

TOWN OF LYONS

# Workshop AGENDA

## Planning and Community Development Commission

**Monday, May 24, 2021 – 7:00 PM**

Join Zoom Meeting

<https://us02web.zoom.us/j/84962862737?pwd=L21tVjV5Y1FiMzNHUVdGd24yL2l6Zz09>

Meeting ID: 849 6286 2737

Passcode: 080930

One tap mobile

+13462487799,,84962862737# US (Houston)

+16699006833,,84962862737# US (San Jose)

1. Staff Updates

Documents:

[1\\_STAFF UPDATE.PDF](#)

1.I. Current Development Update

Documents:

[1-1\\_CURRENT DEVELOPMENT UPDATE.PDF](#)

2. Workshop

2.I. Joint PCDC/BOT Workshop Debrief

Documents:

[2\\_BOT JOINT MEETING PREP.PDF](#)

2.II. Comprehensive Plan

Documents:

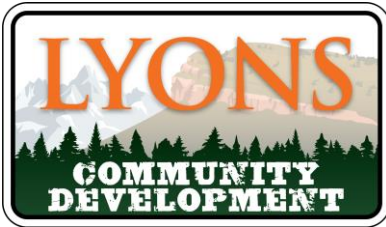
[3\\_COMP PLAN UPDATE.PDF](#)

2.III. Gregg Oetting Update

Documents:

4\_GREGG OETTING UPDATE.PDF

3. Commissioner Reports
4. Adjourn



# STAFF UPDATE

## PLANNING AND COMMUNITY DEVELOPMENT COMMISSION

MONDAY, MAY 24, 2021

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**Agenda item:** MainStage Brewing

**Address:** 450/446 Main Street

**Discussion:**

*1<sup>st</sup> Phase – Brewery & Beer Garden*

Planning: N/A

Buildings/Code Enforcement: Permit finalized; Needs C/O

Business Licensing: Business License pending

*2<sup>nd</sup> Phase – Brewery Building Expansion*

Planning: Pre-App Conference complete, waiting for Site Plan Application

Buildings/Code Enforcement: Waiting for Site Plan approval prior to building permit application.

Business Licensing: N/A

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**Agenda item:** Hatrock Excavating

**Address:** 431 4<sup>th</sup> Ave

**Discussion:**

Planning: Discussed at 5/17 BOT meeting - BOT requested to review all of the information from the property file in about a month; they requested that Mr. McCain should be present and that there should be an opportunity for public comment.

Background – Current use industrial, which is not allowed in the C Zoning District. There are also some safety concerns with having this use near the upcoming Safe Routes to Schools route. The use of this property has historically been industrial, but a change in that use from an oil tank facility to an excavation business means that uses should revert to the underlying zoning (rezoned from R-2 to C by Mr. McCain). Allowing the use could be considered counter to the intent of the Comprehensive Plan, especially goals related to preserving the character of the downtown and surrounding neighborhoods. Rezoning this property to General Industrial to match the zoning to the current use could also be considered spot zoning, which is a legal risk.

Buildings/Code Enforcement: No update

Business Licensing: Need direction from BOT for conditions of conditional approval of business license

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**Agenda item:** Moxie Bread

**Address:** 454 Main Street

**Discussion:**

Planning: N/A

Buildings/Code Enforcement: Pending Scope of Improvement – waiting for applicant application for either Building Permit or Change In Use (No Work).

Linda provided email a few weeks ago including info on:

- Building Permitting
- Business Licensing
  - Certificate of Occupancy require prior
- Requirement for BoCo Health Inspections

Business Licensing: Waiting for application

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**Agenda item:** Solace

**Address:** 437 Main St

**Discussion:**

Planning: N/A

Buildings/Code Enforcement: Work previously was stopped (no official stop work order). Waiting for Permit application

Business Licensing: Need CO prior to issuing license

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**Agenda item:** **Moss Rock Development**

**Address:** 349/343 Main St

**Discussion:**

Planning: Moss Rock has closed on Burlington Hotel property.

Buildings/Code Enforcement: Concern of potential residential use in structure with no C/O.

**Sidewalk repair – Town contacted by Blue Mountain Stone who will be repairing sidewalk, no permit required for work**

Stop Work Order will remain in place until Building Permit is issued.

