

See separate instructions on how to access the meeting

TOWN OF BASALT MEETINGS Planning and Zoning Commission Meeting Tuesday, December 5, 2023

Basalt Town Hall

101 Midland Avenue

- 5:45 PM** **Commissioner Light Dinner at Town Hall**
- 6:00** **1** **Call to Order**
- 6:03** **2A** **Approve Minutes**
2B September 5, 2023
2C September 19, 2023
- 6:05** **3A** **Continued Public Hearing on 168 Original Road Minor Subdivision Application and Associated Land Use Requests:** for the purpose of considering an application submitted by Michael Fox for a minor subdivision, site plan review and slope review to subdivide the existing property at 168 Original Road into two lots for the construction of an additional single-family residence at 168 Original Road.
- 3B** *Recommended Action: Continue the Public Hearing to February 6, 2024 without discussion*
- 6:07** **4A** **Continued Public Hearing on 159 E. Homestead Drive Application:** for the purpose of considering an application submitted by Rolf Fraser for Historic Designation, Special Review, Site Plan Review, and Historic Incentives to historically designate the property at 159 E. Homestead Drive and construct a basement under the miner's cabin at the rear of the property and convert it to an accessory dwelling unit.
- 4B** *Recommended Action: Staff Comments; Applicant Comments; Public Comment; P&Z Discussion; Potential Motion*
- 6:40** **5A** **Update on Basalt Forward 2030 Affordable Housing**
- 7:10** **Commissioner Comments and Staff Updates**
- 7:20** **Adjourn**

Items on the agenda are approximate and intended as a guide for the Commission. Times are subject to change, as is the order of the agenda. For deadlines and information required to schedule an item on the agenda, please contact Basalt Town Hall at 927-4701.

TOWN OF BASALT, COLORADO
P&Z MEETING - TUESDAY, DECEMBER 5, 2023
PUBLIC COMMENT ACCESS INSTRUCTIONS

The Basalt Planning & Zoning Commission will meet in person. The P&Z will conduct a hybrid meeting where the public may attend the meeting to make their comments in person or may join the meeting and make their comments via Zoom.

Directions for viewing and accessing the meeting to provide comment during public the public comment portion of the agenda, or during public hearings is provided below.

You can watch a live stream of the meeting here:

on YouTube: <https://www.youtube.com/channel/UCaBozGBsT0GuBNRf4rUI0cA>, or on Grassroots TV at: <https://townofbasalt.ompnetwork.org/>

Zoom webinar. Tuesday, December 5, 2023 06:00 PM Mountain Time (US and Canada)
Topic: P&Z - 12/05/2023

Please click the link to join the webinar: <https://us06web.zoom.us/j/82691677931>

Or One tap mobile: +17193594580,,82691677931# US +16699006833,,82691677931# US (San Jose)

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(If you are unable to access the meeting using the link or call-in numbers above, e-mail your name, and phone number and item you wish to comment on to planning@basalt.net. We will contact you at the appropriate time in the meeting and make other arrangements for you to make your comments.)





PLANNING AND ZONING ACTION MINUTES

BOARD MEMBERS PRESENT: Eric Vozick, Bill Maron, Kyle Oberkoetter, Mike Horvath, Cindy Hirschfeld, and Rob Leavitt.

BOARD MEMBERS ABSENT: Katie Hostetler.

STAFF PRESENT: Michelle Thibeault and James Lindt.

OTHERS PRESENT:

DATE: 9/5/2023

MEETING CALLED TO ORDER AT 6:06PM

AGENDA ITEMS

1. Call to Order.
2. Approve Minutes, *June 6th, 2023*.
3. Public Hearing on Jadwin/Black Mountain PUD Sketch Plan Application and Associated Land Use Requests.
4. 2024 Work Program Discussion.
5. Commissioner Comments and Staff Updates.
6. Adjourn.

APPROVE MINUTES FROM JUNE 6TH, 2023.

Bill Maron stated that he appreciates the brevity of the minutes.

There were no requested changes to the minutes.

M/S BILL MARON AND CINDY HIRSCHFELD TO APPROVE THE MINUTES FROM JUNE 6TH, 2023. MOTION PASSED 5-0.

PUBLIC HEARING ON JADWIN/BLACK MOUNTAIN PUD SKETCH PLAN APPLICATION AND ASSOCCATED LAND USE REQUESTS.

Lindt introduced the item and stated that this is an application submitted by Jadwin Park LLC for the purpose of annexation and construction of sixty-eight residential multi-family units, twelve short term rental cabins and seven glamping pads with tents. The property is located at 431 Emma Road and is approximately nine acres of land. Lindt stated that the property is mostly within the Town's Urban Growth Boundary (UGB) and the dogleg section of the property, which is outside the UGB, is planned to be dedicated to the Town of Basalt as a community benefit. Lindt added that in addition to the twelve cabins

and seven glamping pads, a building will be constructed to act as the amenity cabin and office for the operations as well as a unit for the on-site Manager. An area dedicated to Open Space and a trail to the Roaring Fork River is proposed for the northern area of the property. This area and trail will be accessible by the general public. Lindt stated that the Master Plan includes a density on the Jadwin/Stott Primary parcel of up to 180 units, and that the proposed development conforms to that with sixty-eight dwelling units, twelve short term rental cabins, and 7 glamping pads. The proposed density requires improvements to the area such as an improved intersection at the Highway 82 slip lane/Emma Road and improvements to the Midland Avenue/Emma Road intersection as well and improved trail connections to Old Town Basalt, and a childcare facility. Lindt explained that the proposal satisfies the annexation, affordable housing, and density requirements. Lindt added that the Master Plan contains design guidelines for the development, which are included in the packet materials.

Lindt explained that the western portion of the property, known as the 'Dog Leg', is a 0.84-acre space that is intended to be dedicated to the Town for a Community benefitting use, and the northern part of the property will be dedicated to Open Space.

Lindt explained that the applicants have included a traffic study that indicates an acceptable level of service in the nearby intersections and recommend that no improvements are necessary. Staff has had Charlier and Associates, a traffic engineering firm out of Denver, who suggested some technical adjustments to the study. Lindt stated that these adjustments did not change the conclusions related to level of service, and that the applicants are preparing a revised traffic study for the next P&Z meeting. Lindt further expressed that Charlier and Associates and the Fire District identified a need for improvements to the Slip Lane/Emma Road intersection to accommodate emergency services. Additionally, a dedicated right-turn lane for down valley traffic was required on previous development applications on the site and Charlier expressed a need for a similar improvement on this application. The Applicants' engineers are working on intersection improvement designs that will be presented at a future meeting.

Lindt continued and explained that the applicants plan to meet the Town requirements for parking. The police department was concerned that there would be more parking demand from the short-term rental units, and the applicants have responded by proposing rental agreements that restrict the amount of vehicles allowed for those units, as well as having an 24/7 on-site property manager to monitor and enforce parking.

Lindt expressed that Pitkin and Eagle Counties do not support glamping in the floodplain and stated that the Roaring Fork Conservancy has suggested a 50-foot buffer from the river for the glamping operations. This means that there will be no glamping pads at least 50 feet from the river. The Conservancy also suggested using rock steps instead of seating decks proposed near the river. The Conservancy found some rare orchids on the site, and suggested field fitting the pads and trails around these sensitive areas, as to not disturb the ecosystem.

Lindt stated that Pitkin County has suggested a landscape buffer between the development and Emma Rd. in order to mitigate impacts from noise and other roadway activity.

Lindt explained that the Colorado Water Conservancy Board is working on changing the floodplain in the area, based on a recommendation from the Town's hydrologist. A draft condition is expected to be added to require the floodplain be changed prior to the submission of the preliminary plan application.

Lastly, Lindt explained that the applicants are proposing Green Buildings and all electric development that is in compliance with the Town's Sustainable Building Regulations and Wildfire Mitigation Requirements.

Lindt introduced Bridger and Coulter Smith as the applicants and invited them to present.

The applicants state that they became interested in the property in 2018 and was aware of the Town's desires for the property. They stated that they have been monitoring planning sessions with the Town and taking into account what the community needed. During their planning process for the development the 2020 Master Plan was heavily referenced to provide guidance. They believe that this area would be a great place to build housing for the missing Middle Class and chose to provide 35% of the units as affordable housing, 10% more than what is required by Town Code. They stated that the proximity to public transit and facilities such as the Library and Post Office are important and that they plan to improve access from the Jadwin Property. The applicants stated that the layout design was based on what was laid out in the 2020 Master Plan and that it follows the guiding principles. They added that there was much thought on the combined density allowance for the Jadwin/Stott Parcel, and that guided them to come up with the number of units for the Jadwin property. They stated that the apartment complexes include a mix of studio, one-, and three-bedroom units.

The applicants stated that their proposal is intended to encompass the values of the community while addressing the shortage of housing that the Valley is currently experiencing. Recycle stations will be provided for the development, there is community outdoor recreation space, and it provides commercial vibrancy through tourism and use of the short-term rental units and fishing cabins. Bike storage facilities will be included in the complexes as a way to promote alternate transportation, and the proximity of the development to the bus stop aids in that as well.

The applicants described the Townhome units as modest, instead of luxury, and the goal was to provide a higher density while still keeping them of quality. All Townhomes will be duplexes and have a surface level garage. They did not want triplexes and believe that having a third unit sandwiched between two others and allows for three sides of each unit to have windows. The units will be between 1800 and 2000 square feet and be three bedroom.

The proposal has been designed with Green Initiatives in mind, and the compact unit sizes allow for less consumption of energy. Electric Vehicle parking and charging will be available. Every building is intended to incorporate solar power.

The applicants state that the affordable housing will be Category 2, and that the 35% of the units being deed restricted is an attractive aspect of the proposal.

The short-term rental aspect of the proposal includes seven glamping pads which will be seasonal from July to October. The applicants state that the fishing cabins were designed to not disturb the wetlands and to keep noise directed inwards. The cabins are small and designed to be charming. The goal of the short-term area is to be separate from the residential area. An amenity cabin is proposed and will also include housing for the 24/7 on-site manager.

Fire lanes and emergency vehicle access has been addressed in the proposal. Roaring Fork Fire Authority has requested that no bollards be utilized in the fire lanes and that the areas be clearly marked and monitored. A walkable area to and from the fishing cabins has been included that allows for access of emergency vehicles.

Commissioner Questions.

Cindy Hirschfeld asked if the development included a mix of rental and for sale non-deed restricted units. The applicants responded that the Townhomes will be for sale, and that the multi-family units will be all rental. Hirschfeld asked if the fishing cabins were a hotel use. The applicants stated that the fishing cabins would serve the use described in the Master Plan as short term rental/hotel.

Bill Maron asked if the development included sound mitigation from the highway. The applicants responded that they are working on the details of the sound mitigation but are making sure that it is not overlooked. Maron asked if snow storage was included. The applicants stated that it is included in the proposal and that the amount of snow storage needed was calculated. Maron asked what improvements will be made to the Emma Rd. bike path. The applicants responded that it would be built as a multi-use trail that matches the size of the existing path as it extends past the property. Maron asked Town Staff if a study could be done on the Dog Leg portion of the property to see the setbacks and any issues with the nearby wetlands. Staff responded yes.

Rob Leavitt asked if there are any potential issues with the nearby sewer treatment plant in terms of odor. Michelle Thibeault responded that she did not smell any odors on the site during the site visit. Leavitt asked if the we-cycle aspect is a commitment to the project. The applicants responded yes, and they are working out the details on that. Leavitt asked what kind of structures would be placed on the glamping pads. The applicants responded that there would be canvas tents that would be stored for the Winter months.

Mike Horvath asked if easements are being discussed for Public Right-of-Way for the community space on the northern portion of the property. The applicants responded that they believe a License Agreement would be more appropriate due to the glamping sites being located in close proximity. The applicant added that an easement may be done to ensure the use stays there in perpetuity, and that the options are still being discussed. Horvath asked if the we-cycle stations would be electrified. The applicants responded that they believe the service provider will have a combination of non-electrified and electrified stations.

Kyle Oberkoetter asked if the childcare center could be built on the Stott property if the developers did not build it with this proposed development. Thibeault responded that the childcare facility is for the Jadwin property. Thibeault added that the Stott property has requirements for a community recreation component. Oberkoetter asked if the improvements will be burdened on this development and if the future developers of the Stott property would reimburse for the improvements. Thibeault responded that Staff does not know when or if the Stott property will be developed, so the improvements are to be done by the Jadwin developers. If the Stott property is to be developed in the future, it is likely that the roads and access will need additional improvements. Oberkoetter asked if there was a cash in lieu option for the daycare that could be used to support the Stotts Mill daycare facility. Lindt stated that Staff does not know what the contribution to the childcare facility will be yet and that an appraisal on the dog leg would need to be done to understand the value of the Applicants proposed contribution to childcare. The applicants responded that Stotts Mill is much larger than the proposed Jadwin development.

Chair Vozick asked where the on-site manager would live. The applicants responded that they would have a stand-alone unit. Vozick asked if the buildings have complete coverage with solar panels. The applicants responded that the rooftop areas are to be used for air-to-air heating exchanges and PV arrays.

Oberkoetter asked if the applicants were able to fit more density with the proposed layout. The applicants responded that they could have, however they wanted to supply a variety of unit types, and make the space feel balanced.

Chair Vozick opened the discussion for Public Comment at 7:37 PM.

Brian Soucie, current resident of the Stott property commented that he would like to see plans for privacy barriers on the perimeter of the Jadwin property, specifically where the two properties share a border. Soucie stated that he has had issues with the public coming on his property in the past and would like the developers to mitigate the impacts of public access to the property.

Tyler Stevens of 190 Riverside Dr. stated his support for the project and stated that he grew up with the developers and is glad that it is someone who knows the area.

