



## 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: FEBRUARY 23, 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):**

- 619 Granite Project (aka "CDOT Lot"). On January 26, 2021, Town Council awarded a contract to Studio Architecture to provide architecture, engineering, cost estimating and site-planning services for the project. Initial conceptual designs are underway, with a first presentation to Council tentatively scheduled for March 23, 2021.
- Housing Helps Program – Under the Program the Town purchased one bedroom/one bath condo in the Mountain Side development for \$410,000. Town Council discussed various options for future use of the condo at their February 9, 2021 Work Session, including reselling the unit as a deed-restricted or renting the unit. The options for the unit and future units in the housing Helps program will be further discussed at the March 9, 2021 Council meeting.
- Short Term Rentals. Currently have 619 active STR licenses, an increase of 14 licenses since the January 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.
- The \$250,000 in rental assistance funds granted to FIRC by the Town in April 2020 have been fully awarded to residents. As of February 15, 2021, FIRC is continuing to assist residents and employees utilizing various funding sources that they have secured including \$272,500 from the DOLA – EHAP (Emergency Housing Assistance Program) from the State of Colorado. With this additional funding, 119 Frisco households have obtained assistance.
- As of February 11, all 16 employee rental properties owned by the Town are fully occupied.

### **Environmental Programs (Sustainable Environment):**

- Reusable Bags. Council approved on January 26, 2021 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. Quarter 4 of 2020 brought in just over \$68,000 in revenue from the bag fee which will be presented to council at some point in the near future for a budget amendment to authorize use of these funds for marketing efforts on the plastic bag phase-out and a potential grant for restaurants to purchase new, 40% post-consumer material paper bags for takeout orders.

**Planning Division:**

- The final draft of the Historic Resources Survey was presented to Town Council at their January 12, 2021 meeting. The survey information has been sent to the State Historic Fund for review and completion of the project. (*Inclusive Community*)

Planning Commission (Quality Core Services): Both scheduled February 2021 Planning Commission meetings were cancelled as there were no applications for consideration.

**Building Division (Quality Core Services):**

Electronic Permitting: 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 January 2021 include:

- Building Permits: 8
- Plumbing & Mechanical Permits: 9
- Electrical Permits (issued by Summit County): 8
- Solar Permits: 0
- Sign Permits: 1
- Valuation of permits issued: \$265,865
- Inspections performed: 113
- Rapid Review applications: 13
- Certificates of Completion / Certificates of Occupancy issued: 4
  - Significant projects completed include 190 Galena St Unit 12, Estates on Galena Unit 12. This is the final CO for that property; all 13 units have now been completed.

**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, 323 phone calls and walk-in customers were served January 2021.