

**TOWN OF LYONS
BOULDER COUNTY IGA TASK FORCE MEETING**

MEETING

LYONS TOWN HALL, 432 5TH AVENUE, LYONS, COLORADO

ZOOM LINK:

<https://us02web.zoom.us/j/82051695817?pwd=BDRfQUVjLSZzYjZMLpO6bSawatthm.1>

AGENDA

July 9, 2024

12:00 PM – 1:30 PM

- I. Roll Call
- II. Approve Agenda
- III. Approve Min From 1-July-24 Meeting
- IV. Mayor Rogin Address To Task Force – Insight Into How The IGA Was Developer (Q&A) (20 Min)
- V. Receive And If Needed, Discuss Data To Be Received By Staff From Lyons Fire And Utility Districts As Related To How They See These PAA Properties (10 Min) (Note FYI, Andrew/Victoria To Coordinate Collection Of The Data Was Confirmed After The Meeting)
- VI. Receive / Review / Discuss Info From Staff On Updates Around Recent Annexation Parcels In Eastern Corridor (5 Min)
- VII. WORKSHOP EFFORTS: (45 Min) Review Task Force Members Feedback On The Below Questions To Help Frame Our Areas Of Consideration For Recommendations To BOT:
 - VII.1. Part 1: For Each Parcel In Question, Consider What Makes This A Good Property To Consider For Annexation And What Benefits We Might Expect The Town To Gain From That Effort? Are There Any Specific Expected Gains That Could Make That Parcel A Must Have In The IGA?
 - VII.2. Part 2: For Each Parcel In Question, Consider If There Are Things That The BoT Should Understand / Explore Before They Agree That That Property Should Even Be On The IGA Map For Potential Annexation? Are There Any Specific Factors That Could Make That Parcel A No-Go For Inclusion On The IGA Map?
 - VII.3. Part 3: If Density Level Or Affordable/Approachable Housing Percentages (As Shown In Draft IGA) Need To Be Altered In Some Way, Why And To What Level (Up Or Down, Change Mix, Etc)? Are There Any Additional Requirements You Might Suggest The BOT Consider Placing Generally Or On Specific Properties?
 - VII.4. Action Item: ID Any That Should Be Added For Consideration And Any To Be Removed (Vote If Needed)
 - VII.5. Action Item: Determine Key Critical Criteria That We Want (If Any) To Ask The Board To Consider. Use A Red/Yellow/Green To Indicate Weight Of Matter In Their Deliberations (NOTE: Victoria Offered To Create A Spreadsheet We Can Use To Track Our Discussion)
- VIII. Summary Of Action Items

IX. Set Agenda For 16- July Meeting (Tentative 16-Jun Agenda Topic: Discuss Issues And Changes Recommended To The Actual IGA Document)

X. Adjournment

XI. Data Packet

XI.1. Risk Factor Video Link:

[HTTPS://VIMEO.COM/943418553](https://vimeo.com/943418553)

XI.2. Minutes And Attachments

Documents:

[DRAFT - IGA TASK FORCE MINUTES AND ATTACHMENTS - 7.1.24.PDF](#)

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WORKSHOP MEETING
LYONS TOWN HALL, 432 5TH AVENUE, LYONS, COLORADO

ZOOM LINK:

<https://us02web.zoom.us/j/82051695817?pwd=BDRfQUVjLSazYoJZMLpO6bSawatthm.1>

MINUTES

July 1, 2024

12:30 PM – 2:00 PM

I. Roll Call - Julie Jacobs, Jen Wingard, Wendy Miller, Martin Soosloff, Sonny Smith, Cindy Fisher, Douglas Mathews, Dave Hamrick (BoT liaison), Barney Dreistadt (PCDC), Andrew Bowen (staff liaison), Hannah Hippely (Boulder County liaison)

II. Approve Agenda – Wendy – motion to strike discussion of Housing Developers Guide – this is outside our purview. Affordable housing is not something we need to directly look at, it is already a common goal of ToL and BoCo and can be addressed by those bodies. Feels that this is beyond our scope. Doug feels that it is relevant because of the specificity on the IGA draft about density and affordable housing. Group will making a recommendation that specific criteria are used when reviewing annexation applications, but no need for detailed discussion of these criteria in our meeting. Motion and second to remove this discussion – approved unanimously. Fire and utility presentations are stricken from the agenda as they were not scheduled in advance. Cindy wants to add discussion about comparing the 2012 IGA and 2024 draft as it relates to changes in density – motion and second, approved. Approval of revised agenda – motion and second, approved unanimously.

III. Approve Min From 26-Jun Meeting – Doug revisions – bottom of page 1, add that the cost that is not covered is board and committee time, resident time, opportunity costs. Section 10 , add that we received blue line information and definition of highest and best use and density data from Andrew and comparison that went along with it. Motion and second to approve, unanimously approved.

IV. Task Force Discussion And Data Review

Comment from Victoria – remember that with an appropriate parcel, even without new development or change in use, it could be beneficial to the town financially. Might want to consider leaving them in the planning area simply for property tax benefits. Might be a reason to leave it on the IGA map even if there is no intent to do anything with it.

Cindy put a table together with comparison of 2012 and 2024 drafts – will be included in minutes. Discussion of Conner property development and detailed history of this specific parcel. Worked hard to identify the right place for the house and bridge – if it was important back then for it to be rural preservation, why is the County allowing us to contemplate a higher or different use? Hannah

– all of the properties that are contemplated to be added from last time, are areas of incremental growth at the edge of the town where facilities may be/are being provided. Recognition of the town's evolving needs over time, trying to allow some level of reasonable growth – what is appropriate if and when this parcel urbanizes. Andrew – need to understand the sequence of events – stormwater, fire, roads, utilities, all of this is rolled into the approval process, comments and recommendations are taken into consideration throughout the process. Sonny – need to recognize that technology and ability to develop things will change over time. Can't tie ourselves to today's technology. Other reason that Conner came on the radar is the owners asked to annex it, not necessarily to develop it.

“Clustering” – Andrew – trying to balance what the community wants with what is in the comp plan. With 1 acre estates, you could have 15 lots up in a parcel. Do you want 30 big houses spread out or do you cluster them to keep them in one place to minimize the overall impact? Also noted that the density percentages are in the IGA to set expectations for the developer.

Hannah – “requirements” for density that are outlined for each specific parcel – can be read in 2 ways - high density is not permitted rather than you must have low or medium density.

