



TOWN OF LYONS PLANNING AND COMMUNITY DEVELOPMENT
COMMISSION
WORKSHOP AGENDA

Monday, September 26, 2022 – 7:00 PM

Join Zoom Meeting

[https://us02web.zoom.us/j/82202595805?
pwd=TzFKVk9SdFJsMmRKVnBTZzhHM0FBUT09](https://us02web.zoom.us/j/82202595805?pwd=TzFKVk9SdFJsMmRKVnBTZzhHM0FBUT09)

Meeting ID: 822 0259 5805

Passcode: 485000

One tap mobile

+17193594580,,82202595805# US

+16699006833,,82202595805# US (San Jose)

1. Public Workshop

1.I. Lyons Thrive! Comp Plan Update

Documents:

[4-1A - LYONS THRIVE STAFF REPORT_20220926.PDF](#)

2. Discussion Items

2.I. 2022-2024 Board Of Trustees Goals & Objectives

Documents:

[4-2A - 2022-2024 BOARD OF TRUSTEES GOALS-
OBJECTIVES_20220926.PDF](#)

2.II. Town Of Lyons Potential Adoption Of 2018 Suite Of International Building Codes

2.III. Staff Planning Updates

Documents:

[PCDC WORKSHOP SYLLABUS_20220926.PDF](#)



Staff Report – Agenda Item 4-1A

Planning and Community Development Commission

September 26, 2022

ITEM NAME

Lyons Thrive! Comprehensive Plan Update

STAFF

Alexander Painter, Planner II

INFORMATION

Schedule

- *Phase 1: Issues and Opportunities - COMPLETE*
- *Phase 2: Plan & Policy Framework - COMPLETE*
- Current Phase 3: Growth Area Scenarios & Strategies
 - *Growth Area Scenario Workshops -COMPLETE*
 - *Draft Future Land Use Plan - COMPLETE*
 - Preliminary Draft Comprehensive Plan
- Phase 4: Draft Plan & Adoption (November-January 2023)

Current Update

- Public meeting date set for October 10th, 2022 (in person) at the Town of Lyons Library
- Further public outreach and participation will be conducted throughout September with E-Blast, Utility Bill Flyer, and Yard Signage.
- All Boards and Commissions have received the Staff Draft for review, comments are still coming in and being accepted by staff.

Next Steps

- Review submitted comments from all Boards and Commissions
- Decide if additional meetings are needed
- October 10th, 2022, Public Meeting at Town Library
- Mid-November – Final Draft Comp Plan
- January 2023 - Targeted for adoption of Comp Plan Update

COMMISSION ACTION

None.

ATTACHMENTS

None.

2022-2024

Board of Trustees

Goals and Objectives

Economic Development

Strengthen Economic Sustainability

- Hold Main Street Workshop
- Enhance the Appeal of Main Street
- Coordinated Community Calendar
- Update Wayfinding
- Identify Shoulder Season Opportunities
- Develop Capital Improvement Plan
- Develop Economic Vitality Strategic Plan
- Work with CTO and OEDIT

Increase Overall Town Revenues

- Improve Sales Tax Collection
- Consider Sales Tax increase
- Examine Mill Levy
- Amend Lodging Fee
- Consider Marijuana Tax Rate
- Conduct Water and Wastewater Fee Study
- Consider Additional Special Events
- Examine Parking Income
- Adjust Fees

Buildout of Eastern Corridor

- Negotiate Cemex IGA
- Negotiate Boulder County IGA
- Complete SV Trail Ext
- Consider incentives for Annexation
- Annexation of Individual Properties
- Update LURA Conditions Report
- Create Urban Renewal Plan
- Consider Design Standards
- Extend Sewer to Highland Drive

Provide Essential Services Locally

- Talk with State re: Rural Services
- Identify Needs
- Identify Opportunities for Services Locally
- Identify Locations for Services
- Offer incentives to Service Providers to Locate Locally
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Additional Parking Options

- Conduct Parking Assessment
- Identify an Implementation Strategy
- Complete 2nd Ave Lot and Install Payment Kiosk
- Varied Fee Structure for Current Parking
- Investigate Parking Agreements with SVVSD and local businesses

Wildfire Mitigation

Mitigation Strategies

- Offer Hazard Reduction Opportunities
- Prioritize and Mitigate Public Lands
- Apply for Mitigation Funding

