



# The Town of Eagle

Box 609 • Eagle, Colorado 81631  
(970) 328-6354 • Fax 328-5203

Meetings:  
2nd and 4th Tuesdays

**AGENDA**  
**Planning & Zoning Commission**  
**Tuesday, January 19, 2016**  
**6:00 P.M.**

**Public Meeting Room / Eagle Town Hall**  
**200 Broadway**  
**Eagle, CO**

*This agenda and the meetings can be viewed at [www.townofeagle.org](http://www.townofeagle.org).*

## **ITEM**

**6:00pm – CALL TO ORDER**

**APPROVAL OF MINUTES –January 5, 2015**

### **PUBLIC COMMENT**

*Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person.*

### **LAND USE FILES**

#### **CONTINUED PUBLIC HEARINGS**

1.	Project:	Second Street Suites Hotel
	File #:	DR15-05
	Applicant:	Daniel Ritsch
	Location:	120 2 <sup>nd</sup> Street & 214 Wall Street
	Staff Contact:	Tom Boni (Town Planner)
	Request:	Applicant is requesting a Major Development Permit to construct a boutique hotel in the Central Business District (CBD).

### **TOWN BOARD OF TRUSTEES MEETING REVIEW**

*Staff update to the Planning & Zoning Commission on recent decisions made by the Board of Trustees on various Land Use files.*

1. January 12, 2016.

### **OPEN DISCUSSION**

### **ADJOURN**



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Meetings:  
2nd and 4th Tuesdays

## Planning and Zoning Commission Meeting Minutes January 5, 2016

### PRESENT

Stephen Richards  
Jesse Gregg  
Charlie Perkins  
Max Schmidt  
Cindy Callicrate  
Donna Spinelli  
Jason Cowles

### STAFF

Tom Boni – Town Planner  
Matt Farrar-Assistant Town Planner  
Carla Nelson– Administrative Assistant

### ABSENT

Jamie Harrison

This meeting was recorded and the CD will become part of the permanent record of the minutes. The following is a condensed version of the proceedings written by Carla Nelson.

### **CALL TO ORDER**

The regular meeting of the Planning and Zoning Commission held in the Eagle Town Hall on January 5, 2016 was called to order by Jason Cowles at 6:06 p.m.

### **APPROVAL OF MINUTES**

*December 15, 2015*

Callicrate noted that Spinelli was absent and should be removed from abstaining from the approval of minutes. Richards made a motion to approve the December 15, 2015 meeting minutes as amended. Gregg seconded. Cowles, Schmidt and Spinelli abstained.

### **PUBLIC COMMENT**

None

### **SWEARING IN OF NEW COMMISSIONER**

Max Schmidt was sworn in as a Planning Commissioner.

### **LAND USE PUBLIC HEARINGS**

*DR15-05, Second St. Suites Hotel*

Cowles opened File No. DR 15-05, Second St. Suites Hotel, request for a Major Development Permit to construct a boutique

hotel in the Central Business District located at 120 Second Street and 214 Wall Street. This meeting was used as a work session between the applicant and the Planning Commission. The applicant, Daniel Ritsch presented minor changes to the parking and removal of six units. Ritsch asked the Commission for their input. The Commission gave direction for the building elevations, including suggestions on exterior trim, window placement and building materials, suggested outdoor dining in the courtyard, and discussed the snow removal methods in a confined area. The Commission also inquired where employees and delivery vehicles would park.

Cowles made a motion to continue File No. DR 15-05, Second Street Suites Hotel to the next scheduled Planning and Zoning Commission meeting on January 19, 2016. Richards seconded. The motion passed unanimously.

**OPEN DISCUSSION**

Farrar stated that Staff anticipated having the final version of the Eagle River Corridor Plan ready for the January 19, 2016 meeting. Staff is still working on the ballot initiative. There will be a panel discussion at the Pavilion on January 27, 2016, to discuss how improving connections to rivers can transform towns. Staff has invited people from Salida, Buena Vista, and Golden to participate in the panel discussion. Construction of the Eagle River Park is tentatively scheduled to being in the fall or winter of this year.

**ADJOURN**

Cowles made a motion to adjourn the meeting. Gregg seconded. The motion passed unanimously. The meeting was adjourned at 7:24 p.m.

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Date

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Jason Cowles – Planning and Zoning Commission

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Date

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Carla Nelson—Administrative Assistant



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## CERTIFICATE OF RECOMMENDATION

**TO:** Planning and Zoning Commission

**FROM:** Department of Community Development

**DATE:** Tuesday, January 5, 2016

**PROJECT NAME:** Second Street Suites Hotel

**FILE NUMBER:** DR15-05

**APPLICANT:** Daniel Ritsch

**LOCATION:** 120 2<sup>nd</sup> Street & 214 Wall Street

**APPLICABLE SECTION(S) OF MUNICIPAL CODE:**

Section 4.06 (Development Review)

Section 4.07 (Development Standards)

**EXHIBIT(S):**

- A. Site Plan
- B. Elevations
- C. Floor Plans
- D. Site Grading and Drainage Plan
- E. Streetscape Design
- F. Downtown Parking Potential

**PUBLIC COMMENT:** See earlier comment by Fred Butler

**STAFF CONTACT:** Tom Boni - Town Planner

**REQUEST:** Development Permit review of 20 unit boutique hotel and ground floor commercial space consisting of approximately 2,000 square feet.

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**DISCUSSION:**

The proposed Second Street Suites Hotel is to be located at the corner of Wall Street and 2<sup>nd</sup> Street. The hotel will be located on two existing lots located at 120 2<sup>nd</sup> Street and 214 Wall Street. These properties are both zoned Central Business District (CBD). There are currently residential units on both properties which will be removed in order to allow for the construction of the hotel.

Since the Planning and Zoning Commission Hearing on January 5 the applicant has further revised his application by adjusting the site plan slightly. The fundamental layout of the buildings and the 20 hotel suite and 20,000 square feet of commercial space remains the same.

Significant revisions have been made to the all elevations of the four buildings in response to comments from the staff and Commission. These revisions have addressed our concerns. At this point we have a few minor suggestions that we believe will further improve this development:

1. Add flat metal awning over third story walkways adjacent to the buildings or at a minimum add these flat metal awnings over doorway to units and entrance to elevator. Cable support from building might be attractive support system to consider.
2. Construct a masonry wall creating a private courtyard between the two southern buildings. This will also add a sense of closure to the semi- public space for the remainder of the courtyard to the north.
3. Remove the northernmost tree to open up the view corridor into the courtyard

In regard to the public realm of the sidewalk and streetscape shown on Site Grading and Drainage Plan prepared by Kerrigan Engineering, these improvements have been revised to accommodate additional parking. We will work with the applicant to adjust the curbs to the maximum extent practical in order to achieve the additional parking space shown prior to the Board of Trustees hearing on this application. It appears that the width of the sidewalks, lighting and street trees are designed to conform to the template provided by the Town.

