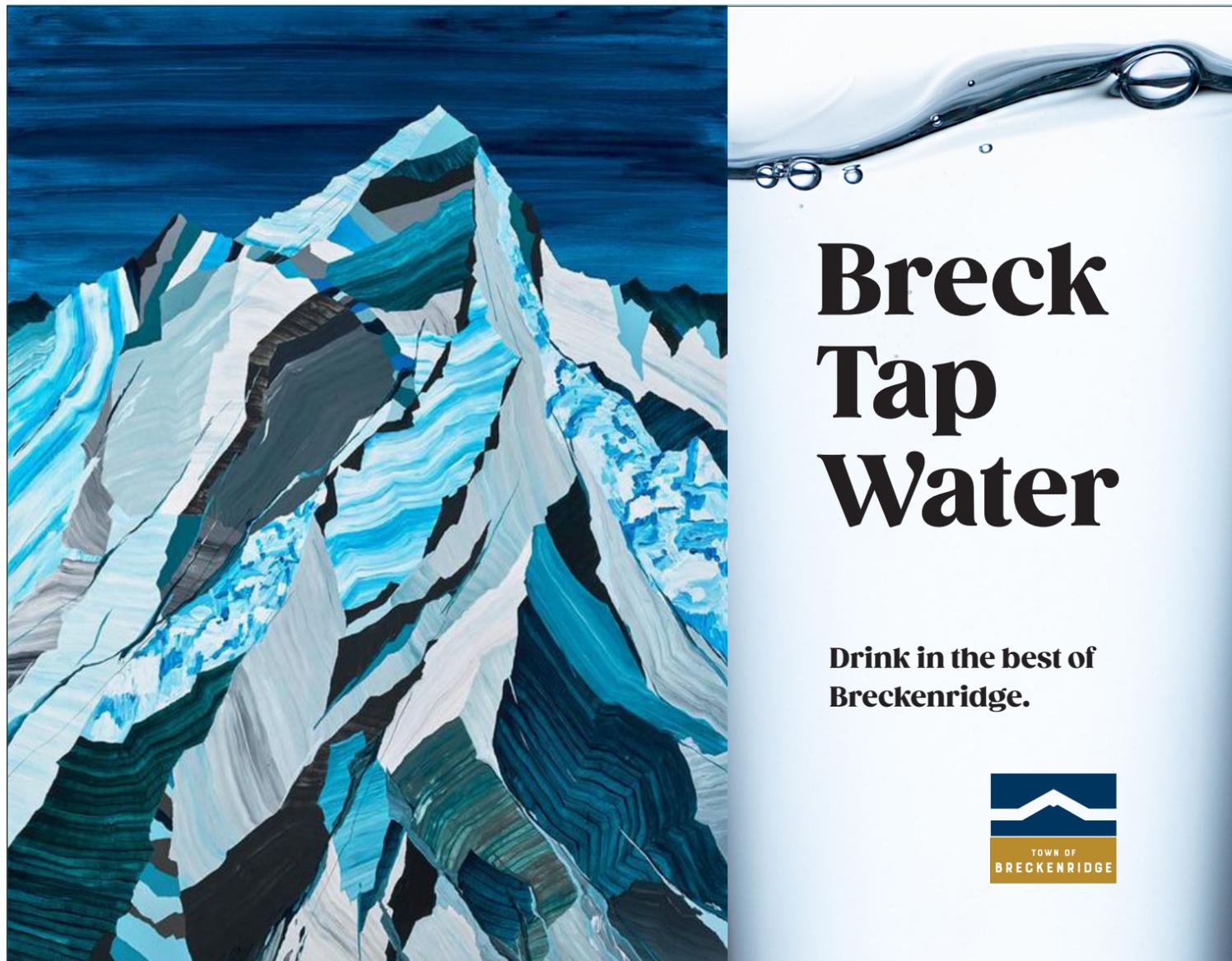
# **Breckenridge Tap Water**

**Breck Tap Water Brand:**



**Drink in the best of Breckenridge.**

## Campaign Introduction:



sample copy:

### **Pure water from our Rocky Mountain peaks.**

In a world of limited natural resources, we are fortunate to have clean drinking water available right from your taps. Breck water is sourced from the headwaters of our highest peaks and purified for your safety. You'll find more than 20 convenient water refill stations available at our town facilities and parks. No need to buy drinking water. Bring your reusable bottle and hydrate for your health.

**Drink in the best of Breckenridge.**

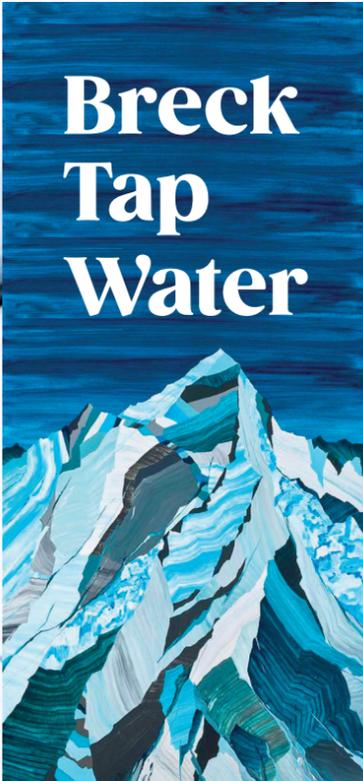


sample copy:

**Pure water from our  
Rocky Mountain peaks.**

In a world of limited natural resources, we are fortunate to have clean drinking water available right from your taps. Breck water is sourced from the headwaters of our highest peaks and purified for your safety. You'll find more than 20 convenient water refill stations available at our town facilities and parks. No need to buy drinking water. Bring your reusable bottle and hydrate for your health.

**Drink in the best of Breckenridge.**



**Breck  
Tap  
Water**

**We're proud to provide pure water from  
our Rocky Mountain peaks.**

Drink in the best of Breckenridge.



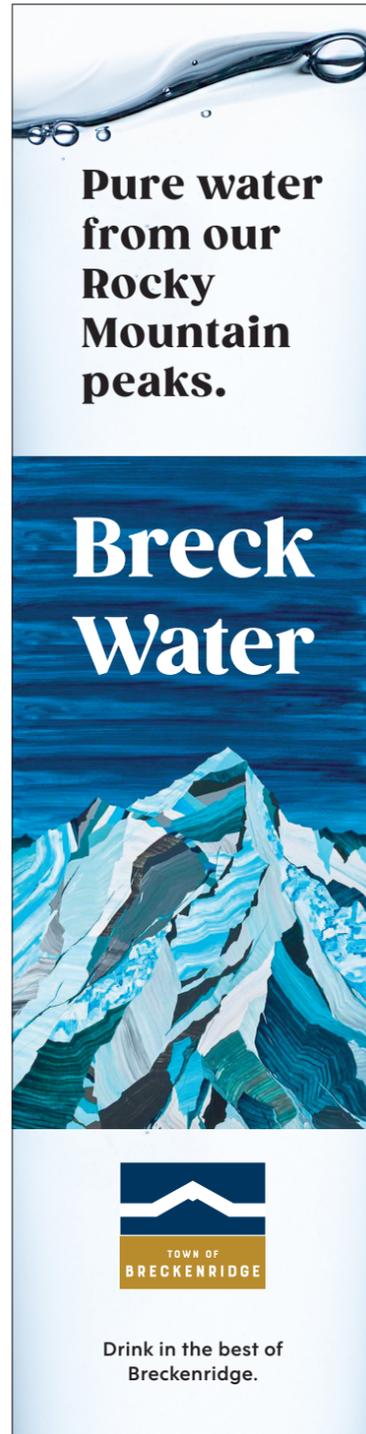
sample copy:

**We're proud to provide pure water  
from our Rocky Mountain peaks.**

No need to buy drinking water. Our town water is sourced from the headwaters of our highest peaks and purified for your safety. Turn to your taps, and hydrate for your health.

**Drink in the best of Breckenridge.**

**Point-of-Pour:**



Pure water from our Rocky Mountain peaks.

# Breck Water



Drink in the best of Breckenridge.



**Summit Stage**  
**May 29<sup>th</sup>, 2024**  
**Transit Board Meeting**

**Notes from current meeting:**

- Keystone Resort did a presentation expressing a concern with the free parking lot at River Run being poached by skiers of Arapahoe Basin who are being transported by the Stage to and from that mountain. Keystone did not make a request for action or recommendation on changes but asked the Board to help with a solution to the issue.
  - The Board believes they understand the issue and will investigate recommendations for a future meeting. Initial sentiments are this is a parking issue not related to the Summit Stage, but staff and the Board will investigate options and report back
- With Chair Kent Willis stepping down at the last meeting, the Board asked for candidates to hold the Chair position. Having only one candidate, Matt Hulseley was voted in as the Chair of the Stage Board for the next year.
- The Stage is doing an update to their previously adopted policies related to Facility Use and Code of Conduct. The updates will allow for more consistent enforcement by the Sheriff's Office of riders that ride the bus without a destination and/or set up during building open hours at Transit Centers.

**Ridership:**

- Total April 2024 fixed-route ridership was 96,759. A 9.3% decrease from April 2023 ridership of 106,642.
- Ridership changes by Route April 2023 vs. April 2024:

<b>Route</b>	<b>% Difference (Gain / Loss)</b>
Breckenridge - Frisco	-3.5%
Frisco - Silverthorne	-9.8%
Copper - Frisco	-2.9%
Keystone/Dillon/Silverthorne	-11.5%
SMF Breck - Keystone	-28.4%
SMF Keystone - ABasin	-46.2%
Boreas Pass Loop	-5.9%
Free Ride Purple Contract	-38.8%
Silverthorne Loop	10.6%
Wilderness Loop	-4.1%
Blue River Commuter	16.0%
Lake County Commuter	17.5%
Park County Commuter	13.9%
<b>Total</b>	<b>-9.3%</b>

- The Purple Contract shows -38.8%. This is related to changing the route from an AM Purple A/PM Purple B, to dueling Purples all day. Prior to this year, the Stage was given all ridership for the Purple routes. This year, the Free Ride is recognizing the Purple A ridership, and the Stage receives the Purple B ridership per the contract that is in place.



TRANSIT DEPARTMENT

970.668.0999 ph | 970.668.4165 f  
www.SummitStage.com

0222 County Shops Rd. | PO Box 2179  
Frisco, CO 80443

AGENDA

Summit County Transit Board Meeting

8:15am Wednesday, May 29<sup>th</sup>, 2024

In Person at the **County Commons Building, Mount Royal Room**, 37 Peak One Dr, Frisco, CO 80443

Breakfast Items Provided

I. Welcome and Introductions

II. Approval of Minutes

Motion \_\_\_ 2<sup>nd</sup> \_\_\_ Approved \_\_\_ Rejected \_\_\_

III. Agenda Changes

Motion \_\_\_ 2<sup>nd</sup> \_\_\_ Approved \_\_\_ Rejected \_\_\_

IV. Recognition of Guests and Public Comment

- a. Keystone Resort – Proposal of Route Changes

V. Monthly Update Items

- a. Financial Report (Chris Lubbers) 3 minutes
- b. Operations Report (Chris Lubbers for Alex Soto) 5 minutes
- c. Planning Update and Microtransit (Ann Findley) 7 minutes

VI. Agenda Items

- a. Outgoing Members, Kent Willis Recognition 3 minutes
- b. Chairperson Discussion 10 minutes
- c. Update to Previously Adopted Policies (Code of Conduct/Facility Use) 5 minutes
- d. Swan Meadow Village Project (Chris Lubbers) 5 minutes

VII. Adjournment

Motion \_\_\_ 2<sup>nd</sup> \_\_\_ Approved \_\_\_ Rejected \_\_\_



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### **SUMMIT COUNTY TRANSIT BOARD MEETING**

Wednesday, April 24, 2024, 8:15 a.m.

#### **SUMMARY MINUTES**

#### **I. CALL TO ORDER**

The monthly meeting of the Summit County Transit Board on Wednesday, April 24, 2024, was called to order by Chair, Kent Willis at 8:15 a.m.

#### **II. ROLL CALL**

Board Members present and answered to the roll call were:

Kent Willis, Chair – Town of Frisco  
Becky Bowers - Upper Blue Basin (At Large Member)  
Tony Camarata – Arapahoe Basin Ski Resort  
Tom Daugherty – Town of Silverthorne  
Candace De - Ten Mile Basin (At Large Member)  
Katrina Doerfler (remotely) - Lower Blue Basin (At Large Member)  
Kyle Hendricks – Town of Dillon  
Scott Hoffman – Summit County  
Matt Hulsey – Town of Breckenridge  
Susan Juergensmeier (remotely) – Snake River Basin (At Large)  
Eric Mamula – Summit County  
Chris McGinnis – Town of Frisco  
Scott Verlinde – Keystone Ski Resort

Guests present: Miriam Garcia, Mountain Dreamers; Peter Bakken, Director, Mountain Dreamers; Liliana Rodriguez Lozalo of Summit Cove; Lisa Holenko, Frisco Town Councilmember.

Staff present were as follows: Chris Lubbers, Transit Director; Alex Soto, Operations Manager; Ann Findley, Planner; Tracy Colvin and Vivian Pershing, Admin.

#### **III. APPROVAL OF MINUTES AND AGENDA**

The minutes from the March 27, 2024, Summit County Transit Board monthly meeting and April 24, 2024 meeting agenda were reviewed. Tom Daugherty moved to approve the minutes and agenda, second by Tony Camarata. Motions carried.

#### **IV. RECOGNITION OF GUESTS AND PUBLIC COMMENTS**

Guests were welcomed. Kent Willis introduced Lisa Holenko as the new representative for the Town of Frisco as he was retiring. Mr. Lubbers noted the Board would vote for a chair and vice chair at the next meeting. He mentioned a board invitation was extended to the new mayor of Keystone. Miriam Garcia and Liliana Rodriguez Lozalo happily commented on shuttle service in Summit Cove.

#### **V. MONTHLY UPDATE ITEMS**

##### **A. Financial Report**

Chris Lubbers discussed the Transit Financial Summary and Budget Report in detail, regarding current revenue, labor, administration/office, capital and fleet replacement, operation and maintenance, safety, training and recognition along with beginning and ending fund balances. A budget statement of current and previous year operating revenue and expenses for expended year-to-date to March 29, 2024 and available budget percentages were given. Financial Report was approved.

#### **B. Operations and Maintenance Reports**

Alex Soto discussed the Transit Operations Summary in detail, focusing on current fixed-route passenger counts, and ridership changes by route, comparing fixed route hourly service in 2023 to hourly service in 2024 with a 8.9% decrease in March 2024, primarily Keystone/Dillon/Silverthorne, Breckenridge Purple (Free Ride contract), Frisco/Silverthorne, and Breckenridge/Frisco routes. Increases were noted in Blue River, Lake County Commuter, Silverthorne Loop, and Copper Mountain routes. Guests per hour were 31-37 for Town-to-Town routes, 28 average for Town-to-Resort routes, 18-29 for Residential routes and 11 average for Commuter routes. She discussed bus operator staffing, training, recruiting efforts, and safety metrics. Maintenance technician staffing, work orders, bus and para transit availability, in and out of contract availability percentages, warranty issues, road calls, costs, preventative maintenance, bus performance (bus mileage and age), parts availability and budget impact were reviewed. The Operations and Maintenance Reports were approved unanimously by the board present.

#### **C. Transit Planning Update and Micro Transit**

Ann Findley mentioned the RFP timeline for a micro transit operator. All proposals are due May 31 and the notice of award will be on June 10. The RFP is online. Ridership for the Swan Meadow Village shuttle service has increased each month. The summer fixed route 30-minute schedule successfully started recently.

### **VI. AGENDA ITEMS**

#### **A. Swan Meadow Village Project**

Mr. Lubbers reviewed the budgeted costs for the Swan Meadow bus stop, parking, sidewalk, shelter and turnaround with preliminary milestone dates of survey, reports, permitting and construction period through August, 2024 and being open to buses in early 2025. Progress is also being made on the employee housing unit project at Little Beaver Trail in Dillon.

#### **B. Regional Transportation Authorities (RTAs) Update**

Mr. Lubbers gave an overview of state laws pertaining to RTAs regarding establishment, authority, financing, scope and project types with potential next steps.

#### **C. Food Pantry/Transit Collaboration**

Ms. Findley mentioned the bus stop accessibility for the four local food pantries.

### **VII. ADJOURNMENT**

The meeting was adjourned at 9:12 a.m.

## Summit Stage Ridership

### Fixed Routes

	April 2023 and 2024 Compared						% change 2023 to 2024	April 2023 and 2024 Y-T-D					
	2023			2024				2023			2024		
	Guests	Hours	Guests/Hour	Guests	Hours	Guests/Hour		Guests	Hours	Guests/Hour	Guests	Hours	Guests/Hour
<b>Town-To-Town Routes:</b>			<i>T-T std. = 22</i>			<i>T-T std. = 22</i>				<i>T-T std. = 22</i>			<i>T-T std. = 22</i>
Breckenridge-Frisco	17,737	760.0	23.3	17,125	921.7	18.6	-3.5%	113,454	3,039.9	37.3	94,947	3,295.3	28.8
Frisco-Silverthorne	16,698	465.0	35.9	15,060	482.5	31.2	-9.8%	80,756	1,860.0	43.4	68,725	1,938.5	35.5
<i>Swan Mtn. Express</i>	0	0.0	#DIV/0!	413	26.8	15.4	n/a	0	0.0	#DIV/0!	3,118	133.0	23.4
<b>T-T Subtotal</b>	<b>34,435</b>	<b>1225.0</b>	<b>28.1</b>	<b>32,598</b>	<b>1431.0</b>	<b>22.8</b>		<b>194,210</b>	<b>4,899.9</b>	<b>39.6</b>	<b>166,790</b>	<b>5,366.8</b>	<b>31.1</b>
<b>Town-To-Resort Routes:</b>			<i>T-R std. = 22</i>			<i>T-R std. = 22</i>				<i>T-R std. = 22</i>			<i>T-R std. = 22</i>
Copper Mountain-Frisco	10,736	525.0	20.4	10,425	715.0	14.6	-2.9%	75,497	2,100.0	36.0	76,600	2,772.5	27.6
Keystone/Dillon/Silverthorne	26,078	717.9	36.3	23,091	1072.9	21.5	-11.5%	145,201	2,871.5	50.6	112,028	3,569.0	31.4
<b>SMF: Breck-Key</b>	<b>3,463</b>	<b>467.5</b>	<b>7.4</b>	<b>2,480</b>	<b>323.8</b>	<b>7.7</b>	-28.4%	<b>20,398</b>	<b>1,870.0</b>	<b>10.9</b>	<b>17,711</b>	<b>1,613.0</b>	<b>11.0</b>
<b>SMF:Key-ABasin</b>	<b>2,626</b>	<b>192.5</b>	<b>13.6</b>	<b>1,414</b>	<b>145.8</b>	<b>9.7</b>	-46.2%	<b>8,358</b>	<b>770.0</b>	<b>10.9</b>	<b>6,862</b>	<b>729.7</b>	<b>9.4</b>
<b>SMF Total</b>	<b>6,089</b>	<b>660.0</b>	<b>9.2</b>	<b>3,894</b>	<b>469.6</b>	<b>8.3</b>	-36.0%	<b>28,756</b>	<b>2,640.0</b>	<b>10.9</b>	<b>24,573</b>	<b>2,343</b>	<b>10.5</b>
<b>T-R Subtotal</b>	<b>42,903</b>	<b>1902.9</b>	<b>22.5</b>	<b>37,410</b>	<b>2257.5</b>	<b>16.6</b>		<b>249,454</b>	<b>7,611.5</b>	<b>32.8</b>	<b>213,201</b>	<b>8,684.2</b>	<b>24.6</b>
<b>Residential Routes:</b>			<i>Res std. = 14</i>			<i>Res std. = 14</i>				<i>Res std. = 14</i>			<i>Res std. = 14</i>
Boreas Pass Loop	5,480	340.0	16.1	5,157	446.6	11.5	-5.9%	44,637	1,359.9	32.8	41,719	1,599.3	26.1
Purple (Free Ride contract)	8,452	542.5	15.6	5,169	520.0	9.9	-38.8%	47,607	2,117.5	22.5	36,139	2,112.5	17.1
Silverthorne Loop	4,799	278.4	17.2	5,307	353.4	15.0	10.6%	22,588	1,113.6	20.3	25,128	1,243.4	20.2
Wilderness Loop	5,731	285.0	20.1	5,495	345.0	15.9	-4.1%	28,515	1,140.0	25.0	26,250	1,209.5	21.7
<b>Res Subtotal</b>	<b>24,462</b>	<b>1445.9</b>	<b>16.9</b>	<b>21,128</b>	<b>1665.0</b>	<b>12.7</b>		<b>143,347</b>	<b>5,731.0</b>	<b>25.0</b>	<b>129,236</b>	<b>6,164.7</b>	<b>21.0</b>
<b>Commuter Routes:</b>			<i>Com std. = 10</i>			<i>Com std. = 10</i>				<i>Com std. = 10</i>			<i>Com std. = 10</i>
Blue River Commuter	657	75.6	8.7	762	65.0	11.7	16.0%	5,904	318.6	18.5	9,608	262.2	36.6
Lake County Commuter	2,053	252.0	8.1	2,412	378.0	6.4	17.5%	10,289	1,008.0	10.2	11,790	1,524.6	7.7
<b>Park County Commuter</b>	<b>2,132</b>	<b>95.3</b>	<b>22.4</b>	<b>2,429</b>	<b>246.0</b>	<b>9.9</b>	13.9%	<b>11,159</b>	<b>401.6</b>	<b>27.8</b>	<b>12,906</b>	<b>992.2</b>	<b>13.0</b>
<b>Com Subtotal</b>	<b>4,842</b>	<b>422.9</b>	<b>11.4</b>	<b>5,603</b>	<b>689.0</b>	<b>8.1</b>		<b>15,963</b>	<b>1,580.1</b>	<b>10.1</b>	<b>34,304</b>	<b>2,779.0</b>	<b>12.3</b>
<b>Misc. Fixed Route Subtotal</b>	<b>0</b>	<b>0.0</b>	<b>n/a</b>	<b>20</b>	<b>0.0</b>	<b>n/a</b>		<b>0</b>	<b>0.0</b>	<b>n/a</b>	<b>1,032</b>	<b>0.0</b>	<b>n/a</b>
<b>FIXED ROUTE TOTALS</b>	<b>106,642</b>	<b>4,997</b>	<b>21.3</b>	<b>96,759</b>	<b>6042.5</b>	<b>16.0</b>	-9.3%	<b>602,974</b>	<b>19,822.5</b>	<b>30.4</b>	<b>544,563</b>	<b>22,994.7</b>	<b>23.7</b>

### Mountain Mobility/Para Transit

	April 2023 and 2024 Compared							April 2023 and 2024 Y-T-D					
	2023			2024				2023			2024		
	Guests	Hours	Guests/Hour	Guests	Hours	Guests/Hour		Guests	Hours	Guests/Hour	Guests	Hours	Guests/Hour
<b>PARATRANSIT TOTALS</b>	<b>451</b>	<b>420.6</b>	<b>1.1</b>	<b>475</b>	<b>411.9</b>	<b>1.2</b>	5.3%	<b>1,871</b>	<b>1,665.9</b>	<b>1.1</b>	<b>1,845</b>	<b>1,721.0</b>	<b>1.1</b>
<b>GRAND TOTAL</b>	<b>107,093</b>	<b>5,417.3</b>	<b>19.8</b>	<b>97,234</b>	<b>6,454.4</b>	<b>15.1</b>		<b>604,845</b>	<b>21,488.4</b>	<b>28.1</b>	<b>546,408</b>	<b>24,715.7</b>	<b>22.1</b>

CDOT Quarterly Report Data	Fixed Route	91,136	5353.5
	Commuter	5,603	689.0

## Summit Stage Ridership

Monthly Riders:	January	February	March	April	May	June	July	August	September	October	November	December
<b>Town to Town Routes</b>												
Breckenridge-Frisco	27,447	25,692	24,683	17,125	10	10	10	10	10	10	10	10
Frisco-Silverthorne	18,276	17,248	18,141	15,060	10	10	10	10	10	10	10	10
<i>Swan Mtn. Express</i>	662	1,020	1,023	413	10	10	10	10	10	10	10	10
<b>Town to Resort Routes</b>												
Copper Mountain-Frisco	20,849	22,058	23,268	10,425	10	10	10	10	10	10	10	10
Keystone-Silverthorne	29,921	29,041	29,975	23,091	10	10	10	10	10	10	10	10
SMF: Breck-Key	4,629	5,596	5,006	2,480	10	10	10	10	10	10	10	10
SMF: Key-Abasin	1,402	1,798	2,248	1,414	10	10	10	10	10	10	10	10
SMF Total	6,031	7,394	7,254	3,894	20	20	20	20	20	20	20	20
<b>Residential Routes</b>												
Boreas Pass Loop	11,718	13,609	11,235	5,157	10	10	10	10	10	10	10	10
Purple (Free Ride contract)	10,628	10,742	9,600	5,169	10	10	10	10	10	10	10	10
Silverthorne Loop	6,365	6,667	6,789	5,307	10	10	10	10	10	10	10	10
Wildernest Loop	7,358	6,736	6,661	5,495	10	10	10	10	10	10	10	10
<b>Commuter</b>												
Blue River Commuter	3,526	3,325	1,995	762	10	10	10	10	10	10	10	10
Lake County Commuter	3,221	3,021	3,136	2,412	10	10	10	10	10	10	10	10
Park County Commuter	4,128	3,333	3,016	2,429	10	10	10	10	10	10	10	10
<b>Misc. Fixed Route</b>	402	158	452	20	0	0	0	0	0	0	0	0
<b>Paratransit</b>	385	430	555	475	10	10	10	10	10	10	10	10

Year to Date Riders:	February	March	April	May	June	July	August	September	October	November	December	
<b>Town to Town Routes</b>												
Breckenridge-Frisco	53,139	77,822	94,947	94,957	94,967	94,977	94,987	94,997	95,007	95,017	95,027	
Frisco - Silverthorne	35,524	53,665	68,725	68,735	68,745	68,755	68,765	68,775	68,785	68,795	68,805	
<i>Swan Mtn. Express</i>	1,682	2,705	3,118	3,128	3,138	3,148	3,158	3,168	3,178	3,188	3,198	
<b>Town to Resort Routes</b>												
Copper Mountain-Frisco	42,907	66,175	76,600	76,610	76,620	76,630	76,640	76,650	76,660	76,670	76,680	
Keystone-Silverthorne	58,962	88,937	112,028	112,038	112,048	112,058	112,068	112,078	112,088	112,098	112,108	
SMF: Breck-Key	10,225	15,231	17,711	17,721	17,731	17,741	17,751	17,761	17,771	17,781	17,791	
SMF: Key-Abasin	3,200	5,448	6,862	6,872	6,882	6,892	6,902	6,912	6,922	6,932	6,942	
SMF Total	13,425	20,679	24,573	24,593	24,613	24,633	24,653	24,673	24,693	24,713	24,733	
<b>Residential Routes</b>												
Boreas Pass Loop	25,327	36,562	41,719	41,729	41,739	41,749	41,759	41,769	41,779	41,789	41,799	
Purple (Free Ride contract)	21,370	30,970	36,139	36,149	36,159	36,169	36,179	36,189	36,199	36,209	36,219	
Silverthorne Loop	13,032	19,821	25,128	25,138	25,148	25,158	25,168	25,178	25,188	25,198	25,208	
Wildernest Loop	14,094	20,755	26,250	26,260	26,270	26,280	26,290	26,300	26,310	26,320	26,330	
<b>Commuter</b>												
Blue River Commuter	6,851	8,846	9,608	9,618	9,628	9,638	9,648	9,658	9,668	9,678	9,688	
Lake County Commuter	6,242	9,378	11,790	11,800	11,810	11,820	11,830	11,840	11,850	11,860	11,870	
Park County Commuter	7,461	10,477	12,906	12,916	12,926	12,936	12,946	12,956	12,966	12,976	12,986	
<b>Misc. Fixed Route</b>	560	1,012	1,032	1,032	1,032	1,032	1,032	1,032	1,032	1,032	1,032	
<b>Paratransit</b>	815	1,370	1,845	1,855	1,865	1,875	1,885	1,895	1,905	1,915	1,925	<b>2023 Total Riders</b>
												<b>547,608</b>

Misc Fixed Route Jan - ice sculptures; March overflow buses

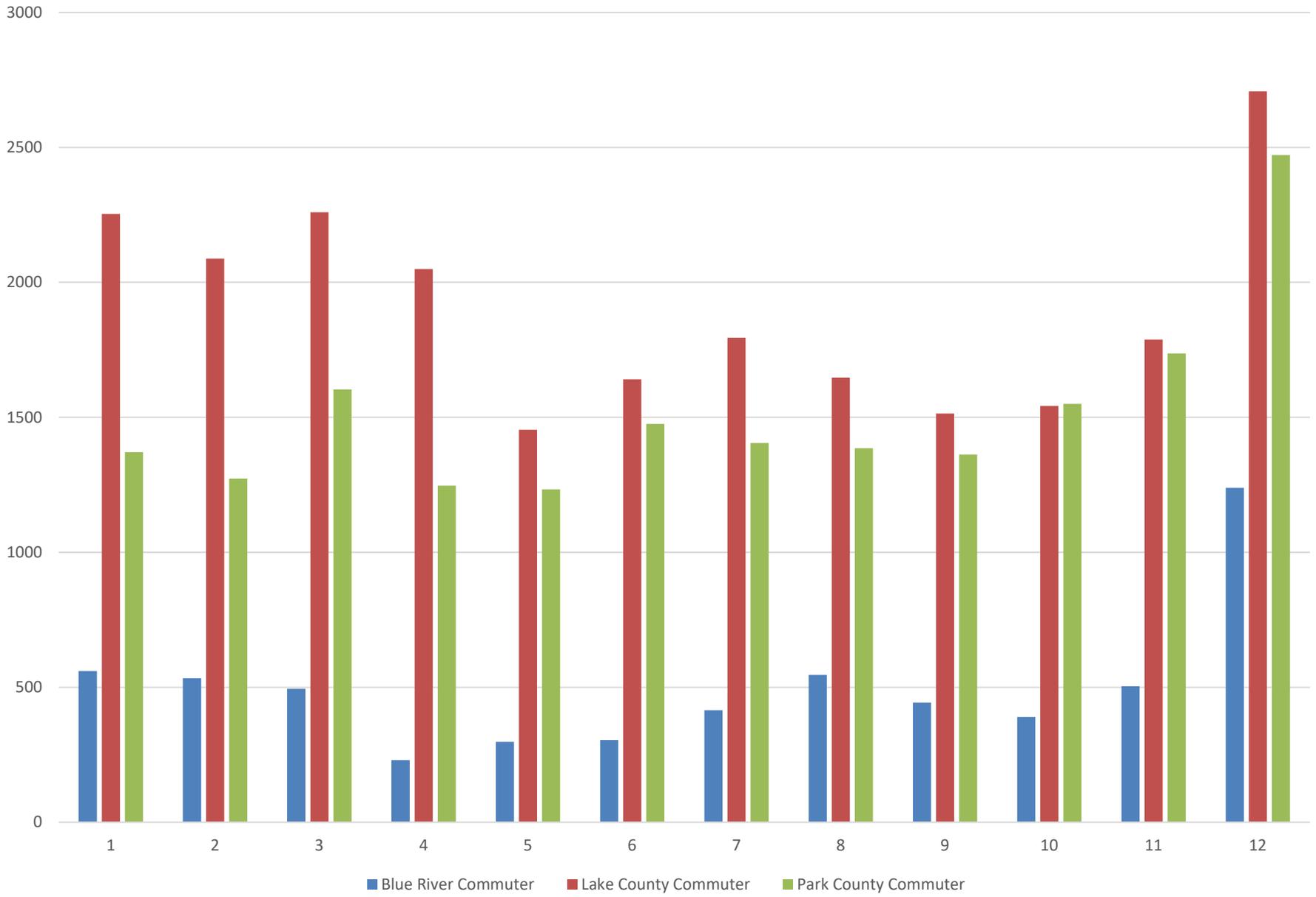
### Summit Stage Ridership

Monthly Hours:	January	February	March	April	May	June	July	August	September	October	November	December
<b>Town to Town Routes</b>												
Breckenridge-Frisco	808.6	756.4	808.6	921.7	1240.0	1200.0	1240.0	1240.0	1200.0	1240.0		
Frisco-Silverthorne	496.0	464.0	496.0	482.5	503.8	487.5	503.8	503.8	487.5	503.8		
Swan Mtn. Express	36.2	33.8	36.2	26.8	0.0	0.0	0.0	0.0	0.0	0.0		
<b>Town to Resort Routes</b>												
Copper Mountain-Frisco	699.5	658.5	699.5	715.0	945.5	915.0	945.5	945.5	915.0	945.5		
Keystone-Silverthorne	850.3	795.5	850.3	1072.9	1625.3	1572.9	1625.3	1625.3	1572.9	1625.3		
SMF: Breck-Key	439.2	410.8	439.2	323.8	0.0	0.0	0.0	0.0	0.0	0.0		
SMF: Key-Abasin	198.9	186.1	198.9	145.8	0.0	0.0	0.0	0.0	0.0	0.0		
SMF Total	638.1	596.9	638.1	469.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Residential Routes</b>												
Boreas Pass Loop	392.7	367.3	392.7	446.6	599.3	580.0	599.3	599.3	580.0	599.3		
Purple (Free Ride contract)	542.5	507.5	542.5	520.0	527.0	510.0	527.0	527.0	510.0	527.0		
Silverthorne Loop	303.2	283.6	303.2	353.4	489.2	473.4	489.2	489.2	473.4	489.2		
Wildernest Loop	294.5	275.5	294.5	345.0	480.5	465.0	480.5	480.5	465.0	480.5		
<b>Commuter</b>												
Blue River Commuter	67.2	62.8	67.2	65.0	67.2	65.0	67.2	67.2	65.0	67.2		
Lake County Commuter	390.6	365.4	390.6	378.0	390.6	378.0	390.6	390.6	378.0	390.6		
Park County Commuter	254.2	237.8	254.2	246.0	254.2	246.0	254.2	254.2	246.0	254.2		
Misc. Fixed Route	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Paratransit	396.0	401.0	462.0	411.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

