

Louisville Revitalization Commission

Agenda

**Wednesday, January 22, 2025
City Hall, Council Chambers
749 Main Street
8:00 AM**

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- You can call in to **+1 646 876 9923 or 833 548 0282 (toll free)**
Webinar ID **#852 0147 8768**
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/revitalizationcommission.

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at VZarate@LouisvilleCO.gov.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of December 11, 2024 Meeting Minutes
5. Public Comments on Items Not on the Agenda
6. Business Matters of Commission
 - a. 2025 Open Government and Ethics Pamphlet
 - b. Board and Commission Rules of Procedure
 - c. Approval of 2025 Posting Locations for Public Meetings

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- d. Approval of 2025 LRC Meeting Dates
- e. Election of Officers for 2025
- f. Downtown Vision Plan Steering Committee
- g. Property Improvement Program Application: Crystal Springs
Brewing @ 604 Main Street
- 7. Reports of Commission
 - a. Staff Updates
 - b. Downtown Business Association Updates
 - c. Chamber of Commerce Updates
- 8. Commissioners' Comments
- 9. Adjourn

Revitalization Commission

Wednesday, December 11, 2024 | 8:00AM

**City Hall, Council Chambers
749 Main Street**

The Commission will accommodate public comments during the meeting. Anyone may also email comments to the Commission prior to the meeting at VZarate@LouisvilleCO.gov.

Call to Order –Chair Adler called the meeting to order at 8:03 AM and roll call was taken.

Commissioner Attendance: Present

Yes	Alexis Adler
Yes	Clif Harald - remote
Yes	Mayor Chris Leh
Yes	Bob Tofte
Yes	Corrie Williams
Yes	Barbie Iglesias
Yes	Jeff Lipton

Staff Present: Vanessa Zarate, Economic Vitality (EV) Manager
Samma Fox, Interim City Manager
Austin Brown, Economic Vitality (EV) Specialist
Corey Hoffman, Attorney for the LRC
Rob Zuccaro, Director of Community Development
Ligea Ferraro, Executive Administrator - remote

Others Present: Councilmember Dickinson
members of the public

Approval of Agenda:

Commissioner Tofte made a motion to approve the agenda. Commissioner Lipton seconded the motion. The agenda was approved.

Approval of November 20, 2024 Meeting Minutes:

Commissioner Williams made a motion to approve the meeting minutes. Commissioner Lipton seconded. The meeting minutes were approved.

Public Comments on Items Not on the Agenda:

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303.335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

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Mike Kranzdorf commented that the holiday lights downtown are a lot less than last year and the three pine trees at Pine Street Plaza have no lights. He expressed understanding about budget cuts, noting that it's too late this year for him to put up lights. He suggested that the Parks and Recreation Department might have asked the LRC for help to make downtown festive for the holiday season and asked for a placeholder for next year's budget.

Commissioner Comments on Items not on the agenda: None.

Business Matters of Commission:

Approval of Façade Improvement Agreement for 1314 Main Street

The Economic Vitality Manager presented the Façade Improvement Program application for 1314 Main Street. The proposed agreement was included in the meeting packet. Staff recommends approval of this application.

Commissioner Lipton made a motion to approve the Façade Improvement Agreement for 1314 Main Street with an amendment including the clarifying language around the term "redevelopment" which the Attorney to the LRC recommended. Commissioner Iglesias seconded. Roll Call Vote: unanimously approved.

Commissioner Comments:

Commissioner Lipton expressed support for this application and asked for clarification on the term "redeveloped" in section D1. He noted that he doesn't think it is defined in the documentation. The Attorney to the LRC responded that the language is part of the standard agreement template, and the idea is that if it was redeveloped in a way that somehow compromises the investment of the LRC.

Commissioner Lipton asked if language can be added to the agreement to clarify what redeveloped means. There was a discussion around the definition of the term. Commissioner Lipton's concern is that if the property owner improves the property in a way that might be construed as a redevelopment when it wasn't intended to be a redevelopment. His concern is more towards the word "redevelopment" as the term is generally construed, such as larger improvements to the building and he doesn't think it's a defined term in the code. He feels the term should be defined to add clarity to the agreement.

The Attorney to the LRC suggested language such as "...the property shall not be redeveloped 'in a manner that compromises the integrity of the eligible improvements.'"

The EV Manager clarified that typically when the LRC pays for improvements, we are saying that improvements paid for by the LRC have to remain intact. For example, tearing out landscaping paid for by the LRC would be considered a violation of the agreement.

Chair Adler asked the Attorney if there is any concern with changing the language now and it not being consistent with prior agreements. The Attorney to the LRC responded that the proposed additional language simply reinforces that we don't want to negatively impact the LRC's investment.

Mayor Leh commented that anything that clarifies terms are helpful, and the additional language doesn't seem to detract from the agreement.

Public Comments:

Property Owner Nina Williams commented that she has no issues with the requested amendment to the agreement so long as it doesn't delay a motion to approve the agreement.

Approval of South Street Underpass Sculpture

The Economic Vitality Specialist presented the South Street Underpass Sculpture project to the commission, requesting approval for the installation to move forward. The resolution was included in the meeting packet and staff requests LRC final approval of the First Amendment to the 221 Cooperation Agreement.

Commissioner Williams made a motion to approve Resolution 24-05 approving an amendment to the cooperation agreement between the City of Louisville and the LRC regarding funding for public art in the South Street gateway. Mayor Leh seconded. Roll Call Vote: unanimously approved.

Commissioner Comments: None.

Public Comment: None.

Discussion and Approval of 2025-2026 Work Plan

The Economic Vitality (EV) Manager presented the draft LRC 2025-2026 Work Plan to the Commission for discussion and adoption.

Commissioner Comments:

Mayor Leh commented that this is his final meeting on the LRC, adding that Mayor Pro Tem Dickinson will likely be appointed to the LRC for 2025. Mayor Leh responded to Jillian Miller's comments regarding closures as part of the Downtown Vision Plan.

Chair Adler commented that the LRC needs to provide support to businesses during construction and reminded the Commission that the LRC provided relief grants during the COVID pandemic. The EV Specialist will check the records on how much was provided during the pandemic and report back to the Commission. The EV Manager commented that best practices for ways to support businesses through the project is part of the implementation of the workplan.

Commissioner Lipton commented that it seems that what we're trying to do in the Revitalization District has three parts: the Urban Renewal District, the City and what they do in terms of financial support and otherwise, and private businesses. He added that it seems we haven't had a good conversation about the responsibilities of each part, and he suggested the LRC should discuss this as part of the work plan. For example, he mentioned that he is unaware of what, if any, financial support the Economic Vitality Committee (EVC) offers and how the Chamber fits in. The EV Manager responded that part of the retreat included discussions around how all the organizations work together as part of Economic Vitality and how the LRC can leverage other

funds and even private dollars. This conversation can be included in the discussion of each item in the proposed Work Plan.

Commissioner Harald commented that his understanding on next steps emerging on bond financing for the Vision Plan will be collaborative with City Council but the bulk of the authority about how much of that money will be spent falls more to City Council. He feels it's important to have a detailed conversation about the LRC priorities and preferences, which have been communicated to Council. He expressed concerned about how much of the bond proceeds can be earmarked for things like assistance for businesses impacted by construction. He would like a clear understanding of how to have a conversation with the City about bond proceeds being used for other large projects which may come forward in the next few years. It's not clear where the funding for needs will come from now that the LRC's budget is constrained.

Chair Adler suggested each Work Plan priority can be discussed in the order listed to help structure the discussion.

