### Study Session Agenda

**Tuesday, July 25, 2017**

*All times listed on this agenda are subject to change.*

<table>
<thead>
<tr>
<th>Time</th>
<th>Attendee(s)</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 A.M.</td>
<td>Norman Wright / Kristin Sullivan / Nana Appiah / Jen Rutter</td>
<td>Adams County Development Standards and Regulations Amendments</td>
</tr>
<tr>
<td>10:30 A.M.</td>
<td>Norman Wright / Kristin Sullivan / Jen Rutter</td>
<td>Monthly Oil and Gas Update</td>
</tr>
<tr>
<td>11:30 A.M.</td>
<td>Norman Wright / Kristin Sullivan / Tricia Allen</td>
<td>ACED 2nd Quarter Annual Work Plan Review</td>
</tr>
<tr>
<td>12:00 P.M.</td>
<td>Raymond Gonzales</td>
<td>Administrative Item Review / Commissioner Communications</td>
</tr>
<tr>
<td>12:30 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 Bargaining Policies</td>
</tr>
<tr>
<td>1:30 P.M.</td>
<td>Heidi Miller</td>
<td>Executive Session Pursuant to C.R.S. 24-6-402(4)(b) and (e) for the Purpose of Receiving Legal Advice and Negotiation Discussions Regarding Marijuana Sales Tax</td>
</tr>
</tbody>
</table>

(And such other matters of public business which may arise)
STUDY SESSION AGENDA ITEM

DATE: July 25, 2017

SUBJECT: Amendments to the Adams County Development Standards and Regulations

FROM: Norman Wright, Director of Community and Economic Development

AGENCY/DEPARTMENT: Community and Economic Development

ATTENDEES: Norman Wright, Kristin Sullivan, Nana Appiah, Jen Rutter

PURPOSE OF ITEM: To provide a status update of amendments to the County’s Development Standards and Regulations and on-going traffic impact fee studies

STAFF RECOMMENDATION: Continue with work plan

BACKGROUND:

The Board of County Commissioners (BoCC) at a study session on July 19, 2016, provided direction to the staff of the Community and Economic Development Department to review the County’s Development Standards and Regulations and make policy change recommendations. The BoCC specifically directed staff to review the County’s traffic impact fees, including conducting a study of oil and gas activities traffic impact fees. The Board also directed staff to conduct a legal and landscape review to identify potential conflicts in the County’s Development Standards and Regulations. At the study session, the BoCC also authorized staff to hire a consultant to assist with the study.

On November 10, 2016, the County posted a request for proposals to solicit bids from consultants to conduct the traffic impact fee study, as well as a legal and landscape review of the County’s Development Standards and Regulations. After thorough evaluations of the bids, staff recommended to the BoCC to award a contract to TischslerBise. On March 21, 2017, the County awarded the contract.

The purpose of this study session is to provide an update of the project plan to the BoCC, as well as upcoming public meetings. Staff will also provide an update of the current review of the Development Standards and Regulations being conducted by County staff.
AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager’s Office
Public Works Department

ATTACHED DOCUMENTS:

Draft Public Outreach Plan
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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<th>Object Account</th>
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<tr>
<td>Total Expenditures:</td>
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</tbody>
</table>

New FTEs requested: □ YES ☒ NO

Future Amendment Needed: □ YES ☒ NO

Additional Note:

APPROVAL SIGNATURES:

Raymond H. Gonzales, Interim County Manager

Bryan Getler, Interim Deputy County Manager

Patti Duncan, Interim Deputy County Manager

APPROVAL OF FISCAL IMPACT:

[Signature]

Nancy [Signature]

Budget / Finance
### Proposed Public Outreach:

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/9/17</td>
<td>Eagle View Adult Center</td>
</tr>
<tr>
<td>8/16/17</td>
<td>Eagle View Adult Center</td>
</tr>
<tr>
<td>8/21/17</td>
<td>Eagle View Adult Center</td>
</tr>
</tbody>
</table>
Development Code Amendments

