



AGENDA
Planning & Zoning Commission
Tuesday, September 1, 2020
6:00 PM

ON-LINE MEETING

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

PUBLIC WIFI - TOEG – townofeagle2019

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

- Virtual Meeting Procedure
- [Register in advance for this meeting here.](#)
- Public comments can be made when the Chair opens the public comment. Please prompt through Zoom to raise your hand and you will be called on when it is your turn.
- All public attendees will be muted during the meeting, unless the Chair or meeting facilitator invites them to speak live during the meeting.
- Meetings are recorded and will be published on the Town's web page.
- For technical difficulties, please email peyton.heitzman@townofeagle.org and we will do our best to assist you.

6:00 PM - REGULAR MEETING CALLED TO ORDER

APPROVAL OF MINUTES *Approval of the minutes from the August 4, 2020 meeting of the Planning and Zoning commission.*

1. Minutes dated August 4, 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.

WORKSESSION

1. Elevate Eagle, Chapter 6 Action Items Worksession

TOWN COUNCIL MEETING REVIEW

Staff update to the Planning & Zoning Commission on recent decisions made by the Town Council on various Land Use files.

COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

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

1. Monthly Department 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.



Jessica Lake
Planner I



MINUTES
Planning & Zoning Commission
Tuesday, August 4, 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))

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

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6:00 PM - REGULAR MEETING CALLED TO ORDER

Commissioner McFall called the meeting to order at 6:05pm.

COMMISSIONERS PRESENT

Robert Townsend, Lani Webb, Jesse Gregg,
Brent McFall

COMMISSIONERS ABSENT

Bill Nutkins, Matthew Hood, Kyle Hoiland, Charlie
Perkins

STAFF

Chad Phillips – Community Development Director
Angie Kyle - Administrative Tech II
Jessica Lake - Planner I
Peyton Heitzman – Planner I

APPROVAL OF MINUTES *Approval of the minutes from the July 21, 2020 meeting of the Planning and Zoning commission.*

1. Minutes dated July 21, 2020

MOTION: COMMISSIONER JESSE GREGG MOTIONED TO APPROVE THE MINUTES. MOTION WAS SECONDED BY COMMISSIONER ROBERT TOWNSEND AND PASSED WITH A VOTE OF 6 (TOWNSEND, WEBB, AND GREGG) IN FAVOR, 1 ABSTAINED (COMMISSIONER MCFALL), 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 five (5) minutes per person.*

Commissioner McFall opened public comment at 6:08. There was no public comment.

WORKSESSION

Chair Hood and Commissioner McFall will not be present at the next meeting on August 18th

MOTION: COMMISSIONER LANI WEBB MOTIONED TO APPROVE COMMISSIONER JESSE GREGG AS ACTIVE CHAIR IN THE ABSENCE OF CHAIR HOOD AND VICE CHAIR MCFALL AT THE AUGUST 18th PLANNING AND ZONING MEETING. MOTION WAS SECONDED BY COMMISSIONER ROBERT TOWNSEND AND PASSED WITH A UNANIMOUS VOTE OF 4 (TOWNSEND, WEBB, MCFALL, AND GREGG) IN FAVOR AND 0 OPPOSED.

1. Comprehensive Plan, Chapter 5 staff revisions

Chad Phillips went over the progress of the Comprehensive Plan thus far (see PowerPoint in Agenda Packet). He recommended P&Z Commissioners to email any verbiage they would like to see revised.

- Character Areas, the gateways were combined into one. A map will be created to show these:
 - West Eagle Sub Area Plan (2011)
 - Eagle River Corridor Plan (2015)
 - East Eagle Sub Area Plan (begin '20)
 - HWY 6 Corridor Sub Area Plan (begin '20)
- 2010 Plans that were not included in the Elevate Eagle Goals:
 - Economic Health
 - Historic Preservation/Character
- Hypotheticals addressed for the following:
 - Rezoning request on Wall Street from CBD to RMF
 - Add Commercial or light industrial on the south side of town (PUD)

DELIBERATION

Commissioner McFall addressed the criteria in character areas. He commented that it helps provide guidance to P&Z when reviewing an application but does not help guide to one inevitable conclusion.

Commissioner Gregg agrees that it leaves it open to interpretation on both sides. He thinks that there may be too many applicable policies in these areas and suggested to narrow them down.

Mr. Phillips believes that it's best to be as clear as possible even as a guiding document.

Commissioner Townsends confirmed that this is a 10-year plan and that it's good to have some generalized because things can change in 10 years.

Mr. Phillips brought up the issue of oversaturation of commercial and the difficulty of having two town centers in a town the size of Eagle.

Commissioner McFall addressed the overabundance of commercial space. He said to try and force businesses to Wall Street is unrealistic when the businesses should be located on Broadway, not Wall Street. He also mentioned that with COVID-19, there are more people working from home and less places needed for office space.

Jessica Lake added that there could be an added flexibility that isn't currently available. She suggested that, Wall Street and Capitol Street are likely going to be residential which will encourage Broadway as the focus for commercial. But by leaving flexibility in, it will allow commercial on Wall Street or Capitol in the future.

