

Timeline to Complete a Referendum in Lakewood, Colorado							
Dates of Referendum Period	Date of Filing of Petition to the CCO	Sufficiency Review Period	Protest filed	Protest concluded	Presentation to City Council	Range of dates within which a special election may be called	Time frame during which a special election may be called as impacted by State laws
Charter 7.4(c)	Charter 13.2(b) LMC 2.52.130	LMC 2.52.150 (A)	LMC 2.52.150(D)	§31-11-110(3)	Charter 13.2(c) Or L.M.C. 2.52.170	Charter 13.2(e)	C.R.S. 31-10-108
30 days from date of City Council approval except for certain zoning matters which allow for 45 days from date of approval	A referendum petition must be filed prior to the end of the referendum period. For zoning codes that is within 45 days from date of approval	30 days following <u>filing</u> unless there is a protest. The “protest” period is incorporated into the sufficiency review period, and can extend this period.	A protest of the sufficiency of the petition to meet the legal mandates (a.k.a. “protest”) may be filed within 30 days following <u>filing of petition</u> ; a hearing will be held 5-20 days following mailing of notice to all parties.	All “protest” hearings shall be concluded within sixty days after an initiative or referendum petition has been filed with the City Clerk. No later than five days after the conclusion of the hearing, the hearing officer shall issue a written determination of whether the petition is sufficient or not sufficient.	Either the first regular meeting more than 30 days from date petition was filed with the clerk, <u>or</u> if a “protest” is filed, the first regular meeting following determination of sufficiency.	The City Council will designate by resolution an election date. The date shall be not less than thirty (30) days nor more than ninety (90) days after the petition is presented to City Council.	Special elections must be called for a Tuesday. There are certain limitations on scheduling around primary or regular elections which are not applicable during Q1 and Q2 of 2026.
<u><b>TOTAL</b></u> OF 60 DAYS FROM FILING OF REFERENDUM PETITION TO COMPLETION OF PROTEST HEARING				<u><b>TOTAL</b></u> POSSIBLE DAYS FROM PRESENTATION TO COUNCIL TO ELECTION IS 120 DAYS.			

Blue shading highlights the date a petition is filed with the clerk, the date upon which the rest of the timeline is dependent.

Orange shading indicates the sufficiency review period.

Calculation of days: All days are counted, but if an end day lands on a weekend or holiday it is automatically rolled to the next business day.

**C.R.S. 31-10-108.** Special elections shall be held on any Tuesday designated by ordinance or resolution of the governing body. No special election shall be held within the ninety days preceding a regular election. No special election shall be called within sixty days before the date thereof, nor shall any special election be held within the thirty-two days before or after the date of a primary, general, or congressional vacancy election. A special election may be held at the same time and place as a primary, congressional vacancy, or general election as a coordinated election pursuant to [section 1-7-116](#), [C.R.S.](#), or may be conducted at the same time as a mail ballot election pursuant to article 7.5 of title 1, C.R.S. Special elections shall be conducted as nearly as practicable in the same manner as regular elections.