David Jones commented, on behalf of his daughter, that he believes there are issues with the proposal.

Chair Vozick closed the Public Hearing at 7:47PM.

Commissioner Comments.

Oberkoetter suggested doing something for the developer such as lowering some fees because of the 10% additional deed restricted units than required.

Horvath commented that the number of units required to be affordable housing is 25%, and also that 25% of the FAR is supposed to be affordable. Horvath stated that 35% of the units are affordable, but only 27% of the FAR is deemed affordable. He stated that he believes the development is in a good place. Horvath stated that he worries about the pedestrian connections and how the function will be after improvements. Horvath added that the possibility of a pedestrian bridge connecting the area with downtown should be studied. Maron believes that it should be taken off the table. Horvath asked for a setback study on the dogleg.

Maron stated that the architecture looks bland. He added that he believes there is too much parking proposed for a public transit-oriented development. Maron stated that he thinks the non deed-restricted units will be occupied by mostly second homeowners and not Basalt workers. The applicants disagreed and stated that workforce housing is their goal. Maron stated that he believes the three-bedroom units will be hard to fill.

Chair Vozick stated that other recent developments have had restrictions on who was allowed to rent their properties.

Hirschfeld stated that she believes the applicants should hold off on the glamping aspect of the project for the time being. Hirschfeld stated that size of housing does not make it attainable. She believes that these non deed-restricted units will be filled with second-home owners.

Chair Vozick stated that he hopes conversations with the neighbors continue and that they would like to see some planning around that done.

M/S ROB LEAVITT AND BILL MARON TO CONTINUE THE ITEM TO THE NEXT MEETING. MOTION PASSED 6-0.

2024 WORK PROGRAM DISCUSSION.

Michelle Thibeault, Planning Director, introduced the item and stated that the workplans in the packet are drafts for all the citizen committees, such as POST, Green Team, BACH and BPAC. Example of projects in these workplans are the Willits Lane Improvements, Confluence Park Improvements, sculpture and art installation projects, and playground and park improvements and replacements. Thibeault asked for P&Z to think about whether they have any wish list items and Commissioners can email Staff with any such items.

M/S BILL MARON AND KYLE OBERKOETTER TO ADJOURN THE MEETING AT 8:27PM. MOTION PASSED 6-0

TOWN OF BASALT

PLANNING AND ZONING COMMISSION

By _____

Eric Vozick, Chair

Attest _____

Michelle Bonfils Thibeault, Planning Director



PLANNING AND ZONING ACTION MINUTES

BOARD MEMBERS PRESENT: Eric Vozick, Bill Maron, Bob Kaplan, Mike Horvath, Cindy Hirschfeld, and Rob Leavitt.

BOARD MEMBERS ABSENT: Katie Hostetler, and Kyle Oberkoetter.

STAFF PRESENT: Michelle Thibeault and James Lindt.

OTHERS PRESENT: Michael Fox.

DATE: 9/19/2023

MEETING CALLED TO ORDER AT 6:04PM

AGENDA ITEMS

1. Call to Order.
2. Approve Minutes, *August 1st, 2023*.
3. Continuation of Public Hearing on Jadwin/Black Mountain PUD Sketch Plan Application and Associated Land Use Requests.
4. Public Hearing on 168 Original Road Minor Subdivision Application and Associated Land Use Requests.
5. Commissioner Comments and Staff Updates.
6. Adjourn.

APPROVE MINUTES FROM AUGUST 1st, 2023.

Rob Leavitt requested an amendment to page 4 of the minutes, and for the minutes to reflect his comment being that due to the location of the garage, Leavitt was concerned that the applicant would park in the street.

Chair Vozick abstained from voting due to his absence at the described meeting.

M/S BILL MARON AND ROB LEAVITT TO APPROVE THE MINUTES FROM AUGUST 1st, 2023. MOTION PASSED 5-0.

CONTINUED PUBLIC HEARING ON JADWIN/BLACK MOUNTAIN PUD SKETCH PLAN APPLICATION AND ASSOCCOATED LAND USE REQUESTS.

This item is to be continued to the next meeting on October 3rd, 2023.

M/S ROB LEAVITT AND CINDY HIRSCHFELD TO CONTINUE THE ITEM TO THE OCTOBER 3, 2023 MEETING. MOTION PASSED 6-0.

PUBLIC HEARING ON 168 ORIGINAL ROAD MINOR SUBDIVISION APPLICATION AND ASSOCIAED LAND USE REQUESTS.

James Lindt, Assistant Planning Director, introduced the item and explained that the applicant, Michael Fox, who is attending via Zoom, has submitted an application requesting a minor subdivision and slope review at 168 Original Road. Lindt described the location and contents of the property and stated that it is a 0.9-acre lot with a half of a duplex on it. It contains 30% slopes and is zoned R2. The applicants are proposing to maintain the half duplex on the lower section of the lot and construct a 4,400 square foot single family residence in the upper lot. Lindt stated that the applicants have proposed to pay a fee In lieu of affordable housing requirements. Lindt explained the discussion items as consistency with the Master Plan, consistency with the character of the surrounding area, affordable housing requirements, slope review, utilities, wildfire mitigation, Green Building requirements, and Fire Department comments. Lindt notes that Staff feels that the 4,400 sf proposed for the residence is not consistent with the size of residences on the lower portion of Original Road and that it should be paired back to 3,000 to 3,500 sf , including the garage if P&Z is interested in accepting the proposal.

Lindt introduced the applicant, Michael Fox. Fox thanked Lindt for working with them on the application and explained that this has been in the process since 2022 and has gone through a lot of design processes. He stated that they are using rock retaining walls to mitigate the impact of the slope and minimize regrading. He stated that they are expecting a large fee for affordable housing mitigation, which they are happy to pay. Fox stated that he believes the designs, square footage, and character are all consistent with the surrounding are and the Master Plan.

Commissioner Questions.

Rob Leavitt asked about the zero-lot line on the duplex and how that may factor into redevelopment of the duplex on the lot. Lindt responded that if the applicant is not requesting to redevelop the duplex, that draft conditions could be included to state any new structure would need to be in compliance with setbacks and could not have an attached duplex on the property. Leavitt asked the applicant for the FAR of the duplex. The applicant stated that the half duplex contained on the lot is 1456 square feet with a 312 square foot garage. Leavitt asked why a slope review is necessary. Lindt responded that slope review is required for all properties with 30% slopes. Lindt explained that the review is to ensure safety and to review aesthetic requirements such as retaining walls and revegetation. Leavitt asked if the traffic study describes 24 or 40 trips generated by the property. Lindt responded that it will be what the manual states which is 8-10 trips per day.

Bill Maron asked if the property was a part of Aspen Junction PUD. Lindt responded that it is not in the Aspen Junction PUD. Maron asked why the soils report was just a preliminary report. Lindt responded that there is a requirement to have the soils report finalized before the permit is issued. Maron asked if the duplex was a house and ADU or two separate dwelling units. Lindt stated that it is two separate dwelling units separated by a wall on the property line.

Mike Horvath asked about the requirement to tier any retaining wall that is over six feet in height, and if that is what is proposed for this property. Lindt stated "terracing" is a Code requirement for retaining walls over six feet in height.

Bob Kaplan asked about the 3500 square foot recommendation for the size of the proposed property versus what the code allows. Lindt responded that this is a matter of consistency with the surrounding area. He stated that the majority of homes in the area of the lower portion of Original Road are between

2000 and 4000 square feet, and staff recommends that the square footage of the proposed single-family dwelling be within those ranges.

Chair Vozick opened the Hearing to Public Comment at 7:01PM.

Bart Johnson, a Land Use Attorney representing 304 Original Road, Sandy Striker and Rick Carston. Johnson stated that the property was originally a 2.75-acre lot that was subdivided twice making 4 lots. The previous owner built the duplex in 1983 and put a covenant on the plat to restrict the lot to the existing duplex. Johnson stated that the goal of this proposal is to eliminate the covenant for the duplex that the neighbors have been relying on for many years, and he wanted to make that clear to the P&Z Commission. Johnson stated that the retaining walls proposed will be potentially higher than the six-foot limit set forth in the code.

Sandy Striker commented that the neighborhood is heavily used by wildlife and is requesting a wildlife corridor be considered.

Rick Carston commented that he believes there should be story poles where the house will be to see the impacts of the house and trees proposed.

Christy Levine at 227 Original Road commented that she is in general support of what the applicant proposed and has asked for the home to be moved down the slope slightly and off of the road slightly so that it does not look like it is right against 304 Original Road. She also addressed concerns about wildlife. She asked if the possibility of access from 168 Original Road was possible. She also addressed that a 4400 square foot home would make over 6000 square feet of home when combined with the existing duplex, which is much larger than the other properties in Original Road.

Scot Broughton, neighbor at 164 Original Road, commented that he is in full support of the project and believes that it meets the land use code.

Chair Vozick closed the Public Hearing at 7:19PM.

Mike Horvath commented that it is tough to limit or allow certain square footage based on code. He stated his concern about the retaining walls not being able to capture the grade and added that they may not be suitably aesthetic to viewers or even meet code. Horvath expressed concern of the utility easement proposed and its impacts to future development in the lower lot. He added that there may be impact to the duplex due to the larger home looming over it on the hillside.

Bill Maron commented that he sees issues with developments on slopes over 30%. He stated that it may be impossible to do from an engineering standpoint and will need to see the finalized soils report. He stated that he believes that the house should not be greater than 3500 square feet.

Rob Leavitt expressed concerns of the buildability of this home at 4000 square feet and noted the existing duplex on the lot. He stated that it may be acceptable in an ADU use or deed restricted. He expressed interest of seeing what possibilities are around access from Original Lane.

Chair Vozick stated that the proposal seems to be pushing the envelope to fit the building on the lot.

Lindt suggested that the applicant look at adjusting the site plan based on these comments and bringing the item back at a later date with updates.

Chair Vozick summarized the key aspects of the comments and asked that the applicant address them and come back to P&Z on December 5th, 2023.

M/S BILL MARON AND ROB LEAVITT AND TO TABLE THE ITEM AND CONTINUE ON DECEMBER 5TH, 2023.

COMMISSIONER COMMENTS AND STAFF UPDATES.

Michelle Thibeault updated the group on the new sculpture in the Basalt River Park. She stated that it is set to be installed in the first week of October. She stated that September 30th is the last day to use Midland Money and urged P&Z to let people know. She explained the happenings with the Mural Competition and that voting went well. She updated the group on the Midland Waterline project and stated that it was moving along, and that there will be some construction impacts coming up.

M/S BILL MARON AND MIKE HORVATH TO ADJOURN THE MEETING AT 7:45PM. MOTION PASSED 6-0

TOWN OF BASALT

PLANNING AND ZONING COMMISSION

By _____

Eric Vozick, Chair

Attest _____

Michelle Bonfils Thibeault, Planning Director

MEMORANDUM

To: Chairman Vozick and Basalt Planning and Zoning Commission

Thru: Michelle Bonfils Thibeault, AICP Planning Director

From: James Lindt, AICP Assistant Planning Director

Date: December 5, 2023

RE: Continued Public Hearing – 159 E. Homestead Drive Historic Designation, Site Plan Review, Special Review for an ADU, Historic Incentives

I. Purpose

The Applicant, Rolf Fraser, is requesting Historic Designation, Site Plan Review, Special Review, and Historic Incentives to construct a basement under and expand the miner's cabin at 159 E. Homestead Drive. The Applicant has also proposed to convert the miner's cabin into an Accessory Dwelling Unit (ADU).

II. Background

The property located at 159 E. Homestead Drive contains a single-family residence and miner's cabin that is currently used for storage (there is no existing plumbing in the cabin). The Applicant recently restored the existing single-family residence built in 1898 and now would like to install a basement and convert the existing miner's cabin to an ADU. The miner's cabin subject to the application is known as the "minister's cabin" as it housed the first minister of Basalt and was moved to the site in 1900 (see photos of the site in Figure 1 and information in Figure 2 below from the Basalt Regional Heritage Society Walking Tour).

Figure 1

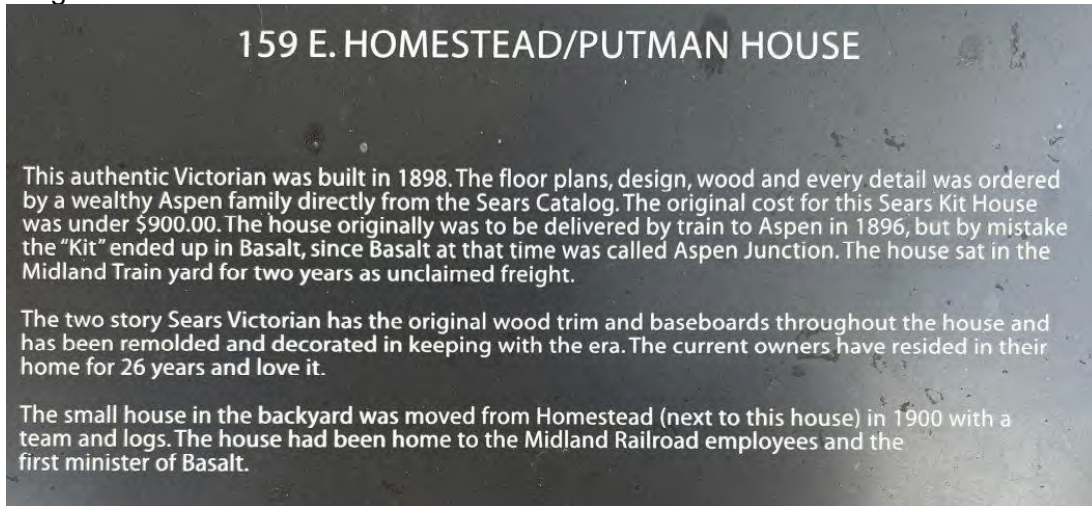


Main Residence



Miner's Cabin- Proposed ADU

Figure 2



As part of the Application to convert the miner's cabin to an ADU, the Applicant has proposed to historically designate the site to be able to take advantage of the following historic incentives:

- 1) allowance for an ADU on a lot of less than 8,000 sf,
- 2) allowance for an ADU larger than is permitted in the R-3 TN Zone District requirements,
- 3) allowance for 319 sf of FAR more than is allowed in R-3 TN,
- 4) waiver of the off-street parking requirements for the ADU,
- 5) waiver of the parkland dedication and school land dedication fees.

