Town Council
Tuesday, July 27, 2021
Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO

This agenda and the meetings can be viewed at www.Townofeagle.org.
Times listed are approximate and are subject to change.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This will be an in-person meeting with access for the public to attend via the Zoom link below.

   ACCESS THE ONLINE MEETING HERE

   Please note: All participants are automatically muted. In order to be called upon and unmuted, you will need to use the "raise hand."

   When it's your turn to speak, the moderator will unmute your line and you will have three (3) minutes for public comment.

   PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to Jenny Rakow, Town Clerk, and will be included as part of the record.

   For technical difficulties please email bill.shrum@townofeagle.org and we will do our best to assist you.

CALL TO ORDER - 6:00 PM

ROLL CALL - 6:05 PM

ADOPTION OF AGENDA - 6:05 PM *Opportunity for amendment or deletions to the agenda.*

PUBLIC COMMENT - 6 :05 PM *Citizens are invited to comment on any item, not on the Agenda subject to a public hearing. Please limit your comments to three (3) minutes per person per topic unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.*

CONSENT AGENDA - 6:10 PM *Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.*

1. Minutes - July 13, 2021
2. Resolution No. 55, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Memorandum of Understanding by and Between Abrika Properties LLC and the Town of Eagle"
3. Resolution No. 57, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Funding Contribution towards Mountain Recreation's Capital Campaign to make Improvements to the Pool & Ice Rink Facility"

STAFF REPORTS - 6:15 PM *The Town Manager and department staff prepare and provide internal updates to the council.*

1. Town Manager Update

LIQUOR LICENSE AUTHORITY - 6:20 PM

1. PUBLIC HEARING: Project 1901 LLC dba Grand Avenue Grill - Request for Transfer of Ownership of a Hotel & Restaurant Liquor License

BUSINESS ITEMS - 6:25 PM *Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.*

1. East Eagle Sub Area Plan (EESAP) Update and Review
2. Resolution No. 56, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Adopting Town-Wide Sustainability Goals"
3. Outdoor Recreation Economy District Research and Strategy Project Proposal

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS - 7:25 PM

1. Council Committee Updates
2. Future Agenda Items
3. Discussion of Development Code Update Process and Appointment of Council Member to the Land Use Code Committee.

ADJOURN - 7:45 PM

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.

_____
Jenny Rakow, CMC
Town Clerk

PUBLIC WIFI - TOEG – townofeagle2019

MEETING MINUTES
Town Council
Tuesday, July 13, 2021
Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO

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Times listed are approximate and are subject to change.

TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This was an in-person meeting with access for the public to attend via Zoom.

CALL TO ORDER - 6:00 PM

Mayor Turnipseed called the meeting to order at 6:05 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT

Scott Turnipseed, David Gaboury, Janet Bartnik, Ellen Bodenhemier

COUNCIL MEMBERS ABSENT

Mikel Kerst, Matt Solomon, Geoff Grimmer

STAFF PRESENT

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Bill Shrum, Assistant Town Manager
Jenny Rakow, Town Clerk
Jill Kane, Finance Director/Treasurer
Chad Phillips, Comm Dev Director/Town Planner
Tom Gosiorowski, Public Works Director
Joey Staufer, Police Chief
Brian Lieberman, Open Space Coordinator
Peyton Heitzman, Planner
Kevin Aoki, IT Manager

ADOPTION OF AGENDA

MOTION: Council Member Janet Bartnik motioned to amend the agenda to move the following two business items to the Consent Agenda Resolution No. 53, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Adopting an Intergovernmental Agreement Between the Town of Eagle and the City of Glenwood Springs for Broadband Operational Support" and Resolution No. 54, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Reappointing Members to the Downtown Development Authority Board of Directors" and add discussion of a Letter of Support for Eagle County Conservation District Grant. The motion was seconded and passed with a vote of 4 in favor (Turnipseed, Gaboury, Bartnik, and Bodenhemier) and 0 opposed.

PUBLIC COMMENT

Mayor Turnipseed opened public comment, there was no public comment.

PRESENTATIONS

1. Eagle Mushroom Festival, Mary Ann Morrison and Tom Boni
   Mary Ann Morrison and Tom Boni presented this item.

CONSENT AGENDA

MOTION: Council Member Janet Bartnik motioned to approve the consent agenda. The motion was seconded and passed with a vote of 4 in favor (Turnipseed, Gaboury, Bartnik, and Bodenhemier) and 0 opposed.

1. Minutes - June 22, 2021

2. Bill Pay - June 2021

3. Resolution No. 51, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Accepting Certain Public Improvements from Two10 Freestone and Authorizing the Reduction of Funds in Escrow Due to the Completion of Public Improvements"

4. Resolution No. 52, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Authorizing the Release of the Performance Guarantee for Chambers Lofts/R&H Mechanical due to the Completion of Public Improvements"

5. 2020 Audit Extension Request

1. Resolution No. 53, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado Adopting an Intergovernmental Agreement Between the Town of Eagle and the City of Glenwood Springs for Broadband Operational Support.”

2. Resolution No. 54, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado Reappointing Members to the Downtown Development Authority Board of Directors.”

STAFF REPORTS

1. Town Manager Update

   Brandy Reitter introduced Kevin Aoki as the Town’s IT Manager.

2. Department Update

   Council comments: inquiry about American Rescue Plan money and when the Town will get information on how to use it. Staff provided that additional information will be forthcoming by end of this month.

3. 2021 Election Information

BUSINESS ITEMS

3. Resolution No. 50, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado Adopting the Eagle Downtown Development Authority Plan of Development."

   MOTION: Council Member David Gaboury motioned to approve Resolution No. 50, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado Adopting the Eagle Downtown Development Authority Plan of Development." The motion was seconded and passed with a vote of 4 in favor (Turnipseed, Gaboury, Bartnik, and Bodenhemier) and 0 opposed.

4. PUBLIC HEARING: Ordinance No. 10, Series 2021, “An Ordinance of the Town of Eagle, Colorado, Amending the

2021 Budget for the Town of Eagle General Fund, Water Fund, Capital Improvements Fund, Sales Tax Capital Improvements Fund, Conservation Trust Fund, and Open Space Fund."

Mayor Turnipseed opened the public hearing and public comment. There was no public comment.

MOTION: Council Member Ellen Bodenhemier motioned to approve Ordinance No. 10, Series 2021, "An Ordinance of the Town of Eagle, Colorado, Amending the 2021 Budget for the Town of Eagle General Fund, Water Fund, Capital Improvements Fund, Sales Tax Capital Improvements Fund, Conservation Trust Fund, and Open Space Fund." The motion was seconded and passed with a vote of 4 in favor (Turnipseed, Gaboury, Bartnik, and Bodenhemier) and 0 opposed.

5. Town Council Update on Communication Strategy

   Bill Shrum presented this item. Staff is seeking feedback from the council on the proposals in the staff memo.

   Council comments: Council reached a consensus that all engagement principles are important and staff should strive to meet them. Council requested to leverage the Town's social media better and further discussion is needed on the town's brand. Further discussion on hiring a part-time communications coordinator and use consultants for specific projects. The staff will prepare the budget with council recommendations.

6. Town Council Retreat Follow Up

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS

1. Council Committee Updates

   Council Member Bodenhemier updated on Adam's Way trail nearing completion. Discussion on creating a river users ad hoc group under OSRAC to obtain ideas and information.

   Mayor Turnipseed would like a future agenda item to discuss having the Eagle Valley Community Fund potentially partner with the Palmer Fund. Would also like to discuss sustainability and moving forward with Net-Zero.

2. Future Agenda Items

3. 4H Funding Request Discussion

   Discussion of the 4-H auction and funding an auction purchase in the amount of $1500. The purchase will be donated to the Community Market.

4. Letter of Support for Eagle County Conservation District Grant

   Scott Schlosser was present representing the Conservation District and requested support for a pilot program for a virtual fencing program and grant opportunity. Staff will draft the support letter and send it to the council for review before obtaining the Mayor's signature.

ADJOURN - 7:00 PM

MOTION: Council Member Janet Bartnik motioned to Adjourn. The motion was seconded and passed with a vote of 4 in favor (Turnipseed, Gaboury, Bartnik, and Bodenhemier) and 0 opposed.

Approved:
Date:

Scott Turnipseed, Mayor

Jenny Rakow, CMC Town Clerk

To: Mayor and Town Council

From: Chad Phillips, Community Development Director

Date: July 27, 2021

Agenda Item: Resolution No. 55, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Memorandum of Understanding by and between Abrika Properties, LLC and the Town of Eagle"

REQUEST:

Staff requests that the Town Council review a resolution establishing a Memorandum of Understanding (MOU) with Abrika Properties, LLC to proceed forward with their application that includes swapping a portion of Tract E for Tract X, in Haymeadow Filing No. 1 for public facilities.

INTRODUCTION:

In 2019, the Town of Eagle approved a final plat for Filing No. 1 which included a land dedication to the Town. The land dedication known as Tract E was designated for a school and recreation site. Haymeadow desires to swap a portion of Tract E for Tract X (a parcel yet to be specifically identified or subdivided) for a recreation/public facilities site. They are asking the Town Council to execute an MOU that will give assurances to Haymeadow to move forward with the swap proposal in their PUD amendment. The MOU is not binding and an approval to proceed forward does not mean there is an approval of the proposal. The purpose of the MOU is a notice to proceed with the proposal in their amendment application. The MOU does not change the land use process or outcome of that process. Matt Mire, the Town Attorney, will address this agenda item and will answer any questions by the Town Council.

ANALYSIS:

MOU Provisions

- The Town and Haymeadow agree to proceed forward with the swap of a portion of Tract E in their PUD amendment application.
- The MOU is not binding, and the official amendment will follow all quasi-judicial land use processes.
- The MOU outlines the steps required if the swap is approved following the land use

process.
- The Town has the right to withdraw its consent to the processing of any land use application affecting Town-owned property.

COMMUNITY INPUT:

Staff has not received any comment regarding the MOU. The PUD amendment application will be noticed and processed in accordance with all requirements.

BUDGET / STAFF IMPACT:

There is no impact on the budget and staff associated with this agenda item.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

This proposal does not align with any standards as it is an administrative request made by Abrika Properties, LLC.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to approve or deny the adoption of Resolution No. 55, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Memorandum of Understanding by and between Abrika Properties, LLC and the Town of Eagle"

ATTACHMENTS:

- Resolution No. 55, Series 2021
- MOU

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 55
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO APPROVING A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN ABRIKA PROPERTIES LLC AND THE TOWN OF EAGLE

WHEREAS, Abrika Properties LLC is the developer of certain real property in the Town of Eagle, Colorado, known as the Haymeadow development (the "Property");

WHEREAS, The Town and Abrika are parties to that certain "Agreement Relating to the Annexation and Development of Property Known as the Haymeadow Parcel A, Parcel B, and Parcel C Additions to the Town of Eagle, Colorado, also known as the Haymeadow PUD", dated March 5, 2014, and recorded in the real property records of Eagle County, Colorado, on May 30, 2014, as Reception No. 201408816 (the "ADA"), which relates to the Property;

WHEREAS, Abrika has conveyed to the Town certain real property legally described as Tract E, Haymeadow Filing No. 1 ("Tract E") for school/recreation purposes, as contemplated by Section 15 of the ADA;

WHEREAS, Abrika is interested in pursuing the possibility of using a portion of Tract E for residential development;

WHEREAS, Abrika desires to pursue the land use processes that would be necessary to permit Abrika to accomplish the swap of property and development of residential housing units on a portion of Tract E, including, without limitation, amendment of the PUD Guide to permit residential development on Tract E; and

WHEREAS, Abrika and the Town wish to enter into the Memorandum of Understanding, attached hereto as **Exhibit A** and made a part hereof by this reference (the "MOU"), to set forth the process for, and certain understandings related to, the Town joining in the land use applications necessary to achieve the land swap.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, THAT:

Section 1. The Town Council hereby approves the MOU in substantially the same form as attached hereto as **Exhibit A,** and in a form approved by the Town Attorney.

INTRODUCED, READ, PASSED AND ADOPTED ON JULY 27, 2021.

TOWN OF EAGLE, COLORADO

_____

Scott Turnipseed, Mayor

ATTEST:

_____

Jenny Rakow, Town Clerk

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into on July ___, 2021, by and between Abrika Properties LLC, a Florida limited liability company ("Abrika") and the Town of Eagle, Colorado, a Colorado home rule municipal corporation (the "Town").

RECITALS

A. Abrika is the developer of certain real property in the Town of Eagle, Colorado, known at the Haymeadow development and as more particularly described in the ADA (hereinafter defined) (the "Property").

B. The Town and Abrika are parties to that certain "Agreement Relating to the Annexation and Development of Property Known as the Haymeadow Parcel A, Parcel B, and Parcel C Additions to the Town of Eagle, Colorado, Also Known as the Haymeadow PUD", dated March 5, 2014, and recorded in the real property records of Eagle County, Colorado, on May 30, 2014, as Reception No. 201408816 (the "ADA"), which relates to the Property.

C. The Property is subject to the PUD Preliminary Plan and the PUD Guide recorded as Ordinance No. 11, Series of 2014, recorded April 10, 2014 as Reception No. 201405692 (the "PUD Guide").

D. Abrika has conveyed to the Town certain real property legally described as Tract E, Haymeadow Filing No. 1 ("Tract E"), as contemplated by Section 15 of the ADA.

E. Abrika is interested in pursuing the possibility of using a portion of Tract E for residential development and exchanging that for land of greater size in Neighborhood C of the Property. The parties intend that the remaining portion of Tract E that the Town will continue to own following the exchange will contain sufficient acreage to satisfy the Town's obligation to convey property to the Eagle County School District as provided in Section 15 of the ADA.

F. Abrika desires to pursue the land use processes that would be necessary to permit Abrika to accomplish the swap of property and development of residential housing units on a portion of Tract E, including, without limitation, amendment of the PUD Guide to permit residential development on Tract E. The purpose of this MOU is to set forth the process for, and certain understandings related to, the Town joining in the land use applications necessary to achieve the swap, including the current application for amendment of the PUD Guide, File No. PUDA20-01.

For the foregoing reasons, the Parties desire to set forth their understandings and acknowledgements regarding the school parcel swap and related land use approvals, as follows:

1. The Town, as the owner of Tract E, will consent to and sign the application for amendment of the PUD Guide. The Town Council will consider this application in its ordinary course, as a quasi-judicial matter, and the Town does not commit that the application will be approved or, if approved, whether such approval will be subject to conditions. Abrika understands and acknowledges that by entering into this MOU or by executing any land use application hereunder, the Town is not committing itself to approve the same, and that the Town Council will review all such applications without prejudgment.

2. If all land use approvals are granted that are necessary to permit the swap of the park sites and the development of residential property, as described in this MOU, then the following general steps will be taken to achieve those results:

   a. A new parcel of approximately 6.5 acres created within Tract E will be conveyed from the Town to Abrika (the "Tract E sub-parcel") in exchange for Abrika's conveyance to the Town of a new parcel of approximately 8 acres created within Tract X. Abrika agrees that it shall install the necessary utilities to the new 8 acre parcel when they are needed by the Town for its intended use of the new parcel. At the request of the Town, Abrika will execute a separate agreement to memorialize this commitment.

   b. Abrika will develop the Tract E sub-parcel for residential housing purposes in conformance with the amended PUD Guide, all applicable Town regulations, and any conditions of any applicable land use approvals.

3. At any time, the Town reserves the right to withdraw its consent to the processing of any land use application affecting any Town-owned property, which action would have the effect of a withdrawal of the application by the applicant. Similarly, at any time Abrika may determine not to proceed with any land use application for which it is an applicant or co-applicant, and may withdraw the same.

IN WITNESS WHEREOF, the Parties have executed this MOU to be effective as of the date first above written.

TOWN OF EAGLE, COLORADO,

By: _____
Scott Turnipseed, Mayor

ATTEST:

_____
Jenny Rakow, Town Clerk

ABRIKA PROPERTIES, LLC, a Florida limited liability company

By: _____
Brandon Cohen, Vice President

To: Mayor and Town Council

From: Brandy Reitter, Town Manager

Date: July 27, 2021

Agenda Item: Resolution No. 57, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Funding Contribution towards Mountain Recreation's Capital Campaign to make Improvements to the Pool & Ice Rink Facility"

REQUEST:

Staff requests that the Town Council review a resolution approving a funding contribution for Mountain Recreation's capital campaign to fund improvements to the Pool & Ice Rink facility.

INTRODUCTION:

On June 22 Mountain Recreation attended the Town Council meeting and requested $3,500,000 as a contribution towards their capital campaign to fund improvements to the Pool & Ice Rink facility. That request included a 20-year payment structure to help ease financial pressures on the existing budget. After discussing the request, the Town Council approved $3,000,000 over 20 years contingent on a successful election outcome in November 2021. Included with this memo is a resolution approving the request so that Mountain Recreation can demonstrate the Town's commitment as they continue with their capital campaign.

ANALYSIS:

The resolution covers the following items:

- The Town will contribute $3,000,000 over 20 years with $150,000 annual payment
- Funding is contingent on a successful election in November 2021
- The contribution is subject to annual appropriations by the Town Council
- The Town and Mountain Recreation will execute an IGA that establishes the terms and conditions

Pros of the proposal:

- The proposal has the potential to leverage additional funding in the future
- An annual payment structure ensures that the Town can fund existing obligations
- Partnering with Mountain Recreation will help the Town fund improvements that need to be made and will achieve economies of scale and possible savings rather than taking a solo approach to construction

Cons of the proposal:

- There are opportunity costs associated with any funding proposal
- Multi-year funding commitments could impact the flexibility that the Town has to respond to maintenance and projects that haven't been prioritized yet
- Not funding the proposal will result in capital maintenance costs associated with aging and obsolete infrastructure

COMMUNITY INPUT:

Community input is not required with this proposal.

BUDGET / STAFF IMPACT:

There is a budget impact associated with this proposal. The Town will dedicate $150,000 every year from the Capital Improvement Fund and is a long-term obligation for 20 years. As a result of investing, Town could see a reduction in the capital costs associated with maintaining aging and obsolete infrastructure. Currently, the Town makes an annual payment of $40,000 - $50,000 to support capital maintenance. This number will increase over time if improvements are not made. The current maintenance arrangement in place will be addressed in the IGA after the election. The proposal doesn't require staffing resources.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

While this project and request are not listed as a goal under the major objectives, this request does align with matching infrastructure to the quality of life of residents in Eagle. Through a public process, this proposal was identified as a major priority that will improve quality of life. The current recreation facility doesn't support the current needs or demands for high-quality recreation and wellness amenities. Town's contribution and fundraising will offset the need to raise more property taxes to cover the funding gap. This proposal is an investment in expanding recreation opportunities in Eagle.

Contributing $3,000,000 million over 20 years does impact the Town's financial stability over the long term. Assuming revenues support an annual contribution, long-term obligations committed to an outside organization compete with existing and future operational and capital priorities of the Town.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **approve** or **deny** the adoption of Resolution No. 17, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Funding Contribution Towards Mountain Recreation's Capital Campaign to make Improvements to the Pool & Ice Rink Facility"

ATTACHMENTS:

- Resolution No. 57, Series 2021

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 57
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO APPROVING A FUNDING CONTRIBUTION TOWARDS MOUNTAIN RECREATION'S CAPITAL CAMPAIGN TO MAKE IMPROVEMENTS TO THE POOL & ICE RINK FACILITY

WHEREAS, the Town of Eagle (Town) and Mountain Recreation (District) partnered on an expansion plan of the Pool & Ice Rink and town-owned recreation site in 2019 that included a robust public process;

WHEREAS, Mountain Recreation is engaged in a capital campaign to raise funds to construct the improvements at the Pool & Ice Rink that also includes upgrades at the Gypsum and Edwards facilities;

WHEREAS, the total capital requirement for all facilities is $80,000,000 and the Pool & Ice Rink improvements account for $42,000,000;

WHEREAS, Mountain Recreation conducted polling of the electorate in the District and there was support for $60,000,000 in funding from voters;

WHEREAS, Mountain Recreation is seeking funding contributions from partners to raise the $20,000,000 gap to successfully construct planned improvements at all facilities within the District;

WHEREAS, Mountain Recreation attended the Town Council Meeting on June 22, 2021 to request funds and the Town Council approved a not to exceed contribution amount of $3,000,000 to be paid to Mountain Recreation over 20 years, with annual payment of $150,000;

WHEREAS, the funding contribution is contingent on voters authorizing Mountain Recreation via a successful ballot measure granting the $60,000,000 to fund the facility improvements within the District in the November 2021 election cycle; and

WHEREAS, if the election in November 2021 is successful, the Town of Eagle and Mountain Recreation will enter into an Intergovernmental Agreement (IGA) establishing the terms and conditions of Town's $3,000,000 contribution towards the Pool & Ice Rink facility improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. Upon approval by voters in the November 2021 election, the Town Council hereby allocates a not to exceed contribution amount of $3,000,000 towards Mountain Recreation's capital campaign.

