CALL TO ORDER

ROLL CALL

CONFLICTS OF INTEREST

Executive Session
* 1.) The topic of the executive session is the “personnel matter involving the Town Manager's Performance Evaluation, as permitted by CRS 24-6-402(4)(f)(I).” (Page A2)

DELEGATIONS
  1.) Alan Matlosz, George K. Baum & Company.
  * 2.) Grand Lake Center Implementation Committee. (Page A3)

DISCUSSION
* 1.) Items from Town Manager. (Page A7)
  2.) Items from Town Attorney.
  3.) Meeting Updates.

BOARD ACTION ITEMS FOR EVENING MEETING
# 1.) Consideration of the Special Event Permit for Independent Sports Club for a Wild Game Dinner Fundraiser event (Page E107)
# 2.) Consideration of the Board of Trustees Vacancy. (Page E115)
# 3.) Consideration of appointment of Elmer Lanzi to the Planning Commission (Page E116)

FOR YOUR INFORMATION - None

*items attached to workshop agenda      #items attached to evening agenda
January 23, 2017

To: Mayor Peterson and Town Trustees
From: Katie Nicholls, Town Clerk
RE: Executive Session for Continuation of Town Manager’s Performance Evaluation

Entering into an Executive Session regarding personnel matters, CRS 24-6-402 states that, to go into executive session:

- 2/3 of the members present must approve a motion to go into executive session. The motion should include a statement such as “for the purpose of discussion of personnel matters involving the Town Manager’s Performance Evaluation.”

- The Mayor must announce that the topic of the executive session is “personnel matter involving the continuation of the Town Manager’s Performance Evaluation, as permitted by CRS 24-6-402(4)(f)(I).”

Remember that no formal action may occur while in executive session.
The Grand Lake Center 2016 Summary

Successes

1. Implementation Committee Organized – February 1, 2016
2. Fees set by Board – March 2016
4. Furniture & School Curriculum Liquidation May-June 2016
5. Ride the Rockies – June 14-16, 2016 – No Rents
7. Center part-time Coordinator Lead Hired – July 1, 2016
8. Official opening - July 1, 2016
9. RMRT Youth Theatre (three weeks) – July-August 2016
10. Repairs on Roof, plumbing and heating systems – on-going
11. Pay It Forward Fundraiser – August 2016
15. Fitness Equipment donated, purchased and installed – September 2016
16. Fitness Club Memberships available – September 2016
17. New game room table donated and installed – December 2016
21. Disney Way Conferences (May/October) – No Rents
23. Lease Artist Space for 1 year – November 1, 2016
24. Received DOLA REDI Grant for Event Marketing – November 2016
25. Presented Center progress to Grand County Commissioners – November 2016
26. Center's Recreation and Event Information added to Town website - November
27. Art's Council Craft Fair – November 23-25 - No Rents Received
28. Installation of Internet, Wi-Fi, phone, cable TV and Key-less Entry system
29. Weekly Art Classes – November 1, 2016
30. Indoor Pickle Ball Transition from Grand Lake Rec District to Center - Nov
32. Game Room Open – Daily - November 1, 2016
33. Marketing mailer produced and mailed to surrounding property owners – Nov
34. Monthly Medical Professional Services 1st & 3rd Tuesdays – November 2016
35. Weekly Pilates Classes – December 1, 2016
36. Arcade Auction – December 1-17 - Discounted Rents
39. Sold 61 Fitness Memberships
2016 Revenue Summary:
$30,125.67 Revenue
$30,000 Grant
$60,125.67 Total

$5,905.83 Income realized for 2017

Donations:
$30,000 - Fitness Equipment
$45,400 - Volunteer Labor Hours
$1,800 - In Kind Donations (Misc Items – TVs, Carpet, Labels, Movies, Pictures, Mirrors, etc.)
$400 - Grand Lake Recreation District Pickball Equipment

$10,972 - Cash Donations
$700 towards game room (pool table)
$500 towards TVs in fitness rooms
$1,850 from Pay It Forward Fundraiser Tickets
$403 from Pay It Forward Fundraiser Cash
$ ?? from Carpet Tiles
$500 Rotary Donation

$88,572 Total Donations
Volunteer Projects/Hours

Furniture & Curriculum Liquidation 80 hrs.
Building Clean-up 80 hrs.
Picnic Tables Refurbished 90 hrs.
Wi-Fi Installation 50 hrs.
Key-less Entry Installation 50 hrs.
General Heating System 30 hrs.
Building Maint 150 hrs.
Building Repairs 100 hrs.
Marketing Material 60 hrs.
Implementation Team Meetings 240 hrs.
Ride The Rockies - June 80 hrs.
Pay It Forward Fundraiser – August 60 hrs.
Open House Staging - August 120 hrs.
Donated Coordinator Time 405 hrs.
Constitution Week - September 15 hrs.
Grand Opening - September 24 hrs.
Rotary Club Setup - October 20 hrs.
Marketing Mailer - November 82 hrs.
Disney Way – May 40 hrs.
Disney Way – October 40 hrs.

Total: 1,816 hrs. * $25 per hr. = @ $45,400 labor hrs.

IN KIND DONATIONS TO GLC 2016:

Ron Wood  > Hardmade oak lecture/podium (value $417.86)
Corrine Lively  > Design and install 5th grade picture display
Heidi Gardner  > Student Guitar, book, and music stand
Keith Everhardt  > B-B-Q meals and time for Pig Roast
Lee Staub  > 50" TV
Dave Boelter  > Paint Office trim, Kindergarten wall and Stain 2 wood doors for Art Studio
Mike Long  > 2 printers, keyboard, monitor, 2 wheel dolly
Steve Kudron  > HP monitor
Grand Lake Lodge  > Open house food, ribbon cutting cake, 2x use of linens, 1 ream of copy paper
Roger Bartholomew  > Welder weight bench and 300# weight set
Lisa Jenkins  > 6 mirrors 3 x 4, 1 mirror 4 x 8, use of tables, chairs, use of linens for Disney Way
Steph Wall  > Use of personal computer, Coffee Pot and basket of kids movies
Jane Binford  > Use of personal computer, printer, ink, cell phone (for long distance calls since there is no long distance service at GLC and taking calls during non-GLC office hours), 8 x 11 wool rug, table runner, RMNP Centennial poster framed, tools to stock tool box, parts storage box, box fan and curtains for artist studio.
Lesson Learned

