

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 44-R-2023**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING THE  
LIBERTY RANCH, TRACT B, MUNICIPAL FACILITIES MASTER SITE PLAN**

**WHEREAS**, an approximately 32.69-acre parcel legally described as Tract B, Liberty Ranch Filing No. 2, 2<sup>nd</sup> Amendment, pursuant to the Final Plat thereof recorded with the Weld County Clerk and Recorder at Rec. No. 3996323 (“Tract B”), was dedicated to the Town of Mead for public purposes; and

**WHEREAS**, on July 25, 2022, the Board of Trustees awarded a professional services agreement to OZ Architecture, Inc., to develop a master site plan (the “MSP”) to serve as a foundation for future development of Tract B; and

**WHEREAS**, due to the fast rate of development in the Town of Mead, both the Town of Mead’s Police Department (the “Police Department”) and the Mountain View Fire Protection District (the “Fire District”) are in need of new facilities to accommodate the additional services and growing population; and

**WHEREAS**, the High Plains Library District (the “Library District”) has also expressed an interest in exploring Tract B as the site for a new library; and

**WHEREAS**, the Police Department, the Fire District, and the Library District have determined that Tract B would be able to accommodate their respective needs and that their respective facilities would be compatible uses on Tract B; and

**WHEREAS**, a copy of the Liberty Ranch, Tract B, Municipal Facilities Master Site Plan (the “Tract B MSP”) is attached to this Resolution as **Exhibit 1**; and

**WHEREAS**, Town Staff is prepared to begin the work of establishing the land entitlement process and public improvement phasing for the future development of Tract B; and

**WHEREAS**, the Board of Trustees desires to approve the Tract B MSP; and

**WHEREAS**, the Board further desires to delegate authority to the Town Attorney and Town Manager to negotiate any necessary agreements with the Fire District and Library District to facilitate the future development of Tract B, conditioned on any such agreement(s) being brought before the Board for final review and approval,

**NOW THEREFORE, BE IT RESOLVED** by the Town of Mead, Weld County, Colorado, that:

**Section 1.** The Board of Trustees (“Board”) hereby: (a) approves the Tract B MSP attached hereto as **Exhibit 1**; (b) authorizes the Town Attorney and the Town Manager to negotiate any necessary agreements with the Fire District and Library District as may be appropriate to facilitate the development of Tract B; and (c) directs the Town Attorney and the Town Manager to present any agreements and development plans to the Board for the Board’s review and approval.