2. Lighting Standards dated September 14, 2012

Staff reviewed the Lighting Standards revision and that it needs updating. She suggested that the Town of Frisco has a great plan that the Town could use as a reference to update the current policy.

Commissioner Webb agreed that she would like to review Frisco's policy.

Commissioner McFall, Commissioner Gregg, and Commissioner Townsend agreed that there isn't a need to reinvent the wheel and suggested referencing Frisco's Standards to update Eagle's Lighting Standard policy.

TOWN COUNCIL MEETING REVIEW *Staff update to the Planning & Zoning Commission on recent decisions made by the Town Council on various Land Use files.*

Land Use File CT20-02 was approved by Town Council.

The ownership for Red Mountain Ranch changed and so the petition for annexation was refiled to updated the ownership.

There was a reimbursement agreement between the town and Willy and Nancy Powell.

Town Council adopted an ordinance for mobile vending which, in the short term, Community Development department will be managing and facilitating. These applications will be administrative approvals.

No updates to making the P&Z or Town Council meetings in-person. The town is working to make this optional to be in-person or virtual but, for now, will continue to be virtual until further notice.

COMMUNITY DEVELOPMENT DEPARTMENT UPDATE *Staff update to the Planning & Zoning Commission on recent work and upcoming files.*

1. Monthly Community Development Update

Staff met with Logan Simpson to move forward with both the Comprehensive Plan and Code update. Based on the schedule, Logan Simpson is planning to complete the Comprehensive Plan and the adoption by the end of the year.

The Code Update is beginning and Chad when over the steps discussed with Logan Simpson for the update.

OPEN DISCUSSION

Broadway Station and Talon Flats have broken ground.

Mr. Phillips had a meeting with the buyers of Hockett Gulch who are under contract and expected to close in the next 3 weeks.

The town did not support the Haymeadow fact sheet that was circulated and asked the developer to revise the handout.

ADJOURN

MOTION: COMMISSIONER JESSE GREGG MOTIONED TO ADJOURN. MOTION WAS SECONDED BY COMMISSIONER LANI WEBB AND PASSED WITH A VOTE OF 4 (TOWNSEND, WEBB, GREGG, AND MCFALL) IN FAVOR AND 0 OPPOSED.

CHAPTER 6

ACTIONS

Goals, Strategies, and Actions

The goals and strategies in this section support and advance the Town's vision (see Chapter 3). It serves as the work plan and provides policy guidance along with timelines and responsibilities for implementation. Goals encompass the opportunities identified through public outreach, and articulate a desired ideal and a value to pursue. Supporting strategies are specific and provide examples of implementation of each goal.

Actions serve as a series of specific steps to be taken by the Town and community partners to achieve the community's vision and goals. Because implementation can take time, Town leaders and staff should reassess and prioritize these action items annually. Implementation measures may be adjusted over time based on availability of new or improved information; changing circumstances; and anticipated effectiveness, so long as they remain consistent with the intent of this Comprehensive Plan.

There are three broad categories of actions:

1. **Regulatory Reform (R).** Development regulations and standards may need to be updated to ensure consistency with the goals and objectives of the Comprehensive Plan and includes changes and updates to zoning and land use regulations and design and signage guidelines and standards.
2. **Supporting Plans and Studies (P/S).** Specific projects or initiatives may require additional analysis and direction at a more detailed level than within this Comprehensive Plan; and include feasibility studies; master and/or subarea plans, environmental or transportation master plans, or additional funding studies.
3. **Capital Projects (CP).** Major infrastructure investments are specifically relevant to the implementation of the Comprehensive Plan goals and strategies, but should be considered in conjunction with other capital improvements to determine priorities, project efficiencies, and timing of expenditures.

There are three levels of anticipated cost associated with each action:

1. **Low Cost (L).** Anticipated cost of less than \$20,000
2. **Medium Cost (M).** Anticipated cost of \$20,000 - \$100,000
3. **High Cost (H).** Anticipated cost of more than \$100,000

There are three categories of anticipated time-frame for completion of each action:

1. **Short Term (ST).** 0-5 Years
2. **Mid Term (MT).** 5- 10 Years
3. **Long Term (LT).** 10-20 Years or more

