Town of Superior
Board of Trustees
April 8, 2024 (6:00 p.m.)

*REVISED

The Board meeting will be held in-person and remotely, and members of the public wishing to attend may view the Meeting by visiting the Town's website: https://www.superiorcolorado.gov/home

The Board Meeting recording will be posted subsequently on the Town's website.

1. Call to Order Meeting of Board of Trustees (6:00 p.m.)

2. Preliminary Matters (6:00 p.m.)

    a. Pledge of Allegiance

    b. Roll Call

    c. Approval of Agenda

    d. Board Reports (6:05 p.m.)

    e. Public comment on Consent Agenda, Presentations, and Non-Agenda Items. Persons making public comment are asked to state your name and the city you live in (limit 5 min./person) (6:20 p.m.)

    f. CAPS ART-ery Presentation/Update (6:30 p.m.)

    g. CAPS Sub-Committee Marshall Fire Memorial Update (6:45 p.m.)

3. Consent Agenda (7:00 p.m.)
    a. Approval of the Board of Trustees Meeting Minutes
    b. Acceptance of Committee Meeting Notes
    c. Arbor Day Proclamation
    d. Consideration of a Resolution Opposing HB 24-1313
    e. *Monthly Summary of Noise Events for Rocky Mountain Metropolitan Airport Operations during February 2024 as well as the Underlying Data Supporting the Summary

4. Consideration of Ordinance (First Reading) Adopting Model Traffic Code (7:10 p.m.)

5. Consideration of Ordinance (First Reading) Adopting Inhalation of Toxic Vapors Code (7:40 p.m.)

6. Consideration of Ordinance to Re-Zone Rodelli Property to Open Space (8:10 p.m.)

7. Consideration of Resolution to Approve Superior Plaza Office Space Consolidation and Renovations (8:20 p.m.)

8. Consideration of Ordinance (First Reading) Approving Kite Crossing Planned Development Amendment (8:50 p.m.)

9. Discussion and potential action on whether the Superior should remain a member of the Rocky Mountain Metropolitan Airport CNR? (9:35 p.m.)

10. Adjournment (11:00 p.m.)

Public comment related to a Public Hearing item may be submitted by email as an alternative to speaking in person, and emailed comments must be received at townboard@superiorcolorado.gov by 12:00 noon on the calendar day before the Public Hearing (Sunday if the Public Hearing is on Monday).

Public comment submitted via e-mail regarding general Town Board agenda items that are not the subject of public hearings should be submitted with sufficient time before the meeting to allow Board Members an opportunity to review.

Town Board
Meeting Minutes

February 12, 2024
Town Hall, 124 E. Coal Creek Drive
Superior, CO 80027
6:00 P.M.

*CORRECTION

Call to Order Meeting of Board of Trustees

Roll Call

Present:	***Mayor Mark Lacis***
	Mayor Pro Tem Neal Shah
	Trustee Jenn Kaaoush via Zoom
	Trustee Stephanie Miller
	Trustee Bob McCool
	Trustee Sandie Hammerly
Absent:	***Trustee Jason Serbu***
	Town Attorney Ruthie Goff
Others Present:	***Town Manager Matt Magley***
	Town Clerk Lydia Yecke
	Town Attorney Nick Hartman

Approval of Agenda - Pulled 3d

*** Motion:** Trustee Bob McCool moved to approve Agenda, seconded by Mayor Pro Tem Neal Shah. **Vote:** *CARRIED. 6 - 0

Executive Session to hold a conference with the Town's attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), regarding Rocky Mountain Metropolitan Airport and related aviation matters.

Motion: Trustee Bob McCool moved to go into Executive Session to hold a conference with the Town's attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), regarding Rocky Mountain Metropolitan Airport and related aviation matters. (6:05 p.m.), seconded by Trustee Sandie Hammerly. **Vote:** CARRIED. 6 – 0

Motion: Trustee Bob McCool moved to exit Executive Session, seconded by Trustee Sandie Hammerly. **Vote:** CARRIED. 6 - 0

Action on Executive Session - No Action Taken

Please note: Trustee Kaaoush remotely left the meeting following the Executive Session

Board Reports

Public comment on Consent Agenda, Presentations, and Non-Agenda Items.

The following person gave public comment in the board room: Heidi Jarvis

Presentation Boulder County Sheriff's Office Update

Consent Agenda

3d. Consideration of Resolution Approving OSAC Committee Appointments

Motion: Trustee Bob McCool moved to approve 3d. Resolution Approving OSAC Committee Appointments, seconded by Trustee Sandie Hammerly.
Vote: CARRIED. 5 - 0

Motion: Mayor Pro Tem Neal Shah moved to approve Consent Agenda, seconded by Trustee Sandie Hammerly. **Vote:** CARRIED. 5 - 0

Consideration of Resolution Approving ACES Committee Appointment by way of Vote

Lisa Barnes was appointed to the ACES Committee by way of vote

- 3 votes for Lisa Barnes
- 2 votes for Marsha Barancik

Motion: Trustee Bob McCool moved to approve Resolution Appointing Lisa Barnes to ACES Committee, seconded by Trustee Sandie Hammerly. **Vote:** CARRIED. 5 - 0

Consideration of Resolution Approving the Purchase and Sale Agreement for Rodelli Property at 216 S. 3rd Avenue for Open Space

Motion: Trustee Sandie Hammerly moved to approve Resolution Approving the Purchase and Sale Agreement for Rodelli Property at 216 S. 3rd Avenue for Open Space, seconded by Trustee Bob McCool. **Vote:** CARRIED. 5 – 0

Public Hearing (First Reading) Consideration of Ordinance Amending Chapter 16 of Superior Municipal Code regarding Land Use (9:00 p.m.)

Motion: Trustee Bob McCool moved to Continue Public Hearing of Ordinance Amending Chapter 16 of Superior Municipal Code regarding Land Use, seconded by Trustee Sandie Hammerly. **Vote:** CARRIED. 5 - 0

Public Hearing will be continued until the next meeting on February 26th.

Mayor Lacis Adjourned the meeting at 9:40 p.m.

_____
Mark Lacis, Mayor

_____
Lydia Yecke, Town Clerk

Marshall Fire Memorial

Town of Superior Board Update
Marshall Fire Memorial Subcommittee
April 8, 2024

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01 **Introduction**

02 **Consultant Report**

A review of the report from 23.4 Degrees

03 **MFMS Perspective**

Extended analysis by the MFM Subcommittee

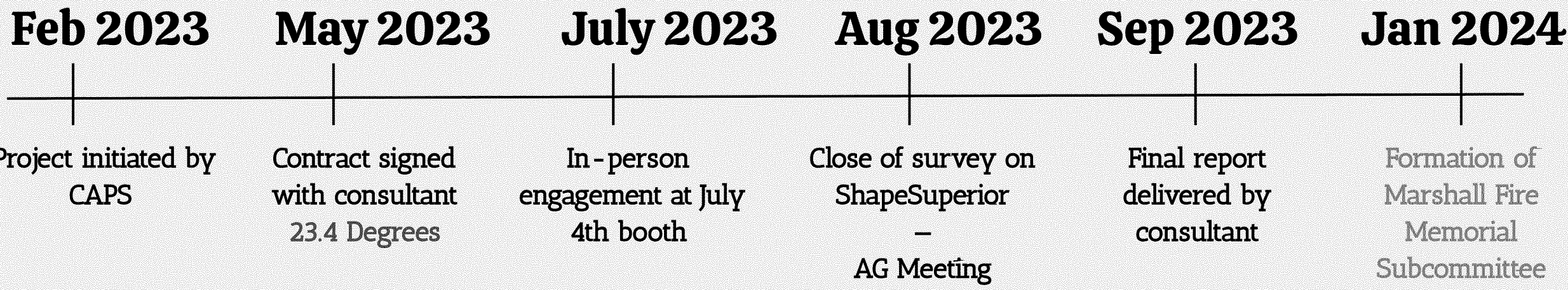
04 **Next Steps**

How to move forward

01

Introduction.

MFM Project Timeline.



MFM Subcommittee

- Formed in January 2024 for the purposes of:
  - Assessing consultant-gathered survey data and report
  - Engaging Superior residents
  - Soliciting Town Board feedback
  - Proposing what a Marshall Fire Memorial may conceivably look like to CAPS
- Assembled with individuals from all of Superior's other Advisory Groups
  - A project of this scale requires the input of others beyond the scope of CAPS
  - Town staff and Trustees have also been engaged in this subcommittee work

CAPS: Andrew Vaughan
OSAC: Kara Neuse
OSAC: Cristi Verbeck
OSAC: Mike McDonnell
ACES: Michelle Gazarik
PARC: Susan Stanish
SHC: Dalton Valette
SYLC/PC: NA

Presentation Objectives

- To report the consultant's conclusions to the Board and Superior Residents
- To provide some additional context from the MFMS
- To propose a path forward
- Board feedback/guidance

02

Public Engagement Final Report.

(External Presentation)

Cultural Arts and Public Spaces Advisory Committee & Marshall Fire Memorial Subcommittee Town of Superior

RECOMMENDATIONS

TO THE BOARD OF TRUSTEES

AND THE

SUPERIOR COMMUNITY

MARSHALL FIRE MEMORIAL

April 8, 2024

Approach

Data Gathering

- 1:1 Interviews
- 4th of July: Opportunity for Conversation (7/4/23)
- Survey on ShapeSuperior (8/15/23)
- Feedback/Coordination with relevant committees and commissions (8/29/23)
- Memorial examples from other places

DRAFT Report & CAPS Consensus Endorsement of Recommendations

- 23.4 Degrees draft report (9/22/2023)
- Formation of Marshall Fire Memorial Subcommittee (MFMS) with other advisory groups (1/1/2024)
- CAPS review, discussion, and eventual consensus endorsement of report and next steps

Advanced to Town Board for Approval & Next Steps

- CAPS/MFMS advances endorsed report to Board of Trustees for approval and next steps

What is the Memorial “Experience”?

- Document History
- Offer a Place for Reflection
- Honor Actions Taken During and After an Event
- Remember Loss

What Should Be Memorialized?

- The event itself
- The immediate response
- The aftermath
- The recovery

PEOPLE ARE HOLDING BOTH GRIEF AND HOPE

Juxtapose SPECIFIC LOSSES

- What the Town Was
- Lives Lost, Pets Gone, Homes Destroyed
- People Displaced
- Grief, Fear and Destruction

With SPECIFIC TRIUMPHS

- Stories of Neighbor-Helping-Neighbor
- Stories from First Responders
- Connections that Have Deepened and Will Last
- Urgency about Climate Change, Wildfire Mitigation
- The Town's Rebuilding, Resilience, and Hope for the Future

When?

The 23.4 Degrees findings suggest:
The time is now

MFMS would like to note:

82.2% said either ASAP or "3-5 years from now (planning likely needs to begin now)"

Where

GENERAL CRITERIA

- The Most Affected Areas
- Open Space that Burned
- A Publicly Accessible Location that Allows for Yearly Gatherings
- Easy Access
- A Place that Offers Time to Reflect
- Multiple, Small Locations

SPECIFIC LOCATIONS

- Parks
- Trailheads
- Original Town
- History Museum
- Sagamore
- Many More

More of This, Less of That

Direct from the survey and engagement results, we find widely held – though not unanimous – views of the essential elements of the memorial Superior needs:

- More **Outdoor** than Indoor
- A Balance of **Looking Forward and Looking Back**
- More **Realistic** than Abstract
- More **Uplifting** than Mournful
- Both for **Solitude and Gathering**

Memorial Recommendations

1. Outdoor place for reflection
2. Dispersed/“happen upon” memorial(s)
3. “In Their Words” historical collection
4. Pet memorial

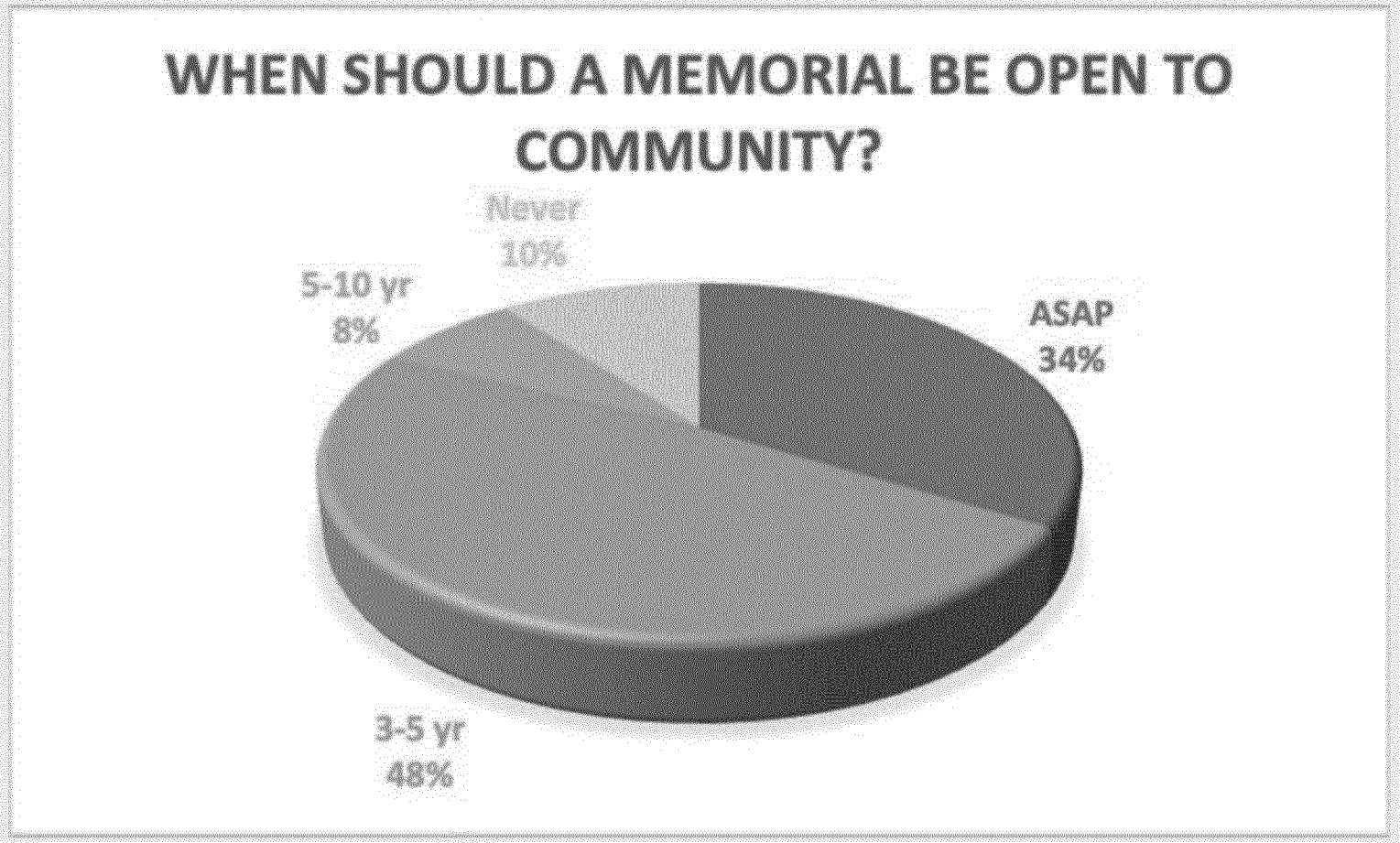
03

Data Analysis.

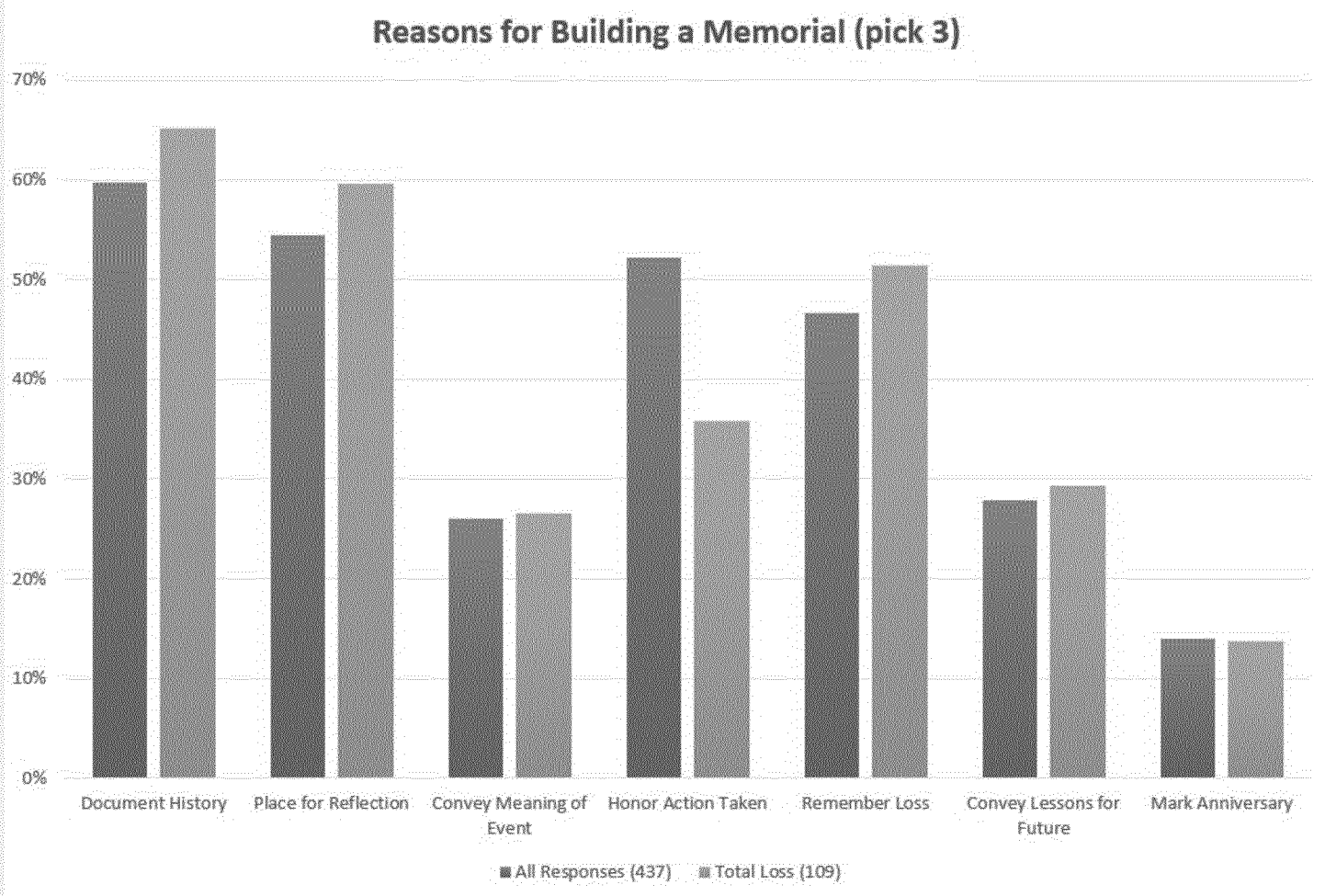
Extended review by the subcommittee

Analysis of All ‘When’ Responses

- 437 responses
- 82% either said ASAP or 3-5 yr
- Common sentiments of those that said "Never":
  - Don't spend money
  - Use the museum



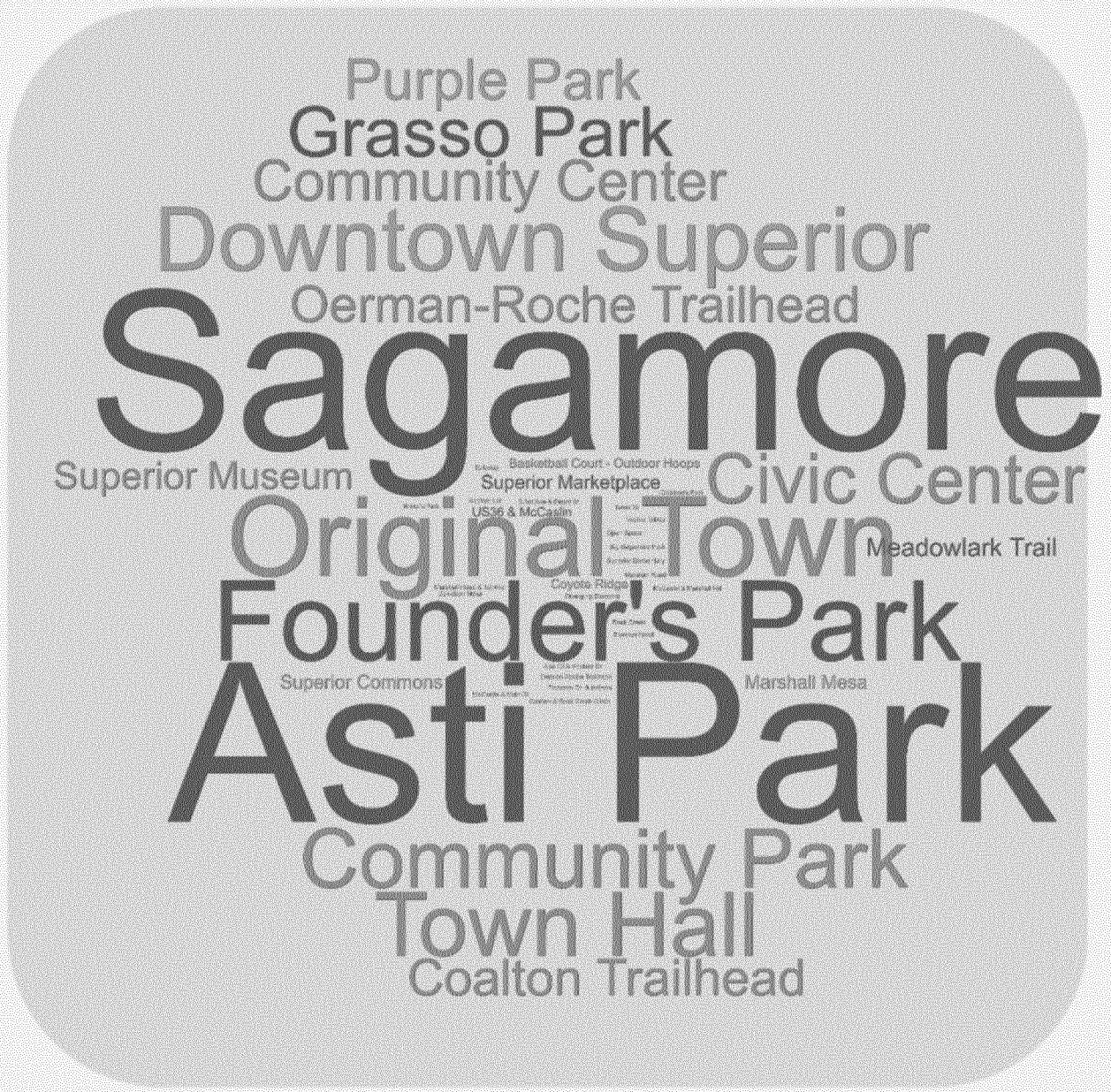
Perspective of Total Loss Victims



slidesmania.com

Where In Town?

- "Sagamore" and "Original Town" were often accompanied by comments of "because those areas were most deeply affected"
- "Town hall" was most often 'near Town Hall', often mentioning the Historical Museum
- Lots of "not Downtown" recorded
- A number of locations like Meadowlark, Coalton Trailhead, and Marshall imply "open space"



Historical Commission's Perspective

- Currently working on tackling some of the historical aspects of the Marshall Fire as a historic event in Superior's history.
  - Interactive digital displays acquired thanks to donations from the Lion's Club.
    - These displays can offer archival footage of the day of the fire, interviews with survivors and victims, timelapse footage of the museum rebuild, and photo galleries of before, during, and after the fire.
    - Statistics, data, and facts about the fire (from number of homes lost to duration and size of the fire to costs associated with the damage) could also be found here.
  - Have already collected post-Marshall Fire interviews from the Carnegie Library for Local History and the Oral History Program.
- Currently pursuing continued use and access of the Bungalow as a secondary museum location
  - Would allow for greater opportunities to situate a section or sections of the museum(s) on the Marshall Fire and its historical relevance to town history.

04

Next Steps

Where we go from here

Public Engagement

- Starts with this Board presentation and making the results public
- The MFMS is proposing one or more Open House events
  - Similar to Rock Creek Parkway or Housing Study engagement
  - Stations exposing some of these conclusions: when, where, the "main concepts", fundraising, etc
  - Get in-person feedback (half a year after the initial survey, many residents are back in their homes or rebuilding, and now we have solid conclusions to work against)
  - Receive input on project description itself - would it be a "Memorial", Reflection Point, Monument, etc
- The message is *transparency and engagement*

- The MFM process would continue with artist RFPs and further public engagement

Fundraising

- We lean towards not using Town money, but organizing fundraising from corporate sources, public grants, crowdsourcing, government, and individuals
  - We believe that donors will be very supportive of this cause
  - Budget, project scope, and timing will be intertwined
    - It's hard to predict how long this will take

Thank you!

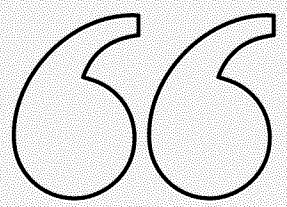
Questions or comments?

caps@superiorcolorado.gov

Backup

MFM Subcommittee

The Marshall Fire Memorial Subcommittee was formed in January 2024 to engage Superior residents, assess consultant gathered survey data, solicit Town Board feedback, and propose what a Marshall Fire Memorial may conceivably look like to the Cultural Arts and Public Spaces Advisory Committee (CAPS). This subcommittee was assembled with individuals from all of Superior's other Advisory Groups once it becomes apparent a project of this scale required the input of others beyond the scope of CAPS. Town staff and Trustees have also been engaged in this subcommittee work.

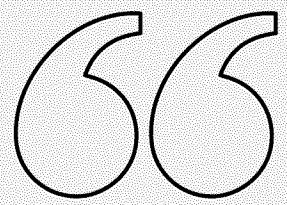


Quotes from Residents

“I want people to be able to learn from these events, to show what happened, how we got through it, and how we can be more prepared as a city in the future.”

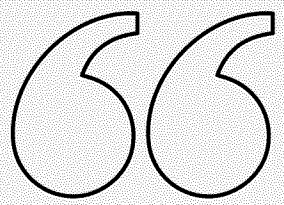
“How the community helped each other after the fire.”

— Q15, What visitors feel in 25 years



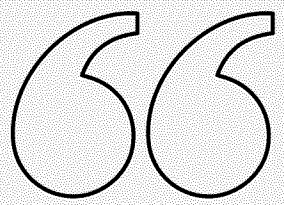
“There is a deep feeling of regret for so much that was lost by so many and yet a very deep feeling of gratitude to those, especially in Boulder county, who reached out with help in so many ways. It was one of the most devastating moments of my life as well as one of the most amazing experiences of people helping people.”

— Q17, Please tell us more



“Appreciate the thoughtful questions!! I would love to be surveyed again when there are some conceptual options to review if that is possible to provide more input. This is super important to the healing of our community so having a voice in this is great.”

— Q17, Please tell us more



“Please remember all the pets that were lost. I think that has been a lingering trauma. Houses are getting rebuilt and stuff replaced. What we have now is a true sense of community, but profound sense of loss, and collective trauma. Every windy day makes me fearful.”

— Q6, Ideas and emotions important to capture

“The sheer magnitude of it all. The colors of the sky, the choking smoke, the abject fear and the total loss. More than 70 years of heirlooms [...] gone. Most important, the hands of strangers reaching out to help. A cold bottle of water, a coat to keep warm with, sandwiches to strengthen us. The embraces from volunteers that didn’t care that we were blackened, dirty and smelly. That love lit the way out of the hell we we were living.”

— Q6, Ideas and emotions important to capture

ITEM NO. 2f

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

ITEM NAME:	**CAPS ARTery Update**
MEETING DATE:	**April 8, 2024**
PRESENTED BY:	**Leslie Clark, PROS Director** **Jennifer Garner, Arts & Historical Programs Supervisor** **Andrew Vaughan, CAPS Chair**
PRESENTED FOR:	**Presentation and Discussion**

BACKGROUND:

The Town and the Cultural Arts and Public Spaces (CAPS) advisory committee worked with a consultant to complete the Creative Place-making Master Plan in 2020. One of the main ideas and recommendations from this plan included the development of an art path, a project that CAPS branded as the ARTery. Art paths typically include sculptures, murals, and interactive art and are meant to encourage walking, biking, creative wayfinding and even provide public safety features.

The ARTery Phase 1 Pilot was implemented in 2020 and 2021 after significant planning and community engagement. The pilot project was an effort by CAPS to introduce different art mediums along a small segment of pathway and ask for feedback from the community. Seventeen public artworks created by seven artists were placed within the one-mile Rock Creek Circle loop around the new Superior Community Center. The results of the initial pilot project provided valuable information on the types of art installations that could be successful in a permanent Art path.

In 2023, CAPS hired a consultant to continue work on the ARTery that was put on hold for a few years due to the Marshall Fire in 2021. CAPS is currently working on the ARTery Phase 2 Project, a 5-mile path that will eventually stretch from Original Town, through Downtown Superior and Rock Creek, to the vicinity of Eldorado K-8. The ARTery path will be a combination of walking and cycling routes that are activated with sculptural public art

installations, murals, and other creative offerings. The ARTery will also serve to connect Superior's neighborhoods, schools, parks and businesses. This presentation is an overview of the progress CAPS has made on the ARTery and the plans they have for implementation of art installations along the ARTery in 2024.

DISCUSSION

- Discussion and feedback from the Town Board

ATTACHEMENTS

- CAPS ARTery Phase 2 Project presentation
- Superior Creative Place-making Master Plan
- CAPS Annual Workplan

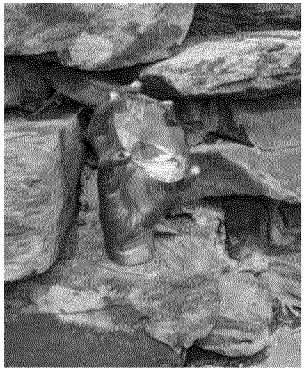
Superior ARTery - Phase 2

Update to the Board
April 8, 2024

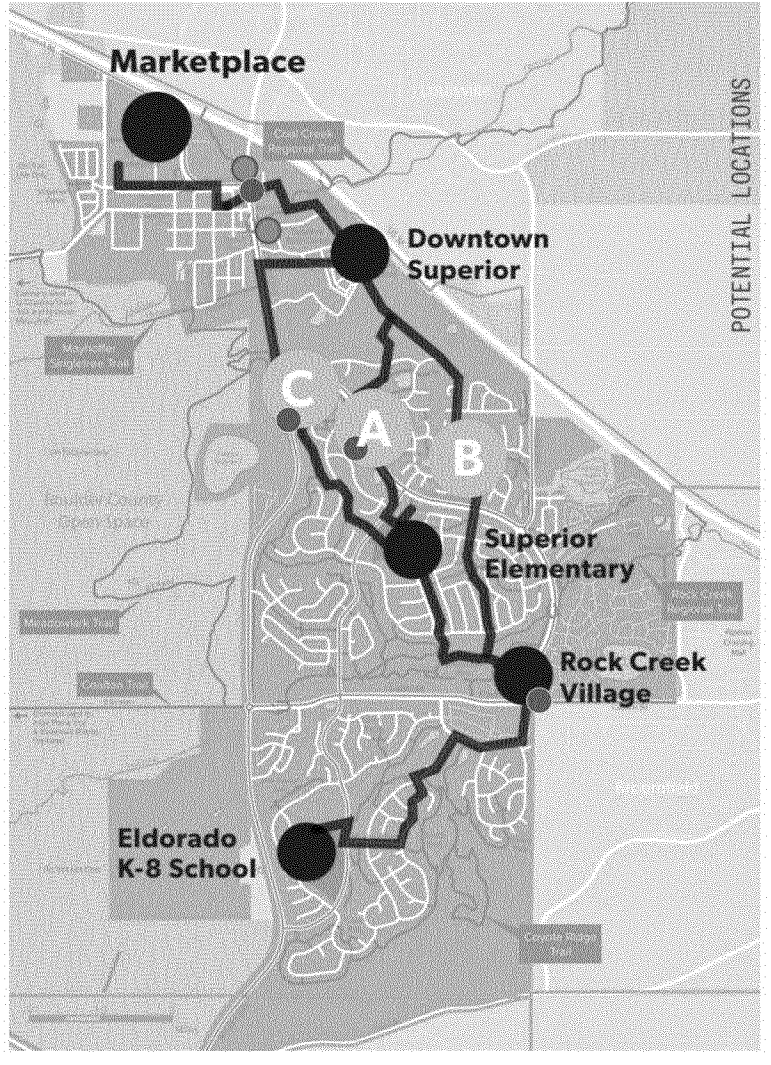
What is ARTery?

The Superior Art Path (ARTery)

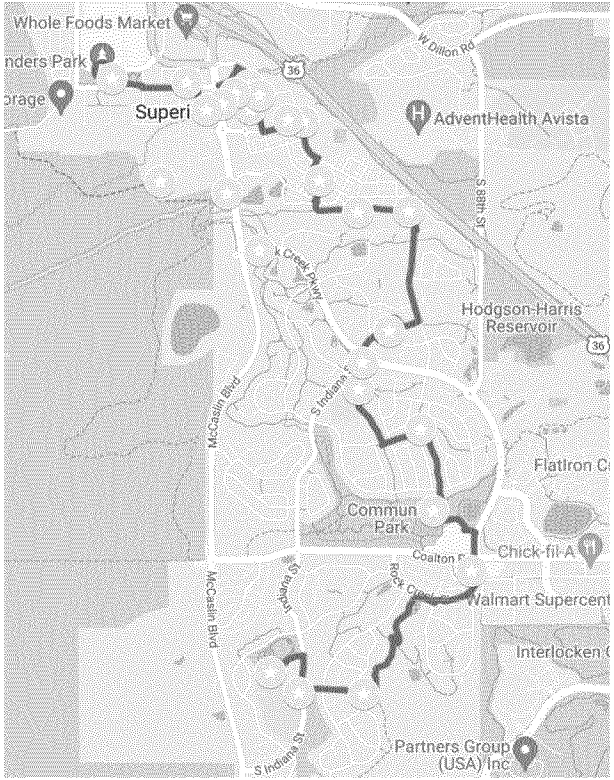
- Conceived in 2019 in the Superior Placemaking Master Plan
  - *“The Superior Art Path is a network of walking and cycling trails and pathways activated with public art installations and points of interest for arts and culture. Importantly, the Art Path also serves as a route that connects Superior neighborhoods, schools, parks and commercial centers. Once complete, the Art Path will allow residents to move freely and safely across town and act as an arts and cultural attraction for residents and visitors alike.”*
- Phase 1 Pilot implemented in 2021 near the Community Center
  - Street murals, “Dancing Sticks,” sidewalk games, etc
- Implementation has been delayed by the pandemic, the Marshall Fire, and CAPS turnover



Placemaking Plan
Notional Art Path

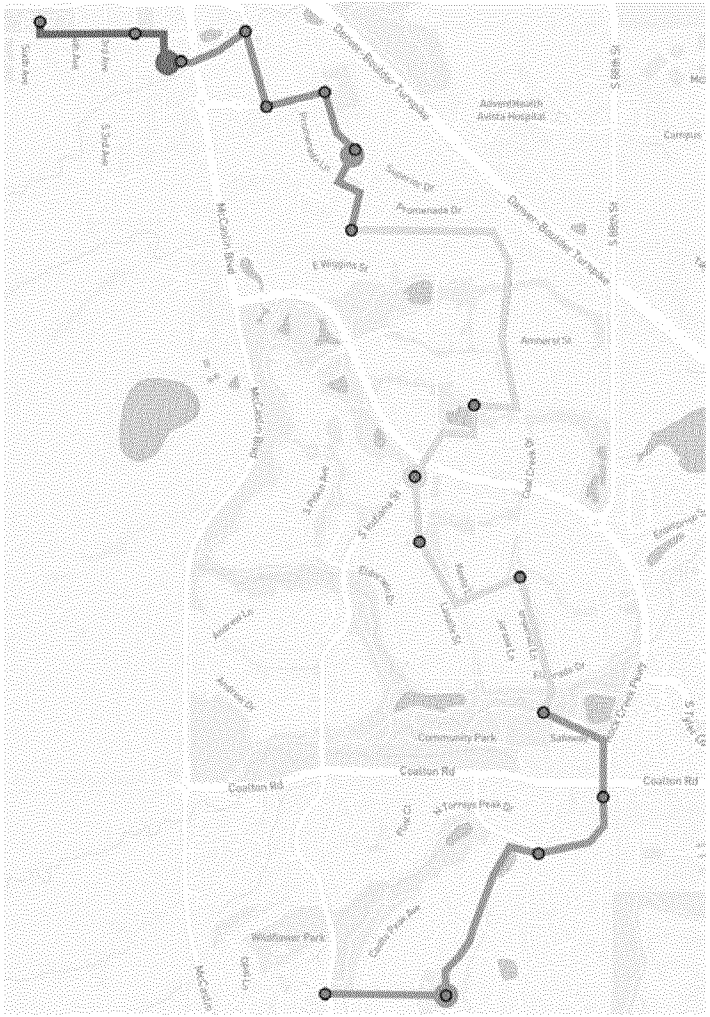


Current Notional Path



Featured Locations

- Wildflower Park
- Eldorado K-8
- South Pool
- Community Center
- Community Park
- Circle Park
- Superior Elementary
- North Pool
- Riverbend Park
- Miner's Park
- Vista Corridor Open Space
- Village Green Park
- Sport Stable
- Civic Space and Plaza
- Marshall Road Underpass
- Superior Commons and Amphitheater
- Bear Park
- Coal Creek
- McCaslin Underpass
- Grasso Park
- Asti Park and Historical Museum
- Founder's Park
- Oerman-Roche Trailhead
- Rock Creek Pkwy Underpass
- Mayhoffer Trail Entry



ARTery Phase 2 Recommendation

CAPS ARTery Subcommittee

w/
Brian Corrigan
Farm to Spaceship

PHASE II
2024

- Phased Path Development via Community Engagement
- Sculpture Placement
- Mural Creation
- CAPS-Led Public Engagement

SCULPTURE

MURAL

PROPOSED PATH

The public determines the best path between the artworks through the community outreach experiences developed by CAPS. This process continues in each phase of the ARTery's development.

SCULPTURE PLACEMENT

- Founder's Park
- Superior Commons
- Downtown Amphitheater
- Blue Sport Stable

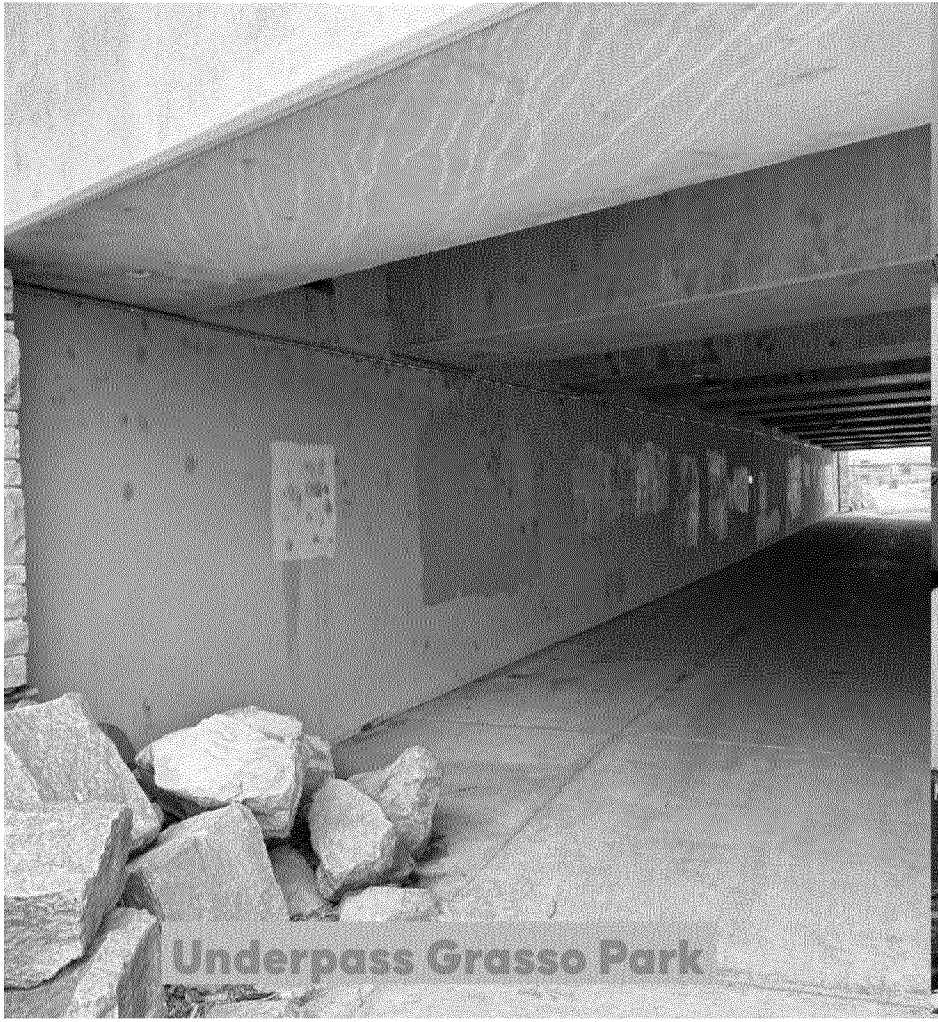
Founder's Park

DOWNTOWN
Superior
TO MAIN STREET
Superior Commons

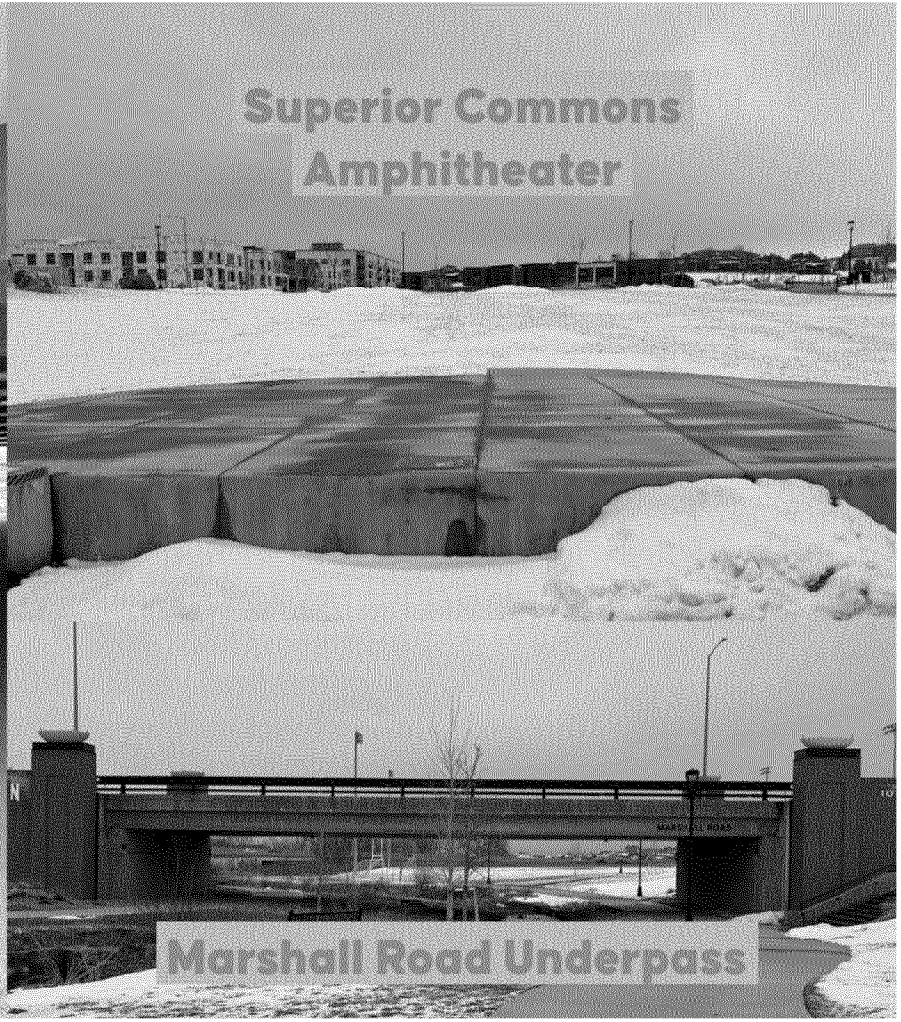
Downtown Amphitheater

MURAL PLACEMENT

- Underpass Grasso Park
- Superior Commons Amphitheater
- Marshall Road Underpass
- Downtown Amphitheater
- Origin Apartments

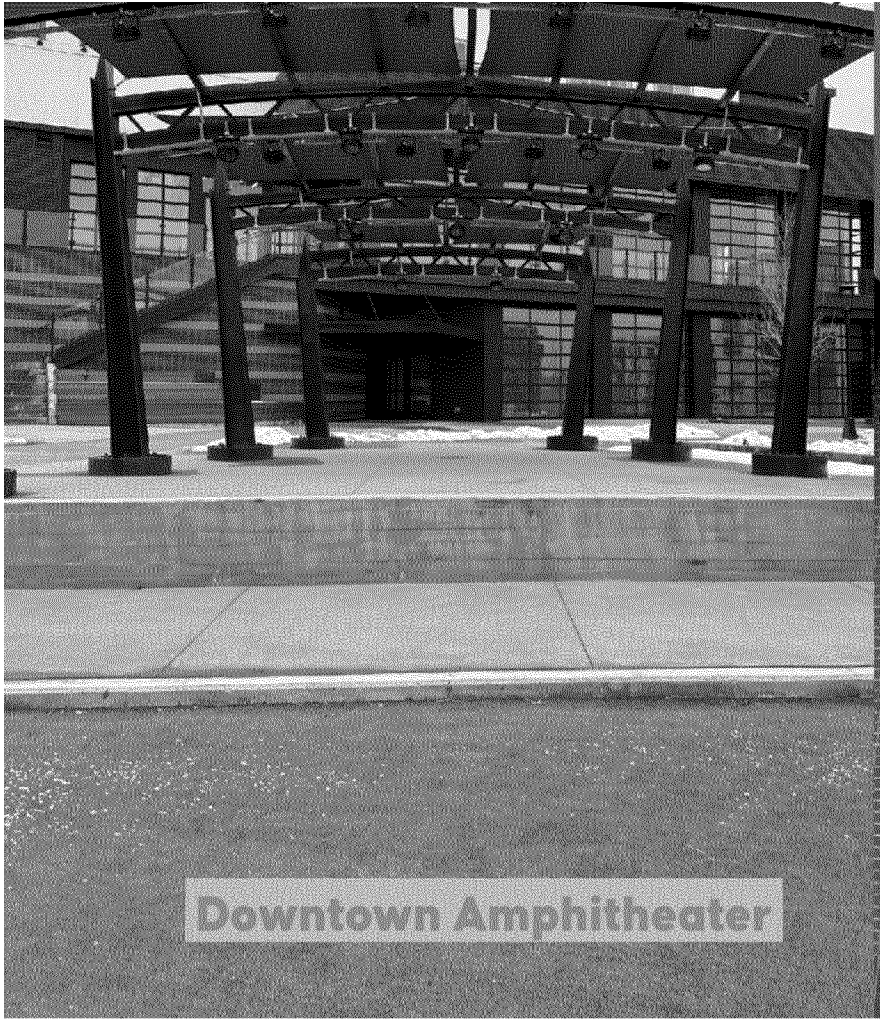


Underpass Grasso Park



Superior Commons Amphitheater

Marshall Road Underpass



Downtown Amphitheater

Origin Apartments

PHASE III
2025

- Continue Phased Path Development via Community Engagement
- Wayfinding
- Community Activation Development

Brent
Cross
Town

H STREET NE
Brent
Cross
Town
6mins

Thank You!

Questions or Comments?

caps@superiorcolorado.gov

Inspired by Nature

SUPERIOR CREATIVE PLACEMAKING MASTER PLAN

Town of Superior

cultural arts & public spaces advisory committee

Happy City

Acknowledgements

Inspired by Nature: Superior's Creative Placemaking Master Plan is only possible due to the dedicated efforts, hard work and generous commitments of an array of people.

First and foremost, this plan is the result of the tireless efforts of the Superior's Cultural Arts and Public Spaces (CAPS) Advisory Committee. Members of the CAPS Advisory Committee have been fundamental to the development of this plan from before it's inception until its completion. They generously shared their time to guide the Happy City team around Superior, take part in numerous public engagement events and activities, and meet monthly to guide the creation of this Master Plan. Their creativity, passion for the arts, and dedication to the process have resulted in a stronger Plan that is tailor-made to Superior.

The sustained efforts, in-depth knowledge and continuous support of Town staff within Superior's Parks, Recreation and Open Space Department were essential to transforming a compelling idea into Superior's Creative Placemaking Master Plan. Every member of the Parks, Recreation and Open Space Department also helped to create a stronger plan, offering their time, ideas, reflection and even work space to Happy City. Their dedication to enhancing Superior is as admirable as it is committed.

We are also grateful for the valuable insight, provocative ideas and thoughtful direction that a host of Superior residents and actors provided us through interviews, engagement and more. This includes each of Superior's Board of Trustees, several past Trustees and a number of other local stewards. Their love for Superior and passion for the town's continual and sustained improvement shone through in every conversation we had.

Finally, this made-in-Superior Plan reflects the hopes, needs and aspirations of hundreds of Superior residents. The ideas, opinions and enthusiasm for arts, culture and creative placemaking is the bedrock of this plan.

Inspired by Nature: Superior's Creative Placemaking Master Plan is greater than the sum of its parts. It represents what is possible when a town comes together to create something special.

For all of this, and much more, thank you all.

MITCHELL REARDON AND THE HAPPY CITY TEAM

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Executive Summary

Inspired by Nature: Superior's Creative Placemaking Master Plan is designed to address important questions that arise in a town that is growing in both population and aspiration. By embarking on the creation of this Master Plan, the Town of Superior, Colorado chose to directly address questions about elevating town identity and supporting positive change, while celebrating existing values and assets.

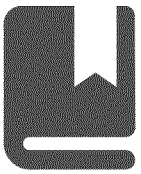
A Collaborative Approach

Placemaking consultants Happy City worked closely with the Cultural Arts and Public Space (CAPS) Advisory Committee and Town staff, under the guidance of the Town Board, to answer these questions. To accomplish this, the collaborative team used an array of approaches to engage Superior residents and key actors. The team tapped into local knowledge and spent significant time on-site to learn about the Town setting, assessing this information through Happy City's evidence-based wellbeing lens. All efforts were guided by the project vision, mission and overarching goal. These overarching guidelines were supported by specific Town goals for the project, as well as Made-in-Superior Wellbeing Principles.

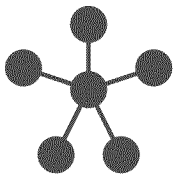
A Made-for-Superior Process

To ensure a context-sensitive outcome, the Project Team undertook a comprehensive context analysis. The Team collected population and socioeconomic data, along with statistics from the Parks, Recreation and Open Space Department. Superior's Comprehensive Plan, Town Board goals and other key policy documents were reviewed. For an on-the-ground snapshot, the CAPS Advisory Committee conducted a needs assessment and high level overview of existing assets. This detail-oriented approach was augmented by on-site analysis by Happy City.

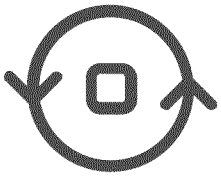
In order to achieve our creative placemaking goals, the Project Team knew that the Plan's engagement strategy needed to be inclusive, compelling and fun. Recognizing that different people would have different opportunities to participate in the project, we created multiple avenues for engagement. This included five public events, two rounds of public digital engagement, 16 targeted interviews, a series of walking tours and a wellbeing workshop for key actors in the process.



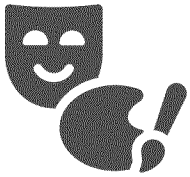
Define arts and culture in Superior: Give Superior an identifiable cultural identity and sense of place.



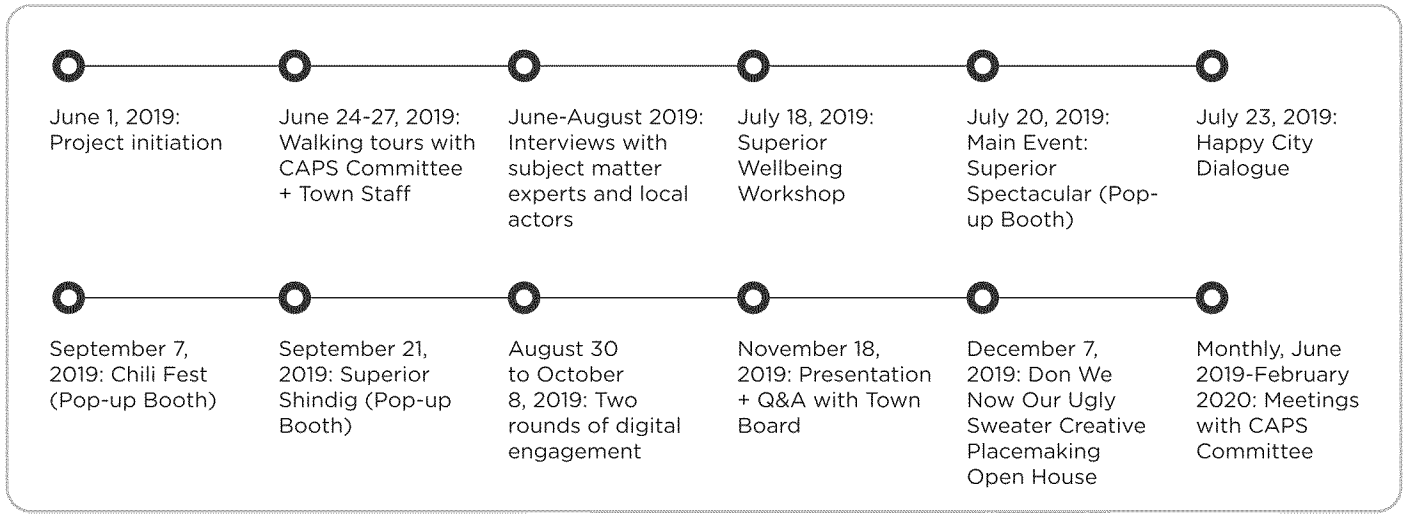
Create interconnected experiences through visual, performing arts and applied arts in order to bring the community together and enliven underutilized economic areas.



Open a multi-purpose, year-round space for exhibitions.



Establish a public art program with policies, procedures, partners and on-going funding.



Big Ideas for Creative Placemaking in Superior

As Superior's needs, opportunities and aspirations became clear, the Team cross-referenced context-sensitive creative placemaking ideas with wellbeing evidence. Combined with direction from the CAPS Advisory Committee and Town staff, this exercise served to identify and validate creative placemaking that were well suited to Superior. This process produced five big creative placemaking ideas.

1. The Superior Art Path

A network of walking and cycling routes activated with public art installations and points of interest for arts and culture, the Art Path also serves to connect Superior's neighborhoods, schools, parks and commercial centers.

2. Mobility Freedom for All

Mobility Freedom for All combines public art with transportation safety to create safer, more accessible streets for pedestrians, cyclists and drivers alike. It will boost wellbeing by promoting safer active mobility for all residents, while simultaneously increasing the presence of vibrant, local art in the community.

3. Public Art

Implementing public art across Superior will strengthen the town's identity while also creating more vibrant and attractive spaces for residents to gather and connect. The interventions proposed here will contribute to Colorado arts and culture while also boosting the town's economic growth by attracting and retaining more visitors and residents.

4. Events and Programming

Initiatives that fall under this idea will support opportunities for Superior residents to connect and socialize. The recommendation is a direct outcome of residents' desire to socialize and build meaningful relationships within their community. Notably, the Town Board has an important opportunity to fulfill a key aspiration by ensuring that food trucks and markets are permitted in Downtown Superior, events that face barriers within existing commercial centers.

5. Elevate Creative Capital

This big idea is designed to intentionally support and boost the town's creative sector, including local artists and creative businesses. Stronger creative capital will not only help promote arts and culture within Superior, but also work to support the town's economic growth.

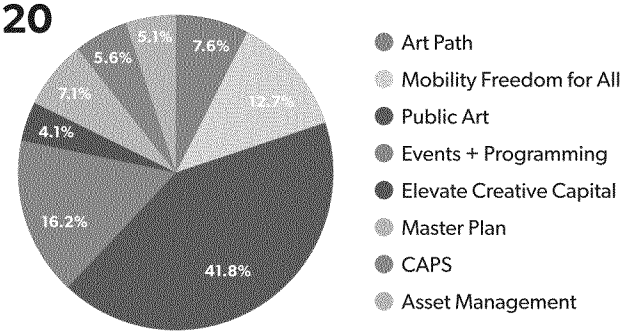
Budget

This plan has been designed within the bounds of the $150,000 annually allocated for creative placemaking in Superior. The Plan will be funded primarily through the Town's Capital Improvement Program (CIP) Fund. This may be augmented through Downtown Superior Tax Increment Financing (TIF) and/or collaboration with Downtown Superior.

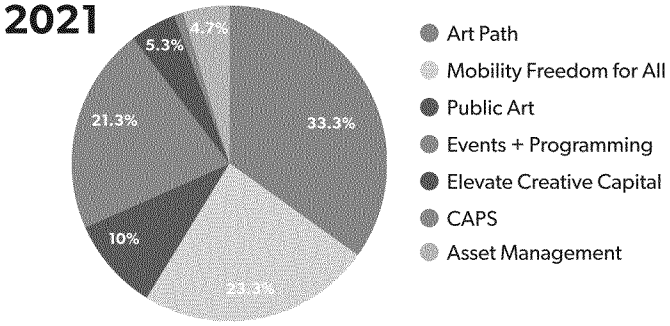
Recognizing that the timing for specific activities may shift once implementation begins, the Project Team recommends that the Town Board provide budget flexibility for Art Path-related activities by permitting annual budget rollover. This will require justification and revised timelines from Town staff and the CAPS Advisory Committee.

The high level budget for creative placemaking in Superior for the 2020-2024 period is recommended as following:

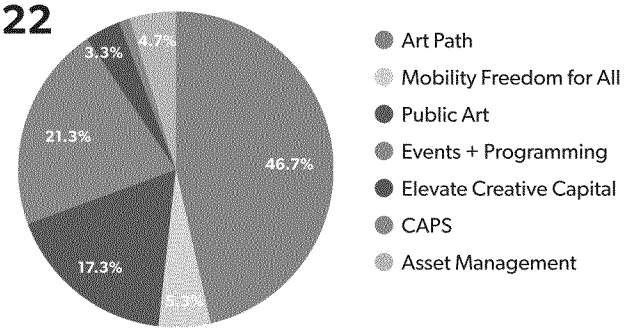
2020



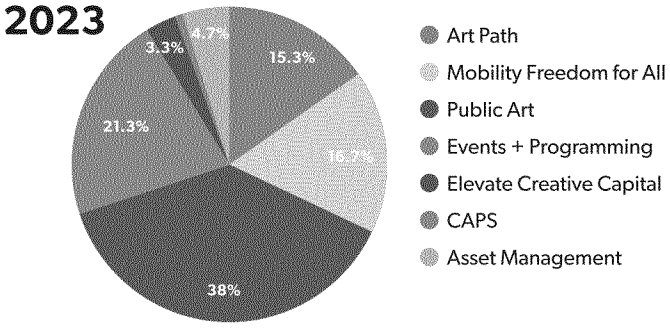
2021



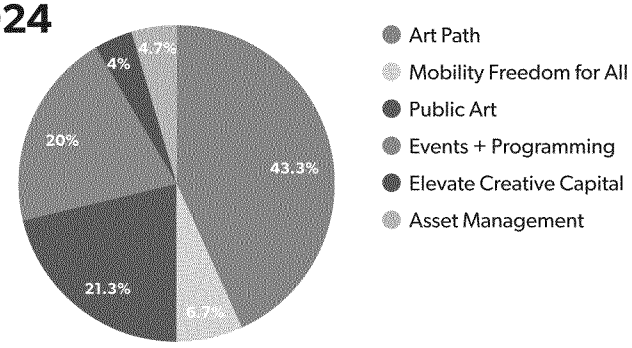
2022



2023



2024



Numerous government entities and private foundations offer grants that are relevant to this Plan, including mobility safety, healthy lifestyles, green space improvement and arts and culture. Notable opportunities include:

Colorado Safe Routes to School offered by the Colorado Department of Transportation

Great Outdoors Colorado offered by Local Park and Outdoor Recreation

Our Town & Grants for Arts offered by National Endowment for the Arts

In Summary

Inspired by Nature: Superior's Creative Placemaking Master Plan reflects the dedicated collaboration, compelling local ideas and aspirations of a town ready to reach new heights. This made-in-Superior approach offers a clear path to elevating Superior's identity, supporting positive change and celebrating the town's cherished assets. The Plan is designed to provide a framework for five years worth of creative placemaking activities, while ensuring that the CAPS Advisory Committee and Town have the flexibility to respond to emerging needs and changing contexts.

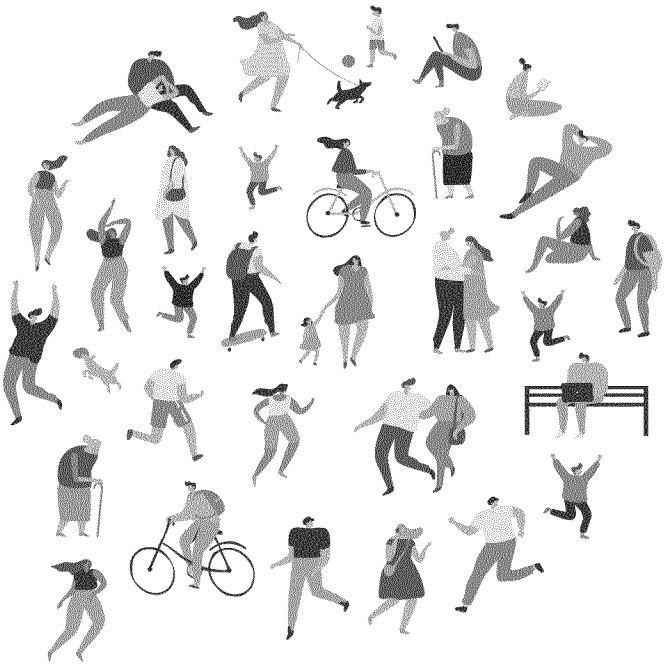
The first steps to a dynamic future of creative placemaking in Superior go beyond arts, culture and public space. They represent a maturing and optimistic town that is ready to embrace an exciting future while strengthening an identity that has been decades in the making.

Introduction

"How can we elevate Superior's identity and support positive change while celebrating the town's cherished assets?"

With this question, the Project Team, made up of the Town of Superior, the Culture Arts and Public Spaces (CAPS) Advisory Committee and Happy City, embarked on the journey to develop a made-in-Superior Creative Placemaking Master Plan. The first steps toward answering this vital question consisted of listening and observing: we listened to the creative placemaking values and needs of people in Superior and observed what local strengths the plan could elevate, and what opportunities were awaiting daylight. Once equipped with this foundational knowledge, we began to apply Happy City's wellbeing approach to determine the best way to harness the power of arts, culture and public space to boost happiness and wellbeing in Superior. Inspired by Nature: Superior's Creative Placemaking Master Plan embodies months of compelling conversations, widespread public engagement, detailed research, on-site analysis, creative brainstorming and close collaboration. It serves as a context-sensitive, evidence-based five-year guide to elevating Superior's identity, supporting positive change, celebrating cherished assets and more.

To fulfill this ambitious project, the Project Team crafted Vision and Mission Statements, an Overarching Goal and a series of Master Plan Goals. To guide this complex project, the Team co-created Process Goals and agreed upon Project Principles. These efforts established the foundation for this important project.



Vision

Creative placemaking creates a unified sense of identity that boosts social wellbeing and community health in Superior through strategic design interventions and events that spark joy.

Overarching Goal

Develop a creative placemaking master plan that establishes a common vision for the role of arts, culture and creativity that will guide placemaking in Superior for the next five years.

Mission

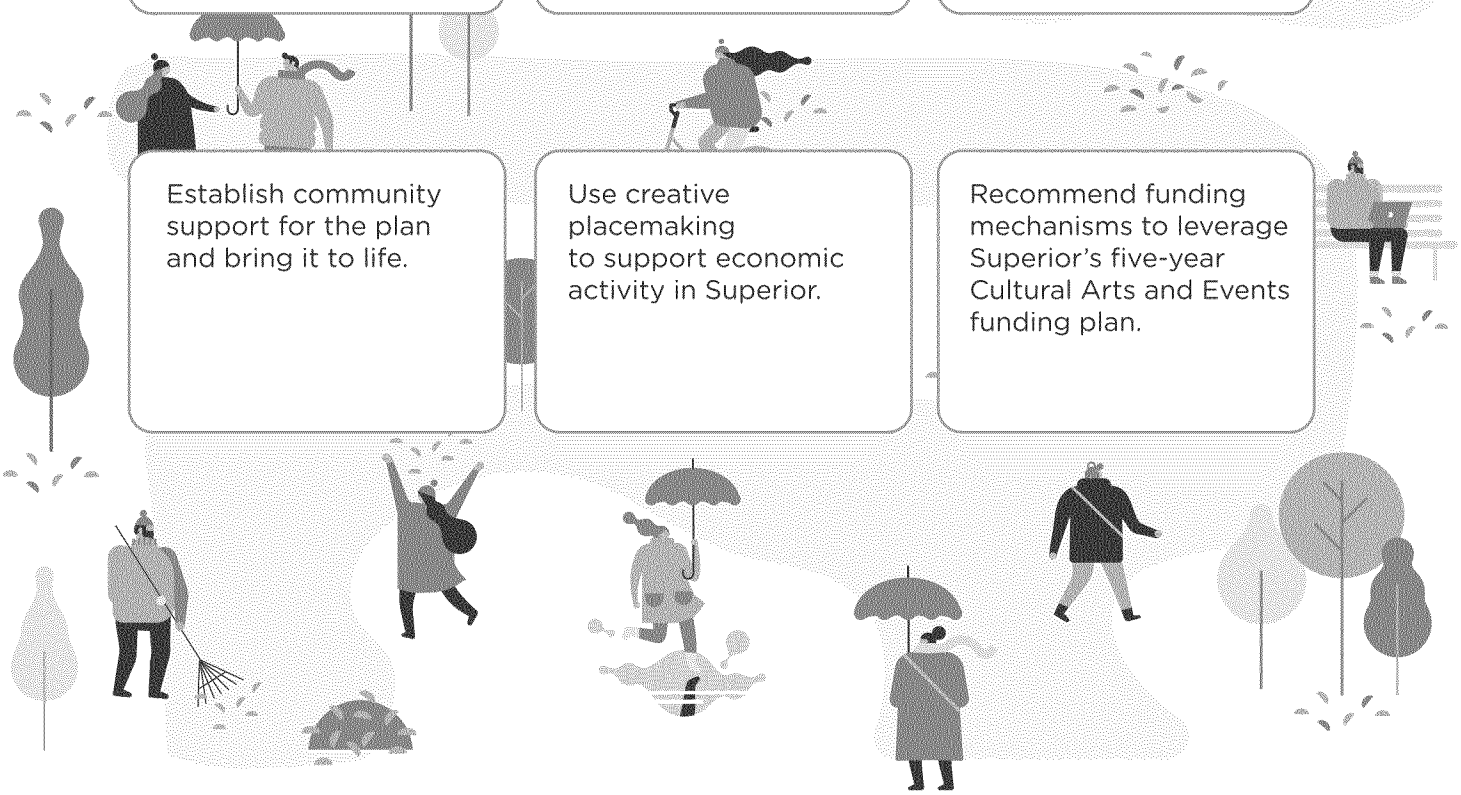
Inspired by Nature: Superior's Creative Placemaking Master Plan supports the CAPS Advisory Committee and Town staff in their efforts to create a unified sense of place and boosts wellbeing by maximizing joy and satisfaction, strengthening community connections and supporting healthy lifestyle choices in ecologically, economically and culturally sustainable ways.

Process Goals

Develop a clear understanding of how existing stakeholders, policies and assets can be leveraged to strengthen creative placemaking in Superior.

Identify elements of Superior's identity, context and heritage to celebrate through creative placemaking.

Identify sites, locations and routes for potential creative placemaking activities.



Establish community support for the plan and bring it to life.

Use creative placemaking to support economic activity in Superior.

Recommend funding mechanisms to leverage Superior's five-year Cultural Arts and Events funding plan.

Master Plan Goals

1. Illustrate how arts, culture and creativity can create a sense of place and community identity while contributing to Town branding.

2. Identify key near- and long-term actions to create opportunities that enliven and enhance public spaces throughout Superior with arts and cultural activities.

3. Explore and demonstrate how creative placemaking can support and enhance the activities of Town programs.

4. Shape a vibrant public art program, including outlining policies and procedures and assessing the public art collection for gaps and opportunities.

5. Investigate and inform guidelines for a public art program.

6. Recommend new funding opportunities and ways to leverage resources.

7. Uncover new partnerships to enhance the delivery of events and arts activities.

8. Assess event activity in town and nearby surroundings and recommend ways to increase quality.

9. Establish measures of success to tell the story of the impact of creative placemaking.

10. Uncover ways to encourage and support the creative economy and creative entrepreneurs.

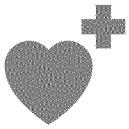
11. Identify opportunities to support social connection among residents and visitors of all ages.

Principles

In addition to the goals, the team established a set of principles to guide the creation of the Creative Placemaking Master Plan. These principles were crafted using Happy City's evidence-based approach to urban wellbeing, which draws upon a decade of interdisciplinary research on public health, neuroscience, psychology, behavioral economics and urban design. The team further refined the principles based on input from the CAPS Advisory Committee.

Sociability: Promote positive social interaction and facilitate trust-building encounters among the array of Superior residents and visitors.

Joy: Maximize opportunities for joy, comfort and satisfaction. Minimize discomfort and frustration.



Health: Enable, encourage and promote wellbeing, healthy lifestyle choices and active mobility.

Equity: Develop placemaking initiatives and public spaces that are open to the diversity of Superior's people and that the outcomes welcome and serve all residents and visitors.

Ease: Ensure safe environments that give people a strong sense of control, comfort and capacity to get involved.

Resilience: Create a legacy of ecologically, economically and culturally sustainable interventions and programs that enable Superior to thrive over the long term.

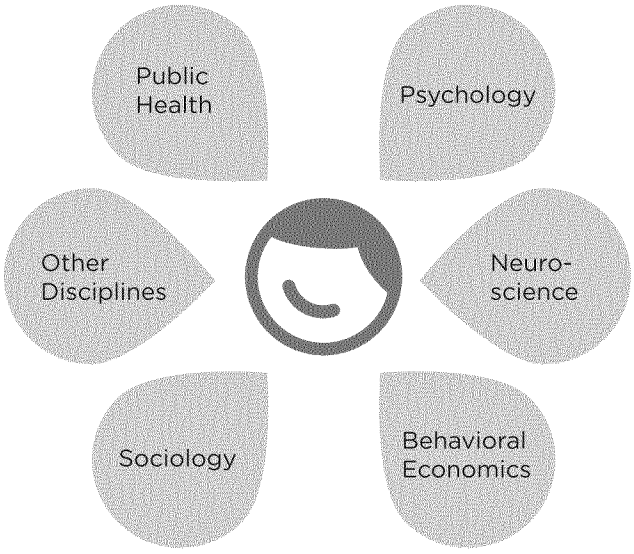
Meaning & Belonging: Craft a unified Town identity and support individual and community efforts to build attachment, ownership and pride of place.

What is Creative Placemaking?

Creative placemaking is a way of viewing aspects of a community's cultural life as community assets. It is about seeing culture and cultural activity as resources for human and community development, rather than merely as cultural "products" to be subsidized because they are good for us.

Creative placemaking uses arts and culture as tools to animate public and private spaces, and to rejuvenate structures and streetscapes. It brings diverse people together to celebrate, inspire and be inspired. The approach leverages a place's existing creative potential and connects arts and culture to larger community revitalization or development initiatives. The approach advances a shared community vision that honors community distinctiveness through interdisciplinary and cross-sector activities that engage an array of people who call the place home.

Who is Happy City?



Happy City takes an interdisciplinary approach to understand how urban design and placemaking influence wellbeing

Happy City is an urban design and planning consultancy. We turn evidence into action for happier, healthier and more inclusive communities. Urban policies and plans have a direct—but commonly overlooked—influence on human wellbeing, both physical and psychological. City custodians are starting to recognize that societal wellbeing is both a responsibility and a reasonable goal.

We use an interdisciplinary approach to build scientific recipes for urban wellbeing. For the last decade, we have conducted research in psychology, neuroscience, sociology, public health, behavioral economics and numerous other academic disciplines to understand the intersection between urban design and wellbeing.

We use these insights to empower clients around the world to build wellbeing into place. We have worked closely with clients in Vancouver, Mexico City, Rotterdam, Denver, Dubai and other cities around the world on:

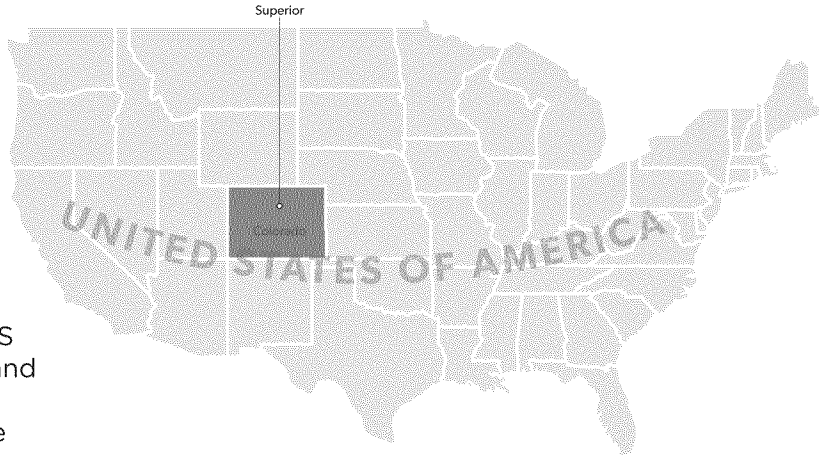
- Collaborative master planning
- Immersive community engagement
- Urban policies and strategies
- Public space design and assessment
- Mobility projects and assessments
- Research and experiments

Context

Hygiene
Longmont
Altona
Jamestown
Frederick
Gold Hill
Erie
Boulder
Lafayette
Louisville
Superior
Eldorado Springs
Broomfield
Pinecliffe
Coal Creek
Thornton
Golden Gate Canyon State Park
Westminster
Commerce City
Arvada
Golden
Denver
Lakewood
Genesee
Morrison
Englewood
Evergreen
66
7
36
119
25
170
287
128
93
76
2
58
70
6
74
285
470

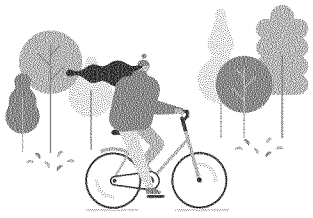
Physical Context

Superior, Colorado is a suburban town situated in Boulder County. The town stretches across approximately four square miles, which includes 630 acres of parks, greenspace and open space, 35 miles of trail and several lakes and creeks.[1] This region of the state experiences warm summers and cold, dry winters.



Superior is located along U.S. Route 36 (US 36), approximately 22 miles from Denver and eight miles from Boulder. This makes it an attractive location for those who commute to either of these cities for work or school. The neighboring town of Louisville (north of US 36) is also an appealing destination for entertainment and leisure. With many residents commuting to nearby cities for both work and recreation Superior's existing shopping centers and amenities are sometimes overlooked as local destinations. This creates an added incentive for placemaking in Superior. Increasing local social and employment opportunities through placemaking would encourage residents to spend more time in Superior and result in increased economic activity in the town.

Superior attracts residents and visitors for its high-quality outdoor space, including several beloved Town-owned parks as well as spaces to access the trails of Boulder County. Within Superior, there are [2]:



29.75 miles of trails (on road, hard and soft trails)

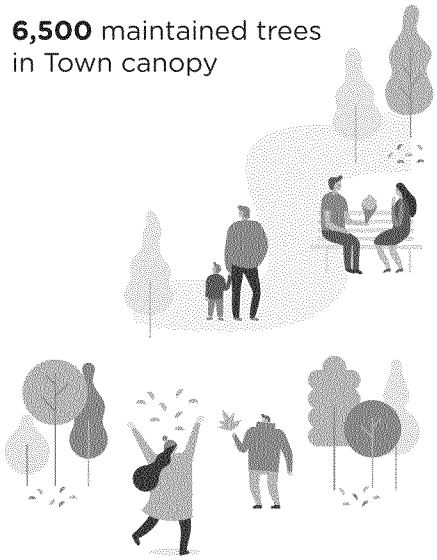
15 playgrounds,
4 multipurpose fields,
3 baseball/softball fields,
2 outdoor pools,
4 tennis courts,
1 skate park and
3 basketball courts a dog park, a bike park, a disc golf course and historic museum, structures and cemetery.[3]

58.45 acres of Town-owned natural open space

159 acres of natural open space through conservation easements

570.75 acres of developed open space

6,500 maintained trees in Town canopy



Superior's reputation for high-quality outdoor space and access to nature played a key role in determining where the Town should focus its creative placemaking initiatives.

[1] Town of Superior. Parks, Recreation and Open Space Department. Fact Sheet.

[2] Source for all bullet points, unless otherwise noted: Town of Superior. Parks, Recreation and Open Space Department. Parks, Open Space and Trails webpage.

[3] Town of Superior. Parks, Recreation and Open Space Department. Fact Sheet.

Demographic Context

Superior is home to over 13,000 people living in approximately 5,000 households.[4] The town is recognized as a great place to raise a family, which is reflected by the fact that about half the households include children under the age of 18.[5] This also helps to explain the town's relatively low median age of 34.[6] Superior residents are highly educated. 97% of residents over 25 have completed high school, while 76% have a bachelor's degree and nearly 40% have a graduate or professional degree. [7] Superior is also home to two elementary schools. This underscores the importance of implementing creative placemaking opportunities that appeal to young people, while also making space for distinct interventions that provoke thoughtful responses from viewers or participants.

As of 2017, median household income in Superior was $119,810, which is nearly double the median annual income across the United States.[8] Less than 5% of residents live below the poverty line.[9] About 60% of Superior households own their homes, while 40% rent.[10] Approximately one third of dwellings in Superior are located in multi-unit buildings.[11] Nearly 70% of Superior residents commute to work by car alone.[12]

The town has a relative gender balance, with a slightly higher share of males. Almost 10% of households have a female resident without a common law or legal partner present. [13] Approximately 75% of Superior residents are Caucasian, 18% are Asian, and the remainder are Hispanic, African American, Native American, Pacific Islander or of other racial backgrounds.[14] This diversity highlights the importance of making space for an array of people to participate in Superior's creative placemaking activities.

DOWNTOWN SUPERIOR FACTS

13,000+ People

5,000 Households

A Great Place to Raise a Family

Highly Educated Community

2x Median Annual Household Income IN THE UNITED STATES

Relatively Equal Gender Balance

[4-6] World Population Review. US Cities. Superior, Colorado

[7] Town of Superior. Demographics.

[8-13] Data USA. Superior, CO Profile.

[14] World Population Review. US Cities. Superior, Colorado.

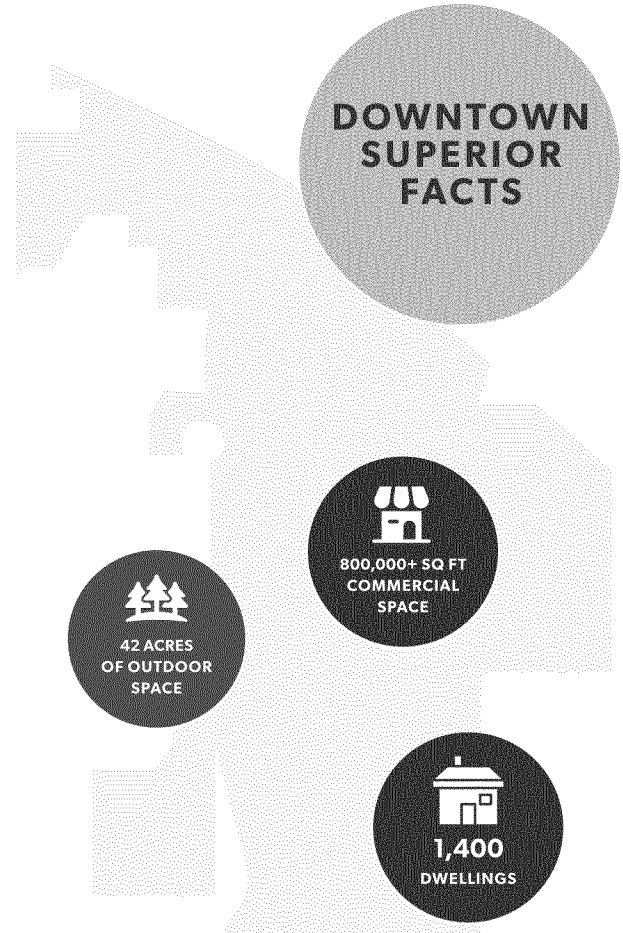
Growth + Downtown

Superior, Colorado was founded in 1896 as a coal mining town. When the mines closed in the mid-1900s, many people moved away and the town shrank, becoming a small ranching and farming community of under 300 residents. [15]

1896 mid-1900s

More recently, Colorado has been a state on the rise. Specifically, the Front Range has seen significant population growth and related housing demand. More than half of Boulder County residents have come from out of state. The popularity of the area, combined with the need for a town-wide water system, ushered in an era of dynamic growth in Superior. Over the last two decades, Superior has grown to a community of over 13,000 people. This new growth is also the result of partnerships between the Town and residential developers. This pattern is being reinforced in Downtown Superior, an exciting new development project that is set to rearticulate Superior's reputation as a place to live, work and play.

Downtown Superior will contribute 1,400 dwellings, 800,000+ square feet of commercial and retail space and 42 acres of outdoor space to the town.[16] The development marks a key shift toward mixed-use opportunities in Superior. Further, the creation of a walkable main street presents an important opportunity to strengthen Superior's sense of place. Notably, the development will also offer additional, privately-funded placemaking opportunities and serve as a source of funding for the town's placemaking initiatives. The project's ambition to marry Superior's traditional assets to urban lifestyles reveals its potential to establish a sense of place in the new development. As Town decision-makers recognized in pursuing Superior's Creative Placemaking Master Plan, the new development also presents a vital town-wide opportunity to pursue creative placemaking. In the digital area, retailers must compete with the convenience of a keyboard in a customer's home. This means that placemaking is more important than ever: creating experiences is vital to creating thriving local economies.



[15] Town of Superior. Request for Proposals: Facilitate and Develop a Creative Placemaking Master Plan.

[16] Downtown Superior.

