

Empire Planning Commission Regular Meeting Agenda

September 27, 2023 ~ 6:30 pm

Remote Meeting using the Zoom Platform. Meeting ID: 884 2424 4377 Passcode: 551163

<https://us02web.zoom.us/j/88424244377?pwd=TG00NWl1cmtqVzgya2svSFkwR2hxdz09>

If you would like to address The Planning Commission at this meeting, please place your name on the sign-up sheet or indicate that through the chat function on the online Meeting Platform. You will be recognized to speak during the "Public Comment" portion of the agenda. Discussion is limited to 5 minutes and please state your name and address your comments to the Planning Commission. Thank you for your cooperation. Also, please silence your phones and do not use them during the meeting out of consideration for your Planning Commission Members and Staff who are presenting information during the meeting.

1. Call to Order -

2. Roll Call – The Empire Planning Commission requires a simple majority of three members present at the meeting for a quorum.

3. Approval of Agenda -

4. Approval of the Minutes - August 30, 2023 Planning Commission Minutes & Attachments.

5. Mayor's and Commission Member's Reports -

- a. Questions from previous meetings answered.
- b. Future PC Member training discussion.

6. Harmony Domes -

- a. Update on development permit checklist with plans.
- b. Review development permit checklist and plans.
- c. Discuss when the Developer can start excavating.
- d. Announce an Open House to Harmony Domes.

7. Continue Discussion on East Sunny Avenue, Block 44 Site Plan Application -

8. Report on retraction email regarding the Sunshine Law -

9. Public Comment: Public comment is limited to 5 minutes per person. The Planning Commission does not respond to questions during this time. For operational questions, please email the clerk.

10. The Next Regular Meeting of the Empire Planning Commission is October 25, 2023, at 6:30 pm. In-person with remote access. The combined November/December Meeting is on Wednesday, December 6, 2023.

11. Adjourn Meeting -


(Planning Commission Chair Sally Rush)


(Town Clerk Jeannette Piel)

Town of Empire
30 East Park Avenue/P.O. Box 100 Empire, Co 80438
303.569.2978 - 303.569.2282 fax

Empire Planning Commission Regular Meeting Minutes
September 27, 2023 ~ 6:30 pm

In Person and Remote Meeting using the Zoom platform.

1. Call to Order -

Chairperson Sally Rush called the meeting to order at 6:32 PM. The meeting was held in person and remotely through Zoom.

2. Roll Call – The Empire Planning Commission requires a simple majority of three members present at the meeting for a quorum.

Present: Chairperson Sally Rush, Mayor Wendy Koch, Eileen Wheelock, and Lon Fulton. Denise Tennant attended via Zoom. Also in attendance were Officer Andre Johnson and Clerk Jeannette Piel.

A quorum was present.

3. Approval of Agenda -

MAYOR KOCH MOTIONED TO APPROVE THE AGENDA FOR SEPTEMBER 27, 2023, FULTON SECONDED THE MOTION, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

Agenda was approved.

4. Approval of the Minutes - August 30, 2023 Planning Commission Minutes & Attachments. FULTON MOTIONED TO APPROVE THE MEETING MINUTES FOR AUGUST 30, 2023, MAYOR KOCH SECONDED THE MOTION, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

The August 30, 2023 PC Meeting Minutes, including Attachments, were approved.

5. Mayor's and Commission Member's Reports -

a. Questions from previous meetings answered.

The following questions were asked during public comment at the August 30th regular Planning Commission Meeting. The questions related to the current subdivision application have been tabled until the developer submits the preliminary plat and plan, however the Chair or Staff has attempted to answer all other questions:

Robin Raulf-Sager and Allen Fistell both commented on the fact that the minutes were not given to the PC members ahead of time. This was because they were very detailed, and we wanted to make sure they were accurate. Many people went over the content, even listening to the

meeting. This was an unusual circumstance with an extensive level of detail that has not happened before and therefore, it was important to take adequate time to ensure the accuracy of the minutes. If the Planning Commission has not received the minutes ahead of time, we are required to take time during the meeting for the members to read the minutes. When we approve minutes, we are saying we have read every word and agree it reflects the spirit of what was said, and the actions taken in the meeting.