ELEVATING OUR INCLUSIVE CULTURE

Our Vision

The Eagle community is defined by our welcoming spirit, our appreciation of our neighbors, and support of one another.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.2	Research available incentives and identify the most appropriate options for developers to provide affordable housing.	P/S	L	ST	Town / private sector	Economic Development Eagle County
1.2	Develop a program to educate community members about existing affordable housing opportunities (i.e. inclusionary residential requirements for local employees) and down payment assistance programs.	P/S	L	ST	Town, Chamber / Eagle County	
1.2	Initiate an Affordable Housing Study specific to Eagle to identify the following: - ratio of local jobs to affordable workforce housing units; - availability of affordable housing stock; - local demand for affordable housing; - identify opportunities for senior housing and identify senior housing needs; - status of down payment assistance funds; - availability and use of programs to educate potential home buyers; - status of current regulatory issues; and - community developed solutions that incorporate federal, state, and local programs and resources.	P/S	L-M	MT	Town, Eagle County, ECHA, private sector, employers, state/federal entities	Planning
2.2	Improve signage to draw visitors off of I-70 and US Highway 6 to the Town's unique places (wayfinding).	CP	M-H	MT	Town, Chamber, CDOT, private sector	
2.2	Utilize the existing Economic Vitality Committee to oversee economic development and marketing strategies contained within this Plan, and monitor key indicators of the local economy. - Identify and attract businesses and trades that fulfill the Town's potential local niche markets. - Capitalize on Eagle's proximity to I-70 and the airport by expanding and marketing tourist amenities.	P/S	L	S-MT	Town / Chamber	Town Manager & EVC

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
	Update West Eagle Sub Area Plan after Hwy 6 Study and Brush Creek Road Extension: Collaborate with Eagle County to provide a Continuum of Care Retirement Community with associated living facilities in the area.				Town / Eagle County	Town Manager / Planning

ELEVATING OUR UNIQUE CHARACTER

Our Vision

The Town of Eagle's eclectic neighborhoods, framed by Castle Peak, the Sawatch Range, and the Eagle River, provide the ideal setting to celebrate our western heritage and adventurous spirit.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
2.2	Implement financing districts (i.e. BIDs, TIF) for areas such as the US Highway 6 corridor.	R, P/S	L	ST	Town / DDA	Town Manager / DDA
1.1	Investigate the formation of funding mechanisms for Downtown improvements and redevelopment (i.e. BID or TIF district).	R	L	ST	Town	Town Manager / EVC / Chamber?
1.1	Address parking Downtown (e.g. site identification for public parking opportunities; fee-in-lieu of parking within the Downtown core; ease of parking requirements to encourage redevelopment; increased shared parking areas; investigation into a parking app, etc.).	R, P/S	L-M	ST	Town	Planning / PUBLIC WORKS/ EPD
1.1	Encourage Downtown businesses to expand business hours.	P/S	L-M	ST	Chamber	EVC
1.1	Work with property owners along Broadway and within the larger CBD to maintain, improve, and/or sell properties for redevelopment.	P/S	L-M	S-MT	Chamber	EVC / Economic Development
1.2	Establish an Arts Committee/Board that would oversee identification and installation of public art.	R	L	ST	Town	Town Manager / Town Council / EVC
1.2	Identify funding options for an Arts Program (e.g. portion of sales tax).	R	L-M	S-MT	Town	Town Manager
1.2	Create an overall Art Master Plan to identify key locations for placement and priority.				Town	Town Manager / Arts Committee
1.2	Continue to cultivate a creative placemaking strategy.	P/S	L	S-MT	Town	Town Manager
1.2	Consider repurposing the old Town Hall.	CP	M-H	M-LT	Town	Town Manager
1.3	Continue to promote and expand community events and festivals through the Town website, social and print media, and private partners.	CP	L-M	ST	Town, Chamber, news agencies, private sector	Special Events, PIO/Comm. Committee,
1.3	Identify multi-use spaces such as Broadway, or additional sites for plazas, parks, and open space that	P/S, CP	L-H	ST-LT	Town, Chamber, private sector	Special Events,

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
	can be used or enhanced for use as temporary event spaces.					PIO/Comm. Committee,
2.1	Create design standards that aim to identify key characteristics to preserve and enhance key areas of Eagle including Downtown, the Eagle River Corridor, and the US Highway 6 Corridor.	R	L	S	Town	Planning
2.1	Balance the need to preserve historically significant structures when considering redevelopment opportunities.	R	L-M	S	Town, ECHS, private sector	Planning
2.2	Develop specific residential and non-residential design standards that are unique to Eagle and support the existing eclectic character.	R	L	ST	Town	Planning
3.1	Implement a unique trail wayfinding system.	CP	M-H	MT	Town	Open Space / PUBLIC WORKS/ Planning
3.2	Update the Town's Wayfinding, Signage and Gateway Guiding Document.	P/S	L	ST	Town	TOWN MANAGER/ Planning
4.1	Update and enhance the design of gateways from I-70 and along US Highway 6 from the east and west through the addition of landscaping, signage and public art.	P/S, CP	L-H	S-LT	Town, CDOT	Planning / PUBLIC WORKS/ TM,
4.1	Design streetscapes to include a set of common design elements for the Town, building on the Town's unique character and sense of place.	R, CP	L-H	S-LT	Town	Planning / PUBLIC WORKS/ TM
	Execute an inter-governmental agreement between Eagle County, the Town of Gypsum and the Town of Eagle that identifies strategies and responsibilities to foster orderly and efficient development in the area, maintaining buffers of rural land between the communities of Gypsum, Eagle and Wolcott.				Town, Gypsum, Eagle County	Town Manager
	Utilize sub-area planning to identify additional areas within the Town where mixed use would be both viable and desirable. Evaluate utility and road upgrades that will be necessary for increased densities and/or intensities of use. Do not allow mixed use until data has been collected and utilities and road upgrades have been identified based on increased densities and intensities of use.				Town	Planning / Public Works
	Prepare a Chambers Avenue Sub Area Plan to address new influences and opportunities in the area served by this important connector roadway. Periodically update existing design guidelines in the Chambers Avenue Area to ensure conformance with desired outcomes.					
	Utilize public input to identify and map visually sensitive areas and iconic viewsheds and view corridors.				Eagle County GIS / Open Space	

