



**Planning & Zoning Commission  
Tuesday, February 3, 2026, 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](http://www.Townofeagle.org).*

**PUBLIC WIFI – Town of Eagle Public Wi-Fi**

**MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION**

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

---

**Microsoft Teams** [Need help?](#)

**[Join the meeting now](#)**

Meeting ID: 222 459 428 213 0

Passcode: XN9ta3Bc

---

**Dial in by phone**

[+1 469-770-0416](tel:+14697700416), [49547609#](tel:+149547609) United States, Kaufman

[Find a local number](#)

Phone conference ID: 495 476 09#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

---

**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](mailto: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](mailto:Planning@townofeagle.org) and will be included as part of the record.

**REGULAR MEETING CALLED TO ORDER**

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

1. January 20, 2026 P&Z Meeting Minutes

**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 HEARINGS**

1. Project: DR25-07 Mountain Tots Major Development Permit  
File # DR25-07  
Applicant: Mountain Tots Preschool  
Location 621 Haymeadow Drive  
Staff Contact:  
Request: A Major Development Permit proposing to construct a 7050 square foot preschool facility

**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.*

**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.

Gram Dick  
Administrative Technician II



**MEETING MINUTES**  
**Planning & Zoning Commission**  
**Tuesday, January 20, 2026, 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](http://www.Townofeagle.org).*

**PUBLIC WIFI – Eagle Guest**

**MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION**

This was an in-person meeting with option for the public to attend via Teams.

**6:00 PM - REGULAR MEETING CALLED TO ORDER**

Commissioner Matt Hood called the meeting to order at 6:02 PM.

**COMMISSIONERS PRESENT**

Weston Arbogast, Bill Nutkins, Matt Hood

**STAFF**

Kyle Brotherton – Interim Com Dev Director

Jessica Lake – Senior Planner

Sydney Dynek – Planner I

Gram Dick – Admin Tech II

**COMMISSIONERS ABSENT**

Chad Koch, Keith Montag, Keegan Winkeller,  
Jennifer Sturgeon

**APPROVAL OF MINUTES**

1. Minutes approved from December 16, 2025. Motion passed unanimously. All in favor.

**PUBLIC COMMENT**

Commissioner Hood opened the floor for public comment on items not on the agenda, but there were none.

**PUBLIC HEARING**

1. **Project:** Discussion on State WUI Code Updates  
**File #:** LUDC26-02

**Applicant:**

**Location:**

**Staff Contact:** Sydney Dynek, Planner

**Request:** To follow up with the Planning Commission after the January 6th work session to provide additional context to WUI and hear additional feedback as staff move forward towards adoption.

**Staff Presentation**

The meeting focused on a discussion led by Sydney Dynek, a Planner with the Town, regarding the potential adoption of the state resilience (WUI) code. The discussion addressed the code's core goals, enhancing community safety, preserving community character, and protecting plant health, while emphasizing the need to remain compliant with state law. Commission members raised concerns about possible conflicts between the WUI code and existing Town regulations, including HOA and DRB guidelines, particularly in relation to redevelopment and nonconforming properties. The Commission also discussed the challenge of balancing wildfire mitigation with the Town's identity as a Tree City, highlighting the importance of preserving urban trees while adopting smarter planting practices and removing high-risk species.

Additional concerns were raised about the current WUI mapping, including the inclusion of the entire Town within the interface zone, the implications for infill development, and whether more refined mapping could reduce costs and unintended impacts. Cost implications were a key topic, with Commissioners estimating construction costs could increase by 20–30 percent, though staff noted that actual impacts would vary depending on materials and project specifics. Clarification was provided that the 7A code applies only to building materials and does not address landscaping, which will require land use code amendments; Commission members requested a visual comparison of the state code and 7A to aid decision-making. Staff confirmed they are prepared to implement WUI inspections through the existing building permit process and will address code conflicts through future amendments. The Commission emphasized the importance of targeted outreach to development and landscaping professionals, coordination with other ongoing Land Use and Development Code initiatives, and meaningful community engagement.

Sydney Dynek concluded by identifying key deliverables for March 3, 2026, Public Hearing, including a comparative table of code options and a detailed review of mapping concerns.

**Public Comment**

Michael Earl, owner of Old Growth Tree Service, underscored the importance of defensible space, informed tree management, and maintaining Tree City USA commitments, with an offer of technical assistance and education support.

