



MINUTES OF THE BOARD OF COUNTY COMMISSIONERS

MONDAY, JUNE 23, 2025

LAND USE HEARING

The Board of County Commissioners met at 3:00 p.m. with Jenny Axmacher, Planning Manager. Chair Stephens presided. Commissioner Shadduck-McNally and Commissioner Kefalas were present. Also present were Samantha Mott, Justin Currie, Ryane Oswandel, Christina Scrutchins, Matt Lafferty, Community Development; Connor Sheldon, Bruen Johnson, David Pringle, Engineering; Ashton Brodahl and Lea Schneider, Department of Health; Frank Haug, Assistant County Attorney; and Deirdre O'Neill, Deputy Clerk.

Chair Stephens opened the meeting with the Pledge of Allegiance.

TABLED ITEMS TO JULY 28, 2025: LARIMER COUNTY CODE AMENDMENTS-ESTES VALLEY EMPHASIS, FILE NO. 25-CODE0283

Jenny Axmacher, Planning Manager, stated that staff are requesting to remove consent agenda item number 3, The Jacobs Conservation Development FILE NO. 21-LAND4170 from today's consent agenda for a full hearing.

PUBLIC HEARING CONSENT ITEMS:

1. CRAWFORD ACRES LOT 14 EASEMENT VACATION, FILE NO.25-LAND4474: This is a request to vacate a 20-foot water line easement that runs 92-feet across the southern portion of lot 14 of the Crawford Acres subdivision. The utility easement previously contained a 24' water line which has since been abandoned. This property contains a single-unit residence, and the owner is interested in constructing an outbuilding in this area following approval of the easement vacation.

DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Team recommends approval of the request to vacate a 20-foot wide and 92-foot-long utility easement within the Crawford Acres subdivision File No. 25-LAND4474.

2. NEUBAUER CONSERVATION DEVELOPMENT, FILE NO. 22-LAND4225: This is an updated submittal of a previously approved Preliminary Plat application. The original submittal proposed to subdivide a 50-acre (+/-) parcel zoned RR1 – Rural Residential into four (4) residential lots, each approximately 3-4 acres, and one (1) residual lot to be used for future agricultural use. This

application was approved 8-0 by the Planning Commission at the March 20, 2024, hearing and by the Board of County Commissioners 3-0 at the April 22, 2024, hearing. Once the applicant received preliminary plat approval and began the final plat submittal process, the full cost to develop the project became clear. Engineering standards had four lots for residential development and, according to the County Engineering standards, required an internal road to provide access, versus creating four separate access points off County Rd. 19 (Taft Rd.).

Once the applicant started requesting cost estimates for the internal roadway, she realized that it was going to be cost prohibitive to create the four lots with the required internal roadway. The applicant worked with County Staff to come up with a new layout that would not require the internal road but still keep the allotted developable land per the Conservation Development process. This was accomplished by reducing the number of developable lots from four to two and creating a nondevelopable outlot. A note will be included on the final plat and language will be in the Development Agreement that Outlot A can only be used for agricultural uses until Outlot A has been replatted into a maximum of two lots through the appropriate planning process in order for Staff to review and assess whether additional infrastructure, primarily an internal road, will be required.

DEVELOPMENT SERVICES TEAM RECOMMENDATIONS:

The Development Services Team recommends that the Planning Commission recommend to the Board of County Commissioners approval of the Neubauer Conservation Development, File #22-LAND4225, subject to the following conditions:

1. The final plat shall be consistent with the approved preliminary plat and with the information contained in the Neubauer Conservation Development, File #22-LAND4225, except as modified by the conditions of approval or agreement of the County and applicant. The applicant shall be subject to all other verbal or written representations and commitments of record for the Neubauer Conservation Development.
2. The property owners address the concern/requirements of the Referral Agency comments included in this staff report.

