

TOWN OF BOW MAR
OFFICIAL NOTICE AND AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: Monday, March 17, 2025
TIME: 6:00 p.m.
PLACE: Columbine Valley Town Hall
2 Middlefield Road
Columbine Valley, CO 80123

Board Meeting

The regular meeting of the Board of Trustees of the Town of Bow Mar will begin at 6:00 p.m.

Call or Order, Roll Call and Pledge of Allegiance – Bryan Sperry

Agenda

- Approve Agenda

Public Comment

- Speakers must sign in with the Clerk (comments are limited to 3 minutes)

Consent Agenda

- Approval of the Minutes of the Special Meeting Held on February 17, (enclosure)
- Treasurer's Report and Payments Approval

Commissioner's Report

Public Safety	Mease, Cottrell (enclosure)
Finance	Chrisman
Building	Carlson (enclosure)
Parks and Recreation	Hinton
Public Works	Peterson
Intergovernmental	Osbourne-Manning

Clerk's Comments

- Next Meeting is scheduled for Monday, April 21, 2025

Attorney's Report

Mayor's Report

Old Business

- Discussion Regarding CPS Code Enforcement Assistance
- Review and Approve Revised Coyote Management Policy (enclosure)
- Update on Recreational Zone District DRB Guidelines (enclosure)
- Home Rule Charter Process and Discussion of Home Rule vs Existing Statutory Structure (enclosure)

New Business

- Lighting Guidelines Review (enclosure)
- DRB Candidate Discussion
- Schedule Foundation Meeting in April (King Scholarship)

Adjournment

RECORD OF PROCEEDING

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF

THE TOWN OF BOW MAR

HELD MONDAY, FEBUARY 17, 2025

A regular meeting of the Board of Trustees of the Town of Bow Mar, Colorado was held on Tuesday, February 17, 2025, at 6:00 p.m., at 4650 Bow Mar Drive, Bow Mar, CO 80123.

Present:

Mayor Sperry: Bryan Sperry
Mayor Pro Tem: Leslie Hinton

Trustees: Jane Carlson
David Peterson
Jim Chrisman
Liz Osborne-Manning

Absent was Trustee Mease whose absence was excused.

Also, in attendance were:

Wilson Scarbeary, Esq.; Wilson Williams Fellman Dittman, Town Attorney
Sue Blair; CRS of Colorado
Kayla Blair; CRS of Colorado
Sergeant Jamie Milliman; Columbine Valley Police
Susie Ellis; CPS

AGENDA:

Upon motion duly made, seconded, and unanimously carried, the agenda was amended by moving the item Code Enforcement Assistance to the top of the agenda.

PUBLIC COMMENT:

No public comment was received.

Discussion With CPS re Code Enforcement Assistance: Ms. Ellis spoke to the Board about her company, Community Preservation Specialists. She gave an overview of her role and what the company does. Trustee Carlson spoke about how the Town has a full-time building inspector, but the town's landscaping code enforcement needs qualified personnel. The Town has big properties with a lot of landscaping plans, and she would like to start the process on enforcing this matter. Mayor Sperry asked her about time restrictions, and she answered with she is flexible. Mayor Sperry also asked if she has worked in a similar sized Town to Bow Mar and Ms. Ellis answered with yes and noted that she has a wide range of experience with clients. Mayor Sperry thanked her for her time.

Variance Request: Mayor Sperry opened the Board of Adjustments hearing to consider a variance request by the property owner at 5425 Sunset Drive for a zoning restriction to requires at 40' set back and allow 27.75 SF of the home inside the east seat back. Building Commissioner Carlson introduced the homeowners and explained what the variance was about. Residents Blake and Sara McKenna presented their application and what their plans were for the home. After discussion, and upon a motion made and a second, the Board of Adjustments approved the variance. Mayor Sperry then closed the Board of Adjustments hearing, and the Trustees reconvened into General Session.

CONSENT AGENDA:

The consent agenda including minutes, payables and Treasurer's report were approved as presented.

COMMISSIONERS REPORT:

Public Safety: Chief Cottrell reviewed the monthly public safety report. He noted it was another quiet month and shared that the Columbine Valley's full-time positions are now all filled. Mayor Sperry shared a safety incident summary with the Board and the numbers continue to show a very positive trend. He mentioned that the statistics reflecting auto theft, burglary, criminal mischief, juvenile complaints, theft and trespassing in Bow Mar peaked in 2022 and have declined each year since with 2024 showing the lowest crime numbers since before the pandemic. He emphasized that safety for Bow Mar continues to be a top priority and the systems and process in place are yielding results. He discussed how every entrance to our town, including Tufts, is monitored, as well as the patrol habits of our officers, such as eBike patrols after dark. Together, these efforts are yielding positive results. He emphasized the importance of having Columbine Valley PD fully staffed, especially given the challenges other communities face. He also thanked Chief Cottrell and his officers for their hard work.

Finance: Trustee Chrisman reviewed the monthly financials with the Board.

Building: Trustee Carlson reviewed the monthly report with the Board. During the month of February, the Town collected \$ 5,061.00 in permit fees, \$41.00 in license fees and \$2,323.70 in transportation utility fees, for a total collection of \$5,703.70. The payment to the building inspector was \$2,100.00.

Parks and Recreation: Trustee Hinton told the Board that the park project is moving along.

Public Works: Trustee Peterson let the Board know that he has been working with Mr. Miner and the bid packages are almost complete and there is slow movement with the grant but it very hopeful about it.

Intergovernmental: Trustee Manning told the Board that she is still working on the well that has been capped in Mary's Meadow. She has heard back from the Bowles Metro District on the mowing

agreement and will work with Mr. Scarbeary to get the agreement ready to go for approval. She is also going to start working on our town's trash contract that expires at the end of 2025 and will soon begin the bidding process.

Clerk's Comment: The next regular meeting of the Town will be held on Monday, March 17, at the Town of Columbine Valley at 6:00 p.m.

ATTORNEY REPORT:

Discussion on Recreational Zone District Design Review Guidelines: Mr. Scarbeary reported to the Board that the DRB has the guidelines and is going to review and make changes as needed. This item will be on the next agenda.

