



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: AUGUST 24, 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 Town of Frisco has been taking multiple approaches to address workforce housing challenges, from new building projects to Frisco's buy-down program, Housing Helps 2.0.

- The 619 Granite Street Workforce Rental Housing Project (aka "CDOT Lot) continues to move forward, with the next step being review of the major site plan application by the Planning Commission, which is scheduled for their September 2, 2021 meeting. CDOT and the Town also had an internal meeting on August 12th to discuss preliminary project structure, and CDOT staff will take the lead on drafting an operational agreement.
- The Town has received two proposals from local property management companies to manage Town-owned employee units, and staff interviewed both on August 6th. Staff is continuing to work through the scope of work and contract details, and hope to award a contract by the end of August.
- Staff is working with a current property owner on purchase of a deed restriction through the Housing Helps program so that the property can only be occupied by a member of the local workforce. The appraisal is due in early September, so a final agreement could be reached by the end of September.
- The Short-term Rental Specialist position has been offered and accepted by our Community Service Officer, Calie Rushton with her tentative start date of August 30th. 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 – Summary of STR licenses as of August 15th
 - Fee increase to \$250 implemented effective August 1st
 - Approved new licenses since 6/15/21 - 8/15/21 – 39

- Active licenses - 632
- Staff is also investigating options for an incentive program to encourage some rental property owners to convert their short-term rentals into long-term rentals to provide additional workforce housing options. A STR Survey was sent on August 13th to all active STRs in regards to a short-term to long-term rental conversion opportunities. Deadline for responses is August 31st. This survey will help identify the biggest barriers to renting long-term and which solutions could be most helpful in overcoming those barriers.

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

- SolSmart – staff is completing the final steps to achieve a Bronze designation, on the way to meeting Town Council's goal of a Silver designation.
- Plastic bag ban – the ban enacted by Ordinance 21-01 goes into effect on September 1, 2021. Communications staff has developed a media outreach plan to support business owners in implementing the ban.
- Town hall trash enclosure – staff is working with a local architect on designs for a wildlife proof trash enclosure at Town Hall. The goal is to complete the enclosure by the end of the year.

Planning Division:

Complete Streets Plan (Inclusive Community): A contract for a complete streets plan for the downtown area was awarded to a team led by Toole Design at the July 27, 2021 Council meeting. The project kickoff is scheduled for the week of August 23, with project completion anticipated by Spring 2022.

Ice Feasibility Study (Vibrant Culture, Arts, and Recreation): At the August 10, 2021 work session, Staff and the contracted consultant team of Ballard King and SE Group Work presented preliminary findings on various options for an ice facility or feature at either the Marina or at the PRA. The ice typologies discussed ranged from traditional indoor rinks to ice ribbons, trails, and outdoor covered pavilions and included general estimates of capital costs, and expectations for annual revenues and expenses. Based on the information presented, Council decided to not move forward with further study of a new facility, but did request that the consultants take a closer look at Meadow Creek Pond and potential improvements to the ice and facilities at that Town park.

Planning Commission (Quality Core Services): All four meetings scheduled for July and August were canceled as there were no applications for review.

Building Division (Quality Core Services):

Planning and Building permits issued in July 2021 include:

- Building Permits: 37
- Plumbing & Mechanical Permits: 11
- Electrical Permits (issued by Summit County): 9
- Solar Permits: 0
- Valuation of permits issued: \$3,385,478

- Inspections performed: 123
- Rapid Review applications: 35
- Certificates of Completion / Certificates of Occupancy issued: 5

Front Desk Activities (Quality Core Services):

448 phone calls and walk-in customers served in July 2021.