



**EDGEWATER SUSTAINABILITY BOARD
BUSINESS MEETING**

**HELD AT 1800 HARLAN STREET
EDGEWATER, CO 80214 AND
VIRTUALLY THROUGH
THE GOTO MEETING APP
<https://meet.goto.com/405842165>
Dial in by phone: +1 (872) 240-3311
Access Code/Meeting ID: 405-842-165
January 27th, 2026
6:00PM**

****Requests for ADA accommodations (including American Sign Language interpretation or CART) can be made by emailing cityclerk@edgewaterco.com****

3 or more other City Board or Commission members may attend this meeting

ITEM 1. MEETING CALL TO ORDER

ITEM 2. Roll Call

ITEM 3. Approval of Agenda

- 1) Motion to approve: Bruce Perry
- 2) Vote: Motion passed unanimously

ITEM 4. Land Acknowledgement

ITEM 5. Consent Agenda

- 1) [Sustainability Board Minutes of December 11th, 2025](#)
 - a) Motion to approve: Andy Vieth
 - b) Seconded the motion: Bruce Perry
 - c) Vote: Motion passed unanimously

ITEM 6. Election of Officers

- 1) Chairperson, Vice-Chairperson, and Secretary
 - a) Motion to nominate Xerxes as Chairperson: Jaclyn Poliseo
 - a. Vote: Xerxes unanimously approved as Chairperson
 - b) Motion to nominate Jaclyn Poliseo as Vice Chairperson: Xerxes
 - a. Seconded the motion: Andy Vieth
 - b. Vote: Jaclyn Poliseo unanimously approved
 - c) Motion to nominate Bruce as Secretary: Xerxes
 - a. Seconded the motion: Andy Vieth
 - b. Vote: Bruce unanimously approved

ITEM 7. General Business

- 1) Sustainability Board Rules of Procedure - updates review

- a) The board reviewed comprehensive updates to their rules of procedure, incorporating changes from the December board input and city attorney review. Key changes included restoration of the Secretary position with defined responsibilities for minute review and procedural knowledge. The rules now explicitly allow AI-generated tools for meeting minutes preparation by city staff liaison. Updates clarified the reappointment processes requiring public posting for 14 days despite board ability to reappoint incumbent. Meeting procedures were refined including cancellation allowances and conflict of interest protocols.
- 2) Staff-led review of zoning code [Diagnostic Report](#), provided to Edgewater by Pel-Ona Architects & Urbanists
 - a) COE Community Development Director, Travis Reynolds, presented a comprehensive overview of the zoning code rewrite project responding to House Bill 1313 requirements. The legislation mandates allowing up to 40 units per acre residential density within a quarter-mile of Sheridan Boulevard as a primary transit corridor, compared to current single-family density of 6-7 units per acre. The project includes a diagnostic report identifying code problems and an intensification guide providing solutions. Current timeline targets fourth quarter 2026 completion, though Travis acknowledged this is optimistic. The consultant analysis divided Edgewater housing into three eras: 73% built before 1954, 22% from 1955-1994, and 6% from 1995-2025, with size and character discrepancies creating community concerns about new large houses next to smaller historic homes.
 - b) Transit Oriented Community Requirements - The state legislation requires specific density accommodations in a four-block area from Sheridan Boulevard. Existing developments like four-story structures already achieve 50-60 units per acre, providing context for the 40 units per acre requirement. The legislation removes parks and open spaces from density calculations, making net density requirements tighter. A separate consultant study will analyze optimal locations and methods for achieving required densities, with feedback expected June-July 2026. The zoning changes allow but don't require development, and market forces will determine actual construction timing and feasibility.