**COMMUNITY DEVELOPMENT UPDATE**

The Commission also received updates on several Community Development initiatives. These included progress on the Grand Avenue corridor project, the Town's acquisition of the former Grand Ave Grill property, its current closure, and consideration of interim uses such as food truck events prior to eventual demolition. Updates were provided on project phasing and design efforts led by Public Works, with plans to return to these conversations with Town Council and the Planning and Zoning Commission once timelines are established. The Commission discussed the Haymeadow development and Brush Creek Road extension, noting that developers will manage construction while the Town oversees coordination. The Commission also reviewed the signage along Brush Creek Road, expressing concerns about design consistency and potential waste if the Wayfinding Project, led by Nikki Davis, and the associated designs were not considered during the implementation process. The Commission was informed that final designs have not yet been implemented. The meeting concluded with staffing updates, noting Melissa Daruna's role as acting interim Town Manager, Kyle Brotherton's role as acting Community Development Director, and the continuation of departmental operations amid recent staffing changes.

**ADJOURN**

Commissioner Nutkins motioned to adjourn. Commissioner Arbogast seconded, and the motion to adjourn passed unanimously. All in favor.

**Meeting Adjourned at 6:45 PM**

**AI Assistance**

These meeting minutes were generated with the assistance of AI technology to enhance accuracy, organization, and clarity. The final version was reviewed and approved by Gram Dick to ensure completeness and adherence to meeting records.

**TOWN OF EAGLE, COLORADO  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. 1  
(Series of 2026)**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF EAGLE, COLORADO RECOMMENDING APPROVAL WITH CONDITIONS OF A MAJOR DEVELOPMENT PERMIT TO CONSTRUCT A 7050 SQUARE FOOT PRESCHOOL FACILITY AT 621 HAYMEADOW DRIVE

WHEREAS, MOUNTAIN TOTS PRESCHOOL, c/o the Board of Directors (“the Applicant”) owns the real property at 621 Haymeadow Drive, Town of Eagle, Eagle County, Colorado (the “Property”);

WHEREAS, on July 27, 2025, the Applicant submitted with the Town an application for a major development permit to construct a 7050 square foot preschool facility at 621 Haymeadow Drive (the “Major Development Permit Application”); and

WHEREAS, on February 3, 2026, the Planning and Zoning Commission held a properly-noticed public hearing on the Application.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. Findings. The Planning and Zoning Commission finds that the Major Development Permit Application complies with all applicable provisions of the Eagle Municipal Code and that approval of the Applications are in the best interest of the public health, safety, and welfare.

Section 2. Decision. Based on the foregoing findings, the Planning and Zoning Commission recommends approval of the Application, subject to the following conditions:

1. The applicant shall provide the manufacturer’s specification sheet for the stucco at time of building or foundation permit. Stucco spec sheet must make note of the materials’ ability to withstand the local climate.
2. The applicant shall specify the height and material of the fence surrounding the outdoor play area prior to building permit application or foundation permit.
3. If the applicant is required to make changes to the parking plan, those changes will be reviewed administratively at time of building or foundation permit.
4. The applicant shall demonstrate that their long-term bicycle parking meets the intent of the Association of Pedestrian and Bicycle Professionals (APBP) Essentials of Bike Parking guidelines through secure and weather protected measures.
5. The applicant shall provide an access agreement for the driveway and utility lines.

INTRODUCED, READ, PASSED AND ADOPTED ON FEBRUARY 3, 2026.

TOWN OF EAGLE, COLORADO

---

Matthew Hood, Chair

ATTEST:

---

Gram Dick, Administrative Technician



---

## STAFF REPORT AND CERTIFICATE OF RECOMMENDATION

**TO:** Planning & Zoning Commission

**FROM:** Community Development Department

**DATE:** February 3, 2026

**PROJECT:** Mountain Tots Preschool, Major Development Permit

**REQUEST:** A Major Development Permit proposing to construct a 7,050 square foot preschool facility.

**FILE NUMBER:** DR25-07

**APPLICANT:** Mountain Tots Preschool

**LOCATION:** 621 Haymeadow Drive

**CODE:** Chapter 4.09 Use Standards  
Chapter 4.10 Site Layout and Structure  
Chapter 4.11 Landscaping, Screening and Fencing Standards  
Chapter 4.12 Parking and Loading Standards  
Chapter 4.13 Outdoor Lighting  
Chapter 4.14 Sustainability, Resilience, and Hazards  
Chapter 4.15 Subdivision Design and Improvement Standards  
Fifth Amended PUD Guide for the Haymeadow PUD dated August 27, 2025

**ZONING:** Planned Unit Development (PUD) Zone District

**PUBLIC COMMENT:** Staff has not received any letters of public comment as of January 30, 2026. Letters received after this time will be gathered and entered into the public record at the hearing.