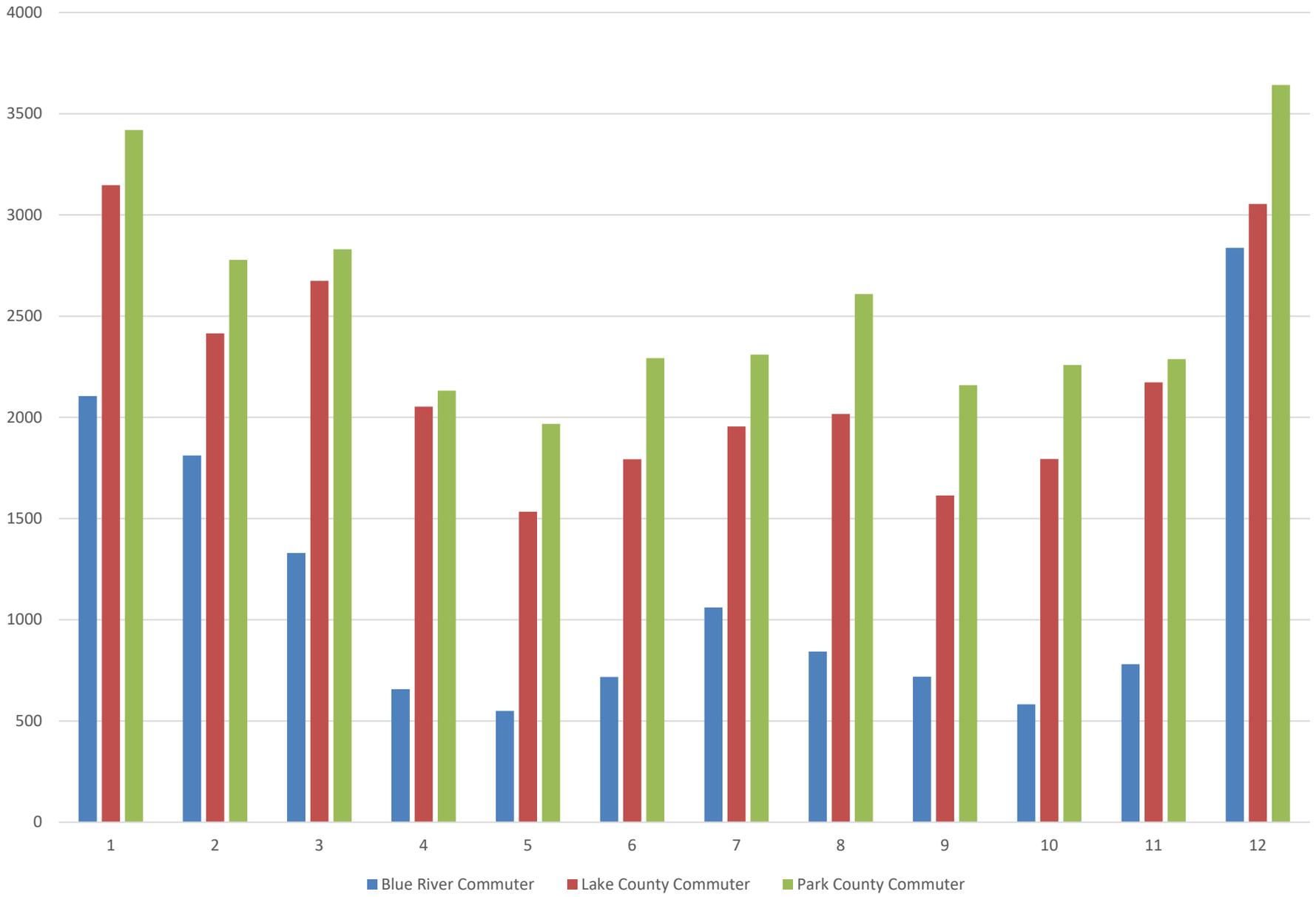
Year to Date Hours:	February	March	April	May	June	July	August	September	October	November	December
<b>Town to Town Routes</b>											
Breckenridge-Frisco	1565.0	2373.6	3295.3	4535.3	5735.3	6975.3	8215.3	9415.3	10655.3	10655.3	10655.3
Frisco - Silverthorne	960.0	1456.0	1938.5	2442.3	2929.8	3433.6	3937.4	4424.9	4928.7	4928.7	4928.7
Swan Mtn. Express	70.0	106.2	133.0	133.0	133.0	133.0	133.0	133.0	133.0	133.0	133.0
<b>Town to Resort Routes</b>											
Copper Mountain-Frisco	1358.0	2057.5	2772.5	3718.0	4633.0	5578.5	6524.0	7439.0	8384.5	8384.5	8384.5
Keystone-Silverthorne	1645.8	2496.1	3569.0	5194.3	6767.2	8392.5	10017.8	11590.7	13216.0	13216.0	13216.0
SMF: Breck-Key	850.0	1289.2	1613.0	1613.0	1613.0	1613.0	1613.0	1613.0	1613.0	1613.0	1613.0
SMF: Key-Abasin	385.0	583.9	729.7	729.7	729.7	729.7	729.7	729.7	729.7	729.7	729.7
SMF Total	1235.0	1873.1	2342.7	2342.7	2342.7	2342.7	2342.7	2342.7	2342.7	2342.7	2342.7
<b>Residential Routes</b>											
Boreas Pass Loop	760.0	1152.7	1599.3	2198.6	2778.6	3377.9	3977.2	4557.2	5156.5	5156.5	5156.5
Purple (Free Ride contract)	1050.0	1592.5	2112.5	2639.5	3149.5	3676.5	4203.5	4713.5	5240.5	5240.5	5240.5
Silverthorne Loop	586.8	890.0	1243.4	1732.6	2206.0	2695.2	3184.4	3657.8	4147.0	4147.0	4147.0
Wildernest Loop	570.0	864.5	1209.5	1690.0	2155.0	2635.5	3116.0	3581.0	4061.5	4061.5	4061.5
<b>Commuter</b>											
Blue River Commuter	130.0	197.2	262.2	329.4	394.4	461.6	528.8	593.8	661.0	661.0	661.0
Lake County Commuter	756.0	1146.6	1524.6	1915.2	2293.2	2683.8	3074.4	3452.4	3843.0	3843.0	3843.0
Park County Commuter	492.0	746.2	992.2	1246.4	1492.4	1746.6	2000.8	2246.8	2501.0	2501.0	2501.0
Misc. Fixed Route	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Paratransit	797.0	1259.0	1721.0	1721.0	1721.0	1721.0	1721.0	1721.0	1721.0	1721.0	1721.0
											<b>2023 Total Hours</b>
											<b>66858.7</b>

Misc Fixed Route Jan - Ice sculptures; April & May Students to Silco; June BBQ

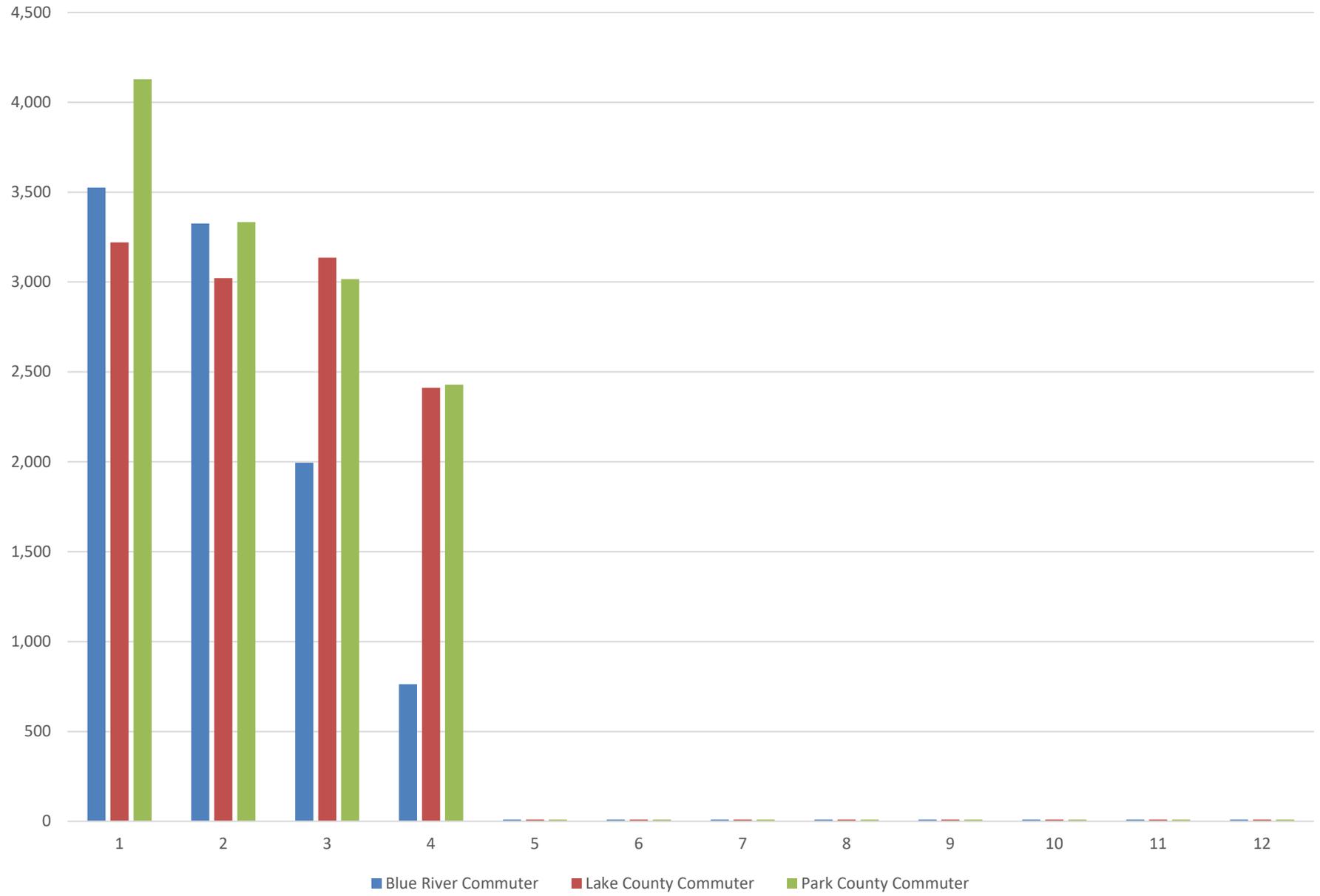
Lake County, Blue River & Park County 2022



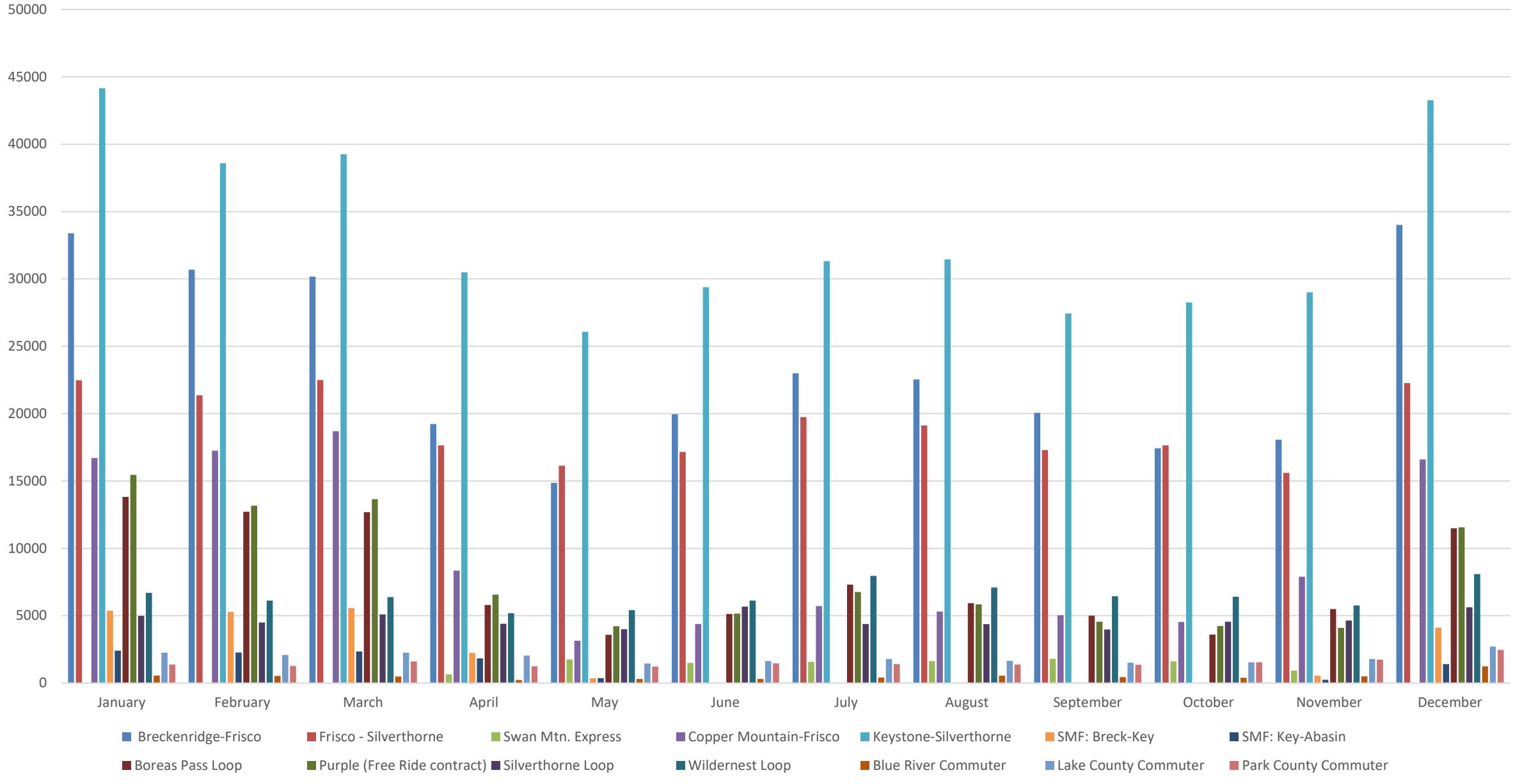
Lake County, Blue River & Park County 2023



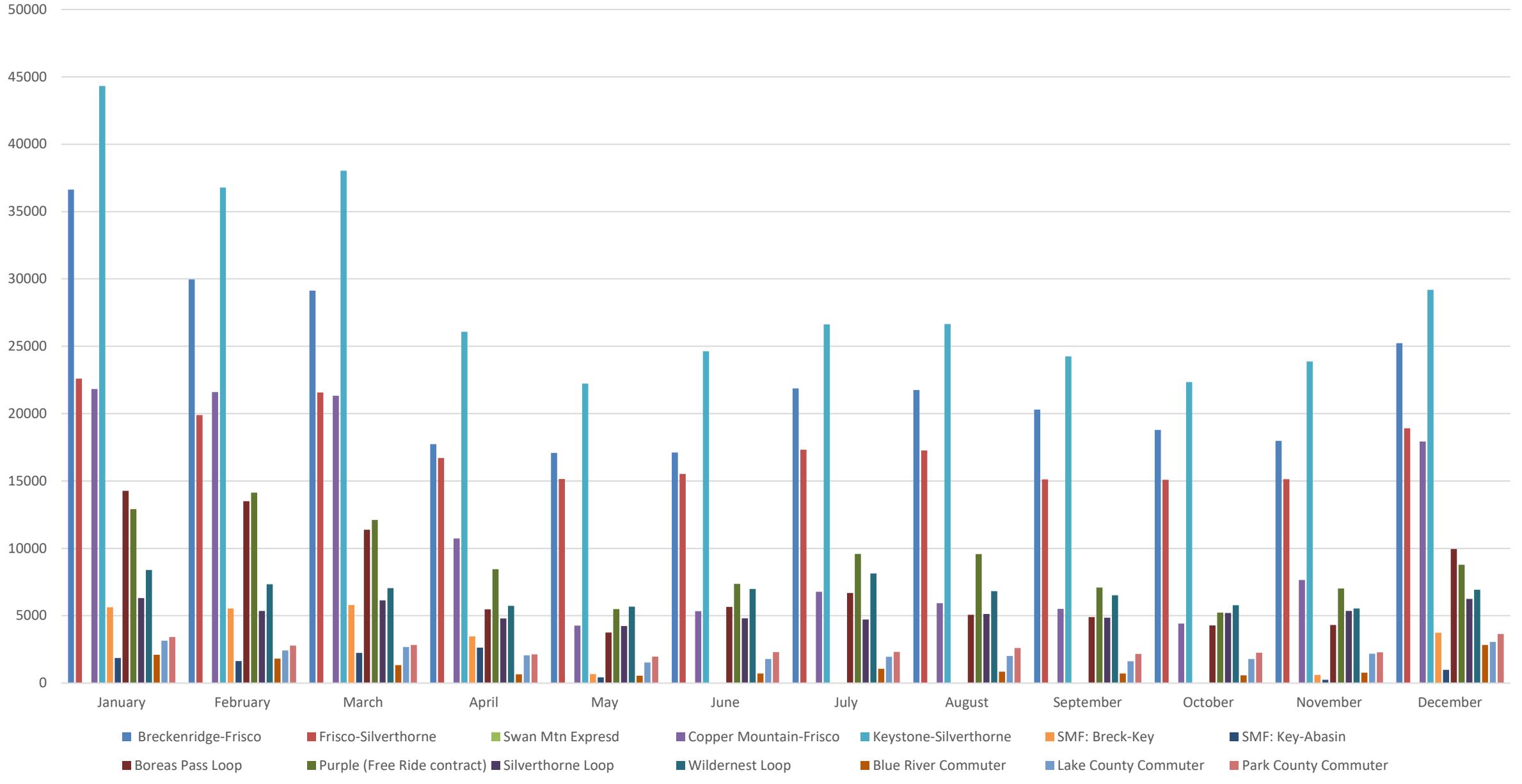
Lake County, Blue River & Park County 2024



## Monthly Comparison 2022



## Monthly Comparison 2023





**Current Year (2024)**

**Previous Year (2023)**

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
MASS TRANSIT TAX	(19,300,000)	(6,536,019)	(12,763,981)	34%	(19,300,000)	(7,636,360)	(11,663,640)	40%
TREASURER'S FEES	175,000	2,257	172,744	1%	175,000	22,689	152,311	13%
TRANSP SVC REV - LAKE	(270,000)	(71,734)	(198,266)	27%	(55,000)	(21,539)	(33,461)	39%
TRANSP SVC REV-PARK	(100,000)	(100,000)	-	100%	-	-	-	-
GRANT REVENUE	(38,315,993)	-	(38,315,993)	0%	(36,461,056)	(104,828)	(36,356,228)	0%
ADVERTISING FEES	(100,000)	(75,111)	(24,889)	75%	(100,000)	(41,451)	(58,549)	41%
FARE REVENUE-LAKE	-	-	-	-	-	-	-	-
FARE REVENUE-PARK	-	-	-	-	-	-	-	-
SALE OF ASSETS	-	(2,856)	2,856	-	-	-	-	-
MISC REVENUE	-	-	-	-	-	-	-	-
RENTAL INCOME	(21,303)	-	(21,303)	0%	(21,303)	-	(21,303)	0%
INTEREST REVENUE	(300,000)	(225,650)	(74,350)	75%	(40,000)	-	(40,000)	0%
<b>Revenue Total</b>	<b>(58,232,296)</b>	<b>(7,009,114)</b>	<b>(51,223,182)</b>	<b>12%</b>	<b>(55,802,359)</b>	<b>(7,781,489)</b>	<b>(48,020,870)</b>	<b>14%</b>
SALARY REGULAR	5,761,571	2,066,361	3,695,210	36%	5,299,508	1,938,707	3,360,801	37%
SALARY TEMPORARY	50,000	26,455	23,545	53%	25,000	24,300	700	97%
TRAINING PAY	10,000	5,424	4,576	54%	8,000	3,888	4,112	49%
VEHICLE ALLOWANCE	-	-	-	-	-	-	-	-
CRISP	687,840	232,205	455,635	34%	634,881	226,693	408,188	36%
RETIREMENT	172,247	57,777	114,470	34%	158,985	55,984	103,001	35%
HEALTH INSURANCE	594,175	168,180	425,995	28%	1,851,288	443,269	1,408,019	24%
MEDICARE TAX	83,543	33,117	50,426	40%	76,843	31,398	45,445	41%
UNEMPLOYMENT TAX	11,523	4,567	6,956	40%	10,599	4,310	6,289	41%
WORKMENS COMP	300,000	-	300,000	0%	343,816	203,933	139,883	59%
EMPLOYER 457 DEF COMP	34,449	11,555	22,894	34%	31,797	11,195	20,602	35%
OVERTIME	460,000	201,540	258,460	44%	460,000	204,836	255,164	45%
PAYROLL REIMBURSEMENT	-	-	-	-	-	-	-	-
<b>Labor Total</b>	<b>8,165,348</b>	<b>2,807,181</b>	<b>5,358,167</b>	<b>34%</b>	<b>8,900,717</b>	<b>3,148,514</b>	<b>5,752,203</b>	<b>35%</b>
OFFICE SUPPLIES	10,000	2,416	7,584	24%	8,000	7,367	633	92%
ADMINISTRATION	812,535	-	812,535	0%	586,856	568,856	18,000	97%
PROFESSIONAL ASSISTANCE	332,000	109,561	222,439	33%	232,000	23,688	208,312	10%
TELEPHONE	10,000	2,745	7,255	27%	6,800	9,194	(2,394)	135%
POSTAGE/FREIGHT	-	15	(15)	0%	600	11	589	2%
ADVERTISING/LEGAL NOTICES	60,000	12,060	47,940	20%	60,000	15,542	44,458	26%
PRINTING	11,000	-	11,000	0%	11,000	2,064	8,936	19%
<b>Administration/Office Total</b>	<b>1,235,535</b>	<b>126,797</b>	<b>1,108,738</b>	<b>10%</b>	<b>905,256</b>	<b>626,722</b>	<b>278,534</b>	<b>69%</b>
BUILDINGS	46,568,000	935,192	45,632,808	2%	44,500,000	50,372	44,449,628	0%
IMPR OTHER THAN BLDGS	-	1,448	(1,448)	-	-	61,854	(61,854)	-
BUSES/TRANSIT EQUIP	6,171,280	310,284	5,860,996	5%	7,618,719	1,006,662	6,612,057	13%
<b>Capital and Fleet Replacement Total</b>	<b>52,739,280</b>	<b>1,246,924</b>	<b>51,492,356</b>	<b>2%</b>	<b>52,118,719</b>	<b>1,118,888</b>	<b>50,999,831</b>	<b>2%</b>
BUILDING REPAIRS	45,000	16,414	28,586	36%	35,000	19,840	15,160	57%
BUS STOPS	20,000	-	20,000	0%	12,000	2,959	9,041	25%
EQUIPMENT REPAIRS	15,000	394	14,606	3%	24,000	13,722	10,278	57%
FUEL, OIL & ANTIFREEZE	770,986	299,992	470,994	39%	770,986	295,967	475,019	38%
MAINTENANCE CONTRACTS	230,000	50,602	179,398	22%	100,000	38,235	61,765	38%
OPERATING SUPPLIES	55,000	29,946	25,054	54%	45,000	17,565	27,435	39%
PURCHASED TRANSPORTATION	497,760	146,895	350,865	30%	497,760	164,766	332,994	33%
RENTAL PAYMENTS	7,200	2,400	4,800	33%	7,200	3,000	4,200	42%
REPAIR & MAINTENANCE	2,400,000	844,444	1,555,556	35%	1,900,000	655,837	1,244,163	35%
ROAD SAND & SALT	1,000	-	1,000	0%	2,000	-	2,000	0%
UTILITIES	200,000	49,796	150,204	25%	120,000	66,201	53,799	55%
<b>Operation and Maintenance Total</b>	<b>4,241,946</b>	<b>1,440,883</b>	<b>2,801,063</b>	<b>34%</b>	<b>3,513,946</b>	<b>1,278,092</b>	<b>2,235,854</b>	<b>36%</b>
SAFETY	5,000	4,806	194	96%	5,000	2,018	2,982	40%
INSURANCE/BONDS	150,000	-	150,000	0%	150,000	212,139	(62,139)	141%
<b>Safety and Insurance Total</b>	<b>155,000</b>	<b>4,806</b>	<b>150,194</b>	<b>3%</b>	<b>155,000</b>	<b>214,157</b>	<b>(59,157)</b>	<b>138%</b>
DUES & MEETINGS	30,500	20,823	9,677	68%	30,500	20,916	9,584	69%
EDUCATION & TRAINING	10,000	4,457	5,543	45%	10,000	2,350	7,650	24%
EMPLOYEE RECOGNITION	20,000	1,717	18,283	9%	15,850	4,327	11,523	27%
TRAVEL/TRANSPORTATION	10,000	1,891	8,109	19%	10,000	4,803	5,197	48%
UNIFORM ALLOWANCE	17,000	5,744	11,256	34%	15,000	6,548	8,452	44%
<b>Uniforms, Training and Recognition Total</b>	<b>87,500</b>	<b>34,632</b>	<b>52,868</b>	<b>40%</b>	<b>81,350</b>	<b>38,944</b>	<b>42,406</b>	<b>48%</b>
<b>Revenue Total</b>	<b>(58,232,296)</b>	<b>(7,009,114)</b>	<b>(51,223,182)</b>	<b>12%</b>	<b>(55,802,359)</b>	<b>(7,781,489)</b>	<b>(48,020,870)</b>	<b>14%</b>
<b>Expenses Total</b>	<b>13,885,329</b>	<b>4,414,299</b>	<b>9,471,030</b>	<b>32%</b>	<b>13,556,269</b>	<b>5,306,429</b>	<b>8,249,840</b>	<b>39%</b>
<b>Grand Total</b>		<b>(2,594,814)</b>				<b>(2,475,060)</b>		
<b>Capital and Fleet Replacement Total</b>	<b>52,739,280</b>	<b>1,246,924</b>	<b>51,492,356</b>	<b>2%</b>	<b>52,118,719</b>	<b>1,118,888</b>	<b>50,999,831</b>	<b>2%</b>
<b>Estimated Ending Fund Balance</b>	<b>34,962,919</b>							
<b>Effect on Fund Balance This Period</b>	<b>(1,347,890)</b>							

# Sales Tax Report, Summit County Colorado, March 31, 2024

Good afternoon all, we are pleased to release the sales tax data for March 2024 and lodging tax collections for Quarter 1 of 2024. Spring is historically our largest collection quarter, and March is also usually our largest collection month. Sales tax collections for the month were up 2.1% compared to 2023, with year to date 2024 collections exceeding 2023 by 1.9%. This is an encouraging continuation of growth as noted for February compared to the decrease in collections reported for December 2023 and January 2024. With the Keystone incorporation date effective February 8th, the county passed through approximately \$505k of the \$1.64M collections (approximately 30.8%) onto the new town. This was the first full month payment as February was prorated for the incorporation date. After the Keystone distribution, the county has realized a decrease of 29.3% in net collections for the month of March compared to 2023. This was an anticipated and budgeted decrease and within our expectations.

Mass transit tax collections for the month saw a similar continuation of growth and were up 4.03% compared to 2023, with year to date 2024 collections flat compared to 2023. Unlike sales tax, all mass transit collections will be fully retained by the county. We will continue to monitor this activity closely for the remainder of the year.

A few highlights:

## Sales Tax

- Sales tax collections for the month of \$1,640,932 are 2.1% ahead of March 2023.
- Construction sales taxes of \$64,763 are 21.0% ahead of March 2023.
- Short term rental sales taxes of \$784,859 account for almost 1/2 of the total and are 5.8% ahead of March 2023.

## Mass Transit Tax

- Mass transit tax collections for the month of \$2,309,921 were 4.03% ahead of March 2023.
- Grocery store mass transit taxes of \$252,948 are 61.6% ahead March 2023. We did not see a corresponding increase in grocery store sales tax collections as most grocery stores in the county are within municipality limits.
- Short term rental mass transit taxes of \$705,381 account for roughly 1/3 of the total and are 5.6% ahead of March 2023.

## Lodging Tax

# Sales Tax Report, Summit County Colorado, March 31, 2024

- Lodging tax collections for quarter 1 amounted to \$1,775,036 and were 27% ahead of quarter 1 of 2023. We believe this significant increase is mostly attributable to increased compliance by taxpayers. As 2023 was the first year of the lodging tax, some larger taxpayers did not remit their tax until later in the year after being notified by the county or state of non-compliance.
- Of the YTD collections, 35.4% originated from Keystone properties, 27.9% from Copper, and the remaining 36.7% from outside those jurisdictions.
- In accordance with the Keystone IGA and direction from the state, the county's lodging tax will cease to be collected on Keystone properties effective July 1, 2024
  - o Due to the uncertainty around the Town of Keystone at budget time we had not budgeted for any lodging tax collections from Keystone in 2024. As such, the half a year of collection from Keystone properties will contribute to a positive budget variance for 2024.

April 2024 sales tax results will be released in early June, and Quarter 2 lodging tax results will be released in early August. The county will continue to receive and pass through Keystone collections through June 30th upon which the State of Colorado will pay those collections directly to the Town of Keystone.

Please follow this link to the recent sales tax tables and graphs.

<https://1drv.ms/x/s!Al-ZoUx1ldXzvhzegGilllzU1hKm?e=5aYaES>

**Summit Stage Operations Report**  
**May 29, 2024, Transit Board Meeting**

**Operations Summary**

- ❖ We have 3 drivers in training
- ❖ We have 2 drivers in the hiring pipeline
- ❖ 1 driver left employment
- ❖ We currently have 53 drivers to cover 57 shifts
- ❖ We have 4 people currently on FMLA
- ❖ With a maximum of 5 People off per day on vacation we are currently covering around 40 overtime shifts per week
- ❖ That means:
  - We can continue to recruit up to 6 drivers to cover all summer shifts, vacation, sick, STD, W/C, and FMLA to achieve a state of almost no overtime.