1. We have a great community that has invested in this concept.
2. It takes a village to implement and continue to support a community event/recreation center.
3. Center cannot sustain itself without other future funding.
4. More community involvement is necessary for programs, volunteers, and funding.
5. Need to establishing a community steering committee for Center

Future Opportunities

1. Community involvement is a must.
2. Recommend on-going Center advisory board that includes community members.
3. Complete the purchase and installation of camera system.
4. Find ways to reduce the utilities for the building.
5. Create and execute a follow up community survey and make adjustments.
6. Consider changing operation hours to match second-home and tourist days/hours. Example: Thursday through Monday for at least 6 hours a day.
7. Seek future funding for annual operations.
8. Seek funding for continued building and grounds improvements.
9. Improve internal staff coordination and communications: Revenue and expenses; Marketing; Special Events; Maintenance; Policies (Donations, Funding, Waivers, etc.); Special Projects; Planning; etc.
11. Implement a Center monthly report of planned and actual accomplishments.
12. Implement and execute monthly/quarterly/annual maintenance plans.
13. Implement a marketing plan for both events and recreation – REDI Grant.
14. Implement new Center website from REDI Grant.
15. Investigate USDA Facilities Grant Prospect
January 23, 2017

To: Mayor Peterson and Town Trustees

From: Jim White, Town Manager

RE: Items from the Town Manager

1. **CDOT Review/West Portal Bridge**

   We are scheduled for the FIR/FOR meeting with CDOT, Benesch Engineering, and Town Staff on February 1, 2017 to continue planning for the West Portal Bridge Project.

2. **Communities That Care**

   Communities That Care is an evidence based prevention planning system that uses existing coalitions and community partners to address health concerns effecting youth in a community. Assigned by the Mayors/Managers/Commissioners group to represent local governments throughout Grand County, I am invited to attend an evening meeting on January 31st, 2017 from 4:30pm till 8:30pm.

3. **Sales Tax Revenue Bond Process**

   On January 5, 2017, I spoke with Alan Matlosz, Investment Banker, about the process for our bonds. He initiated contact with Dee Wisor, Bond Attorney and town staff is now working on several questionnaires to help move the project forward. Special thanks to Katie Nicholls, Town Clerk and Erin Ackerman, Town Treasurer for their extra efforts and assistance. Alan will be present at the afternoon Work Session to discuss the bond issue and the schedule.

4. **Diamondback Engineering Proposal/Streetcape Project**

   Attorney Krob and I are working with John Enochs to complete the contract for the next phase of engineering required for the Streetcape project. John has provided some preliminary information to assist in preparation of the DOLA Energy Mineral Impact Grant due February 1, 2017.
5. **DOLA Grant Application**

   After checking with Greg Winkler, we began work on our DOLA application. Greg suggested we limit our first request to $500,000 as the competition will be fierce in this round and the money available for awards will be limited. The submittal deadline is February 1, 2017.

6. **Town Hall Roofing Contract Awarded**

   The Town Hall Roofing contract was awarded to Acevedo Roofing in the amount of $77,800. Work will start in mid-April 2017.

**ANNOUNCEMENTS**

- Al Spinell, with Rentricity, called on January 17, 2017 to inform me that the issues with the generator initially placed in our hydro electric facility did not demonstrate improved performance after efforts to repair it in Denver. Subsequently, Baldor, the manufacturer, is sending us a new generator **under full warranty**.

- Mayor Peterson attended the Western Mayors/Managers meeting from January 17-19, 2017 in Montrose, CO.

- Interviews for the Grand Lake Center Lead Coordinator position took place on Wednesday, January 4, 2017 and two more will be conducted on January 10, 2017. **Crystal Myers** was promoted to Lead Coordinator at the Grand Lake Center and **Beate Kaufman** was hired as the other Coordinator at the Center. Both took on their new roles beginning on January 16, 2017.

- Interviews for the new Public Works position were held on Friday, January 6, 2017. **Tracy Temple** was hired and started on January 16, 2017.

- Cameras for the Grand Lake Center have been ordered by Michaels Audio and Visual and we are coordinating schedules with Michaels and SMSB Network Solutions, our IT provider to coordinate installation, now scheduled for Thursday, January 26, 2017. Michael Long, GLC volunteer, is coordinating the work of the two companies and the installation plan.

- From Wednesday, January 25th through Saturday, January 28, 2017, I will be attending the Colorado City and County Managers’ annual conference in Glenwood Springs, CO.

- Registration closes for the CML Legislative Workshop on February 2, 2017. The Legislative Workshop will be held on Thursday, February 9, 2017 at the History Colorado Center, 1200 Broadway, Denver, CO from 9am till approximately 4:15pm. A reception at CML will follow at 5pm. (SEE ATTACHMENT).
Planning and Zoning Commission agenda items on January 18, 2017 included: a request to amend the PUD at the Gateway Inn and consideration of a new mixed use development at 824 Grand Avenue.

**Quotable Quote(s):**

"When values are clear, decisions are easy."

- Roy Disney
THURSDAY, FEBRUARY 9, 2017

CML ANNUAL LEGISLATIVE WORKSHOP

ABOUT
Plan to attend the CML Annual Legislative Workshop, when municipal officials from across the state will gather at this workshop to discuss key municipal issues before the 2017 General Assembly, the CML legislative program, and what municipal officials can do to influence the legislative process.

CML will host an open-house reception for slate legislators and all attendees following the workshop at the CML offices.

CML MUNIVERSITY
Five MUNiversity credits will be awarded for this training.

LOCATION
- Morning: History Colorado Center, 1200 Broadway, Denver
- Afternoon: Colorado State Capitol, Old Supreme Court Chamber, Denver
- Evening: CML Building, 1144 Sherman St., Denver

PARKING
There is limited complimentary parking at the League building (approximately one block from the venue). Garage parking across from the venue at the Cultural Center Garage (enter on 12th from Broadway) costs approximately $12 for the day.

LODGING
The Warwick Denver Hotel, 1776 Grant St. (approximately two blocks north of the capitol and six blocks from CML), has a discounted hotel room rate per availability through Wednesday, Jan. 11, for CML members. After Jan. 11, hotel rooms or rates may not be available. When making reservations, mention the Colorado Municipal League reservation block; credit card information needs to be provided to reserve lodging. Note: Discounted rate is available only by phone (303-861-2000) and not online.

