



TO: Members of Council
FROM: Dianne Marshall, City Clerk's Office
DATE: September 17, 2013
SUBJECT: Information Packet

1. Call Ups

- A. Vacation of a 1,420 square foot portion of an existing utility easement bisecting the property at 2085 Balsam Drive (ADR2013-00150).
- B. Landmark Alteration Certificate to demolish an existing house and in its place construct a two-story, 3,300 sq. ft. house at 420 Spruce Street in the Mapleton Hill Historic District, per section 9-11-18 of the Boulder Revised Code (HIS2013-00184). This Landmark Alteration Certificate is subject to City Council call-up no later than **September 17, 2013**.

2. Information Item

- A. North Boulder Subcommunity Plan Update
- B. Snow and Ice Control Program and Sidewalk Snow Removal Enforcement

3. Boards and Commissions

- A. Landmarks Board – July 18, 2013
- B. Landmarks Board – August 7, 2013
- C. Library Commission – September 4, 2013

4. Declarations

None.



**INFORMATION PACKET
MEMORANDUM**

To: Members of City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
David Driskell, Executive Director of Community Planning & Sustainability
Charles Ferro, Development Review Manager
Sloane Walbert, Associate Planner

Date: September 17, 2013

Subject: Call-Up Item: Vacation of a 1,420 square foot portion of an existing utility easement bisecting the property at 2085 Balsam Drive (ADR2013-00150).

EXECUTIVE SUMMARY:

The applicant requests vacation of a 1,420 square foot portion of an existing twenty-foot utility easement at 2085 Balsam Drive (refer to **Attachment D** for exact location). The easement was originally dedicated on the Hillcrest Subdivision plat, recorded February 21, 1951. There is no public need for this portion of the utility easement because all utilities previously located in the easement have been relocated to the north side of Balsam Drive. A 6-foot private utility easement has been granted for the relocated power lines on the subject property. The proposed vacation was approved by staff on August 27, 2013. There is one scheduled City Council meeting on September 17, 2013 within the 30 day call-up period.

CODE REQUIREMENTS:

Pursuant to the procedures for easement vacations set forth in subsection 8-6-10(b), B.R.C. 1981, the city manager has approved the vacation of a 1,420 square foot portion of the existing twenty-foot utility easement. The date of final staff approval of the easement vacation was August 27, 2013 (refer to **Attachment E, Notice of Disposition**). This vacation does not require approval through ordinance based on the following criteria:

- It has never been open to the public; and
- It has never carried regular vehicular or pedestrian traffic.

The vacation will be effective 30 days later on September 26, 2013 unless the approval is called up by City Council.

FISCAL IMPACTS:

None identified.

COMMUNITY SUSTAINABILITY ASSESSMENTS AND IMPACTS:

- Economic: None identified.

- Environmental: None identified.

- Social: None identified.

BACKGROUND:

The subject property is located north of and adjacent to Balsam Drive, west of 22nd Street, in a Residential - Low 1 (RL-1) zone district (refer to **Attachment A**, *Vicinity Map*). The property is encumbered by a 20-foot utility easement that crosses the property in an east-west direction approximately 70 feet back from the front property line (please refer to **Attachment B**, *Site Plan*). The easement significantly limits any additions which may be made to the existing single family home on the property. The applicant is interested in building a two story addition on north side of existing residence in the current easement area.

The portion of easement to be vacated was originally dedicated for electric and telephone services in 1951. These services have since been moved to the north side of Balsam Drive. The power lines have recently been placed underground along the front property line and a 6-foot private utility easement has been granted to Public Service Company of Colorado (Xcel) for the relocated power lines. There are no public or private utilities located in the easement. Several neighboring parcels on the north side of Balsam Drive have also vacated the subject easement (reception no. 02108187, 2909934, and 03326353).

A concrete walk, concrete steps, and a retaining wall currently encroach into the subject easement. Given that there is no public need for the easement for which it was intended, failure to vacate the requested portion of easement would cause hardship to the property owner by limiting the development potential of the property.

ANALYSIS:

Staff finds the proposed vacation of a 1,420 square foot portion of an existing twenty-foot utility easement consistent with the standard set forth in subsection (b) of section 8-6-10, “*Vacation of Public Easements*”, B.R.C. 1981. All agencies having an interest in the easement have indicated that no need exists, at present or in the future, for that portion of the easement to be vacated. Staff has determined that no public need exists for the portion of easement to be vacated due to the fact that all public utilities have been relocated to the north side of Balsam Drive.

No vacation of a public easement shall be approved unless the approving agency finds that:

- ✓ 1. Change is not contrary to the public interest.
- ✓ 2. All agencies having a conceivable interest have indicated that no need exists, either in the present or conceivable future, for its original purpose or other public purpose.
- ✓ 3. Consistent with the Comprehensive Plan and Land Use Regulations.

- ✓ a. Failure to vacate the easement would cause a substantial hardship to the use of the property consistent with the Comprehensive Plan and Land Use Regulations; or
The easement is no longer necessary because all utilities have been relocated to the north side of Balsam Drive. The building site on this lot is currently limited by the utility easement. The applicant would like to build a two-story addition in the subject easement area.
- N/A b. Would provide a greater public benefit than retaining the property in its present status.

PUBLIC COMMENT AND PROCESS:

Notice of the vacation will be advertised in the Daily Camera within the 30 day call up period. Staff has received no written or verbal comments adverse to the vacation.

NEXT STEPS:

If the requested vacation is not called up by City Council then the Deed of Vacation (**Attachment C**) will be recorded. If the requested vacation is called up, and subsequently denied, the applicant will be limited to development on the property outside of the easement area.

ATTACHMENTS:

- Attachment A: Vicinity Map
Attachment B: Site Plan
Attachment C: Deed of Vacation
Attachment D: Exhibit A
Attachment E: Notice of Disposition

**ATTACHMENT A
VICINITY MAP**



**ATTACHMENT C
DEED OF VACATION**

For Administrative Purposes Only

Address: 2085 Balsam Dr.

Case No. ADR2013-00150

DEED OF VACATION

The City of Boulder, Colorado does hereby vacate and release to the present owners of the subservient land, in a manner prescribed by Subsection 8-6-10(b), B.R.C. 1981, the following portion of utility easement previously dedicated to the City of Boulder as part of the final Hillcrest subdivision plat recorded in Plat Book 5, Page 51 in the records of the Boulder County Clerk and Recorder on the 21 day of February, 1951, located at 2085 Balsam Drive and as more particularly described as follows:

See Exhibit A attached hereto and incorporated herein by reference.

The within easement vacation and release of said easement shall extend only to the portion and the type of easement specifically vacated. The within vacation is not to be construed as vacating any rights-of-way or easements or cross-easements lying within the description of the vacated portion of the easement.

Executed this _____ day of _____, 2013, by the City Manager after having received authorization from the City Council of the City of Boulder, Colorado.

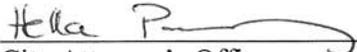
CITY OF BOULDER, COLORADO

By: _____
Jane S. Brautigam,
City Manager

Attest:

City Clerk

Approved as to form:



City Attorney's Office

9-4-2013
Date

EXHIBIT "A"

LOCATED IN THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 1 NORTH,
RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN,
COUNTY OF BOULDER, STATE OF COLORADO

SHEET 1 OF 2

VACATION OF A UTILITY EASEMENT IN LOT 19, BLOCK 2, HILLCREST, LOCATED IN THE
NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 70 WEST OF THE 6TH
P.M., COUNTY OF BOULDER, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS
FOLLOWS:

CONSIDERING THE SOUTH LINE OF LOT 17, SAID BLOCK 2, HILLCREST, TO BEAR NORTH
90°00'00" WEST, A DISTANCE OF 71.00 FEET BETWEEN TWO FOUND #5 REBAR WITH 2"
ALUMINUM CAPS "PLS 15315" ONE LOCATED AT THE SOUTHWEST CORNER OF SAID LOT 17,
AND THE OTHER LOCATED AT THE SOUTHEAST CORNER OF SAID LOT 17, WITH ALL BEARINGS
CONTAINED HEREIN BEING RELATIVE THERETO.

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 17; THENCE ALONG THE SOUTH LINE
OF LOTS 17 AND 18, SAID BLOCK 2, HILLCREST, SOUTH 90°00'00" EAST, A DISTANCE OF
142.00 FEET TO THE SOUTHWEST CORNER OF SAID LOT 19; THENCE DEPARTING SAID SOUTH
LINE AND ALONG THE WEST LINE OF SAID LOT 19 NORTH 00°00'00" EAST, A DISTANCE OF
69.54 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID WEST LINE
NORTH 00°00'00" EAST, A DISTANCE OF 20.01 FEET; THENCE DEPARTING SAID WEST LINE
NORTH 88°31'36" EAST, A DISTANCE OF 71.02 FEET TO A POINT ON THE EAST LINE OF SAID
LOT 19; THENCE ALONG THE EAST LINE OF SAID LOT 19 SOUTH 00°00'00" EAST, A DISTANCE
OF 20.01 FEET; THENCE DEPARTING SAID EAST LINE SOUTH 88°31'36" WEST, A DISTANCE OF
71.02 FEET TO THE POINT OF BEGINNING.

SAID VACATION AREA CONTAINING 1,420 SQ.FT. OR 0.03 ACRES, MORE OR LESS.

I, JOHN B. GUYTON, A LAND SURVEYOR LICENSED IN THE STATE OF COLORADO, DO HEREBY
STATE FOR AND ON BEHALF OF FLATIRONS, INC., THAT THIS PARCEL DESCRIPTION AND
ATTACHED EXHIBIT, BEING MADE A PART THEREOF, WERE PREPARED BY ME OR UNDER MY
RESPONSIBLE CHARGE AT THE REQUEST OF THE CLIENT AND IS NOT INTENDED TO
REPRESENT A MONUMENTED LAND SURVEY OR SUBDIVIDE LAND IN VIOLATION OF STATE
STATUTE.

JOHN B. GUYTON
COLORADO P.L.S. #16406
CHAIRMAN/CEO, FLATIRONS, INC.

FSI JOB NO. 13-61,386



JOB NUMBER: 13-61,386
DRAWN BY: B.SWIFT
DATE: AUGUST 14, 2013

THIS IS NOT A "LAND SURVEY PLAT" OR "IMPROVEMENT SURVEY PLAT" AND THIS EXHIBIT IS
NOT INTENDED FOR PURPOSES OF TRANSFER OF TITLE OR SUBDIVISIONS OF LAND. RECORD
INFORMATION SHOWN HEREON IS BASED ON INFORMATION PROVIDED BY CLIENT.

Flatirons, Inc.
Surveying, Engineering & Geomatics



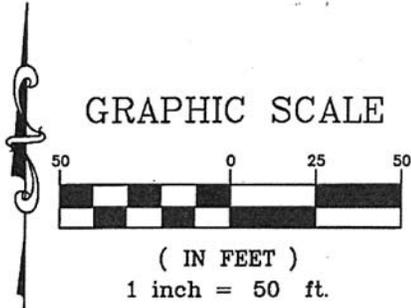
3825 IRIS AVE, STE 395
 BOULDER, CO 80301
 PH: (303) 443-7001
 FAX: (303) 443-9830
www.FlatironsInc.com

