



PLANNING AND ZONING COMMISSION

REGULAR MEETING AGENDA

November 3, 2022

6:00 PM

9900 Park Avenue
Firestone, CO 80504

1. **Call to Order & Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Approval of Minutes**
 - a. Approval of July 7, 2022 Planning & Zoning Commission Minutes
5. **Public Comment *** (maximum time permitted for all Public Comment is 30 minutes)
6. **Public Hearings**
 - a. **PUBLIC HEARING: Resolution PC-22-14** - A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF AN APPLICATION FOR SPECIAL REVIEW USE APPROVAL TO OPERATE A SENIOR CENTER ON REAL PROPERTY LOCATED AT 151 GRANT AVENUE WITHIN THE TOWN OF FIRESTONE
7. **Staff Reports**
8. **Commissioner Comments**
9. **Adjournment**

* Individuals that desire to address the Planning and Zoning Commission are requested to sign up at the table at the entrance to the meeting room. Each individual will be provided an opportunity to speak (limited to two minutes) during Public Comment. Maximum time permitted for all Public Comment is 30 minutes for each Public Comment noted on Agenda.

If you need special assistance in order to participate in a Planning and Zoning Commission meeting, please contact the Town Clerk's Office at 303-833-3291 in advance of the meeting to make arrangements. A forty-eight-hour notice is requested.

**AGENDA INFORMATION
MEMORANDUM**

**TOWN OF FIRESTONE
PLANNING AND ZONING COMMISSION**



AIM#: 4.a

Approval of Minutes

Meeting Date: November 3, 2022

Initiated By:

Dept: Town Clerk

AGENDA TITLE

Approval of July 7, 2022 Planning & Zoning Commission Minutes

SUMMARY

HISTORY AND PREVIOUS BOARD ACTION

RECOMMENDATION

Approval of draft July 7, 2022 Minutes.

ATTACHMENTS

1. July 7, 2022 P & Z Minutes

TOWN OF FIRESTONE, COLORADO
Planning & Zoning Commission
MINUTES
July 7, 2022

1. Call to Order & Roll Call

The Planning and Zoning Commission of the Town of Firestone met on June 16, 2022, at 9900 Park Avenue, Firestone, Colorado. Chairperson Haney called the meeting to order at 6:01PM.

The following were present upon the call of the roll:

Chairperson: Dennis Haney
Vice-Chairperson: Tim Spiegelberg
Commissioners: Jaci Daggett
John Damsma
Amber Harper
Jim Sutton

Staff: Marty Ostholthoff – Planning Manager
Michelle Dollmaier - Senior Planner
Jessica Koenig – Interim PC Secretary

2. Pledge of Allegiance

Chairperson Haney led the pledge of allegiance.

3. Approval of Agenda

Motion by Commissioner Sutton, **second** by Commissioner Harper, Approval of Agenda All in Favor, **Motion carried.**

4. Approval of Minutes

Motion by Commissioner Spiegelberg, **second** by Commissioner Harper, Approval of Minutes All in Favor, **Motion carried.**

a. Regular Meeting June 16th, 2022 Minutes

5. Public Comment * (maximum time permitted for all Public Comment is 30 minutes)

There was no one present that wished to give public comment.

6. Public Hearings

a. **PUBLIC HEARING: Resolution PC-22-11: A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF AN APPLICATION TO REZONE CERTAIN LAND,**

FROM RESIDENTIAL B (R-B) TO RESIDENTIAL A (R-A) AND NEIGHBORHOOD
CENTER (NC) ZONE DISTRICTS

Chairperson Haney verified with the Secretary that proper notice of the Public Hearing had been provided.

Chairperson Haney opened the Public Hearing at 6:08 PM for Resolution PC-22-11, PC-22-12, and PC-22- 13.

The Commissioners had no disclosures.

Michelle Dollmaier, Senior Planner, provided a general overview of the proposed application request and reviewed the PowerPoint presentation of the Staff Report with the Commissioners. She also offered to answer any questions.

Chris March, Carlson Land Development, presented to the Planning & Zoning Commission. Mr. March presented on parks, elements turf, cooling turfs, and lot sizes.

