



# Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302 • Tel: 303.441.3930 • Fax: 303.441.4856  
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306 • [www.bouldercounty.org](http://www.bouldercounty.org)

**BOULDER COUNTY  
PLANNING COMMISSION  
PUBLIC HEARING**

**March 15, 2023 at 1:30 p.m.**

**Boulder County Courthouse, 3rd Floor,  
1325 Pearl Street, Boulder  
Virtual and in-person**

## STAFF RECOMMENDATION

**STAFF PLANNER:** Pete L’Orange, Planner II

### Docket SU-22-0011: Reed Vacation Rental

**Proposal:** Special Use review for a Vacation Rental on a 2.4-acre parcel located at 18651 Peak to Peak Highway.  
**Location:** 18651 Peak to Peak Highway (State Highway 7), located on the east side of Peak to Peak Highway, approximately 0.6 mile northwest of the intersection of State Highway 7 and State Highway 72 in Section 32, Township 3N, Range 72W.  
**Zoning:** Forestry (F) Zoning District  
**Owners/Applicants:** Micci Reed and Deborah Schoewaid

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## SUMMARY

The applicants request Special Review approval for a Vacation Rental for more than 60 nights per year for up to four (4) guests with a minimum 2-night rental period on an approximately 2.4-acre property within the Forestry (F) Zoning District. With the recommended conditions, staff finds the request can meet the Special Review Criteria in Article 4-601 of the Boulder County Land Use Code (the Code) and recommends the Planning Commission recommend conditional approval to the Board of County Commissioners.

## DISCUSSION

On December 3, 2020, the Board of County Commissioners conditionally approved docket DC-19-0005 Short-Term Dwelling Rental and Bed and Breakfast Update, which removed the previous Lodging Use of Short-Term Dwelling Rental and replaced it with three short-term rental categories, including Vacation Rental. In addition, the Board approved Ordinance No. 2020-01 (the “Licensing Ordinance”), to license Short-Term and Vacation Rentals within the unincorporated county. Under

the newly adopted Code provisions, Special Review approval is required to establish a Vacation Rental on unsubdivided property within the Forestry Zoning District that is less than five acres in size.



*Figure 1: Aerial photograph, with the subject property indicated in red.*

The applicants are requesting a Vacation Rental offering transient lodging accommodations to one booking party of up to four (4) guests at a time for approximately 150 nights per year. As the subject property is not the Primary Residence of the applicant (also the property owner) and the applicant expects to rent the property in excess of 60 days per year, the property cannot qualify as a Primary or Secondary Dwelling Short-Term Rental. Instead, per Article 4-507.E.2.a of the Code, Special Review is required for this request as the subject property is located within the Forestry (F) Zoning District and is less than five acres.

The subject property is approximately 0.24-acres with an existing 2,200-square-foot residence. The subject property is accessed via State Highway 7, also known as the Peak-to-Peak Highway, a Colorado Department of Transportation (CDOT) owned and maintained right-of-way (ROW). Legal access has been demonstrated via adjacency to this public ROW. There are no physical changes to the lot proposed by the applicants to support the Vacation Rental.

The Boulder County Comprehensive Plan identifies two (2) important resources on- or near the subject property, including the North St. Vrain Environmental Conservation Area (ECA) and the Peak-to-Peak Scenic Corridor. There is a View Protection Score of 5.0 assigned to State Highway 7 in the area of the property (this view protection score is discussed under review standard three below). A Comprehensive Plan map showing these identified resources is shown in Figure 2.

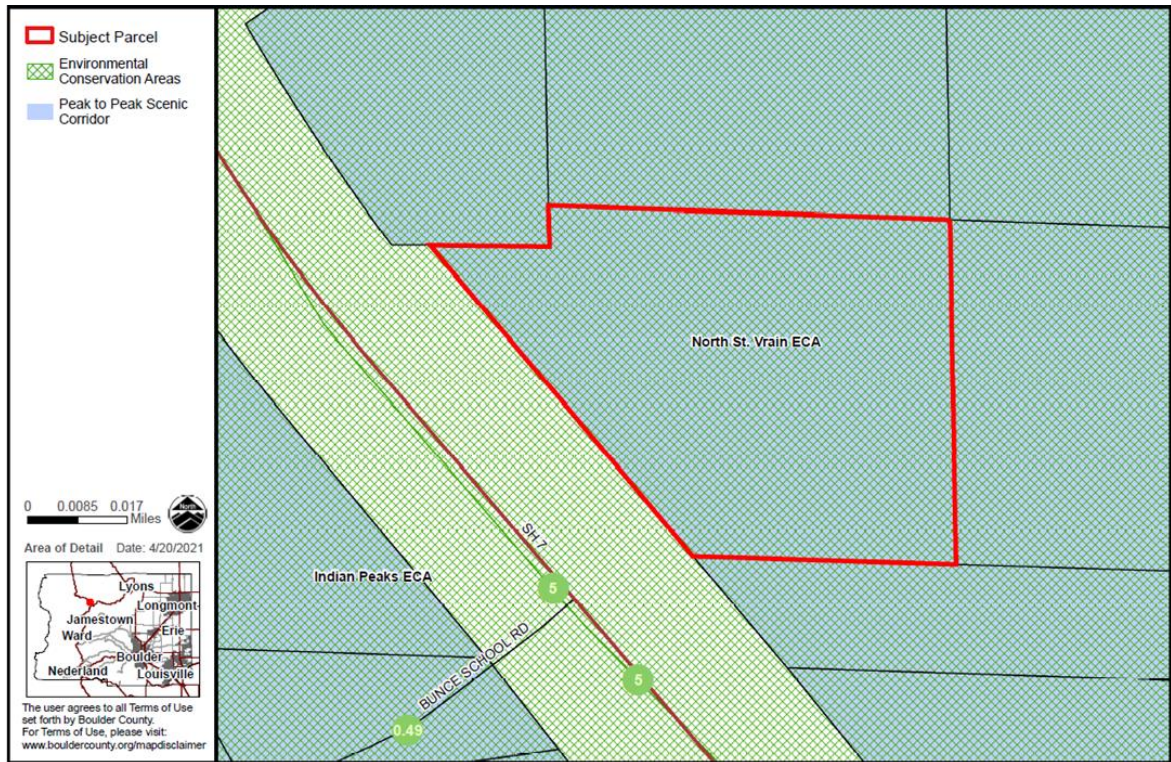


Figure 2: Comprehensive Plan map

As detailed in the criteria review below, staff finds that the proposed Vacation Rental can meet the Special Review Criteria in Article 4-601 of the Code, with the recommended conditions of approval.

## REFERRALS

This application was referred to the typical agencies, departments, and adjacent property owners. All responses received are attached and summarized below.

**County Development Review Team – Access & Engineering (DRT-A&E):** This team reviewed the request and responded that legal access is demonstrated, traffic will not negatively impact surrounding transportation networks, and that three parking spaces are required to accommodate the two approved bedrooms.

**County Public Health Department:** This department reviewed the proposal and responded that the existing on-site wastewater treatment system (OWTS) is sized for 2 bedrooms, with a maximum of four people, including children. In addition, Public Health recommended that the owner supply OWTS use guidelines to renters and mark OWTS component locations to prevent damage from vehicles.

**County Building Safety & Inspection Services Team:** This team reviewed the proposal and stated there are no proposed improvements associated with this application and therefore no construction requirements for this proposal. Life-safety requirements of the Licensing Ordinance must be met, including passing an inspection prior to issuance of a Vacation Rental License.

**Allenspark Fire Protection District:** This agency reviewed the application materials and did not have any conflict. They provided information for the applicants regarding rental properties in their district, and information on ordering house number signs.

**Adjacent Property Owners:** Notices were sent to 27 adjacent property owners; no comments have been received to date.

**Agencies that responded with no conflict:** County Parks & Open Space; County Historic Preservation; and Xcel Energy

**Agencies that did not respond:** County Long Range; County Assessor; Allenspark Area Landowners; Allenspark Concerned Citizens; Greater Allenspark Alliance; St. Vrain & Left Hand Water; Estes Park Power; Boulder Valley and Longmont Conservation District; and US Forest Service.