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
	Identify specific redevelopment and infill opportunities on vacant or under-utilized lots in otherwise built-up areas through future sub-area planning efforts.					Planning
	Evaluate and update the Master Plan for the County's Fairgrounds property, incorporating design guidelines to improve the appearance of structures and facilities and landscaping.					Planning

ELEVATING OUR ADVENTUROUS LIFESTYLE

Our Vision

The Town of Eagle offers the opportunity to explore, live, and work in a community surrounded by our vast outdoor playground.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.1	Develop a Town brand that reflects the entire community.	P/S	L-M	ST	Town, Chamber	Special Events / Marketing / PIO
1.1	Market each season's differing attractions.	P/S	L	ST	Town, Chamber, EO	Special Events
1.1	Promote Downtown and Eagle Ranch in visitation and tourism media.	CP	M	ST	Town, Chamber, EO, private sector	Special Events,
1.2	Develop a new zoning category and associated standards for commercial campgrounds within the Land Use and Development Code and identify potential future locations for these amenities	R	L	ST	Town	Planning / Town Manager
2.1	Create an incentive program to encourage local lodging in and near the Downtown area.	R	L-H	MT	Town, Chamber	Town Manager
2.1	Develop a strategy to balance traditional lodging with alternatives (vacation rentals, bed and breakfasts, and boutique hotels).	R	L	ST	Town, Chamber	Planning / Town Manager
3.1	Update parks, open space, and trail requirements to focus on connecting residents to recreational amenities, local, and regional destinations, or existing trail systems. - Maintain a trail maintenance and expansion program. - Maintain and enhance existing parks.	R	L	ST	Town	PUBLIC WORKS/ Open Space
3.1	Continue to work with Mountain Recreation Metropolitan District (MRMD) to prepare a detailed Recreation Master Plan that addresses the importance of both dispersed and organized recreational activities and supporting amenities, facilities, and programs.	P/S	L	ST	Town, MRMD	Planning / Town Manager
3.1	Develop a multi-use trail along the Eagle River.	CP	M-H	S-MT	Town	Public Works / Town Manager
3.1	Continue to execute existing master planning for recreation facilities, open space, trails, and Eagle River corridor.	P/S	L	MT-LT	Town	Open Space

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
3.2	Develop a trail and open space master plan to identify desired enhancements to existing or proposed Town trails.	P/S	L	ST	Town	Open Space
3.2	Pursue funding for trail maintenance and enhancement and for the construction of new trails.	P/S	L	S-MT	Town	Town Manager
3.2	Continue coordination with the BLM on trail network expansion.	P/S, CP	L	ST	Town, BLM	Open Space
3.3	Identify desired enhancements to existing or proposed Town parks.	P/S	L	ST	Town	Town Manager / Open Space
3.3	Pursue funding for park maintenance and enhancement and for the construction of new parks.	P/S	L	S-MT	Town	Town Manager / Open Space / PW
3.3	Complete phase two of the Eagle River Park.	CP	M-H	S-MT	Town	Public Works / Town Manager
4.1	Create a plan for the preservation of existing open space within Town boundaries.	P/S	L	S-MT	USFS, CPW, private sector	Open Space
4.1	Explore methods for acquiring and preserving land that is valuable for recreational purposes through: - acquiring conservation easements; - preserving open space through development negotiations and/or exactions; - requiring/creating buffers between development and adjacent public lands; - promoting a transfer of development rights (TDR) program; and - promoting lease-back arrangements.	R	L	ST	County, MRMD, CPW, USFS, BLM	Town Manager?
5.1	Use a variety of techniques such as development incentives, acquisition of development rights, and donation of easements to preserve, enhance and/or acquire such access.	R	L	S-MT	Town, USFS, CPW, BLM	Town Manager
5.1	Work with stakeholder groups to identify and map existing and desired access points to public lands, rivers and streams.	P/S	L	S-MT	Town	GIS / PW
5.2	Encourage development applications or annexation proposals for property adjacent to public lands to include appropriate public access where appropriate. Development applications and annexation proposals for property adjacent to public lands shall include appropriate public access. Policy?	R	L	ST	Plan Policy	