Business Licensing: Need C/O prior to issuing license

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**Agenda item:** Residential – Bonita Yoder

**Address:** 401 2<sup>nd</sup> Ave

**Discussion:**

Planning: **Bonita will be presenting at June 7 BOT meeting about maintenance situation on property.**

Buildings/Code Enforcement: BOT granting 60 days to

- Take action to mitigate rear deck hazard, first step to apply for Building Permit
- Pay utilities in arears

Business Licensing: N/A

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**Agenda item:** REEB Cycles

**Address:** 339 Broadway

**Discussion:**

Planning: N/A

Buildings/Code Enforcement: Permit extension applied for & paid for 5/3 – extends permit through June

Business Licensing: Need CO prior to issuing license

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**Agenda item:** Lyons Valley Park Housing (Summit)

**Address:** Carter Ct, Lively Ct, Carter Drive

Planning: Need to confirm conditional approval requirements of Development Agreement are completed

Buildings/Code Enforcement:

*Buildings*

Building permitting application review ongoing:

- Need area calculations corrected to calculate fee
- Mike T. to take over plan review
  - o Reviewing electronically prior to hard copy submission

*Public Improvements/Utilities*

- o Electrical design to be completed by N-Line, installation contractor TBD (all costs to be paid by Summit)
- o Communications providers have not been contacted (Summit)
- o Xcel has not been contacted for gas (Summit)

Business Licensing: N/A

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**Agenda item:** Residential – 231 Park St

**Address:** 231 Park Street

**Discussion:**

Planning: Need to sign-off on Building Permit final review once FDP issued

Buildings/Code Enforcement: Floodplain Development Permit application received 5/2, Murraysmith to approve

- Fence allowed based on 2016 Flood mapping
- Closed stairs built on west side to allow egress, should have been constructed as open stairs
- Yani to provide details of variance approval

Business Licensing: N/A

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**Agenda item:** Lyons Farmette

**Address:** 4121 Ute Hwy

**Discussion:**

Planning: N/A

Buildings/Code Enforcement: Work continuing, no update

Business Licensing: N/A

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**Agenda item:** A-Lodge

**Address:** 328/338 W. Main St.

**Discussion:**

Planning: Installation of Town bike racks requested, or he will install – need CDOT permission either way

Buildings/Code Enforcement: Waiting for Building Permit application, expected soon. Looking at opening a smaller beer garden area with reduced scope toward front in order to open sooner.

Business Licensing: N/A

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**Agenda item:** Spirit Hound Distillery

**Address:** 4196 Ute Hwy.

**Discussion:**

Planning: Waiting for Development Plan application

Preparing request for Lake McIntosh water share request from Town for next BOT meeting

Buildings/Code Enforcement: Temporary Certificate of Occupancy extension requested by Spirit Hound – Building Dept. will issue.

Business Licensing: N/A

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**Agenda item:** River Bend

**Address:** 501 W. Main St.

**Discussion:**

Planning: Philip working with River Bend consultant to complete PUD

Buildings/Code Enforcement: N/A

Business Licensing: N/A

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**Agenda item:** The Cirque (Igadl)

**Address:** 4170 Ute Hwy.

**Discussion:**

Planning: Ensure conditions of Development Plan approval are met

- Drainage concerns to be addressed; question of existing stormwater infrastructure at rear property line not shown in drainage report or plans – Aaron investigating – may require review by Cirque Engineer to move proposed stormwater line to divert water into this inlet/avoid an easement.

Buildings/Code Enforcement: Permits applied for; Floodplain Permit applied for, working with Chris Jain.

Business Licensing: N/A

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**Agenda item:** Mixed-Use Development – Condo Expansion

**Address:** 400/402 Main St

**Discussion:**

Planning: Picked-up application for subdivision

Buildings/Code Enforcement: N/A

Business Licensing: N/A

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Infrastructure:	Item	Details
	GRANT (DOLA) – Broadway Improvements	Trustee Rogin serving as BOT lead Town to be awarded TIP grant from DRCOG through Boulder County Projects: <ul style="list-style-type: none"> <li>- 2023 deadline to complete grant</li> <li>- Match reduced to \$303k</li> <li>- Multi-modal improvements Hwy 7 to St Vrain Corridor trail <ul style="list-style-type: none"> <li>o Improve Broadway 3<sup>rd</sup> to 5<sup>th</sup></li> <li>o New trail</li> <li>o Parallel parking stalls</li> <li>o Delivery lane</li> </ul> </li> </ul>
		Improve trail to Black Bear Hole
	GRANT (DOLA) – St. Vrain Corridor Trail	Grant for new trail from McConnell to US 36: <ul style="list-style-type: none"> <li>- Sept 2023 deadline</li> <li>- Erika completed application for grant</li> <li>- Board has given permission to accept grant</li> <li>- Need to resolve existing leases with Town within corridor</li> </ul>
		Match reduced to \$152k
	Longmont Pump Station (346 Evans)	Town of Lyons has IGA with City of Longmont, approved at 1/4/2021 BOT meeting, to allow City of Longmont to install at their own expense a pump station to transfer water from the South St. Vrain pipeline to the North St. Vrain pipeline to help ensure the resiliency of their raw water supply. On hold at least until September because cannot get materials
	Red Gulch	Bohn Park stormwater improvements
	Longs Peak Dr.	Infrastructure improvements – roadway, water, stormwater, curbs, gutters, etc.
	GRANT (GOCO) – Black Bear Hole	2 <sup>nd</sup> Avenue and parking improvements
	Longmont Water Vaults	Two water vaults being replaced at 5 <sup>th</sup> and Park Dr. and at 2 <sup>nd</sup> and Railroad
	GRANT (SRTS) – 4 <sup>th</sup> Ave.	Safe Routes to Schools 4 <sup>th</sup> Ave. sidewalk/pedestrian improvements