### **SPECIAL REVIEW CRITERIA**

The Community Planning & Permitting staff has reviewed the standards for approval of a Special Review for a Vacation Rental on less than five acres in the Forestry Zoning District, per Article 4-601 of the Code, and finds the following:

- (1) ***Complies with the minimum zoning requirements of the zoning district in which the use is to be established, and will also comply with all other applicable requirements,***

The subject property is less than five acres and located on unsubdivided land in the Forestry Zoning District. Vacation Rentals are permitted under these circumstances in the Forestry district if approved through the Special Review process, per Article 4-507.E of the Code. In accordance with the additional provisions for a Vacation Rental, the applicants must maintain a valid Boulder County Vacation Rental License and meet all applicable requirements under the Licensing Ordinance. These requirements include Wildfire Partners Certification, meeting Building Code safety requirements (e.g., fire extinguishers), proof of adequate insurance, having a local manager who is able to be responsive to issues within one hour in person, and remittance of all applicable taxes. In addition, Vacation Rental guests are not permitted to have outdoor fires, except for gas grills or fire tables, and the applicants must provide a range of information to guests regarding wildfire risk, wildlife safety, and on-site wastewater treatment system usage among others.

Staff recommends a condition of approval requiring the applicants to maintain a valid Vacation Rental License while the subject property is used as short-term lodging. Vacation Rentals are also not allowed to be marketed or used for weddings, receptions, or other similar private or public events and staff recommends a condition of approval to that effect. With the recommended conditions of approval, staff finds the proposal meets the minimum zoning requirements of the Forestry Zoning District.

Therefore, as conditioned, staff finds this criterion can be met.

- (2) ***Will be compatible with the surrounding area. In determining compatibility, the Board should consider the location of structures and other improvements on the site; the size, height and massing of the structures; the number and arrangement of structures; the design of structures and other site features; the proposed removal or addition of vegetation; the extent of site disturbance, including, but not limited to, any grading and changes to natural topography; and the nature and intensity of the activities that will take place on the site. In determining the surrounding area, the Board should consider the unique location and environment of the proposed use; assess the relevant area that the use is expected to impact; and take note of important features in the area including, but not limited to, scenic vistas, historic townsites and rural communities, mountainous terrain, agricultural lands and activities, sensitive environmental areas, and the characteristics of nearby development and neighborhoods;***

Existing uses in the surrounding area primarily consist of year-round and seasonal residences, and the Allenspark area has historically provided vacation rentals for those looking to be located near popular hiking and camping areas. Staff find that the proposed use will be compatible with the surroundings.

Therefore, staff finds this criterion is met.

**(3) Will be in accordance with the Boulder County Comprehensive Plan;**

The Comprehensive Plan indicates that the property is located within the North St. Vrain Environmental Conservation Area (ECA) and the Peak-to-Peak Scenic Corridor. The section of State Highway 7 (also known as Peak-to-Peak Highway) has a view protection score of 5, the highest score possible.

As the residence already exists, and is located well back from the highway, and as no modifications are proposed to property, staff does not anticipate any impacts to either the St. Vrain ECA or the Peak-to-Peak Scenic Corridor. No agencies have responded with concerns related to either of these designations.

Therefore, staff finds this criterion is met.

**(4) Will not result in an over-intensive use of land or excessive depletion of natural resources. In evaluating the intensity of the use, the Board should consider the extent of the proposed development in relation to parcel size and the natural landscape/topography; the area of impermeable surface; the amount of blasting, grading or other alteration of the natural topography; the elimination or disruption of agricultural lands; the effect on significant natural areas and environmental resources; the disturbance of plant and animal habitat, and wildlife migration corridors; the relationship of the proposed development to natural hazards; and available mitigation measures such as the preservation of open lands, the addition or restoration of natural features and screening, the reduction or arrangement of structures and land disturbance, and the use of sustainable construction techniques, resource use, and transportation management.**

With the condition of approval requiring that the applicants maintain a Vacation Rental License with all its associated requirements, staff finds the proposed use of the property as a Vacation Rental will not result in an over-intensive use of land or an excessive depletion of natural resources.

Therefore, as conditioned, staff finds this criterion can be met.

**(5) Will not have a material adverse effect on community capital improvement programs;**

There is no indication the proposal will have an adverse effect on community capital improvement programs, and no referral agency has responded with such a concern.

Therefore, staff finds this criterion is met.

**(6) Will not require a level of community facilities and services greater than that which is available;**

Staff does not anticipate the proposal will have an adverse effect on community facilities and services, and the Allenspark Fire Protection District did not submit a response voicing any

concerns about the request. In addition, an on-site wastewater treatment system (OWTS) currently exists on the property.

Per the referral response from Public Health, the existing on-site wastewater treatment system (OWTS) is sized for up to four people, including children, which is the maximum number of guests that can be allowed to stay in the rental.

Therefore, as conditioned, staff finds this criterion can be met.

**(7) *Will support a multimodal transportation system and not result in significant negative impacts to the transportation system or traffic hazards;***

The subject property has demonstrated legal access from State Highway 7, and no changes to that access are proposed or required.

Per Article 4-507.E.3 of the Code, Vacation rentals are required to provide “*One space per Sleeping Room in addition to one space for the local manager. All parking must be on-site.*” By this standard, three (3) on-site parking spaces are required for the proposal; one space for each of the two sleeping rooms within the cabin, and a third space for the local manager. Per the requirements of Article 4-507.E3 of the Code, staff would recommend as a condition of approval that the applicants require all guests/visitors to park on-site, on the subject property.

Staff recommend a condition of approval limiting the number of approved sleeping rooms to two in order to reflect the available parking spaces. Based on aerial images and the submitted site, and as confirmed by staff observations on site, the property is able to provide the required three (3) parking spaces. Per the referral response from County Public Health, staff would recommend that as a condition of approval, the applicant mark OWTS component locations to prevent damage from vehicles.

With the recommended conditions, staff finds the proposal does not conflict with a multimodal transportation system and staff does not anticipate that the request will have a negative impact on the transportation system.

Therefore, as conditioned, staff finds this criterion can be met.

**(8) *Will not cause significant air, odor, water, or noise pollution;***

The proposed Vacation Rental will utilize the existing residence and no new development is proposed. Further, as required under the Licensing Ordinance, the applicants must provide information to guests regarding trash, recycling, on-site wastewater treatment system usage, and noise. In addition, all persons must abide by the Boulder County Noise Ordinance (No. 92-28) at all times. With the recommended conditions of approval, staff does not anticipate that the proposal will cause significant air, odor, water, or noise pollution, and no referral agency has responded with such a concern.

Therefore, as conditioned, staff finds this criterion can be met.

**(9) *Will be adequately buffered or screened to mitigate any undue visual impacts of the use;***

The proposed Vacation Rental will utilize the existing residence and no new development is proposed. Furthermore, staff do not anticipate that the proposed use will result in negative visual impacts related to the View Protection Corridor along State Highway 7, as discussed in criterion 3 above.

Therefore, staff finds this criterion is met.

- (10) ***Will not otherwise be detrimental to the health, safety, or welfare of the present or future inhabitants of Boulder County;***

With the requirement to maintain a valid Boulder County Vacation Rental License and meet all the associated requirements related to health, safety, and welfare of the occupants and surrounding uses, staff does not anticipate that the proposed Vacation Rental will be detrimental to present or future inhabitants.

Therefore, as conditioned, staff finds this criterion can be met.

- (11) ***Will establish an appropriate balance between current and future economic, environmental, and societal needs by minimizing the consumption and inefficient use of energy, materials, minerals, water, land, and other finite resources;***

With the recommended conditions of approval, allowing the applicants to rent the existing residence as a Vacation Rental, while it is otherwise vacant, would provide additional income for the applicants without significantly impacting the surrounding uses.

Therefore, as conditioned, staff finds this criterion can be met.

- (12) ***Will not result in unreasonable risk of harm to people or property – both onsite and in the surrounding area – from natural hazards. Development or activity associated with the use must avoid natural hazards, including those on the subject property and those originating off-site with a reasonable likelihood of affecting the subject property. Natural hazards include, without limitation, expansive soils or claystone, subsiding soils, soil creep areas, or questionable soils where the safe-sustaining power of the soils is in doubt; landslides, mudslides, mudfalls, debris fans, unstable slopes, and rockfalls; flash flooding corridors, alluvial fans, floodways, floodplains, and flood-prone areas; and avalanche corridors; all as identified in the Comprehensive Plan Geologic Hazard and Constraint Areas Map or through the Special Review or Limited Impact Special Review process using the best available information. Best available information includes, without limitation, updated topographic or geologic data, Colorado Geologic Survey landslide or earth/debris flow data, interim floodplain mapping data, and creek planning studies.***

No portions of the subject property contain areas identified as having high landslide potential, or expansive soils. In addition, no new development is proposed, and no referral agency has responded with concerns regarding natural hazards.