**Section 2. Effective Date.** This resolution shall become effective immediately upon adoption.

**Section 3. Certification.** The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 10TH DAY OF JULY, 2023.**

**ATTEST:**

By: Mary E. Strutt  
Mary E. Strutt, MMC, Town Clerk



**TOWN OF MEAD:**

By: Colleen G. Whitlow  
Colleen G. Whitlow, Mayor

**Exhibit 1**  
**Liberty Ranch, Tract B, Municipal Facilities Master Site Plan**

*(see attached document)*



**TOWN OF MEAD**  
MUNICIPAL FACILITIES  
MASTER SITE PLAN CONCEPT

MEAD, COLORADO | 03.20.2023

# MASTER PLAN | PROGRAM - FIRE STATION

Function / Room Name	Needed Unit Size		Needed Unit NSF	Needed Number Spaces	Needed Total NSF	Remarks
	W	D				
<b>ESTIMATED NEW STATION PROGRAM</b>						
<b>Apparatus Areas</b>	<b>5,376</b>					
Four Bays - Drive Through - TBD	96	56	5,376	1	5,376	4 bays
<b>Living Areas</b>	<b>4,815</b>					
Shared: Entry Vestibule	10	15	150	1	150	Public and FF Entrance - Possibly staffed by Police (confirm if shared)
Firefighter entrance	8	8	64	1	64	access to living quarters and app bay
Unisex ADA Toilet	8	12	96	1	96	for public use if needed for visitor + station use
Bed Rooms	9	11	99	6	594	includes wardrobe lockers, small desk, bed
Unisex Crew Bathrooms	7	10	70	3	210	
ADA Crew Bathroom	9	8	72	1	72	one adaptable ADA bath in sleeping area of station
Storage Closet - Sleeping area	2	5	10	1	10	General linen and misc. storage for area
Kitchen	18	20	360	1	360	
Dining Area	12	20	240	1	240	
Day Room	18	20	360	1	360	
Shared: Training/ Community Room	34	22	748	1	748	Seating for about 40-45, with tables and chairs, classroom setup. Regional class presentation - provide 4th floor, access to the exterior with concrete patio with cover
Shared: Storage Closet - Training Room	10	12	120	1	120	AV access, EMS Supplies, chairs, tables
Shared: Fitness Room	22	36	792	1	792	
Crew / Watch Office	14	15	210	1	210	Located near station entry and apparatus bays
Officers Office	10	10	100	1	100	
Laundry	8	12	96	1	96	Clean side of station - duty clothes and linens
Station Storage - Living Quarters	4	4	16	1	16	Varies and dispersed within daytime use areas
Display Artifact Area	2	8	16	1	16	
Janitor Closet	6	6	36	1	36	one per floor
Janitor Closet	5	3	15	1	15	one per floor
Fire Pole	7	7	49	2	98	area per floor
Stairs (2 sets)	10	15	150	2	300	
Elevator (2 floors)	7	8	56	2	112	one per floor
<b>Apparatus Bay - Support Space</b>	<b>1,700</b>					
Decon Room / Bay Laundry	15	18	270	1	270	Apparatus bay use only. Extractor + W/D
Tool Decon Area / Alcove	3	14	42	1	42	
Decon Bathrooms	8	64	512	2	128	optional review sequence
Decon Locker Rooms / Support Areas	14	20	280	1	280	sample decon sequence plan available for review
Shop / Tool Maintenance Room	14	16	224	1	224	
Outdoor Storage and Equip.	10	12	120	1	120	
Bunker Gear Storage	18	16	288	1	288	verify locker size, style, number
EMS Storage	6	10	60	1	60	
Comp / SCBA Fill Room	16	12	192	1	192	fill room separate from compressor - potential size increase for additional storage, vehicle, etc.
Janitor Closet	4	6	24	1	24	cleaning for Apparatus rezone areas only
Unisex Toilet - App Bay Access	9	8	72	1	72	direct access to apparatus bay (Verify if wanted)
Mezzanine for training props						

Function / Room Name	Needed Unit Size		Needed Unit NSF	Needed Number Spaces	Needed Total NSF	Remarks
	W	D				
<b>Shared: Building Support</b>						
Electrical Room	8	8	64	1	64	submeter
Mechanical Room	10	12	120	1	120	submeter
Water Entry / Sprinkler	8	8	64	1	64	submeter
Communications / IT	6	9	54	1	54	
*Potential Stub in of services for PD depending on timing and room for submetering						
Total Net Square Footage			12,193		Estimated	
Total GSF plus 15% Gross Factor			14,022		Estimated	
<b>Exterior Space and Equipment</b>						
Communication Tower						verify if required
Trash Enclosure						
Sidewalks and Paved Walkways						
Front Apron - Concrete						at front entrance is adequate - American and State
Flagpole / lighting						Flags - one pole
Entry Walk						
Shared? Generator / Pad / Enclosure						review space plan to identify what will be on the em
Outdoor Patio - Cooking eating						gen (60% for fire requirements)
Outdoor Patio - Cross fit exercise						
Private parking (12 spaces for staff)						
community room parking (per zoning)						
Landscape						review town requirements
Secure private car vs PD car parking to be confirmed						
Shared: Secure Parking - PD covered spaces for 6 cars near their exit door						