Robin's suggestion regarding the training being held, I was unable to participate in any other regular meetings because of my work schedule, so it was necessary to hold the training during the meeting. This also was a benefit to the public to understand the process that we are all working under, so it was an advantage to the members and to the public. In the future, we may have training in the meetings again and we may have them separate from the meetings.

Chad Craven asked about the speeding problem on North Main. The Empire police department has resurrected the traffic safety task force to discuss the speeding issue on North Main and this suggestion has already been forwarded. The Clerk emailed you for additional information as well.

Bernie Hubner, your questions referred to the subdivision and they will be included when the developer submits the preliminary plan. The same goes for Peggy Hubner, Rick Koetz, Lyndy Modesitt, Larry Modesitt, Allen Fistell, Linda Robertson, and Buzz Chandler.

Thank you, Peggy, for recognizing the work that Bob and the staff have done for the website.

With regards to Allen Fistell's comment that he felt interrupted during the Appreciation of Empire Exercise, the intent of the exercise was positive comments to reflect what is important to us about our Town. When we have a separate agenda item with a specific subject, we must remember to limit our comments to that subject and follow the guidelines presented. Any other concerns would be better placed during Public Comment at the end of every meeting where there are no restrictions on subject matter.

I'm also going to address a procedural issue. When submitting written comments that are signed by "The concerned citizens of Empire", all the concerned citizens need to be listed on the written document.

b. Future PC Member training discussion.

Because the combined November/December meeting will occur on December 6, we have a chance to hold a training workshop for Planning Commission members on Wednesday, November 15th. Who would be available and interested in further training workshops on the topics we've identified as most important?

6. Harmony Domes -

a. Update on development permit checklist with plans.

I met with Vas, the developer for Harmony Domes, to go over the plans and the checklist. We only had 2 outstanding issues at this time: water lines and approval of the grading and drainage plan.

b. Review development permit checklist and plans.

i. Water lines.

The first item for review is the plan for water lines. Per Ireland Dean Designs, LLC provided measurements to the town, these numbers have been forwarded to Ramey Environmental Compliance, Inc to evaluate and provide the number of taps required.

Further discussion included number and placement of fire hydrants, and the Fire Authority Chief requested a further plan review including heating fuel source, electrical plans and treatment of the covering of the yurts. The town provided the plans and will continue to communicate with all parties.

ii. Grading and drainage: storm drainage.

This plan has been submitted to JVA Engineering to evaluate. Planning Commission members discussed other areas of concern for CDOT and the town's engineer to consider, including storm drainage potentially crossing Highway 40 and an area by the storage shed.

iii. Fire hydrant plan for property. (Discussed with agenda item 6b.)

iv. Retaining walls.

The town found 2 retaining walls on the grading plan, and we request to see the specifications for those walls. The developer will forward this structural information to Chairperson Rush. The developer explained there will be a retaining wall around the ADA unit's parking space. Further discussion about streetlights, traffic patterns and road standards and signs will be reflected on the checklist.

v. Trash dumpsters.

Note and request, per Art. 5, Sec. 6.4.5's criteria for refuse and waste removal areas: the ordinance requires any trash dumpsters be buffered from view with use of materials that are harmonious to the building. The developer will create parking spaces and a trash dumpster where the current model home is. Discussion about areas for snow piles and resulting drainage will be reflected on the checklist.

vi. The town recommends providing proof of County Recorder's Certificate on the Land Survey Plat.

c. Discuss when the Developer can start excavating.

Clerk Piel explained this is a permit process. So first, in order to proceed with excavation, the developer must have all the information on this permit checklist, and the permit must be in place before any work may begin according to our ordinance.

Further discussion to be reflected on the development checklist before excavation included the sheep keep areas, parking inclines, guest services, emergency turnaround areas, height of domes and electrical codes.

The Chair will update the checklist within the next week.

d. Announce an Open House to Harmony Domes.

The town is invited to an Open House on Saturday, October 21st from 10 AM to NOON at Harmony Domes. This will be posted as a public meeting because members of the Board of Trustees and Planning Commission will be there; however, no town business will be conducted.