As a component of the Major Development Permit, the applicant is requesting a Design Variance (please refer to Section 4.07.060) from the Town's Development Standards). The applicant is requesting that the on-street parking they are proposing to construct be credited as part of their off-street parking requirement. Please see further discussion on these Design Variances below.

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**DEVELOPMENT PLAN STANDARDS (SECTION 4.06)**

The standards for the review of a Development Plan, per Section 4.06 of the Land Use & Development Code, are:

1. Compliance with the Town's regulations, goals, policies and plans.
2. Any adverse impacts resulting from the proposed development are reasonably and adequately mitigated to minimize such impact.

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## **FINDINGS FOR DEVELOPMENT PLAN**

### **Land Use & Development Code:**

Per the Town's Land Use & Development Code, "Lodging, Temporary" and Commercial Uses are permitted within the Central Business District (CBD). The applicant has explained to Staff that they will be encouraging longer stays than are typical at a hotel catering to Interstate customers but will not be permitting guests to stay for periods greater than three (3) weeks. This is length of stay permitted by this designation in the code for a conventional hotel.

Parking Standards require 1 space per hotel suite, 1 space per 300 square feet of office, and 1.5 space per 100 square feet of dining restaurant area and 1.5 spaces per 200 square feet of kitchen space. The hotel generates 20 spaces and the commercial space generates a minimum of 7 spaces if used entirely for offices and a maximum of 25 spaces if used entirely for restaurants.

Total parking demand of the proposal ranges from 27 to 45 spaces.

The applicant is proposing eleven on-site parking spaces with access from the alley. There are four spaces to be constructed along the south side Second Street and eleven spaces on the east side of Wall Street adjacent to this property for a total of 20 spaces. This brings the parking count to 26 spaces in areas traditionally allowed to accommodate parking using the variance procedure.

There are an additional 12 spaces on the east side of Wall Street in front of the single family home and Century Link Building to the south of the hotel. This parking was constructed by the Town last year in association with the upgrading of the water line. There are also four existing spaces on the south side of Second Street. This category of on street parking totals 16 spaces.

This on-site parking and on street parking referenced above total 42 spaces. In considering the parking requirement, particularly for the potential restaurant space, there is a significant amount of shared parking that should be considered. For breakfast and lunch many patrons work in the vicinity and have parking at the worksite. For supper, the office uses in downtown are closed freeing up additional on street parking. There also would be hotel guests that arrive in the evening and leave in the morning.

Based on this analysis staff believes a variance could be granted that would meet the variance standards.

**2010 Eagle Area Community Plan:**

The proposed Second Street Suites Hotel is located within an area designated as “Historic Town” on the Future Land Use Map of the 2010 Eagle Area Community Plan (2010 EACP). Intent “A” of the “Historic Town” Land Use Designation is to “preserve Eagle’s commercial and old town residential neighborhood character. New structures should be of appropriate scale, design and architecture to “blend in” with existing character.” In addition, Intent “H” of the “Historic Town” Land Use Designation reads “Encourage infill and redevelopment of underutilized lots. As the need for additional commercial space arises, retail and commercial uses should expand incrementally out from the Broadway Central Business District.”

In addition to being within the area designated as “Historic Town,” the site for the Second Street Suites Hotel is located within the “Town Center Character Area.” Planning Principle “B” of the Town Center Character Area states “Ensure that infill and redevelopment is compatible in design, context and scale with the existing development in the Town Center Character Area.” Furthermore, Planning Principle “J” states “Encourage infill and the redevelopment of rundown, outdated or underutilized parcels on U.S. Highway 6 and Broadway Street.” The Second Street Suites Hotel is an infill project that will redevelop an important and highly visible properties in the Town’s Central Business District.

Chapter 11 of the 2010 EACP discusses a variety of Goals, Policies and Strategies for encouraging Economic Development in Eagle. Recommended Strategy A, under Economic Development Policy 1.2, reads “Support opportunities to expand the number and diversity of businesses in Eagle.”

Staff believes that redevelopment of these two properties will be a great improvement to an important and highly visible intersection of the Central Business District and Highway 6. Staff believes that the proposed building with some modifications is generally compatible with the historic character of buildings in downtown Eagle. Staff is hopeful that the transformation of this corner will attract from people travelling on Highway 6 into downtown Eagle. Furthermore, the hotel will provide an opportunity for short-term lodging in the downtown area which does not currently exist. The proposed Second Street Suites Hotel works to achieve many of the Goals, Policies and Strategies defined in the 2010 EACP. It is Staff’s finding that the proposed Second Street Suites Hotel is in general compliance with the Town’s Land Use & Development Code, as well as in general compliance with the 2010 EACP.

**Adverse Impacts:**

The traffic impact analysis submitted by the applicant indicates that the change of use on the properties from residential uses to a hotel will generate 60 trips per day.” The addition of 2,000 square feet of commercial would generate between 60 to 212 trips per day depending on the particular use.

The site for the proposed hotel is located on the downtown street grid and therefore there are multiple routes to and from the site. The site is also easily accessible from Highway 6. It is Staff’s judgement that the increase in vehicle trips will not result in a significant adverse traffic

impact on the local street system. Please also note that there are Street Impact fees that are assessed for all development within Eagle to be used on our street system.

The applicant is requesting that the on-street parking they are proposing to construct be credited towards a portion of their required off-street parking. While any on-street parking constructed by the applicant will be available to the general public and will not be reserved specifically for hotel users, Staff believes that there is adequate parking within a comfortable walking distance of the hotel in the event that on-street parking is not available directly adjacent to the hotel. Therefore, it is Staff's judgement that the proposed on-street parking may be credited towards the off-street parking requirement and would not result in a significant, adverse impact. See Exhibit C, Downtown Parking Analysis.

It is Staff's finding that any adverse impacts resulting from the proposed development have been reasonably and adequately mitigated by the applicant.