Section 2. The total funding amount of $3,000,000 will be paid for over 20 years with annual payments of $150,000.

Section 3. The $150,000 payment is subject to annual appropriations by the Town Council and approval is required through the budget adoption process.

Section 4. If the outcome of the election in November 2021 is successful, the Town of Eagle and Mountain Recreation will execute an IGA to establish the terms and conditions of the Town's funding contribution.

INTRODUCED, READ, PASSED, AND ADOPTED ON JULY 27, 2021.

TOWN OF EAGLE, COLORADO

_____
Scott Turnipseed, Mayor

ATTEST:

_____
Jenny Rakow, Town Clerk

To: Mayor and Town Council

From: Brandy Reitter, Town Manager

Date: July 27, 2021

Re: Town Manager Report

Administration & Organization

Staff continues to work on follow-up from the Town Council meetings. Included is a list of items that staff is tracking in August:

- Municipal Broadband Finance Ordinances
- Wastewater Rate and Tap Fee Study Presentation
- East Eagle Sub Area Plan Changes

2022 Budget Development Schedule:

- September 9, 2021 – Town Council Budget Work Session
- September 23, 2021 – Town Council Budget Work Session
- October 12, 2021 – Official presentation of the 2022 Budget
- November 9, 16, 30, 2021 – Public Hearings on the 2022 Budget
- December 14, 2021 – Adoption of the 2022 Budget

The regional transit group met on July 19 and discussed the next steps in setting up a transit authority. Each community excluding Basalt will be asked to review and adopt an MOU expressing interest to participate. The group is working on an RFP to hire a consultant to begin the process. Each community will be asked to cost share. Staff will share the Town's contribution which will likely be included in the 2022 budget. The group would like to form the authority without a tax in November of 2022.

The Town Council's next work session will be discussing e-bikes on intown pathways and streets. The Town doesn't have a policy and at the request of the Town Council, this is a future agenda topic item on the outstanding list at the end of this report. Staff will provide a memo highlighting existing ROW policies and will provide a few examples from other jurisdictions.

Economic Development & Planning

Eagle River Park

- The Town submitted final velocity measurements to the Corps on July 23. The data looks good and is compliant with the 404 permits.

Short-Term Rental Implementation

- Process forms, flow, and data import is mostly complete. The staff has helped provide data and existing templates to allow MuniREVS to match existing Town formatting.
- Onboarding sessions and dashboard walkthroughs have taken place in early July with the Assistant Town Manager and new Code Enforcement Officer.
- Data revisions and verification are scheduled for August and September to create the most accurate dataset of Town parcels possible.
- Additional training sessions are scheduled for Town staff in late Summer 2021.
- Short-Term Rental applications and online platforms are expected to go live in October 2021.

Communications

With the guidance from the Town Council, the communications team will be revising its activities and implementing the following changes:

- Utilizing Sprout Social Professional as a single platform for Content Management, Archiving, Social Media publishing, scheduling, and listening. Key improvements include:
    - notices on viral activity
    - more streamlined content library
    - chatbots and automation tools for better responding to inquiries
    - automated inbox rules for steering questions to online town resources
    - link tracking
    - custom workflow management
    - response rate and time analysis
- Redirecting media advertising dollars to strategically boost Town Facebook content to ensure informative posts are visible to residents.
- Better spacing Facebook posts and providing a regular presence from multiple departments including Public Safety, Events, Open Space and Recreation, and Town Administration.

Each of these steps can be accomplished by reallocating funds already dedicated to these efforts in FY 2021. Current online reach and engagement statistics will be taken on Hootsuite and measured against the new approach after a 5-month trial. Lessons learned and improvements measured against important metrics of the Town will be implemented permanently for 2022.

Grand Avenue Corridor Study

- Council members and the public are encouraged to go to the social pinpoint page for all engagement activities - https://eaglecolorado.mysocialpinpoint.com/
- The first series of Phase 2 charettes concluded Tuesday, July 20. More than 100 residents participated in round-table events, pop-up engagements, and workshops. A summary of the phase 2 charette will be prepared for Town Staff in the coming weeks.
- Highlights from the public feedback sessions include:
    - proposed roundabouts at Broadway, 3rd Street, and 5th street

    - access management closure at 2nd street and driveway consolidation throughout the corridor
    - Improved multi-modal networks for bikes/ pedestrians through Downtown, on the south side of Grand Ave, and north of the river
- Through August and September, staff will work with the project team to refine two design scenarios for the corridor. These scenarios will be shared back with the public for feedback in October.
- Included with this report is a memo from the Town's consultant providing a brief summary of the project as of now.

Economic Development

- The Economic Vitality Committee rescheduled its July meeting to August 2. Proposals for a Town-wide Economic Development plan will be reviewed at this meeting.
- The DDA and EVC will review a main-street improvement grant program proposed by DOLA and assess the applicability and viable candidate sites for Eagle.

Marketing and Events

- The MEAC committee is planning a strategic retreat for the end of July or early August.

Town Communication and Engagement

- A videography and photography team will be retained by the Town to assist with stock photography needs, capture local events, and produce a monthly summary video for the Town.

Sustainability

- The Climate Action Committee B3 Benchmarking for Municipal facilities group met Friday, July 23 to discuss 2021 readings and guide suggestions for energy savings.

Information Technology

- Staff is implementing CivicRec software to automate facility rentals in Town.

Outreach & Meetings – *Updates on participation in community outreach opportunities, regional/community meetings, and project-specific meetings.*

- July 28 – Eagle County Community Wildlife Roundtable meeting 1 PM – 2 PM
- August 2 – Work Session: E-bike policies

Sincerely,

Brandy Reitter

Brandy Reitter
Town Manager
Town of Eagle, CO

Town Council Requests – Once items are completed; they are deleted from the list Items in Red are new requests.		
Request Date	**Request**	**Status**
N/A	Strategy for STR memo	Completed
N/A	Plan for Mobile vending communication	Not Scheduled
N/A	Agenda Item: Plastic Bag and TREX discussion	Not Scheduled
N/A	Agenda Item: Fairgrounds annexation	Not Scheduled
N/A	Agenda Item: E-bike policies	In Progress
10/13/2020	10% of tobacco funding for mitigation - policy	Not Scheduled
10/27/2020	Schedule Jacob Smith to come to a Town Council Meeting	Not scheduled
11/10/2020	Be Our Guest: Make it look less like a construction site	Canceled
3/9/2021	Bring back land donation proposal	Not Scheduled
3/9/2021	EQR Ordinance	Not Scheduled
3/9/2021	Broadband return un-used funds in loan documents	Not Scheduled
4/13/2021	Agenda Item: 2018 Public Presentation Policy	Not Scheduled
5/11/2021	Talk to County about ERP surveillance cost share	Not Scheduled
5/11/2021	Clarification on impacts of the CAC 2020 Plan update	Not Scheduled
5/11/2021	Bring back CAC 2020 Plan resolution	Not Scheduled
5/11/2021	Reach out to Eagle Ranch Housing Corp. on partnering	Not Scheduled
5/11/2021	Look into vacancy housing tax	Not Scheduled
5/11/2021	Include final community survey in packet	Not Scheduled
5/25/2021	$1,500 donation to EVHS basketball program	Completed
5/25/2021	Evaluate Bird Scooter proposal and bring it back	Not Scheduled
5/25/2021	Bring back street closure and how it fits with planning efforts	Not Scheduled
6/8/2021	Provide a memo of the history of the Eagle River Park	Not Scheduled
6/22/2021	Bring back Mountain Recreation funding resolution	Completed
7/13/2021	Write letter of support for Eagle County Conservation District	Completed
7/13/2021	Identify additional resources for communications	In Progress
7/13/2021	Agenda Item: Sustainability follow up	Completed
7/13/2021	4H funding support	In Progress

Memorandum

TO: Bill Shrum, Assistant Town Manager, Town of Eagle

FROM: Pedro Campos, Principal, Zehren and Associates, Inc.

DATE: July 21, 2021

SUBJECT: **Grand Avenue Corridor Plan – Project Team Update for Town Council 7.27.21 meeting**

This memorandum is to provide an update of work in progress by the consultant project team on the Grand Avenue Corridor Plan. With the completion of Phase One in early June, the effort has moved into Phase Two over the past few weeks. Phase Two includes an internal charrette with Town Staff, a multi-day in-person design charrette with a stakeholder meeting and public open house, development and traffic modelling analysis and simulations for (2) scenarios for the corridor, and initial concept design for new gateways and the roadway, and additional community engagement to inform selection of a preferred scenario.

Over the past two weeks the Grand Avenue Corridor Plan has entered into Phase 2 in earnest. Several of the key activities in Phase 2 were accomplished including:

1) Conducted outreach events to publicize and promote the project within the community. These included outreach at the Showdown Town on July 8 and the Art Walk on July 9.
2) Deployed the promotional and publicity graphics developed for Phase 2 including a double-sided note card and a promotional flyer and poster. These materials were distributed through-out town at local businesses and places of gathering.
3) Conducted the Phase 2 design charrette, in person, in Eagle from July 15 to July 20. This is a core activity in Phase 2 to inform the development of the (2) scenarios for the Corridor. The Phase 2 design charrette included multiple engagement meetings over the 4-day period. The event concluded yesterday, July 20 and a summary and de-brief of the charrette will be developed by the team and shared with the Town and Stakeholders in the next two weeks. Overall, the team feels the charrette was a success with meaningful participation and input from a variety of stakeholders and community members.
4) The project team continues to work on different aspects of the effort by discipline. McDowell Engineering and Alpine Engineering are continuing to work on technical tasks that are part of their respective scopes of work. The entire consultant team has been focused on preparing for and participating in the Phase 2 Design Charrette given the significant investment of time, resources, and materials during the 4-day event, and its importance to the overall process.

-END OF MEMO-

To: Mayor and Town Council

From: Jenny Rakow, Town Clerk

Date: July 27, 2021

Agenda Item: PUBLIC HEARING: Project 1901 LLC dba Grand Avenue Grill - Request for Transfer of Ownership of a Hotel & Restaurant Liquor License

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REQUEST: The Mayor should convene as the Liquor License Authority before opening this item. The request is for consideration of approval for a Transfer of Ownership of a Hotel & Restaurant License for Project 1901 LLC dba Grand Avenue Grill located at 678 Grand Avenue.

BACKGROUND: Douglas Wooldrige, who owns Project 1901 LLC, submitted an application to the town for a Transfer of Ownership of a Hotel & Restaurant License on June 17, 2021.

ANALYSIS: Department Staff has reviewed the application and made preliminary findings to the applicant that included the following:

1. The location of the premises for which the license is sought is 678 Grand Avenue Eagle Colorado 81631.
2. It appears from the evidence submitted that the applicant is entitled to possession of the premises proposed to exercise the license.
3. The location proposed to sell liquor for on-site consumption is not within 500 feet proximity to a school as defined in Eagle Municipal Code.
4. The applicant has applied for and has possession of a valid Town of Eagle Business License and state-issued Sales Tax License number.
5. The $100.00 Temporary Permit Pending Transfer of Ownership fee to the Town of Eagle has been paid. All other application fees have been waived including the State Fee of $2050.00 and the local fee of $1075.00. The renewal fee for 2022 will include $500.00 to the State of Colorado and $175.00 to the Town of Eagle.

As of this date, the Town Clerk and the Eagle Police Department have completed their preliminary background investigation concerning the records of the premises, applicants, employees, and persons known to assist or finance the Applicant:

1. Pursuant to 44-3-307 (3)(a), the Town of Eagle shall have access to and consider criminal history record information of the applicants. Based upon this investigation the findings were consistent with the disclosure on the IHR regarding no convictions.
2. No undue concentration has been determined with the current class of license and does not require additional law enforcement resources as presented.
3. The neighborhood for which the Local Licensing Authority has determined as the applicable neighborhood is the Town of Eagle.

A petition to assist with determining the needs and desires of the adult inhabitants was not required.

16 Hotel & Restaurant Licenses	1 Brewpub License
2 Tavern Licenses	3 Beer and Wine Licenses
4 Fermented Malt Beverage Off-Premises Licenses	4 Retail Liquor Store Licenses
1 Brewery (State Licensed)	1 Distillery (State Licensed)

COMMUNITY INPUT: This is a public hearing which was noticed at the location, in the newspaper, and on our website. The applicant will also be present to answer any questions from the Authority.

BUDGET / STAFF IMPACT: There is no budget impact other than revenue to be received for renewal in upcoming years in the amount of $175.00 annually. All application fees were waived pursuant to Council direction.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This item does not have a direct link to a Major Objective, however, it does support "Stimulating Economic Vitality and Development" in the Grand Avenue area. A denial of this license would need to be for cause and would limit the applicant's sales to non-alcoholic beverages only.

RECOMMENDED ACTION OR PROPOSED MOTION: MOTION TO APPROVE OR DENY: Findings and Order approving a Transfer of Ownership of a Hotel & Restaurant License for Project 1901 LLC dba Grand Avenue Grill located at 678 Grand Avenue and directing the Mayor and Town Clerk to sign and submit the application to the State of Colorado.

ATTACHMENTS:

1. STATE APPLICATION 6.17.21_Redacted
2. NOTICE OF FINDINGS AND ORDER
3. Notice of Public Hearing - website
4. APPLICATION FOR TEMPORARY PERMIT PENDING TRANSFER
5. TEMPORARY PERMIT PROJECT 1901

DR 8404 (01/22/20)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303) 205-2300

Colorado Liquor
Retail License Application

☐ **New License** ☐ **New-Concurrent** ☒ **Transfer of Ownership** ☐ **State Property Only** ☐ **Master file**

- **All answers must be printed in black ink or typewritten**
- **Applicant must check the appropriate box(es)**
- **Applicant should obtain a copy of the Colorado Liquor and Beer Code:** *www.colorado.gov/enforcement/liquor*

1. Applicant is applying as a/an ☐ Individual ☒ Limited Liability Company ☐ Association or Other ☐ Corporation ☐ Partnership (includes Limited Liability and Husband and Wife Partnerships)

2. Applicant if an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation	FEIN Number
Project 1901, LLC	86-3791489

2a. Trade Name of Establishment (DBA)	State Sales Tax Number	Business Telephone
Grand Avenue Grill	94912329	(970) 328-4043

3. Address of Premises (specify exact location of premises, include suite/unit numbers)
678 Grand Avenue

City	County	State	ZIP Code
Eagle	Eagle	CO	81631

4. Mailing Address (Number and Street)	City or Town	State	ZIP Code
P.O. Box 1234	Vail	CO	81658

5. Email Address
douginvail@gmail.com

6. If the premises currently has a liquor or beer license, you **must** answer the following questions

Present Trade Name of Establishment (DBA)	Present State License Number	Present Class of License	Present Expiration Date
Grand Avenue Grill	26-42709-0000	HR City	11/12/21

Section A	**Nonrefundable Application Fees***
☐ Application Fee for New License	$1,550.00
☐ Application Fee for New License w/Concurrent Review	$1,650.00
☒ Application Fee for Transfer	$1,550.00

Section B	**Liquor License Fees***
☐ Add Optional Premises to H & R	$100.00 X _____ Total _____
☐ Add Related Facility to Resort Complex	$75.00 X _____ Total _____
☐ Add Sidewalk Service Area	$75.00
☐ Arts License (City)	$308.75
☐ Arts License (County)	$308.75
☐ Beer and Wine License (City)	$351.25
☐ Beer and Wine License (County)	$436.25
☐ Brew Pub License (City)	$750.00
☐ Brew Pub License (County)	$750.00
☐ Campus Liquor Complex (City)	$500.00
☐ Campus Liquor Complex (County)	$500.00
☐ Campus Liquor Complex (State)	$500.00
☐ Club License (City)	$308.75
☐ Club License (County)	$308.75
☐ Distillery Pub License (City)	$750.00
☐ Distillery Pub License (County)	$750.00
☒ Hotel and Restaurant License (City)	$500.00
☐ Hotel and Restaurant License (County)	$500.00
☐ Hotel and Restaurant License w/one opt premises (City)	$600.00
☐ Hotel and Restaurant License w/one opt premises (County)	$600.00
☐ Liquor–Licensed Drugstore (City)	$227.50

Section B (Cont.)	**Liquor License Fees***
☐ Liquor–Licensed Drugstore (County)	$312.50
☐ Lodging & Entertainment - L&E (City)	$500.00
☐ Lodging & Entertainment - L&E (County)	$500.00
☐ Manager Registration - H & R	$75.00
☐ Manager Registration - Tavern	$75.00
☐ Manager Registration - Lodging & Entertainment	$75.00
☐ Manager Registration - Campus Liquor Complex	$75.00
☐ Optional Premises License (City)	$500.00
☐ Optional Premises License (County)	$500.00
☐ Racetrack License (City)	$500.00
☐ Racetrack License (County)	$500.00
☐ Resort Complex License (City)	$500.00
☐ Resort Complex License (County)	$500.00
☐ Related Facility - Campus Liquor Complex (City)	$160.00
☐ Related Facility - Campus Liquor Complex (County)	$160.00
☐ Related Facility - Campus Liquor Complex (State)	$160.00
☐ Retail Gaming Tavern License (City)	$500.00
☐ Retail Gaming Tavern License (County)	$500.00
☐ Retail Liquor Store License–Additional (City)	$227.50
☐ Retail Liquor Store License–Additional (County)	$312.50
☐ Retail Liquor Store (City)	$227.50
☐ Retail Liquor Store (County)	$312.50
☐ Tavern License (City)	$500.00
☐ Tavern License (County)	$500.00
☐ Vintners Restaurant License (City)	$750.00
☐ Vintners Restaurant License (County)	$750.00

*** Note that the Division will not accept cash**

Questions? Visit: *www.colorado.gov/enforcement/liquor* **for more information**

Do not write in this space - For Department of Revenue use only

Liability Information

License Account Number	Liability Date	License Issued Through (Expiration Date)	**Total**
			$

DR 8404 (01/22/20)

Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. **All** documents must be properly signed and correspond with the name of the applicant exactly. **All** documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit:** *www.colorado.gov/enforcement/liquor* **for more information**

Items submitted, please check all appropriate boxes completed or documents submitted

I. Applicant information
- ☐ A. Applicant/Licensee identified
- ☐ B. State sales tax license number listed or applied for at time of application
- ☐ C. License type or other transaction identified
- ☐ D. Return originals to local authority (additional items may be required by the local licensing authority)
- ☐ E. All sections of the application need to be completed
- ☐ F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application

II. Diagram of the premises
- ☐ A. No larger than 8 1/2" X 11"
- ☐ B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.)
- ☐ C. Separate diagram for each floor (if multiple levels)
- ☐ D. Kitchen - identified if Hotel and Restaurant
- ☐ E. Bold/Outlined Licensed Premises

III. Proof of property possession (One Year Needed)
- ☐ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk
- ☐ B. Lease in the name of the applicant (or) (matching question #2)
- ☐ C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant
- ☐ D. Other agreement if not deed or lease. (matching question #2)

IV. Background information (DR 8404-I) and financial documents
- ☐ A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members)
- ☐ B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved state vendor. **Do not complete fingerprint cards prior to submitting your application.**
  The Vendors are as follows:
  IdentoGO – *https://uenroll.identogo.com/*
  Phone: 844-539-5539 (toll-free)
  IdentoGO FAQs: *https://www.colorado.gov/pacific/cbi/identification-faqs*
  Colorado Fingerprinting – *http://www.coloradofingerprinting.com*
  Appointment Scheduling Website: *http://www.coloradofingerprinting.com/cabs/*
  Phone: 720-292-2722 Toll Free: 833-224-2227
- ☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license
- ☐ D. List of all notes and loans (Copies to also be attached)

V. Sole proprietor/husband and wife partnership (if applicable)
- ☐ A. Form DR 4679
- ☐ B. Copy of State issued Driver's License or Colorado Identification Card for each applicant

VI. Corporate applicant information (if applicable)
- ☐ A. Certificate of Incorporation
- ☐ B. Certificate of Good Standing
- ☐ C. Certificate of Authorization if foreign corporation (out of state applicants only)

VII. Partnership applicant information (if applicable)
- ☐ A. Partnership Agreement (general or limited).
- ☐ B. Certificate of Good Standing

VIII. Limited Liability Company applicant information (if applicable)
- ☐ A. Copy of articles of organization
- ☐ B. Certificate of Good Standing
- ☐ C. Copy of Operating Agreement (if applicable)
- ☐ D. Certificate of Authority if foreign LLC (out of state applicants only)

IX. Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application
- ☐ A. $75.00 fee
- ☐ B. Individual History Record (DR 8404-I)
- ☐ C. If owner is managing, no fee required

DR 8404 (01/22/20)

Name	Type of License	Account Number
Doouglas S Wooldridge	Hotel/Restaurant	

7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years? Yes ☐ No ☒

8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):
   a. Been denied an alcohol beverage license? ☐ ☒
   b. Had an alcohol beverage license suspended or revoked? ☐ ☒
   c. Had interest in another entity that had an alcohol beverage license suspended or revoked? ☐ ☒
   If you answered yes to 8a, b or c, explain in detail on a separate sheet.

