



AGENDA  
HAYDEN TOWN COUNCIL MEETING  
HAYDEN TOWN HALL – 178 WEST JEFFERSON AVENUE  
THURSDAY, MARCH 3, 2022  
7:30 P.M.

ATTENDEES/COUNCIL MAY PARTICIPATE VIRTUALLY VIA ZOOM WITH THE INFORMATION BELOW:

Join Zoom Meeting

<https://us02web.zoom.us/j/81996476776?pwd=N284bThVSlc4amplZ3oyb0VMTUNKUT09>

Meeting ID: 819 9647 6776

Passcode: 700776

One tap mobile

+16699009128,,81996476776#,,,,,0#,,700776# US (San Jose)

+12532158782,,81996476776#,,,,,0#,,700776# US (Tacoma)

THE TOWN WILL ALSO BROADCAST MEETINGS ON FACEBOOK LIVE AT THE TOWN'S FACEBOOK PAGE AT

<https://www.facebook.com/coloradohayden/>

**\*OFFICIAL RECORDINGS AND RECORDS OF MEETINGS WILL BE THE ZOOM RECORDING AND NOT FACEBOOK LIVE. FACEBOOK LIVE IS MERELY A TOOL TO INCREASE COMMUNITY INVOLVEMENT AND IS NOT THE OFFICIAL RECORD. \***

WORK SESSION 7:00 P.M. – 7:30 P.M.

1. STAFF REPORTS

REGULAR MEETING – 7:30 P.M.

- 1a. CALL TO ORDER
- 1b. OPENING PRAYER
- 1c. PLEDGE OF ALLEGIANCE
- 1d. ROLL CALL

2. CONSIDERATION OF MINUTES

- A. Regular Meeting February 10, 2022
- B. Regular Meeting February 17, 2022

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3. PUBLIC COMMENTS

Citizens are invited to speak to the Council on items that are not on the agenda. There is a 3 minute time limit per person, unless otherwise noted by the Mayor. Please note that no formal action will be taken on these items during this time due to the open meeting law provision; however, they may be placed on a future posted agenda if action is required.

4. PROCLAMATIONS/PRESENTATIONS

5. CONSENT ITEMS

Consent agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a Councilmember, member of the audience or Town staff requests the Council to remove an item from the consent agenda.

- A. Review and Consider for Approval Payment Bill Vouchers dated February 23, 2022 in the amount Page 15

*NOTICE: Agenda is subject to change. If you require special assistance in order to attend any of the Town's public meetings or events, please notify the Town of Hayden at (970) 276-3741 at least 48 hours in advance of the scheduled event so the necessary arrangements can be made.*

of \$38,068.12

- B. Review and Consider for Approval Payment Bill Vouchers dated February 24, 2022 in the amount of \$278,098.45 Page 17
- C. Review and Consider for Approval of the Appointment of Cassie Wright, Susan Koehler and Katherine Thornton as Board Members to the Hayden Arts Commission Page 22

**6. OLD BUSINESS**

- A. Public Hearing: Ordinance No. 712, An Ordinance of the Town Council of the Town of Hayden, Colorado, Permitting, Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date Page 33
- B. Review and Consider for Approval of 2<sup>nd</sup> Reading of Ordinance No. 712, An Ordinance of the Town Council of the Town of Hayden, Colorado, Permitting, Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date  
Review and Consider Approval of Section (need section here) for short-term rentals within the development code. Page 39

**7. NEW BUSINESS**

- A. Review and Consider for Approval of Resolution 2022-05 A Resolution of the Town of Hayden, Colorado Adopting a Fee Schedule Page 43

**8. PULLED CONSENT ITEMS**

**9. STAFF AND COUNCILMEMBER REPORTS (CONTINUED, IF NECESSARY)**

**10. EXECUTIVE SESSION (IF NECESSARY)**

**11. ADJOURNMENT**

Mayor Wuestewald called the special meeting of the Hayden Town Council to order at 6:31 p.m. Mayor Pro Tem Reese and Councilmembers Banks, Bowman, Corriveau, Gann, and Hollifield present. Also present were Town Manager, Mathew Mendisco, Town Clerk, Sharon Johnson, and Planning and Zoning Director, Mary Alice Page-Allen.

OPENING PRAYER Mayor Wuestewald offered the opening prayer.

PLEDGE OF ALLEGIANCE Mayor Wuestewald led the Pledge of Allegiance.

OLD BUSINESS

Presentation and Discussion regarding Development Plans for Town owned property located at 135 S Walnut Street

Mathew Mendisco, Town Manager explained the Town of Hayden has gone through a restructurizing who we are, what we want to be, and where we are going that produced some very specific statements regarding purpose, vision and mission. Mathew reviewed our core values. Mathew reviewed the history of the building both date of build, square footage of useable space, past uses, as outlined in our Historical Structural Assessment (HSA). It has been vacant for about thirty years. There was use in the building for a little while. The HSA points out the average rating of the building is poor condition which is the lowest rating within the HSA. There are some things rated good and fair, the average rating is poor. Work completed by the Town since the HSA on January 21, 2021 is 90% construction documents and some roof repairs to keep water out of the building. Current funding for hazardous mitigation work for meth, asbestos and lead. We must install all new underground facilities because they have all collapsed. Have money for the new building construction documents. Mathew reviewed the funding we have for the project. Current estimate for restoration or new building is \$2M. There is a different in the cost per square foot due the increased footage of the new building. Mathew reviewed the Master Plan as it applies to the building decision and the desires of the community. The plans for the building uses submitted to the granting agencies is first a business accelerator space, for maximized economic development opportunity and second enhanced affordable housing for school district and municipal employees. The building must be built into the character of the neighborhood. Mathew provided a final breakdown: historical renovation would provide one affordable housing unit, one job created, use will remain the same, \$634 per sqft renovation cost, 3,152 sqft of useable space and 30% percent of the building saved; new building construction would provide three affordable housing units, one job created, use will remain the same, \$444 per sqft construction cost, and approximately 4,500 sqft of useable space. The concept of the building was to move the economic chances forward. These are the things to consider in your decision tonight moving forward. Councilmember asked about funding for building the new building. Funding for the new building fell through and looking for new funding opportunities. Mathew went through those options. Mayor Wuestewald opened up for public comments.

**Patrick Delaney, 198 E. Lincoln Ave, Hayden, CO** Thanked the council for hearing the request at the last meeting to open up for public comments and regardless of the outcome you have provided the opportunity for discussion and grateful. He supports the town working with the developer to achieve a laudable goal of infrastructure, affordable housing or economic development, he is not sure the town should be in the business of developing property. This presents a speculative risk that may not be acceptable to our citizens. Whatever you decide to do I encourage you to work with the developer and leverage the opportunities unique to the town as a municipality and collaborative create a heritage rich project that we all can be proud of. The building has been part of our community for more than a century once it's gone its gone. Whatever the character is that once defined Walnut Street goes with it. People say old buildings like this can't be salvage and that's a myth; Tammie and I owe two historic buildings that are still quite useful and vibrant today. People are drawn to historic structures made useful today. Although the current condition of the building today is sad, the false front, elevated ceiling in the commercial space and locally sourced building materials all make for compelling reasons to rehabilitate this into a unique commercial residential building. Embrace the opportunity. Our community is going to be better for it.

**Minnie DeMorat, 348 Lakeview Road, Hayden, CO**

In Hayden five years, invited to speak and agree with Mr. Delaney. I was reading your vision to be a welcoming, inclusive community that honors our heritage while planning for the future; I feel like restoring the historical building is important to this community and help define the other buildings that can be restored to their original state.

**Essam Welch, 265 W Washington Ave/Iron Wheel, 140 S Walnut St, Hayden, CO**

I own the building across the street and intend to own it for a long term to provide a service to our community and a living for my family. I provide affordable living space above my building. I am a private business owner and property owner. I would love to have a business and affordable housing across the street, I do not want it to be the Town of Hayden or the government. I do not believe this is your business to get involved in whatsoever. I would love to see the place preserved by the business person that buys the place.

**Bonnie Girton, 129 S. Poplar St., Hayden, CO**

I manage the coffee shop @ The Historic Hayden Granary and have served on the Historic Board. Mostly my comment is I love history and that's part of the reason I love this town so much. I am very appreciative of the response of the council and Mathew Mendisco to allow us to have this meeting to discuss how we feel as community members, the transparency of that and all the work that you do. If we can preserve the history, that is my heartbeat.

**Tena Frentress, 101 N 2<sup>nd</sup> St., Hayden, CO**

I am a fourth generation haydenite, where our family is raising our sixth generation of haydenites. My family homesteaded north of Hayden. As I see it, the building is in very, very bad shape. At best only 50% of it can be utilized. I knew Ferry Carpenter personally, the most important thing you need to know about Ferry Carpenter is he is exactly as Mathew Mendisco described him. He was extremely progressive. He believed NWCO should be progressive, prosperous,

and well regarded. He tried to improve the opportunities for education and so the idea that we could do something for the school or community in terms of affordable housing would appeal to him. His focus was on what he could do for the town, he promoted the power plant, gave away part of his pristine pastures for the railroad to come through. He wanted this town to put its best face forward at all times and not doing the right thing with that building would not accomplish that at all. Mr. Carpenter's legacy has been commemorated both with the Babson-Carpenter Vocational and what remains of the cattle ranch. The concern of government being in real estate business can be taken up at a later date. The availability of commercial space is here. Let the town moved forward. Thank you for the meeting as there is nothing more important than transparency.

**Chuck VeDepo, 402 Clover Cr., Hayden, CO**

I agree with much of what Tena shared. I go back to what drew us to the community from Steamboat Springs with two young children; ability to purchase a house we could afford and still go on a vacation and a school district with an elementary school doing well. I don't believe this is a position the Town of Hayden wants to be in. For an opportunity to have an incentive package for town employees and school district employees. Let's explore a third unit in our community; our church membership has decreased in the last 30 years from 130 to 51 and with that goes the families, the community involvement and the fabric. If there is a chance to attract good help and a commitment from the town to provide housing at a fair market value. Our new school should attract new families and we need teachers and the ability to provide housing will help move the community forward.

**Michael Schott, 258 Harvest Dr., Hayden, CO**

I have lived in Hayden for two years from Steamboat Springs and Clark and various places outside the state. I have a handyman service and greenhouse builder; I am a retired project manager in construction. I have been looking into the history of Hayden and was wondering around town and was pointed our Ferry's office. I was intrigued and had a chance to look around and two days later I found out there was a plan to tear it down. I took the time to look around the building again. He shared his experience in mitigation and restoration. In perspective the building is not that bad and I don't think you should tear down something that has a potential use.

