



CITIZEN ADVISORY BOARD / COMPREHENSIVE PLAN ADVISORY COMMITTEE MEETING
Zoom Webinar and/or Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

AGENDA

Wednesday, May 6, 2026, at 6:00 PM

**THE COMPREHENSIVE PLAN ADVISORY COMMITTEE STARTS FOLLOWING THE
ADJOURNMENT OF THE CITIZEN ADVISORY BOARD, WHICH IS CALLED TO ORDER AT 6:00 P.M.**

A. CITIZEN ADVISORY BOARD CALL TO ORDER

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Approval of Minutes 4.1.26**
- 5. Public Comment**

The purpose of the Public Comment is for members of the public to speak to the Citizen Advisory Board on any subject not scheduled on the agenda. To accomplish scheduled agenda items, comments should be limited to three minutes for those attending in person or an appropriate time as deemed by the Chair. The Citizen Advisory Board is not obligated to make decisions or take action on comments but may choose to schedule the matter for a later discussion. Those addressing the Citizen Advisory Board, please state your name and address and sign-in.

B. REGULAR MEETING

- 1. Council Petition: Adopt a Street/Trail**
 - Discussion, Legislative
 - Staff Presentation: David Bruen, Council Member
- 2. Council Petition: E-Bike, E-Scooter & E-Moto**
 - Discussion, Legislative
 - Staff Presentation: Karen Hessler

C. COMMUNICATIONS

1. Town Staff
2. Board Members

D. CITIZEN ADVISORY BOARD ADJOURN

E. COMPREHENSIVE PLAN ADVISORY COMMITTEE CALL TO ORDER

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**

The purpose of the Public Comment is for members of the public to speak to the Comprehensive Plan Advisory Committee on any subject not scheduled on the agenda. To accomplish scheduled agenda items, comments should be limited to three minutes for those attending in person or an appropriate time as deemed by the Chair. The Comprehensive Plan Advisory Committee is not obligated to make decisions or take action on comments but may choose to schedule the matter for a later discussion. Those addressing the Comprehensive Plan Advisory Committee, please state your name and address and sign-in.

F. REGULAR MEETING

1. **Chair and Vice-Chair Selection**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

2. **Comprehensive Plan Discussion**

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

G. COMMUNICATIONS

1. Town Staff
2. Board Members

H. COMPREHENSIVE PLAN ADVISORY COMMITTEE ADJOURN

Citizen Advisory Board / Comprehensive Plan Advisory Committee Meeting
Wednesday, May 6, 2026, 6:00 PM (MDT)

The Citizen Advisory Board / Comprehensive Plan Advisory Committee reserves the right to adjourn to a virtual-only meeting at its discretion should the need arise.

Registration URL

https://us02web.zoom.us/webinar/register/WN_J9wtQzhkS56xgjpTliAaYA

The Town of Severance does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. For disabled persons needing reasonable accommodation to attend or participate in a town service, program, public meeting, or activity, call 970-686-1218 at least 72 hours in advance. Disabled access is available from the front entrance of the Town Hall.



CITIZEN ADVISORY BOARD MEETING
Zoom Webinar and/or Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MEETING MINUTES
Wednesday, April 1, 2026, at 6:00 PM

Chair: Josh Green
Vice-Chair: Karen Hessler
Board Members: Dale Garland
Felicia Jarrett
Marissa Riopelle
Richard Vandenberg
Chase Zajc
Audience:
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk

A. CALL TO ORDER

1. Roll Call

PRESENT

Chair Josh Green, Member Felicia Jarrett, Member Stephen Olt, Member Dale Garland,
Member Richard Vandenberg

ABSENT

Vice-Chair Chase Zajc, Member Melissa Riopelle, Alternate Member SarahMae Williams

2. Pledge of Allegiance

3. Approval of Agenda

MOTION WAS MADE BY Member Garland, seconded by Member Jarrett to Approve the
Agenda. All Members present voting Yes.

MOTION PASSED

4. Approval of Meeting Minutes 2.4.26

MOTION WAS MADE BY Member Vandenberg, seconded by Member Olt to Approve
Approval of Meeting Minutes 2.4.26. All Members present voting Yes.