REGISTRATION OR QUESTIONS
For more information, or special needs, call 303-831-6411 or 866-578-0936. Return the registration form to CML by Thursday, Feb. 2, or visit www.cml.org to register online. (To receive early-bird registration rate, register by Jan. 26.)

AGENDA
Location: History Colorado Center
9:00 Registration and continental breakfast
9:45 Welcome
10:00 The state of state–municipal relations
Gov. John Hickenlooper (invited)
10:30 2017 General Assembly:
Legislation & issues affecting municipalities
Presented by CML advocacy team
Noon Lunch: Legislative leadership panel
All members of the legislature’s leadership will be invited to review
2017 statehouse activity of municipal concern
1:15 Walk to state capitol for afternoon sessions

Location: Colorado State Capitol, Old Supreme Court Chamber
2:00 Municipal courts
3:30 Transportation and transit
4:15 Adjourn
Meet and greet with members of the Colorado General Assembly
or self-guided tour of the state capitol

Location: CML Building
5:00 CML legislative reception

REGISTRATION FORM — CML ANNUAL LEGISLATIVE WORKSHOP — THURSDAY, FEB. 9
Please submit a separate form for each participant. This form may be copied. Registration closes on Feb. 2.

Name ____________________________________________
Title ____________________________________________ Representing ____________________________
Phone ____________________________________________ Fax ____________________________
Email ____________________________________________
Address ____________________________________________

City, State, ZIP ____________________________________________

☐ Check for a vegetarian lunch ☐ Check for a gluten-free lunch ☐ Check if you plan to attend the reception

Registration fees:*
☐ $110 (CML municipal/associate members if received by Jan. 26)
☐ $225 (all nonmembers if received by Jan. 26)
☐ $140 (CML municipal/associate members if received after Jan. 26)
☐ $255 (all nonmembers if received after Jan. 26)

☐ Check enclosed ☐ Visa ☐ MasterCard

Visa/MC # ____________________________________________ Exp. date ____________

Name on card ____________________________ Signature ____________________________

Mail or fax this form and send payment to CML, 1144 Sherman St., Denver, CO 80203-2207; fax 303-860-8175.
Make check payable to Colorado Municipal League. Registration is also available online at www.cml.org.

Registrations may be canceled up to seven days prior to the scheduled event. Canceled registrations received prior to this time will be refunded, less a $30 processing fee. Cancellations made fewer than seven days prior to the event cannot be accepted; however, attendee substitutions can be made anytime. If you fail to attend the event, you are still responsible for payment. Your registration will not be final until payment is received. No on-site registration.

Attendance at, or participation in, CML meetings and events constitutes an agreement by the registrant to CML’s use and distribution of the registrant’s or attendee’s image in photographs, videotapes, and electronic reproductions of such events and activities.
ARTICLE SIGNS

Sec. 10. Purpose.

(a) The purpose of this title shall be to create the legal framework for a comprehensive and balanced system of signs. This system will preserve the right of free speech and expression, provide easy and pleasant communication between people and the environment, and avoid excessive levels of visual clutter or distraction that are potentially harmful to traffic and pedestrian safety, property values, business opportunities, and community appearance. With these purposes in mind, it is the intent of this title to authorize the use of signs that are:

1. compatible with their surroundings,
2. appropriate to the activity that displays them,
3. expressive of the identity of individual activities and the community as a whole,
4. legible in the circumstances in which they are seen,
5. unlikely to distract drivers to a dangerous degree, and
6. able to preserve the right of free speech and expression.

(b) The use of signs is regulated primarily by lot or premise type and by building frontage and location. No sign shall be permitted as a main or accessory use except in accordance with the provisions of this title.

(c) The primary intent of this Article shall be to regulate signs of a commercial nature intended to be viewed from any vehicular right-of-way.

(d) This title shall be known as the “Grand Lake Sign Code”. References herein to “the code,” “this code,” or the like, refer to this Article.

Sec. 20. Compliance required.

It is unlawful hereafter to display, construct, erect, alter, use or maintain any sign, except in conformance with the provisions of this title. It is unlawful to alter, maintain, enlarge, use, or display any such street graphic erected or constructed prior to the enactment of this title, except in conformance with the provisions herein set forth. Nothing in this title shall be interpreted to require the town to force removal of a sign which was originally and properly authorized, and which the town would have to pay for the value of the signs.

Sec. 30. Noncommercial signs and messages

Any sign authorized to be displayed by this Article may contain a noncommercial message.


The words and terms used, defined, interpreted or further described in this title shall be construed as follows:

(a) The particular controls the general.
(b) The present tense includes the future tense.

(c) Words used in the singular number include the plural, and words used in the plural number include the singular, unless the context clearly indicates the contrary.

Sec. 50. Definitions

“Abandoned sign” means a commercial sign which no longer identifies or advertises a bona fide business, lessor, service, owner, product, or activity or for which no legal owner can be found.

“Accessory use” means a use naturally and normally incidental to, subordinate to and devoted exclusively to the main use of the premises.

“Access point” means that point on the street at which or from which the public is afforded an entrance to the property or establishment of the sign owner. Some properties or establishments have more than one access point.

“Administrator” means that person appointed by the Town Board of Trustees to administer the provisions of this title. Unless and until changed by the Town Board of Trustees, the administrator shall be the Town Manager.

“Animated sign” means signs which use movement or change of lighting to depict action or create a special effect or scene.

“Attached signs” means signs attached to the building to which they pertain and not otherwise supported.

“Banner sign” means a sign composed of a logo or design on a lightweight material not enclosed in a rigid frame and secured or mounted to allow movement.

“Barber pole” means a cylindrical sign traditionally used to identify a barbershop.

“Billboard” means a commercial sign other than a sandwich board, which directs attention to a business, commodity, service or entertainment conducted, sold or offered at a location other than the premises on which the sign is located.

“Building fascia” means the general outer surface of any main exterior wall or foundation wall of the building, including windows and storefronts.

“Cabinet” means the generally hollow portion of a sign to which, or in which, is attached the means of illumination of such and to which the face of translucent materials are attached or on which advertising copy is painted.

“Commemorative sign” means a sign, tablet or plaque memorializing a person, event, structure or site [note: content neutral. Where used? 14.30.010(n) permitted in all zones under 4 sqft. What done? IDEAS???]