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#### **DESIGN VARIANCE STANDARDS (SECTION 4.07.060)**

Per Section 4.070.060 of the Land Use & Development the body authorizing a development permit may grant a variance from the strict application of the requirements of Chapter 4.06 based on the following findings:

1. There exists on the property in question exceptional topographical, soil, or other sub-surface condition, or other extraordinary conditions peculiar to the site, existing buildings, or lot configuration, such that strict application of the regulation from which the variance is requested would result in peculiar and exceptional practical difficulties to or exceptional and undue hardship upon the applicant; OR
2. That the public good would be better served by granting the variance.

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#### **FINDINGS FOR DESIGN VARIANCE**

##### **Off-Street Parking Variance:**

Per Section 4.07.022.C.1.c of the Land Use & Development Code, "Temporary Lodging" is required to provide 1 parking space per separate unit. The proposed hotel will have 20-units and therefore is required to provide 20 off-street parking spaces. The applicant has shown that they will be able to provide 11 off-street parking spaces along the alleyway. However, the remainder of the parking for the hotel and the parking for the commercial can be provided in the right of way on the south side of Second Street and on the east side of Wall Street.

It is Staff's opinion that the public good is better served by allowing for the on-street parking to be counted towards the off-street requirement because the proposed streetscape improvements may not be feasible for the applicant if they are required to construct the required off-street parking on site.

The full utilization of properties in the Town's Central Business District will not occur if all parking for the proposed hotel is required to occur on-site. This would conflict with the Town's goal to create a vital downtown neighborhood.

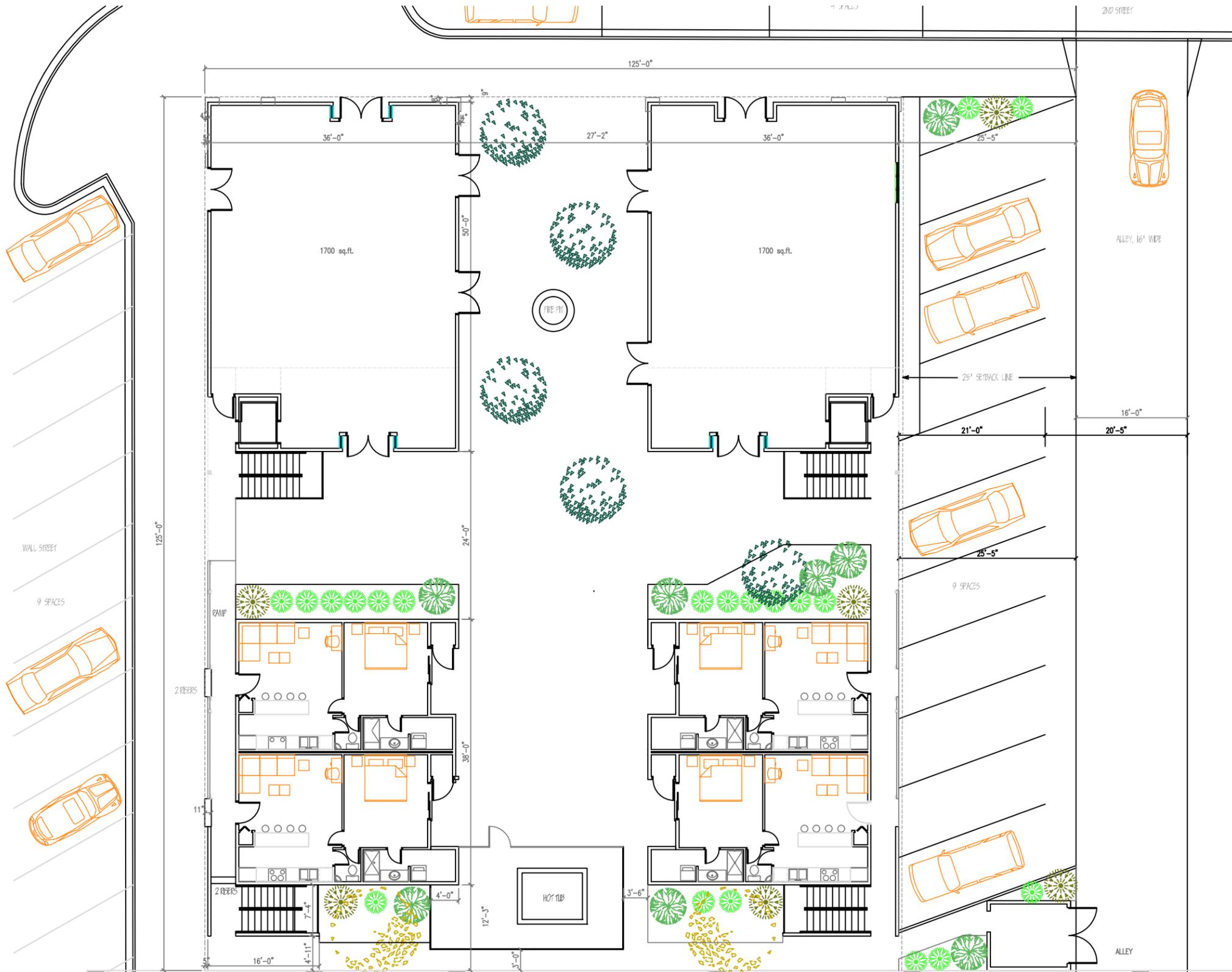
It is Staff's finding that the public good is better served by granting the requested design variances.

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**STAFF RECOMMENDATION**

Recommend approval with the following conditions:

1. Lighting Plan be submitted and approved by the Town
2. Design improvements for the Town Right of Way be approved by the Town
3. Applicant be required to construct improvements to the streetscape and parking immediately adjacent to the subject property.



PLANT LEGEND				
GRAPHIC	NAMES	PLANT SIZE	MATURE SIZE	QUANTITY
	Spring Snow Crabapple Malus "Spring Snow"	1 1/2" Cal.	20' H x 20' W	5
	Quaking Aspen Populus Tremuloides	2" Cal.	20'-50' H x 20'-30' H W	2
	Poplar, Tower Populus Canescens "Tower"	1 1/2" Cal.	30'-40' H x 8' W	8
	Current, Squaw Ribes Cereum	5 Gal.	2'-4' H x 2'-4' W	6
	Dwarfwood, Kelsey Dwarf Cornus Stolonifera "Kelsey"	5 Gal.	2'-3' H x 2'-3' W	20

SITE / LANDSCAPE PLAN  
NORTH

1/16" = 1'-0"