Community and Economic Development

Nana Appiah
Background

- **July 19, 2016 Study Session:**
- **Consultant Services:**
  - Regional Traffic Impact Fees
  - Legal Review to Identify Potential Conflicts
    - Agricultural Support Businesses
  - Landscape Regulations
- **Development Code Amendment Committee (DCAC)**
  - Changes to reflect current functions of Departments
  - Ambiguity of certain regulations, and minor changes
- **Current trends and District Plan changes**
<table>
<thead>
<tr>
<th>Project</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Changes to reflect functions of Departments</td>
<td>Completed, December 2016</td>
</tr>
<tr>
<td>Traffic Impact Fees, Landscaping, and Legal Review</td>
<td>On-going</td>
</tr>
<tr>
<td>Remove ambiguity and changes</td>
<td>Scheduled PC and BoCC Public Hearings</td>
</tr>
<tr>
<td>4. Changes emanating from the District Plan</td>
<td>On-going (Ag Innovation Specialist Hired)</td>
</tr>
</tbody>
</table>
Traffic Impact Fees (Oil and Gas)

- Hired a Consultant in March, 2017
- Data Collection and Meetings
- Public Outreach in August:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/9/17</td>
<td>6-7:30 p.m.</td>
<td>Eagle View Adult Center</td>
</tr>
<tr>
<td>8/16/17</td>
<td>6-7:30 p.m.</td>
<td>Eagle View Adult Center</td>
</tr>
<tr>
<td>8/21/17</td>
<td>6-7:30 p.m.</td>
<td>Eagle View Adult Center</td>
</tr>
</tbody>
</table>
Traffic Impact Fees (General)
Legal Review of Code
Landscaping Review

- Hired a Consultant in March, 2017
- Data Collection and Meetings
- Preparing Public Outreach Plan and Strategy
Remove Ambiguity and Changes

Scheduled Dates

- Planning Commission Hearing Date: July 27, 2017
- BOCC Hearing Date: August 15, 2017
Remove Ambiguity and Changes

- Change in name of Transportation Dept to Public Works
- Decreasing setback requirements
- Replacing Special Use Permit with administrative approval for sales and construction trailers
  - Based on BoA recommendation
- Connectivity requirements for commercial development
- Revisions to Chapter 9 to conform to State (stormwater) requirements
- Definitions to Chapter 11
## Decreasing Setback Requirements

Decreasing setback requirements for principal structures:

<table>
<thead>
<tr>
<th>Zone District</th>
<th>Existing Requirements (Front and ROW Setback)</th>
<th>Proposed Requirements (Front and ROW Setback)</th>
<th>Existing Requirements (Side Corner)</th>
<th>Proposed Requirement (Side Corner)</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-4</td>
<td>50</td>
<td>25</td>
<td>50</td>
<td>25</td>
</tr>
<tr>
<td>C-0, C-1, C-2, C-3, C-4, C-5</td>
<td>50</td>
<td>25</td>
<td>50</td>
<td>25</td>
</tr>
<tr>
<td>I-1, I-2, I-3</td>
<td>50</td>
<td>25</td>
<td>50</td>
<td>25</td>
</tr>
</tbody>
</table>
Sales and Construction Trailers

- Administrative approval, instead of a Special Use Permit
  - Based on recommendation of the BOA

- Located within or adjacent to its associated development project

- Expire one year from date of approval, unless renewed

- All other performance standards remain unchanged
Connectivity and Access Management

- Proposed non-residential developments to provide connectivity to adjoining non-residential properties
- Clarify permit requirements for curb openings and driveway width
- Specify percentage of property frontage that can be used for driveways
Revisions to Chapter Nine

- **Registration of ponds into a State-website**
  - Ponds to be designed to drain within 72 hrs

