

New Castle Town Council Regular Meeting
Tuesday, May 6, 2025, 7:00 PM

Call to Order

Mayor Art Riddile called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

Councilor G. Riddile
Councilor Leland
Councilor Copeland
Mayor A. Riddile
Councilor Hazelton
Councilor Carey
Councilor Mariscal

Absent None

Also present at the meeting were Professional Assistant to the Town Clerk, Michelle Huster, Town Clerk Mindy Andis, Administrator Dave Reynolds, Town Treasurer Viktoriya Ehlers, Town Planner Paul Smith and members of the public.

Meeting Notice

Professional Assistant Huster verified that her office gave notice of the meeting in accordance with resolution TC 2025-1.

Conflicts of Interest

There were no conflicts

Agenda Changes

Administrator David Reynolds asked for item D to be moved to later in the meeting due to the applicant's travel delay.

Citizen Comments on Items not on the Agenda

There were no citizen comments

Consultant Reports

Consultant Attorney –not present
Consultant Engineer – not present

Items for Consideration

Swearing in of Officer Jeff Cumens

Town Administrator Reynolds introduced Jeff Cumens as a new officer that recently graduated from the academy. Clerk Andis swore in Officer Jeff Cumens and the Council welcomed Officer Cumens.

Update –Police Department Regarding Leash Law Compliance

Administrator Reynolds said the council asked at a prior meeting for an update regarding the off-leash laws. Police Chief Chuck Burrows gave an update on the leash law enforcement over the past three to four weeks. Chief Burrows said there were 40-50 contacts for dogs being off leash. Chief Burrows said a couple of citations were issued;

48 most cases resulted in warnings. Chief Burrows said the officers have not observed many
49 repeat offenders, indicating that compliance is improving. Chief Burrows explained that
50 their general approach is to issue warnings unless it is a repeat offense, which aligns with
51 their practice of good community policing. Councilor Leland asked about dogs getting
52 loose accidentally versus intentional violations. Councilor G. Riddile asked how many
53 citations were issued for leash law violations and whether there is an official process for
54 documenting warnings. Chief Burrows said a couple so far and several warnings. Mayor A.
55 Riddile shared personal experience with an aggressive off-leash dog and suggested
56 stricter enforcement may be required in some cases. Councilor Carey cautioned against
57 moving too quickly with citations without warnings, except for aggressive dogs. New
58 Castle resident Liana Shaffer said police should be focused on other issues not related to
59 off leash dogs. Ms. Shaffer said that Garfield County should bring animal control back.
60 Chief Burrows emphasized his officers should be allowed to use discretion and focus on
61 problematic cases.

62 **Proclamation Municipal Clerks' Week**

63 Mayor A. Riddile read a proclamation declaring May 5-11, 2025, as Professional Municipal
64 Clerks Week in New Castle. The proclamation recognized Town Clerk Mindy Andis and
65 Professional Assistant to the Town Clerk Michelle Huster for their dedication and service to
66 the community.

67 **Consider E-Bike Referral Letter to BLM**

68 Administrator Reynolds prepared a recommendation letter to BLM regarding the use of e-
69 bikes on New Castle trails. The council reviewed the letter and did not make any changes.
70 Mayor A. Riddile agreed to sign the letter and send it to BLM.

71 **Resolution TC2025-12 –Approving an IGA with Garfield County for Mosquito** 72 **Control**

73 Administrator Reynolds said Resolution TC 2025-12 was an Intergovernmental Agreement
74 (IGA) with Garfield County for mosquito control. Administrator Reynolds said the town has
75 participated in this program since at least 2004 and the cost increased to about \$7,400
76 this year. Administrator Reynolds said that partnering with other communities in the
77 county is more cost-effective than the town spraying independently. Administrator
78 Reynolds said the risks and levels of mosquito populations were expected to be like 2024.

79 **MOTION: Mayor A. Riddile made a motion to approve the Resolution, TC 2025-12,**
80 **Approving and Intergovernmental Agreement with Garfield County for Mosquito**
81 **Control. Councilor Carey seconded the motion, and it passed unanimously.**

82 **Resolution TC2025-13 A Resolution of the New Castle Town Council Authorizing** 83 **the Purchase of Real Property Located at 335 W Main Street**

84 Administrator Reynolds said the resolution was needed to satisfy the title company's
85 requirement for formal council approval of the property purchase at 335 W. Main Street,
86 even though the council had previously approved the contract. Administrator Reynolds
87 said the due diligence process was completed and the closing was rescheduled to
88 Thursday, May 8, 2025, the approval of the resolution.