9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail. _____ ☐ ☒

10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? ☐ ☒
    or
    Waiver by local ordinance? ☐ ☐
    Other: _____

11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,0000? **NOTE**: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☐ ☒

12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,0000? **NOTE**: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☐ ☐

13 a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016? ☐ ☐

13 b. Are you a Colorado resident? ☒ ☐

14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any current financial interest in said business including any loans to or from a licensee. ☐ ☒

15. Does the applicant, as listed on line 2 of this application, **have legal possession of the premises by ownership**, lease or other arrangement? ☒ ☐
    ☒ Ownership ☐ Lease ☐ Other (Explain in Detail) _____
    a. If leased, list name of landlord and tenant, and date of expiration, **exactly** as they appear on the lease:

Landlord	Tenant	Expires

b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16. ☐ ☒

c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".

16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.

Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage

Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.

17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:
    Has a local ordinance or resolution authorizing optional premises been adopted? ☐ ☒
    Number of additional Optional Premise areas requested. (See license fee chart) _____

18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

19. Liquor Licensed Drugstore (LLDS) applicants, answer the following:
    a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? ☐ ☐
    If "yes" a copy of license must be attached.

DR 8404 (01/22/20)

Name	Type of License	Account Number

20. Club Liquor License applicants answer the following: **Attach a copy of applicable documentation** — Yes / No

- **a.** Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? ☐ ☐
- **b.** Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? ☐ ☐
- **c.** How long has the club been incorporated?
- **d.** Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? ☐ ☐

21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:

- **a.** Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) ☐ ☐

22. Campus Liquor Complex applicants answer the following:

- **a.** Is the applicant an institution of higher education? ☐ ☐
- **b.** Is the applicant a person who contracts with the institution of higher education to provide food services? ☐ ☐
  If "yes" please provide a copy of the contract with the institution of higher education to provide food services.

23. For all on-premises applicants.

- **a.** Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record
  - DR 8404-I and fingerprint submitted to approved State Vendor through the Vendor's website. See application checklist, Section IV, for details.
- **b.** For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application
  - DR 8000 and fingerprints.

Last Name of Manager	First Name of Manager
Wooldridge	Douglas

24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number. Yes ☐ / No ☒

25. Related Facility - Campus Liquor Complex applicants answer the following: ☐ ☐

- **a.** Is the related facility located within the boundaries of the Campus Liquor Complex?
  If yes, please provide a map of the geographical location within the Campus Liquor Complex.
  If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.
- **b.** Designated Manager for Related Facility- Campus Liquor Complex

Last Name of Manager	First Name of Manager
N/A	N/A

26. Tax Information. Yes / No

- **a.** Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ ☒
- **b.** Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ ☒

27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all **Officers, Directors, General Partners, and Managing Members**. In addition, applicant must list any stockholders, partners, or members with **ownership of 10% or more in the applicant. All persons listed below** must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name	Home Address, City & State	DOB	Position	%Owned
Douglas S Wooldridge	P.O. Box 1234, Vail, CO 81658	10/26/1964	Owner/Operator	100
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned

** If applicant is owned 100% by a parent company, please list the designated principal officer on above.
** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)
** If total ownership percentage disclosed here does not total 100%, applicant must check this box:

☒ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.

DR 8404 (01/22/20)

Name	Type of License	Account Number
Douglas S Wooldridge	Hotel/Restaurant	

Oath Of Applicant

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.

Authorized Signature	Printed Name and Title	Date
Douglas S. Wooldridge	Douglas S Wooldridge	6/14/2021

Report and Approval of Local Licensing Authority (City/County)

Date application filed with local authority	Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)
June 17, 2021	July 27, 2021

The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:

- [x] Fingerprinted
- [ ] Subject to background investigation, including NCIC/CCIC check for outstanding warrants

That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license

(Check One)

- [ ] Date of inspection or anticipated date _____
- [x] Will conduct inspection upon approval of state licensing authority

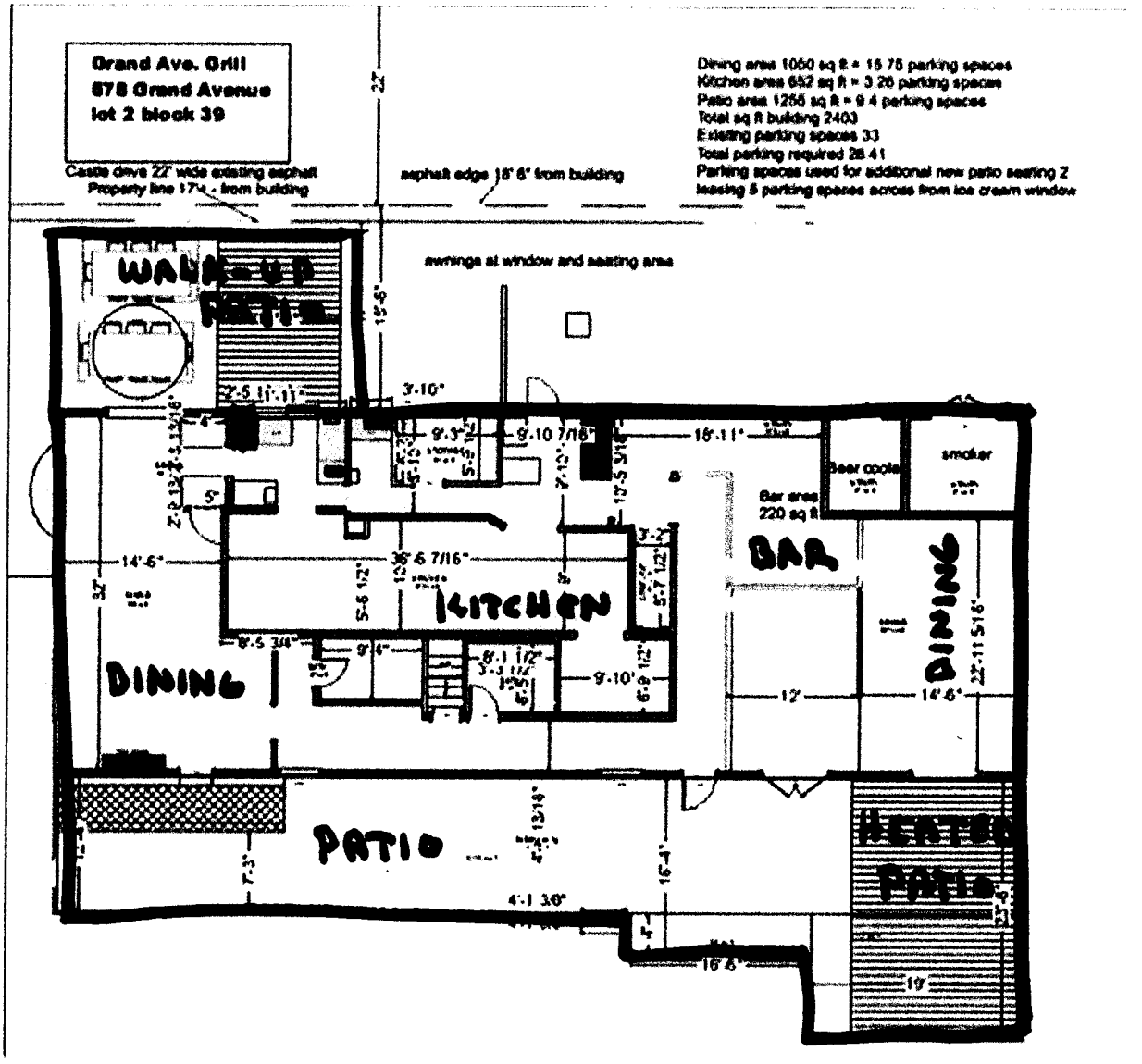
	Yes	No
[ ] Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,0000?	[ ]	[ ]
[ ] Is the Liquor Licensed Drugstore(LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,0000?	[ ]	[ ]
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.		
[ ] Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?	[ ]	[ ]

The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. **Therefore, this application is approved.**

Local Licensing Authority for	Telephone Number	
Town Of Eagle	970 328 9623	[x] Town, City [ ] County

Signature	Print	Title	Date
	Scott Turnipseed	Mayor	
Signature	Print	Title	Date
	Jenny Rakow	Town Clerk	

Floor Plan


Grand Ave. Grill
678 Grand Avenue
lot 2 block 39
Castle drive 22' wide existing asphalt
Property line 17'± from building
asphalt edge 18' 6" from building
Dining area 1050 sq ft = 15.75 parking spaces
Kitchen area 652 sq ft = 3.26 parking spaces
Patio area 1255 sq ft = 9.4 parking spaces
Total sq ft building 2403
Existing parking spaces 33
Total parking required 28.41
Parking spaces used for additional new patio seating 2
leasing 5 parking spaces across from ice cream window
awnings at window and seating area
WALK-UP
KITCHEN
DINING
BAR
Bar area
220 sq ft
Beer cooler
smoker
DINING
PATIO
PATIO

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF DOCUMENT FILED

I, Jena Griswold , as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office, the attached document is a true and complete copy of the

Articles of Organization

with Document # 20201884083 of

Project 1901, LLC

Colorado Limited Liability Company

(Entity ID # 20201884083)

consisting of 3 pages.

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 06/15/2021 that have been posted, and by documents delivered to this office electronically through 06/16/2021@ 15:22:46.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 06/16/2021 @ 15:22:46 in accordance with applicable law. This certificate is assigned Confirmation Number 13242171 .

Jena Griswold

Secretary of State of the State of Colorado

**********End of Certificate**********

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E-Filed

Colorado Secretary of State
Date and Time: 10/13/2020 01:01 PM
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Amount Paid: $50.00

ABOVE SPACE FOR OFFICE USE ONLY

Articles of Organization

filed pursuant to § 7-90-301 and § 7-80-204 of the Colorado Revised Statutes (C.R.S.)

1. The domestic entity name of the limited liability company is

Project 1901, LLC

(The name of a limited liability company must contain the term or abbreviation "limited liability company", "ltd. liability company", "limited liability co.", "ltd. liability co.", "limited", "l.l.c.", "llc", or "ltd.". See §7-90-601, C.R.S.)

(Caution: The use of certain terms or abbreviations are restricted by law. Read instructions for more information.)

2. The principal office address of the limited liability company's initial principal office is

Street address

104 Eagle Rd
(Street number and name)
#1
Avon *(City)* CO *(State)* 81620 *(ZIP/Postal Code)*
(Province – if applicable) United States *(Country)*

Mailing address
(leave blank if same as street address)

PO Box 1234
(Street number and name or Post Office Box information)
Vail *(City)* CO *(State)* 81658 *(ZIP/Postal Code)*
(Province – if applicable) United States *(Country)*

3. The registered agent name and registered agent address of the limited liability company's initial registered agent are

Name
(if an individual)

Wooldridge *(Last)* Doug *(First)* Scott *(Middle)* *(Suffix)*

or

(if an entity)

(Caution: Do not provide both an individual and an entity name.)

Street address

104 Eagle Road
(Street number and name)
1
Avon *(City)* CO *(State)* 81620 *(ZIP Code)*

Mailing address
(leave blank if same as street address)

P.O. Box 1234
(Street number and name or Post Office Box information)

Vail (City) CO (State) 81658 (ZIP Code).

(The following statement is adopted by marking the box.)

☒ The person appointed as registered agent has consented to being so appointed.

4. The true name and mailing address of the person forming the limited liability company are

Name (if an individual): Wooldridge (Last) Doug (First) S. (Middle) _____ (Suffix)

or

(if an entity) _____

(Caution: Do not provide both an individual and an entity name.)

Mailing address: P.O. Box 1234 *(Street number and name or Post Office Box information)*

Vail (City) CO (State) 81658 (ZIP/Postal Code)

_____ (Province – if applicable) United States. (Country)

(If the following statement applies, adopt the statement by marking the box and include an attachment.)

☐ The limited liability company has one or more additional persons forming the limited liability company and the name and mailing address of each such person are stated in an attachment.

5. The management of the limited liability company is vested in

(Mark the applicable box.)

☒ one or more managers.

or

☐ the members.

6. *(The following statement is adopted by marking the box.)*

☒ There is at least one member of the limited liability company.

7. *(If the following statement applies, adopt the statement by marking the box and include an attachment.)*

☐ This document contains additional information as provided by law.

8. *(Caution: Leave blank if the document does not have a delayed effective date. Stating a delayed effective date has significant legal consequences. Read instructions before entering a date.)*

(If the following statement applies, adopt the statement by entering a date and, if applicable, time using the required format.)

The delayed effective date and, if applicable, time of this document is/are _____. *(mm/dd/yyyy hour:minute am/pm)*

Notice:

Causing this document to be delivered to the Secretary of State for filing shall constitute the affirmation or acknowledgment of each individual causing such delivery, under penalties of perjury, that the document is the individual's act and deed, or that the individual in good faith believes the document is the act and deed of the person on whose behalf the individual is causing the document to be delivered for filing, taken in conformity with the requirements of part 3 of article 90 of title 7, C.R.S., the constituent documents, and the organic statutes, and that the individual in good faith believes the facts stated in the document are true and the document complies with the requirements of that Part, the constituent documents, and the organic statutes.

This perjury notice applies to each individual who causes this document to be delivered to the Secretary of State, whether or not such individual is named in the document as one who has caused it to be delivered.

9. The true name and mailing address of the individual causing the document to be delivered for filing are

Wooldridge (Last) Doug (First) S (Middle) (Suffix)

PO Box 1234
(Street number and name or Post Office Box information)

Vail (City) CO (State) 81658 (ZIP/Postal Code)

(Province – if applicable) United States. (Country)

(If the following statement applies, adopt the statement by marking the box and include an attachment.)

☐ This document contains the true name and mailing address of one or more additional individuals causing the document to be delivered for filing.

Disclaimer:
This form/cover sheet, and any related instructions, are not intended to provide legal, business or tax advice, and are furnished without representation or warranty. While this form/cover sheet is believed to satisfy minimum legal requirements as of its revision date, compliance with applicable law, as the same may be amended from time to time, remains the responsibility of the user of this form/cover sheet. Questions should be addressed to the user's legal, business or tax advisor(s).

LIMITED LIABILITY COMPANY OPERATING AGREEMENT
OF
Project 1901, LLC

This Single-Member LLC Operating Agreement ("Agreement") represents Project 1901, LLC that was formed in the State of Colorado on 10/13/2020 ("Company").

Douglas S. Wooldridge of P.O. Box 1234, Vail, Colorado, 81658 is recognized as the sole member and owner of the Company ("Member(s)").

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, it is agreed as follows:

1. Name and Principal Place of Business.

The name of the Company is Project 1901, LLC with a principal place of business at 678 Grand Avenue, Eagle, , Colorado, 81631. The mailing address shall be P.O. Box 1234, Vail, Colorado, 81658.

2. Registered Agent.

The name of the Registered Agent is Douglas S. Wooldridge with a registered office located at the same address as the principal place of business of the Company for the service of process as of 6/1/2021 ("Registered Agent"). The Registered Agent may change at any time by the Company filing an amendment with the Secretary of State, or respective office, in the State of Colorado.

3. Formation.

The Company was formed on 10/13/2020, when the Member(s) filed the Articles of Organization with the office of the Secretary of State pursuant to the statutes governing limited liability companies in the State of Colorado (the "Statutes").

4. Purpose.

The purpose of the Company is to engage in and conduct any and all lawful businesses, activities or functions, and to carry on any other lawful activities in connection with or incidental to the foregoing, as the Member(s) in their discretion shall determine.

5. Term.

The term of the Company shall continue in perpetuity commencing on the filing of the Articles of Organization of the Company while continuing until terminated under the provisions set forth herein.

6. Member(s) Capital Contributions.

The Member shall make a capital contribution to the Company as follows: Cash payment of $320,000.00 The Capital Contribution made by the Member shall not be paid back and was made as consideration for the ownership interest in the Company.

Hereinafter known as the "Contributor(s)".

The Contributor(s) shall have no right to withdraw or reduce their contributions to the capital of the Company until the Company has been terminated unless otherwise set forth herein. The Contributor(s) shall have no right to demand and receive any distribution from the Company in any form other than cash, and Member(s) shall not be entitled to interest on their capital contributions to the Company.

The liability of the Contributor(s) for the losses, debts, liabilities, and obligations of the Company shall be limited to the amount of the capital contribution plus any distributions paid to such Contributor(s) individually, such as the Contributor's share of any undistributed assets of the Company; and (only to the extent as might be required by applicable law) any amounts previously distributed to such Contributor(s) by the Company.

7. Distributions.

The Member may make such capital contributions (each a "Capital Contribution") in such amounts and at such times as the Member shall determine. The Member shall not be obligated to make any Capital Contributions. The Member may take distributions of the capital from time to time in accordance with the limitations imposed by the Statutes.

A "Capital Account" for the Member shall be maintained by the Company. The Member's Capital Account shall reflect the Member's capital contributions and increases for any net income or gain of the Company. The Member's Capital Account shall also reflect decreases for distributions made to the Member and the Member's share of any losses and deductions of the Company.

8. Books, Records, and Tax Returns.

The Company shall maintain complete and accurate books and records of the Company's business and affairs as required by the Statutes, and such books and records shall be kept at the Company's Registered Office and shall in all respects be independent of the books, records, and transactions of the Member.

The Company's fiscal year shall be the calendar year with an ending month of December.
The Member intends that the Company, as a single-member LLC, shall be taxed as a(n) S-Corporation in accordance with the provisions of the Internal Revenue Code.

9. Bank Accounts.

All funds of the Company shall be deposited in the Company's name in a bank account or accounts as chosen by the Member(s). Withdrawals from any bank accounts shall be made only in the regular course of business of the Company and shall be made upon such signature or signatures as the Member(s) from time to time may designate.

10. Management of the Company.

The business and affairs of the Company shall be conducted and managed by the Member(s) in accordance with this Agreement and the laws of the State of Colorado.

Douglas S. Wooldridge, as the sole member of the Company, has sole authority and power to act for or on behalf of the Company, to do any act that would be binding on the Company, or incur any expenditures on behalf of the Company. The Member shall not be liable for the debts, obligations or liabilities of the Company, including under a judgment, decree, or order of a court. The Company is

organized as a "member-managed" limited liability company. The Member is designated as the initial managing member.

11. Ownership of Company Property.

The Company's assets shall be deemed owned by the Company as an entity, and the Member shall have no ownership interest in such assets or any portion thereof. Title to any or all such Company assets may be held in the name of the Company, one or more nominees or in "street name", as the Member may determine.

Except as limited by the Statutes, the Member may engage in other business ventures of any nature, including, without limitation by specification, the ownership of another business similar to that operated by the Company. The Company shall not have any right or interest in any such independent ventures or to the income and profits derived therefrom.

12. Dissolution and Liquidation.

The Company shall dissolve and its affairs shall be wound up on the first to occur of (i) At a time, or upon the occurrence of an event specified in the Articles of Organization or this Agreement. (ii) The determination by the Member that the Company shall be dissolved.

Upon the death of the Member, the Company shall be dissolved. By separate written documentation, the Member shall designate and appoint the individual who will wind down the Company's business and transfer or distribute the Member's Interests and Capital Account as designated by the Member or as may otherwise be required by law.

Upon the disability of a Member, the Member may continue to act as Manager hereunder or appoint a person to so serve until the Member's Interests and Capital Account of the Member have been transferred or distributed.

