

**TOWN OF MOUNTAIN VILLAGE
BUSINESS DEVELOPMENT ADVISORY COMMITTEE (BDAC) MEETING
TUESDAY APRIL 18, 2023, 11:00 AM**

Hybrid – Town Council Chambers & via Zoom

<https://us02web.zoom.us/j/84692581593?pwd=V1RrQ2VOMVFoNHI1Y1FpYVJ6QmtBZz09>

(see login details below)

AGENDA

Item	Time	Min	Presenter	Type	
1.	11:00				Call to Order
2.	11:00	20	Norton	Action	Plaza Vending Committee – Summer Vending applications
3.	11:20	5	Benitez	Informational	Economic Snapshot
4.	11:25	20	Wise/Norton	Informational	Summer Plaza Projects
5.	11:45	10	Wise/Norton	Work session	2023 Workplan/Budget
6.	11:55	5	Wise/Norton	Informational	Other business
7.	12:00				Adjourn

To join the Zoom Webinar Meeting from Computer or Mobile Device download the Zoom App in the Appstore or go to the link below.

Zoom webinar.

Topic: Business Development Advisory Committee Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84692581593?pwd=V1RrQ2VOMVFoNHI1Y1FpYVJ6QmtBZz09>

Or iPhone one-tap :

US: +13462487799,,603416368# or +16699006833,,603416368#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Meeting ID: 846 9258 1593

Passcode: **712988**

International numbers available: <https://zoom.us/u/acCvpOclkn>

Please note that times are approximate and subject to change.

Public Comment Policy:

- The Town Council will take your comments during all virtual Town Council meetings through the zoom conference app for items proper to receive public comment via the written comment feature on zoom.
- Please do not comment until the presiding officer opens the agenda item to public comment. Public comments submitted outside of the proper time may not be considered.

- All those wishing to give public comment must identify their full name and affiliation, if any, to the Town of Mountain Village.
- Please keep your comments as brief and succinct as possible as they will be read aloud at the meeting. Please refrain from repeating what has already been said by others in the interest of time. You may simply state that you agree with a previous speaker's comments.
- Commenters shall refrain from personal attacks and maintain a civil tone while giving public comments.

Previous meeting (1.17.23) recoding

To view the most recent BDAC meeting recording visit

https://us02web.zoom.us/rec/share/cbUb9oOaZhMPmEa2Y0_Mtnbnb0l4mYYSmellz9R9xo4HwySue0m3te319ubGKxsv.gIzUnc1FPL2cBuy?startTime=1673977809000

Passcode: ^B5EDwwf

Agenda Item 2

TOWN OF MOUNTAIN VILLAGE BDAC – PLAZA VENDING SELECTION TUESDAY, APRIL 18, 2023, 11:00 AM		
Item #	Time	
1.	11:00	Applicant Review and Discussion A. La Colombiana
2.	11:10	B. Public Comment
3.	11:15	Vote and Plaza Vendor Selection A. La Colombiana a. Vendor Approval. b. Vendor Location Assignment. c. Cart Storage

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TOWN OF MOUNTAIN VILLAGE VENDING REGULATIONS

1. Purpose and Intent

The purpose of these regulations is to establish criteria for the placement of vending apparatuses in the Town of Mountain Village. Vending opportunities provide the community a wider choice of eating, drinking, and vending options and provide suitable, low cost sites for the incubation of new business in Town.

The Town of Mountain Village Vending Regulations (“Vending Regulations”) are intended to regulate the location, design and use of vending apparatuses and temporary vending structures within public plazas and similar areas in order to ensure such activities contribute positively to the vibrancy of the Village Center and other public plaza areas.

2. Applicability

The Vending Regulations are applicable to any person or entity desiring to conduct food, beverage or retail vending on a plaza area within the Town of Mountain Village.

3. Review Process and Criteria for Decision

Applicants desiring to vend in the Mountain Village must submit complete plaza vending applications and shall delivered such completed applications to the Plaza Vending Committee which must be received by the seasonal deadline in order to be considered for approval. Applications received after the seasonal deadlines shall not be considered by the Plaza Vending Committee.

The seasonal deadlines for applications to be considered shall be March 1st for the upcoming summer season and September 1st for the winter season. Only complete applications with all required supplemental documentation, filed by such deadlines will be accepted.

The criteria for decision to be applied by the Plaza Vending Committee are as follows:

- a.** Offered food, goods, wares, merchandise, services and hours of operation;
- b.** The number of summer and/or winter seasons the applicant has vended on public property in the town;
- c.** Appearance, quality, safety and attractiveness of the vending operation and display apparatus;
- d.** Compliance and performance with plaza vending regulations;
- e.** It shall be the burden of the applicant to demonstrate that submittal material and the proposed vending business substantially comply with the Vending Regulations; and
- f.** The Plaza Vending Committee will have sole and absolute discretion in granting a vending permit and will base its decision on the town’s needs for vending at that time.

- g. Any appeal of any determination made by the Plaza Vending Committee may be appealed according to the provisions of the Town of Mountain Village Community Development Code section 17.4.5

4. General Standards

- i. **Location and Number.** The locations for approved vending applications shall be approved and assigned by the Plaza Vending Committee after considering all of the applications. The number of vending apparatuses and associated vending permits in plaza areas shall be as shown in Exhibit A
- b. **Additional Vending Apparatuses.** The Plaza Vending Committee may permit additional vending apparatuses on plaza areas, in its sole discretion provided the Plaza Vending Committee determines that additional vending apparatuses are warranted and do not unreasonably impact the plaza areas.
- c. **Vending Season.** Vending apparatuses which have received approval may vend throughout the year with no limitation on season so long as the vendor holds a valid permit; however, in the summer and winter seasons there are required operating hours as follows:
 - i. **Summer Season:** Vending apparatuses shall operate a minimum of four (4) days per week, four (4) hours per day from Memorial Day through Labor Day unless otherwise approved by the Vending Committee. Vending operations are required during the Market on the Plaza, on designated Wednesdays from 11am-4pm.
 - ii. **Winter Season:** Vending apparatuses shall operate a minimum of five (5) days per week, four (4) hours per day from the ski area opening until ski area closing unless otherwise approved by the Plaza Vending Committee.
 - 1. Vending during Mountain Village special events will count toward minimum operation requirements.
- d. **Required Hours of Operation.** Hours of operation are as follows:
 - i. Vending hours shall be consistent throughout each season and shall meet the minimum requirements as set forth in section c above.
 - ii. Applicants shall submit a plan for the hours and days of operations to be approved by the Plaza Vending Committee as part of the approval process. Any change in the scheduled days and/or hours of operation for approved vending operations, other than minor, temporary changes due to weather and sick days, shall be approved by the Plaza Vending Committee prior to any such change in the schedule.
- e. **Vending Apparatus Required.** Vending is only allowed from an approved vending apparatus or temporary structure. Vending apparatuses must meet all applicable design standards per the Plaza Design Regulations, Lighting

Regulations, and Sign Regulations as set forth in the Town of Mountain Village Community Development Code.

