TOWN OF BRECKENRIDGE OPEN SPACE ADVISORY COMMISSION Monday, June 18, 2012 150 Ski Hill Road

4:00	Site Visit to Cucumber Gulch (on mountain bikes)
5:30	Call to Order, Roll Call
5:35	Discussion/approval of Minutes – May 21, 2012
5:40	Discussion/approval of Agenda
5:45	Public Comment (Non-Agenda Items)
5:50	Staff SummaryHistorical Cabin ManagementCucumber Gulch Fires

- 5:55 Open Space
 - Shock Hill Lodge Site Remediation
 - BOSAC Norms
 - BOSAC Retreat
 - Environmental Art Installations
- 7:45 Executive Session
- 8:15 Adjourn

For further information, please contact the Open Space and Trails Program at 970-547-3155 (Scott) or 970-453-3371 (Chris).

Memorandum

To: Breckenridge Open Space Advisory Commission

From: Open Space Staff Re: June 18, 2012

Staff Summary

Historical Cabin Management

Attached is a copy of a referral letter sent to the U.S. Forest Service regarding the proposed clean up of multiple abandoned mine sites on the National Forest. As you can see by the letter, the Town Council supported the removal of all contemporary structures and debris, and the closure of unsafe mine features. However, Council requested the USFS delay removal of some of the possible historical structures so they could be further evaluated for historical relevance and potential for interpretation.

Cucumber Gulch Preserve Fires

Attached is a copy of a recent press release describing recent arson activity in Cucumber Gulch. A quick response by the Red White and Blue firefighters prevented significant damage, but several trees were burned. Please contact the Breckenridge Police Department with any information you may have about this incident.

Open Space and Trails

Shock Hill Lodge Site Remediation

Attached is a staff report which describes a hard rock remediation proposal on the Shock Hill Lodge site. Please read the staff report and be prepared to ask questions on the BOSAC/Planning Commission site visit.

In summary, the owners of the Shock Hill Lodge site have proposed an abandoned mine site cleanup under the State of Colorado's Voluntary Clean Up (VCUP) program. The goal of the proposed action would be to consolidate and cap mine tailings containing elevated levels of lead and arsenic. The mine tailings at issue are located directly beneath the gondola, on the mine-scarred, west-facing hillside north of Josie's cabin. As proposed, the applicant would consolidate multiple piles, then cap and drain the 'repository' effectively. More information is attached and can be discussed during the site visit.

BOSAC's role in this PMA variance request is strictly advisory. The Planning Commission and Town Council are the entities that must ultimately decide the variance request. However, BOSAC's input into the goals, approach and execution is requested. In addition, staff wanted to ensure that BOSAC members are aware of the proposal and can help educate other members of the public about the issue.

Please review the attached staff report and proposal, and then be prepared to discuss this topic during the site visit and BOSAC meeting. Staff requests that BOSAC answer the following questions regarding this proposal:

- 1. Does BOSAC agree with the proposal and staff report as written?
- 2. Does BOSAC have any edits or additions to improve the proposal?

BOSAC Norms - – Attached are the BOSAC meeting norms. The meeting norms are reviewed annually with BOSAC members to ensure continued productive meeting environments.

BOSAC Retreat - Staff has tentatively scheduled a BOSAC retreat on September 5th with the City of Aspen and Pitkin County. As a first step in organizing the retreat, staff would like to confer with BOSAC that September 5th is an acceptable date for the majority of the BOSAC members. Staff will be happy to answer any questions regarding the preliminary plans at the meeting.

- 1. Are you available for a September 5th BOSAC retreat in Aspen?
- 2. Does BOSAC have any additional comments or questions regarding the proposed retreat?

Environmental Art Installations - The Breckenridge Public Art Commission (BPAC) would like to create 1 to 3 environmental installations on Town Open Space for the Breck Bike Week event this year. The goal is to have the installations discovered by trail users. An environmental installation is essentially a sculpture made from sticks, rocks and other natural materials found on site. BPAC will work with the open space staff to select the best locations for the installations and will keep BOSAC updated on the final locations and other details about the project. The installations will be up from the end of June till the end of September. The BPAC will monitor the installations throughout the time to make sure they are in good order and safe. The BPAC will completely remove the installations at the end of the season no later than September 30th. Jennifer Cram will be present at the meeting to answer any questions.

Roll Call

Jeff Cospolich called the May 21, 2012 BOSAC meeting to order at 5:38 pm. Other BOSAC members present included Chris Tennal, Devon O'Neil, Jeff Carlson, Erin Hunter and Ben Brewer. Staff members present were Peter Grosshuesch, Mark Truckey, Chris Kulick and Scott Reid. Larissa O'Neil and Rick Hague of the Breckenridge Heritage Alliance were also present.

Approval of Minutes

The minutes were approved as presented.

Approval of Agenda

A discussion item related to a potential BOSAC Retreat was added to the agenda.

Public Comments

There were no public comments

Staff Summary

Roadless Areas Update Hidden Gems Wilderness Proposal Update Cucumber Weed Management

Open Space and Trails

Election of BOSAC Officers

Mr. Carlson – Nominated Mr. Cospolich for chair, the motion was seconded by Ms. Hunter.

Mr. O'Neil – Nominated Ms. Hunter as Vice Chair, the motion was seconded by Mr. Tennal.

Both nominations were approved unanimously by the commission.

Wakefield Historical Interpretation Site

Larissa O'Neil and Rick Hague provided an overview of a plan proposed by the Breckenridge Heritage Alliance for an interpretive display on Town property at the junction of Boreas Pass Road and the Wakefield Ranch. The project would create an interpretive sawmill display with limited parking to accommodate visitors to the site. In staff's opinion, the proposal would not compromise the property's conservation values. The project was previously approved in 2007 by the Town Council but was shelved due to the economic downturn. Town Council has approved a \$5,000 contribution for this project this year. Other funding sources for the project include \$15,000 from the Climax Community Investment Fund and \$2,000 from the Nichols Family. The Heritage Alliance has been in talks with the site's adjacent property owner Jay Monroe, particularly on parking issues.

Ms. Hunter – was the site originally purchased for historic preservation? (Mr. Hague – No, it was part of a Forest Service land swap with more of an open space protection goal.)

Mr. Reid – mentioned he had correspondence with Mr. Bergeron about egress from the site and Mr. Bergeron suggested we should pave a short apron to improve egress from the site. Mr. Reid

also pointed out that snowplowing the parking in the winter months may be required so Mr. Monroe's access is not obstructed. Additionally, it is worth mentioning the possibility of an expanded trail network adjacent to the site.

Ms. Hunter – How is this different than what was presented in 2007? (Ms. O'Neil – we never got this far along in the design phase so there is nothing really to compare this proposal against).

Mr. Brewer – I support paving a small apron for better egress. I think we should plow the parking in the winter and work with Mr. Monroe on this issue. I think it would be great create a bikeable history tour.

Mr. Tennal – I like the idea of managing the site year round. I have concerns with safety of the saw blade that will be part of the project. (Mr. Hague – We will take steps to ensure no danger is posed to visitors from the saw blade.)

Mr. Carlson – Are there any safety concerns with the adits which are located on the site? (Mr. Hague – The adits have been filled in).

