



**Planning & Zoning Commission
Tuesday, March 18, 2025, 6:00 PM
Public Meeting Room / Eagle Town Hall
200 Broadway, Eagle, CO 81631**

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

PUBLIC WIFI – Eagle Guest

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This will be an in-person meeting with access via Microsoft Teams. First-time users of Teams will need to download the app.

Microsoft Teams meeting

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Please Note: All participants must remain muted until they are requested to speak. This will reduce background noise disruptions for all meeting attendees. When it is your turn to speak, you will have three (3) minutes for public comment. For technical difficulties, please email denise.cardoza@townofeagle.org and we will do our best to assist you.

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.

REGULAR MEETING CALLED TO ORDER

OATH

1. Joe Oakman - OATH

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.

PRESENTATION *Richard J. Peterson Cremer, Karp Neu Hanlon, P.C. 1. Quasi Judicial Issues 2. Ex Parte Communication 3. Administrative Processes*

1. Richard J. Peterson Cremer, Karp Neu Hanlon, P.C.
 1. Quasi Judicial Issues
 2. Ex Parte Communication
 3. Administrative Processes

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. March 2025 Update

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.

Denise Cardoza

Denise Cardoza
Administrative Technician II



OATH

I, Joseph Oakman, 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 Planning Commission Member, upon which I am about to enter.

Sworn to this 18th day of March, 2025.

Joe Oakman, Commission Member

Larry Pardee, Town Manager



To: Planning & Zoning Commission
From: Community Development Department
Date: March 18th , 2025
Agenda Item: Community Development Department Update

LONG RANGE PLANNING

ReCode Eagle – The Land Use and Development Code (LUDC) – [link to code](#)

- Staff is working with legal to update Chapter 4.17 of the LUDC to streamline processes and procedures for land use applications. The relatively new LUDC is considered a dynamic document that will continue to evolve as we identify areas for improvement through implementation. While ongoing refinements are necessary, the adoption of the current LUDC was a significant step forward in achieving the vision of the Comprehensive Plan. Here are just a few examples of these achievements:
 - Sustainability, resilience and hazard standards in Chapter 4.14 to protect our natural environment and local wildlife.
 - Water-wise landscape standards and limitations on unnecessary turf.
 - Outdoor lighting standards that uphold dark sky principles.
 - New zone districts tailored to unique areas of town, including the mixed-use zone districts and commercial general/interchange zone districts serving the east side of town.
 - Increased density and reduced setbacks to support infill development in residential areas of town.
 - Enhanced Local Employee Residency Program (LERP), with other regulations to encourage the development of affordable housing throughout the community.

Staff acknowledges that the LUDC is a continuously improving document. Staff anticipates bringing amendments forward to clarify text and refine standards to the Town Council multiple times a years.

WUI Code

- The WUI Code will support increasing the community's resiliency to wildfires by regulating exterior building materials to ensure they are fire resistant, enacting landscaping guidelines such as the Fire Free 5 that ensure there is not flammable material within 5 feet of the structure, and by ensuring landscaping standards support water-wise, native vegetation that is not highly flammable.
- After the WUI Code's adoption by the state legislature in July of 2025, municipalities will need to adopt the provisions by January 1, 2026. These provisions will be split into amendments to the Town's adopted International Building Codes (IBC) and the Town's



Land Use and Development Code (LUDC).

- Staff anticipates there will be outreach on these efforts this spring, staff will ensure Council is updated on the timing of this outreach when the dates are finalized.
- The next meeting is scheduled for 2/20/2025 at 12:30pm. In-person attendance is at the Eagle County offices on Broadway.
- The group held a meeting on February 20th to discuss fire resistant landscape standards that recognize the unique ecosystems and values of the towns throughout the valley.
- The next meeting is scheduled for 3/20/2025 at 12:30pm. In-person attendance is at the Eagle County offices on Broadway.

EVTA 10 Year Transit Plan

- Staff are actively engaged in the Technical Advisory Committee (TAC) for EVTA's 10 Year Transit Plan. The TAC is made up of local community staff representatives and their primary role is to provide technical guidance to the plan, make recommendations to the EVTA Board, communicate with Town Managers and other key influencers in each community.
- A second round of Community Outreach will be conducted mid-March or early April, and the public will be asked to provide feedback on route alternatives for the Valley Route, Highway 6 Route, and Minturn/Redcliff Route. Outreach will primarily include several focus group sessions, outreach boards at the Vail Transportation Center and an online survey.

Affordable Housing Accelerator Project (AHAP)

- The AHAP remains on pace as staff and the Logan Simpson team prepare materials for the March 4 Town Council / Planning & Zoning Commission work session. Project progress includes the following:
 - Phase 1 – 90-day Fast-Track Review Process (now termed the Eagle Express Lane): 90% complete with review of land use code and preparing first draft of updated code language. Staff will be forwarding the draft language to Legal for review.
 - Phase 2 – Land Inventory Analysis (LIA): Staff are preparing feedback on the LIA draft report and maps.
 - Phase 3 – Proposition 123 Funding Strategy (matrix and feasibility summary of funding options): Not yet started. This phase will be incorporated into Project Close-out in late March / early April.

Long Range Planning Work Session

- The May 6th Town Council/Planning Commission work session will be focused on the Town's long-range plans. This conversation will serve to prioritize updates of the Town's long range planning documents to ensure they remain current and aligned with the community's vision and values.



Administrative Manual

- Staff has been continuing to work on an administrative manual to clearly communicate land use processes to the public. Staff will be posting resources as they're completed, e.g. how the use permit process works, on the Town's website. As this project continues staff will be engaging stakeholder groups like the EVC for feedback to ensure this manual is user friendly and is meeting the community need.

