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ORDINANCE NO. 4  
(Series 1982)

AN ORDINANCE OF THE TOWN OF LAKE CITY, COLORADO, ADOPTING  
SUBDIVISION REGULATIONS.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF LAKE  
CITY, COLORADO, as follows:

Section 1.

Chapter 15 of the Lake City Municipal Code is amended by the  
addition of a new Section 3 to read as follows:

CHAPTER 15

Section 3

SUBDIVISION REGULATIONS

15.3-1: General Provisions:

- (A) These Regulations shall be known and may be cited as the  
Town's "Subdivision Regulations".
- (B) These Regulations shall apply within the corporate limits of  
the Town.
- (C) The purposes of these Regulations are to:
  - (1) Promote and protect the public health, safety and  
welfare.
  - (2) To insure that new development bears its fair share of  
the cost of providing improvements and services resulting  
from the development of subdivisions.
  - (3) To set forth uniform procedures and standards for the  
handling of subdivisions.
  - (4) To insure adequate and safe public services such as  
water, sewer, fire protection, streets and storm drainage.
- (D) These regulations shall not create any liability on the part  
of the Town or any officer or employee thereof arising from  
reliance upon these regulations or any administrative act or  
failure to act pursuant to these regulations.

15.3-2: Interpretation:

(A) In interpreting and applying provisions of these Subdivision Regulations they shall be regarded as a minimum required for the protection of the public health, safety and welfare. They shall be liberally construed to further the purposes specified in Subsection 15.3-1 above.

(B) Whenever a provision of these Regulations and any other provision found in another Town ordinance or applicable law contains any restrictions or regulations covering the same subject matter, the restriction or regulation which is more restrictive or imposes a higher standard or requirement shall govern.

15.3-3: Enforcement:

(A) Whoever, being the owner or agent of the owner of any land located within a subdivision transfers or sells, agrees to sell, or negotiates to sell any land by reference to or exhibition of, or by use of a plat of a subdivision before such plat has been approved by the Planning Commission and recorded or filed in the office of the Hinsdale County Clerk and Recorder, shall pay a penalty of \$100 to the Town of Lake City for each lot or parcel so transferred or sold, or agreed or negotiated to be sold. The description of such lot or parcel by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties, or from the remedies provided in this Subsection. The Town may enjoin such transfer or sale or agreement by action for injunction brought in any court of competent jurisdiction and may recover the penalty by civil action in any court of competent jurisdiction.

(B) It shall be unlawful to erect, construct, reconstruct, use, or alter any building or structure, or to use any land in violation of any of these Subdivision Regulations or to otherwise violate any provision of these Subdivision Regulations or any provision of a Subdivision Improvements Agreement approved pursuant to these Regulations. Any person convicted of such a violation may be sentenced to a term of imprisonment not to exceed 90 days, or fined an amount not to exceed \$300, or be sentenced to both such fine and imprisonment; provided, however, no person under the age of 18 years shall be subject to any term of imprisonment, except for contempt of court. A separate offense shall be deemed committed during each day during which any violation continues.

(C) No septic tank permit, building permit or occupancy permit shall be issued for the development of property with respect to which a violation of these Subdivision Regulations or a Subdivision Improvements Agreement approved pursuant to these Regulations has occurred until the violation has been remedied satisfactorily to the Town.

(D) The Town may bring an action in a court of competent jurisdiction to enjoin or abate any violation of these Subdivision Regulations or of a Subdivision Improvements Agreement entered into pursuant to these Subdivision Regulations.

15.3-4: Definitions:

For the purpose of these Regulations the following definitions shall apply.

(A) "Subdivision" means any parcel of land which is to be used for condominiums, apartments, or any other multiple dwellings units, unless such land was previously subdivided and the filing accompanying such subdivision complied with Town Regulations applicable to subdivisions of substantially the same density, or the division of a lot, tract or parcel of land into 2 or more lots, plats, sites or other divisions of land for the purpose, whether immediate or future, of sale or of building development. It includes resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided. However the following will not be considered a subdivision unless the method of disposition is used to avoid the application of these Regulations;

(1) A division of land which is created by order of any court in this state or by operation of law or by the process of eminent domain.

(2) A division of land which creates cemetery lots.

(3) A division of land which is created by the acquisition of an interest in land in the name of husband and wife or other persons in joint tenancy or as tenants in common.