Downtown Vision Plan – Design Development

The EV Manager commented that the Vision Plan RFP will go out in January, and they will home in on the plan that was adopted to get more concrete estimates and construction design documents completed. This will provide a clear understanding of construction costs for the various elements of the project. Then the LRC will decide which components of the project the Commission wants to fund. Then it will go to Council for approval. Commissioner Iglesias asked if Council is able to change the LRC recommendations. The EV Manager responded that Council may approve modifications/changes to the LRC's recommendations, but LRC makes final approval prior to spending.

Commissioner Tofte asked if the LRC will see the RFP before it is posted for bids. The EV Manager responded that the LRC won't review the RFP prior to posting. It will include the whole project as previously approved by the Commission. Choosing which components to fund will happen after the design work has been completed.

Commissioner Williams commented that it will be critical for the LRC to engage downtown business owners in the conversations identifying which elements to fund, adding that anyone can attend LRC meetings to provide comment. She suggested that the LRC should have more intention bringing the information to groups like the Chamber and the Downtown Business Association so that the LRC's decisions are more informed. The EV Manager responded that the intent is to have additional rounds of public comment throughout the process.

Chair Adler mentioned that she heard at the Council meeting that it was possible that small working groups might be included as part of the design process. She asked if that will still happen and include a liaison from the Chamber and Downtown Business Association. The EV Manager responded that she would have to check on this question and will report back on this question to the Commission. Chair Adler commented that she feels having structured input from these organizations is important to the project.

Mayor Leh commented that it's essential that LRC have a strong voice and collaboration with stakeholders. Chair Adler responded that this is why we have a liaison on Council, to relay the LRC's wishes to City Council as a whole.

Commissioner Lipton asked if the LRC will have a role related to value engineering issues. The EV Manager responded that her understanding is yes. Once the final bids start coming in there are components that can be identified. This part of the process won't be able to start until we know what true costs will be. Commissioner Lipton asked where that step of the process is listed in the work plan. The EV Manager responded that she could add a more specific bullet point to the Work Plan. Commissioner Lipton asked that a more specific bullet point be added to the Work Plan.

The Director of Community Development suggested a modification to the fourth bullet to address commissioner Lipton's comments. Commissioner Lipton agreed to this approach.

Downtown Vision Plan Implementation

Commissioner Williams commented that the LRC needs to acknowledge that this is the bulk of our funding and the LRC has had many conversations about this project over the past six (6) months. She expressed concern about earmarking bond funds towards anything other than the Downtown Vision Plan. She acknowledged that the \$8M will not go very far. The EV Manager responded that the bond funds can only be used in the Highway 42 Urban Renewal Area. She also mentioned that, in terms of other funding, in the history of the LRC programs, the budgeted amount has never been spent in prior years and there is opportunity in these budget items to amend the budget for possible new projects.

Chair Adler asked if business support should be discussed now and if additional funding is available to support businesses. The EV Manager responded that a construction impact plan can't be developed until we know more about what will be built. Chair Adler emphasized that this is an important item for her.

Mayor Leh commented that the LRC and City Council maybe partly through the Economic Vitality Committee can work together on business support due to construction impacts. The EV Manager responded that we are looking at construction impacts from a lot of angles, not just from LRC standpoint and not only on big projects.

Commissioner Lipton commented that some concluding comments made by Council about the Downtown Vision Plan seemed to indicate that Council left the door open to possible additional city funding for the Vision Plan. He asked where in the process will the LRC be able to collaborate with City Council on an overall funding package. The EV Manager responded that program implementation support and collaboration is included throughout the Work Plan. Staff has heard that the LRC would like to engage more with the Chamber, the EVC, and City Council. Those opportunities are difficult to pin down; as we know more, staff will work with stakeholders to ensure collaboration. Commissioner Lipton asked to expand the fourth bullet to include language to collaborate with City Council on a final funding program for the project. Mayor Leh suggested that the LRC keep an eye on council agendas and communicate about the future. City Council's in-depth workplan discussion will occur in January and it would be useful to have input from the LRC at that meeting. Chair Adler asked for the meeting date when the council work plan is on the agenda. Council will discuss their 2025 Work Plan at the January 14 meeting.

Program Implementation and Support

Commissioner Williams commented that the LRC has never exhausted the full program budget, and she expressed optimism that this funding can be used in support of the LRC's priorities.

Commissioner Tofte asked where the \$1M committed to the underpass is identified in the Work Plan. The EV Manager responded that she would add it under program implementation. The hope is that the underpass and Downtown Vision Plan construction can be timed together. Staff will know more about construction timing in Q1 of 2025.

Commissioner Harald expressed appreciation for the specificity in this item and the inclusion of the marketing item in the work plan. He believes there is a lot of benefit to reach out and connect more with businesses in the district through marketing and promotional materials. He also expressed appreciation for the Chamber's desire to engage and collaborate more.

Commissioner Lipton commented that we don't mention trying to secure additional funding from grants and he believes other communities do this. He suggested this be added to the Work Plan for next year to see if additional funding is available. The EV Manager responded that the City's Economic Vitality work plan does include seeking options to secure additional funding. She noted that the City's Economic Vitality area may be a larger or smaller area than the Urban Renewal District and URA might be able to support that. Commissioner Lipton asked that a bullet point be added to the Work Plan to indicate that this is an area the LRC will be focused on, possibly in collaboration with the EVC.

Chair Adler commented that, similar to when items like the holiday lights project come up and the LRC feels they could support need in the vitality of downtown could the LRC provide funding for these projects. The EV Manager said she could add a bullet point, noting that the Work Plan is almost like a job description where there are "other duties" that don't need to be specifically identified in order to be supported.

Marketing and Promotion

Williams asked if the LRC collaborates with DBA/Chamber would staff do this. The EV Manager commented that she typically sends information to include in their communications multiple times a year.

Chair Adler asked how staff foresees using the funding for this item. The EV Manager responded that there are a few options, suggesting that the LRC could be a partner in the Support Louisville Campaign, there could be direct mailings, etc. She also suggested that the LRC's collateral should be updated first and added that staff will look for other options. It was also noted that the city has budget to redo the website and there are a lot of opportunities we can look at.

Chair Adler asked Commissioner Iglesias about the decals the LRC created last year. Commissioner Iglesias responded that she doesn't seem them anywhere. The EV Manager commented that this doesn't have to be decided today.

Commissioner Iglesias commented that she always thought marketing outside of Louisville to attract businesses would be important. The EV Manager responded that we do that regularly through Economic Vitality through trade shows as well as targeted outreach to retail and real estate brokers nationwide.

Gap Identification

Commissioner Lipton asked for more information on what this section is for. The EV Manager responded that the LRC has had a pretty heavy focus on the Main Street and Front Street portions of the URA noting that the URA extends to South Boulder Road and Highway 42. This item is to engage on ways to revitalize the other areas of the URA.

Chair Adler commented that this item is important to engage with the King Soopers and Coal Creek Station areas.

Commissioner Lipton commented that Commissioner Tofte's suggestion to look at Highway 42 area is something we need to do. Commissioner Lipton suggested the LRC review land use regulations for downtown and engage with property owners about whether and what regulations inhibit their ability to redevelop or attract tenants to make it more viable for investment. The EV Manager responded that this item is under partner engagement. The ongoing Comprehensive Plan process does include land use and for any rezoning that comes to Council the LRC can write official letters of support and provide official feedback as these things come up.