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
5.3	Develop programs to educate citizens on appropriate use of public lands, including the need for seasonal closures to protect wildlife.	P/S	L-M	S-MT	Town, USFS, CPW, BLM	Open Space
	Identify enhancements to existing or proposed Town parks and trails. Recommended improvements include, but are not limited to: 1) Improved access to the Eagle River through town. 2) The development of a park and connecting trails at the confluence of Brush Creek and the Eagle River. 3) Expanding parks and trails to keep pace with a growing community. 4) Expanded linkages to and extensions of the Eagle County (ECO) Regional Trails Plan. Work with the Eco Trails Committee to identify needs and construct new trails.				Open Space & Committee	Open Space
	Secure public rights-of-way, for existing or new access to public lands.				Town	Public Works

ELEVATING OUR RELATIONSHIP WITH THE ENVIRONMENT

Our Vision

The Town of Eagle celebrates and preserves a unique connection with our environment by minimizing growth impacts to our water and wildlife resources.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.2	Identify and protect wildlife habitats and movement corridors.	P/S	L-M	S-MT	Town , County, CDOW, USFW	
1.2	Identify natural hazards and environmentally-sensitive lands.	P/S	L-M	S-MT	Town County, USFS, FEMA	
1.2	Utilize wildlife habitat and movement corridor information to identify open space priorities.	P/S	L-M	S-MT	Town , County, CDOW, USFW	
1.2	Require the identification, mapping, and mitigation/inclusion of critical wildlife habitats and ecosystem connections within open space.	R	L	ST	Town	Open Space & Committee
2.1	Develop a maintenance plan that addresses erosion and degradation of paved and soft path trails.	P/S	L	S-MT	Town	Open Space / PW
2.1	Where social or informal trails exist, proper signage should direct users to use the established trail systems.	P/S, CP	L-M	S-MT	Town	Open Space / PW
2.2	Identify key access points along the Eagle River for recreation and provide wayfinding, signage and parking at only these key locations.	P/S, CP	L-H	S-MT	Town , FEMA	PUBLIC WORKS / OS
3.1	Prioritize energy-efficient upgrades in all Town buildings, facilities, and street lighting.	CP	H	M-LT	Town	PUBLIC WORKS
3.1	Evaluate the feasibility of utilizing local renewable energy resources, (e.g. wind, solar, or geothermal).	P/S	L-M	S-MT	Town	TOWN MANAGER/ PUBLIC WORKS
3.3	Develop a detailed tree inventory.	P/S	L-M	MT	Town	PUBLIC WORKS
3.3	Require appropriate and timely re-vegetation of graded and excavated areas.	R	L	ST	Town	PUBLIC WORKS
3.3	Continue to leverage Tree City USA and technical assistance including grants.	P/S	L	ST	Town	TOWN MANAGER/ PUBLIC WORKS

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
3.4	Adopt progressive building and construction codes and high standards related to energy efficiency and materials conservation.	R	L	ST	Town	Building / Town Council
3.5	Provide information through the Town of Eagle and Eagle County website and government sponsored brochures, press releases and events, as well as other outlets.	R	L-M	S-MT	Town, County, Chamber, private sector	
3.5	Implement incentives for improving energy efficiency within existing buildings such as rebates for building retrofitting.	R	L	ST	Town	TOWN MANAGER/ Public Works
4.1	Develop a Hazard Mitigation and Resiliency Plan to address wildfire and flood mitigation and response through coordination with state and federal agencies.	P/S	L-M	ST	Town, County, USFS, FEMA, BLM	TOWN MANAGER / PD?
	Evaluate existing land use patterns within the planning boundary to identify areas where compatibility may be an issue, and develop plans to remedy compatibility issues over time.				Town	Planning
	Implement best management practices to minimize impacts to local air quality from asphalt, concrete and gravel mining operations.				Town	PUBLIC WORKS
	Implement best management practices to minimize impacts to local air quality from unpaved roads in the area and from the sanding of roads through winter months.				Town	PUBLIC WORKS
	Work with USGS to monitor water quantity and quality by utilizing the Eagle River Watershed Retrospective Assessment Program.				Town	PUBLIC WORKS
	Maintain and enhance in-stream flows in rivers, creeks, and streams within the Eagle Planning Area.				Town	PUBLIC WORKS
	Utilize "Best Management Practices" to minimize impacts from point source and non-point source runoff.				Town	PUBLIC WORKS
	Work with public land and other involved management and service agencies to ensure high quality potable water at the Town's water treatment plants by reducing wildfire potential in source water areas.				Town	PUBLIC WORKS
	Enforce a setback from streams, rivers, wetlands and riparian vegetation based on site-specific analysis that is sufficient to protect surface and ground water quality, wildlife habitat, regional ecosystem integrity, viewsheds and dispersed recreational opportunities, as applicable.				Town	PUBLIC WORKS
	Educate and assist landowners in the protection of river/stream corridors and wetlands.				Town	PUBLIC WORKS
	Implement vegetation and tree protection standards which require developers to document the extent and type of high quality vegetative cover on a site, and implement strategies to protect and preserve such cover to the greatest degree practicable.				Town	PUBLIC WORKS

