

GRAND JUNCTION CITY COUNCIL
MONDAY, DECEMBER 15, 2014

WORKSHOP, 5:00 P.M.
CITY AUDITORIUM
250 N. 5TH STREET

To become the most livable community west of the Rockies by 2025

1. Fire Station # 4

2. TABOR

3. Stormwater

4. Legislative Update

5. Other Business

Comprehensive Plan Update Process: This report is being given to City Council to update them on the proposed process for the City's Comprehensive Plan review and update taking place in 2015. The Comprehensive Plan calls out for a review of the Plan every 3 to 5 years. [Attachment](#)

Short Term Rentals: Discussion regarding options on how to address Short-Term Rentals. [Attachment](#)

Urban Trails Bylaws: The Urban Trails Committee has served as a sub-committee of the Riverfront Commission since 1994. Staff will present a proposed Resolution to re-establish the committee as an advisory board to the City Council on matters pertaining to the safe, convenient, and efficient movement of pedestrians and bicyclists of all ages and abilities. [Attachment](#)

U.S. Fish and Wildlife Service Meeting Update

Airport Authority At Large Applicants

6. Board Reports



CITY COUNCIL STAFF REPORT WORKSHOP SESSION

Attachment

Date: 10 December 2014

Author: David Thornton,

Community Development

Title/ Phone Ext: Principal

Planner / x1450

Meeting Date: Dec 15, 2014

Topic: Proposed 2015 Comprehensive Plan Review and Update Process

Staff (Name & Title): Tim Moore, Deputy City Manager
David Thornton, Principal Planner

Summary:

This report is being given to City Council to update them on the proposed process for the City's Comprehensive Plan review and update taking place in 2015. The Comprehensive Plan calls out for a review of the Plan every 3 to 5 years.

Background, Analysis and Options:

The Grand Junction Comprehensive Plan is a joint plan adopted by both the City of Grand Junction and Mesa County. A joint City/County review of the Plan is proposed in 2015 and will be a five year review, looking at the Comprehensive Plan and what changes should be made to further the vision of becoming the most livable community west of the Rockies. Through a formal planning process the Comprehensive Plan will be reviewed and amended.

Board or Committee Recommendation:

This item is not coming forward from an advisory board.

Financial Impact/Budget:

There will be minimal costs associated with the public process conducted as part of the Comprehensive Plan Review and Update.

Legal issues:

None have been identified.

Other issues:

None have been identified.

Previously presented or discussed:

This has not been previously presented to Council at another meeting.

Attachments:

Comprehensive Plan Review – 2015 Process

I. Introduction of Comprehensive Plan Review Process.

The Grand Junction Comprehensive Plan is a joint plan adopted by both the City of Grand Junction and Mesa County. The Plan calls out for a review of the Plan every 3 to 5 years. Since the Plan's adoption in 2010 growth and development has lagged giving the community more time to see how the Plan is working. A joint City/County review of the Plan is proposed in 2015 and will be a five year review, looking at how the Comprehensive Plan has served the Grand Junction community and what changes should be made to further the vision of becoming the most livable community west of the Rockies. Through a formal planning process the Comprehensive Plan will be reviewed and amended where needed and will likely contain several additional elements including our Economic Development Plan and a Wireless & Broadband Master Plan.

General (1 year) Timeline

- a. January thru April - completing 5 year scorecard, conduct research and analysis of existing conditions, and update Policy makers at workshops.
- b. May thru August – Public Outreach
- c. September thru December – Propose amendments and adoption process

II. Review and Analysis – Existing Conditions

- a. Look at demographics and what changes are coming.
- b. Analyze utilities (water, wastewater, storm water) capacity and system improvements, also boundary changes
- c. Compare Comp Plan with 2040 Transportation Plan – update GV Circulation Plan – prioritize specific corridors or areas
- d. Review Neighborhood, Area and Parks Plans adopted since 2010
- e. Look at what areas need neighborhood plan updates or new areas needing a plan
- f. Review CMU growth and future growth – update FLU Map or devote as a future expansion area
- g. Analyze densities
- h. Analyze all Future Land Use categories/designations
- i. Community Separators
- j. Review/Analyze School District Long Range Plan
- k. Vacancy Study Analysis
- l. Look at Economic Development (ED) Plan and identify future
 - i. Business Parks
 - ii. Core Commercial and Industrial Areas
 - iii. Airport Environs/Expansion
 - iv. Key facilities, amenities and infrastructure