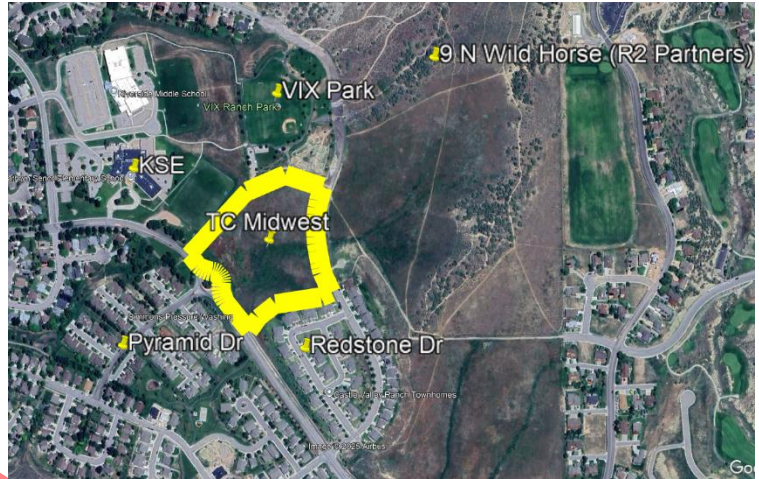
89 **MOTION: Councilor G. Riddile made a motion to approve Resolution, TC2025-13,**
90 **Authorizing the Purchase of Real Property Located at 334 W Main St, Councilor**
91 **Mariscal seconded the motion, and it passed unanimously.**

92 **Castle Valley Ranch Filing 14 PA 12 - Sketch Plan**

Administrator Reynolds reviewed the Land Use Development Application Process flyer with the council (**Exhibit A**). Planner Paul Smith said the community open house portion of the application process will be on May 14, 2025, at 6:00 pm.

Introduction

TC Midwest, LLC originally submitted a sketch plan application in February of 2024 proposing commercial development on Planning Area 12 (PA12) east of the Castle Valley Blvd. (CVB) roundabout near Katheryn Senor Elementary and across from Pyramid Dr. That plan included various commercial occupancies in several phases. With the feedback received from the meeting, the Applicant moved to reconsider alternative uses more consistent with the surrounding neighborhood.



Planner Smith reviewed his Staff Report (**Exhibit B**). TC Midwest's Applicant Marjan Pasha, and Accounts Manager Brook Whiteside said they were seeking feedback from council so they could make a comprehensive plan that fits the community's needs. Ms. Pasha said she was taking notes to take back to their engineer and architect. Planner Smith asked the council for feedback about the road design and TC Midwest will be noting and considering a couple of options. (**Exhibit C**)

*The current proposal reflects the outcome of that reconsideration. The plan now proposes all residential, comprised of 66 townhome units in 14, two-story buildings (**Exhibit A, pg. 11**) priced at fair market value. Road designs are to comply with town standards and will be aligned with existing intersections. Open space will include areas for snow storage, a kids park along CVB, and potentially two public pickleball courts integrated with VIX Ranch Park.*

The sketch plan is the first of three application steps – sketch, preliminary, and final – required for new planned unit developments ("PUDs") & subdivisions. The sketch plan review assesses initial compliance with town codes, provisions for utilities & infrastructure, substantial conformance to the comprehensive plan, and any adverse impacts to the Town. The review provides the Applicant with preliminary, nonbinding feedback from Staff, the Planning Commission, and Town Council before significant expenses are incurred. Though no approvals are made at this initial step, constructive feedback is anticipated.

II Staff Review:

Throughout the application process, the submittal documents will be reviewed pursuant to the criteria in the Municipal Code (MC) for planned unit developments (PUDs) and subdivisions. Any proposal should show general conformity to the following (MC 17.100.040(E)):

1. Consistency with the comprehensive plan;
2. Compatibility of proposed zoning, density, and general development plan to neighboring land uses and applicable town code provisions;
3. Availability of town services from public works, fire, and police;
4. Vehicle, bicycle, and pedestrian circulation; and
5. Preservation of the natural character of the land.

1) **Is the proposal consistent with the comprehensive plan?**

Applicants are expected to clearly demonstrate substantial conformity with the CP in all applications (**Policy CG-1B**). Substantial conformance to the CP may include:

- ☐ *Fostering distinctive, attractive communities with a strong sense of place and quality of life.*
- ☐ *Demonstrating a fully-balanced community and land use structure.*
- ☐ *Ensuring a mix of uses that complement existing land-use patterns.*
- ☐ *Creating walkable communities and encourage multi-modal transportation.*
- ☐ *Balancing housing types that support a range of affordability.*
- ☐ *Preserving open space, natural beauty, and critical wildlife habitat.*
- ☐ *Encouraging economic development.*
- ☐ *Providing efficient and cost-effective services.*

Balanced Community: To begin, the proposal pairs well with a number of New Castle goals and values, central being a commitment to quality of life. With this value in mind, the Applicant proposes to repurpose the underlying mixed-use zoning with a fully residential site plan. Commercial uses, they maintain, will be considered at a more suitable location (**Exhibit A, pg. 10**). Though “all residential” is potentially a better fit for the location, it will be imperative for P&Z and Council to recognize the growing deficit of commercial prospects in New Castle with each deferment of commercially zoned land. The Applicant is prepared to discuss this concern and the possible relocation of commercial on other properties they own.

