



AGENDA
Planning & Zoning Commission
Tuesday, March 3, 2020
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 - TOEG – townofeagle2019

6:00 PM - REGULAR MEETING CALLED TO ORDER

APPROVAL OF MINUTES *Approval of the minutes from the DATE meeting of the Planning and Zoning commission.*

1. February 18, 2020

PUBLIC COMMENT

Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person.

BUSINESS ITEMS

1. New Commissioner Oaths of Office
2. Commission Appointments to Chair and Vice Chair Positions
3. Proposed Amendment to Section 4.04.060 of the Eagle Municipal Code Schedule of Uses Permitted in Residential Zone Districts.
 - a. Ordinance No. 09 (Series of 2020) An Ordinance of the Board of Trustees of the Town of Eagle, Colorado Amending Section 4.04.060 of the Eagle Municipal Code, to Allow Recreational Vehicle Parks as a Special Use in the Rural Residential Zone District.

TOWN BOARD OF TRUSTEES MEETING REVIEW

Staff update to the Planning & Zoning Commission on recent decisions made by the Board of Trustees on various Land Use files.

COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Staff update to the Planning & Zoning Commission on recent work and upcoming files.

OPEN DISCUSSION

ADJOURN

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.



Jessica Lake
Planning Technician



MINUTES
Planning & Zoning Commission
Tuesday, February 18, 2020
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))

6:00 PM - REGULAR MEETING CALLED TO ORDER

COMMISSIONERS PRESENT

Matthew Hood, Stephen Richards, Kyle Hoiland, Jesse Gregg, Bill Nutkins, Charlie Perkins, Brent McFall

COMMISSIONERS ABSENT

Jason Cowles

STAFF

Brandy Reitter - Town Manager
Angie Kyle - Administrative Tech II
Peyton Heitzman - Planner I

The regular meeting of the Planning and Zoning Commission held in the Eagle Town Hall was called to order by Co-Chair Stephan Richards at 6:00p.m.

APPROVAL OF MINUTES

1. February 4, 2020

Commissioner Kyle Hoiland motioned to Approve the minutes. Commissioner Bill Nutkins seconded. The motion passed. Commissioner Gregg abstained.

PUBLIC COMMENT

Jaime Harrison, stated he was present to comment on Land Use Code item. He felt that what the Commission did in 2018 was the right thing to do. He said that this town is in desperate need of housing and believes that workforce housing has a negative impact to retain employees for employers. He would like the town to let Dave Dantes build his project, and not let the long-term goal destroy this particular project. He also wanted to thank the Commission and Chair Cowles.

McFall thanked Harrison for his comments.

DISCUSSION

1. Commissioner Appointments

Staff recommends that the Commission make a recommendation on the appointments for the Board of Trustees to consider at their next meeting.

Co-Chair Stephens asked the applicants who were present to introduce themselves.

Bob Townsend, introduced himself to the Commission and presented his experience. He has lived in Eagle for 22 months, worked for the Planning Commission in Kentucky, and he wants to get back into public service.

Commission Questions: Townsend was asked if he provided staff support services. Townsend answered, that yes, he had co-planning roles and then a city planning role, and that his department did zoning as well.

Lani Webb, introduced herself to the commission and presented her experience. She has been in Eagle since 2005 and is a CO native. She owns a real estate business, and believes she is a neutral, fair party. She mentioned she wants to diversify the Commission and she wants to give back to Eagle.

Commission Questions: Lani was informed that with her owning her own real estate business, that she will have to be aware of conflicts of interest that would impact her properties and business. Webb stated she understood.

The Commission discussed the third applicant, Keagan Winkeller as he was not present. Hoiland mentioned he worked with Winkeller and that he is an architect. Hood mentioned that he knows Winkeller as well and he has worked with him on a few projects.

The Commission discussed that they would be filling two positions: Richards and Cowles. The Commission discussed the timeline of each of the terms and the opening of seats. A recommendation for appointing McFall as Chair, and moving Nutkins to the voting position and recommends Winkeller as a voting position and Townsend as the alternate. Discussion on diversifying the board. A second recommendation for Webb as alternate and Winkeller as regular member. Commissioner Nutkins expressed his interest to move to full time position.

MOTION: Commissioner McFall motioned to recommend to the Town board of Trustees that McFall and Nutkins for full time seats on the Planning and Zoning Commission, Webb to hold a voting position, and Townsend be appointed as an alternate. Motion was seconded.

Commissioner Hood requested two separate motions with one to re-appoint current members and a second to appoint new members. Commissioner Mcfall withdrew his motion.

MOTION: Commissioner Matthew Hood motioned to recommend to the Town Board of Trustees to re-appoint Brent McFall and appoint Bill Nutkins to a regular member. Motion was seconded and Passed with a vote of 7 in favor and 0 opposed.

