

**Boulder Junction Access District (BJAD)
Joint Commission Meeting
April 2, 2014
9 to 11 a.m.
Council Chambers, 1777 Broadway
AGENDA**

1. Roll Call
2. Approval of the March 5, 2014 Meeting Minutes
3. Disclosure of Conflicts of Interest
4. Public Participation
5. Feedback on Planning Board Recommendation to Allow Mobile Food Trucks in the MU4 Zone
6. Matters from Commissioners
7. Matters from Staff
 - On Street Parking Update
 - Update on EcoPasses
 - AMPS Update – Joint Board Meeting April 23rd
 - Submitting Development Information to EPS
 - BJAD Topics for Joint District Board Meeting:
 - Public Space Requirements
 - Safety
 - Hill Redevelopment
 - Boulder Junction Branding

Attachments:

- Meeting Minutes
- Memo re: Mobile Food Trucks in the MU4 Zone
- Ordinance Attendance Requirements.

DUHMD/PS 2014 Priorities

University Hill

Hill Reinvestment Strategy Development, Adoption and Implementation

- Capital Improvements
- Marketing and Events
- Organizational Structure
- Clean and Safe
- Innovation

Smoking Ban

14th Street Mixed Use Development Partnership

"Parklet" pilot

Boulder Junction

Implementation of TDM District

- PILOT payments
- Revised budget projections

Depot Square Garage Operations

Parking Plan for future development

Smoking Ban

Downtown

"Parklet" Study

Smoking Ban

Civic Area Plan Participation

Civic Use Pad Recommendation

Implementation of Bond Projects:

- 15th Street Streetscape
- West End Streetscape

Parking

AMPS Phase I Implementation: Work Plan Development, Scope and Phased Implementation

Garage Arts Plan

Parking Philosophy

NPP Expansions

Internal

Division Value Goal: Customer Service

Name Change

Office Space Planning and Remodel Phase II

BJAD Joint Priorities

- The development of the Transit Village north of Goose Creek by creating a realistic framework for parking in the District.
- Support the future development in Boulder Junction north of Goose Creek.
- Formulate a recommendation to council regarding the future use of the city-owned Pollard site.
- Make recommendations to the Council on how the parking plan and guidelines can clear the path for sensible development in the area.
- Finalize and implement transit and parking infrastructure projects at Boulder Junction to facilitate the construction of additional affordable housing and mass transit alternatives.
- Recommend to Council any changes to TVAP and the MU-4 zoned properties north of Goose Creek which will promote future development.
- Quiet Zone

Mission Statement: We serve the downtown, University Hill and affected communities by providing quality program, parking enforcement, maintenance and alternative modes services through the highest level of customer service, efficient management and effective problem solving.

**CITY OF BOULDER, COLORADO
BOARDS AND COMMISSIONS MEETING MINUTES FORM**

NAME OF BOARD/COMMISSION: BOULDER JUNCTION ACCESS DISTRICTS

NAME/TELEPHONE OF PERSON PREPARING SUMMARY: Ruth Weiss – 303-413-7318

NAMES OF MEMBERS, STAFF, AND INVITED GUESTS PRESENT:

BOARD MEMBERS: KOVAL, DAWSON (absent), SUTHERLAND (absent), SHANAHAN, PEDERSEN,
PAWLOWSKI (absent)

STAFF: WINTER, MATTHEWS, WEISS

GUESTS: SUSAN OSBORNE

TYPE OF MEETING: Regular March 5, 2014

AGENDA ITEM 1 – Roll Call: Meeting called to order at 9:10 a.m.

AGENDA ITEM 2 – Approval of the February 5, 2014 Joint Meeting Minutes (Action Item Below)

AGENDA ITEM 3 – Disclosure of Conflict of Interest: Completed

AGENDA ITEM 4 – Public Participation: None

AGENDA ITEM 5 – Update on the Status of Quiet Zones – Kathleen Bracke: Bracke gave background to how to make railroad crossings quiet including how other communities methods to handle train noise. The cost range is \$2.5 to \$4.5 million for treatments, warning circuitry, et al. Engineers put bid packages together along with the railroad approvals. Costs for electronics and signalization required by the railroad are the variable costs. Koval questioned how quiet zones are constructed. Bracke will send out this data to the commissioners. Koval queried if it will be quiet during set hours and Bracke said it would be quiet all the time unless there is something on the tracks. The cost of \$1.3 million will be for the Boulder Junction crossings, with incremental costs of \$400,000 and Valmont at \$900,000. Grant funding was discussed. Council funding and other resources were questioned. Using a percentage of the Accommodations Tax for the railroad crossings was mentioned. Reallocation of city funds was discussed. Winter said that the 2015 budget process will begin this month and would be beneficial for the commission to communicate their interest criteria to council.

