

## CHAPTER 12 - PLAN ADMINISTRATION/IMPLEMENTATION

### Overview

Durango's Comprehensive Plan is intended to be a dynamic document -- one that responds to changing needs and conditions. To assess the Plan's effectiveness in responding to changing conditions, the City will need to monitor actions affecting the Plan. As a result of these monitoring efforts or private development requests, the City will need to amend the Plan periodically. However, Plan amendments should not be made lightly. City Council and Planning Commission members should consider each proposed amendment carefully to determine whether or not it is consistent with the Plan's goals and policies. In addition, the cumulative effect of many changes may be a change in policy direction. For this reason, Comprehensive Plan amendments must be evaluated in terms of their significance to overall City policy.

This chapter describes the processes to annually review, monitor and amend the Plan, Plan goals, objectives and policies and the Future Land Use Plan Map. The detailed amendment process will be subject to adopted code provisions and the inter-governmental agreement between Durango and La Plata County.

### Annual Review/Monitoring

Department Directors should provide to the City Manager an annual review of Comprehensive Plan related activities prior to the initiation of the budget process each year. The annual review is intended to:

- measure the City's success in achieving plan goals through the recommended strategies;
- propose strategies to be pursued under the coming year's budget;
- identify unlisted strategies that will achieve Plan goals;
- document growth trends and compare those trends to plan projections;
- list development actions which affect the plan's provisions; and
- explain difficulties in implementing the plan.

This annual review should include statements identifying that respective departments' progress in achieving the goals of the Plan, the impact of the Plan on service provision, and proposed programs to help achieve the Plan's goals. The annual review should be used as a tool to help set budgetary priorities.

### Land Use Amendments

The Future Land Use Plan map is intended to serve as a guide for public and private development and land use decisions. The City has adopted a formal amendment process the LUDC. Land use amendments are anticipated as growth occurs and market conditions change. While land use amendments may occur more frequently than policy changes, they should not occur more than three times per year. By limiting opportunities to amend the future land use plan, the City will reduce the potential for incremental land use changes to result in unintended policy shifts.

### Policy Review/Amendment

To ensure that the Comprehensive Plan remains an effective guide for decision-makers, Durango should conduct periodic major evaluations of the plan policies and strategies. These evaluations should be conducted every three to five years, depending on the rate of change in the community, and should consider the following:

- Progress in implementing the Plan;

- Changes in community needs and other conditions that form the basis of the Plan;
- Fiscal conditions and the ability to finance public investments recommended by the Plan;
- Community support for the Plan's goals and policies; and
- Changes in State or federal laws that affect the City's tools for Plan implementation.

The major review process should encourage input from merchants, neighborhood groups, developers and other community interests through the creation of a Citizen Review Committee. Plan amendments that appear appropriate as a result of this review would be processed according to the adopted Plan amendment process.

### Plan Implementation Program

**Table 3** is an initial list of implementation measures recommended to achieve the goals and objectives in Durango's Comprehensive Plan. The matrix is intended to guide the City Council and City Staff as they develop work programs during the life of the plan. The matrix:

- Correlates implementation measures with specific Comprehensive Plan goals and policies;
- Sets a general time frame to carry out each strategy;
- Identifies action tools (*i.e.*, existing and proposed codes, ordinances, regulations, standards, requirements and policies) to implement action items; and
- Assigns responsibility for implementing the action items and lists other entities that should be involved in the process.

**Table 3** is not intended to be an exhaustive list. The City may pursue different strategies and adjust priorities, depending on changing opportunities and resources. The City should update this strategy table on an annual basis, adjusting time frames and tasks that are included in each year's budgeted work programs.

Each year, in conjunction with the presentation of the annual plan monitoring report, the City should conduct a public forum to discuss the City's progress in the implementation of the plan. Following this forum, the Planning Commission should conduct a work session and hearing to develop recommendations for updates to the Plan Implementation Program to be presented to the City Manager and City Council to guide the annual budget update.