Home-Rule Charter Process and Discussion of Home-Rule vs. Statutory Structure: Mr. Scarbeary reported that the mayor requested to have this item on the agenda to study whether it would be of benefit to the town. Mr. Scarbeary then gave an introductory overview of home rule to the trustees. He will have more information on this matter for the next meeting.

NEW BUSINESS:

Review and Approve Summer Color Proposal from Lifescapes: Upon motion duly made, seconded, and unanimously carried, the proposal was approved.

Review and Approve Road Closure Policy: Upon motion duly made, seconded, and unanimously carried, the policy was approved.

David Evans Traffic Count and Traffic Calming Proposal: Trustee Peterson spoke about the proposal provided by the town's traffic engineer, David Evans & Associates. David Evans will study several items. The first will be a traffic count to determine volume through town in comparison to the prior study conducted in 2019 to see if traffic has increased, decreased or remained the same. David Evans will also review proposed traffic calming measures proposed in 2024 along with analyzing the intersection of Prospect and Bow Mar Drive to see if that intersection could be reconfigured to further reduce cut through traffic. With paving planned later this year for Bow Mar Drive and Sheridan, Trustee Peterson spoke about how it is important to make sure that the Town takes a final look with David Evans & Associates before work begins. Upon motion duly made, seconded, and unanimously carried, the proposal was approved by amending the start dates.

Review and Approve Coyote Management Policy: Mayor Sperry reviewed the proposed coyote management policy with the Board that was developed around recommendations by the Colorado Division of Wildlife. Following discussion, Mr. Scarbeary will make final revisions to the policy and have it ready for the next meeting.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:16 p.m.

Bryan Sperry, Mayor

Sue Blair, Town Clerk



Columbine Valley Police Department

Serving Bow Mar

2 Middlefield Rd. Columbine Valley, Colorado 80123

www.columbinevalley.org

(303) 795-1434

Fax (303) 795-7325

Columbine Valley P.D. Monthly Report For March 2025

Full Time Positions	6 of 6
Part Time Positions	4 of 5
Regular hours	866
OT hours worked	33.5
Off Duty	0
PTO	30

February 2025 Violations

Charges For the Date Range 2/1/2025 Thru 2/28/2025

Qty	Charge
13	1101(2)(H) SPEEDING 10 - 19 MPH OVER:
2	604 TRAFFIC CONTROL SIGNAL:
2	703(3) FAIL TO STOP AT A STOP SIGN:
1	1210(A) ON STREET PARKING PROHIBITED (3-6 AM):
1	1006(2) ONE WAY ROADWAYS ROTARY TRAFFIC ISLANDS:
1	1101(1) SPEEDING EXCESS OF 30 MPH OVER LIMIT:
1	1409 COMPULSORY INSURANCE:
1	1101(2)(H) SPEEDING 20 AND OVER:
22	Total Number of Violations Issued

Monthly Case # Report

Case Number	Event Date	Situation Reported
CV25-0000013	02/04/2025 05:53:47 PM	DUI IP
CV25-0000014	02/08/2025 12:39:51 AM	UNKNOWN INJURY ACCIDENT IP
CV25-0000015	02/08/2025 02:58:32 PM	TRAFFIC ARREST IP
CV25-0000016	02/08/2025 04:32:11 PM	WELFARE CHECK IP
CV25-0000017	02/08/2025 05:11:48 PM	TRAFFIC ARREST IP
CV25-0000018	02/15/2025 12:00:32 PM	DOMESTIC VIOLENCE VERBAL IP
CV25-0000019	02/21/2025 09:14:47 AM	PROPERTY ACCIDENT IP
CV25-0000020	02/23/2025 07:08:21 AM	Theft