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
	Secure and expand funding sources for the protection of wildlife from agencies like the Colorado Division of Wildlife, the Natural Resources Conservation Service, Great Outdoors Colorado, the Rocky Mountain Elk Foundation, the Mule Deer Foundation, and the Eagle Ranch Wildlife Trust.				Town	TOWN MANAGER
	Work to achieve a community design that encourages walking, bicycle and public transit usage. Policy?				Town	Planning / Public Works
	Track planned and actual water demands within the comprehensive plan so that the overall trend of water use can be seen compared to any long-term water budget.				Town	Planning / Public Works

ELEVATING OUR CONNECTIONS

Our Vision

The Town of Eagle strives to offer a variety of technology, communication, and transportation choices to connect our community, locally and globally.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.1	Provide carpool incentives.	P/S	L-H	S-MT	Town, CDOT, ECO Transit	
1.1	Identify areas for drop-off/mobility hubs at each unique place within Town - Coordinate with ECO Transit on bus route expansion and/or decrease in headway times. - Work collaboratively to secure the necessary funding for an efficient user-friendly local and regional public transit system. - Tie transit centers into the drop off/mobility hubs.	P/S, CP	L-H	S-MT LT	Town, CDOT, ECO Transit, private sector	Town Manager
1.3	Enhance wayfinding at roundabouts.	CP	M-H	MT	Town, Chamber, CDOT	Department?,
1.3	Promote compact development, allowing increased residential, retail and mixed use densities in areas close to transit stops. Policy?	R	L	ST	Town, ECO Transit	Planning
1.3	Create a policy to allow installation of bicycle racks to offset parking requirements.	R	L	ST	Town	Department?
2.1	Conduct a US Highway 6 Corridor Study to evaluate street access, potential expansion, access control, land use patterns, and streetscape design guidelines.	P/S	L-M	ST	Town, CDOT, ECO Transit	Planning/Engineering
2.2	Develop a town-wide traffic plan that can leverage funding from partners and developers to make improvements to circulation of traffic in and around Eagle.	P/S	L-M	S-MT	Town, CDOT, ECO Transit	Engineering
3.1	Obtain traffic studies for the following areas: - between residential neighborhoods and commercial areas within the Town Center; - between West Eagle and the Town Center; - between the Town Center and businesses on Market Street; - between businesses and off-site destinations in the Chambers Avenue, - Sawatch Road and Nogal Road area; and - between the Eby Creek Subdivision and the Market Street area.	P/S	L-M	S-MT	Town	Department?

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
3.2	Design a set of improvement standards for different risk levels of intersections.	P/S	M	MT	Town, CDOT	Engineering
3.2	Develop a complete streets model for different classifications of roads as a standard.	P/S	M	MT	Town	Engineering
3.2	Develop a safe routes plan for pedestrian and bicycle travel through roundabouts. Implement wayfinding to assist in navigation.	P/S	L	MT	Town	Engineering
3.2	Prepare and work to implement a comprehensive sidewalk plan.	P/S, CP	L-H	M-LT	Town	Engineering
3.2	Create a parking management plan that implements maximum parking standards for key locations; incentives for shared parking and building-integrated parking; impact fee structures to fund parking structures and/or mobility hubs; and paid parking or time-limited parking.	P/S	L-M	S-MT	Town, Chamber, Public Works	EPD / Planning
3.3	Establish minimum densities for areas adjacent to transit drop off locations and/or mobility hubs.	R	L	ST	Town, CDOT, ECO Transit	Planning/LUC
	Plan transit improvements around a future community transit center to be located in a central location. Work to retain the Union Pacific Rail Corridor for future freight and public transportation.				Town	Engineering / Planning / Town Manager

ELEVATING OTHER THINGS...(ITEMS FROM 2010 THAT MIGHT NOT FIT INTO EE CHAPTERS BUT WORTH CONSIDERATION)

Our Vision

ST	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
ECONOMIC DEVELOPMENT						
	Utilize economic analysis data and potential tax revenues and housing needs in the development of land use plans for specific areas.					EVC
	Work to attract businesses that provide higher wage jobs. Policy?					
	Promote local, regional, and national retail that fits the desired character of the community and at a pace that is supportable by the community and surrounding region. Policy?					
	Attract viable businesses and trades specifically for Eagle and/or potential local niche markets. Policy?					
	Implement economic development programs including small business incubators, entrepreneurial training, business recruitment, business attraction and marketing incentives;				Town	TOWN MANAGER/ Economic Development Position
	Work to create more local jobs and additional outlets for goods and services; Policy?					
	Optimize commercial development. Determine factors that are preventing build-out of existing commercial centers					
	Retain the commercial and warehouse/distribution uses in the Chambers Avenue Area. Policy?					
	Implement the following revisions to the Town's Land Use and Development Code to address potential barriers to commercial and residential infill and redevelopment:				Town	Planning / LUC