13. Indemnification.

The Member (including, for purposes of this Section, any estate, heir, personal representative, receiver, trustee, successor, assignee and/or transferee of the Member) shall not be liable, responsible or accountable, in damages or otherwise, to the Company or any other person for: (i) any act performed, or the omission to perform any act, within the scope of the power and authority conferred on the Member by this Agreement and/or by the Statutes except by reason of acts or omissions found by a court of competent jurisdiction upon entry of a final judgment rendered and un-appealable or not timely appealed ("Judicially Determined") to constitute fraud, gross negligence, recklessness or intentional misconduct; (ii) the termination of the Company and this Agreement pursuant to the terms hereof; (iii) the performance by the Member of, or the omission by the Member to perform, any act which the Member reasonably believed to be consistent with the advice of attorneys, accountants or other professional advisers to the Company with respect to matters relating to the Company, including actions or omissions determined to constitute violations of law but which were not undertaken in bad faith; or (iv) the conduct of any person selected or engaged by the Member.

The Company, its receivers, trustees, successors, assignees and/or transferees shall indemnify, defend and hold the Member harmless from and against any and all liabilities, damages, losses, costs, and expenses of any nature whatsoever, known or unknown, liquidated or unliquidated, that are incurred by the Member (including amounts paid in satisfaction of judgments, in settlement of any action, suit, demand, investigation, claim or proceeding ("Claim"), as fines or penalties) and

from and against all legal or other such costs as well as the expenses of investigating or defending against any Claim or threatened or anticipated Claim arising out of, connected with or relating to this Agreement, the Company or its business affairs in any way; provided, that the conduct of the Member which gave rise to the action against the Member is indemnifiable under the standards set forth herein.

Upon application, the Member shall be entitled to receive advances to cover the costs of defending or settling any Claim or any threatened or anticipated Claim against the Member that may be subject to indemnification hereunder upon receipt by the Company of any undertaking by or on behalf of the Member to repay such advances to the Company, without interest, if the Member is Judicially Determined not to be entitled to indemnification as set forth herein.

All rights of the Member to indemnification under this Agreement shall (i) be cumulative of, and in addition to, any right to which the Member may be entitled to by contract or as a matter of law or equity, and (ii) survive the dissolution, liquidation or termination of the Company as well as the death, removal, incompetency or insolvency of the Member.

The termination of any Claim or threatened Claim against the Member by judgment, order, settlement or upon a plea of *nolo contendere* or its equivalent shall not, of itself, cause the Member not to be entitled to indemnification as provided herein unless and until Judicially Determined to not be so entitled.

14. Miscellaneous.

This Agreement and the rights and liabilities of the parties hereunder shall be governed by and determined in accordance with the laws of the State of Colorado. If any provision of this Agreement shall be invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this Agreement, which shall remain in full force and effect.

The captions in this Agreement are for convenience only and are not to be considered in construing this Agreement. All pronouns shall be deemed to be masculine, feminine, neuter, singular, or plural as the identity of the person or persons may require. References to a person or persons shall include partnerships, corporations, limited liability companies, unincorporated associations, trusts, estates, and other types of entities.

This Agreement, and any amendments hereto, may be executed in counterparts, all of which taken together shall constitute one agreement.

This Agreement sets forth the entire agreement of the parties hereto with respect to the subject matter hereof. It is the intention of the Member(s) that this Agreement shall be the sole agreement of the parties, and, except to the extent a provision of this Agreement provides for the incorporation of federal income tax rules or is expressly prohibited or ineffective under the Statutes, this Agreement shall govern even when inconsistent with, or different from, the provisions of any applicable law or rule. To the extent any provision of this Agreement is prohibited or otherwise ineffective under the Statutes, such provision shall be considered to be ineffective to the smallest degree possible in order to make this Agreement effective under the Statutes.

Subject to the limitations on transferability set forth above, this Agreement shall be binding upon and inure to the benefit of the parties hereto and to their respective heirs, executors, administrators, successors, and assigns.

No provision of this Agreement is intended to be for the benefit of or enforceable by any third party.

IN WITNESS WHEREOF, the Member(s) have executed this Agreement on 6/1/2021.

Signature: Douglas S. Wooldridge Date: 6/1/2021
Print Name: Douglas S. Wooldridge

Reset Form

Alpine Bank | CERTIFICATION OF BENEFICIAL OWNER(S)

Name of Legal Entity: Project 1901, LLC TIN: _____

Entity Street Address: 678 Grand Avenue, Eagle, CO. 81631

Entity Type: Corporation

Provide the following Information for each Individual , If any, who, directly or Indirectly, through any contract , arrangement , understanding , relationship or otherwise , owns 25 percent or more of the equity Interest s of the legal entity listed above:

Beneficial Owner 1 Information: 100 % of ownership

Name: Douglas S Wooldridge Date of Birth: 10/26/1964

Residential or Business Street Address: 104 Eagle Rd. # 1, Avon, CO. 81620

For U.S. Persons: Social Security Number OR non-US. Persons: Social Security Number, Passport Number and Country of issuance, or other similar identification number: [redacted]

Beneficial Owner 2 Information: ___ % of ownership

Name: N/A Date of Birth: _____

Residential or Business Street Address: _____

For U.S. Persons: Social Security Number OR non-US. Persons: Social Security Number, Passport Number and Country of issuance, or other similar identification number: _____

Beneficial Owner 3 Information: ___ % of ownership

Name: _____ Date of Birth: _____

Residential or Business Street Address: _____

For U.S. Persons: Social Security Number OR non-US. Persons: Social Security Number, Passport Number and Country of issuance, or other similar identification number: _____

Beneficial Owner 4 Information: ___ % of ownership

Name: _____ Date of Birth: _____

Residential or Business Street Address: _____

For U.S. Persons: Social Security Number OR non-US. Persons: Social Security Number, Passport Number and Country of issuance, or other similar identification number: _____

Alpine Bank | CERTIFICATION OF BENEFICIAL OWNER(S)

Provide the following Information for one individual with significant responsibility for managing the legal entity listed above, such as:

- An executive officer or senior manager (e.g. , Chief Executive Officer , Chief Financial Officer , Chief Operating Officer , Managing Member , General Partner, President , Vice President , Treasurer); or
- Any other Individual who regularly performs similar functions.

(If appropriate , an individual listed under the ownership section above may also be listed In the section below).

Control Person Information

Name: Douglas S Wooldridge Title: Owner/Operator

Date of Birth: 10/26/1964 Residential or Business Street Address: 678 Grand Avenue , Eagle, CO. 81631

For U.S. Persons: Social Security Number OR non-US. Persons: Social Security Number, Passport Number and Country of issuance, or other similar identification number: [redacted]

Certification of Beneficial Owner(s)

Name of individual opening account or maintaining the Business relationship: Douglas S Wooldridge

Title: Owner/Operator

I Doug Wooldridge (name of natural person opening account) hereby certify, to the best of my knowledge, that the Information provided above Is complete and correct . Also, the Legal Entity named above agrees to notify the Financial Institution of any change in the beneficial owner ship information on this Certification .

Douglas S. Wooldridge

Signature

06/14/2021

Date

For Institution Use Only:

Name of Beneficial Owner	Type of Document	Document ID Number	Place of Issuance	Date of Issuance	Expiration Date
	☐				
	☒				
	☐				
	☐				
	☐				

DR 4679 (03/24/14)
COLORADO DEPARTMENT OF REVENUE

Affidavit - Restrictions On Public Benefits

I, DOUGLAS S. WOOLDRIDGE, swear or affirm under penalty of perjury under the laws of the State of Colorado that **(check one)**:

- [X] I am a United States citizen.
- [ ] I am not a United States citizen but I am a Permanent Resident of the United States.
- [ ] I am not a United States citizen but I am lawfully present in the United States pursuant to Federal law.
- [ ] I am a foreign national not physically present in the United States.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature	Date (MM/DD/YY)
Douglas S. Wooldridge	6/14/2021

DR 8495 (07/23/19)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division

Tax Check Authorization, Waiver, and Request to Release Information

I, Douglas Wooldridge am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Project 1901, LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)		Social Security Number/Tax Identification Number	
PROJECT 1901, LLC		86-3791489	
Address			
678 GRAND AVENUE			
City		State	Zip
EAGLE		CO.	81631
Home Phone Number		Business/Work Phone Number	
970-331-7652		970-328-4043	
Printed name of person signing on behalf of the Applicant/Licensee			
DOUGLAS S. WOOLDRIDGE			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)		Date signed	
Douglas S. Wooldridge		6/17/2024	

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

DR 8404-I (03/20/19)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303) 205-2300

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

1. Name of Business	Home Phone Number	Cellular Number
GRAND AVENUE GRILL		970-331-7652

2. Your Full Name (last, first, middle)	3. List any other names you have used
WOOLDRIDGE, DOUGLAS Scott	N/A

4. Mailing address (if different from residence)	Email Address
P.O. BOX 1234, VAIL, CO. 81658	DOUGINVAIL@GMAIL.COM

5. List current residence address. Include any previous addresses within the last **five** years. (Attach separate sheet if necessary)

	Street and Number	City, State, Zip	From	To
Current	104 EAGLE RD. #1	AVON, CO. 81620	2004	CURRENT
Previous				

6. List all employment within the last **five** years. Include any self-employment. (Attach separate sheet if necessary)

Name of Employer or Business	Address (Street, Number, City, State, Zip)	Position Held	From	To
VAIL RESORTS, INC	1000 S. FRONTAGE, VAIL, CO.	RESORT MG	11/1997	10/2020

7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.

Name of Relative	Relationship to You	Position Held	Name of Licensee
N/A			

8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) ☐ Yes ☒ No

9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) ☐ Yes ☒ No

DR 8404-I (03/20/19)

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.) ☐ Yes ☒ No

11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.) ☐ Yes ☒ No

12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.) ☐ Yes ☒ No

Personal and Financial Information

Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.

13a. Date of Birth	b. Social Security Number	c. Place of Birth	d. U.S. Citizen
10/26/19	[redacted]	Jacksonvill, IL 62650	☒ Yes ☐ No

e. If Naturalized, state where	f. When	g. Name of District Court
N/A		

h. Naturalization Certificate Number	i. Date of Certification	j. If an Alien, Give Alien's Registration Card Number	k. Permanent Residence Card Number

l. Height	m. Weight	n. Hair Color	o. Eye Color	p. Gender	q. Do you have a current Driver's License/ID? If so, give number and state.
[redacted]	[redacted]	brown	brown	male	☒ Yes ☐ No # [redacted] State CO

14. Financial Information.

a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other. $[redacted]

b. List the total amount of the **personal** investment , made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. $ [redacted]

*** If corporate investment only please skip to and complete section (d)**

**** Section b should reflect the total of sections c and e**

c. Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment	Account Type	Bank Name	Amount
Cash	401k	Empower Retirement	[redacted]

d. Provide details of the corporate investment described in 14 (a). You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment	Loans	Account Type	Bank Name	Amount

e. Loan Information (Attach copies of all notes or loans)

Name of Lender	Address	Term	Security	Amount
Alpine Bank	10 W Beaver Creek Blvd.Avon,	25 yr.		[redacted]

Oath of Applicant

I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.

Authorized Signature	Print Signature	Title	Date
Douglas S Wooldridge	Douglas S Wooldridge	Owner/Operator	06/14/21

BEFORE THE TOWN OF EAGLE LIQUOR LICENSING AUTHORITY

200 BROADWAY
PO BOX 609
EAGLE CO 81631

FINDINGS AND ORDER APPROVING NEW LICENSE

IN THE MATTER OF

Transfer of Ownership of a Hotel & Restaurant License
Project 1901 LLC dba Grand Avenue Grill
Address: 678 Grand Avenue

Having considered the application of Douglas Wooldridge Owner of Project 1901 LLC for a Transfer of Ownership of a Hotel & Restaurant License, and all attachments submitted therewith (the "Application"), having held a public hearing on the Application on July 27, 2021, following due and proper notice, all in accordance with the Colorado Liquor Code, 44-3-101 et seq., C.R.S., and having considered all relevant and competent evidence admitted at the said public hearing, the Local Licensing Authority FINDS AS FOLLOWS:

1. There has not been a denial of an application at the same location by either the State or Local Licensing Authority within two (2) years preceding the date of the application.
2. The Applicant has submitted evidence that they are entitled to possession of the premises where the license is proposed to be exercised.
3. The premises where the Applicant proposes to sell alcohol is not in violation of the 500-foot limitation from any public or parochial school or the principal campus of any college, university or seminary.
4. The premises are properly zoned for the activity which will occur therein. Approval has or will be provided by the Building Official and Planning Department prior to issuance of State and Local Licenses.
5. The location has been previously decided by a preponderance of evidence that the reasonable requirements of the neighborhood and the desires of the adult inhabitants of the neighborhood are not currently being met by existing outlets.
6. No undue concentration has been determined with the current class of license and does not require additional law enforcement resources as presented.

BASED UPON THE FOREGOING, THE LOCAL LICENSING AUTHORITY HEREBY ORDERS that the application of Douglas Wooldridge Owner of Project 1901 LLC dba Grand Avenue Grill for a Transfer of Ownership of a Hotel & Restaurant License is hereby GRANTED.

DATED this 27th day of July 2021

LOCAL LIQUOR LICENSING AUTHORITY
TOWN OF EAGLE

_____
Scott Turnipseed, Chair

ATTEST:

_____
Jenny Rakow, Town Clerk

PUBLIC NOTICE
TOWN OF EAGLE
APPLICATION FOR TRANSFER OF OWNERSHIP
HOTEL & RESTAURANT LICENSE

Notice is hereby given that the Town Council, acting as the Local Liquor Licensing Authority, shall hold a public hearing on the application of **PROJECT 1901 LLC DBA GRAND AVENUE GRILL** dated June 17, 2021, requesting a Transfer of Ownership of a Hotel & Restaurant License, located at 678 Grand Avenue, Eagle, Colorado 81631. Said hearing will be held on Tuesday, July 27, 2021 at 6:00 p.m. during a Town Council meeting held at the Eagle Town Hall, 200 Broadway. All persons interested in the aforementioned application may appear before the Town Council and present testimony or may submit written correspondence to the Eagle Town Clerk, at clerk@townofeagle.org or PO Box 609 Eagle CO 81631.

By: **Jenny Rakow**
Town Clerk

Published: July 15, 2021 Eagle Valley Enterprise
July 15, 16 and 17, 2021

TEMPORARY LIQUOR PERMIT APPLICATION FOR TRANSFER OF OWNERSHIP

PLEASE PRINT LEGIBLY AND USE BLACK INK

Name of Applicant: (Corporation, Limited Liability Company, Individual, Partnership)	Douglas S Wooldridge
Trade Name of Establishment (DBA):	Grand Avenue Grill
Address of Establishment:	678 Grand Avenue, Eagle, CO. 81631

Type of Liquor/Beer License:	Hotel/Restaurant
Current Licensee:	Grand Inc.
Current Trade Name:	Grand Avenue Grill

The following conditions need to be met in order for the Temporary Permit to be processed:

- The establishment currently has State and Local Liquor/Beer Licenses, and such licenses were valid at the time the Transfer of Ownership Application was filed.
- The applicant has filed all Transfer of Ownership information as required by State and Local Licensing Authorities with the Town Clerk's office.
- The applicant submitted the Temporary Permit Application within 30 days of filing the Transfer of Ownership Application.
- The applicant submitted the $100.00 Temporary Permit fee to the Town of Eagle.
- The applicant acknowledges the responsibility of having knowledge of the pertinent Colorado State Statutes and Regulations as set forth in Title 12, Articles 46 and 47, C.R.S., as amended, and Chapter 42, Article II of the Thornton City Code, as amended.
- The applicant understands that this permit, if granted, shall be valid for 120 days or until the Transfer of Ownership has been granted, and the State and Local Liquor or Fermented Malt Beverage Licenses have been issued, or the application has been denied, whichever comes first.
- If the license has not been granted within this time period, it is the responsibility of the applicant to apply for an extension of the temporary permit.

Signature of Applicant: Douglas S. Wooldridge	**Date Signed:** 6/14/2021

FOR OFFICE USE ONLY	
Date of Transfer Application accepted:	Date Temporary Permit Application submitted:
June 17 2021	June 18 - Oct 16 2021

THIS LICENSE MUST BE POSTED IN PUBLIC VIEW

TOWN OF EAGLE

TOWN CLERK'S OFFICE
200 BROADWAY
EAGLE, COLORADO 81631

TEMPORARY

ALCOHOL BEVERAGE PERMIT

ADDRESS
PROJECT 1901, LLC
DBA GRAND AVENUE GRILL
678 GRAND AVENUE, EAGLE CO

This license is issued subject to the Laws of the State of Colorado and especially under the provisions of Article 47, of Title 12, Colorado Revised Statutes, as amended and the Ordinances of the City of Wheat Ridge, insofar as the same may be applicable

Fee	Type of Permit	License effective:
$100.00	HOTEL & RESTAURANT	June 18, 2021 - October 16, 2021

TOWN CLERK

To: Mayor and Town Council

From: Chad Phillips, Community Development Director
Peyton Heitzman, Planner I

Date: July 27, 2021

Agenda Item: East Eagle Sub Area Plan (EESAP) Update and Review

REQUEST: Staff is looking for input from the Town Council on the draft EESAP, specifically the goals and policies section, and the Conceptual Land Use Diagram/Future Land Use Map (FLUM).

INTRODUCTION: The EESAP was initiated in Spring of 2021 with the assistance of Zehren and Associates. The EESAP is a long-range planning document for the planning area located on the furthest northeast section of Town. Town Council (Council) and the Planning & Zoning Commission (Commission) have reviewed multiple iterations of the draft plan and the associated conceptual FLUM.

Council reviewed and commented on the EESAP during the June 1st and June 8th meetings. Council directed staff to expand the planning area to include the parcel to the east of the future interchange, provide a mixed-use land description, adjust the road alignment, and ask Colorado Parks and Wildlife (CPW) for an appropriate width for the future wildlife movement corridor.

On June 15th, the Commission was presented an updated conceptual FLUM that included the updated road alignment and the property east of the interchange. The conceptual FLUM showed Interstate Commercial on the west end of the property near the future interchange. Draft language for the Mixed Use land designation was also provided to the Commission for review.

ANALYSIS: The main topic of discussion during the June 15th Commission meeting were the changes made to the residential land use designation. Feedback from the Planning & Zoning Commission include:

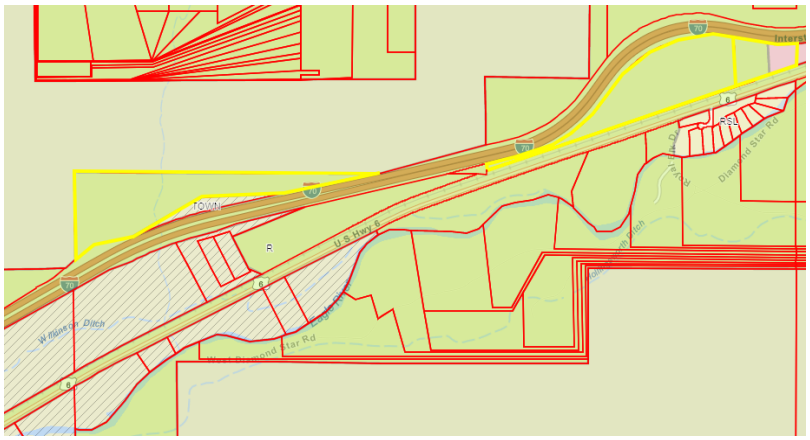
- Concern that too much residential has been removed from the concept diagram (this limits flexibility and may prevent development in the area altogether).
- The existing residential that is approved in the Town may not meet the community need. How much is single-family vs multi-family?
- The amount of residential needs to be data driven.
    - What is the total housing need? By housing type?
    - What housing has been approved? By housing type?
- If residential is added back into the plan, mixed use should act as a buffer between commercial and residential uses. Transition from commercial/light industrial to the north to mixed use in the middle (buffer) to residential to the south.
- Add recreational commercial to the land use description.
- Minor changes made to various goals/policies.
- Requested a joint work session between Town Council and the Planning & Zoning Commission.

RED Development attended the June 15th meeting and offered to commission a market study to help the Council and Commission understand the Town's growth needs and patterns. The Commission expressed interest in this study if the Council is amenable.

In response to the Commission's request for housing data, staff gathered specifics (total number, housing type, associated approval) for unbuilt residential approvals in Town. Information was also pulled from regional housing studies through Eagle County on housing need across the Eagle River Valley. This compilation of housing data is included as an attachment in the packet.