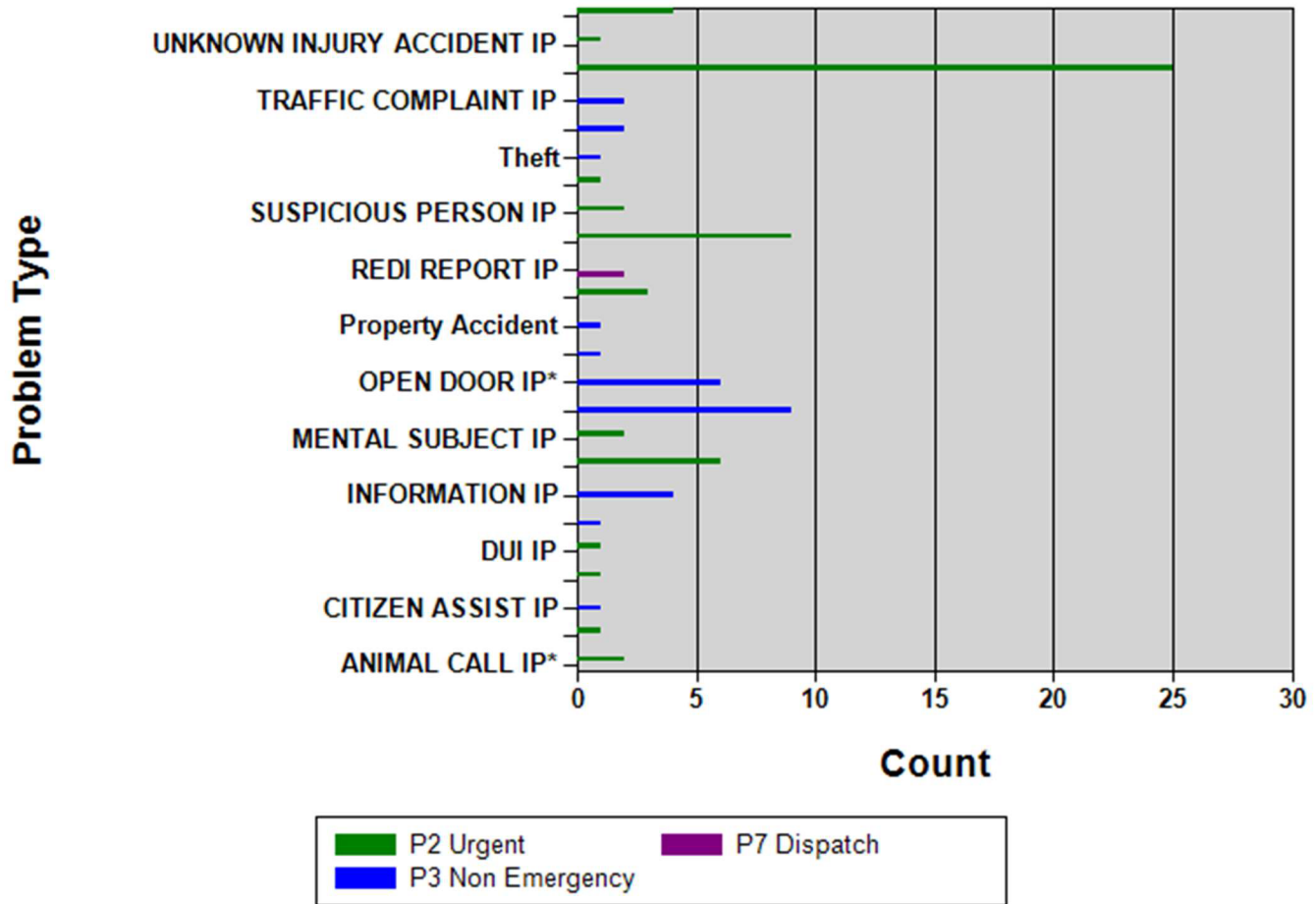
Problem Type Summary

10:34 AM 3/13/2025

Data Source: Data Warehouse

Agency:	ACSO
Division:	Bow Mar, Bow Mar Inactive Personnel, Columbine Valley, Columbine Valley Inactive Pers
Day Range:	Date From 2/1/2025 To 2/28/2025
Exclusion:	<ul style="list-style-type: none"> • Calls canceled before first unit assigned • Calls canceled before first unit at scene

[Export](#)



Priority	Description
1	P1 In Progress
2	P2 Urgent
3	P3 Non Emergency
4	P4 Police Details
5	P5 On View
6	P6 Phone
7	P7 Dispatch

8	P8 CAD Test Record
9	P9 Call on Hold

Problem Type	Priority									Total
	1	2	3	4	5	6	7	8	9	
911 HANGUP IP										
ABANDONED VEHICLE IP*										
ACCIDENT ALERT IP										
ANIMAL CALL IP*		2								2
Assault										
ASSIST TO OTHER AGENCY IP		1								1
Auto Theft										
AUTO THEFT IP										
Burglary										
Burglary Attempt										
BURGLARY ATTEMPT IP										
BURGLARY IP										
BUSINESS ALARM IP										
BUSINESS CHECK IP*										
CANCEL RUNAWAY IP										
Child Abuse										
CHILD ABUSE IP										
CITIZEN ASSIST IP			1							1
CODE ENFORCEMENT IP*										
Criminal Impersonation										
CRIMINAL IMPERSONATION IP										
Criminal Mischief										
CRIMINAL MISCHIEF IP										
Criminal Tampering										
CRIMINAL TAMPERING IP										
DEAD ON ARRIVAL IP										
Disturbance Physical										
DISTURBANCE PHYSICAL IP										
Disturbance Verbal										
DISTURBANCE VERBAL IP										
Domestic Violence Physical										
DOMESTIC VIOLENCE PHYSICAL IP										
Domestic Violence Verbal										
DOMESTIC VIOLENCE VERBAL IP		1								1
Drug Violation										
DRUG VIOLATION IP										
DRUNK SUBJECT IP										
DUI IP		1								1
Elder Abuse										
ELDER ABUSE IP										
FIREWORKS IP			1							1
FOUND PERSON IP										
FOUND PROPERTY IP*										
Fraud										
FRAUD IP										
Harassment										
HARASSMENT IP										
Hate Crime										
HATE CRIME IP										
HOME CHECK IP*										
Identity Theft										
IDENTITY THEFT IP										

IMPOUNDED VEHICLE IP									
INFORMATION IP			4						4
Injury Accident									
INJURY ACCIDENT IP									
INTIMIDATING A WITNESS IP									
KEEP THE PEACE IP*									
LIQUOR VIOLATION IP									
LOUD NOISE COMPLAINT IP									
MEDICAL IP		6							6
Menacing									
MENACING IP									
MENTAL SUBJECT IP		2							2
MESSAGE FOR DEPUTY IP			9						9
MISSING CHILD IP									
Missing Person									
MISSING PERSON IP									
OBSTRUCTION IP									
ODOR INVESTIGATION IP									
OPEN DOOR IP*			6						6
OVERSIZED VEHICLE IP*									
PARKING COMPLAINT IP*			1						1
POSS SHOTS FIRED IP									
Property Accident			1						1
PROPERTY ACCIDENT IP		3							3
PUFFING VEHICLE IP*									
RECOVERED STOLEN PROPERTY IP									
RECOVERED STOLEN VEHICLE IP									
REDI REPORT IP						2			2
REPOSSESSED VEHICLE IP									
RESIDENTIAL ALARM IP		9							9
Restraining Order Vio									
RESTRAINING ORDER VIO IP									
Robbery									
ROBBERY IP									
Runaway									
RUNAWAY IP									
SAFE 2 TELL									
SELECTIVE ENFORCEMENT IP*									
Sex Assault									
SEX ASSAULT IP									
Sex Crime									
SEX CRIME IP									
Shots Fired									
SHOTS FIRED IP									
Suicide Attempt									
SUICIDE ATTEMPT IP									
SUICIDE COMPLETED IP									
SUICIDE THREAT IP									
SUSPICIOUS CIRCUMSTANCE IP									
SUSPICIOUS PERSON IP		2							2
SUSPICIOUS VEHICLE IP		1							1
Theft			1						1
Theft from Motor Vehicle									
THEFT FROM MOTOR VEHICLE IP									
THEFT IP									
TRAFFIC ARREST IP			2						2
Traffic Complaint									

TRAFFIC COMPLAINT IP			2						2
TRAFFIC OBSTRUCTION IP									
TRAFFIC STOP IP		<u>25</u>							<u>25</u>
TRANSPORT IP									
Trespass to Property									
TRESPASS TO PROPERTY IP									
Trespass to Vehicle									
TRESPASS TO VEHICLE IP									
UNKNOWN INJURY ACCIDENT IP		1							1
UNLAWFUL ACTS IP									
UNWANTED SUBJECT IP									
VEHICLE LOCKOUT IP									
WARRANT ARREST IP									
WARRANT PICKUP IP									
Weapons Violation									
WEAPONS VIOLATION IP									
WELFARE CHECK IP		4							4
ZZ-Animal Call									
ZZ-Suspicious Person									
ZZ-Suspicious Vehicle									
ZZ-Unwanted Subject									
ZZ-ZONING IP									
Total		<u>58</u>	<u>28</u>				2		<u>88</u>