BY: BSWIFT FILE: 61386_EXHIBIT.DWG DATE: 8/14/2013 12:51 PM

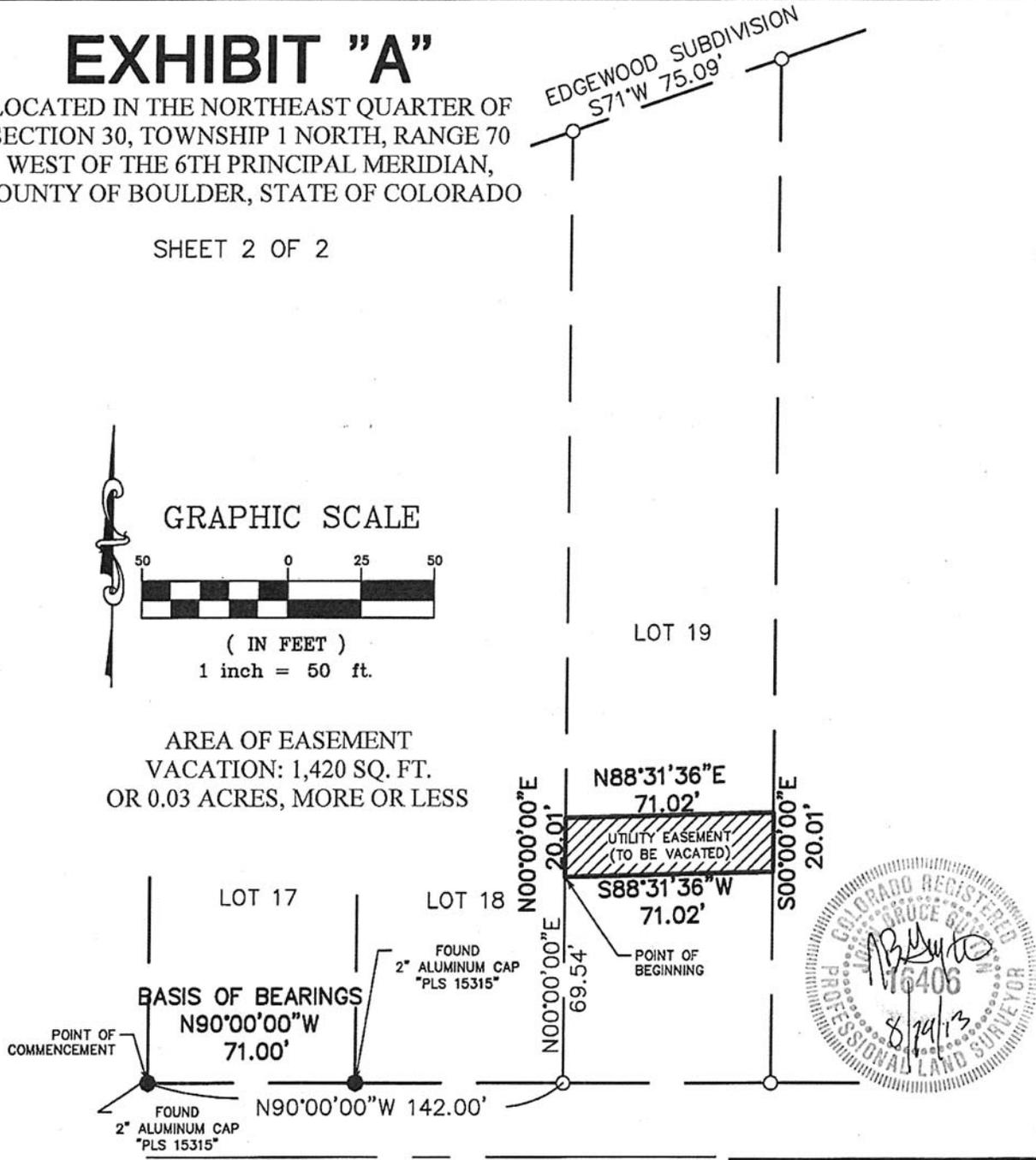
EXHIBIT "A"

LOCATED IN THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 70 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF BOULDER, STATE OF COLORADO

SHEET 2 OF 2



AREA OF EASEMENT
VACATION: 1,420 SQ. FT.
OR 0.03 ACRES, MORE OR LESS



BY:BSWIFT FILE:61386_EXHIBIT.DWG DATE:8/19/2013 7:21 AM

JOB NUMBER: 13-61,386
DRAWN BY: B.SWIFT
DATE: AUGUST 14, 2013

THIS IS NOT A "LAND SURVEY PLAT" OR "IMPROVEMENT SURVEY PLAT" AND THIS EXHIBIT IS NOT INTENDED FOR PURPOSES OF TRANSFER OF TITLE OR SUBDIVISIONS OF LAND. RECORD INFORMATION SHOWN HEREON IS BASED ON INFORMATION PROVIDED BY CLIENT.

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Surveying, Engineering & Geomatics



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**ATTACHMENT E
NOTICE OF DISPOSITION**



**CITY OF BOULDER
Planning and Development Services**

1739 Broadway, Third Floor • P.O. Box 791, Boulder, CO 80306-0791
phone 303-441-1880 • fax 303-441-3241 • web boulderplandevop.net

**ADMINISTRATIVE REVIEW
NOTICE OF DISPOSITION**

You are hereby advised that the following action was taken by the Planning Department:

DECISION: Approved
DATE: August 27, 2013
REQUEST TYPE: Vacation/Easement
ADDRESS: 2085 Balsam Drive
APPLICANT: Jason Pugh
CASE #: ADR2013-00150
LEGAL DESCRIPTION: Lot 19, Block 2, Hillcrest Subdivision, City of Boulder, County of Boulder, Colorado
DESCRIPTION: UTILITY EASEMENT VACATION to vacate a portion of an existing 20-foot utility easement bisecting the property at 2085 Balsam Drive.

FINAL DECISION STANDARDS:

Approved as submitted. This application is approved per the criteria for Vacation of Public Easements as set forth in section 8-6-10, B.R.C. 1981. This approval does not constitute building permit approval.

This approval is limited to the vacation of a 1,420 square-foot portion of an existing twenty-foot utility easement, previously dedicated to the City of Boulder and recorded in the records of the Boulder County Clerk and Recorder on the final plat of Hillcrest Subdivision in Plat Book 5, Page 51 on February 21, 1951.

INFORMATIONAL COMMENTS:

Pursuant to section 8-6-10(b), B.R.C. 1981, approval of an easement vacation "is not effective until thirty days after the date of its approval. Promptly after approving the vacation, the manager will forward to the city council a written report, including a legal description of vacated portion of the easement and the reasons for approval. The manager will publish notice of the proposed vacation once in a newspaper of general circulation in the City within thirty days after the vacation is approved. Upon receiving such report and at any time before the effective date of the vacation, the council may rescind the manager's approval and call up the vacation request for its consideration at a public hearing, which constitutes a revocation of the vacation."

This decision is final and may not be appealed. A new request may be considered only as a new application.

Approved By:

S Walbert
Sloane Walbert, Planning Department



INFORMATION PACKET MEMORANDUM

To: City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
David Driskell, Executive Director of Community Planning and Sustainability
Susan Richstone, Deputy Director of Community Planning and Sustainability
Lesli Ellis, Comprehensive Planning Manager
James Hewat, Senior Historic Preservation Planner
Marcy Cameron, Historic Preservation Planner

Date: September 17, 2013

Call-up Item: Landmark Alteration Certificate to demolish an existing house and in its place construct a two-story, 3,300 sq. ft. house at 420 Spruce Street in the Mapleton Hill Historic District, per section 9-11-18 of the Boulder Revised Code (HIS2013-00184). This Landmark Alteration Certificate is subject to City Council call-up no later than **September 17, 2013**.

Executive Summary

The proposal to demolish the non-contributing house and construct a 3,300 sq. ft. house at 420 Spruce St. as shown on plans dated 08/01/2013 was approved with conditions by the Landmarks Board (4-0) at the September 4, 2013 meeting. The decision was based upon the board's consideration that the proposed construction meets the requirements in Section 9-11-18, B.R.C. 1981.

The board's approval is subject to a 14-day call-up period by City Council. The approval of this Landmark Alteration Certificate is subject to City Council call-up no later than **September 17, 2013**.

ATTACHMENTS:

- A. Notice of Disposition dated September 4, 2013
- B. Photographs and Drawings of 420 Spruce St.

Notice of Disposition

You are hereby advised that on September 4, 2013 the following action was taken:

- ACTION:** Approved by a vote of 4-0 (**N. Fiore** absent)
- APPLICATION:** Public hearing and consideration of a Landmark Alteration Certificate to demolish an existing house and in its place construct a two-story, 3,300 sq. ft. house at 420 Spruce Street in the Mapleton Hill Historic District, per section 9-11-18 of the Boulder Revised Code (HIS2013-00184).
- LOCATION:** 420 Spruce St.
- ZONING:** Residential Low – (RL-1)
- APPLICANT/OWNER:** Juana Gomez/Julia and Luis Garza

This decision was arrived at based on the purposes and intent of the Historic Preservation Code as set forth in 9-11-18, B.R.C., 1981, as applied to the Landmark Alteration Certificate application.

Public Hearing

Nichole Ward, 2029 5th Street, Boulder, CO, neighbor of 420 Spruce Street, inquired if garage plans were submitted with the application.

Motion:

On a motion by **M. Gerwing**, seconded by **K. Snobeck**, the Landmarks Board adopted (4-0, **N. Fiore** absent) a resolution to approve the demolition of the non-contributing house and the construction of the proposed 3,300 sq. ft. house at 420 Spruce St. as shown on plans dated 08/01/2013, finding that they generally meet the standards for issuance of a Landmark Alteration Certificate in Chapter 9-11-18, B.R.C. 1981, subject to the conditions below and adopts the staff memorandum dated September 4, 2013 in matter 5A (HIS2013-00184) as findings of the board.

This recommendation is based upon staff's opinion that if the applicant complies with the conditions listed below, the proposed demolition and new construction will be generally consistent with the conditions specified in Section 9-11-18, B.R.C. 1981, the *General Design Guidelines*, and the *Mapleton Hill Historic District Design Guidelines*.

1. The applicant shall be responsible for constructing the house in compliance with the approved plans dated 08/01/2013, except as modified by these conditions of approval.

Attachment A
Notice of Disposition dated September 4, 2013

2. Prior to submitting a building permit application and final issuance of the Landmark Alteration Certificate, the applicant shall submit the following, which shall be subject to the final review and approval of the Landmarks design review committee: final architectural plans that include revisions to simplify the roof forms in a manner consistent with neo-traditional interpretations of the Edwardian Vernacular, including revisions to the inset dormer on the east elevation and cantilevered rear porch canopy.
3. The Landmarks design review committee shall review dormers, wall materials, exterior stair, fenestration on the front gable, west elevation, rear elevation, doors and window types and details including moldings, and proposed insets, paint colors, and hardscaping on the property to ensure that the approval is consistent with the *General Design Guidelines* and the *Mapleton Hill Historic District Guidelines* and the intent of this approval.

Attachment B
Photographs and Drawings of 420 Spruce St.

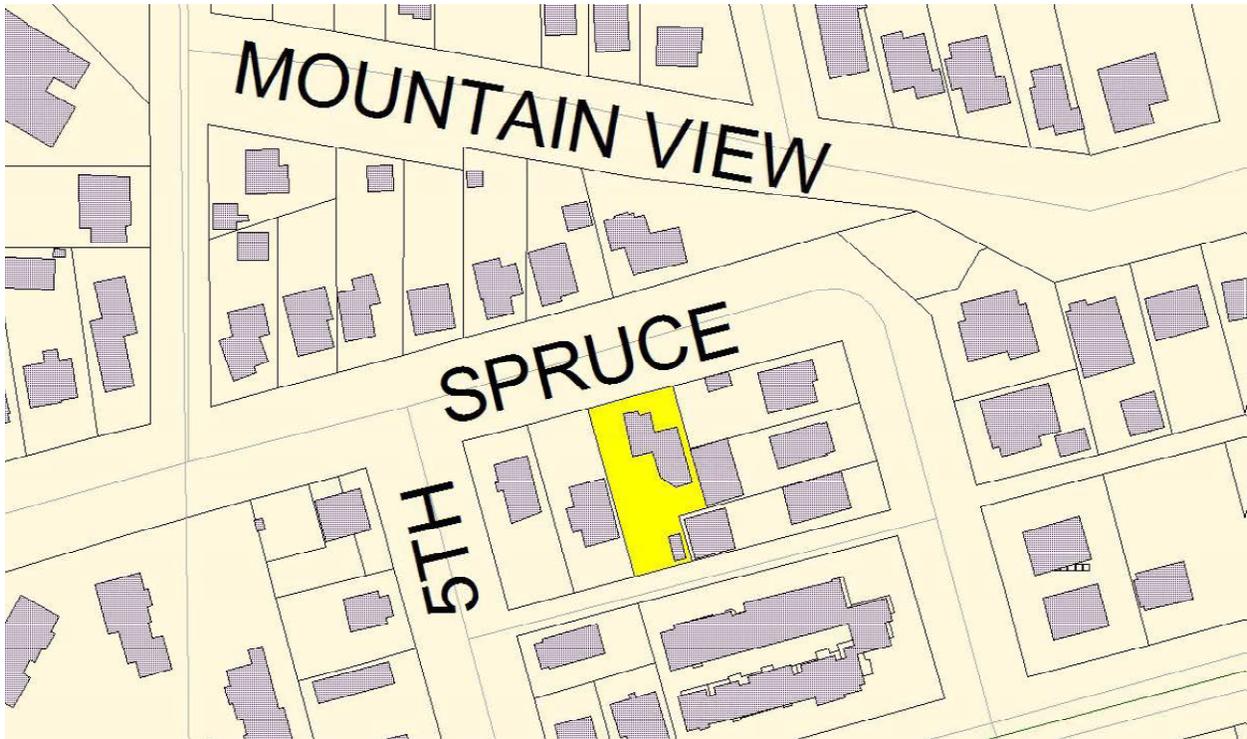


Figure 1. Location Map, 420 Spruce St.