Commissioner Lipton feels this is a reactive approach to what the issues may be, noting that other communities look at parking minimums/maximums and density issues in central districts that might make them more attractive. He also noted that the Comp Plan process is an overarching document giving a vision for the community but there are things specific to the Revitalization District that the LRC could develop a process to get appropriate input to inform Council about changes that would be likely successful as related to land use. The EV Manager responded that staff is already doing this and there is budget in 2025 to rewrite the land use code with a lot of new best practices and including feedback from the Comp Plan process. The Director of Community Development commented that we do have an overarching project, and we are looking at downtown design standards which dictates development within downtown as well as the use table. He suggested the LRC might have a discussion or study session with planning staff to present current standards and take public comment to see if there are obvious issues and maybe get ahead of those issues and wrap it into the bigger land use code rewrite. Commissioner Lipton responded that this is a 2025 project for staff and council, and he asked if the gap section of the Work Plan should include LRC participation in this project to perhaps inform some of the decisions that might come out of staff efforts. He added that, more importantly to engage the property owners to find out from them what is not working to be able to use that input. The EV Manager responded that there are a lot of people working on all these things and she noted that the LRC isn't always the most appropriate body to lead these conversations, but it is important for the Commission to have input. The Director of Community Development commented that when we start looking at barriers for redevelopment and working with entities like The Trestle Group, there are market forces at work even if you remove development restrictions. For example, the three-story restriction and you have to consider historic preservation and character. Understanding the regulations is a good first step, maybe Q3 would be a good time to do a presentation to the LRC to start getting feedback from downtown. Commissioner Lipton asked that this be added to the LRC work plan. Chair Adler expressed support for Commissioner Lipton's suggestion to add this to the Work Plan.

Chair Adler commented on the work of Trestle Strategies with gap identification, noting that she is not sure where we are with their engagement with the Chase building. She suggested potentially engaging with consultant teams to address vacancies. The EV manager suggested

adding “work with third parties to identify gaps.” The EV Manager reminded the Commission that we can’t force property owners to engage, and many property owners don’t want to engage.

LRC Long Range Planning

There was an extensive discussion around the second and third bullets under this section and whether they should be included in the work plan and/or modified. There was a discussion on language that could be used to soften the second bullet to be more general in nature. There was also a brief discussion on how much time the LRC is likely to spend on this item in 2025 and what type of effort the LRC may engage in.

The Attorney to the LRC commented that it is ultimately City Council that would approve a condition survey and a new Urban Renewal Area, but many communities do rely on the Urban Renewal Authority as the body to make recommendations about areas that may be appropriate for new urban renewal plan areas. If a new Urban Renewal Plan Area is considered, that will trigger House Bill 1348, meaning the additional four members on this body, Three (3) from other taxing entities and the additional one to keep an odd number of Commissioners.

Commissioner Williams asked if there are tools that could be used to assess the success of the LRC since its creation. She would like a way to identify if the LRC has addressed blight and what impacts it has had on the community. She feels this is important for long range planning. The Attorney to the LRC commented that the City of Golden did a detailed analysis to show the community what urban renewal did for their plan area and suggested that staff could reach out to the City of Golden to find out what methodology was used. Commissioner Lipton agreed that it would be beneficial for the LRC to initiate an assessment and asked staff to see if they could get this information from Golden and share it with the Commission.

The EV Manager reminded the Commission that the intent is for this work plan to be a two-year work plan, noting that not everything listed will be addressed in 2025. She added that it is important for the LRC to start to think about what happens next because 2032 is not that far away and there is another existing Urban Renewal Area that needs to be addressed in some way. Urban Renewal doesn’t end when the TIF increment stops.

The Commission asked staff to modify the language of the second bullet to “consider potential additional areas” or other more general language.

Partner Engagement and Collaboration: No comments.

Public Comment:

Jillian Miller from the Louisville Chamber of Commerce expressed support for the Downtown Vision Plan and suggested that the Chamber will want to communicate more on this topic with their members next year. She asked the Commission to think in advance how to mitigate business impacts and what financial support might be made available to businesses when construction closures happen. Ms. Miller also commented that the Chamber supports the LRC’s goal to address vacancies, noting that this topic remains a priority for the Chamber. She also offered support from the Chamber to engage members by letting them know what programs are available. She mentioned that the Chamber has a new website launching in Q1 of 2025 and that the LRC is welcome to provide content for a column in their newsletter. She said that

information about the LRC will be included in the Chamber's New Member Packet and plans to provide support to members in the application process. She asked that the LRC ensure funds are allocated for the programs to support any additional applications that might result from the planned marketing efforts.

Mike Kranzdorf commented that every business and property owner he's talked to this year are surprised at how little money is left for programs due to the size of the Downtown Vision Plan. He commented that he understands that the Vision Plan is big, and he would love to see it scaled back to have more funds available for other large projects. He asked if all bond funds will be committed to the vision plan.

Reports of Commission:

Staff Updates

The Economic Vitality Manager noted that the staff updates were provided in the meeting packet and asked the Commission if they had any questions. She added that Commissioners may reach out to her with any questions.

Commissioner Comments: None.

Downtown Business Association Updates:

Commissioner Williams gave an update on the last DBA meeting.

Chamber of Commerce Updates:

Jillian Miller from the Chamber provided an update on the Chamber of Commerce.

Discussion Items for Future Meetings:

1. Executive Session for Property Acquisition
2. Façade Improvement Program Applications

Commissioner Closing Comments:

Commissioner Lipton asked why item 8a needs to be continued on the agenda. Chair Adler responded that item 8a and the Façade Improvement Applications don't need to be a continuing item on the Discussion Items For Future Meetings.

Mayor Leh commented that the January LRC meeting will be held after the Council Work Plan meeting. He suggested that the LRC might consider a meeting prior to the Council session if the LRC needs to flush out what they would like council to focus on in 2025 if there is a desire to be part of the process. Chair Adler asked if anyone could attend the council meeting.

Commissioner Lipton thanked Mayor Leh for his service on the LRC.

Adjourn: Chair Adler made a motion to adjourn. Commissioner Tofte seconded. The meeting adjourned at 9:34 a.m.



Open Government & Ethics Pamphlet 2025

This pamphlet is prepared pursuant to the Home Rule Charter of the City of Louisville.

This is a compilation of Articles 4 and 5 of the Charter of the City of Louisville and is available at all times in the City Clerk's Office, 749 Main Street, Louisville, Colorado, and on the City's web site at www.LouisvilleCO.gov. This pamphlet is also provided to every member of a public body at that body's first meeting each year.



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Citizen Participation in Government

The City of Louisville encourages citizen involvement and participation in its public policy process. There are many opportunities for citizens to be informed about and participate in City activities and decisions. All meetings of City Council, and of appointed Boards and Commissions, are open to the public and include an opportunity for public comments. No action or substantive discussion on an item may take place unless that item has been specifically listed as an agenda item for a regular or special meeting. Some opportunities for you to participate include:

Reading and inquiring about City Council activities and agenda items, and attending and speaking on topics of interest at public meetings

City Council Meetings:

- Regular meetings are generally held the first and third Tuesdays of each month at 6:00 PM in the City Council Chambers, located on the second floor of City Hall, 749 Main Street;
- Study sessions are generally held the second and fourth Tuesdays of each month at 6:00 PM in the Library Meeting Room, located on the first floor of the Library, 951 Spruce Street;
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website;
- Special meetings may be held occasionally on specific topics. Agendas are posted a minimum of 48 hours prior to the meeting.