III. Areas of Special Emphasis

- a. Economic Development Plan and the Comprehensive Plan –
 - i. Incorporate Goals and Policies of ED Plan into Comp Plan
- b. Developing an Infill and Redevelopment Policy
 - i. City Center Planning Area
 - 1. Create Action Steps and prioritize strategies emphasizing Infill/Redevelopment
 - ii. Orchard Mesa Planning Area
 - 1. Create Action Steps and prioritize strategies emphasizing Infill/Redevelopment
- c. 22 Road Interchange – surrounding land uses
- d. 24 Road Overlay – what changes are needed
- e. 29 Road Interchange – surrounding future land uses (north & south of I-70)
- f. Comprehensive Plan Implementation Strategies
 - i. Create Action Steps and prioritize strategies emphasizing ED Plan

IV. Public Process

- a. Joint City and Mesa County process
- b. Coordination with Planning Commissions as Advisory Committee
- c. City Council workshops and planning sessions
- d. Public Outreach through
 - i. Traditional methods to obtain public input and feedback
 - 1. Open Houses
 - 2. Focus Groups
 - 3. Interviews
 - 4. Media
 - 5. City's Website
 - 6. E-mail Blasts
 - ii. New Strategies to involve Millennial's and others that don't participate in large numbers (hard to reach demographics)
 - 1. Social Media
 - 2. Brown Bag lunches
 - 3. Living Room Socials
 - 4. Block Parties
 - 5. Community Events
- e. Formal Public Hearings before Planning Commissions and City Council

V. Final Product

- a. Updates to the Comprehensive Plan text, maps
- b. Establishing Implementation Strategies (Action Plan)



Date: December 12, 2014
Author: Senta Costello
Title/ Phone Ext: Senior Planner
Proposed Meeting Date:
December 15, 2015

CITY COUNCIL STAFF REPORT WORKSHOP SESSION

Attachment

Topic: Discussion of Approaches to Short-Term Rentals

Staff (Name & Title): Tim Moore, Deputy City Manager

Summary:

Discussion regarding options on how to address Short-Term Rentals.

Background, Analysis and Options:

A proposal for amending the Zoning and Development Code was presented to City Council December 3, 2014. Several questions were raised during the meeting that couldn't be completely answered. City Council denied the proposal as presented, asking that additional information be provided and something more detailed brought back.

Board or Committee Recommendation:

This item has not been heard by an advisory board or committee.

Financial Impact/Budget:

There is no direct cost or financial impact to this matter.

Legal issues:

There are a number of options that Council may review. The staff suggests that the Council consider three possible approaches. In no particular order those are: a) take no further action until the industry standards and issues are better developed; b) develop/utilize a process for short-term rentals the same or similar to that used for bed and breakfast applications or c) continue with a minimal regulatory approach and address the concerns raised by the City Council at the December 3rd meeting.

Other issues:

Because short-term rentals are a new trend there are a number of issues that will need to be considered. Among those are taxation and the inclusion or not of short-term rental in the promotional efforts of the Visitor and Convention Bureau.

Previously presented or discussed:

Topic was presented at the December 3, 2014 City Council meeting.

Attachments:

Proposed options

Options for how to proceed with Short-Term Rental Standards

Option A:

Set aside any proposal for a year to further evaluate the short-term rental industry. This option would need to include an Administrative Regulation that would clarify how this type of use is defined / categorized by the Municipal Tax Code and Zoning and Development Code.

Option B:

Continue with current proposal, with added information to answer City Council questions.

Option C:

Create a new proposal that would treat Short-Term Rentals in the same manner as Bed & Breakfast including use-specific standards that would include:

- Paved, screened parking
- Site Plan Review or Conditional Use Permit depending on size
- More specific signage standards
- Written approval from governing fire district & building department prior to approval by the City



Date: Dec. 8, 2014
Author: Kathy Portner
Title/ Phone Ext: Community Services Manager/1420
Proposed Meeting Date:
Dec. 15, 2014

CITY COUNCIL STAFF REPORT WORKSHOP SESSION

Attachment

Topic: Urban Trails Committee Re-Establishment and Adoption of Bylaws

Staff (Name & Title): Kathy Portner, Community Services Manager

Summary:

The Urban Trails Committee has served as a sub-committee of the Riverfront Commission since 1994. Staff will present a proposed Resolution to re-establish the committee as an advisory board to the City Council on matters pertaining to the safe, convenient, and efficient movement of pedestrians and bicyclists of all ages and abilities.

Background, Analysis and Options:

Resolution No. 48-94 created the Grand Junction Trails Board in 1994 to serve as the principal coordinating body for the development of a trails and pathway system throughout Grand Junction and connecting to trail systems outside the City; to plan, develop and promote such a path system and help coordinate the implementation of the Multi-Modal Plan; and to actively pursue the development of new trails both in the City and in areas which may be annexed.

Since 1994, the Urban Trails Committee (UTC) has participated in transportation planning through the Regional Transportation Planning Organization (RTPO), including all modes, and review of development projects, as well as promoting safe and efficient active transportation through a number of programs and projects. With the City's recent focus on Safe Routes to School projects and other bicycle/pedestrian planning efforts, the Council has requested that UTC be a committee of the City rather than a subcommittee of the Riverfront Commission. To that end, UTC has been working on a strategic plan and an active transportation project priority list and is recommending adoption of the proposed bylaws.