“Copy” means the logo, wording, or design on a sign surface in either permanent or removable form.
Detached Sign. See “Freestanding sign.”

“Double-faced sign” means a sign with two faces if not parallel then with an interior angle of not greater than 90 degrees.

“Electrical sign” means a sign or sign structure in which electrical wiring, connections or fixtures are used.

“Facade” means the entire building front including the parapet. See “Building fascia.”

“Face of a sign” means the area of a sign on which the copy is placed.

“Festoons” means a string of ribbons, tinsel, pinwheels, or similar materials.

“Freestanding sign” means an on premise sign supported by one or more uprights, posts, or bases placed upon or affixed in the ground and not attached to any part of a building.

“Frontage” means the length of the property line on any one premises along a public right-of-way on which it borders. On a corner lot, only one street line shall be considered as a front line. The owner of a corner lot shall designate which street line is to be considered as the front line.

“Frontage, building” means the length of the longest outside building wall on a public right-of-way.

“Ground sign” means a type of freestanding sign which is erected on the ground and contains no free air space between the ground and the top of the sign.

“Height (of a sign)” means the vertical distance measured from grade at the edge of the adjacent right-of-way to the highest point of the sign.

“Illuminated sign” means a sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.

“Instructional sign” means a sign reasonably necessary for the safe circulation of pedestrian or vehicular traffic within a given parcel, which may be freestanding or attached to a building.

“Lot” means a parcel of land legally defined on a subdivision map recorded with the county clerk and recorder of Douglas County, or a parcel of land defined by a legal record or survey map.

“Main use” means the principal or primary activity for which land or buildings are designed, arranged or intended, or for which land or buildings are occupied or maintained.

“Maintenance” means, for the purposes of this title, the cleaning, painting, repair or replacement of defective parts of a sign in a manner that does not alter the basic copy, design or structure of the sign.
“Mansard” means a sloped roof or roof-like façade architecturally comparable to a building wall.

“Marquee” means a permanent roof-like structure or canopy of rigid materials supported by, and extending from, the façade of a building.

“Marquee sign” means any sign attached to or supported by a marquee structure.

“Multi-faced” means any sign having two or more faces. This includes double-faced signs.

“Nonconforming” means a sign which was erected legally but which does not comply with this Article.

“Nonresidential” means any real property within the Town of Grand Lake zoned or used other than for single family or multifamily residential uses.

“Occupancy” means the portion of a building or premises owned, leased, rented or otherwise occupied for given uses.

“On-premises sign” means a commercial sign, which pertains to the use of the premises on which it is located.

“Owner” means a person recorded as such on official records. For the purposes of this title, the owner of the property on which a sign is located is presumed to be the owner of the sign unless facts to the contrary are officially recorded or brought to the attention of the Town Manager, such as a sign leased from a sign company.

“Painted wall sign” means any sign which is applied with paint or similar substance on the face of a wall.

“Parapet” means the extension of a false front or wall above a roofline.

“Permanent sign” means any sign which is permanently affixed or attached to the ground or to any structure.

“Person” means any individual, corporation, association, firm, partnership, trust or similarly defined interest.

Plaque. See “commemorative sign.” [not content neutral. Where? How dealt with?]

“Portable sign” means any sign designed to be moved easily and not permanently affixed to the ground or to a structure or building.

“Premises” means a parcel of land with its appurtenances and buildings which, because of its unity of use, may be regarded as the smallest conveyable unit of real estate.

“Private warning signs” an owner erected sign designed to warn of known dangers.
“Projecting sign” means a sign, other than a wall sign, which is attached to and projects from a building wall a distance of 12 inches or more or is attached to any other structure in like manner, which structure was not designed for the sole support of such sign.

“Public right-of-way” means any dedicated or accepted street, alley or other right-of-way, including sidewalks.

“Public service information sign” means any sign intended primarily to promote items of general interest to the community, such as time, temperature, date, atmospheric conditions, and traffic control.

“Residential” means any real property within the Town of Grand Lake zoned or used for single family or multifamily residential uses.

“Roof line” means the top edge of a roof or building parapet, whichever is higher, excluding any cupola, pylons, chimneys or minor projections.

“Roof sign” means any sign, which is erected to extend over or on the roofline of a building.

“Rotating sign” means a sign in which the sign itself, or any portion of the sign, moves in a revolving manner. Such motion does not refer to methods of changing copy.

“Sandwich board sign” means a sign with two faces attached at the top and open at the bottom so that the structure forms a wedge and is self-supporting.

“Sign” means any device structure, fixture or placard that has a visual display visible from a public right-of-way and designed to identify, announce, direct, convey, or inform.

“Sign plan” means a comprehensive site plan of any building, lot, parcel, collection of parcels or other premises, showing the number, size, description, color, copy and location of all signs thereon.

“Sign structure” means any structure, excluding buildings, which supports, has supported or is capable of supporting a sign.

“Snipe sign” means a temporary sign or poster affixed to a tree, fence, or any other roadside object.

“Subdivision tract” means land designated on a final subdivision plat as a “tract“ or otherwise designated for conveyance or dedication to a special district, owners association, or other entity allowing for common ownership of such land by the owners of lots within the subdivision, and used for the purpose of open space, parks, or landscaping. For purposes of this Article, the term “subdivision” tract” applies only to tracts, adjacent to right-of-ways, in subdivisions that contain one or more lots intended for single family residential development.

“Temporary sign” means a sign or sign structure that is not intended to be and not actually used for more than 60 days and is neither permanently imbedded in the ground nor permanently affixed to a building.
"Under-canopy sign" means a sign suspended beneath a canopy, ceiling, roof or marquee.

"Use" means the purpose for which a building, lot, or structure is intended, designed, occupied or maintained.

"Vehicular sign" means a sign which is affixed to a vehicle or trailer in such a manner that the carrying of such sign or signs is no longer incident to the vehicle's primary purpose but becomes a primary purpose in itself. This definition does not apply to signs on vehicles when in motion.

"Wall sign" means a sign attached parallel to and extending not more than 12 inches from the wall of a building on which all lettering is also parallel to said wall. This definition includes painted, individual letter and cabinet signs, and signs on a mansard roof marquee or canopy.