652 Wall Street  
P. O. Box 7  
Eagle Colorado 81631  
Phone: 970-306-1407  
mckinzie@mcg.com

SECOND STREET SUITES  
2ND AND WALL STREETS  
EAGLE COLORADO

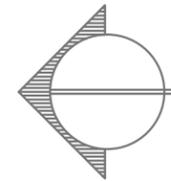
LANDSCAPE PLAN

Date: 12-14-2014 REVIEW DEVELOPMENT PERMIT  
CHKD: 2-16-15 PIZ, WINTERSON  
CHKD: 2-16-15 PIZ, DEVELOPMENT PERMIT REVIEW

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WALL STREET



WEST BUILDING MAIN LEVEL PLAN

NORTH

1/8" = 1'-0"  
WALL STREET



The McKinzie Group

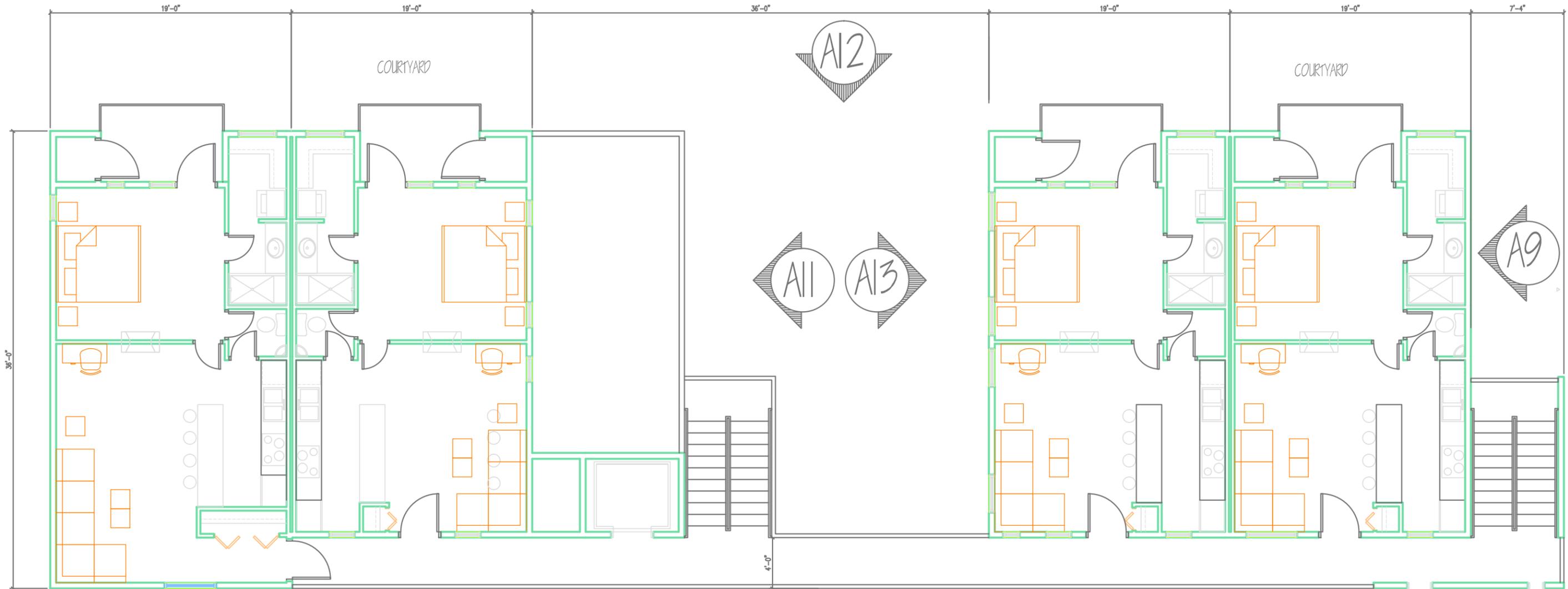
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SECOND STREET SUITES  
2nd and Wall Streets  
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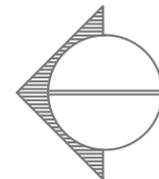
WEST BUILDING MAIN  
LEVEL PLAN

Date  
12-08-2015  
1-19-2016  
REVISED DEVELOPMENT PERMIT  
P&Z DEVELOPMENT PERMIT REVIEW

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WALL STREET



WEST BUILDING UPPER LEVELS PLAN

NORTH

1/8" = 1'-0"

WALL STREET



The McKinzie Group

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mckinzieagle@gmail.com

SECOND STREET SUITES  
2nd and Wall Streets  
EAGLE COLORADO

WEST BUILDING 2ND  
AND 3RD FLOOR PLANS

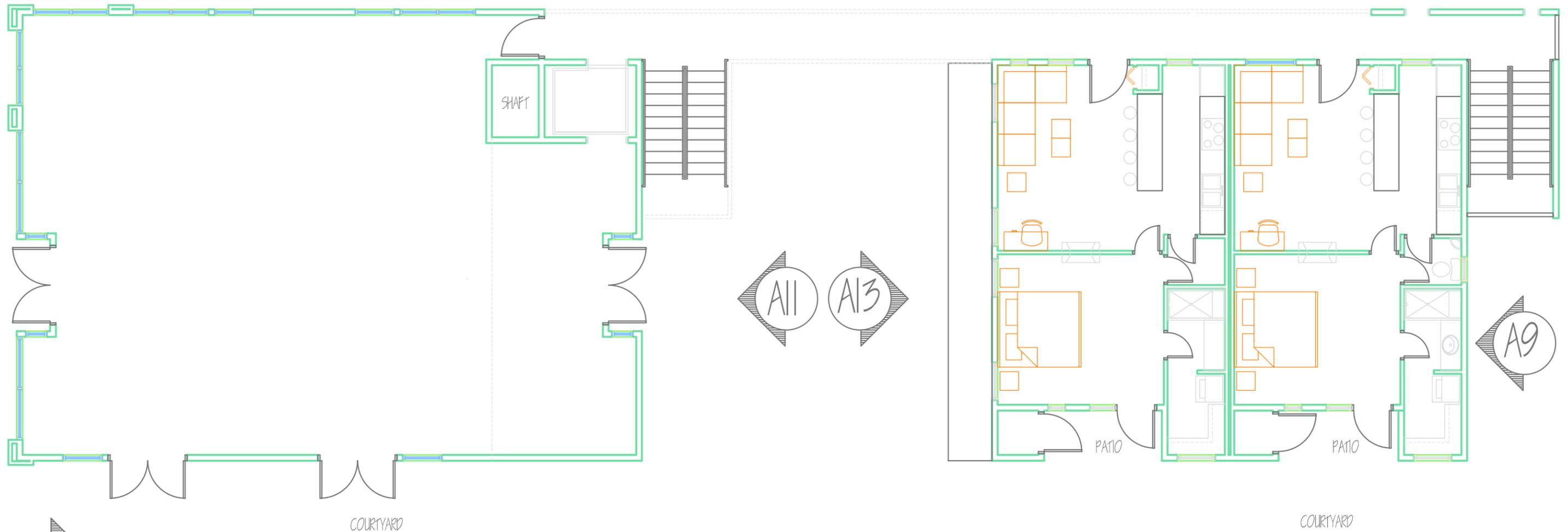
Date  
12-08-2016  
1-19-2016  
REVERED DEVELOPMENT PERMIT  
PR2 DEVELOPMENT PERMIT REVIEW