7. Continue Discussion on East Sunny Avenue, Block 44 Site Plan Application -

The Chair is starting a new checklist for this property, requesting the site plan be certified by an engineer or architect as required by the County. New house numbers have been assigned to the two lots: 161 E and 187 E Sunny Avenue. The property they will build on is the 187 E Sunny address, and water/tap fees have been requested for this address. This will be the only property listed on the checklist in the future.

8. Report on retraction email regarding the Sunshine Law -

Chairperson Rush presented information on recent communication via email between all planning commission members as a good example of how easy it is to cross the line. In the future, commission members should send concerns to the clerk, and either request clarification or request it be included in the next meeting as an agenda item.

Clerk Piel explained that our town attorney has advised that elected or appointed officials always avoid communicating outside of meetings with emails to all. Further discussion about policy versus process clarified that the only way to avoid future legal issues is just to avoid emailing each other between meetings and address all concerns to the clerk to vet communications and provide a single point of contact.

Lisa Kunze, Town Projects Assistant, reiterated previous training workshops where we discussed how everyone needs THE SAME INFORMATION presented in the SAME MANNER at the SAME TIME as a way to remember The Sunshine Law in all communications.

9. Public Comment: Public comment is limited to 5 minutes per person. The Planning Commission does not respond to questions during this time. For operational questions, please email the clerk.

No public comment.

10. The Next Regular Meeting of the Empire Planning Commission is October 25, 2023, at 6:30 pm. In-person with remote access. The combined November/December Meeting is on Wednesday, December 6, 2023.

Further training workshops TBD.

11. Adjourn Meeting -

WHELOCK MOTIONED TO ADJOURN THE MEETING, MAYOR KOCH SECONDED THE MOTION, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

The meeting was adjourned at 8:16 PM.



(Planning Commission Chair Sally Rush)



(Town Clerk Jeannette Piel)

Development Permit Checklist

- YES WITH COMMENT **Survey Markers** No survey as of Civil Constructural (7/25/21) Raptor Eng. A1.0 #3 show property line only. Survey was provided by Land Survey Plat sealed by Weston D. Spears on 9/6/2023. Appx 20 flags. Recommended Developer or Town install permanent pins. Plat has not been recorded at the County to date.
- YES **Satisfaction of Lot Requirements** Civil Construction Site Plan #3 shows 1 lot that meets requirements. Site Data Block added to Site Plan #3. 2 Deeds received.
- YES **Local Utilities** Electrical Service on approved plans E0.0 (6/12/23) with (2) transformers : a) 4 domes & house and b) 6 domes. Underground service. Meets 2020 NEC. No gas or cable. Street lighting - solar.
- YES **Sewer Lines** Utility Plan 5 - submitted to Town 9/6/2023 shows sewer lines & flow directions. Revision date 6/12/23.
- INCOMPLETE **Water Lines and Mains** Utility Plan 5- submitted to Town 9/6/2023 shows water lines with one water meter at southwest location of boundary. Capacity not determined at this time. Capacity is needed to determine how many Water & Sewer Taps will be required. Water to house is updated on Utility Plan 5. Also shown on originally approved Site Plan A1.0 on 6/14/23.
- RECOMMENDATION **Fire Hydrants** Utility Plan 5 - submitted 9/6/23. Shows distance of 181.1' to nearest existing hydrant south west of property. Recommend CCC Fire Authority approval.
- YES WITH COMMENT **Storm Drainage** Grading Plan 4 submitted to Empire 9/6/23. Shows flow of drainage mostly east and west on driveways, with parking lot flow towards highway. Runoff control should be adequate. Town may seek an independent engineering opinion for drainage (Included in an impact fee)
- YES ****Streets and Traffic Patterns** Site Plan 3, Grading Plan 4 show driveways and emergency access road. Site Plan 3 indicates Driveway from highway (Avery) will meet Town Road Design Manual Standards. On site roadways will meet driveway standards.
- YES **Street Signs** Signs on private property will be agreed upon by the Town. There will be one sign on Highway 40 in the location of the existing sign as shown on Existing Conditions 2 submitted 9/6/23. This sign will meet Ordinance 170, Article XII. Signs approval process
- YES **Street Lights** TBD - will meet dark sky specifications and most likely powered by solar
- YES **Curbs and Gutters** Grading Plan 4 shows drainage patterns. No curbs or gutters will be present. Driveways and parking lot will be graded to accomodate runoff per Cross Section 6.

