



PC BOARD MEETING AGENDA
Thursday, July 6, 2023, at 7:00 P.M.
Held at the Carsten Board Room at 224 First Street

CALL TO ORDER

ROLL CALL

AGENDA APPROVAL / AMENDMENTS

Motion to approve agenda as is or approve agenda with amendment(s).

PUBLIC COMMENT*

Members of the audience are invited to speak at the Board of Trustees' meeting. Public Comment is reserved for citizen comments on items not contained on the printed agenda. Citizen comments are limited to three (3) minutes per speaker. When several people wish to speak from the same position on a given item, they are requested to select a spokesperson to state that position.

CONSENT AGENDA

The Consent Agenda is a group of routine matters to be acted on with a single motion and vote. The council or staff may request an item(s) be removed from the Consent Agenda and placed under New Business for discussion.

1. Minutes – June 1, 2023, PC Meeting

PUBLIC HEARING (See Exhibit A)

2. Amendment to the Town of Eaton Comprehensive Plan to Incorporate the Downtown Revitalization Plan, as Amended – Vince Harris, Baseline Engineering and Greg Brinck, Assistant Town Administrator
 - Resolution No. 2023-02 A Resolution Adopting an Amendment to the Town of Eaton Comprehensive Plan to Incorporate the Downtown Revitalization Plan, as Amended

NEW BUSINESS

ADJOURN

** If you have public comment but are not comfortable attending in person, please send the comments to wesley@eatonco.org by noon on the day of the meeting, and the comment will be read into the record or otherwise shared with the Board during the meeting.*

AMERICANS WITH DISABILITIES ACT NOTICE

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (970) 454 - 3338 within 48 hours prior to the meeting in order to request such assistance.

EXHIBIT A

RULES FOR THE HEARING

PLANNING COMMISSIONERS MEETING

- A. All questions and comments by applicants, staff, or the public are to be directed to the governing body.
- B. The Chair will ask each member of the governing body to disclose any conflicts requiring recusal, or the specific substance of any ex-parte communications made by them.
- C. No applicant, staff member, or the public will be subject to cross examination except by the governing body.
- D. Public comments shall be taken at the hearing and are limited to three (3) minutes per individual. Any unused time may not be given to another.
- E. Disruptive behavior will not be tolerated.

PUBLIC HEARING PROCEDURE

- 1. Open public hearing.
- 2. Receive information from staff.
- 3. Receive information from applicant.
- 4. Receive information from the public.
 - a. Ask to hear from anyone who supports the matter.
 - b. Ask to hear from anyone who opposes the matter.
- 5. Receive rebuttal from applicant. *(If any.)*
- 6. Additional questions from the Board, if any. *(Board may ask questions at any time until the hearing is closed.)*
- 7. Close the public hearing.
- 8. Discussion and deliberation among Board.
- 9. Make a decision and/or motion from Board.

Proposed Motions:

For Approval:

I move to approve _____.

For Approval with Conditions:

I move to approve _____ with the following conditions: _____.

For Denial:

I move to deny approval of _____.



**TOWN PLANNING COMMISSION
BOARD MEETING
224 First Street, Eaton, CO
Thursday, June 1, 2023, 7:00 P.M.**

MINUTES

CALL TO ORDER

Chairperson Winter called the meeting to order at 7:00 p.m.

ROLL CALL

COMMISSIONER'S PRESENT Karla Winter, Chairperson Glenn Babcock Jason Radke Brad James
COMMISSIONER'S ABSENT Bond Baiamonte
STAFF PRESENT: Assistant Administrator Greg Brinck and Baseline Planner Lauren Richardson

AGENDA APPROVED

Commissioner Babcock moved to approve the agenda as is.
Commissioner Radke seconded, and the motion passed 3-0.

PUBLIC COMMENT – Chairperson Winter opened and closed public comment at 7:01 p.m., to which there was none.

CONSENT AGENDA

1. Minutes – April 6, 2023, PC Meeting

Commissioner Radke moved to approve the Consent Agenda.
Commissioner Babcock seconded, and the motion passed 3-0.

PUBLIC HEARING (See exhibit A) - Chairperson Winter opened the floor for public hearing at 7:04 p.m.

2. Eaton Cemetery Subdivision

Lauren Richardson, Baseline Planner, presented a staff report with a request from the applicant, the Town of Eaton, seeking approval of a Subdivision at the Eaton Cemetery located at 501 Christensen Avenue, the south parcel of the existing cemetery. The larger parcel, existing cemetery will become Tract A and the remaining portion of the site will become Tract B, to be developed at a later date. The new inclusive parcel will include an addition of 149 lots, each with 8 burial plots. A portion of the expansion will also include a columbarium and cremation garden with 60 cremation plots. The plat contains a 20' waterline easement dedicated by this plat to accommodate water needs on and through the cemetery and an additional 30' Right-of-Way dedication all along Christensen Avenue. The cemetery will be irrigated with potable water and will use the water main extension project that was completed in 2022. No agencies or surrounding property owners objected to the proposal. Staff recommends approval of the proposed Final Plat.

Chairperson Winter opened the floor for public comment and closed the floor at 7:14 p.m., there was no public comment. The board asked questions of the staff; the new section of cemetery should be open by spring of 2024. As there were no further questions, Chairperson Winter closed the public hearing at 7:15 p.m.

Commissioner Babcock moved to approve the final plat of the Eaton Cemetery Subdivision Plat, as submitted and with no conditions.

Commissioner Radke seconded, and the motion passed 3-0.

ADJOURN

Chairperson Winter moved to adjourn at 7:16 p.m.

Margaret Jane Winter, Town Clerk



TOWN OF EATON

PLANNING & ZONING COMMISSION PUBLIC HEARING

Date prepared: 07/05/2023

Meeting Date: 07/06/2023

STAFF REPORT (for proposed plan)

Project Name: Downtown Revitalization Plan - Town of Eaton Comprehensive Plan Amendment
Project Address: First Street, between Cheyenne Ave and Oak Avenue, adding old Elem. School site
Prepared by: Baseline Corporation
Approved by: Vince Harris, AICP - Baseline Corporation 
Reviewed by: Greg Brinck - Assistant Town Administrator

BACKGROUND & REQUEST

The redevelopment of 1st Street into a thriving downtown core has been identified as a goal in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding and support by the Town Board for economic development visioning and potential future projects the Hometown Committee was charged by the Board of Trustees and Town staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton. The Hometown Revitalization Committee outlined a schedule beginning in year 2020 to create this Revitalization Plan and create a vision to put on paper. Included with the efforts to put on paper, the group scheduled and opened up the doors for communication to ask for community input with this Plan and a variety of community outreach meetings were held and responses were incorporated and addressed as best as possible with many goals and the end result is the Plan hereby and now proposed to be reviewed, adopted and acknowledged as a plan for imminent and future improvements.

This new report is provided as the Town Board recently directed staff to now include the vacant and previously used site for the old Eaton Elementary School, that was recently demolished, into the Revitalization Plan. The site is vacant and the Eaton School District is in the process to make the site available for sale. Prior to selling the site, the Town Board and the School District have decided to coordinate future land use planning for the property and have chosen to complete a site analysis, a simple concept land use plan, adding the site to the recently approved Downtown Revitalization Plan, and then follow-up with a rezoning of the property to the PUD (Planned Unit Development) zone district to outline allowed uses and development standards specifically for this property.

The first version of this Downtown Revitalization Plan was approved by the Planning Commission on April 6, 2023, and subsequently accepted by the Town Board on April 20, 2023. This updated Plan is hereby newly titled as the "Downtown Revitalization Plan - Amended" plan. The former school site is 3.45 acres in size and this Amended plan envisions the land to be developed in the future as a Mixed-Use residential and non-residential property. With a few multi-story buildings, the concept is that the ground floors will be



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retail/commercial uses and the upper floors will be developed as residential uses. The inner portion of the property envisions a U-shaped access drive for vehicles and pedestrians, as well as parking, open space, plaza use, and stormwater needs to support all uses on the site. The attached 'amended' Downtown Revitalization Plan is provided as well as a recently completed and provided SITE EVALUATION REPORT prepared by Baseline Engineering Corporation (dated June 15, 2023) outlining much information that the School District and perspective purchasers of the site will want and need to know about the site opportunities, constraints and facts related to these 3.45 acres of vacant land.

Following is a portion of the Towns' Code related to the Planning Commission and its role and purpose to create and maintain the towns' Comprehensive Plan.

Sec. 7-1-7. - Planning Commission; purpose in view.

In the preparation of a master plan, the Planning Commission shall make careful and comprehensive surveys and studies of present conditions and future growth of the municipality with due regard to its relations to neighboring territory. The plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality and its environs, which will, in accordance with present and future needs, best promote health, safety, morals, order, convenience, prosperity and general welfare, as well as efficiency and economy in the process of development; including, among other things, adequate provision for traffic, the promotion of safety from fire and other dangers, adequate provision for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangement, wise and efficient expenditure of public funds, and the adequate provision of public utilities and other public requirements.

Creating and amending the towns' Comprehensive Plan is vested with the Planning Commission via State Statute and the Town Code reference above. Following is the Colorado Statute reference establishing that the Planning Commission has the duty to make and adopt (as well as Amend) the Master Plan/Comprehensive Plan for its municipality.

CO Rev Stat § 31-23-206 (2016)

(1) It is the duty of the commission to make and adopt a master plan for the physical development of the municipality, including any areas outside its boundaries, subject to the approval of the governmental body having jurisdiction thereof, which in the commission's judgment bear relation to the planning of such municipality.....

The Town of Eaton now chooses to move forward with this Downtown Revitalization Plan Amendment to update/amend the 2020 Eaton Comprehensive Plan to include what can be referred to as a 'Sub-Area Plan' - that, in this case, is named the Eaton **'Downtown Revitalization Plan - Amended.'**

STAFF ANALYSIS

C.R.S. § 31-23-206 requires that the Town of Eaton adopt a comprehensive plan, also known as a master plan, as an advisory document for the purposes of guiding land development decisions. When a municipality decides to adopt a comprehensive plan (and when to amend such Plan), the municipality shall conduct public hearings in order to encourage public participation in and awareness of the development of such plan and shall accept and consider oral and written public comments throughout.

The Eaton Planning & Zoning Commission is the body that has the duty to adopt via C.R.S. § 31-23-206 the Plan or an amendment to a previously approved Plan by means of a public hearing.



Notice for the Planning Commission public hearing for July 6, 2023, and the Board of Trustees public hearing for July 20, 2023, was published in the North Weld Herald as the customary and usual notice that the Town of Eaton uses to advertise public hearings.

The attached document is the *Downtown Revitalization Plan - Amended* and includes narratives, background information, concept layouts and visioning options, and renderings to assist in the future when it's time to create construction documents to build visioned public improvements and infrastructure needs to improve the towns' Downtown corridor and heart of Eaton, Including future rezoning options for the currently vacant old Eaton Elementary School site on the south side of 1st Street.

RECOMMENDATION

Staff recommends approval of the proposed ***Downtown Revitalization Plan - Amended***, as an Amendment to the 2020 Eaton Comprehensive Plan.

MOTION TO APPROVE = "We collectively as the Planning & Zoning Commission desire to adopt Resolution No. 2023-02, being a Resolution adopting a Comprehensive Plan Amendment that is titled the Eaton "**Downtown Revitalization Plan - Amended**."

Attachments:

- Downtown Revitalization Plan - Amended (new and updated sub-area plan)
- Site Evaluation Report - dated June 15, 2023
- Planning and Zoning Commission Resolution - proposed

Town of Eaton

Established in 1892



WHERE THE MIDWEST MEETS THE ROCKIES



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ADOPTED JULY 6, 2023



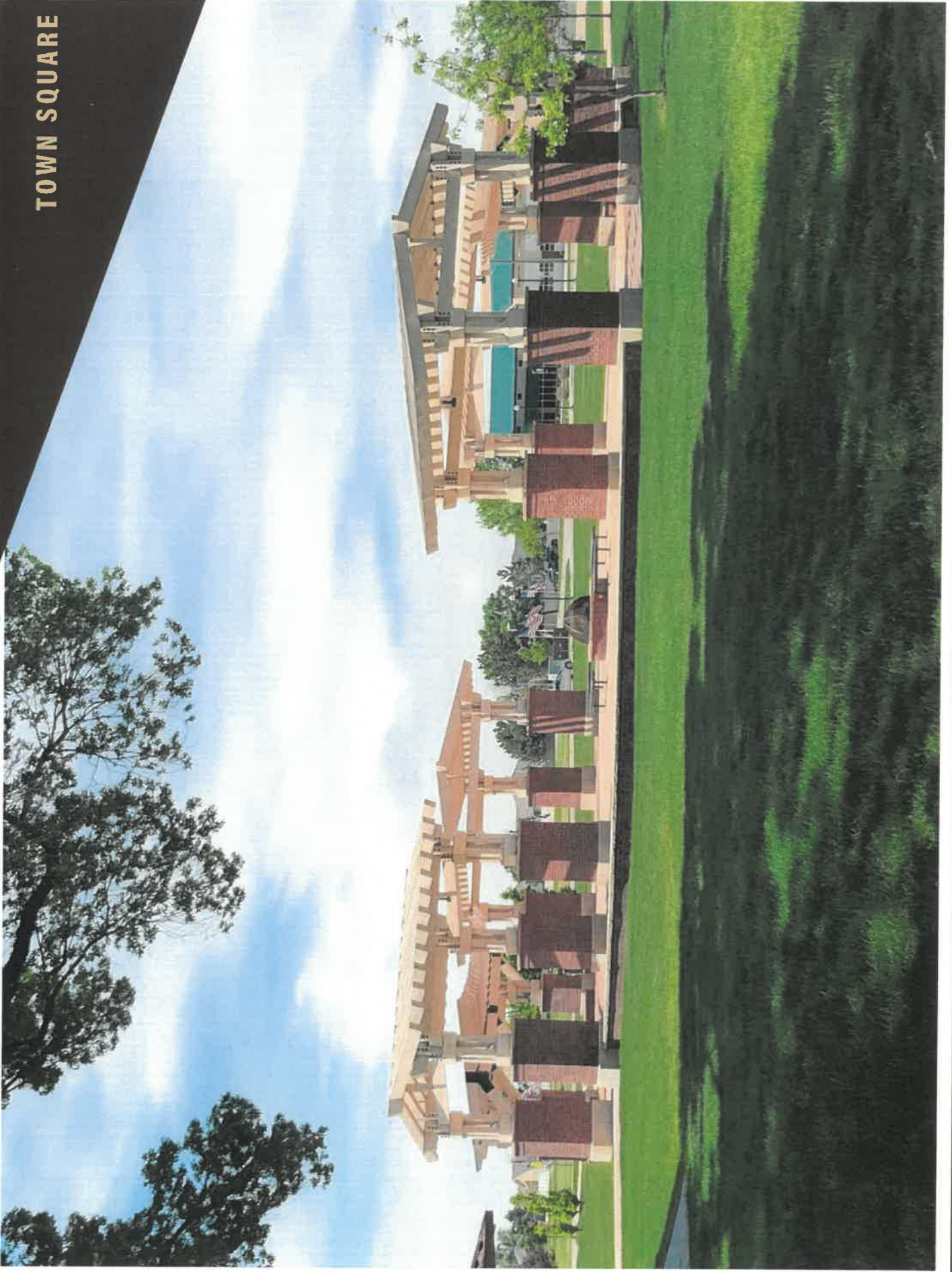


FIRST STREET - CURRENT CONDITIONS

1 | INTRODUCTION

This plan offers fundamentals of downtown revitalization and introduces best practices to create a forward thinking start to a revitalization effort in the core and original 'Downtown' of Eaton. This plan attempts to spark a renewed vision and effort to invest in the original 'main street' of Eaton being First Street, between Oak and Cheyenne Avenue.

TOWN SQUARE



INTENT

The Intent of this Downtown Revitalization Plan is to begin the steps to allow community input, community interest, and enlightened leadership to visualize and create a 'plan' for the First Street corridor through the heart of original Eaton. So much history and change has occurred in the downtown neighborhood over the last century - with numerous changes in ownerships, new and old businesses have thrived, old and dated investments have begun to deteriorate, new investments by businesses in the area, and the Town itself with a new park to the immediate south and a new police/town hall annex building within the last decade. It is time to move forward and set an even stronger path to new and updated landscape to the main street core of the Town. It's time to begin to implement a vision for positive change to the facades and streetscape in the core of our Town.

This plan includes a vast amount of time, energy, input and thoughtfulness to the following pages that memorialize the process we have all undertaken. Opportunities for funding improvements are on the Towns doorstep with grant assistance from the State of Colorado - and we continue to refine our goals and perspectives as to how we all can work to better the Town of Eaton. This Plan helps us as an entire Community devoted to - bettering the special place that we call "HOME!"

APPROACH

Our study area spans the length of three blocks on First Street; from Oak to Cheyenne Avenues. The easternmost two blocks currently house the front loaded business buildings and Town Hall buildings to First Street. Buildings are in various conditions and always need to keep up with maintenance needs. The westernmost one block fronts to the homes on the north side of First Street and the recently demolished Elementary School site on the south side that sets there looking forward to new options for its future. That future is undetermined at this time, but infrastructure needs for this block need to be considered with the neighboring two eastern blocks as pedestrians, traffic, drainage, and utility needs all should be considered in a plan. Lastly, the recently Town constructed 3 acre park north of Collins Street between Elm and Maple Avenues is a great place to relax and recreate away from traffic and enjoy the gazebo spaces and green grasses. This park is known as 'Town Square'.

