



**Garfield County**

**Community Development Department**  
108 8<sup>th</sup> Street, Suite 401  
Glenwood Springs, CO 81601  
(970) 945-8212  
[www.garfield-county.com](http://www.garfield-county.com)

**PRE-APPLICATION  
CONFERENCE SUMMARY**

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**TAX PARCEL NUMBER:** 2179-091-00-041

**DATE:** 6/26/14  
Updated 12/30/16

**PROJECT:** Kalmon Storage Facility

**OWNER:** Mike and Tami Kalmon

**PRACTICAL LOCATION:** 32956 River Frontage Rd., Silt, CO 81652

**ZONING:** Rural (R)

**TYPE OF APPLICATION:** Limited Impact Review for Storage Facility

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**I. GENERAL PROJECT DESCRIPTION**

The Applicant is interested in developing a Boat and Recreational Vehicle Storage Facility on their property. The site is 5 acres in size and located north of and adjacent to the Colorado River. The site is also adjacent to the Town of Silt, town boundaries.

The Applicant looks to develop a covered carport type building (with no walls) for the storage facility. The estimated size would be approximately 50 ft. by 200 ft. Height of the structure would be determined based on clearance for larger RV type vehicles.

The site is accessed by a private driveway off of the River Frontage Road. No facilities including water and sewer services are anticipated for the proposed storage use. An existing home is located on the property with water and sanitation facilities and would be maintained as a residence.

**II. REGULATORY PROVISIONS APPLICANT IS REQUIRED TO ADDRESS**

- Garfield County Comprehensive Plan 2030 as amended
- Garfield County Land Use and Development Code, as amended
  - Article III, Zoning
    - Rural Zone District - Lot/Building Requirements (Table 3-201)
    - Use Table (Table 3-403) - Storage

- Article IV, Application and Review Procedures
  - Limited Impact Review (Section 4-104)
  - Common Review Procedures (Section 4-101)
  - Table 4-102 Common Review Procedures and Required Notice
  - Table 4-201 Application Submittal Requirements
  - Description of Submittal Requirements (Section 4-203)
  - Section 4-118 Waiver from Standards
  - Section 4-202 Waiver from Submittal Requirements
- Article VII, Standards – Division 1 General Standards, Division 2 General Resource Protection Standards, Division 3 Site Planning – as applicable
- Article 15, Definitions - Storage

### III. COMPREHENSIVE PLAN 2030

The site is located in the Urban Growth Area for the Town of Silt and is also shown with a Flood Plain Overlay and Greenway Trail designation. An excerpt from the Comprehensive Plan Future Land Use Map is included below.



### IV. REVIEW PROCESS

In summary, the Application will follow the Limited Impact Review Process contained in Sections 4-101 and 4-104 and in Table 4-102 (see attached flow chart):

1. Pre-application Conference
2. Submittal of Application (3 hard copies plus one digital PDF copy on CD or USB Stick)

3. Determination of Completeness: If Technically Complete the Applicant will be notified and the request scheduled for a public hearing before the Board of County Commissioners. If it is not technically complete the Applicant will be advised of the deficiencies.
4. Additional copies of the Application are provided for referral agencies and the Board of County Commissioners.
5. Applicant completes public notice for the public hearing (mailing, posting, and publication) a minimum of 30 days prior to the hearing.
6. Staff prepares a report including public and referral comments
7. Review and Action by the Board of County Commissioners at the public hearing.
8. The Commissioners action is formalized by a resolution.
9. If approved with conditions the Applicant must meet the conditions prior to issuance of the Land Use Change Permit.
10. The Applicant has one year to meet all conditions of approval.

## V. ADDITIONAL DETAILS ON PROCESSING AND SUBMITTAL REQUIREMENTS

In addition to the submittal requirements documented in Table 4-102 and Section 4-203 the following clarifications are provided.