**Dallas Robinson, 300 S. Spruce St., Hayden, CO**

Long time resident, lived here all my life, own a business here, third generation. I am not 100% sure how I feel about this one way or the other. I would like to make a few points to the council; we live in a culture right now where the world is trying to destroy history and rewrite it and heritage. When heritage, history and character is destroyed it is very hard, if at all, possible to recreate. With that said, I grew up in that building and I know what kind of pile it really is. I get that. I also am a constructor and believe it is doable. I want to go harken back to what I believe Essam was getting at. We live in a town of working-class people; we don't have all the money in the world to pour into anything all at once. When people in this town and the families that call this home. If you call this home, you are my brother and sister. It requires a 30-year mortgage and our homes are our retirement. What that means to me is this, they come to town hall and look at the

master plan and zoning. It may take them 30-40 years to do that. When you and those before you have sent out a message that this what we want to be, don't be so quick to change. I am not saying not to tear down the building, do something. This town has always struggled to find out who we are, to have an identity. People have come to the small town, historic feel and the comfortableness of the culture. Hayden needs some character and it sounds like you want to preserve that. Essam came to Town Council and looking at the vision and he invested everything he had to get onboard with the vision. What effect would this have on Essam. The bottom line is, if the town throws its hat in the game with funds the rest of us don't have and compete with the private man and diminish what he has built, diminish his investment because he has an old building there struggling to keep. Think how it affects them moving forward.

**Amy Williams, 413 Meadow Brook Ct., Hayden, CO**

When I was being interviewed by the consultants for the Master Plan, they asked, "So what is it you want? What do you want for the Town of Hayden?" I said one word, "More". So, if we have the opportunity to have three affordable housing units instead of one, take it. If we have the opportunity to create economic stimulation, a business incubator in that building and have people coming in and out of it that can then see Roost and other businesses across the street and frequent that, let's do it. I understand the public versus private investment question; at this point the town has it and they are moving forward. At least it is not your town seating on its hands doing nothing as a major industry is going to go away and not trying to replace it with anything. This is your government trying harder to keep Hayden a vibrant, growing community. That building has sat doing nothing for the entire time I have been a part of Hayden. I don't have knowledge of a single business to occupy it or have any vitality coming out of there. Why would we not take the opportunity to rebuild it. I think that the minute amount of historic character that is in that building can easily be respected and noted with a new building that gets a more.

**Tammie Delaney, 198 E. Lincoln Ave., Hayden, CO**

You have heard most of my points. One thing I just want to and feel very strongly about is vision and future. I have always looked at past, present, and future and how important that is. I had such a great opportunity to listen to our community during the Hayden Comprehensive Plan that was completed in 2005. As the project manager for that and with Vision 2030, which was listening to five municipalities across the county, as well as Routt County itself. Then participating in the Hayden Forward Plan which I thought was outstanding and especially for the town to accomplish that during COVID was really remarkable. I ask you to really consider and to look at the values and the goals and what people said. It is important. The other thing is with historical preservation, it doesn't mean it has to be the same as it was, the look and feel of the authenticity is essential. I am passionate. Authenticity and the real deal are who we are in Hayden and that is something you are marketing and it is important. Everyday, in the Granary, I have people walk in and say what a cool old building. It can be done. I will just end with "can't never could" is my dear friend, Donna Hellyer. There is opportunity there.

**Emily Waldron, 573 E. Washington Ave., Hayden, CO**

I serve on the Planning Commission and on the Hayden Heritage Center's Board. I

am here tonight as a private citizen. I do have a couple of questions. Do you already have educational institutes on board for the business accelerator? And if so, who are they? Mathew Mendisco, responded with CNCC and what it will look like and they will support it. You mentioned a job that would be provided, would that be paid by my tax dollars? The lodging will be managed by the Hayden Housing Authority which would be managed by the Community Development Director. The accelerator is funded by grant and then usually public entities contribute and private invest and some goes back into the accelerator. Eventually, it can support itself. The rent from the units will go back into the accelerator. Does the housing unit provide that funding regardless if it is one or three units? Three units is more funding. Does one fund it or do we need more? One will not fund it. What made the town decide to purchase the building? When we were looking at our main street and everything else, the building was obviously in disrepair. It was at a point of where we were going to have to do something as we thought it was going to fall down. We approached the owner to see if we could do something, it had tax liens. The price was the tax liens and moving personal items out. We had a parcel on the other side and we sold it to a business and used it to purchase the building. Many have spoken on their love of history and love of heritage and to speak to that, I think it was an historical effort in unprecedented times to get as much feedback for the community as we did to complete the comprehensive time and the town spent quite lot of money on our consultants that worked with us on that. I think it is short sighted to ignore the community voice of multigenerational and new comers that said heritage was important and to just get rid of the building. You can't create history when it gone. I think the council figure how to preserve the building.

**Ginny Eichman, Executive Director, Historic Routt County, CO**

Thanked the council for the opportunity to discuss the building and the importance of it and requests that rehabilitation be considered as a viable option going forward. The building is listed in the Routt County Historic Register of Historical Properties and was found eligible for the state register of historic properties by the State Historic Office in 2013. It is highly significant with Ferry Carpenter's Law Office where he became Town Attorney and his legal expertise and contributions particularly in land and grazing laws which had not just regionally but national influence. His work at this office directly contributed to Hayden's formation and growth and provided a legacy of western culture that survives today. Rare representation of commercial development. She spoke to the significance of its character.

**Craig Townsend, President of Board of Historic Routt County**

I won't need to speak on behalf of that as Ginny did a great job for us. I do want to speak to the town and the decision that lies before the Town Council. All the buildings speak to the character of the town itself. He gave an example of the town in Yampa. The character of downtown Hayden is diminished and the western story goes away with the demolition. You have a viable rehab opportunity. He spoke to a better plan than building a housing on the top. The choice is the towns.

**Dr. Chris Boles,**

He would reiterate the words of Ms. Eichmann made. I would say the state has invested just over \$14,000 to conduct the Historic Structure Assessment. That HSA

created a cost plan for the restructure of the building. We have \$50,000 for the construction documents. The documents could be a vision of what this building could be. Use them to make your decision. Historic preservation is not just preservation of the building necessarily; it also helps preserve community authenticity, a sense of place that some have mentioned, identity of the community, character of the community. Historic places are a finite resource. Historic preservation is an economic driver. It helps people want to work in your community.

**Arianthe Stettner, 1367 Anglers Dr., Steamboat Springs, CO**

I have lived in Routt County since 1971, twenty of those years was on Routt County Rd 13. I have been following this project and appreciate the Town Council taking time to bring this discussion forward and getting the views of the community. It is so important. It is important to acknowledge the work that has been done through your recent Master Plan update in which the community spent time articulating its caring for the heritage and authenticity of Hayden. My experience in working on preservation projects brings vitality to a community even though seem daunting on the outset. The most daunting buildings can be restored. The state of 135 S Walnut is not an impossible project and opportunity for the community to get involved. It is an opportunity for Babson Carpenter students to learn about preservation techniques.

**Festus Hagins, 220 S Walnut St., Hayden, CO**

I was on Town Council when we purchased this property and I was on board with what the town was doing with the building. I am in agreement with Amy and Tena on what they said earlier. If the building is structurally unsound to move forward with and we decide to tear it down. Is there a possibility to save the front façade? Just a thought or idea. I live in a 114-year-old house and I have been here for 30 years. There has never been anything in that building except to for storage. Whatever you decide to do moving forward, I wanted to give my thoughts on it.

**Bill Matoza, Preservation Architect**

I have been a preservation architect for 38 years. I have worked from coast to coast and north and south. I speak in favor of renovating this building. I went through the building with Zack three weeks ago. Saving the façade is typically not what preservationist would do; they save the whole building.

**Mayor Wuestewald closed the public discussion and opened the council discussion.**

**Review and Consider  
Action on Development  
Plans for 135 S Walnut  
Street**

Mathew Mendisco, Town Manager, spoke to the purchase date of the building, October 2019 and the HSA was started at that time and it took about a year. We have moved forward and have 90% construction documents of the historic structure right now. We have funds (\$150,000) from the DOLA that if we do not spend by June, we will need to return. From the Historical Society we have the \$50,000 open grant of which we have not requested any money to date. To Festus comment earlier, the HSA indicates we would have to take down the façade and would need to be replaced. The question was asked if there is an agreement to pay back funds if the building is demolished or sold? The answer was no. After long discussion on authenticity, public vs private investment, honoring

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heritage and moving forward, trust of the community, respect of the community, transparency, cost of maintaining another municipal held building, potential of funding, grant options for selling and if not sell and continue forward, changing the narrative of public vs private investment and the town resolving issues such as childcare and now affordable housing and economic growth. Mathew commented that there is nothing requires the town to hold the building. Private/Public partnerships happen all the time and the building can be sold at a later date. The town is at a crossroads with a loss of the power plant we need to be trailblazers. Resiliency, adapting and modifying to move forward. We have less than we had fifteen years ago. The building in Yampa took ten years. We don't have ten years. Mathew provided some of the options. There was discussion on keeping it for the purpose we originally decided. Mathew clarified that the current council cannot bind the decisions of future councils. The council was drawn to multiple options: demolition, preservation, sell or delay.

Councilmember Gann moved to delay the decision or direction for staff.

Councilmember Banks seconded. Discussion on what information is needed for a decision; funding information and potential, purpose of the building now and forward, potential if restored, community input and decision by April 7<sup>th</sup>.

Roll call vote. Councilmember Banks – aye. Councilmember Gann – aye. Councilmember Bowman – aye. Councilmember Hollifield – aye. Councilmember Corriveau – nay. Mayor Pro Tem Reese – nay. Mayor Wuestewald – aye. Motion carried.

ADJOURNMENT

Mayor adjourned the meeting at 9:20 p.m.

Recorded by:

\_\_\_\_\_  
Sharon Johnson, Town Clerk

APPROVED THIS 3<sup>rd</sup> DAY OF March 2022.

\_\_\_\_\_  
Zachary Wuestewald, Mayor

Work Session

Staff & Councilmember Reports

**RECREATION**

Josh Jones, Director Parks and Recreation: None

Rachel Wattles, Director Arts and Events: None

**POLICE**

Chief of Police Tuliszewski: None

**PUBLIC WORKS**

Bryan Richards, Public Works Director: None

**PLANNING**

Mary Alice Page-Allen, Planning and Economic Development Director: None

**ADMINISTRATION**

**Mathew Mendisco, Town Manager:** Our federal funding of \$2.86M allocated last year for the Hayden Center is stuck in the governmental stop of budget. There may be continuing resolutions and if the federal government approves a budget, the funds will sit until approved. There is a stop on Phase 2 of the Hayden Center construction until the allocation comes through and is scheduled to begin January 23, 2023. Optimistic side is the entire center may be used. Buffalo Commons concert was great.

