



Community & Economic Development Department  
Planning & Development  
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### Development Team Review Comments

The following comments have been provided by reviewers of your land use application. At this time, a resubmittal of your application is required before this case is ready to be scheduled for public hearing.

To prepare your resubmittal, you will be expected to provide:

- A response to each comment with a description of the revisions and the page of the response on the site plan;
- Any revised plans or renderings; and
- A list identifying any additional changes made to the original submission other than those required by staff.

Resubmittal documents must be provided electronically through e-mail or a flash drive delivered to the One-Stop Customer Service Center. The following items will be expected by our One-Stop Customer Service Center:

- One digital copy of all new materials
  - All digital materials shall be in a single PDF document
  - The single PDF document shall be bookmarked
  - If a Subdivision Improvements Agreement, Legal Description, or Development Agreement is required, then an additional Microsoft Word version of these documents shall also be provided
  - Electronic copies can be emailed to [epermitcenter@adcogov.org](mailto:epermitcenter@adcogov.org) as a PDF attachment. If the files are too large to attach, the email should include an unlocked Microsoft OneDrive link. Alternatively, the resubmittal can be delivered to the One-Stop counter on a flash drive.

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## Re-submittal Form

Case Name/ Number: \_\_\_\_\_

Case Manager: \_\_\_\_\_

### Re-submitted Items:

- Development Plan/ Site Plan
- Plat
- Parking/ Landscape Plan
- Engineering Documents
- Subdivision Improvements Agreement (Microsoft Word version)
- Other: \_\_\_\_\_

**\* All re-submittals must have this cover sheet and a cover letter addressing review comments.**

**Please note the re-submittal review period is 21 days.**

The cover letter must include the following information:

- Restate each comment that requires a response
- Provide a response below the comment with a description of the revisions
- Identify any additional changes made to the original document

For County Use Only:  Date Accepted:  Staff (accepting intake):  Resubmittal Active: Engineering; Planner; Right-of-Way; Addressing; Building Safety; Neighborhood Services; <u>Environmental</u> ; Parks; Attorney; Finance; <u>Plan Coordination</u>
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## Development Review Team Comments

**Date:** 9/27/2024

**Project Number:** RCU2023-00068

**Project Name:** Hurley Riding Academy

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**Commenting Division:** Plan Coordination 3rd Review

**Name of Reviewer:** David DeBoskey

**Date:** 09/27/2024

**Email:**

**Resubmittal Required**

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**Commenting Division:** Planner Review 3rd Review

**Name of Reviewer:** David DeBoskey

**Date:** 09/27/2024

**Email:**

**Complete**

Planning Review is completed. Applicant will continue pursuing building and fence permits. If permits not obtained by time of hearing, they will become conditions of approval.

Please respond to Environmental comments.

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**Commenting Division:** Environmental Analyst Review 3rd Review

**Name of Reviewer:** Megan Grant

**Date:** 09/18/2024

**Email:**

**Resubmittal Required**

ENV3-1. Please provide a copy of the contract for the portable restrooms and hand washing stations, including start and end dates of service and service location/address.

ENV3-2. The Operations Plan should be provided to Adams County and Adams County Health Department (ACHD) for review, including the descriptions of how noise, light, odor, food and animal waste, pests arising from animal uses, and trash will be controlled to mitigate off-site impacts. Please provide this documentation for review and approval.

ENV3-3. All animal and food waste shall be handled and disposed of in a sanitary manner as approved by ACHD.

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**Commenting Division:** Development Engineering Review 3rd Review

**Name of Reviewer:** Hugo Labouriau-Lacerda

**Date:** 09/05/2024

**Email:**

**Complete**

ENG1: Based on Trip Generation Analysis, discussions with staff and site visit, Traffic Impact Study requirement may be waived.

ENG2: Hard surface parking requirement will be decision made by Planning staff. No further engineering requirements.

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**Commenting Division:** Application Intake 3rd Review

**Name of Reviewer:** Sophia Swanson

**Date:** 09/04/2024

**Email:**

**Complete**

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**Commenting Division:** Plan Coordination 2nd Review

**Name of Reviewer:** David DeBoskey

**Date:** 06/28/2024

**Email:**

**Resubmittal Required**

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**Commenting Division:** Planner Review 2nd Review

**Name of Reviewer:** David DeBoskey

**Date:** 06/28/2024

**Email:**

**Resubmittal Required**

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2nd Review

PLN2. a. Is there a reason why the marked parking spots do not cover the entire marked parking area? Parking areas, in real life, need to have demarcated spots throughout the parking areas. This could look like parking stall blocks/stoppers or another solution such as a new parking surface.

b. Is there is no other way to access the parking besides the home driveway access? Is there access to the back of the property from the parking area? This needs to be labeled if so.