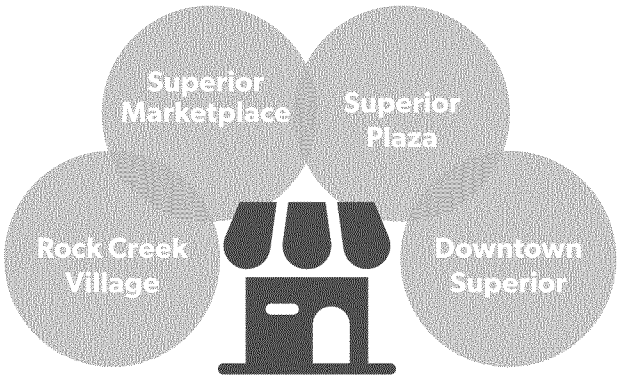
Economic Context

Superior's economy is made up primarily of commercial retail centers, state and national corporations and "solopreneurs," including those in the creative sector. Notably, a significant majority of Superior residents commute to jobs outside the town, while many people who work for retail and corporate businesses in Superior commute from other municipalities.

The town currently has two large, fully-operating commercial retail centers – Superior Marketplace and Rock Creek Village – as well as the smaller Superior Plaza. These privately-owned areas have a prominent spatial influence on the town and play an important role in the local tax base. They are home to most of Superior's small and medium-sized businesses. These businesses include several local and national restaurants, a new hotel, a number of health, wellness and paramedical firms, as well as a series of chain and big box stores. The opening of the Superior Medical Center and Sports Stable, as well as several restaurants and cafes, signal the addition of Downtown Superior as a third center. The influx of housing and commercial space is a significant opportunity to grow the local economy and reinforce the connection between place and economics. Recognizing the importance of place, the project's proponents have a focus on enhancing the experience economy in Superior.

In addition to national retail chains, a number of state and national corporate firms are located in Superior, primarily in the Discovery Office Park and at Superior Pointe. Employees at these firms are in Superior during lunch hour and are part of a key base necessary to sustain daytime businesses.

Finally, Superior is home to a number of "solopreneurs." These are entrepreneurs who work independently, running their own small businesses and startups. Currently, these people tend to work from home or from co-working spaces in nearby towns. With the right conditions, many of these solopreneurs could work in shared spaces in Superior and frequent local restaurants during lunchtime. These workers also have skills that could be applied to the town's benefit. As such, they represent a valuable and underutilized asset in Superior. Beyond solopreneurs, there are many people who work for larger firms in Denver and Boulder who could be enticed to work from Superior one (or more) days per week, if they had comfortable and appealing spaces to work from.



Commercial Retail Centres

Small & Medium Size Business

Health | Hotel | Wellness + Paramedical | Chain + Big Box Stores

Cafe | Restaurants

Solopreneurs

Work at home

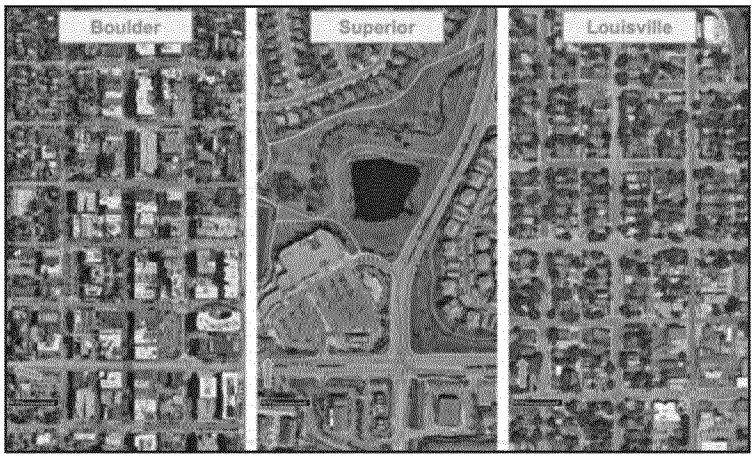
Constraints

Superior's unique context also results in several creative placemaking constraints that the Project Team considered during the development phase of this Plan.

Limited Density*

Most importantly, limited urban density in the town creates a significant constraint on placemaking in Superior. Low-density communities discourage walking and promote car use, which decreases the opportunity for social interactions and makes it challenging to effectively implement any placemaking initiatives that require sustained density.

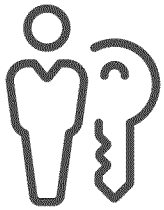
As a solution to this challenge, this Plan emphasizes interventions that promote building connections within the town, both socially and physically. This includes concentrating interventions in strategic locations to promote the creation of gathering places in town, and focusing on interventions that benefit all residents.



** Compared to neighboring communities like Boulder and Louisville, Superior has fewer inhabitants residing within or near core urban areas.*

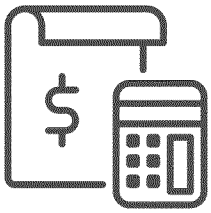
Privately-Owned Centers

Placemaking in Superior is also constrained by the fact that the town's main commercial retail centers are privately-owned. Commercial centers provide a natural gathering space for residents due to the concentration of shops and amenities, and can therefore play an important role in future placemaking initiatives. Because both Rock Creek Village and Superior Marketplace are privately-owned, any placemaking activities in these centers will require strategic partnerships and collaboration, adding an additional layer of complexity. One solution is to leverage developments that simultaneously prioritize community benefit in addition to economic success.



Budget

The recommendations in this Master Plan are also bound by the Town budget. An annual placemaking budget of $150,000 over five years is considerable for a town of Superior's size. However, initiatives and actions must still be prioritized based on impact and complexity of implementation. To work within existing budget boundaries, the Project Team recommends several creative, cost-effective interventions. Allowing community members to participate in creating public art is one such example. By emphasizing the connection between placemaking work and health and wellbeing, the Plan also allows the Town to access an array of grants and funding programs that focus on community health. Furthermore, the social and economic benefits of these placemaking recommendations can incentivize other partners and collaborators to provide financial support and indirectly invest in their shared goals.



Related Policy

This Creative Placemaking Master Plan supports the goals, initiatives and policies from the Town of Superior's existing Comprehensive Plan.

Key goals from the Comprehensive Plan regarding land use and development, community participation, and parks, recreation, open space and trails are addressed below.

Goal 4.1: Provide a Balanced Mix of Land Uses

Ensure a balanced mix of land uses that maintains and enhances Superior's identity as a diversified community—offering a variety of housing and employment options, commercial services, and civic facilities to meet the needs of existing and future residents, and business and property owners.

Goal 4.3: Development Quality

New development shall demonstrate a benefit to the community by positively contributing to the aesthetic character of the Town and by exemplifying quality design principles.

Goal 4.4: Establish Town Center as a Central Gathering Place for Superior

Develop the Town Center as a central gathering place for Superior—a vibrant, pedestrian-oriented district that offers a variety of specialty shopping, office, entertainment, residential, and community-oriented uses.

Goal 5.1: Economic Growth and Stability

Provide a sound basis for economic growth and stability by attracting a variety of new employment opportunities to provide local residents with greater job options, grow the Town's tax base, and to reduce commuting.

Goal 6.1: Opportunities for Participation

Opportunities for Participation: Create a strong sense of community based on awareness and participation by residents, property owners, developers, and business owners in achieving Superior's vision for the future.

Goal 7.1: Health, Safety, Education, and Welfare

Protect and promote the health, safety, education, and welfare of residents and employees within the town.

Goal 8.1: Transportation System

Develop a multi-modal transportation system to efficiently meet the local and regional transportation needs of residents and businesses in a safe, convenient, and efficient manner while minimizing negative environmental and community impacts.

Goal 10.1: Town Park System

Enhance the town's park system to furnish important recreational and cultural benefits for all residents while also enhancing the town's overall physical and natural framework.

Goal 10.3: Recreational Activities and Programs

Provide a wide range of recreational activities and programs that meet the entire community's needs.

Goal 10.6: Town Trail System

Develop the town's trail system as an integral part of all physical development throughout the town, meeting the various recreational, cultural and mobility needs of all user groups.

The recommendations in Superior's Creative Placemaking Master Plan address these goals, with several recommended activities or initiatives addressing several goals simultaneously. The following table describes the connection between the placemaking recommendations and the Town's existing goals from the Comprehensive Plan.

Goal	Goal & Policies		Art Path	Mobility Freedom	Public Art	Events & Programming	Elevate Creative Capital
Land Use	Goal 4.1: Provide a Balanced Mix of Land Uses: Ensure a balanced mix of land uses that maintains and enhances Superior's identity as a diversified community—offering a variety of housing and employment options, commercial services, and civic facilities to meet the needs of existing and future residents, and business and property owners.		✓	✓			
	4.1	POLICY 4.1.d: PUBLIC AMENITIES: Encourage the use of clustering and other creative site planning techniques to preserve sensitive site features, provide linkages to adjacent public open space, and to establish other publicly accessible amenities.	✓	✓			
	Goal 4.3: Development Quality: New development shall demonstrate a benefit to the community by positively contributing to the aesthetic character of the Town and by exemplifying quality design principles.		✓	✓	✓		
	4.3	POLICY 4.3.g: TOWN IMAGE: Establish a strong hierarchy of town entry signage and monumentation to enhance the image of the town and enhance way-finding for visitors.	✓	✓	✓		
	Goal 4.4: Establish Town Center as a Central Gathering Place for Superior: Develop the Town Center as a central gathering place for Superior—a vibrant, pedestrian-oriented district that offers a variety of specialty shopping, office, entertainment, residential, and community-oriented uses.		✓	✓	✓	✓	
	4.4	POLICY 4.4.d: PUBLIC AND CIVIC USES: Target public and civic uses such as a community center, library, or other new municipal facilities to locate within the Town Center.				✓	
		POLICY 4.4.k: PUBLIC IMPROVEMENTS: Explore options for funding public improvements, such as infrastructure enhancements, expansion of existing trail systems, public art programs, a parking district to implement structured parking, and other public investments that will attract private investment and broaden the appeal of the Town Center.	✓	✓	✓	✓	
Economy	Goal 5.1: Economic Growth and Stability: Provide a sound basis for economic growth and stability by attracting a variety of new employment opportunities to provide local residents with greater job options, grow the Town's tax base, and to reduce commuting.		✓		✓	✓	✓
	5.1	POLICY 5.1.c: ATTRACT UNIQUE RETAILERS AND RESTAURANTS: Initiate and support efforts to attract independently owned and operated retailers and restaurants that are "uniquely Superior" and desired by local residents. As well, seek out targeted regional and national retailers that could be added to the Superior Marketplace or Town Center PD that will support the existing retailers in Superior and bolster the inflow of retail sales from outside Superior.	✓		✓	✓	✓

Goal	Goal & Policies		Art Path	Mobility Freedom	Public Art	Events & Programming	Social Capital Support
Community Engagement	Goal 6.1: Opportunities for Participation: Create a strong sense of community based on awareness and participation by residents, property owners, developers, and business owners in achieving Superior's vision for the future.		✓		✓	✓	✓
	6.1	POLICY 6.1.a: NEIGHBORHOOD EVENTS AND ORGANIZATIONS: Encourage and support neighborhood events and organizations.				✓	✓
		POLICY 6.1.b: PUBLIC AND PRIVATE PARTNERSHIPS: Encourage public and private partnerships in support of cultural, civic, and educational facilities.	✓		✓	✓	✓
		POLICY 6.1.c: TOWN-OWNED FACILITIES: Sustain Town-owned facilities and Town-initiated programming. The Town should continue to provide, maintain, and operate historic and cultural facilities.	✓		✓	✓	
Community Facilities and Resources	Goal 7.1: Health, Safety, Education, and Welfare: Protect and promote the health, safety, education, and welfare of residents and employees within the town.					✓	
	7.1	POLICY 7.1.h: LIBRARIES: Continue to provide residents with an opportunity to access library services.				✓	
Transport-ation	Goal 8.1: Transportation System: Develop a multi-modal transportation system to efficiently meet the local and regional transportation needs of residents and businesses in a safe, convenient, and efficient manner while minimizing negative environmental and community impacts.		✓	✓			
	8.1	POLICY 8.1.g: VISUAL IMAGE: Require that roads and other transportation facilities be designed to contribute to a positive and attractive visual image and the desired community character by incorporating signage, landscape elements, and street furnishings as part of proposed development.	✓	✓	✓		
Parks, Recreation, Open Space and Trails	Goal 10.1: Town Park System: Enhance the town's park system to furnish important recreational and cultural benefits for all residents while also enhancing the town's overall physical and natural framework.		✓		✓		
	10.1	POLICY 10.1.f: INTERPRETATIVE SIGNAGE: Ensure that interpretive signage identifies historic, cultural, and natural areas within or near the town's park system.	✓		✓		

Goal	Goal & Policies		Art Path	Mobility Freedom	Public Art	Events & Programming	Elevate Creative Capital
Parks, Recreation, Open Space and Trails	Goal 10.3: Recreational Activities and Programs: Provide a wide range of recreational activities and programs that meet the entire community's needs.		✓			✓	
	10.3	POLICY 10.3.a: COMMUNITY INTERESTS AND NEEDS: Strategically provide recreation programs and services in response to community interests and needs.	✓			✓	
		POLICY 10.3.b: YEAR ROUND RECREATIONAL USES AND FACILITIES: Develop, where appropriate, year round recreational uses and facilities, focusing on multi use parks and recreational facilities.	✓				
		POLICY 10.3.d: PARTNERSHIPS: Expand partnerships to encourage joint development of facilities and programs.	✓			✓	
	Goal 10.6: Town Trail System: Town Trail System: Develop the town's trail system as an integral part of all physical development throughout the town, meeting the various recreational, cultural and mobility needs of all user groups.		✓	✓			
	10.6	POLICY 10.6.a: ACCESS TO PUBLIC AMENITIES AND COMMUNITY FACILITIES: Ensure that the trail system provides convenient and attractive access to key public amenities, community facilities, and specialty areas.	✓	✓			
		POLICY 10.6.b: LINKS TO NEIGHBORHOODS AND BUSINESS CENTERS: Explore trail system links to neighborhoods and business centers to strengthen the town's sense of community and identity and stimulate commercial synergy.	✓	✓			
		POLICY 10.6.c: PEDESTRIAN AND BICYCLE CONNECTIONS: Use the trail system as a means to facilitate local pedestrian and bicycle connections, identifying missing links and links to future residential development (grade separated where appropriate).	✓	✓			

2019 Town Board Goals

The Project Team also reviewed the Town Board's 2019 Goals, and considered them through the development of this Plan.

Recommendation to Superior's Town Board

Weave arts and culture into Comprehensive Plan update

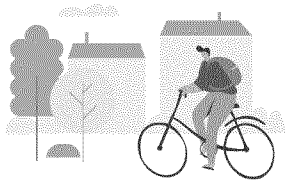
A strong public arts, culture and public space program has the potential to deliver a variety of benefits to a town, including greater civic engagement, stronger social connections and an improved sense of meaning and belonging. The Town's funding and support for Superior's Creative Placemaking Master Plan signals a desire to reap these rewards. To further enhance the positive impacts of the arts, we recommend that the Town integrate arts, culture and placemaking into multiple components of the revised Comprehensive Plan. Promising components from the current plan include the Vision, Economy, Community Engagement, Community Facilities and Services, Transportation and more.

Enhance Financial Stability and Business Retention

Ensure the Town's long term financial stability by diversifying revenue streams, reducing and restructuring existing debt, pursuing financial self-sufficiency of utility operations, and supporting local businesses.

Provide Excellent Public Services and Public Infrastructure

Continue to expand and improve services and infrastructure by prioritizing and funding infrastructure and service needs, and to pursue service-sharing opportunities and partnerships for regional infrastructure improvements.

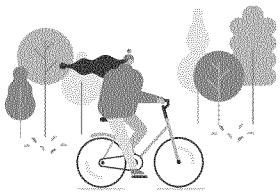


Engage Residents through Outreach and Marketing

Explore and initiate outreach and marketing methods that will continuously improve education, communication and meaningful dialog between the Town, its residents, homeowners associations, and advisory groups, in order to maintain and improve our quality of life and aid in decision-making that benefits the town as a whole.

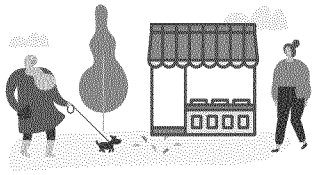
Strategically Manage and Enhance Open Space, Parks and Trails

Augment natural and developed open space and parks within the town through strategic acquisitions, development and management.



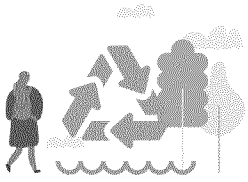
Promote and Manage Development Opportunities

Review development opportunities in a timely manner, reconciling public and private interests so that growth achieves the Town's long-term vision as stated in the Town's Comprehensive Plan (updated 2012).



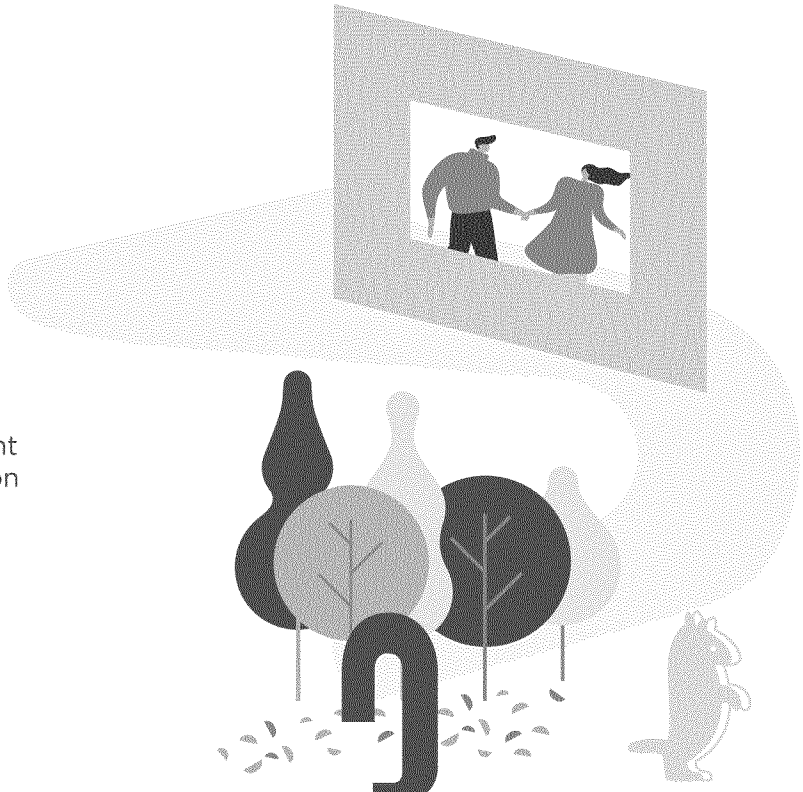
Support Environmental Sustainability

Continue implementation of this Goal through energy initiatives, promotion of water and energy conservation efforts, and possible expansion of Town programs and incentives.



Public Art Management Handbook

As part of the Creative Placemaking Master Plan, Town staff took on the development of a policies and procedures document for public art initiatives. The Cultural Arts and Public Spaces (CAPS) Advisory Committee reviewed, revised and approved the document.



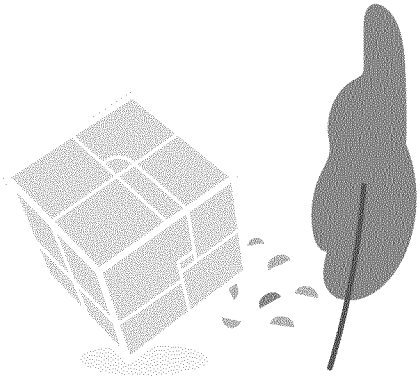
The Town of Superior Public Art Management Handbook sets standards for the art selection process and evaluation criteria:

1 The selection of locations for works of art.

2 The selection of works of art to be purchased or commissioned by the Town.

3 The selection of artists for projects, whether for permanent placement or temporary display.

The handbook is currently in development and will be completed in Q1 of 2020. Appendix II: Public Art Management Handbook contains the most recent version of the document.



Needs Assessment and Asset Mapping

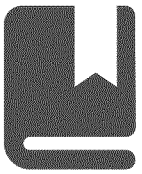
Prior to the development of this Plan, Superior's Cultural Arts and Public Spaces (CAPS) Advisory Committee began conducting a needs assessment to start the process of identifying the Town's priority areas and existing resources for creative placemaking.

The CAPS Advisory Committee identified the following needs to right.

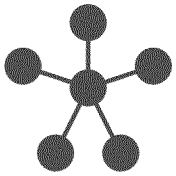
Additional detail is available in Appendix V: Needs Assessment. While the Project Team did not complete an official asset mapping exercise, this work nonetheless helped inform the public engagement efforts conducted through the development of this Master Plan.

Superior residents underscored the value and importance of the town's open space and trails, which offer great views and an array of routes through town, local events (such as Chili Fest and 4th of July Pancake Festival), and committed citizens who contribute to all aspects of public life. In addition to these key assets, locals also emphasized the high quality of life Superior offers and the fact that it is a great place to raise kids. They also identified the town's athletic offerings (including a top swimming program), great sports facilities (the Sports Stable and Community Park next to Rock Creek Village) and events such as running and cycling races as key assets. Finally, a high level review of Superior's assets would be incomplete without noting the aesthetic beauty of the town and its surroundings, as well noting residents' overall friendliness.

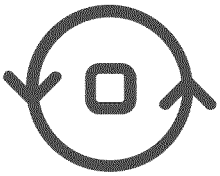
During public engagement, residents identified the need for more opportunities to live, work and play in Superior. They also touched on a desire for spaces that allow residents of all ages and backgrounds to gather and connect, as well as for more creative programming and steps to celebrate Superior's history.



Define arts and culture in Superior: Give Superior an identifiable cultural identity and sense of place.



Create interconnected experiences through visual, performing arts and applied arts in order to bring the community together and enliven underutilized economic areas.



Open a multi-purpose, year-round space for exhibitions.

Establish a public art program with policies, procedures, partners and on-going funding.

Notably, residents identified demand for indoor gathering spaces. The new community space at 1500 Coalton Road, as well as the community space planned for Downtown Superior, will help meet this demand. They also underscored demand for markets and additional dining opportunities. Downtown Superior has the opportunity to meet these needs and, in doing so, strengthen the local experience economy. Finally, residents expressed an overarching goal for experiences in town to be more fun.

High Level Overview Existing Culture, Arts and Public Space

Superior's first public art initiative came in the late-1980s and early-1990s, with the installation of a few bronze figurative sculptures in the Rock Creek Ranch subdivision. In the early 2000s, a few more bronze figures, overgrown flowers and sculptures of coal carts were installed in the Superior Marketplace development. Today, the town hosts a dozen sculptures. The next generation of art activity began in 2015, when the Town Board of Trustees convened a group of residents (the Public Art Working Group) to provide input about art for the US 36 Corridor, managed by the Regional Transportation District. In December 2016, the Town Board appointed Cultural Arts and Public Spaces Advisory Committee (CAPS) to envision and create engaging arts and cultural experiences, inspiring public spaces, innovative opportunities for community building, as well as to advise the Trustees on such matters.

The dedicated CAPS Advisory Committee members have completed several creative placemaking projects, including organizing six community parties in parks, offering art activities at community events, facilitating the selection and commissioning of a large-scale iconic sculpture (installation in 2019), painting pedestrian crosswalks and rotating a community-made mural.

In 2019, the Board of Trustees approved five years of funding (subject to annual appropriation) for arts and cultural activities, including hiring a consultant to facilitate a community master plan process and creating a full-time position for a Cultural Arts and Events Supervisor. The staff member is housed in the Parks, Recreation and Open Space Department and is responsible for facilitating the master planning process, coordinating five community events (Arbor Day, 4th of July Parade and Pancake Festival, Chili Fest and BV Beer Fest, Bike to Work Day and Skate with Santa) and implementing cultural arts activities, including public art selection and commissions.

Best Practices

To further support existing placemaking and wellbeing knowledge, and to ensure industry best practices were achieved, the Project Team conducted research on other similar cultural, arts, or creative placemaking master plans. We did this work prior to establishing specific engagement plans, and prior to proposing any placemaking recommendations for Superior.

While creative placemaking master plans are not yet common practice, the Project Team has identified many placemaking plans with a focus on arts and culture. We reviewed each plan and evaluated it for its potential takeaways and applicability to the work being done in Superior. As an initial step, we filtered master plans based on their relevance to Superior, considering the following points:

- Is the plan accessible?
- Is the plan visual?
- Does it detail a plan for public engagement?
- Is the scale of the project similar to Superior's?
- Does the plan have socioeconomic and/or geographic factors that are relevant to Superior's?

The Project Team did a detailed review of placemaking plans that were deemed relevant based on this criteria, evaluating both the process of plan development as well as the recommendations within the plan itself. Detailed findings can be found in Appendix X: Best Practices. The three plans that stood out as strong examples of creative placemaking and that ultimately contributed to the development of this Master Plan were:

- Bloomington, Minnesota: A Plan for Creative Placemaking in the South Loop
- Taos, New Mexico: Strong at Heart - Downtown Strategy Report
- Lakewood, Colorado: 40W Placemaking Implementation Plan

Learnings From The Community

Public & Stakeholder Engagement

Placemaking seeks to strengthen community and boost local economy through changes to the physical environment. Public engagement, therefore, is an essential part of successful placemaking, and it played a fundamental role in the development of this Plan.

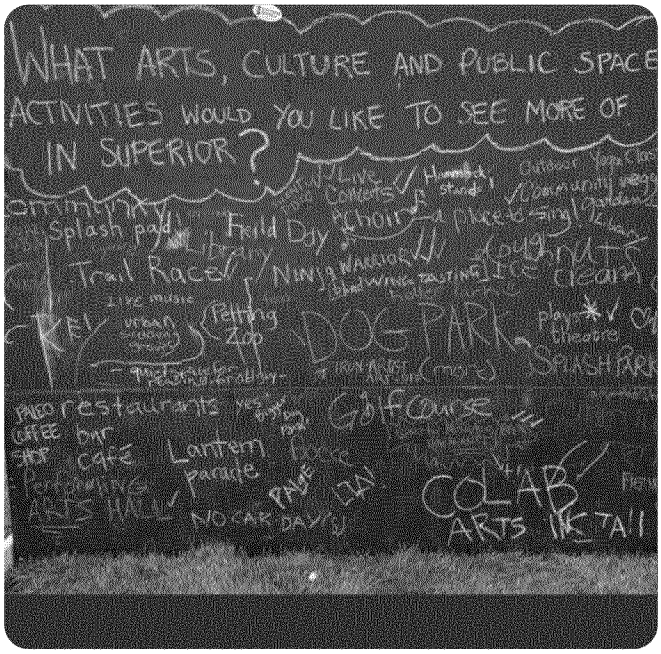
The Project Team engaged the general public in various events and specialized engagement activities over a period of six months. The goal was to understand residents' aspirations for creative placemaking in Superior.

- June 1, 2019: Project initiation
- June 24-27, 2019: Walking tours with CAPS Committee + Town Staff
- June-August 2019: Interviews with subject matter experts and local actors
- July 18, 2019: Superior Wellbeing Workshop
- July 20, 2019: Main Event: Superior Spectacular (Pop-up Booth)
- July 23, 2019: Happy City Dialogue
- September 7, 2019: Chili Fest (Pop-up Booth)
- September 21, 2019: Superior Shindig (Pop-up Booth)
- August 30 to October 8, 2019: Two rounds of digital engagement
- November 18, 2019: Presentation + Q&A with Town Board
- December 7, 2019: Don We Now Our Ugly Sweater Creative Placemaking Open House
- Monthly, June 2019-February 2020: Meetings with CAPS Committee

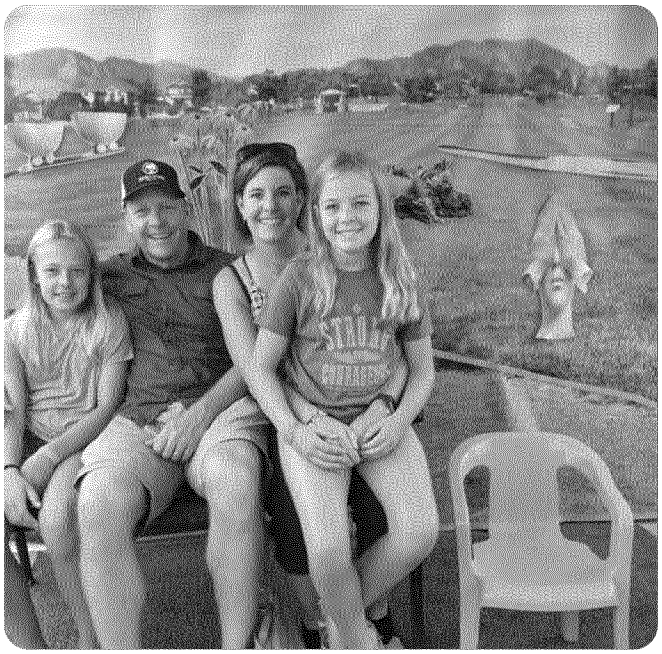
The main goals for this stage of work were to:

1. Inform the public about the creative placemaking master plan and engagement process

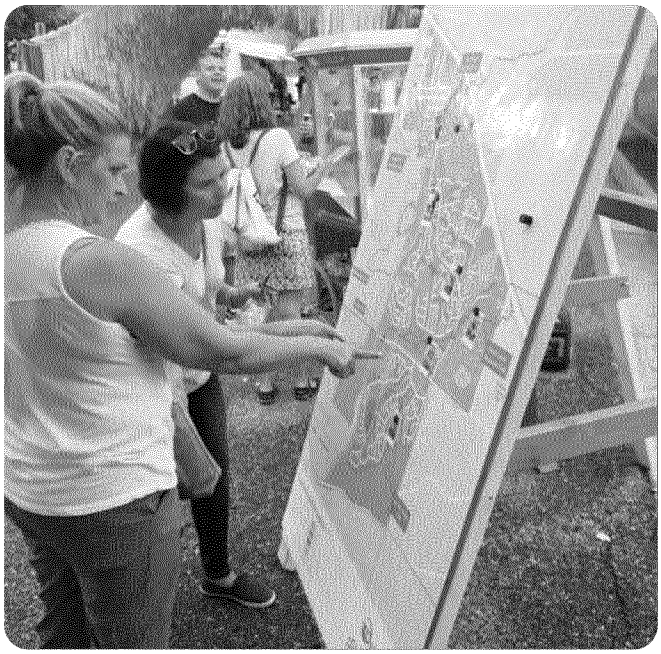
2. Understand Superior residents' aspirations for the future of their town



3. Gauge residents' interest in participating in placemaking initiatives



4. Build trust and create opportunities for all residents to provide feedback and contribute



Public Engagement Activities

The public engagement work conducted through the development of this Plan included interactive activities at Town events, an online questionnaire, interviews with the public, a workshop, as well as a public presentation on urban wellbeing and creative placemaking.

The Project Team conducted engagement from June through December 2019, beginning with one-on-one interviews with Town Board of trustees, CAPS members, subject matter experts and long-time Superior residents. Some interviews took the form of walking tours, during which Superior residents led Happy City through important locations in town. In July, the Happy City team participated in or led three engagement events. First was the Wellbeing Workshop, during which invited attendees collaborated and created early ideas for creative placemaking in Superior. Second, Happy City participated in the Main Event: Superior Spectacular, the Town's first immersive arts festival. At this event, the public was asked to select their favorite and least favorite places in town by participating in a photo booth and placing their photos on a large map. As a follow-up to this event, Happy City hosted a public presentation featuring additional engagement activities and an in-depth discussion of the impact of arts, culture and placemaking on wellbeing and economic growth.

Following these initial on-site engagement events, the Project Team created an online questionnaire and shared it with Superior residents, in order to engage a broader audience beyond event attendees. The questionnaire asked participants to share their preferences and ideas for potential creative placemaking initiatives, over two iterative rounds of questions.

In the fall and winter, the Project Team continued public engagement at the Town's popular Chili Fest event, a new CAPS-led event called the Superior Shindig, as well as a holiday-themed open house event in December called *Don We Now Our Ugly* Sweater. At each event, the public was asked to participate in sharing their ideas for the Plan by adding to the *Happy Places Map*, voting on suggested placemaking ideas, or proposing their own suggestions through the chalk wall or idea boards. Between each engagement event, the Project Team collected feedback, reviewed it and used it to inform and refine the following stages of engagement.

Inspired by Nature: Engagement Strategy

In order to achieve our creative placemaking goals, the Project Team knew that the Plan's engagement strategy needed to be inclusive, compelling and fun. Recognizing that different people have different opportunities and obligations that inform their ability to contribute to the project, we created multiple avenues for engagement.

We designed engagements at established public events such as The Main Event: Superior Spectacular, Chili Fest and the Superior Shindig in order to increase participation, as well as to boost the project's profile among a broad cross section of Superior residents. This enabled the team to reach residents who were not aware of the project as well as those who could not commit the time to a project-specific engagement.

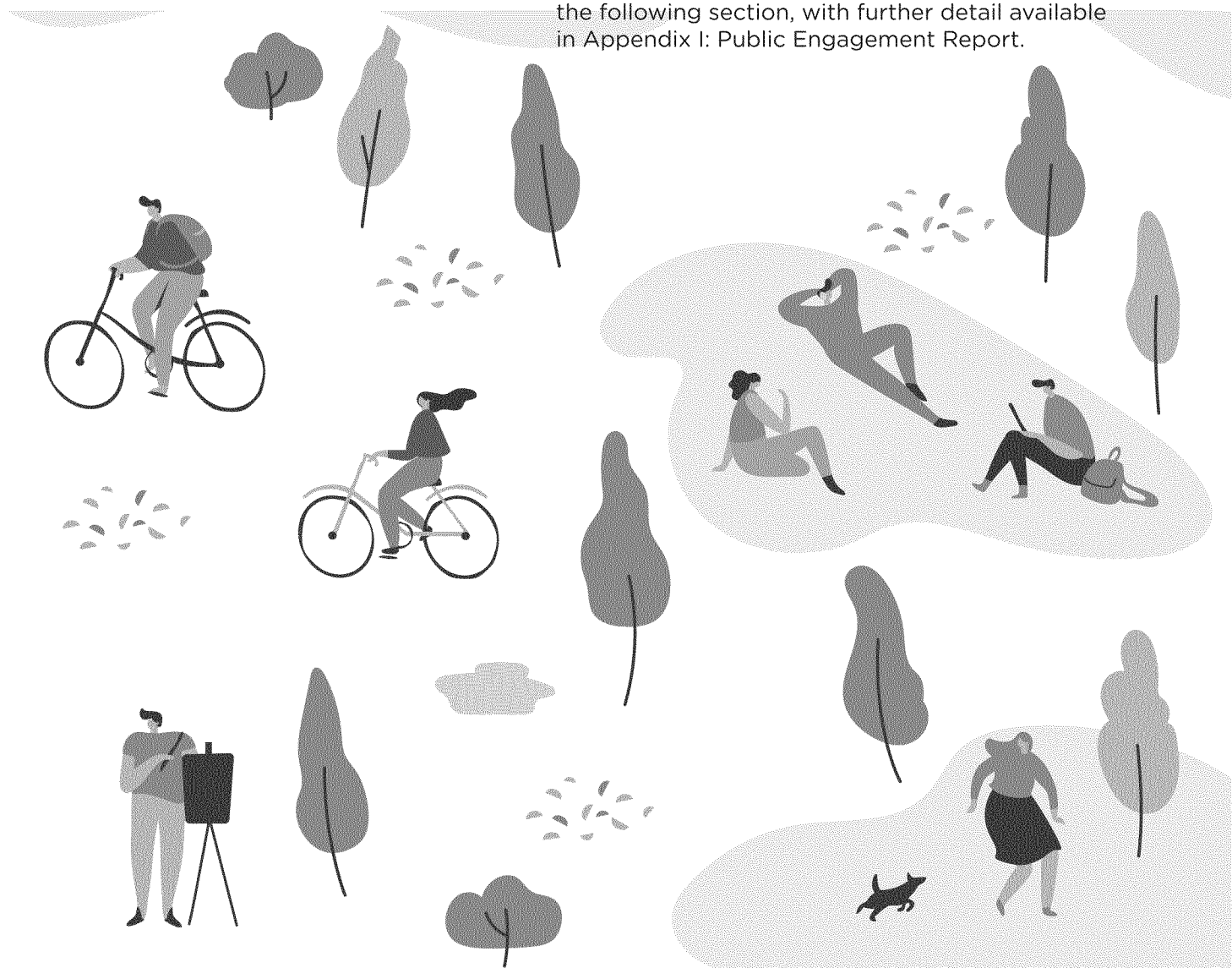
We knew that in-person events would work for many people, but recognized that many others would be unable to attend due to work schedules, caring for dependents and a host of other reasons. With that in mind, it was vital that in-person activities were complimented by online opportunities to weigh in. To fulfill this, the Town conducted two rounds of digital surveying. Questions were developed collaboratively by Town staff, the CAPS Advisory Committee and Happy City. To ensure alignment with other forms of engagement, some questions were used in both in-person and online engagements, while other online questions built on responses to earlier in-person activities. Questions from the first round of digital engagement fed into the second round. To enhance transparency, the Town shared results from both rounds upon completion. In addition to creating an additional way to participate in the project, the thoroughness of the digital engagement component also enabled deeper understanding of residents' interests and values. The Superior Dialogue event offered a third public engagement approach, where the team invited residents to an open, project-specific event. While participation at this event was limited, it served as a valuable platform for in-depth conversation among residents with a strong interest in the project. It also confirmed the value of piggy-backing off larger, pre-planned Town events, a strategy that was adopted for the remainder of the project.

Inspired by Nature: Engagement Strategy (continued)

Public engagement was fundamental to the success of this project. It will remain fundamental as the Town moves from strategy to action. Recognizing the limits to the depth of input that is possible through the rapid interactions that characterize engagement events and online participation, the Project Team facilitated engagement with targeted actors. This included one-on-one interviews, a Wellbeing Workshop and monthly meetings with the CAPS Committee. These activities served to deepen the Project Team's understanding of core creative placemaking issues in Superior while also making space for complex and challenging conversations. This approach enabled deeper reflection and the development of more sophisticated ideas that made their way into Superior's Creative Placemaking Master Plan.

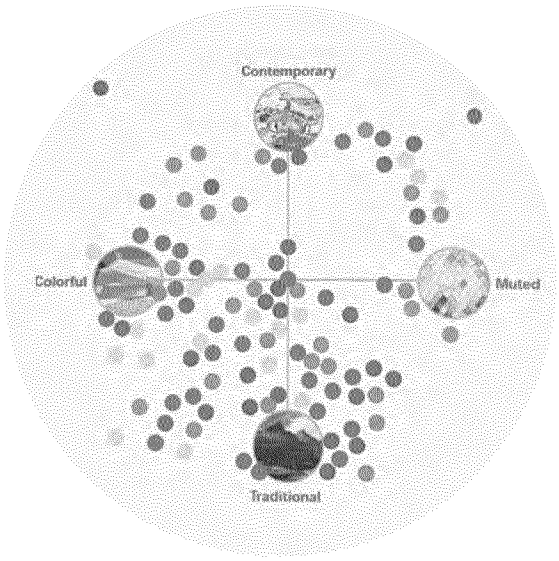
Stale air, discussions that run in circles, bored participants: these are a few elements of dull public meetings, and some of the reasons why many people choose to stay away. With this in mind, it was essential that the majority of public engagement activities for the Superior Creative Placemaking Master Plan were fun. This included a photo booth and popcorn machine at The Main Event: Superior Spectacular, music and dancing at Chili Fest and the Superior Shindig, and a photobooth, arts & crafts and delicious food at the Don We Now Our Ugly Sweater Open House, which took place upstairs from the popular Skate with Santa holiday event. By creating experiences that were fun for the whole family, the Project Team succeeded in showcasing the power of creative placemaking to a diversity of Superior residents while also offering a compelling reason to participate in the process, beyond exercising their citizen rights and responsibilities.

The result is a made-in-Superior Creative Placemaking Master Plan that reflects the town's interests, values and aspirations. Overarching findings from public engagement are outlined in the following section, with further detail available in Appendix I: Public Engagement Report.



What we heard – overarching themes

Superior is... Pleasant, friendly, beautiful, clean



Aspirations for the Plan:

- Enable residents to participate in community and enjoy arts and culture while staying in Superior
- Support community connection
- Diversify Superior's appeal: more fun!
- Strengthen the local economy
- Create a plan that welcomes all ages and abilities
- Recognize Louisville's (and Colorado's) creative growth
- Reflect an optimism about Downtown Superior
- Attract private amenities
- Strengthen a sense of identity

Town events: 10,000+ exposures
In-person interviews: 16
Wellbeing workshop: 23
Digital survey: 354 responses

What people want:

- Events: music & food
  - Especially food trucks
- Social opportunities
- An indoor community space
- Initiatives that enhance outdoor assets
- A brewery, taproom or bar
  - Even brewery/wine bar should have a kids area (big part of social life in town)
- To improve the look and feel of public places with art
- Art that is...
  - Functional
  - Interactive
  - Community-made
- Art forms that could take the forms of:
  - Land art
  - Kinetic art
  - Mural art
- Safer streets and mobility freedom
- Community wants to live, play and work all in the same place

Recommendations

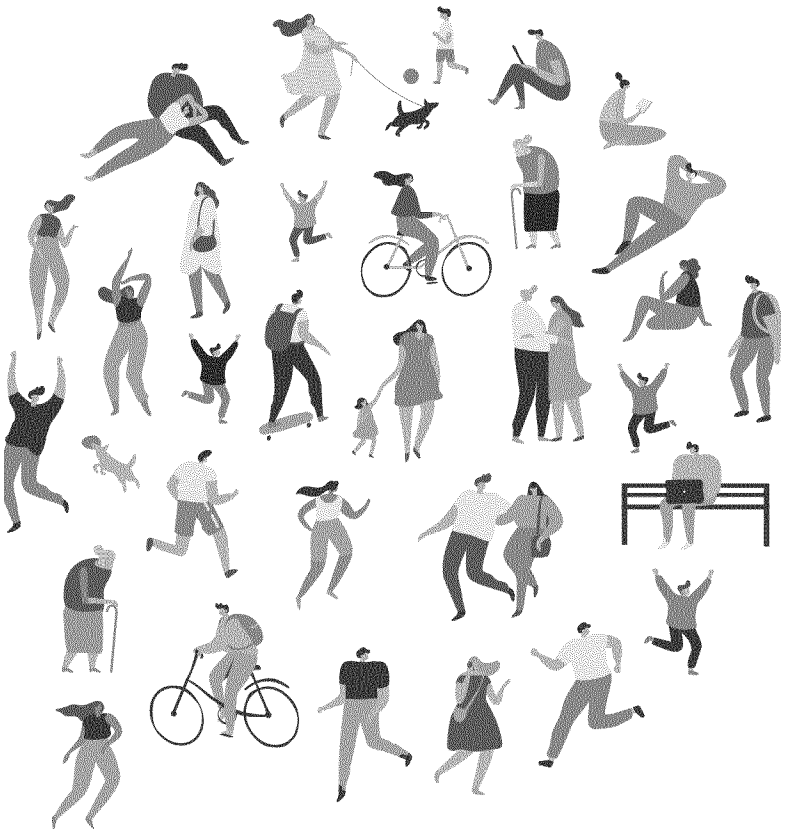
The diversity of needs, hopes and ideas that Superior residents shared have been combined with research and on-site analysis of Superior's arts, culture and public space strengths, as well as with wellbeing opportunities identified by the Project Team. This wealth of detail has been distilled into five big creative placemaking ideas:

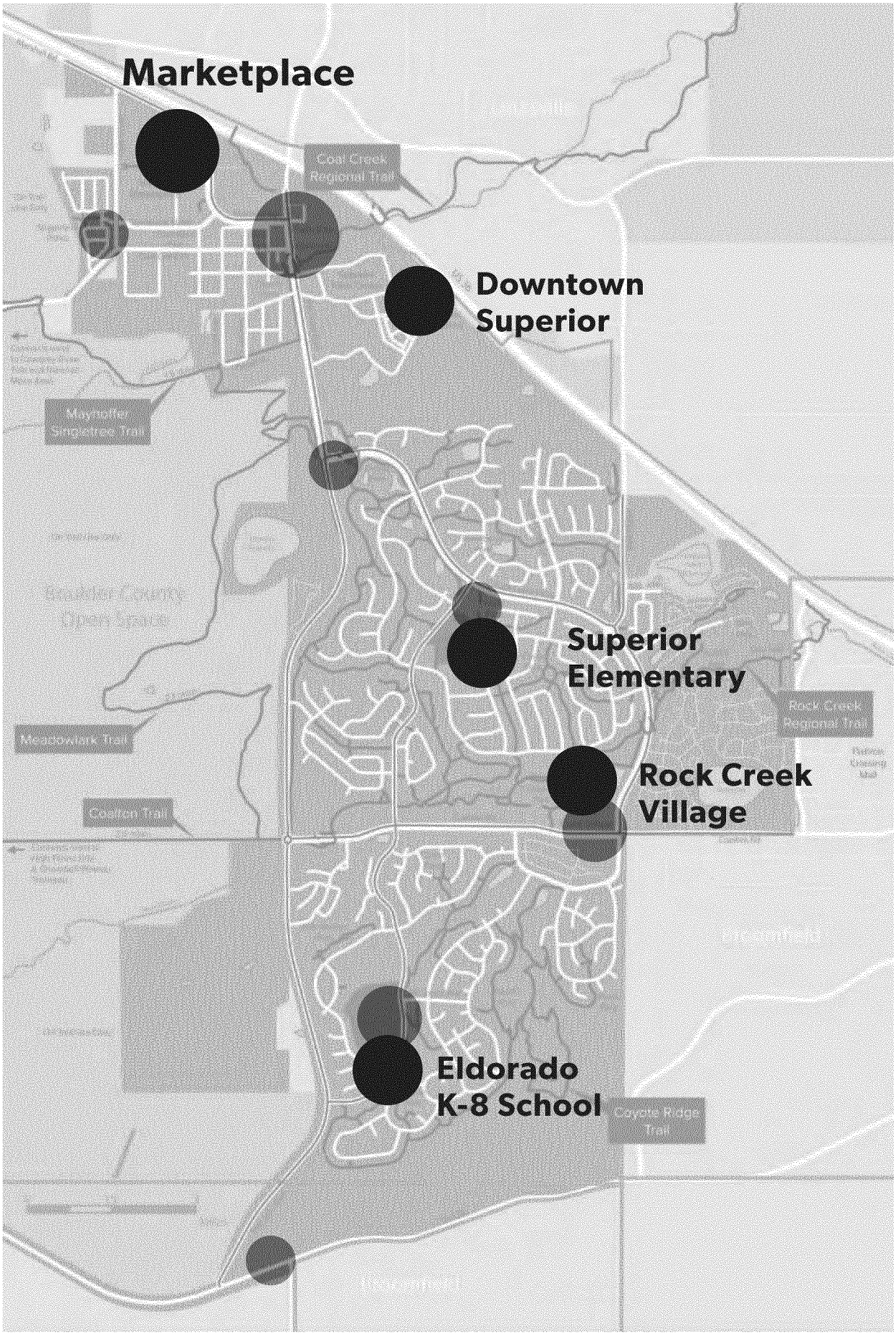
- The Superior Art Path
- Mobility Freedom for All
- Public Art
- Events and Programming
- Elevate Creative Capital

The following sub-section details each of these ideas. Each sub-section highlights the project goals it will achieve and the project principles it fulfills. This is followed by an explanation of why this approach fits for the town, evidence about how these activities can boost wellbeing in Superior, and specific initiatives that can help achieve the big idea. Some sub-sections also include additional information to help guide delivery of the big idea.

Strategic Creative Placemaking Clusters

Implementing new arts, culture and public space activities and interventions is essential to Superior's creative placemaking success. Equally important, however, is ensuring that residents, businesses and other local actors are aware of the positive changes that are taking place. Creating a critical mass of public art in key locations is an impactful way to make sure Superior residents see the improvements taking place. Based on results from the Superior Happy Mapping exercise, seven strategic clusters were identified. Recommendations for specific interventions that could be implemented at the respective clusters are detailed in the sections below. Co-locating arts and placemaking activities in clusters creates a powerful opportunity for the town to demonstrate creative sector action and send the message "you are in Superior" to residents and visitors alike.




Marketplace
Coal Creek Regional Trail
Downtown Superior
Maxmiller Singletree Trail
Superior Elementary
Rock Creek Regional Trail
Meadowlark Trail
Rock Creek Village
Coalton Trail
Eldorado K-8 School
Coyote Ridge Trail

1. The Superior Art Path

The *Superior Art Path* is a network of walking and cycling trails and pathways activated with public art installations and points of interest for arts and culture. Importantly, the *Art Path* also serves as a route that connects Superior neighborhoods, schools, parks and commercial centers. Once complete, the *Art Path* will allow residents to move freely and safely across town and act as an arts and cultural attraction for residents and visitors alike.

Project goals this idea achieves:

- Illustrate how arts, culture and creativity can create a sense of place, community identity and contribute to Town branding.
- Identify key near- and long-term actions to create opportunities to enliven and enhance public spaces throughout Superior with arts and cultural activities.
- Explore and demonstrate how creative placemaking can support and enhance the activities of Town programs.
- Shape a vibrant public art program, including outlining policies and procedures.
- Investigate art in private developments.
- Recommend new funding opportunities and ways to leverage resources.
- Uncover new partnerships to enhance the delivery of events and arts activities.
- Assess event activity in Town and nearby and recommend ways to increase quality.
- Establish measures of success to tell the story of our impact.
- Find new ways to encourage and support the creative economy and creative entrepreneurs.
- Identify opportunities to support social connection among residents and visitors of all ages.
- Economy and creative entrepreneurs.

Project principles this idea achieves

- Sociability
- Joy
- Health
- Equity
- Ease
- Resilience
- Meaning & Belonging

Why an Art Path in Superior?

During the extensive project engagement, Superior residents continually highlighted their appreciation for the town's outdoor spaces and their desire for more opportunities to walk, bike and roll through town. They expressed the desire for these journeys to be comfortable and easy, for themselves and their children. An *Art Path* that links Superior's schools, neighborhoods, parks and commercial centers will fulfill these aspirations while also literally and figuratively connecting residents throughout Superior's neighborhoods.

As the marquee element of Superior's creative placemaking efforts, the *Art Path* will serve as a dedicated spine on which to build out an array of creative placemaking interventions, from murals on the path and artistic lighting in underpasses to unique art pieces and distinct furniture. It will create additional opportunities to enjoy Superior's high-quality outdoor spaces and, in doing so, encourage healthy and sustainable lifestyle choices. Importantly, by creating a compelling new intervention that enables residents and visitors to enjoy a unique Superior experience that is directly connected to the town's commercial centers, the *Art Path* supports new economic opportunities that are balanced among Superior's retail centers. Finally, this compelling new attraction offers an interesting new platform for events that can strengthen Superior's cultural presence in the region.

Art Path: How does it support community wellbeing?

The *Art Path* will offer an array of wellbeing benefits for residents and visitors alike. When people are exposed to nature, they often experience positive health impacts, reduced stress and increased happiness. Walking, even for as little as 15 minutes per day, has been found to improve concentration, reduce the risk of cardiovascular health issues and improve sleep. An *Art Path* has the potential to support all of these health outcomes. For people who already engage in active transportation, the path will offer new and interesting routes for them to use. For those who are less active, the *Art Path* may increase the distances they move via active transportation: evidence demonstrates that people will walk farther in environments that are safe and interesting. The *Art Path* comes with age-specific benefits as well. Children who experience more opportunity for independent mobility have been found to be happier, more self-sufficient and physically active. Seniors with access to high quality walking paths engage in up to three and a half times more physical activity than those in car-centric environments.

Crowdsourced: The location and name for Superior's Art Path

Crowdsourced: The routes, art experiences and name for Superior's *Art Path*

Superior's *Art Path* is an ambitious project. Its success requires significant input from Superior residents, as well as an array of local stakeholders. This Plan includes potential routes for the path, however, determining the exact route through a community planning exercise is vital to year one of the path's development. To strengthen the sense of ownership and pride for the path among residents, we also recommend that the CAPS Advisory Committee and Town staff work with the Open Space Advisory Committee and the Parks, Recreation and Open Space Advisory Committee to undertake a community planning initiative to include route development and a naming exercise.

Further, Happy City has proposed a series of interventions and aesthetic approaches that are informed by feedback from the Plan's public engagement activities, wellbeing evidence and our perceptions of aesthetics that are well-suited aesthetics to Superior. This provides a foundation for implementation. To ensure that the *Art Path* meets the aesthetic preferences of nearby residents and businesses and that it reflects the character of the respective neighborhoods through which it passes, we recommend opportunity for further community input. Importantly, final selection for art installations that will be included in the Plan will be guided by the Public Art Management Handbook in development by the CAPS Committee and Town staff.

Potential for additional funding

The *Art Path* can have a transformative impact on arts and culture in Superior. Together with several of the interventions outlined in *Mobility Freedom for All,* it also has the potential to garner additional funding through grants. Numerous arts & culture grants in Colorado and across the US include a social equity, inclusion or accessibility component. Superior's relative affluence limits the likelihood of success in applying for these grants. Notably, by combining arts and culture with health and wellbeing, the *Art Path* and *Mobility Freedom for All* create opportunities for additional funding by tapping into grants focused on health, transportation safety or the outdoors.

Promising grants that can provide additional funding for the *Art Path* include the Great Outdoors Colorado (GOCO) Grant, which among other things can be used to improve and maintain parks, trails and open space. The NextFifty Initiative, Colorado-based foundation that seeks to improve quality of life among populations over the age of 50 and will fund community design initiatives for aging populations presents a second opportunity. Notably, the Colorado Department of Transportation offers Colorado Safe Routes to School grants of $100,000 to $500,000. These grants can be used for capital projects, including signage, walking and biking infrastructure improvements and other interventions that encourage safe school commutes within a 2-mile radius of K-8 schools. With two primary schools and nearly of the households home to children under 18, this grant, which runs on two year grant cycles, is particularly well-suited for Superior.

Learn More

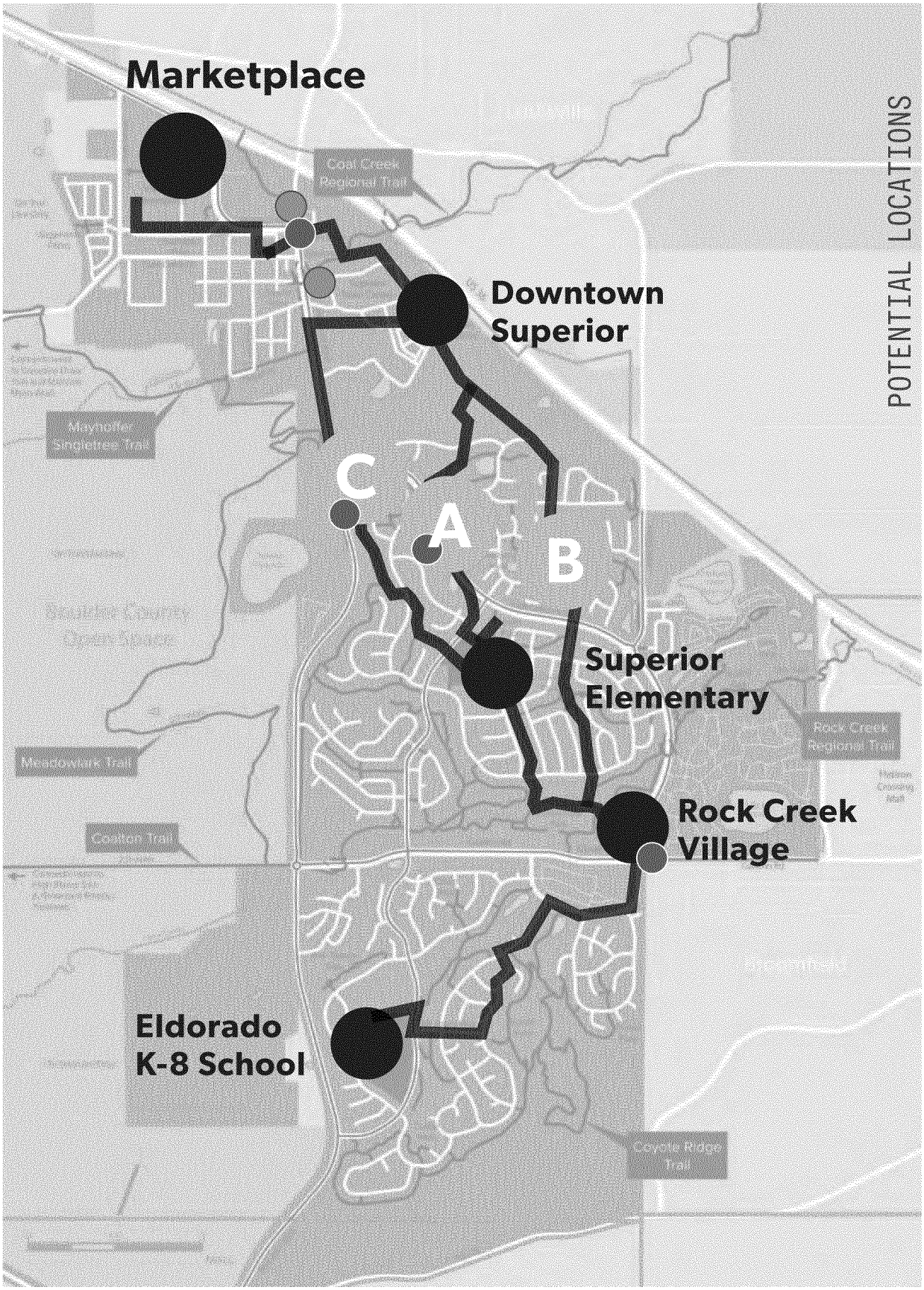
Burnfield, J. M., and C. M. Powers, 'Normal and Pathologic Gait,' in Orthopaedic Physical Therapy Secrets, eds Jeffery D. Placzek and David A. Boyce (Philadelphia: Hanley and Belfus, 2006).

Lorch, Brian, 'Auto-dependent Induced Shopping: Exploring the Relationship Between Power Centre Morphology and Consumer Spatial Behaviour,' Canadian Journal of Urban Research, 2005: 364–84.

Gatersleben and Uzzell, 'Affective Appraisals of the Daily Commute,' 416–31. O'Brien, Catherine, 'Sustainable Happiness: How Happiness Studies Can Contribute to a More Sustainable Future,' Canadian Psychology, 2008: 289–95.

Timeline

2020: Art Path Planning	$15,000
2021: Art Path Implementation 1	$50,000
2022: Art Path Implementation 2	$70,000
2023: Art Path Planning + Implementation	$23,000
2024: Art Path Implementation 3	$65,000


Marketplace
Downtown Superior
C
A
B
Superior Elementary
Rock Creek Village
Eldorado K-8 School
POTENTIAL LOCATIONS
Coal Creek Regional Trail
Rock Creek Regional Trail
Coyote Ridge Trail
Signal Boxes
Artistic Lighting in Underpasses
Schools & Commercial Areas
Potential Route Alternatives
Potential Art Path Routes

Interventions

Artistic lighting in underpasses

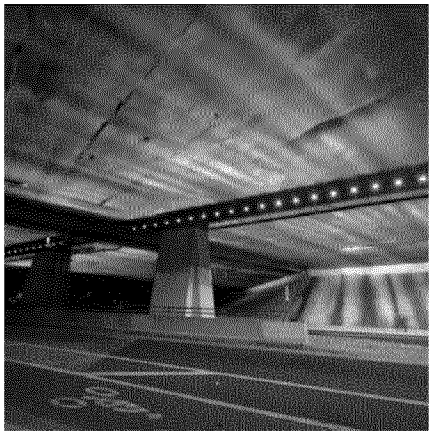
Artistic lighting can provide both aesthetic and functional enhancements to a route or space. Using lighting to illuminate underpasses will make these pedestrian and cycling paths safer, more appealing and more accessible for Superior residents. The Project Team recommends two installations within the five year plan.

Public furniture

Public furniture can serve as both a place for rest, as well as an opportunity to engage in social interaction for residents. The Project Team recommends placing furniture every 400 feet along the *Superior Art Path*, in varying forms, to ensure the needs of children and seniors are met.

Signal boxes

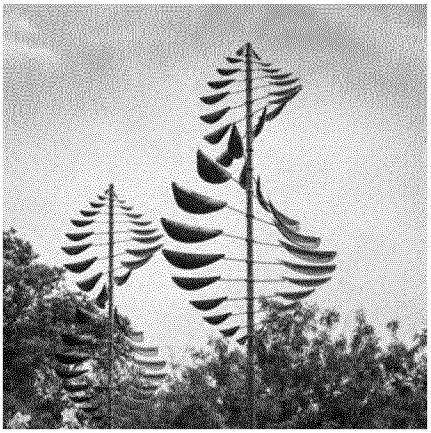
Signal boxes offer an effective opportunity for artistic interventions. Art wraps over existing signal boxes allow the Town to enhance existing infrastructure in a creative and relatively low-cost way. The Project Team recommends five to ten art wraps on signal boxes over the duration of the Plan.



Types of Art

Art along the route can take many forms. A community engagement process and the procurement policy outlined in the Public Art Management Handbook, included as Appendix II, will be essential to determining the exact art pieces included along the trail. However, the following types of art offer inspiration for what could be implemented.

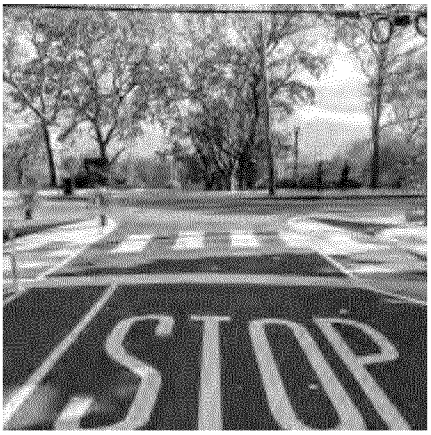
Kinetic sculptures



Additional lighting

Ground murals

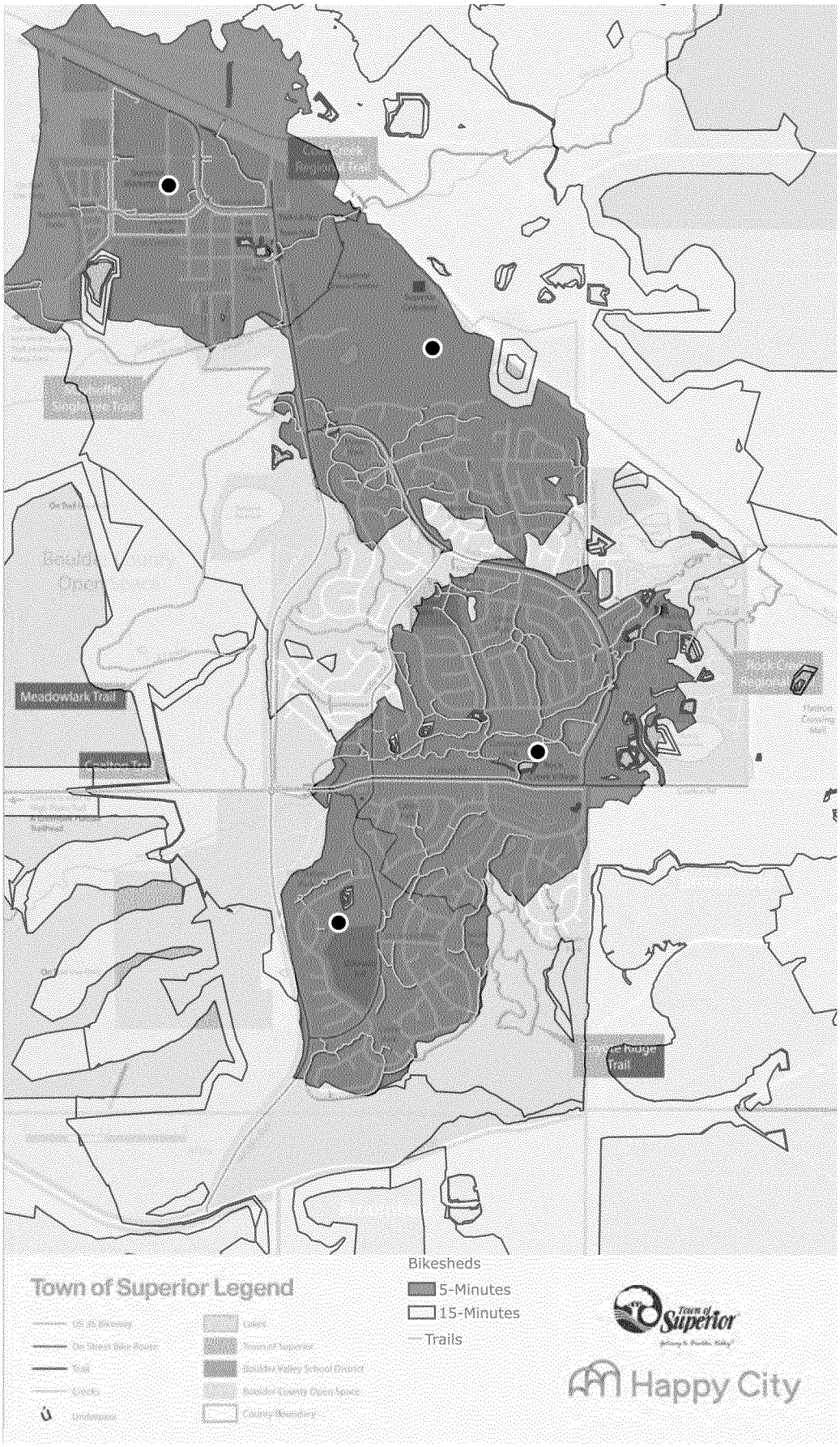
Functional-safety



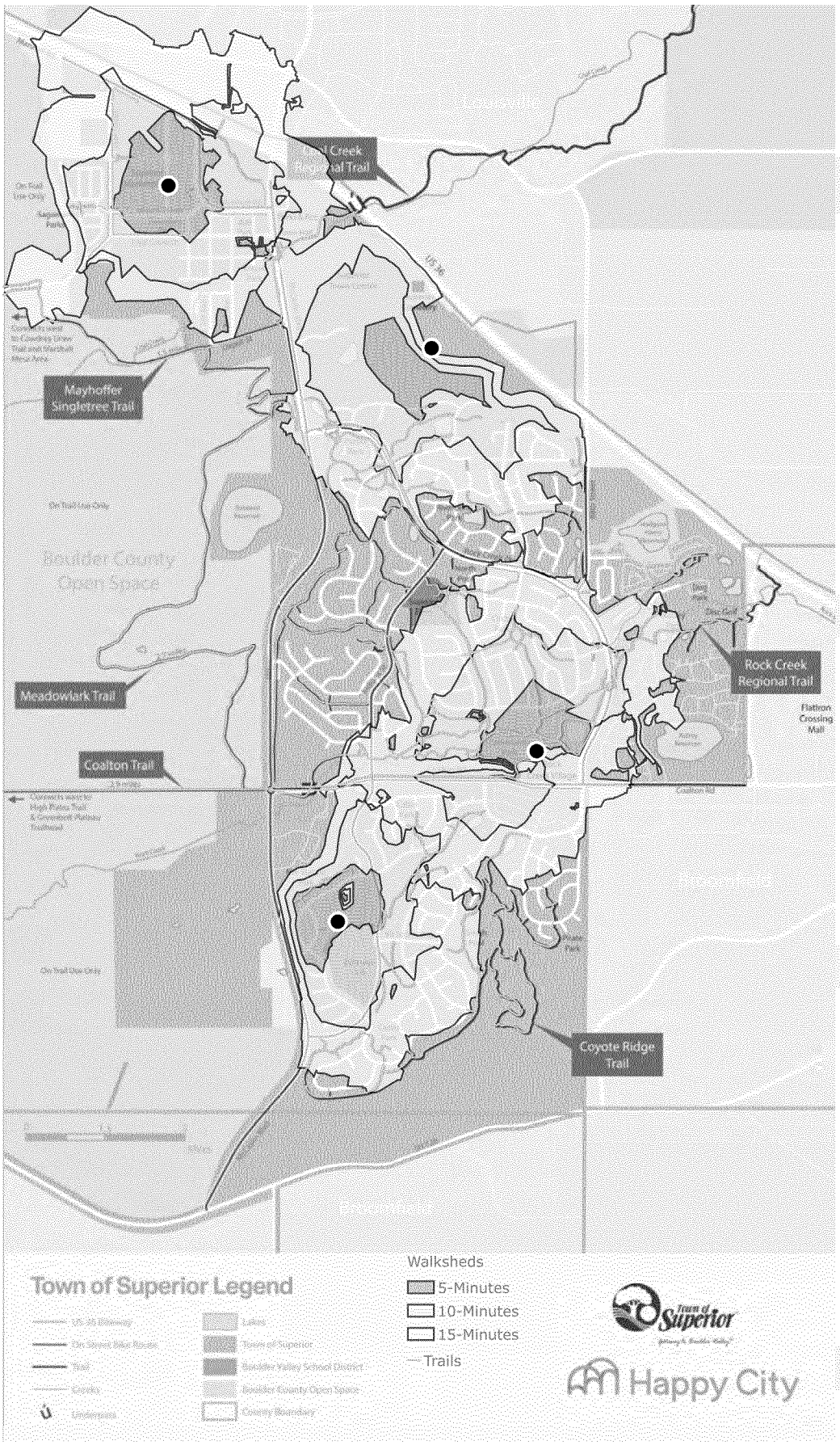
Murals

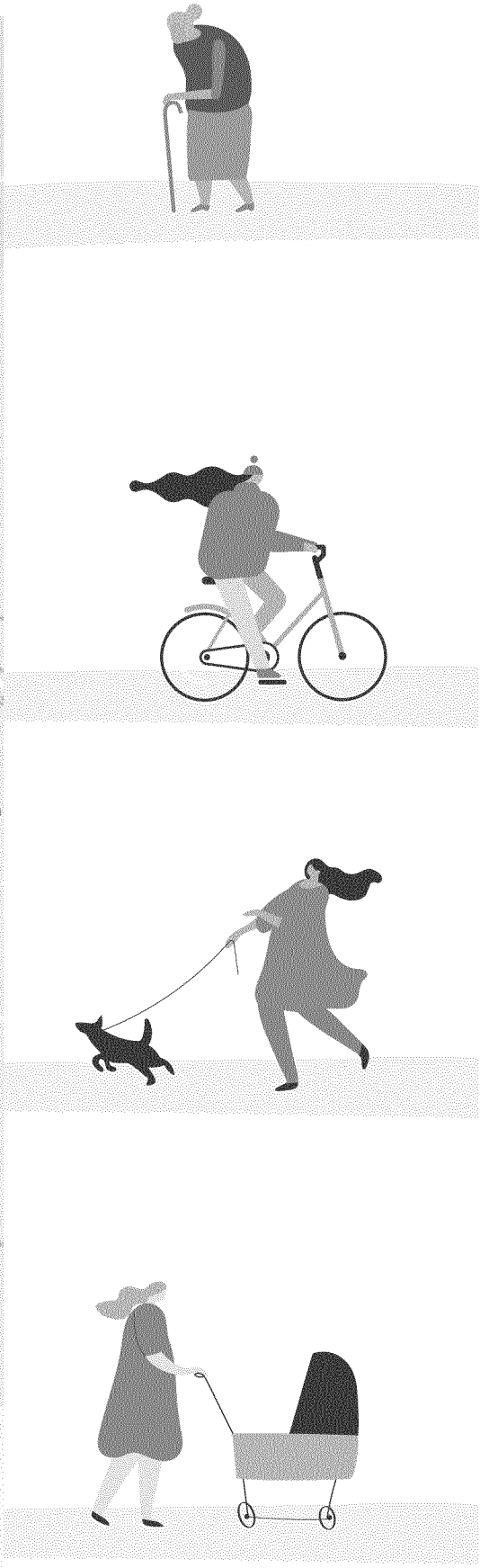
Community sculptures & Community created art

In many cases, people overestimate how long it will take to walk or bike to a destination, while underestimating the time it takes to drive. As these maps illustrate, whether it's on foot or by bike, Superior residents can move through their town in a timely manner using active transportation. The *Superior Art Path* will enhance active transportation options and support mobility freedom by making these swift journeys more fun and



Walk and Bike Shed





2. Mobility Freedom for All

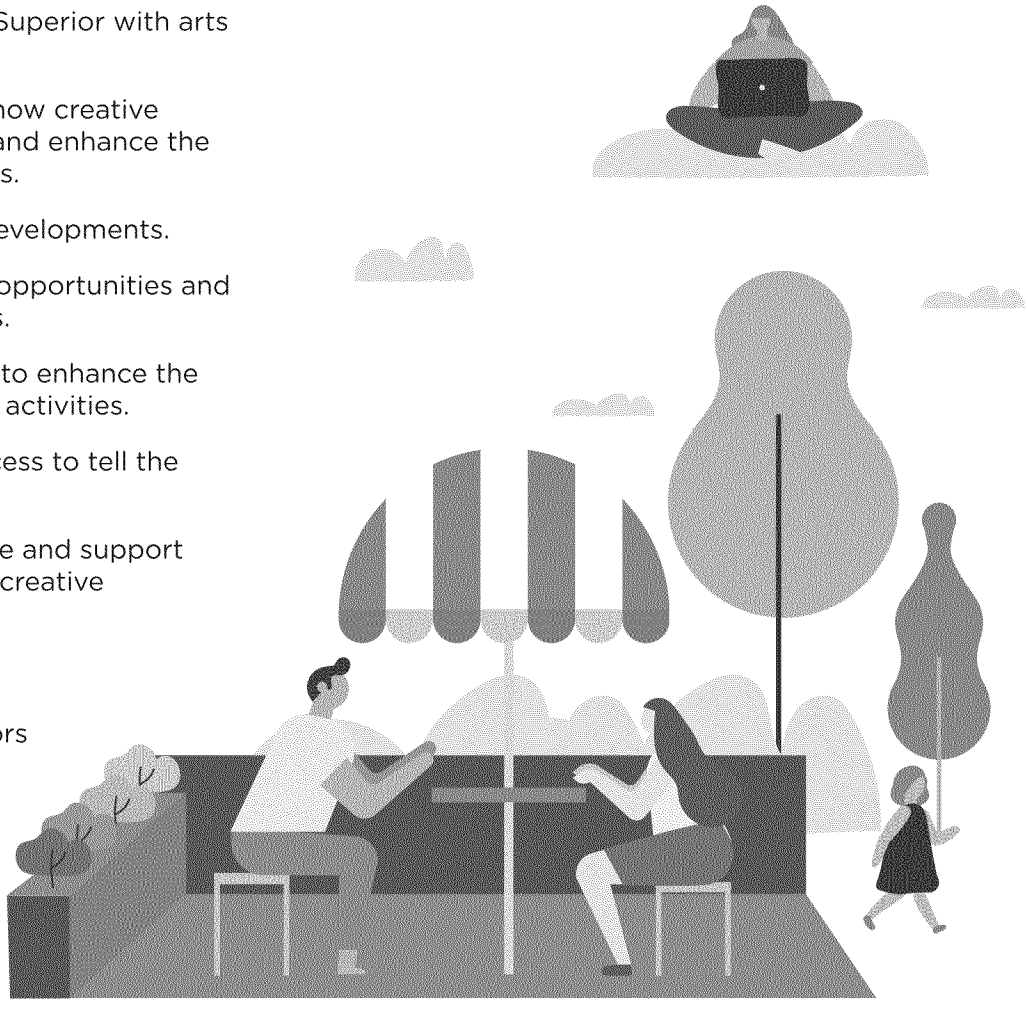
Mobility Freedom for All combines public art with transportation safety to create safer, more accessible streets for pedestrians, cyclists and drivers alike. By incorporating art into traditional safety elements like crosswalks, intersections and parking lots, the Town will boost wellbeing by promoting safer mobility for all residents, while simultaneously increasing the presence of vibrant, local art in the community.

Project principles this idea achieves

- Sociability
- Joy
- Health
- Equity
- Ease
- Resilience
- Meaning & Belonging

Project goals this idea achieves:

- Illustrate how arts, culture and creativity can create a sense of place, community identity and contribute to Town branding.
- Identify key near- and long-term actions to create opportunities to enliven and enhance public spaces throughout Superior with arts and cultural activities.
- Explore and demonstrate how creative placemaking can support and enhance the activities of Town programs.
- Investigate art in private developments.
- Recommend new funding opportunities and ways to leverage resources.
- Uncover new partnerships to enhance the delivery of events and arts activities.
- Establish measures of success to tell the story of our impact.
- Uncover ways to encourage and support the creative economy and creative entrepreneurs.
- Identify opportunities to support social connection among residents and visitors of all ages.



Why Mobility Freedom For All?

Humans need to walk just as birds need to fly. All people should have the opportunity to move safely and with ease under their own power and with the peace of mind that their children can too. By coupling public art and transportation safety, Superior has the opportunity to promote health and safety while simultaneously creating vibrant art. In doing so, the Town can take a dual approach to ensuring that art sparks joy and boosts happiness. Employing art to establish *Mobility Freedom for All* in Superior will also increase safe mobility options for non-driving residents. Recognizing that no one under the age of 16 can drive and that many seniors also give up driving – demographics that make up nearly one third of Superior's population – this effort will also support greater independence for a diversity of Superior residents. Finally, safer streets offer greater ease for parents in letting their children walk and cycle to school. In turn, this reduces the school pick up and drop off pressure on working parents. Minimizing this pressure can further improve traffic safety, as late parents won't need to speed to schools to avoid a late pick up, while also reducing congestion. This will result in time savings for people and a reduced impact on the environment.

Mobility Freedom for All: How does it support community wellbeing in Superior?

Vulnerable people, including children, seniors and/or people with mobility barriers, are hit by cars at higher rates than other pedestrians. Distinct and appealing interventions such as creative crosswalks and artistic bump-outs can reduce their vulnerability while strengthening and diversifying Superior's public art portfolio. Notably, evidence suggests that distinct crosswalks can reduce driver speeds on residential streets, improving safety for everyone. Improving the pedestrian experience can increase the share of trips made on foot, which has the potential to reduce vehicle emissions and support environmental sustainability. In this case, interventions to achieve *Mobility Freedom for All* could compound reductions in vehicle emissions by reducing pick up and drop off rates by private cars at local schools. Finally, children who are able to navigate their neighborhoods independently tend to have higher rates of physical activity, know more of their neighbors and have stronger social relationships. By investing in artistic interventions that support *Mobility Freedom for All*, Superior can strengthen its public art offerings, improve independence among an array of residents, help the environment and enhance social connection. This strategic effort has the potential to improve quality of life for everyone who calls Superior home.

Learn More

"Social Capital and Walkability as Social Aspects of Sustainability" by Shannon H. Rogers, Kevin H. Gardner and Cynthia H. Carlson

"Implications of Walkability Towards Promoting Sustainable Urban Neighbourhood" by Diyanah Inani Azmi and Hafazah AbdulKarim

"Walkability, Land Use and Physical Activity" by Yehua Dennis Wei, Weiye Xiao, Ming Wen and Ran Wei

Proposed Interventions

Creative Crosswalks

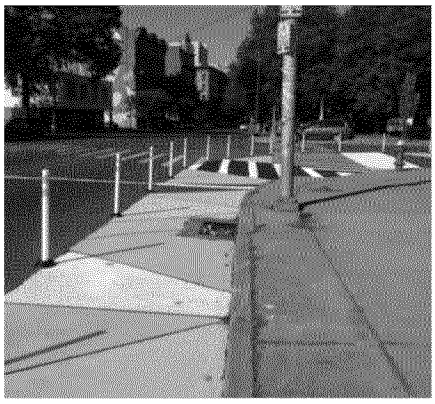
Painted crosswalks offer a creative opportunity to transform traditional safety elements with unexpected elements of art. The addition of creative crosswalks will also help improve safe mobility and promote walking in Superior. The Project Team recommends two creative crosswalks within the five-year duration of this Plan.

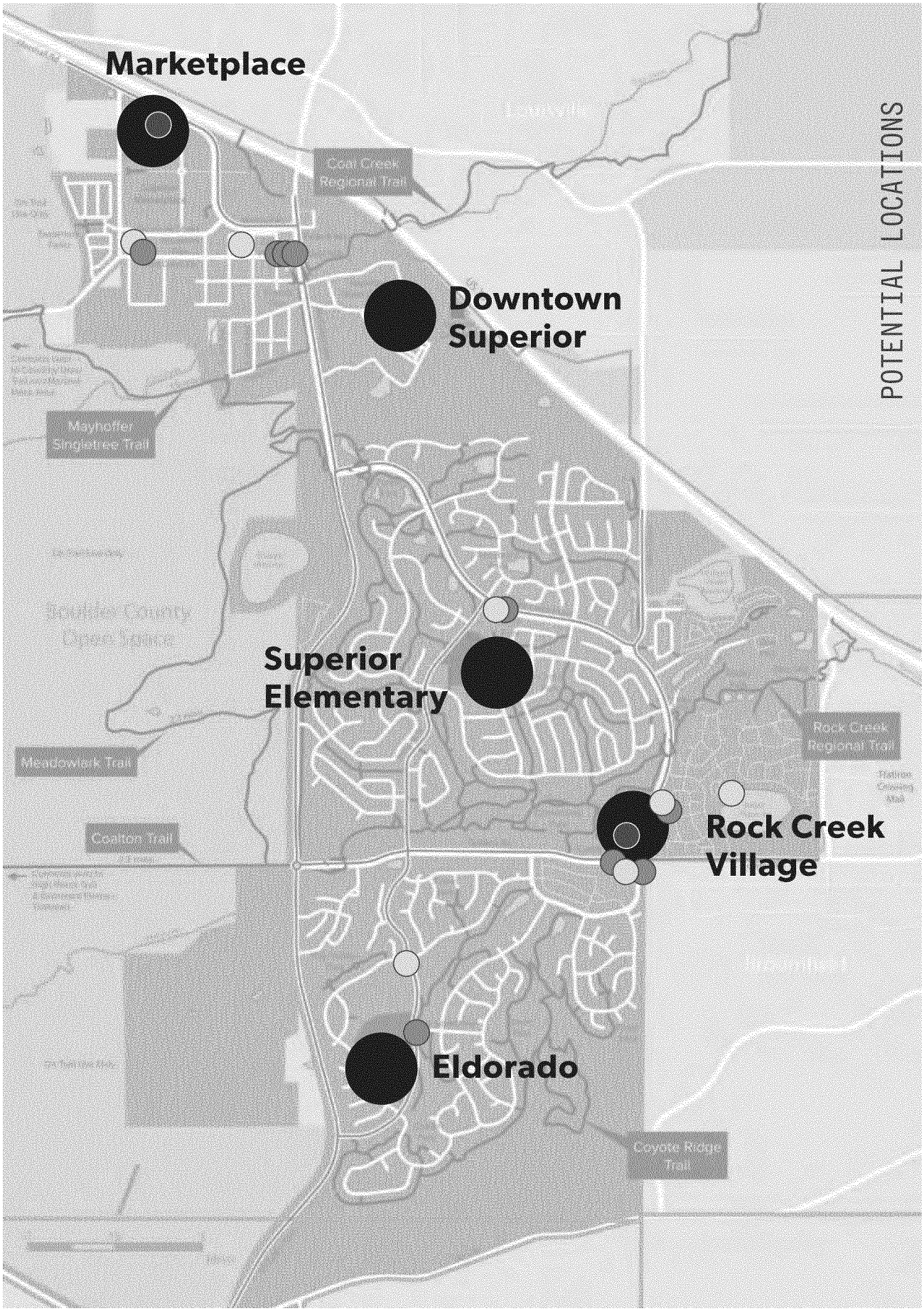
Artistic bump outs

The addition of bump-outs at key intersections in Superior can also help improve mobility safety, by shortening the crossing distance for pedestrians and encouraging vehicles to slow down and drive more cautiously. The use of colorful paint at bump-outs offers another creative opportunity to incorporate the arts within traditional road safety elements. The Project Team recommends two locations for artistic bump-outs over the five-year plan.

