



**TOWN OF
BRECKENRIDGE**

Planning Commission Meeting Agenda

Tuesday, July 16, 2024, 5:30 PM

Council Chambers

150 Ski Hill Road

Breckenridge, Colorado

5:30pm - Call to Order of the July 16, 2024 Planning Commission Meeting; 5:30pm Roll Call

<i>Location Map</i>	2
<i>Approval of Minutes</i>	3
<i>Approval of Agenda</i>	

5:35pm - Public Comment On Historic Preservation Issues (Non-Agenda Items ONLY; 3-Minute Limit Please)

5:40pm - Consent Calendar

1. Beaver Run Resort Master Sign Plan (CC) 620 Village Rd.; PL-2024-0246	5
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5:45pm - Work Sessions

1. Unit A, 302 S. Main St. Employee Mitigation Relief	48
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6:15pm - Other Matters

1. Town Council Summary	
2. Class D Majors, Q2 2024 (Memo Only)	90
3. Class C Subdivisions, Q2 2024 (Memo Only)	94

6:30pm - Adjournment

For further information, please contact the Planning Department at (970) 453-3160.

The indicated times are intended only to be used as guides. The order of the projects, as well as the length of the discussion for each project, is at the discretion of the Commission. We advise you to be present at the beginning of the meeting regardless of the estimated times.



NOT TO SCALE



Beaver Run Resort
Master Sign Plan, 620
Village Rd.

302 S. Main
Street Employee
Mitigation Relief
(Work Session)

Breckenridge South



PLANNING COMMISSION MEETING

The meeting was called to order at 5:30 pm by Chair Leas.

ROLL CALL

Mike Giller Mark Leas Allen Frechter Keely Ambrose
Ethan Guerra Elaine Gort Susan Propper - **remote**

APPROVAL OF MINUTES

With no changes, the June 18, 2024 Planning Commission Minutes were approved.

APPROVAL OF AGENDA

With no changes, the July 2, 2024 Planning Commission Agenda was approved.

PUBLIC COMMENT ON HISTORIC PRESERVATION ISSUES:

- None

CONSENT CALENDAR:

1. Tamarock Residence (SVC), 107 N. Pine Street, PL-2024-0193

Ms. Propper: Related to this project, as it is another scrape project with the new house being much larger than the existing one, is the Town Council looking into this at all? (Mr. Kulick: Yes, Town Council has asked staff to look into the Neighborhood Preservation section of the code limiting house size.)

2. Highlands Golf Course HOA Voluntary Wildfire Mitigation (CC), Multiple Addresses, PL-2024-0239

Ms. Gort: Not for this project specifically, but in this area, along Highway 9 in front of the Highlands there are many trees that are dead or dying from the road treatments to the Highway and I'd be worried about someone throwing out a cigarette and the trees catching on fire. (Mr. Cross: The open space area in front of the entrance to the Highlands was part of the wildfire mitigation project completed last year; this project is for a different filing of the Highlands, but I can go out and take a look at the area.) (Ms. Puester: That area is most likely CDOT right-of-way.)

3. Highlands Riverfront Lot 25 Deed Restricted Duplex (EM), 29 & 31 Monitor Drive; PL-2021-0174

With no call-ups, the Consent Calendar was approved as presented.

TOWN PROJECTS:

1. Relocated Food & Beverage Delivery Service Pilot Temporary Sprung Structure (SVC), 410 N. Park Avenue, PL-2024-0220

Ms. Crump presented a proposal to construct a temporary structure on the vacant lot at the south end of the Parkway Shopping Center, formerly known as the Postal Lot, to house the Town's food and beverage delivery pilot program. The project was previously proposed at the south end of the Tiger Dredge parking lot but will be relocated. The pilot delivery service will manage food and beverage delivery logistics in the core of downtown for participating businesses using smaller electric delivery vehicles. The pilot program aims to reduce emissions and congestion from oversized delivery vehicles while increasing pedestrian and bicycle safety and efficiency of product distribution. Shannon Smith, Town Engineer, was also present for questions.

Commissioner Questions / Comments:

- Ms. Propper: Will the trucks be coming in very early in the morning? (Ms. Smith: Yes, the typical operating hours will be from 4:00am to noon.)
- Ms. Propper: Do you think the amount of daylight at that time will be sufficient, or would they need lighting? (Ms. Smith: The contractor is not requesting lighting at this time, the interior lighting should be sufficient for docking purposes and should they need more lighting they will have to come back to the planning department for an additional permit.)
- Mr. Giller: Will the canvas material be semi-opaque like the DIA canvas? (Ms. Crump: No, it will be fully opaque.)
- Ms. Gort: For the circulation, the red indicates asphalt and the blue indicates gravel? (Ms. Smith: Correct.) Have you considered a curb cut directly onto the Highway? (Ms. Smith: We are not considering any additional curb cuts at this time.)
- Mr. Frechter: Would it be possible to direct delivery truck traffic during construction of the French Street roundabout to enter and exit at the existing curb-cut to the north or create a new temporary curb cut on Highway 9 during construction? (Ms. Smith: We have not talked to Breckenridge Grand Vacations (BGV) about their plan for the roundabout yet and are not certain on the construction timing, but CDOT would most likely not be supportive of an additional curb cut on Highway 9. The City Market lot does already have three curb cuts to work with and has delivery trucks come in regularly, so we are not concerned about circulation during the roundabout construction. The Town and BGV will need to work with CDOT for several approvals throughout the project.)
- Mr. Leas: For drainage, you won't be doing any cut but you will be doing some fill for the project? (Ms. Crump: The project is on an open foundation so there won't be much change to the drainage around the structure.) (Ms. Smith: We have already ordered the docking structure in accordance with the grade at the Tiger Dredge Horseshoe so we will need to grade to match that percentage at the Postal Lot.)

The hearing was opened to public comment. There were no public comments and the comment period was closed.

- Ms. Ambrose: I like it; I think the project is a great idea.
- Mr. Giller: I support the project and I think it's an improved location.
- Ms. Propper: I'm pleased with the new location; I think it will be much better for not disrupting the employee parking on Adams.
- Mr. Leas: I am also very appreciative of the new location, and glad the Town was proactive and reached out to the new owner of the City Market parcel to make this happen. I think it would be good to work with the developer to see if the structure could be permanently located on this site.

Mr. Giller made a motion to recommend approval of the Relocated Food & Beverage Delivery Service Pilot Temporary Sprung Structure to Town Council, seconded by Ms. Gort. The motion passed unanimously, 7-0.

OTHER MATTERS:

1. Town Council Summary

ADJOURNMENT:

The meeting was adjourned at 6:04 pm.

Mark Leas, Chair

Planning Commission Staff Report

- Subject:** Beaver Run Resort & Conference Center Master Sign Plan (Class C Minor, PL-2024-0246)
- Proposal:** A proposal to amend the existing master sign plan (MSP) for the Beaver Run Resort & Conference Center to provide a newly formatted, comprehensive signage plan. The applicant proposes minor adjustments to a majority of the existing signage to update font types for branding, locations for effectiveness, and materials to ensure compliance with the Sign Code. Additionally, the applicant is proposing new wayfinding signage and hotel identification signs to provide effective signage for navigating the large resort development.
- Date:** July 12, 2024 (For meeting of July 16, 2024)
- Project Manager:** Clif Cross, Planner II
- Applicant/Owner:** Beaver Run Resort
Roger Cardoza, VP of Resort Operations
- Agent:** Paul Clukies, House of Signs
- Address:** 601 Village Road
611 Village Road
620 Village Road
631 Village Road
640 Village Road
- Legal Description:** LOT 3C BEAVER RUN SUB RESUB OF LOT 3
LOT 3A,3B BEAVER RUN SUB RESUB OF LOT 3
In BEAVER RUN CONDO COMMON AREA
- Site Area:** Estimated 11.53 Acres (502,246.8 sq. ft.)
- Site Conditions:** The Beaver Run Resort and Conference Center is comprised of five (5) buildings located on Village Road and Kings Crown Road across four (4) different parcels. The main building of the resort is of mixed-use containing commercial retail & restaurant, multi-family residential, and other services. The primary use of the other buildings are multi-family residential. The resort is adjacent to the Breckenridge Ski Resort and acts as a base area for Peak 9. The resort has many easements regarding access, drainage, ski lifts, ski runs, and roadways.
- Adjacent Uses:** North: Kings Crown Road ROW, Multi-family Residential
South: US Forest Service Land, Ski Resort Recreation

East: US Forest Service Land, Ski Resort Recreation
West: Multi-family Residential

Item History

The Master Sign Plan (MSP) for the Beaver Run Resort was originally filed with the Town in 1981 and has since been amended over the past 20 years with Class D Minor permits to grow with the expansion of the resort complex. The most recent application related to the Monument Sign and Landscaped area along Village Road identifying the project.

Staff Comments

The proposed amendments to the Master Sign Plan (MSP) are intended to be a comprehensive and coordinated signage plan to meet the needs of several businesses and visitors to the Bear Run Resort and Conference Center. Staff finds a well-developed MSP is necessary as the Beaver Run Resort is comprised of several buildings across multiple parcels, including residential condominiums, offices and conferences spaces, and a combination of commercial restaurant, retail, and services for residents and visiting guests. The identification and wayfinding signage is even more important during the winter season when Beaver Run Resort is used as a primary access and base area to the Breckenridge Ski Resort's Peak 9. Conversely, during the summer season the large base area is used as a venue for special events, like art festivals and wine tastings. Additionally, private events, such as weddings, occur all summer long.

Staff recognizes that there are unique circumstances that only apply to the Beaver Run Resort and Conference Center. Staff has come to this conclusion by considering the proximity, operations, and physical relationship to the Breckenridge Ski Resort, in addition to conference events and other summer activities that occur on the property. We believe that some flexibility is warranted considering these attributes. Additionally, we believe the proposed MSP, including signage proposed over 20 sq. ft., is beneficial to effectively identify the Resort's complex and facilities while providing adequate way finding information for guests during the year-round activations.

Although the proposed MSP document is intended to replace and supersede the previous versions, the proposed MSP does not make significant changes regarding placement or size to signage that was previously approved. As mentioned, the applicant is performing a change of copy to reformat font types and replace signage that was switched with inappropriate materials over the years. This report will not go into detail on all elements of the proposed MSP. If there are any questions regarding information not addressed in this staff report, staff will be available at the hearing to answer any questions.

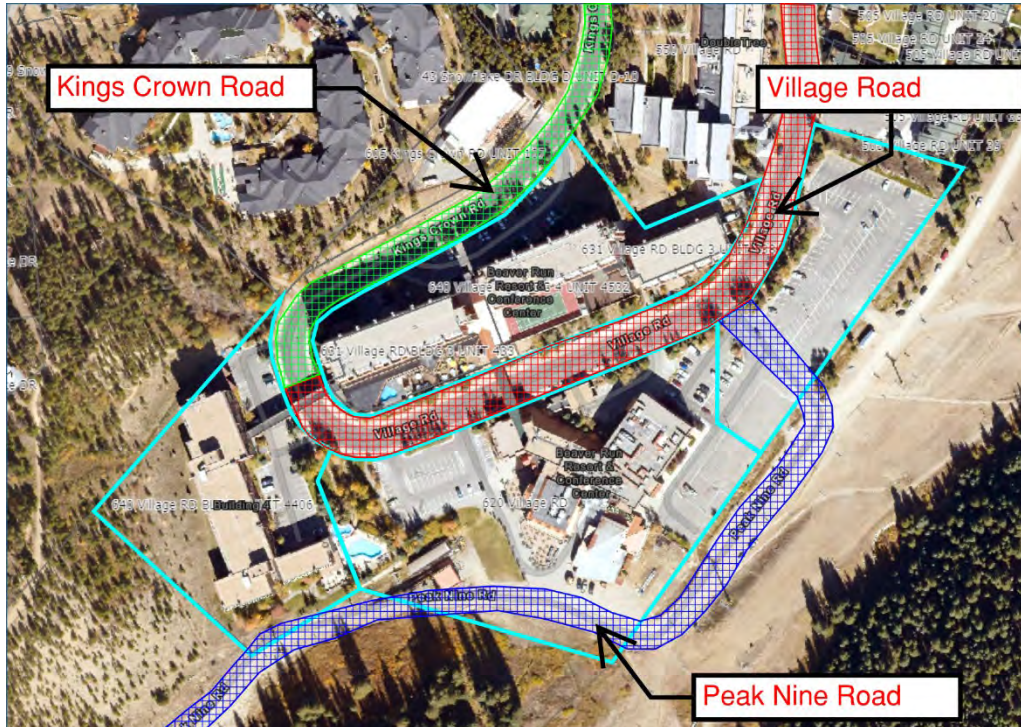
Per the Development Code:

9-1-19-12A: POLICY 12 (ABSOLUTE) SIGNS: *All signs shall be in compliance with the provisions of the Breckenridge Sign Code. (Ord. 3, Series 2019).*

The Sign Code is under Title 9, Chapter 15, of the Town Code.

Building Frontage Calculation for Allowed Sign Area

Per section [9-15-15](#), the aggregate area of all signs displayed on the commercial property must be lesser than the total allowable sign area that is established by the building frontage, which is defined as, “*The length of a building facing a street or alley or, where a mall exists, building frontage means that portion of the mall that is parallel to the street.*” When applying this definition to the Building Frontage calculation for the Beaver Run Resort, there is some difficulty due to the unique relationship with the Beaver Run development and the adjacent rights-of-way for Village Road, Kings Crown Road, and Peak Nine Road.



As seen in the graphic above, the Beaver Run Resort development is bordered by the Peak Nine Road to the south, divided by Village Road in the middle, and capped by Kings Crown Road to the North. Per the definition of *Building Frontage*, staff finds all three of the adjacent ROWs qualify and contribute to the total allowable sign area for the development as a whole. Staff has estimated the building frontage calculation for primary and secondary frontages and found similar numbers to those submitted by the applicant. After the 66% calculation of the aggregate building frontage, the development is eligible for 1,747 square feet of allowed sign area. As a point of information and for record keeping purposes, staff has included this section as the calculations for this reformatted MSP does not require a special interpretation on building frontage like similar applications.

Sign Matrix

With this application, the applicant proposes eight (8) new signs across the Beaver Run Resort property including wall signs and freestanding signs. Additionally, the application is proposing an increase of sign area for two (2) existing signs, the relocation of three (3) existing signs, the

removal of two (2) existing signs, and the change of copy (reformatting font) for four (4) existing signs. An overview of the proposed changes is provided below as well as in the attached packet.

Beaver Run Resort Sign Matrix for Master Sign Plan									
ACTION	SIGN #	DESCRIPTION	EXISTING SIZE			PROPOSED SIZE			NOTES
			Height (in)	Width (in)	Existing Area (Sq. Ft.)	Height (in)	Width (in)	NEW AREA S.F.	
INCREASE	1-a	COPPERTOP BAR & CAFE/ RESTAURANT	23	235	37.53	23	424	67.72	Edit text, relocate to upper level fascia
NEW	1-b	THE BEAVER DEN			0.00	23	224	35.77	New sign
FONT CHANGE	1-c	REAL ESTATE OF SUMMIT	30	114	23.75	30	114	23.75	Same sign & location, update font only
FONT CHANGE	2	SKYWALK MARKET	19	112	14.78	19	112	14.77	Same sign & location, edit text only
REMOVE	3	SKYWALK MARKET & COPPERTOP	19	112	14.78			0	Remove and do not replace, leave empty
NEW	5	RESORT & CONFERENCE CENTER LOGO ID			0	107	211	156.78	New hotel & condominium ID sign
NEW	6-a	Front entrance - RESORT CHECK-IN			0	14	144	14	New sign over entrance drive-through
RELOCATE	6-b	Front entrance - CLEARANCE 12'	8	66	3.67	8	66	3.66	Same sign & location, update font only
RELOCATE	6-c	Front entrance - small Beaver Run logo #1	14	36	3.50	14	36	3.5	Same sign, relocate to stone column
RELOCATE	6-d	Front entrance - small Beaver Run logo #2	14	36	3.50	14	36	3.5	Same sign, relocate to stone column
FONT CHANGE	6-e	Front entrance - 620 VILLAGE ROAD address	16	44	11.4	16	44	11.4	Same sign & location, update font only
NEW	7	Window graphics			0			0	no permitting, follow sign code for "Window Signs"
INCREASE	8	South elevation - RESTAURANTS & SHOPS	36	195	48.75	84	149	86.91	Same location, add new text, SKIER, APRES, etc.
FONT CHANGE	9	SPENCER'S STEAK & SPIRITS	6.5	120	5.42	6.5	120	5.41	Same sign & location, update font only
REMOVE	10-a	North Lobby Entrance upper logo	36	72	18.00			0	Remove this upper logo sign
NEW	10-b	North Lobby Entrance, logo, address			0	20	173	24.02	Replace upper logo, new lower combo & address
NEW	E-15	Wayfinding Sign Post - Skier Lot Parking			0	36	40	13.2	New Wayfinding Sign
NEW	E-16	Wayfinding Sign Post - Spencer's Parking			0	36	40	13.2	New Wayfinding Sign
NEW	E-17	Wayfinding Sign Post - North Lobby Parking			0	36	40	13.2	New Wayfinding Sign
	TOTALS				185			490.79	

As seen in the matrix above, the Beaver Run Resort and Conference Center currently has an estimated 185 square feet of sign area. With this application, the applicant is proposing to utilize an estimated 491 square feet of the 1,747 square feet of allowed sign area. Although this is a large increase in sign area, there are minimal concerns as staff believes this matrix of signage reasonably achieves an efficient and effective sign plan for residents and guests.