"Wind-driven signs" means a sign consisting of one or a series of two or more banners, flags, pennants, ribbons, spinners, streamers, captive balloons or other objects or material fastened in such a manner as to move upon being subjected to pressure by wind or breeze.

"Window" means an opening in the wall or door(s) of a building to let in light along with the frame and panes of glass that fill it.

"Window sign" means a sign installed on the inside or outside of a window and intended to be viewed from the outside.

Sec. 60. Prohibited signs.

The following signs are prohibited in all districts:

(a) Signs for which no valid permit has been issued by the town of Grand Lake and which are not exempt from the permit requirement set forth in this title.

(b) Except as otherwise provided in this title, a sign which is located on property, which becomes vacant and unoccupied for a period of 180 days or more shall be considered abandoned. An abandoned sign, including any supporting structure, is to be removed by the owner of the sign or the owner of the premises. Any abandoned, painted wall sign shall be refinished so that it cannot be readily distinguished from the surrounding wall. A sign which is not removed or refinished may be removed by the town at the expense of the owner of the sign. An extension of time may be granted by the town manager upon good cause for such extension being shown; provided, that the sign is conforming in size and height. If the sign is nonconforming in size and/or height, the entire structure, including the sign face, shall be removed if the property remains vacant and abandoned for a period of 90 days or more. This provision shall not apply to permanent signs accessory to businesses which are open only on a seasonal basis; provided, that there is clear intent to continue operation of the business.

(c) A sign which is structurally unsafe, or constitutes a hazard to the safety or health of any person by reason of inadequate maintenance or dilapidation, or is capable of causing electrical shocks to persons likely to come in contact with it, or is
likely to cause injury to persons walking underneath it, or is an obstruction to pedestrians along the sidewalk, or signs that obstruct a driver’s view or line of sight near an intersection, must be removed, repaired or replaced so as to be in compliance with this section within 30 days after notification by the Town Manager or such shorter time as the Town Manager may reasonably require.

(d) Signs that have not been maintained in accordance with the following provisions:

(1) Missing or damaged sections shall be repaired or replaced within 30 days.

(2) Nonfunctioning light bulbs, missing or damaged changeable copy or words or letters which have moved from their proper position shall be replaced or repaired within 48 hours.

(3) Nonfunctioning neon signs shall be repaired or replaced within 30 days, or the owner shall be able to demonstrate that physical action toward repair or replacement shall have been taken to the satisfaction of the Town Manager.

(4) When weather or climatic condition permits, peeling or badly faded paint shall be replaced, repainted or the like within 30 days after receipt of a notice from the town of Grand Lake that said condition exists.

(e) Signs imitating or resembling official traffic or government signs or signals or signs other than government signs using any words, phrases, symbols or characters implying the existence of danger or the need for stopping or maneuvering a motor vehicle or in any other way creating an unsafe distraction for motor vehicle operators.

(f) Signs with commercial messages that concern illegal activity or are false or misleading.

(g) Moving, animated, wind-driven or rotating signs, except for public service informational signs.

(h) Signs that obstruct the view of motor vehicle operators entering a public roadway from any parking area, service drive, private driveway, alley or other thoroughfare, or which obstruct free ingress to or egress from a required door, window, fire escape or other required exit.

(i) Signs erected on a public right-of-way without proper authorization.

(j) Banners, except as defined in ____________, and authorized by the Town of Grand Lake.

(k) Searchlights.

(l) Rooftop signs on two-story buildings.

(m) Vehicular signs

(n) Snipe signs, handbills, or temporary signs fastened to trees, fences, telephone poles, public benches, or street lights or placed on any public property or public right-of-way excepting temporary signs authorized under section [____]-80(p).

(o) Signs which contain statements, words or pictures of an obscene, indecent or immoral character.

(p) Illuminated signs which flash, scintillate, blink, flicker, vary in intensity, vary in color or use intermittent electrical pulsations, or which employ a light source of intensity which exceeds the intensity necessary to illuminate the sign so as to
make it reasonably legible from the nearest street, between the hours of 10:00 p.m. and 11:00 p.m.

(q) Portable signs.
(r) Billboards, except for signs permitted under Section ____-80(p).
(s) Festoons.

Sec. _______ 70. Determining Area of Signs

(a) Multifaced Signs. Where a sign has two or more faces, the area of all faces should be included in determining the area of the sign; except where two such faces are placed back-to-back and form no more than a 90-degree angle, the area of the sign shall be taken as the area of either face if the two faces are equal area or as the area of the larger face if the two faces are of an unequal area.

(b) Wall Signs. The area shall be determined within a single continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of the advertising message. If a sign is composed of individual letters or symbols using the wall as the background (signs without backing) with no added decoration, the total sign area shall be calculated by measuring the area within the perimeter of one geometric figure encompassing all letters or symbols. The combined area of the individual figures shall be considered the total sign area and shall be contained in a geometric figure.

Sec. _______ 80. Signs permitted in all districts and on all lots and tracts.

The following signs are permitted in all districts, subject to obtaining the required permits, unless it is specifically stated below that the sign is exempt from permit requirements:

(a) Signs showing underground or public utilities. (Exempt)
(b) Interior window signs. (Exempt)
(c) Private warning signs not to exceed 4 square feet. (Exempt)
(d) Signs that are posted by a governmental entity, including a public school district.
(e) A sign that is integrated into or on a coin operated machine, vending machine, gasoline pump, or telephone booth. (Exempt)
(f) Decorative lighting displays, i.e., holiday lights that do not display a commercial message; provided such displays may not be displayed for longer than three consecutive months per year in all zoning districts. (Exempt)
(g) A sign that cannot be viewed from a public right-of-way or adjacent parcel. (Exempt)
(h) A sign carried by a person. (Exempt)
(i) One sign per building not exceeding four square feet. (Exempt)
(j) Signs required or specifically authorized for a public purpose by any law, statute or ordinance. (Exempt)
(k) A sign not to exceed six square feet in sign area on a parcel that is for sale. Such signs will be removed within seven days following closing on the parcel. Parcels for sale that are one acre or larger may have a sign not in excess of 16 square feet and 10 feet high when for sale. A parcel is for sale if it is actively listed as such, as evidenced by such parcel’s listing in a multiple listing service or other real estate listing service. (Exempt).
(l) Temporary signs on construction sites. (Not Exempt). In addition to any temporary signs allowed pursuant to this code, temporary signs may be displayed on a parcel for the duration of any active construction of a new building that will contain a primary use and requiring a building permit and occurring on that parcel. Each sign placed in accordance with this subparagraph shall meet the following requirements:

(1) The maximum size of any one sign shall be thirty-two (32) square feet.
(2) Such signs may be erected 10 days prior to beginning construction and shall be removed after six months or completion of construction, whichever comes first, unless an extension is granted by the town manager.
(3) Signs under this subsection (l) may be attached to fences or trailers or may be freestanding.