c. Does this parking area have enough space for everyone who visits the site? Workers, employees, parents, veterinarians?

d. The parking area for this business must adhere to ADA standards and have and an accessible parking spot. "Parking spaces for the physically handicapped shall have a stall width of thirteen (13) feet unless the space is parallel to a pedestrian walkway. All other dimensions for the space shall be the same as those for standard parking spaces.

e. Handicap parking spaces shall be located as close as possible to the nearest accessible building entrance using the shortest accessible route of travel. Whenever possible, the accessible route should not cross lanes for vehicular travel.

f. Each handicap space shall be clearly designated as being reserved for the use of the physically handicapped with the appropriate signing and/or pavement marking."

g. What is the plan for controlling dust from the parking area and drop off lane? The lane in particular is adjacent to the animals with no screening. The dust must be mitigated. Moreover, automobile effuse adjacent to animal habitats is a concern that must be addressed. How will you manage the dust and effuse? Installation of a particular surface can be a pathway to mitigate those concerns. Screen fencing can too.

PLN3. Can you please provide proof of an approved permit for the shop building? It doesn't appear on the property profile.

PLN4. Do you process the chickens for food on site? Where do you do that on site?

PLN6. We do not have permits on file for any of the fences over 42 inches. Those fences need permits.

PLN11. Do the Vets (or anyone) drive onto the site in case an animal needs to be taken off-site? Health being one of the reasons for that, but also if the animals are being auctioned?

PLN14. I referenced the wrong building it appears. Looking at the permit profile it looks as though only 2 buildings are permitted: the home and the outbuilding barn to the south. Not the shop building to the north. Is there a permit for that building?

PLN15. All vehicles on site must be either personal or for agricultural purposes.

PLN20: So, if you have 6 horses that means as most 36 kids? what about parents? 2 per kid or 1 per kid? What if parents want to stay? Are they required to stay? Where do they park? Is the parking lot big enough?

PLN21: All programming must stay on-site.

PLN22. Is that considered into the parking accommodation?

PLN24. This comment was not addressed.

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**Commenting Division:** Development Engineering Review 2nd Review

**Name of Reviewer:** Hugo Labouriau-Lacerda

**Date:** 06/28/2024

**Email:**

**Resubmittal Required**

ENG1: Based on findings from Trip Generation Analysis (TGA) a Traffic Impact Study (TIS) will be required. Since the anticipated trips is equal to or exceeds 50 per day a Level 2 TIS is required with a study area of 1/4 mile.

ENG2: Hard surface parking will also be required based on anticipated vehicle traffic generated and per section 4-15-02-05 of the Adams County Development Standards and Regulations. Hard surface parking area will be used for dust mitigation and to prevent vehicle fluid seepage into ground.

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**Commenting Division:** Environmental Analyst Review 2nd Review

**Name of Reviewer:** Megan Grant

**Date:** 06/25/2024

**Email:**

**Resubmittal Required**

ENV2-1. How will water, restrooms, and hand washing facilities be provided for the attendees?  
Applicant has indicated no additional use of water well and septic other than single family residential.

ENV2-2. What is the distance between the septic leach field and the parking area?

ENV3. Please update the site plan to indicate actual dimensions, distances, and setbacks for the septic system components, including the soil treatment area (leach field), from the existing buildings and equestrian facilities.

ENV4. Please provide current documentation for the septic system (e.g., the findings of the most recent system service and pumping). The records provided by the applicant are from 1973-1986.

ENV9. Please address how nuisance conditions related to dust, noise, light, odor, food and animal waste, and pests arising from animal uses will be controlled to mitigate off-site impacts within a written Operations Plan. The Operations Plan should be provided to Adams County and Adams County Health Department (ACHD) for review.



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**Commenting Division:** Application Intake 2nd Review

**Name of Reviewer:** Rayleen Swarts

**Date:** 06/06/2024

**Email:**

**Complete**

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**Commenting Division:** Planner Review

**Name of Reviewer:** David DeBoskey

**Date:** 03/01/2024

**Email:**

**Resubmittal Required**

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PLN0 No action (all other comments require action or acknowledgement): Conditional use permit for a riding stable/academy to be permitted within the Agricultural-2 zone district as an accessory use to a single-family residential use.

Current: A-2. FLU: Residential Low. Acres: 4.32 (Non-conforming: minimum size is 10 acres). Layton Subdivision.

PLN1: Site plan needs clearer illustrations of titles. Some titles of structures are illegible unless zoomed in.

PLN2: Clearly demarcate the existing parking area. Is there any other access to it besides through the driveway? Where do employees park?

PLN3: Site plan and aerial photos don't completely match. Are all the existing structures shown on site plan? Are some taken down?