4. VANHATTEM REZONE SKETCH PLAN REVIEW, FILE NO. 22-ZONE3311: This is a request for the rezoning of two existing parcels from RR-2 Rural Residential to IL-Industrial Light. The applicant would like to rezone a 3.84 and 7.43 -acre parcel from RR-2 Rural Residential to IL-Industrial Light. The subject properties total approximately 11.27-acres and are generally located at 1209 and 1259 N County Road 1 in Johnstown, Colorado. Surrounding properties located directly to the south are zoned RR-2 Rural Residential. Properties to the west and north are zoned CC-Commercial Corridor, CN-Commercial Neighborhood and RR-2 Rural Residential. The properties are located outside of incorporated Johnstown and are within the Johnstown Community Influence Area. Weld County is located directly to the east.

Currently each parcel contains an existing single-family home and accessory outbuildings. A specific use has not been determined by the applicant for these two parcels. However, the applicant states that the proposed use will likely be a trade use or light manufacturing.

DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Services Team recommends that the Planning Commission recommend to the Board of County Commissioners approval of the VanHattem Rezone, File #22-ZONE3311, subject to the following conditions:

1. The existing residential uses may not expand, apply for an Accessory Living Area (ALA), or apply for a short-term rental license.
2. Before an application is accepted for use allowed in the IL-Industrial Light zoning district, evidence must be provided to the Community Development staff that the existing residential uses have been removed.

5. EMISSARIES OF DIVINE LIGHT AMENDED SPECIAL REVIEW AND APPEAL, FILE NO.23-ZONE3564: This is a request for an amended special review to approve buildings constructed/added to the Sunrise Ranch property and some unpermitted additions to buildings/structures. No new construction is proposed with this request. This request includes an appeal to article 4.3.6 of the Land Use Code regarding fire protection.

The Emissaries of Divine Light (EDL) have owned the Sunrise Ranch property since 1945 as the residential communal headquarters of the organization's international nondenominational church ministry. It is located on approximately 44.7- acres, along County Road 29 approximately 2 ½ miles north of the Highway 34 intersection. EDL owns approximately 355+ acres in the vicinity, including this parcel.

With this request, the applicants are seeking to amend their previous approval to include several buildings that were built without planning approval or permits and some additions to existing approved buildings. Planning approval must be obtained prior to obtaining building permits for these buildings. The applicants have been working with both Code Compliance and the Building Division, in addition to the Planning Division, to bring the property into compliance. No new buildings or structures are proposed with this request.

DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Services Team recommends that the Planning Commission recommend to the Board of County Commissioners' approval of the Emissaries of Divine Light Amended Special Review, File No. 23-ZONE3564, subject to the following conditions:

1. This Special Review approval shall automatically expire without a public hearing if the use does not commence within three years of the date of approval.

2. The Site shall be developed consistent with the approved plan and with the information contained in the Emissaries of Divine Light Amended Special Review, File No. 23-ZONE3564, except as modified by the conditions of approval or agreement of the County and applicant. The applicant shall be subject to all other verbal or written representations and commitments of record for the Emissaries of Divine Light Amended Special Review.
3. Failure to comply with any conditions of the Special Review approval may result in reconsideration of the use and possible revocation of the approval by the Board of Commissioners.
4. The applicant shall provide a Development Agreement for review and approval by the Board of County Commissioners no later than August 21, 2025.
5. A separate Site Plan Review process is not required, however prior to commencement of the expansion of the approved use on the property, the applicants will need to complete the Site Plan process. The final Site Plan documents must be submitted and approved. This includes any development construction plans, final site plan, final drainage memorandum, and Development Agreement by August 21, 2025.
6. The owner must obtain building permits and pay the applicable fees associated with the building permits, including Transportation Capital Expansion Fees (TCEF) if required by the Larimer County Engineering Department, which will be due at the time of building permit issuance. All building permits must be applied for and approved by December 1, 2025. If there are lot line issues with any unpermitted buildings or additions, those permits must be issued and approved by June 1, 2026. The buildings will need to comply with the height and setback requirements for the zoning district unless they receive approval for variances from the requirements.
7. The applicants must update their Public Water System (No.CO0135725) Monitoring Plan to update the number of water service connections and the non-transient population (full-time residents) and transient populations (visitors/guests) by December 31, 2025.
8. The overall occupancy of the site, including residents and guests, is not to exceed 340 total people at any given time. The maximum occupant load for the Pavilion Dining Hall is 170 people.
9. The applicant must address the outstanding items as identified in the Larimer County Wildfire Home Ignition Zone Inspection for the property by August 1, 2025.
10. Add the following note to the Site Plan: "It is the applicant's responsibility to coordinate with any utility companies regarding existing utilities prior to any construction to avoid conflicts."
11. The applicant must address the requirements of the Loveland Fire Rescue Authority in their letter dated May 5, 2025, which outlines the necessary fire protection improvements and includes specific deadlines for their completion.
12. The applicant must adjust the lot lines of the parcel so that the parking area for the dome (west of County Road 29) is on the same parcel as the dome.