Ms. Hunter – Will BOSAC be responsible for maintenance of the site? (Mr. Hague - No, the Breckenridge Heritage Alliance will be responsible).

Mr. O'Neil – Noted he had a potential conflict of interest but agreed an apron at the entrance should be paved and the parking spaces should be plowed in the winter.

Mr. Cospolich – Will weddings be permitted on this site? (Mr. Hague – Yes, it may be a possible revenue source).

Questions to BOSAC regarding the Wakefield Interpretive Site.

- 1. Does BOSAC support the Wakefield proposal from the Breckenridge Heritage Alliance? Are there any edits or changes BOSAC would like to see to the proposal?
- 2. Does BOSAC support the concept of an additional trail on Little Mountain to serve as a loop opportunity in coordination with this interpretive proposal?

BOSAC unanimously supported both questions with Mr. O'Neil abstaining from the first question.

Mr. Reid – Reiterated the possibilities for future trail connections in the Wakefield area, including a route around Little Mountain and a potential realignment of portions of the Aspen Grove Trail to facilitate two-way travel.

Mr. Cospolich – Wondered if there will be parking issues if people start using the Wakefield site as a trailhead.

Cucumber Gulch Educational Pamphlet

Mr. Kulick presented an educational pamphlet to be distributed to properties adjacent to the Cucumber Gulch Preserve. The pamphlet is almost ready for press, but staff seeks a final review from BOSAC regarding the content. It will be distributed via homeowners associations and

through the Grand Lodge on Peak 7, among other locations. Does BOSAC have any additions or edits for this pamphlet?

Mr. Tennal – Have we seen success in distribution of tri-fold pamphlets elsewhere?

Mr. Kulick – We plan to distribute this through the concierges at the base lodges and through the HOA's. We would rather not print a huge amount, if possible.

Mr. Brewer -- Who are the people who currently access the Preserve illegally? Are you using a professional designer to complete this brochure? We should have the copy reviewed by others.

Mr. Kulick – We understand that a lot of users come from White Wolf, Gold Camp, etc. The work on the Grand Lodge on Peak 7 is an effort to get out ahead of any issue from the base areas. We're trying to handle this in house to reduce costs and work with the Town Communication Department to make this look professional. We welcome a review by anyone that can help make this a useful and informative piece.

Mr. Cospolich – Add road names and subdivision names to make it easier to locate yourself on the map. Add the Peaks Connect Trail for wayfinding and other dog-friendly trails. People need to know where they can go. Ski Hill Road should be identified as well. Increase the transparency on the red hatching.

Mr. Truckey – Add trail names within the Preserve would help.

Mr. O'Neil - Contributed additional copy edits.

BOSAC expressed support for the creation and distribution of the brochure, with edits.

Moonstone Parcel Trails Plan

Mr. Reid provided an overview of the existing trails on the Moonstone parcel and presented a conceptual plan to enhance the area network with two new trails.

Mr. O'Neil – Supported the concept & rationale for the project. Easier trails are needed in our area.

Ms. Hunter – Conceptually it's great, location is great but we should start to evaluate trail density recommendations. The Golden Horseshoe is an example of an area with too high of a trail density.

Mr. Reid – Trail density generally should be higher near population centers.

Mr. Carlson – I support the concept.

Mr. Tennal – Supported the concept for tiered trails. Is there enough space so can we can minimize sight lines to the homes?

Town of Breckenridge Breckenridge Open Space Advisory Commission

Mr. Brewer – I agree with Ms. Hunter's comments on trail density but think it is appropriate in this area. I would like to see re-vegetation/trail decommission efforts be more vigorous and less slash-based.

Mr. Cospolich – What kind of mode split would we get downhill? What trail would we want events on? I think we should discuss trail density in future.

BOSAC Retreat

Mr. Reid – Staff wanted to discuss the idea of a BOSAC retreat and get some initial information on member availability, member interest in a retreat, and potential topics that could be further investigated through a retreat.

Mr. Brewer – Support having a retreat and believe it will be a very useful way to educate ourselves on issues.

Mr. Tennal – Support having a retreat. Trail density is a good topic to investigate. Also look at passive open space management, particularly waterways.

Mr. Carlson – Great idea.

Ms. Hunter – Supported having a retreat. We should look at other user groups outside of our core BOSAC member interests.

Mr. O'Neil – Supported having a retreat. Boulder might be good look because of their history and complex management issues or it could also be beneficial to look a program that has more parallel issues like Aspen. A potential topic idea could be what would we want our open space and trails to look like in 20 years.

Mr. Cospolich – Look at items to help facilitate a visioning exercise for the future.

Next Meeting

The next regularly scheduled meeting is on June 18, 2012 in the Administrative Conference Room at the Breckenridge Town Hall (150 Ski Hill Road).

Mr. O'Neil made a motion to adjourn the meeting, which was seconded by Ms. Hunter.

The meeting was adjourned at 7:13 p.m.

Jeff Cospolich, Chair	



June 8, 2012

Paul Semmer c/o U.S. Forest Service- Dillon Ranger District P.O. Box 620 Silverthorne, CO 80498-0620

Dear Mr. Semmer:

Thank you for the opportunity to comment on the 2012 Dillon Ranger District Abandoned Mine Land Projects. The Town of Breckenridge is very interested in helping manage public land and recreational access throughout the Upper Blue basin, while also preserving and interpreting historical elements for which Breckenridge and the surrounding area are known.

The proposed clean-up effort described in your scoping notice contains a number of different approaches to the goal of cleaning up abandoned mine projects. We would like to comment on each subcategory separately, so that important clean-up work can proceed expeditiously while other sites can be spared immediate demolition to allow for additional historical evaluation.

The Town of Breckenridge fully supports the immediate implementation of the Abandoned Mine Land closure efforts initiated by the Colorado Division of Reclamation Mining and Safety to close, plug and otherwise secure the open shafts, adits and other physical mine hazards that exist, particularly in the Golden Horseshoe area. As joint landowners, the Town of Breckenridge and Summit County Government are also participating in these closure efforts to protect the public who use open space, and we look forward to implementation of these measures as soon as possible.

We also strongly support the efforts to remove all contemporary, non-contributing structures and materials from the various sites included in the proposal. The removal of the debris and contemporary structures will certainly improve these sites, and we believe immediate clean-up action is warranted.