Site plan also does not identify everything on it. A map key and legend would be helpful.

Please label all pathways for vehicles and animals.

PLN4: Are there any other kinds of animals (farm and non-farm) on site? How many of each? Where are their pens/stalls/etc. on the site if the other animals exist?

PLN5: Site plan shows an arena fence that is not to scale according to county aerial records. Please update the scale to illustrate the size and it's distance from property lines and the ditch. And make property lines and any easements along ditch clear as such.

PLN6: What type of fencing is "pasture fence" in this scenario? Is it a privacy fence or open? How tall is it? Is it the same all around? County does not have records of fence permits pulled. Separate fence permits will have to be applied for.

PLN7: Please show adherence to these regulations:

#### 4-03-02-02-04 STABLES

Setback from Residence on Property: All stables shall be set back twenty-five (25) feet from any residence on the property.

Setback from Adjacent Property: All stables shall be set back one hundred (100) feet from any dwelling or pool on an adjacent property.

Maintenance: All animal and food waste shall be handled and disposed of in a sanitary manner as approved by Adams County Health Department. When in use, stables shall be cleaned weekly.

Pest Control: Environmental and/or chemical and scientific controls shall be provided for pest control.

- Do you have other pest control measures beyond Spalding Fly Predators? What are they?

Drainage: Adequate drainage facilities or improvements shall be constructed to protect any adjacent rivers, streams, or other bodies of water from pollution. Stables shall be well drained and dry, and shall not be located within or cross drainages whether intermittent or perennial.

-Look to Engineer's Comments

Care of Animals: All animals shall be cared for in a humane and sanitary manner as approved by Adams County Animal Management.

PLN8: The Environmental Analyst will go more in depth to this and will be the primary reviewer of this, but permits are needed for water for horses (and other animals if existing). If animals are your business, a commercial well is required.

PLN9: All septic systems must be fenced off from any animal activity. Site plan must reflect this too.

PLN10: Does the sand base come from off-site?

PLN11: Do the veterinarians go on site?

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**Commenting Division:** Planner Review

**Name of Reviewer:** David DeBoskey

**Date:** 03/01/2024

**Email:**

**Comment**

PLN12: Will there be lighting on site?

PLN13: Maintaining the quality of the water in the Signal Ditch, immediately to the west of the property is very important. What is your plan to ensuring water quality does not deteriorate, because of animal?

PLN14: County records only show that two structures were permitted: The dwelling and the northern structure. The structure within the horse area must be permitted or taken down.

PLN15: County images shows storage and vehicles throughout north and northeast portions of the property. Please list what is on the site in these areas. Indicate if there are boats, trailers agricultural equipment, etc. Are they associated with the business?

PLN16: Is drop-off area within the Right-of-Way?

PLN17: What is the area shown on county imaging, not shown on site plan, that is in between septic area and round pen?

PLN18: What are the hours of operation? Which days? When during the year does this take place? Answer in months please.

PLN19: Do you bring in outside horses?

PLN20: How many people visit the site daily (adults and children)? What is the max for one event?

PLN21: Are all program activities contained on site? Or off-site? And then how often off-site?

PLN22: How many trainers or instructors that go onto the site?

PLN23: What is the frequency of the lessons? Of other programs?

PLN24: Please read the comment letters from Xcel and CDPHE and acknowledge here that you understand the letters and will abide by th

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**Commenting Division:** Building Safety Review

**Name of Reviewer:** Heather Whitaker

**Date:** 03/01/2024

**Email:**

**Complete**

BSD1- Building permits would be required for each structure, to include any required plumbing and electrical to be added. Engineered plans will be required to obtain permits.

BSD2- Applicant should refer to commercial and industrial submittal requirements. Here is a link for your reference: [https://epermits.adcogov.org/sites/default/files/Commercial\\_Industrial%20Submittal%20Requirements\\_20\\_0.pdf](https://epermits.adcogov.org/sites/default/files/Commercial_Industrial%20Submittal%20Requirements_20_0.pdf)

BSD3- Current adopted codes are the 2018 International Building Codes and the 2017 National Electrical Code.

BSD4- Applicant should contact Fire Department for their requirements. This is a separate permit, review, and inspection with your local fire department. Plan review approval from the fire department will be required at time of building permit.

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**Commenting Division:** Environmental Analyst Review

**Name of Reviewer:** Megan Grant

**Date:** 02/29/2024

**Email:**

**Resubmittal Required**

ENV1. Are any horses (or other animals) boarded (owned by other people) on the facility? Please provide this information including number to Adams County for review.

ENV2. Please refer to comments provided by the Colorado Department of Public Health and Environment (CDPHE) on the proposed project.