- c) Housing Character and Density Solutions - The diagnostic report recommends four significant changes: creating new mixed-use zones for four identified corridors (20th Avenue, Sheridan, 25th Avenue), preserving community character through regulations enabling small dwelling units while limiting larger ones, innovative ADU inclusion regulations, and missing middle housing prototypes like cottage clusters. The intensification guide proposes a framework of six district types compared to the current seven zones. Solutions include ADU intensification achieving 14 units per acre when added to existing 6-7 units per acre base density, and cottage cluster developments featuring small structures around shared common courts.
 - d) Financial and Infrastructure Concerns - Board members raised critical sustainability concerns about the zoning changes' impact on city finances and infrastructure. Edgewater's unique situation of not collecting residential mill levy makes the city entirely dependent on commercial sales tax revenue from areas like Edgewater Marketplace. City staff emphasized requiring mixed-use developments to maintain commercial uses rather than allowing purely residential development to preserve tax base. Infrastructure concerns include water runoff management, bioswales requirements for large complexes, and need for parks and green spaces funded by developer contributions. The board stressed the importance of requiring developers to pay for their own infrastructure improvements and upsizing of utilities.
- 3) Sustainable Neighborhoods Network membership
- a) Shaima announced Edgewater's participation in the Sustainable Neighborhoods Network alongside Commerce City and Louisville, joining existing members including Fort Collins, Lakewood, Wheat Ridge, and Sedona, Arizona, among others. The program provides cities with marketing and program materials and a tracking platform to engage residents in sustainability projects to earn credits toward neighborhood sustainability certification. Forms of recognition include yard signs, corner geographic area signs, and elected official commendations. Example projects include leaf collection, and composting, energy campaigns, waste reduction, and transportation initiatives. The program can work with geographic area definition rather than neighborhood or theme-based

groups, with Edgewater needing to determine participating group boundaries given its small size.

- b) The SNN program follows four phases over 2026. Phase 1 (Q1) involves program development with staff orientation, digital infrastructure setup, and marketing material preparation. Phase 2 (Q2) includes application development, outreach strategy creation, and neighborhood boundary definition. Phase 3 involves neighborhood onboarding with application review, kickoff workshops, and leadership team identification. Phase 4 (late summer/fall) focuses on project support, progress tracking, and recognition achievement. Sedona's experience showed one certified group the first year was considered successful, with program growth occurring over time through word-of-mouth promotion and example setting.
- 4) Solicitation for Planning & Zoning and BOA Commission positions
- a) Travis made a plea for board recruitment assistance, highlighting vacancies on Planning and Zoning Commission (one position) and Board of Adjustment (two positions). Planning and Zoning handles land use application recommendations to City Council, while Board of Adjustment addresses zoning code deviations and staff decision appeals with less frequent meeting requirements. Given the significant zoning code changes ahead, cross-board participation could provide valuable perspective sharing. No specific expertise is required beyond objective decision-making ability and understanding of quasi-judicial processes with communication restrictions outside meetings.

ITEM 8. Category Lead Comments

- 1) Energy
 - a) Bruce will connect with Encord energy software company since it is located in Edgewater to see if there is any opportunities for collaboration or ideas exchange
- 2) Social Vibrancy
 - a) Jaclyn Poliseo unable to attend Sustainable Neighborhood Network member kick off because during work hours. Looking forward to learning more about and implementing the program, as well as recruiting people to organize during summer events.
- 3) Land & Water
 - a) Was very pleased with Republic's service level and contamination oversight for the Christmas tree drop off this year.

4) Waste & Materials

- a) Jaclyn Hustad inquired about receiving more information about Lead hand off. Will meet with Shaima to learn more about the implementation plan for the actions listed in the Waste & Materials section of the Sustainability Plan

ITEM 9. Public Comment

ITEM 10. Discussion of Upcoming Agendas; Staff and City Council Liaison Comments

1) Upcoming Agenda Topics for February 24th, 2026

- a) Approaching managers of large buildings to discuss waste
- b) 2026 Building Code update
- c) Parks & Rec tree sale Spring 2026
- d) Business license renewal process and discussion of an accompanying sustainability commitment statement
- e) Extender Producer Responsibility review / update

2) Upcoming Agenda Topics for March 24th

- a) Follow up on Sustainability Board Annual Retreat general questions regarding current and ongoing programming (i.e. annual report / Council work session requirements, Hometown Fest waste diversion outcomes, forestry budget, etc.)