However, in order to allow for a more thorough evaluation, we would also like to request a 30-day extension to the public comment period for a number of the projects listed in the comment notice. Specifically:

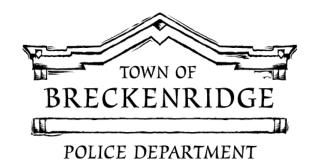
1. The Lincoln Townsite and Mine is an historically significant site that contains multiple structures that contribute to historical values of the site. These structures and the townsite as a whole have been thoroughly evaluated by Eric Twitty in his 2011 Lincoln Townsite report. We recommend that all of the contemporary debris and structures be demolished and removed, but that structures 10, 11, 1, 3 and 4 (as identified onsite at a field visit on 6/5/12) be retained and further evaluated to determine if it is advisable to stabilize, secure or otherwise retain these structures for historical interpretation. At a minimum, we request that demolition of these five structures be delayed so that additional evaluation can

- occur. Finally, we request that the historical Lincoln Mine Road be retained and not decommissioned so that the route can be further evaluated for inclusion in the travel management system.
- 2. The Governor Mine contains a number of contemporary structures and associated debris. Removal of these materials and structures would certainly be a public benefit and should be executed as soon as possible. However, we also believe that the stage stop structure at this site warrants additional evaluation. As discussed on the 6/5/12 site visit, the historic stage coach route passed directly through the site, and the primary structure served as the stage stop. We request that this structure be retained so its historical significance can be further evaluated, and the potential for stabilization and interpretation can be assessed.
- 3. The Monte Cristo area has multiple structures being considered for demolition. Following our recent site visit, we recommend that Monte Cristo cabins B and C be cleaned of all contemporary debris, and then left for potential day use and dry shelter for area recreationists. Both cabins appear to be structurally sound and maintained well enough to allow for incidental recreational use. If the contemporary debris is removed, the two sites will be significantly improved and the cabins could remain as a public resource. We also believe that Monte Cristo cabin A should be demolished and removed as indicated in your project proposal.
- 4. The Tony Mine site also contains a number of contemporary structures, coupled with some potentially significant historical resources. Given that we have not had adequate time to thoroughly evaluate this site, and the potential complications related to unpatented mining claims, we recommend that this site be more thoroughly evaluated to determine the best approach to clean-up the debris and structures while also protecting historical elements.

We understand that the long-term management and maintenance of any remaining historical structure at these sites may require additional resources. We are interested in discussing this topic further and potentially pursuing possible funding sources, but presently seek only to retain the structures so we can have the long term management discussion.

Thank you for the opportunity to comment on these proposed abandoned mine lands projects. If you have specific questions regarding this comment letter, please contact Scott Reid with the Town of Breckenridge's Open Space and Trails division at 970-547-3155 or ScottR@TownofBreckenridge.com.

John Warner, Mayo



NEWS FROM THE BRECKENRIDGE POLICE DEPARTMENT

For Immediate Release Contact: Detective Alex Blank Date: June 12, 2012 Phone: 970.453.2941 ext 3376

Breckenridge Police Department and Red, White and Blue Fire District Investigate Arson Near Cucumber Gulch

Multiple calls came into Summit County Dispatch on Monday afternoon, after smoke was sighted in the Peak 8 area. Firefighters from Red, White and Blue and officers from the Breckenridge Police Department responded to the area of Settlers Road and the Cucumber Gulch Trailhead, where a small wildfire was discovered. After the fire was contained and extinguished, investigators found items, which led them to believe the fire was intentionally set.

Investigators found multiple locations where fires were started or were attempted to be started. It's possible the fire could have been started on Sunday and may have been smoldering. As winds picked up Monday afternoon, the fire became hotter and began to spread. At the scene, investigators discovered a copy of the book "Home to Holly Springs" and a can of Cutter's bug spray, possibly used as an accelerant, along with matches.

The Breckenridge Police Department is asking that citizens who may have noticed any suspicious activity in this area or smelled smoke between Sunday and Monday afternoon to contact the Police Department at 970.453.2941, the Red, White and Blue Fire District at 970.453.2474 or the Arson Information Hotline at 1-877-892-7766 to share information.

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Planning Commission Staff Report

Subject: Shock Hill Tract E Mining Waste Rock Remediation & Variance

(PC#2012041: Class B Major- Combined Preliminary and Final Hearing)

Proposal: Remove mining waste rock from various locations throughout Tract E and

consolidate and cap waste rock in one on-site location. Revegetate disturbed soils

with native seed mix.

A variance from the Cucumber Gulch Overlay Protection District Ordinance is required in order to complete this project, which is within the Preventive

Management Area (PMA).

Date: June 12, 2012 (for meeting of June 19, 2012)

Project Manager: Chris Neubecker, AICP

Applicant/Owner: John Niemi; Mesa Homes Development

Agent: David Bohmann; Tetra Tech

Address: 260 Shock Hill Drive

Legal Description: Tract E, Shock Hill Subdivision

Site Area: 4.37 acres (190,357 sq. ft.)

Land Use District: 10: Residential-2 UPA, Single Family, up to 8-plex, townhouses

Subject to the Shock Hill Master Plan, which identifies this site for a lodge (condo-

hotel) with 66 SFEs existing on-site.

A portion of the lot, on the west side near the Nordic trail and below, is within the Preventive Management Area (PMA) of the Cucumber Gulch Overlay Protection

District.

Site Conditions: The site is undeveloped, except for the gondola mid-station in the southeast corner of

the site and a small sales office for the Lodge. The site is moderately forested with mostly lodgepole pine trees. There is an abandoned Nordic ski trail that crosses

through the center of Tract E.

The 100' gondola aerial tramway access easement crosses though the southeastern and southern part of the lot. There is a 25' public trail easement along the north lot line, and a 20' drainage easement along the northwest property boundary. Additionally, there are several trail easements on the west side of the property, either along the boundary with the proposed Tract E-2, or within Tract E-2. (Tract E-2 is contemplated

in the approved development plans, but has not yet been platted.)

The site slopes downhill to the south and west, at an average rate of 13% within the development area, and as much as 38% within Tract E-2, which is planned to be either

dedicated to the Town as open space, or retained by the owner with an open space conservation easement.

Adjacent Uses: North: Single Family Homes

South: Vacant Multifamily Housing Site (Tract C)

East: Shock Hill Cottages

West: Cucumber Gulch Preserve

Item History

Shock Hill, like many other areas of Breckenridge, was used for mining and mining exploration during the late 19th and early 20th century. As a result, there are several locations with rock waste from former mining operations located on the site.

On February 22, 2000 the Town Council adopted Ordinance 9, Series 2000, which amended the Land Use Guidelines by establishing the Cucumber Gulch Overlay Protection District, including a more sensitive area called the Preventive Management Area (PMA). The PMA includes areas near Cucumber Gulch that are within 300 feet of wetlands containing principal bodies of water, or within 100 feet of any other wetlands. The ordinance established a series of Best Management Practices for development within the Overlay District. The ordinance also prohibited most development activity within the PMA, but established a variance process to allow development under very limited circumstances when variance criteria are met.

On March 13, 2007 the Town Council approved a Development Agreement for Tracts C and E, Shock Hill, which authorized the transfer of 6 SFEs of density to Tract E, and 33 SFEs of density to Tract C, in addition to requiring Best Management Practices for development of the two tracts. One of the conditions of the Development Agreement was the dedication of a steep portion of the site nearest to Cucumber Gulch (Tract E-2) to the Town of Breckenridge.

On January 22, 2008 the Town Council approved the construction of the Shock Hill Lodge on this site (PC#2007108). The project was not built, and the applicants have obtained an extension of their development permit (PC#2010068), which expires December 13, 2013. The project has still not started construction, and the owners are currently working on a revised development plan for this area. It is anticipated that a revised plan will be submitted for review later this year.

Staff Comments

Tract E, Shock Hill contains several areas of waste rock from mining and exploratory holes. The applicants have completed a Phase I and Phase II Environmental Study of the property and have found elevated levels of lead and arsenic in some of the mining waste rock piles. Through a State of Colorado program called the Colorado Voluntary Clean-Up Program (VCUP), the applicants are proposing to remove waste rock from the mining areas and consolidate the rock on-site, and cap the consolidation area. All disturbed areas (including areas where rock is removed) are proposed to be capped with clean fill dirt, topsoil and revegetated with native seed mix.