III. Location/Current Conditions

The site subject to the Application is 7,438 sf and contains the existing single-family residence and the 490 sf miner's cabin that is currently being used for storage purposes. There is one off-street parking space on the property. The property abuts the Lucksinger Stairs public pedestrian way that runs from Midland Avenue to Homestead Drive and is zoned R-3 TN.

IV. Review Process

The Applicant has requested to designate the property as Historic, apply for Historic Incentives, Site Plan Review, and Special Review for an ADU. All the requested development review actions require review by the P&Z and Town Council, with the P&Z making a recommendation to the Town Council, with public hearings occurring at both levels of review.

V. Discussion Items

A. Consistency with 2020 Basalt Master Plan

The 2020 Basalt Master Plan supports infill development in the area of East Basalt with small-scale residential structures. The Plan also supports the development of attainable and diverse housing and administering the current regulations and policies for the preservation of historic structures.

The Future Land Use Map defines this parcel as “Existing Residential.”

Staff finds the proposed development to be consistent with the following goals and objectives of the Basalt Master Plan.

Goals:

2.1: Provide housing that services residents across a range of demographics, incomes and collective needs.

2.3: Promote the development of innovative and diverse housing types close to existing and planned commercial and transit centers.

Objectives:

1.I Continue to administer current regulations protecting landmarked buildings and consider additional policies for preservation of historic structures.

2.B Promote affordability of living and diversity of housing types including market rate housing.

2.R Continue promoting policies and locations appropriate for ADUs to be integrated into both the redevelopment of existing neighborhoods and the development of vacant parcels.

2.Z Ensure that development project approved or recommended for approval by the Town incorporate walkability, access to services and parks and reduce dependencies on personal vehicles.

B. Historic Designation

The subject property includes a single-family house built in the late 1890's and the miner's cabin that is proposed to be converted to the ADU was moved to the site in 1900. A considerable restoration of the single-family residence was recently undertaken by the Applicant and the Applicant's proposal on the miner's cabin would remove a non-historic addition from the 1990s to restore it to be more consistent with the form the structure has traditionally exhibited. Staff finds that both the single-family residence and the miner's cabin are worthy of historic designation and that the proposal to add a foundation and basement to the miner's cabin is consistent with the Town's historic preservation goals by ensuring the structure remains structurally sound (see Figure 3 below showing the current status of the miner's cabin without a foundation).

Figure 3 showing deterioration of the miner's cabin at grade.



Additionally, Staff finds that the proposed remodel to the miner's cabin is consistent with the character of the historic resource in that the additional square footage will be added below grade so as not to detract from the character of the structure.

C. *Historic Incentives*

Town Code Section 16-394, *Historic Incentives*, includes zoning incentives that are available to historically designated properties. Among the incentives available for historic properties are the ability to obtain variances from the underlying zoning dimensional requirements, the ability to construct an ADU larger than permitted in the Town Code, and the ability to obtain reductions/waivers from the off-street parking requirements. The Applicant has proposed to take advantage of the above incentives to create the ADU in exchange for dedicating the property as historic to preserve the structures on the site in perpetuity.

D. *Consistency with R-3 TN Zone District*

Below is a table that compares the proposed dimensional requirements with that of the R-3 TN Zone District:

Dimensional Requirement	R-3 TN Zone District	Proposed
Min. Lot Size to Included ADU	8,000 sf	7,438 sf * Historic Incentive
Floor Area Allowed	2,603 sf of FAR	2,922 sf of FAR * Historic Incentive
Building Height	24' to Midpoint 28' to Ridge	Miner's Cabin 16'- 4" to Ridge Main House- Unchanged
Setbacks	Building Location as Existed on August 22, 1995	Building Location as Existed on August 22, 1995- No Change
Off-Street Parking Spaces	4 Spaces	1 Existing Space * Historic Incentive

E. Off-street Parking

The Applicant has requested a waiver from providing off-street parking for the ADU as part of the historic incentives. Staff finds that the Town's historic preservation and housing objectives are satisfied by permitting the expansion and conversion of the miner's cabin to an ADU and that preservation of the structure is paramount over the impact that will potentially be created as a result of not having off-street parking for the proposed unit. Additionally, Staff does not believe that there is an opportunity to provide more off-street parking due to steep slopes and no additional vehicular access points to the property. The Applicant has done his best to incorporate the one off-street parking space that currently exists. Staff also notes that if more driveway was added to create an additional off-street parking space, it would be at the expense of losing an on-street parking space in front of the property.

F. Lucksinger Stairs Snow and Ice Mitigation

The main residence and the proposed ADU are located directly adjacent to the Lucksinger Stairs public pedestrian way. Due to the steep pitch of the roofs and the proximity of both the main residence and the proposed ADU to the public pedestrian way, there have been problems with the shedding of snow and ice onto the Lucksinger Stairs from these structures. In 2021 when the Applicant restored the main residence, a snow stop rail, a gutter system, and heat tape were installed on the west side of the residence to help mitigate the issue. Public Works expressed that the improvements that were made to the main residence were fairly successful in mitigating the snow and ice shedding problem adjacent to the main residence. As such, the Applicant has proposed a similar arrangement for the miner's cabin. Staff has reinforced these improvements in the draft conditions of approval (Condition No. 13).

G. Deed Restriction

The Town Code requires that a deed restriction be executed and recorded requiring that one of the two dwelling units on the property be resident-occupied, meaning that one of the members of the household occupying a unit must make the dwelling unit their primary residence. Staff has reiterated this requirement in the conditions of approval (Condition No. 15).

H. Construction Management

The Applicant has outlined the method of construction that he plans to utilize to install the basement under the miner’s cabin in the the Application materials attached as **Exhibit A**. “Underpinning” is the method of construction proposed to be instituted to allow for the construction of the basement under the miner’s cabin that does not currently have a foundation. It involves excavating under portions of the structure and then bracing each individual section prior to commencing with excavating under other portions of the structure. This is a technique that is used frequently in other jurisdictions such as Aspen to install foundations and basements under historic buildings.

Staff finds that the Applicant will require a temporary construction easement from the neighboring property owner to the west in order to do some of the exterior work to the miner’s cabin. As such, Staff has included a requirement that the Applicant obtain a temporary construction license prior to issuance of a building permit (Condition No. 7). Town Public Works has also suggested that closure of the Lucksinger Stairs public pedestrian way that runs directly to the east of the property should be limited to the greatest extent possible and that the majority of construction activities should occur internal to the property when possible. Staff has included a draft condition (Condition No. 6) requiring the Applicant to provide a construction management plan for review and approval by the TRC prior to building permit issuance that demonstrates what construction activities the Applicant anticipates needing to use/close the Lucksinger stairs to complete.

I. Waiver of Parkland and School Land Dedication Fees

The Applicant has requested waiver of the Parkland and School Land Dedication fees. Pursuant to Town Code Section 16-394, the Town Council has the ability to waive the parkland fees for a historic landmark and the school land dedication fees are automatically waived for a historic landmarked property. Staff has included a draft condition waiving the parkland and school land dedication fees (Condition No. 9).

VI. Agency Referral Comments

The following are comments and requirements of relevant referral agencies.

- A) *Roaring Fork Fire Rescue Authority* – Roaring Fork Fire Rescue Authority provided a letter attached as **Exhibit B** supporting the Application and accepting the Applicant’s proposal to divert snow and ice from the roof away from the Lucksinger stairs as noted above. RFFRA also noted that they have discussed trimming of trees on the site and removable of combustible materials from under the decks on the property.

- B) *Basalt Police Department*- The Police Department posed the question of whether there is sufficient available on-street parking in the area to accommodate the ADU. As noted above, the Planning Staff believes the ability to preserve the structure in perpetuity through historic designation is paramount to the lack of parking, but a condition has been included that any lease for the ADU contain language identifying that the ADU does not include an off-street parking space and that the on-street parking in the neighborhood has time limitations as set forth in the Town Code. This requirement will put tenants of the ADU on notice that they will not have off-street parking.

- C) *Basalt Sanitation* – The Applicant is required to show how the service lines, cleanouts sanitary sewer work, etc. will meet the Basalt Sanitation District’s Rules and Regulations. Additionally, the Applicant is required to pay all Sanitation District development review and tap fees. These items have been included in the draft conditions of approval (Condition No. 8).

- D) *Eagle County* – No Comments

VII. Recommendation and Conditions

Staff recommends that the P&Z hear comments from Staff and the Applicant, consider public comments, and provide Commission discussion.

Staff recommends approval, with the following conditions:

Representations:

- 1. The Applicant shall comply with all representations set forth in the Application.
- 2. The Applicant shall comply with all material representations made in hearings before the Planning and Zoning Commission and Town Council.

Development Program:

- 3. The dimensional requirements for the development approved by this Special Review shall be as follows:

Dimensional Requirement	R-3 TN Zone District	Proposed
Min. Lot Size to Included	8,000 sf	7,438 sf * Historic Incentive

ADU		
Floor Area Allowed	2,603 sf of FAR	2,922 sf of FAR * Historic Incentive
Building Height	24' to Midpoint 28' to Ridge	Miner's Cabin 16'- 4" to Ridge Main House- Unchanged
Setbacks	Building Location as Existed on August 22, 1995	Building Location as Existed on August 22, 1995- No Change
Off-Street Parking Spaces	4 Spaces	1 Existing Space * Historic Incentive

4. Only one of the residential units may be rented on a short-term basis as defined in the Town Code at any one time pursuant to Town Code Section 16-203(c)(5).

Parking:

5. The Applicant shall include in the rental lease agreement for the ADU, language identifying that the ADU does not include an off-street parking space and that the on-street parking in the neighborhood has time limitations as set forth in the Town Code.

Construction Management Plan:

6. The Applicant shall submit a construction management plan as part of the building permit submittal for review and approval by the TRC that demonstrates what construction activities the Applicant anticipates needing to use/close the Lucksinger stairs in order to complete. The construction management plan will also address at a minimum; construction parking, staging of materials, dust suppression, and compliance with the Town's required construction hours. Closure of the Lucksinger stairs public pedestrian way that runs directly to the east of the property shall be limited to the greatest extent possible. The Applicant shall comply with the allowable construction hours as established in the Town Code.
7. The Applicant shall obtain a temporary construction license from the property owner to the west prior to commencing any construction activities that require the Applicant to be on the 153 E. Homestead Drive property and prior to issuance of a building permit.

Basalt Sanitation District Comments:

- 8. The Applicant shall demonstrate compliance with Basalt Sanitation District's rules and regulations prior to the issuance of a building permit, including the payment of fees.

Development and Building Fees:

- 9. The Applicant shall pay all applicable development review fees on the ADU, as calculated by the Town Planner, prior to building permit issuance. The Parkland Dedication and School Land Dedication Fees are waived. The Applicants shall also pay all applicable building permit fees as calculated by the Town Building Official prior to building permit issuance.

Technical Considerations:

- 10. Any disturbed areas shall be revegetated prior to the issuance of certificate of occupancy.
- 11. The Applicant shall submit a final landscaping plan for review and approval by the TRC prior to the installation of additional landscaping.
- 12. The Applicant shall submit a drainage plan and final utility plan for review and approval by the Town Planner and Town Engineer prior to the issuance of a building permit.
- 13. The Applicant shall install a snow stop rail, gutter, and heat tape on the west side of the ADU roof pursuant to the representations made in the Application dated 8/22/23 prior to issuance of a certificate of occupancy on the ADU.

Sustainable Building and Wildfire Mitigation Regulations:

- 14. The Applicant shall comply with the Town's Sustainable Building and Wildfire Mitigation Regulations to the extent they are applicable to ADU.

Approval Documents:

- 15. The Applicant shall prepare a site plan and draft deed restriction for review and approval by the Town Planner and Town Attorney. The site plan shall be recorded at the Eagle County Clerk and Recorder's Office prior to the issuance of a building permit. The ADU deed restriction designating that one of the two units on the site will be resident-occupied shall be recorded at the Eagle County Clerk and Recorder's Office prior to the issuance of a certificate of occupancy.

16. The Applicant shall prepare and submit any additional approval documents deemed necessary by the Town Planner and Town Attorney to effectuate the intent of the approvals. Any such documents shall be executed and recorded prior to the earlier of the issuance of a building permit or 180 days after the effective date of the final approval ordinance.

Vested Rights:

17. Vested property rights shall be granted as approved herein for a period of three (3) years from the effective date of the ordinance approving these land use requests. The Applicant may request an extension of vested rights pursuant to the process for extending vested rights as established in the Town Code. If a building permit is not issued within the three (3) year vested rights period or as it may be extended, the approvals granted for this amendment shall expire.

Condominiumization:

18. The dwelling units on the property are not permitted to be condominiumized and sold separately.

Insubstantial Amendments:

19. The Town Planner may review and approve minor amendments to this approval to effectuate the intent of the final development approvals. The Applicant shall have the ability to appeal a Town Planner's decision on a minor amendment to the Town Council pursuant to the appeals process established in Town Code Section 16-11, *Procedures for Code Interpretations and Appeals*.

