



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

ITEM DATE: May 7, 2019	ITEM TIME: 10:30 am

FROM:	Alan Goldich
TODAY'S DATE:	May 1, 2019
AGENDA TITLE:	2019 Housekeeping Amendments; PL-19-100

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:
Authorize the Chair to sign the Housekeeping Adoption Resolution.

II. RECOMMENDED ACTION (motion):
Authorize the Chair to sign the Housekeeping Adoption Resolution.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
PROPOSED REVENUE (if applicable): \$
CURRENT BUDGETED AMOUNT: \$
PROPOSED EXPENDITURE: \$
FUNDING SOURCE:
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input type="checkbox"/>
<i>Explanation: N/A</i>

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):
N/A

V. BACKGROUND INFORMATION:
These changes were approved by the Board on April 23, 2019. The resolution has been reviewed by the County Attorney.



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VI. LEGAL ISSUES:
N/A
VII. CONFLICTS OR ENVIRONMENTAL ISSUES:
N/A
VIII. SUMMARY AND OTHER OPTIONS:
N/A
IX. LIST OF ATTACHMENTS:
<ul style="list-style-type: none">• Resolution• Exhibit A

STATE OF COLORADO)
)ss.
COUNTY OF ROUTT)

RESOLUTION NO. 2019-P-__
RE: Amendment of the
Routt County Zoning and
Subdivision Regulations
Planning Activity No. PL-19-100

Recitals

A. Colorado counties are authorized by Section 30-28-111, Colorado Revised Statutes, to adopt, by resolution, zoning and subdivision regulations.

B. Pursuant to its statutory authority, the Board of County Commissioners of Routt County (hereinafter the “Board”) first adopted zoning and subdivision regulations in 1972 and has, on a number of occasions thereafter, amended those regulations.

C. The Board has proposed the review and amendment of Sections 2, 5.9, and 8.25 of the Routt County Zoning and Appendix B of the Subdivision Regulations (hereinafter the “Regulations”), such amendments are attached in “Exhibit A”.

D. In March of 2019, the Routt County Planning Commission (hereinafter the “Planning Commission”) and the Board held public work sessions concerning the proposed amendments of the Regulations.

E. The Planning Commission held a public hearing on April 4, 2019, notice of said hearing having been advertised in the Steamboat Pilot, a newspaper of general circulation, and posted in accordance with legal requirements, and, upon a motion made and approved, recommended that the Regulations be amended.

F. The Board held a public hearing on April 23, 2019, notice of said hearing having been advertised in the Steamboat Pilot, a newspaper of general circulation, and posted in accordance, and, upon a motion made and approved, that the Regulations be amended.

G. Following receipt of public comment and discussion, Commissioner Monger moved to approve amendments to Sections 2, 5.9, and 8.25 of the Routt County Zoning and Appendix B of the Subdivision Regulations.

H. The motion was duly seconded by Commissioner Melton and passed on a 2 to 0 vote.

I. Commissioner Corrigan was absent for this vote.

NOW, THEREFORE, BE IT RESOLVED that by the Board of County Commissioners of Routt County, Colorado, Sections 2, 5.9, and 8.25 of the Routt County Zoning and Appendix B of

the Subdivision Regulations are hereby amended to include the amendments as shown in Exhibit A attached hereto, to be effective on the date set forth below.

ADOPTED AND EFFECTIVE THIS 7th DAY OF MAY, BY THE BOARD OF COUNTY COMMISSIONERS OF ROUTT COUNTY, STATE OF COLORADO.

ATTEST:

BY THE BOARD OF COUNTY
COMMISSIONERS

Kim Bonner, County Clerk

M. Elizabeth Melton, Chair

RESOLUTION VOTE:

Douglas B. Monger:	Yes	No	Abstain	Absent
M. Elizabeth Melton:	Yes	No	Abstain	Absent
Timothy V. Corrigan:	Yes	No	Abstain	Absent

Exhibit A

Section 2 Definitions

1. Value Added Agricultural Processing:

The processing of agricultural products **including the processing of poultry. Except for poultry, this does not include** ~~excluding~~ the processing of meat or game. Examples include but are not limited to: the manufacturing of herbal products, food products, woolen products, and cheese. May include accessory retail sales and/or a farm stand.