Can we identify criteria for the BoT to consider before an annexation will be considered rather than specific minimum or maximum densities? Density requirements are there because the ToL does not currently have other ways to require specific densities. Including this in the IGA creates inclusionary zoning for new annexations but leaves current zoning as is. Low density is the current R1 for 7000 lots, 6 units per acre.

BoT perspective – it would be good to get this group's recommendations more specifically if possible.

Wendy question – can a property owner ask BoCo to rezone and get all the tax benefits? It is possible, but generally does not get approved at the county level.

Density v affordable are 2 different issues and may be addressed separately.

Victoria – if we are going to take a property from Rural Preservation to an urbanized area, the county has goals for affordable housing and density – there is no benefit to the county for having one house annexed. Density requirements help accomplish a county goal – why would they let an RP property come into town unless it is meeting some other county goals as well (affordable and density goals)?

Doug – presented a table to try and rate each parcel on specific criteria – we need to figure out a structure for making actual decisions about recommendations.

Martin – there are a lot of confusing and grey areas, lots of effort to understand it all more thoroughly, but we are diving too deep into the minutia. Start with the list of properties, all the criteria, and a rating system to see how they rate out, then apply some of the parameters we are discussing. JJ - But do we know how to rate these things? Are there higher priority considerations that we can identify versus rating on every element?

Proposal to start with the map then go into detail on the language of the IGA. Try to get to general agreement on which parcels to include then break things down into main considerations for each – possible approach?

IV.1. Complete Review Of Site Visit Notes / Comments From Task Force – visit notes will be attached to minutes from 6.26 meeting.

~~IV.2. Discuss Site Selection Data From “Colorado Affordable Housing Developer’s Guide”~~

~~[HTTPS://DEVELOPERS-GUIDE.CHFAINFO.COM/PREDEVELOPMENT](https://developers-guide.chifainfo.com/predevelopment)~~

~~V. Fire Protection District (15 Min Presentation, 15 Min Q&A)~~

~~VI. Presentation On Lyons Utility Matters (Presenter: Pending) (Overview Of Lyons Water And Sewage As Related To Future Annexation And Development) (10-15 Min Presentation, 15 Min Q&A)~~

VII. Summary Of Action Items – members need to consider how to proceed with making decisions about the final recommendations – strategies for next steps. Follow up email outlines specific tasks prior to next meeting:

Part 1: For each parcel in question, consider what makes this a good property to consider for annexation and what benefits we might expect the town to gain from that effort? Are there any specific expected gains that could make that parcel a must have in the IGA?

Part 2: For each parcel in question, consider if there are things that the BoT should understand / explore before they agree that that property should even be on the IGA map for potential annexation? Are there any specific factors that could make that parcel a No-Go for inclusion on the IGA map?

Part 3: If density level or Affordable/Approachable Housing percentages (as shown in Draft IGA) need to be altered in some way, why and to what level (up or down, change mix, etc)? Are there any additional requirements you might suggest the BoT consider placing generally or on specific properties?

Keep thinking about how we can best articulate our various recommendations to the BoT

VIII. Set Agenda For Next Meeting (9-July-24) Key Topics: (1) IGA Document Review / Discussion, (2) Recommendation Development Framework And Process Discussion

- Mayor Rogin presentation on how we got to this point and to answer any questions.
- Receive and if needed discuss data to be received by staff from Lyons Fire and Utility districts related to the potential annexation properties.
- Review properties on maps, ID any that should be added for consideration and any to be removed (vote if needed)
- Determine key critical criteria (if any) that we want BoT to consider – use a red/yellow/green rating system to indicate weight of matter in the deliberations


IX. Adjournment – 2:00 PM

Lets Talk About Affordability/Attainability - generally and specifically

The *General* part...

Affordable housing typically serves those households whose income represents 30% to 60% of Area Median Income.

Attainable housing (workforce) typically serves those households whose income represents 60-120% of Area Median Income.

&  Up to 30% of your income

The *Specific* part...

Boulder County Area Median Income Chart

Household Size	30% AMI	40% AMI	50% AMI	60% AMI	80% AMI	100% AMI	120% AMI	140% AMI
1	\$27,900	\$37,200	\$46,500	\$55,800	\$74,400	\$93,000	\$111,600	\$130,200
2	\$31,890	\$42,520	\$53,150	\$63,780	\$85,040	\$106,300	\$127,560	\$148,820
3	\$35,880	\$47,840	\$59,800	\$71,760	\$95,680	\$119,600	\$143,520	\$167,440
4	\$39,840	\$53,120	\$66,400	\$79,680	\$106,240	\$132,800	\$159,360	\$185,920
5	\$43,050	\$57,400	\$71,750	\$86,100	\$114,800	\$143,500	\$172,200	\$200,900

Source: Boulder Housing Partners (2023): <https://boulderhousing.org/rentals/qualification-chart-and-ami-defined/>
Extrapolation: Bohannan Huston, Inc.

Household Size	30% AMI	40% AMI	50% AMI	60% AMI	80% AMI	100% AMI	120% AMI	140% AMI
3	\$35,880	\$47,840	\$59,800	\$71,760	\$95,680	\$119,600	\$143,520	\$167,440
Affordable Monthly Cost	\$897	\$1,196	\$1,497	\$1,794	\$2,392	\$2,990	\$3,588	\$4,186
Affordable Annual Cost	\$10,764	\$14,352	\$17,964	\$21,528	\$28,704	\$35,880	\$43,056	\$50,232

Affordable

Attainable

Source: Boulder Housing Partners (2023): <https://boulderhousing.org/rentals/qualification-chart-and-ami-defined/>
Extrapolation: Bohannan Huston, Inc.

Lyons by the Numbers - Housing Environment

U.S. Census Bureau, American Community Survey 5-Year Estimates (2017-2021)

Median Household Size: 2.46 people

Total # of Housing Units: 892

→ Total # of *occupied* Housing Units: 875

→ Percent of occupied single-family detached housing units: 82% (721 units)

owner occupied: 652

renter occupied: 69

→ Rental unit housing type breakdown (of 188 occupied units)

Single Unit Detached	Single Unit Attached	2 Apartments	3 or 4 Apartments	5 to 9 Apartments	10+ Apartments	Mobile home or other
37%	20%	10%	3%	11%	10%	9%

→ Owner-occupied housing type breakdown (of 687 occupied units)

Single Unit Detached	Single Unit Attached	2 Apartments	3 or 4 Apartments	5 to 9 Apartments	10+ Apartments	Mobile home or other
95%	2%	0%	2%	0%	0%	1%

Note: Single Unit Attached = duplex, triplex, townhome, etc...

