AGENDA

ACCESSING MEETING TRANSLATIONS
(Accediendo a las Traducciones de la Reunión)

To access written translation during the meeting, please scan the QR Code or click this link for up to 48 other languages (Para acceder a la traducción durante la reunión, favor escanee el código QR o haga clic en el enlace para hasta 48 idiomas más):

https://attend.wordly.ai/join/FLUL-1105

Choose Language and Click Attend (Seleccione su lenguaje y haga clic en asistir)

Use a headset on your phone for audio or read the transcript can assist those having difficulty hearing (Use un auricular en su teléfono para audio o lea la transcripción puede ayudar a aquellos que tienen dificultades para escuchar).

Public comment is not typically heard at Study Sessions, but may be allowed by the Mayor with agreement of a majority of the Board.

This study session will be streamed live and available at www.estes.org/videos

5:15 p.m. Update on New Location for Police Department. (Project Manager Pastor)

5:40 p.m. Planned Unit Development Code Change. (Planner Hornbeck)

6:05 p.m. Next Steps for the Town-Owned Parcel at Elm Road and Moraine Avenue. (Deputy Town Administrator Damweber)

6:35 p.m. Trustee & Administrator Comments & Questions.

6:40 p.m. Future Study Session Agenda Items. (Board Discussion)

6:45 p.m. Adjourn for Town Board Meeting.

Informal discussion among Trustees concerning agenda items or other Town matters may occur before this meeting at approximately 5:00 p.m.
Report

To: Honorable Mayor Hall
   Board of Trustees

Through: Town Administrator Machalek

From: Greg Muhonen, PE, Public Works Director
      Derek Pastor, PMP, Public Works Project Manager

Date: June 25, 2024

RE: Update on New Location for Police Department

Purpose of Study Session Item:
Present to the Town Board the current status of ideas for land acquisition for relocation of the Police Department.

Town Board Direction Requested:
Public Works staff seek Town Board input on negotiations for land acquisition for this facility. This discussion will guide staff in preparing future budget requests and staff resource allocations.

Present Situation:
Beginning in 2023, discussions between Public Works and the Police Department identified five (5) possible site locations for the new Police Department. Summaries of the costs and other site evaluation criteria were discussed with the Town Board in Executive Session in January 2024.

In 2024, conversations took place with the owner of the preferred site regarding purchase of their land. Negotiations were paused when the owner held firm on their selling price of nearly three (3) times the Broker Opinion of Value for the land.

Concurrent with these conversations, Public Works engaged with the Police Department, Estes Valley Fire District, and local Emergency Medical Services about the idea of a multi-jurisdictional emergency facility adjacent to Dannels Fire Department (See Proposed Building Site map). All parties agreed that this would be an excellent idea, with the location being ideal to meet the needs previously outlined for the community.

In March 2024, Public Works contacted the Bureau of Reclamation (BoR) to identify procedures and next steps to acquire a portion of the land to accommodate a 15,000 sq. ft. building. The Bureau has identified a few preliminary requirements to be addressed:
• Updating/revising the Resource Management Plan (to be completed by the BoR).
  Included in the Resource Management Plan are:
  o Environmental Impact Assessment (TOEP Responsibility)
  o Land Use / Special Use Re-Zoning (TOEP Responsibility)
  o Public Comment Period (TOEP Responsibility)
• Memorandum of Understanding between BoR and TOEP (initiated by BoR)

Proposal:
Public Works staff recommend continuing conversations with the Bureau of Reclamation to possibly acquire permission to use their land adjacent to Dannels Fire Department and subsequently enter into a Memorandum of Understanding as required by the Bureau of Reclamation.

