

January 16, 2024

Ms. Lauren Richardson, Associate Planner
Town of Eaton, Planning Services c/o Baseline Corporation
4007 S. Lincoln Avenue, #405
Loveland, CO 80537

Subject: **601 East Collins Amended Site Development Plan – 1st Referral**
Comments, Case No. TE-23-06
AGPRO Project #: 3253-01

Dear Lauren,

Thank you for your review of the 601 East Collins (601 East Collins LLC) Minor Amendment to the R.F. Holdings, LLC Site Development Plan Amendment No. 1, now known as the 601 East Collins Site Development Plan Amendment No. 2, case no. TE-23-06. Included with this letter is a completed SDP Site Plan and supporting documents with requested revisions. Follows is the staff review letter with responses indicated in **BLUE** text. If you have additional questions or concerns, please contact me at [REDACTED]

Sincerely,



Kelsey Bruxvoort
Land Planner

Encl.

1. Responses to 1st Referral Comments
2. Revised SDP Narrative
3. Reciprocal Easement Agreement
4. Traffic Memo
5. Utility Memo
6. Revised SDP Site Plan
7. Revised Drainage Narrative

601 East Collins Site Development Plan Narrative (Revision No. 1)

Prepared for 601 East Collins LLC

The following narrative has been updated to address the Town of Eaton review comments dated August 2, 2023. Revisions are shown in BLUE.

Introduction

601 East Collins LLC (601 East Collins) is requesting a minor amendment to the R.F. Holdings, LLC Site Development Plan Amendment No. 1 (R.F. Holdings SDP). The R.F. Holdings SDP was referred to as the Renewable Fiber Landscape Yard Site Development Plan, case no. TE-20-05. The R.F. Holdings SDP was approved in February 2022 for the use of an existing shop and office trailer, and sales and outdoor storage of landscape supply materials, a proposed scale, and the storage of commercial vehicles and equipment.

The proposed minor amendment is for outdoor storage of equipment on up to 15% of the lot. The existing outdoor landscape supply material storage will be removed, resulting in an overall reduction in total outdoor storage. The 15% outdoor storage area is approximately 50,300 square-feet. The existing shop, office trailer, and scale will remain on-site.

601 East Collins is an oil and gas support service business and the proposed equipment to be stored will primarily be portable heaters that will be stored when not in use on job sites. 601 East Collins delivers heaters to oil and gas sites, picks up heaters that require maintenance, repairs heaters on-site, and delivers fixed/new heaters back to job sites. During the late fall, winter, and early spring, there will be two to four mechanics working on the heaters in the existing shop from 6 a.m. to 6 p.m., Monday through Friday. Occasional maintenance work and heater pick-up/delivery may occur during weekend operations, according to oil and gas industry needs. During the late spring, summer, and early fall, the heaters are stored on-site and there is very little on-site activity.

The subject property is located at 601 E. Collins St., Eaton, CO 80615, and is described as Lot 2 of the Nelson Subdivision (Lot 2) and Lot 5 of the Sugar Factory Subdivision (Lot 5), being part of the Southeast Quarter of Section 31, Township 7 North, Range 65 West of the 6th P.M., Weld County, Colorado, containing 7 acres more or less. The subject property is located on the north side of East Collins Street approximately a quarter mile east of Highway 85. The site is in the I-2 Industrial and Manufacturing Zone District.

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Existing Conditions and Surrounding Land Uses

There is an existing shop building and office trailer on site. Existing structures will remain on-site. The lot surface is predominantly a gravel road base. There are two accesses on East Collins Street. The western access is located approximately 1,440 feet east of Highway 85 and is within a 30-foot access easement, dedicated by the Nelson Subdivision plat. The eastern access is located approximately 2,050 feet east of Highway 85 on the east side of the property. A concrete apron is proposed at both entrances for tracking control. [An easement agreement to allow shared use between Lot 2 and Lot 5 has been drafted, as requested by the Town of Eaton for this minor amendment.](#)

The existing land uses in the area surrounding the subject property are primarily commercial and industrial in nature and include rail transload and grain elevator and associated infrastructure for the rail facility, trucking, and assorted construction and manufacturing businesses along Collins.

