



**Planning & Zoning Commission
Tuesday, July 15, 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. NOTICE OF CANCELATION: There will be no Planning & Zoning Commission meeting on Tuesday July 15, 2025. The next meeting is scheduled for August 5, 2025.

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. July Department Update

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.

Gram Dick

Gram Dick
Administrative Technician II



To: Planning & Zoning Commission
From: Community Development Department
Date: July 15, 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.
- Chapter 4.17 Status Update: staff have completed a full review of the chapter and provided input to legal counsel on updates needed to improve the administration of the LUDC. Legal has since returned a revised draft for staff's review. Progress was temporarily paused during the first few months of the year to prioritize the influx of current land use applications and address state-mandated code updates (e.g. Natural Medicine Facilities and density standards in mixed-use/commercial zone districts). Staff plan to present draft text to the Planning Commission and Town Council for feedback in late summer with the goal of adopting the revised chapter in the fall.

WUI Code

- Staff are actively engaged in the County-wide Wildland Urban Interface (WUI) Code update process, led by the Eagle County Wildfire Collaborative. This initiative involves collaboration with jurisdictions throughout the Valley to create a WUI Code that caters to our local needs.
- The WUI Code, formally known as the State Resilience 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.
- Recent state legislation has impacted the timeline for adoption and implementation of this Code. Staff will provide updates on this as it becomes available.

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.
- The most recent meeting focused on wrapping up the 10-year Plan. Key points included the importance of frequency of service, timely transit, and serving destinations like Eagle, Edwards, Gypsum, and Avon. The plan involves three phases. The meeting also discussed operational challenges, prioritization of projects, and recommendations for enhanced safety.

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).
 - The applicant has been resubmitted.
- Haymeadow 5th Amendment to Filing 1 Final Plat, Neighborhood A1 Preliminary Plan Update, and Filing 2 Final Plat
 - Application was approved on May 13th, staff is working with the applicant to complete the conditions of approval prior to recordation of the Filing 2 final plat. Filing 2 is expected to be recorded prior to June 17th.
- Haymeadow Minor PUD Amendment application
 - An application has been submitted for a minor PUD amendment to add minimum lot area standards, add multi-family bicycle parking standards, clarify streetscape standards, and correct other clerical and technical errors in the existing PUD Guide and make minor corrections to the PUD Trails Plan.
 - This application is out for agency referral.
- Eagle Ranch Theater Building Minor Subdivision
 - Mauriello Planning Group has submitted a minor subdivision application to plat six residential condominiums in the existing Capitol Theater building at 1140 Capitol Street.
 - Referral comments have been received and the applicant is working through them.
- Red Mountain Ranch, Parcel 1
 - Has submitted Preliminary Plan Review and Major Development Plan applications; developer's team reviewing referral comments, applicant resubmittal TBD.
- 446 Broadway
 - Has submitted a minor development permit application for a new mixed-use building. Developer's team reviewing referral comments, applicant resubmittal TBD.
- 1215 Chambers Avenue
 - Has submitted applications for a lot line adjustment and a Major Development Permit to construct seven commercial buildings totaling 127,430 square feet with a mix of retail, showroom, office, and warehouse/storage uses.



- The application is out for agency referral.
- Henry Annexation
 - Annexation, rezoning, and minor subdivision submitted for 220 E. Sixth St. Public Works needs additional information related to water rights, still deemed incomplete.
- 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. The timing of the formal resubmittal from the applicant is unknown.
- New Electric, 629 Sawatch Road – Minor Development Permit
 - Application is incomplete as of 6.2.25

Administrative Approvals (Encroachment Permits, Sign Permits, Use Approvals)

- Currently reviewing 1 Sign Permit and 2 Encroachment Permits.
 - 1 Sign Permit has been approved and issued so far this year.
 - 1 Encroachment Permit has been approved and issued this year.
 - 1 Mobile Vending Permit has been approved and issued this year.

NOTABLE UPDATES

- There has been transition in the Planning Commission with Keith Klesner recently submitting his resignation. Keith has been a valuable member of the Planning Commission, offering thoughtful insights and important perspectives on land use applications. While we're sad to see him go, we wish him all the best. His departure creates a vacancy that will be advertised soon.

