



**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: May 28, 2026

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

MEETING DATE: June 2, 2026

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.

Revised Basis for Recommendation:

Although the evaluation scores between the proposals were relatively close, the staff believes Kendig Keast Collaborative (KKC) offers several important advantages in overall project methodology, implementation strategy, and long-term administrative usability.

A significant distinction between the proposals involves how the Land Use and Development Code (LUDC) rewrite would integrate with future digital code management and real-time collaboration tools.

KKC proposed utilizing the enCodePlus platform as an integrated part of the rewrite process itself, allowing Town staff and the consultant team to collaboratively draft, review, organize, and revise code content directly within a live, staff-editable environment throughout the project. Staff believe this approach provides improved transparency during drafting, earlier staff familiarity with the future code management system, reduced transition challenges at adoption, and more efficient long-term administration of the code.

Staff recognizes that the Town could independently purchase enCodePlus or another SaaS-based code management platform and utilize OPS Strategies or another consultant within that system. OPS Strategies also indicated they could work within enCodePlus or another SaaS platform selected by the Town. However, staff believe there is an important distinction between simply utilizing a digital platform and structuring the entire rewrite process around that platform's capabilities from the outset.



Staff believes KKC demonstrated greater familiarity with integrating code drafting directly into a collaborative digital platform environment and structuring the rewritten code specifically for long-term digital administration, graphics integration, cross-referencing, and real-time editing functionality. Staff believes this may reduce future formatting conflicts, migration issues, duplicated work, conversion challenges, and unforeseen implementation costs associated with graphics, tables, overlays, hyperlinks, and code organization.

Additionally, platforms such as enCodePlus include integrated codification, cross-referencing, organizational, and compliance-oriented review tools intended to identify outdated references, broken cross-references, formatting conflicts, and organizational deficiencies during drafting and migration. However, these tools are not a substitute for Town Attorney review of substantive legal and policy matters.

In addition to the digital workflow advantages, staff believe KKC demonstrated broader project strengths, including:

- extensive national experience with comprehensive code rewrites;
- strong emphasis on administrative clarity and legally defensible procedures;
- integrated restructuring of zoning districts, subdivision standards, and review procedures;
- creation of unified use and dimensional tables;
- enhanced graphics, diagrams, and usability tools; and
- direct coordination between the LUDC rewrite and the ongoing Master Plan update process.

Staff acknowledges that assistance from either consultant would result in a substantial improvement to the clarity, organization, and administrative applicability of the Town's current LUDC.

Staff also acknowledges that the additional value associated with the KKC proposal is difficult to isolate into precise line-item cost comparisons because many of the distinctions between the proposals are methodological, workflow-oriented, and implementation-based rather than discrete, standalone deliverables.

Staff does not believe the proposals represent identical scopes with directly comparable line-item services priced differently. Rather, staff believe the proposals represent two different approaches to modernization and long-term administration of the Town's development regulations.

As a result, many of the benefits identified by staff — including reduced implementation friction, reduced future restructuring costs, improved administrative usability, earlier staff familiarity with the platform environment, and reduced migration conflicts — are operational and qualitative in nature rather than discrete quantifiable line items.



The primary consideration for the Town Council is whether it is worth the additional upfront investment to position the Town for more seamless future digital integration, long-term internal code management, and reduced likelihood of unforeseen future restructuring or migration costs.


Based on these factors, staff believes the KKC proposal places the Town in the strongest long-term position to create a modern, internally consistent, user-friendly, and administratively efficient Land Use and Development Code capable of supporting Alpine's future growth and long-term planning objectives.

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

5/28/2026
Date