Ms. Pasha said that their original plan was not a good fit with the community with commercial space next to the school. Ms. Pasha said that they purchased the parcel on the west side of Castle Valley Boulevard and said it was a better fit to separate the residences and commercial areas. (**Exhibit D**)

Councilor Leland asked if TC Midwest purchased both parcels for the purpose of switching the zoning of the mixed use. Administrator Reynolds reminded council that the commercial use would be a future application.

Smart Growth: The project favors Smart Growth (**Goal CG-5**) including sensitivity to aesthetics – employing architectural features already observed in Town –, recreational opportunities – including trails, courts, a playground, and seamless access to VIX park –, and livability – attention given to pedestrian safety and thoughtful vehicle circulation (**Goal RT-1**). The Applicant’s future commitment to a TBD commercial property along CVB will help right the imbalance of needed goods and services in the immediate vicinity. Staff would encourage improving the sense of place with the addition of outdoor living areas such as covered patios and/or decks within each unit.

Affordability: A higher density, multifamily development comprised of two and mostly three bedroom units should advance more affordable housing options compared to other places in Town. Floor plans will range from 1,500sf to 2,500sf with garages and should track current market rates. Seven of the 66 units will be two-bedroom. The rest are three-bedroom designs of various sizes. Staff have been in initial conversations with the Applicant about possibilities for affordable housing options and both are ready to discuss possibilities. Guidance from P&Z and Council is welcomed.

Ms. Pasha said they were considering a deed restriction or options for town employees to rent 3 to 6 units through a right of first refusal. Ms. Pasha said the town would purchase units at the cost of construction. Ms. Pasha said townhomes are more affordable option.

Mayor A. Riddle asked if the units were free market. Mayor A. Riddle asked what the price range would be. Ms. Pasha said that they are researching fair market price, and they purchase materials in house and hope to undercut the market for a more affordable option in New Castle. Ms. Whiteside said that they are targeting a price per square foot. Ms. Whiteside said that the current ranges around \$3.70 to \$4.14 per square foot and her goal would be below that range.

Trails/Open Space/Recreation: The site plan establishes a baseline commitment to pedestrian friendly communities and active open space (**Exhibit A, page 15**). The development will memorialize the connecting trail from the CVB pedestrian culvert to the Dog Park. Detached sidewalks will wrap the entirety of the filing allowing non-vehicular access to nearby locations. (**Exhibit C**)

The Applicant has volunteered a new pickleball hub to the northeast of the development. Applicant installed and Town maintained, the pickleball courts will be a perpetual Town-wide amenity. Lastly, a children's play area on the south end of the property will be available to kids and families walking home from school.

Preserves Natural Environment: New Castle is committed to stewardship of the natural environment and recognizes the potential negative impacts of new development. The Town will work with Colorado Parks and Wildlife (CPW) and the Applicant to identify and protect critical environmental resources (**Goal EN-1**). Though CPW defers comment until the preliminary stage, the surrounding areas of the property have historically been recognized as year-long habitat for various birds and mammals. It will be important to minimize conflicts by, for instance, prohibiting dogs off-leash, minimizing light trespass, preserving native habitat, and limiting use of fences. In some cases, added landscape buffers in certain locations may offset these impacts with enhanced vegetation and/or landscape features.

New Castle also endorses sustainable building that minimizes the consumption of fossil fuels and maximizes use of renewables (**Goal EN-7**). All buildings will comply with the recently adopted Colorado Electrical and Solar Ready codes. It will be important for the Applicant to discuss how sustainable building measures are featured in the proposal as the application progresses. Net-zero/all-electric alternatives are achievable options manifested in new developments throughout the Valley. No less should be expected of this proposal.

Raw water is being considered as the means to irrigate landscaping (**Exhibit A, pg. 13-14**). Raw water is non-potable water which bypasses the town's treatment facility thereby eliminating the processing step. The Applicant also receives a 25% reduction in water tap fees as a result of implementation. Opting for raw water is ultimately an economic and sustainability win for all involved.

Manicured landscaping should be minimal and located mainly within active areas adjacent to units. Native grasses, drought tolerant shrubs and trees should fill the balance of remaining open space. A landscape plan will be required at preliminary plan.