**Projects**

- ❖ TransLoc tablets are installed in all buses, and we are working with TransLoc to get all the back-end work done. They are working on building all our routes now and have given us access to the Computer Aided Dispatch system even though it is not quite ready for prime time. This should give us a jump on training
- ❖ Hanover Signs Has shipped out the Signs we require, and they are expected by the 1<sup>st</sup> of June

**SHOP REPORT**

- ❖ Kevin currently is staffed up with 9 mechanics, however, one is a traveler so he is still looking for a permanent mechanic to fill that last shift.
- ❖ 100% of PMs completed
- ❖ All bus contract availability 80%; targeting 85% to 90% according to contract



STAFF REPORT MEMORANDUM  
**TRANSIT DEPARTMENT**

**DATE:** 05/24/2024,  
**TO:** Transit Advisory Board  
**THROUGH:** Manager's Office, Attorney's Office, Sherriff's Office  
**FROM:** Chris Lubbers, Transit Department  
**SUBJECT:** Policies Related to Transit Properties and Public Facilities

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**ISSUE**

For the purpose of ensuring the safety, security, comfort, and convenience of all those who use County services and facilities, staff has prepared the following documents for review and comment. A previous version of the Code of Conduct was adopted by the Transit Board on April 26, 2023.

- Summit Stage Customer Code of Conduct
- Policies and Procedures for the Use of Summit County Government Property and Facilities.

**DISCUSSION**

Staff recognizes the importance of these policies and the importance of keeping them current. The Attorney's Office, Sherriff's Office and Transit Department collaborated to provide these latest updates.

C.R.S § 18-9-117 provides authority to the BOCC to adopt rules that limit or prohibit certain uses, activities, and conduct in public buildings and property. Once enacted by the BOCC, the rules provide the Sheriff's Office a very simple mechanism for enforcement at the new Frisco Transit Center and on Summit Stage Vehicles.

During the Attorney's Office review of the Customer Code of Conduct, the need for an update to the County's Policies and Procedures for the Use of Summit County Government Property and Facilities document also became apparent. The Policies and Procedures establish generalized guidelines regarding the use of our public facilities for speech. Pursuant to the First Amendment, the County has designated each facility that is open to the public for certain types of speech. The Frisco and Silverthorne Transit Centers are the County's first transit centers, and the public's interaction with those properties is unique to the rest of the County facilities.

The update to the Policies and Procedures carves out a section for the Transit Centers, and designates the buildings as a non-public forums for First Amendment purposes. The Policies and Procedures limits the Transit Center's use to transit activities and incorporates the Customer Code of Conduct by reference.

**RECOMMENDATION**

Staff requests that the Board provide feedback and direction regarding the recently updated policies.

**ATTACHMENT(S):**

- A. Summit Stage Customer Code of Conduct
- B. Policies and Procedures for the Use of Summit County Government Property and Facilities

## **Summit Stage Rules of Conduct (including Service Exclusions)**

The Rules of Conduct consist of three separate articles, which include the following:

- Article I: Introduction
- Article II: Rules of Conduct
- Article III: Exclusion from Service

### **ARTICLE I. INTRODUCTION**

Summit Stage vehicles, facilities, and properties are intended to provide services for the benefit of the general public. It is the policy of Summit Stage to help ensure the safety, security, comfort and convenience of all those who use its services. In order to maintain public transportation services that are orderly, safe, secure, comfortable, and convenient, Summit Stage has enacted the following Rules of Conduct. The Rules of Conduct are intended to ensure that any one person may not adversely affect others using or operating the system.

Customers shall use the system in a responsible manner to preserve and protect the aesthetics and promote the longevity of this essential public resource for greater mobility in the Summit County Area. Customers shall treat other patrons and agency representatives with consideration, patience, respect and civility to allow use, operation and enjoyment of the transit services and facilities in a safe and gratifying manner for all persons.

If any one or more of the provisions in the Rules of Conduct shall be declared by any court of competent jurisdiction to be contrary to law, then such provisions shall be null and void and shall be deemed separable from the remaining provisions in the Rules of Conduct and shall in no way affect the validity of the other provisions of the Rules of Conduct.

### **ARTICLE II. RULES OF CONDUCT**

#### **A. Prohibited Conduct**

The following conduct is prohibited on Summit Stage vehicles, within or upon Summit Stage facilities or property, and in connection with Summit Stage's provision of public transportation services:

1. Engaging in any conduct prohibited by any federal, state, or municipal civil or criminal law;
2. Except in a designated place, the use of chewing tobacco, e-cigarettes, smoking, or carrying a lighted or smoldering pipe, cigar or cigarette;
3. Possessing any open beverage container holding alcohol or possessing controlled substances, unless otherwise authorized by law;
4. Discarding litter other than in designated receptacles;
5. Dumping or discarding any materials on transit property, including but not limited to hazardous substances and automotive fluids;
6. Playing any radio, recorder, or other sound-production equipment, except that nothing herein shall prohibit the use of such equipment when connected to earphones that limit the sound to individual listeners or the use of communication devices by Summit Stage employees, Summit Stage contractors, or public safety officers in the line of duty, or the use of private communication devices used to summon, notify, or communication with other individuals (e.g., pagers, beepers, or cellular telephones);
7. Using a public address system, loudspeaker, or other sound-amplifying device, except as authorized by Summit Stage or its designee;
8. Spitting, urinating, or defecating, except in the appropriate plumbing fixtures in restroom facilities;
9. Failure to maintain a reasonable level of personal hygiene. It is not Summit Stage's objective to enforce personal hygiene standards on the public, but in order to maintain a clean and safe

- environment to all who use Summit Stage's vehicles and property, passengers who may contaminate an area due to blood, urine, fecal matter, or other body fluids will be refused transportation.
10. Carrying any flammable liquid, explosive, acid, or other article or material likely to cause harm to others;
  11. Obstructing or impeding the flow of Summit Stage's vehicles or passenger traffic or hindering or preventing access to Summit Stage vehicles, facilities, or property. This includes causing unreasonable delays in boarding or alighting, blocking or partially blocking an aisle or stairway with a package or object or otherwise unlawfully interfering with the provision or use of public transportation services;
  12. Disturbing others by engaging in loud, raucous, unruly, harmful, aggressive, violent, or harassing behavior;
  13. Destroying, defacing, or otherwise damaging Summit Stage property;
  14. Carrying, exhibiting, displaying, or drawing any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, or any other weapon apparently capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons;
  15. Throwing an object at Summit Stage vehicles, facilities, or property, or throwing an object at any person on Summit Stage property;
  16. Engaging in other conduct that is inconsistent with the intended purpose of the transit facility, transit station, or transit vehicle or refusing to obey the lawful commands of an agent of the transit agency or a law enforcement officer to cease such conduct;
  17. Roller-skating, rollerblading, or skateboarding;
  18. Riding bicycles, unicycles, mopeds, or other motorcycles, except where public vehicle travel (excluding bus only lanes) and access is permitted;
  19. Eating or drinking, except from a spill-proof covered container, on Summit Stage vehicles.
  20. Using Summit Stage property for residential or commercial parking purposes except as authorized by Summit Stage or its designee;
  21. Operating, stopping, standing, or parking a vehicle in any roadway or location restricted for use only by Summit Stage vehicles or otherwise restricted;
  22. Sitting or lying on floors of Summit Stage vehicles or floors, sidewalks, asphalt, grass, or other ground covering in or on Summit Stage facilities and properties;
  23. Occupying more than one seat or placing their foot on a station, platform or conveyance when to do so would interfere or tend to interfere with the operation of the transit system or the comfort of other passengers;
  24. Sleeping, camping, or storing personal property on benches or floors on or within Summit Stage's vehicles, facilities, properties, unless otherwise authorized by law;
  25. Entering or remaining upon any nonpublic areas of Summit Stage facilities or properties, including, but not limited to, staging areas, work areas, and equipment rooms including after hours of operation except when authorized by Summit Stage or its designee;
  26. Entering Summit Stage vehicles, facilities, or properties without wearing a shirt or shoes;
  27. Engaging in commercial activities, except when such activities are authorized by Summit Stage or its designee;
  28. Engaging in public communication activities, except when such activities are authorized by Summit Stage or its designee;
  29. Engaging in any civic, cultural, or other special event except when such activities are authorized by Summit Stage or its designee;
  30. Committing any act which intends to create or incite, or does create or incite, an immediate breach of peace, including, but not limited to,
    - (a) fighting,
    - (b) racing,
    - (c) obscene language and noisy or boisterous conduct tending to cause a breach of the peace, and
    - (d) personally, abusive epithets or words or language of an offensive, disgusting, or insulting nature, which epithets, words, or language when addressed to the ordinary citizen are, as a matter of common knowledge, inherently likely to provoke a violent reaction of fear, anger, or apprehension;
  31. Engaging in sexual activity with self or others while riding or accessing Summit Stage vehicles,

- facilities, or properties;
32. Engaging in gambling or any game of chance for the winning of money or anything of value;
  33. Using Summit Stage vehicles, facilities, or properties for non-transit-related activities, except as authorized by Summit Stage or its designee;
  34. Entering Summit Stage vehicles, facilities, or properties when lacking the ability to care for oneself because of illness, intoxication, or medication(s);
  35. Extending an object or a portion of one's body through the door or window of a Summit Stage vehicle;
  36. Hanging or swinging on bars or stanchions with feet off the floor while on transit property or hanging onto or otherwise attaching oneself to the exterior of a transit vehicle or other transit property;
  37. Engaging in any physical sport activity on transit property;
  38. Loitering (customers are expected to board the next scheduled transit vehicle traveling in the direction of their destination);
  39. Refusing to allow proper securement of a wheelchair on Summit Stage vehicles;
  40. Wearing of clothing or concealment that prevents transit employees from determining the identity of the individual or that renders security video useless for identification purposes;
  41. Falsely claiming to be a transit operator or other transit employee or volunteer, or, through words, actions and/or the use of clothes, insignia, or equipment resembling department-issued uniforms and equipment, creating a false impression that one is a transit operator or other transit employee or volunteer;
  42. Interfering or tampering with mobile computers or any other equipment on Summit Stage vehicles or properties;
  43. Laying hands or verbally intimidating a transit operator or transit employee, including spitting on them.
  44. Impeding paratransit service through non-compliance with the paratransit procedures;
  45. Violating an exclusion order issued under these Rules of Conduct.
  46. Endangering the health and safety of an infant or small child by refusing to remove them from a stroller before the vehicle begins moving.

### **ARTICLE III. EXCLUSION FROM SERVICE**

1. Basis for Exclusion. Any person engaging in prohibited conduct under these provisions of Article II, Section A, may be refused entrance upon, ordered to leave, or otherwise restricted in the use of Summit Stage vehicles, facilities, or properties by a commissioned law enforcement official, Summit Stage personnel, or authorized personnel of a Summit Stage contracted service provider. Failure to immediately comply with such a removal or exclusion order may be grounds for prosecution.
2. Immediate Exclusion or Removal. Where there is a violation of Article II, Section A, a Summit Stage employee, commissioned law enforcement official, Summit Stage personnel, or authorized personnel of a Summit Stage contracted service provider may, among other options described in the previous section, immediately reseat, refuse transportation, or have removed from Summit Stage vehicles, facilities, or properties without prior written notice a person who has engaged in prohibited conduct under the same clause, which, in Summit Stage's discretion, poses a safety or security risk, interferes with or impinges on the rights of others, impedes the free flow of the general public, or impedes the orderly and efficient use of Summit Stage vehicles, facilities, or properties. If an individual who is immediately excluded or removed is also excluded from future access to Summit Stage agency vehicles, facilities, or properties, Summit Stage should, to the extent possible, give notice to that individual of the future exclusion pursuant to Article III.
3. Notice Procedure. Summit Stage may give a person to be excluded from Summit Stage vehicles, facilities, or properties written notice, to the extent possible, by personal delivery or by U.S. Postal Service Priority Mail, delivery confirmation requested, addressed to the person's last known address. The notice shall specify the reason or reasons for exclusion, identify the scope, duration, and effective date of the exclusion, indicate the length of the exclusion period, and explain the appeal process. The exclusion notice is effective upon actual or constructive receipt.
  - a. Constructive Receipt. Receipt of an exclusion notice is construed to have occurred if the person knew or reasonably should have known from the circumstances that he or she is excluded from Summit Stage vehicles, facilities, or properties. Receipt of an exclusion notice is also presumed to have been accomplished three calendar days after the notice has been placed in the U.S. Mail to the person's last known mailing address. In this circumstance, the window of exclusion will run

from the third calendar day after being mailed through the number of days indicated in the letter to the passenger.

4. Length of Exclusion. The following suggested exclusion lengths are guidelines to be used by Summit Stage in determining the duration of a particular exclusion under the provisions of Article II and Article III. The actual exclusion period imposed may be shorter or longer depending on the circumstances of each case. Circumstances that Summit Stage may consider in determining the length of exclusion include, but are not limited to, the circumstances of the incident and the individual's history of documented prior conduct/incidents while using or accessing Summit Stage vehicles, facilities, or properties. Permanent exclusion may be appropriate under certain circumstances. In the case where a person has received a significant number of exclusions, a pattern of exclusions would be grounds to escalate to a longer exclusionary period.
  - a. If the person being excluded has had no policy violations, including exclusions or removals, in the prior 12 months, the duration of the exclusion should not exceed 30 days.
  - b. If the person being excluded has had one or more prior policy violations, including exclusions or removals, in the prior 12 months, the exclusion should not exceed 6 months.
  - c. If the prohibited conduct is identified as a crime against a person or involves a firearm or other dangerous weapon, the duration of the exclusion could range up to 12 months or possibly be permanent.
5. Appeal Procedure. Not later than 15 calendar days after an exclusion notice becomes effective, an excluded person may appeal in writing to the Summit Stage Operations Manager for a review of the exclusion. The appellant may request a hearing, or the appellant may request review without a hearing based on a written statement setting forth the reasons why the appellant believes exclusion is invalid or improper. If the appellant is unable to respond in writing, Summit Stage will make reasonable accommodations. If no hearing is requested, the Summit Stage Operations Manager, or their designee, shall render a written decision within 30 calendar days after Summit Stage's receipt of the appeal. The exclusion shall remain in effect during the appeal process.
6. Hearing. If the appellant does request a hearing, the hearing shall be held within 30 calendar days after Summit Stage's receipt of the appeal, and the hearing may be recorded. The Summit Stage Operations Manager, or their designee, shall render a written decision within 20 calendar days after the hearing. The exclusion shall remain in effect during the appeal process.
7. Other Laws Not Limited. The enforcement of Article II and Article III herein is not intended to limit, in any manner, the enforcement of any applicable federal, state, or municipal laws.
8. Liability. Nothing in Article II or Article III herein shall create a duty to any person on the part of Summit Stage or form any basis for liability on the part of Summit Stage, its officers, agents, employees, or volunteers. The obligation to comply with Article II is solely that of any person entering and using Summit Stage's vehicles, facilities, and properties, and Summit Stage's enforcement of such is discretionary not mandatory.

# Appendices

Appendix 1 Summit Stage Exclusion Order

## SUMMIT STAGE EXCLUSION

ORDER DATE: \_\_\_\_\_

TO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_  
\_\_\_\_\_

This letter shall serve as a Notice of Exclusion.

This exclusion is effective \_\_\_\_\_ for \_\_\_\_\_ except as specified in the appeal  
process. (Beginning Date) (No. of Days)

Throughout this period, you are barred from contact with any Summit Stage Employee or entering in or onto:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Failure to comply with this Exclusion Order shall be grounds for criminal prosecution for

trespass. This action is being taken because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you wish to appeal this decision, you must contact the Operations Manager, in writing, (or by phone) (970/668-4162) at the address below, within 15 calendar days of the effective date of this Exclusion Order. You may request a hearing or a review without a hearing based on a written statement why you believe this exclusion is invalid or improper. **This exclusion will remain in effect throughout the appeal process.**

\_\_\_\_\_  
Summit Stage Designee

NOTES:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Summit Stage Customer Code of Conduct

The Summit Stage Code of Conduct consist of five separate sections, which include the following:

- Section I: Introduction
- Section II: Authority
- Section III: Prohibited Conduct
- Section IV: The ADA and Reasonable Modification
- Section V: Enforcement

### SECTION I. INTRODUCTION

The Summit Stage offers free public transit services and is dedicated to ensuring the safety, security, comfort, and convenience of all those who use its services.

**The purpose of the Summit Stage Customer Code of Conduct (the “Code”) is to maintain public transportation services, vehicles, and facilities that are orderly, safe, secure, comfortable, and convenient for the benefit of the general public. The Code is intended to ensure that any one person may not adversely affect others using or operating the Summit Stage.**

Summit Stage customers shall treat other patrons and agency representatives with consideration, patience, respect, and civility to allow use, operation and enjoyment of the transit services and facilities in a safe and gratifying manner for all persons.

### SECTION II. Authority

Pursuant to C.R.S. § 18-9-117, the Summit County Board of Commissioners approved this Customer Code of Conduct on                     .

### SECTION III. PROHIBITED CONDUCT

The following conduct is prohibited on Summit Stage vehicles, within or upon Summit Stage facilities or property, and in connection with Summit Stage’s provision of public transportation services:

#### A. Public Safety and Security

1. Engaging in any conduct prohibited by any federal, state, or municipal civil or criminal law.
2. Carrying any flammable liquid, explosive, acid, or other article or material likely to cause harm to others.
3. Dumping or discarding any materials on transit property, including but not limited to

hazardous substances and automotive fluids.

4. Wearing of clothing or concealment that prevents transit employees from determining the identity of the individual or that renders security video useless for identification purposes.
5. Carrying, exhibiting, displaying, or drawing any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, or any other weapon apparently capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons.
6. Throwing an object at Summit Stage vehicles, facilities, or property, or throwing an object at any person on Summit Stage property.
7. Operating, stopping, standing, or parking a vehicle in any roadway or location restricted for use only by Summit Stage vehicles or otherwise restricted.

## B. Health and Hygiene

1. Failure to maintain a reasonable level of personal hygiene. It is not Summit Stage's objective to enforce personal hygiene standards on the public, but in order to maintain a clean and safe environment to all who use Summit Stage's vehicles and property, passengers who may contaminate an area due to blood, urine, fecal matter, or other body fluids will be refused transportation.
2. Intentionally causing a repulsive odor so extreme and unavoidable that it causes a nuisance, unreasonably interferes with the use, operation, or enjoyment of Summit Stage vehicle or facility, or creates a direct threat or unsafe condition (subject to ADA reasonable modification, see Code section IV).
3. Spitting, urinating, or defecating, except in the appropriate plumbing fixtures in restroom facilities.
4. Failure to wear footwear, shirts/tops, and pants/shorts/skirts on or in any Summit Stage vehicle or facility (subject to ADA reasonable modification, see Code section IV).
5. Entering Summit Stage vehicles, facilities, or properties when lacking the ability to care for oneself because of illness, intoxication, or medication(s).
6. Bathing or washing clothes in Summit Stage restrooms.

## C. Smoking, Eating, Drinking, and Littering

1. Smoking or vaping any substance including but not limited to tobacco (as defined in

the Colorado Clean Indoor Air Act), and use of chewing tobacco, on any Summit Stage vehicle within any prohibited area. “Prohibited area” for the purposes of this rule includes:

- i. Any Summit Stage facility or property where smoking is prohibited by state or local law;
  - ii. Any indoor Summit Stage facility;
  - iii. Any outdoor or enclosed Summit stage Facility where “no smoking” signs are posted; and
  - iv. The area within a radius of 15 feet of the main entry or doorway to an indoor Summit Stage facility.
2. Possessing any open beverage container holding alcohol or possessing controlled substances, unless otherwise authorized by law.
3. Discarding litter other than in designated receptacles.
4. Bringing open food or beverage containers onto Summit Stage Vehicles. Food must be kept in a sealed or resealable container, and beverages must be sealed or in a spill-proof container. Eating on any Summit Stage vehicle is only permitted to the extent that it is medically necessary.

#### D. Occupancy

1. Occupying more than one seat or placing their foot on a station, platform, or conveyance when to do so would interfere or tend to interfere with the operation of the transit system or the comfort of other passengers.
2. Endangering the health and safety of an infant or small child by refusing to remove them from a stroller before the vehicle begins moving.
3. Refusing to allow proper securement of a wheelchair on Summit Stage vehicles.
4. Sitting or lying on floors of Summit Stage vehicles or floors, sidewalks, asphalt, grass, or other ground covering in or on Summit Stage facilities and properties.
5. Entering or remaining upon any nonpublic areas of Summit Stage facilities or properties, including, but not limited to, staging areas, work areas, and equipment rooms including after hours of operation except when authorized by Summit Stage or its designee.
6. Obstructing or impeding the flow of Summit Stage’s vehicles or passenger traffic or hindering or preventing access to Summit Stage vehicles, facilities, or property. This includes causing unreasonable delays in boarding or alighting, blocking or partially

blocking an aisle or stairway with a package or object or otherwise unlawfully interfering with the provision or use of public transportation services.

## E. Behavior, Activities, and Disturbances

1. Occupying or remaining on Summit Stage vehicles or property where the totality of the circumstances indicates that an individual is not using Summit Stage or other transit services. Transit customers are expected to board the next scheduled transit vehicle traveling in the direction of their destination.
2. Remaining on board a Summit Stage vehicle without a destination.
3. Sleeping on board a Summit Stage vehicle or Summit Stage facility.
4. Camping or storing personal property on benches or floors on or within a Summit Stage vehicle or facility, properties, unless otherwise authorized by law.
5. Using Summit Stage vehicles, facilities, or properties for non-transit-related activities, except as authorized by Summit Stage or its designee.
6. Destroying, defacing, or otherwise damaging Summit Stage vehicle or facility.
7. Operating any device used to listen to music or other sound (other than a mobile phone when used for communications) without earphones or at such a loudness level that the sound causes a disturbance.
8. Using a public address system, loudspeaker, or other sound-amplifying device, except as authorized by Summit Stage or its designee.
9. Extending an object or a portion of one's body through the door or window of a Summit Stage vehicle.
10. Disturbing others by engaging in loud, raucous, unruly, harmful, aggressive, violent, or harassing behavior. This includes offensive behavior, unwelcome conduct of a sexual nature, or abusive, repeated conduct directed toward an individual because of their sex, race, color, national origin, religion, marital status, sexual orientation, gender identity, pregnancy, ancestry, age, military status, disability, genetic information, or any other status protected by law.
11. Committing any act which intends to create or incite, or does create or incite, an immediate breach of peace, including, but not limited to,
  - i. fighting,
  - ii. racing,
  - iii. obscene language and noisy or boisterous conduct tending to cause a breach

of the peace, and

- iv. personally, abusive epithets or words or language of an offensive, disgusting, or insulting nature, which epithets, words, or language when addressed to the ordinary citizen are, as a matter of common knowledge, inherently likely to provoke a violent reaction of fear, anger, or apprehension.
12. Engaging in sexual activity with self or others while riding or accessing Summit Stage vehicles, facilities, or properties.
13. Riding a skateboard, inline skates, roller skates, scooter, or hoverboard. Wheeled transportation devices used as a mobility aid for an individual with a disability are permitted.
14. Riding bicycles, unicycles, mopeds, or other motorcycles, except where public vehicle travel (excluding bus only lanes) and access is permitted.
15. Hanging or swinging on bars or stanchions with feet off the floor while on transit property or hanging onto or otherwise attaching oneself to the exterior of a transit vehicle or other transit property.
16. Engaging in any physical sport activity on transit property.
17. Engaging in gambling or any game of chance for the winning of money or anything of value.
18. Using Summit Stage property for residential or commercial parking purposes except as authorized by Summit Stage or its designee.
19. Engaging in commercial activities, except when such activities are authorized by Summit Stage or its designee.
20. Engaging in public communication activities, except when such activities are authorized by Summit Stage or its designee.
21. Engaging in any civic, cultural, or other special event except when such activities are authorized by Summit Stage or its designee.
22. Falsely claiming to be a transit operator or other transit employee or volunteer, or, through words, actions and/or the use of clothes, insignia, or equipment resembling department-issued uniforms and equipment, creating a false impression that one is a transit operator or other transit employee or volunteer.
23. Interfering or tampering with mobile computers or any other equipment on Summit Stage vehicles or properties.
24. Laying hands or verbally intimidating a transit operator or transit employee, including spitting on them.

25. Impeding paratransit service through non-compliance with the paratransit procedures.
26. Engaging in other conduct that is inconsistent with the intended purpose of the transit facility, transit station, or transit vehicle or refusing to obey the lawful commands of an agent of the transit agency or a law enforcement officer to cease such conduct.
27. Violating enforcement issued under this Code of Conduct.

## Section IV: THE ADA AND REASONABLE MODIFICATION

1. Under the Americans with Disabilities Act (ADA), transportation entities are required to make reasonable modifications to their policies, practices, and procedures to avoid discrimination and ensure that their programs are accessible to individuals with disabilities. In accordance with this directive, Summit Stage will make every effort, to the maximum extent feasible, to ensure that a person with a disability has access to, and benefits from, its services.
2. Summit Stage will make reasonable modifications to its policies, programs, and procedures applicable to its transportation services when necessary to avoid discrimination and ensure accessibility for people with disabilities.
3. When making a reasonable modification for an individual with a disability, the modification is not intended to:
  - a. Cause a direct threat to the health and safety of others;
  - b. Create undue financial or administrative burdens;
  - c. Constitute a fundamental alteration to a service; or
  - d. Be more than necessary to provide equal access to a Summit Stage Service.
4. Further information regarding reasonable modifications can be found on the Summit stage website under ADA & Paratransit Service. Any questions or concerns on reasonable modification should be directed to \_\_\_\_\_

## Section V: ENFORCEMENT

**The Summit Stage will comply with the Americans with Disabilities Act and Title VI of the Civil Rights Act in the administration of this Code of Conduct. If violations of this Code appear or are claimed to be caused by a disability, Summit Stage personnel are to contact Dispatch for advice and assistance.**

1. Reasons for Enforcement. Any person engaging in prohibited conduct under the rules outlined in the Code may be asked to leave, refused entrance, or otherwise restricted from using Summit Stage vehicles, facilities, or properties. Enforcement may be issued by

Summit Stage employee, a law enforcement official, or authorized personnel of a Summit Stage contracted service provider. Failure to immediately comply with enforcement orders may be grounds for prosecution.

2. Immediate Exclusion or Removal. A Summit Stage employee, law enforcement official, or authorized personnel of a Summit Stage contracted service provider may without prior written notice, among other options described in Section V.1, immediately reseal, refuse transportation, or have removed from Summit Stage vehicles, facilities, or properties a person who has engaged in prohibited conduct under Section III, which, in the Summit Stage's discretion, poses a safety or security risk, interferes with or impinges on the rights of others, impedes the free flow of the general public, or impedes the orderly and efficient use of Summit Stage vehicles, facilities, or properties. If an individual who is immediately excluded or removed is also excluded from future access to Summit Stage agency vehicles, facilities, or properties, the Summit Stage should, to the extent possible, give notice to that individual of the future exclusion pursuant to this Section IV.
3. Notice Procedure. Summit Stage staff may give a person to be excluded from Summit Stage vehicles, facilities, or properties written notice to the extent possible. The notice will be by personal delivery or by U.S. Postal Service Priority Mail with delivery confirmation requested and addressed to the person's last known address. The notice shall specify the reason or reasons for exclusion, the duration and effective date of the exclusion, and explain the appeal process. The exclusion notice is effective upon actual or constructive receipt.
  - a. Constructive Receipt. Receipt of an exclusion notice is construed to have occurred if the person knew, or reasonably should have known from the circumstances, that he or she is excluded from Summit Stage vehicles, facilities, or properties. Receipt of an exclusion notice is also presumed to have been accomplished five calendar days after the notice has been placed in the U.S. Mail to the person's last known mailing address. In this circumstance, the window of exclusion will run from the fifth calendar day after being mailed through the number of days indicated in the letter to the passenger.
4. Length of Exclusion. The following suggested exclusion lengths are guidelines to be used by Summit Stage in determining the duration of a particular exclusion. The actual exclusion period imposed may be shorter or longer depending on the circumstances of each case. Circumstances that Summit Stage may consider in determining the length of exclusion include, but are not limited to, the circumstances of the incident and the individual's history of documented prior conduct while using or accessing Summit Stage vehicles, facilities, or properties. Permanent exclusion may be appropriate under certain circumstances. In the case where a person has received a significant number of exclusions, a pattern of exclusions would be grounds to escalate to a longer exclusionary period.

- a. If the person being excluded has had no policy violations, including exclusions or removals, in the prior 12 months the duration of the exclusion should not exceed 30 days.
  - b. If the person being excluded has had one or more prior policy violations, including exclusions or removals, in the prior 12 months the exclusion should not exceed 6 months.
  - c. If the prohibited conduct is identified as a crime against a person or involves a firearm or other dangerous weapon, the duration of the exclusion could exceed 6 months, and in some circumstances, the exclusion may be permanent.
5. Appeal Procedure. Not later than 15 calendar days after an exclusion notice becomes effective, an excluded person may appeal in writing to the Summit Stage Operations Manager for a review of the exclusion. The appellant may request a hearing, or the appellant may request review without a hearing based on a written statement setting forth the reasons why the appellant believes exclusion is invalid or improper. If the appellant is unable to respond in writing, Summit Stage will make reasonable accommodations. If no hearing is requested, the Summit Stage Operations Manager, or their designee, shall render a written decision within 30 calendar days after Summit Stage's receipt of the appeal. The exclusion shall remain in effect during the appeal process.
6. Hearing. If the appellant does request a hearing, the hearing shall be held within 30 calendar days after Summit Stage's receipt of the appeal, and the hearing may be recorded. The Summit Stage Operations Manager, or their designee, shall render a written decision within 20 calendar days after the hearing. The exclusion shall remain in effect during the appeal process.
7. Other Laws Not Limited. The enforcement of this Code is not intended to limit, in any manner, the enforcement of any applicable federal, state, or municipal laws.
8. Liability. Nothing in this Code shall create a duty to any person on the part of Summit Stage or form any basis for liability on the part of Summit Stage, its officers, agents, employees, or volunteers. The obligation to comply with the Code is solely that of any person entering and using Summit Stage's vehicles, facilities, and properties, and Summit Stage's enforcement of such is discretionary.
9. Severability. If any one or more of the provisions in the Code shall be declared by any court of competent jurisdiction to be contrary to law, then such provisions shall be null and void and shall be deemed severable from the remaining provisions in the Code and shall in no way affect the validity of the other provisions of the Code.
10. Additional enforcement. In addition to any other enforcement under this Code, illegal activity may result in a citation under any federal, state, or local law, regulation, or



TRANSIT DEPARTMENT

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Frisco, CO 80443

ordinance, including C.R.S. § 18-9-114 – Hindering Transportation (Class 2 Misdemeanor), C.R.S. § 18-9-115 – Endangering Public Transportation (Class 3 Felony), and C.R.S. § 18-9-117 – Unlawful Conduct on Public Property (Petty Offense). This Code does not seek to limit, replace, or conflict with any federal, state, or local law, regulation, or ordinance and does not limit or prevent any law enforcement agency or entity from taking any lawful action against any person in or on any Summit Stage vehicle, facility, or property.

**Policies and Procedures for the  
Use of Summit County Government Property and Facilities**

**I. Purpose.**

**A. Scope of application.** The purpose of this policy is to establish generalized guidelines regarding the use of all Summit County Government property and facilities by non-County organizations and individuals who are not otherwise engaged in official business on the premises. These generalized policies and procedures are intended to compliment, and be consistent with, the existing policies and procedures for any particular County property and facilities. Notwithstanding the foregoing, in the event that any policy for any specific Summit County property or facility is inconsistent or in conflict with these policies and procedures, these policies and procedures shall supersede and override any such conflicting existing policies and procedures, to the extent necessary. The Board of County Commissioners reserves the right to change the hours for facility use, office business hours, and any other policies set forth herein.

**B. Goals of Policies.** These policies are drafted with an express intent to comply with all legal requirements of the Colorado Fair Campaign Practices Act, as codified at C.R.S. §1-45-101, et. seq., and specifically CRS §1-45-117, and any and all other laws, rules and regulations of the State of Colorado and the United States Government regarding the use of public facilities for speech. These policies are also drafted to fully comply and adhere to the First Amendment of the United States Constitution, Article II, Section 10 of the Colorado Constitution, and all other laws, rules and regulations of the State of Colorado and the United States Government regarding the rights of free speech, assembly, and association. Nonetheless, these policies and procedures are also drafted for the purpose of providing reasonable protection and accommodation for the first amendment rights of all citizens in the use of County property and facilities, and to allow for public speech and assembly at reasonable locations while preserving the ability of the County to perform and protect the primary functions of such property and facilities. In promulgating these policies the Summit County Government finds that it is of the utmost importance to ensure that all residents of and visitors to Summit County, as well as agents, employees, and officers of the Summit County Government, are not deterred from utilizing and enjoying the primary function of such buildings and facilities due to a situation where they are subjected to intrusive speech unrelated to such primary functions, and in turn rendered a vulnerable or constricted audience as a result of their presence to fulfill such primary purpose.