3) City Council Liaison Comments

- a) Lilly announced Slow Food Denver's Earth Day event planning for April 19th at Edgewater Public Market from noon to 3pm, inviting sustainability board participation with family-friendly tabling focused on children's programming. A complementary environmental film screening is planned for April 18th from 4-6pm at the civic center featuring Colorado Environmental Film Festival content including a premiere of Slow Food Denver programming documentation. The events align with board sustainability goals and provide community engagement opportunities during prime outreach season when community events typically achieve best volunteer signup success.

4) CC4CA Updates - N/A

ITEM 11. BUSINESS MEETING ADJOURNMENT

Sustainability Board Meeting Dates & Times for the next 6 months

Meetings are held on the fourth Tuesday of the month from 6:00-8:00PM

- February 27th

- March 24th

- April 28th
- May 26th

- June 23rd
- July 28th

Sustainability Seminar Series

- 2026 - TBD

RULES OF PROCEDURE

EDGEWATER SUSTAINABILITY BOARD

Article I-Name

The Edgewater Sustainability Board was established by the Edgewater City Council through Ordinance 2019-14.

Article II-Purpose

The Edgewater Sustainability Board will:

- (a) The Sustainability Board shall advise the City Council and City Manager on all matters concerning sustainability within the City.
- (b) The duties of the Sustainability Board shall be:
 - (1) To review and update from time to time, and to submit to the City Council for its consideration for adoption, the sustainability plan for the City of Edgewater;
 - (2) To assist in the implementation of the sustainability plan and report to Council annually on plan progress;
 - (3) To review, upon the request of the City Council, all existing and proposed legislation relating to sustainability matters;
 - (4) To make recommendations on sustainability matters to the City Council;
 - (5) To act as a liaison between the City and the community for sustainability matters and promote and develop positive relationships with community groups, neighboring municipalities, and the general public;
 - (6) To encourage the widest possible resident understanding of sustainability activities;
 - (7) To make recommendations to the City Council on budget matters concerning sustainability as requested
 - (8) To serve as the Edgewater Tree Commission as set forth in Sec. 11-4-20.

Article III-Members

Section 1. The Board shall consist of five (5) members, each of whom shall be a resident of the City, but none of whom may be an elected official, officer or employee of the City; each of whom shall serve for a term of two (2) years; provided, however, that the initial appointments to the board shall consist of two (2) members appointed for a one year term, two (2) members appointed for a two (2) year term, and the remaining member appointed to serve a three (3) year term, in order to establish a staggering of terms of board members after each such initial term.

Section 2. The Mayor may also appoint an alternate member to the Sustainability Board. The alternate shall be appointed for a term of two (2) years. Alternates are invited and requested to attend all meetings of the Sustainability Board but are not required to do so. Alternate members may take part in the discussion of any matter that comes before the Board. An alternate member may not vote on any such matter unless designated to do so by the chairperson of the Board in place of an absent member. Section 3. Any member of the Board may be a member of another City board or committee.

Section 4. Members in good standing who wish to continue serving shall be recommended for reappointment without a competitive interview process for up to two consecutive terms. However, the Charter requires that any vacancy on a board be publicly advertised—through both publication and posting—for a minimum period of fourteen (14) days prior to the Mayor making an appointment; therefore, such advertising will be conducted accordingly. For purposes of this section, a member is considered in good standing if they are current on all required filings, have complied with applicable ethics and conduct requirements, and have maintained regular attendance and participation as defined by these rules and City policy. City staff will confirm the board member's interest in continuing 60 days prior to term expiration. Members seeking a third consecutive term must reapply for their position and participate in the standard competitive appointment process.