The methods described below will be used to minimize potential nuisances associated with the proposed use:

Light

Outdoor lighting is wall and fence mounted. Light poles are not proposed at this time. Should light poles be proposed in the future, a lighting plan will be provided to the Town of Eaton for review prior to installation. Sources of light will be shielded so that light rays will not shine directly onto adjacent properties where such would cause a nuisance or interfere with the use on adjacent properties. The property owner or operator will be responsible for ensuring that neither the direct, nor reflected light from any source will create a traffic hazard to operators of motor vehicles on public or private streets. No colored light will be used which may be confused with, or construed as, traffic control devices.

Waste Management

The property owner or operator will be responsible for controlling noxious weeds on-site. Trash will be collected in a covered, confined trash dumpster and removed as needed by a trash removal company.

Dust Abatement

The operation is not expected to generate disproportionate amounts of fugitive dust. Parking is internal to the site. Parking and driving surfaces consist of road base like the surrounding roads and properties. Watering of surfaces will occur as necessary to suppress dust.

Access & Traffic

Typical vehicles accessing the site are passenger vehicles/pick-up trucks. The following traffic volumes are anticipated for this site during the cold season:

| | |
|---|---------------------------|
| Employee cars/pickups: | 2-4 roundtrips per day |
| Pickups and trailers (heater delivery): | 10-15 roundtrips per week |

The heaters are primarily in use during the late fall, winter, and early spring. There will be very minimal traffic at this site during warmer weather.

The R.F. Holdings SDP, case no. TE-20-05, included parking for semi-trucks and trailers. These parking spaces have been retained in the 601 East Collins minor amendment to allow for future flexibility in the use of this site. 601 East Collins, LLC is associated with Zito Trucking, which operates at another site in Weld County. Zito Trucking recently signed a 5-year lease agreement at this other site. There will be no Zito Trucking traffic at the 601 East Collins site during the 5-year lease period. At the end of the lease period, and if beneficial to Zito Trucking, trucks might be moved to this site instead.

Zito Trucking will have up to 30 trucks, 12 to 18 of which may be active at a time. As the Zito Trucking operations will primarily be off-site, no on-site employees for the trucking uses are proposed. As not all vehicles will be in use at one time, many of the vehicles will be stored on-site for several days/weeks at a time. Additionally, trucks may remain on job sites for extended periods of time or will remain on-site for extended period of time between jobs. A description of Zito Trucking future traffic volumes is below:

| | |
|------------------------|--------------------------|
| Employee cars/pickups: | 12-18 roundtrips per day |
| Semi-trucks: | 12-18 roundtrips per day |

The following total traffic volumes during the peak season are anticipated for both the heater storage and Zito Trucking uses:

| | |
|---|--------------------------|
| Employee cars/pickups: | 14-22 roundtrips per day |
| Pickups and trailers (heater delivery): | 1-3 roundtrips per day |
| Zito Trucking semi-trucks: | 12-18 roundtrips per day |

Site traffic will be distributed between the two access points. The shop will primarily be accessed at the western access point and the heaters will primarily be accessed at the eastern access point. Both access points may be used by Zito Trucking vehicles. 80% of the traffic from the site is expected to travel west on East Collins Street to Highway 85 and disperse north and south on Highway 85. 20% of the traffic from the site is expected to travel east on East Collins Street.

The arrival and departure of vehicles is expected to be staggered throughout the day. Highest traffic volumes are expected in the morning between 5:00 a.m. and 7:00 a.m. and in the evening between 5:00 p.m. and 7:00 p.m.