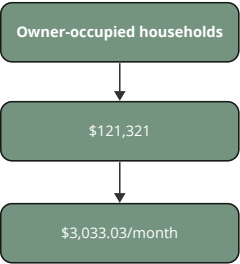
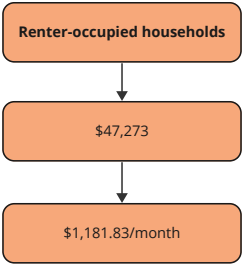
Lyons by the Numbers - Financial Environment

U.S. Census Bureau, American Community Survey 5-Year Estimates (2017-2021)

Median Household Income: \$111,982

Median Household Income

"Affordable" housing cost
(30% of annual income)



Median Listing Price August 2023: \$895,000

Median Sale Price August 2023: \$873,500

What's the mortgage look like (generally)?

Down payment: \$87,350

Loan amount: \$786,150

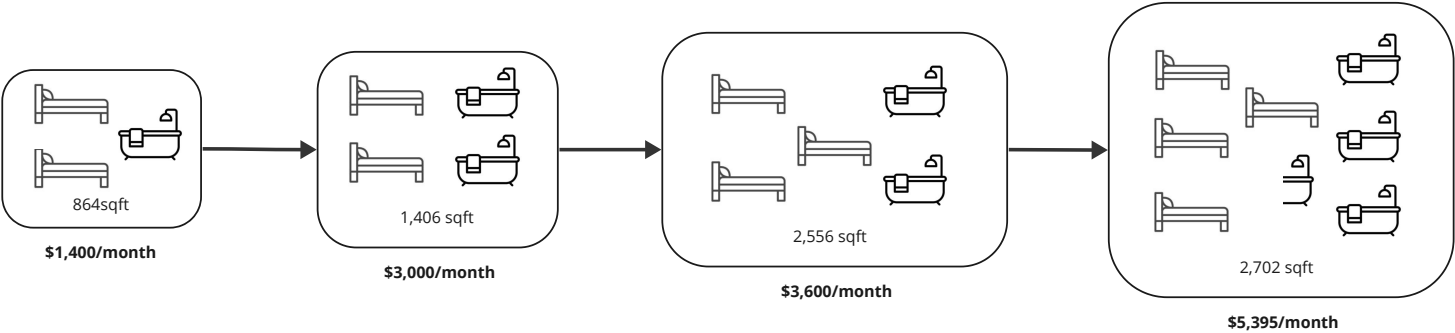
Loan term: 30-year fixed

Interest rate: 8.683%

Monthly payment: \$6,187

Median Housing Cost - Renter households: \$1,403

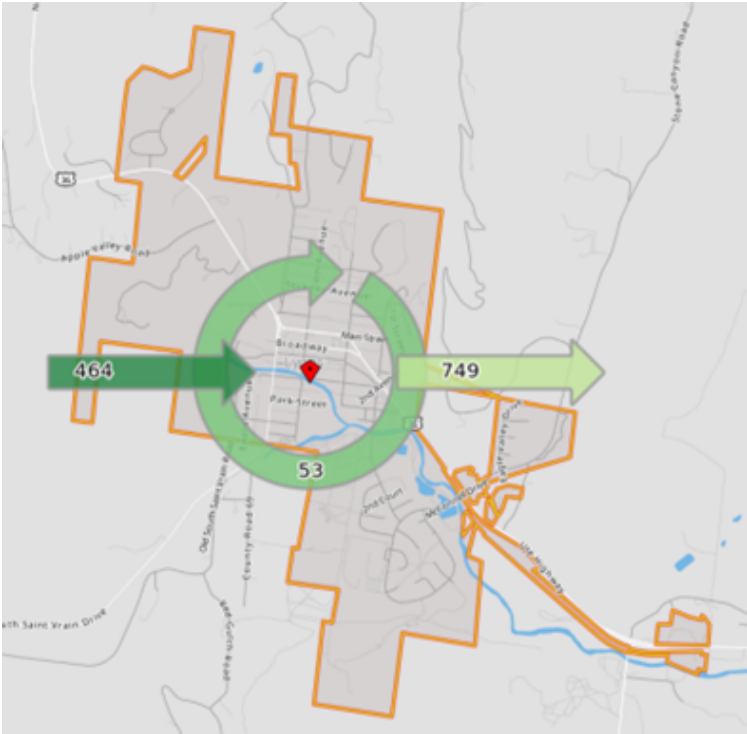
Available Rental Stratification - single-family unit *(as of August 2023)*



Available Rental Stratification - one-bedroom "apartment": \$600 - 1,817/month

Lyons by the Numbers - Commuting Workforce

U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics (2020)



Inflow/Outflow Job Counts (All Jobs)

2020

- Employed in the Selection Area
- Employed in the Selection Area but Living Outside
- Employed and Living in the Selection Area