Education Opportunities

- Coordinate Messaging with LFPD
- Update Educational Materials
- Educate through Workshops
- Educate through Dissemination of Information
- Educate through School Programs
- Educate HOAs
- Educate Visitors

Emergency Planning

- Identify Roles and Responsibilities of Partners
- Boulder County Hazard Mitigation Plan Goals
- Evacuation Plans for Each Neighborhood
- Utilize Regional Funding

Improve Walkability

Improve Safety

- Identify Priority Sidewalk Replacement
- Create Capital Improvement Program
- Initiate Sidewalk Improvement Compliance
- Adopt Standards for Trails / Sidewalks
- Work with CDOT on Ped Crossings
- Participate in Vision Zero Program

Improve Walkability

- Conduct and Analyze Walkability Study
- Identify Funding Sources for Sidewalks
- Update Master Plan List with Boulder County
- Initiate Historic Sidewalk Designation

Improve Trail Connections

- Martin Parcel Connecting Trail
- Complete St. Vrain Trail Extension
- Work with County on St. Vrain Greenway Trail Easement
- Finalize Plans for Underpass at Hwy 36/66
- Boulder to Lyons Path
- Hwy 7 Trail

Other Priorities

Affordable Housing

- RFP for Housing Assessment
- Conduct Housing Assessment
- Work with Housing Authority on Potential Projects
- Identify Funding Sources
- Identify Locations
- Pursue Opportunities as they Arise

Boards and Commissions

- Empower Commissions with Better BOT Direction
- Offer Semi-Annual B & C Training
- Schedule for Semi-Annual Updates to BOT
- Quarterly Meetings with B & C Chairs
- Consider Improved Efficiencies Between B & Cs

Infrastructure Improvements

- Conduct CIP for Electric Infrastructure
- Install Solar Garden
- Budget for Undergrounding of Electric
- Conduct Water Rate Study
- Conduct Wastewater Rate Study
- Budget for Street Repairs
- Budget for Stormwater Improvements

Improve Sustainability and Renewable Efforts

- Identify and Prioritize Goals
- Examine Options for Dedicated Staffing
- Increase Educational Opportunities
- Continue diversifying MEAN portfolio
- Participate in Water Smart
- Develop Drought Management Plan
- Active in Climate Change Advocacy



Planning and Community Development Commission

Workshop Syllabus

Monday, September 26, 2022

3. MEETING GENERAL BUSINESS:

3-1. None.

4. CONSENT AGENDA:

4-1. WORKSHOP

- A. Lyons Thrive! Comprehensive Plan – with your host, Planner Painter**
- Update
 - Question, Answer, and Feedback Time

4-2. DISCUSSION ITEMS

- A. 2022-2024 Board of Trustees Goals & Objectives (please refer to attached PDF) – Chair Hamrick**
- B. Town of Lyons migrating from 2015 to 2018 suite of International Building Codes**
- C. Staff Planning Updates**
- CEMEX
 - BoT approval of text amendment allowing for Arts-Cultural-Nonprofits as Conditional Uses in the M Zoning District
 - Growing Water Smart Conference debrief – Chair Hamrick, Planner Kimmett
 - Desire of the PCDC to alter the current asphalt parking lot mandate in LMC 16-83-20(b)
 - Desire of the PCDC to draft code for storage containers (see Think Generator proposal, below)
 - Planning Items (below; active items highlighted)

Planning Item: Annexation – Martin Parcel

Address: 109 CR 69

Status / Update:

- Staff is drafting annexation application, including annexation map and survey, and impact analysis to present annexation petition and resolution initiating annexation proceedings to the Board of Trustees.
 - *No update.*
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Planning and Community Development Commission Workshop Syllabus Monday, September 26, 2022

Planning Item: Subdivision & Variance Request – 423 & 423 ½ Reese St

Address: 423 Reese St

Status / Update:

