

CITY OF ALAMOSA PLANNING COMMISSION

May 28, 2025
6:00 PM
Council Chambers, 300 Hunt Avenue

Mission Statement: We are committed to providing balanced, effective and efficient public services for our residents, visitors and businesses by cultivating a vibrant, resilient and livable city.

Any person needing reasonable accommodation to attend or participate in a public meeting, please contact the Alamosa City Clerk's office by telephone (719) 589-2593, by email cityclerk@ci.alamosa.co.us, in person at 300 Hunt Avenue, or by mail at POB 419, Alamosa, CO 81101.

AGENDA

I. Call to Order

II. Roll Call

III. Agenda Approval

IV. Approval of Minutes

- A. Approval of Minutes from April 23, 2025

V. Public Comments

VI. Regular Business

Request for a Conditional Use Permit for a Light Industrial Use in the CBD

VII. Other Business

- A. Staff Updates
- B. Code enforcement updates

VIII. Adjournment

ALAMOSA PLANNING COMMISSION COMMISSION COMMUNICATION

Subject/Title:

Approval of Minutes from April 23, 2025

ALAMOSA PLANNING COMMISSION

COMMISSION COMMUNICATION

Subject/Title:

Request for a Conditional Use Permit for a Light Industrial Use in the CBD

Background:

The subject property is located at 432 Main St, otherwise known as Lots 1-4, Block 52, Alamosa Addition, Assessor's Parcel 541310110008. The lot is 15,000 square feet in area and is located in the Commercial Business District (CBD) zone. See the attached location map. The lot is currently improved with an 8,000 square-foot building, constructed in 2002.

The applicant wishes to relocate an existing general contractor's office from 500 Main Street to the subject property, which is directly across Hunt Avenue to the east. The proposed light industry use will be in conjunction with a second business operating as *Retail Type 1*, a permitted and continued use of the proposed building. There are existing overhead doors, and fleet parking/outdoor storage on the fenced lot. This is considered a *Light Industry Type ii – Offices of General Contractors with a Retail Component* and is allowed in the Central Business District with a conditional use permit under **Table 21-2-206A** of Alamosa's Unified Development Code (UDC). An example of the proposed structure is shown in the applicant's request narrative. See the applicant's site plan, full request narrative, and other documents, attached.

The completed and sufficient Land Use Application was delivered to the Development Services Department on May 1st, 2025. Posting requirements have been met pursuant to **Table 21-8-511**. Note that unlike variances, this process only requires the property to be posted.

Analysis and Impact:

Under the standards of **Sec. 21-2-302**, this request is evaluated by the general criteria for a Conditional Use Permit (CUP) - specifically plan implementation, compatibility, and community need. Further requirements state that the light industry use is allowed if it meets one of two criteria. In relation to these criteria, staff makes the following findings. Italicized texts are the quoted standards.

Sec. 21-2-302. - General Standards for All Conditional Uses

(b) *Plan Implementation.* Currently sitting underutilized, renovating this space and filling it helps implement the Downtown Design Plan. Specifically, it will enhance the existing metal structure, because approval would require the applicant to meet the Downtown Design Standards found in **Sec. 21-4-804**, and reinforced by the objectives on pages 26 and 27 of the Downtown Design Plan, attached. In particular, the building will be re-clad with stucco and stone façade (see proposed building plan and "Ledgestone" example), windows will be added, and the entrance will be re-articulated. Further, the relocation frees up 500 Main Street, which is substantially more practical space for more traditional retail-type uses. Page 46 from the Downtown Plan, attached, specifically calls out two strategies that apply to this property:

- (1) "Consider amending the CBD land uses to permit, with limitations, type 2 retail and light industry (which could allow for maker spaces and artist studios). Limitations should restrict the number of these types of businesses on a single block face."

- (2) "Consider amending the Municipal Code to allow uses not currently allowed on the ground floor in the CBD Zone to fill vacant spaces if they meet certain metrics for transparency or visual interest. Prioritize filling vacancies over extensive use restriction."

The use will also help implement the Comprehensive Plan. Specifically, the request meets multiple goals as following:

Supporting Existing Business Retention and Expansion (Goal ED.2): The Comprehensive Plan has a dedicated goal to **retain existing businesses across all sectors and help them adapt and expand.**

Assisting with Site Identification and Relocation: While the business is already in the CBD, finding a *larger* building requires site identification.

Implementation notes for **Goal ED.5, Strategy C** (Identify vacant land suitable for retail, but the method is broadly applicable) and **Goal DT.7, Strategy A** (Choose one or two empty buildings in Downtown to position as catalyst sites) directly supports the business's need to find a suitable, larger building within the CBD.

Strategy C under Goal ED.7 involves **participating in and assisting with regional efforts to expand and improve telecommunications infrastructure and services.** This is critical for modern businesses, including those providing security services.

Supporting Workforce Development (Goal ED.3): Expanding typically requires additional or skilled employees.

Goal ED.3 aims to **improve the professionalism, knowledge, and abilities of the local workforce.**

(c) *Compatibility.*

(1) *Will be compatible with surrounding land uses.* The surrounding land uses are commercial in nature, including some offices. Crucially, the use is already established across the street and well-integrated with the adjacent uses. While this use is primarily *Light Industry*, it will also include a walk-in retail component similar to what is established at 500 Main Street. Therefore, general contractor's office would be compatible.

(2) *Is proposed for a location that is appropriate in terms of mitigating the impacts or risks of the use to the natural environment, or the environmental impacts or risks are mitigated through the design or the operation of the use.* There are no known risks to the environment at this site. However, the oldest parts of Alamosa – particularly near the railroad – do have a higher chance of contamination. Additionally, the site was once used as a dry cleaner, which also often have contamination. In cases such as this, "capping" and minimal ground disturbance is often the best precautionary method for mitigating these impacts. The proposed use does not disturb the soil in any appreciable way, which will continue the minimization of any risks, if there are any.

(3) *Will not materially detract from the character of the immediate area or negatively affect the anticipated development or redevelopment trajectory (for example, by creating a critical mass of similar conditional uses that is likely to discourage permitted uses by making the vicinity less desirable for them).* The renovation will mean the buildings character will be enhanced and will match more of the downtown building design than it currently does.

(d) *Community Need.*

(1) *Address a material need for the use in the community; or*

(2) Create jobs that are likely to pay more than the median wages for the region, or support a critical mass of related and mutually supportive land uses that promote economic development and opportunity.

The proposed project addresses community needs by creating employment opportunities, generating contract work, and fostering local supply purchases—all of which stimulate transactions within the local economy by utilizing local suppliers and contractors. Business expansion naturally leads to immediate job openings, and the relocation of operations will ensure this structure is fully utilized. While numerous potential investors have considered this property over the past three years, none were able to make it work—primarily due to the high costs associated with transforming the building. This project not only contributes to downtown economic development by repurposing an underutilized space, but also provides a more suitable location for diverse business opportunities and investments. The challenges in filling this building are likely due to the unique nature of the opportunity, where the owner maintains controlling interest in all the essential components needed to bring this vision to life.

Sec. 21-2-206(b)(2)(c) Light industry is allowed if:

(c) In the CBD zone by conditional use, if:

i. The use is Light Industrial type iii, iv, v, vi, x, or xii; or

ii. The use is in conjunction with and in service of a retail outlet at the same premises. The proposed use fulfills this section of code.

Additionally, staff took this request to the Main Street Advisory Committee on May 20th, 2025. While this body is not a decision-making entity, staff felt that their input was valuable given that the subject of this request is located within the CBD. The Main Street Advisory Committee unanimously supports this request.

Recommended Action:

Barring any substantial evidence contrary to staff's findings, staff recommends that Planning Commission **APPROVE** the request for the conditional use permit for a light industry use in the CBD. Note, while Planning Commission issues the decision on this request, this decision is then ratified by City Council.

Sample findings and motion. Motions are provided for suggestion and as a template only, and are not required to be followed:

*I find that the request to allow a light industry use in the CBD with a conditional use permit is **compliant** with the standards outlined in **Sec. 21-7-204**. Therefore, I move to **approve** the request.*

Alternatives:

The following is a non-exclusive list of actions that Planning Commission may take.

(Recommended action) Planning Commission may **approve** the request without any conditions, if it finds there are no adverse impacts needing to be mitigated.

Planning Commission may choose to **approve with conditions** the conditional use permit request, so long as those conditions are reasonably tied to the request.

Planning Commission may **deny** the request if it finds the request does not meet the standards for which a conditional use permit can be approved. If Planning Commission decides to deny the request, it must provide findings of fact outlining how the request does not meet those standards.

The result of denial will mean a new use will need to be found for the building.

These decisions are all subject to ratification by City Council on June 4th, 2025.

Relevant Code:

Article II. – Zones and Land Use

Sec. 21-2-302. - General Standards for All Conditional Uses

(a) **Generally.** All conditional uses shall meet the standards of this Section related to plan implementation, compatibility, and community need.

(b) **Plan Implementation.** The proposed conditional use in its proposed location will not conflict with the implementation of current adopted plans of the City, including, but not limited to, the Comprehensive Plan;

(c) **Compatibility.** The conditional use:

(1) Will be compatible with surrounding land uses;

(2) Is proposed for a location that is appropriate in terms of mitigating the impacts or risks of the use to the natural environment, or the environmental impacts or risks are mitigated through the design or the operation of the use; and

(3) Will not materially detract from the character of the immediate area or negatively affect the anticipated development or redevelopment trajectory (for example, by creating a critical mass of similar conditional uses that is likely to discourage permitted uses by making the vicinity less desirable for them).

(d) **Community Need.** The conditional use, in the proposed location, will:

(1) Address a material need for the use in the community; or

(2) Create jobs that are likely to pay more than the median wages for the region, or support a critical mass of related and mutually supportive land uses that promote economic development and opportunity.

Sec. 21-2-206. - Industry, Transportation, Storage, and Disposal Land Use Table

(a) **Generally.** The Industry, Transportation, Storage, and Disposal Land Uses are set out in Table 21-2-206A, *Industry, Transportation, Storage, and Disposal Land Uses*.

TABLE 21-2-206A INDUSTRY, TRANSPORTATION, STORAGE, AND DISPOSAL LAND USES												
Land Use	Zones											Ref.
	EN	RE	RL	RM	RH	MU	CB	I	CBD	CA	A	
Industry												
Heavy Industry	-	-	-	-	-	-	-	L	-	L	-	(b)(1)
Light Industry	-	-	-	-	-	L	L	P	C	L	-	(b)(2)
Marijuana or Natural Medicine Testing Facility Testing Facility ³⁷	-	-	-	-	-	-	-	C	-	C	-	(b)(3)
Resource Extraction, Minerals	-	-	-	-	-	-	-	L	-	-	P	(b)(4)
Resource Extraction, Oil and Gas	-	-	-	-	-	-	-	-	-	-	P	-
Transportation												
Airport	-	-	-	-	-	-	-	C	-	-	L	(b)(5)
Heavy Logistics	-	-	-	-	-	-	-	L	-	-	-	(b)(6)
Helistop	-	-	-	-	-	-	-	C	-	L	L	(b)(7)
Storage												
Outdoor Storage Yard	-	-	-	-	-	-	-	L	-	L	-	(b)(8)
Self-Storage	-	-	-	-	-	L	P	P	-	L	-	(b)(9)
Disposal												
Salvage or Junk Yard	-	-	-	-	-	-	-	C	-	-	-	(b)(10)

(b) **Industry, Transportation, Storage, and Disposal Use-Specific Standards.**

(2) **Light Industry.** Light industry is allowed if:

- (c) In the CBD zone by conditional use, if:
 - i. The use is Light Industrial type iii, iv, v, vi, x, or xii; or,
 - ii. The use is in conjunction with and in service of a retail outlet at the same premises.

Sec. 21-4-804. - Downtown Design Standards.

(a) **Purpose and Intent.** The purpose of the downtown design standards is to promote the long-term economic prosperity of Downtown Alamosa as a vital, pedestrian-friendly urban center for government, culture, office, finance, tourism, specialty shopping, dining, and entertainment. These standards are intended to promote:

- (1) Safe and convenient pedestrian circulation,
- (2) Complementary new development and redevelopment that respects the existing character and historic qualities of Downtown Alamosa;
- (3) Adaptive re-use of existing historic buildings; and
- (4) Coordinated design to sustain and further encourage a cohesive downtown core.

(b) **Applicability.** This Section applies to all development (hereafter referred to as “renovations/development”) within the CBD zone that affects the exterior of properties that are visible from public ways, including alterations, renovations or additions to and replacement of existing buildings, new construction, the erection of a sign, or that involves site disturbance.

(c) **Building Setbacks and Frontage.** Buildings shall reinforce the traditional building alignment found on the same block. Such alignments vary within the downtown, as follows:

- (1) Buildings that are located on the following street segments shall be built to the front property line along 100 percent of the street frontage (except at recessed building entries or upper-story step-backs):

- a. 400 through 700 blocks of Main Street; and
- b. 300 through 500 blocks of State Avenue.

- (2) Where buildings are built to the front property line as required by subsection (c)(1), above, recessed building entrances shall be provided for principal public entrances to ground floor uses. Such recessed building entrances are allowed elsewhere in the CBD zone if historically used in the immediate area.

- (3) In areas of the CBD zone not specifically described in subsection (c)(1), above, buildings shall be constructed to the established building line.

(d) **Building Mass, Form, and Orientation.** New development, redevelopment, and additions to existing buildings shall be consistent with the traditional mass, scale, orientation, fenestration, and architectural character of the existing buildings in the CBD zone within the immediate area (except buildings with single-family form), as follows:

- (1) Building forms shall be comparable to those seen traditionally on the same block. Simple rectangular solids are typically appropriate.

- (2) Building widths shall appear to be similar to those found historically on the same or adjacent blocks. Buildings that are wider than the traditional pattern shall be designed to appear as a series of individual buildings that fit into the traditional pattern (for buildings that are located on corners, this standard applies only to the primary street frontage).

- (3) Facade proportions shall reinforce those present on historic buildings that are visible from the subject property and the street in front of the subject property, as follows:

- a. The ratio of the width to height of the building shall appear to be maintained with respect to renovations to existing buildings, such that:

- i. Expansions of building that extend the building frontage more than 10 feet in horizontal width shall be designed so that addition to the building appears to be a separate building.
 - ii. Expansions of the building that add a floor to the building shall be designed so that the vertical addition is stepped back from all vertical building planes along street frontages not less than one foot for each additional foot in height that the addition adds to the building.
- b. All renovation and development construction shall maintain the original proportions of the facades and storefront openings, including the spacing of storefront bays to one another, in a manner that is consistent with the historic buildings within the downtown.
- c. The facades of buildings shall include architectural treatments and details that are commonly used on traditional or historic storefronts in Alamosa. Such treatments and details include parapets or cornices, sign bands, upper-story windows, awnings, display windows, and kickplates below display windows. New buildings may utilize contemporary interpretations of traditional or historic treatments and details.
- (4) No area of blank wall shall be larger than 20 feet wide or 12 feet high.
- (5) Roof forms shall be consistent with those of existing and traditional buildings that are visible from the subject property and the street in front of the subject property.
- (6) The standards of this Subsection (d) shall not apply to modifications of single-family detached residential building forms, unless the applicant proposes to change the essential form of the building to a commercial building form. If a single-family detached building form is maintained, the building and roof forms and proportions shall be comparable to the existing building or comparably-aged residential buildings within a one-quarter mile radius. For example, large expanses of glass, such as oversized display windows, or false building fronts are inappropriate on single-family detached residential building forms that are used for commercial purposes.

(e) Building Materials.

- (1) On existing buildings, historical cladding materials shall be maintained, repaired, or replaced in-kind wherever feasible. For example, a brick facade shall generally be maintained, repaired, or replaced with brick, and not stucco or other material.
- (2) New construction shall use exterior cladding materials that are consistent with traditional or historic downtown buildings in terms of texture, color, scale, durability, and quality. Such materials may include brick, stone, historically appropriate ornamental pressed metal, wood, and stucco.
- (3) Exterior renovations to existing buildings shall utilize cladding materials that are consistent with the historic materials original to the structure.
- (4) The following shall not be used as primary cladding materials:
 - a. Smooth-faced concrete block;
 - b. Tilt-up concrete panels;
 - c. Vinyl siding;
 - d. Corrugated, "R-panel," "U-panel," or standing-seam metal panels; or
 - e. Exterior insulation finishing systems ("EIFS").

(f) Building Access. If a subject property is located on a corner lot within the CBD zone, it shall provide access at the corner or along both the primary street and the side (or "secondary") street. Display windows or outdoor seating areas may be provided along the side or secondary street in lieu of (or in addition to) building access in that location.

(g) Off-Street Parking.

- (1) Where parking is provided on-site and in conjunction with a building, all parking shall

be located at the rear or to one side of the building. To the maximum extent feasible, ingress and egress to parking lots shall be from an alley.

(2) Parking that is located to the side of the building shall be buffered from the public sidewalk (except at points of vehicular ingress and egress) with a three-foot high masonry wall that includes a “seat wall” component that is between 18 and 20 inches high (including the cap) and at least 12 inches in depth (at the cap). If the parking lot is accessed from the street, the wall shall be set back three feet from the public sidewalk.

(3) Parking structures shall be integrated with the architectural character of surrounding buildings.

a. To the maximum extent practicable, where parking structures front on streets, retail and other uses along ground floor frontage should be provided to minimize interruptions in pedestrian interest and variety.

b. Where such uses are not practicable, parking structures shall be designed so that the use of the building for parking is not obvious (except at points of vehicular ingress and egress) from the building’s architecture and finishes.

(h) Pedestrian Amenities and Streetscape.

(1) Street-facing yards, if larger than 10 feet in depth and 500 square feet in area and not used for parking, shall be landscaped with:

a. One tree per 1,000 square feet (dropping fractions); and

b. Shrubs, perennials, bulbs, a seeded or sodded lawn, hardscaped (e.g., brick pavers) plazas, fountains, sculptures, or xeriscaping.

(2) Sidewalks shall be provided in all areas of Downtown Alamosa. Sidewalks shall be constructed in such a way as to maintain continuity and historical character of the street.

(3) Pedestrian-scaled streetscape elements that create visual interest at the sidewalk edge, such as awnings, canopies, planters, seating, and displays may be allowed to encroach upon the portion of the right-of-way used for a sidewalk, subject to a revocable license executed by the City and the owner of the subject property.