The following comments apply to the septic system:

ENV3. Please update the site plan to indicate actual dimensions, distances, and setbacks for the septic system components, including the soil treatment area (leach field), from the existing buildings and equestrian facilities. Is the fenced corral/shed area on top of the leach field? It is not shown on the current site plan.

ENV4. Please provide current documentation for the septic system (e.g., the findings of the most recent system service and pumping). The records provided by the applicant are from 1973-1986.

ENV5. Is the septic system sized to handle additional usage from the proposed commercial operation? Are additional restrooms and sink facilities proposed/necessary? Please provide this information to Adams County for review.

ENV6. Adams County Health Department (ACHD) regulates On-Site Wastewater Treatment Systems, also known as septic systems, through the issuance of permits to install, repair, expand, use, or operate a system. Per ACHD Regulation O-22, setback distances from septic tanks, pipes, and soil treatment areas (also called leach fields) must be maintained for proposed and existing structures. The regulation, including setback requirements, can be found at <https://adamscountyhealthdepartment.org/septic-system-and-use-permits>.

**ENV7. OWTS – Use Permit (Expansion Beyond Design)**

Where the applicant proposes to expand the use of an existing OWTS beyond the design capacity of said system, a use permit must be obtained from ACHD per Regulation Number O-22, Section 3. To obtain a Use Permit, the OWTS will need to be inspected by a National Association of Wastewater Technicians (NAWT) Certified Use Permit Inspector. A list of Certified Inspectors is available here <http://www.nawt.org/search.html>. If it is determined by the inspector that the system has deficiencies that require repair, these repairs must be completed prior to ACHD issuing a Use Permit.

**ENV8. OWTS – Use Permit (Commercial)**

Per Adams County Health Department Regulation Number O-22, Section 4, an OWTS Use Permit must be obtained within 12 months prior to a change in use of the property from residential to commercial. To obtain a Use Permit, the OWTS will need to be inspected by a National Association of Wastewater Technicians (NAWT) Certified Use Permit Inspector. A list of Certified Inspectors is available here <http://www.nawt.org/search.html>. If it is determined by the inspector that the system has deficiencies that require repair, these repairs must be completed prior to ACHD issuing a Use Permit.

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**Commenting Division:** Environmental Analyst Review

**Name of Reviewer:** Megan Grant

**Date:** 02/29/2024

**Email:**

**Comment**

The following comments apply to nuisance conditions:

ENV9. Please address how nuisance conditions related to dust, noise, light, odor, food and animal waste, and pests arising from animal uses will be controlled to mitigate off-site impacts within a written Operations Plan. The Operations Plan should be provided to Adams County and Adams County Health Department (ACHD) for review.

ENV10. All animal and food waste shall be handled and disposed of in a sanitary manner as approved by ACHD.

ENV11. Environmental and/or chemical and scientific controls shall be provided for pest control.

ENV12. Riding areas/arena shall be operated in such a manner so that there is no adverse impact on surrounding properties relating to dust, erosion, odor, noise, glare, off-site illumination (more than one foot candle of illumination measured at the property line), waste disposal, traffic or parking congestion, and vehicle tracking.

ENV13. Lighting facilities shall be arranged and positioned so no direct light or reflection creates a nuisance or hazard on any adjacent property or right-of-way.

ENV14. Unpaved roads and parking lots in traffic and parking areas may contribute to increased fugitive dust emissions which can have negative impacts on health. If the area is not paved, the applicant shall develop a plan for fugitive dust control including the application of water on unpaved areas when needed based on dry conditions. Control measures or procedures that may be employed include, but are not limited to, watering, chemical stabilization, carpeting roads with aggregate, paving, suggested speed restrictions or other techniques. Non-potable water used for dust suppression (or any other non-potable uses) should be labeled appropriately.

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**Commenting Division:** Development Engineering Review

**Name of Reviewer:** Hugo Labouriau-Lacerda

**Date:** 02/29/2024

**Email:**

**Resubmittal Required**

ENG1: Applicant must submit Trip Generation Analysis (TGA) signed and stamped by a Professional Engineer (P.E.) in the state of Colorado. Traffic study submitted will NOT be sufficient.

ENG2: Based on traffic generated by use and anticipated visitors to site, hard surface parking area may be required by the County. Surface must conform to County standards and, based on parking area needed, additional drainage permitting and requirements may apply.

ENG3: If applicant is proposing any site improvements (new fencing, barns, etc.) associated building permits will be required. Also, no modifications to existing accesses will be approved for this lot at this time.

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**Commenting Division:** Neighborhood Services Review

**Name of Reviewer:** Cornelia Warnke

**Date:** 02/22/2024

**Email:**

**Complete**

There is a violation at this location at this time. VIO2023-00122 - Running a commercial business from residence without a permit - NOV Court Process

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