**Sharon Johnson, Town Clerk:** None

**Andrea Salazar, Finance Manager:** None

**COUNCILMEMBERS**

Councilmember :

Staff reports will continue at the end of the meeting.

**Mayor Wuestewald** called the regular meeting of the Hayden Town Council to order at 6:32 p.m. Mayor Pro Tem Reese and Councilmembers Banks, Bowman, Corriveau, and Gann present. Planning Commissioners Williams, Frentress, Dudley, Waldron and Kelly present. Also present were Town Manager, Mathew Mendisco, Town Clerk, Sharon Johnson, Police Chief, Greg Tuliszewski, Public Works Director, Bryan Richards, and Planning and Development Director, Mary Alice Page-Allen.

**OPENING PRAYER** Mayor Wuestewald offered the opening prayer.

**PLEDGE OF ALLEGIANCE** Mayor Wuestewald led the Pledge of Allegiance.

**MINUTES – February 3, 2022** Mayor Wuestewald moved to approve the minutes of the Regular Town Council Meeting held on February 3, 2022. Councilmember Bowman seconded. Roll call vote. Councilmember Banks – aye. Councilmember Gann – aye. Councilmember Bowman - aye. Councilmember Hollifield – aye. Councilmember Corriveau – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

**PUBLIC COMMENTS** Eric Conner, owner of the midway building, I own the building next door. We have issues with ice dams and water in the building and it is leaning more into

my building. Concern of water coming into my building and the state of the building and I have incurred some costs that I have not passed on to the Town of Hayden.

**PROCLAMATIONS/  
PRESENTATIONS**

**Brooke Salazar, Funfase, shared the Town of Hayden Marketing Plan.** Objectives, Goals, Strategies and Tactics. Hayden's Brand Identity. Purpose-Vision-Mission-Values-Positioning. Marketing Role...communicating where we want to go while being honest about where we are today. Communication methods are addressed. Brooke took the council through the results of Strengths Weaknesses Opportunities Threats. The presentation gave the council a clear picture of the compilation of the sessions the council, planning commission for moving forward.

**CONSENT ITEMS**

Review and Consider  
Approval of the Appointment of Courtney VanTubbergen, Bonnie Girton and Bill Doolin as Board Members to the Hayden Arts Commission.  
Review and Consider  
Approval of Appointment of Mike Mueller as Board Member to Hayden Parks and Recreation Board.  
Consideration of bill payment voucher – February 10, 2022 in the amount of \$171,409.50

Councilmember Gann moved to approve the consent items. Councilmember Corriveau seconded. Roll call vote. Councilmember Corriveau – aye. Councilmember Bowman – aye. Councilmember Gann - aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

**OLD BUSINESS**

**JOINT PLANNING  
COMMISSION/TOWN  
COUNCIL PUBLIC HEARING -  
HAYDEN DEVELOPMENT  
CODE**

**Mary Alice Page-Allen** reviewed the steps leading to the Ordinance. In 2021 Hayden adopted the masterplan that gave to updating the development code in an effort to make it more user friendly. Work sessions with planning commission in 2021 with 6-8 work sessions. Time was spent on uses by zoning districts. Streamlined application process particularly the public hearing process. Several items addressed in the joint planning and town council meeting on short term rentals and housing needs assessment. Looked at historic site designation and dwelling unit standards and residential access standards and an appeal process. Implemented latitude for example corner lots that may other varying needs. Clarify process joint public hearing for amend text on code and that is the first decision. In order to adopt a development code which is Ordinance 711.

Public Hearing: Joint  
Planning Commission and  
Town Council on  
Amendments to Title 7,  
Hayden Development Code

**Public Hearing opened @ 7:37pm**  
**Dallas Robinson, 300 S Spruce, Hayden, CO 81639** spoke to the short-term rentals regarding the change and prohibition of STRs if not their primary residence in residential zoning district. He wants to be sure others don't move down a commitment and have it change and not be able to complete their

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goal. He presented a way to limit STRs in the residential zones.

Scott Mader, 345 Escalante Ct., Hayden, CO asked about codification and number of hearings before approved. Has concerned of the limitations of residential zoning and primary residence. My desire to discuss at the March 3, 2022 meeting.

Public Hearing closed @ 7:50pm

Consideration and Review of Planning Commissions recommendation for Approval of the Hayden Development Code

Mayor Wuestewald moved to approve Planning Commission's recommendation for approval of the Hayden Development Code minus Chapter 7.28.160 as it pertains to Short Term Rentals (STR) to allow the public hearing on March 3, 2022. Councilmember Corriveau seconded. Roll call vote. Councilmember Corriveau – aye. Councilmember Bowman – aye. Councilmember Gann - aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

ORDINANCE NO. 711 –  
HAYDEN DEVELOPMENT  
CODE

Public Hearing: Ordinance 711 An Ordinance Amending the Hayden Municipal Code by Adopting and Reenacting Title 7: The Hayden Development Code; Repealing All Conflicting Ordinances; Providing for Severability; and Providing an Effective Date of March 1, 2022

Public Hearing opened @ 8:17pm

Public Hearing closed @ 8:18pm

Review and Consider for Approval of 2<sup>nd</sup> Reading of Ordinance 711 An Ordinance Amending the Hayden Municipal Code by Adopting and Reenacting Title 7: The Hayden Development Code; Repealing All Conflicting Ordinances; Providing for Severability; and Providing an Effective Date of March 1, 2022

Councilmember Bowman moved to approve the 2<sup>nd</sup> Reading of Ordinance 711 An Ordinance Amending the Hayden Municipal Code by Adopting and Reenacting Title 7: The Hayden Development Code; Repealing All Conflicting Ordinances; Providing for Severability; and Providing an Effective Date of March 1, 2022. Councilmember Gann seconded. Roll call vote. Councilmember Bowman – aye. Councilmember Gann – aye. Councilmember Corriveau - aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

NEW BUSINESS

Review and Consider Approval of 1<sup>st</sup> Reading

Councilmember Corriveau moved to approve 1<sup>st</sup> Reading Ordinance 712 An Ordinance of the Town Council of the Town of Hayden, Colorado. Permitting,

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Ordinance 712 An Ordinance of the Town Council of the Town of Hayden, Colorado, Permitting, Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date and set a Public Hearing March 3, 2022

Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date and set a Public Hearing March 3, 2022 at 7:30 p.m. Councilmember Bowman seconded. Roll call vote. Councilmember Corriveau – aye. Councilmember Gann – aye. Councilmember Bowman - aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and Consider Approval of Award for Planning Consultant Services

The Town of Hayden sent out a Request for Service for a Consulting Service for Planning. This will act as a fulltime planning until the Director of Planning is hired. Interviewed all the three firms and recommend that the award be given to year of experience. Community Planning Strategies. Service delivery issue. Mayor Wuestewald moved to approve. Councilmember Corriveau seconded. Roll call vote. Councilmember Gann – aye. Councilmember Banks – aye. Councilmember Bowman - aye. Councilmember Corriveau – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and consider for Approval Amendment of Water Allotment Contract between Upper Yampa Water Conservancy District

Bryan Richards, Public Works Director explained the amendment to the contract for the price change and the great deal we have for the past 30 years and the need for the water rights and retain 200-acre feet. Mayor Wuestewald moved to approve. Councilmember Bowman seconded. Roll call vote. Councilmember Corriveau – aye. Councilmember Gann – aye. Councilmember Bowman - aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

PULLED CONSENT ITEMS

None

STAFF AND COUNCILMEMBER REPORTS CONTINUED

Mathew Mendisco spoke to direction of council on 135 S Walnut; rebuild, restore or sale of building and mitigating the building on either decision. The funding for the new mediation through the DOLA grant. If we spend money on the remediation then not fulfill the terms of the contract, need to reimburse the grant funds. If want to sell the building, do it and not remediate.

EXECUTIVE SESSION

ADJOURNMENT

Mayor adjourned the meeting at 8:40 p.m.

Recorded by:

\_\_\_\_\_  
Sharon Johnson, Town Clerk

APPROVED THIS 3<sup>rd</sup> DAY OF March 3, 2022.