- **General requirements to prevent illicit discharges (County-Wide)**

- **CDPHE MS4 Permit findings/lessons learned**
  - Removal of list of Adams County Stormwater regulatory inspections
    - Moved to SOPs
  - Standardize Enforcement Procedures between Chapter 1 & 9 of the Code
  - SWQ Permits are not required for projects outside the MS4 area
  - Requirements for BMPs built outside the MS4 area for projects in MS4
Revisions to Chapter Nine

- **Adams County’s MS4 permit renewal requirements**
  - Options and alternatives to meet minimum post-construction design standards.
  - Additional exemptions now allowed by State to Post-construction regulations

- **Sustainable environmental practices**
  - General concepts for Low Impact Development

- **Storm drainage infrastructure**
  - General clarification of public vs. private storm drainage ownership
  - Adoption of clearances/distance requirements for utilities and/or pollution sources
  - Disallowing parking lots to be used as a detention facility
  - Disallow new retention ponds due to conflict with Water Right’s regulations
Definitions

- Best Management Practices
- Construction Activities
- Construction Trailer
- Sales and Office Trailer
- Pollutant
- Redevelopment
- Open Space, Active
- Vehicle
- Stormwater
- Impervious Area
- Water Quality Control Volume
- Illicit/Illegal Discharge
Conclusion

Receive directions on the proposed project plan
STUDY SESSION AGENDA ITEM

<table>
<thead>
<tr>
<th>DATE:</th>
<th>July 25, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBJECT:</td>
<td>Oil &amp; Gas Water Well Testing Program</td>
</tr>
</tbody>
</table>
| FROM:      | Norman Wright, Director  
            | Kristin Sullivan, Deputy Director  
            | Jen Rutter, Senior Environmental Analyst  
            | Chris LaMere, Oil & Gas Liaison |
| AGENCY/DEPARTMENT: | Community & Economic Development |
| ATTENDEES: | Norman Wright, Kristin Sullivan, Jen Rutter, Chris LaMere |
| PURPOSE OF ITEM: | To provide an update to the Board on the progress made developing a water well testing program in cooperation with the Tri-County Health Department. |
| STAFF RECOMMENDATION: | To move forward with program development. |

BACKGROUND:

Staff will present a proposal for a Water Well Sampling Program, which would provide follow-up testing for property owners with water wells near oil and gas development. The Adams County Oil and Gas Memorandum of Understanding requires operators to provide baseline water well testing for property owners within ½ mile of their proposed oil and gas facility. This program would provide a follow-up water well test, with the Tri-County Health Department performing the well sampling, transporting the sample to a laboratory, and interpreting the results for the property owner.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

- County Attorney
- Outside Council for Oil & Gas
- Tri-County Health Department

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: 1

Cost Center: 1082.7685

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<tr>
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<td></td>
<td>$100,000</td>
</tr>
</tbody>
</table>

New FTEs requested: □ YES □ NO

Future Amendment Needed: □ YES □ NO

Additional Note:

APPROVAL SIGNATURES:

Raymond H. Gonzales, Interim County Manager

Bryan Ostler, Interim Deputy County Manager

Patti Duncan, Interim Deputy County Manager

APPROVAL OF FISCAL IMPACT:

[Signature]

Budget / Finance

Page 2 of 2
Well Water Testing Program

Community and Economic Development
Objective

- Provide a water well sampling program that will aid in determining potential impacts to water wells in unincorporated Adams County from oil & gas development.
Current Sampling Requirements

• **Adams County MOU:**
  - Baseline testing of water wells located within ½ mile of a proposed oil and gas well, upon request of the property owner.
  - Use method from COGCC Rule 609
Proposal

• Partner with Tri-County Health to provide follow-up water well tests.