Figure 2. 420 Spruce St from the northwest (Tax Assessor photo), 1944.

Attachment B
Photographs and Drawings of 420 Spruce St.



Figure 3. 420 Spruce St. from the northwest, 1988



Figure 4. 420 Spruce St. from northwest, 2013

Attachment B
Photographs and Drawings of 420 Spruce St.



Figure 5. West face of house



Figure 6. South elevation of 420 Spruce St.

Attachment B
Photographs and Drawings of 420 Spruce St.



Figure 7. Existing (l) and proposed (r) site plans, 420 Spruce St.



Figure 8. Proposed north elevation (façade)



Figure 9. Rendering from the northeast

Attachment B
Photographs and Drawings of 420 Spruce St.



Figure 10. Rendering from the northwest



Figure 11. Proposed south (rear) elevation



INFORMATION PACKET MEMORANDUM

To: Members of City Council

From: David Driskell, Executive Director of Community Planning & Sustainability (CP&S)
Susan Richstone, Deputy Director, CP&S
Lesli Ellis, Comprehensive Planning Manager
Marcy Cameron, Historic Preservation Planner, Planner I
Jeff Hirt, Planner II

Date: September 17, 2013

Subject: Information Item: North Boulder Subcommunity Plan Update

EXECUTIVE SUMMARY

The purpose of this memo is to provide council with information on the North Boulder Subcommunity Plan (1995 Plan) update. The plan update will focus on the North Broadway area, specifically the “Village Center” concept and Yarmouth North areas from the North Boulder Subcommunity Plan.

The 1995 Plan sets forth a vision for a North Boulder with “complete, discernible neighborhoods”. The plan’s overall goal is to strike a balance between preserving existing assets and to establish a vision for areas that had yet to develop at that time. Since adoption, the 1995 Plan has provided guidance for the transformation of much of North Boulder into a vibrant place with a variety of land uses.

North Broadway 1992 and 2013



The images above of the intersection of Broadway and Yarmouth (looking south) illustrate how the North Boulder Subcommunity Plan has shaped redevelopment along North Broadway.

Staff anticipates the first public kickoff meetings in October 2013. Over the course of 2013, staff has conducted focused interviews with community members, held a study session with Planning Board, and has begun a market study that will inform the plan update. This information has served as the foundation to begin the project. This memo includes the following:

- Project Background
- Recommended Project Scope and Process
- Community Input to Date (including Planning Board feedback from its August 15, 2013 study session), and
- A 1995 Plan Implementation Summary (including development activity)

Please contact Jeff Hirt for comments or questions about this project (hirtj@bouldercolorado.gov, 303-441-4497)

ISSUE STATEMENT

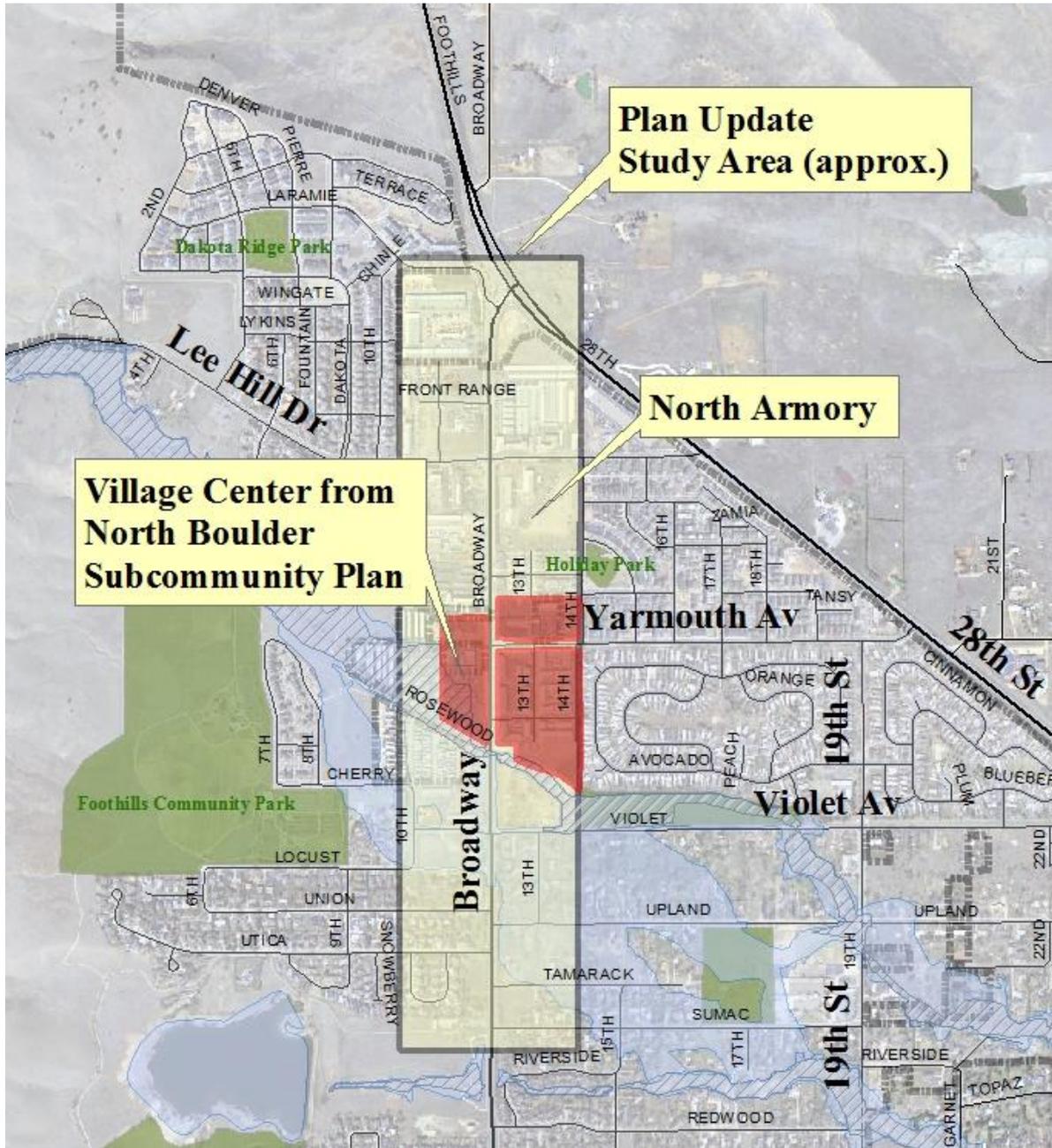
While the North Boulder Subcommunity Plan (1995 Plan) has shaped significant residential, mixed use, and retail redevelopment, some key elements from the plan have not been fully realized. Notably, the “Village Center” concept in and around Yarmouth Avenue and Broadway has been implemented on the east side of Broadway but not the west side. The North Armory site also has short term redevelopment potential.

In 2013, City Council requested a targeted plan update focusing on the Village Center and Yarmouth North area along Broadway (referred to as the North Broadway area in this memo) to address these issues.¹ Both market and land use policy factors warrant consideration, as do floodplain issues.

Staff anticipates the overall outcome for this project to be a plan amendment to address a focused set of topics and action items that advance the North Boulder Subcommunity Plan’s vision for the North Broadway area, further described in this memo.

Proposed Study Area (approximate)

¹ See 2013 Council Reference Notebook (Work Plan Items), page 139.



**Plan Update
Study Area (approx.)**

North Armory

**Village Center from
North Boulder
Subcommunity Plan**

Foothills Community Park

Dakota Ridge Park

Holiday Park

Broadway

Lee Hill Dr

Yarmouth Av

Violet Av

28th St

19th St

19th St

2ND

4TH

6TH

8TH

10TH

12TH

14TH

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FISCAL IMPACT

This project is just beginning and options have not been formulated yet, so no fiscal impacts have been identified. However, future implementation items may result in fiscal impacts (e.g., recommendations for future capital improvements in the North Broadway study area).

COMMUNITY SUSTAINABILITY ASSESSMENTS AND IMPACTS

- **Economic:** The North Boulder Subcommunity Plan update will focus on strategies to enhance the economic vitality of the North Broadway area. A market study will ensure policy options are grounded in the economic realities of North Broadway and contribute towards a more vibrant and sustainable area.
- **Environmental:** The North Boulder Subcommunity Plan update is just getting started, so no potential environmental impacts have been identified.
- **Social:** The North Boulder Subcommunity Plan update will include meaningful, interactive, and inclusive community engagement. A key goal will be a set of focused recommendations that reflect a balance between community priorities identified during the public engagement.

PLANNING BOARD AND CITY COUNCIL ROLES

The North Boulder Subcommunity Plan amendments will require both Planning Board and City Council approval. Staff anticipates periodic updates and discussion items with both groups throughout the project. Specifically, per Chapter 4 of the Boulder Valley Comprehensive Plan, “subcommunity and area plans are adopted by Planning Board and City Council and amended as needed with the same legislative process as originally adopted.”

ATTACHMENTS AND LINKS

- Attachment A: 1995 Plan Background and Plan Implementation Summary
- Attachment B: North Boulder Subcommunity Development Activity (1995-2013)
- Attachment C: North Broadway Market Study Summary
- 2013 Community Feedback Summary can be found at: [bouldercolorado.gov>A to Z>North Boulder Subcommunity Plan>North Boulder Subcommunity Plan Background](http://bouldercolorado.gov/A%20to%20Z/North%20Boulder%20Subcommunity%20Plan/North%20Boulder%20Subcommunity%20Plan%20Background)
- June 6, 2013 Planning Board Memo can be found at: [bouldercolorado.gov>A to Z>North Boulder Subcommunity Plan>North Boulder Subcommunity Plan Background](http://bouldercolorado.gov/A%20to%20Z/North%20Boulder%20Subcommunity%20Plan/North%20Boulder%20Subcommunity%20Plan%20Background)

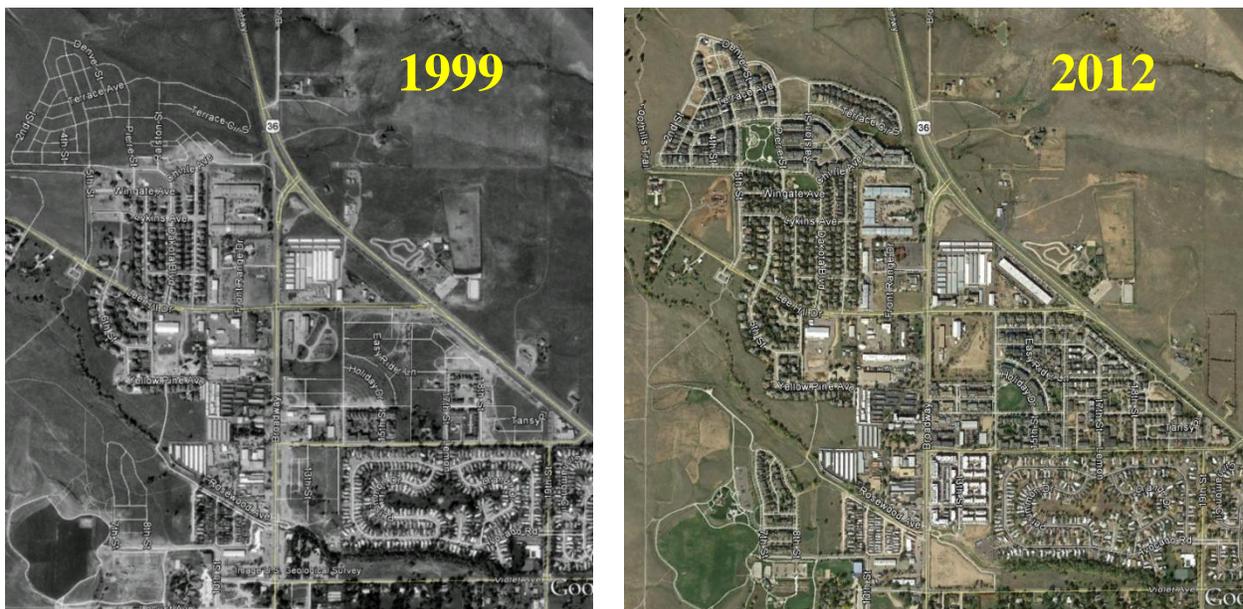
PROJECT BACKGROUND

The North Boulder Subcommunity Plan is the first and only subcommunity plan in the city.² The Planning Board and City Council adopted the original plan in 1995 after a three year process. **Attachment A: 1995 Plan Background and Implementation Summary** provides more information on the 1995 Plan process and content.