Ken Voss gave public comment regarding development density, conserving water, and expressed objection. Mr. Voss also commented on the anticipated elementary school.

Mike Palmer gave public comment regarding high density.

Becky Duckworth gave public comment, with concerns about road conditions.

Ron Gilbert gave public comment regarding high density.

Abby Render gave public comment regarding the shooting range.

Chris March, the applicant, spoke on the water dedications and piping.

Marty, Ostholthoff, Planning Manager, spoke about sidewalk connections, FDC updates, irrigation water, and drought.

Tess Hogan, a representative of the applicant, spoke about roadways and pipelines for water.

Chairperson Haney closed the public comment at 7:44 PM.

Motion by Commissioner Spiegelberg, **second** by Commissioner Sutton, to Approve
Resolution PC-22-11: A RESOLUTION OF THE PLANNING AND ZONING
COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING
APPROVAL OF AN APPLICATION TO REZONE CERTAIN LAND, FROM RESIDENTIAL B
(R-B) TO RESIDENTIAL A (R-A) AND NEIGHBORHOOD CENTER (NC) ZONE
DISTRICTS

Roll Call Vote:

Yes: Chairperson Haney, Commissioner Damsma, Commissioner Spiegelberg,
Commissioner Sutton

No: Commissioner Daggett, Commissioner Harper

Abstain: None

Motion carried.

b. **PUBLIC HEARING: Resolution PC-22-12: A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF THE VISTOSA DESIGN OVERLAY**

Chairperson Haney verified with the Secretary that proper notice of the Public Hearing had been provided.

Chairperson Haney opened the Public Hearing at 6:08 PM for Resolution PC-22-11, PC-22-12, and PC-22-13.

The Commissioners had no disclosures.

Michelle Dollmaier, Senior Planner, provided a general overview of the proposed application request and reviewed the PowerPoint presentation of the Staff Report with the Commissioners. She also offered to answer any questions.

Chris March, Carlson Land Development, presented to the Planning & Zoning Commission. Mr. March presented on parks, elements turf, cooling turfs, and lot sizes.

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Chris March, the applicant, spoke on the water dedications and piping.

Marty, Ostholthoff, Planning Manager, spoke about sidewalk connections, FDC updates, irrigation water, and drought.

Tess Hogan, a representative of the applicant, spoke about roadways and pipelines for water.

Chairperson Haney closed the public comment at 7:44 PM.

Motion by Commissioner Damsma, **second** by Commissioner Sutton, to Approve **Resolution PC-22-12**: A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF THE VISTOSA DESIGN OVERLAY

Roll Call Vote:

Yes: Chairperson Haney, Commissioner Damsma, Commissioner Spiegelberg, Commissioner Sutton

No: Commissioner Daggett, Commissioner Harper

Abstain: None

Motion carried.

c. **PUBLIC HEARING: Resolution PC-22-13: A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF THE VISTOSA PRELIMINARY SUBDIVISION PLAT**

Chairperson Haney verified with the Secretary that proper notice of the Public Hearing had been provided.

Chairperson Haney opened the Public Hearing at 6:08 PM for Resolution PC-22-11, PC-22-12, and PC-22-13.

The Commissioners had no disclosures.

Michelle Dollmaier, Senior Planner, provided a general overview of the proposed application request and reviewed the PowerPoint presentation of the Staff Report with the Commissioners. She also offered to answer any questions.

Chris March, Carlson Land Development, presented to the Planning & Zoning Commission. Mr. March presented on parks, elements turf, cooling turfs, and lot sizes.

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Chris March, the applicant, spoke on the water dedications and piping.

Marty, Ostholthoff, Planning Manager, spoke about sidewalk connections, FDC updates, irrigation water, and drought.

Tess Hogan, a representative of the applicant, spoke about roadways and pipelines for water.

Chairperson Haney closed the public comment at 7:44 PM.

Motion by Commissioner Sutton, **second** by Commissioner Spiegelberg, to Approve **Resolution PC-22-13**: A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF THE VISTOSA PRELIMINARY SUBDIVISION PLAT

Roll Call Vote:

Yes: Chairperson Haney, Commissioner Damsma, Commissioner Spiegelberg, Commissioner Sutton

No: Commissioner Daggett, Commissioner Harper

Abstain: None

Motion carried.