Bow Mar Calls For Service

BM2025-0000011		402	P2	WELFARE CHECK IP	S SHERIDAN BLVD / BOW MAR DR	Bow Mar	2/1/2025 6:01
BM2025-0000012		410	P2	RESIDENTIAL ALARM IP	4801 W WAGONTRAIL RD	Bow Mar	2/2/2025 9:08
BM2025-0000013		FIRE	P3	INFORMATION IP	5415 SOMBRERO	Bow Mar	2/3/2025 10:26
BM2025-0000014		401	P3	MESSAGE FOR DEPUTY IP	5225 RIDGE TRL	Bow Mar	2/3/2025 11:43
BM2025-0000015		406	P2	SUSPICIOUS PERSON IP	4901 HOMESTEAD ST	Bow Mar	2/4/2025 4:13
BM2025-0000016	CV25-0000013	404	P2	DUI IP	5360 LAKESHORE DR	Bow Mar	2/4/2025 17:53
BM2025-0000017		402	P3	INFORMATION IP	5395 Lakeshore Dr	Bow Mar	2/5/2025 13:21
BM2025-0000018		405	P3	FIREWORKS IP	4900 PINYON ST	Bow Mar	2/9/2025 21:27
BM2025-0000019		406	P4	FOLLOW UP IP*	5360 LAKESHORE DR	Bow Mar	2/11/2025 16:27
BM2025-0000020		406	P7	REDI REPORT IP	4490 LONGHORN	Bow Mar	2/12/2025 18:19
BM2025-0000021	CV25-0000018	402, 403, A11, A31, P2 A31A	P2	DOMESTIC VIOLENCE VERBAL IP		Bow Mar	2/15/2025 12:00
BM2025-0000022		RESC	P2	MEDICAL IP	4567 PROSPECT ST	Bow Mar	2/16/2025 12:13
BM2025-0000023		403	P4	FOLLOW UP IP*	4975 LAKESHORE DR	Bow Mar	2/16/2025 14:28
BM2025-0000024		406	P2	RESIDENTIAL ALARM IP	4801 W WAGONTRAIL RD	Bow Mar	2/18/2025 0:06
BM2025-0000025		403	P2	RESIDENTIAL ALARM IP	5355 YELLOWSTONE ST	Bow Mar	2/21/2025 16:09
BM2025-0000026		405	P2	MENTAL SUBJECT IP	5555 LAKESHORE DR	Bow Mar	2/23/2025 2:34
BM2025-0000027			P2	WELFARE CHECK IP	5555 LAKESHORE DR	Bow Mar	2/26/2025 2:53
BM2025-0000028		409	P2	MEDICAL IP		Bow Mar	2/28/2025 3:16
BM2025-0000029		403	P3	MESSAGE FOR DEPUTY IP	4905 BOW MAR DR	Bow Mar	2/28/2025 14:39
BM2025-0000030		403	P3	MESSAGE FOR DEPUTY IP	4900 BOW MAR DR	Bow Mar	2/28/2025 18:49
CV2025-0000102		405	P2	TRAFFIC STOP IP	BOW MAR DR / LARKSPUR ST	Bow Mar	2/1/2025 21:01
CV2025-0000103		411	P2	TRAFFIC STOP IP	4699 S SHERIDAN BLVD	Bow Mar	2/2/2025 12:00
CV2025-0000123		411	P2	WELFARE CHECK IP		Bow Mar	2/8/2025 11:43
CV2025-0000127	CV25-0000016	411	P2	WELFARE CHECK IP		Bow Mar	2/8/2025 16:32
CV2025-0000167		405	P2	SUSPICIOUS VEHICLE IP	5265 SKY TRL	Bow Mar	2/22/2025 1:20

TOWN OF BOW MAR
BUILDING PERMITS ISSUED February 1-February 28,2025

Permit Fees

Date	Permit #	Address	Resident Name	Work Done	Cost	Contract Price
19-Feb	3104	5001 Bow Mar Drive	Gunning	7 push piers for foundation	\$ 696.00	\$ 18,377.92
20-Feb	3103	5415 Sombrero	Carney	gas line install	\$ 230.48	\$ 4,438.00
28-Feb	3106	5150 Bow Mar Drive	Scyphers	addition new porch and patio	\$ 3,024.00	\$ 150,000.00
Total Permit Fees					\$ 3,950.48	172,815.92

Transportation Utility Fees

20-Feb	3106	5150 Bow Mar Drive	Syphers		\$ 1,500.00	
18-Feb	3104	5001 Bow Mar drive	Gunning		\$ 183.78	

Total Transportation Fee \$ 1,683.78

Licence Fees

14-Feb	3108	5150 Bow Mar Drive	Sigma Homes	general contractor	\$ 160.00	
17-Feb			Westwind contruction		\$ 160.00	
17-Feb			Blue Raven	general contractor	\$ 160.00	
19-Feb	3104	5001 Bow Mar Drive	Thrasher Inc	general contractor	\$ 160.00	
20-Feb	3103	5415 Sombrero	the gas connection	mechanical	\$ 100.00	

Total Licence Fees \$740.00

TOTAL COLLECTED \$6,374.26

BUILDING INSPECTOR's FEE for -Terry Weis \$ 2,552.50

Respectfully submitted,
Jane Carlson- Building Commissioner

Town of Bow Mar

Building Department Activity 2025

New Construction -

Turner (5405 Sombrero) – **in progress** /finish basement

Wendling (Bow Mar Drive)- **in progress**-NEW HOME

Major Remodel/Addition

Fable (4725 prospect)- **in progress** remodel and addition

Scyphers(5150 Bow Mar Drive)-**in progress**-addition and full interior remodel, back porch, solar panels

DesiLab,LLC(5330 Lakeshore)- **in progress** Front porch enclosure, interior remodel, outdoor kitchen