(4) A division of land created by acts of the Town.

(B) "Subdivider" means any person engaged in the planning, development or sale of a subdivision or subdivided land.

(C) "Lot" means a unit into which land is divided on a subdivision plat, including a condominium unit.

(D) "Town" means Town of Lake City, Colorado, and any authorized officer, employee or agent thereof.

(E) "Person" means any individual, corporation, partnership or other entity.

15.3-5: Subdivision Procedure:

The subdivision of land shall be accomplished in accordance with the following procedures, unless an alternate procedure is authorized by these regulations.

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(A) Informal Review: The subdivider is encouraged to consult informally prior to the processing of the subdivision with the Town administration and Planning Commission. No fee shall be required for such review or discussions of any plans or data concerning the proposed subdivision. The Town shall not be bound by virtue of any discussions during the informal review stage.

(B) Preliminary Plat:

(1) The preliminary plat shall be submitted to the Planning Commission at least 3 weeks before the regular meeting of the Planning Commission at which the subdivider desires it to be considered.

(2) Ten copies of the preliminary plat shall be filed along with one copy of supporting plans and data, accompanied by a filing fee in the amount of \$100.00. In addition, the subdivider shall reimburse the Town for any out-of-pocket costs the Town incurs for legal, engineering or other services or costs in processing the subdivision and reviewing the plats. No plat shall be approved or recorded, and no lien or other improvements security released until all such charges then due are paid to the Town.

(3) The Town may send copies of the plat to the School District, the power, telephone and CATV companies, Lake City Area Water and Sanitation District, the Fire Department, and any other entities as appropriate.

(4) The preliminary plat and proposed improvements shall comply with all of the requirements of these Subdivision Regulations and other applicable Town Design and Construction Specifications and Standards. The plat shall be drawn to a scale of not less than 1" equals 50 ft.

(5) The preliminary plat shall contain at a minimum the following:

(a) The name of the subdivision, date of the preparation of the map, name and address of the engineer or surveyor preparing the plat, and total area of the subdivision.

(b) The scale used and direction of true north.

(c) The location and dimensions of all existing and proposed streets, alleys and easements, street lights, street signs and other improvements.

(d) The location of water courses, including lakes, swamps, ditches, flood prone areas; the location of existing utility lines, pipes, poles, towers, culverts, drains, and drainage ways.

- (e) The location, size and dimension of all lots and blocks, and the location of sites to be reserved for particular uses or to be dedicated to the public.
  - (f) Ten foot (10') elevation contours.
  - (g) Any building lines and height restrictions.
- (6) Accompanying the preliminary plat or included upon it shall be plans, drawings or information for the following:
- (a) Plans for any proposed sanitary sewer system showing location, grade, pipe sizes and invert elevations. If the system will be part of the Lake City Area Water and Sanitation District system only line locations need be shown.
  - (b) Plans for the water system and fire protection system showing locations, pipe sizes, valves, fire hydrants. If the system will be part of the Lake City Area Water and Sanitation District system only pipe and hydrant size and location need be shown.
  - (c) If the Lake City Area Water and Sanitation District water and sewer are not being provided, complete plans for the systems shall be submitted adequate to determine compliance with State and Town regulations. Documentation of water rights shall be submitted. A soils report shall be submitted if septic systems are planned, adequate to show the feasibility of septic systems.
  - (d) Plans for the storm drainage system showing location, pipe sizes, drains, surface drainage ways and discharge points.
  - (e) Plans for proposed streets, alleys, sidewalks, curb and gutter, bikepaths, and walkways showing the grade and cross section, and plans for any other proposed public improvements.
  - (f) The name, address and telephone number of all surface owners, mineral owners and lessees of mineral rights as their names appear upon the plats or records in the Hinsdale County Clerk's Office. Addresses shall be used as listed most recently in a telephone directory or other directory in general use or as on the tax records of Hinsdale County.
  - (g) Any proposed covenants, condominium declaration or articles of incorporation and by-laws for any homeowners' association, or contracts for maintenance of improvements.
  - (h) A soils report prepared by a geologist or licensed

qualified engineer which addresses building foundation design requirements shall be submitted where geologic hazards and considerations dictate the need for such analysis.

(1) Written approval or access permit from the State Department of Highways for any access to highways under their jurisdiction.