6. LAND USE CODE AMENDMENTS, FILE NO. 25-CODE0285: Staff are proposing three additional topics for amendments to the Land Use Code to address specific issues. These amendments are minor in nature and seek to provide clarity and efficiency in the administration of the code:

Neighbor referral and public hearing mailed notice and sign posting

Water wells and tap moratoriums

Larimer County wildfire cameras

M O T I O N

Commissioner Kefalas moved that the Board of County Commissioners approve the Consent Agenda items minus the Jacobs Conservation Development File No.21-LAND4170 which has been requested to be removed for a full hearing subject to the conditions in the staff reports and further moved to authorize the Chair to sign the Findings and Resolutions.

Motion carried 3-0.

PUBLIC HEARING DISCUSSION ITEMS:

1. MEAD SHORT-TERM RENTAL ADMINISTRATIVE SPECIAL REVIEW, FILE NO. 23-ZONE3497: This is a request for an Administrative Special Review for a three-bedroom 6-guest short-term rental in an existing home.

Samantha Mott, Senior Planner gave an overview of this discussion item to the Board of County Commissioners. Ms. Mott stated that the subject property is located at 4710 Swainsona Drive in Loveland, Colorado, approximately 600 feet north of the intersection of 14th Street SW and Nadine Court and 750 feet east of the intersection of Swainsona Drive and Nadine Court, south of Boedecker Lake. The property currently contains an existing single-family residence and is zoned UR-1 Urban Residential. The applicant requests Administrative Special Review approval for a small Short-Term Rental (STR) located in the existing 3-bedroom single-family residence and a maximum occupancy of six (6) total guests, two (2) guests per bedroom. Permit No. 23-RES0569 was issued for a Residential - Conversion to Short-Term Rental. Approval of the permit is contingent upon approval of this application. The property managers are Mark Mead & Bob McIntosh who reside in Longmont, Colorado approximately 30 minutes from the site.

This application is subject to the pre-June 1, 2023, Short Term Rental Regulations. A short-term rental is defined as a dwelling rented to transient guests for short-term lodging when not occupied by the owner/renter.

Administrative Special Review for an STR requires both Planning Division and Building Division approval. For this case, the Building Division review, including a Life Safety Inspection, was conducted prior to Planning review. In general terms, the planning review process involves:

1. Pre-application conference and application submittal.
2. Staff and referral agency evaluation and comment review.
3. Community notice and community comment review.
4. The scheduling of a public hearing, if applicable, or an administrative review and decision by the Community Development Director.

Ms. Mott communicated to the Board that an administrative special review process authorizes the Director to approve applications by which all criteria are met and there are no substantive issues. If the Director determines that the application is unusually complex or raises potentially unique or serious impacts on the County or the surrounding areas, the Director may refer the application to the Board of County Commissioners for a decision pursuant to the same criteria.