Drainage

The lot surface will remain primarily gravel road base. The internal site drainage will be improved by minor on-site regrading and the addition of perimeter swales. Paving of the two entrances and the addition of concrete drain pans does not result in a significant increase in the overall percentage of imperviousness for the site. No stormwater detention is proposed.

The site has a relatively flat topography with slopes from 0 to 3 percent toward the southeast. Off-site flows from the south appear to flow north and are intercepted by East Collins Street. Offsite flows from the east flow west and are intercepted by the Eaton Draw. Offsite flows from the west appear to flow east until directed south by an offsite swale. Therefore, an increase in runoff from outside the site is not expected.

An increased risk of damage from storm runoff is not expected as the percentage of imperviousness did not increase significantly with the proposed entrance and drainage improvements. Refer to the Drainage Narrative included in the SDP application package.

Utilities

The shop is served by a Town of Eaton water tap and sewer tap. ATMOS Energy and Xcel Energy provide gas and electrical service to the site. Existing visible utilities are shown on the site plan. No new utility services are proposed at this time.

Overlay Districts

The subject property is not located in a Geologic Hazard Overlay Zone District or Airport Overlay District. The majority of the site is located in Zone X, an area of minimal flood hazard, outside of the floodplain boundaries. A portion of East Collins Road, the roadside ditch, and a small portion of the site along the southern boundary are in the 100 Year AE Floodplain. A small portion of the site along the eastern boundary is in the 100 Year AE Floodway. A Flood Development Permit will be submitted for the proposed minor improvements in the southeastern portion of the site that are in the 100 Year AE Floodplain.

Fire Protection

Fire protection will be provided by the Eaton Fire Protection District. [Knox box locks will be provided where needed. Adequate emergency access to the office trailer and shop exists.](#)

Project Impact and Benefits

As designated in the *Comprehensive Plan, Goals and Policies, Goal 7.1 Develop a business environment that creates a healthy local economy and is Supportive of the community.*

Goal 7.4 Encourage desirable non-polluting industrial development.

Policy 7.4.1 Encourage industrial development to locate within corporate limits and in a manner consistent with the overall growth policies of the Town.

Policy 7.4.2 Implement land use regulations to ensure that new industry is located, designed and operated to minimize impacts on surrounding land uses and the overall image of the community.

Policy 7.4.3 Use the following criteria to determine where industrial land uses locate:

- *Industrial uses should have a good access to highways and railroads.*
- *Industrial uses should locate in close proximity to other industries. When industries are grouped together there are fewer negative impacts on other land uses.*
- *Industrial uses should locate in close proximity to existing or planned infrastructure particularly sewer, water and electricity. Septic systems should not be used to serve industrial uses. Water must be of an adequate flow and pressure to ensure proper fire protection.*

The site and operation of the business is consistent with the Goals and Policies laid out in the Comprehensive Plan. The site is within corporate limits and consistent with the overall growth policy as it is an infill site of an established industrial zone. The facility has good access to highway and rail. The facility is located within an established industrial area where the impacts are consistent with the existing impacts. The facility is connected to the municipal water and sanitary sewer system.

Conclusion

The 601 East Collins minor amendment to the R.F. Holdings SDP will reduce the total outdoor storage on-site. The proposed use is consistent with the I-2 Zone District and the site is adequate to support the use. The proposed access improvements will provide tracking control for East Collins Street. The proposed grading and drainage improvements will promote positive drainage and maintain historic stormwater flow.

