



THE CITY OF CAÑON CITY

A GUIDE TO REGULATIONS, SERVICES AND AGENCIES IN THE RESIDENTIAL COMMUNITY

The City of Cañon City offers a variety of services to the residential community. In addition, the City has a number of regulations governing residential property which are intended for the safety and well-being of all citizens. The information contained in this brochure is intended to provide a general knowledge of the regulations governing residential property and the services available. More specific information can be obtained by contacting the appropriate City department or agency. Do not hesitate to call. The City will be happy to answer your questions and discuss your concerns. Contact City Hall at (719) 269-9011.

For more info regarding City regulations and ordinances, the Municipal Code & Charter, and various regulations, forms, etc., log onto our web site at www.canoncity.org.

January, 2007



MAYOR & CITY COUNCIL

1. The City is represented by the Mayor and seven voting members of Council who are elected in a non-partisan election and represent the city at-large.
2. To contact the Mayor or a Council member call the City Clerk's Office or check our web site.
3. City Council meetings are held on the first and third Mondays each month, at 7:00 PM in the Council Chambers, at 128 Main Street. The Council meetings are also televised on cablevision Channel 19. The agenda for each meeting is posted the preceding Friday on the bulletin board at City Hall as well as on Channel 19 & on the web page . If you wish to address Council, you may contact the City Clerk prior to the meeting, or simply appear and sign in at the meeting.

CITY ADMINISTRATOR, 128 Main Street, 269-9011

The City Administrator manages the day-to-day government operations under the direction of the Mayor and City Council, and provides supervision over all municipal departments and employees

CITY ATTORNEY, 128 Main Street, 276-5296

The City Attorney is the legal advisor to the City Council and the various departments of the City and represents the City in certain court proceedings.

CITY CLERK, 128 Main Street, 269-9011

1. Specific types of businesses must obtain a business license prior to operating in side city limits. This includes, but is not limited to, auctioneers, coin-operated amusement games, trash haulers, liquor licenses, security guard services and guards, pawnbrokers, and tree trimmers. Contact the Clerk's Office, or check our web site, for details.
2. Requests for all public records must be filed in writing with the Clerk's Office.
3. Council calendars, agendas, and events are coordinated through the Clerk's Office.
4. The Clerk's Office serves as the point for Public Information and as a liaison between the City Council and the public. Don't hesitate to call with any questions regarding City operations.

BUILDING INSPECTION / PLANNING & ZONING / CITY ENGINEER

128 Main Street— 269-9011 276-5294 276-5291

1. Building permits are required under the Uniform Building Code as adopted by the City Council. Examples of activities for which a permit is needed include, but are not limited to, the following: storage sheds, patios, fences, garages, mobile home installations, home remodeling and additions, swimming pools, roofing, and new construction of any kind.
2. General and Limited Contractors licenses must be held by all construction trades performing construction for hire. Contact the Building Division for details.
3. Cañon City is divided into Zoning Districts, each of which is designated for a primary use (residential, commercial or industrial). For information concerning which uses are allowable in your zone district, contact the Office of Planning & Zoning.
4. Single-wide mobile homes built according to HUD standards (after June 15, 1976) are allowed only in a mobile home park or a mobile home subdivision. Older mobile homes located within the city limits on or before February 21, 1998 may be relocated within the same or another mobile home park or subdivision. Permits for anchoring and skirting mobile homes may be obtained from the Code Enforcement Officer in City Hall. Double-wide manufactured homes and modular homes on permanent engineered

foundations are permitted in any zone district which permits frame-built homes. Foundation permits and building permits for manufactured homes and modular homes may be obtained from the Building Official in City Hall.

5. Common household pets such as dogs, cats, birds and fish are allowed in all residential zone districts. However, having five or more dogs is considered a kennel and must be licensed by the city and located within a zone district which permits their use. Exotic animals may be allowed, providing permission is obtained from all property owners within 250 feet, and a license is obtained from the Office of Planning & Zoning.

6. It is unlawful to accumulate junk, trash, or other debris, or to store inoperable or unsightly vehicles or vehicle parts on private property. Weeds over 8 inches high on private property and the adjacent portion of the public right-of-way must be cut and removed by the property owner or party in possession. Complaints involving such nuisance conditions are handled by the Code Enforcement Officer.

7. If you own property which contains certain species of noxious weeds, you may be contacted by the County Weed Control specialist, for assistance in appropriate control measures.

