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## STAFF REPORT AND CERTIFICATE OF RECOMMENDATION

**TO:** Planning & Zoning Commission

**FROM:** Community Development Department

**DATE:** January 18, 2022

**FILE NUMBER:** DR21-04

**PROJECT:** Haymeadow Design Guidelines

**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:** ABRKA Properties, LLC

**LOCATION:** Haymeadow Planned Unit Development

**CODE:** Chapter 4.06 Development Review  
Chapter 4.07 Development Standards

**ZONING:** Planned Unit Development (PUD) Zone District

**EXHIBITS:**

- A: Project Narrative
- B: Design Guidelines
- C: Haymeadow PUD Guide ([LINK](#))
- D: Streetscape Design Guidelines ([LINK](#))
- E: Resolution 12-2014 Annexation and Development Agreement ([LINK](#))

**PUBLIC COMMENT:** Staff has not received any letters of public comment as of January 14, 2022. Letters received after this time will be gathered and entered into the public record at the hearing.

**STAFF:** Jessica Lake, Planner I, [jessica.lake@townofeagle.org](mailto:jessica.lake@townofeagle.org)

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## INTRODUCTION

Section 1.10. of the Haymeadow Annexation and Development Agreement (ADA) requires Haymeadow to submit *Design Guidelines to the Town for review and approval by the Town Board using the process identified in Section 4.06.060 of the Municipal Code for Major Development Permit Review*. Haymeadow submitted an application to the Town on October 29, 2021 for review of the Design Guidelines (Guidelines) according to the process as determined by the ADA. Planning, Public Works and Building have all reviewed the Guidelines for conformance with the Town’s Regulations, Goals, Policies, Plans, and the Haymeadow PUD Guide. The PUD Guide also requires that the Guidelines be reviewed and approved by the Town prior to any vertical development within the PUD. An application for vertical development in Haymeadow must go through the design review process developed by Haymeadow prior to any submittals to the Town.

During the 2018 Subdivision Review of Haymeadow, the Streetscape Design Guidelines were reviewed and approved. These streetscape guidelines work with the Guidelines to ensure a comprehensive design throughout the PUD. The Streetscape Design Guidelines are attached via a link for general review purposes.

The Guidelines include general architectural requirements for both single family/duplex and multifamily homes. Section 4 establishes specific architectural design requirements and includes foundations and retaining walls, exterior walls and finishes, doors and windows, garages and doors, balconies, porches, stairs and railings, exterior colors, exterior light fixtures, exterior equipment, utilities, meters, ac units, and fireplaces and fire pits. Section 5 includes elements related to site planning and landscape design. Section 6 establishes the design review process and Section 7 outlines the organization, duties, responsibilities and authority of the Design Review Committee (DRC). Section 8 is the final section and speaks to construction regulations, inspections, and changes.

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## ISSUES FOR DISCUSSION

1. Are there any designs shown in the Guidelines that do not “blend appropriately with the character and scale of surrounding neighborhoods”?

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## STANDARDS FOR MAJOR DEVELOPMENT PERMIT

### [Section 4.06.070.D.1.](#)

**STANDARD #1:** *The proposed development complies with the Town’s ordinances, regulations, goals, policies and plans and that any adverse impacts resulting from the proposed development will be reasonably and adequately mitigated by the applicant to minimize such impacts.*

**Staff Comment:** **The Guidelines comply with the Town’s ordinances, regulations, goals, policies and plans and staff has not identified any adverse impacts. Below staff has reviewed the Guidelines against the Elevate Eagle Comprehensive Plan for general conformance.**

The Haymeadow PUD Guide provides the zoning regulations for the Haymeadow PUD. The Town is responsible for enforcing the PUD Guide. The Haymeadow Design Review Committee (DRC) will have the responsibility of enforcing the Guidelines.

Staff has reviewed the Guidelines against the relevant sections in the PUD Guide and finds conformance with the PUD Guide. This is an important element of the review process as the Town has responsibility for administering and enforcing of the PUD Guide and the DRC has responsibility for administering and enforcing the Guidelines. The Guidelines are a dynamic document that may be modified by the DRC in the future. As modifications happen, contradictions between the two documents may arise potentially resulting in a strained relationship between the Town and the DRC. The Guidelines do include information on Administration, Changes, Supplemental, Conflicts and Future Updates; which should help minimize future conflicts between the Guidelines and the PUD Guide.

#### [Section 4.06.020.B.](#)

**STANDARD #1:** *The proposed development is in conformance with the provisions of Chapter 4.07.*

**Staff Comment:** As the Guidelines are part of a PUD and are administered and enforced by the Design Review Committee, they do not need to conform with the provisions of [Chapter 4.07](#). However, the elements found under Chapter 4.07 Development Standards should be included in these Guidelines. Lighting standards, landscape standards, erosion and sediment control and general architectural standards are found to be both in the regulations and in the Guidelines (or in the Streetscape Design Guidelines).