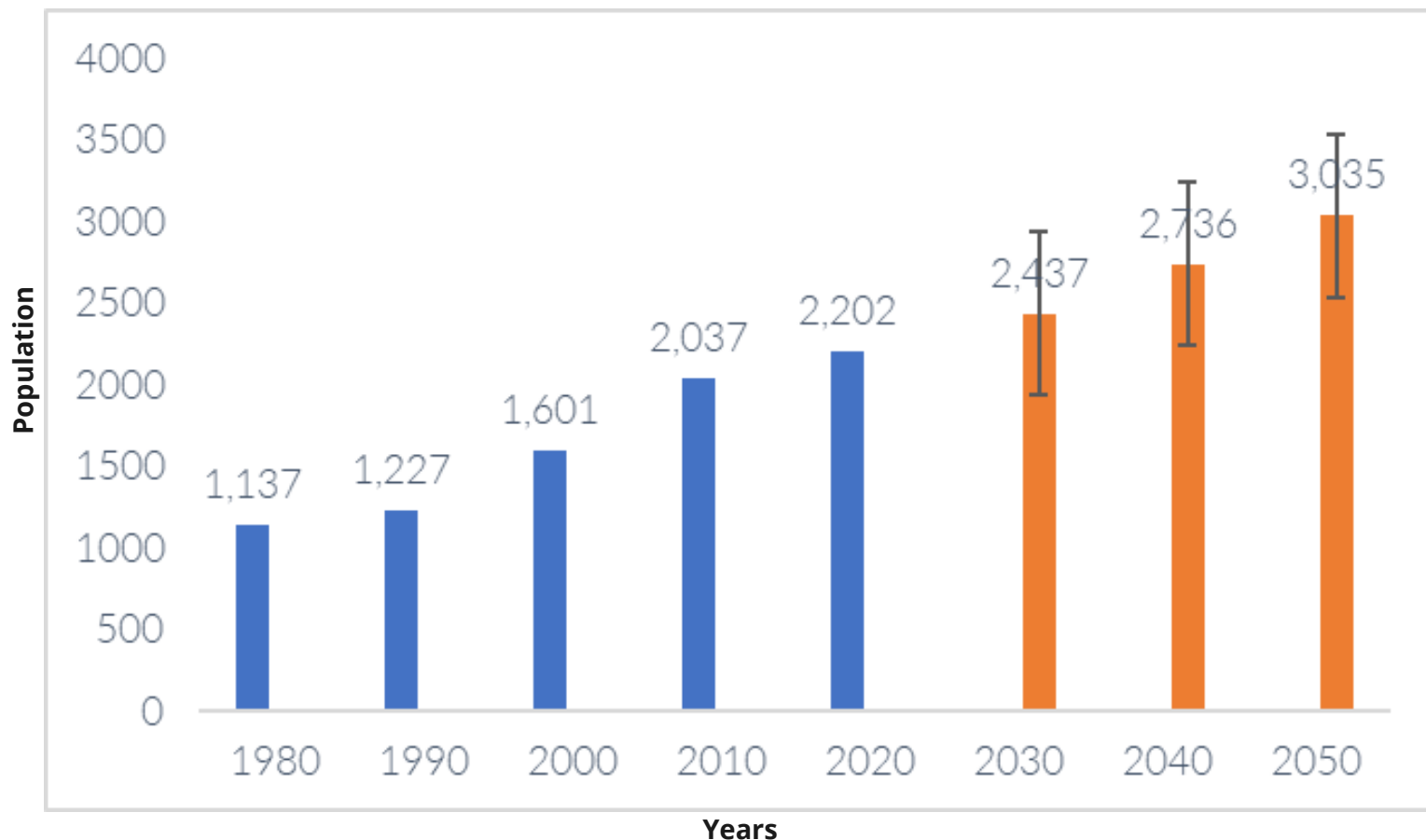
Count	Share
517	100.0%
464	89.7%
53	10.3%



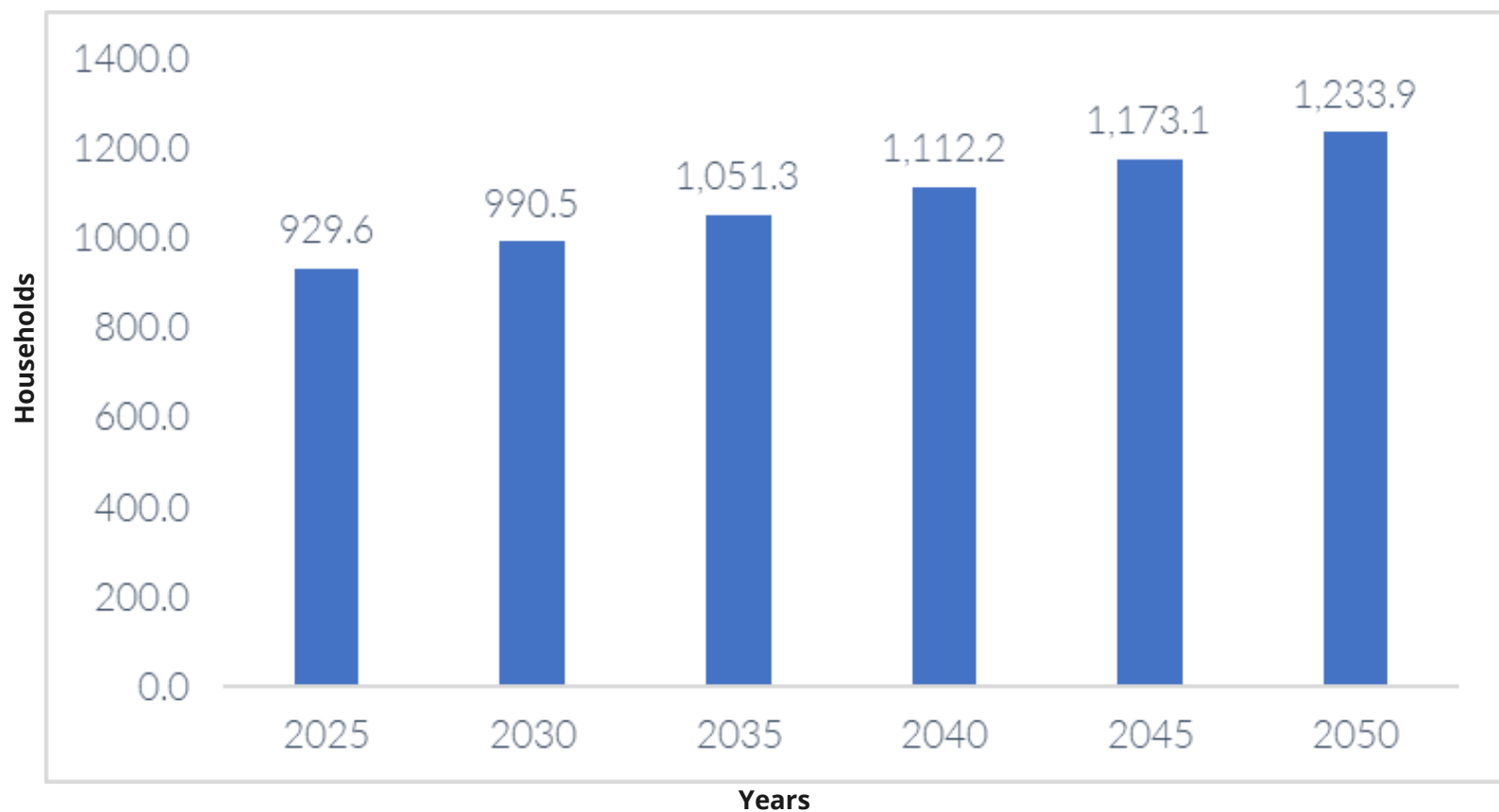
Lyons - Current and Forecasted Housing Needs: Supply and Demand

U.S. Census Bureau, American Community Survey 5-Year Estimates (2017-2021)
Bohannon Huston, Inc.

