

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, July 2, 2009

Minutes of a Regular meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in Town Hall in said Town of Estes Park on the 2nd day of July 2009.

Committee: Chair Levine, Trustees Eisenlauer and Miller

Attending: Chair Levine, Trustees Eisenlauer and Miller

Also Attending: Town Administrator Halburnt, Deputy Town Administrator Richardson, Directors Pickering, Kilsdonk, Joseph and Marsh; Manager Mitchell, PIO Rusch, and Deputy Town Clerk Deats

Absent: None

Chair Levine called the meeting to order at 8:00 a.m.

PUBLIC COMMENT.

None

CONVENTION & VISITORS BUREAU.

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Marketing Committee
- Media Relations
- Visitors Services

Dir. Marsh noted that visitor counts at the Convention and Visitors Bureau (CVB) are 20% ahead of last year.

MUSEUM/SENIOR CENTER SERVICES DEPARTMENT.

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Museum Monthly Report
- Senior Center Monthly Report

Mgr. Mitchell reported that Kelly Claypool has been hired to fill the position of Program Coordinator at the Senior Center.

COMMUNITY DEVELOPMENT.

HABITAT FOR HUMANITY SUBDIVISION IMPROVEMENT WAIVER.

Sue Doylen, Habitat of Estes Valley Public Relations Chair, addressed the Committee to request a waiver related to subdivision improvement requirements for the Kundtz Subdivision, which include curb, gutter, and sidewalk. As a non-profit organization building affordable housing, Habitat is requesting the waiver of the required improvements and/or the payment in lieu option available to developers. She stated Habitat's goal is to provide moderate and low income families with housing in the Estes Valley and that the cost of installing curb, gutter, and sidewalk will increase the price of each affordable housing unit by \$5,000 to \$6,000; and added that the curb, gutter, and sidewalk requirements would be inconsistent with the existing residential properties

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neighboring the Kundtz Subdivision. She stated that it is Habitat's objective to build homes that blend into the community and said that the subdivision requirements would cause the development to stand out from the surrounding properties, urbanize a rural area, and change the character of the neighborhood. In addition, Judy Nystrom Habitat of Estes Valley Vice-President, voiced a concern that the addition of a sidewalk along Riverside Drive would invite children to play in the area and jeopardize their safety. Dir. Joseph stated that he was unaware of a waiver of subdivision standards having been granted in the past and said that Public Works Department staff inspected the area and determined that the installation of curb and gutter was warranted.

After discussion the **Committee requests the item be included on the consent agenda at the July 14, 2009 Town Board meeting and recommends granting Habitat of Estes Valley a waiver of the sidewalk requirement, and that the cash in lieu option, capped at 100% instead of the usual 125%, be assessed on a per unit basis for the curb and gutter.**

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Community Development Financial
- Monthly Building Permit Summary

Dir. Joseph stated that, as expected, building activity is down.

ADMINISTRATION.

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Public Information Officer (PIO) Report

PIO Rusch reviewed the role of public information officer as it relates to Town departments, services, and projects; summarized activities she has been involved in since beginning PIO duties in May; and spoke of upcoming projects and tasks.

MISCELLANEOUS.

Deputy Town Administrator Richardson reported that shuttle ridership in June was up 22% from last year.

Trustee Miller said that the Sign Code Task Force is making progress in reviewing the existing sign code as it relates to banners, and has also examined areas of the code that are unenforceable or ambiguous. He stated that the review should be completed in the next two weeks.

There being no further business, Chair Levine adjourned the meeting at 8:50 a.m.

Cynthia Deats, Deputy Town Clerk