Carney(Sombrero)-**in progress**- New pool, landscape and fencing, driveway

Baker(4720 Homestead) **in Progress** addition to home-

Uhle (4701 Prospect)-**in progress**-addition and interior remodel

Miller (4740 Bow Mar Drive) **in progress**-interior remodel and exterior change to home, replace windows

Cullen(Sombrero Circle)- **in progress** remodel and garage addition

Smaller/interior/ Exterior projects/Roofs

BMOI(5395 Lakeshore) **in progress** pump house-

Finta(4511 Homestead)- **in progress** basement remodel

Strecker(4950 Lakeshore)- **in progress** replace siding-

Gunning-5001 Bow Mar Drive)- **in progress**-adding helical piers

Sitole(Skytrail) **in progress** roof replacement-

Landscape

Town of Bow Mar (5151 Juniper) **in progress** Landscape in front of Mary's Meadow- spring 2025

Projected new home, additions, small projects, landscape

BMOI(5395 Lakeshore)- **New bathrooms**- 2025

McKenna (5425 Sunset)- **remodel 2025**

Nortje (5300 Yellowstone)- **New Home- -2025**

Meuro(Redwood) **New Home- 2025**

Prescott/Systma(4995 Larkspur)- **New pool/patio in rear of home-winter/spring 2025**

Dawkins_(4580 Wagon Trail) **—home add ition-spring 2025**

Bachman(Prospect) - **New Roof -spring 2025**

Wilson(Homestead)- **replace windows- spring 2025**

EXHIBIT A

Town of Bow Mar Coyote Management Policy

Introduction

Coyotes are an integral part of Colorado's ecosystem, including in the Town of Bow Mar. As a highly adaptable species, they play a vital role in controlling rodent and small mammal populations. However, urban environments can lead to increased human-coyote interactions, which may cause safety concerns. Based on recommendations received from the Colorado Division of Wildlife ("CDOW"), this plan emphasizes cohabitation with coyotes while addressing potential risks to residents, pets, and property through education, prevention, and incident response.

Goals and Objectives

1. **Promote Safe Coexistence:** Educate the community about coyote behavior and the importance of cohabitation.
2. **Minimize Conflicts:** Implement strategies to reduce attractants and manage interactions.
3. **Incident Reporting and Response:** Establish a clear protocol for reporting and addressing incidents of coyote aggression or unusual behavior.
4. **Collaboration with Authorities:** Partner with the Colorado Division of Wildlife ("CDOW") for guidance and support.

Section 1: Education and Awareness

Community Outreach

- ~~Workshops and Seminars:~~ Host periodic educational sessions on living with coyotes, led by wildlife experts.
- **Printed and Digital Materials:** Distribute ~~brochures~~ information through digital media, newsletters signs, and provide town website content outlining practical steps to avoid conflicts with coyotes.

Key Educational Messages

- **Prevent Attractants:**
 - Secure garbage bins with lids and store them in enclosed areas when not in use.
 - Do not leave pet food, birdseed, or fallen fruit outside.
 - Remove brush piles and other potential denning sites near homes.
- **Pet Safety:**
 - Keep pets on a leash during walks.
 - —Supervise pets in yards, especially during dawn and dusk.
 - ~~Install coyote proof fencing if possible.~~

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EXHIBIT A

- **Behavioral Understanding:**

- Coyotes are naturally wary of humans but may lose fear if food-conditioned.
- Use hazing techniques, such as making loud noises or waving arms, to deter coyotes.

Section 2: Conflict Prevention

Habitat Management

- Collaborate with residents to ~~maintain~~ promote landscaping that minimizes hiding spots and den opportunities.
- Maintain open spaces and trails in a manner that discourages coyote encroachment.

Enforcing Guidelines

- ~~Establish~~ Consider the adoption of and enforce ordinances ~~ordinances~~ that prohibit the feeding of coyotes or other wildlife.
- Issue reminders during seasons when coyote activity is more visible, such as mating and pup-rearing periods.

Section 3: Incident Reporting and Response

Incident Reporting

Residents are encouraged to report the following to the Town of Bow Mar and the CDOW:

- **Aggressive Behavior:** Coyotes acting unusually bold or attacking pets.
- ~~Habituated Coyotes: Repeated sightings near homes, schools, or playgrounds.~~
- **Denning in Residential Areas:** Coyotes establishing dens close to human activity.

Reports can be submitted through the following:

- **CDOW Hotline:** Residents may report coyote sightings to CDOW at (303) 291-7227

Incident Response Protocol

- **Initial Assessment:** Town officials, in consultation with CDOW, will evaluate reports to determine the severity and risk level of the incident.
- **Education and Intervention:** For non-threatening incidents, provide residents with educational resources and guidance on deterrence.
- **Targeted Actions:**

EXHIBIT A

- If a coyote exhibits aggressive or unusual behavior, work with CDOW to assess the need for trapping or relocation.
- For repeated aggressive incidents, lethal control measures may be considered. However, according to CDOW, removing a coyote creates a territorial void that will quickly be filled by another.
- ~~For repeated aggressive incidents, lethal control measures may be considered as a last resort.~~
- **Follow-Up:** Ensure proper communication with the reporting party and provide updates when possible on the resolution.

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Section 4: Collaboration with Colorado Division of Wildlife

- **Incident Reporting:** Maintain an open line of communication with CDOW for all reports of aggressive or unusual coyote behavior.
- **Guidance and Support:** Request assistance from CDOW in developing or refining management strategies.
- **Joint Actions:** Coordinate on response efforts, including public messaging and, when necessary, wildlife intervention.

Conclusion

The Town of Bow Mar's Coyote Management Plan prioritizes coexistence while ensuring public safety. Through education, prevention, and collaboration, Bow Mar aims to successfully live alongside its coyote population.

~~The Town of Bow Mar's Coyote Management Plan reflects a commitment to coexistence while ensuring public safety. By fostering a culture of education, prevention, and collaboration, Bow Mar can successfully manage its coyote population while maintaining harmony between wildlife and residents.~~

Bow Mar Design Review Criteria for the Recreational Zone District

DRAFT

Introduction

The Bow Mar community is known for its clean, simple architectural lines and a lack of excessive ornamentation. Its buildings generally feature low profiles, with a limit of one story, subject to grading and site-specific considerations. These guidelines, focusing on the **Recreational Zone District**, are intended to align with the broader **Bow Mar Design Guidelines** and apply specifically to recreational zones within the Town. The goal is for all building projects within Bow Mar to enhance the neighborhood's overall character and maintain its visual and environmental integrity. These guidelines should be reviewed in conjunction with Bow Mar's broader design principles to provide a comprehensive approach for evaluating any proposed development.