ST	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
	1) Increase height allowances within the CBD to more easily accommodate three story buildings; and 2) Create more detailed intent statements for the CBD and CL Districts to focus on the integration of mixed-uses.					
HISTORICAL PRESERVATION						
	Identify, document and work to preserve historic sites and structures through local, state and national designation. Create register of local historic sites / buildings					
	Develop effective local sources of preservation funding and financial incentives.					
	Assist eligible property owners to obtain local, state, and federal preservation funding and financial incentives (for example, Certified Local Government status).					
	Create and utilize a detailed development review matrix to analyze development proposals and ensure they are reviewed in the context of the goals and objectives of all relevant master planning documents.					
PUBLIC INFRASTRUCTURE						
	Create programs and tracking mechanisms that maintain and monitor the condition of existing road, pipe and other service systems.				Town	PUBLIC WORKS
	Develop a prioritized plan for the rehabilitation of existing infrastructure and the construction of expanded infrastructure.				Town	PUBLIC WORKS
	Evaluate and implement as practicable mechanisms for the funding of infrastructure projects that are in already developed areas of town where infrastructure is deficient.				Town	PUBLIC WORKS
	Plan for infrastructure needs: • Prepare population and growth estimates and update periodically to anticipate infrastructure needs. • implement engineering studies and sub-area planning efforts to prepare accurate estimations • Prepare capital and service plans in advance of growth so as to anticipate the financial implications and be able to deal with growth impacts proactively rather than reactively				Town	TOWN MANAGER/ Financial

ST	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
.	Utilize and hold to appropriate phasing plans to ensure that the pace of growth does not exceed the Town's ability to provide the necessary services and infrastructure.					
	Require through an IGA or an MOU that applications for 1041 permits within the planning area boundary be mutually approved by the Town and County. Staff to confirm if completed.					
	Take steps to ensure that the necessary infrastructure and services will be provided concurrently with, or in advance of, the arrival of development impacts.				Town	PUBLIC WORKS/ Planning

ELEVATING OUR UNIQUE CHARACTER

Our Vision

The Town of Eagle's eclectic neighborhoods, framed by Castle Peak, the Sawatch Range, and the Eagle River, provide the ideal setting to celebrate our western heritage and adventurous spirit.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.1	Clarify regulations within the Land Use and Development Code (LUDC) regarding Accessory Dwelling Units (ADUs) for long-term rental and/or expand use allowance within a wider range of zoning categories.	R	L	ST	Town	Planning
1.1	Encourage additional, creative, infill housing opportunities by developing infill development standards in the LUDC.	R	L	ST		Planning
1.1	Redefine the boundaries of the CBD zone district encompassing the Downtown area - LUDC	R	L	ST	Town	Planning
1.1	Establish a new Downtown Overlay Zone District and associated standards within the Land Use and Development Code (LUDC).	R	L	ST	Town	Planning
3.1	Update the existing parks, open space, and trail standards within the Land Use and Development Code to support smaller, connected active spaces.	R	L	ST	Town	Planning / Parks & Rec/Open Space / Town Manager / PW
3.1	Update the Land Use and Development Code to require new development to provide pedestrian and bicycle connections to the existing parks and open space system.	R	L	ST	Town	Planning / LS / Open Space / PUBLIC

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
						WORKS/ TM
	Develop new design standards for parts of Town where they are currently lacking that address the following, at a minimum: character, building orientation, scale, massing, street alignments, architectural features, parking, lighting, signage, and streetscape improvements.				Planning / LS	
	Create visual quality and viewshed protection design standards for the Eagle Planning Area. (both Town and County) to assure the protection and/or enhancement of visual quality and view corridors through the development review process.					
	Protect the area's dark skies using the International Dark Sky Association standards as a guide to prepare local codes and design guidelines. Increase height allowances within the CBD to more easily accommodate three story buildings.				Planning / LS	Planning / LUDC
	Work to amend regulatory barriers that prevent the intensification of development in identified areas already served by Town infrastructure.					Planning / LUDC
	Implement rural design standards to maintain the historic agricultural character of homes and structures.					

ELEVATING OUR ADVENTUROUS LIFESTYLE

Our Vision

The Town of Eagle offers the opportunity to explore, live, and work in a community surrounded by our vast outdoor playground.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
5.2	For lands adjacent to public lands, require a pre-application consultation with relevant state and federal land management agencies to discuss issues such as appropriate travel/use restrictions, site development, seasonal closures and similar issues that would affect adjacent public lands.	R	L	ST	TOWN	

ELEVATING OUR RELATIONSHIP WITH THE ENVIRONMENT

Our Vision

The Town of Eagle celebrates and preserves a unique connection with our environment by minimizing growth impacts to our water and wildlife resources.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.1	Provide incentives (e.g. density bonuses) for new, condensed development.	R	L	ST	TOWN	Planning
1.1	Develop standards for infill and redevelopment.	R	L	ST	TOWN	Planning
1.1	Provide incentives to preserve environmentally-sensitive lands within the Town boundary (e.g. tax relief, flexibility in site development, and/or Transfer of Development Rights).	R	L	ST	TOWN	Planning
1.2	Avoid and/or severely restrict development on steep slopes, areas subject to geologic hazards (including areas harboring unstable or erosive soils), floodplain, and wildfire hazard areas.	R	L	ST	Town	Planning
1.2	Ensure development does not create or exacerbate exposure to natural hazards on adjacent properties.	R	L	ST	Town	Planning
2.2	Codify a general setback of 75 feet from the high water mark.	R	L	ST	Town, FEMA	Planning