Land Use (Policies 2/A & 2/R): The Cucumber Gulch Overlay Protection District is an amendment to the Land Use Guidelines. Within the Preventive Management Area (PMA), most development activities are prohibited, including:

D: "Removal or excavation of material such as soil, gravel or vegetation."

In order to move forward with this project, a variance from this policy is required. Staff has reviewed this request, and we have also asked the Town's Cucumber Gulch water quality consultants (Mark Beardsley and Brad Johnson, EcoMetrics, LLC) to review the proposal. Based on all of the information we have, including the permit already approved by the State of Colorado, staff supports the requested variance. We believe that the safety of the citizens, the health of wildlife and vegetation in and near Cucumber Gulch, and water quality conditions will all be improved through this project.

Following is the variance language from Ordinance 9, Series 2000:

14. Relief Procedures.

A. The Planning Commission or Town Council may grant a variance, exception or waiver of any requirement of these Regulations (collectively, "variance") upon a written request by a developer or owner of property subject to these Regulations. A variance shall be granted only upon finding that (a) a strict application of these Regulations would, when regarded as a whole, result in compensable taking of the property; or (b) the purposes of these Regulations will be adequately served by an alternative proposal or requirement (including any required mitigation, which shall be within the District), and (i) the granting of the variance will not result in a substantial degradation of the natural and wildlife features of Cucumber Gulch, and (ii) there is no other practical alternative. No variance by itself or in combination with other variances shall have the effect of nullifying the intent and purpose of these Regulations. Section 9-1-11 of the Breckenridge Development Code is not applicable to the granting of a variance under these Regulations. (Emphasis added)

Alternatives to On-Site Consolidation

Some alternatives to the proposed on-site consolidation include:

- 1. <u>No action. Leave the rock piles "as-is":</u> The existing waste rock piles have elevated levels of lead and arsenic. Leaving the waste rock "as-is" could allow these metals to pollute water sources near the site and potentially allow human exposure to these metals.
- 2. Consolidate waste rock under a structure, parking lot or other permanent man-made cap: There are no current plans to build a building or parking lot on this site. (The applicants are working on concept plans for the site, but the ultimate design and construction of a building on this tract are currently unknown.) As a result, it is not practical at this time to place the waste rock under a building or parking lot.
- 3. <u>Haul waste rock off-site and dispose</u>: The applicant also considered hauling the rock off-site. This solution would be extremely expensive, and would result in significant traffic impacts to the community. Also, hauling off-site was not one of the BMPs in the "Best Management Practices in Abandoned Mine Land Reclamation", and off-site disposal was not raised by the Colorado Department of Public Health and Environment during the review.

The Town's consultants have reviewed the proposed consolidation plan, and have agreed that the proposed plan is the most appropriate course of action for this site.

Site and Environmental Design (7/R):

This policy encourages developments that blend well into their site and take advantage of natural features of the site. It discourages development intensities that lead to compromised site functions. The overall design objectives of this policy are:

- To blend development into the natural terrain and character of the site
- To minimize the negative impacts of off-site views of grading and building massing
- To minimize site surface disruption; reduce the potential for erosion and other environmental degradation
- To generally develop in a visually cohesive manner while providing privacy for the occupants of the site and buffering to the neighboring properties as well.

The portion of the site where activity is proposed is primarily on the steeper portions of the site, downhill from the former Block Loop trail (below "the big rock"). This area is not highly visible from sites within Shock Hill, but is visible from Cucumber Gulch and from the gondola above. In order to complete this project, surface disruption around the rock piles and consolidation site will be required. Some vegetation removal will be required for this project. Some of the waste rock piles have small trees growing through them, which will be removed when the waste rock is removed. These are primarily small aspen trees, although some larger pine trees will also be affected. Trees on the downhill side of the reclamation areas will be protected from falling rock with chain link fencing.

Ridgeline and Hillside Development (8/R): This policy generally discourages development on ridgelines and hillsides, and encourages development to be placed elsewhere on the site, whenever possible. The policy is primarily intended to address construction of buildings, and to avoid placement of buildings in locations that are highly visible and that will interrupt the scenic backdrop of forested hillsides. It also addresses building materials, preservation of existing vegetation for screening, tree canopies, and exterior lighting.

The existing rock piles are located where they were historically. The existing waste rock sites need to be cleaned up in their existing locations, despite their locations on the hillside. The waste rock consolidation area could include: the proposed location, within an existing (but not natural) depression; within another location on-site and capped under a building; or in a location off-site. Based on recommendations from the State of Colorado, the applicant has proposed to consolidate the waste rock on-site. No significant impacts are expected relating to this policy.

Access / Circulation (16/A & 16/R; 17/A & 17/R): Vehicle access to the site is proposed along Penn Lode Drive, and a platted access easement. Vehicles will come into the site along the public trail easement on Tract E. The trail itself will be closed with barriers and signage during construction, which is expected to last 6 days. All disturbed trails and access easements will be returned to their existing conditions or better. The soft surface trails where the Town's Open Space Division is establishing grass will need to be re-seeded, and possibly topped with topsoil to establish the seed. We have added a condition of approval requiring that the applicant document the existing conditions of the trails prior to the start of construction.

Landscaping / **Revegetation** (22/A & 22/R): The disturbance areas will be reclaimed with new clean topsoil, and revegetated with native seed mix. Over time, these disturbed areas will grow in with new vegetation (grasses and wildflowers) to create a more natural appearance. Examples are included in your packet to show how a revegetated area might look after a few years.

The seed mix proposed for revegetation includes:

FOREST MIX 2012 SEED MIX MIDDLE PARK CONSERVATION DISTRICT, KREMMLING, COLORADO 970-724-3456		6-Mar-12
Species	Variety	Pounds in 100 lb Bag
Mountain Brom	Bromar	38
Orchard Grass	Paiute	5
Sheep Fescue	VNS/Covar	2
Pubescent Wheat Grass	Luna	12
Western Wheat Grass	Rosana	7
Smooth Brome	Manchar/Lincoln	6
Slender Wheat Grass	VNS/SanLuis	21
Alsike Clover	VNS	2
Timothy	Climax	1
Kentucky Bluegrass	Ginger/VNS	1
Red Clover	Mammoth	5

Staff finds that the proposed revegetation plan is appropriate for this project. We believe that this is the best solution for this site. This project should not affect site buffering, privacy or significant natural features. We find no reason to assign any negative points under this policy.

Drainage (27/A & 27/R): The waste rock piles and the consolidation area are uphill from Cucumber Gulch. As a result, surface water drains toward the gulch. This is one of the reasons why this project is proposed, in order to reduce the chances that lead and arsenic can get into the water supply below.

Once the waste rock piles are removed, the sites will be topped with clean fill and/or topsoil, and hydro seeded with the seed mixture listed above. At this point, all the waste rock will be removed, and the chances for contaminated runoff severely reduced.

