



April 04, 2024

Management Team Updates

Community Development – Zach Higgins, Community Development Director

- Staff is working with Elizabeth Parks and Recreation District and Elizabeth School District on a joint Planning and Capacity Grant for a Parks, Trails, and Open Space Master Plan.
- Main Street Monument Sign. DHM has provided the Town with a 60% design set fulfilling their contract obligation. The Town will need to put out an RFP to finish the design and construct the archway.
- Town of Elizabeth Façade Improvement Grant. The BOT has approved the resolution creating the program and will address funding the program in a future meeting. All committee members for 2024 have been appointed. Barb McGinn (BOT), Dennis Rodriguez (HAB), and Michael Hussey (MSBOD).
- The MSBOD has completed their strategic planning update which includes their mission/vision statement as well as an update to their workplan to better reflect key goals identified by current Main Street Board Directors.
- The HAB continues to work on the creation of the first Historic District in Town and updates to the Design Guidelines in relation to Historic and adjacent buildings. June 12th was the second public meeting to get feedback regarding the district and design guidelines. HAB will be pursuing individual property owner feedback. Two (2) HAB members and two (2) staff traveled to Brighton which recently implemented a historic district to get feedback from that community's staff and business owners about the process, overcoming contention, and feedback since implementation. The HAB has begun its efforts to restart this process throughout 2024.
- The HAB has started their Oral History program. Bob Rasmussen is leading this effort and is making great progress.
- The HAB has obtained 15 title reports from historic properties in Town and is working on creating full reports which can be shared with property owners and used to further their preservation efforts.
- Main Street Streetscape. CORE has provided a Change Order to complete the project through design and construction bid. CORE will provide updated cross-sections to be approved by the BOT if the CO is approved.
- CDOT has processed the deeds for remnant parcels of land to the Town adjacent to the CR-13 realignment. Staff will now work to annex and zone said parcels.
- Staff have been working on creating a volunteer program and platform for the Town to be launched in Spring of 2024. A launch event for the program will be held on April 11th from 3-6pm at the Elizabeth High School in the Cafetorium. Pizza will be provided and sign ups at the event are encouraged.
- The Planning Commission has requested a PUD evaluation to see if any Elizabeth Municipal Code revisions should be made due to commonalities. The intent would be to reduce the need for PUD's

to develop within the Town. The Planning Commission has identified two options for code amendments to be reviewed with the BOT at a future workshop.

- The Planning Commission is exploring daycare/nurseries as a Use by Right in Regional Commercial and Commercial Mixed Use zone districts. They are also considering daycare/nurseries as a Use by Right in residential zone districts.
- The Town has received confirmation of award from CDOT's Revitalizing Main Street Grant for the Main Street Streetscape Project of \$250,000.00.
- The Town has received confirmation of award from DOLA's EIAF Tier II Grant for the Main Street Streetscape Project of \$1,000,000.00.
- Staff has set dates for neighborhood block parties to take place this summer. Planning to have each department of the Town be represented to answer questions and generally interface in a non-formal setting. We will provide information, ice cream, games, and swag as part of the event. The dates include: 06/19, 06/20, 06/27, 07/10, 07/11, 07/18, and 07/31
- Staff has created two brochures to be distributed to the public. One of the brochures is a New Citizens Guide. The second brochure would be handed out at the neighborhood block parties and other events this year and is titled, Discover Elizabeth.



Welcome to Elizabeth, a town steeped in the pioneering spirit of the American West. Nestled amidst the picturesque landscapes of Elbert County, our community has a storied past that stretches back to the late 19th century.

Named after Elizabeth Rowland, the wife of a pioneer settler, our town began as a humble farming community on the Colorado plains. Since then, Elizabeth has grown and evolved, yet it remains rooted in its rich history and enduring values.

In the late 1860s, as settlers ventured westward in search of new opportunities, our town emerged as a beacon of promise. The arrival of the Denver & New Orleans Railroad in 1882 further catalyzed growth, establishing vital transportation links and fostering economic development.

Throughout the years, Elizabeth has weathered challenges and embraced change, from agricultural booms to the trials of the Great Depression. Today, we stand as a testament to resilience, blending our pioneer heritage with modern amenities and opportunities.

As you explore our town, you'll encounter reminders of our past at every turn, from historic landmarks to cherished traditions. Whether you're strolling through Main Street or attending community events, you'll experience the warmth and hospitality that define life in Elizabeth.

Join us in celebrating our heritage and shaping the future of our town. Together, we continue to write the next chapter in the story of Elizabeth, Colorado.

**Honoring Tradition, Embracing Tomorrow -
Together in Elizabeth, Colorado**



OUR VISION



Elizabeth is a rural small town working together to build a dynamic, innovative, and responsibly developed community that will fulfill the needs of the residents and businesses both now and for future generations to come.

CONTACT US



+303-646-4166



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DISCOVER ELIZABETH

Heritage, Governance, and
Community Life in 2024



BOARDS & COMMISSIONS

BOARD OF TRUSTEES

Meeting Times: 2nd and 4th Tuesdays of every month at 7:00 P.M. at Town Hall.

PLANNING COMMISSION

Meeting Times: 1st and 3rd Tuesday of every month at 6:30 PM at Town Hall.