Staff has met with Red Mountain Ranch (RMR), the owners of the parcel east of the future highway interchange, to discuss land use designations for the property. RMR supported the Interstate Commercial land use designation near the future interchange. The RMR team discussed the viability of commercial for the area. Following the meeting, Commercial/Light Industrial was added to the east of the Interstate Commercial land use, as provided in the Conceptual Diagram dated July 21, 2021.

RMR has requested the planning area be further expanded to include the property north of the future interchange as well as two additional properties to the east. These properties are outlined in yellow in the graphic. The property to the north of the interchange (parcel # 193927300040) is designated as Resource in the Future Land Use Map of the Elevate Eagle Comprehensive Plan (Comp Plan FLUM). The other two properties include the school land (parcel #193926100007) and the adjacent property to the east (parcel # 193926104001), also owned by RMR. Both properties are within the Town's Urban Growth Boundary and designated as Public/Institutional on the Comp Plan FLUM. Staff is looking for Council direction on whether to include these parcels in the EESAP planning area or just include the adjacent property to the east of the interchange. Staff recommends that only the parcel to the north, in addition to the parcel east of the proposed interchange (that directed by Council) be included in this plan. Major development constraints exist on the parcel to the north that will be addressed through a policy in the EESAP.



Staff connected with CPW to discuss the ideal width for the wildlife corridor. Brian Wodrich, District Wildlife Manager for CPW, shared that the appropriate width will depend on numerous factors including adjacent use, intensity of use, and buffering between corridor and adjacent uses. CPW will need to be consulted with future land use approvals for a more specific recommendation.

Draft language for the Mixed Use land use category is available in the DRAFT EESAP included in Council's packet. Staff has questions regarding the Mixed Use description that requires Council feedback. The questions include: Should condo and apartment buildings be allowed as a use by right in the Mixed Use category? If so, how do we ensure there is a balance between commercial and residential overall? These questions will be provided to Council during the meeting as discussion items.

No future public meetings have been scheduled for the discussion of the EESAP. If Council is agreeable to the Commission's request for a joint meeting, staff with schedule accordingly. Otherwise, staff plans to schedule the adoption hearing for the EESAP when the conceptual FLUM has been finalized.

COMMUNITY INPUT: No new written comment has been received since the last Town Council review of the EESAP. During the Planning & Zoning Commission meeting, RED Development spoke to a letter dated June 8, 2021, which was also provided to Town Council during the June 8th meeting. All public comment received to-date can be accessed through this LINK.

BUDGET / STAFF IMPACT: Under the existing planning area which includes the adjacent property to the east of the interchange, staff anticipates budgeted funds to cover all project costs. Expanding the planning area to accommodate RMR's request for a larger planning area may require additional consultant time. If additional consultant time is needed, the project budget may be impacted.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: A full analysis of the EESAP against the Strategic Plan will be provided at the future meeting for plan adoption.

RECOMMENDED ACTION OR PROPOSED MOTION:
There is no Town Council action required at this time. Staff is requesting feedback on the proposal and will bring a resolution for adoption at a future meeting.

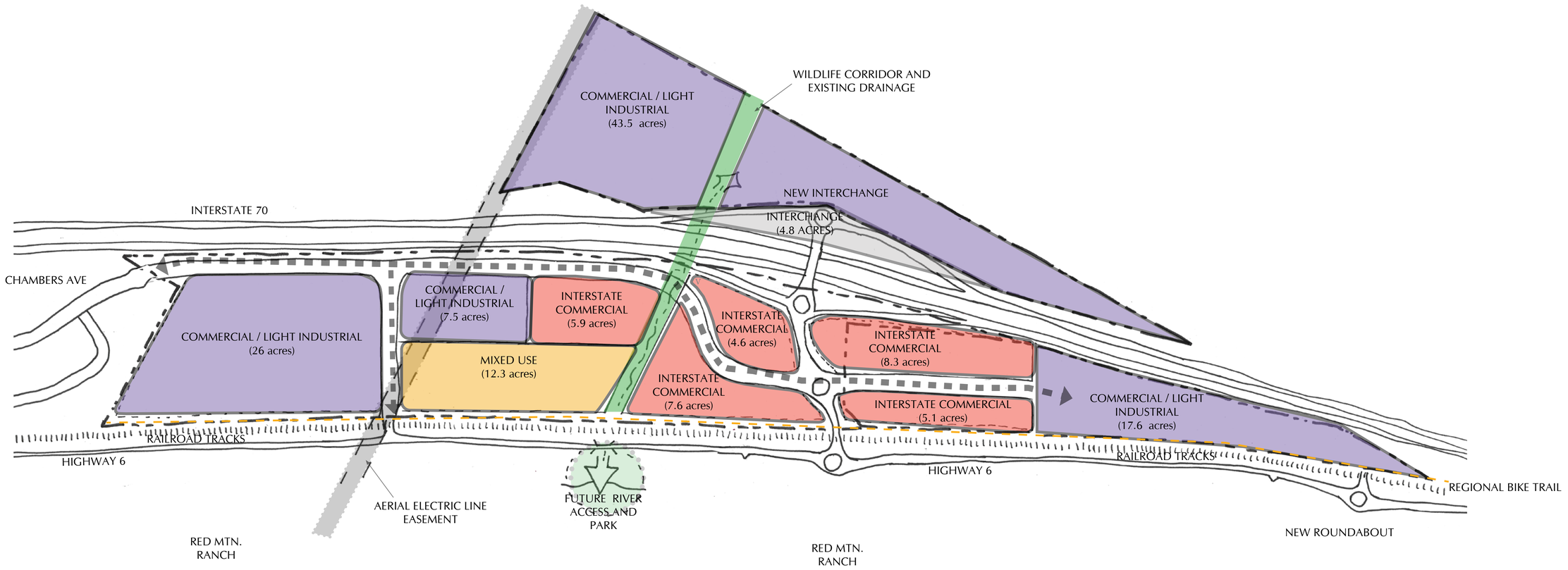
ATTACHMENTS:

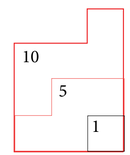
- Conceptual Land Use Diagram dated July 21, 2021
- Public Comment (LINK)
- Town of Eagle Housing Sheet
- Draft EESAP - July 2021
- Planning & Zoning Commission Minutes dated June 15, 2021

Conceptual Land Use Diagram

Preferred Concept With New Highway Interchange and Adjacent Properties

COMMERCIAL / LIGHT INDUSTRIAL: 94.6 acres
INTERSTATE COMMERCIAL: 31.5 acres
MIXED USE: 12.3 acres





TOWN OF EAGLE HOUSING

EXISTING HOUSING: Total of 2,252 Dwelling Units in June 2021

Breakdown By Housing Type

- **1,797** single family homes
- **143** accessory dwelling units (ADU's)
- **312** multifamily units

**Information based on TOE utility billing*

APPROVED HOUSING: Total of 1,561 Dwelling Units in June 2021

Breakdown By Development

DEVELOPMENT	# OF UNITS	UNIT TYPE
Reserve at Hockett Gulch	500	High-density MF
Haymeadow	837	344 MF; 493 SF/Duplexes
** Red Mountain Ranch	153	Varies
410 Broadway	9	Mixed-use
106 Broadway	20	Mixed-use
Broadway Station	22	Mixed-use

** Red Mountain Ranch – Densities Per Planning Area (Dwelling Unit/Acre)	
Planning Area 1	2.8
Planning Area 2	2
Planning Area 3	0.4
Planning Area 4	3.2
Planning Area 5	1.05
Planning Area 6	1.25

EAGLE COUNTY HOUSING AUTHORITY DATA

2018 Eagle County Housing Study (LINK)

Valley-wide need for housing estimated at 3,800 for 2020.

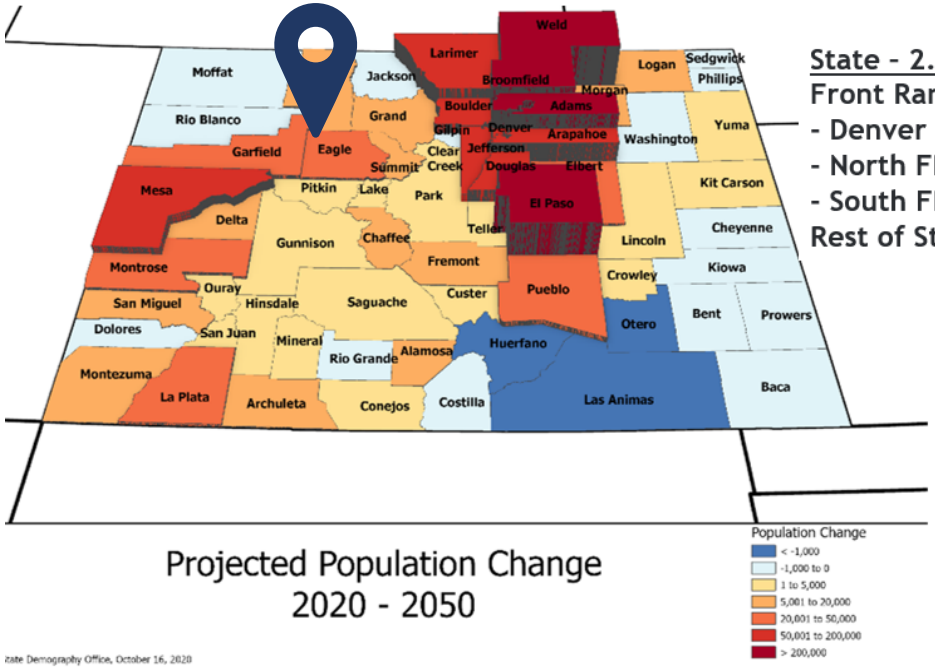
January 2019 Regional Workforce Housing Report (LINK)

"Housing in the Eagle to Gypsum area is meeting housing demands from other parts of the region. *This area contains 1,300 housing units that essentially meet housing demands emanating from other parts of the region. On the basis of affordability, however, the area has a small (200- unit) shortfall for households at 60 percent AMI and a 160-unit shortfall at 140 to 160 percent AMI. Those conditions, however, are likely to change over the next 10 years, when a 1,100-unit shortfall at 60 percent AMI and a 150 unit shortfall at 80 to 100 percent AMI are projected to emerge".*

TOWN OF EAGLE HOUSING

Population Forecast 2050

7.9 million



State - 2.1 million
Front Range - 1.8M
- Denver Metro - .8M
- North FR- 550K
- South FR - 350K

Rest of State - 400K

Of the 400k population growth anticipated outside of the Front Range by 2050, an estimated **20,001 – 50,000** will be in Eagle County.

COLORADO
Department of Local Affairs

**DATA PROVIDED BY THE STATE DEMOGRAPHY OFFICE / DEPARTMENT OF LOCAL AFFAIRS (DOLA)*

EAST EAGLE SUB AREA PLAN

July 2021 DRAFT

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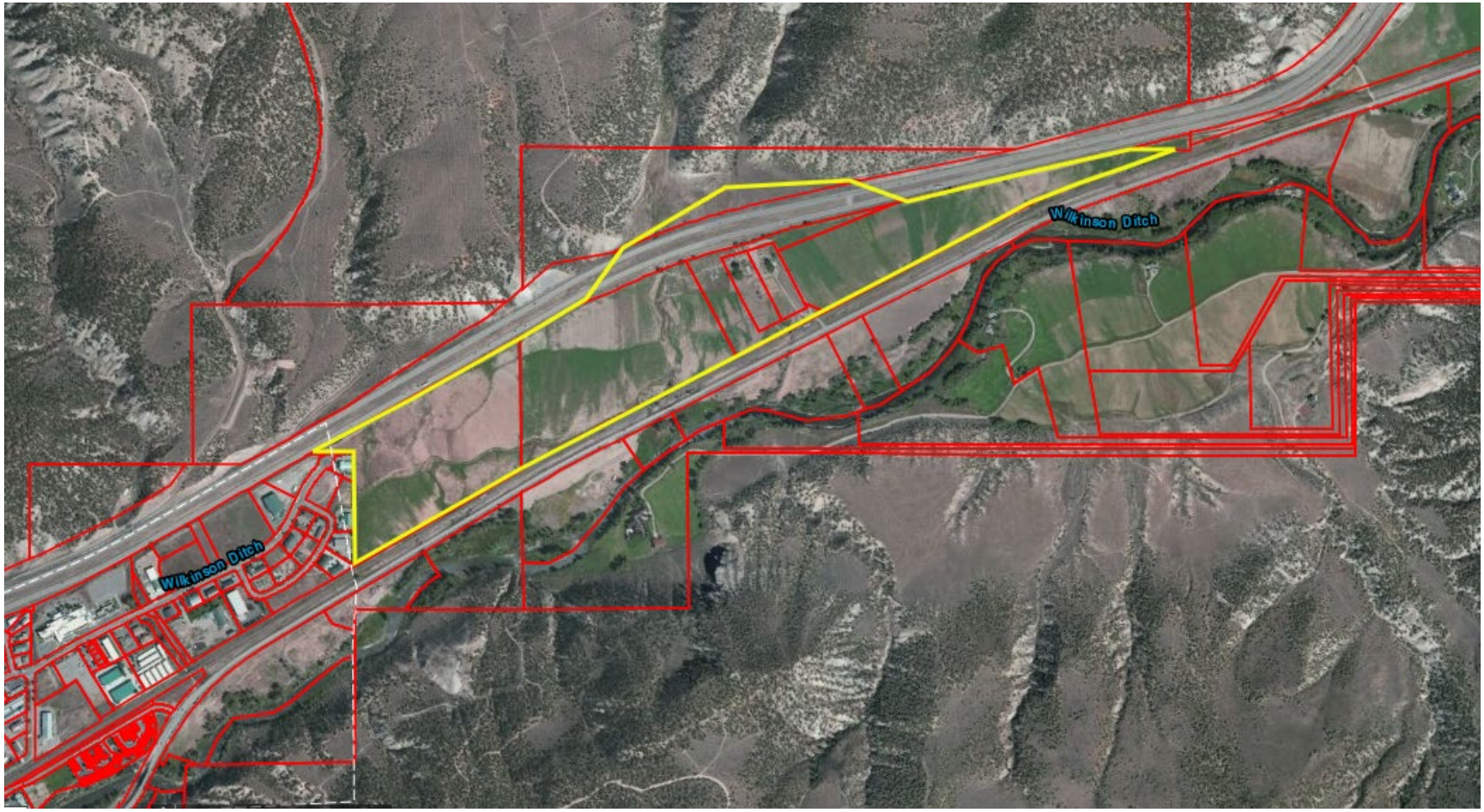
Area Map



Purpose

The Town of Eagle adopted the 2020 Elevate Eagle Comprehensive Plan (Comprehensive Plan) on December 15, 2020, as a policy document to aid decisions on land use, development, public services, and economic development within the Town's boundary and Urban Growth Boundary. Within the Comprehensive Plan is the Future Land Use Map (FLUM) that provides future land uses within the Town of Eagle. Sections of the FLUM refer to subarea plans for future land use designations. The FLUM refers to this East Eagle Subarea Plan for the future land use designations of this planning area, known as "East Eagle." The purpose of this subarea plan is to identify and define desired future land uses and guide future growth that will meet the needs of the community today, and for decades to come.

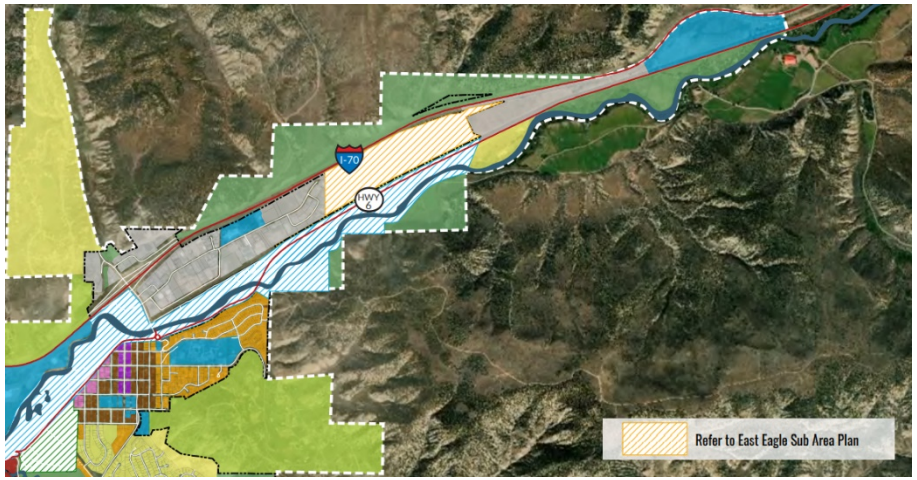


***Image from Elevate Eagle Comprehensive Plan.*

The East Eagle property is approximately 131 acres, located in the furthest northeast section of town. The planning area is east of the Chambers Avenue Commercial and Industrial Park and sits between I-70 to the north and Highway 6 to the south.

Land availability for auto-oriented commercial and industrial uses is limited within the Town. The Chambers Avenue Character Area has few vacant lots remaining. East Eagle provides a large tract of land that can meet the community's future needs for heavier commercial and industrial development. I-70 and Highway 6 both provide locals with ingress and egress to Eagle. This property is uniquely situated and will provide access to both. The size of the property and its proximity to I-70 spurs an

opportunity for highway-oriented development unlike what exists at the Eby Creek Road interchange. The East Eagle Sub Area Plan also includes plans for a future highway interchange, further supporting highway-oriented development.

East Eagle will be the first development that welcomes westbound visitors as they drive into the Town of Eagle. This plan was designed to include an attractive eastern gateway as supported by the Comprehensive Plan. There is also a residential component in the East Eagle Subarea Plan. Design elements have been incorporated into this plan to create cohesion and encourage high quality development among the different uses in East Eagle.

Introduction

Background

The 131 acres that make up East Eagle can be better understood in two tracts of land. The 100-acres adjacent to Chambers Avenue were annexed into the Town of Eagle in 2006. The current zoning for this portion of East Eagle is Resource (R). The remaining 31 acres to the far east of East Eagle are not yet within the Town's boundary, but rather zoned Resource in unincorporated Eagle County. The entire planning area is currently used as pasture.

Once developed, this property will provide a connection from the east end of Chambers Avenue with Highway 6, enhancing the connectivity to this part of town. Heavy commercial and light industrial development in Eagle has been limited to Chambers, Eby Creek and Market, with some light commercial along Highway 6 and in West Eagle. Interstate Commercial is currently limited to Eby Creek Road, Market Street, and the western end of Chambers Avenue. Eagle's downtown is Broadway Street, which connects to Grand Avenue (Highway 6). The East Eagle property is located roughly 1.25 miles from Broadway Street. Walking/running/biking connectivity exists through this property to the Town Center area via the Regional Trail.

Eagle has changed substantially from 2006, with the near build-out of Eagle Ranch and approval of other large Planned Unit Developments throughout the Town. From 2005 to 2010 the Town of Eagle's population increased by 2,200 people. From 2010 to 2019 Eagle's population increased by roughly another 500 people. While growth certainly slowed over the past 9-10 years, the demand for housing continues to increase and home prices continue to rise. Since 2014, Eagle has annexed an estimated additional 795 acres to the Town. Most of this land is

slated for residential development and roughly 1,500 dwelling units are approved (but unbuilt) as of 2021.

Site Analysis

Size

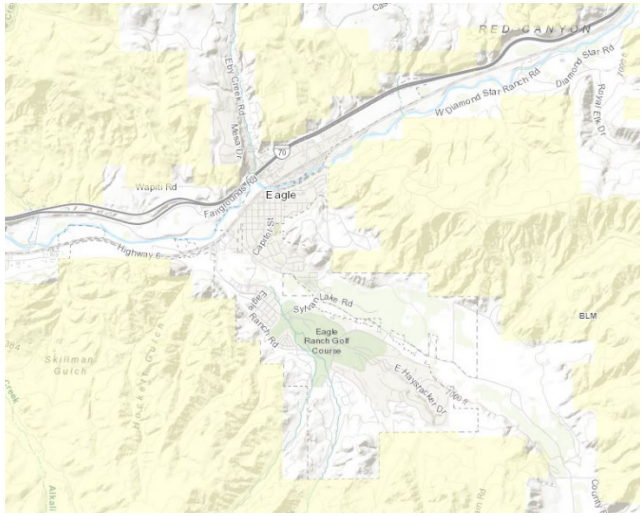
The length of East Eagle along I-70 is greater than the length of Chambers Avenue, as depicted in the Context map. East Eagle is approximately 7,800 linear feet while Chambers Avenue is 5,550 linear feet. In terms of depth, the distance from the property boundary abutting I-70 to the boundary abutting the railroad track ranges from 1,038 linear feet on the west end of East Eagle and gradually reducing in distance moving east. Of the total 131 acres of the planning area, approximately 17 acres is designated for the future highway interchange, leaving 114 acres for other land uses.