(7) The subdivider shall submit at or before the Planning Commission meeting at which the plat is considered, an affidavit that he has sent a notice of the hearing to the persons listed pursuant to Subsection 15.3-5(B)(6)(f) above, by registered mail at least 10 days prior to such meeting. The subdivider is responsible to send such notice.

(8) The Planning Commission shall approve or disapprove the preliminary plat after conducting a hearing thereon within 30 days after the preliminary plat has been submitted to the Commission. If the plat is disapproved the reason for disapproval shall be included in the minutes of the Planning Commission's proceedings and provided to the subdivider in writing upon request. The time to issue a decision may be extended if the subdivider agrees to such an extension. The plat shall be disapproved if it or the proposed improvements do not comply with the requirements of these Regulations.

(9) Following approval of the preliminary plat by the Planning Commission, the plat shall be submitted to the Town Board for review. The Town Board shall either approve the plat or disapprove it if it finds that the plat or the subdivision does not comply with the requirements of these Subdivision Regulations.

(C) Final Plat:

(1) No land shall be subdivided nor shall any subdivided lot be sold or conveyed until the final plat has been approved in accordance with this Subsection and recorded. No final plat may be submitted more than 2 years after approval of the preliminary plat without resubmitting the preliminary plat for reapproval. The final plat shall be substantially consistent with the preliminary plat as approved.

(2) Two duplicate reproducible originals of the final plat shall be filed with the Town along with four copies thereof, at least 10 days prior to the next regularly scheduled Planning Commission meeting at which the subdivider wishes to have the plat considered.

(3) The final plat shall comply with the requirements for the preliminary plat, except as modified by this Subsection, and shall include the following additional information:

- (a) A legal description of the subdivision and sufficient data to determine easily and reproduce on the ground the location, bearing and length of every street line, boundary line, block line, lot line, and building line, whether curved or straight, including the radius, central angle and tangent distance for the center line of curved streets. Other curved lines shall show arc or cord distance and radius. All dimensions shall be to the nearest 100th of a foot and all angles to the nearest minute. The plat shall meet all statutory requirements.
  - (b) Total acreage of public streets and alleys, designation of easements, streets, alleys and other property dedicated for public use.
  - (c) Lot and block numbers and lot areas.
  - (d) Certificates of approval for the Planning Commission and Board of Trustees.
  - (e) A certificate of ownership and dedication notarized and executed by all surface owners, and a lien holders' certificate.
  - (f) The location of all monuments and a certificate of a registered land surveyor attesting to the accuracy of the survey and plat and placement of monuments.
  - (g) A certificate of an attorney that the title to the property is in the name of those parties executing the certificate of ownership and dedication.
  - (h) A certificate of a licensed professional engineer that the water and sewer systems and streets meet all applicable requirements of law, or the certificate of the Lake City Area Water and Sanitation District that water and sewer system design is adequate and acceptable to the District.
  - (i) A certificate of recording to be executed by the County Clerk and Recorder.
  - (j) A vicinity sketch map.
  - (k) A notice stating what provisions are applicable for construction, ownership and maintenance of water, sewer, streets and other improvements shown on the plat.
- (4) The final plat and accompanying plans shall be drawn to a scale of not less than 1" equals 50 ft.
- (5) Accompanying the final plat shall be the following.

(a) As-built plans for sanitary sewers, storm sewers, drainage systems, water and fire systems, showing grades, pipe sizes, outlets, connection points, and other information as required by the Town shall be submitted for improvements dedicated to the Town. As-built plans for any improvements not complete at the time the final plat is submitted shall be submitted prior to inspection and approval of the improvements by the Town. As-built plans for water or sewer connected to the Lake City Area Water and Sanitation District shall be submitted to the District if required by them.

(b) A subdivision improvements agreement on a form provided by the Town if all required improvements have not been completed and accepted.

(c) A copy of any restrictive covenants, condominium declarations, and articles of incorporation and by-laws of any homeowners' association applicable to the subdivision or lots therein.

(d) An update to the list of the owners submitted with the preliminary plat pursuant to Section 15.3-5(B)(6)(f).

(e) The subdivider shall submit at or before the Planning Commission meeting at which the plat is considered, an affidavit that he has sent a notice of that hearing to the updated list of owners provided pursuant to Subsection 15.3-5(C)(5)(d) above, by registered mail, at least 10 days prior to such meeting. The subdivider is responsible to send such notice.