7. Staff Reports

The Commissioners had no staff reports.

8. Commissioner Comments

The Commissioners had no comments.

9. Adjournment

Motion by Commissioner Damsma, **second** by Commissioner Daggett, to adjourn at 7:48 PM.
All in Favor, **Motion carried.**

Introduced and Approved the 20 Day of October, 2022.

TOWN OF FIRESTONE, COLORADO

ATTEST

Dennis Haney, Chair

Miriam Luna Gonzalez, Secretary

AGENDA INFORMATION MEMORANDUM

TOWN OF FIRESTONE PLANNING AND ZONING COMMISSION



AIM#: 6.a

Public Hearings

Meeting Date: November 3, 2022

Initiated By: Marty Ostholt

Dept: Planning & Development

AGENDA TITLE

PUBLIC HEARING: Resolution PC-22-14 - A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF AN APPLICATION FOR SPECIAL REVIEW USE APPROVAL TO OPERATE A SENIOR CENTER ON REAL PROPERTY LOCATED AT 151 GRANT AVENUE WITHIN THE TOWN OF FIRESTONE

SUMMARY

The Carbon Valley Parks & Recreation District is seeking Special Review Use approval to operate a Community (Senior) Center at the former Firestone Town Hall located at 151 Grant Avenue.

HISTORY AND PREVIOUS BOARD ACTION

On August 24, 2022, the Board of Trustees, through the approval of Resolution 22-101, entered into a lease agreement with the Carbon Valley Parks & Recreation District for the former Firestone Town Hall at 151 Grant Avenue.

RECOMMENDATION

Town staff recommends the Planning and Zoning Commission approve draft Resolution PC-22-14, a resolution recommending approval of the Special Review Use application to the Board of Trustees with the following conditions:

- a. The special review use approval shall only apply to that portion of the Property upon which the former Town Hall and associated parking lot is situated.
- b. Prior to the issuance of a building permit for the construction of the senior center, applicant shall prepare a complete and accurate legal description and illustration of the leased premises at 151 Grant Avenue.