LAND USE APPLICATIONS IN PROGRESS

For more information and to access project documents, visit the Town's [Active Land Use Applications Page](#).

- Eagle Meadows Annexation No. 1 and No.2
 - An application to annex and zone parcel no. 193927300040 (Parcel A) to Resource (R) and parcel no. 193927400041 (Parcel F) to Rural Residential 2 (RR2).
- Haymeadow Neighborhood A1 Preliminary Plan Update and Filing 2 Final Plat
 - An application to update the 2014 Preliminary Plan and to subdivide Neighborhood A1 of the development into 47 single-family residential lots, 4 duplex lots, two multi-family residential development parcels, a 1.6-acre childcare site, three open space tracts, and extend the public right of way of Sylvan Lake Road, Ouzel Lane, and Mt. Hope Circle.
 - Round 1 referral ended January 13, 2025, application re-submittal expected for week of 2/10/24.
 - Tentatively targeting the April 1st P&Z Hearing and the April 22nd Town Council Hearing.
- Capitol Flats Subdivision Sketch Plan and Public Right-of-Way (ROW) Alley Vacation
 - A Subdivision Sketch Plan and Public ROW Alley Vacation application with the intent to construct five three-story residential buildings containing a total of 171 condominium and LERP/affordable housing units, a subsurface/underground parking garage, and associated utility relocations. The intended development will require a public process through a Subdivision Sketch Plan and vacation of Public ROW [current applications]. Future applications include a Rezoning of 123 & 137 Howard Street from Old Town Residential (OTR) to Commercial Mixed-Use 1 (CMU-1), a building height variance, a Lot Consolidation Plat, a Condominium Subdivision Final Plat, and a Major Development Permit.
 - Referral period ended 2/3/25, comments are due to the applicant by 2/10/25.
 - Planning Commission Public Hearing- April 1, 2025
- ReCode Adjustments (3rd Amendment)
 - Joint work session with Town Council and Planning Commission occurred on December 3rd.



- Public Hearing dates have not yet been scheduled.
- North Broadway – Annexation and Zoning/Rezoning
 - The Applicant withdrew their annexation and zone/rezone request to CMU2.
 - A new annexation and zone/rezoning request is anticipated. However, the applicant is still determining the desired zoning designation for the property. The timing of the formal submittal is unknown.
- 1215 Chambers Avenue
 - Applications for a lot line adjustment and a Major Development Permit have been submitted, but are not yet complete.
- Henry Annexation
 - Annexation, rezoning, and minor subdivision submitted for 220 E. Sixth St. Currently under review.
- Red Mountain Ranch, Parcel 1
 - Has submitted Preliminary Plan Review and Major Development Plan applications; currently out for referral and review, with first round of comments due April 18, 2025.
- ANB Bank
 - An application for a minor development permit to construct an ANB Bank facility on the currently vacant north side of the old Burger King site has been submitted. Application is currently out on referral, referral period ending 3/21/2025.

NOTABLE UPDATES

- On March 6th demolition permits were issued for 217 E Second Street and 123 Howard Street. While these properties are part of the Capitol Flats project, these permits are separate from the land use application. There are no provisions in Title 4 that would prevent a property owner from obtaining and demolishing an existing structure on their property prior to any formal land use approval.
- We are excited to welcome Kasie Hill to the department as our new Permit Technician. Her first day is March 17th.
- We are advertising for an Administrative Technician II and a Building Inspector II. Due to turnover in the Inspector position, the Town will use a third party to perform building permit inspections starting March 17th until the position is filled. Staff anticipates services to continue without interruption during this transition.



- Denise’s last day was March 14th, she has been an incredible asset to our team. We are sad to see her go and excited to hear about her next adventure. She’s sticking around Eagle so if you see her at City Market make sure to say hi!
- Staff has met with members of the community on development proposals ranging from small administrative permits to larger development, subdivision, and annexation applications. Pre-application meetings in 2025:
 - January - 2
 - February - 3
- Community Development provides Spanish translation services. These services are utilized by Court, Administration, IT, Building, etc. We have provided **10 points of contact**, this includes walk-ins, phone calls, and transfers from other departments, bilingual support for meetings and translating for our Municipal Court.
- Staff is composing a “RFP” for new Software.

Administrative Approvals (Encroachment Permits, Sign Permits,)

- Currently reviewing 0 Sign Permits.
 - 0 Sign Permits have been approved and issued so far this year.
 - 0 encroachment permits have been approved and issued this year.

P&Z and Council Meeting Schedule

March 2025
March 4 th (Work Session) • PZ/TC Work Session on Affordable Housing Accelerator Project (AHAP)
March 4 th (Planning Commission) • Cancelled
March 11 th (Town Council) • Reserve at Hockett Gulch PUD Amendment and Major Development Permit (Phase 1b and 2)
March 18 th (Planning Commission) • Training
March 25 th (Town Council) • Haymeadow Public Improvements Agreement
April 2025
April 1 st (Work Session) • TC Work Session on Grand Avenue Corridor
April 1 st (Planning Commission) • Capitol Flats Subdivision Sketch Plan • <i>Haymeadow Neighborhood A1 Preliminary Plan Update and Filing 2 Final Plat (tentative)</i>
April 8 th (Town Council)



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April 15 th (Planning Commission)
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April 22 nd (Town Council)
• <i>Haymeadow Neighborhood A1 Preliminary Plan Update and Filing 2 Final Plat (tentative)</i>
May 2025
May 6 th (Work Session)
• PZ/TC Work Session on Long Range Planning Priorities
May 6 th (Planning Commission)
May 13 th (Town Council)
• Capitol Flats Subdivision Sketch Plan
May 20 th (Planning Commission)
May 27 th (Town Council)