**C.** The Board of County Commissioners reserves the right, when plainly necessary and appropriate, to apply these policies and restrict use of certain buildings and facilities, in a manner which may have the secondary effect of limiting certain broad types of content of speech, such as commercial or political speech, when narrowly tailored and reasonably necessary to maintain the limited and designated nature of the forum in question. Nonetheless, in the application of these policies, the Board of County Commissioners does not intend to engage in or condone any activities, or render any decisions, which in any way result in the discrimination of any viewpoint at any time.

**II. General Policy.**

**A. Presumption of limited public use.** It is the policy of the Board of County Commissioners to limit the use of the County property facilities to government and quasi-government organizations and meetings related to government or civic issues and operations, unless any such facility is expressly designated as open to use by the public for any specific or general purposes pursuant to the policies and procedures in place for any particular facility.

**B. Non-Public Forums.**

- i. **Non-designated facilities.** Any County property or facility, or any portion of a County property or facility, not specifically designated as open for public use, shall be considered a non-public forum, and no use of such areas by the general public, for any purpose including without limitation speech, assembly, or solicitation, will be permitted upon such premises at any time.
- ii. **Areas of ingress, egress, and circulation.** Areas of any County building or facility that are primarily utilized for means of ingress or egress to and from such building or facility, or otherwise utilized for the primary purpose of circulating throughout various offices or facilities of any building, and any waiting rooms for any County offices or departments, are hereby expressly designated as non-public forums, and no public use or activities outside of the specific primary function of such building or facility shall be allowed, unless expressly authorized and designated to the contrary in the County policy for any particular facility. Examples of such non-public forum areas include, but are not limited to, the following: doorways and foyers to any County building, sidewalks or walkways immediately adjacent to such buildings, stairways or elevators within the building, and waiting rooms for particular offices.

**C. Priority for conflicts of use of facilities designated as available for public use.**

Specific policies and procedures for particular County property and facilities shall designate those facilities or areas that are made available for public use, and specifically outline the scope of use allowed at any such particular location. County department activities receive first priority for the use of the available facilities. Non-County organizations reserve space with the understanding they may be asked to find alternate meeting space if the facility is needed by a County department. In no event will a non-County scheduled event be displaced without two weeks notice, and the County will endeavor to relocate the reserved event within County facilities if available.

**D. Community Center Standards.** Notwithstanding any of the foregoing provisions of Articles I or II of this policy, the Board of County Commissioners recognizes the Summit County Community Center as a designated public forum more readily open to public use of a broader array of activities. Accordingly, the Community Center is designated as the primary facility for activities deemed generally inappropriate at other County facilities carrying a primary administrative governmental purpose, such as the Summit County Commons. Such activities considered appropriate at the Community Center may include political activities and fundraising events. The use of the Community Center as a designated public forum, and the concomitant limitations of such uses, shall be primarily governed by the specific Community Center Policies and Procedures, and the more stringent general policies contained herein shall not restrain such use as is otherwise allowed at the County Commons. Moreover, all priority of use conflict policies set forth herein shall also be superseded by the specific Community Center policies on such allocation of uses, which specifically provides for a set percentage of use of said facility to be reserved for the Summit County Seniors.

**E. Frisco Transit Center Standards.** Notwithstanding any of the foregoing provisions of Articles I or II of this policy, the Board of County Commissioners hereby designates the Frisco Transit Center as a non-public forum, and the public is prohibited from using the building or grounds at the Frisco Transit Center for speech, assembly, or solicitation. It is the Board of County Commissioners policy to limit the use of the Frisco Transit Center to transit activities. The purpose

of the Transit Center is to provide a transportation hub to facilitate transfers among public and private means of transit and provide a safe place for transit users to wait for a connection. All persons using the Frisco Transit Center are subject to the Summit Stage Customer Code of Conduct.

### III. Use of County Billboards.

A. **General policy.** Billboards contained in any County building or facility are considered County owned and operated facilities, which carry the imprimatur of the Summit County Government, and accordingly are intended to be used for limited public purposes pertaining to public noticing for governmental and civic events that have a direct nexus to the location of the billboard.

B. **Billboard manager.** A manager for each billboard space within any County building or facility shall be designated by the Summit County Manager, and the identity and contact information of such manager shall be designated on the subject bulletin board at all times. Said billboard manager shall be responsible for reviewing all requests for posting on such bulletin board, and ensuring that the policies set forth herein are properly applied and adhered to.

C. **County postings.** The County reserves the priority right for the use of the available bulletin board facilities and space for the purpose of posting notices and information regarding governmental activities. Non-County organizations may utilize such bulletin boards only with the express understanding they may be asked to find alternate posting space if posting space is needed by a County department. The County will endeavor to ensure that non-County postings will not be displaced without three days notice, or within three days of a scheduled event which such posting is intended to provide notice for.

D. **Public Postings.** Public use of billboards contained in any County building or facility shall be limited to informational postings that are specifically limited to descriptions of time, date, and topic for any event to be held within the building or facility where the billboard is located.

E. **Timing of postings.** Such notices may not be posted more than three (3) weeks prior to the date that such event is scheduled. Priority will be given for postings to events scheduled to occur soonest.

F. **Application.** No postings may be placed on any County bulletin board until a written application has been submitted to the manager of said bulletin board. All such applications shall present a concise statement regarding the identity of the group requesting posting space, the purpose of such posting, and an exact copy of the posting requested to be made, in terms of both content and size. The manager shall endeavor to make a decision on such request within three working days of such request.

G. **Editorial functions.**

- i. Use of the County billboard shall not be permitted for any speech which is primarily politically or commercially oriented. The designated manager for any such billboard is hereby authorized to exercise editorial discretion in determining if any postings on such bulletin boards violates this restriction, in light of the particular contents of such posting, and is further authorized to immediately remove any postings that so violate this prohibition.

- ii. The billboard manager is further authorized to utilize his or her discretion in determining the priority of postings and the necessary size of postings in order to ensure that those postings adhere to the policies and priorities set forth herein.
- iii. In exercising such editorial discretion, the County shall at no time render any decision on the basis of the viewpoint expressed within such posting.

**IV. Denial of Request.**

The County reserves the right to refuse approval for the use of the facilities when it is deemed that such action is necessary and in the best interest of the County, including without limitation for the following reasons:

- A. Requested activities which block building access or walkways, or interfere with the ongoing operation of official County business, will be denied
- B. Proposed activities that are inappropriate for the size or physical features of the facilities sought to be used will either be denied or rescheduled.
- C. No fund raising events will be permitted, except for such uses at the Community Center as previously excepted in Article II.d. above.
- D. No political activities as described above will be permitted, except for such uses at the Community Center as previously excepted in Article II.d. above.
- E. Prior misuse or abuse of buildings, facilities, or County-owned equipment may result in denial of future use.
- F. No commercial activities will be permitted.
- G. Failure to follow the policies and procedures established by the Board of County Commissioners may result in denial of use.

**V. Smoking**

- A. Smoking is strictly prohibited within any building owned, leased or operated by Summit County. This includes electronic cigarettes or vaporizers.
- B. The use or sale of marijuana products of any type is strictly prohibited within any building or on any property owned, leased or operated by Summit County.
- C. Smoking areas may be provided outside buildings, as designated by the County.

**Swan Meadow Temporary Shuttle Ridership  
2024**

	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1		15	19							
2		19	17							
3		18	18							
4		15	19							
5		25	8							
6		27	22							
7		17	29							
8		27	16							
9		5	19							
10		7	23							
11		19	28							
12		19	19							
13		26	17							
14		20	15							
15		23								
16		32								
17	25	17								
18		15								
19		9								
20		27								
21		5								
22		23								
23		27								
24	25	18								
25		16								
26		17								
27		14								
28		5								
29		17								
30		23								
31	35									
<b>Total</b>	85	547	269	0	0	0	0	0	0	0
<b>Avg/day</b>	5.67	18.23	19.21							



# Memo

To: Town Council  
From: Julia Puester, AICP, Assistant Community Development Director  
Date: June 2, 2024 (for meeting of June 11, 2024)  
Subject: Employee Generation Nexus Study

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In 2020 and 2021, the Town adopted employee generation regulations requiring all new development to mitigate 35% of the employees that are generated by the new development, and by an increase of intensity of use over the existing use (i.e. retail to restaurant use). The required mitigation is the provision of 350 sq. ft. of housing per employee, which can be met onsite, off-site, or via payment of a fee-in-lieu (only for developments generating less than 1.0 employee). The employee generation numbers for each business use type were copied from the Town of Vail's similar employee generation table, which utilized a nexus study to determine the generation rates. Because of timing concerns, the Town utilized Vail's numbers when the employee generation regulations were adopted. COVID impacts to businesses were still occurring and staffing numbers had not returned to normal, and consultants indicated a business survey on the number of employees for each business at that time would not be representative of normal employee rates.

The Town always intended to do its own nexus study with our businesses when service levels returned to "normal". Staff hired Economic and Planning Systems, Inc. (EPS), which has completed multiple similar studies throughout Colorado. EPS sent out 442 surveys to businesses with the help of the Town's business license list, and staff followed up with 42 businesses that did not originally respond. A total of 109 valid businesses responded. Response rates, EPS states, *"is sufficient to establish a reasonable relationship between the size of a business, the number of employees generated and the Town's employee housing mitigation requirements."*

The study (attached) shows that Breckenridge generation numbers differ from the Town of Vail's numbers. Lower employee generation is primarily due to the difference in level of service in some of the categories such as lodging and restaurants. Higher numbers in categories such as large restaurants, health club, retail, and spas could be due to more frequented establishments in comparison to Vail. Staff also asked EPS to add new categories including bar/taphouse and counter service/fast food.

It is important to recognize that the employee generation numbers used in Vail which are currently in the Town's Development Code are *not* applicable to Breckenridge and need to change to reflect Breckenridge employee generation numbers. Below is a chart of EPS's recommended categories with employee generation numbers. The study is attached in full for further review.

Description	Recommended Employee Generation Rate
Restaurant (majority of staffing is food service)	
Fast food/counter service	3.26 employees per 1,000 sq. ft.
Sit down/table service - outdoor space at up to 25% of indoor size <sup>1</sup>	8.34 employees per 1,000 sq. ft.
Sit down/table service - outdoor space greater than 25% of indoor size <sup>1</sup>	12.78 employees per 1,000 sq. ft.
Outdoor additions <sup>2</sup>	4.44 employees per 1,000 sq. ft.
Taphouse/Brewery/Bar (without food service)	2.73 employees per 1,000 sq. ft.
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3.41 employees per 1,000 sq. ft.
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	2.88 employees per 1,000 sq. ft.
Personal services (e.g. salon, spa, nailcare, skincare)	5.54 employees per 1,000 sq. ft.
Retail	2.95 employees per 1,000 sq. ft.
Office	6.26 employees per 1,000 sq. ft.
Hospitality	0.23 employees per room/unit

<sup>1</sup> Rate applied to indoor square footage

<sup>2</sup> Rate applied only if previous outdoor space was <25% of indoor, addition crosses threshold to ≥25% of indoor size

Source: Economic & Planning Systems

Currently, the Town's required employee mitigation is 35% of the employees generated. In other words, of the numbers of employees generated, the Town currently requires that developers provide housing for 35% of those employees. This mitigation rate percentage varies widely among jurisdictions that require employee mitigation. For comparison, Vail requires 20% and Aspen requires 65% of employees to be mitigated. As the employee generation mitigation is another tool in the toolbox for providing our local workforce housing, staff suggests that the Council consider an increase from 35% to a 50% mitigation rate for new businesses or conversions of businesses over a certain size. In staff's experience, use conversions such as retail to fast food/counter service are unlikely to generate more employees due to the small area utilized. Below are two examples which demonstrate issues encountered with such conversions. Per the Development Code, these generation numbers can be challenged by the applicant to the Planning Commission if the applicant can prove alternative numbers.

Staff also would like to highlight that the offsite fee in lieu parking requirements and water plant investment fees (PIFs) also add a high cost to starting a new business in Town.

#### Examples

- Highside Brewery & Pho Real expansion (301 & 301-2 N. Main)- Per the Development Code Policy 24A, 10 employees to be mitigated were required for conversion from retail to taphouse and Pho Real's restaurant conversion from office to food service. The applicants provided their own employee numbers based on experience of running a taphouse and restaurant, presented by their attorney, at the Planning Commission meeting. The Commission agreed with the applicant's numbers and requested staff provide conditions of approval to ensure compliance with the numbers provided. One condition read, *"No more than eight (8) employees at any one time shall be employed for a business located at the Watson House (301-2 N. Main St-Pho Real.), and no more than three (3) employees at any one time shall be employed for a business located at the McMenamy House (301-1 N. Main St.-Highside Brewery). These limits include all employees employed by a business, and not only employees physically present at any one time in the buildings."*

- Coffee Shop conversion from Retail Use- This inquiry did not move forward based on conversion costs of employee generation, parking and plant investment fees (PIFs) but serves as a good example of inquiries that do not move forward due to cost. This space was approximately 220 square feet of retail with a calculation based on 94 sq. ft. (11.75' x 8') of that space converting to food/beverage use. The remainder of the space is unchanged, counting as retail. Below is an estimate for the conversion of 94 sq. ft. of space from Retail to Minor Retail Food and Beverage.
  - Water PIFs:  $0.094 \times 1.2 \text{ SFEs per } 1,000 \text{ sq. ft.} \times \$16,376.31 \text{ per SFE (2024)} = \$1,847.25$
  - Parking Impact Fee:  $2.1 \text{ spaces per } 1,000 \text{ sq. ft.} \times 0.094 \times \$27,172.76 \text{ per parking space} = \$5,363.90$
  - Employee Generation Mitigation:  $([94 \text{ sq. ft.}/1,000 \text{ sq. ft.}] \times [10.2 \text{ restaurant- } 2.4 \text{ credit for retail employees per } 1,000 \text{ sq. ft.}=7.8]) = 0.7332 \text{ new employees generated} \times 35\% = 0.2566$   
 $0.2566 \text{ employees} \times 350 \text{ sq. ft. per employee} = 89.8 \text{ sq. ft.}$   
 $89.8 \text{ sq. ft.} \times \$284 \text{ per sq. ft.} = \$25,508$

Given the above examples, and based on other business owner feedback, staff suggests that some business conversions that involve a small amount of square footage (e.g., less than 500 square feet) could be exempted from the employee mitigation requirements. The feedback we have received is that the costs of providing employee mitigation is not within the financial capability of small, fledgling businesses in Town. If we want to promote new business entrepreneurs, and maintain the vibrant character of Main St., providing an exemption for small conversions of use may be one way to accomplish this. Businesses have the ability to challenge the numbers in the Town's employee mitigation formula, but that also involves additional cost and review by the Planning Commission.

#### Recommendation

Staff would like to pursue 1) a draft ordinance which adopts the EPS Nexus Study employee generation numbers, 2) consideration of an increase in the mitigation rate to 50%, and 3) consideration of a square footage threshold/exemption for additions or conversions under a certain size.

#### Attachments:

- Comparison Chart (Development Code, 5A fees, IZ)
- EPS Nexus Study

## Current Policies, Fees & Inclusionary Zoning Analysis

Policy	Applies To	Existing Regulation Parameters	Proposed	Other
<b>Policy 24A Employee Generation</b>	-New Commercial or Hotel/Lodging/ Timeshare Square Footage (SF)  -Commercial Change of Use to more intense use (e.g. office to restaurant)	-35% of employees generated per use chart to be provided. 25% of which must be on site unless within the Conservation District. (350 sq. ft. min. per employee)  -Fee in lieu for <1 employee.	-Adopt new generation numbers per the EPS Study. -Increase % of employees generated to be provided to 50%. -Create an exemption for conversions under a certain SF to not drastically impact small businesses.	Does not apply to residential.
<b>5A Fees (Approved Ballot Measure)</b>	-New Residential SF (single family and multifamily) -New commercial SF -Sales and Use Tax	-Residential-Sliding Scale based on SF (\$0-\$2/SF) -Commercial- \$2/SF (Sales/Use tax 0.125%)	Working on Admin Rules revisions/clean up, including timing of \$ due from prior to C.O. to at time of building permit issuance.	Ballot measure- Cannot be changed.
<b>Inclusionary Zoning</b>	-New Residential units  -New subdivisions  -Redevelopment/ scrapes for new residential.		New policy to require deed restricted ownership or rental units when new market rate residential is constructed would include: -Amount calculation based on number of new market units. -Amount required must have options of choice. This policy requires options to choose from. Possible options include: a. Built units-onsite or offsite b. Land dedication c. Fee in lieu d. Market units converted to deed restricted e. Development agreement f. Unit credit transfer program (if not taking positive points under 24A) if one developer builds more deed restricted than required/can be sold to others to meet their requirements. Benefit of scale and lack of land.	Does not apply to commercial. Would not apply to deed restricted units required per 24A, or those receiving positive points.

## MEMORANDUM

To: Julia Puester, Laurie Best, Town of Breckenridge

From: Brian Duffany and Rachel Shindman  
Economic & Planning Systems (EPS)

Subject: Draft Breckenridge Employee Generation Rate Study;  
EPS #223144

Date: October 6, 2023; Revised January 24, 2024

*The Economics of Land Use*



The Town of Breckenridge hired EPS to conduct an employee generation study to support the Town's employee housing mitigation code. The intent of this study is to provide current local data on employee generation rates for nonresidential land uses to enable the Town to update Policy 24 of the Breckenridge Town Code regarding employee housing impact mitigation. The Town applies these employment generation rates to development proposals to calculate employee housing mitigation requirements.

The purpose of this memo is to:

- Quantify the number of employees generated by different types of commercial uses
- Provide current employee generation rates that can be incorporated into the Town's code

This memo outlines the methodology for determining the employee generation rates from a survey of local businesses. From the survey data and analysis, we recommend updated employee generation rates for inclusion in Town code. The survey instrument is included in **Appendix A**, and a summary of local housing needs and challenges reported by survey respondents is included in **Appendix B**.

The Town's current code requires housing mitigation for new construction in the following land use categories:

- Hotel/lodging/inn, boarding house, condominium, divisible unit, timeshare unit
- Multifamily housing and townhomes
- Office (including real estate and property management offices)
- Conference facilities
- Eating and drinking establishment/restaurants and bars (with outdoor dining areas included in area calculation)
- Health clubs
- Retail stores/personal services/service commercial/repair shops
- Spas

*Economic & Planning Systems, Inc.*  
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Denver, CO 80202-3511  
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303 623 9049 fax

Denver  
Los Angeles  
Oakland  
Sacramento

The study recommends revisions to these land use categories based on the survey analysis and similarities and differences between land use types. The analysis accounts for the ongoing employment resulting from operating the businesses in each land use category. Construction jobs occur one time when a project is built and are not included in this analysis.

Residential land uses require a different type of analysis to determine employee generation rates, and were not included within the scope of this study. This analysis focuses on the direct employment generated by non-residential businesses. The employees generated from the occupancy of residential development is based on indirect and induced employment and utilizes a different methodology.

## **Methodology**

In the spring and summer of 2023, EPS and Town staff fielded a survey to businesses in the Town of Breckenridge. Following the online distribution of the survey, Town staff followed up directly with bar, restaurant, and hotel businesses to improve response rates from those categories.

The land use categories included within the survey were:

- Health and wellness (e.g., yoga, fitness/gym, physical therapy)
- Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding house)
- Maintenance, automotive, service, and/or repair (including warehouse and showroom space)
- Office, broken out into:
  - Business/professional (legal, accounting, architecture, etc.)
  - Finance/banking/insurance
  - Medical
  - Real estate/property management
- Personal services (e.g., salon, spa, nailcare, skincare)
- Recreation (e.g., tours, guiding services)
- Restaurant (majority of staffing is food service), broken out into:
  - Fast food/counter service (e.g., coffee shop, ice cream shop, deli, bakery)
  - Sit down/table service
- Retail (e.g., grocery, gas station/convenience, other retail), broken out into:
  - Grocery store
  - Other retail store (excluding grocery)
- Tapouse/brewery/bar (without food service)

Respondents were asked about the type of business they have or manage, the size of that business, and employment levels in a “typical week” during the winter high season, summer high season, and low season. Additional questions were asked about overall affordable housing needs and hiring/retention challenges employers are facing.

Restaurant respondents were asked about the presence and size of separate bar space. Restaurant and bar respondents were also asked about presence, size, and type of outdoor space (e.g., seating only, bar service, full service).

The survey was distributed to 442 businesses, with phone and email follow up to 42 business that did not originally respond. A total of 144 businesses responded to the survey and follow up. After cleaning the raw response data to remove partial responses, errors, and businesses that did not have physical space in the town, there were 109 usable responses. Response rates ranged from 10% to 83% among the various business categories. This data is sufficient to establish a reasonable relationship between the size of a business, the number of employees generated, and the Town’s employee housing mitigation requirements.

The data reported represents full time equivalent (FTE) jobs, accounting for both full time and part time employees (part time employees are considered 0.5 full time). Generation rates are reported as employees per 1,000 square feet, except for accommodations uses that are reported as employees per room/unit (per room for hotel/motel, per unit for timeshares).

### ***Seasonal Variation***

A key consideration in mountain resort communities is the seasonal variation of employment. To account for this, the survey asked for typical employment during winter high season, summer high season, and low season. Survey results were weighted based on 20 year seasonal employment trends, as shown in **Table 1**. This data shows the highest employment in winter, at 110 percent of yearly average, with summer employment at 93 percent of yearly average. October and May are the only months with employment less than 90 percent of the annual average.

Based on these trends, the winter high season is six months long (November through April), summer high season is four months (June through September), and low season is two months (May and October). Overall employment was calculated as a weighted average of the three seasonal employment metrics based on this distribution.

**Table 1. Summit County Seasonal Employment, 2000-2021**

Description	2000	2005	2010	2016	2017	2018	2019	2020	2021	Average
<b>Monthly Employment</b>										
January	21,349	20,300	19,864	23,553	24,027	24,455	24,825	25,262	22,677	21,924
February	21,521	20,380	19,982	23,650	23,943	24,288	24,793	25,245	22,953	21,942
March	21,697	20,698	19,961	23,534	23,963	24,242	24,620	24,763	22,961	21,988
April	20,509	18,381	17,994	21,143	21,893	22,108	22,489	13,404	21,779	19,562
May	16,225	15,019	14,194	17,334	17,658	18,236	18,868	14,138	18,834	15,982
June	17,315	16,236	15,184	19,411	20,000	20,402	20,756	16,202	19,656	17,421
July	17,926	16,803	16,138	20,028	20,557	20,909	21,329	18,305	20,286	18,155
August	18,045	16,693	16,069	19,972	20,505	20,490	21,118	18,799	20,113	18,117
September	17,170	16,033	15,326	19,346	19,783	19,712	20,164	18,465	19,344	17,366
October	17,289	15,846	14,854	18,620	19,187	19,199	19,885	18,205	18,914	16,902
November	19,318	17,419	16,548	20,233	21,011	22,022	22,512	19,930	21,001	18,818
December	22,322	20,638	19,907	23,842	24,165	24,586	24,978	22,386	23,299	21,724
<b>Average</b>	<b>19,224</b>	<b>17,871</b>	<b>17,168</b>	<b>20,889</b>	<b>21,391</b>	<b>21,721</b>	<b>22,195</b>	<b>19,592</b>	<b>20,985</b>	<b>19,158</b>
<b>Monthly Employment Indexed to Annual Average</b>										
January	1.11	1.14	1.16	1.13	1.12	1.13	1.12	1.29	1.08	1.15
February	1.12	1.14	1.16	1.13	1.12	1.12	1.12	1.29	1.09	1.15
March	1.13	1.16	1.16	1.13	1.12	1.12	1.11	1.26	1.09	1.15
April	1.07	1.03	1.05	1.01	1.02	1.02	1.01	0.68	1.04	1.02
May	0.84	0.84	0.83	0.83	0.83	0.84	0.85	0.72	0.90	0.83
June	0.90	0.91	0.88	0.93	0.93	0.94	0.94	0.83	0.94	0.91
July	0.93	0.94	0.94	0.96	0.96	0.96	0.96	0.93	0.97	0.95
August	0.94	0.93	0.94	0.96	0.96	0.94	0.95	0.96	0.96	0.95
September	0.89	0.90	0.89	0.93	0.92	0.91	0.91	0.94	0.92	0.91
October	0.90	0.89	0.87	0.89	0.90	0.88	0.90	0.93	0.90	0.88
November	1.00	0.97	0.96	0.97	0.98	1.01	1.01	1.02	1.00	0.98
December	1.16	1.15	1.16	1.14	1.13	1.13	1.13	1.14	1.11	1.13
<b>Average</b>	<b>1.00</b>									

Source: QCEW; Economic & Planning Systems

## Survey Analysis and Results

EPS analyzed the survey data to determine the employee generation rates for the land use categories with usable responses from the survey. The number of responses by business and land use type are summarized in **Table 2**.

**Table 2. Survey Responses by Business Type**

Description	Number of Respondents	Pct Respondents
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3	3%
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	3	3%
Personal services (e.g. salon, spa, nailcare, skincare)	5	5%
Recreation (e.g. tours, guiding services)	1	1%
Taphouse/Brewery/Bar (without food service)	6	6%
Restaurant (majority of staffing is food service)	25	23%
<i>Fast food/counter service (e.g. coffee shop, ice cream shop, deli, bakery)</i>	4	4%
<i>Sit down/table service</i>	21	19%
Retail (e.g. grocery, gas station/convenience, other retail)	31	28%
Office (e.g. medical, professional, real estate, nonprofit, consulting)	25	23%
<i>Business/professional (legal, accounting, architecture, etc)</i>	5	5%
<i>Finance/banking/insurance</i>	3	3%
<i>Medical</i>	2	2%
<i>Real estate/property management</i>	15	14%
Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding hous)	10	9%
<b>Total</b>	<b>109</b>	<b>100%</b>

Source: Economic & Planning Systems

After the initial data cleaning, responses in each business and land use category were evaluated for the number of total responses and major similarities or differences. Some land use categories were then combined if they had similar employment generation rates. Some categories also had to be excluded for small sample sizes.

Office business types were consolidated into a single category because there was not any significant variation on employment generation rates across business types in office space. Recreation businesses and grocery stores were excluded from the analysis because there were insufficient responses. A process for addressing these cases and unique land uses is addressed in the Implementation Considerations section.

In restaurants, the presence of separate bar space is not considered to be a differentiator, as it was not found to have an impact on employee generation. Within restaurants, however, fast food/counter service businesses were found to have significantly lower employee generation rates from sit down/table service restaurants, and are thus differentiated within the analysis and recommendations. Additionally, as discussed below, the size of outdoor space at sit down/table service restaurants was found to impact employee generation rates and this is also differentiated within the analysis and recommendations.

### ***Employee Generation***

Employment and business size data from the survey was used to calculate employees per 1,000 square feet for all respondent businesses, and in aggregate for all business and/or land use types. The ranges, medians, and averages were all considered in determining the employment generation rates, as shown in **Table 3**. Data was analyzed for winter season, summer season, low season, and the weighted annual average (as described above). The weighted average employment was determined to be the most appropriate metric to determine overall employee generation rates. Based on this metric, employee generation rates range from 2.7 employees per 1,000 square feet for taphouse/brewery/bar uses to 12.8 employees per 1,000 square feet for sit down/table service restaurants with outdoor space that is greater than 25 percent of the size of indoor space.

**Table 3. Employee Generation Summary**

Land Use Category	Respondents	Winter Employees per 1,000sf				Summer Employees per 1,000sf				Employees per 1,000sf				Employees per 1,000sf			
		Low	High	Median	Average	Low	High	Median	Average	Low	High	Median	Average	Low	High	Median	Average
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3	1.0	7.6	2.0	3.5	1.0	7.6	2.0	3.5	1.0	5.5	2.0	2.8	1.0	7.2	2.0	3.4
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	3	1.5	6.5	2.1	3.4	1.5	4.5	2.1	2.7	1.5	2.1	2.0	1.9	1.5	5.1	2.1	2.9
Personal services (e.g. salon, spa, nailcare, skincare)	5	3.6	9.1	6.0	5.8	1.8	9.1	6.0	5.5	1.8	9.1	4.3	4.8	2.7	9.1	5.7	5.5
Taphouse/Brewery/Bar (without food service)	6	1.3	7.8	2.5	3.1	1.3	7.8	1.8	3.0	1.2	3.3	1.8	2.0	1.3	7.0	2.0	2.7
Restaurant (majority of staffing is food service)	25	2.6	21.0	10.4	10.1	1.7	21.0	9.6	10.0	1.7	16.9	7.0	7.4	2.2	20.3	9.1	9.6
<i>Fast food/counter service (e.g. coffee shop, ice cream shop, deli, bakery)</i>	4	2.6	4.1	3.5	3.4	1.7	4.5	3.9	3.5	1.7	2.9	2.2	2.2	2.2	3.9	3.5	3.3
<i>Sit down/table service</i>	21	4.9	21.0	10.6	11.6	4.9	21.0	10.8	11.4	1.7	16.9	7.7	8.5	4.6	20.3	10.8	11.0
<i>Outdoor space at up to 25% of indoor size</i>	8	4.9	13.1	7.8	9.2	4.9	13.6	7.5	8.6	1.7	10.5	4.5	5.5	4.6	12.6	7.4	8.3
<i>Outdoor space greater than 25% of indoor size</i>	12	6.4	21.0	12.7	13.3	6.4	21.0	12.5	13.1	2.1	16.9	10.3	10.6	5.7	20.3	12.0	12.8
Retail (e.g. grocery, gas station/convenience, other retail)	31	0.4	15.4	2.0	2.9	0.4	34.6	2.0	3.8	0.5	4.3	1.1	1.7	0.3	19.9	1.8	2.9
Office (e.g. medical, professional, real estate, nonprofit, consulting)	25	1.2	30.0	4.8	6.7	1.2	25.0	4.8	5.9	1.2	22.5	4.8	5.7	1.2	24.6	4.8	6.3
Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding house) <i>employees per room/unit</i>	10	0.14	0.47	0.22	0.25	0.14	0.38	0.20	0.23	0.09	0.31	0.16	0.19	0.14	0.39	0.20	0.23

Note: Hospitality employee generation rate is reported as employees per room/unit  
Source: Economic & Planning Systems

**Outdoor Space**

An objective of the survey was to determine if the presence of outdoor space at restaurants and bars affected employee generation rates, and how best to account for outdoor space within the mitigation policy.

As part of the business survey, restaurants and bars were asked whether they had outdoor space and if so, what type of space (seating only, bar service only, or food service). All but two respondent businesses (one bar and one restaurant) reported having outdoor space. Therefore, there is not enough data from the responses to differentiate between restaurants with and without outdoor space as the employment cannot be disaggregated between the indoor and outdoor space.

For bar space, a single employment generation metric, calculated based on indoor square footage, is appropriate and captures employment associated with both indoor and outdoor space. For fast food/counter service restaurants, the only reported outdoor space was for seating only – because this is not “staffed” space, the employment generation rates do not need to account for the size of outdoor space.

For sit-down/table service restaurants with outdoor staffed space, there is a difference in employment generation rates between those where the outdoor space is less than 25 percent the size of the indoor space (e.g., a maximum of 500 square feet of outdoor space for a 2,000 square foot restaurant) and those where the outdoor space is 25 percent or greater the size of the indoor space.

As shown in **Table 4**, when calculated based on indoor square footage, for restaurants where outdoor space is sized at up to 25 percent of the square footage of the indoor space, average employee generation is 8.34 employees per 1,000 square feet. For restaurants where outdoor space is sized at 25 percent or greater the size of indoor space, employee generation averages 12.78 employees per square foot.