ATTACHMENTS:

Description	Type
❑ Plan Set	Backup Material
❑ Location Map	Backup Material
❑ Owner Request Narrative	Backup Material
❑ Ledgestone Example	Backup Material
❑ Downtown Plan Extract	Backup Material
❑ Comp Plan Extract	Backup Material
❑ Fence Example	Backup Material

PROJECT DATA	
PARCEL #	541310110008
SITE ZONING:	CBD, COMMERCIAL BUSINES DISTRICT,
LAND USE	LIGHT INDUSTRY
SITE AREA	0.34 ACRES
TOTAL SQUARE FOOTAGE:	8043 SF
AREA OF REMODEL	4107 SF
TOTAL AREA HEATED	HEATED= 1921 SF
TOTAL OCCUPANT LOAD	37 OCCUPANTS
OCCUPANCY USE	MIXED- MERCANTILE,F-1,B- NONSEPERATED
CONSTRUCTION TYPE	TYPE VB
	NON SPRINKLERED

AB	ANCHOR BOLTS
B. Plate	Bottom Sill Plate
BLK	BLOCK
BR	Bedroom
CDPHE	Colorado Department of Public Health and Environment
Conc.	Concrete Cement product
FT	Feet
Horz.	Horizontal orientation
IN	Inch
Ins.	Insulation
Max.	Maximum
MBA	Master Bathroom
MBR	Master Bedroom
MCL	Master Closet
Min.	Minimum
O.C.	On Center
OSB	Oriental Strand Board, Sheathing
OSWTS	On Site Waste Treatment System
Req.	Required
RU	Rural Zone
S.S.T.	Simpson Strong Tie product
T&G	Tongue and Groove
Typ.	Typical
Vert.	Vertical orientation

SHEET INDEX	
NAME	SHEET NUMBER
COVER SHEET	
SITE PLAN	c 1.0
LIFE SAFETY PLAN	G 1.0
DEMO PLAN	A 1.1
FIRST FLOOR	A 1.2
EVELVATIONS	A 2.1
REFLECTED CEILING PLAN	A 2.2
CROSS SECTION 1	A 4.1
CROSS SECTION 2	A 4.2
SCHEDULE	A 6.1
STRUCTURAL NOTES	S 1.0
PEMB DOOR RELOCATION DETIALS	S 1.1
HVAC SCHEMATIC	M 1.0

- I. APPLICABLE CODES: 2018 INTERNATIONAL BUILDING CODE 2018 INTERNATIONAL MECHANICAL CODE 2018 INTERNATIONAL ENERGY CONSERVATION CODE 2023 NATIONAL ELECTRIC CODE 2021 INTERNATIONAL PLUMBING CODE, INTERNATIONAL EXISTING BUILDING CODE, ADA STANDARD 2010
- II. GENERAL/CONTRACT REQUIREMENTS:

A. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN ON DRAWINGS AT THE JOB SITE AND SHALL NOTIFY ARCHITECT OF ANY DISCREPANCIES, OMISSIONS, AND/OR CONFLICTS BEFORE PROCEEDING WITH THE JOB.

B. ANY CHANGE WHICH RESULTS IN EXTRA COST SHALL NOT PROCEED WITHOUT WRITTEN AUTHORIZATION BY THE OWNER.

C. CONTRACTOR MUST COMPLY WITH ALL RULES AND REGULATIONS OF AGENCIES HAVING JURISDICTION AND SHALL CONFORM TO ALL CITY, COUNTY, STATE AND FEDERAL CONSTRUCTION, SAFETY, AND SANITARY LAWS, CODES, STATUTES AND ORDINANCES. ALL FEES, TAXES, PERMITS, APPLICATIONS AND CERTIFICATES OF INSPECTION, AND THE FILING OF ALL WORK WITH GOVERNMENTAL AGENCIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR OR OWNER PER CONTRACT.

D. ALL WORK SHALL BE PERFORMED BY SKILLED AND QUALIFIED WORKMEN IN ACCORDANCE WITH THE BEST PRACTICES OF THE TRADES INVOLVED. EACH TRADE WILL PROCEED IN A FASHION THAT WILL NOT DELAY THE TRADES WORKING SIMULTANEOUSLY OR FOLLOWING THEM.

E. ALL WORK AND MATERIALS SHALL BE GUARANTEED AGAINST DEFECTS FOR A PERIOD OF AT LEAST ONE (1) YEAR FROM APPROVAL FOR FINAL PAYMENT.

F. UPON COMPLETION OF WORK THE CONTRACTOR SHALL WALK THROUGH WITH OWNER/ARCHITECT AND COMPILE A "PUNCH LIST" OF CORRECTIONS AND UNSATISFACTORY AND/OR INCOMPLETE WORK. FINAL PAYMENT WILL BE CONTINGENT UPON THE COMPLETION OF THESE ITEMS.

G. SIGNED AND SEALED SHOP DRAWINGS SHOWING TRUSS CONFIGURATION WITH MEMBER SIZES AND CONNECTIONS, TRUSS LAYOUT WITH PIECE MARKS, REQUIRED TRUSS TO TRUSS CONNECTIONS, DESIGN LOADS, DURATION FACTORS AND ERECTION DETAILS MUST BE SUBMITTED FOR REVIEW PRIOR TO FABRICATION. IF REQUIRED, SUBMIT COPIES TO THE BUILDING DEPARTMENT AT TIME OF PERMITTING.
- III. PROJECT LAYOUT REQUIREMENTS:

A. DO NOT SCALE DRAWINGS - DIMENSIONS GOVERN. LARGER SCALE DRAWINGS SHALL GOVERN SMALLER SCALE DRAWINGS.

B. DIMENSIONING IS AS FOLLOWS, UNLESS OTHERWISE NOTED: CENTERLINE OF COLUMNS FACE OF CONCRETE FACE OF MASONRY EXTERIOR FACE OF STUD AT EXTERIOR STUD WALLS FACE OF STUD AT INTERIOR STUD WALLS CENTER OF WINDOW/DOOR OPENINGS

C. ALL WALL THICKNESS SHOWN ARE NORMAL.

D. ALL FINISH FLOOR ELEVATIONS ARE TO TOP OF SLAB OR TOP OF SHEATHING, U.N.O.

E. ALL STEPS SHALL HAVE 7" MAXIMUM RISERS AND 11" MINIMUM TREADS U.N.O OR SPECIFIED DIFFERENTLY ON THE DRAWINGS.

F. ALL INTERIOR COMPONENTS - DOORS, CASEWORK, CABINETRY, MILLWORK, FIXTURES, RAILINGS, COLUMN COVERS, APPLIANCES AND MATERIAL FINISHES ARE TO BE SELECTED BY OWNER & INTERIOR DESIGNER AT CONSTRUCTION.

G. ALL INTERIOR FEATURES SHOWN ARE CONCEPTUAL. VERIFY SHAPE, HEIGHT, AND DISTANCE OFF FINISH FLOOR WITH OWNER & INTERIOR DESIGNER AT CONSTRUCTION PHASE
- IV. PROJECT CONSTRUCTION REQUIREMENTS:

A. FOLLOWING ARE MINIMUM INSULATION REQUIREMENTS: EXISTING INSULATION AS PROVIDED, VAPOR BARRIER AT THE WARM SIDE AT ALL FIBER/BLANKET INSULATION.

B. ALL ATTICS AND CRAWL SPACES SHALL BE VENTED PER IBC REQUIREMENTS.

C. ALL FRAMED WALLS SHALL HAVE AN EXTERIOR MOISTURE BARRIER AS FOLLOWS: TYVEK OR EQUAL AT WOOD SIDING OR HARDI-PLANK SIDING ONE LAYER 30# FELT AT MASONRY VENEER. TWO LAYERS 15# FELT AT STUCCO.

D. ALL WINDOWS SHALL BE FLASHED PER THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.

VI. PROJECT WORKMANSHIP:

A. ALL WORK SHALL BE ERECTED AND INSTALLED PLUMB, LEVEL, SQUARE, TRUE AND IN PROPER ALIGNMENT.

B. ALL MATERIALS SHALL BE NEW, UNUSED AND OF THE HIGHEST QUALITY IN EVERY RESPECT, UNLESS OTHERWISE NOTED. MANUFACTURED MATERIALS AND EQUIPMENT SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND INSTRUCTIONS.

C. THERE SHALL BE NO SUBSTITUTION OF MATERIALS WHERE A MANUFACTURER IS SPECIFIED. WHERE THE TERMS "EQUAL TO" OR "APPROVED EQUAL" ARE USED, THE ARCHITECT SHALL DETERMINE EQUALITY BASED ON INFORMATION SUBMITTED BY THE SUBCONTRACTOR.

D. SUBCONTRACTOR SHALL BE RESPONSIBLE FOR CUTTING AND PATCHING REQUIRED FOR HIS WORK.

E. SUBCONTRACTOR SHALL AT ALL TIMES KEEP THE PREMISES FREE OF ACCUMULATION OF WASTE MATERIALS OR RUBBISH. PREMISES TO BE SWEPT CLEAN DAILY OF RELATED CONSTRUCTION DEBRIS. AT THE COMPLETION OF THE WORK, LEAVE THE JOB SITE FREE OF ALL MATERIALS AND BROOM CLEAN.

F. PATCH ALL AREAS WHERE FLOOR IS NOT LEVEL OR TRUE PRIOR TO THE INSTALLATION OF FLOORING OR CARPETING.
- # BILLING'S OFFICE REMODEL
- 432 MAIN STREET
ALAMOSA CO 81101
- OCCUPANCY CLASSIFICATIONS:

1. MERCHANTILE RETAIL, S-1 LOW HAZARD STORAGE, BUSINESS

2. TYPE OF CONSTRUCTION= TYPE V B, NON SPRINKLERED,

3. ALLOWABLE AREA= 9000 SF, ACTUAL AREA = 5989

4. MIXED USE NON SEPERATION OF COOPANCIES TABLE 508.4
- | | |
|---|---|
| Design Criteria | Wind Loads |
| Occupancy Category..... MERCHANTILE,S-1 STORAGE | Wind Speed.....115mph(v) |
| Dead Loads | Exposure Category.....C |
| Roof.....15 psf | |
| Floor Slab 40 psf | |
| Roof Collateral Load 10 psf | |
| Live Loads | Seismic |
| Roof.....28 psf | Seismic Importance Factor (I).....1.00 |
| Floor..... 50 psf | Seismic Design Category.....C |
| | Soil Site Class.....D Stiff Soil |
| | Ss.....0.337 g |
| | Sds0.344 g |
| | S1.....0.111g |
| | Sd1.....0.176 g |
| Snow Loads | |
| Ground Snow.....30 psf | |
| Snow Importance Factor (I)....1.10 | |
| Snow Exposure Factor (Ce).....1.00 | |
| Thermal Factor (Ct).....1.00 | Soil Allowable Pressure 1500 PRESSUMITIVE |
- Earthwork

1. Site preparation for the building pad shall consist of removal of, vegetation, organic matter and any additional material necessary. NO NEW STRUCTURAL PADS REQUIRED FOR THIS PROJECT.

2. Subgrade shall be proof rolled with a heavy rubber-tired vehicle. Contractor shall make at least two complete passes over the entire area with the second pass perpendicular to the first.

3. Subgrade shall be scarified and conditioned to the ground water depth and then recompacted to between 95 and 100 percent of the maximum dry density as determined by the standard proctor density test (ASTM D698).

4. Select fill material for the building pad shall be granular material

5. Select fill shall be tested for the Atterberg limits in accordance with ASTM D4318 Method B.

6. Site shall be graded to provide positive drainage away from the building pad.

7. Plumbing and utility trenches within the building pad shall have piping embedded on a six inch minimum stabilized sand and with a four inch minimum fill all around. Protect pipes and conduits running through the slab with ½ inch expansion material.
- Foundations

1. Prepared grade area under building slab and grade beams shall be covered with a 10 mil water vapor retarder meeting the requirements of ASTM E 1745, Class A of better with a maximum water permeance of 0.01 perms when tested in accordance with ASTM E96. The water vapor retarder shall be installed and lapped and taped in accordance with the requirements of ASTM 1643. Penetrations shall be sealed in accordance with the manufacture's recommendations.

2. Conduits shall not be placed in the slab. Conduits shall be placed in the select fill material beneath the water vapor retarder.

3. All footings shall be consolidated with a concrete vibrator as per the requirements of ACI 318 and 308R.

4. Minimum rebar cover for concrete shall be as follows:

a. Cast against earth..... 3"

b. Exposed to earth: No. 5 and smaller.....2-1/2"

No. 6 and greater.....3"

c. Slab on Grade.....2"

No. 6 and greater.....3"

- Concrete
1. Standards: ACI Specification for structural concrete 301, ACI 318 and Commentary ACI 318R; plus ACI 302 latest editions.
2. Formwork per ACI guide 347-19 and SP-4 latest editions
3. Reinforcing per ACI specification for structural concrete 301-10, CRSI Manual of Standard Practice and WRI Design of slab on grade foundations latest editions
4. Concrete Reinforcing Materials shall conform to the following:

a. Typical bars.....ASTM 615 Grade 60

b. No. 3 bars.....ASTM 615 Grade 40

c. Deformed bars.....ASTM A1064 Grade 70

d. Welded wire reinforcementASTM A1064

5. All reinforcing materials must be supported and held in place using steel wire bar supports in accordance with CRSI.

6. Welding of rebar is not allowed unless noted on the drawings.

7. Minimum clear concrete cover shall be as follows unless noted otherwise:

a. Concrete cast directly against earth - three inches

b. Concrete exposed to weather or earth - two inches

c. Concrete slab on grade - 1-1/2 inches

8. All continuous reinforcement shall lap a minimum of 40 bar diameters.

9. Concrete mixture must be normal weight type (145 pcf) and designed per ACI 318-14 with 3000 psi (w/c - 0.50 max)

10. Form removal shall not take place until the concrete has reached 70 percent of the specified 28-day compressive strength. Concrete footings and slab shall be cured for a minimum of 14 days before work can commence on them.

11. Control joints shall be saw cut 3/16 inch wide and 1 inch deep. Control joints shall be located to limit the frequency of random cracks in the concrete slab, and at maximum spacing of 15 feet. Locate and install in accordance with ACI R "Design of Slabs on Ground". Joint shall be filled with a self-leveling sealant.

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6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

719.588.4402

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PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

OWNER/PROJECT NAME

NONIE PROPERTIES INC
JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

PLANS SET DATE

4-26-2025

FLOOR PLAN

SHEET #

HUNT AVENUE

MAIN STREET

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STRUCTURE
LLC

6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

719.588.4402

DRAFT

PROJECT LOCATION

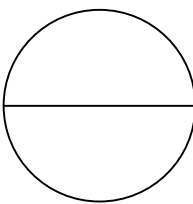
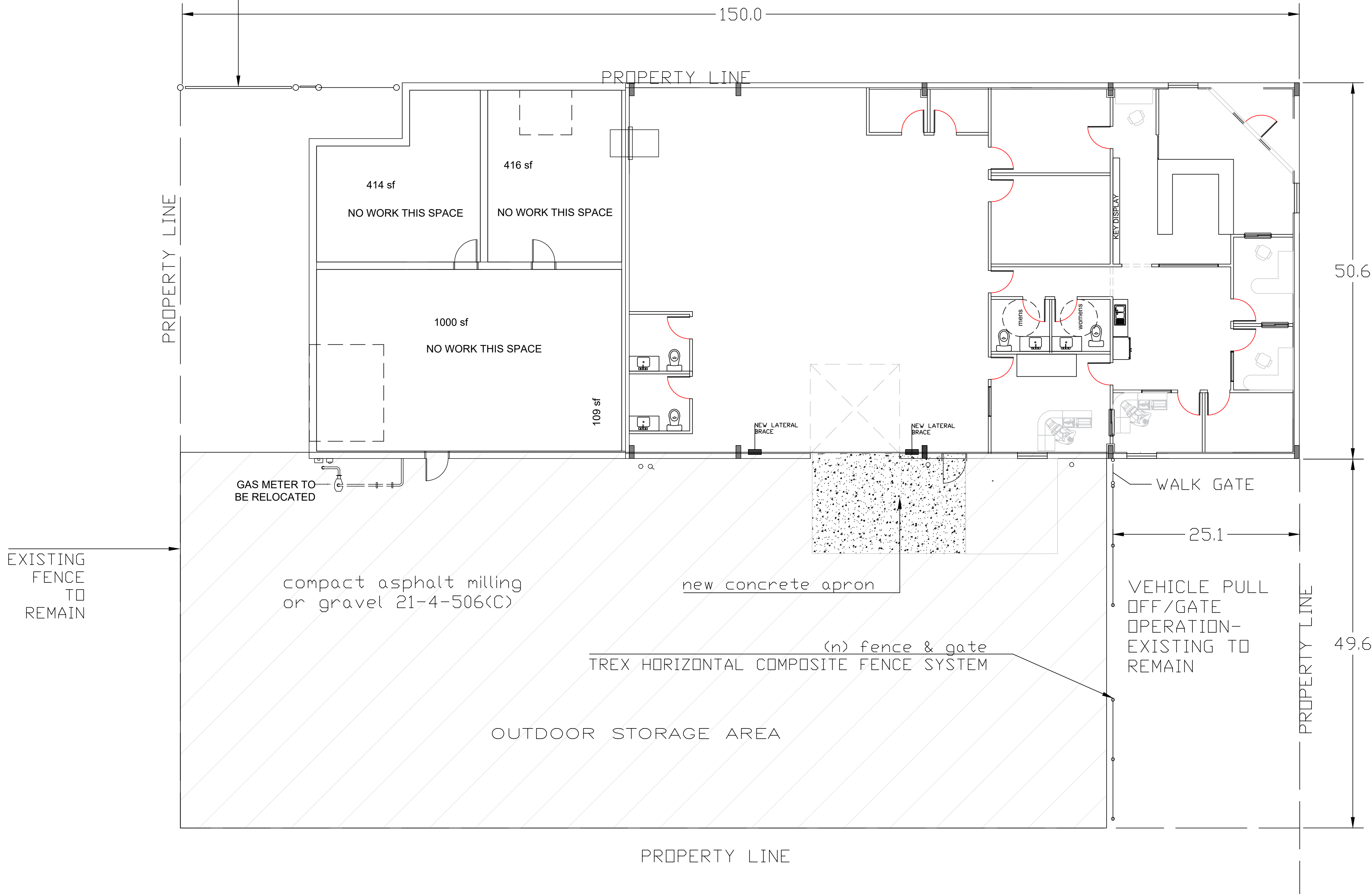
OWNER/PROJECT NAME

PLANS SET DATE

3-25-2025

SHEET #

(N) fence and gate
CHAIN LINK W/SLATE



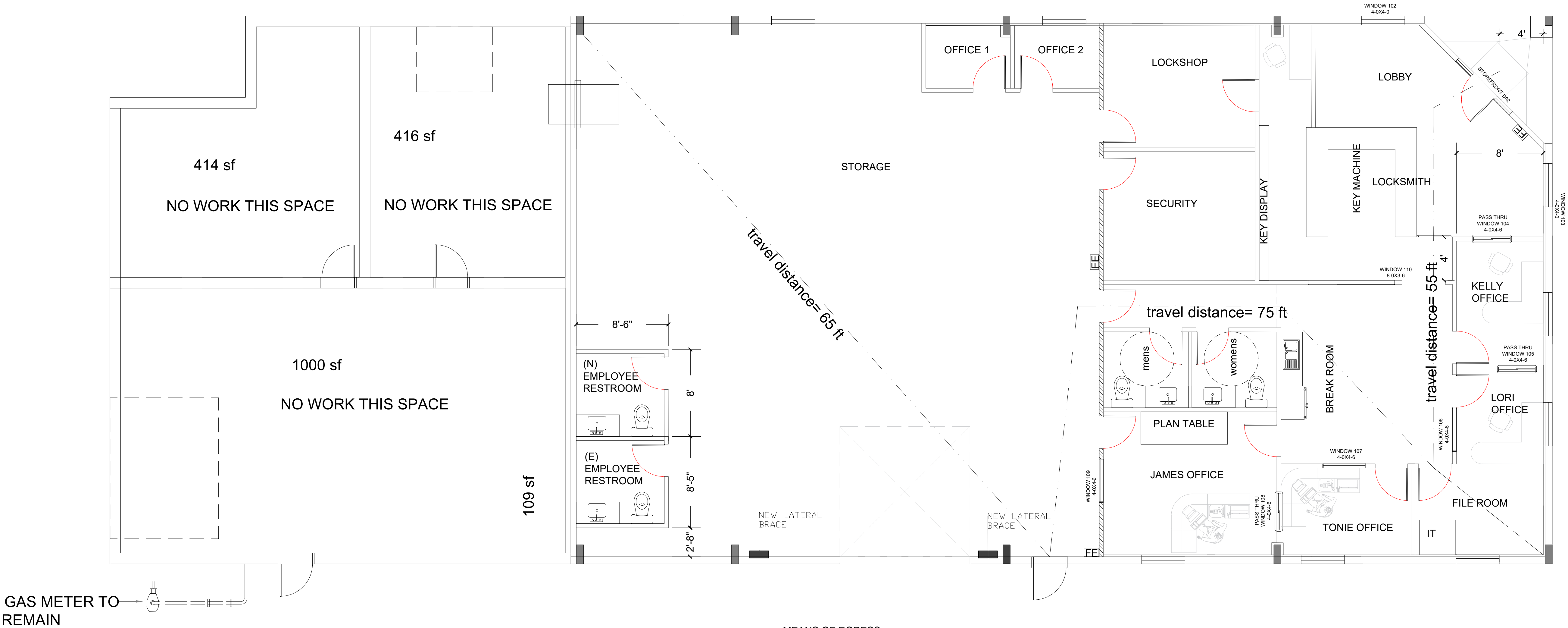
concept SITE PLAN

SCALE: 1/8" = 1FT

ZONE: CENTRAL BUSINESS DISTRICT (CBD)
LAND USE: RETAIL SALES TYPE 1, LIGHT
INDUSTRY (TABLE 21-2-204)
COMMON AREA = 575 SF
RETAIL SPACE INTERIOR = 641 SF
INDUSTRIAL INTERIOR = 6814 SF
INDUSTRIAL EXT. STORAGE=6283 SF

PARKING:
Old use - Professional or business office --3sp/1000sf
New Use (21-5-203(f)) - Light Industry -- 2 sp/1000sf
SF - 8030 sf

Previous parking demand 24 ---New parking demand 16
No increase in demand under 21-7-405(b), no additional parking required.