Traffic Memo

Prepared for 601 East Collins LLC
SDP Minor Amendment, TE-23-06

Project Summary

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Access

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Trip Generation

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Utility Memo

Prepared for 601 East Collins LLC
SDP Minor Amendment, TE-23-06

Project Summary

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Existing Utilities

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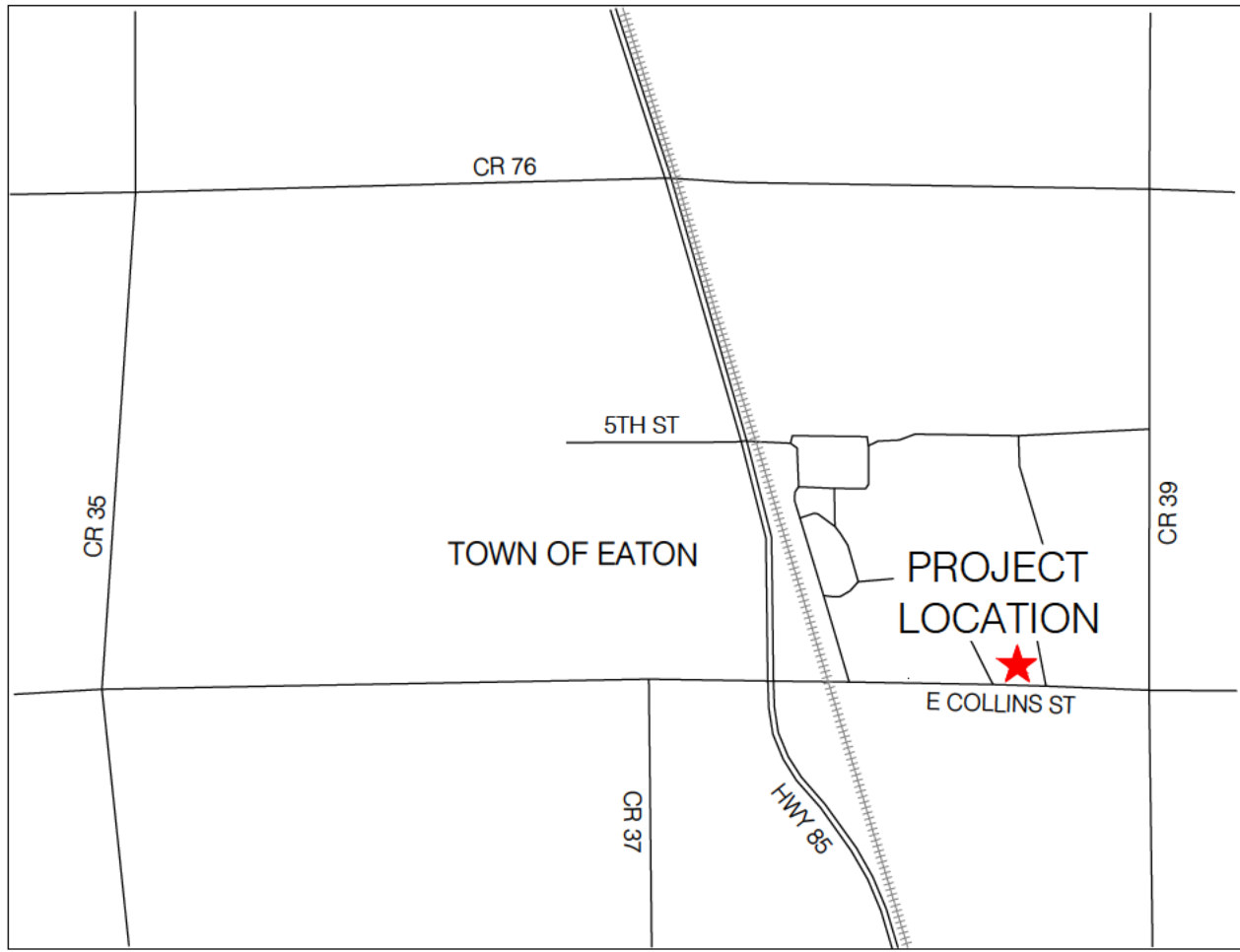
Proposed Utilities

No new utility services are proposed at this time.