2) Does the proposal demonstrate compatibility with the proposed zoning, density, and general development plan to neighboring land uses and applicable town code provisions?

Land Use: The Applicant has elected to develop under the CVR **MF-2** zoning criteria. According to MC 17.104.080, MF-2 is a “multifamily district allowing higher density including apartments.” The following land uses are permitted by right:

- Attached dwelling units with rear yards;
- Patio homes;
- Attached dwelling units in structures containing more than two units
- Parking;
- Playgrounds;
- Trails;
- Open space;

The MF-2 also permits the following density and area standards:

- Minimum lot area of 2,200sf;
- Minimum lot area per dwelling unit 1,600sf;
- Maximum building height of 40’
- Minimum front yard setback 18’;
- Minimum side yard setback of 0’;
- Minimum rear yard setback of 10’
- Minimum distance between buildings of 10’;
- Off street parking: 2/unit for duplex, triplex, or four-plex; 1.5/unit for five or more units/building + 1 for recreational vehicles per 5 dwelling units;

The proposal adopts strictly permitted uses, with structures complying with density and separation. Compliance with building height limits is still indeterminant at this stage. However, the Applicant and P&Z agreed to the building heights illustrated in **Exhibit A, pg. 27-28**), though in some cases these heights may exceed the technical maximum height definition for CVR. Setbacks will be finalized at the preliminary application. These provisions aside, the Town Council should prioritize ways of mitigating the potential visual impacts of building mass adjacent to the surrounding neighborhoods. Massing alternatives, structure orientation, landscape screening, and roof articulation, for example, are ways visual impacts can be attenuated. Since the P&Z sketch, the Applicant has added various nuances to the architectural aesthetics to address some of these concerns. (**Exhibit A, pages 27-28**).

Off-Street Parking: The purpose of off-street parking in the PUD “is to ensure that safe and convenient off-street parking is provided to serve the requirements of all land uses in the Castle Valley Ranch PUD and to avoid congestion in the streets” (MC 17.104.100). The following off-street parking standards apply:

- Duplex, tri-plex or four-plex – Two spaces per dwelling unit;
- Five or more dwelling units in one structure – One and one-half spaces per dwelling

unit + 1 recreational vehicle parking space for every 5 units in a 5-plex or greater;

Per the standards, required off-street parking totals 121.5 spaces. The Applicant shows approximately 210 functional off-street spaces, 30 units of which are single car garages with four of those single-car garages having two-car-width driveways (**Exhibit A, 11**). Regardless of the overage, Staff recommends a minimum of two-car width driveways for single car garages to solve for issues related to garages used as storage rather than vehicle parking. This tendency inevitably results in "tandem" parking which induces residents to park at least one car on the street which further aggravates street congestion and sometimes compromises safety. The Applicant invites Council's input as to whether seasonal/RV parking should be included with the proposal. Committing to the full allocation of RV parking would mean a loss of 7 spaces otherwise available for regular vehicles.

On-Street parking: On-street parking serves to accommodate overflow vehicle parking for guests, deliveries, trash pick-up, and emergency vehicles. To the extent these accommodations are priorities for the Town, they deserve special attention in a project design. Proposed ROW cross-sections are illustrated in **Exhibit A, 31-35**. The recently adopted Town standard for residential roads recommends a 58' ROW cross-section with parallel parking on both sides of the street (**Exhibit A, page 33-34**) and minor collectors reaching 62.0'. (**Exhibit E**)

The application modifies these standards to achieve improved safety and traffic flow. Importantly, these adapted designs currently contemplate no on-street parking. This design variant allows for bike lanes on Silverado Trail, "improves pedestrian safety, and adds to the area's overall aesthetic". The central alleyway will be a narrower 12' drive with travel in both directions. (**Exhibit F**)

The omission of on-street parking is not a novel concept in New Castle and, if designed well, can function effectively. Moreover, considering the number of driveway cuts, there are few areas on this site plan which would accommodate parking. If no on-street parking is elected, Staff would prefer the narrower standards: 56' ROW w/bike lanes for Silverado Trail and a 52' ROW for the residential loop roads. Consensus has been for narrower drive lanes to help with speed control and reduce maintenance costs. Council's input on these matters will be critical early in the application process to guide the Applicant with the final site plan considerations. (**Exhibit G**)

