

## RECORD OF PROCEEDINGS

---

*Town of Estes Park, Larimer County, Colorado, April 6, 2006*

Minutes of a Regular meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 6<sup>th</sup> day of April, 2006.

Committee: Chairman Doyle, Trustees Levine and Pinkham

Attending: All

Also Attending: Town Administrator Repola, Directors Pickering, Joseph, Kilsdonk and Mitchell, and Deputy Clerk Schares

Absent: None

Chairman Doyle called the meeting to order at 8:00 a.m.

Paul Fishman, 14ers Café, stated the retailers are concerned with the CVB purchasing retail product before a policy was adopted and that retailers were not given the opportunity to voice their concerns. He stated the draft policy leaves the door open for the CVB to expand their product line.

Jim Tawney, Ponderosa Lodge, commented he was not pleased with retail items being sold at the CVB.

### **CONVENTION & VISITORS BUREAU**

**2006 Christmas Parade Contract and Parade Requests – Request Approval.** Mgr. Wright presented the following contracts:

1. 2006 Christmas Parade Contract
2. Rooftop Rodeo Parade – July 11, 2006
3. Scottish Festival Parade – September 9, 2006
4. Christmas Parade – November 24, 2006

Concluding all discussion, **the Committee recommends approval of the 2006 Christmas Parade Contract and parade requests, amending the Christmas Parade Contract to read that the contract will be reviewed in 2007 and the Special Events Manager has the discretion to terminate the contract. The Contract will be presented to the Town Board on April 25, 2006 to allow staff time to review the contract.**

### **Reports.**

Reports provided for informational purposes and made a part of the proceedings.

- Advertising & Communications
- Public/Media Relations
- Visitors Center/Services
- Group Sales & Marketing

### **MUSEUM/SENIOR CENTER**

#### **Purchase Picnic Table for O'Connor Picnic Shelter – Request Approval**

Dir. Kilsdonk explained that Recreation Plus is the sole sales agent in Colorado and Wyoming for metal-armor coated tables. Russ Franklin, Parks Dept. Foreman, reviewed the benefits of the metal-armor coated tables. Staff recommends purchasing 14 picnic tables from Recreation Plus for \$13,220. **The Committee recommends approval to purchase 14 picnic tables from Recreation Plus for the budgeted amount of \$13,220.**

Community Development – April 6, 2006 – Page 2

**Reports.**

Reports provided for informational purposes and made a part of the proceedings.

- Museum Monthly Report – Dir. Kilsdonk commented that a new exhibit on Charles Partridge Adams will open April 14, 2006.
- Senior Center Monthly Report
  1. Senior Center Van Policy

**COMMUNITY DEVELOPMENT**

**Meat Smoking Regulations- Request Approval**

Dir. Joseph reviewed the concerns regarding use of commercial meat smokers. He identified possible regulatory options for meat smoking activities. Town Administrator Repola suggested finding a solution that prohibits meat smokers unless certain criterion is met. Trustee Doylen suggested creating a regulation that would allow meat smokers in the Commercial District as long as visible particulates are not present. Josh Henderson, Redstone Restaurant, stated burning of the wood seems to be the problem, electric and gas grills if kept clean, do not produce large amounts of smoke. Following discussion, **the Committee recommends continued review of the issue and further discussion on possible solutions.**

**Community Development Re-submittals Fee Policy – Request Approval**

Dir. Joseph stated the Community Development Department has reached its capacity on processing land use reviews. The problem seems to be stemming from incomplete submittals. Staff recommends a re-submittal fee of 20% of the original fee charged. This would deter incomplete applications upon submittal. Dir. Joseph suggested creating an appeal process for offenders. Following discussion, **the Committee recommends creating specific criteria for implementation and appeal process and return the proposal to the Committee in May.**

**Reports.**

Reports provided for informational purposes and made a part of the proceedings.

- Activity and Budget Summaries
- 2006 Community Profile
- Jim Tawney: presentation on trails – Jim Tawney stated he and his colleagues do not want to pay for pedestrian trails in the Marys Meadow Development. He feels it is unfair that they are being required to pay for the trails. He stated the community trail system was never taken to a vote and therefore is inequitable. The Committee stated the trail system will add to the value of the development and to the community. Dir. Joseph suggested revisiting the trail system and refining the plan with the Park and Recreation District. Discussion followed regarding future plans for the pedestrian trails. Town Administrator Repola suggested having the Trail Committee review the trail system and present a plan to the Town Board.

**MISC.**

None

There being no further business, Chairman Doylen adjourned the meeting at 9:48 a.m.

---

Suzy Schares, Deputy Town Clerk