GAS METER TO
REMAIN

OCCUPANCY LOAD CALCULATIONS				
LOCATION/ROOM	AREA (S.F.)	OCCUPANT LOAD FACTOR (ICC TABLE 1004.5	FUNCTION OF SPACE	OCCUPANT COUNT
OFFICE 1	45	150 gross	BUSINESS AREA	1
OFFICE 2	45	150 gross	BUSINESS AREA	1
LOCK SHOP	180	150 gross	BUSINESS AREA	2
SECURITY	190	150 gross	BUSINESS AREA	2
CORRIDOR	64	--		
MEN'S RESTROOM	55	--		
WOMENS RSTM	55	--		
JAMES OFFICE	211	150 gross	BUSINESS AREA	2
TONIE OFFICE	96	150 gross	BUSINESS AREA	1
FILE ROOM	95	150 gross	BUSINESS AREA	1
LORI OFFICE	71	150 gross	BUSINESS AREA	1
KELLY OFFICE	93	150 gross	BUSINESS AREA	1
BREAK ROOM	260	200 gross	KITCHEN	2
LOBBY	461	60 gross	MERCHANTILE	3
(N)STORAGE	2097	300 gross	MERCHANTILE,STORAGE,STOCK,SHIPPING AREA	8
(N) EMPLY RSTM	68	--		
(E) EMPLY RSTM	73	--		
(E) STORAGE	1830	300 gross	MERCHANTILE,STORAGE,STOCK,SHIPPING AREA	7
TOTAL				37

- MEANS OF EGRESS:
- EXIT ACCESS REQUIRED 2, THREE PROVIDED.
 - EGRESS TRAVEL DISTANCE, WITHOUT SPRINKLER OL<49 = 75 FEET
 - NON SEPARATED MIX USE, M MERCANTILE, F1 LOW HAZARD STORAGE, B BUSINESS.
 - EXIT ACCESS LESS THAN 50 OCCUPANTS, MEANS OF EGREES DOOR SWING IN DIRECTION OF TRAVEL NOT REQUIRED (1010.1.2.1 IBC)
 - HAZARD CATEGORIES IN REGARD TO LIFE SAFETY AND MEANS OF EGRESS IS REDUCED FROM LEVEL 3 TO LEVEL 4. (IEBC), MEANS OF EGRESS EXCEEDS MINIM REQUIREMENTS OF LEVEL 2 ALTERATIONS.
 - ADA STANDARD 2010 (accommodations of commercial facilities title 3) ACCESSIBILITY, RAMP, LANDING CONSTRUCTION IS NOT FEASIBLE FOR REASON OF STRUCTURAL IMPRACTICALITY AND DISPROPORTIONATELY OF COST TO ALTER AREA DEEMED TO EXCEED 20% OF THE COST TO ALTER PRIMARY FUNCTION AREA. ALL EFFORT TO COMPLY TO THE EXTENT FEASIBLE IS APPLIED.

- FIRE PROTECTION AND LIFE SAFETY SYSTEMS:
- GROUP M FIRE AREA DOES NOT EXCEED 12,000 SQUARE FEET, NON SPRINKLER SYSTEM.
 - FIRE ALARM AND DETECTION SYSTEMS ARE NOT REQUIRED DUE TO APPLICABLE OCCUPANT LOAD, HEIGHT, AND NUMBER OR STORIES.
 - PORTABLE FIRE EXTINGUISHERS ARE PROVIDED NEAR THE LOCATIONS INDICATED AS (FE).

- OCCUPANCY CLASSIFICATIONS:
- MERCANTILE RETAIL, S-1 LOW HAZARD STORAGE, BUSINESS
 - TYPE OF CONSTRUCTION= TYPE V B, NON SPRINKLER,
 - ALLOWABLE AREA= 9000 SF, ACTUAL AREA = 5989
 - MIXED USE NON SEPARATION OF OCCUPANCIES TABLE 508.4

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6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

719.588.4402

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PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

OWNER/PROJECT NAME

NONIE PROPERTIES INC
JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

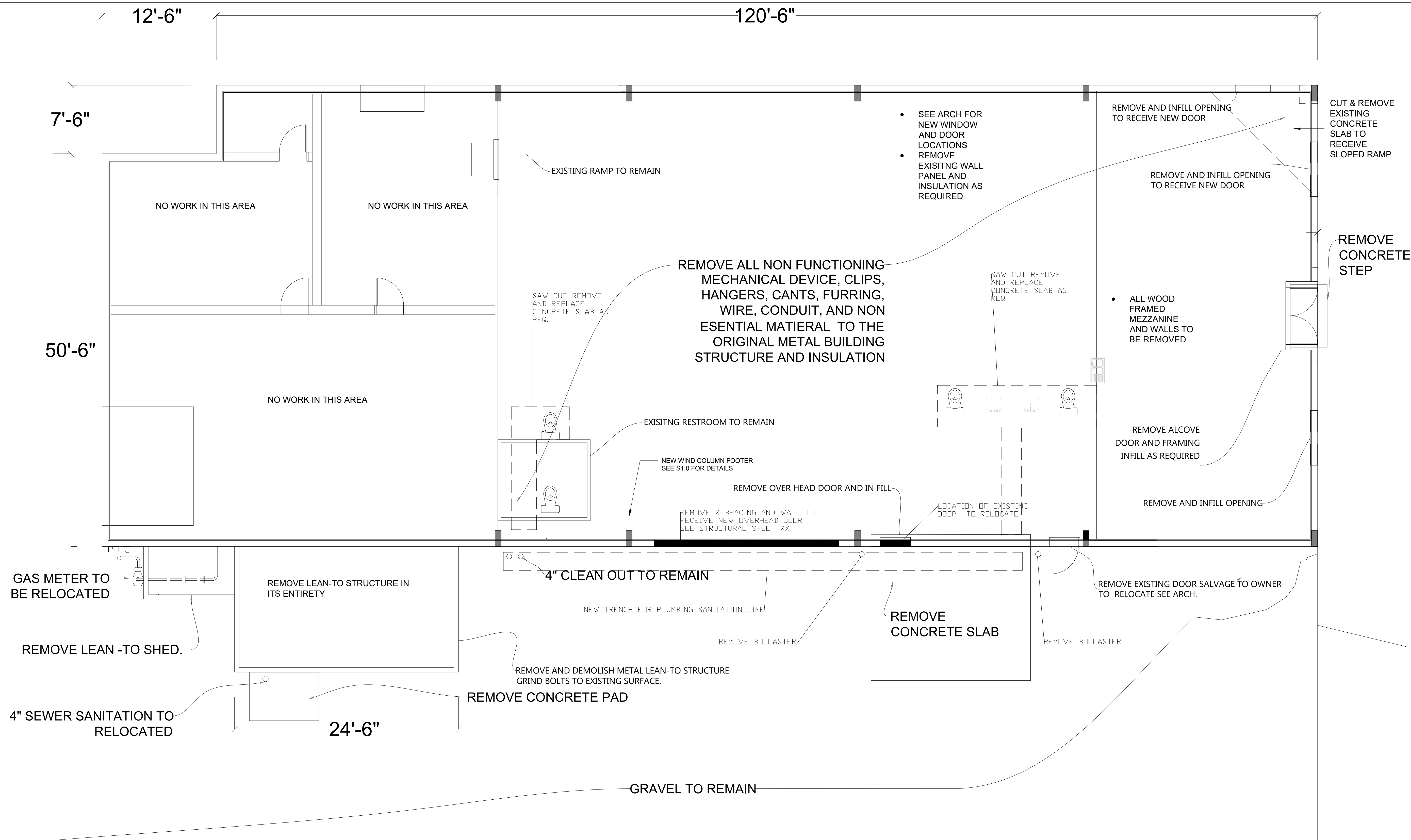
PLANS SET DATE

4-26-2025

LIFE SAFETY PLAN

SHEET #

G 1.0



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JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

PLANS SET DATE

4-26-2025

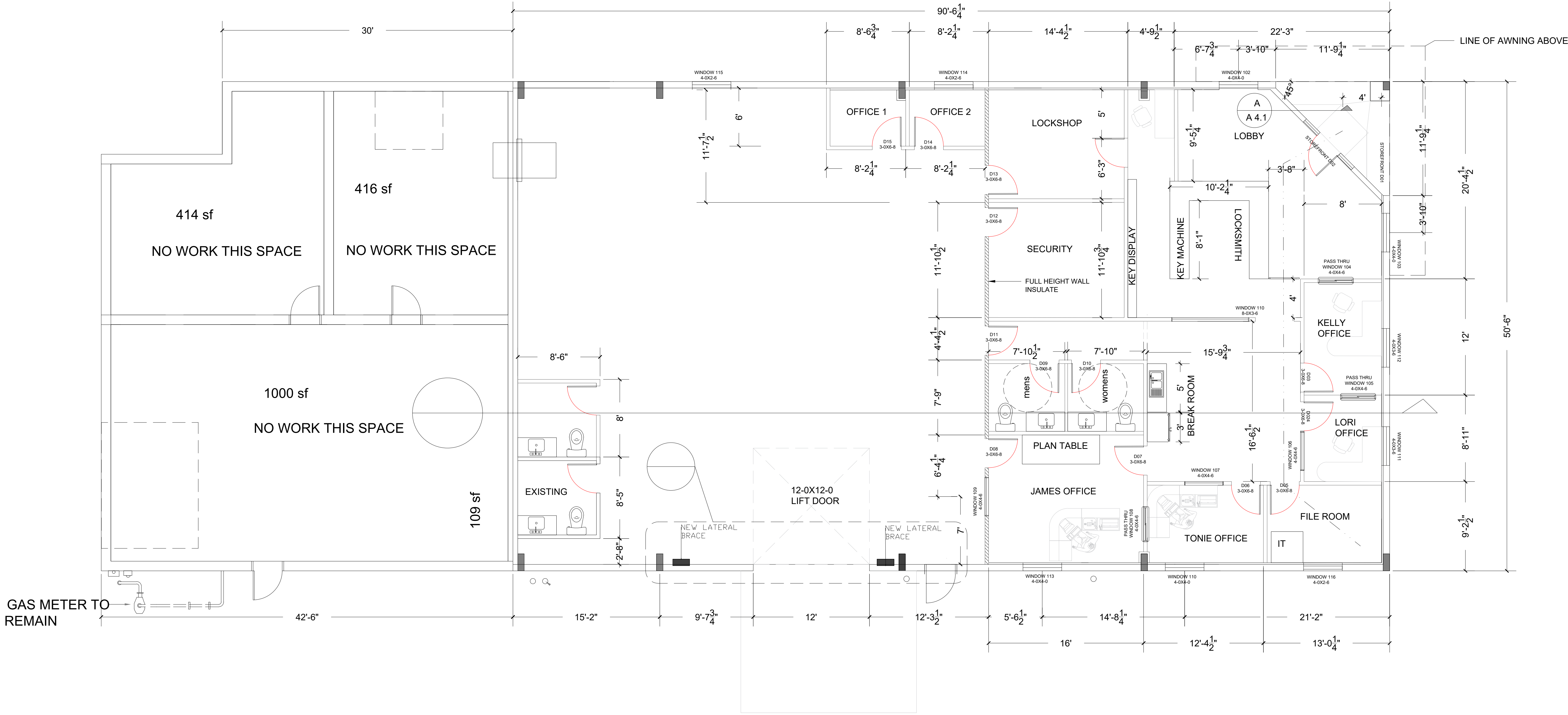
DEMO PLAN

SHEET #

A 1.1

CONCEPT FLOOR PLAN

3/16"=1FT SCALE



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ROAD 106.25
ALAMOSA CO 81101

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PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

OWNER/PROJECT NAME

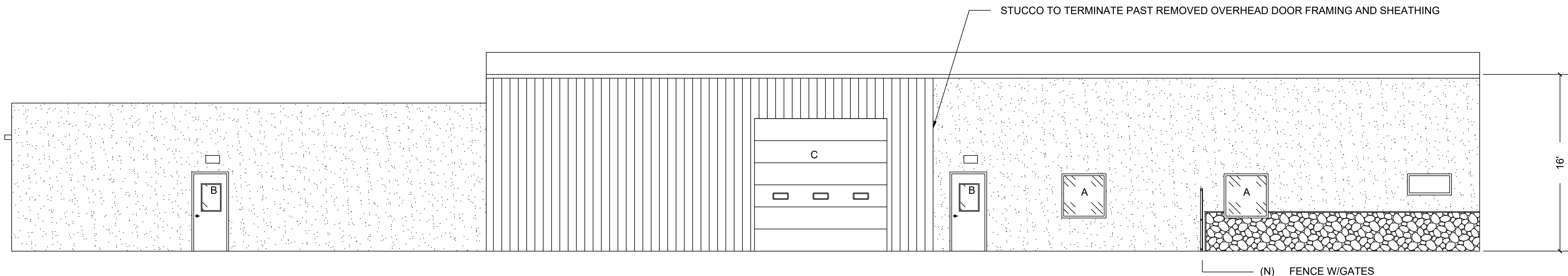
NONIE PROPERTIES INC
JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

PLANS SET DATE

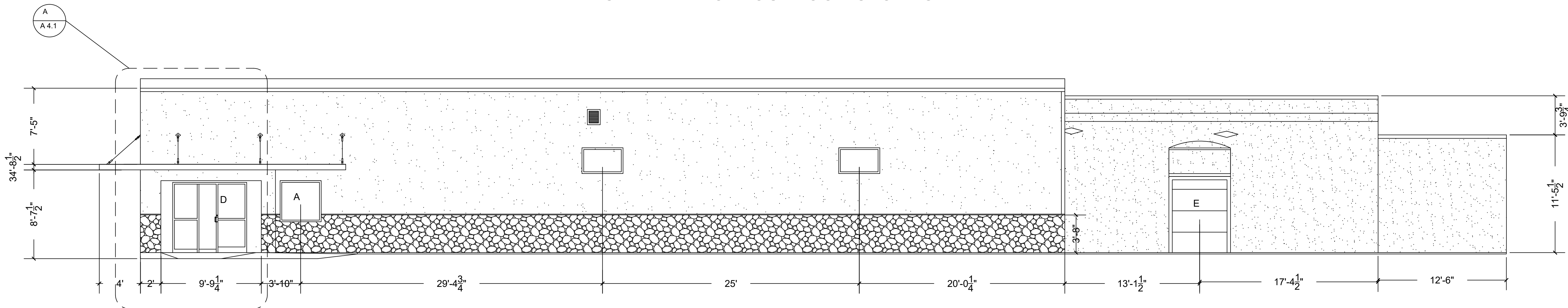
4-26-2025

FLOOR PLAN

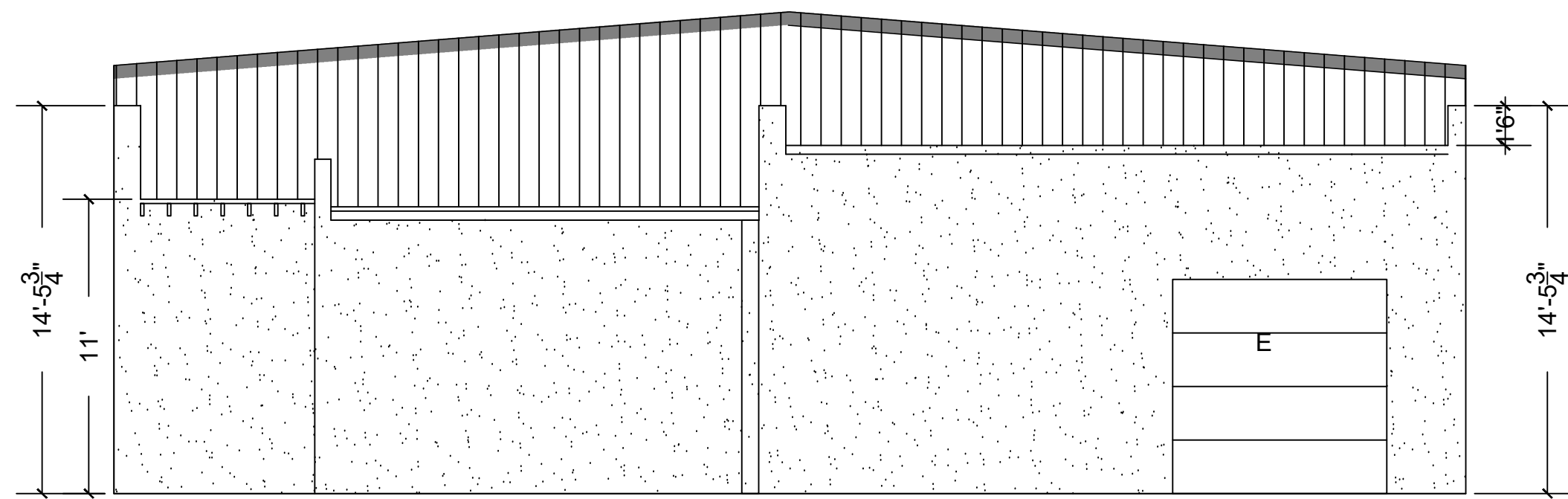
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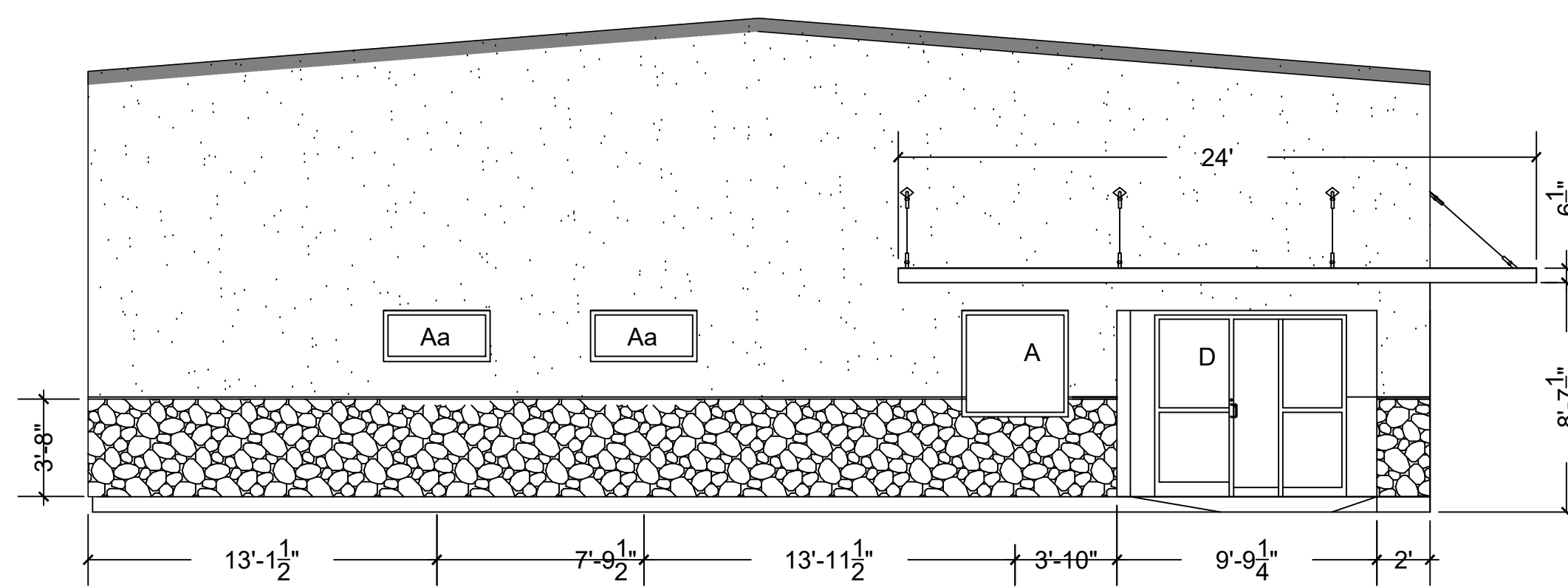
EAST ELEVATION- OUTDOOR STORAGE



