

Town of Rico Memorandum

Date: June 13, 2018

TO: Town of Rice Board of Trustees
FROM: Kari Distefano, Rico Town Manager
SUBJECT: Town Manager's Report

Draft Water Tap Fee Revision

As per our discussion last month, I am suggesting a revised water tap fee schedule. Ordinance 2008-2 increased water tap fees from previous Ordinance 317 in February of 1996. Currently the tap fee schedule is as follows:

¾ inch water tap	\$8,500
1 inch water tap	\$10,000
1 ¼ inch water tap	\$12,000
1 ½ inch water tap	\$15,000
2 inch water tap	\$18,000

The ¾ inch tap is the size typically used for single-family residences in Rico. Tap size is based on how many fixtures and appliances exist in a building. Because income from tap fees in Rico is irregular, money from tap fees goes into a capital improvements fund rather than the regular operating fund, which is fueled by the monthly user fees.

In 2017 revenues from water user fees was \$121,911.88. The cost of normal operations including the water tank inspection and some tank repairs was \$115,825.08. This did not include the waterline replacement in the southern portion of Argentine Alley. Money for that repair came from the capital improvement expenses, which again comes from tap fees. It is worth noting that we retired a debt in May that was costing the Town \$2,200.00 per month and we will be retiring another one in September that is costing per \$2,463.80 month.

What I believe should be considered when we decide whether or not to lower tap fees, is whether the expense of tap fees discourages building and whether the additional money we gain is worth the possibility that potential builders may look elsewhere.

What peer communities charge has been discussed in the past but I have included the Colorado Municipal League report in this packet for your convenience. I based this suggestion on an average of fees for Cortez, Creede, Dolores, Nucla and Durango.

¾ inch water tap	\$5,000
1 inch water tap	\$6,000
1 ¼ inch water tap	\$7,000
1 ½ inch water tap	\$9,000
2 inch water tap	\$10,500

In an effort to prevent speculative purchases of taps, the ordinance can include language that attaches these fees to the purchase of a building permit. If we don't think that is enough to discourage speculation, we can add language that increases the tap fees back to previous level should the builder not get a certificate of occupancy within two years.

Approval of Public Hearing Procedures

At this meeting the Board of Trustees will be acting as the Board of Adjustment and Appeals. Included in the packet is some language that is a reminder of the Public Hearing Procedures for quasi-judicial hearings. We should adopt these procedures by motion prior to the Croke hearing as his requests are to be reviewed and approved or denied by the Board of Adjustments and Appeals. I have asked Carol Viner to be present at this meeting because I am unfamiliar with this process and I would like to be sure that it goes smoothly.

Croke Variance

Mr. Croke is proposing to build seven dwelling units on Lots 24 – 30, Block 3, Town of Rico. To accomplish this, he is seeking several variances. The Rico Planning Commission is authorized to review proposed variances and to make recommendations to the Rico Board of Adjustments. The Planning Commission recommended approval of all

of his requests as long as he got the consent in writing from the Rico Fire Protection District for the side yard setback variances. The following is a list of variances that he would like to request from the Rico Board of Adjustments.

1. An exemption from the requirements of environmental development permits necessary to build on Lots 24 and 25, which lie in an avalanche hazard,
2. Exemptions from the seven-foot side yard setbacks, which are required in commercial areas. These setback dimensions do not appear on the site plan but they scale at 2 ½ feet so there would be a setback reduction of 4 ½ feet.
3. Reduction of the five-foot rear yard setback to three feet.
4. An exemption from Town of Rico Ordinance 2008-2, which requires that \$8,500 be paid for each water tap.
5. An agreement with the Town of Rico to allow fill dirt to be placed on the Town of Rico Property lying to the west of Lots 24 – 30.

He explains in the narrative included in the packet why he is requesting these variances. His application is also included in your packet. For your convenience I have included the following standards for review from the Rico Land Use Code.

Standards for Review for Variances According to Section 434.6 of the Rico Land Use Code

1. There are special circumstances existing on the property on which the application is made related to size, shape, area, topography, surrounding conditions, access, and location that do not apply generally to other property in the same area and Zone District;
2. the Variance will not unduly impact such things as: snow removal, streetscapes, separation of buildings for fire protection, and opportunity for off-street parking, which are provided by minimum setbacks; solar access, and protection of neighbors views to the surrounding mountains, which are provided by maximum building heights; continuity of design, minimization of visual impact, and provision of minimal yard area, which is provided by maximum floor areas (particular attention shall be given to the impacts of the Variance on neighbors); and,
3. the Variance, if granted, will not constitute a material detriment to the public welfare or injury to the use, of property in the vicinity; and,
4. the Variance is not sought to relieve a hardship to development of the property which has been created by the Applicant; and,

5. that the proposed use is a permitted use in the underlying Zone District.
- **Notification of neighboring property owners** - As per section 562.3 owners within 200' of the proposed subdivision shall be notified. Proof of mailing to property owners within 200 feet of the proposed subdivision in accordance with section 562.3 is included in the application.
 - **Other Comments** – Regarding the avalanche path, I agreed with Mr. Croke, when this issue first came up, that the avalanche hazard map should be updated. To that end, I hired Chris Wilbur, the engineer who provided Rico with the original hazard maps, to update them. In the revised report, which I have included in the packet for your review, portions of lots 27-30 and all of Lots 25 and 26 lie in an area described as “very low hazard *yellow* zone defined for dense flowing avalanches with return periods of greater than 300 years and for infrequent powder avalanches with very low pressures (<3 kPa) and return periods greater than 30 years. This zone is advisory and mitigation is not generally required except for critical facilities”. A portion of lot 24 lies in the “moderate or *blue* hazard zone defined as areas with average return periods of between 30 and 300 years.” The recommendation for the *blue* zone is that occupied structures should be designed for avalanche impact loads. No critical facilities should be built in this zone.

The setback regulations in the commercial zones are somewhat inconsistent with the fact that smaller lots (2,500 square feet) are allowed in these zones. The existing setback requirements reduce the square footage of a lot in the commercial zone to 11'x73' or 803 square feet. This is an inadequate area for most structures. Concerns about snow sliding off roofs could be mitigated with snow guards. Efforts should be made to reduce the cookie-cutter appearance of the buildings.

With the exception of Telluride, which charges \$20,000, Rico's water tap fees are higher than those in neighboring towns and what could be considered peer

communities. Cortez charges \$6,285, Dolores charges \$5,500, Nucla charges \$4,000, Durango charges \$5,733. It is important to note that tap fees in Rico are so infrequent that we cannot depend on them to offset maintenance costs. Maintenance costs come from user fees. While I understand the concern about speculators buying up cheaper tap fees, requiring the purchase of the tap fee to be made with the payment of a building permit could mitigate that situation.

Kyle Minor Subdivision

Donna Kyle, the applicant, is proposing to subdivide Lot 21R, Smuggler Subdivision, Block 19, Town of Rico, which is a 15,000 square foot parcel into two smaller parcels, one being 10,000 and one being 5,000 square feet. The existing parcel was originally comprised of six 2,500 lots as part of the old Rico Townsite. At some point, the original lot lines were vacated. Ms. Kyle would like to restore one of the original lot lines. I have included a copy of her application in the attached packet.

Based on historic documentation of a flood that is referenced several paragraphs down in the checklist, there was a lively conversation at the Rico Planning Commission meeting about whether or not it is appropriate to grant approval for this subdivision. Neighbors Susan Robertson and Jim Britton felt strongly that due to the existence of an underground tunnel that crosses the property, it would in a mistake to grant approval.

After about an hour of discussion, the Rico Planning Commission recommended conditional approval with the condition being that geotechnical work to ensure that any excavation done would not cause the tunnel to collapse would be undertaken prior to issuing a building permit. A copy of the information about the flood is included in this packet.

The Planning Commission also recommended that the gravel alley that encroaches on the lot be moved to the existing right-of-way to the east.

The Rico Land Use Code allows for the consolidation of the Conceptual, Preliminary and Final Plat review if the application does not require any extension of

waterlines or any street improvements. The Applicant may submit this minor subdivision for final approval. I have reviewed the application according to the following checklist.

Minor Subdivision Review Check List – Kyle

- **Title Certificate** – The application includes a commitment for title insurance from Alpine Title/Westcor Land Title Insurance Company
- **Statement from County Treasurer** – A statement from the Dolores County Treasurer showing the status of current taxes on affected property is included.
- **Narrative indicating existing zoning** – A narrative indicating zoning and predominant existing uses within 300 feet of the property is included in the application packet.
- **Statement by Applicant** – The application includes a statement by the applicant describing how the application meets applicable standards is included in the application.
- **Application Fee** – The application fee has been paid.
- **Lot Size: (5000 square feet required)** Lot 21R-A will be 10,000 square feet, Lot 21R-B will be 5,000 square feet
- **Proper arrangement of size and streets** – These lots were separate 2500 square foot lots in the original Rico Townsite. At some point, the original lot lines were vacated. The applicant would like to reinstate one lot line. The new lot would be in conformance with streets and neighboring lots.
- **Provision of Municipal Services and Water Supply** – The new lot has an existing water tap. The lot is accessible by both Soda Street and an alley that lies

to the east. Off street parking should be provided according to the Rico Land Use Code, Section 204.9, which requires one 9'x18' space per dwelling unit.

- **Provision of Open Space and Avoidance of Congestion** – This subdivision conforms to neighboring lots and will not add significantly to congestion or impact existing open space.
- **Avoidance of Unsuitable Lands** –The lots in question do not fall in to any mapped hazard zone, however, there is historical evidence of an old mining tunnel that crosses the site approximately 65 – 75 feet north of the Soda right-of-way. According to historic records, in late May of 1989, Silver Creek breached an old tunnel somewhere to the east of the property, partially disappearing underground and later reappearing on the southwest corner of the applicant's property flooding the neighbors to the west. Please see the packet, which includes a map and newspaper articles. While there was an attempt to mitigate the damage by installing a culvert, the approximate location of the tunnel should be included on the recorded map of the Minor Subdivision and the applicant and property owner should indemnify the Town of Rico from any liability associated with granting a subdivision with a signed agreement approved by the Town Attorney.
- **Apportionment of Public Service Costs** – The proposed subdivision is not a new development but rather a reinstatement of existing lots, therefore it is expected that any additional burden to the Town will be compensated in water user fees. Since existing roads will serve the lot no additional road maintenance will be required.
- **Coordination of Public Improvements and Plans** – This subdivision will require no additional inter-jurisdictional public improvements.
- **Promoting Accurate and Complete Subdivisions** – The subdivision will require that a Minor Subdivision Map be recorded in the Office of the Dolores County

Clerk and Recorder. The site has been surveyed. The survey complies with Town of Rico standards and may be recorded following the approval of the Town of Rico Planning Commission and the Town of Rico Board of Trustees.

- **Promotion of Master Plan** – This subdivision conforms to goals as stated in the Rico Regional Master Plan in Section III, Community Design and those listed in Section IV, Public Facilities and Services.

- **Final Plat Required Materials**

- 544.1. Final Plat Materials and Copies: The Applicant shall submit copies of the Final Plat in the same scale as the Preliminary Plat. The Final Plat shall be twenty four (24) inches by thirty six (36) inches. Contiguous parcels owned by different parties may be embraced in one Plat, provided that all owners join in the dedication and acknowledgement; however, non-contiguous parcels or multiple plats are not allowed on a single sheet. The Final Plat may be submitted in sections provided the first section contain an index map indicating the sections designated for the entire tract.

The following copies shall be submitted:

- A. One copy of the Final Plat on mylar or other permanent type material that is reproducible. Copies for permanent filing with the Town of Rico, Dolores County Clerk and Recorder, and other agencies shall be either blue or black reproductions with the supporting certificates signed in original for each copy; and,
- B. Eleven (11) copies of the Final Plat and other required materials [seven copies for Planning Commission members, one copy for Town Planning Staff, one copy for Town Clerk, one copy for Town Attorney, and one copy for Town Engineer]. We only need 8 copies and they can be 11”x17”

- 544.2. Final Plat Requirements: The Final Plat shall be prepared and certified as to its accuracy by a registered land surveyor licensed to do such work in the State of Colorado. A workman like execution of the Final Plat shall be made in every detail. A poorly drawn or illegible plat shall be a sufficient cause for its rejection.

The Final Plat shall meet the following requirements:

- A. The Final Plat shall conform in all major respects to the Preliminary Plat as previously approved and shall incorporate all modifications required in the Preliminary Plat Approval stage.
- B. All blocks, and all lots within each block shall be consecutively numbered;

- C. On curved boundaries and all curves on the plat, sufficient data should be given to enable the re-establishment of the curves. Any curves should include: Points of curvature, points of tangency, radius of curve, arc length, and angle or curve by arc definition.
 - D. Excepted parcels shall be marked "Not included in this plat" and the boundary completely indicated by bearings and distances.
 - E. All streets, walkways and alleys shall be designated as such and bearings and dimensions shall be given.
 - F. All streets shall be named.
 - G. All easements shall be designated as such and bearings and dimensions given.
 - H. All dedications of land to the Town or other agencies shall be designated as such and bearings and dimensions shall be given.
 - I. All lands within the boundaries of the Plat shall be accounted for either by lots, walkways, streets, alleys or excepted parcels.
 - J. All dimensions of irregularly shaped lots shall be indicated in each lot.
 - K. Bearings shall be given for all lot lines, except that bearings need not be given for interior lot lines where the bearings are the same as those of both exterior lot lines.
 - L. Other information on the Plat shall include:
 - (1) Name of subdivision, true north line and date;
 - (2) Name of owner or owners of record and address;
 - (3) Total acreage of tract and total number of lots;
 - (4) Township, Range, Section and Quarter-Section, block and lot numbers; and,
 - (5) Graphic scale.
 - M. Permanent reference monuments shall be located and set in compliance with state laws, except that there shall be at least one permanent monument located no more than six-hundred (600) feet apart along any straight boundary line.
 - N. The surveyor making a Plat shall certify on the Plat that it is correct and that the monuments described in it have been placed as described and shall affix his name and seal.
 - O. All utilities and easements shall be shown on the Plat along with a certificate from all utility companies showing their approval.
- 544.3. Other Materials: The Applicant shall submit final copies of all supporting documents required at the Preliminary Plat Approval stage with any changes, modifications, and revisions required as a condition to approval at the Preliminary Plat Approval stage. In addition, the Applicant shall submit the following:

- A. Improvements agreement for all on-site or off-site improvements and mitigation measures required by the Application; and,
- B. Covenants and restrictions on any property required by the Application.

The Minor Subdivision Map submitted with this application meets the above standards.

- **Notification of neighboring property owners** - As per section 562.3 owners within 200' of the proposed subdivision shall be notified. Proof of mailing to property owners within 200 feet of the proposed subdivision in accordance with section 562.3 is included in the application.
- **Other Comments** – Mr. Jay Milstead, the neighbor to the northwest had questions regarding the subdivision but no comments. Ms. Susan Robertson supplied information about the 1989 flood and she and Mr. Jim Britton expressed reservations about the property being developable. Mr. Gregg Anderson expressed concern about an additional building in the area obstructing view corridors.

Second Reading of Water Conservation Ordinance and Second Reading of an Ordinance to allow the Sale of Marijuana within 300 feet of Rico Elementary School

Having discussed these items last time, you are all familiar with these two ordinances. A copy of each is included in the packet. Nicole had some minor revisions that have been incorporated.

First Reading of an Ordinance Establishing Fees for Marijuana Licensing

Along with the marijuana licensing, we need to establish a fee structure. Carol is suggesting that we have an initial application fee, a yearly renewal fee, and a change of application fee at a minimum. I have looked at fee schedules for Ouray County and San Miguel County. San Miguel County charges \$1000 for any application for a license and has a \$1000 annual renewal fee. Ouray County's are as follows:

All New Marijuana Business Applications	\$2500
---	--------

Existing Marijuana Business – Change of Location	\$2500
Conversion: Medical to Retail Marijuana Business	\$1000
Renewal – Medical or Retail Marijuana Business	\$1200
Transfer of Ownership – Medical or Retail Marijuana Business	\$1000
Minor Modification of Premises – Medical or Retail	\$250
Major Modification of Premises - Medical or Retail	\$1200
Change in Entity Structure	\$200
Change in Trade Name	\$200

There is an ordinance included in this packet so as soon as we decide on fees, we can enact it.

Approval of the Audit

We have received a final copy of the annual audit. To review the audit, please go to <http://ricocolorado.gov/clerks-office/>. We need to approve it so that the auditor, Lyman Hamblin, can send it to the state. There were no surprises.

Rico Emergency Operations Plan

If you remember, Keith Keesling, the Dolores County mentioned at the last meeting that it was difficult to get Federal Disaster Relief without the existence of an Emergency Operations Plan. To that end, I have been working with him on one for not only Rico but also Dolores County. We used Montezuma County and the Town of Dolores' plans as templates. There are many people involved in the Dolores County plan that need to approve and sign off and I don't know where in that process they are. After talking to Keith, I decided just to go ahead with suggesting approval of the Rico Emergency Operating Plan with references to a *draft* Dolores County Plan. That way, I believe we would be covered in the unhappy event that we would need federal assistance. A copy of both plans is included in the packet.

Discussion of Zoning Violations

I have heard from both parties that are in violation of the Historic Commercial District zoning regulation that requires the following:

246. HC - HISTORIC COMMERCIAL DISTRICT DESIGN REGULATIONS

The design regulations for the HC Zone District require a street level, pedestrian oriented commercial space on the front of the structure, referred to as the Street Front. Refer to Appendix B. Graphic Design Illustrations for further explanation and guidance on these design regulations.

Both parties are in the process of attempting to conform with the zoning regulation. As a reminder, they have until August 2nd to come into compliance.

2016 Colorado Municipal Water and Wastewater Rate Survey Results

Overview

The Division of Local Government (DLG) conducted a 32 question survey of local utility practices during the month of October, 2016. Responses were received from 32% of those surveyed, or 27% of all municipalities, and are organized into four tables at the back of this report. The Colorado Municipal League (CML) and Special District Association (SDA) have conducted surveys in prior years, and for several categories this survey's results are compared to trends established by past surveys. The DLG wants to thank the survey respondents for their contributions to this year's effort.

Key Findings

The 2015 bill and tap fee results are presented in the tables below. Since many towns and cities receive their sewer service from special districts, there were roughly 20 more responses to the water system questions than the wastewater system questions. A specific focus of this year's survey was in the area of inside vs. outside city limits rates and fees. Most of the systems that responded to this year's survey reported that they provided service outside the city limits.

Water Bills and Tap Fees	Responses	Average	Median	Range
What was the average monthly residential water bill for inside corporate limits for 2015?	70	\$50.25	\$43.43	\$25 - \$149
What was the average monthly residential water bill for outside corporate limits for 2015?	48	\$59.89	\$51.10	\$27.84 - \$180
What is the total water tap fee for a new single-family residence inside the corporate limits?	69	\$7,405	\$6,450	\$125 - \$22,643
What is the total water tap fee for a new single-family residence outside the corporate limits?	51	\$10,763	\$8,424	\$125 - \$36,750
What is the monthly water charge for an inside residential customer using 10,000 gallons of water?	70	\$57.22	\$48.57	\$17.23 - \$168

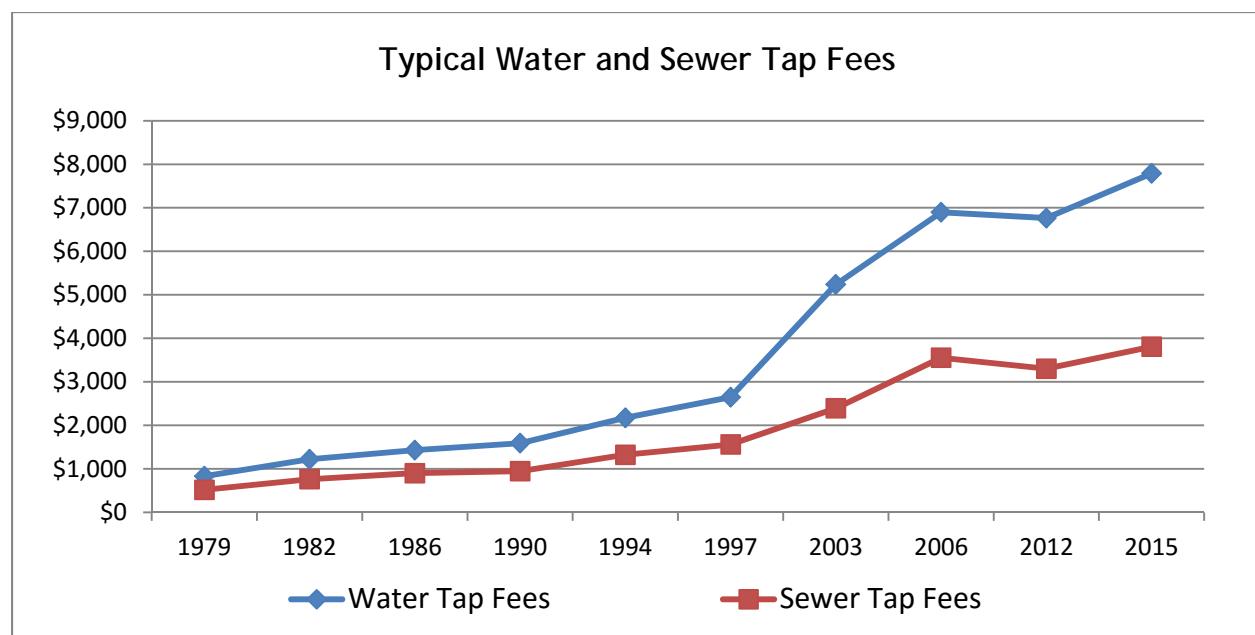
Sewer Bills and Tap Fees	Responses	Average	Median	Range
What was the average monthly residential wastewater bill for inside corporate limits for 2015?	53	\$37.79	\$32.00	\$11 - \$165
What was the average monthly residential wastewater bill for outside corporate limits for 2015?	30	\$43.90	\$40.49	\$11 - \$114
What is the total wastewater tap fee for a new single-family residence inside the corporate limits?	49	\$4,407	\$4,500	\$265 - \$12,649
What is the total wastewater tap fee for a new single-family residence outside the corporate limits?	37	\$5,686	\$5,860	\$265 - \$16,500

The total revenue received from outside customers averaged less than 10% of overall user charge revenues that came from all residential customers. Another significant trend appears to be the steep rise in local utility rates and tap fees in recent years. Since 1997 the cost of a wastewater tap fee for a single family home has more than doubled. Over the 20 year period from 1997 - 2016 the Denver - Boulder - Greeley CPI increased by an overall 56%.

Typical Water Bills and Tap Fees

The survey showed inside average water bills generally increasing from prior surveys. Average inside monthly water bills were \$50.25 for inside customers compared to \$59.89 for those outside. Compared to national trends represented in the 2014 AWWA/Raftelis Financial Consultants, Inc. water and wastewater rate survey, Colorado's water rates fell in closely with those figures. From the AWWA survey, nationally the cost of 1,000 cubic feet (7,480 gallons) cost \$34.26 and 1,500 cubic feet (11,220 gallons) cost \$48.32 per month.

Water tap fees for new single family homes averaged \$7,405. The tap fees reported showed a significant range, with the lowest water tap fee of \$125 in both Crowley and Hartman to the highest of \$36,750 for Morrison customers outside the corporate limits. Over the last 20 years both municipal water and sewer tap fees have roughly tripled in cost. Many systems base a residential tap fee on the size of the house being served by that tap.



Source: Colorado Municipal League: Water and Wastewater Utility Charges and Practices in Colorado (1997, 2004, 2007)
 Colorado Municipal League and Colorado Special District Association: Water and Wastewater Utility Charges and Practices in Colorado (2012)
 Colorado Division of Local Government: 2016 Colorado Municipal Water and Wastewater Rate Survey

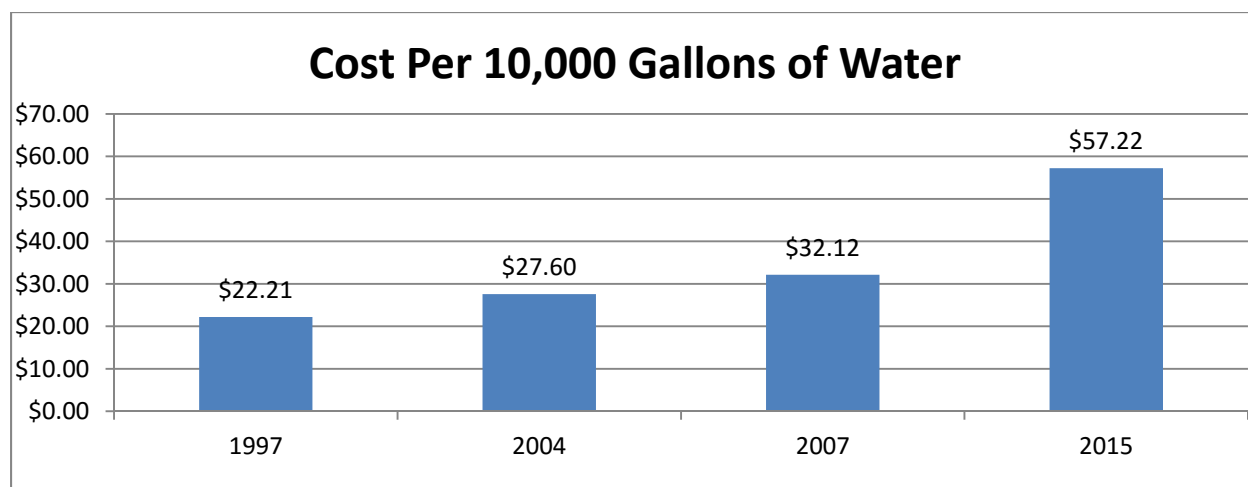
Typical Sewer Bills and Tap Fees

Survey responses showed that inside customers paid rates for sewer that were 78.5% of

what the average outside customer paid. Average inside monthly sewer rates at \$37.79 were somewhat below the rate for outside customers at \$43.90.

Cost per 10,000 Gallons of Water

The monthly cost of 10,000 gallons of water has been tracked in past CML surveys. From 1997, when the cost was \$22.21 to 2015, the cost rose to \$57.22. This was an overall increase of 158% or 8.7% per year when averaged over 18 years.



Sources: Colorado Municipal League: Water and Wastewater Utility Charges and Practices in Colorado (1997, 2004, 2007)
Colorado Division of Local Government: 2016 Colorado Municipal Water and Wastewater Rate Survey

Wastewater Rate Structures

Most water systems bill customers based on water use, but the majority of responding wastewater systems reported billing based on a flat rate. The number of individual systems reporting a flat sewer rate and the percentage of respondents they represent are shown below.

- Flat monthly fee (28/53%)
- Based on water consumption (20/38%)
- Hybrid/EQR systems (5/9%)

CML's 2004 Edition of Water and Wastewater Utility Charges and Practices in Colorado reported that 64% of responding municipalities charged a flat wastewater rate that year. Compared to national survey results, 13% of wastewater service providers charge a flat rate according to the 2014 AWWA/Raftelis Financial Consultants, Inc. water and wastewater rate survey.

Inside/Outside Rates and Tap Fees

Of the municipalities that responded, the majority provide water and sewer service outside the city limits. Survey results showed 67% of water systems, and 58% of wastewater systems providing outside service.

Of the 67% of water systems providing service to outside customers, the percentage of residential user charge revenue collected from outside customers ranged from 0.05% to

45%. The average amount of residential water revenue from outside customers was 7.9% of the total residential water revenue reported.

Of the 58% of wastewater systems providing service to outside customers, the percentage of user charge revenue earned from outside customers ranged from 0.5% to 52%. The average amount of residential wastewater revenue from outside customers was 6.5% of the total residential wastewater revenue reported.

Source of Water Supply

All respondents answered this question, and 39 systems reported using surface water, 30 systems use groundwater, and 5 use a mix between the two types of supply. It's clear that larger systems tend to rely more on surface water. Little difference in monthly bills was found between systems using surface and groundwater supplies. However, the small group of systems using both types of supply appear to enjoy less costly average bills.

Source of Water	Number of Systems Reporting	Average Number of Taps Per Reporting System	Average Monthly Bill
Surface Water	39	5,984	\$51.93
Ground Water	30	1,081	\$52.54
Surface and Groundwater	5	1,563	\$43.28

Respondents

Most survey respondents (65%) identified themselves in one of two categories. Respondent profiles are listed at the end of table 4.

- Chief executive officer/manager: 24
- Financial management/administration: 23
- Public works/system operations/engineering: 11
- Town clerk: 7
- Assistant to the city manager: 1
- Administrative/utility billing: 1
- Billing clerk: 1
- Director of utilities: 1
- Contract/consultant: 1
- Governing board member: 1
- Technical specialist: 1

Methodology

The DLG intends to conduct a water and sewer survey on an annual basis, with a slightly different focus or theme each year. This survey included questions related to

the common municipal practice of charging different rates to customers inside vs. outside the city limits. The online survey was emailed to 231 municipal contacts for those towns and cities having either water or wastewater funds. DLG records show that 272 municipalities are organized and functioning in Colorado, though those served by other providers are not part of this survey. A mid-October reminder was sent to encourage participation.

At the conclusion of the survey a total of 74 responses were received, for a response rate of 32%, or 27% of all municipalities. Preliminary/draft results were distributed among respondents on February 6, 2017. Corrections were provided by 6 systems. The population of the municipalities represented in the survey, based on 2015 estimates from the State Demography Office, ranged from 76 persons (Town of Hartman) to 160,935 (City of Fort Collins). Tables showing detailed responses are attached.

What's Next

The survey asked what kinds of topics would be appropriate for future surveys, with the suggested topics of User Charges, Federal/State Mandates, Water Conservation offered as choices.

- User Charges: 39
- Federal/State Mandates: 22
- Water Conservation: 31
- System improvement fee: 1
- How others bill commercial: 1
- Treatment costs and water costs: 1

Based on survey responses and specific requests, the focus of the 2017 survey (again expected to be conducted in October) will be on water and wastewater rate structures, with particular emphasis on commercial water and sewer rates.

References

2014 AWWA/Raftelis Financial Consultants, Inc. Water and Wastewater Rate Survey

Colorado Municipal League and Colorado Special District Association: Water and Wastewater Utility Charges and Practices in Colorado (2012)

Colorado Municipal League: Water and Wastewater Utility Charges and Practices in Colorado (1997, 2004, 2007)

Data Tables

Table 1: In-City Customer Counts, Water & Sewer Rates, and Tap Fees

Table 2: Water System Inside/Outside Customers, Revenues, Rates and Tap Fees

Table 3: Wastewater System Inside/Outside Customers, Revenues, Rates and Tap Fees

Table 4: Respondent Profiles, Water Sources, Future Topics, Suggestions

Table 1: In-City Customer Counts, Rates, and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	How many individual residential water connections were served inside corporate limits for 2015?	What was the average monthly residential water bill for inside corporate limits for 2015?	What is the total water tap fee for a new single-family residence inside the corporate limits?	What is the monthly water charge for an inside residential customer using 10,000 gallons of water?	How many individual residential wastewater connections were served in 2015 inside corporate limits?	What was the average monthly residential wastewater bill for inside corporate limits for 2015?	What is the total wastewater tap fee for a new single-family residence inside the corporate limits?
Arvada, City of	32,966	\$28.17	\$19,000	\$18.35	33,469	\$20.30	\$5,799
Aspen, City of	2,658	\$36.80	\$15,472	\$19.90			
Bayfield, Town of	1,053	\$27.60	\$6,600	\$39.25	1,163	\$49.74	\$6,000
Black Hawk, City of	54		\$7,230	\$40.00			
Boone, Town of	134	\$102.58	\$1,500	\$73.60	134	\$13.00	\$1,000
Breckenridge, Town of	4,278	\$35.14	\$7,003	\$17.23			
Brookside, Town of	85	\$69.50	\$10,925	\$86.07			
Broomfield, City and County of	16,480	\$50.92	\$22,529	\$39.99	16,267	\$19.02	\$12,649
Buena Vista, Town of	1,650	\$39.00	\$6,000	\$43.00			
Calhan, Town of	319	\$44.67	\$3,000	\$58.53	312	\$32.00	\$3,000
Carbondale, Town of	2,073	\$58.24	\$6,450	\$36.69	1,961	\$58.24	\$4,420
Castle Rock, Town of	17,710	\$54.07	\$2,330	\$50.24	17,554	\$55.43	\$3,056
Cedaredge, Town of	1,123	\$42.18	\$8,000	\$37.24	1,211	\$33.20	\$4,000
Cheraw, Town of	106	\$25.00	\$1,000	\$26.50	100	\$16.50	
Cokedale, Town of	81	\$73.00	\$3,200	\$78.00	81	\$32.00	\$3,000
Collbran, Town of	220	\$33.00	\$4,500	\$33.00	220	\$33.00	\$4,500
Cortez, City of	2,742	\$38.01	\$4,190	\$37.90			
Creede, City of	300	\$39.39	\$3,000	\$39.39	300	\$15.96	\$3,000
Crowley, Town of	78	\$50.00	\$125	\$42.20	75	\$21.00	
De Beque, Town of	410	\$39.00	\$5,100	\$67.41	400	\$25.00	\$6,000
Delta, City of	2,935	\$34.50	\$4,400	\$41.90	3,260	\$25.00	\$5,250
Dolores, Town of	480	\$27.00	\$4,500	\$32.00	480	\$26.00	\$4,500
Durango, City of	6,742	\$33.13	\$5,733	\$49.14	5,412	\$35.31	\$2,023
Eckley, Town of	150	\$72.00	\$1,500	\$32.50	150	\$29.00	\$1,500
Estes Park, Town of	2,813	\$41.89	\$10,713	\$69.72			
Fort Collins, City of	32,229	\$38.76		\$40.34	32,360	\$37.52	\$720
Fraser, Town of	1,000	\$50.00	\$7,700	\$165.00	1,000	\$137.50	\$7,500
Frisco, Town of	1,200	\$48.00	\$4,301	\$48.00			
Georgetown, Town of	528	\$63.55	\$5,900	\$91.13	518	\$48.83	\$5,800
Glenwood Springs, City of	2,720	\$28.34	\$5,910	\$41.14	2,081	\$76.04	\$6,000
Grand Lake, Town of	880	\$46.00	\$6,500	\$46.00			
Hartman, Town of	45	\$35.00	\$125	\$35.00			
Hillrose, Town of	136	\$79.08	\$11,000	\$91.43	139	\$39.33	\$1,500
Hot Sulphur Springs, Town of	330	\$52.74	\$8,250	\$52.74	331	\$49.44	\$8,250
Ignacio, Town of	264	\$36.00	\$8,240	\$54.74	366	\$68.09	\$9,093
Julesburg, Town of	640	\$40.00	\$3,500	\$34.40	640	\$27.52	\$500
Kiowa Water/WW Authority	312	\$80.00	\$6,500	\$78.51	312	\$50.82	\$6,500
Kit Carson, Town of	134	\$61.95	\$250	\$54.45	133	\$25.00	\$450
Kremmling, Town of	420	\$48.00	\$4,800	\$52.00			
Lamar, City of	2,790	\$36.57	\$1,300	\$29.60	2,771	\$13.50	\$650
Lochbuie, Town of	2,200	\$65.00	\$6,500	\$80.00	2,200	\$60.00	\$6,600
Longmont, City of	25,079	\$25.66	\$8,420	\$31.47	25,011	\$30.32	\$5,860

Table 1: In-City Customer Counts, Rates, and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	How many individual residential water connections were served inside corporate limits for 2015?	What was the average monthly residential water bill for inside corporate limits for 2015?	What is the total water tap fee for a new single-family residence inside the corporate limits?	What is the monthly water charge for an inside residential customer using 10,000 gallons of water?	How many individual residential wastewater connections were served in 2015 inside corporate limits?	What was the average monthly residential wastewater bill for inside corporate limits for 2015?	What is the total wastewater tap fee for a new single-family residence inside the corporate limits?
Loveland, City of	23,103	\$30.44	\$295	\$37.70	22,986	\$23.92	\$265
Lyons, Town of	971	\$53.30	\$17,500	\$87.48	960	\$30.60	\$8,500
Manzanola, Town of	198	\$80.00	\$2,000	\$50.00	188	\$34.00	\$2,000
Minturn, Town of	580	\$79.00	\$9,500	\$79.00			
Monument, Town of	875	\$45.88	\$15,000	\$97.00			
Morrison, Town of	124	\$57.22	\$21,000	\$47.50	124	\$35.41	\$6,500
Nederland, Town of	716	\$61.66	\$15,554	\$86.20	550	\$165.00	\$9,231
Nucla, Town of	430	\$36.00	\$2,000	\$51.00	308	\$33.00	\$2,000
Nunn, Town of	194	\$55.00	\$9,500	\$74.00			
Oak Creek, Town of	508	\$55.25	\$5,000	\$55.25	503	\$47.23	\$5,000
Olney Springs, Town of	150	\$39.00	\$2,000	\$42.78	150	\$24.86	\$1,000
Peetz, Town of	100	\$25.00	\$2,000	\$25.00	100	\$20.00	\$1,000
Pierce, Town of	400	\$39.00	\$12,700	\$60.60	400	\$43.00	\$4,250
Poncha Springs, Town of	314	\$30.00	\$6,500	\$40.00			
Pritchett, Town of	65	\$32.00		\$31.40	82	\$11.00	
Raymer, Town of	50	\$25.00	\$1,200				
Red Cliff, Town of	152	\$149.00	\$7,500	\$168.00	152	\$37.00	\$7,500
Ridgway, Town of	430	\$45.47	\$4,500	\$33.75	374	\$35.00	\$5,000
Rockvale, Town of	260	\$70.00	\$7,600	\$80.00			
Rocky Ford, City of	1,300	\$45.00	\$500	\$56.19	1,200	\$29.80	\$500
Severance, Town of	1,060	\$35.00	\$10,150	\$41.25	1,150	\$25.00	\$5,250
Silver Plume, Town of	120	\$100.00	\$5,000	\$168.00	120	\$50.00	\$5,000
Telluride, Town of	1,100	\$40.00	\$18,000	\$50.00	1,320	\$35.00	
Thornton, City of	31,686	\$61.32	\$22,643	\$46.24	33,682	\$19.64	\$1,603
Westminster, City of	28,946	\$32.42	\$21,770	\$37.04	26,740	\$21.92	\$5,600
Wiggins, Town of	336	\$125.00	\$11,500	\$101.50	332	\$32.00	\$6,000
Williamsburg, Town of	273	\$70.00	\$5,625	\$87.57			
Windsor, Town of	6,208	\$35.91	\$9,400	\$52.54	6,726	\$20.00	\$4,400
Woodland Park, City of	3,200	\$35.00	\$11,800	\$83.00	2,940	\$26.00	\$6,200
Mean:		\$50.25	\$7,405	\$57.22		\$37.79	\$4,407
Median:		\$43.43	\$6,450	\$48.57		\$32.00	\$4,500
Responses:		70	69	70		53	49

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 2: Water System Inside/Outside Customers, Revenues, Rates and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	Overall, what percentage of total water user charge revenues in 2015 came from residential customers?	How many individual residential water connections were served inside corporate limits for 2015?	What percentage of total water user charge revenues came from residential customers inside corporate limits in 2015?	How many individual residential water connections were served in 2015 outside corporate limits?	What was the average monthly residential water bill for outside corporate limits for 2015?	What percentage of total water user charge revenues came from residential customers outside corporate limits in 2015?	What is the total water tap fee for a new single-family residence outside the corporate limits?
Arvada, City of	64	32,966	62	39	\$61.75	0.08	\$36,000
Aspen, City of	70	2,658	68	1,251	\$51.20	44	\$27,077
Bayfield, Town of	87	1,053	86	15	\$37.42	14	\$9,900
Black Hawk, City of	1	54	0				
Boone, Town of	100	134	100				
Breckenridge, Town of	76	4,278	68	1,365	\$27.84	32	\$8,753
Brookside, Town of	96	85	97				
Broomfield, City and County of	47	16,480	98	267	\$61.00	2	
Buena Vista, Town of	85	1,650	80	25	\$58.00	3	\$7,800
Calhan, Town of	78	319	98	2	\$45.00	1	\$3,000
Carbondale, Town of	88.8	2,073	85.6	77	\$43.20	3.17	\$10,125
Castle Rock, Town of	65	17,710	100				
Cedaredge, Town of	87	1,123	74	146	\$57.14	13	\$10,000
Cheraw, Town of	98	106	99				\$1,000
Cokedale, Town of	98	81	98				
Collbran, Town of	90	220	99	35	\$45.00	1	\$9,000
Cortez, City of	48	2,742	98	52	\$38.01	2	\$6,285
Creede, City of	75	300	75				\$4,500
Crowley, Town of	90	78	90	5	\$50.00	10	\$125
De Beque, Town of	90	410	80	90	\$39.00	20	\$10,200
Delta, City of	66	2,935	99	45	\$37.00	1	\$7,400
Dolores, Town of	95	480	90	25	\$35.00	10	\$5,500
Durango, City of	47	6,742	93.1	461	\$33.13	6.9	\$5,733
Eckley, Town of	97	150	97	6	\$74.00	3	\$1,500
Estes Park, Town of	61	2,813	37.3	1,323	\$67.81	23.9	\$10,713
Fort Collins, City of	57	32,229	100				
Fraser, Town of	80	1,000	80				
Frisco, Town of	45	1,200	97	40	\$48.00	3	\$4,301
Georgetown, Town of	57	528	100				
Glenwood Springs, City of	48.8	2,720	44.8	238	\$28.34	4	\$5,910
Grand Lake, Town of	70	880	90	30	\$86.00	10	\$1,300
Hartman, Town of	97	45	100	1	\$35.00	3	\$125
Hillrose, Town of	98	136	98				
Hot Sulphur Springs, Town of	63	330	58	3	\$105.48	2	\$16,500
Ignacio, Town of	68	264	98	5	\$45.00	2	\$8,440

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 2: Water System Inside/Outside Customers, Revenues, Rates and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	Overall, what percentage of total water user charge revenues in 2015 came from residential customers?	How many individual residential water connections were served inside corporate limits for 2015?	What percentage of total water user charge revenues came from residential customers inside corporate limits in 2015?	How many individual residential water connections were served in 2015 outside corporate limits?	What was the average monthly residential water bill for outside corporate limits for 2015?	What percentage of total water user charge revenues came from residential customers outside corporate limits in 2015?	What is the total water tap fee for a new single-family residence outside the corporate limits?
Julesburg, Town of	80	640	80	10	\$50.00	5	\$4,000
Kiowa Water/WW Authority	70	312	70				
Kit Carson, Town of	98	134	99	1	\$74.00	1	\$250
Kremmling, Town of	60	420	59	3	\$96.00	1	
Lamar, City of	62.5	2,790	96	101	\$73.14	4	\$1,300
Lochbuie, Town of	98	2,200	100				\$8,424
Longmont, City of	72	25,079	71	225	\$38.11	1	\$8,420
Loveland, City of	74	23,103	93	904	\$56.76	7	\$295
Lyons, Town of	79	971	100				\$17,500
Manzanola, Town of	90	198	80	5	\$85.00	2	\$2,000
Minturn, Town of	75	580	100				\$14,250
Monument, Town of	58.4	875	72.1	10	\$67.21	1.7	\$22,500
Morrison, Town of	40	124	98	2	\$100.13	2	\$36,750
Nederland, Town of	85	716	85				
Nucla, Town of	90	308	70	93	\$43.00	45	\$4,000
Nunn, Town of	89	194	91				
Oak Creek, Town of	82.2	508	81.5	18	\$82.89	3.9	\$10,000
Olney Springs, Town of	95	150	80	19	\$42.50	19	\$3,000
Peetz, Town of	95	100	96	4	\$37.50	4	
Pierce, Town of	80	400	98	2	\$78.00	2	\$25,400
Poncha Springs, Town of	73	314	100				
Pritchett, Town of	98	65	99	12	\$51.00	12	
Raymer, Town of	90	50	90				
Red Cliff, Town of	2	152	98	2	\$180.00	2	\$7,500
Ridgway, Town of	78	430	78				
Rockvale, Town of	100	260	99	2	\$65.00	1	\$7,600
Rocky Ford, City of	80	1,300	90	200	\$70.00	10	\$500
Severance, Town of	97	1,060	97	10	\$35.00	0.05	\$35,000
Silver Plume, Town of	90	120	90				\$10,000
Telluride, Town of	90	1,100	95	200	\$45.00	10	\$20,000
Thornton, City of	74	31,686	85	5,097	\$91.98	15	\$22,643
Westminster, City of	67	28,946	64.1	2,001	\$35.86	2.9	\$27,212
Wiggins, Town of	92	336	100				\$11,500
Williamsburg, Town of	100	273	100				
Windsor, Town of	88	6,208	88	7	\$97.46	0	\$14,100