Parking lot activations

Parking lot activations can take advantage of the surplus of unused parking stalls in Superior's commercial centers by converting them to public spaces through collaboration with art fairs or other pop-up activations. These interventions require collaboration with site owners and are recommended as privately-led initiatives; none are directly budgeted into this Plan.




Marketplace
Downtown Superior
Superior Elementary
Rock Creek Village
Eldorado
POTENTIAL LOCATIONS
Coal Creek Regional Trail
Mayhoffer Singletree Trail
Meadowlark Trail
Coalton Trail
Rock Creek Regional Trail
Coyote Ridge Trail
Artistic Bump Out
Creative Crosswalk
Parking Lot Activations
Schools & Commercial Areas

3. Public Art

A simple, yet effective area of focus: prioritizing the installation of public art across Superior will contribute to building the town's identity while also creating more vibrant and attractive spaces for residents to gather and connect. By placing various forms of public art across town, Superior can not only increase its contribution to Colorado's arts and culture but also boost the town's economic growth by attracting and retaining more visitors and residents.

Project principles this idea achieves

- Sociability
- Health
- Joy
- Meaning & Belonging

Project goals this idea achieves:

- ✔ Illustrate how arts, culture and creativity can create a sense of place, community identity and contribute to Town branding.
- ✔ Identify key near- and long-term actions to create opportunities to enliven and enhance public spaces throughout Superior with arts and cultural activities.
- ✔ Shape a vibrant public art program, including outlining policies and procedures.
- ✔ Investigate art in private developments.
- ✔ Uncover new partnerships to enhance the delivery of events and arts activities.
- ✔ Uncover ways to encourage and support the creative economy and creative entrepreneurs.
- ✔ Identify opportunities to support social connection among residents and visitors of all ages.

Why Public Art in Superior?

Public Art has the potential to strengthen Superior's identity among residents and pique the interest of people in neighboring towns, as well as visitors to Boulder County. A sustained five-year *Public Art* program can highlight Superior's appeal among a new generation of residents, helping to attract young people and families who would intend to settle in the area. In doing so, *Public Art* can help to attract and retain a highly skilled, mobile and attractive demographic to Superior. Further, *Public Art* can enhance Superior's presence and contributions to Colorado's thriving arts and culture scene.

Public Art: How does it support community wellbeing?

Arts and culture play an important role in supporting wellbeing. They are linked with better physical and mental health outcomes, as well as increased life-satisfaction, among nearby residents. In the Soul of the City study involving interviews with 43,000 Americans, the Knight Foundation found that people prioritized a town's openness to diversity, aesthetic attractiveness and opportunities for social connection when making decisions about where to live. These factors not only played a role in attracting people, but also in retaining them. Creative placemaking, along with broader arts and cultural activities, plays an important role in achieving and reinforcing these key characteristics.

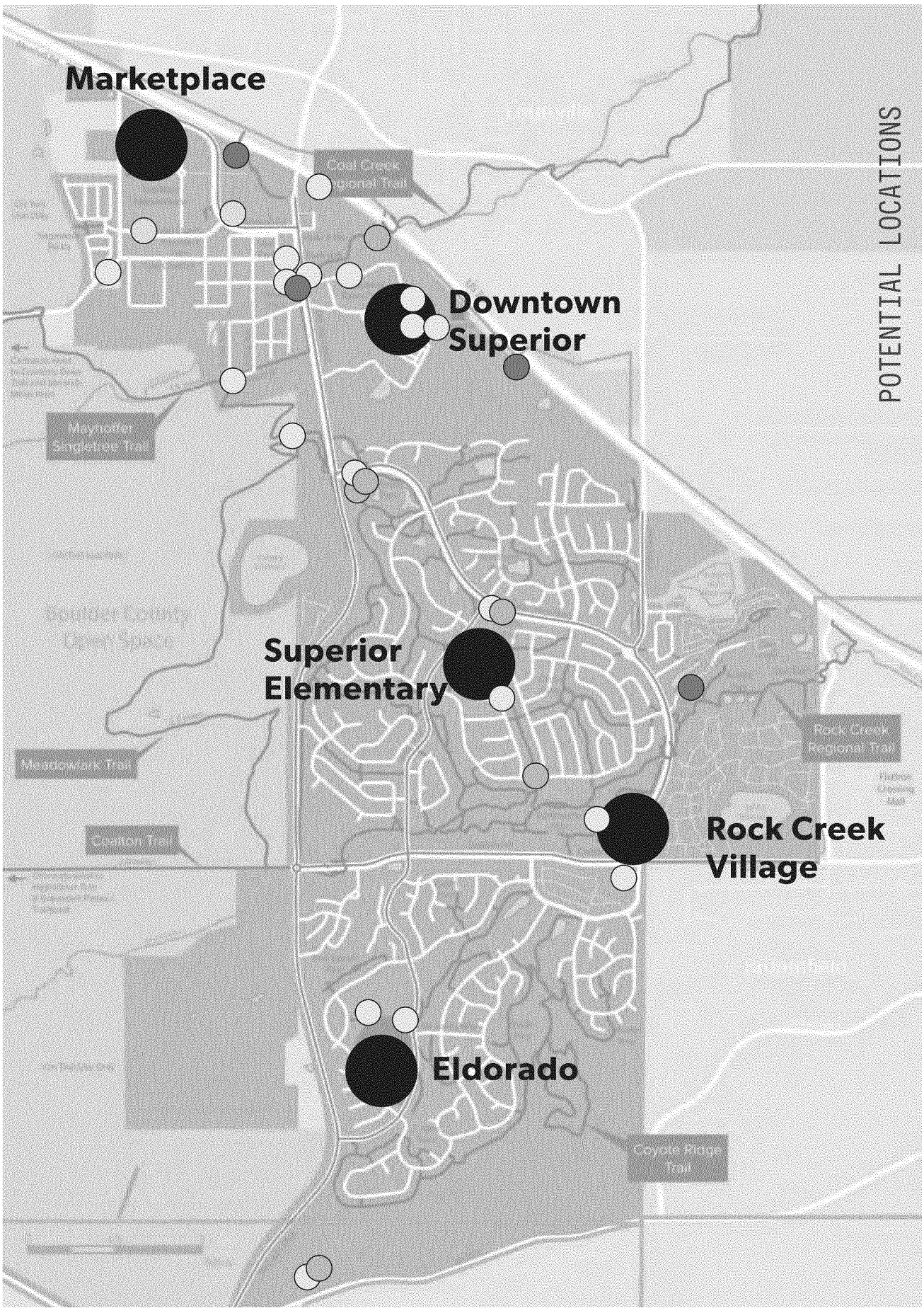
Further, *Public Art* and cultural events promote social connection and increase community volunteerism. This is already evident in Superior, where more than 430 volunteers dedicated more than 2900 hours of time to events, creative placemaking and open space in 2018. Additional public art activities present new opportunities to reinforce both.

Learn More

"The Arts & Individual wellbeing in Canada" Hill, Kelly (2010).

Soul of the Community, Knight Foundation (2010).

The Rise of the Creative Class: And How it's Transforming Work, Leisure, Community and Everyday Life. Florida, R. L. (2002). New York, NY: Basic Books.


Marketplace
Downtown Superior
Superior Elementary
Rock Creek Village
Eldorado
POTENTIAL LOCATIONS
Coal Creek Regional Trail
Rock Creek Regional Trail
Meadowlark Trail
Coalton Trail
Coyote Ridge Trail
Life-sized Picture frame
Relocated Coal Carts and Sunflowers
Pop-Up Iconic Sculptures
Kinetic Art
Murals
Schools & Commercial Areas

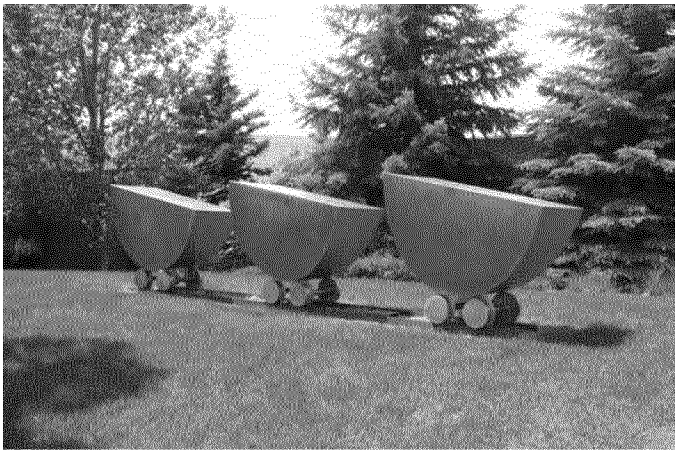
Proposed Interventions

Iconic sculptures

The installation of iconic sculptures across Superior provides an opportunity to develop Superior's brand and identity. Building on the work done by the CAPS Advisory Committee – incorporating prairie dog art into town events – prairie dog sculptures can be designed and placed at multiple locations to highlight animals and other things that are important to Superior's identity. Following the two year implementation of prairie dog sculptures, others such as big horned sheep, eagles or other important icons should be considered. Implementing an array of Superior-specific sculptures will complement other creative placemaking efforts to achieve a clear sense that "You are in Superior" for both residents and visitors alike.

Relocate the Coal Carts & Sunflowers at Marketplace

The Coal Carts and Sunflowers are two existing pieces of art in Superior Marketplace. In line with the high-level goals of this Master Plan, as well as recognizing existing Town agreements, the Project Team recommends that these two art pieces be relocated to more prominent locations in Superior Marketplace.

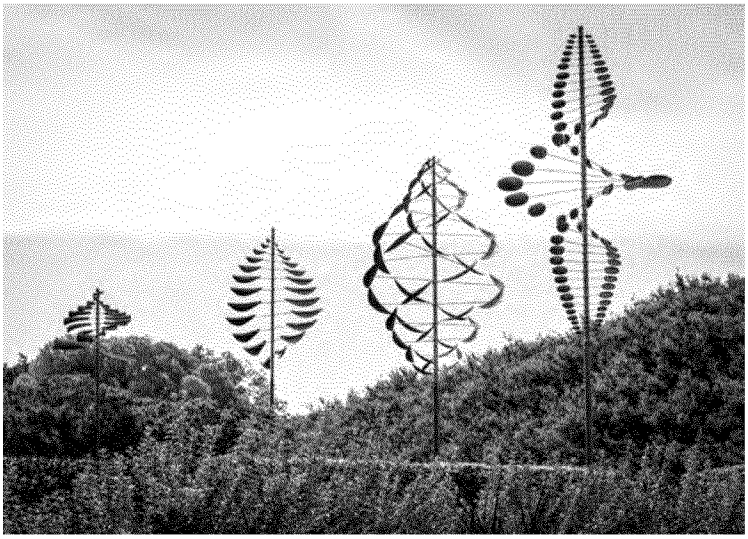


Life-sized picture frame

Town staff have identified a life-sized picture frame as a potential new local art piece to acquire. This one-time investment will help build the town's art collection, and will also serve as an iconic destination for residents and visitors alike, further contributing to Superior's placemaking goals.

Kinetic Art

With its visual appeal and imagination-sparking style, kinetic art received notable support through stages of public engagement. It is therefore recommended that, over the five-year span of this Plan, one kinetic art piece is purchased and installed at a prominent location in Superior, ideally along the Art Path.

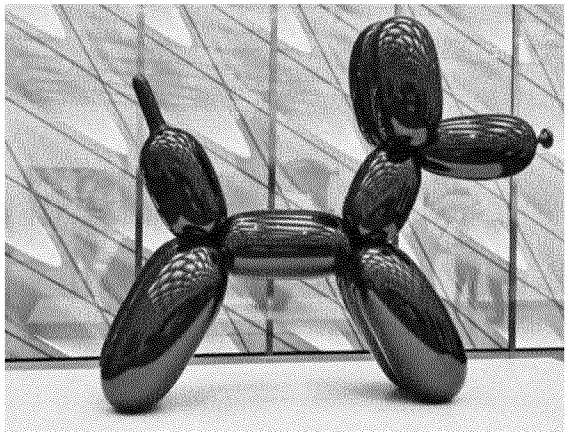


Murals

Murals represent another relatively simple way to transform underused surfaces in town into works of art. The Project Team recommends that over the next five years, one mural is painted at a pedestrian- and bike-friendly location to simultaneously support active mobility. Funding for murals can be covered through Downtown Superior's Tax Increment Financing.

Local competition or exhibition on loan

Acting as a host for a local art competition or exhibition would have a significant impact on Superior's placemaking efforts. This intervention has near limitless potential and an endless list of possibilities in terms of style, cost and scope. Flexible funding has been allocated for activities like this between 2021 and 2024, allowing for strategic decision-making by CAPS Advisory Committee around potential opportunities that may arise.



Exhibitions in the park

This exhibition offers tremendous flexibility to the CAPS Advisory Committee and Town. Exhibitions could range from offerings focused around local artists to loans of work by nationally recognized artists. One approach that suits Superior well and received positive feedback during public engagement was a Living Art exhibition by Patrick Dougherty. This could operate as a year-long exhibition, and would require volunteer support for construction. Funding to host an exhibition in a park is allocated in each year of the Creative Placemaking Master Plan budget and varies in magnitude to make space for different types of offerings. Given the potential profile of this activity, exhibitions should be in place for a minimum of one month and up to a full year.

4. Events and Programming

Events and Programming will create additional opportunities for Superior residents to connect and engage with one another. The recommendation to specifically emphasize events and programming within Superior's placemaking work reflects public engagement results that clearly demonstrated residents' desire to socialize and build meaningful relationships.

Project goals this idea achieves:

- Identify key near- and long-term actions to create opportunities to enliven and enhance public spaces throughout Superior with arts and cultural activities.
- Explore and demonstrate how creative placemaking can support and enhance the activities of Town programs.
- Shape a vibrant public art program, including outlining policies and procedures and assessing the public art collection for gaps and opportunities.
- Recommend new funding opportunities and ways to leverage resources.
- Uncover new partnerships to enhance the delivery of events and arts activities.
- Assess event activity in Town and nearby surroundings and recommend ways to increase quality.
- Uncover ways to encourage and support the creative economy and creative entrepreneurs.
- Identify opportunities to support social connection among residents and visitors of all ages.

Project principles this idea achieves

- Sociability
- Joy
- Health
- Equity
- Ease
- Resilience
- Meaning & Belonging

Why Events and Programming in Superior?

Events and Programming provide opportunities for residents to connect and engage with each other. They can contribute to the development of meaningful relationships between diverse groups and create connections between people who may otherwise not have opportunities to work or play together. Importantly, supporting additional opportunities for collaboration and social connection will also contribute to Superior's economy and support local businesses by encouraging residents and visitors to spend more time and resources in town.

Events and Programming: How does it support community wellbeing?

Increasing and developing Superior's social *Events and Programming* will support overall community wellbeing for residents. People in socially connected communities are often healthier and live longer. Socially connected neighborhoods have also been shown to create better parents and healthier children. In addition to boosting health, sociability and joy, *Events and Programming* can help build trust among residents and contribute to building a unified town identity and pride of place. Furthermore, research shows that cities with high social capital are more creative, register more patents and have higher Gross Domestic Product compared to those with lower social capital. Lastly, socially connected neighborhoods are more resilient to crisis, disaster and personal hardship, largely due to the strong social ties between residents.

The Town of Superior and the CAPS Committee currently plan and execute several successful annual events, including Arbor Day, Chili Fest and the 4th of July Parade & Pancake Festival. These events are well-received and well-attended by Superior residents and visitors alike. Public engagement results demonstrated that Superior residents hope for more events in town, and seek more opportunities to connect with each other and socialize.

Learn More

McConnell, D., R. Breitkreuz, and A. Savage, 'From Financial Hardship to Child Difficulties: Main and Moderating Effects of Perceived Social Support,' Child: Care, Health and Development, 2011: 679–91.

Kurina, L. M., K. L. Knutson, L. C. Hawkley, J. T. Cacioppo, D. S. Lauderdale and C. Ober, 'Loneliness Is Associated with Sleep Fragmentation in a Communal Society,' SLEEP 2011; 34(11):

Putnam, Robert D., Bowling Alone (New York: Simon and Schuster Paperbacks, 2000)

Frumkin, Howard, Lawrence Frank, and Richard Jackson, Urban Sprawl and Public Health: Designing, Planning, and Building Healthy Communities (Washington, DC: Island Press, 2004)

Proposed Interventions

The following *Events and Programming* recommendations build on the success of existing Town events, and create opportunities to reach and connect the community through strategic event planning, considering feedback from residents as well as budget and resources constraints.

Events Planned for 2020

Superior Shindig – Round 2

The Shindig was a fall-themed family event with line dancing, a barbecue and cowboy poetry with a $5,000 budget. Following the success of the first Superior Shindig in September 2019, the Project Team recommends another edition of the event in the 2020 budget. From 2021 to 2024, a flexible line item for a similar "small scale" event has been budgeted.

The Main Event: Superior Spectacular – Round 2

The first Main Event took place in July 2019 with a $25,000 budget. This event was an immersive arts festival featuring music, performances, local artists, as well as food trucks and alcohol service. The event was well-received despite inclement weather forcing evacuation. For this reason, we recommend and have budgeted for a second event in 2020; we have included a flexible budget item for similar "large-scale" events in the budget from 2021 to 2024.

Potential Events

Music

Public engagement results showed a strong interest in music-oriented events. These events can range from multiple backyard-style, small-stage events to larger-scale festivals with multiple artists. Other potential formats include Sunday music in parks, or musical events that take advantage of the Town's new amphitheatre.

Food Truck Festival

Many residents expressed an interest in and support for a Food Truck Festival in Superior. We have identified Community Park, Wildflower Park and Downtown Superior as potential locations. Due to contracts with existing food vendors and tenants, it is difficult to host these types of events at existing commercial centers. However, new developments present two opportunities:

With the support of Superior's economic development consultant, Better City, businesses at Rock Creek Village are exploring the opportunity to create a permanent dining space at the pond north of the commercial center. This space could be used by all food and beverage businesses in Rock Creek Village. This could provide an ideal space for an outdoor food festival.

Recommendation to Superior's Town Board

Ensure Food Trucks and Markets are Permitted

Legal covenants at Superior's existing commercial centers are barriers to hosting food trucks or markets. Based on public engagement for Inspired by Nature: Superior's Creative Placemaking Master Plan, these were highly sought after events. Accordingly, these covenants serve as barriers to fulfilling the desires of Superior residents. Based on these findings, we recommend that the Town establish a legal arrangement that explicitly permits food trucks and markets in Downtown Superior.

Potential Events

Art Markets/Fairs

Art markets and fairs were another popular event aspiration for Superior residents. These fair-style events offer the potential to engage local artists and vendors in addition to enriching Superior's event offerings. These events also provide an opportunity to collaborate with commercial centers as potential co-hosts and ultimately, to contribute to the local economy.

Neighborhood Block Parties

To encourage residents to host their own small-scale neighborhood events, the Town must work to reduce regulatory barriers and logistical challenges around permits and approvals. One example of this type of community event support is Denver Days. Following this model, for one weekend each year, the Town can waive permitting and offer staff support for residents who would like to host a block party. To support even further, the Town can consider providing funding for things like event promotion or advertising.

Dinner in the park

Shared outdoor meals were also well-supported during public engagement sessions. Residents could host locally-made dinner in the park events or potentially follow the international "Diner en Blanc" format and apply to have the Town of Superior act as an official location for these popular events.

5. Elevate Creative Capital

Elevating Superior's creative capital means intentionally working to support and boost the town's creative sector, including local artists and creative businesses. Stronger creative capital will not only help promote arts and culture within Superior, but will also work to support the town's economic growth.

Project goals this idea achieves:

- Identify key near- and long-term actions to create opportunities to enliven and enhance public spaces throughout Superior with arts and cultural activities.
- Explore and demonstrate how creative placemaking can support and enhance Town programs.
- Recommend new funding opportunities and ways to leverage resources.
- Uncover new partnerships to enhance the delivery of events and arts activities.
- Assess event activity in Town and nearby surroundings and recommend ways to increase quality.
- Uncover ways to encourage and support the creative economy and creative entrepreneurs.
- Identify opportunities to support social connection among residents and visitors of all ages.

Project principles this idea achieves

- Sociability
- Joy
- Health
- Equity
- Ease
- Resilience
- Meaning & Belonging

Why Elevate Creative Capital in Superior?

Elevating Creative Capital is an impactful, cost-effective way to strengthen the creative sector, enhance the profiles of both Superior's creatives and the creative profile of the town itself, and ensure that the Master Plan is responsive to the needs of the local creative community. By fulfilling this big idea, the town can diversify its economy, build capacity to create local public art and strengthen connections between creatives and the broader community. Superior can support the local creative sector through a number of effective and cost-efficient approaches. A well-developed network of social relationships in Superior will also allow the Town to better understand and leverage its existing resources. By building creative capital, Superior can strengthen its creative and experience economies, as well as attract resident artists and entrepreneurs.

Elevate Creative Capital: How does it support community wellbeing?

Enhancing creative capital can both foster and demonstrate Superior's openness to different people and experiences. Openness was identified as a key locational determinant among university-educated young people, a key demographic that Superior seeks to attract. Further, with a strong local creative scene, local artists can make compelling and context-sensitive bids for an array of events and interventions. In doing so, a strong art scene can play an important role in supporting a sense of meaning and belonging among residents as well. From the artist perspective, a clear commitment to supporting the local scene and responding to their needs and aspirations can build a sense of agency that supports a virtuous cycle of compelling local art. Belonging to a group or working on something bigger than oneself promotes a sense of meaning, which improves overall wellbeing. In sum, these efforts can spark a sense of joy among all residents.

Learn More

"Alone and without purpose: Life loses meaning following social exclusion" Tyler F. Still, Roy F. Baumeister, Nathaniel M. Lambert, A. Will Crescioni, C. Nathan De Wall, Frank D. Finch

"Social Capital and Community Resilience" by Daniel P. Aldrich, Michelle A. Meyer

Soul of the Community, Knight Foundation (2010).

Proposed Interventions

Identify Superior Creatives and Ensure they are Included in Regional and State Rosters

Ensuring that Superior's creatives have a state-wide presence is an important component for a strong creative sector. The benefit is twofold. First, it reduces the pressure on creatives to conduct self-promotion. Second, it increases the likelihood that other towns and patrons of the arts become aware of Superior's creative assets. The CAPS Committee can achieve this by establishing a sub-committee to conduct a thorough scan of rosters and databases from local counties, Colorado and even nationally. This would include the Think 360 Arts for Learning Artists Roster, numerous artist databases in Boulder, the Mural Artist Roster, and the Streetwise Artist Roster. Importantly, it is only possible to include Superior creatives on regional and state rosters, if the Town and CAPS Advisory Committee are aware of who they are. Therefore, an important first step is to establish a town-wide database of artists and creatives.

Work with the Chamber of Commerce to Establish an Award for Creative Businesses

Creating a Chamber of Commerce award that recognizes top creative businesses presents an opportunity to make a direct link between the arts and economy in Superior. In doing so, a local business can benefit from a higher profile, while the CAPS Committee and Chamber have the potential to enhance collaboration. This noteworthy award presents another avenue to build partnerships and reinforce the integral nature of arts, culture and the creative sector in Superior. It could be achieved by having a CAPS sub-committee collaborate with the Chamber of Commerce.

Conduct Survey of Local Artists and Creatives to Assess Context-Sensitive Needs

The people with the clearest understanding of the state of a town's creative sector are those whose daily activities and livelihoods are shaped by it. Recognizing this, an annual survey of local artists and creatives is a pragmatic approach to assessing local needs. Using the same survey over multiple years, and including questions directly related to measures of success established through this Master Plan will also enable Superior to measure changes and growth in the local creative economy over time. In turn this creates sustained opportunities for responsive, evidence-based policy making at the local level. This survey could be conducted by Town staff, the CAPS Advisory Committee, or in collaboration.

Support Diverse Opportunities for Learning, Interaction and Connection

Superior's growing demographic diversity is an asset to the town's creative community. Diversity in ethnicity, country of origin, age and more creates opportunities to apply new lenses to local arts and culture, events, exhibitions and interventions. The co-mingling of ideas can result in new applications for existing ideas as well as a stronger social network and sense of meaning and belonging among an array of people – new and old – who call Superior home. Ensuring space is available or that events are planned to include this opportunity are simple, cost-effective ways to open a new realm of cultural opportunities for not only creatives, but all Superior residents, too. Examples include a Chinese lantern painting and lighting night or a cross-cultural culinary celebration.

Offer Time and Space for Cultural and Artistic Programming at Superior's New Community Spaces

Responding to residents' requests for shared indoor space, the Town is preparing to open two new community spaces in the near future. The creation of these spaces offers a powerful moment to boost social connections among residents, as well as to strengthen Superior's creative sector. Dedicating time and space for cultural and artistic activities requires minimal Town resources, yet can provide an important boost for creatives and the community alike. This Plan does not allocate funding to accomplish this, but envisions how this could be achieved within the budget frameworks established for these new spaces.

Document and Publicize Outcomes from Creative Activities

Generating and promoting high-quality content from events, exhibitions and permanent interventions is an important way to highlight the town and local creatives. This material enables an event to live on through social media and local publications. Importantly, by giving local creatives license to use Town-generated photography and video (and audio in some cases), Superior can provide additional support to the creative sector while increasing the town's appeal and reputation among the region's creative community. Funding has been directed to professional photographers for some events, such as The Main Event: Superior Spectacular. Moving forward, this should be an automatic consideration early in the planning process for every event with an arts & culture focus.

Budget

The following section details the annual budget for Superior's Creative Placemaking Master Plan over the next five years. It is the blueprint for a creative, vibrant and dynamic Superior.

The plan will be funded primarily through the Town's Capital Improvement Program (CIP) Fund. This may be augmented through Downtown Superior Tax Increment Financing (TIF) and/or collaboration with Downtown Superior. Additionally, numerous government entities and private foundations offer grants based on issues that are relevant to this plan, including mobility safety, healthy lifestyles, green space improvement and arts and culture. Grants are a valuable way to extend creative placemaking in Superior and maximize the impact of public funding. Grant opportunities are explored in greater detail later in the report.

2020		
Category	Name	Amount
Art Path	Art Path Planning	$15,000.00
Mobility Freedom for All	Bus Shelters (6)	$15,000.00
	Crosswalk/Signal Box Bump Out (Sycamore + 76th)	$10,000.00
Public Art	Pop-Up Art: Prairie Dogs	$18,500.00
	1500 Coalton Public Art	$20,000.00
	Picture Frame	$30,000.00
	Carts + Flower Relocation	$9,000.00
	Temporary Exhibitions (experimental/quick win) in Parks	$5,000.00
Events + Programming	ShinDig	$6,000.00
	Block Parties	$1,000.00
	Main Event	$25,000.00
Elevate Creative Capital	Identify Superior Creatives + Get them on regional & state rosters	$1,000.00
	Create survey for creatives	$2,000.00
	Mail Outs	$5,000.00
Master Plan	Master Plan Consultant	$14,000.00
CAPS	TBD by CAPS	$11,000.00
Asset Management	Maintenance (Marketplace + Bronzes)	$10,000.00
	2020 Budget	$197,500.00

2021		
Category	Name	Amount
Art Path	Art Path Implementation	$35,000.00
	Art Path Contract Administration	$15,000.00
Mobility Freedom for All	Underpass Lighting	$25,000.00
	Artistic Bump out or Creative Crosswalk	$10,000.00
Public Art	Art in Parks Exhibition or Installation	$15,000.00
Events + Programming	Small Event	$6,000.00
	Block Parties	$1,000.00
	Big Event	$25,000.00
Elevate Creative Capital	Identify Superior Creatives + Get them on Regional and State Rosters	$1,000.00
	Mail Outs	$5,000.00
CAPS	TBD by CAPS	$5,000.00
Asset Management	Maintenance	$7,000.00
	2021 Budget	$150,000.00

2022		
Category	Name	Amount
Art Path	Art Path Implementation	$55,000.00
	Art Path Contract Administrator	$15,000.00
Mobility Freedom for All	Creative Crosswalks	$8,000.00
Public Art	Art in Parks Exhibition or Installation	$10,000.00
	Pop-up: Iconic Local Sculpture(s)	$16,000.00
Events + Programming	Small Event	$6,000.00
	Block Parties	$1,000.00
	Big Event	$25,000.00
Elevate Creative Capital	Mail Outs	$5,000.00
CAPS	TBD by CAPS	$2,000.00
Asset Management	Maintenance	$7,000.00
	2022 Budget	$150,000.00

The marquee initiative of this plan is the *Superior Art Path.* This is a complex, multi-year initiative. Recognizing that the timing for specific activities may shift once implementation begins, the Project Team recommends that the Town Board provide budget flexibility for *Art Path*-related activities by permitting annual budget rollover. This will require justification and revised timelines from Town staff and the CAPS Advisory Committee. By confirming this flexibility, the Town Board can contribute to the certainty of fulfilling the ambitious *Art Path* intervention.

Finally, we recommend that the proposed budgets detailed in this Plan are reviewed annually by the CAPS Advisory Committee and Town staff. This review should take place together with the development of the CAPS Advisory Committee's annual work plan. During this review, funding uses for flexible budget items such as the temporary exhibitions, small and big events (from 2021 to 2024) and TBD by CAPS should be determined. Importantly, creative placemaking is context-sensitive. What fits Superior in 2020 may not be what fits Superior in 2023. With this in mind, we recommend that the CAPS Advisory Committee have the opportunity to adjust funding amounts for line items under *Public Art, Events and Programming* and *Elevate Creative Capital.* Sustained and committed funding are essential for the *Art Path* and *Mobility Freedom for All* interventions to succeed. With this in mind, it is recommended that funding for these interventions could be increased, but not decreased.

2023		
Category	Name	Amount
Art Path	Art Path Implementation	$23,000.00
Mobility Freedom for All	Underpass Lighting	$25,000.00
Public Art	Art in Parks Exhibition or Installation	$7,000.00
	Kinetic Art	$50,000.00
Events + Programming	Small Event	$6,000.00
	Block Parties	$1,000.00
	Big Event	$25,000.00
Elevate Creative Capital	Mail Outs	$5,000.00
CAPS	TBD by CAPS	$1,000.00
Asset Management	Maintenance	$7,000.00
	2023 Budget	$150,000.00

2024		
Category	Name	Amount
Art Path	Art Path Implementation	$50,000.00
	Art Path Contract Administrator	$15,000.00
Mobility Freedom for All	Artistic Bump out or Creative Crosswalk	$10,000.00
Public Art	Art in Parks Exhibition or Installation	$32,000.00
Events + Programming	Small Event	$5,000.00
	Big Event	$25,000.00
	Block Parties	$1,000.00
Elevate Creative Capital	Mail Outs	$5,000.00
CAPS	TBD by CAPS	$0.00
Asset Management	Maintenance	$7,000.00
	2024 Budget	$150,000.00

Implementation

Inspired by Nature: Superior Creative Placemaking Master Plan is designed to provide a detailed guide to enhance arts, culture and public space while offering the Town and CAPS Advisory Committee the flexibility to meet the evolving needs, interests and aspirations of the town. The Public Art Management Handbook offers further detail around opportunity prioritization and art selection processes.

Each spring between 2020 and 2024, the CAPS Advisory Committee will review the projects, initiatives and interventions detailed in this Master Plan. They will consider steps to advance the *Art Path*; ways to strengthen *Mobility Freedom for All,* determine *Public Art* installations and exhibitions, plan and implement *Events and Programming*, consider approaches to *Elevate Creative Capital* and reflect on additional opportunities that could be incorporated. These opportunities will be evaluated, cross-referenced with the proposed annual budgets and prioritized accordingly. This prioritized list will become the CAPS Advisory Committee Annual Work Plan.

Numerous projects will arise from the CIP Fund. Some will not have a creative placemaking component. However, many others may present such opportunities. It will be important for the Town and CAPS Advisory Committee to have a clear framework to prioritize these opportunities. The following criteria should be used in evaluating opportunities for creative placemaking related to Town projects:

Site and System Criteria

- The site is owned by the Town of Superior.
- The site is visible and accessible during open public hours.
- The project helps to fulfill Town goals.
- There is an opportunity to incorporate permanent artworks during new construction or renovation that will result in a strong artistic outcome.
- There is an opportunity to collaborate with a Town Department, Committee or Commission that could bring additional resources and/or result in an expanded art project.
- The opportunity supports the vision of the Creative Placemaking Master Plan.
- There is appropriate budget, staff resources and time available for the project to be successful.
- Consideration given to ADA compliance.

Once a site or sites have been selected, the Town can begin an art selection process. The first step is determining the selection method, which could include open competition, invitational competition, guest curator and more. A complete list is available in the Public Art Management Handbook. Subsequently, the CAPS Advisory Committee, with facilitation by Town staff, will initiate the art selection process. The following criteria should be used in evaluating public art, culture and creative placemaking proposals:

Artistic and Creative Criteria

- The work has artistic merit, unique design and enduring value.
- The work enhances community identity and sense of place.
- The work celebrates the value of arts, culture and creativity in Superior.
- The work is compatible with the site and enriches the public environment for residents and visitors.
- The work supports social connection and relationships among residents, businesses and Town entities.
- The work encourages participation among a diversity of residents.
- The work requires a low level of maintenance, enables low-cost repairs and stands up to Colorado weather.

detailed in the Public Art Management Handbook. Notably, projects under $2,000 can be sole sourced, while those between $2,000 and $15,000 require a minimum of three bids and Department Head or Town Manager approval. Those over $15,000 require a formal proposal process and projects over $25,000 also require Town Board approval.

Specific to the interventions detailed in the Creative Placemaking Master Plan, the CAPS Advisory Committee will have a central role in the site and art selection process. The Committee will also play a significant part in planning and implementing events and activities. Town staff will be tasked with implementing physical interventions that fulfill the Creative Placemaking Master Plan. Where necessary, the Town will hire consultants to support staff in achieving this. For major projects, such as the Superior Art Path, a CAPS sub-committee should be considered. Notably, implementing large and complex projects will require substantial time and effort from all of those involved. The opportunity to shape major projects is balanced with significant responsibility. CAPS Advisory Committee members will need to consider their availability and time commitments when determining whether to form a major projects sub-committee and member participation. Finally, large projects such as the Superior Art Path will include substantial public engagement to inform numerous aspects of the project at hand. Appendix III: Superior Art Path and Implementation Steps provides an example of how this process may occur.

Further information regarding policy and procurement for arts, culture and public space works is detailed in Appendix II: Public Art Management Handbook. This document includes guidance on donations, relocation, maintenance and more.

Additional Funding Opportunities

Public art and art programming are becoming a priority in Colorado and nation-wide as communities begin to understand the value of art and placemaking. Therefore, many local and national organizations offer funding to support public art, culture and placemaking initiatives. Pursuing grants and funding from such organizations would allow Superior to make strategic use of its existing placemaking budget, and ultimately allow this plan to have a greater positive impact on the community.

The creative placemaking recommendations in this Plan are based on over a decade of scientific research on urban wellbeing and public health, and build upon best practices for building healthy, safe and connected communities. The Town has the unique opportunity to use this wellbeing approach to arts and culture in order to apply for funding from grants that support health and safety initiatives. This increases the number of potential grants for which Superior's placemaking work may be eligible.

While applying to funding programs does require time and resources, using Town funding as an investment to secure additional funding can be an impactful way of stretching the existing placemaking budget beyond what is currently accounted for within this plan. We therefore recommend that a grants planning session is coordinated annually, to ensure potential grants are reviewed and assessed for feasibility (time and resources) as well as impact (funding amounts, likelihood of success, etc.). This annual session could serve to designate roles and volunteers to carry out or oversee grant application, as needed.

To lay the groundwork for this process, the Project Team conducted research on grants and possible sources of funding that align with the placemaking work recommended in this plan. Funding programs were reviewed and evaluated for their relevance to Superior and likelihood of success. Factors considered included: applicant eligibility requirements, the organization's priority or focus area(s) for funding, frequency of funding cycles, number of total applicants, percentage of grants awarded to municipalities, funding amounts, and alignment to the recommendations within Superior's plan.

Below, we have listed strong candidates for possible sources of additional funding that emerged from this research.

Colorado Department of Transportation - Colorado Safe Routes to School

Administered by the Department of Transportation, the Safe Routes to School (SRTS) program applies a comprehensive approach to safe commuting to school, including walking and cycling. This approach funds not only education and safety infrastructure for children, but also seeks to encourage healthier options for the entire community. The program provides support ranging from $100,000 to $500,000 per project on a two-year application cycle.

The sections of the *Art Path* that connect Eldorado K-8 School to Rock Creek Village could potentially be eligible for funding through the SRTS program. Since this segment of the *Art Path* would improve walkability and safety for students who commute to school, it could be considered an "infrastructure project" through this program. Other smaller infrastructure projects could also be eligible, including crosswalks, bump outs, signage, and any initiatives that could be linked to increasing safety on routes to school within 2 miles of Eldorado K-8 and Superior Elementary.

Great Outdoors Colorado (GOCO) - LPOR Grants

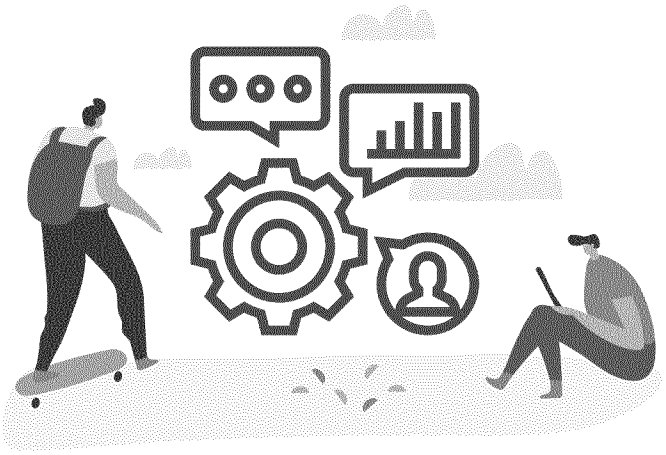
GOCO is a state-based grant program that funds outdoor recreation and land conservation projects within Colorado. Grants are funded by a portion of Colorado Lottery proceeds to improve and maintain parks, trails, wildlife, rivers and open spaces in the state. Their Local Park and Outdoor Recreation (LPOR) Grants support building or improving community parks, amenities for outdoor recreation or athletics as well as environmental education facilities. Their LPOR Grants fund up to $350,000 per project.

Because these grants are designated specifically for cities, counties and parks, they are a potential good match for Superior's creative placemaking work. The emphasis on outdoor recreation is further in line with the initiatives recommended in this plan, as most build upon the existing parks, trails and open spaces within Superior. While the eligibility requirements specifically mention not funding maintenance, programming, or non-fixed assets, many of the recommendations in this plan could be eligible for an LPOR or mini-grant, including *Art Path* components, shade structures, as well as anything that could be linked to land conservation, playground improvements, or landscaping work.

Future Opportunity - Scientific and Cultural Facilities District (SCFD)

Colorado's SCFD is the second largest cultural funding mechanism in the country, with over $60 million in tax dollars to distribute annually. SCFD collects one cent from every $10 in sales and use tax. This funding provides support for the metro area's largest cultural organizations and eligible regional organizations, and a portion of the funding goes to each of the seven counties that participate in the SCFD. Each County Cultural Council is then responsible for managing, reviewing and approving funding applications from eligible organizations, following their county's funding priorities. Only organizations that have a primary purpose of enlightening and entertaining the public through the arts, culture, natural history or sciences are eligible. Nearly 300 organizations across the Denver metro area are funded by SCFD.

To be eligible to apply for and receive SCFD funding, organizations must be 501(c)3 nonprofits incorporated in Colorado, or an agency of local government that has a cultural sub-unit, and must have been in existence for five consecutive years. Therefore, in 2021, Superior will be able to apply for eligibility, and begin the application process for funding through the Boulder County Cultural Council.



Gates Family Foundation - Capital Grants & Strategic Grants

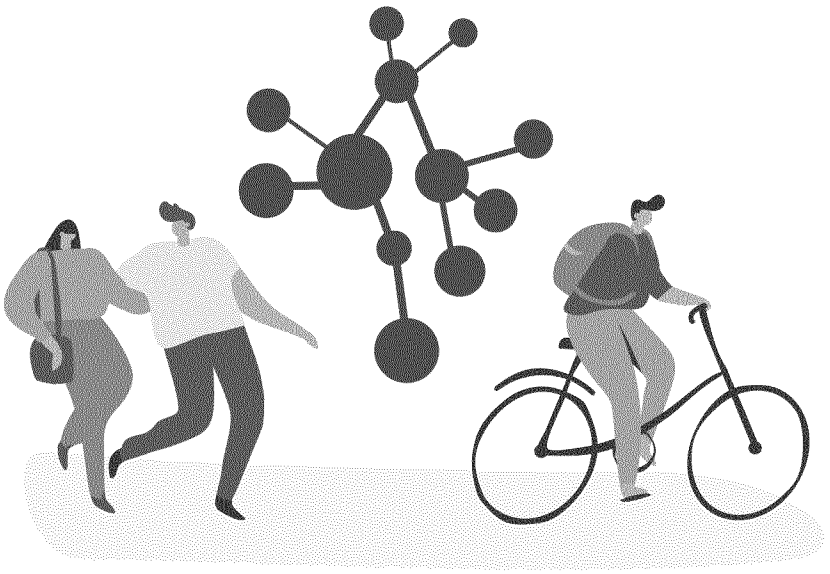
Since 1946, the Gates Family Foundation has been working to improve the long-term quality of life of Colorado residents through its philanthropic activities. 40% of the foundation's funding goes to support infrastructure and capital assets for community organizations through their Capital Grants program. This program is responsive and accepts applications three times per year, in order to best meet the needs of applicants. The other 60% is reserved for their Strategic Grants that support specific complex issues, which currently include public education, natural resources and vibrant communities. The Strategic Grants do not accept direct applications, however, program coordinators are tasked with identifying potential partners to address these priority areas.

The Gates Family Foundation's priority funding areas are in line with the goals and principles of Superior's creative placemaking work, making this a strong candidate for potential funding. Particularly, their emphasis on placemaking and building vibrant communities within Colorado suggests they would understand the importance and value of many of the recommendations in this plan. In particular, the value placed on public engagement and community input within this Master Plan will strengthen potential applications to this funding. Because the funding program is responsive, it is essential to work with program coordinators to ensure any potential applications are competitive in the given grant period.

National Endowment for the Arts - Our Town & Grants for Arts

The NEA is an independent federal agency that seeks to give all Americans the opportunity to participate, learn and express themselves through the arts. Their grants support artists, communities and organizations in arts-focused projects and promote equal access to the arts across the country. The Our Town grant program is specifically focused on supporting creative placemaking projects that strengthen communities by promoting systemic change through arts and culture ($25,000 - $200,000 per project, with cost-matching). The Grants for Arts program provides cost-matching support ($10,000 - $100,000 per project) to exceptional art projects that celebrate creativity and cultural heritage.

The Our Town grant is celebrating its 10 year anniversary in 2020. This year, they seek to support new and catalytic work that recognizes arts and culture as integral components of community development. The emphasis that this Plan places on wellbeing principles, and the connections made between the placemaking recommendations and the science of wellbeing, make Superior's work a strong candidate for NEA funding.



NextFifty Initiative

The NextFifty Initiative is a Colorado-based private foundation that supports innovative solutions for independent, dignified, healthy aging. They seek to support projects that improve the quality of life of the aging population above the age of 50 years. Their General Funding program is a responsive program specifically supports scalable, high-impact projects that have the potential to bring transformational change to the aging process.

This program has the potential to be a good source of funding for the placemaking recommendations in this Plan, as many initiatives have the potential to improve safety and ease of walking for Superior's aging population. In particular, the *Art Path*'s lighting and public seating components, as well as the artistic bump-outs and creative crosswalks contribute to building more walkable and accessible streets for people of all levels of mobility.

Future Opportunity - Scientific and Cultural Facilities District (SCFD)

Colorado's SCFD is the second largest cultural funding mechanism in the country, with over $60 million in tax dollars to distribute annually. SCFD collects one cent from every $10 in sales and use tax. This funding provides support for the metro area's largest cultural organizations and eligible regional organizations, and a portion of the funding goes to each of the seven counties that participate in the SCFD. Each County Cultural Council is then responsible for managing, reviewing and approving funding applications from eligible organizations, following their county's funding priorities. Only organizations that have a primary purpose of enlightening and entertaining the public through the arts, culture, natural history or sciences are eligible. Nearly 300 organizations across the Denver metro area are funded by SCFD.

To be eligible to apply for and receive SCFD funding, organizations must be 501(c)3 nonprofits incorporated in Colorado, or an agency of local government that has a cultural sub-unit, and must have been in existence for five consecutive years. Therefore, in 2021, Superior will be able to apply for eligibility, and begin the application process for funding through the Boulder County Cultural Council.

Partnerships

Placemaking is inherently collaborative work. Strong partnerships are therefore an important component of successful placemaking. Many of the creative placemaking initiatives recommended for Superior can be strengthened through collaboration with local organizations, and some recommendations within this Plan rely on strategic partnerships to succeed. Building strategic partnerships will strengthen local bonds and allow for the impact of this placemaking work to directly benefit local economic growth. Furthermore, partnerships can help amplify the Plan's reach and wellbeing impact, and also have the potential to stretch the Town's existing placemaking budget and extend the scope of work beyond what is currently feasible given budgetary constraints.

For example, as Downtown Superior is developed, there is opportunity to coordinate the selection and implementation of public art through collaboration with the CAPS Advisory Committee. Similarly, partnerships with privately-owned centers like Rock Creek Village or local homeowners associations can be explored to establish collaborative events and programming that thoroughly consider the needs and priorities of local organizations.

Overall, partnering with local or regional organizations will further highlight the importance of arts, culture and placemaking work as a tool for strengthening relationships, and building a connected, resilient community.

Potential Partners

Chamber of Commerce
- Business for the arts award at annual dinner, sponsored by CAPS Advisory Committee
- Counting creative businesses and supporting business growth

Downtown Superior
- Coordinating use of Tax Increment Financing funds for public space and creative placemaking investment
- Coordinating selection and implementation of public art in Downtown Superior under CAPS Advisory Committee purview

Historic Commission
- Project in progress: placing historic art stories on bus shelters
- Incorporating history/cultural preservation through art across town

Open Space Advisory Committee
- Collaborating on Art Path, and art at trailheads
- Inviting members to join art selection committees

Parks, Recreation, Open Space, Trails Advisory Committee
- Signage at parks and trailheads

All other commissions and departments
- Events, programming, engagement and more

HOAs
- Facilitating Oktoberfest event
- Partnering on movie nights
- Partnering on summer music in the park
- Newsletter: advertising opportunity

Rock Creek Village + Superior Marketplace
- Parking lot painting
- Organizing events

RTD
- Creating opportunities: bus stop, bike parking, underpasses

Schools/PTA/Mod Moms
- Offering booths/stations at CAPS events to promote arts in youth

Town of Louisville
- Building relationship and develop plan to coordinate activities and work with Louisville

Organization	Delivering the 5 Big Ideas: Potential Partners				
	Art Path	Mobility Freedom for All	Public Art	Events and Programming	Elevate Creative Capital
Chamber of commerce				✓	✓
Downtown Superior	✓		✓	✓	✓
Historic Commission	✓		✓		
Open Space Advisory Committee	✓	✓	✓		
Parks, Recreation, Open Space, Trails Advisory Committee	✓	✓	✓		
Homeowners Associations				✓	✓
Rock Creek Village				✓	
RTD		✓			
Schools/ PTA/ Mod Moms		✓	✓	✓	
Town of Louisville				✓	✓

Measures of Success

Implementing new artwork, hosting events and fulfilling the initiatives in the Creative Placemaking Master Plan will shape the future of arts, culture and placemaking in Superior. But how do we ensure that these efforts have been successful in strengthening the town, elevating arts, culture and placemaking, and strengthening the creative sector? Sustained measurement of key indicators is important to assessing the success of Superior's Creative Placemaking Master Plan.

We propose the following questions and associated metrics as possible measures of success for the Creative Placemaking Master Plan in Superior. The Town may revise or narrow these measures based on feasibility, alignment with Town goals or additional interests raised by the Town Board or CAPS Advisory Committee. To gauge progress and collect data and resident responses, online questionnaires can be conducted by the Town. Where helpful and possible, questions asked in the master plan digital surveys should be used to measure changes from a pre-master plan baseline.

Has community engagement in arts and culture increased in Superior?

METRICS:

- Number of arts and culture events in Superior (increase)
- Survey:
  - On a scale of 1-10, with 10 being Extremely Important and 1 being Not Important, how important is it for you and your family to experience the arts on a regular basis? (Increase)

Is there greater awareness, understanding and appreciation for creative placemaking among Town Departments and Committees?

METRICS:

- Number of CIP Fund projects where art, culture and placemaking are invited for implementation (increase).
- Number of partnerships and collaborations between the CAPS Committee and Town Departments and other Committees (increase).

Are creative placemaking interventions highlighted by residents as one key element of Superior's identity?

- Survey:
  - What is Superior's greatest asset? Increase in responses regarding "Arts, Culture, Events and Placemaking" (Up from baseline of 13.8%).
  - On a scale of 1-10, with 10 being Extremely Important and 1 being Not Important, how important is it for you and your family to experience the arts on a regular basis? (increase).

Have developers invested in arts, culture and creative placemaking in Superior?

METRICS:

- Number of interventions, activities and initiatives (increase).
- Dollar figure amount of investment annually (with a baseline figure from prior to project initiation).

How many new art pieces have been successfully implemented in Superior?

METRICS:

- Number of permanent or temporary art pieces implemented annually in Superior (increase).

Are new events successfully conducted and widely attended by residents and visitors alike?

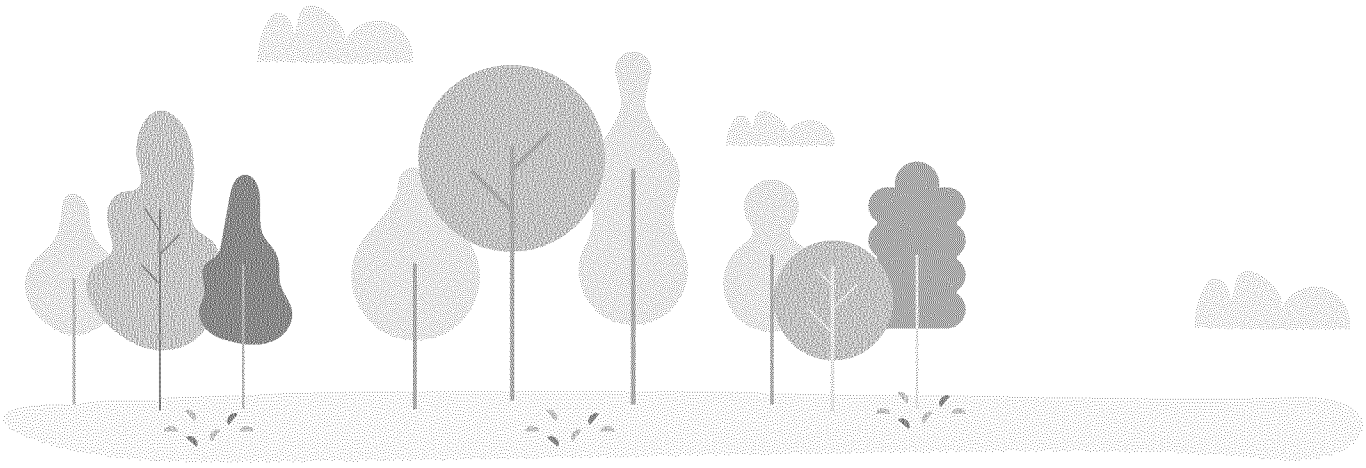
METRICS:

- Event attendance for new events annually (increase, starting from 2019 baseline).

Do multiple neighborhoods host block parties in 2020 and even more in 2021 and beyond?

METRICS:

- Total number of block parties annually (increase).
- Number of neighborhoods conducting block parties annually (increase).
- Survey:
  - What are your top three community events that take place in Superior? (one new event in the top 3 by 2024).



Has there been an increase in the number of students who walk or cycle to school?

METRICS:

- Mode share analysis, school survey (ideally with longitudinal study)

Arts, culture and events serve to celebrate Superior's diversity and support a sense of inclusion among all residents

METRICS:

- Number of participants at events (increase).
- Demographics of event participants (increased diversity).
- Demographic of volunteers and event coordinators (increased diversity).
- Proportion of child-friendly events (increase).

Does the Art Path implementation plan engage an array of Superior residents?

METRICS:

- Number of public engagement events.
- More than 1,000 residents participate in process in one form or another
- Demographic of people participating (Does it reflect Superior's demographic make up?)

Do local competitions strengthen the profile of artists and creatives in Superior and Boulder County?

METRICS:

- Survey responses by local artists and creatives indicating rising profile over time (increase in share).

Does the loan or temporary installation of a piece by a nationally recognized artist increase Superior's creative profile in Colorado and beyond?

METRICS:

- Did a loan or temporary installation of a work by a nationally recognized artist occur? Y/N
- Number of media articles or mentions.

Does creative placemaking in Superior support the Town's efforts to become more environmentally sustainable? Do events raise awareness about sustainability?

METRICS:

- Number of events that directly address sustainability and/or have a sustainability plan.
- Number of events that achieve a zero waste outcome.

Do Town Departments or other Committees improve their sustainability?

METRICS:

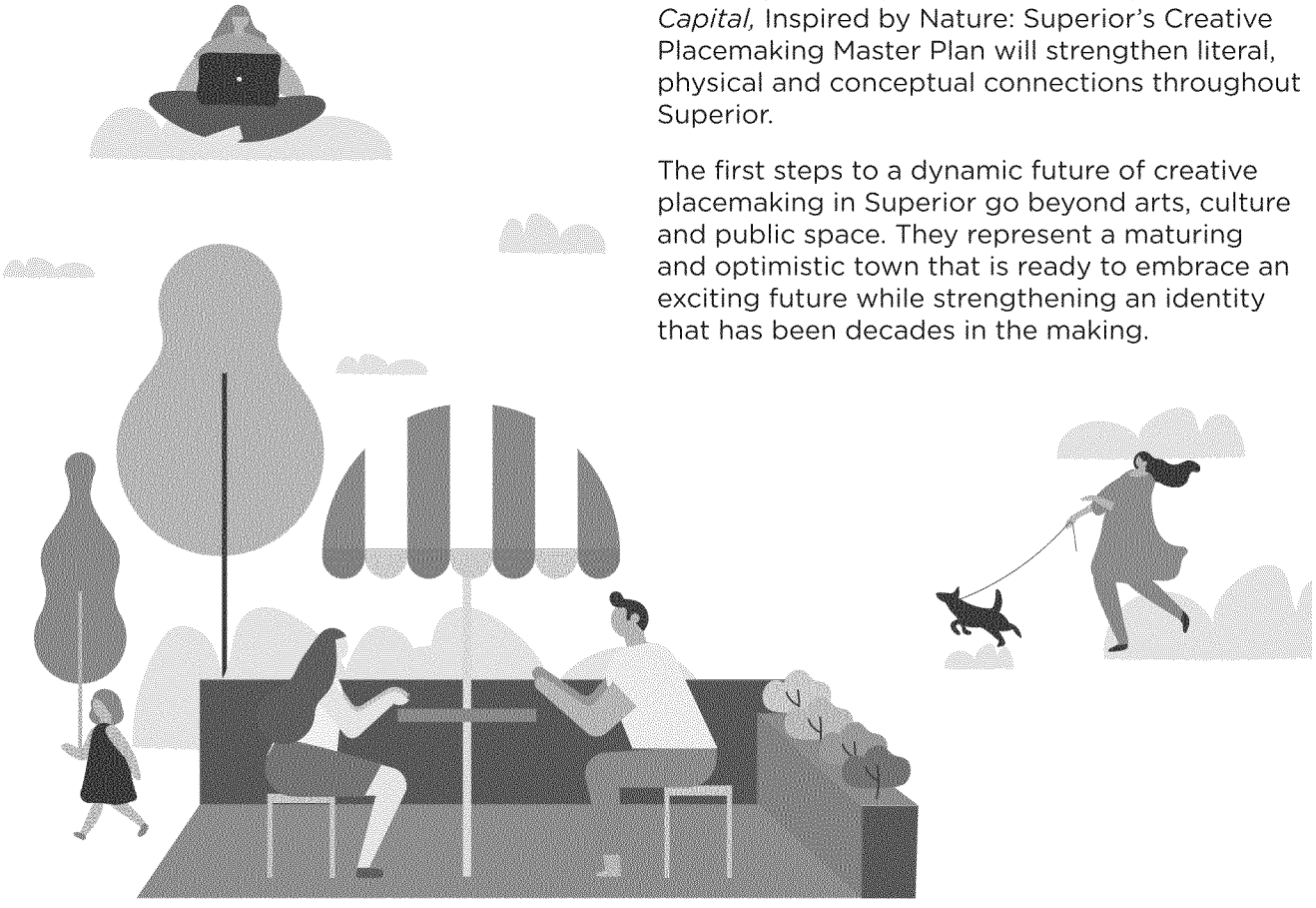
- Do all Town Departments have sustainability policies?
- Do all Advisory Committees have sustainability policies?
- Does the Town reduce its water, waste, electricity consumption?

Conclusion

Inspired by Nature: Superior's Creative Placemaking Master Plan reflects the dedicated collaboration, compelling local ideas and aspirations of a town ready to reach new heights. This made-in-Superior approach offers a clear path to elevating Superior's identity, supporting positive change and celebrating the town's cherished assets. The Plan is designed to provide a framework for five years worth of creative placemaking activities, while ensuring that the CAPS Advisory Committee and Town have the flexibility to respond to emerging needs and changing contexts.

Fulfilling the five big ideas outlined in this Plan will dramatically increase Superior's arts, culture and creative placemaking profile in the Front Range and beyond. Equally important, it will lead to an array of new opportunities for Superior residents to learn, play and connect in the convenience and comfort of their own community. Recognizing that community wellbeing cannot be confined to a single sector or issue, this Plan creates possibilities to connect opportunities in arts, culture and creative placemaking with new potentials to increase health, social connection, the environment and local economy. Nowhere is this more evident than in the literal connections between neighborhoods, schools, commercial centers and green space that the *Superior Art Path* offers. Together with opportunities to fulfill *Mobility Freedom for All*, conduct exciting *Public Art* initiatives and host compelling *Events and Programming*, all while *Elevating Creative Capital,* Inspired by Nature: Superior's Creative Placemaking Master Plan will strengthen literal, physical and conceptual connections throughout Superior.

The first steps to a dynamic future of creative placemaking in Superior go beyond arts, culture and public space. They represent a maturing and optimistic town that is ready to embrace an exciting future while strengthening an identity that has been decades in the making.



Team

Mitchell Reardon - Project Lead

As Happy City's Experiments Lead and Urban Planning and Design Lead, Mitchell's projects, have helped clients achieve high standards in placemaking, wellbeing and sociability. His work is informed by diverse and sometimes unorthodox approaches to urban planning, design, engagement and research. He has helped create smiles from Vancouver to Vijayawada and Denver to Rotterdam.

Cheri Hessami - Project Coordinator

Cheri applies her public health knowledge, as well as her background in psychology and neuroscience, to Happy City's evidence-based design approaches. She has a Master's of Public Health from the University of Waterloo and a Bachelor of Arts & Science in Cognitive Science from McGill University.

Emma Clayton Jones - Researcher and Planner

Emma is an interdisciplinary and solutions-oriented communicator with a background in investigative and community-engaged journalism. She is currently completing a masters degree in urban planning at the University of Toronto, specializing in social planning and policy.

Ekaterina Aristova - Researcher and Graphic Design

Ekaterina applies her diverse skillset, which includes GIS analysis, graphic and web design, research, and workshop facilitation. She graduated with Honours in the Environment and Resources Studies (BES) from the University of Waterloo.

Tristan Cleveland - Urban Planning PhD Candidate

Tristan Cleveland is an urban planner and writer who has worked in Canada, Guyana, and Venezuela. He is a research assistant and PhD candidate at Dalhousie University with a focus on the health and financial impacts of urban design patterns.

Houssam Elokda - Quality Assurance

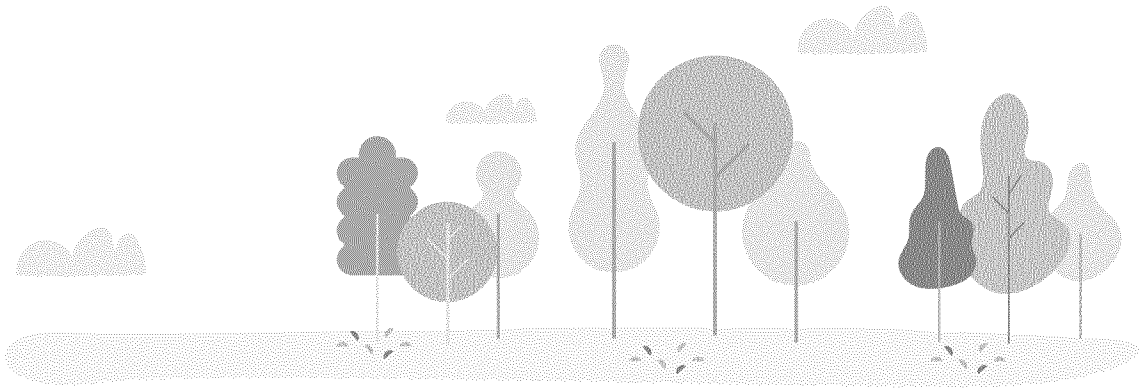
Houssam has a passion for creating urban plans, policies and designs that boost human happiness. He brings an evidence-based approach that helps governments, developers and non-profit clients maximize urban health and happiness.

Charles Montgomery - Happy City Founder

Charles is an award-winning author and urbanist. His acclaimed book, Happy City, Transforming Our Lives Through Urban Design, examines the intersection between urban design and the emerging science of happiness.

HAO Creative - Experience Designer

HAO is a multidisciplinary design studio with a focus on physical and digital experiences spanning brand, product and environment. Led by Principal and Creative Director Harry Olson, HAO brings a holistic, multidisciplinary approach to convening community through creative work that advances social change, brings civic history to life, and builds community.



Team

CULTURAL ARTS & PUBLIC SPACE ADVISORY COMMITTEE MEMBERS AND TOWN OF SUPERIOR STAFF WHO CONTRIBUTED TO THIS MASTER PLAN

Cultural Arts & Public Space Advisory Committee

Daryl McCool, Chair

Melinda Tan, Co-chair

Debbie Yeats

Terrye Whitaker

Rachael Tittle,

Marcia Rehn

Claire Dixon

Christina Costabile

TOWN OF SUPERIOR STAFF

Matt Magley, Town Manager

Martin Toth, Assistant Town Manager

Leslie Clark, Director, Parks, Recreation and Open Space

Patrick Hammer, Previous Director, Parks, Recreation and Open Space

Deana Miller, Cultural Arts & Events Supervisor, CAPS Liaison

Kevin Colón, Community Relations

Allison James, Management Analyst II

Bryan Meyer, Recreation Supervisor

Matt Rarick, Superintendent of Parks and Open Space

Karen Snortland, Committee Coordinator

Lydia Yecke, Recreation Coordinator

Happy City

Joyfully shaping urban environments

Happy City is an urban planning, design and architecture firm. We turn evidence into action for healthier, happier and more inclusive communities.

thehappycity.com

Cultural Arts and Public Spaces

2024 Work Plan_Final Draft

Introduction

The Cultural Arts and Public Spaces (CAPS) advisory committee was chartered to "…envision and create engaging arts and cultural experiences, inspired public spaces, opportunities for community building and to advise the Board of Trustees on such matters." Among other duties described in the founding resolution, CAPS is charged to: "advise the Board of Trustees on the ***selection of art installations and artistic and cultural development*** within Superior; to envision, create and inspire ***active opportunities to engage in fine and cultural arts*** within Superior; to develop, energize and ***activate public spaces*** that reflect the spirit, culture and heritage of Superior; and to ***cultivate opportunities to gather and create community*** in Superior."

Our 2024 Work Plan is derived principally from the Placemaking Plan and our charter, but augmented with the changing needs of our community, the passions and interests of the committee members, and funding provided in the Town's 2024 Budget.

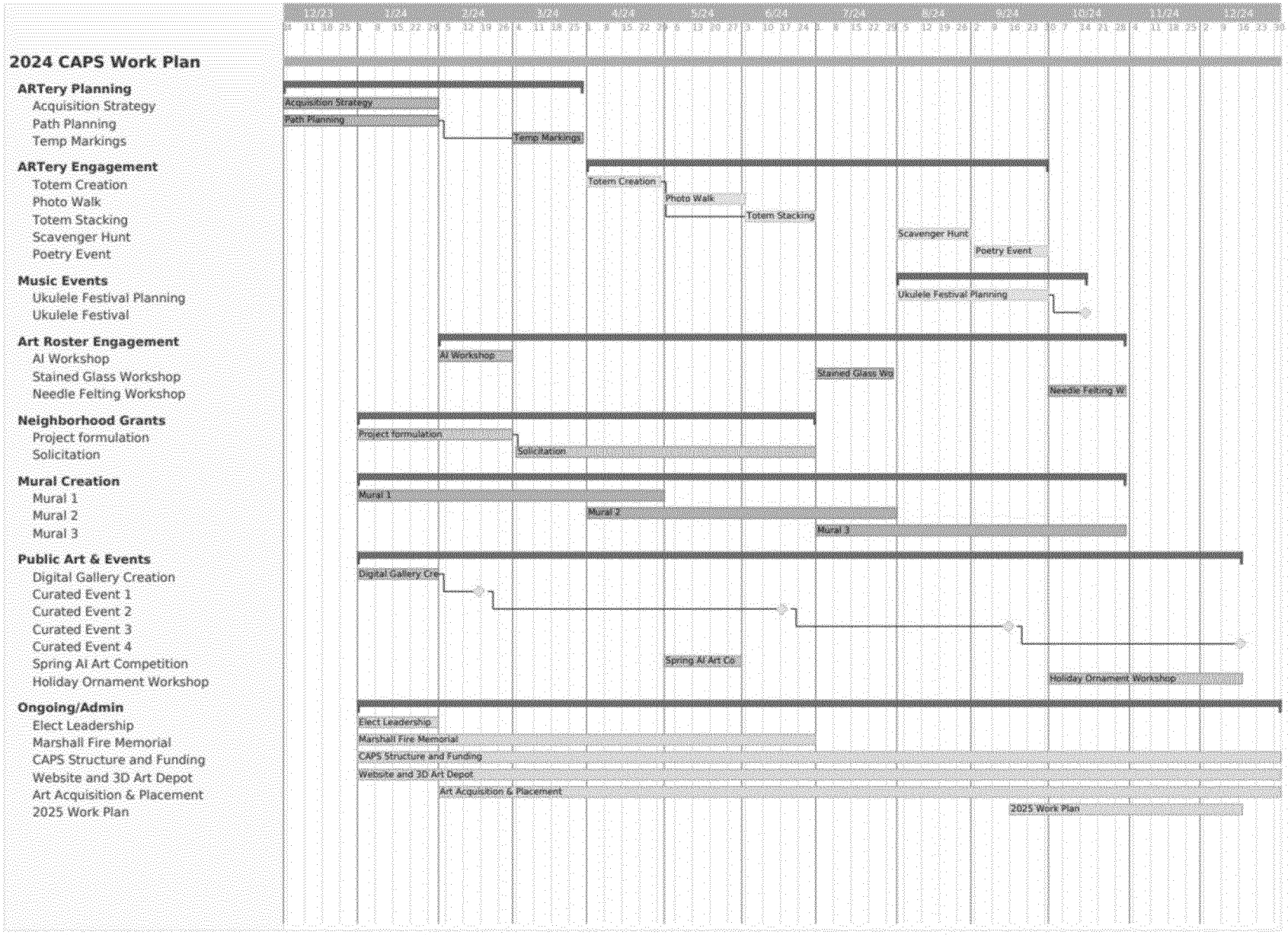
Our goal in 2024 is to engage Superior residents in creative and meaningful ways, while activating some of the beautiful new spaces in town, including: the nascent Superior ARTery, the Superior Community Center, Downtown Superior and the Plaza, public parks around town, and eventually the new Civic Space. We hope to build momentum with our engagement by utilizing frequent, high-value activities and projects that will generate a sense of *investment* by our residents in our art and programs.

The CAPS 2024 Work Plan is a balance of funding and time. The schedule is outlined in the timeline on the following page, and supported by the subsequent budget table. Every activity has a committee member willing and able to shepherd it to completion. For more details on individual activities and budget breakdown, please see the descriptions at the end of the package.

2024 Work Plan

This timeline on the next page is the "work plan" and captures all of the activities that CAPS will pursue in 2024. All of these events require some level of planning, and currently we don't have timing prescribed to specific dates – however, in January we hope to finalize as many dates as possible, so that we can create a CAPS activity calendar that can be promoted all year, including in Hello Superior! and email communications.

In some cases where significant planning is required (such as the Neighborhood Grants), a bar is dedicated to planning. When planning/prep and the activity feel like one event, only one bar is drawn (such as the December ornament workshop). For minor activities, such as the ARTery activation events, some measure of planning is clearly required but not detailed here, in the interest of clarity. We will resolve the details of these events in our first meeting.


2024 CAPS Work Plan
ARTery Planning
Acquisition Strategy
Path Planning
Temp Markings
ARTery Engagement
Totem Creation
Photo Walk
Totem Stacking
Scavenger Hunt
Poetry Event
Music Events
Ukulele Festival Planning
Ukulele Festival
Art Roster Engagement
AI Workshop
Stained Glass Workshop
Needle Felting Workshop
Neighborhood Grants
Project formulation
Solicitation
Mural Creation
Mural 1
Mural 2
Mural 3
Public Art & Events
Digital Gallery Creation
Curated Event 1
Curated Event 2
Curated Event 3
Curated Event 4
Spring AI Art Competition
Holiday Ornament Workshop
Ongoing/Admin
Elect Leadership
Marshall Fire Memorial
CAPS Structure and Funding
Website and 3D Art Depot
Art Acquisition & Placement
2025 Work Plan
1/1/24
2/1/24
3/1/24
4/1/24
5/1/24
6/1/24
7/1/24
8/1/24
9/1/24
10/1/24
11/1/24
12/1/24

2024 Budget

The activities above have been loosely scoped by the responsible parties, and the estimated budget is shown in the table below. As stated above, we believe that we have lined up a series of events that will be engaging for Superior, are aligned with member interests, and represent a good value for the town. That is, we intend to deliver significant engagement with the community, activation of public spaces, and implementation of public art for a relatively small cost. Note that in the budget, individual events above (such as the ARTery engagement events) are lumped into one line item. See the following descriptions for more details.

It is worth noting that the Plein Air festival is not included in the 2024 budget. Although this was an enjoyable event that seemed to be gaining attention, it was also a large single expense that was planned exclusively by staff (JG Garner), not CAPS. We recommend that if this event, which was fostered for several years by CAPS, remains a priority for the Board, that it should be turned over to Superior's Event staff and provided with additional funding (~$15k).

2024		
Category	**Name**	**Amount**
Art Path	Rent/buy/install artwork	$ 32,000.00
Public Art	Superior Digital Gallery	$ 10,000.00
	Superior 3D Art Depot	--
Events & Programming	Spring AI Art Competition	$ 1,500.00
	Winter Event: Ornament Workshop	$ 1,500.00
	Digital Exhibitions	$ 4,000.00
	Neighborhood Grants	$ 3,000.00
	ARTery Engagement	$ 3,000.00
	Community music events	$ 3,500.00
Elevate Creative Capital	Artist Roster Publicity and Events	$ 1,500.00
	Local artist mural projects	$ 10,000.00
		$ 70,000.00

Project Details

The following sections provide a brief description of each project. These descriptions follow the timeline above in order; please reference the schedule for additional context.

Art Path

The Art Path is a central pillar of the Placemaking Plan. In 2024, and in partnership with our art path consultant hired in late 2023, we intend to make significant strides towards building and promoting the path.

Work that began in December with the art consultant will continue through January, helping to define both a draft route for the physical path itself, as well as strategy and guidance for how to populate the path with artwork in a cohesive and engaging way. We don't want to randomly acquire art and bolt it to the path, but instead to consider neighborhoods and venues, themes and history, and to solicit input from nearby residents to create that sense of investment in the path. *Lindsey is our main point of contact with the consultant, and a sub-committee consisting of Lindsey, Drew, Chris, and Suz is actively working this task.*

We have been working with students at Eldorado K-8 to create stencils that will allow us to use spray chalk to set temporary path markings, so that we can begin to use the path and get feedback on it. This has minimal cost. *Drew is working with Anne Wild at Eldo-K8 on this task.*

After marking a proposed path, we will conduct a series of engagement events on the path. The ideas for these events were developed at a work session with our ARTery consultant, and he will continue to help us develop these ideas for maximum impact. Here is a brief list:

- **Totem creation and placement**: Member Sherry Smith is proficient at working with clay, and proposed an event based on a previous project she executed on her own. Residents will be able to form 'totems' out of clay, emblematic of their interests and emotions, the environment, etc. These totems will be glazed and fired, and then in a follow-up event they can be stacked into mini totem poles along the art path. These totems are low-profile, movable, and likely temporary. *Planned and led by Sherry.*
- **Photo walk**: We will hire a photographer to lead a group of residents in a 'photo walk', where they will learn about their cameras and photographic composition, while utilizing the natural beauty of Superior, the ARTery, and the existing artwork on the path. *Planned by Drew.*
- **Scavenger hunt**: We will create a scavenger hunt that encourages residents to engage with the path, the artwork, and the communities that it navigates. A small budget is allowed for signage, prizes, etc. *Planned by Suz and Drew.*
- **Poetry event**: We will lead a poetry-based event, again utilizing the art path. *Planned by Lindsey.*

Music Events

We are interested in bringing all kinds of art to Superior and activating the public spaces, and performance art is a big piece of this. Up until now, CAPS has been relatively quiet in this area, but member Suz Paxon is passionate about music and performance art, and will lead the planning of a Ukulele Festival to be held in the fall. This medium already has a significant following and we believe we can get critical mass for this event. *Planned by Suz.*

Resources permitting, we may attempt other high-value music events, possibly by utilizing the efforts of the Cultural Caravan out of Boulder (https://www.culturalcaravan.org/).

Art Roster Engagement

The Superior 'artist roster' has been an objective of CAPS for years. It is included in the Placemaking Plan, was specifically identified for pursuit by the Board on the 2023 work plan, and was launched in website form in 2023. We have not seen very much engagement with the roster, so in 2024 we intend to formalize the message around the artist roster and conduct engagement events specifically designed to raise awareness:

- **AI Workshop**: A seminar on creating digital art using AI tools available on the internet. Residents will use their own computers. *Planned and led by Chris.*
- **Stained Glass Workshop**: Residents will learn the art of creating stained glass and will be able to create their own pieces. *Planned and led by Stephanie.*
- **Needle Felting Workshop**: Residents will learn the craft of wool felting and will be able to create their own pieces. *Planned and led by Liza.*

In all cases, residents who attend the workshops will be encouraged to sign up for the artist roster, and in this way we can generate a buzz around the idea and accumulate residents with varied interests.

(Note: the totem creation, photo walk, and poetry event will also serve double-duty as art roster engagement events in those mediums.)

Neighborhood Grants

This is an idea that is identified in the Placemaking Plan as "block parties," and similar ideas have been very popular in neighboring towns. The idea is to allow groups of residents to propose their own activations…block parties, garage bands, neighborhood art, even local improvements…and successful proposals will be funded by CAPS. *Drew will spearhead.*

The first step of this project is some heavy planning, so that CAPS can identify per-grant budget, how proposals will be judged, etc. It is likely that this will be modeled after existing programs such as Arvada's neighborhood grants: https://www.arvadaco.gov/485/Neighborhood-Grant-Programs

Murals

Adding murals to Superior is one of the few things that CAPS gets resident requests for. There are many talented local artists who can use their skills to add beauty and interest to the town. CAPS already has a mural subcommittee who will engage with local artist to create three or more murals in locations around town, resource permitting. *Suz and Liza will lead this task.*

Digital Gallery

In 2024 CAPS will embark on a novel digital art program for Superior, which includes some amazing events and opportunities that can extend beyond our borders in partnership with neighboring communities and arts programs. Early in the year, we will purchase screen hardware that will allow us to host modern digital artwork in our own showcases, as well as partnering with neighboring communities on cohosted curated shows. To our knowledge, Superior will be the first municipality with sponsored museum-quality digital art screens. The Superior-hosted shows will be displayed in the Community Center and/or the new Civic Space, while partner shows (if agreed to) will be hosted in locations across Boulder, Denver and in between. The flexibility that these displays bring to our programming will be a major unlock for diverse art experiences and new audiences.

The digital gallery will allow Superior to host a planned series of four exhibitions (one each quarter), with curators from the field that have already expressed interest to member Chris Nunes. These events may include digital art created specifically for Superior by local or international artists. Chris is also developing a 'proof of residence' digital art collectable program to encourage repeat attendance and to reward Superior residents (and attending neighbors) for their support of public arts.

New tech innovations in AI are also unlocking massive interest and artistic potential. Superior's digital screens will allow Superior to capitalize on this emerging area, hosting an AI art instructional course, and a juried state-wide AI Art Competition with digital art solicited from professional, amateur & children artists.

Member Chris Nunes has extensive experience in the digital art world and is more than capable of making this entire category possible for Superior. *Digital programs led by Chris.*

Ongoing

Several tasks will be ongoing throughout 2024:

- A **Marshall Fire Memorial** Working Group has been formed with members from all of the Advisory Groups. This working group will begin meeting in January to continue our efforts to finalize the design.
- CAPS continues to struggle with **funding and grant-writing**, largely due to our structure as an Advisory Group. We will continue to investigate and suggest funding sources and grants available to us now, while also considering if there is a new structure for Superior's

art program that provides more opportunities, including the external formation of a foundation or shifting of departmental funding.

- CAPS desires to have a beautiful **website** that showcases our collection and other projects that are ongoing. We need a place to distribute information, such as the rules for the Neighborhood Grants. We will work the Communications through 2024 to build this platform.
- **Art acquisition and placement**, a significant part of the budget, will be ongoing through the year. We need to place the three pieces purchased/leased at the end of 2024, decide if we want to continue with the leases (or purchase those pieces), and consider art acquisition opportunities along the ARTery.
- Consider and support Town facility (including but not limited to the Superior Community Center, 'Civic Space' and Downtown Superior) activation and usage, improvements and programing as it relates to the committee's scope of work, mission, projects and programs.

ITEM NO. 2g

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM NAME: **Marshall Fire Memorial Sub-Committee Update**

MEETING DATE: **April 8, 2024**

PRESENTED BY: **Leslie Clark, PROS Director**
Jennifer Garner, Arts & Historical Programs Supervisor
Andrew Vaughan, CAPS Chair

PRESENTED FOR: **Presentation and Discussion**

BACKGROUND:
In 2023, the Cultural Arts and Public Spaces (CAPS), advisory committee worked with staff to select a consulting firm, 23.4 Degrees LLC, to engage Superior residents about the possibility of a Marshall Fire Memorial. The multiple data gathering engagements over a six-month timespan included 1:1 interviews, a written survey, an interactive and conversational booth at the 4th of July event, and feedback with representatives from each Town Advisory Committee. A final report was presented to CAPS in September 2023 that included summarized recommendations for CAPS to further evaluate.

Due to the vast amount of data, the Marshall Fire Memorial Subcommittee was formed in January 2024 to further engage Superior residents, assess consultant gathered survey data, solicit Town Board feedback, and propose what a Marshall Fire Memorial may conceivably look like. This subcommittee was assembled with individuals from all of Superior's advisory committees once it becomes apparent a project of this scale required the input of others beyond the scope of CAPS. Town staff and Trustees have also been engaged in this subcommittee work.

DISCUSSION:
Discussion and feedback from the Town Board

BUDGET IMPLICATIONS:

- CAPS 2023 budget provided funds to hire a consultant to facilitate the public engagement component of this project
- Funding for the production of a memorial will be accomplished through grants and donations. Staff and Sub-committee members are researching funding options.

DISCUSSION:

- Discussion and feedback from the Town Board

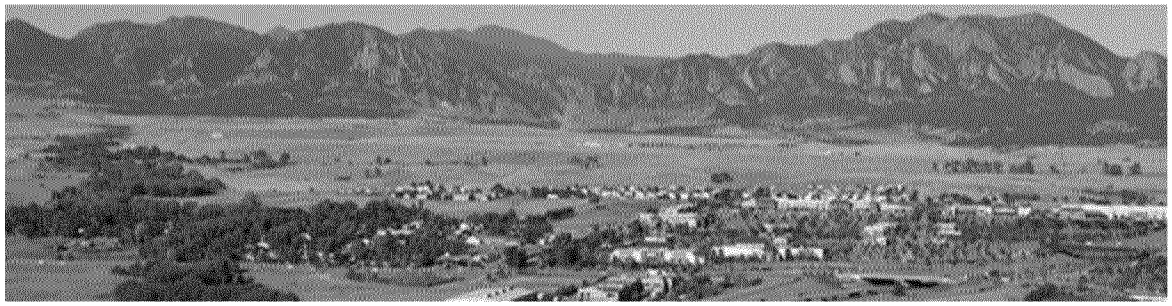
ATTACHEMENTS

- Marshall Fire Memorial Consultants Report
- Marshall Fire Memorial Subcommittee presentation

MARSHALL FIRE MEMORIAL RECOMMENDATIONS

CULTURAL ARTS AND PUBLIC SPACES ADVISORY COMMITTEE
SEPTEMBER 2023

Prepared by 23.4 Degrees



We began this community engagement with the following guiding principle: *before Superior can begin to envision constructing a permanent representation of the effects of the Marshall Fire, it is important first to begin to heal and rebuild; then everyone can reflect and remember.* As the community heals, rebuilds, reflects and remembers, one overarching message emerges from our engagement with the community:

Though there will always be a before the fire and an after the fire, the fire doesn't define us.