Advantages:
• Centralized location for Emergency Services
• Close proximity to schools, Events Complex and state highways
• No land acquisition costs; minimal costs for permits, environmental assessments, etc..
• Ideal location for responsiveness to emergencies
• Shared training facility
• Of the options considered, this area is best protected from natural disaster and urban conflagrations

Disadvantages:
• Length of time for a decision from the Bureau of Reclamation causing a delay in the designing of this new facility (thus construction and relocation as well). However, there is a significant financial investment in purchasing land from alternatives that are less ideal.
• The new location would encroach on existing public space and recreational areas. However, a requirement from the Bureau of Reclamation is the design of the new facility would address the lost public and recreational space and re-design accordingly.
• Co-locating all the first responders next to the powerplant could increase the potential risk of an attack or single event crippling the Town’s ability to act. However, we feel the site, even with the addition of an emergency response center, is not a particularly attractive target for terrorist action due to the relatively low scope of impact/harm available here relative to similar facilities in highly populated areas. An alternate perspective is the proposed co-location actually improves the security of the powerplant by the shortened response time due to the close proximity of both Fire and Police services.

Finance/Resource Impact:
This land adjacent to Dannels Fire Station could potentially be utilized at a significantly lower cost to the Town as compared to purchasing a new parcel. There will be costs incurred by the Town from the Bureau of Reclamation for the Resource Management Plan, Environmental Impact Assessment, Permits, etc.. Public Works is attempting to
schedule a preliminary meeting with the BoR to get a better understanding of these costs and timelines.

Alternative land purchases from the other available options for consideration range up to $2.6M.

**Level of Public Interest**
Considering this decision has safety/security implications as well as affecting the public spaces and recreational area in the vicinity, we believe there will be a high-level of public interest.

**Attachments:**
1. Proposed Building Site Map
Report

To: Honorable Mayor Hall
   Board of Trustees

Through: Town Administrator Machalek

From: Paul Hornbeck, Senior Planner

Date: June 25, 2024

RE: Planned Unit Development Code Change

Purpose of Study Session Item:
Discuss potential amendments to the Estes Park Development Code sections on Planned Unit Developments.

Town Board Direction Requested:
Seeking direction from the Town Board on potential code amendments regarding Planned Unit Developments.

Present Situation:
A Planned Unit Development (PUD) is a land use tool that can provide flexibility from standard zone district requirements such as lot size, building setbacks, or allowed uses. PUDs are permitted as a zoning overlay by the Development Code Section 3.4 (Attachment 1) and Chapter 9 (Attachment 2) and enabled through the Planned Unit Development Act of 1972 (C.R.S Title 24, Article 67).

The PUD Act allows local governments the “…discretion to negotiate almost every aspect of the proposed development in return for PUD approval. In theory, the planned development process protects the public interest by trading off more flexible local government regulations for a higher level of forethought, design attention, or community amenities…”

Development Code Section 9.1 lists the purposes of PUDs within the Town, including some of the following key points:

• encourage innovative design

• more efficient use of open space

• more efficient use of land and of public services

1 Elliott, Donald L. Colorado Land Planning and Development Law, 12th Ed. (CLE in Colo., Inc. 2021).
The impetus for considering a code amendment at this time are some recent development proposals and concepts that have illustrated shortcomings in the Development Code that can be addressed prior to the larger code update planned for 2024-2026.

The Estes Forward Comprehensive Plan (Comp Plan) was adopted in 2022 by Town Board and Board of County Commissioners to guide the day-to-day and long-range decisions that affect the Estes Valley. It is a policy document with various actions recommended to implement its various goals and policies. One of the major means of implementing the Comp Plan is through the Development Code. The last major update to the Development Code was in 2000, meaning there is a disconnect between the Comp Plan and the Development Code.

One of the most noticeable inconsistencies is the Comp Plans’ vision for Mixed-Use Centers and Corridors. Most commercial corridors in Town outside of downtown are identified on the Future Land Use Map in the Comp Plan as “Mixed-Use Centers & Corridors” (Attachment 3). The Comp Plan expresses a vision for these areas of medium to higher-density vertical mixed residential and commercial use developments located on or near major thoroughfares (Attachment 4).