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Zachary Wuestewald, Mayor

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
2440	Atmos Energy	0332FEB2022	Water plant gas 3013140332	02/10/2022	999.31		
2440	Atmos Energy	1967FEB2022	Streets gas 3016201967	02/10/2022	625.54		
2440	Atmos Energy	2144FEB2022	Sewer plant gas 3016202144	02/10/2022	375.52		
2440	Atmos Energy	2411FEB2022	Parks Gas 3016202411	02/10/2022	95.79		
2440	Atmos Energy	2626FEB2022	Town Hall 3016202626	02/10/2022	206.93		
2440	Atmos Energy	2886FEB2022	Crandall Pump House 301620288	02/10/2022	165.89		
2440	Atmos Energy	2910FEB2022	Hayden Center Gas 4040912910	02/14/2022	5,372.15		
2440	Atmos Energy	3116FEB2022	Airport Lift Gas 30126203116	02/10/2022	31.10		
2440	Atmos Energy	3349FEB2022	Dry Creek Lift gas 3016203349	02/10/2022	21.24		
2440	Atmos Energy	3590FEB2022	Parks gas 3016203590	02/10/2022	406.69		
2440	Atmos Energy	5208FEB2022	Golden Meadows gas 301250520	02/10/2022	126.56		
2440	Atmos Energy	7426FEB2022	PD gas 3017767426	02/10/2022	566.17		
Total 2440:					8,992.89		
12833	Century Link	281005520	Long Distance	02/12/2022	43.63		
Total 12833:					43.63		
3770	CenturyLink	2535FEB2022	PD Phone 970-276-2535 341B	02/04/2022	290.66		
3770	CenturyLink	5703FEB2022	Water Phones_3058	02/16/2022	37.04		
3770	CenturyLink	5703FEB2022	Adm Phones_3741	02/16/2022	372.80		
3770	CenturyLink	5703FEB2022	Sewer Phones_4330	02/16/2022	38.85		
Total 3770:					739.35		
1645	Charter Communications	009668402092	PD TV 0096684	02/09/2022	22.86		
Total 1645:					22.86		
12982	Fan Base	3369	Social Media	02/02/2022	450.00		
12982	Fan Base	3369	Monthly Retainer	02/02/2022	2,400.00		
Total 12982:					2,850.00		
12870	RMITL LLC	0045	Website Design 2/1-2/14/22	02/14/2022	1,395.00		
Total 12870:					1,395.00		
1655	STANDARD INSURANCE COMP	750748FEB202	Sewer LTD	02/14/2022	69.30		
1655	STANDARD INSURANCE COMP	750748FEB202	STREETS LTD	02/14/2022	100.60		
1655	STANDARD INSURANCE COMP	750748FEB202	WATER LTD	02/14/2022	82.38		
1655	STANDARD INSURANCE COMP	750748FEB202	HC LTD	02/14/2022	141.79		
1655	STANDARD INSURANCE COMP	750748FEB202	PARKS LTD	02/14/2022	37.59		
1655	STANDARD INSURANCE COMP	750748FEB202	SWR ADM LTD	02/14/2022	37.68		
1655	STANDARD INSURANCE COMP	750748FEB202	WTR ADM LTD	02/14/2022	37.68		
1655	STANDARD INSURANCE COMP	750748FEB202	ADMIN LTD	02/14/2022	88.47		
1655	STANDARD INSURANCE COMP	750748FEB202	PD LTD	02/14/2022	238.50		
1655	STANDARD INSURANCE COMP	750748FEB202	EDC LTD	02/14/2022	8.74		
1655	STANDARD INSURANCE COMP	750748FEB202	PLNG LTD	02/14/2022	17.48		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 1655:					860.21		
13049	State Historical Fund	GRANT 2021-	Return 135 S Walnut 2021-M2-01	02/16/2022	14,050.00		
Total 13049:					14,050.00		
6130	Western Security Systems Inc	617093	Hayden Center Alarm Troublesho	01/18/2022	125.00		
Total 6130:					125.00		
4010	Yampa Valley Electric	0401FEB2022	PD electric 660020401	02/17/2022	403.27		
4010	Yampa Valley Electric	0502FEB2022	West End Lift elec 660020502	02/17/2022	171.30		
4010	Yampa Valley Electric	1002FEB2022	Dry Creek Lift electric 720021002	02/17/2022	214.08		
4010	Yampa Valley Electric	1401FEB2022	Seneca Hill electric 660021401	02/17/2022	187.04		
4010	Yampa Valley Electric	3101FEB2022	Parks Electric 730013101	02/15/2022	373.97		
4010	Yampa Valley Electric	3202FEB2022	Airport Lift electric 660013202	02/17/2022	470.80		
4010	Yampa Valley Electric	3406FEB2022	Town Hall Electric 740003406	02/17/2022	399.65		
4010	Yampa Valley Electric	3501FEB2022	Parks Electric 730013501	02/15/2022	146.53		
4010	Yampa Valley Electric	5501FEB2022	Parks electric 720015501	02/15/2022	52.93		
4010	Yampa Valley Electric	6002FEB2022	Community Tree electric 7600160	02/15/2022	43.97		
4010	Yampa Valley Electric	6201FEB2022	Shop electric 760016201	02/17/2022	324.31		
4010	Yampa Valley Electric	7601FEB2022	Parks electric 780017601	02/15/2022	37.45		
4010	Yampa Valley Electric	7702FEB2022	Sewer electric 760007702	02/17/2022	2,633.21		
4010	Yampa Valley Electric	7802FEB2022	Water electric 660007802	02/17/2022	1,352.95		
4010	Yampa Valley Electric	8001FEB2022	Wash & Ash Elec 700008001	02/15/2022	259.84		
4010	Yampa Valley Electric	8103FEB2022	Parks Electric 730008103	02/15/2022	232.86		
4010	Yampa Valley Electric	8803FEB2022	Golden Meadows Pump 7800088	02/15/2022	817.60		
4010	Yampa Valley Electric	8901FEB2022	Hospital Hill electric 720008901	02/17/2022	83.32		
4010	Yampa Valley Electric	9402FEB2022	Key Pump Electric 730009402	02/15/2022	87.35		
4010	Yampa Valley Electric	9902FEB2022	Crandall Pump electric 72000099	02/17/2022	696.75		
Total 4010:					8,989.18		
Grand Totals:					38,068.12		

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.



## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
1000	A-1 Liquor	988227	Buffalo Common Concert	02/16/2022	179.21		
1000	A-1 Liquor	988232	Apple Pie Order	02/16/2022	412.69		
Total 1000:					591.90		
12253	Airgas USA, LLC	9986101144	CO 2 Bottle	01/31/2022	35.88		
Total 12253:					35.88		
7550	ALERT/SAM	MARCH2022	2022 Membership	02/24/2022	100.00		
Total 7550:					100.00		
12859	AP Mountain States, LLC	PAY APP #6	HC Construction Pay App 6	01/31/2022	255,092.00		
12859	AP Mountain States, LLC	PAY APP #6	Retainage -HC Construction Pay	01/31/2022	12,754.60-		
Total 12859:					242,337.40		
1330	Bratton Enterprises Inc	90614	Scoria	02/05/2022	1,014.60		
Total 1330:					1,014.60		
9230	Chaosink	15288	PD - Business Cards	02/15/2022	130.00		
Total 9230:					130.00		
9510	CMI, Inc.	8047271	Intoxylizer Kit	02/11/2022	882.00		
Total 9510:					882.00		
12657	Colorado Barricade Co.	65151849-001	Signs	02/08/2022	202.43		
Total 12657:					202.43		
13051	Community Resource Center	2022-042	Northwest RPD Conf Scholarship	02/23/2022	1,000.00		
Total 13051:					1,000.00		
2050	Dana Kepner Company Inc	1553853-00	3" Water Meter	02/17/2022	1,570.41		
Total 2050:					1,570.41		
12230	De Nora Water Technologies LLC	9200053731	WTP Clortec Circuit Breaker	02/15/2022	81.41		
Total 12230:					81.41		
2150	DPC Industries Inc	DE73000069-2	Sewer Chemicals	01/31/2022	80.00		
Total 2150:					80.00		
12895	Dynamic Program Management, L	1225	Hayden Center Owners Rep	01/31/2022	2,392.50		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 12895:					2,392.50		
13052	FBI-LEEDA	59366652-22	2022 Annual Dues	03/01/2022	50.00		
Total 13052:					50.00		
4890	FedEx	7-664-88232	Water Sample Shipping	02/17/2022	23.55		
Total 4890:					23.55		
2250	Fisher Scientific Company LLC	9216941	Sewer Lab Equipment	02/07/2022	498.45		
2250	Fisher Scientific Company LLC	9216941	Sewer Chemicals	02/07/2022	68.53		
Total 2250:					566.98		
2330	Galls LLC	020273327	Uniforms/Nameplate	01/24/2022	102.45		
2330	Galls LLC	020342527	PD - Clip on Tie	02/01/2022	46.75		
Total 2330:					149.20		
3870	Grainger Inc	9207828030	Hard Hats	02/09/2022	144.89		
3870	Grainger Inc	9207828030	Hard Hats	02/09/2022	144.86		
3870	Grainger Inc	9207828030	Hard Hats	02/09/2022	144.86		
3870	Grainger Inc	9207828030	Hard Hats	02/09/2022	144.86		
Total 3870:					579.47		
11620	Huntington, Seth	FEB2022	Krav Maga Training Reimb	02/11/2022	175.49		
Total 11620:					175.49		
13053	Jenrich, Drew	2124.01	Utility Deposit Refund	02/16/2022	9.76		
Total 13053:					9.76		
12837	LRE Water Inc	19153	Water Right Model	02/11/2022	450.00		
Total 12837:					450.00		
8375	MASON SIEDSCHLAW	2323	Town Hall - IT Maint	01/18/2022	375.00		
8375	MASON SIEDSCHLAW	2323	HC - DNS Website Domain	01/18/2022	514.00		
8375	MASON SIEDSCHLAW	2323	PW - Laptop Setup	01/18/2022	1,161.95		
Total 8375:					2,050.95		
9060	Mid-American Research Chemical	0753397-IN	Locate Paint	01/28/2022	610.00		
9060	Mid-American Research Chemical	0753397-IN	Locate Paint	01/28/2022	488.00		
9060	Mid-American Research Chemical	0753861-IN	HC - Carpet Defoamer	02/04/2022	124.31		
Total 9060:					1,222.31		
4080	Northwest CO Consultants Inc	22-12551-01	135 S Walnut Soils Test	02/18/2022	1,912.00		
Total 4080:					1,912.00		
1350	Pinnacol Assurance	20786408	Legislative Work Comp	02/21/2022	22.54		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
1350	Pinnacol Assurance	20786408	Court Work Comp	02/21/2022	11.27		
1350	Pinnacol Assurance	20786408	Executive Work Comp	02/21/2022	11.27		
1350	Pinnacol Assurance	20786408	Administration Work Comp	02/21/2022	90.15		
1350	Pinnacol Assurance	20786408	Police Work Comp	02/21/2022	698.65		
1350	Pinnacol Assurance	20786408	Streets Work Comp	02/21/2022	473.28		
1350	Pinnacol Assurance	20786408	Rec Work Comp	02/21/2022	180.30		
1350	Pinnacol Assurance	20786408	Parks Work Comp	02/21/2022	225.37		
1350	Pinnacol Assurance	20786408	Water Work Comp	02/21/2022	180.30		
1350	Pinnacol Assurance	20786408	Water Adm Work Comp	02/21/2022	22.54		
1350	Pinnacol Assurance	20786408	Sewer Work Comp	02/21/2022	112.69		
1350	Pinnacol Assurance	20786408	Sewer Adm Work Comp	02/21/2022	22.54		
1350	Pinnacol Assurance	20786408	HC Work Comp	02/21/2022	383.10		
Total 1350:					2,434.00		
12890	Platinum Sign Company, Inc.	220060-1	Wayfinding Signs	01/27/2022	166.00		
Total 12890:					166.00		
12854	Pye Barker Fire & Safety, LLC	PSI683340	PD - Backflow, Spinkler Inspectio	01/13/2022	894.50		
Total 12854:					894.50		
3550	Steamboat Medical Group P.C.	0474	CDL random testing	01/27/2022	25.00		
3550	Steamboat Medical Group P.C.	0507	CDL random testing	02/18/2022	25.00		
Total 3550:					50.00		
6400	Steamboat Springs Chamber	26000	2022 Non Profit Membership dues	02/13/2022	195.00		
Total 6400:					195.00		
3710	Town of Hayden	FEB2022	15.01 1250 W Jefferson	02/28/2022	220.34		
3710	Town of Hayden	FEB2022	92.01 178 W Jefferson	02/28/2022	77.75		
3710	Town of Hayden	FEB2022	94.01 Bulk Water	02/28/2022	101.49		
3710	Town of Hayden	FEB2022	231.01 229 S 3rd St park	02/28/2022	415.41		
3710	Town of Hayden	FEB2022	232.01 40500 CR 183	02/28/2022	517.06		
3710	Town of Hayden	FEB2022	355.01 1200 W Jefferson	02/28/2022	149.87		
3710	Town of Hayden	FEB2022	436.02 Hayden Center	02/28/2022	478.17		
3710	Town of Hayden	FEB2022	534.01 101 S Chestnut	02/28/2022	415.94		
3710	Town of Hayden	FEB2022	694.02 135 Walnut Street	02/28/2022	69.22		
3710	Town of Hayden	FEB2022	1208.01 513 S Poplar St park	02/28/2022	47.23		
3710	Town of Hayden	FEB2022	2035.01 249 Hawthorn	02/28/2022	425.30		
3710	Town of Hayden	FEB2022	2036.01 513 S Poplar St	02/28/2022	133.74		
3710	Town of Hayden	FEB2022	2044.01 351 Vista Verde Dr	02/28/2022	71.33		
3710	Town of Hayden	FEB2022	2046.01 326 Lake View	02/28/2022	141.63		
3710	Town of Hayden	FEB2022	2090.01 Industrial Park A	02/28/2022	47.23		
3710	Town of Hayden	FEB2022	2163.01 Community Garden Utilit	02/28/2022	69.22		
Total 3710:					3,380.93		
13050	Turner, Alexander Denton	107	Live Music - Buffalo Commons	02/23/2022	1,200.00		
Total 13050:					1,200.00		
7070	USA BlueBook	870917	Sewer - Chemicals	02/07/2022	207.05		
7070	USA BlueBook	870917	Sewer Lab Equipment	02/07/2022	138.10		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 7070:					345.15		
12917	Vermont Systems	VS002908	Mobile Rec Trac, Training	02/18/2022	881.25		
Total 12917:					881.25		
8740	Visa	02202022	HC - Postage	02/20/2022	19.84		
8740	Visa	02202022	HC - ISS Prizes	02/20/2022	149.90		
8740	Visa	02202022	HC - Cable Organizer	02/20/2022	13.98		
8740	Visa	02202022	HC - Rec Room Oscillating Fans	02/20/2022	799.96		
8740	Visa	02202022	HC - Rec Room Yoga Mats	02/20/2022	147.98		
8740	Visa	02202022	HC - Phones	02/20/2022	190.84		
8740	Visa	02202022	HC - Rec Room Equipment	02/20/2022	466.58		
8740	Visa	02202022	HC - Battery Backup	02/20/2022	63.99		
8740	Visa	02202022	HC - ISS Cornhole Prizes	02/20/2022	79.96		
8740	Visa	02202022	Mailchimp	02/20/2022	22.50		
8740	Visa	02202022	Council Meeting Dinner	02/20/2022	31.36		
8740	Visa	02202022	Club 20 Market Square Denver	02/20/2022	20.00		
8740	Visa	02202022	Admin - Apple.com	02/20/2022	.99		
8740	Visa	02202022	Club 20 Dining	02/20/2022	9.70		
8740	Visa	02202022	Club 20 Dining	02/20/2022	69.17		
8740	Visa	02202022	Club 20 Dining	02/20/2022	7.91		
8740	Visa	02202022	Admin - Fais Do Do Staff Lunch	02/20/2022	73.82		
8740	Visa	02202022	Admin - Wild Goose	02/20/2022	9.20		
8740	Visa	02202022	Admin - CAVNA	02/20/2022	12.99		
8740	Visa	02202022	Admin - 3 Wire Staff Lunch	02/20/2022	47.95		
8740	Visa	02202022	Admin - YVRA Parking	02/20/2022	1.00		
8740	Visa	02202022	PW - Shop Supplies	02/20/2022	23.67		
8740	Visa	02202022	PW - Office Supplies	02/20/2022	35.97		
8740	Visa	02202022	PW - CCWP WW3 Certification A	02/20/2022	50.00		
8740	Visa	02202022	PW - CDOT Physical Exams	02/20/2022	220.00		
8740	Visa	02202022	CCWP - Water Dist 3 Exam	02/20/2022	100.00		
8740	Visa	02202022	CCWP - Water Treatment D Appli	02/20/2022	50.00		
8740	Visa	02202022	CCWP - Water Treatment B Appli	02/20/2022	50.00		
8740	Visa	02202022	PW - Phone Case	02/20/2022	71.99		
8740	Visa	02202022	PW - Cork Board	02/20/2022	62.99		
8740	Visa	02202022	CCWP - Wastewater Class B Exa	02/20/2022	100.00		
8740	Visa	02202022	WTP Tool Set	02/20/2022	277.27		
8740	Visa	02202022	PD - Lodging	02/20/2022	512.00		
8740	Visa	02202022	PD - Compressed Air Cans	02/20/2022	59.85		
8740	Visa	02202022	PD - IACP Membership	02/20/2022	190.00		
8740	Visa	02202022	PD - USPS	02/20/2022	14.76		
8740	Visa	02202022	PD - Fingerprint Pad	02/20/2022	46.60		
8740	Visa	02202022	PD - Paper	02/20/2022	95.90		
8740	Visa	02202022	PD - Notepads	02/20/2022	11.63		
8740	Visa	02202022	PD - IAPE Membership	02/20/2022	345.00		
8740	Visa	02202022	PD - KRAV MAGA Instructor Train	02/20/2022	500.00		
8740	Visa	02202022	PD - USPS	02/20/2022	14.96		
8740	Visa	02202022	PD - KRAV MAGA Training Lodgin	02/20/2022	795.00		
8740	Visa	02202022	PD - Meeting with SSPD	02/20/2022	53.00		
8740	Visa	02202022	Admin - Return Office Supplies	02/20/2022	27.02		
8740	Visa	02202022	Admin - Binder Clips	02/20/2022	4.65		
8740	Visa	02202022	Admin - Council Chambers Suppli	02/20/2022	160.39		
8740	Visa	02202022	Admin - Lens Cleansing Wipes	02/20/2022	12.00		
8740	Visa	02202022	Admin - Compressed Air	02/20/2022	25.99		
8740	Visa	02202022	Admin - Paper, Pens	02/20/2022	104.61		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
8740	Visa	02202022	Admin - GFOA	02/20/2022	40.00		
8740	Visa	02202022	Admin -GFOA II	02/20/2022	40.00		
8740	Visa	02202022	PW - Cleaning Supplies	02/20/2022	18.99		
8740	Visa	02202022	Admin - Glass Cleaner	02/20/2022	52.35		
8740	Visa	02202022	Admin - USPS	02/20/2022	4.60		
8740	Visa	02202022	Admin - Staff Lunch	02/20/2022	16.34		
8740	Visa	02202022	Labor Law Posters	02/20/2022	95.96		
8740	Visa	02202022	Year End AP Folders	02/20/2022	73.94		
8740	Visa	02202022	Admin - Keyboard, File Folders	02/20/2022	53.96		
8740	Visa	02202022	PW - Water Office Supplies	02/20/2022	35.45		
8740	Visa	02202022	Water - Printer Ink	02/20/2022	57.92		
8740	Visa	02202022	Shop Office Supplies	02/20/2022	33.19		
8740	Visa	02202022	PW - Printer Ink	02/20/2022	37.98		
8740	Visa	02202022	PW - Staff Lunch	02/20/2022	60.21		
8740	Visa	02202022	Admin - USPS	02/20/2022	200.48		
Total 8740:					7,022.20		
3880	Wagner Equipment Co	P04C0328966	Door Seal 924	02/02/2022	201.60		
Total 3880:					201.60		
6085	Xerox Corporation	015555948	ADMIN COPIER/PRINTER	02/04/2022	300.07		
6085	Xerox Corporation	015555949	PD COPIER/PRINTER	02/04/2022	291.51		
Total 6085:					591.58		
13012	Yampa Valley Entertainment LLC	0003	Apple Pie Order Concert	01/29/2022	1,200.00		
13012	Yampa Valley Entertainment LLC	0004	Buffalo Commons Concert	02/11/2022	1,750.00		
Total 13012:					2,950.00		
4245	Zirkel Wireless, LLC	174080	Acct 4377 internet	02/01/2022	79.00		
4245	Zirkel Wireless, LLC	174081	Acct 4378 internet	02/28/2022	99.00		
Total 4245:					178.00		
Grand Totals:					278,098.45		

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.



## Town Council Agenda Item

MEETING DATE: March 3, 2022

AGENDA ITEM TITLE: Recommendation to approve the appointment of Cassie Wright, Susan Koehler, and Katherine Thornton to the Hayden Arts Commission, terms expiring March 2024.

AGENDA SECTION: Consent

PRESENTED BY: Rachel Wattles

CAN THIS ITEM BE RESCHEDULED: No

### BACKGROUND REVIEW:

The Hayden Arts Commission recommends that the Town Council appoint Cassie Wright, Susan Koehler, and Katherine Thornton as Commissioners, terms expiring March 2024. The Commission believes Cassie Wright, Susan Koehler, and Katherine Thornton will be great assets and dedicated, working commissioners whose efforts will improve and support our art programs and events.

### RECOMMENDATION:

It is recommended that Hayden Town Council approve the appointments of Cassie Wright, Susan Koehler, and Katherine Thornton to the Hayden Arts Commission.

### MANAGER'S RECOMMENDATION/COMMENTS:

February 22, 2022

Hayden Town Council  
178 W Jefferson Ave  
Hayden, CO 81639

Dear Hayden Town Council,

This letter is to serve as interest to join the Hayden Arts Commission. My husband and I moved to Hayden from Denver this past April. We were drawn to Hayden due to the proximity to amazing outdoor activities as well as the friendly small-town feel. From the minute we moved, everyone in the community has been incredibly welcoming. Although we are newcomers to town, we have never felt like outsiders. I am interested in joining the Hayden Arts Commission so that I can give back to my community.

Growing up, my parents strongly felt that it was important for my sister and I to always be involved with a sport and music. The I chose was swimming and I swam competitively from age 8 to senior year of high school. In third grade, I decided that I wanted to learn to play the violin. That lasted a year and then I moved on to the clarinet (my parents' ears were very happy for the change). From there, I learned how to play the bass clarinet, several of the saxes and trombone. I was involved in many concert bands in school, extracurricular concert bands and marching bands. Some of my favorite memories are of marching in the Rose Parade, rehearsing for concerts and sleep away band camps. Music helped me form relationships with peers and adults, increased my problem-solving skills, helped me learn math and many other skills.

Exposing children to art makes a profound impact on their development. Studies have shown that children who participate in art activities benefit from increased fine motor skills, cognitive development, math skills and language skills. Adults also show many benefits of participating in creating art, including an increase in self-esteem and having a sense of accomplishment. The arts also bring the community together by providing a place to gather and connecting people on an emotional and intellectual level.

My background in musical arts, commitment to community inclusion and enjoyment of arts programs make me a well suited candidate to sit on the Hayden Arts Commission. I truly enjoy being part of an organization where my efforts are valued and make a difference.