****Entry to Hwy 40 on Site Plan 3, Grading Plan 4, & Utility Plan 5. Cross section on Cross Section 6**

Proposed Zoning Classification

Residential/Commercial (RC Zone)

NOTES: A full set of Civil Engineering Plans were submitted to Empire on 9/6/2023 which included: Cover Sheet 1, Existing Conditions 2, Site Plan 3, Grading Plan 4, Utility Plan 5, and Cross Section 6. In addition a Land Survey Plat was submitted from Weston D. Spears sealed on 9/6/2023. The Land Survey Plat has NOT been recorded at the County.

All Civil Engineering Plans submitted to Empire on 9/6/2023 have a revision date of 6/12/2023. Please confirm that 6/12/23 is the last revision date for all plans

Reviewed on 9/6/2023. Vasyl Kostiuik, Owner and Sally Rush, Planning Commission Chair



September 18, 2023

Ms. Sally Rush, Chair
Empire Planning Commission

RE: Site Development Plan
Harmony Domes
433 Park Avenue
Empire, Colorado

Ms. Rush:

Ireland Dean Designs, LLC. appreciates the opportunity to provide you with this response letter to your staff comments.

- I. A Certified Grading and Drainage Plan – Including items 8 and 12. Also include buildings placement on plan.
Grading Plan Provided on sheet 4 of Civil CD's.
- II. A site plan that contains all the other items listed below. This can be an update of Site Plan A1.0. This document is only for Empire's use and not required to be submitted to the County. Item 1,2,4,5,6,7,9,10,11.
Site Plan Provided on sheet 3 of Civil CD's.
- III. Item 3. – Electrical Service is complete on Plan E0.0. No additional requirements.
Understood. No further action taken.
- IV. Also include on the new Site Plan
 - a) Avery Street to property – to be built to Empire Road Standards for defined type of road for Avery and indicate road dedication to Town.
Avery Street built out per Private Drive standards. Drive is already in Town ROW so no dedication is required.
 - b) Shared Entry Way (with Empire) indicate to be dedicated to Town and to be coordinated with Town regarding development.
This has been noted.
 - c) Parking Spaces shall meet Empire Road Manual specifications for parking lots.
Parking spaces meet town specifications for parking lots.

DEVELOPMENT PERMIT CHECKLIST

IRELAND DEAN DESIGNS
ARCHITECTURE – PLANNING
6912 WELFORD PL, CASTLE ROCK, CO 80108
DIRECT: 720-878-6534

1. Survey Markers: The Civil Construction A1.0 by Raptor Engineering indicates as item #3 the property line only. There are no survey markers on this plan. Is there a survey or title report designating the markers used for this survey? Is there a deed that indicates boundaries for this property? Please submit proof of survey markers and indicate on new site plan. If no survey has been done, this will be required of the Development Permit.
Survey to be provided.
2. Satisfaction of Lot Requirements: The Civil Site Plan #3 (Raptor Engineering submitted 7/25/21) shows Site Data block (lower right corner). This is a satisfactory declaration of meeting Lot Requirements. Please include the site data block on the new plan as a requirement of the Development Permit.
Site Data block has been added to sheet 2 of 5, Site Development Plan set.
3. Local Utilities: The electrical service plan has been provided on Plan E0.0 indicating 2 transformers for service to a) 4 domes & 1 existing structure b) 6 domes. Also stated, construction will meet NE 2020.
This is incorrect understanding of the provided design. There will be (1) transformer, which is in place. The transformer is ground mounted. Then there will be (2) pedestals, near the transformer, to be provided by XCEL from which the electricity will run underground to the domes. The Existing house's service will remain as is.
4. Other utilities: Will there be gas lines be underground per the Master Plan recommendation?
The intent is that all utility lines will be underground. Currently there are not plans to provide natural gas to the domes and all heating will be by electric.
5. Sewer Lines: Need full sewer and water lines and mains plans with specifications, directions, and flows of service.
No Mains are proposed for this development. Service lines are shown on Utility Plan sheet 5. Arrows have been added to show sanitary flow direction.
6. Water Lines and Mains: " " Show size, capacity, and location of service. This calculation will determine how many taps will be required for the project. Include existing house. Currently on the Final Plat A1.0 item #4 show line from Hwy 40 to house that will be replaced. Show replacement.
Water service line and meter shown on Utility Plan sheet 5. See attached plumbing fixture count and tape sizing.
7. Fire Hydrants – Indicate on plan and all hydrants.
Fire Hydrant distance labeled on Utility Plan.
8. Storm Drainage – need complete (certified by engineer) grading and drainage plan.
Drainage arrows added to Grading Plan to show drainage patterns for property.
9. Streets and Traffic Patterns – access roads within private property to domes are designated as driveways. Show driveway cut-aways with reference to Empire Road Standards specifications on plan. Follow Town Road Design Manual for requirements on driveways and roads. Current plan (A1.0) defines drives as 14.0' gravel emergency access.
Driveway Access labeled on Site Plan and called out to meet Town Road Design Manual Standards
10. Street Signs – Indicate location, content, and size of signage on private property.
Existing pole mounted sign to be reused per Empires Developer Checklist comment.