The only zone district which allows mixed use is CD (Downtown Commercial), but such zoning is not appropriate outside downtown (e.g. it does not require any parking). The Development Code update will likely address this disconnect between the Comp Plan and Development Code, but that process will likely take 18-24 months. Since there is current interest in development and redevelopment in these corridors, staff recommends an interim solution of using the PUD process to allow mixed use envisioned by the Comp Plan.

The Town’s PUD code is largely intended to facilitate mixed use develop as it is today, however a few stipulations make it difficult if not impossible to be used on most parcels in Town. The primary issues are:

- Permitted only on properties with CO (Outlying Commercial) zoning (a small portion of parcels in Town)
- Minimum parcel size of 3 acres (most parcels in Town are smaller)
- Minimum 30% open space (exceeds other zone districts and is difficult to meet in infill development)

Another issue that has come up recently in which a PUD amendment code could address pertains to density of accommodations uses. A development application
currently under review for a hotel is seeking higher density than the code allows. The
applicants are contemplating submitting a variance request regarding the number of
hotel rooms for consideration by the Board of Adjustment.

Variances are governed by Development Code Sec. 3.6, which prohibits variances that
reduce the size of lots if that will increase density. However, that is not applicable in this
case since the variance would be for the number of hotel rooms and is not related to lot
size. Staff’s professional opinion is that the Board of Adjustment is not the appropriate
decision maker regarding issues of density and that the Town Board is better equipped
to make those decisions. Therefore, staff recommends amending the PUD code section
to allow the Town Board to approve higher density for accommodations uses through
the PUD process.

With any PUD amendment, staff envisions developing more stringent review standards
to accompany the changes. The intent would be to ensure PUDs are only used when
they provide a clear community benefit and not simply as a workaround to standard
code requirements. This would allow the Board to look holistically at a project to
consider its overall benefits and only approve projects meeting those criteria. For
example, if a proposed accommodation use desired a higher density, then the project
would need to provide exceptional community benefits, such as the provision of
workforce housing, superior architectural design, and enhanced environmental
stewardship.

Proposal:
If the Board is interested in pursuing the amendments, staff will prepare draft code
language to take to Planning Commission for their input and recommendation and
prepare an ordinance for the Board’s consideration.

Advantages:
• Provides an interim fix for the disconnect between the Comp Plan’s vision for
  Mixed Use Centers and Corridors and the Development Code’s lack of zoning to
  implement that vision.

• Will allow more properties to be eligible for PUD overlay, providing greater
  opportunity for innovative designs, which could help address workforce housing
  needs.

• Gives Town Board authority to consider increased density for qualifying
  accommodation uses rather than relying on the Board of Adjustment.

Disadvantages:
• Making more properties eligible for PUD could increase the number of
  applications for PUDs (currently minimal), which typically require more staff time
to review and to administer after approval. However, with strong review criteria
  that encourage only projects with exceptional community benefits, this could be
  limited.
• Discretionary approval process of PUDs can provide appearance of unfair and arbitrary decision making. However, an ordinance with sufficient guidance through the establishment of desired community benefits and approval standards can minimize this risk.

Finance/Resource Impact:
None

Level of Public Interest
There would likely be moderate public interest in a Development Code amendment.

Attachments:
  1. Development Code Section 3.4 – Planned Unit Developments (existing)
  2. Development Code Chapter 9 (existing)
  3. Comp Plan Future Land Use Map
  4. Mixed Use Center & Corridors excerpt from Comp Plan
§ 3.4 Planned Unit Developments

A. **Applicability.** Planned Unit Developments may be approved in any zoning district in which this Code expressly permits such projects (See Chapter 9), subject to the standards set forth in this Code and the approval procedures set forth in this Section.

B. **Consolidation with Subdivision Approval.** Where applicable, the Applicant shall consolidate an application for Preliminary PUD Plan approval with an application for preliminary subdivision plan approval, and shall consolidate an application for Final PUD Plan approval with an application for final subdivision plat approval. Such consolidated application shall be submitted in a form that satisfies both the planned unit development requirements of this Code and the provisions, including submittal requirements, governing subdivisions.