In the consolidation pile, which is located in non-natural ditch or depression on site, the waste material will be placed and capped with clean soil and topsoil. These areas will also be hydro seeded. A diversion ditch will be installed uphill from the consolidation area to divert surface water around the consolidation pile.

Erosion Control

In order to prevent erosion of the topsoil layer from running off the site, best management practices have been included. These include installation of silt fences and straw wattles downhill from the work sites. The erosion controls will remain in place until the new vegetation is established.

Point Analysis (Section: 9-1-17-3): Staff finds no reason to assign positive or negative points under any Relative policies of the Development Code. We find that the project meets all Absolute polices, with the exception of Policy 2/A-Land Use as it relates to the Cucumber Gulch Overlay Protection District, for which a variance is requested.

Conformance with Relief Procedures

Staff believes that the proposed rock removal and capping work meets variance criteria "b" under the Relief Procedures of the Cucumber Gulch Overlay Protection District in that the proposal will adequately serve to meet the intent of the regulations designed to protect Cucumber Gulch. Specifically, staff feels that the proposed rock remediation has the potential to better protect water quality in the Gulch because the rock and soils containing heavy metals will be capped, thus reducing the chance of runoff into the Gulch. The proposal will not result in substantial degradation of the natural and wildlife features in Cucumber Gulch (criteria b.i.) and there is no practical alternative (criteria b.ii.), as discussed in the "Alternatives" discussion above.

Staff Recommendation

The Planning Department recommends approval of the Shock Hill Mining Waste Rock Remediation & Variance (PC#2012041) with the attached Findings and Conditions.

The Breckenridge Open Space Advisory Committee (BOSAC), the committee responsible for overseeing stewardship of Cucumber Gulch, will be reviewing the rock remediation proposal at their meeting on June 18. Staff will verbally relay any recommendations BOSAC makes at the Planning Commission meeting.

May 25, 2012

Mr. Chris Neubecker Planning Manager Town of Breckenridge 150 Ski Hill Road P.O. Box 168 Breckenridge, CO 80424

RE: Answers to Questions from the Town of Breckenridge Letter dated May 14, 2012 concerning the Shock Hill Remediation Plan

Chris, please find the attached answers to your questions regarding waste rock remediation plan for Shock Hill, Tract E. We look forward to discussing the project in greater detail during our meeting on Thursday.

Why is this project necessary? What are the State's rules, recommendations or process?

A Phase I Environmental Site Assessment (ESA) identified mine waste rock on Shock Hill Subdivision Tracts C and E (the Property) as a recognized environmental concern. A subsequent Limited Phase II ESA determined that arsenic and lead were present in the mine waste rock above both the Colorado Department of Public Health and Environment (CDPHE) residential Colorado Soil Evaluation Values (CSEVs) and naturally occurring background conditions. The Property is currently used for recreational purposes, and is also proposed for residential development. These factors create the likelihood of human exposure, including children, to elevated concentrations of arsenic and lead. The waste rock piles are also susceptible to runoff from precipitation events that could transport impacted sediments into Cucumber Gulch. A known environmental condition is present on the site, which creates liability for current and/or future owners that do not address the issue. While neither the State nor EPA is currently enforcing a cleanup action on the Property, there is no guarantee that they will not do so in the future. Therefore, the Property was enrolled in the CDPHE Voluntary Cleanup Program (VCUP) to address the environmental impacts identified on the Property.

Colorado's VCUP is a program designed to encourage cleanup of historically contaminated sites that would otherwise languish and continue to pose a threat to human health or the environment. The process for remediating a contaminated site under VCUP is to first prepare an application that includes a thorough site history and site characterization, along with the proposed remediation activities. CDPHE then reviews the application for completeness and protectiveness of the remedy given the current and proposed future land use. If the application is complete and includes adequate remedial actions, the CDPHE will approve the cleanup plan. The applicant then has one year to initiate remedial activities and two years to complete the remedial activities. If remedial objectives are successfully met, the CDPHE will issue a No Action Determination indicating that no further action is required to address site contamination.

The Colorado Department of Natural Resources, Division of Minerals and Geology published the guidance document *Best Practices in Abandoned Mine Land Reclamation*. A copy of the document is provided as Attachment 1. The document provides numerous best management practices (BMPs) to address waste from abandoned mines based on varying site conditions. For the Property, the following BMPs were determined to be appropriate:

#1 Diversion ditches
#2 Mine waste rock/tailings removal and consolidation
#3 Erosion control by re-grading
#5 Capping
#6 Vegetation

These BMPs were incorporated into the VCUP application for the Property, which was subsequently approved by CDPHE. The CDPHE determined that the cleanup plan would be protective of human health and the environment. The CDPHE approval letter is provided as Attachment 2.

What are the alternatives? What is the impact of no action?

The alternatives for handling the waste are as follows:

- 1. No action.
- 2. Excavate, consolidate, and cap on site.
- 3. Excavate and dispose beneath a building, parking lot, or other permanent man-made cap.
- 4. Excavate and dispose off site.

As mentioned above, the impact of no action would be to knowingly allow human exposure to soil contaminated with arsenic and lead above CDPHE residential CSEVs and to leave the waste rock piles susceptible to transport of impacted sediments during precipitation events. There are no buildings available to bury the waste below.

Can the waste rock be hauled and disposed off-site, rather than next to the Gulch?

It is possible for the waste rock to be hauled and disposed off-site. However, this is not one of the BMPs identified in the *Best Practices in Abandoned Mine Land Reclamation*. In addition, this alternative was not raised by the CDPHE during discussions of their definition of appropriate remedies. On-site consolidation and capping of waste rock and tailing materials is a common and preferred approach that has been used effectively to mitigate environmental risk associated with these materials. This approach also prevents unnecessarily using landfill space. These methods have been successfully implemented under the direction of the CDPHE and EPA at numerous abandoned mines in Colorado, including Superfund and National Priorities List (NPS) sites with much larger quantities of waste and much higher concentrations of metals.

Hauling the waste rock for off-site disposal is also considerably more expensive than on-site consolidation and capping. The estimated landfill fees for the projected volume of waste rock is approximately \$60,000, which alone is more than the total anticipated cost of the project with on-site consolidation and capping as a remedy (those costs also include the VCUP application, additional characterization, pre- and post-remediation surveys, revegetation, and remedy documentation/reporting). The landfill alternative would also add approximately \$12,000 in trucking costs and \$2,000 in material profiling. In addition, trucking to a landfill adds to the overall environmental impact of the project. Approximately 2,540 miles will need to be driven by tandem dump trucks to transport the waste rock to the landfill, which assumes 685 CY of waste rock and an average load of 11 CY. The trucks will use approximately 320 gallons of diesel fuel to transport the waste rock, assuming an average fuel efficiency of 8 miles per gallon for a tandem dump truck. Consolidation and capping on-site will also prevent the need for increased truck traffic in town, and, as importantly, in and out of the subject clean-up areas.

Please show the PMA boundary on the proposed site plan. (Per the PMA Ordinance, the PMA boundary is 300 feet from bodies of water, and 100 feet from other wetlands.)

The PMA boundary as provided in the PMA Guidance Exhibit A has been added to the proposed site plan. The figure is provided in Attachment 3.

What are the existing conditions of the site? (Please document conditions in survey and photos).