# MASTER PLAN | PROGRAM - POLICE STATION

Function / Room Name	Staff Count	Needed Unit Size		Needed Number Spaces	Needed Total NSF	Shared SF	Remarks
		W	D				
<b>POLICE STATION SPACE PROGRAM</b>							
<b>Public Spaces</b>							
Entry Vestibule				1	64		
Public Lobby				1	120		not needed for fire - space for 6 chairs
Administrator/Clerk Station				1	120		Police oversee public lobby and secure lobby - administration tech person (in between lobbies)
Community/Training Room				1	800		800 60-90 public 45 training
Training Storage				1	120		8 mats for defensive tactics training (rolled up) - training contained to the matting
Women's Toilet				1	60		
Men's Toilet				1	60		
Janitor				1	30		
<b>Public space Total</b>				<b>8</b>	<b>240</b>	<b>1,134</b>	
<b>Secure Public</b>							
Waiting				1	80		Off Clerk's Office
Interview Room				1	180		2 chairs, 1 office during the interviewing
Conference Room				1	220		seats 10-12 - larger interview room
<b>Total Secure Public</b>				<b>3</b>	<b>480</b>	<b>0</b>	
<b>Office</b>							
<b>Admin Office</b>				<b>2</b>	<b>392</b>		<b>Chief &amp; Commander, 1 desk + 4 seat conference table each</b>
Large Office				1	150		
Future Office				1	64		
Tech				1	108		
Small Conference				1	108		
<b>Patrol Office</b>				<b>8</b>	<b>480</b>		<b>6 officers, 2 CSO's</b>
Open Office				1	300		<b>4 Sergeants</b>
Shared Office				1	300		
Invest. Office				1	300		
Shared Office				1	36		<b>1 Sergeant, 3 Detectives</b>
SFO				1	60		<b>3 touchdown spaces</b>
Work/Copy/Mail				1	60		
Report				1	100		<b>in SFO</b>
Storage				1	100		
Breakroom				1	240		<b>10 kitchen - if no access to public area, could also be used as a muster/briefing room</b>
<b>Office Space Total</b>	<b>23</b>			<b>12</b>	<b>2,230</b>	<b>0</b>	
<b>Secure Holding/Interview</b>							
Vehicle Sallyport				1	700		<b>Interior - room for 2 cars (one lane)</b>
Emergency/Decon Station				0	70		<b>Use fire station decon</b>
Vestibule				1	64		
Vehicle Processing/wash bay				1	336		<b>Evidence function - vehicle ticketed down for 24-48 hour period/wash bay with drain</b>
Armory Storage				1	60		<b>Ammunition, targets, etc. - storage off of wash bay, typically transport to Greeley</b>
Booking				1	60		
Breathalyzer Room				1	80		
Holding Cells				2	120		
HC Cell				1	75		<b>Accessible cell</b>
Search				0	0		<b>in Sally Port</b>
Secure Circulation				1	100		
Interview Rooms				1	108		<b>accessible from secure entry and from booking</b>
Private Toilet				1	60		<b>off of sally port - flushing from outside of room</b>
Janitor				1	36		<b>Serves cells</b>
<b>Secure Holding/Interview Total</b>				<b>13</b>	<b>1,799</b>	<b>0</b>	

Function / Room Name	Staff Count	Needed Unit Size		Needed Number Spaces	Needed Total NSF	Shared SF	Remarks
		W	D				
<b>POLICE STATION SPACE PROGRAM</b>							
<b>Secure Staff Spaces</b>							
Entry Vestibule				1	50		
Conference Room/Meeting Area				1	240		<b>Near staff entry for meetings</b>
Equipment/Storage/Armory				0	150		<b>Misc equipment, training props, radio charging, rifle safe in file area</b>
Mail				0	0		
File				1	120		
Breakroom				1	300		<b>2 tables of 8, kitchenette</b>
Evidence Storage				1	560		<b>equal to 2 contexts</b>
<b>Secure Staff Total</b>				<b>6</b>	<b>1,420</b>	<b>0</b>	
<b>Lockers &amp; Fitness</b>							
Exerciser/Training Room				1	800		<b>shared with fire</b>
Exerciser Storage				1	100		
General Locker Room				1	200		<b>20 lockers</b>
Unisex Shower/Change Room				4	400		<b>3 minimum</b>
<b>Locker &amp; Fitness Total</b>				<b>7</b>	<b>600</b>	<b>900</b>	
<b>Building Support</b>							
Mechanical Room				1	120		
Electrical Room				1	50		
ID=				1	70		<b>Serves need to be separate between file two lockers cabinets - vs - completely separate rooms</b>
Water Entry				1	64		
Building Maintenance Supplies				1	80		
<b>Building Support Total</b>				<b>5</b>	<b>0</b>	<b>384</b>	
<b>Building Total Net SF Sub-Total</b>					<b>6,769</b>	<b>2,418</b>	
20% Circulation Factor					0.20	1,354	484
Grossing Factor					0.10	812	290
<b>Total GSF</b>					<b>8,935</b>	<b>3,192</b>	<b>12,127</b>
<b>Site Area</b>							
Employee Parking	20			20	325		<b>Secured - not including fire</b>
Patrol Covered Parking				10	325		<b>Secured, close to exit</b>
Police Vehicles				0	0		<b>Do officers take police vehicles home?</b>
Public Parking	40			40	13,000		<b>For community room</b>
Outdoor Exercise				1	1,000		
Building					10,531		<b>Includes 1/2 shared spaces</b>
Setback, Circulation, etc.					15,796		<b>1.5 x building</b>
<b>Site Area Total</b>	<b>60</b>			<b>71</b>	<b>50,077</b>		