C. **Procedures for Approval of a PUD Plan.** The PUD is first approved in preliminary form and then approved in final form. Approval of preliminary and final Planned Unit Development plans shall follow the same procedures as approval of preliminary and final subdivision plats. See §3.9 below for the subdivision approval process.

D. **Standards for Review.** All applications for Planned Unit Developments shall demonstrate compliance with the requirements and review standards set forth below and in Chapter 9, "Planned Unit Developments," and with all other applicable provisions of this Code.

1. **Preliminary PUDs.** An application for approval of a Preliminary PUD Plan, together with submitted plans and reports, shall be reviewed for conformance with the following standards:
   a. The PUD shall be consistent with and implement the planning goals, policies and objectives as contained in this Code and in the Comprehensive Plan;
   b. Adverse impacts on adjacent properties, including but not limited to traffic, noise and visual impacts, shall be mitigated to the maximum extent feasible;
   c. The PUD shall be integrated with adjacent development through street connections, sidewalks, trails and similar features;
   d. Except as provided in Chapter 9 below, all district, development and subdivision standards set forth in Chapters 4 (Zoning Districts), 7 (General Development Standards) and 10 (Subdivision Standards) shall be met; and
   e. As allowed in Chapter 9 below, certain standards may be modified or varied upon a finding that the proposed PUD incorporates creative site design such that it represents an improvement in quality over what could have been accomplished through strict application of the otherwise applicable district or development standards, including but not limited to improvements in open space provision and access; environmental protection; tree/vegetation preservation; efficient provision of streets, roads and other utilities and services; or choice of living and housing environments.

2. **Standards for Review for a Final PUD Plan.** A Final PUD Plan application, together with all submitted plans and reports, shall be reviewed to determine their compliance with the approved preliminary PUD plan, including all recommended conditions.

E. **Effect of Approvals.**

1. **Effect of Approval of a Preliminary PUD Plan.** The provisions set forth in §3.9.F below applicable to a preliminary subdivision plan shall apply to a preliminary PUD plan.

2. **Effect of Approval of a Final PUD Plan.** The provisions set forth in §3.9.F below applicable to a final subdivision plat shall apply to a final PUD plan. A final PUD plan shall be recorded as the final subdivision plat, as per §3.9.F below.
CHAPTER 9. 
PLANNED UNIT DEVELOPMENTS

§ 9.1 Purposes

In order that the public health, safety and general welfare may be furthered in an era of increasing urbanization, commercial and industrial development, and growing demand for housing of all types and design, this Chapter is designed to encourage planned unit developments (PUDs) in the Estes Valley for the following purposes:

A. To encourage innovations in residential and commercial development and renewal so that the growing demands of the population may be met by greater variety in type, design and layout of buildings and by the conservation and more efficient use of open space ancillary to such buildings;

B. To encourage a more efficient use of land and of public services and to reflect changes in the technology of land development so that resulting economies may inure to the benefit of those who need homes;

C. To provide a process that can relate the type, design and layout of residential and commercial development to the particular site, thereby encouraging the preservation of the site’s natural characteristics, and to encourage integrated planning in order to achieve the purposes of this Chapter;

D. To provide for well-located, commercial sites and well-designed residential developments while minimizing the impact on roads, streets and other transportation facilities; and

E. To conserve the value of the land.

§ 9.2 APPLICABILITY AND TYPES OF PUDS ALLOWED

A. PUDs Allowed in the CO District Only. Application for a planned unit development may be made for land located in the CO Outlying Commercial Zoning District. A PUD may be established by overlaying a PUD development plan over the existing CO zoning district. All PUDs shall be reviewed and approved in accordance with the standards set forth in this Chapter and the procedures set forth in Chapter 3 of this Code.

B. Types of PUDs Allowed. A Mixed-Use Planned Unit Development (PUD-M) shall be the only permitted PUD overlay in the CO zoning district.

