# STUDY SESSION AGENDA

**TUESDAY**
January 21, 2020

*ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE*

<table>
<thead>
<tr>
<th>Time</th>
<th>ATTENDEE(S)</th>
<th>ITEM</th>
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<tbody>
<tr>
<td>11:00 A.M.</td>
<td>Adam Burg</td>
<td>Legislative Update</td>
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<tr>
<td>11:45 A.M.</td>
<td>Jill Jennings Golich / Andrea Berg / Brandan Slattery / Christy Fitch</td>
<td>Marijuana Hospitality Establishments</td>
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<tr>
<td>12:45 P.M.</td>
<td>Heidi Miller</td>
<td>Executive Session Pursuant to C.R.S. 24-6-402(4)(b) for the Purpose of Receiving Legal Advice Regarding Marijuana Business Enforcement</td>
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<tr>
<td>1:15 P.M.</td>
<td>Jill Jennings Golich / Kristin Sullivan / Byron Fanning / Jen Rutter / Libby Tart / Layla Bajelan / Nick Eagleson</td>
<td>Comprehensive Planning Process</td>
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<tr>
<td>2:15 P.M.</td>
<td>Byron Fanning / Shannon McDowell / Paul Thomas, Stream / Kerri Liljegren, Stream</td>
<td>Willow Bay Master Plan</td>
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<td>2:45 P.M.</td>
<td>Raymond Gonzales</td>
<td>Administrative Item Review / Commissioners Communication</td>
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(AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE)

***AGENDA IS SUBJECT TO CHANGE***
DATE: January 21, 2020

SUBJECT: Marijuana Hospitality Establishments

FROM: Jill Jennings Golich, Director

AGENCY/DEPARTMENT: Community & Economic Development

ATTENDEES: Jill Jennings Golich – Director
Chrsty Fitch – Assistant County Attorney
Andrea Berg – Customer & Process Development Manager
Brandan Slattery – Licensing Administrator

PURPOSE OF ITEM: To provide information regarding Marijuana Enforcement Division Rulemaking for Marijuana Hospitality Establishments

STAFF RECOMMENDATION: Receive direction from the Board.

BACKGROUND:
On November 12, 2019, in study session, the Community and Economic Development Department presented information regarding HB19-1230 Marijuana Hospitality Establishments. The Board of County Commissioners gave direction to research recent rulemaking posted by the Marijuana Enforcement Division on November 5, 2019.

In this study session, staff will present the rulemaking information as well as possible options for Marijuana Hospitality Establishment licensing.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:
Community & Economic Development, County Attorney

ATTACHED DOCUMENTS:
PowerPoint presentation
FISCAL IMPACT:

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

Fund:

Cost Center:

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New FTEs requested: □ YES ☒ NO

Future Amendment Needed: □ YES ☒ NO

Additional Note:

New FTE request is dependant upon direction provided by the BoCC during Study Session.

APPROVAL SIGNATURES:

Raymond H. Gonzales, County Manager  Aisha Guí, Deputy County Manager

APPROVAL OF FISCAL IMPACT:

Nancy Durán, Budget
Marijuana Hospitality

Community and Economic Development
01.21.20
Background

- November 12, 2019 Study Session regarding Marijuana Hospitality
- Direction:
  - Research newly released MED rulemaking posted November 5, 2019
  - Return to Study Session to present rulemaking as well as options
Local Approval Required: No licensed hospitality business may operate in a local jurisdiction that does not have an ordinance or resolution authorizing the operation of that type of licensed hospitality business within the local jurisdiction. 6-705(B)
Mobile Marijuana Hospitality Businesses. 6-740.

- Each mobile premises requires a separate license.
- Local Approval: marijuana hospitality business with a mobile premises may only operate in local jurisdictions that have an ordinance or resolution authorizing the operation of mobile premises and for which it holds a local license.

A mobile premises operation includes, but is not limited to, allowing passengers to consume marijuana and boarding or disembarking the mobile premises.