Photo: Hart Van Denburg; CPR News

Thee Marshall Fire started on December 30, 2021 and quickly swept through the Town of Superior, the City of Louisville, and unincorporated Boulder County. Over the course of approximately eight hours, two lives were lost to the fires and a collective 1,084 homes were destroyed with an additional 149 damaged, seven businesses were destroyed and another 30 damaged. The devastation of this fire had a ripple effect of the lives of each member of the community leaving many without homes and many others wanting to come together in solidarity to support the community.

Other messages also came through in this first round of public engagement:

- We love the outdoors;
- We have views people go on vacation to see;
- We are curious and open to learning;
- We love living in our neighborhoods, walking our pets, and seeing people we've come to know;
- We are happy to be in Boulder County without being in Boulder;
- We are connected to those in other disaster locations by a heightened sense of what's important;
- Some of us want to forget, some of us want to always remember; and
- We've doubled down on the meaning of community when structures and lives were lost but people were there for each other.

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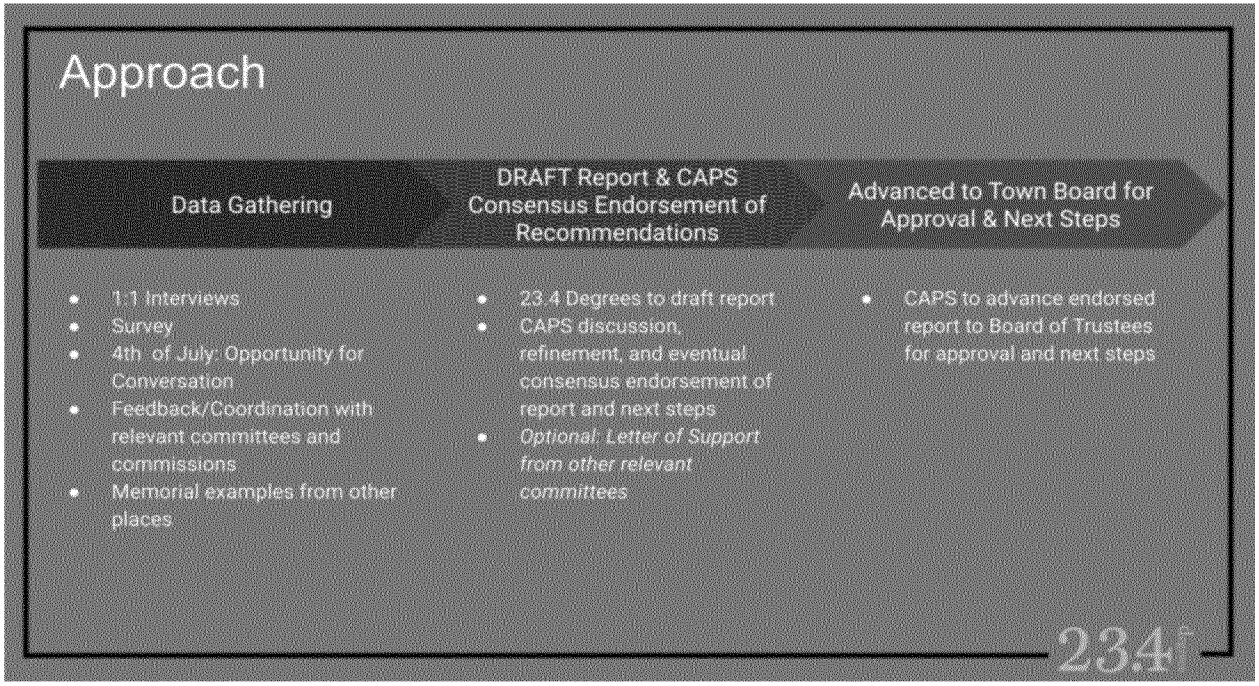
I. INCLUSIVE ENGAGEMENT

As the Town of Superior's Cultural Arts and Public Spaces Committee (CAPS) began to contemplate the possibility of a memorial for the Marshall Fire, they knew immediately that the idea would require careful, community-wide conversation. To capture the wide range of impacts, experiences, and perspectives, the Town of Superior asked 23.4 Degrees[1] to develop a community engagement strategy, and facilitate listening sessions to determine how the Town of Superior should commemorate the fire. From May through September 2023, the 23.4 Degrees team engaged the community through a variety of mechanisms: interviewing community leaders and impacted stakeholders, conducting a community-wide survey (436 respondents), providing engagement opportunities for approximately 125 community members at the annual 4th of July event, collaborating with CU Denver students as they worked with the Boulder Housing Authority to inventory memorials for other disasters, scanning peer-reviewed literature and best practice from other locations that have experienced disasters, and facilitating an advisory group session attended by members of the CAPS, the Historical Commission, The Advisory Committee for Environmental Sustainability, and Parks and Recreation Advisory Committee.



"This report provides important input to creatives who will work with the community on the next phase -- bringing to life a suite of memorials that collectively reflect the needs and hopes of the Superior Community as we remember what happened in this place and how it changed us all."

Lindsey Jones and Andrew Vaughn, Co-Chairs, CAPS Marshall Fire Memorial Subcommittee

[1] *23.4 Degrees is a small woman-owned business based in Colorado. Janesse Brewer (Principal) and Mike Hughes (Project Director) regularly work as strategists, planners, mediators and facilitators for complicated and sensitive topics. They have expertise in stakeholder engagement and often work with communities on topics that range from the arts, culture, environment, and health. For questions about this report,* Janesse Brewer *can be reached at janesse@23-four.com.*

The Superior Community's 2023 View of a Memorial

While much of the message from the community moves in the same direction, it is important to remember that communities are wonderful collections of individual perspectives and aspirations, likes and dislikes, hopes and worries. Although it is possible to find a community's culture and ways of being, beneath the commonalities are profound contradictions. We hope the following expresses the commonalities without ignoring or dismissing the contradictions, and we remind future decision-makers that a memorial to the events and aftermath of the Marshall Fire should attempt to reflect both the shared values and experiences and the individual stories and points of view.

Some of what Superior said is conflicting. That's not surprising. Memories of the fire are filled with contradictory images -- that people want to forget a terrible day and also celebrate how the community came together. We also recognize that how a community feels at different points in time can change. With that being said, it's not necessarily a surprise that the Superior community wishes a memorial to do a lot of things: record history, remember loss (2 human lives, countless pets, and structures), share its stories of resilience and pay it forward by helping future communities that may experience something similar in the future.

In addition, it is necessary to remember that this is a first phase and not a final, decisive phase. So, any direction to an artist, architect or memorialist is a snapshot of this moment in time and not for all time. Whoever is selected to bring these ideas to life should bring her/his/their own ideas and interpretations to the process of memorial building.

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II. VISION FOR A MEMORIAL

A note to the creatives who will help us move from concept to reality for the Marshall Fire Memorial:

With this report, we seek to share more of who we are as a community and what we care about, as it pertains to a memorial. We look forward to you bringing all your creativity and expertise to this endeavor. We hope that knowing us better unleashes your creativity.

MARSHALL FIRE

CAPS, in collaboration with the 23.4 Degrees team, spent several months collecting and considering the community and stakeholder input streams through these data streams:

- literature review and targeted review of best practices for other memorials, specifically other wildfire memorials,
- community input in the form of 1:1 interviews,
- a 4th of July booth designed to collect feedback on a Marshall Fire Memorial,
- a community survey, and
- an invitational meeting to all of the town's advisory groups

In the request for proposals, the Town offered this purpose for a memorial: "The Marshall Fire Memorial is one step to help the local community process and heal from the broad spectrum of grief and loss created by the fire. It will also offer an opportunity to honor the loss and impact, and to instill hope for rebuilding the future." Beginning with Superior's starting point - healing, grief, loss, honor and hope - community engagement focused on what community members would want a memorial to accomplish and what events or attributes were most necessary to memorialize.

Building on this central idea, the 23.4 Degrees team examined research that articulates why some memorials work and others fail to capture a vision or intent. Of particular importance to CAPS was **"Memorials and Healing Places: A Matrix for Bridging Material Design and Visitor Experience"** by Brady Wagoner and Ignacio Bresco. The authors offer these 10 dimensions of a memorial's design and the ideas that each evokes:

	Dimensions of Design	***What that Design Element Conveys and Makes Possible***
1.	Vertical and Horizontal	From Exhilaration to Hope to Inquiry to Contemplation to Grief
2.	Figurative and Abstract	From Directed and Prescriptive to Unconstrained and Expansive
3.	Spatial Immersion and Separation	From Intense or Warm or Personal to Calming or Cool or Objective
4.	Mobility	From Experiential to Observed
5.	Multi-Sensory Qualities	From Connected Across Modes of Learning to Singularly Focused

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6.	Reflective Surfaces	From Absorbing to Meditative to Distancing to Disturbing
7.	Naming	From Commemorative to Universal
8.	Accommodating Rituals	From Static and Sacred to Personalizable and Changeable
9.	Place of Burial, and	From Commemorative to Universal
10.	Location and Surroundings	From Separating and Apart from Nature to Connecting and Connected to Nature

The team used these dimensions to formulate engagement questions relevant to Superior and the Marshall Fire, giving the community the opportunity to consider whether a memorial should be indoors or outdoors, realistic or abstract, uplifting or mournful, a place for solitary reflection or community gathering, and focused on either the past or the future.

III. COMMUNITY INPUT -- WHAT SUPERIOR TOLD US

We did not begin with the assumption that there should be a memorial; we asked whether there should be one or not, and if so, when. These first questions produced the most stark differences within the Superior community.

The Right Time to Start is Now

More than eight in ten who joined the survey want memorial planning to begin now or want the memorial itself built now and recognize the healing power it might have, the urgency of capturing stories and artifacts before they fade or are lost and the need to begin now a thorough, inclusive, robust process for making decisions about a memorial. This mirrors the sentiment expressed at the 4th of July event and in conversation with individual community members and leaders.

All that notwithstanding, in the community survey, ten percent of respondents said that there should never be a memorial. Inside the responses of those who did allow for the possibility of a memorial, some are skeptical that the time is now. Others are adamant that the memorial should not be funded at the expense of rebuilding and providing core services to those impacted by the fire. Others can imagine the need for a memorial, but have no intention of visiting it and don't want to be confronted by it.

What Superior's Marshall FIre Memorial Should Do

In another survey question, we gave respondents seven options for what a memorial can do and asked that they choose three from the list for the Superior Memorial. The 410 respondents generated 1228 total responses with Document History, Offer a Place for Reflection, Honor Actions Taken During and After an Event, and Remember Loss grouped together at the top. With four responses clustered at the top, in the next stages of this process, it will be worth considering whether and how these four might be integrated into the choices Superior will make.

Where Will Depend on *What* the Memorial Should Do

Original Town, Founders Park, the Sagamore neighborhood, Grasso Park and Town Hall are common answers to the question of where a memorial might be placed. Another common suggestion was trailheads that offer a view of the town. A number of residents propose incorporating the memorial into a rebuilt history museum or placing it in an open space near the most affected area. Some residents prefer a location that is easily accessible and visible, while a similar number suggest a more secluded spot for reflection. Many see the place where

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the fire first entered Superior or the fire line as the best locations. Of course, where depends on what shape a memorial takes and many of the specific recommendations indicate this.

Common responses to the question of location included:

- The most affected areas
- Open space that burned
- Multiple, small locations
- Easy access
- A place that offers time to reflect
- A publicly accessible location that allows for yearly gatherings

What Should Be Memorialized

The responses to this question fell into four categories:

- **The event itself.** The speed of it, strong wind, melted vehicles, snow the next day, building foundations, smoke, scorched trees, animals gone, loss of the original town, fire then snow, the magnitude of it, the video record of the event, the two lives lost, the experience of marginalized people (those with disabilities…), chaos, Willie the horse, the scale of it, the cause, suddenness.

- **The immediate response to the event.** First responders, evacuation, courage, heroism, stories of selflessness, trauma, neighbors helping one another, and personal stories.

- **The aftermath**. Loss, the numbers (homes lost…), finding a way back home, sorrow, shock, fear, and how quickly life changed.

- **The recovery.** Community members helping one another, love, resilience, rebuilding, healing, closeness, support, coming together as a community, changing what we do in response to wildfire risk, regrowth, shared journey, and gratitude.

What Visitors 25 Years From Now Should Experience

This question generated a wealth of information for creatives/future memorial builders with responses ranging from the details of the fire itself - heat, speed, wind, etc. - to the attributes that the fire revealed in the community - empathy, strength and compassion. Responses included both remembering and looking forward and commemorating the causes and the admonitions to build in ways that are resilient. The question generated evocative images, repeated juxtaposition of loss and hope and a set of very specific memories, among them, these:

- Speed and scope of the events and what the day was like – weather, magnitude, snow, fear
- Heroism, endurance, pride, awe, respect
- The maddening time it takes to rebuild
- Remember to cherish memories and loved ones
- Acknowledge impermanence
- Connection to the power of nature and the importance of the land and living alongside nature
- Community coming together in support, rebuilding, resilience,strength, warmth, kindness – that we rallied, supported each other, rebuilt, that we rose
- Message of hope for climate change and prevention of catastrophe in the future, sustainability
- That a community is valuable and vulnerable, fragile

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- Power and fragility, a celebration and warning
- How lucky we were and how the pain will last and how we move forward
- That falling apart and coming back together is applicable to the visitor too

Key Considerations for a Future Memorial

There are also widely held views, though not unanimous views, of the essential elements of the memorial Superior needs:

- More outdoor than indoor
- A balance of looking forward and looking back
- More realistic than abstract
- More uplifting than mournful
- Both for solitude and for gathering

More Outdoors Than Indoors

We found very strong support in all the community input data streams (interviews, 4th of July booth, survey, advisory group meeting) for something outdoors. So much of the experience of the fire is embedded in what burned, where it burned, how the fire moved, where and how people evacuated, how swiftly it moved, and memories of wind, smoke, flame, ash, building foundations, vehicles and more. It should be noted that while overwhelmingly residents wanted a memorial that was outdoors, there is also strong support for a role for the history museum and the value of collecting stories and artifacts in the history museum, community center, school or Town Hall.

A Balance of Looking Back and Looking to the Future

Superior community input was divided on whether a memorial will look to the past or the future. Data gathering was filled with detailed recollections of the events of December 2021. While most tip in favor of reflecting on the past, they also want the memorial to convey hope for the future, a sense of ongoing resilience, attention to the changing climate and the need for diligence in future decisions about the wildfire/urban interface and fire-informed planning and building, and, most importantly, the deep sense of community connection that comes from the kindness, love and service that the fire response brought to the surface and that will carry Superior into the future.

More Realistic Than Abstract

Most residents envision realistic images when they think of the fire - photographs taken on the day of the fire and the days after, Willie the horse, artifacts rescued from burned buildings, images of lost pets or old town buildings and streets, and markers that identify what was destroyed.

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Juxtapose Loss-and-Resilience and Grief-and-Hope
There is a clear preference for an uplifting memorial, while simultaneously a deep commitment to preserving memories of the day of the fire and the immediate aftermath - fear, devastation, destruction, loss and grief. Ultimately, Superior wants a memorial that balances loss with resilience and grief with hope.

A Place for Both Solitary Reflection and Gathering
While there is a slightly stronger response for quiet reflection, there's a sense that space might provide a place to gather for future anniversaries or other events as well. Protection from the wind (which was so much a part of the fire's destruction), should be a creative consideration and is important to the community.

VI. RECOMMENDATIONS FROM THE CULTURAL ARTS AND PUBLIC SPACES ADVISORY COMMITTEE

After careful consideration, CAPS advances the following four memorial concepts to Superior's Board of Trustees: an outdoor place, a collection of happen-upon memorials dispersed throughout the community, a continuation of the effort to capture individual stories in the words of those who experienced the fire and the aftereffects, and a memorial to pets. In combination, these ideas address the community's need for a memorial.

For the first two, CAPS stands ready to take on a leadership role:

Concept #1:

An outdoor place for individual reflection, but also with the ability for people to gather and remember the Marshal Fire.

Concept #2:

A "happen upon" dispersed memorial made up of small, but impactful, reminders with the ability for those impacted to customize content and select meaningful locations. These mini-memorials would be small and dispersed or clustered, depending on the preferences of neighborhoods and community members.

For the third and fourth projects, CAPS wants to underline and support efforts already underway:

Concept #3:

"In Their Words" Memorial that would seek to collect and curate the many firsthand accounts and stories from during and after the Marshall Fire. Feedback from the community indicated strong support for collecting stories. The Historical Commission considers this a priority and their work is already underway. With this recommendation, CAPS wishes to underscore the importance of this effort given the level of support it received during this phase of public engagement.

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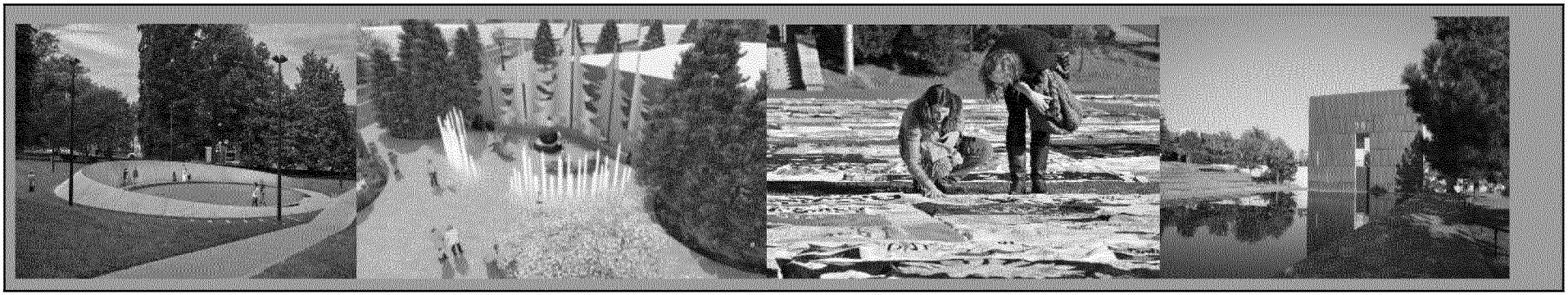
The Commission is partnering with the Carnegie Library for Local History, a part of the Boulder Library. The recordings they've done are accessible from their website.

Concept #4:

A Pet Memorial is an important place to remember the pets lost in the Marshall Fire. Feedback from the community indicated strong support for finding a place and a way to remember the extraordinary number of pets lost. The Parks Advisory Group has already dedicated a bench for this (created in concert with a local Girl Scout troop) and some increased intentionality around a pet memorial would be important to many residents. With this recommendation, CAPS wishes to underscore the importance of this effort given the level of support it received during this phase of public engagement.

Concept 1 - An Outdoor Space for Remembrance, Gathering and Reflection			
Concept	**Who Should Lead**	**Status**	**Next Steps**
A place for the individual members of the community to pause and reflect and a place with a view of the fire-impacted places and landscapes is an important first memorial to the fire	**CAPS**	**Not yet initiated**	- **Contemplate funding in dialogue with elected officials and community leaders and the public** - **Begin examining locations in more detail and in coordination with other relevant advisory committees and Town departments** - **Generate a Call for Artists/landscape architects and others who may help realize this vision**
Why it's important: Superior residents voiced interest in both a place for reflection as well as a place for gathering. They expressed interest in a place of solitude to remember lives lost and actions taken on the day of the fire and the days after. At the same time, they want a way to look forward. Elegantly combining these concepts in a park lets the community reflect on loss and remembrance and may include a physical commemoration, a quiet place and a larger opportunity for community gathering.			
More details:			
Inspiration Gallery:			



Concept 2 - Happen Upon Memorials			
Concept	**Who Should Lead**	**Status**	**Next Steps**
Dispersed mini memorial(s) that collectively give a feel for the geographical range of impact and potential to personalize	**CAPS**	**Not yet initiated**	**Contemplate funding in dialogue with elected officials and community leaders and the public** **CAPS to convene to advance this concept and release a Call for Artists**
Why it's important: Many in the community expressed a desire for a way to bring honor to the specific places and actions that are central to their memories of the day of the fire and the days and weeks after. It serves as a reminder and lets individuals decide how best to recognize what happened and what they wish to remember. These mini-memorials let impacted residents opt in and provide guidance on what might be conveyed and where they might be placed.			
More details: In implementing this idea, artists would work with those who were impacted to customize small markers (perhaps footstones) that can be placed in important locations. The markers could be individual or, in some cases, could encompass a whole neighborhood or a location that has meaning town-wide. One example is a memorial to 400 lasagnas a week at the Community Center.			

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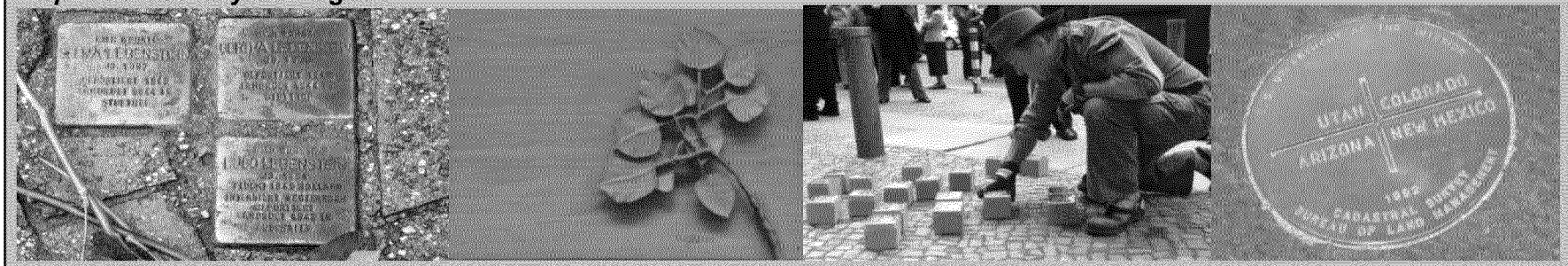
Inspiration Gallery of Images:



Stumbling Blocks in Germany: https://www.npr.org/2012/05/31/153943491/stumbling-upon-miniature-memorials-to-nazi-victims

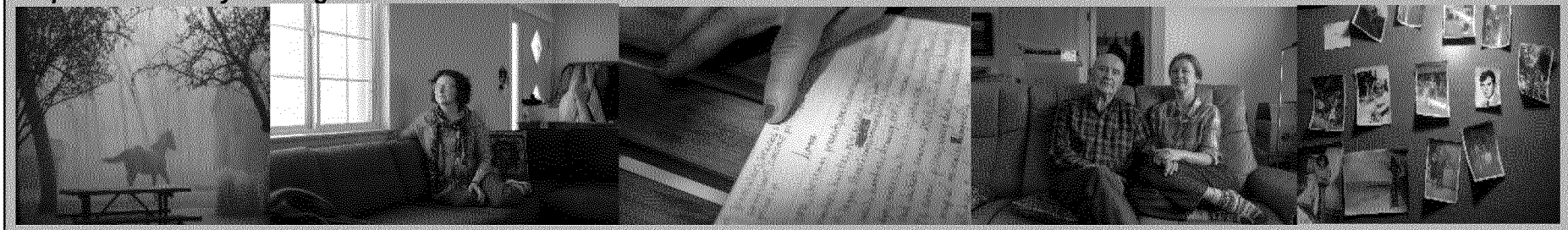
About funding: No current funds designated or raised for this concept. Significant fundraising would be important with a sensitivity toward ensuring fundraising for a memorial isn't diminishing funds that could be allocated to fire victims.

CAPS would not want its efforts or this report to eclipse the great work already underway and notes that much of the input for this report focused on two things that are being stewarded by the Historical Commission and the Parks and Recreation Advisory Committee.

Concept 3 - IN THEIR WORDS - Already Underway			
Concept	**Who Should Lead**	**Status**	**Next Steps**
Collection and curation of stories pertaining to the Marshall Fire - during and after	**Historical Commission & Museum**	**Already underway, and central to the Historical Commission's work and the Museum's first initiative**	**Continuing collection, documentation and cataloging**
Why it's important: The collection and curation of stories are important to many Superior residents. It honors what happened that day, in people's own words. Stories can be about what's most meaningful to people -- the sights, sounds, smells, and emotions. It can choose to focus on the fire, evacuation, what/who was lost, first responders, how neighbors and the community helped each other, resilience and re-building, how other disaster-impacted communities reached out for help and support, frustration and triumphs with navigating policies and policy change to assist victims, and other aspects of the what happened during and after the fire.			

More details: In many cases, these stories have been recorded through NPR series, local news, and the work of the Historical Commission. While there may be more to collect, the focus may be on cataloging and curation of the stories already recorded. The Historical Commission and future museum (being rebuilt after a total loss in the fire) consider this a priority activity and focus.

Inspiration Gallery of Images:



Photos of displaced residents and artifacts from NPR article: ***https://www.npr.org/2022/06/20/1105329199/marshall-fire-colorado***

About funding: Fundraising secured as part of the rebuilding of the museum and Historical Commission.

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Concept 4 - Pet Memorial

Concept	Who Should Lead	Status	Next Steps
Pet Memorial	**Park and Recreation Committee**	**A pet park already under consideration** **One memorial bench already built**	**It is necessary to sort out what type of memorial to make**

Why it's important: An overwhelming number of community members mentioned the countless pets lost in the fire and the desire to find some way to memorialize those pets.

More details: Park planning is underway and a memorial bench has already been made. it is important to consider whether a memorial fits into those plans or is separate from them.

Inspiration Gallery of Images:

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Documenting the Process for This Phase -- Engagement by CAPS and 23.4 Degrees Team

A1 - INDIVIDUAL INTERVIEWS

Before anything else, this process began with key stakeholder interviews in June 2023. These included: members of CAPS and the Parks Advisory Committee, Superior Rising leaders and elected and appointed officials.

A2 - ENGAGING THE TOWN OF SUPERIOR'S ADVISORY GROUPS

On August 29, 2023, we met with leaders from the Town's community advisory groups..Attendees were: Susan Stanish (PARC), Dalton Valette (Historical Commission), Michelle Gazarik (ACES), Sandie Hammerly (Town Board); Sherry Smith (CAPS), Lindsey Jones (CAPS), Kara Neuse (CAPS), Andrew Vaughan (CAPS). In addition to sharing an overview of what was learned through the 1:1 interviews, 4th of July booth, and survey, this group also reflected and reacted to a number of conceptual ideas. While almost all of the conceptual ideas had some support, there was the most energy and enthusiasm for a place for reflecting/gathering and "happen upon" dispersed memorials. They were additionally supportive of efforts underway to collect stories (Historical Commission already pursuing this see my FYI above) and a pet park/memorial (Parks and Recreation Committee already pursuing this through a memorial bench, etc.). While there was interest also in a "Pay it Forward" concept (outlined in the table below), it was determined this might be better considered after the other concepts were implemented and might also be something that could be done in collaboration with other communities who have also experienced disaster.

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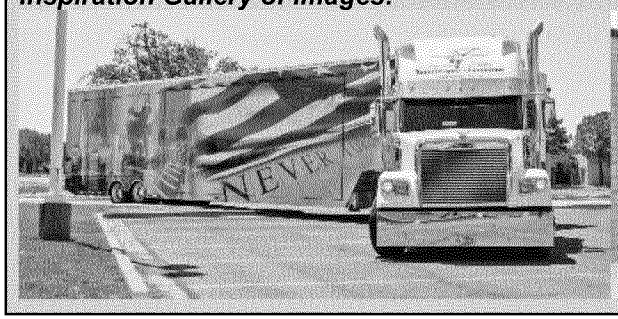
Pay It Forward Mobile Memorial - *For Future Consideration*

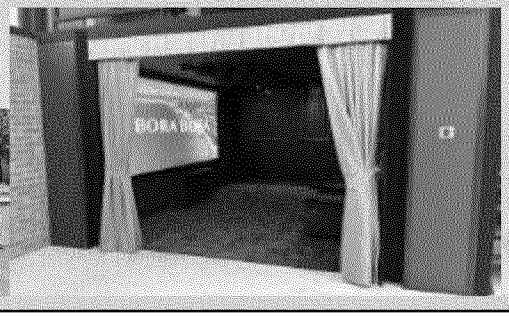
Concept	Who Should Lead	Status	Next Steps
A "mobile memorial" that could have a permanent home in Superior (perhaps outside the Museum, or some other location), travel to events in the community, and could be deployed with purpose to future communities experiencing disaster who are in need of understanding, comfort, support, and assistance from people who know	**Unclear it may be the case that this group should explore partnering with one or more other communities (and perhaps a Federal partner such as FEMA)**	**Idea parked Of interest, but also considered of less priority**	**No next step while other concepts are prioritized**

Why it's important: Finding ways to turn grief into support for the grief-stricken adds meaning and purpose to the memories of the Marshall Fire. Repaying generosity by extending the same kindness to those who are experiencing something similar to your own experience was repeated by many in the community. It is not lost on those who offered input into this process that Superior possesses the resources and resiliency for rebuilding and recovering and that some of those resources are rightly deployed to benefit those who experience the next wildfire, natural disaster, climate-related loss or community-wide tragedy.

More details: This concept seeks to "pay it forward" and turn the memorial into action and comfort for future communities. It might have a digital component where stories are shared, or comforting messages are conveyed from one impacted community to the next. The memorial could pull in elements of what happened in Superior with artifacts, digital stories, photos, artwork, etc. It could also potentially have functional aspects for an impacted community -- a place for meetings or gatherings, a wifi hotspot, charging station, printers, a resource library, or other functions. The design would be mobile in either a truck, shipping container, or similar design that could be deployed upon community request.

Inspiration Gallery of Images:





About funding: No current funds designated or raised for this concept. Significant fundraising would be important with a sensitivity toward ensuring fundraising for a memorial isn't diminishing funds that could be allocated to fire victims.

A3 - 4TH OF JULY BOOTH/ENGAGEMENT

On July 4, 2023, we engaged people through an interactive booth where residents were invited in to talk with CAPS and 23.4 Degrees team members and also leave their input through interactive stations asking resident feedback on different aspects of a future memorial. It's estimated that 100-150 people shared their views through this event. Several news stories captured the importance of this effort. Channel 7 morning news, Channel 7 evening news at the top of the hour, Channel 9 news. Superior's July 4th Marshall Fire Memorial public engagement generated these suggestions and ideas:

Written Cards From Those Who Visited the Booth

What to Commemorate/Purpose for a Memorial

- Streets and house numbers
- Names associated with whose homes fully burned down
- Line of fire/burn area
- Pets
- Those who died
- First responders, including water department workers
- Community response
- Lessons learned from moving forward – with specific examples implemented
- Resilience and hope
- Showcase how the community came together for support of their neighbors
- Stories of what people lost; and did anything come back to them later (e.g., pictures, memorabilia, etc.)?
- Community coming together
- Community and resilience
- How the fire started
- Impact on community
- Practical education to help prevent
- Help people learn from our tragedy
- Symbolize rising from the ashes
- Place to sit and reflect
- The help that flowed into the community
- We are lucky to still have our house – community came together in a beautiful way
- Place of reflection
- Journey of before, after and rebuild of our community
- Uplifting
- Reminder that community can come together and support one another when there is not a terrible event

Something Other than Art or Physical Monument

- We could interview people about how the Marshall fire affected them
- Big party with food and drink (this got one thumbs-up)

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- First responders scholarship for continuing education
- Something that is not just art – but serves to benefit people over time

Timing

- Just do something
- It's too soon
- I just want to forget about the whole thing
- Not at all – I just want to forget

Where

- A low-profile park area on the corner of McCaslin and Coalton open space (NE corner) with small walking/park area
- Multiple locations; include those who lost homes and those who didn't and stayed through the recovery
- Roundabouts
- Original Town
- Sagamore
- Founders Park
- Asti Park
- Closest to most impacted areas
- Far enough away that survivors who don't want to be confronted with it don't have to be

Physical Images

- A phoenix
- Horses running through the flames
- Kinetic wind sculpture
- A bunch of fire fibers standing/fire dogs
- A statue
- A sculpture
- A sculpture of the fire
- A mural
- Large public art piece
- Video and pictures from residents who experienced fire
- A coal trestle – 2-to-3-story climb up and overview of Old Town, Sagamore, downtown
- A statue with a row of people with arms across shoulders holding boxes of donations
- Clouds of smoke visible from miles away
- Sculptures in a place to reflect (I love the Broomfield 9/11 Memorial)
- Put a cauldron in the middle of the three metal people sculptures in the roundabout
- Designate burn line – like towns have done with floods
- Having an exhibit in the community center about what was affected
- Place to store individual stories, videos and messages
- Something similar in design to the roundabout sculpture
- It should show the scale of the fire somehow
- Plaques for houses damaged or destroyed
- Garden
- Photo gallery
- Prioritizing fire-safe build and community planning
- Memorial you can climb on, sit on, play on
- Include any pieces/homes/burn collected from the fire (show the burn) include the color/haze of the sky somehow with the memorial
- Dog park to memorialize lost pets
- A sculpture of the fire alongside coal mining
- A mini museum about the fire

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- Yes to a memorial – light structure like the figures on the roundabout
- A statue outside

Other

- Everyday driving through the reconstruction – every day it's different but you can't point to the specifics because everything is slightly different in some way.
- Extremely disorienting, uncomfortable in a way, but still the joy of your neighbors – yet you still feel the sadness

Forced-Choice Selections - More of This and Less of That - One Ping-Pong Ball for Each Pairing

	Totals	Percentage
Abstract	64	45%
Real	79	55%
Inside	16	11%
Outside	127	89%
Solitary	34	24%
Gathering Place	105	76%
Mournful	9	6%
Uplifting	132	94%
Past	55	40%
Future	82	60%

Seven Purposes
Three Ping Pong Balls to Select Your Top Three

Honor Actions Taken During and After	97	24%
Document History	86	21%
Offer a Place for Reflection	59	14%
Convey Lessons for the Future	53	13%
Express Loss	47	12%

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Mark an Anniversary	37	9%
Convey the Meaning of an Event	28	7%

A4 - COMMUNITY SURVEY

Superior has a robust system for creating, distributing and promoting community surveys in www.shapesuperior. This tool allowed the 23.4 team to reach more than 1000 viewers and 436 respondents. The survey was open from July 5, 2023, through August 15, 2023.

Demographic Information

Residency - 427 responses

Are/were Superior residents	384	90%
Are/were residents of Boulder County but not Superior	38	9%
Not a resident of Boulder County	8	1%

If Superior, for how long? - 380 responses

More than 10 years	238	63%
6-10	58	15%
1-5	73	19%
Less than 1 year	11	3%

Age - 430 responses

25 and younger	11	3%
26-40	76	18%
41-60	216	50%
61-80	118	27%
81+	9	2%

Impact (check all that apply) - 432 individuals, 1354 responses

My home was destroyed by the fire	108	25%
My home was damaged by the fire	160	37%
My business was destroyed by the fire	8	2%
My business was damaged by the fire	8	2%
My neighborhood was impacted by the fire	305	71%
I knew someone who lost their life in the fire	56	13%
I lost a pet/animal in the fire	26	6%
The fire impacted me emotionally and I still live with it	262	61%
I had to evacuate during the fire	354	82%
None of the above	6	1%

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Other	52		12%	

Whether and When

Community Survey
431 Responses

As soon as possible	148		34%	
3-5 years from now (planning likely needs to begin now)	212		50%	
5-10 years from now		33		7%
Never	45		9%	

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More of This / Less of That

Outdoors
411 Responses

Indoors								Outdoors	
1	2	3	4	5	6	7	8	9	10
5%	2%	1%	1%	1%	6%	3%	7%	11%	63%

Look Back
408 Responses

Look Back								Look to the Future	
1	2	3	4	5	6	7	8	9	10
14%	4%	16%	8%	30%	4%	5%	5%	4%	10%

Realistic
406 Responses

Realistic								Abstract	
1	2	3	4	5	6	7	8	9	10
27%	10%	12%	4%	22%	2%	6%	8%	2%	7%

Uplifting
414 Responses

Mournful								Uplifting	
1	2	3	4	5	6	7	8	9	10
4%	2%	4%	3%	5%	25%	8%	14%	8%	27%

Solitude
404 Responses

A Place for Solitary Reflection								A Place to Gather	
1	2	3	4	5	6	7	8	9	10
12%	4%	12%	8%	4%	33%	5%	8%	5%	9%

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What to Memorialize

Document history	261	21%
Offer a place for reflection	238	19%
Honor actions taken during and after an event	228	19%
Remember loss	204	17%
Convey lessons for the future	122	10%
Convey the meaning of an event	114	9%
Mark an anniversary	61	5%

Locations

General Criteria

- Most affected areas
- Open space that burned
- A publicly accessible location that allows for yearly gatherings
- Easy access
- A place that offers time to reflect
- Multiple, small locations

Specific Locations

- Coalton Trail
- Downtown
- History Museum Site
- Sagamore
- Founders Park
- Asti Park
- Miner's Park
- Community Center
- Town Hall
- Trailhead overlooking downtown
- Trailheads
- Open space behind Ajax/Andrew with mountains in the background
- Near miners' memorial
- Open space south of Target
- Louisville rec center
- Louisville Davidson Mesa or Coal Creek Trail
- Arsenault property
- Near children's park – Forshee property
- Not in downtown
- Oerman-Roche trailhead
- Purple Park
- Coalton/Indiana intersection
- Marshall Mesa/Marshall Road
- McCaslin/Hwy 36
- Across from the gas station where the business burned
- Coyote Ridge

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Visitor Experience in 25 Years

- Impact on the community and the emotion of it
- Empathy, compassion
- Speed and scope of the events and what the day was like – weather, magnitude, snow, fear…
- How we can learn from it and what has changed because of what we learned
- The heroism, endurance, pride, awe, respect
- The maddening time it takes to rebuild
- Remember, reflect
- Remember to cherish memories and loved ones
- Acknowledge impermanence and acknowledge what was lost
- Look forward
- What was there before and what the town was like before
- How it could have been prevented
- Connection to the power of nature and the importance of the land and living alongside nature
- Community coming together in support, rebuilding, resilience, strength, warmth, kindness – that we rallied, supported each other, rebuilt, that we rose
- How climate change impacted this place 25 year prior
- Message of hope for climate change and prevention of catastrophe in the future, sustainability – what we need to do to adapt to climate change - the future
- That a community is valuable and vulnerable, fragile
- Different for different people – uplift, validate, grieve – as people need – the fear and the beauty
- Healing, hope
- Loss, devastation, change that can't be undone, uncertainty about whether our house existed, whether we would live in it again
- Power and fragility, a celebration and warning
- How lucky we were and how the pain will last and how we move forward
- That falling apart and coming back together is applicable to the visitor too

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Appendix B -- Memorial Examples

Memorials from Other Locations - Examples Shared with CAPS Leadership

- **Gateway Arch -** *Completed: 1965 - St. Louis, Missouri - stlouisarch.com*
- **Steilneset Memorial to Victims of Witch Trials -** *Completed: 2011 - Vardø, Norway nasjonaleturistveger.no*
- **Vietnam Veterans Memorial -** *Completed: 1982 - Washington, D.C. - nps.gov*
- **Jewish Museum Berlin -** *Completed: 2001 - Berlin, Germany - jmberlin.de*
- **Oklahoma City National Memorial & Museum -** *Completed: 2001 - Oklahoma City, Oklahoma - oklahomacitynationalmemorial.org*
- **USS Arizona Memorial -** *Completed: 1962 - Honolulu, Hawaii -nps.gov*
- **Mémorial des Martyrs de la Déportation -** *Completed: 1962* - Paris. France - *defense.gouv.fr*
- **Memorial da América Latina -** *Completed: 1989 - São Paulo, Brazil - memorial.org.br*
- **Pentagon Memorial -** *Completed: 2008 - Arlington, Virginia - pentagonmemorial.org*
- **Hiroshima Peace Memorial -** *Completed: 1954 – Hiroshima, Japan - http://visithiroshima.net/*
- **National September 11 Memorial and Museum -** *Completed: 2011* New York, *New York - 911memorial.org*
- **Martin Luther King Jr. Memorial -** *Completed: 2011 - Washington, D.C. - nps.gov*
- **National Memorial for Peace and Justice -** *Completed: 2018 - Montgomery, Alabama -museumandmemorial.eji.org*
- **Yad Vashem -** *Completed: 2005 - Mount of Remembrance, Jerusalem - yadvashem.org*
- **Hope Plaza - Paradise Fire Memorial** - *fundraising underway - https://www.hopeplazaparadise.com/*
- **Waldo Canyon Fire Memorial - Faces of the Fire** - *Completed 2013 - https://www.youtube.com/watch?v=wU2iQy1CcWg*

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Appendix C. Sample Call for Artists RFP

Sample RFP for Artists/Memorialists - This sample is adapted from the City of Santa Rosa, California. CAPS thanks Santa Rosa for their assistance.

REQUEST FOR QUALIFICATIONS CALL FOR ARTISTS

1. APPLICATION DEADLINE
2. HOW TO APPLY
3. ELIGIBILITY
4. DESCRIPTION OF PROJECT OPPORTUNITY

   The goal of this completed project is to help the local community process and heal from the broad spectrum of grief and loss created by the fire. It will also offer an opportunity to honor the loss and impact, and to instill hope for rebuilding the future. In a first phase of public engagement, four ideas emerged as the leading reasons for creating a memorial. This project should document the history of the town before and after the fire, offer a place for reflection, honor actions taken during and after the fire and/or remember loss.

   The selected artist(s) will have access to responses to a community survey to assess initial aspirations for the public art.

5. PROJECT LOCATIONS
6. PROJECT BUDGET

   The total available funding for the project is, inclusive of design and construction is $X, allocated as follows:
   - Artist's fee (15%)
   - Fabrication and installation (80%)
   - Contingency (5%)

7. ESTIMATED COMPETITION TIMELINE
   - Deadline to submit qualifications..... Date
   - Finalists notified..... Date
   - Project orientation for finalists..... Date
   - Deadline to submit artwork proposal ..... Date
   - Public display of artwork proposals & other engagement opportunities ..... Date
   - Selection panel recommendation to Cultural Arts and Public Spaces Committee..... Date
   - Finalize Artist Services Agreement with selected artist..... Date
   - Completion and installation ..... Date

8. SELECTION CONSIDERATIONS
   - Artistic excellence, originality and innovation as evidenced by representations of past work in photos provided.
   - Appropriateness of the artist's medium and style for this project.
   - Experience developing artworks for public clients and for public spaces.
   - Experience, success and/or interest in creating public artworks in collaboration with an active community and advisory committee; and a proposal that includes collaboration with public stakeholders
   - Experience with projects of similar scope and scale, or comparable professional experience.
   - Demonstrated understanding and incorporation of the stated goals of the project.

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- Suitable for selection given placement, durability, maintenance and public safety.
- Demonstrated sensitivity to address the potential impact of the project on the public.
- Availability to participate in the design, approval and implementation of the project, and complete installation by the deadline.
- References.

9. ARTIST SELECTION PROCESS

The selection panel will identify and recommend three finalist artists to CAPS based on the project criteria. CAPS members will have access to review all applications prior to the finalist recommendation. The finalists will be invited to submit a specific proposal for which they will be paid an honorarium. All finalists will be expected to attend an orientation to learn more about the community and the project prior to developing a specific proposal for the project. Using the selection considerations, one artist will be selected to complete the project. CAPS will approve the final artist recommended by the selection panel, and the final artwork design. CAPS also reserves the right to decline any or all applications, or artist(s) recommended by the selection panel, and to reissue the RFQ for additional artist candidates.

10. SCOPE OF WORK

For finalists invited to submit proposals, the scope of work will include:

- Providing conceptual drawings, models, and/or animation of proposed design showing proposed form, scale and materials. Artist shall provide presentation-quality visual material of the proposal for review by the selection panel and participate in presentations as requested by CAPS.
- Providing written descriptions of proposed design and plan for implementation, including any planned community engagement.
- Providing proposed project budget inclusive of all costs associated with this public art project including, but not limited to, artist fees, other consultants' and subcontractors' fees, insurance, engineering, permits, materials, fabrication, transportation, installation (including any site modification beyond City responsibility) and post installation documentation.

For the selected artist, additional scope of work will include:

- Providing final drawings, models, and/or animation and written descriptions relating to the artwork as directed by the Town showing the details and location of the artwork, including form, scale, proposed materials, structural considerations including structural load, power requirements, lighting types, surface integrity, permanence, and protection against theft and vandalism.
- Providing detailed project budget including itemized costs for materials including applicable sales tax; off-site fabrication costs including to-scale mock up, software development and engineering, material analysis and research; costs of labor for assistants; artist's design fee and time for coordination, fabrication, supervision and installation which may not exceed 15% of the total artwork budget; itemized general contractor and subcontractor costs; permits or other fees; insurance; studio and operation expense, and if applicable, lighting for the artwork; travel costs; transportation of artwork to site; storage costs both before and during installation, itemized installation costs, including labor and equipment; and project contingency.
- Meeting with CAPS, staff and community representatives as needed.
- Fabricating, installing and documenting the artwork at the site within approved budget and timeframe.
- Complying with terms, conditions and insurance requirements as required by Artist Services Agreement.

11. APPLICATION REQUIREMENTS

Please submit the following materials as described below to… There is no application fee to apply. All required information and materials must be included, or the application will be removed from consideration. Specific proposals are not requested at this stage in the process and will not be accepted. The application form will include:

1. Completed online application form, including three professional, work-related references related to public art commissions.
2. Up to ten (10) digital photos of previous artwork; a minimum of five (5) is required. Artists applying as a team may submit ten photos for each team member. Please do not submit prints or other reproductions of your work. Digital photos should be high quality.

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3. A photo list for all images included with your application, including title, date, materials, dimensions, location, a brief description of the project, and the art project cost.
4. Artist statement(s): one (1) page maximum.
5. Resume(s): two (2) pages maximum.
6. Letter of interest, including an outline of your qualifications and relevant experience, interest in this project and a general approach to this project: two (2) pages maximum.

For more information contact _____

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Marshall Fire Memorial

Town of Superior Board Update
Marshall Fire Memorial Subcommittee
April 8, 2024

Table of Contents.

01 **Introduction**

02 **Consultant Report**

A review of the report from 23.4 Degrees

03 **MFMS Perspective**

Extended analysis by the MFM Subcommittee

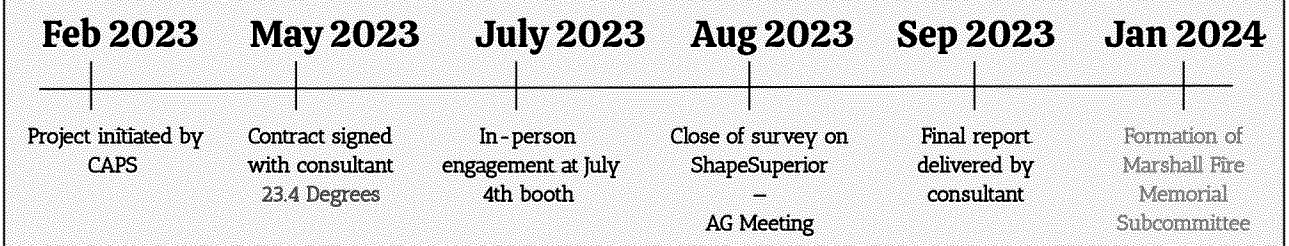
04 **Next Steps**

How to move forward

01

Introduction.

MFM Project timeline.



MFM Subcommittee

- Formed in January 2024 for the purposes of:
  - Assessing consultant-gathered survey data and report
  - Engaging Superior residents
  - Soliciting Town Board feedback
  - Proposing what a Marshall Fire Memorial may conceivably look like to CAPS
- Assembled with individuals from all of Superior's other Advisory Groups
  - A project of this scale requires the input of others beyond the scope of CAPS
  - Town staff and Trustees have also been engaged in this subcommittee work

CAPS: Andrew Vaughan
OSAC: Kara Neuse

ACES: Michelle Gazarik
PARC: Susan Stanish

SHC: Dalton Valette
SYLC/PC: NA

Presentation Objectives

- To report the consultant's conclusions to the Board and Superior Residents
- To provide some additional context from the MFMS
- To propose a path forward

02

Public Engagement Final Report.

(External Presentation)

Cultural Arts and Public Spaces Advisory Committee & Marshall Fire Memorial Subcommittee Town of Superior

RECOMMENDATIONS

TO THE BOARD OF TRUSTEES
AND THE
SUPERIOR COMMUNITY

MARSHALL FIRE MEMORIAL

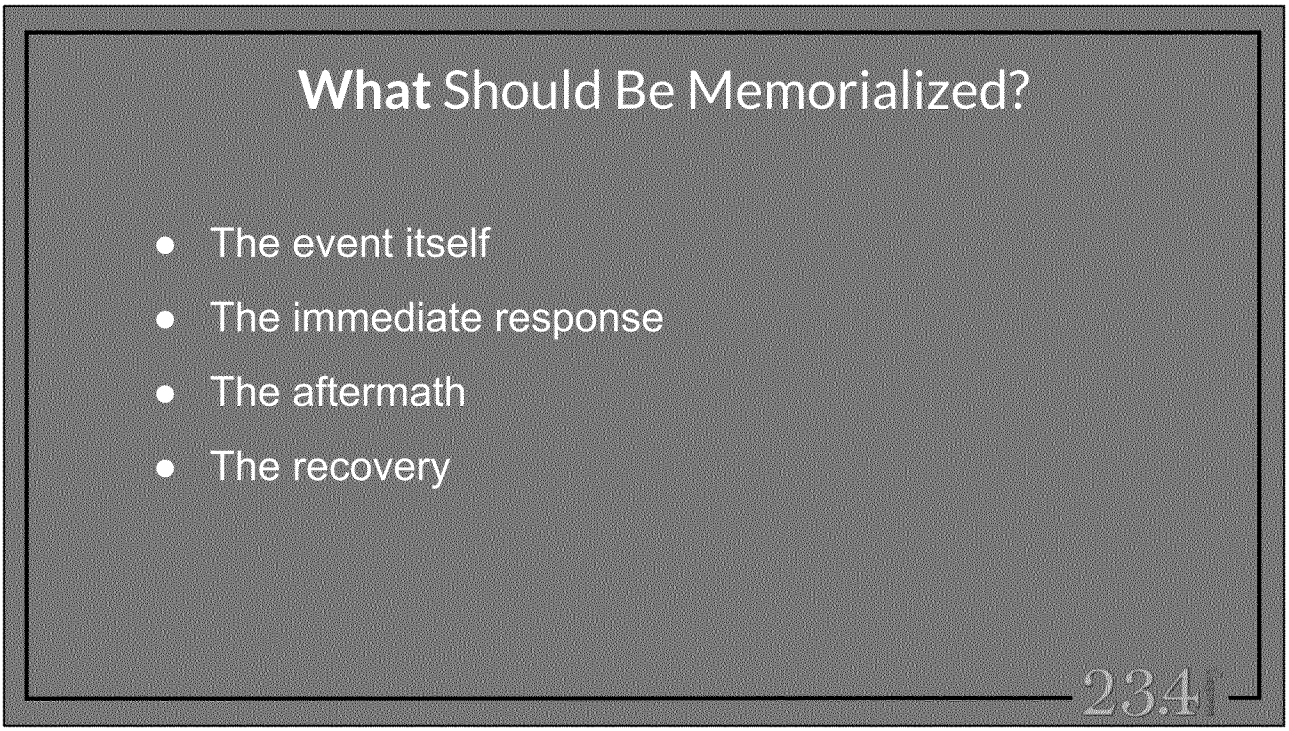
April 8, 2024

Approach

Data Gathering	DRAFT Report & CAPS Consensus Endorsement of Recommendations	Advanced to Town Board for Approval & Next Steps
• 1:1 Interviews • 4th of July: Opportunity for Conversation (7/4/23) • Survey on ShapeSuperior (8/15/23) • Feedback/Coordination with relevant committees and commissions (8/29/23) • Memorial examples from other places	• 23.4 Degrees draft report (9/22/2023) • Formation of Marshall Fire Memorial Subcommittee (MFMS) with other advisory groups (1/1/2024) • CAPS review, discussion, and eventual consensus endorsement of report and next steps	• CAPS/MFMS advances endorsed report to Board of Trustees for approval and next steps

What is the Memorial “Experience”?

- Document History
- Offer a Place for Reflection
- Honor Actions Taken During and After an Event
- Remember Loss



The event itself. The speed of it, strong wind, melted vehicles, snow the next day, building foundations, smoke, scorched trees, animals gone, loss of old town, fire then snow, the magnitude of it, the video record of the event, the two lives lost, the experience of marginalized people (those with disabilities…), chaos, Willie, the scale of it, the cause, suddenness

The immediate response to the event. First responders, evacuation, courage, heroism, stories of selflessness, trauma, and neighbors helping one another., and personal stories

The aftermath. Loss, the numbers (homes lost…), finding a way back home, sorrow, shock, fear, how quickly life changed

The recovery. Community members helping one another, love, resilience, rebuilding, healing, closeness, support, coming together as a community, changing what we do in response to wildfire risk, regrowth, shared journey, and gratitude

PEOPLE ARE HOLDING BOTH GRIEF AND HOPE

Juxtapose SPECIFIC LOSSES

- What the Town Was
- Lives Lost, Pets Gone, Homes Destroyed
- People Displaced
- Grief, Fear and Destruction

With SPECIFIC TRIUMPHS

- Stories of Neighbor-Helping-Neighbor
- Stories from First Responders
- Connections that Have Deepened and Will Last
- Urgency about Climate Change, Wildfire Mitigation
- The Town's Rebuilding, Resilience, and Hope for the Future

When?

The 23.4 Degrees findings suggest: The time is now

MFMS would like to note:

82.2% said either ASAP or "3-5 years from now (planning likely needs to begin now)"

Where

GENERAL CRITERIA

- The Most Affected Areas
- Open Space that Burned
- A Publicly Accessible Location that Allows for Yearly Gatherings
- Easy Access
- A Place that Offers Time to Reflect
- Multiple, Small Locations

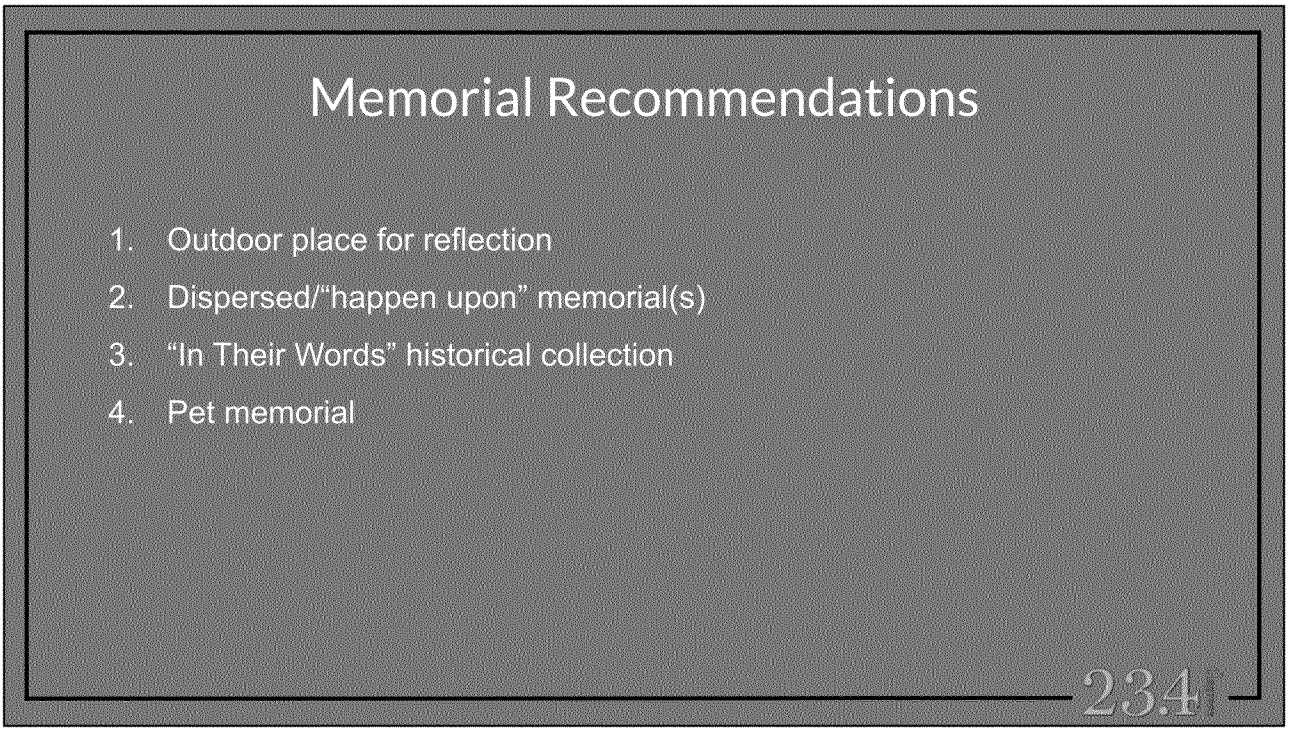
SPECIFIC LOCATIONS

- Parks
- Trailheads
- Original Town
- History Museum
- Sagamore
- Many More

More of This, Less of That

Direct from the survey and engagement results, we find widely held – though not unanimous – views of the essential elements of the memorial Superior needs:

- More **Outdoor** than Indoor
- A Balance of **Looking Forward and Looking Back**
- More **Realistic** than Abstract
- More **Uplifting** than Mournful
- Both for **Solitude and Gathering**



Concept #1
An outdoor place for individual reflection, but also with the ability for people to gather and remember the Marshall Fire

Concept #2:
A “happen upon” dispersed memorial made up of small, but impactful, reminders with the ability for those impacted to customize content and select meaningful locations. These mini memorials would be small and dispersed or clustered, depending on the preferences of neighborhoods and community members

Concept #3
“In Their Words” Memorial seeks to collect and curate the many firsthand accounts and stories from during and after the Marshall Fire. Feedback from the community indicated strong support for collecting stories. The Historical Commission consider this a priority and their work is already underway. With this recommendation, CAPS wishes to underscore the importance of this effort given the level of support it received during this phase of public engagement.

Concept #4:
A Pet Memorial is an important place to remember the pets lost in the Marshall Fire. Feedback from the community indicated strong support for finding a place and a way to remember the extraordinary number of pets lost. There is already a memorial bench for this but some increased intentionality around a pet park and memorial would be important to many residents. With this recommendation, CAPS wishes to

underscore the importance of this effort given the level of support it received during this phase of public engagement.

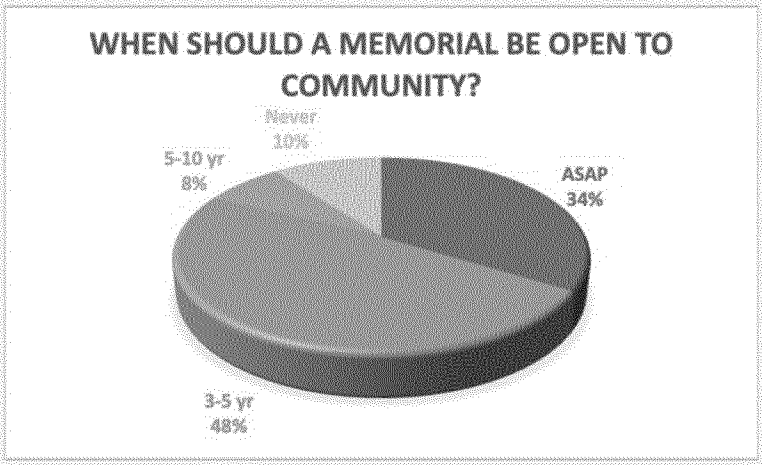
03

Data Analysis.

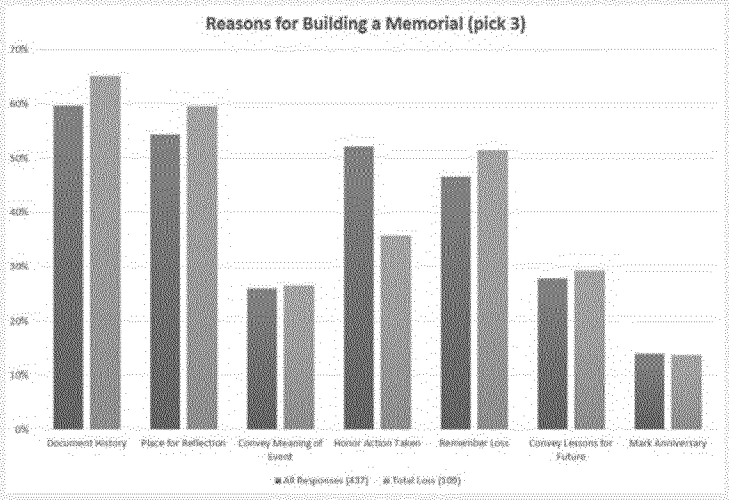
Extended review by the subcommittee

Analysis of All 'When' Responses

- 437 responses
- 82% either said ASAP or 3-5 yr
- Common sentiments of those that said "Never":
  - Don't spend money
  - Use the museum



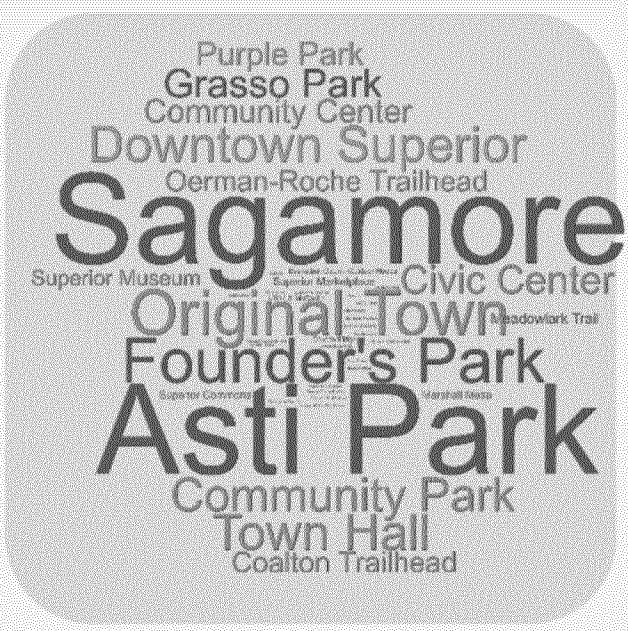
Perspective of Total Loss Victims



slidesmania.com

Where In Town?

- "Sagamore" and "Original Town" were often accompanied by comments of "because those areas were most deeply affected"
- "Town hall" was most often 'near Town Hall', often mentioning the Historical Museum
- Lots of "not Downtown" recorded
- A number of locations like Meadowlark, Coalton Trailhead, and Marshall imply "open space"



Historical Commission's Perspective

- Currently working on tackling some of the historical aspects of the Marshall Fire as a historic event in Superior's history.
  - Interactive digital displays acquired thanks to donations from the Lion's Club.
  - These displays can offer archival footage of the day of the fire, interviews with survivors and victims, timelapse footage of the museum rebuild, and photo galleries of before, during, and after the fire.
  - Statistics, data, and facts about the fire (from number of homes lost to duration and size of the fire to costs associated with the damage) could also be found here.
  - Have already collected post-Marshall Fire interviews from the Carnegie Library for Local History and the Oral History Program.
- Currently pursuing continued use and access of the Bungalow as a secondary museum location
  - Would allow for greater opportunities to situate a section or sections of the museum(s) on the Marshall Fire and its historical relevance to town history.

04

Next Steps

Where we go from here

Public Engagement

- Starts with this Board presentation and making the results public
- The MFMS is proposing one or more Open House events
  - Similar to Rock Creek Parkway or Housing Study engagement
  - Stations exposing some of these conclusions: when, where, the "main concepts", fundraising, etc
  - Get in-person feedback (half a year after the initial survey, many residents are back in their homes or rebuilding, and now we have solid conclusions to work against)
  - Receive input on project description itself -would it be a "Memorial", Reflection Point, Monument, etc
- The message is *transparency and engagement*

Fundraising

- We lean towards not using public money, but organizing fundraising from corporate sources, public grants, crowdsourcing, government, and individuals
  - We believe that donors will be very supportive of this cause
  - Budget and project scope will be intertwined, currently TBD
  - It's hard to predict how long this will take

Thank you!

Questions or comments?

caps@superiorcolorado.gov

Backup

MFM Subcommittee

The Marshall Fire Memorial Subcommittee was formed in January 2024 to engage Superior residents, assess consultant gathered survey data, solicit Town Board feedback, and propose what a Marshall Fire Memorial may conceivably look like to the Cultural Arts and Public Spaces Advisory Committee (CAPS). This subcommittee was assembled with individuals from all of Superior's other Advisory Groups once it becomes apparent a project of this scale required the input of others beyond the scope of CAPS. Town staff and Trustees have also been engaged in this subcommittee work..

Quotes from Residents

“I want people to be able to learn from these events, to show what happened, how we got through it, and how we can be more prepared as a city in the future.”

“How the community helped each other after the fire.”

— Q15, What visitors feel in 25 years

“There is a deep feeling of regret for so much that was lost by so many and yet a very deep feeling of gratitude to those, especially in Boulder county, who reached out with help in so many ways. It was one of the most devastating moments of my life as well as one of the most amazing experiences of people helping people.”

— Q17, Please tell us more

“Appreciate the thoughtful questions!! I would love to be surveyed again when there are some conceptual options to review if that is possible to provide more input. This is super important to the healing of our community so having a voice in this is great.”

— Q17, Please tell us more

“Please remember all the pets that were lost. I think that has been a lingering trauma. Houses are getting rebuilt and stuff replaced. What we have now is a true sense of community, but profound sense of loss, and collective trauma. Every windy day makes me fearful.”

— Q6, Ideas and emotions important to capture

“The sheer magnitude of it all. The colors of the sky, the choking smoke, the abject fear and the total loss. More than 70 years of heirlooms [...] gone. Most important, the hands of strangers reaching out to help. A cold bottle of water, a coat to keep warm with, sandwiches to strengthen us. The embraces from volunteers that didn’t care that we were blackened, dirty and smelly. That love lit the way out of the hell we we were living.”

— Q6, Ideas and emotions important to capture

Town Board
Meeting Minutes

March 11, 2024
Town Hall, 124 E. Coal Creek Drive
Superior, CO 80027
6:00 P.M.

DRAFT

Call to Order Meeting of Board of Trustees

Roll Call

Present:	***Mayor Mark Lacis***
	Mayor Pro Tem Neal Shah
	Trustee Jenn Kaaoush
	Trustee Stephanie Miller
	Trustee Jason Serbu
	Trustee Sandie Hammerly
	Trustee Bob McCool
Absent:	***None***
Others Present:	***Assistant Town Manager Martin Toth***
	Town Clerk Lydia Yecke
	Town Attorney Nick Hartman

Approval of Agenda
Pulled item #3a (Draft meeting minutes for 2/12/24 needs correction)

Motion: Trustee Bob McCool moved to approve Agenda, seconded by Trustee Jason Serbu.
Vote: CARRIED. 7 - 0

Executive Session to hold a conference with the Town's attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), regarding Rocky Mountain Metropolitan Airport and related aviation matters.

Motion: Trustee Jason Serbu moved to Enter Executive Session to hold a conference with the Town's attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), regarding Rocky Mountain Metropolitan Airport and related aviation matters. (6:05 p.m.), seconded by Trustee Bob McCool. **Vote:** CARRIED. 7 – 0

Motion: Mayor Pro Tem Neal Shah moved to Exit Executive Session, seconded by Trustee Bob McCool. **Vote:** CARRIED. 7 - 0

Action on Executive Session

Motion: Mayor Mark Lacis moved to approve Action on Executive Session, to authorize Towns Special Counsel to file a complaint against Jefferson County Board of Commissioners and Airport Director related to Rocky Mountain Metropolitan Airport, seconded by Trustee Sandie Hammerly. **Vote:** CARRIED. 7 - 0

Board Reports

The following Board members gave reports: Trustee Miller, Trustee Kaaoush, Trustee Hammerly, Trustee McCool, Trustee Serbu, Mayor Pro-Tem Shah and Mayor Lacis

Public comment on Consent Agenda, Presentations, and Non-Agenda Items.

The following persons gave public comment: Matthew Horton, Brad Walker,

Historical Commission Presentation

Transit Oriented Communities Bill Update

Consent Agenda

Motion: Trustee Sandie Hammerly moved to approve Consent Agenda, seconded by Trustee Jason Serbu. **Vote:** CARRIED. 7 - 0

Approval of the Board of Trustees Meeting Minutes

Pulled - Draft Minutes 02.12.2024
Approved - Draft Minutes 02.26.2024

Continued Public Hearing regarding a New Hotel and Restaurant Liquor License for Casa Agave 2 LLC, dba Casa Agave Family Mexican Restaurant, 401 Center Drive

Motion: Trustee Sandie Hammerly moved to approve a New Hotel and Restaurant Liquor License for Casa Agave 2 LLC, dba Casa Agave Family Mexican Restaurant, 401 Center Drive, seconded by Trustee Bob McCool. **Vote:** CARRIED. 7 – 0
*Casa Agave will receive their liquor license contingent upon receiving their C.O.

Discussion of Potential 2024 Ballot Measure

Mayor Lacis adjourned the meeting at 9:37 p.m.

_____
Mark Lacis, Mayor

_____
Lydia Yecke, Town Clerk

DRAFT

MEETING NOTES
Advisory Committee for Environmental Sustainability (ACES)
March 14, 2024 @ 5:30 PM

1.Call Meeting to Order (5:30 p.m.)

2.Roll Call

Present: James Zarske, Stephan Sain, James A Lester, Mike Foster, Michelle Gazarik, Miles Hoffman, Lisa Barnes, Nikki Hewett (John Schallau – absent)
Staff: Alexis Bullen
Trustee Liaison: Jason Serbu

3.Agenda Approval

Michelle Motions
Mike Seconds
Passes unanimously

4.Public Comment (5:40 p.m.)

None

5.New Business and Updates (5:45 p.m.)

5.a. Town Board Liaison

- Town Board has files suit against Jeffco re: Touch and Go noise.
- Nothing to report beyond that in regards to sustainability efforts.

5.b. Town Staff

- Alexis asked for any interview questions for future ACES applicants
- ACES members can email Alexis with additional questions
- Board wants to make sure to have the right questions to ask ahead of time.
    - Michelle would like to ask a question about ability to participate in working groups outside of main ACES meeting
    - Also check for conflicts of interest
    - Set expectations up front. There's a greater commitment than just the meeting.
- Alexis sent the update ahead of time for members to read:
    - Sustainability Update to the Town Board
        - Data dashboard, water conservation, the Plastic Pollution Reduction Act (PPRA), and the waste contract.
        - Board curious about bag fee feedback – re: changes July 1 to update fees/materials/etc.
        - Board and committee dinners will be scheduling over the summer.
    - New budget form created to influence 2025 budget. ACES should start submitting ideas now.
        - Needs to be finalized by May meeting.
        - Any income from bag fee needs to go towards waste related budget items.
    - New website for Xcel's energy smart meters/time of use
    - TASP kickoff 4/24 – ACES can send a representative
    - Attendance Reminder – need to let staff know ahead of time if you cannot attend
        - We have a full committee (9 members)
    - Earth Month – need ACES participation

        - Need Arbor Day staffing – April 27th 10-12pm
        - SmartMeter/Time of Use Event – April 24th 6-7:30pm
    - Newsletter topics

5.c. Working Groups

- Resources
    - Didn't get a chance to meet
- Operations
    - Didn't get a chance to meet
    - Link to meet didn't work. Planning to meet second Wednesday of the month 6-6:30pm
    - Mikaela will follow up with virtual meeting option
- Outreach
    - Didn't get a chance to meet
    - Lisa may join as well
    - Some hard copies of the action plan produced

6.Discussion Item(s) (6:00 p.m.)

6. a. Zero Waste at Events – Mikaela Gregg, Events and Volunteer Manager (6:15 p.m.)

- Great start to zero waste events for the Town going forward
- Earmarked budget
- Rolling out a reusable platform for events
    - Quotes from R-Cup for all major events
    - Arbor Day
        - Cups for water
        - Good launch at this event will help for larger ones
    - July 4th – use reusable boats for pancakes, water stations
        - Have the option to bring in compost – we will put out compost bins
    - Chili/Beer
        - Reusable chili cups, water cups, and chili sampling.
        - Distilleries and wine tasting – R Cups
    - Summer series
        - Beer cups (R Cups)
- Alexis and Michaela working on messaging to incorporate in all marketing about events – highlight town goals.
- Some additional low hanging fruit we can take advantage
- $13k of sustainability budget being spent on R-Cups engagement
    - Could combine budgets to get reusable spoons
    - Additional $3-5k to eliminate spoon waste
- Questions
    - Mike – could we steer bag fee funds towards these budgets?
        - Yes – there are other events we're not touching yet; we can explore this option
    - Nikki – Wondering about the data aspect
        - Could we weight the compost, set baselines for future years?
            - RCup gives us good data we can use to show progress
        - Is there budget to potentially for carbon offsets for these events?
    - Michelle – on March 30 is international zero waste day – will send a link.
    - Trustee Serbu – Asked about edible cutlery
        - People loved the edible cutlery
        - Jim – could we offer something for people who bring their own spoons/cups/bowls?

        - Could incentivize people – this idea was well received.

6. b. 1-2-3 Electrify event feedback (6:15 p.m.)

- Alexis looking for feedback on the event
- 3-part series on electrification
- May 8th – intro electrification
    - Compelling to hear from neighbors
    - Would like one person from each city to share experience
        - 10 minute formal discussion per city
        - EV, Heat Pump, Solar, whatever you've done
        - Looking for someone to share their story
        - Jim/James/Michelle will represent ACES on that committee (6-7:30)
        - Working on handouts – Outreach may take on a table
- Electrification Expo – suggestions on tables, make it informational – July 13th
    - See the things they would purchase
    - EV Drive and Ride
        - Showcase – Miles/Lisa could bring cars
    - Looking for groups
    - Informational groups (could have people there selling things as well)
    - Front Range Beneficial Electrification Network is a place to check
    - Jim putting together a heat pump 101/102 for NREL
    - Would be great to have a variety of cars
    - Potential
    - BVSD – kids engagement and education? Electric bus or trash truck?

6. c. Waste contract questionnaire and policy discussion (6:30 p.m.)

- Updating the 2020 waste survey
- ACES needs to get clear on what we want to see in the new waste contract
    - Alexis and Mike took an attempt at a more streamlined survey
    - Michelle votes on the shorter one – more work on our end. It's more open ended
        - Version 1 had a bias
    - Lisa – People don't always know what's available to them. Maybe should close off that question.
    - Miles/Michelle – give people check boxes for services
    - Steve – change "may" to "expected" cost increase
    - Mike – There is value in including rock creek to get data, economies of scale, etc.
    - Miles – Need to make clear who is impacted (if sent to all). Would like to see a shape superior waste survey to mimic for all other residents
    - Services: Landfill, Recycling, Compost, Periodicity
    - Additional enhancements
        - Customer service – call center
        - Calendar/Informational packet
        - Branch/yard waste pick ups
        - Large items pick ups
        - Composting
        - Bin size selection
        - Electric hauling fleet
    - ACES modified survey for Alexis to clean up
    - Consensus on survey

6. d. Chair and Vice Chair elections (7:15 p.m.)

- Chair
    - Miles nominates Mike Foster

    - Michelle second nomination
    - No other nominations forwarded
    - Unanimous support (8 yes, 0 no, 1 absent)
- Vice Chair
    - Michelle nominates James Zarske
    - Nikki seconds nomination
    - No other nominations forwarded
    - Unanimous support (8 yes, 0 no, 1 absent)

6. e. Litter pick-up kits (7:25 p.m.)

- Asher – Monarch purchased his own gloves/pick up kit
- Educating people to pick up plastics before it becomes microplastics
- We can have a tub that has these kits at the community center – can be stored there. Michelle to monitor. Litter picker uppers, vest, gloves, tarp.
    - Check in-check out item
- Need a motion – need to allocate up to $400 of ACES budget
- We will make a YouTube video on how to use kit, including that you don't always need a trash bag to collect litter. Michelle will make the video.
- Could do a trash pick-up on Arbor day
- Motion – Mike foster – provide up to $400 for litter pick up kits
- James Zarske seconds
- Unanimous (8 yes, 0 no, 1 absent)
- Motion passes.

7.Adjourn 7:33pm

MEETING NOTES
Cultural Arts and Public Spaces Advisory Committee (CAPS)
MEETING – MARCH 21, 2024 @ 6:00 PM
SUPERIOR COMMUNITY CENTER

1. Call Meeting to Order
   Chairman Andrew Vaughan called the meeting to order at 6:00pm

2. Preliminary Matters
   a. Roll Call
      Present: Andrew Vaughan, Lindsey Jones, Sherry Smith, Stephanie Coffin, Suz Paxson, Liza McKenzie
      Staff Present: Jennifer Garner "JG", Arts & Historical Programs Supervisor, Leslie Clark, Director of Parks, Recreation and Open Space
      Trustee Liaison Present: Sandie Hammerly
      Guests: Mia & Guy from Monarch High School

   b. Agenda Approval
      Stephanie motioned to approve the agenda and it was seconded by Suz.
      Unanimously approved.

   c. Public Comment (limit 5 minutes/person)
      There was no public comment.

3. Staff Updates
   a. Board request for interview questions and list of specific/desired skills
      Questions need to be submitted by the end of the month via email to Trustee Hammerly directly. The committee discussed some common suggestions, including information to candidates about how much effort is involved.
   b. Storage of digital screens and carts
      JG has suggested moving the screens to a storage unit currently used Historical Commission. Andrew suggested keeping one or two screens at the Community Center for ongoing exhibit purposes.
   c. Dancing Sticks/Reven Swanson artwork
      JG explained that the glass orbs do not consistently stay illuminated and pitched to the artist to hardwire the piece with a timer. The artist is researching options and cost, and this would come out of the public art maintenance budget.
   d. Superior Pet SNAPS community photo competition
      Submissions opened today and ends April 18th, then the entries will be juried.

4. General Updates & Debriefing
   a. Updates -N/A
   b. Debriefing
      - Digital Art event
        Andrew reported on behalf of Chris that an estimated 50+ people attended the event and that there was overall good feedback. The new screens were a great way to display the digital photography.
      - CBCA Awards event
        Suz discussed attending the luncheon event, what the awards were about and future

CBCA projects.

c. Upcoming Events
   - Totem Bead Making Workshop, Sunday, April 21, 12-3pm
     JG confirmed that the workshop will be capped at 25 people. Plan for the event has been completed and Sherry will finalize the supplies and room setup at the SCC with JG. The group discussed dispersion of the totems along the ARTery or to create a Totem Garden so that they are all in one location. JG inquired about needed assistance for the workshop with confirmation by Sherry of the need. Liza and Stephanie volunteered.
   - ARTery Photo Walk, Saturday, May 11
     Andrew has interviewed three possible photographers and loosely committed to one, with a meeting slated for the next day, with JG and Suz also attending. Event plans will be firmed up so that administrative and Comms needs are met in a timely manner. Andrew stated that no assistance is needed by CAPS members for this event.

5. Work Plan Check-In
   a. ARTery planning, art placement, and Board update
      The ARTery subcommittee reported that last month a walk through was conducted with the consultant who provided a report presentation for CAPS to review, prior to an upcoming Board update on April 8th. The group recommended moving the Clapper sculpture location and to omit other recommended endeavors that are too far into the future. The group also discussed the recommended mural locations proposed by the subcommittee and the consultant. Liza mentioned that as a member of the mural subcommittee, those locations plus others she has in mind will be discussed with Town staff in an upcoming meeting. Lindsey motioned to approve the Board presentation per the recommended updates and it was seconded by Suz.
      Unanimously approved.

   b. Neighborhood grant project guidelines and Board update
      Andrew shared a semi-finalized proposal document and opened a discussion about being cognizant of HOAs and the overall application process. Leslie let the group know that staff would need to work with the finance department to shift CAPS funds because their current budget comes from CIP funds which can't be used for giving. She also recommended changing the term of "grant" to "sponsorship". Stephanie motioned to approve the Grant/Sponsorship Guidelines with noted changes and it was seconded by Andrew.
      Unanimously approved.

   c. AI Art Competition rules
      The group proposed changes with regards to the time frame, details with regard to winning artworks being part of the Town's public art permanent collection with regard to reproduction image use rights, and timeline. JG will inquire about whether the Town attorney needs to review the document. Stephanie motioned to approve the competition prospectus with the proposed changes and the motion was seconded by Lindsey.
      Unanimously approved.

   d. Mural subcommittee
      This update was already provided in the above ARTery planning discussion.

   e. Music event planning
      Suz stated that on Saturday, October 5th from 9am to 4pm the inaugural Town Ukulele Festival will be held. With regard to CAPS related art events, Suz has a tentative senior recital performance showcase for people to bring their own instruments. Another would be a battle of the bands style performance in September. Andrew recommended nailing down dates and locations soon. Suz will finalize project plans, locations, and tentative dates then present it to CAPS for approval.

f. CAPS structure, funding and grant options
Tabled for the next meeting.

6. Discussion Items
   a. Prairie Dog Tour, new locations
   Stephanie reported that several businesses would prefer the P-dogs be outside rather than indoors as CAPS had originally proposed for the tour. Stephanie suggested reducing the tour down to three P-dogs, one at the SCC, and the remainder going back to outdoor Town locations. Stephanie & JG will finalize the three new locations and work on redistribution of the remaining P-dogs.
   b. Marshall Fire Memorial update to the Board
   Andrew shared the presentation that the subcommittee would like to present to the Board. JG inquired about the length and whether there would be enough time. Leslie suggested presenting a summary but sending the whole report to be part of the Board packet. Andrew also reminded the group that although the subcommittee is comprised of members from other advisory committees, it still remains a CAPS initiative. The update to the Board is slated for their April 8th meeting.
   c. Superior Arts Roster
   Andrew presented a template on Google Forms that mimics the roster currently on Shape Superior. The group likes this option of easier access as the group would like for people to be able to sign up during CAPS events or via QR code. JG and Andrew will finalize the form later this month.

7. Adjourn
   Andrew motioned to adjourn the meeting at 7:57pm and it was seconded by Stephanie.
   Unanimously approved.

Next Meeting: Thursday, April 25th, 2024, at the Superior Community Center

MEETING NOTES
Home Rule Charter Commission (HRCC)
March 7, 2024 at 6:00 PM
Superior Town Hall

1. Call Meeting to Order – 6:03pm

2. Preliminary Matters
   - Roll Call
     i. Present: Jeff Chu, Claire Dixon, Clint Folsom, Mike Foster, Chris Hanson, Dalton Valette, Ryan Welch
     ii. Absent: Heather Cracraft, Ryan Hitchler
     iii. Staff: Kathryn Sellars (Special Counsel) and Martin Toth (Assistant Town Manager)

   - Agenda Approval
     i. Unanimously approved

3. Public Comment
   - Celeste Landry, Boulder, thanked the Commission on including language which is open to different voting methods in the future and discussed an upcoming Colorado House bill which would address proportional voting methods and ease of use and implementation.