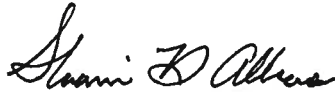
Harmony Domes
Vasyl Kostiuk
Page 3

11. Street Lights – Indicate location, specifications, electrical wiring on plan. Because this is private property, it is the responsibility of the owner to meet the dark sky guidelines.
No street lighting is proposed for the project. Stairs will have low voltage tread level lighting.
12. Curb and Gutters: Control of water from the site needs to be indicated on the Grading & Drainage Plan. Locations, specifications, capacity. Curbs are not being required for this development.
No Curb and Gutter proposed for this development.

Thank you for your review of our comments on your staff letter. If you have any comments or require additional information, please feel free to contact me.

Sincerely,

IRELAND DEAN DESIGNS. LLC



Shannin Albers, A.I.A.
Principal, Architect

HARMONY DOMES
DOMESTIC WATER SERVICE SIZING
2018 IPC

FIXTURE DESCRIPTION	FIXTURE COUNT	2018 IPC DOMESTIC WATER FIXTURE UNITS	2018 IPC SANITARY WASTE FIXTURE UNITS	TOTAL 2018 IPC DOMESTIC WATER FIXTURE UNITS	TOTAL 2018 IPC SANITARY WASTE FIXTURE UNITS
PRIVATE FLUSH TANK BATHROOM GROUP (PRIVATE, 3 OR MORE DWELLINGS, SHOWER)	20	3.6	5	72	100
KITCHEN SINK/DISPOSAL (PRIVATE, 3 OR MORE DWELLINGS)	10	1.4	2	14	20
HOSE BIBB (PRIVATE, INDIVIDUAL DWELLING, FIRST UNIT)	1	3	0	3	0
HOSE BIBB (PRIVATE, INDIVIDUAL DWELLING, EACH ADDITIONAL UNIT)	9	3	0	27	0
FLOOR DRAIN (2" TRAP)	10	0	2	0	20
TOTALS				116	140

TAP AND METER SIZING (NO PRV REQUIRED, NO BOOSTER PUMP REQUIRED)	
TOTAL DOMESTIC WATER FIXTURE UNITS =	116
EQUIVILANT MAXIMUM PROBABLE DEMAND =	47.1 GPM
REQUIRED METER SIZE (BASED ON AWWA 80% DESIGN CRITERIA) =	1.5 inch
SITE WATER PRESSURE (# PSI) (STATIC)	# PSI
LENGTH OF TAP FROM STREET MAIN TO METER	# FT
PRESSURE LOSS FROM TAP TO METER	#VALUE! PSI
METER PRESSURE LOSSES	5.00 PSI
BACKFLOW PREVENTION DEVICE PRESSURE LOSSES (RPBFP)	15.00 PSI
PRESSURE AVAILABLE FOR SERVICE TO BUILDING	#VALUE! PSI
PRESSURE REQUIRED AT MOST REMOTE FIXTURE	30.00 PSI
ELEVATION FROM BUILDING SERVICE TO HIGHEST FIXTURE	# FT
ELEVATION PRESSURE LOSS AT HIGHEST FIXTURE	#VALUE! PSI
PRESSURE AVAILABLE FOR SYSTEM PIPING LOSSES	#VALUE! PSI
TOTAL EQUIVILANT LENGTH OF SERVICE PIPING IN BUILDING	50.00 FEET
ALLOWABLE PRESSURE LOSS DESIGN BASIS	#VALUE! PSI/100FEET