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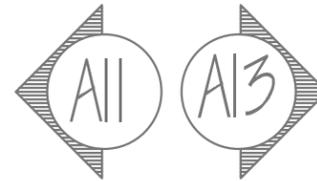
ALLEY



ALLEY



COURTYARD



COURTYARD



EAST BUILDING MAIN LEVEL PLAN

NORTH

1/8" = 1'-0"



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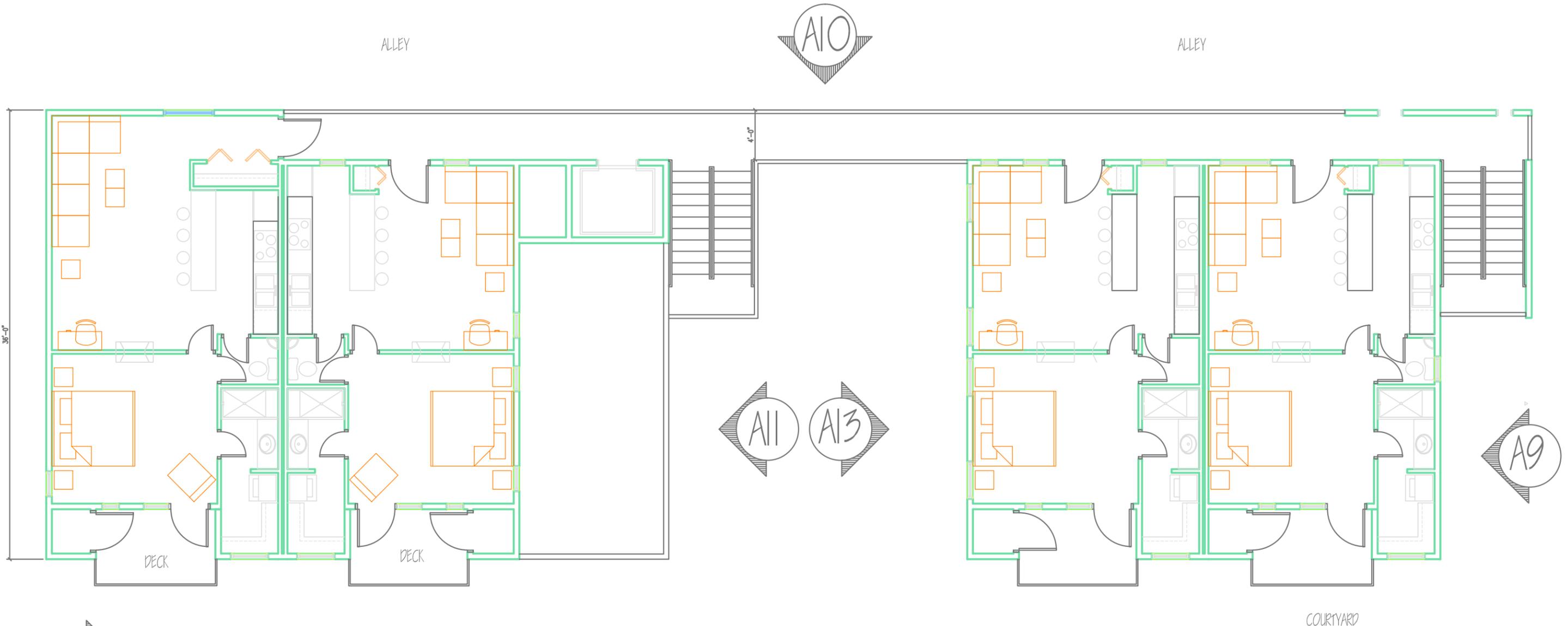
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SECOND STREET SUITES  
2nd and Wall Streets  
EAGLE COLORADO

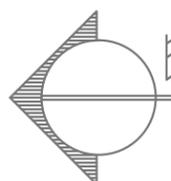
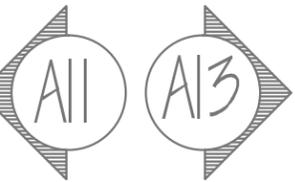
EAST BUILDING, MAIN  
LEVEL PLAN

Date:  
12-21-2016  
11-9-2016  
REVISED DEVELOPMENT PERMIT  
P&Z DEVELOPMENT PERMIT REVIEW

A5 of 14



COURTYARD



EAST BUILDING UPPER LEVELS PLAN

NORTH

COURTYARD

1/8" = 1'-0"



The McKinzie Group

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 mckinzieado@gmail.com

SECOND STREET SUITES  
 2nd and Wall Streets  
 EAGLE COLORADO

EAST BUILDING 2ND  
 AND 3RD FLOOR PLANS

Date  
 12-21-2015  
 1-19-2016  
 REVISED DEVELOPMENT PERMIT  
 P&Z DEVELOPMENT PERMIT REVIEW

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WEST BUILDING, NORTH ELEVATION

1/8" = 1'-0"

EAST BUILDING, NORTH ELEVATION

1/8" = 1'-0"