The city has held a number of informal community member discussions and assessed the plan's implementation to date. The results from these conversations and analysis have served as a foundation to understand the issues, opportunities, and current sentiment towards the 1995 Plan's vision.³ Based on this assessment, staff concludes that the plan's overall vision is still largely consistent with community values. However, some of the 1995 Plan's key recommendations need additional action to ensure implementation.

The 1995 Plan identifies the Village Center as the "symbolic heart" of the subcommunity and the future neighborhood center. The Yarmouth North area is also an area of anticipated change that may impact the 1995 Plan's vision for the Village Center area.

The scope is based on City Council's direction for a plan update with a focus on the Village Center and Yarmouth North areas (North Broadway).



1999 AND 2012 NORTH BOULDER AERIAL IMAGES

² The Boulder Valley Comprehensive Plan identifies nine subcommunities. North Boulder is the only one with a plan that encompasses the entire subcommunity.

³ Attachment 1: 1995 Plan Background further discusses the 1995 Plan's vision.

RECOMMENDED PROJECT SCOPE AND PROCESS

The following project scope is based on all of the input to date, including the discussion with the Planning Board on August 15, 2013. The project is intended to be geographically focused, and mostly aimed at realizing the vision for North Broadway from the North Boulder Subcommunity Plan. This is also consistent with previous City Council discussions regarding a focused, implementation-oriented plan update.

Staff anticipates the update will take approximately one year from the public kickoff in October 2013. The process will be guided by the following goals. It will:

- Be focused and efficient.
- Engage the North Boulder community in meaningfully, open, conveniently-located, and interactive ways.
- Coordinate with stakeholders at pivotal times.
- Coordinate parallel initiatives within the city to make the process clear and easy for the public.
- Involve the Planning Board and other boards and commissions and seek their guidance.
- Create an actionable final product that reflects an understanding of issues and opportunities and the community's vision for the North Broadway area and includes action steps.

Timing and Phases

The update will occur through three-phases. Each will include public engagement:

Phase 1: Inventory and Kick off (currently underway), includes compiling background information and analysis, launching the project, and preparation of a North Broadway market study, all of which will inform Phase 2.

Phase 2: Options and Analysis, will explore different options and result in a preliminary draft plan update.

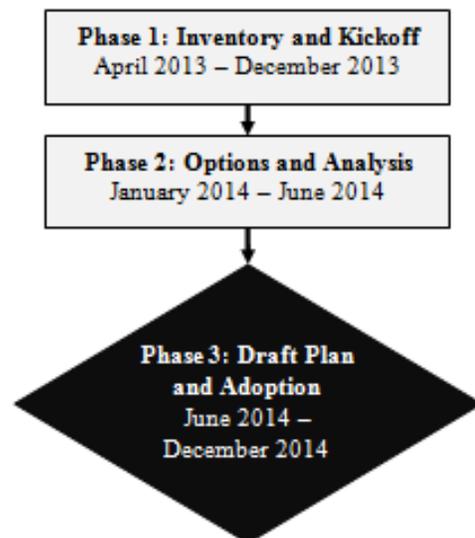
Phase 3: Draft Plan and Adoption, will conclude with the final plan adoption and include implementation items.

Scope

The list below provides the preliminary scope of items that will inform the plan amendments. The update will focus on the North Broadway area.

- **North Broadway Market Study:** A market study will inform the land use mix on North Broadway and address the viability of commercial space along the corridor, with a focus on the Village Center and Yarmouth North areas. This study will address the feasibility of an “anchor” (such as a grocery store or other) land use and other barriers and opportunities. **Attachment C** provides more detail and a status update.

Recommended Project Schedule



- **Analysis of Changes Since the 1995 Plan:** An analysis of North Broadway’s land use mix, current zoning, and future land use categories in the plan will inform the plan update. A significant amount of work has already been done including an analysis of development activity and plan implementation (See **Attachments A and B.**) Preliminary findings show that development activity has been largely consistent with the 1995 Plan’s estimates for future housing units and nonresidential square footage. The city has also implemented a significant number of the 1995 Plan’s key recommendations including new zoning districts and rezonings that have led to redevelopment. The market study will provide additional analysis.
- **Plan Amendments** – The analysis and community feedback will inform the amendments. The overall outcome will be a plan amendment to address a focused set of topics and subsequent or parallel action items that advance the North Boulder Subcommunity Plan’s (1995 Plan) vision for the North Broadway area. The exact form of these amendments is yet to be determined, but will likely be some type of addendum to the 1995 Plan or a new chapter or section.

Community Engagement

To allow for meaningful engagement, the city will use a combination of traditional events and meetings and digital methods. The first phase will “kick off” in the fall, although numerous conversations and feedback portals have already helped to shaped this preliminary scope. Public engagement strategies include:

- **Events** – this will include city-hosted events at various key project stages and “piggybacking” on other scheduled community events. For example, staff plans to coordinate outreach activities with the Transportation Master Plan and Comprehensive Housing Strategy to foster a more streamlined feedback portal for a variety of issues identified.
- **Web-based** – The city will use digital engagement tools, including a project website and is investigating the best approaches through social media.

Late Summer/Early Fall 2013 Events in North Boulder

Community engagement will occur throughout the project. Specific fall opportunities will include: (1) a “storefront” workshop in North Boulder, focused around the Transportation Master Plan, and (2) a project “kickoff” event in North Boulder with city representatives from housing, transportation, and the library.

Phase 1: Inventory and Assessment - Status

Phase 1: Inventory and Assessment is underway. To date, staff has focused on identifying issues and the project approach and is gearing up for the official project “kickoff” anticipated in late summer/early fall 2013. This will include broader public outreach opportunities noted above in the Project Scope and Process section.

The list below summarizes some key tasks completed through August 2013.

- **Conversations** – Staff held focused conversations with over 20 North Boulder community members ranging from the North Boulder Alliance, property owners, developers, and other community members in March and April of 2013. (See link to 2013 Community Feedback Summary on page 3)

- **June 6, 2013, Planning Board Memo** – The June memo summarized issues and a preliminary scope and schedule and sought feedback from the Planning Board and community members. Feedback then informed this memo. (See link to memo on page 3)
- **July 13, 2013, Holiday Neighborhood Party** – Staff hosted a booth and provided information about the plan update.
- **North Broadway Market Study** – Staff put the project out to bid, selected a consultant, and scoped a market study for the North Broadway area. (See **Attachment C.**)

PLANNING BOARD COMMENTS – AUGUST 15, 2013 STUDY SESSION

The Planning Board held a study session on the North Boulder Subcommunity Plan update on August 15, 2013. The following summarizes Planning Board comments from this meeting.

Planning Board Comments

- Integration with Parallel Initiatives: The city has numerous related but parallel initiatives underway including the Transportation Master Plan and Comprehensive Housing Strategy. The North Boulder Subcommunity Plan update should integrate with efforts like these as it relates to the study area. In particular, the city should keep North Boulder community members informed of those projects.
- Transportation Issues: Transportation is important to consider within the study area. The city needs to assess how new street connections (including connections already identified in the 1995 Plan that have not been built) can contribute to the goal of a vibrant and sustainable North Broadway area.
- Land Use and Zoning: The plan update should evaluate land use and zoning barriers towards realization of the 1995 Plan’s vision for North Broadway. In particular, land use restrictions on desirable uses (e.g., new types of artist’s studios) and parking regulations may present barriers.
- Study Area Boundaries: The Planning Board supports extension of the plan update study area south to Sumac. The purpose of this extension is to include some areas along Broadway that have redevelopment potential that are south of Violet Avenue (see project map on page 4).
- Community Engagement: Community Engagement should be meaningful and interactive. The city should host events in North Boulder when possible. This process should try and engage people who typically have not been engaged in projects like this.
- Arts Community: The Planning Board supports partnering with the North Boulder arts community on the plan update where possible. For example, the artist’s community could help the city assess how the plan update could foster arts related “placemaking” on North Broadway and assist with community engagement.
- Market Study – The Planning Board supports the North Broadway Market Study as a foundation to kick the project off and inform policy options.

A more detailed summary of the August 15, 2013 Planning Board meeting can be found at the link to the 2013 Community Feedback Summary on page 3 of this memo.

COMMUNITY INPUT TO DATE

Over the spring and summer of 2013, staff interviewed over 20 community members to ask about issues that this targeted plan update should address. Those interviewed included residents and neighborhood representatives, developers, land owners, arts community representatives, and community leaders. The

2013 Community Feedback Summary link on page 3 of this memo provides a detailed summary of these interviews.

In addition, staff sent a memo on June 6, 2013 to the Planning Board and community members to get feedback. The information at memo link on page 3 provides a detailed summary of these comments.

This feedback has informed the scope and process summarized in this memo.

It is important to note that community members have also raised additional North Boulder Subcommunity-specific issues that may fall outside of the geographic focus for this project. (See 2013 Community Feedback Summary link on page 3 for a detailed summary.)

Some common themes have emerged from this feedback that include:

1. **1995 Plan Vision.** The 1995 Plan's overarching vision is still valid (primary concepts include strengthening established areas; redevelopment with a focus on walkable, connected, and mixed use places; a diversity of housing choices; new community and civic attractions; improved design quality; an integrated network of parks and open space; and preservation and enhancement of sensitive environmental areas);
2. **North Broadway Area Village Center.** The North Broadway area has the most opportunity and potential for change. Interviewees support some type of anchor land use (either a grocery store or other anchor land use along Broadway) in the North Broadway area and seek to realize the Village Center vision;
3. **Housing.** Since 1995, a diversity of housing choices have emerged as called for in the plan, but the community believes there may now be an overconcentration of affordable and/or special needs housing (analysis from the Comprehensive Housing Strategy currently underway will help understand how this may relate to the project scope);
4. **Connections.** The 1995 Plan's vision for connectivity has not been fully realized—there are several missing multi-modal connections and the need for improved transit service; and
5. **Arts District.** The community supports a North Boulder Arts District concept.

Staff recognizes that the items identified during interviews are critical towards advancing the 1995 Plan's vision. Several of these items (such as a library) are being addressed. In addition, parallel initiatives like the new Comprehensive Housing Strategy may be more appropriate venues to address specific issues like housing. The Proposed Scope Items section above provides more detail on the geography and types of issues that the plan update will address.

Figure 1: Draft Plan Update Process and Timeline

The following table summarizes the anticipated tasks and timeline to complete the plan update in a focused, efficient, and responsive manner.

North Boulder Subcommunity Plan Update Process

2013										2014										
Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
PHASE 1: INVENTORY & KICK OFF										PHASE 2: OPTIONS & ANALYSIS					PHASE 3: DRAFT PLAN & ADOPTION					
1995 Plan Implementation Analysis ✓																				
Existing Conditions Assessment ✓																				
North Broadway Market Study ✓																				
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">PB</div> <div>August 15 Discussion</div> </div>																				
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">CC</div> <div>Information Packet Item (9/17)</div> </div>										<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Policy and Land Use Options ✓</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Draft Plan Amendments ✓</div>										
<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px; text-align: center;">Community Outreach</div> <div>October: 1) Joint TMP Workshop/Plan Update 2) Public Meeting: Issues, Opportunities & Prelim. Goals</div>																				<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PB</div> <div>Market study results and check in on options</div>
										<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">CC</div> <div>Discussion item</div>										
										<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Community Outreach</div> <div>Feedback on Choices & Policy Options</div>					<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Final Plan w/ Implementation Scope & Schedule ✓</div>					
															<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PB</div> <div>Plan adoption</div>					
															<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Community Outreach</div> <div>Feedback on Draft Plan Amend.</div>					
															<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">CC</div> <div>Plan adoption</div>					

LEGEND	Planning Board	City Council	Community Outreach (may include more than one meeting per stage)	Deliverables
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NEXT STEPS

Next steps include the following:

Inventory and Assessment	Ongoing
“Storefront” workshop - North Boulder-Focused Transportation Master Plan	Late Summer 2013/TBD
“Kickoff” event (with city staff from housing, transportation, library)	Late Summer/Early Fall 2013
North Broadway Market Study	Completed October 2013

ATTACHMENTS

- **Attachment A:** 1995 Plan Background and Plan Implementation Summary
- **Attachment B:** North Boulder Subcommunity Development Activity (1995-2013)
- **Attachment C:** North Broadway Market Study Summary

1995 Plan Background and Plan Implementation Summary

The 1995 Plan overarching goals and objectives reflect a desire to strike a balance between preserving existing assets and to establish a vision for areas that had yet to develop at that time. A key theme throughout the 1995 Plan is also the goal of “complete, discernible neighborhoods.” It also aims to “preserve positive aspects of the subcommunity and ensure that future changes are beneficial both the subcommunity citizens and the city as a whole.”