**Table 4. Sit-Down Restaurant – Outdoor Space Detail**

Land Use Category	Respondents	Weighted Average Employees per 1,000sf			
		Low	High	Median	Average
<b>Sit down/table service restaurants</b>					
Outdoor space at up to 25% of indoor size	8	4.63	12.65	7.37	8.34
Outdoor space greater than 25% of indoor size	12	5.71	20.28	11.96	12.78

Source: Economic & Planning Systems

EPS recommends that the employee generation calculation be done on the indoor space only; the generation rate accounts for staffing across both indoor and outdoor space.

- For new restaurants with outdoor space up to 25 percent of the indoor space (including those with no outdoor space), employee generation should be calculated (based on indoor square footage) at 8.34 employees per 1,000 square feet.
- For new restaurants where outdoor space is 25 percent or more of the indoor floor area, the generation rate is 12.78 employees per 1,000 square feet.
- If outdoor space is added to an existing restaurant resulting in 25 percent or more of the indoor floor area, a rate of 4.44 employees per 1,000 square feet (12.78 minus 8.34) should be used to calculate the mitigation required for the outdoor expansion. The mitigation rate is applied to the indoor square footage to capture the difference in employment generation above the 25 percent threshold.

The application of these generation rates is shown in **Table 5**. Three example restaurants are shown – one with no indoor space, one with outdoor space that accounts for 25 percent or more of indoor space, and one with outdoor space that initially accounts for less than 25 percent of indoor space that then builds an outdoor addition.

- For a restaurant with no outdoor space, an employee generation rate of 8.34 employees per 1,000 square feet is applied. For a 5,000 square foot restaurant, this results in 41.70 employees generated.
- For a restaurant with outdoor space accounting for 25 percent or more of indoor space, a higher employee generation rate of 12.78 employees per 1,000 square feet is used. For a 5,000 square foot restaurant with 2,500 square feet of outdoor space, this results in 63.90 employees (employee generation is calculated on indoor space).
- For a restaurant with outdoor space accounting for less than 25 percent of indoor space, the same employee generation rate of 8.34 employees per 1,000 square feet is applied. For this 5,000 square foot restaurant with 1,000 square feet of outdoor space, this results in 41.70 employees (employee generation is calculated on indoor space). If this restaurant adds outdoor space that results in total outdoor space accounting for 25 percent or more of indoor space, a marginal employee generation rate of 4.44 employees per 1,000 square feet is applied to the indoor space. For this restaurant that adds 1,500 square feet of outdoor space, resulting in a total of 2,500 (50 percent of indoor space), this results in an additional 22.20 employees, for a total of 63.90 employees generated.

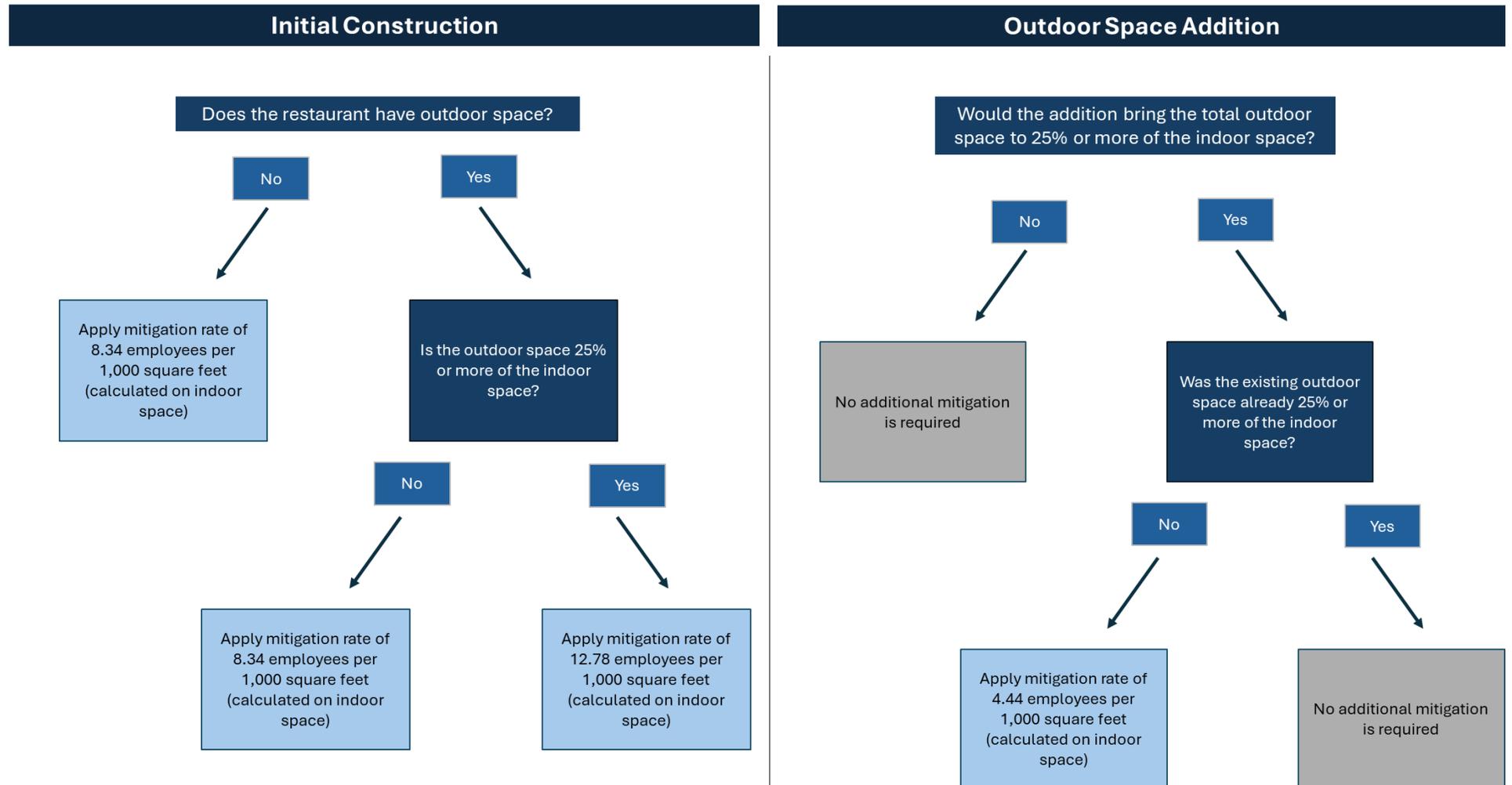
**Table 5. Restaurant Mitigation Example Calculation**

Description	Calculation	No Outdoor Space	Outdoor Space ≥25% of Indoor Space	Outdoor Space <25% of Indoor Space
<b>Initial construction</b>				
Restaurant Indoor Space	A	5,000 sq. ft.	5,000 sq. ft.	5,000 sq. ft.
Restaurant Outdoor Space	B	0 sq. ft.	2,500 sq. ft.	1,000 sq. ft.
outdoor space as % of indoor	$C = B / A$	0%	50%	20%
Employee generation rate	D	8.34	12.78	8.34
<b>Initial employees generated</b>	<b><math>E = D * (A/1000)</math></b>	<b>41.70</b>	<b>63.90</b>	<b>41.70</b>
<b>Addition of outdoor space to existing restaurant</b>				<u>Outdoor Addition</u>
Added space	F			1,500 sq. ft.
New total outdoor space	$G = B + F$			2,500 sq. ft.
Total outdoor as % of indoor	$H = G / A$			50%
Mitigation rate on additional outdoor space	$I = 12.8 - 8.3$			4.44
Additional employees generated	$J = I * (A/1000)$			22.20
<b>Total Employees Generated</b>	<b><math>E + J</math></b>	<b>41.70</b>	<b>63.90</b>	<b>63.90</b>

Source: Economic & Planning Systems

As outlined through this example, if a restaurant adds outdoor space additional mitigation would only be required if outdoor space had previously accounted for less than 25 percent of indoor space, and with the addition it crosses the threshold into 25 percent or more. In this case, a marginal employee generation rate of 4.44 employees per 1,000 square feet (12.78 – 8.34) is applied to the indoor space to account for the additional employment. If, with the additional outdoor space, the total outdoor space still accounts for less than 25 percent of indoor space then no additional mitigation is required. If existing outdoor space was already sized at 25 percent or more of indoor space, no additional mitigation is required. A flow chart outlining how this is applied is shown in **Figure 1**.

Figure 1. Outdoor Restaurant Space Mitigation Rate Flow Chart



## Recommended Employee Generation Rates

Based on the survey results reported above, EPS recommends the following employee generation rates for the Town of Breckenridge.

**Table 6. Recommended Employee Generation Rates**

Description	Recommended Employee Generation Rate
Restaurant (majority of staffing is food service)	
Fast food/counter service	3.26 employees per 1,000 sq. ft.
Sit down/table service - outdoor space at up to 25% of indoor size <sup>1</sup>	8.34 employees per 1,000 sq. ft.
Sit down/table service - outdoor space greater than 25% of indoor size <sup>1</sup>	12.78 employees per 1,000 sq. ft.
Outdoor additions <sup>2</sup>	4.44 employees per 1,000 sq. ft.
Taphouse/Brewery/Bar (without food service)	2.73 employees per 1,000 sq. ft.
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3.41 employees per 1,000 sq. ft.
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	2.88 employees per 1,000 sq. ft.
Personal services (e.g. salon, spa, nailcare, skincare)	5.54 employees per 1,000 sq. ft.
Retail	2.95 employees per 1,000 sq. ft.
Office	6.26 employees per 1,000 sq. ft.
Hospitality	0.23 employees per room/unit

<sup>1</sup> Rate applied to indoor square footage

<sup>2</sup> Rate applied only if previous outdoor space was <25% of indoor, addition crosses threshold to ≥25% of indoor size

Source: Economic & Planning Systems

## **Implementation Considerations**

This analysis has documented reasonable employee generation rates for the Town, based on local data for existing businesses. As with any policy, however, there will need to be various considerations for implementation, including:

- The Town should allow flexibility for an applicant to “prove otherwise” if they believe their business will have significantly different employment than what the generation calculation determines. The onus would be on the applicant to show this.
- Similarly, the Town should allow for separate review for uses that do not align with these townwide averages and/or are significantly different from those included in this analysis. This may include recreation businesses, grocery stores, and other uses without sufficient data to provide average generation rates.

## **Appendix A: Survey**

## Breckenridge Employee Generation Survey

### Breckenridge Employee Generation Survey

**The Town of Breckenridge is updating its policy on workforce housing and would like your assistance to update information on the amount of jobs hosted for different types of businesses in the Town.**

**You are being asked to complete this survey to provide information on the size of your business, number of employees, as well as to provide input on more general housing-related topics.**

**Survey results will only be reported in the aggregate. No individual business will be identified in the results. Business name, location, and contact information are collected at the end of the survey for data validation and/or follow-up purposes. No business will be individually identified in the reporting of results.**

**This survey is being conducted by Economic & Planning Systems on behalf of the Town of Breckenridge. If you have any questions, please contact [rshindman@epsdenver.com](mailto:rshindman@epsdenver.com)**

## Breckenridge Employee Generation Survey

1. Do you own or lease commercial space for a business in Breckenridge?

- Yes
- No (home based, mobile, or other business)

## Breckenridge Employee Generation Survey

\* 2. What type of business do you have? Please select the answer that best applies to the majority of your space.

- Retail (e.g. grocery, gas station/convenience, other retail)
- Office (e.g. medical, professional, real estate, nonprofit, consulting)
- Health and wellness (e.g. yoga, fitness/gym, physical therapy)
- Personal services (e.g. salon, spa, nailcare, skincare)
- Maintenance, automotive, service, and/or repair (including warehouse and showroom space)
- Bar (with food, but majority of staffing is serving alcohol)
- Taphouse/Brewery/Bar (without food service)
- Restaurant (majority of staffing is food service)
- Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding hous)
- Conference
- Recreation (e.g. tours, guiding services)
- Other (please specify)

## Breckenridge Employee Generation Survey

### Retail Business Detail

3. Please select the type of retail business

- Gas station/convenience store
- Other retail store (excluding grocery)
- Grocery store

## Breckenridge Employee Generation Survey

### Office Business Detail

#### 4. Please select the type of office business

- Business/professional (legal, accounting, architecture, etc)
- Finance/banking/insurance
- Real estate/property management
- Nonprofit/civic use
- Medical
- Other (please specify)

## Breckenridge Employee Generation Survey

### Restaurant Business Detail

5. Please select the type of restaurant business

- Fast food/counter service (e.g. coffee shop, ice cream shop, deli, bakery)
- Sit down/table service

6. Does your restaurant have a separate bar area?

- Yes
- No

## Breckenridge Employee Generation Survey

### Restaurant/Bar Detail

7. Does your business include outdoor space?

Yes

No

8. If so, what type/what size? Please enter square footage for all outdoor space.

Square feet of outdoor seating only (no service)

Square feet of outdoor bar service only

Square feet of outdoor food service

## Breckenridge Employee Generation Survey

### Hospitality Business Detail

9. Please select the type of hospitality business

- Limited service (1-2 star)
- Mid-level (2-3 star)
- Luxury (4+ star)

## Breckenridge Employee Generation Survey

### Business Size

10. What is the size of **indoor** commercial space occupied?

Number of stores/locations in Breckenridge

Total square feet (all locations)

For lodging/timeshare businesses - number of rooms or units, including divisible/lock off rooms

## Breckenridge Employee Generation Survey

### Employment Detail

11. For a typical week during the **WINTER HIGH** season, how many employees do you have?

Full time

Part time

12. For a typical week during the **SUMMER HIGH** season, how many employees do you have?

Full time

Part time

13. For a typical week during the **LOW/SHOULDER** season, how many employees do you have?

Full time

Part time

## Breckenridge Employee Generation Survey

### Additional Business Information

14. How long has this business been operating in Breckenridge?

- Less than 2 years
- 2 to 5 years
- 6 to 10 years
- 11 to 20 years
- More than 20 years

15. How does the number of employees you have today compare to the number of employees you had 5 years ago?

- More employees
- Fewer employees
- No change
- N/A - not in business 5 years ago

If more or fewer employees, please indicate how many more or fewer

16. If you have changed the number of employees, please choose the main reason for the change

- Fewer customers/reduction in sales/less business
- More customers/increase in sales/more business
- Reduced the size of space in which you do business
- Increased the size of space in which you do business
- Labor shortage/challenges in hiring staff (cannot staff up to desired level)
- Other (please describe)

17. During the next year, do you expect the number of persons you employ will...

- Stay the same
- Increase
- Decrease

If increase or decrease, please indicate approximately how many more or fewer employees you expect

## Breckenridge Employee Generation Survey

### Additional Questions

**The Town would like to better understand what local businesses perceive as workforce housing needs related to current and future Town workforce housing programs and how best to outreach to employees.**

18. Do the majority of your employees live in the Breckenridge area?

- Yes - in Breckenridge
- Yes - in the surrounding area
- No
- Other (please specify)

19. To what degree does housing affect your ability to **hire** qualified staff?

- Not a factor
- A minor factor
- A major factor

20. To what degree does housing affect your ability to **retain** qualified staff?

- Not a factor
- A minor factor
- A major factor

21. If housing is a factor, is this primarily due to: (select all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Lack of available housing <u>to rent</u>    | <input type="checkbox"/> Cost of housing <u>to buy</u> |
| <input type="checkbox"/> Lack of available housing <u>to buy</u>     | <input type="checkbox"/> Lack of pet friendly housing  |
| <input type="checkbox"/> Quality of available housing <u>to rent</u> | <input type="checkbox"/> Size of available housing     |
| <input type="checkbox"/> Quality of available housing <u>to buy</u>  | <input type="checkbox"/> Location of available housing |
| <input type="checkbox"/> Cost of housing <u>to rent</u>              |  |
| <input type="checkbox"/> Other (please specify)                      |  |

22. What are the most common ways your employees adjust when they cannot find housing to meet their affordability needs and/or preferences? (select all that apply)

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Tolerate a long commute                | <input type="checkbox"/> Use credit cards to pay for expenses                    | <input type="checkbox"/> Rent a room in someone's house |
| <input type="checkbox"/> Pick up an extra job                   | <input type="checkbox"/> Pay more than what they can afford/become cost burdened | <input type="checkbox"/> Live in a car                  |
| <input type="checkbox"/> Ask family members to help financially | <input type="checkbox"/> Get more roommates/live in crowded conditions           | <input type="checkbox"/> Camp                           |
| <input type="checkbox"/> Live with family                       | <input type="checkbox"/> Live in housing in poor condition/in need of repair     |   |
| <input type="checkbox"/> Other (please specify)                 |  |   |

23. Do you provide any housing assistance programs for your employees? (select all that apply)

- Rental security deposits
- Downpayment assistance
- Maintain and rent units for employees
- Subsidize employee rental costs (i.e., pay a portion of the rent)
- Negotiate lower rents for your employees with local housing providers/landlords
- No, I do not provide any housing assistance programs
- Other (please specify)

24. Are you aware of your employees working multiple jobs?

- Yes
- No

25. If yes, please estimate the percentage of employees working additional jobs

26. What would be the most effective ways to reach out to your employees about future workforce housing programs and opportunities? Select all that apply (and include any additional strategies through the "other" answer)

- Social media
- Radio
- Town website
- Fliers at business
- Spanish language outreach
- Outreach in other language(s)

Other (please specify)

27. Do you have any other feedback you'd like to share?

## Breckenridge Employee Generation Survey

28. Please enter your contact information (note that all data collected will be reported anonymously - contact information is requested for any follow-ups that may be required)

**Contact Person**

**Name of Business**

**Business Address**

**Business Address 2**

**City/Town**

**ZIP/Postal Code**

**Email Address**

**Phone Number**

Thank you for your participation! We encourage you to send this link on the Town's existing workforce housing programs and interested parties list to your employees  
<https://www.townofbreckhousing.com/programs>

## Appendix B: Housing Impacts

The survey also asked employers about housing impacts seen in recruitment and retention. These responses are summarized below. Note that not all respondents answered each question, and many questions were structured for respondents to select all answers that apply, so data is provided in absolute numbers rather than percentages or distributions.

**How long has your business been operating?** Two-thirds of respondents who answered this question have been in business 11 years or longer.

How long has this business been operating in Breckenridge?	Number of Respondents
Less than 2 years	3
2 to 5 years	10
6 to 10 years	17
11 to 20 years	23
More than 20 years	36

**How has your employment changed compared to 5 years ago?** One-quarter of respondents who answered this question have fewer employees than 5 years ago; one-third of respondents have more employees, and another one-third have seen no change.

How does the number of employees you have today compare to the number of employees you had 5 years ago?	Number of Respondents
Fewer employees	21
More employees	30
No change	31
N/A - not in business 5 years ago	7

**Why has the number of employees changed?** The two most common responses were more employees as a result of an increase in customers/sales, and fewer employees as a result of labor shortages and challenges in hiring.

If you have changed the number of employees, please choose the main reason for the change	Number of Respondents
Fewer customers/reduction in sales/less business	4
More customers/increase in sales/more business	24
Reduced the size of space in which you do business	2
Increased the size of space in which you do business	1
Labor shortage/challenges in hiring staff (cannot staff up to desired level)	18
Other (please describe)	6

**How will employment change in the next year?** Most respondents expect their employment to stay the same; of those that expect a change, more expect employment to increase than decrease.

During the next year, do you expect the number of persons you employ will...	Number of Respondents
Decrease	12
Increase	22
Stay the same	55

**Where do employees live?** Nearly all respondents indicated that the majority of their employees live in Breckenridge or the surrounding area.

Do the majority of your employees live in the Breckenridge area?	Number of Respondents
Yes - in Breckenridge	36
Yes - in the surrounding area	38
No	9

**How does housing affect hiring?** Two-thirds of those who responded to this question indicated that housing is a major factor in hiring qualified staff.

To what degree does housing affect your ability to hire qualified staff?	Number of Respondents
A major factor	57
A minor factor	18
Not a factor	10

**How does hiring affect retention?** 62% of those who responded to this question indicated that housing is a major factor in retaining qualified staff.

To what degree does housing affect your ability to retain qualified staff?	Number of Respondents
A major factor	53
A minor factor	21
Not a factor	11

**How is housing a factor?** The most common responses to this question were (1) lack of available housing to rent, (2) cost of housing to rent, (3) cost of housing to buy, (4) lack of available housing to buy, and (5) lack of pet friendly housing.

If housing is a factor, is this primarily due to: (select all that apply)	Number of Respondents
Lack of available housing to rent	58
Lack of available housing to buy	32
Quality of available housing to rent	18
Quality of available housing to buy	8
Cost of housing to rent	58
Cost of housing to buy	40
Lack of pet friendly housing	28
Size of available housing	8
Location of available housing	22

**How do employees adjust?** The most common responses to this question were (1) get more roommates/live in crowded conditions, (2) tolerate a long commute, (3) pick up an extra job, (4) pay more than what they can afford, and (5) rent a room in someone's house.

What are the most common ways your employees adjust when they cannot find housing to meet their affordability needs and/or preferences? (select all that apply)	Number of Respondents
Tolerate a long commute	37
Pick up an extra job	36
Ask family members to help financially	15
Live with family	13
Use credit cards to pay for expenses	10
Pay more than what they can afford/become cost burdened	34
Get more roommates/live in crowded conditions	38
Live in housing in poor condition/in need of repair	23
Rent a room in someone's house	26
Live in a car	16
Camp	10

**Do you provide housing assistance?** Most respondents do not provide housing assistance for their employees. Of those that do, the most common assistance is to maintain and rent units for employees.

Do you provide any housing assistance programs for your employees? (select all that apply)	Number of Respondents
Rental security deposits	4
Downpayment assistance	7
Maintain and rent units for employees	12
Subsidize employee rental costs (i.e., pay a portion of the rent)	9
Negotiate lower rents for your employees with local housing providers/landlords	0
No, I do not provide any housing assistance programs	57

**Do your employees work multiple jobs?** 72% of those who responded to this question know that their employees work multiple jobs.

Are you aware of your employees working multiple jobs?	Number of Respondents
Yes	59
No	23

**What is the best way to reach out to employees?** The most common responses to this were (1) social media, (2) fliers at businesses, and (3) the Town website.

What would be the most effective ways to reach out to your employees about future workforce housing programs and opportunities? Select all that apply	Number of Respondents
Social media	58
Radio	14
Town website	31
Fliers at business	36
Spanish language outreach	13
Outreach in other language(s)	1



# Memo

To: Town Council  
From: Julia Puester, AICP, Assistant Community Development Director  
Date: June 5, 2024 (for meeting of June 11, 2024)  
Subject: Inclusionary Zoning-Housing

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For communities which have a major gap in workforce housing availability, inclusionary zoning (IZ) is a tool that can be used to add additional workforce housing units. As there is a limited amount of land in Town, residential development options are constrained including the potential for affordable housing. To assist in the creation of deed restricted for sale or rental units, inclusionary zoning allows for a reasonable percentage of net new market rate units, determined by the jurisdiction, be required to be developed into affordable units for low, moderate and middle-income residents.

A number of Colorado communities have adopted inclusionary zoning regulations including Carbondale, Eagle, Eagle County, Glenwood Springs, Mt. Crested Butte, Salida, Telluride, Aspen, Basalt, Durango, Longmont, Boulder, Denver and Littleton.

While the employee generation mitigation policy (24A) in the Development Code applies to commercial uses, this type of policy could apply to all new residential units including redevelopment which result in net new residential units as well as new residential subdivisions. The threshold of when IZ would apply to market rate development ranges across Colorado jurisdictions from one to 10+ units. The Colorado jurisdictions that have inclusionary zoning provisions have reasonable percentage ranges from 5%-25% of the market rate units built in qualifying developments. The deed restricted workforce housing units resulting from this policy can be for ownership or rentals with a range of set average median incomes (AMIs). An IZ policy must include a list of options for landowners/developers to select from. Examples of these various options are included in the attached chart.

Since no new large market residential developments are foreseen within Town limits at this time, staff believes that this policy will result in a small number of deed restricted units. However, as the housing stock ages and redevelopment occurs, IZ is a tool that can help progress the workforce housing stock in town incrementally.

Staff would like to hear from the Town Council if there is any interest in pursuing an inclusionary policy and if so, staff will craft a recommended policy that is specific to Breckenridge for a future work session. If this is to move forward, staff also advises public outreach and opportunity for public comment in advance of the public hearing.

## Current Policies, Fees & Inclusionary Zoning Analysis

Policy	Applies To	Existing Regulation Parameters	Proposed	Other
<b>Policy 24A Employee Generation</b>	-New Commercial or Hotel/Lodging/ Timeshare Square Footage (SF)  -Commercial Change of Use to more intense use (e.g. office to restaurant)	-35% of employees generated per use chart to be provided. 25% of which must be on site unless within the Conservation District. (350 sq. ft. min. per employee)  -Fee in lieu for <1 employee.	-Adopt new generation numbers per the EPS Study. -Increase % of employees generated to be provided to 50%. -Create an exemption for conversions under a certain SF to not drastically impact small businesses.	Does not apply to residential.
<b>5A Fees (Approved Ballot Measure)</b>	-New Residential SF (single family and multifamily) -New commercial SF -Sales and Use Tax	-Residential-Sliding Scale based on SF (\$0-\$2/SF) -Commercial- \$2/SF (Sales/Use tax 0.125%)	Working on Admin Rules revisions/clean up, including timing of \$ due from prior to C.O. to at time of building permit issuance.	Ballot measure- Cannot be changed.
<b>Inclusionary Zoning</b>	-New Residential units  -New subdivisions  -Redevelopment/ scrapes for new residential.		New policy to require deed restricted ownership or rental units when new market rate residential is constructed would include: -Amount calculation based on number of new market units. -Amount required must have options of choice. This policy requires options to choose from. Possible options include: a. Built units-onsite or offsite b. Land dedication c. Fee in lieu d. Market units converted to deed restricted e. Development agreement f. Unit credit transfer program (if not taking positive points under 24A) if one developer builds more deed restricted than required/can be sold to others to meet their requirements. Benefit of scale and lack of land.	Does not apply to commercial. Would not apply to deed restricted units required per 24A, or those receiving positive points.

# Memo

To: Town Council  
From: Julia Puester, AICP, Assistant Community Development Director  
Deric Gress, Assistant Chief of Police  
Date: June 2, 2024 (for meeting of June 11, 2024)  
Subject: Security Camera Pilot Program

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In order to meet dark sky community certification requirements and to exemplify responsible lighting practices, the Town Council approved a budget for non-compliant street lights to be converted over the next five years. With the replacement of these lights, dimmers and smart controls will be added. With the addition of this smart city technology on the light fixtures, staff contemplated if there should be any additional technology incorporated into select poles which would provide useful information to the Town. Staff assembled an internal working group to explore ideas and feasibility consisting of Julia Puester (Com Dev), Ellie Muncey (Com Dev), Chris Luberto (IT), Deric Gress (Police), Kristin Brownson (Public Works), Steve Worrall (Public Works), Scott Jackman (Public Works), and Brad LaRochelle (Public Works).

A survey of Town department and division managers was sent out for feedback on options for any ongoing and consistent monitoring needs. Identified future monitoring items which had the internal group's support to test for continuous monitoring were for security, pedestrian counters, and vehicular counters. The key driver of the camera was that the Police Department expressed a need for increased security monitoring in areas with higher incident rates. This group, after further discussion and feasibility research, recommends moving forward with a pilot program with the three smart city features on four poles.

These four poles would require a taller pole height, increasing from 12' poles to 15' poles. Staff notes that there are existing 15' tall poles at some intersections on Main St. already and one of the four pilot program poles would be at an intersection. A camera would be added to the poles which monitor for security as well as perform pedestrian and vehicular counts. A map of the four proposed locations is included at the end of the memo.

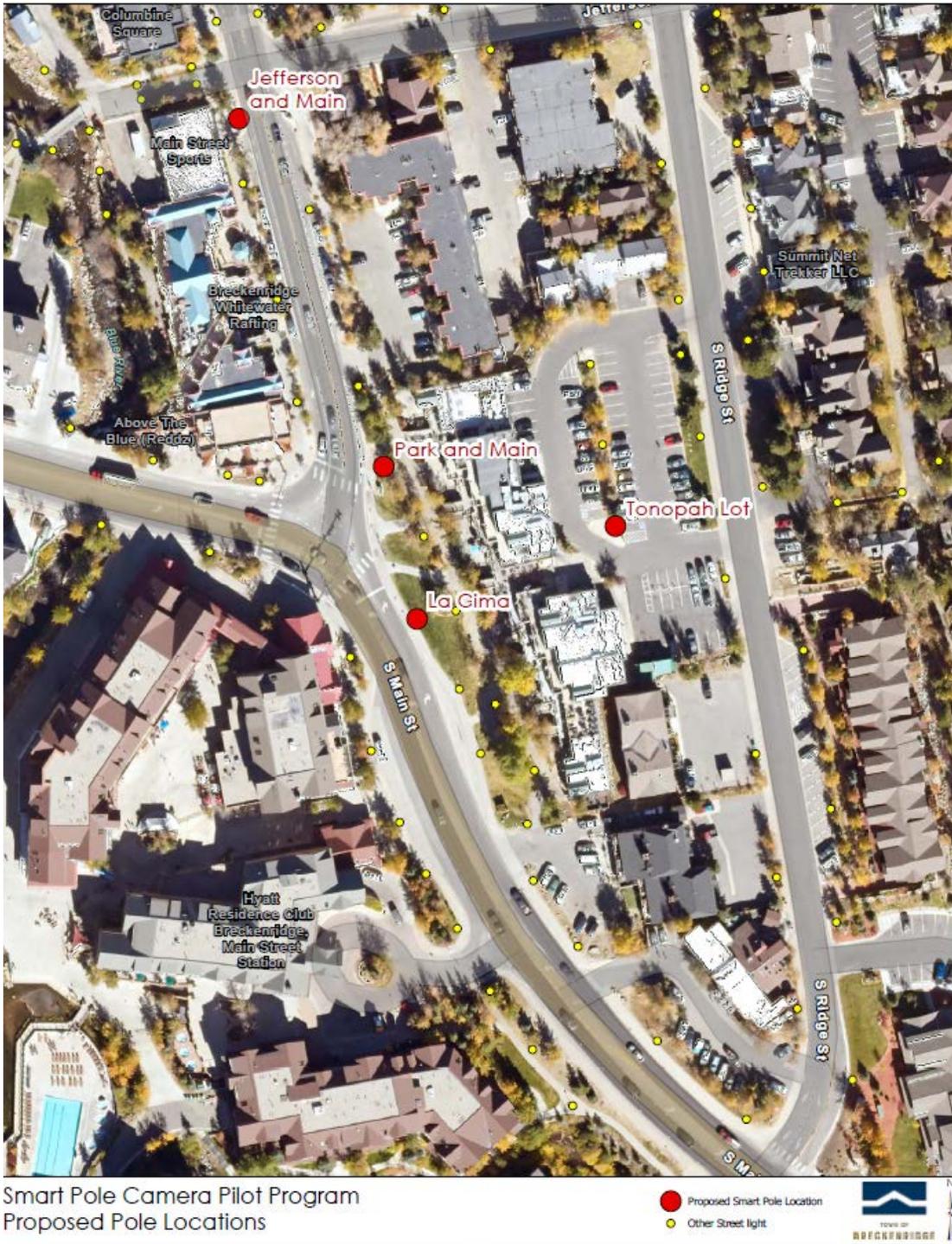
The cost of the pilot program would be covered within the existing IT and Public Works budgets with no appropriation required. IT will provide the security camera equipment and the remainder of the project which includes fiber, new poles, and dark sky compliant light



*Example pole with camera*

fixtures, can be absorbed in the existing Public Works budget. The new poles could be installed by early fall.

Staff recommends the creation of a test pilot program which would require minimal investment in order to test effectiveness and determine if a longer term program with additional locations and smart city features would be useful and feasible.





# Memo

**To:** Breckenridge Town Council  
**From:** Chris Kulick, AICP; Planning Manager  
**Date:** June 5, 2024 (For June 11, 2024 Meeting)  
**Subject:** Carter Park Dog Park Renovation

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The Carter Park Dog Park Renovation is being reviewed as a Town Project Hearing, as per town project requirements in Title 9, Chapter 14 of the Town Code. All public noticing requirements designated by the Land Use and Development Code have been fulfilled as required.

This is a proposal to construct various improvements to the existing Carter Park Dog Park in Breckenridge, including landscaping, a new sidewalk, redesigned fencing, relocating an existing shade structure, and additional drainage facilities. The project is necessitated to treat contaminated runoff from the Dog Park and adjacent uses.