Therefore, staff finds this criterion is met.

- (13) ***The proposed use shall not alter historic drainage patterns and/or flow rates unless the associated development includes acceptable mitigation measures to compensate for anticipated drainage impacts. The best available information should be used to evaluate these impacts, including without limitation the Boulder County Storm Drainage Criteria Manual, hydrologic evaluations to determine peak flows, floodplain mapping studies, updated topographic data, Colorado Geologic Survey landslide, earth/debris flow data, and creek planning studies, all as applicable given the context of the subject property and the application.***

The proposed use will not alter historic drainage patterns or flow rates as the use will be located within the existing residence and no new development is proposed.

Therefore, staff finds this criterion is met.

### **RECOMMENDATION**

Staff has determined that the proposal can meet all the applicable criteria of the Boulder County Land Use Code for Special Review. Therefore, staff recommend that the Planning Commission recommends *conditionally approving docket SU-22-0011 Reed Vacation Rental* with the following conditions:

1. The applicants shall provide a Development Agreement, for review and approval by County staff, prior to the issuance of a license or permits by the Boulder County Community Planning & Permitting Department and prior to the recordation of said agreement within one year of approval.
2. The applicants must maintain a valid Boulder County Vacation Rental License while the short-term rental is in operation.
3. The subject property may not be marketed or used for weddings, receptions, or similar private or public events.
4. The Vacation Rental is limited to a maximum occupancy of four (4) individuals, including children.
5. The approved number of sleeping rooms is two (2). The living room and the basement level are not to be used as sleeping rooms and may not have any sleep accommodations.
6. Per the requirements of Article 4-507.E3 of the Code, the applicants shall require all guests/visitors to park on-site, on the subject property.
7. Wildfire prevention and evacuation information must be displayed for guests.
8. All outdoor fires are prohibited.
9. The applicants must maintain a valid Wildfire Partners Certificate.
10. The applicants shall be subject to the terms, conditions, and commitments of record and in the file for docket **SU-22-0011 Reed Vacation Rental**.





**Boulder County Land Use Department**  
 Courthouse Annex Building  
 2045 13th Street • PO Box 471 • Boulder, Colorado 80302  
 Phone: 303-441-3930  
 Email: planner@bouldercounty.org  
 Web: www.bouldercounty.org/lu  
 Office Hours: Mon., Wed., Thurs., Fri. 8 a.m. to 4:30 p.m.  
 Tuesday 10 a.m. to 4:30 p.m.

Shaded Areas for Staff Use Only	
Intake Stamp	

### Planning Application Form

The Land Use Department maintains a submittal schedule for accepting applications. Planning applications are accepted on Mondays, by appointment only. Please call 303-441-3930 to schedule a submittal appointment.

Project Number		Project Name	
<input type="checkbox"/> Appeal <input type="checkbox"/> Correction Plat <input type="checkbox"/> Exemption Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Limited Impact Special Use <input type="checkbox"/> Limited Impact Special Use Waiver <input type="checkbox"/> Location and Extent		<input type="checkbox"/> Modification of Site Plan Review <input type="checkbox"/> Modification of Special Use <input type="checkbox"/> Preliminary Plan <input type="checkbox"/> Resubdivision (Replat) <input type="checkbox"/> Rezoning	
<input type="checkbox"/> Road Name Change <input type="checkbox"/> Road/Easement Vacation <input type="checkbox"/> Site Plan Review <input type="checkbox"/> Site Plan Review Waiver <input type="checkbox"/> Sketch Plan <input checked="" type="checkbox"/> Special Use/SSDP		<input type="checkbox"/> Special Use (Oil & Gas development) <input type="checkbox"/> State Interest Review (1041) <input type="checkbox"/> Subdivision Exemption <input type="checkbox"/> Variance <input type="checkbox"/> Other:	
Location(s)/Street Address(es) 18651 HIGHWAY 7 LYONS, CO. 80540			
Subdivision Name TR, NBR 960 "ALLENSPARK AREA"			
Lot(s)	Block(s)	Section(s)	Range(s)
		32	72
Area in Acres 2.41	Existing Zoning F	Existing Use of Property CABIN FOR FAMILY USE	Number of Proposed Lots 1
Proposed Water Supply WELL	Proposed Sewer Disposal Method SEPTIC SYSTEM OWTS		

### Applicants:

Applicant/Property Owner MICCI REED & DEBORAH SCHOENWALD		MICCI REED@ICLOUD.COM	
Mailing Address 875 GILPIN DR			
City BOULDER	State CO	Zip Code 80303	Phone 720-309-4633
Applicant/Property Owner/Consultant ROB & MELANIE TOMAS		TOMAS.FAMILY@ICLOUD.COM	
Mailing Address 875 GILPIN DR			
City BOULDER	State CO	Zip Code 80303	Phone 1-860-838 1027
Agent/Consultant		Email	
Mailing Address 875 GILPIN DR.			
City BOULDER	State CO	Zip Code 80303	Phone

**Certification** (Please refer to the Regulations and Application Submittal Package for complete application requirements.)

I certify that I am signing this Application Form as an owner of record of the property included in the Application. I certify that the information and exhibits I have submitted are true and correct to the best of my knowledge. I understand that all materials required by Boulder County must be submitted prior to having this matter processed. I understand that public hearings or meetings may be required. I understand that I must sign an Agreement of Payment for Application processing fees, and that additional fees or materials may be required as a result of considerations which may arise in the processing of this docket. I understand that the road, school, and park dedications may be required as a condition of approval. I understand that I am consenting to allow the County Staff involved in this application or their designees to enter onto and inspect the subject property at any reasonable time, without obtaining any prior consent.

Landowners are required to sign application. If additional space is needed, attach additional sheet signed and dated.

Signature of Property Owner <i>Micci Reed</i>	Printed Name MICCI REED	Date 7/6/22
Signature of Property Owner <i>Deborah Schoenwald</i>	Printed Name DEBORAH SCHOENWALD	Date 7/6/22

The Planning and Use Director may waive the landowner signature requirement for good cause, under the applicable provisions of the Land Use Code.

My wife and I purchased a cabin properly located in Allenspark (but the mailing address is in Lyons). Our primary home is in Boulder. We have always hoped to have a nearby mountain getaway for our family. This is our main goal with having the property. It's a dream come true for us. We are also interested in renting the cabin sometimes when we are not using it. We think it may be a fun way to share it and maybe cover some utilities up there. We are not certain how many days we will end up renting it per year, but I imagine that it will be rented a few times a month at most. We want to make sure we have time at our beautiful cabin as well. We intend to rent it for 40 nights or less per year - always working around our family schedule. This property is quick & easy for us to get to and will should have no issues getting on site quickly if guests should need property assistance.

Please let me know if you have further questions for me.

Thank you for your time.

Micci Reed

**From:** [Micci Reed](#)  
**To:** [L'Orange, Pete](#)  
**Subject:** Re: [EXTERNAL] Re: Boulder County Planning Application: 18651 PEAK TO PEAK HIGHWAY (SU-22-0011)  
**Date:** Tuesday, December 20, 2022 7:18:32 PM

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Hello. Let's stick with the vacation rental. I may have misspoke in the number of nights. 60 or more nights is more realistic for us I think.

Thanks a ton for your help and your time on this.  
Do you have a sense of timeline and next steps from here?  
Micci Reed

Sent from my iPhone please excuse brevity and/or typos.

On Dec 20, 2022, at 4:01 PM, L'Orange, Pete <plorange@bouldercounty.org> wrote:

This will work for your narrative just fine.

One thing I wanted to check, however – since you are stating that you would be renting it for 40 nights or less a year, you would actually qualify to apply for a Secondary Dwelling Short-Term Rental. The big difference between a Secondary Dwell STR and a Vacation Rental is the number of nights a year that you are allowed to rent it. A Secondary Dwelling STR can be rented out **up to** 60 nights a year; a Vacation rental is **more** than 60 nights per year. The other difference is that the Second Dwelling STR requires a minimum of a 2-night stay per booking; the Vacation rental does not have that restriction.