Historic and Future Population Projection

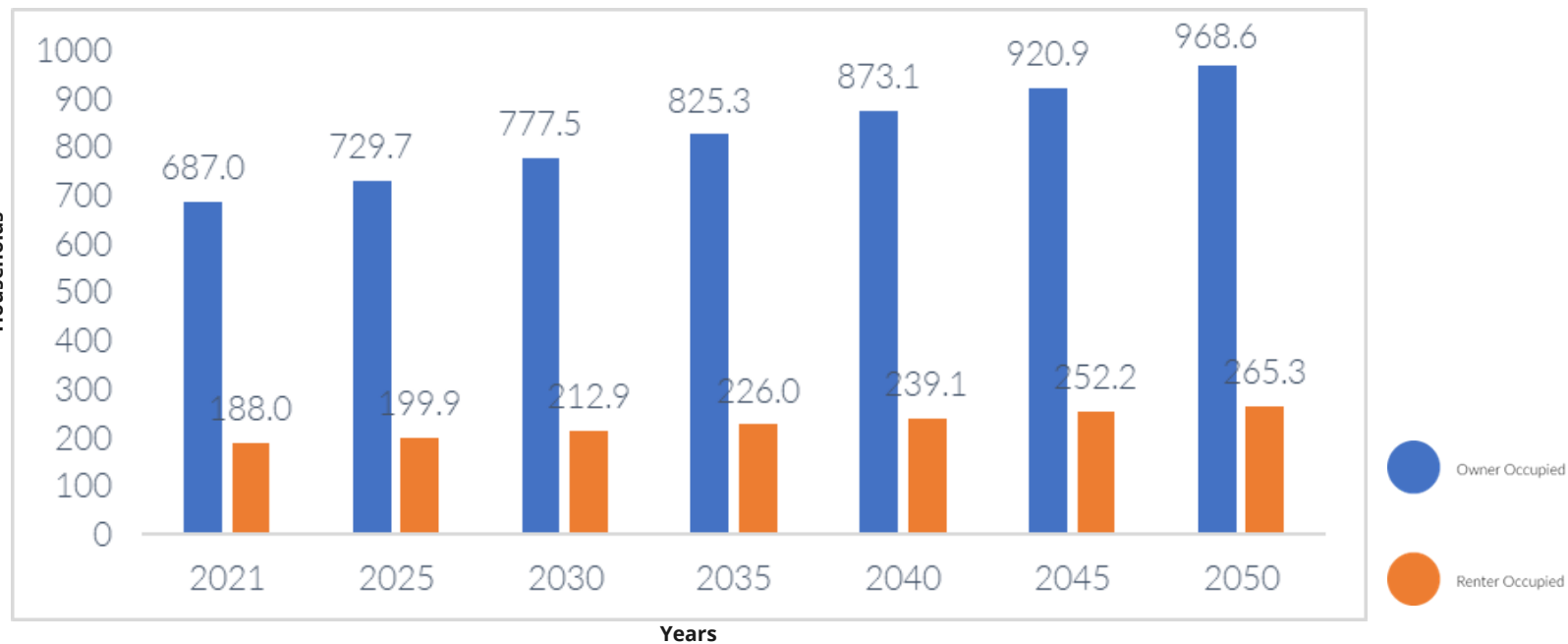


Forecasted Number of Total Households



Forecasted Households By Tenure - Two Scenarios

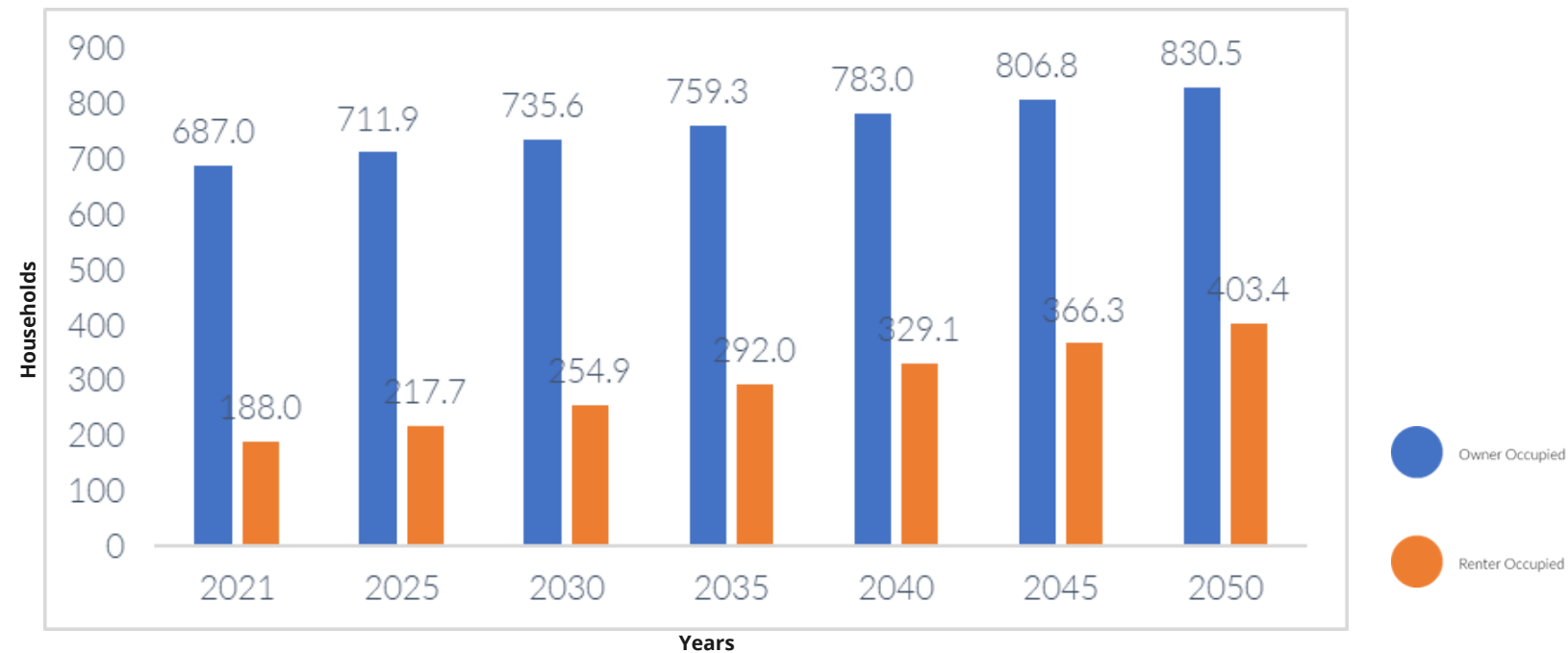
Scenario 1: Current separation between tenure types exists in perpetuity
78.5% Owner Occupied | 21.5% Renter Occupied