The North Boulder Subcommunity Plan is the only such plan in the city. The original 3-year process took place from 1992-1995, involving stakeholders and steering committee. For the most part, the process followed a common set of steps from inventory and analysis, to recommendations, to public review and comment, to adoption before the Planning Board and City Council (August 1995). In 1993, the process was briefly put on hold to address citywide goals through the Integrated Planning Process (IPP).⁴

In 1996 and 1997, the plan was amended to address recommended land use patterns in specific locations. The table on the following page provides a more detailed, chapter-by-chapter summary of the 1995 Plan.

⁴ The Integrated Planning Process (IPP) in 1993 was a citywide effort that resulted in several broad goals and objectives (e.g., strengthening and supporting existing neighborhoods), and more specific goals like population targets. City Council requested the North Boulder Subcommunity Plan be suspended pending the outcomes of that project.

Figure 2: North Boulder Subcommunity Plan Chapters and Key Concepts

Plan Chapter	Summary and Key Concepts
<p>Chapters 1-4 Executive Summary, Introduction, History, Existing Conditions</p>	<p>Chapters 1-4 establish the overall framework and process for the 1995 Plan. These chapters also establish overarching goals and objectives with a focus on smart growth principles like walkable, mixed use neighborhoods patterned after the character of historic neighborhoods.</p>
<p>Chapter 5 Neighborhoods</p>	<p>Chapter 5 establishes an overarching set of goals and objectives for North Boulder neighborhoods and establishes neighborhood-specific development guidelines. This chapter also stresses the protection of the character of existing neighborhoods with guidelines for new neighborhoods. New residential neighborhoods should provide a diversity of housing types with a walkable and connected transportation network.</p>
<p>Chapter 6 Employment and Retail Centers</p>	<p>Chapter 6 identifies current and expected employment and retail centers within each neighborhood. It includes additional goals and objectives that reflect the desire for “complete, discernible neighborhoods.” The focus areas are the Village Center around Yarmouth Avenue and Broadway and the Service Industrial Areas along Broadway and Lee Hill Road. This chapter identifies the Village Center area as the “symbolic heart” of the subcommunity, with a full complement of neighborhood-scale services. This chapter also recognizes the importance of existing industrial areas that serve a community need and provide affordable nonresidential space.</p>
<p>Chapter 7 Community Facilities</p>	<p>Chapter 7 sets forth recommendations for new community facilities like libraries, schools, police and fire stations, and social services, while preserving existing community facilities. This chapter also establishes related goals and objectives to better serve subcommunity residents, including a branch library, transit centers at key destinations, and several new parks.</p>
<p>Chapter 8 Transportation</p>	<p>Chapter 8 sets forth recommendations for a transportation network with an emphasis on creating walkable and well connected streets and blocks. This chapter also includes an “Auto/Transit Improvements Right-of-Way Plan” that guides decision making for new infrastructure.</p>
<p>Chapters 9-10 Open Space and Natural Resource Protection, Parks and Open Lands</p>	<p>Chapters 9-10 set forth related goals and objectives for view protection, open space, topography, creeks, and irrigation ditches.</p>
<p>Chapter 11 Future Growth</p>	<p>Chapter 11 contains a summary of the projections and build out analysis that was conducted as part of the Integrated Planning Project (IPP) is included in this chapter. The results of this analysis informed North Boulder subcommunity-wide and neighborhood-specific target density ranges and square footages. This chapter also includes the Land Use Map that summarizes the recommended future land uses.</p>

North Boulder Subcommunity Plan Implementation Summary

The North Boulder Subcommunity Plan contains numerous recommendations, many of which have been implemented. These recommendations range from new development and design standards, capital investments in civic facilities, and new transportation connections. Some of the key items from the 1995 Plan that the city has implemented include:

- **Five new zoning districts**, including a Business Main Street (BMS) district that was used for a rezoning for the Village Center area;
- **Numerous new parks** in accordance with the 1995 Plan, including Foothills Community Park and Holiday Neighborhood Park;
- **Several annexations** of county enclaves consistent with the 1995 Plan; and
- **New transportation connections** made in accordance with the 1995 Plan as redevelopment has occurred.

***NOTE: This is an updated version of the “1995 North Boulder Subcommunity Plan Implementation Status” section of the June 6, 2013 Planning Board memo.*

FIGURE 3: 1995 PLAN IMPLEMENTATION SUMMARY

Category	Implementation Item and Description	Implementation Status	
<p>Zoning and Land Use</p>	<p>New Zone Districts and Development Standards The 1995 Plan contains numerous recommendations for new North Boulder zone districts and development standards.</p>	<p>Five new zoning districts were created and properties were subsequently rezoned to:</p> <ul style="list-style-type: none"> • A business main street zone, patterned after historic 'Main Street' business districts; • Three mixed use zones that provide a transition between the higher intensity business 'Main Street' and surrounding residential or industrial areas; and • A mixed density residential zone district. 	<p>CURRENT ZONING MAP</p>

FIGURE 3: 1995 PLAN IMPLEMENTATION SUMMARY

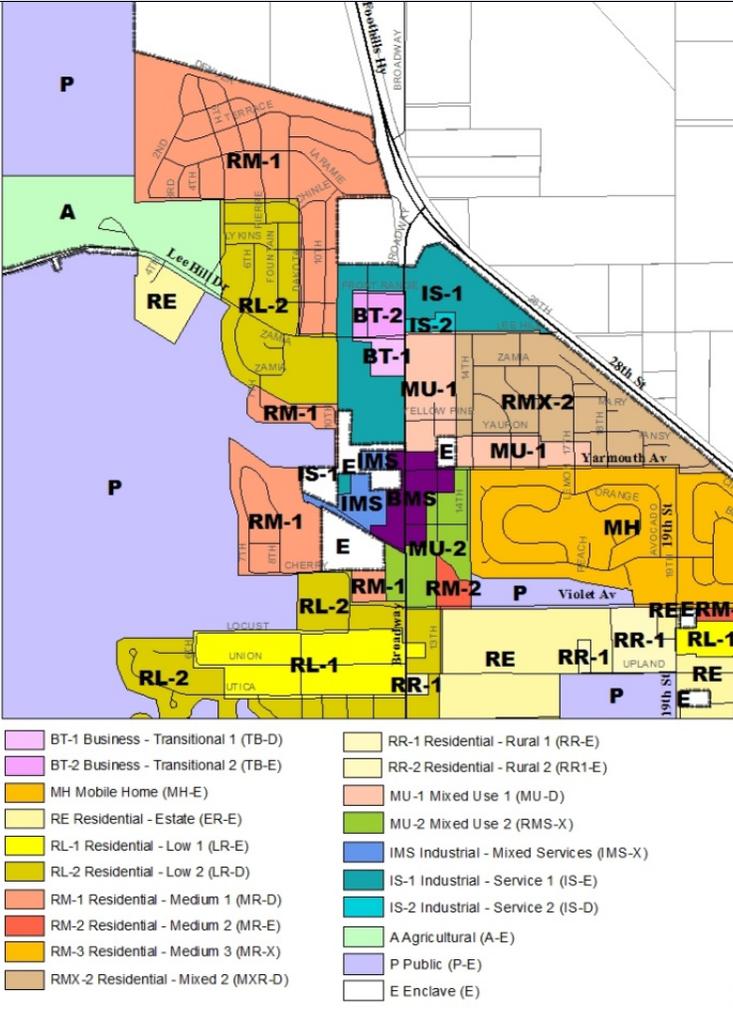
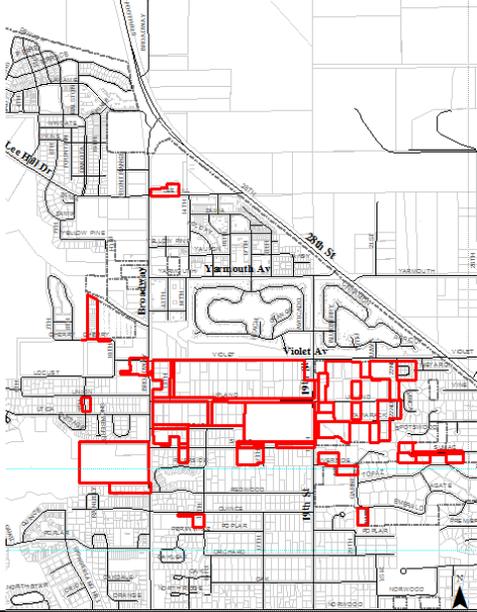
Category	Implementation Item and Description	Implementation Status
<p>North Broadway Area (Village Center and Yarmouth North)</p>	<p>Village Center The 1995 Plan calls for a Village Center concept on both sides of Broadway at around Yarmouth Avenue.</p>	<ul style="list-style-type: none"> • The city has rezoned properties in the Village Center and Yarmouth North areas to BMS, MU-1, and RMX-2 (see current zoning map to the right). • The east side of the Village Center has seen significant redevelopment, but the west side has not. • These redevelopment areas have been largely consistent with the plan’s goals for vertical mixed use and pedestrian-oriented design. 

FIGURE 3: 1995 PLAN IMPLEMENTATION SUMMARY

Category	Implementation Item and Description	Implementation Status
Community Facilities, Parks, and Open Space	Parkland The 1995 Plan recommends several new parks throughout the subcommunity.	Since 1995, the following parks have been built or are in the process of being built: <ul style="list-style-type: none"> • Foothills Community Park • Neighborhood Park on the Mann property • Holiday Neighborhood Park • The Elks Neighborhood Park is in the 2013-2018 Capital Improvements Plan • Dakota Ridge Neighborhood Parks
	North Boulder Library The 1995 Plan recommends a new Boulder Library branch in North Boulder	The Boulder Public Library Commission recently passed a resolution endorsing the concept of a North Boulder Library Station (570 square feet) operating in the Westview Apartment storefront in the vicinity of the Broadway and Yarmouth intersection. The library staff is currently evaluating costs and benefits of the proposed Library Station.

FIGURE 3: 1995 PLAN IMPLEMENTATION SUMMARY

Category	Implementation Item and Description	Implementation Status
<p>Annexation</p>	<p>The 1995 Plan supports annexation of county enclaves (Area II properties) in the North Boulder Subcommunity.</p>	<p>Since 1995, several county enclaves have annexed into the city in the North Boulder Subcommunity. The map below highlights these areas:</p> <p style="text-align: center;">ANNEXATIONS SINCE 1995 (OUTLINED IN RED)</p> 
<p>Transportation and Streetscape</p>	<p>Development Compliance with Transportation Plan The 1995 Plan recommended a new requirement for compliance with the Transportation Plan during development or redevelopment.</p>	<p>The city adopted an ordinance that requires dedication or reservation of Rights-of-Way in conformance with the North Boulder Subcommunity Transportation Plan.</p>

North Boulder Subcommunity Development Activity (1995-2013)

The 1995 Plan sets forth specific estimates for future growth in the North Boulder Subcommunity. Staff analysis of building permit records from 1995-2013 reveal the North Boulder Subcommunity is:

- **Approaching the 1995 Plan’s Estimate for New Residential Units** - The 1995 Plan approximated between 1,629-1,784 new housing units would be built within “about 13-17 years” in the subcommunity based on a number of factors.⁶ According to city building permit records, approximately 1,700 new housing units have been built since the 1995 Plan. The city’s growth projections for the North Boulder Subcommunity estimate an additional approximately 550 housing units by 2035.⁷
- **Adding More Retail than the 1995 Plan Estimated** – The 1995 Plan estimated 85,000 square feet of new retail subcommunity-wide. Since 1995, about 178,000 square feet of new retail has been built.
- **Adding Office Space at Faster Rate than any other Land Use** – From 1995 to 2013, the amount of new office space increased by 291% from approximately 100,000 square feet to approximately 391,000 square feet, closely matching the 1995 Plan’s estimated new office space of approximately 299,000 square feet.

The tables that follow provide a more detailed summary of residential and nonresidential development activity since the 1995 Plan, along with existing land use and zoning.⁸

FIGURE 4: LEE HILL ROAD CONCEPT

1995 Plan Concept for Lee Hill Road Area

2013 Development Pattern



The above images illustrate how the 1995 Plan helped shape development patterns.