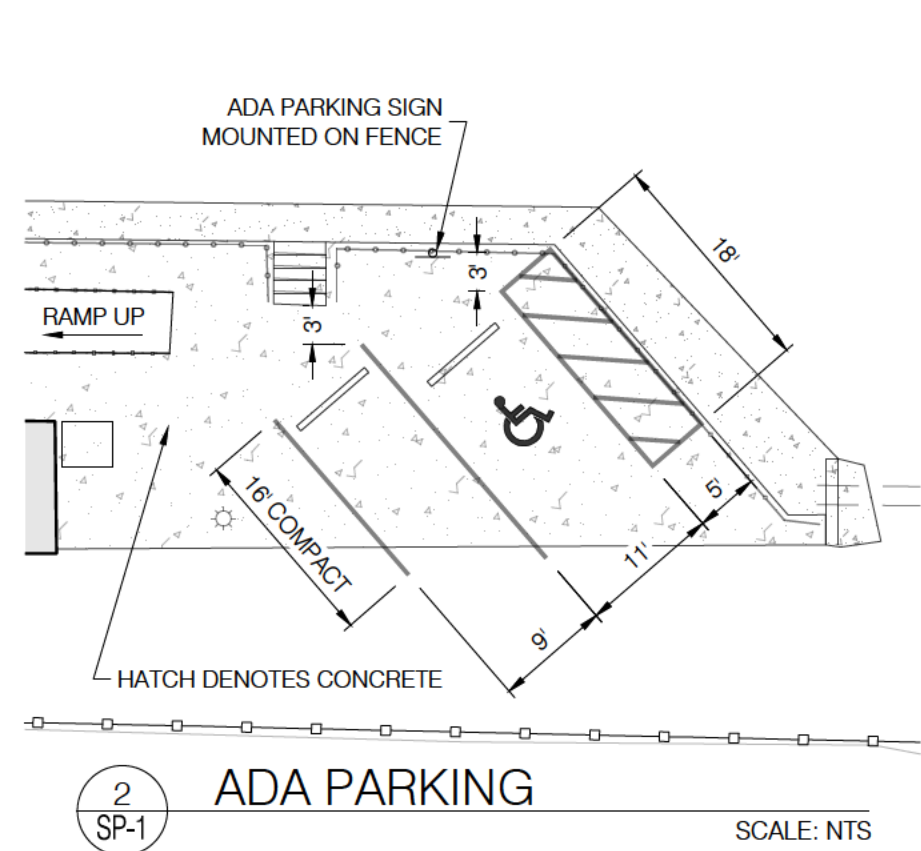
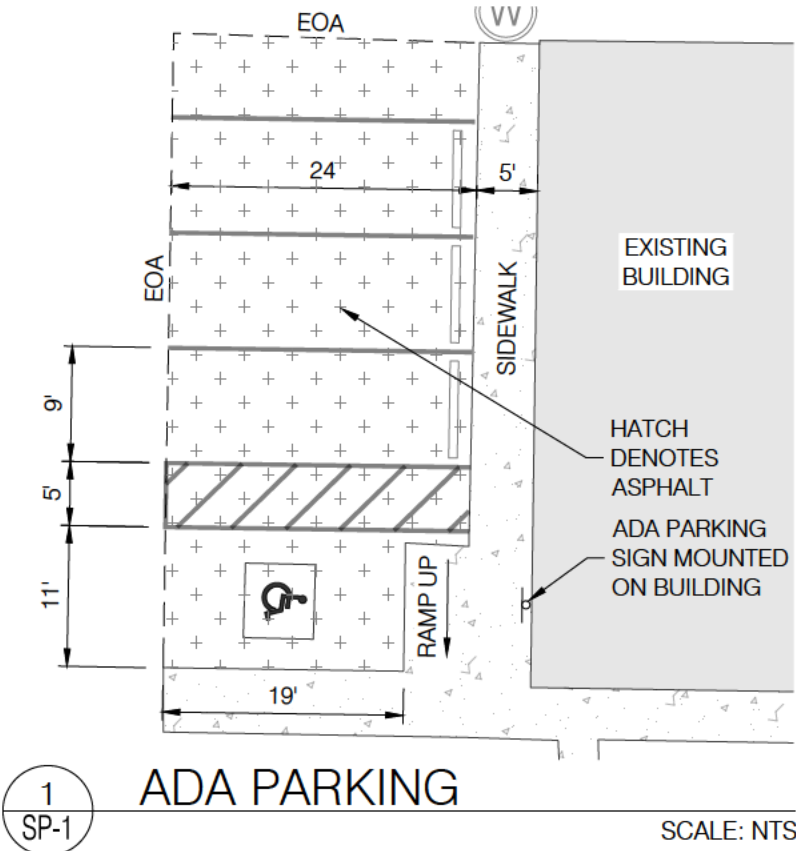
601 EAST COLLINS