MOTION PASSED

5. Public Comment

The purpose of the Public Comment is for members of the public to speak to the Citizen Advisory Board on any subject not scheduled on the agenda. To accomplish scheduled agenda items, comments should be limited to three minutes for those attending in person or an appropriate time as deemed by the Chair. The Citizen Advisory Board is not obligated to make decisions or take action on comments but may choose to schedule the matter for a later discussion. Those addressing the Citizen Advisory Board, please state your name and address and sign-in.

No public comment.

B. REGULAR MEETING

1. Council Petitions & CAB Review Process

- Discussion
- Staff Presentation: Brittany Vandermark, Mayor Pro-tem

Mayor Pro-Tem Vandermark discussed Council Petitions that come to the board, asking what information CAB would like in their packet, to help them discuss the items.

2. Comprehensive Plan Advisory Committee

Town Manager Nicholas Wharton discussed the timeframe, and overview of the Comprehensive Plan Advisory Committee (CPAC). The CPAC will meet on Wednesday evenings.

C. COMMUNICATIONS

1. Town Staff
2. Board Members

D. ADJOURN

MOTION WAS MADE BY Member Garland, seconded by Member Vandenberg to ADJOURN. All Members present voting Yes, and the meeting adjourned at 6:37 p.m.

MOTION PASSED

TOWN OF SEVERANCE

Josh Green, Chair

ATTEST:

Sarah Jacobsen, Town Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Council Petition: Adopt a Street/Trail	David Bruen, Council Member	Council Member Dave Bruen
ACTION REQUESTED		
CAB's opinion and/or recommendations for the implementation of adopting a street and/or trail.	<u>Presentation Discussion</u>	
BRIEF SUMMARY		
<p>Adopt a Street program key benefits include: reduced litter, enhanced community appearance, and promotion of civic pride through volunteer litter removal. These programs can boost safety and environmental health while allowing cities to reallocate limited resources toward other maintenance needs and offer public recognition to participating businesses and community groups.</p> <p>Key benefits details:</p> <ul style="list-style-type: none"> • Cost Savings & Resource Reallocation: Municipalities save on labor costs by relying on volunteers for clean-up. These savings enable staff to focus on other crucial projects, such as parks, maintenance, and other improvements. • Enhanced Environmental Health: By collecting litter, volunteers prevent debris from entering storm drains, which improves water quality and protects the ecosystem. • Community Pride and Engagement: These programs empower residents, local businesses, and community organizations (such as churches, schools, and non-profits) to take ownership of their surroundings, fostering a sense of pride in beautifying the community. • Public Recognition for Participants: The program would offer/provide signage recognizing the civic participation of the individuals or groups who adopt a stretch of road. • Improved Safety and Safety Promotion: The Town would provide necessary safety equipment, such as vests and bags, and would often include safety training, creating safer, cleaner streets. 		
PUBLIC SUPPORT/CONCERN		
ANALYSIS AND RECOMMENDATION		
MATERIALS SUBMITTED		
<p>The following materials were submitted and included in this packet:</p> <ol style="list-style-type: none"> 1. Adopt a Street Overview & Safety Guidelines 2. Adopt a Street Sample Release of Liability (Adult & Minor) 		

Town of Severance Adopt-a-Street/Trail Program – Overview

The Adopt-a-Street/Trail Program invites individuals, families, businesses, and community groups to help maintain the cleanliness and beauty of public spaces in the Town of Severance. Participants “adopt” a designated street or trail and commit to keeping it free of litter throughout the year. Map of suggested routes will be provided by the Town.

This program promotes community pride, environmental stewardship, and active civic engagement.

