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MEMORANDUM

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P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**

**FROM: DON REIMER, COMMUNITY DEVELOPMENT DIRECTOR**  
**DIANE MCBRIDE, RECREATION DIRECTOR/ASSISTANT TOWN MANAGER**  
**TOM WICKMAN, CHIEF OF POLICE**

**RE: UNSHELTERED IN SUMMIT – SUMMIT SAFE PARKING PROGRAM**

**DATE: SEPTEMBER 13, 2022**

**Summary and Background:** At the August 9, 2022, Town Council work session, Unsheltered In Summit representatives discussed with Town Council if there would be opportunities for members of the local workforce who are without permanent housing to sleep in their vehicles in designated locations within Town Limits. For the past three years, “The Summit Safe Parking Program” has provided a designated, secure location in parking lots for members of the local workforce to sleep in their vehicles at either the Agape Outpost Chapel or the Justice Center in Breckenridge. These locations are no longer viable options for the program.

During the August 9th work session, Council expressed support for the program and directed staff to return at a future work session with options in Frisco for the program and potential code amendments. These options and code amendments will be reviewed with Council on September 13th. Representatives from Unsheltered In Summit will also be present at the meeting to comment and answer Council questions.

**Analysis:** The Summit Safe Parking Program began in 2019 in partnership with Agape Outpost Chapel north of Breckenridge. Due to construction at Agape and the unavailability of the parking lot, the program moved to a parking lot at the Summit County Justice Center in Breckenridge in April 2022. Unsheltered In Summit requires everyone to fill out an online application/questionnaire, and an intake volunteer interviews potential members. Members must be working in the community. Unsheltered in Summit also provides secure sanitation (port-a-lets) and trash collection for its members in order to maintain an orderly site.

The Unsheltered group has identified key criteria for sites for their members, including space for 10 – 15 vehicles, level ground, low light, relatively quiet, and relative seclusion. While availability for member use 24 hours per day, 7 days per week is desired, it is manageable to have designated times for availability to work around other operations or uses of the parking areas. At the August 9, 2022 Council meeting, several properties were discussed, including:

- Frisco Adventure Park: Paved lots near the Day Lodge, Nordic Center, ballfield and the Dickey Day trailhead lot were reviewed. These lots were not recommended for further review due to potential operational and user conflicts.
- Kayak Park: These are the paved lots at the Kayak Park adjacent to West Main and I-70. This area is mostly outside of Town limits, and is subject to a lease agreement with CDOT that limits the use of this property to trailhead parking. Further consideration of this property would require approval by the State and was not recommended for further review.
- Lower Side of County Commons: This location is outside of Town limits, and owned by Summit County, and would therefore require approval by Summit County. The Board of County Commissioners (BOCC) has set a work session for October 4, 2022, to review potential use of this and other County parcels with representatives from Unsheltered In Summit, the Towns and the County.
- Giberson Bay Day Use Lot: This property is located outside of Town limits on US Forest Service property, and would therefore require approval by USFS. Town of Frisco staff is actively reviewing options for this property with the USFS.

Frisco Town Code: Section 130-11 of the Frisco Town Code specifies that *"It is unlawful for any person to camp or stay overnight in any town park, open space property or recreation area, except in an area designated for such use"*. If Town Council determines that there is an appropriate location to facilitate the Summit Safe Parking Program, a resolution, ordinance, or other official action of Town Council would be required to allow the use of Town property for the purpose.

There are currently no designated campgrounds or camping areas within Frisco Town limits. "Camping" is not an established use in the Frisco Unified Development Code ("UDC" - Town Code Chapter 180), as there is no listing in the Table of Uses for "Camping" or "Campground". The closest definitions in the UDC to the proposed Safe Parking Program are:

- Campground - An outdoor area providing space for vacationers to temporarily occupy in tents or recreational vehicles. A campground may also include an area with rental cabins, but its primary function is to accommodate visitors providing their own shelter.
- Camper - A vehicle, eligible to be registered and insured for highway use, designed to be used as a temporary shelter for travel, recreational and vacation purposes, but not for a permanent residence. Includes but is not limited to equipment commonly called "fifth wheels," "independent travel trailers," "dependent travel trailers," "tent trailers," "pickup campers," "motor homes," and "converted buses," but does not include mobile homes.