County staff mailed a courtesy community notification about the proposed project to properties within 500-feet of the subject property and all properties within the Lake Knolls South Subdivision. Staff mailed a total of 39 notice postcards. Staff received community comments from four community members in opposition to or with concerns with the proposal.

REVIEW CRITERIA

In reviewing a proposed Administrative Special Review Application, the Board of County Commissioners shall consider the general approval criteria in Article 6.3.8.D and General Review Criteria (Article 6.4.3.D):

1. The proposed use has minimal impacts on existing and future development of the area.
2. Any impacts associated with the environment, wildlife, access, traffic, emergency services, utilities, parking, refuse areas, noise, glare, odor, and other adverse impacts have been adequately addressed and/or mitigated.
3. The recommendations of referral agencies have been considered and adequately addressed.
4. Within a Growth Management Area (GMA) district, the proposed use is consistent with the applicable supplementary regulations to the GMA district, or if none, with the Comprehensive Plan
5. The applicant has demonstrated that this project can meet applicable additional criteria listed in Article 3.0, Use Regulations.

DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Services Team is not making a specific recommendation on the Mead Short-Term Rental Administrative Special Review, File No. 23-ZONE3497, and has presented all the information by which the Board of County Commissioners may base their deliberation and decision.

The Board invited the applicant to present her application. Karen Mead, applicant/owner, explained to the Board that this is her primary residence and is seeking approval for it to be a short-term rental on a part-time basis. Ms. Mead addressed the concerns that some of her neighbors have on this application. Ms. Mead spoke about the access road and easement. The concern of the neighbors is that there will be trespassing on the two parcels of land which could potentially cause liability. Ms. Mead stated that there is a locked gate at the access road and in her advertisement it does state that there is no usable access to Boedecker Lake from her property and this verbiage is also in the signed rental agreement. Ms. Mead is also willing to put large signs at the end of her property so that it is clear where the property line ends.

Ms. Mead also addressed neighbors' concerns that the lake is visible from her property and therefore would promote trespassing. Ms. Mead showed photos where she pointed out that you cannot visibly see the lake from standing at the base of the easement.

The Board asked Ms. Mead approximately how many months out of the year she is hoping to use her property as a short-term rental. Ms. Mead stated approximately three months, but it would not be three months in a row.

The Board opened the hearing for public comment.

The following members of the public spoke in opposition to the application: Lori Dasko, President of the Lake Knolls Recreation Area. Ms. Dasko is concerned about the increased risk of liability to the organization from neighboring short-term renters accessing the land. Ms. Dasko explained that the Lake Knolls Recreation Area is an unincorporated non-profit established many years ago to allow non lakeside property owners on Swainsona Drive, approximately eleven homeowners, to access Boedecker Lake for recreational purposes. Ms. Dasko believes it will be extremely difficult to stop the renters attracted to Boedecker Lake from trespassing even if there is signage. Ms. Dasko also mentioned the potential of additional traffic and noise. Brad Sutton spoke about past lawsuits between the developer and the neighbors over lake access that were overrun by people from outside the neighborhood having loud parties. The lawsuits were eventually settled when the developer closed the original lake access and created a new lake access. The current lake access is gated at the street with a padlock and a private property sign but there is no barrier between 4710 Swainsona and the lake access property. Mr. Sutton stated that in the eight years he has lived here, he regularly sees unfamiliar vehicles with kayaks seeking access to the lake. He believes that the renters will be able to see the lake from Ms. Mead's property and that there is not a fence to prevent them from walking to the lake. Both Ms. Dasko and Mr. Sutton feel that the more short-term rentals that are allowed increases the number of people in the neighborhood thereby reducing the overall quality of life for the peaceful neighborhood. There were also comments that in Ms. Mead's brochure she has an evacuation route on foot that leads renters walking along the easement towards the lake.