**Table 3: Plan Implementation Program**

| Strategy Number | Strategy  | Policy References   | Year Started/ Finished | Lead Entity                                      |
|-----------------|---|---|------------------------|--|
| 1               | <p>Update the LUDC to:</p> <ul style="list-style-type: none"> <li>• Require consistency between development decisions and the comprehensive Plan</li> <li>• Establish standards and procedures for dedication of neighborhood parks and contribution to neighborhood park facilities</li> <li>• Establish regulations for steep slopes, ridgelines and skylines</li> <li>• Mandate cluster development standards in habitat conservation areas and provide incentives for cluster development in other areas</li> <li>• Establish “by right” TND standards as well as standards for alternative lot patterns (e.g., patio home lots, zero-lot line)</li> <li>• Clarify mixed use development design standards and use requirements</li> <li>• Clarify multiple use requirements</li> <li>• Create business park standards</li> <li>• Create neighborhood business design standards</li> <li>• Refine requirements for landscaping, open space and other amenities for medium and high density residential projects</li> <li>• Require certificates of consistency with City standards prior to provision of water, sewer or electrical service</li> <li>• Require secondary access to developments based on vehicle trips per day</li> <li>• Require trail access dedication for new subdivisions and site plan approvals for development other than single family lots</li> <li>• Establish criteria for accessory dwelling units</li> <li>• Establish context sensitive compatibility standards between dissimilar land uses</li> <li>• Review street design standards</li> <li>• Create multi-family design standards</li> </ul> | <p>1.2.1, 1.2.2,<br/>1.2.5-1.2.7,<br/>1.2.10, 1.2.12<br/>2.1.1,-2.1.4,<br/>3.1.2, 3.2.2-<br/>3.2.4, 3.3.1,<br/>3.3.4, 5.1.3,<br/>5.2.2, 5.2.4,<br/>5.3.3, 6.2.1,<br/>6.2.4, 6.2.5-<br/>6.2.7, 6.2.9,<br/>8.1.3, 9.1.2,<br/>10.1.5, 11.1.1,<br/>11.1.2, 11.1.4,<br/>12.1.7, 13.1.3,<br/>13.1.4, 13.2.6,<br/>13.3.1, 13.3.8,<br/>14.2.5, 14.2.11,<br/>15.1.2, 15.1.3,<br/>16.1.7, 16.2.2,<br/>16.2.5, 17.1.4<br/>17.2.3</p> | <p>2007/08</p>         | <p>Planning/<br/>Public<br/>Works/<br/>Parks</p> |
| 2               | <ul style="list-style-type: none"> <li>• Revise the sign code</li> </ul>  | <p>5.3.3, 6.2.7</p>   | <p>2007-08</p>         | <p>Planning</p>                                  |
| 3               | <p>Evaluate the establishment of a stormwater utility to fund capital and operations costs for stormwater management</p>  | <p>8.1.13,<br/>15.2.2</p>   | <p>2008</p>            | <p>Public<br/>Works/<br/>Finance</p>             |

| Strategy Number | Strategy  | Policy References  | Year Started/ Finished | Lead Entity                    |
|-----------------|---|--|------------------------|--------------------------------|
| 4               | <p>Adopt adequate public facility standards for water, sewer, stormwater and transportation facilities.</p> <p><i>Comment: Standards and procedures for transportation system adequacy should be drafted to provide the flexibility to permit development contributing to traffic congestion in the constrained corridors along Highways 160/550 and North Main Avenue subject to appropriate design standards. Transportation adequacy requirements should allow for mitigation through transportation demand management techniques and other strategies that reduce demands for peak hour trips.</i></p>                    | 8.1.2, 8.1.3-8.1.5, 8.1.8, 8.1.12, 8.2.7<br>13.2.11, 13.2.12, 13.3.4, 13.3.5, 13.3.7, 15.1.5, 15.2.1, 15.2.2 | 2008                   | Public Works/<br>Planning      |
| 5               | <p>Following the update of the City's long-range street improvements plan, update the major street impact fee to include components for major streets and transportation-related trails and other transportation-related capital facilities</p> <p><i>Comment: in conjunction with task 8, the City should explore the potential for a joint City/County transportation system impact fee addressing all major roads in the County. This may occur in conjunction with or after the update of the City's impact fee.</i></p>  | 8.1.11, 13.14  | 2007                   | Public Works                   |
| 6               | <p>Maintain and refine the regional transportation study, specifically addressing:</p> <ul style="list-style-type: none"> <li>Proposed and funded improvements affecting road segment or targeted intersection capacities.</li> <li>Targeted intersection capacities and improvement options along Highway 160/550 and North Main Ave.</li> <li>Existing development and related demands</li> <li>External traffic demands</li> <li>Projected demands based on approved, but un-built developments and projected growth in background traffic</li> <li>Conduct a city-wide review of LOS at least every four years</li> </ul> | 13.2.12, 13.2.13   | Ongoing                | Public Works                   |
| 7               | <p>Conduct an energy audit of City operations and identify life-cycle cost-effective strategies to increase energy efficiency and decrease reliance on fossil fuels. As the City builds new or modifies energy related components for existing structures, comply with LEED-NC standards .</p>  | 9.2.1, 9.2.2   | 2007/08                | City Manager, General Services |
| 8               | <p>Work with La Plata County to establish regular multi-agency forums involving Durango, Bayfield, Ignacio, CDOT, the LPCRHA, and the Southern Ute Indian Tribe to</p> <ul style="list-style-type: none"> <li>discuss transportation (including coordinated funding, transit, trail, and park-and-ride options), affordable and attainable housing, economic development and other inter-jurisdictional growth issues</li> <li>develop coordinated growth management programs that are mutually supportive of each entities goals</li> </ul>  | 1.2.8, 3.1.1, 3.1.3, 4.1.1, 4.1.2, 5.1.2, 5.4.2, 8.1.4, 12.1.1, 12.1.3, 13.2.11, 13.2.13, 15.1.5             | Ongoing                | City Council                   |