Surrounding Properties

To the north and east of the East Eagle planning area, are properties in unincorporated Eagle County with Resource zoning. Across Highway 6 to the south is the Red Mountain Ranch (RMR) development, which is zoned Planned Unit Development within the Town of Eagle. The Red Mountain Ranch development is currently undeveloped but has received approvals for up to 153 residential units; this development will include both multi-family and single family residential. A future river access and park is planned in RMR and will provide active recreation within close proximity to the East Eagle planning area. To the west is the Chambers Avenue Commercial and Industrial Park with mixed Commercial General and Industrial Town of Eagle zoning. The Eagle Valley Trail and Railroad run parallel between the East Eagle property and Highway 6.

Constraints and Parameters

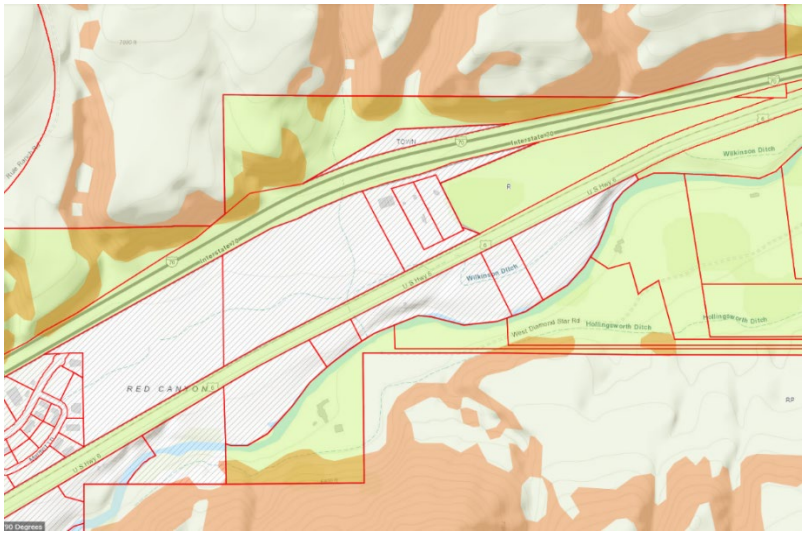
Though the EESAP focuses on the area identified as East Eagle, there is recognition that the Town of Eagle has limited options for expansion, especially expansion and/or annexation of land for commercial and industrial uses. The Town is surrounded by Bureau of Land Management (BLM) land as depicted in pale yellow in the graphic to the right.



Eagle County GIS Layers: Public Lands

Aside from the surrounding terrain, East Eagle has its own set of constraints that have impacted this planning process and the conceptual design of the property. These constraints include:

- Utility Easement
- Rail line
- Highway 6 Access Permits
- Drainage
- Future I-70 Interchange
- Regional Trail (ECO Trail)
- Visibility from I-70
- Market Influences



Eagle County GIS Layers: parcels, County zoning, slope greater than or equal to 30%

Utility Easement
There is a 100 ft utility easement passing through the planning area from north to south. The easement is approximately 1800 linear feet from the western boundary of the planning area. The easement is used by a powerline running through the property.

Railroad Crossing
There has been community effort to revive the Tennessee Pass rail line for freight and/or passenger use. The rail line stretches from Eagle to Canon City. If the rail line becomes operational, the community may want to consider a location for a future transit center for the loading and unloading of freight and passengers.

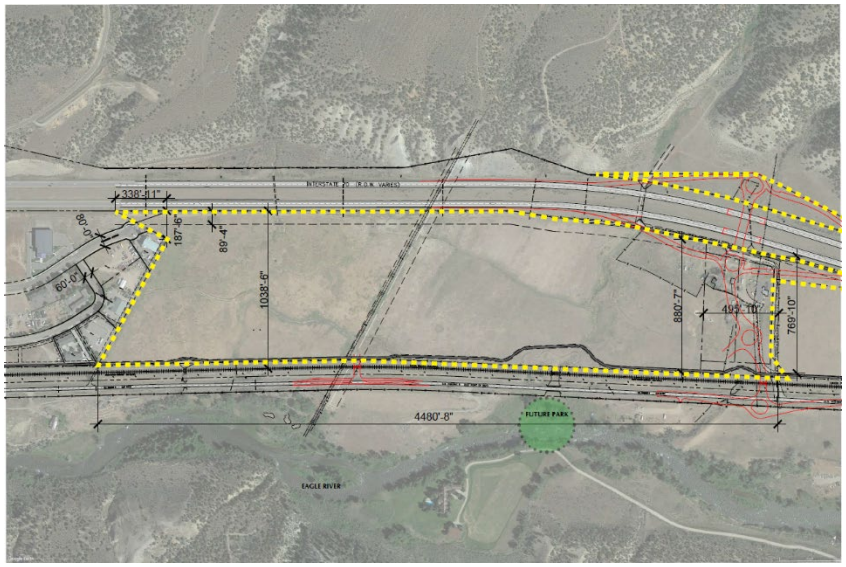
Highway 6 Access Permits
Access permits onto the property from Highway 6 have already been issued by the Colorado Department of Transportation (CDOT). There are two points of access from Highway 6 that are depicted in the Site Overlay with Dimensions and Aerial in Exhibit A.

Drainage
A drainage feature runs through the property. The drainage is located north of the Future Park depicted on the Site Overlay with Dimensions and Aerial in Exhibit A.

Future I-70 Interchange
The Town has identified a need for a future highway interchange that will provide additional access points to the property. The future interchange is intended to address problems with congestion, safety, and facilitate the flow of traffic on Chambers Avenue. The location of the highway interchange is restricted to the east end of the property due to the slope to the north of I-70, that limits the location of the highway on/off ramp. The highway interchange is a large capital investment that may not be constructed in the near future.

Regional Trail
The Eagle County ECO Trail is location along the southern border of the property. The ECO Trails is a popular trail that provides public access throughout the Eagle Valley.

High Visibility
With tens of thousands of vehicles driving on I-70 each day, East Eagle is highly visible to locals and visitors alike. This visibility has shaped various elements of this planning document such as the



eastern gateway, the need for design standards, and importance of landscaping.

Market Influences

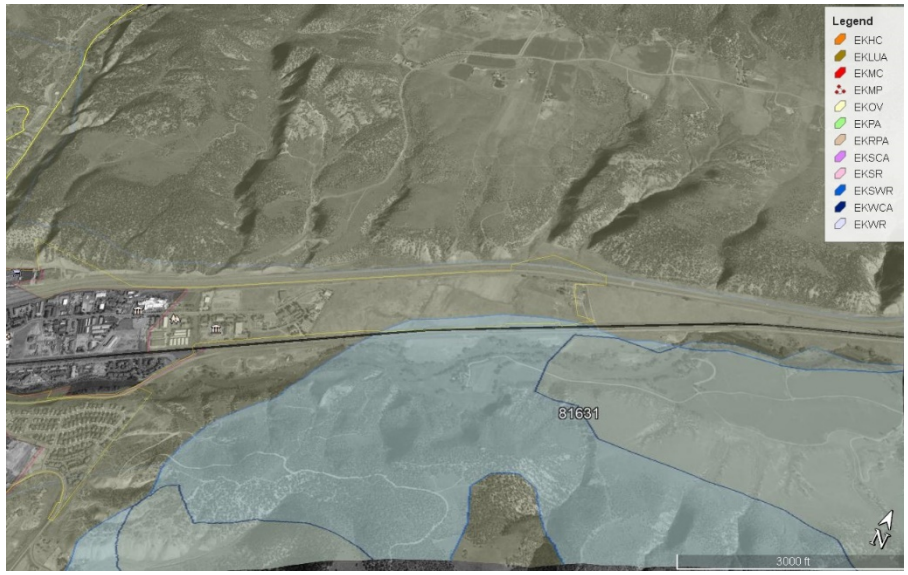
Other constraints taken into consideration during this planning process were changes to markets resulting from a shift to online shopping, only accelerated by the recent COVID-19 pandemic. The shift to online shopping begged the question; will big box be profitable in the future? These questions come with the recognition that the markets change and predicting the future can be an impossible task. The East Eagle Subarea Plan provides flexibility to future commercial land uses by allowing for a variety of commercial uses, rather than restricting the area to large lots for big box/chains.

Wildlife

A vision of the community is to celebrate and preserve its unique connection with the environment by minimizing growth impacts to water and wildlife resources. Numerous goals in the 2020 Elevate Eagle Comprehensive Plan focus on preserving and protecting habitat for wildlife as well as riparian areas. Through this planning process, potential impacts to water and wildlife resources were identified and addressed in the Goals/Policies section of the plan.

The Elk population use the East Eagle area during the winter months. The graphic shows that the southern section of the property is used as Elk winter range.

The Mule Deer population are also active in East Eagle. Mule Deer use a significant portion of the property as a concentration area and the southern portion as a winter range.

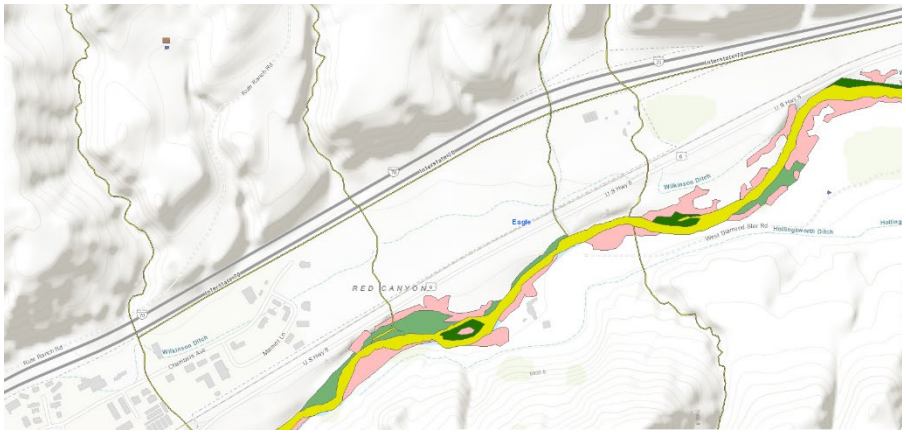


A map of Elk movement from CPW: Colorado Parks & Wildlife - Google Earth (KMZ) Species Maps (state.co.us)

Map of Mule Deer movement. Source: CPW Colorado Parks & Wildlife - Google Earth (KMZ) Species Maps (state.co.us)

Wildlife utilize the underpass at mile markers 147 and 150. The community recognizes that development of East Eagle will disrupt wildlife movement through the property, however efforts can be made to minimize any negative impacts.

The EESAP incorporates wildlife friendly policies to mitigate adverse impacts to wildlife throughout several stages of development.



Colorado Wetland Inventory (arcgis.com)

Water Resources

Eagle River is south of East Eagle across Highway 6. Mapping provided by the Colorado Wetland Inventory depicts riparian zones and other water resources. While East Eagle has three streams feeding into the water sources to the south, there are no riparian zones within the planning area.

Regional Context

Commercial businesses in East Eagle will serve the valley with their proximity to the Eagle County Airport that enplaned (origin and destination) 194,905 passengers in 2019. Visitors arriving at the Eagle-Vail Airport currently drive through Eagle's Grand Avenue (Highway 6) to the Eby Creek / I-70 interchange to get to up-valley destinations. Upon returning to the airport, visitors must currently take the same return trip, as Eagle has one interchange.

The Town of Eagle is also within an hour's drive of world class ski resorts that draws in visitors from around the world. The Town of Eagle is surrounded by BLM land and natural attractions such as Sylvan Lake State Park, the White River National Forest and the mining town of Fulford. During the summer, visitors come to the area for access to camping, hiking, mountain biking, fly fishing, rafting, river surfing, etc.

In addition to serving the visitors of the area, East Eagle's commercial and industrial uses will serve nearby communities. The closest municipality to the west is the Town of Gypsum with a population of 7,582 in the year 2019. To the east are unincorporated areas of Wolcott and Edwards. Unincorporated Eagle County had a population of 24,038 in 2019. The total population for Eagle County was 55,070 as of 2019; this population number includes unincorporated Eagle County, Avon, Basalt (partial), Eagle, Gypsum, Minturn, Red Cliff, and Vail.

Related Goals

Current planning documents used in the development of EESAP include the 2020 Elevate Eagle Comprehensive Plan and the 2018 Eagle County Housing Study.

2020 Elevate Eagle Comprehensive Plan

The 2020 Elevate Eagle Comprehensive Plan (Comprehensive Plan) is the primary document used by the Town of Eagle to guide future growth and development.

The Comprehensive Plan identified Eagle Character Areas to provide guidance to specific tracts of land with unique characters. The East Gateway Character Area is included in the East Eagle planning area. East Eagle is located to the east of the I-70 Influence Character Area.

The Comprehensive Plan provides policies for the community's gateways. These same policies inform and support the EESAP. These policies are summarized below:

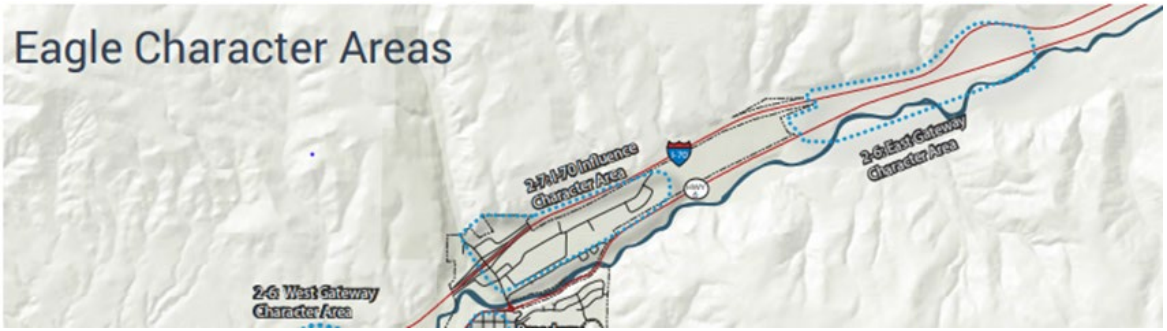
- Support the installation and maintenance of attractive, well-managed landscaping at the gateways.
- Provide and maintain landscape screening or other enhancements to improve visual quality.
- Ensure that new development in these areas includes architectural elements and treatments consistent and compatible with established design guidelines for the Town of Eagle.

Landscaping and aesthetics are important components of the Comprehensive Plan, and this sub area plan seeks to incorporate design standards for this highly visible land.

Though the I-70 Influence Character Area is not included in the East Eagle planning area, policies from the Character Area are relevant to the overarching goals for East Eagle. Relevant policies are summarized below:

- Within allowances established by the Town's level of service (LOS) standards, promote additional highway-oriented businesses (which may also serve local needs).
- Encourage the development of vacant or underutilized lots with more intensive uses that would benefit from their accessibility to the interstate corridor.
- Maintain existing commercial and industrial zoning in the Chambers Avenue, Market Street, Sawatch Road, and Marmot Lane areas.

The importance of locating highway-oriented businesses in the vicinity of Eby Creek Road is documented in the Elevate Eagle Comprehensive Plan. The East Eagle Sub Area Plan will also include plans for a future highway interchange and should also include a land use category for highway-oriented businesses.



2018 Eagle County Housing Study (relevant takeaways) (Insert narrative)

- Local households, both owners and renters, have an overwhelming desire to remain or become homeowners, regardless of income.
- A diversity of attached and detached housing product is needed, with a range of price points, upgrade options and amenities.
- Affordability is the key obstacle for locals seeking to buy in the Eagle River Valley. Numerous tools will be needed to overcome the affordability gap for most locations and product types.
- Affordability and location are the highest priorities for buyers. If homes are located in desirable communities and priced affordably, buyers will make tradeoffs on unit type and size.
- Regardless of where in the valley buyers are seeking to live, community character is the most important location attribute local households consider – underscoring the need to integrate housing efforts in comprehensive community planning that preserves and enhances sense of place, locals or family-orientation, social opportunities, and proximity to services and entertainment.
- 90% of down valley homes are occupied year-round.
- Mid and down valley are home to a higher percentage of households with children and adults in the prime working years of 30-64.
- Looking at the presence of children in the household provides a striking contrast: almost half (48%) of down valley households include children.
- Down valley has larger households, especially those with four or more individuals.
- Proximity to work is the second highest consideration for homeowners.
- Community amenities - schools, parks, libraries, etc., amenities rate high in importance among homeowners.
- The ability to have pets is also a top consideration with two-thirds of owners rating pets as very or extremely important.
- Owners who live alone generally place less importance on character and proximity attributes but rank availability of bus service and proximity to skiing/recreation higher than other types of households.
- Couples with children generally rank location attributes higher than other households, especially availability of day care and quality of schools. They place lower than average importance on bus service and proximity to skiing/recreation.

- Up valley and mid valley should be the prioritized for new rental development, as 82% of current renters prefer those locations.

- The importance ratings by other types of households tend to fall in between the preferences of people living alone and couples with children.
- Playgrounds or parks on site are also important to owners, especially households with children, and considerably more important to owners than renters.

Goal and Policy Topics

The goals and policies in this section support and advance the Town's vision for East Eagle. Goals articulate a desired ideal and a value to pursue. Supporting strategies are specific policies and action items (under Implementation) that provide a means of implementation for each goal.

1) Goal: The EESAP shall provide direction for future land use development but shall also include flexibility to accommodate minor modifications that address community or market changes.
   - 1.1. Land use categories shown on the FLUM may be slightly enlarged or reduced if it is deemed by the Town that such modification is otherwise in conformance with the goals and policies of the EESAP and the Comprehensive Plan.
   - 1.2. While future development should be in conformance with the EESAP goals, policies, and the Future Land Use Map, the Town will only support development within the Urban Growth Area after annexation.
   - 1.3 Future development should pay special attention to, and avoid, development hazards such as steep slopes and drainages.
2) Goal: Within the planning area, transportation infrastructure shall be located and sized to achieve excellent circulation, avoid congestion, and promote visual qualities.
   - 2.1. Streets should provide for free-flowing circulation and allow for access to Chambers Avenue, Highway 6, and I-70.
   - 2.2. Streets that access commercial property should be wide enough to accommodate large semi-trucks.
   - 2.3. Commercial lots should accommodate onsite deliveries and large semi-trucks and trailers without impacting public rights-of-way.
   - 2.4. New development should include elements that address current and future public transportation such as buses, multi-use trails, and trains/rail.
   - 2.5. Where feasible, the EESAP area should include a frontage road along I-70.
   - 2.6. Encourage connection from Chambers Avenue to Highway 6 in the early phases of development prior to adding uses to the extension of Chambers.
   - 2.7. To the greatest extent practicable, new development should provide convenient multi-modal access to the Central Business District.
3) Goal: To help support Broadway Street and Capitol Street businesses, avoid the creation of a new town center.
   - 3.1. Promote commercial development that fits the desired character of the community and focuses on businesses that rely on vehicular rather than pedestrian access.

- 3.2. Pedestrian amenities should focus on utilizing the ECO Trail and access to Broadway Street rather than creating a walkable shopping area within the EESAP.
- 3.3. The EESAP area should provide lots that can accommodate mid-size to large-size retailers.
- 3.4. Landscaping should be utilized to insulate residential/mixed-use areas from incompatible uses such as heavy commercial activity, interstate, or train impacts.
- 3.5 Avoid regulations that create the downtown feel (e.g. zero lot line allowance from the front yard).

4) Goal: The EESAP area shall contribute to the Town's outdoor/active lifestyle by encouraging recreation and tourism-based opportunities.
   - 4.1. Larger scale commercial recreation uses and businesses should be encouraged.
   - 4.2 Development should be planned to provide easy access to the ECO path and a thoroughfare to the river.
   - 4.3. Provide opportunities for recreational amenities to support local businesses, employees, residents, and visitors.
   - 4.4. Ensure residents have access to recreational amenities.
     a) Require new development to provide adequate parks, trails, other recreational facilities, and connections to pedestrian/bicycle-oriented amenities such as the River Access and Park proposed for the Red Mountain Ranch Development.
5) Goal: To ensure an appropriate mix of residential, commercial, and industrial development throughout the Town, residential development should be limited in the EESAP area.
   - 5.1. Residential projects in the EESAP area should include higher density residential housing types.
   - 5.2. Support mixed-use workforce housing that is integrated within the mixed-use and commercial/light industrial areas.
   - 5.3. Amenities commonly found in residential neighborhoods should be incorporated into any area where significant residential is included.
   - 5.4. Promote residential development that fits the desired character of the community.
6) Goal: Protect and preserve wildlife habitat, movement corridors, and other sensitive lands.
   - 6.1. Remove unnecessary fencing, minimize the use of fencing where possible, and if fencing is necessary, encourage the use of wildlife-friendly fencing according to Colorado Parks and Wildlife standards.
   - 6.2. Vegetation screening should be used to buffer the wildlife movement corridor from future development.