Here's an excerpt from the Land Use Code on Secondary Dwelling STRs:  
<image002.png>

The other big difference is the level/type of review required. A Vacation rental requires a Special Use review, which goes through both Planning Commission and Board of County Commissioners, and has a fee of \$1,450 plus staff time. A Secondary Dwell STR only requires a Limited Impact Special Review, which only goes to the Board of County Commissioners, and the fee is only \$750 plus staff time. If you are interested in going the Secondary Dwelling STR route, which would limit you to no more than 60 nights a year and have the 2-night minimum, it would save you both time and money on the review process. It's entirely your decision which way you want to go; I just wanted to let you know your options.

Please just let me know which way you want to go. Thanks!

Pete L'Orange | Planner II  
Boulder County Community Planning & Permitting

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**From:** Micci Reed <miccireed@icloud.com>  
**Sent:** Tuesday, December 20, 2022 1:51 PM  
**To:** L'Orange, Pete <plorange@bouldercounty.org>  
**Subject:** Re: [EXTERNAL] Re: Boulder County Planning Application: 18651 PEAK TO PEAK HIGHWAY (SU-22-0011)

Hi.  
Here is my statement:

My wife and I purchased a cabin properly located in Allenspark (but the mailing address is in Lyons). Our primary home is in Boulder. We have always hoped to have a nearby mountain getaway for our family. This is our main goal with having the property. It's a dream come true for us. We are also interested in renting the cabin sometimes when we are not using it. We think it may be a fun way to share it and maybe cover some utilities up there. We are not certain how many days we will end up renting it per year but I imagine that it will be rented a few times a month at most. We want to make sure we have time at our beautiful cabin as well. We intend to rent it for 40 nights or less per year - always working around our family schedule. This property is quick & easy for us

to get to and will should have no issues getting on site quickly if guests should need property assistance. Please let me know if you have further questions for me.  
Thank you for your time.  
Micci Reed

Sent from my iPhone please excuse brevity and/or typos.

On Dec 20, 2022, at 11:20 AM, L'Orange, Pete <[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)> wrote:

I have received all of your documents. The last thing I need before I can finish the intake and move it forward is a narrative from you on what you are requesting and why. These does not need to be real extensive or detailed (3-5 sentences is probably enough), but I would recommend you include the number of nights a year you would like to be approved to rent it out, how you plan on meeting in the nearby property manager/representative requirement, and anything else you want people to know about your proposal/plans. You can just send that to me as an email if that the easiest.

Thanks!

Pete L'Orange | Planner II  
Boulder County Community Planning & Permitting

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**From:** Micci Reed <[miccireed@icloud.com](mailto:miccireed@icloud.com)>  
**Sent:** Tuesday, December 20, 2022 9:54 AM  
**To:** L'Orange, Pete <[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)>  
**Subject:** Re: [EXTERNAL] Re: Boulder County Planning Application: 18651 PEAK TO PEAK HIGHWAY (SU-22-0011)

Thanks for the quick chat earlier. I appreciate your help. Here most of the items you asked for below. I sent photos of the application signature pages separate from this and will forward the email I got from Transportation committee.  
I think I got it! Thanks you. Now what shall I do? :-)  
Micci Reed

On Dec 7, 2022, at 11:02 AM, "L'Orange, Pete" <[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)> wrote:

I'm not sure exactly what happened, but none of the application materials have shown up in our system. I did receive the email your forwarded with the Historic Preservation referral (thank you for that), but that's only thing I've received; I have not seen any emails about transportation. If you have of your application materials saved digitally, the easiest thing would be to send them to me directly as email attachments and I can upload them to the system. Here are the things that will need to be submitted:

1. Completed and signed application form (page 5 of the pre-app packet I sent you)
2. A written narrative of what you're proposing (can be 3 to 5 sentences in an email)
3. The transportation email
4. A site plan, showing the location of all structures on the property and where you are proposing to have the parking spots (people often just use the aerial photo we include in the pre-app packet – page 31 – and draw where the parking will be)
5. Floor plans of the house
6. A copy of the title information

7. Completed and signed mineral interest certification (pages 19 to 20 of pre-app packet) – this is something the state requires us to ask for

As for neighbors' addresses, ***do not worry about trying to get any of those***. County staff takes care of sending out notice to the neighbors and we can pull together names and mailing address much faster, so we will handle that.

If you have any questions on these things, please don't hesitate to reach out. Thanks!

**Pete L'Orange | Planner II**  
**Boulder County Community Planning & Permitting**  
Courthouse Annex | 2045 13th Street | Boulder, CO 80302  
Mailing address: PO Box 471 | Boulder, CO 80306  
Direct: 303-441-1418 | Main: 303-441-3930  
[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)  
[www.bouldercounty.gov/lu](http://www.bouldercounty.gov/lu)

### **Invitation to participate!!!**

Boulder County Community Planning & Permitting is currently working on a new strategic plan! The plan will be a long-term vision and roadmap for CPP's future and will guide decisions. The plan's recommendations and strategies will be based on the community's vision for the future of Boulder County.

Your input is critical to developing a plan that reflects the values and goals of the community.

To participate please see this link -- <https://berrydunn.mysocialpinpoint.com/boulder-county-cpp-strategic-plan/home>

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**From:** Micci Reed <[miccireed@icloud.com](mailto:miccireed@icloud.com)>  
**Sent:** Tuesday, December 6, 2022 3:54 PM  
**To:** L'Orange, Pete <[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)>  
**Subject:** Re: [EXTERNAL] Re: Boulder County Planning Application: 18651 PEAK TO PEAK HIGHWAY (SU-22-0011)

Hi. I guess I will have to piece some things together here. I think I sent some of the requested items w the application, but if you will take them in email it may help discovery.

For starters - the transportation piece was addressed in an email and I will forward that to you. The Historic piece was the same - in an email and I was told I could use that email for packet.

### **I have 1 address for neighbors - Larry and Gloria Sexton - 18653 State Hwy.7 Lyons, CO 80540**

Sadly, it appears that our other neighbor has likely passed away or is no longer living there. Her name was Faith and she was disabled, we never spoke to her - because she wanted to be left alone. She is not there anymore :-)

Once I send the emails for Transportation/traffic assessment & Historic can you have a look and let me know if there is anything remaining? Please? And thank you very much for your help!

Sincerely,  
Micci Reed

On Dec 2, 2022, at 1:45 PM, "L'Orange, Pete"  
<[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)> wrote:

Good afternoon!

I just wanted to check in, see if you had any questions about the application materials or need any assistance getting the application submitted. I'm happy to help however I can.

Thanks!

**Pete L'Orange | Planner II**

**Boulder County Community Planning & Permitting**

Courthouse Annex | 2045 13th Street | Boulder, CO 80302

Mailing address: PO Box 471 | Boulder, CO 80306

Direct: 303-441-1418 | Main: 303-441-3930

[plorange@bouldercounty.org](mailto:plorange@bouldercounty.org)

[www.bouldercounty.gov/lu](http://www.bouldercounty.gov/lu)

**Invitation to participate!!!**

Boulder County Community Planning & Permitting is currently working on a new strategic plan! The plan will be a long-term vision and roadmap for CPP's future and will guide decisions. The plan's recommendations and strategies will be based on the community's vision for the future of Boulder County.

Your input is critical to developing a plan that reflects the values and goals of the community.

To participate please see this link --

<https://berrydunn.mysocialpinpoint.com/boulder-county-cpp-strategic-plan/home>

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**From:** L'Orange, Pete

**Sent:** Monday, November 28, 2022 2:37 PM

**To:** 'Micci Reed' <[miccireed@icloud.com](mailto:miccireed@icloud.com)>

**Subject:** RE: [EXTERNAL] Re: Boulder County Planning Application: 18651 PEAK TO PEAK HIGHWAY (SU-22-0011)

Good afternoon!

My name is Pete L'Orange and I am the staff planner who has been assigned to your application (docket number SU-22-0011. I happy to help you get the required materials submitted. After your pre-application conference meeting in August of 2021, you should have received an application packet with all of the application forms and information on the other materials that need to be submitted. Just in case, I have attached a copy of that packet.