4. Review of Charter sections

   a. Second Review:
      - Section 3.04 – Review Dual Role Language (subsection 2)
      - Article 6 – Public Hearing/Public Comment – For Commission Direction
      - Article 10 – Taxation
      - Article 11 – Initiative, Referendum, and Recall
        - *Item tabled to a Second Review to the next meeting to give Commission members more time to review additional documentation for referendums*
      - Article 12 – Open Space and Trails
        - Revisit Section 1.04(g)
        - *Reviewed and made redline changes to the charter draft*

   - Initial Review:
     - Article 13 – Miscellaneous
     - Article 14 – Transition
     - Preamble
       - *Reviewed and made redline changes to the charter draft*

5. Set Schedule/Discussion of Public Hearing
   - *April 4th targeted for Public Hearing*
   - *May 13th targeted as date for public hearing to present Home Rule Charter to the Board of Trustees*

6. Adjourn – 8:17 pm

MEETING NOTES
Home Rule Charter Commission (HRCC)
March 21, 2024 at 6:00 PM
Superior Town Hall

1. Call Meeting to Order – 6:00 pm

2. Preliminary Matters
   a. Roll Call
      i. Present: Heather Cracraft, Claire Dixon, Clint Folsom, Mike Foster, Chris Hanson, Ryan Hitchler, Dalton Valette
      ii. Absent: Jeff Chu, Ryan Welch
      iii. Staff: Kathryn Sellars (Special Counsel), Matt Magley (Town Manager)

   b. Agenda Approval – *unanimously approved*

3. Public Comment
   a. none

4. Review of Charter sections
   a. Second Review:
      - Preamble
      - Article 6, Subsection 6.03(1)(b) – Public Comment
      - Article 11 - Initiative, Referendum, and Recall
      - Article 12 - Open Space and Trails
        - Review Section 1.04(g) – Exclusion Language
      - Article 13 - Miscellaneous
      - Article 14 - Transition

      - Reviewed and made redline changes to the charter draft

   b. Additional Review
      - Section 3.04(2)(b) – Limitation of serving in dual offices – reviewed 3.04(2)(a) per Kathryn's instruction
      - Section 3.13 – Declaring and filling vacancies
      - Any other clean up review as necessary

      - Reviewed and made redline changes to the charter draft

5. Next Steps – Public Engagement and Public Hearing
   - Development of talking points
   - Hot topics for the public
   - Structure for public hearing – ~~**April 4, 2024**~~ **move to April 18, 2024**

- *Discussed items and decided to move public hearing to April 18; commission will plan to review talking points and topics at April 4 meeting*

6. Adjourn – 8:04 pm

MEETING NOTES
Superior Open Space Advisory Committee (OSAC)
Wednesday, March 13, 2024
6:00 PM
Online

1. Call Meeting to Order (6:02)

2. Preliminary Matters
   a. Roll Call (6:02) In attendance: Kara Neuse (chairperson), Rita Trainor (vice chair), Tracey Bain, Cristi Verbeck, Jeff Wade, Mike McDonnell, Joann Maneri, Amber Graves, Leslie Clark (Director, Parks, Recreation and Open Space), Phary Om (Town Ranger), Stephanie Miller (Town Board Liaison)
   b. Agenda Approval (6:04) Approved
   c. Public Comment (6:05) None

3. OSAC Discussion Items
   a. Staff Updates [Phary/Leslie] (6:05) **Phary:** OSAC approved the purchase of Birds of the Prairie pocket guides as event giveaways. Superior and Louisville will coordinate their noxious weed programs for the 2024 season. The Town is coordinating a pollinator project with Friends of Coal Creek and the Butterfly Pavilion. For National Trails Day, planning is on schedule and OSAC approved having Sweet Cow at the event. **Leslie:** The survey work and legal description for the proposed parking lot on Coyote Ridge has been sent to CDOT for their consideration. The rezoning application for the Rodelli (Coal Creek) property goes to the Planning Commission on 3/19 and to the Town Board in April.
   b. Continuation of Community Involvement Project for 2024 (6:15) The role of OSAC members in community involvement projects was discussed.
   c. Open Space Master Plan (6:17) The new Open Space Master Plan will be developed in conjunction with the Town Comprehensive Plan; community input on the two plans will be coordinated. Development of the Master Plan will be discussed at the April meeting.
   d. Town 15 (6:25) The Town is considering Town 15 for affordable housing. The committee will review the 2021 Master Plan discussion of this property and consider a recommendation in April.
   e. Prairie Dog Plan Update (6:40) OSAC is still waiting to hear from a potential Pueblo relocation site.
   f. Committee Candidate Interview Questions for new OSAC members (6:44) The committee will review existing and additional questions and make a recommendation in April.
   g. National Trails Day Planning (7:52) Planning is progressing on schedule.
   h. Trails/Open Space Requests to Boulder County (6:54) OSAC approved the submission to Boulder County prioritizing Coal Creek, Zaharias and Bolejack properties. Trail recommendations include the Marshall Road underpass, Industrial Mines Trail, Coyote Ridge ADA trail and parking lot as a trailhead, and McCaslin underpass.

i. Funding Request from BOCO for Industrial Mines Trail (7:00) OSAC approved applying to Boulder County for funding for the Industrial Mines Trail.
j. OSAC Roundtable (7:30) Kara Neuse updated the Committee on the wildfire memorial project.
k. Approve expenditure for raffle prizes for National Trails Day (7:06) OSAC approved up to $125 for the purchase of two pairs of field binoculars as raffle prizes for National Trails Day.
l. Reminders (7:10) *Arbor Day reminder* – Discussed during Staff Updates.

4. Updates & Lookaheads:

a. Standing Updates (7:12)
   4.a.1. Rocky Mountain Greenway (Rocky Flats): No update.
   4.a.2. Raptor Program: The program has over 30 volunteers and 300 observations this year. Peter Ruprecht is holding one raptor walk per month; the next walk is April 12th. Both the raptor and wildlife monitoring programs will have a booth at Arbor Day.
   4.a.3. Wildlife Monitoring Program: There are currently 15 observations, primarily coyote. CitSci is being evaluated as a potential data gathering tool for both wildlife and raptor monitoring efforts. Testing will begin in May, and if all goes well, the new platform will be rolled out in November.
   4.a.4. Trail Etiquette: Town staff is working with BVSD on bike safety in association with Bike to School Day. Leslie will attend the next meeting of the sub-committee to assist with determining next steps.
   4.a.5. Wildfire Update: Wildfire Partners and Town staff met to discuss a plan to better mitigate future wildfire risk for homes that back to open space.
   4.a.6. Communications Update (for Kevin Colon): No new events to add to the Comms calendar.

5. Adjourn (7:39)

**Indicates priority item due to Board, Staff, or Work Plan Timeline*
Next Meeting: Wednesday, April 10, 2024, 6:00 p.m. at the Superior Community Center
(OSAC meets on the second Wednesday of the month.)

MEETING NOTES
Parks and Recreation Advisory Committee (PARC)
FEBRUARY 21, 2024 @ 7:00 PM
SUPERIOR COMMUNITY CENTER

This meeting was held in-person, also with a virtual option.

1. Call Meeting to Order

2. Preliminary Matters

a. Roll Call

- PARC members:

Burton Mckenzie
Tim Martin
Susan Stanish
Martha Siegmund
Saadia Aurakzai-foster
Lindsay Kerr

- Town staff:

Bryan Meyer
Mikaela Gregg

- Trustee liaison:

Trustee Jenn Kaaoush

b. Approval of Agenda

c. Public Comment

3. Discussion Item(s)

a. Initial discussion of amenities and services list prioritization activity
Susan – the amenities and services list prioritization activity file ranks things against one another and as a committee. If the town board asks questions, we have this document to support decision making. This file will be in the drop box. She encourages everyone to review the file. We need to reset for this next year and how to adjust our needs/wants in the future.
We will wait to hear back from Robert first before each committee member needs to rank items in the file. Martha will connect with Robert to see what the next steps are.

Bryan added Lindsay and Grace to the Dropbox folder. Bryan will resend the link to everyone.
We go through and name/rank each item. Based on everyone's score, we come up with an overall ranking.
South pool – during last years review of this file, we ranked the south pool renovation with the assumption the budget had already been approved. The replastering will be done shortly.
There was an inquiry about a YMCA facility and what the interest and cost would be to develop a recreation facility in the town of Superior. Susan will mention this item to Robert. Bryan stated that there is a conversation currently going on with the Town of Superior and to hold off on reaching out at the moment.
There was a question regarding field programming and how it's managed. Bryan referenced Civic Rec – where individuals would check field usage.

b. Discuss and explore PARC's interest in installing more tetherball to an existing park
Wildflower Park might be a good location for an additional tetherball installation. Another option would be Superior Commons or Founders Park. Martha suggests we add it to the amenities list file and rank it.

c. Plan grand opening event for Miners Park to take place in Q2
Mining related activities and having a scavenger hunt was an idea for the grand opening activities. Another idea are gold pans/fools gold with a band and BBQ truck. It was stated that it would be difficult to drive to. Since there is no direct parking area, individuals will need to walk along the bike path to access the park. Leslie stated that the construction in the area is based around sales so identifying a time is tricky. Potentially Sundays would work. Another suggestion was to have a bike race and encourage people to bike/walk to the park.
May 19th from 3-4pm is the proposed date for the grand opening for Miners Park. Incorporating the courtesy trails campaign and the educational component there was discussed and having a booth at the grand opening. We will contact Boulder Baked to see if they'd be willing to come provide sweet treats. Blue Grass live music ($200) would be ideal and Burton mentioned reaching out to his point of contact. Tim will look into the panning for gold fun toys for kids. Its good to note there is no water so buckets of water might need to be brought in. A porta potty could be brought in for the event but Susan was curious if we could have a porta potty stationed there permanently.
Saadia will reach out the Superior Historical Commission to see if they can be present for this event.

d. Identify ways to support additional programming and community engagement focused on the needs of seniors
Louisville Rec Center has a lot of drop in activities and could be a model for what Superior could offer in the future. Asking seniors in the town what they're looking for as far as engagement, activities etc. Bryan mentioned things like book clubs, financial classes etc. Saadia mentioned YMCA has great programs for seniors that partner with local business and make travel/outings accessible and affordable. It's the fastest growing demographic/group in Superior. Susan brought up the fact that although seniors enjoy the activities, having something multi-generational is more interactive and engaging with the community. Another idea is to have a walking group that's multi-generational and explores various walking paths in the town.

4. New Business and Updates

a. Update on Marshall Fire Memorial Subcommittee activity
Susan provided an update on the subcommittee meeting. Differing opinions on the memorial made them re-look the survey results. Initially they wanted to put together a recommendation but then realized it wasn't logical to move so fast. Individual leading the committee will present in May to the town board and go over the results of the survey, recommendations and socialize the information. Hesitation given the fact that folks aren't back in their homes yet. Maybe a 5 year memorial seems more realistic.

b. Committee input for Trustee liaison
Everyone is excited about the progress in downtown Superior. It was asked that Jenn shares the architects final plan/presentation regarding the space options. Bryan stated that the final design has been posted in Drop Box. They're looking to find out from committee members how you think people will be using the designated space.

c. Updates from Town staff and/or Trustee liaison
Updates on the temporary dog park. Bryan stated it should be done in a couple weeks. .6 acres total. Covered in a sand like material. Near creek view way. No shade or water unfortunately.
Big/Little Sagamore and Childrens Park. Design drawings should be complete, and a bid will go out. Hoping to begin construction in the fall of this year.
Fall is the anticipated opening of the block party trailer.
Windscreens and a storage shed will be put up near the pickleball courts.
Planning on passing out the shwag for town Splash Pass renewals.

d. Summary points of meeting
PARC reviewed the most recent "Amenities and services list prioritization" document and the method to approach the spreadsheet, adjusting the items that are no longer relevant and exploring potential new line items. The group discussed the potential of adding tetherball to parks such as Superior Commons or Wildflower Park and potentially using the PARC budget to purchase and install them. This item will be re-visited based on the aforementioned list prioritization. PARC also discussed a grand opening with mining activities for Miner's Park May 19th, 3-4pm and potentially bringing in a person from the Historical Commission to speak, and attempting to get Boulder Baked, Menchie's or the new Boba tea to come do a pop-up. Lastly, the group talked about additional resources being dedicated to senior programming - the Town has added some services such a brown bag lunches, drop in sessions, etc.

5. Adjourn

MEETING NOTES
Parks and Recreation Advisory Committee (PARC)
MARCH 20, 2024 @ 7:00 PM
SUPERIOR COMMUNITY CENTER

This meeting was held in-person, also with a virtual option.

1. Call Meeting to Order

7:01 Called to Order.

2. Preliminary Matters

a. Roll Call

- PARC members:

Tim Martin: Present
Robert Stephens: Present
Susan Stanish: Present
Martha Siegmund: Present
Saadia Aurakzai-foster: Present
Grace Batey: Present
Lindsay Kerr: Present
Brent Hartman: Present
Burton Mckenzie: Present

- Town staff:

Jeremy Hoffman: Present
Leslie Clark: Present

- Trustee liaison:

Trustee Jenn Kaaoush: Present

b. Approval of Agenda

c. Public Comment

Bocce ball at Wildflower Park not in good shape; may not be worth purchasing bocce ball set unless pit is repaired / updated

3. Discussion Item(s)

a. Amenities and services list prioritization

PARC Committee to review and add prioritization to excel document before next meeting to prepare for 2025 budget.
Reviewed and made updates to current list to ensure items were clear before voting
*Ask to inform town staff to evaluate current swim programming for effectiveness.
*Ask for SYLC to help ideate on outdoor teen amenities and add to list ahead of next meeting
Clarity for new items to be precise and specific, not vague and general, to allow for true prioritization.

b. Potential 2025 budget recommendation(s) - to Staff Liaison by late April/early May
Clear for PARC members to come prepared for next meeting and be prepared to make recommendations.
Discussion around actionable ideas versus strategic ideas and how, using the pool as an example, we understand it's not a current reality but something that needs pushed for.
Budget available online at departments, finance to find budgets to see budgets.

c. Grand opening event for Miners Park (to take place May 19)
Email received to ensure parking for event is clearly communicated with a recommendation on where to park
Update - Boulder Baked interested to support event with cookies. Historical society will attend to speak about mining for the kids. Team feels confident that event has key elements in place. Need to consider to get water station and renting 1-2 porta potties. Committee supports using budget to pay for cookies. Follow up with Staff on water and port-potty.
Open discussion on musicians and will follow up next meeting

d. Identify ways to support additional programming and community engagement focused on the needs of teens, including collaboration with SYLC
PARC committee member to attend next SYLC meeting to gather ideas and include in PARC plan

e. Participation in Arbor Day event (April 27)
10am -12pm at Purple Park. Ensure we bring park design posters, signs about miners park grand opening. Follow up on progress / signs for Big and Little Sagamore and Children's Park with broad timeline for awareness. Several PARC members able to volunteer.

4. New Business and Updates

a. Updates from Town staff
South Pool currently being re-plastered. Installing windscreens at pickleball courts and new shed.
New Disc Golf coming this summer. New dog park in Central Park is open. Looking at additional shading options in Autrey Park.
Trail Courtesy Subcommittee meeting next week.
Programming underway for Eldorado K-8 bike to school day.
Summer Rec Guide available April 1st.

b. Updates from Trustee liaison
Trustee's compiling feedback from all sub-committees on participations and interview preparation.

c. Summary points of meeting

Summary points of meeting include:

1. Reviewed amenities list and adjusted fro prior years
2. Continued plans for Miner's Parks grand opening
3. Participation in Arbor Day and next SYLC meeting.

5. Adjourn

MEETING NOTES
Historical Commission
March 15, 2024 10:00 AM
VIRTUAL ONLY

1. Call Meeting to Order
   At 10:00 a.m. Chairman, Larry Dorsey, called the meeting to order.

2. Preliminary Matters
   a. Roll Call
      Present: Chairman, Larry Dorsey; Mary Cartwright; Maureen Hogg; Scott Phillips; Errol "Wally" Waligorski; Karen Waligorski
      Staff Present: Jennifer Garner "JG", Arts & Historical Programs Supervisor
      Trustee Present: Bob McCool
      Guests: Paul Gibbs

   b. Approval of Agenda
      Scott motioned to approve the agenda and Mary seconded.
      Unanimously approved.

   c. Public Comment (limit 5 minutes/person)
      There was no public comment.

3. General Updates, Debriefing & Discussion
   a. Updates
      i. Correspondence, completed/required
         A thank you card has still to be sent to the Broomfield Museum for the donation of the outhouse and to Jim Venette for the donations he has given so far. A sympathy card will also be sent regarding the death of Phyllis Hardin.

      ii. Marshall Fire Memorial all advisory group subcommittee, via CAPS
         There are no updates to this project.

      iii. RFI updates
         When these come in Maureen asked that they be sent to her to keep a record of the requests.

      iv. Donor updates
         - General
           Larry said he has now received the paperwork from Jim Venette for his donations.

         - Lions Club & Marshall Fire
           JG said she is working on the video and will meet with Dalton. Bob wondered if perhaps, as part of their donation, the Lions Club could fund professional help to get this set up.

b. Debriefing

i. Saturday March 2nd museum open day
There were several visitors and some monetary donations.

ii. Fire Truck/Engine to Longmont for maintenance
The drive up went without incident. The garage will investigate whether a voltage change would be practical and will do the oil change, etc. discussed.

iii. March 11th Presentation to Board
Scott and Mary brought up that they felt there were two different issues for the Board to consider: (a) the Town keeping the Bungalow as an additional museum space after the rebuilt museum is complete and (b) hiring paid staff to assist with the museum operations. This was agreed by everyone on the Commission but JG reminded us that the issue is complicated. Bob suggested that the SHC use the Public Comment time at the next Board meeting to clarify this point.

iv. Heritage Roundtable
Larry reported there had not been a meeting the previous day.

c. Discussion

i. Reaffirm criteria for accepted artifacts and create potential cut-off date(s) to accept the age/era of an artifact
Karen reminded us that the current position is printed on the back side of our donation form which states that items up to the closing of the Industrial Mine in 1945 would be accepted.

There was discussion if this should be modified and if other items (not related to mining) could be built into the criteria, for example Scott said artifacts could be kept to be available for persons doing research. JG reminded us that the display case in the Community Center could hold donations that we might not want to show at the museum.

ii. Outhouse restoration, Questers donation offer, roof shingles donation
We will receive an estimate for the outhouse restoration. It has been suggested that the paint be scraped and new paint applied as well as replace the missing boards. This was agreed. JG said Schneider Construction has agreed to donate the shingles for the outhouse roof to be matching those on the Mine Camp House rebuild.

iii. Hay cart base found in open space at 3rd and Depot
JG showed a photo of the above and asked if the Commission felt it was worth keeping to display. Everyone agreed it is and the base will be moved to Grasso Park.

iv. More displays in Education Room at Bungalow
Mary mentioned she thought the space in this room, though limited, was being under used. It was thought when members are at the museum next, they can see if that room could be utilized more efficiently.

v. Future work session to discuss move to Asti Park museum upon completion
(This discussion was held even though at this time the Commission does not know if the Town will have two museum sites or just the rebuilt Mine Camp House.) Karen suggested we make a list of our ideas as to which items should move and Scott strongly proposed we obtain a protective pan or something to place under the stove to protect the floor due to its weight. A work session has been set for Friday, April 5th at 9:30 a.m. at

the Bungalow.

d. Upcoming Events
   i. 2024 Annual Spring Program: Shootout at the Superior Depot, Wed, April 17th,7p.m. Town Hall
   There will be publicity about this from various sources.

   ii. Arbor Day Festival, Saturday, April 27th
   After discussion there was a consensus not to participate in this event.

   iii. Historic Walk, Saturday, May 4th 2-3:30 p.m.
   The walk will start at Grasso Park after the museum has closed. It will begin with time spent on some of the history of those buildings before the walk to the Industrial Mine site.

   iv. PARC request for SHC presence at Miners Park event May 19th, 3-4p.m.
   Larry will reply to this that we will be present!

   v. Next ANFRM meeting – 2024
   There has no new meeting date set.

   vi. April 6th museum open day
   This will be staffed in the usual way.

   vii. Open House event for museum re-build
   It is hoped to have an "Open House" for the museum rebuild when it is complete. This may include an ice cream truck, etc. for the community to enjoy the occasion, and may occur sometime in June. (When the SHC has moved artifacts in and the building is ready to open as a museum there will be an additional celebration.)

   Scott thought it would be good to have the Marshall Fire exhibit moved there for visitors to see. Also, that event would be a good time to have survey forms out for residents to share their ideas for possible future programming.

e. Staff Updates
   i. Move of cookstove to Asti Museum
   JG said that Schneider Construction is planning to move the cookstove for the Town as they want it in place before door trimmings etc. are installed, perhaps by the end of March. The floor under where it will be placed is being reinforced.

   ii. Q1 budget report
   This was attached to the agenda.

   iii. Recommendations for 2-3 appropriate questions for the Town Board to ask when interviewing SHC candidates plus specific/desired skills
   JG said all the Town Commissions have been asked to prepare these to aid the interview process. We should send ours to JG and she will compile them.

4. Work Plan Check In
   a. Update to the Annual Fall Program: Superior's geology

Maureen has been in contact with Jeff Graves, Program Director for Inactive Mines Programs, Colorado Department of Mining, Reclamation and Safety for this presentation. Wednesday, October 17th is a good date for him to present a program on Superior's geology and coal.

b. Follow up with the Arapahoe tribe and the Wind River reservation
Scott said there has been no follow-up yet. There are between 6 and 12 main tribes who have historical connections to this area as well as others. The Cheyenne and Arapaho tribes based in Oklahoma are wanting to set up a government annex in Colorado.

c. Miner memorial
Larry said there is nothing new on this proposal.

d. Wikipedia
Maureen reported that the format has been chosen and they are working on the photos to be included. She chose Chicago Manual of Style 17th edition, Chapter 14 for Notes and References citations and Chapter 4 for copyright citations. Wiki requires copyright citations for all photos posted.

5. Other
   - Dinner with the Board of Trustees
     There has been no date set but this may be in the summer.

   - Industrial Mine trail
     Scott has been in contact with Leslie Clark and she said this item is on the list for Boulder County Open Space to consider at their meeting in April.

   - Mary was in contact with Hadley from the Louisville Museum for accessioning the outhouse. She said standard practice was to treat it as any object but with the accession number on an archival label, coated with archival sealer and placed in a location out of the weather.

6. Adjourn
   At 12:15 p.m. Wally motioned that the meeting be adjourned and Scott seconded.
   Unanimously approved.

Next Meeting, April 19th, 2024 10:00 a.m. at the Superior Community Center

NOTES
Superior Trail Etiquette Sub-Committee
MEETING - WEDNESDAY, MARCH 27, 2024
SUPERIOR COMMUNITY CENTER

1. Call Meeting to Order (5:00)
2. Preliminary Matters
   a. Attendees: Michael McDonnell, Susan Stanish, Christi Verbeck, Staff Liaison Leslie Clark
   b. Public Comment (limit 5 minutes/person): None
3. Staff Updates
   Staff reviewed progress from previous meetings as well as conversations with local schools and the Sherriff's Office. Update on current plans for staff to attend Bike to School Day on April 24, at Eldorado K-8, with representatives from the Boulder County Sherriff Park Patrol.
4. General Updates, Debriefing, and Discussion
   Sub-committee members reviewed their previous input and ideas and settled on a strategy to begin messaging on trail courtesy with monthly messages, an over-arching slogan or tagline, and development of content for a web page. Suggestion to use local pictures with messaging.

   Over-arching slogan: Share Superior Spaces

   April Message: General concept of sharing trails and pathways
   - Share Smart
   - Sharing is Caring
   - Have a Mind to be Kind
   - Slow Down, Make a Sound, Go Around
   - Please Don't Fly Passing By

   May Message: Focus on Bicycles on Trails and Paths
   - Wear a helmet
   - Announce passing with clear verbal or bell
   - Use hand signals to indicate turns
   - Bicycles yield to all others
   - Lower speed in congested areas
   - Ride to the right, pass to the left
   - Pull over to far right when stopped

   June Message: Focus on dog walkers
   - All dogs on a leash
   - Pick up after your pet
   - Keep dogs close on a short leash

   July Message: Focus on pedestrians – walkers, runners, families

Website to have more detailed information including a section on tips and resources for parents, laws regarding bicycles, activities, events, workshops and programs, how to report a trail or path maintenance item.

5. Adjourn

Next Meeting: TBD

ITEM NO. 3c

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM NAME: **Proclamation -- Observance of Arbor Day and Recognition for designation of Town of Superior as a Tree City USA**

MEETING DATE: **April 8, 2024**

PRESENTED BY: **Matt Magley, Town Manager**

PRESENTED FOR: **Presentation**

BACKGROUND:
Arbor Day is a nationally recognized event that promotes increasing the tree population to enhance quality of life. Arbor Day in Superior will be observed this year on Saturday, April 27, from 10:00 a.m. to 12:00 p.m. at Purple Park (east). Planned activities include:

- Tree planting ceremony and recognition of Tree City USA designation
- "Green"- focused interactive and educational opportunities for all ages: featuring the Butterfly Pavilion, HawkQuest, Goat Bros, Town of Superior advisory committees and subcommittees, Animal Sanctuary, Wildfire Partners and MFV, Bee City, and more.
- Food Truck
- Outdoor games, crafts and activities

The observance of Arbor Day is one of the requirements for the Town to be named Tree City USA by the National Arbor Day Foundation. In order to be selected for this honor, four standards must be met, which include: creation of a tree board or department, a tree care ordinance, a comprehensive community forestry program, and an Arbor Day observance. The Town of Superior has been named a Tree City USA for the 16th year. This will be the Town's 17th year celebrating Arbor Day.

BUDGET IMPLICATIONS (Estimated):
- Arbor Day event - Community Projects/Programs (10-426-2940): $6,000

ATTACHMENTS:
- Proclamation

TOWN OF SUPERIOR

A PROCLAMATION OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR DECLARING APRIL 26, 2024 ARBOR DAY

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, The holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, Trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, Trees in our community increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, Trees, wherever they are planted, are a source of joy and spiritual renewal.

THE TOWN OF SUPERIOR HEREBY PROCLAIMS April 26, 2024 as Arbor Day.

ADOPTED this 8th day of April 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

ITEM NO. 3d

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM NAME: **Resolution Opposing HB24-1313, Transit Oriented Communities**

MEETING DATE: **April 8, 2024**

PRESENTED BY: **Matt Magley, Town Manager**
Lisa Ritchie Planning and Building Director

PRESENTED FOR: **Discussion**

SUMMARY:
House Bill 24-1313 – Housing in Transit-Oriented Communities was introduced during the 2024 General Assembly Session. It would designate certain areas within Colorado as "Transit Oriented Communities" (TOC), likely including Superior. Jurisdictions with TOCs would be required to establish a Housing Opportunity Goal (HOG), adopt administrative approval processes, and include affordable housing and displacement prevention strategies. Communities that do not meet these requirements would be deemed a "Nonqualified Transit Oriented Community" and would not be eligible for their annual allocation of Highway User's Tax Fund (HUTF). Qualified TOCs would be eligible for additional infrastructure grant programs and developments within certain areas would be eligible for state tax credits for affordable housing. Staff presented an overview of this bill during the regular Board meeting on March 11, 2024 and the Town Board discussed their opinions on this bill.

Colorado Municipal League is opposing this bill in its current form, and shared a template resolution opposing this bill for consideration by local governments. The primary reason for opposing this state action is preemption of local control on land use decisions. Additional reasons relate to the withholding of transportation maintenance and safety funds for non-compliance, the "one size fits all" nature of the bill, and the lack of funding for associated transit and transportation improvements.

ADDITIONAL INFORMATION:
The following information was provided in the March 11, 2024 packet for Board discussion of this bill, and provides additional detail about the language in the bill, as currently drafted, and the potential application to the Town of Superior.

What is a Transit Oriented Community?
The legislation creates a category called "Transit Oriented Community (TOC)." A TOC is a local government that is:

- Either entirely or partially within a Metropolitan Planning Organization (MPO);
- Has a population of 4,000 or more; and
- Contains at least 75 acres of land within a "Transit Area."

A "Transit Area" is any area that meets the definition of both a "Transit Station Area," or a "Transit Corridor Area."

A Transit Station is an area within ½ mile of a station that services one or more of the following:

- Commuter Bus Rapid Transit or "BRT" (BRT service primarily on a limited access highway for the majority of its route);
- Commuter Rail;
- Light Rail; and/or
- A public bus route that has a scheduled frequency of 15 minutes or less during the highest frequency service hours and operates primarily on an Interstate Highway.

A Transit Corridor Area is an area within ¼ mile of a public bus route that either:

- Has a scheduled frequency of 15 minutes or less during the highest frequency service hours; or
- Is an urban bus rapid transit service (BRT service that operates on a surface street for most of its route).

Staff's understanding is that Superior has one area that would meet the above qualifications for a Transit Station, located at McCaslin Station along US 36, and no areas that would qualify as a Transit Corridor.

What would Superior need to accomplish to be a Qualified Transit Oriented Community?
The bill requires jurisdictions to establish a HOG by December 31, 2026. To be compliant, the Town must calculate the potential new housing required within a TOC area and adopt zoning that would allow development of such housing.

The HOG is calculated by the following equation:

- *(Total Transit Area – Area of Exempt Parcels) x 40 Dwelling Units/Acre = HOG*

For Superior, this area would include property within a ½ mile radius of McCaslin Station that is included within the Town's border, with the following areas that may be exempted:

- Areas not served by domestic water and sewer
- Property zoned Open Space or is a park
- Property zoned or used for Industrial uses
- Property located within a Floodway or 100-year floodplain
- Cemeteries
- Property subject to a conservation easement
- Property owned by an airport
- Public or railroad right-of-way
- Property used as a mobile home park
- Property owned by the State or Federal Government

The bill includes additional language allowing exemptions if the Town can demonstrate insufficient water supply.

The following draft map shows the area within ½ mile radius of McCaslin Station in yellow, along with exempt parcels shown in gray:

Using the equation above, the yellow area consists of roughly 166 acres, which means the Town's HOG would equal roughly 6,640 dwelling units.

Some of the compliance standards include:

- The Town ensures that the total average zoning capacity in the TOC is greater than or equal to the HOG
- The Town provides a report annually to DOLA
- The TOC includes areas zoned to allow at least 15 units per acre and no more than 300 units per acre.
- The TOC may not extend more than ¼ mile beyond the edge of the transit area
- The Town must allow an administrative review process for multi-family residential development on parcels of 5 acres or less
- The TOC must identify at least three affordability strategies

ATTACHMENTS:

- Resolution opposing HB24-1313
- HB24-1313

TOWN OF SUPERIOR
RESOLUTION NO. R-18
SERIES 2024

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR OPPOSING HOUSE BILL 24-1313, CONCERNING MEASURES TO INCREASE THE AFFORDABILITY OF HOUSING IN TRANSIT-ORIENTED COMMUNITIES

WHEREAS, for a century, the State of Colorado has committed local control of land use planning to local governments because local governments are closest to the land and to the people that occupy it;

WHEREAS, for nearly as long, the State of Colorado has dedicated various revenues collected with respect to the operation of motor vehicles and motor fuel "exclusively for the construction, maintenance, and supervision of the public highways of this State," as provided in Section 18 of Article X of the Colorado Constitution and referred to as the "Highway Users Tax Fund" (HUTF), that is shared with local governments who have a responsibility to maintain safe roads;

WHEREAS, House Bill 24-1313 would require the Town to commit Town funds and staff resources to rezone substantial areas near existing and planned rail and bus transit to accommodate a potential density set by the State, change local laws to meet State criteria, and establish programs to meet State goals related to affordability and the mitigation of displacement, all subject to State approval;

WHEREAS, House Bill 24-1313 would punish communities that do not satisfy the State's demands by withholding and reallocated HUTF monies for other purposes, and authorizes the Department of Local Affairs, a longtime partner of local governments, to sue municipalities to enforce the State's mandate;

WHEREAS, Town staff estimates that House Bill 24-1313 would require the Town to increase its zoning capacity by approximately 6,650 dwelling units in the area near McCaslin Station;

WHEREAS, House Bill 24-1313 would undermine the work that the Town and its residents have done to promote responsible development and affordable housing, despite limited support and a lack of sufficient transit opportunities; and

WHEREAS, the Town believes that the State should partner with local governments and provide meaningful support to improve

transit opportunities and promote affordable housing development instead of threatening local governments with punishment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. The Board of Trustees OPPOSES House Bill 24-1313 and strongly urges elected state legislators to vote NO on this legislation, unless amended to remove State preemptions and the threat to HUTF funds, and instead promote a true partnership with municipalities.

ADOPTED this 8th day of April, 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

ITEM NO. 4

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM NAME: **Public Hearing -- Ordinance — Adopting 2020 Model Traffic Code**

MEETING DATE: **April 8, 2024**

PRESENTED BY: **Matt Magley, Town Manager**
Dave Salaman, Sgt. Boulder County Sheriff's Office

PRESENTED FOR: **First Reading**

BACKGROUND:
The Colorado Department of Transportation has significantly revised the Model Traffic Code (MTC). The MTC is a uniform codification of traffic laws including specifications for vehicular equipment and definitions of traffic violations. Nearly all of the Town's traffic cases in Municipal Court are cited from and based on the MTC. The Town adopted the previous version of the MTC in 2010 and 2003.

While the 2020 MTC does not contain a matrix of specific changes from the previous version, a review indicates that there are many. Most of these changes are in the form, rather than substance of the MTC. Rather than amending the current MTC by referencing each change, Colorado law allows local governments to adopt an entire code, so long as the title of the code is included in the title of the adopting ordinance.

The Town Attorney and Sgt. Salaman have reviewed the 2020 MTC and are in favor of the Town adopting the most current version. From a legal perspective, the most current version will also be the most likely edition in use by other localities, therefore providing uniformity of judicial interpretation, and also provides an updated uniform codification of traffic laws.

RECOMMENDED ACTION:
First reading of the Ordinance.

MOTION:
Move to approve the first reading an Ordinance of the Board of Trustees of the Town of Superior adopting by reference the 2020 Edition of the Model Traffic Code.

ATTACHMENTS:
- Ordinance

TOWN OF SUPERIOR
ORDINANCE NO. O-5
SERIES 2024

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR FOR THE REGULATION OF TRAFFIC BY THE TOWN OF SUPERIOR ADOPTING BY REFERENCE THE 2020 MODEL TRAFFIC CODE AND PROVIDING PENALTIES AND VIOLATIONS THEREOF

WHEREAS, the Town previously adopted the 2010 edition of the Model Traffic Code, with amendments;

WHEREAS, the Board of Trustees now desires to adopt the 2020 edition of the Model Traffic Code, with amendments; and

WHEREAS, this Ordinance was properly noticed in a newspaper of general circulation prior to adoption on April 28th, 2024, and May 5th, 2024.

NOW BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. Section 8-1-10 of the Superior Municipal Code is hereby repealed and replaced in its entirety and reenacted as follows:

Sec. 8-1-10. Adoption.

Pursuant to Parts 1 and 2 of Article 16 of Title 31 and Part 4 of Article 15 of Title 30, C.R.S., there is hereby adopted by reference the 2020 edition of the Model Traffic Code promulgated and published by the Colorado Department of Transportation, Traffic Engineering and Safety Branch, 2829 W. Howard Place, Denver, CO 80204, as modified in Section 8-1-20. The subject matter of the Model Traffic Code relates primarily to comprehensive traffic control regulations for the Town. The purpose of this Article is to provide a system of traffic regulations consistent with State law and generally conforming to similar regulations throughout the State and the nation. Three (3) copies of the Model Traffic Code adopted herein shall be filed in the office of the Town Clerk and may be inspected during regular business hours.

Section 2. Section 8-1-20 of the Superior Municipal Code is hereby repealed and replaced in its entirety and reenacted as follows:

Sec. 8-1-20. Modifications.

The Town makes the following deletions, additions and modifications to the 2020 edition of the Model Traffic Code:

(1) Section 110(2) is modified to read as follows: "The Town municipal court shall have jurisdiction over violations of traffic regulations enacted or adopted by the Town Board of Trustees."

(2) The Model Traffic Code is amended by the addition of a new Section 202.5 to read as follows:

Section 202.5 - Visual Display of License Plates

(1) The owner shall attach the number plates assigned to a self-propelled vehicle, other than a motorcycle or street rod vehicle, to the vehicle with one in the front and the other in the rear. The owner shall attach the number plate assigned to a motorcycle, street rod vehicle, trailer, semitrailer, other vehicle drawn by a motor vehicle, or special mobile machinery to the rear of the vehicle. The owner shall display number plates during the current registration year, except as otherwise provided in Article 3 of Title 42, C.R.S.

(a) If the department issues a validating tab or sticker to a motor vehicle pursuant to section 42-3-201, the current month validating tab or sticker shall be displayed in the bottom left corner of the rear license plate. The current year validating tab or sticker shall be displayed in the bottom right corner of the rear license plate. The tabs or stickers shall be visible at all times.

(2) The owner or driver of a motor vehicle shall securely fasten the license plate to the vehicle to which it is assigned so as to prevent the plate from swinging.

(a) Except when authorized by Article 3 of Title 42, C.R.S., or rule of the department, the rear license plate must be:

(I) Horizontal at a height not less than twelve (12) inches from the ground, measuring from the bottom of the plate;

(II) In a place and position to be clearly visible;

(III) Maintained free from foreign materials and clearly legible;

(IV) At the approximate center of the vehicle measured horizontally; and

(V) Mounted on or within eighteen (18) inches of the rear bumper.

(b) Except when authorized by Article 3 of Title 42, C.R.S, the front license plate must be:

(I) Displayed horizontally on the front of a motor vehicle in the location designated by the motor vehicle manufacturer;

(II) Maintained free from foreign materials; and

(III) Clearly legible.

(3) A person shall not operate a motor vehicle with an affixed device or a substance that causes all or a portion of a license plate to be unreadable by a system used to automatically identify a motor vehicle. Such a device includes, without limitation, a cover that distorts angular visibility; alters the color of the plate; or is smoked, tinted, scratched, or dirty so as to impair the legibility of the license plate.

(3) In Section 223(1), all references to "section 235(1)(a)" are modified to read "section 42-4-235(1)(a), C.R.S."

(4) In Section 225(1.5), the reference to "section 235(1)(a)" is modified to read "section 42-4-235(1)(a), C.R.S."

(5) In Section 225(3), the reference to "section 205(5.5)(a)" is modified to read "section 43-4-205(5.5)(a), C.R.S."

(6) In Section 228(5)(c)(III), the reference to "section 235(1)(a)" is modified to read "section 42-4-235(1)(a), C.R.S."

(7) In Section 237(3)(g), the reference to "section 235(1)(a)" is modified to read "section 42-4-235(1)(a), C.R.S."

(8) In Section 239(5) all references to "section 42-4-1701(3)" are modified to read "section 42-4-1701(3), C.R.S."

(9) In Section 509(2)(b), the reference to "section 102(32)" is modified to read "section 42-1-102(32), C.R.S."

(10) In Section 613, the reference to "Code 4" is modified to read "Article 4."

(11) Section 614(1)(a) is modified to read as follows: "If maintenance, repair or construction activities are occurring or will occur within four (4) hours on a portion of a State highway, the Department of Transportation may designate such portion of the highway as a highway maintenance, repair or construction zone. Any person who commits the equivalent to certain State violations listed in section 42-4-1701(4), C.R.S., in a maintenance, repair or construction zone that is designated

pursuant to this section is subject to the increased penalties and surcharges imposed by section 42-4-1701(4)(c), C.R.S."

(12) Section 614(1)(b) is modified to read as follows: "If maintenance, repair or construction activities are occurring or will occur within four (4) hours on a portion of a roadway that is not a State highway, the public entity conducting the activities may designate such portion of the roadway as a maintenance, repair or construction zone. A person who commits the equivalent to certain State violations listed in section 42-4-1701(4), C.R.S., in a maintenance, repair, or construction zone that is designated pursuant to this section is subject to the increased penalties and surcharges imposed by section 42-4-1701(4)(c), C.R.S."

(13) In Section 615(1), the reference to "section 1701(4)(d)" is modified to read "section 42-4-1701(4)(d), C.R.S."

(14) In Section 805(5), the reference to "section 111" is modified to read "section 42-4-111, C.R.S." and the reference to "section 111(2)" is modified to read "section 42-4-111(2), C.R.S."

(15) Section 1010(3) is modified to read as follows: "Local authorities may by ordinance consistent with the provisions of section 43-2-135(1)(g), C.R.S, with respect to any controlled-access highway under their respective jurisdictions, prohibit the use of any such highway by any class or kind of traffic which is found to be incompatible with the normal and safe movement of traffic. After adopting such prohibitory regulations, local authorities or their designees shall install official traffic control devices in conformity with the standards established by sections 601 and 602 at entrance points or along the highway on which such regulations are applicable. When such devices are so in place, giving notice thereof, no person shall disobey the restrictions made known by such devices."

(16) Section 1012(2.5)(c) is modified to read as follows: "Local authorities, with respect to streets and highways under their respective jurisdictions, shall provide information via official traffic control devices to indicate that ILEVs and, subject to subparagraph (I) of paragraph (a) of this subsection (2.5), hybrid vehicles may be operated upon high occupancy vehicle lanes pursuant to this section. Such information may, but need not, be added to existing printed signs, but as existing printed signs related to high occupancy vehicle lane use are replaced or new ones are erected, such information shall be added. In addition, whenever existing electronic signs are capable of being reprogrammed to carry such information, they shall be so reprogrammed."

(17) In Section 1012(3)(b), the reference to "section 1701(4)(a)(I)(K)" is modified to read "section 42-4-1701(4)(a)(I)(K), C.R.S."

(18) Pursuant to Section 1101(7) of the Model Traffic Code, the Town adopts the following maximum lawful speed limits:

a. Residential districts not posted: twenty-five (25) miles per hour.

b. Nonresidential districts not posted: thirty-five (35) miles per hour.

c. The speed posted on standard signs erected by the Town.

d. Except when a special hazard exists that requires lower speed than set forth in this Section, the foregoing speed limits are reasonable and *prima facie* speed limits.

(19) Section 1105(7)(c) is modified to read as follows: "The failure of the owner of the immobilized motor vehicle to request removal of the immobilization device and pay the fee within fourteen (14) days after the end of the immobilization period ordered by the court or within the additional time granted by the court pursuant to paragraph (d) of this subsection (7), whichever is applicable, shall result in the motor vehicle being deemed an 'abandoned vehicle,' as defined in section 1802(1)(d) and section 42-4-2102(1)(d), C.R.S., and subject to the provisions of part 18 of this Code and part 21 of article 4 of Title 42, C.R.S., whichever is applicable. The law enforcement agency entitled to payment of the fee under this subsection (7) shall be eligible to recover the fee if the abandoned motor vehicle is sold, pursuant to section 1809(2)(b.5) or section 42-4-2108(2)(a.5), C.R.S."

(20) Section 1105(8)(b) is modified to read as follows: "No person may remove the immobilization device after the end of the immobilization period except the law enforcement agency that placed the immobilization device and that has been requested by the owner to remove the device and to which the owner has properly paid the fee required by subsection (7) of this section. Nothing in this subsection (8) shall be construed to prevent the removal of an immobilization device in order to comply with part 18 of this Code or part 21 of Article 4 of Title 42, C.R.S."

(21) In Section 1208, all references to "section 204(2)" are modified to read "section 42-3-204(2), C.R.S."; all references to "section 204(1)" are modified to read "section 42-3-204(1), C.R.S."; all references to "section 204(1)(b)" are modified to read "section 42-3-204(1)(b), C.R.S."; and all references to "section 204" are modified to read "section 42-3-204, C.R.S."

(22) In Section 1406(5)(b)(II), the reference to "section 1701(4)(a)(I)(N)" is modified to read "section 42-4-1701(a)(I)(N), C.R.S."

(23) In Section 1408(1), the reference to "Code 1" is modified to read "Article 1" and the reference to "Code 20" is modified to read "Article 20."

(24) In Section 1412, all references to "section 111" are modified to read "section 42-4-111, C.R.S."; and the reference to "Code 10" is modified to read "Article 10."

(25) Section 1701 is deleted in its entirety. Any references to section 1701 in the Model Traffic Code shall be modified to refer to section 8-1-80 of this Code unless otherwise specified herein.

(26) Section 1702(2) is modified to read as follows: "Violations of sections 238, 607(2)(a), 1402(2) and 1409 of this Code are class 1 traffic misdemeanors."

(27) Section 1702(3) is modified to read as follows: "Violations of sections 107, 233, 507, 508, 509, 510, 1105, 1401, 1402(1), 1407, 1412, 1413, 1704, 1716(2) and 1903(1)(a) of this Code are class 2 traffic misdemeanors."

(28) Section 1702(6) is modified to read as follows: "The Board of Trustees may adopt a fine and surcharge schedule for penalty assessment violations."

(29) In Section 1805, the reference to "part 1 of Code 6 of this title" is modified to read "part 1 of Article 6 of Title 42, C.R.S."

Section 3. Severability. If any Article, Section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one or part or parts be declared unconstitutional or invalid.

Section 4. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

INTRODUCED, READ, PASSED AND ORDERED PUBLISHED this ___ day of _____, 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

ITEM NO. 5

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM NAME: **Ordinance –- Addressing Inhalation of Toxic Vapors**

MEETING DATE: **April 8, 2024**

PRESENTED BY: **Matt Magley, Town Manager**
Dave Salaman, Sgt. Boulder County Sheriff's Office

PRESENTED FOR: **First Reading**

BACKGROUND:
The inhalation of toxic vapors is damaging to an individual's health. The State of Colorado has a Statute under C.R.S. § 18-18-412 making it illegal for the inhalation of toxic vapors. Other municipalities in Boulder County currently have an ordinance similar to the Colorado Revised Statue. This has helped other municipalities with enforcement and keeping the violation at a local level.

The Town Attorney and Sgt. Salaman have reviewed the proposed new ordinance and are in favor of the Town adopting the ordinance.

RECOMMENDED ACTION:
First reading of the ordinance.

MOTION:
Move to approve the first reading an ordinance of the Board of Trustees of the Town of Superior amending Article VIII of Chapter 10 of the Municipal Code by the addition of a new section prohibiting the inhalation of toxic vapors.

ATTACHMENTS:
- Ordinance

TOWN OF SUPERIOR
ORDINANCE NO. O-6
SERIES 2024

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR AMENDING ARTICLE VIII OF CHAPTER 10 OF THE SUPERIOR MUNICIPAL CODE BY THE ADDITION OF A NEW SECTION 10-8-90, PROHIBITING THE INHALATION OF TOXIC VAPORS

WHEREAS, the inhalation of toxic vapors is damaging to an individual's health and illegal under C.R.S. § 18-18-412; and

WHEREAS, the Board of Trustees desires to prohibit the inhalation of toxic vapors in the Town.

NOW BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. Article VIII of Chapter 10 of the Superior Municipal Code is hereby amended by the addition of a new Section 10-8-90, entitled "Inhalation of Toxic Vapors", to read as follows:

Sec. 10-8-90. Inhalation of Toxic Vapors.

(a) No individual shall knowingly smell or inhale the fumes of toxic vapors in the Town for the purpose of causing a condition of euphoria, excitement, exhilaration, stupefaction or dulled senses of the nervous system, or possess, buy or use any such substance for the purpose of violating or aiding another to violate this Section. This Section does not apply to the inhalation of anesthesia for medical or dental purposes.

(b) As used in this Section, the term *toxic vapors* means the following substances or products containing such substances: alcohols (methyl, isopropyl, propyl or butyl), aliphatic acetates (ethyl, methyl, propyl or Methyl Cellosolve acetate), acetone, allyl isothiocyanate, nitrous oxide, benzene, carbon tetrachloride, cyclohexane, Freons (Freon 11 and Freon 12), hexane, methyl ethyl ketone, methyl isobutyl ketone, naphtha, perchloroethylene, toluene, trichloromethane or xylene. Evidence that a container, or similar container if the label is missing, lists one (1) or more of these substances is *prima facie* evidence that the substance in such container contains toxic vapors and emits the fumes thereof.

Section 2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts

hereof irrespective of the fact that any one or part or parts be declared unconstitutional or invalid.

Section 3. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

INTRODUCED, READ, PASSED AND ORDERED PUBLISHED this _____ day of _____, 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

ITEM NO. 6

INFORMATION FOR MEETING
OF THE SUPERIOR PLANNING COMMISSION

AGENDA ITEM:	**Consideration of Rezoning of 216 S. 3rd Avenue and two adjacent Town-owned tracts to the north in Original Town from Low Density Residential to Open Space and Natural Uses**
MEETING DATE:	**April 8, 2024**
PRESENTED BY:	**Matt Magley, Town Manager** **Leslie Clark, PROS Director** **Geoffrey Weathers, Town Planner I**
PRESENTED FOR:	**Approval**

SUMMARY:
This application proposes to rezone 216 S. 3rd Avenue and two adjacent Town-owned tracts to the north in Superior's Original Town from Low Density Residential (R-L) to Open Space and Natural Uses (OS-N). The Superior Municipal Code, Section 16-6-100 stipulates that the OS-N district is "intended to preserve the open space and undeveloped character of those properties within the district." These properties provide flood mitigation and make a significant contribution to conserving the Coal Creek corridor habitat. The intent for the use of the property under OS-N zoning is for it to remain in a naturalized state in perpetuity, with any potential uses consistent with OS-N zoning, such as trail or pedestrian bridge. No recreational improvements on the properties are contemplated at this time, and any plans to add such facilities would come to the Board for consideration.

This ordinance is being presented for approval rather than first reading, because the Town has already purchased the property with intention of rezoning it to open space. The Town purchased the property in February.

VICINITY MAP:

BACKGROUND:

On February 12, 2024, the Town of Superior signed a purchase agreement for the Rodelli property at 216 S. 3rd Avenue, located north of W. Douglas Street between S. 2nd and S. 3rd Avenues. The property is comprised of a single .28-acre residential lot, situated entirely within the 500-Year Flood Plain (Zone X500), with a small section in the north-west corner of the lot in the 100-Year Flood Plain or Floodway (AE). The lot is zoned Residential Low Density (R-L). Prior to the Marshall Fire, this property served as a private residence, but all structures were destroyed in the fire. Debris removal was completed and the property is currently vacant and undeveloped.

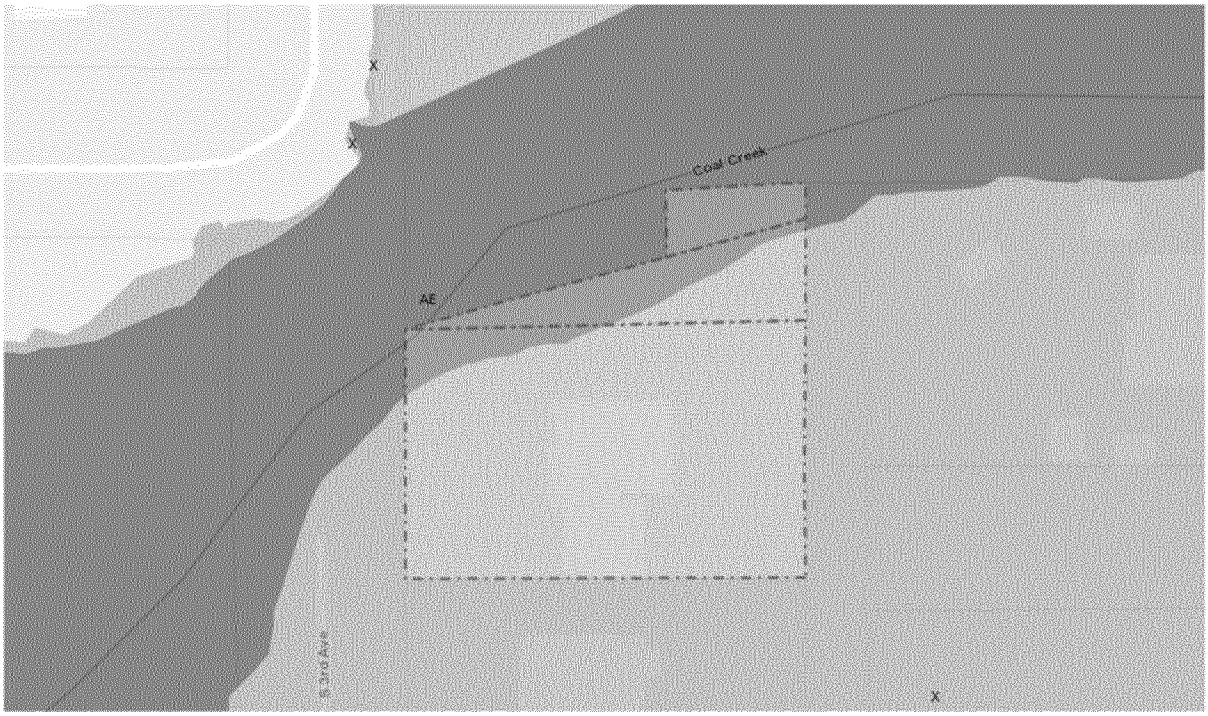
Prior to the purchase approval, the Town Board considered the Town's comprehensive open space acquisition strategy that is largely based on priorities and information assembled by the Open Space Advisory Committee (OSAC) in the 2022 Open Space Summary Report and Recommendations Update. The Committee and the Town Board have continued to re-affirm and/or identify potential acquisitions since the document was first presented to the Board in 2005, and the report's recommendations continue to guide efforts to prioritize open space acquisitions. The property at 216 S. 3rd Avenue was ranked as a high priority acquisition by the Committee.

The Town completed the purchase of 216 S. 3rd Avenue in mid-February using Open Space Funds with assistance from the Conservation Fund, a national non-profit. Use of Town Open Space Funds for land purchases requires that the property be rezoned as Open Space. The Town is recommending through this application to designate this property as Open Space and Natural

Uses (OS-N) in order to protect and manage the property for flood mitigation and habitat conservation.

Under the proposal, the two adjacent tracts to the north of 216 S. 3rd Avenue (legal descriptions: SURF ONLY TR 916A 24-1S-70 .02 AC M/L and TR 1586 BLK 1 SUPERIOR SOUTH) will also be rezoned from Low Density Residential (R-L) to Open Space and Natural Uses (OS-N). These Town-owned tracts fall into the 100-year floodplain and do not meet the Zoning requirements for buildable sites. The rezone of these tracts is not required by the use of Town open space funds but will make their zoning congruous with the surrounding properties along Coal Creek to the north, east, and west.

FLOOD PLAIN MAP:



STAFF ANALYSIS:
Section 16-7-30 (b) defines the criteria for rezoning: "The Town shall consider whether the proposed rezoning furthers the goals and policies of the Comprehensive Plan, and any other appropriate approved plans. In particular, the Town shall consider whether the adoption of the proposed amendment or rezoning would necessitate a Comprehensive Plan amendment."

Staff finds that the application meets the Municipal Code criteria insofar as the rezoning of the properties at 216 S. 3rd Avenue and the two adjacent Town-owned tracts to the north furthers several goals and policies found in the 2012 Comprehensive Plan, including:

Goal 9.1 Environmental Stewardship: "…Promote and encourage the preservation of existing natural resources including vegetation, drainages, wetlands, ridgelines, steep slopes, wildlife habitat and migration corridors."

Goal 9.2: Water Quality: Minimize the effects of future development on the function and quality of local and regional waterways and overall water quality.

Policy 9.2.b: Floodplain Management: Develop floodplain management policies to preserve riparian habitat and wildlife migration corridors within the Town. Flood-prone areas of streams and creeks in the Town shall be designated as "floodplain management areas," with special development standards applied therein.

Policy 9.2.c: Coordination: Coordinate with Boulder County and appropriate regional, state, and federal agencies in flood control, water quality and stormwater and irrigation run-off programs to realize the greatest benefit from all of these programs.

Policy 9.2.d: Drainage Corridors: Protect natural features and habitat associated with drainage corridors.

Policy 10.5.a: Habitat Areas: Protect areas that provide significant habitat and/or important corridors between established habitat areas.

Policy 10.5.e: Open Space Acquisitions: Acquire natural and developed open space when it is fiscally responsible and financially feasible, ensuring open space planning, acquisition, and maintenance remain an integral part of the Town's general planning, administrative, and budgeting processes.

In addition to supporting the objectives of the Comprehensive Plan, the proposal to rezone the acquired properties at 216 S. 3rd Avenue and the two adjacent Town-owned tracts to the north advances priorities outlined in the Open Space Advisory Committee's (OSAC's) 2022 Open Space Summary Report and Recommendations Update.

PLANNING COMMISSION RECOMMENDATION:
During a Public Hearing held on March 19, 2024, the Planning Commission voted 5-0 to recommend approval of the rezoning requests for 216 S. 3rd Avenue and two adjacent Town-owned tracts to the north.

During the meeting, Planning Commissioners received a presentation from Town staff and invited public comments. No discussion or public comments were offered at the Hearing.

STAFF RECOMMENDATION:
If the Board of Trustees finds the application meets the criteria for rezoning, staff has included an Ordinance approving the rezoning application:

- Ordinance X, Series 2024: Approval of a request to rezone 216 S. 3rd Avenue and the two adjacent Town-owned tracts to the north in Original Town from Low Density Residential to Open Space and Natural Uses

ATTACHMENTS:
- Ordinance X, Series 2024

- Application Materials
- PC Resolution

TOWN OF SUPERIOR
ORDINANCE NO. O-7
SERIES 2024

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR APPROVING AN APPLICATION TO REZONE 216 S. 3RD AVENUE, SUPERIOR, AND TWO ADJACENT TOWN-OWNED TRACTS NORTH OF 216 S. 3RD AVENUE, SUPERIOR, CASE NO. RZN-2024-03

WHEREAS, the Town (the "Applicant") owns certain real property located in the Town legally described in **Exhibit A**, attached hereto and incorporated herein by this reference, and known as 216 S. 3rd Avenue, Tract 1586 Block I Superior South, and Surface only Tract 916A 24-1S-70 .02 AC M/L (collectively the "Properties");

WHEREAS, the Applicant filed an application to rezone the Properties from Low Density Residential(R-N) to Open Space – Natural Uses (OS-N) (the "Application");

WHEREAS, the specific requirements for rezoning are set forth in Sections 16-7-10 through 16-7-40 of the Superior Municipal Code (the "Code");

WHEREAS, Section 16-7-30(a) of the Code requires a public hearing before the Planning Commission and recommendation by the Planning Commission to the Board of Trustees regarding a request to rezone;

WHEREAS, on March 19, 2024, the Planning Commission held a properly-noticed public hearing on the Application and recommended approval of the Application;

WHEREAS, Section 16-7-30(a) of the Code also requires a public hearing by the Board of Trustees prior to approval of a rezoning;

WHEREAS, on April 8, 2024, the Board of Trustees held a properly-noticed public hearing on the Application; and

WHEREAS, the Board of Trustees, upon reviewing the recommendation of the Planning Commission to approve the Application, hearing statements of staff and the public, and giving due consideration to the matter, finds and determines as provided below.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. The Board of Trustees hereby finds and determines that the Application satisfies the criteria for rezoning set forth in Section 16-7-30 of the Code.

Section 2. The Board of Trustees hereby approves the rezoning of the Properties to Open Space-Natural Uses (OS-N).

Section 3. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one or part or parts be declared unconstitutional or invalid.

Section 4. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

INTRODUCED, READ, PASSED AND ORDERED PUBLISHED this 8th day of April, 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

Exhibit A
Legal Description

LOT 6, EXCEPT THE SOUTH 10 FEET AND ALL OF LOT 7, BLOCK I, SOUTH ADDITION TO THE TOWN OF SUPERIOR, COUNTY OF BOULDER, STATE OF COLORADO

SURFACE ONLY TRACT 916A 24-1S-70, .02 ACRES MORE OR LESS, BLOCK I, SOUTH ADDITION TO THE TOWN OF SUPERIOR, COUNTY OF BOULDER, STATE OF COLORADO

TRACT 1586, BLOCK I, SOUTH ADDITION TO THE TOWN OF SUPERIOR, COUNTY OF BOULDER, STATE OF COLORADO

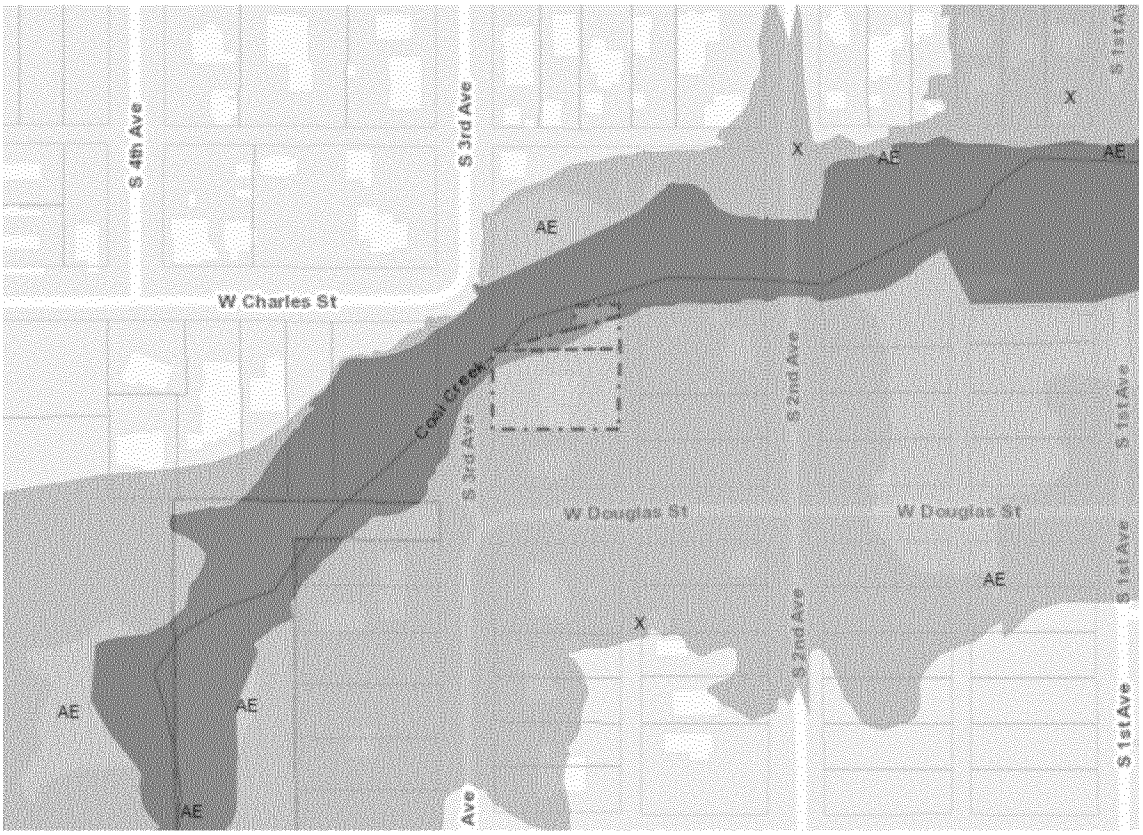
February 29, 2024

RE: 216 S. 3rd Avenue to Rezone from Low Density Residential to Open Space Natural Uses Zoning.

The Town of Superior's Parks, Recreation and Open Space Department is proposing to rezone the former Rodelli property at 216 S. 3rd Avenue as well as the two adjacent Town-owned tracts to the north from Low Density Residential to Open Space Natural Uses.

The Rodelli property at 216 S.3rd Avenue was purchased by the Town with Open Space Funds on February 12, 2024, with assistance from the Conservation Fund, a national non-profit. Use of Town Open Space Funds for land purchases requires that the property be rezoned as Open Space. The Town is recommending through this application to designate this property as Open Space Natural Uses for the purpose of flood mitigation and conservation.

216 S. 3rd Avenue is located within the 500-Year Flood Plain (Zone X500) with a small section in the north-west corner of the lot in the Floodway (AE). Zone AE is the 1%-annual chance (100-year) floodplain with BFEs (also called Zone A1- A30). Zone X (shaded or unshaded) is all other areas considered low risk for flood.



216 S.3rd Avenue is located northwest of the intersection of S. 2rd Avenue and W. Douglas Street. It is just south and across Coal Creek from the recently purchased McNulty property at 208 3rd Avenue and directly west of the recently purchased Kilbride property at 213 S. 2nd Avenue. This .28-acre lot is currently zoned as Low Density – Residential (R-L) and previously had a residential structure that was lost in the Marshall Fire. Debris removal was completed and the property is currently vacant and undeveloped. Adjacent homes along S. 2nd Avenue on the lots to the southeast of 216 S. 3rd Avenue have been rebuilt since the fire, though the lot to the south on Douglas Street is still in the rebuilding process.

The Town's comprehensive open space land acquisition strategy is based largely on priorities and information presented by the Open Space Advisory Committee (OSAC) in the 2022 Open Space Summary Report Update. The Committee and the Town Board have continued to re-affirm these priorities over the years and its recommendations guide ongoing efforts to prioritize acquisition. OSAC made a recommendation to the Board to purchase the Rodelli property at 216 S. 3rd Avenue at their October 11, 2023 meeting.

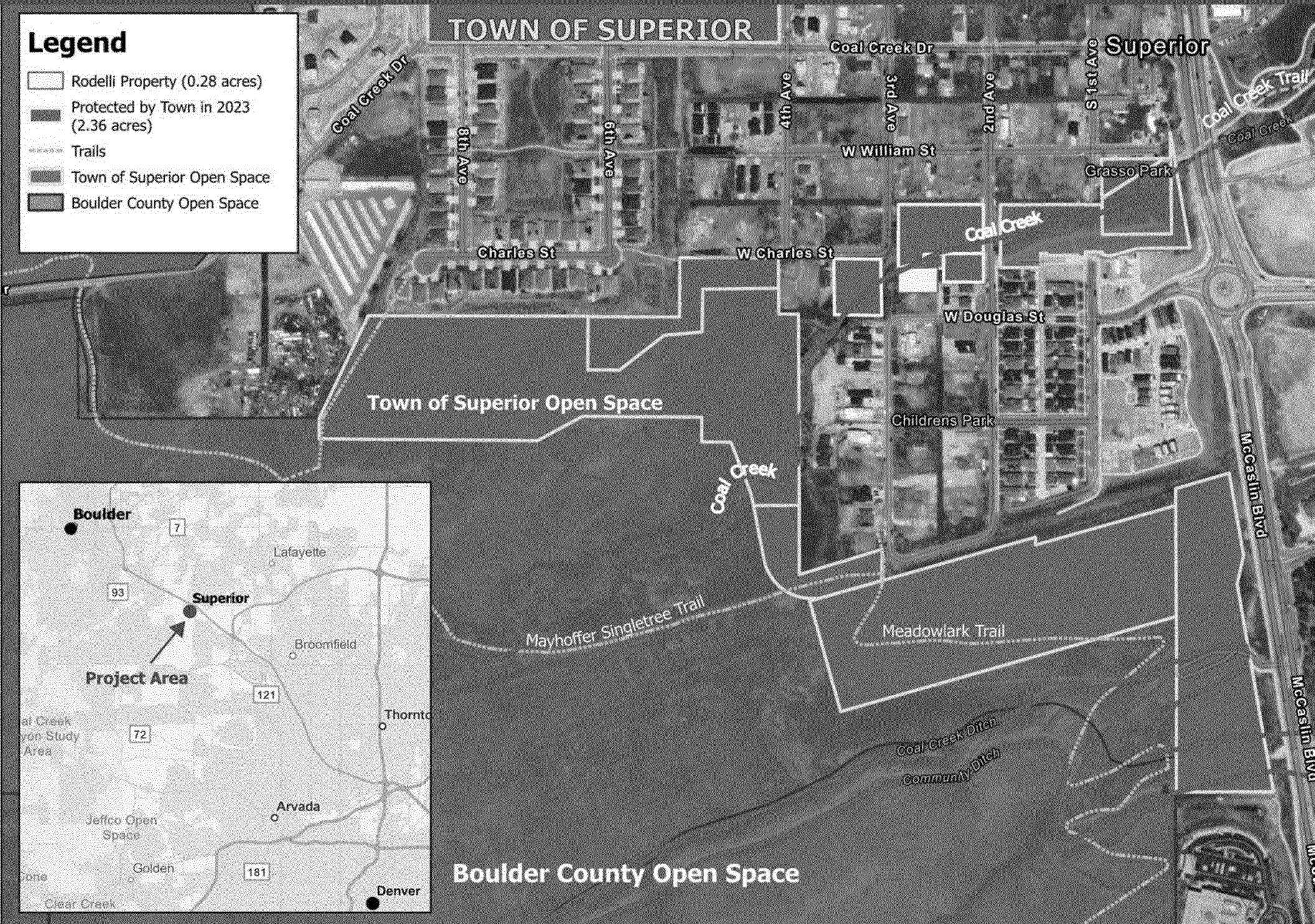
Under the proposal, the two adjacent tracts to the north of 216 S. 3rd Avenue (legal descriptions: SURF ONLY TR 916A 24-1S-70 .02 AC M/L and TR 1586 BLK 1 SUPERIOR SOUTH) will

also be rezoned from Low Density Residential (R-L) to Open Space and Natural Uses (OS-N). These Town-owned tracts fall into the 100-year floodplain and do not meet the Zoning requirements for buildable sites. The rezone of these tracts is not required by the use of Town open space funds but will make their zoning congruous with the surrounding properties along Coal Creek to the north, south, east, and west.

The proximity of 216 S. 3rd Avenue and the adjacent lots to the north to existing Town Open Space Natural areas, the Coal Creek corridor and floodplain and floodway areas support this request to Rezone the Property to Open Space Natural Uses. The Town and the Open Space Advisory Committee have had a long-standing desire and land management practice to acquire property along Coal Creek for Open Space, flood mitigation and conservation.

THE CONSERVATION FUND

Rodelli Property, Boulder County, Colorado

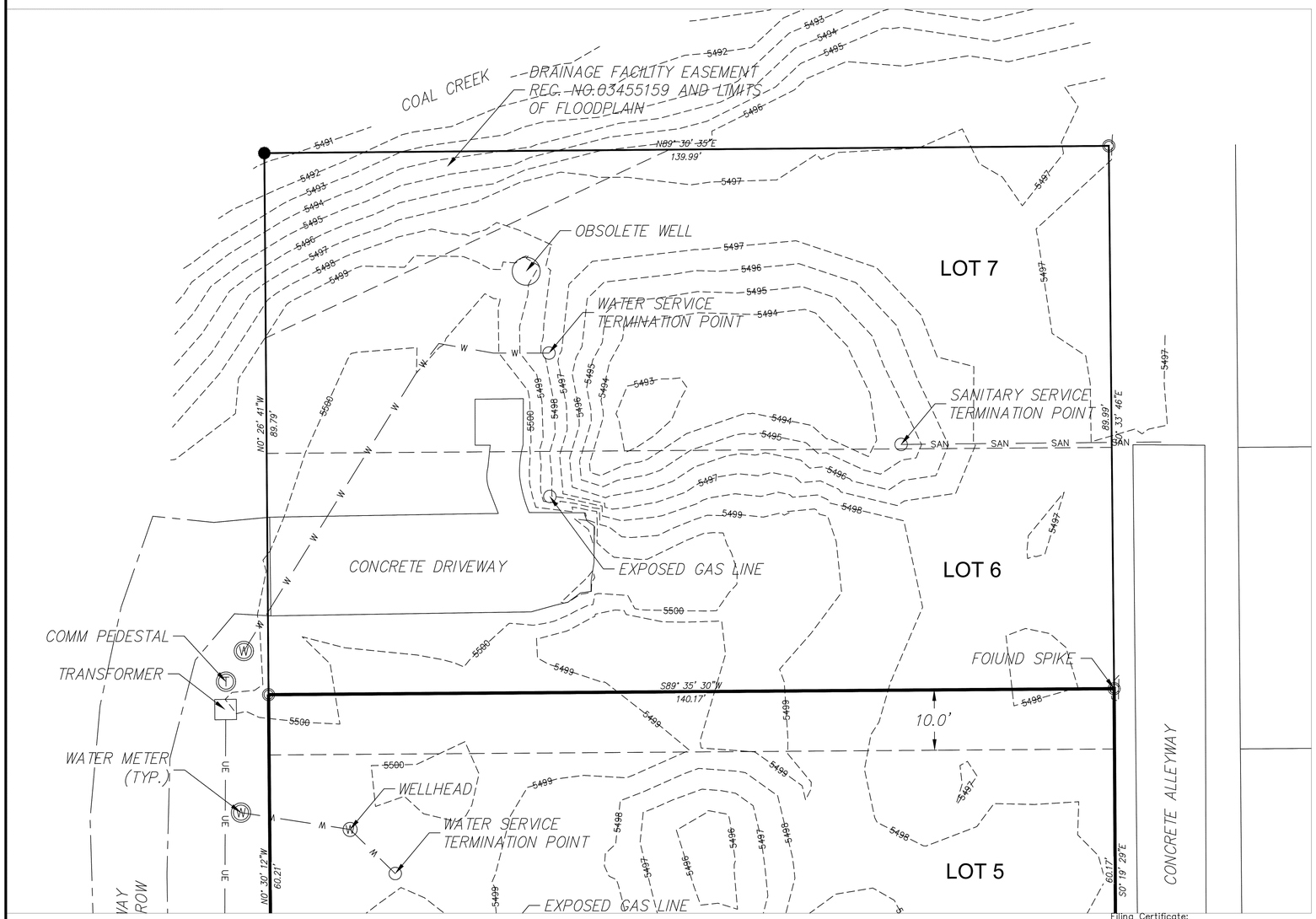


IMPROVEMENT SURVEY PLAT

A PARCEL LOCATED ON THE NE 1/4 OF SECTION 24, T1S, R70W of the 6th P.M.
COUNTY OF BOULDER, STATE OF COLORADO

10 0 10 20

SCALE IN FEET
1"= 10'



Parcel Description:

LOTS 7 & NORTH 40 FEET OF LOT 6, BLOCK I, SOUTH ADDITION TO SUPERIOR, COUNTY OF BOULDER, STATE OF COLORADO PER DEED 1485034 RECORDED IN BOULDER COUNTY RECORDS

NOTES

1. NOTICE:
   According to Colorado law, you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of certification shown hereon.
2. This Improvement Survey Plat, and the information hereon, may not be used for any additional or extended purposes beyond that for which it was intended and may not be used by any parties other than those to which it is certified.
3. This Survey does not constitute a title search by Souder Miller & Associates to determine ownership or easements of record, right-of-way and title of record.

Basis of Bearings:

The north line of Lot 7, Block I being N 89°30'35" E, between the monuments shown hereon.

LEGEND:

- ● set rebar and plastic cap, PLS 37955
- ○ found #5 rebar unless otherwise noted
- Ⓦ water meter

Benchmark:

Southwest corner of Lot 5, NAVD 88 datum, Elev. = 5500.25' by GPS VRS observation.

Surveyor's Certification:

I, Francis Gordon Kuenn, a Professional Land Surveyor in the State of Colorado, on the basis of my knowledge, information and belief do hereby certify to Robert Rodelli, that in August 13, 2022, a property survey was made under my supervision, and as a result of a survey made to normal standards of care of a Professional Land Surveyor practicing in the State of Colorado, that the Survey herein is an accurate representation of the property as determined by this survey. All notes shown hereon are a part of this certification. The survey does not constitute a title search by Souder Miller & Associates to determine ownership of this tract or to verify the description shown; the compatibility of this description with that of adjacent tracts; nor easements of record. It does not constitute a warranty or guarantee, expressed or implied.

Francis Gordon Kuenn
PLS No. 37955

Filing Certificate:

Deposited this _____ Day of _____, 20___ at _____ __. M.
in Book _____ of the County Surveyor's Land Survey
Plats/Right-of-Way Surveys at page _____
Reception Number _____

_____
(signed) County Surveyor

Rev #	Date	Description	By	Chk'd

Souder, Miller & Associates
Engineering • Environmental • Surveying
5610 Ward Road, Suite 130
Arvada, CO 80002
Phone: (303) 239-9011
www.soudermiller.com
Serving the Southwest & Rocky Mountains

CITY

IMPROVEMENT SURVEY PLAT
216 S 3RD AVE.
SUPERIOR, CO

Designed	Drawn	Checked
FGK	FGK	FGK

Date: August 2022
Scale: Horiz:
Vert:
Project No:
Sheet:

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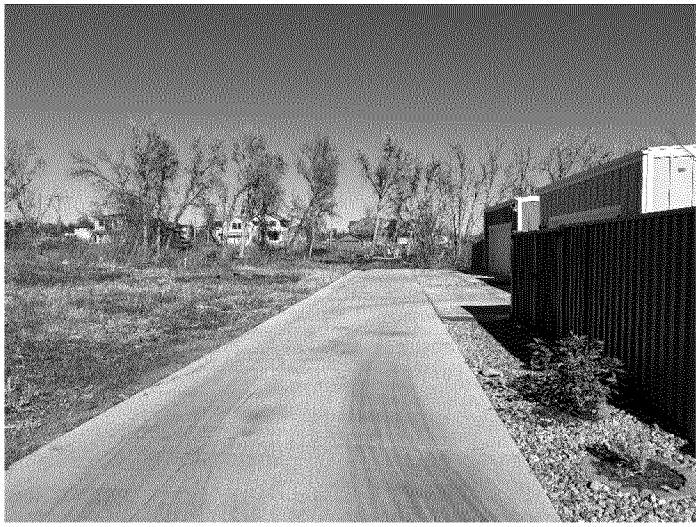
SUBJECT PHOTOS

Front

S 3rd Avenue Access



Alley Access

Site viewed from southwest corner

Site viewed from the northwest corner

Site viewed from the southeast corner

Site viewed from the northeast corner

Waterway view

Waterway view

Waterway view

TOWN OF SUPERIOR
PLANNING COMMISSION
RESOLUTION NO. PC-1
SERIES 2024

A RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF SUPERIOR RECOMMENDING APPROVAL OF AN APPLICATION TO REZONE 216 S. 3RD AVENUE AND THE TWO ADJACENT TOWN-OWNED TRACTS IMMEDIATELY TO THE NORTH WITHIN ORIGINAL TOWN, CASE NO. RZN-2024-03

WHEREAS, the Town of Superior (the "Applicant") owns certain properties located in the Town, generally referred to as 216 S. 3rd Avenue as well as tract 1586 Block I Superior South and Surface only tract 916A 24-1S-70 .02 AC M/L (the "Properties");

WHEREAS, the Applicant has filed an application for approval to rezone the Properties from R-L Low Density Residential to OS-N, Open Space - Natural Uses Zone District (the "Application");

WHEREAS, the specific requirements for rezoning are set forth in Sections 16-7-10 through 16-7-40 of the Code;

WHEREAS, Section 16-7-30(a) of the Code requires a public hearing before the Planning Commission and recommendation by the Planning Commission to the Board of Trustees regarding a request to rezone; and

WHEREAS, on March 19, 2024, the Planning Commission held a properly-noticed public hearing on the Application.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. The Planning Commission hereby finds that the Application meets all applicable requirements of the Code.

Section 2. The Planning Commission hereby recommends that the Board of Trustees approves the rezone of the Properties and all materials included in the Application in the form submitted by the Applicant subject to the following condition: before final documents are signed and recorded, Applicant shall make minor technical and redline corrections to plans as identified by Town staff.

Section 3. This Resolution is hereby adopted by a majority of those Planning Commissioners present to hear the matter according to the following numbers of votes:

7 "yes" votes

0 "no" votes

ADOPTED this 19th Day of March, 2024.

D.J.D. Harper

David Harper, Chair

ATTEST:

Lydia Yecke

Lydia Yecke, Town Clerk

THE TOWN OF SUPERIOR SEAL COLORADO

ITEM NO. 7

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

ITEM NAME:	**Town Office Consolidation and Renovation Projects**
MEETING DATE:	**April 8, 2024**
PRESENTED BY:	**Leslie Clark, PROS Director** **Brannon Richards, Public Works & Utilities Director**
PRESENTED FOR:	**Discussion and Action**

BACKGROUND:
The Town has experienced growth in programs, services and staffing over the past two years. This growth can be attributed to the build-out of downtown, re-building and disaster recovery due to the Marshall Fire, new community space, and a response to expressed need for additional Town services.

In an effort to accommodate space for these additional employees, the Town is now renting 2 suites at Superior Plaza in addition to the Public Works office in the Marketplace. One staff member is currently housed at the Bungalow. Several staff are working in open offices without any privacy – Superior Plaza, Community Center, and PW Office at Marketplace. This makes having phone calls and virtual meetings very cumbersome. Staff has identified three projects to address current office space needs.

An additional benefit of the consolidation and renovation of these office spaces is an increased level of customer service. Currently, public seeking staff support have to visit up to three different office locations depending on their needs. For example, citizens with rebuild questions may have to visit Town Hall, Superior Plaza (planning and building permits), and the Marketplace (public works, utilities, grading). This creates frustration and inefficiencies for the citizens of Superior.

OFFICE RENOVATION PROJECTS:
To address the office space issues referenced above the Town has worked with a local architect to design three office space renovation projects which are outlined below and plans are attached

to this memo. The final plans were bid out to 5 local general contractors. Two contractors declined to bid on the project but the Town received bid pricing from 3 contractors. Following the receipt of bids the Town negotiated with the low bidder to reduce the scope and further reduce the project cost. The bids received including the negotiated bid pricing are included in below.

Office Space	PG Arnold	Delta Design	Milo Construction	PG Arnold Revised
Superior Plaza Ste 200	$257,835.89	$302,224.21	$276,286.00	$200,904.30
Superior Plaza Ste 220	$158,489.71	$165,842.42	$163,392.00	$138,869.59
Community Center	$133,836.74	$143,359.80	$143,826.00	$125,319.08
Total	**$550,162.34**	**$611,426.43**	**$583,504.00**	**$465,092.97**

Suite 200 Office Expansion: $ 200,905
This renovation would add 7 new offices at Superior Plaza Suite 200. These 7 offices would house 5 public works employees currently located at the Market Place, the Planning and Building Technician, and the SAFEBuilt permit technician.

This project would eliminate the need for the Marketplace office space, reducing annual rent by approximately $21,000 and opening up that space for other outside uses.

This project would allow the entire public works team to be housed in a single office space as currently staff is split between the Market Place (1 staff member) and Superior Plaza (5 staff members). It would also improve coordination and communication between different departments by locating the Public Works staff in the same space as Planning and Building, Communications, Economic Development, and the PROS Director.

Funding in the amount of $150,000 is available in the 2024 Public Works Office Renovation CIP budget. The current cost estimate of $200,905 does not include office furniture which staff estimates to be an additional $15,000. Staff anticipates an annual savings of approximately $21,000 from reduction of rent at the Marketplace. Staff is also discussing funding of this office renovation with SAFEBuilt and the building owner. SAFEBuilt has verbally indicated they could contribute up to 5-10% of the project cost. The building owner (Heyman Properties) indicated they would "likely" contribute up to 50% of the cost of the renovation for both Suites 200 and 220, only if the Town were to renew the existing lease for an additional 5 years at the current lease terms. The current lease has 2 years remaining and includes a provision for a $0.50 / sq ft increase per year.

Suite 220 Office Expansion - $138,870
This renovation will provide 4 staff, 2 FT and 2 PT with office space. 3 staff are currently located in open areas that provide no privacy and are not conducive to phone conversations, or meetings. Project will provide a separation between Town staff and the Chamber who currently share the open space areas, and adds an office to accommodate the Grant Administrator.