Attachments:

- Exhibit A- Application Materials
- Exhibit B- Referral Comments
- Exhibit C- Vicinity Map
- Exhibit D- Public Correspondence



Special Review – Written Items-Exhibit A

DATE: 08.10.2023
TO: James Lindt
PROJECT: Minister's Cabin - 159 E. Homestead
PARCEL ID #: 246707403012

Description of the project addressing its compliance with Town Code Section 16-395: (also include photographs, maps, written accounts of existing buildings significance)

The proposed plan for the site at 159 E Homestead consists of work on the cabin on the south side of the site. The majority of the structure was built around 1898 and fits with the typology of the surrounding neighborhood of historic homes and structures. On the south side of the cabin is a 9'-0" addition that was built in the 1990's. In compliance with section 16-395 (3)(e) of Basalt's municipal code, the proposed plan would restore the historic cabin and demolish the newer section, building a more compatible addition with the character of the Basalt neighborhood it inhabits.

A written description of the incentives being sought pursuant to town code section 16-394:

159 E Homestead Drive is requesting Incentives for a landmark site. The incentives being requested are: Parking reductions of 100% through standard incentives as well as zoning incentives, Parkland dedication and improvement requirement waived, School land dedication requirement waived, exemption of a subgrade area from floor area limitations, approval in the increase of floor area allowed to be constructed on the landmark, approval of an ADU larger than otherwise allowed, variances in setbacks (Due to the current location of the existing structure).

Your Journey. Your Story. Your Legacy.

Written Responses to landmark incentive standards set forth in town code section 16-394(h):

(h)(1) This landmark is residential.

(h)(2) The development requesting the incentive is compatible with the character of the surrounding neighborhood. The historic cabin will be restored and the portion that was built in the 1990's will be redesigned to fit the character of the neighborhood and the lot.

The proposed design for the minister's cabin strives to achieve goals set forth in the Basalt Master Plan. The proposed design will add housing to the core of Basalt and help achieve the goal of 'growing from the inside out'.

(h)(3) The historic value of the main house as well as the "ministers' cabin" will be protected. Due to the incentives given with the historic designation, the minister's cabin can maintain the historic properties of the main level due to incentives that allow for a basement space to be added.

Estimate timeline of Completion: 8 months of construction

159 E. HOMESTEAD/PUTMAN HOUSE

This authentic Victorian was built in 1898. The floor plans, design, wood and every detail was ordered by a wealthy Aspen family directly from the Sears Catalog. The original cost for this Sears Kit House was under \$900.00. The house originally was to be delivered by train to Aspen in 1896, but by mistake the "Kit" ended up in Basalt, since Basalt at that time was called Aspen Junction. The house sat in the Midland Train yard for two years as unclaimed freight.

The two story Sears Victorian has the original wood trim and baseboards throughout the house and has been remodeled and decorated in keeping with the era. The current owners have resided in their home for 26 years and love it.

The small house in the backyard was moved from Homestead (next to this house) in 1900 with a team and logs. The house had been home to the Midland Railroad employees and the first minister of Basalt.

NOTE – Land Use Applicants must schedule and participate in a pre-application conference before submitting a land use application to the Town

<p>To be filled out by the Town Filed: ____/____/____ Application Fee: _____ Review Fee: _____ Total Payment Received: _____ Current Reimbursement Agreement: _____</p>

Town of Basalt

Development Application

The Following Must Be Provided Unless the Town Planner Gives Permission to Omit Answer:

TYPE OF APPLICATION FILED: ____ Annexation ____ Rezoning ____ ESA
 Environmental ____ ESA Floodplain ____ Regular Rezoning x Special Review
 ____ Special Review for Off-Street Parking ____ Variance ____ Minor Subdivision
 ____ Minor Subdivision Condominimization

____ Major Subdivision or Replat	____ Planned Unit Development
____ Sketch Plan	____ Sketch Plan
____ Preliminary Plat	____ Master Plan
____ Final Plat	____ Preliminary Development Plan
	____ Final Development Plan
	____ TRC Administrative Amendment

Other type of Application: _____

The old “Ministers Cabin” is a dilapidated shell without foundations. The project intention is to revive this former home by bringing it up to current standards of building and comfort, whilst preserving the original exterior character for all to enjoy as they walk past. The need for foundations has led to the design of a new basement level and remodeled main level facilitating 3 bedrooms and 2 bathrooms.

Contact Information

Name of Applicant(s): Rolf Fraser
 Phone number 202.355.3687
 E mail rolffraser@yahoo.com
 Address 159 E Homestead Dr Basalt CO 81621

Name of Owner(s): Rolf Fraser
 Phone number 202.355.3687
 E mail rolffraser@yahoo.com
 Address 159 E Homestead Basalt CO 81621

Name of Owner's Representative: Katie Hmielowski
Phone number: 970.279.5401
E mail: katie@zgrouparchitects.com

Please attach owner's authorization.

Name of Engineer or Surveyor: Adrienne Prosser
Phone number 970.927.9510
E mail) skpe.structural@gmail.com

Name of Architect or Planner: Katie Hmielowski Z Group Architects
Phone number 970.279.5401
E mail katie@zgrouparchitects.com

Information on Existing Conditions

Existing Zoning: R3/TN Proposed Zoning: R3/TN
Total square feet or acreage in application 7438 SF

Information on Proposed Development

Total number of dwelling units: 1 Number of bedrooms: 3
Total floor area: 1,322.5 SF
Proposed gross floor area by use (non-residential development only): _____

Area of open space to be provided: _____

Legal Description

Legal Description of property (attach if necessary):

Parcel ID#
246707403012

Reception No. of Deed: _____

Katie Hmielowski

SIGNATURE OF OWNER OR OWNER'S REPRESENTATIVE*

* If Owner's Representative files or will represent the application, attach an owner's authorization to represent

Attach appropriate information requested for type of application per the Basalt Town Code and any information requested by Planning Department.

REIMBURSEMENT AGREEMENT

The undersigned (hereinafter "Applicant") has applied to the Town of Basalt for a development permit for SPECIAL REVIEW - ADU / HISTORIC DESIGNATION for the property known as 157 E HOMESTEAD DR (the "Property") pursuant to the requirements of the Town Code. Applicant acknowledges and agrees that in consideration of the Town of Basalt processing and reviewing Applicant's request for a development permit, Applicant shall make the following payments to the Town and agrees as follows.

1. **NON-REFUNDABLE Application Fee.** Simultaneous with execution hereof, Applicant has paid a non-refundable Application Fee pursuant to Sections 16-292(a) and 17-61(a), Town Code, in the amount of \$ 500.00.
2. **Review Deposit.** Simultaneous with execution hereof, Applicant has paid a review deposit as required by Sections 16-292(c) and 17-61(c), Town Code, in the amount of \$ 1000.00 against and to secure payment of a portion of the Town's review expense in accordance with Sections 16-292(b) and 17-61(b), Town Code. Any amount by which the Applicant's deposit exceeds the costs incurred by the Town with regard to development of the Property shall be refunded to Applicant within a reasonable time after final action has been taken with regard to development of the Property or upon withdrawal of the application by the Applicant.
3. **Review Expenses.** Pursuant to Sections 16-292(b) and 17-61(b), Town Code, the Applicant agrees to reimburse the Town for any and all Costs, Staff Fees, and Consultant Fees described herein incurred by the Town during and after the review process associated with the Property. Costs include but are not limited to publication fees, recording fees, and any other actual out-of-pocket costs incurred by the Town with regard to the Property ("Costs"). Inspection and review by town employees shall include reimbursement for time spent by the Town Administrator, Town Planning staff and the Town Public Works staff in compliance with the Town's rate schedule in affect at the time that the work was completed ("Staff Fees"). These rates currently range from \$85.00 to \$100 per hour. Applicant shall also reimburse the Town for all actual out-of-pocket costs incurred by the Town in connection with Applicant's development review application for consultants, including but not limited to, legal, engineering and planning review and advice from persons or entities not on town staff at the rate of the amount actually paid by the Town for such review and advice ("Consultant Fees"). Additionally, to partially defray administrative, handling and review costs incurred by the Town with regard to the Property, Applicant shall additionally pay to the Town an amount equal to 15% of all of the Costs and Consultant Fees.
4. **Payment.** Any and all bills for these costs are due and payable to the Town as follows: All accounts are due net in 15 days from the date of the bill. Interest on any overdue amounts shall be accessed and paid by Applicant at the rate of 2% per month (24% APR) from the date due until paid.
5. **Binding Obligation.** Applicant agrees and acknowledges that this Reimbursement Agreement shall be a continuing obligation which will run with the land and be binding on Applicant and any future owners of the land, and will include the obligation to reimburse the Town for any and all costs associated with the Property incurred by the Town for counseling and advice including, but not limited to monitoring compliance with any development approval including any Annexation Agreement, Subdivision Improvements Agreement or other

development approvals; and any other actual costs directly associated with the Property incurred by the Town.

6. **Breach.** In the event of a breach of any of the terms and conditions of this Reimbursement Agreement by Applicant, the Town may take any action necessary or appropriate and allowed by law or equity, including but not limited to: an immediate suspension of the review process by the Town including cancellation of any scheduled hearings; the refusal to issue any building permit or certificate of occupancy associated with the Property; the recording with the County Clerk and Recorder of an affidavit approved in writing by the Town Attorney and signed by the Town Manager stating that the terms and conditions of this Agreement have been breached; a demand or draw for payment on any performance guarantee for completion of public improvements by any owner of the Property; refusal to allow further development review for the Property or any other Property then owned by or owned in part by the owner of the Property; and any other remedy available in equity or at law including claims for damages or injunction.

7. **No Representation Concerning Development Permits.** Applicant acknowledges and agrees that the Town in no way guarantees, assures or otherwise represents to Applicant that the Development Application filed by Applicant will be granted and makes no representations concerning the timing of the review of the Application.

8. **Severability.** If any provision of this Agreement shall be determined to be void by any court of competent jurisdiction, such determination shall not effect any other provision hereof, all of which other provisions shall remain in full force and effect. It is the intention of the parties hereto that if any provision of this Agreement is capable of two constructions, one of which would render the provision void and the other of which would render the provision valid, then the provision shall have the meaning which renders it valid.

9. **Collection.** In the event the Town is forced to pursue collection of any amounts due and unpaid under this Agreement, it shall be entitled to collect attorneys' fees and all costs reasonably incurred in said collection efforts in addition to the amounts due and unpaid hereunder.

DATED: _____

TOWN OF BASALT:

By: _____

Position: _____

APPLICANT:

By: ROLF FRASER

Mailing Address: PO Box 1347

Basalt

CO 81621

Telephone: 202 355 3687

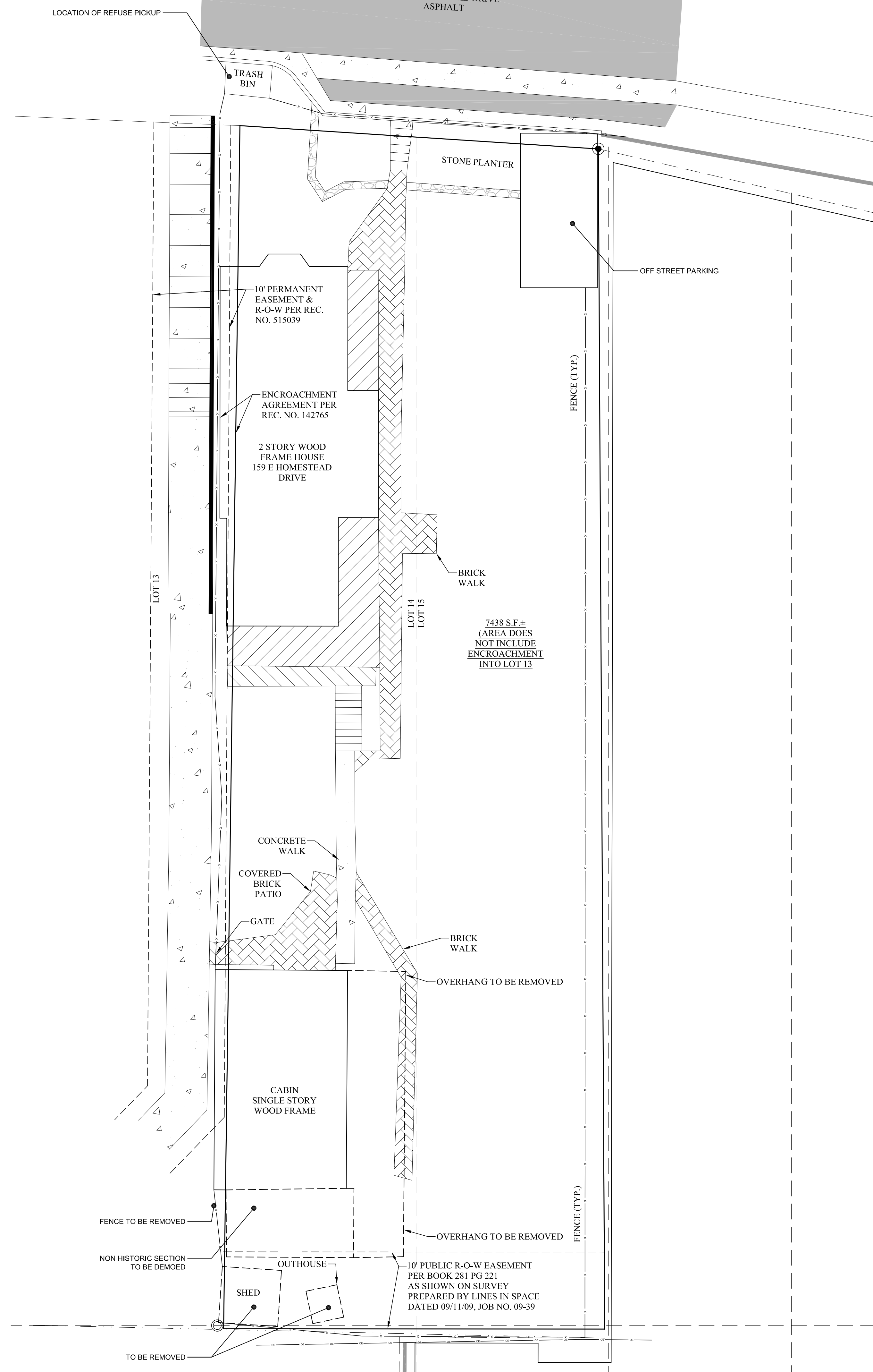
STATE OF COLORADO)
) ss.
COUNTY OF EAGLE)

Subscribed, sworn to and acknowledged before me _____, 20____, by _____.

