



TOWN HALL AND VILLAGE CENTER SUBAREA PLANNING COMMITTEE MEETING

January 3, 2018

1:30 PM-2:30 PM

Telluride Mountain Village Owner's Association
113 Lost Creek Lane (Suite A), Blue Mesa Building

- I. **Consideration of Minutes from 11.06.17 Town Hall Subarea Meeting** (5 mins)
- II. **Review Town Hall Subarea Memo of Understanding (MOU) & Objectives** (25 mins)
 - a. Determine priority areas & best use of the 2018 budget
 - b. Determine next meeting date that will include AECOM
- III. **Discussion of Village Center Memorandum of Understanding (MOU)** (25 mins)
 - a. Review the Draft MOU & Objectives
 - b. Determine process to receive revisions and deadlines
- IV. **General Discussion** (5 mins)
- V. **Adjourn**

Pending Business

- *Determine date for kick off public meeting to include recap of existing Comprehensive Plan*
- *Village Court Apartments Expansion Update*
- *Village Center land use analysis (Heritage Core Circle)*

Distribution List and Members:

Jeff Proteau – TSG, Bill Jensen – TSG, Jim Royer – TMVOA, ~~Duncan Hogarth – TMVOA~~, Anton Benitez – TMVOA, Michelle Haynes- TMV, Bruce MacIntire-TMV, Town Council member – TMV, Natalie Binder



**MINUTES OF THE TOWN HALL SUBAREA COMMITTEE MEETING
TELLURIDE MOUNTAIN VILLAGE OWNERS ASSOCIATION
November 6, 2017**

COMMITTEE MEMBERS PRESENT: Bill Jensen – TSG, Jeff Proteau – TSG, Anton Benitez – TMVOA, Michelle Haynes – TMV, Duncan Hogarth – Madeline Hotel & Residences, Jim Royer – TMVOA (via phone), Bruce McIntyre – TMV, Natalie Binder – TMV Town Council (via phone)

COMMITTEE MEMBERS ABSENT: None

STAFF PRESENT: Heidi Stenhammer

OTHERS PRESENT: None

1. Call to Order

Member Benitez called the meeting to order at 11:40 a.m. on Monday, November 6, 2017.

2. Review of Town Hall Subarea Memorandum of Understanding (MOU)

The Town Hall Subarea committee members discussed the Memorandum of Understanding for the Town Hall Subarea and had the following comments:

- The group discussed the concept of forming an LLC for the purposes of implementing the Comprehensive Plan vision. The group decided that keeping the properties in respective ownership will likely be the outcome and the Principals will work through the necessary land development processes, agreements, easements and cost sharing as we move forward. Descriptions and ideas such as re-platting, rezoning, easements, development agreements, snowmelt systems, shuttle drop offs, utilities, roadways, parks, health, safety and well-being should be included as examples within the MOU so that the public will have an idea of what the committee is attempting to achieve
- Landscape planning, resort planning and preliminary engineering to allocate space for certain ancillary requirements will be included
- The Town has allocated \$225K towards VCA, the Town Hall Subarea and Village Core improvements in 2018. The town long range planning funds may also be spent on other projects prioritized by Town Council however the baseline commitment is the same. TSG and TMVOA have agreed to allocate \$125K each of which \$50K will be allocated to Town Hall and \$75K allocated to the Village Center

Member Benitez and Member Haynes will revise the MOU and circulate a redlined draft to the committee by the end of the week. All present agreed the final document should be presented to Town Council at its next meeting on November 16th.

3. Discussion of Village Center Memorandum of Understanding (MOU)

The Town Hall Subarea committee discussed the Memorandum of Understanding for the Village Center and had the following comments:

- This MOU will be much broader and phased due to all the components that need to be addressed
- Conflicts between the Comp Plan and existing zoning need to be resolved
- Vacant lot property owners need to be surveyed to determine their desires for their property
- A traffic and parking analysis for build-out needs to be completed
- 3D mapping of the Village Center needs to be completed through Google Earth to understand massing and scale. This has been contracted, cost sharing is understood and it will be utilized as a development tool for the Principals and potential developers.
- The short-term core vibrancy and activation issues should be addressed within the next 1-3 years
- Contracted services could include a CDC analysis to incentivize hot bed development.
- Long-term issues will include traffic flow, parking, workforce housing/primary residences, balanced density, required infrastructure, pedestrian traffic flow, land-use analysis to define hot-beds and incentives/allowances for developers offering signature experiences
- Emphasis could be placed on increasing the number of full-time residents residing in the core
- All committee members will review the core vitality Ecosign Plan that was commissioned by TMVOA in 2010
- A public kick-off meeting regarding activation of the plazas should be held early in 2018 so that ideas can be flushed, and priorities determined and implemented
- Major developers such as East West Partners will be invited to come to a future meeting to offer their views and insights as to what works and what doesn't when considering a major core redevelopment
- There was consensus to finalize the draft MOU and submit for Town Council consideration at the November 16, 2017 meeting. The committee agreed to finalize comments and approval by email.