Meeting Agendas for City Council meetings, other than special meetings, are posted a minimum of 72 hours prior to the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City website at www.LouisvilleCO.gov

Meeting packets with all agenda-related materials for regular meetings are available 72 hours prior to each meeting and may be found at these locations:

- Louisville Public Library Reference Area,
- 951 Spruce Street,
- City Clerk's Office, City Hall, 749 Main Street,
- City website at www.LouisvilleCO.gov

You may receive eNotifications of City Council news as well as meeting agendas and summaries of City Council actions by registering for eNotifications on the City's web site at www.LouisvilleCO.gov. Meeting minutes of all regular and special meetings are available in the City Clerk's office and on the City's website (www.LouisvilleCO.gov) once they are approved.

Information about City activities and projects, as well as City Council decisions, is included in the quarterly *Lantern* newsletter, mailed to all City residents and businesses. Information is also often included in the monthly eNewsletter.

Communicating Directly with the Mayor and City Council Members

Contact information for the Mayor and City Councilmembers is available at www.LouisvilleCO.gov, as well as at City Hall, the Louisville Public Library, and the Recreation/Senior Center. You may email the Mayor and City Council as a group at Council@LouisvilleCO.gov.

Mayor's Town Meetings and City Council Ward Meetings are scheduled periodically. These are informal meetings at which all residents, points of view, and issues are welcome. These meetings are advertised at City facilities and on the City's website (www.LouisvilleCO.gov).

Mayor and City Council Elections

City Council members are elected from three Wards within the City and serve staggered four-year terms. There are two Council representatives from each ward. The mayor is elected at-large and serves a four-year term. City Council elections are held in November of odd-numbered years. For information about City elections, including running for City Council, please contact the City Clerk's Office, at ClerksOffice@LouisvilleCO.gov or 303.335.4536.

Serving as an Appointed Member on a City Board or Commission

The City Council makes Board and Commission appointments annually. Some of the City's Boards and Commissions are advisory, others have some decision-making powers. The City Council refers questions and issues to these appointed officials for input and advice. (Please note the Youth Advisory Board has a separate appointment process.)

The City's Boards and Commissions are:

- Board of Adjustment
- Building Code Board of Appeals
- Cultural Advisory Board
- Historic Preservation Commission
- Historical Museum Advisory Board
- Library Board of Trustees
- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

Board information, meeting agendas, and schedules are available on the City's website (www.LouisvilleCO.gov). Agendas for all Board and Commission meetings are posted a minimum of 72 hours prior to each meeting at these locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City web site at www.LouisvilleCO.gov

Copies of meeting packets containing agenda- related materials are available at least 72 hours prior to each meeting and may be found at the following locations:

- Louisville Public Library Reference Area, 951 Spruce Street;
- City Clerk's Office, City Hall, 749 Main Street
- City web site at www.LouisvilleCO.gov

Planning Commission

The Planning Commission evaluates land use proposals against zoning laws and holds public hearings as outlined in City codes. Following a public hearing, the Commission makes a recommendation of approval or denial to the City Council for all land use proposals.

- Regular Planning Commission meetings are held at 6:30 PM on the second Thursday of each month.
- Overflow meetings are scheduled for 6:30 PM on the 4th Thursday of the month as needed.
- Study Sessions are held occasionally as needed.
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website.

Open Government Training

All City Council members and members of a permanent Board or Commission are required to participate in at least one City-sponsored open government-related seminar, workshop, or other training program at least once every two years.

Open Meetings

The City follows the Colorado Open Meetings Law ("Sunshine Law") as well as additional open meetings requirements found in the City's Home Rule Charter. These rules and practices apply to the City Council and appointed Boards and Commissions (referred to as a "public bodies" for ease of reference). Important open meetings rules and practices include the following:

Regular Meetings

All meetings of three or more members of a public body (or a quorum, whichever is fewer) are open to the public.

All meetings of public bodies must be held in public buildings and public facilities accessible to all members of the public. Meetings may be held electronically under specific circumstances.

All meetings must be preceded by proper notice. Agendas and agenda-related materials are posted at least 72 hours in advance of the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- On the City web site at www.LouisvilleCO.gov

Study Sessions

Study sessions are also open to the public however, study sessions have a limited purpose:

- Study sessions are to obtain information and discuss matters in a less formal atmosphere;
- No preliminary or final decision or action may be made or taken at any study session; further, full debate and deliberation of a matter is to be reserved for formal meetings. If a person believes in good faith that a study session is proceeding contrary to these limitations, they may submit a written objection. The presiding officer will then review the objection and determine how the study session should proceed.
- A written summary of each study session is prepared and is available on the City's website.

Executive Sessions

The City Charter also sets out specific procedures and limitations on the use of executive sessions. These rules, found in Article 5 of the Charter, are intended to further the City policy that the activities of City government be conducted in public to the greatest extent feasible, in order to assure public participation and enhance public accountability. The City's rules regarding executive sessions include the following:

Timing and Procedures

The City Council and City Boards and Commissions may hold an executive session only at a regular or special meeting. No formal action of any type, and no informal or "straw" vote, may occur at any executive session. Rather, formal actions, such as the adoption of a proposed policy, position, rule or other action, may only occur in open session.

Prior to holding an executive session, there must be a public announcement of the request and the legal authority for convening in closed session. There must be a detailed and specific statement as to the topics to be discussed and the reasons for requesting the session.

The request must be approved by a supermajority (two-thirds of the full Council, Board, or Commission). Prior to voting on the request, the clerk reads a statement of the rules pertaining to executive sessions. Once in executive session, the limitations on the session must be discussed and the propriety of the session confirmed. If there are objections and/or concerns over the propriety of the session, those are to be resolved in open session.

Once the session is over, an announcement is made of any procedures that will follow from the session.

Executive sessions are recorded, with access to those tapes limited as provided by state law. Those state laws allow a judge to review the propriety of a session if in a court filing it is shown that there is a reasonable belief that the executive session went beyond its permitted scope. Executive session records are not available outside of a court proceeding.

Authorized Topics

For City Council, an executive session may be held only for discussion of the following topics:

- Matters where the information being discussed is required to be kept confidential by federal or state law;
- Certain personnel matters relating to employees directly appointed by the Council, and other personnel matters only upon request of the City Manager or Mayor for informational purposes only;
- Consideration of water rights and real property acquisitions and dispositions, but only as to appraisals and other value estimates and strategy for the acquisition or disposition; and
- Consultation with an attorney representing the City with respect to pending litigation. This includes cases that are actually filed as well as situations where the person requesting the executive session believes in good faith that a lawsuit may result, and allows for discussion of settlement strategies.

The City's Boards and Commissions may only hold an executive session for consultation with its attorney regarding pending litigation.

Ethics

Ethics are the foundation of good government. Louisville has adopted its own Code of Ethics, which is found in the City Charter and which applies to elected officials, public body members, and employees. The Louisville Code of Ethics applies in addition to any higher standards in state law. Louisville's position on ethics is perhaps best summarized in the following statement taken from the City Charter:

Those entrusted with positions in the City government must commit to adhering to the letter and spirit of the Code of Ethics. Only when the people are confident that those in positions of public responsibility are committed to high levels of ethical and moral conduct, will they have faith that their government is acting for the good of

the public. This faith in the motives of officers, public body members, and employees is critical for a harmonious and trusting relationship between the City government and the people it serves.

The City's Code of Ethics (Sections 5-6 through 5-17 of the Charter) is summarized in the following paragraphs. While the focus is to provide a general overview of the rules, it is important to note that all persons subject to the Code of Ethics must strive to follow both the letter and the spirit of the Code, so as to avoid not only actual violations, but public perceptions of violations. Indeed, perceptions of violations can have the same negative impact on public trust as actual violations.