- A mobile marijuana hospitality business must have a separate fixed place of business. The fixed place of business does not need to be a licensed premises.
2019 Marijuana Enforcement Division Rulemaking

• Other Considerations:
  – Insurance Requirements
  – Outdoor Consumption Areas
  – Retail Hospitality Businesses
  – Retail Food Establishments
  – Inspections of Licensed Premises
    • Likely need an additional FTE to implement
Option #1

• Allow current Marijuana Retail Store licensees to add a hospitality space – 6 total
  – 5 Marijuana Retail Stores in operation
  – 1 additional Marijuana Retail Store with the conversion of the Testing license

• Existing Marijuana Retail Store License would convert to a Retail Marijuana Hospitality and Sales Business License
Option #1

- Allow “membership clubs” to obtain a Marijuana Hospitality Business License – 3 total
  - iBake
  - Studio 420
  - Puff Pass Paint/Cannabis Tours*
    - Mobile?
    - Each vehicle must be licensed

- All 3 establishments are still in operation (01/2/20)
Option #2

• Determine type and number of licenses to allow
• Post license information on website with date/time available for application
• Application submittal via email date/time stamped
• First received applications determined complete would move forward in the process
## Zone Districts and Setbacks

<table>
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<tr>
<th>Facility Type</th>
<th>Zone District</th>
<th>School/Daycare</th>
<th>Community Facilities</th>
<th>Residential Uses</th>
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<tr>
<td>Retail Store*</td>
<td>C-3, C-4, C-5 I-1, I-2, I-3</td>
<td>1,000 ft</td>
<td>100 ft</td>
<td>50 ft</td>
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<tr>
<td>Hospitality*</td>
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<td>Manufacturing</td>
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<td>Cultivation</td>
<td>A-3 C-3, C-4, C-5 I-1, I-2, I-3</td>
<td>1,000 ft</td>
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<tr>
<td>Testing</td>
<td>I-1, I-2, I-3</td>
<td>1,000 ft</td>
<td>100 ft</td>
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</table>

- 750 ft minimum separation between stores and hospitality
- If outdoor consumption is allowed, consider increasing setbacks
Proposed Fee Structure

- Retail Marijuana Hospitality and Sales Business License - $25,000
- Marijuana Hospitality Business License - $15,000
- Mobile Marijuana Hospitality Business License
  - $15,000 initial vehicle
  - $5,000 each additional vehicle

FYI: Additional Fees added to the Fee Structure
- Change of Ownership - $5,000
- Change in Corporate Structure - $2,500
Option #3

- Do nothing, no marijuana hospitality allowed
Questions?

- Allow hospitality?
  - Type and how many?
  - Allow mobile?
  - Offer only to existing retail stores/establishments?
  - Determine a specific number of licenses and allow application by anyone?
  - Inspection Program?
**DATE:** January 21, 2020  
**SUBJECT:** Comprehensive Planning Process  
**FROM:** Jill Jennings Golich, Director  
**AGENCY/DEPARTMENT:** Community & Economic Development  
**ATTENDEES:** Jill Jennings Golich, Kristin Sullivan, Byron Fanning, Libby Tart, Layla Bajelan, Nick Eagleson, Jen Rutter  
**PURPOSE OF ITEM:** To provide a proposed process for the comprehensive planning effort and secure BoCC feedback in order to move forward with release of a RFP.  
**STAFF RECOMMENDATION:** Move forward with creation of an RFP to cover the comprehensive plan, transportation plan and open space, parks and trails master plan with a two phased approach, and allow it to cover the two year planning period, subject to allocation of funding by the BoCC in 2021.

**BACKGROUND:**  
In 2012, Adams County undertook a comprehensive planning process for the county that is in need of updating. The 2012 effort included the comprehensive plan, transportation plan, hazard mitigation plan and the open space, parks and trails master plan. These documents are in need of updating in 2020 with a new comprehensive plan and transportation plan, and specific updates to the open space, parks and trails master plan. The hazard mitigation plan is already underway through the Office of Emergency Management.