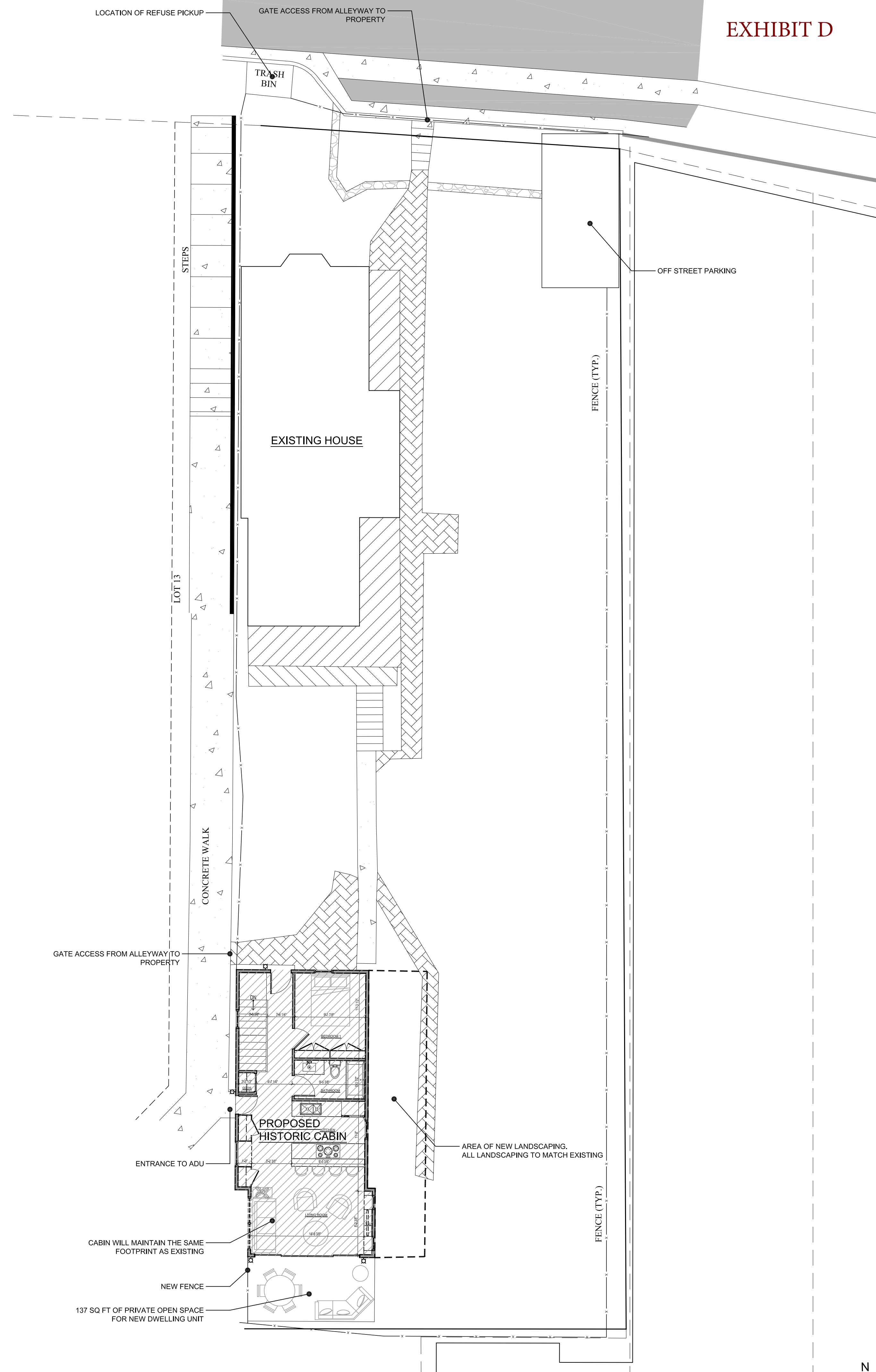
Witness my hand and official seal.

My commission expires _____.

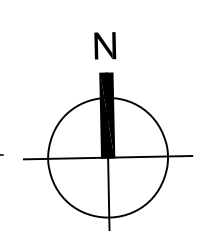
Notary Public



2 EXISTING SITE PLAN
A101 1/8" = 1'-0"



1 ARCHITECTURAL SITE PLAN
A101 1/8" = 1'-0"



Z GROUP
ARCHITECTURE &
INTERIOR DESIGN

FRASER / TOTH RESIDENCE
PARCEL ID# 746707403012
159 E HOMESTEAD RD
BASALT, COLORADO

Seal:
Construction Issue Date:
Prepared By:
Checked By:
DATE ISSUED FOR
1 7.18.23 BASALT STAFF INPUT
2 8.10.23 SPECIAL REVIEW

Jurisdiction Use:
Drawing Title:
SITE PLAN

Sheet #:
A101
Page 39 of 67 sheets, P.C.
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Z GROUP
ARCHITECTURE &
INTERIOR DESIGN

FRASER / TOTTH RESIDENCE
PARCEL ID# 74670703012
159 E HOMESTEAD RD
BASALT, COLORADO

Seal:

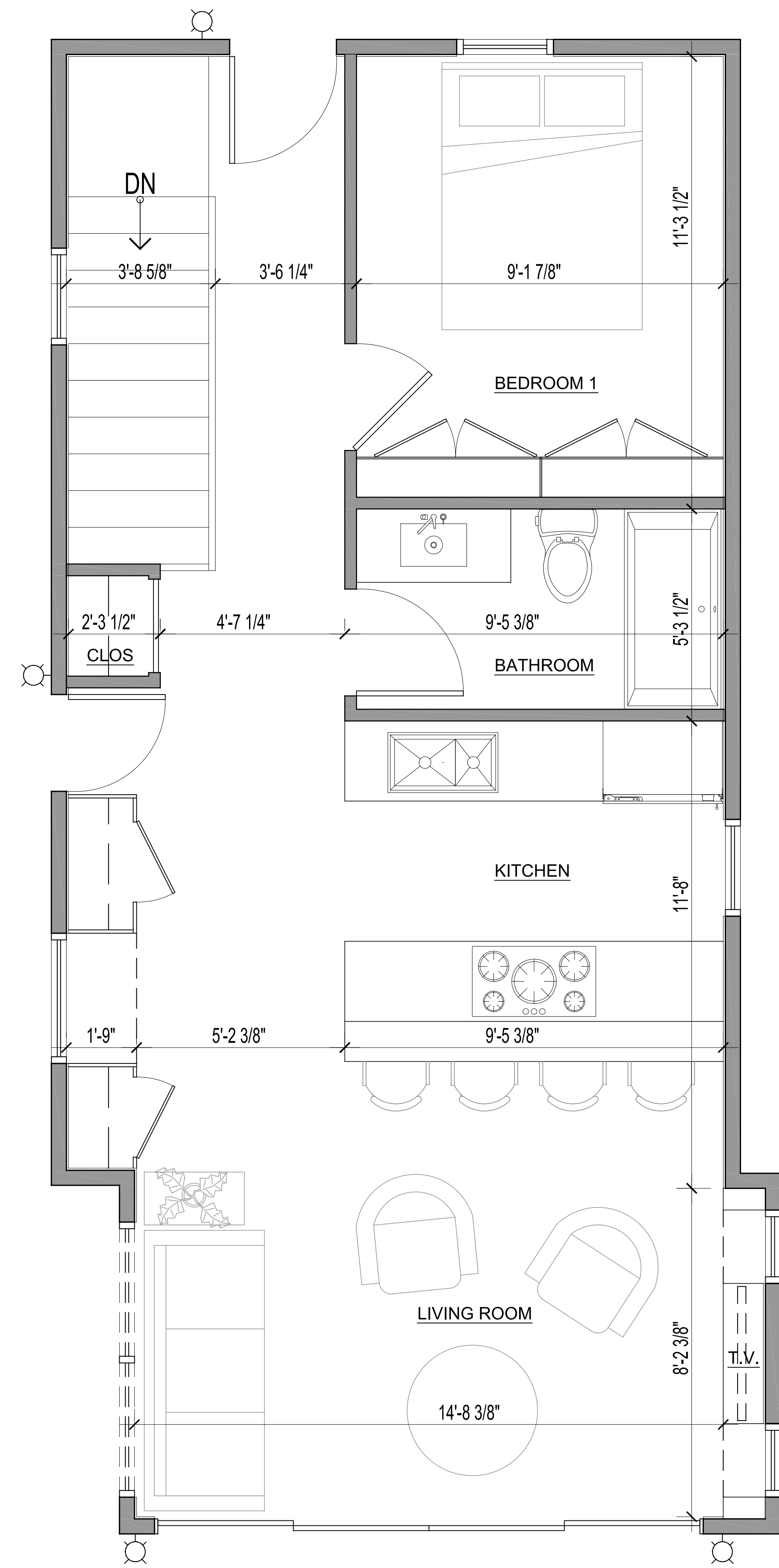
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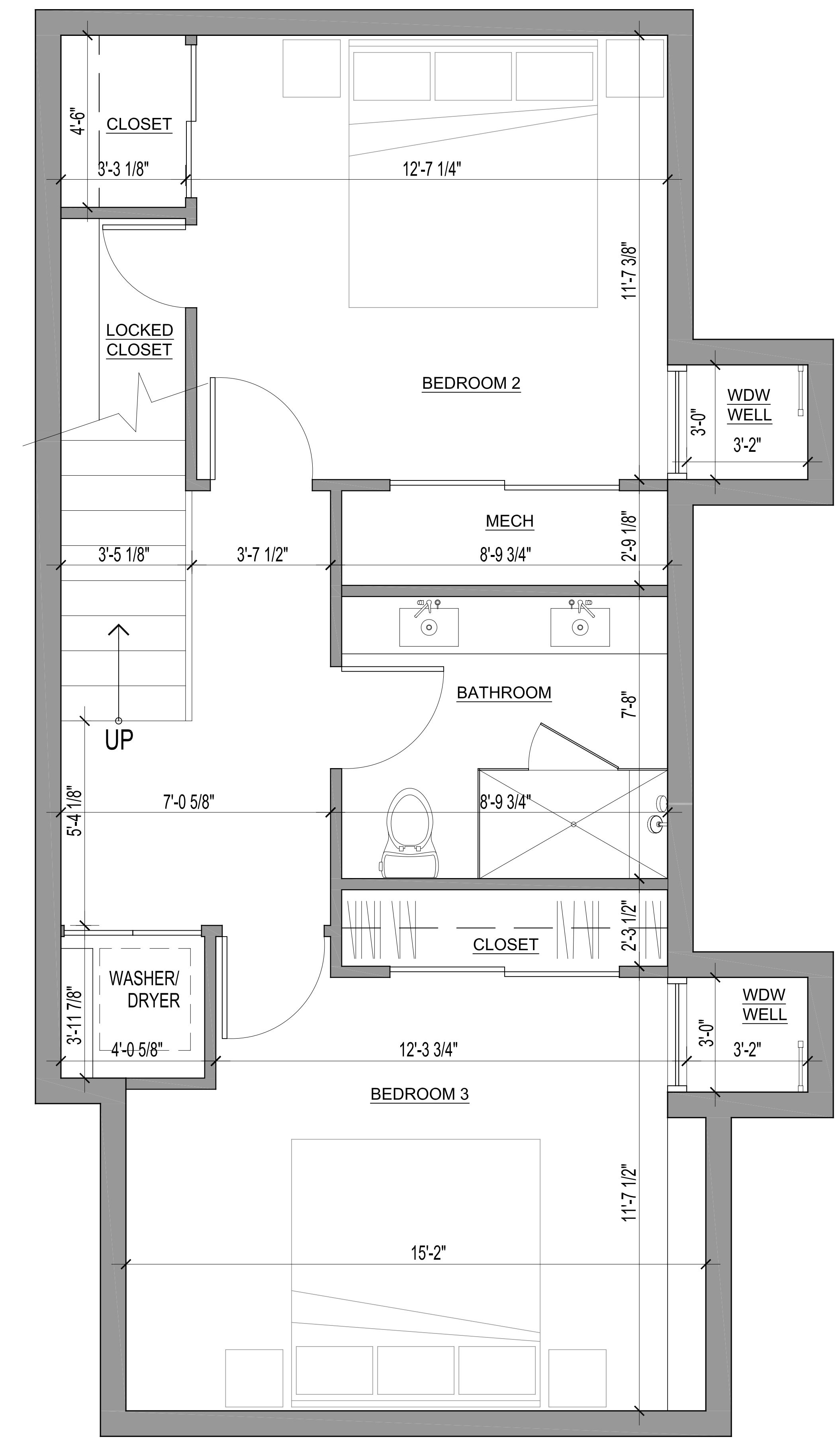
Jurisdiction Use:

Drawing Title:
FLOOR PLANS

Sheet #:
A102
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2 MAIN LEVEL FLOOR PLAN
A102 1/2" = 1'-0"