ATTACHMENTS

1. Staff Report
2. Resolution PC-22-14
3. Applicant Materials



Staff Report

**Carbon Valley Parks & Recreation District
Community (Senior) Center – 151 Grant Avenue
Special Review Use**

**Prepared by the
Town of Firestone for the
Planning and Zoning Commission**

November 3, 2022

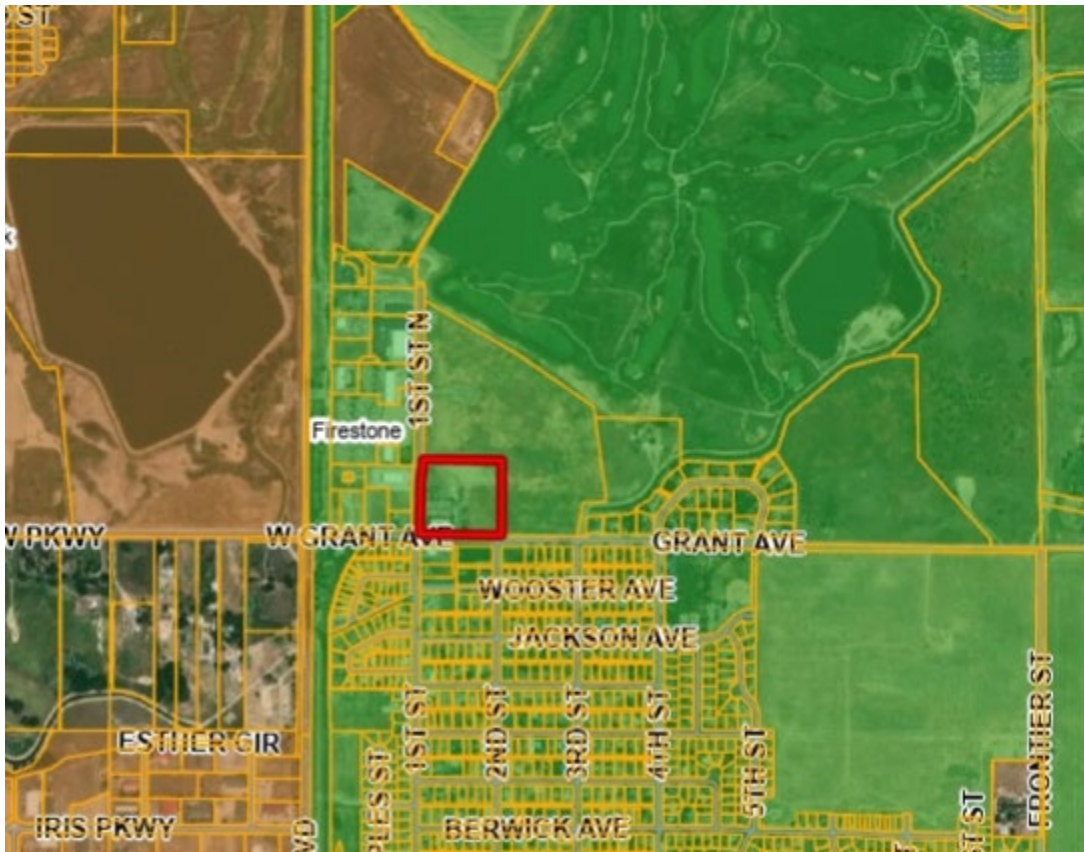
GENERAL INFORMATION

Purpose: This staff report is for the Carbon Valley Parks & Recreation District (CVPRD) Special Review Use application proposing to convert the former Firestone Town Hall at 151 Grant Avenue to a Community (Senior) Center.

Applicant: Carbon Valley Parks & Recreation District
Dean Rummel, Executive Director
701 5th Street
Frederick, CO 80530

Property Owner: Town of Firestone
9950 Park Avenue
Firestone, CO 80504

Location: The proposed Community (Senior) Center is located at 151 Grant Avenue (former Firestone Town Hall).



Existing Conditions:

Existing Zoning: R-1 (Residential-1) [per FDC follows R-A (Residential-A)]
Existing Use: Former Firestone Town Hall (vacant)

Adjacent Land Use/Zoning:

	ZONING	LAND USE
NORTH	R-C – Residential-C	Vacant land
SOUTH	C-1 – Commercial-1	Commercial
EAST	R-C – Residential-C	Vacant land
WEST	M-2 – Industrial-2	Commercial

Firestone Development Code:

Per Table 3-1/Table of Permitted Uses of the Firestone Development Code (FDC), a public Community (Senior) Center requires Special Review Use approval in the R-A zone district. The Special Review Use application was processed in accordance with Section 16.7.11/Special Review Use of the FDC.

Community (Senior) Center Site/Building Analysis:

The Community (Senior) Center proposed by CVPRD will utilize the former Firestone Town Hall and associated parking facilities located at 151 Grant Avenue.

Building:

- The existing building is approximately 7,800 square feet in area.
- Complete interior remodel of the building is proposed including the creation of a lounge space, gathering space, restrooms, and support offices and facilities for use by the Seniors of the community and the programs that support them.
- The preliminary plan as shown in the Applicant Materials attachment gives a general idea of the programmed spaces. Note that this plan is still being developed with input from user groups and evaluation of current building conditions.

Site Access and Parking:

- Existing access points off of Grant Avenue and 1st Street will be maintained.
- The existing parking lot circulation and spaces will be maintained with some minor grading/drainage and ADA/handicap modifications proposed as shown in the Applicant Materials attachment.
- Additional parking can be accommodated on-street.

Operations and Maintenance:

- Although specific hours of operation are still being determined, the center is expected to operate during normal business hours Monday through Friday with the potential special events/rentals on evenings and weekends.
- CVPRD will be responsible for complete site maintenance including landscaping and snow removal, and complete exterior and interior building maintenance as outlined in the Lease Agreement.

APPROVAL CRITERIA AND STAFF ANALYSIS

Special Review Use Approval Criteria and Staff Analysis:

The Special Review Use application for a Community (Senior) Center at 151 Grant Avenue was reviewed for compliance with the Approval Criteria from Section 16.7.11 of the FDC. Staff makes the following findings.