Commissioner Carey said there is a current problem with speed control at North Wild Horse Drive and drivers go slower on the narrower sections. She said she had a concern that parking would be a challenge because many residents have rafts, bicycles and other recreational equipment filling up their garages and they park on the street. Commissioner Leland said that most residents have two cars, and that overflow parking is necessary. Councilor G. Riddle said moving traffic was a priority because people will drive slower on Silverado Trail if cars are parked along the sides. He mentioned the increased traffic from future development R2 make it important for traffic to flow to Castle Valley Boulevard. Councilor G. Riddle said that if the streets are 8 feet wide people will park on the sides of the street and when they are 5 feet wide, they will not have room and he supports 5-foot-wide streets. Councilor G. Riddle also suggested using the roundabout that already exists instead of building another structure to get traffic down Castle Valley Boulevard instead of the neighborhood streets. Councilor Carey agreed with Councilor G. Riddle and suggested the east side of North Wild Horse Drive was a bike lane and the other side was for parking. Councilor Carey said it allows for a bike lane to access the trails, keeps the streets narrower for speed control, accommodates TC Midwest's vision of bigger front yards and the town's needs for parking.

3) **Is there availability of town services from public works, fire, and police?**

Police: There is little indication that police service would be compromised with the added traffic. However, the Police Department is currently fully staffed with 11 officers. Generally, additional officers are considered for every 1,000 resident increase.

Fire: In response to the current multi-year drought and the ongoing expansion of the wildland-urban interface, Colorado River Fire Rescue now emphasizes the resiliency of structures and improving defensible space (**Goal EN-8**). Recently, such measures were codified with the adoption of the 2021 International Fire and Wildland-Urban Interface Codes. Structures are required to use materials with better ignition resistance than more conventional materials. Limiting the combustion properties of a structure reduces fuel loads thereby inhibiting flame spread and buys time for firefighting during a wildland fire incident. Vegetation or landscaping surrounding new structures will also be scarcer than before in response to the requirements of defensible space.

Public Works: The CVR Master PUD is approved for 1,400 residential units and 100,000sf of commercial space. These totals were primarily the result of calculations performed on the basis of water dedicated from Elk Creek. At present, the CVR PUD has no commercial space developed. The current sewer treatment plant is sufficiently sized to process the full build-out of both CVR and Lakota.

Raw Water: Raw water is available at the roundabout on CVB and VIX Park and is expected to irrigate all lots and common areas within the new PUD.

Streets/Snow Storage: Other than the central, interior alleyway, all roads will match the Town standards. Snow storage totals are not currently tabulated, however separated sidewalks coupled with designated storage locations should be adequate to the task. Snow storage is crucial for public safety, cost savings, and quality of life.

Due to the traffic demands for future residential development east of N Wild Horse Dr., Staff suggests that the Applicant consider a southbound right-turn lane (i.e. splitter lane) at the intersection of N Wild Horse and Silverado. The intent here is to encourage vehicles immediately to the west towards the CVB roundabout and hence reducing the potential congestion at the two-way stop of CVB and N Wild Horse.

Open Space: The Applicant has made efforts to integrate open space in three locations (**Exhibit A, 12, 15**). The kid's park, the pickleball courts, and the central accessory spaces will be available to all residents and will complement other amenities in VIX Park.

4) **Is there adequate vehicle, bicycle, and pedestrian circulation?**

Because roads will approximate Town standards, the anticipated detached sidewalks will provide a safer and more pleasant pedestrian experience. Driveways fronting Silverado Trail have been removed to expedite vehicle travel through the property. With higher density and disrupted lines-of-sight, it will be important for streets to have high visibility crosswalks, preferably with bump outs, placed in priority locations. The development will also dedicate the connecting trail from the CVB pedestrian culvert to the Dog Park. This path should be modestly landscaped.

5) **Is the natural character of the land preserved?**

The parcel slopes gradually downhill from east to west dropping 30-40' in 700ft (~4% slope). Such slopes are rarely problematic from a design standpoint and therefore structural steps or terracing of landscaping should be minimal. Nevertheless, the Applicant should demonstrate material balance of expected cut-and-fill before construction commences. The structural designs appear to preserve and match existing grade features and follow uniformly with the current slope.

To conserve water and limit landscape maintenance such as mowing, staff requests the applicant consider drought resistant vegetation and seeding of native grasses to restore disturbed areas to their original state. Sod with landscape irrigation, likewise, should be used sparingly to limit the need for landscape maintenance.

Staff recommends landscape berms to obscure traffic noise and headlights along CVB and attenuate noise adjacent to the pickleball courts (see Eagle Ridge Ranch development).

III Planning Commission Questions and Comments

The Applicant introduced the proposal to the Planning Commission on April 9, 2025.