During staff discussions with the applicant, directory signs and other wayfinding signage was mentioned, but was left out of this application. As a point of information, the applicant can return in the future with additional applications to utilize the remaining balance of allowable sign area. At that time, staff will review the amendments to ensure compliance with all of the Sign Code requirements.

9-15-18: Sign Design Standards – Generally:

During staff’s research, we identified a majority of the signage that exists around the Beaver Run Resort was originally approved as high-density urethane (HDU) but has been switched out for primarily metal materials over the years without approval from the Town. As described below, no sign is allowed to be constructed entirely of metal materials.

Per the 9-15-18(A), “signs must be constructed predominantly of natural materials, such as rough cedar, redwood, pine, or other types of solid wood. Wood or alternative materials that mimic wood

grain (e.g., high density urethane) are encouraged. Metal may be used as an accent (maximum of 25 percent of sign area) on wood relief signs.”

Staff have worked with the applicant to address this issue with this MSP application and all signs included within this application will be constructed of HDU. Staff has no concerns with the proposed materials of the signs.

In addition to the material specifications of the proposed signage, the applicant has included the recently updated exterior lighting standards for signs under [9-15-18\(C\)](#) within the MSP. Although there are no existing or proposed installations of sign lighting within this application, staff will check compliance with the lighting standards when the applicant submits the specific sign applications for the signs included in the application. Staff has included the requirements below:

C. Lighting Standards: All sign lighting shall comply with signage illumination requirements listed in section 9-12-12 of this title and the lighting zone limitations listed in section 9-12-11 of this title.

- 1. Shielded Lighting: Light bulbs or lighting tubes used for illuminating a sign shall not be visible from the vehicular travel lanes of adjacent public rights-of-way. The use of adequate shielding, designed so that light from sign illuminating devices does not shine directly into the eyes of passing motorists without first being reflected off the sign or its background, is required whenever sign lighting is used.*
- 2. Direction of Lighting: All lighting fixtures shall be placed above the sign and shall shine downward toward the sign. Illumination of signs shall not be directed toward adjacent properties.*
- 3. Internally Lit Signs: No sign that is placed on the exterior of a building or on the interior of the building within 5 feet of a window shall be internally lit.*

Staff finds the proposed MSP to comply with the requirements of 9-15-18: *Sign Design Standards – Generally* for material and lighting specifications. As mentioned above, staff will review the signs included in this MSP under the specific sign applications when submitted by the applicant in the future.

9-15-20(K): Hotel and Condominium Signs:

Within the Sign Code, Hotel and Condominium signs have specific standards to help identify the development and provide navigational aspects for residents and guests visiting the property. Similar to other permanent signs, any one sign is not to exceed twenty (20) square feet in area. But the Director does have the ability to allow such Hotel and Condominium signs to exceed the twenty (20) square feet if the property meets specific criteria. The criteria is provided below:

2. Such sign may exceed twenty (20) square feet if the Director determines that all of the following exist: (Emphasis Added)

- a. The proposed sign is a single wall sign;*
- b. A sign larger than twenty (20) square feet is necessary to fit proportionately within a large expanse of wall area not interrupted by windows or other architectural features, and to serve as an architecturally compatible building feature breaking up a large wall area that would otherwise be unbroken;*
- c. The proposed sign is set back at least thirty feet (30') from the property line;*
- d. The proposed sign is no larger than is reasonably necessary;*

- e. The colors and design of the sign are compatible with those of the building; and
 - f. The proposed wall sign is used in lieu of any other signage for the project.
3. Where a hotel or condominium project has linear frontage of one hundred feet (100') or more and multiple vehicular accesses all of which accesses are not visible from a single location, one sign may be permitted at each point of vehicular access to the project.

Within this application, the applicant proposes two (2) hotel and condominium signs; Sign #5 – “Resort & Conference Center Logo ID” and Sign #8 – “South Elevation – Restaurants and Shops”. Sign #8 already exists along the ski run side of the development and would be increasing with this application. Sign #5 is proposed further north on the opposing end of the same elevation facing the ski run. Both signs are located approximately 100’ from the property line and approximately 150’ away from each other. Please refer to the graphic to the right for sign locations.



Staff worked with the applicant and understands the proposed hotel and condominium signs on the elevations facing ski runs are beneficial to the wayfinding and directional aspects of the sign plan. Staff took special consideration of the guests, the recreation, and the proximity to the recreating area to identify the level of importance. Staff finds the two proposed locations to be over an estimated 150’ away from the “Silverthorne” Ski Run that is below the Quicksilver SuperChair which is estimated to be 1,000’ away from the proposed locations (Quicksilver SuperChair Loading Matrix). Considering the distances away from the proposed locations and the intention of the larger sized sign to help guest identify Beaver Run Resort prior to reaching the Quicksilver SuperChair, staff believes the dimensions of the two (2) signs are of adequate size to provide effective identification. We do not believe the proposed signs are larger than reasonably necessary and do proportionately fit within the architecture of the structure.

Staff and the Director find both signs to meet the criteria above and may exceed the twenty (20) square foot limitation. Staff has added a Condition of Approval that Hotel and Condominium signs that are located on elevations facing Forest Service Land, or other recreational properties connected with the Breckenridge Ski Resort, shall not have illumination to mitigate nuisance lighting for wildlife and guests while furthering the Town’s goal of Dark Skies.

9-15-20(D): Freestanding Signs:

The applicant is proposing three (3) new freestanding sign installations to provide additional directional and wayfinding signage in separate locations. This proposal is subject to 9-15-20(D) which reads as follows:

D. Freestanding Signs:

1. ***There shall be no more than one freestanding sign for each lot or building, except as otherwise provided in this chapter. (Emphasis added)***
2. *A landscaped area equal to two (2) square feet for each one square foot of each side of a freestanding sign shall be maintained by the permit holder. Such area shall be kept in a neat and clean condition, free of trash, weeds, and rubbish.*
3. ***No freestanding sign outside the Conservation District shall exceed ten feet (10') in height. No freestanding sign within the Conservation District shall exceed eight feet (8') in height. (Emphasis added)***
4. *No freestanding sign shall extend over or into a public right- of-way.*
5. *A freestanding sign located in a project with an approved master sign plan containing three (3) or more buildings or development sites may exceed the twenty (20) square foot limit established by subsection [9-15-15G2](#) of this chapter. The maximum allowable size of any such sign shall be determined by the Director based upon the following criteria:*
 - a. *The number of buildings or development sites within the project that is subject to the master sign plan;*
 - b. *The distance of such sign from any major arterial providing primary access to the project; and*
 - c. *The necessity of facilitating traffic circulation.*

Staff finds the proposed freestanding sign installations to be compliant with the requirements above. Typically, a development of this size would require a variance for the number of freestanding signs as it is limited to one (1), but the Beaver Run Resort is a combination of different parcels. The applicant has logically located one (1) freestanding on three (3) different parcels; refer to graphic to the right for locations. Additionally, the signs approach the maximum allowed height of ten feet (10'), but do not exceed this limitation. Staff has no concerns about the proposed installations.



Staff Recommendation

9-1-17-3: Point Analysis: As Policy 12, Signs, is an absolute policy and there is no related relative policy. The proposal passes the point analysis with a passing score of zero (0) points.

Staff recommends the approval of the Beaver Run Resort & Conference Center Master Sign Plan (PL-2024-0246), with the attached Findings and Conditions.

TOWN OF BRECKENRIDGE

**Beaver Run Resort & Conference Center Master Sign Plan
Multiple Address
PL-2024-0246**

STAFF RECOMMENDATION: Staff has approved this application with the following Findings and Conditions and recommends the Planning Commission uphold this decision.

FINDINGS

1. The proposed project is in accord with the Sign Code Ordinance and does not propose any prohibited use.
2. The signs will not have a demonstrative negative aesthetic effect.
3. This approval is based on the staff report dated **July 12, 2024**, and findings made by the Planning Commission with respect to the project. Your project was approved based on the proposed design of the project and your acceptance of these terms and conditions imposed.
4. The terms of approval include any representations made by you or your representatives in any writing or plans submitted to the Town of Breckenridge, and at the hearing on the project held on **July 16, 2024** as to the nature of the project. In addition to Commission minutes, the audio of the meetings of the Commission are recorded.
5. Staff finds there are unique circumstances that only apply to the Beaver Run Resort, including its use as a public portal to Peak 9 year-round and its large and unusual size across many parcels. We believe that some flexibility is warranted considering these issues. Additionally, staff finds the proposed Master Sign Plan (MSP) adequately identifies the Resort’s complex and facilities while providing way finding information for guests during the year-round activations.
6. The Director finds the applicant meets the requirements set forth by [9-15-20\(K\)\(2\)](#): Hotel and Condominium Signs and may exceed the twenty (20) square foot sign area limitation.

CONDITIONS

1. This permit does not become effective, and the project may not be commenced, unless and until the applicant accepts the preceding findings and following conditions in writing and transmits the acceptance to the Town of Breckenridge.
2. If the terms and conditions of the approval are violated, the Town, in addition to criminal and civil judicial proceedings, may, if appropriate, issue a stop order requiring the cessation of work, revoke this permit, require removal of any improvements made in reliance upon this permit with costs to constitute a lien on the property and/or restoration of the property.
3. If a sign no longer advertises a bona fide business conducted on the premises, it shall be removed within fourteen (14) days of the closing of such business.
4. The signs shall be maintained in a sound condition and in a neat appearance.
5. The terms and conditions of this permit are in compliance with the statements of the staff and applicant made on the evidentiary forms and policy analysis forms.
6. All hazardous materials used in construction of the improvements authorized by this permit shall be disposed of properly off site.
7. Applicant shall submit proof of ownership of the project site.

8. **Applicant shall submit and obtain approval from the Town staff for individual signs contained within this approved Master Sign Plan with a Class D minor development permit.**
9. **Applicant shall submit and obtain approval from Town staff of a cut sheet detail for all exterior lighting for signs on the site. All exterior lighting on the site or buildings shall be fully shielded to hide the light source and shall cast light downward. Please refer to the lighting standards from 9-12-13(A)(2) and 9-15-18 (C) below:**

9-12-13(A)(2): Signage Illumination: All signage shall comply with chapter 15 of this title. Signage utilizing lighting shall have fixtures mounted to the top of the sign structure and aimed downward onto the sign from above. Fixtures shall be fully shielded so that light is directed only onto the sign face and not aimed at the sky, adjacent streets, roads or properties. Luminance shall not exceed nine (9) foot-candles or one hundred (100) nits (one hundred (100) candelas per square meter) during the first hour after sunset, and lighting must be fully extinguished one (1) hour after sunset or within one-half (1/2) hour of the end of normal business hours, whichever is later.

9-15-18(C): Lighting Standards: All sign lighting shall comply with signage illumination requirements listed in section 9-12-12 of this title and the lighting zone limitations listed in section 9-12-11 of this title.

- 1. Shielded Lighting: Light bulbs or lighting tubes used for illuminating a sign shall not be visible from the vehicular travel lanes of adjacent public rights-of-way. The use of adequate shielding, designed so that light from sign illuminating devices does not shine directly into the eyes of passing motorists without first being reflected off the sign or its background, is required whenever sign lighting is used.*
- 2. Direction of Lighting: All lighting fixtures shall be placed above the sign and shall shine downward toward the sign. Illumination of signs shall not be directed toward adjacent properties.*
- 3. Internally Lit Signs: No sign that is placed on the exterior of a building or on the interior of the building within 5 feet of a window shall be internally lit.*

10. **Any Hotel and Condominium signs located on elevations facing Forest Service land, or other recreational properties connected with the Breckenridge Ski Resort, shall not have illumination to mitigation nuisance lighting for wildlife and guests while furthering the Town's goal of Dark Skies. For Hotel and Condominium signs on elevations that are adjacent to Town Rights-of-Ways, the Planning Staff must review and approve any proposed lighting.**
11. **Any proposed signage that exceeds 20 sq. ft. of sign area must be reviewed by the Planning staff if exterior sign illumination is proposed. Staff may allow signs that comply with the newly adopted Lighting Curfew described by 9-12-13(A)(2) to have exterior sign illumination.**
12. Any changes to the proposed square footages and/or location of any signs shall require submittal and approval of a new Master Sign Plan.

Beaver Run Resort

Master Sign Plan

Roger Cardoza
VP of Resort Operations

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- Proposed Sign Goals
- Sign Area Allowance
- Frontage Zone Map
- Building Allowances
- Existing Signage
- Proposed Signage



Introduction

Beaver Run Resort was established in 1978 and has evolved into a prominent resort and conference center in Breckenridge. The resort continues to grow and is an integral part of the community, contributing significantly to the local economy and supporting numerous nonprofit organizations and community-focused events.

The original Master Sign Plan was filed with the Town in 1981 and has been amended several times through the years, as the resort has grown. This updated Master Sign Plan Amendment ("MSP") for Beaver Run Resort is submitted in compliance with the Town of Breckenridge sign code and the amendments requested are a result of ongoing collaboration with the Town of Breckenridge Planner's Office. The goal of this MSP Amendment is to update the sign plan and to enable continued future growth, as allowed.

This MSP may be amended from time to time by the property ownership, which is currently the Beaver Run Resort & Conference Center Homeowners Association, 620 Village Road, P.O. Box 2115, Breckenridge, CO 80424-2115, contact Roger Cardoza, Vice President of Resort Operations, (970) 453-8794, rcardoza@beaverrun.com - subject to Town of Breckenridge approval.