This project is currently unfunded. The building owner (Heyman Properties) indicated they would "likely" contribute up to 50% of the cost of the renovation for Suite 220, only if the Town

were to renew the existing lease for an additional 5 years at the current lease terms. The current lease has 2 years remaining and includes a provision for a $0.50 / sq ft increase per year.

Community Center Office Expansion: $146,800 ($21,500 for night work)
This would provide office space for 4 FT staff currently sharing an open office area.

Funding in the amount of $150,000 is available through the 2024 Community Center Building Improvement CIP budget. An estimated $60,000 of this budget will go toward the replacement of roof top HVAC units leaving $90,000 available for the office expansion project. This would leave a deficit of $56,500 to complete the office project. Staff propose savings from other CIP projects (vehicles and fencing) to help cover this gap.

BUDGET IMPACT:
Cost to complete all three projects is $486,275, plus an additional $15,000 estimated for furniture.

Possible additional funding to complete the project:

- SAFE Built – Suite 200 - $15,000
- Heyman Properties – Suite 200 and 220 - $175,000, based on $25/sq ft per space, would require a 5-year lease extension
- Community Center CIP funds - $90,000

Summary of the cost, funding available, and deficit amount for each area are summarized below.

Office Space	Renovation Costs	Additional Costs	Budget Available	Additional Funding Available***	Funding Deficit
Superior Plaza Ste 200	$200,904.30	$15,000*	$150,000	$115,000	($49,000)
Superior Plaza Ste 220	$138,869.59	$ -	$ -	$75,000	$63,870
Community Center	$125,319.08	$21,500**	$90,000	$ -	$56,820
Total	**$465,092.97**	**$36,500**	**$240,000**	**$190.000**	**$71,690**

* Furniture costs
** Night work costs
*** Funding from non-Town sources – Heyman Properties and SAFEBuilt.

DISCUSSION
Staff is presenting this information to the Board for discussion and feedback on different office renovation project opportunities as the Town plans for short and long-term office needs. A draft resolution and contract are included for approval. The contract will be updated and finalized based on the results of the discussion with the Board.

ATTACHEMENTS

- Office design schematics
- Resolution
- Contract

SUPERIOR PLAZA SUITE 200 - Existing Conditions

WALL LEGEND:

- EXISTING WOOD FRAMED WALL
- NEW WOOD FRAMED WALL
- WALL TO DEMO'D
- OVERHEAD - STRUCTURE ABOVE

DEMO DROPPED CEILING

DEMO WALL TO DECK OR 10' FROM FLOOR

CONFERENCE ROOM

REMOVE CABINETS

DEMO WALLS AND DOORS

KITCHEN

DEMO WALL

DEMO WALL

DEMO WALL FOR NEW DOOR

OPEN OFFICE SPACE

NOTES:

- REMOVE EXISTING CARPET

DEMO WALLS AND DOORS

DEMO WALLS

COPY ROOM

REMOVE CABINETS

STORAGE ROOM

OFFICE

OFFICE

DEMO WALLS AND DOORS

OFFICE

OFFICE

CONFERENCE ROOM

1 / A1.2 DEMOLITION PLAN | SUITE 200
SCALE = 1/4" = 1'-0"

N

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EAST SLOPE INDUSTRIES
ARCHITECTURE + WOODCRAFT
RYAN COSTNER
303.829.2399

SUPERIOR PLAZA | 200

TOWN OF SUPERIOR | 303-381-2011
100 PLAZA WAY, SUPERIOR, CO 80027

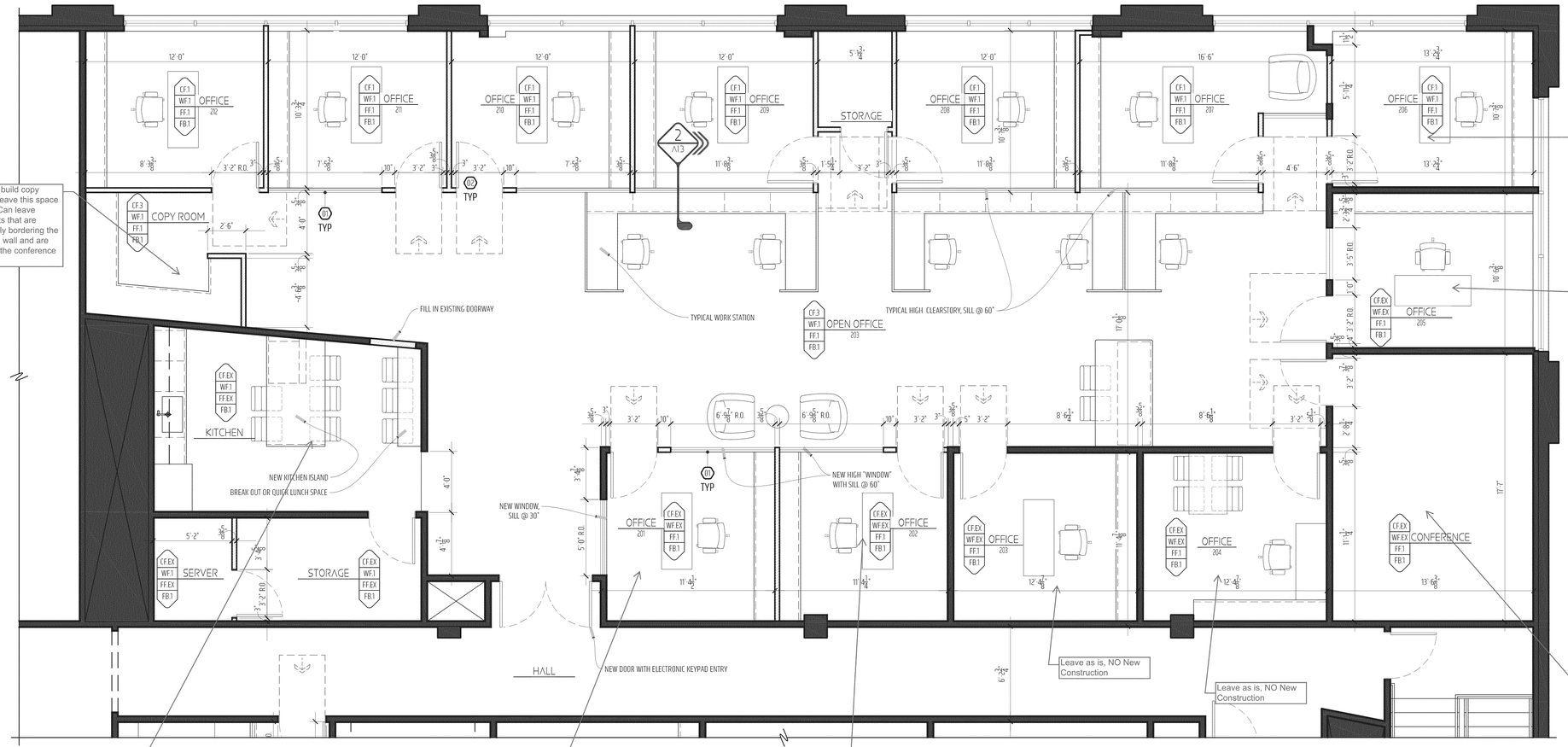
CONSTRUCTION DRAWINGS

ISSUE: 2024.01.05
REVI:

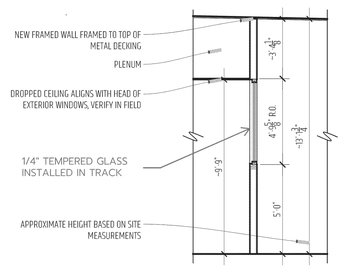
FLOOR PLAN

A1.2

SUPERIOR PLAZA SUITE 200 - Office Renovations



1 / A1.3 FRAMING PLAN | SUITE 200
SCALE = 1/4" = 1'-0"



2 / A1.3 WALL SECTION
SCALE: 1/4"=1'-0"

FRAMING PLAN KEYNOTES

1. INSULATED GLASS WINDOW MATCH EXISTING WINDOW DETAILS
2. NEW DOOR, FULL GLASS 3'-0"X6'-8" DOOR LEAF TO MATCH EXISTING DOORS, SET IN BLACK ALUMINUM FRAME. PASSAGE HARDWARE TO MATCH

WALL LEGEND:

- EXISTING WOOD FRAMED WALL
- NEW WOOD FRAMED WALL
- WALL TO DEMO'D
- OVERHEAD - STRUCTURE ABOVE

CEILING FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
CF.1	ARMSTRONG MESA SECOND LOOK II SQUARE LAY-IN PANEL, WHITE	MATCH EXISTING WHEN NEEDED, USE IN ANY NEW ENCLOSED ROOM
CF.2	PAINTED LEVEL 5 G.W.B. BEJAMIN MOORE REGAL SELECT INT PAINT MATTE 548	COLOR TBD
CF.3	UNFINISHED CEILING EXPOSED METAL DECKING	UNFINISHED

WALL FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
WF.1	PAINTED LEVEL 5 G.W.B. BEJAMIN MOORE REGAL SELECT INT PAINT EGGSHELL 549	COLOR TBD

FLOOR FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
FF.1	MILLIKEN CARPET: TECTONIC COLOR: TTC108 FJORD	2'X2' CARPET TILE, $\frac{1}{4}$" THICK. BRICK INSTALL. *SELECTION IS PLACEHOLDER FOR PRICING
FB.1	JOHNSONITE COVE WALL BASE PEWTER 24	RUBBER WALL BASE

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EAST SLOPE INDUSTRIES
ARCHITECTURE + WOODCRAFT
RYAN COSTNER
303.829.2399

PLAZA | 200

SUPERIOR

TOWN OF SUPERIOR | 303-381-2011
100 PLAZA WAY, SUPERIOR, CO 80027

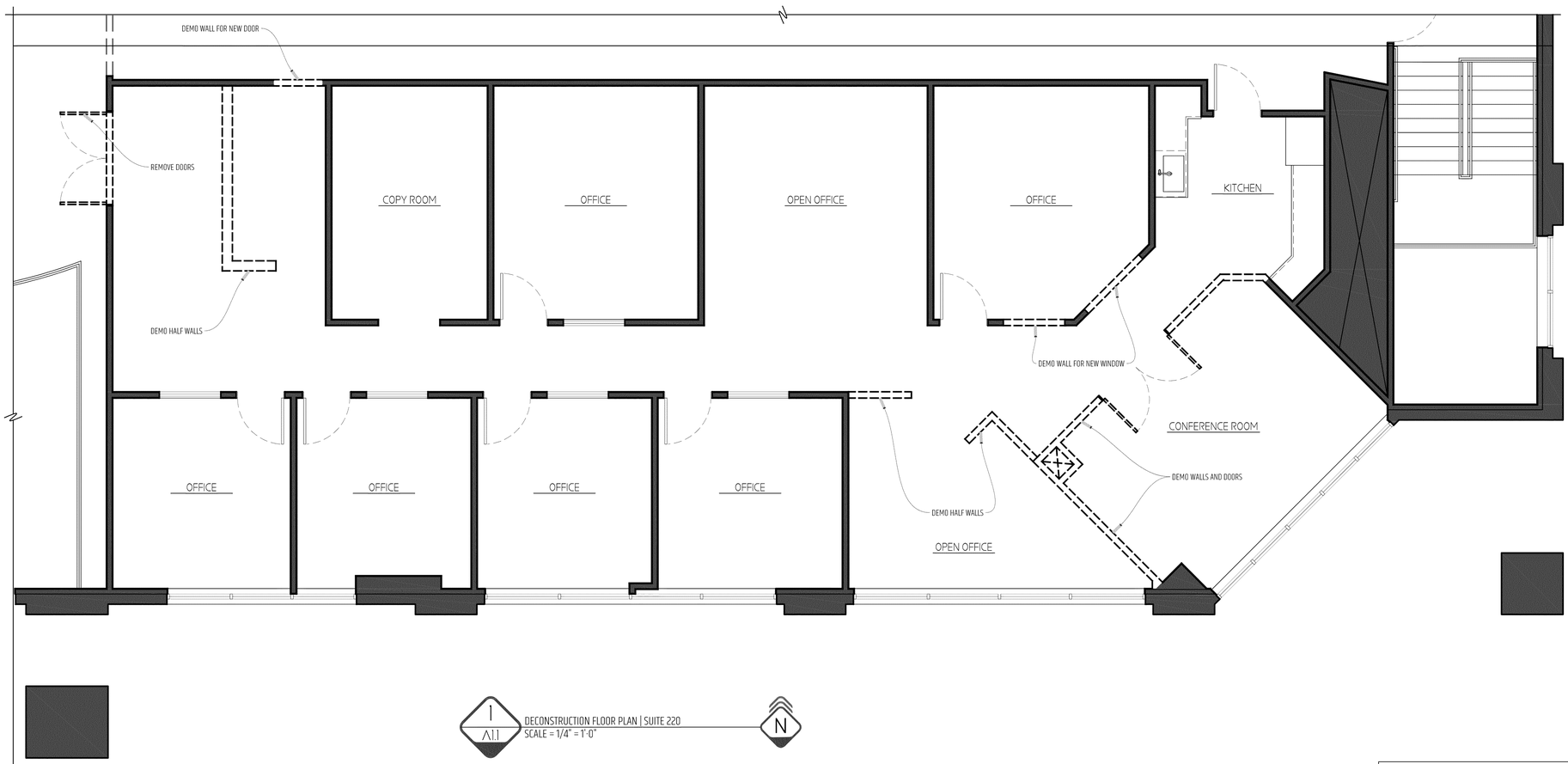
CONSTRUCTION DRAWINGS

ISSUE 2024.01.05
REVI

FLOOR PLAN

A1.3

SUPERIOR PLAZA SUITE 220 - Existing Conditions



1 / A1.1 DECONSTRUCTION FLOOR PLAN | SUITE 220
SCALE = 1/4" = 1'-0"

N

WALL LEGEND:

- EXISTING WOOD FRAMED WALL
- NEW WOOD FRAMED WALL
- WALL TO DEMO'D
- OVERHEAD - STRUCTURE ABOVE

PROJECT NOTES

PROJECT ADDRESS:

100 SUPERIOR PLAZA WAY SUITE 220,
SUPERIOR, CO 80027

PROJECT DESCRIPTION:

TENANT FINISH AND REMODEL, ADDITION OF 5 OFFICES, AND A NEW LOCATION OF THE ENTRANCE DOOR. NEW FLOORING WHERE NEEDED. MINOR DUCT WORK WILL BE PERFORMED, AS WELL AS MINOR ELECTRICAL AND LIGHTING REQUIRED FOR NEW OFFICE LAYOUT

APPROVED CODES:

2018 IBC - INTERNATIONAL BUILDING CODE
2021 IECC - INTERNATIONAL ENERGY CONSERVATION CODE W/ AMMENDMENTS
2018 IFC - INTERNATIONAL FIRE CODE
2018 IFC - INTERNATIONAL FUEL AND GAS CODE
2018 IMC - INTERNATIONAL MECHANICAL CODE
2020 NEC - NATIONAL ELECTRICAL CODE
2018 IPC - INTERNATIONAL PLUMBING CODE
ANSI A117.1-2009

BUILDING CODE INFORMATION:

ZONING:	SUPERIOR PLAZA PD
USE & OCCUPANCY:	B - BUSINESS
TYPE OF CONSTRUCTION:	TYPE III - N (NON-RATED) SPRINKLERED
TENANT FINISH AREA:	2,564 SF
OCCUPANT LOAD (B 150 GROSS) :	18 PEOPLE
EXIT ACCESS TRAVEL DISTANCE (MAXIMUM LENGTH):	250'
COMMON PATH OF EGRESS TRAVEL (MAXIMUM LENTH):	100' OL<30

NOTE:
- EXIT ACCESS TRAVEL DISTANCE HAS NOT BEEN ALTERED IN A MINOR WAY. TRAVEL DISTANCE WAS MEASURED AT 165'
- 2 EXITS ARE PROVIDED. COMMON PATH OF EGRESS TRAVEL IS EASILY ACCOMMODATED AS EACH OCCUPANT HAS 2 EXIT PATHS AS THEY EXIT EACH OFFICE

SHEET INDEX

ARCHITECTURAL

A1.1 COVER SHEET + GENERAL NOTES
A1.2 DEMOLITION AND FRAMING PLAN
A1.3 FINISH AND REFLECTED CEILING / ELECTRICAL PLAN

GENERAL NOTES

LICENSES & PERMITS:
ALL WORK SHALL BE PERFORMED UNDER PERMIT FROM ALL GOVERNING AUTHORITIES AND SHALL BE INSPECTED BY THEIR REPRESENTATIVES AND OBSERVED BY THE ARCHITECT.

VERIFICATION:
OWNER AND/OR GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS, SPECIFICATIONS, AND CONDITIONS ON THESE DRAWINGS PRIOR TO AND DURING CONSTRUCTION. ANY DISCREPANCIES, OMISSIONS OR ERRORS IN THE DRAWINGS, OR ANY DISCREPANCY WHATSOEVER BETWEEN DRAWINGS, SPECIFICATIONS AND/OR EXISTING CONDITIONS, OR ANY OBSTACLE TO WORK PERFORMANCE AS DESCRIBED IN THE DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT FOR CORRECTION PRIOR TO COMMENCING WORK. FAILURE TO NOTIFY THE DESIGNER WITHIN TEN (10) DAYS OF THE DATE OF THE DRAWINGS SHALL CONSTITUTE FINAL ACCEPTANCE OF THE DRAWINGS. ANY CHANGES MADE AFTER ACCEPTANCE OF THE DRAWINGS SHALL RELEASE THE ARCHITECT FROM ANY FUTURE RESPONSIBILITY/LIABILITY.

INSURANCE:
GENERAL CONTRACTOR AND ALL SUBCONTRACTORS SHALL CARRY CONTRACTOR'S LIABILITY INSURANCE (PERSONAL AND PROPERTY) AND WORKMAN'S COMPENSATION MEETING MINIMUM COLORADO REQUIREMENTS, AND SHALL PROVIDE PROOF OF SAME UPON REQUEST.

DIMENSIONS:
WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. ALL DIMENSIONS ARE TO FRAMING FOR NEW WALLS FINISH TO EXISTING WALLS, U.N.O. DO NOT SCALE THESE DRAWINGS.

CONSTRUCTION METHOD:
THE CONTRACT DRAWINGS AND SPECIFICATIONS SHALL REPRESENT THE FINISHED STRUCTURE. UNLESS OTHERWISE SHOWN, THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES.

COMPLIANCE:
ALL WORK BY THE CONTRACTOR SHALL COMPLY WITH AND BE IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL CODES AND AGENCIES HAVING JURISDICTION, AS WELL AS SOILS TEST INFORMATION AND SOIL ENGINEER'S RECOMMENDATIONS.

WORKMANSHIP:
IN ALL CASES, REPRESENTATIVES OF THE GENERAL CONTRACTOR EXPERIENCED AND SKILLED IN THEIR TRADE SHALL PERFORM THE WORK. THE OWNER HAS ESTABLISHED THE HIGHEST LEVEL OF QUALITY AND WORKMANSHIP AS A GOAL IN ALL AREAS OF THIS PROJECT AND RESERVES THE RIGHT TO REFUSE WORK NOT UP TO THESE STANDARDS OR MANUFACTURERS' INSTALLATION REQUIREMENTS. GENERAL CONTRACTOR SHALL COORDINATE, SUPERVISE AND TAKE RESPONSIBILITY FOR ALL WORK OF HIS REPRESENTATIVES.

INSPECTIONS:
GENERAL CONTRACTOR AND/OR SUBCONTRACTOR SHALL BE RESPONSIBLE FOR ALL NECESSARY INSPECTIONS AS WELL AS SCHEDULE FOR SAME.

CHANGES & NOTICE OF CHANGE OR DISCREPANCY:
OWNER AND GENERAL CONTRACTOR SHALL NEGOTIATE ADDITIONS, DELETIONS, OR REVISIONS TO THE SCOPE OF THE WORK. A WRITTEN RECORD SHALL BE KEPT BY GENERAL CONTRACTOR FOR FINAL ACCOUNTING, AND THE CONTRACT SUM SHALL BE ADJUSTED ACCORDINGLY. THE ARCHITECT SHALL RECEIVE PROMPT WRITTEN NOTICE OF ALL PENDING CHANGES. RELEASE OF THESE PLANS CONTEMPLATES FURTHER COOPERATION AMONG OWNER, GENERAL CONTRACTOR AND THE ARCHITECT. DESIGN AND CONSTRUCTION ARE COMPLEX. ALTHOUGH THE ARCHITECT AND HIS/HER CONSULTANTS HAVE PERFORMED THEIR SERVICES WITH DUE CARE AND DILIGENCE, THEY CANNOT GUARANTEE PERFECTION. ANY AMBIGUITY OR DISCREPANCY DISCOVERED BY THE USE OF THESE PLANS SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT. FAILURE TO NOTIFY THE ARCHITECT COMPOUNDS MISUNDERSTANDING AND INCREASES CONSTRUCTION COSTS. A FAILURE TO COOPERATE BY A NOTICE TO THE ARCHITECT SHALL RELIEVE THE ARCHITECT FROM RESPONSIBILITY FOR ALL CONSEQUENCES. CHANGES MADE FROM THE PLANS WITHOUT CONSENT OF THE ARCHITECT ARE UNAUTHORIZED AND SHALL RELIEVE THE ARCHITECT OF RESPONSIBILITY FOR ALL CONSEQUENCES ARISING OUT OF SUCH CHANGES.

ARCHITECT'S ROLE:
THE ARCHITECT'S SOLE FUNCTION SHALL BE TO ACT AS THE OWNER'S AGENT IN MAKING PERIODIC SITE VISITS, AS REQUESTED BY THE OWNER TO OBSERVE WHETHER THE WORK IS PROCEEDING ACCORDING TO THE CONTRACT DRAWINGS AND SPECIFICATIONS. SUPPORT SERVICES PERFORMED BY THE ARCHITECT, IF ANY, WHETHER OF MATERIAL OR WORK, AND WHETHER PERFORMED PRIOR TO, DURING OR AFTER COMPLETION OF CONSTRUCTION SHALL BE PERFORMED SOLELY FOR THE PURPOSE OF ASSISTING IN QUALITY CONTROL AND IN ACHIEVING CONFORMANCE WITH THE CONTRACT DRAWINGS AND SPECIFICATIONS. THEY DO NOT GUARANTEE CONTRACTOR'S PERFORMANCE AND SHALL NOT BE CONSTRUED AS SUPERVISION OF CONSTRUCTION.

ESI
EAST SLOPE INDUSTRIES
ARCHITECTURE + WOODCRAFT
RYAN COSTNER
303.829.2399

SUPERIOR PLAZA | 2020

TOWN OF SUPERIOR | 303-381-2011
100 PLAZA WAY, SUPERIOR, CO 80027

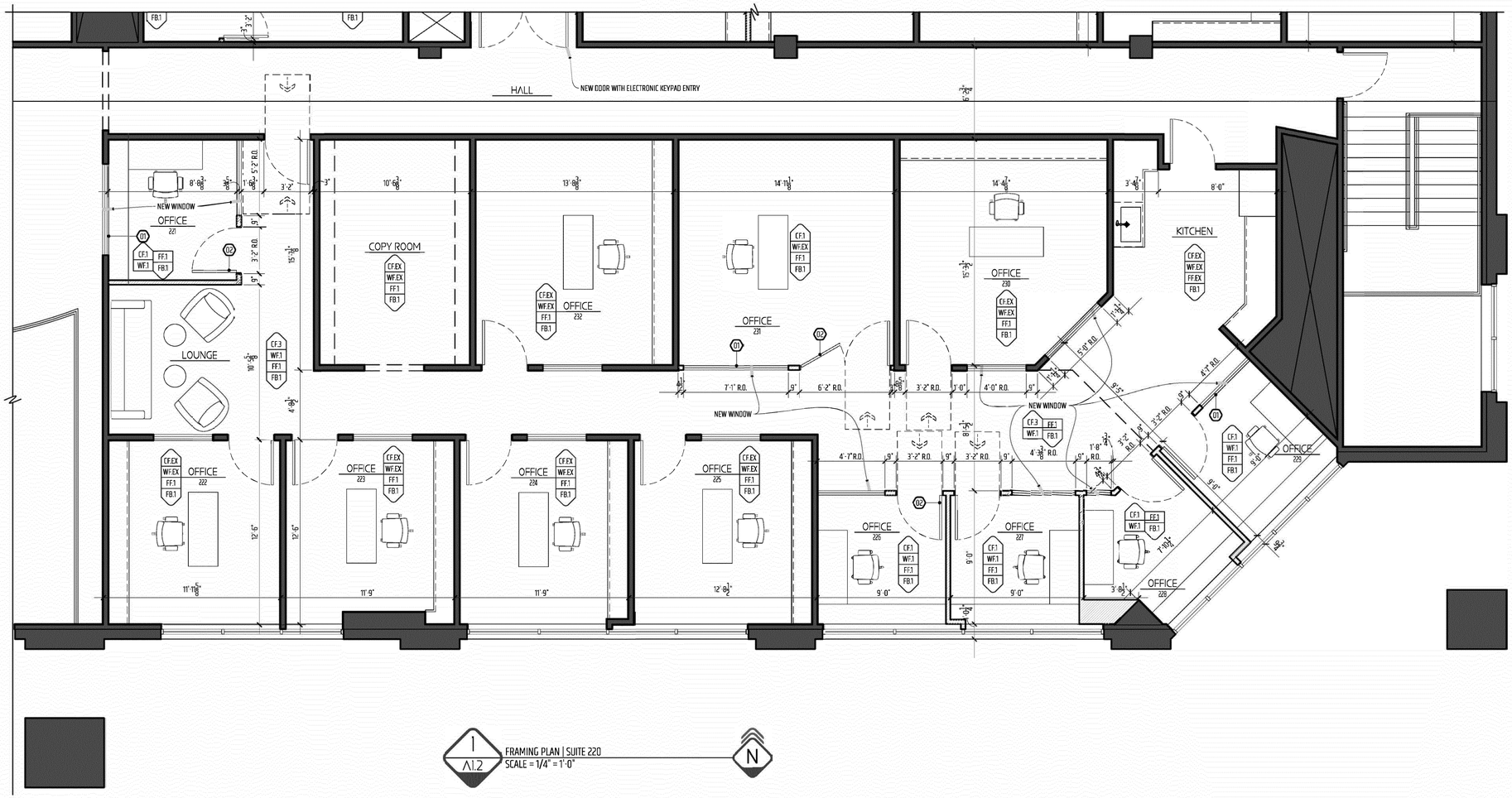
SCHEMATIC DESIGN

ISSUE 2024.01.05
REVI

COVER SHEET + DECON PLAN

A1.1

SUPERIOR PLAZA SUITE 220 - Office Renovations



1 A1.2 FRAMING PLAN | SUITE 220
SCALE = 1/4" = 1'-0"

N

WALL LEGEND:

- EXISTING WOOD FRAMED WALL
- NEW WOOD FRAMED WALL
- WALL TO DEMO'D
- OVERHEAD - STRUCTURE ABOVE

CEILING FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
CF.1	ARMSTRONG CALIA TILE SQUARE LAY-IN PANEL, WHITE	MATCH EXISTING
CF.2	PAINTED LEVEL 5 G.W.B. BEJAMIN MOORE REGAL SELECT INT PAINT MATTE 548	COLOR TBD
CF.3	UNFINISHED CEILING EXPOSED VINYL DRAPE	UNFINISHED

WALL FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
WF.1	PAINTED LEVEL 5 G.W.B. BEJAMIN MOORE REGAL SELECT INT PAINT EGGSHELL 549	COLOR TBD

FLOOR FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
FF.1	MILLIKEN CARPET: TECTONIC COLOR: TTC108 FJORD	2'X2' CARPET TILE, ¼" THICK. BRICK INSTALL. *SELECTION IS PLACEHOLDER FOR PRICING
FB.1	JOHNSONITE COVE WALL BASE PEWTER 24	RUBBER WALL BASE

*EX. DENOTES EXISTING CONDITIONS

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SUPERIOR PLAZA | 220

TOWN OF SUPERIOR | 303-381-2011
100 PLAZA WAY, SUPERIOR, CO 80027

SCHEMATIC DESIGN

ISSUE: 2024.01.05
REVI:

FLOOR PLAN

A1.2

COMMUNITY CETNER - Existing Conditions

B C D D1 E F

2 3 4

REMOVE HANDRAILS

DEMO WALL

MEZZANINE

OPEN OFFICE

OFFICE

BREAK AREA

OFFICE

WALL LEGEND:

EXISTING WOOD FRAMED WALL	
NEW WOOD FRAMED WALL	
WALL TO DEMO'D	
OVERHEAD - STRUCTURE ABOVE	

1 / A1.2 MEZZANINE FLOOR DEMOLITION PLAN
SCALE = 1/4" = 1'-0"

N

ESI
EAST SLOPE INDUSTRIES
ARCHITECTURE + WOODCRAFT
RYAN COSTNER
303.829.2399

SUPERIOR COMMUNITY CENTER

TOWN OF SUPERIOR | 303-381-2011
100 PLAZA WAY, SUPERIOR, CO 80027

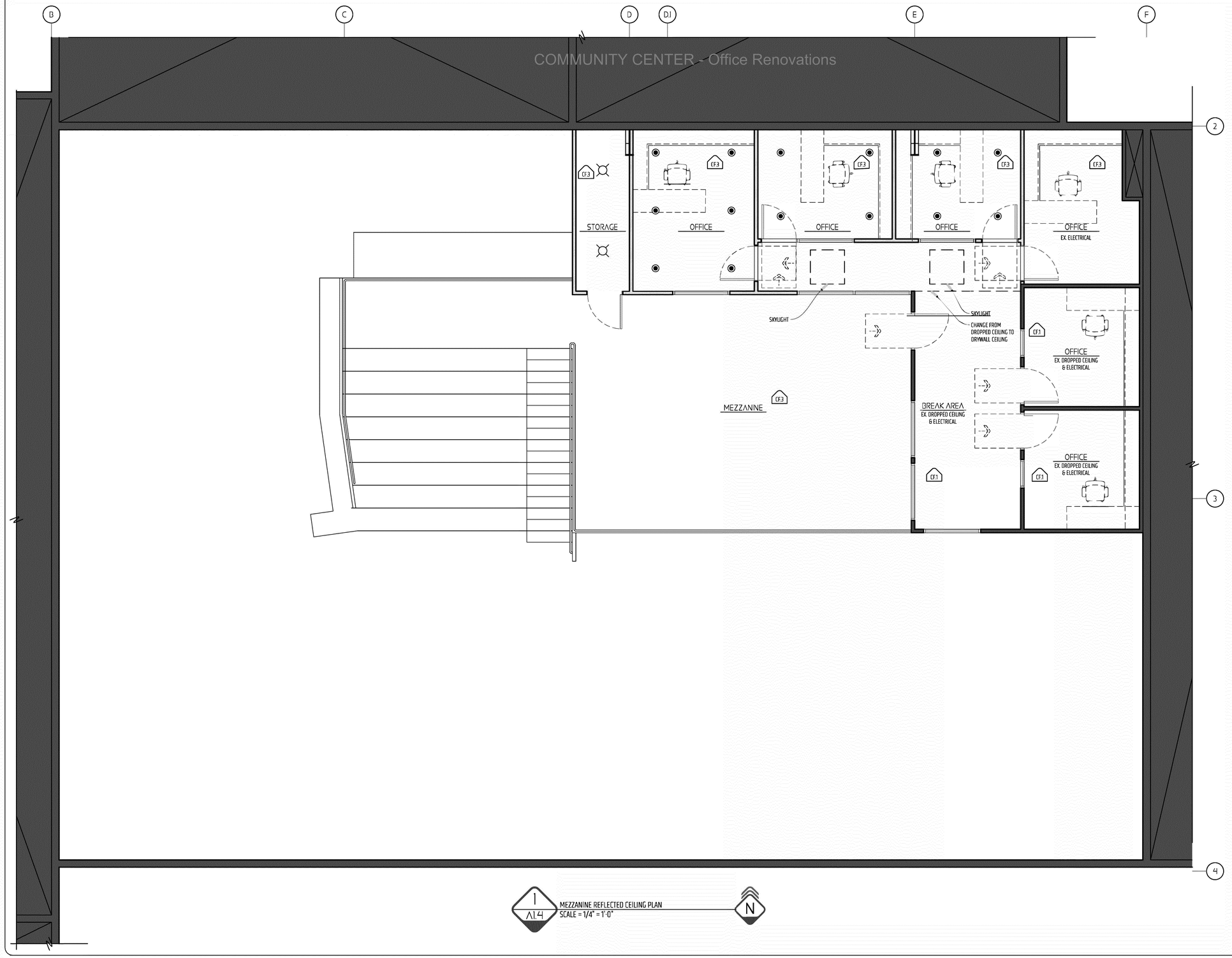
CONSTRUCTION DRAWINGS

ISSUE: 2024.01.05
REV:

DEMO PLAN

A1.2

COMMUNITY CENTER - Office Renovations



1 / A1.4 MEZZANINE REFLECTED CEILING PLAN
SCALE = 1/4" = 1'-0"

WALL LEGEND:

- EXISTING WOOD FRAMED WALL
- NEW WOOD FRAMED WALL
- WALL TO DEMO'D
- OVERHEAD - STRUCTURE ABOVE

REFLECTED CEILING PLAN KEY

NOTES:

1. AFF = ABOVE FINISH FLOOR, REF. ELEV TO CENTER - OF J-BOX.
2. ALL DIMENSIONS ARE FROM FINISH FACE, U.N.O.
3. U.N.O. = UNLESS NOTED OTHERWISE

- 4" ROUND CYLINDER (BLACK), 35W LED 3000 LUM 3000K W/ 90 CRI | LDN4CYL 30/20 L04BR MVOLT 90CRI GZ10 FCM DBL
- SURFACE OR - PENDANT MOUNTED LUMINAIRE
- 2'X2' RECESSED GRID PANEL LUMINAIRE, SEE ELECTRICAL PLAN
- 4' SUSPENDED INDIRECT TRAY LIGHT
- 2'X2' TITUS OMNI SUPPLY DIFFUSER, OR SIMILAR
- 2'X2' RETURN TRANSFER GRILL, SPECIAL CONSIDERATION FOR SOUND TRANSMISSION

CEILING FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
CF1	ARMSTRONG CALIA TILE SQUARE LAY IN PANEL, WHITE	MATCH EXISTING
CF2	PAINTED LEVEL 5 G.W.B. BEJAMIN MOORE REGAL SELECT INT PAINT MATTE 548	COLOR TBD
CF3	UNFINISHED CEILING EXPOSED VINYL DRAPE	UNFINISHED

WALL FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
WF1	PAINTED LEVEL 5 G.W.B. BEJAMIN MOORE REGAL SELECT INT PAINT EGGSHELL 549	COLOR TBD

FLOOR FINISH SCHEDULE

SYMBOL	MANUFACTURE / MODEL	DESCRIPTION
FF1	MILLIKEN CARPET: TECTONIC COLOR: TTC108 FJORD	2'X2' CARPET TILE, $\frac{1}{4}$" THICK BRICK INSTALL *SELECTION IS PLACEHOLDER FOR PRICING
FB1	JOHNSONITE COVE WALL BASE PEWTER 24	RUBBER WALL BASE

*EX. DENOTES EXISTING CONDITIONS

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EAST SLOPE INDUSTRIES
ARCHITECTURE + WOODCRAFT
RYAN COSTNER
303.829.2399

SUPERIOR COMMUNITY CENTER

TOWN OF SUPERIOR | 303-381-2011
100 PLAZA WAY, SUPERIOR, CO 80027

CONSTRUCTION DRAWINGS

ISSUE: 2024.01.05
REVI:

RCP PLAN

A1.4

TOWN OF SUPERIOR
RESOLUTION NO. R-19
SERIES 2024

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR APPROVING AN AGREEMENT WITH PG ARNOLD CONSTRUCTION, L.L.C., FOR THE 2024 OFFICE RENOVATION PROJECT

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. The Agreement between the Town of Superior and PG Arnold Construction, L.L.C., for the 2024 Office Renovation Project is hereby approved in substantially the same form as attached hereto, subject to final approval by the Town Attorney.

ADOPTED this 8th day of April, 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

CONSTRUCTION CONTRACT (SHORT FORM)

THIS CONSTRUCTION CONTRACT (the "Contract") is made and entered into this _____ day of _____, 2024 (the "Effective Date"), by and between the Town of Superior, a Colorado municipal corporation with an address of 124 East Coal Creek Drive, Superior, CO 80027 (the "Town"), and PG Arnold Construction, L.L.C., an independent contractor with a principal place of business at 3109 28th Street, Boulder, CO 80301("Contractor") (each a "Party" and collectively the "Parties").

For the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. SCOPE OF WORK

Contractor shall furnish all labor and materials required for the complete and prompt execution and performance of all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Work set forth in **Exhibit A**, attached hereto and incorporated herein by this reference. No change to the Scope of Work, including any additional compensation, shall be effective or paid unless authorized by written amendment executed by the Town.

II. TERM AND TERMINATION

A. Contractor shall complete the Scope of Work on or before _____, 20__.

B. This Contract shall terminate when all the work described in the Scope of Work is completed to the Town's satisfaction (final acceptance), or upon the Town's providing Contractor with 30 days advance written notice, whichever occurs first; provided that the indemnification and warranty provisions of this Contract shall survive termination.

III. COMPENSATION

Upon final acceptance by the Town of the work set forth in the Scope of Work, the Town shall pay Contractor an amount not to exceed $_____ (the "Contract Price"), subject to the requirements of C.R.S. § 38-26-107. The Town shall pay Contractor in the manner and at such times as set forth in the General Provisions such amounts as required by the Contract Documents.

IV. INDEPENDENT CONTRACTOR

Contractor is an independent contractor. Notwithstanding any other provision of this Contract, all personnel assigned by Contractor to perform work under the terms of this Contract shall be, and remain at all times, employees or agents of Contractor for all purposes. Contractor shall make no representation that it is a Town employee for any purposes.

V. RESPONSIBILITY

A. Contractor hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and licenses in good standing. The services performed by Contractor shall be in accordance with generally accepted professional practices and the level of competency presently maintained by others in the same or similar type of work, and in compliance with applicable laws, ordinances, rules and regulations. The Town's review,

approval or acceptance of, or payment for any work shall not be construed as a waiver of any rights under this Contract or any cause of action arising out of the performance of this Contract.

B. Contractor shall at all times comply with all applicable law, including without limitation all current and future federal, state and local statutes, regulations, ordinances and rules relating to: the emission, discharge, release or threatened release of a Hazardous Material into the air, surface water, groundwater or land; the manufacturing, processing, use, generation, treatment, storage, disposal, transportation, handling, removal, remediation or investigation of a Hazardous Material; and the protection of human health, safety or the indoor or outdoor environmental, including without limitation the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601, *et seq.* ("CERCLA"); the Hazardous Materials Transportation Act, 49 U.S.C. § 1801, *et seq.*; the Resource Conservation and Recovery Act, 42 U.S.C. § 6901, *et seq.* ("RCRA"); the Toxic Substances Control Act, 15 U.S.C. § 2601, *et seq.*; the Clean Water Act, 33 U.S.C. § 1251, *et seq.*; the Clean Air Act; the Federal Water Pollution Control Act; the Occupational Safety and Health Act; all applicable environmental statutes of the State of Colorado; and all other federal, state or local statutes, laws, ordinances, resolutions, codes, rules, regulations, orders or decrees regulating, relating to, or imposing liability or standards of conduct concerning any hazardous, toxic or dangerous waste, substance or material, as now or at any time hereafter in effect.

VI. OWNERSHIP

Any materials, items, and work specified in the Scope of Work, and any and all related documentation and materials provided or developed by Contractor shall be exclusively owned by the Town. Contractor expressly acknowledges and agrees that all work performed under the Scope of Work constitutes a "work made for hire." To the extent, if at all, that it does not constitute a "work made for hire," Contractor hereby transfers, sells, and assigns to the Town all of its right, title, and interest in such work. The Town may, with respect to all or any portion of such work, use, publish, display, reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change such work without providing notice to or receiving consent from Contractor.

VII. INSURANCE

A. Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Agreement. At a minimum, Contractor shall procure and maintain, and shall cause any subcontractor to procure and maintain, the insurance coverages listed below, with forms and insurers acceptable to the Town.

1. Worker's Compensation insurance as required by law.

2. Commercial General Liability insurance with minimum combined single limits of $1,000,000 each occurrence and $2,000,000 general aggregate. The policy shall be applicable to all premises and operations, and shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision, and shall include the Town and the Town's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.

B. Such insurance shall be in addition to any other insurance requirements imposed by law. The coverages afforded under the policies shall not be canceled, terminated or materially changed without at least 30 days prior written notice to the Town. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Any insurance carried by the Town, its officers, its employees, or its contractors shall be excess and not contributory insurance to that provided by Contractor. Contractor shall be solely responsible for any deductible losses under any policy.

C. Contractor shall provide to the Town a certificate of insurance as evidence that the required policies are in full force and effect. The certificate shall identify this Agreement.

VIII. INDEMNIFICATION

A. Contractor agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representatives, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Contract, to the extent that such injury, loss or damage is attributable to the act, omission, error, professional error, mistake, negligence or other fault of Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor, or which arise out of any worker's compensation claim of any employee of Contractor or of any employee of any subcontractor of Contractor. Contractor, to the fullest extent permitted by law, shall defend, investigate, handle, respond and provide defense for and defend against any such liability, claims, damages, losses, expenses or demands at the sole expense of Contractor, or at the option of the Town, Contractor agrees to pay the Town or reimburse the Town for defense costs incurred by the Town in connection with any such liability, claims, damages, losses, expenses or demands. Contractor, to the fullest extent permitted by law, shall defend and bear all other costs and expenses related thereto, including court costs and attorney fees, whether or not such liability, claims or demands alleged are groundless, false or fraudulent. This indemnification provision is intended to comply with C.R.S. § 13-21-111.5(6), as amended, and shall be read as broadly as permitted to satisfy that intent. Contractor's liability under this provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor.

B. If Contractor is providing architectural, engineering, surveying or other design services under this Agreement, the extent of Contractor's obligation to defend, indemnify and hold harmless the Town may be determined only after Contractor's liability or fault has been determined by adjudication, alternative dispute resolution or otherwise resolved by mutual agreement of the Parties, as provided by C.R.S. § 13-50.5-102(8)(c).

IX. KEEP JOBS IN COLORADO ACT

Pursuant to the Keep Jobs in Colorado Act, C.R.S. § 8-17-101, *et seq.* (the "Act"), and the rules adopted by the Division of Labor of the Colorado Department of Labor and Employment implementing the Act (the "Rules"), Contractor shall employ Colorado labor to perform at least 80% of the work and shall obtain and maintain the records required by the Act and the Rules. For purposes of this Section, "Colorado labor" means a person who is a resident of the state of Colorado at the time

of this Contract, without discrimination as to race, color, creed, sex, sexual orientation, marital status, national origin, ancestry, age, or religion except when sex or age is a *bona fide* qualification. A resident of the state is a person with a valid Colorado driver's license, a valid Colorado state-issued photo identification, or documentation that he or she has resided in Colorado for the last 30 days. Contractor represents that it is familiar with the requirements of the Act and the Rules and will fully comply with same. This Section shall not apply to any project for which appropriation or expenditure of moneys may be reasonably expected not to exceed $500,000 in the aggregate for any fiscal year.

X. WARRANTY

Contractor shall warrant and guarantee all materials furnished and work performed by Contractor under this Contract for a period of two (2) years from the date of final acceptance by the Town. Under this warranty, Contractor agrees to repair or replace, at its own expense and under the direction of the Town, any portion of the work or materials that fails or is defective, unsound, unsatisfactory because of materials or workmanship, or that is not in conformity with the provisions of the Contract. The expiration of the warranty period shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted, for work negligently or defectively performed.

XI. MISCELLANEOUS

A. *Governing Law and Venue*. This Contract shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Boulder County, Colorado.

B. *Integration*. This Contract and any attached exhibits constitute the entire agreement between Contractor and the Town, superseding all prior oral or written communications.

C. *Third Parties*. There are no intended third-party beneficiaries to this Contract.

D. *Notice*. Any notice under this Contract shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail to the Party at the address included on the first page of this Contract.

E. *Severability*. If any provision of this Contract is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

F. *Modification*. This Contract may only be modified upon written agreement of the Parties.

G. *Assignment*. Neither this Contract nor any of the rights or obligations of the Parties shall be assigned by either Party without the written consent of the other.

H. *Governmental Immunity*. The Town and its officers, attorneys and employees are relying on, and do not waive or intend to waive by any provision of this Contract, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers, attorneys or employees.

I. *Rights and Remedies*. Delays in enforcement or the waiver of any one or more defaults or breaches of this Contract by the Town shall not constitute a waiver of any of the other terms or obligation of this Contract. The rights and remedies of the Town under this Contract are in addition to any other rights and remedies provided by law. The expiration of this Contract shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted, for work negligently or defectively performed.

J. *Subject to Annual Appropriation*. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement or liability beyond the current fiscal year.

IN WITNESS WHEREOF, the Parties have executed this Contract as of the Effective Date.

TOWN OF SUPERIOR, COLORADO

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

PG ARNOLD CONSTRUCTION, L.L.C.

By: _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was subscribed, sworn to and acknowledged before me this ___ day of _____, 2024, by _____ as _____ of _____.

My commission expires:

(S E A L)

_____
Notary Public

EXHIBIT A
SCOPE OF WORK

Complete office renovations at Superior Plaza and Community Center office spaces as identified in the attached drawings. All work shall be completed in accordance with Town specifications and standards.

ITEM NO. **8**

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM:	**Consideration of the Discovery Office Park Planned Development Amendment #2 (Case No. PDA-2024-01)**
MEETING DATE:	**April 8, 2024**
PRESENTED BY:	**Matt Magley, Town Manager** **Lisa Ritchie, AICP, Planning and Building Director**
PRESENTED FOR:	**Action**

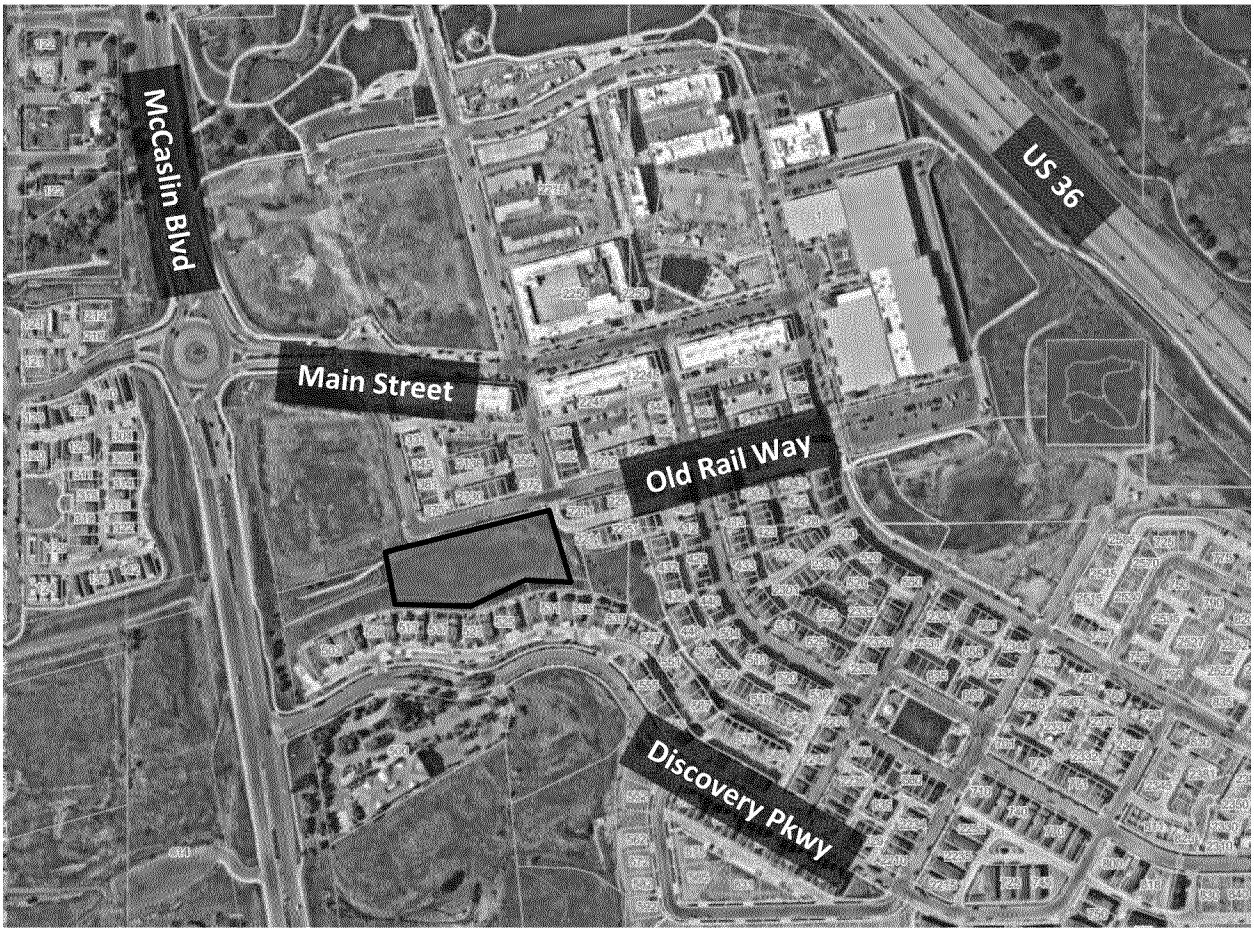
Item:	Case No. PDA-2024-01
Applicant:	Pennrose, LLC, with consent of the property owner Aweida Properties, Inc.
Existing Zoning:	Planned Development – Discovery Office Park
Location:	Lot 21, Block 1, Discovery Office Park/Superior Town Center Replat 3
Request:	Targeted amendment to Discovery Office Park PD (Case No. PDA-2024-01) for Lot 21, Block 1 to establish the use as senior affordable housing and to amend certain development standards.

SUMMARY:
The applicant, Pennrose, requests approval of a Planned Development Amendment #2 (PDA) for Lot 21, Block 1 to establish the use as senior (persons 55 years of age or older) affordable housing and amend certain development standards for this lot. The lot is within the existing Discovery Office Park Planned Development, originally approved in 2001, and amended most recently in 2014. The 2014 PD states the following for this lot:

> *The development at the northern boundary of Discovery is now served by the Marshall Rd extension and Street Three (now Old Rail Way) and fits into the new Town Center grid. The northern/lower flex building #2 would be limited to commercial and/or residential uses*

and will be the last parcel to be developed so as to better respond to Town Center development. Building #2 will conform to STC Design Guidelines for both the building and the property development.

VICINITY MAP:



BACKGROUND:

Discovery Office Park Planned Development

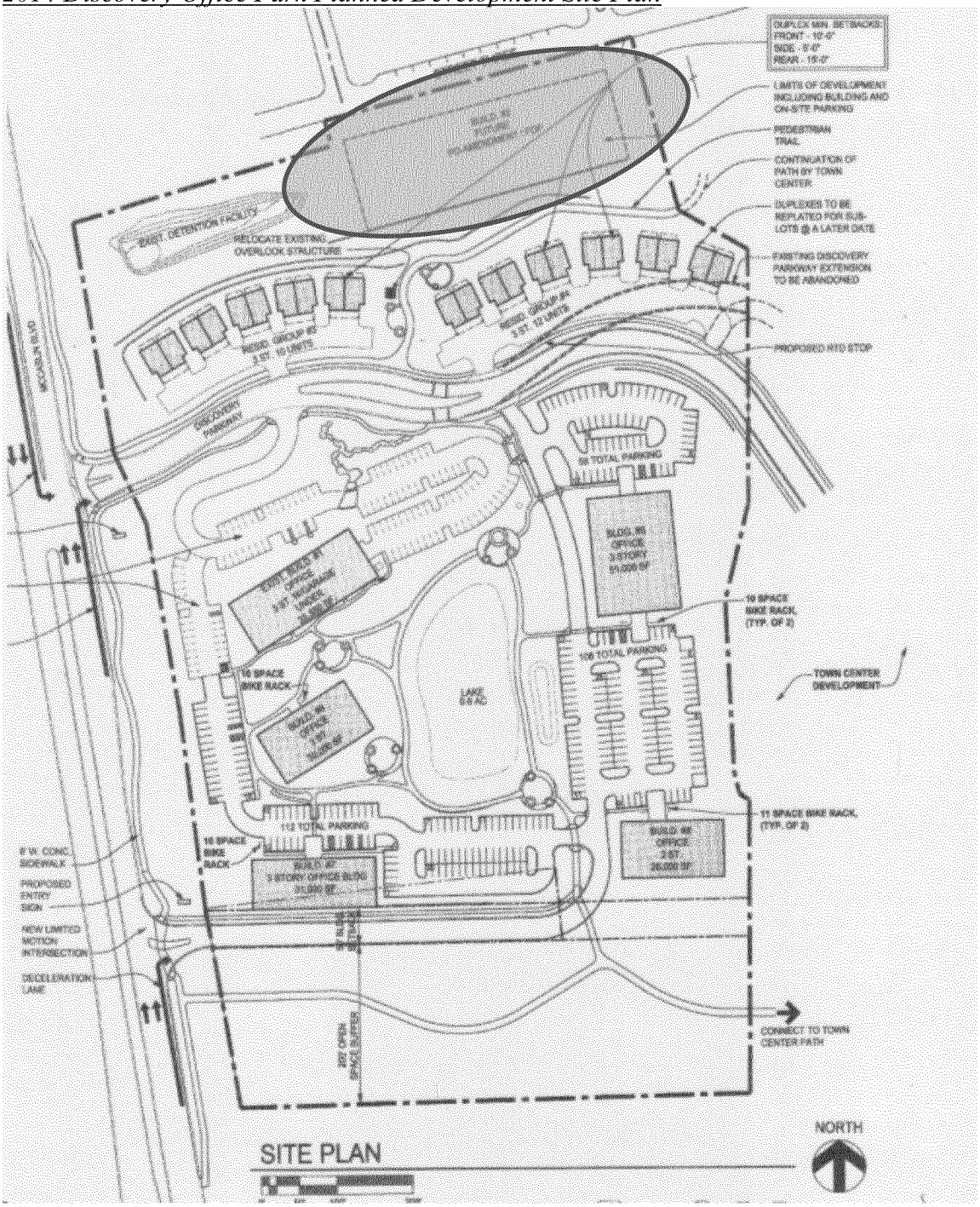
The majority of the area currently known as Discovery Office Park was annexed into the Town in 2000, and a PD Plan was approved in 2001, followed by a Final Development Plan (FDP) authorizing construction of the existing office building along Discovery Parkway in 2003.

In 2014, the Town annexed the central portion of the Discovery Office Park and approved a Planned Development Amendment to incorporate that central area in the development and to allow residential uses on the northern portion of the area. An FDP authorizing construction of the existing duplexes along Canary Lane was approved in 2018.

The 2014 PD Amendment recognizes that this particular lot, while within the Discovery Office Park PD area, was oriented towards and should integrate with Downtown Superior, as it fronts Old Rail Way to the north. As such, the lot is required to comply with applicable Superior Town Center Design Guidelines and was intended to be the last lot approved for developed in this part of the

Downtown to ensure compatibility. This lot was also intended to be accessed from Old Rail Way and served by utilities located within that street. This site was also included within the overall drainage design for Downtown Superior. There was no anticipated site plan for this particular lot and the 2014 PD Amendment acknowledged a future PD Amendment and FDP would be required to further define and establish the development parameters for this lot.

2014 Discovery Office Park Planned Development Site Plan



Background on Affordable Housing in Superior
Currently, there is no deed restricted affordable housing within the Town of Superior. The following describes the efforts the Town has taken in the past few years to support development of affordable housing:

- In 2018, the Town signed on to the Boulder County Regional Housing Partnership's goal of having 12% of all housing units in the County be affordable by 2035.
- In 2020, the Town adopted an Inclusionary Housing Ordinance which requires 15% of units in new developments be affordable.
- In 2023, the Town opted in to Proposition 123 with the State of Colorado to become eligible for funding and other programs related to affordable housing. Part of the Town's commitment is that we issue building permits for at least 22 affordable units by 2027.
- The Town is mid-way through its first Housing Plan, which will establish goals and strategies to meet the needs of the community related to housing. The Housing Needs Assessment identified the need for additional housing types for the senior population in the community, among other needs.
- The upcoming Comprehensive Plan update could identify future locations for housing based on the goals and strategies finalized in the Housing Plan.

PROPOSAL SUMMARY:
The proposal applies only to Lot 21 on the northern end of the Discovery Office Park PD for the purpose of establishing the use as senior affordable housing and to amend certain development parameters for this lot. The remainder of the Discovery Office Park PD remains unchanged and in effect. Pennrose is a private affordable housing developer that intends to develop the property with approximately 48 deed-restricted for-rent units for persons 55 years of age and older. At this time, the applicant plans an affordability program would be income averaged at 60% Annual Median Income (AMI), with eligibility ranging from 30% to 80% AMI. They would own and manage the project pursuant to a Town-approved deed restriction. The project is also seeking funding from the Colorado Housing and Finance Authority (CHFA), along with other state and federal funding programs and, if funded, would also be subject to their requirements and ongoing obligations.

As noted above, this lot is subject to the Superior Town Center Design Guidelines. The application proposes to establish the following development standards and exceptions at this time, and would also have to go through the Final Development Plan (FDP) process to ensure the final project is reviewed and approved for compliance by the Town prior to any development.

Maximum Building Height:
The application proposes to establish a maximum absolute building height in USGS rather than a maximum height from average grade. Essentially, this provides certainty to the neighbors at the PDA level, rather than measuring height from a grade that is not yet finalized through the site development plan process at the time of FDP. This lot has significant fall between the basement grade of the duplexes on Canary Lane (elevation ranging between 5542 and 5548) and Old Rail Way (elevation roughly 5504).

The PDA plan sets 77.5% of the building footprint at maximum elevation of 5540.5 and allows 22.5% of the footprint to go up to elevation 5550.5 for entry elements, towers, mechanical screens,

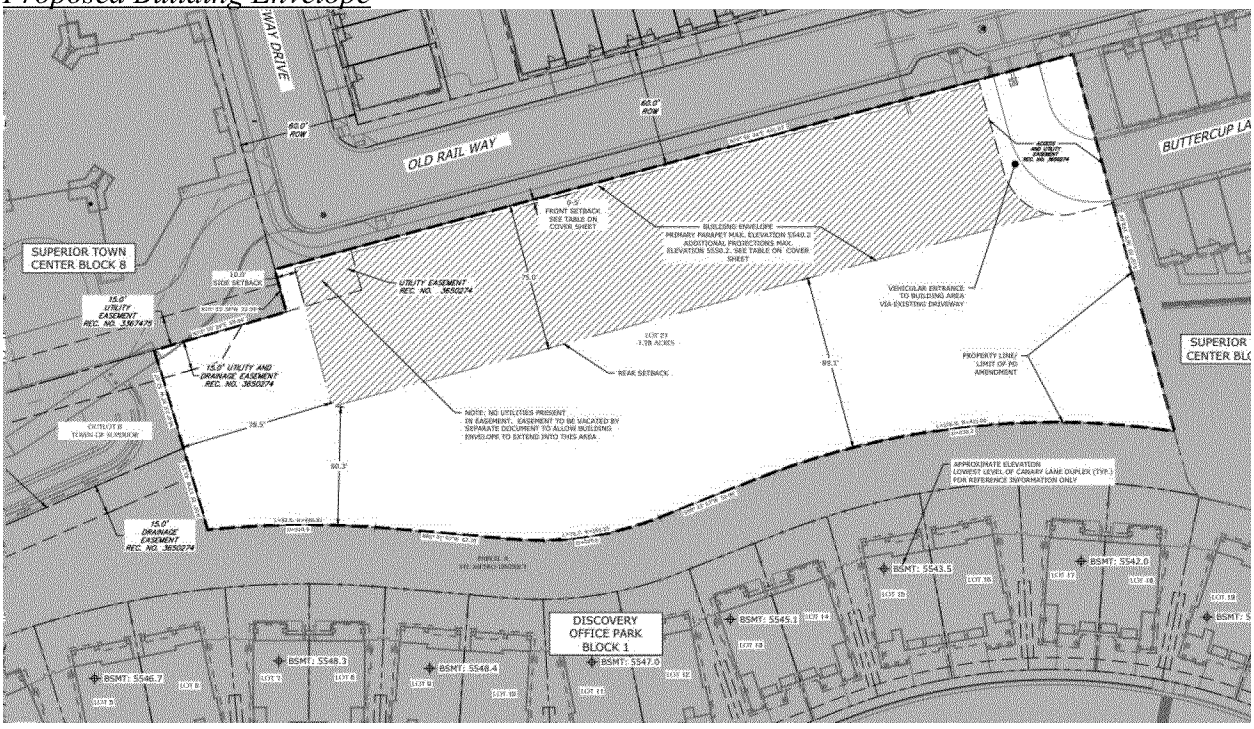
and the like. This would keep the majority of the building below the elevation of the basement of the homes on Canary Lane, with small areas encroaching up to an additional 10 feet in height. The PDA also sets a maximum of three stories for the site.

Building Footprint:
The PDA establishes the area in which a structure could be located within the lot, as shown in the hatched area in the image below. The hatched area allows a building envelope of 75 feet into the lot from Old Rail Way. The remainder of the lot would be open and landscaped. This ensures that development on this property is integrated and connected to the fabric of Downtown Superior. Driveway access and pedestrian entryways into the site will occur from Old Rail Way and Buttercup Lane.

The PDA also sets forth a requirement that at least 30% of the lot is open space, and creates a maximum Floor Area Ratio of 1.5. The following building setbacks are also proposed:

- Front (Old Rail Way): 70-80% of bldg setback at 0'-3'; 20-30% of bldg setback at 3'-5'
- Side: 10' Minimum
- Rear: 75' Maximum from Old Rail Way

Proposed Building Envelope



Parking:
The PDA proposes to establish a parking ratio based on the use as a senior affordable residential development, as follows:

0.5 Spaces per Unit
0.1 Space per Unit for Visitor Parking

For comparison, the following parking ratios apply to Superior Town Center PD and Discovery Office Park PD:

Discovery Office Park	
1 Br Unit	1.5 Spaces
2 Br Unit	2.0 Spaces
Visitor Spaces	0.25 per Unit
Superior Town Center	
1 Br Unit	1.25 Spaces
2 Br Unit	1.5 Spaces
Visitor Spaces	0.1 per Unit

Additionally, the PDA would establish exceptions to the Superior Town Center Design Guidelines *(Design guidelines language in italics):*

- 6.3B: Floor to floor height of ground level to second floor shall range from 12'-16'
  - *14'-18' is required in the Design Guidelines*
- 6.4F: Green roof is not required
  - *10% of roof area on residential structures is required to be "green" planted areas*
- 8.4B: The primary roof form may be a flat roof regardless of building height
  - *For structures less than 35' high, gable or hip roofs are preferred*
- 8.6B: Mechanically ventilated parking under buildings is allowed
  - *Garages under buildings should provide open ventilation and sunlight where possible. In instances where tuck-under parking is provided, natural ventilated parking is allowed so long as automobiles are screened from public view. Landscape screening is acceptable.*
- 8.9A: Private or semi-private open space, such as a yard, porch, patio or balcony, is not required
  - *Each residential unit will be provided with at least one private outdoor area such as a yard, porch, patio or balcony. Projecting and non-projecting Juliet balconies are allowed within the Town Center core.*
- 8.10B: High density residential flats typology may have 1-bedroom units ranging in size from 550 sf to 800 sf, and two bedroom units ranging in size from 800 sf to 1,200 sf
  - *Unit sizes range between 1,100 sf and 1,600 sf*

The PD does not set a maximum number of dwelling units, rather the final number of proposed units would be constrained by the building envelope parameters for the site. Provided the applicant can meet all provisions set forth in the PDA for parking, height, number of stories, setbacks, unit size, etc, there is flexibility in the final unit count.

Staff Analysis of Applicable Documents and Guidelines for Planned Developments

Superior Municipal Code: Planned Developments

Section 16-10-10 defines the purpose of a Planned Development, by allowing greater flexibility, as intended to be able to accommodate imaginative ideas in development and site design and to promote a greater facility for open space, more functional use of land and placement of structures in appropriate relationships to each other, to open space and to common facilities. Additionally, a PD is permitted when it is in the best interests of the Town and will promote good design, enhancement of environmental amenities, and increased efficiency of public services.
Section 16-10-30 defines the approval criteria for zoning to PD:

(1) The application is complete;
(2) The project is in the best interest of the Town;
(3) The project does not place an extraordinary financial burden on the Town; and
(4) The intent of applicable Town ordinances, Comprehensive Plan and all other policies is met.

Staff finds this proposed amendment (PDA #2) to be relatively minor, limited to one lot, and generally compatible with the intent of the established PD and applicable Design Guidelines, which are intended to secure a mix of residential and commercial uses with both the Discovery Office Park and Downtown Superior. Further, the Town's Comprehensive Plan discusses the need for a broader mix of housing, including senior housing, within the Town, and specifically in the Discovery Office Park and Downtown Superior.

The Town has undertaken layered efforts to support affordable housing development. This application directly supports these efforts and would meet the Town's obligation for compliance with Proposition 123 and advancing the Boulder County Regional Housing Partnership's goal of providing 12% of all housing units as affordable within the County.

Maximum Building Height:
Staff is supportive of the concept of establishing a maximum absolute building height for this PDA given the extensive grading work that would need to occur to develop the site. Typically, height is measured from average finished grade, and on a lot with roughly 40' of elevation difference, there is high variability what the final finished grade could be. The proposal provides the surrounding neighbors and the applicant certainty moving forward, and allows the applicant to design a grading plan that works best for the site without raising concern on impacts to viewsheds.

Building Envelope and Development Standards:
Staff finds the establishment of the building envelope and development standards reasonable and appropriate for the surrounding area. It mirrors the setbacks on properties adjacent and across the street along Old Rail Way, is consistent with the overall mass and scale of the neighboring blocks, and provides continuity in the established development pattern. The 2014 Discovery Office Park set the intent for this lot to develop in harmony with the surrounding area, and this PDA meets that intention.

Parking:
Staff is supportive of the request for a 0.5 space per unit and a 0.1 space per unit for visitors. Staff reviewed the following sources of information to make this determination.

Section 16.24.10 of the Superior Municipal Code establishes off-street parking ratios for development in the Town. The code currently includes the following:

Multiple-family housing for the elderly or handicapped: 0.5 spaces per unit
The code also provides the ability to substitute any ratio in the list with the most current Institute of Transportation Engineers (ITE) parking ratios. Staff consulted our on-call transportation planning consultant who confirmed that the current ITE recommends the following:

Affordable Housing – Senior: average rate of **0.42**, with a range of 0.33-0.58
Senior Adult Housing – Attached (non-affordable): average rate of 0.61, with a range of 0.45-0.67
Affordable Housing (non-senior): average rate of 0.99, with a range of 0.32-1.66

The applicant provided supportive documentation from utilization studies in the area demonstrating the rationale for their request. All are provided as attachments.

Staff is continuing to work with the applicant to provide Transportation Demand Management (TDM) strategies at the time of FDP to further support this parking request. Additionally, staff notes that the on-street parking in this part of Downtown will be time-restricted and managed by the Town, so overflow parking would be controlled with those efforts. RTD also currently provides transit in Downtown via the 228 route, with a stop roughly 1 block away from this site. The site is also less than a mile from McCaslin Station along the US 36 BRT.

Exceptions to the Superior Town Center Design Guidelines:
Staff finds these requests reasonable and consistent with the development that has occurred on the surrounding blocks in terms of design and form. The applicant intends to provide common interior space, and common exterior patios, balconies and/or shared spaces, rather than individual exterior spaces, to support and foster community and shared activity with the residents. The reduction in unit sizes is reasonable for the intended occupants on the site, and allows the site to contain additional supportive, community spaces, rather than larger, isolated units.

PLANNING COMMISSION RECOMMENDATION:
The Planning Commission held a public hearing on March 19, 2024 to consider the application. They voted 7-0 to recommend approval of the PDA with the following conditions:

- Applicant shall reduce reflectively of the roof to the extent possible;
- Applicant shall reduce the noise stemming from the mechanical ventilation of the parking area to the extent possible;
- Applicant shall add additional, meaningful outdoor space to the extent possible; and
- Additionally, the Planning Commission recommends the Applicant add 0.5 bike parking spaces per unit to accommodate for the decrease in parking.

FISCAL IMPACT SUMMARY:
A Fiscal Impact summary will be provided for this project at the time of Final Development Plan consideration.

STAFF RECOMMENDATION:
If the Board of Trustees finds the application meets the applicable criteria for approval of a Planned Development Amendment, staff has provided an Ordinance approving the the Second Amendment to the Discovery Office Park Planned Development, with the following conditions:

1. Within 90 days of the date of this Ordinance, Applicant shall make minor technical and redline corrections to the Second Amendment as identified by Town staff; and

2. Within 90 days of the date of this Ordinance, Applicant shall submit to the Town a complete and final PD Plan that includes the Second Amendment.

ATTACHMENTS:
- Ordinance
- Project Narrative
- Discovery Office Park PD Amendment #2
- Application Materials
- Planning Commission Resolution

TOWN OF SUPERIOR
ORDINANCE NO. O-8
SERIES 2024

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR APPROVING A SECOND AMENDMENT TO THE PLANNED DEVELOPMENT PLAN FOR DISCOVERY OFFICE PARK (CASE NO. PDA-2024-01)

WHEREAS, Aweida Properties, Inc. (the "Owner") owns certain real property more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference, and commonly known as Discovery Office Park (the "Property");

WHEREAS, in March 2001, the Board of Trustees approved an original Planned Development Plan (the "PD Plan") for the Property;

WHEREAS, in May 2014, the Board of Trustees approved the First Amendment to the PD Plan for the Property;

WHEREAS, the Owner authorized Pennrose Properties, LLC (the "Applicant") to file an application (the "Application") for a Second Amendment to the PD Plan (the "Second Amendment");

WHEREAS, pursuant to Section 16-10-30(c)(5) of the Superior Municipal Code (the "Code"), an amendment to a PD Plan is treated as a new plan, and the specific review criteria are set forth in Section 16-10-30(b) of the Code;

WHEREAS, on March 19, 2024, the Planning Commission held a properly-noticed public hearing on the Application and recommended approval with conditions;

WHEREAS, on April 8, 2024, the Board of Trustees held a properly-noticed public hearing on the Application; and

WHEREAS, the Board of Trustees, upon reviewing the recommendation of the Planning Commission, hearing the statements of staff and the public, and giving due consideration to the matter, finds and determines as provided herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. The Board of Trustees hereby finds that the Second Amendment, subject to the conditions set forth in Section 2 hereof, meets all of the criteria set forth in the Code and is consistent with the Town of Superior Comprehensive Plan.

Section 2. The Board of Trustees hereby approves the Second Amendment, subject to the following conditions:

a. Within 90 days of the date of this Ordinance, Applicant shall make minor technical and redline corrections to the Second Amendment as identified by Town staff; and

b. Within 90 days of the date of this Ordinance, Applicant shall submit to the Town a complete and final PD Plan that includes the Second Amendment.

Section 3. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one or part or parts be declared unconstitutional or invalid.

Section 4. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

INTRODUCED, READ, PASSED AND ORDERED PUBLISHED this ___ day of _____, 2024.

_____
Mark Lacis, Mayor

ATTEST:

_____
Lydia Yecke, Town Clerk

Exhibit A
Legal Description

Lot 21, Block 1, Discovery Office Park/Superior Town Center Replat No. 3

Development Application Form

Town Hall ▪ 124 E. Coal Creek Drive ▪ Superior, CO 80027
303-499-3675 ▪ (fax) 303-499-3677 ▪ www.superiorcolorado.gov

Important Notes: Please print or type the Development Application Packet form and enclose all required submittal documents as necessary. Applications will not be processed until all required information is provided to the satisfaction of the Town of Superior. Refer to the items listed in the Superior Development Application Standards (SDAS) relating to each specific type of applications(s) for the submittal requirements. Refer to Article II of the Land Use Code (LUC)-(Chapter 16 of the Superior Municipal Code) for the steps of the review process for each type of application. The Development Application Packet and the SDAS are separate files on the Town's website, or are also available at Town Hall. Most applications require a pre-application conference. Please contact Town planning staff for more information.

For Town Use	
Case Number: PDA-2024-01	Received by: Lisa Ritchie
Date Submitted:	Deposit Submitted:

Application Type:

Annexation:

☐Annexation – Major (10+ Acres)
☐Annexation – Minor (less than 10 acres)
☐Annexation - Enclave

Subdivision:

☐Preliminary Plat – Major Subdivision
☐Subdivision Exemption
☐Final Plat – Major Subdivision
☐Lot Line Adjustment
☐Final Plat – Minor Subdivision
☐Street/Alley/Easement Vacation

Zoning:

☐Zoning/Rezoning
☐Special Use Permit
☐Conditional Use Permit
☐Temporary Use Permit

Site Development Plan:

☐Site Development Plan (SDP)
☐Site Specific Development Plan
☐SDP Amendment – Major
☐SDP Amendment - Minor

Planned Development:

☐PD Plan (Zoning)
☐PD Plan Amendment
☐Final Development Plan (FDP)
☐FDP Amendment - Major
☐FDP Amendment - Minor

Miscellaneous:

☐Comprehensive Plan Amendment
☐Major Public Improvement
☐Historic Designation
☐Sign Permit (separate form)

Board of Adjustment:

☐Variance
☐Appeal

Project Data:

Project Name: Planned Development Amendment, Discovery Lot 21 Block 1

General Location and Street Address of Project Property: Lot 21, Block 1, Discovery Office Park/Superior Town Center Replat No. 3

Lot: 21 Block: 1 Section: 19 Township: 1S Range: 69W

Subdivison/Planned Development Name: Discovery Office Park

Existing Use: Vacant

Current Zoning: *Town*: PD *County*:

Proposed Use: Residential Affordable Housing Acreage: 1.78

Property Owner Data:

Name: Aweida Properties Inc.

Address: 500 DISCOVERY PKWY 300, Superior CO 80027

Phone: 303-263-1801 Email: dan@aweida.com

Application Representative Data:

Name: Shannon Cox-Baker

Company: Pennrose, LLC

Address: 1800 Wazee St, Suite 353 Denver, CO 80202

Phone: 720-307-8151 Email: sbaker@pennrose.com

Certification

I certify that the information and exhibits I have submitted are true and correct to the best of my knowledge and in filing the application and submittal documents, I am acting as and/or with the knowledge and consent of those persons who are owners of the subject property or are parties to this application. I agree to pay all costs pursuant to Section 16-1-60 of Chapter 16, Land Use Code of the Superior Municipal Code, as it exists and as it may be amended. I am submitting a deposit with this application and understand that the deposit and any additional deposits will be drawn on to pay the actual costs incurred by the Town in reviewing this application. I further agree that I will replenish the deposit as provided in Section 16-1-60. I agree that all submittal documents required by the Land Use Code must be submitted before this application is considered completed for review by the Town.

02/16/2024 RVP, Pennrose

Signature Date Title*

*If agent for owner, attach permission or other documents that certify agent's right to submit and process application.

PENNROSE
Bricks & Mortar | Heart & Soul

Project Narrative
Discovery Office Park Planned Development Amendment #2

February 20, 2024

INTENT

The purpose of the Planned Development Amendment #2 (PDA2) is to propose revisions to the Discovery Office Park Planned Development Amendment (PDA1), approved July 15, 2015. The changes proposed in this PD Amendment are only applicable to the area within the boundary of Lot 21, Block 1, Discovery Office Park/Superior Town Center Replat No. 3.

INTRODUCTION

The current Discovery Office Park Planned Development (PDA1) outlines allowable uses and other development parameters for Discovery Office Park. Subsequent Final Development Plan (FDP's) detailed specific improvements within the overall PD boundaries, including realignment of Discovery Parkway to connect to Downtown Superior (FDP2), and construction of twenty (20) duplex units along Canary Lane (FDP3). These improvements have been constructed. The PDA1 specifically excluded the area containing "Building #2", which is now Lot 21, noting that this area is subject to a future PD amendment.

The proposed PDA #2 addresses this area to establish the use, setbacks, and other development parameters for Lot 21.

PROPOSED USE

This project is an opportunity to create the first LIHTC-financed income-restricted AND first age-restricted development in the Town of Superior - a vibrant community that sorely needs both as it experiences the rapid (and successful) development of luxury market rate housing in the new Downtown Superior. Exacerbating the demand for affordable housing, the 2021 Marshall Fire, Colorado's most destructive wildfire in history, destroyed 391 homes in Superior, and collectively, over 1,000 homes in Boulder County. Many households impacted by the fire are still struggling to regain their footing. The opportunity for an income and age-restricted use on Lot 21 will have a measurable and material impact on the housing supply – affordable or otherwise – in the Superior and Boulder County communities.

The project would provide much needed affordable housing for older adults aged 55+ in an ideal location, adjacent to the commercial core Downtown Superior. Utilizing the Income Averaging program, the units will be restricted to senior households earning at or below 30%, 40%, 50%, 70% and 80% AMI. The specific unit mix and total number of units will be determined in a future FDP application, but the site has the capacity to support approximately 45-50 units.

The development is led by Pennrose, LLC (Pennrose), a long-standing and highly experienced affordable housing developer with an office in Denver. The property will be managed by Pennrose Management Company (PMC), a national property management company with over 13,000 units under management, including a 56-unit supportive housing development in Denver. The majority of PMC's units under management are regulated through LIHTC, HUD or other state/local programs.

In January, the Boulder County Housing Authority (BCHA) Board of Commissioners authorized BCHA staff to proceed with facilitating a Special Limited Partnership for the development, which if approved, will allow Pennrose to leverage additional private capital through a property tax and sales & use tax exemption. Pennrose and BCHA are fully committed to the success of the project and will continue to advance design and programming, if awarded tax credits, the project will be ready to close and start construction in early 2025.

Utility main lines, drainage and access to Lot 21 were provided with development of Downtown Superior. No major infrastructure is required for development of this lot.

DEVELOPMENT PARAMETERS

Building Height:

Based on recent Town experience with approval of Block 8 in Downtown Superior, the applicant understands the priority to preserve views from the neighbors on Canary Lane. To that end, this PDA proposes a maximum building elevation of 5,540.2 feet to the primary parapet. Unlike building "height" which is measured from average grade per Town Code, this maximum elevation is intended to provide a defined viewshed. For reference, the lowest walk out basement on Canary Lane is situated at approximately elevation 5540.8 feet, so the primary parapet on Lot 21 will be below the basement elevation. The maximum elevation of the existing townhomes on the north side of Old Rail Way is 5543.5, and the maximum elevation of the recently approved Block 8 apartment is 5568.06.

The PDA proposes an allowance for additional elevation of up to 5550.2 feet to allow for stair towers, mechanical screens, solar panels, and other building appurtenances. The maximum percentage of the building footprint that can exceed elevation 5540.2 is 22.5%.

Number of Stories and Floor Area Ratio

This PDA limits the number of stories to three. Due to the slope of the site, the south edge of the building will be buried in the hillside, and the south elevation of the building will present as a two-story building.

The maximum Floor Area Ratio (FAR) is 1.5. This is consistent with the current PDA.

Setbacks

Front: To create variation along the façade, the applicant requests allowing zero setback to the ROW for door swings and architectural interest features, elements, awnings, canopies, and projections along with the following building form setbacks-

- 20-30% of frontage will be at 3'-5'
- 70-80% setback between 0-3'

Sides: The proposed side setbacks are 10 feet. On the east side of the lot, there is an existing access easement for Buttercup Lane, which will restrict the building envelope to 50 feet from the eastern property line. On the west side of the property, there is an existing utility easement extending approximately 40 feet from the property line. This easement has no utilities present and is not needed. A future FDP will request vacation of the easement to allow the building to meet the 10-foot setback.

Rear: This site is irregularly shaped, so the rear setback is proposed at 75 feet south of Old Rail Way (the front of the building). This acknowledges the likely rectangular shape of the building, and the goal of minimizing cut into the hillside.

The resulting "building envelope", as depicted on Sheet 2 of the PDA, includes approximately 26,500 square feet of the lot. The southern edge of the building envelope ranges from 90 to 135 feet from the rear property lines of the Canary Lane duplexes. Additional development of retaining walls, drainage, and site amenities will extend outside of the building envelope.

Open Space

This PDA proposes a minimum open space of 30% of the lot area. This is consistent with the current PD. Note that the 26,500 SF building envelope represents only 34% of the lot area, so the actual open space will by default exceed 30%.

This PDA does not propose specific improvements in the open space area. The applicant acknowledges the foal of minimizing water use for conservation and hillside stability, the desires of the neighbors to avoid view restrictions that may develop with tall vegetation. It is anticipated that a future FDP will include primarily a native seed mix with some low elevation, low water use plantings near the rear of the building. This is consistent with the exiting hillside below the Canary Lane townhomes and within the adjacent Downtown Superior Block 25 to the east.

Off Street Parking

By nature, an age and income restricted property generates a lower parking demand than an unrestricted property. Based on local (Superior), regional and relevant industry wide parking demand and utilization studies, the applicant is requesting a parking ratio of 0.5 spaces per unit plus 0.1 visitor spaces per unit (total 0.6 spaces per unit). The Town of Superior Code (16-24-10(a) lists a ratio of 0.5 spaces per unit for "multiple-family housing for the elderly or handicapped". Refer to supplemental parking studies submitted with this application.

Design Guidelines:
Per the current PDA, this area is subject to *the Superior Town Center Design Guidelines*. The proposed PDA requests deviation from the *Design Guidelines* on the following items:

- Planning Area: The Design Guidelines include criteria for various Planning Areas. This area was not specifically included in any Planning Area. This PDA clarifies that the subject site is considered part of Planning Area 2. This is consistent with all areas of Downtown Superior north of Old Rail Way.
- Section 6.3B: floor to floor height of ground level to second floor shall range from 12' to 16'
- Section 6.4F: green roof is not required
- Section 8.4B: the primary roof form may be a flat roof regardless of building height
- Section 8.6B: mechanically ventilated parking under buildings is allowed
- Section 8.9B: private or semi-private open space, such as a yard, porch, patio, or balcony, is not required.
- Section 8.10B: High Density Residential Flats typology may have 1-bedroom units ranging in size from 550 to 900 sf, and two-bedroom units ranging in size from 800 to 1,200 sf.

Pedestrian Trail

PDA1 indicated construction of a pedestrian trail from Discovery Parkway to Old Rail Way. This trail was investigated as part of FDP3 (Canary Lane Duplex) proposal and found to be not technically feasible. FDP3 was approved without the trail. Construction of the duplexes prohibits a trail connection in any configuration. For this reason, trail connection has been removed from this PDA.