A. Small Agricultural Processing **Operation Facility**

A value added agricultural processing ~~facility~~ **operation** that meets the following ~~requirements~~ **thresholds**:

1. 75% (by volume) of raw materials to be processed are raised or grown on the site; and
2. The total processing area is 1200 sq. ft. or less in gross floor area; and
3. Traffic generation from the value added processing and/or sale of value added processing products is less than 50 vehicle trips per day, including customers, employees and deliveries; **and**
4. **The total number of birds processed per year is less than 250.**

B. Medium Agricultural Processing **Operation Facility**

A value added agricultural processing ~~facility~~ **operation** that meets the following ~~requirements~~ **thresholds**:

1. The parcel on which the agricultural use is proposed is 35 acres in area or greater; and
 - a. More than 50 percent (by volume) of raw materials to be processed are raised or grown on the site; and/or
 - b. The total processing area is between 1201 to 4000 sq. ft. in gross floor area; and
 - c. Traffic generation from the value added processing and/or sale of value added processing products is less than 50 vehicle trips per day, including customers, employees and deliveries; **and/or**
 - d. **The total number of birds processed per year is in between 250 and 500.**
2. The parcel on which the agricultural use is proposed is less than 35 acres; and
 - a. More than 50 percent (by volume) of raw materials to be processed are raised or grown on the site; and/or

- b. The total processing area is 1200 sq. ft. or less in gross floor area; and
- c. Traffic generation from the value added processing and/or sale of value added processing products is less than 50 vehicle trips per day, including customers, employees and deliveries; **and/or**
- d. **The total number of birds processed per year is in between 250 and 500.**

C. Large Agricultural Processing **Operation** Facility

A value added agricultural processing ~~facility~~ **operation** that meets the following ~~requirements~~ **thresholds**:

- 1. The parcel on which the agricultural use is proposed is 35 acres in area or greater; and
 - a. Less than 50 percent (by volume) of raw materials to be processed are raised or grown on the site; and/or
 - b. The total processing area is more than 4000 sq. ft. in gross floor area; and/or
 - c. Traffic generation from the value added processing and/or sale of value added processing products is 50 or more vehicle trips per day, including customers, employees and deliveries; **and/or**
 - d. **The total number of birds processed per year is in between 501 and 1,000.**
- 2. The parcel on which the agricultural use is proposed is less than 35 acres; and
 - a. Less than 50 percent (by volume) of raw materials to be processed are raised or grown on the site; and/or
 - b. Total processing area is between 1201 to 4000 sq. ft. in gross floor area; and/or
 - c. Traffic generation from the value added processing and/or sale of value added processing products is 50 or more vehicle trips per day, including customers, employees and deliveries; **and/or**
 - d. **The total number of birds processed per year is in between 501 and 1,000.**

	Value Added Agricultural Processing Operation Facilities				
	Small – Administrative Permit	Medium – Conditional Use Permit		Large – Special Use Permit	
Acreage	Any Acreage	More than 35	Less than 35	More than 35	Less than 35
Percentage of product grown on site	More than 75%	More than 50%	More than 50%	Less than 50%	Less than 50%
Facility size	1200 square feet or less	1201-4000 sq. ft.	1200 square feet or less	4000 square feet or greater	1201-4000 square feet
Vehicle trips per day	Less than 50	Less than 50	Less than 50	More than 50	More than 50
Number of birds	0 - 249	250 - 500	250 - 500	501 - 1000	501 - 1000

8.25 Standards for Value Added Agriculture Processing

- A. The agricultural processing facility **operation** must be clearly incidental to and supportive of the dominant agricultural use of the site.
- B. The agricultural processing and sales facility **operation** must be operated by the owner or lessee of the agricultural use.
- C. The hours of the processing and retail operation are limited to the hours between 7:00 am and 9:00 pm, unless otherwise approved through the permitting process.
- D. The processing facility shall not be classified as a hazardous waste generator under state or federal regulations.
- E. Sales of products on site, in addition to those grown or processed on the site, shall be limited to those clearly incidental and accessory to the farm products or as declared and approved through the permitting process.
- F. All federal, state, and local permits shall be obtained and complied with. The operation shall comply with all federal, state, and local laws.
- G. In addition to the processing area, the accessory retail sales area shall not exceed 300 square feet.
- H. The access to serve the use shall have an approved County or CDOT access permit. Additionally, adequate parking shall be provided. There shall be no parking in the road Right of Way.
- I. **All poultry processed must be raised by the producer.**