Scenario 1 Outcomes

	2021	2025	2030	2035	2040	2045	2050
Occupied Units	892	930	990	1,051	1,112	1,173	1,234
Owner Occupied	687	730	778	825	873	921	969
Renter Occupied	188	200	213	226	239	252	265
Average Household Size	2.46	2.46	2.46	2.46	2.46	2.46	2.46
Population Accommodated	2,152	2,287	2,437	2,586	2,736	2,886	3,035
Owner Occupied	1,690	1,795	1,913	2,030	2,148	2,265	2,383
Renter Occupied	462	492	524	556	588	620	653
Additional Units Needed		38	98	159	220	281	342
Owner Occupied		30	77	125	173	221	268
Renter Occupied		8	21	34	47	60	74

Scenario 2: Separation between tenure types is adjusted to support an increase in renter occupied households



Scenario 2 Outcomes

	2021	2025	2030	2035	2040	2045	2050
Occupied Units	892	930	990	1,051	1,112	1,173	1,234
Owner Occupied	687	712	736	759	783	807	830
Renter Occupied	188	218	255	292	329	366	403
Average Household Size	2.46	2.46	2.46	2.46	2.46	2.46	2.46
Population Accommodated	2,152	2,287	2,437	2,586	2,736	2,886	3,035
Owner Occupied	1,690	1,751	1,810	1,868	1,926	1,985	2,043
Renter Occupied	462	536	627	718	810	901	992
Additional Units Needed		38	98	159	220	281	342
Owner Occupied		29	73	115	155	193	230
Renter Occupied		9	25	44	65	88	112

DOLA HB21-1271 - Innovative Affordable Housing Strategies (Planning Grant)

- Use of vacant publicly-owned property for affordable housing development
- Subsidize/reduce local government fees
- Expedited development review for affordable housing up to 120% AMI
- Expedited development review for acquiring or repurposing underutilized commercial property
- Density bonus program for housing need
- Promote sub-metering utility charges for affordable housing
- Dedicated funding source to subsidize affordable housing infrastructure costs and fees
- Middle multi-family use by right in single family residential zoning districts
- Affordable housing as a use by right in residential zoning districts
- ADU use by right in single family zoning districts
- Allow planned unit developments (PUDs) with integrated affordable housing units
- Allow small square footage residential unit sizes
- Lessened minimum parking requirements for new affordable housing
- Land donation/acquisition/banking program
- Inclusionary zoning ordinance (HB21-1117)

Lyons Housing Futures Plan - Initially Identified *Potential* Strategies

- **Use of vacant publicly-owned property for affordable housing development**
- **Subsidize/reduce local government fees**
- **Expedited development review for affordable housing up to 120% AMI**
- Expedited development review for acquiring or repurposing underutilized commercial property
- **Density bonus program for housing need**
- Promote sub-metering utility charges for affordable housing
- Dedicated funding source to subsidize affordable housing infrastructure costs and fees
- **Middle multi-family use by right in single family residential zoning districts**
- **Affordable housing as a use by right in residential zoning districts**
- **ADU use by right in single family zoning districts**
- Allow planned unit developments (PUDs) with integrated affordable housing units
- **Allow small square footage residential unit sizes**
- Lessened minimum parking requirements for new affordable housing
- **Land donation/acquisition/banking program**
- **Inclusionary zoning ordinance (HB21-1117)**

Proposition 123 (commitment by November 1, 2023)

1. Up to \$43.5 million a year, estimated, for land banking. Governments and nonprofit developers would get loans to buy land for future projects. The loans are forgiven if affordable housing projects are started within a decade.
2. Up to \$121.8 million yearly for grants for financing low- and middle-income multi-family housing, as well as providing direct support to renters.
3. Up to \$60.9 million for debt financing for projects that qualify for affordable housing tax credits, as well as for [modular and factory-based housing builders](#).
4. Up to \$58 million for grants and loans for nonprofits and community land trusts that help people buy homes, as well as money for mobile home community residents who want to purchase the parks where they live.
5. Up to \$52.2 million for programs for people experiencing homelessness or at risk of it, including for rental assistance, housing vouchers, eviction defense and housing development.
6. Up to \$5.8 million to help local governments process applications and plans for housing projects.

Source: CPR News - <https://www.cpr.org/2022/10/17/vp-2022-colorado-proposition-123-affordable-housing-income-tax/>

<p>Local Government Affordable Housing Baseline Reference Data Table</p>

Community	Income Limit Type	Affordable Housing Baseline Estimate	Three Year Commitment Estimate	Annualized Commitment Estimate
Lyons	Own AMI - Boulder County	80	8	3

Source: DOLA Division of Housing - <https://docs.google.com/spreadsheets/d/1mm6gtUGC7jb26nn4Mcz8MxaHooWjadUCNbxOxYu8pyXk/edit#gid=0>

Program Target: 60% AMI or less —————→ \$71,760 —————→ \$1,794 or less/month

Implementation Requirement: Fast-track approval process (90 or 120 days for affordable housing developments.

Evolution of Site Analyses 2012-2024

Data Source	Boone, Carpenter, Connor (alt Long Peak Drive)	Hawkins	Loukenon	Harkalis/Beehive
2012 IGA	Rural Preservation	placed in Primary planning Area	placed in Primary Planning Area	Not in IGA
2014 Housing Site Analysis	Did not meet threshold do not develop	Non viable housing site	Non viable housing site	Non viable housing site
2023 Lyons Thrive	Rural Neighborhoods	Mixed use	Mixed use, Future Opportunity Area (likely after this IGA expires)	Rural Neighborhoods
2024 Draft IGA	Potential Annexation Area (PPA), Required Density: Low-Medium Density	Potential Annexation Area (PPA), High Density	Potential Annexation Area (PPA), A & B Med or High Density is required	Potential Annexation Area (PPA), Med or High Density is required
Density definition	Low: 6 units/gross acre (min & max), Medium: Twelve units/gross acre (6 min - 12 max) High: 16 units/gross acre (12 min - 16 max) A unit is not necessarily a single family house			

Town of Lyons, IGA TASK FORCE - Data Collection Document

Site Selection Criteria for Affordable Housing

<https://developers-guide.chfainfo.com/predevelopment>

Source: Colorado Affordable Housing Developer's Guide
(Data Provided by Administrator Simonson, Exec Summary by D. Matthews)

Key Criteria Executive Summary:

Introduction / Overview (by IGA Task Force Chair, D. Matthews): While the IGA is intended to focus on land use and identification of lands for potential future annexation, the Lyons 2024 Draft IGA has been crafted to include specific requirements for each land parcel that would be considered for annexation which include both housing density requirements (minimum and maximum density) as well as specific requirements for the % of affordable housing that must be included in order for that land to be considered for annexation.