1 BASEMENT FLOOR PLAN
A102 1/2" = 1'-0"



Z GROUP
ARCHITECTURE &
INTERIOR DESIGN

FRASER / TOTH RESIDENCE
PARCEL ID# 746707403012

159 E HOMESTEAD RD
BASALT, COLORADO

Seal:

Construction
Issue Date:

Prepared By:

Checked By:

#	DATE	ISSUED FOR
1	7.18.23	BASALT STAFF INPUT
2	8.10.23	SPECIAL REVIEW

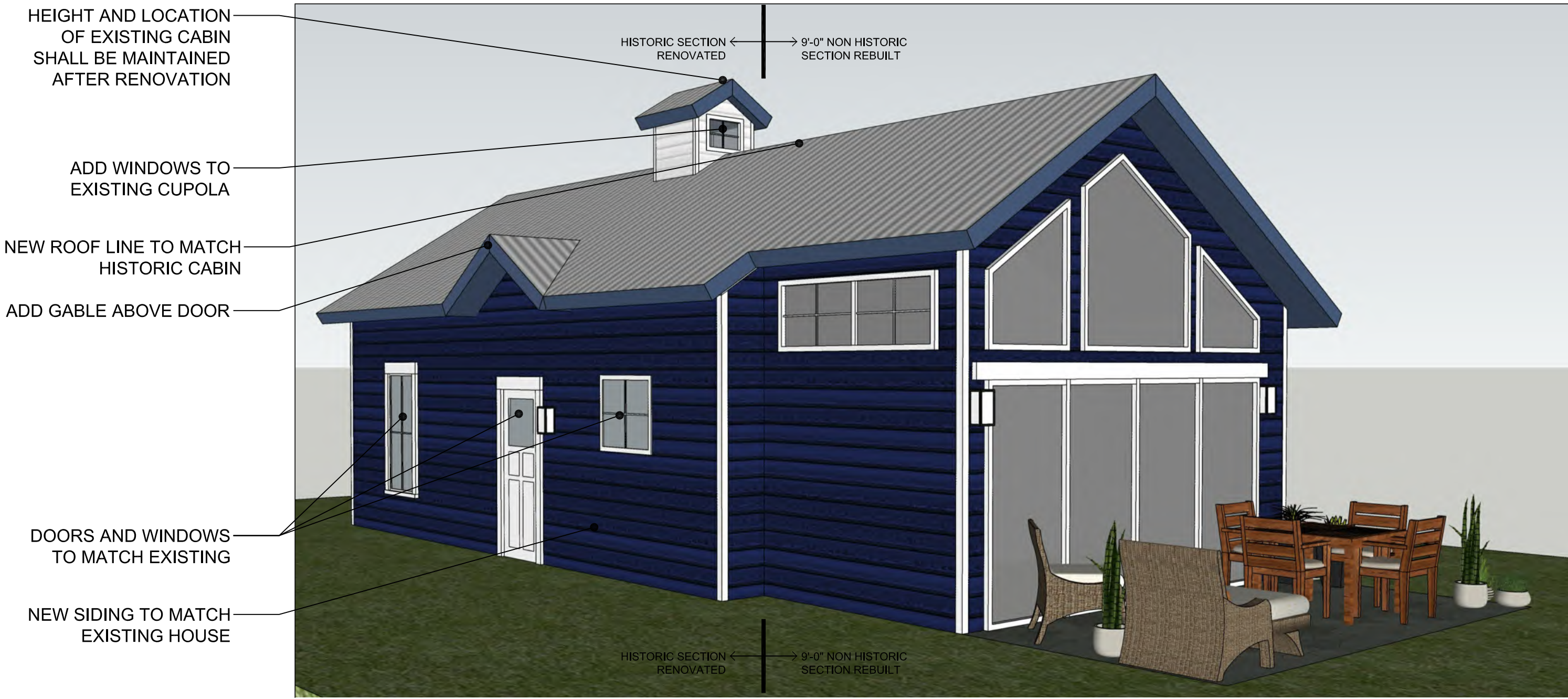
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ELEVATIONS

Sheet #:

A701

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EXISTING MAIN HOUSE EXTERIOR LIGHT

2 PROPOSED CONDITIONS
A701 N.T.S.



1 EXISTING CONDITIONS
A701 N.T.S.

CHECKLIST

Applicant: 159 E. Homestead Dr

Special Landmark Review

Review Date: _____

Written Information

Sec. 16.395- Special Landmark Review.

Ex. A (1) A description of the project addressing its compliance with Town Code Section 16-395. Provide historic documentation of the existing building's significance (i.e. photographs, maps, or written accounts) shall be provided.

Ex. A (2) A written description of the incentives being sought pursuant to Town Code Section 16-394.

Ex. A (3) Written responses to the landmark incentive standards set forth in Town Code Section 16-394(h).

Ex. B (4) Narrative describing the proposal.

Ex. B (5) Completed Town of Basalt Application Form.

Ex. C (6) Completed Reimbursement Agreement.

BROUGHT IN PERSON

_____ (7) Fee and Deposit for the Special Review.

Ex. D (8) Floor plans and elevation drawings of proposed development on the site.

Ex. D (9) Proposed Site Plan.

Ex. D (10) The location of all existing and proposed structures and other improvements on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.

Ex. D (11) A legal description of the property.

Ex. E (12) A list of all property owners within three hundred (300) feet of the property.

Ex. D (13) All off-street parking and loading areas.

Ex. D (14) The location of all ways for ingress and egress to all buildings and parking areas.

Ex. D (15) Service and refuse collection areas.

Note: The Technical Review Committee may require additional information during its review process after the application has been deemed complete.

M: Sphilp\Forms\Special ReviewChecklist.doc



Z GROUP
ARCHITECTURE &
INTERIOR DESIGN

FRASER / TOTTH RESIDENCE

PARCEL ID# 246707403012

159 E HOMESTEAD RD
BASALT, COLORADO

DIMENSIONAL REQUIREMENTS			
159 E HOMESTEAD BASALT CO			
Parcel #	2467 074 03 012		
Zone District:	R-3 TN		
LOT SIZE	7,438 sq ft	min lot size for addition of an ADU is 8,000 sf.	Reference 16-22 SCHEDULES OF USES AND REQUIREMENTS
FLOOR AREA ALLOWED	EXISTING	PROPOSED	
2,603.3 SF (7438 sf lot x 0.35 = 2,603.3)	2,231 SF habitable space	New design proposes adding 691.5 SF basement to the ministers cabin	
FLOOR AREA ABOVE GRADE	EXISTING	PROPOSED	
max of 4,500 above grade floor area allowed	2,231 sf + 450 in exs basement =2,681 sf existing above grade	floor area being added is sub grade	16-27 SUPPLEMENTAL REQ'S FOR R-3 TN (h)(2)
OFF STREET PARKING REQ'S	EXISTING	PROPOSED	Reference
2.5 spaces per 3 bedrooms in ADU	1 parking space added in 2021	No new parking is proposed	16-91 OFF STREET PARKING SPACES REQUIRED
HEIGHT RESTRICTION ADU	EXISTING	PROPOSED	Reference
Not to exceed 24'-0" at roof ridgeline	Ridge is 16'-4" from grade	Proposed roof line with match existing roof line of cabin at 16'-4"	16-27 SUPPLEMENTAL REQ'S FOR R-3 TN (c)
SETBACKS	EXISTING	PROPOSED	Reference
August 22, 1995 building envelope maintained		Ministers cabin will remain in historic location	16-27 SUPPLEMENTAL REQ'S FOR R-3 TN (d)
The goal is to maintain the historic exterior of the minister's cabin while making the space usable by renovating and adding sub grade habitable space.			

Seal:

Construction

Issue Date:

Prepared By:

Checked By:

#	DATE	ISSUED FOR
1	7.18.23	BASALT STAFF INPUT
2	8.10.23	SPECIAL REVIEW

Jurisdiction Use:

Drawing Title:

FLOOR PLANS

Sheet #:

A0.25

1 DIMENSIONAL REQUIREMENT CHART
A0.25 N.T.S.

Response to Request for More Information

DATE: 08.22.2023
TO: James Lindt
PROJECT: Minister's Cabin - 159 E. Homestead
PARCEL ID #: 246707403012

Provide written discussion about how snow sliding off the roof onto the public pedestrian path is proposed to be handled through the proposed remodel and roof adjustments.

When the property (159 E Homestead Dr.) was purchased snow and ice would fall two stories from the roof of the main house onto the concrete steps below. During the renovation of the main building, blocking was installed on the underside of the roof enabling the installation of a discrete snow stop rail. This was painted to match the roof. Gutters and downspouts with hundreds of feet of heat tape were installed conveying the water away from the concrete walkway preventing ice accumulation.

The city no longer has to clear the alley of snow and ice from that roof.

The same solution is proposed for the Minister's Cabin with one improvement.

The first system requires a lot of heat tape, which is inefficient use of electricity. By putting a small gable within the roofline over the front door the direction of snow, water, and ice is naturally diverted by gravity to either side of the entrance.

To the north of the gable entrance a gutter with heat tape will be installed conveying the water away from the alley into the garden.

To the south of the gable entrance however, no gutter or heat tape will be necessary as the runoff will fall directly onto soil providing natural hydration to the juniper, scrub oak and flowers in the triangular garden (where the path turns 45° and then steps towards the restaurants and gallery).

Thus, by using a traditional method of protecting an entrance, we reduce our reliance on electricity and improve our use of water.

Your Journey. Your Story. Your Legacy.

Provide written discussion identifying construction techniques to be used in constructing the basement and identifying if the basement can be installed without encroaching out of the existing footprint with excavation or whether an overdig into the adjacent property will be needed. If an overdig into the adjacent property is anticipated, provide discussion as to whether Applicant discussed the topic with the neighboring property owner to the west.

The means and methods proposed to construct the basement is the slow and steady process of Underpinning. As the reader will be aware this is laborious work, but it is tried and tested. It is also a process the owner has project managed quite a few times beneath historic brick row houses in Washington DC.

This process of underpinning ensures the existing structure will remain in place without stress on it. It will also mean there will be no impact to the alley or the neighbor's property to the west.

(The only time such an impact is envisaged is to connect to the sewer in the alley, but that's a separate subject.)

How to maintain the integrity of the existing cabin while removing the soil beneath it and building the structural walls to support it.

Project: The “Minister’s Cabin” situated at the foot of the yard of 159 E Homestead Dr, Basalt. Prepared by Rolf Fraser, November 2023.

EXCAVATION & UNDERPINNING

A description of the step-by-step process is laid out below. The existing structure is described in 3 sections: the North, the Center, and the South Sections. The Underpinning Sequence drawing (sheet SSK1.1), to which this description refers to, is provided by Prosser Peightal Structural Consultants.

Preparation:

1. Attach cross bracing within the cabin to guard against torsion forces. Eleven 2x4x12's per side. Using the concrete floor slab, which is already within the Center Section, connect the existing 2x4's in the walls to a beam bearing on the concrete floor, on both sides of the section.
2. Remove the windows in the South Section; Demo the South gable end wall; Demo the eye level floor and stairs to it; Demo the middle of the wall between the South and Center Sections, 8ft wide; Demo the middle of the wall between the Center and North Sections, 8ft wide.

North Section of the building:

3. Leaving undisturbed the soil 4 feet in from the exterior walls, excavate the North Section to a depth of 4ft, leaving a ramp in the center descending from the concrete floor (in the Center Section) down towards the N wall.
4. The Underpinning Sequence:
 - a. Mark out the walls in 4ft wide segments; Number them 1 to 3 (as when randomly selecting players for teams in a pick-up game).
 - b. Excavate the number 1 segments below the existing walls. This is step 2 in the Underpinning Sequence per sheet SSK1.1 expressed as follows: *Excavate below the existing footing approximately 4 feet wide, leaving at least 4 feet of undisturbed bearing soil between pits.*
 - c. Follow steps 3-5 of the Underpinning Sequence per sheet SSK1.1 which are as follows:
 3. *Place reinforcement and forms. Horizontal reinforcement to extend 12” into the soil sides to lap with final reinforcement.*
 4. *Place 3000 PSI concrete and allow to cure for 3 days for initial shrinkage.*
 5. *After 3 days, pack hi-strength non-shrink grout below footing to accept bearing.*
 - d. Next excavate the number 2 Segments below the existing walls. This is Step 6 of the Underpinning Sequence per sheet SSK1.1 which is as follows: *Once grout has cured, remove forms and excavate soil between initial excavations with compactions to laterally brace concrete.*
 - e. Repeat steps 3-5 of the Underpinning Sequence per sheet SSK1.1 as before.
 - f. Lastly excavate the number 3 Segments below the existing walls. This is Step 6 of the Underpinning Sequence per sheet SSK1.1, as above.

- g. Repeat steps 3-5 of the Underpinning Sequence per sheet SSK1.1 as before.

South Section of the building:

5. Leaving undisturbed the soil 4 feet in from the exterior walls (E & W), excavate the S Section to 4ft below grade; To the South of the building between it and the fence excavate an earth ramp perpendicular to the gable end (descending E to W) to enable the excavator to descend in and ascend out from the building.
6. Repeat the Underpinning Sequence as outlined in point 4 above.
Note: The S. basement wall will be built last after the ramp ceases to be required.

Center Section of the building:

7. Remove the temporary beams attached to the base of the walls in the Center Section; Demo and remove the concrete slab on grade.
8. Leaving undisturbed the soil 4 feet in from the exterior walls (E & W), excavate the to a depth of 4ft.
9. Repeat the Underpinning Sequence as outlined in point 4 above.