(m) Instructional signs. (Not Exempt). Instructional signs shall be allowed provided that such signs comply with the following limitations, as determined by the town manager:

(1) The number of instructional signs located on the site is the minimum needed to serve the intended instructional purpose.
(2) The signs are not located or designed to be legible or serve to attract attention beyond the perimeter of the site or premise.

(n) Any government posted sign used for land use code or liquor license purposes or notices.

(o) A property may have a single, noncommercial temporary sign up to six square feet in area. All size and number restrictions on noncommercial temporary signs under this subparagraph are suspended from September 18 to November 15 and February 15 to April 15 of each year. (Exempt).

(p) Temporary signs not to exceed 32 square feet each that are placed no more than 30 days prior to and seven days following a registered event. For the purposes of this subsection, “registered event” means a civic, patriotic, or special event of general public interest taking place within the Town. Events under this subsection (p) must be registered with the Town manager. The information to be provided in an application for permits under this subsection (p) need only include the size, copy, material, location, and other information requested by the town manager.

Sec. 90. Special regulations in residential districts.

The following regulations shall apply in residential districts:

(a) The allowable height of freestanding and ground signs is not to exceed six feet. Placement is to be at least six feet from any public right-of-way.

(b) Prohibited signs.

(1) Projecting and temporary signs in excess of 16 square feet, except in relation to construction as set forth in Section 80(l).

(2) All roof signs.
(c) For permitted nonresidential uses, one freestanding or wall sign, not to exceed 24 square feet in sign area is permitted with application and permit.

(d) Subdivision tracts. Permanent signs shall be allowed on each subdivision tract and may not exceed 32 square feet.

(e) One freestanding sign shall be permitted for each apartment or condominium complex, not to exceed 24 square feet or 10 feet in height, and one wall sign for each street frontage, not to exceed 24 square feet. Unit numbers or building numbers, in the event that a complex is made up of two or more buildings, shall not be larger than four square feet on as many sides of the individual buildings as necessary and shall be exempt from permit requirements. Wall signs shall not be placed higher than the second floor or the bottom of the eaves.

(f) Total signage in the residential district may not exceed 24 square feet per building; except that if a sign is erected under Section _______90 or Section _______80(l) total signage may not exceed 32 square feet per building.

**Sec._______100. Special regulations in nonresidential districts.**

All signs shall be permitted in nonresidential districts, unless otherwise prohibited in this title, subject to the following restrictions:

(a) Attached signs may extend no more than six feet from the exterior wall of the building and no more than six feet into the public right-of-way, and the ratio of height to width may not be less than one to two (1:2) or greater than two to one (2:1).

(b) No sign suspended above the sidewalk shall be less than eight feet above the sidewalk at its closest point thereto.

(c) Signs which extend above the roofline or the uppermost edge of a parapet wall may not extend more than four feet above the roof (or parapet) or 25 feet above the ground, whichever is lower.

(d) Freestanding signs may not exceed a height above grade of 25 feet and the ratio of height to width may not be less than one to two (1:2) nor more than two to one (2:1). Freestanding signs may not extend more than six feet into a public right-of-way in areas zoned central business. In areas zoned highway and general business, no portion of a sign or sign post shall be located in or above a public right-of-way.

(e) Maximum Permissible Area.

(1) The maximum aggregate sign area for any lot zoned central business shall be 20 square feet, or two square feet per linear foot of lot frontage not to exceed 150 square feet per lot; provided, however, that when adjacent lots are under identical ownership, the lot frontage thereof may be combined for the purposes of determining the maximum permissible sign area, and such sign or signs may be located on any buildings on such lots as otherwise would be allowed in this title, but in no event shall a sign larger than 150 square feet be allowed on a lot. For lots zoned highway and general business, maximum
aggregate sign area shall not exceed 225 square feet. In determining the frontage street for lots located on a corner, the owner thereof may determine which street will be used for measuring frontage; provided, however, that the lesser building frontage may not have a sign whose area, measured in square feet, exceeds the number of linear feet of that frontage.

(2) Each additional separately owned or managed business within a building shall increase the maximum aggregate area allowable for all signs by 10 square feet.

(3) In determining the area of wall signs, the actual measured area will be reduced by 50 percent except on corner buildings where the measured area will be reduced by 25 percent. In spite of such reduction, no sign shall be larger than the maximum aggregate sign area allowed in the applicable zone district as set forth in subsections (f)(1) and (2) of this section.

(4) No building may have more than eight square feet of changeable copy in its total signage. This restriction shall not apply to theaters, playhouses, or other such entertainment facilities.

(5) Window signs shall not be deducted from the maximum sign area for the building in which they are situated. However, if more than 25 percent of the window is used for display of temporary signs or more than 25 percent of the window is used for the display of permanent signs, then the entire covered area shall be counted in determining the maximum aggregate sign area for such building.

(f) The maximum number of signs permitted for each building is three, only one of which may be freestanding. For buildings with less than 30 feet of lot frontage, only one sign shall be permitted. Notwithstanding the above, buildings containing more than one business shall be allowed one additional sign per business. This subsection does not apply to incidental signs.

(g) Sandwich boards shall be permitted on the public right-of-way, on the following conditions:

(1) Any one side of a sandwich board sign shall not exceed dimensions of three feet by four feet in size. Larger signs may be permitted only upon the express authorization of the Town Board of Trustees after a public hearing and on such terms and conditions as the Town Board of Trustees, in its sole discretion, may impose.

(2) Such signs shall be freely movable and may be placed on the public right-of-way only during those hours the establishment advertised on the sign is open for business. At all other hours such sign shall be removed from the public right-of-way.

(3) Any business or establishment advertised on the sign must be within two blocks of the location of the sign.

