

***Charter for the Transportation & Land Use Committee
of the***

Northern El Paso County Coalition of Community Associations, Inc. (NEPCO)

Policy Memorandum # 3

December 8, 2017

Whereas one of the four stated purposes of NEPCO is to serve as an area-wide point of contact for interaction with various levels of government and others regarding transportation and land use matters which impact the quality of life within the constituent associations and of their members,

And whereas the policies and procedures for such a transportation and land use committee should be committed to writing and approved by the NEPCO Board of Directors,

Now then, it is hereby agreed that the charter for the ***NEPCO Transportation & Land Use Committee*** shall be as follows:

PURPOSE

This charter establishes the NEPCO Transportation & Land Use Committee. The purpose of the NEPCO Transportation & Land Use Committee is to "serve as an area-wide point of contact for interaction with various levels of government and others regarding transportation and land use matters which impact the quality of life within the constituent associations and of their members" as stated in the NEPCO Articles of Incorporation.

AUTHORITY

The NEPCO Transportation and Land Use Committee is constituted under the authority of the Bylaws for NEPCO, Article VII, Sections 7.01 and 7.07, and Article X.

SCOPE

The NEPCO Transportation & Land Use Committee shall review and comment on all County and other governmental agency development matters within the boundary of NEPCO and may review and comment on matters outside the boundary which are likely to have a direct and significant effect within the boundary of NEPCO. The committee will review road plans and repair activities and land use and development proposals with the sole purpose of addressing issues that affect the quality of life of NEPCO homeowners and landowners. If appropriate, comments will be approved by a vote of the NEPCO member associations in accordance with the Bylaws.

MEMBERSHIP

The NEPCO Transportation & Land Use Committee shall have a Chair who reports to the NEPCO Board of Directors. The Chair will serve at the pleasure of the Board of Directors, and will be appointed or re-appointed biannually.

The NEPCO Vice President shall be a member of the Transportation & Land Use Committee.

Membership on the Transportation Committee & Land Use Committee shall be unlimited in number but approved by the Committee Chair. Membership must be members of NEPCO associations. The goal for membership shall be to have representation geographically distributed among the twelve sub-areas of the Tri-Lakes Comprehensive Plan.

ROLES AND RESPONSIBILITIES

The Chair of the NEPCO Transportation & Land Use Committee shall:

Manage the Transportation & Land Use Committee and execute its procedures as described in this charter,

Seek all transportation authorization requests, whether for new construction or maintenance/repair and all development proposals, whether for residential, commercial or industrial that apply to the NEPCO area of interest and comment as requested on proposed developments from the County Planning and Community Development Department or the Department of Public Works, the Town of Monument and the Town of Palmer Lake and/or other governmental agency,

Receive all requests for comments on proposed development from the County Planning and Community Development or the Towns of Monument or Palmer Lake,

Call meetings of the Transportation & Land Use Committee with developers, affected member associations, and other organizations and agencies relevant to reviewing land use matters within the boundary of NEPCO as required,

Organize a program to further the education of Transportation & Land Use Committee members on transportation, land use goals, policies, plans, procedures, and future growth issues,

If appropriate, take a vote of NEPCO member associations on letters of comment for land use review on behalf of the NEPCO Board of Directors consistent with the voting procedures prescribed in the Bylaws,

Attend County and other governmental agency hearings, as appropriate, and make NEPCO presentations at such hearings when appropriate,

Present the activities of the Transportation & Land Use Committee at all NEPCO meetings,

Report to NEPCO member associations on letters of comment for land use and transportation review on behalf of the NEPCO Board of Directors, if requested,

Sign letters of comment on transportation and land use proposals reviewed on behalf of the NEPCO Board of Directors when appropriate, such as when time is short,

The members of the Transportation & Land Use Committee shall:

Attend educational presentations, as appropriate, on transportation and land use goals, policies, plans, procedures, and future growth issues,

Participate actively in meetings called by the Chair,

Review all requests for comments on transportation matters and land use proposals and participate in drafting comments on behalf of NEPCO,

Attend county hearings on transportation matters, as appropriate.

The NEPCO Secretary shall:

Forward correspondence on transportation matters to the Transportation & Land Use Committee Chair in a timely manner,

Maintain the official NEPCO file of requests and comments on transportation and land use matters.

PRINCIPLES

The following are guiding principles for the NEPCO Transportation & Land Use Committee for carrying out its responsibilities:

The Transportation & Land Use Committee will support "smart" growth that preserves the area's natural character and established land use patterns while providing for well-planned and complimentary new growth.

The Transportation & Land Use Committee will protect the property rights of homeowners and landowners.

The Transportation & Land Use Committee membership will reflect the majority views of homeowners in NEPCO.

The Transportation & Land Use Committee will be guided by the relevant goals and objectives of the Tri-Lakes Comprehensive Plan.

PROCEDURES

The operating procedures for the NEPCO Transportation & Land Use Committee are to receive, review and coordinate requests from the El Paso County Planning and Community Development, the Monument Planning Department and the Palmer Lake Planning Department and to transmit those requests and supporting data as soon as possible to the members of the Transportation and Land Use Committee Members.

Committee members, working in teams or alone will review the information provided with the referral. If the Committee Member has questions they will contact the Transportation and Land Use Committee Chair and ask for clarification.

In a timely manner, committee members will then forward their comments to the Chair who will consolidate the various comments into a single document that speaks with a single voice to represent the comments and concerns of NEPCO.

The Chair may, at his/her discretion, share the referral package with affected HOAs for their input. The HOA may ask NEPCO to incorporate the HOA's comments in NEPCO'S comments and concerns or they may choose to provide their own comments to the referring organization.

PRODUCTS

The primary products of the Transportation & Land Use Committee shall be letters of comment to the County Planning and Community Development or Department of Public Works, the Town of Monument and the Town of Palmer Lake and other governmental agencies on requests regarding transportation and/or development matters within the boundary of NEPCO's area of interest.

REVISION

Amendments to this charter will be made upon majority vote of the NEPCO Board of Directors.

APPROVAL

This charter, as NEPCO Policy Memorandum # 3, is hereby approved on December 8, 2017, by a majority vote of the NEPCO Board of Directors.

FILE: //signed// Date: December 8, 2017

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Robert L Swedenburg
Secretary, NEPCO

Larry Oliver
President, NEPCO