Hayden is a growing community and has huge potential to bring in many different arts events and programs. This winter I attended several concerts at the Hayden Center and the community is buzzing about the potential for more events. I would be honored to be part of the Hayden Arts Commission to bring new and exciting arts programs to the community.

Thank you for your time and consideration.

Sincerely,  
Cassie Wright

**To: Hayden Town Council**

**2/23/2022**

**Dear Council Members,**

**Please accept this letter of interest for a position on the newly forming Hayden Arts Commission. I am excited by the opportunity to be involved in the development of quality art programs and performances here in Hayden, and I believe that my education and years of experience will be an asset to the Commission!**

**My name is Susan Koehler and I have lived in Hayden for the past 27 years with my husband, Karl. I am in my 16<sup>th</sup> year of teaching visual art for the Hayden Schools and taught college-level art courses for both CMC and CNCC for ten years prior to that. Our three daughters are graduates of the Hayden School system and were all active in dance performances, piano recitals, band concerts, and theater productions in the old high school. I volunteered as the set designer for many of Kathy Deepe's school and community plays. I highly value all the related arts and believe in providing experiences for all ages in celebration of and elevation of the arts!**

**My Bachelor's degree is in Art Education from the University of Wisconsin, Madison and I have a Master's degree in Curriculum and Instruction from the University of Wyoming. I have taught K- 12 Art, College Art, and community art classes for all ages. Having taught art to so many different ages and ability levels, I have a depth and breadth of experience in many different visual art media including: drawing, painting, printmaking, ceramics, and sculpture. I also have experience in matting, framing, and displaying artwork.**

**During the time I worked for CMC from 1996 – 2006, I was also a member of the Steamboat Art Depot's Visual Arts Committee. During that time, I helped curate, judge, and hang art shows, as well as work with the Committee to determine upcoming shows and an annual calendar of events. I am excited to be able to draw on that experience and knowledge again!**

**Thank you for considering me for a position on the Arts Commission. It would provide an exciting opportunity to put my years of experience to new uses, while helping the Commission create an amazing arts-rich opportunity for the town of Hayden.**

Please feel free to contact me with any questions.

Sincerely,  
Susan Koehler  
[skoehler@haydenschools.org](mailto:skoehler@haydenschools.org)  
970-734-4545





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## Boards and Commissions Application

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Attached is information about serving for the Town of Hayden on the Planning Commission, the Board of Adjustments, Economic Development Commission, Hayden Parks and Recreation Board, Town Council (as an appointed position between elections).

Each member serving on a commission or board must reside in the Town of Hayden.

If you are interested in serving on a commission or board, please complete the application and questionnaire and return it to the Town Clerk at the address above.

### Planning Commission

Number of members: 5 regular members and 2 alternate members  
Length of term: 6 years  
Meeting Schedule: 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month at 7:00 p.m.  
(as necessary)  
Residency requirement: Must reside in the Town of Hayden

### Board of Adjustments

Number of members: 5 members  
Length of term: 4 years  
Meeting date & time: TBD by request  
Residency requirement: Must reside in the Town of Hayden

### Economic Development Commission

Number of members: 7 regular members and 2 alternate members  
Length of term: 1 year  
Meeting Schedule: 3<sup>rd</sup> Tuesday of each month at 7:00 p.m.  
Residency requirement: Reside or be a business owner within the Town of Hayden

### Hayden Parks and Recreation Board

Number of members: 9 regular members and 1 alternate member  
Length of term: 4 years  
Meeting Schedule: 4<sup>th</sup> Tuesday of each month at 7:00 p.m.  
Residency requirement: Must reside in the Town of Hayden

### Hayden Arts Commission

Number of members: 5 regular members and 3 alternate members  
Length of term: 2 years



OFFICE OF THE TOWN CLERK

TOWN OF HAYDEN 178 W JEFFERSON AVE PO BOX 190 HAYDEN, CO 81639 970.276.3741 www.haydencolorado.com

Meeting Schedule: TBD

Residency requirement: None, but must have a passion for the arts

**Town Council (appointments to fill a vacancy only)**

Number of members: 7 members

Length of term: Mayor 2 years, Councilmember 4 years (alternating elections)

Meeting Schedule 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month at 7:00 p.m.

Residency requirement: Must have resided in the Town of Hayden for at least two years

Other requirements 21 years of age and a registered elector in the Town of Hayden

## Application for Commission or Board

On which of the Commissions or Boards are you interested in serving on?

Planning & Zoning Commission  Board of Adjustments  Economic Development Commission

Hayden Parks and Recreation Board  Town Council (appointed position between elections)

Arts Commission

Is this a reappointment request?  No  If yes, how long have you served?

\_\_\_\_\_

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NAME: Katie Thornton

ADDRESS: 609 E Washington

MAILING ADDRESS: PO Box 742

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CONTACT PHONE: 970-819-6837

EMAIL ADDRESS: ktk\_rock@hotmail.com

DATE OF BIRTH:

HOW LONG HAVE YOU LIVED IN HAYDEN? 1 year, Routt County my entire life.

OCCUPATION: Barber

DATE YOU ARE AVAILABLE TO START: As soon as possible. Depends on the meeting times, as I have a young toddler.



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I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from serving for this position. I understand that the Town Council must appoint members to all Boards and Commissions.

Katie Thornton

Applicant's Signature

Date: 2/24/22

- 1. Tell us briefly about yourself, why you are interested in being appointed and what experience or education would you bring to this Commission or Board?**

I feel like if given the opportunity I can bring a fresh creative vision to most situations. I've sat on the board of the visual arts committee for the Steamboat arts council, for two years. I've taught art classes for children, and special needs adults. I participate in Cabaret every year, a spoof play fundraiser for the Steamboat Arts council. This year will be my 9th year. I've assisted on murals in Downtown Steamboat, and I was an active member of the young bloods. I have knowledge of running and working craft fairs, etc. I might not be the most experienced applicant, but I am passionate about art and I am creative in almost every single thing I do. I might be new to Hayden, but my family runs deep here. My grandmother moved to Hayden as a child in 1915, and my father graduated from the Hayden highschool. I did grow up in Steamboat, but I couldn't be happier to be here in Hayden, and I would love to give back to the community in some way... the arts commission sounds right up my alley, and I know if I can make the meeting times work, I would be a fun new person to have a board!



**2. Why do you wish to be appointed/reappointed to this Commission or Board?**

I wish to selected for this board because my creative wheels are always turning and I'm constantly looking for an artsy outlet.



**3. Are you aware of the time commitment and do you have the personal time to devote to this Commission or Board?**

I understand that the commission is to meet on a regular, monthly basis and as needed. I am glad to donate the time necessary to be an active Arts Commission member, as long as I can make the time that it chosen work. Please let me know as soon as the day/time each month is selected and I will do everything in my power to make it work!!

**4. The Town Council strives to keep a balance of knowledge and new opinions and ideas on all boards. What makes you a good candidate for reappointment rather than bringing in a new person? (for those seeking reappointment only)**

N/A

**5. What other Boards have you served on?**

Visual arts committee for steamboat arts council



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**QUESTIONS FOR PLANNING COMMISSION AND TOWN COUNCIL CANDIDATES ONLY**

**6. If appointed, what would you like to accomplish on the Commission or Board while you're involved?**

**7. What do you believe could be a concern or issue facing this Commission or Board?**

**8. What do you think the Town's responsibility is in overseeing and regulating residential and commercial development?**

N/A



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Thank you for your interest and time commitment in serving your community.





Town of Hayden

Town Council Agenda Item

**MEETING DATE:** March 3, 2022

**AGENDA ITEM TITLE:** ORDINANCE NO. 712 – LICENSING OF SHORT-TERM RENTALS

- i) Public Hearing: Ordinance No. 712, An Ordinance of the Town Council of the Town of Hayden, Colorado, Permitting, Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date
- ii) Review and Consider for Approval of 1<sup>st</sup> Reading of Ordinance No. 712, An Ordinance of the Town Council of the Town of Hayden, Colorado, Permitting, Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date

**AGENDA SECTION:** Old Business

**PRESENTED BY:** Mary Alice Page-Allen

**CAN THIS ITEM BE RESCHEDULED:** Not preferred.

**BACKGROUND REVIEW:** Ordinance No. 712 proposes a set of licensing rules and standards that incorporate the standards outlined in the Development Code for Short-Term Rentals.

**RECOMMENDATION:** Accept public comment and approve, amend and approve or deny approval of the 2nd Reading of Ordinance No. 712, An Ordinance of the Town Council of the Town of Hayden, Colorado, Permitting, Regulating and Licensing Short-Term Rentals, and Making Conforming Amendments to Title 5 of the Hayden Municipal Code; Providing for Severability; and Providing An Effective Date.

**MANAGER RECOMMENDATION/COMMENTS:** *I concur with the recommendation.*

**ORDINANCE NO. 712**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, PERMITTING, REGULATING AND LICENSING SHORT-TERM RENTALS, AND MAKING CONFORMING AMENDMENTS TO TITLE 5 OF THE HAYDEN MUNICIPAL CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Hayden Town Council desires to create to permit, regulate and license Short-Term Rentals as such are defined in Title 7, Hayden Development Code, of the Hayden Municipal Code; and

**WHEREAS**, the Hayden Town Council desires to establish application procedures and licensing regulations concerning said Short-Term Rentals.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, THAT:**

**Section 1.** Chapter 5.25 is hereby added to Title 5 of the Hayden Municipal Code to read as follows:

**CHAPTER 5.25  
LICENSING OF SHORT-TERM RENTALS**

**5.25.010 Purpose and Intent.**

- A. The purpose of this Chapter is to establish comprehensive regulations to safeguard public health, safety and welfare by requiring licensing of short-term rental properties in the Town of Hayden (Town).
- B. This chapter applies to accommodations for rent or lease in exchange for remuneration for a period of less than thirty (30) consecutive days, and in which such accommodations are a person’s primary residence.
- C. This chapter is not intended to supersede any private conditions, covenants or restrictions applicable to a short-term rental unit nor to regulate other types of lodging accommodations that may be permitted to operate in the Town.

**5.25.020 Definitions.**

The following words and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section:

- A. “Dwelling unit” means one (1) or more habitable rooms constituting a unit for permanent occupancy, having but one (1) kitchen together with facilities for sleeping, bathing, and which unit occupies a structure or a portion of a structure.
- B. “Licensed premises” means the premises specified in an approved application for a license under this Chapter which are owned or in the possession of the licensee and within which such licensee is permitted to provide short-term rental in accordance with the provisions of this Chapter and Title 7, Hayden Development Code.
- C. “Primary residence” means the place in which a person’s habitation is fixed for the term of the license and is the person’s usual place of return. A person can have only one (1) primary residence.