SITE DEVELOPMENT PLAN AMENDMENT NO. 2

LOT 2 OF THE NELSON SUBDIVISION, AND LOT 5 OF THE SUGAR FACTORY SUBDIVISION, SITUATE IN THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 7 NORTH, RANGE 65 WEST OF THE 6TH P.M., TOWN OF EATON, WELD COUNTY, COLORADO



| SITE DATA TABLE | |
|--|---------------------|
| Lot Gross Area * | 337,152 SF (7.7 AC) |
| Existing Gravel Area (SF) | 290,980 |
| Existing Gravel Area (%) | 86.8% |
| Proposed Total Gravel Area (SF) | 269,200 |
| Proposed Total Gravel Area (%) | 80.3% |
| Existing Asphalt (E. Collins St.) (SF) | 10,890 |
| Existing Asphalt (E. Collins St.) (%) | 3.2% |
| Proposed Total Asphalt (SF) | 16,551 |
| Proposed Total Asphalt (%) | 4.9% |
| Existing Concrete Area (SF) | 4,791 |
| Existing Concrete Area (%) | 1.4% |
| Proposed Total Concrete Area (SF) | 7,841 |
| Proposed Total Concrete Area (%) | 2.3% |
| Existing Structures (SF) | 6,098 |
| Existing Structures (%) | 1.8% |
| Existing Vegetative Cover (SF) | 24,393 |
| Existing Vegetative Cover (%) | 7.3% |
| Proposed Total Vegetative Cover (SF) | 37,461 |
| Proposed Total Vegetative Cover (%) | 11.2% |
| Max. Allowable Outdoor Storage (%) | 15% |
| Proposed Outdoor Storage (SF) | 50,300 |
| Proposed Outdoor Storage (%) | 15% |



LEGEND

| | | | | |
|-----|------|---|------|---------------------------|
| --- | 4648 | EXISTING GROUND SURFACE CONTOUR AND ELEVATION, FT | E | EXISTING ELECTRIC METER |
| --- | --- | EXISTING / FUTURE PROPERTY BOUNDARY LINE | ▽ | EXISTING WATER FAUCET |
| --- | --- | EXISTING METAL FENCE | + | EXISTING T - POST |
| --- | --- | PROPOSED CHAIN LINK FENCE | ■ | EXISTING CONCRETE |
| --- | --- | EXISTING WOOD FENCE | ■ | NATIVE GRASS (SEE NOTE 6) |
| --- | --- | RIGHT OF WAY | ■ | PAVEMENT |
| --- | --- | EXISTING UTILITY POLE | → | TRAFFIC CIRCULATION |
| --- | --- | EXISTING ELECTRIC | 0.2% | DRAINAGE FLOW ARROW |
| --- | --- | EXISTING SIGNS | IP | INLET PROTECTION |
| --- | --- | EXISTING LIGHT POLE | OP | OUTLET PROTECTION |
| --- | --- | EXISTING WATER METER | | |
| --- | --- | EXISTING GAS | | |
| --- | --- | EXISTING TELEPHONE | | |