Proposed Sign Plan Goals

Wayfinding

Guests
Clients
Traffic
Owners
Directional

Consistency

Uniformity
Familiarity
Avoid Clutter
Eliminate
Redundancy

Font Alignment

Font Style
Font Size

Branding

Branding
Business
Identification
Economic Vitality

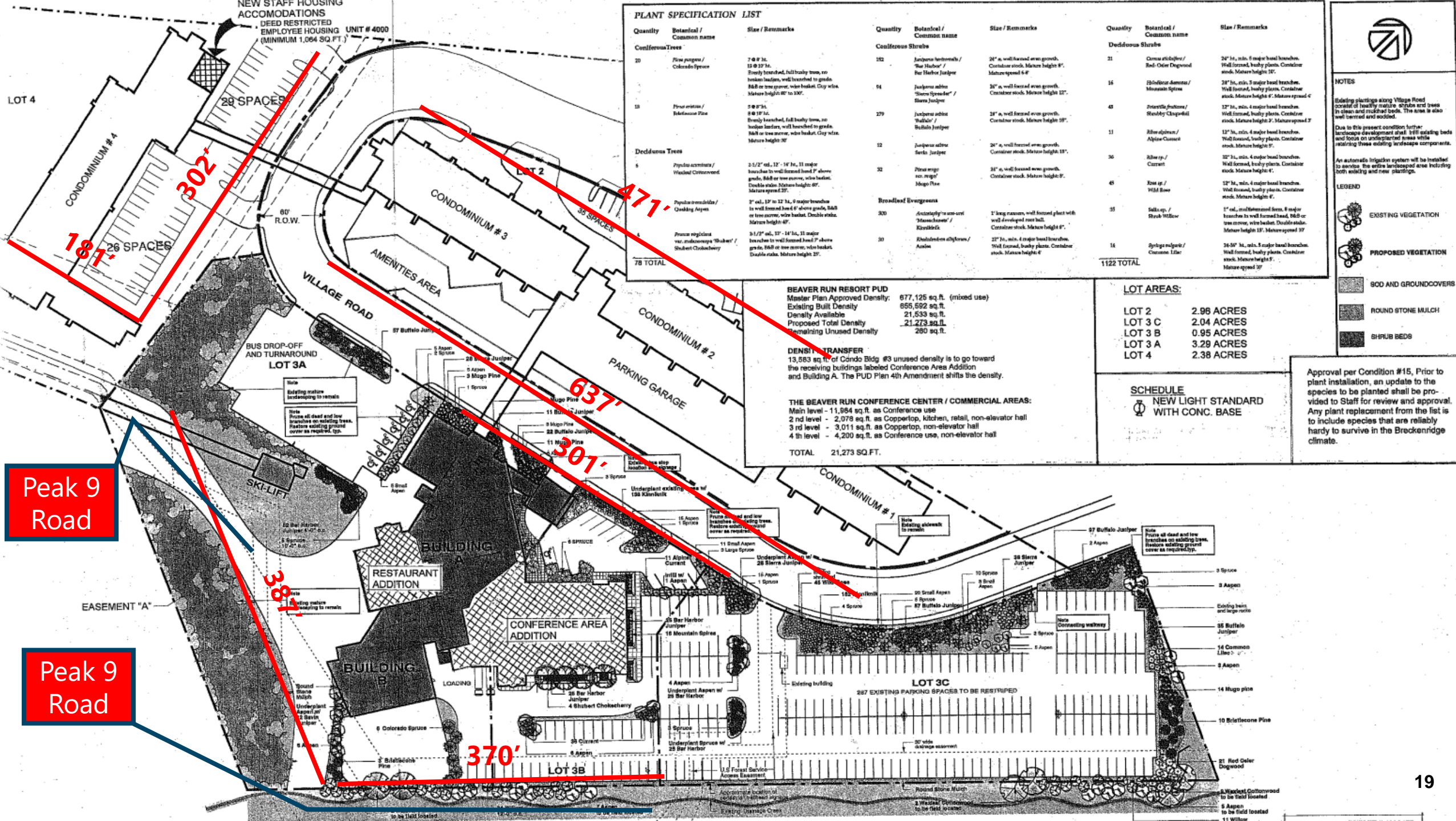
Town's Appearance

Community
Aesthetic Appeal
Visual Identity

Building Frontage & Sign Area Allowance Calculations

The aggregate sign area for the property has been determined by the linear frontages of the buildings, as described herein. The buildings were re-surveyed / re-measured in March 2024 by Beaver Run ownership in collaboration with the Town of Breckenridge Planner's Office. Linear frontage measurements are illustrated in Exhibit A - Frontage Measurements below.

The overall total aggregate sign area allowance for the campus is now established at 1,747 square feet. This current MSP Amendment calls for a total of 491 square feet of signage area to be utilized on the exterior of the buildings, as illustrated. This total signage utilization is only 28% of the total allowed area, at this time. This will allow for updates and additional future signage, as the resort continues to grow. Following is a summary of the sign allowances and an explanation of allocations.



Peak 9 Road

Peak 9 Road

**Beaver Run Resort & Conference Center
Master Sign Plan
Sign Area Square Footage Calculations**

Building or Description	Parcel	Legal	Linear Footage	Separate	Sign Area (SF)
Building One (1)	6515060	BEAVER RUN CONDO COMMON AREA	637	470	731
Building Two (2)	6515060	BEAVER RUN CONDO COMMON AREA			
Building Three (3)	6515060	BEAVER RUN CONDO COMMON AREA			
Building Four (4)	6515060	BEAVER RUN CONDO COMMON AREA	302	181	319
Conference Center	304949	LOT 3A,3B BEAVER RUN SUB	300	757	698
Parking Lot	303335	LOT 3C BEAVER RUN SUB			
		TOTAL SIGN AREA SQUARE FEET	1,239	1,408	1,747 Square Feet

Fabrication Methods and Materials of Construction

In April 2024, there was collaboration with the Breckenridge Town Planner's Office regarding the preparation of this MSP Amendment. The Town Planning Staff has discovered a majority of the existing dimensional lettering that has been approved for Beaver Run signs in the past was approved with "Foam Core" (e.g. High Density Urethane - "HDU") as the base material. However, Staff has also discovered and raised concerns that some of the Resort's signs that have been replaced over the years are made with metal letters, causing them to be classified as "out-of-compliance."

Breckenridge Sign Code (sec. 9-15-18(A)) states that metal may be used as an accent material, but only as a maximum of 25% of the sign area. To consider the metal letters (only) as 25% of the "sign area" would require the determination that the existing wood siding on the building structures is to be interpreted as the wood (background) of the sign - and any metal letters as the accent material. To further explain, the negative space between the dimensional lettering would be interpreted as the natural material.

Fabrication Methods and Materials of Construction (cont.)

Breckenridge Town Planner Staff, including the current Town Planning Manager, has determined that these measurements are not reasonable to attain and their staff does not have the capacity to calculate or maintain a measuring method of this nature. They further stated that "Staff would much prefer dimensional signs and lettering fabricated with HDU / Foam Core material, to be in compliance with the Breckenridge Sign Code."

Therefore, going forward, all Beaver Run Resort signs and individual sign letters mounted on building walls contemplated in this MSP Amendment will comply with Town of Breckenridge Sign Code and be fabricated as 3-dimensional carved signs and letter elements using High Density Urethane ("HDU") as the base material. All signs with integrated backgrounds will be in compliance with Breckenridge Sign Code, Section 9-15-5: DEFINITIONS - "WOOD RELIEF SIGN: A carved sign constructed of wood and other similar materials that replicate wood (e.g. carved HDU) with a three-dimensional (3-D) textured surface that is integral to its design, such as extensively carved, routed, or sandblasted signs. A wood sign with a simple raised or routed border, or simple raised or routed letters, shall not constitute a wood sign with relief." (Ord. 3, Series 2019)

Lighting Methods for Signs

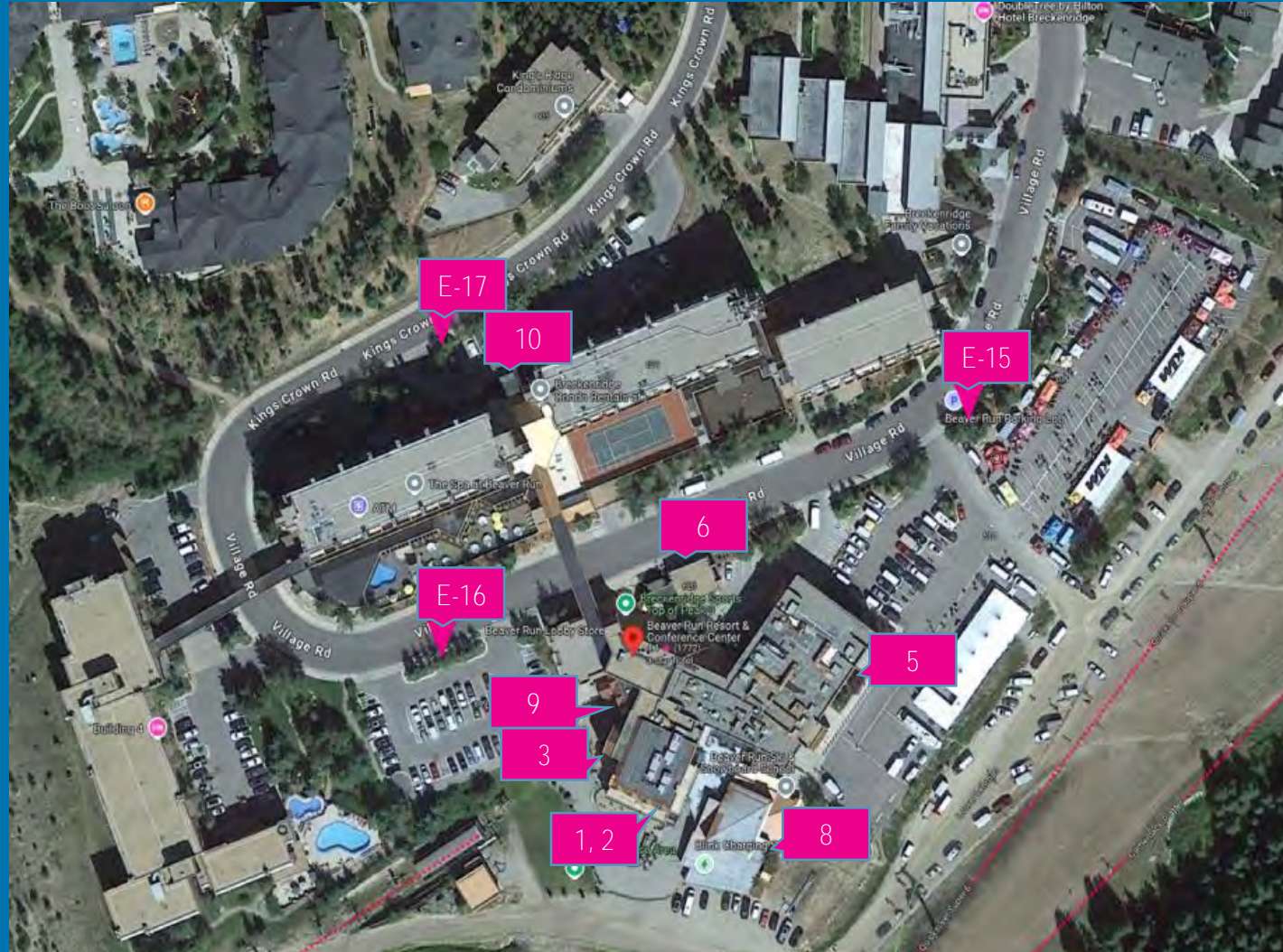
At the time of this writing, none of the signs in this MSP Amendment are illuminated, as the ambient lighting in the surrounding campus is sufficient for easy viewing. Any future illumination of signs shall comply with the lighting standards as defined in the Breckenridge Sign Code Section 9-15-18: SIGN DESIGN STANDARDS - GENERALLY: C. Lighting Standards - copied here for reference:

1. **Lighting Standards:** All sign lighting shall comply with signage illumination requirements listed in section 9-12-12 of this title and the lighting zone limitations listed in section 9-12-11 of this title.
2. **Shielded Lighting:** Light bulbs or lighting tubes used for illuminating a sign shall not be visible from the vehicular travel lanes of adjacent public rights-of-way. The use of adequate shielding, designed so that light from sign illuminating devices does not shine directly into the eyes of passing motorists without first being reflected off the sign or its background, is required whenever sign lighting is used.
3. **Direction of Lighting:** All lighting fixtures shall be placed above the sign and shall shine downward toward the sign. Illumination of signs shall not be directed toward adjacent properties.
4. **Internally Lit Signs:** No sign that is placed on the exterior of a building or on the interior of the building within 5 feet of a window shall be internally lit.

Campus Overview: Current Resort Sign Locations



Campus Overview: Proposed Resort Sign Locations



Sign Matrix

Sign Matrix Summary shows the current sign areas that are addressed in this MSP Amendment, numbered to correspond with Exhibit below

Beaver Run Resort & Conference Center

Sign Matrix for Master Sign Plan

Sign #	Description	Existing Size	Existing		New Area		Notes
			Area S.F.	New Size	S.F.		
1-a	Coppertop Bar & Café / Restaurant	23" h x 235" w	37.53	23" h x 424" w	67.72	Edit text, relocate to upper level fascia	
1-b	The Beaver Den	0	0	23" x 224" w	35.77	New sign	
1-c	Real Estate of the Summit	30" h x 114" w	23.75	30" h x 114" w	23.75	Same sign & location; update font only	
2	Skywalk Market	19" h x 112" w	14.77	19" h x 112" w	14.77	Same sign & location; edit text only	
3	Skywalk Market & Coppertop	19" h x 112" w	14.77	0	0	Remove and do not replace, leave empty	
4							
5	Resort & Conference Center Logo ID	0	0	107" x 211" w	156.78	New resort & conference center ID sign	
6-a	Front Entrance - Resort Check-In	0	0	14" h x 144 w	14	New sign over entrance drive-through	
6-b	Front Entrance - Clearance 12'	8" h x 66" w	3.66	8" h x 66" w	3.66	Same sign & location, update font only	
6-c	Front Entrance - small Beaver Run logo #:	14" h x 36" w	3.5	14" h x 36" w	3.5	Same sign, relocate to stone column	
6-d	Front Entrance - small Beaver Run logo #:	14" h x 36" w	3.5	14" h x 36" w	3.5	Same sign, relocate to stone column	
6-e	Front Entrance - 620 Village Road	16" h x 44" w	11.4	16" h x 44" w	11.4	Same sign & location, update font only	
7	Window Graphics	0	0	0	0	No permitting necessary; follow sign code ruling	
8	South elevation - Restaurant & Shops	36" h x 195" w	48.75	84" h x 149" w	86.91	Same location; add new text, Skier Services, Après	
9	Spencer's Steaks & Spirits	6.5" h x 120" w	5.41	6.5" h x 120" w	5.41	Same sign & location, update font only	
10-a	North Lobby Entrance Upper Logo	36" h x 72" w	18	0	0	Remove this upper logo sign	
10-b	North Lobby Entrance Logo, Address	0	0	20" h x 173" w	24.02	Replace upper logo, new lower combo & address	
E - 15	Wayfinding Sign Post - Skier Lot Parking	0	0	120" x 52" w	13.2	New wayfinding sign	
E - 16	Wayfinding Sign Post - Spencer's Parking	0	0	120" x 52" w	13.2	New wayfinding sign	
E - 17	Wayfinding Sign Post - North Lobby Parkin	0	0	120" x 52" w	13.2	New wayfinding sign	
			185.04			490.79	

Sign #1-a, 1-c Coppertop Bar & Café, Real Estate of the Summit

Existing Signs:

#1-a 23" h x 235" w = 37.53

#1-c 30" h x 114" w = 23.75



Sign #1-a, 1-b, 1-c Coppertop Bar & Restaurant, The Beaver Den, and Real Estate of the Summit

Amended Sign Layout:

a.) Add new letters COPPERTOP BAR & RESTAURANT on second level, there is no sign currently, as shown

#1-a 23" h x 424" w = 67.72 S.F.

b.) Remove existing letters of COPPERTOP BAR & CAFÉ, replace with new THE BEAVER DEN letters, as shown

#1-b 23" h x 224" w = 35.77 S.F.

c.) Replace existing letters REAL ESTATE OF THE SUMMIT with new font letters, as shown

#1-c 30" h x 114" w = 23.75 S.F.



Sign #2 Skywalk Market

Existing Signs:

#2 19" h x 112" w = 14.77 S.F.



Sign #2 Skywalk Market

Amended Sign Layout:

a.) Remove existing and replace with new font letters SKYWALK MARKET - COFFEE - PIZZA - DELI - SWEETS, as shown

#2 19" h x 112" w = 14.77 S.F.



Sign #3 Skywalk Market & Coppertop

Existing Sign:

a.) Delete this sign and do not replace. No new sign here - removal only.

#3 19" h x 112" w = 14.77 S.F.



Sign #5 Resort & Conference Center Logo ID Sign

Existing Conditions:



Sign #5 Resort & Conference Center Logo ID Sign

Amended Sign Layout:

a.) The sign location shown on the lower wall section provides optimum visibility to guests on the adjacent chair lift. Installation of any signs on the upper bronze steel façade area is not recommended, for many reasons.

#5 107" h x 211" w = 156.78 S.F.



Sign #6 Front Entrance

Existing Signs:

6-b 8" h x 66" w = 3.66

6-c 14" h x 36" w = 3.5

6-d 14" h x 36" w = 3.5

6-e 16" h x 44" w = 11.4



Sign #6-a, 6-b, 6-c, 6-d, 6-e Front Entrance

Amended Sign Layout:

a.) RESORT CHECK-IN - Add this new sign, there is no sign above the entrance

#6-a 14" h x 144" w = 14 S.F.

b.) CLEARANCE 12' - Replace this with same size & same location, new font only

#6-b 8" h x 66" w = 3.66 S.F.

c.) BEAVER RUN LOGO #1 & #2 - Relocate this from the side stone column to the overhead entrance eave

#6-c/d 14" h x 36" w = 3.5 S.F.

e.) 620 VILLAGE ROAD address - Replace this with same size and same location, new font only

#6-e 16" h x 44" w = 11.4 S.F.



