



MINUTES
Planning & Zoning Commission
Tuesday, January 5, 2021
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

1. 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 webpage.
- 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

Co-Chair Gregg called the meeting to order at 6:00pm.

COMMISSIONERS PRESENT

Jesse Gregg, Kyle Hoiland, Bill Nutkins, Robert Townsend, Lani Webb, Keegan Winkeller, Charlie Perkins (joined at 6:06)

COMMISSIONERS ABSENT

Matthew Hood

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 December 15, 2020 meeting of the Planning and Zoning Commission.*

1. Minutes dated December 15, 2020

MOTION: COMMISSIONER KYLE HOILAND MOTIONED TO APPROVE THE MINUTES. MOTION WAS SECONDED BY COMMISSIONER BILL NUTKINS AND PASSED WITH A VOTE OF 6 (GREGG, NUTKINS, TOWNSEND, WEBB, WINKELLER, HOILAND) IN FAVOR 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.

Co-Chair Gregg opened public comment at 6:02. There was no public comment. Public Comment closed at 6:03pm.

PUBLIC HEARINGS

1. Project: Haymeadow Filing 1, 1st Amendment
File # S20-01
Applicant: Brandon Cohen, Abrika Properties, LLC
Rick Pylman, Pylman & Associates
Location Haymeadow Filing 1 (a portion of the 660 acres along Brush Creek Rd)
Staff Contact: Jessica Lake, Planner I
Request: A request to update the final plat for Haymeadow Filing 1 to reflect as-built utilities and other minor adjustments.

STAFF PRESENTATION

Jessica Lake presented the file to request to update the final plat for Haymeadow Filing 1 to reflect as-built utilities and other minor adjustments. This project is an amended final plat, the original was approved by Council in the Spring of 2019. This amended plat revises easements from the first phase of construction, which included only infrastructure. This plat doesn't change any lot lines or densities within the project. Currently, the easements don't match up with the infrastructure that was installed; this is what this amendment seeks to address. The applicant provided staff with a version of the 2019 plat in which the changes were highlighted. This version was sent to other departments to aid in the review process.

The code does not specifically include a process to amend a final plat, but after discussions, staff determined that the final plat process was the most appropriate for this application. The Standards for Final Subdivision Plat are to Review for conformance with approved preliminary subdivision plan for compliance with the requirements for final subdivision plat. The Town's Engineer or surveying consultant shall compare the legal description of the subject property with the county records to ensure that: 1) The property described contains all contiguous single ownership; 2) The lots and parcels have descriptions which both close and contain the area indicated; and 3) The plat is correct in accordance with surveying and platting standards of the State.

Standard 1, Staff finds that the application is in general compliance with Code standards and is consistent with the final plat for Haymeadow Filing 1. Standard 2, The Town's surveyor has reviewed the legal

description and subsequent requirements and has provided comments. Staff is recommending a condition of approval for all staff/surveyor comments to be incorporated prior to recordation.

Staff recommends approval with conditions of file S20-01 Haymeadow Filing 1, 1st Amendment based on Standards (1) and (2) of Section 4.12.030. of the Municipal Code. Specifically, finding that the application: complies with the previously approved final plat for Haymeadow Filing 1 as required by Section 4.12.030.L.1; and has been reviewed by a surveying consultant and comments have been accepted by the applicant as required by Section 4.12.030.L.2.

Conditions of approval:

- Within 30 days of the date of this Resolution, the Applicant shall make technical changes to the Final Plat as directed by Town staff; and
- The Final Plat shall be recorded before March 1, 2021. The Town Planner may grant one administrative extension of this deadline, of up to 180 days, upon good cause shown. Any further extensions must be considered by the Town Council.

Q&A

Commissioner Hoiland asked if staff was made aware of the changes during the process or was staff just made aware of these? Staff responded that there were conversations with Public Works prior to the work and that everyone was aware that there were going to be changes after the fact. Dennis Wike, Town Engineer, informed that he started at the end of March and was involved with some of the work related to Haymeadow. John Boyd, Public Works Operations Manager and Dan McFadden, Public Works Inspector were working with Haymeadow representatives and were primarily involved in making these tweaks to the infrastructure plan. This file is to ensure that all these changes are being captured appropriately. These are all minor adjustments.

PUBLIC COMMENT

Co-Chair Gregg opened Public Comment at 6:10pm. There was no public comment. Public Comment closed at 6:10pm.

DELIBERATION

Commissioner Nutkins suggested that since Public Works has been working with the applicant, and that the file has been reviewed by Planning, that the Commission should go forward with a motion. Commissioner Webb agreed.

MOTION: COMMISSIONER BILL NUTKINS MOTIONED TO APPROVE APPROVAL WITH CONDITIONS OF FILE S20-01 HAYMEADOW FILING 1, 1ST AMENDMENT BASED ON STANDARDS (1) AND (2) OF SECTION 4.12.030. OF THE MUNICIPAL CODE, WITH THE FOLLOWING CONDITIONS:

- 1. WITHIN 30 DAYS OF THE DATE OF THIS RESOLUTION, THE APPLICANT SHALL MAKE TECHNICAL CHANGES TO THE FINAL PLAT AS DIRECTED BY TOWN STAFF; AND**

2. THE FINAL PLAT SHALL BE RECORDED BEFORE MARCH 1, 2021. THE TOWN PLANNER MAY GRANT ONE ADMINISTRATIVE EXTENSION OF THIS DEADLINE, OF UP TO 180 DAYS, UPON GOOD CAUSE SHOWN. ANY FURTHER EXTENSIONS MUST BE CONSIDERED BY THE TOWN COUNCIL.