Conflicts of Interest

One of the most common ethical rules visited in the local government arena is the "conflict of interest rule." While some technical aspects of the rule are discussed below, the general rule under the Code of Ethics is that if a Council, Board, or Commission member has an "interest" that will be affected by his or her "official action," then there is a conflict of interest and the member must:

- Disclose the conflict, on the record and with particularity;
- Not participate in the discussion;
- Leave the room; and
- Not attempt to influence others.

An "interest" is a pecuniary, property, or commercial benefit, or any other benefit the primary significance of which is economic gain or the avoidance of economic loss. However, an "interest" does not include any matter conferring similar benefits on all property or persons similarly situated. (Therefore, a City Council member is not prohibited from voting on a sales tax increase or decrease if the member's only interest is that he or she, like other residents, will be subject to the higher or lower tax.) Additionally, an "interest" does not include a stock interest of less than one percent of the company's outstanding shares.

The Code of Ethics extends the concept of prohibited interest to persons or entities with whom the member is associated. In particular, an interest of the following persons and entities is also an interest of the member: relatives (including persons related by blood or marriage to certain degrees, and others); a business in which the member is an officer, director, employee, partner, principal, member, or owner; and a business in which member owns more than one percent of outstanding shares.

The concept of an interest in a business applies to profit and nonprofit corporations, and applies in situations in which the official action would affect a business competitor. Additionally, an interest is deemed to continue for one year after the interest has ceased. Finally, "official action" for purposes of the conflict of interest rule, includes not only legislative actions, but also administrative actions and "quasi-judicial" proceedings where the entity is acting like a judge in applying rules to the specific rights of individuals (such as a variance request or liquor license). Thus, the conflict rules apply essentially to all types of actions a member may take.

Conflicts

In addition to its purchasing policies and other rules intended to secure contracts that are in the best interest of the City, the Code of Ethics prohibits various actions regarding contracts. For example, no public body member who has decision-making authority or influence over a City contract can have an interest in the contract, unless the member has complied with the disclosure and recusal rules. Further, members are not to appear before the City on behalf of other entities that hold a City contract, nor are they to solicit or accept employment from a contracting entity if it is related to the member's action on a contract with that entity.

Gifts and Nepotism

The Code of Ethics, as well as state law, regulates the receipt of gifts. City officials and employees may not solicit or accept a present or future gift, favor, discount, service or other thing of value from a party to a City

contract, or from a person seeking to influence an official action. There is an exception for the "occasional nonpecuniary gift" of \$15 or less, but this exception does not apply if the gift, no matter how small, may be associated with the official's or employee's official action, whether concerning a contract or some other matter. The gift ban also extends to independent contractors who may exercise official actions on behalf of the City.

The Code of Ethics also prohibits common forms of nepotism. For example, no officer, public body member, or employee shall be responsible for employment matters concerning a relative. Nor can they influence compensation paid to a relative, and a relative of a current officer, public body member or employee cannot be hired unless certain personnel rules are followed.

Other Ethics Rules of Interest

Like state law, Louisville's Code of Ethics prohibits the use of non-public information for personal or private gain. It also prohibits acts of advantage or favoritism and, in that regard, prohibits special considerations, use of employee time for personal or private reasons, and use of City vehicles or equipment, except in same manner as available to any other person (or in manner that will substantially benefit City). The City also has a "revolving door" rule that prohibits elected officials from becoming City employees either during their time in office or for two years after leaving office. These and other rules of conduct are found in Section 5-9 of the Code of Ethics.

Disclosure, Enforcement, and Advisory Opinions

The Code of Ethics requires that those holding or running for City Council file a financial disclosure statement with the City Clerk. The statement must include, among other information, the person's employer and occupation, sources of income, and a list of business and property holdings.

The Code of Ethics provides fair and certain procedures for its enforcement. Complaints of violations may be filed with the City prosecutor; the complaint must be a detailed written and verified statement. If the complaint is against an elected or appointed official, it is forwarded to an independent judge who appoints a special, independent prosecutor for purposes of investigation and appropriate action. If against an employee, the City prosecutor will investigate the complaint and take appropriate action. In all cases, the person who is subject to the complaint is given the opportunity to provide information concerning the complaint.

Finally, the Code allows persons who are subject to the Code to request an advisory opinion if they are uncertain as to applicability of the Code to a particular situation, or as to the definition of terms used in the Code. Such requests are handled by an advisory judge, selected from a panel of independent, disinterested judges who have agreed to provide their services. This device allows persons who are subject to the Code to resolve uncertainty before acting, so that a proper course of conduct may be identified. Any person who requests and acts in accordance with an advisory opinion issued by an advisory judge is not subject to City penalty, unless material facts were omitted or misstated in the request. Advisory opinions are posted for public inspection; the advisory judge may order a delay in posting if the judge determines the delay is in the City's best interest.

Citizens are encouraged to contact the City Clerk's Office with any questions about the City's Code of Ethics or to request a copy. A copy of the Code is also available at the City's website (www.LouisvilleCO.gov).

Other Laws on Citizen Participation in Government

Preceding sections of this pamphlet describe Louisville's practices intended to further citizen participation in government. Those practices are intended to further dissemination of information and participation in the governing process. Some other laws of interest regarding citizen participation include:

Initiative and Referendum

The right to petition for municipal legislation is reserved to the citizens by the Colorado Constitution and the City Charter. An initiative is a petition for legislation brought directly by the citizens; a referendum is a petition

brought by the citizens to refer to the voters a piece of legislation that has been approved by the City Council. In addition to these two petitioning procedures, the City Council may refer matters directly to the voters in the absence of any petition. Initiative and referendum petitions must concern municipal legislation—as opposed to administrative or other non-legislative matters. By law the City Clerk is the official responsible for many of the activities related to a petition process, such as approval of the petition forms, review of the signed petitions, and consideration of protests and other matters. There are minimum signature requirements for petitions to be moved to the ballot; in Louisville, an initiative petition must be signed by at least five percent of the total number of registered electors. A referendum petition must be signed by at least two and one-half percent of the registered electors.

Public Hearings

In addition to the opportunity afforded at each regular City Council meeting to comment on items not on the agenda, most City Council actions provide opportunity for public comment through a public hearing process. For example, the City Charter provides that a public hearing shall be held on every ordinance before its adoption. This includes opportunities for public comment prior to initial City Council discussion of the ordinance, as well as after Council's initial discussion but before action. Many actions of the City are required to be taken by ordinance, and thus this device allows for citizen public hearing comments on matters ranging from zoning ordinances to ordinances establishing offenses that are subject to enforcement through the municipal court.

Additionally, federal, state, and/or local law requires a public hearing on a number of matters irrespective of whether an ordinance is involved. For example, a public hearing is held on the City budget, the City Comprehensive Plan and similar plans, and a variety of site-specific or person-specific activities, such as annexations of land into the city, rezonings, special use permits, variances, and new liquor licenses. Anyone may provide comments during these hearings.

Public Records

Access to public records is an important aspect of citizen participation in government. Louisville follows the Colorado Open Records Act (CORA) and the additional public records provisions in the City Charter. In particular, the Charter promotes the liberal construction of public records law, so as to promote the prompt disclosure of City records to citizens at no cost or no greater cost than the actual costs to the City.