On July 8, Town Council appointed Chad Koch to the Planning Commission. We look forward to welcoming him at our next meeting.

- 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
 - March- 3
 - April- 2
 - May- 1
 - June- 1
- Software: Staff have issued the RFP in coordination with IT. The deadline for bids is August 1st.
- Staff continue coordinating with CU Denver on the summer studio projects where students create conceptual designs for projects in town.



- The Town has received a demolition permit application for the old barn at the corner of 3rd & Church Street.
- We are both thrilled and saddened to announce that Eddie Wilson, the Town's Building Official, will retire on July 11. Eddie leaves behind big shoes to fill. While we will deeply miss his presence and leadership, we are equally excited for him to enjoy the next chapter of his life in retirement.
- Town Council held a work session on July 8th to discuss an Infrastructure Financing Strategy for East Eagle prepared by Economic & Planning Systems (EPS). During this work session, a development firm, Porritt Group, presented their conceptual development program for East Eagle. More information can be found on the town website here: [July 8, 2025 Town Council Work Session](#) • [CivicClerk](#).

OTHER DEPARTMENT UPDATES

- Please feel free to review the May update, highlighting key activities across all Town of Eagle departments below:
 - [MAY 2025 ACTIVITIES.pdf](#)

UPCOMING ANTICIPATED APPLICATIONS

- Haymeadow Design Guidelines Update – Staff Review
- Mountain Tots Preschool – Major Development Permit
- 301 Broadway – Development Permit
- 481 Whiting- Staff Review
- Haymeadow RMF-4 and RMF-5 – Major Development Permit
- Bluffs PUD Guide Amendment- Public Hearing

MAJOR CONSTRUCTION PROJECTS

Business Name	Location	Status
Hockett Gulch Apts. (Ph I)	16186 Hwy 6	Permanent CO's have been issued for all 6 buildings
Hockett Gulch Phase II	16186 Hwy 6	Building permit issuance is imminent for one (1) multifamily building at 222 Mount Eve – permit applications have been accepted for all buildings in phase 2 and foundation only permits have been issued for Bld 8 and Clubhouse- KH
Haymeadow	91 Mountain Hope Circle	Building permit issuance is imminent for one (1) detached single-family dwelling at 22 Red Peak Rd
Habitat for Humanity	3 rd Street	TCOs complete.
Stone Concepts of Colorado	85 Marmot Ln	Permit issuance pending soon. -Permit issued - KH
Eagle County BMX	1700 Bull Pasture Rd	Permits released



Eagle Pool	1700 Bull Pasture Rd	TCO issued on 5/27
Alpine Lumber Shed	111 Chambers	TCO for shed building – landscaping required
1200 Capitol Project	1200 Capitol St	Building permit ready for issuance – Permit issued - KH

Building

The figures below show general activity levels not broken down by permit type (building, plumbing, mechanical, etc.)

TYPE OF WORK PERFORMED	EOY 2023	EOY 2024	YTD 2025
Inspections (n/i Planning, Public Works)	1,885	1944	730
Permits Processed	411	334	216

P&Z and Council Meeting Schedule

July 2025
July 8 th (Work Session) • East Eagle
July 8 th (Town Council) • HYMD Trailhead Park
July 15 th (Planning Commission) - CANCELLED •
July 22 nd (Town Council) •
August 2025
August 5 th (Planning Commission)
August 13 th (Town Council) - •
August 20 th (Planning Commission)
August 27 th (Town Council)



2025 Land Use Projects

Projects	June				July				August			
	PZ	TC	PZ	TC	PZ	TC	PZ	TC	PZ	TC	PZ	TC
Haymeadow												
Trailhead Park ADA Amendment												
Town Council Public Hearing												
Minor PUD Amendment												
Administrative Review Period												
Administrative Decision												
Update to Design Guidelines												
Administrative Review Period												
Administrative Decision												
ER Theater												
Administrative Review / Referral												
Administrative Decision												
Code Amendment - Density												
Planning Commission Public Hearing												
Town Council Public Hearing												