⁶ These factors included Boulder Valley Comprehensive Plan density assumptions by zone district and growth rates consistent with the North Boulder projections from the Integrated Planning Project.

⁷ The city’s growth projections use a variety of factors from current zoning to future land use, to more qualitative analysis of specific sites with growth potential.

⁸ SOURCES: North Boulder Subcommunity Plan, city building permit records. The numbers reflect building permits where Certificates of Occupancy (C.O.) were issued between 1995 and 2013. There are several developments under review that have not received C.O.’s to date.

Table 1: NORTH BOULDER SUBCOMMUNITY-WIDE RESIDENTIAL DEVELOPMENT ACTIVITY (1995-2013)

	1995 Total	Percent of 1995 Total	1995 Plan Estimate for Future Units	New Since 1995	Total Units 2013	Percent of Total Units 2013	Increase 1995-2013
Attached Units	1,084	27%	n/a	1,096	2,180	38%	101%
Detached Units (includes mobile homes)	2,930	73%	n/a	635	3,566	62%	22%
Total North Boulder Subcommunity Wide Housing Units	4,014	100%	1,629-1,784 New Units	1,731	5,745	100%	43%

Table 2: NORTH BOULDER SUBCOMMUNITY NONRESIDENTIAL DEVELOPMENT ACTIVITY

	1995 Count (sq. ft)	Percent of 1995 Total	1995 Plan Estimate for Future Square Footage	New Square Feet Since 1995	Total Square Footage 2013	Percent of Total 2013	Increase 1995-2013
Retail	200,000	27%	85,000	178,177	378,177	30%	89%
Office	100,000	13%	299,000	291,057	391,057	31%	291%
Industrial	450,000	60%	n/a	45,969	495,969	39%	10%
Total	750,000	100%		515,203	1,265,203	100%	69%

Existing Zoning and Land Use in the North Boulder Subcommunity

The following tables illustrate the current zoning and land use conditions in the North Boulder Subcommunity. Generally, the data shows that:

- Most of the subcommunity is zoned low or medium density residential;
- A significant portion of the subcommunity is zoned and used as public (open space, parks, etc);
- A higher percentage of land is *classified* as a commercial land use than the amount of land that is *zoned* for commercial, and
- A lower percentage of land is *classified* as an industrial land use than is actually *zoned* industrial.

Table 3: EXISTING LAND USE BY LAND AREA, NORTH BOULDER SUBCOMMUNITY⁹

Name	Acres	Percent
Agricultural	1.0	0.07%
Commercial	103.7	6.9%
Industrial	3.7	0.2%
Mixed Use	11.4	0.8%
Residential	1,088.5	72.4%
Public/Institutional	204.7	13.6%
Vacant	90.7	6%

Table 4: EXISTING ZONING BY LAND AREA, NORTH BOULDER SUBCOMMUNITY

Zone District Category	Acres	Percent
Agricultural	17.8	1.0%
Commercial	23.9	1.2%
Industrial	120.1	6.0%
Mixed Use	34.8	1.7%
Residential	1,391.1	69.9%
Public/Institutional	222.5	11.2%

⁹ SOURCE: Boulder County Assessors Office (based on how the county classifies land uses, which may not align with city zoning classifications).

North Broadway Market Study Summary

The plan update should produce outcomes that are based on the current economic and market realities of the North Boulder Subcommunity. The Market Study will help inform the plan. ArLand Land Use Economics will prepare the Market Study that will achieve several purposes, including:

- **A Market Demand Analysis** – The market study will assess the current market demand in North Boulder for different land uses, with an emphasis on the role of an “anchor” land use such as a grocery store (and other potential anchor land uses). This will include focused interviews with developers, commercial brokers, and other area development interests.
- **Barriers Analysis** – The market study will analyze the related barriers towards redevelopment and plan implementation based on the market information.
- **1995 Plan Village Center and Yarmouth North Implementation** – The market study will analyze of the feasibility of fully developing the 1995 Plan’s Village Center concept and evaluate redevelopment potential in the Yarmouth North area.
- **Action Items** – The market study will result in a set of action items based on the market analysis and identified barriers towards realizing the 1995 Plan’s vision.

The schedule below briefly summarizes the anticipated market study schedule and key tasks.

Table 5: Anticipated North Broadway Market Study Schedule

Task	Outcomes	Timeline
Interviews/Roundtable Discussions/Public Meetings	<ul style="list-style-type: none"> • Interviews with area development interests • Public meeting presentation(s) 	Ongoing
Market Analysis	Establish Market Area and Analyze: <ul style="list-style-type: none"> • Population and Demographics • Anchor Land Use Potentials • Office/Employment Potentials • Other Commercial Services and Mixed Use Potentials 	
Barriers to Redevelopment/Plan Implementation	Identify key market barriers and related actions towards realizing the 1995 Plan’s Village Center and Yarmouth North area vision	Final Report – Expected October 2013
Redevelopment Strategy	Recommendations for changes to Village Center and Yarmouth North concepts	
Report and Presentations	Final report summarizing the market analysis, findings from interviews, barriers, and recommendations to inform plan update	



INFORMATION PACKET MEMORANDUM

To: Members of City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
Maureen Rait, Executive Director of Public Works
Tracy Winfree, Director of Public Works for Transportation
Mark Beckner, Police Chief
Greg Testa, Deputy Police Chief
Carey Weinheimer, Police Commander
Felix Gallo, Transportation and Utilities Maintenance Coordinator
Jennifer Riley, Code Enforcement Supervisor
Cris Jones, Transportation Planner

Date: September 16, 2013

Subject: Information Item: Snow and Ice Control Program and Sidewalk Snow Removal Enforcement

EXECUTIVE SUMMARY

This year, the city's official "snow season," in terms of operational response preparation, begins Sept. 16, 2013 and lasts until May 30, 2014. With the onset of winter, questions arise from the public regarding the city's snow removal procedures. This memorandum provides City Council with information on the city's snow and ice control program, new residential road plowing pilot program, sidewalk snow removal enforcement, and the snow information brochure.

The goals of the city's snow and ice control program, as related to the Transportation Master Plan, are to:

1. Keep primary and secondary streets, on-street bike lanes and the off-street path system open.
2. Respond with enhanced service levels in the event that a significant snowfall impedes the mobility of the public in and around residential roads, sidewalks and bus shelters.

3. Use materials and equipment efficiently and effectively to help reduce the dangers of traveling in inclement weather.
4. Enforce the sidewalk snow removal regulations (section 8-2-13, B.R.C. 1981) that require all owners or residents of private property to have ice and snow hazards cleared from public sidewalks or walkways abutting their property no later than 24 hours after a snowfall or snowdrift.
5. Communicate any delayed opening or early release decisions in advance of city functions before impending severe weather impacts the ability of residents or employees to safely arrive at their destination within the city.

Snow and ice control program information is made available each year in news releases, a utility bill insert, the city's snow brochure and on www.bouldercolorado.gov/public-works under "Winter Tips and Snow Removal." The city's snow brochure, which is provided to residents who request additional information, includes information on the snow and ice control program and provides answers to commonly asked questions about snow operations. A copy of this year's brochure is included in the 2013-2014 City of Boulder Snow and Ice Control Information packets that have been distributed to council members. Information from the packet is posted on the website mentioned above.

A new initiative for the 2013-2014 snow season is the snow and ice control analysis regarding the efficiency and effectiveness of current maintenance operations, as well as identifying and implementing short- and long-term improvements. The analysis was completed and presented to City Council at the April 9, 2013 Study Session. Council supported moving forward with a residential road plowing pilot program for the upcoming 2013-2014 snow season. Visit documents.bouldercolorado.gov/WebLink8/0/fol/121321/Row1.aspx to view the April 9, 2013 Study Session materials.

FISCAL IMPACT

Each year, the Transportation Division's budget accounts for snow and ice control operations for normal weather patterns and events. The adopted 2013 budget for snow and ice control is \$911,347. Snow control on city streets is affected by the amount of snow, length of the storm, time of day, temperature and traffic conditions. The City of Boulder does not normally plow residential streets for two primary reasons: (a) most snow melts within a day or two in Boulder's climate and (b) this additional level of service would significantly increase costs and impact the city's ability to perform other high-priority services. However, during significant events, with snowfall exceeding 12 inches, the city will strategically service neighborhood streets to address known problem areas. Also, during regular snow events, the city deploys a "floaters" vehicle to respond to requests from public safety personnel and the community.

New for the 2013-2014 snow season is a targeted, residential road plowing pilot program to plow and treat identified residential roads that meet specific criteria for steep grades and solar shading issues. Initial funding for this pilot program will come from expected salary savings from a vacant Transportation Maintenance position. The initial costs are estimated to be \$77,000 in the first year and \$57,000 in the following years.

If this pilot program is found to be effective and efficient, the operational information gathered will be used to assist in the development of the Transportation Division's 2015 budget.

COMMUNITY SUSTAINABILITY ASSESSMENTS AND IMPACTS

- **Economic:** The mobility of workers, residents and consumers is essential to the overall economic health of Boulder. The inability to maneuver impassable roads, unshoveled sidewalks and/or bus stops affects the city's overall economic health.
- **Environmental:** Snow and ice control operations and sidewalk snow removal efforts support multiple travel choices that directly impact the environment. The city's street sweeping program and selection of environmentally sensitive products also help achieve air quality and water quality goals for the city and region.
- **Social:** Mobility is key to independence, particularly for people with disabilities, seniors and schoolchildren who are adversely impacted when roads are impassable and sidewalks, bus-stops and multi-use paths are not adequately cleared of snow. The involvement of these populations in community activities, including employment, is essential.

BACKGROUND

The snow and ice control program goals are achieved by having full crews available, equipment maintained and ready when needed, and providing a safe environment for employees. Each year, crews are provided with education and training on the use of snow removal materials and equipment, and plow operators are recertified on the equipment used to perform snow control operations.

In September of each year, two snow crew rosters are developed. During the snow season, mid-September through the end of April, each crew rotates on a weekly basis as the "first call" crew. A Transportation Maintenance employee is on snow standby 24 hours a day, seven days a week to track weather conditions and respond to notification of snow events. Working with the Boulder Police Department patrol officers and dispatchers, the snow standby person is notified when snow conditions occur after normal work hours or on holidays and weekends. Crews are expected to respond as quickly as possible and work rotating 12-hour shifts throughout a storm event.

A standard operating procedure guides communication and assists the City Manager's Office with decision-making regarding city facilities and programming. When an incoming severe weather event is forecasted that may impact the transportation system, Transportation and Utilities maintenance staff assess local roads, investigate the response of other agencies, and inform the City Manager's Office with a recommendation as to whether a delayed opening or early release of city functions or public meeting postponement is warranted. The decision to alter city functions or facility hours is made by the City Manager's Office.

An enhanced snow control response is triggered when snow accumulation is in excess of 12 inches (defined as a “significant” snowfall event). Available Transportation Maintenance staff is directed to inspect both residential roads and bus shelters for the public’s ability to drive vehicles out of residential areas and safely load and unload buses.

During snowstorms, 16 plow trucks are operating on Boulder streets. Fifteen trucks drive predetermined routes, while one “floater” truck responds to problem areas and complaint calls. Six trucks distribute a liquid deicer and four spreader trucks distribute traction materials. Seven trucks have dual systems to distribute either liquid deicer or traction materials. The floater truck is either a liquid deicer or a spreader truck, depending on the type of storm and type of material needed. Two plow trucks and operators cover the multi-use path system between 4 a.m. and 4 p.m. When path use is decreased, one plow truck and operator covers the path system between 4 p.m. and 4 a.m.

The Transportation Maintenance workgroup utilizes a “real-time” Automatic Vehicle Location (AVL) system to track the actual location, speed and plowing operation of the main route snow fleet. The Global Positioning System (GPS) allows supervisors to track and verify snow and ice control operations for dispatching efficiency adjustments, and for liability purposes.

In order to minimize environmental impacts of snow and ice control, the city uses alternative deicing and traction materials. No sand is used unless alternative deicing materials are not available from the supplier and public safety is an issue. The liquid deicing agent is a magnesium chloride solution. Magnesium chloride, a plant nutrient and soil stabilizer, is less corrosive than other deicing products. In 2008, the city switched to a different formulation of magnesium chloride called “Meltdown Apex.” Meltdown Apex, which costs slightly more than traditional magnesium chloride, is more readily available from the supplier and continues to be effective at lower temperatures. Staff continues to analyze new and less-corrosive liquid deicers.