Who Can Participate

- Individuals
 - Families
 - Community groups and organizations
 - Businesses
-

Volunteer Responsibilities

Participants agree to:

- Sign liability releases (samples attached)
 - Adopt a specific street or trail for at least one (1) year
 - Conduct cleanups approximately 3–4 times per year
 - Litter/trash collected will be picked up by Public Works Department
 - Report hazardous or unusual materials to the Town rather than handling them
-

Safety Guidelines

For the safety of all participants:

- Wear high-visibility safety vests (provided by the Town)
- Be aware of traffic and surroundings
- Work in groups
- Avoid cleanup during unsafe weather conditions

Do NOT pick up:

- Hazardous materials
- Sharp or heavy objects (without proper equipment)
- Unknown or suspicious items

Additional Safety Notes

- Stay off private property
 - Use caution near roadways and intersections
-

Materials and Support Provided

The Town of Severance will provide:

- Trash bags
 - Safety vests
 - Instructions and guidance (if needed) for cleanups
-

Program Benefits

- Helps keep streets and trails clean and visually appealing
 - Encourages environmental responsibility
 - Builds community pride and involvement
 - If interested, program will include recognition such as signage or acknowledgment of participants
-

Program Goals

- Maintain clean and safe public spaces
 - Foster community engagement
 - Promote long-term environmental stewardship
-

Summary

The Adopt-a-Street/Trail Program is a simple but impactful way to contribute to the community. By committing to periodic cleanups and following safety guidelines, volunteers play a vital role in preserving the beauty and health of Severance's public spaces.

Adopt-A-Street Safety Guidelines

Please review these safety tips before beginning work:

- Always park legally at a safe location when at the work site. Review the area for hazards before you begin.
- Use crosswalks to cross streets or cross on corners.
- Always face oncoming traffic while working, if possible.
- Please schedule your clean-up during non-peak traffic hours and in full daylight. No dawn or dusk clean-ups.
- Do not work in the rain or fog or if road conditions are icy or wet.
- Do not walk on the roadway and never work in a median or the center of the road.
- Do not enter private property. If you are unsure, please err on the side of caution. Most properties are defined by a fence, the back of a sidewalk, or a physical change in vegetation. The Town will provide a detailed map of the area to be cleared of debris.
- Wear safety vests and gloves provided by the Town. Use the long-handled trash grabbers provided. Close-toed shoes, hats, and sunscreen are recommended.
- Do not listen to music with earbuds while working.
- Do not enter any flooded areas or drainage facilities to retrieve trash.
- Do not touch possible hazardous materials such as sharp objects, needles, drug paraphernalia, poisonous or thorny plants, or animal carcasses. Note the location of any such items with a flag provided by the Town and notify Town personnel of their approximate location after cleanup is completed.
- Avoid overexertion, especially during warmer weather, and provide plenty of water for all participants.
- Ensure your footing on slopes, uneven ground, and rocky or loose soil.
- Most importantly, use good judgment and stay alert.

Post Clean-Up Instructions

- Tie off full trash bags to prevent spillage at your route's designated bag snag area (usually near one of your group's route adoption signs).
- Be sure to notify the Adopt a Street Coordinator when you've completed your clean-up event.
- Please let the Coordinator know where you grouped your full trash bags to ensure our Public Works Department picks them up and disposes of them in a timely manner.
- Return the Adopt a Street supplies with all leftover clean-up materials, trash grabbers, etc. to the reception desk at Severance Town Hall by the next business day after your event.
- Thank you for volunteering and making a difference! Stay safe, have fun, and email us images of your awesome group that is keeping our community beautiful.

TOWN OF TIMNATH

SAMPLE

VOLUNTEER AGREEMENT, RELEASE OF LIABILITY,
COVENANT NOT TO SUE, AND INDEMNIFICATION
(Eighteen (18) years of age or older)

I, the undersigned, hereby represent that I am eighteen (18) years of age or older and that I am a member of the _____ (the "Organization"), and that I have volunteered to participate as a member the Organization in the Town of Timnath (the "Town") Adopt-A-Street Program (the "Program") which participation shall include the picking up of litter and other waste materials from the Town street adopted by the Organization known as _____ (the "Adopted Street").

In connection with my participation in the Program as a member of the Organization and as a volunteer participating in the clean-up of the Adopted Street, I hereby release the Town, and its officers and employees, from any and all liability for any and all claims and causes of action which I may hereafter have on account of any and all injuries and damage to me or my property, or on account of my death, arising out of or relating to my participation in the Program, or incidental thereto.

I acknowledge that I am aware of the risks and hazards inherent in my participation in the Program, including the dangers associated with working near moving motor vehicle traffic on the Adopted Street, and do hereby voluntarily assume all such risks of loss, damage, or injury to me or my property, including death.

