



Memo

To: Honorable Mayor Pinkham
Town Board of Trustees
Frank Lancaster, Town Administrator

From: Alison Chilcott, Community Development Director
David Shirk, Senior Planner

Date: January 27, 2015

RE: **CDBG-DR Round 2 Planning Grant Application: Downtown Estes Park Neighborhood Plan**

Objective:

1. Provide the Board with an update of the January 20 Planning Commission study session.
2. Gain consensus from Board to submit a grant application for CDBG-DR Round 2 funding for a Downtown Estes Park Neighborhood Plan.

Present Situation:

At their January 13 Study Session the Town Board heard a presentation from Community Development staff about application for a CDBG-DR grant application for a Downtown Estes Park Neighborhood Plan; this report is attached for reference.

During the January 13 Study Session, the Board directed staff to present the same report to the Estes Valley Planning Commission (EVPC).

On January 20, the EVPC held a special study session to hear this presentation and ask questions of staff.

Prior to this meeting, Community Development staff issued a press release, created a project webpage (www.estes.org/downtownplan) and mailed notice to approximately 880 affected property and business owners. Approximately a dozen members of the public attended the meeting.

The Planning Commission discussed the potential planning area boundary, success of past plans, questioned the status of the Visitor Center Parking Structure, and the importance of public input. At the conclusion of discussion, the Commission provided consensus to move forward with the Downtown planning effort.

The grant application is due no later than January 30, 2015. If awarded, request for qualifications will be prepared, a consultant selected, and the Downtown Estes Park Neighborhood Plan will be initiated. Community Development staff anticipates an

engaged public involvement for this process, with a timeframe of approximately 12 months.

Advantages:

- If approved, would provide funding for a Downtown Estes Park Neighborhood Plan that would set vision of downtown for the next 20 years and would coordinate and integrate various projects including flood recovery, flood mitigation, and transportation and infrastructure planning.

Disadvantages:

- Possible misconceptions about the depth and scope of visioning process. Care will need to be taken to distinguish this process from “downtown loop” NEPA process.
- Public process could be contentious.

Action Recommended:

Community Development staff recommends that the Town Board authorize staff to submit a grant application for CDBG-DR Round 2 funding, as described above.

Budget:

Estimated cost: \$150,000-\$185,000, to be paid with CDBG-DR grant.

Downtown Plan could aid with future grant opportunities to mitigate flood hazard, assist in façade renovation, and infrastructure improvements.

Level of Public Interest:

High.

Downtown business and property owners and groups such as Partners for Commerce, the Economic Development Corporation, and Board of Realtors will be most affected and interested.

Sample Motion:

I move to authorize staff to submit a grant application for CDBG-DR Round 2 funding for a Downtown Estes Park Neighborhood Plan.

Attachments:

1. Initial area boundary map
2. Report presented to Town Board on January 13
3. Report presented to Planning Commission on January 20
4. Hard copy of Estes Park Downtown Neighborhood Plan webpage
5. Press Release
6. Text of neighbor notice