WEST ELEVATION- HUNT AVENUE



SOUTH ELEVATION- ALLEY



NORTH ELEVATION- MAIN STREET

- GENERAL NOTES:
1. CONTRACTOR SHALL CONSULT THE CITY OF ALAMOSA DOWNTOWN DESIGN STANDARDS PRIOR TO SELECTION OF COLOR AND VERIFY WITH OWNER. PROVIDE SUBMITTAL, PRODUCT SAMPLES OR MUCK UP AS REQUIRED FOR OWNER APPROVAL.
 2. STUCCO- PORTLAND CEMENT PLASTER/ STUCCO-O-FLEX ELECTROMETRIC ACRYLIC FINISHES. PRE-BLENDED FIBER REINFORCED STUCCO IS A FACTORY-PREPARED PROPRIETARY MIXTURE OF PORTLAND CEMENT, AGGREGATES, AND OTHER PROPRIETARY INGREDIENTS. IT IS A FACTORY PROPORTIONED, FIBER REINFORCED PORTLAND CEMENT BASED STUCCO FOR TROWEL OR PUMP APPLICATION, FIELD MIXED WITH WATER. CONTRACTOR SHALL PROVIDE FOR APPROVAL MANUFACTURES SUBMITTAL PACKAGE TO MEET OR EXCEED A MIX OF NOT LESS THAN 1/2 TO 2 INCH IN LENGTH AND A RATE OF 2 LBS PER CUBIC FOOT CEMENTITIOUS MATERIALS. STUCCO-O-FLEX-INTERNATIONAL, INC OR EQUIVALENT.
 3. STONE VENEER- LEDGESTONE FAUXSTONE PANELS. WAINSCOT SERIES- DP2730. CONTRACTOR TO PROVIDE MANUFACTURE SAMPLE TO OWNER FOR APPROVAL PRIOR TO ORDER.
 4. UNDERLAY- CLADDING TO BE INSTALLED OVER 7/16 OSB SHEATHING FASTENED TO EXISTING METAL PANEL SIDING. PROVIDE EXTERIOR WATER BARRIER UNDERLAYMENT AT ALL SURFACES. TAPE AND SEAL WINDOW, DOOR FLASHING AND ALL THROUGH PENETRATIONS AS REQUIRED.
 5. CANAPY BY OWNER
 6. SIGNAGE PROVIDED AND INSTALLED BY OWNER, CITY SIGN APPLICATION BY OWNER.

SNL
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6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

719.588.4402

DRAFT

PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

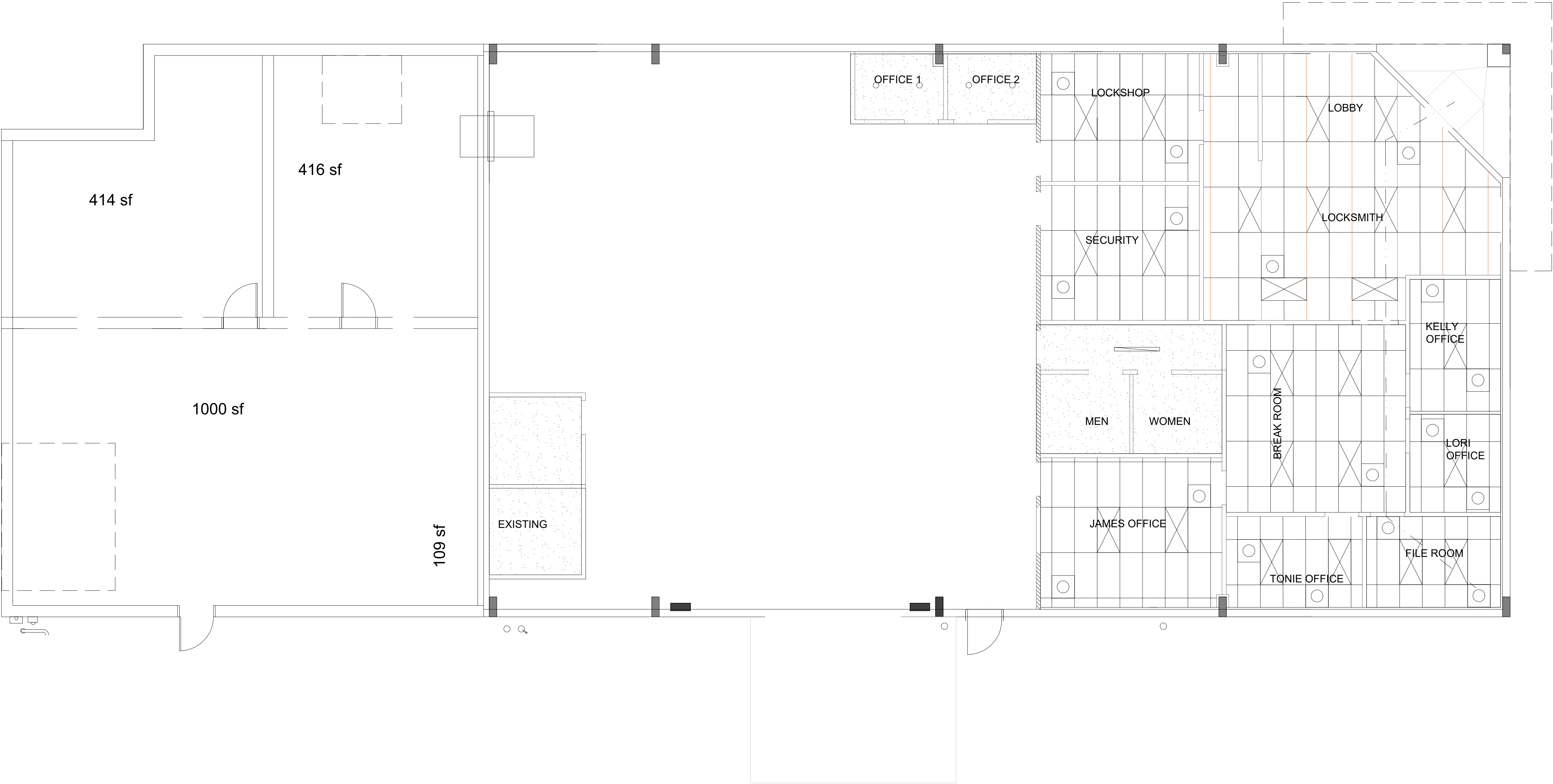
OWNER/PROJECT NAME

NONIE PROPERTIES INC
JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

PLANS SET DATE

4-26-2025

SHEET #



- GENERAL NOTES:
- ACT 1
9'6" AFF

ARMSTRONG FINE FISSURED 2X4 LAY IN TILE, SQ EDGE, WHITE
15/16 PRELUDE SUSPENDED TEE GRID SYSTEM, WHITE
8 GAUGE GALV. A36 STEEL WIRE TO EXITING PURLINS
- GYP. BOARD
9'-0" AFF

5/8" GYPSUM DRYWALL FASTNED TO WOOD OR METAL RAFTER FRAMING
AT 16" O.C. LEVEL 4 TAPE AND TEXTURE, PAINT, LATEX INTERIOR.
- 2X4 LEED LAY IN LIGHT FIXTURE, PROVIDED BY OWNER.
- RETURN/SUPPLY GRILL, 2X2 LAY IN, WHITE,
- SURFACE MOUNTED LEED LIGHT FIXTURE, OWNER PROVIDED

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6093 COUNTY
ROAD 106.25
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PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

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ALAMOSA CO 81101

PLANS SET DATE

4-26-2025

REFLECTED
CEILING PLAN

SHEET #

A 2.2

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PROJECT LOCATION

432 MAIN STREET
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OWNER/PROJECT NAME

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JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

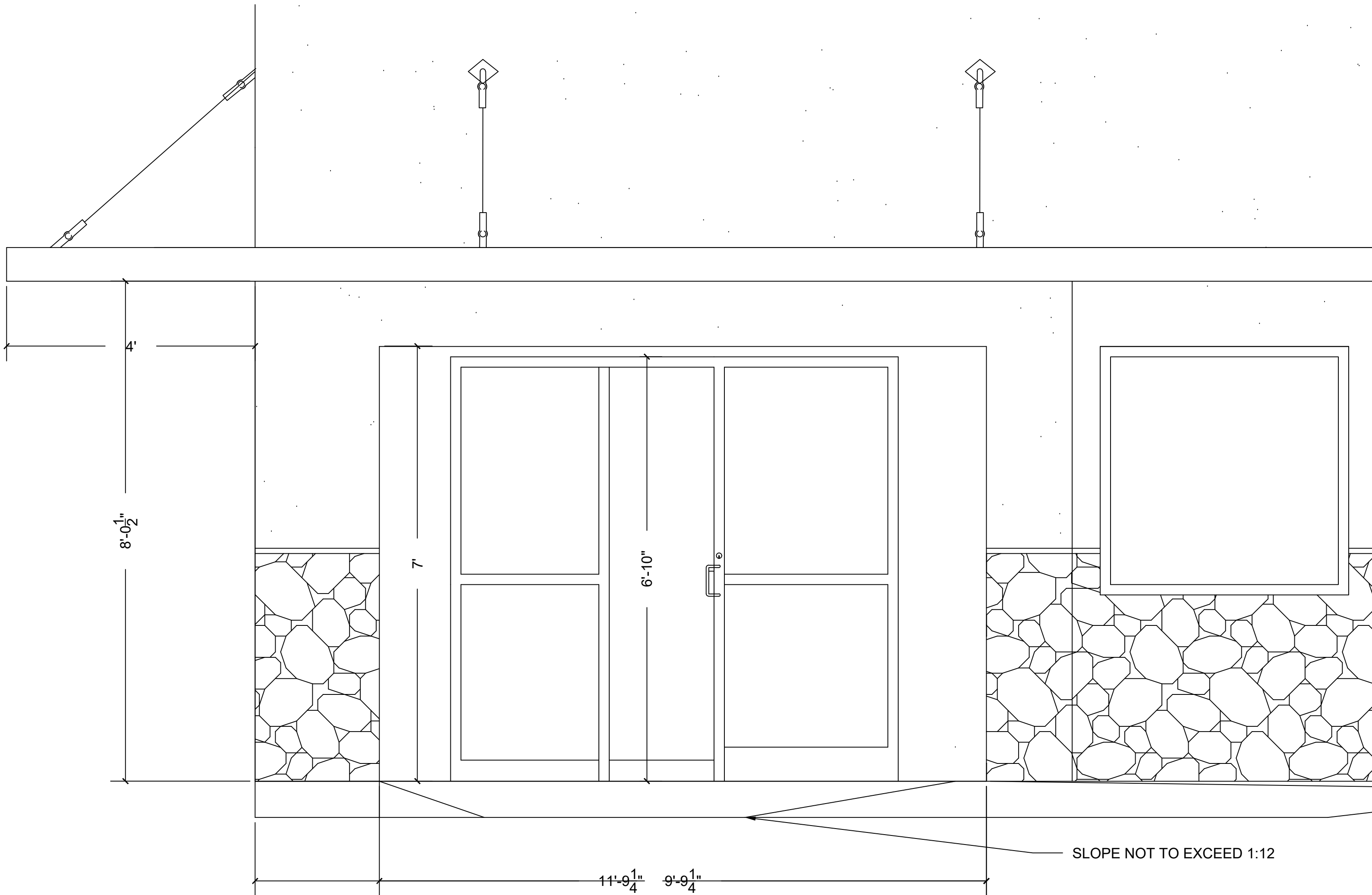
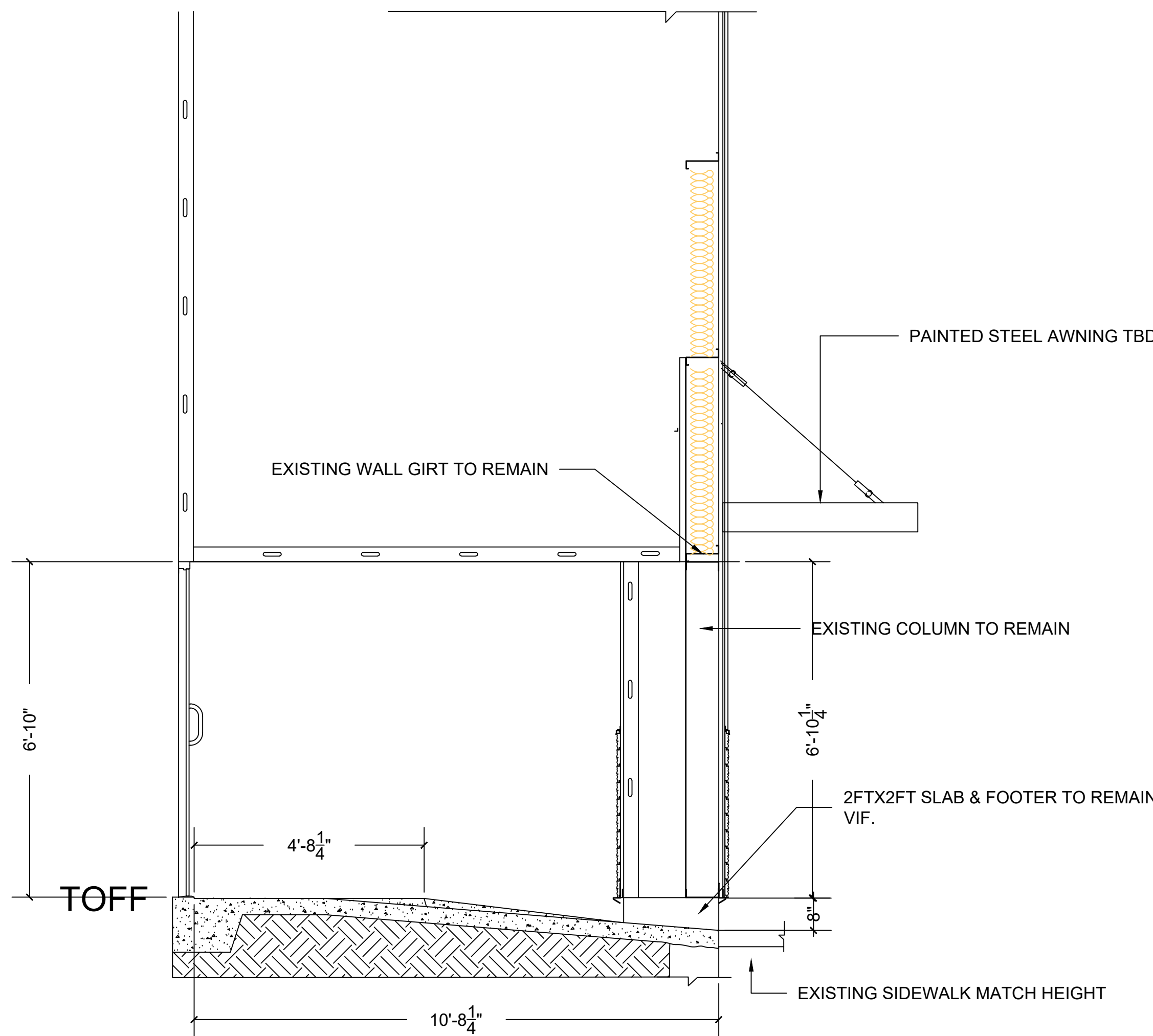
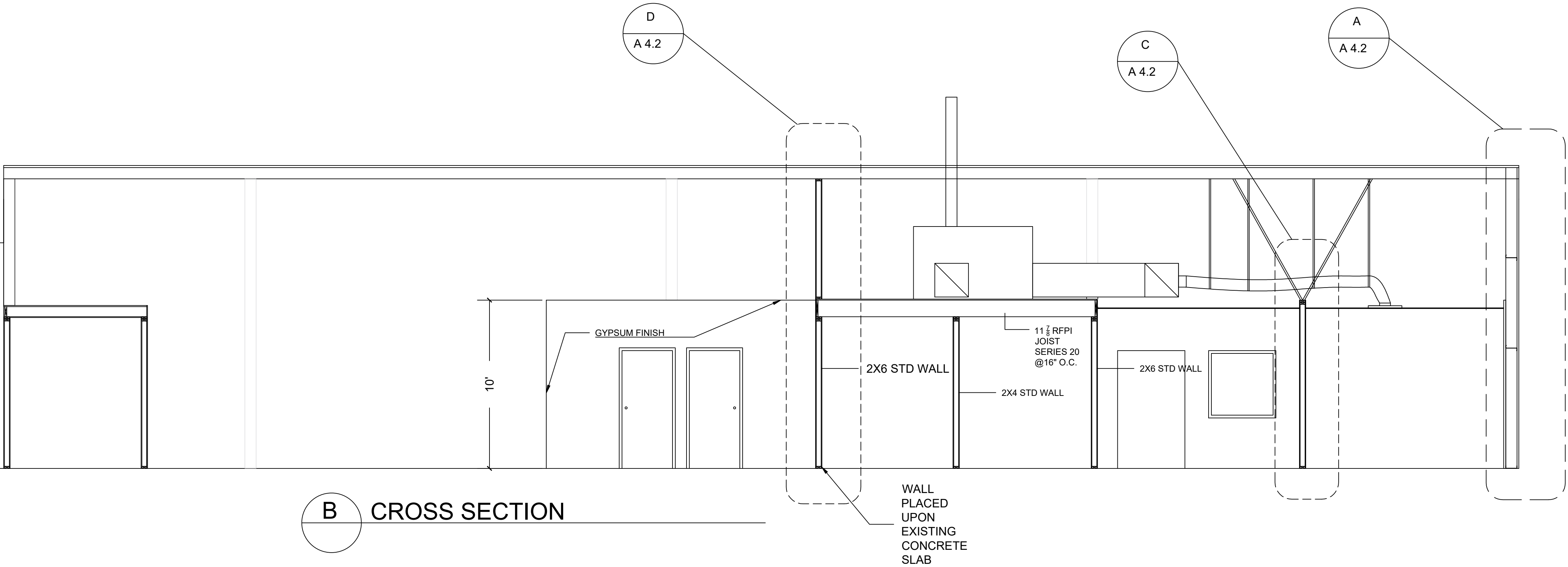
PLANS SET DATE