- f. Maximum Footprint.** All apparatus and related equipment must be contained in a 40 square foot area. All equipment must be necessary to the vending apparatus and vendor's business and must be kept orderly clean manner and may not constitute a potential safety hazards. Vending Apparatuses shall enclose or screen from view of the right of way and abutting property all accessory items not used by customers, including, but not limited to, tanks, barrels, or other accessory items. All said accessory items must be confined to the designated pad.
- g. Vending Permit Required.** No person shall stage, operate or have present a vending apparatus within the town without a valid vending permit issued in accordance with these Vending Regulations.
- h. Limits on the Hours of Operation.** The Town may set hours of operation, limitations on and similar measures for vending activities to ensure no adverse impacts to residents and guests.
- i. Amplified Music Prohibition.** Amplified music for vending is prohibited.
- j. Special Event Vending.** A vending permit is not required for vending that is approved as a special event pursuant to the provisions regulating Special Events.
- k. License Agreement Required.** The vending permittee shall enter into a license agreement with the Town for the vending operation in such form, manner and content as determined by the Town.

 - i.** A license agreement having a term of more than one (1) year shall be reviewed annually by the Vending Committee for compliance. In the event of non-compliance, the license agreement and vending permit may be terminated.
 - ii.** License agreements may be issued for a term of up to three (3) years at the discretion of the Vending Committee.
 - iii.** Notwithstanding any other provisions therein, a plaza vending license agreement shall provide for indemnification of the Town from any liability for damages resulting from the operation of the vending business and for general liability insurance in such amounts as determined by the Town and naming the Town as an additional insured.
- l. Required Documentation.** Once the Vending application has been approved by the Town, but prior to the issuance of a vending permit, the applicant shall submit the following prior to the commencement of operations.

- i. Proof of insurance satisfactory to the Town;
- ii. Town business license;
- iii. Colorado sales tax license;
- iv. For prepared food, San Miguel Environmental Department permit;
- v. Cash security deposit with the Town in an amount determined by the Town for the purpose of guaranteeing the repair of any damage to plaza areas caused by the vending operation; and
- vi. Executed license agreement as required by this regulation.

5. **Non-transferable.** The vending permit shall not be transferable or assignable.
6. **Non-interference.** No person engaged in vending shall make any unnecessary sounds or noise, nor obstruct any pathway or other public property, nor disturb or impede other persons or otherwise create any public nuisance. The use of radios, stereos or any other audio systems in connection with any vending is prohibited.
7. **Vehicles.** Private vehicles for vending are prohibited in the plaza areas for any purpose unless the Town has issued a plaza area access permit pursuant to the Town of Mountain Village Municipal Code.
8. **Area Maintenance.** Vending permittee shall maintain both the permitted area, the immediate area surrounding the permitted area, the plaza area surface (washing down pavers, clean pavers, etc.) and the vending apparatus in a neat, clean and hazard free condition and to the town's satisfaction.
9. **Cleaning.** Vending permittee shall clean the areas of the designated vending apparatus which are covered by the vending permit by removing debris, trash, sweeping and washing down the location as needed to the satisfaction of the Town. The cleaning shall be conducted as frequently as each day, if necessary, to prevent debris or trash from being blown or scattered around the plaza area.
10. **Repair of Damage.** Vending permittees shall, to the satisfaction of the Town, repair and/or replace any damage to any portion of the permitted vending apparatus area only to the extent any damages shall be caused by or in connection with permittee's use thereof, including without limitation the placement of personal property on the plaza area.
- a. All costs for such repair or replacement shall be the responsibility of the permittee.
 - b. The Town, in its sole discretion, shall determine when the vending area needs repair or replacement due to the activities of permittee and/or its customers in the vending area.
 - c. The Town may suspend a vending permit for failure to pay for damage or the payment of a required damage deposit.

11. Snow Removal. The vending permittee shall move the vending apparatus per request of the Town for snow removal and/or plaza maintenance when necessary.

12. Recycling and Trash. Trash removal fees for public trash generated by the vending permittee are included in the monthly permit fee as established in the fee resolution for Vending Carts All back-of-house trash must be removed daily by the permittee.

13. Public Seating Areas. The vending permittee must make every reasonable effort to ensure their customers utilize the public seating area and do take food items into the seating areas of neighboring restaurants.

14. Monthly Vending Fees. The vending permittee shall remit the monthly vending fee as set forth in the fee resolution, with such fee to be due and payable on the first of each month. Vending fees shall be prorated for partial months in each season.

15. Plaza Location. The Town has the right to relocate the site of the apparatuses of plaza vending permit holders within all the designated plaza areas. The vending permit administrator shall notify the vending permittee three (3) days prior to any vending apparatus relocation.

- a. If a vendor wishes to move locations during high traffic events, a request must be submitted to the Plaza Vending Committee Chair designated staff member seven (7) days prior to the desired date of location change.

16. No Encroachment. Vending permittee shall have the obligation to prevent encroachment of the vending apparatus or any related vending equipment or permittee property onto areas of the plaza outside the designated vending apparatus location except for any approved storage location shown in the required license agreement.