Date of Approval: _____

Version# _____

Town of Empire

Ordinance 170 Site Checklist

Ordinance 170 Site Checklist for New construction and/or additions to existing Construction within the Town of Empire. Projects expanding the square footage of a structure require Planning Commission review. Projects **not** expanding the square footage only require the signature of the Zoning Officer and Planning Commission Chair.

This project does does not expand the square footage of the structure.

The following applies to **proposed structure additions or new construction** for projects which expand the footprint.

An applicant desires to perform new construction or an addition to the existing structure at 187 East Sunny Avenue, Empire Colorado which is located in a (R1), [R2], [R3], [RC], [MH] District in the Town of Empire.

The following conditions are required by the Ordinance 170, Town of Empire, for new construction or additions to Existing construction:

1. Does the new construction or addition submitted fall entirely on the parcel of property owned by the applicant?
Yes [] No []
2. Does the new construction or addition fall within the Town of Empire?
Yes [] No []
3. Is there a minimum parcel area of 4800 SF or greater as required by Article VII, Standard Table in Section 3, and Section 4.3.1?
Yes [] No []
4. Will there be a minimum dwelling area/space of 700 SF as required by Article VII, Standard Table in Section 3, and Section 4.3.2?
Yes [] No []

Date of Approval: _____

Version# _____

5. Will the building structure have a minimum set back of 10 ft from any street adjacent to the parcel as required by Article VII, Section 2.5 and the Standard Table in Section 3, and Section 4.4.1?

Yes [] No []

6. Will the building structure have a minimum offset of 5 ft from any adjacent property owner's lot lines as required by Article VII, Section 2.5 and the Standard Table in Section 3, and Section 4.4.2?

Yes [] No []

7. Will there be a required minimum open space of 1500 SF per dwelling unit as required by Article VII, Section 2.6, and the Standard Table in Section 3, and Section 4.5?

Yes [] No []

8. There is a structure height restriction of maximum 36 ft as required by Article VII, Section 2.7 and the Standard Table in Section 3. Will the height restriction be met?

Yes [] No []

9. Will there be a maximum of 2 stories as required by Article VII, Standard Table in Section 3?

Yes [] No []

10. There is a minimum off street parking area of 2 spaces per dwelling, each space 440 SF, as required by Article VII, Section 4.6. Will the parking requirement be met?

Yes [] No []

11. Ordinate 170 Article VI, 2.1.1(a) allows for non-conforming structures on a property to be expanded without requiring a variance provided, the expansion does not further encroach on required setbacks, offsets, and does not violate density and open space requirements. Does the new addition meet these restrictions?

Yes [] No []

12. Are all invoices paid and not more than 30 days past due?

Yes [] No []

Date of Approval: _____

Version# _____

If the answer to any of questions 1 thru 11 is "[NO]", then the applicant has failed to conform to the requirements of ordinance 170 and a letter advising the of the failing Items should be sent to the applicant.

(Zoning Officer)

(Planning Commission chair)

(Date Signed)

(Date Signed)

Version # _____

Date of Approval _____

Version #1 date approved _____

Version #2 date approved _____

Version #3 date approved _____

Version #4 date approved _____

Version #5 date approved _____

RE: Continue Discussion on East Sunny Avenue, Block 44 Site Plan Application

Hi Jim,

Your property is on the agenda for 9/27/2023 Planning Commission meeting. Since we are not in receipt of a final certified site plan or final building architectural, the application checklist will not be included in our conversation. A copy of this email and the Water & Sewer Fee Schedule 2023 will be included in the members' packet for discussion.