4-26-2025

CROSS SECTION

SHEET #

A 4.1



A CROSS SECTION @ ENTRANCE

C ENLARGE VIEW @ ENTRANCE
SCALE 3/4" = 1 FT

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6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

719.588.4402

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PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

OWNER/PROJECT NAME

NONIE PROPERTIES INC
JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

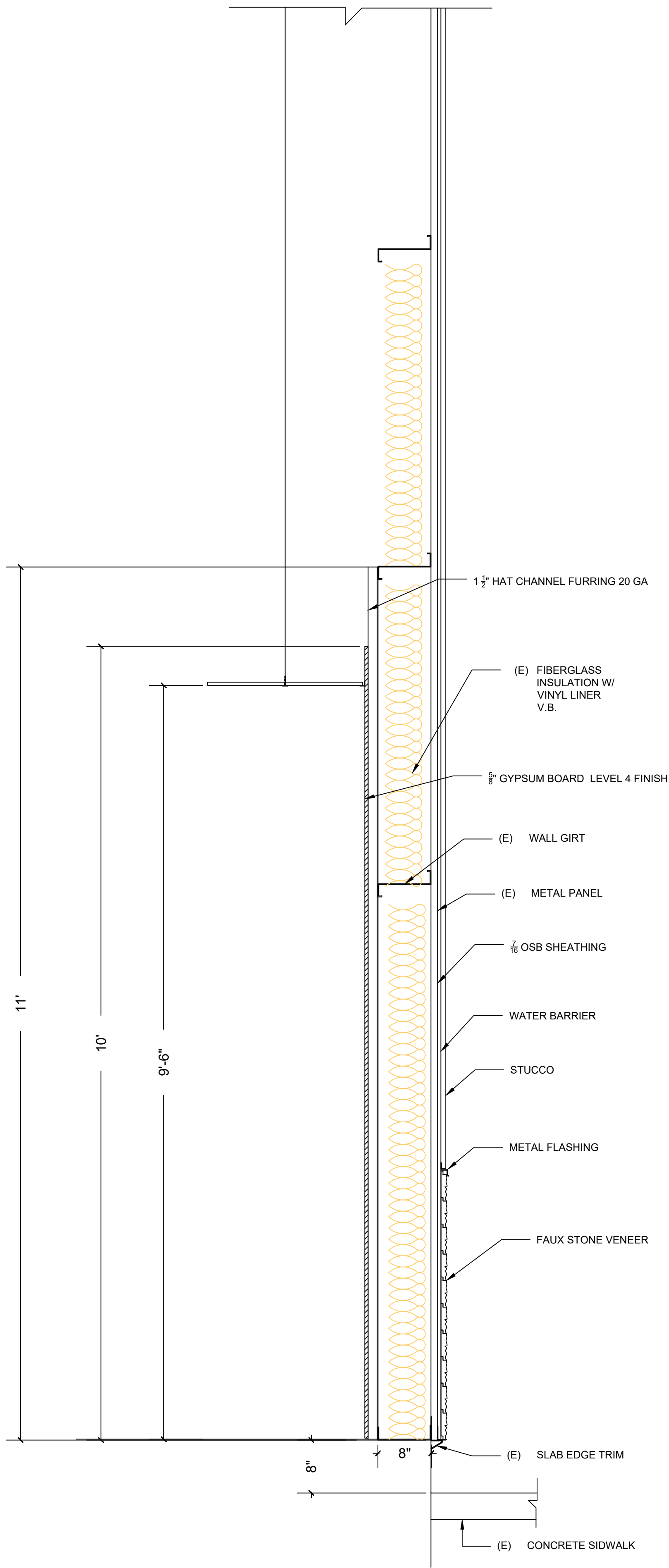
PLANS SET DATE

4-26-2025

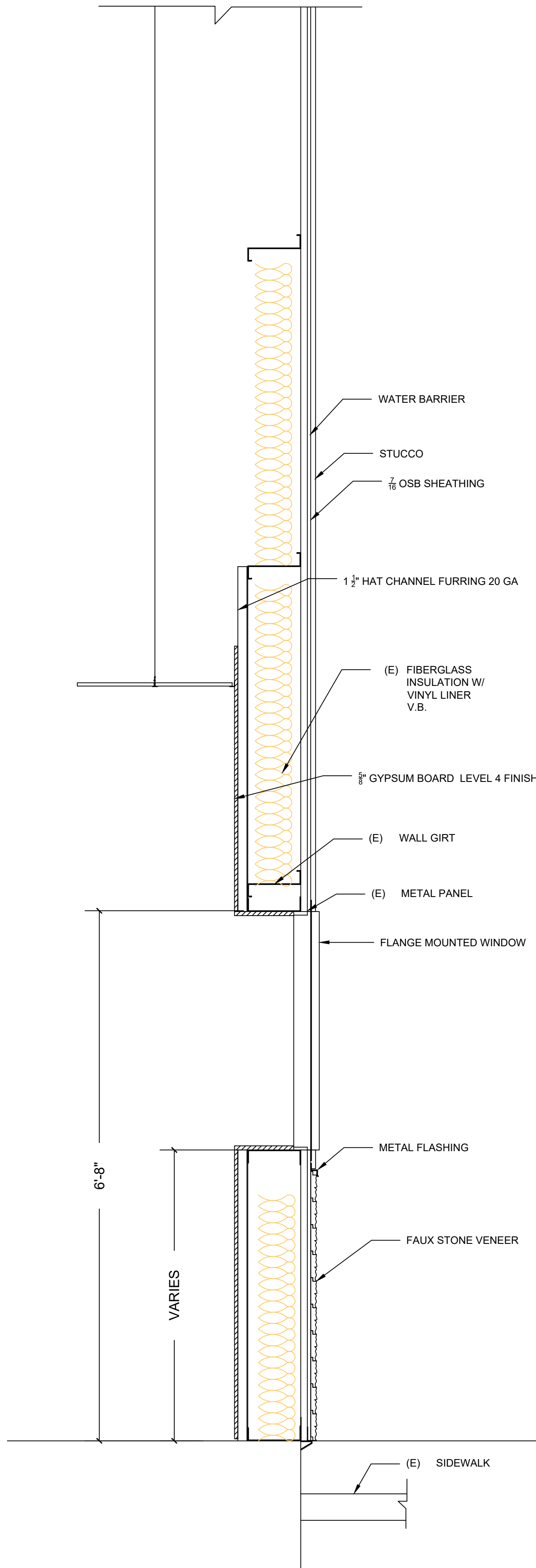
WALL TYPES

SHEET #

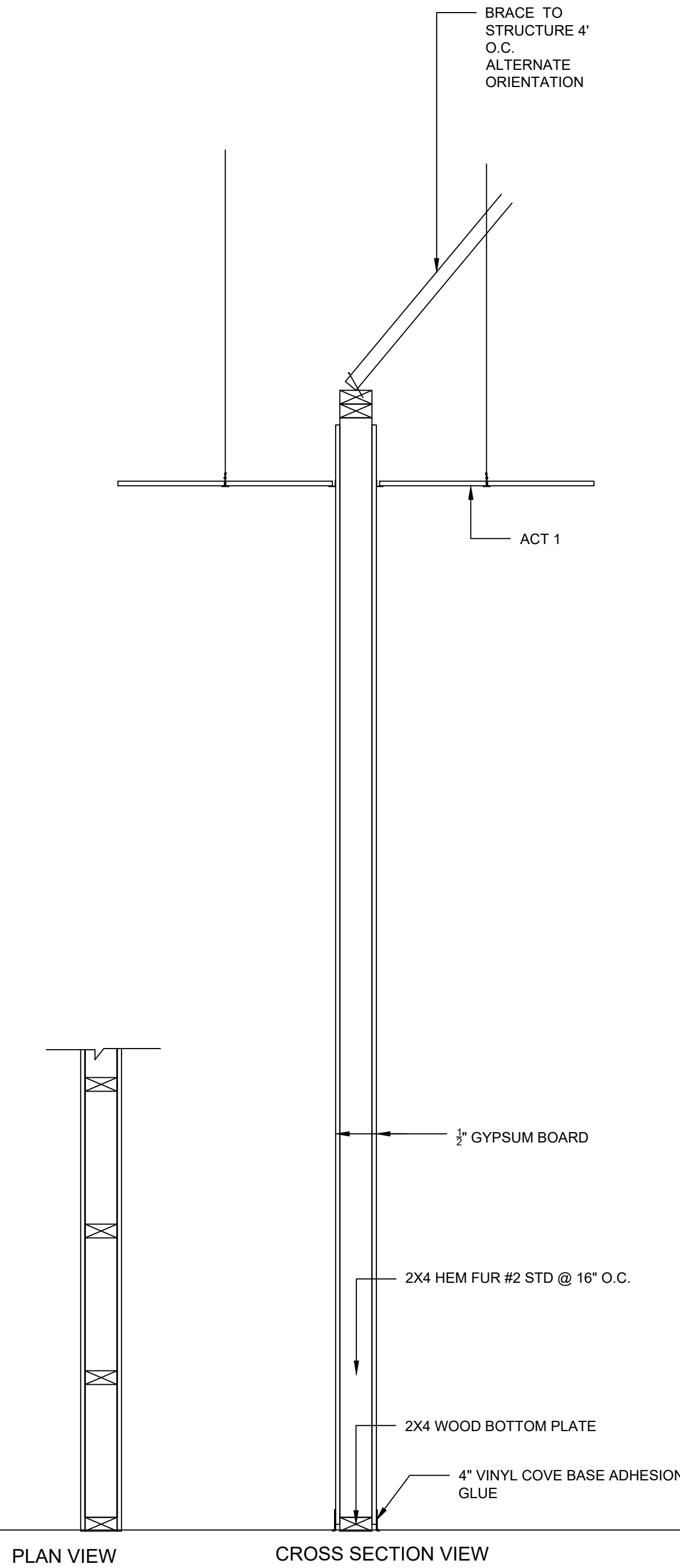
A 4.2



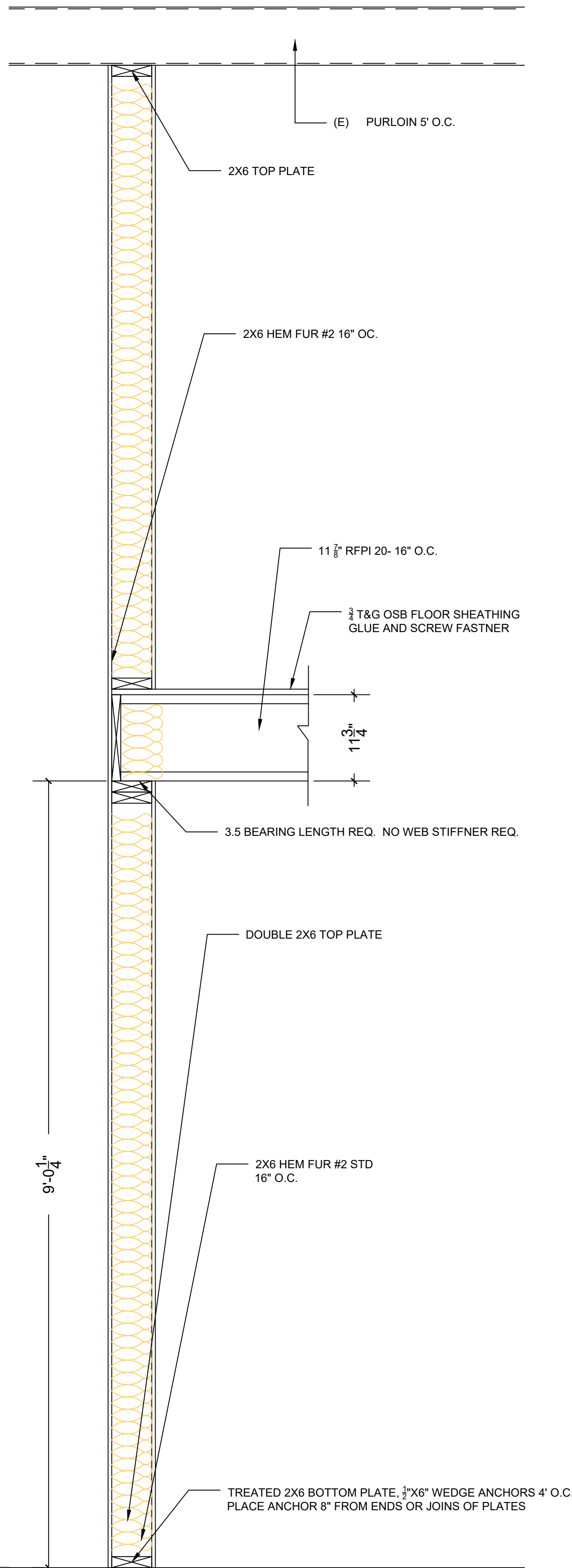
A EXTERIOR WALL- TYP.
SCALE: 1"= 1FT



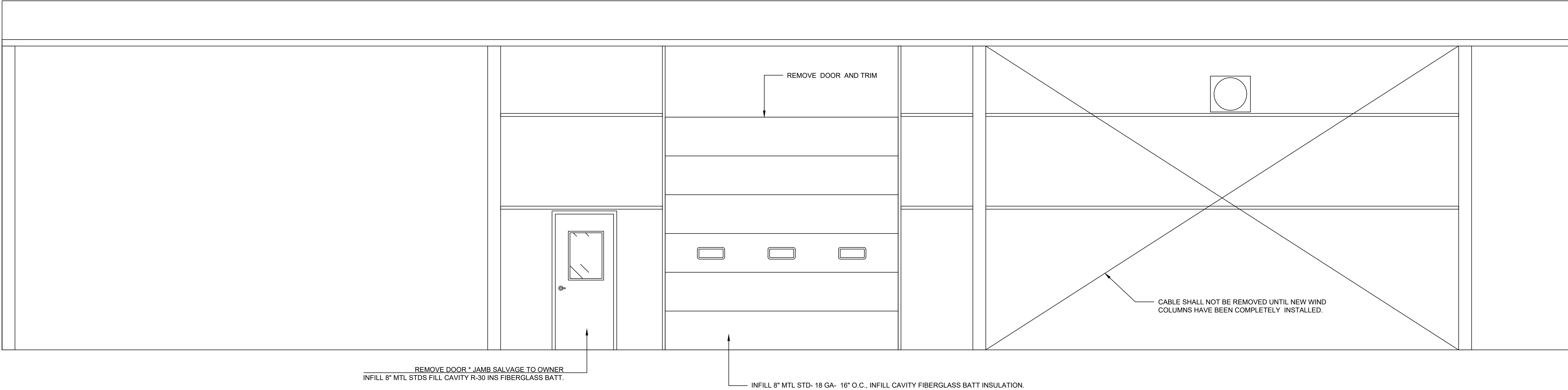
B EXTERIOR WALL - WINDOW DETAILS
SCALE: 1"= 1FT



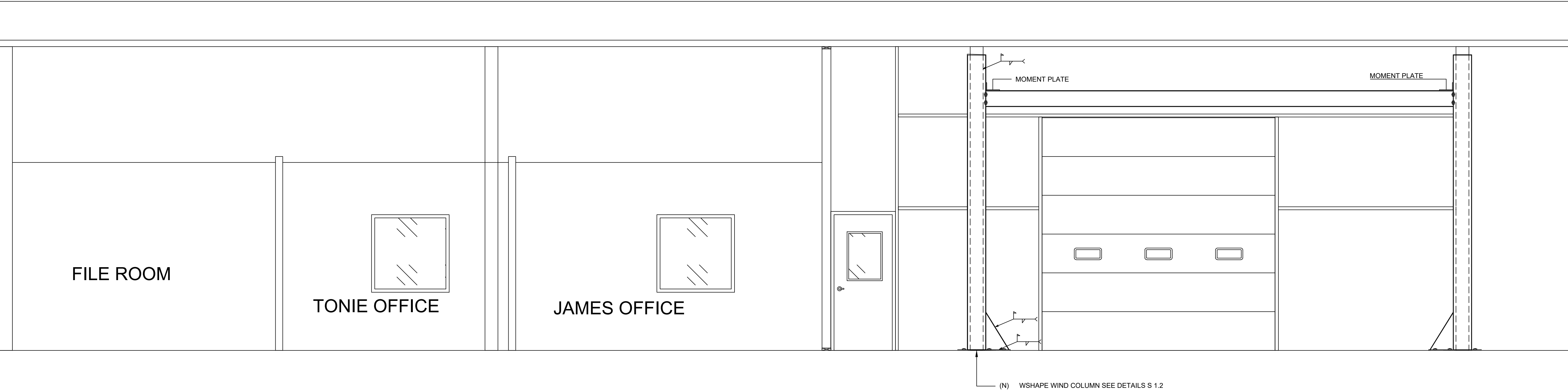
C INTERIOR PARTITION WALL- TYPICAL
SCALE: 1"= 1FT