The traction material used is a crystallized deicer, made up of complex chlorides, that dissolves over time and does not need to be swept. However, in keeping with the city’s commitment to air quality goals monitored by the Regional Air Quality Council (RAQC), the entire transportation system is swept within four days of a major storm event. City water quality staff have reviewed and analyzed all materials used and found no significant impact to Boulder’s water sources and distribution system.

Streets are sometimes pretreated with liquid deicer before a storm (depending on weather conditions) to help reduce the buildup of snow and ice. The material or combination of materials used during a storm event depends on existing and predicted weather conditions (i.e., the amount of precipitation and humidity) and pavement temperatures.

Standard operating procedures also provide for the proactive application of deicing materials on streets that have certain factors, such as steep grades and significant shading, which contribute to more challenging conditions and typically generate a high number of resident requests for attention.

Program Analysis and Pilot Program

During the 2012-2013 snow season, a snow and ice control analysis was initiated and completed to review all aspects of the maintenance operation, compare it to other local municipalities, and review alternative service models for cost effectiveness, such as contracting of services. Visit documents.bouldercolorado.gov/WebLink8/0/foi/121321/Row1.aspx to view the April 9, 2013 Study Session materials,

The completed analysis indicated that the city is more similar than not to other local municipalities in terms of:

- the level of service regarding crew staffing and major road coverage;
- not plowing residential roads (unless a major storm has occurred);
- the use of identified chemical deicing products; and
- the use of contractual services during a major storm.

For the upcoming 2013-2014 snow season, a targeted, residential road plowing pilot program has been developed and approved by City Council. Utilizing data collected from resident service requests, this “spot plowing and treating” approach will occur at locations with atypical elevation gain/loss and/or solar shading. As part of the pilot, staff will track and document all operational responses to storm events, as well as capture resident feedback, cost information and other data.

There are trade-offs to be considered and evaluated if the pilot program is pursued on an ongoing basis. For example, some residents may prefer not to have snow plowed up against cars, driveways and sidewalks. Others may not desire to have materials applied to their neighborhood streets. Funding for a potential ongoing program would be considered as a part of the 2015 budget process.

Operational Efficiencies

The Public Works, Parks and Recreation (P&R), Parking Services and Open Space and Mountain Parks departments continue to investigate operational efficiencies and potential areas of overlap, including snow removal work. To date, some changes in operational responsibilities have been made. For example, because some of the bikeways are in the city’s parks, P&R maintenance staff is able to efficiently maintain the mowing, pruning and snow removal along adjacent bikeways in the parks. The Bear Creek bikeway, heading north from Martin Street underpass, formerly maintained by Public Works, is now maintained by P&R (landscaping and snow removal). Public Works, in turn, has assumed responsibility from P&R for maintaining the full length of Elmer’s Two Mile Creek path from the Goose Creek bikeway to the north limits at Juniper Avenue, in coordination with other related maintenance work in the area.

Staffing efficiencies are also an important aspect of budget management. An operational efficiency was implemented between Transportation and Utilities maintenance crews by requiring some Utilities positions to participate in snow response. This change allows the city to “staff up” for larger events and to have smaller, more efficient crews during off-event periods.

Transit shelter maintenance continues to be a challenge for the city and the Regional Transportation District (RTD). With nearly 1,000 transit stops located within the city, the city and RTD are only able to provide regular maintenance at high-use transit stops to the extent that

human and financial resources permit. Specifically, snow removal is performed at the remaining RTD transit stops on a limited basis by city staff or city contractors, typically by request only. RTD's Adopt-a-Stop program utilizes community volunteers to remove trash and snow from designated stops.

SIDEWALK SNOW REMOVAL ENFORCEMENT

Section 8-2-3, B.R.C., 1981 requires that sidewalks adjacent to both residential and commercial properties be cleared of snow and ice no later than 24 hours after a snowfall or snowdrift. Property owners, tenants and property managers can each be held responsible for failure to remove snow. Violation of the ordinance can result in a municipal court summons and fine (\$100 for first offense) or abatement, in which the city hires a contractor to clear the sidewalk at the property owner's expense. Enforcement of the sidewalk snow removal ordinance is handled by the Code Enforcement Unit in the Boulder Police Department.

The National Weather Service website, www.nws.noaa.gov/data/obhistory/KBDU.html, is the official resource monitored for local weather conditions. The information is updated every 20 minutes. To learn when the 24-hour time period begins, community members can go to the website and look for the "Weather" column and corresponding time. The descriptions in the weather column will include "Overcast," "Fair," "Mostly Cloudy," "Light Snow," "Snow," etc. Code Enforcement may begin enforcing the snow removal ordinance 24 hours after the last mention of snow listed on this website. Residents may also call the code enforcement line at 303-441-1875 to learn the official time that snowfall stopped. During times of consecutive storms, the original stop of snowfall will be enforced when no apparent effort is made to keep the sidewalks cleared for safe passage.

When a Code Enforcement Officer identifies a violation of sidewalk snow removal, the officer attempts to make contact at that location to have the snow removed. If no contact can be made, a 24-hour notice of violation is posted on the front door of the property in violation. Only one notice per snow season will be issued to a property. After the expiration of the notice, an officer will re-inspect the property to confirm compliance. Should a property remain in violation and for repeat offences, the address will be added to a list that is forwarded daily to a contractor for abatement of the hazardous condition. The property owner is then billed for all snow removal charges and assessed an administrative fee.

The Code Enforcement Unit is partnering with the University of Colorado Off-Campus Housing and Neighborhood Relations department, as well as other community and neighborhood groups, for an educational campaign that will focus on the importance to "Make it Clear."

The campaign is scheduled to launch in October 2013 and will focus on:

- increasing community awareness of each person's role in ensuring that sidewalks are cleared and safely passable after snow events;
- the requirements of the sidewalk snow and ice removal ordinance; and
- the liability should a violation remain on private property.

Education will be in the form of detailed pamphlets being delivered door-to-door in identified areas that have a high volume of new residents each season and a history of repeat violations. Information will also be available on the city website and through outreach to local media sources. “Make it Clear” will also direct people to resources for snow removal assistance and to volunteer opportunities to assist others in the community.

Additional code enforcement information can be found on www.inquireboulder.com under “Code Enforcement Unit,” which includes a link to the National Weather Service report for Boulder.

NEXT STEPS

Snow and ice program information will be made available in news releases, a utility bill insert, the city’s snow brochure and on www.bouldercolorado.gov/public-works under “Winter Tips and Snow Removal.” The utility bill insert with snow information will be distributed through the utility bill mailing in October 2013. The city’s snow brochure, which is provided to residents who request additional information, includes information on the snow program and answers commonly asked questions about snow operations. A copy of this year’s brochure is included in the 2013-2014 City of Boulder Snow and Ice Control Information packets that have been distributed to council members. Also included are detailed snow route maps and snow operations information.

As the results of the 2013-2014 snow and ice evaluation emerge, staff will implement changes and return to council to address meaningful budgetary changes or policy issues.

For more information about the snow and ice control program, please contact Felix Gallo at 303-413-7180 or gallof@bouldercolorado.gov.

For more information on the transportation planning effort regarding bus shelter maintenance, please contact Cris Jones at 303-441-3217 or jonesc@bouldercolorado.gov.

For more information on code enforcement efforts, please contact Jennifer Riley at 303-441-1877 or rileyj@bouldercolorado.gov.

**CITY OF BOULDER
LANDMARKS BOARD
July 18, 2013
1777 Broadway, Council Chambers Room
7:30 p.m.**

The following are the action minutes of the July 18, 2013 City of Boulder Landmarks Board meeting. An open house to review the draft Historic Preservation Plan was held from 6:00 to 7:15 p.m. A digital recording and a permanent set of these minutes (maintained for a period of seven years) are retained in Central Records (telephone: 303-441-3043). You may also listen to the recording on-line at: www.boulderplandevlop.net.

BOARD MEMBERS:

Mark Gerwing, Chair
Liz Payton
Kirsten Snobeck
Nick Fiore
Kate Remley
Leonard May **Planning Board representative without a vote*

STAFF MEMBERS:

Debra Kalish, Senior Assistant City Attorney
Lesli Ellis, Comprehensive Planning Manager
James Hewat, Senior Historic Preservation Planner
Marcy Cameron, Historic Preservation Planner
Cindy Spence, Administrative Specialist

1. CALL TO ORDER

The roll having been called, Chair **M. Gerwing** declared a quorum at 7:23p.m. and the following business was conducted.

2. APPROVAL OF MINUTES

On a motion by **K. Snobeck**, seconded by **M. Gerwing**, the Landmarks Board approved (5-0) the minutes of the June 5, 2013 board meeting.

3. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

**4. DISCUSSION OF LANDMARK ALTERATION AND DEMOLITION
APPLICATIONS ISSUED AND PENDING**

5. PUBLIC HEARINGS

A) Public hearing and consideration to provide input on the draft historic preservation plan.

Ruth McHeyser, 1123 Spruce St., co-president of Historic Boulder, spoke in support of the plan and reiterated comments made in the organization's letter to the Landmarks Board.

Board Discussion

The Landmarks Board provided feedback on the Draft Historic Preservation Plan, primarily focusing on the incorporation of community feedback throughout the development of the plan and the recommendation section.

B) PUBLIC HEARING AND CONSIDERATION OF A LANDMARK ALTERATION CERTIFICATE

Public hearing and consideration of a Landmark Alteration Certificate to demolish a non-contributing building at 1023 Walnut St. in the Downtown Historic District and in its place construct a new four-story commercial building to be connected via a bridge to the proposed building at 1048 Pearl St., amending the Landmarks Board September 19, 2012 approval by the Landmarks Board with conditions (HIS2012-00181).

Board members were asked to reveal any ex-parte contacts they may have had on this item.

All board members made site visits. **M. Gerwing, L. Payton** and **K. Snobeck** reviewed the project at the Sept. 19, 2012 Landmarks Board meeting.

Staff Presentation

J. Hewat presented a PowerPoint presentation to the board, clarifying that the board was reviewing an amendment to the September 19, 2012 conditional approval of a Landmark Alteration Certificate for the 11th and Pearl project (1048 Pearl St. and 1023 Walnut St.) and that the board was only considering proposed changes to the building at 1023 Walnut St.

Applicant's Presentation

Chris Shears, 365 Quail Circle, architect with Nichols Partnership, spoke in support of the project and answered questions from the board.

Public Hearing

No one spoke to this item.

Motion

On a motion by **M. Gerwing**, seconded by **K. Snobeck**, the Landmarks Board approved (4-1, **L. Payton** opposed) the demolition of the non-contributing building at 1023 Walnut St. and in its place the construction of the proposed new building, finding that subject to the conditions below, they generally meet the standards for issuance of a Landmark Alteration Certificate (LAC) in Chapter 9-11-18, B.R.C. 1981, and adopted the staff memorandum dated 7.18.2013 as findings of the board. 3

CONDITIONS OF APPROVAL:

- 1) The applicant shall be responsible for constructing the project in compliance with the plans approved on July 18, 2013 (dated June 26, 2013) for 1023 Walnut St. and the plans approved on Sept. 19, 2012 (dated Aug. 27, 2012) for 1048 Pearl St. except as modified by these conditions of approval.
- 2) Prior to submitting a building permit application and final issuance of the Landmark Alteration Certificate, the applicant shall revise the plans approved on September 19, 2012 (dated Aug, 27, 2012) to increase the setback of the west portion of the fourth floor adjacent to the west plaza and submit the revised plans to the Landmarks Design Review Committee (LDRC) for its final review and approval.
- 3) Details of all exterior materials, including a simplified fenestration pattern, windows, doors, railing, hardscape features, awnings, visibility and design of mechanical equipment enclosures, paving, brick, glass, metal, wood, color and the use of only natural stone, shall be reviewed by the LDRC to ensure that the approval is consistent with the *Downtown Historic District Design Guidelines*, the *General Design Guidelines*, the Historic Preservation Ordinance, and the intent of this approval.
- 4) Articulation of the primary masonry portion of the Walnut Street elevation to deemphasize its horizontality in keeping with the *Downtown Historic District Design Guidelines* and the Historic Preservation Ordinance, to be reviewed by the LDRC.

L. Payton did not support the motion. She did not object to the demolition of the building at 1023 Walnut St. or the proposed design of the new building, but voted against the motion because the amended conditions include reference to the building located at 1048 Pearl St. and she does not find the overall project to be consistent with the design guidelines or the intent of the Historic Preservation Ordinance.