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey

Table 2: Water System Inside/Outside Customers, Revenues, Rates and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	Overall, what percentage of total water user charge revenues in 2015 came from residential customers?	How many individual residential water connections were served inside corporate limits for 2015?	What percentage of total water user charge revenues came from residential customers inside corporate limits in 2015?	How many individual residential water connections were served in 2015 outside corporate limits?	What was the average monthly residential water bill for outside corporate limits for 2015?	What percentage of total water user charge revenues came from residential customers outside corporate limits in 2015?	What is the total water tap fee for a new single-family residence outside the corporate limits?
Woodland Park, City of	80	3,200	93	240	\$70.00	7	\$23,600
Mean:	\$76.84		\$86.25		\$59.89		10,763
Median:	\$80.00		\$93.00		\$51.10		8,424
Responses:	71		71		48		51

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 3: Wastewater System Inside/Outside Customers, Revenues, Rates and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	Overall, what percentage of total wastewater user charge revenues in 2015 came from residential customers.	What percentage of total wastewater user charge revenues came from residential customers living inside corporate limits in 2015?	Did your system provide wastewater services to residential customers living outside of the corporate limits in 2015?	How many individual residential wastewater connections were served in 2015 outside corporate limits?	What was the average monthly residential wastewater bill for customers outside corporate limits for 2015?	What percentage of total wastewater user charge revenues came from residential customers outside corporate limits in 2015?	What is the total wastewater tap fee for a new single-family residence outside the corporate limits?	Are residential wastewater customers billed a flat rate, a rate based on water consumption, or by other means?
Arvada, City of	65	65	Yes	246	\$20.30	0.8	\$5,799	Water Consumption
Bayfield, Town of	89	88	Yes	160	\$49.74	12	\$6,000	Flat Rate
Boone, Town of	100	100	No					Flat Rate
Broomfield, City and County of	46	100	No					Water Consumption
Calhan, Town of	78	100	No				\$3,000	Water Consumption
Carbondale, Town of	88.8	94.6	Yes	22	\$40.97	1		Water Consumption
Castle Rock, Town of	74	100	No					Flat Rate, Water Consumption
Cedaredge, Town of	91	88	Yes	32	\$44.40	3	\$6,000	Flat Rate
Cheraw, Town of	98	98	No				\$1,000	Flat Rate
Cokedale, Town of	98	98	No					Flat Rate
Collbran, Town of	90	90	Yes	10	\$40.00	1	\$9,000	Water Consumption
Creede, City of	65	65	Yes	65	\$15.96	10	\$2,750	Flat Rate
Crowley, Town of	10	10	Yes	3	\$25.15	3		Flat Rate
De Beque, Town of	95	100	No				\$12,000	Water Consumption
Delta, City of	75	100	No				\$10,500	Flat Rate
Dolores, Town of	95	95	Yes	15	\$35.00	5	\$5,500	Flat Rate
Durango, City of	40.7	93.1	Yes	350	\$70.26	6	\$2,023	Water Consumption
Eckley, Town of	97	97	Yes	3	\$32.00	3	\$1,500	Flat Rate
Fort Collins, City of	70	100	No				\$720	Water Consumption
Fraser, Town of	80	80	No					Flat Rate
Frisco, Town of								
Georgetown, Town of	74	72	Yes	187	\$48.83	28	\$5,800	Flat Rate
Glenwood Springs, City of	63	62	Yes	90	\$114.00	0.5	\$6,000	Water Consumption
Hillrose, Town of	98	99	No				\$3,000	Flat Rate
Hot Sulphur Springs, Town of	71	98	Yes	3	\$98.88	2	\$16,500	Flat Rate
Ignacio, Town of	68	77	No				\$9,093	Equiv. Res. Tap
Julesburg, Town of	80	80	No					Flat Rate
Kiowa Water/WW Authority	70	70	No					Water Consumption
Kit Carson, Town of	99	99	Yes	1	\$25.00	1	\$450	Flat Rate
Lamar, City of	75	69	Yes	55	\$23.50	6	\$650	Flat Rate
Lochbuie, Town of	98	48	Yes	2300		52	\$6,600	Water Consumption

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 3: Wastewater System Inside/Outside Customers, Revenues, Rates and Tap Fees

What is the name of the water and/or wastewater system which you are responding for?	Overall, what percentage of total wastewater user charge revenues in 2015 came from residential customers.	What percentage of total wastewater user charge revenues came from residential customers living inside corporate limits in 2015?	Did your system provide wastewater services to residential customers living outside of the corporate limits in 2015?	How many individual residential wastewater connections were served in 2015 outside corporate limits?	What was the average monthly residential wastewater bill for customers outside corporate limits for 2015?	What percentage of total wastewater user charge revenues came from residential customers outside corporate limits in 2015?	What is the total wastewater tap fee for a new single-family residence outside the corporate limits?	Are residential wastewater customers billed a flat rate, a rate based on water consumption, or by other means?
Longmont, City of	82	81	Yes	81	\$33.90	1	\$5,860	Water Consumption
Loveland, City of	73	70	Yes	343	\$72.00	4	\$265	Water Consumption
Lyons, Town of	86	98	Yes	15	\$55.26	3	\$8,500	Water Consumption
Manzanola, Town of	98	95	Yes	5	\$38.00	2	\$2,000	Flat Rate, Water Consumption
Morrison, Town of	43	98	Yes	2	\$61.96	2	\$11,375	Flat Rate
Nederland, Town of	85	85	No					Water Consumption
Nucla, Town of	90	90	No				\$4,000	Water Consumption
Oak Creek, Town of	86.6	84.4	Yes	9	\$70.84	2.3	\$10,000	Flat Rate
Olney Springs, Town of	95	95	No					Flat Rate
Peetz, Town of	95	95	Yes	2	\$20.00	2	\$1,000	Flat Rate
Pierce, Town of	90	97	Yes	3	\$43.00	2	\$8,500	Flat Rate
Pritchett, Town of	99	98	Yes	10	\$11.00	9		Flat Rate
Red Cliff, Town of	98	99	Yes	3	\$39.00	1	\$7,500	Water Consumption
Ridgway, Town of	72	100	No					Flat Rate
Rocky Ford, City of	80	95	Yes	100	\$44.70	5	\$500	Flat Rate
Severance, Town of	97	97	No					Flat Rate
Silver Plume, Town of	90	90	No				\$10,000	Flat rate plus usage
Telluride, Town of	100	95	Yes	325	\$45.00	5		Flat Rate
Thornton, City of	88	88	Yes	5,159	\$29.48	12	\$1,603	Water Consumption
Westminster, City of	82	49	Yes	1999	\$24.99	4.2	\$7,000	Water Consumption
Wiggins, Town of	91	100	No				\$6,000	Water Consumption
Windsor, Town of	54	54	No					Flat Rate
Woodland Park, City of	80	85	Yes	240	\$44.00	15	\$12,400	Flat Rate, Water Consumption
Mean:	81%	86%	Yes: 31		\$43.90		5,686	Flat: 28
Median:	86%	95%	No: 22		\$40.49		5,860	Consumption: 20
Responses:	53	53			30		37	Other: 5

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 4: Respondent Profiles, Water Sources, Future Topics, Suggestions

What is the name of the water and/or wastewater system which you are responding for?	What is your name?	Please select the title most representative of your position with the system you are responding for?	During 2015, what was the primary source of your system's water?	What other water or wastewater topics would you like to be surveyed in future annual surveys.	Do you have any other suggestions for improving the annual survey?
Arvada, City of	James Sullivan	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	
Aspen, City of	Lee Ledesma	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	
Bayfield, Town of	Chris La May	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering, Ave. Water Consumed / SFR	
Black Hawk, City of	Jim Ford	Public Works/System Operations/Engineering	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	
Boone, Town of	Barbara Berry	Financial Management/Administration	Ground Water		
Breckenridge, Town of	Kathy Robinson	Financial Management/Administration	Surface Water	Water Conservation and Metering	No
Brookside, Town of	Renee Bolkema	Town Clerk	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs	
Broomfield, City and Cot	Patricia Soderberg	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs	
Buena Vista, Town of	Brandy Reitter	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	
Calhan, Town of	Cindy Tompkins	Financial Management/Administration	Ground Water		
Carbondale, Town of	Mark O'Meara	Public Works/System Operations/Engineering	Ground Water, Surface Water	Water Conservation and Metering	
Castle Rock, Town of	Anne Glassman	Financial Management/Administration	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	No
Cedaredge, Town of	Kathleen Ann Sickles	Chief Executive Officer/Manager	Ground Water, Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	Provide access to all questions. The submit button can be greyed out until all questions are answered.
Cheraw, Town of	April Gibson	Town Clerk	Ground Water		
Cokedale, Town of	Kathy Kumm	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs	na
Collbran, Town of	Davis Farrar	Chief Executive Officer/Manager	Ground Water, Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	
Cortez, City of	Philip Johnson	Public Works/System Operations/Engineering	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 4: Respondent Profiles, Water Sources, Future Topics, Suggestions

What is the name of the water and/or wastewater system which you are responding for?	What is your name?	Please select the title most representative of your position with the system you are responding for?	During 2015, what was the primary source of your system's water?	What other water or wastewater topics would you like to be surveyed in future annual surveys.	Do you have any other suggestions for improving the annual survey?
Creede, City of	Clyde Dooley	Chief Executive Officer/Manager	Ground Water	Water Conservation and Metering	no
Crowley, Town of	Darla Wyeno	Financial Management/Administration	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	
De Beque, Town of	Lance Stewart	Chief Executive Officer/Manager	Surface Water		
Delta, City of	Steve Glammeyer	Chief Executive Officer/Manager	Surface Water		
Dolores, Town of	Randy McGuire	Public Works/System Operations/Engineering	Ground Water	Federal and State Mandate costs	
Durango, City of	Mary Beth Mlies	Assistant to the City Manager	Surface Water		
Eckley, Town of	Shawnee Shell	Financial Management/Administration	Ground Water	Water Conservation and Metering	
Estes Park, Town of	Reuben Bergsten	Director of Utilities	Surface Water		It would be good to know miles of distribution and number of treatment plants for each system. We are rural with low density which increases our cost per mile of pipe. We are isolated (no interconnection with others for backup supply) so we have redundant treatment plants, which increases our costs. This information would help when comparing costs.
Fort Collins, City of	Lance Smith	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	Tap fees may vary by the size of the single family home so a standard lot size should be stated in the survey to ensure accurate comparisons between cities
Fraser, Town of	Jeff Durbin	Chief Executive Officer/Manager	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	no
Frisco, Town of	Jeff Goble	Public Works/System Operations/Engineering	Ground Water, Surface Water	Federal and State Mandate costs, Water Conservation and Metering	
Georgetown, Town of	Mary Sims	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	
Glenwood Springs, City of	Robin Millyard	Public Works/System Operations/Engineering	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering, System Improvement Fees	Not at this time
Grand Lake, Town of	David Johnson	Public Works/System Operations/Engineering	Ground Water	Federal and State Mandate costs	

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 4: Respondent Profiles, Water Sources, Future Topics, Suggestions

What is the name of the water and/or wastewater system which you are responding for?	What is your name?	Please select the title most representative of your position with the system you are responding for?	During 2015, what was the primary source of your system's water?	What other water or wastewater topics would you like to be surveyed in future annual surveys.	Do you have any other suggestions for improving the annual survey?
Hartman, Town of	Janet Marriott	Financial Management/Administration	Ground Water		
Hillrose, Town of	Lynn Golemboski	Chief Executive Officer/Manager	Ground Water		
Hot Sulphur Springs, Town of	Sandy	Town Clerk	Surface Water		
Ignacio, Town of	Mark Garcia	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	
Julesburg, Town of	Allen Coyne	Chief Executive Officer/Manager	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	
Kiowa Water/WW Authority	Michelle Oeser	Financial Management/Administration	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.)	no
Kit Carson, Town of	Christie Johnson	Town Clerk	Ground Water		no
Kremmling, Town of	mark	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	no
Lamar, City of	John Sutherland	Chief Executive Officer/Manager	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.)	I appreciate having it available. The questions asked are the info we need.
Lochbuie, Town of	Jeff Rabas	Contractor/Consultant	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.)	No
Longmont, City of	Becky Doyle	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	
Loveland, City of	Michelle Erickson	Technical Specialist	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	
Lyons, Town of	Lagenia Reimer	Utility Billing Clerk	Surface Water	Federal and State Mandate costs	no
Manzanola, Town of	Sylvia Watkins	Governing Board/Elected Official	Ground Water		
Minturn, Town of	Jay Brunvand	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	
Monument, Town of	Thomas A. Tharnish	Public Works/System Operations/Engineering	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	
Morrison, Town of	Kara Zabilansky	Chief Executive Officer/Manager	Surface Water	How others bill commercial	
Nederland, Town of	Kathy Weiss	Admin / Utilities Billing	Surface Water		
Nucla, Town of	Tracy Smith	Financial Management/Administration	Surface Water	Federal and State Mandate costs	NO

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 4: Respondent Profiles, Water Sources, Future Topics, Suggestions

What is the name of the water and/or wastewater system which you are responding for?	What is your name?	Please select the title most representative of your position with the system you are responding for?	During 2015, what was the primary source of your system's water?	What other water or wastewater topics would you like to be surveyed in future annual surveys.	Do you have any other suggestions for improving the annual survey?
Nunn, Town of	Cathy Payne	Town Clerk/Treasurer	Surface Water	Water Conservation and Metering	No
Oak Creek, Town of	Mary Alice Page-Allen	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	
Olney Springs, Town of	Myrna Wilson	Town Clerk	Ground Water		
Peetz, Town of	Dawn Fiscus	Financial Management/Administration	Ground Water	Federal and State Mandate costs	
Pierce, Town of	Pat Larson	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	
Poncha Springs, Town of	Brian Berger	Financial Management/Administration	Ground Water	Federal and State Mandate costs	
Pritchett, Town of	Reva Phillips	Financial Management/Administration	Ground Water		
Raymer, Town of	Sharon Fiscus	town clerk	Ground Water		
Red Cliff, Town of	Barb Smith	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs	
Ridgway, Town of	Joanne	Public Works/System Operations/Engineering	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	Having the questions in advance of the survey would allow one to have the requested data available rather than needing to find it as you go. For the last question we used annual averages for the billing program to get the numbers.
Rockvale, Town of	Ronald W Woodring	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.)	treatment costs or water costs
Rocky Ford, City of	Luke James	Public Works/System Operations/Engineering	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.)	no
Severance, Town of	John C. Holdren	Chief Executive Officer/Manager	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	no
Silver Plume, Town of	Tammy Sanford	Financial Management/Administration	Surface Water	Water Conservation and Metering	
Telluride, Town of	Kenneth Goldsworthy	Public Works/System Operations/Engineering	Surface Water	Federal and State Mandate costs, Water Conservation and Metering	no
Thornton, City of	Rachel Walsh	Financial Management/Administration	Surface Water		
Westminster, City of	Brian Donahue	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Water Conservation and Metering	Yes. Allow us to save the survey as a PDF before we submit.

2016 Colorado Municipal Water and Wastewater Utility Charges and Practices Survey
Table 4: Respondent Profiles, Water Sources, Future Topics, Suggestions

What is the name of the water and/or wastewater system which you are responding for?	What is your name?	Please select the title most representative of your position with the system you are responding for?	During 2015, what was the primary source of your system's water?	What other water or wastewater topics would you like to be surveyed in future annual surveys.	Do you have any other suggestions for improving the annual survey?
Wiggins, Town of	Paul Larino	Chief Executive Officer/Manager	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs	
Williamsburg, Town of	Lucinda Ricotta	Chief Executive Officer/Manager	Ground Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	no
Windsor, Town of	Jessica Scheopner	Financial Management/Administration	Surface Water	User Charge Structures (for example block rate, conservation incentives, etc.), Federal and State Mandate costs, Water Conservation and Metering	
Woodland Park, City of	David Buttery	City Manager	Ground Water, Surface Water		

Rico Planning Commission Memorandum

Date: May 21, 2018

TO: Town of Rico Planning Commission and Joe Croke (applicant)
FROM: Kari Distefano, Rico Town Manager
SUBJECT: Croke Application for Variance

Mr. Croke is proposing to build seven dwelling units on Lots 24 - 30, Block 3, Town of Rico. To accomplish this, he is seeking several variances. The Rico Planning Commission is authorized to review proposed variances and to make recommendations to the Rico Board of Adjustments. The following is a list of variances that he would like to request from the Rico Board of Adjustments.

1. An exemption from the requirements of environmental development permits necessary to build on Lots 24 and 25, which lie in an avalanche hazard,
2. Exemptions from the seven-foot side yard setback, which are required in commercial areas.
3. Reduction of the five-foot rear yard setback to three feet.
4. An exemption from Town of Rico Ordinance 2008-2, which requires that \$8,500 be paid for each water tap.
5. An agreement with the Town of Rico to allow fill dirt to be placed on the Town of Rico Property lying to the west of Lots 24 - 30.

He explains in the narrative attached to this memo why he is requesting these variances. For your convenience I have included the following standards for review from the Rico Land Use Code.

Standards for Review for Variances According to Section 434.6 of the Rico Land Use Code

1. There are special circumstances existing on the property on which the application is made related to size, shape, area, topography, surrounding conditions, access, and location that do not apply generally to other property in the same area and Zone District;
2. the Variance will not unduly impact such things as: snow removal, streetscapes, separation of buildings for fire protection, and opportunity for off-street parking, which are provided by minimum setbacks; solar access, and protection of neighbors views to the surrounding mountains, which are provided by maximum building heights; continuity of design,

minimization of visual impact, and provision of minimal yard area, which is provided by maximum floor areas (particular attention shall be given to the impacts of the Variance on neighbors); and,

3. the Variance, if granted, will not constitute a material detriment to the public welfare or injury to the use, of property in the vicinity; and,
 4. the Variance is not sought to relieve a hardship to development of the property which has been created by the Applicant; and,
 5. that the proposed use is a permitted use in the underlying Zone District.
- **Notification of neighboring property owners** - As per section 562.3 owners within 200' of the proposed subdivision shall be notified. Proof of mailing to property owners within 200 feet of the proposed subdivision in accordance with section 562.3 is included in the application.
 - **Other Comments** - Regarding the avalanche path, I agreed with Mr. Croke, when this issue first came up, that the avalanche hazard map should be updated. To that end, I hired Chris Wilbur, the engineer who provided Rico with the original hazard maps, to update them. His report will be discussed following the review of the Kyle Subdivision Application and the Croke Variance application at the May Rico Planning Commission meeting. It is my understanding that a building application for a structure in the avalanche zone prior to Mr. Croke's application was turned down. We should ensure that we are applying the same rules to everyone or have a defensible reason not to. This reason could be updated avalanche information.

The setback regulations in the commercial zones are somewhat inconsistent with the fact that smaller lots (2,500 square feet) are allowed in the commercial zones. The existing setback requirements reduce the square footage of a lot in the commercial zone to 11'x73' or 803 square feet. This is an inadequate area for most structures. Concerns about snow sliding off roofs could be mitigated with snow guards. The applicant should consult the Rico Fire Department to ensure that they have no reservations about the proximity of the buildings. Efforts should be made to reduce the cookie-cutter appearance of the buildings.

With the exception of Telluride, which charges \$20,000, Rico's water tap fees are higher than those in neighboring towns and what could be considered peer communities. Cortez charges \$6,285, Dolores charges \$5,500, Nucla charges \$4,000, Durango charges \$5,733. It is important to note that tap fees in Rico are so infrequent that we cannot depend on them to offset maintenance costs. Maintenance costs come from user fees. While I understand the concern about speculators buying up cheaper tap fees, requiring the purchase of the tap fee to be made with the payment of a building permit could mitigate that situation.

From: Kari Distefano townmanager@ricocolorado.gov
Subject: Variance Application
Date: May 8, 2018 at 1:58:49 PM
To: Joe Croke jvcroke@yahoo.com

VARIANCE APPLICATION - TOWN OF RICO

Applicant Name: JOE CROKE Phone No. 970 708 7747
Address PO. BOX 8 Fax No. _____
RICO, CO. 81332 E-Mail: JVCROKE@YAHOO.COM

Street Address and Legal Description of Subject Property:

LOTS 24-30, BLOCK 3 - SOUTH ARGENTINE ST.

Zone District of Subject Property: CM (COMMERCIAL)

Description of Variance Request (cite Rico Land Use sections for which variance is sought. Attach additional sheet if necessary):

SEE ATTACHED

Reasons Variance Should be Granted (attach additional sheet if necessary):

SEE ATTACHED

Attach a site plan and any other information necessary to clearly demonstrate eligibility for the requested Variance based on the application requirements in §430 and review standard in §436 of the Rico Land Use Code. Attach a mailing list with names, addresses, and property owned of all property owners within 200 feet of subject property with certificate of mailing and full Variance application payment of \$200.00.

I swear that the information provided in this application is true and correct and that I am the owner of the property or otherwise authorized to act on behalf of the owner of the property.

Signature: [Signature] Date: MAY 10, 2018

FOR TOWN USE ONLY:

Date Application Received: _____ Date of Hearing: _____

Application Fee Received: _____ Board of Adjustments Action: _____

Application Complete: _____ Approval Subject to Conditions: _____

Mailing Notice Complete: _____ Application Reviewed by: _____

Variance Request 1:

Applicant requests that a variance be granted exempting the property from the provisions of Article VIII, Sections 800, 802.1, and 808.1. This section of the Land Use Code (LUC) concerns Environmental Development Permits, and specific to the property, the Avalanche Hazard Map.

Reasons the Variance Should Be Granted:

The Avalanche Hazard Map is vague, not based in fact, does not adequately define the potential hazard boundaries, and constitutes an unreasonable burden on the applicant to prove that it does not apply. Further, the engineer who created the map, Chris Wilbur, admitted that the depicted boundaries are random and do not accurately outline the hazard, if any exists. The Preface to his map contains the statement that the map should be regularly updated, he based his map on one prepared in the 1970's, and that it was prepared for planning purposes only, not for "evaluating individual sites, lots, or properties."

Variance Request 2:

Applicant requests that a Variance be granted from the setback provisions contained in the Section 252 of the LUC, Commercial Design Regulations.

Reasons the Variance Should Be Granted:

The side yard setback requirement of 7 feet restricts the construction of buildings on a 25 foot lot to structures no greater than 11 feet wide. Clearly when we drafted this portion of the LUC we anticipated that the commercial setback requirements would change. The Historic Commercial District Design Regulations allow 0 foot setbacks (0 lot line) for both front and side. The Applicant requests that the setbacks mirror the Historic Commercial guidelines to permit development in the Commercial District which is viable and in design continuity with the Main Street commercial area of Town. The small house concept fits in the overall concept of a pedestrian oriented Main Street and off Main street community.

Variance Request 3:

Applicant requests a variance from Town Ordinance 2008-2, Establishing Water Tap Fees.

Reasons the Variance Should Be Granted:

The residential tap fee of \$8,500 is high relative to fees charged in other communities in the region. Combined with the \$1,500 installation fee, \$10,000 is a prohibitively high cost added to the overall cost of construction of a single family home which in turn makes development of affordable housing impossible. The owner of a single family lot trying to build a home on a budget is further discouraged from building by the exorbitant tap fee. The proposed Tap Fee for the project is requested to be \$2,500 per tap in addition to the \$1,500 installation fee. The total fee of \$4,000 is consistent with other localities and should be adopted as the Town's tap fee. The development currently has 1 tap and will have to purchase 6 additional taps at a cost of \$24,000, assuming a variance is granted. At the current rate the additional 6 taps will cost \$60,000.

Other Requests not requiring Variance from the LUC:

1. Applicant Requests that the Planning and Zoning Commission reaffirm, and the Town Board confirm, its approval of a 3 foot setback from the westerly lot line for construction of an Absorption Field (leach field) on the lots. The design of the onsite waste water treatment facility requires a field that is 150 feet long and 13 feet wide to treat liquid waste water as it flows from 7 individual septic tanks. State design guidelines set forth a 10 foot setback from property lines but defers the final decision making to town authority. The Town Manager has spoken with Chuck Cousino of the State Health Department regarding the issue.
2. Applicant requests that the Town permit the fill and vegetation of Town property adjacent to the west edge of the development. This will allow for the creation of useable public open space next to the development for use by homeowners and the public. The area will be graded and vegetated with native grasses and trees.

April 8, 2018

Kari Distefano
Town Manager
Town of Rico

Re: Avalanche Hazard Map

Dear Kari;

Attached for your reference are the following:

1. Documentation for Hazard and Constraints Maps- Chris Wilbur 1995;
2. Rico Town Plat with avalanche overlay- Wilbur 1995;
3. Memo Wilbur to Croke April 5, 2018;
4. Rico LUC, Art. I, Sec.104; and Art. VIII, Sec.807.1 A; and
5. Article from RGS Story Vol. I, Pg. 369.

I've highlighted sections of the documents which pertain to the assertion that the New Years (Speer) slide may affect the development of lots 24 and 25, Block 3 in Rico. Given the totality of information in the documents, as well as personal interviews I conducted it's plainly apparent that the slide path is not a hazard to our property or other platted lots as depicted by Wilbur's mapping. I've spoken with Todd Jones (regional supervisor for CDOT), who was born here and who oversees slide control for the State. He said that he's never seen the slide run, has never conducted avalanche control on the slide and does not plan to in the future. I also heard the Yellowman sisters say that they don't recall it sliding. I spoke with Bob Robertson and Jim Britton, both of whom moved here in 1970. They cannot recall it ever sliding. Interestingly, Wilbur claims as a reference a discussion with Todd's dad Myron apparently regarding the slide, but does not say what Myron told him. These conversations and visual observations of the supposed slide path only serve to indicate that slide potential is negligible.

My discussion with Wilbur on April 4, 2018 yielded nothing which would lead one to think that the slide path, as depicted in his mapping, is a hazard. He admitted that his data was copied from mapping done by Art Mears in 1970. He further attributed weight to an article printed in 1932 in the Rico Item newspaper reporting that a slide destroyed the "Butler house" east of the highway trapping but not killing the Speer family on February 8, 1932. Hence the name Speer slide, inaccurately named the Spear slide by Wilbur. Wilbur went on to say that his mapping has a 10-20 meter discrepancy factor and that the point of the Sharpie he used to draw the boundary is itself 10 meters wide on the plat. Put in terms of feet that's 35-70 feet of margin of error in addition to 35 feet of Sharpie line. Combined the "fudge" factor is the equivalent of 1.5 to 3 lot widths. The Sharpie line alone is one and a half lots wide.

Perhaps the most telling statements which demonstrates the irrelevance of the hazard maps is found in the forward to Wilbur's documentation accompanying the maps are the statements that the "maps should be updated periodically to reflect additional or improved information as it becomes available". Further, he states that "all hazard and constraint boundaries are approximate. Many of the boundaries are transitional over considerable distances". Most compelling is the

statement that "These maps are not intended for evaluating individual sites, lots or properties. They are intended for planning purposes only." On page 11 of the documentation he states that the map is based on "limited historical information" and that allowances should be made for amendments to the map to account for "additional data, improved methodology or more detailed studies."

Based on the foregoing, it is clear that application of the avalanche hazard map and thereby the provisions of Environmental Permit Regulations do not apply to Lots 24-30, Block 3 and the proposed development on those lots. Absent new and updated data this hazard map should not affect the potential for development on these lots or any others to which it purportedly applies. Before applying the map the Town needs to conduct new studies including aerial reconnaissance, boundary surveying, tree growth studies and on the ground exploration. Therefore I graciously ask that you rescind your recommendation that I be required to obtain an engineer's letter which refutes that the Avalanche Hazard map should apply.

Thank you for your consideration in this regard.

Very Truly Yours,

Joe Croke

CC: David Ballode



AFFIDAVIT OF MAILING PUBLIC NOTICE LETTER

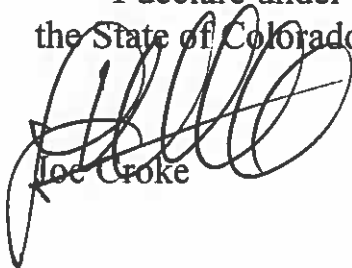
Town of Rico
Town of Rico
P.O. Box
Rico, Colorado, 81332

Re: Certification and Affidavit of Mailing Public
Notice Letter for Lots Lots 24 – 30, Block 3, Town of Rico.

I hereby declare that I, Joe Croke, mailed a copy of the Town approved, enclosed public letter via U.S. First Class Mail, postage prepaid thereon on May 8, 2018 to the attached list of property owners. The public notice letter was prepared and mailed in accordance with the public noticing requirements of the Rico Land Use Code. The public notice letter was placed in the mail on May 8, 2018, which was 20 days prior to the public hearing(s) to be held on May 30th and June 20th 2018. The list of property owners includes all lot and condominium property owners located within 200 feet of the boundary of the existing or proposed lot(s). The adjacent property owner list was compiled from the Dolores County GIS website or Assessors Office.

Attached is the copy of the noticing letter, list of all property owners noticed, including their lot number and mailing address, a copy of the vicinity map mailed with the noticing letter, and a map showing all lots that were included within the 200 foot noticing area.

I declare under penalty of perjury under the laws of the State of Colorado that the foregoing is true and correct.


Joe Croke

Liam and Kimberly Chamberlain
PO Box 403
Placerville, Co 91430

Ferguson Revocable Trust
33407 N 53rd Place
Cave Creek, AZ 85331

John Burl and Corinna Lunsford
1743 E. La Salle Rd.
Phoenix, Az 85086

Kathryn Myers
1156 Evergreen Path
Happy Jack, Az 86024

Camels Garden Partners
PO Box 1365
Telluride, Co 81435

Susan and Larry Steele
89263 E Eraviapa Rd.
Winkelman, AZ 85192

Red Yankee LLC
PO Box 37
Telluride, Co 81435

Rico Suave LLC
PO Box 2338
Abilene , Tx 79604

NOTICE OF PENDING VARIANCE APPLICATION

May 4, 2018

RE: Public Hearing on Variance Application

Dear Property Owner,

You are receiving this public notice as required by the Town of Rico Land Use Code because you own property within 200 feet of a proposed variance.

Name of Applicant: Joe Croke

Type of Development Application(s): Variance

Legal Description: Lots 24 – 30, Block 3, Town of Rico

Address: Rico, Colorado

Lot or Site Size: 7 2,500 square foot lots

Review Authority: Rico Planning Commission and Rico Board of Trustees

Rico Planning Commission Hearing Date: May 30th, 2018

Rico Board of Trustee's Hearing Date: June, 20th, 2018

Location of Public Hearing: Rico Town Hall, 2 Commercial Street, Rico Colorado, 81332

Send emailed comments addressed to the townmanager@ricocolorado.gov

Or by surface mail to:

Kari Distefano

Town of Rico

PO Box 9

Rico Colorado, 81332

VICINITY MAP



April 8, 2018

Kari Distefano
Town Manager
Town of Rico

Re: Avalanche Hazard Map

Dear Kari;

Attached for your reference are the following:

1. Documentation for Hazard and Constraints Maps- Chris Wilbur 1995;
2. Rico Town Plat with avalanche overlay- Wilbur 1995;
3. Memo Wilbur to Croke April 5, 2018;
4. Rico LUC, Art. I, Sec.104; and Art. VIII, Sec.807.1 A; and
5. Article from RGS Story Vol. I, Pg. 369.

I've highlighted sections of the documents which pertain to the assertion that the New Years (Speer) slide may affect the development of lots 24 and 25, Block 3 in Rico. Given the totality of information in the documents, as well as personal interviews I conducted its plainly apparent that the slide path is not a hazard to the our property or other platted lots as depicted by Wilbur's mapping. I've spoken with Todd Jones (regional supervisor for CDOT), who was born here and who oversees slide control for the State. He said that he's never seen the slide run, has never conducted avalanche control on the slide and does not plan to in the future. I also heard the Yellowman sisters say that they don't recall it sliding. I spoke with Bob Robertson and Jim Britton, both of whom moved here in 1970. They cannot recall it ever sliding. Interestingly, Wilbur claims as a reference a discussion with Todd's dad Myron apparently regarding the slide, but does not say what Myron told him. These conversations and visual observations of the supposed slide path only serve to indicate that slide potential is negligible.

My discussion with Wilbur on April 4, 2018 yielded nothing which would lead one to think that the slide path, as depicted in his mapping, is a hazard. He admitted that his data was copied from mapping done by Art Mears in 1970. He further attributed weight to an article printed in 1932 in the Rico Item newspaper reporting that a slide destroyed the "Butler house" east of the highway trapping but not killing the Speer family on February 8th 1932. Hence the name Speer slide, inaccurately named the Spear slide by Wilbur. Wilbur went on to say that his mapping has a 10-20 meter discrepancy factor and that the point of the Sharpie he used to draw the boundary is itself 10 meters wide on the plat. Put in terms of feet that's 35-70 feet of margin of error in addition to 35 feet of Sharpie line. Combined the "fudge" factor is the equivalent of 1.5 to 3 lot widths. The Sharpie line alone is one and a half lots wide.

Perhaps the most telling statements which demonstrates the irrelevance of the hazard maps is found in the forward to Wilbur's documentation accompanying the maps are the statements that the "maps should be updated periodically to reflect additional or improved information as it becomes available". Further, he states that "all hazard and constraint boundaries are approximate. Many of the boundaries are transitional over considerable distances". Most compelling is the

statement that "These maps are not intended for evaluating individual sites, lots or properties. They are intended for planning purposes only." On page 11 of the documentation he states that the map is based on "limited historical information" and that allowances should be made for amendments to the map to account for "additional data, improved methodology or more detailed studies."

Based on the foregoing, it is clear that application of the avalanche hazard map and thereby the provisions of Environmental Permit Regulations do not apply to Lots 24-30, Block 3 and the proposed development on those lots. Absent new and updated data this hazard map should not affect the potential for development on these lots or any others to which it purportedly applies. Before applying the map the Town needs to conduct new studies including aerial reconnaissance, boundary surveying, tree growth studies and on the ground exploration. Therefore I graciously ask that you rescind your recommendation that I be required to obtain an engineer's letter which refutes that the Avalanche Hazard map should apply.

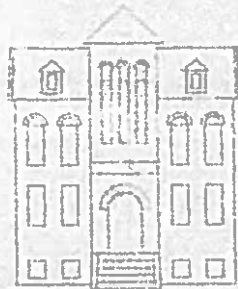
Thank you for your consideration in this regard.

Very Truly Yours,


Gabe Croke

Cc; David Ballode

*DOCUMENTATION
FOR HAZARD &
CONSTRAINT MAPS*



*TOWN OF RICO,
COLORADO*

prepared by

Chris Wilbur, P.E.
Doug Bradley
Durango, Colorado
(970) 247-1488

September 1995

FORWARD

The purpose of this documentation is to describe the methods used to create the accompanying Hazard and Constraint Maps. Recommendations are made concerning hazard mitigation and avoidance. The Hazard and Constraint Maps and accompanying documentation should be updated periodically to reflect additional or improved information as it becomes available.

All maps, except the flood hazard map were done at a scale of 1:4,800. The flood hazard map was originally done at a scale of 1:1,200, but is presented at 1:2,400. The hazard boundaries were digitized in AutoCAD™ Version 12.0 by INDACAD of Durango Colorado. All hazard and constraint boundaries are approximate. Many of the boundaries are transitional over considerable distances. Plotting at different scales should not be permitted to imply accuracy beyond scales at which the maps were originally presented. These maps are not intended for evaluating individual sites, lots or properties. They are intended for planning purposes only.

Chris Wilbur
Douglas Bradley

September 12, 1995

TABLE OF CONTENTS

FORWARD	i
FLOOD HAZARDS	1
AVALANCHE HAZARDS	7
GEOLOGIC HAZARDS	13
MINING-RELATED HAZARDS	26
WILDFIRE HAZARDS	30
WILDLIFE HABITAT	32
WETLANDS	41

APPENDICES

FLOOD MODEL HEC-2 INPUT FILE	A-1
AVALANCHE INFORMATION	B-1
WILDFIRE INFORMATION	C-1
WILDLIFE HABITAT INFORMATION	D-1

AVALANCHE HAZARDS

Introduction

Avalanches hazards pose a significant threat to life and property in and around the Town of Rico. Two avalanche paths are of the greatest concern due to their proximity to the Town and their high potential impact pressures. The Spear Slide (a.k.a. the New Years Slide) and the Dolores Slide (a.k.a. the Pasture Slide) were analyzed using statistical and dynamic modelling.

Return Periods

The average return periods for large avalanches for both the Spear Slide and the Dolores Slide are estimated to be between 50 and 150 years based on historic records and vegetative indicators. Limited historic records do not allow more accurate estimates of return periods. The Colorado Department of Transportation estimates an annual probability of the Spear Slide reaching Highway 145 of 0.02 or a return period of 50 years (ref. 1).

Path Widths

Avalanche path widths were determined by examining aerial and ground photographs of various dates and scales (refs. 2, through 6). The data were supplemented by field measurements made on traverses across the paths. Tree species, size and damage were noted on each traverse. Boundaries in treeless areas were determined by projecting the path direction with consideration for confinement and/or lateral spreading based on topography. The resulting path boundaries were compared with existing avalanche hazard maps (refs. 1, 7, 8 and Appendix B).

Runout Distances

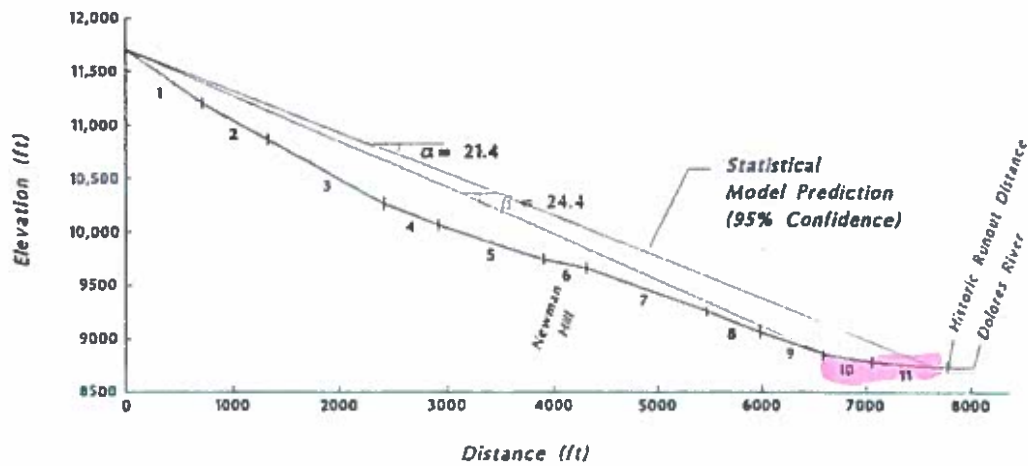
Avalanche runout distances were evaluated based primarily on the historic limits of runout. Newspapers, photographs and verbal accounts were used as sources of information.

A statistical avalanche runout method (ref. 9) was applied to the Spear Slide and the Dolores Slide. Predicted runout distances were increased to account for statistical uncertainty corresponding to a 95 percent confidence limit. Figure 2-1 shows the results of the model. The model predicts a runout distance close to observed historic runout distance for the Spear Slide. However, the predicted runout distance for the Dolores Slide is longer than any reported to date. Extreme avalanches of the Dolores Slide encounter the topographic obstacle of Knob Hill. The model does not account for energy dissipated by changes in momentum at bends or the effects of dense vegetation in the path of long return period avalanches.

Impact Pressures

An avalanche dynamics model was applied to the Spear and Dolores Avalanche paths for the purpose of estimating relative impact pressures and dividing the hazard areas into different zones. The two-parameter model (ref. 10) was used to calculate mean velocities at several points along each path. Friction coefficients of 0.2 and 0.3 were assumed for slopes above and below 10 degrees, respectively. The mass to dynamic drag ratio was adjusted until the runout distance matched the previously determined runout distances. Impact pressures were calculated based on an assumed average flow density of 100 kg/m³. Figure 2-1 and Tables 2-1 and 2-2 show the path geometry and results of each analysis.

Spear Avalanche Path



Dolores Avalanche Path

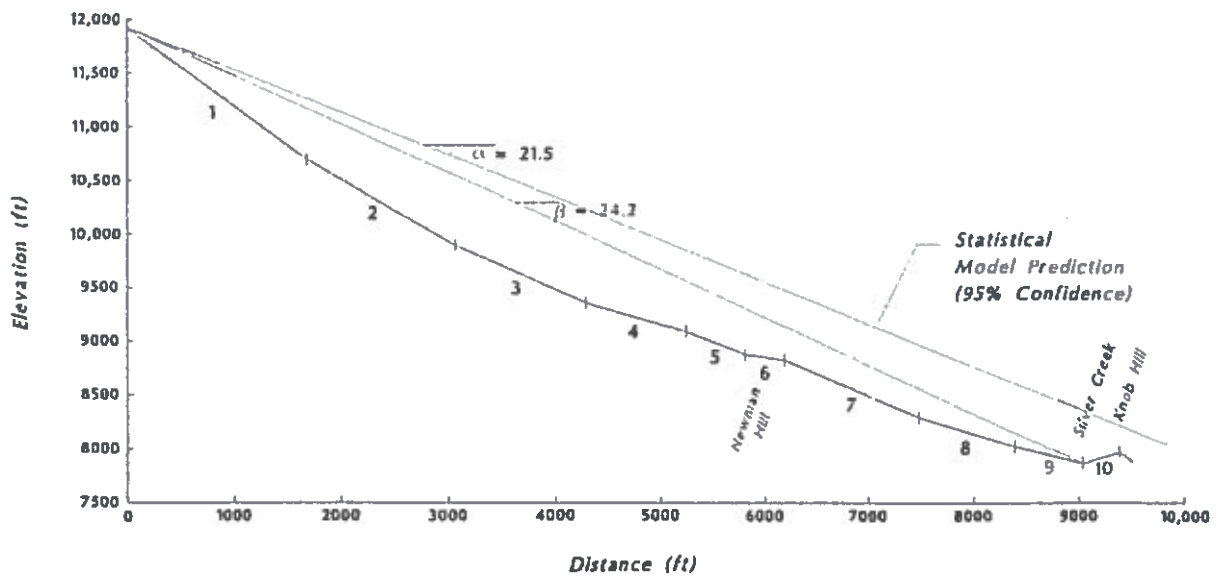


FIGURE 2-1

Spear and Dolores Avalanche Paths
Geometry and Statistical Model Runout Predictions

TABLE 2-1
Spear Slide - PCM Avalanche Dynamics Model

Segment	Length (m)	Angle (deg)	V-top (m/s)	V-bttm (m/s)	Press. (kPa)
1	216.4	35.2	0	38.9	151
2	189.0	32.8	38.8	48.7	237
3	332.2	28.8	48.5	55.3	306
4	152.4	21.8	54.9	54.1	293
5	298.7	18.1	54.0	49.8	248
6	128.0	10.8	49.4	44.9	202
7	350.5	19.2	44.9	44.6	199
8	155.4	21.4	44.6	45.6	208
9	185.9	18.2	45.5	44.6	199
10	222.5	9.8	44.1	30.8	95
11a	77.7	1.6	30.5	20.9	44
11b	77.7	1.6	20.9	0.0	0

Mass/Drag = 1409
mu = 0.2 for slopes steeper than 10 degrees
mu = 0.3 for slopes gentler than 10 degrees

TABLE 2-2
Dolores Slide - PCM Avalanche Dynamics Model

Segment	Length (m)	Angle (deg)	V-top (m/s)	V-bttm (m/s)	Press. (kPa)
1	384.0	36.1	0	48.4	235
2	317.0	30.0	48.2	53.8	289
3	278.9	23.6	53.4	51.9	269
4	219.5	15.5	51.4	45.4	206
5	128.0	20.9	45.4	45.1	203
6	86.9	8.0	43.9	39.5	156
7	295.7	22.4	39.5	42.7	182
8	208.8	16.3	42.4	39.4	155
9a	73.2	14.0	39.4	37.8	143
9b	73.2	14.0	37.8	36.3	132
10a	39.6	-17.1	31.1	21.6	47
10b	39.6	-17.1	21.6	0.0	0

Mass/Drag Ratio = 1142
mu = 0.2 for slopes steeper than 10 degrees
mu = 0.3 for slopes gentler than 10 degrees

Recommendations

Land-use controls are the most effective means of reducing avalanche hazards. Development in areas identified as high hazard zones should be avoided for all structures except those which must cross these zones (utilities, roads, etc.). New utilities should be installed underground in all avalanche hazard zones. Development in moderate hazard zones should be permitted only if structures are designed to withstand avalanche impacts. Design impact pressures should be determined on a site-specific basis. Allowances should be made for amendments to the avalanche hazard map to account for additional data, improved methodology or more detailed studies.