Section 5. If a quorum cannot be achieved due to vacancies on the Board, City staff shall post the vacant positions as necessary until sufficient members are appointed to reestablish a quorum.

Section 7. After a publicly posted application period, the Board will interview and recommend new members who will be appointed by the Mayor.

Section 8. A Board member may be removed by the Mayor for cause. No such approval shall take place without charge in writing by the Mayor and the opportunity to be heard on the matter.

Article IV-Officers

Section 1. The Board shall select a chairperson, vice-chairperson, and secretary from among the appointed members of the Board. Officers shall be elected at the first regular meeting of each calendar year. The terms of the chairperson, vice-chairperson, and secretary shall be for one year.

Section 2. The Chair shall preside at all Board meetings. If the Chair cannot attend, the Vice-Chair will lead the meetings. The Chair shall have the duties normally conferred by parliamentary rules on such officers, and shall have the privilege of participating in and discussing matters before the Board and making motions and voting thereon. The Chair shall decide all points of procedure, subject to these Bylaws, unless otherwise directed by the majority of the Board members present.

Section 3. The Secretary shall be responsible for reviewing and endorsing the accuracy and completeness of the minutes compiled by the City staff liaison. The Secretary shall then transmit the minutes to the City staff liaison for review and approval, after which the Secretary shall present the approved minutes to the Board. The Secretary shall also maintain a general familiarity with the Home Rule Charter, Article XI; Municipal Code, Chapter 2, Article 12; the Sustainability Board Rules of Procedure; and Robert's Rules of Order.

Section 4. The City staff liaison shall provide for the keeping and transmittal of Board records, notices of meetings, drafting and final approval of minutes, and other matters before the Board. In preparing the minutes, the City staff liaison may utilize AI-generated tools.

Section 5. In the case of a vacancy in the office of Chair, the Vice Chair shall preside.

Article V-Meetings

Section 1. The Board shall meet on the fourth Tuesday of the month from 6:00–8:00 p.m. at the Edgewater Civic Center, unless canceled due to insufficient business. The Chair, in consultation with the staff liaison, may cancel a regular meeting when there is no actionable business, a lack of quorum, or other appropriate circumstances.

Section 2. Regular meetings may also be held at other locations within the City as the Chair shall designate.

Section 3. Meetings shall be held only after at least twenty-four (24) hours' notice to the public, via posting. Any regular meeting may be adjourned and reconvened at a time and place determined by a majority of the Board members present.

Section 4. Minimum of four (4) Board members shall constitute a quorum for the transaction of business at all Board meetings, but in the absence of a quorum, a lesser number may adjourn any meeting to a later time and date.

Section 5. All meetings of the Board shall be open to the public.

Section 6. Voting may be by voice, by show of hands or by roll call. A record of the vote and the means of, shall be kept as part of the record. When a quorum is in attendance, a majority vote of the members present approving or denying a motion shall constitute the Board's action on the subject of the motion. In the case of a tie vote, the motion is lost and the Chair may reopen the discussion to solicit a second motion.

Section 7. The order of business for all meetings shall be the order as it appears in the agenda except that the Chair may under special circumstances rearrange the order of business unless otherwise directed by a majority of the Board members present. The City staff liaison shall provide a printed agenda for all meetings of the Board.

Section 8. No Board member shall participate in any discussion or vote on any matter before the Board in which the Board member has a conflict of interest. In any matter in which a Board member believes they may have a conflict of interest, the Board member shall declare said belief prior to any discussion on the matter. At said point, the Board member may choose to refrain from participating in the discussion or vote without further evaluation. Alternatively, the Board may evaluate the potential conflict of interest and determine by motion and vote whether a true conflict exists. If a conflict of interest, as defined by Edgewater Home Rule Charter Section 21.11, does not exist, the Board member shall be permitted to participate in any discussion or vote on the matter. When a Board member does not participate in the discussion or vote pursuant to this Section, they shall physically step down from the dais during discussion of the topic.