- 6.3. The wildlife movement corridor should be of sufficient width to effectively funnel wildlife movement through existing wildlife underpasses.
- 6.4. Cluster development where possible to preserve open space for wildlife movement.
- 6.5. New development should be phased to limit disturbance.
- 6.6. Encourage and support wildlife mitigation plans approved by Colorado Parks and Wildlife.
- 6.7. Locate parks to take advantage of wildlife areas.
- 6.8. Traffic calming measures should be considered to reduce driver/wildlife encounters and traffic casualties.
- 6.9. Encourage the incorporation of bear proof trash plans and dog controls with future development.

7) Goal: New development in the EESAP area supports environmental and sustainability efforts.

- 7.1. Tree species should be drought-resistant and consistent with the Town's high desert landscape.
- 7.2. Xeriscaping is highly encouraged.

8) Goal: The EESAP area will include adequate parking areas located and buffered to avoid visual blights as seen from I-70 and Highway 6.

- 8.1. Potions of parking should be encouraged to be located to the rear of buildings with buildings situated closer to the street frontage. Look for opportunities for consolidated parking lots with shared parking and internal connections within parking lots.
- 8.2. Parking lots should provide sufficient landscaping for shade coverage.
- 8.3. Developments that provide residential units shall avoid dependence on on-street parking for residents and their guests.

9) Goal: Provide opportunities for the expansion of commercial and light industrial uses.

- 9.1. Balance residential development in mixed-use areas to support business opportunities.
- 9.2. Avoid "strip" commercial development along Highway 6. Use clusters of compact development set back from the highway where practicable.

10) Goal: Enhance the community's identity and quality of life by promoting the Town's visual character.

- 10.1. New development should support design elements that reflect the western slope mountain town appearance (historic mountain west/mountain modern)
- 10.2. Discourage proposals that include architectural styles inconsistent with that of Colorado's Western Slope mountain towns and high desert.

- 10.3. Strongly encourage new development to include native, drought-resistant landscaping species and/or xeriscaping.
- 10.4 The EESAP area shall provide open spaces that benefit trail users, wildlife, and provide quality visual buffers adjacent to development.

11) Goal: Create a quality, welcoming Eastern Gateway that reflects the image of the Town.

- 11.1. Enhance the Eastern Gateway through landscaping, streetscape character, and design aesthetics.
- 11.2. The gateway design elements should integrate features associated with the Colorado's Western Slope Mountains/high desert and may include items that reflect active outdoor recreation.
- 11.3. The area between the frontage road and I-70 should include landscape buffers to support the aesthetics of the area.
- 11.4 If frontage road is not feasible or appropriate, landscaping or buffering should be integrated so that the rear of the building is screened from I-70. Colorado Department of Transportation requirements should not impede the goal of screening.
- 11.5. Locate entryway features at the future I-70 interchange and at the EESAP land furthest east between I-70 and Highway 6.
- 11.6. Ensure that the rear of buildings are not the dominant features for development abutting and as seen from I-70.

Future Land Use Map / Circulation Plan

The Future Land Use Map (FLUM) portrays the study area's desired future. It is a tool to guide zoning decisions in East Eagle. The FLUM identifies locations of anticipated, and community-supported land uses over the next 10 to 20 years.

Division between land use categories generally follows parcel lines, roadways, and other geographic boundaries. Future land use and zoning category changes shall generally adhere to the FLUM but may vary due to development constraints or other factors that would make strict adherence difficult or impossible. Flexible interpretation of the boundaries may be granted by the Town Planning staff, Planning and Zoning Commission, and Town Council, provided the proposed change is consistent with the overall vision, goals, and strategies contained in this Plan.

{INSERT MAP}

LAND USE CATEGORIES

- **Commercial/Light Industrial.** This area will include uses common to those that exist in the Chambers Ave area but with larger lots that are more accessible to delivery trucks. Such uses include those seen in light industrial areas such as manufacturing, assembly, storage, distribution, repair, service, contractor's yards, outdoor retail, recreational commercial, and kennels, AND commercial/retail uses typically not found on Broadway Street such as restaurants with drive up windows, grocery stores, gas stations, and service establishments. Residential uses are limited and will mainly include employee units located above street level.

- **Interstate Commercial.** To take advantage of the vehicular traffic present at interstate interchanges and to provide the Town's citizens options to driving out of town for certain goods and service, this area shall primarily include lodging, regional retail, large-format restaurant, and convenience stores/gas stations. Because this will also be the eastern gateway to the Town of Eagle, uses should reflect the character of the Town's active/outdoor branding in addition to maintaining high quality design elements. Residential uses are limited and will mainly include employee units located above street level.

- **Mixed Use.** The category should be a balance between commercial and residential uses. This land use designation is intended to allow for service commercial uses such as small-scale manufacturing and assembly, mid-scale retail and office, small-scale commercial, repair businesses, and residential opportunities in appropriate locations. Residential uses shall be permitted as a use by right above street level. Commercial uses should be located at street level and residential uses and office uses on upper floors. Live/work situations are appropriate for this land use. This land use is not intended to be a new town center. **Should condo and apartment buildings be allowed as a use by right? If so, how do we ensure there is a balance between commercial and residential overall?**

Conceptual Design Direction

Eagle is an eclectic mix of architectural styles and residents prefer a mix of styles throughout Town and our various neighborhoods. In the East Eagle area of Town, the architectural style should be reflective of the Town's Outdoor Recreation Brand and should pay tribute to the Historic Mountain West as well as incorporate a Mountain Modern aesthetic where appropriate.

Feedback received from the elected and appointed officials as well as the general public has stressed the importance of the aesthetics of East Eagle. This section of the EESAP provides design direction to help this area achieve high-quality aesthetics. Additional information on the public engagement efforts can be found in Appendix A of the plan.

Landscaping

Landscaping serves as a critical element of the EESAP. Landscape buffers should be used to visually screen commercial and industrial buildings from drivers on the highway and residential uses. Massing in landscaping will be used to provide visual appeal through a variety of plant material.

Plant selection should be intentional to achieve the goals of this plan. The types of trees use include evergreen and trees appropriate for Colorado environment. Xeriscape landscaping should be utilized whenever possible. High desert landscaping reflects the character of Eagle and should be incorporated into any landscape design for commercial or residential applications.

Streetscape Character

A mix of trees and shrubs should be incorporated into the streetscape in East Eagle. Evergreen trees or large shrubs should be limited to the I-70 buffer zone and as screening for commercial uses. Low rocks, grasses, and flowers should be utilized along streets and roadways. Streets and roadways should be constructed to handle large semi-trucks and trailers (and other vehicles with large turning radius).

Eastern Gateway

Direction from this portion of the plan came directly from the public (through public meetings and surveys). The Eastern Gateway Character Area is defined in the Elevate Eagle Comprehensive Plan and is further east of East Eagle. A strong landscape buffer should be incorporated along I-70 and at the planned eastern interchange, in order to screen commercial and industrial uses, reduce noise impact of the interstate and provide a visually appealing eastern gateway to visitors and residents.

Implementation

Action Items

This section provides a list of action items. Action items provide the Town and community partners specific steps to implement the goals and policies provided in the East Eagle Subarea Plan. Implementation of action items can take time, necessitating regular, even annual, re-assessment and re-prioritization of these action items.

Item No.	ACTION	TIME FRAME	RESPONSIBILITY / POTENTIAL PARTNERS
1	Town and staff will regularly review goals and policies to ensure alignment with goals and policies from the Elevate Eagle Comprehensive Plan	ST	Town (Community Development)
2	Explore funding/partnership opportunities for development of the I-70 interchange.	ST, MT, LT	Town, CDOT, Grants
3	Obtain traffic study to understand circulation and traffic patterns to be generated by new development in East Eagle.	ST, MT	Town (Public Works/Community Development), Developer
4	Consider most recent housing studies and residential land use approvals when considering the appropriate type of residential dwellings for East Eagle.	ST, MT, LT	Town, Developer
5	Incorporate design standards into the updated land use code.	ST	Town (Community Development)
6	Access points on Hwy 6 are conceptual only and will need to be coordinated with Red Mountain Ranch and Colorado Department of Transportation for actual locations.	ST, MT	Town, Developer, CDOT, RMR
7	Through the updated land use code, avoid inappropriate uses that would result in a new town center.	ST	Town (Community Development)
8	Explore PIF options to have new development pay its own way.	ST, MT	Town, Developer

9	Explore the opportunity for a pedestrian connection under Hwy 6 to the future river access & park.	ST, MT	Town, Developer, Developer of RMR PUD
10	Adopt Colorado Parks and Wildlife best practices in land use code update to mitigate adverse impacts to wildlife.	ST	Town, CPW
11	Feasibility study of wildlife overpass to help facilitate wildlife movement across I-70. Consider opportunities to improve existing underpass.	ST, MT	Town, CPW, CDOT, Eagle County
12	Review ECO trail location throughout development to ensure connectivity and public safety.	ST, MT, LT	Town, Developer, Eagle County
13	Inform future residences and businesses about cohabitating with wildlife.	ST	Town, Residents, Developer, Businesses, CPW
14	Conduct feasibility study of the Town's ability to provide water and wastewater services to the far eastern and northern areas within East Eagle.	ST, MT	Town (Public Works)
Key: ST = Short Term (1-5 years) MT = Mid Term (5-10 years) LT = Long Term (10-20 years)		Town = Town of Eagle CPW = Colorado Parks & Wildlife CDOT = Colorado Department of Transportation	

MINUTES
Planning & Zoning Commission
Tuesday, June 15, 2021
6:00 PM

Public Meeting Room / Eagle Town Hall
200 Broadway
Eagle, CO

This agenda and the meetings can be viewed at www.Townofeagle.org.

PUBLIC WIFI - TOEE – ((TOEEWireless))

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This will be an in-person meeting with access to attend via the Zoom link below.
   ACCESS THE ON-LINE MEETING HERE

- Please note: All participants are automatically muted. In order to be called upon and unmuted, you will need to use the "raise hand."
- When it's your turn to speak, the moderator will unmute your line and you will have three (3) minutes for public comment.
- PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to the Planning Department at planning@townofeagle.org and will be included as part of the record.
- For technical difficulties please email nikki.davis@townofeagle.org and we will do our best to assist you.

6:00 PM – REGULAR MEETING CALLED TO ORDER

Meeting called to order at 6:15 PM.

COMMISSIONERS PRESENT

Matthew Hood, Jesse Gregg, Kyle Hoiland,
Bill Nutkins, Robert Townsend,
Charlie Perkins, Keegan Winkeller, Lani Webb

STAFF

Chad Phillips – Community Development Director
Nikki Davis - Administrative Tech II
Peyton Heitzman – Planner I

COMMISSIONERS ABSENT

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APPROVAL OF MINUTES *Approval of minutes from the following meetings(s) of the Planning & Zoning Commission.*

1. Minutes dated May 18, 2021

MOTION: COMMISSIONER BILL NUTKINS MOTIONED TO APPROVE THE MINUTES. MOTION WAS SECONDED BY COMMISSIONER CHARLIE PERKINS AND PASSED WITH A VOTE OF 6 (HOOD, PERKINS, HOILAND, NUTKINS, TOWNSEND, WINKELLER) IN FAVOR AND 0 OPPOSED. COMMISSIONER JESSE GREGG ABSTAINED.

PUBLIC COMMENT *Citizens are invited to comment on any item not on the agenda subject to a public hearing. Please limit your comments to three (3) minutes per person. Those who are speaking are requested to state their name & address for the record.*

Public comment opened at 6:18 PM. There was no public comment.

PUBLIC HEARINGS

1. Project: East Eagle Sub Area Plan (EESAP)
   File #: LURA21-03
   Applicant: Town of Eagle
   Location: East Eagle Area – 131 acres East of Chambers Ave, between Hwy 6 and I-70.
   Staff Contact: Chad Phillips, Community Development Director
   Peyton Heitzman, Planner I
   Request: Staff is looking for input from the Planning & Zoning Commission on the draft EESAP. Recognizing that the plan is not in adoption form, staff recommends continuance of the adoption hearing for LURA21-03 indefinitely.

CONSULTANT PRESENTATION

Caroline Schoeller from Zehren and Associates began the presentations by providing an overview of the East Eagle Area. As requested by Council, a new diagram which illustrated adjacent properties to the north and east of the East Eagle Area was included in the presentation. It is worth noting that portions of these adjacent proprties are not viable for development.

Next, Ms. Scholler reviewed the preferred concept diagrams dated June 1, 2021 and shared feedback from Council. Council's comments included omitting the temporary use area, keeping the highway interchange, adding more commercial/light industrial in place of residential, and to include a mixed use designation which could include residential use. Based on those requests, Zehren produced a second rendition of the preferred concept diagram dated June 8, 2021. This diagram featured more commercial/light industrial, a mixed use area that replaced residential, and a modified collector road. After receiving further comment from RED Development, Zehren produced a third rendition of the preferred concept diagram which is what the Commission reviewed at this meeting. The diagram illustrated a lengthy frontage road running from west to east intended to encourage businesses to position their storefronts towards I-70 for a more attractive and inviting look. Another notable change was the addition of more interstate commercial beyond RED's parcel to the east.

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In addition to reviewing the third rendition of the preferred conecpt diagram, Ms. Schoeller also asked the Commission for comments and ideas on the remaining, undetermined 17 acres to the east of the East Eagle Area.

QUESTIONS FROM THE COMMISSION

Commissioner Hoiland asked if this was the plan Town Council preferred despite opposition from the developer. Mr. Phillips confirmed that the plan was updated to reflect Town Council's direction.

Chair Hood asked staff to confirm if the final diagram showed further reduction of residential density. Mr. Phillips confirmed that while the residential component was replaced by mixed use, the districts are the same. The intent is to define residential within the mixed use and commercial/light industrial areas.

Commissioner Perkins asked to clarify the blue area on the last slide. Ms. Schoeller confirmed it as undefined though Mr. Phillips highlighted that as part of the Elevate Eagle Comprehensive Plan, the area east of RED's parcel is designated as commercial/light industrial.

Chair Hood asked if we are creating potential conflict between the Sub Area Plan and the Comprehensive Plan based on existing land designations. Mr. Phillips agreed though commented that Community Development will be amending the future land use map (FLUM) to remove conflicts found after adoption. Next, Chair Hood asked about the Future River Access and Park and if it was a portion of the Sub Area map. Mr. Phillips confirmed that land is part of Red Mountain Ranch but has been included in the concept maps to support discussion of trails and open space areas.

Commissioner Perkins asked about land use restrictions due to the exhisting overhead powerlines and if open space could be a potential use in that area. Mr. Phillips replied that the general definition prohibits structures that could inhibit the owner from having unlimited access to that easement. As for open space, those are anticipated to be incorporated into the plan through the regular planning process.

Commissioner Gregg noted a second drainage system to the west.

Commissioner Nutkins also asked about the aerial electrical line easement and if this could be moved in future development with a building permit. Mr. Phillips replied yes, the plan is anticipating and offers flexibility for these types of future changes.

Commissioner Perkins asked if the interchange would be designed as overhead, an underpass or undetermined. Mr. Phillips replied it is undetermined but anticipates that it will look similar to Eby Creek.

STAFF PRESENTATION

Mr. Phillips began by referencing the current zone district map to express that the Town has limited future ability to annex and rezone errors that may result from imbalanced zoning and development. Furthermore, between Haymeadow, Reserve at Hockett Gulch, and Red Mountain Ranch the Town has approved 1,500 units which has the potential to increase our community by roughly 4,300 people. Next, Mr. Phillips called attention to the importance of determining design elements, aesthetics, architecture and landscaping now as we work through the plan.

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Peyton Heitzman then provided a timeline summarizing the plan process and levels of public engagement leading up to the most current iteration of the land use diagram. The dates for the Planning & Zoning Commission adoption as well as Town Council's ratification are undetermined at this time. Regarding public participation, Ms. Heitzman provided survey results for big picture items such as design standards, landscaping and architectural style. A total of 50 people participated through the online survey. This number excludes results from the live polling conducted during the Commission's work session.

QUESTIONS FROM THE COMMISSION

Commissioner Hoiland asked if Council unanimously asked to change the zoning. Mr. Phillips replied that the diagram was changed based on consent amongst Council.

Commissioner Perkins asked if any hotel or lodging developers have approached staff or the Town to be a part of this development and Mr. Phillips replied, no.

Chair Hood posed a few housing questions stemming from Council's direction to reduce residential portions of the plan. He asked what our housing demand is; are the approved units the type of housing we need; and what does the current housing study say regarding Town needs? Mr. Phillips stated that Council's decision was mainly founded on the pre-approved 1,500 housing units. Additionally, executing a sub area plan typically takes about 20 years, however, it is recommened to receive a periodical update every 5 years.

Commissioner Perkins commented on how industrial commercial properties increase tax revenues compared to residential properties.

PUBLIC COMMENT

Public comment opened at 6:57 PM.

Patrick Adler – 9836 N 60th Place, Paradise Valley, AZ
Mr. Adler is a development consultant representing the landowner. He addressed a variety of topics and questions heard throughout the public hearing. First, Mr. Adler commented that the interchange has been designed with a roadway above the collector road; next, the aerial powerlines are likely unmoveable for future development; and lastly, with the surge of e-commerce, tax laws have changed to now benefit where the consumer is rather than where the distributer is.

As part of the latter comment, Mr. Adler highlighted the positive, revenue-generating effects residents have on businesses. This is why the applicant was adamant about incorporating the residential component on the originally proposed plan that illustrated 50% residential and 50% employment opportunities. Furthermore, Mr. Adler disagreed with Council's direction because there are few alternative locations to build high-density housing. Next, Mr. Adler commented that the Town does have other opportunities for growth with the 31 acres outside of RED's parcel. He affirmed that many land-locked communities around the country still demonstrate growth through redevelopment provided they are desirable communities that offer a high quality of life for its residents.

Following this, Mr. Adler stated that RED submitted only two changes to the conceptual diagram which were extending the collector road that ran along I-70 and converting the western interstate commercial

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to commercial/light industrial. Mr. Adler also emphasized that despite their desire for a large residential district, their plan would incoporate a variety of housing projects.

To conclude his comments, Mr. Adler shared examples of real-world businesses and their respective acerage that could be viable within the approved interstate commercial districts. Reworking those districts would allow RED to expand the commercial/light industrial areas.

Public comment closed at 7:08 PM.

OPEN DISCUSSION

After reviewing the proposed changes to the conceptual diagram, the Commission expressed a need for continued analysis and reexamination. The Commission was hesitant to follow Council's direction to eliminate the residential district and replace it with mixed use and more commercial/light industrial. There were concerns about oversaturating East Eagle with commercial only to produce more empty store fronts, a problem the Town is already facing. While there is a common desire to maintain flexibility with the plan, the Commission requested additional material such as a traffic impact study and statistical data to help identify and justify the appropriate mix of densities and what types of residential products fit this area. Despite having 1,500 units already approved, the Commission posed the question of whether it is enough to solve a valley-wide housing crisis. Moreover, how can we incentivize dining, lodging and entertainment businessess to operate in Eagle?

The Commission was satisfied and supportive of other components of the revised map, including the extension of the collector road and the potential for more desirable resturants along the interstate commercial districts.

Brett Heron with RED Development stated that the owner has an interest to commission a study to quantify the Town's growth trends and the correlating demand for commercial businesses based on those projections. The Commission expressed a desire to gather this information however requested that staff consult with Council to determine execution and review costs.

The Commission suggested a joint work session with Council.

Following open discussion, the Commission reviewed and provided feedback on EESAP goal and policy topics.

MOTION: COMMISSIONER KYLE HOILAND MOTIONED TO CONTINUE THE ADOPTION OF THE EAST EAGLE SUB AREA PLAN INDEFINITELY. MOTION WAS SECONDED BY COMMISSIONER BILL NUTKINS AND PASSED WITH A VOTE OF 7 (HOOD, GREGG, HOILAND, NUTKINS, TOWNSEND, PERKINS, WEBB) IN FAVOR AND 0 OPPOSED.