Structure Definition:

Anything constructed or erected requiring a fixed location on the ground or attached to something having a fixed location on the ground, an edifice or building of any kind, a container greater than 120 sq. ft., or any piece of work built or composed of parts joined together in some definite manner. This shall not include pipelines, telephone lines or electrical power lines, raised garden beds, retaining walls under 4-foot, culverts, ranch entry ways, mailboxes, **paver patios or on-grade patio or decking**, walks, driveways, fences, and roads.

5.9 Sign Standards and Permits

5.9.1 Purpose and Objectives

- A. Promote the use of signs that are aesthetically pleasing, of appropriate scale and integrated with the rural landscape, in order to meet the County’s Master Plan objectives related to the quality and character of the rural landscape;
- B. Protect the public welfare and enhance the appearance and economic value of the rural landscape by protecting scenic views and avoiding visual clutter and pollution that can compromise the character and quality of the rural landscape;
- C. Ensure that signs are compatible with their surroundings and prevent the placement of signs that are a nuisance to occupants of adjacent and contiguous properties and the traveling public;
- D. Promote the safety of persons and property by ensuring that signs do not create a hazard by confusing or distracting motorists or impairing motorists’ ability to see obstacle or other vehicles or to read traffic signs;
- E. Assist in wayfinding; and
- F. Provide fair and consistent permitting and enforcement.

5.9.2 Applicability

- A. All construction, relocation, enlargement, alteration, and modification of signs within the unincorporated areas of Routt County shall be in compliance with the regulations of this Section 5.9, all State and Federal laws and regulations concerning signs and advertising, and applicable building codes.
- B. No sign or part of a sign, lighting for a sign, may be constructed, relocated, enlarged, altered, or modified without a Minor Use Permit pursuant to Section 3.2.1, unless specifically exempted by this Section 5.9.
- ~~C. No signs are permitted in County Right of Ways unless a permit is obtained. Any sign not permitted to be in the County Right of Way may be removed by the County at any time.~~

5.9.3 Exemptions

The following signs do not require a ~~Minor Use Permit~~. **Unless specifically mentioned below, all signs shall comply with the General Standards contained in Section 5.9.4;** ~~as long as the applicable standards are complied with.~~

- A. Public Signs. Signs required or specifically authorized for a public purpose by any law or by a Resolution of the Board of County Commissioners.
- B. Address Signs. Signs limited to the name of the resident and address of the premises provided that the sign does not exceed two (2) square feet in area, and that no more than one (1) is placed on the frontage. All address signs shall comply with the Routt County Addressing requirements.
- C. Site Signs. A temporary sign that is posted on property that is actively marketed for sale. Such signs shall be no greater than twelve (12) square feet in size and shall be limited to no more than one (1) sign per parcel of land.
- D. Trespass Signs. Signs located on a property, posting said property for warnings, or prohibitions on trespassing, hunting, fishing, swimming, or other prohibited activity. Such signs shall be no larger than one (1) square foot in size and shall be spaced no closer than one hundred fifty (150) feet apart.
- E. Cornerstones, Plaques. Signs in the nature of cornerstones, commemorative tablets, and historical signs not more than six (6) square feet per sign in area and not legible from the roadway.
- F. Road Signage. Typical road signage related to public safety that the County or the Colorado Department of Transportation installs or requires a land owner to install.
- G. Temporary Signs. Temporary signs shall be displayed for a period of not more than 120 consecutive days and not more than 120 days in the aggregate in any 12 month period of time. Such signs shall be no greater than 32 square feet.
- H. Window Signs. Signs inside a structure in a window. Such signs shall be not greater than four (4) square feet per sign in area, and shall be limited to no more than one (1) sign per eight (8) square feet of window area.
- I. Directional Signs. Signs indicating entrances, exits, and one-way streets and located on the property to which the sign relates. Such signs shall not exceed six (6) inches by thirty (30) inches and shall be located only at driveways and building access.
- J. Ranch Signs. Signs limited to the name of ranch, name of resident and address of premises **located on the same property or access easement to which it relates.**
- K. Flags. Flags are limited to one per property and shall be displayed on a flag pole affixed to the ground or to a structure.
- L. Internal Signs. Signs that are posted internally on a piece of property that are not discernible from the property line.
- M. Typical Maintenance. Painting, repainting or cleaning of a sign without changes to the structure, or lighting, or any other change that would require a permit.