The City Clerk is the custodian of the City's public records, except for police records which are handled by the Police Department. The City maintains a public policy on access to public records, which includes a records request form, a statement of fees, and other guidelines. No fee is charged for the inspection of records or for locating or making records available for copying, except in cases of voluminous requests or dated records, or when the time spent in locating records exceeds two hours. No fees are charged for the first 25 copies requested or for electronic records.

Many records, particularly those related to agenda items for City Council and current Board and Commission meetings, are available directly on the City's website (www.LouisvilleCO.gov). In addition to posting agenda-related material, the City maintains a communication file (email) for the City Council which is available on the City's website (www.LouisvilleCO.gov).

CORA lists the categories of public records that are not generally open to public inspection. These include, for example, certain personnel records and information, financial and other information about users of City facilities, privileged information, medical records, letters of reference, and other items listed in detail in CORA. When public records are not made available, the custodian will specifically advise the requestor of the reason.

Citizens are encouraged to review the City's website (www.LouisvilleCo.gov) for information, and to contact the City with any questions regarding City records.

Public Involvement Policy

Public participation is an essential element of the City's representative form of government. To promote effective public participation City officials, advisory board members, staff and participants should all observe the following guiding principles, roles and responsibilities:

Guiding Principles for Public Involvement

Inclusive not Exclusive - Everyone's participation is welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.

- *Voluntary Participation* - The process will seek the support of those participants willing to invest the time necessary to make it work.
- *Purpose Driven* - The process will be clearly linked to when and how decisions are made. These links will be communicated to participants.
- *Time, Financial and Legal Constraints* - The process will operate within an appropriate time frame and budget and observe existing legal and regulatory requirements.
- *Communication* - The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.
- *Adaptability* - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants.
- *Access to Information* - The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.
- *Access to Decision Making* - The process will give participants the opportunity to influence decision making.
- *Respect for Diverse Interests* - The process will foster respect for the diverse values, interests and knowledge of those involved.
- *Accountability* - The process will reflect that participants are accountable to both their constituents and to the success of the process.
- *Evaluation* - The success and results of the process will be measured and evaluated.

Roles and Responsibilities - City Council

City Council is ultimately responsible to all the citizens of Louisville and must weigh each of its decisions accordingly. Councilors are responsible to their local constituents under the ward system; however they must carefully consider the concerns expressed by all parties. Council must ultimately meet the needs of the entire community—including current and future generations—and act in the best interests of the City as a whole.

During its review and decision-making process, Council has an obligation to recognize the efforts and activities that have preceded its deliberations. Council should have regard for the public involvement processes that have been completed in support or opposition of projects.

Roles and Responsibilities - City Staff and Advisory Boards

The City should be designed and run to meet the needs and priorities of its citizens. Staff and advisory boards must ensure the Guiding Principles direct their work. In addition to the Guiding Principles, staff and advisory boards are responsible for:

- ensuring that decisions and recommendations reflect the needs and desires of the community as a whole;
- pursuing public involvement with a positive spirit because it helps clarify those needs and desires and also adds value to projects;
- fostering long-term relationships based on respect and trust in all public involvement activities;

- encouraging positive working partnerships;
- ensuring that no participant or group is marginalized or ignored;
- drawing out the silent majority, the voiceless and the disempowered; and being familiar with a variety of public involvement techniques and the strengths and weaknesses of various approaches.

All Participants

The public is also accountable for the public involvement process and for the results it produces. All parties (including Council, advisory boards, staff, proponents, opponents and the public) are responsible for:

- working within the process in a cooperative and civil manner;
- focusing on real issues and not on furthering personal agendas;
- balancing personal concerns with the needs of the community as a whole;
- having realistic expectations;
- participating openly, honestly and constructively,
- offering ideas, suggestions and alternatives;
- listening carefully and actively considering everyone's perspectives;
- identifying their concerns and issues early in the process;
- providing their names and contact information if they want direct feedback;
- remembering that no single voice is more important than all others, and that there are diverse opinions to be considered;
- making every effort to work within the project schedule and if this is not possible, discussing this with the proponent without delay;
- recognizing that process schedules may be constrained by external factors such as limited funding, broader project schedules or legislative requirements;
- accepting some responsibility for keeping themselves aware of current issues, making others aware of project activities and soliciting their involvement and input; and
- considering that the quality of the outcome and how that outcome is achieved are both important.

Updated December 2024



BOARD & COMMISSION

RULES OF PROCEDURE

Adopted November 6, 2023 – by Resolution No. 66, Series 2023

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RULES OF PROCEDURE FOR THE BOARDS AND COMMISSIONS OF LOUISVILLE, COLORADO

I. DEFINITIONS

“Advisory Board” means all of the following boards which are tasked with giving advice to the City Council as specified in their formation documents:

- Arts & Culture Advisory Board
- Historical Museum Advisory Board
- Library Board of Trustees
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

“Charter” means the [Home Rule Charter of the City of Louisville, Colorado](#).

“Chair” means the member of the Board who presides over a meeting subject to Rule VII.B below.

“City” means the City of Louisville, Colorado.

“Code” means the Louisville Municipal Code.

“Board” means any of the following bodies:

- Arts & Culture Advisory Board
- Board of Adjustment
- Building Code Board of Appeals
- Historic Preservation Commission
- Historical Museum Advisory Board
- Library Board of Trustees
- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

“Board Member” means each member of a City board.

“Electronic Participation” means attendance at a meeting by computer, telephone, or other electronic means.

“Entire Board” means all current members of a board.

“Member of the Board” means each board member.

“Quasi-Judicial Board” means any of the following boards which have specific legal decision-making authority under the Charter or Code:

- Board of Adjustment
- Building Code Board of Appeals
- Historic Preservation Commission
- Local Licensing Authority
- Planning Commission

“Rules” means the Board & Commission Rules of Procedure.

“Staff Liaison” means the City staff member assigned by the City Manager to assist the board and to ensure all rules and regulations are met.

II. AUTHORITY

The following Rules shall be in effect upon their adoption by the City Council until such time as they are amended or new Rules adopted.

In order to efficiently and effectively complete City business facing a Board, all meetings must be conducted in an orderly and respectful manner. These Rules are intended to provide guidelines for the procedures to be followed for the conduct of all Board meetings.

If any Rule, on its face or as applied, conflicts with applicable provisions of the [Home Rule Charter of the City of Louisville](#) or ordinances, those provisions shall apply and that Rule shall not. Nothing herein shall prevent a Board from adopting its own rules of procedure specific to its roles and responsibilities so long as they do not conflict with these Rules.

III. MEETING CIVILITY

- A. CIVILITY AMONG MEMBERS OF THE BOARD: The Board shall preserve reasonable order and decorum and confine members of the public to discussion of the questions under consideration.

During Board meetings, members shall preserve reasonable order and decorum and shall not delay or interrupt the proceedings or refuse to obey

the order of the Chair or the Rules. Every member of the Board desiring to speak shall address the Chair, and upon recognition by the Chair, shall confine themselves to the questions under debate. Once recognized, no member of the Board shall be interrupted while speaking unless called to order by the Chair or unless a point of order is raised by another member.

- B. MEMBERS OF THE PUBLIC: Members of the public desiring to address the Board on any item on the agenda shall be recognized by the Chair, state their names, and are requested to state their place of residence (by city, town, or county of residence). Each member of the public shall speak in an audible tone for the record.