The applicant was invited to offer rebuttal comments on the neighbors' concerns. Ms. Mead spoke about the Fire Department's emergency evacuation plan requiring a second on foot evacuation plan if Swainsona Drive is not an option. Ms. Mead stated she will only allow a maximum of four cars and has a required minimum stay of three nights by the potential renters. Ms. Mead explained that she

does have a vested interest in that this is her primary home and believes there needs to be a level of trust among neighbors on who she is renting her home to.

The Board stated that the lake is very popular and often, especially in warm weather, it is very crowded with some cars parking illegally and the Board would like Ms. Mead to add in her manual that there is a fee for Boedecker Lake public access. The Board also wanted clarification on the evacuation plan by foot which leads renters down the easement. Ms. Mott clarified that there are certain requirements by the County as well as the Fire Department for short-term rentals for evacuation plans. There is the primary escape route by vehicle which the county requires and in this case the Fire Department asked for a second evacuation by foot.

The Board stated that if the applicant is open to conditions of approval stating that the residence will only be available for rent up to 90 days total throughout the year, is willing to put a large sign stating no trespassing beyond this point, and understand they need to pay access fees for Boedecker Lake the Board would be inclined to support this application.

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the Mead Short-Term Rental Administrative Special Review, File No. 23-ZONE3497, subject to the following conditions:

1. This approval shall automatically expire in three years if the use has not commenced and/or building permit and/or development construction permit are not issued.
2. This Administrative Special Review approval shall be subject to revocation at a noticed public hearing if the owner fails to comply with any conditions of approval or fails to use the property consistent with the approved Administrative Special Review.
3. The Site shall be developed consistent with the approved plan and with the information contained in the Mead Short-Term Rental Administrative Special Review, File No. 23ZONE3497, and the supplemental regulations listed above, except as modified by the conditions of approval or agreement of the County and owner. The owner shall be subject to all other verbal or written representations and commitments of record for the Mead Short-Term Rental Administrative Special Review.
4. The property owner is responsible for obtaining all applicable fees which may include building permit fees, impact fees, and Transportation Capital Expansion Fees (TCEF) applicable to the use.
5. Prior to operation as a short-term rental, the applicant shall obtain an approved Change of Occupancy Permit from the Larimer County Building Division and successfully pass the Life Safety Inspection.
6. The short-term rental is approved with three (3) bedrooms and one additional sleeping area for a maximum occupancy of eight (8) people.

7. Re-certification shall be required upon notice by the County, which is every two years. Failure to complete and resubmit the re-certification form to the Community Development Department shall be cause for consideration of revocation of this approval.
8. No parking shall be permitted in the right-of-way and all parking for the use must be on-site.
9. Staff recommend the applicant read and address all referral agency comments. Comments may be enforced by the respective referral agencies, including those not included as conditions of approval in this report.
10. The use must comply with the Larimer County Noise Ordinance which outlines noise levels as well as noise disturbances, with lower sounds/decibels at property lines between 7pm and 7am.
11. Upon issuance of the Change of Occupancy Permit, the applicant shall include the approved File Number, 23-ZONE3497, on all advertising websites.
12. Prior to operation as a short-term rental, the applicant shall post the property manager's contact information outside the front door.
13. Upon approval, the property owner shall mail the designated property manager's contact information to surrounding property owners within a 500-foot radius of the STR. The owner shall also mail contact information to surrounding property owners whenever the designated Property Manager changes.
14. Revise the Operations Manual to include information regarding the requirement that Boedecker Lake is a paid access area.
15. Revise the Operations Manual to include information that the area includes the presence of Elk year-round.
16. The Short-Term Rental can be rented for a maximum of 90 days per year.
17. Include additional signage on the outside fence as well as in the house regarding no trespassing/danger onto adjacent properties and private easements. The signage must be approved by County staff.
18. The notification of the property manager to the neighbors will include notifying the entire Lake Knolls subdivision.

MOTION

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the Mead Short-Term Rental Administrative Special Review, File No.23-Zone3497 subject to the thirteen conditions of approval and the addition of condition numbers fourteen through eighteen.