• Three test types:
  1) COGCC Sampling and Analysis Protocols
  2) CDPHE Drilling Baseline Package
  3) CDPHE Drilling Baseline Package & Weld County VOCs
Test Type 1 - COGCC Sampling and Analysis Protocols

- Uses protocols outlined in COGCC Rule 609
- “Rigorous, demanding, extensive time and resources” (TCHD)
- Sample time is estimated at two (2) hours per site
- Laboratory Cost: $613.50 to $1,436.50
  - Depends on initial test results and if additional analyses are required (bacteria identification, gas isotopes)
Test Type 1 - COGCC Sampling and Analysis Protocols

• Advantages:
  – Direct comparison to original sample taken
  – Legal integrity

• Disadvantages:
  – Time to collect samples
  – Cost for laboratory analysis
Test Type 2 - CDPHE Drilling Baseline Package

• Uses protocols for CDPHE’s Baseline Drilling Tests
  – 17 parameters reported numerically
  – 26 VOCs reported as present / not present
• Sampling protocol requires 30-60 minutes per site
• Laboratory Cost: $265.00
Test Type 2 - CDPHE Drilling Baseline Package

- **Advantages:**
  - One laboratory for all analyses
  - Easy sampling process
  - Lower cost

- **Disadvantages:**
  - If positive for VOCs, follow-up testing required at a cost of $63 per analysis
  - Not comparable to COGCC baseline test
Test Type 3 - CDPHE Drilling Baseline Package & Weld County VOCs

- Uses protocols for CDPHE’s Baseline Drilling Tests and Weld County’s VOC analysis
  - 17 parameters reported numerically
  - 59 VOCs reported numerically

- Sampling protocol requires 30-60 minutes per site
- Requires two (2) Chain of Custody Forms
- Laboratory Cost: $300.00 (plus $33.50 for shipping)
Test Type 3 - CDPHE Drilling Baseline Package & Weld County VOCs

- **Advantages:**
  - Easy sampling process
  - Numerical VOC results
  - Lower cost
  - Used by Weld County

- **Disadvantages:**
  - Not directly comparable to the COGCC baseline test
Labor Cost

• Tri-County Health employees will be responsible for:
  – Collection of samples from water wells
  – Delivery of samples to laboratory
  – Communication of results to property owners

• Estimated labor cost at rate of $55/hour with an estimated 2.5 – 3.5 hours (including travel time) for each sample.
## Per Sample Comparison Table

<table>
<thead>
<tr>
<th>Test Type</th>
<th>Parameters</th>
<th>Sample time</th>
<th>Sample Cost</th>
<th>Labor Cost</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>Test Type 1</td>
<td>Anions/cations, gases, metals, BTEX, TPH, bacteria, isotopic gas composition</td>
<td>120 Minutes</td>
<td>$1,436.50</td>
<td>$55/hour x 3.5 hours = $192.50 (includes travel time)</td>
<td>$1,629.00</td>
</tr>
<tr>
<td>Test Type 2</td>
<td>Anions/cations, metals, uranium; Screen for 26 VOCs</td>
<td>30-60 Minutes</td>
<td>$265.00</td>
<td>$55/hour x 2.5 hours = $137.50 (includes travel time)</td>
<td>$402.50</td>
</tr>
<tr>
<td>Test Type 3</td>
<td>Anions/cations, metals, uranium; Numeric results for 59 VOCs</td>
<td>30-60 Minutes</td>
<td>$300.00 + $33.25 (shipping)</td>
<td>$55/hour x 2.5 hours = $137.50 (includes travel time)</td>
<td>$470.75</td>
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</tbody>
</table>

**BTEX** – Benzene, toluene, ethylbenzene, xylene  
**TPH** – Total petroleum hydrocarbons  
**VOCs** – Volatile organic carbons
Recommendation

• Test Type 1
  – Offered to property owners who received the initial baseline test
    • Baseline is defined as prior to drilling of first well
  – Provides the most robust and legally defensible results when compared to the baseline test

• Test Type 3
  – Offered to property owners who did not receive the initial baseline test
  – Provides an option to verify the quality of their water source
Recommendation

• Suggested Qualifications for Testing:
  – Water well is required to be registered through the Division of Water Resources
  – One test per water well (does not include operator baseline test)
  – Located within ½ mile of the surface location of an oil and gas facility
Proposed Budget