Attached to this memo is a complete staff report, substantially the same as presented to the Planning Commission and attachments including the proposed plans and the Commission's recommended Findings and Conditions (6-0 vote).

If the Council agrees with the Planning Commission's recommendation after the public hearing at the evening meeting, a motion for approval is provided below.

*I make a motion to approve the Carter Park Dog Park Renovation, PL-2024-0163, located at 500 S. High St. with the attached Point Analysis and Findings and Conditions.*

Staff will be available at the meeting to answer any questions.

## Town Council Staff Report

**Subject:** Carter Park Dog Park Renovation  
(Town Project Hearing – PL-2024-0163)

**Project Manager:** Chris Kulick, AICP, Planning Manager

**Date:** June 5, 2024 (for June 11, 2024)

**Applicants:** Kristen Brownson and Scott Jackman (Town of Breckenridge)

**Owner:** Town of Breckenridge

**Proposal:** A proposal to construct various improvements to the existing Carter Park in Breckenridge, including landscaping, a new sidewalk, redesigned fencing, relocating an existing shade structure, and additional drainage facilities. Project is necessitated to treat contaminated runoff from the Dog Park and adjacent uses.

**Address:** 500 S. High St.

**Legal Description:** TR 7-77 Sec 06 Qtr 2 Mining Claim(s) cont 5.740 acres HERMIT PLACER MS# 13661 Acres 5.740 (unplatted).

**Total Site Area:** 250,034.4 sq. ft. (5.74 Acres)

**Land Use District:** 26: Partially forested and contains a mixture of public and residential uses. The density has been kept low to protect the two public uses, the elementary school and Carter Park, from high impact development and inappropriate uses, 4 UPA (Special review).

**Site Conditions:** The property is an existing public amenity that is relatively flat (besides the sledding hill). It includes a large playing field, sledding hill, tennis courts, a pavilion, dog park and sand volleyball courts.

**Adjacent Uses:**

North:	Hermit Placer Condominiums
East:	Residential, Gold Flake Subdivision
South:	Sunbeam Estates Subdivision
West:	Baseball Field/Breckenridge Elementary School

### Item History

Originally a ballpark, this parcel was conveyed to the Town of Breckenridge from Breckenridge Lands LLC in 1965. A pavilion was built in 1975, which included bathrooms, a kitchen, meeting area, etc. This original pavilion was then removed in 1976. Tennis courts were constructed in 1977, partially located on the school property.

A new 3,840 square foot pavilion was built in 1996 which was an indoor/outdoor pavilion with a kitchen facility, bathrooms and storage. The indoor area is 1,792 square feet and the outdoor area is 2,048 square

feet. The construction also included a gas interior fire place and an outside barbeque. In 1997 a trail connection to the existing Hermit Placer Trail was constructed, as well as two volleyball courts (sand) were constructed, and a retaining wall. The park today is a commonly used public amenity and is one of Breckenridge's most popular year-round locations for events and gatherings.

The most recent project at Carter Park was in 2021, where the town installed various improvements to the existing dog park, including additional drainage facilities, landscaping, lighting, stairs and fencing.

Public Works staff meets with the dog park committee regularly, including volunteer clean-up days. After recent communication to the Town Council regarding the mud-season conditions in the northwest corner of the park, Public Works staff engaged Norris Design to look at potential improvement options. The local Norris Design office has designed more than 20 dog parks, including the Silverthorne dog park. The Public Works team researched other dog park designs, specifically looking at Silverthorne, Vista Verde, Denver, Ft. Collins, and Loveland. The Public works team also researched the Denver dog park design criteria for guidance on municipal best practices.

At the June 11, 2024, Town Project Public Hearing, the Planning Commission recommended, 6-0, the Town Council approve the Carter Park Dog Park Renovation.

### **Staff Comments**

**Land Use, 2/A & 2/R:** The property is located within Land Use District 26 which contains a mixture of public and residential uses. The density has been kept low to protect the elementary school on the adjacent parcel and Carter Park from high impact development. The proposed changes and upgrades to the dog park fit within the desired characteristics of the area and enhance the existing amenities. There are no new uses or significant changes proposed.

**Water Quality, 31/A:** One of the intents of this project is to improve drainage (both in the park and along the south and east sides of the pavilion patio). With this goal in mind, the Town engaged a civil engineer to evaluate the drainage system to improve the flow of run-off. Drainage improvements including drainage inlets, swales, French drains, and underground pipes are proposed. Drainage along the south side of the pavilion patio will be improved by adding hardscape along with the drains. The south side of the patio is currently a mix of flagstone and gravel, which is very difficult to walk on and maintain. The Commission supported the proposed water quality improvements.

**Site Design, 7/R:** The proposed site design includes a combination of new vegetation and existing materials. Existing flagstone, paver edging and landscape boulders will be reused. Repurposed flagstones are proposed at the entrances and the extension of the rock surfacing area at the north-west corner of the site. Irrigated areas will be reduced and planted with native species. A sand and pea-gravel mix will be utilized in the majority of the dog park to reduce maintenance and the need for irrigation. Two planting beds are proposed at the driveway entrance and the dog park entrance nearest to the pavilion. The planting beds are designed to deter vehicles from entering the grassy areas of the park. Two new berms outside of the dog park along the north and south sides of the sledding hill are proposed to increase sledder safety. The berm along the tree line would keep the sledders away from the trees and the berm closer to the dog park would separate uphill from downhill sledding traffic. A new fence will be added to divide the dog park in two sections which will allow an area of the dog park to be closed for maintenance without requiring the entire dog park to be closed. Sectioning off the park also allows the Firecracker 50 race route to go through the eastern side of the dog park without requiring the closure of the entire dog park.

**Landscaping, 22/A & 22/R:** Proposed landscaping includes 17 new aspen trees, one new ornamental choke cherry tree, retaining 15 of the 26 existing trees and 47 new shrubs. The Commission found the proposed landscaping plan will enhance the park's aesthetics.

**Density 3/A & 3/R:** There are no proposed changes to the Density or Mass.

**Parking, 18/A & 18/R:** The project does not necessitate any additional parking and no changes to parking are proposed.

**Fences, Gates and Gateway Address Monuments, 47/A:** The perimeter fencing will be realigned and replaced with 5' tall rough sawn cedar framed fencing that features 14 gauge welded wire mesh openings. The interior fencing will feature the same materials but will be 4' tall. The fencing will also feature dark colored metal access gates for durability and an 8' x 5' rough sawn wood access panel. Outside of the Conservation District, fencing at public improvement projects proposed by the Town is allowed under Policy 47/A. The Commission had no concerns with the proposed fencing.

**Point Analysis (Section: 9-1-17-3):** The Commission found that this application meets all Absolute policies and does not recommend any negative or positive points under any Relative policies. This results in a passing score of (0) zero points.

### **Planning Commission Recommendation**

This is a Town Project pursuant to the ordinance amending the Town Projects Process (Council Bill No. 1, Series 2013, Title 9, Chapter 14 of the Town Code).

The Planning Commission and staff recommend approval of the Carter Park Dog Park Renovation, PL-2024-0163, located at 500 S. High St. with the attached Point Analysis and Findings and Conditions.

<b>Town Project Hearing Impact Analysis</b>				
Project:	Carter Park Dog Park Renovation	<b>Positive</b>	<b>Points</b>	<b>0</b>
PL:	PL-2024-0163			
Date:	6/11/2024	<b>Negative</b>	<b>Points</b>	<b>0</b>
Staff:	Chris Kulick, AICP, Planning Manager			
		<b>Total</b>	<b>Allocation:</b>	<b>0</b>
Items left blank are either not applicable or have no comment				
<b>Sect.</b>	<b>Policy</b>	<b>Range</b>	<b>Points</b>	<b>Comments</b>
<b>1/A</b>	<b>Codes, Correlative Documents &amp; Plat Notes</b>	Complies		
2/A	<b>Land Use Guidelines</b>	Complies		Park Space is an existing and allowed use on the property
2/R	Land Use Guidelines - Uses	4x(-3/+2)		
2/R	Land Use Guidelines - Relationship To Other Districts	2x(-2/0)		
2/R	Land Use Guidelines - Nuisances	3x(-2/0)		
<b>3/A</b>	<b>Density/Intensity</b>	Complies		
3/R	Density/ Intensity Guidelines	5x (-2>-20)		
4/R	Mass	5x (-2>-20)		
<b>5/A</b>	<b>Architectural Compatibility</b>	Complies		
5/R	Architectural Compatibility - Aesthetics	3x(-2/+2)		
<b>6/A</b>	<b>Building Height</b>	Complies		
6/R	Relative Building Height - General Provisions	1X(-2,+2)		
	For all structures except Single Family and Duplex Units outside the Historic District			
6/R	Building Height Inside H.D. - 23 feet	(-1>-3)		
6/R	Building Height Inside H.D. - 25 feet	(-1>-5)		
6/R	Building Height Outside H.D. / Stories	(-5>-20)		
6/R	Density in roof structure	1x(+1/-1)		
6/R	Broken, interesting roof forms that step down at the edges	1x(+1/-1)		
	For all Single Family and Duplex/Multi-family Units outside the Conservation District			
6/R	Density in roof structure	1x(+1/-1)		
6/R	Broken, interesting roof forms that step down at the edges	1x(+1/-1)		
6/R	Minimum pitch of eight in twelve (8:12)	1x(0/+1)		
7/R	Site and Environmental Design - General Provisions	2X(-2/+2)		Complies
7/R	Site and Environmental Design / Site Design and Grading	2X(-2/+2)		
7/R	Site and Environmental Design / Site Buffering	4X(-2/+2)		
7/R	Site and Environmental Design / Retaining Walls	2X(-2/+2)		
7/R	Site and Environmental Design / Driveways and Site Circulation Systems	4X(-2/+2)		
7/R	Site and Environmental Design / Site Privacy	2X(-1/+1)		
7/R	Site and Environmental Design / Wetlands	2X(0/+2)		
7/R	Site and Environmental Design / Significant Natural Features	2X(-2/+2)		
<b>8/A</b>	<b>Ridgeline and Hillside Development</b>	Complies		
<b>9/A</b>	<b>Placement of Structures</b>	Complies		
9/R	Placement of Structures - Public Safety	2x(-2/+2)		
9/R	Placement of Structures - Adverse Effects	3x(-2/0)		
9/R	Placement of Structures - Public Snow Storage	4x(-2/0)		
9/R	Placement of Structures - Setbacks	3x(0/-3)		
<b>12/A</b>	<b>Signs</b>	Complies		
<b>13/A</b>	<b>Snow Removal/Storage</b>	Complies		
13/R	Snow Removal/Storage - Snow Storage Area	4x(-2/+2)		
<b>14/A</b>	<b>Storage</b>	Complies		
14/R	Storage	2x(-2/0)		
<b>15/A</b>	<b>Refuse</b>	Complies		
15/R	Refuse - Dumpster enclosure incorporated in principal structure	1x(+1)		
15/R	Refuse - Rehabilitated historic shed as trash enclosure	1x(+2)		
15/R	Refuse - Dumpster sharing with neighboring property (on site)	1x(+2)		
<b>16/A</b>	<b>Internal Circulation</b>	Complies		
16/R	Internal Circulation / Accessibility	3x(-2/+2)		
16/R	Internal Circulation - Drive Through Operations	3x(-2/0)		
<b>17/A</b>	<b>External Circulation</b>	Complies		
<b>18/A</b>	<b>Parking</b>	Complies		No changes to parking required or proposed
18/R	Parking - General Requirements	1x(-2/+2)		
18/R	Parking-Public View/Usage	2x(-2/+2)		
18/R	Parking - Joint Parking Facilities	1x(+1)		
18/R	Parking - Common Driveways	1x(+1)		
18/R	Parking - Downtown Service Area	2x(-2/+2)		

<b>19/A</b>	<b>Loading</b>	Complies		
20/R	Recreation Facilities	3x(-2/+2)		Improvements are not sufficient enough to warrant positive points.
21/R	Open Space - Private Open Space	3x(-2/+2)		
21/R	Open Space - Public Open Space	3x(0/+2)		Proposed landscaping includes 17 new aspen trees, one new ornamental choke cherry tree, retaining 15 of the 26 existing trees and 47 new shrubs.
<b>22/A</b>	<b>Landscaping</b>	Complies		
22/R	Landscaping	2x(-1/+3)		
<b>24/A</b>	<b>Social Community</b>	Complies		
24/A	Social Community / Above Ground Density 12 UPA	(-3>-18)		
24/A	Social Community / Above Ground Density 10 UPA	(-3>-6)		
24/R	Social Community - Employee Housing	1x(-10/+10)		
24/R	Social Community - Community Need	3x(0/+2)		
24/R	Social Community - Social Services	4x(-2/+2)		
24/R	Social Community - Meeting and Conference Rooms	3x(0/+2)		
5/R	Social Community - Conservation District	3x(-5/0)		
24/R	Social Community - Historic Preservation	3x(0/+5)		
24/R	Social Community - Primary Structures - Historic Preservation/Restoration - Benefit	+1/3/6/9/12		
24/R	Social Community - Secondary Structures - Historic Preservation/Restoration - Benefit	+1/2/3		
24/R	Social Community - Moving Primary Structures	-3/10/15		
24/R	Social Community - Moving Secondary Structures	-3/10/15		
24/R	Social Community - Changing Orientation Primary Structures	-10		
24/R	Social Community - Changing Orientation Secondary Structures	-2		
24/R	Social Community - Returning Structures To Their Historic Location	+2 or +5		
25/R	Transit	4x(-2/+2)		
<b>26/A</b>	<b>Infrastructure</b>	Complies		
26/R	Infrastructure - Capital Improvements	4x(-2/+2)		
<b>27/A</b>	<b>Drainage</b>	Complies		Preliminary drainage plan approved by Engineering.
27/R	Drainage - Municipal Drainage System	3x(0/+2)		
<b>28/A</b>	<b>Utilities - Power Lines</b>	Complies		
<b>29/A</b>	<b>Construction Activities</b>	Complies		
<b>30/A</b>	<b>Air Quality</b>	Complies		
30/R	Air Quality - wood-burning appliance in restaurant/bar	-2		
30/R	Beyond the provisions of Policy 30/A	2x(0/+2)		
<b>31/A</b>	<b>Water Quality</b>	Complies		
31/R	Water Quality - Water Criteria	3x(0/+2)		
<b>32/A</b>	<b>Water Conservation</b>	Complies		
<b>33/R</b>	<b>Energy Conservation</b>			
	HERS index for Residential Buildings			
33/R	Obtaining a HERS index	+1		
33/R	HERS rating = 61-80	+2		
33/R	HERS rating = 41-60	+3		
33/R	HERS rating = 19-40	+4		
33/R	HERS rating = 1-20	+5		
33/R	HERS rating = 0	+6		
	Commercial Buildings - % energy saved beyond the IECC minimum standards			
33/R	Savings of 10%-19%	+1		
33/R	Savings of 20%-29%	+3		
33/R	Savings of 30%-39%	+4		
33/R	Savings of 40%-49%	+5		
33/R	Savings of 50%-59%	+6		
33/R	Savings of 60%-69%	+7		
33/R	Savings of 70%-79%	+8		
33/R	Savings of 80% +	+9		
33/R	Heated driveway, sidewalk, plaza, etc.	1X(-3/0)		
33/R	Outdoor commercial or common space residential gas fireplace (per fireplace)	1X(-1/0)		
33/R	Large Outdoor Water Feature	1X(-1/0)		
	Other Design Feature	1X(-4/+4)		
<b>34/A</b>	<b>Hazardous Conditions</b>	Complies		
34/R	Hazardous Conditions - Floodway Improvements	3x(0/+2)		
<b>35/A</b>	<b>Subdivision</b>	Complies		

<b>36/A</b>	<b>Temporary Structures</b>	Complies		<b>Previously approved existing temporary structure will be relocated</b>
<b>37/A</b>	<b>Special Areas</b>	Complies		
37/R	Special Areas - Community Entrance	4x(-2/0)		
37/R	Special Areas - Individual Sites	3x(-2/+2)		
37/R	Special Areas - Blue River	2x(0/+2)		
37R	Special Areas - Cucumber Gulch/Setbacks	2x(0/+2)		
37R	Special Areas - Cucumber Gulch/Impervious Surfaces	1x(0/-2)		
<b>38/A</b>	<b>Home Occupation</b>	Complies		
<b>38.5/A</b>	<b>Home Childcare Businesses</b>	Complies		
<b>39/A</b>	<b>Master Plan</b>	Complies		
<b>40/A</b>	<b>Chalet House</b>	Complies		
<b>41/A</b>	<b>Satellite Earth Station Antennas</b>	Complies		
<b>42/A</b>	<b>Exterior Loudspeakers</b>	Complies		
<b>43/A</b>	<b>Public Art</b>	Complies		
43/R	Public Art	1x(0/+1)		
<b>44/A</b>	<b>Radio Broadcasts</b>	Complies		
<b>45/A</b>	<b>Special Commercial Events</b>	Complies		
<b>46/A</b>	<b>Exterior Lighting</b>	Complies		
<b>47/A</b>	<b>Fences, Gates And Gateway Entrance Monuments</b>	Complies		Outside of the Conservation District, fencing at public improvement projects proposed by the Town is allowed under Policy 47/A.
<b>48/A</b>	<b>Voluntary Defensible Space</b>	Complies		
<b>49/A</b>	<b>Vendor Carts</b>	Complies		
<b>50/A</b>	<b>Wireless Communications Facilities</b>	Complies		

## TOWN OF BRECKENRIDGE

**Carter Park Dog Park Renovation  
TR 7-77 Sec 06 Qtr 2 Mining Claim(s)  
cont 5.740 acres HERMIT PLACER  
MS# 13661 Acres 5.740 (unplatted).  
500 S. High St.  
PL-2024-0163**

### FINDINGS

1. This project is “Town Project” as defined in Section 9-14-1 of the Breckenridge Town Code because it involves the planning and design of a public project.
2. The process for the review and approval of a Town Project as described in Section 9-14-4 of the Breckenridge Town Code was followed in connection with the approval of this Town Project.
3. In connection with its review of this Town Project, the Planning Commission scheduled and held a public hearing on June 4, 2024, notice of which was published on the Town’s website for at least five (5) days prior to the hearing as required by Section 9-14-4B of the Breckenridge Town Code. In addition to posting on the Town’s website, notice of the planning commission’s public hearing on a proposed town project shall be given in the same manner as is required for a final hearing on a Class A development permit application pursuant to chapter 1 of this title. Failure of a person to receive the notice described in this section shall not impair the validity of the planning commission’s public hearing on a proposed town project, or the planning commission’s recommendation to the town council with respect to such proposed town project. Because the process of reviewing and approving a town project is discretionary and administrative, and not quasi-judicial, any member of the town council may properly attend the planning commission’s public hearing(s) and deliberations with respect to a proposed town project. At the conclusion of its public hearing, the Planning Commission recommended approval of this Town Project to the Town Council.
4. The Town Council’s final decision with respect to this Town Project was made at the regular meeting of the Town Council that was held on June 11, 2024. This Town Project was listed on the Town Council’s agenda for the June 11, 2024 agenda that was posted in advance of the meeting on the Town’s website. Before making its final decision with respect to this Town Project, the Town Council accepted and considered any public comment that was offered.
5. Before approving this Town Project, the Town Council received from the Director of the Department of Community Development, and gave due consideration to the Town Project in the same manner a recommendation is prepared for a final hearing on a Class A Development Permit application under the Town’s Development Code (Chapter 1 of Title 9 of the Breckenridge Town Code).
6. The Town Council finds and determines that the Town Project is necessary or advisable for the public good, and that the Town Project shall be undertaken by the Town.

7. Per Town Code Section 9-14-2 *Town Council Authority Over Town Projects*, the Town Council has the authority, in its sole discretion, has the sole and final authority to determine all aspects of the town project, including but not limited to, its location and design. Chapters 1, 3 and 12 of this title and the town of Breckenridge land use guidelines do not apply to town projects, but town projects shall be processed instead in accordance with the provisions of this chapter.



- KEY CONCEPTS**
- 1 FIRECRACKER 50 RACE ROUTE
  - 2 EXISTING DRAINAGE TRENCH & ROCKS
  - 3 EXPAND EXISTING DRAINAGE PAN
  - 4 EXISTING DRAINAGE INLET
  - 5 EXTENT OF EXISTING RETAINING WALL TO REMAIN
  - 6 EXISTING TENNIS COURT FENCE
  - 7 NEW DOG WATER FOUNTAIN
  - 8 RELOCATED MOBILE BENCH
  - 9 RELOCATED PICNIC TABLE
  - 10 RELOCATED SHADE COVER & PICNIC TABLE
  - 11 EXISTING TREE
  - 12 PROPOSED TREE
  - 13 PUBLIC ACCESS GATE
  - 14 TOWN ACCESS GATE
  - 15 MAINTENANCE GATE
  - 16 5' FENCE
  - 17 5' CONCRETE WALK
  - 18 CONCRETE SURFACING
  - 19 DRAINAGE INLET
  - 20 FRENCH DRAIN
  - 21 DRAINAGE SWALE
  - 22 BERM 3-4' HIGH
  - 23 PLANTING BED
  - 24 SOFT SURFACE TRAIL REALIGNMENT
  - 25 SHADE COVER & PICNIC TABLE
  - 26 PERMANENT SHADE STRUCTURE & PICNIC TABLE
  - 27 REPURPOSED FLAGSTONE
  - 28 ROCK SURFACING EXTENSION
  - 29 SAND + PEA GRAVEL MIX
  - 30 REPURPOSED PAVER EDGING
  - 31 SEASONAL PLANTER BOX (WINTER REMOVAL)
  - 32 LANDSCAPE BOULDER
  - 33 PARK GATEWAY & SIGNAGE
  - 34 VISUAL PARK FEATURE

- LEGEND**
- EXISTING TREE
  - PROPOSED TREE
  - 5' FENCE
  - DRAINAGE SWALE
  - FLAGSTONE
  - ROCK SURFACING
  - SAND + PEA GRAVEL MIX
  - PAVER EDGING
  - LANDSCAPE BOULDER
  - BENCH & PICNIC TABLE
  - SHADE STRUCTURE
  - PARK SIGNAGE

**Carter Park | Master Site Plan Concept**

December 22, 2023

CONCEPTUAL ILLUSTRATIVE PROVIDED TO CONVEY DESIGN INTENT ONLY AND IS SUBJECT TO CHANGE.



GENERAL NOTES

- 1. THE CONTRACTOR AND OWNER'S REPRESENTATIVE SHALL CONTACT THE LANDSCAPE ARCHITECT FOR A PRE-CONSTRUCTION MEETING PRIOR TO START OF ANY WORK SHOWN ON THESE PLANS.
2. THESE PLANS SHALL NOT BE UTILIZED FOR CONSTRUCTION OR PERMITTING UNLESS STATED FOR SUCH USE IN THE TITLE BLOCK.
3. DRAWINGS ARE INTENDED TO BE PRINTED ON 24" X 36" PAPER. PRINTING THESE DRAWINGS AT A DIFFERENT SIZE WILL IMPACT THE SCALE. VERIFY THE GRAPHIC SCALE BEFORE REFERENCING ANY MEASUREMENTS ON THESE SHEETS. THE RECIPIENT OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR ANY ERRORS RESULTING FROM INCORRECT PRINTING, COPYING, OR ANY OTHER CHANGES THAT ALTER THE SCALE OF THE DRAWINGS.
4. VERIFY ALL PLAN DIMENSIONS PRIOR TO START OF CONSTRUCTION. NOTIFY THE OWNER'S REPRESENTATIVE TO ADDRESS ANY QUESTIONS OR CLARIFY ANY DISCREPANCIES.
5. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.
6. SUBMIT A CHANGE ORDER FOR APPROVAL FOR ANY CHANGES TO WORK SCOPE RESULTING FROM FIELD CONDITIONS OR DIRECTION BY OWNER'S REPRESENTATIVE WHICH REQUIRE ADDITIONAL COST TO THE OWNER PRIOR TO PERFORMANCE OF WORK.
7. THE CONTRACTOR SHALL PROVIDE A STAKED LAYOUT OF ALL SITE IMPROVEMENTS FOR INSPECTION BY THE OWNER'S REPRESENTATIVE AND MAKE MODIFICATIONS AS REQUIRED. ALL LAYOUT INFORMATION IS AVAILABLE IN DIGITAL FORMAT FOR USE BY THE CONTRACTOR.
8. IF A GEOTECHNICAL SOILS REPORT IS NOT AVAILABLE AT THE TIME OF CONSTRUCTION, NORRIS DESIGN RECOMMENDS A REPORT BE AUTHORIZED BY THE OWNER AND THAT ALL RECOMMENDATIONS OF THE REPORT ARE FOLLOWED DURING CONSTRUCTION. THE CONTRACTOR SHALL USE THESE CONTRACT DOCUMENTS AS A BASIS FOR THE BID. IF THE OWNER ELECTS TO PROVIDE A GEOTECHNICAL REPORT, THE CONTRACTOR SHALL REVIEW THE REPORT AND SUBMIT AN APPROPRIATE CHANGE ORDER TO THE OWNER'S REPRESENTATIVE IF ADDITIONAL COSTS ARE REQUESTED.
9. CONTRACTOR SHALL CONFIRM THAT SITE CONDITIONS ARE SIMILAR TO THE PLANS, WITHIN TOLERANCES STATED IN THE CONTRACT DOCUMENTS, AND SATISFACTORY TO THE CONTRACTOR PRIOR TO START OF WORK. SHOULD SITE CONDITIONS BE DIFFERENT THAN REPRESENTED ON THE PLANS OR UNSATISFACTORY TO THE CONTRACTOR, THE CONTRACTOR SHALL CONTACT THE OWNER'S REPRESENTATIVE FOR CLARIFICATION AND FURTHER DIRECTION.
10. CONTRACTOR IS RESPONSIBLE TO PAY FOR, AND OBTAIN, ANY REQUIRED APPLICATIONS, PERMITTING, LICENSES, INSPECTIONS AND METERS ASSOCIATED WITH WORK.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO ANY VIOLATIONS OR NON-CONFORMANCE WITH THE PLANS, SPECIFICATIONS, CONTRACT DOCUMENTS, JURISDICTIONAL CODES, AND REGULATORY AGENCIES.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF ALL UTILITY LOCATES PRIOR TO ANY EXCAVATION. REFER TO ENGINEERING UTILITY PLANS FOR ALL PROPOSED UTILITY LOCATIONS AND DETAILS. NOTIFY OWNER'S REPRESENTATIVE IF EXISTING OR PROPOSED UTILITIES INTERFERE WITH THE ABILITY TO PERFORM WORK.
13. UNLESS IDENTIFIED ON THE PLANS FOR DEMOLITION OR REMOVAL, THE CONTRACTOR IS RESPONSIBLE FOR THE COST TO REPAIR UTILITIES, ADJACENT OR EXISTING LANDSCAPE, ADJACENT OR EXISTING PAVING, OR ANY PUBLIC AND PRIVATE PROPERTY THAT IS DAMAGED BY THE CONTRACTOR OR THEIR SUBCONTRACTOR'S OPERATIONS DURING INSTALLATION, ESTABLISHMENT OR DURING THE SPECIFIED MAINTENANCE PERIOD. ALL DAMAGES SHALL BE REPAIRED TO PRE-CONSTRUCTION CONDITIONS AS DETERMINED BY THE OWNER'S REPRESENTATIVE. CONTRACTOR SHALL BE RESPONSIBLE FOR LOGGING ANY DAMAGES PRIOR TO START OF CONSTRUCTION AND DURING THE CONTRACT PERIOD.
14. ALL WORK SHALL BE CONFINED TO THE AREA WITHIN THE CONSTRUCTION LIMITS AS SHOWN ON THE PLANS. ANY AREAS OR IMPROVEMENTS DISTURBED OUTSIDE THESE LIMITS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE. IN THE EVENT THE CONTRACTOR REQUIRES A MODIFICATION TO THE CONSTRUCTION LIMITS, WRITTEN PERMISSION MUST BE OBTAINED FROM THE OWNER'S REPRESENTATIVE PRIOR TO ANY DISTURBANCE OUTSIDE OF THE LIMITS OF WORK.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY OF THEIR TRENCHES OR EXCAVATIONS THAT SETTLE.
16. THE CONTRACTOR SHALL BE RESPONSIBLE TO PREPARE AND SUBMIT A TRAFFIC CONTROL PLAN TO THE APPROPRIATE JURISDICTIONAL AGENCIES AND THE OWNER'S REPRESENTATIVE IF THEIR WORK AND OPERATIONS AFFECT OR IMPACT THE PUBLIC RIGHTS-OF-WAY. OBTAIN APPROVAL PRIOR TO ANY WORK WHICH AFFECTS OR IMPACTS THE PUBLIC RIGHTS-OF-WAY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THIS REQUIREMENT DURING THE CONTRACT PERIOD.
17. SIGHT TRIANGLES AND SIGHT LINES SHALL REMAIN UNOBSERVED BY EQUIPMENT, CONSTRUCTION MATERIALS, PLANT MATERIAL OR ANY OTHER VISUAL OBSTACLE DURING THE CONTRACT PERIOD AND AT MATURITY OF PLANTS PER LOCAL JURISDICTIONAL REQUIREMENTS.
18. NO PLANT MATERIAL OTHER THAN GROUND COVER IS ALLOWED TO BE PLANTED ADJACENT TO FIRE HYDRANTS AS STIPULATED BY JURISDICTIONAL REQUIREMENTS.
19. COORDINATE SITE ACCESS, STAGING, STORAGE AND CLEANOUT AREAS WITH OWNER'S REPRESENTATIVE.
20. CONTRACTOR IS RESPONSIBLE FOR PROVIDING TEMPORARY SAFETY FENCING AND BARRIERS AROUND ALL IMPROVEMENTS SUCH AS WALLS, PLAY STRUCTURES, EXCAVATIONS, ETC. ASSOCIATED WITH THEIR WORK UNTIL SUCH FACILITIES ARE COMPLETELY INSTALLED PER THE PLANS, SPECIFICATIONS AND MANUFACTURER'S RECOMMENDATIONS.
21. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTION OF THEIR MATERIAL STOCK PILES AND WORK FROM VANDALISM, EROSION OR UNINTENDED DISTURBANCE DURING THE CONSTRUCTION PERIOD AND UNTIL FINAL ACCEPTANCE IS ISSUED.
22. THE CONTRACTOR SHALL KNOW, UNDERSTAND AND ABIDE BY ANY STORM WATER POLLUTION PREVENTION PLAN (SWPPP) ASSOCIATED WITH THE SITE. IF A STORM WATER POLLUTION PREVENTION PLAN IS NOT PROVIDED BY THE OWNER'S REPRESENTATIVE, REQUEST A COPY BEFORE PERFORMANCE OF ANY SITE WORK.
23. MAINTAIN ANY STORM WATER MANAGEMENT FACILITIES THAT EXIST ON SITE FOR FULL FUNCTIONALITY. THE CONTRACTOR SHALL INSTALL AND MAINTAIN ANY NEW STORM WATER MANAGEMENT FACILITIES THAT ARE IDENTIFIED IN THE SCOPE OF WORK TO FULL FUNCTIONALITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER FOR FAILURE TO MAINTAIN STORM WATER MANAGEMENT FACILITIES DURING THE CONTRACT PERIOD.
24. THE CONTRACTOR SHALL PREVENT SEDIMENT, DEBRIS AND ALL OTHER POLLUTANTS FROM EXITING THE SITE OR ENTERING THE STORM SEWER SYSTEM DURING ALL DEMOLITION OR CONSTRUCTION OPERATIONS THAT ARE PART OF THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE REQUIREMENTS DURING THEIR CONTRACTED COURSE OF WORK.
25. THE CONTRACTOR SHALL BE RESPONSIBLE TO PREVENT ANY IMPACTS TO ADJACENT WATERWAYS, WETLANDS, OR OTHER ENVIRONMENTALLY SENSITIVE AREAS RESULTING FROM WORK DONE AS PART OF THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE STANDARDS DURING THEIR CONTRACTED COURSE OF WORK.
26. THE CONTRACTOR AND/OR THEIR AUTHORIZED AGENTS SHALL INSURE THAT ALL LOADS OF CONSTRUCTION MATERIAL IMPORTED TO OR EXPORTED FROM THE PROJECT SITE SHALL BE PROPERLY COVERED TO PREVENT LOSS OF MATERIAL DURING TRANSPORT. TRANSPORTATION METHODS ON PUBLIC RIGHT-OF WAYS SHALL CONFORM TO JURISDICTIONAL REQUIREMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE REQUIREMENTS.
27. THE CLEANING OF EQUIPMENT IS PROHIBITED AT THE JOB SITE UNLESS AUTHORIZED BY THE OWNER'S REPRESENTATIVE IN A DESIGNATED AREA. THE DISCHARGE OF WATER, WASTE CONCRETE, POLLUTANTS, OR OTHER MATERIALS SHALL ONLY OCCUR IN AREAS DESIGNED FOR SUCH USE AND APPROVED BY THE OWNER'S REPRESENTATIVE.
28. THE CLEANING OF CONCRETE EQUIPMENT IS PROHIBITED AT THE JOB SITE EXCEPT IN DESIGNATED CONCRETE WASHOUT AREAS. THE DISCHARGE OF WATER CONTAINING WASTE CONCRETE IN THE STORM SEWER IS PROHIBITED.
29. THE USE OF REBAR, STEEL STAKES, OR STEEL FENCE POSTS TO STAKE DOWN STRAW OR HAY BALES OR TO SUPPORT SILT FENCING USED AS AN EROSION CONTROL MEASURE IS PROHIBITED.
30. OPEN SPACE SWALES: IF SWALES ARE EXISTING ON SITE AND ARE NOT INTENDED TO BE MODIFIED AS PART OF THE PLANS, THE CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN THE CONVEYANCE OF WATER WITHIN THE SWALES DURING THE CONTRACT PERIOD. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DIVERSION OR PUMPING OF WATER IF REQUIRED TO COMPLETE WORK. ANY SWALES DISTURBED BY THE CONTRACTOR SHALL BE REPAIRED/RESTORED TO THEIR ORIGINAL CONDITION. IF THE SWALE NEEDS TO BE DISTURBED OR MODIFIED FOR ANY REASON, THE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE FOR APPROVAL PRIOR TO DISTURBANCE.
31. DETENTION AND WATER QUALITY PONDS: IF DETENTION PONDS AND WATER QUALITY PONDS ARE EXISTING ON SITE AND ARE NOT INTENDED TO BE MODIFIED AS PART OF THE PLANS, THE CONTRACTOR SHALL MINIMIZE DISTURBANCE TO THE PONDS, DRAINAGE STRUCTURES AND SPILLWAYS DURING CONSTRUCTION. ALL PONDS, DRAINAGE STRUCTURES AND SPILLWAYS SHALL BE MAINTAINED IN OPERABLE CONDITIONS AT ALL TIMES. ANY POND OR SPILLWAY AREAS DISTURBED BY THE CONTRACTOR SHALL BE REPAIRED/RESTORED TO THEIR ORIGINAL CONDITION. IF THE POND NEEDS TO BE DISTURBED OR MODIFIED FOR ANY REASON, THE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE FOR APPROVAL PRIOR TO DISTURBANCE.
32. MAINTENANCE ACCESS BENCHES: IF MAINTENANCE BENCHES OR ACCESS ROADS EXIST ON SITE AND ARE NOT INTENDED TO BE MODIFIED AS PART OF THE PLANS, THE CONTRACTOR SHALL MINIMIZE DISTURBANCE TO THE BENCHES OR ACCESS ROADS DURING CONSTRUCTION. ANY BENCHES OR ACCESS ROADS DISTURBED BY THE CONTRACTOR SHALL BE REPAIRED/RESTORED TO THEIR ORIGINAL CONDITION. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL EXISTING BENCHES AND ACCESS ROADS DURING THE CONSTRUCTION PERIOD. IF ACCESS NEEDS TO BE BLOCKED FOR ANY REASON, THE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE FOR APPROVAL PRIOR TO INTERRUPTION OF ACCESS.
33. LOCAL, STATE AND FEDERAL JURISDICTIONAL REQUIREMENTS, RESTRICTIONS OR PROCEDURES SHALL SUPERSEDE THESE PLANS, NOTES AND SPECIFICATIONS WHEN MORE STRINGENT. NOTIFY THE OWNER'S REPRESENTATIVE IF CONFLICTS OCCUR.