Motion carried 3-0

The Board took a brief recess.

The Board returned to session.

The following was removed from today's consent agenda for full hearing:

3. JACOBS CONSERVATION DEVELOPMENT FILE NO. 21-LAND4170: This is a request for preliminary approval for a Conservation Development on 35-acres to create one residential lot, and one residual lot with a 2-acre building envelope, along with an appeal to Articles 5.3.1., a public right-of-way required.

Justin Currie, Planner, presented this application to the Board of County Commissions. Mr. Currie stated that the applicant proposes to subdivide a 35-acre (+/-) parcel zoned RR2 – Rural Residential into two lots, one new 15-acre residential lot and one 17-acre residual lot with a 2-acre building envelope for an existing residence. Since the property is over 30-acres and located outside a Growth Management Area, the required land division process, per Article 5.8 of the Land Use Code, Conservation Development, which requires that a certain percentage of the land be set aside as a residual lot, while still allowing for the division of smaller lots in clusters.

Since this is a 50/50 developable to residual land ratio, a minimum of 17.5-acres must be used for residual land, which is required to be conserved in perpetuity or used as agricultural land, and the remaining acreage, a maximum of 17.5-acres, can be developed. Building envelopes located within residual land count towards the developable area, as is the case with this application.

The property has an existing single-family residence with three outbuildings with the remaining portions being undeveloped land that is served by the Fort Collins-Loveland Water District and an on-lot septic system. The proposed lot will be served by the Fort Collins-Loveland Water District and will utilize on-lot septic for the sewer requirements.

The engineering department supports the appeal to allow Living Springs Lane to remain a private road since the land use code only requires the section of road outside the proposed subdivision to be public and cannot require the entire length of private road outside the proposed subdivision to change to a public road.

REVIEW CRITERIA

- A. Must comply with all applicable use, density, development, and design standards set forth in this Code that have not otherwise been modified or waived pursuant to this Code and that would affect or influence the layout of lots, blocks, and streets
- B. Provides a layout of lots, roads, driveways, utilities, drainage, and other public facilities and services designed to minimize the amount of disturbance to sensitive natural areas or other community resources

- C. Provides evidence to show that all areas of the proposed subdivision that may involve other natural hazards including flood and wildfire have been identified and mitigated to the maximum extent practicable
- D. Provides evidence that provision has been made for a public sewage disposal system or, if other methods of sewage disposal are proposed, adequate evidence that such a system shall comply with state and local laws and regulations
- E. As applicable, provides proposed phasing for development of the subdivision that is rational in terms of available infrastructure, capacity, and financing
- F. The subdivision is consistent with the subdivision sketch plan, if applicable, unless detailed engineering studies require specific changes based on site conditions.

The Board had questions for staff pertaining to how the residual land can be developed. Mr. Currie stated that if the residual lot is approved, it cannot be further subdivided. There were also questions about the residential lot as well as the appeal for the right-of-way.

The applicant, Lonnie Jacobs was invited to present his application. Mr. Jacobs very briefly said that all criteria have been met and is hoping for approval.

The Board thanked Mr. Jacobs and opened the hearing for public comments.

The following spoke in person in opposition to the application: Elsa Nirvik, Paul Ellis, Marykay Malcolm, Todd Rogers, attorney representing Westridge property owners, Benjamin Osecky, Denise Nirvik and commenting via zoom-Linda Kennedy. Their collective concerns are: not enough water pressure for the homes that are already there, increased traffic, increased wildfire danger, not notified of application, wear and tear on privately maintained roads, not all neighbors are contributing to the upkeep of the road, liability to other homeowners, will change the character of the community, requesting a traffic study to be done and more thorough analysis, straining emergency resources, construction traffic, and the possibility of re-subdividing in the future to include more homes.

Chair Stephens closed public comment.