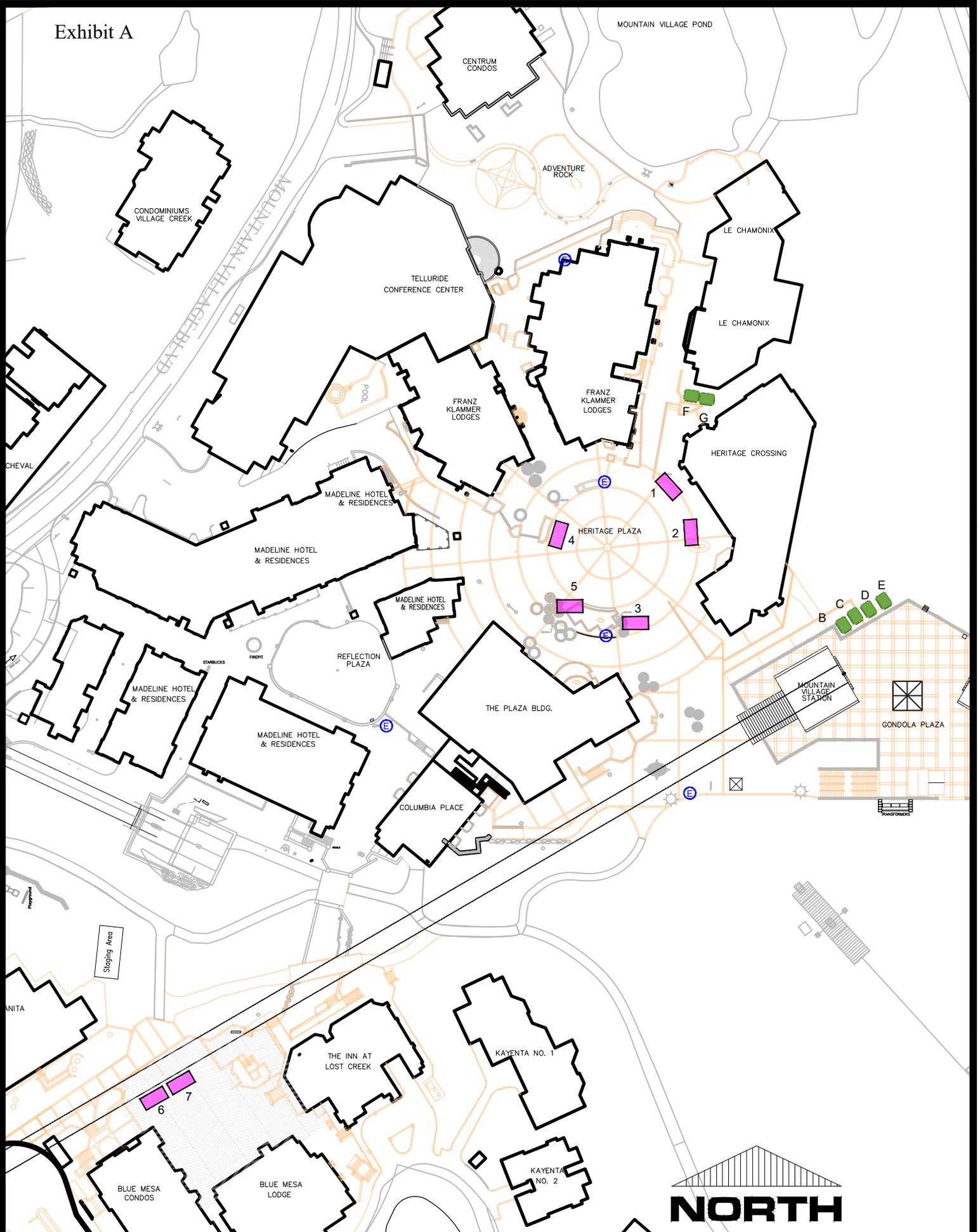
17. Abandon/Surrender. A permittee without written authorization from the Town acknowledging extenuating circumstances, who fails to conduct vending operations during the required hours of operation for a period of two (2) consecutive weeks during the designated season, will be considered to have surrendered and abandoned his or her vending permit. The Town shall have the right to reassign that space to another applicant. The Town has the right to refuse to authorize an absence. The Town shall send written notice of the surrender and abandonment of the permit to the permittee.

18. Utility Fees. The Town may require a plaza vending operator to pay utility fees if the vending apparatus operation uses electric utilities. The use of generators is prohibited.

19. Revocation and Suspension.

- a.** Any vending permit issued hereunder may be revoked or suspended by the Plaza Vending Committee for a violation or breach of a term or condition of the vending permit or license agreement, including, but not limited to:
 - i.** Operation of a vending apparatus in a location other than that approved or outside the permitted area;
 - ii.** Failure to pay monthly plaza vending fee;
 - iii.** Failure to clean areas of the designated vending apparatus location to town satisfaction;
 - iv.** Failure to remain in operation during the minimum number of business hours or days;
 - v.** Failure to maintain the design of a vending apparatus or vending apparatus signs in the condition as represented in the development application;
 - vi.** Failure to pay for the repair and/or replacement of any damage to any portion of the permitted vending apparatus area caused by or in connection with permittee's use thereof;
 - vii.** Changing the use of the vending apparatus that does not comply with the approved application;
 - viii.** Failure to remove vending apparatus from designated location as required by the vending permit;
 - ix.** Permittee violates any provision of this Plaza Vending Rules and Regulations or other law or regulation of the Town.;
 - x.** The permittee obtained the vending permit by fraud or misrepresentation; and/or
 - xi.** The permittee is convicted of an offense that would create a danger to the public health, safety and welfare following issuance of the vending permit.
 - 1.** No permittee whose vending permit has been revoked may receive a refund of any part of the permit fee paid.
 - 2.** Upon revocation or expiration of any vending permit, the permittee shall remove all structures or improvements from the permit area and storage area and restore the area to its condition existing prior to issuance of the permit within forty-eight (48) hours of revocation or expiration of permit.
 - 3.** If the vending permit is revoked, the permittee may not apply for the same type of permit for one (1) year after the effective date of the revocation.

APPROVED AND ADOPTED BY THE MOUNTAIN VILLAGE TOWN COUNCIL AT THE SEPTEMBER 19, 2019 TOWN COUNCIL MEETING.



- Plaza Vending Locations
- Storage



Mountain Village Center

Mountain Village Special Event Map
 ph: 970-369-8236
www.townofmountainvillage.com

1" = 100'
 9/19

2023 – Summer Plaza Vending Application Overview

	Application 1	EXISTING
Current Location	TBD – Proposing Heritage 4 (space 9 during MOTP)	Heritage – 2 (space 26 during MOTP)
Business Name	La Colombiana	Latin Creations
Product Summary	- Elotes - Empanadas colombianas (Beef, chicken, potato & cheese) - Arepas (Beef & chicken) -soda, water, coffee, and hot chocolate	- Chilaquiles - Tamales - Soup of the Day - Quesadillas - Tacos
Proposed Hours of Operation	- 6 days a week (Tues-Sun) - 11 a.m. – 4 p.m.	- 5 days a week (Wed-Sun) - 11 a.m. – 4 p.m.
Storage location	Proposing G	F (A on old maps)
Previously a MV Vendor	YES (Winter 22/23)	YES (Summer & Winter)

Previously approved carts – no longer vending:

- Finnegan’s
- Grilled Cheese al a cart
- Z’s Street Eats



VENDING CART APPLICATION

Community Development Department
Plaza Use Division
 455 Mountain Village Blvd.
 Mountain Village, CO 81435
 (970) 369-8236

Revised 2.18.19

SUBMITTAL REQUIREMENTS

Submitted (Office Use)	Item No	Submittal Requirements
<input type="checkbox"/>	1.	Application Form. Completed application form (attached).
<input type="checkbox"/>	2.	Fees
<input type="checkbox"/>		A. \$50 application Fee
<input type="checkbox"/>		B. \$50 Late Free [Sept. 1 is the deadline for the winter vending season] [March 1 is the deadline for the summer vending season]
<input type="checkbox"/>		C. \$250 monthly vending fee D. \$500 cash bond deposit
<input type="checkbox"/>	3.	Menu of proposed products, food or services
<input type="checkbox"/>	4.	Design details (attached)
<input type="checkbox"/>		A. Scaled diagram of the vending apparatus. (Must include length, width and height)
<input type="checkbox"/>		B. Cart design description
<input type="checkbox"/>		C. Photo of cart D. Scaled drawing of cart signage
<input type="checkbox"/>	5.	Colorado sales tax license
<input type="checkbox"/>	6.	San Miguel Environmental Health Department Permit (if applicable)
<input type="checkbox"/>	7.	Contacted San Miguel Health Department - (if applicable) Chris Smith <chriss@sanmiguelcountyco.gov>
<input type="checkbox"/>	8.	Certificate of insurance. Vendor shall provide to the Town before the event, proof of general liability insurance in the amount of \$1 million per occurrence, and \$2 million in aggregate with the Town of Mountain Village named as additional insured.
<input type="checkbox"/>	9.	Town of Mountain Village business license
<input type="checkbox"/>	10.	OR if non-profit tax exempt 501(C) 3 form