601 EAST COLLINS SDP AMENDMENT NO. 2 CONDITIONS OF APPROVAL

1. THE OWNER OF THE PROPERTY SHALL IMPROVE THE TWO (2) ACCESS DRIVES ON EAST COLLINS STREET BY PROVIDING A PAVED DRIVEWAY EXTENDING FROM EAST COLLINS STREET INTO THE PROPERTY A DISTANCE OF SIXTY (60) FEET AND A WIDTH MATCHING THE ACCESS WIDTH, BUT NOT WIDER THAN FIFTY (50) FEET. IN ADDITION, THE OWNER SHALL PROVIDE BARRIERS TO RESTRICT ACCESS TO NO GREATER THAN FIFTY (50) FEET WIDE AT EACH ACCESS POINT. THESE ACCESS DRIVE IMPROVEMENTS MUST BE COMPLETED WITHIN 6 MONTHS OF THIS SDP APPROVAL.

NOTES

1. THIS SDP AMENDMENT IS AN AMENDMENT TO THE R.F. HOLDINGS, LLC SDP AMENDMENT NO.1, WHICH WAS APPROVED IN FEBRUARY 2022.
2. EXISTING SIGNS, "SEMI DRIVERS USE EAST GATE" (TO BE REMOVED), NO TRESPASSING, "NO WEAPONS ALLOWED", "CAUTION HEAVY EQUIPMENT", AND "STANDARD STREET SIGN" LOCATED ON FENCE AND ADJACENT TRUNCATED UTILITY POLE.
3. BEARINGS AND DISTANCES SHOWN ON THIS SITE PLAN ARE COPIED FROM THE NELSON SUBDIVISION RECORDED 09/01/2020, RECEPTION NO. 4625177 AND SUGAR FACTORY SUBDIVISION, RECORDED 08/02/2013, RECEPTION NO. 3952786.
4. NO PARKING OVER STORMWATER DISCHARGE POINTS
5. ENTRANCE IMPROVEMENTS ARE PROPOSED SEE CONDITIONS OF APPROVAL NOTE (THIS SHEET)
6. SEEDED TURF AREAS SHALL BE WITH A TOWN OF EATON PRE-APPROVED SEED MIX.

OWNER'S OR ASSIGNEE CERTIFICATE:

BY SIGNING THIS SITE PLAN, _____ AS OWNER OR ASSIGNEE OF THE LAND FOR WHICH THIS PLAN HAS BEEN CREATED, ACCEPTS ALL OF THE REQUIREMENTS AND CONDITIONS SET FORTH HEREIN.

NAME PRINTED: _____
TITLE: _____
SIGNATURE: _____
DATE: _____

601 EAST COLLINS LLC, C/O DAVID ZITO, GENERAL MANAGER

EATON PLANNING DEPARTMENT:

THIS SITE PLAN WAS REVIEWED AND APPROVED BY THE TOWN ADMINISTRATOR. THIS _____ DAY OF _____, 20____.

TOWN OF EATON ADMINISTRATOR: _____

SIGNATURE: _____

TOWN OF EATON ENGINEERING:

