



**Town of Alpine
Planning and Zoning Administrator
Recommendation to Town Council – LUDC Redesign**

TO: Mayor and Town Council

PREPARED BY: Gina Corson, Acting Planning & Zoning Administrator

DATE: January 15, 2025

SUBJECT: Recommendation to enter into a contract for the Land Use Redesign

MEETING DATE: June 20, 2025

ADMINISTRATORS RECOMMENDATION

Recommendation:

I recommend that the Town Council authorize entry into a contract with **Kendig Keast Collaborative** for the comprehensive redesign of the Town of Alpine Land Use and Development Code.

Basis for Recommendation:

While the evaluation scores were close, staff believe that Kendig Keast Collaborative offers a unique and significant advantage that was not fully captured within the adopted evaluation criteria. Specifically, Kendig Keast proposes to utilize the enCode web-based platform as an integral part of the code rewrite process. This approach supports real-time collaboration between the consultant team and Town staff during drafting and review, rather than introducing digital code management tools only after adoption.

Using the enCode system throughout the redesign process will also allow Town staff and key stakeholders—such as the Planning and Zoning Commission—to become familiar with the platform prior to the code's go-live date. This early exposure is expected to reduce the learning curve at adoption, support more meaningful participation during the review process, and improve long-term usability of the final code.

I believe this methodology will provide greater transparency throughout the rewrite process, improve coordination and efficiency, and result in a more usable and technically sound Land Use and Development Code. Additionally, Kendig Keast's experience and forward-thinking approach are well suited to implementing the Town's recently adopted Master Plan and addressing long-standing procedural and structural challenges within the existing code.



Conclusion:

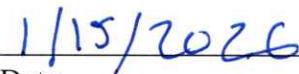
For these reasons, I recommend selecting Kendig Keast Collaborative to perform the Land Use and Development Code redesign. We believe this selection will best position the Town to modernize its regulatory framework in a manner that is legally defensible, administratively efficient, and adaptable to future needs.

NEXT STEPS

- The Town Council will authorize the Mayor to enter into a contract with Kendig Keast Consulting on behalf of the Town.



Gina Corson, Planning & Zoning Administrator



Date