• Budget (annual): $100,000

• This would allow for:
  – Approximately 61 “Option 1” tests
  – Approximately 212 “Option 3” tests
**STUDY SESSION AGENDA ITEM**

<table>
<thead>
<tr>
<th>DATE:</th>
<th>July 25, 2017</th>
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<tbody>
<tr>
<td>SUBJECT:</td>
<td>2ndQTR Update on the ACED 2017 Plan of Work</td>
</tr>
<tr>
<td>FROM:</td>
<td>Tricia Allen (ACED staff)</td>
</tr>
<tr>
<td>AGENCY/DEPARTMENT:</td>
<td>ACED</td>
</tr>
<tr>
<td>ATTENDEES:</td>
<td>Tricia Allen / Kristin Sullivan</td>
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<tr>
<td>PURPOSE:</td>
<td>Status Update – Annual Plan of Work</td>
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<tr>
<td>STAFF RECOMMENDATION:</td>
<td>Informational only</td>
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**BACKGROUND:**

Per the Professional Services Agreement, ACED is required to meet with the Board of County Commissioners to discuss its Annual Work Plan and providing quarterly status updates on achieving the scope of services identified in the Professional Services Agreement.

**AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Economic Development

**ATTACHED DOCUMENTS:**

Presentation
FISCAL IMPACT:

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<th>□ YES</th>
<th>X NO</th>
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<tr>
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<tr>
<td>Patti Duncan, Interim Deputy County Manager</td>
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## Business Retention and Expansion

### BRE Visits

#### 2nd Qtr 2016

<table>
<thead>
<tr>
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<th>2nd QTR 2017</th>
<th>1st QTR 2017</th>
<th>YTD Totals</th>
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<tbody>
<tr>
<td>Visits</td>
<td>25 Visits</td>
<td>11 Visits</td>
<td>36 Visits (GOAL: 100)</td>
</tr>
<tr>
<td>Jobs</td>
<td>2,335</td>
<td>121</td>
<td>2,456</td>
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<tr>
<td>Capital Investment</td>
<td>$4M</td>
<td>$15M</td>
<td>$19M</td>
</tr>
</tbody>
</table>
Business Retention and Expansion

Business Retention & Expansion
2nd Qtr 2017

Companies Visited

Agfinity
Atlas Roofing
Balistreri Vineyards
Birko
Blue Bear Waste
Boyers Coffee
BriteStreet
Bruz Beers
BSI
Cabinet Warehouse
Deltech Furnaces
Denver Machine Shop
Ecosystems
Elite Construction
Empire Staple Company
First Transit
Fix-It 24/7

Glo Skin Care
Goodwill
Google
Grower's Organic
H&H Metals
Kiosk Innovations
LED Lighting Specialists
M+M Industries
Merritt Trailers
MTech Mechanical
Nations Roof
Nationwide Fabrication
Nexus Corporation
Packaging Express
RK Mechanical
Rock Island Railroad
Sanders and Johnson Heating & Cooling
St. Anthony North Health Campus
Sunshine Plumbing, Heating & Air
Business Retention & Expansion
2nd Qtr 2017

Challenges Raised and Being Addressed by ACED

• Access to Capital
• Workforce - finding and keep it!
## Business Retention and Expansion

### Company Closures/Job Losses

#### 2nd Qtr 2017

<table>
<thead>
<tr>
<th>Company</th>
<th>Jobs</th>
<th>Closed, Relocated or Downsized?</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sierra Detention Systems</td>
<td>70</td>
<td>Closed</td>
<td>Owner would not return calls</td>
</tr>
</tbody>
</table>
# Primary Employment Attraction