The **Design Review Criteria** for the **Recreational Zone District** are designed to assist the **Design Review Board (DRB)** in assessing proposals. These criteria ensure that developments are in line with Bow Mar's aesthetic, environmental, and community goals, creating a harmonious balance between recreational facilities and the natural surroundings while promoting safety, accessibility, and enjoyment for residents.

Section 1: General Principles

Consistency with Bow Mar's Vision:

New projects should align with Bow Mar's commitment to preserving its unique character, maintaining spacious building setbacks, and keeping mature landscaping intact to protect the natural environment. Efforts should focus on enhancing recreational amenities for the community.

Compatibility with the Surrounding Area:

Designs should complement the existing architectural style of Bow Mar and integrate seamlessly with its natural surroundings. Projects should avoid excessive stylistic contrasts and minimize disruptions to views of the lake, mountains, and open spaces.

Community Benefit:

Proposals should primarily aim to serve the needs of Bow Mar residents, fostering community interaction and improving overall well-being.

Sustainability:

Projects should incorporate eco-friendly materials and sustainable practices to minimize environmental impact.

Section 2: Site Design and Layout**Land Use and Functionality:**

As outlined in the **Bow Mar Design Guidelines (BMDG)**, building setbacks play a critical role in maintaining the neighborhood's character. All new structures should adhere to the 40-foot setback requirement, with special consideration given to sites adjacent to non-Bow Mar properties. If variations from this standard are proposed, site-specific studies should accompany the initial submission to evaluate the appropriateness of the proposed location.

Recreational facilities should be designed to maximize usability while minimizing disruptions to neighboring properties. Clearly defined purposes for each structure or space must be provided.

Open Space Preservation:

It is essential to strike a balance between developed areas and open spaces to maintain Bow Mar's natural ambiance. Landscaping should incorporate native plant species to support local biodiversity. A separate landscape design submittal, in addition to structural proposals, is required for DRB approval.

Traffic Flow and Parking:

Projects must ensure safe, efficient access to the site while minimizing disruption to surrounding areas. Parking facilities should be screened with landscaping to minimize visual impact, and bicycle parking should be included where necessary.

Pedestrian and Cyclist Accessibility:

Ensure pathways for pedestrians and cyclists are safe, easily accessible, and ideally connected to existing trails or facilities, where applicable.

Section 3: Architectural Design**Style and Materials:**

Architectural designs should align with Bow Mar's existing Design Guidelines and established aesthetics, emphasizing natural materials and colors that blend with the surrounding

environment. Overly modern or industrial styles are discouraged unless modified to harmonize with the overall neighborhood aesthetic.

Building Massing and Scale:

Structures should be proportional to their surroundings and not overpower adjacent properties or open spaces. Low-profile designs that integrate with the natural landscape are encouraged, and impacts on views of the mountains, lake, and open spaces should be minimized.

Height:

All structures are restricted in height to a maximum of 16' – 0", measure from the average of the four corners of the proposed footprint to the highest point of the roof, except that no more than twenty-five percent (25%) of the total ridge line (the horizontal line formed where two (2) upward-sloping roof surfaces meeting) may be up to 18' – 0" in height as measured from the same reference point described above.

Rooflines and Facades:

Rooflines should be simple, elegant, and visually compatible with the natural contours of the landscape. Ornamental or overly complex roof designs should be avoided. Facades should include thoughtful detailing, avoiding expansive blank walls or overly uniform surfaces.

Materials and Finish:

Bow Mar restricts the use of metal siding, vinyl siding, and vinyl windows, as well as highly reflective or plastic materials. Natural, durable materials are required, and bright, bold colors should be avoided. For buildings within the Recreational Zone District, designs should focus on blending in with the natural surroundings rather than dominating views. Samples of proposed materials and colors must be submitted to the DRB for review.

Energy Efficiency:

Projects should prioritize energy-efficient features, such as passive solar design, high-performance windows, and insulation. Renewable energy options (e.g., solar panels) should be integrated in a discreet manner where appropriate.

Section 4: Landscaping and Outdoor Features

Native and Drought-Resistant Plantings:

Landscaping should use native and drought-resistant plants to conserve water and preserve the ecological balance of the area.

Recreational Elements:

Outdoor recreational features, such as playgrounds, courts, or fields, should be designed to blend with the natural surroundings. Noise-generating elements should be positioned to minimize disruption to neighboring properties.

Lighting:

Outdoor lighting should be minimal, downward-directed, and use motion sensors or timers to avoid unnecessary illumination. Refer to the lighting-specific design guidelines for further details.

Drainage and Stormwater Management:

Site designs should include effective drainage solutions that prevent erosion and safeguard water quality. Proposals will be required to submit a survey along with drainage plans for the proposed project.

Section 5: Safety and Accessibility**Universal Accessibility:**

Designs should comply with **ADA (Americans with Disabilities Act)** standards, ensuring that all facilities are accessible to everyone.

Emergency Access:

Designs must provide clear, unobstructed access for emergency vehicles and personnel.

Safety Features:

Ensure that safety measures are incorporated into the design, such as appropriate lighting, secure fencing, and clear visibility in recreational areas.

Section 6: Submission Requirements**Site Plans:**

Submit detailed site plans showing proposed structures, pathways, landscaping, and parking areas, and include a stamped survey along with drainage plans to communicate how drainage and surface water will be managed on the site.

Architectural Drawings:

Provide elevations, sections, and renderings that illustrate the design intent.

Environmental Impact Statement:

Include an analysis demonstrating how the project minimizes its environmental impact.

Community Feedback:

Include documentation of any community outreach or engagement during the planning phase.

Landscape Plans:

Landscape plans may require a site-specific survey to define existing infrastructure, drainage, and property boundaries while minimizing impacts to neighboring properties.

Section 7: Review and Approval Process**Preliminary Review:**

Applicants should submit preliminary concepts for initial feedback from the DRB.