- Land use application approved by BOT on 6/20/22 under Resolution 2022-62. Variance Hearing held 5/10/22 and continued to 5/19/22 to address setback variances required.
- 7-11-22: Approval has created two parcels: 423 Reese Street and *currently* 423 ½ Reese Street; the latter only has access from an unnamed alley between Reese Street and Seward Street. As such, for emergency service provision and general best practices, the alley should be named, but should not be named either “Reese Alley” nor “Seward Alley” – a unique name should be selected. Staff will provide a list of potential names to PCDC in forthcoming weeks as part of a more comprehensive alley naming process.
- 8-8-22: Planner Kimmitt provided a draft on drainage easement language as a provision of the approval of the Subdivision; this easement will grant perpetual access for maintenance to the Town, though the two parcel owners of the Subdivision will be obliged to provide general upkeep for proper water flow and drainage construction stability. Currently being reviewed by applicants’ attorney.
- 8-22-22: Applicant attorney has returned revisions to easement document; under staff review; staff concern of conceding too much ground to land holders
- 9-26-22: Town Attorney Dittman, Director Caplan, and Planner Kimmitt have returned new redlines to Applicants.

Planning Item: Moss Rock Hotel

Address: 343, 347, 349, 355 Main Street

Status / Update:

- PCDC approval 1/24/22. BOT approval 2/7/22. Development Plan Agreement approved by BOT 4/4/22. Development Plan executed.
- LURA held a meeting on July 21st with a presentation by the developer on TIF (Tax Increment Financing).
- *No update.*

Planning Item: Building Permit – REEB Cycles

Address: 339 Broadway

Status / Update:



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- LFPD letter sent 1/6/22 requesting update, progress shown on building improvements and LFPD coordinating inspections.
- *No update.*

Planning Item: Building Permit – Lyons Valley Park Housing (Summit)

Address: Carter Ct, Lively Ct, Carter Dr

Status / Update:

- Performance Bond provided 1/31/22 and Right-Of-Way Permit issued by Town 2/10/22. Contractor has mobilized and performing pre-blasting surveys. Blasting permit anticipated to be finalized next week and blasting beginning week of 3/21/22. Excavation ongoing. Blasting permit approved 5/6/22.
- Blasting began week of 5/16 and ongoing.
- Water and Sewer Lines 75% complete. Blasting scheduled to be finished end of August. Stormwater infrastructure to begin mid August. Possibly start building foundations early September.
- 8-8-22: Official groundbreaking ceremony with Town Staff and Officials, Gov. Polis, and Rep. Neguse occurred on Friday, August 5th. A good time was had by all, and exciting things ahead for Summit!
- *No update*

Planning Item: Development Plan Review – Spirit Hound Distillery

Address: 4196 Ute Highway

Status / Update:

- Pre-App Conference held 3/16/21. Awaiting Development Plan application.
- Resolution of water use & water dedication required prior to Development Review Process. Spirit Hound's request on 3/21/22 for the BOT to waive water share dedication was denied. On 4/4/22 the BOT passed resolution requiring Spirit Hound to provide the 1.4 shares of Lake McIntosh water stock to accommodate their increased water usage withing 60 days of 3/21/22. Spirit Hound granted 60 day extension by BOT on 5/2/22 to allow time to find water shares.
- Water Dedication issues now resolved.
- 8-8-22: Major Development Process and Asphalt Parking Lot standard changed to Minor Development Review and parking lot asphaltting standard has been waived..



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- 8-22-22: Planner Painter waiting on new site development plan, regarding including sidewalks and electrical layout.
- 9-26-22: Staff report was sent to Spirit Hound Distillery Development Team to fix grammatical errors and address the drainage of storm water and meet towns requirements for detention and/or water treatment. Waiting for Development Team to response.

Planning Item: PUD Plan Approval & Rezoning – River Bend

Address: 501 W. Main St

Status / Update:

- River Bend has hired a civil engineer to confirm the conditions of approval, specifically the Final PUD Plan meets all technical concerns by staff regarding the drainage report. Site Plan completed. Floodplain Development Permit Application submitted and being reviewed by Town. Pre-application meeting held for Rezoning Application (required to amend PUD-C Zoning & Use). Final PUD Plan to be provided to file with County and drainage improvements to be constructed prior to submission of Rezoning Application.
- *No update.*

Planning Item: Building Permit – Igadl Dispensary

Address: 4170 Ute Highway

Status / Update:

- Construction and inspections ongoing.
- 8-8-22: Final details on building and landscaping to begin, almost finished.
- *No update*

Planning Item: Development Plan Review – Generator Development (Lyons Ute Hwy, LLC)

Address: 4651-4652 Ute Highway

Status / Update:

- 1st Reading of Ordinance to remove PUD Zoning Application deadline requirement from Contract to Buy & Sell Real Estate. 2nd Reading completed 1/18 and Ordinance passed.
- 8-8-22: Tres Birds Architects has contacted Planner Kimmitt for a zoning explanation; Kimmitt is working on a response.