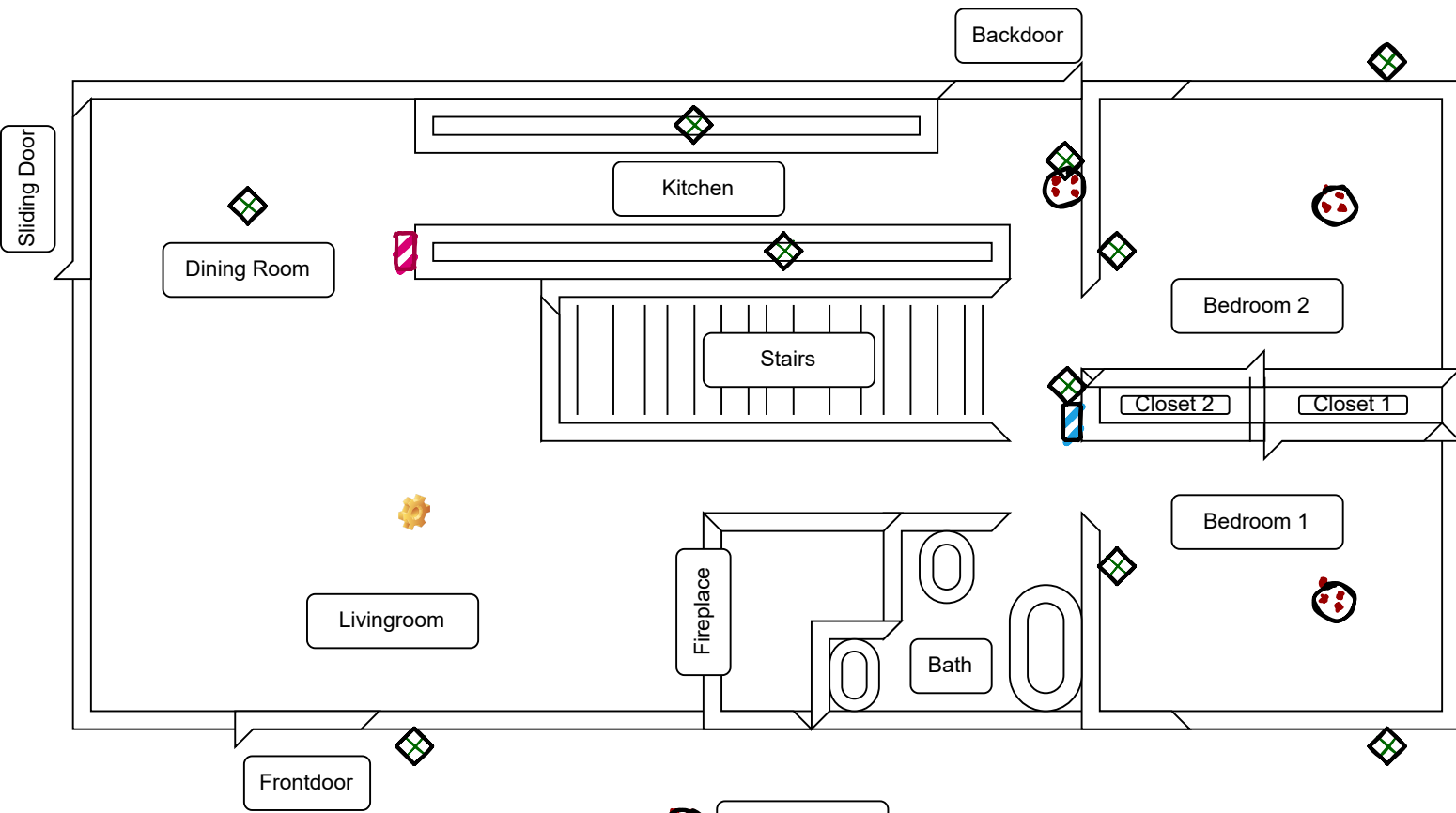
Normally, application materials would be submitted through the online portal, but if it's easier to just email it to me directly, that's okay too.






Please let me know if you have any questions or concerns. Thanks!