As this plan began its public outreach efforts during 2020 in the 'COVID' year pandemic, we at the Town didn't let the pandemic slow the visioning process - and forged ahead with the beginning meetings in person and virtually. We had three large community meetings gathering information, listening to ideas, drawing likes and dislikes, sketching cool ideas, looking at other communities' improvement ideas, brainstorming took place, and all welcomed persons were able to vote and prioritize goals that are outlined in this Plan. The Plan is parceled up with

community goals, short-term and long-term goals, a framework with ideas and preferences, and some specific future furniture expectations to round out some of the expectations to better our Town. This plan is being approved and adopted by The Eaton Planning and Zoning Commission as an amendment to the 2020 Comprehensive Plan.

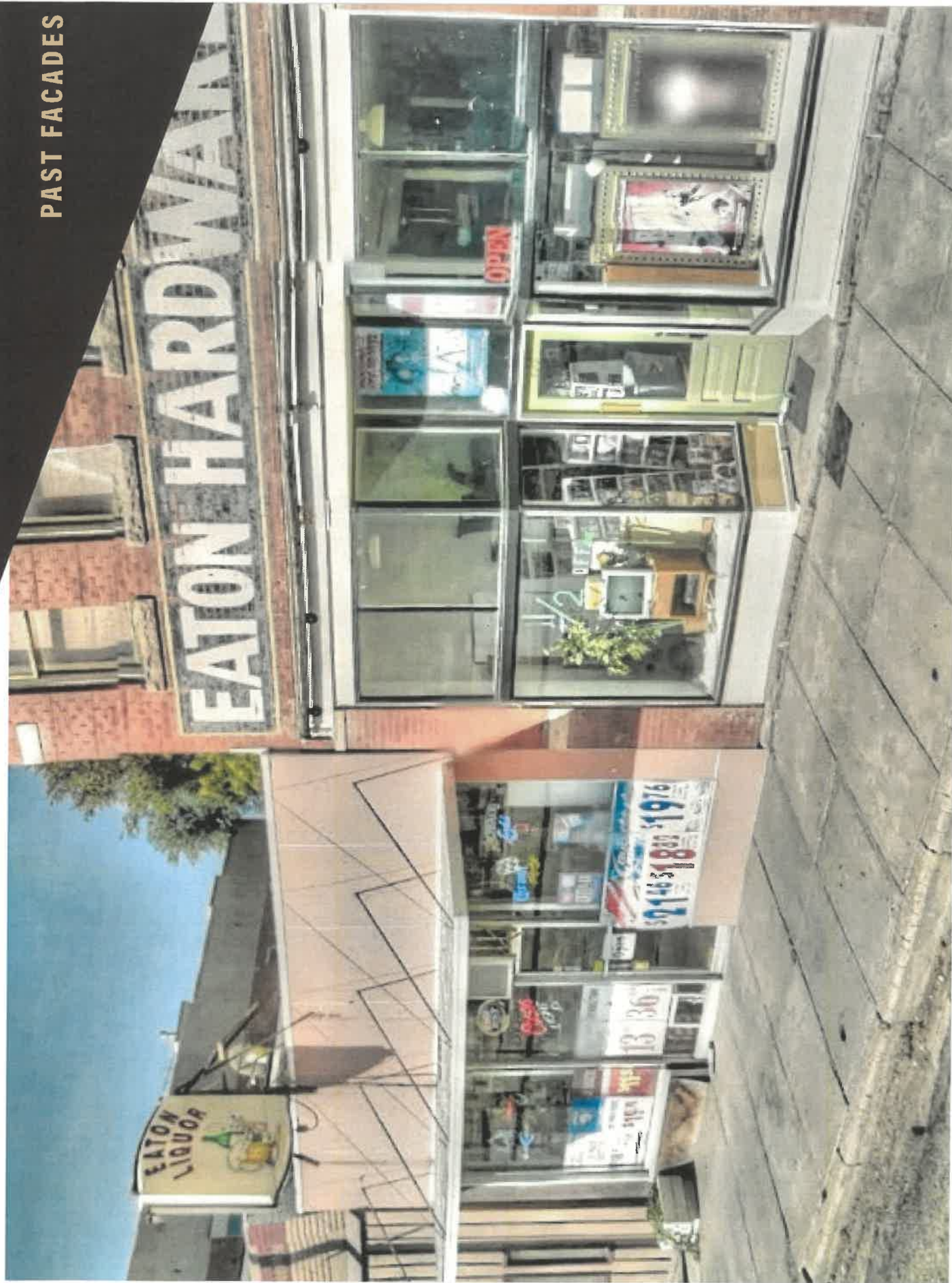


STUDY AREA



2 | DOWNTOWN EATON

Downtown Eaton has a rich history and a community with a strong vision. The revitalization of First Street provides an opportunity to emphasize and combine the past with the future. Understanding the history and existing conditions provides the foundation for the recommendations set out in this plan.



HISTORY: ONE-HUNDRED YEARS OF CHANGE TO FIRST STREET

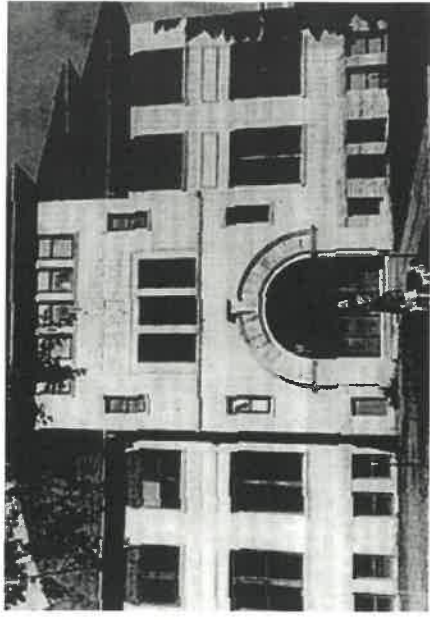
Let's take a stroll down First Street in early 1900. The first store was a hardware store, which was built in 1892. The building still stands along the alley between Oak and Elm streets. Businesses came slower to First Street as The Big Store on Oak attracted many small stores around it. The First Bank of Eaton and the Eaton Herald were open for business on First Street. Flagstones from the mountains were placed in front of stores for a sidewalk, and the street was graded and it began to feel like a real little downtown. Dr. Bellrose had a large building constructed for his office and he rented out other spaces. A furniture and undertaking store, plus a dry goods and a bowling alley could be found on the Bellrose block. The elite bakery held a space on the corner of First and Elm. Later - other small businesses were opening along this two block area of First Street. The 1900 census of Eaton was 384 persons.

The Century School was constructed on the well-known Elementary School block and this area continued to be the location for 4 different schools.

The little town grew and businesses were added, changed locations, or simply moved on. Fast forwarding to the 1950's when the population was 1,276 according to the 1950 census. We find the two blocks on First Street with multiple businesses. In fact, you could say this was a self-sufficient town with only the need to leave Town if one needed to go to a hospital. One would have found two drug stores, one being a

hang-out for the high school kids at the counter. There were two clothing stores, two grocery stores, two hardware stores, an appliance and electrical store. A farm equipment shop and auto repair garage took up a space on the south side of the street. You could pay your bill at the telephone office or Home Light and Power Office. If one needed medical care, you could find two doctor's offices and a dentist office in town. Andy had a shoe store and shoe repair shop. There was also a beauty shop and two barber shops. In addition, was a pool hall, furniture store, post office, newspaper office, jewelry store, and an insurance office. The town also boasted a movie theater and a Conoco Station on the corner. The Town Hall was also the home to the fire and police department personnel. The main two blocks of First Street served a thriving and growing hometown community with many agriculture and domestic needs that the persons living in Eaton would need.

Thanks to June Gustafson for her memories of First Street.



BACKGROUND

The redevelopment of First Street into a thriving downtown core has been identified as a goal in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding and support by the Town Board for economic development, visioning and potential future projects the Hometown Committee was charged by the Board of Trustees and Town staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton. The Hometown Revitalization Committee outlined a schedule beginning in the year 2020 to create this Revitalization Plan and create a vision to put on paper. Included with

the efforts to put on paper, the group scheduled and opened up the doors for communication to ask for community input with this Plan. A variety of community outreach meetings that were held and responses were incorporated and addressed as best as possible. Many goals reflected in the production of this plan were prioritized.

The Eaton Hometown Revitalization Committee was formed in June 2018 by the Board of Trustees and held three community meetings to engage community members and acquire community input. The series of meetings, starting in 2020, received feedback from the

community in regard to existing conditions and an understanding of the priorities of the community. In the following meetings, key discussions around parking, sidewalks, street character, events, implementation, and maintenance were presented and discussed based on the feedback that was received from each and every previous community meetings. The third community meeting in 2021 presented long-term and short-term design concepts that reflected the goals of the community input. The community input gathered and shaped this Downtown Revitalization Plan.



EXISTING CONDITIONS

In order to understand the project area and basis for improvement, an analysis of the existing conditions was conducted along First Street, including gathering feedback from the community.

Streetscape Elements

The current streetscape appears bare and does not offer successful amenities at the human scale or people-oriented opportunities. There is a lack of benches, planters and other elements to foster gathering and sense of place.

Wayfinding

There is currently nothing in place that announces a user has arrived or departed Downtown Eaton.

Streetscape Lighting

There is limited pedestrian scale lighting along First Street which has created a lack of illuminated walkways for pedestrians.

Sidewalks

The sidewalk conditions are in various states along both sides of First Street. There are limited areas that are ADA accessible and the current sidewalks are narrow, tilted, and are causing poor circulation routes throughout town.

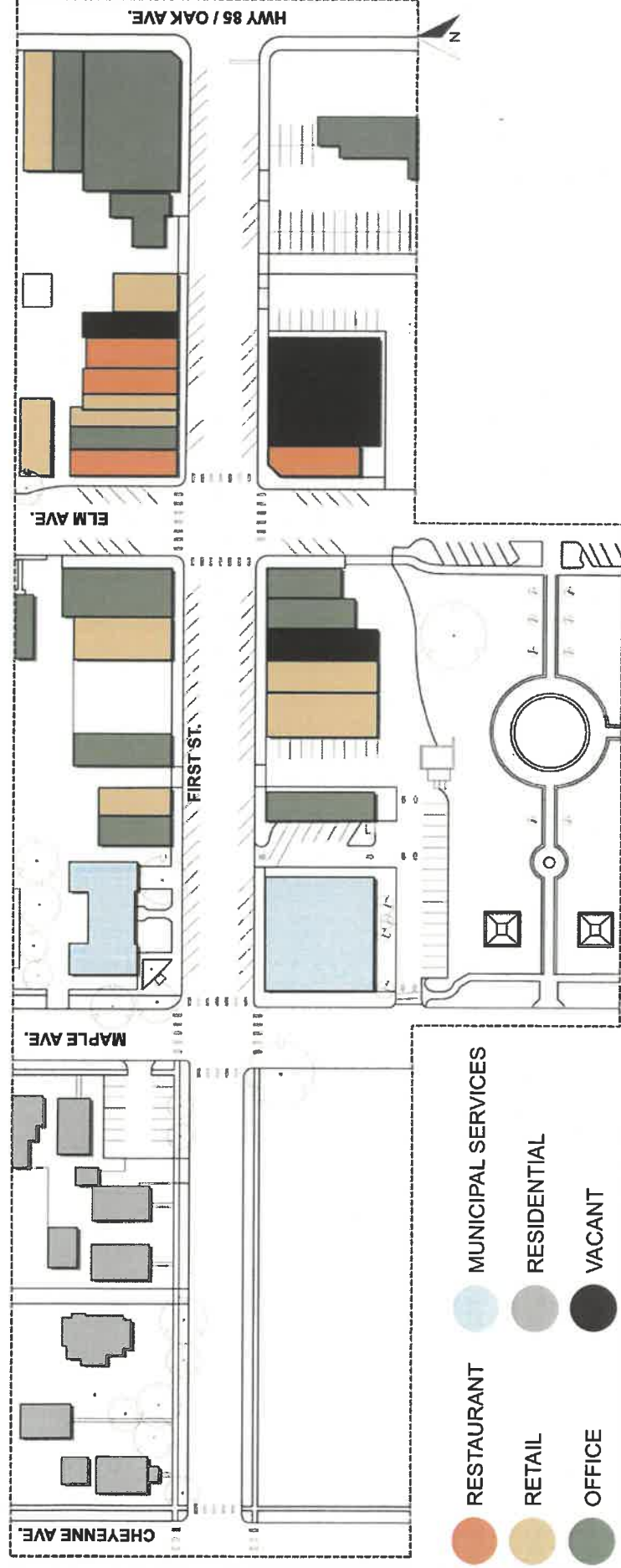
Crosswalks

Crosswalks at intersections either do not exist, or have very low visibility to them. The distance to cross these areas are considerably long and could be reduced to promote safety.



LOCAL BUSINESSES

First Street is composed of multiple small businesses that provided services to Eaton and are made up of municipal, retail, restaurants and office buildings, including the Eaton School District main office. Investing in the revitalization of First Street promotes opportunities and growth for small businesses, as well as incentivizing new business owners to create an opportunity in what are currently vacant buildings.



3 | PLANNING PROCESS

The planning process hosts one-on-one stakeholder surveys, open houses, and interviews to collect a broad cross section of residents, business owners, visitors, and employee feedback. The project team learned about existing conditions and how residents and community members use downtown sidewalks and public spaces. Ideas were captured from the public about future downtown improvements.



PLANNING PROCESS

The Eaton Hometown Revitalization Committee was formed in June 2018 by the Board of Trustees to act as an advisory committee with the initial scope of work to include:

- Improving the existing commercial areas in the Town.
- Attracting new commercial and retail opportunities in the Town.
- Making physical improvements to the commercial areas in the Town.
- Marketing the commercial areas of the Town.
- Promoting community events in the commercial areas of the Town.
- Developing recommended financial policies and/or capital expenditures to support revitalization of the commercial areas in the Town.
- Medium and long term planning to support the revitalization of the commercial areas in the Town.

The redevelopment of 1st Street into a thriving downtown core has been identified as goal 3.5 in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding for economic development project, the Hometown Committee was charged by the Board of Trustees and Town

staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton.

The Hometown Revitalization Committee outlined a schedule beginning in year 2020 to create this Revitalization Plan and create a vision to put on paper. Included with the efforts to put on paper, the group scheduled and opened up the doors for communication to ask for community input with this Plan.

Following you can find some short summaries of the three Community Meetings that were held during 2020 and 2021.



COMMUNITY OUTREACH

August 17, 2020: Community Meeting

The meeting held on August 17, 2020 and it was focused on receiving feedback from the community in regards to existing conditions and understanding the priorities of the community. Boards were provided, along with a survey that collected information on what residents were most concerned about and the solutions that they wanted to prioritize.

February 1, 2021: Community Meeting

The meeting held on February 1, 2021 used the information from the previous community meeting to develop a collective vision statement, goals and topic areas that reflect the priorities and desires that can be incorporated into the overall plan. This meeting was held as an in-person meeting and a virtual meeting to allow even more input and voting/opinions during the meeting. These topics were presented and voted on by the community through MentiMeter and paper surveys for those in the meeting at Town Hall. This information was used to produce visuals and graphics for next steps and the third meeting for the summer of 2022.

August 2, 2021: Community Meeting

A series of choices and strategies were presented that best achieve the character and identity desired for the Eaton downtown streetscape. Key discussions around parking, sidewalks, street character, events,

implementation and maintenance were presented and discussed based on the feedback that was received from the February 1, 2021 community meeting as well. This presentation provided long-term and short-term design concepts that reflected the goals of the community input.

Top Three Goals for the Revitalization Plan

- Defining downtown entrances.
- Preserving unique small-town character through landscaping, lighting, signage, and building enhancements.
- Creating a safe, enjoyable, inclusive pedestrian experience by upgrading infrastructure, walkability, and outdoor



SURVEY & RESULTS

Community feedback was collected in various forms throughout the community engagement process and included holding meetings on Zoom, meetings in person and collecting data through surveys and interactive methods. In person meetings included open discussion, selection of favorite designs and amenities of highest priority, and paper surveys. Online presentations included a live, interactive platform to get feedback in real time and opportunities for discussions. Additionally, surveys were handed out and provided to businesses that included a QR code that connected the user to a live survey.



WHAT WE HEARD FEEDBACK FROM THE AUGUST 2021 COMMUNITY MEETING

More signage to help expose small businesses which might help community members know what they have in their own back yard. As a small business owner we have too many people say they had no idea we were here.

Lighting is important along with outdoor seating. I think this could make some small town festivals more suitable for crowds.

Planters, benches and lighting for the businesses on east side of highway 85 to extend the consistency from 1st street up and down the main thoroughfare of the community.

Great ideas!

I'd like to see more mom & pop restaurants to eat at

Kid friendly

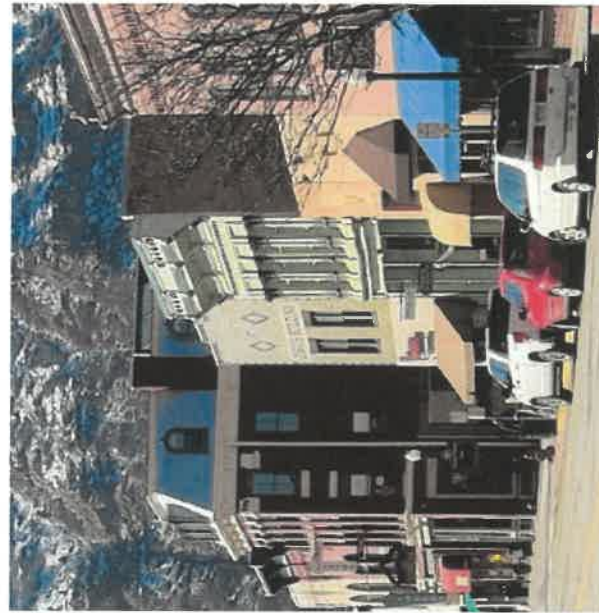
Edison lighting in town square as well.

