



MEETING MINUTES
Planning & Zoning Commission
Tuesday, October 19, 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

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

6:00 PM REGULAR MEETING CALLED TO ORDER

Chair Hood called the meeting to order at 6:00 PM.

COMMISSIONERS PRESENT

Matthew Hood, Kyle Hoiland, Bill Nutkins,
Charlie Perkins, Jesse Gregg, Robert Townsend,
Keegan Winkeller (via Zoom)

COMMISSIONERS ABSENT

Lani Webb

STAFF

Chad Phillips – Community Development Director
Dennis Wike – Town Engineer
Peyton Heitzman – Planner I
Carrie McCool – Town Contract Planner (via Zoom)
Nikki Davis - Administrative Tech II

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

1. Minutes dated October 5, 2021

MOTION: COMMISSIONER BILL NUTKINS MOTIONED TO APPROVE THE MINUTES. MOTION WAS SECONDED BY COMMISSIONER KYLE HOILAND AND PASSED WITH A VOTE OF 7 IN FAVOR (HOOD, HOILAND, NUTKINS, PERKINS, GREGG, TOWNSEND, WINKELLER) AND 0 OPPOSED.

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 6:02 PM. There was no public comment.

PUBLIC HEARING

1. **Project:** Land Use and Development Code Amendment – Parking Fee In-Lieu Program Update
File #: LURA21-05
Applicant: Town of Eagle
Location: Town of Eagle
Staff Contact: Chad Phillips, Community Development Director/Town Planner
Request: For the Planning Commission to review and provide feedback on the new Parking Fee In-Lieu Program.

Staff Presentation

Ms. McCool presented this file and began by providing information from a 2017 downtown parking study conducted by WALKER Consultants. The consultant's key recommendation was to improve unimproved rights-of-way dedicated to on-street parking. The most recent study of the Parking Fee In-Lieu Program implemented WALKER's findings and expanded the study area further east to include Howard Street and the newly formed Downtown Development Authority (DDA) boundaries. It also included community outreach which surveyed stakeholders within the study area. Their key findings revealed there are 316 existing developed parking spaces downtown and 503 new parking spaces that could be constructed downtown in existing rights-of-way. Ms. McCool then provided preliminary recommendations including applying the fee per space, establishing the program as voluntary, and that the fee would be set at \$23,100 per stall. Public Works was instrumental in developing the proposed fee which accounts for initial capital costs plus a 10-year span of operating costs.

Q & A

Commissioner Hoiland asked if the Town would agree to absorb the capital costs after a certain number of years and if that would reduce or eliminate the fee. Ms. McCool agreed with this thought, stating the Town would include the operating costs in capital improvements.

Chair Hood asked if this fee goes into a parking fund or the Town's general fund. He also asked how the operating costs change over time. Mr. Wike replied that staff is open to the Commission's feedback on adjusting the fee structure. Staff's fee analysis accounts the capital cost to construct the parking space and operating costs for a 10-year time frame. Mr. Wike asked if 10 years was a reasonable time frame.

Commissioner Hoiland asked if we are capped at the number of spaces we currently have. Mr. Phillips commented that we can consider the next parking options, such as a parking structure, as we reach the end of developing the 503 available spaces.

Commissioner Nutkins asked if a developer pays the fee in-lieu of x-amount required parking, when does the Town start to build new parking spaces? Mr. Wike replied that most developments take a couple of years to complete. Within that time, the Town would assess where parking stalls can be built, then begin installing new stalls in phases or by area.

Commissioner Perkins asked to define the study area. Mr. Phillips replied that the boundaries of the study area include 5th Street on the south end, Grand Avenue on the northwest end, and Howard Street on the east end. Commissioner Perkins included a suggestion for the Town to identify potential locations for a future surface lot or parking structure.

Commissioner Townsend asked how developers can meet ADA requirements if they pay the in-lieu fee. Mr. Phillips replied this would be addressed during the development permit stage.

Chair Hood suggested that we limit the amount of fee in-lieu parking.

Mr. Wike commented that about 300 of the 503 unimproved spaces are being used inefficiently for storage.

Chair Hood questioned the effectiveness of the community outreach survey since it only surveyed an existing group of stakeholders in the downtown area.

Commissioner Perkins reaffirmed that we need to secure this money in a specific fund to build or buy a future parking structure or surface lot.

Chair Hood asked how the \$23,100 fee per space compares to the costs of a stall in a surface lot or a ticketed parking structure. Mr. Wike replied that staff compared the fee to other regional parking projects. Silverthorne is proposing a new parking garage at \$50,000 per space. Breckenridge is opening new parking this November at \$100,00 per space.

Commissioner Gregg asked how this program affects future parking requirements in the downtown area. Mr. Phillips replied this would be addressed in the new Land Use Code.

Commissioner Perkins asked if the estimates account for streetlight costs. Mr. Wike replied that the estimate does not include illumination, extended landscaping, or other beautification initiatives.

Commissioner Hoiland asked if the study includes revenue projections. Mr. Wike replied that staff will need to determine how many spaces the Town wants to fund in order to project the sum of funds dedicated to operating costs.

Commissioner Nutkins asked how this program correlates with the existing budget for capital improvement projects. Mr. Wike replied that the existing budget does not account for building additional parking.