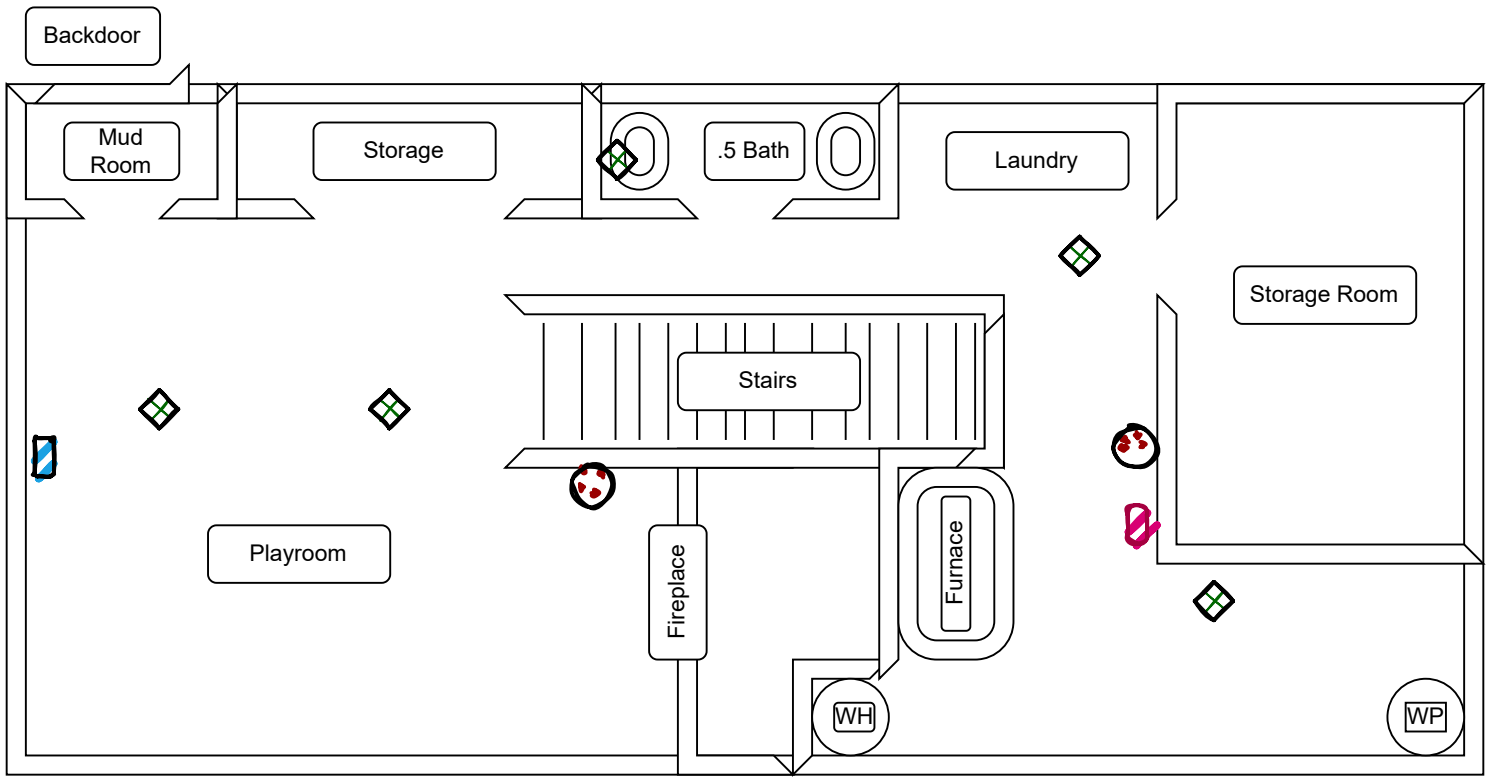
**Pete L'Orange | Planner II**







**Boulder County Community Planning & Permitting**

Courthouse Annex | 2045 13th Street | Boulder, CO 80302

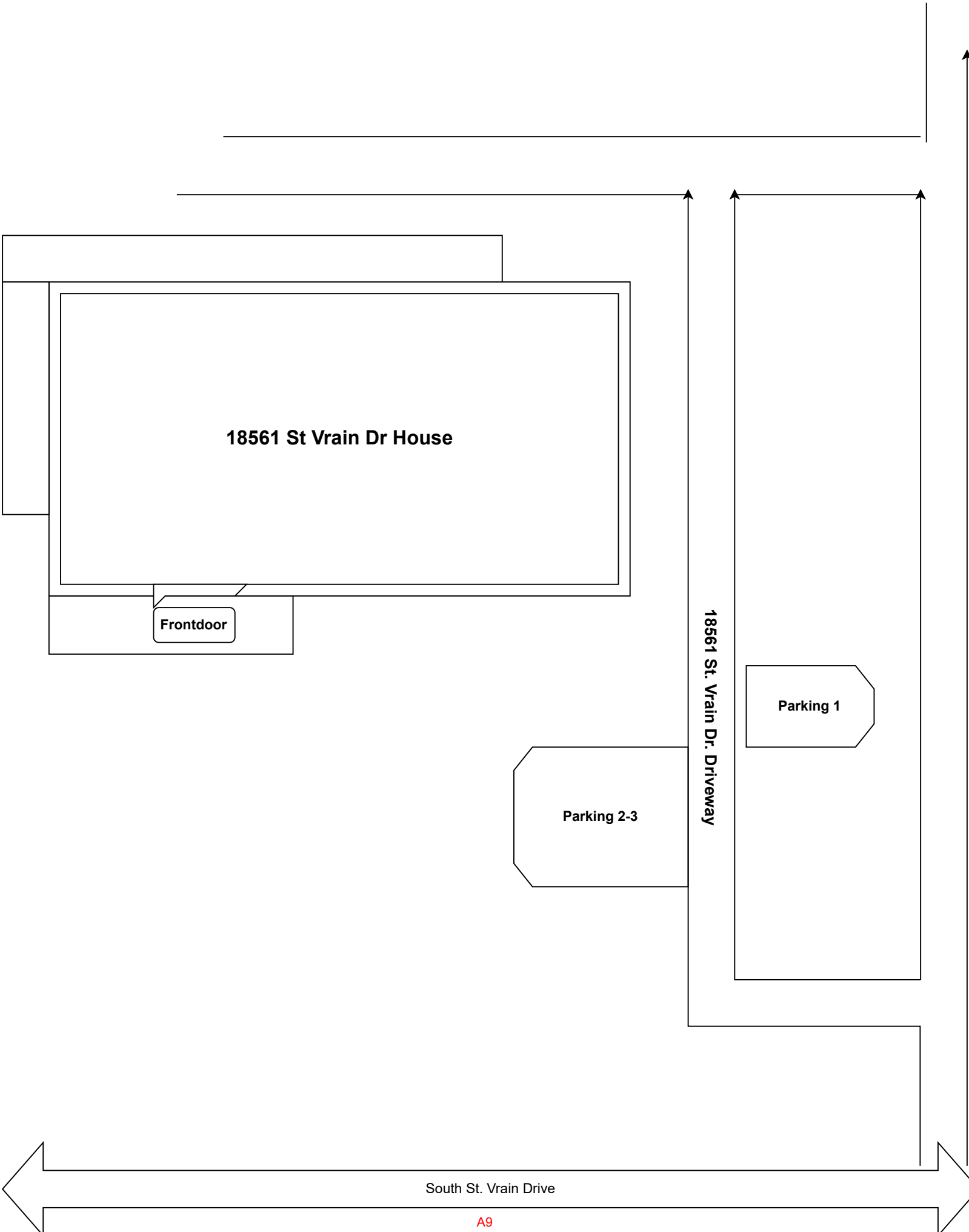


-  Smoke Detector
-  CO2 Detector
-  Wired Light
-  Ceiling Fan
-  Fire Extinguisher



-  Smoke Detector
-  CO2 Detector
-  Wired Light
-  Water Heater
-  Water Pump
-  Fire Extinguisher





18561 St Vrain Dr House

Frontdoor

18561 St. Vrain Dr. Driveway

Parking 1

Parking 2-3

South St. Vrain Drive

**From:** [Micci Reed](#)  
**To:** [L"Orange, Pete](#)  
**Subject:** Fwd: [EXTERNAL] PAMS for STR license 18651 Highway 7 Lyons CO  
**Date:** Tuesday, December 20, 2022 9:55:44 AM

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This is the email exchange with the Transportation review.  
Thanks a bunch! Have a great day!  
Micci Reed

Begin forwarded message:

**From:** Transportation Development Review  
<TransDevReview@bouldercounty.org>  
**Subject: RE: [EXTERNAL] PAMS for STR license 18651 Highway 7 Lyons CO**  
**Date:** Jul 26, 2022 at 10:02 AM  
**To:** Micci Reed <miccireed@icloud.com>, Transportation Development Review  
<TransDevReview@bouldercounty.org>

Hi Micci- I apologize for my delayed response- based on 2 sleeping rooms, we don't anticipate significant traffic impacts to be generated by the rental. No further traffic analysis is required (you can attach this email to your application materials as documentation).

Best,

**Jennifer Severson**, Principal Planner

Development Review Team – Access & Engineering

720-564-2663

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**From:** Micci Reed <miccireed@icloud.com>  
**Sent:** Tuesday, July 12, 2022 4:15 PM  
**To:** Transportation Development Review  
<TransDevReview@bouldercounty.org>  
**Subject:** Re: [EXTERNAL] PAMS for STR license 18651 Highway 7 Lyons CO

Hi. Appreciate your flexibility and I will answer that sleeping room question right here.

We plan to rent out 2 sleeping rooms with cabin rental.

Thank you for your time and please don't hesitate to ask if you have any further questions.

Micci Reed

Sent from my iPhone please excuse brevity and/or typos.

On Jul 12, 2022, at 3:46 PM, Transportation Development Review  
<[TransDevReview@bouldercounty.org](mailto:TransDevReview@bouldercounty.org)> wrote:

Hi Micci,

No worries about the copy/ paste- we're not looking for a formal document...just whatever gets us the info we need to determine traffic impacts of the rental. One of the key pieces of info we do need is how many sleeping rooms you plan to rent out at a time? A sleeping room doesn't have to be a bedroom- it can be a loft or den with a pullout sofa, etc. Please let me know when you have a minute. You're welcome to just respond to this email with that information.

Thank you,

**Jennifer Severson**, Principal Planner

Development Review Team – Access & Engineering

720-564-2663

**From:** Micci Reed <[miccireed@icloud.com](mailto:miccireed@icloud.com)>  
**Sent:** Monday, July 11, 2022 3:49 PM  
**To:** Transportation Development Review  
<[TransDevReview@bouldercounty.org](mailto:TransDevReview@bouldercounty.org)>  
**Subject:** [EXTERNAL] PAMS for STR license 18651 Highway 7  
Lyons CO

Hello. I have copied our PAMS statement further below here regarding application for a short term rental license in Boulder County for our family cabin at 18651 Highway 7, Lyons CO. Please pardon me for copying directly on this email rather than attaching a doc. I have been unable to save this doc in a manner that would allow it to be opened by others, and I feel pressed about getting this process underway. I hope you can work with this copied statement. Please do not hesitate to contact me if more is needed or if you have any questions whatsoever. [Miccireed@icloud.com](mailto:miccireed@icloud.com) #720-309-4633

I appreciate your time. Have a lovely day.

Micci Reed

**7/9/22**

**Pre-Application Methodology Statement for 18561  
Highway 7 Lyons CO.**

**To the Development Review Team - Access & Engineering Team:**

**We are in the process of applying for a vacation rental license through Boulder County for a family cabin. We purchased this 2 bedroom cabin on 2.41 acres on 2/26/21. Although, the property address is on a mailing route and notes that it is in Lyons, it is physically located in Allenspark. Additionally, I have seen the address noted as being on Peak to Peak Highway, Highway 7, St Vrain. The property can be most easily located on GPS using Highway 7 as the address. As the cabin is only 45 minutes away from our home in Boulder, it is a quick commute to a getaway for our family and we go up as often as we can. If we are granted a license to rent it we will continue to use the cabin as a family, working around rental periods.**

**The cabin is located directly off state highway 7 in a sparsely populated forested, mountain, residential area. It has adequate parking for 3 cars - 1 parking spot per bedroom and a spot for a property manager if needed onsite for any reason. Should the property manager be needed onsite while guests are present, it would be for a short period to address any specific issues. Property managers will also be present on the property for a short period once guests have checked out in order to clean/inspect the premises. I would estimate there to be 4 trips (trip = 1 way) per week by manager - the property will be cleaned following each guests stay. It is difficult to say how many guests/visits we will have at the property per week. I will estimate that we may have guests there 2x week during the week and at least 1 day on the weekend. This is approximately 3 days a week and I would estimate that this would be the case 3 out of 4 weeks each month.**

**Travel to the property will be made primarily by Car. In many cases we suspect that guests and employees/manager will carpool to the property as I**