Sign # 7 Locker Room Window Graphics

Amended Sign Layout:

- a.) No permitting necessary
- b.) Follow Sign Code 9-15-15D: Window Signs



Sign #8 South Elevation Restaurant & Shops

Existing Signs:

36" h x 195" w = 48.75 S.F.



Sign #8 South Elevation: Skier Services, Après Bar, Restaurants, Shops

Amended Sign Layout:

a.) Remove and replace with new SKIER SERVICES, APRES BAR, RESTAURANTS, SHOPS, APRES BAR - RESTAURANTS - SHOPS, as shown

#8 84" h x 149" w = 86.91 S.F.



Sign #9 Spencer's Steaks & Spirits

Amended Sign Layout:

a.) Replace existing letters with new font only - same layout, same location, same size.

#9 6.5" h x 120" w = 5.41 S.F.



Sign # 10-a North Lobby Entrance

Existing Signs:

10-a 36" h x 72" w = 18 S.F.



Sign #10-b North Lobby Entrance

Amended Sign Layout:

a.) Remove the upper logo sign and add a new sign panel that incorporates the logo.

b.) BUILDINGS 2 & 3, 631 KINGS CROWN ROAD address and also NORTH LOBBY.

#10-b 20" h x 173" w = 24.02 S.F.

c.) The panel sign is mounted on steel brackets over the entrance and serves as a cosmetic cover over the gutters and other protrusions.



Freestanding Signs

Staff believes additional freestanding signage would be beneficial to the property. For guests arriving by foot, personal car, or public transit, additional wayfinding/directional could help identify buildings, check-in, and amenities.

Additionally, these could support traffic navigation with the directional for delivery drivers. Per 9-15-20(D), there is only one (1) freestanding sign allowed per lot, but per 9-15-20(D)(5), a large project with a MSP and more than three (3) buildings are allowed additional signage as determined by the Director (Staff).

This project will remain in the development plan of the resort and will be submitted for consideration of additional possible freestanding signage to help with directional/wayfinding on the property. Town of Breckenridge Planning Staff will determine if the proposed number is appropriate.

There are additional regulations for “Directory Signs” described in 9-15-20(H) that must be met if the signage falls more in a directory rather than directional for the buildings generally.

Project: Beaver Run Exterior Package
Customer: Beaver Run Resort
Contact: Andrew Sohikian | asohikian@beaverrun.com
Location: 620 Village Rd, Breckenridge, CO 80424

Location Map for Wayfinding Sign Posts



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Sign #E-15

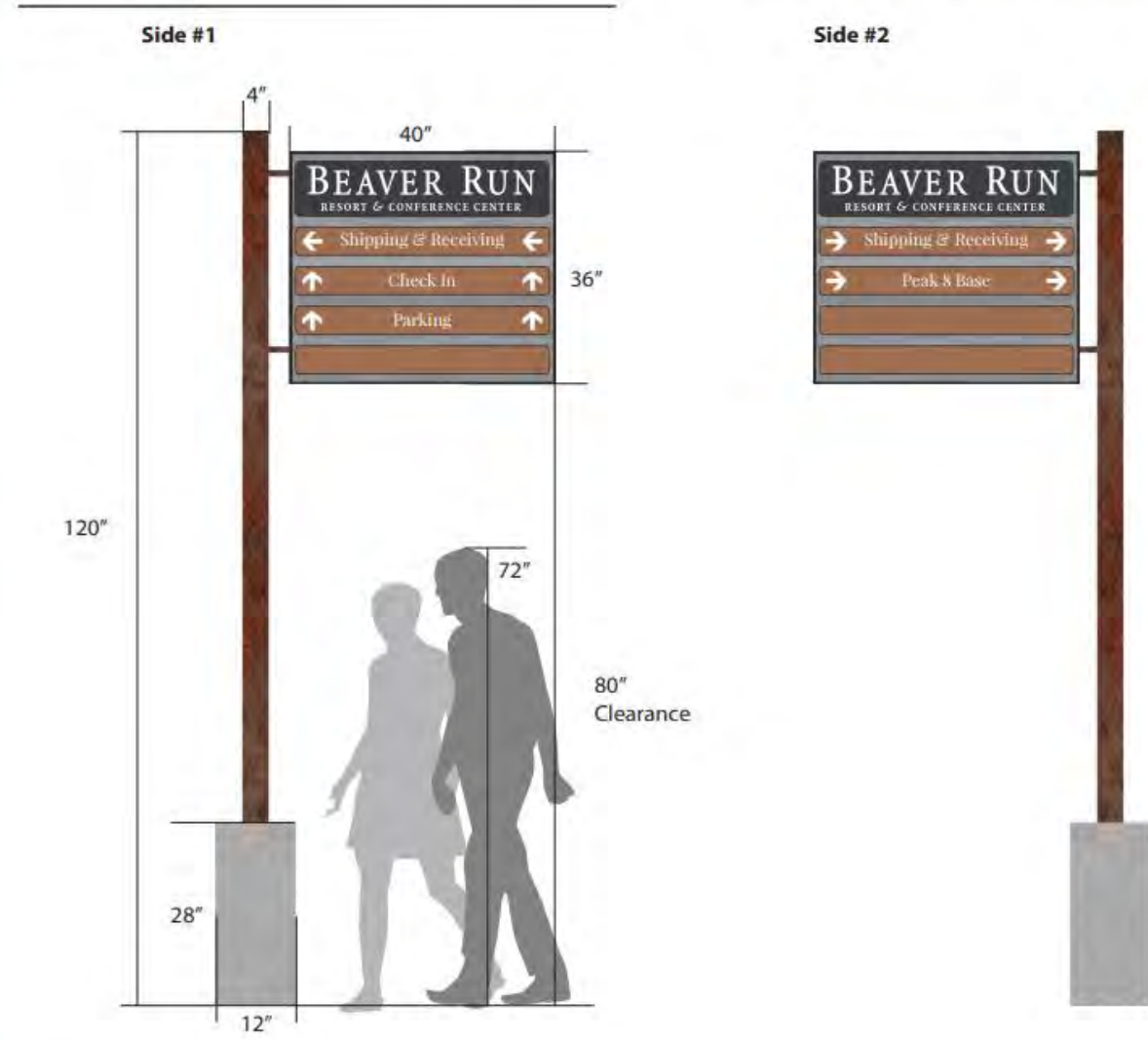
Wayfinding Sign Post

– Skier Parking Lot

120" h x 52" w =
13.2 S.F.

• **Project:** Beaver Run Exterior Package
Customer: Beaver Run Resort
Contact: Andrew Sohikian | asohikian@beaverrun.com
Location: 620 Village Rd, Breckenridge, CO 80424

E - 15 Wayfinding Signage
4" Steel patina tube with 1" steel tube flanges welded to post, supported by a direct burial concrete caison. The sign template is constructed out textured HDU panels and 5 removable HDU placards. Placards with no copy will remain blank to maintain consistency. The panels and placards are contained within a 4" deep aluminum skirt.



Sign #E-16

Wayfinding Sign Post

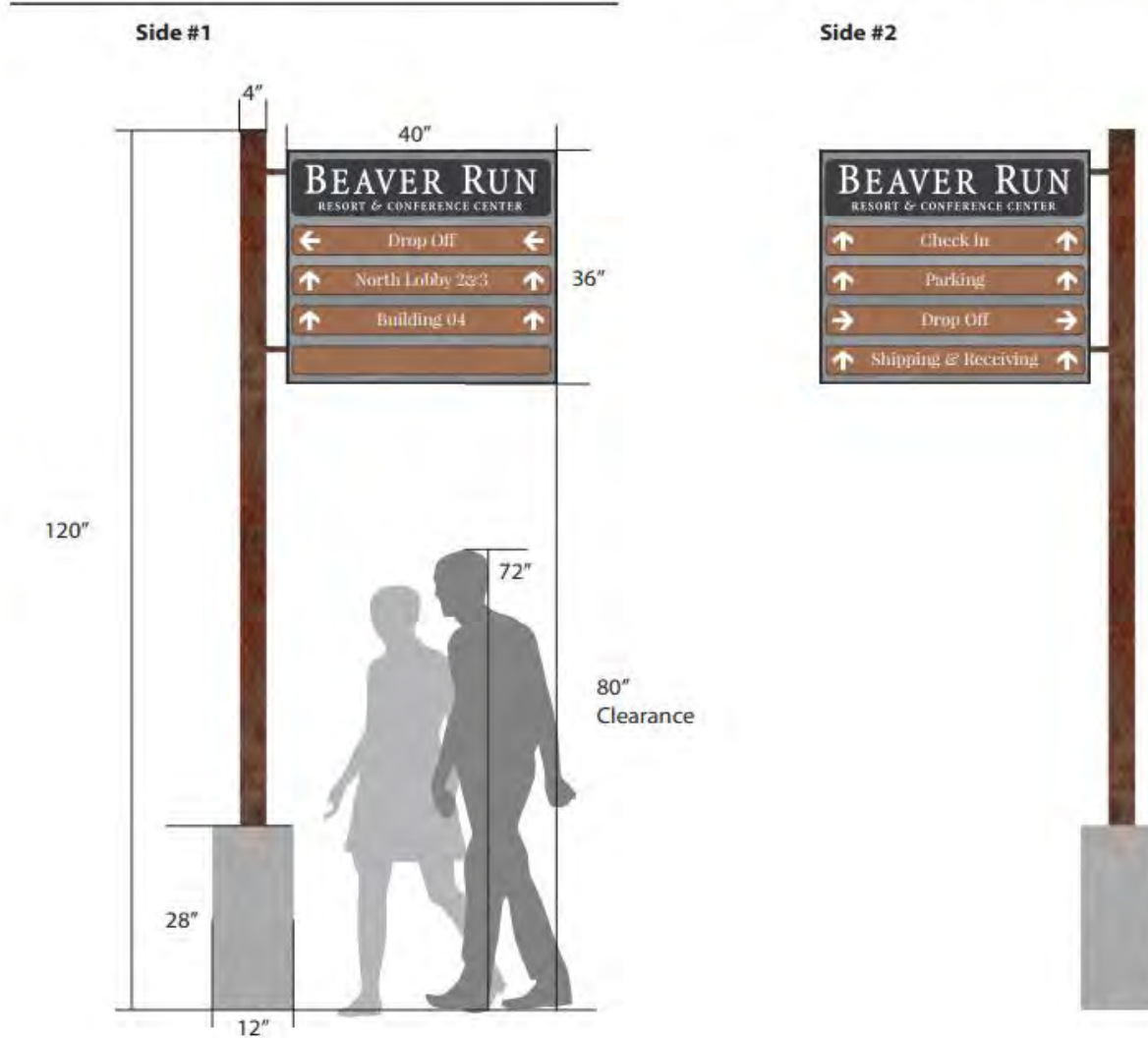
– Spencer's Parking Lot

120" h x 52" w =
13.2 S.F.

- **Project: Beaver Run Exterior Package**
Customer: Beaver Run Resort
Contact: Andrew Sohikian | asohikian@beaverrun.com
Location: 620 Village Rd, Breckenridge, CO 80424

E - 16 Wayfinding Signage

4" Steel patina tube with 1" steel tube flanges welded to post, supported by a direct burial concrete caison. The sign template is constructed out textured HDU panels and 5 removable HDU placards. Placards with no copy will remain blank to maintain consistency. The panels and placards are contained within a 4" deep aluminum skirt.



Sign #E-17

Wayfinding Sign Post

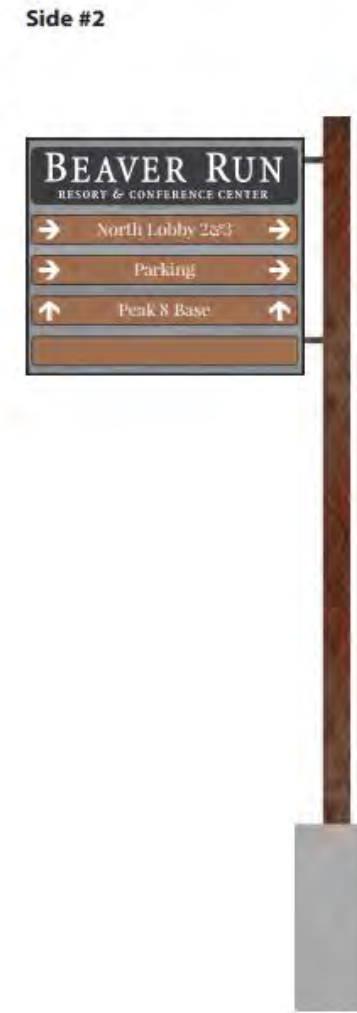
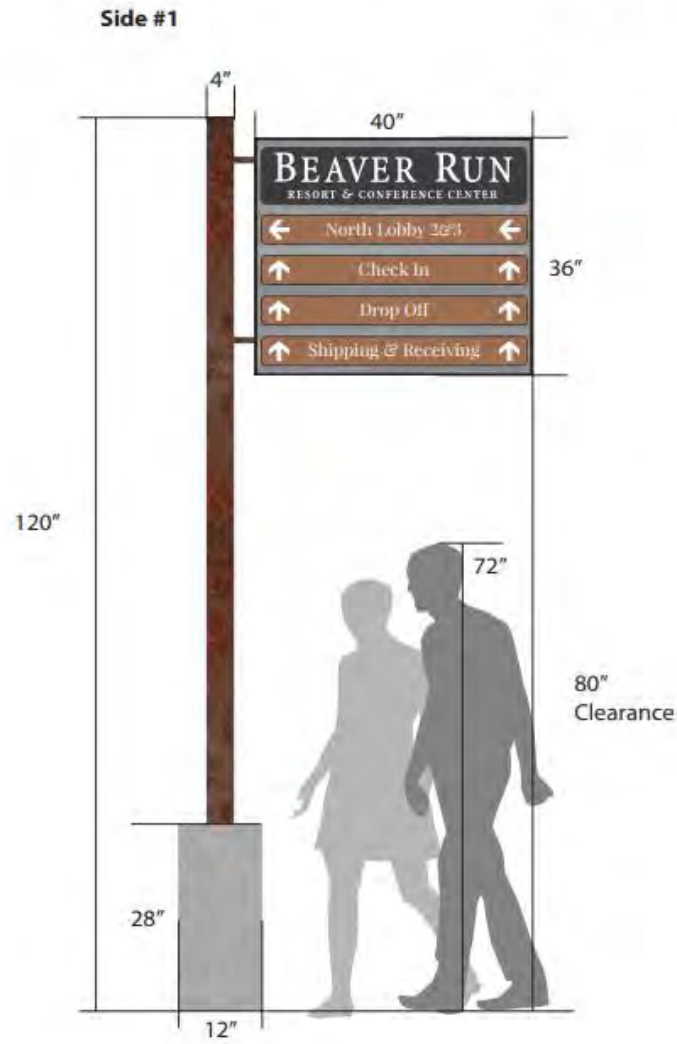
– Spencer's Parking Lot

120" h x 52" w
= 13.2 S.F.

Project: Beaver Run Exterior Package
Customer: Beaver Run Resort
Contact: Andrew Sohikian | asohikian@beaverrun.com
Location: 620 Village Rd, Breckenridge, CO 80424

E - 17 Wayfinding Signage

4" Steel patina tube with 1" steel tube flanges welded to post, supported by a direct burial concrete caisson. The sign template is constructed out textured HDU panels and 5 removable HDU placards. Placards with no copy will remain blank to maintain consistency. The panels and placards are contained within a 4" deep aluminum skirt.





Thank You!

Make it a great day!



Memo

To: Planning Commission
From: Chris Kulick, AICP – Planning Manager
Date: July 12, 2024 (for meeting of July 16, 2024)
Subject: Work Session: Unit A, 302 S. Main St. Employee Mitigation Relief

This work session is regarding a request for relief from the employee housing impact mitigation rates specified by Policy 24 (Absolute) Social Community. The proposed business would change the use of a 228 sq. ft. retail space to an Espresso Bar located at 302 S. Main St. The applicant is requesting feedback from the Commission regarding and has submitted the attached narrative and relief request, stating that no additional employees will be generated from the proposed changes in use. Previously, the Commission supported a similar request for the Highside Brewing Tap Room and the Pho Real counter service restaurant located at 301 N. Main St.