(6) The Planning Commission shall approve or disapprove the final plat after conducting a hearing thereon within 30 days after the plat has been submitted to it. If the plat is disapproved the reason for disapproval shall be included in the minutes of the Planning Commission's proceedings and provided to the subdivider in writing upon request. The time to issue a decision may be extended if the subdivider agrees to such extension.

(7) Following approval of the final plat by the Planning Commission, the plat shall be submitted to the Town Board for review. The Town Board shall either approve the plat or disapprove it if it finds that the plat or subdivision does not comply with these regulations. Following approval by the Town Board, the final plat shall be recorded with the County Clerk and Recorder by the Town Clerk, the cost of which shall be advanced by the subdivider.

(8) No final plat shall be approved until all of the improvements required by these Subdivision Regulations have been installed, inspected, and approved, or a subdivision



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improvements agreement with security has been provided in accordance with provisions of Subsection 15.3-6 of these Regulations.

15.3-6: Required Improvements.

(A) The following improvements shall be constructed at the expense of the subdivider in accordance with the design standards provided by these Regulations.

(1) Survey monuments.

(2) If connection to the Lake City Area Water and Sanitation District sewer system is economically and technically feasible, and agreed to by the District, a sewer collection system connected to that system shall be required.

(3) If connection to the Lake City Area Water and Sanitation District domestic water system is economically and technically feasible and agreed to by the District, connection to that water system shall be required. A fire prevention system is required where a 6" District water main is available.

(4) Electricity and telephone.

(5) Streets within the subdivision as necessary to provide access to each lot. Existing streets maintained by the Town for public use need not be improved by the Subdivider. Streets shall be dedicated to the Town when required by Town street and road specifications.

(6) Street signs.

(7) A storm drainage system.

(B) Subdivision Improvements Agreement.

(1) No final plat shall be approved or recorded until the subdivider has submitted and the Planning Commission and Board of Trustees have approved a Subdivision Improvements Agreement guaranteeing construction of all improvements shown on the final plat documents which have not previously been completed and approved by the Town. The Subdivision Improvements Agreement shall list the improvements to be made, estimated costs, and completion dates.

(2) All improvements shall be completed and accepted within 2 years following approval of the final plat by the Town, unless a longer interval is provided for in the Subdivision Improvements Agreement.

(3) The Subdivision Improvements Agreement shall contain or be accompanied by a security arrangement approved by the

Town, which reasonably guarantees that all required improvements shall be completed, such as a performance bond, escrowed funds, irrevocable letter of credit, recorded lien, etc. Such security arrangement shall provide that the Town may cause the improvement to be completed if not completed pursuant to the time table specified in the Subdivision Improvements Agreement. The cost of completion will then be paid pursuant to the security arrangement. The amount of the security shall be adequate taking inflation into account.

(4) The security shall not be released until the Town has inspected the improvements and approved them as completed in accordance with the final plat, other plans and applicable Town specifications.

(5) The subdivider shall be responsible to correct and repair any defect in any improvements due to materials or workmanship which appears for a period of 1 year from the date of approval of completion. As-built plans shall be submitted upon completion with the request for inspection and approval.

(6) No lot may be sold in any subdivision nor may any building, occupancy or other permit be issued if a breach of the improvements agreement occurs until such breach is remedied.

#### 15.3-7: Design Standards:

(A) All subdivisions shall conform to the minimum design standards of this Section. The Planning Commission may allow deviation from these standards if it determines that unusual topography or a hardship exists, or that alternative standards will more effectively protect the quality of the subdivision and the public welfare, or more effectively achieve the purposes of these Subdivision Regulations.

(B) All subdivisions shall be developed in accordance with the Town's Master Plans, Zoning Regulations, Flood Plain Regulations, and other applicable Town ordinances, regulations and specifications.

#### (C) Streets and Alleys:

(1) All streets and alleys shall be constructed and designed in accordance with Town Street and Road Specifications.

(2) All lots shall have access to a street connected to the public street system. Privately owned streets shall be clearly indicated on the plat.

(3) Access to any public highway under the jurisdiction of the State Department of Highways shall be subject to the

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provisions of the State Highway Access Code.