5.9.4 General Standards

All signs which require a permit shall conform to all the following standards:

- A. Number:

- 1) No more than two (2) signs per parcel, provided that only one (1) sign per frontage may be detached from a structure on the parcel.
- 2) Only one (1) sign per frontage shall be permitted for any frontage less than fifty (50) feet.

B. Location.

- 1) *Detached Signs:* No portion of a detached sign, or its frame, bracing or support structure shall be located closer than five (5) feet from every boundary line of the lot or fifteen (15) feet from any public right-of-way, **unless approved by Routt County Public Works.**
- 2) *Attached Signs:* may not project from its related structure, other than the allowable depth of the sign, unless minimum clearance above grade is at least nine (9) feet; and no sign shall project from the related structure, other than the allowable depth of the sign, closer than fifteen (15) feet to any public right-of-way.
- 3) **Any sign not approved by Routt County Public Works to be located in the right of way may be removed by the County at any time.**
- 4) No sign shall be located so as to obstruct a motorist's vision of oncoming traffic.

C. Height above grade:

- 1) Detached signs shall not exceed a height above grade of twenty (20) feet.
- 2) Attached signs shall not project above the roof of the supporting building.
- 3) The height for both attached and detached signs shall be measured to the highest point of the sign trim or support structure.

D. Sign Area:

- 1) *Total Sign Area:* Twenty (20) square feet or one (1) square foot per each foot of lot frontage; not to exceed a total of 100 square feet for all signs on a single frontage.
- 2) *Attached signs:* There is no maximum size for an attached sign provided it meets the requirements for Total Sign Area.
- 3) *Detached signs:* The maximum sign area for any detached sign shall be forty (40) square feet, and the ratio of height to width shall not be less than one (1) to three (3) nor greater than three (3) to one (1).

E. Computation of Sign Area: The area of all signs shall be computed by determining the sum of the area of each square, rectangle, triangle, portion of a circle, or any combination thereof which creates the smallest continuous single perimeter enclosing the extreme limits of the display surface or faces of the sign excluding reasonable frames or non-structural trim, bracing and support structure. The measured area shall include only one side of the sign, and one additional sign face is authorized, provided it is attached to the approved sign, identical to the approved sign, and separated from the approved sign, by an angle of at least 270 degrees on a horizontal plane.

- F. Metallic Signs. Signs with metallic surfaces shall be treated to reduce reflection, whether from sunlight or artificial illumination, on nearby residential properties and the vision of passing motorists.
- G. Lighting. Illuminated signs shall conform to the following standards:
 - 1) Signs illuminated from an exterior source shall be downcast and opaquely shielded.
 - 2) Signs illuminated from an interior light source shall be allowed provided that the light source is not visible from the exterior of the sign and provided the wattage does not exceed the following requirements:
 - a. Fluorescent lights not to exceed five (5) watts per square foot of sign area;
 - b. Incandescent lights not to exceed twenty-five (25) watts per square foot of sign area;
 - c. Gas-fired lights not to exceed thirty (30) milliamps per eight (8) linear feet of tube. Such gas-fired lights may include but are not restricted to: neon, argon, and mercury.
 - 3) None of the foregoing provisions shall be construed to allow sign illumination that constitutes a traffic hazard.

Subdivision Regulations

- B.2.4 Attorney opinion

B.2.4 Attorney's Opinion ATTORNEY'S OPINION I, (printed name of attorney), being an Attorney-at-Law duly licensed to practice before Courts of Record in the state of Colorado, do hereby certify that I have examined the title to all lands herein dedicated and shown upon this plat by review of the Title Commitment No. _____ dated _____, ~~issues~~ **issued** by _____ ("Title Commitment") and that title to such lands is in [insert owners names] ("the Owner"), free and clear of all liens, taxes, and encumbrances, except as follows: (list same or indicate NONE). Dated this _____ day of _____, AD 20__

(Signature)_____