6. MATTERS FROM THE LANDMARKS BOARD, PLANNING DEPARTMENT AND CITY ATTORNEY

- A. Update Memo
- B. Subcommittee Update
- C. Structure of Merit Booklet
- D. Civic Center Update
- E. Council Chambers Improvements

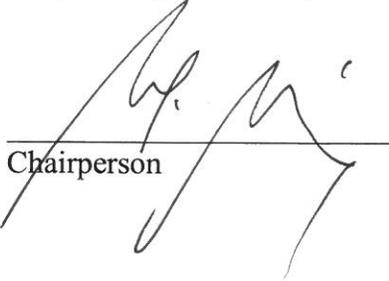
7. DEBRIEF MEETING/CALENDAR CHECK

8. ADJOURNMENT

The meeting adjourned at 10:16 p.m.

Approved on August 7, 2013

Respectfully submitted,



Chairperson

**CITY OF BOULDER
LANDMARKS BOARD
August 7, 2013
1777 Broadway, Council Chambers Room
6 p.m.**

The following are the action minutes of the August 7, 2013 City of Boulder Landmarks Board meeting. A digital recording and a permanent set of these minutes (maintained for a period of seven years) are retained in Central Records (telephone: 303-441-3043). You may also listen to the recording on-line at: www.boulderplandevlop.net.

BOARD MEMBERS:

Mark Gerwing, Chair

Liz Payton

Kirsten Snobeck

Nick Fiore

Kate Remley

*Bryan Bowen **Planning Board representative without a vote*

STAFF MEMBERS:

Debra Kalish, Senior Assistant City Attorney

James Hewat, Senior Historic Preservation Planner

Marcy Cameron, Historic Preservation Planner

1. CALL TO ORDER

The roll having been called, Chair **M. Gerwing** declared a quorum at 6:04 p.m. and the following business was conducted.

2. APPROVAL OF MINUTES

On a motion by **L. Payton**, seconded by **K. Snobeck**, the Landmarks Board approved (5-0) the minutes as amended of the July 18, 2013 board meeting.

3. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

**4. DISCUSSION OF LANDMARK ALTERATION AND DEMOLITION
APPLICATIONS ISSUED AND PENDING**

5. ACTION ITEMS

- A.** Public hearing and consideration of a demolition permit for the building located at 428 Pleasant St, a non-landmarked building over 50 years old, per Section 9-11-23 of the Boulder Revised Code for buildings over 50 years old (HIS2010-00132). Applicant/Owner: Cooper Schell.

Board members were asked to reveal any ex-parte contacts they may have had on this item.

K. Remley made a site visit and reviewed the proposal at the Landmarks design review committee. She also revealed that in her father-in-law once owned and occupied the property.

L. Payton made a site visit.

M. Gerwing made several site visits.

K. Snobeck made a site visit.

N. Fiore made a site visit and reviewed the proposal at the Landmarks design review committee.

Staff Presentation

M. Cameron presented a PowerPoint presentation to the board.

Applicant's Presentation

David Kahn, 3 Chesebro Way, Eldorado Springs, CO, architect and representative of the owner, spoke in support of the application to demolish the house.

Clay Ducell, 107 Noland Ct., Lyons, CO, Melton Construction, contractor for the project, spoke in support of the application to demolish the house.

Public Hearing

Abby Daniels, 1123 Spruce St., Historic Boulder, spoke in support of a stay to seek alternatives to the demolition.

Jacques Juilland, 3161 3rd Street, Boulder, CO, builder and friend of the owner, spoke in support of the application to demolish the house.

Motion

On a motion by **M. Gerwing**, seconded by **L. Payton**, the Landmarks Board issued (5-0) a stay of demolition for the building located at 428 Pleasant St, for a period not to exceed 180 days from the day the permit application was filed adopting the staff memorandum with findings as listed below in order to further explore alternatives to demolishing the building. The 180 day stay period would expire on December 24, 2013. The Landmarks Board encourages the applicant to consider landmark designation of the structure and incorporating into redevelopment plans for the site.

A stay of demolition for the house at 428 Pleasant is appropriate based on the criteria set forth in section 9-11-23(f) B.R.C, in that the identified property:

1. May be eligible for individual landmark designation based upon its historic, architectural, and environmental significance;
2. Contributes to the character of the neighborhood as an intact representative of the area's past;
3. Has not been demonstrated to be impractical or economically unfeasible to rehabilitate and add onto the existing house.

- B.** Public hearing and consideration of an application to designate the house and a portion of the property at 2205 Broadway as a local historic landmark, to be known as the Boulder Masonic Lodge, as per Section 9-11-5 of the Boulder Revised Code, 1981 (HIS2010-00123).
Applicant/Owner: Boulder Historical Society and Boulder History Museum.

Board members were asked to reveal any ex-parte contacts they may have had on this item.

K. Remley made a site visit.

L. Payton made several site visits.

M. Gerwing made several site visits and reviewed changes at Landmarks design review committee.

K. Snobeck made a site visit and reviewed changes at Landmarks design review committee.

N. Fiore made several site visits.

B. Bowen made several site visits and reviewed the proposed changes in a Planning Board hearing.

Staff Presentation

M. Cameron presented a PowerPoint presentation to the board.

Applicant's Presentation

Nancy Geyer, 1206 Euclid Ave., Boulder History Museum, Director, CEO and applicant, spoke in support of landmark designation.

Public Hearing

Abby Daniels, 1123 Spruce St., Historic Boulder, spoke in support of the proposed application to landmark the Masonic Lodge.

Motion

On a motion by **M. Gerwing**, seconded by **L. Payton**, the Landmarks Board voted (5-0) to recommend to the City Council that it designate the property at 2205 Broadway as a local historic landmark, to be known as the Boulder Masonic Lodge, finding that it meets the standards for individual landmark designation in Sections 9-11-1 and 9-11-2, B.R.C. 1981, and adopts the staff memorandum, including the following as the findings of the board:

The Landmarks Board finds, based upon the application and evidence presented, that the proposed designation application is consistent with the purposes and standards of the Historic Preservation Ordinance, and:

1. The proposed designation will protect, enhance, and perpetuate a building reminiscent of a past era and important in local and state history and provide a significant example of architecture from the past. Sec. 9-11-1(a), B.R.C. 1981.
2. The proposed designation will maintain an appropriate setting and environment and will enhance property values, stabilize the neighborhood, promote tourist trade and interest, and foster knowledge of the city's living heritage. 9-11-1(a), B.R.C. 1981.

3. The proposed designation draws a reasonable balance between private property rights and the public interest in preserving the city's cultural, historic, and architectural heritage by ensuring that demolition of buildings important to that heritage will be carefully weighed with other alternatives. 9-11-1(b), B.R.C. 1981.
4. The building proposed for designation has a special character and historical, architectural and aesthetic characteristics. Sec. 9-11-2(a)(1), B.R.C. 1981.
5. The proposed designation is consistent with the criteria specified in Section 9-11-5(c), B.R.C. 1981.

C. STRUCTURE OF MERIT NOMINATIONS

M. Gerwing presented fourteen Structure of Merit nominations to the Landmarks Board.

Motion

On a motion by **M. Gerwing**, seconded by **N. Fiore**, the Landmarks Board adopted (5-0) the following buildings are the 2013 Structure of Merit nominations.

- Tye Dental Building, 1150 Maxwell Ave., L. Gale Abels
- Sirotkin House, 575 Euclid Ave., Tician Papachristou
- Jesser House, 595 Euclid Ave., Tician Papachristou
- Sampson House, 1900 King Ave., Tician Papachristou
- Thron House, 430 Christmas Tree Dr., Hobart Wagener
- Easton Office Building, 1636 16th St., Roger Easton
- Willard House, 125 Bellevue Dr., Charles Haertling
- Volsky House, 711 Willowbrook Rd., Charles Haertling
- Dammann House, 460 College Ave., Charles Haertling
- Caldwell House, 415 Drake St., Charles Haertling
- Boulder Eye Clinic, 2401 Broadway, Charles Haertling
- Kahn House, 760 Flagstaff Rd., Charles Haertling
- Brenton House, 3752 Wonderland Hill Ave., Charles Haertling
- Davis House, 65 Bellevue Dr., Charles Haertling

6. MATTERS FROM THE LANDMARKS BOARD, PLANNING DEPARTMENT AND CITY ATTORNEY

- A. Update on Building/Energy Code Revisions – Dave Thacker
- B. Historic Preservation Plan Update
- C. Update Memo
- D. Subcommittee Update

7. DEBRIEF MEETING/CALENDAR CHECK

M. Gerwing requested that changes to motion language be made prior to the motion being made.

8. ADJOURNMENT

The meeting adjourned at 9:18 p.m.

Approved on _____, 2013

Respectfully submitted,



Chairperson

CITY OF BOULDER, COLORADO

BOARDS AND COMMISSIONS MEETING ACTION SUMMARY FORM

NAME OF BOARD/COMMISSION: LIBRARY COMMISSION

DATE OF MEETING: September 4, 2013 at Main Library

NAME/TELEPHONE OF PERSON PREPARING SUMMARY: Leanne Slater, 303-441-3106

LIBRARY COMMISSION MEMBERS PRESENT: Anne Sawyer, Celeste Landry, Donna O'Brien, and Anna Lull

LIBRARY COMMISSION MEMBERS ABSENT: None

LIBRARY STAFF MEMBERS PRESENT: Valerie Maginnis, Jennifer Miles, Leanne Slater, Aimee Schumm, and Kathleen Janosko

CITY STAFF PRESENT: Glenn Magee, Maureen Rait, Joe Castro, Jennifer Bray, David Mallett, Peggy Bunzli, and Paul Fetherston

PUBLIC PRESENT: David Mendosa and Peter Richards

BOULDER TEEN ADVISORY BOARD (BTAB) MEMBER PRESENT: Nick Bozik

REPRESENTATIVES FROM STUDIOTROPE: Designer Brigitte Kerr, Principal Designer Deva Montalbano, and Interior Designer Caitlin Bullock.

Call to order: The meeting was called to order at 6:00 p.m.

Approval of Agenda: Sawyer amended the agenda in order to provide for an update from the Deputy City Manager Paul Fetherston on the Library Arts Director interim plan and recruitment. Therefore, Item 6C, Library and Arts Director retirement search was moved after the Consent Agenda. Landry amended the agenda by changing the name of Item 5B under Matters from the Commission from Possible statement about tax options and library funding to City Council Charter Committee.

Public Participation: No public participation

Consent Agenda:

- A. Approval of Aug. 7, 2013 minutes- The Aug. 7, 2013 minutes were unanimously approved as amended (4-0).
- B. Commission Update (from memo)
- C. Library Update (from memo)

Matters from the department:

- A. Library and Arts Director retirement and search- Fetherston thanked Maginnis for her service and provided an update on the recruitment, information regarding the search for a new library and arts director, and the timeline for filling this position. Library Commission presented Valerie with a letter of congratulations on her retirement, thanking her for her service to libraries for 33 years, and more specifically for her dedication to the Boulder Public Library.

Commission Priority Discussion and Input:

- A. Main Library Renovation Project Design Advisory Group (DAG) Update (50 minutes) - The Library Commission acknowledged the extensive public engagement process and studiotrope's facilitation and documentation of the community's vision for the project. The expectation is that the desired scope of work can be achieved within the budget. The update provided about the cost estimates suggested that may not be possible. The commission desires to have more discussion about project alternates and priorities once bids are received. Renovation of the café/bridge, adding a second children's restroom, and the establishment of the technology lab adjacent to the teen space were identified as important to meeting the community's expectations.
 - o Update on RFID (10 minutes)
 - o Studiotrope presentation (1 hour & 5 minutes)

Matters from the commission:

- A. Preliminary Meeting Room Plan
- B. City Council Charter Committee

Matters from the department (continued):

- B. Review 2014 City Manager's recommended budget (18 minutes)
- C. Plan for target survey on library programming- deferred until October meeting.

Announcement- Commissioner Sawyer announced that applications for the vacant Library Commissioner appointment are being accepted until Sept. 23, 2013.

Adjournment – The meeting was adjourned at 9:04 p.m.

Next commission meeting (rollover items): Swearing in new Library Commissioner, Main Library renovation project Design Advisory Group regarding an update on the bid process plan, café vendor RFP process, review of the public art selection panel recommendation, Master Plan funding goal information review, city-based Library Commission webpage, and plan for target patron survey on library programming.

ATTACH BRIEF DETAILS OF ANY PUBLIC COMMENTS (LIMIT TO ONE PAGE):

TIME AND LOCATION OF ANY FUTURE MEETINGS, COMMITTEES OR SPECIAL HEARINGS: 6 p.m. on Wed., Oct. 2, 2013 at the Main Library, in the North Meeting Room, 1001 Arapahoe Ave.

DRAFT