(4) No sandwich board sign shall be located on the sidewalk adjacent to an establishment or place of business without the express consent of the owner or rightful occupant of the establishment or place of business. Such owner or rightful occupant shall not consent to or allow the
placement of more than two sandwich board signs on the sidewalk adjacent to the property at any one time.

(5) Although sandwich board signs may be located on public sidewalks, they must be positioned at all times in a manner so as not to substantially interfere or impede the public’s use of such sidewalk.

(6) No establishment or place of business shall have more than two sandwich board signs advertising such establishment or place of business at any one time.

(7) In addition to and not in lieu of other remedies provided by this Article to enforce this section as part of the Town Sign Code, the Town Manager is hereby authorized to remove and take possession of any sign found not in compliance with this section, including but not limited to signs that are in violation of the size limitations of this section or signs that are displayed other than during the times permitted by this section or in a manner contrary to the provisions of this section, and to retain possession of such sign unless and until directed to do otherwise by the Town Board of Trustees or a Court of competent jurisdiction.

Sec. 110. Safety Standards.

(a) All signs shall be built in accordance with Underwriter’s Laboratories specifications using approved materials.

(b) Freestanding or projecting signs and sign structures shall be engineered to withstand a wind load of a minimum of 30 pounds per square foot of sign area without failure of face retention system or sign structure.

(c) Engineering data sufficient to prove the reliability of the structure and the foundation shall be submitted with the drawings at the time of permit application for freestanding or projecting signs over 10 feet in height and/or 40 square feet in surface area. All such signs must be inspected and approved prior to installation of the support structure.

(d) Signs in danger of falling down, or which become insecure or otherwise represent an unsafe condition, shall constitute a violation under the provisions of this title and shall be removed or corrected by the sign owner under the provisions of Chapter 14.35 GMC.

(e) Electrical wiring shall be concealed and shall comply with all applicable state or county electrical codes. Proof of such compliance shall be required prior to the issuance of a permit.

(f) All freestanding and ground signs shall be self-supporting, erected on or permanently attached to a sufficient foundation.

(g) Anchors and supports shall be guarded and protected when near driveways, parking lots or similar locations where they could be damaged by moving vehicles. Signs attached to masonry, concrete or steel shall be safely and securely fastened thereto by means of metal anchors, bolts or approved expansion screws of sufficient size and anchorage to support safely the loads applied. No anchor or support of any sign, except flat wall signs, shall be connected to or supported by an unbraced parapet wall.
(h) The town specifically disclaims any and all liability for the construction, improvement, maintenance and repairs or replacements of any signs. The liability for construction, improvement, maintenance, repairs and replacement is with the owner of the signs who shall be liable in the event of any injury caused by those activities and shall indemnify and hold the town harmless from any liability.

Sec. _________120. Administration

The Town Manager shall be appointed as administrator of this title by the Town of Grand Lake Board of Trustees and is authorized to process applications for permits and variances and enforce and carry out all provisions of this Article, both in letter and spirit. The Town Manager is empowered, upon presentation of proper credentials, to enter any building, structure or premises in the Town for the purpose of inspection of a sign and its structural and electrical connections to ensure compliance with all applicable codes and ordinances. Such inspection shall be carried out during the business hours of the establishment unless an emergency exists.

Sec. _________130. Nonconforming Signs

(a) All signs legally existing and in place as of the date of adoption of this Article shall deemed valid nonconforming signs whether or not they conform to the dimensions and location requirements of this title.

(b) A nonconforming sign or sign structure shall be brought into conformity with this Article if it is altered, reconstructed, replaced, expanded, or relocated. A mere change in copy is not an alteration or replacement for purposes of this subsection.

(c) Removal of a nonconforming sign or sign structure or a replacement of a nonconforming sign or sign structure with a conforming sign is required when:

(1) A nonconforming sign or sign structure, or a substantial portion of a nonconforming sign or sign structure is blown down, destroyed, relocated, or for any reason or by any means taken down. As used in this subsection, “substantial” means 50 percent or more of the entire sign or sign structure;

(2) The condition of the nonconforming sign or sign structure has deteriorated without maintenance as required by this Article, or the nonconforming sign or sign structure or building it is mounted on is destroyed or damaged by fire, flood, wind, storm, or otherwise; and the cost of restoration of the sign or sign structure to its condition immediately prior to such deterioration or event exceeds 50 percent of the cost of reconstruction of the sign or sign structure; or

(3) The use of the nonconforming nonresidential sign or sign structure, or the property on which it is located, has ceased, become vacant, or been unoccupied for period of 180 consecutive days or more. An intent to abandon is not required as the basis for removal under this subsection.

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Sec. 140. Permit Process and Appeals Process

(a) Any person, firm, corporation or business entity desiring to construct, erect, remodel or otherwise change or affect any sign within the town, except those signs specified in Section _____-150 and all signs listed as exempt, is required to make application for a permit. No work shall be commenced on any sign until such permit is issued by the town upon the applicant’s compliance with this title; provided however, that no permit is required to keep any sign in good repair or otherwise maintain a sign in conformance with the provisions of this title.

(b) Unless otherwise provided by this title, all new signs shall require permits and payment of fees. If the business advertised by the sign changes, then any replacement signs to be used by the new business must conform to all requirements of this Article.

(c) The information provided by the applicant shall include:

(1) One complete scale drawing showing size, shape, design, materials, sign plan, including any required landscaping, specific sign location, elevation of sign on building, content, mounting method and lighting shall be submitted to the town manager or designee.

(2) Such additional information as may be requested by the Town Manager.

(3) A nonrefundable fee shall accompany each application.

(d) Once the application is complete and submitted, it shall be reviewed by the Town Manager. Within 30 days of submission of a completed application, the Town Manager shall approve or deny the application. Approval may be with or without conditions. If the permit is denied, the Town Manager shall provide a written explanation of the reasons for denial. If the application is neither approved nor denied within 30 day of submission of a completed application, the permit shall be deemed to be approved.

(e) The applicant may appeal the decision of the Town Manager to the Town Board of Trustees. Such appeal shall be submitted to the Town Clerk in writing within 10 days of the date the Town Manager denies the application or grants it with conditions.

(f) The appeal shall be heard by the Board of Trustees within 30 days of the date the written appeal is submitted to the Town Clerk.

(g) The Town Board of Trustees shall determine whether the Town Manager properly grants subject to conditions or denied the application. The Board of Trustees can affirm, reverse, or modify the Town Manager’s decision.