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**OTHER ITEMS:**

- **Martin Parcel** – Consideration of trail through Martin Parcel. There was a pre-flood trail along Highway 7 that connected the back side of Bohn Park to Old South St. Vrain Road (part of a future link to Hall Ranch) that no longer exists. The PRC, Town Staff, BOCO Parks and Open Space, BOCO Transportation, CDOT, and others have discussed trail connections given this context. It is probable that this will be a topic during the comprehensive plan process. This parcel has not been annexed into the town, and therefore has County zoning (Rural Residential). The BOT received an update on this parcel from Parks and Public Works Director Dave Cosgrove at their 5/17 meeting.

# DEVELOPMENT PIPELINE

Town of Lyons  
Updated: April 28, 2021

New/Change

DEVELOPMENT	DESCRIPTION	ADDRESS	START/LAND USE APPLICATION	2020		2021				2022			
				Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>River Bend</b>	PUD Finalization/Expansion	501 W. Main Street		[Gray bar: Q3 2020 - Q4 2020]									
Notes: Philip working with consultant for River Bend on PUD next steps													
<b>St. Vrain Market</b>	Expansion	455 Main Street						[Gray bar: Q3 2021 - Q2 2022]					
Notes: Pre-app meeting held 3/31													
<b>Spirit Hound Distillery Expansion</b>	Expansion to east of existing building	4196 Ute Highway		[Gray bar: Q3 2020 - Q4 2020]									
Notes: Pre-app meeting held 3/16; meeting with civil engineer 3/26; TCO Extension Request (RoxBox)													
<b>MainStage Brewery &amp; Beer Garden</b>	Redevelopment & Expansion	446 Main Street				[Gray bar: Q1 2021 - Q4 2021]							
Notes: Inspections complete; phase 2 anticipated soon													
<b>432-436 Main</b>	Expansion	432-436 Main St.											
<b>Generator Development</b>	PUD, River Restoration	4651 Ute Highway		[Orange bar: Q3 2020 - Q4 2021]									
<b>Main Street Project</b>	Redevelopment & Expansion, Housing	400-402 Main Street											
<b>Moss Rock Development</b>	Redevelopment & Expansion	349 Main Street											
<b>429 Main St.</b>	Expansion	429 Main St.				[Orange bar: Q2 2021 - Q4 2021]							
<b>Bella La Crema</b>	Expansion	405 Main Street											
<b>U Pump It</b>	Redevelopment & Expansion	4065 Ute Highway											
<b>Planet Bluegrass Expansion</b>	Redevelopment & Expansion	304 2nd Avenue											
<b>Solace</b>	Minor Building Permit/Change of Use	437 Main St.											
<b>Moxie Bread</b>	Minor Building Permit/Change of Use	347 Main St.				[Orange bar: Q2 2021]							
<b>Prickly Pear Tavern</b>	Minor Building Permit/Tenant Improvement	160 E Main St.				[Orange bar: Q3 2021]							
<b>Lyons Valley Park</b>	Housing (new local partnership)	344-354 McConnell Drive											
<b>Farmette</b>	Improvements	4121 Ute Highway	9/9/2020	[Green bar: Q3 2020 - Q4 2020]									
<b>Summit Housing</b>	Housing Development	0 Carter Drive		[Green bar: Q3 2020 - Q2 2022]									
<b>Igadi/Cirque LLC</b>	Retail Marijuana Development	4170 Ute Hwy.		[Green bar: Q3 2020 - Q4 2020]									
<b>Denver Rec</b>	Improvements	4071 Ute Highway	10/28/2020	[Green bar: Q3 2020 - Q4 2020]									
<b>Solhawk</b>	Change of Use/No Work Permit	401 Main St.		[Green bar: Q3 2020 - Q4 2020]									
<b>A-Lodge Hotel</b>	Redevelopment & Expansion	338/328 Main Street	2/11/2021			[Green bar: Q1 2021]							

\*This document is for general reference only; the projected timing is based on best information available to staff.