Money was requested and approved in 2020 to begin this process. Staff is seeking direction on a two phased approach in order to move forward with issuance of a request for proposals (RFP) to select a consultant team.

**AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**  
Public Works  
Parks, Open Space and Cultural Arts

**ATTACHED DOCUMENTS:**  
Presentation
FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

Fund:

Cost Center: Comprehensive Plan/Open Space, Parks & Trails -- 1081.2001 ($225,000)
Transportation Plan -- 3011.2001 ($250,000)

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<tr>
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<td>3011</td>
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Current Budgeted Revenue:

Additional Revenue not included in Current Budget:

Total Revenues:

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<td>3011 &amp; 1081</td>
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Current Budgeted Operating Expenditure:

Add'l Operating Expenditure not included in Current Budget:

Current Budgeted Capital Expenditure:

Add'l Capital Expenditure not included in Current Budget:

Total Expenditures: $475,000

New FTEs requested: ☐ YES ☑ NO

Future Amendment Needed: ☐ YES ☑ NO

Additional Note:

APPROVAL SIGNATURES:

[Signatures]

Raymond H. Gonzales, County Manager
Deputy County Manager

APPROVAL OF FISCAL IMPACT:

[Signature]

Budget
Presentation Overview

• 2012 Comprehensive Plan
• Lessons learned
• Proposed process
• Proposed timeframe
• Identification of community stakeholders
• Recommendation
2012 Comprehensive Plan

• Previous effort included:
  – *Comprehensive Plan*
  – *Transportation Plan*
  – *Parks, Open Space and Trails Plan*
  – *Hazard Mitigation Plan*

• April 2012 - December 2012
  – Led to a very high-level plan
Lessons Learned

• Reached out to Denver, Westminster, Thornton, Brighton, Arapahoe County and Colorado Springs to discuss their recent efforts
  – Denver and Westminster involved multiple plans and took 2-3 years to complete
  – Thornton & Colorado Springs only did their Comprehensive Plan
  – Brighton did comprehensive plan and transportation plan
  – Arapahoe & Jefferson Counties updated specific plan recommendations
Lessons Learned

• Need in-person meetings and online engagement
• Many of the efforts took longer than originally anticipated – primarily due to public outreach and mapping
• Release plan content in small chunks
  – Allows greater feedback and more time
• Use annual report and metrics to track progress
• In the future, look at making smaller updates every 5-10 years based on community feedback, review of cases and consistency with plan recommendations, and amount/location of development
2020 Process

• Included plans
  – Comprehensive Plan
  – Transportation Plan
  – Update: 2012 Parks, Open Space and Trails Plan
  – Hazard Mitigation Plan
    • Already underway – OEM
2020 Process – Phase 1

• Comprehensive Plan
  • County profile
  • Corridors and Gateways
  • Refinement of some future land use categories from 2012 Plan
  • Future land use around Westminster and Commerce City commuter rail stations
    – Arvada station is being studied through a separate subarea plan whose results will inform the future land use mapping in 2021
• Identification and furtherance of overarching themes
• Public outreach around all plans
Corridors/Gateways

• Required criteria:
  – Principal arterial roadway
  – Unincorporated lands adjacent to the corridor

• Additional factors for consideration:
  – Subject to a study or upcoming improvements within the municipality
  – Within an Opportunity Zone area
  – Identified for improvements in the Adams County 5-year CIP
  – Has redevelopment potential - significant current development activity, large areas of undeveloped land or land assemblage
  – In proximity to multi-modal transit opportunities
Identified Corridors/Gateways

• Federal Boulevard
  – Land assemblages
  – Federal Boulevard Mobility study starting in 2020
    • Includes Adams County, Westminster, and Federal Heights