VENDING CART APPLICATION

Community Development Department
Plaza Use Division
455 Mountain Village Blvd.
Mountain Village, CO 81435
(970) 369-8236

APPLICATION INFORMATION

Thank you for your interest in establishing a vending cart in the Town of Mountain Village. Please read and consider the following information as you complete this application:

- This application should be completed and received no later than September 1 for the winter vending season, and March 1 for the summer vending cart season. Any application received after these deadlines will be subject to late fees.
- Please fill out all information to be considered.
- There is a \$50 application fee which is due at the time of application. Checks can be made out to Town of Mountain Village. This fee is waived for non-profit organizations. Please submit a copy of your non-profit status when requesting a fee waiver.
- If you have questions about this application, please do not hesitate to contact Zoe Dohnal at (970) 369-8236, or zdohnal@mntvillage.org.

VENDOR INFORMATION

Owner name:

Adriana Camila Muñoz Bayona

Business name:

Include corporate or LLC Name and any DBA

Cart name:

la Colombiana

Owner address:

415 Mountain Village Blvd unit 1135

Owner email and phone:

970 519-1614 Camilamunozbayona@gmail.com

Website (if applicable):

Town of Mountain Village business license # OR

Are you a non-profit group/organization?

YES/NO

If YES, please include a copy of your 501(c)(3) certificate when submitting this application.



VENDING CART APPLICATION

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SEASON DETAILS

Which vending season are you applying for?

SUMMER/WINTER

Summer vending cart season: May 15 through October 14

Vending is required from Memorial Day through the Labor Day operating a minimum of four (4) days per week, four (4) hours per day.

The winter vending cart season: October 15 through May 14

Vending is required from the ski area opening until the ski area closing operating a minimum of five (5) days per week, four (4) hours per day.

Do you have a site preference?

Heritage Plaza is limited to four (4) vending carts, and Sunset Plaza is limited to one (1) vending cart per season.

HERITAGE PLAZA/ SUNSET PLAZA

Are you willing to accept an alternative site?

YES/ NO

Please list all intended operating days of the week and hours of operation:

Vending hours shall be consistent throughout each season between the hours of 8:00 a.m. to 6:00 p.m.

lunes: OFF martes: 11:00 - 4:00 miercoles: 11:00 - 4:00
jueves: 11:00 - 4:00 viernes: 11:00 - 4:00 sabado: 11:00 - 4:00
domingo: 11:00 - 4:00

Please give your expected start and end date:

Start Date:

End Date:

DESIGN AND PRODUCT DETAILS

Please give full cart description:

cart selling Colombian empanadas

Menu of proposed products, food or services:

empanadas colombianas: beef, chicken, potatoe cheese,
elotes:
arepas: beef, chicken
Coca cola - Sprite, water
coffee - hot chocolate

Did you submit all required documents below along with application?

- Scaled diagram of vending apparatus. (Must include length, width and height)
- Photo of cart.
- Scaled drawing of cart signage.



VENDING CART APPLICATION

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ADDITIONAL INFORMATION AND FEES

Additional information will be required 30 days after application approval:

- [please check if able to give with initial application]
- Colorado Sales Tax License
 - San Miguel Environmental Health Department Permit
 - Proof of Insurance - More information on Page 4

Additional fees will be due before license can be issued:

\$500 refundable cash bond	\$250 monthly vending fee	Utility fee
Due at time of execution of agreement	Due ten (10) days prior to the following month. Vending fees shall be prorated for partial months	If applicable

ELECTRICAL, TRASH AND STORAGE PLAN

Please indicate below the plan for trash removal:

My Food cart has marked trash cans for shoppers to use

Please indicate below the plan for storage:

The Town of Mountain Village may have storage options available but this is not guaranteed.

I am keeping the cart in the place assigned by the mountain

Please describe the electrical usage required. Will you be using the Town of Mountain Village utilities?

I would use the services of Town of mountain village

Will you be using the Town of Mountain Village utilities?

Yes/No

Vehicle Access Policy – The Town of Mountain Village strictly regulates the use of vehicles on our town plazas and asks that hand carts and dollies are used to transport goods to the event site. An event that can prove an absolute need for vehicles to access the plaza must obtain a plaza access permit for each vehicle. Vehicle license plate number(s) and description(s), and specific access time(s) and date(s) will be necessary to obtain a plaza access permit. Plaza access permits are available from the Plaza Services Department at (970) 729-3458.



VENDING CART APPLICATION

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INSURANCE AND INDEMNIFICATION

The Town of Mountain Village requires the event to hold liability insurance in the amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) or more in aggregate. A certificate of insurance naming the Town of Mountain Village as an additional insured on the policy must be submitted 10 days prior to the event.

Have the appropriate insurance documents been provided to the Town:

[please select one]

Yes/No

INDEMNIFICATION AGREEMENT

The undersigned agrees to indemnify and hold harmless the Town of Mountain Village, its officers, agents and employees, from and against all liability, claims and demands on account of injury, loss, damage, or any other loss of any kind whatsoever, which may arise out of or resulting from their actions or omissions in connection with their use of Mountain Village property.

The undersigned fully accepts all responsibility for clean up and for repair of any damage to the plazas and surrounding areas, which may occur during their use.

Adriana Camila Muñoz

Applicant's printed name

Title

A. C. MUÑOZ

Applicant's signature

March 15 2023

Date



VENDING CART APPLICATION

Community Development Department
Plaza Use Division
455 Mountain Village Blvd.
Mountain Village, CO 81435
(970) 369-8236

IMPORTANT RULES AND REGULATIONS

Please place a check next to each one

Required Permits and Licenses

Applicant shall obtain all required permits or licenses from all applicable government entities before a vending permit is issued, including but not limited to a COLORADO SALES TAX LICENSE, TOWN OF MOUNTAIN VILLAGE BUSINESS LICENSE, SAN MIGUEL ENVIRONMENTAL DEPARTMENT PERMIT, PROOF OF INSURANCE. These must be submitted no later than 30 days after VENDING CART APPLICATION acceptance.

Fees

- \$50 application fee
- \$50 late fee (if applicable)
- \$500 refundable cash bond - payable at the time of execution of the Vendor Cart Agreement.
- \$250 monthly vending fee – payable ten (10) days prior to the following month. Vending fees shall be prorated for partial months in each season.
- Utility fee (if applicable) - The Town may require a vending cart operator to pay utility fees if the vending cart operation uses electric utilities. The use of generators is prohibited.