D LOAD BEARING WALLS @ MEZZANINE; FULL HEIGHT WALL
SCALE: 1"= 1FT



B OVER HEAD DOOR DETAILS -EXISTING CONDITIONS



A OVER HEAD DOOR DETAILS -NEW CONDITIONS

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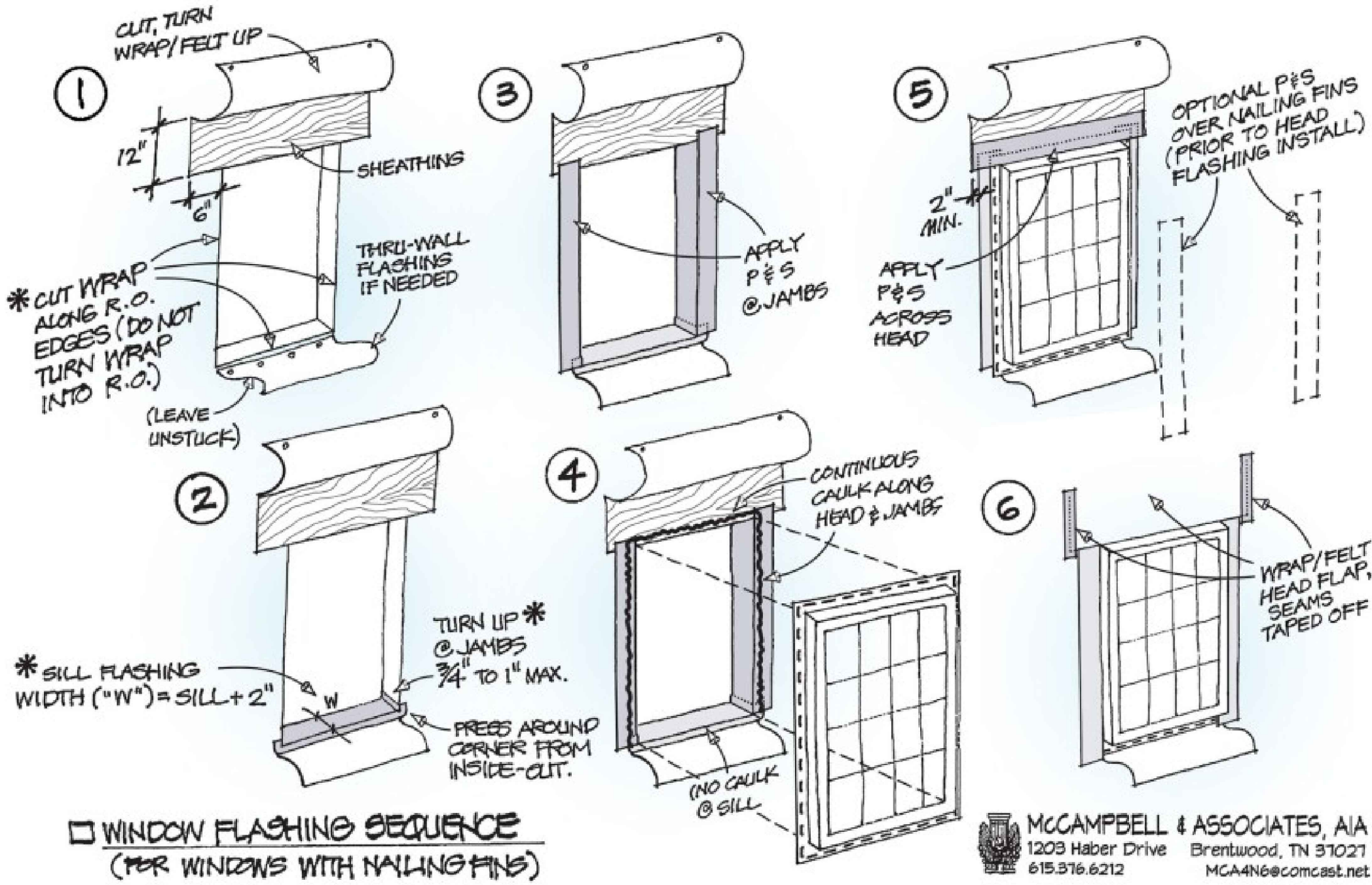
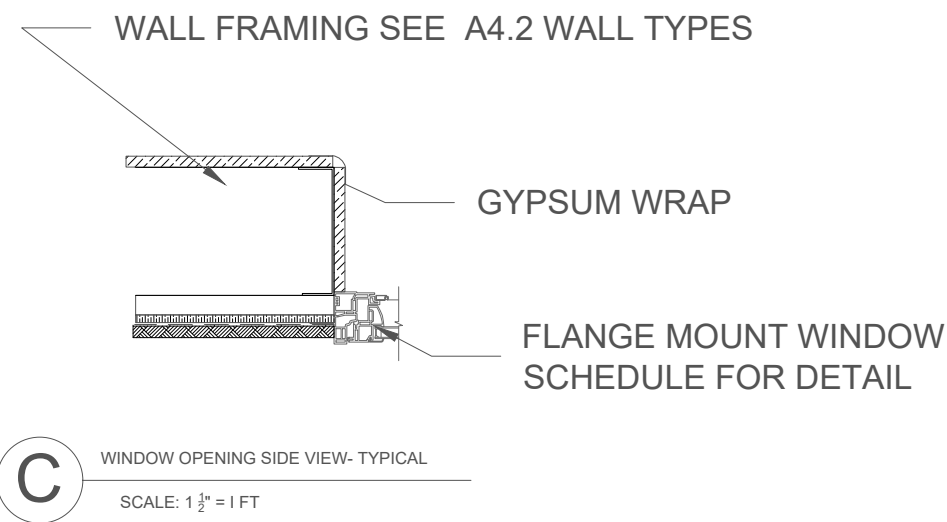
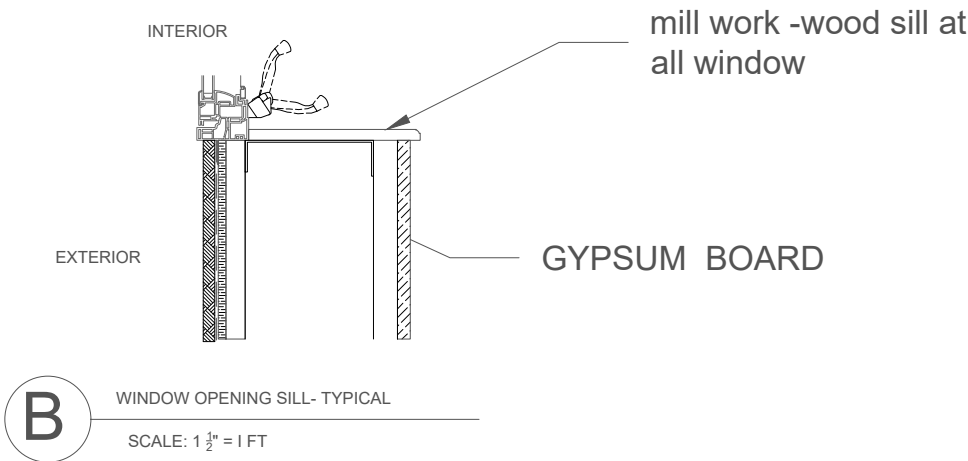
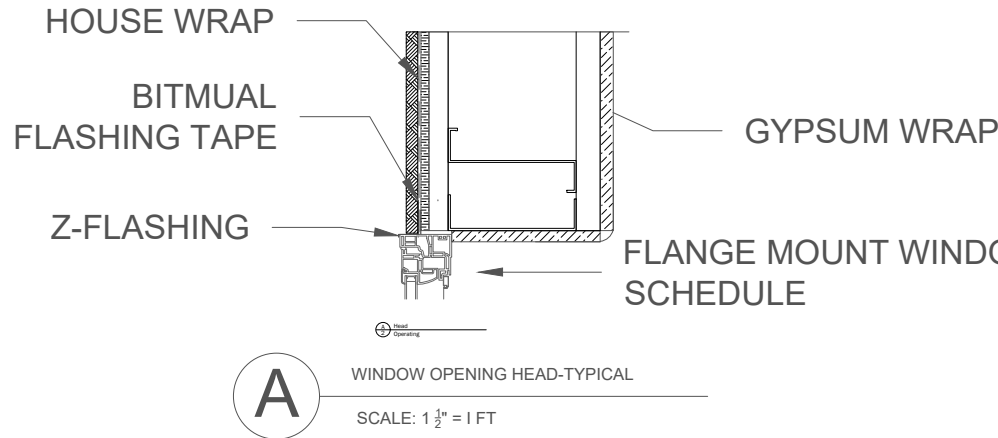
WIND COLUMN
DETAILS

SHEET #

S 1.1

WINDOW SCHEDULE

MARK	LOCATION	WINDOW SIZE	WINDOW STYLE	FRAME TYPE	GLAZING	UA	HEAD	SIDE	SILL
102	ENTRANCE	4-0X4-0	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
103	ENTRANCE	4-0X4-0	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
104	KELLY-LOBBY	4-0X4-6	PASS THRU	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
105	LORI-KELLY	4-0X4-6	PASS THRU	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
106	LORI-BREAK	4-0X4-0	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
107	TONIE-BREAK	4-0X4-0	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
108	TONIE- JAMES	4-0X4-6	PASS THRU	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
109	JAMES-SHOP	4-0X4-0	CASEMENT	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
110	TONIE EXT	4-0X2-6	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
111	LORI EXT	4-0X2-6	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
112	KELLY EXT	4-0X3-6	CASEMENT	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
113	JAMES EXT	4-0X3-6	CASEMENT	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
114	SHOP	4-0X2-6	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
115	SHOP	4-0X2-6	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B
116	File Room	4-0X2-6	FIXED	ALUM-CLADE VINYL	DOUBLE	0.27	A	C	B



DOOR SCHEDULE

DOOR #	LEAF SIZE	OPENING SIZE	DOOR TYPE	DOOR THICKNESS	JAMB WIDTH	BACKSET	DOOR MAT	FRAME MATERIAL	HARDWARE GROUP	FIRE RATING	UA	NOTES
DO1	3-0X6-8	5-4-X7-0	FULL GLASS W/SIDELIGHTS	0'-1 3/4"	TBD	2 3/4	ALM.	ALUM	1	N/A	0.3000	
DO2	3-0X6-8	5-4-X7-0	FULL GLASS W/SIDELIGHTS	0'-1 3/4"	TBD	2 3/4	ALM.	ALUM	1	N/A	0.3000	
DO3	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	2	N/A	NA/	PRE HUNG
DO4	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	2	N/A	NA/	PRE HUNG
DO5	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	2	N/A	NA/	PRE HUNG
DO6	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	2	N/A	NA/	PRE HUNG
DO7	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	2	N/A	NA/	PRE HUNG
DO8	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	6 9/16	2 3/8	WD	WD	3	N/A	0.3000	PRE HUNG- WEATHER
DO9	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	3	N/A	NA/	PRE HUNG
DO10	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	3	N/A	NA/	PRE HUNG
DO11	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	6 9/16	2 3/8	WD	WD	3	N/A	0.3000	PRE HUNG- WEATHER
DO12	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	6 9/16	2 3/8	WD	WD	3	N/A	0.3000	PRE HUNG- WEATHER
DO13	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	6 9/16	2 3/8	WD	WD	3	N/A	0.3000	PRE HUNG- WEATHER
DO14	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	3	N/A	0.3000	PRE HUNG- WEATHER
DO15	3-0X6-8	38 1/2"X 82"	FLUSH	0'-1 3/8"	4 9/16	2 3/8	WD	WD	3	N/A	0.3000	PRE HUNG- WEATHER

- HARDWARE GROUP:
- KEYED CYLINDER DEAD BOLT, WEATHER STRIP, THRESHOLD, HINGE, CLOSURE, PULL HANDLE
 - HAND LEVER CYLINDER LATCH, STRIKE, STRIKE PLATE, HINGE
 - HAND LEVER CYLINDER LATCH, STRIKE, STRIKE PLATE, HINGE, WEATHER STRIP, THRESHOLD, CLOSURE

ROOM FINISH SCHEDULE

ROOM	AREA(SF)	FLOOR	BASE TRIM	WALLS	CEILING	NOTES
OFFICE 1	45	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
OFFICE 2	45	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
LOCK SHOP	180	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
SECURITY	190	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
CORRIDOR	64	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
MEN'S RESTROOM	55	CERAMIC TILE	CERAMIC TILE	4' WAINSCOT CERAMIC TILE- PAINTED GYPSUM LEVEL4, LATEX PAINT	GYPSUM LEVEL 4 PAINTED LATEX	
WOMENS RSTM	55	CERAMIC TILE	CERAMIC TILE	4' WAINSCOT CERAMIC TILE- PAINTED GYPSUM LEVEL4, LATEX PAINT	GYPSUM LEVEL 4 PAINTED LATEX	
JAMES OFFICE	211	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
TONIE OFFICE	96	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
FILE ROOM	95	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
LORI OFFICE	71	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
KELLY OFFICE	93	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
BREAK ROOM	260	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
LOBBY	461	LAMINATE	4 INCH VINYLE COVE BASE/ADHER	GYPSUM LEVEL 4 TAPE AND TEXTURE, KNOCK DOWN, PAINT, INTERIOR LATEX	ACT 1	
(N)STORAGE	2097	EXISTING CONCRETE	4 INCH VINYLE COVE BASE/ADHER	EXISTING OPEN TO STRUCTURE	OPEN TO STRUCTURE	
(N) EMPLY RSTM	68	EXISTING	NONE	EXISTING	EXISITNG	
(E) EMPLY RSTM	73	EXISTING CONCRETE	NONE	GYPSUM WALL BOARD LEVEL 3 TAPE TEXTURE PAINT	GYPSUM	
(E) STORAGE	1830	NOT IN SCOPE		NOT IN SCOPE	NOT IN SCOPE	

SNL
STRUCTURE
LLC

6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

719.588.4402

DRAFT

PROJECT LOCATION

432 MAIN STREET
ALAMOSA CO 81101

OWNER/PROJECT NAME

NONIE PROPERTIES INC
JAMES AND TONIE BILLINGS
432 MAIN STREET
ALAMOSA CO 81101

PLANS SET DATE

4-26-2025

SCHEDULES

SHEET #

A 6.1

SNL
STRUCTURE
LLC

6093 COUNTY
ROAD 106.25
ALAMOSA CO 81101

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ALAMOSA CO 81101

PLANS SET DATE

4-26-2025

SHEET #

GENERAL NOTES:

1. HVAC IS SHOWN AS SCHEMATIC ONLY
2. CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND DIMENSION LAYOUTS AND COORDINATE ALL CONNECTIONS, DUCTING, PIPING, HANGERS, AND EQUIPMENT WITH THERE PROVIDED SYSTEM.
3. PLENUM RETURN AIR ABOVE ACT CEILING UNLESS PROVIDED OTHER WISE.

EQUIPMENT LIST:

1. DOMESTIC HOT WATER HEATER- (1)
2. FURNACE-(1)
3. HRV- (1) ERV AT OWNER APPROVAL
4. EXHAUST FAN-(3)

OUTSIDE AIR SCHEDULE						
IMC 2018 TABLE 403.3.1.1						
LOCATION/ROOM	AREA (S.F.)	OCC p (#/1000FT²)	PEOPLE/SPACE	PEOPLE AFR CFM/PERSON	AO AFR CFM/FT²	EXHAUST AFR CFM/FT²
OFFICE 1	45	5	1	5	0.06	
OFFICE 2	45	5	1	5	0.06	
LOCK SHOP	180	5	1	5	0.06	
SECURITY	190	5	1	5	0.06	
CORRIDOR	64	--			0.06	
MEN'S RESTROOM	55	--	1		0.06	50
WOMENS RSTM	55	--	1		0.06	50
JAMES OFFICE	211	5	1	5	0.06	
TONIE OFFICE	96	5	1	5	0.06	
FILE ROOM	95	5	1	5	0.06	
LORI OFFICE	71	5	1	5	0.06	
KELLY OFFICE	93	5	1	5	0.06	
BREAK ROOM	260	--	1	KITCHEN	0.06	100
LOBBY	461		14	MERCHANTILE	0.06	
(N)STORAGE	2097	--		MERCHANTILE,ST ORAGE,STOCK,S HIPPING AREA	0.06	
(N) EMPLY RSTM	68	--			0.06	--
(E) EMPLY RSTM	73	--			0.06	--
(E) STORAGE	1830	300 gross		MERCHANTILE,ST ORAGE,STOCK,S HIPPING AREA	0.06	
TOTAL					37	224

MEZZANIE FLOOR

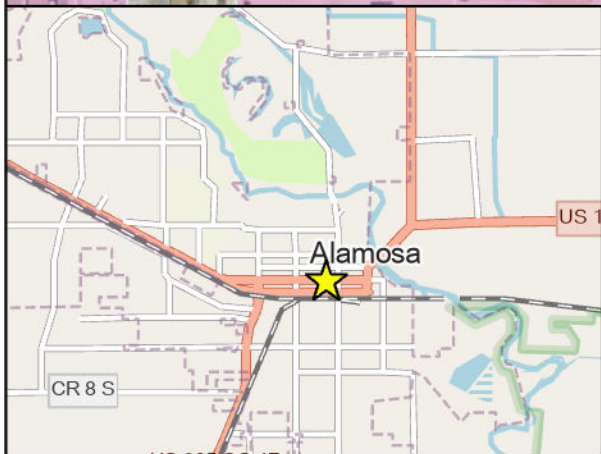
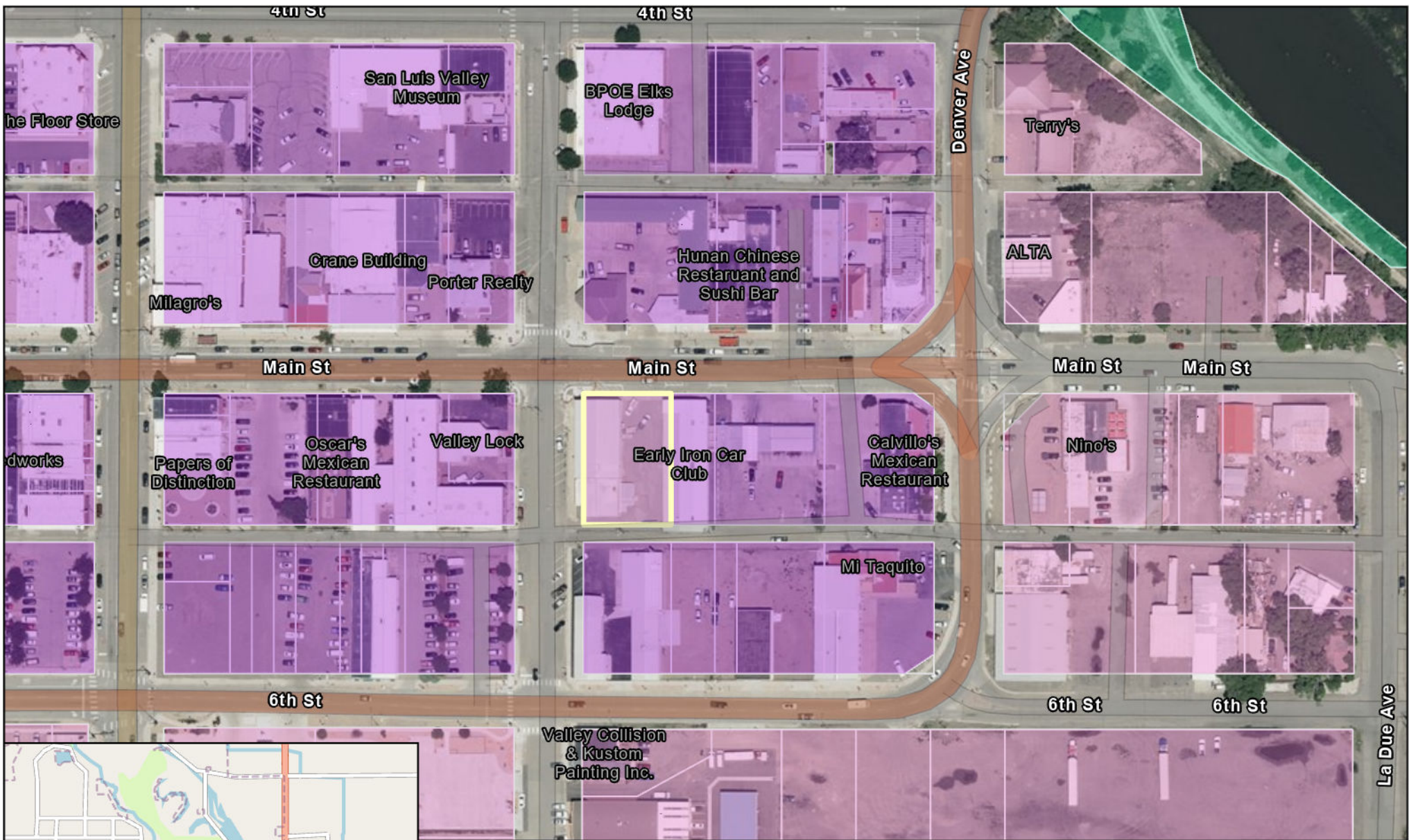
MEZZANIE
ACCESS
HATCH
SIZE
DETERMINED
BY HRV
UNIT
REQUIRMENTS

EXHAUST FAN 50
CFM MIN.
DUCT TO THROUGH
ROOF

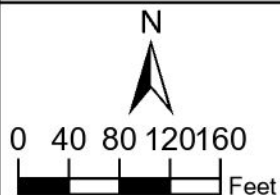
EXTEND 18"X12" EXH. UP
THROUGH ROOF.
TERMINATION IN
COMPLAINE OF IMC

NEW LATERAL
BRACE

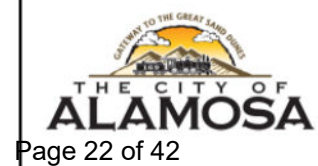
NEW LATERAL
BRACE



432 Main St Conditional Use Request



Parcel: 541310110008
Zone: CBD
Area: 15,000 s.f.