MOTION WAS SECONDED BY COMMISSIONER ROBERT TOWNSEND AND PASSED WITH A VOTE OF 7 (GREGG, NUTKINS, TOWNSEND, WEBB, WINKELLER, HOILAND, AND PERKINS) IN FAVOR AND 0 OPPOSED.

BUSINESS ITEMS

1. Presentation from Eagle County regarding the 2021 Eagle County Comprehensive Plan Update

Morgan Beryl, Community Development Director, Kris Valdez, Senior Planner, and Colton Berck, Associate Planner presented the status of the 2021 Eagle County Comprehensive Plan Update. The Eagle County Comprehensive Plan was last updated in 2006. They discussed that they are currently in Phase I due to COVID-19 restrictions. In Phase I, they will work through background and analysis. In Phase II, around August 2021, they will have a plan drafted, and in December 2021, they will have a final adopted plan.

Morgan went over the Collaboration Structure. This is to ensure that all voices are being heard. Eagle County went over their feedback loop, to create the plan, propose it, and then bring it to the project teams to gather their feedback. After, they would update and present to focus groups, technical groups, and Eagle County P&Z Commission. They would continue to update their document so they don't lose any voices. The guiding principles for this plan include health, equity, resilience, economic development, social and environmental justice, and umbrella plan. They are hoping that this will assist various departments, like housing, as a guiding plan.

Colton Berck presented on the coordination and community engagement of the plan. The three engagement values are 1) Inclusive, to including as many people as possible, 2) Engaging, to ensure people are genuinely interested in the content, and 3) Focused, to be thoughtful with the audience. He spoke on Eagle County VISTA which is a highly participatory community-driven process lead by Eagle County to identify a vision for the future of the region and the strategies and actions needed to make it a reality. VISTA's purpose is to build community, create vision for the future, and raise the bar on community engagement. VISTA is made up by three teams: VISTA Project Management Team, VISTA Stewardship Team, and VISTA Action Team. Eagle County is receiving services from L'Ancl to ensure the LatinX community members voicings are included. Colton went over the Engagement Tools which he summarized as the County going out to solicited feedback. Kris Valdez went over the Technical Advisory Committee which is a diverse group of people to assist in advising and guide the plan. They opened up to questions to the P&Z commissioners. Chad asked if they are looking for volunteers. Kris said once they are through the background and analysis, they want to present back to the P&Z commission to gather feedback. Colton said he is recruiting for the Stewardship Team, he will send the nomination form to staff.

Commissioner Gregg asked about Economic Development. Colton discussed how the VISTA has been impacted with COVID-19 but it is now focusing on the Comprehensive Plan process. Eagle County is reaching out to small businesses to see how they are impacted.

Commissioner Perkins asked Chad if there is a map of the Town of Eagle boundary that shows what property is owned by Eagle County. He would find this helpful to understand what the county owns in our city limits. The Town of Eagle doesn't currently have a GIS in place, however this can be gathered from the Assessors. Morgan said they will send this to staff as the County puts these in place.

OPEN DISCUSSION

Commission Gregg asked if the Haymeadow re-zoning file was open. Staff responded that it is not yet opened.

Staff is not renewing the Logan Simpson contract for the code rewrite.

Commission Hoiland asked there is any progress on the joint housing project with the Eagle County. Chad informed that there was a West Eagle plan work session with Town Council because Eagle County wants to move forward with this project. The West Eagle plan is 10 years old and needs modernization. The revision of this plan is a low priority for staff however the Future Land Use map needs to be addressed because the county stated that they are going to annex into the Town of Eagle prior to developing the land. The current West Eagle Subarea plan maps shows that the Eagle County land they want to develop is zoned for senior housing, however that has changed with the development of Castle Peak. If they want to do a project that isn't senior housing related, then the map needs to be revised.

ADJOURN

MOTION: COMMISSIONER KYLE HOILAND MOTIONED TO ADJOURN. MOTION WAS SECONDED BY COMMISSIONER CHARLIE PERKINS AND PASSED WITH A VOTE OF 7 (GREGG, NUTKINS, TOWNSEND, WEBB, WINKELLER, HOILAND, AND PERKINS) IN FAVOR AND 0 OPPOSED.

APPROVED:

DATE:


Jesse Gregg (Mar 8, 2021 12:23 MST)

Jesse Gregg, Co-Chair


Angie Kyle, Administrative Tech II

01-05-2021 P&Z Minutes_Aproved

Final Audit Report

2021-03-08

Created:	2021-03-08
By:	Angie Kyle (angie.kyle@townofeagle.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAR6yNzwtsmF6flfzPExPVZLv-wSBWuceF

"01-05-2021 P&Z Minutes_Aproved" History

-  Document created by Angie Kyle (angie.kyle@townofeagle.org)
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-  Document emailed to Jesse Gregg (jesse.gregg@townofeagle.org) for signature
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-  Email viewed by Jesse Gregg (jesse.gregg@townofeagle.org)
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-  Document e-signed by Jesse Gregg (jesse.gregg@townofeagle.org)
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