

**Housing Advisory Committee**  
**Special Meeting**  
**April 14th, 2025**

**1. Roll Call:**

Committee members present: Pat Noonan (Chair), Mindy Mohr (Vice Chair), Councilmember Shawna Ambrose (City Council Liaison), Paul Bunyard, Alicia Duncan, Tim Rogers, and Harrison Wilterdink

Quorum: Yes

Committee member absent: Andrew Heesaker

Committee member resigned: Matthew Wedell

City staff present: Carrie Espinosa, Housing Manager; Jessica Garner, Community and Economic Development Director; Rozalynne Thompson, Principal Planner; Samantha Bradley, Affordable Housing Development Specialist; Justine Eighmy, Administrative Specialist; Rachel Morris, City Attorney; Megan McCall, Assistant City Attorney II

Public in attendance: 3 members of the Public

**2. Public Comment:**

- Alex Pray
  - Mr. Pray is an Arvada resident and member of the City's Sustainable Advisory Committee (SAC). He voiced his support for the proposed Land Development Code adoptions that would bring the City into compliance with the State ordinances.

**3. Land Development Code Updates/Presentation- Rozalynne Thompson, Principal Planner:**

- Proposed updates to the Arvada Land Development Code (LDC) :
  - Minimum Parking Requirements
  - Accessory Dwelling Units
  - Residential Occupancy Limits
- Minimum Parking Requirements:
  - Proposed Changes:
    - LDC will not impose minimum parking requirements on new “multi-family” developments in Applicable Transit Services Areas.
    - Applicable Transit Service Area: Within one-quarter mile of a G Line Station within Arvada or a high-frequency RTD bus route.
  - Amendments to Alter:
    - Adding language to Table 4-5-2-2A of the LDC to exclude multi-family projects in Applicable Transit Service Areas from minimum parking requirements.
    - Adding language to Section 4-5-2-3(A) to apply ADA parking minimums to multi-family projects in Applicable Transit Service Areas.
    - Adding language to Table 4-5-2-2A to require published findings to impose a maximum parking requirement to new multi-family projects.
    - Working with the Public Works team to develop Transportation Demand

Management strategies.

- Question from HAC: What is transportation demand management?
  - *Answer*: Different strategies that either the property owner agrees to, or that tenants can agree to in conjunction with the property owner, to provide alternative forms of transportation, and reduce the amount of parking spaces at the property.
- Accessory Dwelling Units (ADUs):
  - Proposed Changes:
    - LDC will allow:
      - The construction of one detached or conversion ADU that is 500-750 square feet in size.
      - Applications that will be reviewed through an administrative process.
      - Approval or denial based on objective development standards.
      - The construction of ADUs in Planned Unit Developments, regardless of whether the HOAs or covenants prevent or restrict ADUs.
  - LDC will not require:
    - That either the ADU or the primary dwelling unit be owner-occupied.
    - Construction of additional parking for the ADU, with limited exceptions.
    - Compliance with architectural style, building materials, or landscaping standards that are more restrictive.
    - Larger side or rear setbacks than those stated in the law.
    - More restrictive design or dimensional standards to modular ADUs than non-modular ADUs.
- Question from HAC: What are the rear setbacks for ADUs?
  - *Answer*: A minimum of 5 feet rear setback for ADUs.
- Amendments to Alter:
  - Eliminate language that could be construed as subjective design standards. e.g.: requiring that the entry of the ADU be subordinate to the primary dwelling.
  - Modify parking regulations to comply with the statute.
  - Remove the owner occupancy requirement. A caveat to this would be a requirement at the time of applying for a building permit.
  - Require a minimum rear yard setback of five feet.
  - Add the ability to be an ADU-certified community
- Residential Occupancy Limits:
  - Proposed Changes:
    - Local governments shall not limit the number of people who may live together in a single dwelling unit based on familial relationship.
    - Local governments retain the authority to implement residential occupancy limits based only on health and safety standards or affordable housing program guidelines.
- Amendments to Alter:
  - Replace “single-family detached” with “single-unit detached” throughout the Land Development Code
  - Consider changing the occupancy limit for short-term rentals in Section 3-1-5-3 of the LDC
    - A short-term rental discussion was held at the February 10th, 2025 City Council meeting.
- Questions & Discussion:

- Question from HAC: What does it mean to change the occupancy limits for short-term rentals? What is it currently? How does this affect affordable housing?
  - *Answer*: For short-term rentals, the code currently limits the number of people in a legal unit(s) based on the number of bedrooms. The City hasn't conducted a study on how ADUs and the short-term rental market impact affordable housing. The City does not restrict ADU's from being used as short-term rentals.
- Question from HAC: Will there be any enforcement on occupancy restrictions for short-term rentals?
  - *Answer*: The City is hiring a consultant to help identify customer issues. The City doesn't have an exact count for short-term rentals in the Arvada area. Jessica Garner said she has been in contact with Airbnb and they are eager to help the City collect data.
- Councilmember Ambrose recommended that the HAC review the February 2025 City Council workshop discussion regarding short-term rentals.
- Jessica Garner stated that the Occupancy Legislation Act was passed in July 2024, and that the City plans to address the occupancy issue.
- There was discussion regarding the setback requirements for ADUs.
- Question from HAC: RTD bus routes change often. How will the City address the changes?
  - *Answer*: RTD bus routes were locked in at the time the legislation took effect.
- Land Development Code Next Steps-
  - The Planning Division will take recommendations to Council via a public hearing. There are two issues that Council is considering related to the LDC laws:
    1. Impact on housing strategies
    2. City authority vs. state authority (i.e. home-rule)

4. **Draft Memo:**

- Samantha Bradley did a quick summary of the draft memo addressed to City Council.
- HAC provided feedback and recommendations on updates to the LDC in the context of the Arvada Housing Strategic Plan.
  - Next Steps:
    - City Liaison (Samantha Bradley) will summarize the discussion and finalize the memo
    - Final version will be sent to Council before 12:00pm on April 15th, 2025 in preparation for the City Council Workshop that evening
    - The final version will be published on City's website