§ 9.3 PUD-M, PLANNED MIXED-USE DISTRICT

The PUD-M, Planned Mixed-Use District, is created to provide for the development of planned mixed-use commercial and residential developments. It is intended to promote developments with a balanced mix of commercial and residential uses that provide services and employment opportunities in close proximity to residents of the district. The PUD-M, Planned Mixed-Use District, may be permitted as an overlay only in the CO Outlying Commercial District. Within a PUD-M District, the following standards shall be applied and uses and densities may be permitted subject to the approval of the Decision-Making Body, depending on the location of the proposed PUD.

A. Permitted Uses. Within a PUD-M district, the following uses may be permitted subject to the approval of the Decision-Making Body:

1. Uses permitted by-right or by special review in the underlying zoning district;

2. Residential uses; or

3. Accommodation uses.
B. **Minimum Parcel Size.** The minimum parcel size of a mixed-use PUD shall be three (3) acres.

C. **Number of Units Allowed/Density.**
   
   1. **Residential Uses in a Mixed-Use PUD.** The maximum number of units allowed (density) shall be determined by applying the maximum permitted net density allowed in the RM Multi-Family Residential Zoning District (see §4.3.C.5 above).

   2. **Accommodation Uses in a Mixed-Use PUD.** The maximum number of accommodation units allowed shall be determined by applying the minimum developable land area per accommodations unit requirement allowed in the A Accommodations/Highway Corridor Zoning District (see §4.4.C above). Any unit that is less than or equal to eight hundred (800) square feet in size shall be considered a guest unit, regardless of kitchen configuration, for purposes of density calculations of a commercial accommodations use in a Mixed-Use PUD.

   (Ord. 17-03 #1)

   3. **Land Area Requirements Not Cumulative.** The density allowances set forth in this Section are not cumulative, but shall be calculated independently for each residential and/or accommodations use proposed in a mixed-use PUD. Each independently calculated land area shall be deducted from the total land area available for development to determine the permitted density on a site.

D. **Applicable Development Standards.**

   1. **Yard, Bulk and Dimensional Requirements.** Yard, bulk and dimensional requirements set forth in Chapter 4, including but not limited to minimum lot area, shall not apply to interior lots or building sites within a PUD-M that do not abut land uses located outside the PUD-M development parcel.

   2. **All Other Zoning Requirements.** All other zoning development and design standards shall apply to all PUD-M's unless otherwise specifically exempted, modified or varied pursuant to this Chapter or to §3.6, "Variances."

   3. **Subdivision Regulations.** The requirements of Chapter 10, "Subdivision Standards," shall apply to all PUD-M's unless otherwise specifically exempted, modified or varied pursuant to this Chapter or to §3.6, "Variances."

   4. **Private Open Areas.**
      
      a. At a minimum, a PUD-M development shall set aside thirty percent (30%) of the site's total gross area for open areas, plazas, courtyards, sitting areas and other similar public-accessible spaces.

      b. At its discretion, the Decision-Making Body may require additional private open areas or public trail dedications based on a review of the following factors:
         
         (1) The Estes Valley Comprehensive Plan;
         
         (2) Unique drainage, topographic, vegetation or other such physical conditions;
         
         (3) Type and density of development; or
         
         (4) Overall need for open space and recreational facilities.

      c. All open areas or trails provided in a PUD shall be owned and maintained as common (private) open areas by the developer, owner of the property or an organization established for the ownership and maintenance of common open areas, unless the relevant Board accepts public dedication of the open areas.

      d. Open areas or trails dedicated for public use shall comply with all applicable dedication requirements set forth in §7.4 of this Code.