CHECKED BY: AY
DRAWN BY: CG

LANDSCAPE NOTES

- 1. THE CONTRACTOR SHALL FOLLOW THE LANDSCAPE PLANS AND SPECIFICATIONS AS CLOSELY AS POSSIBLE. ANY SUBSTITUTION OR ALTERATION SHALL NOT BE ALLOWED WITHOUT APPROVAL OF THE OWNER'S REPRESENTATIVE. OVERALL PLANT QUANTITY AND QUALITY SHALL BE CONSISTENT WITH THE PLANS.
2. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL PLANT QUANTITIES. GRAPHIC QUANTITIES TAKES PRECEDENCE OVER WRITTEN QUANTITIES.
3. THE OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO INSPECT AND TAG ALL PLANT MATERIAL PRIOR TO SHIPPING TO THE SITE. IN ALL CASES, THE OWNER'S REPRESENTATIVE MAY REJECT PLANT MATERIAL AT THE SITE IF MATERIAL IS DAMAGED, DISEASED, OR DECLINING IN HEALTH AT THE TIME OF ONSITE INSPECTIONS OR IF THE PLANT MATERIAL DOES NOT MEET THE MINIMUM SPECIFIED STANDARD IDENTIFIED ON THE PLANS AND IN THE SPECIFICATIONS. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER'S REPRESENTATIVE FOR INSPECTION AND APPROVAL OF ALL MATERIALS AND PRODUCTS PRIOR TO INSTALLATION.
4. THE OWNER'S REPRESENTATIVE MAY ELECT TO UPSIZE PLANT MATERIAL AT THEIR DISCRETION BASED ON SELECTION, AVAILABILITY, OR TO ENHANCE SPECIFIC AREAS OF THE PROJECT. THE CONTRACTOR SHALL VERIFY PLANT MATERIAL SIZES WITH OWNER'S REPRESENTATIVE PRIOR TO PURCHASING, SHIPPING OR STOCKING OF PLANT MATERIALS. SUBMIT CHANGE ORDER REQUEST TO OWNER'S REPRESENTATIVE FOR APPROVAL IF ADDITIONAL COST IS REQUESTED BY THE CONTRACTOR PRIOR TO INSTALLATION. RE-STOCKING CHARGES WILL NOT BE APPROVED IF THE CONTRACTOR FAILS TO SUBMIT A REQUEST FOR MATERIAL CHANGES.
5. THE CONTRACTOR SHALL WARRANT ALL CONTRACTED WORK AND MATERIALS FOR A PERIOD OF ONE YEAR AFTER SUBSTANTIAL COMPLETION HAS BEEN ISSUED BY THE OWNER'S REPRESENTATIVE FOR THE ENTIRE PROJECT UNLESS OTHERWISE SPECIFIED IN THE CONTRACT DOCUMENTS OR SPECIFICATIONS.
6. REFER TO IRRIGATION PLANS FOR LIMITS AND TYPES OF IRRIGATION DESIGNED FOR THE LANDSCAPE. IN NO CASE SHALL IRRIGATION BE EMITTED WITHIN THE MINIMUM DISTANCE FROM BUILDING OR WALL FOUNDATIONS AS STIPULATED IN THE GEOTECHNICAL REPORT. ALL IRRIGATION DISTRIBUTION LINES, HEADS AND EMITTERS SHALL BE KEPT OUTSIDE THE MINIMUM DISTANCE AWAY FROM ALL BUILDING AND WALL FOUNDATIONS AS STIPULATED IN THE GEOTECHNICAL REPORT.
7. LANDSCAPE MATERIAL LOCATIONS SHALL HAVE PRECEDENCE OVER IRRIGATION MAINLINE AND LATERAL LOCATIONS. COORDINATE INSTALLATION OF IRRIGATION EQUIPMENT SO THAT IT DOES NOT INTERFERE WITH THE PLANTING OF TREES OR OTHER LANDSCAPE MATERIAL.
8. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING POSITIVE DRAINAGE EXISTS IN ALL LANDSCAPE AREAS. SURFACE DRAINAGE ON LANDSCAPE AREAS SHALL NOT FLOW TOWARD STRUCTURES AND FOUNDATIONS. MAINTAIN SLOPE AWAY FROM FOUNDATIONS PER THE GEOTECHNICAL REPORT RECOMMENDATIONS. ALL LANDSCAPE AREAS BETWEEN WALKS AND CURBS SHALL DRAIN FREELY TO THE CURB UNLESS OTHERWISE IDENTIFIED ON THE GRADING PLAN. IN NO CASE SHALL THE GRADE, TURF THATCH, OR OTHER LANDSCAPE MATERIALS DAM WATER AGAINST WALKS. MINIMUM SLOPES ON LANDSCAPE AREAS SHALL BE 2%; MAXIMUM SLOPE SHALL BE 25% UNLESS SPECIFICALLY IDENTIFIED ON THE PLANS OR APPROVED BY THE OWNER'S REPRESENTATIVE.
9. PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED OR DISTURBED BY CONSTRUCTION ACTIVITY SHALL BE THOROUGHLY LOOSENEED TO A DEPTH OF 8" - 12" AND AMENDED PER SPECIFICATIONS.
10. ALL LANDSCAPED AREAS ARE TO RECEIVE ORGANIC SOIL PREPARATION AS NOTED IN THE TECHNICAL SPECIFICATIONS.
11. TREES SHALL NOT BE LOCATED IN DRAINAGE SWALES, DRAINAGE AREAS, OR UTILITY EASEMENTS. CONTACT OWNER'S REPRESENTATIVE FOR RELOCATION OF PLANTS IN QUESTIONABLE AREAS PRIOR TO INSTALLATION.
12. THE CENTER OF EVERGREEN TREES SHALL NOT BE PLACED CLOSER THAN 8' AND THE CENTER OF ORNAMENTAL TREES CLOSER THAN 6' FROM A SIDEWALK, STREET OR DRIVE LANE. EVERGREEN TREES SHALL NOT BE LOCATED ANY CLOSER THAN 15' FROM IRRIGATION ROTOR HEADS. NOTIFY OWNER'S REPRESENTATIVE IF TREE LOCATIONS CONFLICT WITH THESE STANDARDS FOR FURTHER DIRECTION.
13. ALL EVERGREEN TREES SHALL BE FULLY BRANCHED TO THE GROUND AND SHALL NOT EXHIBIT SIGNS OF ACCELERATED GROWTH AS DETERMINED BY THE OWNER'S REPRESENTATIVE.
14. ALL TREES ARE TO BE STAKED AND GUYED PER DETAILS FOR A PERIOD OF 1 YEAR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING STAKES AT THE END OF 1 YEAR FROM ACCEPTANCE OF LANDSCAPE INSTALLATION BY THE OWNER'S REPRESENTATIVE. OBTAIN APPROVAL BY OWNER'S REPRESENTATIVE PRIOR TO REMOVAL.
15. ALL TREES INSTALLED ABOVE RETAINING WALLS UTILIZING GEO-GRID MUST BE HAND DUG TO PROTECT GEO-GRID. IF GEO-GRID MUST BE CUT TO INSTALL TREES, APPROVAL MUST BE GIVEN BY OWNER'S REPRESENTATIVE PRIOR TO DOING WORK.
16. ALL TREES IN SEED OR TURF AREAS SHALL RECEIVE MULCH RINGS. OBTAIN APPROVAL FROM OWNER'S REPRESENTATIVE FOR ANY TREES THAT WILL NOT BE MULCHED FOR EXCESSIVE MOISTURE REASONS.
17. SHRUB, GROUND COVER AND PERENNIAL BEDS ARE TO BE CONTAINED BY EDGER SPECIFIED IN MATERIAL SCHEDULE LP-002. EDGER IS NOT REQUIRED WHEN ADJACENT TO CURBS, WALLS, WALKS OR SOLID FENCES WITHIN 3" OF PRE-MULCHED FINAL GRADE. EDGER SHALL NOT BE REQUIRED TO SEPARATE MULCH TYPES UNLESS SPECIFIED ON THE PLANS.
18. ALL SHRUB BEDS ARE TO BE MULCHED WITH MIN. 3" DEPTH, SPECIFIED LANDSCAPE MULCH IN MATERIAL SCHEDULE, SHEET LP-002, OVER SPECIFIED GEOTEXTILE WEED CONTROL FABRIC. ALL GROUND COVER AND PERENNIAL FLOWER BEDS SHALL BE MULCHED WITH 3" DEPTH, SPECIFIED LANDSCAPE MULCH IN MATERIAL SCHEDULE, SHEET LP-002. NO WEED CONTROL FABRIC IS REQUIRED IN GROUND COVER OR PERENNIAL AREAS.
19. AT SEED AREA BOUNDARIES ADJACENT TO EXISTING NATIVE AREAS, OVERLAP ABUTTING NATIVE AREAS BY THE FULL WIDTH OF THE SEEDER.
20. EXISTING TURF AREAS THAT ARE DISTURBED DURING CONSTRUCTION, ESTABLISHMENT AND THE MAINTENANCE PERIOD SHALL BE RESTORED WITH NEW SOD TO MATCH EXISTING TURF SPECIES. DISTURBED NATIVE AREAS WHICH ARE TO REMAIN SHALL BE OVER SEEDED AND RESTORED WITH SPECIFIED SEED MIX.
21. CONTRACTOR SHALL OVER SEED ALL MAINTENANCE OR SERVICE ACCESS BENCHES AND ROADS WITH SPECIFIED SEED MIX UNLESS OTHERWISE NOTED ON THE PLANS.
22. ALL SEEDED SLOPES EXCEEDING 25% IN GRADE (4:1) SHALL RECEIVE EROSION CONTROL BLANKETS. PRIOR TO INSTALLATION, NOTIFY OWNER'S REPRESENTATIVE FOR APPROVAL OF LOCATION AND ANY ADDITIONAL COST IF A CHANGE ORDER IS NECESSARY.
23. WHEN COMPLETE, ALL GRADES SHALL BE WITHIN +/- 1/8" OF FINISHED GRADES AS SHOWN ON THE PLANS.
24. SOFT SURFACE TRAILS NEXT TO MANICURED TURF OR SHRUB BEDS SHALL BE CONTAINED WITH EDGER SPECIFIED IN MATERIAL SCHEDULE, SHEET LP-002.
25. WHEN PLANTER URNS ARE SHOWN ON PLANS, CONTRACTOR SHALL INCLUDE THE FOLLOWING: PLANTER MIX, ANNUAL FLOWER PLANTING PROGRAM (INCLUDES 2 PLANTINGS FOR THE 1ST YEAR (SPRING AND FALL) AND WINTER HAND-WATERING AS NEEDED. UNLESS OTHERWISE SPECIFIED, CONTRACTOR TO PROVIDE ANNUAL PLANTING SELECTION FOR REVIEW BY OWNER. IRRIGATION FOR PLANTERS TO BE ON SEPARATE ZONE(S). CONTRACTOR TO COORDINATE PLACEMENT OF NECESSARY SLEEVING PRIOR TO PLACEMENT OF PAVEMENT.
26. PRIOR TO THE PLACEMENT OF MULCH AND WEED FABRIC, A GRANULAR, PRE-EMERGENT, WEED CONTROL AGENT SHALL BE ADDED TO ALL PLANTING BEDS IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTION, EXCEPT AROUND ORNAMENTAL GRASSES.
27. THE CONTRACTOR IS EXPECTED TO KNOW AND UNDERSTAND THE CITY AND COUNTY SPECIFICATIONS FOR LANDSCAPE AND IRRIGATION. IN CASES OF DISCREPANCIES THE HIGHER OF THE TWO STANDARDS SHALL HAVE PRECEDENCE.
28. THE DEVELOPER, HIS SUCCESSORS AND ASSIGNS SHALL BE RESPONSIBLE FOR THE INSTALLATION, MAINTENANCE AND REPLACEMENT OF ALL IMPROVEMENTS SHOWN OR INDICATED ON THE APPROVED LANDSCAPE PLAN ON FILE IN THE PLANNING DEPARTMENT.

LAYOUT NOTES

- 1. WRITTEN DIMENSIONS WILL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
2. SHOULD SITE CONDITIONS BE DIFFERENT THAN WHAT IS INDICATED ON THE DRAWINGS CONTACT THE LANDSCAPE ARCHITECT IMMEDIATELY FOR CLARIFICATION.
3. CURVED WALKS AND CURB EDGES ARE INTENDED TO BE CONSTRUCTED WITH SMOOTH FLOWING CURVES. ANYTHING OTHER THAN SMOOTH FLOWING CURVES WILL BE REJECTED.
4. THE CONTRACTOR SHALL OBTAIN, AT THEIR EXPENSE, ALL PERMITS WHICH ARE NECESSARY TO PERFORM THE PROPOSED WORK.
5. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER REGARDING WHO WILL PROVIDE SURVEY SERVICES FOR LAYOUT OF THE WORK.
6. THE CONTRACTOR SHALL REVIEW WITH OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT ALL STAKING PRIOR TO SETTING FORMS OR COMPLETING FLATWORK AND PERFORM MINOR MODIFICATIONS AS REQUIRED TO ACHIEVE PROPER DRAINAGE OR ACCESSIBILITY AS REQUIRED FOR THE DESIGN, AT NO ADDITIONAL COST TO THE OWNER.
7. THE CONTRACTOR SHALL INSTALL SLEEVING FOR IRRIGATION IMPROVEMENTS PRIOR TO INSTALLING CONCRETE FLATWORK. REFER TO IRRIGATION PLANS.
8. LAYOUT WALKS, SCORE JOINTS AND PAVING PATTERNS AS CLOSELY AS POSSIBLE TO PLANS, DETAILS, AND SPECIFICATIONS. DO NOT DEVIATE FROM PLANS UNLESS SPECIFIC APPROVAL IS OBTAINED FROM THE OWNER'S REPRESENTATIVE.
9. ALL WORK SHALL BE CONFINED TO THE AREA WITHIN THE CONSTRUCTION LIMITS AS SHOWN ON THE PLANS. ANY AREAS OR IMPROVEMENTS DISTURBED OUTSIDE THESE LIMITS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE. IN THE EVENT THE CONTRACTOR REQUIRES A MODIFICATION TO THE CONSTRUCTION LIMITS, WRITTEN PERMISSION MUST BE OBTAINED FROM THE LANDSCAPE ARCHITECT PRIOR TO ANY DISTURBANCE OUTSIDE OF THE LIMITS OF WORK. SEE TECHNICAL SPECIFICATIONS.
10. CONTRACTOR IS RESPONSIBLE FOR SUPERVISING ALL SAFETY SURFACING AND PAVEMENT DURING THE CURING PROCESS.

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CARTER PARK
300 S. HIGH STREET
BRECKENRIDGE, CO

OWNER:
TOWN OF BRECKENRIDGE

150 SKI HILL ROAD
BRECKENRIDGE, CO
970-453-3373

NOT FOR CONSTRUCTION

DATE:
04/10/24: FOR BID

SHEET TITLE:
LANDSCAPE NOTES

LP-001





**PLANT SCHEDULE**

CODE	QTY	BOTANICAL NAME	COMMON NAME	ROOT	SIZE
<b>DECIDUOUS TREES</b>					
PO TR	11	POPULUS TREMULOIDES	QUAKING ASPEN	B & B	2.5" CAL.
PO NM	6	POPULUS TREMULOIDES 'CLUMP FORM'	QUAKING ASPEN	B & B	6' HT.
<b>ORNAMENTAL TREES</b>					
PU VI	1	PRUNUS VIRGINIANA 'SCHUBERT'	SCHUBERT CHOKECHERRY	B & B	6' HT.
<b>DECIDUOUS SHRUBS 2-4' SPREAD</b>					
PH MO	8	PHYSOCARPUS MONOGYNUS	MOUNTAIN NINEBARK	CONT.	#5
PO KA	11	POTENTILLA FRUTICOSA 'KATHERINE DYKES'	KATHERINE DYKES BUSH CINQUEFOIL	CONT.	#5
RO WO	5	ROSA WOODSII	MOUNTAIN ROSE	CONT.	#5
SA TT	3	SAMBUCUS PUBENS	NATIVE RED BERRIED ELDER	CONT.	#5
<b>DECIDUOUS SHRUBS 5-7' SPREAD</b>					
CO AC	5	COTONEASTER ACUTIFOLIUS	PEKING COTONEASTER	CONT.	#5
LO TA	4	LONICERA TATARICA 'ARNOLD'S RED'	ARNOLD'S RED HONEYSUCKLE	CONT.	#5
PH NA	3	PHYSOCARPUS OPULIFOLIUS 'NANUS'	DWARF NINEBARK	CONT.	#5
<b>EVERGREEN SHRUBS</b>					
PI MU	8	PINUS MUGO 'WHITE BUD'	WHITE BUD MUGO PINE	CONT.	#5
<b>ORNAMENTAL GRASSES</b>					
DE CE	32	DESCHAMPSIA CESPITOSA	TUFTED HAIR GRASS	CONT.	#1
SO NU	19	SORGHASTRUM NUTANS	INDIAN GRASS	CONT.	#1

**DRYLAND NATIVE GRASS SEED MIXTURE (WATER CONSERVING)**

COMMON NAME	% OF TOTAL	LBS. PER 1000 S.F.
EPHRAIM CRESTED WHEATGRASS	30%	7.5 LBS.
SHEEP FESCUE	25%	6.25 LBS.
PERENNIAL RYEGRASS	20%	5.0 LBS.
CHEWING FESCUE	15%	3.75 LBS.
CANADA BLUEGRASS	10%	2.5 LBS.
TOTAL	100%	25 LBS.

- ALL DISTURBED AREA WILL BE RE-SEEDED WITH DRYLAND NATIVE SEED MIX

**IRRIGATED LOW WATER TURF BLEND**

**COLORADO BLACK BEAUTY FESCUE SOD**

SITEONE  
 SOD: COLORADO BLACK BEAUTY FESCUE SOD  
 2197 W. COLLEGE AVE. ENGLEWOOD, CO 80110  
 PH: 303.922.6392  
 WEB: WWW.SITEONE.COM

**LANDSCAPE MATERIAL SCHEDULE**

CODE	DESCRIPTION	PRODUCT NAME	MANUFACTURER	CONTACT	COLOR / FINISH	SIZE / DIMENSIONS	DETAIL	NOTES
M-01	LANDSCAPE MULCH	WASHINGTON CEDAR MULCH	PIONEER SAND AND GRAVEL (OR APPROVED EQUAL)	866.600.0652 PIONEERCO.COM	NATURAL/GORILLA HAIR	SEE PLANS FOR AREA, MINIMUM 3" DEPTH	N/A	SEE LANDSCAPE NOTES AND SPECIFICATIONS.
M-02	FLAGSTONE PAVERS	N/A	TOWN OF BRECKENRIDGE STORAGE	N/A	NATURAL	SEE PLANS FOR AREA. 1"-3" DEPTH, RANDOM SIZES	7 / LP-502	ITEMS ARE ALREADY ACQUIRED BY THE TOWN OF BRECKENRIDGE AND SHOULD BE USED FIRST BEFORE ORDERING ADDITIONAL MATERIALS. SEE DETAILS FOR INSTALLATION.
M-03	DOG RUN MIX	SAND / PEA GRAVEL MIX	PIONEER SAND (OR APPROVED EQUAL)	866.600.0652	PEA GRAVEL - COLORADO AND BROWN MASON SAND	3/8" WASHED RIVER ROCK & BROWN MASON SAND, 6" DEPTH	N/A	70% SAND / 30% PEA GRAVEL MIX. ALL RIVER ROCK SHOULD BE WASHED AND FREE OF DEBRIS. MIX SHALL BE INSTALLED ON TOP OF WEED CONTROL FABRIC. INSTALL 6" DEPTH MINIMUM IN DOG PARK
M-04	DECORATIVE GRAVEL	CLEAR CREEK GRANITE	PIONEER SAND (OR APPROVED EQUAL)	866.600.0652 PIONEERCO.COM	NATURAL GREY / TAN	1-1/2"		ALL ROCK SHOULD BE WASHED AND FREE OF DEBRIS. INSTALL 6" DEPTH MINIMUM ON TOP OF WEED CONTROL FABRIC.
M-05	CRUSHER FINES	N/A	TOWN OF BRECKENRIDGE STORAGE	N/A	NATURAL	SEE PLANS FOR AREA	5 / LP-502	ITEMS ARE ALREADY ACQUIRED BY THE TOWN OF BRECKENRIDGE AND SHOULD BE USED FIRST BEFORE ORDERING ADDITIONAL MATERIALS. SEE DETAILS FOR INSTALLATION.
M-06	PLAZA PAVERS	80 MM HOLLAND PAVER	KEYSTONE HARDSCAPES	KEYSTONEHARDSCAPES.COM	EDDINGTON BLEND, CHARCOAL AND LIGHT PEWTER	REFER TO PLANS FOR AREA	1 & 2 / LP-503	SEE DETAILS AND MANUFACTURERS RECOMMENDATION FOR INSTALLATION.
M-07	BENDA BOARD EDGER	BENDA BOARD EDGER	EPIC PLASTICS (OR APPROVED EQUAL)	209.333.6161	TEAK	SEE PLANS FOR LENGTH, EDGER 1" X 6" X 20'	8 / LP-501	TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS.
M-08	LANDSCAPE BOULDERS	N/A	TOWN OF BRECKENRIDGE STORAGE	N/A	NATURAL	2'-4" DIAMETER BOULDERS	9 / LP-501	REPURPOSE ON-SITE BOULDERS FIRST. ITEMS ARE ALREADY ACQUIRED BY THE TOWN OF BRECKENRIDGE AND SHOULD BE USED FIRST BEFORE ORDERING ADDITIONAL MATERIALS. SEE DETAILS FOR INSTALLATION.
M-09	NATURAL STONE EDGER	NEW MEXICO BUFF ROCK 4IN	PIONEER SAND	866.600.0652 PIONEERCO.COM	NATURAL TAN	4" MAX. DEPTH	4 / LP-502	SEE DETAILS FOR INSTALLATION.
M-10	PLAZA PAVER JOINING COMPOUND	JOINING COMPOUND	KEYSTONE HARDSCAPES	N/A	GREY SAND	REFER TO MANUFACTURER	1 / LP-503	TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS.
M-11	PLAZA PAVER EDGING	SNAP EDGE PAVER EDGING	SEK SUREBOND	N/A	BLACK	REFER TO PLANS	1 / LP-503	TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS
M-12	5' METAL GATE	MONTAGE STEEL SINGLE SWING GATE	AMMERISTAR (OR APPROVED EQUAL)	888.333.3422 AMERISTARPERIMETER.COM	COLOR: BLACK STYLE: MAJESTIC	5'H	2 / LP-502	TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS.

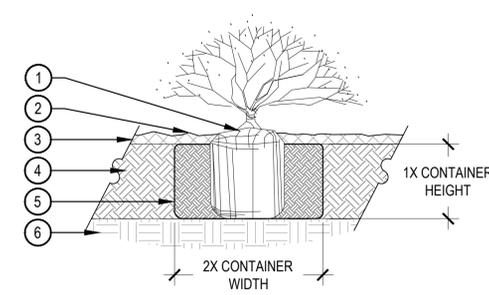
**AMENITY SCHEDULE**

CODE	DESCRIPTION	PRODUCT NAME	MANUFACTURER	CONTACT	MODEL #	COLOR / FINISH	SIZE / DIMENSIONS	NOTES
S-01	PICNIC TABLE	N/A	TOWN OF BRECKENRIDGE STORAGE (OR APPROVED EQUAL)	N/A	N/A	GREEN	N/A	REPURPOSE ON-SITE AMENITIES FIRST. ITEMS ARE ALREADY ACQUIRED BY THE TOWN OF BRECKENRIDGE AND SHOULD BE USED FIRST BEFORE ORDERING ADDITIONAL MATERIALS
S-02	BENCH	N/A	TOWN OF BRECKENRIDGE STORAGE	N/A	N/A	GREEN	N/A	REPURPOSE ON-SITE AMENITIES FIRST. ITEMS ARE ALREADY ACQUIRED BY THE TOWN OF BRECKENRIDGE AND SHOULD BE USED FIRST BEFORE ORDERING ADDITIONAL MATERIALS
S-03	SHADE STRUCTURE	WESTERN SKYLINE	POLIGON	616.888.3500	WSL 14X14	SLATE GRAY ROOF AND BUMPER BLACK FRAME	14' X 14' X 15'-4"	INSTALL PER MANUFACTURER'S SPECIFICATIONS. REFER TO PLANS FOR LOCATION. STRUCTURAL FOUNDATIONS TO BE SET SO THEY ARE NOT VISIBLE ABOVE ADJACENT PAVING SURFACE, REFER TO DETAIL 1/LS-504.
S-04	PET WASTE STATION	ALUMINUM HEADER PAK DOGIPOT SET STATION	DOGI POT	800.364.7681	1003HP-L	GREEN AND STAINLESS STEEL	15" X 13" X 73"H	INSTALL PER MANUFACTURER'S SPECIFICATIONS. REFER TO PLANS FOR LOCATIONS AND QUANTITY.
S-05	TRASH RECEPTICLE	TRASH ENCLOSURE	BEAR SAVER	800.851.3887	HA-P	BLACK	24" X 24" X 46"H (40 GAL)	SURFACE MOUNT. INSTALL PER MANUFACTURER'S SPECIFICATIONS. REFER TO PLANS FOR LOCATIONS AND QUANTITY.
S-06	DOG WATER FOUNTAIN	DOG WATERING STATION	DOG ON IT	877.348.3647	7213	TEXTURED FAIRWAY GREEN	22.5" X 13" X 32"H	TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS.
S-07	SHADE CANOPY	10'X15' CANOPY	WEATHERPORT SHELTER SYSTEMS	970.399.5909	WP-1015-CANOPY-AL	VINYL COVER WITH ALUMINIUM FRAME	10' X 15' X 9'-6"H	BRECKENRIDGE PUBLIC WORKS TO PURCHASE AND INSTALL.

CODE	DESCRIPTION	DETAIL
N-01	TREE PLANTING, TYP.	1/LP-501
N-02	SHRUB PLANTING, TYP.	2/LP-501
N-03	TREE TO REMAIN, PROTECTION, TYP.	3/LP-501
N-04	ORNAMENTAL GRASS & PERENNIAL PLANT LAYOUT	4/LP-501
N-05	SPADE CUT EDGE	5/LP-501
N-06	BENDA BOARD EDGER	6/LP-501
N-07	LANDSCAPE BOULDER	7/LP-501
N-08	4' WOOD FENCE	1/LP-502
N-09	5' WOOD FENCE	1/LP-502
N-10	4' METAL GATE, RELOCATED	2/LP-502
N-11	5' METAL GATE	2/LP-502
N-12	5' WOOD MAINTENANCE GATE	3/LP-502
N-13	REMOVABLE FENCE ACCESS PANEL	5/LP-502
N-14	STONE EDGE	4/LP-502
N-15	CRUSHER FINES	3/LP-503
N-16	FLAGSTONE PAVERS	6/LP-502
N-17	PLAZA PAVERS	1&2/LP-503
N-18	DRAINAGE SWALE	SEE CIVIL
N-19	CONCRETE FLATWORK	SEE CIVIL
N-20	RETAINING WALL	SEE CIVIL
N-21	TENNIS COURT FENCE, EXISTING	
N-22	TENNIS COURT GATE, RELOCATED	
N-23	SHADE CANOPY, RELOCATED	
N-24	PARK SIGNAGE, RELOCATED	
N-25	SQUARE PLANTER, BY TOWN	



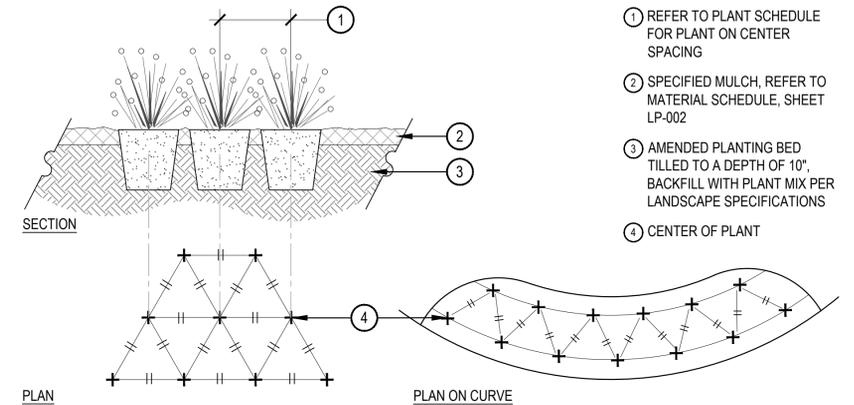
- 1 SET SHRUB ROOT-BALL 1" HIGHER THAN FINISH GRADE
- 2 FINISH GRADE (TOP OF MULCH)
- 3 SPECIFIED MULCH, REFER TO MATERIAL SCHEDULE SHEET LP-002
- 4 TILL IN SPECIFIED SOIL AMENDMENT TO A DEPTH OF 8" IN BED
- 5 BACKFILLED AMENDED SOIL
- 6 UNDISTURBED SOIL



- NOTE:
1. BROKEN OR CRUMBLING ROOT-BALLS WILL BE REJECTED.
  2. CARE SHOULD BE TAKEN NOT TO DAMAGE THE SHRUB OR ROOT-BALL WHEN REMOVING IT FROM ITS CONTAINER.
  3. ALL JUNIPERS SHOULD BE PLANTED SO THE TOP OF THE ROOT-BALL OCCURS ABOVE THE FINISH GRADE OF THE MULCH LAYER.
  4. DIG PLANT PIT TWICE AS WIDE AND AS HIGH AS THE CONTAINER.
  5. PRUNE ALL DEAD OR DAMAGED WOOD PRIOR TO PLANTING, DO NOT PRUNE MORE THAN 20% OF LIMBS.
  6. PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED OR DISTURBED BY CONSTRUCTION ACTIVITY SHALL BE THOROUGHLY LOOSENED TO A DEPTH OF 8" - 12" AND AMENDED PER SPECIFICATIONS.