- A. The proposed use is generally consistent with the Town's Comprehensive Master Plan and all applicable provisions of this FDC and applicable State and Federal regulations;

Staff: *The proposed Community (Senior) Center is consistent with the Town of Firestone Master Plan as the Master Plan identifies CVPRD's role in providing recreational services within Firestone. In addition, the Master Plan identifies the importance of seniors within the community..."A specific focus on the senior segments of the Firestone community, to assure these residents are appropriately considered in land use and community decisions."*

- B. The proposed use is generally consistent with the purpose and intent of the zoning district in which it is located;

Staff: *The proposed Community (Senior) Center is consistent with the purpose and intent of the R-A zone district in that public Community Centers are permitted within the R-A zone district under the Special Review Use regulations of the Town.*

- C. The proposed use is generally consistent with any applicable use-specific standards set forth in Section 3.2;

Staff: *Not applicable as there are no use-specific standards for Community (Senior) Centers within Section 3.2.*

- D. The proposed use is compatible with adjacent uses in terms of scale, site design, and operating characteristics (hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts);

Staff: *The proposed Community (Senior) Center is compatible with adjacent non-residential uses. The site/building was previously used for public purposes as Firestone's former Town Hall. Operating characteristics will be similar to the previous Town Hall use. Open during business hours during the week with the only addition being the center may be used occasionally on the weekends.*

- E. Any significant adverse impacts anticipated to result from the use will be mitigated or offset to the maximum extent reasonably practicable;

Staff: *No significant adverse impacts are anticipated from the Community (Senior) Center.*

- F. Facilities and services (including sewage and waste disposal, water, gas, election, police and fire protection, and streets and transportation, as applicable) will be available to serve the subject property while maintaining adequate levels of service for existing development;

Staff: *The proposed Community (Senior) Center will not have a significant impact on any Town facilities or other utility providers. Existing service levels will be maintained.*

- G. Adequate assurances of continuing maintenance have been provided; and
Staff: *The applicant will be responsible for the ongoing maintenance of the site/building per the Lease Agreement entered into with Firestone.*
- H. Any significant adverse impacts on the natural environment will be mitigated to the maximum extent reasonably practicable.
Staff: *No significant adverse impacts are anticipated from the Community (Senior) Center on the natural environment.*

PUBLIC NOTICE

Notice of the Public Hearings has been provided as follows:

Published in the Longmont Times Call:	October 18, 2022
Property Posted:	October 18, 2022
Letters to Adjacent Property Owners:	October 18, 2022

RECOMMENDATIONS

Special Review Use:

Town staff recommends the Planning and Zoning Commission approve draft Resolution PC-22-14, a resolution recommending approval of the Special Review Use application to the Board of Trustees with the following conditions:

- a. The special review use approval shall only apply to that portion of the Property upon which the former Town Hall and associated parking lot is situated.
- b. Prior to the issuance of a building permit for the construction of the senior center, applicant shall prepare a complete and accurate legal description and illustration of the leased premises at 151 Grant Avenue.

FIRESTONE PLANNING AND ZONING COMMISSION

RESOLUTION NO. PC-22-14

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO, RECOMMENDING APPROVAL OF AN APPLICATION FOR SPECIAL REVIEW USE APPROVAL TO OPERATE A SENIOR CENTER ON REAL PROPERTY LOCATED AT 151 GRANT AVENUE WITHIN THE TOWN OF FIRESTONE

WHEREAS, Carbon Valley Parks and Recreation District (“Applicant”), with authorization from the Town of Firestone, as owner of certain real property commonly known as 151 Grant Avenue and located within the Town of Firestone, Colorado (the “Property”), has submitted an application for special review use approval for the Property to operate a senior community center (the “Application”); and

WHEREAS, the Firestone Planning and Zoning Commission, at its meeting on November 3, 2022, reviewed the Application and considered the approval criteria set out in Section 16.7.11 of the Firestone Development Code; and

WHEREAS, the Firestone Planning and Zoning Commission wishes to make a recommendation to the Town of Firestone Board of Trustees regarding the Application.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FIRESTONE, COLORADO:

Section 1. The Planning and Zoning Commission hereby recommends the Board of Trustees approve the Application for special review use approval to operate a senior community center at the Property, subject to and contingent upon compliance with the following conditions:

1. The special review use approval shall only apply to that portion of the Property upon which the former Town Hall and associated parking lot is situated.
2. Prior to the issuance of a building permit for the construction of the senior center, applicant shall prepare a complete and accurate legal description and illustration of the leased premises at 151 Grant Avenue.