8. Livestock may be allowed in some residential zones under certain circumstances. Contact the Office of Planning and Zoning for details.

9. Home Occupations are permitted in your home or accessory building providing certain conditions are met. Contact our office for details.

10. Child care facilities must be licensed by the Department of Human Services and located in an appropriate zone district. Please contact the Office of Planning and Zoning for more information.

11. Any work to be done in the public right-of-way must be performed by a licensed and bonded contractor, and requires an excavation permit, which can be obtained at City Hall. Examples of such work include the installation of utility services, driveway cuts, sidewalks and curb & gutter.

12. Snow and ice removal on sidewalks is the responsibility of the property owner or party in possession, and must be done immediately after a snowfall.

13. Flood hazard information may be obtained from the City Engineer or the City Building Official.

14. Yard and/or garage sale signs are not permitted to be placed in public rights-of-way or on any public poles. Signs and sales are limited on each property annually. Please contact the office of Planning & Zoning for details.

CITY CEMETERIES—

LAKESIDE (1008 Elm Ave.) & GREENWOOD (S. 1st. St.) - 269-9024

A complete set of rules, regulations and fee schedule may be obtained at the Lakeside Cemetery Office located in the Public Works building at 1525 S. 9th. St., at the office of the City Clerk in City Hall at 128 Main Street, or on our web site.

COURT (MUNICIPAL), 161 Justice Center Road, 276-5601

Traffic and parking tickets and citations issued pertaining to City Ordinances are handled through the Municipal Court.

LIBRARY, 516 Macon Avenue, 269-9021 (Literacy Help Line 269-1841)

Library hours are:

Monday through Thursday — 9:30 AM to 8:00 PM

Friday — 9:30 AM to 5:00 PM

Saturday — 9:30 AM to 2:00 PM (School year)

Closed on Sunday

Story hours are held at various times throughout the year. Contact the Library for more information, dates, and times.

PARKS AND FORESTRY, 221 Griffin Avenue, 269-9028

1. All elm trees on public and private property are surveyed each year for the presence of Dutch Elm or other communicable diseases or insect infestation. Confirmed cases of such disease or disease-breeding conditions are condemned and are required to be removed at the property owner's expense to an appropriate disposal site.
2. City parks include Centennial Park, Veterans Park, Rudd Park, Mountain View Park, and a number of small neighborhood "pocket parks", all located within the city limits and providing picnic and playground facilities. The City also maintains two mountain parks, Red Canyon Park (north of the city in the Garden Park area) and Temple Canyon Park (south of the city on Temple Canyon Road), which provide picnic and camping facilities as well as hiking trails and other outdoor recreational opportunities. The Royal Gorge Bridge and Park are also owned by the City, and include picnic and camping areas and hiking trails, as well as the bridge attraction. For information regarding park usage, please contact the Parks Department.

POLICE, 161 Justice Center Road, 276-5600 (Emergency 911)

The Cañon City Police Department protects the public safety throughout City limits. Programs include, but are not limited to: Patrol, Investigations, Victims Assistance, Parking Enforcement, Animal Control, School Resource Officer, DARE Program, Community Watch, Kids 'n Cops, Drug Task Force, Internet Crimes Against Children prevention, etc. Contact us for more information regarding any of these programs or divisions.

1. All dogs must be licensed through one of the local veterinarians. A leash law requires that dogs be properly restrained when off the owner's property. Five or more dogs of at least 4 months of age constitutes a kennel and must be licensed by the City and properly zoned. Contact Planning and Zoning for regulations.
2. Door-to-door sales are prohibited in residential areas within the City limits, with the exception of those by non-profit or charitable organizations. Contact the Office of the City Clerk for more information.
3. No firearms of any kind or air rifles may be discharged within the City limits.

PUBLIC WORKS/ STREETS/WATER DISTRIBUTION, 1525 9th St., 269-9027

This department maintains the streets and surfaces located within the public rights-of-ways, provides snow removal from roadways, and maintains the water system throughout the community. Contact this department during normal business hours to report roadway hazards, pot holes, or water line breaks. (After hours, contact the non-emergency number at the Police Department (276-5600))

ROYAL GORGE REGIONAL MUSEUM & HISTORY CENTER

612 Royal Gorge Blvd., 276-5279

The Museum was founded in 1927 with an initial bequest by prominent local land developer and explorer W. Dallas DeWeese. His collection of exotic trophies, Native American artifacts and fossil remains form the backbone of a diverse museum collection. Among the holdings are gun and mineral collections of note as well as many other collections. The museum complex includes the 1860 Rudd log cabin, 1881 stone house and another early structure moved to the site in the 1980's. Various exhibits are on display throughout the year. Contact the museum for a detailed calendar.