The applicant was invited to address the public comments. Mr. Jacobs stated that in the original covenants it is clear that all the lots can be subdivided. Since then, the HOA has removed the ability for subdividing parcels in the Hidden Springs Subdivision. The property is within the Fort Collins-Loveland Water District (FCLWD) boundaries and currently provides water service to the existing home within residual lot A's building envelope. A letter of commitment was provided by FCLWD with the application and stated that he does not have any issues with water pressure on his property.

The Board had questions for Mr. Jacob about future lots and what they would like for traffic studies and water pressure. Mr. Jacobs explained his intention is to create one additional lot subdividing the original 35-acres into two 17.5 acre lots.

The Board had questions for staff on subdividing further in the future. Staff stated that they could in the future apply for a land use application and would follow the same process. The Board also had questions on the private access road and the appeal to not convert to a public right-of-way.

Chair Stephens reminded everyone that this hearing is for the criteria of this application, to create one residential lot, and one residual lot with a 2-acre building envelope, along with an appeal to Articles 5.3.1., a public right-of-way required not for the possibility of subdividing future lots. The Board commented on the need for a traffic impact study that several members of the public commented on. Connor Sheldon, Engineering, informed the Board that any proposed development or land use action which creates less than three new dwelling units or generates less than 21 new daily trips will not be required to submit a traffic study.

The Board announced that they are in support of this application and appeal based on discussion and review criteria. The Board thanked the public for asking questions and comments and thanked staff for answering the Board's questions. The Board stated that the conditions of approval which are part of the Findings and Resolution will contain language that this application only applies to one residual lot and one additional residential lot.

DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Services Team recommends that the Planning Commission recommend to the Board of County Commissioners approval of the Jacobs Conservation Development, File #21LAND4170, and an Appeal to Article 5.3.1.A of the Land Use Code subject to the following conditions:

1. The final plat shall be consistent with the approved preliminary plat and with the information contained in the Jacobs Conservation Development, File #21-LAND4170, except as modified by the conditions of approval or agreement of the County and applicant. The applicant shall be subject to all other verbal or written representations and commitments of record for the Jacobs Conservation Development.
2. The property owners address the concerns/requirements of the Referral Agency Comments included in this staff report.

MOTION

Commissioner Kefalas moved that the Board of County Commissioners approve the Jacobs Conservation Development File No. 21-LAND4170 and an appeal to Article 5.3.1.A subject to conditions in the staff report and an additional condition that will be part of the Findings and Resolution.

Motion carried 3-0.

With there being no further business, the meeting was adjourned at 5:45 pm.

TUESDAY, JUNE 24, 2025

ADMINISTRATIVE MATTERS MEETING

The Board of County Commissioners met at 9:00 a.m. with County Manager Lorenda Volker. Chair Stephens presided. Commissioner Shadduck-McNally and Commissioner Kefalas were present. Also present were Sarah Martin, Commissioners' Office, and Deirdre O'Neill, Deputy Clerk.

Chair Stephens opened the meeting with the Pledge of Allegiance.

1. **PUBLIC COMMENT:** Cindy Buckardt, President of the Larimer County 4-H foundation, mentioned comments from the previous week on not receiving any documents regarding the Larimer County 4-H foundation violations that have been claimed by Larimer County. The 4-H foundation has requested the documentation of any violations. Ms. Buckardt stated that no violations have been submitted and that the 4-H foundation has never committed any violations. Ms. Buckardt also announced that 4-H has committed to serving only pre-packaged foods as directed by the Ranch. Ms. Buckardt emphasized that Mr. McGrath states very clearly that his goal is to become sustainable by 2030, and that the 4-H foundation must now pay for the use of the facilities. Ms. Buckardt also mentioned an email that she received from Assistant County Manager Laurie Kadrich and the concerns she had with that email.

Chair Stephens closed public comment.

2. **APPROVAL OF THE MINUTES FOR THE WEEK OF JUNE 16, 2025:**

MOTION:

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the minutes for the week of June 16, 2025.