IV. **GENERAL RULES**

- A. LOCATION: All in-person Board meetings shall take place in a public building that is accessible to members of the public, with or without reasonable accommodation in accordance with applicable law.
- B. OPEN TO THE PUBLIC: All meetings, including those conducted by Electronic Participation pursuant to Section V.F, shall be open to the public. A Board may conduct executive sessions only in accordance with the Charter, Code, and applicable provisions of the Colorado Open Meetings Law.
- C. MEETING NOTICE: Notice for all meetings sessions shall be given as required by the Charter and as set by administrative rule. At the first regular meeting of every year, each Board shall designate the locations for posting of notices of its meetings.
- D. MINUTES: Minutes of each regular and special meeting shall be taken and retained permanently in the records of the City.
- E. QUORUM: A quorum is needed for the transaction of business at each meeting of a Board. A quorum shall be defined as a majority of the members of the Board holding office at the time of the meeting.
- F. ABSENCES: No member of the Board shall miss more than twenty-five percent (25%) of regular Board meetings during any calendar year. Missing more than twenty-five percent (25%) of meetings shall be cause for removal.
- G. APPLICABILITY OF THE OPEN GOVERNMENT POLICIES AND CODE OF ETHICS: Each member of the Board shall adhere to the City's Open

Government Rules and the Code of Ethics (Charter Section 5-6).

- H. DISCLOSURE OF INTEREST AND RECUSAL: Any member of the Board who has an interest in, or whose interest would be affected by, any proposed official action before the Board shall immediately and publicly disclose the nature and extent of the interest; shall not participate in any discussion or decision concerning the proposed action; shall not attempt to publicly or privately influence the Board, any public body, or any employee in connection with the action; and shall leave the room where the discussion or decision is taking place during the time the proposed action is being discussed and the decision is being made.
- I. CHAIR: The Chair is the member of the Board who presides over a Board meeting and shall do so according to these Rules and applicable law. The Chair serves as Chair of all Board meetings at which the Chair is present. In the Chair's absence, the Vice-Chair will serve as Chair. In the absence of the Chair and Vice-Chair, Board members will appoint one member to act as Chair for that meeting.

V. MEETINGS

- A. REGULAR MEETINGS: Each Board shall set a regular meeting schedule at the first meeting of each year identifying the date, time, and location of meetings.
- B. COMMITTEE MEETINGS: A committee meeting may be called if it can be properly noticed a minimum of 72 hours in advance. Committee meetings must meet all the same rules as a regular meeting.
- C. EXECUTIVE SESSIONS: A board may hold an executive session only for pending litigation and only with the City Attorney present.
- D. RESCHEDULING: A Board may reschedule meetings for dates and times outside its annual meeting schedule to avoid holidays, elections, and other matters, to achieve a quorum, or to allow for additional time for a meeting. To reschedule such meetings, the Board first must provide notice and approve of the proposal to reschedule.
- E. CANCELLATION: Any scheduled meeting may be cancelled by members or the Staff Liaison in the event there are no items for the board to discuss or in the event unforeseen emergent conditions exist which make conduct of the meeting impractical (for example, in the case of power outage) or travel to the meeting unduly hazardous (for example, in the case of blizzard conditions).

F. ELECTRONIC PARTICIPATION: When it is feasible, an electronic attendance option shall be available for Board members, applicants, and members of the public including for quasi-judicial hearings. If it is not feasible due to technological or other reasons, the in person meeting shall continue if a quorum is present.

1. All meetings that have a remote attendance option will note that on the agenda and include information on the agenda about how to join the meeting electronically.
2. Board members and members of the public attending electronically shall participate in the meeting under the same rules as those in the room.
3. Public hearings on quasi-judicial matters may be taken during a meeting with Electronic Participation.

G. FULLY REMOTE MEETINGS: The Staff Liaison with input from the board members may, in their discretion, change board meetings to a fully remote setting if needed. If a fully remote meeting is scheduled, it must be properly noticed as such and public access options must be provided on the meeting agenda.

VI. CHAIR AND VICE-CHAIR

- A. Each Board will elect a Chair and Vice-Chair at the first meeting of the year. The City recommends the Chair and Vice-Chair be rotated among Board members each year.
- B. The Chair shall preside over meetings of the Board when present and able to perform these responsibilities. The Chair shall have the same voting powers as any Board member.
- C. The Vice-Chair shall assume the duties of Chair when the Chair is absent or otherwise unable to perform the responsibilities of Chair.
- D. In the absence of the Chair and Vice-Chair, Board members will appoint one member to act as Chair for that meeting.

VII. MEETING PROCEDURE

A. PREAMBLE

1. A bedrock principle of a representative democracy is notice of impending governmental action and an opportunity for members of the public and their representatives to be heard. Principles of good government include deep respect for citizens; prudent stewardship of public resources, including the time of its citizens, staff members and appointed officials; direction that is clear and decisive; and decision making that is reasonably consistent, equitable, flexible, and transparent.
2. Through the application of these Rules, the City intends to ensure that it balances the principles described in the previous section in a way that ensures robust debate and accountability of City government to its residents. To that end, these procedures are not meant to be employed for the purpose of unreasonable rigidity, surprise, suppression of competing views, or needless prolonging of action.

B. CHAIR'S DISCRETION & RIGHT OF APPEAL The Chair shall have reasonable discretion in the application of these procedures subject to section XI.A.

C. AGENDAS: Each board will have a formal agenda for each meeting. The agenda will be set by staff for quasi-judicial boards and set by the chair in conjunction with the staff liaison for advisory boards. Each agenda will be posted as required prior to the meeting. Items cannot be added to the agenda at the meeting.

D. PUBLIC COMMENTS AT MEETINGS: All Board meetings, including Committee meetings, shall be open to the public. Members of the public shall have a reasonable opportunity to be heard at Board meetings.

The following provisions apply to any section of the agenda where public comments are allowed.

1. Members of the public desiring to address the Board on any item on the agenda shall be recognized by the Chair, state their name, and are requested to state their place of residence (by city, town, or county of residence).

2. Each board will have a section on its agenda for “Public Comments on Items Not on the Agenda.” Each speaker shall be limited to three (3) minutes.
 3. Each Board will permit public comment on any item at the time such item is being discussed by the Board. Each speaker shall be limited to three (3) minutes.
 4. Multiple citizens may designate someone to speak for them and aggregate their three-minute limit time up to a maximum of six (6) minutes of speaking time for their designated spokesperson. Those pooling their time must be physically present, identify themselves, and designate their spokesperson. A designated spokesperson may not speak for more than one group.
 5. The Chair, the Staff Liaison, or a designated board member shall enforce compliance with the time limits, and time shall be kept on a public comment clock.
- E. WRITTEN COMMUNICATIONS: Interested parties, or their authorized representatives, may address the Board by submitting written communication concerning any matter on the Board agenda. Such a written communication may be submitted by electronic mail or by addressing the communication to the Staff Liaison who will distribute copies to the Board. The communication will be entered into the record without the necessity of reading. A copy of the communication shall be posted at the meeting for the public to review. Anonymous written communications will not be accepted into the record.
- F. VOTING: For a motion to pass it requires the affirmative vote of a majority of the members of the Board present.

VIII. EXPECTATIONS OF STAFF LIAISON

A. COMMUNICATION:

1. The Staff Liaison will provide Board members with direct, open, and transparent communication about city priorities, projects, and budget.
2. The Staff Liaison will act as the conduit of information from the Board to City Council and from City Council to the board.
3. The Staff Liaison will respond to emails, phone calls, and text messages from Board members within two (2) business days and will

communicate with the Board members if a response will take more than two (2) business days.

B. ADVOCACY: The Staff Liaison will advocate ideas to City staff and leadership on the Board's behalf. The Staff Liaison will advocate for budget requests and CIP requests from the Board through the City's established budget process.