Public Comment

Brian Woods, 212 E Third St. – Mr. Woods remarked that he does not see a parking problem downtown and asked what the sales tax benefits are of commercial parking spots. Mr. Woods is in favor of building a surface lot or parking structure in the future.

Paul Duprey, 125 E Fourth St. – Mr. Duprey believes there is limited parking downtown. He asked Mr. Wike to clarify staff's comment regarding storage in existing right-of-way parking spaces. Mr. Duprey also asked for clarification on whether a developer can pay their way out of complying with the Town's parking standards and development codes through this new program.

Discussion

Commissioner Nutkins commented that the program is a good opportunity to generate revenues to improve parking spots. Commissioner Nutkins also suggested that a certain percentage of parking spaces be required on-site. Last, he asked if we anticipate losing any development projects because of this fee.

Chair Hood and Commissioner Winkeller expressed that the fee is too low.

Mr. Phillips commented that this study is focused on public rights-of-way and improving those spaces.

Mr. Wike commented that staff does not know the substructure conditions of existing spaces and what is needed to build new spaces properly. He estimates that about 20-30 spaces would be built at a time.

Commissioner Gregg suggested that we prohibit 100% fee in-lieu and to consider different percentages for different zone districts. Overall, Commissioner Gregg agrees with the proposed \$23,100 per stall and if needed, this fee can be amended in the future.

Chair Hood closed file LURA21-05.

PUBLIC HEARING

2. Project: East Eagle Sub Area Plan (EESAP) – Public Adoption Hearing
File #: LURA21-03
Applicant: Town of Eagle
Location: East Eagle Planning Area
Staff Contact: Chad Phillips, Community Development Director/Town Planner
Peyton Heitzman, Planner I
Jessica Lake, Planner I
Request: Approval of Resolution 03, Series 2021, A Resolution of the Planning & Zoning Commission of the Town of Eagle, Colorado to Adopt the East Eagle Sub Area Plan (EESAP).

Staff Presentation

Commissioner Jesse Gregg recused himself from the file since he is part of the consulting team, Zehren & Associates.

Ms. Heitzman presented this file, providing a historical overview of the project, which began in spring of 2021. The project has been a joint effort between the Town and local architect firm, Zehren & Associates. There have been multiple iterations of the concept map with changes to planning boundary, land uses, and street configurations. Ms. Heitzman stated that the Planning Commission/Town Council joint work session provided the direction for the final adoption draft, focused on topics such as a Gateway Element, flexible language interpretation, and consolidating the types of zone districts.

Q & A

Chair Hood asked about the Eastern Gateway parameters and how they differ from the rest of Commercial/Light Industrial. Ms. Heitzman replied that the plan document contains specific goals and policies related to the Eastern Gateway.

Public Comment

There was no public comment.

Discussion

The Commission expressed mixed opinions about the adoption draft. Chair Hood acknowledged that while the adoption draft reflects Council's direction, he disagreed with the heavy use of Commercial/Light Industrial. Commissioner Townsend agreed, highlighting how Mixed-Use was eliminated from the map. Commissioners Nutkins and Perkins voiced their support of the adoption draft stating that residential is still a component through accessory use and that the Town needs to be ready for commercial developers. Commissioner Winkeller echoed the need to maintain higher design standards for the Eastern Gateway to avoid extending the look of Chambers Avenue.

Chair Hood addressed the attorney letter staff received from the property owner. The Commission expressed that this is meant to be an advisory document, not a zoning document dictating what the property owner must build.

MOTION: COMMISSIONER BILL NUTKINS MOTIONED TO APPROVE RESOLUTION NO. 3, SERIES 2021, "A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF EAGLE, COLORADO ADOPTING THE EAST EAGLE SUB AREA PLAN". MOTION WAS SECONDED BY COMMISSIONER CHARLIE PERKINS AND PASSED WITH A VOTE OF 5 IN FAVOR (HOILAND, NUTKINS, PERKINS, TOWNSEND, WINKELLER) AND 1 OPPOSED (HOOD). COMMISSIONER JESSE GREGG ABSTAINED.

Chair Hood closed file LURA21-03.

COMMUNITY DEVELOPMENT DEPARTMENT & 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

Mr. Phillips addressed anticipating more applications related to HB21-1061. Property owners are requesting lot consolidations to avoid paying increased tax rates on vacant land.

Chair Hood asked about the recent Haymeadow public hearing with Town Council. Mr. Phillips replied that Town Council requested the applicant return with additional guarantees such as a timeline for development and subsequent phases of infrastructure as well as increasing the number of locals' housing.

OPEN DISCUSSION

Commissioner Perkins expressed how he liked Steamboat's illumination program, especially downtown. Mr. Phillips commented that the Town did receive a grant for this type of beautification project, however all the lights are back ordered.

ADJOURN

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

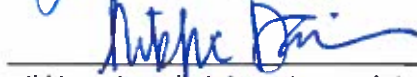
MEETING ADJOURNED AT 7:45 PM.

APPROVED:

DATE:

A handwritten signature in blue ink, appearing to read "Jesse Gregg", is written over a horizontal line.

Jesse Gregg, Vice Chairman

A handwritten signature in blue ink, appearing to read "Nikki Davis", is written over a horizontal line.

Nikki Davis, Administrative Tech II