History

Unit A, 302 S. Main St. is part of the Shops at Old South Main Development which features four (4) renovated historic buildings that house retail uses along with three (3) non-historic buildings that feature eight (8) retail spaces and two (2) studio apartments owned by Robin Theobald. The applicant proposes to convert Unit A, 302 S. Main St. from a retail use to an Espresso Bar which qualifies as a “Eating and Drinking Establishment/Restaurant and Bar” per Policy 24A.

In July of 2020, the Town adopted Ordinance No. 17, Series 2020, known as the “Policy 24 Housing Ordinance”. This Ordinance required all new development to mitigate 35% of the employees that are generated by the new development, or by an increase of intensity of use over the existing use (i.e. retail to Eating and Drinking Establishment use). The required mitigation is 350 sq. ft. of housing per employee, which can be met onsite (25% minimum for new construction, demo/rebuilds, and changes of intensity of use except in Conservation District), off-site (for all other development), or via payment of a fee-in-lieu (only for any fractional remainder of the requirement generated totaling less than 1.0 employee). In March of 2021, the Town adopted Ordinance No. 7, Series 2021, known as the “Employee Generation and Mitigation Rates Amendment Ordinance”. This Ordinance added a fee-in-lieu calculation.

Staff Comments

Policy 24 (Absolute) Social Community: Per Sections C. through K. of this Policy, the proposed conversions would require 218 sq. ft. of employee housing or a \$61,912 fee in-lieu payment be provided. This is calculated (see table below) using the employee generation rate of 10.2 employees per 1,000 sq. ft. for “Eating and Drinking Establishments/Restaurants and Bars” listed in the Employee Generation Rates by Type of Use Table provided under Section D., Employee Generation and Mitigation Rates. “Eating and Drinking Establishment”, “Restaurant”, and “Bar” are not defined terms in the Development Code. “Retail Food Establishment” is a defined as follows:

RETAIL FOOD ESTABLISHMENT (Major/Minor Classification): An establishment that stores, prepares, or packages food or drink for human consumption or serves or otherwise provides food for human consumption to consumers directly or indirectly through a delivery service, whether such food is consumed on or off the premises or whether there is a charge for such food. A retail food establishment may or may not hold a hotel and restaurant license under the Colorado Liquor Code. The term "food service establishment" includes, but is not limited to, restaurants, delicatessens, and snack bars....

Proposed Conversion	
----------------------------	--

Unit A, 302 South Main St.: 228 sq. ft. conversion
Existing, Retail: 2.4 employees per 1,000 square feet of area
Proposed, Eating and Drinking Establishment/Restaurants and Bars: 10.2 employees per 1,000 square feet of area
Increase: 7.8 employees per 1,000 square feet of area
0.228 sq. ft. X 7.8 employees = 1.78 additional employees
Mitigate (35%) of the employees generated by the project
1.78 additional employees X 35% = 0.623 employees to be mitigated
350 sq. ft. housing per employee
0.623 employees X 350 sq. ft. = 218 sq. ft.
Total Housing Required: 218 sq. ft.
Total fee in-lieu per sq. ft. = \$284
218 sq. ft. x \$284 = \$61,912
Total Fee In-Lieu Required: \$61,912

Espresso Bar Conversion:

The applicant’s proposed espresso bar use involves “*servicing espresso and related beverages*”. Considering the proposed use includes the preparing of coffee drinks, staff categorizes the proposed espresso bar use as “Bar” use listed in the Employee Generation Rates by Type of Use Table. Because the applicant proposes to serve “drink”, the proposed espresso bar use meets the definition of “Retail Food Establishment”. A conversion of use from retail use to bar use will generate 1.78 additional employees per Policy 24/A and requires 0.623 of those employees to be housed. As this is less than 1.0 employee, the applicant may pay a fee in-lieu of \$61,912 instead of deed restricting 218 sq. ft. of housing for the proposed change in use.

The applicant’s narrative states that the proposed espresso bar will not generate an increase in employees from the existing retail use and requests the Commission to not require any employee housing to be provided for the proposed changes in use. Considering the small size of the unit and the lack of any onsite seating, it is certain that the espresso bar use generates less employees than a full service restaurant use that employees cooks, servers, bussing and host staff. Due to the small total size of the unit, 228 sq. ft., it is reasonable to believe that either an espresso bar or a retail operation would likely have “only one employee working at a time” as stated in the relief request letter. It is also likely the management/ownership personnel needs of the proposed espresso bar would not deviate from that of a retail operation at this location.

Since the Town is working with a consultant with recommendations based on local statistically significant numbers to update our employee generation policy, staff does not find it necessary for the applicant to provide a third-party employee generation analysis. In the draft analysis, the consultants recommend expanding food service to seven categories due to staffing differences between full-service restaurants, counter service restaurants, bars without food service and indoor and outdoor restaurants. Under the draft recommendations, the proposal qualifies as a “bar without food service” which generates 2.73 employees per 1,000 sq. ft. By comparison, the draft recommendations state retail uses generate 2.95 employees per 1,000 sq. ft. which is slightly more than the proposed bar use and thus would not require any mitigation for the proposed conversion see below.

Proposed Conversion Utilizing the Draft Analysis
Unit A, 302 South Main St.: 228 sq. ft. conversion
Existing, Retail: 2.95 employees per 1,000 square feet of area
Proposed, Bar (Without Food Service): 2.73 employees per 1,000 square feet of area
Decrease: -0.22 employees per 1,000 square feet of area
Total Housing Required: 0 sq. ft.

Based on the request of the applicant, does the Commission support a deviation from the employee generation table? If approved, staff would recommend conditions be included to clarify that the use and business model cannot be modified without a review of the employee mitigation generation impacts from the change.

Questions for the Planning Commission:

1. Based on the draft analysis information provided by Town, does the Commission support a deviation from the current employee generation table and not require any employee housing mitigation for the proposed espresso bar?
2. Does the Commission have any other feedback for staff or the applicant regarding the proposed changes in use?

Nichole Shepherd
302 South Main St.
Breckenridge, CO
info@donlomercantile.com
07/03/2024

To Whom it May Concern,

I am writing to formally request relief from the employee generation requirements as per Section C.2. of Policy 24/A for my proposed project to convert a 200-square-foot retail space into an Italian-style espresso Bar. This establishment will operate strictly as a grab-and-go cafe with no customer seating.

The nature of my business involves serving espresso and related beverages, and I anticipate having only one employee working at a time. The current employee generation rates outlined in the "Employee Generation Rates by Type of Use Table" do not accurately reflect the minimal staffing needs of my establishment, which remains consistent whether classified as retail or beverage use.

Moreover, the existing parking arrangement provides a designated spot in the rear for both customers and employees, ensuring that parking demand remains minimal and manageable.

Additionally, I am addressing the housing requirement per employee stipulated in the policy. Currently, I reside in a deed-restricted home on the same property with my husband, who will also be employed at the espresso bar. To meet the housing obligation, I am in the process of constructing a new home on the same property, which is expected to be completed by the end of August. Upon completion, my husband and I will relocate to the new residence, and the deed-restricted home will be rented to one of our employees or a local resident in need of affordable housing.

In support of my application, I have included a few photos of the space.

Granting relief from the standard employee generation rates is crucial for enabling the successful establishment of this small-scale, local business, which will contribute positively to the community by providing a quality job opportunity and a unique service.

I am willing to comply with any additional requirements or engage an independent third-party consultant, if necessary, to verify the adequacy of the evidence provided. Please do not hesitate to contact me should you require further information or clarification regarding this application.

Thank you for considering my request. I look forward to your favorable decision.

Sincerely,

Nichole Shepherd

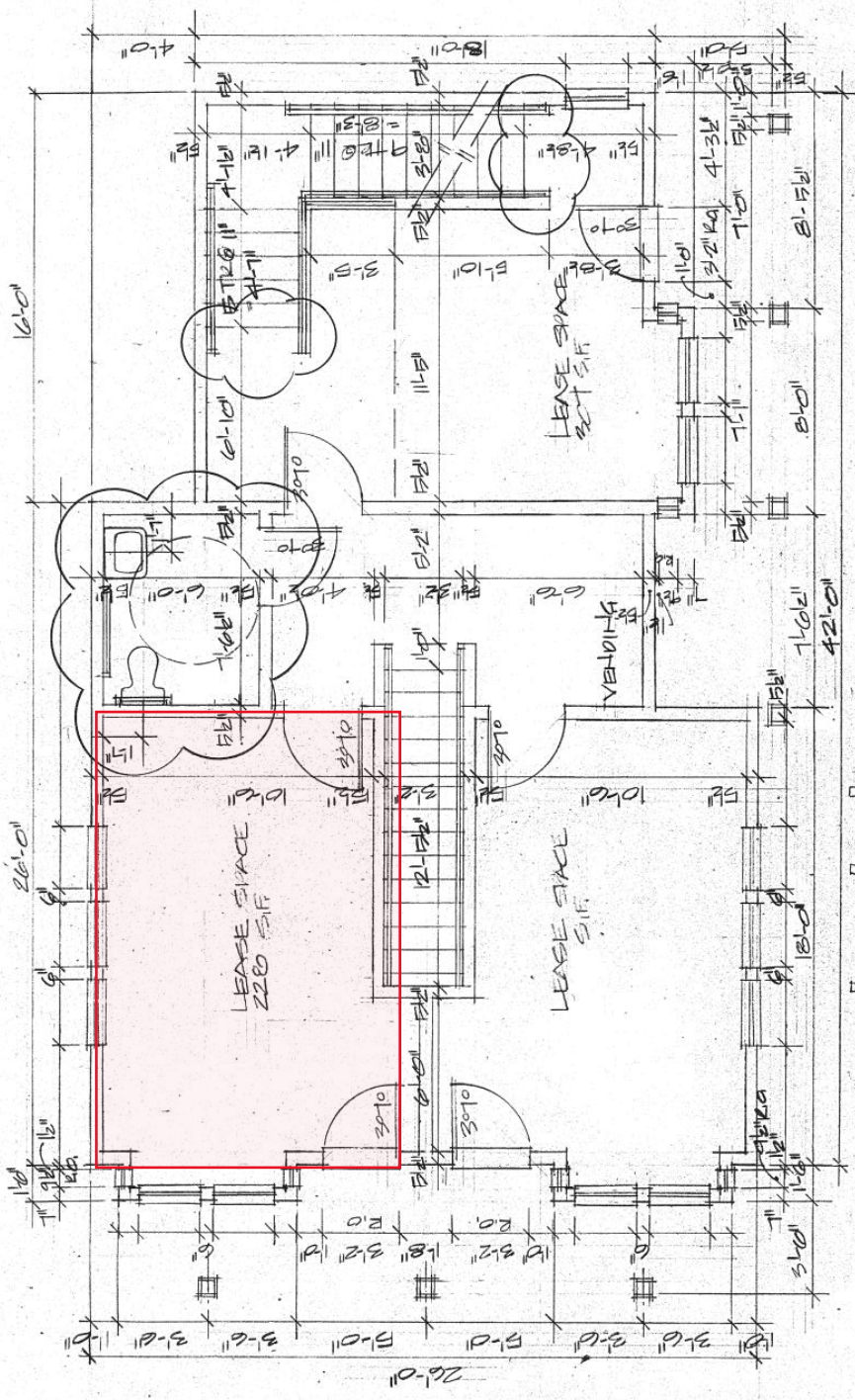
shops at historic south

BUILDING OWNER:
 VERATA INVESTMENT
 612 S. ABERY STREET
 SUITE 910
 DENVER, CO 80246
 303-321-1081

job no. 0409 rda no.

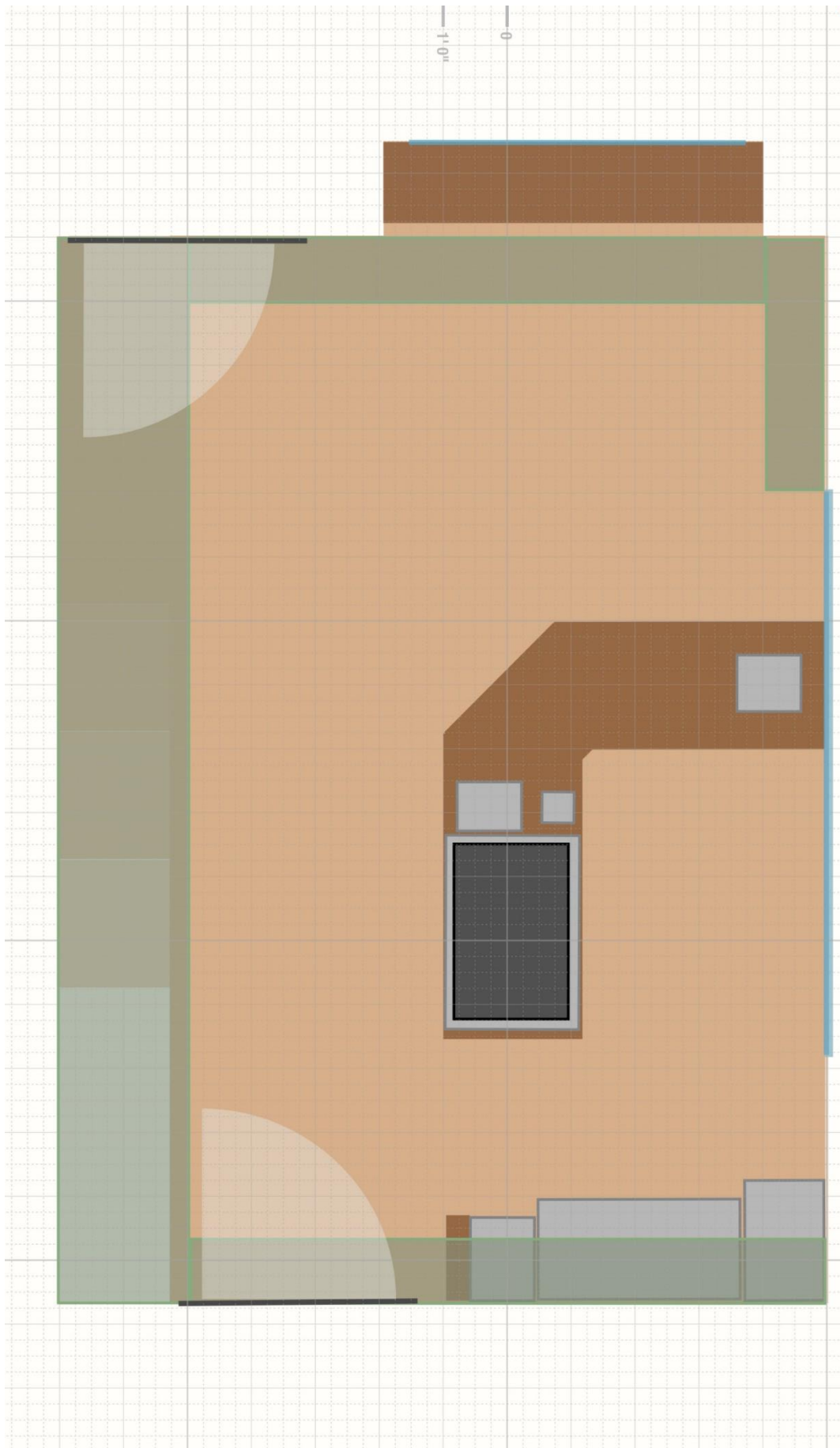
sht. no. **2**

one



main level plan

41'-10" 965 S.F.
 1125 S.F. / DENSITY
 2090 S.F. TOTAL





302

A





MEMORANDUM

To: Julia Puester, Laurie Best, Town of Breckenridge

From: Brian Duffany and Rachel Shindman
Economic & Planning Systems (EPS)

Subject: Draft Breckenridge Employee Generation Rate Study;
EPS #223144

Date: October 6, 2023; Revised January 24, 2024

The Economics of Land Use



The Town of Breckenridge hired EPS to conduct an employee generation study to support the Town's employee housing mitigation code. The intent of this study is to provide current local data on employee generation rates for nonresidential land uses to enable the Town to update Policy 24 of the Breckenridge Town Code regarding employee housing impact mitigation. The Town applies these employment generation rates to development proposals to calculate employee housing mitigation requirements.

The purpose of this memo is to:

- Quantify the number of employees generated by different types of commercial uses
- Provide current employee generation rates that can be incorporated into the Town's code

This memo outlines the methodology for determining the employee generation rates from a survey of local businesses. From the survey data and analysis, we recommend updated employee generation rates for inclusion in Town code. The survey instrument is included in **Appendix A**, and a summary of local housing needs and challenges reported by survey respondents is included in **Appendix B**.