Because the Summit Safe Parking Program generally allows sleeping in private vehicles rather than recreational vehicles, an amendment to the UDC would be required to create an area for overnight camping in passenger vehicles on public or private property, and in addition, Town Council would have to specifically authorize such use on Town-owned property. Suggested Code language would be:

180-9.3 Definitions. Add:

- Transitional Shelter Facility: An approved designated outdoor location allowing for temporary sleeping in private passenger vehicles subject to specific conditions, including local employment, approved refuse management and sanitation, tenant screening, and management of the facility.
- In Table 5-2, Use Table, Transitional Shelter Facility would be added as a use, as a Conditional Use in all zones, except that it would be allowed through administrative

approval in the Parks and Recreation and Public Facilities zone districts. Use of property in the Parks and Recreation and Public Facilities zone district would continue to require Town Council action for use of the property.

Since the August 9th meeting, staff has identified additional Town-owned and private parcels within Town limits which may be suitable, including:

Town-Owned Parcels:

- Parking lots in the Marina (winter use only). The Trailhead Parking Lot is paved with 26 spaces, two of which are ADA compliant. The North Lot is paved with 87 spaces, 4 of which are ADA compliant. Due to the need for snow storage, staff would recommend the Trailhead Parking Lot over the North Lot.
- 602 Galena. This property is currently owned by the State of Colorado, Division of Labor and Employment, and since 1984 has been the home of the Colorado Workforce Center. Recent legislation authorized the sale of the property for workforce housing. On August 9<sup>th</sup>, an Intergovernmental Agreement (IGA) between the Town and the County was signed to facilitate the transaction and memorialize the terms of the financial contribution. The purchase and sale agreement with the State of Colorado which spells out the terms and conditions of the property purchase and future development is scheduled for the September 27, 2022, Council agenda. There are ~40 parking spaces located on this lot.

Town staff also evaluated other Town-owned parcels to see if they could be viable for this program, including the Willow Preserve trailhead and the “Boneyard” area at the Peninsula Recreation Area, but determined these should not be further pursued due to various reasons, including potential user conflicts and snow storage.

County-Owned Parcels: As mentioned above, the BOCC has scheduled a work session on October 4, 2022 to review potential uses of County parcels for the Summit Safe Parking Program with representatives from Unsheltered In Summit, the Towns and the County. Town of Frisco staff will be present at this work session. Potential parcels include:

- Frisco Transfer Center. This parcel is located in Town, but is owned by the County.
- Medical Office Building (MOB). This lot is owned/managed by an owner’s group that according to County staff, gets used quite regularly.

Private Parcels:

- 90 S. Madison. Following the August 9<sup>th</sup> work session, the owner of this private parcel contacted Town staff to offer the parking lot on this parcel as a potential solution. Staff provided contact information to the Unsheltered group; no further information is available as of the date of this staff report.
- 68 School Road. The new Medical Office Building on School Road is operated by Centura. East of the main building, there is an upper parking area between the MOB and the Town Public Works building which is infrequently used as overflow parking, and may be suitable for this use. Staff provided contact information to the Unsheltered group; no further information is available as of the date of this staff report.
- Rocky Mountain Bible Church. The Unsheltered group reached out to this facility; however the church declined to participate due to potential conflicts with evening events.

**Financial Impact:** There is no anticipated financial impact related to this discussion.

**Alignment with Strategic Plan:** Increasing availability of housing for the local workforce remains a high priority of Frisco Town Council, related to Economy and Community. While a program of this nature is not specifically contemplated in the Strategic Plan or Community Plan, allowing additional opportunities such as overnight sleeping in personal vehicles could support Town Council goals.

**Environmental Sustainability:** No significant impacts to environmental sustainability are anticipated.

**Staff Recommendation:** Staff recommends the Council review the attached materials and provide feedback to the Unsheltered in Summit group regarding viability of some of the proposed areas, or additional suggestions on opportunities in the Frisco area. If supported, code amendments could be brought back for Council review/approval at the September 27th Council meeting.

**Approved By:**

Tom Fisher, Town Manager  
Leslie Edwards, Finance Director