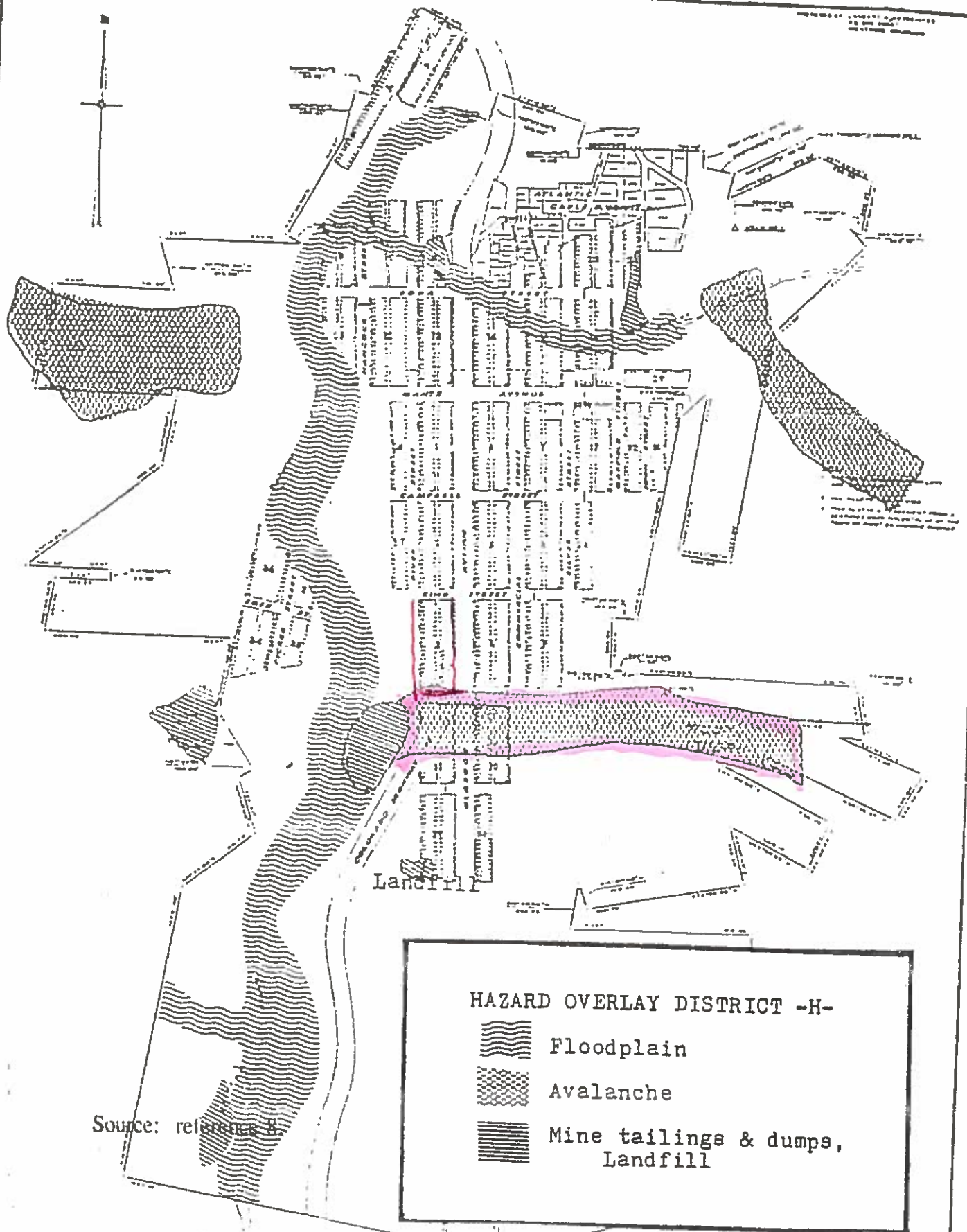
Disclaimer

The avalanche hazard zones identified on the map are based on limited historical information and on analytical methods that are likely to be improved as more data becomes available and analytical techniques are refined. Avalanches do not always follow exactly the same paths. Development within or adjacent to avalanche hazard areas involves risks that must be accepted by the Town and the community. The consultants do not guarantee the accuracy or completeness of the hazard map or recommendations.

References

1. Atkins, Dale, *Preliminary Draft Colorado Avalanche Atlas - Lizard Head Pass (Rico to Telluride)*, prepared for the Colorado Department of Transportation, Colorado Avalanche Information Center, Denver, 1994
2. Olympus Aerial Surveys, Inc., Aerial Photographs of Rico, Approximate Scale 1:7000 Black & White, Job No. 94146, October 28, 1994.
3. Photograph of Spear Slide showing downed trees, from the C.M. Engel Collection, approximate date mid-1930's.

4. (?) Jackson, Henry, Photograph of Dolores Mountain from near Beamis Flats, from the Larry Pleasant Collection, approximate date 1885.
5. Aerial Photograph of Rico, ENP 12 31, from the C.M. Engel Collection, Approximate Scale 1:7,000, Black & White, October 14, 1964.
6. U.S. Forest Service, Aerial Photographs of Rico, F16 08033 1473 159 through 160, Approximate Scale 1:20,000, Color, September 5, 1973.
7. Mears, Arthur I., *Colorado Snow-avalanche Area Studies and Guidelines for Avalanche-Hazard Planning*, Special Publication 7, Colorado Geological Survey, Denver, 1979.
8. Official Environmental Hazards Map, Town of Rico, Scale 1:2,400, September 1986.
9. Mears, A.I., *Snow-Avalanche Hazard Analysis for Land-Use Planning and Engineering*, Bulletin 49, Colorado Geological Survey, Denver, 1992.
10. Perla, R., Cheng, T.T., & McClung, D.M., "A two-parameter model of snow-avalanche motion," *Journal of Glaciology*, v.26, no. 94, p.197-208, 1980.
11. Jones, Myron, Personal Communication, May 5, 1995.



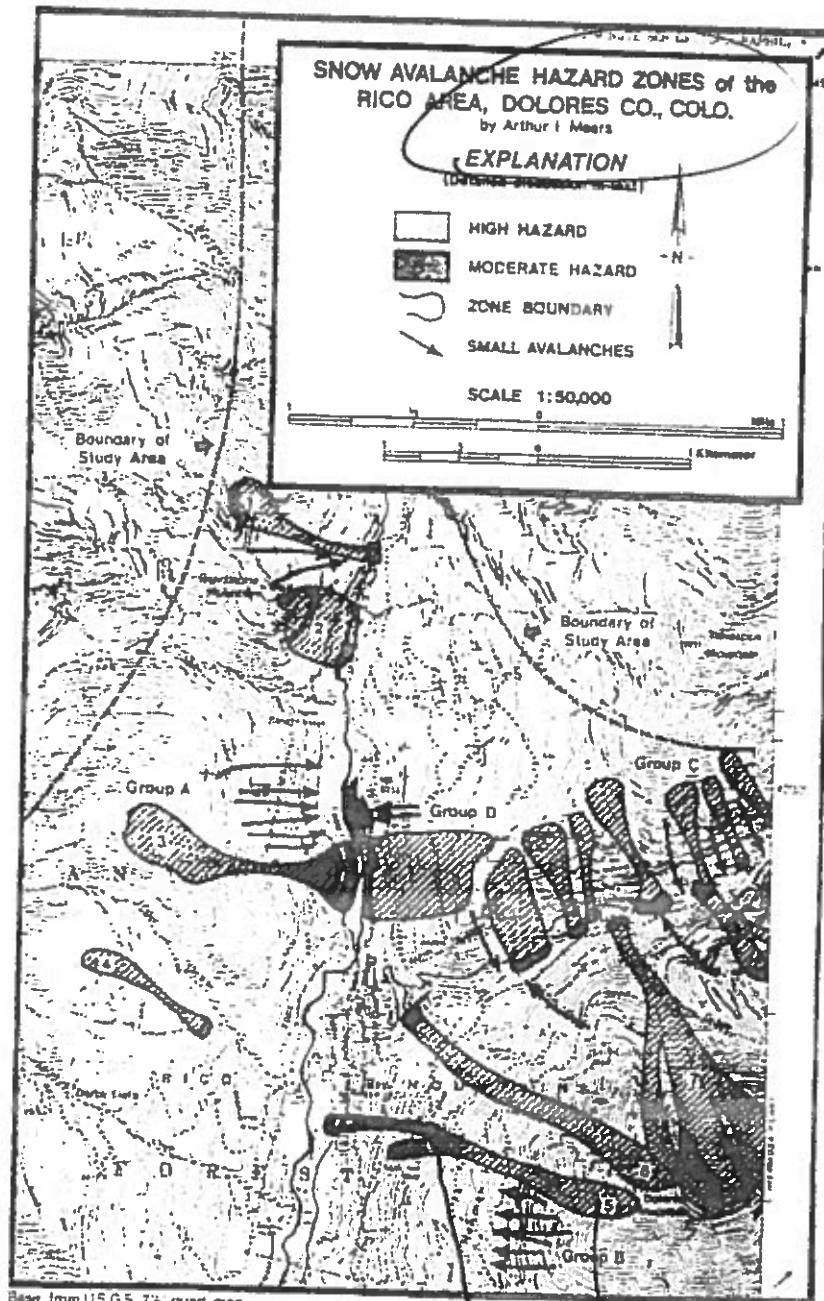
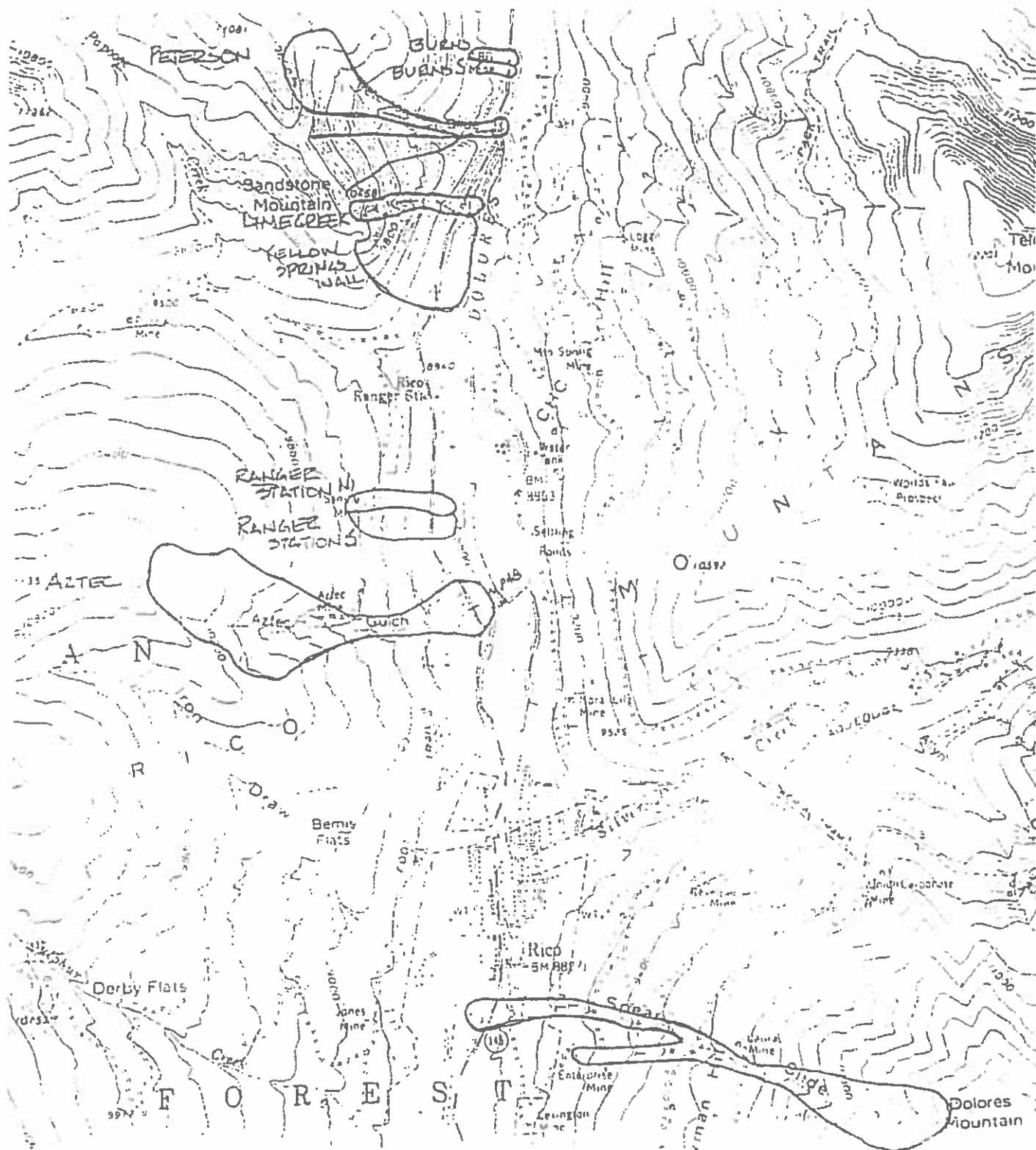


PLATE 10

Source: reference 7, page 95.

B-5

High Hazard
Moderate Hazard



Source: reference 1

Wilbur
Engineering - Durango
247. 4888

From: Chris Wilbur geowilbur@gmail.com
Subject: Re: web inquiry
Date: Apr 5, 2018 at 12:37:39 PM
To: Joe Croke jvcroke@yahoo.com

Hi Joe,

I hope that you understand why I cannot write a letter changing avalanche boundaries without doing an updated analysis. The 1995 maps are for planning purposes. I suspect that hazard boundaries would change in an updated study. That study would include:

1. Review of weather/avalanche history since 1995.
2. Newly available historic info (See the RGS story Vol. 5, Rico and the Mines, pg 369)
3. Field observations of forest conditions, esp. in the start zone.
4. Modeling using the Swiss avalanche dynamics program RAMMS (Google it).

As I said, the cost for a new study would be about \$3000. Perhaps you could interest other property owners in sharing the cost. Anything less that this level of effort would be doing you and the town a disservice.

Thanks for contacting me.

Chris

On Wed, Apr 4, 2018 at 11:46 AM, Joe Croke

jvcroke@yahoo.com

Chris my phone is [9707087747](tel:9707087747). Call me when you can. Thanks,
Joe Croke

Sent from my iPhone

www.meansandwilbur.com

ARTICLE I

GENERAL INFORMATION

100. INTRODUCTION

The Town of Rico Land Use Code is the codification of previous ordinances regulating land use and development as well as the enactment of revisions and new regulations intended to implement the Rico Regional Master Plan. Throughout this Rico Land Use Code, the Town of Rico may be referred to as "Town" and the Board of Trustees may be referred to as "Trustees". These regulations shall be known, and may be cited, as the "Rico Land Use Code" or "RLUC".

102. AUTHORITY

The RLUC is authorized by the following statutes in addition to the Town's general police powers and other applicable state authority: C.R.S. §31-23-201 et. seq. PLANNING COMMISSION; C.R.S. §29-20-101 et. seq. Local Government Land Use Control Enabling Act; C.R.S. §24-65.1-101 et. seq. Areas and Activities of State Interest; C.R.S. §24-68-101 et. seq. Vested Property Rights; C.R.S. §24-72-101 et. seq. Planned Unit Developments

104. PURPOSE

The RLUC is adopted for the purpose of promoting the health, safety and general welfare of the citizens of the Town of Rico, and in particular to:

- 104.1. Preserve and enhance the integrity, stability and livability of residential neighborhoods;
- 104.2. extend greater opportunities for traditional community living, working, housing, and recreation to all citizens and residents of Rico;
- 104.3. promote reasonable certainty to land use and development expectations associated with property ownership;
- 104.4. promote the timely provision of public infrastructure to meet potential demand in the present and the future;
- 104.5. promote minimum consumer protection assurances for property buyers that properties can be developed for their intended use;
- 104.6. preserve the historic, small town character of the community by minimizing the visual impact of development upon important view sheds;
- 104.7. discourage the misuse of buildings, sites, and development parcels to avoid excessive concentrations of population and traffic; to promote energy conservation; and, to facilitate the provision of adequate transportation, water, sewerage, schools, parks and other public facilities and services;
- 104.8. provide a procedure which can relate the type, design and layout of residential development to the particular site, and achieve the Town's goal of encouraging mixed-use development while preserving and protecting existing residential areas; and,

required pre-construction mitigation improvements, phasing of mitigation improvements and construction, covenants restricting development activities on the subject property, and review and acceptance of completed mitigation prior to releasing a performance bond.

806.5. Appeal. The decision of the Board of Trustees shall be the final decision of the Town and may be appealed to the District Court within thirty (30) days of the date of the meeting where the decision was rendered.

806.6. Records. A file containing all documents relevant to the application and disposition of such Environmental Development Permit shall be maintained by the Town Planner.

807. GENERAL STANDARDS FOR MITIGATION AND SITE DESIGN

The standards in this section apply to all Areas of State Interest. The reviewing body shall cite specific standards in this section when approving, approving with conditions, or denying, any proposed development activity in an Area of State Interest.

807.1. Avoidance. Development activities shall avoid Areas of State and Local Interest where alternative development sites are feasible unless the reviewing body finds the following:

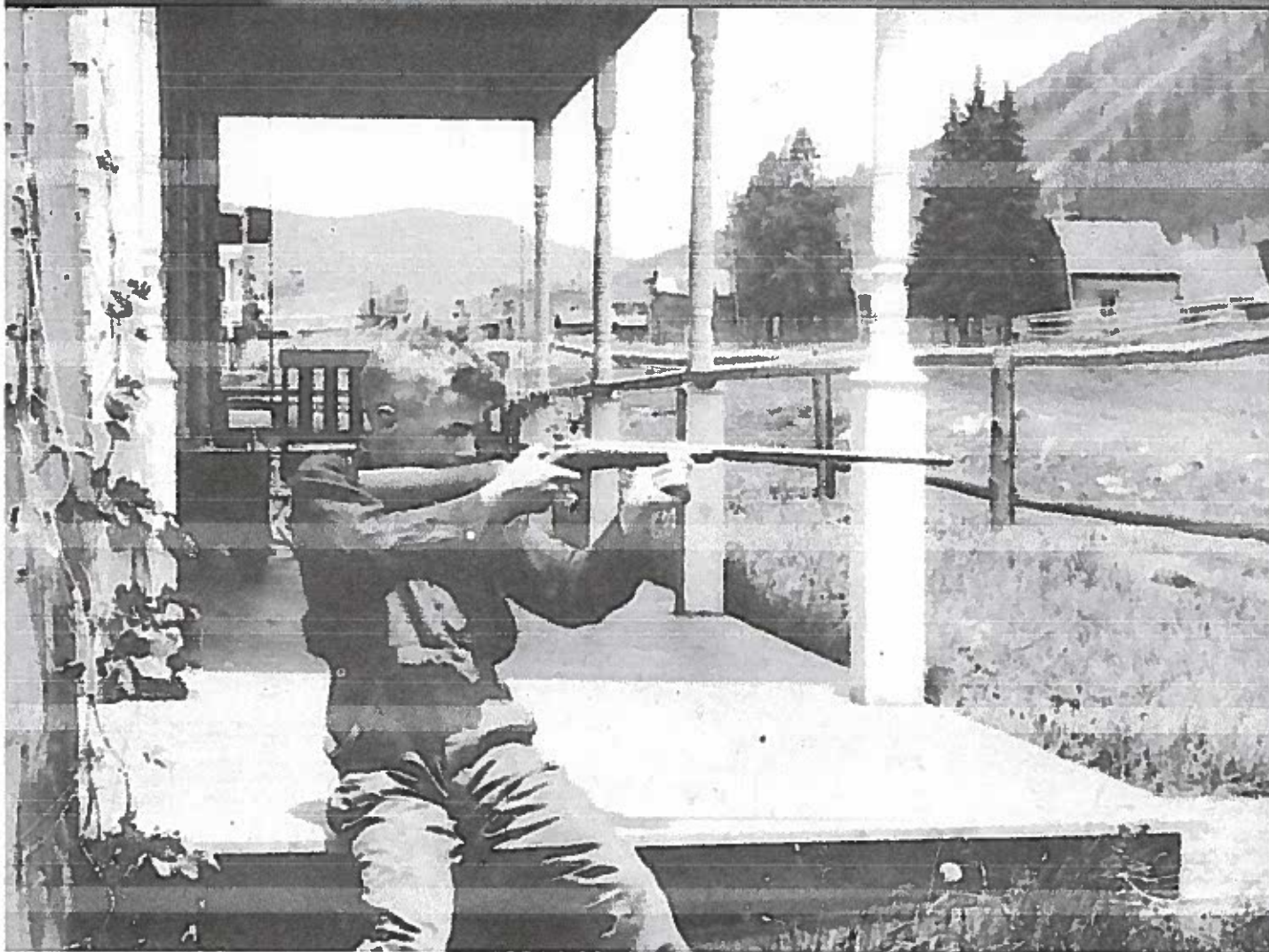
A. Allowing the development activity in an Area, or Areas, of State and Local Interest will result in site development which represents a better overall design in relationship to the purposes set forth in 104, than that allowable under strict application of 807.: and.

B. The affected Area, or Areas of State and Local Interest, can be fully mitigated according to the standards of 808 and supported by recommendations contained in engineered mitigation proposals .

807.2. Mitigation. Where no alternative development sites are feasible, or where the Town Board makes the findings in 807.1 A. and B., development activities may be permitted in Areas of State Interest provided the area is fully mitigated with regard to public safety, impacts on adjacent property, and implementation of the Rico Regional Master Plan. Cost estimates of proposed mitigation shall be included with any application to develop in Areas of State and Local Interest. Where the cost estimates of mitigation exceed ten thousand dollars (\$10,000.00) the Applicant shall be required to provide a performance bond for the proposed mitigation prior to receiving a permit for development activity.

808. SPECIFIC MITIGATION STANDARDS

Mitigation for development activities in specific Areas of State and Local Interest shall meet the following standards in addition to meeting the recommended mitigation in site specific



FROM "THE RICO ITEM" IN 1932 - COURTESY WENDE P. STUART

NEW YEAR'S SLIDE DEMOLISHES HOUSE AND BURIES FAMILY

MONDAY NIGHT, February 8, about 11:00 o'clock p.m., the New Year's slide ran, striking the Butler house occupied by the H. E. Speer family, going through the house and pinning the entire family under wreckage and snow. Mr. Speer in some miraculous manner managed to release himself, and after digging through the debris, getting air to the others, rushing to the Torrence residence to summon help. Master Billy Torrence hurried to the siren and called for help and immediately sufficient of our townsmen were on the spot and quickly released Mrs. Speer, son Vincent and daughter Iva Belle, all unharmed, except for the severe shaking up.

FROM "THE RICO ITEM" - COURTESY WENDE P. STUART

THE AVALANCHE buried the Butler house on the east side of the highway. It then crossed over what is now Sandy Payne's Mercantile store and on down the slope to the end of the RGS wye.

CHARLES J. LEE PHOTO - NORMA L. BUTLER COLLECTION

THOMAS WESTFALL, a relative living with the Lee family, was on the front porch of the Lee house during the late 1920's, practising his aim with a .22-caliber rifle. This home was in Block 3, Lot 2 or 3. The little house across Glasgow Avenue, at the right, with pine trees out front, still stands. From the front porch of the Lee house, you can catch a glimpse of uptown Rico.

OVERLEAF: Glasgow Avenue—Colorado Highway 145—curves into Rico's downtown toward the north in this picture, taken in 1994. Autumn leaves cover the slopes of Sandstone Mountain and Sockrider Peak. The last school building constructed in town is the third structure standing to the left. Beyond it is the old two-story Masonic Hall. The Rico Hotel (formerly called the Ricato), originally built to house miners, is beyond the tall spruce trees, at the right, on the east side of Glasgow Avenue.

DELL A. MCCOY PHOTO

NEW YEAR'S SLIDE DEMOLISHES HOUSE AND BURIES FAMILY

1932

Monday night Feb. 8, about 11: o'clock p. m., the New Year's slide ran striking the Butler house occupied by the H. E. Speer family, going through the house and pinning the entire family under wreckage and snow. Mr. Speer in some miraculous manner managed to release himself and after digging through the debris getting air to the others, rushed to the Torrence residence to summon help. Master Billy Torrence hurried to the siren and called for help and immediately sufficient of our townsmen were on the spot and quickly released Mrs. Speer, son Vincent and daughter Iva Belle, all unharmed, except for the severe shaking up.

The railroad men who have the unexpected pleasure of eating in the city, highly commend the management of the Coffee Shop for such good eats and prompt service.

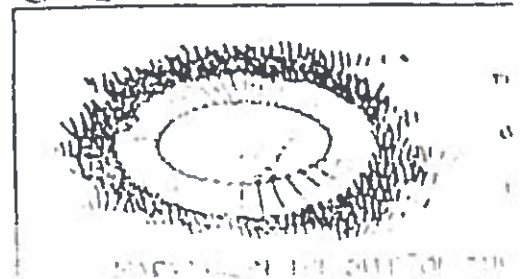
The Nigger Baby slide was cleared Friday of last week. The county machinery with five men and Mr. Kline of the St. Louis S. & H. Co., donating three men, shoveled out 120 feet of snow four feet deep. This again enables the men to drive their cars to work at the tunnel.

Although most glaciers are shrinking, some are advancing.

The
Rico
Item

1932

GEORGE WA



Rico Planning Commission Memorandum

Date: May 21, 2018

TO: Town of Rico Planning Commission and Donna Kyle (applicant)
FROM: Kari Distefano, Rico Town Manager
SUBJECT: Kyle Application for a Minor Subdivision

Donna Kyle, the applicant, is proposing to subdivide Lot 21R, Smuggler Subdivision, Block 19, Town of Rico, which is a 15,000 square foot parcel into two smaller parcels, one being 10,000 and one being 5,000 square feet. The existing parcel was originally comprised of six 2,500 lots as part of the old Rico Townsite. At some point, the original lot lines were vacated. Ms. Kyle would like to restore one of the original lot lines.

The Rico Land Use Code allows for the consolidation of the Conceptual, Preliminary and Final Plat review if the application does not require any extension of waterlines or any street improvements. The Applicant may submit this minor subdivision for final approval. I have reviewed the application according to the following checklist.

Minor Subdivision Review Check List - Kyle

- **Title Certificate** - The application includes a commitment for title insurance from Alpine Title/Westcor Land Title Insurance Company
- **Statement from County Treasurer** - A statement from the Dolores County Treasurer showing the status of current taxes on affected property is still needed.
- **Narrative indicating existing zoning** - A narrative indicating zoning and predominant existing uses within 300 feet of the property is still needed.

- **Statement by Applicant** - The application includes a statement by the applicant describing how the application meets applicable standards is included in the application.
- **Application Fee** - The application fee has been paid.
- **Lot Size: (5000 square feet required)** Lot 21R-A will be 10,000 square feet, Lot 21R-B will be 5,000 square feet
- **Proper arrangement of size and streets** - These lots were separate 2500 square foot lots in the original Rico Townsite. At some point, the original lot lines were vacated. The applicant would like to reinstate one lot line. The new lot would be in conformance with streets and neighboring lots.
- **Provision of Municipal Services and Water Supply** - The new lot has an existing water tap. The lot is accessible by both Soda Street and an alley that lies to the east. Off street parking should be provided according to the Rico Land Use Code, Section 204.9, which requires one 9'x18' space per dwelling unit.
- **Provision of Open Space and Avoidance of Congestion** - This subdivision conforms to neighboring lots and will not add significantly to congestion or impact existing open space.
- **Avoidance of Unsuitable Lands** -The lots in question do not fall in to any mapped hazard zone, however, there is historical evidence of an old mining tunnel that crosses the site approximately 65 - 75 feet north of the Soda right-of-way. According to historic records, in late May of 1989, Silver Creek breached an old tunnel somewhere to the east of the property, partially disappearing underground and later reappearing on the southwest corner of the applicant's property flooding the neighbors to the west. Please see attached map and newspaper articles. While there was an attempt to mitigate the damage by installing a culvert, the approximate location of the tunnel should be included on the recorded map of the Minor Subdivision and the applicant

and property owner must indemnify the Town of Rico from any liability associated with granting a subdivision with a signed agreement approved by the Town Attorney.

- **Apportionment of Public Service Costs** - The proposed subdivision is not a new development but rather a reinstatement of existing lots, therefore it is expected that any additional burden to the Town will be compensated in water user fees. Since existing roads will serve the lot no additional road maintenance will be required.
- **Coordination of Public Improvements and Plans** - This subdivision will require no additional inter-jurisdictional public improvements.
- **Promoting Accurate and Complete Subdivisions** - The subdivision will require that a Minor Subdivision Map be recorded in the Office of the Dolores County Clerk and Recorder. The site has been surveyed. The survey complies with Town of Rico standards and may be recorded following the approval of the Town of Rico Planning Commission and the Town of Rico Board of Trustees.
- **Promotion of Master Plan** - This subdivision conforms to goals as stated in the Rico Regional Master Plan in Section III, Community Design and those listed in Section IV, Public Facilities and Services.
- **Final Plat Required Materials**

544.1. Final Plat Materials and Copies: The Applicant shall submit copies of the Final Plat in the same scale as the Preliminary Plat. The Final Plat shall be twenty four (24) inches by thirty six (36) inches. Contiguous parcels owned by different parties may be embraced in one Plat, provided that all owners join in the dedication and acknowledgement; however, non-contiguous parcels or multiple plats are not allowed on a single sheet. The Final Plat may be submitted in sections provided the first section contain an index map indicating the sections designated for the entire tract.

The following copies shall be submitted:

- A. One copy of the Final Plat on mylar or other permanent type material that is reproducible. Copies for permanent filing with the Town of Rico, Dolores County Clerk and Recorder, and other agencies shall be either blue or black

reproductions with the supporting certificates signed in original for each copy; and,

- B. Eleven (11) copies of the Final Plat and other required materials [seven copies for Planning Commission members, one copy for Town Planning Staff, one copy for Town Clerk, one copy for Town Attorney, and one copy for Town Engineer]. We only need 8 copies and they can be 11"x17"

544.2. **Final Plat Requirements:** The Final Plat shall be prepared and certified as to its accuracy by a registered land surveyor licensed to do such work in the State of Colorado. A workman like execution of the Final Plat shall be made in every detail. A poorly drawn or illegible plat shall be a sufficient cause for its rejection.

The Final Plat shall meet the following requirements:

- A. The Final Plat shall conform in all major respects to the Preliminary Plat as previously approved and shall incorporate all modifications required in the Preliminary Plat Approval stage.
- B. All blocks, and all lots within each block shall be consecutively numbered;
- C. On curved boundaries and all curves on the plat, sufficient data should be given to enable the re-establishment of the curves. Any curves should include: Points of curvature, points of tangency, radius of curve, arc length, and angle or curve by arc definition.
- D. Excepted parcels shall be marked "Not included in this plat" and the boundary completely indicated by bearings and distances.
- E. All streets, walkways and alleys shall be designated as such and bearings and dimensions shall be given.
- F. All streets shall be named.
- G. All easements shall be designated as such and bearings and dimensions given.
- H. All dedications of land to the Town or other agencies shall be designated as such and bearings and dimensions shall be given.
- I. All lands within the boundaries of the Plat shall be accounted for either by lots, walkways, streets, alleys or excepted parcels.
- J. All dimensions of irregularly shaped lots shall be indicated in each lot.
- K. Bearings shall be given for all lot lines, except that bearings need not be given for interior lot lines where the bearings are the same as those of both exterior lot lines.
- L. Other information on the Plat shall include:
 - (1) Name of subdivision, true north line and date;
 - (2) Name of owner or owners of record and address;
 - (3) Total acreage of tract and total number of lots;
 - (4) Township, Range, Section and Quarter-Section, block and lot numbers;

and,

(5) Graphic scale.

- M. Permanent reference monuments shall be located and set in compliance with state laws, except that there shall be at least one permanent monument located no more than six-hundred (600) feet apart along any straight boundary line.
- N. The surveyor making a Plat shall certify on the Plat that it is correct and that the monuments described in it have been placed as described and shall affix his name and seal.
- O. All utilities and easements shall be shown on the Plat along with a certificate from all utility companies showing their approval.

544.3. Other Materials: The Applicant shall submit final copies of all supporting documents required at the Preliminary Plat Approval stage with any changes, modifications, and revisions required as a condition to approval at the Preliminary Plat Approval stage. In addition, the Applicant shall submit the following:

- A. Improvements agreement for all on-site or off-site improvements and mitigation measures required by the Application; and,
- B. Covenants and restrictions on any property required by the Application.

The Minor Subdivision Map submitted with this application meets the above standards.

- **Notification of neighboring property owners** - As per section 562.3 owners within 200' of the proposed subdivision shall be notified. Proof of mailing to property owners within 200 feet of the proposed subdivision in accordance with section 562.3 is included in the application.
- **Other Comments** - Mr. Jay Milstead, the neighbor to the northwest had questions regarding the subdivision but no comments. Ms. Susan Robertson supplied information about the 1989 flood. Mr. Jim Britton called to express his concern about mining tunnels and the potential of further flooding in the neighborhood should excavation occur on the new lot.

Kyle

MINOR SUBDIVISION APPLICATION FORM

NOTE: See Rico Land Use Code Section 524 *et. seq.* for submittal requirements, review procedures and review standards. Ten (10) copies of the application must be submitted; however, a draft submittal may first be submitted to the Town Planner along with the application fee, then any revisions may be incorporated into the ten (10) copies for Town review.

Applicant Name: DONNA KYLE Phone: 970.708.1535

Address: P.O. Box 1553 Telluride CO 81435 Fax: -

E-Mail Address: dlatrine@gmail.com

Agent Name: DONNA KYLE Phone: -

Address: Same Fax: -

E-Mail Address: same

Description of Property: Lot 2 IR Smuggler Subdivision, acc to plat filed Aug. 4, 2003 in Book 323 at Page 382

Number of Proposed Lots 2 Existing Zoning Designation: Residential

Proposed Lot Sizes (indicate size of each lot): Lot 1 = 10,000 sf. Lot 2 = 5,000 sf.

Proposed Land Dedication (describe size and location): Keep house on 10,000 sf portion - create a separate parcel on the south end of existing site.

Proposed Open Space designation (describe size and location): None

Net Density (total lot area + land dedication area + open space designation area divided by number of lots): 2

Extension of Utilities: Yes No X

Include the following with this attachment (Note: Applicant's may request waiver of certain submittal requirements by providing a written request with reasons for waiver):

- ☐ 1. Title Certificate from title company or attorney opinion letter listing name of property owner(s), liens, easements, judgments, etc., affecting title to the property.
- ☐ 2. Statement from County Treasurer showing status of current taxes due on affected property.
- ☐ 3. Narrative indicating existing zoning and predominant existing uses within 300' of property.
- ☐ 4. If applicable, written request and explanation for any variance or waiver from submittal requirements.
- ☐ 5. Statement by the Applicant describing how the application meets applicable standards.
- ☐ 6. An Application Fee in the amount of \$650.00.

For Town Staff Only - DO NOT mark this section

Date Application Received by Town:

Application Reviewed by:

Date Application reviewed for Completeness:

Date of Planning Commission Hearing and Review:

Planning Commission Recommendation:

Date of Town Board of Trustee Review:

Town Board Decision:

REAL ESTATE PROPERTY

JANUARY 2, 2017

PRINTED 08/14/2017

JANIE STIASNY
DOLORES COUNTY TREASURER
409 NORTH MAIN

TAX NOTICE FOR 2016

DUPLICATE

PO BOX 421
DOVE CREEK, CO 81324
(970) 677-2386

dctreas@fone.net

PLEASE MAKE CHECKS PAYABLE TO:

DOLORES COUNTY TREASURER
504735101001 R 001 D39920

KYLE DONNA LYNN
P.O. BOX 3389
TELLURIDE CO 81435

TAX DIST	TAX ENTITY	\$/THOUSAND	TAX
102	SCHOOL DIST RE-2J	20.959	354.84
	DOLORES COUNTY	28.013	474.26
	TOWN OF RICO	18.744	317.34
	RICO FIRE PROTECTION	7.468	126.43
	S W WATER CONS	.395	6.69
	DOLORES WATER CONS	2.287	38.72

PROPERTY LOCATION

102 N. HANCOCK

LEGAL DESCRIPTION

PARCEL NUMBER-504735101001

LOT 21R SMUGGLER SUB DIV 35-40-11
B-66 P-112 B-95 P-600 B-180 P-75-77 B-193 P-341
B-193 P-341,342,351 B-233 P-496,497 B-238 P-313
B-238 P-340 B-266 P-445 B-269 P-316-319
B-269 P-320 (PA) B-269 P-321 (PA) B-323 P-382-384 (SUBDIV)
B-324 P-10 (PA), 12 (WD) B-333 P-297 (WTR) 163443 (WD)

LAND VALUE	PERS/IMPR VALUE	TOTAL VALUE	TOTAL \$/THOUSAND	TOTAL TAX
7,164	9,766	16,930	77.866	1,318.28
90,000	122,686	212,686	- ACTUAL VALUE	
		AMOUNT PAID	-	1318.28
		** TOTAL DUE \$.00

0.34-TOTAL ACRES

SCHOOL DISTRICT RE-2J GENERAL FUND IS 18.559 DOLLARS PER THOUSAND. WITHOUT STATE AID IT WOULD HAVE BEEN 20.560

*** PLEASE RETAIN THE TOP PORTION AND RETURN THE APPROPRIATE STUB WITH YOUR PAYMENT TO THE TREASURER'S OFFICE.

DOLORES COUNTY

* FULL PAYMENT

DUE LAST DAY OF APRIL

PAGE 939 TAX YR 2016

SCHEDULE NO TAX DIST

504735101001 102

R 001

OWNER D39920

KYLE DONNA LYNN

DOLORES COUNTY

* SECOND HALF PAYMENT

DUE BY JUNE 15TH

PAGE 939 TAX YR 2016

SCHEDULE NO TAX DIST

504735101001 102

R 001

OWNER D39920

KYLE DONNA LYNN

DOLORES COUNTY

* FIRST HALF PAYMENT

DUE LAST DAY OF FEBRUARY

PAGE 939 TAX YR 2016

SCHEDULE NO TAX DIST

504735101001 102

R 001

OWNER D39920

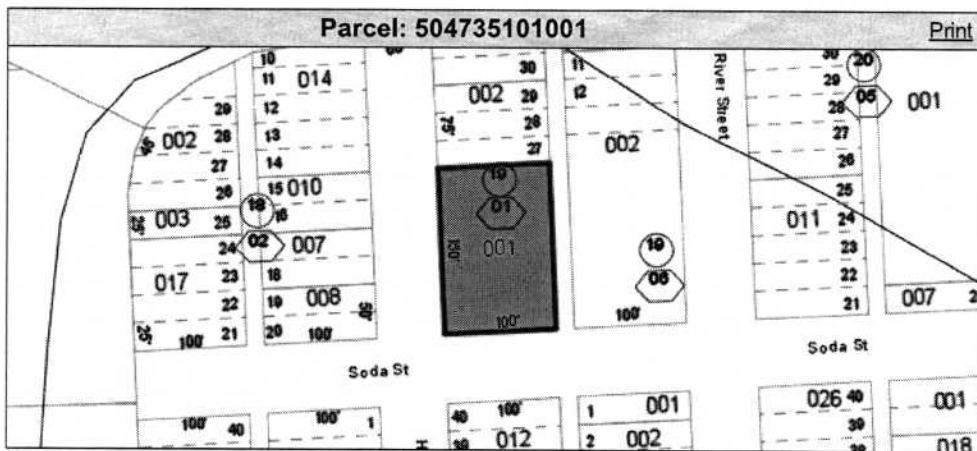
KYLE DONNA LYNN

DUPLICATE

TAX

TOTAL





Legal #1	LOT 21R SMUGGLER SUBDIV 35-40-11		
Legal #2	B-66 P-112 B-95 P-600 B-180 P-75-77 B-193 P-341		
Legal #3	B-193 P-341,342,351 B-233 P-496,497 B-238 P-313		
Legal #4	B-238 P-340 B-266 P-445 B-269 P-316-319		
Legal #5	B-269 P-320(PA) B-269 P-321(PA) B-323 P-382-384(SUBDIV		
Section	35	Township	40
		Range	11



Sale Information			
Date	09/19/2013	Book	
Price	205000	Page	
Grantor	CHAD YOUNG & HEATHER YOUNG		
Grantee	DONNA LYNN KYLE		

Improvement Information	
Building Value	122686
Extra Feature Value	0
Bathrooms	2.00
Bedrooms	3
Heated Sqft	1707
Year Built	1995

Account Information	
Owner	KYLE DONNA LYNN
Owner Address	
Address Line 2	
Address Line 3	P.O. BOX 3389
Address Line 4	TELLURIDE
State	CO
Zipcode	814350000
Site Address	102 N. HANCOCK
Acres	0
Land Use	Residential Improved
Tax Area	102
Mill Levy	0.073612
Building Value	122686
Extra Feature Value	0
Land Value	90000
Total Value	212686
Assessed Value	16930

No certification or accuracy of information is made or implied. Information may be changed without notice. This map is for informational purposes only and is not a legal map. Call 970-677-2385 with any questions.

Alpine Title
271 S. Townsend, Ste. C1
POB 4158
Telluride, CO 81435-4158
Phone: 970-728-9680
Fax: 866-689-9558

Transmittal Information

Date: 09/06/2016
File No: 546CEA
Property Address: 102 North Hancock Street, Rico, CO 81332
Buyer/Borrower: Donna Lynn Kyle
Seller: To be determined

For changes and updates please contact your Title or Escrow officer:

Escrow Officer:
Anneliese Riebel
Alpine Title
271 S. Townsend, Ste. C1
POB 4158
Telluride, CO 81435-4158
Phone: 970-728-9680
Fax: 866-689-9558
E-Mail: anneliese@alpinetitle.com

Title Officer:
Debra Blanchette
Alpine Title
271 S. Townsend, Ste. C1
POB 4158
Telluride, CO 81435-4158
Phone: 970-728-9680
Fax: 866-689-9558
Email: deb@alpinetitle.com

Processor: Corinne Brown
E-Mail: Corinne@alpinetitle.com

Copies Sent to:

Buyer:
Donna Lynn Kyle
PO Box 1553
Telluride, CO 81435

Thank you for using Alpine Title.

Alpine Title
As agent for
Westcor Land Title Insurance Company
COMMITMENT FOR TITLE INSURANCE
SCHEDULE A

1. Effective Date: **September 06, 2016 at 03:07 pm**

2. Policy or Policies to be issued:

A. ALTA 2006 OWNER'S POLICY

Proposed Insured: **Donna Lynn Kyle**

B. ALTA 2006 LOAN POLICY

Proposed Insured:

Total:

3. The estate or interest in the land described in this Commitment and covered herein is **Fee Simple** and title thereto is at the effective date hereof vested in:
Donna Lynn Kyle

4. The land referred to in the Commitment is situate in the County of **Dolores**, State of **Colorado** and is described as follows:

**Lot 21R, Smuggler Subdivision, according to the plat thereof filed for record August 4, 2003 in Book 323 at page 382,
County of Dolores, State of Colorado.**

For Informational Purposes Only: **102 North Hancock Street, Rico, CO 81332**

Countersigned
Alpine Title

By: *D. Blanchette*

D. Blanchette

Westcor Land Title Insurance Company

COMMITMENT FOR TITLE INSURANCE SCHEDULE B - SECTION I REQUIREMENTS

Effective Date: September 06, 2016 at 03:07 pm

The following are the requirements to be complied with prior to the issuance of said policy or policies. Any other instrument recorded subsequent to the effective date hereof may appear as an exception under Schedule B of the policy to be issued. Unless otherwise noted, all documents must be recorded in the office of the clerk and recorder of the county in which said property is located.