## 2 SHRUB PLANTING

SCALE: 1 1/2" = 1'-0"

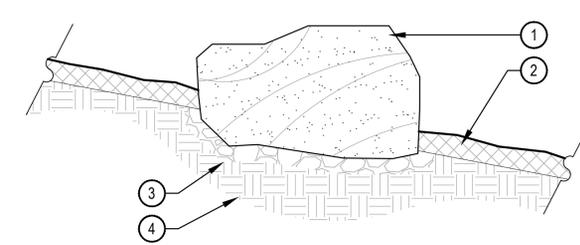


- 1 REFER TO PLANT SCHEDULE FOR PLANT ON CENTER SPACING
- 2 SPECIFIED MULCH, REFER TO MATERIAL SCHEDULE, SHEET LP-002
- 3 AMENDED PLANTING BED TILLED TO A DEPTH OF 10", BACKFILL WITH PLANT MIX PER LANDSCAPE SPECIFICATIONS
- 4 CENTER OF PLANT

- NOTES:
1. WHEN PLANTED ON A CURVE, ORIENT ROWS TO FOLLOW THE LONG AXIS OF AREAS WHERE PLANTS ARE MASSES.
  2. PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED OR DISTURBED BY CONSTRUCTION ACTIVITY SHALL BE THOROUGHLY LOOSENED TO A DEPTH OF 8" - 12" AND AMENDED PER SPECIFICATIONS.

## 4 ORNAMENTAL GRASS AND PERENNIAL PLANT LAYOUT

SCALE: 1" = 1'-0"



- 1 BOULDER, NATURALLY SET BOULDER SO THAT A MINIMUM 1/4 OF BOULDER IS BELOW FINISH GRADE, REFER TO MATERIAL SCHEDULE, SHEET LP-002
- 2 ADJACENT LANDSCAPE, SPECIFIED MULCH, CRUSHER FINES OR COBBLE, REFER TO PLAN
- 3 3" MINIMUM ROAD BASE COMPACTED TO 95% OF STANDARD PROCTOR DENSITY
- 4 UNDISTURBED GRADE

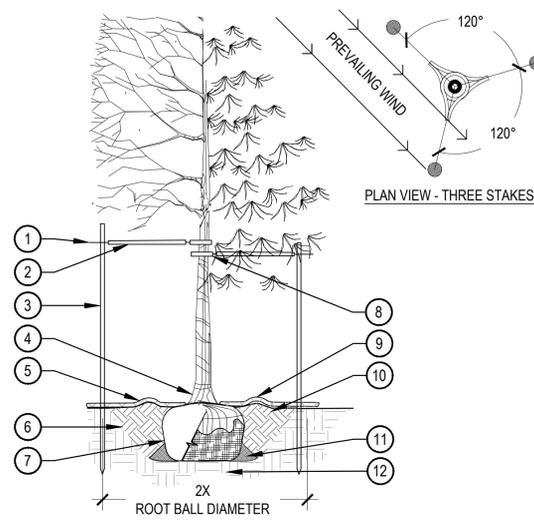
BOULDER SIZES		
QTY.	ITEM	SIZE
37	B' SIZED BOULDER	30 - 48" DIAMETER X 18" MINIMUM DEPTH
3	C' SIZED BOULDER	48 - 60" DIAMETER X 24" MINIMUM DEPTH

- NOTES:
1. THESE ARE FREE STANDING BOULDERS ONLY AND DOES NOT INCLUDE BOULDER RETAINING WALLS. THE OWNER'S REPRESENTATIVE OR LANDSCAPE ARCHITECT SHALL APPROVE LOCATIONS AND SIZES OF ALL BOULDERS PRIOR TO PLACING.
  2. CONTRACTOR SHALL SUBMIT SAMPLE OR PHOTOS FOR APPROVAL.

## 7 LANDSCAPE BOULDER

SCALE: 3/4" = 1'-0"

- 1 GALVANIZED WIRE
- 2 PLACE MINIMUM 1/2" PVC PIPE AROUND EACH WIRE, EXPOSED WIRE SHALL BE MAXIMUM 2" EACH SIDE
- 3 INSTALL STAKING PER SPECIFICATIONS
- 4 PLANT TREE SO THAT FIRST ORDER MAJOR ROOT IS 1"-2" ABOVE FINAL GRADE
- 5 2'-0" RADIUS MULCH RING, CENTERED ON TRUNK, 3" DEPTH, ON TOP OF WEED FABRIC, DO NOT PLACE MULCH IN CONTACT WITH TREE TRUNK, FINISHED GRADE REFERENCES TOP OF MULCH
- 6 1:1 SLOPE ON SIDES OF PLANTING HOLE
- 7 REMOVE ALL TWINE, ROPE, BURLAP AND WIRE FROM THE ENTIRE ROOTBALL AND TRUNK
- 8 GROMMETED NYLON STRAPS
- 9 4-6" HIGH WATER SAUCER IN NON-TURF AREAS
- 10 BACKFILL AROUND ROOTBALL WITH PLANT MIX, PLANT MIX SHALL CONSIST OF EQUAL PARTS TOPSOIL, COMPOST, EXCAVATED SOIL, PLUS MYCORRHIZAL INOCULANT PER SPECIFICATIONS
- 11 PLACE SOIL AROUND ROOT BALL FIRMLY, DO NOT COMPACT OR TAMP, SETTLE SOIL WITH WATER TO FILL ALL AIR POCKETS
- 12 PLACE ROOT BALL ON UNDISTURBED SOIL TO PREVENT SETTLEMENT



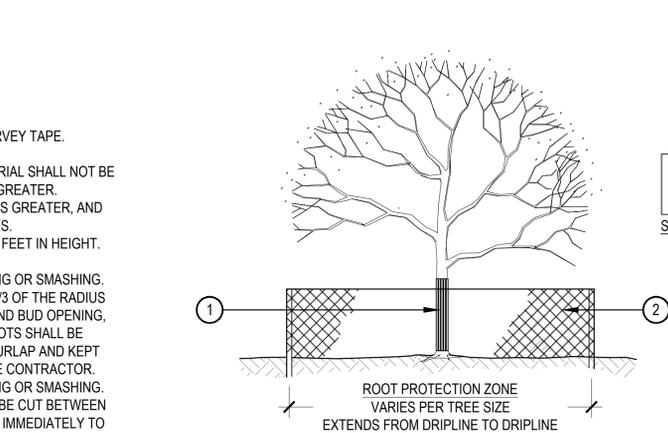
- NOTES:
1. PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED OR DISTURBED BY CONSTRUCTION ACTIVITY SHALL BE THOROUGHLY LOOSENED TO A DEPTH OF 8" - 12" AND AMENDED PER SPECIFICATIONS.

- PRUNING NOTES:
1. ALL PRUNING SHALL COMPLY WITH ANSI A300 STANDARDS.
  2. DO NOT HEAVILY PRUNE TREE AT PLANTING. PRUNE ONLY CROSSOVER LIMBS, CO-DOMINANT LEADERS AND BROKEN BRANCHES. SOME INTERIOR TWIGS AND LATERAL BRANCHES MAY BE PRUNED. HOWEVER, DO NOT REMOVE THE TERMINAL BUDS OF BRANCHES THAT EXTEND TO THE EDGE OF THE CROWN.

- STAKING NOTES:
1. STAKE TREES PER DIAGRAM. AFTER A MINIMUM OF (3) THREE YEARS CONFIRM TREE IS ESTABLISHED. CHECK FOR ROOTBALL STABILITY. APPLY HAND PRESSURE TO TRUNK OF TREE, WHEN ROOTBALL DOES NOT MOVE, REMOVE STAKING.
    - a. 2" CALIPER SIZE AND UNDER DECIDUOUS AND ASPEN TREES - MINIMUM 2 STAKES - ONE ON N.W. SIDE, ONE ON S.W. SIDE (OR PREVAILING WIND SIDE AND 180° FROM THAT SIDE).
    - b. EVERGREEN TREES - 3 STAKES PER DIAGRAM.
    - c. 3" CALIPER SIZE AND LARGER - 3 STAKES PER DIAGRAM.
  2. WIRE OR CABLE SHALL BE MINIMUM 12 GAUGE, TIGHTEN WIRE OR CABLE ONLY ENOUGH TO KEEP FROM SLIPPING. ALLOW FOR SOME TRUNK MOVEMENT. NYLON STRAPS SHALL BE LONG ENOUGH TO ACCOMMODATE 1-1/2" OF GROWTH AND BUFFER ALL BRANCHES FROM WIRE.
  3. ADJUST STAKING, STRAPS AND GUY WIRES ANNUALLY.
  4. TREATED WOOD POST PREFERRED. METAL T STAKES WITH PLASTIC SAFETY CAPS ACCEPTABLE WITH APPROVAL FROM OWNER.

## 1 TREE PLANTING

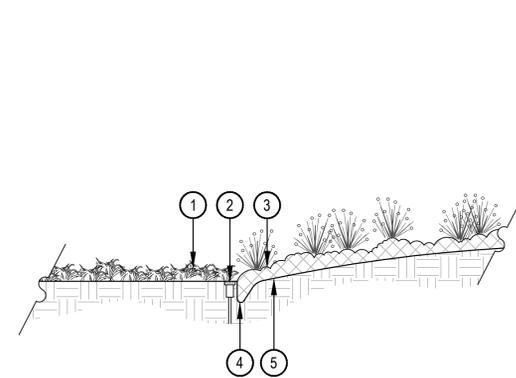
SCALE: 3/16" = 1'-0"



- NOTES:
1. TREES TO BE PROTECTED AND PRESERVED SHALL BE IDENTIFIED ON THE TRUNK WITH WHITE SURVEY TAPE. GROUPING OF MORE THAN ONE TREE MAY OCCUR.
  2. TO PREVENT ROOT SMOTHERING, SOIL STOCKPILES, SUPPLIES, EQUIPMENT OR ANY OTHER MATERIAL SHALL NOT BE PLACED OR STORED WITHIN THE DRIP LINE OR WITHIN 15 FEET OF A TREE TRUNK, WHICHEVER IS GREATER.
  3. FENCING MATERIAL SHALL BE SET AT THE DRIP LINE OR 15 FEET FROM TREE TRUNK, WHICHEVER IS GREATER, AND MAINTAINED IN AN UPRIGHT POSITION THROUGHOUT THE DURATION OF CONSTRUCTION ACTIVITIES.
  4. FENCING MATERIAL SHALL BE BRIGHT, CONTRASTING COLOR, DURABLE, AND A MINIMUM OF FOUR FEET IN HEIGHT.
  5. TREE ROOTS SHALL NOT BE CUT UNLESS CUTTING IS UNAVOIDABLE.
  6. WHEN ROOT CUTTING IS UNAVOIDABLE, A CLEAN SHARP CUT SHALL BE MADE TO AVOID SHREDDING OR SMASHING. ROOT CUTS SHOULD BE MADE BACK TO A LATERAL ROOT. ROOTS SHALL BE CUT NO MORE THAN 1/3 OF THE RADIUS FROM DRIPLINE TO TRUNK. WHENEVER POSSIBLE, ROOTS SHOULD BE CUT BETWEEN LATE FALL AND BUD OPENING, DURING DORMANCY PERIOD. ROOT STIMULATOR SHALL BE APPLIED TO CUT ROOTS. EXPOSED ROOTS SHALL BE COVERED IMMEDIATELY TO PREVENT DEHYDRATION. ROOTS SHALL BE COVERED WITH SOIL OR BURLAP AND KEPT MOIST. WATERING OF PROTECTED TREES IN WHICH ROOTS WERE CUT SHALL BE PROVIDED BY THE CONTRACTOR.
  7. WHEN ROOT CUTTING IS UNAVOIDABLE, A CLEAN SHARP CUT SHALL BE MADE TO AVOID SHREDDING OR SMASHING. ROOT CUTS SHOULD BE MADE BACK TO A LATERAL ROOT. WHENEVER POSSIBLE, ROOTS SHOULD BE CUT BETWEEN LATE FALL AND BUD OPENING, DURING DORMANCY PERIOD. EXPOSED ROOTS SHALL BE COVERED IMMEDIATELY TO PREVENT DEHYDRATION. ROOTS SHALL BE COVERED WITH SOIL OR BURLAP AND KEPT MOIST. WATERING OF PROTECTED TREES IN WHICH ROOTS WERE CUT SHALL BE PROVIDED BY THE CONTRACTOR.
  8. ANY GRADE CHANGES (SUCH AS THE REMOVAL OF TOPSOIL OR ADDITION OF FILL MATERIAL) WITHIN THE DRIP LINE SHOULD BE AVOIDED FOR EXISTING TREES TO REMAIN. RETAINING WALLS AND TREE WELLS ARE ACCEPTABLE ONLY WHEN CONSTRUCTED PRIOR TO GRADE CHANGE.

## 3 TREE PROTECTION

SCALE: 1/8" = 1'-0"



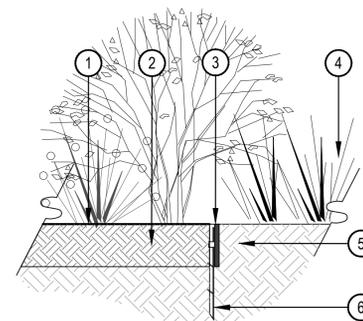
- 1 TURFGRASS OR DYLAND SEED
- 2 IRRIGATION HEADS SHOULD BE LOCATED ADJACENT TO MULCH BEDS, OFFSET HEAD INTO GRASS AREA TO ENSURE STABLE SUPPORT
- 3 PLANTING BED
- 4 VERTICAL SPADE CUT EDGE FILLED WITH SPECIFIED MULCH, TAPER EDGE OF BED SO MULCH IS DEEPER AGAINST SPADE EDGE
- 5 SPECIFIED DEPTH OF MULCH, TYPICALLY WOOD MULCH 3"-4" DEEP

## 5 SPADE CUT EDGE

SCALE: 1/2" = 1'-0"

## 6 BENDA BOARD EDGER

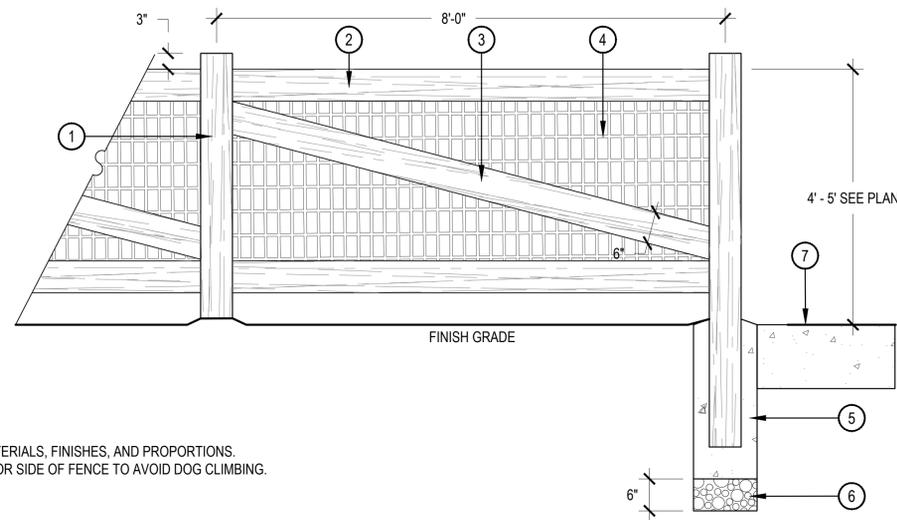
SCALE: 1" = 1'-0"



- 1 FINISH GRADE
- 2 ADJACENT LANDSCAPE, SEE LANDSCAPE PLANS FOR TYPE
- 3 BENDA BOARD EDGER, REFER TO MATERIAL SCHEDULE LP-002
- 4 NATIVE SEED OR ADJACENT LANDSCAPE, REFER TO LANDSCAPE PLANS
- 5 SUBGRADE
- 6 EDGER STAKE, INSTALL PER MANUFACTURER SPECIFICATIONS

## 7 LANDSCAPE BOULDER

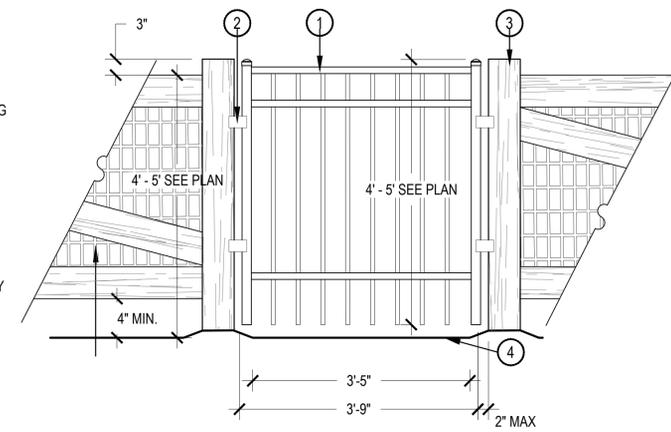
SCALE: 3/4" = 1'-0"



NOTES:  
1. INTENTION OF DRAWING IS TO CONVEY MATERIALS, FINISHES, AND PROPORTIONS.  
2. CROSS BEAM TO BE INSTALLED ON EXTERIOR SIDE OF FENCE TO AVOID DOG CLIMBING.

**1 WOOD FENCE**

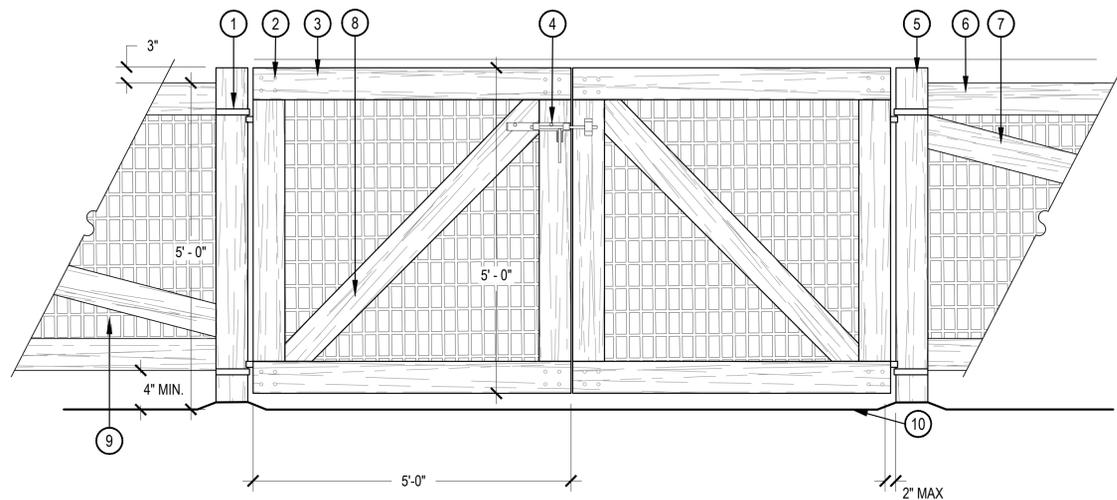
SCALE: 3/4" = 1'-0"



NOTES:  
1. INTENTION OF DRAWING IS TO CONVEY MATERIALS, FINISHES, AND PROPORTIONS.  
2. 4" INNER GATES TO BE REPURPOSED FROM EXISTING, SPRING LOADED AND NO LATCH.  
3. 5" OUTER GATES TO HAVE CATCH/LATCH MECHANISM AND NOT SPRING-LOADED.

**2 METAL GATE**

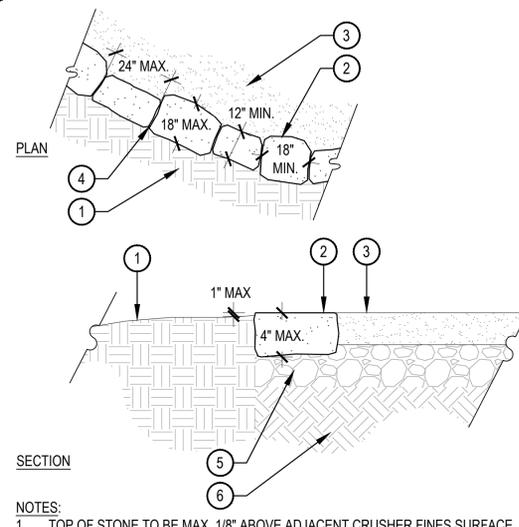
SCALE: 3/4" = 1'-0"



NOTES:  
1. INTENTION OF DRAWING IS TO CONVEY MATERIALS, FINISHES, AND PROPORTIONS.  
2. CROSS BEAM TO BE INSTALLED ON EXTERIOR SIDE OF FENCE TO AVOID DOG CLIMBING.

**3 5' WOOD MAINTENANCE GATE**

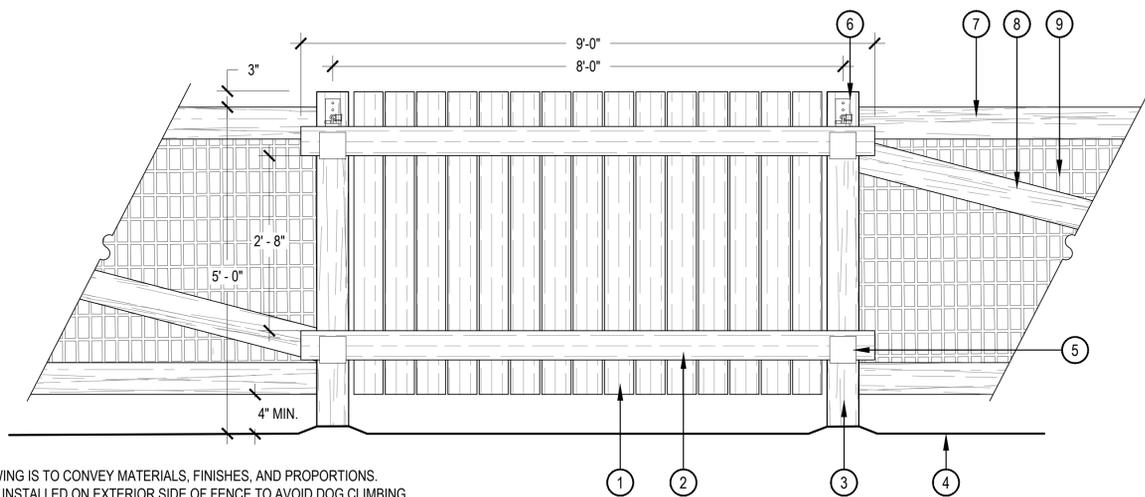
SCALE: 3/4" = 1'-0"



NOTES:  
1. TOP OF STONE TO BE MAX. 1/8" ABOVE ADJACENT CRUSHER FINES SURFACE.

**4 STONE EDGE**

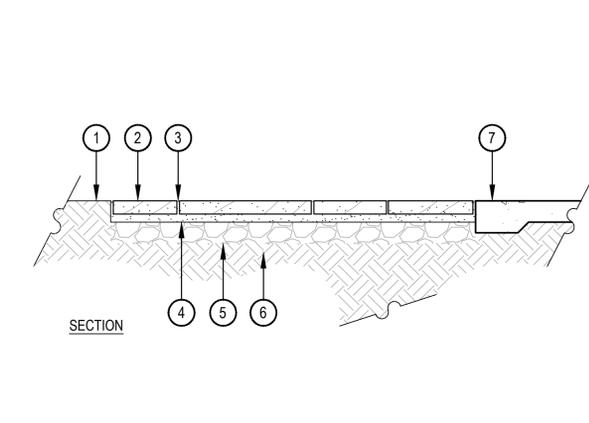
SCALE: 1 1/2" = 1'-0"



NOTES:  
1. INTENTION OF DRAWING IS TO CONVEY MATERIALS, FINISHES, AND PROPORTIONS.  
2. CROSS BEAM TO BE INSTALLED ON EXTERIOR SIDE OF FENCE TO AVOID DOG CLIMBING.

**5 REMOVABLE FENCE ACCESS PANEL**

SCALE: 3/4" = 1'-0"



NOTES:  
1. CONTRACTOR SHALL COORDINATE SCORING PATTERN OF THE ADJACENT CONCRETE WORK WITH THE SETTING OF THE STONES.  
2. TAMP STONES WITH VIBRATOR TO LOCK STONES INTO PLACE.  
3. FINISH GRADE OF STONES MUST BE FLUSH WITH ADJACENT FLATWORK.

**6 FLAGSTONE PAVERS**

SCALE: 3/4" = 1'-0"

CARTER PARK  
300 S. HIGH STREET  
BRECKENRIDGE, CO

OWNER:  
TOWN OF BRECKENRIDGE  
150 SKI HILL ROAD  
BRECKENRIDGE, CO  
970-453-3373

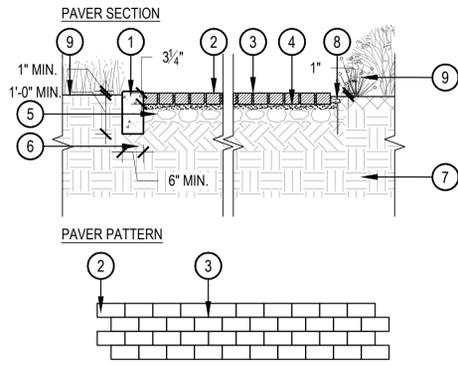
NOT FOR  
CONSTRUCTION

DATE:  
04/10/24: FOR BID

SHEET TITLE:  
LANDSCAPE  
DETAILS

LP-502



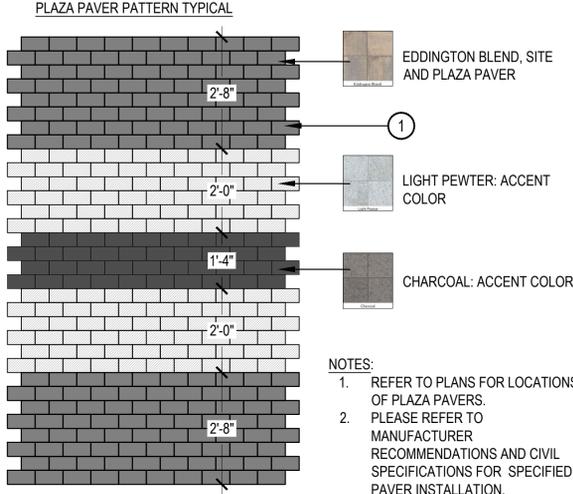


- ① CONCRETE CURB, REFER TO PLANS
- ② SITE AND PLAZA PAVER IN RUNNER BOND, REFER TO MATERIAL SCHEDULE, SHEET LP-002. SEE DETAIL 2, SHEET LP-503 FOR PLAZA PAVER PATTERN LAYOUT
- ③ SAND SWEEP JOINTS, REFER TO MATERIALS SCHEDULE, SHEET LP-002 FOR PAVER JOINTING COMPOUND
- ④ MINIMUM 1.5" ASTM C 33 GRADE WASHED SAND SETTING LAYER
- ⑤ CDOT 6 ROAD BASE, COMPACTED TO 95% STANDARD PROCTOR DENSITY, 4" DEPTH MINIMUM PER MANUFACTURER RECOMMENDATION, REFER TO GEOTECH FOR FINAL SPECIFICATION
- ⑥ SUBGRADE COMPACTED TO 95% STANDARD PROCTOR DENSITY
- ⑦ UNDISTURBED SUBGRADE
- ⑧ PAVER EDGER, REFER TO MATERIAL SCHEDULE, SHEET LP-002, FOR TYPE.
- ⑨ ADJACENT LANDSCAPE, REFER TO PLANS

- NOTES:
- 1. REFER TO PLANS FOR LOCATIONS OF PAVERS.
  - 2. PLEASE REFER TO MANUFACTURER RECOMMENDATIONS AND CIVIL SPECIFICATIONS FOR SPECIFIED PAVER INSTALLATION.
  - 3. CURB OR PAVER EDGER NOT REQUIRED WHEN PAVERS ARE ADJACENT TO CONCRETE PAVING, WALLS OR BUILDING.

**1 PLAZA PAVERS**

SCALE: 1/2" = 1'-0"

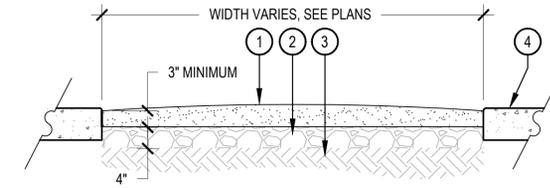


- ① REFER TO SITE PAVERS DETAIL 1, SHEET LP-503 FOR PAVER PROFILE INFORMATION
- ② REFER TO MATERIAL SCHEDULE, SHEET LP-002, FOR FINISH INFORMATION

- NOTES:
- 1. REFER TO PLANS FOR LOCATIONS OF PLAZA PAVERS.
  - 2. PLEASE REFER TO MANUFACTURER RECOMMENDATIONS AND CIVIL SPECIFICATIONS FOR SPECIFIED PAVER INSTALLATION.

**2 PLAZA PAVER LAYOUT**

SCALE: 1/2" = 1'-0"



- NOTES:
- 1. COMPACT CRUSHER FINES WET, COMPACT TO 95% STANDARD PROCTOR DENSITY.
  - 2. USE A SMALL 4' RIDING ROLLER TO COMPACT CRUSHER FINES.
  - 3. CROWN OF 2% IN FLAT AREAS AS SHOWN.
  - 4. CROSS SLOPE AREA AT 1-2% WITH GRADE WHERE TOPOGRAPHY DICTATES.
  - 5. APPLY STABILIZER/TACKIFIER TO CRUSHER FINES SURFACE, SEE MATERIAL SCHEDULE FOR SPECIFIED STABILIZER.

**3 CRUSHER FINES**

SCALE: 3/4" = 1'-0"

- ① COMPACTED, STABILIZED CRUSHER FINES, REFER TO MATERIAL SCHEDULE LP-002
- ② 4" DEPTH COMPACTED AGGREGATE BASE
- ③ SUBGRADE COMPACTED TO 95% STANDARD PROCTOR DENSITY
- ④ CONCRETE FLATWORK, REFER TO LANDSCAPE PLANS.

**CARTER PARK**  
 300 S. HIGH STREET  
 BRECKENRIDGE, CO

OWNER:  
 TOWN OF BRECKENRIDGE  
 150 SKI HILL ROAD  
 BRECKENRIDGE, CO  
 970-453-3373

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DATE:  
 04/10/24: FOR BID

SHEET TITLE:  
 LANDSCAPE  
 DETAILS

LP-503