• Washington Street
  – Adams County improvements completed in 2015
  – Denver Washington Street study completed in 2018
    • Denver started design on their portion in 2019
  – Within an Opportunity Zone
  – Need to address future land use
Identified Corridors/Gateways

• **120th Avenue (Riverdale Rd to Imboden Rd)**
  - Entrance to Riverdale Regional Park
  - New interchange at US-85
  - Gateway to Aerotropolis
  - Includes Thornton, Brighton, and Commerce City

• **Pecos Street (US-36 to W 52nd Ave)**
  - Pecos FasTracks Station
  - Plans for bike lane connectivity
  - Several large development projects anticipated
  - Significant public investment via County's CIP project
2020 Process – Phase 1

- Transportation plan
- Multimodal connectivity and first mile/last mile connections
- Improve the integration with the Comp Plan and address the identified Corridors
- Priority of gravel roads
- Focus on improvements in the already developed areas
- Trail connections and corridors
2020 Process – Phase 1

• Parks, Open Space and Trails Plan
  • Review and revise priorities from the 2012 Plan
  • Focus on trail development in eastern Adams County
  • Create more active spaces & parks in western unincorporated areas
  • Address habitat restoration
  • Look at trails and homelessness
2020 Process – Phase 2

• Comprehensive Plan
  • Countywide policies and strategies
    – Including climate change and sustainability, water
    – Equity - equitable access to places, jobs, services and amenities
  • Future land use map
  • Additional area specific strategies
    – Including addressing existing subarea plans where a conflict has been identified in Phase 1
• Implementation strategies and plan
2020 Process – Phase 2

• Transportation Plan
  • Full evaluation of transportation network
  • Prioritization of future improvements
    – Short, mid, long-term priorities
  • Emerging modes, innovation, system enhancements, transit investments, connections to developing areas, better balance of transportation modes
2020 Process - Timeline

• Phase 1 – 2020
• Phase 2 – 2021
• Phase 3 – Create new development regulations
  • Start mid-2021
  • Complete 2022
Identification of Stakeholders

• Need to create steering committees for each plan consisting of:
  – Residents
  – Business owners
  – Municipal representatives
  – Adjacent municipalities/counties

• We will be back to discuss our public outreach plan.
Contract Term

• Requesting the ability to move ahead with a contract that covers both years, but is subject to the allocation of funding in 2021 through the budget process.

• Intent is to have one prime consultant, with various subconsultants to ensure this is a coordinated planning process.
Other Planning Efforts

- Square Lake Subarea Plan (with Arvada)
- Colorado Air and Spaceport Subarea Plan
- TDR Study (with Brighton)
- Creation of two new park/open space zone districts – neighborhood and regional parks
- Economic development strategic plan
- Federal Boulevard Mobility Study
Recommendation

• Confirmation that we have identified the appropriate corridors/gateways for Phase 1

• Move ahead with a two-year phased process

• Pursue a RFP and a contract for the total two-year period, subject to allocation of funding in the 2021 budget process
## STUDY SESSION AGENDA ITEM

**DATE:** January 21, 2020  

**SUBJECT:** Update on Willow Bay Master Plan  

**FROM:** Shannon McDowell, Byron Fanning  

**AGENCY/DEPARTMENT:** Parks, Open Space, and Cultural Arts  

**ATTENDEES:** Byron Fanning, Shannon McDowell, Kurt Carlson  

**PURPOSE OF ITEM:** Update the Commissioners on progress made relating to the master plan for Willow Bay  

**STAFF RECOMMENDATION:** Proceed with two concepts shown in presentation

### BACKGROUND:
Adams County purchased the Willow Bay property in 2017. To open this property to public use, we began a master planning process in August of 2019. We held the first public meeting in September of 2019 and have conducted significant research to narrow down potential recreation options for the property. This study session will summarize the potential uses, public feedback, and property constraints and unveil two concepts for development of the property that we would like to take to a second public meeting in February.

### AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:
Stream (Landscape architecture consultant)

### ATTACHED DOCUMENTS:
Presentation
FISCAL IMPACT:

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Additional Note:

The master planning effort is fully funded. The choices made at this stage will have budgetary impacts, but these costs will be fully realized and budgeted for as we progress to the next stage, construction documents.

APPROVAL SIGNATURES:

[Signatures]

Raymond H. Gonzales, County Manager
Deputy County Manager

APPROVAL OF FISCAL IMPACT:

[Signature]

Budget
Outline

- Orientation to the property
- Feedback received thus far
- Property constraints/limitations
- Current concepts
- Future steps

Photo credit: JoAnn Clark
Feedback Outreach #1

- On-site event on September 10, 2019
- Over 100 attendees
- Recreation options survey:
  - 90 surveys turned in on-site
  - Identical online survey with almost 100 additional responses
- Anecdotal feedback
  - Many had used the site in the past
  - Special place
Feedback

- Natural vegetation and natural feeling is important
- Fishing should be heavily managed as catch and release only
- An admission fee was suggested by many
- Defined hours of operation and a constant land management presence is desired
Feedback

Neighbors

● Concerns
  • Security (trespassing on their land, homeless population)
  • Noise
  • Depletion of fishing resource
  • Overuse
  • Lack of management from Adams County

● Requests
  • Buffers
  • Use of lake (waterski) until property is developed
  • Maintaining access for themselves (after open to public)
  • Limited use north of Second Creek
  • No vehicle access on south side of property
Feedback

Lake Managers

- Queuing space is essential
- Identify a capacity, design accordingly
- Swimming considerations:
  - Water testing – E. coli and Cyanobacteria (blue green algae)
  - Restroom/handwash
  - Lifeguards/no lifeguards
  - Staff trained in rescue/CPR/First Aid
- Non-motorized boating considerations
  - As intense to manage as swimming
- Easy to start slow, hard to go backwards
Property Constraints

- No water/sewer service
- Floodplain/Floodway
- Access
- Small land area
  - Vehicle queuing
  - Loop trail
- Close neighbors
- Conservation easement
FISH & HABITAT CONCEPT

NATURE WALK BY RIVER

BY RIVER

FISHING (SHORE, PIER, DOCK)

ENVIRONMENTAL SCIENCE OPPORTUNITIES

ART-INTEGRATED WILDLIFE BLIND

OUTDOOR CLASSROOM

EDUCATION STRUCTURE

ACTIVITY COURSES

NATURE PLAY
KAYAK REST AREA

RIVER OVERLOOK

SHORE FISHING

PICNIC SHELTER

BOATING & RECREATION CONCEPT

- KAYAK REST AREA
- PANORAMIC PAVILION
- PICNIC

- SHORE FISHING AREAS
- LARGE & SMALL PICNIC SHELTERS
- PICNIC AREAS
- RIVER ACCESS
- RIVER OVERLOOK

- PEDESTRIAN BRIDGE
- INFORMAL GATHERING AREA
- INFORMAL SHORE

- COTTONWOOD GALLERY
- MAINTENANCE BUILDING & ACCESS

- PRIVATE RESIDENCE
- BUFFER

- STRUCTURE TO INCLUDE:
  - BOATING CONCESSIONAIRE
  - RANGER STATION
  - SITE MAP & INFO KIOSK
  - RESTROOM

- DRIVE ALTERNATE BOARDWALKS & INTERPRETATION AREA

- BUFFERS CAN INCLUDE:
  - EVERGREEN TREES/SHRUBS
  - DECIDUOUS TREES/SHRUBS

- EXISTING TRAILHEAD TO BE REMOVED

- PANORAMIC PAVILION
- BOAT LAUNCH AREA
- BOARDWALK THROUGH WETLAND AREA
- BRIDGE TO ISLAND
Future Steps

- Outreach #2 (2 concepts)
- Meetings with Neighbors
- Refine to Final Concept
- Study Session
- Outreach #3 (final concept)