The Commissioners provided constructive feedback, some of which is summarized below:

P&Z Comments & Questions/Applicant Answers

- The suggestion for a right turn lane on North Wild Horse into Silverado Trail was viewed favorably by the commission.
- **(Exhibit H)** There was concern over the color scheme of the units. *The colors were an example, with no decisions yet on what colors the units would be. Suggestions are welcomed and encouraged.*
- Why not double stack single bedroom units to expand on the potential market for more housing? *That wasn't a consideration. The team was focused on providing individual starter homes/smaller family homes with either two bedrooms or three bedrooms.*
- There was conflicting opinions on the usefulness and impact of having designated RV street parking. Some were concerned that the demand wouldn't be met.
- Are there plans to incorporate front decks to adhere to the comprehensive plan and create a welcoming, community environment? *Yes, designing the garages to face the back also helps with that front facing feel as well.*
- Any ideas what the commercial development further down Castle Valley Boulevard will look like? *No, it's too early to tell what commercial plans would look like for that future development project. The goal is to provide a good mix of both uses and TC Midwest is excited for that project as they always wanted to develop commercial that would benefit the community.*
- Is there an established construction management easement with R2 Partners? *There is still time to finalize the easement, but it has not been approved. Attorneys are reviewing the agreement.*
- What will the HOA manage? *TC Midwest researched some companies but did not decide on any details until they received feedback from P&Z on whether the development project was favorable or not. The HOA would be responsible for the open space and alleyway.*
- What would garbage collection look like? *The units design provided enough space in the garages to accommodate individual trash bins for trash collection.*
- With the increase in traffic from both TC Midwest and R2 Partners developments,

when will the roundabout on Castle Valley Boulevard become two lanes? *Traffic studies are required for both and will trigger the need based on the outcome of the study.*

- No parking on Silverado Trail would best keep that a busy through street. Having the road width be 62 feet seemed concerning. A smaller road width would maintain that road be just driving only. Unopposed to a bike lane, but eliminating bike lanes would narrow the road further.
- The kids park area along Dancing Bear should have a significant berm to buffer major street traffic.
- There was a majority consensus about keeping the pickleball courts to the north-east of the development as there was no parking available near Castle Valley Boulevard.
- Will the road construction to finish North Wild Horse be a single contractor? *R2 Partners would finish the driving lanes. The cost share would include all of North Wild Horse, based on a traffic count with the two traffic studies from each developer and a projected traffic study further east of the developments.*
- What does the landscaping and fencing look like? *Landscaping has not been planned yet. TC Midwest would like to design similar fencing to match the surrounding neighborhoods.*
- Would TC Midwest be open to providing any units as deed restricted in regard to affordability? *Ideally, six units would be ideal. That question would need to be brought to the full team of TC Midwest to discuss and decide. TC Midwest is definitely interested in helping to create affordable housing. The goal for them was to find a middle ground of being affordable, having a good product to sell and selling the units quickly.*

IV Staff Recommendations

- A. The applicant shall comply with all recommendations of the Town Engineer, Town Public Works Director, and Town Attorney provided in response to review of the Application.
- B. Consider narrower Town standards for road designs if on-street parking is to be omitted.
- C. Consider affordable housing options for employees within the Town of New Castle.
- D. Consider the addition of outdoor living areas such as covered patios and/or decks within each unit.
- E. Demonstrate how the property will be managed through the HOA or sub-association including a draft of proposed covenants.
- F. Provide a lighting plan demonstrating that exterior building lighting will be dark-sky compliant per the Comprehensive Plan.
- G. Identify all permanent snow storage easements on the final plat.
- H. Specify on the final plat any open space maintained by the HOA and open space maintained by the Town, if applicable.
- I. Request approval of street names through Garfield County Communications to avoid any duplication of names in the county dispatch area.

- 466
- 467 J. Consider landscape berms to mitigate traffic & pickleball noise as well as light trespass
- 468 along CVB.
- 469
- 470 K. Party walls shall be designed as a shaft-liner system consistent with UL- U415 (or
- 471 similar) and approved by the Building Official.
- 472
- 473 L. Any trash dumpsters shall be located within an approved trash enclosure that extends
- 474 six feet high and includes a bear resistant latching mechanism. Any trash receptacles
- 475 for units shall be of a bear resistant type and stored inside the garage.
- 476
- 477 M. All site specific development applications subject to the provisions of the International
- 478 Fire Code or matters requiring fire alarms and/or fire suppression shall be submitted to
- 479 the Fire Marshal for review and comment.
- 480
- 481 N. Extend raw water infrastructure from existing stub-outs into the new development.
- 482
- 483 O. Provide a water sampling station per the recommendations of the Town Engineer and
- 484 Public Works Director.
- 485
- 486 P. The Town agrees to facilitate cost recovery for the construction of N Wild Horse Dr in
- 487 accordance with the provisions of the Cost Recovery Agreement approved by Resolution
- 488 TC 2025-7 (Exhibit B) as defined in the subdivision improvements agreement (Exhibit M)
- 489 of Ordinance TC 2025-1 otherwise known as Castle Valley Ranch Filing 13 "9 N Wild
- 490 Horse".
- 491
- 492 Q. Prior to the recordation of the plat, the Applicant shall enter into a subdivision
- 493 improvements agreement with the Town.
- 494
- 495 R. The sale of individual lots or units within the development may not occur until a plat
- 496 creating the lot or unit is recorded with Garfield County.
- 497
- 498 S. The Applicant shall reimburse the Town for any and all expenses incurred by the Town
- 499 regarding this application, including, without limitation, all costs incurred by the Town's
- 500 outside consultants such as legal and engineering costs.
- 501

