



Date: September 26th, 2022

To: Mayor Kudron and Trustees

From: Kim White, Community Development Director

RE: Consideration to Accept Road Improvements for the Ridge at Elk Creek Subdivision per Town of Grand Lake Municipal Code 11-2-9



Purpose:

To request that the Town of Grand Lake accept the roads for normal maintenance, such as snowplowing, repair, and repair and cleaning of drainage structures for the Subdivision Ridge at Elk Creek. The Town will maintain only those roads specifically accepted for maintenance by the Board of Trustees.

Background:

The Ridge at Elk creek entered into a Subdivision Improvement Agreement with the Town during the development of the property. At the conclusion of the SIA, the Town may take over the maintenance of the road. The developer built the roadways throughout the subdivision for the Ridge at Elk Creek to meet the Town standards, such that the asphalt is 4" deep and the roadways are 24' wide with gutters and curbs. In April 2020, the Town of Grand Lake purchased property adjoining the subdivision and currently the only entrance and exit to the property is through the subdivision. The HOA from the Ridge at Elk Creek has delivered a letter to Town Staff requesting that the Town take over maintenance of the Road due to the suspected increased usage of the road by larger vehicles. Letter is attached.

The municipal code describes a procedure for accepting maintenance of roadways within the Town if they meet the requirements set by the roadway standards.



Municipal Code for Acceptance Procedures and Requirements:

(B) General Policies.

1. Where road improvements are required for a subdivision or development, the initial capital cost will be paid by the developer. **After acceptance of the roads for maintenance, the Town will then provide a normal level of maintenance as available funds, manpower and equipment permit. A normal level of maintenance means street snowplowing and repair and cleaning of drainage structures.**

3. The Town will maintain only those roads specifically accepted for maintenance by the Board of Trustees. Acceptance of Town roads does not constitute acceptance for Town maintenance or access by emergency vehicles.

(C) Inspections

(2) Final Roadway Inspection for Road Cuts

(c) Items looked for are: cleanup of pavement and all roadway appurtenances; pavement failures, broken concrete, damaged signs and fencing, etc. All deficiencies must be resolved to the satisfaction of the Town.

(F) Final Acceptance.

1. Once public improvements have been totally completed and the designated warranty period as outlined in the Probationary Acceptance documents have been met, the owner/developer may request Final Acceptance. The letter requesting Final Acceptance shall identify the public improvement by name and reference shall be made to the date of Probationary Acceptance. A contact person, address and telephone number shall be listed. The letter shall request a Final Acceptance Inspection and be accompanied by As-Built drawings.

7. Final Acceptance Letter. Upon satisfactory completion of this final inspection, the Town shall issue a Final Acceptance Letter within ten (10) working days of the re-inspection.

Staff Comments:

The subdivision improvement agreement states that the Town may take over maintenance after the probationary period. Upon inspection of the as-builds, the town agrees that the roads were built to the Town standards and are eligible for Town Maintenance.

Board Discussion and Action:

If the board is in agreement to accept the maintenance of the roads located within the Ridge at Elk Creek subdivision, they shall instruct Staff issue a Final Acceptance Letter within ten (10) working days of the re-inspection of the property.