**suspect that most guests will be traveling with loved ones on vacation and will be in 1 vehicle. There will be no business conducted onsite, all necessary business will occur offsite. There will be no regular delivery of goods or products to the property, and there will be no shipping from the site either.**

**There are 3 homes located near us. We can only see 1 of the homes clearly from our property (forested) and we rarely hear the cars of our neighbors coming and going. Once in a while I hear a car on the highway, but aside from that its very low impact up there.**

**We intend to have the property available for rent throughout the year & do not anticipate operating seasonally. Although, we also anticipate that the summer season will be the primary rental period, and we may be happy to enjoy having the place to ourselves as a family for the Winter. Until we start renting it, it is difficult to to know.**

**I appreciate your time in reviewing this statement. Please do not hesitate to reach out if you have questions of should need more information.**

**[Miccireed@icloud.com](mailto:Miccireed@icloud.com), #720-309-4633**

**Micci**



# Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302  
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306  
303-441-3930 • [www.BoulderCounty.gov](http://www.BoulderCounty.gov)

January 31st, 2023

TO: Pete L'Orange, Planner II; Community Planning & Permitting, Development Review

FROM: Ian Brighton, Planner II; Community Planning & Permitting, Access & Engineering

SUBJECT: Docket SU-22-0011: REED Vacation Rental

18651 Peak to Peak Highway

The Development Review Team – Access & Engineering staff has reviewed the above referenced docket and has the following comments:

1. The subject property is accessed via State Highway 7, also known as the Peak-to-Peak Highway, a Colorado Department of Transportation (CDOT) owned and maintained right-of-way (ROW). Legal access has been demonstrated via adjacency to this public ROW.
2. Per section 4-507.E of the Boulder County Land Use code, a minimum of 3 parking spaces must be available for two rooms during rental periods, including at least one space for the owner/property manager. All parking must be on-site. Parking along the access drive or within emergency turnaround areas is prohibited.
3. Based on guidance in the Institute of Traffic Engineers (ITE) Trip Generation Manual 10<sup>th</sup> edition, staff anticipates each sleeping room will generate up to 5 trips/ day. For 2 sleeping rooms, staff estimates the proposed vacation rental use may generate up to 10 trips/ day or 10 Average Daily Trips (ADT). Assuming a property manager comes on check in/ check out days, another 2 trips would be generated on those days, for a total ADT of 12 on days guests arrive and leave. Overall, the 12 ADT represents a similar number of trips to what is estimated to be generated by a single-family residence (10 ADT). Staff does not anticipate that the traffic generated by the vacation rental use will negatively impact the surrounding transportation network.

This concludes our comments at this time.



# Public Health

## Environmental Health Division

January 4, 2023

TO: Staff Planner, Land Use Department

FROM: Jessica Epstein, Environmental Health Specialist

SUBJECT: SU-22-0011: REED Vacation Rental project

OWNER: REED

PROPERTY ADDRESS: 18651 Peak to Peak Highway

SEC-TOWN-RANGE: 32 -3N -72

The Boulder County Public Health (BCPH) – Environmental Health division has reviewed the submittals for the above referenced docket and has the following comments.

### OWTS:

1. BCPH issued a new permit for the installation of an absorption trench system on 6/27/69. The permit was issued for an onsite wastewater treatment system (OWTS) adequate for a 2-bedroom house. BCPH approved the installation of the OWTS on 8/21/69.
2. The OWTS is sized for a maximum of 4 people, including children. Therefore, any rental of the home must stay within that limit.
3. It is recommended that the owner supply information to renters regarding the proper use of an OWTS. A printable list of do's and don'ts can be found here: [www.boco.org/OWTSdosdnts](http://www.boco.org/OWTSdosdnts)
4. The owner must make sure renters do not park on or over OWTS components by marking the area and informing the renters to stay off of it.

This concludes comments from the Public Health – Environmental Health division at this time. For additional information on OWTS, refer to the following website: [www.SepticSmart.org](http://www.SepticSmart.org). If you have additional questions about OWTS, please do not hesitate to contact Jessica Epstein at (303) 441-1138.

Cc: OWTS file, owner, Land Use Department





# Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302 • Tel: 303.441.3930 • Fax: 303.441.4856  
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306 • [www.bouldercounty.org](http://www.bouldercounty.org)

## Building Safety & Inspection Services Team

### MEMO

TO: Pete L'Orange, Planner II  
FROM: Michelle Huebner, Plans Examiner Supervisor  
DATE: January 3, 2023

RE: Referral Response, SU-22-0011: REED Vacation Rental. Special Use review for a Vacation Rental on a 2.4-acre parcel located at 18651 Peak to Peak Highway.

Location: 18651 Peak to Peak Highway (State Highway 7)

Thank you for the referral. We have the following comments for the applicants:

The applicant has indicated that they will be renting the existing single-family home for short term stays, and that they will not in the home during the time that the guests are in the home.

Based on the submitted application, there is no proposed construction work associated with this application, and therefore there are not any construction requirements for this proposal. If this changes, please contact the Building Safety and Inspection Services Team so that we may assist you in evaluating any possible permitting requirements.

Since the Licensing Ordinance No.2020-01 will be requiring Smoke Detectors, Carbon Monoxide Detectors, and Fire Extinguishers we have no objections to the proposal, but a Building inspection is required for this application so that we have an opportunity to verify these features.

**Basic Safety Items.** The inspection process will be used to assure that all currently required safety features, such as smoke detectors, carbon monoxide ("CO") detectors, Fire Extinguishers, stairs, stair handrails, guardrails, egress windows or doors, door hardware and locks as well as safe electrical, mechanical and plumbing installations; etc., are in place and code-conforming.

If the applicants should have questions or need additional information, we'd be happy to work with them toward solutions that meet minimum building code requirements. Please call (720) 564-2640 or contact us via e-mail at [building@bouldercounty.org](mailto:building@bouldercounty.org)

**From:** [Secretary](#)  
**To:** [L"Orange, Pete](#); [miccreed@icloud.com](mailto:miccreed@icloud.com); [tomasfamily@icloud.com](mailto:tomasfamily@icloud.com)  
**Subject:** [EXTERNAL] Referral packet for SU-22-0011: REED Vacation Rental project at 18651 Peak to Peak Highway  
**Date:** Tuesday, December 27, 2022 9:53:21 AM  
**Attachments:** [AFPD Buzz 2019-12.doc](#)  
[Emergency House # Signs.pdf](#)

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Pete, Micci, Deborah,

The Allenspark Fire Protection District has received your rental project packet. Attached is an *Allenspark Wind* (local newsletter) article that has suggestions for anyone in our district with rental property. We hope you find this helpful. Also attached is a form for ordering a house number sign, which is very useful for emergency responders (if your property does not already have one). You can find more information on our website - [www.allensparkfire.com](http://www.allensparkfire.com).

If you will be installing a cistern on this property, the fire chief can schedule a meeting with you to go over the location and fittings that will work best for Allenspark Fire.

Sincerely,

**Teresa Hoffman**  
**Administration**  
**Allenspark Fire Protection District**



## AFPD Buzz – December 2019

### EMERGENCY INFORMATION FOR RENTERS

Many homes in our area are rented for a few nights or a few weeks at a time. For the people visiting our area, it is important to make sure they have information regarding emergencies. It is also wise to provide visitors with detailed, written documentation that they can refer to in an emergency.

Here are some of the most critical emergency topics for renters:

- **Telephones**
- **Water**
- **Wildlife**
- **Outdoor Activities**
- **Local Facilities**
- **Fires**
- **Emergencies**

#### 📞 **Telephones**

Renters may be surprised to learn that we do not have cell service in Allenspark. People coming from a city may never have encountered this before. Many rely on their mobile phones for directions and may not be able to even find the rental property without service. If there is some cell service available nearby, let them know where that might be. However, keep in mind that some emergencies, like a flood or wildfire will quickly bring down cell service.

Having a landline at the rental property could be critical for many emergency situations. With a landline, renters can call 911 or a hospital. In addition, if there is an evacuation notice or other emergency information via the Boulder County or Larimer County Everbridge system, that will typically come via a landline.

Visitors to our area should also know where the emergency phones are located:

- Station One – 14861 Highway 7
- Station Five – 32 Bunce School Road
- Intersection of Highway 7 and 72
- Mile 50 on Highway 72 (Near Peaceful Valley Campground)

#### 💧 **Water**

Renters should be reminded to drink plenty of water.