The mission of the Local History Center is to obtain and preserve records and artifacts of enduring value and to provide public access to a collection of materials that reflects the ongoing history of Fremont and Custer counties in Colorado. Our collection includes files on families, historic structures and sites, photographs and negatives, maps and property documents, and a huge inventory of various items documenting our region.

SALES TAX, 128 Main Street, 276-5252

1. In addition to the 2.9% State and 1.5% County sales taxes, the City of Cañon City collects sales tax on retail sales at the rate of 2%. New businesses must fill out an application for approval by the Sales/Use Tax Department and the Office of Planning and Zoning. Businesses may also need to contact the City Clerk's Office to obtain specialized licenses. Businesses receive a sales tax report in the mail which is due the 20th of the following month.
2. The City of Cañon City collects a use tax equal to 2% on items including construction or building materials which are used or consumed in the city limits.

UTILITY DEPARTMENT, 128 Main Street, 276-9015

The City of Cañon City operates both a water and stormwater utility.

1. Questions about your water and stormwater billing, setting up new water service, or discontinuing water service can be handled by phone. Bills may be paid during the hours of 8:00 AM to 5:00 PM, Monday through Friday, in the cashier's office in City Hall, 128 Main Street.
2. Billings for residential properties are sent out quarterly. A minimum rate and usage of water above the minimum allowed is billed in arrears. Commercial properties are billed monthly in arrears for both usage and the minimum. Please contact our office to find out which billing cycle you are in, the size of meter and how your service is being billed. It is the owner's responsibility to report any changes that would affect billing at the service location.
3. Stormwater fees are calculated based upon the amount of impervious surface on your property. This includes roofs, driveways, sidewalks, etc. Questions regarding this calculation should be directed to 269-9011.
4. It is against the city ordinance for water to be turned off or on by anyone other than an authorized Cañon City employee. If you should need the water turned off or on for repairs, there is no charge during the normal working hours of 7:00 AM to 3:30 PM. After hours there is a fee. After hours call the Police Department at 276-5600.
5. Non-payment of billing for service constitutes a lien against the property. All billings will remain in the owner's name.
6. If you have questions concerning your meter pit maintenance, request for line locates on city property, reporting of major service line breaks, repairs to the fire hydrants, etc., please phone the Public Works Department at 269-9022. The City has installed a new bulk water station that is key- controlled. All trucks used to haul water need to be inspected before a key will be issued.
7. For questions concerning the treatment, filtration or quality of water, or to set up a tour of the water treatment plant, call 269-9019
8. Questions concerning water tap fees and/or extensions of water mains should be directed to the City Engineer, 128 Main Street, 269-9011.

SERVICES PROVIDED BY OTHER ENTITIES

Electricity, natural gas, sewer, garbage collection, fire protection, phone, cable, and irrigation ditch services are provided by other entities or special taxing districts.

FIRE PROTECTION DISTRICT

Station 1, 1475 N. 15th. St., 275-8666 (Emergency - 911)

Station 2, 1349 Elm Ave., 275-0601

1. Residents are responsible to ensure that any fire hydrant located adjacent to their property is visible and accessible at all times.
2. No open burning is allowed, with the exception of agricultural burning, which requires permission from the Fire District.

3. For information concerning wood-burning stove installation contact the City Building Department.
4. A permit is required to burn candles when 50 or more persons are present.
5. It is recommended that every household be equipped with one or more operating smoke detector and at least one fire extinguisher, preferably located in the kitchen.
6. Address numbers which are clearly visible from the street are required to be posted on the front of the home.
7. A fire district impact fee is collected for new construction through the building permit process.

GARBAGE COLLECTION AND RECYCLING

Garbage pickup and disposal is handled through the private sector. There are several local companies which provide service to residential and business customers on a regular basis. In addition, privately owned and operated transfer stations and the Phantom Canyon Landfill accept garbage, yard waste and other debris. Check the yellow pages for a listing of service providers.

The City of Cañon participates in the Upper Arkansas Area Regional Recycling Program. Recycling drop-off stations, which accept newspapers, all glass and tin and aluminum cans, are conveniently located at the following sites:

1. The Museum parking lot, 612 Royal Gorge Blvd.
2. Alco Discount Store, 1711 Fremont Drive
3. Mountain View Park, North Orchard Ave.
4. Fremont County Family Center, 1401 Oak Creek Grade Road
5. North Safeway parking lot, 1414 Main Street
6. Wal-Mart parking lot, 3105 US Highway 50

Instructions and waste disposal containers are located at each site.