Please review the information in this email and the attached documents for tonight's meeting:

1. The house numbers assigned to your two lots are 161 East Sunny Avenue and 187 East Sunny Avenue
2. The property you propose to build on is 187 East Sunny Avenue
3. The Water & Tap fees for this application are for 187 East Sunny Avenue. If/when there is development on 161 East Sunny Avenue, this will be a separate property, with separate water & sewer tap fees.
4. Please refer to the highlighted items on the attached schedule:
 - a) Tap Fees (as adjusted for 2023) Water: \$11,025 and Sewer: \$11,025
 - b) New Build or Renovation Fee: \$610.00
 - c) Monthly Usage Fee: Water: \$75.00 Sewer: \$25.00 for a total of \$100.00 per month

Sincerely,
Sally Rush, Chair
Empire Planning Commission
720-361-9725

WATER & SEWER FEE SCHEDULE 2023:

Tap Fee as of 2021 (tap fees will increase by 5% per year beginning January 1, 2022 and on January 1 in the following years.)

<u>Size of Water Tap</u>	<u>Water</u>	<u>Sewer</u>
¾ "	\$11,025	\$11,025
1 ½ "	\$22,050	\$22,050
2"	\$29,767	\$29,767
3"	\$44,100	\$44,100
4"	\$59,535	\$59,535

New Build or Renovation Fee \$610.00

Water Meter Set Purchase Total	\$485.00	
<i>Water Meter Purchase</i>		\$225.00
<i>Sending Unit Purchase</i>		\$225.00
<i>Touch Pad Purchase</i>		\$35.00
Water & Sewer Account set-up	\$25.00	
System Inspection Total	\$100.00	
<i>Inspect meter installation, curb stop connection, whole house shut-off</i>		\$50.00
<i>Water turn-on</i>		\$25.00
<i>Meter activation</i>		\$25.00

Meter Repair Fee Total will be calculated based on repair

Curb Stop shut-off and water turn-on, if necessary	\$150.00	
Water Meter Set Items Priced Separately		
<i>Water Meter Purchase</i>		\$225.00
<i>Sending Unit Purchase</i>		\$225.00
<i>Meter Cord Purchase</i>		\$45.00
<i>Touch Pad Purchase</i>		\$35.00
System Inspection Total	\$100.00	
<i>Inspect meter installation, curb stop connection, whole house shut-off</i>		\$50.00
<i>Water turn-on</i>		\$25.00
<i>Meter activation</i>		\$25.00

Account Transfer Fee \$25.00

Monthly Usage Fee

<u>Account Type</u>	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Single family residences, mobile homes, cabins with kitchens, and apartments	\$75.00	\$25.00	\$100.00
Restaurants	\$120.00	\$40.00	\$160.00
Residential/Business	\$112.50	\$37.50	\$150.00
Other commercial establishments	\$90.00	\$30.00	\$120.00
Government buildings	\$37.50	\$12.50	\$50.00
Hotel and motel rooms without kitchens	\$37.50	\$12.50	\$50.00
Churches	\$37.50	\$12.50	\$50.00
Laundromats – per machine	\$15.00	\$5.00	\$20.00

Late Payment Fee 2% interest on delinquent charges

Hi PC members & staff,

You were in receipt of 2 emails on 8/30 and 9/2. These were excellent examples of PC members inadvertently NOT MEETING the Open Meetings Law (OML), which is part of the Colorado Sunshine Law. Both emails went to all parties. This is an example of how easy it is to cross this line. Luckily no official business was part of the email. Bottom line, group emails to more than one member constitute a PC meeting and are subject to OML.

When you have something that you would like to discuss with all parties on the PC Board, send it to the clerk and request that the issues/tasks/thoughts discussed be brought up at the next public PC meeting (ask to put it on the agenda).

link:<https://leg.colorado.gov/sites/default/files/open-meeting-requirements-of-the-colorado-sunshine-law.pdf>

NOTE: according to this link "Three or more members of the body (or two members if two constitutes a quorum) conducting business are subject to this law." The way I read this is an email between two members would not meet the requirement for OML, but we will discuss this at the September meeting.

Thank you all for your continued, active interest in being a PC member and part of our Empire Community. We are continuing to be an important voice for Empire and this progress is doing much to support our ordinances.

Sincerely,
Sally Rush, Chair
Empire Planning Commission
720-361-9725

