



**MEETING MINUTES**  
**Planning & Zoning Commission**  
**Tuesday, January 18, 2022, 6:00 PM**  
**Public Meeting Room / Eagle Town Hall**  
**200 Broadway, Eagle, CO 81631**

**ON-LINE MEETING**

*This agenda and the meetings can be viewed at [www.Townofeagle.org](http://www.Townofeagle.org).*

**PUBLIC WIFI - TOEE – ((TOEEWireless))**

**MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION**

This was an on-line meeting with access for the public to attend via Zoom.

**6:00 PM REGULAR MEETING CALLED TO ORDER**

Chair Hood called the meeting to order at 6:02 PM.

**COMMISSIONERS PRESENT**

Matt Hood, Bill Nutkins, Jesse Gregg,  
Robert Townsend, Kyle Hoiland,  
Charlie Perkins

**COMMISSIONERS ABSENT**

Keegan Winkeller, Lani Webb

**STAFF**

Chad Phillips – Community Development Director  
Dennis Wike – Town Engineer  
Peyton Heitzman – Planner II  
Nikki Davis - Administrative Tech II

**APPROVAL OF MINUTES**

1. Minutes dated January 4, 2022

**MOTION: NUTKINS MOTIONED TO APPROVE THE MINUTES. MOTION WAS SECONDED BY HOILAND AND PASSED WITH A VOTE OF 5 IN FAVOR (HOOD, NUTKINS, GREGG, TOWNSEND, HOILAND) AND 0 OPPOSED. PERKINS ABSTAINED.**

**PUBLIC COMMENT**

Public comment opened at 6:03 PM. There was no public comment.

## **PUBLIC HEARINGS**

2. Project: Haymeadow Design Guidelines  
File #: DR21-04  
Applicant: ABRIKA Properties, LLC  
Location: Haymeadow Planned Unit Development  
Staff Contact: Jessica Lake, Planner I  
Request: Request for a Major Development Permit to establish the design guidelines and create a Design Review Committee in the Haymeadow Planned Unit Development (PUD).

### **Applicant Presentation**

Rick Pylman was the applicant representative. Other members of the Haymeadow design team also present on Zoom included Brandon Cohen, Scott Schlosser, Michael Hood, Michael Noda, Beata Chudobinska, and Alex Fales.

Pylman described that the Planned Unit Development (PUD) Guide serves as the zoning document that governs development standards such as density and permitted uses. The separate design guidelines document controls the design review process. The PUD Guide requires the Town to approve design guidelines prior to any vertical construction. Pylman explained that the team drew examples from other various guidelines to assemble their comprehensive document. The applicant also included a brief narrative which summarized compliance with the PUD Guide, the framework of how Haymeadow functions, and compliance with the Town's goals.

### **Staff Presentation**

Phillips presented this file. First, Philips highlighted that both the Town's Annexation and Development Agreement (ADA) as well as Haymeadow's PUD Guide both require the submittal of design guidelines ahead of the development permit process. The primary topics addressed in the design guidelines document include general architectural requirements for single and multi-family homes, more specific architectural requirements for interior and exterior finishes, site planning & landscape design, a description of the design review process, establishing a Design Review Committee (DRC), and construction regulations. To conclude, staff recommended approval leaving the Planning Commission with one discussion question: are there any designs that do not "blend appropriately with the character and scale of the surrounding neighborhoods" or do not comply with the policies of Elevate Eagle?

### **Q & A**

Perkins asked if we should include language that addresses electric vehicle (EV) charging stations at residences. Michael Noda replied that the International Residence Code (IRC), International Building Code (IBC), and International Energy Conservation Code (IECC) now require a rough in for EV charging stations regardless of the design guidelines.

Gregg asked for more detail on the irrigation system. He noted the document does not address limits on irrigation square footage and asked if this is something we should include. Pylman confirmed that Haymeadow utilizes an underground non-potable irrigation system. Due to the varying lot sizes throughout Haymeadow, the design team worked to create a balance between water conservation and planting. On every lot, there will be some irrigation and impervious surface. Although the design team chose not to quantify water usage, there is still a greater understanding of limited water rights and availability. Gregg suggested irrigating a percentage of each lot, though with a non-potable system, it should not be much of an issue.

Hood noted that building height should have a clearer definition. Next, Hood asked if the residential multi-family building height limit of 40 ft. conflicts with PUD Guide which has a max limit of 35 ft. Pylman replied they have been working with staff on this new building height definition and measurement. That is one of the minor amendments to the PUD Guide which has been approved, but not yet recorded. Michael Hood expanded on the how the measurement points from the roof have changed.

Nutkins asked if there are any minimum or maximum requirements to fill a lot for walkout basements considering how flat Haymeadow is. Michael Hood disagreed stating there is more slope and their site plans have been adjusted to accommodate the natural topography of the area.

Hoiland asked about the Town of Eagle's Efficient Builder Ordinance. Michael Noda explained the language helps ensure that future developers abide by local, county, and state building requirements for energy efficiency. Hood confirmed this was an Eagle County ordinance and Pylman replied they would work with staff to refine or strike the language as needed.

### **Public Comment**

Public comment opened at 6:47 PM.

TJ Davis, 505 Church Street – Davis asked for further clarification on the irrigation plan and if water usage will be allocated by the HOA or per residence. Pylman explained the irrigation system will operate similar to the Town's schedule and billing structure.

Public comment closed at 6:48 PM.

### **Discussion**

Unanimously, the Planning Commission supported approval for the design guidelines. Several Commissioners acknowledged that the document is aligned with other design guidelines and nearby neighborhoods like Soleil and Brush Creek Townhomes.

Hood and Gregg echoed the recommendation for a maximum lot percentage to create an irrigation plan. Hoiland questioned how the Town can dictate water usage when Haymeadow would be utilizing its own non-potable water. Townsend asked if there was a water usage standard and Pylman replied they would have to perform additional studies to determine how much water is left after development and landscaping.

Wike explained that the water rights have been dedicated to the Town and leased back to Haymeadow. It is the Town's water rights. Pylman added that the Brush Creek Management Plan dictates when water can be pulled out of Brush Creek based on minimum stream flow standards. Gregg voiced his concern about the potential for massive lawns and the need to establish a cap for irrigated areas. He noted there is no language in the design guidelines that discourages massive amounts of lawn though the decision could be managed by the Design Review Committee. Hoiland cited section 3.3 - Resource Conservation and suggested inserting water conservation language there. Phillips said there isn't anything that supports that requirement either in the Development Code or Elevate Eagle. It will likely be reviewed during the Code update. Wike noted that about a year ago, Town Council adopted a water conservation / water efficiency plan. He suggested that may be the appropriate item to insert in section 3.3. Pylman agreed with this comment stating they will work with staff to obtain the document.

**MOTION: HOILAND MOTIONED TO APPROVE FILE # DR21-04 HAYMEADOW DESIGN GUIDELINES BASED ON CONFORMANCE WITH CHAPTERS 4.06 AND 4.07 OF THE MUNICIPAL CODE AND THE HAYMEADOW PUD GUIDE.**

**MOTION WAS SECONDED BY TOWNSEND AND PASSED WITH A VOTE OF 6 IN FAVOR (HOOD, NUTKINS, GREGG, TOWNSEND, HOILAND, PERKINS) AND 0 OPPOSED.**

Hood closed file # DR21-04.