Required design

- Traditional design with a front area for customers and a back area for vending.
- Together with the vending cart, permittee, trash receptacle and chair, the vending area shall not exceed 40 square feet of space.
- The Vending Cart shall not exceed three (3) feet in width and eight (8) feet in length.
- Generally self-contained. Only one chair and trash receptacle located outside of the vending cart, but in the prescribed area of 40 square feet.
- The height of the Vending Cart, excluding canopies or umbrellas, shall not exceed 5 feet.
- Umbrellas or canopies shall be a minimum of seven (7) feet above the plaza area surface if they extend beyond the edge of the vending cart and shall not exceed 60 square feet in area.
- Professional high-quality construction of metal or wood. All exterior metal other than copper, brass and chrome shall be painted using an earth tone color. Wood shall be painted or stained hardwood. The colors will be approved at the discretion of the Design Review Board.
- The Vending Cart shall be on wheels and of sufficient lightweight construction so that it can be moved from place to place by one adult person without any auxiliary power. Wheels shall be a subordinate part of the design.
- Visible signage must be displayed on the vending cart directing customers to the Town’s public outdoor dining and seating area. The permittee shall provide all napkins, utensils, paper products and condiments necessary for their food business with the intent of not relying on other establishments to provide these essentials.
- All vending carts shall be removed from plaza areas at the end of each working day unless prior agreement has been determined between the permittee and the Town of Mountain Village allowing the vending cart to remain in its assigned or other approved location. All vending carts shall be secured or stored away after business hours.
- Prohibited designs include:
 - 1) Motorized carts that can move on their own power.
 - 2) Sprawling carts that have more than three (3) items (chair, garbage, cooler) located outside the cart.
 - 3) Tents, yurts and outdoor storage associated with vending activity
 - 4) Coolers that are not screened by the vending cart.
 - 5) Use of generators. The use of propane heaters may be approved by the Community Development Department on an individual basis.
 - 6) Any amplified music.
 - 7) Dogs attached to a vending cart.



VENDING CART APPLICATION

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IMPORTANT RULES AND REGULATIONS CONTINUED

Please initial next to each one

Products and/or food:

The products and/or food items that are approved to vend must be clearly stated in the VENDING CART APPLICATION. Any deviation in menu items must be approved by the Town of Mountain Village. Violating this condition may result in immediate suspension or revocation of vending permit.

Seasons and hours of operation:

- Vending hours shall be consistent throughout each season between the hours of 8:00 a.m. to 6:00 p.m.
- Summer vending is required from Memorial Day through the Labor Day operating a minimum of 4 days per week, 4 hours per day; winter vending is required from the ski area opening until the ski area closing operating a minimum of five (5) days per week, 4 hours per day.
- Any change in the scheduled days/and or hours of operation for approved vending operations, other than minor, temporary changes due to weather and sick days, require approval from the Town of Mountain Village.
- A vendor without written authorization from the Town acknowledging extenuating circumstances, who fails to conduct vending operations during the required hours of operation for a period of two (2) consecutive weeks during the designated season, will be considered to have surrendered and abandoned his or her vending permit.

Maintenance and Cleaning

- Vending permittee shall maintain both the permitted area, the immediate area surrounding the permitted area, the plaza area surface (washing down pavers, clean pavers, etc.) and the vending cart in a neat, clean and hazard free condition and to the town's satisfaction.
- Vending permittee shall clean the areas of the designated vending cart location that are covered by the permit by removing debris, trash, sweeping and washing down the location as needed to the satisfaction of the Town. The cleaning shall be conducted as frequently as each day, if necessary, to prevent debris or trash from being blown or scattered around the plaza area.
- Vending permittee shall, to the satisfaction of the Town, repair and/or replace any damage to any portion of the permitted vending cart area caused by or in connection with permittee's use.
- The vending permittee shall move the vending cart per request of the Town for snow removal and/or plaza maintenance when necessary.
- Trash removal fees for public trash generated by the vending permittee are included in the monthly permit fee as established in the fee resolution for vending carts All back-of-house trash must be removed daily by the permittee.
- The vendor shall use a tarp or mat to protect pavers from grease, way, spills and other potential harmful material at all times.

Permit

- The vendor shall prominently display all required permits and licenses on the vending apparatus.
- The vending permit is NON-TRANSFERABLE or assignable.
- The Town of Mountain Village may adopt additional rules and regulations for administering all permits, and all applicant shall comply with said requirements. Vendors will be notified in writing of changes to rules and regulations prior to implementation.

OFFICE USE ONLY	
Fee Paid:	Check Number:
Notes:	

Agenda Item #4

2023 Summer Plaza Projects

BDAC Workplan Project Implementation

StoryWalk (Attachment A)	Goal: End of May
<i>16 StoryWalk displays installed along the Blvd trail starting at Market Plaza and ending at Reflection Plaza. Wilkinson Public Library (WPL) will design and insert book pages in display cases each month.</i>	
Next Steps:	
<ul style="list-style-type: none">• Begin planning first book installation with WPL• Determine if we want to do any grand opening celebration and potential funding sources	
Call to Artists for MV Public Art Installation	Goal: End of June
<i>Working with Telluride Arts to conduct a Call to Artists for a MV Public Art installation. Telluride Arts was also awarded a grant from TMVOA for public art. Funds will be jointly offered to artist(s) selected by the Public Art Commission.</i>	
Next Steps:	
<ul style="list-style-type: none">• Call to Artists to be issued by Telluride Arts by April 15• Artist selection in early May• Installation completion goal by end of June	
Mountain Village Marketing Map (Attachment B)	Goal: June
<i>Create a map specific to the Village Center focused on food, drink, and retail.</i>	
Next Steps:	
<ul style="list-style-type: none">• Initial design meeting with project designer• Determine map type (folded or flat), size, and quantity to print<ul style="list-style-type: none">○ <i>Looking at small initial run for summer given we will have significant business updates for winter.</i>	
Vacant Commercial Spaces	Goal: June
<i>At least two significant commercial spaces will be vacant this summer & fall seasons. Town staff are exploring options for activating this space and/or ensuring CDC requirements for window coverings are followed.</i>	
Next Steps:	
<ul style="list-style-type: none">• Determine availability of spaces and intended use after current business clear out.• Can spaces be activated as pop-up shops and/or do window coverings need to be added?• Update Special Event permitting process to create a better process for pop-up shop vendor booths outside of the Market on the Plaza.	

- Town Staff to meet regularly with Telski on their list of vacant commercial spaces.

Town Staff projects

Music/Performance space in Heritage Plaza Goal: May 26

We are in need of a new music/performance platform or stage in Heritage Plaza.