| Strategy Number | Strategy  | Policy References  | Year Started/ Finished | Lead Entity  |
|-----------------|---|--|------------------------|--------------|
| 9               | Update the Parks, Open Space and Trails Plan to address: <ul style="list-style-type: none"> <li>• Appropriate level of service standards for all types of parks</li> <li>• Appropriate uses and stewardship of City-owned open spaces</li> <li>• Parks, recreation and trails facilities improvements program</li> <li>• Open space acquisition and preservation funding options and priority sites for acquisition</li> </ul>                  | 6.1.1, 6.1.2,<br>6.2.4, 9.1.2,<br>9.1.6, 14.2.1,<br>16.1.1-16.1.11,<br>17.1.1-17.1.7,<br>17.2.1-17.2.10,<br>17.3.4, 18.1.1-<br>18.1.4, 18.2.1-<br>18.2.5 | 2008                   | Parks        |
| 10              | Assist in the preparation and regular updates of the La Plata County Regional Housing Authority Needs Assessment and Linkage Study. Upon completion of the study and each update, evaluate: <ul style="list-style-type: none"> <li>• Adjustments to City affordable housing policies and its participation in affordable housing projects</li> <li>• The appropriateness of establishing or updating affordable housing linkage fees</li> </ul> | 12.1.1<br>12.1.3<br>12.1.4   | Ongoing                | Planning     |
| 11              | Update the City/County inter-governmental agreement to reflect revisions to the comprehensive plan affecting urbanized, urbanizing and joint development areas in the Grandview and the La Posta Road areas.  | 8.1.1<br>8.1.4   | 2007                   | City Manager |
| 12              | Modify refuse and cleanup billing practices to encourage waste stream reductions and to fund expanded recycling efforts.  | 1.3.1<br>1.3.2<br>1.3.3  | Ongoing                | City Manager |
| 13              | Formalize the process for evaluating the joint development of public facility sites such as schools, libraries and parks for multiple public uses by multiple agencies.   | 17.2.8   | 2008/09                | City Manager |

| Strategy Number | Strategy  | Policy References   | Year Started/ Finished | Lead Entity                                 |
|-----------------|---|---|------------------------|---|
| 14              | Establish and maintain a tracking system for existing, approved and planned land supplies. The tracking system should provide a parcel-based land use information system that documents existing improvements, permitted improvements, zoning history, subdivision status, available information on occupancy and planned land use. <i>(comment: coordinate this with the development tracking system developed in task 3)</i>  | 8.3.1   | 2008/09                | Planning                                    |
| 15              | Conduct joint workshops with affected property owners and service providers to establish a program to fund water, sewer and transportation facilities required to serve planned development along La Posta Road and near Animas Air Park  | 7.1.5, 8.1.2, 8.1.4-8.1.16, 8.2.1-8.2.8, 13.3.12                    | 2007/09                | Public Works/<br>Planning/<br>Finance       |
| 16              | Conduct a City facilities master plan, to include the establishment of a new City Hall in downtown Durango  | 5.3.1   | 2009                   | City Manager                                |
| 17              | Coordinate with La Plata County to facilitate the preparation of a county-wide Master Plan for Children, Youth and Families   | 20.1.1<br>20.1.2  | 2008/09                | City Council                                |
| 18              | Develop a Sustainability Action Plan to: <ul style="list-style-type: none"> <li>• Implement the City's Climate Protection Resolution</li> <li>• Increase public energy use efficiency for buildings, vehicles and operations</li> <li>• Evaluate the establishment of a renewable energy mitigation fund</li> <li>• Increase opportunities for and the attractiveness of energy efficient mobility throughout the City</li> <li>• Use recycled materials in City operations and facility improvement</li> <li>• Minimize waste generation</li> <li>• Coordinate wildlife protection efforts with state and private entities, including the formal mapping of critical habitat areas and corridors</li> <li>• Establish programs to increase the efficiency of private homes and other buildings</li> <li>• Analyze the implications of developing high performance building standards and incentives to meet the goal of carbon neutrality for all buildings by the year 2030.</li> <li>• Meet the "2030 Challenge" proposed by the American Institute of Architects and endorsed by the National Council of Mayors</li> <li>• Retain a Sustainability Program Coordinator to manage and implement the Sustainability Action Plan.</li> <li>• Address the Sustainability Alliance's recommendations regarding the promotion of local businesses and local investment</li> </ul> | 1.1.3-1.1.5, 1.2.8, 1.2.1, 1.3.2, 1.3.3, 6.2.9, 6.2.10, 9.2.1-9.2.5 | 2007/08<br>ongoing     | City Manager and all applicable Departments |