Lyons / Boulder County Approach: At present, it appears, surprisingly, that no such consideration is being used by either the Lyons Board of Trustees or Town Planners nor that of the team in Boulder County based on the request for such criteria on behalf of this Task Force.

When seeking such site selection criteria on behalf of this Task Force in order to understand the consideration applied related to the properties included and the Affordable/Approachable Housing requirement for each parcel included in the Draft IGA review process, the following responses were received:

Lyons: ***"The idea of choosing a property based on its appropriateness for affordable/attainable housing development was not a part of staff's methodology for choosing new parcels for proposed annexation. The parcels proposed to be added were chosen due to their location, continuity to Town limits, and requests from property owners (not developers)."*** (Lead Planner A. Bowen, 25-Jun-2024)

Boulder County: ***"I don't know of such a site selection criteria. I would imagine the criteria for developing affordable housing are very similar to that of market rate housing since the difference between the two is generally the type of financing. Available land with access to urban services is generally the starting place for any development. In the case of the properties added to the IGA as potential annexation areas, these were properties that town staff brought to the discussion as possibilities for the expansion of the town and my understanding is that these were areas adjacent to town, where services could potentially be extended, where property owners had expressed interest in annexation, where development could be feasible, etc. The level of detail I think you are looking for at this time regarding development potential simply has not been done and***

Town of Lyons, IGA TASK FORCE - Data Collection Document

generally would not be undertaken if there is not even the possibility that annexation could be requested as engineering, geotechnical studies, etc. are quite costly. The affordable housing elements are a layer on top of that intended to ensure that any development provides some diversity in housing. I did not see this as an exercise in finding locations for affordable housing rather considering where additional growth may be entertained and trying to ensure that if and when it does the community needs and benefits are achieved."

(Boulder County Leason, Hannah L. Hippely, AICP | Long Range Planning Division Manager, 27-June-2024)

Considerations: As outlined in the above reference [Colorado Affordable Housing Developer's Guide](#), not all locations are equally suitable for such affordable housing developments given the needs of the population that such development is intended to support. The guide goes into great detail on what makes one site more suitable than another.

Below is a summary of the key elements of that guide but **a full reading of the document is recommended** for anyone involved in such planning or decision making.

- **Affordable Housing:** definitions, targeting affordability (AMI calculations: 30, 50, 60, 80, 120 Percent. Extremely low-income, low-income, moderate-income, workforce.
- **Development Process Overview:** Develop concept, Feasibility Assessment, Securing Financing, Development, Post Development.
- **Housing Needs:** Income level, price points, disabilities, older adults, homeless, supply and demand mismatches, housing types, location). Need housing needs assessment.
 - Create a Development Model: What type and how much housing is needed. What are your housing affordability goals? What are your AMI's? Will your tenants buy, rent or rent to own?
- **Individual Stakeholders:** target population, neighborhood residents, community stakeholders. Engagement matters, transparency matters and engage the community/plan your approach
- **Site Selection:** Examine land and what meets goals developing affordable housing
 - **Physical & Environmental Factors:**

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-Slope: Change in Elevation. Most site-selection guidance rules out 10% grade or higher due to cost (moving soil, stormwater management infrastructure, etc.)

-Drainage/Hydrology: must be considered.

-Soil: Conditions must be considered.

-Environmental Consideration: Natural and Human made (flood, fire, wildlife, etc.)

-Parcel Size & Shape: How development fits and connects with its surroundings.

-Existing Utilities & Infrastructure: Access to existing utilities and infrastructure important for new housing construction, where site improvements to extend or add new/significant upgraded onsite infrastructure may be cost-prohibitive.

Capacity for additional hookups to existing infrastructure or utility lines.

* Water lines, Sewer lines, Trash service, Electric, Gas, Broadband, Transportation Access, frontage roads, road access.

-Regulatory Factors: Current Zoning, Type of projects (specific groups, do zoning classifications incentives for housing affordability, services, public benefits, requirement of affordable housing units to be provided as part of new development).

-Location Factors: Consider where the site is located. (accessibility standard/ADA)

-Financial Factors: Cost of site selection/property values. See document for more information.

-Private land & Property Acquisition: Off market acquisition, right of first refusal. See document for more information.

-Community-serving land and property: See document for more information.

-Market Feasibility: Market study on housing needs assessment, Housing Development Models, Team and Roles. Market study is used to build an understanding of how your development on the selected site will fit into the community and what demands will be met. A new market study will need to be completed specific to each new development. This shows the feasibility and whether it is likely to be successful. This is a key risk-

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management tool. Need development description, location analysis, comparability analysis, site analysis.

Key considerations-homeless, families, people with disabilities and special needs, single people, workforce, people with specific income levels. See document for more information regarding financing.

Make sure you understand developers costs and use your financial feasibility analysis results.

-Accessibility Requirements: Zoning, Location (will site support independence and is the location near services that would be used by residents like transportation access to job center and grocery stores), Infrastructure (does site have ADA-accessible infrastructure as in sidewalks, curb cuts, accessible pedestrian signals)

-Financial Feasibility: Back of the Envelope (BOE) calculations can provide rough and quick estimate of project cost and feasibility. See documentation for more information.

-Design and Development Phasing: A development doesn't always need to be completed all at once. Can be a step process. Green building, sustainability and health should be incorporated along with designing for people of all abilities. See document for more information.

-Project Construction: See document for more information.

-Project Operations and Compliance: See document for more information.

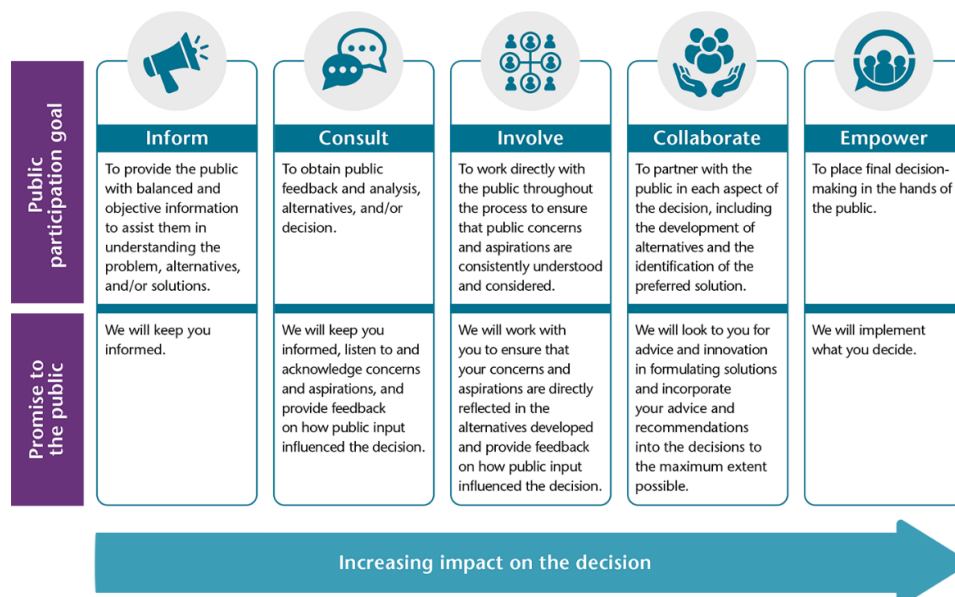
Note: there are 3 case studies in this Colorado Affordable Housing Developer's Guide.