The following requirements must be met:

- (a) Pay the agreed amounts for the interest in the land and/or the mortgage to be insured.
- (b) Pay us the premium, fees and charges for the policy.
- (c) Documents satisfactory to us creating the interest in the land and/or the mortgage to be insured must be signed, delivered and recorded:
- (d) You must tell us in writing the name of anyone not referred to in this document who will get an interest in the land or who will make a loan on the land. We may then make additional requirements or exceptions relating to the interest or the loan.
- (e) A satisfactory Improvement Location Certificate (or if appropriate, Survey Affidavit) must be furnished to the company, Exception will be taken to adverse matters disclosed thereby.
- (f) Evidence that all assessments for common expenses due under the Declaration referred to as Item No. 7, of Schedule B, Section 2 herein, have been complied with.
- (g) The Warranty Deed must be sufficient to convey to the Proposed Insured, Schedule A, Item 2A., the fee simple estate or interest in the land described or referred to herein, **Note:** C.R.S. § 38-35-109 (2) requires that a notation of the purchaser's legal address (not necessarily the same as the property address) be included on the face of the Deed to be recorded. **Note:** Duly executed Real Property Transfer Declaration, executed by either the Grantor or Grantee, to accompany the Deed, pursuant to Article 14 of House Bill No. 1288 - CRS § 39-14-102.
- (h) Receipt by the Company of the appropriate Affidavit Indemnifying it against unfilled mechanic's and materialmen's liens.

Westcor Land Title Insurance Company

COMMITMENT FOR TITLE INSURANCE

SCHEDULE B - SECTION II EXCEPTIONS

Effective Date: September 06, 2016 at 03:07 pm

The Policy or Policies to be issued will contain exceptions to the following matters unless the same are disposed of to the satisfaction of the Company:

1. Rights or claims of parties in possession not shown by the Public Records.
2. Easements or claims of easements not shown in the Public Records.
3. Discrepancies, conflicts in boundary lines, shortage in area, encroachments, and any facts which a correct survey and inspection of the land would disclose, and which are not shown by the public record.
4. Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown by the public records.
5. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires of record for value the estate or interest or mortgage thereon covered by this Commitment.
6. Unpatented mining claims; reservations or exceptions in patents or in Acts authorizing the issuance thereof.
7. Any water rights or claims or title to water, in or under the land, whether or not shown by the public records.
8. Taxes due and payable; and any tax, special assessments, charge or lien imposed for water or sewer service, or for any other special taxing district. Note: Upon verification of payment of all taxes the above exception will be amended to read, "Taxes and assessments for the current year, and subsequent years, a lien not yet due and payable."
9. Notes, easements, restrictions, reservations, densities, designated uses, setbacks, rights of way of a public, or private nature, and all other matters as disclosed on plats of said subdivision recorded in Book 323 at page 382.
10. Any loss or damage occasioned by the fact that a portion of subject property lies within the boundaries of patented mining claims.
11. Reservation of all minerals, lodes, deposits and veins of land underneath the surface of the Town of Rico; and all mining rights and easements therefor.
12. Any tax, assessment, fees or charges by reason of the inclusion of the subject property in the local street improvement district, the local water conservancy district or the local sanitation district.
13. All mines, minerals, lodes, deposits and Veins as conveyed to Julius Thompson by the Town of Rico in Deed recorded November 15, 1892 in Book 28 at Page 140, and any and all assignments thereof or interests therein.

14. All mines, minerals, metals, lodes, deposits, veins and all mineral bearing ores, rocks, all mining rights as reserved by Rico Argentine mining Company and all rights, either expressed or implied, other than the surface estate, as reflected in Decree recorded July 16, 1954 in Book 75 at page 169.
15. Reservations, easements, restrictions, covenants, conditions, dedications, rights of way and all other matters contained in Mining Deed dated August 27, 1980 and recorded September 2, 1980 in Book 193 at page 324 as Reception No. 114706.
16. Subdivision Improvements and Development Agreement recorded in Book 269 at page 349; subject to the terms, conditions, provisions and obligations contained therein.
17. Conveyance for Use of Public Utility Easement to San Miguel Power Association, Inc., as recorded in Book 274 at page 273; subject to the terms, conditions, provisions and obligations contained therein.
18. Any tax, assessment, fees or charges by reason of the inclusion of the subject property in the Dolores Water Conservancy District pursuant to that document recorded October 25, 2004 in Book 333 at page 297.
19. 2 Wood Pilings/Mining Remanent and Retaining wall as it encroaches onto Hancock Street on the West; Fence and Boulder Retaining Wall as it encroaches onto adjoining lot on the North; and Traveled Way as it encroaches on to the Southeast edge of subject property as shown on Improvement Location Certificate by David R. Bulson, P.L.S.37662, Foley Associates, Inc., Project #13037.
20. Deed of Trust from Donna Kyle to the Public Trustee of Dolores County for the benefit of Vectra Bank Colorado, NA to secure an indebtedness in the principal sum of \$164,000.00, and any other amounts and/or obligations secured thereby, dated September 19, 2013 and recorded on September 23, 2013 at Reception No. 163444.

NOTE: The policy(s) of insurance may contain a clause permitting arbitration of claims at the request of either the Insured or the Company. Upon request, the Company will provide a copy of this clause and the accompanying arbitration rules prior to the closing of the transaction.

Donna Kyle Escure
P.O. Box 1553
Telluride, CO 81435
970.708.1535

August 14, 2017

NARRATIVE

102 N HANCOCK, RICO, CO 81332

Lot 21 R Smuggler Subdivision, according to the plat filed August 4, 2003 in Book 323 at Page 382 and a/k/a 102 North Hancock Street, Rico, CO sits on the NE corner of Hancock and Soda Streets. The parcel is bordered on the west by Hancock Street, on the south by Soda Street and on the east by an alley. The property to the north is owned by Dylan Robertson, Lots 27-29, Block 19, Town of Rico.

The property dimensions are 100 feet, running east/west by 150 feet, running north/south according to the survey prepared by Foley Associates on July 31, 2013.

The parcel, according to FEMA Flood Insurance Rate Map Panel 1 Community 080048A dated August 5, 1986, is not in the 100year flood plain.

The existing home, concrete drive way on the west of the home and the deck sit on the north portion of the parcel. The above ground propane tank and the engineered septic system sit on the north portion of the parcel. An engineered system was designed by Brad McMillian of McMillan Engineering in Ridgway, Colorado in 1995 for the property when it was build. The septic and leach field is situate to the east of the home. I have contacted McMillian Engineering to see if they still have a copy on file as the Town of Rico does not.

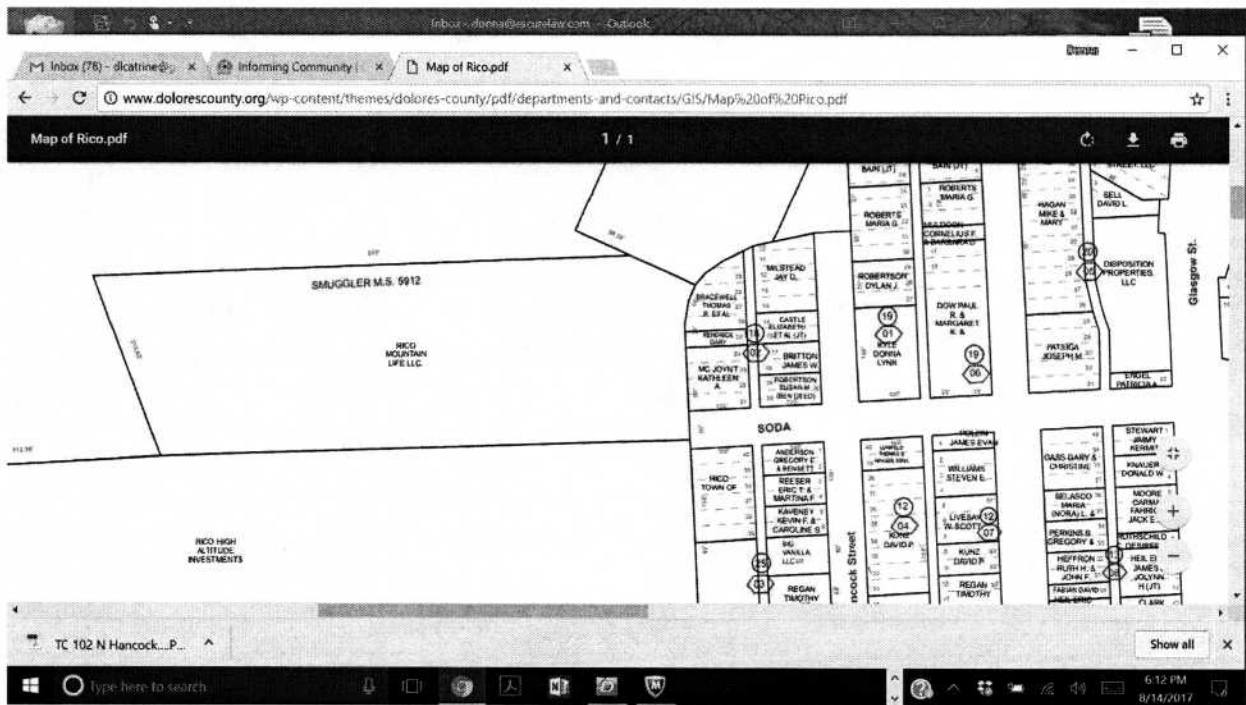
I am requesting that the existing parcel be divided into two separate parcels. Parcel 1 with the existing improvements of 10,000 square foot (sf) of land and Parcel 2 consisting of 5,000 sf be created to the south of the 10,000sf parcel. Access to the Parcel 2 is directly off Soda Street.

There are currently two (2) water taps associated with the property. Both residential taps. Both accounts are paid current at the rate of \$33.00 per month to the Town of Rico.

REQUEST FOR A SINGLE HEARING

I respectfully request that this Minor Subdivision Application consolidate the Conceptual Plan, Preliminary Plat and Final Plat review stages since it is not any required water lines or street improvements.

This section of the Rico Map depicts property owners within 200 feet of the property.



STATEMENT DESCRIBING HOW THE APPLICATION MEETS APPLICABLE STANDARDS

According to the Residential District Design Regulations of the Rico Land Use Code (RLUC), Article II, Zone Districts. Section 222. Residential District Design Regulations the Requirements for Lot Size is 5,000sf, 7,500 sf for single family dwellings with accessory dwelling units. The square footage required for a single family residential structure is adequate in creating two separate parcels as requested.

The house as it sits on proposed Parcel 1, meets the Requirements of Lot size front set back side set back, rear set back. Building height, maximum floor area, site coverage, off street parking and permitted exterior materials. Rear yard setback is 9'5", side yards exceed 15'6", front yard exceeds 12 feet.

All standards can be met to meet the RLUC, Article 5, Subdivisions and Replats. This application is an application for minor subdivision.

AFFIDAVIT OF MAILING PUBLIC NOTICE LETTER

Date: May 3, 2018

Town of Rico
Rico Planning Commission
PO Box 9
Rico, Colorado, 81332

Re: Certification and Affidavit of Mailing Public Notice Letter for INSERT LOT,
ADDRESS ETC. Lot 21 B Smuggler Subdivision

to Lot 1 10,000 ft. Lot 2 5,000 ft

Donna Kyle

I hereby declare that I, ~~Insert name of person that mailed letter~~, mailed a copy of the Town approved, enclosed public notice letter via U.S. First Class Mail, postage prepaid thereon on ~~Insert date that letter was dropped in the mail~~ May 3, 2018, to the attached list of property owners.

The public notice letter was prepared and mailed in accordance with the public noticing requirements of the Rico Land Use Code. The public notice letter was placed in the mail on ~~insert date of mailing~~ May 3, 2018 which was at least 21 days prior to the public hearing(s) to be held on Insert dates of public hearing(s). The list of property owners includes all lot and condominium property owners located within 200 feet of the boundary of the existing or proposed lot(s). The adjacent property owner list was compiled from the Dolores County GIS Website or Assessors Office.

Attached is a copy of the noticing letter, list of all property owners noticed, including their lot number and mailing address, a copy of the vicinity map mailed with the noticing letter, and a map showing all lots that were included within the 200 foot noticing area.

I declare that under penalty of perjury under the laws of the State of Colorado that the foregoing is true and correct.

Sincerely,

Donna Kyle Escar
aka Donna Kyle,
owner.

Town of Rico
PO Box 56
Rico, CO 81332

Donna Lynn Kyle
PO Box 3389
Telluride, CO 81435

Justin & Julie Bain
PO Box 3107
Telluride, CO 81435

Maria G Roberts
2900 S Palo Verde Lane Unit 18
Yuma, AZ 85365

Dylan Robertson
PO Box 87
Rico, CO 81332

Vincent J Stack & Sarah E Hudelson
7650 Meadow Lark Lane
Salida, CO 81201

Jay D Milstead
1420 South 6th Street
Yuma, AZ 85364

Elizabeth Castle
1016 Richborough Road
Green Bay, WI 54313

James W Britton
PO Box 26
Rico, CO 81332

Susan M Robertson
PO Box 53
Rico, CO 81332

Kathleen A McJoynt
PO Box 8
Rico, CO 81332

Gary Kendrick
832 Crosstimbers Drive
Fort Worth, TX 76108

Thomas R Bracewell
575 North Mill Street #204
Aspen, CO 81611

David P Kunz
PO Box 263
Rico, CO 81332

Gregory Anderson & Monique D Bensett
PO Box 2171
Telluride, CO 81435

Eric T & Martina F Reeser
PO Box 63
Rico, CO 81332

Kevin F & Caroline S Kareney
14 Northgate Road
Colorado Springs, CO 80906

James Evan Polzin
5599 South Alamada Road
Apache Junction, AZ 85118

Steven E Williams
1705 W Lodge Drive
Phoenix, AZ 85041

Scott W Livesay
405 Londonderry Suite 203
Waco, TX 76712

Gary & Christina Gass
PO Box 102
Rico, CO 81332

San Juan National Forest
Dept of Agriculture
15 Burnette Court
Durango, CO 81301

Joseph M Patsiga
PO Box 244
Rochester, PA 15074

Mike & Mary Hagan
PO Box 101
Rico, CO 81332

Paul R & Margaret K Dow
3418 Ridgeline Drive
Montrose, CO 81401

Cornelius F & Barbara D Muldoon
13142 6100 Road
Montrose, CO 81403

Thomas Lunifeld & Mina Hakami
4108 E Minnezona Ave
Phoenix, AZ 85018

NOTICE OF PENDING MINOR SUBDIVISION APPLICATION

May 3, 2018

RE: Public Hearing on Minor Subdivision Application

Dear Property Owner,

You are receiving this public notice as required by the Town of Rico Land Use Code because you own property within 200 feet of a proposed minor subdivision.

Name of Applicant: Donna Kyle

Type of Development Application(s): Minor Subdivision

Legal Description: Lot 21R Smuggler Subdivision, according to the plat filed August 4th, 2003, in Book 323 at Page 382

Address: Rico, Colorado

Lot or Site Size: Lot 1, 10,000 sq. ft., Lot 2 5,000 sq.ft.

Review Authority: Rico Planning Commission

Rico Planning Commission Hearing Date: *May 30, 2018*

Location of Public Hearing: Rico Town Hall, 2 Commercial Street, Rico Colorado, 81332

Send emailed comments addressed to the townmanager@ricocolorado.gov

Or by surface mail to:

Kari Distefano

Town of Rico

PO Box 9

Rico Colorado, 81332

Sincerely,

Kari Distefano, Rico Town Manager





Date: November 10, 2017

To: Town of Rico
2 Commercial Street
Rico, Colorado 81332

From: Ryan Griglak, P.E.
Project Manager

Re: Development of Additional Residence/Subdivide Existing 102 N. Hancock Street

On November 3, 2017, Mr. Ryan Griglak, PE of Stoner Engineering and Surveying, Inc. visited the above referenced site to conduct an investigation into the suitability/ability of the site to sustain an additional septic system.

The property is located on the north side of town two blocks west of SH 145/Glasgow Street. The property sits on the northeast corner of the intersection of Hancock and Soda Streets. The property slopes from east to west. There is approximately 8-feet of drop across the lot. There is an existing residence located on the north side of the parcel.

A test hole was excavated along the southwest corner of the lot just to the south of the existing aspen trees. The top 10-12" of topsoil material may have been fill material brought to the site due to the goe-mesh exposed at the base of this layer. The site had a dark brown, loam soil with some small diameter rock (< 1" diameter, ~ 20-30% overall content) to a depth of approximately 50-inches in depth. Below this level, a cobble/boulder layer was encountered (6-8" diameter cobbles with 20-inch diameter +/- boulders intermixed). There was no groundwater encountered in the excavation and there were no signs in the test pit that seasonal groundwater fluctuate in the area.

Based upon the soils present on the site, the Long Term Acceptance Rate (LTAR) for the soils would be 0.50-0.60 [gal/day/ft²]. Based upon this value, a two bedroom home would require an overall field size of approximately 350-450 [ft²] depending upon the type of system designed for the property. This would result in a bed roughly 12 [ft] x 33 [ft] +/- in size.

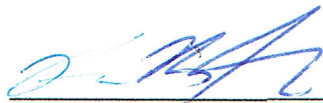
Stoner Engineering & Surveying
Engineering, Testing & Surveying

The final design for the septic system would require a site plan showing the layout and location of the residence on the proposed lot and an additional test pit excavation in the proposed field area to ensure that the field can be located and constructed on the lot in accordance with the State of Colorado requirements.

If you have any questions concerning this inspection, please feel free to contact me at any time.

Respectfully submitted,

Stoner Engineering & Surveying



Ryan M. Griglak, P.E.

Colorado License #43255



NOTICE OF PENDING MINOR SUBDIVISION APPLICATION

August 29, 2017

RE: Public Hearing on Minor Subdivision Application

Dear Property Owner,

You are receiving this public notice as required by the Town of Rico Land Use Code because you own property within 200 feet of a proposed minor subdivision.

Name of Applicant: Donna Kyle

Type of Development Application(s): Minor Subdivision

Legal Description: Lot 21R Smuggler Subdivision, according to the plat filed August 4th, 2003, in Book 323 at Page 382

Address: Rico, Colorado

Lot or Site Size: Lot 1, 10,000 sq. ft., Lot 2 5,000 sq.ft.

Review Authority: Rico Planning Commission

Rico Planning Commission Hearing Date:

Location of Public Hearing: Rico Town Hall, 2 Commercial Street, Rico Colorado, 81332

Send emailed comments addressed to the townmanager@ricocolorado.gov

Or by surface mail to:

Kari Distefano

Town of Rico

PO Box 9

Rico Colorado, 81332

Sincerely,

Kari Distefano, Rico Town Manager

VICINITY MAP

Insert vicinity map picture or PDF file here

NATIONAL FOREST

SMUGGLER

RIVERSIDE

DOL

THOMPSON TRACT

HANCOCK

R.G.S. TRACT

WATER TANK

Soda St.

COMMERCIAL

HANCOCK

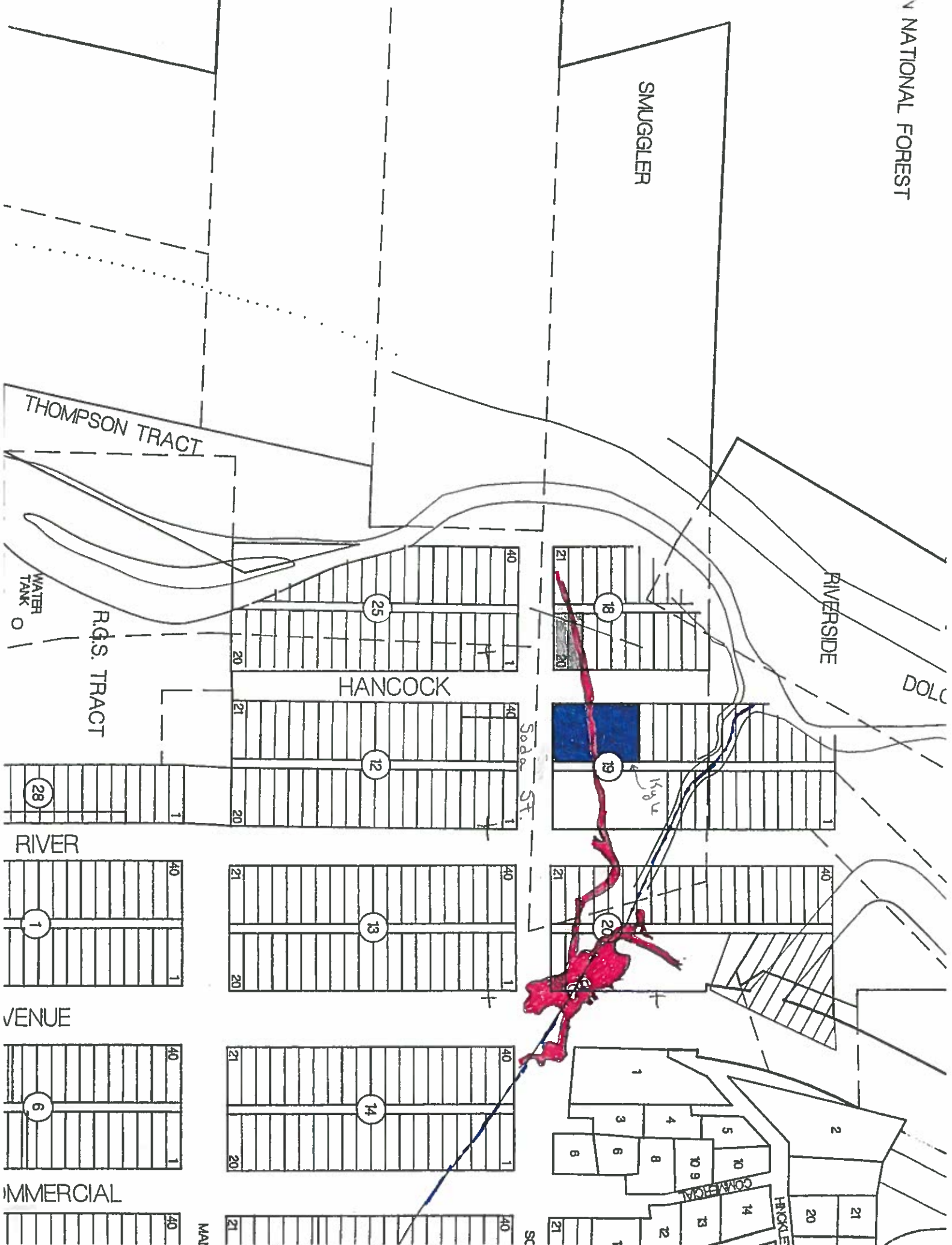
RIVER

VENUE

COMMERCIAL

MAN

SC



Rico creek springs leak

You never know where water is going to pop up these days in Rico. Since May 24, part of Silver Creek apparently has been disappearing down into a 100-year-old mine and re-appearing in unexpected places.

State experts have determined that about 3 cubic feet per second -- or 1,500 gallons a minute -- isn't flowing down the Silver Creek stream bed through the middle of Rico, as it normally would. They believe it is entering an old mine shaft underneath the town and re-emerging near five homes before finally reaching the Dolores River.

The owners of the five homes are concerned about water damage to their homes and yards, about their water lines, septic systems, and buried utilities.

There is also the danger of further cave-ins, said Glen Humiston of the Colorado Division of Water Resources' office in Cortez. A sheriff's line blocks traffic from entering the area, for safety reasons, he said.

Rico gets its drinking water from Silver Creek, but its supply is taken out well above the affected area, so there has been no problem with that, said Rico Mayor Lonnie Cole. Silver Creek was flowing at about 20 c.f.s. last week.

Town crews dug a temporary trench to divert the water away from the homes in danger of being flooded, and that has alleviated the situation, Cole said. The town is awaiting advice from the numerous state and federal officials who have been called in, she said. It may be necessary to wait until the creek is low in the fall to do any permanent work, she added.

Meanwhile, she said the water was overflowing the water meters. Some sewage was floating around, too, but she

wasn't sure where that came from.

The Rico Development Corporation owns the land and mineral rights where Silver Creek is losing water, and did some work of placing rocks and dirt to try to stop it, Cole said.

After breaking through into the old mine, the water is apparently running underground and "bubbling up in different odd places," Cole said.

Dave Bucknam, project administrator for the inactive mine reclamation program, was in Rico to inspect the site. He said springs are bubbling up in yards, coming out of the hillside and standing in potholes.

"Septic systems could present a problem there," he said. "The systems are still working in two houses to the extent that sewage is going down the pipes, but I would suspect it isn't really working as it should. One homeowner said he did smell odors."

"We believe things should be done fairly quickly. The main thing is to improve upon the trench that the town dug last week, perhaps in a different place to catch more water to get it away from the homes," Bucknam said.

Non-toxic dye may be poured into Silver Creek to pinpoint the location where it is entering the mine, Bucknam said. It's premature to suggest any long-term solutions, but it may be possible to line the creek with cement or grout or place a culvert to carry the creek over the area, he said.

"We want to be careful that more doesn't cave in. If we get to poking around with heavy equipment, more ground could fail," he said.

It is difficult to know how far below the surface lie the old mine shafts which are affecting Silver Creek, Bucknam said.

It could be a stope, a tunnel which was mined out following a vein of ore upward. If so, it's hard to tell how far below the surface it is, he explained. It could also be a drift, which is a tunnel to drain the Atlantic Cable Mine or the Van Winkle mine uphill from there. If it is a drift, it is either 40 or 60 feet below the surface, according to two differing reports, Bucknam said.

The last record of active mining there was in 1948, he said.

There is no big gaping hole apparent from the surface, although the townspeople have reported seeing whirlpools in the stream, he said.

"Our big concern now is getting the work done. Rico doesn't have a big budget, so the next recourse is the county (Dolores County), but they may have trouble, too. They can also seek help from the state Division of Disaster Emergency Services," Bucknam said.

The flood from Silver Creek was first no-

ticed by Bobby Robertson, who awoke early one morning to hear water running and discovered his yard full of water.

A monitoring system was set up June 7 by Humiston to measure how much is entering the old mine.

Others consulted include the Army Corps of Engineers, Division of Natural Resources, Colorado Department of Health, State Geological Survey, and Colorado Water Conservation Board.

Meanwhile, while the rest of the Western Slope is enduring an extremely dry period, parts of Rico continue to have more water than they really want.



Dolores Food Market

"Your hometown grocery store"

Kraft Barbeque Sauce 18 oz.--99¢
Spam Luncheon Meat 12 oz.--\$1.59
Crave Cat Food 18 oz. box--89¢
Kraft Marshmallows 16 oz.--89¢

DELI

Variety of Salads & Sandwiches
DAILY LUNCH SPECIALS

509 Central

882-7353

Open 8:30 to 6:30 Mon-Sat
Sunday 10-3

GRAND OPENING Lorna's Doll House

June 18-22 Open 9 to 9
16162 Co. Rd. 311 on
Summit Ridge
882-7307

CD RATES

	Yield	Rate
183 day -1 year	8.06	7.75
1 to 2 years	8.33	8.00
2 to 3 years	8.87	8.50
3 to 5 years	9.42	9.00

DEPOSITS OVER \$50,000 EARN AN EXTRA 1/2 PERCENT

Insured Money Fund 6.00
Over \$20,000 6.50

SUPER NOW 5.00

*Based on annual yield with interest credited to account



CENTENNIAL
SAVINGS BANK FSR

Member FSLIC

Dolores 882-4833

GRAND OPENING

PERM
SPECIAL
\$29.95

Includes Cut



Looking Good Beauty Salon

310 Railroad Ave. (in the Dolores
Laundromat Building)
882-4007

Hairstylists: Annette Gray and
Kimberly Underwood
Manager: Leanne DeMaggio

Open: Monday through Thursday 9:30 to 5:30
Friday, Saturday & Sunday 10 to 6:30



Carstens, BLM discuss major San Miguel land
 ♦ Telluride's bike race turns into another class

TELLURIDE TIMES-JOURNAL

JUNE 22, 1989 • TELLURIDE, CO. • VOL. 27, NO. 28 • TWO SECTIONS • TWO

Tributary threatens Rico homes

*Water pierces
 old mineworks
 on Silver Creek*

by Jim Davidson

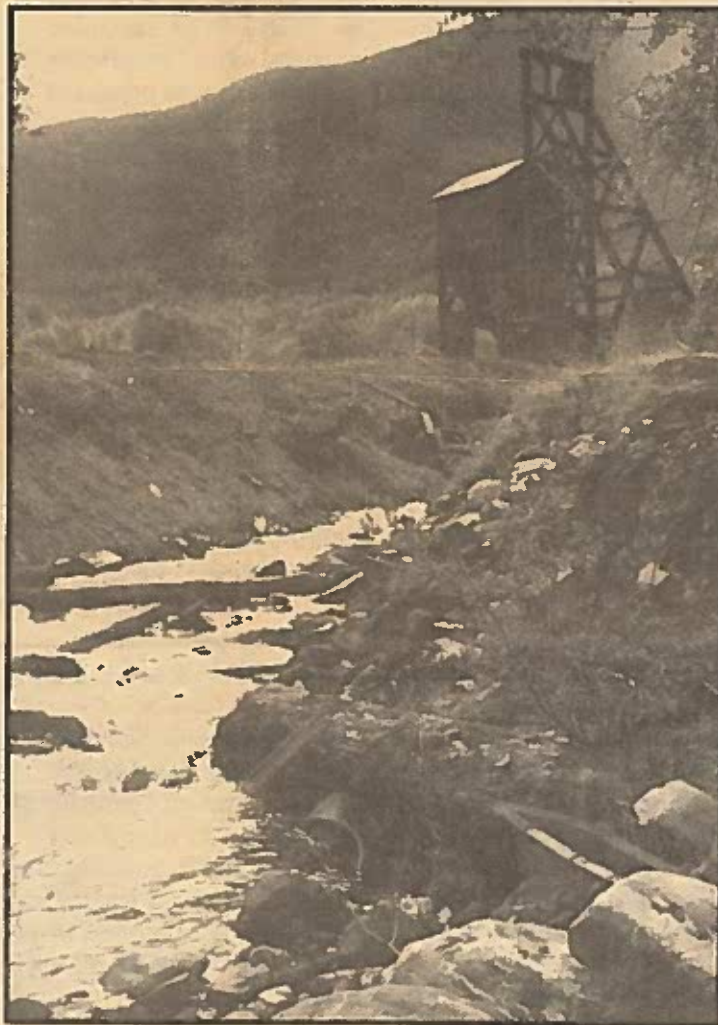
Rico — Bob Robertson and Jim Britton built their log houses along the Dolores River because, among other things, they liked the sound of rushing water at night.

Now, water is rushing in their nightmares.

Robertson and Britton awakened in the wee hours of May 25 to find water mysteriously gushing out of the ground uphill of their homes, threatening their foundations, filling their yards with water and rendering their sewage disposal systems inoperative.

As they were to discover later, the snow-fed waters of Silver Creek, a tributary of the Dolores that bisects Rico east-to-west, had apparently broken through into the ancient workings of the Atlantic Cable mine — one of the oldest and most extensive systems of tunnels in this once thriving silver-mining boom town. Rico is located 28 miles south of Telluride.

After filling an unknown portion of the old workings, the water found its way to the surface in several places — most obviously through an old mine portal just east and



Times-Journal photo / Jim Davidson

Leaking drainage — Old mine timbers clog Silver Creek within 10 feet of the point where water has suddenly begun dropping into abandoned workings. The headframe of the mine, the Atlantic Cable, looms in the background.

uphill of the Robertson and Britton houses and a third log structure belonging to Jack Young.

"I went outside about 5:30 in the morning," Robertson said, "and there was water running everywhere. So I went over and pounded on Jim's (Britton's) door."

Britton, who had re-

tuned from an Australian/Hawaiian tour, only days earlier, wasn't pleased with what he saw.

"The water was bubbling up out of the ground right up there," he said pointing to a pile of river rock and rubble above his house, "and running right under my foundation."

continued on page 9

State testing well water in seeking relocation sites

continued from page 1

The two residents, with later help from Town of Rico maintenance equipment, set to work diverting water from its more destructive courses.

A series of ditches now guides the Silver Creek water around the structures and into the Dolores River. Water that earlier surfaced one-half mile further north and threatened the Bob Williams and Jim Ferando residences has also subsided.

However, Robertson and Britton are far from satisfied.

Both are saddled with dysfunctional septic systems, Robertson swears his house is beginning to lean and both are acutely aware of a government report that speaks of the structures collapsing into the tunnels — some of which were driven in 1869.

"Local officials are concerned that residents of three of the occupied houses could be hurt if other portions of the largely unmapped mine system collapses under the houses," reads a June report from Nicholas A. Mezei, planning engineer with the Colorado Great Basin Branch of the U.S. Army Corps of Engineers.

The Army Corps, the Mined Land Reclamation Division of the Colorado Dept.

necessary to address the situation, according to Rico officials.

That doesn't sit well with Wayne Webster, the managing partner in Rico Development Co. — owner of the Atlantic Cable workings and the private entity at which the liability finger is most commonly pointed.

"I wanted to fix it up. I could have had it fixed last week," Webster said Monday. "But the county (Dolores County) said, 'Don't do it. We'll get the Army Corps of Engineers in here.' Now I hear they want to cement the whole creek bed all the way to the Dolores. (Some 900 linear feet.)"

Webster had proposed that Silver Creek be temporarily diverted north of the trouble spot while a 6-foot by 60-foot culvert was embedded in the creek bed. He said he had even gone so far as to begin dirtwork on the diversion and to get a \$2,600 culvert ready for delivery.

"Then Myron (Dolores County Commissioner Myron Jones of Rico) said, 'anything we do will be wrong according to the Army Corps of Engineers,' and I guess he's right," Webster said. "So I just stopped.

"Now it'll probably be



Times-Journal photo / Jim Davidson

Waterfront property — Ditched water runs through the front yard of Bob Robertson, lower left. Jim Britton, upper left, stands in front of his beleaguered house.

solution. "This is already a slow fix in my estimation," he said. "There are a lot of reports on the problem, but no solutions."

Maxwell last week introduced a resolution that would

Robertson said he would like to have mine-owner Webster relocate his house to another piece of property.

However, Britton said it took him a long time to build his house by the river, and he

"But this is a lot bigger than I am," Britton said. "The fate of me and my house is completely out of my control.

"I guess all I can do is

Rico's council votes to install culvert to divert wayward creek

Rico Town Council Tuesday night voted to take advantage of Silver Creek's dry streambed to install a culvert that might get the creek back on course.

At the same time, the culvert is hoped to leave the residences of Bob Robertson, Jim Britton and Patsy Young high and dry.

Six weeks ago, Silver Creek's rush through the town and into the Dolores River was partly interrupted by a hole in the ground that suddenly diverted a segment of the stream flow into the old Atlantic Cable mine workings.

The diverted water then surfaced adjacent to the three Rico residences, threatening their stability.

Now, the creek still

cascades through the historic mining town, but disappears entirely into the old mine workings, leaving the lower streambed bone dry.

"We've got exclusive use of the creek right now," Robertson observed wryly, acknowledging that water still bubbles out of an old mine portal and runs through his backyard before departing via a ditch for the Dolores.

Meanwhile, drill steels, pieces of pipe, rails – rusted artifacts of a century of mining – lie scattered among the dry, rounded river rocks.

Installation of the culvert, advocated since the advent of the problem by mine owner Wayne Webster, is still not a certainty, according to Rico Council Member Mike

Maxwell.

Maxwell succeeded Tuesday in attaching a

The creek still cascades through the historic mining town, but disappears entirely into the old mine workings...

provision to the culvert vote requiring approval by the Army Corps of Engineers. The Corps had earlier declined to propose a solution of its own, refusing to "compete with the private sector," according to

Maxwell.

Although Maxwell has lobbied hard for employment of private engineering advice by the town, so far the council has chosen to rely on advice from various governmental agencies.

Chief among those governmental agents involved is Mark Davis, mineral resources chief of the Dept. of Natural Resources of the Colorado Geologic Survey.

Davis told the *Times-Journal* Tuesday that he'll offer no remediation advice until he "figures out what is going on down there," in reference to the Atlantic Cable workings.

Davis wants to ascertain the actual path of Silver Creek waters through the complex network of tunnels,

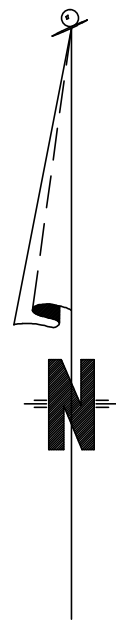
and has unsuccessfully attempted the use of dye to trace the flow.

"That wasn't surprising," Davis said of the failure of the dye to provide information. "The dye has little retention time, and the water could be moving quite a ways under there."

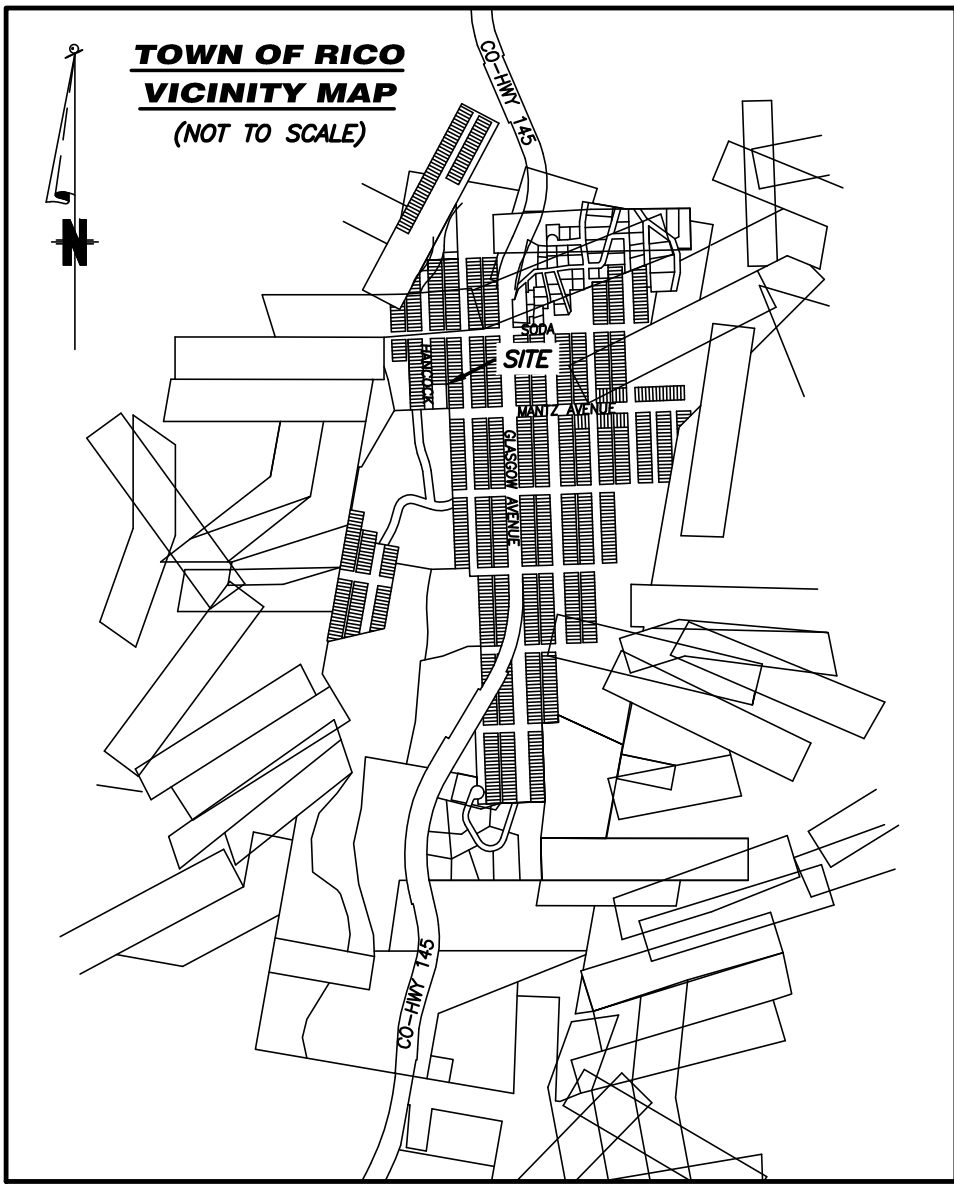
Davis said he will return to the site for further work once results concerning the loading of heavy metal and other potential pollutants into the Dolores River have been received.

"There's nothing to be alarmed about yet," Davis said in describing tests already conducted by the Environmental Protection Agency and the Colorado Dept. of Health.

Lot 21R-A and Lot 21R-B, Smuggler Subdivision, Block 19, Town of Rico
A Minor Subdivision of Lot 21R, Smuggler Subdivision, Block 19, Town of Rico



SCALE: 1"=16'
0 4 8 12 16 32



DEDICATION:

Know all persons by these presents:
THAT Donna Lynn Kyle, being the owner of the land described as follows:

Lot 21R, Smuggler Subdivision, according to the plat thereof filed for record August 4, 2003 in Book 323 at page 382, County of Dolores, State of Colorado.

under the name LOT 21R-A AND LOT 21R-B, SMUGGLER SUBDIVISION has laid out, platted and subdivided same as shown on the plat, and by these presents do hereby dedicate to the perpetual use of the Town of Rico, Dolores County, Colorado, the streets, alleys, road and other public areas as shown hereon and hereby dedicate those portions of land labeled as utility easements for the installation and maintenance of public utilities as shown hereon.

In witness hereof the said owner has caused his name to be here unto subscribed this _____day of _____, 20____.

By:

Donna Lynn Kyle

NOTARIAL

State of Colorado,)
County of Dolores)ss

The foregoing instrument was acknowledged before me this _____day of _____, 20____, by _____

Donna Lynn Kyle

My commission expires _____
Witness my hand and official seal.

Notary Public

TITLE INSURANCE CERTIFICATE:

Alpine Title, a Colorado licensed title company, does hereby certify that we have examined the title to the lands herein shown on this plat of LOT 21R-A AND LOT 21R-B, SMUGGLER SUBDIVISION and that the title to this land is in the name of Donna Lynn Kyle and is free and clear of all liens, taxes and special assessments except as follows:

Title Insurance Company Representative

COUNTY TREASURER'S CERTIFICATE:

I certify that according to the records in the Dolores County Treasurer's office, there are no liens against the property included in the subdivision, or any part thereof, for unpaid State, county or municipal ad valorem taxes or special assessments certified to the County Treasurer for collection.

County Treasurer

Date

NOTES:

1. Approval of this plan shall create a vested property right pursuant to Article 68 of Title 24 C.R.S., as amended, subject to the limitations of Telluride Land Use Code Section 5-208.

2. Easement research by Alpine Title, file number 947CEA, dated June 30th, 2017 at 10:33 AM.

NOTES OF CLARIFICATION:

- The Configuration of the following lots, tracts, and right-of-way have been modified by this plat:
None
- The following lots have been created by this plat:
Lot 21R-A and Lot 21R-B
- The following lots have been deleted by this plat:
Lot 21R

4. BASIS OF BEARINGS: Bearing from the brass cap monument LS 24954 at the intersection of Glasgow Avenue and Mantz Street to the brass cap monument LS 24954 at the intersection of Glasgow Avenue and King Street, assumed as the historic bearing of South 02 degrees 06 minutes 00 seconds East.

5. NOTICE: According to Colorado law, you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

6. For the future development of Lot 21R-B, Hancock Street shall be considered the "Front Yard" and the Alley shall be considered the "Rear Yard". The setback dimensions noted in the Rico Land Use Code at the time of development application shall apply.

LAND SURVEYOR'S CERTIFICATE:

I, David R. Bulson, being a Professional Land Surveyor in the State of Colorado, do hereby certify that this plat and survey of the LOT 21R-A AND LOT 21R-B, SMUGGLER SUBDIVISION was made by me and under my direct responsibility, supervision and checking and that both are accurate to the best of my belief and knowledge. I further certify that all monuments and markers were set as required by the Town of Telluride Land Use Code and Articles 50 and 51 of Title 38, C.R.S.