502 Councilor G. Riddle asked if it was appropriate to have the kid's playground on the southern corner.

503 Planner Smith confirmed the location of the kid's playground and wanted to hear community input and

504 councils' recommendations. Councilor Carey suggested a berm to protect the park from Castle Valley

505 Boulevard. Councilor Carey asked if the units plan to be built with sprinklers and fire suppression

506 system. Ms. Pasha said that they are looking into the cost with sprinklers for a later date. Planner Smith

507 explained the difference between building fires and wildland fires. Administrator Reynolds said New

508 Castle adopted the Wildland Urban Interface (WUI) code that protects the outer shell of the building and

509 spoke to the improved fire protection between units included in building codes.

510 Councilor Leland said that the alley behind the larger buildings look narrow and was concerned about

511 the large number of cars using the alley. Ms. Pasha said that they want to keep the front yards open

512 and will consider using a one-way alley and consider community input. Councilor Leland said he lives

513 on a one-way narrow road and people must back out frequently to let others by. Ms. Pasha said this

514 alley will allow two cars to pass, however it is tight.

Councilor Leland asked the applicant if they have reached an agreement with the R2 Developers about allowing their construction vehicles to pass through, and Ms. Pasha said they are finalizing an agreement.

Councilor Copeland asked who would be responsible for plowing the ally at the new development. Administrator Reynolds said the HOA would plow. Ms. Pasha offered to discuss the affordable housing questions. Mayor A. Riddile said the 3 to 6 units discussed already were sufficient. Councilor Carey wanted to see affordable housing offered for other zip codes if the need in New Castle was met. Councilor G. Riddile asked for clarification about the units being sold and not rented and Ms. Pasha said they are free market units, not rentals.

V Next Steps

Comments and recommendations made by staff and the planning commission should inform future revisions made to the application prior to Council review.

*After Council sketch review, but prior to the preliminary plan application, the applicant shall conduct a **community open house meeting** with the public. The Applicant shall notify the town of the date of the community open house and notice the community open house according to the Town's public hearing notice procedures set forth in Section 16.08.040, except that notice to mineral owners is not required.*

The sketch plan review conducted pursuant to this Section 17.100.040 will remain in effect for one (1) year from the date of Council's review. If the applicant does not submit a preliminary PUD plan application within said year, the applicant may be required to submit a new sketch plan application before filing a preliminary plan application. Similarly, if applicant's preliminary PUD plan application includes substantial and material (e.g., proposes new uses, higher density development, new or additional variances, etc.) changes from the original sketch plan, the Town Administrator may require the applicant to conduct a new sketch plan review.

VI Sketch Plan Exhibits:

- A. Applicant Revised Sketch Plan Submittal – April 30th, 2025
- B. Land Development Application – March 7th, 2025
- C. Comments from Fire Marshal – March 27th, 2025

Comments from Town Engineer – April 3rd, 2025

Consent Agenda

Items on the consent agenda are routine and non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a council member or citizen requests it, in which case the item will be removed from the consent agenda.

April Bills \$737,598.78

April 15, 2025, Minutes

Drifters/Down Valley Brewing Company Liquor License Renewal

Councilor Hazleton asked the Drifters/Down Valley Brewing Company Liquor License Renewal to be removed from the consent agenda for further discussion. Councilor

Hazleton clarification is needed about who the LLC is through. Councilor Hazelton said he had questions about the 15 percent food sales related to the food trucks hours. Councilor Hazelton would like to clarify a few things with the owners. Councilor Hazelton asked if the Drifters/Down Valley Brewing owners are in good standing with the town regarding the

money they owed over the year. Administrator Reynolds said the tap fees were deferred until July and Treasurer Ehler's said the past consultant fees were paid. Mayor A. Riddile said to mention the trash in the back of the property to the owners.

MOTION: Mayor A. Riddile made a motion to approve the consent agenda without the liquor license renewal for Drifters/Down Valley Brewing Company. Councilor Mariscal seconded the motion, and it passed unanimously.