4. Adjournment

The meeting was adjourned at 1:00 pm.

MEMORANDUM OF UNDERSTANDING

PHASE 2: TOWN HALL CENTER SUBAREA

Date: November 8, 2017

Between: The Town of Mountain Village, Telluride Mountain Village Owners Association, and Telluride Ski and Golf, which represents the governing body on land use matters and major land owners within the Town Hall Center Subarea (the “Principals”).

Deliverables: In June 2017, Town Council approved an amendment to the Comprehensive Plan to replace the Town Hall Subarea (**THS**) Chapter. The plan defines six (6) unique development areas and provides the next level of detail and planning to the vision for the THS. The Principals wish to continue collaborative work and planning for the THS by initiating Phase 2 of the project. Phase 2 key objectives/deliverables include:

- More clearly define development areas and key components within them
- Clarify priority of development areas and/or packages – including phasing/sequencing
- Perform analysis and pre-design – including infrastructure, pre-engineering, feasibility, costing, and phasing
- Develop high-level funding framework for each development area/package

Background: In March 2016, the Principals signed a memorandum of understanding outlining their intent to define and engage in a process to determine the most appropriate uses for the THS. The THS committee contracted with AECOM (a design firm) to assist with public outreach, data gathering and synthesis, alternative development and charrette, and preferred alternative development and workshop. The overall project resulted in a seven-page (7) plan that was approved by Town Council in June 2017 to replace the THS chapter in the Comprehensive Plan. The THS plan identified the following six (6) development areas (**not in any specific order**), along with some of their key components.

1. **Area 1: VCA Expansion**
 - a. Construct up to 50 units
 - b. Reconfigure surface parking
 - c. Improve pedestrian pathways

2. **Area 2: Community Hall and Shuttle Drop-Off**
 - a. Identify all associated land use requirements such as re-platting, rezoning, density transfers, development agreements and utility/easement agreements to realize the vision
 - b. Improve pedestrian safety – add tunnel under roadway allowing safe pathway between ski-run and Town Hall
 - c. Improve shuttle pick-up/drop off experience and efficiency – add covered shuttle stop (south/slope side of MVB)
 - d. Perform architectural review of existing Town Hall building and proposed new buildings
 - e. Construct new and larger building where post office currently resides – allowing more space for community services
 - f. Improve surface (Market) parking lot – including addition of snow melt so long as the snow melt infrastructure is also designed and in alignment with the town’s energy efficiency goals.
 - g. Improve landscaping and plaza

3. **Area 3: Utilities, Roadway, and Park**
 - a. Identify additional land use process steps such as development agreements, utility or easement agreements and associated approvals that would be concurrent to a re-platting process
 - b. Replat as necessary to facilitate the construction of each “development area”
 - c. Improve entry and sense of arrival – this “Gateway Area” should provide drivers with a clear signal they have arrived in MV
 - d. Construct consolidated roadway improvements, including roundabout, drive lanes, parking drop offs, and sidewalks – together will provide drivers with a noticeable transition from residential to commercial/public areas
 - e. Construct an elegant park and enhance surrounding landscaping – will further provide drivers with sense of arrival
 - f. Improve pedestrian safety – add tunnel under roadway allowing safe pathway between park and Town Hall / Market
 - g. Relocate utilities

4. **Area 4: Full Buildout of Parking**
 - a. Construct bridge to parking structure – allowing reduced traffic/congestion in Town Hall surface parking lot (Market Lot)
 - b. Build out of parking structure – including facade improvements
 - c. Identify agreement amendments and/or town approvals necessary for the parking structure building out

5. **Area 5: Mixed-Use/Mountain Munchkins Day Care**
 - a. Construct building for mixed-use civic services, including Mountain Munchkins
 - b. Improve pedestrian safety – add tunnel under roadway allowing safe pathway to park
 - c. Improve shuttle pick-up/drop off experience and efficiency – add covered shuttle stop

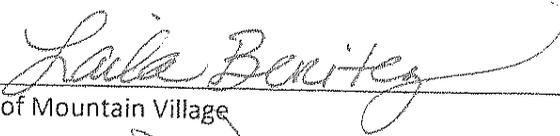
- d. Identify ownership or transfer of ownership, lease or partnership opportunities associated with the lot to effectuate the Mixed-Use/Mountain Munchkins Day Care vision
- e. Undertake conceptual design based upon site specific information