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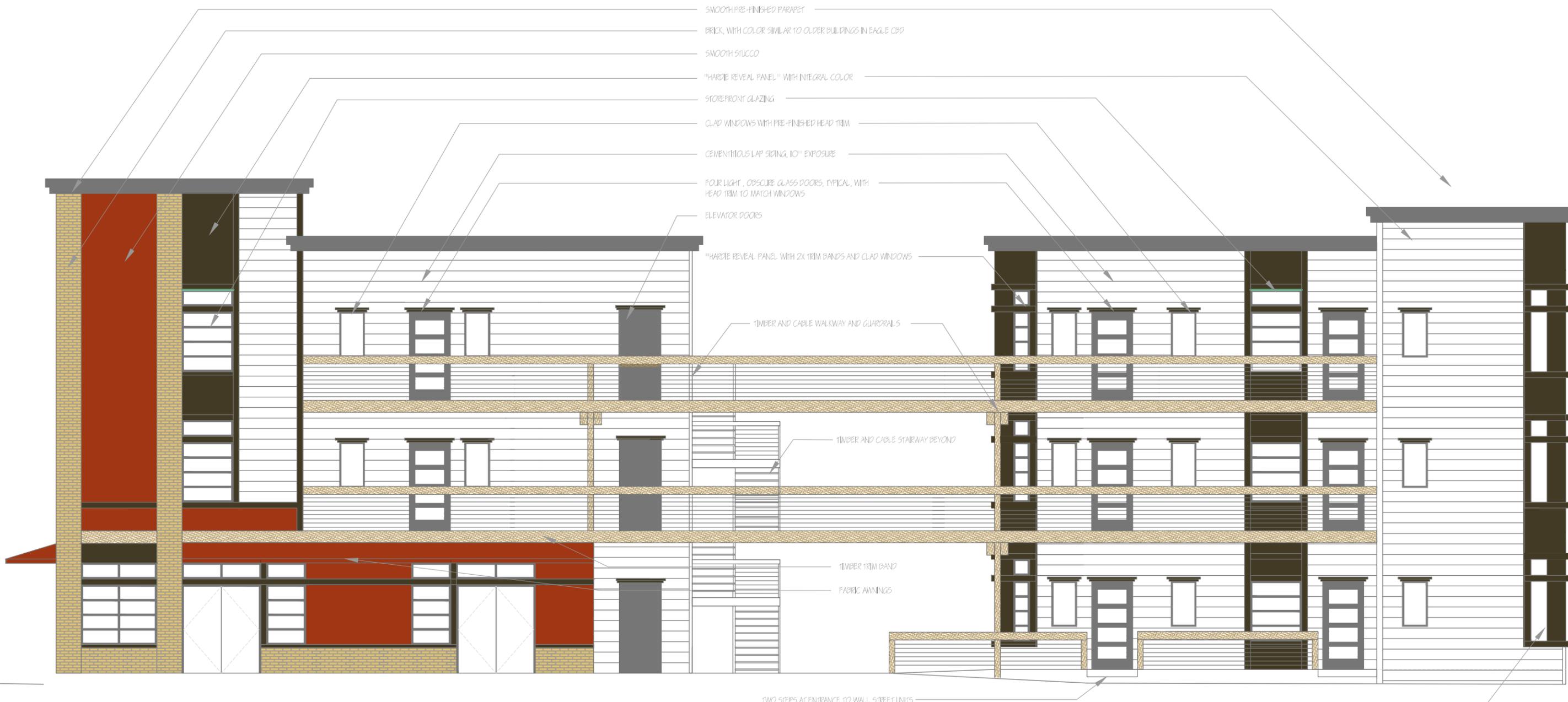
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SECOND STREET SUITES  
 2nd and Wall Streets  
 EAGLE COLORADO

2ND STREET ELEVATIONS

Date  
 12-24-15 REVISED DEVELOPMENT PERMIT  
 01-05-16 P&Z WORKSESSION  
 01-19-16 P&Z DEVELOPMENT PERMIT REVIEW

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WEST BUILDINGS, WEST ELEVATIONS

1/8" = 1'-0"

TWO STEPS AT ENTRANCE TO WALL STREET UNITS

"HARDIE REVEAL PANEL" WITH 2X TRIM BANDS AND OPENINGS INTO STAIRWELL TO MATCH WINDOWS



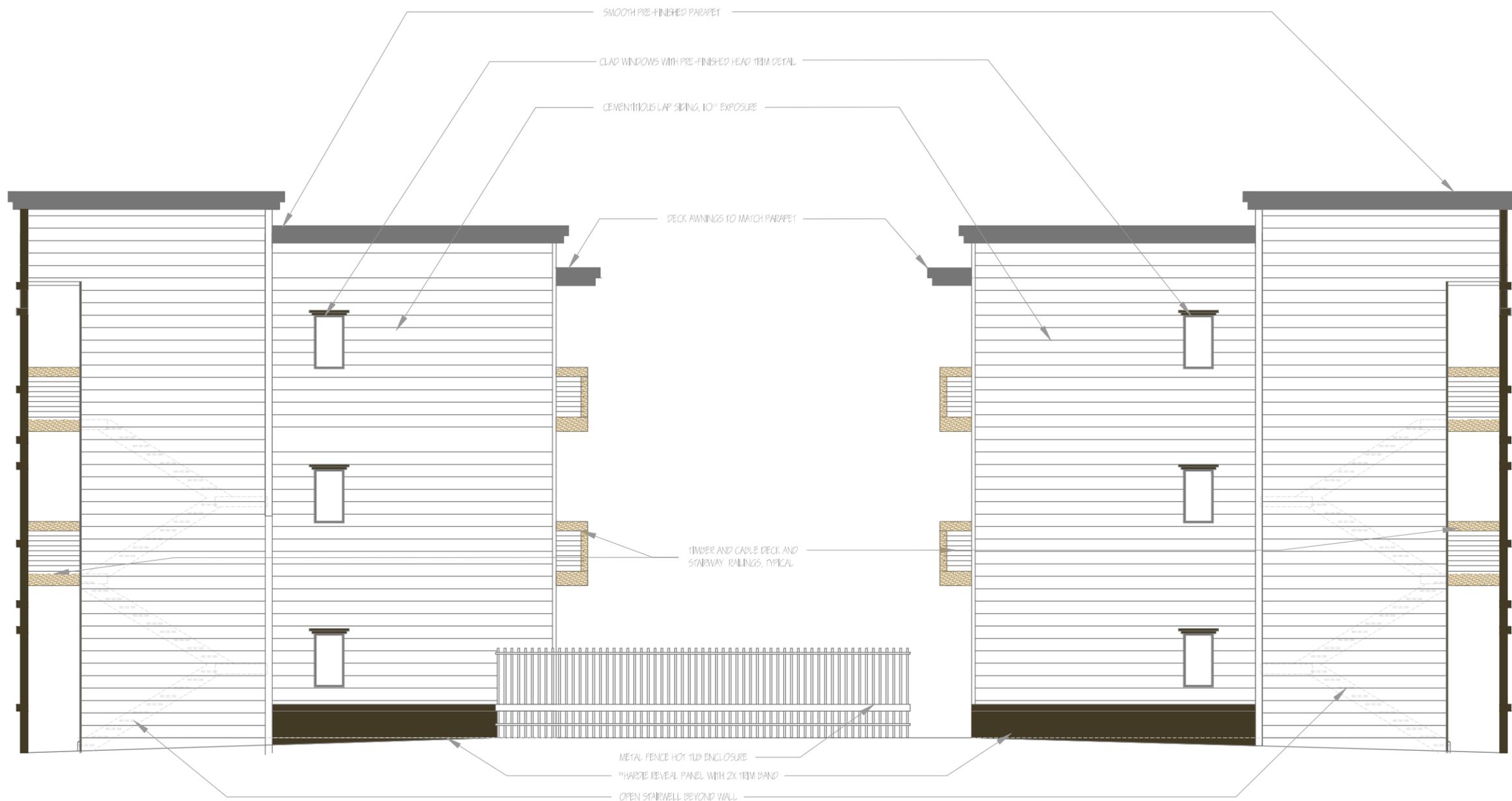
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SECOND STREET SUITES  
 2nd and Wall Streets  
 EAGLE COLORADO