Staff Reports

Town Administrator – Town Administrator Reynolds provided updates from the meeting with local pastors aimed at reviving a community worship service during the Burning Mountain Festival. Administrator Reynolds said the town was successful with being awarded two AGNC grants. One for the cleanup of a recently purchased town property at 335 West Main Street and the second for new signage and paint for the museum. Administrator Reynolds said Garfield RE-2 School District mentioned the idea of development impact fees, but Town Attorney David McConaughy advised potential legal complications for New Castle. Administrator Reynolds said that the roundabout project landscaping bids surpassed the budget, coming in at \$1,012,000 and outlined a plan with Treasurer Ehlers to address the \$400,000 shortages by budget adjustments and project scope reductions. Administrator Reynolds said he had concerns about the Garden Club's fundraising activities for street planters being conducted without the town's consent. Administrator Reynolds shared the estimate for the East Main Street sidewalk project between \$450,000 and \$500,000. Administrator Reynolds gave an update on ongoing efforts to assist an elderly New Castle resident who was displaced from her home because of a fire.

Town Clerk – Town Clerk Andis said she was continuing to cross-train Professional Assistant Huster. Clerk Andis said she hired a new Deputy Clerk who starts on May 27, 2025. Clerk Andis said her office completed a scheduled records destruction. Clerk Andis gave an update on progress on implementing a new agenda council packet platform for the website. Clerk Andis said she received a letter from Garfield County Clerk's office regarding the November election. The council would need to decide on ballot measures for the coordinated election by July 25, 2025.

Town Treasurer – Treasurer Ehlers confirmed that Drifters/Down Valley Brewing had no outstanding balance with the town. Treasurer Ehlers said she received additional opioid funds for 2024-2025 totaling \$95.29. Treasurer Ehlers said her office completed the ARPA fund allocation, with final reports due in July and her office worked on the audit with a new auditor.

Town Planner – Planner Smith reported on ongoing residential development projects including the TC Midwest development application and the Coal Seam hotel project near the River Park condominiums. Planner Smith said his office was working on commercial projects such as a proposed gymnasium/fitness center in the Mattivi building and the Livery building on Main Street. Planner Smith said Remi Bordelon joined the Planning Department and is contributing considerably.

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – have not met

Historic Preservation Commission – Commissioner Hazelton said the commission was discussing the historical designation of the Texaco building.

Climate and Environment Commission – Councilor Leland said the Earth Day event was a success with 16 exhibitors and 125 people attended. Councilor Leland said the CEC

gave away 10, 6-month subscriptions to Evergreen Composting and the Lions Club donated a tree from West Canyon Tree Farm. Councilor Leland said all the vendors wanted to return next year and the event received coverage in the New Castles of the World newsletter.

Senior Program - Clerk Andis said the committee was creating a survey to assess how to better assist residents with using the traveler service due to decreased ridership. Clerk Andis said a subcommittee has been formed to work on increasing ridership and surveys are expected to be distributed by the end of the month.

RFTA – Mayor A. Riddile said RFTA will be holding their annual strategic planning meeting next Thursday, May 8, 2025.

AGNC – Councilor Hazelton said he attended part the meeting via Zoom. He thanks AGNC for the grants awarded to the town. Councilor Hazelton said AGNC is working on a 3-year strategic planning project to improve member engagement and elections were held: Cody Davis was re-elected as chairperson, Doug Overton as vice-chair, and Councilor Hazelton as Treasurer.

GCE - Councilor Leland said GCE will be meeting on Friday, May 9, 2025. He also noted that he had one year left in his council term and wanted to transition his role as GCE representative to another council member. Councilor Caitlin Carey expressed interest in potentially taking on the role.

EAB – Mayor A. Riddile said there were vacancies on the board for several districts.

POSTR – did not meet

Council Comments – Councilor Mariscal expressed concern about recent ICE activity in the area. Councilor Carey mentioned ongoing efforts to support community members affected by ICE activities and provided an update on potential bear activity in town. Councilor Grady Hazelton said there were several positive events in town, including the promotion of police sergeants, Earth Day celebrations, and the fishing derby. Councilor G. Riddile discussed ongoing challenges with off-leash dogs and the need for consistent enforcement. Councilor Leland inquired about progress on closing the Mount Maderas Trail. Mayor A. Riddile gave updates on various community events, including the Lions Club craft sale, fishing derby, tree planting, River Center volunteer appreciation luncheon, and New Castle Trails cleanup event. He also said he had attended the IMTPR meeting.

Items for Future Council Agenda - The Council agreed to add discussions Frank Breslin Park leash laws and modular construction to a future agenda.

Adjourn

Mayor A. Riddile made a motion to adjourn. Councilor Hazelton seconded the motion, and it passed unanimously.

The meeting adjourned at 9:28 p.m.

Respectfully submitted,

Mayor Art Riddile

Assistant to the Town Clerk, Michelle Huster