I acknowledge that my participation in the Program is as a volunteer for the Town and that I am not entitled to workers' compensation benefits. I agree to abide by all Town safety policies and regulations.

I covenant and agree not to sue the Town and agree to indemnify and hold harmless the Town, its agents, employees, and assigns from any claims arising from my participation.

This Agreement is binding upon me and my heirs.

Volunteer: _____

Date: _____

TOWN OF TIMNATH

VOLUNTEER AGREEMENT, RELEASE OF LIABILITY,
COVENANT NOT TO SUE, INDEMNIFICATION, AND PARENTAL
CONSENT

(Under eighteen (18) years of age)

SAMPLE

I, _____, the undersigned, hereby represent that I am under the age of eighteen (18) and that I am a member of the _____ (the "Organization"), and that I have volunteered to participate as a member of the Organization in the Town of Timnath (the "Town") Adopt-A-Street Program (the "Program"). This participation includes picking up litter and other waste materials from the Town street adopted by the Organization known as _____ (the "Adopted Street").

In connection with my participation in the Program, I hereby release the Town, and its officers and employees, from any and all liability for any claims or causes of action arising out of or relating to my participation in the Program or incidental thereto. I covenant and agree not to sue and agree to hold harmless the Town and its representatives from all related liability or claims.

I acknowledge that I am aware of the risks inherent in the Program, including working near moving motor vehicle traffic, and voluntarily assume all such risks, including personal injury or death.

I acknowledge that my participation is as a volunteer and is without compensation or worker's compensation benefits. I agree to follow all Town safety policies and regulations.

I agree to indemnify and hold harmless the Town, its agents, employees, legal representatives, and assigns from any claims, losses, or expenses, including attorney fees, arising from my participation in the Program.

PARENTAL CONSENT

I, _____, the undersigned parent or legal guardian of _____, a minor under eighteen (18) years of age, hereby consent to my child's participation in the Program and agree to the same terms and conditions above. I further agree to indemnify and hold harmless the Town from any claims arising from my child's participation.

This Agreement shall be binding upon the undersigned and their heirs and assigns.

Volunteer Signature: _____

Date: _____

Parent or Guardian Signature: _____

Date: _____



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Council Petition: E-Bike, E-Scooter & E-Moto	Karen Hessler	Council Member Karen Hessler
ACTION REQUESTED		
Consider Ordinance for the Town of Severance regarding regulation of E-Bikes/E-Scooters on Town streets and walkways.		<u>Presentation Discussion</u>
BRIEF SUMMARY		
Discussion with citizens, reports from Chief Chavez, and the recent CAB meeting discussion about the potential dangers of E-Bikes/E-Scooters in Severance, as well as other nearby Town Ordinances on the subject, promoted the invitation of discussion for a Severance-central Ordinance that is similar with a key focus on public safety.		
PUBLIC SUPPORT/CONCERN		
Public safety		
ANALYSIS AND RECOMMENDATION		
A recommendation from CAB is requested on the development and presentation of an E-Bike/E-Scooter Ordinance for the Town of Severance.		
MATERIALS SUBMITTED		
<p>The following materials were submitted and included in this packet:</p> <ol style="list-style-type: none"> 1. Windsor's EScooters Ordinance_Example 2. CAB E-Moto Bike PPT 		

EXAMPLE ORDINANCE

TOWN OF WINDSOR

ORDINANCE NO. 2025-1728

AN ORDINANCE AMENDING CHAPTER 8 OF THE WINDSOR MUNICIPAL CODE CONCERNING ELECTRIC SCOOTERS, LOW-POWERED SCOOTERS, TOY VEHICLES, OFF-HIGHWAY VEHICLES AND GOLF CARS

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality with all powers and authority vested under Colorado law; and

WHEREAS, the Town places a high value on a safe and efficient system of transportation within Town limits; and

WHEREAS, the Town has previously adopted ordinances that established rules and regulations for Motorized Utility Vehicles, Golf Cars, Electronic Personal Assistance Mobility Devices and Low-Speed Electric Vehicles; and