**STAFF:** Sydney Dynek, Planner, [sydney.dynek@townofeagle.org](mailto:sydney.dynek@townofeagle.org)

---

## INTRODUCTION

Mountain Tots Preschool (“Applicant”) requests approval of a Major Development Permit to construct a new 7,050-square-foot preschool facility on a 1.576-acre parcel located at 621 Haymeadow Drive. The property is legally described as Haymeadow Filing 2, Lot A, within the Haymeadow Planned Unit Development (PUD). In August 2025, the Town approved amendments to the Haymeadow PUD Guide that added childcare facilities as a use by right in Neighborhood A1. Under the Town’s Land Use & Development Code (LUDC), all development applications within a PUD are processed as Major Development Permits.

The project site is situated southeast of the Pool & Ice Rink complex and northwest of Ouzel Lane, as shown in the aerial map below. The lot is generally flat, with the areas around the property having been graded as part of the Haymeadow Filing 2 infrastructure installation. The property is bordered by planned residential development areas to the north and west, the Willow Tree Corridor to the east, and the future Trailhead Community Park to the south. Brush Creek lies farther to the southwest, outside the disturbance area.



*Figure 1: Site Overview*

Vehicular access is proposed via a new driveway connection on the south side of the lot, providing direct access to Haymeadow Drive. Pedestrian connectivity will be provided through paved paths along both the east and west sides of the site, linking to the broader Haymeadow trail and sidewalk network. Mountain Tots Preschool currently operates at 230 W. Third Street and seeks to relocate to a purpose-built facility in Haymeadow to expand services and meet community childcare needs. The new preschool is designed to accommodate up to 80 students. The Applicant intends to obtain the building permit and complete construction by early September 2026 to meet external grant funding deadlines.

## ISSUES FOR DISCUSSION

No issues have been identified that require discussion.

---

## STANDARDS FOR DEVELOPMENT PERMIT

**STANDARD #1:** *Land Use and Development LUDC requirements.* The development plan is consistent with all applicable standards of this LUDC

The Haymeadow PUD Guide serves as the governing land use regulations, which will control the development of the PUD. However, the PUD Guide defers to conformance with LUDC Development Standards in some cases. As such, the following analysis includes conformance with the PUD Guide and the development standards of the Land Use and Development Code.

Staff reviewed the development application against the relevant Town regulations in Title 4 of the Municipal Code (“LUDC”). Applicable chapters from the LUDC include:

- 1) Chapter 4.09 Use Standards
- 2) Chapter 4.10 Site Layout and Structure
- 3) Chapter 4.11 Landscaping, Screening and Fencing Standards
- 4) Chapter 4.12 Parking and Loading Standards
- 5) Chapter 4.13 Outdoor Lighting
- 6) Chapter 4.14 Sustainability, Resilience, and Hazards
- 7) Chapter 4.15 Subdivision Design and Improvement Standards

*Italicized* text are standards copied from the Municipal Code. Where standards in the LUDC are reiterated several times, staff notes the application’s conformance with the standard once, as opposed to noting redundantly conformance with the same standard.

## HAYMEADOW PUD GUIDE

### Development Standards for the Childcare Site

#### *8. Childcare Site:*

*Development Standards for the Childcare Site are set forth in the Haymeadow Design Guidelines. No change may be made to the Design Guidelines that would conflict with any requirement in the PUD Guide or ToE Municipal Code without approval of the Town Council. Any subsequent major revisions to the Design Guidelines (as determined by the Community Development Director), shall be subject to the review and approval of the Town of Eagle.*

**Staff Comment:** Section 3.A.8 of the PUD Guide references the Design Guidelines, which then defer to the LUDC. In the LUDC, the relevant design standards are the ones applicable to all sites and structures and will be addressed below.

## LAND USE & DEVELOPMENT CODE

### CHAPTER 4.09 Use Standards

#### Section 4.09.040. – Standards applicable to all uses.

#### Section 4.09.070.A. Child care facilities. Child care facilities shall meet the following standards:

1. The applicant shall provide documentation of approval from the State of Colorado Department of Human Services; and
2. Outdoor play areas shall be buffered using fencing or a landscape screen in compliance with Chapter 4.11. landscaping, buffering, and screening.

**Staff Comment:** The proposed use, childcare center, is a permitted use in this zone district per the Fifth Amended Haymeadow PUD guide. Within the standards applicable to all uses, the proposed use is aligned with the Comprehensive Plan and the LUDC standards, and is in conformance with local, state, and federal regulations and standards. This use complies with infrastructure standards, and it does not create any significant adverse impacts to surrounding areas or Town infrastructure. The [applicant has provided email confirmation](#) that they shall acquire approval from the State Department of Human Services. Additionally, there will be fencing in the outdoor play area to meet the state and Town’s regulations.