Tract C and the eastern portion of Tract E are relatively flat with a general slope from north to south-southwest. The elevation of these portions of the Property ranges from approximately 9,789 feet above mean sea level (amsl) on the northern end to approximately 9,760 feet amsl on the southern end. The western portion of Tract E drops off sharply to Cucumber Gulch at an approximately elevation of 9,720 ft amsl. The waste rock piles are predominately located on this hillside. The waste rock piles are largely void of vegetation. The greatest occurrence of vegetation on the waste rock piles were small aspens. Grass and small evergreen trees were observed in limited areas. Photos of the Property are included in Attachment 4.

What are the proposed "post work" conditions? What will the site look like? (Revegetation of trees? Seed only?)

The former waste rock piles will be excavated to approximately 6 inches below the surrounding land surface and graded to match adjacent topography. The areas will then be covered with approximately 6 inches of topsoil and hydroseeded. The consolidation area will be covered with 1 foot of clean fill and 6 inches of topsoil and then hydroseeded. Example photos of a reclaimed/revegetated hillside following removal of waste rock piles are provided in Attachment 5. Also included in Attachment 5 are photos of consolidated and capped waste rock materials from a VCUP project that utilized the BMPs identified in the guidance document *Best Practices in Abandoned Mine Land Reclamation*. All photos in Attachment 5 are from projects completed in Breckenridge.

The proposed seed mix options for reclamation include an NRCS native mix for Summit County and the new native seed mix developed for the Breckenridge Ski Area. We will utilize the mix that is preferred by the Town of Breckenridge. The hydroseeding will also include an organic tackifier to hold the seed and mulch on the slope of the hill until vegetation is established. In addition, a fast growing, annual rye grass will be included in the seed mix. This will allow for rapid vegetative growth to stabilize the disturbed areas, but will not inhibit future native seed growth. The plan includes use of a slow release, organic fertilizer to help successfully establish vegetation. The fertilizer details are provided in Attachment 6.

What is the impact of tree removal on the visibility of the proposed development uphill?

Use of the existing Nordic/hiking trails will minimize the need for tree removal; however, some trees will need to be removed due to the nature of the activities. Small trees growing on top of or on the edge of the waste rock piles will need to be removed to allow removal of the waste rock. Due to their size, these small trees will not impact the visibility of the proposed development. It is anticipated that a small number of larger trees will need to be removed to allow the excavation equipment to access the waste rock piles. In all instances, protecting existing trees will be a priority and tree removal will be kept to a minimum.

Can downhill trees be protected from rock fall?

Several options are available for protecting trees from rock fall. The majority of the waste rock material is less than 6-inches in diameter; however, larger pieces of rock are present. Given the nature of the material to be excavated, standard chain-link fencing would be appropriate to protect trees below the work area. More robust ring or cable type rockfall netting is not considered necessary for this material. Sections of chain-link fence can be temporarily installed immediately below the work area and moved to new locations as the work progresses. Silt fence or other fabric material can also be placed over the fence to capture finer material.

What is the proposed access route? Will the access routes be revegetated after heavy equipment damage?

The proposed access route is via Penn Lode Drive. The existing Nordic/hiking trails will then be used to access the waste rock piles. Per the bullet below, the Town of Breckenridge Open Space and Trails division seeded these trails in the fall of 2011. The trails will be returned to pre-work conditions, including replacing topsoil and seeding with the mix designated by the Open Space and Trails division.

What type of machinery is needed to do this work?

A trackhoe, wheeled front end loader, and tracked skid steer are required to complete the excavation work. A support pick-up truck will also be used during excavation. An ATV or pick-up truck will be used to pull the hydroseed trailer.

Once started, how long will the project take to complete? (Note that the public trails are closed until July 9th.)

The excavation portion of the work is expected to take 5 days, and covering with topsoil and seeding expected to take 1 additional day.

Please survey the waste rock piles and proposed consolidation site in the field with stakes.

The waste rock piles and consolidation area are in the process of being surveyed, and will be flagged or staked at that time. One flag is currently in place in each of the waste rock piles as an identifier.

Please provide a trail closure plan. Public trails will need to be closed with signage, and detour routes posted.

A trail closure plan has not yet been created. We will work the Open Space and Trails division to prepare a trail closure plan and implement with signage and detour routes.

Some of the waste rock piles are bisected by property lines. Have you talked with adjacent property owners about how your project will potentially impact their property? (I believe that the Theobald Family owns the property to the north, along the property line where some work is proposed.)

One waste rock pile is bisected by the northern Property boundary. We have not yet discussed the work with the adjacent property owner, but will do so prior to initiating work. The work on the Property will not impact their property since we will not be crossing the Property boundary to perform any work. This means that half of this particular waste rock pile will remain in place after the completion of work on the Property.

The proposed consolidation area is in an existing drainage gully. Why is this area the best consolidation area, considering the natural drainage through this area? (Could consolidation in this area lead to more potential impacts to water quality of the Gulch?)

The proposed consolidation area was selected because it is the location of a former adit or portal, and represents a man-made depression that can be filled to return the area to a topography more representative of surrounding, natural conditions. The drainage gully is not natural and does not drain areas above the depression. The only drainage would be from precipitation or snow melt from directly in the depression or the areas immediately adjacent to the depression. See photos 1 and 2 in Attachment 4 for an overview of the existing conditions of the proposed consolidation area.

The consolidation area will be capped with 1 foot of clean soil and 6 inches of topsoil, and then hydroseeded to establish vegetation and stabilize the cap. These measures mitigate the potential for contaminated sediment to impact water quality in Cucumber Gulch.

Please describe any proposed Best Management Practices for short term and long term drainage.

Straw waddles and/or site fence will be used downhill from the excavation and consolidation areas to address potential drainage during remediation activities. The consolidation area will be raised slightly above the surrounding land surface to prevent stormwater run-on and potential erosion. In addition, shallow diversion ditches will be constructed uphill from the consolidation area to capture and direct stormwater around the consolidation area. During the May 10th site visit, the Town of Breckenridge representatives indicated they would like small culverts beneath the trail at the locations where the diversion ditches direct water. This will be incorporated into the final remedy.

How will the existing Nordic ski trail be affected by the proposed consolidation site? Will the grade of the trail be affected?

The work can be accomplished without affecting the existing Nordic ski trail. However, during the May 10^{th} site walk, the Town of Breckenridge representatives indicated the possibility of raising the portion of the trail immediately below the consolidation area if needed to accommodate the waste rock. This portion of the trail is currently a low spot that corresponds with the man-made depression (Attachment 4, photos 1 and 2). Raising this portion of the trail would allow the downhill slope of the consolidation area to be minimized, reducing the potential for erosion.

All existing public trails will need to be returned to their current condition. (The Town's Open Space division re-seeded these trails in the fall of 2011, and is trying to establish vegetation on the trails.)

The existing Nordic/hiking trails will be returned to their current condition, including replacing topsoil and seeding with the mix designated by the Open Space and Trails division.

Please show the proposed dedication parcel and other property lines on the map showing the rock piles.

A figure showing the proposed dedication parcel and requested details is provided in Attachment 7.

Consider making the dedication parcel an easement or private open space with our trail easements.

Mesa Homes Development will consider this option, and are open to further discussion with the Town on this topic.