It would be nice to have flowers in the town square. It's so boring, nothing to draw you there other than to just walk through. I always thought it would be finished, has no appeal at all.

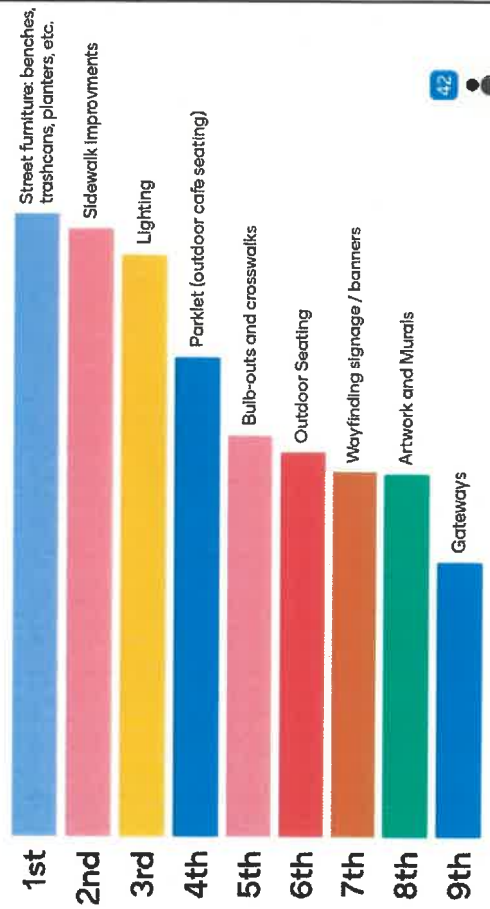
I'd like to see additional parks and green spaces.

Would love to see trees or colorful Sunshades for some areas

Good job!! Thank you all for your work!!! The store fronts and alleyways need to be updated and cleaned up.

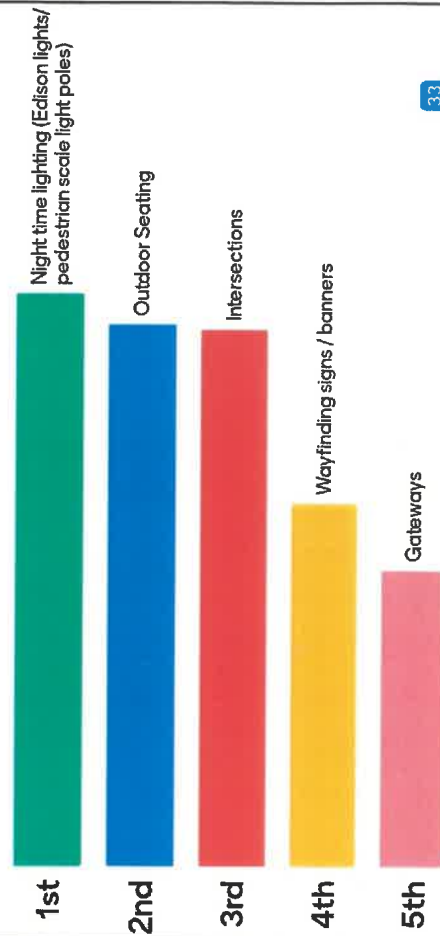


Question: Rank which amenities you prefer to see implemented first from 1 - 9. (1 being the amenity you prefer to be implemented first).



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Question: Rank which featured amenities you prefer to see implemented first, from 1 - 5. (1 being the featured area you prefer to be implemented first).

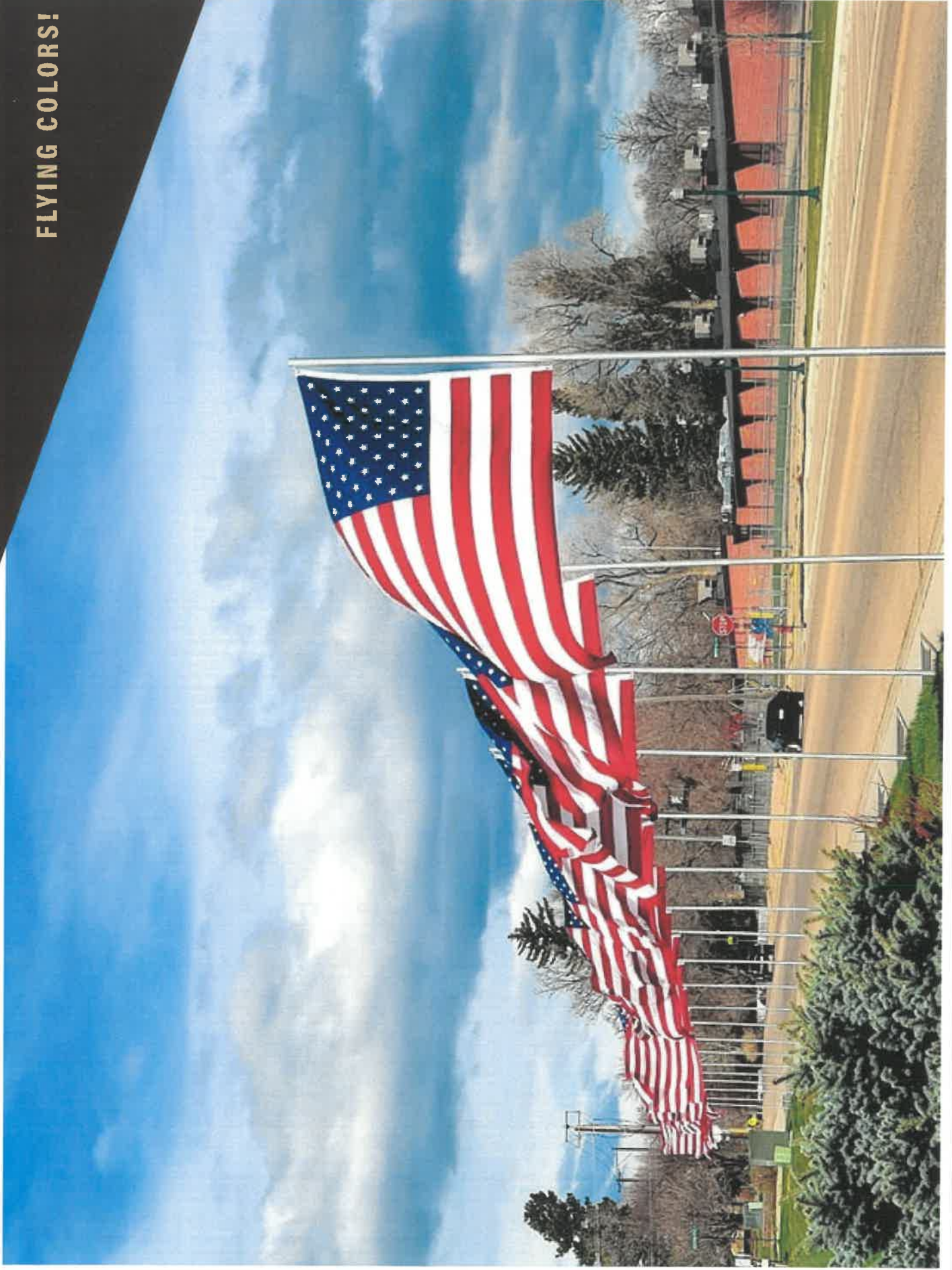


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4 | FRAMEWORK

The following framework provides overall direction and content provided from the stakeholder meetings, community meetings, and design meetings. This guide will provide the overall direction for future uses in the downtown corridor.

FLYING COLORS!



COMMUNITY GOALS

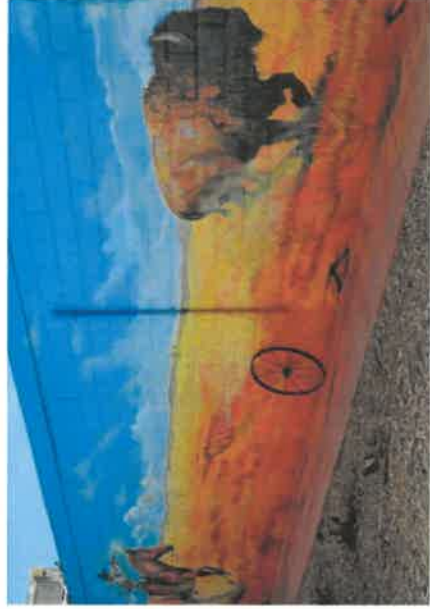
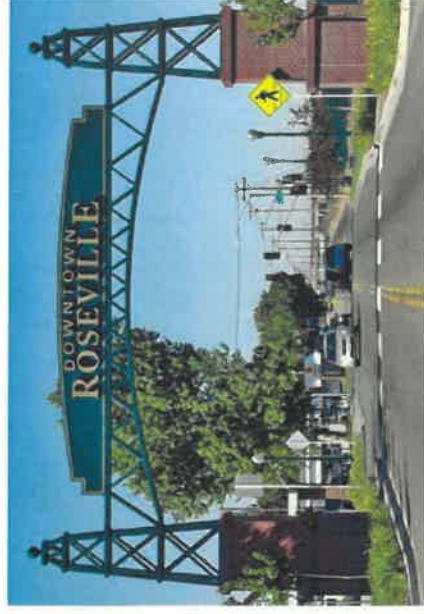
Creating goals that reflect the community values and aesthetics is one of the first steps taken in order to provide a clear vision for the future and the plan.

The goals listed below were the outcome of multiple surveys and community meetings. These goals are shown in the order of importance to the community.

- 1 Clearly define downtown entrances.
- 2 Preserve unique small town character through landscaping, lighting, signage, and building enhancements.
- 3 Create a safe, enjoyable, inclusive pedestrian experience by upgrading infrastructure, walk-ability, and outdoor appearance.
- 4 Cultivate a day and night vitality and energizing environment by filling vacant storefronts.
- 5 Build tourism and visitors to shop locally in the town of Eaton.
- 6 Retain and expand existing businesses and create new businesses to join downtown.
- 7 Enhance the events, programming, branding and identity of downtown Eaton for marketability.



COMMUNITY VISION | PRECEDENT IMAGERY



SHORT-TERM GOALS

In order to help achieve long-term, sustainable solutions to improving the streetscape, short-term goals that provide temporary improvements have been proposed during an early phasing of the plan. Short-term goals will help the community, business owners, and stakeholders re-envision the downtown through parklets, painted bulb-outs and crosswalks, and gateways through lighting and other streetscape amenities. Ideally, these improvements are designed to be short-term and relatively low-cost, while providing the opportunity to provide feedback before making elements permanent.

- 1 Lighting
- 2 Planters / Year Round Color
- 3 Wayfinding / Signage
- 4 Sidewalk Cafes
- 5 Building Facade Improvements
- 6 Temporary Large Tree Planters
- 7 Outdoor Seating

LONG-TERM GOALS

Implementation of short-term goals and improvements build the foundation to provide successful design that will address the long-term goals defined by the community. At the time of adoption of this plan, it is envisioned that the initial efforts of the improvements will generally be in the long-term goals listed in this plan. It is expected that design engineering plans will be created in summer/fall of 2023 and significant construction efforts to begin in spring of 2024.

- 1 Lighting and Banners
- 2 Wayfinding / Signage
- 3 Permanent Site Furnishings
- 4 Alley / Walkable Connections
- 5 Building Improvements
- 6 Parking with Bulb-Outs
- 7 Division of Streetscape



AMENITIES

Public amenities have been proven to encourage activity, while enhancing the identity of a community. These amenities include seating, street trees, planters, lighting, wayfinding, and outdoor gathering spaces. The images on the right are the selected furnishings that are to be distributed along First Street.

Galvanized steel provides a low maintenance option for amenities, providing a highly durable material that is suitable in most environments and is resistant to weather, vandalism, and rusting.

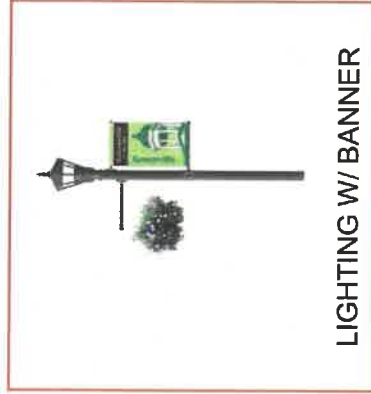
Public art, including murals, provide character to a space and can be used to highlight a space or as a method of wayfinding.

POTENTIAL PARKLETS

Parklets are an excellent way to create public spaces to sit and gather, while encouraging pedestrians to slow down, connect with people and spend more time in their downtown. They have been shown to create positive effects for local businesses by increasing foot traffic and revenue, while complimenting adjacent restaurants and cafes. This plan provides potential locations for parklets along First Street, to encourage pedestrian traffic and a place to relax outside.



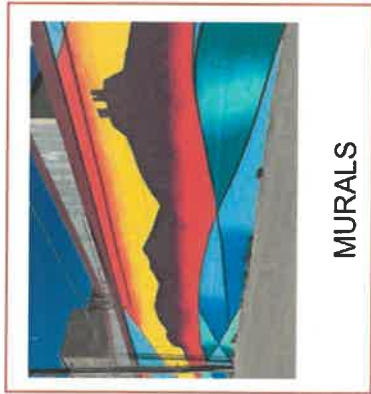
BENCH



LIGHTING W/ BANNER



LIGHTING, OPTION 2



MURALS



PLANTERS



TRASH CAN



CONCEPTUAL PLAN | EARLY PHASING

Streetscape elements provide functionality and vibrancy at the pedestrian scale, while creating a space that is comfortable and welcoming to users. In early phasing, placing benches, trash cans, and planters less frequently will provide the opportunity to work toward the final phasing goals at a smaller scale. Other amenities, like lighting can be provided temporarily and updated during the final phasing of the project.

	X 6	STEEL BENCH
	X 8	LIGHTING W/ BANNERS
	X 3	STEEL TRASH CAN
	X 2	COMMUNITY MURALS
	X 8	STEEL PLANTERS



CONCEPTUAL PLAN | FINAL PHASING

The final phase of streetscape amenities will be coordinated with the extension of sidewalks, bulb-outs and gateways. With proper placement of amenities, unification and identity will start to appear along First Street.

Street furniture should be placed in a manner that the sidewalk will have adequate space for accessible pedestrian circulation.

Groupings of street furniture will create an opportunity to use sidewalks efficiently, while creating an organized feel.

	X 6	STEEL BENCH
	X 9	LIGHTING W/ BANNERS
	X 6	STEEL TRASH CAN
	X 4	COMMUNITY MURALS
	X 8	STEEL PLANTERS

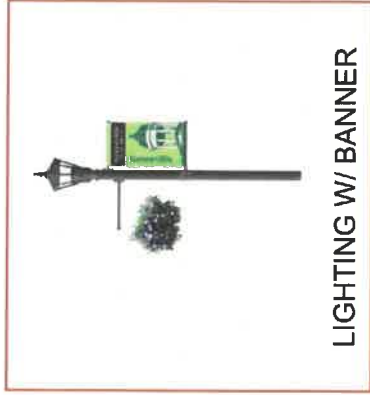


CONCEPTUAL PLAN I

The priority of the East end of First Street, is to draw people in through the addition of a gateway feature with a strong appearance to and from Highway 85, also named Oak Avenue in the town limits. . A secondary gateway is also proposed, on a smaller scale, on the west end of First Street through the use of plantings, lights, and banners. These gateways are used as the “bookends” holding First Street together, while creating a sense of arrival and departure.



