

Minturn Land Use Code Update Budget

(updated: October 9, 2024)

	HOURS	RATE	SUBTOTAL
Land Use Code Update Prep. Work Includes: <ul style="list-style-type: none"> ▪ Cursory review of existing regulations and preparation of “Code Audit” with general recommendations for Code update. ▪ Research on, and preparation and presentation of educational materials regarding, different types of Land Use Codes (Traditional, Form-Based, and Hybrid). ▪ Preparation of an online survey to gather community input on important characteristics of Minturn’s neighborhoods. ▪ Preparation for, and facilitation of, open houses to gather community input on important characteristics of Minturn’s neighborhoods. ▪ Analysis, summation, and reporting of community input from online survey and open houses. 	130.0	\$135.00	\$17,500.00
Module 1 Prepare a draft version and complete one (1) round of revisions to the following Articles: <ul style="list-style-type: none"> ▪ Article 5: Zoning Application Requirements & Procedures ▪ Article 8: Subdivision Application Requirements & Procedures ▪ Article 12: Environmental Impact Report Includes: <ul style="list-style-type: none"> ▪ Weekly check-in meetings with town staff. ▪ Virtual participation in up to seven (7) two-hour meetings with the Planning & Zoning Commission. ▪ In-person participation in one (1) two-hour joint work session with the Planning & Zoning Commission and Town Council. 	200	\$135.00/hr	\$27,000.00
Module 2 Prepare a draft version and complete one (1) round of revisions to the following Articles: <ul style="list-style-type: none"> ▪ Article 2: Zone Districts ▪ Article 3: Use Regulations & Standards ▪ Article 4: Dimensional Requirements Includes: <ul style="list-style-type: none"> ▪ Weekly check-in meetings with town staff. ▪ Virtual participation in up to four (4) two-hour meetings with the Planning & Zoning Commission. ▪ In-person participation in up to two (2) two-hour joint work sessions with the Planning & Zoning Commission and Town Council. ▪ In-person participation in up to four (4) two-hour community open houses. 	120.0	\$135.00/hr	\$16,200.00
Module 3 Prepare a draft version and complete one (1) round of revisions to the following Articles: <ul style="list-style-type: none"> ▪ Article 6: Development/Design Standards ▪ Article 7: Subdivision Standards ▪ Article 9: Community Housing Standards and Guidelines Includes: <ul style="list-style-type: none"> ▪ Weekly check-in meetings with town staff. ▪ Virtual participation in up to four (4) two-hour meetings with the Planning & Zoning Commission. ▪ In-person participation in up to two (2) two-hour joint work sessions with the Planning & Zoning Commission and Town Council. 	80.0	\$135.00/hr	\$10,800.00

	HOURS	RATE	SUBTOTAL
Module 4 Prepare a draft version and complete one (1) round of revisions to the following Articles: <ul style="list-style-type: none"> ▪ Article 1: General Provisions ▪ Article 10: Annexation ▪ Article 11: Disconnection of Land ▪ Article 13: Areas and Activities of State Interest ▪ Article 14: Terms & Definitions Includes: <ul style="list-style-type: none"> ▪ Weekly check-in meetings with town staff. ▪ Virtual participation in up to four (4) two-hour meetings with the Planning & Zoning Commission. ▪ In-person participation in one (1) two-hour joint work session with the Planning & Zoning Commission and Town Council. 	60.0	\$135.00/hr	\$8,100.00
Educational Materials Research and prepare educational materials on topics of interest related to the Land Use Code update. For example, educational materials on the pros/cons of different approaches to off-street parking regulations	40.0	\$135.00/hr	\$5,400.00
Update Minturn Zoning Map Create an updated Zoning Map in GIS and a large-scale (24"x36") printable version of the updated Zoning Map.	40.0	\$135.00/hr	\$5,400.00
Adoption Hearings Includes: <ul style="list-style-type: none"> ▪ Virtual participation in up to ten (10) two-hour adoption hearings with the Planning & Zoning Commission and/or Town Council. ▪ Limited revisions to the final draft of the updated Land Use Code required by the Planning & Zoning Commission and/or Town Council. 	40.0	\$135.00/hr	\$5,400.00
TOTAL			\$95,850.00

Overview of Billables to Date
(updated: October 9, 2024)

	HOURS (approximate)	% COMPLETE (approximate)	TOTAL BILLED (approximate)
Land Use Code Update Prep. Work Includes: <ul style="list-style-type: none">▪ Cursory review of existing regulations and preparation of “Code Audit” with general recommendations for Code update.▪ Research on, and preparation and presentation of educational materials regarding, different types of Land Use Codes (Traditional, Form-Based, and Hybrid).▪ Preparation of an online survey to gather community input on important characteristics of Minturn’s neighborhoods.▪ Preparation for, and facilitation of, open houses to gather community input on important characteristics of Minturn’s neighborhoods.▪ Analysis, summation, and reporting of community input from online survey and open houses.	127.5	100%	\$17,206.28
Module 1 Work on updates to the following Articles: <ul style="list-style-type: none">▪ Article 5: Zoning Application Requirements & Procedures▪ Article 8: Subdivision Application Requirements & Procedures▪ Article 12: Environmental Impact Report	105.75	53%	\$14,276.25

TOTAL \$31,482.53