The Town's current code requires housing mitigation for new construction in the following land use categories:

- Hotel/lodging/inn, boarding house, condominium, divisible unit, timeshare unit
- Multifamily housing and townhomes
- Office (including real estate and property management offices)
- Conference facilities
- Eating and drinking establishment/restaurants and bars (with outdoor dining areas included in area calculation)
- Health clubs
- Retail stores/personal services/service commercial/repair shops
- Spas

*Economic & Planning Systems, Inc.
730 17th Street, Suite 630
Denver, CO 80202-3511
303 623 3557 tel
303 623 9049 fax*

*Denver
Los Angeles
Oakland
Sacramento*

www.epsys.com

The study recommends revisions to these land use categories based on the survey analysis and similarities and differences between land use types. The analysis accounts for the ongoing employment resulting from operating the businesses in each land use category. Construction jobs occur one time when a project is built and are not included in this analysis.

Residential land uses require a different type of analysis to determine employee generation rates, and were not included within the scope of this study. This analysis focuses on the direct employment generated by non-residential businesses. The employees generated from the occupancy of residential development is based on indirect and induced employment and utilizes a different methodology.

Methodology

In the spring and summer of 2023, EPS and Town staff fielded a survey to businesses in the Town of Breckenridge. Following the online distribution of the survey, Town staff followed up directly with bar, restaurant, and hotel businesses to improve response rates from those categories.

The land use categories included within the survey were:

- Health and wellness (e.g., yoga, fitness/gym, physical therapy)
- Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding house)
- Maintenance, automotive, service, and/or repair (including warehouse and showroom space)
- Office, broken out into:
 - Business/professional (legal, accounting, architecture, etc.)
 - Finance/banking/insurance
 - Medical
 - Real estate/property management
- Personal services (e.g., salon, spa, nailcare, skincare)
- Recreation (e.g., tours, guiding services)
- Restaurant (majority of staffing is food service), broken out into:
 - Fast food/counter service (e.g., coffee shop, ice cream shop, deli, bakery)
 - Sit down/table service
- Retail (e.g., grocery, gas station/convenience, other retail), broken out into:
 - Grocery store
 - Other retail store (excluding grocery)
- Taphouse/brewery/bar (without food service)

Respondents were asked about the type of business they have or manage, the size of that business, and employment levels in a “typical week” during the winter high season, summer high season, and low season. Additional questions were asked about overall affordable housing needs and hiring/retention challenges employers are facing.

Restaurant respondents were asked about the presence and size of separate bar space. Restaurant and bar respondents were also asked about presence, size, and type of outdoor space (e.g., seating only, bar service, full service).

The survey was distributed to 442 businesses, with phone and email follow up to 42 business that did not originally respond. A total of 144 businesses responded to the survey and follow up. After cleaning the raw response data to remove partial responses, errors, and businesses that did not have physical space in the town, there were 109 usable responses. Response rates ranged from 10% to 83% among the various business categories. This data is sufficient to establish a reasonable relationship between the size of a business, the number of employees generated, and the Town’s employee housing mitigation requirements.

The data reported represents full time equivalent (FTE) jobs, accounting for both full time and part time employees (part time employees are considered 0.5 full time). Generation rates are reported as employees per 1,000 square feet, except for accommodations uses that are reported as employees per room/unit (per room for hotel/motel, per unit for timeshares).

Seasonal Variation

A key consideration in mountain resort communities is the seasonal variation of employment. To account for this, the survey asked for typical employment during winter high season, summer high season, and low season. Survey results were weighted based on 20 year seasonal employment trends, as shown in **Table 1**. This data shows the highest employment in winter, at 110 percent of yearly average, with summer employment at 93 percent of yearly average. October and May are the only months with employment less than 90 percent of the annual average.

Based on these trends, the winter high season is six months long (November through April), summer high season is four months (June through September), and low season is two months (May and October). Overall employment was calculated as a weighted average of the three seasonal employment metrics based on this distribution.

Table 1. Summit County Seasonal Employment, 2000-2021

Description	2000	2005	2010	2016	2017	2018	2019	2020	2021	Average
Monthly Employment										
January	21,349	20,300	19,864	23,553	24,027	24,455	24,825	25,262	22,677	21,924
February	21,521	20,380	19,982	23,650	23,943	24,288	24,793	25,245	22,953	21,942
March	21,697	20,698	19,961	23,534	23,963	24,242	24,620	24,763	22,961	21,988
April	20,509	18,381	17,994	21,143	21,893	22,108	22,489	13,404	21,779	19,562
May	16,225	15,019	14,194	17,334	17,658	18,236	18,868	14,138	18,834	15,982
June	17,315	16,236	15,184	19,411	20,000	20,402	20,756	16,202	19,656	17,421
July	17,926	16,803	16,138	20,028	20,557	20,909	21,329	18,305	20,286	18,155
August	18,045	16,693	16,069	19,972	20,505	20,490	21,118	18,799	20,113	18,117
September	17,170	16,033	15,326	19,346	19,783	19,712	20,164	18,465	19,344	17,366
October	17,289	15,846	14,854	18,620	19,187	19,199	19,885	18,205	18,914	16,902
November	19,318	17,419	16,548	20,233	21,011	22,022	22,512	19,930	21,001	18,818
December	22,322	20,638	19,907	23,842	24,165	24,586	24,978	22,386	23,299	21,724
Average	19,224	17,871	17,168	20,889	21,391	21,721	22,195	19,592	20,985	19,158
Monthly Employment Indexed to Annual Average										
January	1.11	1.14	1.16	1.13	1.12	1.13	1.12	1.29	1.08	1.15
February	1.12	1.14	1.16	1.13	1.12	1.12	1.12	1.29	1.09	1.15
March	1.13	1.16	1.16	1.13	1.12	1.12	1.11	1.26	1.09	1.15
April	1.07	1.03	1.05	1.01	1.02	1.02	1.01	0.68	1.04	1.02
May	0.84	0.84	0.83	0.83	0.83	0.84	0.85	0.72	0.90	0.83
June	0.90	0.91	0.88	0.93	0.93	0.94	0.94	0.83	0.94	0.91
July	0.93	0.94	0.94	0.96	0.96	0.96	0.96	0.93	0.97	0.95
August	0.94	0.93	0.94	0.96	0.96	0.94	0.95	0.96	0.96	0.95
September	0.89	0.90	0.89	0.93	0.92	0.91	0.91	0.94	0.92	0.91
October	0.90	0.89	0.87	0.89	0.90	0.88	0.90	0.93	0.90	0.88
November	1.00	0.97	0.96	0.97	0.98	1.01	1.01	1.02	1.00	0.98
December	1.16	1.15	1.16	1.14	1.13	1.13	1.13	1.14	1.11	1.13
Average	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Source: QCEW; Economic & Planning Systems

Survey Analysis and Results

EPS analyzed the survey data to determine the employee generation rates for the land use categories with usable responses from the survey. The number of responses by business and land use type are summarized in **Table 2**.

Table 2. Survey Responses by Business Type

Description	Number of Respondents	Pct Respondents
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3	3%
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	3	3%
Personal services (e.g. salon, spa, nailcare, skincare)	5	5%
Recreation (e.g. tours, guiding services)	1	1%
Taphouse/Brewery/Bar (without food service)	6	6%
Restaurant (majority of staffing is food service)	25	23%
<i>Fast food/counter service (e.g. coffee shop, ice cream shop, deli, bakery)</i>	4	4%
<i>Sit down/table service</i>	21	19%
Retail (e.g. grocery, gas station/convenience, other retail)	31	28%
Office (e.g. medical, professional, real estate, nonprofit, consulting)	25	23%
<i>Business/professional (legal, accounting, architecture, etc)</i>	5	5%
<i>Finance/banking/insurance</i>	3	3%
<i>Medical</i>	2	2%
<i>Real estate/property management</i>	15	14%
Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding hous)	10	9%
Total	109	100%

Source: Economic & Planning Systems

After the initial data cleaning, responses in each business and land use category were evaluated for the number of total responses and major similarities or differences. Some land use categories were then combined if they had similar employment generation rates. Some categories also had to be excluded for small sample sizes.

Office business types were consolidated into a single category because there was not any significant variation on employment generation rates across business types in office space. Recreation businesses and grocery stores were excluded from the analysis because there were insufficient responses. A process for addressing these cases and unique land uses is addressed in the Implementation Considerations section.

In restaurants, the presence of separate bar space is not considered to be a differentiator, as it was not found to have an impact on employee generation. Within restaurants, however, fast food/counter service businesses were found to have significantly lower employee generation rates from sit down/table service restaurants, and are thus differentiated within the analysis and recommendations. Additionally, as discussed below, the size of outdoor space at sit down/table service restaurants was found to impact employee generation rates and this is also differentiated within the analysis and recommendations.

Employee Generation

Employment and business size data from the survey was used to calculate employees per 1,000 square feet for all respondent businesses, and in aggregate for all business and/or land use types. The ranges, medians, and averages were all considered in determining the employment generation rates, as shown in **Table 3**. Data was analyzed for winter season, summer season, low season, and the weighted annual average (as described above). The weighted average employment was determined to be the most appropriate metric to determine overall employee generation rates. Based on this metric, employee generation rates range from 2.7 employees per 1,000 square feet for taphouse/brewery/bar uses to 12.8 employees per 1,000 square feet for sit down/table service restaurants with outdoor space that is greater than 25 percent of the size of indoor space.

Table 3. Employee Generation Summary

Land Use Category	Respondents	Winter Employees per 1,000sf				Summer Employees per 1,000sf				Employees per 1,000sf				Employees per 1,000sf			
		Low	High	Median	Average	Low	High	Median	Average	Low	High	Median	Average	Low	High	Median	Average
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3	1.0	7.6	2.0	3.5	1.0	7.6	2.0	3.5	1.0	5.5	2.0	2.8	1.0	7.2	2.0	3.4
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	3	1.5	6.5	2.1	3.4	1.5	4.5	2.1	2.7	1.5	2.1	2.0	1.9	1.5	5.1	2.1	2.9
Personal services (e.g. salon, spa, nailcare, skincare)	5	3.6	9.1	6.0	5.8	1.8	9.1	6.0	5.5	1.8	9.1	4.3	4.8	2.7	9.1	5.7	5.5
Taphouse/Brewery/Bar (without food service)	6	1.3	7.8	2.5	3.1	1.3	7.8	1.8	3.0	1.2	3.3	1.8	2.0	1.3	7.0	2.0	2.7
Restaurant (majority of staffing is food service)	25	2.6	21.0	10.4	10.1	1.7	21.0	9.6	10.0	1.7	16.9	7.0	7.4	2.2	20.3	9.1	9.6
<i>Fast food/counter service (e.g. coffee shop, ice cream shop, deli, bakery)</i>	4	2.6	4.1	3.5	3.4	1.7	4.5	3.9	3.5	1.7	2.9	2.2	2.2	2.2	3.9	3.5	3.3
<i>Sit down/table service</i>	21	4.9	21.0	10.6	11.6	4.9	21.0	10.8	11.4	1.7	16.9	7.7	8.5	4.6	20.3	10.8	11.0
<i>Outdoor space at up to 25% of indoor size</i>	8	4.9	13.1	7.8	9.2	4.9	13.6	7.5	8.6	1.7	10.5	4.5	5.5	4.6	12.6	7.4	8.3
<i>Outdoor space greater than 25% of indoor size</i>	12	6.4	21.0	12.7	13.3	6.4	21.0	12.5	13.1	2.1	16.9	10.3	10.6	5.7	20.3	12.0	12.8
Retail (e.g. grocery, gas station/convenience, other retail)	31	0.4	15.4	2.0	2.9	0.4	34.6	2.0	3.8	0.5	4.3	1.1	1.7	0.3	19.9	1.8	2.9
Office (e.g. medical, professional, real estate, nonprofit, consulting)	25	1.2	30.0	4.8	6.7	1.2	25.0	4.8	5.9	1.2	22.5	4.8	5.7	1.2	24.6	4.8	6.3
Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding house) <i>employees per room/unit</i>	10	0.14	0.47	0.22	0.25	0.14	0.38	0.20	0.23	0.09	0.31	0.16	0.19	0.14	0.39	0.20	0.23

Note: Hospitality employee generation rate is reported as employees per room/unit
Source: Economic & Planning Systems

Outdoor Space

An objective of the survey was to determine if the presence of outdoor space at restaurants and bars affected employee generation rates, and how best to account for outdoor space within the mitigation policy.

As part of the business survey, restaurants and bars were asked whether they had outdoor space and if so, what type of space (seating only, bar service only, or food service). All but two respondent businesses (one bar and one restaurant) reported having outdoor space. Therefore, there is not enough data from the responses to differentiate between restaurants with and without outdoor space as the employment cannot be disaggregated between the indoor and outdoor space.

For bar space, a single employment generation metric, calculated based on indoor square footage, is appropriate and captures employment associated with both indoor and outdoor space. For fast food/counter service restaurants, the only reported outdoor space was for seating only – because this is not “staffed” space, the employment generation rates do not need to account for the size of outdoor space.

For sit-down/table service restaurants with outdoor staffed space, there is a difference in employment generation rates between those where the outdoor space is less than 25 percent the size of the indoor space (e.g., a maximum of 500 square feet of outdoor space for a 2,000 square foot restaurant) and those where the outdoor space is 25 percent or greater the size of the indoor space.

As shown in **Table 4**, when calculated based on indoor square footage, for restaurants where outdoor space is sized at up to 25 percent of the square footage of the indoor space, average employee generation is 8.34 employees per 1,000 square feet. For restaurants where outdoor space is sized at 25 percent or greater the size of indoor space, employee generation averages 12.78 employees per square foot.

Table 4. Sit-Down Restaurant – Outdoor Space Detail

Land Use Category	Respondents	Weighted Average Employees per 1,000sf			
		Low	High	Median	Average
Sit down/table service restaurants					
Outdoor space at up to 25% of indoor size	8	4.63	12.65	7.37	8.34
Outdoor space greater than 25% of indoor size	12	5.71	20.28	11.96	12.78

Source: Economic & Planning Systems

EPS recommends that the employee generation calculation be done on the indoor space only; the generation rate accounts for staffing across both indoor and outdoor space.

- For new restaurants with outdoor space up to 25 percent of the indoor space (including those with no outdoor space), employee generation should be calculated (based on indoor square footage) at 8.34 employees per 1,000 square feet.
- For new restaurants where outdoor space is 25 percent or more of the indoor floor area, the generation rate is 12.78 employees per 1,000 square feet.
- If outdoor space is added to an existing restaurant resulting in 25 percent or more of the indoor floor area, a rate of 4.44 employees per 1,000 square feet (12.78 minus 8.34) should be used to calculate the mitigation required for the outdoor expansion. The mitigation rate is applied to the indoor square footage to capture the difference in employment generation above the 25 percent threshold.

The application of these generation rates is shown in **Table 5**. Three example restaurants are shown – one with no indoor space, one with outdoor space that accounts for 25 percent or more of indoor space, and one with outdoor space that initially accounts for less than 25 percent of indoor space that then builds an outdoor addition.

- For a restaurant with no outdoor space, an employee generation rate of 8.34 employees per 1,000 square feet is applied. For a 5,000 square foot restaurant, this results in 41.70 employees generated.
- For a restaurant with outdoor space accounting for 25 percent or more of indoor space, a higher employee generation rate of 12.78 employees per 1,000 square feet is used. For a 5,000 square foot restaurant with 2,500 square feet of outdoor space, this results in 63.90 employees (employee generation is calculated on indoor space).
- For a restaurant with outdoor space accounting for less than 25 percent of indoor space, the same employee generation rate of 8.34 employees per 1,000 square feet is applied. For this 5,000 square foot restaurant with 1,000 square feet of outdoor space, this results in 41.70 employees (employee generation is calculated on indoor space). If this restaurant adds outdoor space that results in total outdoor space accounting for 25 percent or more of indoor space, a marginal employee generation rate of 4.44 employees per 1,000 square feet is applied to the indoor space. For this restaurant that adds 1,500 square feet of outdoor space, resulting in a total of 2,500 (50 percent of indoor space), this results in an additional 22.20 employees, for a total of 63.90 employees generated.