We want to have your remediation plan reviewed by the Town's Cucumber Gulch consultants, and you will be required to reimburse the Town for this expense.

Mesa Homes Development will reimburse the Town for reasonable review time by their consultants. If the review is expected to exceed 3 hours, please provide an estimate for the total review cost.

Respectfully,

John D. Niemi

CEO

Mesa Homes Development

David J. Bohmann, P.E.

Senior Engineer

Tetra Tech

STATE OF COLORADO

John W. Hickenlooper, Governor Christopher E. Urbina, MD, MPH Executive Director and Chief Medical Officer

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http://www.cdphe.state.co.us



May 8, 2012

Mr. Tom Espel Shock Hill Partners, LLC 700 South Seventh Street Fargo, ND 58103

RE: Voluntary Cleanup Application for Shock Hill, Breckenridge, CO

Dear Mr. Espel:

The Colorado Department of Public Health and Environment (the "Department") has reviewed the voluntary cleanup plan submitted on behalf of Shock Hill Partners, LLC (the Applicant), concerning the property identified in the application and known as Shock Hill, in Breckenridge, Colorado (the site). This review was limited to the materials submitted by the Applicant, as well as those materials required by 25-16-304(2) C.R.S.

Based on this review the Department has concluded that, if fully and properly implemented, the plan will attain a degree of cleanup that does not present an unacceptable risk to human health or the environment based on the property's proposed future, which will be residential.

In accordance with the Voluntary Cleanup and Redevelopment Act 25-16-301 to 311, C.R.S., the Department hereby approves the voluntary cleanup plan submitted by the Applicant for the property identified in the application and known as Shock Hill, in Breckenridge, Colorado. It is the opinion of the Colorado Department of Public Health and Environment that upon completion of the voluntary cleanup plan no further action is required to assure that this property, when used for the purposes identified in the voluntary cleanup plan (Residential), will be protective of existing and proposed uses and does not pose an unacceptable risk to human health or the environment at the site.

The approval of the voluntary cleanup plan by the Department, and the Department's conclusions and opinions relating thereto, apply only to conditions on the property and state standards that exist at the time of submission of, and which were addressed in the voluntary cleanup plan application. The submission of any materially misleading information by the Applicant in the context of a voluntary cleanup plan shall render the Department's approval of the plan void. Also, failure of the Applicant to materially comply with the voluntary cleanup plan shall render the Department's approval of the plan void.

May 8, 2012 Mr. Espel Page 2

Further, if the voluntary cleanup plan is not initiated within twelve months after approval by the Department, or completed within twenty-four months after approval or within a Department approved extension for completion of the voluntary cleanup plan, the approval shall lapse, and reapplication and Department approval pursuant to 25-16-306(4), C.R.S. is required prior to implementation of the lapsed voluntary cleanup plan.

Within forty-five days after completion of the voluntary cleanup described in the plan approved by the Department, the Applicant shall provide to the Department a certification from a qualified environmental professional that the voluntary cleanup plan has been fully implemented. Any person who fails after initiation of an approved voluntary cleanup plan, to fully and properly implement the plan, may be required by the Department to take further action, provided such action is authorized or required under applicable state laws and regulations.

The Applicant shall comply with all applicable federal, state, and local laws or regulations and shall obtain all necessary approvals or permits to conduct the activities required by the voluntary cleanup plan. The Department makes no representation with respect to approvals or permits required by federal or local laws or regulations or state laws or regulations other than the Voluntary Cleanup and Redevelopment Act.

Further, the Department shall not be liable for any injuries or damages to persons or property resulting from acts or omissions of the Applicant or those acting for or on behalf of the Applicant, including its officers, employees, agents, successors, representatives, contractors, or consultants in carrying out the activities required by the voluntary cleanup plan. Nothing in the Department's approval of the voluntary cleanup plan, or the Department's conclusions or opinions relating thereto, shall constitute an express or implied waiver of sovereign immunity otherwise applicable to the Department, its employees, agents, or representatives.

Nothing in this letter shall be construed to limit the Department's authority, and the Department reserves all rights and authorities to bring any action pursuant to applicable state laws or regulations.

If you have any questions, please call me at (303) 692-3411.

Sincerely,

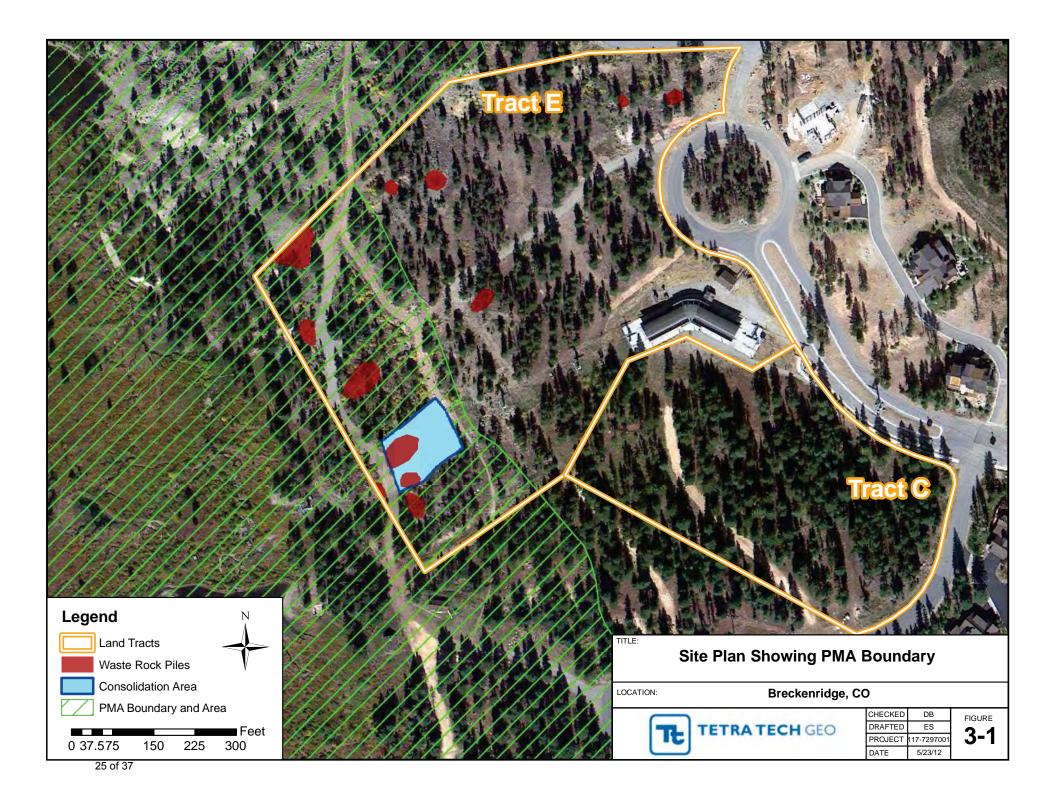
Fonda Apostolopoulos

Voluntary Cleanup Program

Cc: RV120326-1

Attachment 3

Site Plan Showing PMA Boundary



Attachment 4
Photographic Log of Existing Site Conditions



Photo 1: Proposed consolidation area from below.



Photo 2: Proposed consolidation area from above.