WALL STREET ELEVATIONS

Date  
 12-24-15 REVISED DEVELOPMENT PERMIT  
 CH-05-16 P&Z WORKSESSION  
 CH-16 P&Z DEVELOPMENT PERMIT REVIEW

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SOUTH ELEVATIONS, SOUTH BUILDINGS

1/8" = 1'-0"



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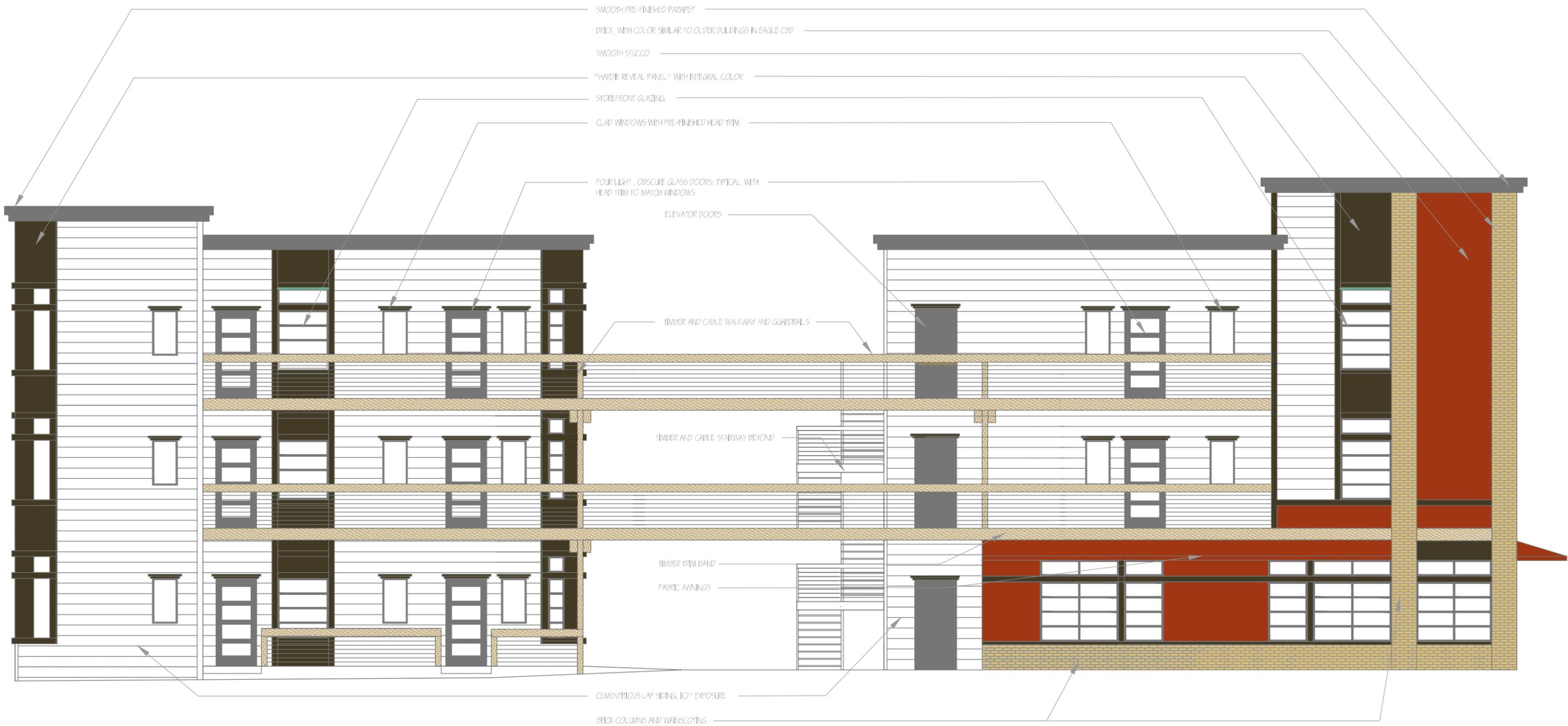
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SECOND STREET SUITES  
2nd and Wall Streets  
EAGLE COLORADO

SOUTH ELEVATIONS  
WEST AND EAST BUILDINGS

Date:  
12-24-15 REVISION DEVELOPMENT PERMIT  
01-05-16 P&Z WORKSESSION  
01-14-16 P&Z DEVELOPMENT PERMIT REVIEW

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EAST BUILDINGS, EAST ELEVATIONS

1/8" = 1'-0"



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SECOND STREET SUITES  
 2nd and Wall Streets  
 EAGLE COLORADO

ALLEY ELEVATIONS

Date  
 12-24-15 REVISED DEVELOPMENT PERMIT  
 CH-05-16 P&Z WORKSESSION  
 CH-16-16 P&Z DEVELOPMENT PERMIT REVIEW

AIO of 14



NORTH BUILDINGS, SOUTH ELEVATIONS

1/8" = 1'-0"



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SECOND STREET SUITES  
 2nd and Wall Streets  
 EAGLE COLORADO

SOUTH ELEVATIONS,  
 NORTH BUILDINGS

Date  
 12-21-15 REVISION DEVELOPMENT PERMIT  
 01-09-16 PRZ WORKSESSION  
 04-16-16 PRZ DEVELOPMENT PERMIT REVIEW

All of 14



WEST BUILDINGS, EAST ELEVATIONS

1/8" = 1'-0"



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SECOND STREET SUITES  
 2nd and Wall Streets  
 EAGLE COLORADO