## Prospects, New Businesses and Incentives

### 2nd QTR 2017

<table>
<thead>
<tr>
<th></th>
<th>2nd Qtr 2017</th>
<th>1st QTR 2017</th>
<th>YTD Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td># of New Prospects</td>
<td>32</td>
<td>22</td>
<td>54</td>
</tr>
<tr>
<td>Company Announcements</td>
<td>Frontier Airlines</td>
<td>Amazon – Thornton</td>
<td>--</td>
</tr>
<tr>
<td></td>
<td>UPS</td>
<td>Sierra Pacific</td>
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<td></td>
<td>M-Tech</td>
<td>Tenere</td>
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<tr>
<td></td>
<td>Inline Distribution</td>
<td>Alliance Construction</td>
<td></td>
</tr>
<tr>
<td>CAPEX</td>
<td>$70,000,000</td>
<td>$330,000,000</td>
<td>$400,000,000</td>
</tr>
<tr>
<td># of New Jobs Announced</td>
<td>1,164</td>
<td>2,922</td>
<td>4,086</td>
</tr>
<tr>
<td>2017 Tax rebate amount</td>
<td>$484,707 in eligible tax rebates for 2017</td>
<td>$484,707 in eligible tax rebates for 2016</td>
<td>$484,707 in eligible tax rebates for 2016</td>
</tr>
</tbody>
</table>

---

In 2017, $484,707 in eligible tax rebates were granted for both the second quarter and the full year.
### Primary Employment Attraction

#### Commercial Real Estate Activity

**2nd Qtr 2017**

<table>
<thead>
<tr>
<th>2nd QTR 2017</th>
<th>Vacancy Rate</th>
<th>Rental Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adams</td>
<td>Metro Denver</td>
</tr>
<tr>
<td>Office</td>
<td>13.5%</td>
<td>13.6%</td>
</tr>
<tr>
<td>Class A</td>
<td>10.7%</td>
<td>12.3%</td>
</tr>
<tr>
<td>Class B</td>
<td>17.4%</td>
<td>16%</td>
</tr>
<tr>
<td>Class C</td>
<td>5.9%</td>
<td>9.7%</td>
</tr>
<tr>
<td>Industrial</td>
<td>3.5%</td>
<td>3%</td>
</tr>
<tr>
<td>Retail</td>
<td>5.7%</td>
<td>5.6%</td>
</tr>
</tbody>
</table>

### Developments Under Construction in 2017

<table>
<thead>
<tr>
<th>Property</th>
<th>Total SF Under Construction</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Majestic Commercecenter</td>
<td>700,000 SF</td>
<td>2nd QTR 2018</td>
</tr>
</tbody>
</table>
## Marketing and Outreach

### 2nd Qtr 2017

<table>
<thead>
<tr>
<th>Presentations/Marketing Campaigns</th>
<th>2nd Qtr 2017</th>
<th>1st QTR 2017</th>
<th>YTD Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>5</td>
<td>12 (GOAL: 12)</td>
<td></td>
</tr>
</tbody>
</table>

### Website

- Adding pages for the Site Summit
- Data and More Data
- Content, Content, Content!

### Outreach Efforts

- Full Page article/ad in CREJ
- Full page article published on CREJ’s website
- Leadership Commerce City
- Westminster Rotary
- Westminster Rotary
- CBRE Industrial Team
- Koebel and CO
- Colorado Biz Bank
- Zeppelin Development
- CREJ Land and Dev Conference
- Commercial Real Estate Marketing Group
2017 Major Projects

Adams County Site Selection Conference
July 31 - August 2, 2017

5 Site Consultants (specializing in Aerospace/Aviation, Advanced Manufacturing, Energy, and Health and Wellness) will get an up-close look at our economy, our infrastructure, our industries, and the quality of our workers.

The Site Consultants will be briefed, queried, networked, and will speak to Adams County leaders on our assets, deficits, and will make recommendations on gaining/maintaining a competitive advantage.

DBJ 12 Page Feature: Go Big, Go Adams County
Published: August 2017

The feature is designed to market Adams County as the ideal place to do business.
QUESTIONS?
Thank you for your support of ACED!