**CHAPTER 4.10 Site Layout and Structure**

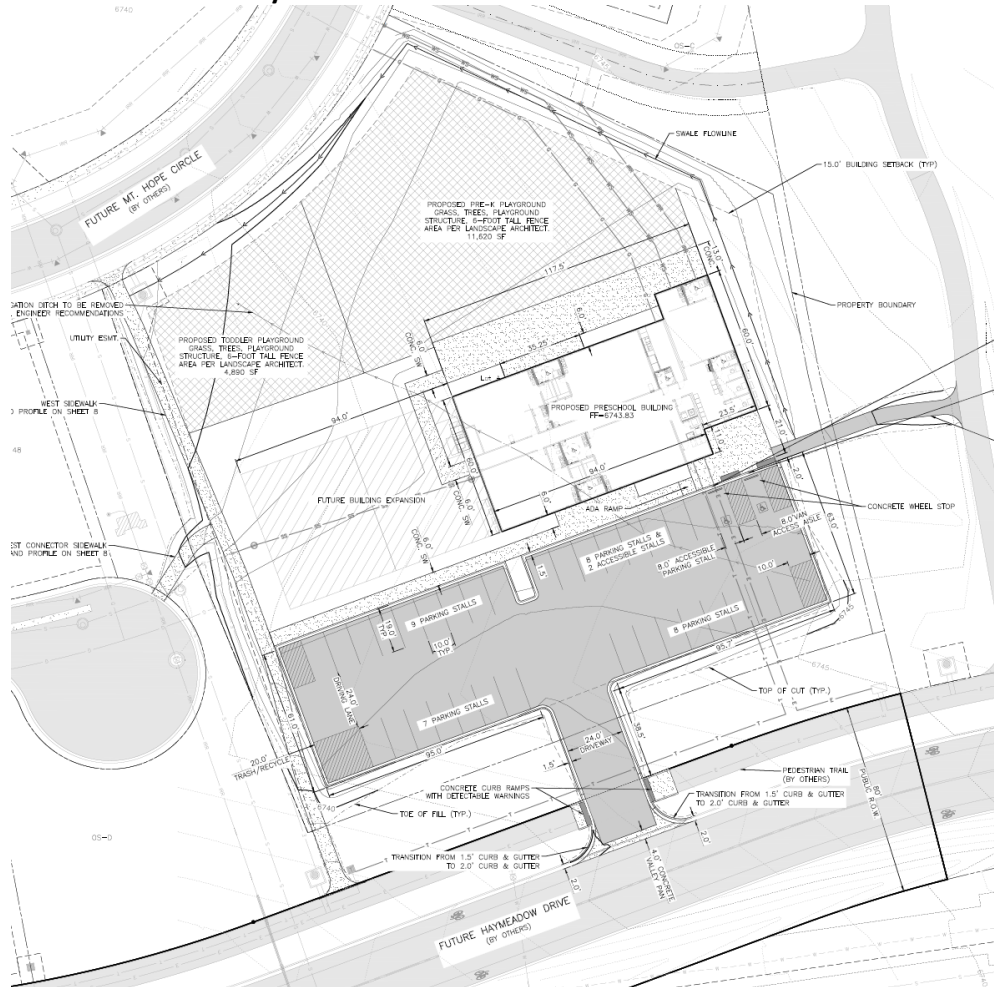


Figure 2: Site Plan

**Section 4.10.030. – Design Standards applicable to all sites and structures**

**Standards (abbreviated and summarized):**

**Access and Connectivity:**

Site access must be designed to ensure clear and efficient movement for emergency responders, law enforcement, vehicles, pedestrians, and cyclists. Multibuilding developments must include an organized hierarchy of circulation routes and should incorporate multiple access points on larger sites to minimize traffic impacts and improve emergency access. Vehicular entrances should align with nearby intersections when feasible, and all circulation must prioritize pedestrian and bicycle safety. Projects with multiple buildings must also provide pedestrian and bicycle connections to nearby or planned offsite amenities such as trails, transit stops, retail destinations, and open space.