WHEREAS, the Town has adopted the 2020 Model Traffic Code (“MTC”) in Article I, Chapter 8 of the Windsor Municipal Code; and

WHEREAS, electric scooters, low-powered scooters, toy vehicles, and other off-highway vehicles (collectively “E-Vehicles”) have increased in popularity in recent years with adults and children; and

WHEREAS, there has been an increase in the usage of these E-Vehicles in recent years within the Town, which has caused an increase in safety violations and public concerns; and

WHEREAS, Colorado Revised Statutes (“C.R.S.”) Sec. 42-4-111 allows local governments to set rules and regulations regarding E-Vehicles within their jurisdictions; and

WHEREAS, the Town finds the regulations set forth in the within Ordinance for E-Vehicles and Golf Cars operating within the Town is in the interests of public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

Section 1. Chapter 8 of the Windsor Municipal Code is hereby amended by the addition of a new Article IX, which shall read as follows:

ARTICLE IX – Bicycles, Electrical Assisted Bicycles and Electric Scooters

Sec. 8-9-10. – Regulations.

Except as otherwise provided herein, bicycles, electrical assisted bicycles and electric scooters are regulated by both the MTC and C.R.S. Title 42, Chapter 4.

Sec. 8-9-20. Designated Dismount Zones.

A person shall not ride any self-powered or electric assisted device such as, but not limited to: bicycle, electrical assisted bicycle, electric scooter, skateboard, or scooter upon and along a sidewalk or across a roadway upon and along a crosswalk where such use of a device is prohibited by official traffic control devices, signs designating a dismount zone, or local ordinances. A person riding such device shall dismount before entering any crosswalk where required by official traffic control devices, signs or ordinance. A person riding such device shall dismount before entering any crosswalk. The Town Manager or designee is authorized to designate temporary dismount zone locations to be marked by temporary signs for certain events. The following shall be permanent dismount zones: either side of Main Street (Hwy 392) between 3rd and 7th Streets; and on the sidewalks and entryway at the Community Recreation Center, 250 N. 11th Street, in the Town of Windsor, Colorado. Any person operating a personal assistive mobility device to aide with a disability shall be exempt from these requirements.

Sec. 8-9-30. Exceptions.

This Article does not prohibit operation by Town employees, law enforcement, fire/EMS, or contractors acting under Town contract when used in the course of official duties.

Sec. 8-9-40. Parental Responsibility.

It shall be unlawful for any parent, guardian, legal custodian, or any adult to authorize, assist, permit, or encourage any minor to operate a bicycle, electrical assisted bicycle or electric scooter in violation of the provisions of this Article.

Sec. 8-9-50. Authority to cite and applicable penalties.

In addition to Police Officers, Community Service Officers also have all rights to issue citations, pursuant to this Article. Violations are subject to the General Penalty provisions of Article IV, Chapter 1 of the Windsor Municipal Code.

Section 2. Chapter 8 of the Windsor Municipal Code is hereby amended by the addition of a new Article X, which shall read as follows:

ARTICLE X – Low-Power Scooters

Sec. 8-10-10. – Low-power scooters are regulated in MTC Sec. 109.

Sec. 8-10-20. – Exceptions.

This Article does not prohibit operation by Town employees, law enforcement, fire/EMS, or contractors acting under Town contract when used in the course of official duties.

Sec. 8-10-30. - Parental Responsibility.

It shall be unlawful for any parent, guardian, legal custodian, or any adult to authorize, assist, permit, or encourage any minor to operate a low-power scooter in violation of the provisions of this Article.

Section 3. Chapter 8 of the Windsor Municipal Code is hereby amended by the addition of a new Article XI, which shall read as follows:

ARTICLE XI – Toy Vehicles

Sec. 8-11-10. – Toy vehicle defined.

***Toy vehicle* means any vehicle that has wheels and is not designed for use on public highways, sidewalks or for off-road use.**

(a) Toy vehicle includes, but is not limited to, gas-powered or electric-powered vehicles commonly known as electric unicycles, mini bikes, “pocket” bikes, kamikaze boards, go-peds, and stand-up scooters.

(b) Toy vehicle does not include electric scooters, off-highway vehicles, or snowmobiles.