Section 9. A Board Member may participate in a Meeting by audio/visual means of communication.

Article VI-Adoption and Amendment of Bylaws

The adoption and amendment of these Bylaws are subject to approval by the Edgewater **City Council** in accordance with **Charter Article 11.1(6)(b)**. The recommended changes shall be submitted to the **City Council** for approval. If approved, the Bylaws shall be so amended.

TO: City of Edgewater Sustainability Committee
FROM: Community Development Department
DATE: 1/27/2026
SUBJECT: Edgewater Zoning Code Update – Project Overview and Phase One Diagnostic Summary

Purpose of This Memo

This memo provides the Sustainability Committee with a high-level overview of the City’s ongoing Zoning and Land Use Code Update, including a summary of the overall project and Phase One—the **Edgewater Zoning Diagnostic Report**. The memo also highlights sustainability-related considerations, particularly those associated with state-mandated residential densities that will ultimately be considered by City Council.

Zoning Code Update – Project Overview

The **City of Edgewater** is undertaking a comprehensive update to its Zoning and Land Use Code to align local regulations with the Edgewater 2040 Comprehensive Plan and recent Colorado state legislation. The update is structured as a two-phase process:

- **Phase One – Diagnostic & Analysis:** Evaluation of the existing zoning code to identify misalignments, gaps, and barriers to achieving adopted community goals.
- **Phase Two – Code Rewrite & Map Updates:** A full rewrite of the zoning code and associated zoning map amendments informed by the diagnostic findings.

Phase One was completed in November 2025, and Phase Two is underway throughout 2026.

A public-facing project page with background materials and updates is available here:

https://envisionedgewaterco.com/shared_link/0ayswnak.

Phase One – Edgewater Zoning Diagnostic Report Summary

The Edgewater Zoning Diagnostic Report documents how current zoning regulations perform relative to community character, housing needs, sustainability objectives, and state law requirements. The Diagnostic Report was prepared by the City’s consultant team and included stakeholder interviews, neighborhood analysis, and policy cross-referencing.

Key findings include:

- **Community Character:** Edgewater’s small-scale, cottage-oriented development pattern is a defining feature. Current dimensional standards create widespread non-conformities and can unintentionally discourage context-sensitive infill.

- **Housing & Neighborhoods:** Existing zoning limits the City’s ability to accommodate “missing middle” housing types and accessory dwelling units (ADUs) in ways that support aging in place, housing diversity, and affordability.
- **Mixed-Use & Corridors:** Commercial and corridor zoning does not consistently allow residential uses envisioned in the Comprehensive Plan, particularly along Sheridan Boulevard, 20th Avenue, 25th Avenue, and Harlan Street.
- **Development Review:** While Edgewater’s review processes function efficiently, opportunities exist to streamline approvals through clearer, more objective standards.
- **Code Usability:** Improved organization, visuals, and clarified rules of measurement would enhance predictability and reduce administrative friction.

The Diagnostic Report serves as the roadmap for Phase Two and will inform both regulatory text and zoning map updates.

Sustainability Board - Presentation

City staff will provide the Sustainability Committee with a **cursory overview** of the consultant’s presentation that was delivered to the Planning and Zoning Commission in November 2025. This overview is intended to summarize key findings and themes rather than replicate the full technical presentation.

Sustainability Policy Considerations

A central policy issue emerging from the Diagnostic Report is how Edgewater accommodates **state-mandated residential densities**, particularly those associated with transit-oriented development and housing legislation. These density requirements have direct implications for:

- Reduced vehicle miles traveled and transportation emissions
- More efficient land use and infrastructure utilization
- Expanded housing options that support affordability and social sustainability
- Opportunities for walkable, mixed-use environments

The density levels contemplated under state law—and the strategies used to implement them—will represent a significant sustainability policy consideration for both the Sustainability Committee and City Council as Phase Two advances.