### Building and Facility Placement:

Buildings must be located to avoid steep slopes, natural drainageways, hazard areas, wildlife habitat, utility easements, and protected view corridors, and should generally follow natural topography to reduce grading. Parking areas must allow direct, safe, and efficient access to building entrances. Building placement should maintain privacy of outdoor spaces, optimize access to quality views, and support solar exposure and energy opportunities. Trash and recycling enclosures must be screened from public view, easily accessed for service, and wildlife resistant, and utility boxes and equipment must also be screened.

### Permitted Façade Materials:

Exterior wall materials must be durable and suitable for mountain climate conditions. Allowed materials include various wood sidings, log construction, natural stone, cementitious siding, brick, cast concrete designed to resemble natural materials, and split-face block for mixed-use or nonresidential structures. Patinaed or color-treated metal may be used as an accent material, and modular panels may serve as primary or accent materials depending on zoning. Additional materials with comparable durability may be approved by the Director.

### Prohibited Façade Materials:

Certain exterior wall materials are not permitted due to inadequate durability or aesthetic compatibility. These prohibited materials include standard concrete block, plywood, particle board, and T-111 siding.

### Roofs, Eaves, and Parapets:

Roof and parapet design must account for the mountain climate by incorporating appropriate slopes, drainage, and durable roofing materials. Approved materials include tile, slate and similar synthetics, metal roofing, architectural-grade composition shingles, and Class A asphalt shingles, with the Director authorized to approve equivalent materials based on manufacturer specifications. Cornices and soffits may be constructed of wood or metal, while gutters and downspouts may be vinyl or metal. Parapet walls must match the primary wall materials, excluding design accents such as copings or cornices.

### Color and Reflectivity:

Building colors must be complementary, reflect the natural setting, and be consistent with the surrounding neighborhood character, with unique architectural applications considered on a case-by-case basis. Bright, high-intensity, or fluorescent colors are prohibited, though trim and accent areas may use brighter but compatible tones. All façade and roof materials must utilize low-reflectivity finishes.

### Sidewalks and Furnishings – n/a



*Figure 3a: Proposed Mountain Tots facility façade, south facing entrance*



*Figure 3b: Proposed Mountain Tots facility façade, north side of structure*

**Staff Comment:** The entrance to the site is from Haymeadow Drive and allows efficient access and wayfinding by emergency services. The proposed development is positioned on the property to avoid steep slopes, natural drainageways, natural hazards, wildlife habitat, utility easements, and defined view corridors. There is no significant grade change on the property and the structure is generally placed at the high point and parallel to topographic lines. Additionally, the building is sited to allow efficient and safe access from the parking area to entry points, with parking provided immediately adjacent to the primary entrance on the building's southern facade. The building is positioned to maximize privacy of its outdoor spaces, access to quality views, and opportunities for solar applications. Trash enclosures on the southwest corner of the lot, in the parking area, will be bear resistant per their [DRB Submittal Plan Set](#) page 7 and will be screened from public view with a cedar fence, which will be treated with a semi-transparent wood stain to ensure weatherization. The rooftop HVAC system on the north side of the structure is being screened from public view with decorative standing seam flat panel metal roofing.

The proposed development's façade will consist of segmented horizontal imitation wood siding, stone veneers, and stucco. Segmented horizontal siding and stone are included as permitted façade materials with color-treated metal permitted as an accent wall surface. Stucco is not specifically included in the permitted façade materials list; however, additional materials of equivalent durability as approved by the Director are permissible. Staff's research of this material indicates, if installed properly, stucco has at least a 20-year durability expectancy, if not longer. As a condition of approval, at the time of building permit, the applicant must provide the manufacturer's specification sheet clearly specifying its ability to withstand the Town's variable mountain climate to ensure maintenance and durability.

The roof will be Timberline HDZ asphalt shingle with standing seam metal roofing on the east side of the building. Standing seam metal and class A asphalt shingles are both included in the list of permitted roofing materials.

The façade colors are compatible with the natural setting and hearken to the general color palette of the existing and proposed residences in Haymeadow Neighborhood A1. Both the roof and façade materials have low reflectivity. A sidewalk connection is provided on the eastern side of the property, immediately north of the parking lot, and it connects to the trail system leading north and northwest towards Mt. Hope

Circle as well as south along Haymeadow Drive. The proposed sidewalk connection has been deemed sufficient by Engineering staff.

An erosion and sedimentation control plan was provided in the [Engineered Site Plans](#) on page 11 and Engineering staff determined this was sufficient to meet the requirement of Section 4.10.060.

Conditions of Approval:

1. The applicant shall provide the manufacturer's specification sheet for the stucco at time of building or foundation permit. Stucco spec sheet must make note of the materials' ability to withstand the local climate.