AGENDA ITEM 6 – Joint District Board Meeting Agenda Ideas: Winter said that they are planning for a meeting in June, up on the hill at Spark. AMPS will be discussed. Koval offered topics of public space, safety. Pedersen offered that the revitalization of the hill needs funding. Hill properties and their potential redevelopment were discussed. Winter mentioned that bringing up the redevelopment perspective would be beneficial. There will be a council study session on April 22 to discuss the hill reinvestment strategy. Koval offered the branding of Boulder Junction as an agenda topic. Pedersen concurred.

AGENDA ITEM 7 – Matters from the Commissioners: Koval mentioned the recruitment of commissioners for the board. Commissioners gave updates on their projects.

AGENDA ITEM 8 – Matters from the Staff: Bracke offered that the EcoPass is working well, per Hagelin who was unable to attend today. Matthews said there will be a March 21st kiosk installation at Junction Place. Contract is signed for Pay by Phone, payment zone processing began. Winter questioned the need for a retreat. Koval and Pedersen did not think it was needed. Winter said the division goal is customer service and would like to hear thoughts on it. Winter continued with the EPS proposal and sought comments. Pedersen would like a simple template created. Winter introduced Susan Osborne, mayor pro tem, and offered that she applied for this board. Winter mentioned that another Joint District Board meeting is being planned for late April (third week).

Meeting adjourned at 10:34 a.m.

ACTION ITEMS:

MOTION: Koval motioned to approve the February 5, 2014 meeting minutes. Shanahan seconded the motion. The motion passed 3 – 0 (Dawson, Pawlowski and Sutherland absent).

April 2, 2014	FUTURE MEETINGS: Council Chambers	Regular Meeting
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APPROVED BY:

BOULDER JUNCTION ACCESS DISTRICT JOINT
COMMISSION

Attest:
Ruth Weiss, Secretary

Scott Pedersen, Chair

Memo

TO: Boulder Junction Access District Commission

FROM: Molly Winter
Director, DUHMD/PS

RE: Mobile Food Vending Vehicles in the MU4 Zone

DATE: March 28, 2014

In 2011, staff proposed and Council approved a mobile food vehicle ordinance allowing food trucks in certain zones under certain circumstances on private property, public right of way and on public property. Limitations were designated in the downtown and hill areas - any food truck needed to be 150 feet away from a restaurant in the public right of way – to address equity issues with brick and mortar restaurants that pay rent, triple net and district taxes. See Attachment A.

Staff proposed a change to the ordinance regarding the number of food trucks on private property – from two to four – and presented the recommendation to Planning Board on March 20th for their recommendation to City Council. No other changes to the ordinance were recommended.

Planning Board endorsed staff’s recommendation and added another proposal for consideration – to allow food trucks in the MU4 zone (the only area in the city designated with the MU4 zoning is Boulder Junction).

Staff recommends proceeding cautiously with this proposal in a deliberative manner as the MU4 area in Boulder Junction is in the initial stages of development. As the area gets established and the uses emerge, there could be an opportunity for food trucks but there is concern allowing food trucks in the area before leases of potential restaurants are signed.

As property owners and developers of Boulder Junction, I would appreciate your feedback on this issue that I can share with Planning Board and the City Council.

Thank you.

Attachment A: Boulder Revised Code 9-6-5-d regarding mobile food vehicles

Boulder Revised Code 9-6-5

Mobile Food Vehicle Sales. The following criteria apply to any mobile food vehicle sales use:

(1) Standards: The city manager will permit mobile food vehicle sales on private property, public property or in the public right of way if the use is permitted in the applicable zoning district and meets the following standards and conditions:

(A) The use shall be located at least:

(i) one hundred fifty feet from any residential zone districts, except as provided in Subsection (d)(1)(C) of this section;

(ii) one hundred fifty feet from any existing restaurant; and

(iii) two hundred feet from any other mobile food vehicle with regard to public right of way sales, no more than two mobile food vehicles per private property in the M1, M2, M3, B1, B2, B3, B4, B5, D1, D2 and D3 zone districts, and no limitation on the number of mobile food vehicles per private property with the owner's permission in the industrial zone district.

Distances shall be measured by the city on official maps as the radius from the closest points on the perimeter of the applicant's mobile food vehicle to the closest point of the designated residential zone or property of the restaurant. For purposes of this section, the term "restaurant" shall include "eating places" and "retail bakeries" as defined by the Standard Industrial Classification Manual, the edition of which shall be determined by the city manager. With regard to measurement between two or more mobile food vehicles in the public right of way, measurement shall be in the form of standard measuring devices, including and not limited to a tape measure.