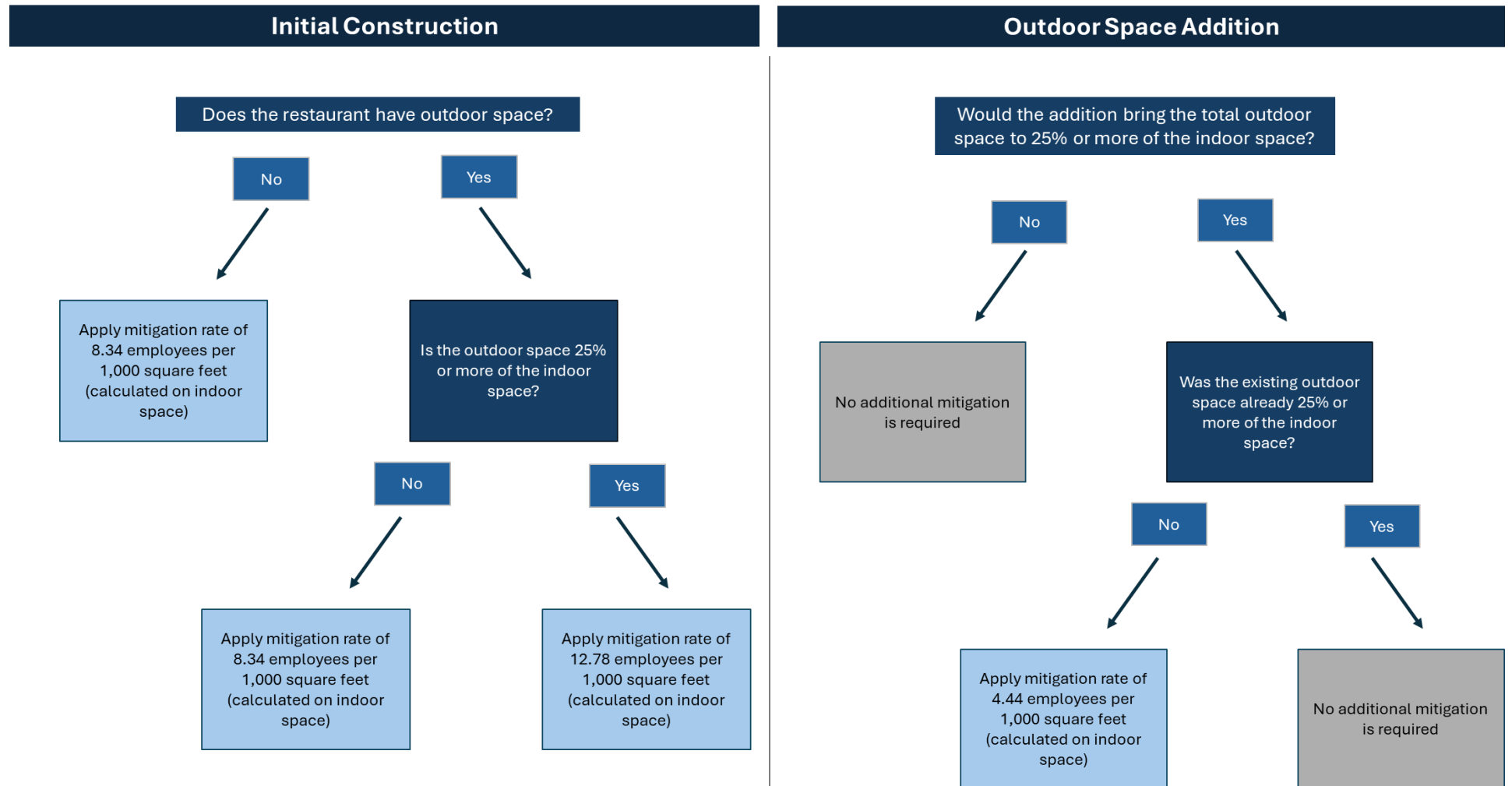
Table 5. Restaurant Mitigation Example Calculation

Description	Calculation	No Outdoor Space	Outdoor Space ≥25% of Indoor Space	Outdoor Space <25% of Indoor Space
Initial construction				
Restaurant Indoor Space	A	5,000 sq. ft.	5,000 sq. ft.	5,000 sq. ft.
Restaurant Outdoor Space	B	0 sq. ft.	2,500 sq. ft.	1,000 sq. ft.
outdoor space as % of indoor	$C = B / A$	0%	50%	20%
Employee generation rate	D	8.34	12.78	8.34
Initial employees generated	$E = D * (A/1000)$	41.70	63.90	41.70
Addition of outdoor space to existing restaurant				<u>Outdoor Addition</u>
Added space	F			1,500 sq. ft.
New total outdoor space	$G = B + F$			2,500 sq. ft.
Total outdoor as % of indoor	$H = G / A$			50%
Mitigation rate on additional outdoor space	$I = 12.8 - 8.3$			4.44
Additional employees generated	$J = I * (A/1000)$			22.20
Total Employees Generated	E + J	41.70	63.90	63.90

Source: Economic & Planning Systems

As outlined through this example, if a restaurant adds outdoor space additional mitigation would only be required if outdoor space had previously accounted for less than 25 percent of indoor space, and with the addition it crosses the threshold into 25 percent or more. In this case, a marginal employee generation rate of 4.44 employees per 1,000 square feet (12.78 – 8.34) is applied to the indoor space to account for the additional employment. If, with the additional outdoor space, the total outdoor space still accounts for less than 25 percent of indoor space then no additional mitigation is required. If existing outdoor space was already sized at 25 percent or more of indoor space, no additional mitigation is required. A flow chart outlining how this is applied is shown in **Figure 1**.

Figure 1. Outdoor Restaurant Space Mitigation Rate Flow Chart



Recommended Employee Generation Rates

Based on the survey results reported above, EPS recommends the following employee generation rates for the Town of Breckenridge.

Table 6. Recommended Employee Generation Rates

Description	Recommended Employee Generation Rate
Restaurant (majority of staffing is food service)	
Fast food/counter service	3.26 employees per 1,000 sq. ft.
Sit down/table service - outdoor space at up to 25% of indoor size ¹	8.34 employees per 1,000 sq. ft.
Sit down/table service - outdoor space greater than 25% of indoor size ¹	12.78 employees per 1,000 sq. ft.
Outdoor additions ²	4.44 employees per 1,000 sq. ft.
Taphouse/Brewery/Bar (without food service)	2.73 employees per 1,000 sq. ft.
Health and wellness (e.g. yoga, fitness/gym, physical therapy)	3.41 employees per 1,000 sq. ft.
Maintenance, automotive, service, and/or repair (including warehouse and showroom space)	2.88 employees per 1,000 sq. ft.
Personal services (e.g. salon, spa, nailcare, skincare)	5.54 employees per 1,000 sq. ft.
Retail	2.95 employees per 1,000 sq. ft.
Office	6.26 employees per 1,000 sq. ft.
Hospitality	0.23 employees per room/unit

¹ Rate applied to indoor square footage

² Rate applied only if previous outdoor space was <25% of indoor, addition crosses threshold to ≥25% of indoor size

Source: Economic & Planning Systems

Implementation Considerations

This analysis has documented reasonable employee generation rates for the Town, based on local data for existing businesses. As with any policy, however, there will need to be various considerations for implementation, including:

- The Town should allow flexibility for an applicant to “prove otherwise” if they believe their business will have significantly different employment than what the generation calculation determines. The onus would be on the applicant to show this.
- Similarly, the Town should allow for separate review for uses that do not align with these townwide averages and/or are significantly different from those included in this analysis. This may include recreation businesses, grocery stores, and other uses without sufficient data to provide average generation rates.

Appendix A: Survey

Breckenridge Employee Generation Survey

Breckenridge Employee Generation Survey

The Town of Breckenridge is updating its policy on workforce housing and would like your assistance to update information on the amount of jobs hosted for different types of businesses in the Town.

You are being asked to complete this survey to provide information on the size of your business, number of employees, as well as to provide input on more general housing-related topics.

Survey results will only be reported in the aggregate. No individual business will be identified in the results. Business name, location, and contact information are collected at the end of the survey for data validation and/or follow-up purposes. No business will be individually identified in the reporting of results.

This survey is being conducted by Economic & Planning Systems on behalf of the Town of Breckenridge. If you have any questions, please contact rshindman@epsdenver.com

Breckenridge Employee Generation Survey

1. Do you own or lease commercial space for a business in Breckenridge?

- Yes
- No (home based, mobile, or other business)

Breckenridge Employee Generation Survey

* 2. What type of business do you have? Please select the answer that best applies to the majority of your space.

- Retail (e.g. grocery, gas station/convenience, other retail)
- Office (e.g. medical, professional, real estate, nonprofit, consulting)
- Health and wellness (e.g. yoga, fitness/gym, physical therapy)
- Personal services (e.g. salon, spa, nailcare, skincare)
- Maintenance, automotive, service, and/or repair (including warehouse and showroom space)
- Bar (with food, but majority of staffing is serving alcohol)
- Taphouse/Brewery/Bar (without food service)
- Restaurant (majority of staffing is food service)
- Hospitality (hotel, motel, lodge, condominium, timeshare, divisible unit, boarding hous)
- Conference
- Recreation (e.g. tours, guiding services)
- Other (please specify)

Breckenridge Employee Generation Survey

Retail Business Detail

3. Please select the type of retail business

- Gas station/convenience store
- Other retail store (excluding grocery)
- Grocery store

Breckenridge Employee Generation Survey

Office Business Detail

4. Please select the type of office business

- Business/professional (legal, accounting, architecture, etc)
- Finance/banking/insurance
- Real estate/property management
- Nonprofit/civic use
- Medical
- Other (please specify)

Breckenridge Employee Generation Survey

Restaurant Business Detail

5. Please select the type of restaurant business

- Fast food/counter service (e.g. coffee shop, ice cream shop, deli, bakery)
- Sit down/table service

6. Does your restaurant have a separate bar area?

- Yes
- No

Breckenridge Employee Generation Survey

Restaurant/Bar Detail

7. Does your business include outdoor space?

Yes

No

8. If so, what type/what size? Please enter square footage for all outdoor space.

Square feet of outdoor seating only (no service)

Square feet of outdoor bar service only

Square feet of outdoor food service

Breckenridge Employee Generation Survey

Hospitality Business Detail

9. Please select the type of hospitality business

- Limited service (1-2 star)
- Mid-level (2-3 star)
- Luxury (4+ star)

Breckenridge Employee Generation Survey

Business Size

10. What is the size of **indoor** commercial space occupied?

Number of stores/locations in Breckenridge

Total square feet (all locations)

For lodging/timeshare businesses - number of rooms or units, including divisible/lock off rooms

Breckenridge Employee Generation Survey

Employment Detail

11. For a typical week during the **WINTER HIGH** season, how many employees do you have?

Full time

Part time

12. For a typical week during the **SUMMER HIGH** season, how many employees do you have?

Full time

Part time

13. For a typical week during the **LOW/SHOULDER** season, how many employees do you have?

Full time

Part time

Breckenridge Employee Generation Survey

Additional Business Information

14. How long has this business been operating in Breckenridge?

- Less than 2 years
- 2 to 5 years
- 6 to 10 years
- 11 to 20 years
- More than 20 years

15. How does the number of employees you have today compare to the number of employees you had 5 years ago?

- More employees
- Fewer employees
- No change
- N/A - not in business 5 years ago

If more or fewer employees, please indicate how many more or fewer

16. If you have changed the number of employees, please choose the main reason for the change

- Fewer customers/reduction in sales/less business
- More customers/increase in sales/more business
- Reduced the size of space in which you do business
- Increased the size of space in which you do business
- Labor shortage/challenges in hiring staff (cannot staff up to desired level)
- Other (please describe)

17. During the next year, do you expect the number of persons you employ will...

- Stay the same
- Increase
- Decrease

If increase or decrease, please indicate approximately how many more or fewer employees you expect

Breckenridge Employee Generation Survey

Additional Questions

The Town would like to better understand what local businesses perceive as workforce housing needs related to current and future Town workforce housing programs and how best to outreach to employees.

18. Do the majority of your employees live in the Breckenridge area?

- Yes - in Breckenridge
- Yes - in the surrounding area
- No
- Other (please specify)

19. To what degree does housing affect your ability to **hire** qualified staff?

- Not a factor
- A minor factor
- A major factor

20. To what degree does housing affect your ability to **retain** qualified staff?

- Not a factor
- A minor factor
- A major factor

21. If housing is a factor, is this primarily due to: (select all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Lack of available housing <u>to rent</u> | <input type="checkbox"/> Cost of housing <u>to buy</u> |
| <input type="checkbox"/> Lack of available housing <u>to buy</u> | <input type="checkbox"/> Lack of pet friendly housing |
| <input type="checkbox"/> Quality of available housing <u>to rent</u> | <input type="checkbox"/> Size of available housing |
| <input type="checkbox"/> Quality of available housing <u>to buy</u> | <input type="checkbox"/> Location of available housing |
| <input type="checkbox"/> Cost of housing <u>to rent</u> | |
| <input type="checkbox"/> Other (please specify) | |

22. What are the most common ways your employees adjust when they cannot find housing to meet their affordability needs and/or preferences? (select all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> Tolerate a long commute | <input type="checkbox"/> Use credit cards to pay for expenses | <input type="checkbox"/> Rent a room in someone's house |
| <input type="checkbox"/> Pick up an extra job | <input type="checkbox"/> Pay more than what they can afford/become cost burdened | <input type="checkbox"/> Live in a car |
| <input type="checkbox"/> Ask family members to help financially | <input type="checkbox"/> Get more roommates/live in crowded conditions | <input type="checkbox"/> Camp |
| <input type="checkbox"/> Live with family | <input type="checkbox"/> Live in housing in poor condition/in need of repair | |
| <input type="checkbox"/> Other (please specify) | | |

23. Do you provide any housing assistance programs for your employees? (select all that apply)

- Rental security deposits
- Downpayment assistance
- Maintain and rent units for employees
- Subsidize employee rental costs (i.e., pay a portion of the rent)
- Negotiate lower rents for your employees with local housing providers/landlords
- No, I do not provide any housing assistance programs
- Other (please specify)

24. Are you aware of your employees working multiple jobs?

- Yes
- No

25. If yes, please estimate the percentage of employees working additional jobs

26. What would be the most effective ways to reach out to your employees about future workforce housing programs and opportunities? Select all that apply (and include any additional strategies through the "other" answer)

- Social media
- Radio
- Town website
- Fliers at business
- Spanish language outreach
- Outreach in other language(s)

Other (please specify)

27. Do you have any other feedback you'd like to share?

Breckenridge Employee Generation Survey

28. Please enter your contact information (note that all data collected will be reported anonymously - contact information is requested for any follow-ups that may be required)

Contact Person	<input type="text"/>
Name of Business	<input type="text"/>
Business Address	<input type="text"/>
Business Address 2	<input type="text"/>
City/Town	<input type="text"/>
ZIP/Postal Code	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>

Thank you for your participation! We encourage you to send this link on the Town's existing workforce housing programs and interested parties list to your employees
<https://www.townofbreckhousing.com/programs>

Appendix B: Housing Impacts

The survey also asked employers about housing impacts seen in recruitment and retention. These responses are summarized below. Note that not all respondents answered each question, and many questions were structured for respondents to select all answers that apply, so data is provided in absolute numbers rather than percentages or distributions.

How long has your business been operating? Two-thirds of respondents who answered this question have been in business 11 years or longer.

How long has this business been operating in Breckenridge?	Number of Respondents
Less than 2 years	3
2 to 5 years	10
6 to 10 years	17
11 to 20 years	23
More than 20 years	36

How has your employment changed compared to 5 years ago? One-quarter of respondents who answered this question have fewer employees than 5 years ago; one-third of respondents have more employees, and another one-third have seen no change.

How does the number of employees you have today compare to the number of employees you had 5 years ago?	Number of Respondents
Fewer employees	21
More employees	30
No change	31
N/A - not in business 5 years ago	7

Why has the number of employees changed? The two most common responses were more employees as a result of an increase in customers/sales, and fewer employees as a result of labor shortages and challenges in hiring.

If you have changed the number of employees, please choose the main reason for the change	Number of Respondents
Fewer customers/reduction in sales/less business	4
More customers/increase in sales/more business	24
Reduced the size of space in which you do business	2
Increased the size of space in which you do business	1
Labor shortage/challenges in hiring staff (cannot staff up to desired level)	18
Other (please describe)	6

How will employment change in the next year? Most respondents expect their employment to stay the same; of those that expect a change, more expect employment to increase than decrease.