Dated this _____ day of _____, A.D., 20____.

David R. Bulson

L.S. 37662

PLANNING COMMISSION APPROVAL:

The Planning Commission of Rico, Colorado did hereby authorize and approve this plat of the above subdivision at a meeting held on the _____ day of _____, A.D., 20____.

Chairperson

RECORDER'S CERTIFICATE:

This plat was filed for record in the office of the Dolores County Clerk and Recorder on this _____ day of _____, 20____, at Plat Book _____, Page _____, Reception No. _____, Time _____.

San Miguel County Clerk

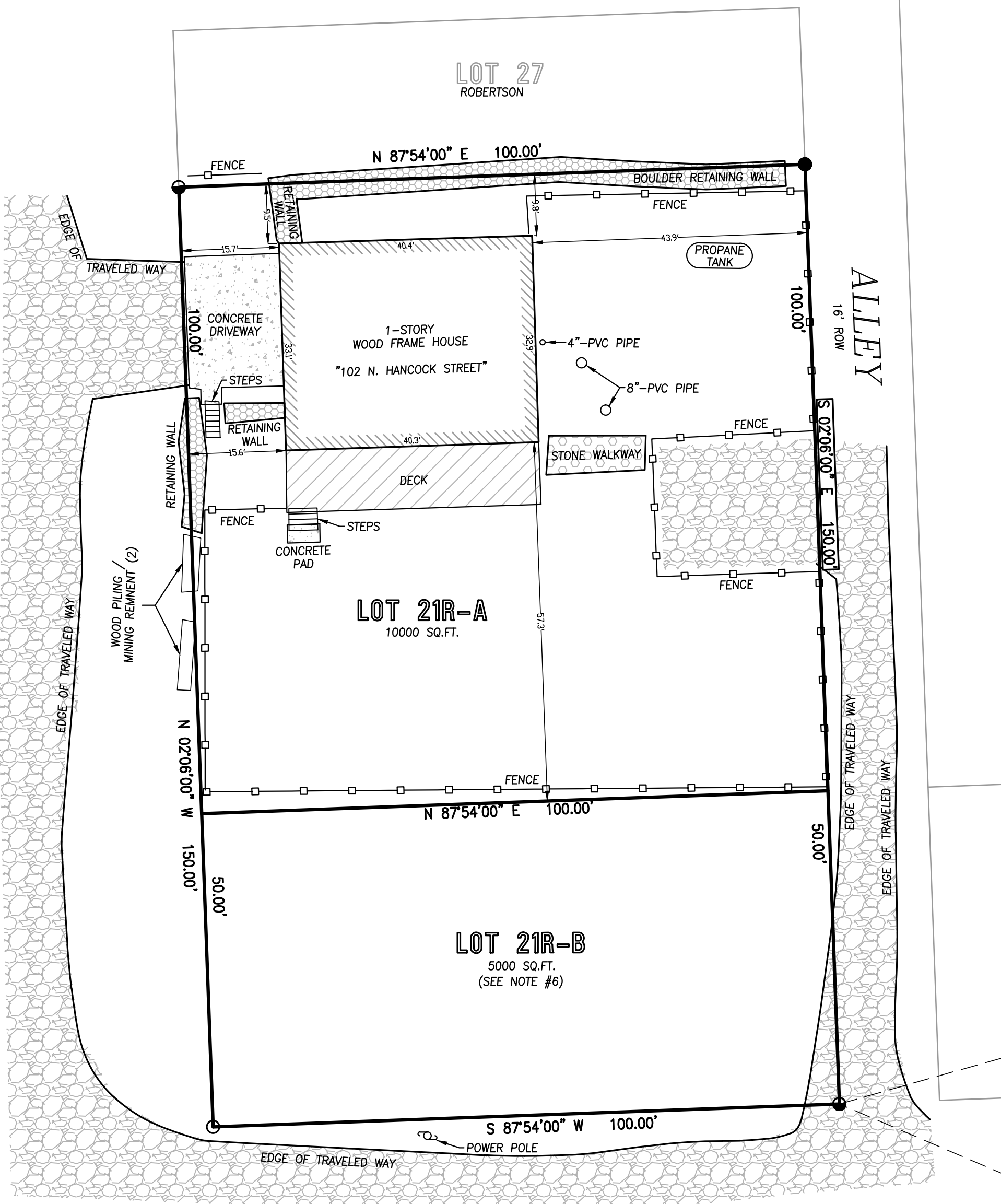
APPROVAL BY THE TOWN:

The within plat of LOT 21R-A AND LOT 21R-B, SMUGGLER SUBDIVISION is authorized and approved for filing this _____ day of _____, 20____. The dedication of land and public ways shown hereon are accepted by the Town Council of the Town of Rico, State of Colorado, subject to the condition that the Town shall undertake the maintenance of said public ways only after construction of said public ways has been satisfactorily completed to the Town's specifications by subdivider and a Resolution of the Rico Town Council, Colorado accepting the same, has been adopted and placed on record.

Town of Rico

BY: _____
Mayor

ATTEST: _____
Clerk



LEGEND	
●	FOUND 1-1/2" ALUMINUM CAP ON #5 REBAR, L.S. 24954
●	FOUND 1-1/2" ALUMINUM CAP ON #5 REBAR, ILLEGIBLE
○	FOUND #6 REBAR WITH NO CAP
SET 18" #5 REBAR WITH 1 1/2" ALUMINUM CAP - L.S. 37662	

Project Mgr:	db	Rev.	description	date	by
Technician:	db				
Checked by:	db				
Start date:	8/16/17				



970-728-6153 970-728-6050 fax
P.O. BOX 1385
125 W. PACIFIC, SUITE B-1
TELLURIDE, COLORADO 81435

Drawing path: dws\Replat 08-16-17.dwg

Sheet1 of 1 Project #: 13037

STATE OF COLORADO
DOLORES COUNTY

CERTIFICATE OF TAXES DUE
Thru Tax Year 2017

Certificate No 85
Printed 04/19/2018

Assessed Owner:

KYLE DONNA LYNN
P.O. BOX 3389
TELLURIDE CO 81435

SCHEDULE NUMBER 504735101001 R
TAX DISTRICT 102
ROLL PAGE 961

Ordered by: ALPINE TITLE

===== N O T I C E =====

I, the undersigned, County Treasurer in and for said County, do hereby certify that there are no unpaid taxes or unredeemed tax lien sale certificates, except as shown below, as appears of record in this office, on the following described property, to-wit:

TAXING ENTITIES	\$/THOUS	TAX		
SCHOOL DIST RE-2J	20.962	360.92		
DOLORES COUNTY	28.013	482.34	2017 TAX AMT	1343.04
TOWN OF RICO	18.744	322.73	2017 TAX PD	671.52-
RICO FIRE PROTECTION	7.468	128.58		
S W WATER CONS	.407	7.01		
DOLORES WATER CONS	2.408	41.46		
TOTALS	78.002	1343.04		

LEGAL DESCRIPTION OF PROPERTY

LOT 21R SMUGGLER SUB DIV 35-40-11
B-66 P-112 B-95 P-600 B-180 P-75-77 B-193 P-341
B-193 P-341,342,351 B-233 P-496,497 B-238 P-313
B-238 P-340 B-266 P-445 B-269 P-316-319
B-269 P-320(PA) B-269 P-321 (PA) B-323 P-382-384(SUBDIV
B-324 P-10(PA),12(WD) B-333 P-297(WTR) 163443(WD)

TOTAL IS CORRECT ONLY IF PAID BY: 06/15/2018 Total Now Due \$671.52

IN WITNESS WHEREOF; I have hereunto set my hand and the seal of my office,
this 19TH day of APRIL A.D. 2018

JANIE STIASNY
DOLORES COUNTY TREASURER

BY: 



This Certificate does not certify as to any taxes which may, or may not, be due on any Mobile Home, Improvement, Personal Property, Oil, Gas, Mineral Rights, or Special Assessments which may, or may not, be located on the Property described above, unless specifically listed and described. Information regarding special taxing districts and the boundaries of such districts may be on file or deposit with the board of county commissioners, the county clerk and recorder, or the county assessor.

Narrative Comment

The setbacks comply with existing residential uses within 300 feet. No non-conforming land use is not being created. There is adequate space to accommodate off street parking per RLUC, Section 204.9, which requires one 9'x18' space per dwelling unit,

Lot 21 R-A as shown on the plat map determined that the house dimensions are approximately 40.35 x 33.1 square feet.

The rear yard setback is 9.5'

The side yard setback is 15.6' on the westside

The side yard setback and 43.9' on the east side.

The front yard setback is 57.3'

All other features of the home and parking are located within the boundary lines.

**TOWN OF RICO
ORDINANCE NO. 2018-**

**AN ORDINANCE OF THE TOWN OF RICO, CONCERNING THE ABILITY
TO IMPLEMENT WATER RESTRICTIONS AND SET FORTH PENALTIES
FOR NON-COMPLIANCE**

WHEREAS, the water supply for the Town of Rico is a precious, valuable and critical resource;

WHEREAS, the Town has seen periods of drought that significantly impact the local water supply, threatening the health, safety and welfare of the Town of Rico and its inhabitants;

WHEREAS, pursuant to the Rico Home Rule Charter §10.3, the Town has the power to buy, exchange, lease, sell, own, control and otherwise deal in water rights;

WHEREAS, the interests of the Town and its inhabitants are best served by a plan ensuring continued availability and delivery of water at all times, including times of drought, environmental and, or, other man-made conditions;

WHEREAS, the Town of Rico recognizes the need to enforce and ensure the efficacy of such restrictions by penalizing noncompliance therewith to better protect its water resources; and

WHEREAS, the Board of Trustees has the authority to declare an emergency ordinance, if necessary, for the immediate preservation of the public peace, health or safety of the citizens pursuant to Rico Home Rule Charter §3.6, as amended.

THE BOARD OF TRUSTEES OF THE TOWN OF RICO ORDAINS, as follows:

A. Water Shortage. A water shortage may be declared when one (1) or more of the following circumstances exist:

1. When the Town of Rico's total water treatment capacity, as determined by the Town Manager utilizing the total combined treated water available from the Town's well and such other potable water supply systems as may be developed, and potable water consumption are approaching or at:
 - a. eighty percent (80%) for voluntary conservation;

- b. ninety percent (90%) for mandatory conservation; or
 - c. the Town Manager otherwise determines that the Town's raw water supply or water treatment system is insufficient to satisfy the daily water use demands for the applicable time period.
2. When the Town is unable to treat sufficient water to maintain its treated water storage tanks located above the Town of Rico or any other raw or treated water storage reservoirs developed by the Town, at their maximum capacity.
 3. When an emergency condition arises, such as a mechanical breakdown or reduced treatment capacity due to high stream turbidity, insufficient raw water supply or fire flow requirements.
 4. When any or all of the above is anticipated to occur in the near future and it is determined that immediate imposition of conservation measures is necessary to ensure adequate time for public awareness and education to ensure the level of compliance required.
 5. When implementation of water conservation measures is required by reason of any water court decree or stipulation.

B. Declaration of Shortage. The Town Manager or the Rico Board of Trustees, as the case may be, shall determine if a water shortage exists, whether to implement voluntary or mandatory conservation measures and which of the measures identified below to implement. If so determined, the Town Manager, shall make or cause to be made public announcements in the news media that voluntary or mandatory conservation measures are in effect and shall include a description of the conservation measure or measures to be implemented.

C. Conservation Measures. The Town Manager or Board of Trustees may impose any one (1) or more of the following as voluntary or mandatory conservation measures in the event of a water shortage. The listing below is not in order or preference, nor is imposition of one (1) a condition precedent to imposition of any following measures:

1. Persons will be urged to conserve water in every possible way in their homes and businesses.
2. Persons will be urged to avoid sprinkling their lawns and watering gardens, shrubs, trees or plants unless needed to avoid damage or loss and, at any rate, not more than every second day

for not more than thirty (30) minutes within a twenty four (24) hour period.

3. Washing of public or private sidewalks, streets, driveways, parking areas, patios or other paved areas with municipal treated water shall be prohibited.
4. Power washing of structures with municipal treated water shall be prohibited.
5. Filling, refilling or replacement of water in hot tubs or landscape water features with municipal treated water shall be prohibited; provided, however, that the Town Manager may permit filling of hot tubs or water features to make up for losses through evaporation or use.
6. Installation of new public or private landscaping shall be prohibited. In the event that landscaping is required as a condition of development approval, the requirements will toll during the period of imposition of conservation measures but eventual installation will continue to be secured by any required bonding.
7. Service of water to restaurant patrons shall be prohibited unless requested by the patron.
8. Noncommercial washing of cars or other motor vehicles, trailers or boats with municipal treated water shall be prohibited, except by bucket.
9. Use of municipal treated water for commercial car washes shall be prohibited.
10. Use of municipal treated water for irrigation for any public or private lawns, gardens, trees, shrubs, plants, municipal or school fields, or similar grass areas shall be prohibited except for a period not to exceed thirty (30) minutes, between the hours of 9:00 p.m. to 9:00 a.m., and only on days designated by the Town Manager.
 - a. Pursuant to this subsection 10, the Town Manager shall establish a schedule for irrigation that may be determined by any method he or she deems appropriate, including the establishment of zones within the area receiving municipal water service.

- b. The restrictions in this subsection shall not apply to any person engaged in the business of growing or selling plants of any kind, with respect to water for such plants only.

D. The Board of Trustees may, in the event of a water shortage, impose by ordinance the following conservation measures:

1. A prohibition against any new connections to the municipal water system; including pending site-specific development plans on the date of the adoption of the ordinance imposing this restriction pursuant to Rico Land Use Code 110.6. For purposes of these restrictions, pending site-specific development plans means any applications for development that requires new or additional water taps.
2. Prior to and as a condition of implementing, the Trustees shall find and determine:
 - a. the water shortage is of such severity or possible duration that imposition of the water conservation measures described in section C, above, are inadequate and immediate imposition of the water conservation measures described in this section is required for the preservation of public peace, health or safety.
 - b. The facts underlying such a determination shall be specified in the ordinance imposing the measures.

E. Applicability. The water conservation measures shall apply to all users and properties served by the municipal water system.

F. Duration. Any voluntary or mandatory conservation measure imposed, and the duration thereof, shall be reasonably calculated to address the identified water shortage.

G. Termination. Voluntary or mandatory conservation measures may be reduced or terminated upon the announcement of the Town Manager (or Board of Trustees with respect to measures imposed by the Board of Trustees) when the water shortage requiring such measures has abated.

H. Violations. Whenever a violation of a mandatory water conservation measure is observed, or whenever probable cause exists to believe a violation of a mandatory water conservation measure has occurred, a written Notice shall be posted in a conspicuous place on the property

where the violation occurs or occurred. Said Notice shall be deemed valid if:

- a. it shall be personally served upon the owner or occupant or placed in the U.S. mail, postage prepaid and addressed to the owner or occupant, according to the last known address given by the resident to the City;
- b. it describes the violation including the provision of this ordinance believed to have been violated;
- c. an order that the violation be abated, corrected or cured immediately or within such time as specified in the notice.
- d. the law enforcement official serving the occupant or owner shall complete an affidavit of service that contains a description of the documents served, the individual the information was served on, the date, time and location, if available, the information was served, and in what manner the information was served.
- e. the Town Marshal of Rico shall have the power to issue warning notices or a summons and complaint to any person in violation of this Chapter.

I. Penalties. The following penalties shall apply to any violation of this ordinance:

- a. for a first offense: a penalty of five hundred dollars (\$500.00);
- b. for a second or subsequent offense: a penalty of one thousand dollars (\$1,000.00);
- c. if an order issued pursuant to section H is not complied with as specified in written notice, water service to the property upon which the violation occurred or is occurring may be disconnected.
- d. in the event water service to the property in violation is disconnected, and in addition to any fine or penalty authorized under this section I, a fee of one hundred dollars (\$100.00) shall be paid for the reconnection of any water service if a violation is found to have occurred.

2. The remedies provided for herein are cumulative. Any penalties or fees due and unpaid hereunder shall be a lien upon the property.
3. An owner or occupant of a residence or commercial establishment may be held responsible for a violation of this ordinance regardless of any agreement between the property owner and a third party. If the identity of the owner or occupant is not known, the entity responsible for payment of the water services for the subject property shall be held responsible for any penalties assessed pursuant to this section. Violations of this ordinance occurring at different locations but involving the same individual, regardless of whether that individual is an owner or occupant, shall not alter or waive the graduated penalties of this ordinance.
4. Any person aggrieved by a water service disconnection pursuant to this section, may seek a hearing before the Board of Trustees by requesting the same within five (5) days of the service disconnect or issuance of the fine. Such request shall be submitted to the office of the Town Manager in writing.

INTRODUCED, READ, APPROVED AS INTRODUCED, AND ORDERED PUBLISHED on first reading by Town of Rico Board of Trustees this 16th day of May, 2018.

READ, APPROVED AND ADOPTED BY FINAL READING by Town of Rico Board of Trustees this __ day of June, 2018

TOWN OF RICO, COLORADO

Zach McManus, Mayor

ATTEST:

Linda Yellowman, Town Clerk

**TOWN OF RICO
ORDINANCE NO. 2018-__**

AN ORDINANCE OF THE TOWN OF RICO, REPEALING AND REPLACING ORDINANCE NO. 2014-06, BEING THE LICENSING AND PERMITTING OF RETAIL MARIJUANA ESTABLISHMENTS

WHEREAS, the Town of Rico voters approved the permitting of Retail Marijuana Establishments as defined under C.R.S. 12-43.3 103(17) on November 4, 2014;

WHEREAS, the Board of Trustees previously passed Ordinance 2011-02 which prohibits Medical Marijuana as defined under C.R.S. 12-43.3-104(11) and the repeal and replacement of Ordinance 2014-06 herein does not affect Ordinance 2011-02;

WHEREAS, the Board of Trustees previously passed Ordinance 2014-06, authorizing the licensing and regulation of Retail Marijuana Establishments, as defined under C.R.S. 12-43.4-103(17)

WHEREAS, the previous Ordinance 2014-06 prohibited Retail Marijuana Establishments from being located within 1000' of any school or church which limited the possible location of a retail marijuana establishment within the town limits;

WHEREAS, the Board of Trustees desires to reduce the distance within which a retail marijuana establishment can be located within any school or church from 1000' to 300' to allow a retail marijuana establishment to open in the Town of Rico; and

WHEREAS, the Board of Trustees desires to correct some grammatical errors in the previous Ordinance 2014-06 and to add some additional license application requirements when an applicant applies for a license or special use permit to operate a Retail Marijuana Store as defined under C.R.S. 44-12-103(28).

THE BOARD OF TRUSTEES OF THE TOWN OF RICO ORDAINS, as follows:

Ordinance 2014-06 is hereby repealed and replaced with the following:

Section 1. Authority.

This Ordinance is authorized pursuant to Article XVIII, Section 16, of the Colorado Constitution and the Colorado Retail Marijuana Code, C.R.S. 12-43.4-101, et seq. which authorizes the licensing and regulation of Retail Marijuana

Establishments, as defined under C.R.S. 12-43.4-103(17), as amended, and affords local governments the option to determine whether or not to allow retail marijuana businesses within their respective jurisdictions and to adopt licensing requirements that are supplemental to or more restrictive than the requirements set forth in state law.

Section 2. Colorado Retail Marijuana Code Compliance.

All Retail Marijuana Establishments in the Town of Rico shall be in compliance with the Colorado Retail Marijuana Code, C.R.S. 12-43.4-101, *et seq* as amended and no Retail Marijuana Establishment shall be operated in the Town of Rico except as permitted and licensed by the State of Colorado and the Town of Rico.

Section 3. License Required for Operation of Retail Marijuana Establishments.

It shall be unlawful for any person to establish or operate a Retail Marijuana Establishment in the Town of Rico without having first obtained a license from the local licensing authority. Such license shall be kept current at all times, and the failure to maintain a current license shall constitute a violation of this Ordinance.

Section 4. Licensing Authority.

The Board of Trustees shall act as the licensing authority for review and approval of all licenses for Retail Marijuana Establishments. The Town Manager shall act as support staff to the Licensing Authority and accept and process all applications for Retail Marijuana Establishments, and shall collect fees, draft and maintain such applications, forms, and administrative materials as may be required for operation of this Ordinance.

Section 5. Requirements of Applications, Modifications and Renewals

(A) A person seeking a license or renewal of a license issued pursuant to this Ordinance shall submit an application the local licensing authority on forms provided by the Staff. At the time of application, each applicant shall pay a non-refundable license fee to the Town in an amount to be determined by the Town by separate Resolution to defray the costs incurred by the Town including, but not limited to, processing the license, administration, inspection and enforcement of Retail Marijuana Establishments.

(B) A copy of the application and all supporting documentation provided to the State of Colorado for licensing under state law and regulations shall be made available to the Town, upon its request.

(C) The information provided with the application shall include, but is not limited to:

(1) a complete application and the application fee as set forth in the appropriate fee schedule;

(2) the name, address, and date of birth of the applicant or of each of the partners, officers, directors, or managers if the applicant is a corporation, limited liability company, partnership, joint venture, or other business entity;

(3) a copy of the driver's license of each applicant or partner, officer, director or manager if the applicant is a corporation, limited liability company, partnership, joint venture, or other business entity, or such other evidence of lawful presence and residency, if applicable;

(4) a complete set of fingerprints of the applicant or of each of the partners, officers, directors or managers, if the applicant is a corporation, limited liability company, partnership, joint venture, or other business entity, unless a request is made and approved to use previously submitted fingerprints on file be used;

(5) such other information as the Local Licensing Authority or the Staff on its behalf may require in order to determine whether a local license should be granted;

(6) financial information regarding loans and investors necessary to determine whether all persons with a financial interest in the retail marijuana establishment have been included as owners pursuant to Colorado statute and regulations; and

(7) information and such documentation as Staff may reasonably require demonstrating the availability of an adequate water supply for both irrigation and domestic uses during the term of the license and shall confirm such information and demonstrate continued availability of an adequate water supply as part of any renewal application. Hauled water may not be used as a source of water and shall not be considered an adequate water supply except as an emergency, temporary supply.

(D) The local licensing authority shall direct the Town of Rico Marshall to conduct a criminal history background check pursuant to C.R.S. 12-43.4-307 to determine whether the applicant, or the partners, officers, directors, or managers if the applicant is a corporation, limited liability company, partnership, joint venture, or other business entity are qualified to hold a local license based upon the criteria and prohibitions set forth in C.R.S. 12-43.4-306.

(E) Each application must be verified by the oath or affirmation of the applicant, or the person submitting the application on behalf of the applicant if the applicant is a corporation, limited liability company, partnership, joint venture, or other business entity.

(F) Any misrepresentation, omission, or falsehood of material information provided and verified in the application may be grounds for immediate denial of the application or revocation of a license. Material information includes, but is not necessarily limited to: the name of the applicant, and any partners, officers, directors or managers if the applicant is a corporation, limited liability company,

partnership, joint venture, or other business entity; the residency of the applicant or any partner, officer, director, or manager if the applicant is a corporation, limited liability company, partnership, joint venture, or other business entity; information regarding land ownership of a marijuana cultivation facility; omission of existing agreements or contracts for change in ownership of the entity, or ownership of the land on which a marijuana cultivation facility is proposed; financial interests or financing; and criminal history.

(G) Modifications of a license during the term of the license may be made by submitting an application identifying the modifications requested in the locally issued license. Minor modifications of premises approved by the State including internal premises changes or other minor modifications not increasing the overall size of the facility will be reviewed by Staff. Major modifications will be considered by the Local Licensing Authority and approved or denied in the discretion of the Local Licensing Authority. Modifications include substantial alterations to the facility, ownership, or other terms and conditions, as provided under state law and regulations. Modifications will also include any change in the lease or ownership of the property on which a facility is located. Any proposed modification that includes expansion of a greenhouse or other related facilities by more than 10% of the licensed square footage shall require on-site posting and notice to adjacent property owners.

(H) The Local Licensing Authority will consider all requests for transfer of a local license to a new person, or business entity upon the submittal by a licensee and proposed transferee of an application for transfer the license, after submitting the application to transfer, the fee and providing the license has been put to use and the Retail Marijuana Establishment is in operation and open for business. Any change in ownership, including restructuring of an existing business entity to include additional members, partners, shareholders or any financial arrangement that includes a financial interest in the entity, including a share of profits, future ownership rights or promise of future ownership rights, requires approval of the Local Licensing Authority. The application shall include documentation that a transfer of ownership application has been submitted to the State and is in process, or, documentation showing that the State has approved or conditionally approved, the transfer of the corresponding state license or permit to the proposed transferee. The application shall include the information provided for a new license, including a complete set of fingerprints for all persons, partners, members, officers, and managers. The Local Licensing Authority may request such additional investigation or information as it deems necessary to make an informed decision and may approve or deny the application for transfer in its discretion, and upon such terms and conditions as may be approved by the Local Licensing Authority and agreed to by the proposed transferee.

Section 6. Cultivation Facilities.

(A) Licensed Marijuana Cultivation Facilities, defined under Colorado Constitution, Article XVIII, Section 16(2)(h), may propagate, cultivate, harvest, prepare, cure, package and label retail marijuana, whether in concentrated form or otherwise, and sell retail marijuana that they have cultivated to a person licensed by the State of Colorado to operate a Retail Marijuana Store, production facility, testing facility, or other cultivation facility. Licensed Marijuana Cultivation Facilities are prohibited from selling retail marijuana to any consumer.

(B) Marijuana Cultivation Facilities may be located anywhere in the Town of Rico where agriculture, including greenhouses, may be conducted, either by right or by a special use permit. All cultivation activities shall occur within an enclosed space and shall be subject to all security requirements imposed by this Ordinance and by state law and regulations.

(C) Marijuana Cultivation Facilities shall be subject to all provisions of the Town of Rico Land Use Code applicable to agricultural uses and facilities.

(D) Operators of Marijuana Cultivation Facilities shall use best practices to conserve water in cultivation operations and shall avoid the use of treated water from a domestic water provider for irrigation purposes.

(E) Internal lighting used during night-time hours (from sunset to sunrise) shall not be visible to adjacent properties. Exterior lighting shall be consistent with the Town of Rico Land Use Code.

Section 7. Retail Marijuana Stores.

(A) Retail marijuana stores and facilities may be located within the Town of Rico in any location where retail or commercial operations are permitted under the Town of Rico Land Use Code or pursuant to an approved special use permit. All applicable provisions of the Land Use Code shall apply, including requirements for a special use permit for retail or commercial uses in pertinent zoning districts.

(B) No Retail Marijuana Establishment shall be located within 300' of any school or church.

(C) Signage and advertising shall be permitted as provided in the Land Use Code and pursuant to state law and regulations, but in the event of a conflict between state law and the Land Use Code, the more stringent requirement shall apply.

(D) In any Retail Marijuana Store in which edibles are sold to consumers, a sign shall be prominently and conspicuously displayed to inform consumers that the edible products have not been inspected by a local public health agency.

(E) There shall be posted in a conspicuous location in each Retail Marijuana Store a legible sign with the following warning:

"The use of marijuana or marijuana products may impair a person's ability to drive a motor vehicle or operate machinery. It is illegal under state law to drive a motor vehicle or operate machinery when under the influence of, or impaired by, marijuana.

"Possession and distribution of marijuana Is a violation of federal law.

"No one under the age of twenty-one (21) years is permitted on the premises."

Section 8. Retail Marijuana Products Manufacturers.

(A) Retail Marijuana Product Manufacturing Facilities, including production of edibles, may be located within the Town of Rico at any location where food production or manufacturing is permitted by the Town of Rico Land Use Code as a use by right, or pursuant to an approved special use permit.

(B) Licensed Retail Marijuana Products Manufacturers may manufacture, prepare, package and label retail marijuana products, whether in concentrated form or that are comprised of marijuana and other ingredients intended for use or consumption. Licensed retail marijuana products manufacturers may sell retail marijuana products of its own manufacture to persons holding a retail marijuana store license from the State of Colorado, or to other licensed retail marijuana products manufacturers. Licensed Retail Marijuana Products Manufacturers are prohibited from selling retail marijuana or retail marijuana products to any consumer.

(C) Licensed Retail Marijuana Products Manufacturers are prohibited from manufacturing, preparing, packaging or labeling marijuana products in a location that is operated as a retail food establishment or as a wholesale food facility.

(D) All packaging shall include a notice that the contents have not been inspected by the county public health agency.

Section 9. Retail Marijuana Tasting Facilities.

(A) Retail Marijuana Testing Facilities may be located within the Town of Rico at any location where agricultural, commercial or industrial uses are permitted by the Town of Rico Land Use Code as a use by right, or pursuant to an approved special use permit.

(B) Licensed Retail Marijuana Testing Facilities may accept samples of retail marijuana or retail marijuana products from retail marijuana establishments for testing and research purposes only.

(C)Licensed Retail Marijuana Testing Facilities are permitted to develop retail marijuana products; however, they may not engage in the manufacturing of retail marijuana. Licensed Retail Marijuana Testing Facilities are further prohibited from selling, distributing or transferring retail marijuana or retail marijuana products.

(D) A person who has a financial interest in a Retail Marijuana Testing Facilities is prohibited from holding a financial interest in a medical marijuana business licensed pursuant to the Colorado Medical Marijuana Code, or a financial Interest in any other retail marijuana establishment.

Section 10. Dual Licenses.

Any person who has been licensed by the State of Colorado for multiple licenses to engage in multiple operations or for multiple facilities may apply for such dual operations in the Town of Rico County to the extent that such operations are otherwise permitted by this Ordinance and the Land Use Code.

Section 11. Continuing Compliance Documentation.

Any person licensed for any Retail Marijuana Establishment in the Town of Rico shall demonstrate continued compliance with all state licenses, laws and regulations. Licensees shall provide the Town of Rico with copies of all documents updating information, agents, employees, operations, violations, enforcement actions, or other administrative matters sent to or received from the State of Colorado licensing and enforcement agencies.

Section 12. Issuance of License, Duration, Renewal, License Limitations.

(A) A maximum of three (3) Retail Marijuana Establishment licenses shall be issued by the Local Licensing Authority. The Local Licensing Authority may, by resolution, increase or decrease the number of licenses allowed. An application for renewal of an existing retail marijuana establishment license shall receive a preference over an application for a new retail marijuana establishment license, if the existing business has substantially met all of the requirements of this Ordinance and the Colorado Retail Marijuana Code during the previous license term and is in good standing. If a new retail marijuana store license or a new retail marijuana cultivation license becomes available for issuance after the issuance of the initial licenses, the Town Clerk shall publish a notice stating when the Town will accept applications for such licenses. Any applications received before or after the period described in such notice will be considered null, void and of no effect

(B) Upon issuance of a license, the Town shall provide the licensee with one (1) original of such license for each establishment or facility to be operated by the

licensee in the Town. This original license shall be displayed in a location visible to the public or to enforcement officials. The license shall include the name and address of the licensee, the type of facility permitted, and the address of the facility at which it is to be displayed.

(C) Each license issued pursuant to this Ordinance shall be valid for one (1) year from the date of issuance and may be renewed only as provided by this Ordinance. A renewal application shall be filed not less than sixty (60) days prior to expiration and not more than ninety (90) days from expiration. The timely filing of a renewal application shall extend the current license until a decision is made on the renewal. An untimely application may be accepted upon the payment of a late application fee of \$500 to expedite processing, and such application shall serve to extend the license until a decision is made on the renewal.

(D) Notwithstanding any state law to the contrary, a licensee whose license has expired and for which an application for renewal has not been received prior to the expiration date, shall be deemed to have forfeited its license under this Ordinance. The Town shall not accept a renewal application after the expiration of the license. A licensee whose license expires shall not cultivate, harvest, process, manufacture, produce, or sell retail marijuana or retail marijuana products until a new license has been obtained.

(E) At the sole discretion of the licensing authority, a renewal license may be issued for a period in excess of one (1) year, depending upon the compliance history of the licensee, and such other factors as the licensing authority in its sole discretion may determine are relevant.

Section 13. Authority to Impose Conditions on License, or to Deny License.

The local licensing authority shall have the authority to impose such reasonable terms and conditions on a license or to deny a license or renewal of a license as may be necessary to protect the public health, safety and welfare of the people of the Town of Rico, and to obtain compliance with the requirements of this Ordinance and applicable law.

Section 14. Annual Operations Fee.

Upon issuance of a license or a renewal of a license, the Licensee shall pay to the Town a fee in an amount to be determined by the Board of Trustees by separate Resolution to be sufficient to cover the annual costs of inspections and for the purpose of determining compliance with the provisions of this Ordinance and any other applicable state or local laws or regulations.

Section 15. Signage and Advertising.

All signage and advertising for a Retail Marijuana Establishments shall be in compliance with state laws and regulations, as well as the Town of Rico County Land Use Code, and any applicable special use permit.

Section 16. Security.

All security measures shall be in compliance with state law and regulations, and shall include security surveillance cameras, robbery and burglary alarms, a locking safe affixed to the premises, exterior lighting, and deadbolt locks on all exterior doors. Law enforcement officials may inspect the premises at any time to ensure appropriate security measures are in use, and to ensure compliance with state laws and regulations.

Section 17. Visibility of Activities, Odor and Control of Emissions.

(A) All activities of Retail Marijuana Establishments, including without limitation, cultivation, growing, processing, displaying, selling, storage and packaging, shall be conducted indoors. For purposes of this Ordinance, greenhouse cultivation shall be deemed to occur indoors.

(B) No devices, contrivances, instruments, and paraphernalia for inhaling or otherwise consuming marijuana shall be displayed or kept in a manner so as to be visible from outside the licensed premises.

(C) No licensee shall operate in a manner that causes a nuisance. A licensee shall take appropriate measures and use best efforts to prevent smoke, odors, debris, fluids, and other substances from exiting a retail marijuana facility, and shall be responsible for immediate and full clean-up and correction of any condition creating a nuisance. A licensee shall properly dispose of all materials, items, and other substances in a safe, sanitary and secure manner in accordance with applicable laws and regulations,

Section 18. Sales and Business Licenses Required.

At all times while a license is in effect, the licensee shall possess all required state and local sales tax and/or business licenses

Section 19. Sales and Property Taxes.

Each licensee shall collect and remit all applicable sales, taxes, shall remit applicable real and personal property taxes, and shall remit any applicable excise tax, license fee or annual operations fee.

Section 20. Book and Records.

All books and records required to be maintained by the State of Colorado shall also be subject to inspection by the Town during regular business hours.

Section 21. Nonrenewal, Suspension or Revocation of License.

The local licensing authority may, after notice and hearing, suspend, revoke or refuse to renew a license for good cause, including suspension or revocation of the licensee's state license, or violation of this Ordinance. The local licensing authority is authorized to adopt rules and procedures governing the conduct of such hearings.

Section 22. Violations and Penalties.

In addition to the possible denial, revocation or nonrenewal of a license under the provisions of this Ordinance, any person, including, but not limited to, any licensee, manager or employee of a retail marijuana facility or any customer of such business, who violates any provision of this Ordinance shall be subject to the following penalties:

(A) It shall be a petty offense for any person to violate any provision of this Ordinance. Any person convicted of having violated any provision of this Ordinance may be punished as prescribed by state law.

(B) The operation of a retail marijuana facility or establishment without a valid license issued pursuant to this Ordinance may be enjoined by the Town in an action brought in a court of competent jurisdiction and may be otherwise prosecuted under state or federal law.

(C) The operation of a Retail Marijuana Establishment without a valid license issued pursuant to this Ordinance shall be specifically deemed to be a public nuisance.

Section 23. No Town of Rico Liability; Indemnification.

By accepting a license issued pursuant to this Ordinance, the licensee waives and releases the Town of Rico, its officers, elected officials, employees, attorneys and agents from any liability for injuries, damages, or liabilities of any kind that result from the arrest or prosecution or retail marijuana facility or establishment owners, operators, employees, clients, or customers for a violation of state or federal laws, rules or regulations. All licensees, jointly and severally in the case of more than one, agree to indemnify, defend and hold harmless the Town, its officers, elected officials, employees, attorney and agents. insurers and self-insurance pool against all liability, claims and demands on account of any injury, loss or damage, including without limitations, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other kind whatsoever arising out of or in any manner connected with the operation of the retail marijuana facility or establishment that is the subject or the license.

Section 24. No Waiver of Governmental Immunity.

In adopting this Ordinance, the Board of Trustees is relying on, and does not waive or intend to waive, by any provision of this Ordinance, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, C.R.S. 24-10-101, *et seq.*, as amended from time to time, or any other limitations right, immunity, or protection otherwise available to the Town, its officers or its employees.

Section 25. Other Laws Remain Applicable.

To the extent the State of Colorado has adopted or adopts in the future any additional or more stringent law or regulations governing the sale or distribution of retail marijuana products, the additional or more stringent law or regulations shall control the establishment or operation of any such facility or establishment in the Town of Rico. Compliance with any applicable state law or regulations shall be deemed an additional requirement for Issuance or denial of any license under this Ordinance, and noncompliance with any applicable state law or regulation shall be grounds for revocation or suspension of any license issued hereunder.

In the event that the State of Colorado prohibits the sale or other cultivation, production or distribution of marijuana, any license issued hereunder shall be deemed immediately revoked by operation of law, with no grounds for hearing, appeal or other redress on behalf of the licensee.

The issuance of any license pursuant to this Ordinance shall not be deemed to create an exception, defense or immunity to any person in regard to any potential criminal liability the person may have for the cultivation, possession, sale, production, distribution, or use of marijuana.

To the extent that any other court of competent jurisdiction or agency of the United States acts to enforce federal laws and regulations or otherwise determines that the issuance of a license, possession, distribution, cultivation, production, sale, distribution or use of marijuana in the State of Colorado is an illegal activity subject to enforcement, the Board of Trustees reserves the right to immediately repeal or amend this Ordinance, and/or to revoke or suspend as a matter of law any and all licenses issued pursuant to this Ordinance.

Section 26. Effective Date.

Pursuant to C.R.S. 31-16-106 and Section 3.5 of the Charter of the Town of Rico, this Ordinance shall be published in full following its initial introduction and reading and published by title only following final adoption by the Board of Trustees, with a statement indicating the effective date of the Ordinance, and that the full text of the Ordinance is available at the office of the Town Clerk.

Section 27. Interpretation.

This Ordinance shall be so interpreted and construed as to effectuate its general purpose. Section headings of the Ordinance shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or extent of the provisions of any article or section thereof.

INTRODUCED, READ, APPROVED AS INTRODUCED, AND ORDERED PUBLISHED on first reading by Town of Rico Board of Trustees this 16th day of May, 2018.

READ, APPROVED AND ADOPTED BY FINAL READING by Town of Rico Board of Trustees this 20th day of June, 2018

TOWN OF RICO, COLORADO

Zach McManus, Mayor

ATTEST:

Linda Yellowman, Town Clerk

Town of Rico

Emergency Operations Plan



June, 2018

FORWARD

The Town of Rico Emergency Operations Plan (EOP) outlines how town public safety agencies and organizations will implement life and property saving action when a major disaster or emergency challenges our ability and our resources to respond effectively. Priorities during an event are to save lives; protect public health and property, and to restore the community. The EOP describes policies, planning assumptions, concept of operations, response and recovery actions. Responsibilities of each department and agency are identified to guide operations in preparation for and following a major disaster or emergency.

The EOP has been established and has been revised to include implementation of the National Incident Management System (NIMS). This system has proven to be an effective framework for coordinating delivery of emergency services to the people of the Town of Rico. The EOP does not supersede individual agency Plans or Standard Operating Procedures (SOP's), nor does it interfere with best practices and protocols. It is a guide to the overall responsibilities, concepts, and best practices of emergency response within the Town of Rico.

The EOP establishes thresholds for emergency response using resources available within our town. Once those thresholds have been crossed, State and Federal assistance will be requested based on the needs of the incident.

The EOP is a living document. It will continue to evolve based on lessons learned from actual experiences in disasters and ongoing department and agency planning, training, and exercise activities. It will serve as a basis for improving coordination and strengthening relationships among all emergency partners to include federal, state, and county governments, voluntary disaster relief organizations, and the private sector. The goal of creating these enhanced partnerships between agencies is to reduce loss of life and human suffering and decrease costly damages to property.

It has been my pleasure to assist and I would like to thank and I would like to thank everyone who has assisted in developing the Town of Rico EOP. The continued commitment of all of our stakeholders to the citizens they serve is evident in everything you do.

Kari Distefano

Rico Town Manager

Record of Changes

Change No.	Date	Subject	Page Number(s)

**Signatories to the EOP
Town Of Rico**

**Town of Rico
Mayor**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Attorney**

**Dolores County Sheriff's Office
Sheriff**

**Town of Rico
Manager**

**Rico Fire Protection District
Fire Chief**

**Dolores County
Emergency Manager**

**Signatories to the EOP
Town Of Rico**

**Town of Rico
Mayor**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Trustee**

**Town of Rico
Attorney**

**Dolores County Sheriff's Office
Sheriff**

**Town of Rico
Manager**

**Rico Fire Protection District
Fire Chief**

**Dolores County
Emergency Manager**

Letter of Agreement

The Emergency Operation Plan for the Town of Rico outlines the process and structure by which the Town of Rico organizes, mobilizes resources and conducts activities to respond to any major emergency or disaster to save lives; protect public health and property; alleviate damage and hardship; and reduce future vulnerability.

By signing this letter of agreement, agencies and departments within the Town of Rico and Dolores County commit to:

- A. Support the EOP concept of operations and carry out their assigned functional responsibilities to ensure the orderly, timely delivery of emergency assistance.
- B. Cooperate with the Dolores County Emergency Manager appointed by the Board of Commissioners to provide effective oversight of disaster operations.
- C. Make maximum use of existing authorities, organizations, resources, systems, and programs to reduce emergency response costs.
- D. Form partnerships with counterpart State agencies, voluntary disaster relief organizations, and the private sector to take advantage of all existing resources.
- E. Continue to develop and refine emergency services activities through planning, training, exercising, and collaboration to maintain necessary operational capabilities.

Table of Contents

Subject	Page
Forward	2
Record of Changes	3
Signatories	4
Letter of Agreement	6
Table of Contents	7
Basic Plan	10
I. Purpose	10
II. Authorities	10
III. Situation and Assumptions	10
Situation	10
Assumptions	10
IV. Concept of Operations	11
General	11
Operational Phases	12
National Incident Management System	12
V. Organization & Assignment of Responsibilities	12
General Organization	12
Organizational Framework	11
Responsibilities	13

Table of Contents

Subject	Page
Town Board of Trustees	13
Town Manager	14
Town Attorney	15
Town/County Emergency Manager	15
County Sheriff/Town Marshall	16
Rico Fire Protection District Fire Chief	17
Victim Response Unit	18
Southwest Memorial Hospital	18
Rico Maintenance Department	18
Town Clerk	19
Dolores County Director of Social Services	19
Dolores County Coroner	19
Dolores County Assessor	19
Dolores County Health Department	19
Dolores County School District Superintendent	20
American Red Cross/Salvation Army	20
San Miguel County/Montezuma County Search & Rescue Team	20
Cortez Dispatch Center	20
Other Emergency Services Agencies	20

Table of Contents

Subject	Page
Critical Incident Stress Management Team	20
Dolores County IT	20
Dolores County GIS	20
Dolores County Transportation	20
VI. Plan Development and Maintenance	20

BASIC PLAN

I. PURPOSE

This plan describes the Emergency Management process to be utilized by the Town of Rico during response and recovery activities for emergencies or disasters. The EOP provides roles, responsibilities, guidelines and principles for effective coordination during emergencies/disasters within the county resulting from a natural or human-caused event.

II. AUTHORITIES

A. Federal

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act and Amendments (Public Law 93-288, as amended by Public Law 100-707, October 30, 2000).
2. The National Response Plan as developed per Homeland Security Presidential Directive (HSPD) -5.

B. State

1. Title 24, Article 33.52, Part 710 et. seq., Colorado Revised Statutes, as amended; Colorado Disaster Emergency Act of 1992.

III. SITUATION AND ASSUMPTIONS

A. Situation

The Town of Rico is exposed to a wide array of natural and human-caused hazards with potentially adverse threats to life and/or property. The Town of Rico sits in a valley surrounded by Wildland Urban Interface (WUI). The Dolores River bisects the town. State Highway 145 is the only access and egress from the town. Highway 145 is also a route for hazardous chemicals. The town's staff is very limited (3) full time employees. The Town is supported by the Rico Fire Protection District which is an all-volunteer fire department.