(B) No person shall operate a mobile food vehicle in a public zone district unless in connection with an organized event pursuant to Section [4-18-2](#), "Public Property Use Permits," B.R.C. 1981, or at the Boulder Municipal Airport ("Airport") in such areas and manner within the Airport property as approved by the city manager pursuant to Section [11-4-4](#), "Special Airport Activity Permits," B.R.C. 1981. For purposes of this section, the Airport property shall be defined as Lot 2, Airport South Subdivision.

(C) No person shall operate a mobile food vehicle in a residential zone district except with prior approval by the city manager in the parking lot or the public right of way adjacent to North Boulder Park or in any other park as approved by the city manager.

(D) No person shall operate a mobile food vehicle sales use without a permit or in violation of the conditions of a permit. The permit will be valid for twelve consecutive months, or such other time as the city manager may by rule designate. Such application shall meet the following requirements:

(i) provide proof of, and maintain, a valid driver's license, vehicle registration, and current motor vehicle insurance;

- (ii) provide proof of, and maintain, a Colorado retail food license for a mobile unit;
- (iii) provide proof of, and maintain, a valid sales use tax license;
- (iv) provide payment of the fee prescribed by Section [4-20-66](#), "Mobile Food Vehicle Sales," B.R.C. 1981.

(E) As a condition of accepting the permit, the applicant shall sign an agreement, in a form acceptable to the city manager in which the applicant agrees to meet all requirements under this section and [Chapter 4-1](#), "General Licensing Provisions," B.R.C. 1981, and assume responsibility for the actions and omissions of its agents and employees in the performance of or failure to perform its obligation under the permit.

(2) Scope:

(A) In addition to the zoning districts permitted by this section, mobile food vehicle sales may take place in other public property locations, or in the public right of way, but only as part of an approved organized event or street closure permit, and granted pursuant to the authority in Section [4-18-2](#), "Public Property Use Permits," B.R.C. 1981, or any other relevant code section.

(B) The standards set forth in subparagraphs (d)(1)(A) and (d)(3) shall not apply to mobile food vehicle sales that meet the criteria as indicated in Subparagraphs (d)(2)(A) of this section, but shall be subject to any conditions imposed in connection with the event. All other requirements of this subsection shall apply.

(C) The city manager may from time to time prohibit the issuance of additional licenses in specified areas of the city in the interest of avoiding traffic congestion or preserving the public health, safety, and welfare.

(3) Operating Requirements: No person who operates any mobile food vehicle on public property or private property shall:

(A) obstruct the pedestrian or bicycle access or the visibility of motorists, nor obstruct parking lot circulation or block access to a public street, alley, or sidewalk;

(B) locate any vehicle, structure, or device upon a public sidewalk within the extended boundaries of a crosswalk, or within ten feet of the extension of any building entranceway, doorway, or driveway;

(C) fail to maintain, and provide proof when requested, of written consent from the private property owner authorizing the property to be used for the proposed use with regard to mobile food vehicle sales on private property;

(D) fail to park legally;

(E) operate before 7 a.m. or after 9 p.m. and for more than a maximum of four hours at any one approved location;

- (F) set up any structures, canopies, tables, or chairs;
 - (G) sell anything other than food and nonalcoholic beverages;
 - (H) provide amplified music;
 - (I) place signs/banners in or alongside the public right of way or across roadways. Signs must be permanently affixed to or painted on the mobile food vehicle;
 - (J) fail to have the vehicle attended at all times;
 - (K) fail to permanently display to the public in the food handling area of the mobile food vehicle the permit authorizing such use;
 - (L) fail to provide at least three separate and clearly marked receptacles for trash, recycling, and compost and properly separate and dispose of all trash, refuse, compost, recycling, and garbage that is generated by the use;
 - (M) cause any liquid wastes used in the operation to be discharged from the mobile food vehicle;
 - (N) fail to abide by all other ordinances of the city.
- (4) The general licensing provisions of [Chapter 4-1](#), "Licenses and Permits," B.R.C. 1981, shall apply.

Chapter 2-3: Boards and Commissions¹

2-3-1. General Provisions. [top](#)[↑]

(a) The city council:

- (1) At a regular meeting before April shall appoint members to city boards and commissions, who are city electors representing both sexes;
- (2) May remove any member by majority vote for conflict of interest violation², any other violation of applicable law, regulation, or policy, nonattendance to duty, failure to attend three consecutive regularly scheduled meetings without a leave of absence approved by a majority of the board or commission, or any other cause; and
- (3) Shall fill any vacancy for the remainder of its term.