   (Ord. 17-03 #1, 10/14/03)
Future Land Use categories do not alter, circumvent, or supersede established zoning, recorded subdivisions, or approved development plans. The zoning map and development codes are not changed as a result of the adoption of the Comprehensive Plan or Future Land Use Map.
The Estes Forward Future Land Use Map applies the Future Land Use Categories to the Estes Valley Planning Area and Town of Estes Park jurisdictions to recommend appropriate locations for each category of land use and development character. The composition of map is informed by several factors:

- The previous future land use maps (Town - 1996, County - 2019)
- Current zoning map
- Historic development patterns
- Existing water service areas
- Environmental features and constraints
- Areas of anticipated development
- Growth and conservation preferences articulated by the community

The Future Land Use Map provides the overarching structure for orchestrating appropriate patterns of development and conservation throughout the Estes Valley. In doing so, the map influences and informs zoning decisions to achieve desired future growth patterns. While evaluating site-specific development requests, study the Future Land Use Map to determine whether the request is consistent with the community's land use and development vision.

The Future Land Use Map is a guide to achieving the community's stated vision; however, it is not a mandate. To the extent possible, it should be closely followed, but when circumstances dictate otherwise, it is the intent of this plan to enable the Town and the County to respond appropriately through their land development decisions.

THE FUTURE LAND USE CATEGORIES AND MAP ARE ASPIRATIONAL. THEY DO NOT ALTER, CIRCUMVENT, OR SUPERSEDE ESTABLISHED ZONING, RECORDED SUBDIVISIONS, OR APPROVED DEVELOPMENT PLANS. THE ZONING MAP AND DEVELOPMENT CODES ARE NOT CHANGED AS A RESULT OF THE ADOPTION OF THE COMPREHENSIVE PLAN OR FUTURE LAND USE PLAN, CATEGORIES, OR MAP. FEDERAL LANDS, INCLUDING NATIONAL PARKS, ARE NOT SUBJECT TO THE FUTURE LAND USE MAP OR TOWN AND COUNTY ZONING MAPS.
MIXED-USE CENTERS & CORRIDORS

The Mixed-use Centers and Corridors category contains medium to higher-density vertical mixed residential and commercial use developments located on or near major thoroughfares. This category is characterized by an interconnected road network, available water and wastewater, and a walkable environment and a greater emphasis on design of upper stories for compatibility.

Appropriate Land Uses and Development Types

» Mixed-Use developments with upper-story residential, office, institutional, commercial, entertainment

» Medium-high density accommodations such as hotels, motels, short-term rental attached units

Built Form

New and redeveloped sites in Mixed-use Centers and Corridors should reflect a variety of building types on large lots. Development in this category should strive to increase business density, adding residential units where appropriate, and expanding multi-modal connectivity.

Parking lots should be divided into more than one area including the side and rear of buildings where feasible. All structures should feature pedestrian-scale entrances. Development should positively contribute to the character of the town through pedestrian-scaled architectural features on ground floors and landscaping.

» Building Height: 1 - 5 stories

» Block Length: 250 – 650 ft.

» Primary Road Setback: 10 - 150 ft.

» Transportation System: This category accommodates all modes: automobile, bicycle, pedestrians, and transit. The pedestrian system should connect to other mixed-use and commercial nodes and neighborhoods. Sidewalks and/or shared-use paths and bicycle infrastructure should connect the multi-modal network along primary transportation corridors. Pedestrian connectivity internal to the site must connect parking areas to the building and adjacent sites.

Previous (1996) Future Land Use Categories

» Office

» PUD Commercial

» Commercial Recreation

» Commercial

» Accommodations
Report

To: Honorable Mayor Hall
   Board of Trustees

Through: Town Administrator Machalek

From: Jason Damweber, Deputy Town Administrator

Date: June 25, 2024

RE: Next Steps for the Town-Owned Parcel at Elm Road and Moraine Avenue

Objective:
Determine the Town Board’s desired next steps with respect to the Town-owned parcel located at the intersection of Elm Road and Moraine Avenue, namely the preferred process for vetting proposals received in response to a Request for Expressions of Interest regarding the site.