Shock Hill Subdivision Tracts C and E Photographs

STAFF: Stockwell/Bohmann
DATE: 05/10/2012

OCATION: 200 and 260 Shock Hill Drive 27 of Breckenridge, Colorado 80424





Photo 3: Typical waste rock pile.



Photo 4: Typical waste rock pile.

Shock Hill Subdivision Tracts C and E Photographs

STAFF: Stockwell/Bohmann
DATE: 05/10/2012

200 and 260 Shock Hill Drive 28 of Breckenridge, Colorado 80424





Photo 5: Typical waste rock pile



Photo 6: Typical waste rock pile

Shock Hill Subdivision Tracts C and E Photographs

STAFF: Bohmann

DATE: 05/24/2012

200 and 260 Shock Hill Drive 29 of Breckenridge, Colorado 80424



Attachment 5
Photographic Log of Example Reclamation Projects



Photo 1: Example of reclaimed/revegetated hillside after waste rock removal.



Photo 2: Example of reclaimed/revegetated hillside after waste rock removal.

Mine Waste Rock Reclamation Photos

STAFF: Bohmann
DATE: 05/24/2012

LOCATION: Breckenridge, Colorado

31 of 37

TETRA TECH GEO



Photo 3: Example of waste rock consolidation area; work completed under VCUP program using CO Best Practices for Abandoned Mine Reclamation.



Photo 4: Example of waste rock consolidation area; work completed under VCUP program using CO Best Practices for Abandoned Mine Reclamation.

TITLE: STAFF: Bohmann **Mine Waste Rock Reclamation Photos** DATE: 05/24/2012 LOCATION: Breckenridge, Colorado TETRA TECH GEO

32 of 37

Attachment 6

Organic Fertilizer Details

RICHLAWN ORGANIC 100

3-6-3

with Mycorrhizae & Humates

Manufactured by

Richlawn Turf Food, LLC

15121 WCR 32, Platteville, CO 80651

Net Weight 50 lbs. (22.68 Kg.)

GUARANTEED ANALYSIS

Total Nitrogen (N)	3.0%
2.90% Water Insoluble Organic Nitrogen*	
0.10% Water Soluble Organic Nitrogen	
Available Phosphate (P ₂ O ₃)	6.0%
Soluble Potash (K ₂ O)	3.0%
Calcium (Ca)	10.0%

Plant Nutrient Sources: Dried Poultry Manure, Bone Meal and Sulfate of Potash.

*2.90% Water insoluble nitrogen from Dried Poultry Manure and Bone Meal.

Non-Plant Food Ingredients

Humates		
Endo Mycorrhizae	30,000 Propagules	

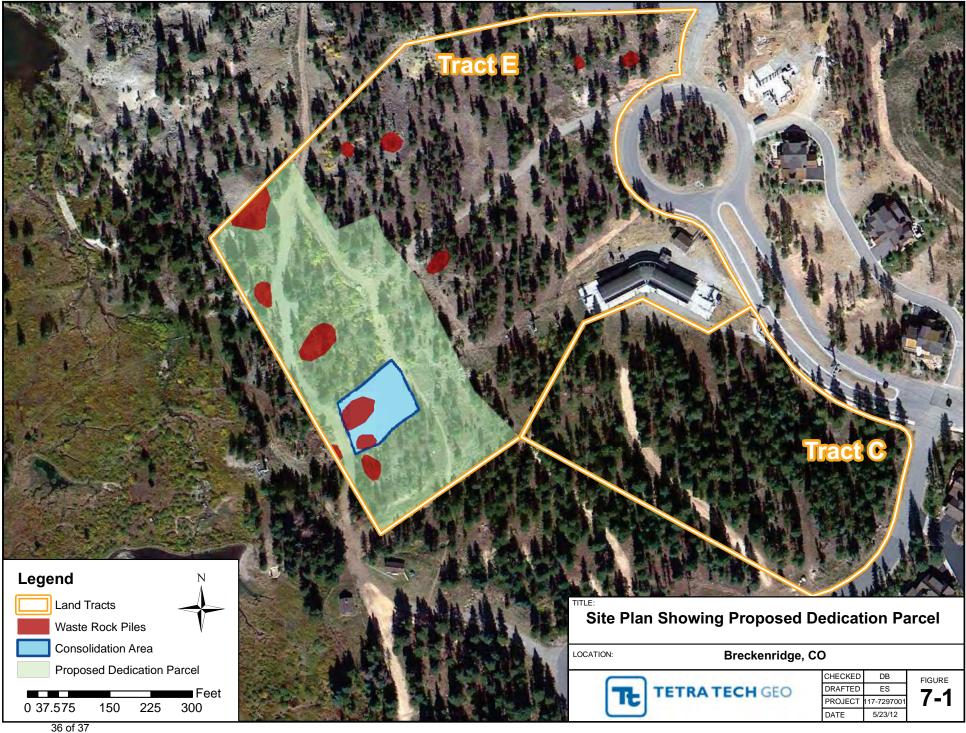
7500 Propagules Glomus mosseae

7500 Propagules Glomus etunicatum

7500 Propagules Glomus intradices

7500 Propagules Glomus aggregatum

Attachment 7
Site Plan Showing the Proposed Dedication Parcel





MEMORANDUM

TO: BOSAC FROM: Staff

DATE: May 22, 2012

SUBJECT: BOSAC Meeting Norms

Staff has put together meeting norms below for BOSAC. This is something that the Town currently does on a regular basis with the Planning Commission and which is being carried over to other Town Commissions. The Staff will include a copy of the norms in the packet occasionally and when new members are appointed. The purpose of these norms are two fold (1) to assist in running effective and productive meetings and (2) developing a relationship between the staff and Committee members.

The Town and the Town staff value the input and efforts on the part of Committee members and desire to improve the communication between the two. If you have questions about any of these, or feel that this list needs to be modified, suggestions are encouraged.

Please keep these standards in mind during the meetings.

- 1. Read packet materials and be prepared for discussion on those items.
- 2. One person speaks at a time.
- 3. Ascertain the opinion of the majority of the Commission, and then resist filibustering when it's obviously contrary to the majority opinion.
- 4. Avoid lengthy explanations of your opinions of and position on issues before BOSAC.
- 5. Respect your fellow Commissioners, staff and guest speakers.
- 6. Do not have sidebar conversations while others are speaking.
- 7. Minimize repetition.
- 8. Stay focused on the topic or project at hand.
- 9. Summarize decisions made.
- 10. Once a decision is made, do not reintroduce the topic.
- 11. Focus discussions and comments on big picture items rather than smaller issues more administrative or technical in nature.
- 12. Approach staff with potential agenda items prior to the meeting (rather than at the meeting) so that issues can be vetted prior to the meeting or placed on the BOSAC agenda.
- 13. When unable to attend meetings, let staff know, and follow up with staff or other members for meeting summaries, and read pertinent minutes.
- 14. Contact the Planning Director with any concerns and/or issues that you feel are being handled inappropriately, or other problems that you may be having related to the conduct of the commission's business. We'd like to hear from you prior to the meeting so that we are better prepared to respond to your concerns.
- 15. Avoid discussions via email unless absolutely necessary. In person communication during BOSAC meeting is the standard and preferred approach to facilitating discussions.