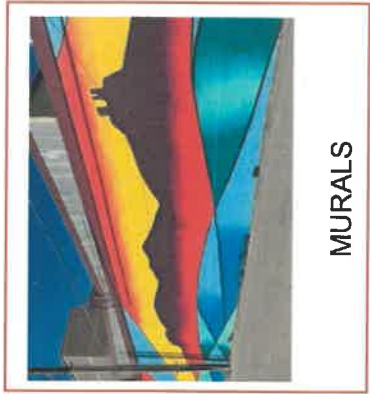
BENCH



LIGHTING W/ BANNER



LIGHTING, OPTION 2



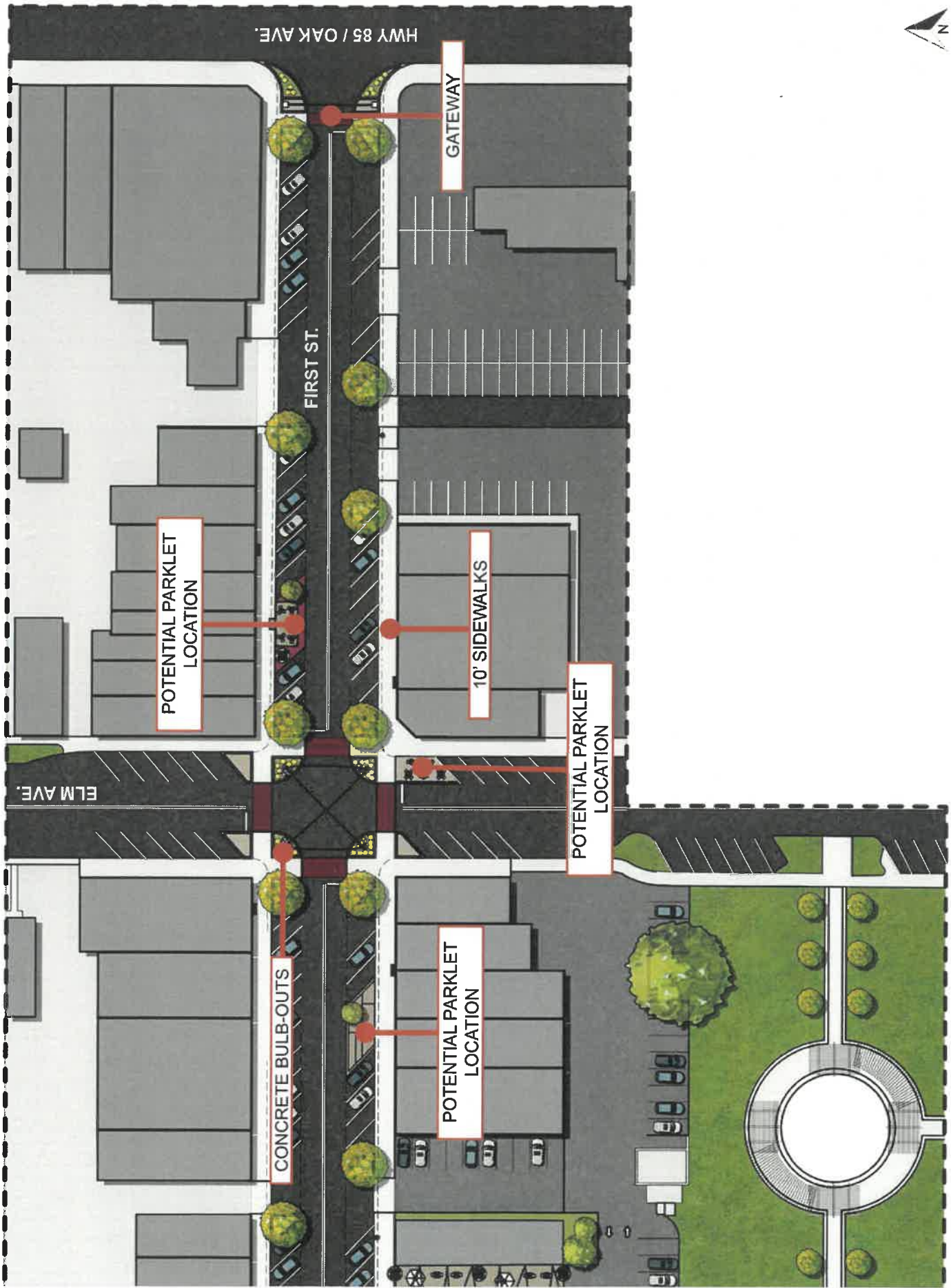
MURALS



PLANTERS



TRASH CAN



CONCEPTUAL PLAN II

As people are encouraged to continue down First Street, the next priority was to encourage users to not only visit, but stay. Outdoor seating, site amenities, and potential parklets create the transition areas of downtown that will encourage users to explore, relax, and interact with members of the community. These transitions become the reflection of community pride and vitality.



BENCH



LIGHTING W/ BANNER



LIGHTING, OPTION 2



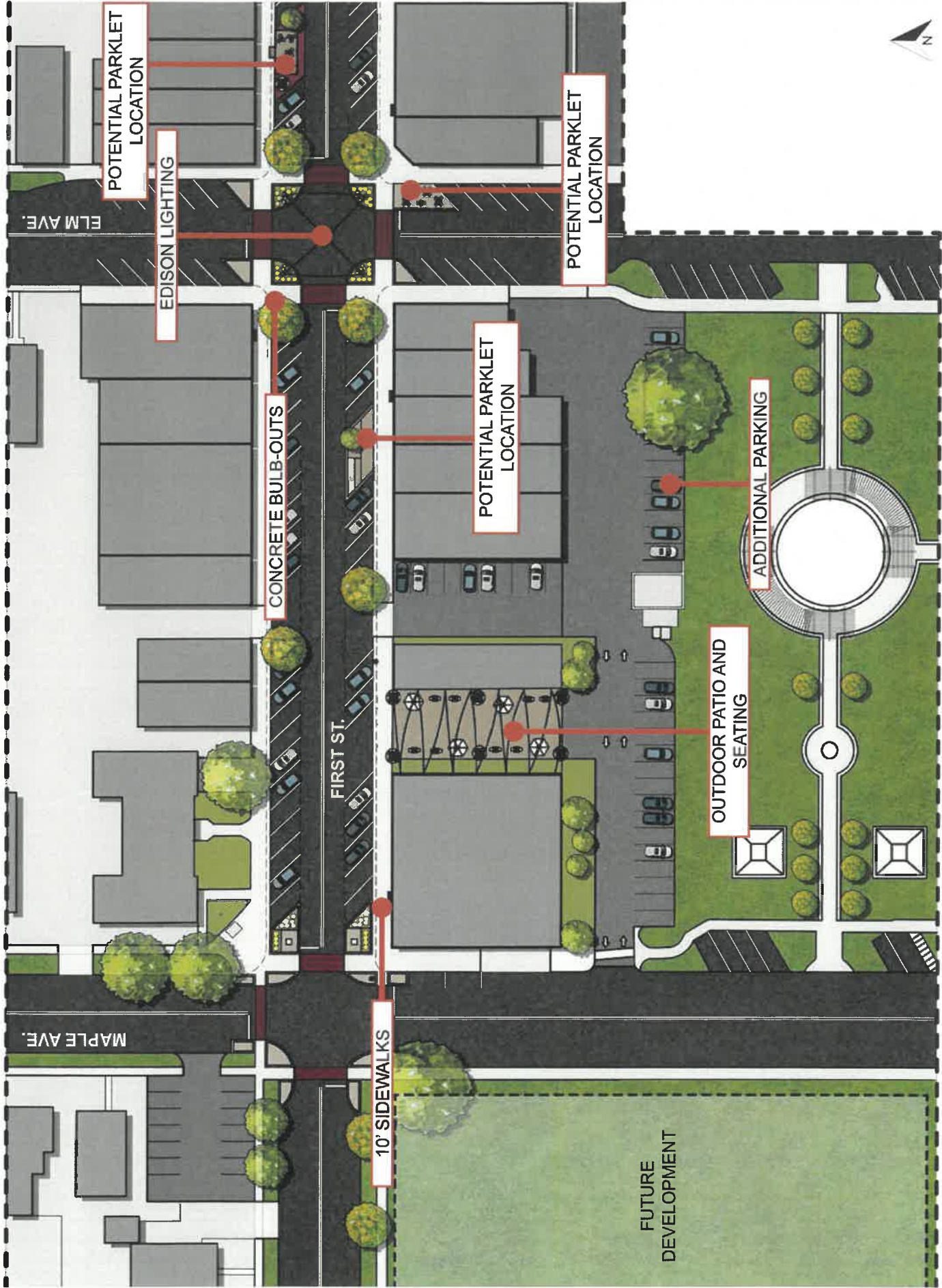
MURALS



PLANTERS



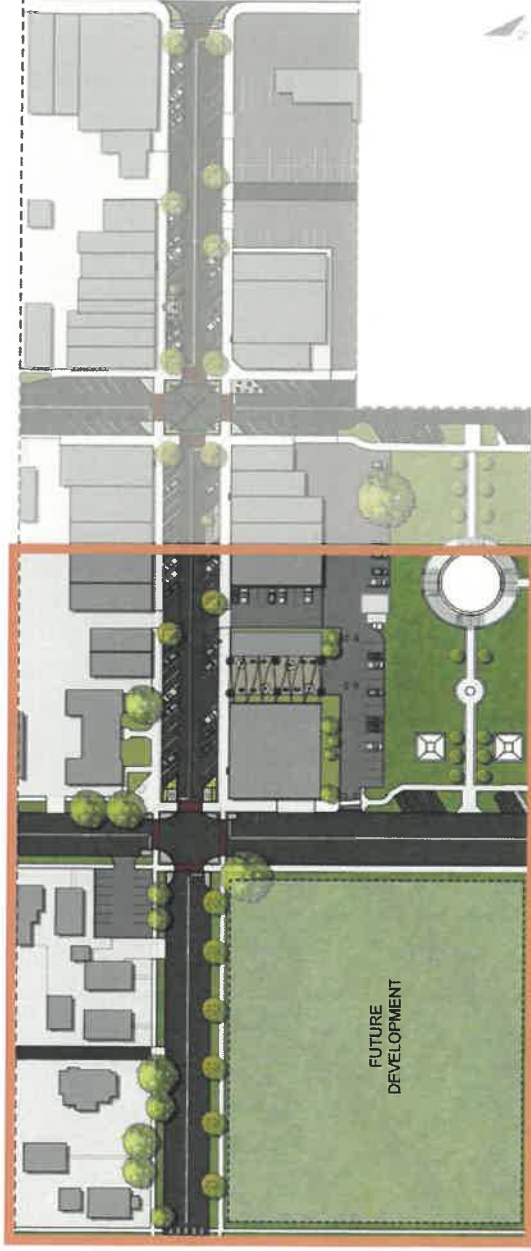
TRASH CAN



CONCEPTUAL PLAN III

In addition to providing areas for people to stay, we want to ensure that these spaces are inclusive and safe. This includes increasing sidewalks to 10', providing ADA accessible routes, creating bulb-outs and well-marked crosswalks with adequate wayfinding through placemaking. When the built environment is designed to be inclusive, it welcomes users of all ages and abilities.

An additional opportunity recently came about with the demolition of the decades old Eaton Elementary School on a complete block on the south side of 1st Street. This leaves 3.45 acres of vacant land for an opportunity for the Eaton School District and the Town to plan a future for this land that in the future can add high quality mixed land uses and add significant new and different options for the Downtown in Eaton. This plan includes a vision for this property and its future development opportunity.



BENCH



LIGHTING W/ BANNER



LIGHTING, OPTION 2



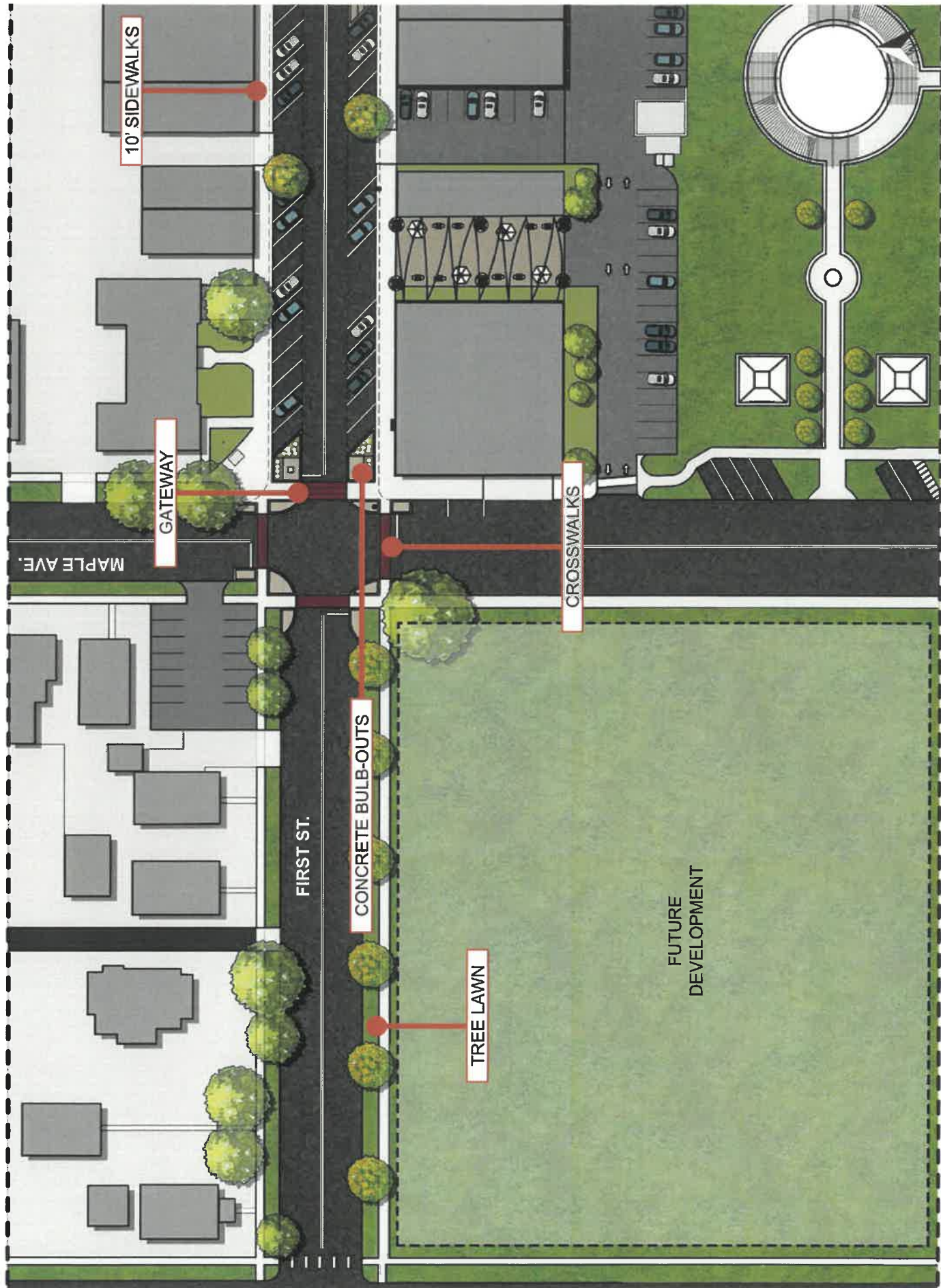
MURALS



PLANTERS



TRASH CAN



FUTURE DEVELOPMENT

The largest property now available for new development is approximately 3.45 acres in size, and was previously the home of the Eaton Elementary School. The site is owned by the Weld County School District No. RE-2 – known also as the Eaton School District aka “District”. The elementary school and associated improvements were recently demolished because of its age and that the District built a state of the art new High School building and entire campus on the west side of Town; refurbished the old high school to be the new Eaton Middle School; and established the elementary school previously on this site to the old middle school a couple blocks away to the west. A few alive and existing mature trees and portions of the athletic field were kept for the time being on this site. The site is bordered on the north by 1st Street, Cheyenne Ave. on the west, Collins Street on the south and Maple Ave. on the east. The Town Square park and open space is situated directly east of this site. Municipal facilities in the immediate area include Eaton Fire and Rescue on the south side, and the Eaton Town Hall northeast of the 1st and Maple intersection. The Eaton Police Department is located at the southeast corner of 1st St. and Maple Avenue.

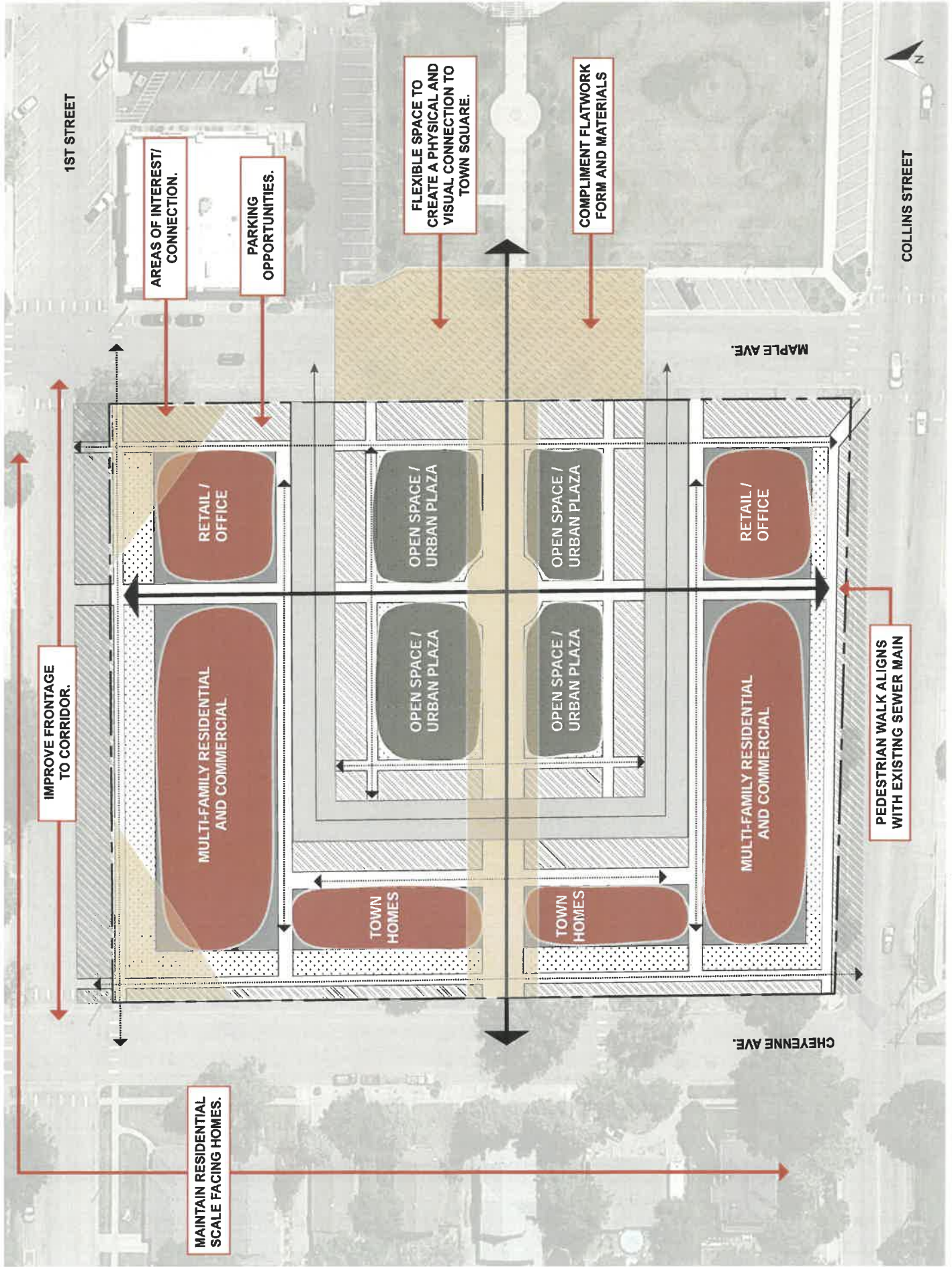
This plan intends to incorporate a thoughtful and focused plan, and the Town and the District desire to see that the site gets redeveloped with a residential – mixed use development. This plan envisions the site to incorporate “multi-family units, ground floor retail/commercial uses, and



potentially some restaurant/retail pad buildings and uses at the NE and SE corners of the vacant site”. Generally, this plan envisions allowances for retail and commercial uses, and higher density residential uses in townhomes and ‘flats’ above ground floor sales tax generating type uses on the ground floor facing the central court and potentially the streets as well. The intent is to provide for needed affordable housing in the Town of Eaton, along with the continuation of the urban character of the Town’s core. This block has a potential to expand the downtown of Eaton with its inclusion in the Revitalization plan and efforts along 1st Street and the historical area of being Downtown Eaton.