Board or Committee Recommendation:

The Urban Trails Committee recommends approval of the proposed bylaws.

Financial Impact/Budget:

None

Legal issues:

A complete set of bylaws is important to the proper and lawful functioning of committee. The City Attorney has reviewed and approved the form of the bylaws.

Other issues:

No other issues.

Previously presented or discussed:

The City Council had a briefing by the Urban Trails Committee at a workshop in the summer of 2014.

Attachments:

Resolution with attached bylaws

**CITY OF GRAND JUNCTION, COLORADO
RESOLUTION NO. ____-14**

**A RESOLUTION RE-ESTABLISHING THE URBAN TRAILS COMMITTEE AND
ADOPTION OF BYLAWS**

RECITALS.

Resolution No. 48-94 created the Grand Junction Trails Board in 1994 to serve as the principal coordinating body for the development of a trails and pathway system throughout Grand Junction and connecting to trail systems outside the City; to plan, develop and promote such a path system and help coordinate the implementation of the Multi-Modal Plan; and to actively pursue the development of new trails both in the City and in areas which may be annexed.

Since 1994, the Urban Trails Committee (UTC) has participated in transportation planning through the RTPO, including all modes, and review of development projects, as well as promoting safe and efficient active transportation through a number of programs and projects. With the City's recent focus on Safe Routes to School projects and other bicycle/pedestrian planning efforts, the Council has requested that UTC be a committee of the City rather than a subcommittee of the Riverfront Commission. To that end, UTC has been working on a strategic plan and an active transportation project priority list and is recommending adoption of the proposed bylaws.

The purpose of the Urban Trails Committee is to plan, promote and advocate for an interconnected network of sidewalks, paths and routes for active transportation and recreation throughout the Grand Junction urbanized area. The Urban Trails Committee will act in an advisory capacity to the Grand Junction City Council on matters pertaining to the safe, convenient and efficient movement of pedestrians and bicyclists of all ages and abilities throughout the community.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Grand Junction does hereby adopt the attached Urban Trails Committee Bylaws and Re-establish UTC with the appointments as follows:

	Term Expiration
Elizabeth Collins	06-30-16
Julie Sabin	06-30-16
Dr. Scott McBrayer	06-30-16
Daniel Fitzgerald	06-30-16
Dr. Kristin Heumann	06-30-17
Eric Marchese	06-30-17
Jeff Kuhr, Ph.D.	06-30-17

Adopted and approved this _____ day of _____,
2014.

Phyllis Norris
President of the Council

ATTEST:

Stephanie Tuin
City Clerk

GRAND JUNCTION URBAN TRAILS COMMITTEE BYLAWS

Article 1. Purpose. Committee. Place of Business.

- (a) The purpose of the Urban Trails Committee is to plan, promote and advocate for an interconnected network of sidewalks, paths and routes for active transportation and recreation throughout the Grand Junction urbanized area. The Urban Trails Committee will act in an advisory capacity to the Grand Junction City Council on matters pertaining to the safe, convenient and efficient movement of pedestrians and bicyclists of all ages and abilities throughout the community.
- (b) The business and affairs of the Committee shall be managed by its members, comprised of seven (7) persons appointed by the Grand Junction City Council, consistently with the rules and these By laws adopted by said City Council for such Committee.
- (c) The place of business of the Grand Junction Urban Trails Committee shall be in Grand Junction, Colorado with a mailing address of 250 N. 5th Street, 81501

Article 2. Ethical Conduct.

Committee members shall comply with City of Grand Junction Resolution No. 79-06 which establishes ethical standards for members of the City's boards, commissions and similar groups.

Article 3. Appointment of Members.

- (a) The Urban Trails Committee shall consist of seven (7) members.
- (b) Composition and selection:
 1. The members of the Committee shall be appointed by the Grand Junction City Council for individual terms of three (3) years.
 2. Members shall be selected without regard to race, color, religion, sex, age, sexual orientation, national origin, marital status, or physical handicap.
 3. Qualifications shall include either (1) residence within the city limits of the City of Grand Junction; or (2) employed in a business that operates within the city limits of the City of Grand Junction.
- (c) If requested by the Grand Junction City Council, the Committee shall make a recommendation to the appointing body as to the expertise needed. The appointing body may consider this recommendation when making appointments.

Article 4. Terms. Conditions.

- (a) The term of each individual committee member shall be three (3) years and the terms shall be staggered. No Committee member shall be appointed for more than two (2) consecutive full terms.
- (b) Members shall hold office until their successors have been appointed and qualified, unless the member is no longer a city resident or employed within the city limits. A member may be appointed for one or more terms subject to any term limitations as cited in Article 3 and 4(a). An appointment to fill a partial term shall only be for the remainder of the full term.