#### **Chapter 4.11 Landscaping, Screening and Fencing Standards**

**Staff Comment:** A landscape plan for the proposed development was provided on [Sheet L-1 of the DRB Submittal set](#). The provided plans include a legend detailing all the proposed plant materials, including their sizes, quantities, and drought tolerance. The irrigation system was also described on Sheet L-1 of the plan set and indicated the different water fixture types that will be used for the turf, perennial and groundcover beds, and trees and shrubs. Additional landscape features and paved areas including the proposed sand play area, the rubber pour on-surface underneath the play structures, and the sunshade structures were depicted on Sheet L-1. Impervious surface calculation for all impervious areas was indicated on the cover sheet of the DRB Submittal set. Ground surfaces and material types were indicated on the provided landscape plan, along with the percentage of drought tolerant plants, on Sheet L-1. All the proposed plant materials except for the Norway Maple, the Patmore Green Ash, and the Aspen are drought tolerant and low-water using. The sod lawn included in the proposal will be drought tolerant warm season native [per the applicant's correspondence dated January 26, 2026](#). The proposed trees and shrubs meet the minimum plant size specifications.

The front yard buffer between the edge of the parking lot and the property line averages approximately 15 feet and includes Honeylocust trees approximately 40 linear feet apart within the property boundaries, with Norway Maples in the Haymeadow Drive right-of-way spaced approximately 25 feet apart. The proposed grasses in the front yard buffer are low-water, drought-tolerant plants and the landscape patterns reflect that of the surrounding development at Haymeadow. More than 50% of the required street frontage landscaping is covered with cultivated landscaping. Currently, there is turf grass proposed within the public right-of-way and staff is actively discussing this topic with the Haymeadow development team responsible for landscaping the public right-of-way.

One landscape island was provided on the north side of the parking lot to separate the parking spaces, as there are more than 10 parking spaces in a row, and additional parking lot landscaping was provided on the perimeter. The landscape island is more than 6 feet wide and includes more than 75 square feet of landscaped area with a Honeylocust tree. The applicant is using Peking Cotoneaster shrubs to create hedge rows that provide the required parking lot separation from adjacent residential zone districts as Section 4.11.050.A.6 provides Director discretion to use landscaping for this standard. The parking lot drainage system was reviewed by the Town's Engineering staff and has been deemed sufficient for this application.

Perimeter landscaping of the parking lot and the parking lot island feature Honeylocust trees, Russian Sage, and Peking Cotoneaster to provide screening of this lot from the Haymeadow Drive right of way. The refuse enclosure is located at the southwestern corner of the lot and is more than 20 feet from a public sidewalk and is sited to not obstruct vehicular circulation. Within the application materials, it is

specified that the enclosure will be wildlife resistant and 6 feet tall, made of cedar and stained to ensure weatherization.

Per State regulations for childcare facilities, the applicant is required to provide fencing to meet the 42” minimum requirement. The applicant has not provided details regarding how high the fence will be or the materials it will be made of. Staff will be requiring this as a condition of approval for this application. Due to the nature of childcare facilities serving to keep children in, and unwanted wildlife out, staff anticipates there will be conflict between the proposed fence and the “Fencing with Wildlife in Mind” guidelines noted in Section 4.11.070.1.c. Through conversation with the Town’s legal counsel, staff believes the childcare standards should take precedence over these guidelines as the State’s standards are grounded in life safety concerns for the children as opposed to general guidelines that benefit some wildlife.

Conditions of Approval:

2. The applicant shall specify the height and material of the fence surrounding the outdoor play area prior to building permit application or foundation permit.

### **Chapter 4.12 Parking and Loading Standards**

**Staff Comment:** The parking plan for the proposed development is described in the project narrative. The project provides 34 parking spaces. Per the Haymeadow PUD Guide, the project is required to have one spot per 300 square feet plus four drop off spaces, totaling approximately 24 parking spaces. While the drop off spaces are not marked on the site plan, the provided parking more than exceeds the minimum standard. The off-street parking stalls are 9 feet wide and 19 feet long, except for the ADA accessible parking spot that is 8 feet wide plus the access aisle. The applicant has not yet identified where on-site electric vehicle (EV) charging will be provided as required by Section 4.12.040.I., which states that “on-site electric vehicle charging shall be provided in compliance with the Colorado Model Electric Ready and Solar Ready Code as applicable to the Town”. The Town has adopted an Energy Efficiency Offset Program (EEOP) into the Building Code. Staff is including a condition of approval for on-site EV charging.