The Town and the District intend to soon create a Planned Unit Development (PUD) zoning document that will be processed as a rezoning case specifically for this previous school site. Such a PUD will establish an “overlay” zone

providing zoning standards for real future development on this site. The PUD will establish minimum and maximum zoning standards that developers can understand what the Town expects with a mixed use development. It will also list the types of residential units and maximum number of units and expectations for non-residential uses as well. This entitlement process once completed will provide a very clear vision for future development desires and expectations to best accommodate a quicker evaluation time and construction plan for development of the 3.45 acres of vacant land.



BACKGROUND

This Plan includes a 'bubble-type' site design layout (page 35) as a best and current understanding of how development on this site could occur in the future. Since it is perceived that this property ought to now develop as it is vacant and directly adjacent to 1st Street and downtown Eaton, it is hereby envisioned that the site should develop with a mix of residential and commercial uses. There are currently water and sewer lines in the streets surrounding this site. The only current utility line directly under the site is a sewer line extension running north to south in the eastern half of the site. No buildings can be constructed over this line. It may be possible in the future to relocate/replace this line under the streets, but such a need will need to be born on the entity and owner that will develop this site in the future. For now, this plan anticipates the sewer line stays in its current location.

FRAMEWORK & USES ENVISIONED

Pedestrian connections are envisioned throughout the site, including detached sidewalks along the four street frontages, with a tree lawn on the four perimeters of the site. There should be pedestrian connectors through to the center of the site. A north-south pedestrian connection is intended to align with the existing sewer line on the site. An east-west pedestrian and visual corridor is also shown and envisioned to continue the east-west pedestrian corridor in the Town Square park to the east of this site. A U-shaped access drive is shown

to accommodate vehicular and pedestrian and parking access. This drive can be used to create on-site parking locations for residents and patrons to the businesses.

On the north and south frontages to the streets the plan envisions a combination of affordable residential apartments or condo-type units and above ground floor retail commercial space. Eastern corners could have both signature restaurant pads with rooftop seating opportunities to help enliven them and activate the site.

Along the western portion of the site (along Cheyenne Avenue) it is envisioned to maintain a residential character with townhouse type units (should be no taller than three stories) to front the street or even face the interior of the site - depending on the builder and market conditions and options available at the time of development. It is recommended the structures along 1st Street and Collins Street feature retail or office uses on the ground floor with residential units above. Building placement and angled parking matches the existing arrangement along 1st Street and Collins Street east of Maple Ave. Parallel parking along all four streets could also accommodate guests for residential or retail uses.

A central plaza to the site creates a visual and physical connection to the Town Square park to the east and provides an additional amenity for the new residents and patrons on the site. An

access drive is shown to access the interior of the site to and from Maple Avenue. This drive can allow for parking on both sides. It is also a design option that should be considered to allow the closing of Maple Avenue between the two access drives to temporarily connect this site to the Town Square for special events and celebrations as the Town desires. The interior of the U-shaped access drive could become a greenway and/or plaza, depending on the overall density of the site and how stormwater detention is designed. It may be necessary to incorporate additional surface parking within this area - along with storm water management and water quality needs.

In exchange for provision of needed storm water detention on site, and a plaza area interior to the subject site, the Town Square park property could get evaluated for re-use or redesign (by a future developer of this site and the Town Board) to better accommodate parking needs with the development of this subject site if a future developer desires to propose an alternative request to the Town Board.

EXISTING CONDITIONS



FUTURE DEVELOPMENT

Zoning

The existing zoning district for the subject property is R-2: Lower Density Residential. The R-2 Zoning District allows for single-family detached residential units and two-family (duplex) residence with a maximum gross density of six (6) units per acre. This R-2 zoning district promotes the continuance of single-family development that is similar to the existing on the west and north sides of the site and would potentially yield about 14 single family lots with the existing zoning.

The current thought is to accommodate a future rezoning of this property to a Planned Unit Development and such zoning could allow the uses described herein and for building heights along 1st Street at 35 feet and 45 feet in height along Collins Street. 35 foot heights would generally accommodate three stories and four stories at 45 feet height along Collins Street.

A change of Zone to PUD will be required to accomplish the mix of land uses as described and shown in the included Concept Plan shown in this Revitalization Plan.

Utilities

Utility Services, including water, sewer, electrical, telephone, gas and fiber optic services were capped but will be available to this site.

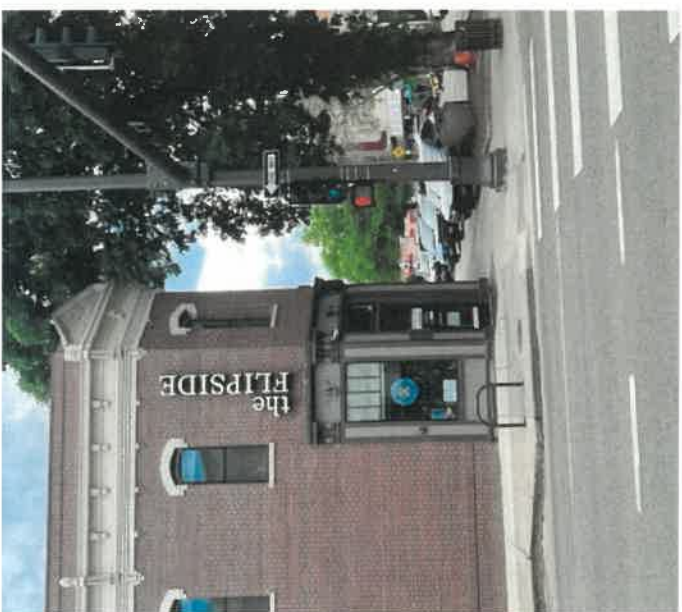
Transportation

Collins Street along the south property line of the property is also known as County Road 74

outside of the Town limits. This Major Arterial roadway is subject to the County Road 74 Access Control Plan, prepared by Weld County Department of Public Works. Vehicular access from Collins into the site between Maple Avenue and Cheyenne Avenue will be prohibited.

PRECEDENT IMAGES





FEATURED AREAS | 1

Identified as a high priority by the community, this plan provides various gathering and seating along First Street. In addition to recommending streetscape amenities and potential parklets, a featured area has been identified between two buildings to serve as an outdoor patio. This space not only encourages pedestrians to visit, but more importantly, it encourages both visitors and residents to linger in downtown. Through the use of seating, planters, murals, and lighting, this space transforms into a reflection of the community vision.



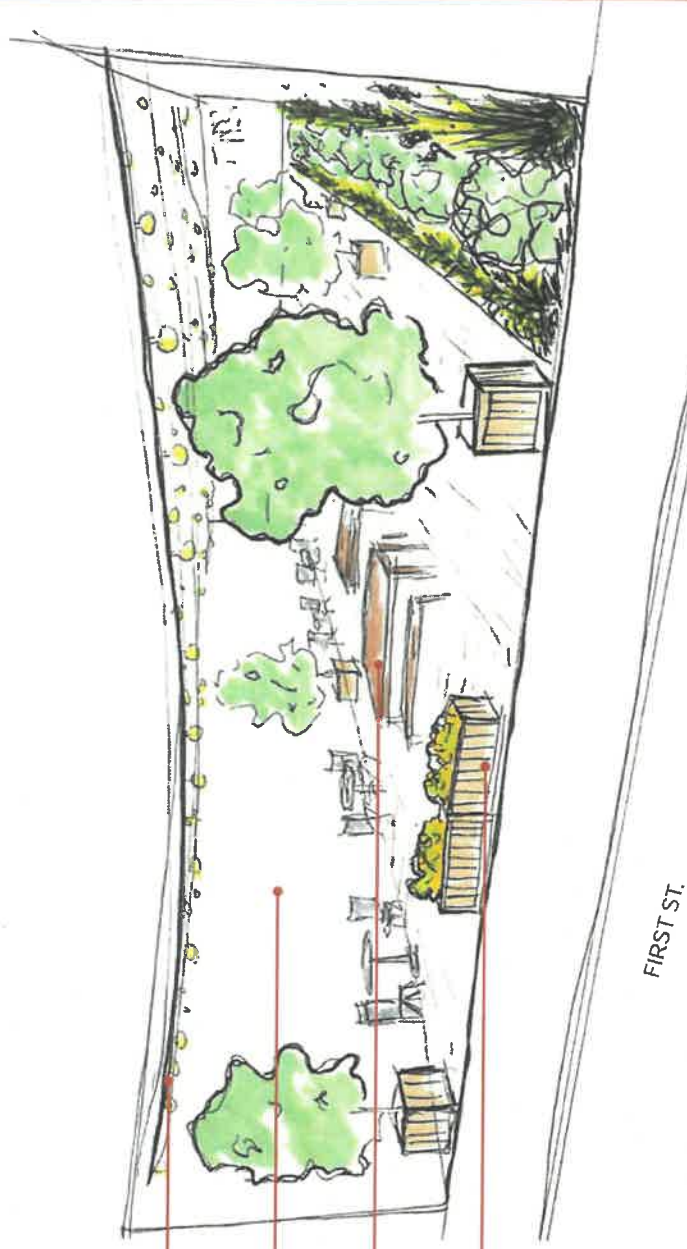
1 OUTDOOR PATIO AND SEATING

EDISON LIGHTS

MURAL ON BUILDING

SEATING

PLANTERS

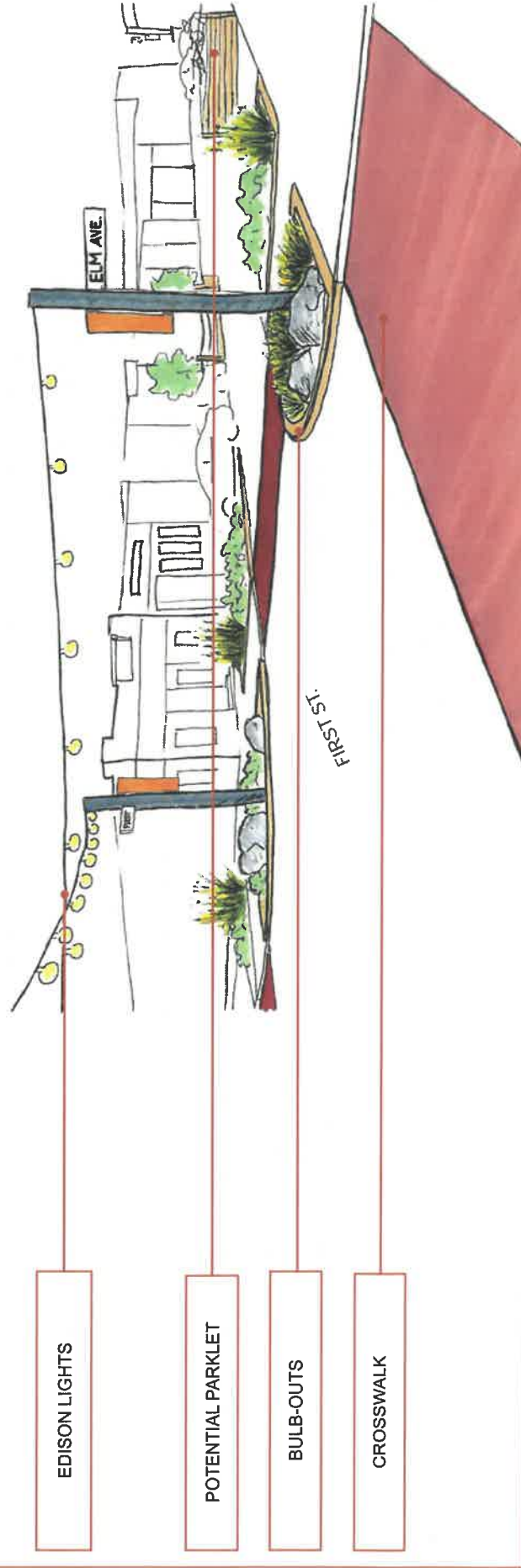


FEATURED AREAS | 2

In addition to outdoor gathering, the community identified the need for elements that would continue to move the user through the space and create a warm and welcoming sense of place. Providing plantings, lighting, and banners at the intersection of First Street and Elm Avenue, creates an inviting space at a pedestrian scale, while providing a safe experience.



2 INTERSECTION

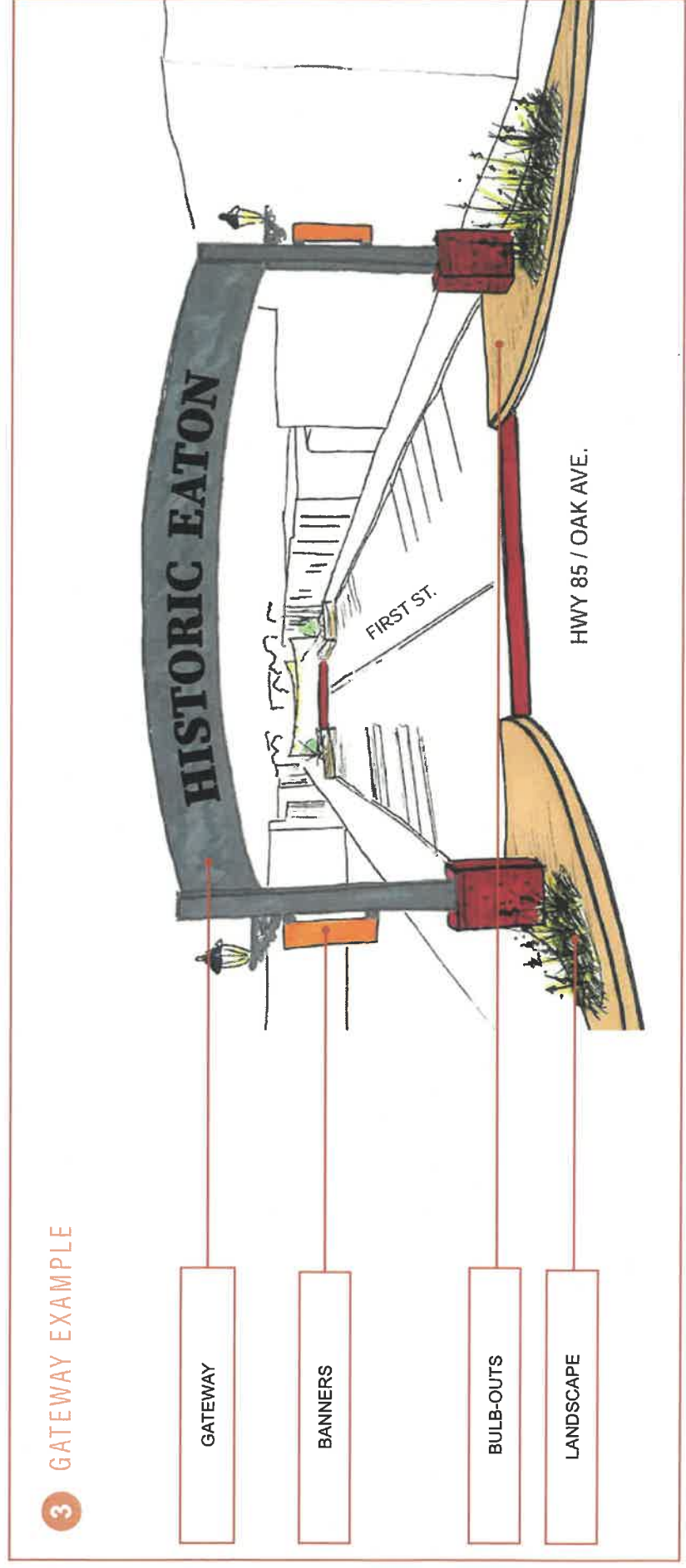


FEATURED AREAS | 3

The third featured area defined by the community is the entrance to downtown. In order to provide a sense of place and community pride, a gateway is being proposed with complimentary landscaping, lighting and banners.