COMMUNITY DEVELOPMENT DEPARTMENT AND TOWN COUNCIL UPDATE

Staff update to the Planning & Zoning Commission on recent work, upcoming files and decisions made by Town Council.

1. Department and Council update

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ADJOURN

MOTION: COMMISSIONER JESSE GREGG MOTIONED TO ADJOURN. MOTION WAS SECONDED BY KYLE HOILAND AND PASSED WITH A VOTE OF 7 (HOOD, GREGG, HOILAND, NUTKINS, TOWNSEND, PERKINS, WEBB) IN FAVOR AND 0 OPPOSED.

MEETING ADJOURNED AT 8:30 PM.

APPROVED:
DATE:

_____
Matthew Hood, Chairman

_____
Nikki Davis, Administrative Tech II

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To: Mayor and Town Council

From: Brandy Reitter, Town Manager

Date: July 27, 2021

Agenda Item: Resolution No. 56, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Adopting Town-Wide Sustainability Goals"

REQUEST:

Staff requests that the Town Council review a resolution adopting sustainability goals.

INTRODUCTION:

The Town Council hosted a work session on sustainability in June where presenters discussed sustainability options for the Town of Eagle. At the retreat, the Town Council discussed options and approaches the organization could take to establish sustainability goals to work towards. The resolution attached includes these ideas. The proposal is in draft form and staff is seeking feedback. Once the policy is finalized, staff will work with the Town Council on how to accomplish the newly established goals over time.

ANALYSIS:

The resolution covers the following items:

- The Town will achieve net-zero carbon emission for the internal operations by 2028
- The Town will achieve net-zero carbon emission for the greater community by 2030

Pros of the Proposal:

- This resolution directly accomplishes a strategic goal under "Invest in Environmental and Energy Sustainability" by "Adopting a Philosophy and Principles for Sustainability"
- Establishing a net-zero carbon emissions approach is feasible for the size and scale of the organization and community by incorporating strategies that offset carbon emissions
- The Town Council is providing clear policy direction to staff
- Setting ambitious goals is positive for the Town's image and commitment to environmental sustainability

Cons of the Proposal:

- There are opportunity costs associated with funding new policies

- Future regulations or projects that will result from the policy could be onerous for the organization and community
- New programs require funding and staff resources so aligning expectations with the reality of what can be accomplished could be a challenge
- Since the goals are ambitious, there is the potential of falling short of the goal

COMMUNITY INPUT:

Community input is not required with this proposal.

BUDGET / STAFF IMPACT:

There isn't a budget or staff impact since the Town Council is reviewing goals. However, financial and staff impacts will occur when the Town develops an implementation plan to accomplish the goals.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

The proposed policy aligns with "Invest in the Environmental and Energy Sustainability" objective in the Town Council's strategic plan. This resolution establishes the goal or approaches the Town will take to address sustainability. Once the goal is adopted, the Town will begin to work on an implementation plan to accomplish the goals by the desired timeframe. Just like all goals, they can be revised over time if need be. This resolution is the first step.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **approve** or **deny** the adoption of Resolution No. 56, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Adopting Town-Wide Sustainability Goals"

ATTACHMENTS:

- Resolution No. 56, Series 2021

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 56
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO ADOPTING TOWN-WIDE SUSTAINABILITY GOALS

WHEREAS, the Town Council adopted a strategic plan that prioritized investing in environmental and energy sustainability;

WHEREAS, the Town of Eagle is focused on environmental impacts of decision making and will ensure that projects and policies reflect a focus on improving and sustaining natural resources for future generations;

WHEREAS, the Town Council recognizes the passion that Adam Palmer and Andy Jessen had towards sustainability;

WHEREAS, the Town of Eagle strives to be the leader in Eagle County in reducing its carbon emissions and greenhouse gases;

WHEREAS, the Town will collaborate and leverage sustainability partners in the region to accomplish its goals; and

WHEREAS, the Town Council supports sustainability efforts that make economical sense for the Town organization and the greater Eagle community;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The Town Council hereby adopts a sustainability goal for achieving net-zero carbon emissions for the Town of Eagle operations by 2028.

Section 2. The Town Council hereby adopts a sustainability goal for achieving net-zero carbon emissions in the greater Eagle community by 2030.

INTRODUCED, READ, PASSED, AND ADOPTED ON JULY 27, 2021.

TOWN OF EAGLE, COLORADO

_____
Scott Turnipseed, Mayor

ATTEST:

_____
Jenny Rakow, Town Clerk

To: Mayor and Town Council

From: Bill Shrum, Assistant Town Manager

Date: July 27, 2021

Agenda Item: Outdoor Recreation Economy District Research and Strategy Study Project Proposal

REQUEST:

Staff requests that the Town Council review and consider a Scope of Work for an Outdoor Recreation Economic District Research and Strategy Study Project Proposal.

INTRODUCTION:

The Town of Eagle has worked with representatives of the University of Colorado – Boulder's Masters of Outdoor Recreation and Environment (MORE) to design an economic development package to build Eagle's Outdoor Recreation economy for more than 14 months. The Town has applied for a Rural Economic Development Initiative (REDI) grant to assist with the program in August 2020 and with the Energy Impact Assistance Fund (EIAF) fund in March 2021. In February 2021, the Town Council approved Resolution 21, Series 2021 applying for a $69,993 grant from EIAF which required a matching financial commitment by the Town. Unfortunately, we were unsuccessful in our funding request, but we have retained the support of the State of Colorado's Outdoor Recreation Economy Department of the Office of Economic Development and International Trade (OEDIT). Based on the timeline developed for the EIAF grant process, CU-Boulder and OEDIT are capable and committed to executing the first phase of the two-year economic study and business development plan this year.

ANALYSIS:

The Director of the Masters of Outdoor Recreation and the Environment program at CU-Boulder, Dr. Joel Hartter, and three additional faculty (Kimberly Kosmenko, MS, MBA, Brian Lewandowski, MBA, and William Shutkin, JD) proposed a scope of work to address four specific deliverables:

- Economic Market Assessment and Peer Community Analysis of Micropolitan Areas with a Technology and Outdoor Recreation manufacturing economy. These communities include Steamboat Springs, CO, Telluride, CO, Montrose, CO, Durango, CO, and Jackson, WY, among others.

- Strategic implementation plan for Eagle to build a Technology and Outdoor Recreation industry cluster.

- Identify and implement local business development programs to assist and grow a start-up to medium-sized businesses in the target industries.

- Evaluate existing buildings and sites within Eagle and propose a conceptual design that would meet the needs of these industries and allow for businesses to grow and remain in Eagle.

The overall scope of work would include over 1,000 hours of master's level student engagement and 500 faculty hours over two years. A specific focus of this project is to bring students and faculty to Eagle to work directly on-site and with local businesses. The MORE program is uniquely qualified for this assessment having conducted similar work in many peer communities throughout Colorado, the research and applied expertise of the faculty participating in this project, and the partnership with OEDIT's Outdoor Recreation Department.

Phase one of the project completes the peer community review, economic sector analysis, and develops strategies for economic incentives for outdoor recreation business to grow, relocate, or start in Eagle. Refinement from the initial work plan will study a proposed use of office space in a post-COVID environment. The timing of this economic study coincides with local developers interested in building facilities to suit a cluster of outdoor recreation manufacturing and technology companies on Chambers Ave., and the second major multi-million-dollar acquisition of an outdoor recreation business founded and operating in Eagle. The Town will use the information from the CU study to assist in retaining these job-creating businesses in Eagle and recruit new businesses to the community in phase two. Phases two and three of the study will be proposed in future Town budgets.

COMMUNITY INPUT:

The Economic Vitality Committee has been involved in the initial project proposal and will be heavily involved in the execution of this project.

BUDGET / STAFF IMPACT:

The total cost of the two-year project is $139,865. Phase one of the project will cost $60,000, and $10,000 of that cost will be offset by the OEDIT Outdoor Recreation Department if the Town Council approves the additional $50,000 expense. Since there are projects that staff did not complete in 2021, the recommendation is to reallocate funds from an existing budget to cover the expense.

Staff recommends reallocating funds from the Sylvan Lake Road and Capitol Street refuge island and flashing lights. The total amount available is $85,000 and staff will move this project out in the Capital Improvement Fund in a future year.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This project, if approved, would address the 2020 Comprehensive Plan Goal 1-2: Expand and Diversity the Town's Economic Opportunities by creating a strategic plan to develop the technology and outdoor recreation industries in Eagle. The project would meet Goal 2-7.5: Encourage Development of Underutilized Lots on Chambers Ave. through our partnership with interested developers on Chambers to build a facility to house businesses. Finally, Goal 3-1: Promote the Town's Unique Activities is accomplished with Eagle's outdoor recreation and remote work capacity for these new industries.

RECOMMENDED ACTION OR PROPOSED MOTION:

There are a few considerations listed below:

1. Is the Town Council supportive of moving forward with this project in 2021?
2. Is the Town Council comfortable reallocating funding from the existing project above that will not happen in 2021?
3. Motion to direct staff to move forward with the project in 2021?
4. Or, wait until 2022?

ATTACHMENTS:

- Statement of Work – Outdoor Recreation Economic District Study 062821.pdf

Statement of Work for Town of Eagle, CO

Outdoor Recreation Economy District Research and Strategy

June 28, 2021

Submitted by: Joel Hartter, Brian Lewandowski, William Shutkin

Purpose of Engagement

To assist the Town of Eagle in researching and planning best in class models and strategies for a new "Outdoor Recreation Economy (ORE) District" (ORE District) to be located on approximately six acres within the Town limits, in support of certain land use and economic and community development goals identified in the Town's 2019 Comprehensive Plan and Downtown Assessment.

Action Steps and Deliverables

Phase 1. Situation Analysis

This first phase will focus on plan and document review, meeting with stakeholders, market analysis and drafting a presentation deck on findings and strategic recommendations.

Phase 1 Consulting Team

- William Shutkin will lead this phase; act as primary point of contact to the town of Eagle; provide expertise on real estate and business development; and hire and supervise graduate student consultants. (10 hours/month)
- Brian Lewandowski will lead the market analysis and competitive community analysis
- CU Boulder graduate student roles include the following:
    - Feasibility assessment research and analysis (80-100 hours total)
    - Business community development research (150-200 hours total)
    - Business mentorship program pilot development (150-200 hours total)
    - Stakeholder engagement and local work group communication and facilitation support (30-50 hours)

1.1 Discovery and Research: Planning, Land Use and Real Estate Development (7 months)

1.1.1 Discovery

- Review 2019 Town of Eagle Comprehensive Plan, Downtown Assessment and other seminal planning documents.
- Meet with key Town administrative and planning staff to understand and assess the vision, plans, regulations (e.g., zoning) and other activities to date related to both overall community planning goals and the proposed ORE District, a special mixed-use, sustainable campus providing office, light industrial, residential and retail/restaurant space to support and grow the Town's emerging ORE.
- Meet with actual and/or potential ORE business and other commercial tenants interested in locating in the proposed ORE District to understand and assess their real estate needs, financial capacity and size of operation.

1.1.2 Research

- Research into best-in-class eco-industrial park and co-located business models from around the US and Canada, especially in resort and mountain town settings, and with a mixed-use or residential component, if applicable. Interview key local officials in select cities/towns around the US and Canada to gather data.
- Research into state and local renewable utility energy policies and programs that might support the operation of the proposed OREIP with green power.
- Research into emerging COVID/post-COVID trends in work-from-home and other forms of remote working that might affect the ORE District design, scale and development program.

1.1.3 Presentation Deck

- Create report and slide deck on research findings and recommendations for ORE District development.
- Delivery: December 2021

1.2 Market and Economic Development

- This analysis will describe the Town economy and compare the Town economy to peer/competitive economies in Colorado and in other states. This phase will quantify firms, employment, and wages by industry NAICS code in Eagle County (and the Town), and illustrate the comparative economic strengths and weaknesses. This will include absolute and relative growth metrics, location quotients, and measures of economic diversity.
- We will also provide an overview of area housing characteristics (e.g., rental versus owner-occupied, housing stock, etc.) and population characteristics (e.g., population by age, gender, race/ethnicity). This

information will seed the feasibility of growing an outdoor industry economy in the Town.

- Project personnel will conduct focus groups and roundtable discussions with stakeholders to understand community needs and views of recreation. We will use this information to complete a SWOT analysis.
- Identify stakeholders and create stakeholder and asset maps to understand stakeholder interests, needs, and available resources and outdoor assets.
- We will work with the Town of Eagle to identify and recruit community stakeholders to be part of the Outdoor Economy Working Group who will work alongside project personnel as the project progresses.
- Key informant interviews will be conducted with those located in the Town and outside who represent different perspectives on outdoor recreation development.
- Delivery: December 2021

Process and Timeline

We plan to complete Phase 1 by the end of December 2021. Below is the general project timeline

Date	**Activity**
Mid-August 2021	Project Kick off Project team holds a series of Zoom meetings with key stakeholders to introduce the team and general project scope. During this phase, key participants from Town of Eagle identified. Students recruited
August-November	Phase 1.1 and 1.2 commence simultaneously. Coordinated and continuous work with Eagle stakeholders
December 2021	Phase 1 deliverables delivered

Note: The exact timing and deliverables will be determined through close engagement with Town of Eagle personnel and other decision-makers.

Budget

The budget is a based on current assumptions and scoping. The Town of Eagle will cover all pre-approved expenses. Throughout the life of the engagement, Project personnel will involve

University of Colorado Masters of the Environment and MBA students in addition to the project leads.

Project Costs	**Cost**
Phase 1 ● Document review and research ● Market analysis ● Stakeholder and asset mapping ● Focus groups ● Key informant interviews ● Report out Costs include project leads and University of Colorado Students	$60,000 - $50,000 consulting (includes student consultants and some limited travel as needed) - $10,000 overhead

Team Qualifications

Joel Hartter, PhD - Dr. Hartter is an Associate Professor and Director of Professional Education, overseeing both the Masters of the Environment and the Outdoor Recreation Economy professional programs. He has served in various advisory and consulting capacities for communities, non-profits, and organizations in areas of conservation, sustainability, stakeholder engagement, community development, and recreation economies. He is an expert in sustainability, environmental, social, governance (ESG), stakeholder engagement, and outdoor economies. As the Director of the MENV program, Dr. Hartter oversees the development of professional graduate education, external partnerships across the US, and leadership in leading edge professional education for the next generation of environmental managers and sustainability professionals. Dr. Hartter holds a PhD in geography, an MS in Forest Engineering, a BS in Mechanical Engineering, and a BS in German.

Brian Lewandowski, MBA - Mr. Lewandowski is the Executive Director of the Business Research Division at the Leeds School of Business, University of Colorado Boulder. Brian provides regional business and economic information and education, including economic and revenue forecasts, policy studies, economic impact analyses, and data workshops. Mr. Lewandowski has 14 years' experience conducting economic studies at CU Boulder. Prior to CU, he worked in both the private sector and government. He is past-president of the Denver Association of Business Economists. Mr. Lewandowski holds a MBA from the University of Colorado and a Bachelor's in Finance from Montana State University.

William Shutkin, JD - A social entrepreneur, attorney and educator, William Shutkin has been at the forefront of the sustainability field for over 25 years. Shutkin is principal of Shutkin Sustainable Living, a sustainable real estate developer based in Boulder, Colorado, focused on green, mixed-use, mixed-income projects in Boulder and other select U.S. cities. He is also on the faculty of the Masters of the Environment program at the University of Colorado Boulder, where he leads the Sustainability Planning and Management specialization. From 2011 to 2016, he was President and CEO and Richard M. Gray Fellow in Sustainability Practice at Presidio Graduate School in San Francisco. Prior to Presidio, Shutkin was on the faculty of the University of Denver Sturm College of Law, where he was director of the Rocky Mountain Land Use Institute, and was inaugural chair in sustainable real estate at the University of Colorado Boulder Leeds School of Business. Mr. Shutkin holds an AB in history and classics from Brown University and a JD and MA in history from the University of Virginia.

To: Mayor and Town Council

From: Chad Phillips, Community Development Director

Date: July 27, 2021

Agenda Item: Discussion of Development Code Update Process and Appointment of Council Member to the Land Use Code Committee.

REQUEST:

Staff will be presenting an update on the Development Code Amendment process, including the status of the Land Use Code Committee. Staff requests that Council appoint a member to fill the vacant Town Councilmember seat on the committee.

BACKGROUND:

In 2019, The Town began the processes for updating the Comprehensive Plan and Development Code (Code) with services provided by the same consultant. Upon the completion of the Comprehensive Plan and the end of the consultant contract, the Town chose to seek another firm for the project. In June of this year, the Town selected Clarion Associates to assist in updating the Code.

During the initial 2019 Code update process, the Town appointed a Land Use Code Committee comprised of six citizens, a Planning & Zoning (P&Z) Commissioner, and a Councilmember. Staff is now requesting that Council appoint a new member to fill the vacancy created by the passing of Andy Jessen. The P&Z Commission will also have to appoint a new member with the resignation of Brent McFall. Staff is in the process of contacting the six original committee members and determining if they wish to continue to serve. As of this writing, two are confirmed in the affirmative. Staff anticipates that anywhere between one and four new members will have to be appointed.

ANALYSIS:

Starting the end of July, staff will begin the outreach process to find citizens who are interested in serving on this committee. Outreach will include block ads in the newspaper, postings on social media, word-of-mouth, and possibly a story in the local paper. Upon receipt of letters of interest, staff will make recommendations and schedule appointments on an August Council agenda.

The anticipated time commitment for committee members will be reflective of the meetings and responsibilities listed in the consultant scope of services accessed through this LINK.

Staff will make a short presentation on the role of the Code Committee and the project's four main phases including:

- Project Initialization and Schedule
- Code Assessment and Outline of Proposed Changes
- Prepare Draft Land Use Code
- Land Use Code Adoption Draft and Adoption Process

COMMUNITY INPUT:

While community input will be an essential element of the update process, staff has not received any regarding this particular agenda item.

BUDGET / STAFF IMPACT:

Funding for the Code update process was approved as part of the 2021 budget.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

This process is supported by the Major Objectives of the Strategic Plan, including:

- Attract Visitors
- Focus on Recreation, Events, and Open Space
- Diversify the Attainable Housing Stock

RECOMMENDED ACTION OR PROPOSED MOTION:

I move to appoint **<insert name>** as the new Councilmember liaison to the Land Use Code Committee.

ATTACHMENTS:

- Land Use Code Committee Overview Document

CITIZENS COMMITTEE

LAND USE CODE COMMITTEE OVERVIEW

What is a citizen committee?

A citizen committee is a non-regulatory advisory group to the Town Council, Planning and Zoning Commission, and town staff. The group is appointed by the Town Council and is charged with ensuring that community feedback is sought out and incorporated in the Development Code language proposed by the town or its consultants. The committee will review plans and policies and provide feedback on Code amendments based on the stated vision/goals of the project, gathered community input, and potential outcomes or consequences. The committee advises but does not adopt or set policy for the town.

The Town's commitment to YOU:

- We will listen to you and respect your point of view.
- We are here to guide and support you and your work.
- We will facilitate productive dialogue and crucial conversations.
- We will be respectful of your time by being prepared.
- We are open to new ideas and unique ways of getting the work done.

Your commitment to the Committee and the Process:

- **Show up as a group, leave as a group** – Engage in crucial conversations, ask questions, and challenge assumptions. Ultimately, this group functions as one body. Once a recommendation by the group has been made, support the decision moving forward internally in the group and externally to community members.
- **Come prepared and participate** – review materials/notes and complete surveys or research as indicated to ensure productive meetings and an efficient process. We expect all members to actively participate in the dialogue to ensure fairness in the process. This demonstrates respect for your peers and the time they have also dedicated.
- **Listen and be respectful of other points of view** – Consistent interruptions, negative body language, derogatory comments, or verbal discounts of committee member's contributions will not be tolerated in meetings. Staff and the consultant will facilitate meetings to ensure each member has an opportunity to contribute and will not permit monopolization of the dialogue by any one member of the group.
- **Communicate early and often** – members are expected to attend committee meetings with consistency. Please RSVP for each meeting and notify staff if an absence is anticipated. Committee members are permitted to be absent from three regularly scheduled meetings. Staff will work to schedule meetings around school schedules and holiday weeks to avoid conflicts.
- **Discuss concerns directly with staff** – Concerns about the process or committee members are important and should be brought to the attention of town staff first. Negative dialogue in the community about the process, committee members, or staff will not be tolerated. This jeopardizes the credibility of the committee and the process and is a disservice to the community.

Staff Contact Information: Chad Phillips, AICP, Community Development Director
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