Present Situation:
At a Study Session held earlier this year, staff inquired about the Town Board’s interest in the potential future use of the Town-owned parcel located at Elm and Moraine. Options discussed included:

- Doing nothing, possibly identifying a desired future public use for the parcel.
- Selling the property and using the proceeds for another strategic goal.
- Leasing all or a portion of the property.
- Issuing a Request for Expressions of Interest (RFEI) to determine what potential development interest might exist for the property and bring proposals back to the Town Board for a decision.

At the conclusion of the discussion, the Town Board indicated strong interest in the last option. Soon after, staff issued an informal Request for Expressions of Interest that asked potential respondents the following questions:

- If you were to purchase or lease the property, what would you plan to do with it?
- How would your plan for the property benefit the Town of Estes Park?
- Would you prefer to purchase the property or enter into a long-term lease?
- Would you prefer to purchase/lease the entire property or only the portion without overhead powerlines?
- Based on known information and limitations about the site, what requirements would you have of the Town if you were to enter into a purchase agreement or long-term lease?
We received six expressions of interest in response to the RFEI, attached.

**Proposal:**
Staff proposes that the Town Board review the expressions of interest received and determine next steps. More specifically:

- Which proposals are you interested in learning more about? Are there any proposals you wish to eliminate from further consideration?
- What process would you like to see used to further vet the expressions of interest?
  - Direct staff to engage with a particular proposer?
  - Invite all or certain proposers to pitch their ideas and respond to questions from the Town Board?
  - Something else?
- Confirm whether there is a preference to retain ownership of the parcel and enter into a long-term lease rather than selling the property?
- Whether to parse out the portion of the property with overhead powerlines or include it in a lease or purchase?

**Advantages:**
Selling or leasing all or a portion of the property would provide the Town with funding that could be used to address other strategic goals.

**Disadvantages:**
Unknown at this time. No matter what direction the Town decides to take with respect to this property, there could be opportunity costs realized or lost.

**Finance/Resource Impact:**
*To be determined*

**Level of Public Interest**
Low

**Attachments:**
1. Presentation
2. Responses to Request for Expressions of Interest
Objective

Determine the Town Board’s desired next steps with respect to the Town-owned parcel located at the intersection of Elm Road and Moraine Avenue, namely the preferred process for vetting proposals received in response to a Request for Expressions of Interest regarding the site.
Recap

At a Study Session held earlier this year, staff inquired about the Town Board’s interest in the potential future use of the Town-owned parcel located at Elm and Moraine. Options discussed included:

- Doing nothing, possibly identifying a desired future public use for the parcel.
- Selling the property and using the proceeds for another strategic goal.
- Leasing all or a portion of the property.
- Issuing a Request for Expressions of Interest (RFEI) to determine what potential development interest might exist for the property and bring proposals back to the Town Board for a decision.

Request for Expressions of Interest

- If you were to purchase or lease the property, what would you plan to do with it?
- How would your plan for the property benefit the Town of Estes Park?
- Would you prefer to purchase the property or enter into a long-term lease?
- Would you prefer to purchase/lease the entire property or only the portion without overhead powerlines?
- Based on known information and limitations about the site, what requirements would you have of the Town if you were to enter into a purchase agreement or long-term lease?
Questions for the Town Board

- Which proposals are you interested in learning more about? Are there any proposals you wish to eliminate from further consideration?
- What process would you like to see used to further vet the expressions of interest?
  - Direct staff to engage with a particular proposer?
  - Invite all or certain proposers to pitch their ideas and respond to questions from the Town Board?
  - Something else?
- Confirm whether there is a preference to retain ownership of the parcel and enter into a long-term lease rather than selling the property?
- Whether to parse out the portion of the property with overhead powerlines or include it in a lease or purchase?

RESPONSES

- Six received
  - One voluntarily withdrew after learning about density limitations
Response #1

- **Respondent**: Estes Park Housing Authority
- **Purpose**: Workforce Housing
- **Purchase or Lease?**: Purchase

  - “The dire need for all forms of housing across a broad spectrum of income levels is well known and documented in the 2023 Housing Need Assessment and Strategic Plan. This parcel could be an additional development opportunity to increase the availability of attainable housing stock for the Estes Valley.”