Formal Submission:

Complete proposals must be formally submitted to the DRB for detailed evaluation. The DRB encourages applicants to communicate regularly with the DRB if questions arise and intermediate reviews are required. The purpose of this is to ensure compliance with the Guidelines and to avoid the potential for submissions to be denied.

Public Comment Period:

A public comment period will be held, allowing residents to provide input on the proposal.

Final Decision:

The DRB will either approve, approve with conditions, or deny the proposal based on how well it aligns with these criteria.

Conclusion

The **Bow Mar Design Review Criteria for the Recreational Zone District** establish a framework for maintaining the community's unique character and environmental integrity while facilitating thoughtful recreational development. By following these guidelines, the DRB can help ensure that new projects benefit both the environment and the community, preserving the distinctive qualities of Bow Mar.

Home Rule: “The ultimate in local control”

- The fundamental objective of “home rule” is to assure that a municipality’s decisions concerning local matters will be protected from meddling by the General Assembly.
- Home rule is an option reserved to the citizens of any Colorado municipality by the “Home Rule Amendment,” codified within Article XX of the Colorado Constitution.
 - First adopted by voters in 1902 and substantially amended in 1912.

Colo. Const. Art. XX, Sec. 6: The principal source of home rule authority

- Provides that municipal voters may adopt a home rule charter, which shall be the city's "organic law" extending to "all local and municipal matters," and that this local law shall "supersede... any law of the State in conflict therewith."
- "It is the intention of this article to grant and confirm to the people of all municipalities coming within its provisions the **full right of self-government in both local and municipal matters** and the enumeration herein of certain powers shall not be construed to deny such cities and towns, and to the people thereof, **any right or power essential or proper to the full exercise of such right.**"

Colo. Const. Art. XX, Sec. 6: The principal source of home rule authority (cont.)

- This grant of broad, “plenary” legislative authority is what principally distinguishes Colorado’s statutory municipalities, such as Bow Mar, from those with home rule charters.
- Statutory municipalities possess only those powers given to them by the General Assembly and may only exercise those powers as prescribed by state lawmakers.
- In contrast, home rule municipalities don’t depend on the General Assembly for their authority and the General Assembly can’t limit or control home rule municipal authority, except to the extent permitted by the courts.
- The limits of home rule authority are the subject of regular adjustment by Colorado courts.

Advantages of Home Rule

- **WHAT to do to address a local problem?**

- The choices available to a home rule town are virtually unlimited; a statutory municipality has only those solutions expressly authorized by the General Assembly.

- **HOW to implement the solution to the local problem?**

- Again, a home rule town has virtually unlimited latitude as to how to exercise its authority, whereas a statutory city is subject to state micromanagement of the details regarding “how” it tries to solve local problems.

- **What about STAFFING the solution?**

- Home rule towns have far broader authority not just to design the local response to a problem, but also to decide the qualifications of those hired, than do statutory towns.

- **How to PAY for the solution?**

- The voters in home towns possess far broader authority to impose a variety of taxes to fit local needs than do statutory municipalities. Significantly, this includes the authority to “locally collect” the sales tax, thus avoiding provision of this critical function by the state.

Advantages of Home Rule (cont.)

- Far broader and more flexible power with respect to the sales tax, including the power to define the tax base and exemptions, as well as the power to collect the tax locally and locally audit such collections.
- The authority of voters to levy a variety of taxes not permitted to statutory cities, such as lodgers' taxes, admissions taxes, and other excise taxes.
- Virtually unlimited authority to develop local election procedures that fit local conditions.
- Broad authority to prescribe the qualifications of municipal employment, free of General Assembly meddling.
- Broader and more flexible land use, zoning, and planning powers.
- May establish its own procedures for providing street, sidewalk, and other public improvements.

The Elephant that Really Isn't in the Room at All...

- A common criticism of home rule is: “adoption of home rule will raise taxes!”
 - No, it won't. In Colorado, pursuant to TABOR, only the voters can raise taxes. Adopting home rule will not change this.
- Another claim is “with this new authority, local officials will run amok!”
 - There is no reason to believe that the day after the Charter is approved Councilmembers will lose their minds and depart from their responsible oversight of the Town. They will just provide this oversight without the General Assembly acting as a limit on either their obligations or their responsibilities.



The Home Rule Charter: A document of limitation

- Central to becoming a home rule municipality is adoption by voters of a Charter.
- The Charter describes the structure of the municipal government and various municipal duties and authorities.
- While powers are often described and assigned in charters, the powers of home rule municipalities are plenary; thus, charters serve to limit municipal authority, rather than as the source of such power.
- Local control means voters can insert their own ideas to limit the government directly into the Charter, via petition. These limits can have major fiscal or operational consequences. A potent tool in local controversies, and a potential down-side of home rule.

Adoption of Home Rule: An overview of the process

- Home rule may be initiated by either:
 - (a) adoption of an ordinance by the Town Council; or
 - (b) submission of a petition signed by at least 5% of the registered electors of Town.
- The ordinance or petition will provide for between 9 and 21 Commissioners, and for election of Commissioners by district, at large, or by a combination.
- Within 30 days, the Council will call an election for election of Charter Commission members, which will occur by 120 days after the election is called.
- A nominating petition process follow; similar qualifications and process to Councilmember nominations.
- An election will be held, during which a Charter Commission will be elected.

Adoption of Home Rule: An overview of the process (cont.)

- At its first meeting, the Commission elects a chairperson and a secretary. Rules of procedure may be adopted.
- Within 180 days after the election, the Commission shall present a proposed home rule Charter to the Council.
- Within 30 days of the Commission's submission of the proposed charter, the Council shall call an election on adoption of the Charter.
- The Charter election will be held between 60 and 185 days after Council calls the election.
- If approved by voters, the Charter will take effect on the date provided therein.

EXTERIOR LIGHTING DESIGN GUIDELINES

OUTDOOR LIGHTING IN BOW MAR COLORADO

The Town of Bow Mar is unique compared to other neighboring communities in the quality of the outdoor space established throughout the Town. The scale of each home is low slung, with substantial setbacks between each residence, creating a very park-like ambiance that ensures a cohesive experience throughout. Since its inception, Bow Mar has been sensitive to the environment that it sits within. From Bow Mar Lake to Mary's Meadow and Marston, the variety of outdoor spaces provides our families and neighbors plenty of opportunities to enjoy what Colorado has to offer. Within this philosophy, Bow Mar has always embraced the philosophy of Dark Skies as it relates to ambient or environmental lighting.