COLORADO
Department of Local Affairs
Division of Housing

January 19, 2024

Ms. Kathryn Grosscup
Manager, Housing Tax Credit
Colorado Housing and Finance Authority
1981 Blake Street
Denver, CO 80202

RE: KITE ROUTE CROSSING — Pennrose, LLC

Dear Ms. Grosscup:

The purpose of this letter is to provide support for Pennrose, LLC in their application for federal low-income housing tax credits for the Kite Route Crossing project. The Colorado Department of Local Affairs-Division of Housing (DOH) supports this project, which proposes to provide 48 units of affordable housing for residents of Superior. The project will contain 10 units (20.83%) serving households at or below 30% AMI.

Historically, DOH has provided grants and loans to assist with the creation of affordable housing units through acquisition/rehabilitation, and new construction. The sources of these funds have included Federal HOME and CDBG funds, along with general funds allocated for housing by the State of Colorado. DOH anticipates and will accept an application for funds from Pennrose, LLC upon award of tax credits. DOH funding will be conditioned upon but not limited to the following items, as discussed with the applicant:

- Letter of interest/term sheets from lender and equity investor.
- Identification of gap in permanent financing demonstrating need for DOH funds.
- Compliance with all applicable federal and state crosscutting requirements.

All applications for DOH funding are subject to the availability of funds and a competitive underwriting process. Minimum underwriting requirements are further described in the DOH application instructions. Projects that meet these requirements are eligible to apply for funding.

Please contact me at 720.682.5243 or pamela.gibson@state.co.us if you have additional questions about DOH support for this project.

Sincerely,

Pamela (Pamm) Gibson
Housing Development Specialist

Boulder County

Housing Authority

P.O. Box 471, Boulder, CO 80306 • Tel: 303.441.3929 Fax: 720.564.2283

www.BoulderCountyHHS.org

January 30, 2024

1800 Wazee St., Suite 353
Denver, CO 80202

Dear Pennrose LLC,

We have received your request to the Boulder County Housing Authority (BCHA) for participation in the Kite Route Crossing project consisting of 48 units of affordable senior housing to be located in the Town of Superior, Downtown district.

BCHA's participation is subject to the submission and complete review of the application and any requested supplemental information that meets the requirements defined in the Special Limited Partnership Development Participation Agreement Policy. Based on our preliminary review of the information submitted, it appears that the project can meet the criteria for BCHA's participation as such could be favorably considered by BCHA.

BCHA's participation is also subject to successful negotiation of business terms and conditions including a Payment in Lieu of Taxes (PILOT) from available cash flow; completion of our review of due diligence items; and obtaining BCHA's Board of Commissioner's approval. BCHA would become a Special limited Partner in the project for the sole purpose of providing property tax exemption and sales and use tax exemption during construction in accordance with state law. Based on the information provided, the project may qualify for full tax exemption.
We are also happy to consider partnership to acquire additional state funds such as Prop 123 gap funding.

If you have any questions, please contact Lauren Cely, Development manager at lcely@bouldercounty.gov

Sincerely,

Susana Lopez-Baker
Susana Lopez-Baker
Interim Executive Director

Claire Levy *County Commissioner* **Marta Loachamin** *County Commissioner* **Ashley Stolzmann** *County Commissioner*

Sister Carmen
COMMUNITY CENTER
A Family Resource Center

January 31, 2024

Colorado Housing and Finance Authority
1981 Blake St.
Denver, CO 80202

To CHFA Tax Credit Staff:

Sister Carmen Community Center (SCCC) would like to express its strong support for Kite Route Crossing, a development proposed by Pennrose, LLC. This project would be the first Low Income Housing Tax Credit (LIHTC) project in Superior, CO, and is much needed. After meeting with the Pennrose team and the Town of Superior to discuss their proposal, we are convinced of the merits of the development and the positive impact it will have for the Superior community.

The dramatic need for more affordable housing options for seniors in Boulder County is well documented and continues to grow. This is especially true for Superior's senior population, who struggle to find affordable housing in their community. We are also excited at the opportunity for nonprofit organizations like SCCC to utilize community space in the project's first floor to offer senior support services for the entire community of Superior.

Sister Carmen Community Center believes it is imperative to support projects that will allow more Superior seniors access to much needed affordable housing and senior services where they most prefer to reside.

Please feel free to contact our organization to further discuss this important opportunity.

Sincerely,

Suzanne Crawford
CEO
303-665-4342 ext. 104
suzanne@sistercarmen.org

Boulder County

Department of Housing & Human Services

3460 Broadway • Boulder, Colorado 80304 • Tel: 303.441.1000 Fax: 303.441.1523
515 Coffman Street • Longmont, Colorado 80501 • Tel: 303.441.1000

www.BoulderCountyHHS.org

CHFA
1981 Blake Street
Denver, CO 80202

January 26, 2024

Re: Letter of Support for Pennrose Development proposed senior site in Superior, CO

To Whom It May Concern,

I am writing in support of Pennrose Development's proposed senior site in Superior, CO.

As I understand it, the proposed site would bring much need affordable senior housing to Boulder County. This is a critical need in Boulder County, which already faces a scarcity of affordable housing, given that by 2050, the older adult population is expected to increase by 58% and the 80+ population by 244% (compared to 33% for the general population).[1]

I appreciate the proposed development includes a community room and office space that will enable community organizations to provide on-site supportive services and programming. As manager of Boulder County's Senior Services supportive housing program, I am deeply aware that these services are critical in enabling older adults to remain in their homes for as long as possible.

Thank you for consideration of this development that meets a critical need in Boulder County.

Sincerely,

Gwen Mossman
Supportive Housing Unit Manager, Housing Division
Boulder County Housing and Human Services

1. Aging in Boulder County: Past, Present, Future Report

Claire Levy *County Commissioner* **Marta Loachamin** *County Commissioner* **Ashley Stolzmann** *County Commissioner*

Via Mobility Services
2855 N. 63rd Street Boulder, Colorado 80301
TEL 303.447.2848 FAX 303.447.0686

January 31, 2024

Colorado Housing and Finance Authority
1981 Blake St.
Denver, CO 80202

To CHFA Tax Credit Staff:

Via Mobility Services would like to express its support for Kite Route Crossing, a development proposed by Pennrose, LLC, for a site in the Town of Superior. Given that Colorado's older adult population is growing fast and living longer, we think senior housing in Superior would benefit the region. According to the Colorado Department of Public Health & Environment, by 2030, 18.4% of all Coloradans are projected to be 65+, compared with 13.2% in 2010. Affordable housing for seniors is critical to ensure our older neighbors can continue living independently.

The dramatic need for more affordable housing options for seniors in Boulder County is well-documented and continues to grow. Agewise Colorado shares that 35% of seniors report housing as the highest-spending category of their budget. This is especially true in Superior, where no LIHTC developments exist. By providing 48 rental homes designed to serve seniors in immediate proximity to a grocery store, medical center, pharmacy, public park, and public transportation, Kite Route Crossing will help increase the quality of life for many older residents. Also, Via Mobility Services would be interested and able to serve residents of Kite Route Crossing with accessible transportation services, further enhancing their independence and self-sufficiency and supporting residents with transportation, which 15% of seniors report as their highest-spending category.

Via is pleased to see planning moving forward for Kite Route Crossing to provide much-needed affordable housing and senior services where they most prefer to reside.

Sincerely,

Frank W. Bruno
Chief Executive Officer

Boulder County

Department of Housing & Human Services

1333 Iris • Boulder, Colorado 80304 • Tel: 303.441.1000 Fax: 720.564.2283
3460 Broadway • Boulder, Colorado 80304 • Tel: 303.441.1000 Fax: 303.441.1523
515 Coffman Street • Longmont, Colorado 80501 • Tel: 303.441.1000

www.BoulderCountyHHS.org

PARKING STUDY OF SIMILAR AFFORDABLE HOUSING DEVELOPMENTS IN BOULDER COUNTY.

BCHA conducted a parking count at two of our developments in Lafayette, Josephine Commons and Aspinwall, to inform appropriate parking ratios proposed at future BCHA developments. By comparison, the Lafayette developments are suburban in nature and have less access to public transportation and bike and pedestrian infrastructure than is available at the Superior TOD site. BCHA's newest affordable housing project – The Spoke on Coffman in Longmont, on target to open in Spring 2022 – features a creative shared-use agreement for the parking garage and was approved for a reduced parking ratio of 0.5 cars/1 unit, see attached letter from the City of Longmont. Upon completion, a similar parking count will be conducted at The Spoke, providing further data to substantiate reduced parking ratios.

A summary of the unit type and mix for each Josephine Commons, Aspinwall, and The Spoke on Coffman is below:

Unit Mix Comparison

Building Type	Units	1 Bed	2 Bed	3 Bed	4 Bed
Josephine Commons Senior	74	44	30		
Aspinwall Multifamily	72	22	26	22	2
The Spoke on Coffman	73	59	10	4	

A parking study of our Kestrel development in Lafayette is underway.

BCHA staff counted cars parked within the Josephine Commons and Aspinwall developments as well as along Dounce Street, the public right of way that offers on-street parking that is proximal to the developments. The parking count was taken every two hours between 7:00 AM and 7:00 PM on July 21, 22, 24, and 25, 2015, a Tuesday, Wednesday, Friday, and Saturday, respectively.

Parking Counts

Josephine Commons	7:00 AM	9:00 AM	11:00 AM	1:00 PM	3:00 PM	5:00 PM	7:00 PM
Tuesday – July 21	52	44	52	51	46	49	60
Wednesday – July 22	43	49	65	37	50	45	48
Friday – July 24	75	51	49	52	41	66	58
Saturday – July 25	51	42	43	43	46	52	45
Aspinwall							
Tuesday – July 21	53	46	37	27	35	38	44
Wednesday – July 22	52	37	35	31	30	35	32
Friday – July 24	50	37	34	30	35	42	50
Saturday – July 25	63	52	39	44	34	42	47

Based on the total units of Josephine Commons and Aspinwall, the above parking counts result in the parking ratios (cars to units) below. At only one time, at Josephine Commons, did the ratio reach a 1:1 ratio of one car parked per unit. It is important to note, Josephine Commons has a higher parking ratio than Aspinwall, because Meals on Wheels begins breakfast and lunch

preparation starting at 7:00am Monday through Friday at Josephine Commons. The program, hosted at the Josephine Commons dining hall, is also open to the broader community, again increasing the number of cars on site weekdays during lunch hours.

Ratios of Parked Cars/Unit

Development	7:00 AM	9:00 AM	11:00 AM	1:00 PM	3:00 PM	5:00 PM	7:00 PM
Josephine Commons							
Tuesday – July 21	0.70	0.59	0.70	0.69	0.64	0.68	0.83
Wednesday – July 22	0.58	0.66	0.88	0.50	0.69	0.63	0.67
Friday – July 24	1.01	0.69	0.66	0.72	0.57	0.92	0.81
Saturday – July 25	0.69	0.57	0.58	0.60	0.64	0.72	0.63
Aspinwall							
Tuesday – July 21	0.74	0.64	0.51	0.38	0.49	0.53	0.61
Wednesday - July 22	0.72	0.51	0.49	0.43	0.42	0.49	0.44
Friday - July 24	0.69	0.51	0.47	0.42	0.49	0.58	0.69
Saturday - July 25	0.88	0.72	0.54	0.61	0.47	0.58	0.65

One of BCHA's goals for affordable housing is to take a multi-modal approach to transportation by providing alternative means of transportation for residents. This includes providing Neighborhood EcoPasses, bike sharing opportunities, bike maintenance stations, secure bike storage, car share programs, and EV and electric bike charging stations. In conclusion, based on parking usage at BCHA's suburban developments in Lafayette and BCHA's multi-modal approach, a reduced parking ratio of .5 cars to 1 unit at the Superior TOD site will adequately serve the residents of the affordable housing development.

CITY OF LONGMONT | Planning and Development Services

July 23, 2020

Enterprise Neighborhood Partners IX, LLLP
Wincopin Circle LLLP, and its successor and assigns
c/o Enterprise Housing Credit Investments, LLC
70 Corporate Center, 11000 Broken Land Parkway, Suite 700
Columbia, MD 21044
Attn: Andrew Gorman

Coffman Place LLC
P.O. Box 471
Boulder, CO 80306
Attn: Justin Lightfield
Email: Jlightfield@bouldercounty.org

Re: The Spoke on Coffman, 518 Coffman Street, Longmont, CO 80501

Ladies and Gentlemen:

This office has zoning authority over the property described above (the "Property"). According to applicable zoning ordinances and regulations and amendments thereto, as currently in effect, the Property is currently within the MU-D (Mixed Use – Downtown) zoning district. There are no existing zoning violations associated with the Property.

The proposed use of the Property with a four story multifamily residential building with 73 dwelling units and a four and one-half story parking structure with approximately 9,016 square feet of first floor commercial and 262 parking spaces are permitted uses in the MU-D zone, subject to use specific and development standards.

The proposed use of the Property will comply with applicable zoning and use conditions, restrictions and requirements. Proposed improvements on the Property will comply with applicable building setback, building area, building height, and parking requirements.

Current building dimensional standards (building height and setback) for the MU-D district are included in Longmont Municipal Code (LMC) section 15.03.030.D. Building height is a maximum of 4 stories. Floor area ratios are not applicable. Building setbacks include:

- Front setback maximum of between 0 and 20 feet from the front property lines along Coffman Street and 6th Avenue;
- Side setback of 0 feet from the side property line adjacent to the property to the south;
- Rear setback of 0 feet from the rear property line adjacent to the alley.

Current parking requirements are included in LMC section 15.05.080. Based on the current proposal of 73 affordable multi-family dwellings units comprising 59 one-bedroom units, 10 two-bedroom units, and 4 three-bedroom units, the minimum residential parking requirement if all units comply with the City affordable housing standards is 73 parking spaces. An administrative modification has been approved to allocate 36 residential parking spaces within the project's parking garage for the 73 affordable dwelling units. The 36 residential parking spaces will be reserved for residents at all times. Additional parking spaces within the parking garage will be available for shared use parking during weekday evenings (5pm to 7:30am), weekends and holidays. Based on the current proposal of approximately 9,016 square feet of commercial space, including approximately 2,593 square feet for a café/restaurant use, and approximately 6,423 square feet for office use, the maximum commercial parking requirement is 57 parking spaces.

In addition, there is a proposed four party parking agreement between Boulder County Housing Authority, Boulder County, Longmont Downtown Development Authority, and RLET Properties for construction of a 262 space parking structure. The attached document provides details regarding the proposed parking allocation among parties.

Sincerely,

Brien Schumacher

Brien Schumacher | Principal Planner
City of Longmont | Planning & Development Services
brien.schumacher@longmontcolorado.gov

Parking & Affordable Housing

2020/2021 Report

shopworks architecture

FOX TUTTLE

50% of parking in affordable housing projects go unused.

Estimating Parking Demand

In summer/fall 2020, Fox Tuttle and Shopworks Architecture partnered to perform an audit of parking usage in affordable housing along the Front Range, with a specific focus on supportive housing to determine whether the current requirements are in line with the demand. We found that across the board the affordable housing facilities are overparked and requirements can be up to 5 times the need, especially in lower Area Median Income (AMI) levels. For example, for supportive housing (0-30% AMI) within the Denver metro area, the average vehicle ownership was [1] 8.8% which equates to 1 vehicle per 12 units.

It is generally agreed that affordable housing communities, especially those serving individuals who have experienced, or are at risk of homelessness, generate significantly less parking demand than other residential uses.

Unfortunately, there is no industry standard for how to reduce typical residential parking rates for lower-income residential properties. The reduction of parking demand for affordable housing communities is due to a number of factors:

1. Their typical location is in more urban conditions with better access to transit use, and
2. The lack of funds lower-income residents have to cover the cost of vehicle ownership and insurance/ maintenance.

The following pages demonstrate what we learned, and our understanding of the current demand for parking for affordable housing across the Front Range.

---

[1] In our study 32 individuals in PSH had cars out of a total of 365 units.

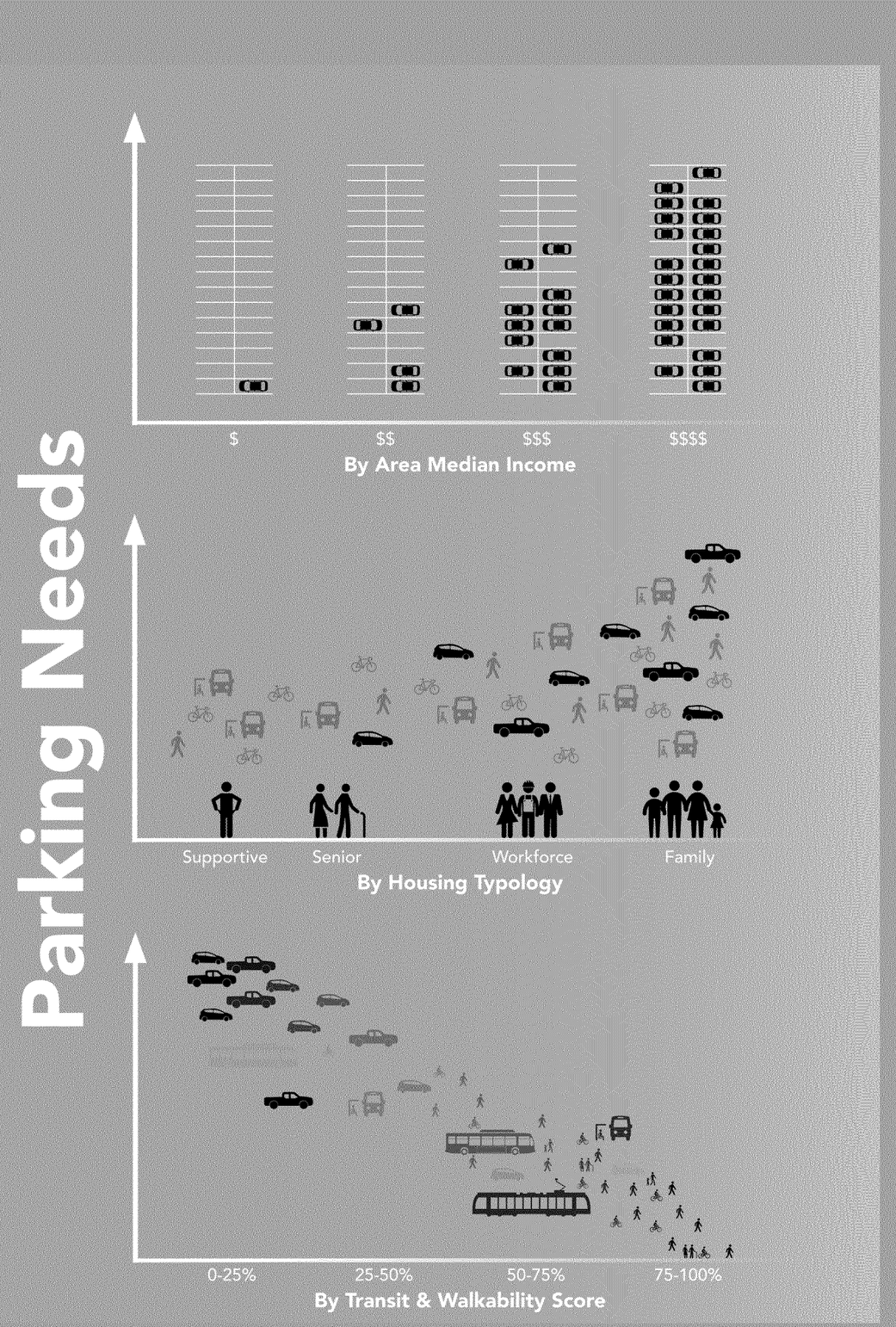
Impact of Proximity to Multi-Modal Facilities

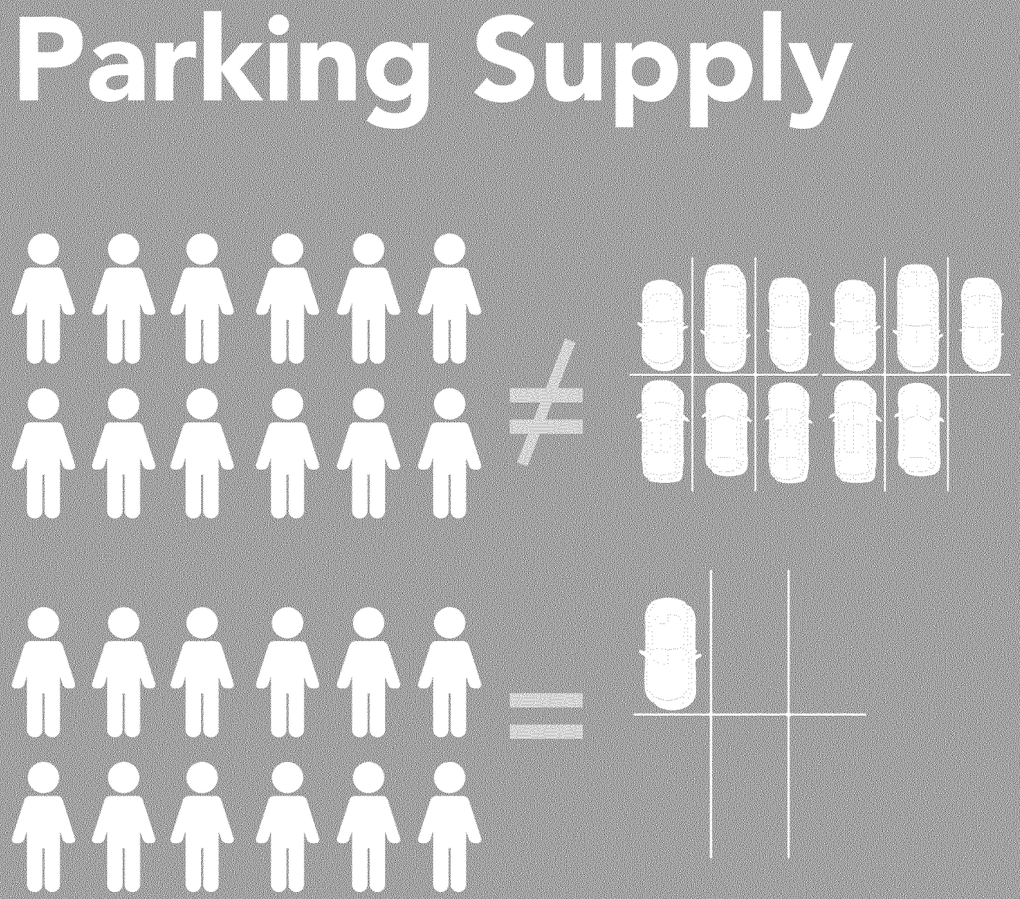
The walk, bike, and transit scores were added together to get the total non-auto score for each property. The data indicates that the property's proximity to quality walking and biking facilities and transit services deeply impacts vehicle ownership.

The need to own a vehicle is reduced when the surrounding neighborhood is walkable, bikeable, and has reliable transit that can get the residents to work, school, shopping, appointments, etc.

The majority of the surveyed properties were purposefully located within communities and neighborhoods that are walkable, bikeable, and near transit.

This is to serve people that do not typically own a vehicle due to the affordability, credit, maintenance, and insurance, as well as to meet the rental cost of their unit.





Parking Supply Versus Parking Demand

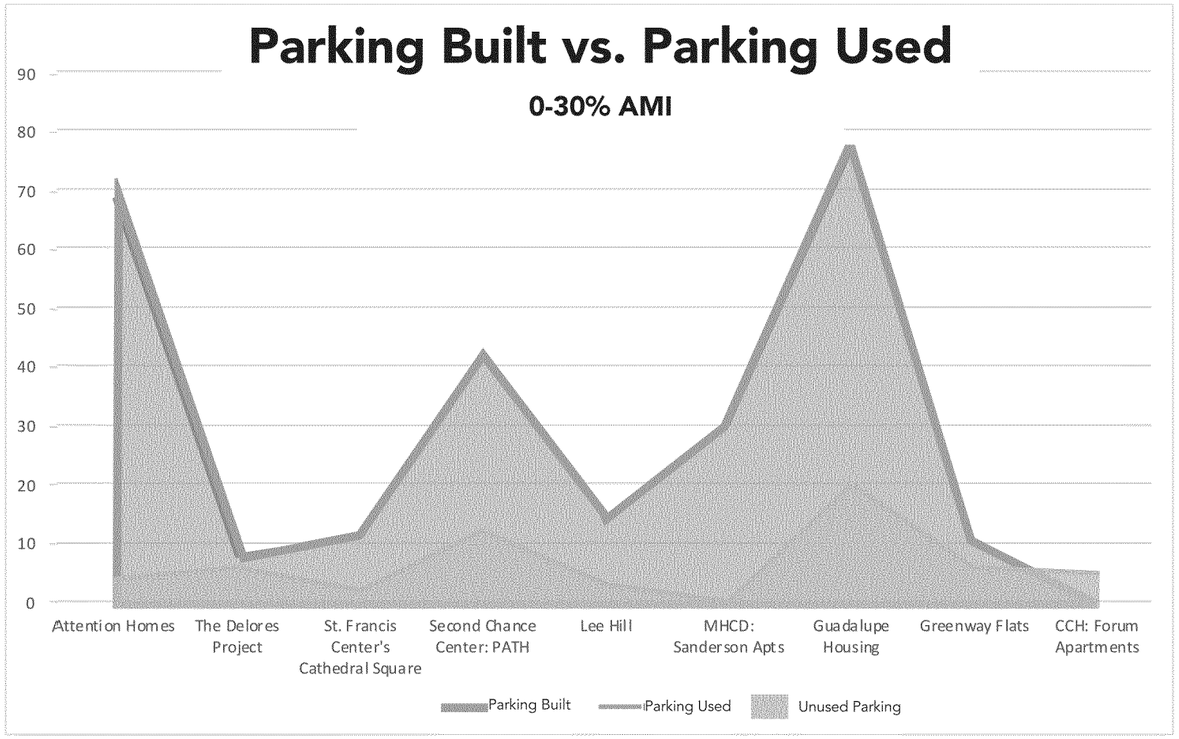
Combining the parking supply of all the surveyed properties, there are 883 parking spaces for 1,353 affordable housing units with an approximate demand of 461 spaces. To understand the impact of over parking for affordable housing projects, the unused parking spaces were valued at $22,000 per space. This equates to an estimated cost of $9,460,000 on parking that is in excess of the demand. If parking requirements for affordable projects were lowered closer to the parking demand, then the funds could be reallocated for support services or providing transportation options. The physical space could be repurposed for additional affordable housing units or amenity space for residents.

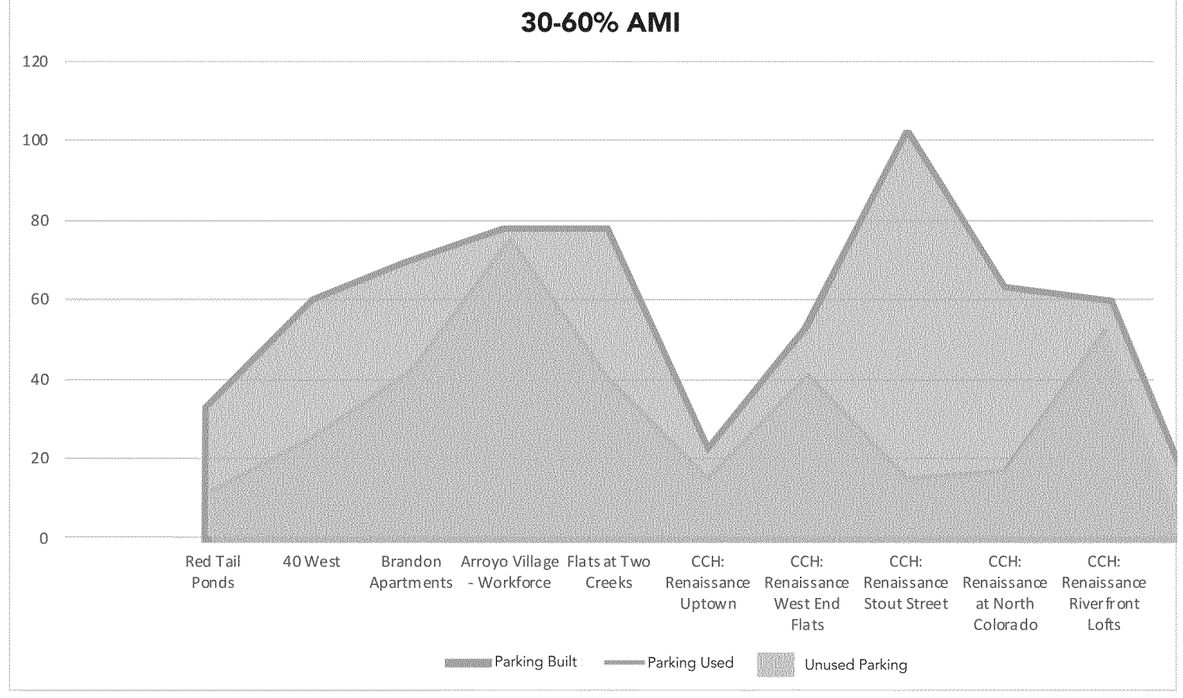
883 parking spaces
1,353 units
461 spaces
422 unused
$22,000 cost per space

$9,284,000* funds spent on unnecessary parking

*Figure is over 6 years and 19 projects

***Equates to one 40 unit affordable housing building.**





Vehicle Ownership

The Area Median Income (AMI) was compared to resident's vehicle ownership and it can be seen that residents with lower income levels own fewer vehicles and as the income increases the vehicle ownership increases.

The survey data provided by the twenty properties indicated the following trends:

- 29.0% of current residents own a vehicle (equates to 1 vehicle per 4 units) across all affordable housing studied.
- 8.8% of Permanent Supportive Housing Residents own a vehicle (equates to 1 vehicle per 12 units)
- On average 0.9 parking spaces per unit are provided to meet the municipal requirements.

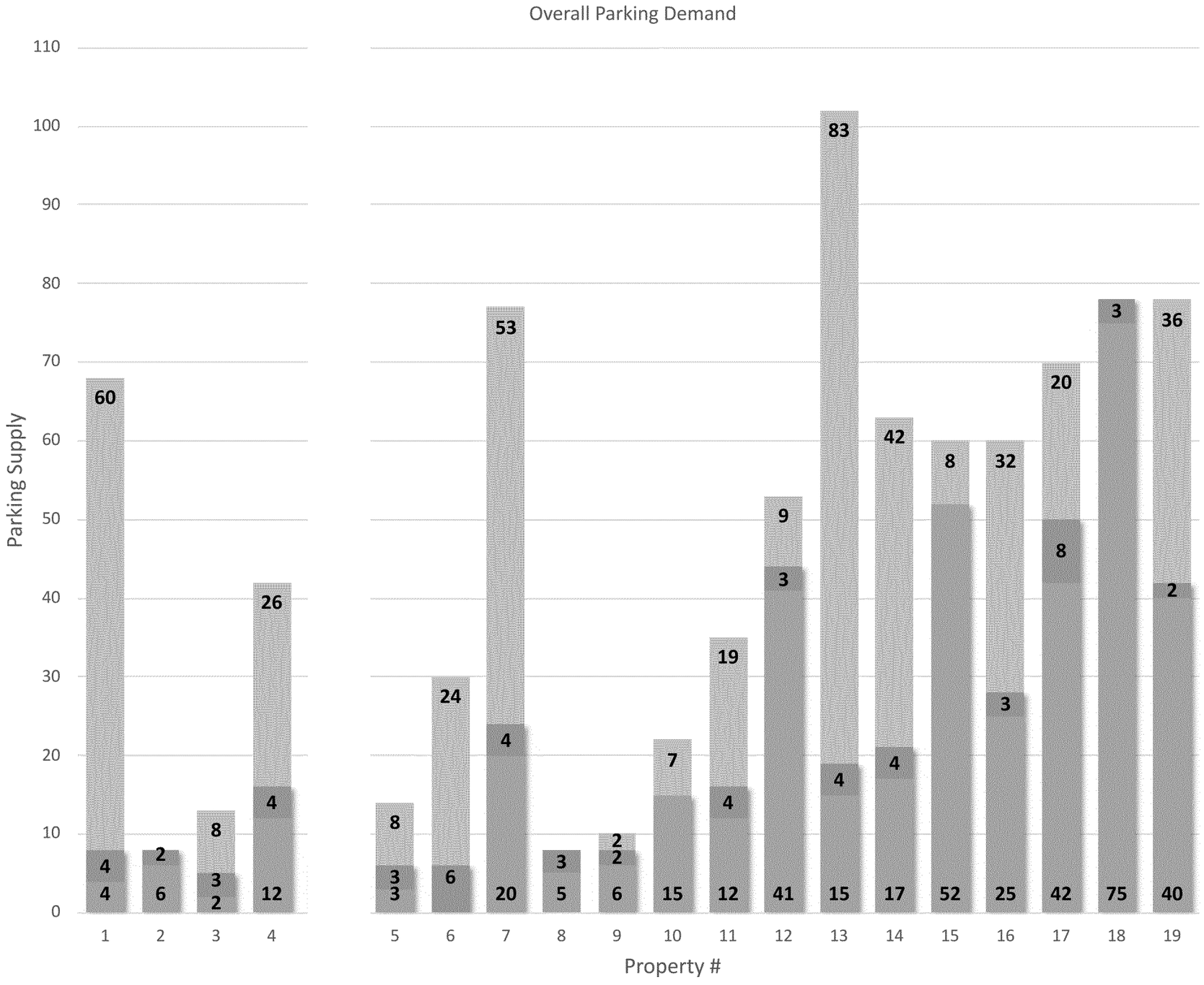
The vehicle ownership equates to the parking demand needed at each property to serve the residents and should help inform the parking supply needed.

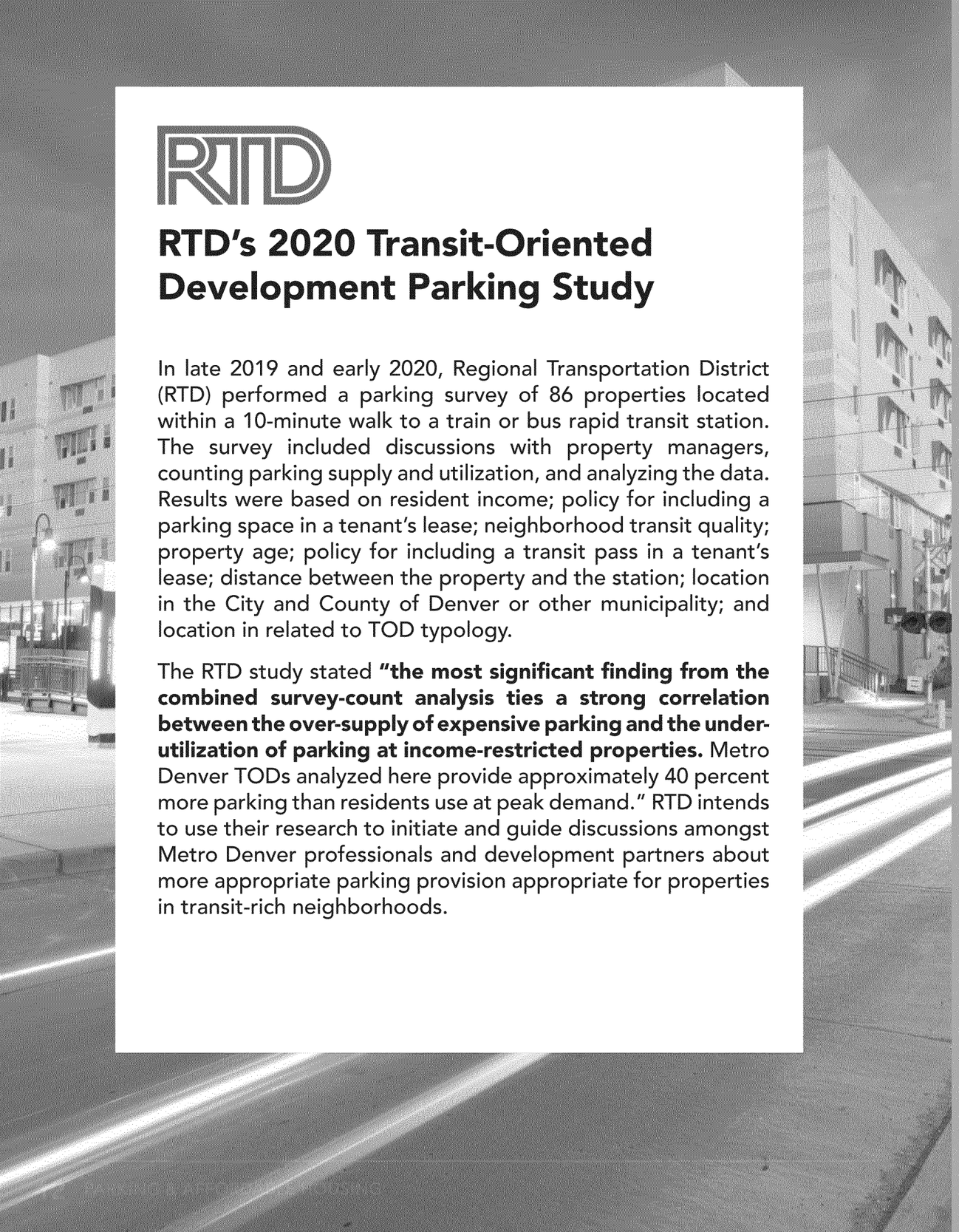
Comparing the vehicle ownership to the parking spaces supplied indicated that affordable housing projects are overparked.

Parking Utilization

Property Key

#	Property	City	Denver Metro PSH	Outside Denver Metro PSH
1	Attention Homes	Boulder	X	
2	The Delores Apartments at Arroyo Village	Denver	X	
3	St. Francis Center's Cathedral Square	Denver	X	
4	Second Chance Center: PATH	Aurora	X	
5	Lee Hill	Boulder	X	
6	Mental Health Center of Denver: Sanderson Apts	Denver	X	
7	Guadalupe Apartments	Greeley		X
8	CCH: Forum Apartments	Denver	X	
9	Greenway Flats	Colo. Springs		X
10	CCH: Renaisssance Uptown Lofts	Denver		
11	Red Tail Ponds	Fort Collins		
12	CCH: Renaissance West End Flats	Denver		
13	CCH: Renaissance Stout Street Lofts	Denver		
14	CCH: Renaissance at North Colorado Station	Denver		
15	CCH: Renaissance Riverfront Lofts	Denver		
16	40 West	Lakewood		
17	Brandon Apartments	Denver		
18	Arroyo Village - Workforce	Denver		
19	Flats at Two Creeks	Lakewood		





RTD's 2020 Transit-Oriented Development Parking Study

In late 2019 and early 2020, Regional Transportation District (RTD) performed a parking survey of 86 properties located within a 10-minute walk to a train or bus rapid transit station. The survey included discussions with property managers, counting parking supply and utilization, and analyzing the data. Results were based on resident income; policy for including a parking space in a tenant's lease; neighborhood transit quality; property age; policy for including a transit pass in a tenant's lease; distance between the property and the station; location in the City and County of Denver or other municipality; and location in related to TOD typology.

The RTD study stated **"the most significant finding from the combined survey-count analysis ties a strong correlation between the over-supply of expensive parking and the under-utilization of parking at income-restricted properties.** Metro Denver TODs analyzed here provide approximately 40 percent more parking than residents use at peak demand." RTD intends to use their research to initiate and guide discussions amongst Metro Denver professionals and development partners about more appropriate parking provision appropriate for properties in transit-rich neighborhoods.

"Excess parking is particularly inappropriate in transit-rich neighborhoods. Not only does it effectively prohibit affordable housing, but it unnecessarily increases development costs, reduces project savings, and obstructs access to transit, and by extension, to economic opportunity for a growing number of low-income households."

RTD

RTD's 2020 Transit-Oriented Development Parking Study

RTD Parking Study Findings

Resident Income	# Of Properties	# Of Units	# Of Parking Spaces	Spaces Available Per Unit	Spaces Utilized Per Unit	Parking Utilization
All Properties	86	22,422	26,442	1.18	0.70	59%
Market-Rate	65	19,850	24,462	1.23	0.74	60%
Mixed-Income	5	985	845	0.86	0.49	57%
Income-Restricted	**16**	**1,587**	**1,135**	**0.72**	**0.36**	**50%**

The table above summarizes the data gathered and evaluated as part of the RTD study. It can be seen that the income restricted properties are over-parked, which supports the findings in the Shopworks and Fox Tuttle study.

You can find RTD's full report here: https://www.rtd-denver.com/sites/default/files/files/2020-12/RTD-Residential-TOD-Parking-Study_Final-R_0.pdf

RTD Report: Summary

1.

The most significant finding from the combined survey and analysis was the strong correlation between the oversupply of expensive parking and the significantly low utilization of parking at income-restricted properties.

2.

Market-rate properties provide approximately 40% more parking than residents use, and income-restricted properties provide approximately 50% more parking than residents use.

3.

Income-restricted properties (0-99% AMI) provide 0.72 parking spaces per unit, but residents use only 0.36 parking spaces per unit.

4.

Of the properties located less than 0.3 miles from a station, residents utilized 0.10 per unit compared to those properties located between 0.3 to 0.5 miles from a station. In other words, for every 30 units, a property within a five-minute walk of a station provides five fewer parking spaces and its residents use three fewer parking spaces than a comparable station-area property farther away.

Parking Needs For Staff

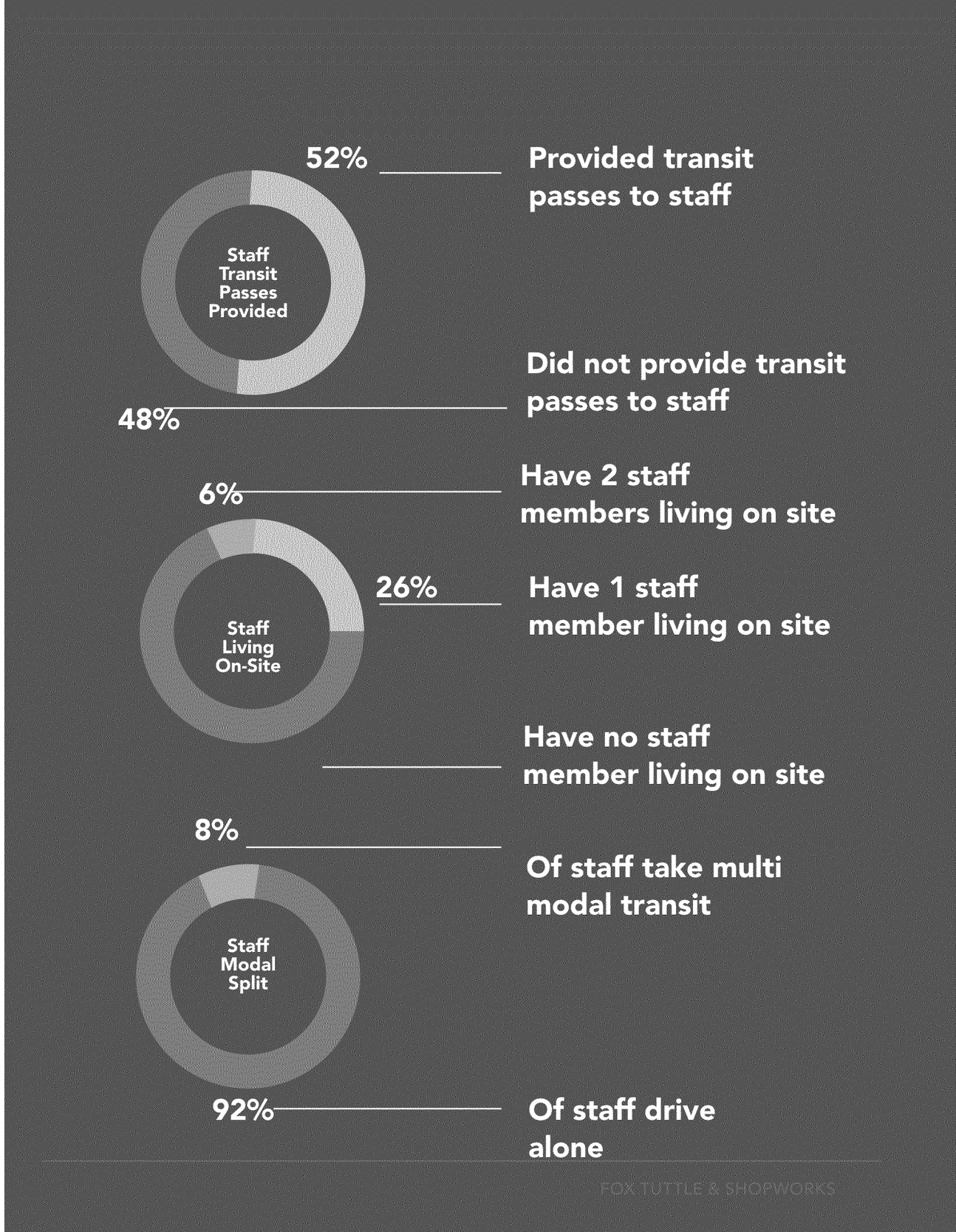
The same affordable housing properties that were surveyed by Fox Tuttle/Shopworks for resident vehicle ownership were asked about staffing to understand the parking demand needed by staff. On average, the majority of the affordable home properties have 5 full time staff members (1 per 17 units) and 4 part-time staff members (1 per 45 units).

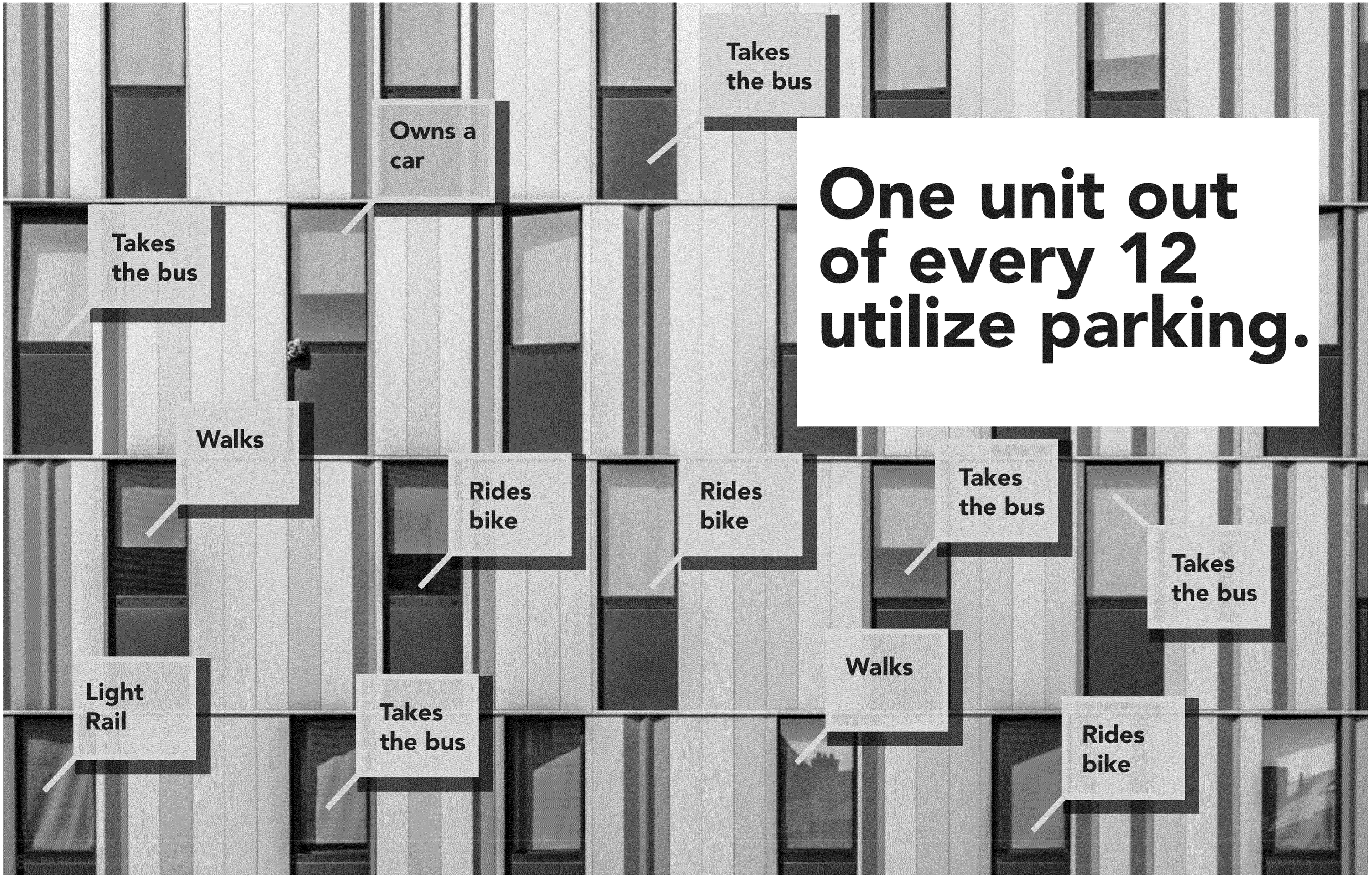
There are a few exceptions to this data - The Attention Homes, Delores Project/Arroyo Village, and CCH: Renaissance at Civic Center Apartments. These buildings are staffed significantly more than the rest of the properties and reported having between 14 and 22 full-time staff members. However, upon further research it was determined that these organizations host all of their administrative staff for the entire organization in these buildings.

Half of the properties are staffed 24 hours a day, 7 days a week; while the other half have staff on-site only during typical daytime work hours. On average, there are 4 staff members on-site during any given shift. Typically, the evening and weekend shifts have a maximum of 1-2 staff members (front desk staff/security). The majority of the supportive housing properties have 3 staff shifts during weekdays and some have staff shifts on weekends. Approximately 1/3 of the properties have up to 2 staff members that live on-site.

Based on the provided data, 92% of staff members drive to work and need a parking space on or near the property.

The staff parking demand is additional to the residents' parking demand. However, the shift work that is typical of these types of properties, especially permanent supportive housing, lowers the need for parking since the entire staff are not on-site at the same time.





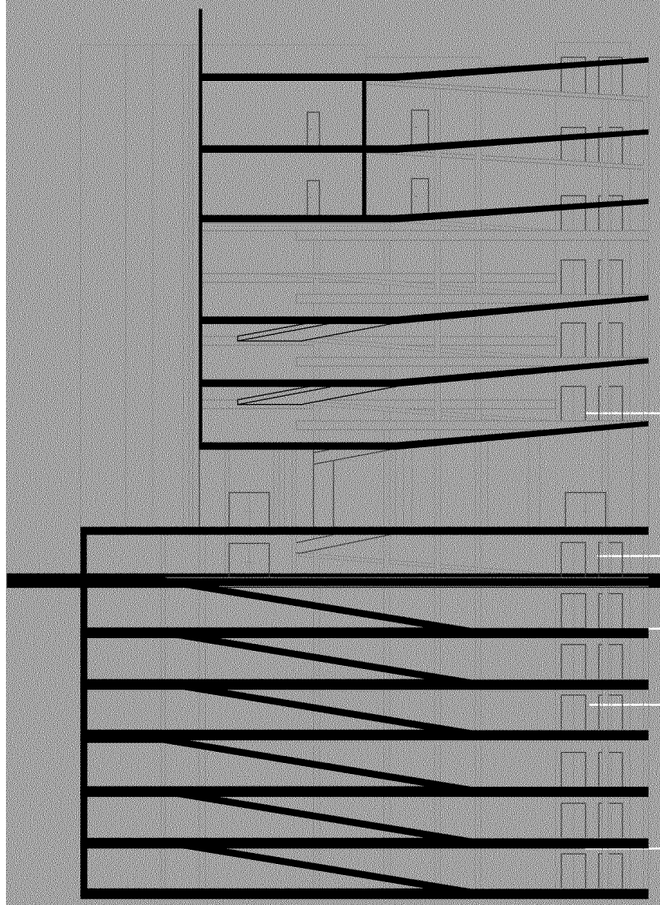
One unit out of every 12 utilize parking.

Cost of Parking

Regardless of housing type, parking spaces are expensive to construct and maintain. The cost of parking impacts affordable housing projects more significantly than market-rate apartments since they cannot typically recoup the cost within rental fees. Parking also takes up valuable space that could be utilized for additional housing units or amenities for the people living on the property. As the data in this study indicates, parking demand is significantly less than the actual parking supply.

Existing and future sites would greatly benefit from reduced parking requirements to be able to repurpose the cost of parking and gain development area. Listed to the right are typical construction costs of one parking space in different parking facility types within the Front Range. This does not include the cost of the land or maintenance.

Parking facilities are costly to build.



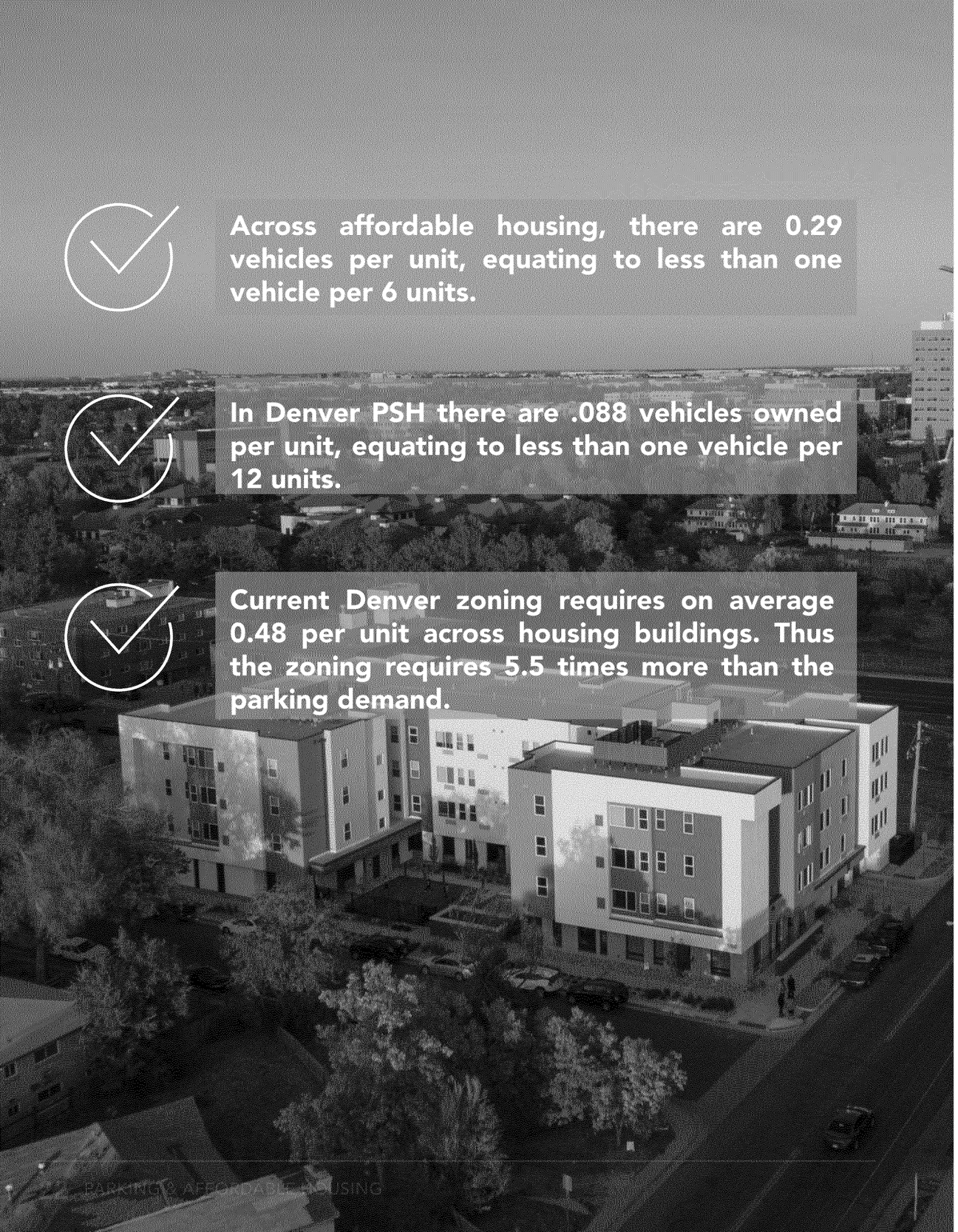
$35,000 per space
Structure Lot (Above)

$9,000 per space
Surface Lot

$22,000 per space
Partial Below Grade

$33,000 per space
1 Level Below Grade

$50,000 per space
Underground



In Conclusion

We are building parking when we could be building more housing. The Department of Housing Stability in Denver, HOST, estimates that after LIHTC financing there is a funding gap equal to $37,000 per unit in the City of Denver; a gap that City and State funds have to cover to ensure these apartments get built. We are taking tax payer dollars and spending it on unnecessary parking, when we could be creating more units or beautiful parks that help people heal. Our report shows that we spent $9.3 million over the last 6 years on parking that is not used in affordable housing. With those funds we could have built an entire new PSH project with 40 units. We built parking when we could have housed people.

Thank You

We would like to extend our deepest appreciation for all the participants in this research who answered question after question as we refined our study. This report would not have been possible without each and every one of you, and we are so grateful for your assistance!

Appendix A.

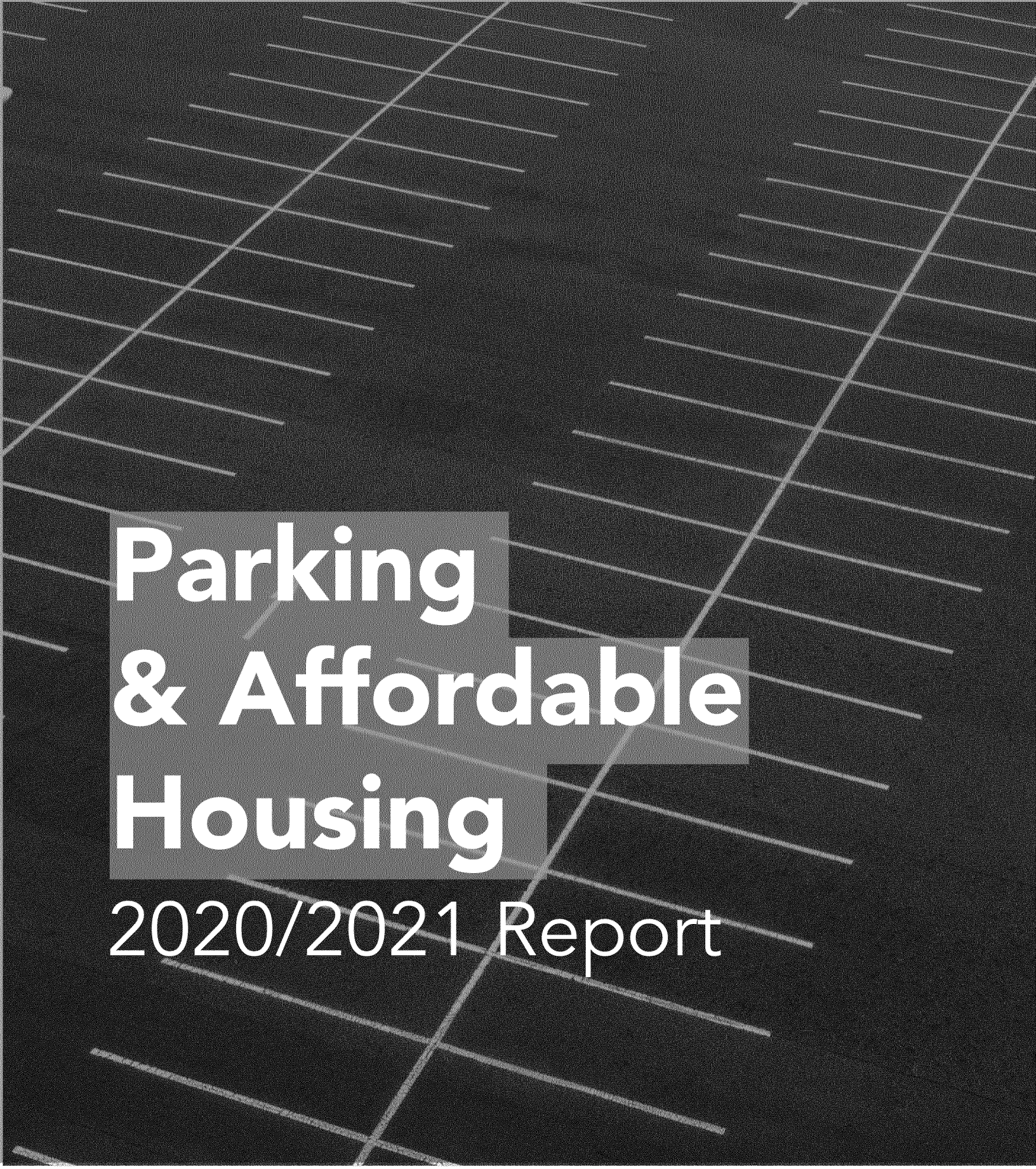
	Overview of Building				Parking Requirement	
	How many units and unit type	How many residents: adults, kids	AMI for building	Median AMI	Zoning Required Parking Ratio (per DU)	Reductions (if available)
Attention Homes, Boulder	40 units: 23 studios, 16 1-bed, 1 2-bed	**41**	All 0-30%	**30%**	1.00	0.25
Arroyo Village - Delores PSH	35 units: all 1-bed	**40**	All 0-30%	**30%**	1.00	0.40
Arroyo Village - Workforce	95 units: 25 1-bed, 58 2-bed, 12 3-bed	**267**	All 0-50%	**50%**	1.00	0.32
St. Francis Center's Cathedral Square	50 units, all 1-bed	**55**	All 0-30%	**30%**	0.25	0.00
Second Chance Center: PATH	50 units, 40 1-bed, 10 2-bed	**49**	All 0-30%	**30%**	1.50-2.00	0.54
Lee Hill	31 units, all 1-bed	**31**	All 0-30%	**30%**	1.00	0.25
Red Tail Ponds	60 units, 54 one-bedroom and 6 two-bedrooms	**60**	40@0-30%, 20 @0-60%	**40%**	0.75-1.00	0.50
Mental Health Center of Denver: Sanderson Apts	60 units	**60**	All 0-30%	**30%**	1.25	0.60
40 West	60 units: 54 1-bed, 6 2-bed	**67**	9@0-30%, 10@0-40%, 34@0-50%, 6@0-60%	**46%**	0.75	0.00
Flats at Two Creeks	78 units: 70 1-bed, 8 2-bed	**106**	16@0-30%, 21@0-50%, 40@0-60%	**43%**	0.75	0.00
Greenway Flats	65 one-bedroom units	**68**	62@0-30% 3@0-40%	**30%**	1.50	0.00
Guadalupe Apartments Archdioceasan Housing	47 units: 18 studios, 19 one-bed, 10 two-bed	**68**	All 0-30%	**30%**	1.25-1.75	0.00
Brandon Apartments	103 – 47 one-bedroom, 45 two-bedroom, 11 three-bedroom	**86**	20@0-30%, 39@0-40%, 44@0-60, 1 staff unit	**47%**	1.00	0.25
CCH: Renaissance West End Flats	101 units, 75 one-bedroom, 26 two-bedroom	**115**	35@0-30%, 31@0-40%, 26@0-50%, 8@0-60%	**40%**	0.75	0.25

Parking Requirement		Parking Analysis			Alternative Modes			
Minimum Required Parking	Parking Provided	Parking Ratio (Provided per DU)	Residents With Cars	Parking Lot Utilization	Walk/Transit/ Bike Score	Number of bike parking spaces	Do you provide transit passes or bus tickets to residents	Shared Bikes / Cars?
30.00	68	1.70	4	5.88%	95/62/95	40	Yes	No
21.00	8	0.23	6	75.00%	73/63/65	100	Yes	Yes
64.60	78	0.82	75	96.15%	73/63/65	100	No	Yes
12.50	13	0.26	2	15.38%	94/82/91	30+	Yes	No (but have access to shared van)
92.00	42	0.84	12	28.57%	59/58/70	50	Yes	Yes
23.25	14	0.45	3	21.43%	56/40/88	20	Yes	No
23.25	35	0.58	12	34.29%	38/36/66	66	Yes	Yes
75.00	30	0.50	0	0.00%	79/48/68	15	No	No
45.00	60	1.00	25	41.67%	67/55/73	15	No	No
58.50	78	1.00	40	51.28%	61/55/69	At least 20	No	No
8.00	10	0.15	6	60.00%	48/33/71	6 rentals, 48 bike parking spots	Yes	Yes
76.00	77	1.64	20	25.97%	1/0/27	20 spaces	No	No
66.00	70	0.68	42	60.00%	74/54/94	92	Yes	No
49.00	53	0.52	41	77.36%	77/55/90	N/A	No	

Appendix A.

	Overview of Building				Parking Requirement	
	How many units and unit type	How many residents: adults, kids	AMI for building	Median AMI	Zoning Required Parking Ratio (per DU)	Reductions (if available)
CCH: Renaissance at North Colorado Station	103 Units: 19 studio, 54 one-, 24 two-, and 6 three-bedroom apartments	**112**	38@0-30%, 19@0-40%, 27@0-50%, 18@0-60%	**42%**	0.75	0.20
CCH: Forum Apartments	100 studio apartments	**98**	All 0-30%	**30%**	0.75	0.00
CCH: Renaissance at Civic Center Apartments	216 units: 200 studio, 16 one-bed	**188**	68@0-30%, 26@0-40%, 46@0-50%, 76@0-60%	**46%**	0.00	0.00
CCH: Renaissance Riverfront Lofts	100 Units: 88 one-bedroom apartments, 12 two-bedroom apartments	**Did not receive**	30@0-30%, 22@0-40%, 24@0-50%, 23@0-60%	**44%**	1.00-1.50	0.25+0.25
CCH: Renaissance Uptown Lofts	98 Units: 4 studios, 90 one-bedroom apartments, 4 two-bedroom apartments	**Did not receive**	41@0-30%, 31@0-40%, 17@0-50%, 8@0-60%	**39%**	0.75	0.25
CCH: Renaissance Stout Street Lofts	78 Units: 59 one-bedroom apartments, 19 two-bedroom apartments	**63**	26@0-30%, 23@0-40%, 22@0-50%, 6@0-60%	**41%**	0.75	0.20

Parking Requirement		Parking Analysis			Alternative Modes			
Minimum Required Parking	Parking Provided	Parking Ratio (Provided per DU)	Residents With Cars	Parking Lot Utilization	Walk/Transit/ Bike Score	Number of bike parking spaces	Do you provide transit passes or bus tickets to residents	Shared Bikes / Cars?
54.00	63	0.61	17	26.98%	61/53/66	None	No	
75.00	0	0.00	5	N/A	96/89/95	3	Yes	
0.00	0	0.00	Unknown	N/A	99/91/88	0	Yes	
60.00	60	0.60	52	86.67%	62/66/84	0	No	
25.00	22	0.22	15	68.18%	94/86/98	2	Yes	
59.00	102	1.31	15	14.71%	93/90/99	0	Yes	



Parking & Affordable Housing

2020/2021 Report

shopworks architecture

FOX TUTTLE

Residential Parking in Station Areas: A Study of Metro Denver

December 2020

Revised January 2021

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Executive Summary

In late 2019 and early 2020, the Regional Transportation District (RTD) of Metro Denver, Colorado, surveyed property managers, counted parking supply and demand, and analyzed findings from 86 station-area developments. Per RTD's analysis of peak parking demand, market-rate properties provide 40 percent more parking than residents use, and income-restricted properties provide 50 percent more parking than residents use.

At market-rate properties, 40% of parking spaces go unused at peak, while income-restricted properties provide 50% more parking than used.

Providing an excessive amount of parking at station-area properties across Metro Denver affects residents' welfare and the economic vitality of the region, which the State of Colorado enabled RTD to promote.[1] As parking increases development costs, developers may pass on costs to residents in the forms of higher rent, fewer units, and reduced services.[2] In aggregate, increased costs for unnecessary parking contribute to a higher cost of living across Metro Denver, which recently experienced the second greatest rate of gentrification in the country.[3] From the perspective of the transit agency, which particularly benefits from the patronage of low-income passengers, fewer income-restricted units near existing service threatens the agency's fiscal solvency and satisfaction of its mandate.

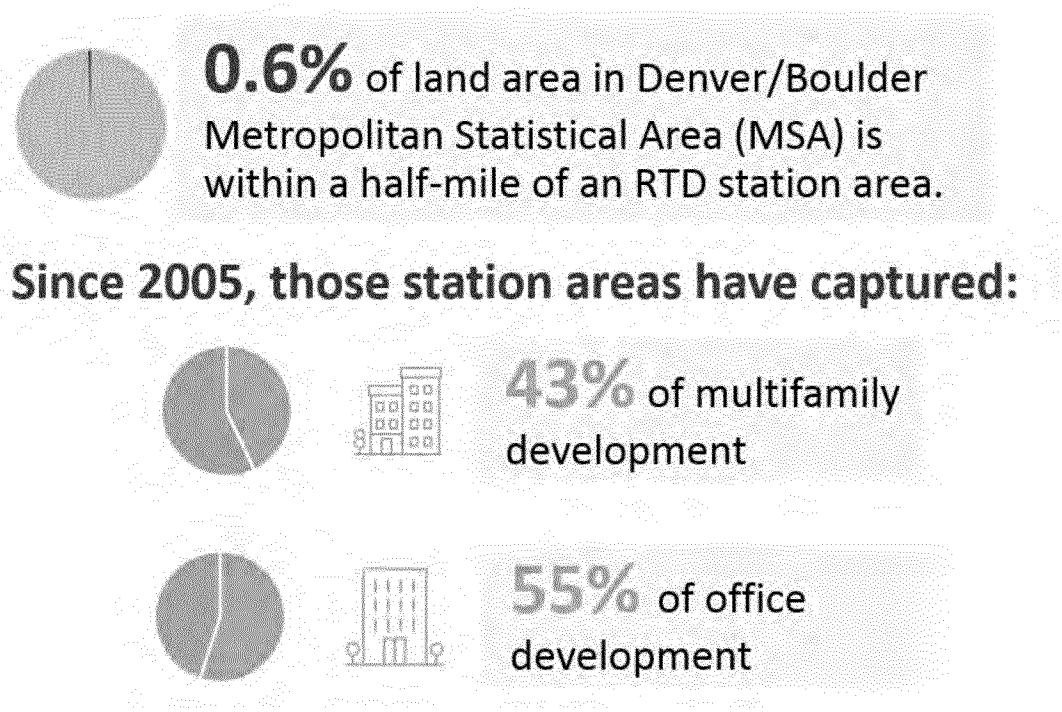
RTD intends this research to prompt discussion about more appropriate parking provision for properties in transit-rich neighborhoods. RTD, municipalities, and development partners who have a role in promoting the region's economic welfare should prefer station-area affordable housing in disposition guidelines, zoning regulations, and funding requirements. In addition, developers should rely on findings like those presented here to make the case to municipalities and financial partners to tailor expectations for parking demand to a multimodal environment. RTD hopes that this research effort will help to foster a more affordable, connected, and competitive Metro Denver region.

[1] State of Colorado, "Colorado Revised Statutes §32-9-102(1)a"
[2] A parking space in a structured parking facility costs approximately $25,000 in Metro Denver in 2020.
[3] National Community Reinvestment Coalition, "Gentrification and Displacement 2020"

Background

RTD provides fixed-route transit service for the eight-county Metro Denver region – one of the nation's largest service areas, covering 2,342 square miles and including more than three million residents. In 2019, before COVID-19-related service adjustments, RTD operated nearly 44 million miles of regular fixed-route service with a fleet of 66 commuter-rail and 201 light-rail trains, more than one thousand local- and regional-service buses, and nearly 400 special-service vehicles. RTD provided more than 100 million trips in 2019.[4]

In 2004, residents within RTD's service area approved a sales-tax increase to fund FasTracks, the nation's largest transit expansion at that time. Between 2015 and 2020, RTD opened seven new rapid transit services, including the University of Colorado A Line between Denver Union Station and Denver International Airport and the Flatiron Flyer bus rapid transit service between Denver Union Station and Boulder. Since 2005, an outsized amount of development has occurred near rapid-transit stations: 43 percent of all multifamily development and 55 percent of all office development in Metro Denver has occurred within a half-mile of RTD rapid-transit stations, which together account for only 0.6 percent of land area in the Denver-Aurora-Lakewood and Boulder metropolitan statistical areas.

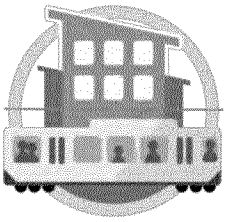


[4] Regional Transportation District, "Facts and Figures"

Despite impressive growth in Metro Denver's station-area development, transit ridership has not followed. Between 2015 and 2018, ridership decreased from 103 million to 98 million, and recent RTD research suggests that the *type* of development more than simply *total* development may play a role. In 2017 and 2018, RTD surveyed 1,340 residents of 35 station-area apartments and found a compelling relationship between low-income households and transit service.[5] [6]

RTD research shows:

- **61 percent** of low-income households have no car, while **93 percent** of market-rate households have at least one car.
- **63 percent** of low-income households ride the bus once a week or more, while **88 percent** of market-rate households ride the bus once a week or less.
- **57 percent** of low-income households ride the train once a week or more, while **73 percent** of market-rate households ride the train once a week or less.



Co-locating income-restricted housing and high-frequency transit service benefits both low-income households and transit agencies.

In other words, co-locating income-restricted housing and high-frequency transit service benefits both low-income households and the transit agency. Reducing parking supply at station-area developments reduces development cost, helping residents to reduce housing and transportation costs and RTD to increase ridership on its expansive transit network.[7]

RTD strives to support development opportunities that increase ridership or enhance transit investments across the District through station design and close coordination with local jurisdictions and developers. RTD plays a proactive role in facilitating transit-supportive development around transit stations, managing and conducting research to support transit-oriented development, sharing information with both public and private sector partners, and providing planning assistance to help local jurisdictions connect constituents to transit service.

[5] Travel Behaviour and Society, "Comparing the travel behavior of affordable and market-rate housing residents in the transit-rich neighborhoods of Denver, CO"
[6] TransitCenter, "Transit-Oriented Development is More Transit-Oriented When It's Affordable Housing"
[7] Center for Neighborhood Technology, "Housing and Transportation Affordability Index"

Methodology

RTD's research into station-area developments' parking provision and utilization relied on results of an electronic survey of property managers and counts of properties' parking facilities during peak demand.

Guidance

In summer 2019, RTD consulted several planning, parking, and development practitioners to better understand similar research efforts, nuances, and pressing issues facing each discipline. In particular, the Metropolitan Area Planning Council (MAPC) in Greater Boston and the North Central Texas Council of Governments (NCTCOG) in the Dallas-Fort Worth Metroplex offered lessons learned from their similar work to understand and inform station-area parking supply.

Survey

After speaking with these agencies, RTD drafted an electronic survey in Google Forms for managers of residential properties to understand each property's general characteristics, parking programs, and transportation amenities.

RTD tracks station-area development in Metro Denver, logging development type, size, and location among other features. RTD used that database to develop a universe of properties for this study, prioritizing rental apartment buildings within a 10-minute walk of a bus rapid transit or train station with at least 50 units that opened or were substantially renovated within five years of transit service opening.[8] That filter identified 120 properties, and RTD relied on contact information provided by transportation management associations or property websites to contact managers of those properties between fall 2019 and spring 2020 to explain the research and distribute the online survey. Of 111 property managers who received the survey, RTD received 99 responses.

Count & Confirmation

Learning from MAPC and NCTCOG and taking advantage of a State-mandated stay-at-home order in April 2020, RTD counted parking utilization at 104 properties in April 2020 on a Tuesday through Thursday between 10 a.m. and 3 p.m., avoiding Friday through

[8] RTD did not survey or count condominiums. A State construction defects law has limited condominium development, thus mitigating the benefit of studying this product type, and surveying individual condo-unit owners proved prohibitively challenging.

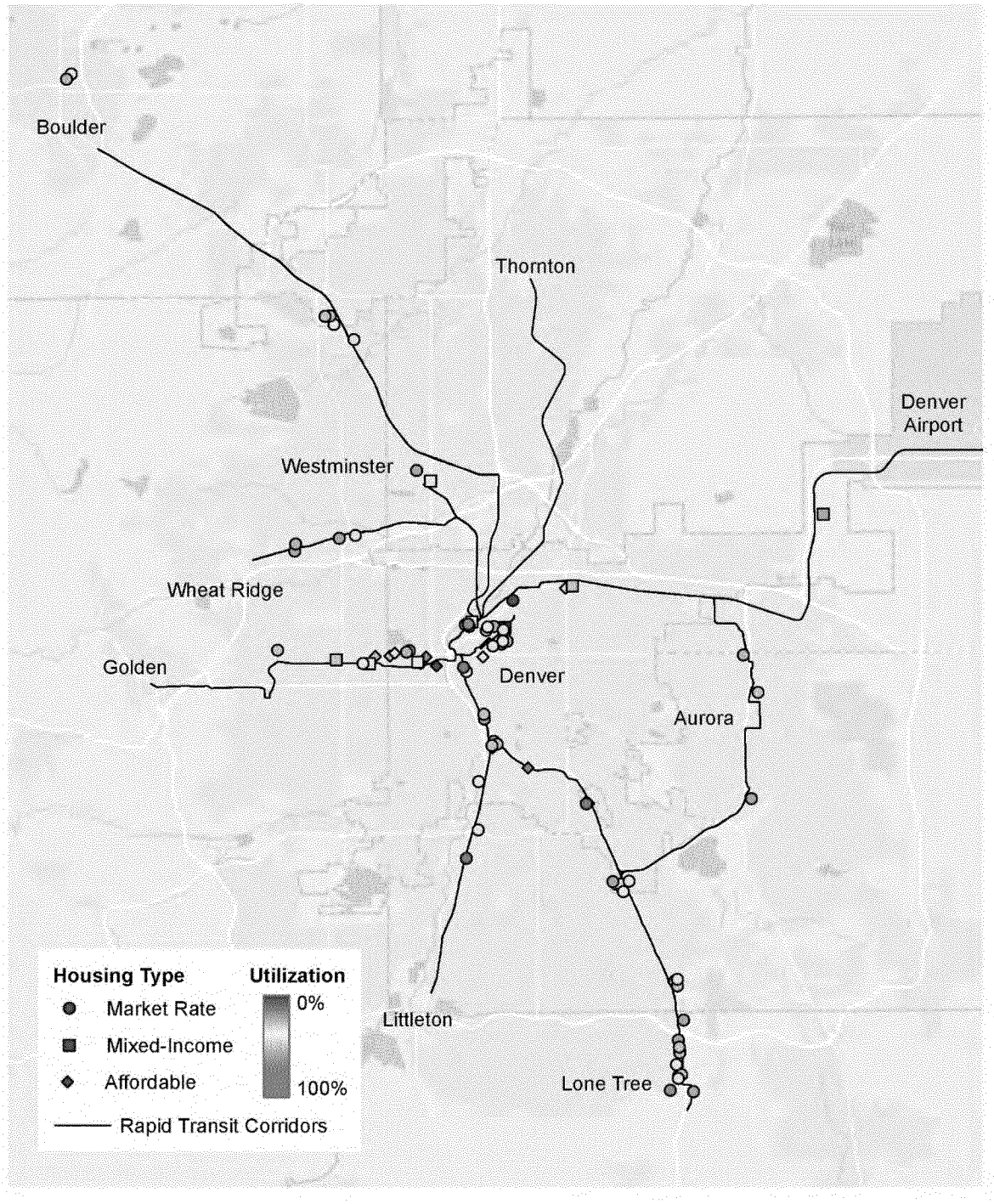
Monday because utilization is typically lower on those days. RTD again followed up with property managers after these counts to clarify questions raised in the field and further detail survey responses.

In the two weeks following Labor Day 2020, RTD verified April daytime counts with nighttime counts of 19 properties (approximately 22 percent of the 86 analyzed properties) on a Tuesday through Thursday between 9 p.m. and midnight to verify consistency between the counting time periods. Utilization from the smaller nighttime counts nearly matched that of the daytime counts: 63 percent utilization by day in April; 62 percent utilization by night in September.

Analysis

RTD both received a survey from and counted parking utilization at 94 properties, of which 86 properties in 11 municipalities were more than 80 percent leased at the time of the count (Figure 1). RTD analyzed these 86 properties' parking provision and utilization patterns related to resident income, property age, property transportation policies, and location features.

Figure 1: Map of Properties Analyzed



Findings

Most significant, the analysis found that all 86 properties provide 42 percent more parking on average than residents use at peak demand, and income-restricted properties provide 50 percent more parking than used – well above the 5 to 15 percent considered optimal parking management.[9] This over-supply comes at a substantial cost: approximately $25,000 per parking space in a Metro Denver parking structure, which are typical of station-area developments that make efficient use of high-value land.

While excessive parking at any station-area property would fail to complement the neighborhood's intrinsic multimodal alternatives and increase residents' cost of living, the cost of excessive parking often jeopardizes affordable housing. Thus, the unnecessary cost of housing cars instead of families often limits or effectively prohibits affordable housing in station areas and limits transit access for reliable transit users.

Excessive parking particularly affects the viability of low-income housing, whose developers have few financial sources to afford inefficient costs. The City and County of Denver estimates that the region lacks 100,000 homes, and the Colorado Housing and Finance Authority reports that annual demand for competitive low-income housing tax credit capital was over-subscribed by 219 percent in 2020. Not surprising, the National Community Reinvestment Coalition (NCRC) ranked Metro Denver as the second fastest gentrifying region in the country between 2013 and 2017.

Table 1: Selection from NCRC's "Gentrification and Displacement 2020"

City	Total Tracts	Eligible Tracts	Gentrifying Tracts	Rate of Gentrification
San Francisco-Oakland	975	131	41	31.3%
Denver	619	80	22	27.5%
Boston	1003	75	16	21.3%
Miami-Ft. Lauderdale	1215	81	17	21.0%
New Orleans	392	64	13	20.3%
Austin	350	56	11	19.6%
New York City	4515	362	70	19.3%

Reproduced from "Gentrification and Displacement 2020"

Excess parking is particularly inappropriate in transit-rich neighborhoods. Not only does it effectively prohibit affordable housing, but it unnecessarily increases development cost,

[9] Urban Land Institute, "Shared Parking"

reduces project savings, and obstructs access to transit and, by extension, to economic opportunity for a growing number of low-income households.

Resident Income

Table 2 details the number of parking spaces available and utilized on a per-unit basis at all 86 properties analyzed, separated by their inclusion of market-rate, mixed-income, and income-restricted units. Residents of income-restricted properties use less parking than residents of market-rate residents, suggesting that municipalities and developers should have different standards for parking demand at market-rate and income-restricted properties in station areas.

In market-rate properties, 1.23 parking spaces per unit are provided, but only 0.74 parking spaces per unit are used.