The Haymeadow PUD Guide is silent on bike parking standards for a childcare center, so this standard is deferred to the Town’s Land Use Code (LUDC). For the School, Preschool or Nursery >15 kids at capacity use, the LUDC requires a minimum of 2 spots plus 1 per 20 students at capacity for short term bike parking, and a minimum of 2 plus 1 per 20 employees of long-term bike parking. The applicant has proposed short-term racks to accommodate 25 bicycles, located adjacent to the entrance, far exceeding the code requirements for short-term bike parking. Staff was not able to ascertain where long-term secured/weatherized storage will occur, so a condition of approval is needed.

The intersection of the access way with a public street is approximately 113 feet from the side lot line and the access way between the public street and the parking area is approximately 24 feet wide. Landscaping and pavement curbs clearly define the access way. Additionally, access is provided so vehicles can enter and exit unrestricted in forward drive. Both the grade and the drainage plan for the parking lot have been examined by the Town’s Engineering staff and have been determined to be sufficient. Snow storage is indicated on the Site Plan provided in the [Engineered Site Plan on page 4](#) showing two parking spots immediately to the east of the trash enclosure. The site plan within the Engineered Site Plan indicates the parking lot will be surfaced with asphalt.

Conditions of Approval:

3. If the applicant is required to make changes to the parking plan, those changes will be reviewed administratively at time of building or foundation permit.

4. The applicant shall demonstrate that their long-term bicycle parking meets the intent of the Association of Pedestrian and Bicycle Professionals (APBP) Essentials of Bike Parking guidelines through secure and weather protected measures.
5. The applicant shall provide an access agreement for the driveway and utility lines.

#### **Chapter 4.13 Outdoor Lighting**

**Staff Comment:** The applicant provided a photometric plan that listed the fixture types and provided the manufacturer specification sheets for the fixtures. In the photometric plan ([page E1.1 of the DRB Submittal](#)) the applicant indicates that all light sources will be concealed or shielded with an IESNA full cut-off style fixture to prevent light trespass onto adjacent properties. Additionally on page E1.1 they have indicated that all lights will be controlled via photocell and timer. The parking lot average illumination is 0.4-foot candles, under the maximum 3-foot candles. Furthermore, the parking lot light poles do not exceed the maximum height of 25 feet, and this lighting is designed to be lighted from the outside perimeter inward. None of the light fixtures proposed exceed a correlated color temperature (CCT) above 3000 Kelvin. The proposed fixtures and lighting plan meet the standards of Chapter 4.13.

#### **Chapter 4.14 Sustainability, Resilience, and Hazards**

##### **Geologic Hazards**

**Staff Comment:** Within the application materials, the applicant provided [an evaluation letter from HP Geotech](#) that addressed the debris flow and flood mitigation design information pertinent to Neighborhood A1 at Haymeadow. This letter determined the proposed improvements at that time of subdivision would not increase the potential geologic hazards to other properties or structures. The initial Geologic Hazards Evaluation Letter requirement has been waived per Section 4.14.030.E.2.d because the project area was included in a full geologic hazards analysis during subdivision approval. Soils testing and additional analysis required by the Building Code will be reviewed by the Town during the building or foundation permit process.

##### **Wildlife Habitat**

**Staff Comment:** A wildlife study for the Haymeadow property was reviewed at the time of annexation and identifies the need for a comprehensive wildlife mitigation plan to be prepared at the preliminary plan stage. That plan has not yet been reviewed or approved. The Mountain Tots childcare center is a use-by-right within the applicable filing and does not independently trigger additional wildlife mitigation.

##### **Water Body and Riparian Area Buffer**

**Staff Comment:** The property is not within the 100-year floodplain nor is it within proximity to any natural waterway. The proposed project meets the standards of Section 4.14.050.

#### **Chapter 4.15 Subdivision Design and Improvement Standards**

**Staff Comment:** The proposed development meets the criteria laid out in Section 4.15.101.A regarding zone district dimensional standards and providing a readily accessible building site for structures. Vehicular access is being provided at the southern portion of the property and there are two paved connections to the pedestrian trail system in Haymeadow along the western and eastern sides of the property.

#### **Chapter 4.16 Signs**

**Staff Comment:** While general sign locations have been depicted on the provided plan sets, the applicant clarified they will be submitting formal sign permit application materials at a future date. Staff subsequently did not review any proposed signage as part of this application.

**STANDARD #2: *Previous approvals.*** The development plan is consistent with any previously approved and still valid land use approvals, such as a plat or PUD.

**Staff Comment:** The proposed development is located within the Haymeadow PUD in Filing 2, Lot A. The PUD designates childcare center as a use by right in the Residential One Zone District and meets the PUD's zoning requirements. Staff finds that the proposed development is consistent with this land use approval.