Response #2

- **Respondent**: Hogback Distillery
- **Purpose**: Parking for adjacent property
- **Purchase or Lease?**: Lease portion of property

  - “Having just purchased 857 Morane Ave, we would be interested in leasing a 40' wide section of land that runs adjacent to ours (i.e. where the water and power lines run). We would use this area for customer parking.”
Response #3

- **Respondent**: CMS Planning & Development
- **Purpose**: Essentially, serve as Town’s contractor to sell off portion of the property and use proceeds to develop housing and a Police Station on remainder of property.
- **Purchase or Lease?**: Neither

- “...I would prefer to enter into a development agreement with the Town under which CMS would provide development services to create a development plan, rezone and subdivide the property, sell the commercial lots on Moraine, and provide final design and construction services for the police station and apartments, if desired.”

Response #4

- **Respondent**: Nicholas Scritchfield
- **Purpose**: Create small storefront to showcase and headquarters existing expedition and “packraft” rental businesses; space for new local environmental conservation non-profit organization and other ecotourism businesses; accommodations for guests of businesses, volunteers, and participants.
- **Purchase or Lease?**: Purchase through a lease-to-purchase agreement

- “I’m envisioning a low-impact development plan that leaves a majority of the property in its natural state. By minimizing the building sizes and creating beautifully designed buildings that are connected by mostly natural walkways/trails, future development could complement the natural beauty of the landscape. I would be happy to discuss my vision for the property in more detail at your request.”
Response #5

- **Respondent:** Spios, LLC
- **Purpose:** Establish a franchise location for a restaurant under the Inspire Brands umbrella.
- **Purchase or Lease?:** Lease
- "This location will contribute to the Town's tourism by providing a recognizable and trusted brand experience for visitors. Whether they're stopping in for a quick snack on their way to explore local attractions or fueling up with a hearty breakfast before embarking on outdoor adventures in the park, tourists can rely on my franchise to deliver delicious food, friendly service, and a welcoming environment. All in all, my plan for the property goes beyond simply establishing a franchise business; it's about creating a vibrant and inclusive space that enriches the lives of residents, supports the local workforce, and enhances the allure of Estes Park as a premier destination."

Questions for the Town Board

- Which proposals are you interested in learning more about? Are there any proposals you wish to eliminate from further consideration?
- What process would you like to see used to further vet the expressions of interest?
  - Direct staff to engage with a particular proposer?
  - Invite all or certain proposers to pitch their ideas and respond to questions from the Town Board?
  - Something else?
- Confirm whether there is a preference to retain ownership of the parcel and enter into a long-term lease rather than selling the property?
- Whether to parse out the portion of the property with overhead powerlines or include it in a lease or purchase?
THANK YOU

Jason Damweber
Deputy Town Administrator
jdamweber@estes.org
**Name of entity or individual expressing interest?**

**Contact name, email, and phone number of interested party?**

If you would like to purchase or lease the property, what are your intended uses for the property (if any)?

**How would you plan your project for the benefit of Team of Echo Park?**

Would you prefer to purchase the property or enter into a long-term lease? Would you prefer to purchase the property as the only practice without external partnerships or leases? Where do you see the future of this property?
Future Town Board Study Session Agenda Items
June 25, 2024

July 9, 2024
- Commercial/Residential Insurance Overview
- Use of Town Property for Vendors

July 23, 2024
- Governing Policies Updates

August 13, 2024
- Trailblazer Broadband Construction Update

September 10, 2024
- Project Scoping for Capacity Improvements on the Big Thompson River & Fall River

Items Approved – Unscheduled:
- Arborist Licensing
- Parking Enforcement Ordinance Updates
- Liquor License Process
- Curb and Gutter Philosophy
- Hosted Short Term Rentals
- Stanley Park Master Plan Implementation

Items for Town Board Consideration:
- None