



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

TO: MAYOR AND TOWN COUNCIL
FROM: DON REIMER, COMMUNITY DEVELOPMENT DIRECTOR
RE: COMMUNITY DEVELOPMENT DEPARTMENT MONTHLY REPORT
DATE: JULY 27, 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): Workforce housing has long been a challenge in Colorado mountain resort communities, and the resulting lack of available employees has become a limiting factor in the local economy, in large part due to the steep rise in housing prices, which has limited the ability of employees to find rental and ownership opportunities.

- The 619 Granite Street Workforce Rental Housing Project (aka "CDOT Lot) continues to move forward with Town Council as they recently reviewed revised sketch plans of the major site plan application submitted by Studio Architecture representing the Town of Frisco and Colorado Department of Transportation. Next steps for the project will be submittal of the major site plan application to Frisco Planning Commission, which is scheduled for mid-September.
- A Request for Proposals (RFP) has been issued for property management of Town-owned rental units, with the purpose of increasing efficiency of management of these units. RFP responses are due July 29.
- The Short-term Rental Specialist position has been created and is being advertised. The first application window closes on July 25, 2021, and we hope to fill the position shortly thereafter. Creation of this position will result in more proactive administration of the STR program, increasing compliance with the regulations, and increasing outreach to STR operators on opportunities to convert the unit to long-term rental use.
- STR program costs have been analyzed, and the STR license application fee has been increased from \$125 to \$250 annually, which will cover current program costs. The increased fee will be effective August 1, 2021.

Environmental Programs (Sustainable Environment): The Environmental Program Coordinator position has been filled; Hilary Sueoka has accepted the position and will begin work on August 2, 2021. Over the past few months there has been continued progress on Strategic Plan goals.

Planning Division:

Complete Streets Plan (Inclusive Community): An RFP for a complete streets plan for the downtown area was issued in May 2021 and 8 proposals were received by the deadline. Award of a contract to the preferred team is on the July 27 Council agenda. Following award and Notice to Proceed, the project should be completed by Spring 2022.

Ice Feasibility Study (Vibrant Culture, Arts, and Recreation): Work is moving forward on the Ice Feasibility Study. On Friday, July 16, 2021 the consultants gave a presentation to staff and Council representative Dan Fallon on their preliminary findings. Information covered included a demographic overview for our potential service area, a demand analysis based on regional ice facilities, and a summary of the feedback from stakeholder interviews with neighboring recreation facility managers and ice user groups. A high-level summary of the various types of ice facilities that might be a good fit was presented for feedback and discussion. The ice typologies were based on their market research, experience with other communities, capital costs, and expectations for annual revenues and expenses. The concepts explored ranged from traditional indoor rinks to ice ribbons, trails, and outdoor covered pavilions. Based on feedback from the Town, the consultants will refine their recommendations to provide further details on construction methods, location, costs and potential revenues and present this information to Town Council at the August 10, 2021 work session.

Planning Commission (Quality Core Services): The Planning Commission reviewed four items at their June meetings. Both July meetings were canceled as there were no applications for review.

June 3, 2021:

- **Marina Update:** The Planning Commission received an update from staff on 2021 projects underway as part of implementation of the Marina Master Plan, including the Marina & Park Parking, Access, and Circulation Plan.

June 17, 2021:

- **Planning File No. MAJ-21-0001:** A review of the sketch plan step of the Major Site Plan Application for a proposed commercial restaurant project, located at 731 Granite Street. As this was a sketch plan review, there was no action taken by the Commission.
- **Planning File No. MAJ-21-0005:** A review of the sketch plan step of the Major Site Plan Application for a proposed multi-family townhome project, located at 315 South 3rd Avenue. As this was a sketch plan review, there was no action taken by the Commission.
- **Planning File No. MAJ-21-0003:** A review of the Major Site Plan application for the proposed Centura Studios project, located at 18 School Road. The project would create 37 apartment units intended for the local workforce. The project received unanimous approval.

Building Division (Quality Core Services):

Planning and Building permits issued in June 2021 include:

- Building Permits: 28
- Plumbing & Mechanical Permits: 34
- Electrical Permits (issued by Summit County): 12
- Solar Permits: 0

- Valuation of permits issued: \$3,934,239
- Inspections performed: 219
- Rapid Review applications: 44
- Certificates of Completion / Certificates of Occupancy issued: 1

Front Desk Activities (Quality Core Services):

Town Hall has been open to the public since early May, and as such the front desk has seen an uptick in activity, with 484 phone calls and walk-in customers served in June 2021.