- A list of property owners within 200 ft. will have to be provided and said owners will receive public notice. Information on mineral rights ownership on the Applicant's site will also be required and owners of mineral rights will also receive public notice.
- A copy of a deed confirming the Applicant's ownership of the property needs to be provided along with any authorizations to represent and statements of authority.
- The Application will need to demonstrate a legal and physical supply of water (water supply plan) or request a waiver from the submittal requirements and Section 7-104 Standards. The waiver may be based on the lack of need for the business/use.
- The Application will need to address legal access to the site.
- The Application will also need to address compliance with Section 7-107 Roadway Standards including accessibility for RV Vehicles and trailers.
- A waste water treatment plan is required but a waiver may be requested based on the use. Access to existing facilities on the site may be part of the waiver request.
- The Application will need to address any natural hazards or soils constraints on the site. Information on any flood plains affecting the site will need to be provided and compliance with the Flood Plain Development Permits if applicable.

### Application Submittal

3 Hard Copies

1 Digital PDF Copy (on CD or USB stick)

Both the paper and the digital copy should be split into individual sections. Please refer to the list included in your pre-application conference summary for the submittal requirements that are appropriate for your application:

- General Application Materials
- Vicinity Map
- Site Plan
- Grading and Drainage Plan
- Landscape Plan
- Impact Analysis
- Traffic Study
- Water Supply/Distribution Plan
- Wastewater Management Plan
- Article 7 Standards

- The Site Plan needs to show improvements on the site including proposed locations for access driveways, parking and circulation areas, the proposed structure, and existing structures. Compliance with the 35 ft. river setback should be reflected on the site plan.
- The Applicant may request waivers from submittal requirements in accordance with Section 4-202. A Development Agreement and Improvements Agreement are not applicable based on Foot Notes #1 and #2 from Table 4-201.
- Waivers from certain elements of the Impact Report may be appropriate but could warrant additional follow-up pre-application discussion. Landscaping submittal requirements may be addressed as part of the Site Plan with an indication of existing and any screening proposals.
- A waiver from completion of a full traffic study would be considered based on the waiver criteria and should still include basic traffic information and estimates.
- The Application will need to address the standards contained in Article 7 and/or request waivers pursuant to Section 4-118. Application formats that follow an outline consistent with Article 7 are an efficient way to expedite the completeness review process.

The Application submittal needs to include 3 hard copies of the entire Application and 1 Digital PDF Copy of the entire Application (on a CD or USB Stick). Both the paper and digital copies should be split into individual sections. Please refer to this pre-application summary for submittal requirements that are appropriate for your Application.

Additional meetings with Staff can be scheduled to address specific questions regarding waiver requests including submittal waivers.

## VI. APPLICATION REVIEW

- a. Review by:** Staff for completeness recommendation and referral agencies for additional technical review
- b. Public Hearing:**  Director (noticed but not a public hearing)  
 Planning Commission  
 Board of County Commissioners  
 Board of Adjustment
- c. Referral Agencies:** May include but are not limited to Garfield County Road and Bridge, Garfield County Attorney, Fire Protection District, Garfield County Environmental Health Manager, Colorado Division of Water Resources, Garfield Consulting Engineer, Garfield County Flood Plain Administrator, Town of Silt.

## VII. APPLICATION REVIEW FEES

- a. Planning Review Fees:** \$ 400.00
- b. Referral Agency Fees:** \$ TBD (consulting engineer/civil engineer fees)

c. Total Deposit: \$ 400.00 (additional hours are billed at \$ 40.50 /hour)

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**VIII. GENERAL APPLICATION PROCESSING**

Planner reviews the case for completeness and sends to referral agencies for comments. Planner will contact the Applicant and set up a site visit. Planning Staff reviews application to determine if it meets standards of review. Planner makes a recommendation of approval, approval with conditions, or denial to the appropriate hearing body which in the case of Administrative review is the Director of the Community Development Department.


**IX. DISCLAIMER**

The foregoing summary is advisory in nature only and is not binding on the County. The summary is based on current zoning, which is subject to change in the future, and upon factual representations that may or may not be accurate. This summary does not create a legal or vested right. The meeting summary is valid for six months after which an update needs to be requested.

**X. APPLICATION SUBMITTAL – PUBLIC INFORMATION**

The Applicant is advised that the Application submittal once accepted by the County becomes public information and will be available (including electronically) for review by the public. Proprietary information can be redacted from documents prior to submittal.

**XI. PRE-APPLICATION SUMMARY PREPARED BY:**

  
\_\_\_\_\_  
Glenn Hartmann  
Senior Planner

1/5/17  
\_\_\_\_\_  
Date

## A. Section 4-104 Limited Impact



### Limited Impact Review Process (Section 4-104)