(1) Sec. 8-11-20. – Regulations of toy vehicles. Operation of Toy Vehicles prohibited.

(a) Toy vehicles are regulated in MTC Sec. 109, as may be amended from time to time. In addition to the requirements contained therein, the following also applies within the Town:

(i) It shall be unlawful for anyone to operate toy vehicle upon or within any Town street, alley, roadway, highway, shoulder, median, sidewalk, pedestrian way, multi-use path, bicycle lane or path, trail, park, open space, public right-of-way, street, highway, or other Town-owned or Town-controlled property.

(2) Exceptions.

a. Children’s low-speed electric toys with a maximum speed of 5 miles per hour may be allowed on Town sidewalks and trails if under the supervision of a person at least 18 years old.

b. This Article does not prohibit operation by Town employees, law enforcement, fire/EMS, or contractors acting under Town contract when used in the course of official duties.

Sec. 8-11-30. -Parental Responsibility.

It shall be unlawful for any parent, guardian, legal custodian, or any adult to authorize, assist, permit, or encourage any minor to operate a toy vehicle in violation of the provisions of this Article.

Section 4. Chapter 8 of the Windsor Municipal Code is hereby amended by the addition of a new Article XII, which shall read as follows:

ARTICLE XII – Off-Highway Vehicles

Sec. 8-12-10. Off-highway vehicle defined.

Off-highway vehicle (“OHV”) means any self-propelled vehicle that is designed to travel on wheels or tracks in contact with the ground, designed primarily for use “off-road”, off the public highways, and generally and commonly used to transport persons for recreational purposes.

(a) Off-highway vehicle does not include the following:

- a. Vehicles designed and used primarily for travel on, over, or in the water;**
- b. Snowmobiles;**
- c. Golf cars;**
- d. Vehicles designed and used to carry individuals with disabilities;**
- e. Vehicles designed and used to specifically for agricultural, logging, or mining purposes;**
- f. A surplus military vehicle that is owned or leased by a municipality, county, or fire protection district, for the purpose of assisting with firefighting efforts, including mitigating the risk of wildfires.**

Sec. 8-12-20. – Operation prohibited on public ways and property.

(1) It is unlawful to operate an OHV upon or within any Town street, alley, roadway, highway, shoulder, median, sidewalk, pedestrian way, multi-use path, bicycle lane or path, trail, park, open space, public right-of-way, or other Town-owned or Town-controlled property.

(2) No OHV routes are designated within the Town. The Town does not authorize OHV operation on any street or highway within its jurisdiction.

Sec. 8-12-30. -Limited exceptions.

This Article does not prohibit:

(1) Operation by Town employees, law enforcement, fire/EMS, or contractors acting under Town contract when used in the course of official duties; or

(2) Operation entirely on private property with the express permission of the property owner; or

(3) Loading or unloading an OHV from a trailer or truck when parked lawfully on private property, provided the OHV is not driven on any public way or public property.

Sec. 8-12-40. -Parental Responsibility.

It shall be unlawful for any parent, guardian, legal custodian, or any adult to authorize, assist, permit, or encourage any minor to operate an OHV in violation of the provisions of this Article.

Section 5. Windsor Municipal Code Sec. 8-6-30 concerning Golf cars, is hereby amended, and shall read as follows:

Sec. 8-6-30. - Golf cars, restricted operations.

.....

(3) No golf car shall be operated upon any sidewalk, pedestrian trail or recreational facility within the Town, whether or not such trail or recreational facility is operated under authority of the Town, with the exception of golf courses and associated golf facilities, unless the sidewalk, trail or recreational facility is posted as a designated golf car path. No golf cars shall be allowed on the Poudre River Trail.

.....

(8) Every occupant shall be required to sit in a designated factory seat and shall not be seated on the lap of another occupant of the golf car, nor ride on the exterior of the golf car. Children requiring car seats, pursuant to State law, shall be securely fastened in the required child safety seat, which shall be secured to the golf car's factory seat. They shall not be permitted to ride on anyone's lap, sit or stand on the floor, nor hang onto any exterior portion of the golf car.

.....

Sec. 8-6-60. – Exceptions.