Visitors to our area may not be aware of the danger of altitude sickness, especially if they are not a resident of Colorado or if they have not been to our altitude before. The elderly and people with health issues are at a higher risk for altitude sickness.

All rental properties should have an emergency supply of water for renters.

In addition, rivers present a danger to children and pets. The water is extremely cold all year long and fast-moving in the spring.

## **Wildlife**

The wild animals in Allenspark make our area a special place. However, they also present some possible dangers.

A car collision with deer, elk or moose can be life threatening and cause major damage to a vehicle. Renters should be warned of this potential, especially at night.

Visitors with pets should be extra cautious as bobcats, elk, moose and mountain lions can pose a threat to cats and dogs of any size.

Bears love food that is easy to obtain such as garbage, bird feeders, greasy grills or other food left outside or in a vehicle. Everyone should take extra steps to avoid tempting a bear.

## **Outdoor Activities**

For anyone planning a walk, hike, or 4-wheel drive off the beaten path, some basic precautionary information could help avoid a lot of trouble.

- Bring the ten essentials.
- Wear appropriate clothing and bring extra layers.
- Bad weather can move in quickly and hikers should be off any high peaks by noon.

## **Local Facilities**

Help your renters by having a list of important locations such as:

- Fire Station
- Hospital
- Pharmacy
- Grocery
- Gas Station

A local map is very important for renters. If renters need to evacuate in an emergency, they will need to know how to exit the area and may not be able to leave the same way they arrived in Allenspark. In addition, a large metal, reflective number sign on the house and at any confusing intersection to the house is helpful to the renters and also to any emergency responders trying to find that home.

## **Fire Information**

- Renters should be informed about any fire bans and should also know where to find out what the fire ban means for them and their activities. For example; smoking, charcoal grills and outdoor torches are not allowed during fire bans.

Boulder County information can be found at <https://www.bouldercounty.org/safety/fire/fire-restrictions/>.

Larimer County Information can be found at <https://www.larimer.org/emergency/fires>.

One fire extinguisher should be in the kitchen and on every level, at a minimum. Renters should also have access to information on where to find extinguishers and how to use them. Smoke detectors should be located on walls near bedrooms and be accessible so that renters can replace batteries if necessary. If a house is heated with a fireplace or propane, a carbon monoxide detector should be present.

## **Emergency Information**

For all emergencies (medical, fire, flood, hazardous materials, etc), renters should call 911.

The Allenspark Fire Protection District is a volunteer fire department which means that the station is not manned. Volunteers respond from their homes or outside or at any place they may be in our district. Renters may not have experience with a volunteer fire department and may not understand the difference between career and volunteer departments.

All rental properties should have a basic first aid kit and renters should know where to find it.

An emergency kit should also be available with water, food, flashlights, batteries, blankets, an emergency radio, a multi-tool, maps of the area, a whistle and any other items that you would like to add.

The Allenspark Fire Protection District strongly recommends that all rental property owners create a binder of information for renters. We hope this article will give you a good starting point.

# Can we find you in an Emergency?



**House Number Signs are for sale in our area.**

**Proceeds benefit the Allenspark Fire Department**

Help local rescuers find your home faster. This standard numbering program will make finding houses easier for everyone in and around Allenspark. Signs are rust free aluminum, with a blue or green reflective background and white numbers. Four digit signs measure 5”x14” and cost \$36.00, five digit signs are 5”x16” and cost \$40.00. Each sign is one sided. Five digit signs are only available in horizontal format.

Orders may be placed by mail or in person at the Allenspark Fire Station. Every sign will be installed by Fire Department members at no additional charge approximately 4 weeks after your order. If you have any questions call 303-747-2586 or send an email to [info@allensparkfire.com](mailto:info@allensparkfire.com).

**Thanks for helping us help you! *Allenspark Firefighters***

Fill out information and return with payment to:

Allenspark Fire Protection District

P.O. Box 153

Allenspark, CO 80510

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Number on Sign ( ) ( ) ( ) ( ) ( )

Sign Orientation ( ) Vertical ( ) Horizontal (5 digits only horizontal)

Sign Color ( ) **Larimer County-Blue**

( ) **Boulder County-Green**



## Parks & Open Space

5201 St. Vrain Road • Longmont, CO 80503  
303-678-6200 • POSinfo@bouldercounty.org  
www.BoulderCountyOpenSpace.org

**TO:** Pete L'Orange, Community Planning & Permitting Department  
**FROM:** Ron West, Natural Resource Planner  
**DATE:** February 2, 2023  
**SUBJECT:** Docket SU-22-0011, Reed, 18651 Peak to Peak Highway

Staff has reviewed the submitted materials, and has no natural resource concerns with the proposal. The parcel is within a small, subdivision-like developed area.



## Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302 • Tel: 303.441.3930

Mailing Address: P.O. Box 471 • Boulder, Colorado 80306 • [www.bouldercounty.org](http://www.bouldercounty.org)

MEMO TO: Referral Agencies  
 FROM: Pete L'Orange, Planner II  
 DATE: December 27, 2022  
 RE: Docket SU-22-0011

### **Docket SU-22-0011: REED Vacation Rental**

Request: Special Use review for a Vacation Rental on a 2.4-acre parcel located at 18651 Peak to Peak Highway.

Location: 18651 Peak to Peak Highway (State Highway 7), located on the east side of Peak to Peak Highway, approximately 0.6 mile northwest of the intersection of State Highway 7 and State Highway 72 in Section 32, Township 3N, Range 72W.

Zoning: Forestry (F) Zoning District

Applicants/Owners: Deborah Schoenwald & Micci S. Reed

Special Use Review / Site Specific Development Plan is required of uses which may have greater impacts on services, neighborhoods, or environment than those allowed with only Building Permit Review. This process will review compatibility, services, environmental impacts, and proposed site plan.

This process includes public hearings before the Boulder County Planning Commission and the Board of County Commissioners. Adjacent property owners and holders of liens, mortgages, easements or other rights in the subject property are notified of these hearings.

The Community Planning & Permitting staff, Planning Commission, and County Commissioners value comments from individuals and referral agencies. Please check the appropriate response below or send a letter to the Community Planning & Permitting Department at P.O. Box 471, Boulder, Colorado 80306 or via email to [planner@bouldercounty.org](mailto:planner@bouldercounty.org). All comments will be made part of the public record and given to the applicant. Only a portion of the submitted documents may have been enclosed; you are welcome to call the Community Planning & Permitting Department at 303-441-3930 or email [planner@bouldercounty.org](mailto:planner@bouldercounty.org) to request more information. If you have any questions regarding this application, please contact me at 303-441-1418 or [plorange@bouldercounty.org](mailto:plorange@bouldercounty.org).

Please return responses by **January 31, 2023**.

(Please note that due to circumstances surrounding COVID-19, application timelines and deadlines may need to be modified as explained in the CPP Notice of Emergency Actions issued March 23, 2020 (see <https://boco.org/covid-19-cpp-notice-20200323>).

We have reviewed the proposal and have no conflicts.  
 Letter is enclosed.

Signed  PRINTED Jessica Fasick

Agency or Address CP&P Historic Review

*Please note that all Community Planning & Permitting Department property owner's mailing lists and parcel maps are generated from records maintained by the County Assessor and Treasurer Office. We are required to use this list to send notices to the "property owner" of land in Boulder County. If you feel you should not be considered a "property owner," or if the mailing address is incorrect, contact the County Assessor's Office at (303) 441-3530.*

**Matt Jones** County Commissioner **Claire Levy** County Commissioner **Marta Loachamin** County Commissioner





**Right of Way & Permits**

1123 West 3<sup>rd</sup> Avenue  
Denver, Colorado 80223  
Telephone: **303.571.3306**  
Facsimile: 303. 571. 3284  
donna.l.george@xcelenergy.com

January 31, 2023

Boulder County Community Planning and Permitting  
PO Box 471  
Boulder, CO 80306

Attn: Pete L'Orange

**Re: Reed Vacation Rental, Case # SU-22-0011**

Public Service Company of Colorado's Right of Way & Permits Referral Desk has reviewed the special use review / site specific development plan for **Reed Vacation Rental** and has **no conflict**.

Donna George  
Right of Way and Permits  
Public Service Company of Colorado dba Xcel Energy  
Office: 303-571-3306 – Email: donna.l.george@xcelenergy.com