Page 22 of 42

Legend

- Subject Property
- CA=CAMPUS
- CB=COMMERCIAL BUSINESS
- CBD=CENTRAL BUSINESS DISTRICT
- Parcels

SNL Structures llc
6093 County Road 106.25
Alamosa CO 81101
(719) 588-4402
snlstructuresllc@gmail.com

4/30/2025

City of Alamosa
Deacon Aspinwall
Planning and Development specialist

RE: PROJECT NARRATIVE, conditional use permit.

Dear Mr. Aspinwall,

Please find enclosed the project narrative for the proposed remodel located at 432 Main Street, Alamosa CO 81101. If further information, or clarification is needed, please advise.

Sincerely

Steve Copley
SNL Structures, llc

Billing Remodel Project- 432 Main Street- Conditional Use Review Application
Project Narrative

Conditional Use Permit Application: Light Industries in CBD Zone

Property location: 432 Main Street, Alamosa CO 81101

Date: 5/7/2025

The Property Owner of 432 Main Street, Alamosa, CO, is proposing to remodel approximately 2000 sf of interior space of an existing 8000 sf building structure. The property is an urban lot, approximately 0.37 acres located in the Downtown District.

The Billings Remodel Project aims to transform professional business space into a light industrial and office for a specialty contractor. This remodel will include facilities for outdoor storage and parking of commercial vehicles.

Current Zone/Use

The property is currently zoned CBD, Commercial Business Downtown with a land use of Business Services.

Proposed Use

- The proposed use is identified as “light industrial” in which it is used as the office of a specialty contractor, tradesman, or telecommunication provider which includes overhead door access to indoor storage of tools, parts, and materials, and parking of commercial vehicles or a fleet of cars, vans, and light trucks used for the business locate and operation on premises. Section 21-11-203.

Development Impacts

- The proposed project will not impact on the surrounding area, parking, or traffic with no changes to traffic flow and a decrease in the parking space requirement being provided with the change in use.
- The relocation of the business will vacate the building adjacent, allowing opportunities for new smaller retail shops looking for an ideal main street location with a smaller available area.
- The proposed light industry use will be in conjunction with a second business operating as retail type 1, a permitted and continued use of the proposed building.
- The proposed use relates well to existing development on this property and in the surrounding area. There are existing overhead doors, and vehicle parking on the fenced lot, several industrial aspects are present from the prior use of the building as a Dry Cleaners operating as a heavy industrial use in this same building.

- The property borders a commercial carwash business, demonstrating the area will not be disrupted or even noticeably changed.

Compliance

- Approval Standards
 - The project complies with the intent of (section 21-2-302) and demonstrates the proposed use meets the general standards because the method of operation, scale, and intensity of activity and traffic generated are equal to or less than the business service use. Specifically, because the amount of area to be both interior and exterior storage.
- Plan Implementation (section 21-2-302(b)):
 - The project will not conflict with the city's current adopted implementation plans. This specific has been reviewed and discussed with city staff implementing the Hunt Avenue beautification project. The project will not place an undue burden on the current water, sewer, trash, police, fire, schools, or maintenance provided by the City of Alamosa.
- Compatibility (section 21-2-302 (c)):
 - The proposed use relates to and is compatible with adjacent properties and current land uses, in that the two businesses to utilize the remodel are currently in operation at the property located across the street 511 Main Street and currently operating in the area. Literally nothing changes except moving location across the street.
- Community Need (section 21-2-302 (d)):
 - The proposed project supports community needs through employment opportunities, contract work, and supply purchase, that increase transaction within the local ecosystem using local suppliers and contractors for the project.
 - Job opportunities become practical and immediately when any business physically expands their surroundings, the mere room for growth is provided.
 - The relocation will fill a large unfilled building structure and property that has seen many potential investors over the course of the past three years but could not make the property work for various reasons of which the most common was cost to transform. The economic development of the downtown benefits not only by filling the empty building but providing a location that is more suitable for a wider variety of business opportunities and investment. This building has proven to be harder to fill, it is likely only because of the unique

opportunity given the owner has controlling interest in all the moving parts that make this a reality.

Additional Project Information:

- Proposed Development Schedule
 - Construction will immediately follow the pending permit and approval process anticipated to be completed during the month of June. The process of construction will be completed in a tentative 6–8-month period proceeding.
- Other project Data
 - Parking will be improved with the use of the existing parking spaces.
 - Sustainability- an increase in energy efficiency will be implemented.
 - Beautification of the Downtown area will increase.
 - Nonconforming items will not be increased but rather dramatically decreased as the improvements pertain to compliance with ICC building codes. Not all ADA compliances will be achievable but is performed with the intent to achieve within the feasibility that is possible and meets the requirement provided in the ADA Standard. The current accessibility of the facility will be dramatically improved.
 - Square footage:
 - indoor storage = 3927 sf, 67%
 - office= 1016 sf, 17%
 - lobby/retail= 416sf, 7%
 - other= 412 sf, 7%

LEDGESTONE

FAUXSTONE/PANELS

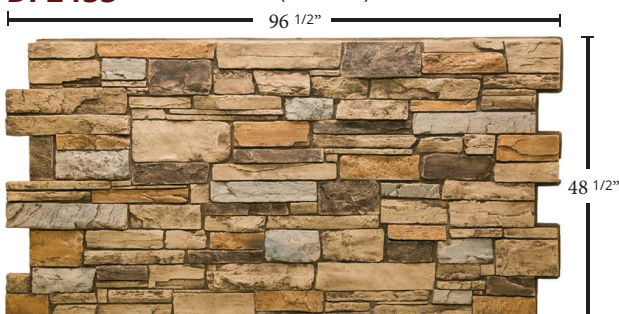
DATA SHEET



4'x8' SERIES

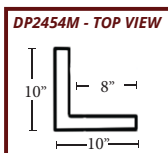
DP2455

WIDTH (OVERALL)



WIDTH (INSIDE)

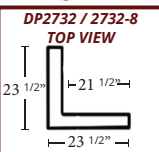
DP2454M/N



DP2732-8



DP2732



4'x8' SERIES & EXTRAS

DP2455 - LEDGESTONE 4'x8'

Thickness: 1 3/4" Outside Width: 96 1/2"
Height: 48 1/2" Weight: 37 lbs
Inside Width: 87 1/4" Area: 32 sq ft

DP2454M/N - LEDGESTONE KEYLESS CORNER

Thickness: 2" Outside Width: 10" / 8"
Height: 48 1/2" Weight: 9 lbs
Inside Width: 8" / 2" Area: 6.33 sq ft

DP2732 / DP2732-8 - LEDGESTONE ACCENT CORNER

Thickness: 2" Outside Width: 23 1/2"
Height: 96" / 48" Weight: 21 lbs
Inside Width: 21 1/2" Area: 17.3 sq ft

WAINSCOT SERIES

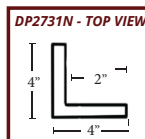
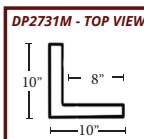
DP2730

WIDTH (OUTSIDE)



WIDTH (INSIDE)

DP2731M/N



WAINSCOT SERIES & EXTRAS

DP2730 - LEDGESTONE WAINSCOT

Thickness: 1 3/4" Outside Width: 96 1/2"
Ledger Depth: 2 1/2" Weight: 37 lbs
Height: 42" Area: 32 sq ft
Inside Width: 87 1/4"

DP2731M/N - LEDGESTONE WAINSCOT CORNER

Thickness: 2" Outside Width: 10" / 4"
Height: 42" Weight: 9 lbs
Inside Width: 8" / 2" Area: 6.33 sq ft

2'x4' SERIES

UL2610

WIDTH (OVERALL)



WIDTH (INSIDE)

UL2612

WIDTH (OVERALL)



WIDTH (INSIDE)

2'x4' SERIES

UL2610 - LEDGESTONE 2'x4'

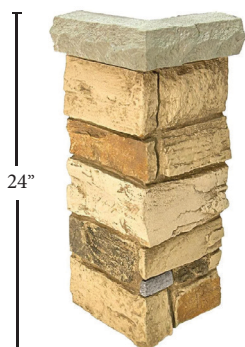
Thickness: 1 1/4" Outside Width: 48"
Height: 24" Weight: 9 lbs
Inside Width: 39 7/8" Area: 8 sq ft

UL2612 - LEDGESTONE 2'x4' WAINSCOT

Thickness: 1 1/4" Outside Width: 48"
Ledger Depth: 2 1/2" Weight: 9 lbs
Height: 24" Area: 8 sq ft
Inside Width: 39 7/8"

EXTRAS & ACCESSORIES

UL2613



DP2735



ACC1569

LOW PROFILE
RECEPTACLE
Length: 6 3/4"
Width: 5"
Thickness: 2"



ACC1571

DUAL SWITCH
RECEPTACLE
Length: 6 3/4"
Width: 6 3/4"
Thickness: 2"

T1611



T1610



EXTRAS & ACCESSORIES

DP2735 - LEDGESTONE UNIVERSAL WAINSCOT END CAP

Thickness: 1 1/4" Outside Width: 48"
Height: 24" Weight: 9 lbs
Inside Width: 39 7/8" Area: 8 sq ft

UL2613 - LEDGESTONE 2'x4' KEYLESS CORNER

Thickness: 1 3/4" Outside Width: 8 3/8"
Ledger Depth: 2 1/2" Weight: 6 lbs
Height: 24" Area: 2.5 sq ft
Inside Width: 6 5/8"

T1611 - ROCK FACE TRIM

Thickness: 4" Length: 48" Depth: 3 3/8"

T1610 - ROCK FACE TRIM

Thickness: 2 1/2" Length: 47 1/2" Depth: 3"

COLUMNS

24" COLUMNS

Optional Column
Caps Available



DP2804 - LEDGESTONE COLUMN WRAP 24" x 36"

Outside Width: 27"
Inside Width: 24"
Height: 36"
Thickness: 1 1/2"

16" COLUMNS

Optional Column
Caps Available



DP2804 - LEDGESTONE COLUMN WRAP 16" x 36"

Outside Width: 19-20"
Inside Width: 16"
Height: 36"
Thickness: 1 1/2"

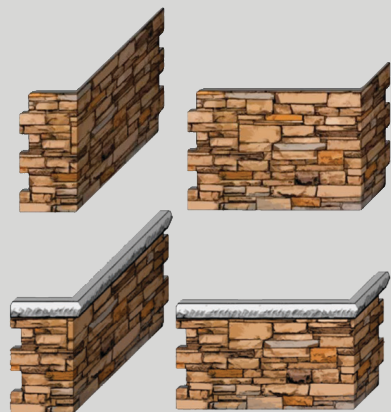
CUSTOMIZATION

MADE TO ORDER COLUMNS



16" - 48" WIDE | 4' - 8' HIGH SECTIONS

FACTORY MITERED CORNERS



While each pattern of URESTONE has standard corners, factory fabricated interlocking corners are available to fit specific site requirements. Customized corners ensure natural and realistic transitions.

PHOTOS





Encourage building design that provides visual-interest



Buildings should be designed with a transparent ground floor



Architectural features should be used to indicate entry locations

Building Form and Design

Downtown Alamosa has a rich and unique architecture that reflects the City's history as both an agricultural and railroad town with strong Spanish influences. Preserving and adaptively re-using the buildings that contribute to the City's history and character will be essential to maintaining a Downtown that is authentic and a unique destination for both residents and visitors. Standards for new development and redevelopment should help shape a built environment that is consistent with this distinctive character, without necessarily trying to recreate or mimic an older style. Buildings within the Downtown Area should also be designed to support the desired visual interest, density, and transparency that enhance the pedestrian realm and accommodate the needs of the envisioned land uses.

ACTIVATE AND ENERGIZE THE DOWNTOWN CORE

BF-1. Pursue regulatory and zoning tools that will aid in creating development that aligns with the community vision. (See Regulatory Documents in Chapter Four's Supporting Strategies.) Desired building forms should include:

- Building heights of two to three stories. Buildings over three stories in height should include an upper-story setback to ensure access to sunlight and maintain the pedestrian scale.
- Articulation and massing that maintains compatible horizontal relationships with existing buildings.
- Variation in articulation and massing to break up larger buildings or long facades.
- More frequent entries along Main Street, creating a finer-grained retail environment.

- Parking lots set back from Main Street and screened or buffered from the public realm.
- Primary building entries on Main Street. Architectural features should be used to indicate entry locations.
- Setbacks along Main Street, only if used to expand the perceived public realm with café seating or other pedestrian amenities.

BF-2. Ensure development and redevelopment is designed with building forms that support the desired uses. Key considerations include:

- Adequate floor-to-floor heights for a variety of uses including restaurants and retail;
- Facades with frequent openings for doors and windows;
- Highly visible public entries; and
- Patios or balconies that activate public spaces.

CREATE A VIBRANT PEDESTRIAN ENVIRONMENT

BF-3. Buildings should be designed with a highly transparent ground floor.

- Encourage ground floors with large windows and openings at frequent intervals.
- Encourage building frontages that blur the line between indoor and outdoor spaces. Strategies include operable walls and functional garage doors with café seating on the interior and exterior of the wall.

BF-4. Encourage existing buildings to take advantage of funding for streetscape facade improvements.

See Regulatory Tools / Documents on page 46 for more specific strategies to implement form-based zoning and incentivize desired building forms.

- BF-5.** Building massing should engage the street and only setback when providing a publicly accessible amenity such as patio seating or greenery.
- BF-6.** Encourage building design that provides visual-interest and enhances the pedestrian environment. Appropriate strategies include:
- Patios or front porches on residential uses (located off of Main Street);
 - Awnings or canopies; and
 - A rich variety of materials and textures.
- BF-7.** Consider incentivizing development that incorporates sustainable design and low impact development principles. Appropriate strategies include:
- Passive solar orientation and design;
 - Rainwater catchment;
 - Solar arrays or green roofs; and
 - Water preservation techniques such as gray water recycling.

MAKE MAIN STREET UNIQUELY ALAMOSA

- BF-8.** Incorporate City of Alamosa and/or Downtown on the Rio branding into building design, particularly for City-owned and operated buildings.
- BF-9.** Ensure second floor conversions do not negatively impact the existing building and remain consistent with or complement the character.

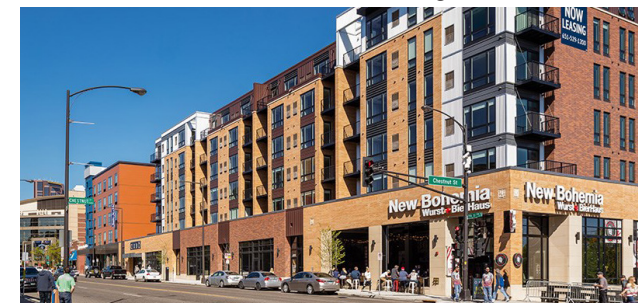
- BF-10.** Preserve historic buildings and character through design review and demolition protection.
- Encourage adaptive re-use before demolition of all existing buildings.
 - Salvage historic materials, if feasible.
 - Consider reusing historic materials in development and redevelopment.
- BF-11.** Preserve and, if necessary, restore, Historic/Iconic signs. (See the Downtown Framework Diagram on page 23 for Historic/Iconic Sign locations.)
- BF-12.** Encourage new signs to be 3-dimensional, creative and iconic.
- Align City Sign Code to ensure these sign types are permitted and encouraged.
- BF-13.** New development should be sensitive to the existing Downtown architectural character, as defined by the Character Defining Commercial Buildings. (See the Downtown Framework Diagram on page 23 for locations.)
- New development should have similar scale and proportions to existing buildings.
 - Buildings should be sensitive to the historic character, particularly in massing and materials, but still authentic to their time.



Preserve Historic/Iconic signs



Preserve and restore historic downtown signs



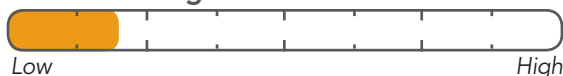
Encourage new buildings to be designed with varied massing and articulation to break up large facades

Regulatory tools, feasibility at a glance

Ease of Implementation:



Visible Change:



Project Cost:



Example form-based code from Denver Zoning Code

Regulatory Tools

Regulatory documents, including the City of Alamosa Municipal Code, Zoning Standards, and Design Guidelines are an important tool in cultivating the desired character and mix of uses in the Downtown area. A variety of tools such as revised regulations, design standards and guidelines, incentives, design review boards, and form-based zoning would allow staff to work with private property owners to promote the desired look and feel of Downtown expressed by the community.

Note that where recommendations overlap - for example, a regulation for building massing in the Downtown Design Standards and in the recommended form-based code - either strategy can be used, or both if stronger regulatory leverage is deemed necessary.

SHORT-TERM (1-2 YEARS):

- Provide more prescriptive zoning in the Downtown core area, with only the desired uses allowed.
 - » Consider amending the Central Business District (CBD) allowed land uses to permit townhouses or rowhouses, small scale child care facilities, schools, and college or university uses (to allow some Adams State University or Trinidad State Junior College owned and operated facilities in the area).
 - » Consider amending the CBD land uses to permit, with limitations, type 2 retail and light industry (which could allow for maker spaces and artist studios). Limitations should restrict the number of these types of businesses on a single block face.
 - » See the chart at right for the specific land uses to consider permitting.
- Encourage existing buildings to take advantage of funding for streetscape facade improvements with expedited permitting.
 - » Consider an information campaign or targeted outreach to Downtown building owners.
- Consider implementing public space or fee-in-lieu alternatives for meeting parking requirements in the Downtown area.

- Update the "Downtown Design Standards" Section 21-4-804 of the code with more specific and enforceable standards and guidelines, OR consider creating a separate Design Standards and Guidelines Document for key portions of the Downtown Core to ensure development and redevelopment meets the City's standards and is in-line with the community vision. Potential topics and goals for design standards could include:

- » Responsive and contextual mass and scale;
- » Visually interesting articulation and detail;
- » Integrated sustainable design elements;
- » Integrated multi-modal design elements;
- » High-quality building materials;
- » Landscaping, paving, and furnishings;
- » Effective, contextually appropriate, and visually interesting signs; and
- » Pedestrian-oriented lighting.