During the next year, do you expect the number of persons you employ will...	Number of Respondents
Decrease	12
Increase	22
Stay the same	55

Where do employees live? Nearly all respondents indicated that the majority of their employees live in Breckenridge or the surrounding area.

Do the majority of your employees live in the Breckenridge area?	Number of Respondents
Yes - in Breckenridge	36
Yes - in the surrounding area	38
No	9

How does housing affect hiring? Two-thirds of those who responded to this question indicated that housing is a major factor in hiring qualified staff.

To what degree does housing affect your ability to hire qualified staff?	Number of Respondents
A major factor	57
A minor factor	18
Not a factor	10

How does hiring affect retention? 62% of those who responded to this question indicated that housing is a major factor in retaining qualified staff.

To what degree does housing affect your ability to retain qualified staff?	Number of Respondents
A major factor	53
A minor factor	21
Not a factor	11

How is housing a factor? The most common responses to this question were (1) lack of available housing to rent, (2) cost of housing to rent, (3) cost of housing to buy, (4) lack of available housing to buy, and (5) lack of pet friendly housing.

If housing is a factor, is this primarily due to: (select all that apply)	Number of Respondents
Lack of available housing to rent	58
Lack of available housing to buy	32
Quality of available housing to rent	18
Quality of available housing to buy	8
Cost of housing to rent	58
Cost of housing to buy	40
Lack of pet friendly housing	28
Size of available housing	8
Location of available housing	22

How do employees adjust? The most common responses to this question were (1) get more roommates/live in crowded conditions, (2) tolerate a long commute, (3) pick up an extra job, (4) pay more than what they can afford, and (5) rent a room in someone's house.

What are the most common ways your employees adjust when they cannot find housing to meet their affordability needs and/or preferences? (select all that apply)	Number of Respondents
Tolerate a long commute	37
Pick up an extra job	36
Ask family members to help financially	15
Live with family	13
Use credit cards to pay for expenses	10
Pay more than what they can afford/become cost burdened	34
Get more roommates/live in crowded conditions	38
Live in housing in poor condition/in need of repair	23
Rent a room in someone's house	26
Live in a car	16
Camp	10

Do you provide housing assistance? Most respondents do not provide housing assistance for their employees. Of those that do, the most common assistance is to maintain and rent units for employees.

Do you provide any housing assistance programs for your employees? (select all that apply)	Number of Respondents
Rental security deposits	4
Downpayment assistance	7
Maintain and rent units for employees	12
Subsidize employee rental costs (i.e., pay a portion of the rent)	9
Negotiate lower rents for your employees with local housing providers/landlords	0
No, I do not provide any housing assistance programs	57

Do your employees work multiple jobs? 72% of those who responded to this question know that their employees work multiple jobs.

Are you aware of your employees working multiple jobs?	Number of Respondents
Yes	59
No	23

What is the best way to reach out to employees? The most common responses to this were (1) social media, (2) fliers at businesses, and (3) the Town website.

What would be the most effective ways to reach out to your employees about future workforce housing programs and opportunities? Select all that apply	Number of Respondents
Social media	58
Radio	14
Town website	31
Fliers at business	36
Spanish language outreach	13
Outreach in other language(s)	1



Memo

To: Breckenridge Planning Commission
 From: Julia Puester, Assistant Director
 Date: July 10, 2024 (For July 16, 2024 Meeting)
 Subject: Approved Class D Majors Quarterly Report (Q2 2024)

BACKGROUND

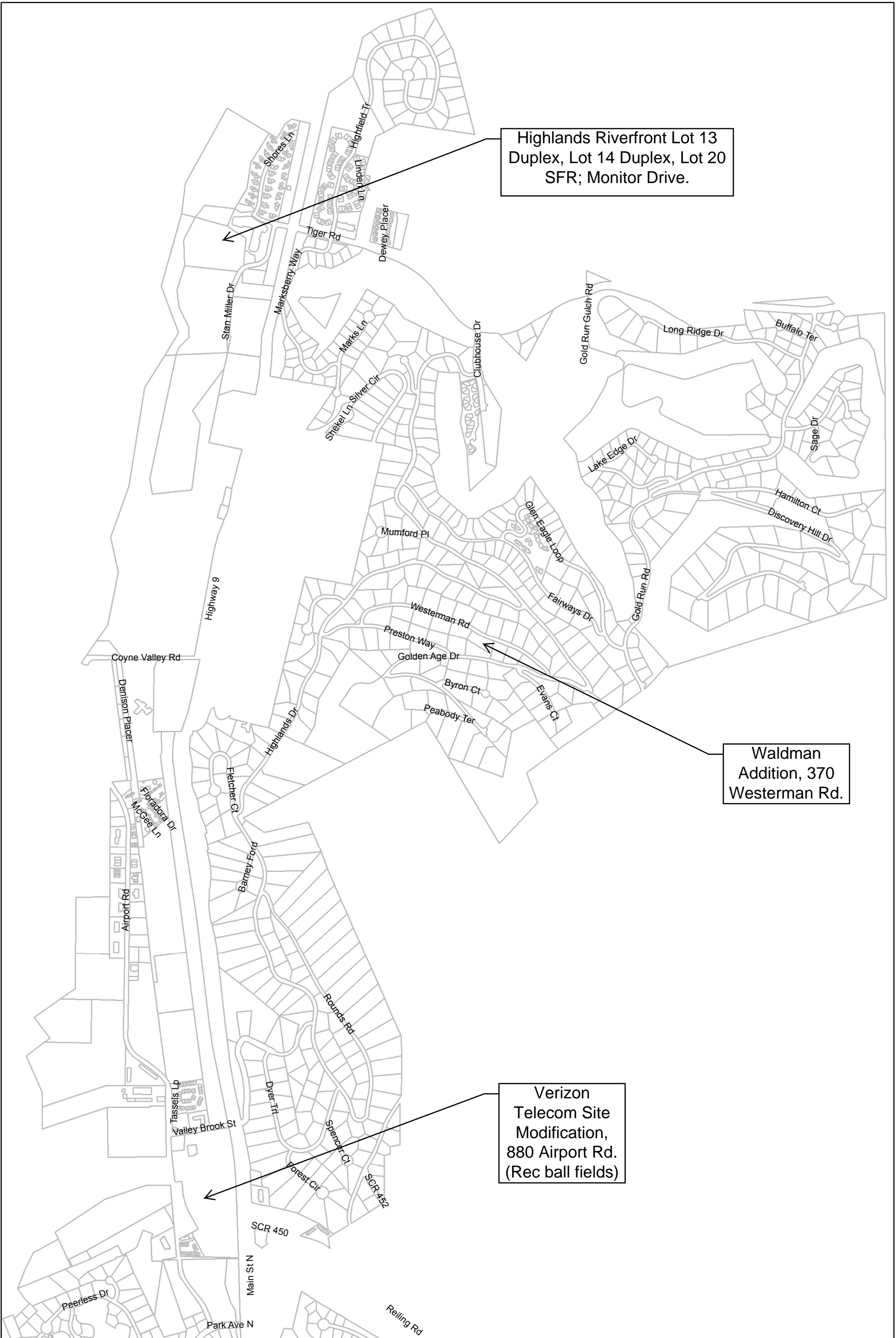
Effective January 1, 2014, Section 9-1-18-4-1 of the Breckenridge Development Code authorized the Director to review and approve Class D Major applications for single family or duplex structures outside of the Conservation District administratively without Planning Commission review. For an application to be classified as a Class D Major development permit, the property must have a platted building or disturbance envelope and warrant no negative points under Section 9-1-19 Development Policies. Staff regularly reports recently approved Class D Major development permits to the Planning Commission.

We have included a list of the Class D Major development permits that have been approved for the second quarter of 2024.

If you have any questions about these applications, the reporting, or the review process, we would be happy to answer. Otherwise, no discussion on this matter is required.

Plan Number	Address	Project Name	Description	Approval Date	Planner
PL-2024-0058	228, 230 Monitor Drive	Highlands Riverfront Lot 13 Duplex	Construct new duplex residence with each unit having 3,658 sq. ft., 5 bedrooms, and 4.5 bathrooms.	April 5, 2024	Sarah Crump
PL-2024-0059	250, 252 Monitor Drive	Highlands Riverfront Lot 14 Duplex	Construct new duplex residence with each unit having 3,658 sq. ft., 4 bedrooms, and 4.5 bathrooms.	April 5, 2024	Sarah Crump
PL-2024-0062	38 Wildcat Rd.	Pals Residence Addition	Addition to include enclosing of front deck, exercise room addition, family room, bedroom, and master bath expansion.	April 11, 2024	Clif Cross
PL-2024-0043	880 Airport Rd.	Verizon Telecom Site Modification	Remove and replace 3 antennas and cannisters at the Rec Department ball fields.	April 12, 2024	Clif Cross
PL-2024-0088	127 Monitor Drive	Highlands Riverfront Lot 20 Single Family Residence	A new 4,906 sq. ft. single family residence with 5 bedrooms and 5.5 bathrooms.	April 23, 2024	Ellie Muncy
PL-2024-0157	96, 98 Stallion Loop	Stables Village Duplex Units 20 & 21	A new deed-restricted duplex with unit 20 having 2 bedrooms, 2.5 bathrooms, and 1636 sq. ft; and unit 21 having 3 bedrooms, 2.5 bathrooms, and 1835 sq. ft.	June 13, 2024	Sarah Crump

PL-2024-0167	12, 14, 16 Bridle Alley	Stables Village Triplex Units 44, 45, 46	A new deed restricted triplex of 4611 SF total, Unit 44 of 1602 SF with 3 beds and 2.5 baths, Unit 45 of 1407 SF with 2 beds and 2 baths, Unit 46 of 1602 SF with 3 beds and 2.5 baths.	June 13, 2024	Ellie Muncy
PL-2024-0201	28, 30, 32 Bridle Alley	Stables Village Triplex Units 50, 51, 52	3 Unit Deed Restricted Townhomes: 2 units to have 3 bedrooms/2.5 bathrooms; 1 unit to have 2 bedrooms/2.5 bathrooms.	June 19, 2024	Ellie Muncy
PL-2024-0156	370 Westerman Rd.	Waldman Addition	An 1800 sq. ft. addition to an existing single-family residence.	June 21, 2024	Clif Cross



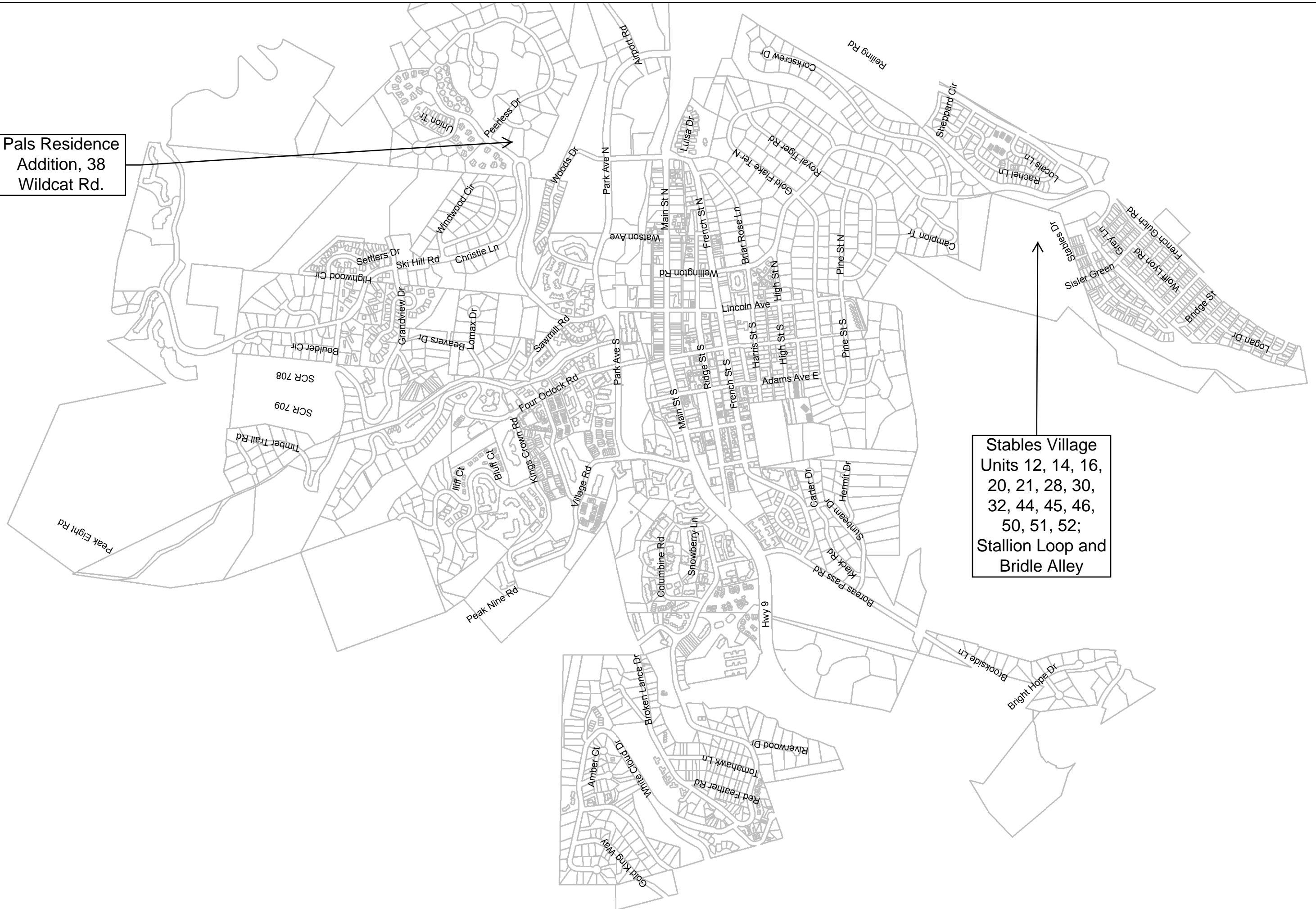
Highlands Riverfront Lot 13
 Duplex, Lot 14 Duplex, Lot 20
 SFR; Monitor Drive.

Waldman
 Addition, 370
 Westerman Rd.

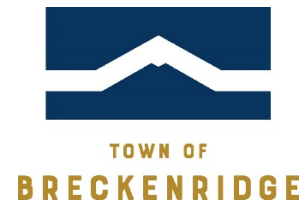
Verizon
 Telecom Site
 Modification,
 880 Airport Rd.
 (Rec ball fields)

Pals Residence
Addition, 38
Wildcat Rd.

Stables Village
Units 12, 14, 16,
20, 21, 28, 30,
32, 44, 45, 46,
50, 51, 52;
Stallion Loop and
Bridle Alley



Breckenridge South



Memo

To: Breckenridge Planning Commission
From: Julia Puester, Assistant Director
Date: July 10, 2024 (For July 16, 2024 Meeting)
Subject: Approved Class C Subdivision Quarterly Report (Q2 2024)

Section 9-2-3-3 of the Breckenridge Subdivision Code authorizes the Director to review and approve Class C subdivisions administratively without Planning Commission review. “Administrative Review: The processing of a class C subdivision application shall be an administrative review conducted by the director. No public hearing shall be required”. (Section 9-2-3-3 B)

Class C Subdivisions are defined as follows:

“CLASS C SUBDIVISION: A subdivision of structure(s) into separate units of interest, including, but not limited to, condominiums, timeshare interests, cooperatives, townhouses, footprint lots in conjunction with an approved master plan, and duplexes when done in accordance with a previously approved subdivision plan, site plan, development permit or site specific development plan; the modification or deletion of existing property lines resulting in the creation of no additional lots (lot line adjustment); an amendment to a subdivision plat or plan which does not result in the creation of any new lots, tracts or parcels; or the platting or modification of easements, building envelopes or site disturbance envelopes. A class C subdivision application may be reclassified by the director as either a class A or class B subdivision application within five (5) days following the submission of the completed application if the director determines that the application involves issues which make it inappropriate for the application to be processed administratively as a class C application”.

The Subdivision Code indicates that the decision of the Director on Class C Subdivisions shall be forwarded to the Planning Commission. As a result, we have included a list of the Class C Subdivisions that have been approved in the first quarter of 2024. If you have any questions about these applications, or the review process, we would be happy to answer. Otherwise, no discussion on this matter is required.

There were no Class C Subdivisions approved in the second quarter of 2024.