MASTER PLAN | PROGRAM - LIBRARY

Function / Room Name	Staff Count	Needed Unit Size		Needed Unit NSF	Needed Number Spaces	Base Total GSF	Enhanced Total GSF	Remarks
		W	D					
<b>Medium Library</b>								
<b>Introduction Zone</b>								
Access: Staff Assisted				950	1	950	188	
Excite: Self Guided				995	1	995	75	
Excellence: Staff & infrastructure				2,950	1	2,950	163	
<b>Subtotal</b>					<b>3</b>	<b>4,895</b>	<b>426</b>	
<b>Literacy Zone</b>								
Curate: Collection				4,037	1	4,037	276	
Unite: Gathering & Collaboration				2,000	1	2,000	1,300	
Wild Card: Community Spaces				1,150	1	1,150	920	
<b>Subtotal</b>					<b>3</b>	<b>7,187</b>	<b>2,496</b>	
<b>Building Total</b>								
Base and Enhanced subtotal				12,082	1	12,082	2,922	
<b>Building Max Total</b>	2					<b>15,004</b>		
<b>Site Area</b>								
No quantities given								
Parking assumes 1 car per 350 GSF				325	42	13,650		
<b>Site Area Total</b>	0			<b>325</b>	<b>42</b>	<b>13,650</b>		



**MASTER PLAN | PROGRAM - YOUTH SPORTS PROGRAM**

Function / Room Name	Needed Unit Size		Needed Unit NSF	Needed Number Spaces	Needed Total NSF	Remarks
	W	D				
<b>ESTIMATED YOUTH SPORTS PROGRAM</b>						
<b>Outdoor Fields</b>					<b>0</b>	
Club level Baseball fields				3		able to modify for tee ball, with dug outs + bleachers + lighting
Soccer fields				3		full size soccer fields, modify to play smaller sized games on + open space with no bleachers
<b>Support Space</b>					<b>2,000</b>	
concession/ restroom building	25	40			1,000	st. vrain sports complex with centralized location
Equipment building	25	40			1,000	for the rec side of things, supplies, nets, etc.
<b>Building Support</b>					<b>0</b>	
Parking (per zoning see table below)						adjacencies to other facilities for overflow parking
<b>Total Net Square Footage</b>					<b>2,000</b>	
<b>Total GSF plus 15% Gross Factor</b>					<b>2,300</b>	<i>Estimated</i>
<b>Use</b>	<b>Low Requirement (Urban)</b>	<b>High Requirement (Suburban)</b>	<b>Don's Thoughts</b>			
Police and Fire	2 spaces / 1,000 sf gfa	1 space / 300 sf nla	Suburban may be closer for Mead			
Library	2-3 paces / 1,000 sf gfa	1 space / 350 sf nla	Suburban may be closer for Mead			
Ballfields	1 space per 4 seats bleacher or seating capacity. If there are no defined seating areas, a special study may be required	Special study required	Go with Urban, and assume additional demand from heavy use in evenings can be accommodated in library spaces.			
<b>Equipment TBD</b>						