Next Steps:

- Determine design of new structure
 - Town Staff coordinating discussion with TMVOA
- Determine funding of new structure

Cabins at Mountain Village (Attachment C) Goal: May

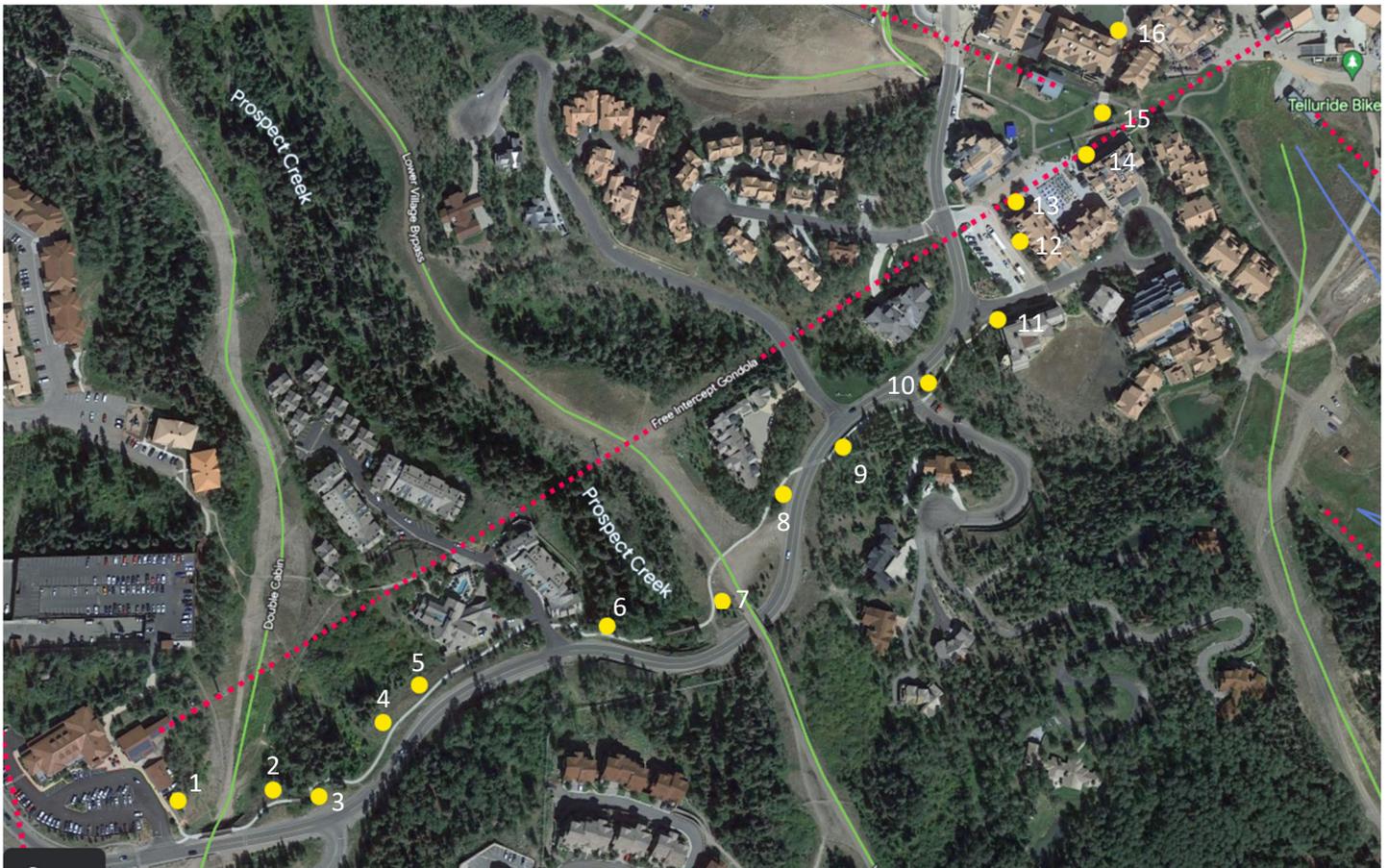
Open up Heritage Plaza to better accommodate summer events. See attachment for planned changes to the gondola cabins in the plazas.

Next Steps:

- Finalize proposed gondola cabin map
- Move cabins
- Explore other future uses for cabins

Attachment A

Storywalk Project – Blvd Trail



Post	Display	Property	Property Description <i>(direction based on walking Blvd trail from Market Plaza to Village Center)</i>
1	Welcome - Map	Town	Near trees and foot path along sidewalk
2	Book pages	TSG	After bridge on the left after the steep
3	Book pages	TSG	On the right after 2 nd bridge, off trail in aspens
4	Book pages	TSG	On the left after the bend at the beginning of the flat
5	Book pages	TSG	On left off trail on flat open space before Mtn Lodge
6	Book pages	TSG	Near aspens on left past the electrical boxes
7	Book pages	TSG	Just over the bridge on the right
8	Book pages	TSG	Near the aspens on the right
9	Book pages	TSG	Above rock wall just after cross walk (<i>short post</i>)
10	Book pages	TSG	Just after crosswalk on the left (TBD based on site after snow melts – culvert there??)
11	Book pages	Town	Attached to lamp post (<i>no post needed</i>)
12	Book pages	Town	Planter in front of Blue Mesa building
13	Book pages	Town	Rock wall facing back towards parking lot outside Poachers (<i>no post needed</i>)
14	Book pages	Town	Planter bed in front of La Piazza and next to stairs
15	Book pages	Town	Rock wall under bridges (<i>no posted needed</i>)
16	End – Map of where to start	Town	Fence at Reflection Plaza (<i>no post needed</i>)

Attachment B

Business Development Advisory Committee

Mountain Village Marketing Map

Project Overview

BDAC has tasked Town staff to create a printed map specific to the Village Center of Mountain Village focused on promoting our dining, beverage, retail, and recreational businesses. The goal is to promote vibrancy and vitality of the Village Center, create awareness of things to do in Mountain Village, and provide a resource for persons engaging with guests to highlight and provide directions to our businesses.

Goal end-user:

- Guests/tourists visiting Mountain Village
- Concierges and hosts engaging with guests
- Potentially could be placed in hotel/lodging units
- Dial-A-Ride riders

Deadline

Goal date for printed maps in house: June 15

Project Details

Map needs to:

- Promote eating/drinking, shopping, and playing in the Village Center.
- Provide an appealing visual to guests, enticing guests to visit businesses beyond Heritage Plaza.
- Show guests the wide range of options and activities available in Mountain Village.
- Provide improved visuals of pedestrian pathways (as compared to current maps). *For example, Franz Klammer breezeway and bridges.*

Estimate

- Design: \$1800
- Printing: TBD
 - To determine printing estimate we need to decide on map size and folded or flat.