- Review the Municipal Code to identify opportunities to provide regulatory relief, density bonuses, and/or expedited processing for desired land uses or amenities.
 - » Land uses to incentivize should include active ground floor uses, higher density of second floor housing that offers increased affordability, live/work spaces, and dining or entertainment venues.
 - » Also consider incentivizing publicly accessible private open spaces.
 - » See Land Use Framework Recommendations on page 24 for a complete list of recommended uses.
- Consider amending the Municipal Code to allow existing vehicular uses in the CBD Zone to improve their properties to be more pedestrian friendly without becoming non-conforming uses.
- Consider amending the Municipal Code to allow uses not currently allowed on the ground floor in the CBD Zone to fill vacant spaces if they meet certain metrics for transparency or visual interest. Prioritize filling vacancies over extensive use restriction.
- Consider amending the City Sign Code to ensure that creative, 3-dimensional iconic signage is permitted and encouraged within the CBD zone district.

The City of Alamosa Comprehensive Plan sets forth a vision that will transpire as the City and its implementation partners work together to fulfill the plan's goals and strategies. This chapter presents a matrix that will guide the implementation of this plan. The matrix includes an "Implementation Notes and Team" section which identifies recommended steps and key partners the city can work with to carry out the strategy. The matrix uses three tiers to prioritize the plan strategies:

Tier 1 – Strategies which received strong citizen support and are considered most important and/or most urgent and/or first steps in the process of implementing each goal.

Tier 2 – Citizen priorities that are still important but considered secondary to Tier 1 and/or second steps in the process of implementing each goal.

Tier 3 – Citizen priorities that are not urgent, and should be implemented as funding allows and/or final steps in the process of implementing each goal.

The extensive public involvement throughout the planning process informed the prioritization of goals and strategies. The results of the Vision Workshop Series, Growth Summit Series, Vision Survey, Downtown Survey, Zapata Park Community Outreach, online comments on the Public Review Draft, and the Open Houses were used to identify the top priorities. The implementation matrix is a living document, as city implements the goals and strategies, the priorities may change. This document will inform the annual and long term budget and work plan for the City of Alamosa.

ECONOMIC DEVELOPMENT		
GOAL ED.1 – IMPROVE THE COORDINATION AMONG ECONOMIC DEVELOPMENT PARTNERS.		
Strategies	Implementation Notes and Team	Priority
Strategy B – The City of Alamosa plays a leadership role in economic development in the city.	<ul style="list-style-type: none"> - Dedicate one or two City Council work sessions to this topic. - Continue using the City's Economic Development Team 	1
Strategy C – Consider options for staffing an economic development position within the structure of the city government.	<ul style="list-style-type: none"> - Write a job descriptions for the economic development coordinator. - Survey other jurisdictions to identify salary ranges for economic development coordinators. - Establish a budget for the position. - Evaluate current staff workloads and skills and redundancies. 	1
Strategy D – Establish a city funding strategy for economic development.	<ul style="list-style-type: none"> - Set a first year work program for city economic development. 	1

City of Alamosa Comprehensive Plan

	- Investigate state programs that can help fund the work program: REDI, OEDIT.	
Strategy A – Increase and formalize the communications process between economic development partners working in Alamosa to promote accountability and action, and assign specific tasks based on organizational capacity.	<ul style="list-style-type: none"> - Meet twice annually (at minimum) with regional partners to increase communications and develop coordinated work programs. - Follow up and summarize actions at each meeting and email meeting notes and the work program to the project partners. - SLVDRG, SLVSBDC, ACEDC, ASU, and chamber are key partners. 	2
Strategy E – Improve city communications with economic development entities and local governments in the San Luis Valley and expand city participation in regional events and meetings.	<ul style="list-style-type: none"> - Catalogue the existing regional economic development meetings and events and identify the ones that the City will attend. - Assign city staff to attend the events as appropriate to their roles at the city. 	2
Strategy F – More effectively promote the federal, state, regional and local incentives, funding tools and resources that are available to existing and prospective businesses.	<ul style="list-style-type: none"> - Create a guide with infographics to simplify the information and educate businesses. -See Appendix M Economic Funding and Incentive Tools. -Partners include SLVDRG, ACEDC, Chamber and SLVSBDC 	2
Strategy G – Improve communications and coordination between the city and Alamosa County by working together on key projects such as improved air service, coordination on land use and infrastructure around the city, and economic growth initiatives and projects.	<ul style="list-style-type: none"> - Select one to three projects that would lead to early success with a city and county cooperative effort. - Create clear work plans for each project with: timeline, budget, and roles for partners. - Assign city and county staff to manage the projects and coordinate/meet regularly to chart progress. 	3
GOAL ED.2 – RETAIN EXISTING BUSINESSES ACROSS ALL SECTORS AND HELP THEM ADAPT AND EXPAND.		
Strategies	Implementation Notes and Team	Priority
Strategy A – Strengthen the business retention and support services offered by existing business development and support organizations and/or reorganize the resources to provide more extensive services and to promote these services	<ul style="list-style-type: none"> -The San Luis Valley Small Business Development Center offers these services. There needs to be more effective linkage between the SLV-SBDC and the City of Alamosa. - Also see the Downtown Needs Assessment regarding 	1

more broadly. Services would include: <ul style="list-style-type: none"> • business plans • financial forecasts • feasibility analyses • marketing strategy • financing • utilizing incentives 	downtown business communications.	
Strategy D – Strengthen access to funding for business expansion and training.	<ul style="list-style-type: none"> - Identify businesses in need of funding and the type of incentives or funding that would be most appropriate for them. - See plan Appendix M - Economic Funding and Incentive Tools. - Partners include SLVDRG, ACEDC and SLV-SBDC. 	1
Strategy E – Communicate and promote business-support services to the business and entrepreneur community.	<ul style="list-style-type: none"> - Create a guide with infographics to simplify the information and educate businesses. - Use social media and other web tools to communicate the services available. - Partners include Chamber, ACEDC and SLV-SBDC. 	1
Strategy I – Utilize the services of the Colorado Workforce Center to recruit employees and fill positions at local businesses and organizations.	<ul style="list-style-type: none"> - Establish regular communications between the workforce center and the business community. 	1
Strategy C – Encourage and support business workshops, individual trainings and mentorships.	<ul style="list-style-type: none"> - Work with SLV-SBDC to advertise workshops. Adams State University and Trinidad State Junior College may also have classes and programs that would apply in specific cases. - ACEDC can help identify businesses in need of these services and route them to the SLV-SBDC, ASU or TSJC. 	2
Strategy F – Survey businesses and visit them regularly to better understand the business base and identify resources needed to provide assistance for successful retention, expansion, creation and attraction of jobs.	<ul style="list-style-type: none"> - Create a business and building inventory/directory (See Goal ED.5 Strategy C) - Create a formal business visitation plan and questionnaire. - Announce the visits in advance and distribute survey results afterwards. -This would be a task for the future city economic 	2

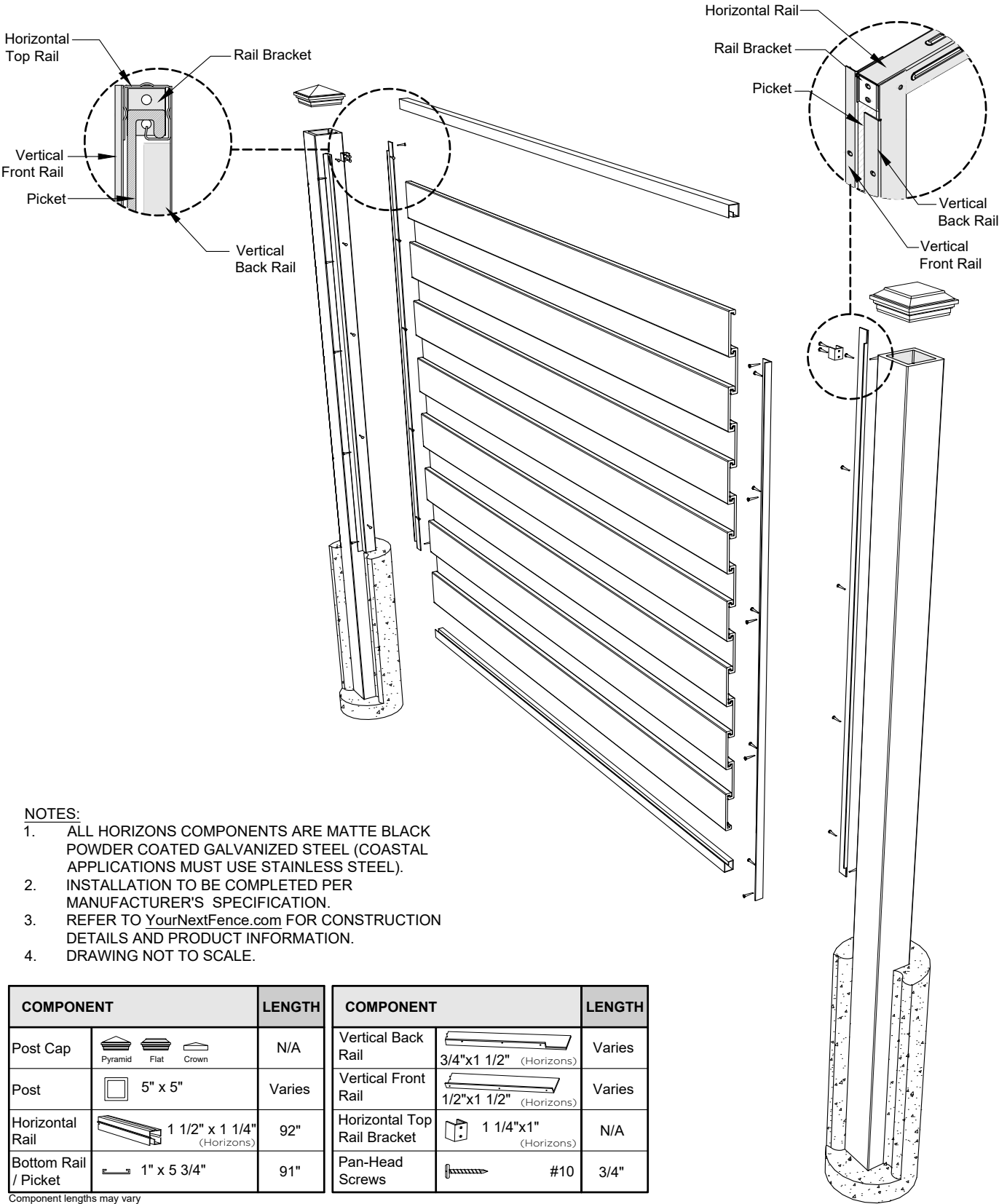
	development coordinator to lead. ACEDC is already a partner and the chamber already networks with businesses regularly and would be a valuable partner.	
Strategy H – Leverage the educational programs at Alamosa School District, Adams State University and Trinidad State Junior College to engage directly in local businesses.	<ul style="list-style-type: none"> - City economic development staff person to work with ASU and TSJC and Alamosa School District representatives to find alignment between school curricula and workforce needs. - Explore potential for establishing entrepreneurship classes. 	2
Strategy K – Support and encourage professionals and entrepreneurs who work from home:	<ul style="list-style-type: none"> - Continue to work in partnership with telecommunications companies and organizations to improve internet and cellular phone infrastructure. - Establish clear home occupation regulations and promote them to residents and realtors. - Create a directory of freelance professionals, mobile workers and telecommuters and encourage networking among them. - Encourage the development of co-working facilities that include offices and conference room facilities that can be rented on an as-needed basis (could be combined with incubator space). 	2
Strategy B – Support business-to-business networking and collaborative marketing.	<ul style="list-style-type: none"> - Hold consistent morning coffee/evening happy hours, monthly meetings, businesses could rotate hosting. - Establish a consolidated and comprehensive business directory for the city that spans all sectors. - Advertise the events/meetings with advanced notice. - Alamosa Chamber of Commerce is the partner best positioned to help implement this strategy. 	3
Strategy G – Develop business incubator space where entrepreneurs can test ideas to start new businesses and existing businesses can develop new products.	<ul style="list-style-type: none"> - Create a business and building inventory/directory (See Goal ED.5 Strategy C) -Identify potential site(s) -Consult with SLVDRG and OEDIT to establish funding for the incubator program. -Hire staff or find volunteers to provide technical assistance to start-ups. 	3

	<ul style="list-style-type: none"> -Find equipment to support the business needs. -Establish strong linkage with SLV-SBDC. 	
Strategy J – Develop strategic partnerships between economic development entities and base industry sectors such as agriculture, healthcare and tourism.	<ul style="list-style-type: none"> - Facilitate discussions with industry leaders, identify common needs gaps. -Continue to participate in sector partnerships. - Formulate a plan based on gaps or need for growth. - Partners include SLVDRG and ACEDC 	3
GOAL ED.3 – IMPROVE THE PROFESSIONALISM, KNOWLEDGE, AND ABILITIES OF THE LOCAL WORKFORCE.		
Strategies	Implementation Notes and Team	Priority
Strategy A –Develop workforce and entrepreneurial training programs that target specific workforce needs and promote these programs to businesses, entrepreneurs and public schools.	<ul style="list-style-type: none"> -Work with regional industry clusters to provide training and networking based on industry needs and goals. -Use information gathered in business visits to help develop workforce training curriculum. -Partners include Colorado Workforce Center, Alamosa School District, ASU and TSJC. 	1
Strategy E – Help underemployed individuals utilize and further develop their skills to find year-round, stable employment.	<ul style="list-style-type: none"> - Establish relationships with larger employers to help employee based training. - Investigate state incentives to help support this cost. - Partners include area non-profit organizations, churches, the Colorado Workforce Center and temporary employment agencies. 	1
Strategy B – Work with economic development and education partners to establish education and training programs that align with job opportunities.	<ul style="list-style-type: none"> -Work with regional industry clusters to provide training and networking based on industry needs and goals. -Use information gathered in business visits (See Goal ED.2, Strategy F) to help develop workforce training curriculum. -Partners include Colorado Workforce Center, SLVSBDC, Alamosa School District, ASU and TSJC. 	2
Strategy C – Increase adult education opportunities to expand adult literacy, provide primary and secondary education opportunities and career building.	<ul style="list-style-type: none"> - Area non-profits, TSJC and ASU. 	2

Strategy D – Encourage Alamosa County, state agencies and non-profits to continue to build and operate programs for training and positioning unemployed people to find employment and gain independence.	- Work with valley non-profits and the Colorado Workforce Center to help unemployed individuals find work.	2
GOAL ED.4 – IMPROVE AND INCREASE SUPPORT FOR MAJOR EMPLOYERS IN ALAMOSA.		
Strategies	Implementation Notes and Team	Priority
Strategy A – Ensure that workforce development efforts and programs are integrated with major employers in Alamosa.	- Host regular meetings among large employers and higher education representative to address workforce needs. - Partners include ASU, TSJC, Medical Industries, and the Colorado Workforce Center.	1
Strategy B – Organize a regular venue for large employers to discuss challenges and opportunities.	-Organize and host quarterly meetings with large employers. -The city economic development staff person or ACEDC would organize these meetings.	2
Strategy C – Coordinate with major employers on innovative work to their campuses and promote these projects as catalysts for improving the quality of development in Alamosa.	- Continue to have open communications between City of Alamosa Public Works, CDOT, ASU, TSJC, Alamosa School District, and medical organizations regarding campus needs and long range plans.	2
GOAL ED.5 – EXPAND ALAMOSA’S ROLE AS RETAIL REGIONAL CENTER IN CONTEXT OF THE SAN LUIS VALLEY AS A WHOLE.		
Strategies	Implementation Notes and Team	Priority
Strategy A – Identify regional center market opportunities using market research companies and other methods such as regional consumer surveys.	-Subscribe to ESRI Business Online or develop standard reports to be created by ESRI staff annually. -City economic development staff would lead this task. -Investigate ESRI grants/public sector discounts and REDI funds to offset the costs.	1
Strategy B – Share retail market information with owners of vacant or underutilized commercial buildings; retail, entertainment and restaurant entrepreneurs who have been successful in the region; real estate brokers; bankers and national retail companies.	- Utilize GIS mapping and assessor data and a field survey to conduct a business inventory to establish contact information of businesses. - Share market research results with vacant building owners, post on the city website and notify chamber members. - City economic development staff would lead this effort with	1

	assistance from ACEDC and chamber.	
Strategy C – Identify vacant land that is suitable for medium and large format retail establishments that can be cost effectively served with water and sewer infrastructure and which possess safe and convenient street or highway access.	-Utilize GIS mapping and assessor data to conduct a business and building inventory to identify vacant buildings and vacant/underdeveloped land to establish contact information of owners and tenants.	2
GOAL ED.6 – EXPAND ALAMOSA’S REGIONAL ROLE IN HEALTHCARE, TRANSPORTATION, EDUCATION AND PROFESSIONAL INDUSTRIES.		
Strategies	Implementation Notes and Team	Priority
Strategy A – Support additional development of healthcare resources in Alamosa.	- Work with health care organizations and businesses as they develop and modify facilities. - Also see workforce-related economic development strategies in Goal ED.3. -Continue the sector partnership process.	1
Strategy C – Increase commercial aviation opportunities at San Luis Valley Airport	- Recent addition of Boutique Air has resulted in improved reliable air service. - Encourage the county to identify other commuter airlines in the event that the current service is discontinued. - Encourage the county to maintain a fulltime airport manager position in order to operate a professional and FAA compliant airport. - Encourage the county to look at ways to grow the economic impact of the airport through additional hangers and other relevant businesses.	1
Strategy D – Emphasize the role of downtown as a hub for education, civic, and professional services serving residents in the San Luis Valley.	- See Chapter 5 Downtown Needs Assessment	1
Strategy B – Promote rail infrastructure as an economic asset for freight and tourism.	- Public Works coordinates with the Rio Grande Scenic Railroad to improve the attractiveness, features and encourage additional visitor services businesses in the downtown rail station area.	2

GOAL DT.7 – ATTRACT MORE RESTAURANTS AND RETAIL INTO DOWNTOWN TO CREATE A BALANCED BUSINESS MIX.		
Strategies	Implementation Notes and Team	Priority
Strategy B – Use the data collected about the downtown to create specific and targeted attraction strategies for retailers and restaurants (see Goal DT.2 Strategy B above).	- This task would be led by the Chamber Downtown Coordinator	1
Strategy A – Choose one or two empty buildings and work with owners and local realtors to position as catalyst sites.	<ul style="list-style-type: none"> - Obtain county assessor data and tie it to specific buildings. - Track vacancies in partnership with local commercial realtors. - Use market data/gap analysis (see ED.5, Strategy A and ED.8 Strategy B) to explain the market to potential owners. - Goal ED.5 – Expand Alamosa’s role as retail regional center in context of the San Luis Valley as a Whole. - Strategy A – Identify regional center market opportunities using market research companies and other methods such as regional consumer surveys. - Goal ED.8 – Target and recruit specific businesses and organizations that are appropriate for the City of Alamosa. - Strategy B – Conduct a gap analysis that identifies businesses that offer goods or services that are in demand but are not yet offered in Alamosa and distribute this to existing and prospective businesses and entrepreneurs. 	2
Strategy C – Encourage business pop-ups in empty buildings, especially during the holiday seasons.	<ul style="list-style-type: none"> - Utilize the building and business inventory to identify locations for pop-up businesses. - Establish permitting for pop-up businesses. - Promote the opportunity for pop-up businesses using social media and other web tools. - Encourage crafts booth pop-ups during the holidays. 	3



ALAMOSA PLANNING COMMISSION COMMISSION COMMUNICATION

Subject/Title:
Staff Updates

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Subject/Title:

Code enforcement updates