B. Assumptions

1. The developing, or actual, hazard threat situation is beyond the capability of the normal day-to-day emergency response structure to handle.

2. The hazard threat situation has developed to such an extent that Town of Rico must move into an emergency/disaster-oriented posture in terms of resource (personnel, material, funds, etc.) utilization.

IV. CONCEPT OF OPERATIONS

A. General

1. **Local, State, and Federal Roles.** During a potential, or actual, emergency/disaster, it is the responsibility of the Town of Rico to apply resources necessary for the protection of life and property.
 - a. The Town of Rico to apply resources necessary for the protection of life and property
 - b. Dolores County (and/or incorporated areas) to apply the resources necessary for the protection of life and property.
 - c. The State to provide advice and assistance to the impacted jurisdiction(s), when so requested, and especially when the jurisdiction(s) have declared a properly documented emergency disaster, and requested State assistance.
 - d. The Federal government to provide advice and assistance to the State when so requested, and especially within the legal criteria for a Federal declaration.
2. **Transition from normal to emergency and disaster operations.**
 - a. An *emergency* is any event that threatens to or actually does inflict damage to people and/or property which *can be dealt with using internal and mutual aid resources*.
 - b. A *disaster* is any event that threatens to or actually does inflict damage to people or property which *cannot be dealt with using internal and /or mutual aid resources*.
3. As the emergency situation develops and external resources are required in a Disaster Declaration situation, the identified personnel, departments, and agencies will be prepared to assume the roles identified herein.

Emergency Operations Plan

B. Operational Phases - see Dolores County Emergency Operations Plan.

C. National Incident Management System (NIMS) - see Dolores County Emergency Operations Plan. If practical the Town of Rico Town Hall will serve as the Town's Emergency Operations Center

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. General Organization- Offices/agencies of government, and selected private groups, have specific duties and responsibilities, which may or may not be included in their normal day-to-day activities. The organization of Emergency Management, and the responsibilities contained herein, represent the general duties and relationships, and as a minimum require the development of and training in, detailed implementation of SOP's/checklists.

(The Colorado Department of Homeland Security and Emergency Management (DHSEM), located at 9195 E Mineral Ave, Centennial, Colorado, 80112, is available 24 hours a day (303-279-8855) to provide advice and technical assistance to Montezuma County, and to coordinate State resources and/or other supplemental assistance in support of local Emergency Management actions. Further, a Southwest Regional Field Manager for DHSEM is stationed in Durango and is more readily accessible at the local level. A formal declaration of a disaster by the Montezuma County Commissioners and/or municipalities within may be required for some forms of State assistance or to expedite the assistance. In addition, DHSEM is the State agency responsible for processing State and Federal disaster assistance requests. It should be noted that response and recovery operations are the responsibility of Montezuma County and communities within its boundaries. As a result of an emergency or disaster event, supplemental funding assistance is not guaranteed.)

B. Organizational Framework - Activities, associated with an emergency/disaster situation, will be accomplished within the framework of the following two elements:

- 1. Emergency Management Board (EMB) - provides overall policy management of the emergency/disaster and interface between government jurisdictions (County, and the State) from a partially, or totally, activated EOC. The EMB members are senior level officials, or their representatives, including as a minimum:**
 - a. Town Board of Trustees - Will declare an emergency/disaster when necessary.**
 - b. Emergency Manager - Operates as an official representative of the Town / County leadership for Emergency Management activities.**

Emergency Operations Plan

- c. **Sheriff/Town Marshall - Provide for public safety.**
 - d. **Town Mayor - The Chairperson of the Municipality EMB, when the jurisdiction is directly impacted by the emergency/disaster (Acts as Co-Chair of the County EMB for decision-making purposes on matters directly impacting the municipality). When the County EOC is activated in support of a multi-jurisdictional emergency/disaster situation, the Municipal Manager may use a representative liaison at the County EOC to act on the jurisdiction's behalf.**
 - e. **Fire Chief**
 - f. **Municipal Attorney**
 - g. **Other - Personnel in an Emergency Support Staff role providing essential support functions and information/data gathering, direction and input to the leadership.**
2. **National Incident Management System (NIMS) - This element includes a management system utilized in the field including agencies operating under the Incident Commander(s)(IC) at the incident command post(s)(ICP) for the emergency/disaster. It includes inter-agency activities associated with implementation of existing mutual aid agreements as well as activation of specific sections identified by the IC necessary to manage the incident. Section organizations (general staff) include: operations, plans, logistics, and finance chiefs. Command staff includes incident commander, safety, liaison, and information offices.**

C. Responsibilities

- 1. **The Town Board of Trustees, as Chief Executives and governing bodies within the Town of Rico, will:**
 - a. **Direct and oversee the implementation of the provisions of this EOP. Provide for planning requirements with regard to succession, pre-delegation of authority, emergency action items, continuity of government, and EOC staff.**
 - b. **Ensure the early development of an initial situation status (including damage assessment, where applicable), and provide continuous updates of the status thereafter.**

Emergency Operations Plan

Resolve policy decisions on matters not covered in the EOP, and within NIMS, foster the timely exchange of information with other intra- and inter-jurisdictions/agencies and with the Dolores County Emergency Management structure (Dolores County EOC when operational).

- c. Issue timely public proclamations, official orders (including matters such as evacuations, shelter movements, curfews, social restrictions and price controls), and emergency/disaster declarations, as appropriate to the situation, including emergency public/joint information centers.**
- d. Within NIMS, implement policy for emergency funding, control of expenditures, and allocation of resources for disaster/emergency purposes.**
- e. Be responsible for the coordination, commitment, and direction of the Town of Dolores government in support of emergency or disaster relief efforts.**
- f. Issue directives to Town departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed.**
- g. Act as intergovernmental liaison, thereby initiating formal requests for outside assistance from other local jurisdictions.**
- h. Delegate authorities as necessary and reasonable to qualified individuals/teams to increase effectiveness/efficiency of response/recovery activities.**

2. The Town Manager will:

- a. Act on behalf of the Town Board of Trustees, as delegated, and ensure the Town Board of Trustees is updated regularly with situational reports.**
- b. Ensure the early development of an initial situation status (including damage assessment, where applicable), and provide continuous updates of the status thereafter.**

Emergency Operations Plan

- c. **Ensure policies for emergency funding, control of expenditures, and allocation of resources for disaster/emergency are followed and cost expenditures are tracked and documented.**
 - d. **Be responsible for the coordination, commitment, and direction of Town government in support of emergency or disaster relief efforts**
 - e. **Issue directives to Town personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed.**
 - f. **Act as intergovernmental liaison, thereby initiating formal requests for outside assistance from other local jurisdictions.**
- 3. **The Town Attorney will:**
 - a. **Provide legal counsel on preparation and maintenance of this local EOP.**
 - b. **Provide legal counsel and assistance to the Town Board of Trustees before, during and after disaster/emergency incidents, and on all policy and documentation matters associated with the emergency/disaster.**
 - c. **Draft and/or review emergency contracts, memoranda of understanding, and intergovernmental agreements.**
 - d. **Provide interpretation of laws and regulations issued by Federal and State governments.**
- 4. **The Town / County Emergency Manager will:**
 - a. **Act as a principal advisor to the County BOCC, Town Board of Trustees, County Sheriff, and governing body prior to, during, and following potential or actual emergency/disaster situations. Recommend and coordinate the disaster declaration process with appropriate local, State, and Federal agencies.**

Emergency Operations Plan

- b. Develop internal procedures for, and oversee the operation of the County EOC; arrange for staffing the EOC and for additional staff support during a disaster/emergency, and maintain contact with other appropriate Emergency Management facilities (i.e., ICP's, town EOC's and State EOC), when activated. Support ICP's with resource tracking/ordering, cost tracking, and planning.**
 - c. Keep the County BOCC, Town Board of Trustees, County Sheriff, and governing body apprised of the overall readiness of the Town to respond to the recognized hazard threats to life and property. Conduct and/or coordinate the County/Town annual program for updates of, training in, and exercise of, portions of the EOP.**
 - d. Maintain an on-going dialogue with the Colorado DHSEM prior to, during, and following a potential, or actual, emergency/disaster event, including disseminating situation and damage assessment reports.**
 - e. Establish a liaison with, and coordinate County disaster planning and operations with area private industries, public utilities, welfare agencies, and adjacent jurisdiction Emergency Managers to ensure integrated emergency plans. Coordinate mutual aid agreements.**
 - f. Maintain situational awareness before and during an emergency/disaster and brief the County BOCC, Town Board of Trustees, County Administrator, County Sheriff, and other government officials as necessary/required.**
- 5. The Sheriff / Town Marshall will:**
 - a. Establish and maintain law and order and provide for public safety within the County/Town.**
 - b. Establish and maintain County-wide warning, as appropriate, when notification is received of a potential, or actual, emergency/disaster situation.**
 - c. Direct and conduct search and rescue activities within the County/Town.**
 - d. Coordinate communications and provision of communications staff support for field command post(s).**

Emergency Operations Plan

- e. **Establish and implement, when appropriate, traffic control plans (including evacuation routes) as required by each type of recognized hazard threat. Provide security for emergency centers (i.e., EOC, ICP, temporary morgues, emergency shelters), evacuated areas, areas accommodating evacuees and disaster-impacted areas.**
 - f. **Provide Incident Management for those hazard threats as identified in the hazard-specific annexes of this plan and where not specifically identified (but necessary and appropriate) to other unidentified hazard threats.**
 - g. **Function as Designated Emergency Response Authority (DERA) for hazardous materials incidents within unincorporated Dolores County and Town of Rico.**
 - h. **Provide representation at the County EOP if requested by County EOC Manager to fill Emergency Support Function 13 (ESF #13 Public Safety and Security).**
- 6. The Rico Fire Protection District Chief will:**
- a. **Conduct regularly assigned functions regarding fire protection and control activities within defined fire areas; perform assistance/support roles as outlined in established mutual aid agreements.**
 - b. **Assist in warning the public of impending danger, and as necessary evacuate potential danger areas and provide fire security in evacuated areas as needed.**
 - c. **Establish fire command posts and maintain continuous communications between all such command posts, the Incident Command Post and the EOC.**
 - d. **Conduct and assist in emergency medical response and rescue operations.**
 - e. **Coordinate ambulance service to areas where such medical assistance is required. Be prepared to receive and utilize additional resources from outside the County as the situation and support needs dictate, and from the IC and EOC.**

Emergency Operations Plan

- f. Function as Designated Emergency Response Authority (DERA) for hazardous materials incidents within the designated fire district.**
 - g. Provide representation at the County EOP if requested by County EOC Manager to fill Emergency Support Function 4 (ESF #4 Firefighting).**
 - h. Develop and maintain Standard Operating Procedures (SOP's).**
- 7. The Victim Response Unit will: (see Montezuma County EOP)**
- 8. The Southwest Memorial Hospital Ambulance and EMS will: (see Dolores County EOP)**
- 9. The Town of Rico Maintenance Department will:**
 - a. Conduct regularly assigned duties, maintaining routes, facilities, and equipment in an operational mode.**
 - b. Provide materials, equipment, and/or personnel for the emergency maintenance and/or restoration of basic services to the public. Restore damaged streets, bridges and other related infrastructure. Coordinate with outside services, where appropriate.**
 - c. Provide for transportation services in support of emergency response and recovery efforts (i.e., movement of County personnel, equipment and supplies to designated staging areas).**
 - d. Conduct debris removal, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to critical emergency service lifeline.**
 - e. Provide personnel, equipment, supplies and materials for flood control and flood hazard mitigation measures.**
 - f. Participate with representatives of the County departments on Dolores County damage assessment team and on Local/ State damage survey field teams as needed.**

Emergency Operations Plan

- g. Provide representation at the County EOP if requested by County EOC Manager to fill Emergency Support Function 1 (ESF #1, Transportation).**
- h. Develop and maintain standard operating procedures (SOP's).**

10. The Town Clerk will:

- a. Maintain an operations log using NIMS, and copies of official documents (i.e., proclamations, emergency/disaster declarations) generated through the EOC, when partially or totally activated, and during other disaster emergency situation deliberations.**
- b. Provide for the preservation and safeguard of the jurisdiction's vital records.**
- c. Develop and maintain standard operating procedures (SOP's).**

11. The Director of Social Services will: (see zuma zuma County EOP)

12. The Town Administration will:

- a. Establish and maintain a hazard-related NIMS financial record-keeping system, including resource tracking and documentation of disaster-related costs and financial commitments.**
- b. Provide a financial status report to the EMB, Town manager and Emergency Operation Center Manager on a regular basis, with the frequency to be determined by the Chief Executive.**
- c. Develop and maintain standard operating procedures (SOP's).**

13. The County Coroner will: (see Dolores County EOP)

14. The County Assessor will: (see Dolores County EOP)

15. County Health Department will: (see Dolores County EOP)

Emergency Operations Plan

16. **Dolores County School District Superintendent will:**
 - a. **Provide for the safety of students and staff.**
 - b. **Provide school bus support for evacuation and other life-saving purposes, when so requested by the EOC.**
 - c. **Coordinate with designated shelter management personnel when use of the schools is directed for emergency care requirements (i.e., feeding and/or sheltering).**
 - d. **Provide a liaison to the ICP and/or EOC to coordinate response with responders.**
 - e. **Develop and maintain Standard Operating Procedures (SOP's).**
17. **The American Red Cross/Salvation Army will: (see Dolores County EOP)**
18. **San Miguel County and Dolores County Search & Rescue Team (USAR) and K-9 Search and Rescue Team will: (see Dolores County EOP)**
19. **Cortez Dispatch Center will: (see Dolores County EOP)**
20. **Other Emergency Services Agencies: (see Dolores County EOP)**
21. **Critical Incident Stress Management Team: (see Dolores County EOP)**
22. **County GIS: (see Dolores County EOP)**
23. **County Transportation: (see Dolores County EOP)**

VI. Plan Development and Maintenance

The town of Rico Emergency Operations Plan is developed/updated in accordance with the Comprehensive Preparedness Guide (CPG) 101, Version 2.0.

- A. **Development: This EOP is developed with input/collaboration from all entities/agencies listed within to ensure commitment to the process and approval/acceptance of the responsibilities identified.**

- B. Development:** This EOP is developed with input/collaboration from all entities/agencies listed within to ensure commitment to the process and approval/acceptance of the responsibilities identified.
- C. Maintenance:** The Montezuma County Emergency Operations Plan will be updated as needed but no less than every three years.



DOLORES COUNTY

☎ **970-677-2383**

dcdolocnty@fone.net

409 N. Main Street • Dove Creek, CO 81324

DOLORES COUNTY

EMERGENCY OPERATIONS PLAN



Dolores County Emergency Operating Plan Forward

The Dolores County Emergency Operations Plan (EOP) outlines how county public safety agencies and organizations will implement life and property saving action when a major disaster or emergency challenges our ability and our resources to respond effectively. Priorities during an event are to save lives; protect public health, protect property, protect the environment, and to restore the community. The EOP describes policies, planning assumptions, concept of operations, response and recovery actions. Responsibilities of each Dolores County department and agency are identified to guide operations in preparation for and following a major disaster or emergency.

The EOP has been established and includes the implementation of the National Incident Management System (NIMS). NIMS was adopted by the Board of County Commissioners by proclamation dated _____. This system has proven to be an effective framework for coordinating delivery of emergency services to the people of Dolores County. The EOP does not supersede individual agency Plans or Standard Operating Procedures (SOP's), nor does it interfere with best practices and protocols. It is a guide to the overall responsibilities, concepts, and best practices of emergency response agencies in Dolores County.

The EOP establishes thresholds for emergency response using resources available within our County. Once those thresholds have been crossed State and Federal assistance will be requested based on the needs of the incident.

The EOP is a living document. It will continue to evolve based on lessons learned from actual experiences in disasters and ongoing department and agency planning, training, and exercise activities. It will serve as a basis for improving coordination and strengthening relationships among all emergency partners to include federal, state and local governments, voluntary disaster relief organizations, and the private sector. The goal of creating these enhanced partnerships between agencies is to reduce loss of life and human suffering and decrease costly damages to property.

I would like to thank everyone who has assisted in development of the updated EOP. The continued commitment, cooperation, and collaboration of all of our stakeholders is greatly appreciated and speaks volumes to our continued success.

Keith Keesling, Dolores County Emergency Manager

Dolores County Emergency Operating Plan Record of Changes

[illegible]

Dolores County Emergency Operating Plan Signatories to the EOP

DOLORES COUNTY

Board of County Commissioners Commissioner	Board of County Commissioners Commissioner	Board of County Commissioners Commissioner
Sheriff's Office Sheriff	Attorney's Office County Attorney	Administration County Administrator
Clerk and Recorder's Office Clerk and Recorder	Assessor's Office Assessor	Coroner's Office Coroner
Social Services Director	Road and Bridge Department Director	Health Department Director
Treasurer's Office Treasurer	GIS Department Director	IT Department Director

MUNICIPALTIES AND AGENCIES

Town of Dove Creek	Town of Rico	Dove Creek Fire Protection District
Rico Fire Protection District	Pleasant View Fire Protection District	Telluride Fire Protection District
Dolores Fire Protection District	Cortez Fire Protection District	San Miguel County Search and Rescue
Montezuma County Search and Rescue	Montezuma County Sheriff	San Miguel County Sheriff
Southwest Ambulance Service	San Juan National Forest	K-9 SAR

Dolores County Emergency Operating Plan Letter of Agreement

The Emergency Operation Plan for Dolores County outlines the process and structure by which Dolores County organizes, mobilizes resources and conducts activities to respond to any major emergency or disaster to save lives; protect public health and property; alleviate damage and hardship; and reduce future vulnerability.

By signing this letter of agreement, Dolores County departments and agencies commit to:

- A.** Support the EOP concept of operations and carry out their assigned functional responsibilities to ensure the orderly, timely delivery of emergency assistance.
- B.** Cooperate with the Emergency Manager appointed by the Board of Commissioners to provide effective oversight of disaster operations.
- C.** Make maximum use of existing authorities, organizations, resources, systems, and programs to reduce emergency response costs.
- D.** Form partnerships with counterpart State agencies, voluntary disaster relief organizations, and the private sector to take advantage of all existing resources.
- E.** Continue to develop and refine emergency services activities through planning, training, exercising, and collaboration to maintain necessary operational capabilities.

Dolores County Emergency Operating Plan

Table of Contents

SUBJECT	PAGE
COVER PAGE	i
FORWARD	2
RECORD OF CHANGES	3
SIGNATORIES	4
LETTER OF AGREEMENT	7
TABLE OF CONTENTS	8
BASIC PLAN	12
I. PURPOSE	12
II. AUTHORITIES	12
III.SITUATION AND ASSUMPTIONS	12
Situation	12
Assumptions	16
IV.CONCEPT OF OPERATIONS	16
General	16
Operational Phases	17
National Incident Management System	18
V.ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITES	19

General Organization	19
Emergency Management Board	19
National Incident Management System	20
Responsibilities.....	20
County Commissioners	20
County Administrator	21
County Attorney.....	22
County Emergency Manager	22
County Sheriff.....	23
Respective Fire Chief.....	24
Victim Response Unit	25
Southwest Memorial Hospital	25
County Road and Bridge Department	25
County Clerk	26
Director of Social Services.....	26
County Administration	27
County Coroner.....	27
County Assessor.....	28
County Health Department.....	28
School District Superintendent(s)	29

American Red Cross/Salvation Army.....	29
Montezuma and San Miguel County Search & Rescue Teams.....	30
Cortez Dispatch Center.....	31
Other Emergency Services Agencies	31
Critical Incident Stress Management Team.....	32
County Information Technology	32
County GIS	32
County Transportation	32
VI. PLAN DEVELOPMENT AND MAINTENANCE	33
APPENDIXES TO BASIC PLAN	
A. Definitions and Acronyms	34
EMERGENCY SUPPORT FUNCTION ANNEXES	
A. Emergency Alert and Warning	42
Appendix A County Call Up Schematic.....	45
Appendix B City Call Up Schematic.....	46
B. Communication	49
Appendix A County Emergency Channels.....	49
Appendix B Operation Frequency Schematic.....	50
C. Direction and Control.....	51
Appendix A Emergency Operation Center Staffing.....	56
D. Public Information	57

E.	Damage Assessment/Disaster Declaration	59
	Appendix A Windshield Survey Form	62
	Appendix B Initial Damage Assessment Report Form	64
	Appendix C Damage Assessment Staffing.....	68
	Appendix D Emergency Disaster Declaration	69
F.	Public Health, Mass Casualties and Mass Fatalities	71
G.	Emergency Medical Services.....	81
H.	Mass Care	86
I.	Continuity of Government.....	90
J.	Hazard Analysis	93
K.	Key Emergency Personnel Contact Roster	98
L.	Dolores County Resource Mobilization Plan (TBD).....	

ATTACHMENTS

Dolores County Emergency Declaration Resolution

Dolores County Pre-Disaster Mitigation Plan

Dolores County Emergency Operating Plan Basic Plan

I. PURPOSE

This plan describes the Emergency Management process to be utilized by Dolores County during response and recovery activities for emergencies or disasters. The EOP provides roles, responsibilities, guidelines and principles for effective coordination during emergencies/disasters within the county resulting from a natural or human-caused event.

II. AUTHORITIES

A. Federal

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act and Amendments (Public Law 93-288, as amended by Public Law 100-707, October 30, 2000).
2. The National Response Plan as developed per Homeland Security Presidential Directive (HSPD) -5.

B. State

1. Title 24, Article 33.52, Part 710 et. seq., Colorado Revised Statutes, as amended; Colorado Disaster Emergency Act of 1992.

III. SITUATION AND ASSUMPTIONS

A. Situation

Dolores County is exposed to a wide array of natural and human-caused hazards with potentially adverse threats to life and/or property. The county implemented the Dolores County Hazard Mitigation Plan on July 10, 2017 and determined the levels of risk as described in the following hazard table.

Hazard	Frequency of Occurrence	Spatial Extent	Potential Magnitude	Significance
Avalanche – Dolores County	likely	isolated	limited	medium
Avalanche – Town of Dove Creek	no exposure	none	none	none
Avalanche – Town of Rico	highly likely	large	critical	high
Dam/Levee Failure – Dolores County	unlikely	medium	limited	medium
Dam/Levee Failure – Town of Dove Creek	unlikely	medium	limited	medium
Dam/Levee Failure – Town of Rico	no exposure	none	none	none
Drought – Dolores County	highly likely	large	catastrophic	high
Drought – Town of Dove Creek	highly likely	large	catastrophic	high
Drought – Town of Rico	highly likely	large	critical	high
Extreme Temperatures Dolores County	occasional	large	limited	medium
Extreme Temperatures – Town of Dove Creek	occasional	large	limited	medium
Extreme Temperatures – Town of Rico	unlikely	small	negligible	low
Earthquake – Dolores County	unlikely	small	negligible	low

Hazard	Frequency of Occurrence	Spatial Extent	Potential Magnitude	Significance
Earthquake – Town of Dove Creek	unlikely	small	negligible	low
Earthquake – Town of Rico	unlikely	small	negligible	low
Flooding – Dolores County	occasional	small	limited	medium
Flooding – Town of Dove Creek	occasional	small	limited	medium
Flooding – Town of Rico	occasional	small	limited	high
HazMat Incidents – Dolores County	occasional	large	catastrophic	high
HazMat Incidents – Town of Dove Creek	occasional	large	catastrophic	high
HazMat Incidents – Town of Rico	occasional	large	catastrophic	high
Severe Winds – Dolores County	highly likely	medium	critical	high
High Winds – Town of Dove Creek	highly likely	medium	critical	high
High Winds – Town of Rico	occasional	isolated	limited	medium
Hail – Dolores County	unlikely	isolated	limited	low
Hail – Town of Dove Creek	unlikely	isolated	limited	low
Hail – Town of Rico	unlikely	isolated	limited	low
Lightening – Dolores County	occasional	isolated	limited	medium
Lightening – Town of Dove Creek	occasional	isolated	limited	medium
Lightening – Town of Rico	occasional	isolated	limited	medium

Hazard	Frequency of Occurrence	Spatial Extent	Potential Magnitude	Significance
Landslide, Debris Flow/Mudflow and Rockfall – Dolores County	occasional	isolated	limited	medium
Landslide, Debris Flow/Mudflow and Rockfall – Town of Dove Creek	unlikely	isolated	limited	low
Landslide, Debris Flow/Mudflow and Rockfall – Town of Rico	occasional	isolated	limited	medium
Tornado – Dolores County	unlikely	isolated	limited	low
Tornado – Town of Dove Creek	unlikely	isolated	limited	low
Tornado – Town of Rico	no exposure	none	none	none
Wildland fires – Dolores County	likely	large	critical	high
Wildland fires – Town of Dove Creek	occasional	large	limited	low
Wildland fires – Town of Rico	occasional	large	limited	medium
Winter Storm and Blizzards – Dolores County	highly likely	medium	critical	high
Winter Storm and Blizzards – Town of Dove Creek	likely	isolated	critical	medium
Pandemic (Human) – Dolores County	occasional	large	critical	low

Hazard	Frequency of Occurrence	Spatial Extent	Potential Magnitude	Significance
Pandemic (Human) – Town of Dove Creek	occasional	large	critical	low
Pandemic (Human) – Town of Rico	occasional	large	critical	low
Pandemic (Animals) – Dolores County	occasional	large	critical	low
Pandemic (Animals) – Town of Dove Creek	occasional	large	critical	low
Pandemic (Animals) – Town of Rico	unlikely	isolated	limited	low
Significant Acts of Violence – Dolores County	occasional	isolated	catastrophic	medium
Significant Acts of Violence – Town of Dove Creek	occasional	isolated	catastrophic	medium
Significant Acts of Violence – Town of Rico	occasional	isolated	catastrophic	medium

B. Assumptions

1. The developing, or actual, hazard threat situation is beyond the capability of the normal day-to-day emergency response structure to handle.
2. The hazard threat situation has developed to such an extent that Dolores County must move into an emergency/disaster-oriented posture in terms of resource (personnel, material, funds, etc.) utilization.

IV. CONCEPT OF OPERATIONS

A. General

1. Local, State, and Federal Roles. During a potential, or actual, emergency/disaster, it is the responsibility of:
 - a. Dolores County (and/or incorporated areas) to apply the resources necessary for the protection of life and property.
 - b. The State to provide advice and assistance to the impacted jurisdiction(s), when so requested, and especially when the jurisdiction(s) have declared a properly documented emergency disaster, and requested State assistance.
 - c. The Federal government to provide advice and assistance to the State when so requested, and especially within the legal criteria for a Federal declaration.
 2. Transition from normal to emergency and disaster operations.
 - a. An *emergency* is any event that threatens to or actually does inflict damage to people and/or property, which can be dealt with using internal and mutual aid resources.
 - b. A *disaster* is any event that threatens to or actually does inflict damage to people or property, which cannot be dealt with using internal and /or mutual aid resources.
 3. As the emergency situation develops and external resources are required in a Disaster Declaration situation, the identified personnel, departments, and agencies will be prepared to assume the roles identified herein.
- B. Operational Phases – Emergency Management within Dolores County will normally occur in the following phases:
1. Preparedness – begins at the earliest time that a potential, or actual, hazard threat is identified. During this phase, the Dolores County Emergency Manager and/or the department head responsible for the specific emergency/disasters will be monitoring the threat and making prearranged notifications on the current/potential situation. The Emergency Operations Center (EOC), may be partially, or totally, activated by jurisdiction leadership, or key personnel placed on standby for emergency/disaster utilization should

the situation so dictate at a later time. Concurrently, resource lists at all levels should be reviewed and updated, as required.

2. Response – begins when the emergency/disaster situation starts. It includes all of the actions by the Emergency Management and response elements in a coordinated effort to protect and minimize adverse impacts on life and property. It will include a damage assessment and a situational analysis report, and will normally include County and/or Municipal emergency/disaster declaration(s); thereby authorizing the use of such powers as may be necessary in effectively responding to the situation.
 3. Recovery – may begin during the response phase for selected activities, and extends until normal day-to-day operations are resumed. Damage assessment actions will continue to be undertaken to determine the extent of adverse impacts associated with the emergency/disaster, the type and amount of damage in the various categories, and the short- and long-term actions required. Short-term actions seek to restore critical services to the area and satisfy basic needs of the community. Long-term actions aim to restore the area to a normal or higher condition than prior to the emergency/disaster.
 4. Mitigation – should be an integral part of the preceding phases and be used prior during an emergency/disaster event or in the recovery phase after initial response has occurred. Many mitigation options are available to lessen the magnitude of emergency/disaster events.
- C. National Incident Management System (NIMS) – A nationally recognized structure is the adopted method and organizational structure for managing emergency response and recovery operations both in the County and municipalities, as well as the State of Colorado. “Routine” emergency situations will be managed in the field under the NIMS structure. In larger incidents, the NIMS structure will be expanded and supported by the activation of the Dolores County Emergency Operations Center (EOC), located at 409 N. Main Street, Dove Creek, Colorado, 81324 or other designated locations. The EOC will be staffed to serve as the coordination point for supplemental resources and intergovernmental assistance. As an emergency situation escalates, the NIMS structure will remain in place. The NIMS is extended to include the broader Emergency Management network within the EOC. With EOC support, the NIMS structure will enable representatives to fulfill additional functions that may be needed (i.e., the functional annexes such as damage assessment, in addition to coordination of outside agencies and volunteers, intergovernmental relations, etc.). Activation of the EOC is particularly important when resources are scarce or when multiple requests for similar

resources are generated from the field. NIMS principles are nationally accepted for addressing all hazard types and for integrating multiple agencies, jurisdictions, and disciplines into a coordinated relief effort.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- A. General – Offices/agencies of government, and selected private groups, have specific duties and responsibilities, which may or may not be included in their normal day-to-day activities. The organization of Emergency Management, and the responsibilities contained herein, represent the general duties and relationships, and as a minimum require the development of and training in, detailed implementation of SOP's/checklists.

(The Colorado Department of Homeland Security and Emergency Management (DHSEM), located at 9195 E Mineral Ave, Centennial, Colorado, 80112, is available 24 hours a day (303-279-8855) to provide advice and technical assistance to Dolores County, and to coordinate State resources and/or other supplemental assistance in support of local Emergency Management actions. Further, a Southwest Regional Field Manager for DHSEM is stationed in Durango and is more readily accessible at the local level. A formal declaration of a disaster by the Dolores County Commissioners and/or municipalities within may be required for some forms of State assistance or to expedite the assistance. In addition, DHSEM is the State agency responsible for processing State and Federal disaster assistance requests. It should be noted that response and recovery operations are the responsibility of Dolores County and communities within its boundaries. As a result of an emergency or disaster event, supplemental funding assistance is not guaranteed.

- B. Organization – Activities, associated with an emergency/disaster situation, will be accomplished within the framework of the following two elements:
1. Emergency Management Board (EMB) – provides overall policy management of the emergency/disaster and interface between government jurisdictions (incorporated areas, County, and the State) from a partially, or totally, activated EOC. The EMB members are senior level officials, or their representatives, including as a minimum:
 - a. Board of County Commissioners (BOCC) – Will declare an emergency/disaster when necessary.

- b. Emergency Manager – Operates as an official representative of the County leadership for Emergency Management activities.
 - c. Sheriff/Police Chief – Provide for public safety.
 - d. Municipality Manager – The Chairperson of the Municipality EMB, when the jurisdiction is directly impacted by the emergency/disaster (Acts as Co-Chair of the County EMB for decision-making purposes on matters directly impacting the municipality). When the County EOC is activated in support of a multi-jurisdictional emergency/disaster situation, the Municipal Manager may use a representative liaison at the County EOC to act on the jurisdiction's behalf.
 - e. Fire Chief(s)
 - f. County and/or Municipal Attorney
 - g. Other – Personnel in an Emergency Support Staff role providing essential support functions and information/data gathering, direction and input to the leadership.
2. National Incident Management System (NIMS) – This element includes a management system utilized in the field including agencies operating under the Incident Commander(s) (IC) at the incident command post(s) (ICP) for the emergency/disaster. It includes inter-agency activities associated with implementation of existing mutual aid agreements as well as activation of specific sections identified by the IC necessary to manage the incident. Section organizations (general staff) include: operations, plans, logistics, and finance chiefs. Command staff includes incident commander, safety, liaison, and information offices.

C. Responsibilities

- 1. The County Commissioners, as Chief Executives and governing bodies within Dolores County, will:
 - a. Direct and oversee the implementation of the provisions of this EOP. Provide for planning requirements with regard to succession, pre-delegation of authority, emergency action items, continuity of government, and EOC staff.

- b. Ensure the early development of an initial situation status (including damage assessment, where applicable), and provide continuous updates of the status thereafter. Resolve policy decisions on matters not covered in the EOP, and within NIMS, foster the timely exchange of information with other intra- and inter-jurisdictions/agencies and with the State Emergency Management structure (State DHSEM, or State EOC when operational).
 - c. Issue timely public proclamations, official orders (including matters such as evacuations, shelter movements, curfews, social restrictions and price controls), and emergency/disaster declarations, as appropriate to the situation, including emergency public/joint information centers.
 - d. Within NIMS, implement policy for emergency funding, control of expenditures, and allocation of resources for disaster/emergency purposes.
 - e. Be responsible for the coordination, commitment, and direction of Dolores County government in support of emergency or disaster relief efforts.
 - f. Issue directives to County departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed.
 - g. Act as intergovernmental liaison, thereby initiating formal requests for outside assistance from other local jurisdictions.
 - h. Delegate authorities as necessary and reasonable to qualified individuals/teams to increase effectiveness/efficiency of response/recovery activities.
2. The County Administrator will:
- a. Act on behalf of the County BOCC, as delegated, and ensure the County BOCC is updated regularly with situational reports.
 - b. Ensure the early development of an initial situation status (including damage assessment, where applicable), and provide continuous updates of the status thereafter.

- c. Ensure policies for emergency funding, control of expenditures, and allocation of resources for disaster/emergency are followed and cost expenditures are tracked and documented.
 - d. Be responsible for the coordination, commitment, and direction of Dolores County government in support of emergency or disaster relief efforts
 - e. Issue directives to County departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed.
 - f. Act as intergovernmental liaison, thereby initiating formal requests for outside assistance from other local jurisdictions.
3. The County Attorney will:
- a. Provide legal counsel on preparation and maintenance of this local EOP.
 - b. Provide legal counsel and assistance to the County BOCC before, during and after disaster/emergency incidents, and on all policy and documentation matters associated with the emergency/disaster.
 - c. Draft and/or review emergency contracts, memoranda of understanding, and intergovernmental agreements.
 - d. Provide interpretation of laws and regulations issued by Federal and State governments.
4. The County Emergency Manager will:
- a. Act as a principal advisor to the Chief Executive (BOCC Chair), County Sheriff, and governing body prior to, during, and following potential or actual emergency/disaster situations. Recommend and coordinate the disaster declaration process with appropriate local, State, and Federal agencies.
 - b. Develop internal procedures for, and oversee the operation of the County EOC; arrange for staffing the EOC and for additional staff support during a disaster/emergency, and maintain contact with other appropriate Emergency Management facilities (i.e., ICP's, town EOC's and State EOC),

when activated. Support ICP's with resource tracking/ordering, cost tracking, and planning.

- c. Keep the Chief Executive, County Sheriff, and governing body apprised of the overall readiness of the County to respond to the recognized hazard threats to life and property. Conduct and/or coordinate the County annual program for updates of, training in, and exercise of, portions of the EOP.
 - d. Maintain an on-going dialogue with the Colorado DHSEM prior to, during, and following a potential, or actual, emergency/disaster event, including disseminating situation and damage assessment reports.
 - e. Establish a liaison with, and coordinate County disaster planning and operations with area private industries, public utilities, welfare agencies, and adjacent jurisdiction Emergency Managers to ensure integrated emergency plans. Coordinate mutual aid agreements.
 - g. Maintain situational awareness before and during an emergency/disaster and brief the County BOCC, County Administrator, County Sheriff, and other government officials as necessary/required.
5. The Sheriff will:
- a. Establish and maintain law and order and provide for public safety within the County.
 - b. Establish and maintain Countywide warning, as appropriate, when notification is received of a potential, or actual, emergency/disaster situation.
 - c. Direct and conduct search and rescue activities within the County.
 - d. Coordinate communications and provision of communications staff support for field command post(s).
 - e. Establish and implement, when appropriate, traffic control plans (including evacuation routes) as required by each type of recognized hazard threat. Provide security for emergency centers (i.e., EOC, ICP, temporary morgues, emergency shelters), evacuated areas, areas accommodating evacuees and disaster-impacted areas.

- f. Provide Incident Management for those hazard threats as identified in the hazard-specific annexes of this plan and where not specifically identified (but necessary and appropriate) to other unidentified hazard threats.
 - h. Function as Designated Emergency Response Authority (DERA) for hazardous materials incidents within unincorporated Dolores County.
 - i. Provide representation at the County EOP if requested by County EOC Manager to fill Emergency Support Function 13 (ESF #13 Public Safety and Security).
6. The Respective Fire Chief will:
- a. Conduct regularly assigned functions regarding fire protection and control activities within defined fire areas; perform assistance/support roles as outlined in established mutual aid agreements.
 - b. Assist in warning the public of impending danger, and as necessary evacuate potential danger areas and provide fire security in evacuated areas as needed.
 - c. Establish fire command posts and maintain continuous communications between all such command posts, the Incident Command Post and the EOC.
 - d. Conduct and assist in emergency medical response and rescue operations.
 - e. Coordinate ambulance service to areas where such medical assistance is required. Be prepared to receive and utilize additional resources from outside the County as the situation and support needs dictate, and from the IC and EOC.
 - f. Function as Designated Emergency Response Authority (DERA) for hazardous materials incidents within the designated fire district.
 - j. Provide representation at the County EOP if requested by County EOC Manager to fill Emergency Support Function 4 (ESF #4 Firefighting).
 - g. Develop and maintain Standard Operating Procedures (SOP's).

7. The Victim Response Unit will:
 - a. Provide on scene crisis intervention.
 - b. Provide referral to the appropriate location.
 1. EMS/Medical Providers.
 2. Red Cross/Salvation Army Shelters or Assistance.
 3. Mental Health.
 4. Any other appropriate services.
 - c. Provide information to Victims as allowed.
 - d. Provide Criminal Justice Support.
 - e. Provide follow up as needed.
 - f. Develop and maintain Standard Operating Procedures (SOP's).
8. The Southwest Memorial Hospital Ambulance and EMS will:
 - a. Provide ambulance service, as available, to areas where such medical assistance is required. Be prepared to receive and utilize additional resources from outside the County as the situation and support needs dictate, and from the IC and EOC.
 - b. Provide representation at the County EOP if requested by County EOC Manager to support Emergency Support Function 8. (ESF #8 Public Health and Medical Services).
 - c. Develop and maintain Standard Operating Procedures (SOP's).
9. The County Road and Bridge Department will:
 - a. Conduct regularly assigned duties, maintaining routes, facilities, and equipment in an operational mode.

- b. Provide materials, equipment, and/or personnel for the emergency maintenance and/or restoration of basic services to the public. Restore damaged streets, bridges and other related infrastructure. Coordinate with outside services, where appropriate.
- c. Provide for transportation services in support of emergency response and recovery efforts (i.e., movement of County personnel, equipment and supplies to designated staging areas).
- d. Conduct debris removal, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to critical emergency service lifeline.
- e. Provide personnel, equipment, supplies and materials for flood control and flood hazard mitigation measures.
- f. Participate with representatives of other County departments on the Dolores County damage assessment team and on Local/State damage survey field teams as needed.
- g. Provide representation at the County EOP if requested by County EOC Manager to fill Emergency Support Function 1 (ESF #1, Transportation).
- h. Develop and maintain standard operating procedures (SOP's).

10. The County Clerk will:

- a. Maintain an operations log using NIMS, and copies of official documents (i.e., proclamations, emergency/disaster declarations) generated through the EOC, when partially or totally activated, and during other disaster emergency situation deliberations.
- b. Provide for the preservation and safeguard of the jurisdiction's vital records.
- c. Develop and maintain standard operating procedures (SOP's).

11. The Director of Social Services will:

- a. Maintain and keep current listings of temporary feeding and shelter facilities, and assist and coordinate with volunteer organizations.

- b. Assist in the coordination of overall efforts of volunteer organizations and other (spontaneous) volunteers.
- c. Provide resources for stress counseling/crisis counseling for disaster victims and disaster relief workers. Advise the EMB on the status of social services assistance needs and capabilities.
- d. Administer the Individual and Family Grant Program in Presidential-declared disasters in Dolores County with State assistance.
- e. Provide representation at the County EOP if requested by County EOC Manager to fill essential support function number 6 (ESF #6, Mass Care, Emergency Assistance, Disaster Housing, and Emergency Assistance).
- e. Develop and maintain standard operating procedures (SOP's).

12. The County Administration will:

- a. Establish and maintain a hazard-related NIMS financial record-keeping system, including resource tracking and documentation of disaster-related costs and financial commitments.
- b. Provide a financial status report to the EMB, County Administrator and Emergency Operation Center Manager on a regular basis, with the frequency to be determined by the Chief Executive.
- c. Participate with other departmental representatives on the County damage assessment team and on local state damage survey field teams as needed.
- d. Develop and maintain standard operating procedures (SOP's).

13. The County Coroner will:

- a. Establish and maintain a system for body recovery, identification, storage, and transport.
- b. Establish and maintain a system for notification of next of kin.

- c. Establish and maintain a secure storage facility for collection and release of personal effects or property.
- d. Establish necessary temporary morgue facility and a processing system for fatalities.
- e. Maintain communication with County EOC and the Joint Information Center to ensure accurate counts and public information is coordinated.

14. The County Assessor will:

- a. Establish and maintain a system for receiving, recording, and utilizing the results of damage assessments conducted during an emergency/disaster situation. Contribute personnel, records and other resources to support the damage assessment function; participate on the EOC damage assessment team.
- c. Prepare the necessary administrative summaries of damage assessment data collected; participate in the analysis of impacts resulting from the reported losses, and document recovery actions.
- d. Provide representation at the County EOP if requested by County EOC Manager to fill essential support function number 14 (ESF #14, Long-Term Community Recovery).
- c. Develop and maintain standard operating procedures (SOP's).

15. County Health Department will:

- a. Advise the County Emergency Manager and Board of County Commissioners on actions necessary, given the situation, and provide environmental health services and public health services which may include the following:
- b. Identify residents with health problems requiring special equipment or extra assistance in the event of an evacuation.
- c. Conduct mass vaccination/prophylaxis operations to include operating a Point of Dispensing (POD).
- d. Provide public health and medical information.

- e. Monitor air quality.
- f. Vector control.
- g. Conduct inspections as necessary to prevent the spread of illnesses / diseases to include food preparation, septic systems, or other services as it pertains to public health.
- h. Assist and coordinate with other agencies, local hospitals, assisted living centers and other caregivers, and emergency medical services to ensure needs, notifications, and resources are met as a function of ESF 8.
- i. Provide representation at the County EOP if requested by County EOC Manager to lead Emergency Support Function 8 (ESF #8 Public Health and Medical Services).
- j. Develop and maintain Standard Operating Procedures (SOP's).

16. School District Superintendent(s) will:

- a. Provide for the safety of students and staff.
- b. Provide school bus support for evacuation and other life-saving purposes, when so requested by the EOC.
- c. Coordinate with designated shelter management personnel when use of the schools is directed for emergency care requirements (i.e., feeding and/or sheltering).
- d. Provide a liaison to the ICP and/or EOC to coordinate response with responders.
- e. Develop and maintain Standard Operating Procedures (SOP's).

17. The American Red Cross/Salvation Army will:

- a. Coordinate activities with the County Emergency Manager/ Emergency Operations Center.