The 2021 Comprehensive Plan (Plan) generally provides the goals, policies and plans for the Town. The Future Land Use Map designates the property as Residential, Public/Institutional and Open Space. The property also falls within the Brush Creek Character Area. The goals and policies for this area are:



2021 Comprehensive Plan:

Policy 1-1.1. Ensure a healthy mix of housing types and densities (e.g. Single-family, duplex, multifamily, mixed use, and accessory dwelling units) to allow for greater diversity.

**Staff Comment:** The Guidelines and the PUD Guide allow for and describe a variety of housing types, such as single-family, duplex, multifamily and ADU's.

Policy 2-3.3. Ensure new development builds upon and adds value to Eagle's unique community character through adherence to high quality standards of design and construction.

- a. Ensure residential infill and redevelopment blend appropriately with the character and scale of surrounding neighborhoods.

Goal 2-4. Connect Eagle's unique neighborhoods physically and visually through a walkable and trail-oriented environment with high-quality wayfinding.

**Staff Comment:** The Guidelines do adhere to high quality standards of design and construction, through requiring design professionals on new residential and encouraging green and high-level building practices throughout. Haymeadow has taken some design cues from the surrounding neighborhoods, like Soleil and Mountain Recreation, such as off-set shed roofs and a “mountain modern” aesthetic. The “ranch” style home is also encouraged to duplicate the original structures on the property. In terms of scale, the surrounding neighborhoods include both single family and multifamily housing. Nearby multifamily homes include the Brush Creek Village Townhomes and the Soleil Homes duplexes.

Policy 2-8.1. Support and preserve the attributes and quality of the “country lane” experience along Brush Creek Road.

Policy 2-8.2. Encourage clustering to balance conservation and development objectives so that wildlife habitat, views and sensitive environmental areas are preserved.

Policy 2-8.3. Large developments should provide for neighborhood connections setback significantly from Brush Creek Road to allow for a continued “country lane” experience.

Policy 2-8.4. New development should create connections to existing trails and pedestrian areas within the Brush Creek character area, where appropriate.

Policy 2-8.5. Enhance multi-modal and pedestrian connectivity within the Brush Creek Character Area.

**Staff Comment:** This section is more supported by the PUD Guide than by the Guidelines, but the Guidelines also support the PUD by encouraging clustering. The streets in Haymeadow are setback from Brush Creek Road and a strong buffer is present between Brush Creek Road and the Haymeadow neighborhoods. Haymeadow has proposed an internal trail network that will connect to existing Town trails outside of the development.

Policy 3-3.1. Ensure residents have access to recreation amenities.

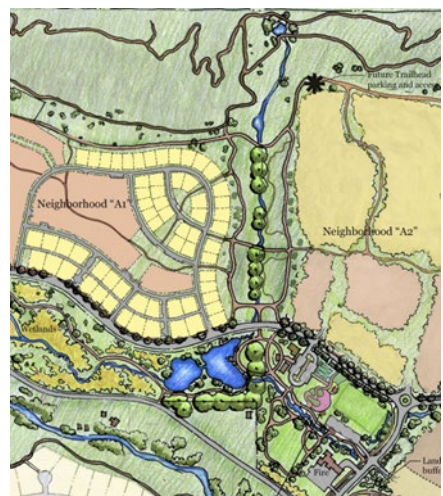
**Staff Comment:** This policy is also supported primarily by the PUD Guide and Streetscape Guidelines, but trails and parks will be created throughout Haymeadow, ensuring that residents will have access to a variety of recreation amenities (Mountain Recreation facilities are also nearby).

Policy 4-3.1. Enhance or create a tree canopy in new development areas or existing urban areas where tree cover is lacking.

Policy 4-3.2. Promote energy efficient designs and building codes that encourage energy conscious lifestyles and reduce overall energy consumption.

- a. Encourage all construction efforts to utilize green building practices.

**Staff Comment:** Haymeadow currently does not include many trees, but as development begins and progresses, trees and tree canopies will be included throughout the property. Section 5 of the Guidelines includes information on Right-of-Way (ROW) Landscaping and references the Streetscapes



**Guidelines, willow tree corridors are also shown on the approved Development Plan for Haymeadow. The Guidelines strongly encourage energy efficient designs and green building practices throughout the multifamily and single family neighborhoods.**

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### **STAFF RECOMMENDATION**

Staff recommends APPROVAL of DR21-04 Haymeadow Design Guidelines based on conformance with Chapters 4.06 and 4.07 of the Municipal Code and the Haymeadow PUD Guide.

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### **PLANNING AND ZONING COMMISSION POTENTIAL MOTIONS**

Below are the Planning and Zoning Commission options related to file #DR21-04:

1. Recommend approval with no conditions.
2. Recommend approval with conditions.
3. Continue (table) the application:  
(Provide staff and the application detail regarding information needed for a decision).
4. Recommend denial:  
(Cite all Code sections and/or Plan policies that resulted in motion for denial).

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### **FINDING OF FACT**

That the application is in conformance with Chapters 4.06 and 4.07 of the Land Use and Development Code, the Haymeadow PUD Guide and with the 2021 Comprehensive Plan.