WEST BUILDING,  
 COURTYARD ELEVATIONS

Date  
 12-24-15 REVISION DEVELOPMENT PERMIT  
 01-05-16 P&Z, VISION SESSION  
 01-19-16 P&Z, DEVELOPMENT PERMIT REVIEW

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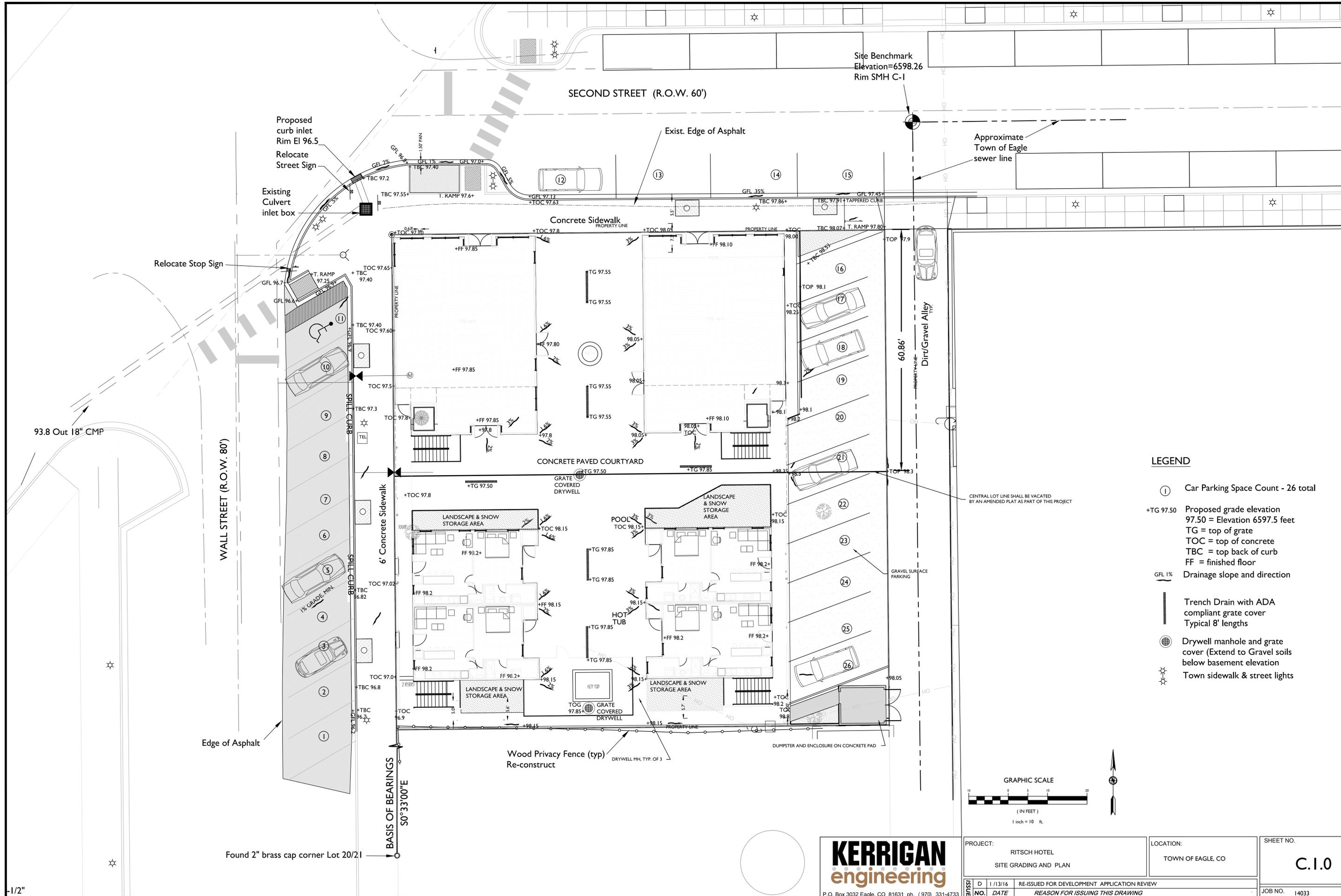
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SECOND STREET SUITES  
2nd and Wall Streets  
EAGLE COLORADO

NORTH ELEVATIONS,  
SOUTH BUILDINGS

Date:  
12-21-15 REVISION DEVELOPMENT PERMIT  
01-09-16 PRZ WORKSESSION  
04-19-16 PRZ DEVELOPMENT PERMIT REVIEW

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Site Benchmark  
Elevation=6598.26  
Rim SMH C-1

SECOND STREET (R.O.W. 60')

Approximate  
Town of Eagle  
sewer line

Exist. Edge of Asphalt

Proposed  
curb inlet  
Rim EI 96.5  
Relocate  
Street Sign

Existing  
Culvert  
inlet box

Relocate Stop Sign

93.8 Out 18" CMP

WALL STREET (R.O.W. 80')

Edge of Asphalt

Concrete Sidewalk

CONCRETE PAVED COURTYARD

LANDSCAPE & SNOW  
STORAGE AREA

Wood Privacy Fence (typ)  
Re-construct

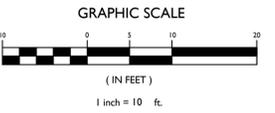
60.86'

Dirt/Gravel Alley

CENTRAL LOT LINE SHALL BE VACATED  
BY AN AMENDED PLAT AS PART OF THIS PROJECT

GRAVEL SURFACE  
PARKING

- LEGEND**
- ① Car Parking Space Count - 26 total
  - +TG 97.50 Proposed grade elevation  
97.50 = Elevation 6597.5 feet
  - TG = top of grate
  - TOC = top of concrete
  - TBC = top back of curb
  - FF = finished floor
  - GFL 1% Drainage slope and direction
  - Trench Drain with ADA  
compliant grate cover  
Typical 8' lengths
  - Drywell manhole and grate  
cover (Extend to Gravel soils  
below basement elevation
  - Town sidewalk & street lights



Found 2" brass cap corner Lot 20/21

BASIS OF BEARINGS  
S0°33'00"E

**KERRIGAN**  
engineering

PROJECT:  
RITSCH HOTEL  
SITE GRADING AND PLAN

LOCATION:  
TOWN OF EAGLE, CO

SHEET NO.  
C.1.0

ISSUED	D 1/13/16	RE-ISSUED FOR DEVELOPMENT APPLICATION REVIEW
NO.	DATE	REASON FOR ISSUING THIS DRAWING

JOB NO. 14033

1/2"