WELCOME TO VILLAGE CENTER

MOUNTAIN VILLAGE, COLORADO
ESTABLISHED: 1995 / ELEVATION: 9,545

FREE WIFI IN MOUNTAIN VILLAGE CENTER

IN CASE OF EMERGENCY
CALL OR TEXT 911

Business Inventory for Design team



	Food & Drink	Ideas for tags	Ideas for icons
1	Altezza at the Peaks Resort	<i>Casual mountain dining</i>	Breakfast, Restaurant, Views
2	Silver Pick Coffee	<i>Artisanal coffee shop</i>	Coffee, Breakfast
3	Communion	<i>Wine and small bites</i>	Drinks
3	TBD	<i>TBD</i>	TBD
3	The Pick	<i>Hand-rolled burritos and bowls</i>	Grab & Go/Quick bites, Breakfast
4	Telluride Distilling Company	<i>Tastings, cocktails and retail</i>	Drinks
6	Shake N Dog Grub Shack	<i>Great grab and grub</i>	Grab & Go/Quick bites
7	Tracks Café & Bar	<i>Classic bar eats & happy hour specials</i>	Ice cream, Breakfast
8	Telluride Brewing Co + Kitchen	<i>Burgers and beer (and salad)</i>	Drinks
9	Black Iron Kitchen + Bar	<i>New American cuisine</i>	Breakfast, Restaurant
10	Timber Room	<i>Sophisticated, yet approachable drinks and bites</i>	Drinks
11	Starbucks	<i>Seattle-based coffeehouse chain</i>	Coffee
12	Crazy Elk Pizza	<i>Pizzas, salads and subs</i>	Ice cream
14	Telluride Coffee Company	<i>Gourmet coffee</i>	Coffee, Breakfast
15	Tomboy Tavern	<i>American fare</i>	Restaurant
16	Siam's Talay Grille	<i>Thai favorites</i>	Restaurant
17	La Piazza Ristorante	<i>Upscale Italian cuisine</i>	Restaurant
18	La Pizzeria	<i>Authentic Italian brick oven pizza</i>	Ice cream
19	Poachers Pub	<i>Casual American food pub</i>	Drinks
20	Ania's Table	<i>Intimate dining experience</i>	Restaurant
21	El Rhino Taco Café	<i>Tacos, burritos and coffee</i>	Grab & Go/Quick bites
22	The View Bar & Grill	<i>Mediterranean & Latin-influenced menu</i>	Restaurant, Views

**Design phase will vet out best use of business tags and/or icons

Ideas for icons
 Breakfast (pancake stack?)
 Views (binoculars)
 Ice cream (ice cream cone)
 Coffee (coffee cup)
 Grab & Go/Quick bites
 Casual Dining?
 Restaurant (fork/spoon)
 Drinks (drink glass)
 Vegan?
 Vegetarian?

TAG	Recreation & Retail
A	Telluride Golf Club Pro Shop/Telluride Sports
B	Provisions at the Peaks Resort
C	The Spa Boutique at the Peak Resort
D	Rinkevich Art Gallery
E	Wagner Custom Ski Factory
F	Mountain Village Wine Merchant
G	BootDoctors
H	Heritage Apparel
I	Coming Soon - TBD
J	Coming Soon -- TBD
K	The Resort Store
L	Guest Services Shop
M	Telluride Sports Rentals (gondola plaza)
N	Christy's Sports - Heritage Plaza
O	Sunshine Store
P	Telluride Room
Q	Telluride Sports Franz Klammer
R	Lucchese Bootmaker
S	The Shoppe at Madeline
T	Free People Movement
U	Coming Soon - TBD
V	Christy's Sports - IALC (winter only)
W	Black Tie/Mountain Adventure Equipment
X	Spirits at Mountain Village
Y	The Village Market
Z	Telluride Outfitters Guide Shop

IDEAS FOR TAGS/TYPES OF SERVICES

Art

Clothing/Apparel/Sundries

Rentals - bike and ski

Food/Grocery

Drink

Missing/Do we include?

Ski Butlers ski rentals

Spas

****trying to keep definition to retail merchandise for sale****

Attachment C

Current Gondola Map



Summer 2023 Gondola Map

Total Net Change: -2 cabins
Removing 8 from Heritage + 1 from behind
Bootdoctors (-9)
3 to Market Plaza & 4 to Village Pond (+7)

Remove 1 cabin to
open up steps to
pond

Remove all from
Heritage Plaza
circle.

Market Plaza

Sunset Plaza cabins

Dependent on outcome of La Piazza
patio PLA

Add three between Gondola station and Rhino
(electricity dependent)

Agenda Item #5



2023 **DRAFT** Work Plan

Business Development Advisory Committee

The Work Plan has been compiled as a tool to help the Business Development Advisory Committee (BDAC) plan for future potential impacts to local businesses, help with the strategic allocation of resources, identify and assist community economic drivers, and guide communication around specific decisions and actions.

The charge to the advisory committee is to provide the following:

- Work in a coordinated fashion, respect all points-of-view and, in carrying out its duties and tasks, shall adhere to the Town's comprehensive plan as well as the values and mission of the Town of Mountain Village.
- To provide a means for dialogue between the Town and community stakeholders.
- Be knowledgeable local business, financial, or development-related individuals who have unique insights into the best ways to promote continued investment in the Town of Mountain Village.
- Review and understand the Town's current economic development incentives.
- Advise on other tools that could be used to encourage economic development opportunities.
- To promote intergovernmental and public/private cooperation on business development policies

Specific elements found within the work plan are intended to help identify changing business climates over time and to help target specific activities and goals to best suit issues as they evolve.

Finalizing a work program helps the Committee prioritize work. It does not mandate project completion, nor does it preclude work on other projects not identified. Having this flexibility, together with support from the Council and other stakeholders, helps the Committee best serve the community.

Typically, much more work is identified on a work program than can be accomplished in any given year.

Given the complexities facing the Town of Mountain Village and the local business community, staff will work to prioritize any feasible project that is deemed effective in assisting local businesses in a fiscally responsible way. *Roles and responsibilities of the Economic Development Staff are shown in Exhibit A*

Work Plan Objectives

Goals & action items should work towards one or more of the following objectives

1. **Economic Development & Village Vibrancy Initiatives**
 - a. Utilizing Town Resources
 - b. Utilizing Private/Commercial Resources
 - c. Utilizing Grants, Regional & State Resources
2. **Attract & Retain Businesses**
3. **Business & Employee Job Training & Development**
4. **Marketing Opportunities & Outreach**

	Goals	Action Item(s)	Status	Team Member(s)	Timeline
1	Enhance our Public Plazas to create a quality experience for guests and community members to stay & play in Mountain Village.	<ul style="list-style-type: none"> • Improved music/performance stage/area (visually appealing, seating, shade) • Transition propane fire pits/heaters to hardline natural gas. • Contribute ideas towards a cohesive revisioning of Village Pond/Conference Center Plaza • Install clock(s) in Village Center 	<p>In progress</p> <p>Pending approval & funding</p> <p>Staff establishing process for next steps</p> <p>Low priority - Pending approval & funding</p>	<p>Economic Development & Plaza Services teams</p> <p>Economic Development & Plaza Services teams</p> <p>Economic Development & Planning department teams</p> <p>Economic Development & Plaza Services teams Potential partners: TMVOA and/or TSG</p>	<p>May 26, 2023</p> <p>TBD</p> <p>In conjunction with 161CR & 109R</p> <p>TBD</p>