The Town Manager shall review the application and supporting documents to determine whether the sign as designed can be constructed in conformance with the provisions of this and other applicable ordinances of the town. If the town manager determines that the design is not in conformance with these requirements, the town manager shall recommend changes necessary to bring the design into such conformance. If the
applicant does not effect such changes and prefers to submit the design as originally submitted, the Town Manager shall submit the application to the consideration of the planning commission, with a recommendation as to the action to be taken. The permit application for any sign which is submitted to the planning commission must be delivered to the Town Manager at least 10 days before the meeting of the planning commission at which the application is to be considered.

(1) In its review of an application, the planning commission shall determine whether the proposed sign complies with this title.

(2) The planning commission shall attempt to work with the applicant to arrive at a design, which is compatible with these requirements and with the spirit of this title. It may request the applicant make revisions in the applicant’s design and resubmit it for further consideration. If such request is rejected by the applicant, the planning commission may, upon a determination of design nonconformance, reject the application outright.

The planning commission shall either approve, reject or request revisions of the application within 10 days following the meeting at which the application is first considered.

Sec. ________ 150. Exemptions from permit requirements.

(a) The following shall not require permits, but may not exceed the specified height and size as found in Section ________ 70, ________ 80, ________ 90, and ________ 100:

(1) Noncommercial flags may be displayed in all districts. Such flags shall not exceed 50 square feet in size and no flagpole may be higher than ten feet taller than the tallest structure on the property.

(2) Barber poles. Barber poles may not exceed six feet in height or one foot in diameter.

(3) Gravestones.

(4) Height limitations of this Article shall not apply to spires, belfries, cupolas, antennas, domes, electronic towers, water tanks or other similar structures not capable of providing human occupancy.

(5) Official government signs or traffic signs of the Town of Grand Lake, County of Grand, or State of Colorado.

(6) Signs not legible from a public right-of-way or adjacent property.

(7) Signs on athletic fields and scoreboards intended for on-premises viewing. Scoreboards shall not exceed 20 feet in height and 150 square feet in size.

(8) The display of street numbers. Street numbers must be affixed to the structure they are meant to identify.
(9) Public notices or signs relating to emergency.

Sec. __________ 160. Variances.

The Board of Adjustments may grant a variance from certain requirements of this title where the literal application of this title would create a particular hardship for the sign user and all the following criteria for a variance are met:

(a) It is the policy of the Town to encourage aesthetically pleasing signs without substantial interference with the business to which the sign relates.

(b) Projecting signs should not substantially obscure any part of another sign relating to another use.

(c) Excessively large or tall signs should be avoided to prevent visual obstruction of the natural scenery within the Town.

(d) Variances should not be granted which would allow any business use an unfair advertising advantage over any other business use.

(e) Any variance granted shall be the minimum necessary to alleviate any hardship, in accordance with the standards and subject to the procedures of Section 16-3-40.

(f) For the purpose of this title only, any person aggrieved by a decision of the board of adjustment may appeal the decision in writing to Grand Lake Board of Trustees. The Board of Trustees's review shall be limited to the question of whether or not the board of adjustment has exceeded its authority or abused its discretion.

Sec. __________ 170. Violations and Penalties.

(a) When, in the opinion of the Town Manager, a violation of this title exists, the town manager shall issue a written order to the alleged violator. The order shall specify those sections of this title which appear to be in violation and the individual has 10 days from the date of the order in which to correct the alleged violation or to institute an appeal to the Town Board of Trustees. If, upon inspection, the town manager finds that a sign is abandoned, the town manager shall issue a written order to the owner of the sign and/or owner or occupant of the premises stating the nature of the alleged violation and requiring them to remove or repair the sign within 10 days from the date of the order. In cases of emergency, including signs that are structurally, materially or electrically effective or in any way endanger the public, the town manager may cause the immediate removal of a dangerous or defective sign, without notice, at the expense of the owner of the sign or premise. In the case of prohibited signs, the sign owner or owner of the premises shall remove the offending sign within two days of receipt of written notification personally served on the sign owner or owner of the premises or by certified mail, return receipt requested. If the return receipt is not received in 10 days, the town manager shall obtain service of the notice upon the alleged violator. If the sign is not removed two days hence, then the town may remove it and recover costs from the owner of the sign or the premises, and such owners shall be in violation hereof.
(b) It is a violation of this title for any person to construct or reconstruct any sign not in conformance with the provisions of this title. In the case of a continuing violation, each 24-hour period in which the violation exists constitutes a separate violation.

(c) Any violation of any provision of this title may result in a penalty up to the maximum set forth in Section ____________ of the Grand Lake Municipal Code.

See. ________189. Severability.

This Article and the various components, sections, subsections, sentences and phrases are hereby declared to be severable. If any court of component jurisdiction shall declare any part of this Article to be unconstitutional or invalid, such ruling shall not affect any other provisions of this Article not specifically included in said ruling.
Hi Jim,

I apologize I did not confirm in my email that the Transportation Sponsorship was and still is equivalent to that of a Bronze Level Sponsorship. The cost for each town is $700 for this sponsorship and you will receive two tickets to the night of the event.

With that said, it is listed as an Underwriting Sponsorship because our goal is to have each of the towns share that sponsorship. This is nice because you still receive the benefits of an Underwriting Sponsor which includes:

- Sponsor listing in full-page newspaper spread
- Sponsor listing on event website
- Recognition on social media blasts and at the event

If you would still like to chat over the phone just let me know what time works for you!

Thanks,

Hannah Cox
Events Coordinator
Grand Foundation
P.O. Box 1342
Winter Park, CO 80482
970.887.3111 Ext. 1 (Office)
303.549.8398 (Cell)
www.grandfoundation.com

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From: Jim White [mailto:glmanager@townofgrandlake.com]
Sent: Sunday, January 22, 2017 1:29 PM
To: Hannah Cox
Subject: Sponsorship

Hannah,

Please call so we can discuss the Transportation Scholarship cost and value. I know we did not provide $2000 last year. We have a Town Board meeting on Monday, January 23rd and not another one till February 13, 2017.

Thanks,

Jim

Jim White
Town Manager
P.O. Box 99
Grand Lake, Co 80447
glmanager@townofgrandlake.com
970-627-3435 (w)
970-531-8900 (cell)