This Article does not prohibit operation by Town employees, law enforcement, fire/EMS, or contractors acting under Town contract when used in the course of official duties.

Sec. 8-6-70. -Parental Responsibility.

It shall be unlawful for any parent, guardian, legal custodian, or any adult to authorize, assist, permit, or encourage any minor or child to operate a golf car in violation of the provisions of this Article.

Section 6. Windsor Municipal Code Sec. Chapter 8, Article VIII concerning low-speed electric vehicles, is hereby amended as follows:

Sec. 8-8-30. - Regulations of Class A low-speed electric vehicles.

.....

(4) Dual purpose. In addition to the requirements to operate on the streets of the Town, a Class A low-speed electric vehicle may operate on any designated golf car path or areas authorized for golf car travel, pursuant to the regulations applicable to golf cars. No Class A low-speed electric vehicle shall be operated upon any sidewalk, pedestrian trail or recreational facility within the Town, whether or not such trail or recreational facility is operated under authority of the Town, **with the exception of golf courses and associated golf facilities, unless the sidewalk, trail or recreational facility is posted as a designated golf car path. No low-speed electric vehicles shall be allowed on the Poudre River Trail.**

.....

Sec. 8-8-60. – Exceptions.

This Article does not prohibit operation by Town employees, law enforcement, fire/EMS, or contractors acting under Town contract when used in the course of official duties.

Sec. 8-8-70. -Parental Responsibility.

It shall be unlawful for any parent, guardian, legal custodian, or any adult to authorize, assist, permit, or encourage any minor to operate a Class A low-speed electric vehicle in violation of the provisions of this Article.

Section 7. Severability. The provisions of this Ordinance are hereby declared to be severable. If any section, paragraph, clause, or provision of this Ordinance shall, for any reason, be held to be invalid or unenforceable by a court of competent jurisdiction, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance.

Section 8. Repealer. All orders, resolutions, or ordinances in conflict with this Ordinance are hereby repealed, only to the extent of such conflict. This repealer shall not be construed as reviving any resolution, ordinance, or part thereof, heretofore repealed.

Introduced, passed on first reading, and ordered published this 13 day of October 2025.

TOWN OF WINDSOR, COLORADO

Julie Cline

Julie Cline, Mayor

ATTEST:

Karen Frawley

Karen Frawley, Town Clerk



Introduced, passed on second reading, and ordered published this 27 day of October 2025.

TOWN OF WINDSOR, COLORADO

Julie Cline

Julie Cline, Mayor

ATTEST:

Karen Frawley

Karen Frawley, Town Clerk



CAB – E-Moto Bike/Scooter Ordinance Consideration

Council Member Karen Hessler

Karen.hessler@townofseverance.org

Overview

- Who?
 - Citizens (both adult & youth) riding electric vehicles
- What
 - Regulation on where to ride, speeds, enforcement
- Why
 - Public Safety
- When
 - Now - More e-moto scooters and bikes in town and on roadways
- Where
 - In the Severance Town Limits



Background

- HB17-1151- April 4, 2017 <https://leg.colorado.gov/bills/hb17-1151>
 - 3 class system for e-bikes
 - Class 1 – E-bike equipped with motor to provide assistance only when the rider is pedaling and stops assistance when speed reaches 20 mph
 - Class 2 – E-bike equipped with a motor that may be used exclusively to propel the bicycle – ceasing to provide assistance at 20 mph
 - Class 3 – E-bike equipped with a motor that provides assistance only when the rider is pedaling and ceases to provide assistance at 28 mph
 - Class 1 & 2 allowed on bike or pedestrian paths
 - Class 3 restricted to trails and paths
 - Age restrictions – riders under 16 cannot use Class 3 e-bikes except as passengers
 - Helmet law – riders under 18 on a class 3 must wear a helmet
 - Labeling – manufacturers must provide label with class, top speed and motor wattage

Background

- HB17-1151 (cont'd)
 - Section 5
 - Local governments have the authority to allow or prohibit the use of specific classes of e-bikes on pedestrian and bike paths.
 - Does prohibit a person under the age of 16 from riding on a class 3
 - Class 3 – all riders under 18 must wear a helmet