**STANDARD #3: *Comprehensive Plan.*** The development plan is consistent with the Comprehensive Plan and other adopted special area or corridor plans.

**GOAL 1-2. EXPAND AND DIVERSIFY THE TOWN'S ECONOMIC OPPORTUNITIES.**

1-2.1 Providing opportunities that increase the likelihood of the Town's citizens to work within Eagle.

1-2.5. Provide opportunities for a balanced mix of housing and services to support local businesses, employees, residents, and visitors.

1-2.9. Create a positive business environment that encourages (re)investment and expansion.

1-2.11 Encouraging childcare and infant care facilities in commercial, mixed-use, and residential neighborhoods as appropriate.

**GOAL 2-8: POLICIES FOR THE BRUSH CREEK CHARACTER AREA (SHOWN ON MAP): INCLUDING PROPERTIES ALONG THE EAST AND WEST SIDES OF BRUSH CREEK ROAD TO THE SOUTHERN END OF THE URBAN GROWTH BOUNDARY.**

2-8.4. New development should create connections to existing trails and pedestrian areas within the Brush Creek character area, where appropriate.

**Staff Comment:**

The provision of childcare within the Haymeadow subdivision supports several key objectives of the Eagle Comprehensive Plan. As Haymeadow continues to grow, locating a childcare facility within the neighborhood directly benefits the expanding residential base and increases the likelihood that Eagle residents can both live and work within the community. Access to childcare remains a significant challenge nationwide and is particularly acute in mountain communities such as Eagle. Expanding childcare capacity supports local businesses, employees, and families by creating conditions that allow residents to remain in the community long-term.

Mountain Tots Preschool has served Eagle for decades, and their proposal to reinvest in and expand their facility reflects the Town's goals of fostering a strong local economy and encouraging the reinvestment and retention of valued community institutions. Integrating this facility directly into the Haymeadow development further advances Comprehensive Plan objectives related to neighborhood design by placing childcare and infant care services within walking and biking distance of surrounding homes. This contributes to neighborhood vibrancy, supports multimodal travel options, and strengthens the daily-use mix envisioned for the Brush Creek character area.

The development includes two sidewalk connections, one on the west and one on the east side of the structure, that tie the facility into the Haymeadow pedestrian and trail network. These connections enhance walkability and reinforce the Plan's emphasis on creating connected, accessible neighborhoods.

## **STAFF RECOMMENDATION**

Staff recommends APPROVAL WITH CONDITIONS of Mountain Tots Major Development Permit, File #DR25-07 based on compliance with Chapters 4.09, 4.10, 4.11, 4.12, 4.13, 4.14, and 4.15 of the Municipal Code, the Fifth Amended Haymeadow PUD Guide, and that the application is supported by the goals and policies in the 2021 Amended Elevate Eagle Comprehensive Plan.

---

## **PLANNING AND ZONING COMMISSION POTENTIAL MOTIONS**

Below are the Planning and Zoning Commission options related to DR25-07:

1. Approve the application with no conditions.
2. Approve the application with conditions.
3. Continue (table) the application. (Provide staff and the applicant details regarding information needed for a decision).
4. Deny the application. (Cite all Code sections and/or Plan policies that resulted in motion for denial)

---

## **RECOMMENDED MOTION**

A motion to approve with conditions Resolution 01, Series 2026, approving the major development permit to construct a 7050 square foot preschool facility.

---

## **FINDINGS OF FACT**

The application for File #DR25-07 meets the requirements of Title 4 of the Municipal Code and substantially supports the 2021 Elevate Eagle Comprehensive Plan.

---

## **IF APPROVED, THE P&Z AND COUNCIL MAY CONSIDER THE FOLLOWING SUGGESTED CONDITIONS OF APPROVAL:**

1. The applicant shall provide the manufacturer's specification sheet for the stucco at time of building or foundation permit. Stucco spec sheet must make note of the materials' ability to withstand the local climate.
2. The applicant shall specify the height and material of the fence surrounding the outdoor play area prior to building permit application or foundation permit.
3. If the applicant is required to make changes to the parking plan, those changes will be reviewed administratively at time of building or foundation permit.
4. The applicant shall demonstrate that their long-term bicycle parking meets the intent of the Association of Pedestrian and Bicycle Professionals (APBP) Essentials of Bike Parking guidelines through secure and weather protected measures.
5. The applicant shall provide an access agreement for the driveway and utility lines.

---

## **ATTACHMENTS:**

- Resolution 01, Series 2026