Floor:

10. Excavate the rest of the ground within the new foundation walls including removal of the resultant earthen ramp and the excavator.
11. Complete the South foundation and wall.
12. Install drainage, gravel, plastic sheeting, insulation, mesh, then pour concrete floor, all in the normal fashion.

The cabin will now be fully supported. The more well-known phases of the normal construction process can now begin.



Roaring Fork Fire Rescue Authority
1089 JW Drive
Carbondale, CO 81623
970.340.7040
roaringforkfire.org

Exhibit B- Referral
Comments

SCOTT THOMPSON
FIRE CHIEF

September 26, 2023

James Lindt, Town of Basalt Planner
101 Midland Avenue
Basalt, CO 81621

Re: 159 E Homestead- Special Review

James,

In April of this year, I had a site visit with the applicant/owner, Rolf Fraser and owner's representative Katie Hmielowski of ZGroup Architects. The historic preacher cabin is located on the south side of the property and is accessed from the public sidewalk. The proposal states the new siding will match the existing house and a gable above the entrance door to divert snow, ice, and water. The fire department has no issue with gable and will look for more detail during building permit process on exterior siding.

I spoke at length with Rolf and Katie about proper mitigation and trimming of trees, removal of combustible material under decks, and creating defensible space in order to preserve the structure. The fire department supports the special review of the Ministers Cabin.

Thanks,
Brooke Stott, Deputy Fire Marshal

James Lindt

From: James Lindt
Sent: Friday, September 8, 2023 12:42 PM
To: Greg Knott
Subject: RE: Town of Basalt Development Review Referral- 159 E. Homestead Drive Historic Designation and Special Review for ADU

Thanks.

From: Greg Knott <greg.knott@basaltpolice.com>
Sent: Friday, September 8, 2023 12:39 PM
To: James Lindt <james.lindt@basalt.net>
Subject: Re: Town of Basalt Development Review Referral- 159 E. Homestead Drive Historic Designation and Special Review for ADU

Caution: Sender from outside domain.

Thanks for the info James. Parking is my only concern regarding the application. Since P&Z and Town Council will discuss, I am satisfied.

Greg

Gregory M. Knott
Chief of Police
Town of Basalt
greg.knott@basaltpolice.com
(970) 927-4316

On Fri, Sep 8, 2023 at 12:17 PM James Lindt <james.lindt@basalt.net> wrote:

Hi Greg,

That is probably a question for P&Z/Council to deliberate on and will definitely be a discussion item. As a historically designated property, there are certain incentives afforded to designated properties in exchange for the owners being willing to designate them and not demolish them. One of those incentives is an off-street parking waiver, but granting such a waiver is at the discretion of the Council.

Thanks,

James

From: Greg Knott <greg.knott@basaltpolice.com>
Sent: Friday, September 8, 2023 12:05 PM
To: James Lindt <james.lindt@basalt.net>

James Lindt

From: Trent Hyatt <trent.hyatt@eaglecounty.us>
Sent: Wednesday, September 6, 2023 2:25 PM
To: James Lindt
Cc: Bill Gibson
Subject: Re: Town of Basalt Development Review Referral- 159 E. Homestead Drive Historic Designation and Special Review for ADU

Caution: Sender from outside domain.

James,
We have no comments on this proposal. Thank you for forwarding the referral to us.

Take care,

Trent L. Hyatt

Eagle County Government
970.328.8750

On Wed, Sep 6, 2023 at 1:24 PM Bill Gibson <bill.gibson@eaglecounty.us> wrote:
Here's a new IAR.

Thanks,
Bill

----- Forwarded message -----

From: James Lindt <james.lindt@basalt.net>
Date: Wed, Sep 6, 2023 at 12:00 PM
Subject: Town of Basalt Development Review Referral- 159 E. Homestead Drive Historic Designation and Special Review for ADU
To: Boyd Bierbaum <boyd.bierbaum@basalt.net>, jason.sharpe@centurylink.com <'jason.sharpe@centurylink.com'>, Rick Lofaro <rick@roaringfork.org>, bstott@roaringforkfire.org <bstott@roaringforkfire.org>, James Lindt <james.lindt@basalt.net>, Ryan.Echer@sourcegas.com <Ryan.Echer@sourcegas.com>, greg.knott@basaltpolice.com <greg.knott@basaltpolice.com>, djohnson@rfta.com <djohnson@rfta.com>, rwinder@holycross.com <rwinder@holycross.com>, Sara Nadolny <sara.nadolny@basalt.net>, Bill Gibson <bill.gibson@eaglecounty.us>, Catherine Christoff <catherine.christoff@basalt.net>, Mitch Miller <mitch.miller@basalt.net>, Michelle Thibeault <michelle.thibeault@basalt.net>, Matt Wagner <Matt.Wagner@basalt.net>, Ian Quillan <i.quillan@basaltsanitation.org>, Ben Bohmfalk <bbohmfalk@rfschools.com>

Hello Basalt Referral agencies:

Please provide the Basalt Planning Staff with referral comments on the attached development review application.

Basalt Sanitation District

P.O. Box 527 ~ Basalt, Co. 81621 ~ Office: 970-927-3698 ~ Fax: 970-927-8307 ~ admin@basaltsanitation.org

Town of Basalt
Attn: James Lindt
101 Midland Ave.
Basalt, CO, 81621

September 12, 2023

Re: 159 E. Homestead Dr. Historic Designation and Special Review for ADU

James,

The District has reviewed the Application for 159 Homestead's Historic Designation and Special Review for ADU and has the following comments.

The District Will-Serve the proposed ADU with sewer services if approved through the Town's Special Review. If the ADU is approved by the Town, the ADU shall have a separate EQR rating from the main home per District Rules & Regulations. Both the main house and ADU may have the same account for billing purposes. The owner shall enter into a Cost Reimbursement Agreement for Engineering Review of the sewer service connection proposed to serve the ADU.

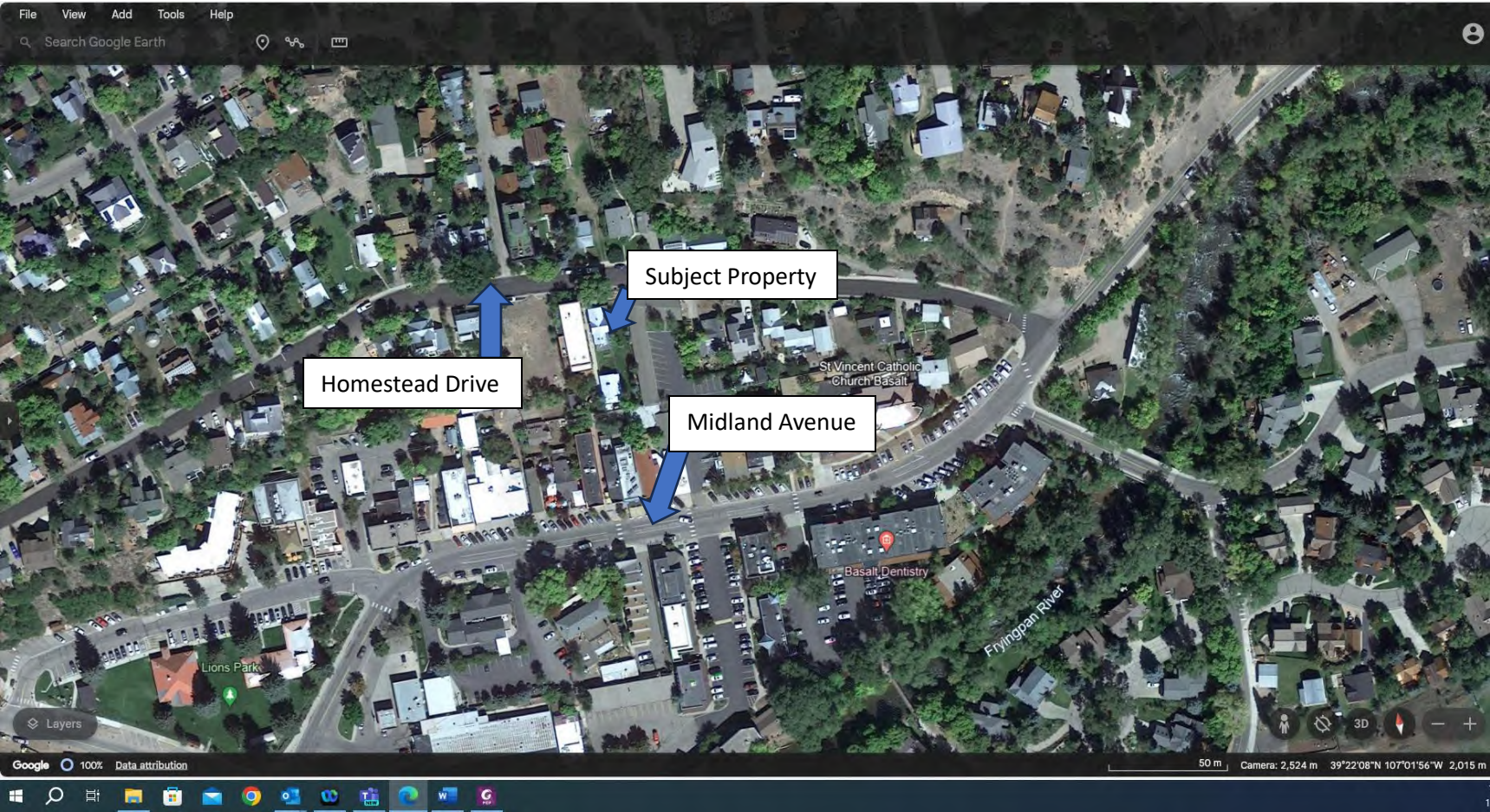
The ADU will have an independent Tap connection into the sewer running South through Lucksinger's Lane/Alley. The owner shall pay all associated Development Review and Tap Fees prior to final approval by the District.

Please do not hesitate to contact me with any questions.

Sincerely,



Ian E. Quillan
District Manager



James Lindt

From: Gerry Terwilliger <grterwilliger@gmail.com>
Sent: Tuesday, November 21, 2023 9:12 AM
To: James Lindt
Subject: FW: Miner's cabin

Caution: Sender from outside domain.

I have made a modification to my email. Obviously the 2900 sq. ft. includes the floor area of both the ADU and the primary house.

Thanks, James. A quick point. In section H, it states an easement during construction to the East will be necessary. In the construction management plan, the easement is to the West.

As for parking, the current residents have four vehicles (one might be for sale). That means three on-street. Expecting the police to check on-street parking is a stretch.

Most single bedroom units will have two occupants. It is very likely that each of those occupants will have a car. The Town thinking that proximities to bus lines will make cars less likely is absurd. Yes, you can take the bus to Aspen, Glenwood, even Rifle. But you can't take it up the Frying Pan to go fishing or boating. You can't take it to the trailheads of all the wonderful hiking/camping locations. You can't take it to Grand Junction for medical needs. You can't take it to visit your family that lives in other locations.

Often, there is only a few parking spaces available on Homestead.

I am actually in favor of an historic designation for this site. Every time I walk by the empty lot on the other side of the brick building, I wonder how it was permitted to remove the building that used to stand there. It was historic and beautiful and could have been restored. But I think that granting exceptions because of historic designation shouldn't be done.

We need to commend Mr. Fraser for his work to protect the Lucksinger path. Putting gutters and snow stops on the roof has made a big difference to the safety of the walkway (after 3-4 years the Town finally repaired the timbers on this path. Now if they'd repaint the crosswalk that got obliterated when Homestead was re-surfaced, it would be even safer) But I think the exemptions are too much in this case.

Thanks for all your work. Please pass my comments on to the P & Z.

Gerry
 Gerald R. Terwilliger
 PO Box 2839
 Basalt, CO 81621
 (970)319-5959

"One must imagine Sisyphus happy" Camus

-----Original Message-----

From: James Lindt <james.lindt@basalt.net>
 Sent: Monday, November 20, 2023 3:06 PM
 To: Gerry Terwilliger <grterwilliger@gmail.com>

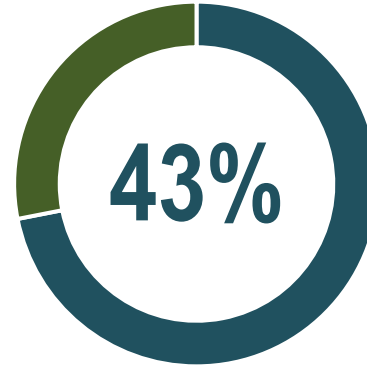
BOND INITIATIVES

DEVELOPMENT OPPORTUNITIES

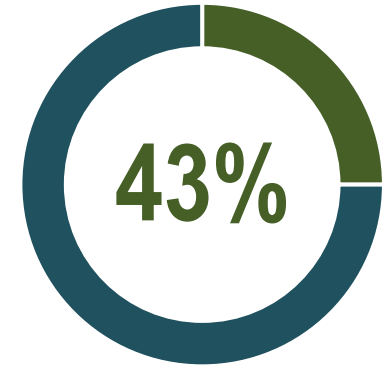
Town Owned Properties

November 9, 2023

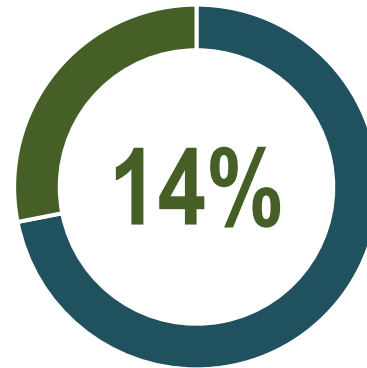
TOWN OWNED PROPERTIES



Willits: Parcel 2E



Willits: Rugby Field Adjacent



4 Lots – Stott's Mill

Willits: Parcel 2E	6-12+
Willits: Rugby Field Adjacent	12+
4 Lots – Stott's Mill	4