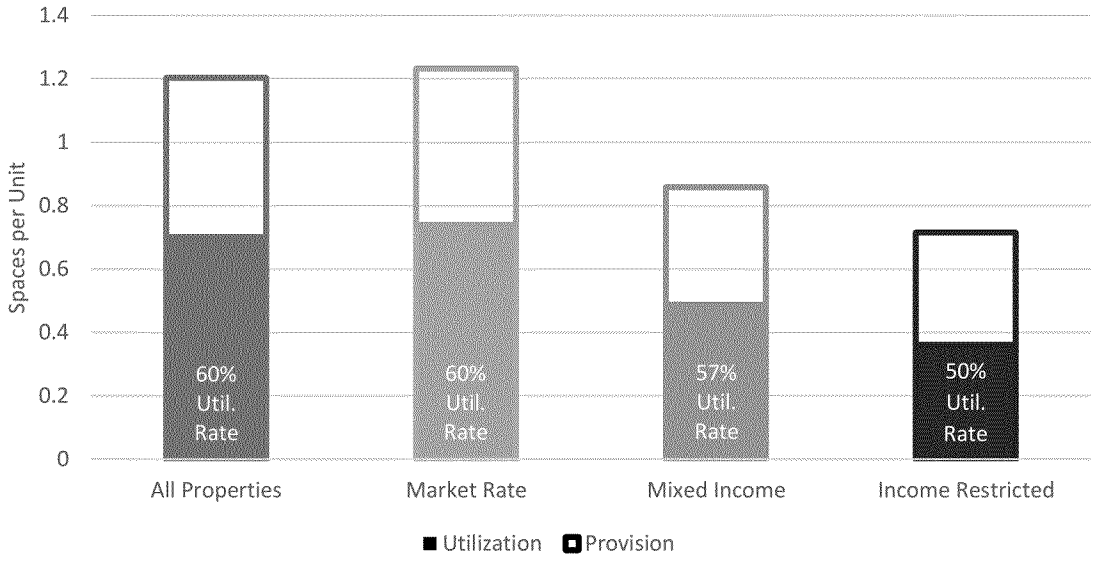
Income-restricted properties provide 0.72 parking spaces per unit, but residents use only 0.36 parking spaces per unit.

Summarized in Figure 2, the 65 analyzed market-rate properties provide an average of 1.23 parking spaces per unit, but residents use at peak demand only 0.74 parking spaces per unit– a 60 percent utilization rate. Sixteen income-restricted properties provide an average of 0.72 spaces per unit, but residents use only 0.36 parking spaces per unit – a 50 percent utilization rate.

Table 2: Parking Provided and Utilized per Unit at Property by Resident Income

Resident Income	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	86	25,333	30,478	1.20	0.70	58%
Market Rate	65	19,850	24,462	1.23	0.74	60%
Mixed Income	5	985	845	0.86	0.49	57%
Income Restricted	16	1,587	1,135	0.72	0.36	50%

Figure 2: Parking Provided and Utilized per Unit at Property by Resident Income



Bundled Parking

Nearly an even split of properties include (45) or do not include (41) a parking space in a tenant's lease, otherwise known as bundling or unbundling parking, respectively. Although one may expect an additional parking fee at unbundled properties to result in lower parking demand, prompting developers to reduce supply, properties with unbundled parking provide more parking per unit and have higher utilization rates than their bundled-parking counterparts. This unexpected finding for higher supply and utilization at unbundled properties may be explained by resident income at these properties; 38 of 41 unbundled properties are market-rate properties, thus accommodating a higher-income tenant, who is more likely than a lower-income tenant to own a vehicle. Developers of market-rate apartments with unbundled parking likely anticipate a high demand for parking from higher-income tenants.

Table 3: Parking Provided and Utilized per Unit at Properties with Bundled Parking

Bundled	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	45	9,851	11,580	1.18	0.66	56%
Market Rate	27	7,892	10,147	1.29	0.73	57%
Mixed Income	4	901	751	0.83	0.48	58%
Income Restricted	14	1,058	682	0.64	0.33	50%

Table 4: Parking Provided and Utilized per Unit at Properties with Unbundled Parking

Unbundled	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	41	11,241	13,330	1.19	0.74	63%
Market Rate	38	10,947	13,042	1.19	0.75	63%
Mixed Income	1	84	94	1.12	0.56	50%
Income Restricted	2	210	194	0.92	0.45	49%

Neighborhood Transit Quality

The Center for Neighborhood Technology's (CNT) All Transit (AT) compiles transit stop, route, and frequency information in more than 300 regions, including Metro Denver. RTD used properties' AT scores to approximate their neighborhoods' levels of transit service and separated scores into quartiles of transit quality. (Tables 5 through 8)

One may expect quartiles to relate inversely to parking utilization – the better the transit quality, the lower the need to own and park a vehicle – and that expectation holds true. After accounting for single-property outliers, resident income continues to correlate with parking utilization. Rates of parking supply and demand are higher at market-rate properties and lower at income-restricted properties than average in each quartile, and income-restricted properties exhibit the lowest per-unit utilization (0.31) across all quartiles.

However, parking utilization across all properties in all quartiles is neither as distinct among the quartiles nor as related to neighborhood transit quality as one may expect. For example, the lowest per-unit utilization occurs in the second lowest quartile, not the highest quartile. It is surprising that neighborhood transit quality does not play a more significant role in parking provision or utilization. Municipalities and developers may better consider neighborhood transit quality when determining parking provision, as the transit agency may consider transit-supportive land uses in station areas when determining provision of transit services to neighborhoods.

Table 5: Parking Provided and Utilized per Unit at Properties in Lowest Quartile

Lowest Quartile	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	21	6,429	7,067	1.10	0.66	60%
Market Rate	19	6,018	6,911	1.15	0.69	60%
Mixed Income	1	266	126	0.47	0.24	52%
Income Restricted	1	145	30	0.21	0.19	90%

Table 6: Parking Provided and Utilized per Unit at Properties in Low Quartile

Low Quartile	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	23	5,277	6,028	1.14	0.72	63%
Market Rate	15	4,283	5,351	1.25	0.80	64%
Mixed Income	2	194	199	1.03	0.53	52%
Income Restricted	6	800	478	0.60	0.31	52%

Table 7: Parking Provided and Utilized per Unit at Properties in High Quartile

High Quartile	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	22	6,129	8,015	1.31	0.73	56%
Market Rate	17	5,761	7,617	1.32	0.75	56%
Mixed Income	1	129	158	1.22	0.51	42%
Income Restricted	4	239	240	1.00	0.50	50%

Table 8: Parking Provided and Utilized per Unit at Properties in Highest Quartile

Highest Quartile	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	20	4,587	5,332	1.16	0.70	60%
Market Rate	14	3,788	4,583	1.21	0.73	60%
Mixed Income	1	396	362	0.91	0.62	68%
Income Restricted	5	403	387	0.96	0.44	46%

Transit Pass Provision

RTD's Neighborhood EcoPass (NEco) Program allows managers with at least 40 units to purchase monthly transit passes at significant discount and provide those passes to tenants to encourage their transit use. Of the 86 properties analyzed, managers at only eight properties provide Neighborhood EcoPasses, translating to slightly lower parking provision and utilization (1.15 and 0.64 parking spaces per unit, respectively) compared to the majority of properties (1.18 and 0.71 parking spaces per unit, respectively). Although few station-area properties participate in the NEco Program, this finding suggests nonetheless that RTD should encourage municipalities and developers to consider reductions in parking provision on condition of participation in NEco and other transportation-demand management programs.

Table 9: Parking Provided and Utilized per Unit at Properties with Neighborhood EcoPasses

With NEco	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	8	1,330	1,532	1.15	0.64	56%
Market Rate	4	1,011	1,273	1.26	0.72	57%
Mixed Income	0	-	-	-	-	N/A
Income Restricted	4	319	259	0.81	0.42	51%

Table 10: Parking Provided and Utilized per Unit at Properties without Neighborhood EcoPasses

Without NEco	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	78	21,092	24,910	1.18	0.71	60%
Market Rate	61	18,839	23,189	1.23	0.74	60%
Mixed Income	5	985	845	0.86	0.49	57%
Income Restricted	12	1,268	876	0.69	0.35	50%

Proximity to Transit

The distance between property and station may play a small role in parking supply and demand. Twenty-nine (29) properties lying less than 0.3 miles from a station provide 0.17 fewer parking spaces per unit and residents of those properties utilize 0.10 fewer parking spaces per unit compared to 57 properties between 0.3 and 0.5 miles from a station. In other words, for every 30 units, a property within a five-minute walk of a station provides five fewer parking spaces and its residents use three fewer parking spaces than a comparable station-area property farther away.

Table 11: Parking Provided and Utilized at Properties less than 0.3 Miles from Station

<0.3 mi.	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	29	6,670	7,086	1.06	0.63	60%
Market Rate	19	5,380	6,334	1.18	0.71	61%
Mixed Income	4	589	483	0.82	0.40	48%
Income Restricted	6	701	269	0.38	0.23	59%

Table 12: Parking Provided and Utilized at Properties between 0.3 and 0.5 Miles from Station

0.3 mi. - 0.5 mi.	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	57	15,752	19,356	1.23	0.73	59%
Market Rate	46	14,470	18,128	1.25	0.75	60%
Mixed Income	1	396	362	0.91	0.62	68%
Income Restricted	10	886	866	0.98	0.47	48%

Core vs Suburbs

Of the 86 properties analyzed, 45 are in Denver, where relatively sophisticated parking requirements may influence properties' provision of 0.04 fewer parking spaces per unit, compared to their suburban counterparts.[10]

Table 13: Parking Provided and Utilized at Properties Located in Denver

Denver	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	45	10,217	11,801	1.16	0.68	59%
Market Rate	27	8,081	10,109	1.25	0.75	60%
Mixed Income	3	609	614	1.01	0.59	58%
Income Restricted	15	1,527	1,078	0.71	0.35	49%

Table 14: Parking Provided and Utilized at Properties not Located in Denver

Non-Denver	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	41	12,205	14,641	1.20	0.72	60%
Market Rate	38	11,769	14,353	1.22	0.73	60%
Mixed Income	2	376	231	0.61	0.32	52%
Income Restricted	1	60	57	0.95	0.65	68%

Transit-Oriented Development Typology

In 2015, the City and County of Denver's Transit-Oriented Development Strategic Plan classified all 29 stations in the city into five typologies: Downtown, Urban Center, General Urban, Urban, and Suburban. Of 45 analyzed properties in all five Denver typologies, the five properties in the Downtown typology near Union Station – arguably the region's most transit-oriented and walkable environment – exhibit the lowest parking provision (0.96

[10] Denver Zoning Code allows for alternative parking ratios (Art. 10.4.5.2) and parking reductions (Art. 10.4.5.3).

parking spaces per unit) among the five typologies but the highest parking utilization (0.76 parking spaces per unit), despite all five requiring an additional for parking fee (i.e., unbundling). Four market-rate properties where residents use 0.77 parking spaces per unit on average significantly influence the high utilization rate. Income-restricted properties in the Urban and General Urban typologies exhibit the lowest rates of parking supply (0.58 and 0.54 parking spaces per unit, respectively) and parking demand (0.28 and 0.29 parking spaces per unit, respectively).

Table 15: Parking Provided and Utilized at Properties per Denver Downtown Typology

Downtown	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	5	1,592	1,522	0.96	0.76	79%
Market Rate	4	1,485	1,396	0.94	0.77	82%
Mixed Income	0	-	-	-	-	N/A
Income Restricted	1	107	126	1.18	0.59	50%

Table 16: Parking Provided and Utilized at Properties per Denver Urban Center Typology

Urban Center	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	15	3,862	4,844	1.25	0.74	59%
Market Rate	12	3,616	4,586	1.27	0.76	60%
Mixed Income	0	-	-	-	-	N/A
Income Restricted	3	246	258	1.05	0.50	48%

Table 17: Parking Provided and Utilized at Properties per Denver Urban Typology

Urban	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	6	1,176	1,243	1.06	0.47	44%
Market Rate	2	537	874	1.63	0.70	43%
Mixed Income	0	-	-	-	-	N/A
Income Restricted	4	639	369	0.58	0.28	48%

Table 18: Parking Provided and Utilized at Properties per Denver General Urban Typology

General Urban	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	15	3,083	3,601	1.17	0.65	55%
Market Rate	7	2,055	2,761	1.34	0.74	55%
Mixed Income	3	609	614	1.01	0.59	58%
Income Restricted	5	419	226	0.54	0.29	53%

Table 19: Parking Provided and Utilized at Properties per Denver Suburban Typology

Suburban	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	4	504	591	1.17	0.73	62%
Market Rate	2	388	492	1.27	0.81	64%
Mixed Income	0	-	-	-	-	N/A
Income Restricted	2	116	99	0.85	0.43	51%

Property Age

Property age does not clearly affect parking supply or demand. In terms of parking provision, whereas the 22 properties built before 2010 and the 38 properties built after 2015 have higher per-unit supply (1.21 and 1.28 parking spaces per unit, respectively), the 26 properties built between 2010 and 2015 offer only 1.01 parking spaces per unit, which may reflect financing constraints during the Great Recession.

Table 20: Parking Provided and Utilized at Properties Built before 2010

Pre-2010	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	22	6,420	7,771	1.21	0.74	61%
Market Rate	16	5,398	7,175	1.33	0.81	61%
Mixed Income	2	662	488	0.74	0.47	64%
Income Restricted	4	423	189	0.45	0.22	49%

Table 21: Parking Provided and Utilized at Properties Built between 2010 and 2014

2010-2014	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	26	5,959	6,014	1.01	0.67	66%
Market Rate	19	5,367	5,593	1.04	0.70	67%
Mixed Income	1	110	105	0.95	0.51	53%
Income Restricted	6	482	316	0.66	0.37	56%

Table 22: Parking Provided and Utilized at Properties Built after 2015

2015-2019	Properties	Units	Parking Spaces	Spaces Provided Per Unit	Spaces Utilized Per Unit	Percent Utilized
All Properties	38	8,713	11,125	1.28	0.70	55%
Market Rate	30	8,074	10,421	1.29	0.72	56%
Mixed Income	2	213	252	1.18	0.53	45%
Income Restricted	6	426	452	1.06	0.49	46%

Recommendations

Together, RTD's ridership and parking research encourage changes to parking policy in Metro Denver, and several planning and development partners have the opportunity to drive that change for mutual benefit.

RTD

Understanding that low-income households utilize transit more and demand parking less than higher income neighbors, RTD should amend its policy for joint development (i.e., redevelopment of agency property) to prefer income-restricted housing in order to increase ridership, which market-rate housing is less likely to accomplish. Considering income-restricted properties' relatively low parking demand, RTD should negotiate with developers to share parking between transit patrons and residents and encourage municipalities to recognize lower parking demand at income-restricted housing, either by right or through variances from unduly high minimum parking requirements.

While promoting affordable housing through redevelopment of RTD parking facilities may be a laudable goal, RTD's limited property holdings in station areas as well as competition for maintaining or expanding parking for transit patrons minimize the potential impact of that effort and so invites collaboration from municipalities.

Municipalities

Municipalities could expand the impact of co-locating income-restricted housing in station areas by amending local zoning or issuing variances from parking requirements to encourage affordable housing in station areas through context-sensitive parking requirements. The City and County of Denver exemplifies several leading practices: the zoning code allows reducing minimum parking requirements by 25 percent for all properties within 0.25 miles of a station; the Dedicated Affordable Housing Fund and other funding sources prioritize financial support to transit-rich neighborhoods; recently published recommendations for transportation demand management complement significant station-area investments; and the proposed Affordable Housing Zoning Incentive would reduce parking requirements citywide (coincidentally consistent with RTD's expansive bus network in the region's core).

Developers and Financial Partners

Developers and their financial partners should consider and expand on this research to make data-driven, evidence-based decisions about development that will attract residents who prefer a transit-oriented lifestyle and other amenities that reduced or deferred project costs can support. Relevant for income-restricted housing that relies on low-income housing tax credits, the Colorado Housing and Finance Authority has shown interest in considering revisions to its qualified allocation plan in order to increase funding for non-parking transportation resources. The Colorado Chapter of the Urban Land Institute also has expressed support to advance these findings among members.

Financial partners play a significant role in Denver's transit-oriented affordable housing landscape, with many of them, as well as the City and County of Denver, the Colorado Housing and Finance Authority, and state agencies, investing in the Denver Region Transit-Oriented Development Fund to provide low-interest loans to affordable-housing developers in transit-rich neighborhoods. In addition, Mile High Connects provides a forum for government, funders, and advocates to identify and secure broad community benefits through station-area development.

Conclusion

An analysis of peak-hour parking demand at 86 leased-up apartment buildings across Metro Denver found utilization ranging from 60 percent at market-rate properties to 50 percent at income-restricted properties.

Planning and development partners should tailor parking requirements for station-area development's unique mobility landscape.

Those low utilization rates represent substantial and unnecessary additional development cost, which developers may pass on to residents through higher rents, fewer units, and reduced services. In the second fastest-gentrifying region in the country, that cost particularly burdens low-income households, who are more likely to use transit than parking. Backed by these findings, planning and development partners should tailor parking requirements to station-area developments' unique mobility landscape in order to achieve shared goals for enhanced public welfare and economic vitality.

Appendix

RTD Residential Property Parking Survey

(Created and distributed with Google Forms)

The RTD Residential Property Parking Survey is designed to understand current parking demand at residential properties near train and bus rapid transit stations to inform future parking supply provided in transit-served areas. RTD will aggregate and anonymize your response and others and publish findings on our website. Your participation is voluntary and the survey should take less than 10 minutes to complete. Please contact [Name] at [Name]@RTD-Denver.com for further information. Thank you!

Property Information

1. How many units are there in the property? (E.g., 100 units)
2. How many of those total units are leased? (E.g., 85 units)
3. How many of those total units are income-restricted? (E.g., 40 units)
4. How many studio apartments are in the property?
5. How many one-bedroom apartments are in the property?
6. How many two-bedroom apartments are in the property?
7. How many three-bedroom apartments are in the property?
8. What is the average monthly rent for a market-rate studio apartment?
9. What is the average monthly rent for a market-rate one-bedroom apartment?
10. What is the average monthly rent for a market-rate two-bedroom apartment?
11. What is the average monthly rent for a market-rate three-bedroom apartment?

Parking Information

12. How many parking spaces are available at the property for passenger vehicles?
13. Is parking for passenger vehicles included (i.e., bundled) in a tenant's lease? *Mark only one oval.*
    a. Yes *Skip to question 14*
    b. No *Skip to question 17*
    c. Other:
14. How many parking spaces are provided in the lease? (Please express in terms of per unit, per bedroom, etc. E.g., 1 space per unit)
15. Can a tenant receive additional parking beyond what is guaranteed in its lease? *Mark only one oval.*
    a. Yes
    b. No
    c. Other:
16. Can the tenant decline to use parking in order to reduce the lease payment? *Mark*

only one oval.

a. Yes *Skip to question 18*
b. No *Skip to question 18*
c. Other:

17. What is the monthly cost of reserving a parking space? (If applicable, please specify different costs for covered or uncovered parking, for first, second, or third spaces, etc. E.g., "$75 for first covered, $50 for first uncovered; $100 for each additional covered or uncovered")
18. Is there a waitlist for parking spaces? *Mark only one oval.*

a. Yes
b. No
c. Other:

19. In addition to parking for tenants, does the property provide parking for any of the following users? *Check all that apply.*

a. N/A - the property does not provide parking for any other user
b. Property management
c. Visitors
d. Car sharing
e. Nearby business employees
f. Nearby retail customers
g. Nearby residents
h. General public - hourly
i. General public - daily
j. Other:

20. Do you think tenants are parking off-site? *Mark only one oval.*

a. Yes
b. No
c. Other:

21. If you do think tenants park off-site, where and why?
22. Does the property provide any of the following to tenants? *Check all that apply.*

a. RTD pass subsidy
b. RTD service info (e.g., schedules and maps)
c. Shuttle service
d. Carshare membership subsidy
e. Bikeshare membership subsidy
f. Bike parking - uncovered
g. Bike parking - covered
h. Bike parking - secured (e.g., in a locker or locked room)
i. Bike maintenance equipment
j. Other:

23. Do you hear from tenants any recurring comments or complaints about parking or transportation in/around the property?

Contact Information

24. Property Name
25. Property Address - Street & City
26. Property Management Company
27. Property Manager Name
28. Property Manager Phone Number
29. Property Manager Email Address

Thank you!

30. Thanks for your help! RTD may follow up with questions. Please feel free to provide additional comment below.

LOT 21 BLOCK 1 DISCOVERY OFFICE PARK

PLANNED DEVELOPMENT AMENDMENT NO.2

SUPERIOR, COLORADO

LOT 21, BLOCK 1, DISCOVERY OFFICE PARK/ SUPERIOR TOWN CENTER REPLAT NO. 3

SITUATED IN THE WEST $\frac{1}{2}$ OF SECTION 19, T1S, R69W OF THE 6TH P.M.

LEGAL DESCRIPTION

LOT 21, BLOCK 1, DISCOVERY OFFICE PARK/SUPERIOR TOWN CENTER REPLAT NO.3, RECORDED APRIL 12, 2018 UNDER RECEPTION NO. 03650274, COUNTY OF BOULDER STATE OF COLORADO.

CONTAINS 1.784 ACRES

BASIS OF BEARING: ASSUMING THE NORTH LINE OF LOT 21, BLOC 1, DISCOVERY OFFICE PARK/SUPERIOR TOWN CENTER REPLAT NO. 3, AS BEARING NORTH 74°56'24"E AS MONUMENTED AS SHOWN ON THE PLAT, BEING A GRID BEARING OF THE COLORADO STATE PLAN COORDINATE SYSTEM, NORTH ZONE, NORTH AMERICAN DATUM 1983/2011, A DISTANCE OF 421.03 FEET WITH ALL OTHER BERAING CONTAINED HEREIN RELATIVE THERETO.

THE LINEAR DIMENSIONS ARE CONTAINED HEREIN ARE BASED UPON THE "US SURVEY FOOT".

BENCHMARK: UDFCD DISK ON SOUTHEAST CORNER OF MCCASLIN BRIDGE OVER COAL CREEK, ELEVATION 5489.55 NAVD88 DATUM.

BOARD OF TRUSTEES CERTIFICATE

APPROVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, STATE OF COLORADO.

WITNESS MY HAND THE CORPORATE SEAL OF THE TOWN OF SUPERIOR DAY OF _____, 20_____.

ATTEST: _____ _____
TOWN CLERK MAYOR

PLANNING COMMISSION CERTIFICATE

RECOMMENDED APPROVAL THIS _____ DAY OF _____, 20_____, BY THE TOWN OF SUPERIOR PLANNING COMMISSION, RESOLUTION NO. PC _____ SERIES 20 _____.

TOWN CLERK CERTIFICATE

I HEREBY CERTIFY THAT THIS INSTRUMENT WAS APPROVED BY THE BOARD OF TRUSTEES BY {RESOLUTION/ ORDINANCE} NO. _____, SERIES 20 ____, ON THIS _____ DAY OF _____, 20_____, AND WAS FILED IN MY OFFICE ON THE _____ DAY OF _____, 20 _____, AT _____O'CLOCK _____M.

_____
TOWN CLERK

CERTIFICATE OF OWNERSHIP:

I CERTIFY THAT I,_____, AM AN OWNER REPRESENTATIVE

OF THE PROPERTY AND CONSENT TO THIS PLAN.

IN WITNESS WHEREOF I HEREUNTO SET MY HAND THIS ___ DAY OF _____,

20___.

_____

AWEIDA PROPERTIES, INC.

STATE OF COLORADO)

) SS.

COUNTY OF BOULDER)

THE FOREGOING CERTIFICATE OF OWNERSHIP WAS ACKNOWLEDGED BEFORE ME THIS

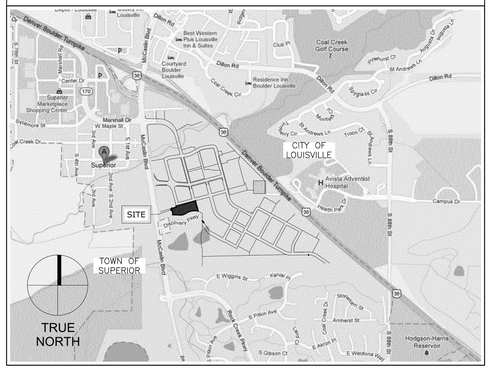
_____ DAY OF _____, 20__, BY

_____.

MY COMMISSION EXPIRES:_____

_____
NOTARY PUBLIC

VICINITY MAP



SCHEDULE OF USES

THE CONCEPTUAL USE FOR THIS PARCEL IS RESIDENTIAL.

THE ZONING FOR THIS PARCEL IS PLANNED DEVELOPMENT.

PERMITTED USES:

- ATTACHED RESIDENTIAL - SENIOR AFFORDABLE*
- ACCESSORY USES INCLUDING PARKING, LEASING OFFICE, AND RESIDENT AMENITIES

NO OTHER USES WILL BE PERMITTED WITHOUT THE APPROVAL OF THE TOWN OF SUPERIOR. ANY OTHER USES AND/OR DEVELOPMENT STANDARDS NOT SPECIFICALLY ADDRESSED BY THIS PLANNED DEVELOPMENT SHALL BE DETERMINED BY THE MOST CURRENT PROVISIONS OF THE TOWN OF SUPERIOR LAND USE CODE.

*"SENIOR" SHALL MEAN FOR PERSONS 55 YEARS OF AGE AND OLDER. AFFORDABLE SHALL BE CONSISTENT WITH THE SUPERIOR MUNICIPAL CODE DEFINITION OF AFFORDABLE HOUSING DEVELOPMENT AS STATED IN SECTION 16-38-20.

SCHEDULE OF REQUIREMENTS

MAXIMUM BUILDING ELEVATION:	ELEVATION 5540.5' NAVD 88 ELEVATION 5550.2' NAVD 88 (ENTRY ELEMENTS, TOWERS, MECHANICAL SCREENS - LIMITED TO 22.5% OF THE FOOTPRINT) THESE ELEVATIONS SUPERCEDE BUILDING "HEIGHT" MEASUREMENTS FROM AVERAGE GRADE AS OUTLINED IN TOWN CODE
MAXIMUM NUMBER OF STORIES:	3 ABOVE STREET LEVEL
MAXIMUM FLOOR AREA RATIO:	1.5
BUILDING SETBACKS:	
FRONT (OLD RAIL WAY):	70-80% OF BUILDING SETBACK 0'-3'; 20-30% OF BUILDING SETBACK 3'-5'
SIDE:	10 FEET MINIMUM
REAR:	75 FEET MAXIMUM FROM OLD RAIL WAY
OFF-STREET PARKING REQUIRED:	
RESIDENTIAL - AFFORDABLE:	0.5 SPACES PER UNIT, 0.1 VISITOR SPACE PER UNIT
OPEN SPACE:	30% MINIMUM

DESIGN ELEMENTS

DEVELOPMENT AND ARCHITECTURE SHALL CONFORM TO APPLICABLE PROVISIONS OF THE SUPERIOR TOWN CENTER DESIGN GUIDELINES FOR PLANNING AREA 2, WITH THE FOLLOWING EXCEPTIONS:

- 6.3B: FLOOR TO FLOOR HEIGHT OF GROUND LEVEL TO SECOND FLOOR SHALL RANGE FROM 12' TO 16'
- 6.4F: GREEN ROOF IS NOT REQUIRED
- 8.4B: THE PRIMARY ROOF FORM MAY BE A FLAT ROOF REGARDLESS OF BUILDING HEIGHT
- 8.6B: MECHANICALLY VENTILATED PARKING UNDER BUILDINGS IS ALLOWED
- 8.9A: PRIVATE OR SEMI-PRIVATE OPEN SPACE, SUCH AS A YARD, PORCH, PATIO, OR BALCONY, IS NOT REQUIRED.
- 8.10B: HIGH DENSITY RESIDENTIAL FLATS TYPOLOGY MAY HAVE 1-BEDROOM UNITS RANGING IN SIZE FROM 550 TO 800 SF, AND TWO BEDROOM UNITS RANGING IN SIZE FROM 800 TO 1,200 SF.

PROPERTY OWNER
AWEIDA PROPERTIES INC.
500 DISCOVERY PARKWAY
SUITE 300
SUPERIOR, CO 80027
DAN AWEIDA
303-664-9520

DEVELOPER
PENNROSE, LLC
1800 WAZEE STREET
SUITE 353
DENVER, CO 80202
SHANNON COX BAKER
720-307-8151

CIVIL ENGINEER
CIVIL RESOURCES, LLC
JIM BRZOSTOWICZ, P.E.
PRINCIPAL / CIVIL ENGINEER
8308 COLORADO BLVD, SUITE 200
FIRESTONE, CO 80504
303-833-1416 X 203

ARCHITECT
SAR+
1550 WYNKOOP STREET
SUITE 100
DENVER, CO 80202
SEAN JURSNICK, AIA
303-634-8660

SURVEYOR
KING SURVEYING
PAUL GROVES
650 E. GARDEN DRIVE
WINDSOR, CO 80550
paulg@kingsurveying.com

SHEET INDEX	
NUMBER	TITLE
1	COVER SHEET
2	SITE PLAN

LOT 21 BLOCK 1 DISCOVERY OFFICE PARK
PLANNED DEVELOPMENT AMENDMENT NO.2
SUPERIOR, COLORADO

REVISIONS

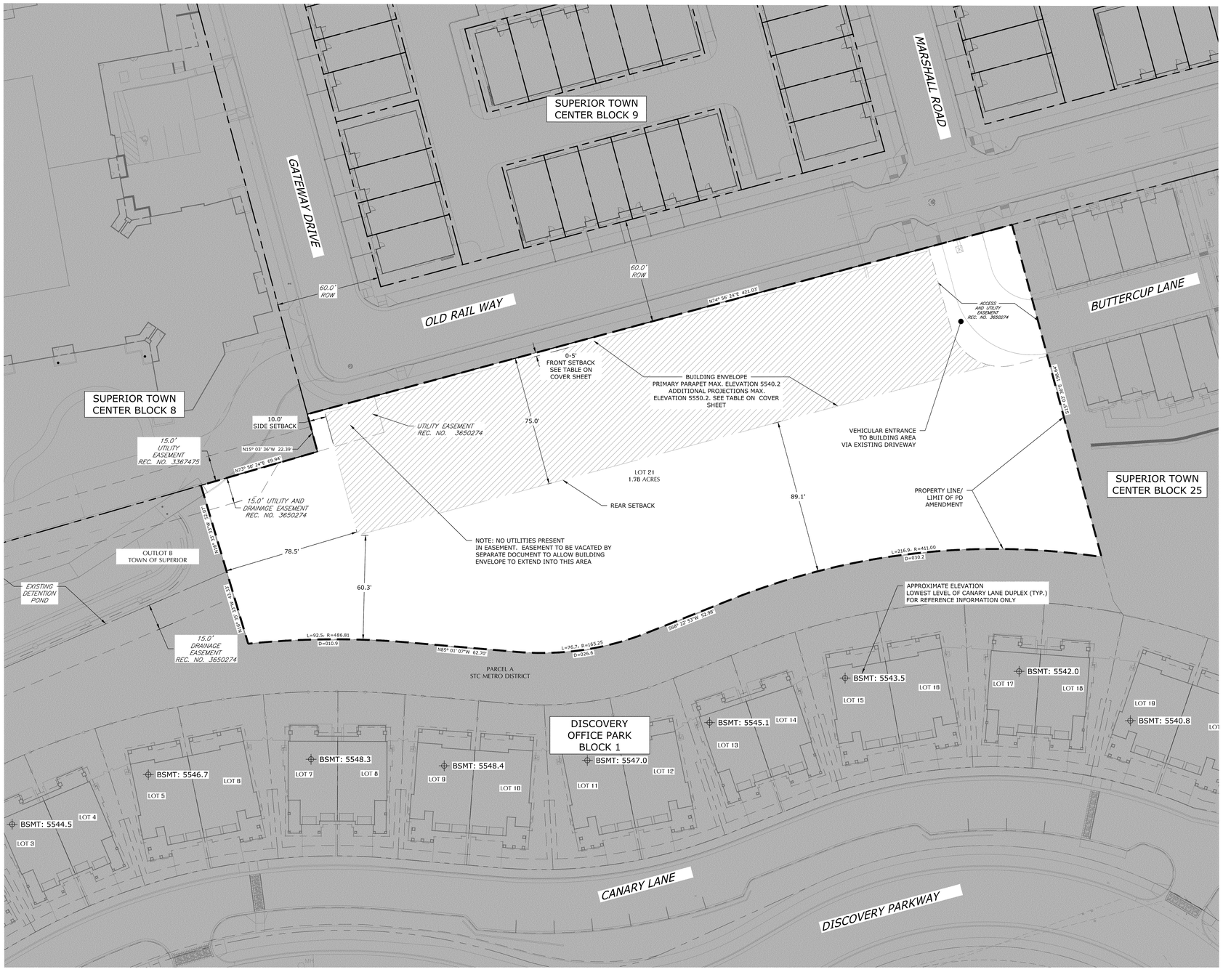
NO.	DESCRIPTION	DATE
1	STAFF COMMENTS	3/15/24

Vested Rights:
This Plan constitutes a Site Specific Development Plan as defined in Section 24-68-101, et, seq., C.R.S., and Chapter 16 of the Superior Municipal Code. The terms and conditions of such plan approval are contained in Resolution No._____ adopted by the Town Board of Trustees on _____ and available at the , available at the Superior Town Hall, 124 East Coal Creek Drive, Superior, Colorado.

DESIGNED BY: JAB DATE: 02/20/2024
DRAWN BY: CLH SCALE:NONE
CHECKED BY: JAB
JOB NO.: 365.001
DWG NAME: DOPLot21PDA_CVR.dwg

COVER SHEET

SHEET:
SHEET 1 OF 2



NORTH

0 15 30
(IN FEET)
1"=30'

LEGEND:

THIS PDA		SEPARATE FDP
	PROPERTY LINE	
	PDA LIMIT LINE	
	EASEMENT	
	AREA OUTSIDE PDA LIMITS	
	BUILDING ENVELOPE	

LOT 21 BLOCK 1 DISCOVERY OFFICE PARK
PLANNED DEVELOPMENT AMENDMENT NO.2
SUPERIOR, COLORADO

REVISIONS		
NO.	DESCRIPTION	DATE
1	STAFF COMMENTS	3/15/24

Vested Rights:
This Plan constitutes a Site Specific Development Plan as defined in Section 24-68-101, et, seq., C.R.S., and Chapter 16 of the Superior Municipal Code. The terms and conditions of such plan approval are contained in Resolution No._____ adopted by the Town Board of Trustees on _____ and available at the , available at the Superior Town Hall, 124 East Cool Creek Drive, Superior, Colorado.

DESIGNED BY: JAB	DATE: 02/20/2024
DRAWN BY: CLH	SCALE:1"=30'
CHECKED BY: JAB	
JOB NO.: 365.001	
DWG NAME: DOPLot21PDA_OSP.dwg	

SITE PLAN

SHEET:
SHEET 2 OF 2

J:\Penrose - 365\365.001 Superior\Drawings\Sheets\PDA\DOPLot21PDA_OSP.dwg

TOWN OF SUPERIOR
PLANNING COMMISSION
RESOLUTION NO. PC-2
SERIES 2024

A RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF SUPERIOR RECOMMENDING APPROVAL OF A SECOND AMENDMENT TO THE PLANNED DEVELOPMENT PLAN FOR DISCOVERY OFFICE PARK (CASE NO. PDA-2024-01)

WHEREAS, Awieda Properties, Inc. ("Applicant") owns certain property located in the Town of Superior that is generally described as Discovery Office Park (the "Property");

WHEREAS, Applicant has filed an application (the "Application") for a second amendment to the Planned Development Plan for the Property ("PDA #2");

WHEREAS, the Board of Trustees approved the first PD Plan for the Property in March 2001;

WHEREAS, the Board of Trustees approved the first PD Plan Amendment for the Property in May 2014;

WHEREAS, pursuant to Section 16-10-30(c)(5) of the Superior Municipal Code (the "Code"), an amendment to a PD Plan is treated as a new plan, and the specific review criteria are set forth in Section 16-10-30(b) of the Code;

WHEREAS, Section 16-10-30(c)(3) of the Code requires a public hearing before the Planning Commission and recommendation by the Planning Commission to the Board of Trustees regarding an amendment to a PD Plan; and

WHEREAS, on March 19, 2024, the Planning Commission held a properly-noticed public hearing on the Application.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE TOWN OF SUPERIOR, COLORADO, as follows:

Section 1. The Planning Commission hereby finds that PDA #2 satisfies the applicable approval criteria in the Code, and recommends that the Board of Trustees approve the Application, subject to the following conditions:

A. Prior to executing and recording final mylars, Applicant shall make minor technical and redline corrections to plans as identified by Town staff;

B. Applicant shall submit the final PD plan prior to executing and recording final mylars;

C. Applicant shall reduce reflectively of the roof to the extent possible;

D. Applicant shall reduce the noise stemming from the mechanical ventilation of the parking area to the extent possible;

E. Applicant shall add additional, meaningful outdoor space to the extent possible; and

F. Additionally, the Planning Commission recommends the Applicant add 0.5 bike parking spaces per unit to accommodate for the decrease in parking.

Section 2. This Resolution is hereby adopted by a majority of those Planning Commissioners present to hear the Application according to the following numbers of votes:

7 "yes" votes

0 "no" votes

ADOPTED this 19th day of March, 2024.

David J. Harper

David Harper, Chairperson

ATTEST:

Lydia Tecke, Town Clerk

THE TOWN OF SUPERIOR SEAL COLORADO

ITEM NO. 9

INFORMATION FOR MEETING
OF THE SUPERIOR BOARD OF TRUSTEES

AGENDA ITEM NAME: **Town of Superior's Possible Withdrawal from the Rocky Mountain Metropolitan Airport – Community Noise Roundtable**

MEETING DATE: **April 8, 2024**

PRESENTED BY: **Matt Magley, Town Manager**

PRESENTED FOR: **Discussion**

BACKGROUND:

This items has been scheduled for Board discussion of whether or not to withdraw from the Rocky Mountain Metropolitan Airport Community Noise Roundtable. Recently, the City and County of Broomfield announced that it planned to withdraw from the Roundtable. There is a meeting of the Community Noise Roundtable scheduled for April 4, 2024 with an agenda item for the participating jurisdictions to discuss and determine if the IGA for the Roundtable should be terminated.

In late 2020, a Community Noise Roundtable was established by communities surrounding the airport to provide a channel of communication in making suggestions regarding changes to mitigate noise from the airport. The Roundtable includes: Jefferson County, Boulder County, City and County of Broomfield, Cities of Arvada, Westminster, Lafayette, Louisville and Town of Superior. The Roundtable has been meeting since 2021. The Roundtable seeks to:

- Identify the dimension of noise issues, discover possible mitigation actions, find opportunities for implementation of mitigation measures, and evaluate the effectiveness of the mitigation measures;
- Share up-to-date data in order to identify potential voluntary noise reduction opportunities;
- Identify potential operational changes to the Airport that would require federal approval;

- Build consensus around recommendations for noise reduction measures, whether voluntary or mandatory (understanding that mandatory measures require FAA approval);
- Review available data regarding noise reduction measures; and
- Review Airport development plans, operational changes and surrounding community development plans for associated noise impacts.

ATTACHMENTS:

- IGA
- Bylaws

INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE ROCKY MOUNTAIN METROPOLITAN AIRPORT COMMUNITY NOISE ROUNDTABLE

THIS INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE ROCKY MOUNTAIN METROPOLITAN AIRPORT COMMUNITY NOISE ROUNDTABLE (this "Agreement", this "Intergovernmental Agreement" or this "Establishing Agreement") is entered into as of the 1st day of December, 2020 (the "Effective Date"), by and between the County of Jefferson, State of Colorado, for and on behalf of the Rocky Mountain Metropolitan Airport; the County of Boulder, State of Colorado; the City and County of Broomfield, State of Colorado; the City of Westminster, State of Colorado; the City of Arvada, State of Colorado; the Town of Superior, State of Colorado; and the City of Louisville, State of Colorado; (hereinafter singularly as a "Member" or "Local Government Member" and collectively as the "Members" or "Local Government Members").

RECITALS

A. The Board of County Commissioners of Jefferson County created the Jefferson County Airport Authority pursuant to C.R.S. 41-3-101 et seq. on December 15, 1965, and in April of 1966, Jefferson County conveyed property to the Jefferson County Airport Authority for the creation and operation of a county airport.

B. On November 8, 1998, by resolution the Board of County Commissioners of Jefferson County terminated the Jefferson County Airport Authority and transferred the assets and operations of the Jefferson County Airport back to the County of Jefferson, State of Colorado as permitted by statute.

C. The County of Jefferson, State of Colorado ("Jefferson County") currently owns and operates the Rocky Mountain Metropolitan Airport, formerly the Jefferson County Airport (the "Airport" or "RMMA") which is located in the northern section of Jefferson County and contains approximately 500 acres of land.

D. The Airport's location just south of US Highway 36 and Wadsworth Boulevard along the Denver-Boulder highway corridor allows the Airport to contribute over $730 million dollars in business revenue to the region based on the 2020 Airport Economic Impact Report done by the Colorado Department of Transportation.

E. Since the 1970s, the Airport has been a general aviation airport that is supported by the United States Federal Aviation Administration ("FAA") through various funding and Jefferson County is bound by certain FAA Grant Assurance as a result of receipt of such funding.

F. As development occurs in and around the Airport, various parties and neighbors become more concerned about the noise and other impacts of the Airport on the surrounding community.

G. The purpose of this Intergovernmental Agreement is to create a voluntary association of the Airport, neighboring communities, federal and state agencies and Airport users to collaboratively identify solutions to address community concerns regarding noise impacts surrounding Rocky Mountain Metropolitan Airport.

H. The Members have determined that the most effective way to continue pursuit of such goals and objectives is to create a Rocky Mountain Metropolitan Airport Community Noise Roundtable ("RMMA-CNR" or "Roundtable"). Through its membership and participation of other non-member parties including locally appointed community representatives, Airport staff, Airport users, staff from the FAA and other local agencies, the Roundtable acts as a forum that attempts to achieve cooperation between all of these groups in accomplishing Airport noise reduction.

I. The Members have the authority pursuant to Article XIV, Section 18 of the Colorado Constitution and Colorado Revised Statute ("CRS") Section 29-1-203, to cooperate or contract with each other to address noise issues within their communities and to establish the Rocky Mountain Metropolitan Airport Community Noise Roundtable to address noise impacts surrounding the Rocky Mountain Metropolitan Airport.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and benefits of this Agreement the Members hereby covenant and agree as follows with respect to the formation and operation of the Rocky Mountain Metropolitan Airport Community Noise Roundtable:

ARTICLE I
NAME AND PURPOSE

1. **Establishment of Community Roundtable**. The Members hereby create and establish a community roundtable known as the "Rocky Mountain Metropolitan Airport Community Noise Roundtable," pursuant to CRS Section 29-1-203 to carry out the provisions of this Agreement and to advance the purposes and goals of the Rocky Mountain Metropolitan Airport Community Noise Roundtable as set forth herein.

2. **Purpose**. The purpose of the Rocky Mountain Metropolitan Airport Community Noise Roundtable is to provide for and promote a regional, coordinated approach to collaborate on and address the noise impacts to the community surrounding the Rocky Mountain Metropolitan Airport. RMMA-CNR is a voluntary association of the Airport, neighboring communities, federal and state agencies and airport users created to collaboratively identify solutions to address community concerns regarding airport noise impacts surrounding Rocky Mountain Metropolitan Airport. In a non-adversarial and collaborative open forum, RMMA-CNR will seek to:

a. Identify the dimension of noise issues, discover possible mitigation actions, find opportunities for implementation of mitigation measures, and evaluate the effectiveness of the mitigation measures;
b. Share up-to-date data in order to identify potential voluntary noise reduction opportunities;
c. Identify potential operational changes to the Airport that would require federal approval;
d. Build consensus around recommendations for noise reduction measures, whether voluntary or mandatory (understanding that mandatory measures require FAA approval);
e. Review available data regarding noise reduction measures; and

f. Review Airport development plans, operational changes and surrounding community development plans for associated noise impacts.

3. **Powers**. The Members acknowledge and agree that the Roundtable is not a separate legal entity and does not have any authority to act separate from its Members.

ARTICLE II
MEMBERSHIP

1. **Membership**. The Members of the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall consist of the Local Government Members as defined above, and such other Members as may join the Roundtable from time to time, as set forth herein and in a set of duly approved bylaws of the Roundtable (the "Bylaws"). Initial membership in the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall consist of counties, cities, or towns with jurisdictional boundaries that lie within or intersect with the Class D airspace of Rocky Mountain Metropolitan Airport and who are signatories to this Agreement.

2. **Additional Roundtable Participants**. Other parties, who will be called the Ex-Officio Participants or Community Participants, shall be permitted to participate in the Rocky Mountain Metropolitan Airport Community Noise Roundtable. Ex-Officio Participants and Community Participants are not Members of the Roundtable and shall have no voting rights except as otherwise may be provided in the Bylaws, if any. Ex-Officio Participants shall include staff from the Rocky Mountain Metropolitan Airport, and state and federal government agencies with a role in aviation, noise or other regulatory affairs as appliable to the Roundtable's goals and objectives. Community Participants shall include homeowners' associations, other community organizations and individuals that desire to participate in the Roundtable.

3. **Additional Members**. Additional counties, cities, or towns may be allowed to join the Roundtable as a Local Government Member upon: a) a finding that such jurisdiction can demonstrate direct impacts from Rocky Mountain Metropolitan Airport operations, and b) upon approval of a majority of the then-existing Roundtable Members. Additional Local Government Members will be required to execute an amendment to this Agreement which contains reasonable terms and conditions requiring such party to reimburse the then-existing Members or the Roundtable's fiscal agent, as described below, for a reasonable share of expenses incurred and expended by the Members and to assume a fair and equitable share of the ongoing liabilities of the Roundtable, and will require the payment of such other sums to the Roundtable's fiscal agent as may be provided in the amendment. The amendment will specify the rights, powers, duties, and obligations of any new Member.

4. **Withdrawal**. Any Member may withdraw from the Rocky Mountain Metropolitan Airport Community Noise Roundtable by giving thirty (30) days written notice to the Chairman of the Roundtable and the Rocky Mountain Metropolitan Airport of its intent to withdraw. Such withdrawing Member shall pay all of its obligations arising hereunder or pursuant to the Bylaws until the effective date of its withdrawal; provided, however, that if a Member determines to withdraw from the Roundtable after October 31 of the then-current calendar year, the withdrawing Member shall be required to pay the full amount of the Member's annual dues for the ensuing year. As of the effective date of withdrawal, the withdrawing Member shall lose all rights and benefits under this Agreement. A withdrawing Member shall have no obligation, financial or otherwise, to the Roundtable following the effective date of its withdrawal, except as otherwise provided herein and except that if such withdrawing Member is bound by any ongoing, long-term, or other obligation in its capacity as a Member of the Roundtable that

cannot be completed by the effective date of withdrawal, such withdrawing Member shall be bound by the terms of that obligation and shall provide therefore until such obligation has been discharged. A withdrawing Member acknowledges and agrees it may still be required to review and respond to proposed changes in Airport policies or procedures prior to FAA review regardless of the status of its membership in the Roundtable.

5. **Defaulting Member/Failure to Pay Annual Dues**. Should any Member of the Roundtable fail to comply with the terms of the Establishing Agreement or these Bylaws, including, but not limited to, failure to pay funds to satisfy its annual dues assessment prior to April 1 of any year for which such dues are authorized and failure to remit such payment to the Jefferson County Treasurer through the Rocky Mountain Metropolitan Airport prior to April 1 of the same year, such failure shall be deemed a default, and the remaining Members in good standing may exercise their rights to recover unpaid dues and seek enforcement of the Establishing Agreement and Bylaws, and all rights and benefits previously accorded to such Member shall be suspended. Rocky Mountain Metropolitan Airport staff will issue a written notice of default to the Member. If the Member is in default and such failure has not been cured within 30 days of receipt of written notice, the membership of a defaulting Member may be terminated at the discretion of the other Members upon a Super Majority Vote (as defined in the Bylaws) of the Members currently in good standing. A terminated Member shall have no obligation, financial or otherwise, to the Roundtable, except as otherwise provided herein and except that if such terminated Member is bound by any ongoing, long-term, or other obligation in its capacity as a Member of the Roundtable that cannot be completed by the effective date of termination, such terminated Member shall be bound by the terms of that obligation and shall provide therefore until such obligation has been discharged. If the defaulting Member does not withdraw or if the defaulting Member is not terminated by a Super Majority Vote of the Members in good standing, the Member shall continue to be charged an annual dues assessment until such time as withdrawal is effective, and until such time, the withdrawing Member shall be required to pay in full all past due obligations to the Roundtable.

ARTICLE III
ROUNDTABLE GOVERNING BODY

1. **Roundtable Governing Body**. All of the Members shall constitute the board of Members of the Roundtable (the "Board") in which all of the power of the Roundtable shall be vested. The Board shall be governed by this Establishing Agreement and the Bylaws and shall be comprised of representatives of the Local Government Members of the Roundtable as set forth in the Bylaws.

2. **Powers**. The Members acknowledge and agree that the Roundtable is not a separate legal entity and does not have authority to act separate from its Members. Except as otherwise provided herein, the Roundtable, acting by and through the Board, shall possess all of the powers, privileges, and duties set forth in the Bylaws. The Bylaws as attached hereto as Exhibit A shall be the official Bylaws of the Roundtable as of the Effective Date until such time as the Bylaws are amended as provided therein.

3. **Voting**. The Members of the Roundtable shall be entitled to vote for Presiding Officers in accordance with the Bylaws. The voting requirements for action by the Board shall also be as set forth in the Bylaws.

4. **Officers**. The officers of the Roundtable, the manner of their selection, and their duties shall be as set forth in the Bylaws.

5. **Compensation**. Members of the Board and officers shall not receive compensation from the Roundtable for their services. Individual Members may reimburse their Roundtable participants for reasonable and necessary expenses incurred on behalf of, and authorized by, such Member to the extent permitted by law.

ARTICLE IV
ROUNDTABLE OBLIGATIONS AND FUNDING

1. **Roundtable Obligations**. The Members acknowledge and agree that the Rocky Mountain Metropolitan Airport Community Noise Roundtable is not a separate legal entity, but rather is a coordinated group of local governments governed by the terms of this Establishing Agreement.

2. **Fiscal and Contracting Agent**. Jefferson County, acting through the Rocky Mountain Metropolitan Airport staff, shall be the fiscal and contracting agent for the Rocky Mountain Metropolitan Airport Community Noise Roundtable. Staff for the Rocky Mountain Metropolitan Airport shall establish a separate account within the Airport fund to collect and fund Roundtable obligations. All financial reporting and purchasing on behalf of the Roundtable shall be performed consistent with Jefferson County's then-current policies and procedures.

3. **Member Dues**. The Members shall provide funds to the Roundtable pursuant to a dues structure as set forth in the Bylaws, the amount of such dues for the following calendar year to be determined by the Board by no later than July 31 of the then-current calendar year as determined by the Board. The Members hereby agree that for calendar year 2021 the dues shall be $3,600 per Member which funds shall be used initially for retaining and hiring a third-party facilitator to assist with the formation and operation of the Roundtable.

4. **Liabilities, Insurance, and Governmental Immunity**. As the Roundtable is not a separate legal entity, the organization shall not maintain a separate insurance policy and as such the Roundtable will rely upon each Member's insurance with respect to its operations. Nothing in this Agreement shall be construed as a waiver of any defense available to any Member under the Governmental Immunity Act or any similar provisions of applicable law.

ARTICLE VI
MISCELLANEOUS

1. **Term**. This Agreement shall commence on the date of its full execution by the parties hereto and shall be deemed to automatically renew each year thereafter, subject to funding of a new budget, unless terminated in accordance with the provisions of this Article.

2. **Amendment**. This Agreement may be supplemented, amended or modified only by written approval of a majority of the Members to the Agreement.

3. **Termination**. This Agreement may be terminated by approval of a majority of the Members to the Agreement, as such Agreement is amended from time-to-time; provided, however, that this Agreement may not be terminated so long as the Roundtable has obligations outstanding unless provision for full payment of such obligations has been made pursuant to the terms thereof. Liquid assets of the Roundtable remaining after satisfaction of all obligations of the Roundtable shall be equitably distributed to the Members as deemed fair and appropriate by

the Board. In addition, this Agreement shall automatically terminate in the event there are four (4) Members or fewer to this Agreement whether by voluntary withdrawal from the Roundtable or termination as a result of a default as described in Section 5 of Article II above.

4. **Non-Appropriation**. Notwithstanding any other provision contained in this Agreement to the contrary, the payment of Member obligations in fiscal years subsequent to the current year is contingent upon funds for this Agreement being appropriated and budgeted. If funds for this Agreement are not appropriated and budgeted in any year subsequent to the fiscal year of execution of this Agreement by any Member, then it shall be deemed that such Member has withdrawn from the Roundtable upon receipt of such notice of non-appropriation by the Board, and all of such Member's rights and obligations with respect to the Roundtable shall terminate effective as of the date in such notice of non-appropriation. Jefferson County's fiscal year is currently the calendar year.

5. **No Third-Party Rights**. This Agreement does not and shall not be deemed to confer upon or grant to any third party any right enforceable at law or equity arising out of any term, covenant, or condition contained herein or the breach thereof.

6. **Governing Law; Venue**. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado. Venue and jurisdiction for any dispute arising hereunder shall lie with the District Court of Jefferson County.

7. **Severability**. The provisions of this Agreement are severable. If a provision or any part of this Agreement or the application thereof to any person, entity, or circumstance is held invalid, such invalidity shall not affect the other provisions or applications of this Agreement, and in such event this Agreement shall be construed in all respects as if such invalid provision were omitted.

8. **Binding Agreement**. The provisions of this Agreement shall bind and inure to the benefit of each Member and its respective successors and permitted assigns, if any.

9. **Entire Agreement**. This Agreement constitutes and represents the entire, integrated agreement among the Members with respect to the matters set forth herein, and supersedes any and all prior negotiations, representations, agreements, or arrangements of any kind, whether written or oral, with respect to those matters.

10. **Headings**. The headings provided throughout this Agreement are for convenience and reference only and in no way define, limit, or add to the meaning of any provision hereof.

11. **Counterparts and Electronic Signatures**. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. The Members agree to allow the use of electronic signatures for execution of this Agreement. All use of electronic signatures shall be governed by the Uniform Electronic Transactions Act, CRS §§ 24 71.3 101 to -121.

12. **Authority to Enter Agreement**. The signatures of those representatives of the Members below affirm that they are authorized to enter into and execute this Agreement and that all necessary actions, notices, meetings, and/or hearings pursuant to any law required to authorize the execution of this Agreement have been made.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first above written, the Effective Date of this Agreement.

COUNTY OF JEFFERSON, STATE OF COLORADO
For and on behalf of the Rocky Mountain Metropolitan Airport and the County of Jefferson, State of Colorado

By: _____
Lesley Dahlkemper, Chairman,
Jefferson County Board of County Commissioners

Date: _____

Approved as to form:

_____
Deputy County Attorney

COUNTY OF BOULDER, STATE OF COLORADO

By: _____
Deb Gardner, Chair
Boulder County Board of County Commissioners

Date: _____

Approved as to form:

_____
County Attorney

CITY AND COUNTY OF BROOMFIELD, STATE OF COLORADO

By: _____
Patrick Quinn, Mayor

Date: _____

ATTEST:

_____
City and County Clerk

APPROVED AS TO FORM:

_____
City and County Attorney

CITY OF WESTMINSTER, STATE OF COLORADO

By: _____
Name:
Its: _____

Date: _____

Approved as to form:

_____
City Attorney

CITY OF ARVADA, STATE OF COLORADO

By: _____
Marc Williams, Mayor

Date: _____

ATTEST:

_____
City Clerk

Approved as to form:

_____
City Attorney

TOWN OF SUPERIOR, STATE OF COLORADO

By: _____
Clint Folsom, Mayor

Date: _____

ATTEST:

_____
Phyllis L. Hardin, Town Clerk

CITY OF LOUISVILLE, STATE OF COLORADO,
A MUNICIPAL CORPORATION

By: _____
Ashley Stolzmann, Mayor

Date: _____

Attest:

_____
Meredyth Muth, City Clerk

BYLAWS OF THE
ROCKY MOUNTAIN METROPOLITAN AIRPORT
COMMUNITY NOISE ROUNDTABLE

ARTICLE I
PURPOSE

1.1 Purpose. The purpose of the Rocky Mountain Metropolitan Airport Community Noise Roundtable is to provide for and promote a regional, coordinated approach to collaborate on and address the noise impacts to the community surrounding the Rocky Mountain Metropolitan Airport. RMMA-CNR, or the Roundtable, is a voluntary association of the Airport, neighboring communities, federal and state agencies and airport users created to collaboratively identify solutions to address community concerns regarding airport noise impacts surrounding Rocky Mountain Metropolitan Airport pursuant to the Intergovernmental Agreement Establishing the Rocky Mountain Metropolitan Airport Community Noise Roundtable (the "Establishing Agreement"), entered into and effective as of the 1st day of December, 2020. The purpose of these Bylaws is to establish guidelines for the internal structure and conduct of meetings of the Rocky Mountain Metropolitan Airport Community Noise Roundtable (hereinafter referred to as "RMMA-CNR" or the "Roundtable"), its interface with elected and/or appointed officials, other regulatory agencies and the general public.

ARTICLE II
MEMBERSHIP

2.1 Member Entities. The voting members of the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall consist of the Local Government Members that have entered into the Establishing Agreement and as defined below, and such additional parties as may join the Authority from time to time (collectively, the "Members").

2.2 Local Government Members. The Roundtable shall initially have seven (7) Local Government Members, including Jefferson County, Boulder County, the City and County of Broomfield, the City of Westminster, the City of Arvada, the Town of Superior, and the City of Louisville. The Local Government Members shall be the primary funding members of the Roundtable. Additional counties, cities, or towns may be allowed to join the Roundtable as Local Government Members from time to time, as provided in the Establishing Agreement.

ARTICLE III
NON-MEMBER PARTICIPANTS

3.1 Non-Member Participants. The Roundtable shall also have the following non-member participants, who have no voting rights, except as otherwise set forth in these Bylaws:

3.1.1 Ex-Officio Participants. Ex-Officio Participants shall include staff from the Rocky Mountain Metropolitan Airport, state and federal government agencies with a role in aviation, noise or other regulatory affairs as applicable to the Roundtable's goals and objectives. The Ex-Officio Participants shall initially include staff from the Rocky Mountain Metropolitan Airport, the Federal Aviation Administration, the Colorado Department of Transportation, Airports District Office (ADO), KBJC Air Traffic Control (ATC), and Terminal Radar Approach Control (TRACON). Ex-Officio Participants are asked to participate in the Roundtable because of their expertise in the subject matter of the Roundtable. It is anticipated that while Ex–Officio Participants will not be voting on

items relating to the Roundtable, they will actively participate in and present information on a regular basis to the Roundtable as requested by the Chair. The Members may also vote to include additional Ex-Officio Participants as needed from time-to-time based on the Work Program (as defined in Article X) or goals and objectives of the Roundtable. Each Ex-Officio Participant may designate a representative of such party and provide written notice of such representative's name and contact information to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport to be included on communications related to the Roundtable. Ex-Officio Participants are not members of the Roundtable and have no voting rights or other obligations with respect to the Roundtable, including no obligation to pay annual dues. Ex-Officio Participants are encouraged to participate in any public meetings of the Roundtable.

3.1.2. Community Participants. Homeowners' associations, other community organizations and individuals with an interest in noise impacts associated with the operation of Rocky Mountain Metropolitan Airport may participate in the Roundtable as Community Participants. Each Community Participant may designate a representative of such party and provide written notice of such representative's name and contact information to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport to be included on communications related to the Roundtable. Community Participants are not members of the Roundtable and have no voting rights or other obligations with respect to the Roundtable, including no obligation to pay annual dues. Community Participants are encouraged to participate in any public meetings of the Roundtable and will be permitted to speak during the public comment portion of Roundtable meetings along with other members of the public, as applicable. Community Participants may be invited to make presentations or share information with the Roundtable from time to time as requested by the Chair, beyond public comment periods.

ARTICLE IV
BOARD OF MEMBERS FOR THE ROUNDTABLE

4.1 Powers and Duties. The governing body of the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall be a Board of Members (the "Board"). Subject to any limitations of the Establishing Agreement, or these Bylaws, all powers of the Roundtable shall be exercised by, or under the authority of, and the business and affairs of the Roundtable shall be controlled by, the Board. The Board shall collectively act as is necessary and as is authorized by law and by these Bylaws to carry out the provisions of the Establishing Agreement to advance the purpose and goals of the Roundtable, as they now exist or may be amended from time to time. The Members acknowledge and agree that the Roundtable is not a separate legal entity and does not have any authority to act separate from its Members.

4.2 Number of Board Members. The Roundtable's Board shall initially consist of seven (7) representatives, one from each Local Government Member (each a "Board Member"). In the event new Members are added pursuant to the Establishing Agreement, the Board will amend these Bylaws to appropriately address composition of the Board as necessary.

4.3 Representatives of the Local Governments Members.

4.3.1 Primary Board Members. Each Local Government Member shall appoint one (1) Board Member (the "Primary Board Member"). The Board Member for each Local Government Member may be either an elected official of the appointing Member or a staff representative of the Member, as each Member desires, and such party will be

qualified, willing, and able to assume and perform the duties and responsibilities required of the membership including working collaboratively and constructively with the other Members of the Roundtable. Each Local Government Member shall provide written notice of the name and contact information of its appointed Board Member to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport.

4.3.2 Alternate Board Members. Each Local Government Member shall be entitled to appoint one alternate representative to serve on the Board in the absence of the Primary Board Member (the "Alternate Board Member"). Each Alternate Board Member may be an elected official or staff representative of the Member as determined by such Member. Alternate Board Members will be authorized to vote on behalf of such Member at all meetings where the Primary Board Member is absent.

4.3.3 Term. There shall be no restriction on the term of a Primary Board Member or Alternate Board Member for the Local Government Members. Each Local Government Member shall appoint such Primary Board Member and Alternate Board Member as such jurisdiction sees fit who shall serve until a successor is duly appointed as established by such Members' policies and procedures. Any changes in the Local Government Member shall be communicated promptly to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport.

4.3.4 Removal/Vacancies. A Local Government Member may, in its sole discretion at any time, remove its appointed Primary Board Member or an Alternate Board Member. Upon a vacancy in a position which may occur by reason of death, disability, resignation, removal or otherwise of any Primary Board Member or Alternate Board Member, the Local Government Member appointing such party shall, promptly and within 30 calendar days, appoint a successor thereto and provide written notice to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport of such appointment.

4.4 Compensation. The Primary Board Members and Alternate Board Members shall not receive any compensation from the Roundtable for their services to the Roundtable.

4.5 Primary and Alternate Board Member Commitments. Primary and Alternate Board Members are expected to attend all regular and special meetings of the Rocky Mountain Metropolitan Airport Community Noise Roundtable. If a Primary or Alternate Board Member does not attend at least 75% of the duly called meetings of the Roundtable in a calendar year, the Member shall be asked to remove their current Board Member appointment and appoint a new Primary or Alternate Board Member to the position who can meet the above commitments. All present at meetings will be expected to present new, supportive, or differing ideas or testimony in a cooperative, respectful and objective manner.

ARTICLE V
OFFICERS

5.1 Presiding Officers. At the last Board meeting of every other calendar year for the Roundtable, or such other date as mutually agreed upon by the Board, the Board shall elect by a majority vote (as defined in Section 7.3 below) from the Primary Board Members a Chair and Vice-Chair who shall be the presiding officers of the Rocky Mountain Metropolitan Airport Community Noise Roundtable meetings (the "Presiding Officer(s)") for the following two (2) calendar years. If the Chair and Vice-Chair elects not to preside over a meeting or particular

matter, a majority vote of the Board present shall then elect a temporary chair who shall be the Presiding Officer for that particular meeting or particular matter only, as the case may be. Presiding Officers shall maintain all voting right of its Member notwithstanding their additional position as a Presiding Officer. It is intended that the Members will rotate the duties of the Chair and Vice-Chair among the membership as such Members may mutually agree.

5.2 Term. The term of office for the Presiding Officers is two (2) calendar years commencing the January following the date of election; however, there is no limit on the number of terms a Presiding Officer may serve. Each Presiding Officer shall hold office until his or her successor is duly elected or until his or her death, incapacity, resignation, or removal.

5.3 Resignation and Removal. A Presiding Officer may resign at any time by giving written notice to the Board and the Rocky Mountain Metropolitan Airport and it shall be effective as of the date stated in the resignation. Any Presiding Officer may be removed with or without cause at any meeting of the Board by a Super Majority Vote (as defined in Section 7.3 below) of the Board, provided that the agenda for such meeting lists officer removal as an agenda item. Resignation or removal shall terminate all authority of the officer.

5.4 Presiding Officer Vacancies. If the office of Chair should become vacant during the term of office, the Vice-Chair shall assume the duties of Chair. Should the office of Vice-Chair become vacant, a special election shall be held as soon as possible following the announcement of the vacancy. Nominations from the floor by members of the Board during the election meeting shall be permissible.

5.5 Authority and Duties of the Presiding Officers. The Presiding Officers of the Authority shall have the authority and exercise the powers and perform the duties as specified herein and as may be additionally specified by the Board, or these Bylaws, and as may be required by law.

5.5.1 Chair. It shall be the responsibility of the Chair to preside at all meetings of the Roundtable, execute documents and letters of behalf of the Roundtable, ensure that all orders and resolutions of the Board are carried into effect, and be the primary liaison between the Board, the Roundtable Facilitator (if applicable) and Rocky Mountain Metropolitan Airport staff. In addition, the Chair shall have the following duties:

5.5.1.1 Assure business of the Roundtable is conducted in accordance with Robert's Rules of Order Revised;
5.5.1.2 Assure business of the Roundtable is conducted with decorum and with respect for differing points of view;
5.5.1.3 Notify any Member whose representative(s) or alternate(s) have not attended at least 75% of meetings as established in Section 4.5 of the Bylaws, or have behaved in a manner detrimental to the advancement of the Roundtable's Work Program or have displayed disruptive or rude behaviors, documenting such absences or behaviors, and requesting replacement of that representative or alternate;
5.5.1.4 Represent the Roundtable to the general public and at outside functions as appropriate;
5.5.1.5 Coordinate RMMA-CNR activities with Rocky Mountain Metropolitan Airport, the FAA, and any other appropriate agencies or organizations;
5.5.1.6 Oversee implementation of the Roundtable's Work Program and develop plans to advance its various components;

5.5.1.7 Determine the time and place for any special meeting requested by at least two of the Board Members;
5.5.1.8 Prepare the agenda for all regular and special meetings, in coordination with Rocky Mountain Metropolitan Airport staff and the Roundtable Facilitator (if applicable);
5.5.1.9 In coordination with Rocky Mountain Metropolitan Airport staff, prepare a Roundtable budget for approval of the Board; and
5.5.1.10 Assume other responsibilities and tasks as directed by the Board.

5.5.2 Vice-Chair. The Vice-Chair shall perform the duties of the Chair during the Chair's absence. In addition, the Vice-Chair shall have the following duties:

5.5.2.1 Work closely with the Chair to develop and implement plans to advance the Roundtable's Work Program;
5.5.2.2 Assist the Chair in monitoring the implementation of the Roundtable's Work Program; and
5.5.2.3 Assume other responsibilities and tasks as requested by the Chair or as directed by the Board.

5.6 Roundtable Facilitator. The members of the Roundtable, through Jefferson County acting as fiscal and contracting agent, may retain a third-party to facilitate the meetings of the Rocky Mountain Metropolitan Airport Community Noise Roundtable (the "Facilitator" or the "Roundtable Facilitator"). The Board shall select the Facilitator and the Facilitator shall report to the Board. At any time, the Board may terminate the Facilitator or elect not to continue with such services. In such event, the functions of the Facilitator shall be performed by members and participants of the Roundtable.

5.7 Duties of the Secretary. Rocky Mountain Metropolitan Airport staff shall perform all duties typically performed by the secretary of an organization, including but not limited to, keeping a book of minutes of all meetings of the Board and any committees thereof, ensuring that all notices are duly given in accordance with the provisions of these Bylaws or as required by law, and such other all duties as may from time to time be assigned by the Board or as may be required by these Bylaws or the Board. The Facilitator may also provide these services for the Roundtable.

5.8 Roundtables Fiscal and Contracting Agent/Treasurer. Jefferson County, acting by and through the Rocky Mountain Metropolitan Airport, shall act as the treasurer, the fiscal and contracting agent for the Rocky Mountain Metropolitan Airport Community Noise Roundtable. The Rocky Mountain Metropolitan Airport shall manage the accounts of the Roundtable which shall include, but not be limited to, keeping full and accurate accounts of all receipts and disbursements relating to the Roundtable through a separate account established in the Airport Fund of Jefferson County, depositing all moneys as may be designated by the Board, disbursing the funds of the Roundtable as ordered by the Board, preparing and recommending an annual operating budget to the Board by such date as established by the Board each year for the succeeding calendar year, and performing all other duties as may from time to time be assigned by the Board or as may be required by these Bylaws or the Board that are typically associated with a treasurer. The Members acknowledge and agree the Roundtable has no independent contracting authority from its Members.

ARTICLE VI
MEETINGS

6.1 Regular Meetings. Regular meetings of the Board shall be held monthly or at such other regular intervals and at such time and place as determined by the Board. The Board may provide by resolution the time and place within the State of Colorado for the holding of regular meetings, including telephonic or electronic meetings. In the absence of any such meeting designation, meetings shall be held at the Rocky Mountain Metropolitan Airport, 11755 Airport Way, Broomfield, CO 80021.

6.2 Special Meetings. Special meetings of the Board for any purpose may be called at any time by the Chair, by resolution of the Board, or by request of any two Board Members then in office to the Chair of the Roundtable. Special meetings shall be held within one week of receipt of a request for a special meeting.

6.3 Meeting by Telephone/Electronics. Members of the Board or any committee thereof may participate in a meeting of the Board or committee by means of telephone conference, internet/web conferencing or similar communications equipment by which all persons participating in the meeting can hear one another at the same time. Such participation shall constitute presence in person at the meeting, no matter where such person is actually located.

6.4 Notice of Meetings. Notice to the public of any regular and special meetings of the Board or any meeting of any committee of the Roundtable shall be posted on the Rocky Mountain Metropolitan Airport website at www.flyRMMA.com. Notice of regular Board meetings shall be personally delivered or sent by mail, electronic mail, or other electronic communication to each Board Member at his or her address as shown on the records of the Roundtable as soon as reasonably practicable prior to each regular meeting. Notice of Board meetings, including special meetings, shall be given to each Board Member at least seventy-two (72) hours before the meeting. Notice shall be either oral or written. Oral notice shall be given face-to-face or by telephone. Written notice may be given by mail, personal delivery, electronic mail, or other electronic communication. The notice shall contain (1) the date, time, and place of the meeting or electronic communication method (as applicable); and (2) the agenda for said meeting, including relevant materials relating to the agenda items, or the purpose or purposes for which a special meeting is called. Special meetings of the full Board shall be limited to the purpose or purposes set forth in the notice of said special meeting. The attendance of a Board Member at a meeting shall constitute a waiver of notice of such meeting, except where a Board Member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. All Members shall receive electronic copies of all notices, agendas, and appropriate enclosures at the electronic mail address of their designated representative provided to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport. In addition, notices, agendas, meeting minutes and other Roundtable documents, as determined by the Board, shall be posted on the Rocky Mountain Metropolitan Airport website.

6.5 Public Meetings. All the meetings of the Board, other than executive sessions, shall be open to the public. No vote or other formal action shall be taken in any session which is closed to the general public. The Rocky Mountain Metropolitan Airport staff, or such other officer as the Board may from time to time determine, shall maintain a list of persons who, within the previous two (2) years, have requested notification of all meetings or of meetings when certain specified policies will be discussed and shall provide reasonable advance notification of such meetings; provided, however, that unintentional failure to provide such advance notice will not nullify

actions taken at an otherwise properly held meeting. The parties acknowledge and agree that while no governmental decision making functions have been delegated to the Roundtable and as such the Colorado Open Meetings Laws are not applicable to this body; however, the parties shall attempt to follow the Colorado Open Meetings Laws as a guide for the functions of this organization.

6.6 Informal Meetings. Informal meetings of the Board at which no final decision is made or formal action is taken may be held from time to time and may include study sessions, subcommittee meetings, or any meeting of three or more Board members at which Authority business is to be discussed. Notice of any such meeting shall be given to all Board Members at least seventy-two (72) hours in advance of such meeting unless such informal meeting was set and authorized by the Board at a regular or special meeting. Public notice of the meeting shall be posted in the designated posting place for the Roundtable at least twenty-four (24) hours prior to such meeting.

6.7 Conduct of Meetings. Unless otherwise agreed to by the Board, Robert's Rules of Order, Revised shall be the parliamentary authority for all meetings of the Board and the rules contained therein shall govern the procedures utilized at such meetings where not inconsistent with the Colorado law. Failure to adhere to Robert's Rules of Order, Revised shall not affect the validity of any Board action.

6.7.1 Minutes and Recording of Meetings. The Rocky Mountain Metropolitan Airport staff shall act as secretary to the Roundtable and shall attend and shall keep the minutes of each meeting of the Roundtable. On or before each regular meeting of the Roundtable, the Airport staff shall cause to be delivered to each Board Member a copy of the minutes of the preceding meeting. Minutes will not be read if each Member has been provided with a copy of the minutes in advance of the meeting at which they are to be approved. Approval of the minutes will be done by motion. Minutes shall be signed by the Presiding Officer at the meeting at which the minutes are approved.

6.7.2 Order of Business. The order of business for regular meetings of the Roundtable will generally be as follows:

6.7.2.1 Call to Order
6.7.2.2 Approval of Minutes
6.7.2.3 Citizen/Public Comments – Citizen/Public comments are welcome and will be offered once every quarter at a meeting, or on a more frequent basis as determined by the Board. Public comment will be limited to 3 minutes per individual in order to allow time for the Roundtable to proceed with other business. If public comment is anticipated to take longer than 30 minutes, the Chair may elect to continue with the other business of the Roundtable and move the public comment period to the last item on the meeting agenda. Additional opportunities for public comment may be offered during discussion of specific topics or during presentations if agreed upon by a majority of the Board Members.
6.7.2.4 Roundtable Agenda Items
6.7.2.5 Committee or Board Member Reports
6.7.2.6 New Matters before the Roundtable
6.7.2.7 Adjournment

The Presiding Officer may vary from the order of business if a majority of Board Members present do not object.

ARTICLE VII
VOTING

7.1 Quorum for the Board. A quorum must be present at any Board meeting for business transactions to take place and motions to pass. A quorum of the Board shall be a majority of the members of the Board.

7.2 Voting. All Primary Board Members shall be entitled to one (1) vote on any matter coming before the Board. Except as otherwise provided herein, and in Section 7.3 below or otherwise in these Bylaws, all actions of the Board for which a vote is required shall be made and decided by a Majority Vote. For purposes of these Bylaws, "Majority Vote" shall mean a majority of the votes shall be cast in favor of the item coming before a quorum of the Board, committee or Members, as applicable. For purposes of clarity, if a vote is taken and the vote is evenly split, the item shall fail for the lack of receiving a Majority Vote. No Board Member shall abstain from voting unless abstention is required by law. When not otherwise indicated a decision of the Board shall be by a Majority Vote.

7.3 Special Voting Requirements. Any decision of the Board relating to financial matters including, but not limited to, money, expenditures, changes in the fees or dues structure for the Roundtable, removal of a Presiding Officer or termination of a Member's membership shall require approval by 2/3's of the Board Members (a "Super Majority Vote").

7.4 Disclosures. Each Board Member shall provide such disclosures, including potential conflict of interest disclosures, as may be required by law. Unless otherwise permitted by law, any Primary Board Member or Alternate Board Member who has a personal or private financial interest (other than a general interest in property values in the area as a result of being a resident of the area) in any matter proposed or pending before the Board after disclosure thereof shall recuse him or herself from the meeting and shall refrain from attempting to influence the decision of the other members of the Board on such matter.

ARTICLE VIII
COMMITTEES

8.1 Committees. The Board may establish by resolution such standing, special or advisory committees in addition to those specified in this Article as it deems appropriate, with such duties, responsibilities, and members as it may designate. The Board may refer to the proper committee any matter affecting the Roundtable or any operations needing further study. The Board shall have the ability to establish advisory committees to gather, research, compare, and evaluate information, and advise the Board regarding matters pertaining to the noise impacts at the Rocky Mountain Metropolitan Airport or such other matters pertaining to the purpose and goals of the Roundtable as deemed necessary or advisable by the Board.

8.2 Limitations. The function of any committee is as an advisory body to the Board. No member of any committee, without the prior authorization of the Board or as set forth in these Bylaws, has the authority to purchase, collect funds, implement policy, or bind, or obligate the Roundtable or the Board in any way or by any means. All such powers are expressly reserved to the Board and the officers of the Roundtable to the extent the Roundtable has any such authority.

8.3 Committee Membership. Committee members may include representatives of the Local Government Members, Ex-Officio Participants, Community Participants and other parties, as determined by the Board. The Board shall approve all appointments to committees by Majority Vote. The Board may appoint a Primary Board Member to serve on any other committee or to act as a liaison to any committee, or both, in the Board's discretion. The Board may from time to time appoint to any standing or special committee any individual who is qualified to serve on such committee and who has the requisite expertise and knowledge to supply value thereto, as determined by the Board in its discretion.

8.4 Committee Officers. Once a committee is formed by the Board, all of the members of such committee shall have a right to vote on any matters before the committee with each member having one vote. Upon formation, each committee shall select by Majority Vote one of its members to serve as Chair and one of its members to serve as Vice Chair. The Chair of each committee shall preside at all meetings of such committee and shall discharge the duties of presiding officer. The Vice Chair of each committee shall have such powers and perform such duties as the members of the committee may from time to time prescribe or as the Chair may from time to time delegate. At the request of the Chair, or in the event of the Chair's absence or inability to act, the Vice Chair shall serve as acting Chair. If the Chair or Vice-Chair elects not to preside over a meeting or particular matter, a Majority Vote of the committee present shall then elect a temporary chair who shall be the presiding officer for that particular meeting or particular matter only, as the case may be. It is anticipated that standing committees shall rotate their Presiding Officers every two years similar to the Board, or on such other timing as the members of the committee shall determine by Majority Vote.

8.5 Committee Meetings. A committee may hold regular meetings at a time and place to be determined by the members of such committee. A quorum must be present at any committee meeting for business to take place and motions to pass. A quorum of a committee shall be a majority of the members of such committee. All committees shall act by Majority Vote, unless otherwise prescribed by the Board. Rules governing procedures for meetings of any committee shall be as established by the Board, or in the absence thereof, the rules set forth in these Bylaws shall be followed. All meetings of any committee shall be open to the public.

8.6 Resignation. A member of any committee may resign at any time by giving written notice to the Chair of the committee and to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport. Such resignation shall take effect at the time specified therein, and the acceptance of such resignation shall not be necessary to make it effective.

8.7 Vacancies. Any vacancy occurring on any committee by reason of resignation or otherwise may be filled by action of the Board, unless otherwise provided herein.

8.8 Removal. At any meeting of the Board duly called and expressly providing for such purpose, any one or more members of any committee may be removed with or without cause by a Super Majority Vote of the Board.

ARTICLE IX
FUNDING

9.1 Funding. The Roundtable shall be funded by a dues structure as determined by the Board from time to time, and by such other funding sources as may be or become available to the Roundtable.

9.2 Member Dues. The Members shall pay annual dues to the Roundtable in an amount to be determined annually by the Board. The initial budget will be $25,200 and will be shared equally by the Local Government Members, with each Member contributing $3,600 for calendar year 2021 operations of the Roundtable. The Board shall fix the amount of such dues for the ensuing calendar year by no later than July 31 of the then-current calendar year and shall notify all Members thereof. The Members shall have until October 31 of the then-current calendar year to determine to pay annual dues for the following year to the Roundtable in the amount fixed by the Board, and the Members shall notify the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport of such determination. The Board shall approve a budget for the ensuing calendar year during the months of October and November, but never later than November 30th. The Members shall pay annual dues to the Jefferson County Treasurer though the Rocky Mountain Metropolitan Airport fund as specified by Airport staff by no later than April 1 of the calendar year for which such dues are required. With the budgeting process outlined above, it is the intention of the Board that Member entities will include the annual dues for the Roundtable in the budget and appropriations of such Member annually.

9.2.1 Additional Member Funding Requests. The Members acknowledge and agree that additional funding for the Roundtable may be required from time to time (each an "Additional Funding Request"). The Board, in its discretion, may make an Additional Funding Request of its Members at any time, provided that, Members shall not be obligated to provide such Additional Funding Request to the Roundtable if such funding is not included in the budgeting process as described in Section 9.2 as additional appropriations of the Members will be required and may not be available at the time of the Additional Funding Request.

9.3 Authority to Seek Funds. The Roundtable may seek additional funds or funding as may be or become available, including without limitation, moneys from state or federal governments in the form of grants or other funding for the Roundtable.

ARTICLE X
WORK PROGRAM

10.1 Work Program. The Roundtable may undertake projects to advance the purpose and goals of the Roundtable (the "Work Program"). The current approved Work Program shall be posted on the Rocky Mountain Metropolitan Airport website with the other Roundtable documents and information.

10.2 Process. The Board shall approve a project, or conditionally approve a project subject to funding, by resolution. The Board may request financial or in-kind contributions from its Members for any project; provided, however, that no Member shall be required to make a financial or in-kind contribution to the Roundtable beyond the amount of the Member's annual dues requirement, and any decision to so contribute shall be in the Member's sole discretion. For projects conditionally approved subject to funding, within forty-five (45) days of the Board's conditional approval of the project, Members must determine whether to contribute to such project and notify the Chair and Rocky Mountain Metropolitan Airport staff of the determination.

10.3 Annual Review of Work Program. The Work Program shall be reviewed annually, for notation of work completed, the need to revise any portion thereof, or the need to add or delete goals and projects for the coming year. Such review shall take place at the March Roundtable meeting, or at such other meeting as the Board may mutually agree.

ARTICLE XI
MISCELLANEOUS

11.1 **Amendment**. These Bylaws may be amended or repealed at any regular meeting of the Board or at any special meeting called for that purpose provided that written notice of the proposed amendment or repeal shall have been given at least seven calendar (7) days prior to the meeting. Except as provided herein, any such amendment or repeal shall require a Super Majority Vote of the Board at any duly constituted meeting of the Roundtable.

11.2 **Severability**. The invalidity of any provision of these Bylaws shall not affect the other provisions hereof. In the event any provision of these Bylaws is determined to be invalid, these Bylaws shall be construed in all respects as if such invalid provision were omitted.

11.3 **Headings**. The headings provided throughout these Bylaws are for convenience and reference only and in no way define, limit, or add to the meaning of any provision hereof.

I, _____, as Chair of the Rocky Mountain Metropolitan Airport Community Noise Roundtable, hereby certify that attached hereto are the Bylaws of the Rocky Mountain Metropolitan Airport Community Noise Roundtable, which were duly adopted by the Roundtable on _____ and are of full force and effect as of the date hereof.

Dated: _____

_____
Chair