| Strategy Number | Strategy   | Policy References       | Year Started/ Finished | Lead Entity  |
|-----------------|--|-------------------------|------------------------|--|
| 19              | Undertake a Downtown Parking Management Plan to address: <ul style="list-style-type: none"> <li>• updated downtown parking supply and demand, future parking demand and recommendations to address identified deficiencies;</li> <li>• the potential creation of a downtown parking authority, or a parking benefit district, to coordinate and manage public and private parking supplies and demands;</li> <li>• required off-street parking requirements,</li> <li>• options for increased public parking opportunities,</li> <li>• residential parking permits,</li> <li>• adjustments to the in-lieu parking fee,</li> <li>• on-street space management and pricing, and</li> <li>• additional strategies to reduce downtown parking demand while meeting downtown parking needs</li> </ul> | 13.2.2<br>13.4.1-13.4.9 | 2007-2008              | Planning,<br>General<br>Services,<br>City<br>Manager's<br>Office |
| 20              | Initiate, participate in, and potentially help fund a public/private partnership to conduct a Regional Center Master Plan in the Grandview Area, to include: <ul style="list-style-type: none"> <li>• Traffic analyses and potential pro-rata share contributions to flyover</li> <li>• Economic analyses, marketing strategies, and analysis of relationship to downtown Durango</li> <li>• Mix and intensity of uses</li> <li>• Integrated urban design</li> <li>• Relationships to adjoining properties, including design and land use</li> </ul>   | 5.2.2<br>5.2.4<br>5.5.3 | 2007-2008              | Planning,<br>Public<br>Works<br>City<br>Manager's<br>Office      |

| Strategy Number | Strategy   | Policy References              | Year Started/ Finished | Lead Entity  |
|-----------------|--|--------------------------------|------------------------|--|
| 21              | Prepare a Mobility Analysis and Character Area Design Guidelines for the Camino del Rio corridor, to address: <ul style="list-style-type: none"> <li>• intergovernmental/interjurisdictional issues, including traffic, transportation, and access configurations</li> <li>• infrastructure improvements, both public and private, including pedestrian and non-motorized</li> <li>• redevelopment options and constraints for various properties</li> <li>• urban design (mass, bulk, scale, setbacks and stepbacks, and height issues for new construction and renovation on both sides of the Camino</li> <li>• improved connectivity of the larger CBD to the river and visual connectivity to the river and Perins Peak</li> <li>• riverfront placemaking, character guidelines, and overlay zone mix of uses</li> <li>• Systematic capital improvements for the Downtown, including as priorities: a Camino Traffic Control Plan with CDOT, and a Public Infrastructure Implementation Plan, to address as priorities: pedestrian access and safety along and across Camino; a Wayfinding program; new public parking structures, expanded public transit; etc.</li> </ul> | 6.2<br>6.2.1<br>6.2.2<br>6.2.3 | 2007-2008              | Planning,<br>Public<br>Works                                   |
| 22              | <ul style="list-style-type: none"> <li>• Update Plant Investment Fee schedules for water and sewer.</li> </ul>   | 15.1.2                         | 2007                   | Public Works   |
| 23              | <ul style="list-style-type: none"> <li>• Coordinate with South Durango Sanitation District to develop the most effective means of meeting projected wastewater service demands for the entire planning area.</li> </ul>  | 15.1.1, 15.1.3, 15.1.6, 15.2.2 | 2007                   | City<br>Manager,<br>Planning,<br>Public<br>Works,<br>Financing |