Here in NoCo

- **Greeley, Windsor police warn of reckless e-bike, e-motorcycle use – headline from April 23, 2026**
 - Local police have seen an increase in kids getting injured from recklessly riding off-highway vehicles on public streets
 - Spin program to rent e-bikes within the city
- **Windsor has developed an ordinance provided in the packet for your review**
- Fort Collins - <https://ourcity.fcgov.com/which-wheels-go-where>
 - Which Wheels go Where Program

Which Wheel's Go Where - FtCo

	Bicycles	E-bikes (Class 1 and 2)	E-bikes (Class 3)	E-scooters	Human powered vehicle*	Lightweight electric vehicle**	Low- power scooter***
Street	Allowed	Allowed	Allowed	Allowed	Not allowed	Not allowed	Allowed
Bike lane	Allowed	Allowed	Allowed	Allowed	Not allowed	Not allowed	Not allowed
Sidewalk****	Allowed	Allowed	Varies	Varies	Allowed	Allowed	Not allowed
Paved trails (except Mason Trail)	Allowed	Allowed	Not allowed	Not allowed	Allowed	Not allowed	Not allowed
Mason Trail	Allowed	Allowed	Not allowed	Allowed	Allowed	Allowed	Not allowed
Crosswalk** **	Ride	Ride	Ride	Dismount	Ride	Ride	Dismount

Request

- Discussion to consider if an ordinance for guidance would be a desirable addition to the Town of Severance.
- If the discussion leans toward an ordinance – what would be the recommendations for community education and roll out if passed by council.



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Chair and Vice-Chair Selection	Nicholas Wharton, Town Manager	Nicholas J. Wharton
ACTION REQUESTED		
<p>Management asks the Comprehensive Plan Advisory Committee to discuss the Chair and Vice-Chair appointments and take action.</p> <ul style="list-style-type: none"> • Actions that may be taken: <ul style="list-style-type: none"> ○ Move to appoint a Chair ○ Move to appoint a Vice-Chair 	<p><u>Discussion</u> <u>Action Requested</u></p>	
BRIEF HISTORY OF ITEM		
BRIEF SUMMARY		
<p>The membership of the Comprehensive Plan Advisory Committee (CPAC) shall elect a Chair and Vice Chair, who shall serve as the Officers of the CPAC. In the absence of both the Chair and Vice Chair, any member of the CPAC may conduct the meeting.</p>		
PUBLIC SUPPORT/CONCERN		
<p>None at this time.</p>		
ANALYSIS AND RECOMMENDATION		
<p>Management recommends that the Comprehensive Plan Advisory Committee (CPAC) take action and move to appoint a Chair and Vice-Chair.</p>		
MATERIALS SUBMITTED		
<p>The following materials were submitted and included in this packet: None</p>		



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Comprehensive Plan Discussion	Nicholas Wharton, Town Manager	Josh Olhava, Ayres Associates - contract Town Planner
ACTION REQUESTED		
Town Management asks the Comprehensive Plan Advisory Committee to discuss the Comprehensive Plan after the presentation and direct any feedback they deem appropriate.		<u>Presentation</u>
BRIEF SUMMARY		
<p>The Town is required to update our Comprehensive Land Use Plan to conform to SB24-174, approved by the State, which requires Colorado jurisdictions to update their Comprehensive Plans to add a Strategic Growth Element (SGE) and a Water Supply Element (WSE).</p> <p>The State has determined that the SGE will guide future growth to support housing and use land efficiently. The State supports integrating the SGE into the comprehensive plan to discourage sprawl and promote the development or redevelopment of vacant and underutilized parcels in urban areas to address the demonstrated housing needs of the county or region and to mitigate the need to extend infrastructure and public services to develop natural and agricultural lands for residential uses.</p> <p>SB24-174 states that WSE must be developed in consultation with entities that supply water for use within the municipality, county, or region, including water conservation policies and estimates of the range of water supplies and facilities needed to support the potential public and private development described in the comprehensive plan.</p>		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
Town Management asks the Comprehensive Plan Advisory Committee to discuss the Comprehensive Plan after the presentation and direct any feedback they deem appropriate.		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet: None		