- b. Establish and manage emergency shelters and/or feeding facilities with the assistance of the Social Services Director; provide temporary and immediate housing for displaced disaster victims.
 - c. Assist incident victims with immediate emergency needs (i.e., food, water, shelter, clothing, personal articles, physical and mental health counseling, and referrals).
 - d. Provide food, beverages, and other assistance to emergency response personnel and emergency relief workers.
 - e. Assist with management of donated goods, including cash, food, cleaning supplies, blankets, building materials, tools, work gloves, toiletries, and personal items, etc.
 - f. Provide a representative to the EOC; provide Damage Assessment information upon request.
 - g. Develop Standard Operating Procedures (SOP's).
18. San Miguel County and Montezuma County Search & Rescue Teams (USAR) and K-9 Search and Rescue Team will:
- a. Act under the direction of the Sheriff or the Incident Management Team as appropriate. Only the Sheriff or designee may activate USAR.
 - b. Provide and manage search and rescue operations for missing persons and personal locator beacons. This also includes urban search and rescue operations, based on the nature of the incident.
 - c. Provide assistance to fire departments with first-aid medical treatment and rescue.
 - d. Assist law enforcement with traffic control, crowd control, incident searches, evacuation, and information distribution operations.
 - f. Assist Coroner's Office as requested.
 - g. Provide a liaison to the ICP and/or EOC to coordinate response with responders.

- h. Develop Standard Operating Procedures (SOP's).

19. Cortez Dispatch Center will:

- a. Answer emergency calls and provide dispatch services for law enforcement, fire, emergency medical services within Dolores County.
- b. During the initial phases of a large scale emergency/disaster support mutual aid and other requests for additional resources from outside the county as requested by the Incident Commander.
- c. Increase staffing as required/available to support increased need to support Incident Command(s).
- d. Support interoperable communications and as situation dictates assign additional radio channels as necessary.
- e. Provide emergency notifications and incident updates to emergency response officials and county EOC.
- f. Issue emergency alerts to the community via available emergency notification systems as requested by IC/EOC.
- g. Activate alternate dispatch center facility as necessary.
- h. Provide representation at the County EOP if requested by County EOC Manager to lead Emergency Support Function 2 (ESF #2 Communications).

20. Other Emergency Services Agencies:

- a. The Clergy will prepare such religious activities as suitable to displaced persons and others impacted by the disaster/emergency situation.
- b. Public Utilities, in time of emergency or disaster, shall expedite restoration of public facilities and utilities, with priorities dictated by the current situation. Provide a liaison to the ICP/EOP as requested/required.
- c. Amateur Radio Operators (ARES/RACES) will provide emergency communications support, as requested by the Emergency Manager.

- d. Southwest Memorial Hospital will coordinate, with input from the EOC, all medical and public health disaster operations, including request for additional personnel equipment supplies. Also, identify special equipment or extra assistance in the event of an evacuation. Provide a liaison to the ICP/EOC as requested/required.

21. Critical Incident Stress Management Team:

- a. Provide defusing (on scene or immediately after the event)
- b. Provide debriefing for the critical incident.
- c. Provide referral to appropriate providers.
- d. Provide follow up as needed.
- e. Develop Standard Operating Procedures (SOP'S) and/or guidelines.

22. Information Technology:

- a. Coordinate with the EOC on requests for service and provide a representative to the EOC, if required.
- b. Provide Information Technology (IT) services as needed and available.
- c. Develop Standard Operating Procedures (SOP's) as needed.

23. County GIS

- a. Utilizing the Dolores County Planning GIS office capabilities, provide mapping services as required in the event of a disaster/emergency situation and throughout the recovery period.
- b. Provide a representative to the ICP/EOC if requested.

24. County Transportation:

- a. County Transportation will make available vehicles for the transport of victims and evacuees, including people with special needs during evacuations or other emergencies.

- b. Provide liaison to the County EOC to support ESF #1 if requested.
- c. Develop Standard Operating Procedures (SOPs) as needed.

VI. PLAN DEVELOPMENT AND MAINTENANCE

The Dolores County Emergency Operations Plan is developed/updated in accordance with the Comprehensive Preparedness Guide (CPG) 101, Version 2.0.

- A. Development: This EOP is developed with input/collaboration from all entities/agencies listed within to ensure commitment to the process and approval/acceptance of the responsibilities identified.
- B. Maintenance: The Dolores County Emergency Operations Plan will be updated as needed but no less than every three years.

Dolores County Emergency Operating Plan

Appendix A – Definitions and Acronyms

Advance Alert – highest federal civil readiness level. At this level, primary emergency operating centers of the Federal Government at headquarters, regions, and other major field offices will be staffed.

Allocation (General) (Community Shelter Planning) – the process of allocating geographically defined areas of population to specific shelter facilities, or to host areas.

Alternate Emergency Operations Center (AEOC) – an established location to evacuate to in the event that the primary EOC.

Amateur Radio Emergency Services (ARES) – volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergency.

American Red Cross (ARC) – a volunteer organization that works closely with government at all levels in planning for and providing assistance to disaster victims. The ARC operates under a Congressional Charter. All of its disaster assistance is based on verified disaster-caused need, and is an outright grant from the American people.

Applicant – the state or local government submitting a project application or request for direct Federal assistance under the Disaster Relief Act of 1974 or on whose behalf the Governor's authorized Representative takes such action.

Avoidance – to eliminate a hazard through measures such as relocation or prohibition of construction within an area susceptible to risk or danger, or by other means.

Base Floodplain – the 100-year floodplain (one percent annual chance floodplain).

Board of County Commissioners (BOCC) – governing body of public officials elected within a county.

Casualty – a person injured, and needing treatment, or killed because of human-caused or natural disaster.

Chief Executive Officer (CEO) – the official of the community who is charged with the authority to implement and administer laws, ordinances, and regulations for the community.

Civil Air Patrol (CAP) – an auxiliary of the U.S. Air Force, which has volunteered its services to conduct various emergency services missions. These missions are mainly the use of light aircraft in Search & Rescue (SAR), Civil Defense (CD), and disaster relief missions.

Civil Defense (CD) – all activities and measures taken by government (local, state, and federal) before, during, and after natural or human-caused disaster, including nuclear war, to deal with the emergency conditions.

Colorado Crime Information Center (CCIC) – the computer system with terminals in most law enforcement and communications agencies in Colorado as well as the State Emergency Operations Center (EOC).

Colorado Incident Command System (CICS) – a standardized method of managing emergency incidents based on a common organizational structure, common terminology, common operating procedures and known qualifications of agency operating personnel; used on-scene or to coordinate two or more on-scene operations.

Colorado Search and Rescue Board (CSRB) – that organization that coordinates the provision of assistance to local government during search and rescue missions.

Colorado Voluntary Organizations Active in Disaster (COVOAD) – a group of organizations providing voluntary assistance following an emergency or disaster.

Communication Watch – the lowest federal civil readiness level; plans are reviewed and 24-hour communications capability is established at national offices.

Comprehensive Emergency Management (CEM) – an integrated approach to the management of emergency programs and activities for all four emergency phases (mitigation, preparedness, response, recovery), for all types of emergencies and disaster (natural, human-caused, and attack) and for all levels of government (local, state, and federal) and the private sector.

Contamination – the deposit of chemical or radioactive material on the surface of structures, areas, objects, and personnel following a hazardous materials accident or a nuclear accident or explosion.

Continuity of Government (COG) – all measures that may be taken to assure the continuity of essential functions of government in the event of a disaster emergency situation.

Damage Assessment (DA) – the appraisal or determination of the actual effects resulting from a natural or human-caused disaster.

Damage Survey Report (DSR) – a comprehensive engineering report prepared by a federal-state-local team that outlines the scope of work and estimated cost of repairs at each site of damage that has occurred as a result of disaster.

Decontamination (DECON) – the reduction or removal of the health hazard resulting from contaminated materials. This may be accomplished by: (1) treating the surface to remove the contaminating agent, or reducing it to a safe level; (2) letting the material stand long enough for a reduction of concentration; (3) covering the material with a sealing material; (4) removing and entombing the hazardous material.

Department of Homeland Security (DHS) – the federal agency that has been charged with the responsibility for unifying the nation's efforts to deal with domestic contingencies by integrating the federal government's domestic prevention, preparedness, response and recovery plans into one all-discipline hazards plan.

Department of Local Affairs (DoLA) – the department of Colorado state government in which the Office of Emergency Management is located.

Disaster – any event which threatens to, or actually does, inflict damage to people or property that **cannot** be dealt with using only internal and mutual aid resources. (*state definition* - The occurrence or imminent threat of widespread severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or human-caused disaster).

Drill – a practice or simulated response to a natural or human-caused disaster involving planning, preparation, and execution carried out for the purpose of training and/or evaluation. A drill is usually of a smaller scale than an exercise.

Emergency – any event which threatens to, or actually does, inflict damage to people or property that **can** be dealt with using only internal and mutual aid resources. (*state definition* – A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or mitigation actions to immediately supplement local government in protecting lives and property, to provide for public health and safety, or to avert or lessen the threat of disaster).

Emergency Alert System (EAS) – the replacement for the Emergency Broadcast System (EBS) consisting of broadcast stations and interconnecting facilities that have been authorized by the Federal Communications Commission (FCC) to operate in a controlled manner during a state of public peril or disaster, war, or other national emergency as provided by the EAS Plan. The EAS allows local government representatives to disseminate local warnings and alerts from and

for their geographic areas; it also allows for alerts and warnings to be broadcast regardless of radio station staffing and hours.

Emergency Management Board (EMB) – a team composed of policy makers from a jurisdiction that provides guidance and policy for emergency management issues before, during and after an emergency.

Emergency Operations Center (EOC) – the protected site from which civil government officials (municipal, county, state, and federal) exercise direction and control in an emergency. Also known as Emergency Coordination Center (ECC).

Emergency Operations Plan (EOP) – a brief, clear and concise documented description of action to be taken or instructions to all individuals and local government services concerned stating what will be done in the event of an anticipated emergency. The plan will state the method or scheme for taking coordinated action to meet the needs of the situation. It will state the action to be taken by whom, what, when, and where based on predetermined assumptions, objectives, capabilities, and direction and control in a civil defense emergency. Also known as a Local Emergency Operations Plan (LEOP).

Emergency Public Information (EPI) – information that is disseminated primarily, but not unconditionally, at the actual time of an emergency and in addition to providing information as such, frequently directs actions, instructs, and transmits direct orders.

Emergency Shelter – a form of mass or other shelter provided for the communal care of individuals or families made homeless by a major disaster or emergency.

Evacuation – organized, timed, and supervised dispersal of civilians from dangerous and potentially hazardous areas, their reception and care in safety areas, and their return to their own home communities. Evacuation may be of three types: strategic, tactical, or remedial.

Evacuees – all persons moved, or moving from disaster areas to reception areas.

Executive Order (EO) – a rule or order having the force of law, issued by an executive authority of a government.

Exercise – a maneuver, practice, or simulated natural or human-caused disaster operation involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation.

Fallout Shelter – a structure specifically built to protect people, records, and equipment from the effects of a nuclear detonation.

Federal Emergency Management Agency (FEMA) – the federal agency responsible for the federal government’s portion of the comprehensive emergency management program. It consists of a national office in Washington, DC and ten regional offices, one (Region VIII) of which is located in the Denver Federal Center in Lakewood, Colorado.

Federal Warning Point – a National Warning System (NAWAS) Warning Point located at a federal installation.

Flood/Flooding – a general and temporary condition of partial or complete inundation of normally dry land areas from the overflow of inland and/or tidal waters, and/or unusual and rapid accumulation of runoff of surface waters from any source.

Flood Hazard Management – encompasses all local, state, and federal activities taken before, during, and after a flood to reduce flood losses or in response to a flood disaster.

Floodplain – the lowland and relatively flat areas adjoining inland and coastal waters including, at a minimum, that area subject to a one percent or greater chance of flooding in any given year.

Government Emergency Telephone System (GETS) – a federal government system that will allow landline telephone trunk access when systems are overloaded due to usage.

Governor’s Authorized Representative (GAR) – usually the director (or staff designee) of the Department of Emergency Management (DEM), serving as the State representative for the execution of all necessary documents for disaster assistance following a gubernatorial or Presidential declaration of an emergency or disaster.

Hazardous Materials (HazMat) – any element, compound, or combination thereof, which is flammable, corrosive, detonable, toxic, radioactive, an oxidizer, an etiologic agent, or highly reactive, and which because of handling, storing, processing, or packaging, may have detrimental effects upon operating and emergency personnel, the public, equipment and/or the environment.

Incident Command System (ICS) – a predetermined method for the management of an event, disaster, or emergency situation. Also known as Incident Management System.

Individual Assistance (IA) – a division of a disaster response organization that directs or monitors assistance to families or individuals.

Integrated Emergency Management System (IEMS) – a system designed to coordinate responses to all of the major hazards that face a community or government; is based on the premise that there are common functions required in all emergency situations (i.e., warning, direction and control, etc.).

Initial Alert – an intermediate civil defense level. At this level national offices will begin continuous staffing at emergency operating centers and regions will begin communications watch.

Joint Damage Assessment – conduct of a damage assessment by a team of federal and state or local inspectors and/or engineers viewing the impact simultaneously and each writing their own separate report.

Local Warning Point – a facility in a city, town, or community which receives warnings over NAWAS and activates the public warning system in its area of responsibility.

Major Damage – a structure that has received substantial damage but is technically and economically feasible to repair.

Major Disaster – any flood, drought, fire, wind event, earthquake, storm, or other catastrophe in any part of the United States which, in the determination of the President, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government to supplement the efforts and available resources of state and local governments in alleviating the damage, hardship, or suffering caused thereby.

Major Injury – injury requiring hospitalization.

Memorandum of Agreement (MOA) – a document between two or more agencies proscribing reciprocal assistance to be provided upon request (if available from the supplying agency) and determining the guidelines under which this assistance will operate. May also be known as Memorandum of Understanding (MOU) or Mutual Aid Agreement.

Mitigate – to lessen in force or intensity.

National Warning System (NAWAS) – a nationwide warning system to alert governments, industry, and the public to the threat of enemy attack and other extraordinary dangers.

National Weather Service (NWS) – the federal government agency charged with weather-related reporting, watches, warnings, and projections.

Office of Preparedness, Security & Fire Safety (OPSFS) – the Homeland Security office for the State of Colorado. OPSFS shall inquire into the threat of terrorism in Colorado, and the state of preparedness to respond to that threat, and to make recommendations to the Governor and the General Assembly.

One Hundred Year Floodplain – the land area adjoining a river, stream, lake, or ocean which is inundated by the 100-year flood. The 100-year flood is the regulatory (base) flood under the National Flood Insurance Program (NFIP).

Population Protection Planning – state and local government plans, systems, and functional capabilities required to improve the survivability of the population from the effects of natural disasters and human-caused technological hazards inclusive of the act of war.

Preparedness – those activities, programs and systems that exist prior to an emergency that are used to support and enhance response to an emergency or disaster.

Public Assistance (PA) – the federal financial assistance provided to state and local governments or to eligible private nonprofit organizations for disaster-related requirements.

Public Information Officer (PIO) – that individual identified as being responsible for disseminating information to the public.

Radio Amateur Civil Emergency Services (RACES) – volunteer amateur radio operators that support state and local governments with amateur radio transmission support during times of emergency or disaster.

Radiological Defense (RADEF) – the organized effort, through warning, detection, preventative and remedial measures, to minimize the effect of nuclear radiation on people and resources.

Radiological Survey – the directed effort to determine the distribution and dose rates of radiation in an area.

Recovery – those long-term activities and programs beyond the initial crisis period of an emergency or disaster designed to return all systems to normal status or to reconstitute these systems to a new state that is less vulnerable.

Response – those activities and programs designed to address the immediate and short-term effects of the onset of an emergency or disaster.

Standard Operating Guidelines (SEG's) – a set of instructions addressing steps or features of operations to promote effective actions.

Standard Operating Procedures (SOP's) – a set of instructions having the force of a directive, covering those features of operations that lend themselves to a definite or standardized procedure without loss of effectiveness.

State Coordinating Officer (SCO) – usually the Executive Director of the Department of Local Affairs serving as the Governor's principal assistant in the coordination and supervision of all activities of state and local government in conducting emergency operations under a gubernatorial and/or Presidential emergency or disaster declaration. The SCO acts in cooperation with the Federal Coordinating Officer (FCO) during a Presidential disaster declaration.

State Emergency Operation Center (SEOC) – the facility located at Camp George West in Golden Colorado from which state emergency/disaster operations are coordinated.

State Emergency Operations Plan (SEOP) – the state level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to state agencies, coordinating instructions, staffing, essential facilities, and general operations common to all major emergencies.

State Department of Emergency Management (State DEM or CDEM) – the agency within the Division of Local Government (DLG), Department of Local Affairs (DoLA), responsible for emergency management programs in the State of Colorado. It is located in Camp George West in Golden, Colorado, and is situated in the State Emergency Operations Center (EOC), which CDEM organizes and operates during emergencies or disasters.

State Warning Point – a point responsible for supervising and controlling that part of NAWAS, which is within the state. The warning system is established by the state to relay warning and other emergency information received over NAWAS to political subdivisions that are not served by NAWAS.

Volunteer – a person who, of his/her own free will, assumes responsibility for the performance of a task in the civil defense program for which no salary is received.

Weapons of Mass Destruction (WMD) – includes any large quantity of high order explosives, weapons, or devices that are intended, or have the capability, to cause death or serious bodily injury to a significant number of people through the release of toxic or poisonous chemicals or their precursors, a disease organism, or radiation or radioactivity.

ZULU Time – mean solar time at the zero meridian of Greenwich, England, used as the basis for standard time throughout the world.

Dolores County Emergency Operating Plan

Appendix A – Emergency Alert and Warning

I. PURPOSE

This annex prescribes the process for timely notification to the government and to the public of potential, or actual, natural or human-caused hazard occurrences.

II. AUTHORITIES

A. Federal and State

1. National Warning System Operations Manual, FEMA Publication CPG1-16, dated November 1980.
2. Colorado Warning Plan dated 1983.

B. Local

1. Dolores County
2. Town of Dove Creek
3. Town of Cahone
4. Town of Rico

III. SITUATION

See Paragraph III to the Basic Plan.

IV. CONCEPT OF OPERATIONS

A. Sources of Warning

1. National Warning System (NAWAS) – Central Dispatch will notify Cortez Communication Center who will then notify the Dolores County Emergency Manager.
2. National Weather Service (NWS) – Central Dispatch will notify Cortez Communication Center who will then notify the Dolores County Emergency Manager.

3. Private Citizen – telephone 911.
 4. Health Alert & Notification (HAN) Network.
- B. The Cortez Communication Center, located at 608 N. Park, will be used as the focal point of City and County government notifications to the public. Accordingly, Cortez Communication Center will notify one or all of the following in order of succession:
1. Dolores County Emergency Manger
 2. Sheriff
 3. Police Chief
 4. Fire Chief
 5. BOCC
 6. Municipal or Town Manager
 7. Town Marshals
 8. Director of Public Works
 9. Public Health
- C. The County government will establish and maintain internal procedures for disseminating warning notifications received for each potential hazard threat (See Tab A – Detailed Hazard Analysis to the Basic Plan).

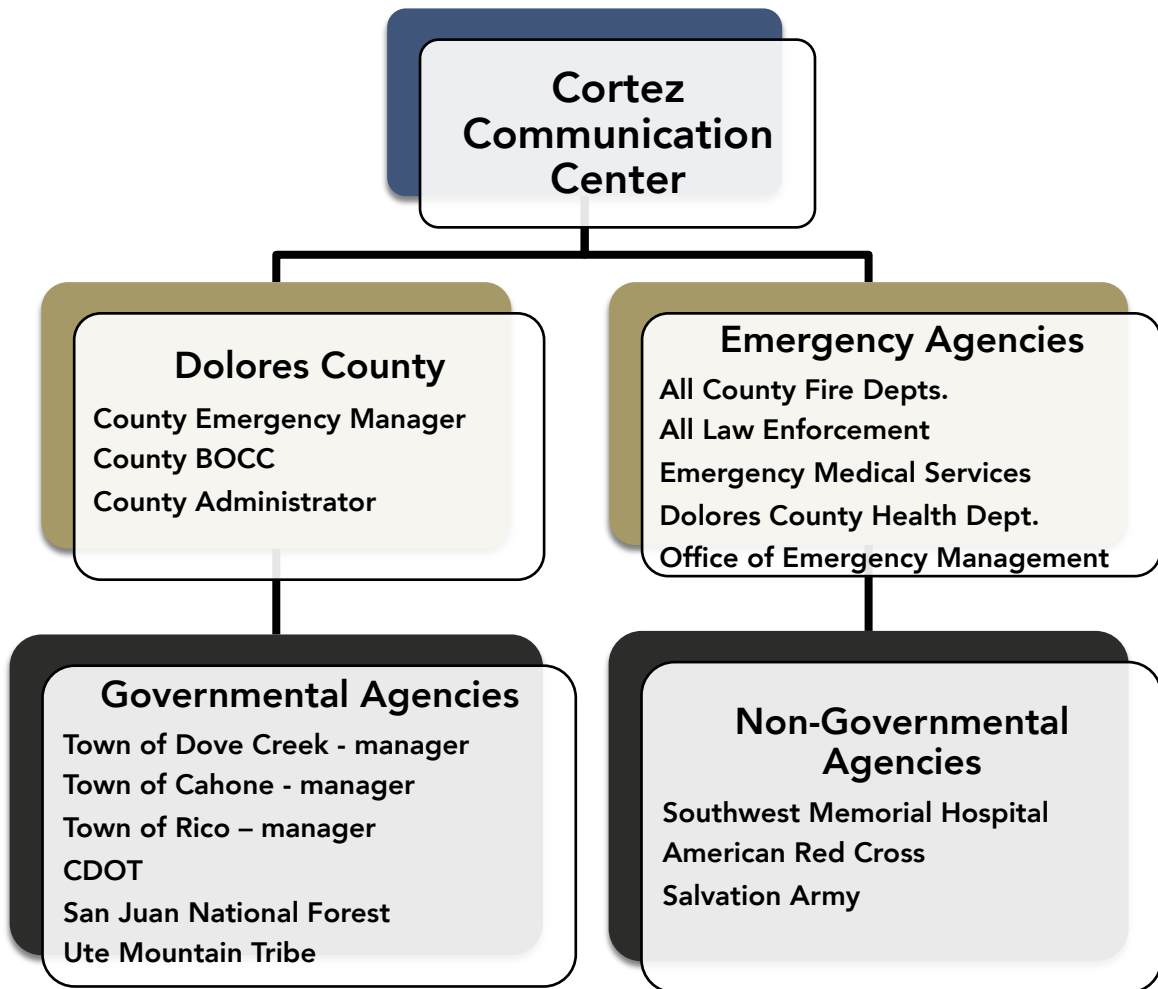
V. ORGANIZATION AND RESPONSIBILITIES

A. County

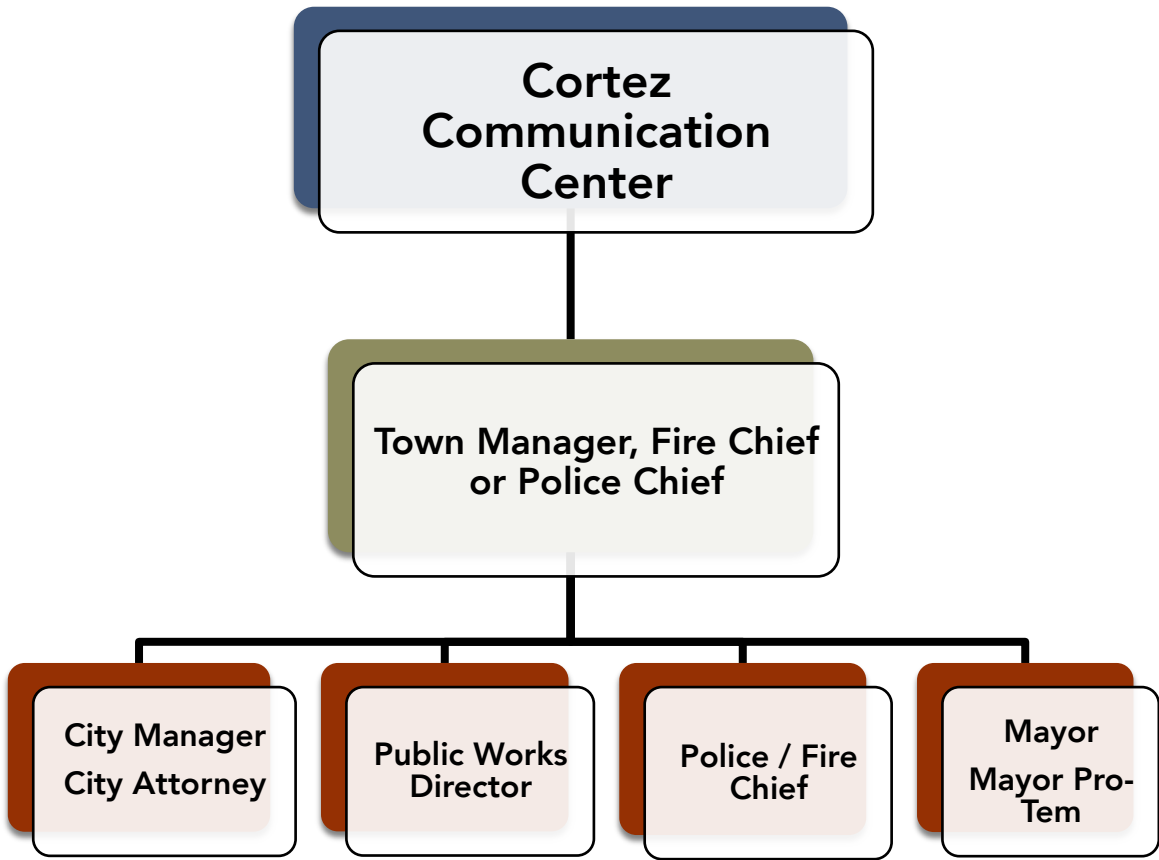
1. The Sheriff will:
 - a. Develop and maintain a call-up list for use externally for each type of hazard threat.
 - b. Identify non-county government and/or non-town agencies, which by necessity should be part of a particular call-up listing (i.e., State agencies operating in the County, utility companies, etc.).
 - c. Develop and maintain procedures for notification of the public in the unincorporated area of the County.
2. The County Emergency Manager will:

- a. Develop and maintain a critical personnel notification roster for use during various stages of a potential, or actual, hazard threat. This roster will include contacts and procedures for accessing radio and television programming with emergency information.
- b. Develop, maintain and exercise an internal SOP for transition from normal day-to-day activities to an emergency/disaster posture (i.e., establishment of the County EOC should a hazard threat occur).

Dolores County Emergency Operating Plan Appendix A – County Call Up Schematic



**Dolores County Emergency Operating Plan
Appendix B to Annex A – County Call Up Schematic**



Dolores County Emergency Operating Plan

Appendix B - Communication

I. PURPOSE

This annex prescribes the processes for communications during a developing potential, or actual, emergency/disaster situation within the County, and/or one or more of the incorporated jurisdictions therein.

II. AUTHORITIES

A. Federal Communications Commission (FCC) Regulations

B. County/City/Response Agency Assigned Frequencies

III. SITUATION

See Paragraph III of the Basic Plan

IV. CONCEPT OF OPERATIONS

A. During the buildup of a potential, or actual, emergency/disaster situation, and at a time to be announced by the Sheriff or his designee, a "command channel" (Appendix 1) will be established. This channel, when established, will be confined to emergency communications between officials (i.e., County Manager, Commissioners, Mayors, Sheriff, Police Chief, Fire Chief(s), EMS Director, Incident Commander(s), the Emergency Manager, the City Manager and the EOC's). (See Annex C).

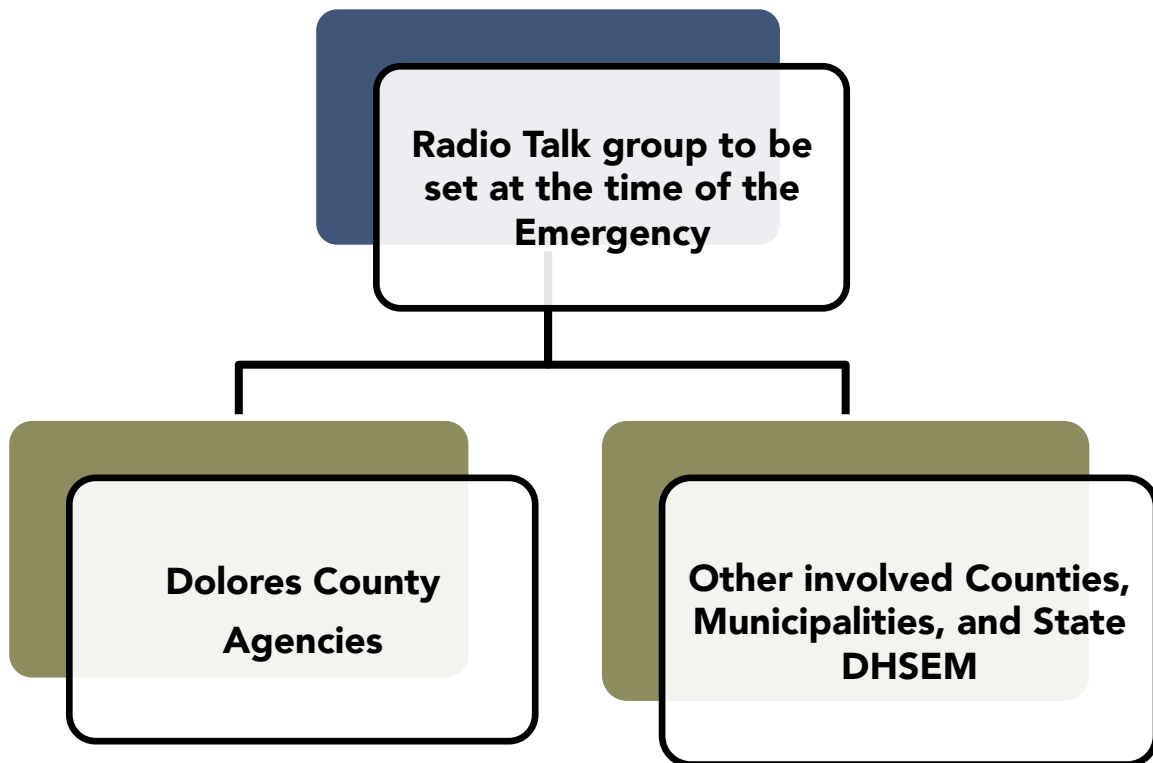
B. Response agencies will utilize frequencies/channels (Appendix 2), other than the "command channel", handling emergency response traffic as in normal day-to-day activities.

V. RESPONSIBILITIES

A. The Sheriff or his designee will:

1. When the situation dictates, direct activation of one of the County's frequencies as the "command channel" and make its use for emergency management purposes known throughout the County, with adjacent counties (as deemed appropriate), and with locally assigned State agencies, and the State DHSEM.
2. Announce termination of the use of the "command channel" when no longer considered necessary as an emergency management communications mode.

**Dolores County Emergency Operating Plan
Appendix A to Annex B – County “Command Channel”
Schematic**



Dolores County Emergency Operating Plan Appendix B to Annex B – Dispatch Frequencies/Talkgroups

VHF Channel	Transmit	Receive	Tone
Dolores Repeater	155.880	155.115	127.3
Cortez Repeater	159.435	151.295	162.2
VFire 21 (FERN)	154.280	154.280	
Menefee Law Repeater	159.270	151.385	127.3
Menefee EMS	159.315	155.535	167.9
Pleasant View EMS	159.390	156.000	167.9
NLEEC	155.475	155.475	
Mesa Verde NP	170.050	169.400	103.5
Towaoc PD	155.415	155.415	

800 MHz DTR Consolettes

Primary Talkgroup	Additional Talkgroups*					
MTZ SO	CTZ PD	MTZ MAC	CSP 5A	MAC 13 SW	MTZ TRAN	SWRIC B
CTZ PD	MTZ SO	MTZ MAC	CSP 5A	MAC 14 SW	SWRIC A	MAN MAR
MTZ FD	MTZ CVFD	DOL FD	MANC FD	LEWA FD	MTZ PVFD	RV FD
MCSO TAC	CPD TAC	MTZ MAC	CTZ PD	MTZ SO	OIT	8TAC92
MTZ MAC	MAC 15 SW	MAC 16 SW	MAC 21	MTZ MAC	CTZ PD	MTZ SO
MAC 15 SW	MTZ MAC	CTZ PD	MTZ TRAN	MAC 15 SW	SWRIC D	DOLCOSO
8 TAC 92	MTZ TRAN	MTZ DETN	OIT			
MAC 13 SW	DOLCOSO	CTZ PD	MTZ SO	STAC D	MAC 13 SW	CSP 5A

*If the consolette is changed to one of the additional talkgroups, dispatch will no longer be able to monitor the primary talkgroup.

Dolores County Emergency Operating Plan

Appendix C – Direction and Control

I. PURPOSE

This annex prescribes the responsibilities and relationships for direction and control of emergencies/disasters under various potential hazard threats, which could confront the County and/or the incorporated jurisdictions therein.

II. AUTHORITIES

A. State and Federal

1. Colorado Disaster Emergency Act of 1992.
2. State DEM Pamphlet, "Disaster Emergency Procedures Handbook for Colorado Local Governments," dated January 1999.
3. Stafford Disaster Relief & Emergency Assistance Act (PL-288, as amended).

B. County and City

- | | |
|----------------------|-------------------|
| 1. Dolores County | 3. Town of Cahone |
| 2. Town of Dove Cree | 4. Town of Rico |

III. SITUATION

See Paragraph III of the Basic Plan

IV. CONCEPT OF OPERATION

- A. General. The direction and control of emergency/disaster situations rests, first and foremost, with the duly elected leadership of the impacted jurisdiction. It is also recognized that in any given emergency/disaster situation, it is likely that more than one jurisdiction may be directly involved, and in any case, the resources of the impacted jurisdiction(s) may be taxed to the point whereby outside assistance may be required. Accordingly, the

County emergency structure must be designed to meet the needs of the immediate overall hazard threat situation, while maintaining cognizance of the inherent jurisdictional legal authorities and responsibilities therein.

- B. Town of Dove Creek. Should one or more of the hazard threats occur, and be confined to the limits of the incorporated area; the jurisdiction leadership will manage the situation unilaterally from its respective Town-EOC. To ensure that early awareness of the situation occurs for possible resources assistance purposes, the County Emergency Manager and State DEM will always be advised and kept current as a potential, or actual, emergency/disaster progresses.
- C. Town of Cahone. Should one or more of the hazard threats occur, and be confined to the limits of the incorporated area; the jurisdiction leadership will manage the situation unilaterally from its respective Town-EOC. To ensure that early awareness of the situation occurs for possible resources assistance purposes, the County Emergency Manager and State DEM will always be advised and kept current as a potential, or actual, emergency/disaster progresses.
- D. Town of Rico. Should one or more of the hazard threats occur, and be confined to the limits of the incorporated area; the jurisdiction leadership will manage the situation unilaterally from its respective Town-EOC. To ensure that early awareness of the situation occurs for possible resources assistance purposes, the County Emergency Manager and State DEM will always be advised and kept current as a potential, or actual, emergency/disaster progresses.
- E. Unincorporated Area. Should one or more of the hazard threats occur, and be confined to the limits of the unincorporated area without direct incorporated jurisdiction threat impact, the County leadership will manage the situation from the County EOC. To ensure that early awareness of the situation occurs for possible resource assistance purposes, the towns within the county and the State DEM will be advised and kept current as the potential, or actual, emergency/disaster progresses.
- F. Multi-jurisdictional Area. Should one or more of the hazard threats occur directly impacting two or more of the jurisdictions, the County leadership and affected jurisdiction(s) leadership will actively manage the situation from their respective EOC's. Additionally, each impacted incorporated jurisdiction will provide a representative liaison to the County EOC for composite decision-

making requirements. The Town Manager, as Co-Chair, or a designated representative liaison, will actively participate in the decisions at the County EOC.

V. ORGANIZATION AND RESPONSIBILITIES

A. The Board of County Commissioners (BOCC) will:

1. Develop an EOC organization capable of operating under the twenty-four hour a day extended period conditions of an emergency/disaster.
2. Direct activation, partially or totally, of the County EOC should a hazard threat occur within the County, or one of the incorporated jurisdictions. Perform emergency management functions and responsibilities during the period of the threat, and until the EOC is no longer needed for management of the situation (i.e., preparedness, response, recovery, and mitigation phases).
3. Utilize in multi-jurisdictional emergencies/disasters the representative liaison and/or direct contact with the Mayor of the impacted jurisdiction(s) for decisions having multi-jurisdictional implications.
4. Keep the State DHSEM (or State EOC, when activated) informed throughout the period of potential, or actual, emergency/disaster, and possible State assistance involvement.

B. Town of Dove Creek, Town of Cahone and Town of Rico Leadership will:

1. Develop a Town-EOC organization capable of operating the twenty-four hour a day extended period conditions of an emergency/disaster situation.
2. Identify a representative liaison person (and alternate) for dispatch to the County EOC should a multi-jurisdictional hazard threat occur, or the jurisdiction has the potential need for (or be the possible source of) outside assistance.
3. Direct activation partially, or totally, of the Town-EOC should a hazard threat occur. Perform emergency functions and responsibilities during the period of threat, and until the Town-EOC is no longer needed for

management of the situation (i.e., preparedness, response, recovery, and mitigation phases).

4. Actively participate directly as Co-Chair, or through the representative liaison, at the County EOC in the decision-making process on matters having jurisdiction impacts.

C. Emergency Operations Center (EOC) structures are listed in Appendices 1-3.

VI. LINES OF SUCCESSION

A. County

1. Chairperson, Board of County Commissioners
2. Commissioners remaining, in order of seniority
3. Sheriff
4. County Administrator

B. Municipalities within Dolores County will establish their own lines of succession.

VII. EOC Locations

A. Dolores County Office of Emergency Management
409 N. Main St., Dove Creek, Colorado (Primary)

B. Dove Creek Volunteer Fire Department
101 N. Main St., Dove Creek Colorado (Alternate)

C. Montezuma County Sheriff's Office
730 E. Driscoll, Cortez, Colorado (alternate)

D. Town Of Dove Creek
505 Road 4, Dove Creek, Colorado

E. Town Of Cahone
505 Road 4, Dove Creek, Colorado

F. Town of Rico
2 Commercial St., Rico, Colorado

Dolores County Emergency Operating Plan

Appendix to Annex C – Emergency Operations Staffing

Board of County Commissioners
County Administrator
County Attorney
County Sheriff
Municipality Officials

Emergency Operations Center Staffing

Emergency Manager (Emergency Operations Center Manager)

Emergency Supporting Functions:

ESF #1 Transport	County Road and Bridge Director/Appointee
ESF #2 Communications	Cortez Dispatch Supervisor/Appointee
ESF #3 Public Works	As needed/Assigned
ESF #4 Firefighting	Fire Chief/Appointee
ESF #5 Emergency Management	County Emergency Manager
ESF #6 Mass Care/Human Services	County Director of Social Services
ESF #7 Logistics/Resource Management	County Administration/ as assigned
ESF #8 Public Health/Medical Services	County Health Dept. Director /Appointee
ESF #9 Search and Rescue	USAR Liaison/As assigned
ESF #10 Hazardous Materials Response	As required, as assigned
ESF #11 Natural Resources	As required, as assigned
ESF #12 Energy	As required, as assigned
ESF #13 Public Safety	Sheriff/Appointee
ESF #14 Long Term Recovery	County Assessor/Appointee
ESF #15 External Affairs (PIO/JIC)	County PIO Group /Agency Appointees

Dolores County Emergency Operating Plan

Annex D – Public Information

I. PURPOSE

This annex prescribes the responsibilities and relationships for dealing with the public directly and through the media prior to, during, and following an emergency/disaster.

II. AUTHORITY

County Policy Statements

III. SITUATION

See Paragraph III of the Basic Plan

IV. CONCEPT OF OPERATIONS

- A. General. In order to ensure the timely, accurate, and comprehensive flow of information to the public, it is essential that authoritative spokespersons within each jurisdiction be identified, as well as conflicting assessments and directions/guidance be minimized through coordination between jurisdictions. This can be accomplished best through a designated Joint Information Center (JIC) where designated Public Information Officers (PIO) work collaboratively.
- B. Specific. Each response agency official (i.e., Sheriff, Fire Chief, Director of Road and Bridge Department, etc.) will be expected to give information to designated Public Information Officer (PIO) or Joint Information Center (JIC) so that they can respond to queries from the media on the immediate situation and activities within their area of responsibility consistent with the principles of the National Incident Management System (NIMS) as practiced within the County. Concurrently, overall situational reporting, and mid- and long-term decisions having financial implications within a jurisdiction and among the participating jurisdictions, will normally rest with the political leadership and their staffs. It is essential that a dialogue be maintained on a

regular basis between the Incident Commander(s) at the incident site(s) and leadership in the EOC's to ensure accurate, timely and consistent information dissemination to the media and to the public.

V. RESPONSIBILITIES

A. Each jurisdiction leadership will:

1. Designate primary and alternate Public Information Officers (PIO)) for emergency disaster situations.
2. Identify a location for media briefings, and also make available a Public Inquiry Center.
3. Make known (confirm) to the media and public early in the response phase of an emergency/disaster situation, the name and location of the PIO/JIC and specific times for media updates and public inquiry.

B. Each PIO (primary and alternate) will:

1. Be familiar with the contents of the County EOP and the functional responsibilities/relationships contained therein.
2. Develop, and have readily available, materials and equipment necessary to conduct their assigned duties.
3. Develop procedures to ensure that releases of information on injured and deceased are strictly coordinated with the Coroner and other medical officers (i.e., releases of the names of the deceased are not authorized without the expressed approval of the Coroner).
4. Ensure a process is implemented for preservation of records associated with performance of their PIO role (i.e., copies of press releases, responses to public inquiries) throughout the duration of their duties during an emergency/disaster for subsequent use, as necessary.

Dolores County Emergency Operating Plan

Annex E Damage Assessment/Disaster Declaration

I. PURPOSE

This annex prescribes the responsibilities and types of expertise required in assessing damage resulting from a hazard threat, and outline the processes used to officially declare an emergency/disaster.

II. AUTHORITY

A. State

1. Colorado Damage Assessment Handbook, DOLA/DEM, dated January 27, 1992.
2. Colorado Disaster Emergency Act of 1992.
3. State DEM Pamphlet, "Disaster Emergency Procedures Handbook for Colorado Local Governments," dated January 1999.

III. SITUATION

A. See Paragraph III of the Basic Plan

B. A potential, or actual, emergency/disaster, regardless of hazard, requires an accurate assessment of impacts on life and property. Such an assessment defines the severity of potential or actual loss, and identifies needs (City, County, State, and Federal) for mobilization of resources (personnel, equipment, materials, funds) to cope with the situation.

C. Information/data, collected and reported, will:

1. Validate the need for disaster/emergency declarations at City, County, State, and Federal levels, should such action become necessary.
2. Identify response and recovery needs in a consolidated, recognized format.

3. Provide the required supporting documentation needed for State and possibly Federal assistance.

IV. CONCEPT OF OPERATIONS

- A. At the onset of a potential, or actual, emergency/disaster situation, the Emergency Manager will, with leadership concurrence, begin implementation of applicable portions of the Emergency Operations Plan. At the first indication of property losses, damage assessment information/data will be collected and recorded for affected areas in a 'Windshield Survey' (Appendix 1 – Windshield Survey Form). This compilation will usually provide the basis for the initial situation report to the State EOC.
- B. Damage assessment information/data, in conjunction with situation and resource status reports, will serve as the basis for assessing the need for a disaster/emergency declaration. If a County disaster/emergency declaration is considered, a Preliminary Damage Assessment (PDA) (Appendix 2 - Initial Damage Assessment Report Form) contributes to the determination of need for State assistance; likewise, if a town is directly impacted, a PDA will be undertaken to determine the need for a County emergency/disaster declaration and State assistance.

V. ORGANIZATION AND RESPONSIBILITIES

- A. The Sheriff will:
 1. Designate a County Damage Assessment Coordinator (Assessor's Department) responsible for training and operational deployment of damage assessment teams.
 2. Identify selected specialists, and assign additional duties as members of the composite County Damage Assessment Staff (Appendix 3 – County Damage Assessment Staffing).
 3. Conduct ongoing analysis of the situation based on damage assessments, response/recovery needs, and local resource capabilities. Recommend to (BOCC) declaration of a disaster/emergency, when the situation either requires instituting special authorities, or when a request for outside assistance becomes necessary. Ensure timely publicity and filing of any disaster/emergency declaration.