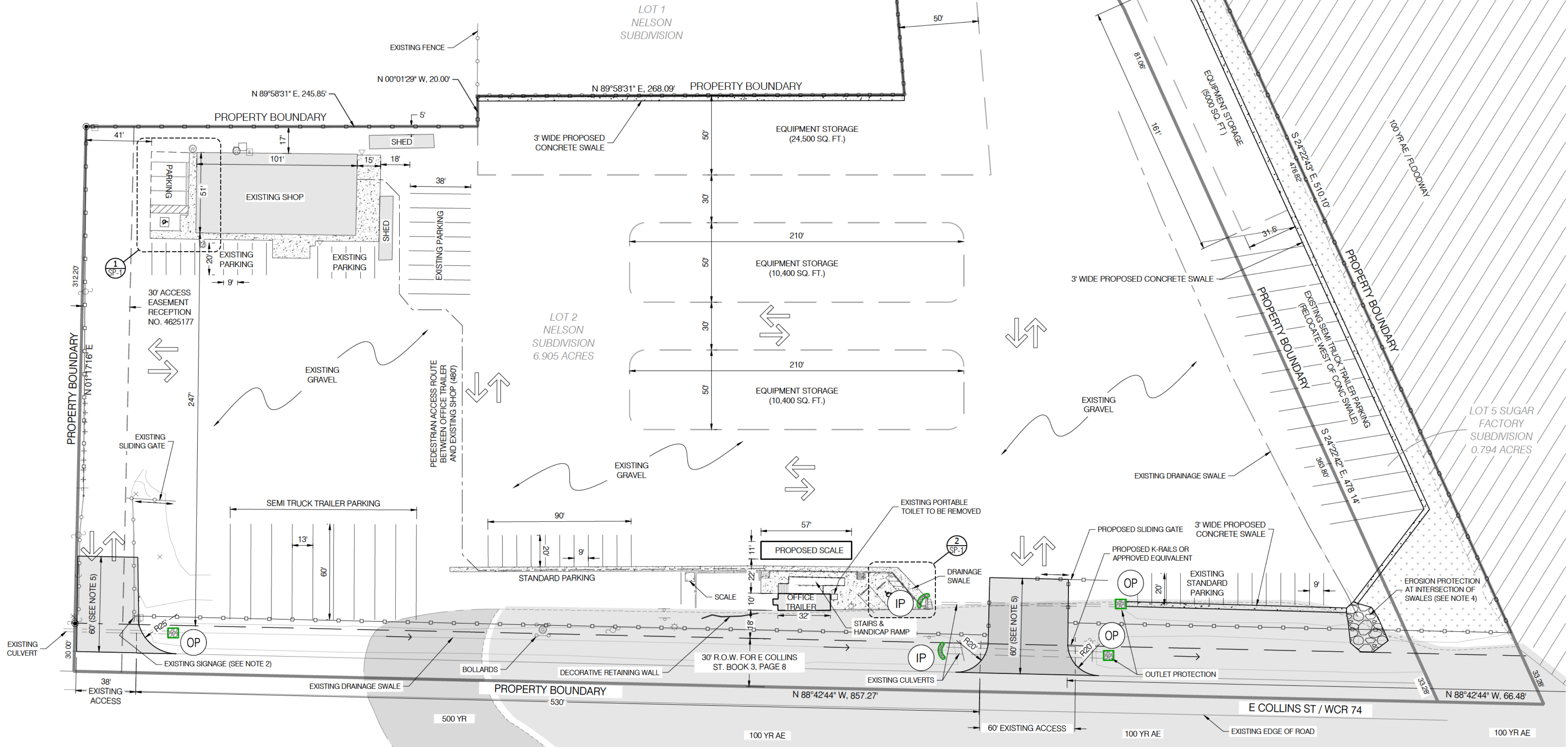
REVIEW IS FOR GENERAL COMPLIANCE WITH TOWN STANDARDS AND REGULATIONS. CONSTRUCTION MUST BE IN ACCORDANCE WITH APPLICABLE TOWN STANDARDS. THE TOWN'S ACCEPTANCE SHALL NOT RELIEVE THE DESIGN ENGINEER'S RESPONSIBILITY FOR ERRORS, OMISSIONS, OR DESIGN DEFICIENCIES FOR WHICH THE TOWN IS HELD HARMLESS.

THIS _____ DAY OF _____, 20____.

TOWN OF EATON ENGINEER: _____

SIGNATURE: _____

DATE: _____



PLAN VIEW

0 40
SCALE: 1" = 40'



AGPROfessionals
DEVELOPERS OF AGRICULTURE
3050 67th Avenue, Suite 200,
Greeley, CO 80634
(970) 535-9318 • fax: (970) 595-9854



601 EAST COLLINS
SITE DEVELOPMENT PLAN

SHEET:
SP-1