\*\*Developments above the red line have commenced; below the red line are "conceptual" with no development process started with either a pre-application conference or land use app submission

\*\*\*The beginning of the gray bars indicates the timing of an actual or anticipated submission, and the end of a gray bar indicates a projected end of construction.



## Current Development Tracking

Address	Development	Project Type	Decision-Maker	First Contact (if known)	Pre-App Conference Date(s)	App Submitted	Completeness Check	Review/Referrals Due	Revised App Submitted	PCDC Public Hearing	BOT Public Hearing	Final Action	Final Action Date
4121 Ute Highway	Farmette Pole Barn	PDP/Minor Building Permit(s)	Administrative						1/29/2021				
450 and 446 Main St.	MainStage Brewery & Beer Garden	Minor Building Permit(s)	Administrative	10/20/2020	12/18/2020?; 1/5/2021				2/25/2021				
338 and 328 Main St.	A-Lodge Hotel	Site Plan Review	Administrative	UNK	UNK; 1/6/2021	2/11/2021; 3/14/2021	2/24/2021; 3/16/2021	3/18/2021				Conditionally Approved	4/15/2021
4196 Ute Highway	Spirit Hound Distillery Expansion	Development Plan Review	BOT	UNK	3/16/2021; 3/26/2021								
0 Carter Drive - Summit	Summit Housing	PDP/Minor Building Permit(s)	Administrative	UNK									
4651 Ute Highway	Generator Development	PUD; Development Plan Review	PCDC and BOT; BOT	UNK	UNK; 1/21/2020								
349 Main Street	Moss Rock Development	Development Plan Review	BOT	UNK	1/27/2021								
4170 Ute Highway	Igadi/Cirque LLC	PDP/Minor Building Permit(s)	Administrative		2/16/2021				5/12/2021				
160 E. Main St.	Prickly Pear Tavern	Minor Building Permit(s)	Administrative		3/5/2021				5/12/2021				
501 W. Main Street	River Bend	PUD	PCDC and BOT	UNK									
4065 Ute Highway	U-Pump-It	Lot Consolidation; Conditional Use Process; Development Plan Review	Admin; BOT; BOT		10/22/2020								
429 Main St.	2nd Story Residential Addition	Site or Development plan Review	Admin or BOT	UNK					4/2/2021				
455 Main St.	St. Vrain Market Expansion	Site Plan Review	Admin	UNK					3/31/2021				

\*PDP = Post-Development Plan

## COMPLETED PROJECTS

Address	Development	Project Type	Decision-Maker	App Submitted	Final Action	Action Date
0 Carter Drive - Summit	Summit Housing	Development Plan Review	BOT	UNK	Conditionally Approved	12/3/2020
4121 Ute Highway	Farmette	Development Plan Review	BOT	9/9/2020	Conditionally Approved	12/7/2020
4071 Ute Highway	Denver Rec	Minor Building Permit(s)	Administrative	10/28/2020; 1/11/2021	Finalized	1/11/2021
4196 Ute Highway	Spirit Hound Distillery Temporary Roxbox Expansion	Minor Building Permit(s); C/O	Administrative	12/1/2020	Approved	2/24/2021
4170 Ute Highway	Retail Marijuana Development	Development Plan Review	PCDC/BOT	UNK	Conditionally Approved	8/12/2019
401 Main Street	Solhawk	Change of Use/No Work Permit	Administrative	3/4/2021	Finalized	3/17/2021
328 and 338 Main St.	A-Lodge Beer Garden	Site Plan Review	Administrative	2/11/2021; 3/14/2021	Conditionally Approved	4/15/2021



STAFF REPORT  
PLANNING AND COMMUNITY  
DEVELOPMENT COMMISSION  
MAY 24, 2021

**ITEM NAME**

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Joint PCDC/BOT Workshop Debrief

**STAFF**

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Reyana Jones, Historic Preservationist/Planner  
Philip Strom, Town Planner

**INFORMATION**

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The PCDC had a joint workshop with the Board of Trustees May 17, 2021 at 5:30 PM. Topics for discussion mainly included the Site/Development Review Process, Design Standards and Guidelines, and the Fire Task Force.

**COMMISSION ACTION**

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Commissioners should discuss the joint workshop and identify action items/next steps they would like to work on or direct Staff to work on.