Article 5. Vacancies

In the event of death, resignation, or removal of any member, his/her successor shall be appointed in the manner prescribed in Article 3 above, for the duration of the unexpired term.

Article 6. Removal

- (a) The Committee may petition to the City Council, by formal two-thirds vote of the membership, to remove any member who is failing to fulfill the duties and responsibilities of office, provided the individual is notified of such action and is given the opportunity to address the Committee prior to tendering of such petition for removal to the Council for consideration.
- (b) Failure to attend two-thirds (2/3) of the regularly scheduled Committee meetings within any twelve (12) month period shall result in a recommendation to the City Council for removal of the member.

Article 7. Officers

- (a) The officers of the Committee shall be Chair and Vice Chair, elected annually in October by the members.
- (b) The Chair shall preside at meetings of the Committee, serve as ex-officio member of all committees, serve as the official spokesperson for the Committee, work with the City Community Development staff to develop meeting agendas and serve as the Committee liaison to the City.
- (c) No member shall serve more than two consecutive years as Chair or Vice Chair.
- (d) In the absence of the Chair, the Vice Chair shall assume the duties of the Chair.
- (e) The Vice Chair shall be assigned other specific duties by the Chair as required to assure efficient operation of administrative functions of the Committee.

Article 8. Meetings. Notice. Open Meetings.

- (a) Regular meetings shall be held the second Tuesday of each month at 5:30 p.m. and shall go no later than 7:00 p.m. unless agreed to by a majority of members present.
- (b) The Committee shall conduct all meetings in accordance with generally accepted parliamentary procedures.
- (c) Notice of any meeting of the Committee, including the purpose thereof, shall be given to each member by mail, facsimile, e-mail or in an equivalent manner at least 72 hours before the scheduled meeting. Attendance by a member at any meeting of the Committee shall be a waiver of notice by him/her of the time and place thereof. Any lawful business of the Committee may be transacted at any meeting for which proper notice has been given.
- (d) Any meeting, or member participation, may be held by telephone or video conference call.
- (e) Meetings and affairs of the Committee shall be subject to the Open Meetings Act and the Open Records Acts, as amended, as though the Committee is a local government under those acts.
- (f) Minutes of each meeting shall be recorded and retained in accordance with the City's record retention policy.
- (g) Notice of meetings shall be posted at City Hall at least 24 hours in advance of the meeting.

Article 9. Conflicts. Compensation. Expenses.

- (a) No compensation shall be paid to any member of the Committee for their services. The Committee shall not enter into any contract with any member nor pay or authorize any remuneration to any member. The rules and requirements of the City Charter and state law

that apply to members of the City Council regarding conflicts of interest, disclosure, gifts and appearances of impropriety shall likewise apply to each member of the Committee.

- (b) In accordance with the rules and requirements of the City, a member may be reimbursed for his/her reasonable expenses incurred in the performance of his/her duties as a member, provided however that all such expenses are approved in advance by the City and shall be paid by the finance director of the City.

Article 10. Quorum.

A majority of the authorized number of members of the Committee shall constitute a quorum for the transaction of business. However, if at any meeting a quorum is no longer present whether due to conflict of interest or otherwise, a majority of those present may adjourn the meeting. The act of a majority of the members present at a meeting in which a quorum is present shall be the act of the Committee.

Article 11. Action of Members without a Meeting.

Any action that could have occurred at a meeting of the members can also be accomplished without a meeting if all of the members entitled to vote with respect to the subject matter thereof sign a written consent or provide an electronic proxy specifying the action.

Article 12. Ex-Officio Members. Support.

- (a) The City Manager, or designee(s), shall be ex-officio, non-voting members of the Committee.
- (b) The City Manager's designee(s) shall provide support services for the Committee as needed, to include keeping a full and accurate account and record of all meetings of the Committee, correspondence, files and records.

Article 13. Amendment of Bylaws.

The Committee may, by the affirmative vote of a majority of its members, recommend amendments to these Bylaws. Proposed amendments approved by the Committee must be considered and approved by the City Council.

Adopted by the City Council this _____ day of _____, 2014

President of the City Council

Attest:

City Clerk

Note: The City's insurance provides coverage for its volunteers and will defend members of the Committee against losses, costs and expenses, including legal counsel fees, reasonably incurred by reason of his/her being or having been a member of the Committee, so long as the member does not act or has not acted maliciously, criminally, with deliberate intent to violate a law or regulation or with intent to injure. A committee member must immediately contact the City Attorney in the event a claim is made, and may contact the City Attorney if he or she has any questions or concerns about liability.

City Attorney: 244-1506, at City Hall, email johns@gjcity.org

City Clerk: 244-1511, at City Hall, email stepht@gjcity.org