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- 8-22-22: Planner Kimmett discussed potential development scenarios with Erik Hall of Tres Birds; developer is concerned about current A-1 Zone District designation, as well as curious of MU overlay potentials. Envisioning a MU/outdoor recreation industrial-recreational-residential concept.
- 9-26-22: Think Generator contacted Planner Kimmett to inquire whether Spirit Hounds could place 2-4 storage containers at 4652 Ute Highway for an estimated 12-18 months. Currently nothing in the Town code speaks to shipping / storage / CONEX containers for temporary or permanent use.

Planning Item: STR

Address: 314 Main St

Status/Update:

- Mr. Sepac's building inspection has been approved for his STR
- Last item for 314 Main St. is to create commercial/business space/signage for the front of the property, item should be completed by the end of day on 8/12/2022
- 8-22-22: Once commercial space/signage has been properly placed, Planner Painter will provide Town Administrator Simonsen with the complete application for STR Approval.
- 9-26-22: Mr. Sepac never submitted a business license and is in the process of doing so, once submitted, reviewed, and approved, then he will be issued a STR License.

Planning Item: Commercial Subdivision/Condominiumization – Lyons Mane, LLC

Address: 402 Main St

Status / Update:

- Pre-app conference for commercial subdivision/condominiumization held 9/9/21. Partial application submitted 2/18/22, awaiting payment & confirmation of final plan.
- No update.

Planning Item: Building Permit - Restaurant

Address: 432 Main St

Status / Update:



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- Gas line repair approved for restaurant, but need additional improvements for BLI. Code analysis of space provided by owner, additional information requested by Town. Permit issued for emergency repair of heater only.
- *No update.*

Planning Item: Conditional Use Review - ADU

Address: 348 Evans St

Status / Update:

- Pre-app conference held 6/29/21 for conditional use process for detached ADUs 6/29. Awaiting submission.
- *No update.*

Planning Item: Annexation – Tebo Properties

Address: 4545-4559 Ute Highway

Status / Update:

- Pre-app for annexation held 7/26/21. Pre-app for annexation held again 3/31/22.
- *No update.*

Planning Item: Annexation – Rheingold Properties

Address: 4435-4497 Ute Highway

Status / Update:

- Pre-app for annexation held 10/5/21. Inquiry email sent on 4/5/22 regarding re-start with annexation.
- *No update.*

Planning Item: Building Permit – St. Vrain Market Addition

Address: 455 Main St

Status / Update:



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- Final Administrative approval of Site Plan issued 2/18/22. Building permit application submitted. Due to increased anticipated costs of project, owner re-evaluating project and potential phasing.
- On Hold due to construction cost increases
- **9-26-22: Potential movement forward.**

Planning Item: Mayama Movement Studio

Address: 425 High St

Status / Update:

- On-site development idea conference, July 22nd
- Review questionnaire submitted, July 25th
- 8-8-22: Planner Kimmett has determined a Minor Development Review process is appropriate for the proposed facility expansion under Ordinance 1113. Development proposal also affected by Ordinance 1112 design review stipulations. Response returned to Mayama ownership week of August 1st; currently awaiting their formal application.
- 9-12-22: Town received renderings of design. Planner Kimmett has re-informed applicant of the development review process. Applicant is interested in perhaps Town-assistance in funding, e.g. the revolving loan.
- **9-26-22: Planner Kimmett has been communicating with Applicant about items needed for Minor Development Review land use permitting; additionally, application fee and escrow fee have been deposited.**

Planning Item: Mud Hut

Address: 4033 Ute Highway

Status / Update:

- 8-8-22: Applicant would like to build a small coffee “shed / kiosk” just west of U-Pump It. Planner Kimmett has spoken with applicant about site challenges. Investigating issues such as sewerage, floodplain, CDOT access, building design. Will also suggest other potential sites.
- 8-22-22: Planner Kimmett has been working closely with applicant to address several potential development roadblocks, as it were: CDOT access; septic tank use; floodplain issues; potential other development sites; potential for a trailer-based “tiny house” business
- 9-12-22: Planner Kimmett hosted a roundtable with Town Staff and applicant in a formal Pre-Application Conference on 8-26-22. Town feels that both Wastewater Waiver and Zoning Variance are valid considerations for this development and parcel generally speaking. Planner



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Kimmett continues to work with applicant on process and has begun using escrow funds for time spent.