6. Area 6: Future Expansion of Civic Services

- a. Additional office space for possible civic services and uses

- Oversight:** An oversight committee (Committee) made up of representatives of each of the principals and the staff of the Town and TMVOA shall vet all proposals for the subarea. The Committee will continue to function as an advisory committee that provides recommendations to the Mountain Village Town Council. The Committee's charge will be to reach consensus amongst the members on all issues, and strive to not call for formal votes. The oversight committee shall not exceed eight participants:
- Two representatives from each of the Principals;
 - The Executive Director of TMVOA and the Planning and Development Services Director of the Town
- Method:** The Committee shall agree to a scope of work. Similar to the process used for Phase 1 of the THS, a consultant may be hired to assist the committee. The fee for the consultant shall be split equally among the Principals. Any consultant fee and/or other Committee costs attributed to the Town must be budgeted and appropriated by the Town Council prior to entering into any consultant agreement or other cost. In the event the Town Council elects not to appropriate any funds pursuant to this MOU, the parties may elect to terminate this MOU at such time. Although the THS affects the Principals and land owners, the Mountain Village Town Council has the sole authority to amend the Comprehensive Plan.
- Process:** The chosen consultant will propose a public outreach process that will utilize all forms of communication appropriate to reach part-time and full-time residents; workers and customers of the THS in order to receive the broadest range of public input possible.
- Payment:** The Town of Mountain Village shall act as the central point of contact for consultant payments in conformance to the contract provisions.
- Timeline:** Approximately 12 months from the issuance of a contract.
- Next Steps:** Committee shall agree to scope of work, contract with consultant, and initiate planning and work in January 2018.

Agreed to in principle:


Town of Mountain Village

November 16, 2017
Date


Telluride Mountain Village Owners Association

November 17, 2017
Date


Telluride Ski and Golf, Inc.

November 16, 2017
Date

MEMORANDUM OF UNDERSTANDING
Village Center Subarea **[DRAFT]**

Date: November 27, 2017

Between: The Town of Mountain Village, Telluride Mountain Village Owners Association, and Telluride Ski and Golf, which represents the governing body on land use matters and major land owners within the Village Center Subarea (the “Principals”).

Mission Statement:

The Principals desire to implement the existing Village Center Comprehensive Plan values and actions, re-evaluate the Comprehensive Plan Vision for the Village Center, promote and enhance vibrancy, and address long term infrastructure and management of future build out and use of the Village Center.

Regarding:

Implementation of the Village Center 2011 Comprehensive Plan Principals Policies and Actions specifically the following key land use values:

- Vibrant Centers
 - Enhance the visitor, second homeowner and year-round resident experience
 - Provide exceptional year round commercial services including restaurants and retail uses
 - Implement placemaking, landscaping, plaza activation, pedestrianization and management of the Village Center plazas
- Connectivity
- Appropriateness and Fit of Land Uses
- Alpine Character Preservation
- Integrated Deed Restricted Housing
- Incentivize Hot Bed Development

Objectives:

- Gaining alignment on strategy for gathering owner, public and stakeholders input for Village Center Subarea
- Compile existing conditions data regarding the Village Center including but not limited to uses, use ratios, deed restrictions, floor area analysis, sales tax revenue data. Define gaps and engage required studies to gain necessary information for decision making.
- Begin Vibrancy Discussions including placemaking, landscaping, and plaza activation
- Consider CDC amendments to incentivize hot beds

Background:

Oversight: An oversight committee (Committee) made up of representatives of each of the principals and the staff of the Town and TMVOA shall vet all proposals for the subarea. The Committee will continue to function as an advisory committee that provides recommendations to the Mountain Village Town Council. The Committee’s charge will be to reach consensus amongst the members on all issues, and strive to not call for formal votes. The oversight committee shall not exceed nine participants:

- Two representatives from each of the Principals;

- The Executive Director of TMVOA and the Planning and Development Services Director of the Town; and
- A non-stakeholder with a background in group facilitation to act as Chair; which may be filled by a hired consultant.

Method: The Committee agrees to a three-year MOU for the first phase of the anticipated work plan. The Committee shall agree to a scope of work. A consultant may be hired to assist the committee. The fee for the consultant shall be split equally among the Principals. Any consultant fee and/or other Committee costs attributed to the Town must be budgeted and appropriated by the Town Council prior to entering into any consultant agreement or other cost. In the event the Town Council elects not to appropriate any funds pursuant to this MOU, the parties may elect to terminate this MOU at such time. Although the THS affects the Principals and land owners, the Mountain Village Town Council has the sole authority to amend the Comprehensive Plan which may occur through this Village Center Subarea process.

Process: The chosen consultant will propose a public outreach process that will utilize all forms of communication appropriate to reach part time and full time residents; workers and customers of the Village Center in order to receive the broadest range of public input possible.

Payment: The Town of Mountain Village shall act as the central point of contact for consultant payments in conformance to the contract provisions.

Timeline: The MOU will be effective for three years. Funding, budgeting, scope of work and contracts will be considered on a calendar basis year cycle.

Next Steps: Committee shall agree to scope of work, contract with consultant, and initiate planning and work in January 2018.

Agreed to in principle:

Town of Mountain Village	Date
Telluride Mountain Village Owners Association	Date
Telluride Ski and Golf, Inc.	Date