MOTION: Commissioner Bill Nutkins motioned to recommend to the Town Board of Trustees to appoint Lani Webb as a regular member and Bob Townsend as First Alternate. Motion was seconded and Passed with a vote of 5 in favor and 2 opposed.

The Commission acknowledges that they need to appoint a new chair and co-chair at their first meeting in March. McFall mentioned that the commission can select an interim Chair now so they can open the first meeting.

MOTION: Commissioner Matthew Hood motioned to nominate Brent McFall as Interim Chair for the next

meeting. Motion was seconded and Passed with a vote of 7 in favor and 0 opposed.

2. Land Use Code - Uses in the Commercial General Zone District

Co-Chair Richards opened Public Comment for Land Use Code - Uses in the Commercial General Zone District. Staff requested the agenda item be moved to a later date so the town attorney could review.

Reitter stated staff was not prepared to speak about this and requested to postpone until they have a chance to review and receive input from Town Attorney.

Hood wanted to clarify what the Commission wants.

Commission Discussion: The issue with our code is that it is not clear. The Commission discussed the history of Land Use Code. McFall stated that he sits on the land use code committee and they have not discussed this yet. Commission stated their reluctance to make amendments to the code.

Reitter stated that the town is looking at our future land use map that calls out the zoning. We are setting hearings up for the comprehensive plan with the Planning and Zoning Commission. We are working through that this year with Planning and Zoning Commission and the Board of Trustees. This is going to be a 3-4 year process to accommodate the outreach needed. We are starting with process and procedures, Phase 1 is the administrative procedures, Phase 2 is the land uses and zoning districts, and Phase 3 is the design standards. Reitter assured that the Planning and Zoning Commission will be heavily involved.

The Commission suggested the direction to the applicant be that they submit a new application or an amendment to their current Special Use Permit.

The Commission had consensus that the Special Use Permit that Dantes has he can use. If he wants to amend it, he can come to the commission and present it.

TOWN BOARD OF TRUSTEES MEETING REVIEW

Reitter provided update that the Village Market vested rights expire in June and they want to extend them. This request will go to the Town Board of Trustees.

Reitter thanked the Commission for the joint session in regards to the Land Use map.

Reitter was asked about Comcast and getting better internet. Reitter informed the Commission that Comcast is pulling permits and it's going to be a 2-3 year build.

Reitter updated the commission on the River Park that they are working on 401 certification and we completed our testing. The results all came back great for the fish and bugs. The balance between recreation and wildlife was successful.

COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Reitter stated she wanted to personally apologize for the last meeting and to reassure the Commission that it won't happen again. She thanked the Commission and Stephen Richards for his service. The intent is to move forward in a positive and professional way.

OPEN DISCUSSION

Introduction of Angie Kyle, Administrative Tech II for Community Development. Reitter thanked the Town Clerk for assistance with Planning and Zoning Commission. The Planning and Zoning Commission thanked Stephan for his years of service.

ADJOURN

MOTION: Trustee Brent McFall motioned to Adjourn. Motion was seconded and Passed with a vote of 7 in favor and 0 opposed.

Approved:

Date:

Stephan Richards, Chair

Angie Kyle, Community Development Administrative Tech II



OATH

I, Brent McFall, so solemnly swear that I will support the Constitution and laws of the United States, the Constitution and laws of the State of Colorado, and the Ordinances and Codes of the Town of Eagle, and that I will faithfully perform all duties of the office of Planning and Zoning Commissioner, upon which I am about to enter.

Sworn to this ____ day of _____, 2020.

Signature of Member

ATTEST:

Brandy Reitter, Town Manager



OATH

I, Bill Nutkins, so solemnly swear that I will support the Constitution and laws of the United States, the Constitution and laws of the State of Colorado, and the Ordinances and Codes of the Town of Eagle, and that I will faithfully perform all duties of the office of Planning and Zoning Commissioner, upon which I am about to enter.

Sworn to this ____ day of _____, 2020.

Signature of Member

ATTEST:

Brandy Reitter, Town Manager



OATH

I, Lani Webb, so solemnly swear that I will support the Constitution and laws of the United States, the Constitution and laws of the State of Colorado, and the Ordinances and Codes of the Town of Eagle, and that I will faithfully perform all duties of the office of Planning and Zoning Commissioner, upon which I am about to enter.

Sworn to this ____ day of _____, 2020.

Signature of Member

ATTEST:

Brandy Reitter, Town Manager



OATH

I, Robert Townsend, so solemnly swear that I will support the Constitution and laws of the United States, the Constitution and laws of the State of Colorado, and the Ordinances and Codes of the Town of Eagle, and that I will faithfully perform all duties of the office of Planning and Zoning Commissioner, upon which I am about to enter.

Sworn to this ____ day of _____, 2020.