Motion carried 3-0.

3. **REVIEW OF THE SCHEDULE FOR THE WEEK OF JUNE 30, 2025:** Ms. Martin reviewed the upcoming schedule with the Board. The Board made several additions to the upcoming schedule.

4. **CONSENT AGENDA:**

AGREEMENTS

1. **AMENDMENT LETTER (CONSENT) TO SECOND AMENDED AND RESTATED HOTEL GROUND LEASE DATED OCTOBER 16, 2007**

APPOINTMENTS

1. **RECOMMENDED REAPPOINTMENT TO THE OPEN LANDS ADVISORY BOARD – Mike Carter and Ward Nelson**

2. **RECOMMENDED MIDTERM APPOINTMENTS TO THE OPEN LANDS ADVISORY BOARD** – Jeremy Cooper and Mike Roccanti
3. **RECOMMENDED REAPPOINTMENT TO THE PLANNING COMMISSION** – Conor Duffy
4. **RECOMMENDED APPOINTMENT TO THE PLANNING COMMISSION** – Zachary Sullivan

MISCELLANEOUS

1. **REQUEST FOR APPROVAL TO ENTER UPON LANDS**

RESOLUTIONS

1. **RESOLUTION APPROVING THE NORTHERN COLORADO WATER PRINCIPLES**

POLICY

1. **HUMAN RESOURCES POLICY-BENEFITS**

M O T I O N

Commissioner Kefalas moved that the Board of County Commissioners approve the Consent Agenda for June 24, 2025.

Motion carried 3-0.

5. **COMMISSIONERS' GUESTS:** The Commissioners did not have any guests.
6. **DISCUSSION ITEMS:** None Requested
7. **COUNTY MANAGER UPDATE:** County Manager Volker updated the Board on this week's coordination meetings and upcoming projects and activities
8. **COMMISSIONER ACTIVITY REPORTS:** The Board detailed their attendance at events during the previous week.
9. **LEGAL MATTERS:** None requested.

With there being no further business, the meeting was adjourned at 9:20 am.

WEDNESDAY, JUNE 25, 2025

**RE:GEN FITNESS CLUB LLC dba
REGEN FITNESS CLUB
LIQUOR LICENSE HEARING**

The Board of County Commissioners met at 10:00 a.m. with David Ayraud, Deputy County Attorney. Chair Pro-Tem Shadduck-McNally was present. Also present were Lindsey Jones, Clerk and Recording Department, and Deirdre O'Neill, Deputy Clerk.

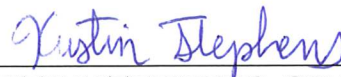
Chair Pro-Tem Shadduck-McNally called the meeting to order and announced that this is a Liquor License hearing for RE:GEN Fitness Club LLC dba REGEN Fitness Club applying for a Beer and Wine License to be located at 11 Northwest Frontage Road #300 in Fort Collins, Colorado. Chair Pro-Tem Shadduck-McNally stated that this hearing will need a continuance due to not having a quorum. The hearing will be continued on Monday, June 30, 2025, at 4:30 pm in the Commissioners Conference Room.

David Ayraud, Deputy County Attorney, informed the public that a notice of public hearing was posted in the Fort Collins Coloradoan on June 11, 2025, and a poster announcing the hearing was posted at the establishment for 10 consecutive days. Mr. Ayraud stated that any members of the public (none in person) that would like to make a public comment will be able to do so at the continuance on June 30, 2025, hearing at 4:30 p.m.

Chair Shadduck-McNally did have the applicants introduce themselves for the record.

Applicants Josh and Emily Maranian, owner and co-owner stated their names for the record.

With there being no further business, the Board paused at 10:40 a.m.



**KRISTIN STEPHENS, CHAIR
BOARD OF COUNTY COMMISSIONERS**

**TINA HARRIS
CLERK & RECORDER**

ATTEST:

D. O'Neill

Deirdre O'Neill, Deputy Clerk