PASSED AND ADOPTED this ____ day of _____, 20__.

Chairperson

ATTEST:

Miriam Gonzalez, Secretary

NARRATIVE:

Carbon Valley Parks and Recreation District has secured a lease for use of the Old Firestone Town Hall building. CVPRD plans to renovate this space for use as a new Senior Center.

This scope includes minimal site work and a full interior remodel. Please reference the attached preliminary site plan based off of information and input received from the town in regards to site drainage. No other site work is planned beyond listed scopes on the preliminary site plan.

Also attached is a preliminary plan for the interior remodel. The interior remodel is planned to create a lounge space, gathering space, restrooms, and offices for use by the Seniors of the community and the programs that support them. A planning/programming meeting will be held with the user group to develop this plan further to ensure practicality and usability.

CVPRD requests to waive the \$500 fee associated with this application.

PRELIMINARY SCHEMATIC LEVEL PLAN

Provide new concrete pan for drainage of newly graded spots.

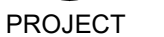
Remove, regrade to slope towards middle of lot, replace and restripe asphalt.

Remove and install new ADA walk with handrails.

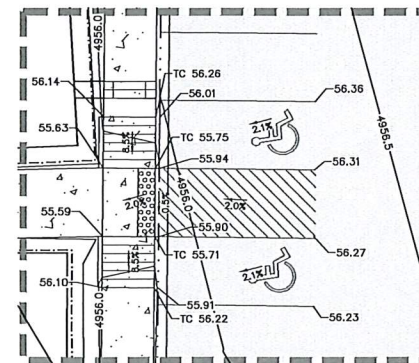
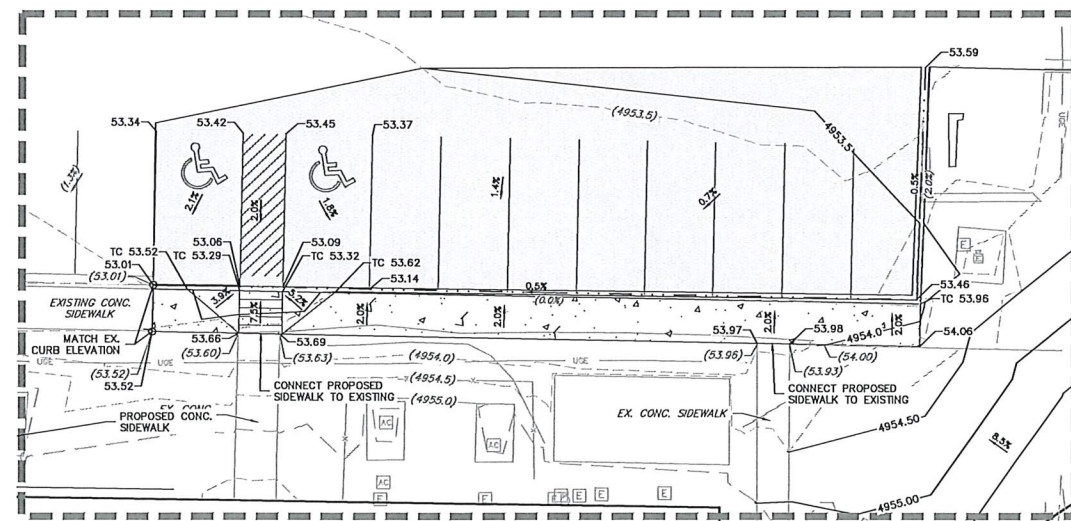
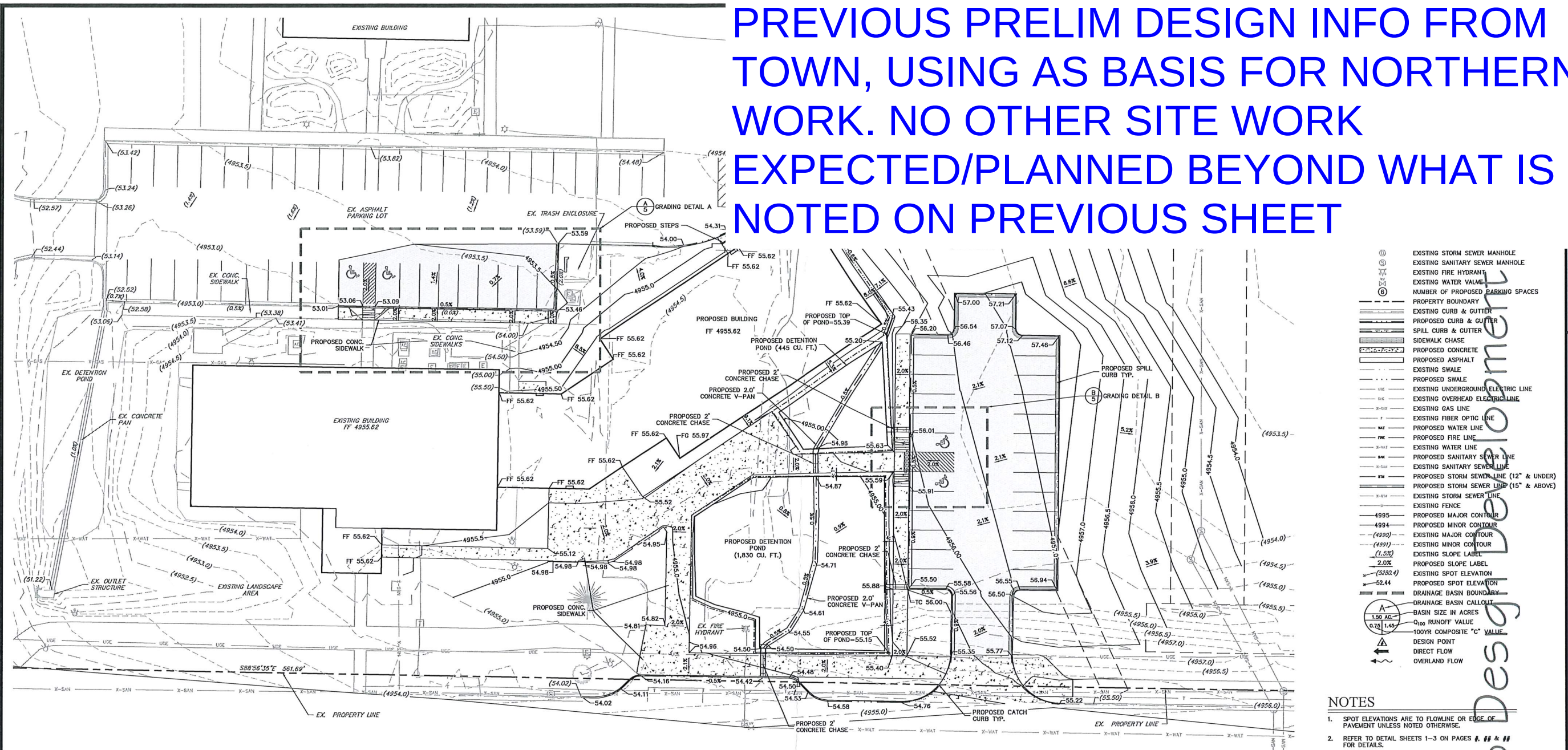
Misc asphalt patching as needed, entire lot.

Misc asphalt patching
as needed, entire lot.

NTS



PREVIOUS PRELIM DESIGN INFO FROM
TOWN, USING AS BASIS FOR NORTHERN SITE
WORK. NO OTHER SITE WORK
EXPECTED/PLANNED BEYOND WHAT IS
NOTED ON PREVIOUS SHEET



NOTES

1. SPOT ELEVATIONS ARE TO FLOWLINE OR EDGE OF PAVEMENT UNLESS NOTED OTHERWISE.
2. REFER TO DETAIL SHEETS 1-3 ON PAGES #, ## & ### FOR DETAILS.