(D) Public Utilities and Utility Easements:

(1) Utility easements shall be a minimum of 20 ft. centered on the rear or side lot lines, or where appropriate, 10 ft. on either side of a street.

(2) All utilities shall be installed underground unless existing utilities are overhead and the existing poles can be used.

(E) Water and Sewer Systems:

Water and sewer systems shall be designed by a professional engineer, and constructed in accordance with good engineering practices to State, Town or Lake City Area Water and Sanitation District design and construction standards.

(F) Curb, Gutter and Sidewalks:

Curb, gutter and sidewalk shall be designed and constructed in accordance with Town design and construction standards and specifications and good engineering practices.

(G) Monuments:

Monuments shall be placed at the corners of all street intersections, at the intersections of the boundary of the subdivision with street right-of-way lines, at angle points and points of curve in each street, and at points of change and direction of the exterior of the subdivision and at other locations required by statute. The top of the monument shall have a metal cap set flush to identify the location. Lot corners shall be marked as required by law. Monuments shall be constructed as provided in Town street and road specifications.

(H) Drainage Systems:

Drainage systems shall be provided in accordance with the final plat as approved. Drainage easements shall generally direct the flow to the front of the lots or to natural drainage ways as such exist, utilizing a minimum 20 foot easement. Where water courses or ditches traverse the subdivision, lots and improvements shall be designed and provided to protect against flooding in accordance with the Town's Flood Plain Regulations. The drainage system shall be designed to avoid increasing the discharge to property outside the subdivision unless agreed to by the owner of the property affected.

(I) Other Improvements:

Any other improvements provided shall comply with any applicable Town standards and specifications and shall be

designed and constructed in accordance with good engineering practices.

15.3-8: Minor Subdivisions:

(A) Subdivisions which meet all of the following criteria may be processed in accordance with the procedures outlined in this Subsection.

(1) The subdivisions results in no more than 2 tracts, lots or interests.

(2) All lots or tracts are adjacent to a dedicated, maintained and accepted public street or the plat provides an appropriate road easement for each lot.

(3) The improvements required by Subsection 15.3-6 of these regulations are already in existence and available to serve each lot.

(4) Each lot will meet requirements of the Town Zoning Regulations without the necessity for any variance and no variance has been granted within the 3 previous years.

(5) No part of the subdivision has been approved as part of a minor subdivision within 3 years prior to the date of submission of the minor subdivision plat.

(B) The applicant shall submit 2 reproducible originals and 5 copies of a subdivision plat in accordance with Subsection 15.3-5(C), with the exception that a certificate of improvements completed or security for completion are not required; and instead, there must be a certification that all required improvements are already installed, available and adequate to serve each lot of the subdivision to be signed by the Town. A fee of \$50.00 shall accompany the plat, and the Town shall be reimbursed for all costs as provided in Subsection 15.3-5(B)(2).

(C) The Planning Commission may, within 30 days, either approve, disapprove or conditionally approve the plat subject to compliance with any minimum design standards; to dedication of additional rights-of-way, easements, or to installation of additional improvements. The applicant has the burden of proving that the criteria of Subsection (A) have been met.

(D) If the Planning Commission shall disapprove the plat of any minor subdivision, it shall give, in writing, the reason for such disapproval to the subdivider upon request.

(E) If the Planning Commission approves the plat, it shall be submitted to the Board of Trustees for final approval. The Board may disapprove the minor subdivision if it shall find, following notice and hearing, that the requirements of this Subsection have not been met. The Board may approve such plat with or without a

hearing.

(F) Following approval by the Board of Trustees, the plat shall be recorded with the County Clerk and Recorder.

15.3-9: Lot Splits:

(A) A lot previously created by a subdivision plat which has been approved and accepted by the Town and recorded in the Hinsdale County Records, may be subdivided or split by deed or other instrument, if the criteria of this Subsection are met, the split has been approved by the Town, and an indication of Town approval is included upon the deed or other instrument prior to recording.

(B) The following criteria shall apply for an allowable split:

(1) Any parcels created by the split whether consisting of separately described lots or parts of lots, shall comply with the minimum design standards of these regulations for lots and with the applicable dimensional requirements of the Town Zoning Regulations.

(2) The deed or other instrument creating the split shall reserve and be subject to existing easements.

