



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

TO: MAYOR AND TOWN COUNCIL
FROM: DON REIMER, COMMUNITY DEVELOPMENT DIRECTOR
RE: COMMUNITY DEVELOPMENT DEPARTMENT REPORT
DATE: JANUARY 26, 2021

Department Updates: Recent projects and updates of note for the Community Development programs of Planning, Building, Housing, and Environment, with the related Council *Strategic Plan Priority Goals* indicated where applicable.

Housing Programs (Inclusive Community):

- The RFP for the Granite Street Workforce Housing Project (aka “CDOT Lot”), closed on December 18, 2020. 19 proposals were received and staff will be presenting a recommendation to Town Council at their Regular Meeting on January 26, 2021.
- Housing Helps Program – the Town is currently under contract to purchase a one bedroom/one bath (600 sq. ft.) unit at Mountain Side Condominium complex and is expected to close on January 28, 2021. A Town Council Work Session is scheduled for February 9, 2021 to discuss various options for use of the unit.
- Short Term Rentals – Currently have 605 active STR licenses, an increase of 28 licenses since the November data. Per the STR Ordinance, all Town of Frisco STR Licenses are set to expire on April 30, 2021. The renewal cycle will reopen April 1-30 and the renewal fee is \$125.
- As of January 5, 2021, the Town of Frisco Rental Assistance Program has helped an additional 48 clients and the remaining \$78,500 specific funds have been depleted from the original allocation of \$250,000. Family Intercultural Resource Center (FIRC) was able to assist an additional 52 Frisco households with other funding bringing the total to 100 households assisted as of January 2, 2021. FIRC is continuing to assist residents and employees using funding that they have secured during the pandemic. FIRC also applied recently for additional DOLA – EHAP (Emergency Housing Assistance Program) from the State of Colorado to support our community’s housing needs. FIRC received \$272,500 from this program and have 45 days to spend it down so they will first utilize this funding instead of requesting additional funding from the Town of Frisco.
- In January, staff will be following up with 13 property owners that were flagged by the Summit Combined Housing Authority during the deed monitoring period that need further clarification on their responses to ensure there are not any occupancy related issues.
- As of January 18, all 16 employee rental properties owned by the Town are fully occupied.

Environmental Programs (*Sustainable Environment*):

- Council approved on first reading an update to Chapter 124 of the Municipal Code to ban plastic bags and paper bags with less than 40% post-consumer recycled material from use in Retail stores and Restaurants. The second reading is scheduled for January 6, 2021.
- Staff has identified the following buildings as eligible for renewable energy projects: the Public Works addition, the PRA Maintenance Shed, and the Nordic Center. Grant proposals will be submitted for each building in March of 2021.
- Staff utilized ENERGY STAR Portfolio Manager to identify areas of energy management in need of improvement. Staff is working with Xcel Energy to install new meters at Town Hall and Public Works to analyze real-time data to further investigate energy management needs.
- Staff is working with Xcel Energy to complete a gap analysis to determine the amount of renewable energy needed to achieve 100% renewable energy community-wide by 2035.
- On December 8, 2020, the Town entered into a Power Purchase Agreement (PPA) with Pivot Energy for 611kW of capacity in three separate community solar gardens throughout Colorado. This 611kW capacity will offset approximately 80-90% of Town-owned building energy. The Town does not own the Renewable Energy Credits for these kW's, but it informally brings the Town closer to its 100% Community-Wide Renewable Energy Goal. Additional data will be provided to Council once Xcel Energy's Gap Analysis is complete.

Planning Division:

- Amendments to the Unified Development Code to incorporate environmental program goals into the Code related to transportation, solar readiness, waste diversion, water quality, and water efficiency were approved on second reading by Town Council at their January 12, 2021 meeting. (*Sustainable Environment*)
- The final draft of the Historic Resources Survey was presented to Town Council at their January 12, 2021 meeting. The survey information will now be sent to the State Historic Fund for review and completion of the project. (*Inclusive Community*)

Planning Commission (*Quality Core Services*):

- Both scheduled December 2020 Planning Commission meetings were cancelled as there were no applications for consideration.
- January 7, 2021. The Planning Commission held a public hearing on the proposed rezoning of 68 School Road from Light industrial to Mixed Use, and granted preliminary approval.
- January 21, 2021. The Planning Commission held a public hearing and recommended approval of rezoning of 68 School Road from Light Industrial to Mixed Use. Town Council is set to consider the rezoning application at their February 9, 2021 meeting.

Building Division (*Quality Core Services*):

Sustainable Building Code Implementation (*Sustainable Environment*): The Summit Sustainable Building Code (SSBC) was adopted in April 2020, with an effective date of July 1, 2020. The adoption included a "training period" intended to allow designers and contractors to familiarize themselves with the new Code and techniques. Per the Ordinance, the training period ended on December 31, 2020. To date, the Town has received permit applications for 13 new dwellings (9 located at 317 Granite St). Each project submitted ZERH modeling documentation showing compliance with the program. The primary changes from the prior SSBC include an increase in

roof insulation from R-49 to R-60, and window U-factors dropping from 0.32 to 0.30. Four of these permits have started construction, and they will continue to be monitored for compliance with the ZERH program, primarily through inspections provided by certified energy raters. There have not been any issues with compliance to the energy models, but thus far these projects have only been inspected through the foundation phase of construction.

In December, the advisory group established in support of the Sustainable Codes adoption requested that the training period be extended for each contractor's first project, or December 31, 2021, whichever comes first. Summit County is set to consider this change in February; however at this time staff is not recommending that the training period be extended, as the program appears to be working. We will continue to evaluate the program and share any concerns with Council.

Electronic Permitting (Quality Core Services): Continued implementation of Community Core permitting software, electronic submittals, and digital archiving of historic files. Electronic payments are now available through the permitting software. All Building and Planning applications are only being accepted through Community Core as of January 1, 2021. Due in part to the new software, planning and building application submittals and reviews are consolidated which also consolidates the monthly reporting of permit activities. Planning and Building permits issued in December 2020 include:

- Building Permits: 6
- Plumbing & Mechanical Permits: 16
- Electrical Permits (issued by Summit County): 9
- Solar Permits: 0
- Sign Permits: 1
- Valuation of permits issued: \$635,720
- Inspections performed: 121
- Rapid Review applications: 8
- Certificates of Completion / Certificates of Occupancy issued: 1
 - Significant projects completed include:
 - 10 Walter Byron Ln, Walter Byron Park - Remove & Replace Restroom and Playground Facility

Front Desk Activities (Quality Core Services): The Front Desk continues to operate in a limited fashion as Town Hall remains closed for regular business due to the current public health orders. Despite the limited staff present and services available at Town hall, 404 phone calls and walk-in customers were served December 2020.