- D. "Short-term rental" means any dwelling unit offered, provided, or operated as lodging accommodations to guests in exchange for remuneration for a period of less than thirty (30) consecutive days. This definition does not include offering use of one's property to another where no fee is charged and collected, and also specifically excludes use of recreational vehicles, travel trailers, or mobile homes located in a mobile home, trailer or RV park.

**5.25.030 License Required; Term of License; Renewal Application**

- A. It shall be unlawful to offer, provide or operate a short-term rental in the Town without first obtaining a license as provided in this Chapter and in compliance with any and all applicable laws and regulations adopted pursuant thereto.
- B. All licenses issued under this Chapter shall be valid for a period of one (1) year from the date of their issuance.
- C. An application for renewal of an existing license shall be made on forms provided by the Town. At the time of the renewal application, each applicant shall pay the requisite fee to the Town as set forth in the Town Fee Schedule and include a copy of any notice of violation of any law or regulation, including disciplinary action against the license.
- D. A short-term rental license may not be renewed if there are causes for denial, suspension, revocation or other licensing sanctions as provide in this Chapter, or rules and regulations promulgated thereto.
- E. Except where the Town has received a complete renewal application along with the requisite fees, it shall be unlawful for any person to operate a short-term rental after the expiration date recorded upon the face of the short-term rental license.

**5.25.040 Issuance or Denial**

A license shall be denied under this Chapter if:

- A. The short-term rental is not the applicant's primary residence. In determining whether a location is the applicant's primary residence for short-term rental licensing purposes, the Town may consider any of the following factors:
- a. Whether the applicant has or claims any other location for domestic, legal, billing, voting or driver's licensing purposes;
  - b. Whether and how often the applicant returns to the short-term rental or resides at any other location within the calendar year;
  - c. Whether the address listed on an applicant's legal documents or tax assessment records is different than the address of the short-term rental;
  - d. Whether an applicant's business pursuits, employment, income sources, residence for income or other tax purposes, leaseholds, situs of personal and real property, and motor vehicle registration indicate that the short-term rental is the applicant's primary residence;
  - e. Whether the amount of time that the short-term rental has been, or will be, rented within the calendar year indicates the short-term rental is or is not the applicant's primary residence;
  - f. Whether the applicant is actively deployed in the United States military; or
  - g. Whether any other relevant information discovered by the Town or submitted by the applicant indicates that the short-term rental is or is not the applicant's primary residence.

- B. There is good cause to deny the application. The term “good cause” means:
  - a. Evidence that an applicant or licensee has violated, does not meet, or has failed to comply with any of the terms or conditions placed on his license, any city or state law, or any rules and regulations promulgated thereunder, including, but not limited to, Section 7.28.160, Hayden Development Code, as may be amended.
  - b. Evidence that the short-term rental has previously been, or will be, operated in a manner that adversely affects the public health, safety or welfare of the immediate neighborhood in which the short-term rental is located.
- C. The applicant fails to provide a complete application and documentation required herein.
- D. The applicant fails to obtain or maintain insurance in the adequate amounts.
- E. The application fails to comply with any state or local laws, or any rules and regulations adopted pursuant thereto.

**5.25.050 Application.**

- A. Before any license under this Chapter is issued, an application shall be made upon forms provided by the Town. The Town may require additional documentation associated with the application as may be necessary to enforce the requirements of this Chapter. In addition to any other requirements, applicants shall provide the following documentation showing the Town address of the short-term rental:
  - a. A valid Colorado driver’s license or a valid Colorado state identification card; and
  - b. At least two (2) of the following documents indicating that the short-term rental is the applicant’s primary residence:
    - i. Proof of a valid motor vehicle registration;
    - ii. Proof of voter registration;
    - iii. Federal or state tax returns or other financial documentation;
    - iv. A utility bill; or
    - v. Any other legal documentation deemed sufficient by the Town which is pertinent to establishing primary residency; and
  - c. Proof of possession of the short-term rental, either by valid warranty deed, valid lease, or other verification of the tenant’s right to possession of the premises. If the applicant does not own the dwelling unit, the applicant must also provide written documentation from the property owner allowing the applicant to conduct a short-term rental on the proposed licensed premises; and
  - d. Valid State and Town sales tax licenses.
- B. The applicant shall self-certify that the information on the application is accurate and truthful under penalty of perjury under the laws of the State of Colorado.

**5.25.060 Unlawful acts.**

- A. Safety requirements. It shall be unlawful to operate a short-term rental without a functioning smoke detector, carbon monoxide detector, and fire extinguisher on the licensed premises.
- B. Primary residence. It shall be unlawful to operate a short-term rental in any location that is not the applicant’s primary residence.
- C. Compliance with Town and State laws. It shall be unlawful to operate a short-term rental that does not comply with all applicable Town and State laws.

- D. Advertising. It shall be unlawful to advertise a short-term rental without the license number clearly displayed on the face of the advertisement. For the purposes of this section, the terms “advertise”, “advertising” or “advertisement” mean the act of drawing the public’s attention to a short-term rental.
- E. Insurance. It shall be unlawful to operate a short-term rental without fire, hazard and at least \$1,000,000 in liability insurance that covers the use of the property as a short-term rental at all times.
- F. Unlawful transactions. It shall be unlawful for any booking service provider to receive payment, directly or indirectly, for an unlicensed short-term rental located in the Town. The provisions of this subsection (F) are entirely strict liability in nature.
- G. Records. It shall be unlawful for any person or entity to fail to comply with Section 5.25.100.
- H. Penalty. In addition to the general penalty provided for in Chapter 1.8, Hayden Municipal Code, a booking service provider who violates subsection (F) or (G) of this section shall be subject to a civil penalty of one thousand dollars (\$1,000.00) per violation per day.

**5.25.070 Brochures.**

Each short-term rental shall provide a brochure on the licensed premises that includes the licensee’s contact information, a local responsible party’s contact information, and any necessary emergency contract information. For the purposes of this section, “local responsible party” means an individual located in the Town during the entire length of the short-term rental period who has access to the licensed premises and is authorized to make decisions regarding the licensed premises. The brochure shall also provide information pertinent to the neighborhood where the short-term rental is located including, but not limited to, parking restrictions, restrictions on noise and amplified sound, trash collection schedule, relevant watering restrictions, fire evacuation routes, and any other information, as required by the Town, applicable to the short-term rental and the surrounding neighborhood.

**5.25.870 Licenses Non-Transferable.**

No license granted pursuant to this Chapter shall be transferable from one (1) person to another or from one (1) location to another.

**5.25.090 Disciplinary Actions, Sanctions.**

- A. A short-term rental license may be suspended or revoked for any of the grounds for denial set forth in Section 5.25.040 of this Chapter.
- B. Procedures for investigation of license violations and for suspension, revocation or other licensing sanctions as a result of any such violation shall be as proved by rules and regulations promulgated by the Town.

**5.25.100 Records.**

- A. Each short-term rental licensee shall maintain the following records for the past year:
  - a. Total number of nights the short-term rental was rented to a guest; and
  - b. The dates in which the short-term rental was rented by a guest.
- B. Each booking service provider shall maintain the following information for short-term rental transactions facilitated in the Town within the past five years:
  - a. The name of the person who offered the short-term rental;
  - b. The address of the short-term rental;
  - c. The dates for which the short-term rental was booked by a guest;

- d. The price paid by the guest for each short-term rental transaction; and
- e. The short-term rental license number.

The Town shall maintain and make publicly available a list of all licensed short-term rentals within the Town.

**Section 2. Effective Date.**

This Ordinance, immediately on final passing and adoption, shall be published by the Town Clerk in accordance with Section 3-3h of the Home Rule Charter and recorded in the Town Book of Ordinances kept for that purpose, authenticated by the signatures of the Mayor and Town Clerk. This Ordinance shall be in force and take effect fifteen (15) days after second publication in accordance with Section 3-3h of the Hayden Home Rule Charter.

**Section 3. Public Hearing**

A public hearing on this Ordinance will be held on the 3rd day of March, 2022 at or about 7:30 p.m. at the Hayden Town Hall, 178 West Jefferson Ave, Hayden, Colorado.

**INTRODUCED, READ, AND ORDERED PUBLISHED PURSUANT TO SECTION 3-3 (d) OF THE HAYDEN HOME RULE CHARTER, BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF HAYDEN, ON THE 17<sup>th</sup> DAY OF FEBRUARY, 2022.**

\_\_\_\_\_  
Zachary Wuestewald, Mayor

ATTEST

\_\_\_\_\_  
Sharon Johnson, Town Clerk

**FINALLY ADOPTED, PASSED, APPROVED, AND ORDERED PUBLISHED PURSUANT TO SECTION 3-3 (h) OF THE HAYDEN HOME RULE CHARTER, BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF HAYDEN, ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2022.**

\_\_\_\_\_  
Zachary Wuestewald, Mayor

ATTEST

\_\_\_\_\_  
Sharon Johnson, Town Clerk



Town of Hayden  
Town Council Agenda Item

**MEETING DATE:** March 3, 2022

**AGENDA ITEM TITLE:** Review and Consider Approval of Proposed Language Section 7.28.160 Short-term Rentals within the development code and

**AGENDA SECTION:** Old Business

**PRESENTED BY:** Mary Alice Page-Allen and Mathew Mendisco

**CAN THIS ITEM BE RESCHEDULED:** Not preferred.

**BACKGROUND REVIEW:** At the February 17, 2022 the Town Council delayed the adoption of the proposed section (insert here) of the development code that adopts the short-term rental section of the development code. Council was presented with additional information which is included in the packet. Staff has not changed our recommendation, however, we acknowledge that what ever "rules" the Council accepts will be manageable at a staff level.

**RECOMMENDATION:** Move to approve section (insert here) of the new proposed development code to implement the regulation of short-term rentals within the Town of Hayden

**MANAGER RECOMMENDATION/COMMENTS:** *I concur with the recommendation.*

2/17/22  
DALLAS ROBINSON

My concern with Ordinance No. 712 as written is specifically with the Prohibition of STR's Not considered the Owners Primary Residence.

1. I support your decision to address this issue with Ordinance No. 712.
2. I feel the spirit of this Ordinance is a good one.
3. Nonetheless, I feel that a few key points have been overlooked that would otherwise provide a life changing opportunity to motivated or growing families that have chosen to make Hayden their long term or forever home. A place to grow their family and prosper.
4. I feel it's especially important to do this now, before too many others like me, have committed to a plan that was well within the provisions and even encouraged by the town at one point.
5. I truly believe we stand on common ground and that there is a healthy and reasonable compromise to be made, that will be beneficial to everyone in the town.
6. I understand your concerns and I share them, but I think the risk can be contained and value added to this community.
7. I want to present to you with a few reasons and ways a limited and controlled number of dedicated STR's within the residential zones, can benefit the town and provide opportunity to some motivated and committed Hayden-ites, that they would never have otherwise.