B. The County Emergency Manager will:

1. In coordination with County staff, identify personnel with necessary types of expertise; make recommendations to County leadership for designation approval.
2. Arrange (in coordination with the County Damage Assessment Coordinator), for necessary training of Damage Assessment Staff members, and insure roster membership and individual/team training is kept up to date.
3. Recommend to the County Administrator/Sheriff activation of the Damage Assessment Staff, when a potential or actual hazard threat situation occurs.
4. Assist the County Manager in situation analyses, and the response/recovery needs against existing capabilities.
5. Recommend emergency/disaster declarations, when warranted and prepare necessary declarations in the proper format for the Chief Executive signature (Appendix 4 – Declaration of Emergency/Disaster Format).

C. The County Damage Assessment Coordinator will:

1. Upon notification of Damage Assessment Staff activation, obtain a current briefing on the situation and coordinate the anticipated tasks (identification and prioritization) with the County EOC staff. Obtain specific impacted County information, as necessary, from the applicable mini-EOC.
2. Brief and organize the Damage Assessment Staff into necessary teams with assigned prioritized tasks designating a leader for each team. Establish times for receipt of accumulated information/data; record reported information on summary sheets and provide with supporting data, as requested.
3. Arrange and provide administrative/logistical support to the Damage Assessment Staff teams, as required

Dolores County Emergency Operating Plan

Appendix A to Annex E – Windshield Survey Form

Initial Damage Assessment – Windshield Survey		
Road Name	City	County
Area Boundaries		
North		South
East		West
Surveyed By		
Title	Phone Number	Date

	Single Family Dwellings	Mobile Homes	Apartments	Businesses	Total
Destroyed					
Major					
Minor					

Dolores County Emergency Operating Plan

Appendix B to Annex E – Initial Damage Assessment Report Form

1. Reporting location _____
(Name of County) (Date & time)
2. Area affected _____
3. Cause of damage _____
4. Persons (insert numbers in space provided)

A. Killed _____	B. Injured _____	C. Sick _____
D. Displaced _____	E. Missing _____	F. Hospitalized _____
5. Damage to essential facilities (indicate capability lost and estimated \$ loss)

A. Hospital	%____	\$ _____	D. Communications	%____	\$ _____
B. Power Plants	%____	\$ _____	E. Railroads	%____	\$ _____
C. Food Availability	%____	\$ _____	F. _____	%____	\$ _____
6. Damage to Public Property

A. Roads	%____	\$ _____	E. Water Treatment	%____	\$ _____
B. Bridges	%____	\$ _____	F. Sewage Plants	%____	\$ _____
C. Schools	%____	\$ _____	G. Distribution Lines	%____	\$ _____
D. Irrigation Districts	%____	\$ _____	H. Airports	%____	\$ _____
7. Damage to Private Property

A. Dwelling Units	%____	\$ _____	C. Farms/Ranches	%____	\$ _____
B. Commercial Facilities	%____	\$ _____	D. Livestock	%____	\$ _____
8. Are there large accumulations of debris? Yes _____ (If yes, explain in remarks) No _____
9. Is the reporting government intact enough to fulfill its governing functions? Yes _____ No _____

10. Dollar amount of reporting government resources that have been committed to alleviating damage, loss, hardship, or suffering?

	PERSONNEL	MATERIALS	EQUIPMENT
Emergency Services	_____	_____	_____
Road/Bridges	_____	_____	_____
Law Enforcement	_____	_____	_____
Fire/Rescue	_____	_____	_____
Other Services	_____	_____	_____
Contractual Services	_____	_____	_____
Sub Total	\$ _____	\$ _____	\$ _____

TOTAL RESOURCES	\$ _____		

11. Assistance required to cope with the disaster or emergency (check () requirement)

PUBLIC NEEDS	WATER SUPPLY	FLOOD FIGHTING
_____ Restore Power	_____ Drinking	_____ Levee Building
_____ Communications	_____ Sanitary/Sewers, etc.	_____ Sandbagging
_____ Transportation	_____ Fire Fighting	_____ Pumps
_____ Secure Area	_____ Other (Specify)	_____ Other (Specify)
_____ Debris Clearance		

VICTIM NEEDS	ADMINISTRATION
_____ Search/Rescue	_____ Activate EOC
_____ Evacuation	_____ Public Announcements

- _____ Food
- _____ Shelter
- _____ Clothing
- _____ Medical
- _____ Other (Specify)

- _____ Maps Available for:
- _____ General Disaster Area
- _____ Specific Damage Sites
- _____ Location of EOC, DAC, Field Offices
- _____ Other

(Explain items checked in remarks)

12. Location of Emergency Operations Center (EOC) _____

Telephone Number of EOC _____

Other Communications _____

13. Amount of local government funding available and expected to be appropriated to meet the needs of this disaster

14. Remarks _____

15. Name and Title of Person Filing Report _____

Date and Time _____

Dolores County Emergency Operating Plan Appendix C to Annex E – Damage Assessment Staffing

POSITION

Damage Assessment Coordinator

County Assessor

Road and Bridge Department

County Clerk

Atmos Energy Gas Company

American Red Cross

Empire Electric Power Company

Telephone Company(s)

Division of Wildlife

Dolores County Health Department

Charter Communications (Cable TV)

Victim Assistance / Advocate

Other as required

**Dolores County Emergency Operating Plan
Emergency Disaster Declaration
(sample)**

WHEREAS, Dolores County suffered serious damage to

_____ (i.e., roads, bridges, private residences, businesses, and other public/private facilities, etc.)

caused

by _____ (i.e., flood, tornado, hazardous materials incident, wildfire, etc.)

which occurred _____;
(inclusive dates)

and

WHEREAS, the cost and magnitude of the incident (responding to and recovering from the impact of

_____) is far in excess of the County's available resources;

NOW THEREFORE, BE IT RESOLVED, that the County Commissioners of Dolores County,

Colorado, declare this to be an Emergency/Disaster.

Dated at _____, Colorado, this _____ day of _____,
_____.

Commissioner _____

Distribution:

Original – BOCC

One Copy – County Clerk

Two Copies – State Office of Emergency Management (one of which will be forwarded by State
DEM to the Governor's Office)

Dolores County Emergency Operating Plan

Annex F – Public Health, Mass Casualties and Mass Facilities

I. PURPOSE

This annex identifies the immediate health and medical resources available in an emergency/disaster, their utilization, and the public health issues that need to be addressed given the potential magnitude of the situation. It will also provide response and recovery actions related to lifesaving, transport, evacuation, and treatment of the injured, controlling the spread of contamination, disease control activities and preventing the contamination of water and food supplies. It identifies the responsibilities of the appropriate agencies in a mass casualty/mass fatality incident.

II. AUTHORITY

A. County and Town Policy Statements

B. Colorado Department of Public Health & Environment (CDPHE) – Interim Plan 2003, Mass Casualty Plan Appendix – [State Emergency Function (SEF) #8 – Health, Medical & Mortuary].

III. SITUATION AND ASSUMPTIONS

See Paragraph III of the Basic Plan.

A. Many emergency situations may pose public health problems. Depending upon the nature of the incident, complications might include disease, sanitation problems, contamination of food and water, and community mental health problems.

B. Disaster and mass-casualty incidents take many forms. Proper emergency medical response must be structured to provide optimum resource application without total abandonment of day-to-day responsibilities.

- C. All public health and medical services events will operate under the established Incident Command System (ICS) structure within the county.

IV. CONCEPT OF OPERATIONS

- A. During the initial stages of an emergency/disaster situation, health and medical services will be provided by county EMS personnel, the local ambulance service, trained medical volunteers, and the County Coroner. The Southwest Memorial Hospital in Cortez will serve as the principal resource in normal day-to-day levels of medical activity.
- B. The Fire Department with jurisdictional responsibility will be the agency responsible for establishing the on-scene Incident Command Post utilizing single or unified command as appropriate, and will maintain overall responsibility for communication with health and medical facilities, and will serve as coordinator for local health and medical services, with assisting agencies cooperating in their area of responsibility. If the incident is larger than can be properly handled by a single agency, an EOC (Emergency Operations Center) will be activated. The Incident Command System will be established and command of the medical response will be coordinated by the Incident Management Team handling the incident.
- C. As the situation develops, and the existing resources are exhausted and/or insufficient to meet the needs of the current or projected situation, additional outside support will be requested based on a needs analysis.
- D. Assisting the Incident Management Team will be:
 - 1. Dolores County Public Health Director or designee
 - 2. Regional Epidemiologist
 - 2. Mental Health Generalist (Axis Mental Health)
 - 4. Dolores County Coroner or designee

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. The Incident Management Team shall:

1. Begin development of a public health and medical assessment within the county and its affected areas immediately on notification of a potential, or actual, emergency/disaster situation. This assessment will be updated on a regular basis as the situation develops, and until such time as the assessment is no longer required.
2. Determine, in coordination with the Hospital Administrator and the EMS Board, resource implications of the on-going situation assessment, identify resources available, and initiate timely action in acquiring resource shortfalls.
3. Contact the Colorado Division of Homeland Security and Emergency Management (DHSEM) and the Colorado Department of Public Health & Environment (CDPHE) and access state medical services.
4. Provide a qualified public health spokesperson responsible for advice and education on disease prevention, environmental sanitation, vector control, self-protection, actions being taken to control the situation, and incident/situation resolution. After approval for release by the Incident Commander (IC), all information should be provided to the public and the media under the ICS structure and through the Joint Information Center (JIC) serving the emergency, if one is established, to ensure overall accountability and coordination of the information disseminated.
5. In coordination with law enforcement, arrange for the organization, staffing, security, and logistics of the distribution and delivery of antibiotics, antiviral medications, vaccines, or other prophylaxis medication in an emergency situation.
6. Create an information system to (1) monitor the situation, including infectious control, with assistance from the Dolores County Public Health Agency (MCPHA) as necessary and with assistance from CDPHE as appropriate; (2) evaluate and manage infection control in the community and outside of the hospital; and (3) evaluates and manage, in coordination with local area hospitals and the County Coroner, the proper disposition of human corpses and tissue.

7. In coordination with law enforcement/Sheriff, implement quarantine protocol as enacted by the Governor's Executive Order 6.0, [under CRS 25-1-506(1)(c)?], if warranted.
8. Document all actions so that records can be compiled for financial, historical, and legal data.

B. The Coordinator for Medical Services (Regional Epidemiologist) shall:

1. If necessary, serve as designee for MCHD director, assuming some of the aforementioned responsibilities as requested and reporting specifically to the MCHD director. Regularly maintain current status updates.
2. Monitor and serve as a resource for county medical activities.
3. In cooperation with the SWRETAC coordinator, contact all health and medical facilities and medical transporting agencies within the area, as needed.
4. Maintain a situation status of medical and health operations and resources, and continue to update regularly.
5. Coordinate with the MCHD director and Southwest Memorial Hospital Administration, the establishment of site and personnel for general and/or mass emergency immunizations and quarantine procedures when necessary.
6. Identify medical facilities, fixed and mobile, that have the capability to decontaminate injured individuals that have been biologically, radiologically or chemically contaminated.

D. Hospitals shall:

1. Operate within the scope of their own internal plans and established procedures for maximum effort conditions.
2. Inform the Incident Management Team of capabilities and limitations.

3. Provide hospital triage as necessary; operate as a decontamination staging area in cooperation with hospital protocols as provided in their internal Emergency Operations Plan.
4. Maintain a patient/casualty tracking system.
5. Provide individual hospital PIO spokesperson to the Joint Information Center (JIC) to handle news media personnel in accordance with their own policies and procedures.
6. Adjust the patient population in their hospital and coordinate with other health care facilities to prepare for an emergency/ disaster-related patient load or evacuation if necessary, while continuing medical care for those that cannot be evacuated.

E. Fire, EMS and HazMat shall:

1. Operate according to standard operating procedures and emergency medical protocols.
2. Provide personnel and equipment to administer emergency medical assistance at the scene.
3. Assist in triage of casualties.
4. Coordinate with Southwest Memorial Hospital and the Incident Management Team to ensure that all medical operations are thoroughly integrated.
5. Report casualty numbers to be transported, and those that may otherwise self-transport to the hospitals, to the county medical coordinator in the EOC.
6. Determine if contamination exists on exposed individuals and advise transporting agencies, health care providers, hospitals and EOC medical coordinator of the circumstances.

7. Coordinate field decontamination utilizing the local fire departments and other assisting agencies, as necessary.

F. The Emergency Medical Services Director/Board will:

1. Develop and maintain procedures for the handling of mass casualties within the parameters of the identified hazard threats.
2. In coordination with the Southwest Memorial Hospital Administrator, keep the Incident Management Team abreast of the current and projected status of medical resources within the county based on the potential, or actual, developing emergency/disaster situation.
3. Be prepared to receive, organize, utilize, augmentation land and/or air medical resources should the need arise.
4. See Appendix 1 for current county health and medical resources.

G. The Ambulance Services will:

1. Provide initial emergency medical service to casualties within their normal areas of response.
2. Prepare to carry on in a consolidated operation under the Incident Management Team and EMS direction, when an emergency/disaster is isolated in a particular area of the county, or when additional outside ambulance resources are provided to the county in response to mutual aid agreements or other requests for outside assistance.

H. The Coroner will:

1. Coordinate local resources utilized for the decontamination, collection, identification, transportation, storage and disposition of deceased persons, human tissue and remains, as necessary. The site of a Mass Casualty/Mass Fatality incident is considered a crime scene; it will be secured according to established law enforcement protocols. The County Coroner and the County Sheriff, or his/her designee in cooperation with other law enforcement agencies will coordinate management of the scene.

2. Establish recovery points, when deemed necessary, to facilitate recovery actions.
3. Determine cause of death of the deceased. Ensure that fatalities are handled to conform to legal and moral standards, and that deviations are accurately documented, verified, and witnessed.
4. Protect the property and personal effects of the deceased.
5. Establish temporary morgues as required. These sites must include areas for administrative processes. Ertel Funeral Home has a facility available with limited capacity at 42 N. Market St. Cortez. Activate the facility by calling 564-3468 (24 hours).
6. Assure identification of fatalities and notify relatives of the deceased. Inform the Public Information Officer (PIO) of names, when reasonable to the public, directly or through the media. (No release of information without Coroner approval).
7. Establish, and maintain, a comprehensive record-keeping system for continuous updating and recording of fatalities. Provide for integration of fatalities.
8. Submit requests for assistance to the County Health Nurse, when resource shortfalls are identified.
9. Provide, through the County PIO, information for the dissemination to the media and the public on the number of confirmed deaths, morgue operations, and other pertinent information.
10. Coordinate services of funeral directors, morticians, other pathologists and D-MORT Teams; the American Red Cross for locating and notifying relatives; dentist and x-ray technicians for purposes of identification; law enforcement agencies for security, property protection, and evidence collection. Alert all local funeral homes and provide guidance and instructions to funeral directors for identification, storage and burial of deceased. Request assistance from the Colorado Coroner's Association

or D-MORT team, depending upon the size and character of the incident.

The Colorado Coroner's Association Disaster Trailer can be requested by calling the Morgan County Coroner's Office (970) 842-4955, followed by a written request (email) to: don@heermortuary.com. Deployment depends upon travel from Morgan County to Montezuma County.

D-MORT activation requires a State Disaster Declaration, because it is a Federal resource.

11. Request security support as needed.

I. Mental Health Services shall:

1. Provide counseling assessment and assistance at medical and shelter facilities.
2. Assist in mobilizing community counseling for victims, families, emergency workers, and others recognized as having or seeking mental health needs.

J. General Tasks for all public health and medical services as defined by each specific agency's internal plan or standard operating procedures (SOP's) shall:

1. Maintain and keep current a personnel alerting and call-up roster.
2. Maintain primary and secondary communications systems that are to be tested and verified twice yearly.
3. Provide fully qualified representatives (and dispatchers) to the EOC in order to provide information and make informed decisions, as required.
4. Prepare to escalate to full and sustained operational status on short notice, and maintain relief personnel and shift schedules as necessary.
5. Obtain and ensure optimal operational condition of equipment necessary for 24-hour operations.

6. Arrange for necessary supporting resources (i.e., medical supplies, including procurement of antibiotics, personal protective equipment (PPE), an internal operations/coordination center, equipment and staff).
7. Maintain accurate records for potential legal, historical, and financial purposes.

VI. ANNEX DEVELOPMENT

The primary responsibility for the continued development and maintenance of this Public Health & Medical Services annex is that of the Dolores County Emergency Manager, Dolores County Public Health Agency (and other local health agencies as required, as they are the annex specialists and experts) with assistance from responsible supporting agencies. As stated in the Dolores County Emergency Operations Plan – Basic Plan, this annex (as a part of the entire EOP) will be reviewed annually and updated as needed, unless significant changes warrant earlier revisions.

VII. STRATEGIC NATIONAL STOCKPILE MEDICATION PLAN

- A. The Regional Transport Place (RTP) will be located at Dolores County Public Health Agency in Cortez, Colorado. The stockpile will arrive in Dove Creek from Mesa County, Colorado.
- B. Dolores County Sheriff's Office (MCSO), in cooperation with the Colorado State Patrol (CSP) and/or Colorado National Guard (CONG), will transport the Dolores County stockpile from Mesa County to the Dolores County dispensing site. MCSO, in cooperation with the CSP, CONG, and other responding law enforcement agencies as necessary, will provide site security.
- C. The Dolores County dispensing center will be located at the Dolores County Public Health Department, 425 N. Main St., in Dove Creek, Colorado, 81324.
- D. The point of contact for the Dolores County stockpile is the MCPHA director or designee.

- E. For additional information on procedures for the Strategic National Stockpile Medication Plan, see the Colorado Department of Public Health & Environment (CDPHE) interim state plan Mass Casualty Plan Appendix – [State Emergency Function (SEF) #8 – Health, Medical & Mortuary].

Dolores County Emergency Operating Plan Annex G – Emergency Medical Services

Purpose

This annex establishes the authority and responsibilities in the event of an incident requiring mobilization of significant medical resources to deal with multiple (mass) casualties. It does not supersede established medical protocols or standard operating procedures of any EMS agency or entity. The contents of this Annex are based on information provided by the SWRETAC.

Definitions:

SWRETAC - Southwest Regional Emergency & Trauma Advisory Council

Mass Casualty Incident (MCI) – An MCI is an event resulting from man-made or natural causes which results in illness and/or injuries which exceed the Emergency Medical Services (EMS) capabilities of a hospital, locality, jurisdiction and/or region.

Disaster – Any natural or man-made event, civil disturbance or hostile attack, or any other hazardous occurrence of unusual or severe effect, threatening or causing injury to multiple individuals.

Situation: SW Colorado is vulnerable to damaging effects of natural, technological, and national security hazards as well as any other region in the state. Incidents can vary in scope and intensity, from small local emergencies with minimal damage/injury to multi-county disasters with extensive devastation and loss of life. Whereas this is a Regional document, the nature and cause of any specific MCI is not covered herein. Local MCI plans should include the assessment and analysis of vulnerabilities for MCI in their area.

Assumptions: This is a *system* plan providing a broad overview and general planning and operating principles and recommendations. It is not an operational plan and does not contain detailed guidance for any role, discipline, jurisdiction, or incident type. That level of detail should be contained in individual county, facility and organizational plans. This plan may not address all situations. Improvisation and modification of its content may be necessary to deal with a specific event.

An MCI can occur at any time and in any place.

- Citizens expect governments to keep them informed and to provide assistance in any emergency, no matter how severe or wide-ranging.
- Prior to an event, supporting plans, policies and operating procedures, including mutual aid agreements, must be established, updated and maintained by responsible parties in both the public and private sector.
- All levels of government, the private sector, nonprofit sector and volunteer organizations have a potential role and some measure of obligation (constitutional, regulatory, contractual, moral or other) to work for the public safety in an emergency.
- Any agency or jurisdiction activating or responding under the MCI plan will adhere to the ICS structure.
- Mutual aid will be requested as needed and provided as available.
- It may be necessary to relocate hospital facilities to contingency field facilities (surge capacity sites) that will provide patients and medical staff adequate protection from the effects of the disaster.
- Local governments will respond and commit resources to an emergency or disaster.
- Civil government will continue to function under all disaster and emergency conditions.
- State government has resources and expertise available to relieve emergency or disaster related problems, which are beyond the capability of local government. The state will modify normal operations and redirect resources to support local government in order to save lives, relieve human suffering, sustain survivors, protect property, and assist in reestablishing essential services.

Purpose: To prepare, on regional basis, for effective, unified, coordinated and immediate emergency medical services (EMS) mutual aid response by prehospital and hospital agencies to, and the effective emergency medical management of, the victims of any type of Mass Casualty Incident (MCI).

Authority:

Local

Intergovernmental agreement entered into on (date) by (Counties), Colorado establishing the SWRETAC.

Colorado Department of Public Health and Environment

CRS 25-3.5-101 through 709 and 25-1-107 (1) (L) - Authority for the CDPHE to license hospitals and other health care facilities, certify emergency medical technicians, establish minimum standards for training EMTs and county licensure of ambulance services, licensure for air medical services and designate trauma centers.

State

Title 24, Article 32, Part 2104, Colorado Revised Statutes, " Colorado Disaster Emergency Act of 1992", The Governor, as the executive head of state, has the inherent responsibility, constitute and statutory authority, to commit state and local resources (personnel, equipment and financial) for the purpose of meeting the dangers to the state and its people presented by disasters.

Federal

Public law 93-288, Robert T. Stafford Disaster Relief & Emergency Assistance Act of 1988 - Authorizes federal resources to supplement state and local efforts; defines the intent of federal disaster aid; establishes federal assistance programs and procedures; establishes federal and state disaster preparedness programs.

In accordance with the "Colorado Emergency Medical and Trauma Services Act", Section 35-3.5-704, the SWRETAC will develop a regional emergency and trauma system plan. The council has no authority to enforce this plan but rather puts it forth as a resource guideline for use in an MCI event.

Incident Command System: While this plan does not supplant or dictate local department operations, it encourages all agencies to follow consistent procedures. The suggested standard command and control structure for all incidents occurring within the SWRETAC should be implementation of the Colorado Incident Command System and the Colorado Mass Casualty Medical Response System.

The top priorities of an MCI are:

1. Provider safety, accountability and welfare.
2. Life safety
3. Incident Stabilization
4. Conservation of property and equipment

Medical Protocols: Whereas, numerous medical responders working under the direction of different Medical Directors would be expected to respond to a MCI, those medical responders will work under their own Medical Director's protocols for austere medical conditions.

Infection Control and Personal Protective Equipment: These items and the training to use them are the responsibility of the responding agency. In the event that additional supplies are needed, IC will be responsible for procuring said equipment.

Patient Triage System: The method of initial field triage to be utilized is the START (Simple Triage and Rapid Treatment) method for adult patients and the JumpSTART method for pediatric patients age 8 and under.

Essential Elements of Information: The Authority Having Jurisdiction for a mass casualty incident may request support from additional emergency service organizations by contacting each of the Region's Counties central point of contact listed in appendix. The following information must be provided with the request for support:

- A. Identity of Requestor (Authority Having Jurisdiction)
- B. Nature of Mass Casualty Incident.
 - e.g. Haz Mat, Vehicle Accident, etc
 - Number of potential casualties
- C. Specific location of the incident staging area
Incident commander and command post location
Who's been notified?
- D. Type and amount of support being requested.
 - e.g. Ambulances (ALS, BLS), Fire Rescue, Special Equipment (extrication, air bags, combustible gas meters, hazmat).
- E. Desired response to Staging Area
(Emergent or Non-emergent)
- F. Specific Route to Staging Area
- G. Call back point of contact.
 - Telephone number to allow the responding agency to provide response information to the requesting authority.

Reimbursement of Agency Expenses: Expenses incurred by responding agencies will be borne by the responding agency until such time as the event has expanded and been declared a disaster by either state or federal officials. Upon such declaration by state or federal officials, Incident Command shall appoint a Finance officer if that position has not already been filled

and the responding agencies shall maintain records of allocated resources Those records shall be given to the requesting agency in a timely and accurate manner. The requesting agency shall be responsible for submitting reimbursement requests to the appropriate state or federal agency and providing reasonable tracking until all agencies have been reimbursed for appropriate/allowable expenses incurred during the MCI event.

Plan Update: The basic response plan will be reviewed and updated annually to reflect changes in policies, technology or operational procedures that affect the emergency response capabilities of the EMS/Trauma agencies in the Southwest Region of Colorado. Resource information will be updated as needed.

Dolores County Emergency Operating Plan

Annex H – Mass Care

I. PURPOSE

This annex provides for the protection of the population from the effects of hazards through the identification of shelters, and the provision of mass, and social services while in the shelters.

II. SITUATION AND ASSUMPTION

A. Situation

1. Based upon the County's hazard analysis, there are several emergencies for which shelters may be required including severe winter storms, wildfires, floods, high wind events, and urban fires.
2. The Dolores County Office of Emergency Management and the America Red Cross have identified and surveyed potential shelters in the county and have determined which would be appropriate to use during disasters.

B. Assumptions

1. Sufficient in-county sheltering exists to meet the needs of an evacuation during emergencies or disasters.
2. For out-of county evacuation, sufficient shelter capacity exists in adjacent counties and shelter locations can be arranged and made available.
3. A high percentage of evacuees will seek shelter with friends or relatives rather than go to the public shelters.

III. CONCEPT OF OPERATIONS

- A. The Dolores County Office of Emergency Management with the assistance of The American Red Cross will provide shelter and mass care to the general population. The Department of Social Services will assure that shelter care is made available to complement American Red Cross services in situations where American Red Cross cannot provide shelter and mass care.
- B. The Dolores County Emergency Manager and the American Red Cross will coordinate shelter locations. Operations will mutually be supported with shared personnel and support services of American Red Cross and Dolores County Department of Social Services.
- C. Public and private providers of institutional care (medical and residential) remain responsible for having shelter plans, which are approved by the Dolores County Department of Social Services and Emergency Manager, for continued care of their clientele when in shelters. The Dolores County Emergency Manager will maintain a copy of these shelter plans.

IV. OBJECTIVES

To provide for the basic human needs (such as shelter, food, water, clothing, inquiry and mental health) in the event of disaster within Dolores County. The Department of Social Services will assist in locating temporary housing to move the population out of the shelter within 72 hours if at all possible.

V. ACTIVATION

The Dolores County Sheriff or the Emergency Manager under the authority of the Dolores County Commissioners will issue the order to open mass care facilities when appropriate.

VII. CALLOUT PROCEDURES

- A. The Emergency Social Services Director will be required to respond to the EOC under the direction of the Dolores County Sheriff or his designee when notified of an emergency condition.
- B. Upon notification of activation, the ESS Director will notify volunteers to respond to the appropriate facilities.

VIII. EMERGENCY LODGING

Emergency lodging will be selected according to the area of the county affected.

IX. EMERGENCY FEEDING

Meals will be provided by the volunteers under the direction of The American Red Cross. Volunteers will assist with the delivery to the shelters. The meals provided will consist of two hot meals and snacks.

X. CURRENT EMERGENCY SHELTERS

These are the current approved and inspected emergency shelters in the County:

-Dove Creek High School ?

XI. EMERGENCY CLOTHING

The Director of the Good Samaritan Center will be in charge of clothing for the displaced population. The Director will be notified of the needs by the Reception Center Administration. All clothing donations will be directed to the Director. ?

XII. REGISTRATION AND INQUIRY

Registration of the population will be conducted at the shelters through the direction of the Reception Center Administrator. The information will be logged as to the location of all evacuees and a list of contact numbers. This information will be used to located individual in case of inquiry by concerned parties.

XIII. INDIVIDUAL AND FAMILY SERVICES

Dolores County Social Services and counselors from Discovery will be available to respond to the emergency shelters as needed.

XIV. RECEPTION CENTER ADMINISTRATION

The reception center administration will be directed by the Victim Assistance Coordinator. The administrator will see that all the needs of the volunteers and

evacuees are being met. The administration will be responsible for records and reports associated with the facilities and care given.

XV. SUPPLIES

All supplies for the mass care of evacuees will be requested through the Director of ESS. The director will make the request through the resource section chief at the EOC. Volunteers will aid in transporting supplies.

XVII. EXTENDED OPERATIONS

In the event of extended operations, the shelters will be moved from the schools and located at the community centers and churches to allow for continuation of normal business. Evacuees will be moved to temporary housing as quickly as possible, based on the nature and extent of the incident.

XVIII. SPECIAL NEEDS POPULATIONS

Some members of the evacuated population have special needs based on medical, physical or psychological conditions. The Red Cross does not provide shelter staffs that are trained in working with special needs patients. The Dolores County Office of Emergency Management maintains Memorandum of Understanding with home health care professionals to provide staff for shelters who are trained to work with special needs populations. These agreements are maintained and updated as needed by the County Emergency Manager. Emergency contact information to activate a response is included in the Resource List. ?

XVIX. CLOSING DOWN

The shelters will remain in operation as long as they are needed. The Incident Management Team with assistance from the Emergency Manger and the Director of The Red Cross will decide when the shelters will be closed down. The facilities will be cleared and cleaned. The facilities will be left in the same or better shape than when they came into use. All appropriate paperwork will be gathered and delivered to the EOC for filing with the incident reports.

Dolores County Emergency Operating Plan Annex I – Continuity of Government (COG)

1. In accordance with CRS 24-32-2107(9), it is the intent of the Dolores County Board of Commissioners that county government will continue to provide essential services in order to protect the public health, safety and welfare during an emergency or disaster event by distribution of these disaster chain of command procedures and protocols.
2. During a declared emergency or disaster event, the following Dolores County elected and appointed officials, in the order listed, have the authority to execute the powers of the board in accordance with CRS 30-11-107
 - a. Chairman of the Board of County Commissioners
 - b. Any duly elected member of the Board of County Commissioners by seniority.
 - c. County Sheriff
 - d. County Administrator
3. If possible, all Dolores County department heads and county elected officials (or their designee) shall be consulted regarding emergency or disaster event issues that might impact their area of responsibility.
4. Each Dolores County department head and county elected official shall work within the framework established by the Dolores County emergency operations plan.
5. GENERAL RESPONSIBILITIES. The head of each County department and County elected office, as appropriate, shall:
 - a. Be prepared to respond adequately to all emergency or disaster events.
 - b. Consider potential emergency or disaster events in the conduct of his or her regular functions, particularly those functions essential in time of emergency.
 - c. Design preparedness measures to permit a rapid and effective transition from routine to emergency operations, and to make effective use of the period following initial indication of a probable emergency or disaster events. This will include:

- i. Development of a system of emergency actions that defines alternatives, processes, and issues to be considered during various stages of an emergency or disaster event;
 - ii. Identification of actions that could be taken in the early stages of an emergency or disaster event to mitigate the impact of, or reduce significantly, the lead times associated with full emergency action implementation.
 - d. Identify areas where additional legal authorities may be needed to assist management and notify the county emergency manager of those authorities.
 - e. Coordinate with State and local government agencies and other organizations, including private sector organizations, when appropriate.
 - f. Cooperate, to the extent appropriate, in compiling, evaluating, and exchanging relevant data related to all aspects of emergency or disaster events.
 - g. Ensure that plans consider the consequences for essential services provided by the county if the flow of State and/or Federal funds is disrupted.
6. CONTINUITY OF OPERATIONS. The head of each county department and each county elected official shall ensure the continuity of essential functions in any emergency or disaster event by providing for: succession to office and emergency delegation of authority in accordance with applicable law; safekeeping of essential resources, facilities, and records; and establishment of emergency operating capabilities.
7. RESOURCE MANAGEMENT. The head of each county department and each county elected official, as appropriate within assigned areas of responsibility, shall:
- a. Develop plans and programs to mobilize personnel, equipment, facilities, and other resources.
 - b. Assess essential emergency requirements and plan for the possible use of alternative resources to meet essential demands during and following an emergency or disaster event.

- c. Prepare plans and procedures to share between and among the responsible agencies such resources as energy, equipment, food, land, materials, services, supplies, transportation, water, and workforce needed to carry out assigned responsibilities and other essential functions, and cooperate with other agencies in developing programs to ensure availability of such resources in an emergency or disaster event.
 - d. Each department will ensure that a copy of their plans are in the Emergency Operations/Coordination Center (EOC/ECC).
- 8. PROTECTION OF ESSENTIAL RESOURCES AND FACILITIES. The head of each county department and each county elected official, as appropriate within assigned areas of responsibility, shall:
 - a. Identify facilities and resources, both government and private, essential to the public welfare, and assess their vulnerabilities and develop plans to provide for the security of such facilities and resources, and to avoid or minimize disruptions of essential services during any emergency or disaster event.
 - b. Participate in interagency activities to assess the relative importance of various facilities and resources essential community needs and to integrate preparedness and response strategies and procedures.

Adopted on _____

By: _____
Chair, BOCC

Dolores County Emergency Operating Plan Annex J – Hazard Analysis

I. Severe Storms

Severe weather events occur regularly in this region of Colorado. In winter, storms can result in several feet of snow within a 24 hour period. Significant snowfall can occur at any time during the winter. Typically December and January can result in two to three feet of snowfall over a period of two days. Late winter storms in February and March traditionally have resulted in heavy snowfall.

Summer rainfall is sporadic; late summer (July and August) often brings a “monsoon” period during which rain falls almost daily, with locally severe rain and localized flooding. The monsoon traditionally last approximately three weeks.

Sudden and violent rainstorms occur infrequently. These can result in localized flooding of streets and low-lying areas, disrupting traffic and causing property damage. Motorists are most at risk in these incidents.

Local high winds and “micro-bursts” occur frequently during the spring and summer.

Severe storms can result in restricted emergency responder access, utility interruptions and structural damage. Special needs populations are at greatest risk during these incidents.

II. Fire

Fire in urban areas can occur at any time. The fire agencies within Dolores County are equipped and trained to attack structure fires with preventing loss of life as the first priority. As modernization of structures occurs within the County, the hazards from fires will be reduced. **The Dolores County Fire Protection District** has adopted the International Fire Code in order to minimize the fire risks in new construction throughout their District.

A large commercial structure fire has the potential for serious economic impact to the County. Large fires in multiple unit dwellings pose a threat to life as well as creating an immediate need for temporary housing. The indigent and special needs populations would again be most at risk in an incident of this kind.

Wildland fires occur regularly in southwest Colorado. In recent history (2012), significant fires have occurred throughout the region. Ongoing drought and development of properties in the Wildland-Urban Interface has significantly increased this problem. Wildland fires can result in extensive loss of property, damage to the ecosystem, economic disruption, and significant financial burdens to property owners and government during recovery. While loss of life is always a possibility, in the past no fatalities have occurred in Dolores County during these Wildland fires.

Dolores County Firewise has undertaken an extensive education campaign with property owners to engage in mitigation efforts. Local communities such as Elk Stream Ranch, Indian Camp Ranch and Cedar Mesa Ranches, as well as others, have developed and adopted Community Wildfire Protection Programs to reduce the risk of Wildland fires in their respective areas. The mitigation work done by Elk Springs Ranch, and Eel Streams Ranch proved highly beneficial during the Weber Fire in 2012. The mitigation work allowed firefighters access to protect property but also a place to halt the fire's progress. County and municipal governments have partnered with local, state and Federal fire agencies in adopting a County Wildfire Protection Plan and Annual Operating Plan. These efforts will continue.

III. Flood

Spring thaw often brings localized flooding of low-lying areas and small streams. Late snow storms can exaggerate this problem. The most significant flood threat is "flash" flooding, which can occur due to the onset of sudden, violent rainstorms.

Flooding in the Dolores River watershed has occurred infrequently; in the late 1940's portions of the town of Dolores were flooded. Development along the Dolores River Canyon has created a similar situation to that of the Wildland Urban Interface. Resort properties such as the Dolores River RV Park as well as individual private homes are now located within the floodplain. Sudden flooding in the watershed could result in significant loss of life as well as extensive property damage. At present, there is no early warning system upstream to notify emergency personnel of the onset of flash flooding.

The terrain in some portions of the County is vulnerable to flash flooding. Dolores County is a tourist destination; canyon hikers and campers are at risk in flash flood incidents. Historically, loss of life occurs in the American Southwest on a regular basis due to flash floods. No fatalities have occurred in Dolores County in the recent past; however, flash flooding in these areas can occur regularly. Flash floods also pose a risk to first responders in some areas of the County.

At present, this region is in a weather radar “black hole” due to lack of radar coverage. Emergency personnel within the County need to work with the regional National Weather Service office in Grand Junction to plan, fund and install radar capable of filling this gap. Until this occurs, local weather spotters provide the best network for notification of localized violent weather events.

IV. Transportation Incidents

Dolores County is a tourist destination throughout the year; large tour buses travel through the County regularly. Commercial carriers transit the County on four highways: US 160, US 491, Colorado 145 and Colorado 184. All grades of children are bused throughout the County during the school year.

Typically, transportation emergencies do not result in significant impact to property. Loss of life could be significant in a bus or commercial carrier accident. Local law enforcement and the Colorado State Patrol are well trained in the investigation of accidents, and conduct regular educational campaigns to encourage safe driving practices such as the use of safety belts.

V. Hazardous Materials

There are two designated hazardous materials transportation routes through Dolores County: US 160 and US 491 ?. The latest information from the Colorado State Patrol (February 2011) is that there are no anticipated additions to these routes. The State Patrol conducts regular monitoring studies and enforcement efforts on these routes.

A wide variety of hazardous material, including nuclear material, transits the County every day. In addition, agricultural use, and fossil fuel exploration and extraction continue to occur within the County. An incident on the County roads or at a drill site could occur at any time.

A spill of any hazardous material would impact life and property in the immediate proximity; depending upon the nature of the material spilled, the impact could be widespread. Life, property and the ecosystem could be significantly impacted.

Cortez FPD maintains a hazardous material response unit in Cortez. In the case of a large or complex incident, the State Patrol Haz-Mat unit and the regional team from Durango would need to be deployed. Response time is limited by travel time as well as weather (iced or snow packed roads, etc.). Local fire agencies personnel have received some haz-mat training, however more is needed. ?

There is no centralized emergency warning system in the County. Nixle.com was accepted for use by the Sheriff's Office in 2012 to increase public warning but is limited as it requires citizens to sign up for the service. As a result, it would be difficult to notify residents in some areas of the County in the event of a hazardous materials incident requiring immediate evacuation or to shelter-in-place.

Most fixed sites in the County are bulk storage facilities storing motor vehicle fuel or propane. The greatest risk at these locations is fire or release due to a catastrophic tank rupture. Municipal water facilities store some hazardous chemicals onsite. Several agricultural supply outlets also store chemicals onsite.

Up-to-date monitoring and reporting systems are in place in city and County facilities. Federal and state reporting standards are readily complied with by local suppliers and businesses.

Privately owned pipelines and pump stations are located in several areas of the County. The owners distribute their emergency response plans to the Emergency Manager annually. The possibility of an explosion, rupture or release at these sites exists. Most of this infrastructure is relatively new, which decreases the probability of an incident. Nevertheless, an incident could not only impact life and property, but could have significant economic impact on the region due to loss of distribution capability.

VI. Power outage

A widespread power outage would seriously impact life and property in the County. Few residents are capable of sustaining themselves over a period of several days during a loss of electricity. At present, there is only one transmission line, which carries power to the County. A second line is planned to bring power to the region, however is still in the planning stages.

Recent events in New Mexico (February 2011) demonstrate the vulnerability of widespread areas in our region to power loss. In a widespread incident, power may not be restored for several days.

The County has shelter capacity for a significant number of residents. Critical government facilities have backup emergency generators. However, the emergency shelters in the County do not have backup generators. Also, the commercial grocery outlets in Cortez can maintain supplies for a maximum of three days ?. A power outage lasting for longer periods of

time would create the need to move some residents out of the area, and to transport water and food into the County from out of the area.

The County needs to develop agreements with private industry to supply portable generators to shelters if needed. The region also needs to create a generator “cache” to supply portable generators to any of the five counties in the Southwest region in the event of a widespread power outage.

Empire Electric maintains an up-to-date Emergency Response Plan to deal with power loss.

VII. Pandemic/Epidemic/Agricultural Epidemic

In 2009 the H1N1 flu outbreak had minimal impact on Dolores County. The County Public Health Agency, the three school districts in the County, Southwest Memorial Hospital and the Ute Mountain Ute Tribal authorities pre-planned for the event and were well prepared for a significant outbreak. Mass vaccinations were conducted at the schools. A far-reaching public information campaign was conducted. As a result, health and economic impacts were minimal. These plans have been updated and exercised. ?

A widespread outbreak of disease would have an enormous social and economic impact. The Dolores County Public Health Agency has access to vaccines distributed from the National Strategic Stockpile, cached in Grand Junction.

In the event of a bio-terrorism incident, early reporting and recognition are key elements in responding to the incident. The H1N1 experience provides a useful template for such a response.

An agricultural disease outbreak would also cause significant economic impact. Dolores County has a large agricultural business base. In the event of an outbreak of disease in livestock, the County would need to rely on regional and state resources to cope with the problem. Assistance would be requested through the Colorado Division of Emergency Management. As in human pandemics, early detection and recognition are key elements. The local veterinarian network is well versed in disease recognition.

The County is well prepared to deal with pandemics, with training, planning and monitoring tools in place.

Dolores County Emergency Operating Plan Annex K – Key Emergency Personnel

COUNTY

TITLE	NAME	ADDRESS	WORK	CELL
Emergency Manager	Keith Keesling	409 N. Main, Dove Creek, CO	970-769-0005	
Sheriff	Jerry Martin	409 N. Main, Dove Creek, CO	970-677-2257	
Commissioner	Steve Garchar	409 N. Main, Dove Creek, CO	970-677-2383	
Commissioner	Julie Kibel	409 N. Main, Dove Creek, CO	970-677-2383	
Commissioner	Floyd Cook	409 N. Main, Dove Creek, CO	970-677-2383	
Administrator	Margaret Daves	409 N. Main, Dove Creek, CO	970-677-2383	
Public Health Director	Mary Randolph	425 N. Main Dove Creek, CO	970-677-2387	
Social Services Director		409 N. Main, Dove Creek, CO	970-677-2250	
Coroner	Tom Myers			
Road & Bridge Director		1010 Guyrene Dove Creek, CO	970-677-2328	
Assessor	Berna Ernst	409 N. Main, Dove Creek, CO	970-677-2385	
Transportation				
Victim Assistance				
Dispatch				
County IT				
Senior Services		52288 Highway 491 Cahone, CO	970-562-4626	

TITLE	NAME	ADDRESS	WORK	CELL
CSU Extension	Gus	409 N. Main, Dove Creek, CO	970-677- 2283	
Landfill				

LOCAL, STATE AND NGO'S

TITLE	NAME	ADDRESS	WORK	CELL
DHSEM Regional Field Manager	Trevor Denney	1000 Rim Dr. Fort Lewis Col.		970) 759- 1187
State Emergency Number			303-279- 8855	
Fire Prevention and Control Regional Field Manager	Ryan McCulley	Durango		970-765- 6279
Colorado State Patrol	Capt. Adrian Driscoll	Durango	970-385- 1675	970-903- 3463
Airport Manager	Russ Machan	Cortez Airport	970-565- 7458	970739- 3661
American Red Cross	Colleen Johnson	1911 Main Ave, Ste 282, Durango	970-259- 6642	970-560- 1880
American Red Cross	Bill Werner			970-588- 5812
Sheriff's Posse				
Search and Rescue (USAR)				
K-9 Search/Rescue				
Southwest Memorial Hospital		1311 N. Mildred Rd., Cortez CO	970-565- 6666	
Pipeline Emergency				811

Hotline				
---------	--	--	--	--

TOWNS AND SCHOOL DISTRICTS

TITLE	NAME	ADDRESS	WORK	CELL
Dove Creek Town Manager				
Dove Creek Police Chief				
Rico Town Manager	Kari Distefano	2 Commercial St., Rico CO	970-967-2863	970-901-3420
Dolores County School District Superintendent		425 N. Main St. Dove Creek CO	970-677-2522	

Fire District Chiefs

TITLE	NAME	ADDRESS	WORK	CELL
Dolores County Fire Protection District				
Rico Fire Protection District	Dave Kunz	119 S. Glasgow, Rico CO		
Pleasant View	Jeff Yoder	15529 CR CC	970-562-4210	970-739-6060
Ute Mountain Ute	John Trocheck	101 N. Beardance Rd	970-564-5441	970-7496791