3 GATEWAY EXAMPLE

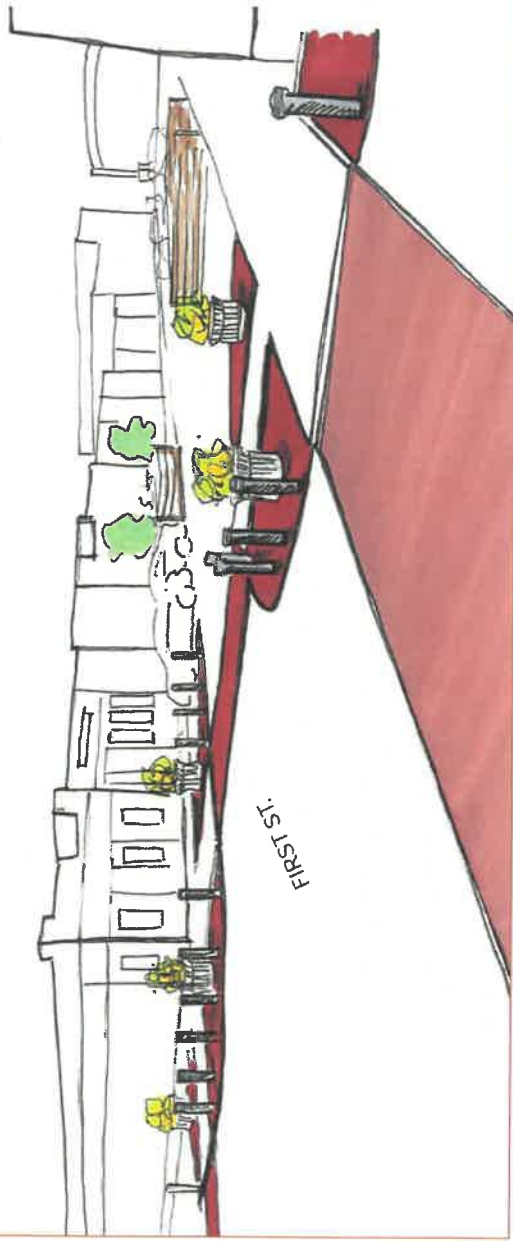


INTERSECTIONS

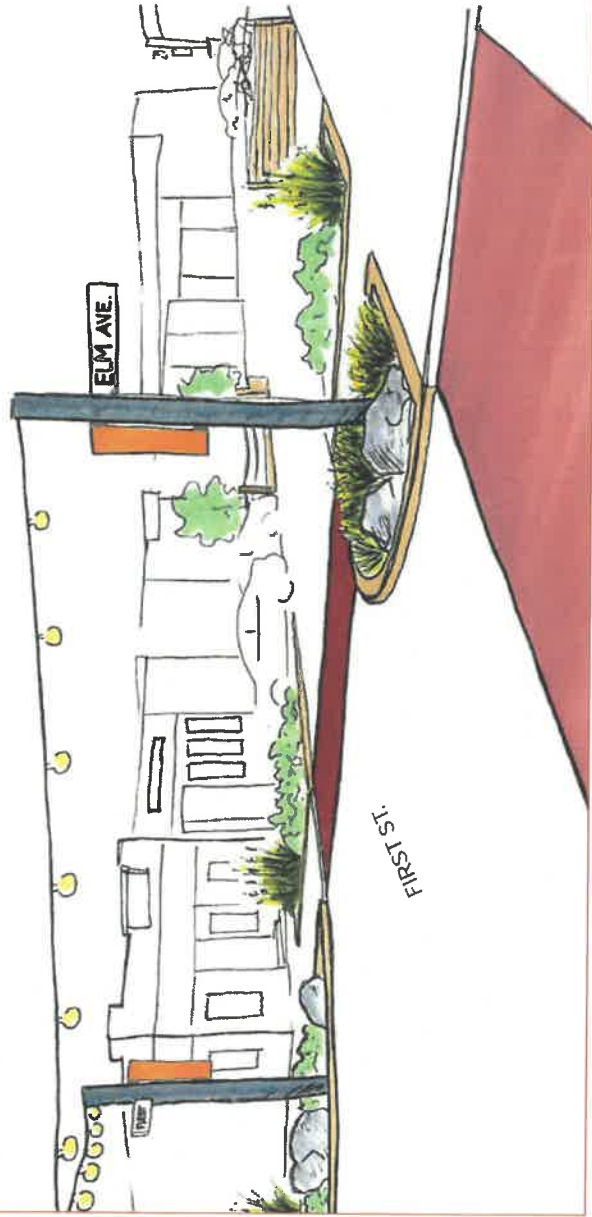
Early phasing of intersections provide the opportunity to improve the pedestrian and vehicle experience, while working toward the final design. In the early phase, this can be done by painting crosswalks and bulb-outs in the designated area, while using planters and temporary bollards as a barrier between users and vehicles.

As funding and resources become available, these intersections will evolve from temporary design elements to permanent design elements. Permanent elements include bulb-outs with concrete, pavers, or other effective finishes, planting beds, and lighting with banners. These elements create a safe space for pedestrians, slow down vehicles, and serve residents of all ages and abilities.

EARLY PHASING



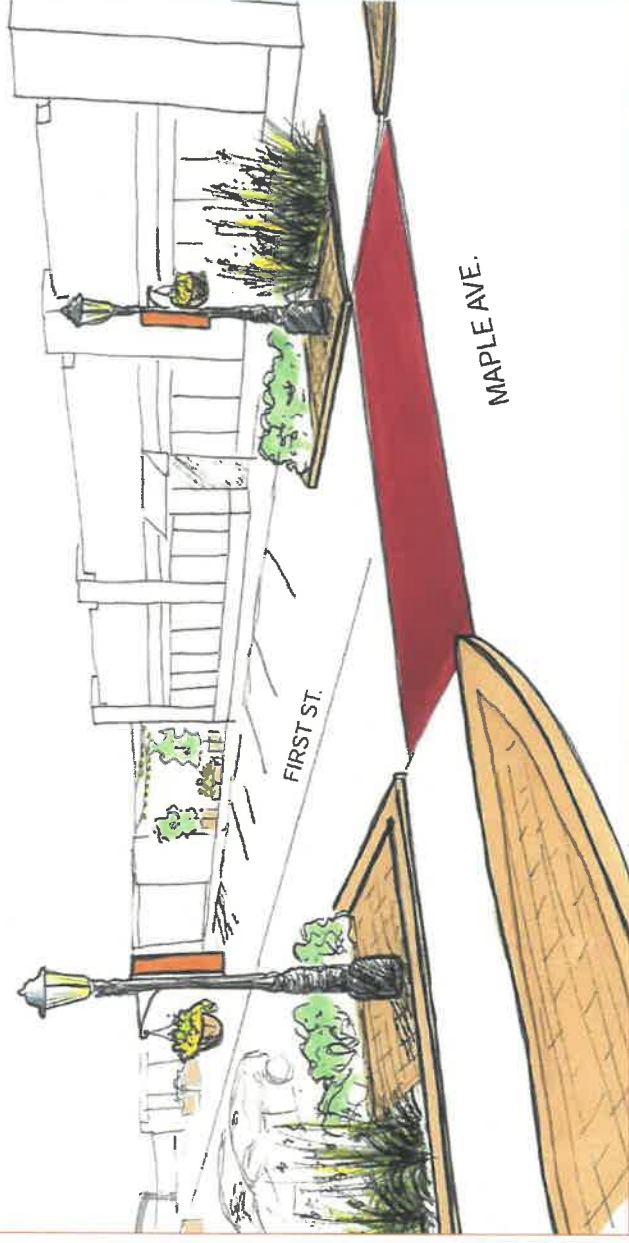
FINAL PHASING



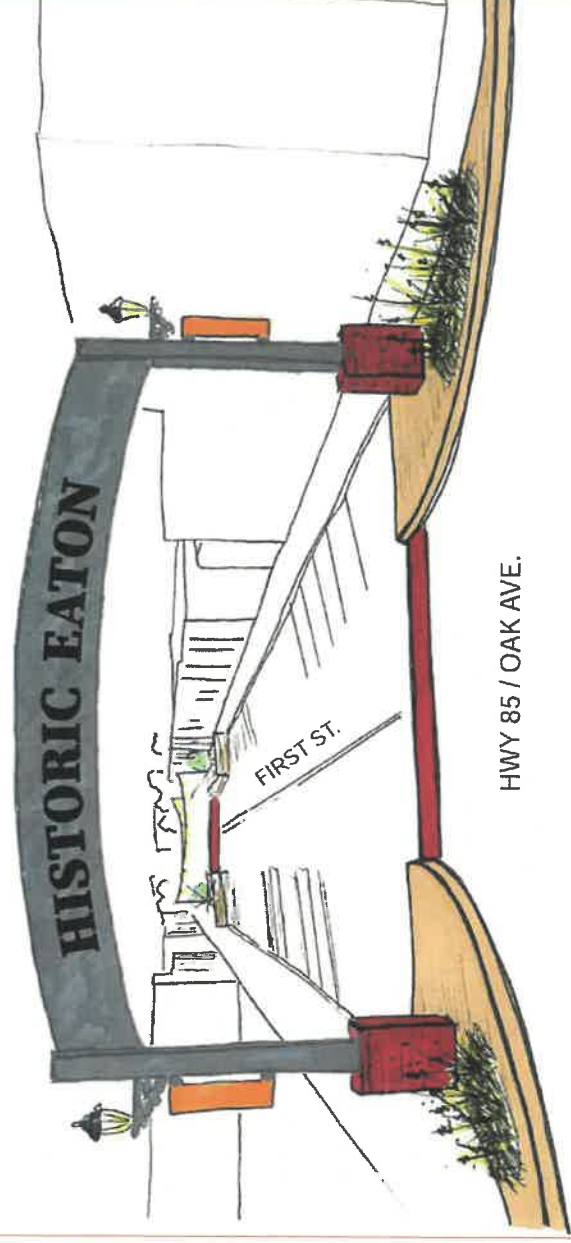
GATEWAYS

Gateways not only provide an opportunity to create a sense of arrival and departure, but they also provide an opportunity to showcase community pride and identity. When paired with other placemaking elements, like banners, they create uniformity for complimentary signage that help create a positive and pedestrian scale experience for community members and pedestrians.

GATEWAY | MAPLE AVE.

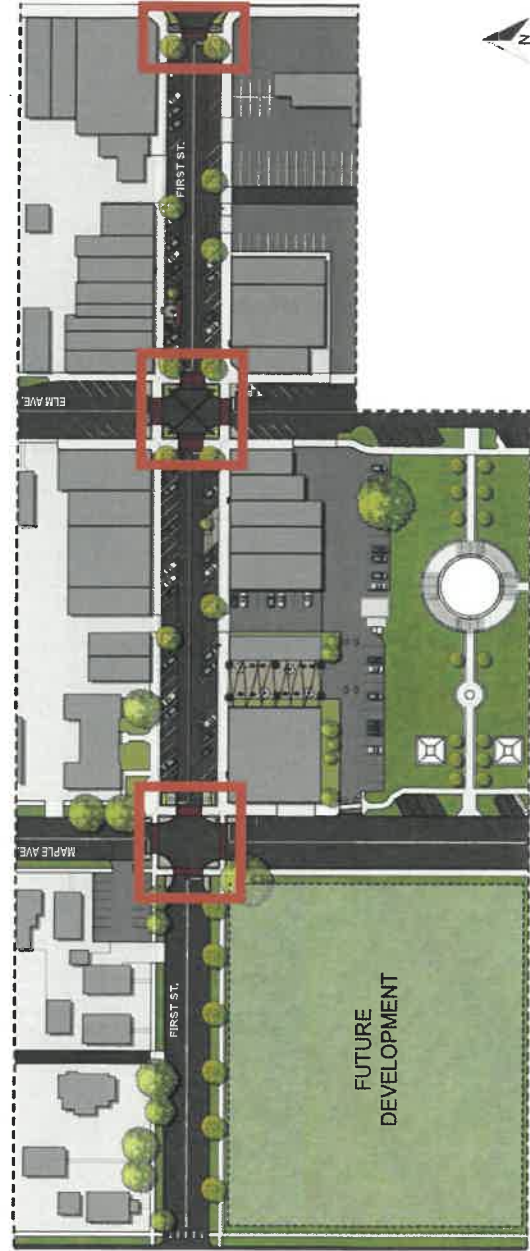


GATEWAY EXAMPLE | HWY 85 / OAK AVE.

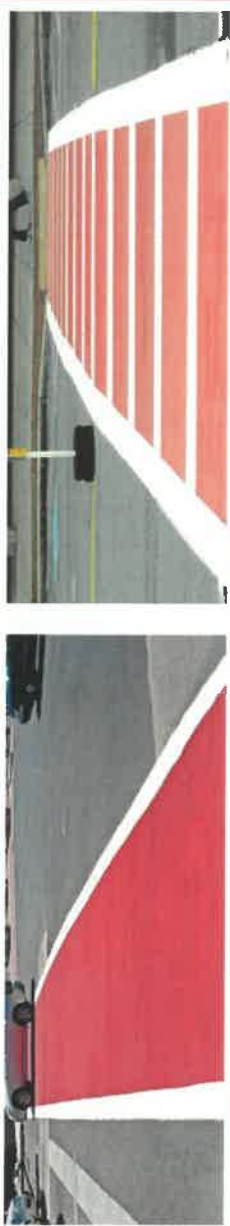


CROSSWALKS

In order to create a safe space for both pedestrians and drivers, a series of high visible crosswalks are proposed at the intersections of First Street and Maple Avenue, First Street and Elm Avenue, as well as First Steet and Highway 85 / Oak Street. In addition to traditional crosswalks, bulb-outs are proposed with other features to signal to drivers to slowdown, while providing a shortened crossing for pedestrians. There are a variety of different materials that can be used for crosswalks including paint, stamped concrete, and thermoplastic. Painted crosswalks are an effective and low-cost option, but will require more maintenance long-term.



OPTION 1: PAINTED CROSSWALKS



OPTION 2: STAMPED CROSSWALKS



OPTION 3: THERMOPLASTIC CROSSWALKS

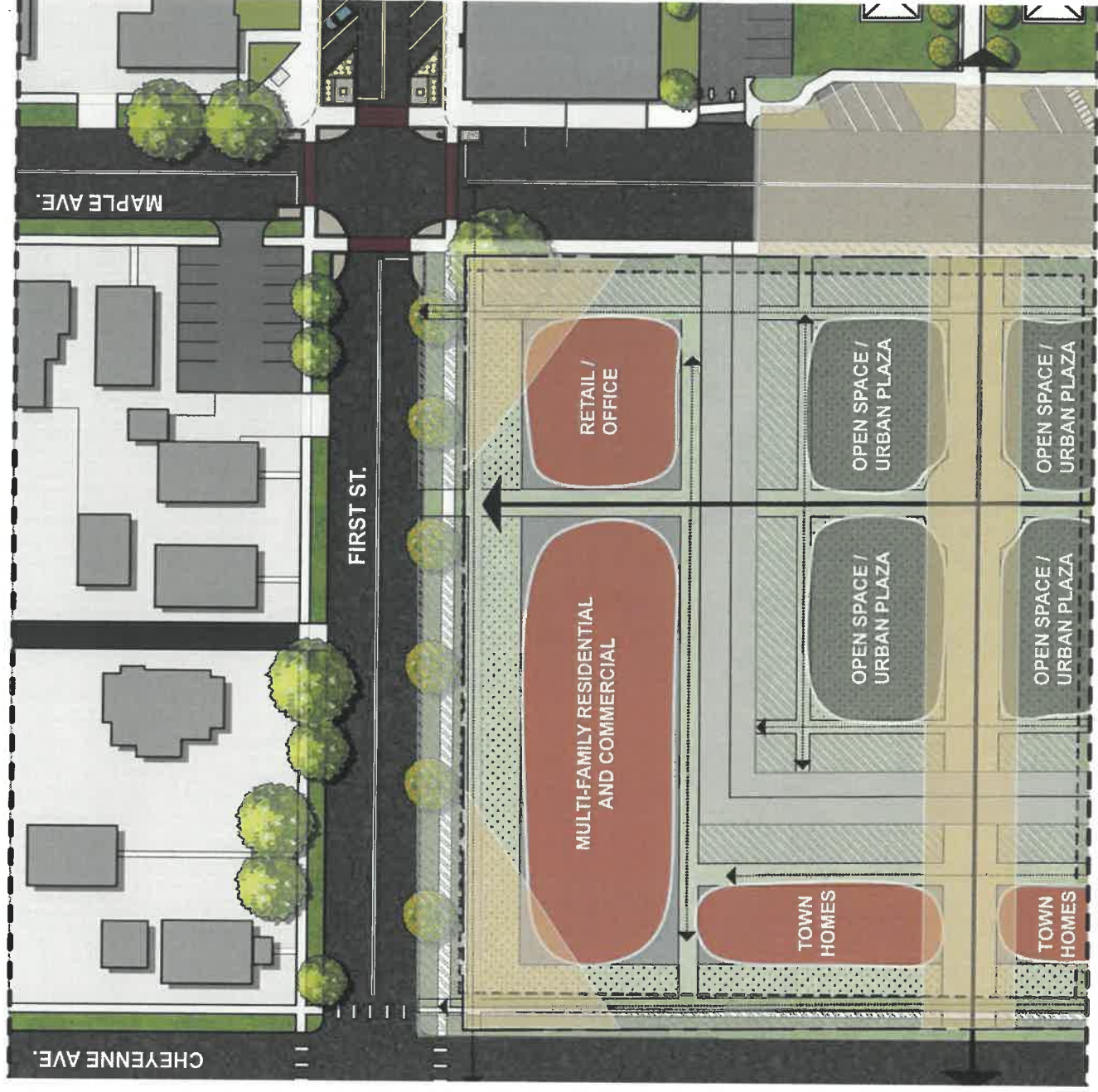


FINAL PLAN

Through developing a collective vision, goals, and topic areas, the final plan reflects the community and key stakeholders priorities and desires for the next 5 - 10 years to be incorporated into the revitalization of downtown.