MAIN STREET BOARD OF DIRECTORS

Meeting Times: 2nd Monday of every month at 8:30 AM at Town Hall.

HISTORIC ADVISORY BOARD

Meeting Times: 1st Monday of every month at 4:30 PM at Town Hall.



WHAT WE DO

Community Development:

Guides the town's growth and development through zoning, planning, and managing construction projects.

Court: Administers justice, handling legal matters such as traffic violations.

Finance: Manages the town's financial resources, including budgeting and financial reporting.

Police: Maintains public safety through law enforcement and emergency response services.

Public Works: Manages town infrastructure, including roads, parks, and waste management.

Town Administration: Oversees overall town operations and policy implementation.

Town Clerk: Manages official records, meetings, and permits.

Utility Billing: Handles billing and customer service for town utilities.

Water Quality: Ensures the safety and reliability of the town's drinking water.

EVENTS



FRIDAY NIGHT MARKETS

June 14th – August 23rd



BIRTHDAY BASH MOVIE NIGHT

September 21st



5K & FAMILY COLOR RUN

September 7th



HISTORIC WALK & TALK

September 28th



MAYOR'S TREE LIGHTING

December 7th



Our Vision

Elizabeth is a rural small town working together to build a dynamic, innovative, and responsibly developed community that will fulfill the needs of the residents and businesses both now and for future generations to come.



We are here to help!
Please reach out to us with any questions.

contact us



www.townofelizabeth.org



151 S. Banner Street,
P.O. Box 159



(303) 646-4166



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A NEW CITIZEN'S GUIDE TO ELIZABETH

Helpful information about the
Town of Elizabeth



BOARD OF TRUSTEES

Meeting Times: 2nd and 4th Tuesdays of every month at 7:00 P.M. at Town Hall.

Visitors are allowed up to three minutes of public comment during the Unscheduled Public Comment portion of a regularly scheduled meeting and are allowed up to three minutes of public comment during the public comment portion of a Public Hearing at a regularly scheduled meeting. Town Hall is handicap accessible.

PLANNING COMMISSION

Meeting Times: 1st and 3rd Tuesday of every month at 6:30 PM at Town Hall.

The Planning Commission serves in an advisory capacity to the Board of Trustees on issues regarding land use and zoning. The Planning Commission is involved with the Town's long-range planning activities.

ADVISORY BOARDS

Main Street Board of Directors (MSBOD)

This board addresses all activities of the Main Street Program, is responsible for establishing and determining goals for our downtown and Main Street revitalization as well as fulfilling the requirements of the Colorado Main Street Program. The MSBOD meets the 2nd Monday of every month at 8:30 AM at Town Hall.

Historic Advisory Board (HAB)

The Town of Elizabeth is a Certified Local Government through History Colorado. This historic preservation program exists to protect the town's architectural and cultural heritage by protecting its historic resources and providing incentives for historic preservation. The HAB meets the 1st Monday of every month at 4:30 PM at Town Hall.

ZONING & BUILDING

A building permit is required for residential properties for the following: additional structures, home additions, reroof, air conditioner, furnace, water heater or window replacements.

Prior to any work on commercial buildings, including signs, please contact Town Hall at 303-646-4166.

WATER & SEWER

The Town of Elizabeth is responsible for providing water, sewer, and stormwater services for the residents and businesses within Town limits and sewer services to nearby businesses in unincorporated Elbert County.

Sewer usage is determined by the average quantity of water used during the months of December, January & February. That average water usage is used for determining your sewer billing for the next 12 months until recalculated the following year.

Key Dates:

Bills Mailed: 1st of the month

Payments Due: 15th of the month

Meters Are Read: Between the 13th and the 17th

Late Notices Mailed: 21st of the month

PASSPORTS

The Town Clerk's office accepts passport applications by appointment only. You may schedule an appointment for up to 3 people in your family or group on our website. For a larger group, please book multiple appointments or give us a call for special accommodations. All applicants must appear in person, including children and infants. For minors under the age of 16, in most cases, both parents must be present to submit an application. Please contact the Town of Elizabeth Clerk's Office at 303-646-4166 for further information.

FREQUENTLY ASKED QUESTIONS

What is my zoning?

- Visit <https://maps.elbertcounty-co.gov/> or contact the Community Development Department to find out.

Do I need a building permit for a new shed?

- Yes, to submit a permit visit townofelizabeth.org/cd/page/building.

What are my setbacks?

- A setback is the distance between a structure and the property line and/or the centerline of a major roadway. The setback requirement varies depending on your zoning classification, road adjacency, and in some cases, a building envelope established through the platting of a subdivision. Please see Section 16-1-40 in the Town's Municipal Code for these regulations or contact the Community Development Department.

Can I park my trailer on public roads?

- No. Trailers must be parked only in designated areas and/or in compliance with all posted parking signs.

Who is responsible for removing snow or ice from the sidewalk?

- It is the responsibility of the owner whose building or lot fronts that portion of the sidewalk.

Are short-term rentals allowed in the Town of Elizabeth?

- Yes. However, short-term rentals are regulated and must obtain a license to operate from the Town. Please contact Town Hall for further information.

Can I put a sign on the Town's right-of-way?

- No. Temporary Signs, including election signs, are not allowed in Town rights-of-way.