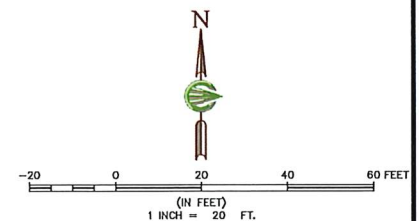
SURVEY CONTROL NOTES

PROJECT BENCHMARK:

ALL ELEVATIONS ARE BASED ON BENCHMARK BU24 - MARKED "X" ON SOUTH END OF HEADWALL AT SOUTHEAST CORNER OF INTERSECTION OF FIRESTONE BOULEVARD AND COLORADO BOULEVARD, ELEVATION=4849.195 AS SHOWN ON THE FINAL PLAT OF HIGH PLAINS MARKETPLACE RECORDED NOVEMBER 3, 2003 AT RECEPTION NUMBER 3122964.

BASIS OF BEARING:

CONSIDERING THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 12 NORTH, RANGE 67 WEST OF THE 6TH P.M., TO HAVE A BEARING OF SOUTH 86°12'33" EAST, (THE EAST END OF SAID LINE BEING MARKED BY A NO. 6 REBAR OF UNKNOWN LENGTH W/ AN ATTACHED 2-1/2" ALUM. CAP MARKED BY PLS NO. 31169 IN A MONUMENT BOX AND THE WEST END OF SAID LINE BEING MARKED BY A NO. 6 REBAR OF UNKNOWN LENGTH W/ AN ATTACHED 2-1/2" ALUM. CAP MARKED BY PLS NO. 31172 IN A MONUMENT BOX), WITH ALL OTHER BEARINGS CONTAINED HEREIN RELATIVE THERETO, AS SHOWN ON THE FINAL PLAT OF HIGH PLAINS MARKET-PLACE, RECORDED NOVEMBER 3, 2003 AT RECEPTION NO. 3122964.



PRELIMINARY
NOT FOR CONSTRUCTION
07/11/19

FINAL DEVELOPMENT PLANS FOR FIRESTONE TOWN HALL GRADING PLAN

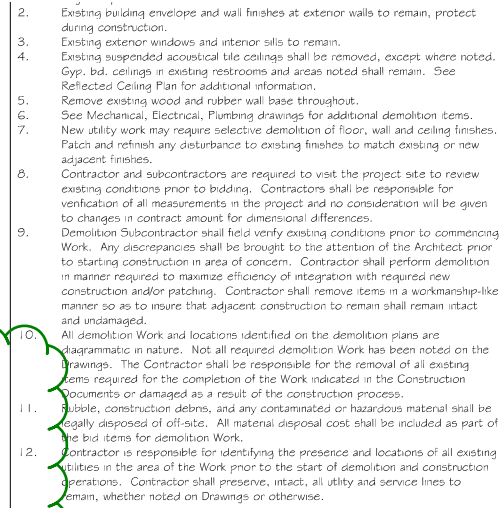
PROJECT:
DATE:
DESIGNER:
DRAFTER:
CHECKED BY:
APPROVED BY:

COFFEY
ENGINEERING & SURVEYING
4045 St. Cloud Drive, Suite 180
Loveland, CO 80538
[P] 970-622-2095 [F] 970-461-4469

DWG. NAME
C-5
SHEET NO.

5 OF 8

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- 8 Offices
- Conference Room
- Warming Kitchen
- Active space with partition wall

	Existing wall to remain
	Existing wall to be demolished
	New wall
	Existing door to remain
	Existing door to be demolished (and sideights as applicable)
	New door (see sched.)

BLDG
(1) Drinking Fountain
(1) Mop Sink

Space	SF	OLF	OL
Lobby	370	15	25
Lounge	995	15	66
Office	560	100	6
Office	565	100	6
Office	132	100	1
Kitchenette	162	200	1
Active Space	1745	15	116
Active Sp. Stor.	230	300	1
Office Stor	290	300	1
Conf. Room	290	15	19
	Total OL		242

Round Up
to 250

Town Hall Addition & Remodel
151 Grant Ave.
Firestone, CO 80520



PO Box 30
Frederick, CO 80530
303.906.2617

DATE
7.10.19 - Progress Set
Not For Contruction

REVISIONS

SHEET TITLE
Demolition Plan

SHEET NUMBER

A09

Project No. 1801