Town of Lyons, IGA TASK FORCE - Data Collection Document

NOTE: The following excerpt from this documents seemed particularly relevant for consideration as related to the IGA development and implementation.

Process to be used by municipalities:

- **Models of Engagement:** Individual interviews, community meetings, listening sessions, focus groups, group interviews, written materials, digital engagement platforms.
- **Engage and Adapt:**
 - Keep open and ongoing communication by being easily accessible and listening.
 - Recognize wisdom, voice and experience of community stakeholders.
 - Reach out to marginalized communities and create a safe space to express their opinions.
 - Treat all stakeholders with integrity and respect even when they don't agree with you.
 - Be transparent about your motives and relevant power dynamics.
 - Share decision-making and leadership when possible.
 - Engage in continuous reflection and be willing to change course.
 - Follow through with commitments you make to stakeholders.
 - When things change, follow up to keep key stakeholders informed.
 - See engagement as an opportunity to build long-term relationships with the community.
 - Provide written materials (hard copy/virtual) to provide greater transparency and clarity.



IGA Task Force

Simplified Definition of IGA and Role of IGA Task Force (1-Jul-24)

What is the IGA and what is the purpose:

The IGA (Intergovernmental Agreement) between Lyons and Boulder County is a legal agreement that defines the areas of potential growth (through annexation) outside of current town boundaries and defines the general intent of those properties. Within the towns “Area of Interest”, the properties that are eligible to apply for annexation consideration are referred to as the Proposed Annexation Areas (PAA). This does NOT mean that annexation will be granted, and no specific times lines are included for potential annexation of any parcels within the PAA. All annexation applications are the choice of the property owner, and not initiated by the Town.

In short, the IGA is a Land Use focused document that helps to guild the Town’s growth priorities and strategies. **Specifically, the IGA is intended to define what properties might be considered for future annexation and development and generally what should be the nature of that development.**

Further, the IGA provides direction and clarity on related development priorities and may impose specific requirements related to parcels within the proposed PAAs that help to meet the goals of the town (such as areas targeted for commercial or residential growth, housing affordability requirements, housing density percentage, and such related requirements for consideration of annexation).

The IGA does NOT define any specific development plans but helps to establish parameters and requirements for the BoT and town staff. Further the IGA does NOT specially address any development activity or opportunities within the town limits.

IGA Task Force Mission:

The IGA Task force has been assembled to review the Draft 2024 IGA document and related maps that define the Potential Annexation Areas (PPA). Following considerable expression of concern from citizens across Lyons to the initial 2024 Draft IGA and the development process to this plan, the Task Force has been created and charged with making a short-term review of the draft IGA and all related data in order to offer specific or general recommendations to the Board of Trustees (BoT) related to this document.

Who is the Task Force:

The Seven (7) member Task Force (plus an alternate) were selected, from applications, by the BoT to represent a mix of citizens from across the Town of Lyons who reside in cross section of the various areas of town, includes both home-owners (6 including the alternate member) and renters (2), a local Lyons business owner and is a balanced mix of gender.

How can you, as a resident and citizen, support the efforts?

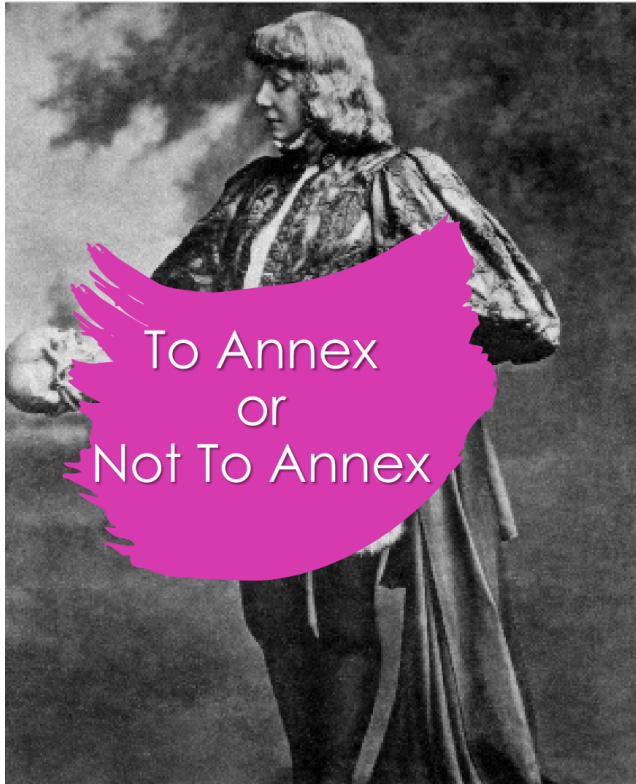
If you have specific questions, comments or concerns about the nature of the 2024 Draft IGA, how it was created, the Task Force would welcome that input while we work to complete our review and recommendation to the town BOT.

Next Steps for the IGA:

Following the Task Force completion of their work, which is targeted to conclude by early Aug or sooner, the BoT will again take up the revision process of the Draft IGA with the Task Force recommendations in hand. They may accept or reject the recommendations of the Task Force and will conduct the normal public hearings as they revise, refine and move to adopt an updated IGA which will last for the next 10 years at a minimum.

Town of Lyons, IGA TASK FORCE - Data Collection Document

Data from Town Planner to Board of Trustees in 2023



Why Annex?

- Need for more residents
- Need for more businesses
- Need for better amenities
- Need for safer community
- Need for improved utilities
- "Squaring off" of boundaries / enclaves
- More

Why Not Annex?

- Proposal is for low-density residential development
- Proposal is on sensitive lands
- Proposal would potentially force Lyons to provide services it doesn't want to have to provide
- Proposal is voted down by vote of citizens
- Proposal is poor land use (e.g. leapfrog annexation)
- More