(C) Any person desiring to split a lot by deed or other instrument, shall submit the deed or other instrument to the Town for review for compliance with this Subsection. If the Town determines that the split will be in compliance with the criteria of this Subsection, the deed or other instrument shall be appropriately marked by the Town.

(D) The Town may require an improvements survey to be submitted if necessary to determine if the criteria of this Subsection have been met.

(E) It shall be unlawful to sell any tract of land, including an entire platted lot or separately described tract, if a violation of the applicable dimensional requirements of the Town's Zoning Regulations will result from such sale by virtue of a change in dimensions of any building site.

15.3-10: Replats and Amended Plats:

(A) Replats which reduce the number of separately described contiguous parcels of property may be approved and recorded pursuant to this Subsection in lieu of other procedures for subdivisions provided in these regulations.

(B) Amended plats of subdivision plats previously approved by the Town, or parts of such plats, which do not make or require a material change in the extent, location, or type of public improvements and easements provided, may be submitted, approved,

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and recorded in accordance with the provisions of this Subsection in lieu of other procedures provided for subdivision by these regulations.

(C) Requirements:

(1) "Replats" or "amended plats" meeting the requirements of Subsections (A) and (B) may be submitted to the Planning Commission for consideration at a regular meeting.

(2) Any such plats shall conform to the applicable requirements for final plats as provided in these subdivision regulations, including the minimum design standards, and shall conform to applicable dimensional requirements of the Town's Zoning Regulations.

(3) A \$50.00 fee shall be submitted with the plat and the Town shall be reimbursed for all costs as provided in Subsection 15.3-5(B)(2).

(D) If the Planning Commission approves the replat or amended plat as meeting the criteria of this Subsection, the Commission shall forward it to the Town Board for its consideration at its next regular meeting. Following approval by the Board, such plats shall be recorded at the expense of the parties in interest. Action on the plats shall be taken within 30 days.

15.3-11: Apartments:

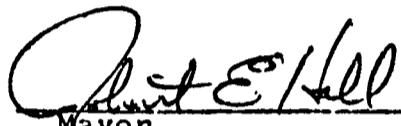
(A) Apartments and other multi-unit dwellings shall not be subject to the provisions of these Subdivision Regulations when no divided or separate units of ownership are to be created, but shall comply with applicable building and other Town regulations.

Section 2.

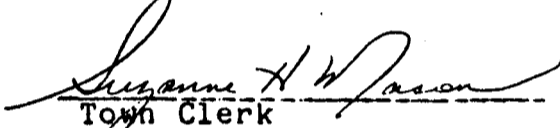
If any provision of this ordinance or the application of it to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or applications. The provisions of this ordinance are expressly declared to be severable.

ADOPTED BY THE Lake City Planning Commission this 5th day of May, 1982.

INTRODUCED, READ AND ADOPTED by the Board of Trustees this  
5th day of May, 1982.

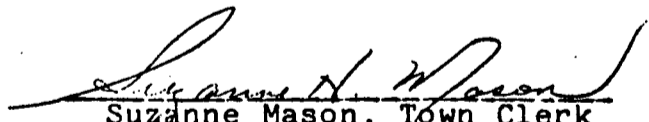
  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
Town Clerk

CERTIFICATE

I, Suzanne Mason, Lake City Town Clerk, hereby certify that the foregoing ordinance was approved by the Lake City Planning Commission by Resolution on the 5th day of May, 1982, following a public hearing on such date, notice of which was published in the Lake City Silver World on the 21<sup>st</sup> day of May, 1982; and that such ordinance was introduced, read and adopted thereafter by the Board of Trustees at their regular meeting held on the 5th day of May, 1982, and was thereafter published in full as required by law.

  
\_\_\_\_\_  
Suzanne Mason, Town Clerk

caption # 73012 - Filed for record this 19<sup>th</sup> day of May, 1982 at 10:00 AM.  
\* a L. Brown, recorded by Alita Schaub. Party

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CERTIFICATION

The Town of Lake City, Colorado, pursuant to C.R.S. 1973, 31-23-214(2), as amended, hereby certifies that the attached Subdivision Regulations are a true and correct copy of Subdivision Regulations adopted by the Planning Commission and the Board of Trustees of the Town of Lake City, Colorado.

DATED this 17<sup>th</sup> day of MAY, 1982.

TOWN OF LAKE CITY, COLORADO  
PLANNING COMMISSION

by Tim E. Zuber