Signature of Member

ATTEST:

Brandy Reitter, Town Manager



To: Town of Eagle Planning and Zoning Commission

From: Carrie McCool, Town Planning Consultant

Date: March 5, 2019

Agenda Item: Amendment to Section 4.04.060 of the Eagle Municipal Code
Schedule of Uses Permitted in Residential Zone Districts

REQUEST:

Amend Section 4.04.060 of the Eagle Municipal Code, Schedule of Uses Permitted in Residential Zone Districts to allow recreational vehicle parks as a special use in the Rural Residential (RR) zone district.

BACKGROUND:

Outdoor recreation is integral to the quality of life enjoyed by Eagle residents, and to the success of local businesses that rely on related activities. The Town has been very successful over the last several years in marketing Eagle as an outdoor recreation destination and camping resonates as a highly desirable amenity for the Town. While recreation vehicle (RV) parks can help further the Town's recreational and tourism goals, it's important to ensure any camping/RV opportunities provided in RV parks are compatible with the surrounding area, and those sites are designed to ensure that there will be minimal impact. This could be achieved through the special use review process, as outlined in the Municipal Code.

Currently, camping is only allowed as a special use in recreational vehicle parks in the Resource (R) zone district. The minimum lot size of 35 acres in the R zone district significantly reduces the opportunity to provide camping opportunities within the Town's limits. Conversely, the Rural Residential (RR) zone district has a minimum lot size of two acres and is for rural density single family dwelling and compatible recreational uses. Allowing recreational vehicle parks as a special use in the RR zone district would further the town goals while providing the regulatory tools to ensure compatibility and any potential impacts of RV Parks are minimized. For example, the Planning Commission and Board can impose through the special use permit review process, restrictions equal to or more restrictive than requirements of the zone district regulations regarding area, setback, coverage, and height of proposed structures; off-street parking; safety of ingress and egress; physical separation in distance from other uses or buildings; landscaped buffer areas; screening fences; and any other provisions they find necessary.

ANALYSIS:

The objective of this proposed Code amendment is to update the Eagle Municipal Code to do the following:

- Increase recreational opportunities for citizens and visitors to Eagle.
- Boost tourism and increase local jobs.

- Align the land use regulations with economic vitality and recreation goals and objectives.

COMMUNITY INPUT:

The proposed Code amendment will be open for public comment at the March 5, 2020 Planning and Zoning Commission meeting and is scheduled for the March 10, 2020, Town Board of Trustees meeting.

BUDGET:

None.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

The Town of Eagle Strategic Plan provides guidance for this project in Major Objective 5: Stimulate Economic Vitality, Development, and Major Objective 9: Continue Investing in Outdoor Activities, Recreation, and Open Space. The following is an overview of the concepts for which the subject proposal is found to comply:

1. Major Objective #5: The Code amendment has the potential to stimulate economic vitality by increasing tourism, generating local jobs, and continuing to advance Eagle as the recreational hub for the region.
2. Major Objective #9: Amending the Code to allow recreational vehicle parks as a special use in the rural residential zone district would further the Town's strategic objective of investing in recreation opportunities within town limits.

Staff finds that the Code amendment furthers the goals and objectives of the Community and Strategic Plans.

RECOMMENDED ACTION OR POTENTIAL MOTIONS:

Staff recommends **approval** of the Code amendment to Section 4.04.060 of the Eagle Municipal Code, Schedule of Uses Permitted in Residential Zone Districts, to allow recreational vehicle parks as a special use in the Rural Residential zone district.

ATTACHMENTS:

1. Ordinance No. 09 (Series of 2020)

TOWN OF EAGLE, COLORADO
ORDINANCE NO. 09
(Series of 2020)

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE,
COLORADO AMENDING SECTION 4.04.060 OF THE EAGLE MUNICIPAL CODE, TO
ALLOW RECREATIONAL VEHICLE PARKS AS A SPECIAL USE IN THE RURAL
RESIDENTIAL ZONE DISTRICT

WHEREAS, at a public meeting on March 3, 2020, the Planning and Zoning Commission reviewed a proposed text amendment and recommended that the amendment be approved; and

WHEREAS, the Board of Trustees finds and determines that the text amendment contained herein is compatible and consistent with the Town's goals, policies and plans, including the Town's Master Plan and the Eagle Area Community Plan.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. Section 4.04.060 of the Eagle Municipal Code, which contains the schedule of uses permitted in residential zone districts, is hereby amended so that the use entitled "Recreational vehicle park" is listed as a special use in the RR - Rural Residential zone district.

Section 2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that anyone, or part, or parts be declared unconstitutional or invalid.

Section 3. Safety. This Ordinance is deemed necessary for the protection of the public health, safety and welfare.

Section 4. Effective Date. This Ordinance shall take effect 30 days after publication following adoption.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED ON MARCH 10, 2020.

TOWN OF EAGLE, COLORADO

Anne McKibbin, Mayor

ATTEST:

Jenny Rakow, Town Clerk