Potentially 22 – 28+ units

Willits: Parcel 2E

Opportunity:

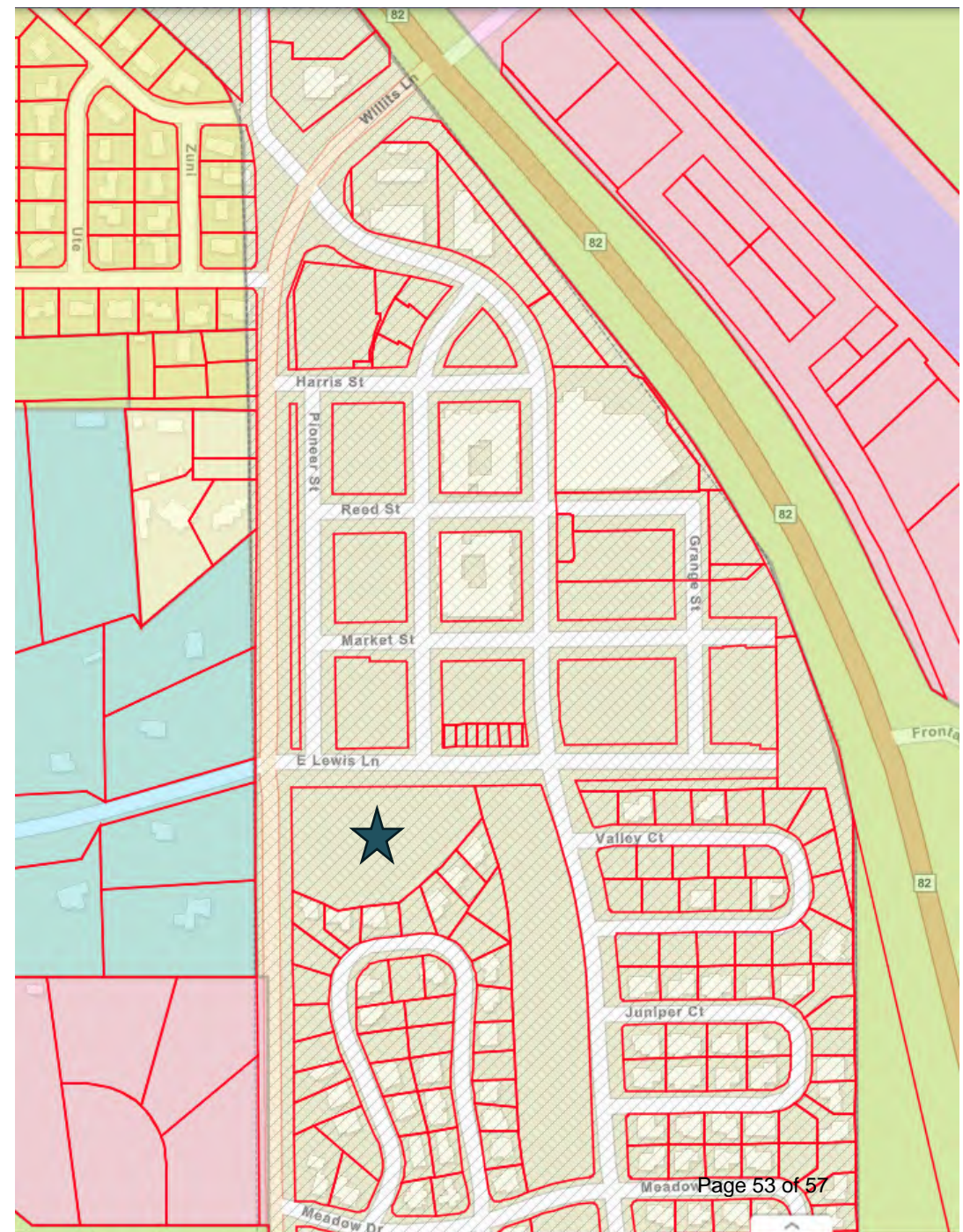
- Mixed-use development – attainable housing & daycare center
- 6 to 12+ units
- Partnership of Blue Lake Preschool, Eagle County, and Town of Basalt

Constraints:

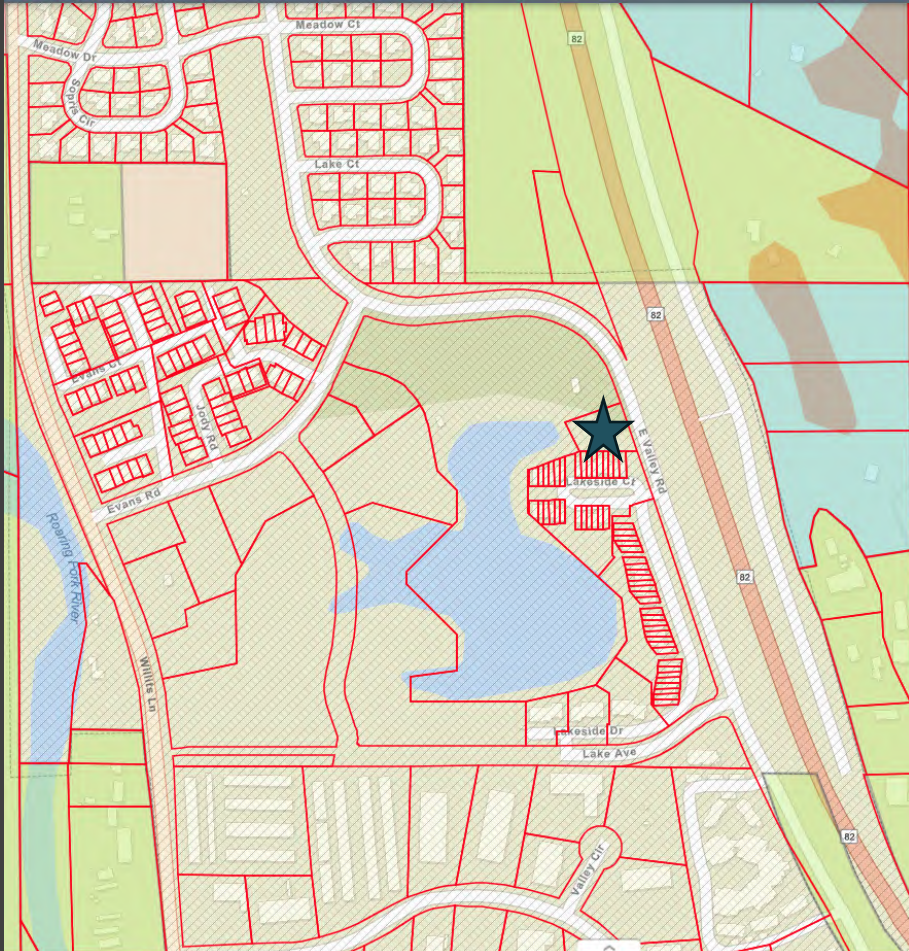
- Wetlands area
- Adjacent established neighborhoods
- Funding

Next Steps:

- More Housing Now Tier I Grant: Planning & Infrastructure (matching requirement of 10%)
- More Housing Now Tier II Grant: Construction (matching requirement of 25%)



Willits: Rugby Adjacent



Opportunity:

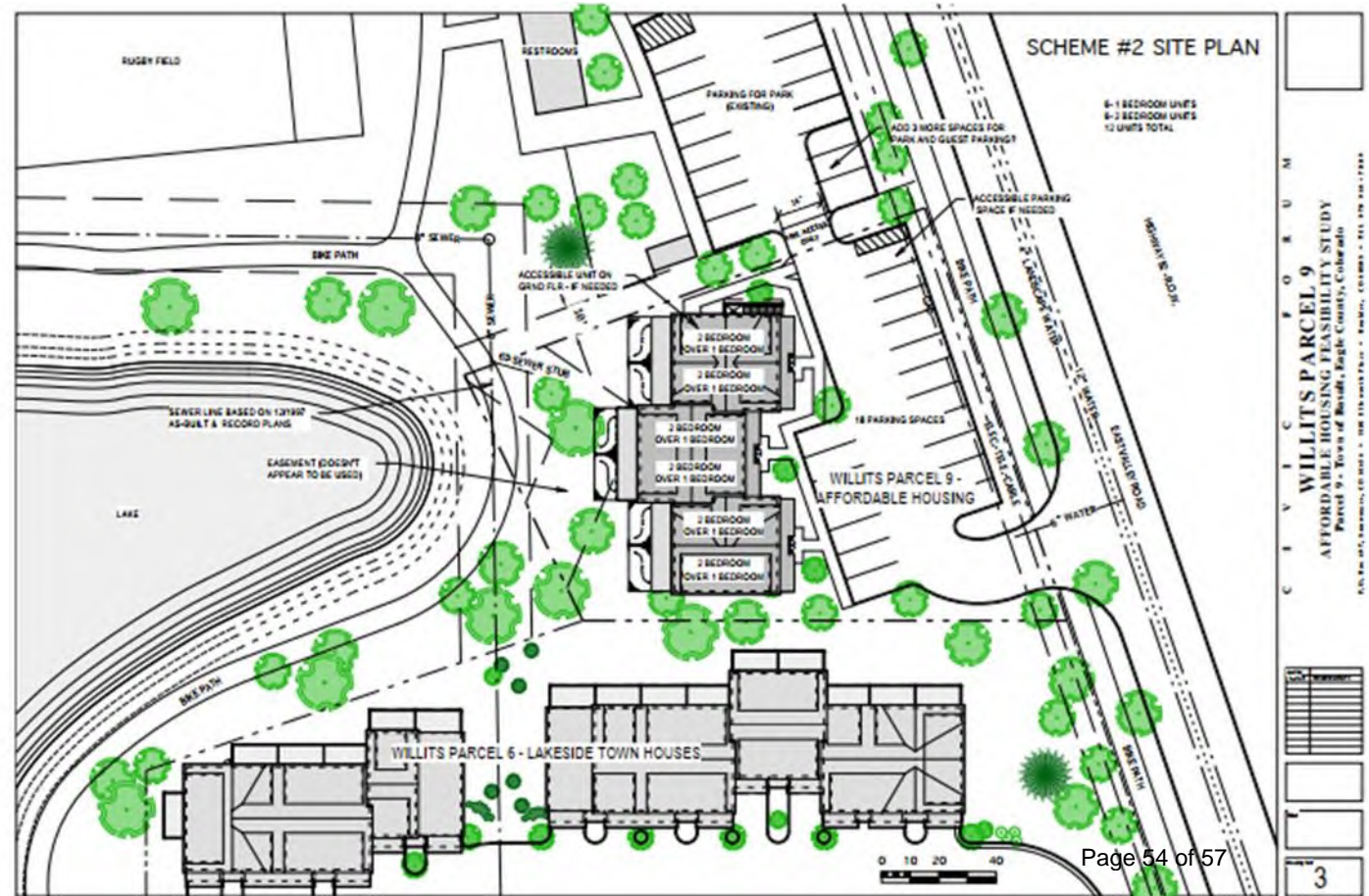
- 12+ units
- Proposition 123 funding

Constraints:

- Established neighborhood
- Funding

Next Steps:

- Further site plan development and proforma
- Apply for grant funding and/or public private partnerships



WILLITS PARCEL 9
 AFFORDABLE HOUSING FEASIBILITY STUDY
 Parcel 9 - Town of Basalt, Eagle County, Colorado
 City of Basalt, Colorado, October 1, 2024

NO. OF UNITS	
TOTAL	
1-2 BEDROOM	
3-4 BEDROOM	
5-6 BEDROOM	
7-8 BEDROOM	
9-10 BEDROOM	
11-12 BEDROOM	
13-14 BEDROOM	
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399-400 BEDROOM	

4 Lots : Stott's Mill

Opportunity:

- Four units
- Highly energy efficient prefabricated homes
- Town staff retention and recruiting

Constraints:

- Stott's Mill Design Standards
- Narrow lots, limited FAR

Next Steps:

- Advertise Design/Build RFP for two prefabricated homes
- Potential for four homes grant funding dependent



Basalt Affordable Housing Commission BY-LAWS

I. ROLE

The Basalt Affordable Housing Commission (BACH) provides advice to the Town Council on a variety of housing matters. The Council asks BACH to:

- A. Provide a sounding board on significant housing policy issues.
- B. Explore and cultivate partnerships that can support the development of affordable housing (e.g. Pitkin and Eagle County).
- C. Review and make recommendations on financing mechanisms for the development of affordable housing.
- D. Help support the case for new resources when necessary to fulfill the goals for affordable housing within the Town.
- E. On an annual basis, provide a plan for the planning, acquisition, financing, and/or development of affordable housing in the Basalt area.
- F. Pursue the affordable housing goals and objectives of the Affordable and Inclusive Chapter of the 2020 Basalt Master Plan to promote affordable housing in the Basalt area.
- G. Act as a referral agency to Council on affordable housing projects and applications referred to BACH by the Town Planner that are required to provide affordable housing according to the then current housing guidelines and land use code.
- H. Submit a yearly report to the Council at the beginning of each year that outlines the activities and accomplishments of BACH in the previous calendar year and meet with the Town Council upon request.



\$5.2M Bond Initiative Funds Available

Bond funding is a leveraging tool to financing development projects.

Some grants have matching requirements 10-25%.
Prop 123 funding currently undefined.



Partnerships

Daycare center
Eagle County, Pitkin County
Private sector employers



Next Steps

1. Site planning
2. Land Use applications
3. Applying for grants with municipal partners/secure funding
4. Construction

TOWN OWNED PROPERTIES

Project start date: 11/3/2023
 Scrolling increment: 0



BACH may adopt/amend/deny the recommended motion:

“I move to recommend Staff pursue affordable housing on Town Owned Properties as proposed.”