Over the years, exterior landscape lighting and lighting attached to each home has always been understated. Technological advances in recent years have brought new challenges to the way in which residents can incorporate lighting into their homes and property, requiring changes to the original lighting standards and guidelines. To advance our standards and keep pace with these changes, the following Lighting Design Guidelines are being revised to ensure a balance between the history of Bow Mar and the strong belief we have in Dark Sky philosophy with appropriate and well designed accent lighting for our residences.

The goals of these new Standards and Guidelines are simple and further explained below to minimize the effects of light pollution, lighting should:

- Only be on when needed
- Only light the area that needs it
- Be no brighter than necessary
- Minimize blue light emissions
- Be fully shielded (pointing downward)

EXTERIOR LIGHTING ATTACHED TO THE HOUSE

Exterior light fixtures attached to the house adjacent to doorways for the purpose of illuminating such entry ways and exterior lighting to illuminate outside living areas (patios, decks) are permitted under the following conditions:

The number of fixtures is to be held to a minimum.

1. Entry lights (2 maximum)
 2. Ambient soffit lights (minimized)
 3. Garage lighting (to be avoided or utilize motion detection)
 - 4.
2. Soffit lights, (where the fixture is not visible), are in general preferred over Coach Lights. Coach lights are those fixtures which emit or radiate light from a visible source within the fixture.

3. Where Coach Lights and similar fixtures are proposed, and such fixtures are visible or potentially visible from the street or from other properties, the actual lamp of the fixture shall be screened so the source is not visible.

1. Two fixtures at main entry may be allowed with translucent glass.
2. Additional light fixtures may be allowed but should be down lights only (i.e. cylindrical cans, or opaque glass that allows no light to illuminate except down.
3. Canister-type fixtures, with lighting directed downward, are permitted.
4. Upward illumination or up-and-down fixtures are not permitted.[\[JA1\]](#)

4. Lighting of garage doors is discouraged. Upon arrival during the night hours, the headlights of the vehicle provide sufficient illumination for the identification of the garage, and lighting is superfluous. The practical need for such illumination involves the ability of a guest parking in the driveway, to safely find their way to the front door. This may be more appropriately addressed through landscape lighting.

5. Deck lighting and patio lighting should be held only to the number of lights required to illuminate the area for safe enjoyment. Canister type lights in soffits or wall mounted downlights are the preferred method for the illumination. In some applications step type lights are appropriate.

6. Floodlighting of a residential structure, either temporary or permanent, is not permitted.

7. Cut Sheets (product description, specifications and illustration) must be submitted to the Design Review Committee for each type of fixture proposed, including locations and number of fixtures.

8. Lights mounted in eaves for the purpose of washing the side of the house with light are not allowed. If lights are mounted in eaves over decks or patios for their illumination, care should be taken so the light source is not visible to neighboring properties or visible from the street and the number of lights should be kept to a minimum.

LANDSCAPE LIGHTING

In general, landscape lighting shall not intrude upon the visual privacy of adjacent properties, including neighbor's decks, patios and windows. Adjacent properties include properties across streets as well as immediate neighbors. It is therefore critical to consider the scope and scale of proposed lighting in relation to its visibility from outside the property.

Landscape lighting in the vicinity of the street is discouraged, and if proposed, should be designed most judiciously, serving only the purpose of safe ingress and egress for the property. Use of visible fixtures, such as path lights, with their potential runway effect, is highly discouraged at these locations. Lighting should not be installed on the street right of way, which is approximately 10 feet from the street in most cases.

Landscape lighting in general shall be subtle in nature, providing only such level of illumination as necessary to provide for safe enjoyment of and movement through the outdoor use areas of the

property, and as may be required for the safe negotiation of driveways and illumination of potential hazards.

Landscape lighting shall follow the design principle that one should see the object being illuminated, but not see the source of that illumination. As a rule, low voltage lighting systems are preferred over 120 volt systems.

- Up lighting, or any other form of lighting, of trees is not permitted.
- The use of freestanding path lighting, while permitted, should be held to a minimum and used sparingly.
- Lining a drive or walkway with such fixtures can create a runway effect, which is both unnatural and undesirable, is not allowed. Alternatively, homeowners can use indirect illumination of landscape features such as rocks or shrubs to create a similar effect. Subtle, indirect illumination requires down lighting in which the bulb is hidden within the fixture.

EXTERIOR & LANDSCAPE LIGHTING APPROVAL PROCEDURES

1. Submit to the DRB a site plan showing the types of proposed fixtures and their location. Also submit cut sheets, (product description, specifications and illustrations), for each fixture. The lighting plan may be submitted separately or as a part of the landscape plan.
2. Upon approval by the DRB with regard to the plan concept, the homeowner or DRB may request a review of a temporary or “mock up” installation of the proposed lighting in order to assure that all guidelines are met. If the guidelines are not met, the homeowner shall make the appropriate modifications.
3. The DRB shall review the installation with regard to its consistency with the intent of these guidelines and its impact or potential impact to other properties and to the adjacent street(s). If any of the guidelines are not met, the homeowner shall make the required modifications.

The Bow Mar Design Review Board (“DRB”) reserves the right to control the wattage of all approved exterior fixtures; the DRB may, at any time in the future and at its sole discretion, require the use of lower wattage lamps or a reduction in fixture location to better comply with these guidelines.

What are the core principles of the Dark Skies Policy?

- **Preserving nocturnal environments:** At its core, the Dark Skies Policy aims to protect the sanctity of the night environment. It advocates for reducing artificial light to levels that allow the night sky to be visible in its natural state.
- **Mitigating light pollution:** The policy encourages responsible lighting practices that minimize light pollution. Shielding light fixtures and directing light downwards prevent unnecessary illumination of the sky and surrounding areas.

- **Appropriate lighting levels:** The Dark Skies movement emphasizes using only the amount of light required for a task, avoiding over-illumination that contributes to light wastage and pollution.
- **Selective illumination:** By carefully selecting the direction and intensity of outdoor lighting, the policy seeks to highlight specific areas without sacrificing the overall quality of darkness.