- 9-26-22: Board of Trustees verbally approved Applicant's request for a Waiver from LMC 13-4-60(c), which mandates a connection to the Town's wastewater system, due to the hardship circumstance of the parcel, on 9-19; BoT will affirm via Resolution on 10-3. Planner Kimmett working to prepare a Variance application before Board of Adjustment regarding desire for Drive-Up service in this B-zoned parcel – currently only permitted via Conditional Use in the CEC District.

Planning Item: ADU Application

Address: 218 Main St

Status / Update:

- Code Enforcement Officer Bertges has been working with owner, Victor Pecone
- 9-12-22: Planner Kimmett held informal Pre-Application Conference with Linda Pecone. Ms. Pecone was informed of both the exceptional nature of her historic ADUs w/r/t the LMC.
- 9-26-22: Planner Kimmett reviewing application. The current zoning, R-1, only allows for one ADU and this property has two. Possible immediate remedy: a Variance through BoA; however, long-term, Town rezoning in at least the historic neighborhoods must be examined.

Planning Item: Potential Annexation

Address: 227 CR 69

Status / Update:

- 8-22-22: Director Caplan and Planner Kimmett performed a site visit with applicant on 8-18-22.
 - 6.9 acres of irrigated farmland with a single family house currently.
 - Adjacent to west side of Bohn Park Dog Park
 - Potential for additional housing components for Town of Lyons in close proximity to parks and schools
 - Owner is open to ideas
 - Within current Boulder County-Town of Lyons IGA as "annexable"
- 9-26-22: *No update.*

Planning Item: Potential Annexation



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Address: 1117 5th Ave

Status / Update:

- 8-22-22: Director Caplan and Planner Kimmett performed a site visit with applicant on 8-19-22.
 - ~60 acres of former Boone Quarry in northwestern area of metro Lyons, currently with a single family house.
 - Surrounded on three sides by Town of Lyons corporate boundary
 - Potential for both estate-type and dense housing components
 - Potential for new parkland
 - Potential for new water tank – water system redundancy and pressurization improvements
 - Potential for fire safety improvements
 - Potential for trail access / recreation improvements
- 9-26-22: *No update.*

Planning Item: Condominiumization

Address: 428-430 4th Ave

Status / Update:

- Pre-Application Conference with Applicant, Director Caplan, Planner Kimmett on 9-21.
- Applicant would like to turn current duplex in this R-2A-zoned parcel into a condominium. Each of units already have all utilities separate.

Infrastructure Projects:

➤ **US36 Multimodal Improvements**

TIP grant from DRCOG through CDOT for Broadway improvements and parking spaces from 3rd to 5th. Concept Design presented to Public and Board of Trustees. Design work ongoing, anticipated construction bidding Fall 2022.

9-26-22:

➤ **St. Vrain Corridor Trail** Grant for new trail from McConnell to US 36:

Negotiating contract with Designer and Right-of-Way Consultant, concern with Budget shortfall. Working with CDOT on the potential to move forward with only ROW acquisition/agreements and



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enviro clearance. Contract award approved at 5/2/22 BOT to designer/ROW consultant to begin ROW work and environmental. Design work/ROW work ongoing.

9-26-22:

➤ **Longmont Pump Station (346 Evans)**

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. Longmont using the parking lot on Railroad Ave for installation of pump station.

9-26-22:

➤ **Black Bear Hole Improvements**

2nd Avenue and parking improvements, construction work ongoing.

9-26-22:

➤ **4th Ave. Ped Bridge & Safe Routes to School**

Safe Routes to Schools 4th Ave. sidewalk/pedestrian improvements. Construction ongoing. Unanticipated bridge foundation design changes have delayed bridge completion to August 2022.

9-26-22:



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