As everyone knows, especially for the working-class, a home mortgage usually represents a lifetime of bondage to lenders which few are able to escape. Converting a home into a Short Term Rental can potentially fast track this process, and possibly allow a home owner to pay off their debt in a much shorter period of time and create a business opportunity for them. Further, this could allow them the chance to upgrade as they grow.



In short:

By totally banning these units, in the residential zones, this Ordinance excludes the very residence the Town is committed to serve. Hayden home owners, looking for an opportunity that they can reasonably achieve, are barred from the same opportunity that you are affording commercial and Industrial land owners. Many of whom, do not live in the Town of Hayden.

My suggestion, specifically pertaining to: STR's Not classified as a Primary Residence is as follows:

1. Applicants within this classification will be required to show proof that the home has served as the applicant's permanent residence for no less than 2 years prior to conversion.
  - a. This will assure that the opportunity is provided only to the True Residence of Hayden that the Town is committed to serve.
2. The number of said units, that would be allowed within the residential zones mentioned will be limited and capped.
  - a. The allowance can be calculated based on the Number of Homes with the zones in question.
  - b. For Example:
    - i. Let's say there are roughly 650 homes in the residential zones mentioned.
    - ii. If the town was to limit the number of STR's within these zones to 1%, that would be 6.5 in the entire town.
    - iii. You could adjust that multiplier to whatever number seems reasonable.
3. In order to avoid an accumulation or congestion in any give area, and to avoid over capitalization by a specific demographic, the town could further limit the number of these units in any given neighborhood or subdivision.

A few basic reasons to make provisions wide range of STR's (especially a few entire homes).

1. It's an opportunity for the average home owner, strapped with a mortgage, to achieve financial freedom.
2. This can generate Wealth & Create Jobs
  - a. Benefits directly to the home owner
    - i. Ownership income
    - ii. Provide the opportunity to keep their home in the family
    - iii. Could provide retirement income
    - iv. This could provide a means to pay off a mortgage in ½ to ¾ the time it would normally take (which is normally 30 + years).
  - b. Indirect (benefit to the towns people)
    - i. Job Creation
      1. Individuals can build businesses to provide Services and Management of the Units
    - ii. Support for Local Businesses and Events
      1. Retail
      2. Food & Restaurants
      3. Recreation and Entertainment
3. Provides Value to everyday citizens
  - a. Families, large and small, coming home to visit relatives and friends will have a comfortable, private place to stay. In Hayden.
    1. During Holidays
    2. For Weddings
    3. For Class Reunions
    4. Local Historic Events
      - a. Hayden Days
      - b. Fair
      - c. Graduations
  - ii. Hunting Season
    1. Many Families return to Hayden during this time but have no comfortable. private place to stay in their home town. Especially if they bring the family.
    2. Local Outfitters are often looking for places to put up their hunters.
- b. For Progress
  - i. Hayden could capitalize on the overflow from Steamboat
  - ii. Hayden provides a more affordable Small-Town Feel
  - iii. This will provide support for Local Businesses
  - iv. Create a More Diverse Marketplace in general



**Town of Hayden**

**Town Council Agenda Item**

**MEETING DATE:** March 3, 2022

**AGENDA ITEM TITLE:** Review and Consideration for Resolution 2022-05 A Resolution of the Town of Hayden, Colorado adopting a Fee Schedule

**AGENDA SECTION:** New Business

**PRESENTED BY:** Sharon Johnson

**CAN THIS ITEM BE RESCHEDULED:** preferred not

**BACKGROUND REVIEW:** The Town Code 7.04.100 Fees states the Town Council may adopt, amend and update a schedule of fees by Resolution. The Town of Hayden Fee Schedule for the fiscal year of 2022 was approved by Resolution 2021-23 on December 2, 2021; with the adoption of the new Development code on February 17, 2022 by Ordinance 711 An Ordinance Amending the Hayden Municipal Code by Adopting and Reenacting Title 7: The Hayden Development Code; Repealing All Conflicting Ordinances; Providing for Severability; and Providing An Effective Date, the Town of Hayden Fee Schedule Appendix B Development Fees are in need of updating.

**RECOMMENDATION:** Move to approve Resolution 2022-05 A Resolution of the Town of Hayden, Colorado adopting a Fee Schedule Appendix B

**MANAGER RECOMMENDATION/COMMENTS:** *I concur with the recommendation.*

RESOLUTION NO. 2022-05

A RESOLUTION OF THE TOWN OF HAYDEN, COLORADO ADOPTING A FEE SCHEDULE

RECITALS

1. On October 6, 2005, the Board of Trustees passed an Ordinance establishing rate, fees and charges for the Town of Hayden.
2. The Ordinance provided that a Fee Schedule may be adopted by Resolution and be amended as needed from time to time by Resolution.
3. 2022 Fee Schedule was adopted by Resolution 2021-23 on December 2, 2021. The State Liquor Fees were changed following the adoption. Resolution 2022-03 updated the Liquor License Fees for 2022 Appendix A
4. The Development Code was adopted by the Hayden Town by Ordinance 711 An Ordinance Amending the Hayden Municipal Code by Adopting and Reenacting Title 7: The Hayden Development Code; Repealing All Conflicting Ordinances; Providing for Severability; and Providing an Effective Date. With the adoption of Ordinance 711, a new 2022 Fee Schedule Appendix B will need to be updated and approved.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO THAT:

Section 1. A 2022 Fee Schedule, Appendix B: *Fees, Rates and Charges Pursuant to the Hayden Town Code*, and attached hereto, are hereby adopted.

Section 2. This Resolution shall be in full force and effective upon its adoption.

PASSED, APPROVED AND RESOLVED THIS 3<sup>rd</sup> DAY OF March 2022.

\_\_\_\_\_  
Zachary Wuestewald, Mayor

ATTEST:

\_\_\_\_\_  
Sharon Johnson, Town Clerk

**Development Fee Schedule  
Town of Hayden  
Appendix B**

**BASIC APPLICATION FEES:** The Basic Application Fees listed shall be paid in full at the time of application. An application will not be deemed and scheduled for review until the Basic Application Fee has been paid in full. The Basic Application Fee is designed to cover basic filing, inspection, publication and processing costs. It also includes the minimum amount of staff time typically required for an application of that type.

**HOURLY FEES:** Hourly Fees will be charged for staff time not covered by the Basic Application Fees. Staff time will be charged at a minimum rate of **\$100 per hour**.

**ADDITIONAL FEES:** Additional Fees may be charged at the discretion of the Town Manager for professional consultants, special research/analysis or when deemed necessary and reasonable based on the nature and character of the review required or where unusual issues are presented which may require additional review. Fees for independent consultants and studies may include an additional 15% administrative charge.

**RENEWAL FEES:** 50% of the Basic Application Fee will be charged to process renewals that are authorized under the original conditions of approval.

**AGREEMENT FOR PAYMENT:** Applicants shall submit an Agreement for Payment of Development Review Expenses in a form approved by the Town Manager and the associated deposit identified therein concurrently with application materials as such is required as noted below.

**APPROVALS CONTINGENT ON FULL PAYMENT OF ALL APPLICABLE FEES:** This includes any and all Basic Application Fees, Hourly Fees, Surcharges and/or Additional Fees. Approvals with outstanding balances that exceed 35 days may be deemed null and void.

Development Use Process	Basic Application Fees	Notes
Pre-Application Conference	\$250	Fee will be applied to subsequent application if such moves forward
Minor Use Permit	\$100	
Administrative Permit	\$250	Agreement for Payment of Expenses Required
Conditional Use Permit	\$500	Agreement for Payment of Expenses Required
Site Plan:		
Commercial	\$400 + .05/sq ft for gross bldg area over 5,000	Agreement for Payment of Expenses Required
Industrial	\$600	Agreement for Payment of Expenses Required
Multi-Family Residential:		
Apartments/Condos	\$300 + \$10/unit	Agreement for Payment of Expenses Required
Townhomes	\$250 + \$15/unit	Agreement for Payment of Expenses Required
Right-of-Way Vacation	\$400	Agreement for Payment of Expenses Required; Concurrent Final Plat may be required.
Master Plan Amendment	\$300	Agreement for Payment of Expenses Required
Code Text Amendment	\$300	Agreement for Payment of Expenses Required
Rezoning/Zoning Map Amendment	\$500	Agreement for Payment of Expenses Required
Planned Unit Development (PUD) Review:		

**Development Fee Schedule  
Town of Hayden  
Appendix B**

PUD/PUD Amendment	\$1,000	Agreement for Payment of Expenses Required
Board of Adjustment Appeal	\$400	Agreement for Payment of Expenses Required
Minor Variance	\$250	Processed as an Administrative Permit
Variance	\$400	Agreement for Payment of Expenses Required
Historic Site Designation	\$250	Agreement for Payment of Expenses Required
Annexation	\$2,000	Agreement for Payment of Expenses Required
Flood Hazard Area Permit	\$400	Agreement for Payment of Expenses Required
Subdivision Fees:		
Administrative Plat ( <i>Includes Duplex Plats, Plat Corrections, Lot Line Adjustments or Consolidation Plats</i> )	\$450	Agreement for Payment of Expenses Required
Minor Subdivision		Agreement for Payment of Expenses Required
Sketch Plan	\$1,000 + \$10/lot/dwelling unit	Agreement for Payment of Expenses Required
Preliminary Plat	\$1,500 + \$15/lot/dwelling unit	Agreement for Payment of Expenses Required
Final Plat	\$600	Agreement for Payment of Expenses Required
<b>AFTER THE FACT REVIEW:</b> An additional charge equal to the total applicable Basic Application Fee(s) shall be applied to all applications for Approvals that are received after the start of construction or operation. These additional fees will not be used to offset any Hourly Fees that may apply.		
<b>MULTIPLE PROCESSES:</b> In general, an application will be charged the total of all applicable Basic Application Fees at the time of application. However, the Town Manager may adjust the aggregate of fees for <b>concurrent multiple processes</b> based upon the scope and complexity of each affected application and the cost to the Town to complete the reviews.		
<b>CRITERIA FOR WAIVER OF FEES FOR SPECIAL PROJECTS:</b> Fees may be reduced or waived by the Town Manager. In general, but not limited to, the following categories will be used to determine if a fee reduction or waiver is appropriate: a. Projects of public entities; b. Projects of non-profit entities that will have a substantial benefit to the citizens of the Town of Hayden; or c. Projects initiated by the Town of Hayden		