This Downtown Revitalization Plan provides a picture of the future as seen by the Town, Hometown Revitalization Committee, and community members.

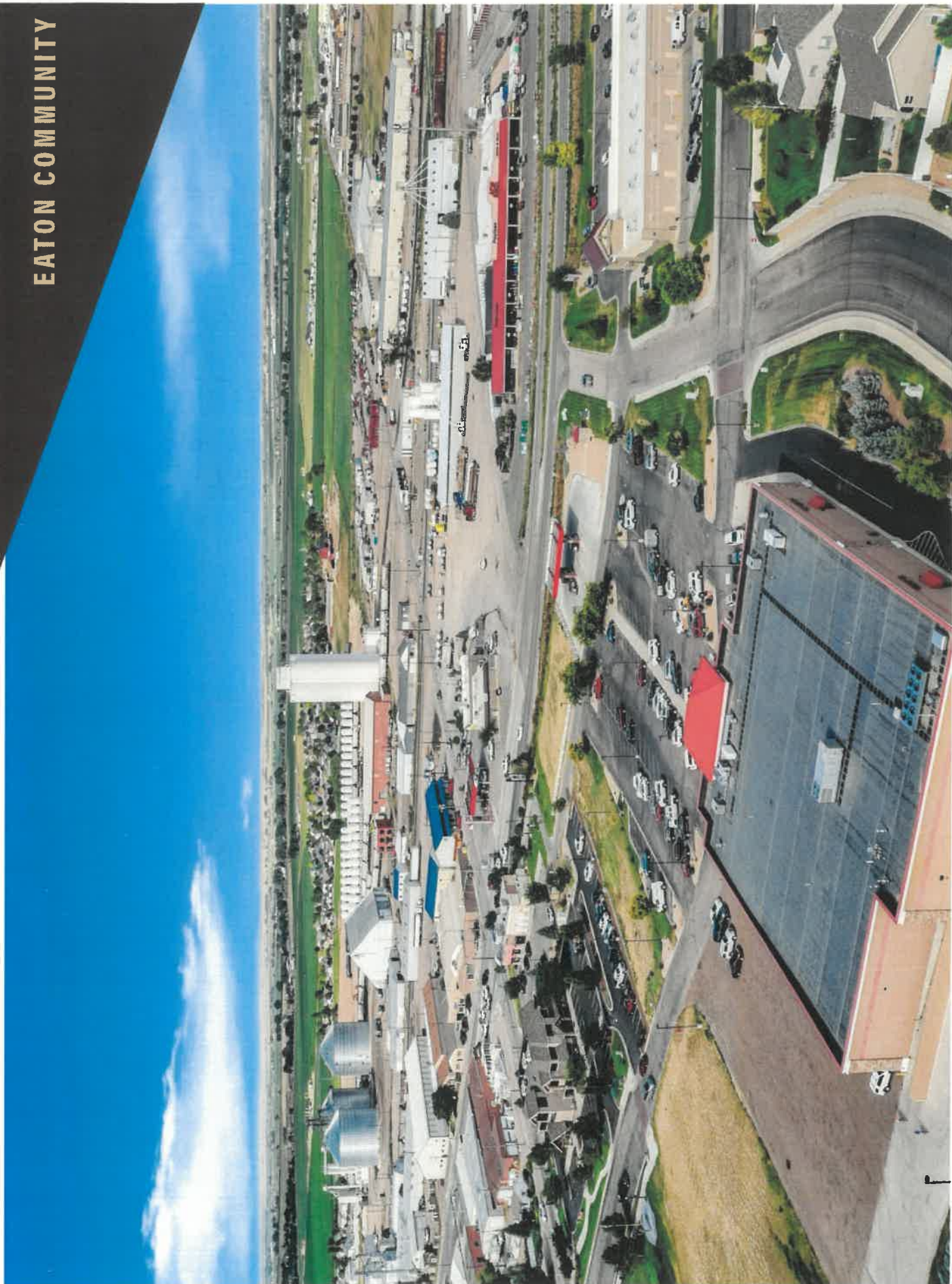
This project will be reviewed by Town staff under all applicable regulations, ensuring it considers ADA accessibility and pedestrian safety and visibility.





5 | ACKNOWLEDGMENTS

Many individuals and volunteers contributed to the development of this plan, including the public participation from the community. A special thank you to all individuals involved in an on-going basis.



HOMETOWN REVITALIZATION COMMITTEE

Weston Hager, Chair
Elizabeth Perkins, Secretary
Liz Heid, Trustee
Elaine Giersch, Member
Dawn Hass, Member
Marq Nichols, Former Member
Lanie Isbell, Former Member
Lynn Akney, Former Member
Liz Godsey, Former Member

TOWN OF EATON

Wesley LaVanchy, Town Administrator
Greg Brinck, Assistant Town Administrator
Jane Winter, Town Clerk
Jeff Schreier, Former Town Administrator

Karla Winter, Commissioner - Chair
Bond Baiamonte, Commissioner
Brad James, Commissioner
Glen Babcock, Commissioner
Jason Radke, Commissioner

Scott Moser, Mayor
Liz Heid, Mayor Pro-Tem
Coby Gentry, Trustee
Karla Winter, Trustee
Glenn Ledall, Trustee
Lee D. Griffith, Trustee
Nina Lewis, Trustee

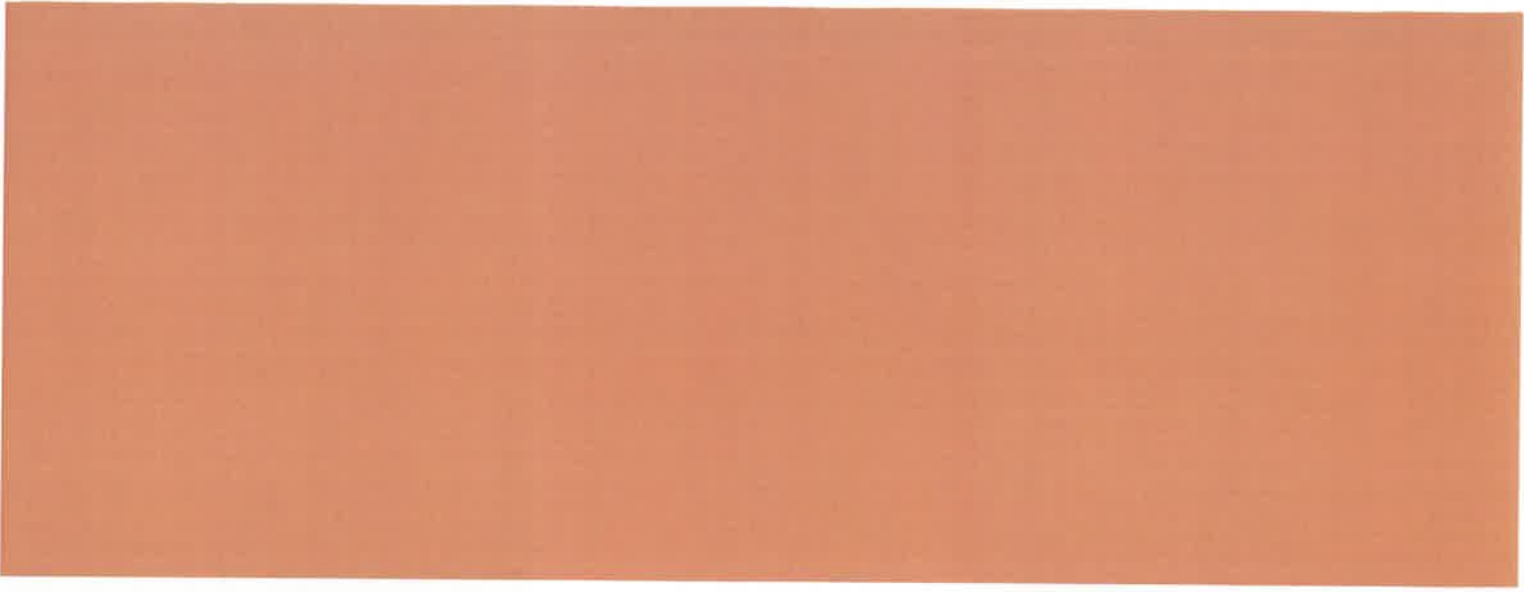
BASELINE ENGINEERING CORPORATION

Vince Harris - AICP, Principal Planner
Kortney Harris, Landscape Designer II
Lauren Richardson, Associate Planner

EATON SCHOOL DISTRICT

Jay Tapia, School District Superintendent



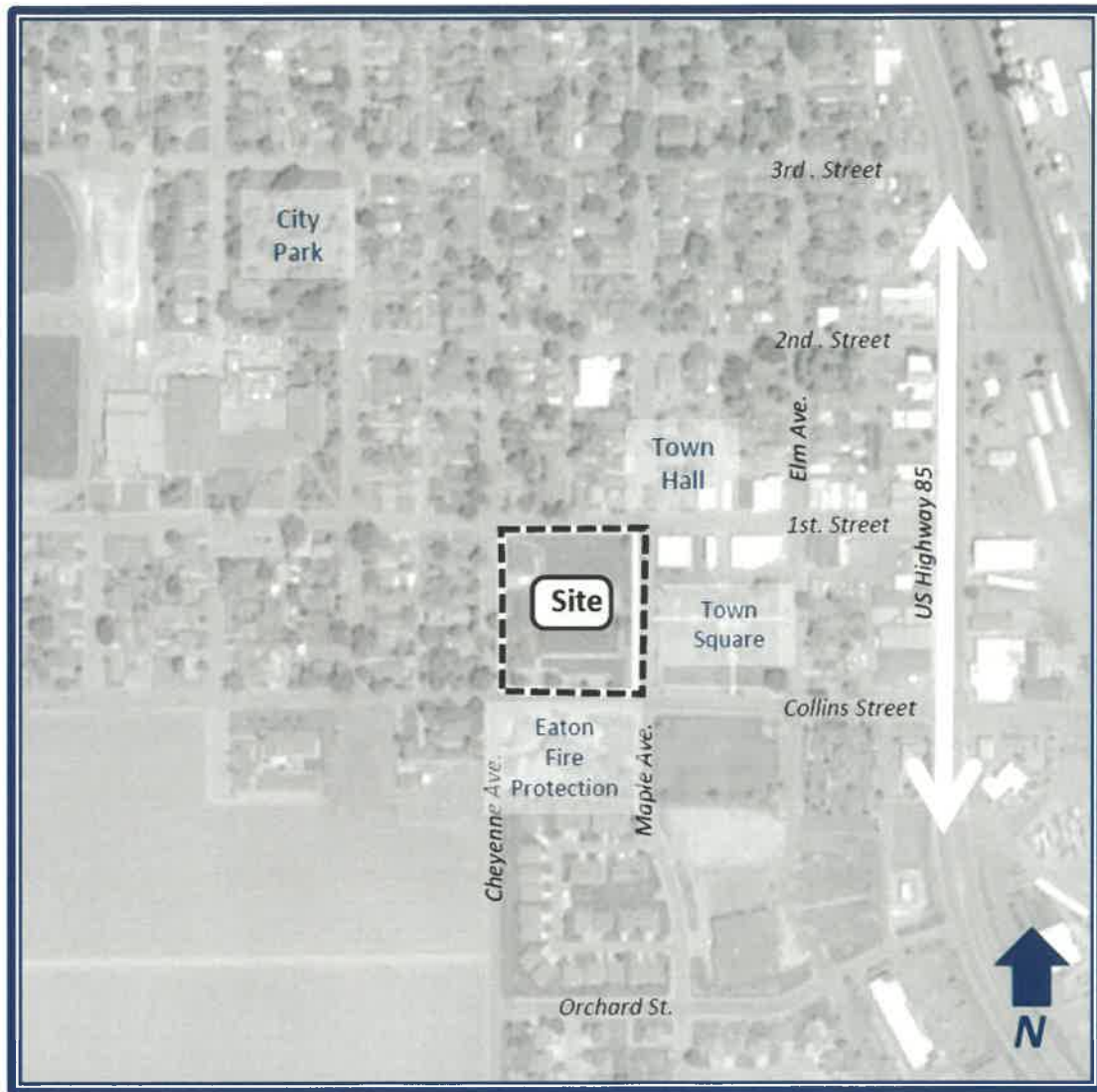


Town of Eaton

Established in 1892

Site Evaluation Report
Town of Eaton: Old Elementary School Site

June 15, 2023



Prepared by



Steamboat Springs • Golden • Colorado Springs • Loveland
Corporate Office: 112 North Rubey Drive, Suite 210; Golden, Colorado 80403

CONTENTS

- **Executive Summary**
 - **Site Analysis**
 - **Site Design**
 - **Zoning**
 - **Utilities**
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 - **Storm Water**
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- **Appendix**
 - **A: Property Report**
 - **B: Zoning Compliance**
 - **C: Site Analysis**
 - **D: Concept Plan**
 - **E: Water Use Dedication Memorandum**
 - **Sources/Bibliography**

The purpose of this report, drawings, and appendix material is to present a high-level overview of site features in order to improve potential development outcome through desktop research of public record and opinions from professional expertise. Despite a thorough approach, Baseline cannot guarantee municipal approval of the presented project due to variables such as unknown municipal preferences, changing criteria, varying interpretations of codes by reviewers, shifts in the political climate, and specific site details not fully captured in this high-level overview. Baseline accepts no liability for decisions or actions taken based on this report and recommends a more detailed investigation if project progresses.

Executive Summary

A. Site Information

The subject property is approximately 3.45 acres in size, and was previously the home of the Eaton Elementary School. The site is owned by the Weld County School District No. RE-2. The elementary school and associated improvements were demolished in 2023. Existing mature trees and portions of the athletic field was preserved. The site is bordered on the north by 1st Street, Cheyenne Ave. on the west, Collins Street on the south and Maple Ave. on the east. The Town Square is situated directly east of the site. Municipal facilities in the immediate area include Eaton Fire and Rescue on the south side, and the Eaton Town Hall northeast of the 1st and Maple intersection. The Eaton Police Department is located at the southeast corner of 1st St. and Maple Avenue.

Client wishes to redevelop the site for a residential – mixed use development that will incorporate “live-work” facilities, which will allow for retail and office uses, and higher density residential uses. The intent is to provide for needed affordable housing in the Town of Eaton, along with the continuation of the urban character of the Town’s core.

The Town intends to establish an “overlay” district for the site to incorporate the recently approved Corridor Plan for the Town Center and amend the Comprehensive Plan to secure desired land use, character and density for the site.

B. Site Design

The site design, as illustrated in Appendix D features Live-work structures on the north and south portions of the site. It is recommended the structures facing 1st Street and Collins Street feature retail or office uses on the ground floor with residential units above. Building placement and angled parking matches the existing arrangement along 1st Street and Collins Street east of Maple Ave. Zoning Code allows for building heights of 35', which suggests buildings that are no more than 3 stories high.

The structures on the west side of the site facing the existing residences along Cheyenne Ave. are shown as multi-family or town homes to maintain the residential character. A detached walkway will feature a shaded tree lawn. The townhomes should be placed to allow for garages and 20' driveways. Parallel parking along Cheyenne will accommodate guests.

A central plaza creates a visual and physical connection to the Town Square, and provides additional amenity for the new residents of the site. A drive way is shown to access the interior of the site from Maple Ave. This driveway will allow for parking on both sides. Consider closing the section of Maple Ave. between the two driveways to connect the Town Square with the site. The interior of the site could become a greenway or plaza, depending on the overall density of the site. It may be necessary to incorporate additional surface parking within this area – or to accommodate storm water management.

Pedestrian connections are provided throughout the site, including detached sidewalks with a tree lawn on the perimeter of the site, with connectors through the center of the site. The north-south connector is intended to align with the existing sewer line on the site.

C. Zoning

The existing zoning district for the subject property is R-2: Lower Density Residential. The R-2 Zoning District is intended for single-family detached residential units and two-family (duplex) residence with a maximum gross density of six (6) units per acre. This zoning district promotes the continuance of single-family neighborhoods that exist on the west and north sides of the property.

A change of Zone to PUD will be required to accomplish the mix of land uses as described and shown in the Concept Plan. The Town is expected to amend their Comprehensive Plan to allow for the mix of land uses and relative densities as shown in the Concept Plan and described herein. Per the Eaton Municipal Code, PUD zoning can only be applied to parcels 5-acres or more. However, the Town Board is expected to approve an Adjusted PUD zoning for this parcel by ordinance when the Comprehensive Plan Amendment is considered and approved.

(See appendix B: Zoning Compliance for basic requirements for current zoning districts for the site.)

D. Utilities

Utility Services, including water, sewer, electrical, telephone, gas and fiber optic services were capped and abandoned at the time of facility demolition in 2023.

Water: There are existing water mains in all four roadways adjacent to the subject property. The Town provides water. They purchase water wholesale from North Weld County Water District (NWCWD) who treats the Towns Colorado Big Thompson (CBT) water shares. The current recommendation is to allow 1.26-acre-feet to be permitted to be used for future development of the property. Additional water needs will be subject to raw water dedication.