IRRIGATION DITCHES

Cañon City is served by several irrigation ditches, providing water for agricultural, gardening and landscaping uses. The ditch companies are responsible for the maintenance of the ditches, and the adjacent property owners who use the irrigation water are responsible for the laterals which feed from the ditches. Laterals must be kept free of debris and weeds so the water flow will not be impeded.

For more information about your ditch water, contact the ditch company representative at the numbers provided below, or the Natural Resources Conservation Service at 275-4465.

BEAVER PARK DITCH—372-3664
 CAÑON HEIGHTS DITCH—269-1854 or 276-0512
 CROOKED DITCH—275-9249 or 275-2068
 DEWEESE DITCH—275-3733 or 276-8568
 FREMONT DITCH—561-6334 or 784-6557
 FRUITLAND DITCH—275-5859 or 275-1556
 GRANDVIEW DITCH—275-6359 or 275-6286
 HYDRAULIC DITCH—275-6359
 OIL CREEK DITCH—269-3962 or 275-3727
 PUMP DITCH—369-7047 or 269-3862
 SOUTH CAÑON DITCH—275-9634 or 275-6107
 UNION DITCH—561-6334 or 784-6557

DIRECTORY OF UTILITY COMPANIES AND PUBLIC OFFICES

AQUILA—(Electricity)

3110 Utility Lane / (800) 303-0752

ATMOS—(Gas Service)

1 (888) 442-1313 or (800) 662-6185

QWEST

Resid. Service: 1-800-244-1111

BRESNAN COMMUNICATIONS

402 Main St. / 275-1656

FREMONT SANITATION DISTRICT (Sewer Service)

107 Berry Parkway: 269-6100

CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT

575 Ash / 275-1578

FREMONT RE-1 SCHOOL DISTRICT ADMINISTRATION

14th. St. & Main St.
276-5700

FREMONT COUNTY ADMINISTRATION OFFICES

615 Macon Ave.

Assessor: 276-7310

Building & Health: 276-7460

Clerk & Recorder: 276-7330

Commissioners: 276-7300

Coroner: 276-7358

Extension Service: 276-7390

Finance Office: 276-7350

Planning & Zoning: 276-7360

Treasurer: 276-7380

Sheriff: 100 Justice Center Road—
276-5555

UPPER ARKANSAS AREA COUNCIL OF GOVERNMENTS

3224 Independence Rd. / 275-8350

ST. THOMAS MORE HOSPITAL

1338 Phay Ave. / 269-2000

NATURAL RESOURCES CONSERVATION SERVICE

0248 Dozier Ave. / 275-4465

HUMANE SOCIETY ANIMAL SHELTER

110 S. Rhodes Ave. / 275-0663

CAÑON CITY

CHAMBER OF COMMERCE

403 Royal Gorge Blvd./275-2331

CAÑON CITY

MUNICIPAL OFFICES

City Hall - 269-9011

128 Main Street

Administrator, Building

Inspector, City Clerk,

Engineer, Planning &

Zoning, Special Projects,

Finance, Code Enforcement

Water Billing - 269-9015

Police Department - 276-5600

(Emergency - 911)

161 Justice Center Road

Museum & History Center—276-5279

612 Royal Gorge Blvd.

City Equipment Shop - 269-9023

1501 S. 9th. St.

Public Library - 269-9021

516 Macon Ave.

Public Works - 269-9022

1525 S. 9th. St.

Water Treatment Plant - 269-9019

103 Tunnel Drive

Municipal Court - 276-5560

161 Justice Center Road

Parks & Forestry - 269-9028

221 Griffin Ave.

Cemetery - 269-9024

1525 S. 9th. St.

CAÑON CITY FIRE

PROTECTION DISTRICT

Station 1, 1475 N. 15th. St.

275-8666 (Emergency - 911)

Station 2, 1349 Elm Ave.

275-0601 (Emergency - 911)

FREMONT COUNTY

DISTRICT ATTORNEY

161 Justice Center Road / 269-0170

FREMONT COUNTY

DEPT OF SOCIAL SERVICES

172 Justice Center Road / 275-2318

FREMONT COUNTY

NURSING SERVICE

172 Justice Center Road / 275-2318