# STAFF REPORT

## PLANNING AND COMMUNITY DEVELOPMENT COMMISSION

MAY 24, 2021

### ITEM NAME

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Comp Plan Update

### STAFF

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Reyana Jones, Historic Preservationist/Planner

### INFORMATION

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#### *Grant Update*

Earlier this month, the Town received an Award Letter for the DOLA EIAF Grant that we applied for to fund our comprehensive plan update process; the award was for the full amount requested, \$58,091.

Staff reached out to our DOLA Regional Manager, Chris La May, for next steps. He said that we can expect to be contacted by another DOLA representative, Robert Thompson, about our account information and other finance questions; Victoria is working Robert on this. Chris also advised that we should expect it will be 45-60 days until we have the grant agreement in hand from DOLA. At this point, we will need the BOT to approve both Clarion's Professional Services Agreement and the DOLA grant agreement.

#### *PCDC Comp Plan Liaison Information*

For quick reference, here is the list of PCDC comp plan liaison assignments the commission decided on:

- David – Citizen Budget Advisory Committee, Ecology Advisory Board,
- Barney and Gregg – Economic Vitality Commission, Lyons Urban Renewal Authority, Lyons Area Chamber of Commerce
- Jocelyn – Fire Task Force, Lyons Arts and Humanities Commission, Parks and Rec Commission (with Jim), Student Advisory Commission
- Jim – Housing and Human Services Commission, Parks and Rec Commission (with Jocelyn)
- John – Sustainable Futures Commission
- Debbie – Utilities and Engineering Board
- Yani – Historic Preservation Commission

Here is the link to the shared folder of all the plans and studies sorted by commission:

[https://townoflyonsco.sharepoint.com/:f/s/PCDC-CompPlanResources/EtZvFtVEjJdEoX2MU2rHYakBI55M88GKzVD\\_tZ7ymOfIIA?e=DmgIEd](https://townoflyonsco.sharepoint.com/:f/s/PCDC-CompPlanResources/EtZvFtVEjJdEoX2MU2rHYakBI55M88GKzVD_tZ7ymOfIIA?e=DmgIEd)

#### *September Event*

Victoria recommended doing a “kick-off” event for the comprehensive plan process in conjunction with some other celebrations, such as for Bohn Park. Commissioners Farrell and Oetting recommended coinciding this event with the first high school football game and a celebration of the completion of the high school auditorium as well. This could be a good opportunity to get some community awareness for the comprehensive plan and other topics, like wildfire mitigation, by setting up booths or other outreach strategies.



# STAFF REPORT PLANNING AND COMMUNITY DEVELOPMENT COMMISSION MAY 24, 2021

Victoria recommended that the PCDC could also set up a booth at one or more of the Thursday Concerts in the Park to advertise the kick-off event because there has been consistently good turn-out to those summer concerts. She also noted that for the Bohn Park celebration, there would probably be a bridge dedication, then refreshments in a park shelter, so it would make sense to set up booths near that shelter location.

## **COMMISSION ACTION**

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- Review and discuss the information in the Staff Report on the grant update and comp plan liaison assignments.
- Discuss next steps for the possible "September Event."



# STAFF REPORT

## PLANNING AND COMMUNITY DEVELOPMENT COMMISSION

MAY 24, 2021

### ITEM NAME

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Gregg Oetting Update

### STAFF

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Reyana Jones, Historic Preservationist/Planner

### INFORMATION

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Chair Oetting expressed during the last PCDC meeting that he intends to end his tenure on the PCDC and will speak more about this to the commission.

He has proactively suggested we all review the procedure for electing a new Chair; here is the text from the LMC regarding commission elections:

*Sec. 2-8-40 – Terms, Vacancies and Membership*

- (d) Chairperson, vice chair and second vice chair. The members of each board or commission shall select a chairperson and vice chair from among the board or commission's voting membership annually to serve for one (1) year with a maximum of three (3) terms as chair. No chairperson shall be elected who has not completed at least one (1) year as a member of the board or commission, unless no other person is eligible or otherwise willing to serve as chair.

The election of officers shall occur at the first meeting of each calendar year. Each board and commission shall also have a second vice chair, who may be either a voting member or the staff or Board of Trustees' liaison. Members of any board or commission may serve multiple terms as officers if reelected annually.

(1) Chairperson responsibilities:

- a. The chair shall determine the agenda and preside over all meetings of the board or commission.
- b. Ensures compliance with town rules and ethics code.

(2) Vice chair:

- a. The vice chair shall be the second ranking officer and in the absence or disability of the chair shall exercise all of the chair functions.

(3) Second vice chair:

- a. The second vice chair shall keep or cause to be kept minutes of all meetings of the board or commission and the membership.
- b. Shall perform other duties as the Board may direct or as may be required by law.