2	Create activity & recreation options to encourage our guests and community members to stay & play in Mountain Village.	<ul style="list-style-type: none"> Implement Story Walk on Blvd trail & produce associated events Provide public use activities & equipment for check-out (<i>similar to TOT having free outdoor activity items to be checked out – we could partner with Guest Services or a retailer to administer this? Items such as fishing poles, cornhole, mini golf, tennis rackets & balls, kits, lawn games, etc</i>) 	<p>Materials approved in 2022 Event funding needed</p> <p>Medium priority - Pending approval & funding</p>	<p>Economic Development Team</p> <p>Economic Development Team</p>	<p>May 2023</p> <p>TBD</p>
3	Increase visitation/foot traffic in the Village Center.	<ul style="list-style-type: none"> Produce and/or promote village vibrancy activities and events (<i>ex: holiday/winter markets, family-oriented events/festivals</i>) Create our own Mountain Village Art Walk in collaboration with Telluride Arts 	<p>High priority - Pending approval & funding</p> <p>Pending approval & funding</p>	<p>Economic Development Team Potential partners: TMVOA and/or TSG</p> <p>Economic Development Team</p>	<p>Ongoing</p> <p>TBD</p>
4	Apply for Tourism Management Grant	<ul style="list-style-type: none"> Select project to apply for funding up to \$20k related to criteria defined by grant application <ul style="list-style-type: none"> Apply for funding to update and improve wayfinding maps and business directories. 	<p>High priority – pending grant award</p>	<p>Economic Development & Sustainability team members</p>	<p>Notice of grant award estimated: End of March</p>
5	Eliminate Storefront Vacancies	<ul style="list-style-type: none"> How can we get empty storefronts filled? What tools and resources do we need? Would an economic dashboard be beneficial in this effort? 	<p>Need a plan</p> <p>Telluride Tourism Board pursuing economic dashboard service</p>	<p>Economic Development team, Sherri Reeder, Anton Benitez</p> <p>Economic Development team</p>	<p>Ongoing</p> <p>Summer 2023</p>
6	Support Mountain Village businesses & employees with	<ul style="list-style-type: none"> Create a Village Center specific map focused on dining, drinks, and retail. 	<p>High priority - In progress</p>	<p>Economic Development team</p>	<p>June 2023</p>

	marketing and learning opportunities	<ul style="list-style-type: none"> • Create a central job posting webpage for Mountain Village businesses and promote benefits of working in MV • Help connect businesses to marketing opportunities and offer reimbursements and/or training to business who need assistance in marketing and promoting their businesses and/or events • Offer soft and hard skill training events (ex. Guest service training) for employees and businesses • Host quarterly Lunch & Learns for business community on MV operational and business topics 	<p>Pending approval & funding</p> <p>High priority - Pending approval & funding</p> <p>Pending approval & funding</p> <p>Ongoing</p>	<p>Economic Development team</p> <p>Economic Development team</p> <p>Economic Development team</p> <p>Potential partners: TSG, SBDC, Region10</p> <p>Economic Development team</p> <p>Potential partners: TSG, SBDC, Region10</p>	<p>TBD</p> <p>TBD</p> <p>TBD</p> <p>Quarterly</p>
7	Support of Public Art	<ul style="list-style-type: none"> • To encourage public art throughout the Mountain Village Center & attract village vibrancy. • When funds are available, work with Telluride Arts to conduct a Call to Artists for new art installations in Mountain Village. 	<p>Ongoing</p> <p>In progress</p>	<p>Economic Development team</p> <p>Economic Development team & Public Art Commission</p>	<p>Ongoing</p> <p>End of June</p>

Economic Development Staff Responsibilities

EXHIBIT A

Broad, general summary of economic development staffs' roles and responsibilities.

Special Events:

- Administration of special event permits, busking applications and administer the Market on the Plaza and oversee all special events for the town per regulations in the CDC.
- Manage public art applications and work with Public Art Commission on review and approval of public art projects.
- Network with special event promoters to capture event opportunities.
- Continue enhancing and expanding Market on the Plaza.
- Work with TMVOA on plaza music and weekly events.

Village Center Vibrancy:

- Promote Mountain Village amenities, activities, programs, and events for town "Village Vibrancy" efforts throughout the Village Center.
- Oversee the Telluride Conference Center contract and pursue projects related to infrastructure optimization.
- Generate and implement new ideas for guest and community benefit in Mountain Village (i.e. Story Walk).
- Work closely with Planning department on Village Center development projects. Create a cohesive revisioning of Village Pond/Conference Center plaza.

Business Development:

- Distribute a monthly business e-newsletter.
- Enhance business development and business directory webpages with updated information and resources.
- Explore ideas related to creating a business welcome packet and streamline process to connect interested entrepreneurs with available commercial space.
- Advocate for business in Town, County, and regional meetings.
- Provide resources to business to help them succeed, including producing quarterly lunch & learns.

Plaza Use:

- Manage plaza vending carts, long-term plaza use agreements, and authorized motor carts.
- Perform staff level approvals and permitting for conditional use permits and permanent signage applications including sandwich boards, handing and other wayfinding.
- Ensure Plaza Use Design Guidelines are followed.

Wayfinding:

- Managing wayfinding business directories in the Village Center, updating physical kiosks for summer and winter seasons.
- Provide real-time updates to the online business directory.
- Work with TMVOA in development of a digital interactive map and mobile application.

Sustainability:

- Assist with administration of the Town's sustainability incentive programs.
- Assist and support sustainability efforts.



**2023 DRAFT Budget
Business Development Advisory Committee**

	TMV Budgeted Expenses	TMV YTD Actual Expenses
January 2023 Winter Market expenses		
Musicians	\$ 1,000.00	\$ 750.00
Marketing (newspaper & paid social)	\$ 1,000.00	\$ -
Misc supplies	\$ 200.00	\$ 154.59
Quarterly Lunch & Learns	\$ 2,000.00	\$ 163.84
Story Walk poles (<i>to be purchased yet</i>)	\$ 3,500.00	
Public Art Call	\$10,000	
Propane	\$ 3,000.00	\$ 1,161.49
Potential budget allocations/projects:		
Story Walk opening celebration		
Public plaza enhancements		
Village vibrancy		
Enhance activity and recreation options		
Funding assistance for businesses (marketing, job training)		
Expenses Total	\$ 20,700.00	\$ 2,229.92
	TMV Budget	TMV Budget
Budget Total	\$ 50,000.00	\$ 50,000.00
Surplus (Deficit)	\$ 29,300.00	\$ 47,770.08