The site is served by a single – 2” metered tap and can be used for future development without additional Plant Impact Fees (PIF) to the development.

There is an existing non-conforming well on the site, which historically has been used for irrigation of the school site as well as the Town Square located east of the site. It is unknown at this time if the well will be available for use for the future development of the site.

(See appendix E: Water Use / Dedication for Development of old Eaton Elementary, prepared by Northern Engineering (Town Engineer) May 16, 2023 for additional information and detail.)

Sewer: The Town provides sanitary sewer service. The main bisects the site between Collins and 1st Street. This is an 8” main that serves the residential areas located north of the site. The sewer line extends into Collins Ave, However, sewer service connections within the property limits are encouraged to avoid construction in Collins Ave. Increased usage beyond historic uses may require additional Plant Investment Fees (PIF).

E. Transportation

Collins Street along the south property line of the property is also known as County Road 74 outside of the Town limits. This Major Arterial roadway is subject to the County Road 74 Access Control Plan, prepared by Weld County Department of Public Works. Access from Collins into the site between Maple and Cheyenne Ave. will be prohibited.

F. Storm Water

The site is gently sloping west to east and has historically drained into inlet structures located at the corner of 1st and Maple, and at Collins and Maple. The existing site features that were removed in 2022 included buildings, concrete, asphalt and portions of the sod or landscaping. The estimated impervious area of the site prior to demolition is approximately 59%. The site is considered an infill site, and new development is expected to match or decrease the total impervious areas. If this is accomplished, a water quality pond will be required. Site designs with impervious area greater than 59%, will be required to provide storm water detention in addition to water quality.

G. Entitlements

The Entitlement processes for the Town of Eaton include the following steps:

1. Pre-application conference with staff
2. Preapplication Study Session with Planning Commission
3. Schematic Plan submittal
4. Planning Commission review of schematic plan – Planning Commission action
5. Town Board action on schematic plan
6. Final Development Plan
 - a. Includes change of zone application
 - b. Includes final plat application
7. Planning Commission action on Final Development Plan
8. Review of final development plan by Town Board – Town Board action
9. Construction Permit issued

The total process for development planning, engineering and entitlements is approximately 12-18 months depending on plan preparation timeframes initiated by the developer and developer consultants such as engineers, architects, MEP, geotechnical and other professionals needed to prepare required documentation.

Appendix

- **A: Property Report**
- **B: Zoning Compliance**
- **C: Site Analysis**
- **D: Concept Plan**
- **E: Water Use Dedication Memorandum**
- **Sources**

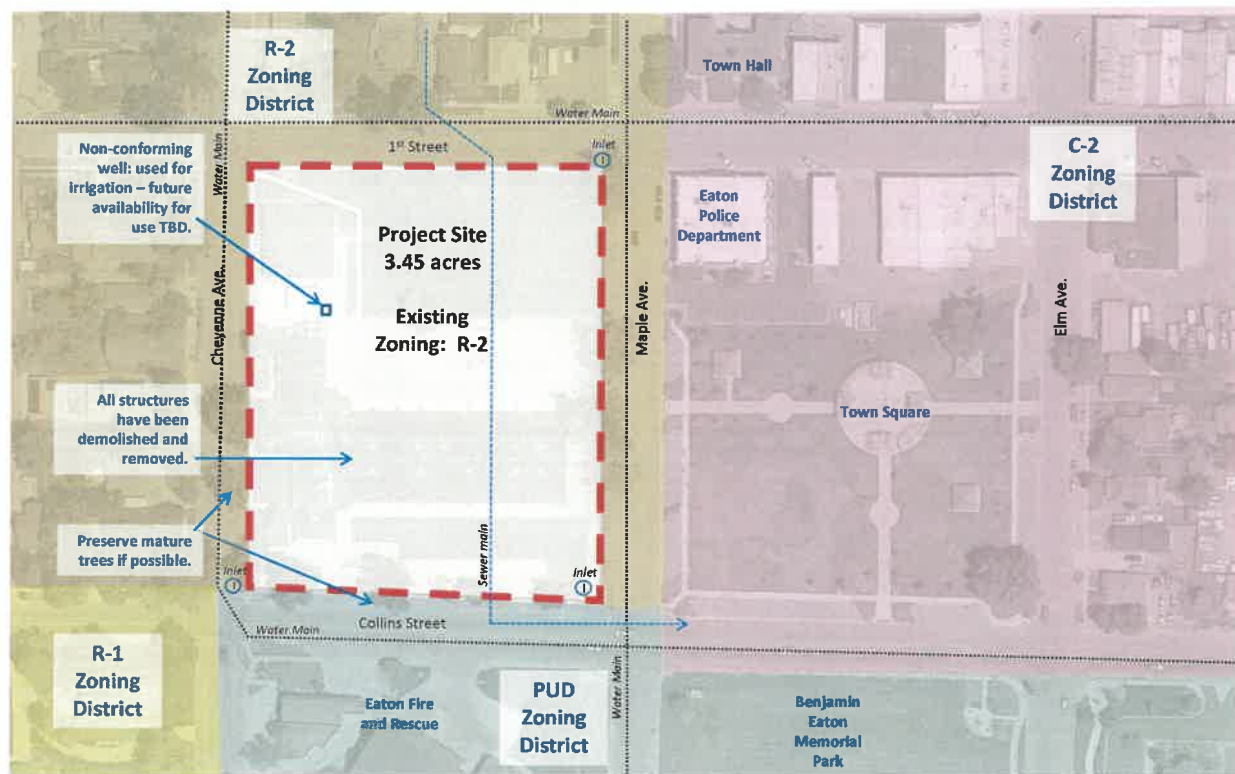
Property Research Summary
Old Eaton Elementary School

Property Address: 10 Cheyenne Ave, Eaton, CO 80615
Lat: 40.525288764294125
Long: -104.71514198528227
Section Township Range: S31 T7N R65W
County: Weld County
Political Jurisdiction: Town of Eaton
Parcel: 070931325001
Parcel Area: 3.45 Acres
Legal Description: ETN 14145 ALL BLK41
Property Owner: SCHOOL DIST NO RE-2
Owner Address: 200 PARK AVE
Owner City/State/Zip: EATON, CO 80615
Existing Land Use: Exempt
Fire District: Eaton Fire
Tax Authorities/Districts: AIMS JUNIOR COLLEGE
EATON AREA PARK AND RECREATION DISTRICT
EATON FIRE
EATON TOWN
HIGH PLAINS LIBRARY
NORTHERN COLORADO WATER (NCW)
SCHOOL DIST RE2-EATON
WELD COUNTY
Existing Zoning: R-2 Light Density Residential
Flood Hazard Zone: X
Water Service Provider: Town of Eaton
Sanitary Service Provider: Town of Eaton
Gas Service Provider: Atmos Energy
Electric Service Provider: Xcel Energy
Appendix Info:

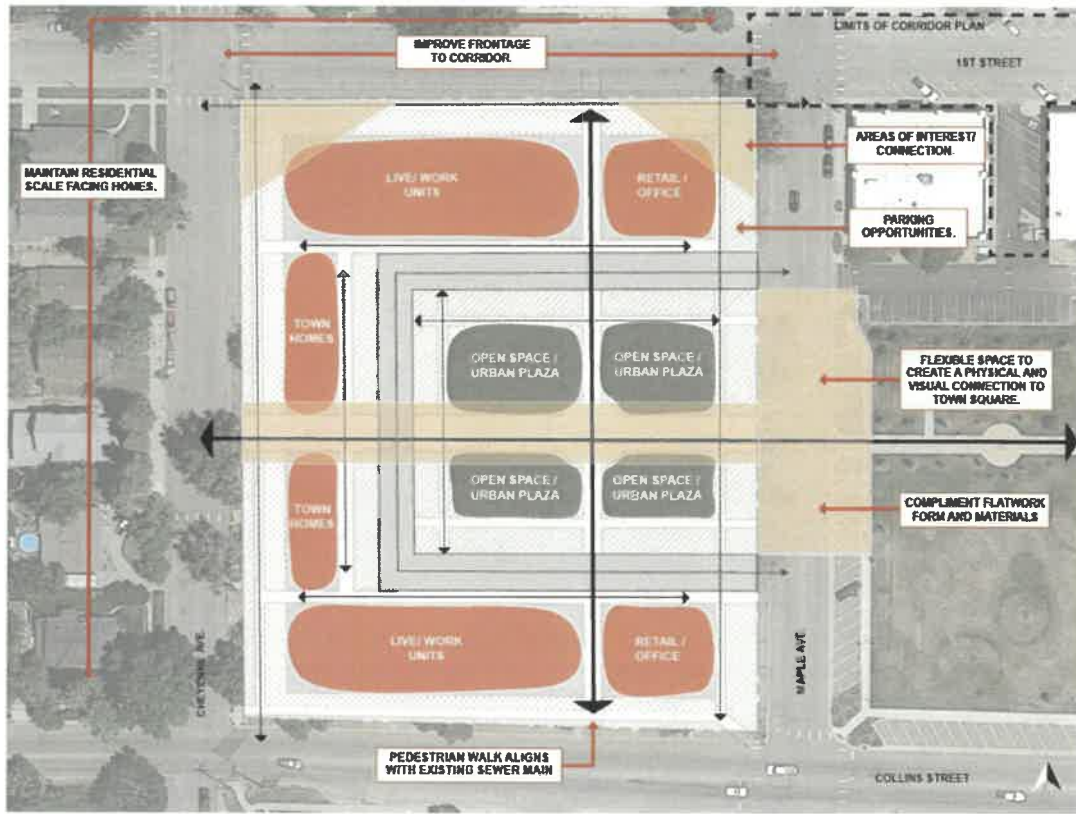
Property Research Summary Old Eaton Elementary School

Zoning Summary

Zoning District:	R-2: (Existing)	PUD
Minimum Lot Area:	6,000 SF	
Minimum lot demension:		
Minimum Lot Depth:		
Primary Street Setback:	20'	
Side Street Setback:	5' or 3xbldg. Height	
Interior Side Setback:	5' or 3xbldg. Height	5'
Rear Setback:	5' or 3xbldg. Height	
Max. Total Floor Area:		
Minimum Livable Open Space	20%	25%
Max Height:	30'	35'
Parking:	2 per dwelling	2 per dwelling, 1 per guest
Definitions:	Single-Family or Duplex	
Permit Process: (all applications)	a. Pre-application b. Schematic Design c. PC /TB Approval of Schematic Plan d. Final Development Plan e. PC/TB approval of Final Dev. Plan	
Required Documents:	Subdivision Plat	Change of Zone Subdivision Plat
Submittal Fees: Police	\$197 per du	197 per DU / \$204 per 1,000 SF
Community Parks	\$229 per du	\$229 per du
Municipal facilities and equipment:	\$64 per du	\$64 per du
Submittal fees:	TBD by Town Admin.	TBD by Town Admin.
Development Review Reimbursement	Yes	Yes



SITE ANALYSIS



Conceptual Site Plan



May 16, 2023

VIA EMAIL

Wesley LaVanchy, Interim Town Administrator
Town of Eaton
223 1st Street
Eaton, CO 80615

RE: Water Use / Dedication for Development of old Eaton Elementary

Dear Mr. LaVanchy:

Northern Engineering Services is pleased to submit this memorandum regarding the historical water usage at the old Eaton Elementary School (EES) located at the northwest corner of Collins Street and Maple Ave. In general, information/data as provided herein is based on information received by internal Town staff.

1.0 BACKGROUND

The Town of Eaton (Town) was incorporated in 1892, and until 1984, the Town's sole source of water was from wells. Since 1984, the Town has developed a supply of Colorado-Big Thompson (CBT) water shares and the CBT component of North Poudre Irrigation Company (NPIC) water that is treated and delivered by North Weld County Water District (NWCWD). The NPIC agriculture component is rented out annually.

Since the Eaton Elementary School (EES) site was established prior to 1984, specific dedications of CBT were not originally allocated, nor were meters installed for the property. However, on March 3, 1984, the first meter was installed at the EES site and as well as throughout the Town.

2.0 WATER DEDICATION REQUIREMENTS

2.1 HISTORICAL WATER USE

With changes over the decades to reporting and tracking, water usage data is readily available from November 2005 to the present. However, 17+ years of water use tracking is sufficient for the determination of historical use and trends.

The average annual treated water usage from the full years between 2006 through 2021 is 411,250 gallons/year through a 2-inch meter.

2.2 RECOMMENDED WATER DEDICATION

The recommended water dedication is based on historical water usage from 2006 and 2021. Since there has not been a consistent year-over-year trend of water usage, the recommendation is to allow 411,250 gallons (1.26-acre-feet) to be permitted to be utilized for the future development of the property and remain within the current projected uses of the Town so long as the property owner keeps the site active through payment of applicable water bills, such as base rate, usage, etc.

Should additional consumptive water be required, the development shall dedicate raw water as per Town Municipal Code, standards, and policies.

Should a less consumptive water be required, the development would relinquish the additional water balance. For the purposes of understanding the historical uses of this property, the intention is that the historical water use is specific to the property and is not transferrable.



2.3 RECOMMENDED TAP DEDICATION

The historical water meter and tap is based on a 2-inch meter. The recommendation is to allow for a 2-inch meter tap to be permitted for use in the future development of the property and remain within the current projected uses of the Town without additional PIF to the development.

Should additional and/or increase of meters and/or taps be required, the development shall be required to pay associated costs as per Town Municipal Code, standards, and policies for requirements above the 2-inch equivalent.

Should a smaller water meter and/or tap size be required, the development shall neither receive credit nor a refund from the Town. The existing water tap and meter is specific to the property and is not transferrable.

If you have any questions or concerns regarding our review of the materials, please do not hesitate to contact me directly at 970.488.1119 or bcurtis@northernengineering.com.

Sincerely,

NORTHERN ENGINEERING SERVICES, INC.

BRADLEY A. CURTIS, PE, CPM, LEED AP

Director of Municipal Services / Vice-President

cc: Greg Brinck, Assistant Town Administrator, Eaton

Sources

- County Road 74: Access Control Plan, September, 2020, prepared by Weld County Department of Public Works 1111 H Street, Greeley, CO 80631

Prepared in cooperation with
Town of Eaton
Town of Severance
Weld County
North Front Range MPO

- Eaton Municipal Code, as amended as of 11-17-2022.
- Town of Eaton: Downtown Revitalization Plan, Adopted April 6, 2023

**TOWN OF EATON, COLORADO
PLANNING COMMISSION**

RESOLUTION NO. 2023-02

**A RESOLUTION ADOPTING AN AMENDMENT TO THE TOWN OF
EATON COMPREHENSIVE PLAN TO INCORPORATE THE
DOWNTOWN REVITALIZATION PLAN, AS AMENDED**

WHEREAS, pursuant to C.R.S. § 31-23-206 and Section I of Chapter VII of the Eaton Municipal Code, the Town of Eaton Planning Commission is required to make and adopt a comprehensive plan for the Town of Eaton ("Town"); and

WHEREAS, by Resolution No. 2020-01, the Planning Commission adopted the Town of Eaton Comprehensive Plan, dated September 10, 2020 ("Comprehensive Plan"), and by Resolution No. 2020-18, the Town of Eaton Board of Trustees ("Town Board") approved the adoption of the Comprehensive Plan; and

WHEREAS, subsequent thereto, by Resolution No. 2023-01, the Planning Commission adopted an amendment to Comprehensive Plan to incorporate the Downtown Revitalization Plan, and, by Resolution No. 2023-07, the Town of Eaton Board approved the adoption of the amended Comprehensive Plan; and

WHEREAS, Vince Harris, of Baseline Engineering Corporation, a Colorado corporation, the Town Planner, after conferral with Town staff and the public, recommends that the Planning Commission adopt a second amendment to the Comprehensive Plan to incorporate an amended version of Downtown Revitalization Plan that includes a site evaluation report for the prior Eaton Elementary School, a copy of which is attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, on July 6, 2023, after due notice, the Planning Commission conducted a public hearing regarding adoption of such amended Downtown Revitalization Plan; and

WHEREAS, after review of the amended Downtown Revitalization Plan and based on the evidence presented during the hearing, the Planning Commission desires to adopt a second amendment to the Comprehensive Plan to incorporate the amended Downtown Revitalization Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE TOWN OF EATON, COLORADO, THAT:

Section 1. The Downtown Revitalization Plan, as amended, attached hereto as Exhibit A, is hereby adopted, and the Comprehensive Plan of the Town of Eaton, dated September 10, 2020, is hereby amended to incorporate such amended Downtown Revitalization Plan.

Section 2. To the extent of a conflict between the Eaton Comprehensive Plan, dated September 10, 2020, adopted by Resolution No. 2020-01, and the Downtown Revitalization Plan, as amended, the terms of the Downtown Revitalization Plan shall control.

Section 3. An attested copy of the amended Comprehensive Plan shall be certified to the Town of Eaton Board of Trustees and to the Weld County Board of Commissioners and, upon the approval of such bodies, filed with the Weld County Clerk and Recorder.

Section 4. All Resolutions, or parts thereof, in conflict with this Resolution are hereby repealed, except that such repealer shall not repeal the repealer clauses of such Resolutions nor revive any Resolution thereby.

Section 5. This Resolution shall be in full force and effect on and after the date of its passage and adoption.

PASSED, SIGNED, APPROVED, AND ADOPTED this 6th day of July, 2023.

Karla Winter, Chair

ATTEST:

Margaret Jane Winter, Town Clerk