	Use conservation easements to preserve agricultural and other private open lands resources.				Town	Planning / Public Works / Open Space
	Implement applicable policies and action items from the Eagle River Watershed Plan and Water Conservation Plan, including but not limited to education and conservation programs, enforcing stream setbacks, maintaining optimum stream flows, preventing and controlling erosion, managing storm water runoff, improving riparian habitat, and protecting ground water recharge areas.				Town	Public Works/Planning (just for setbacks/erosion control if that stays in title 4)
	Adopt as a minimum energy efficiency standards related to solar gain and shading, to include guidelines related to building orientation, roof designs, window orientation and design, landscaping and solar energy rights. Balance the desire for the appropriate utilization of passive solar design with the desire for attractive building form and architecture.					
	Implement and enforce regulations for excavation, mining and construction-related dust suppression.				Town	PUBLIC WORKS

ELEVATING OUR CONNECTIONS

Our Vision

The Town of Eagle strives to offer a variety of technology, communication, and transportation choices to connect our community, locally and globally.

Our Actions

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
1.1	Develop design standards to accommodate temporary parking for ride share programs, e-bicycles, and/or scooters.	R	L	ST	Town	Planning / Town Manager
	Allow flexible street design standards to promote efficiency and connectivity.				Town	Engineer / Planning
	Require new development to plan for postal delivery on-site, and encourage retro-fitting cluster boxes into already-built developments.					

ELEVATING OTHER THINGS...(ITEMS FROM 2010 THAT MIGHT NOT FIT INTO EE CHAPTERS BUT WORTH CONSIDERATION)

Our Vision

ST.	ACTION	TYPE	COST	TIME FRAME	RESPONSIBILITY	TOE LEAD
	Consider amending the Town of Eagle Land Use and Development Ordinance and Eagle County's Land Use Regulations to strengthen historic preservation efforts. Include an Ordinance in the Land Use & Development Code outlining historic preservation standards and requirements.					
	Encourage the use of historic features to influence the physical design of new development. Create design standards using historical form and features to influence design of new development.					



To: Planning and Zoning Commission

From: Chad Philips, Director, Community Development Department
Jessica Lake, Planner I, Community Development Department
Peyton Heitzman, Planner I, Community Development Department
Angie Kyle, Administrative Technician II, Community Development Department

Date: September 1, 2020

Agenda Item: Community Development Department Update

COMMUNITY DEVELOPMENT DEPARTMENT UPDATE:

Comprehensive Plan / Land Use Code Update

- Staff has bi-monthly meetings with Logan Simpson to discuss updates and progress with Elevate Eagle and the Land Use Code Update.
- Chapter 5 of the Comprehensive Plan was reviewed at the July 21st and August 4th Planning & Zoning Commission meetings.
- Staff is presenting Chapter 6 Action Items during the September 1st P&Z Commission meeting.
- Staff is scheduling a joint session between Town Council and the P&Z Commission to discuss the draft Comprehensive Plan on November 5th.
- Logan Simpson has drafted the Administrative Chapter of the Land Use Code, which staff has reviewed and will be discussing with Logan Simpson on August 31st.

Sub Area Planning

- Hwy 6 Corridor Study
 - The RFP closed August 8th.
 - A team of 3 staff members and 2 council members interviewed 4 of the 6 groups that submitted proposals the week of August 17th.
 - Internal discussion are still taking place to determine the RFP finalist.
- Red Development / Chambers East Sub Area Plan
 - The contract for this sub area plan should be finalized within the next week or two.

P&Z appointments

- The advertisement period has closed and staff is scheduling interviews/appointments at the upcoming Town Council meeting September 8th.

Community Core Software

- Planning staff is working on migrating land use files to the Community Core software. This software is currently used for building permits.



- This work will be ongoing for the foreseeable future.

A Planner of the Day schedule has been implemented to field zoning questions from the public. Staff received (20) questions in August; many of these questions require ongoing conversations.

APPLICATIONS IN PROGRESS:

Pre-Application Meetings:

- (2) pre-application meetings took place in August

Red Mountain Ranch

- Town Council approved a revised Petition for Annexation on July 28, 2020; the hearing date for Annexation, PUD and Final Plat has been set for September 22, 2020.
- The application has been publicly noticed for the Annexation, PUD and Final Plat.

Annexations

- (2) petitions for annexation are currently in various stages of the process, hearing dates for these annexations have not been set yet.

Noticed Files

- (1) file was publicly noticed in August
- (2) applications are anticipated to be received in September

Zoning Reviews – Building Permit Applications

- (2) residential zoning reviews in August
- (1) commercial zoning re-review in August

Code Enforcement

- Planning staff has (3) active Code Enforcement cases.
- Building staff has (1) active Code Enforcement cases.
- Staff has created an online complaint form that is available on the Town website.

TOWN COUNCIL:

- No applications were taken before the Town Council in August.