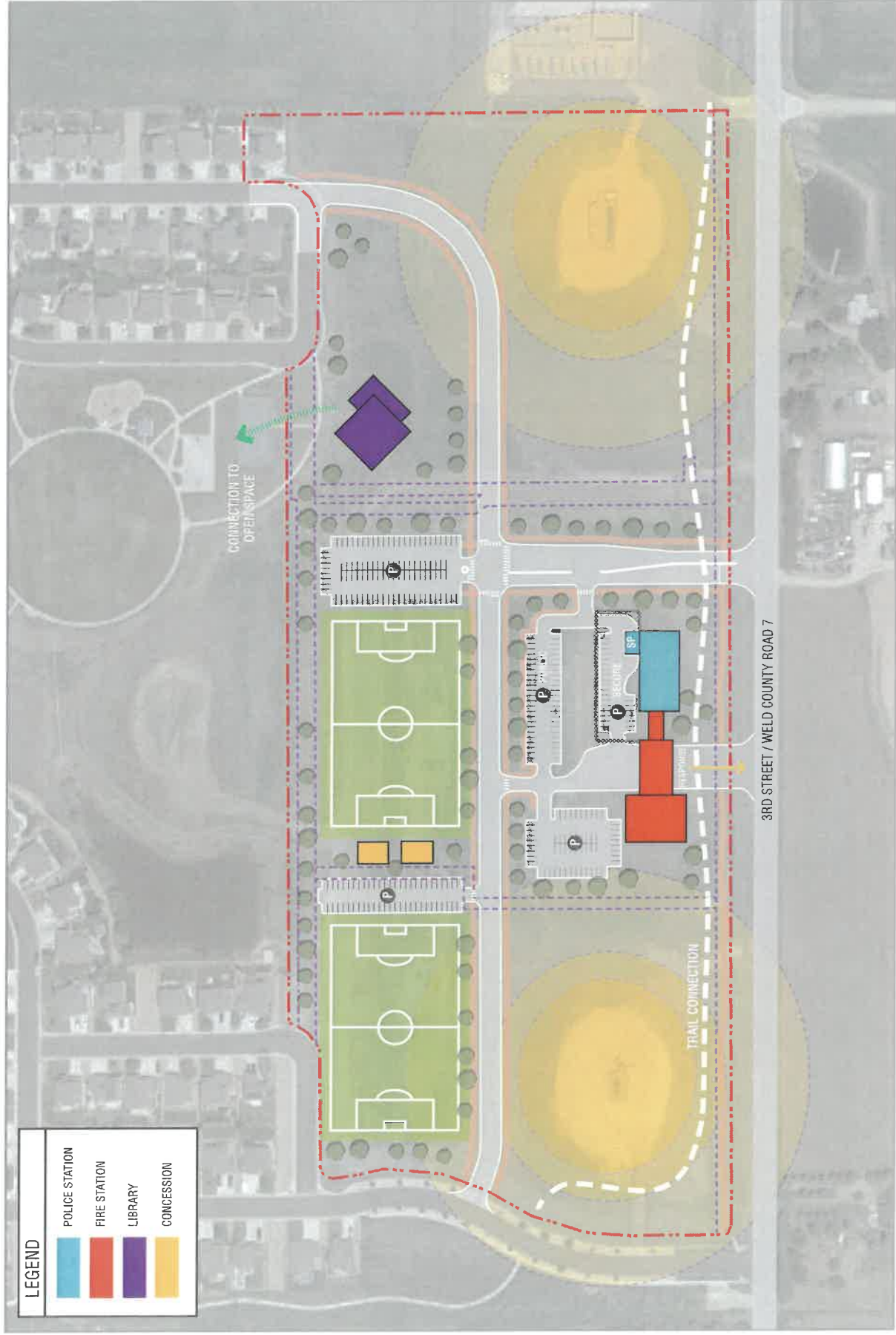
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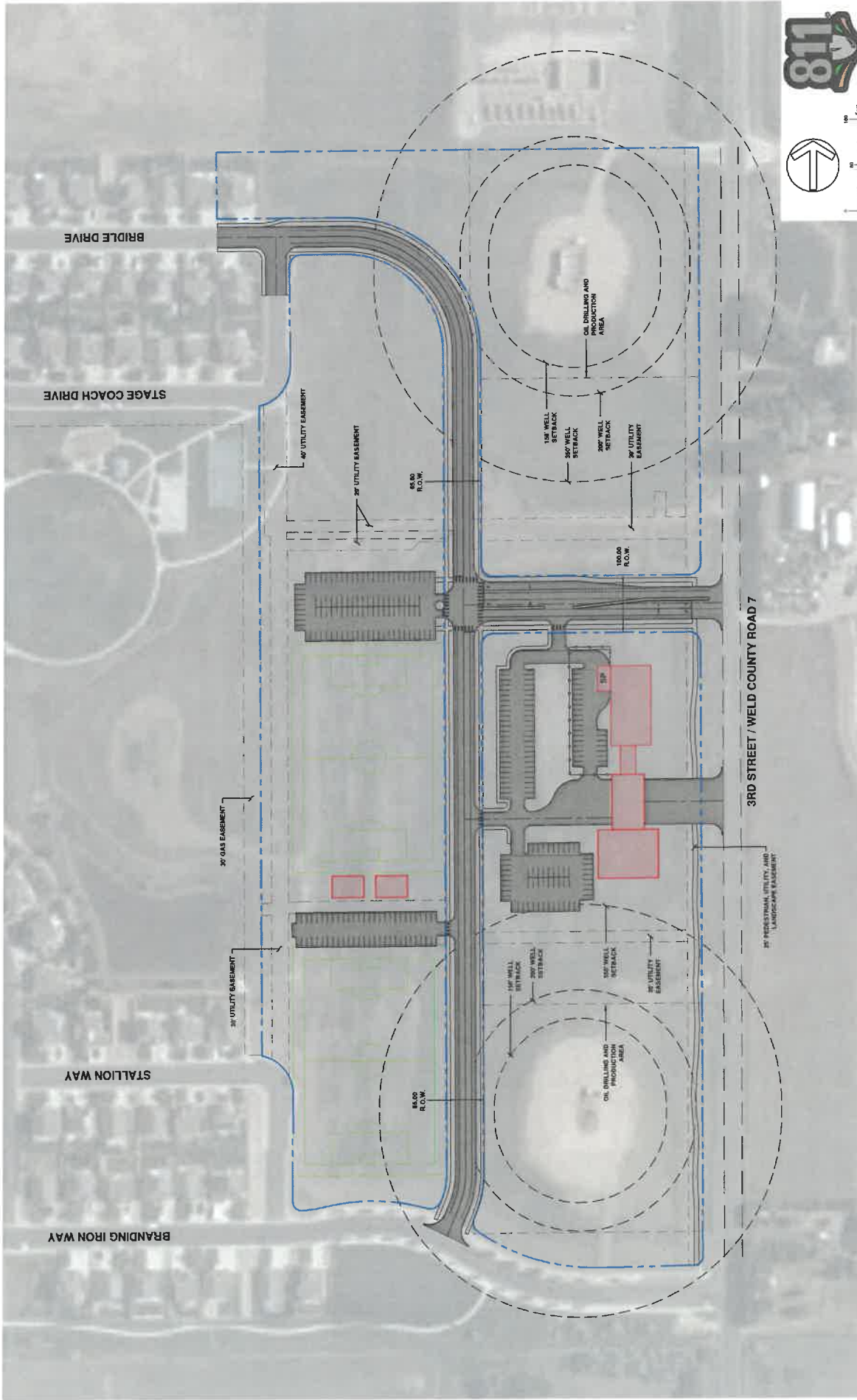


# MASTER PLAN | CONCEPT



LEGEND	
	POLICE STATION
	FIRE STATION
	LIBRARY
	CONCESSION

MASTER PLAN | CONCEPT



THANK YOU