C. MEETINGS:

1. The Staff Liaison with input from the Board chair will create and publish meeting agendas and packets in accordance with bylaws, rules, and schedule established by the City Clerk's Office.
2. The Staff Liaison will work with the Chair to ensure meetings are concise and do not run exceedingly long and to ensure the discussion is limited to those items on the agenda.
3. The Staff Liaison will attend all meetings, to the best of their ability. If the Staff Liaison cannot attend a Board meeting, an alternate staff liaison will be appointed and the Chair will be notified in advance.

D. COLLABORATION:

1. The Staff Liaison will include Board members, when appropriate, in relevant projects and planning processes.
2. The Staff Liaison will include Board members on relevant communications, when appropriate, with outside organizations and individuals.

IX. EXPECTATIONS OF BOARD MEMBERS

A. COMMUNICATION:

1. There will be open and consistent communication between Board members and the Staff Liaison.
2. Board members will not speak on behalf of the Board unless specifically appointed to do so by the Board. Board members will include the Staff Liaison on all communications with outside organizations.

3. The Staff Liaison is the point of contact for all City operations related to the Board. The Staff Liaison will bring in any additional City staff as necessary for Board projects.
4. The Staff Liaison or the City's Communications Division will create all memos, marketing, and outreach materials for the Board. Board members shall not use City logos or letterhead without City approval.
5. Board members shall not create social media accounts on behalf of the Board or speak on social media on behalf of the Board or City.
6. Board members will only contact their Staff Liaison through a dedicated City email address, office phone, or cell phone (including texting) and will not contact the Staff Liaison through their personal emails, social media, or personal cell phones.

B. ADVOCACY:

1. Board members will go through proper channels when advocating for Board projects.
2. Board members will adhere to all regulations of the Fair Campaign Practices Act as they relate to City elections.

C. MEETINGS:

1. Board members will attend all meetings, to the best of their ability. If a Board member cannot attend a meeting, the member will send communication via email to the Staff Liaison with as much advance notice as possible.
2. If a Board member would like an item on an agenda, the member will reach out in advance to the Staff Liaison and the Chair. Topics not included on the agenda may not be discussed at a meeting per the City Charter.
3. Board members will meet all packet deadlines as established by the Staff Liaison and the City Clerk's Office. Items that are late may be postponed to a later meeting.

X. QUASI-JUDICIAL ACTIONS

A. PROCESS:

1. Quasi-judicial decisions are a determination of the rights, duties or obligations of a specific individual or entity. Board members making quasi-judicial decisions must do so based on the facts developed at a public hearing and through the application of presently existing legal standards of policy considerations of the facts.
2. Legally reversible decisions are almost always based on a lack of due process or procedural irregularities

B. DUE PROCESS: A quasi-judicial public hearing must include property public notice, a meaningful opportunity for interested parties to be heard, and basic fairness in procedure.

C. PREPARATION: Board members will review the meeting packet prepared by staff, understand the scope of the hearing, and be familiar with the relevant decision criteria in a case. Board members must act as impartial decision makers

D. EX PARTE CONVERSATIONS: Board members will not speak with one side or the other before or outside of the hearing process. This includes via email. Board members will disclose any unavoidable “ex parte” conversations and participate only if they are sure they can still make an unbiased decision.

E. CONDUCTING THE HEARING: Follow uniform/consistent steps for all hearings.

- Introduce Item
- Call for Disclosures
- Open Public Hearing
- Staff Report
- Applicant Presentation
- Public Comment
- Questions by Board members
- Close Public Hearing
- Deliberations
- Action

Once a hearing is closed the Board will not re-open it to hear only certain individuals, if a hearing is re-opened anyone who has not already spoken

may have the opportunity to speak.

If the Board holds and closes a hearing at one meeting and deliberates at the next, the Board cannot reopen the hearing without providing additional notice.

F. MAKING THE DECISION

1. Board members shall not make their decision on the basis of irrelevant criteria. Board members shall not base a decision on things a member “knows” but did not “learn” at the hearing. Board members will not participate in the decision if they cannot be fair and unbiased.
2. A Board members shall not participate in the decision if they did not participate in the entire hearing.

If a public hearing is opened and then continued to a later meeting, a member who missed the first meeting may review the video and all materials from the first meeting and then participate in the next one. This should be disclosed at the hearing.

3. Board members should ask for staff advice if they are unsure of the decision they are being asked to make or if they are unsure of the applicable legal criteria.
4. If appropriate, a Board may make a tentative decision and direct staff to prepare a draft written decision.

XI. **PARLIAMENTARY PROCEDURE**

- A. POINTS OF ORDER: The Chair shall determine all points of order, subject to the rights of any member of the Board to appeal to the Board, in which case the point of order shall be resolved by vote of a majority of the members of Board present.
- B. RIGHT OF THE FLOOR: Any member of the Board desiring to speak shall be recognized by the Chair.
- C. MOTIONS: Motions may be made by any member of the Board, including the Chair, provided that before the Chair offers a motion, the opportunity for making a motion should be offered to other members of the Board. Any member of the Board, other than the person offering the motion, may second a motion.

D. PROCEDURES FOR MOTIONS: The following is the general procedure for making motions:

1. Before a motion can be considered or debated it must be seconded; however, no action taken shall be invalidated simply because a motion was not properly made, seconded or recorded.
2. Once the matter has been discussed and the Chair calls for a vote, no further discussion will be allowed; provided, however, that members of the Board may be allowed to explain their votes.

E. DISCUSSION: Board members shall confine themselves to the question under discussion. All discussion must be germane to the agenda item.

F. MOTION TO END DEBATE: Any member of the Board may make a motion to end debate (also known as “calling the question”). If such a motion is made and seconded, the Chair shall immediately call for a vote on the motion. If the motion is not approved by 2/3 of the members of the Board present and voting, the Chair shall allow for debate to continue. If the motion is approved, the Chair shall call for a motion on the matter under consideration.

G. ALL MEMBERS MAY SPEAK: Each member of the Board shall have the right to speak and ask questions prior to a vote.

H. AFTER VOTING: Once a vote has been taken on a motion, there shall be no further discussion on that motion unless a motion to reconsider is properly made, seconded, and adopted.

XII. REMOVAL FROM BOARD

(City Council Resolutions No. 16, Series 2009 & No. 59, Series 2016)

A. The City Council greatly appreciates the contributions made by City residents who volunteer their time to serve on the City’s various boards and commissions. In order to help encourage citizens to volunteer and to promote an environment in which participation is productive and rewarding, the Council expects all board and commission members to work in a cooperative, constructive and civil manner.

B. To help maintain this environment the City Council has established that, during the term of office, a board member shall be removed only for cause. Cause shall include but not be limited to:

1. Violation of city or state ethics laws;

2. Conviction of a felony or of any other crime involving moral turpitude;
3. Absence from more than 25 percent of the regular meetings in any 12-month period;
4. Inefficiency, neglect of duty or malfeasance in office;
5. Knowing violation of any statute, ordinance, resolution, rule, policy or bylaw applicable to the board or commission;
6. Physical or mental disability rendering the board or commission member unable to perform his or her duties;
7. Knowing disclosure of confidential information, which is defined to mean information which is not available to the general public under applicable laws, ordinances and regulations, and which is obtained by reason of the board or commission member's position with the City;
8. Failure to maintain the qualifications of a board or commission member for the board or commission on which the member serves;
9. Behaving in a harassing, hostile, threatening or otherwise inappropriate manner, or unreasonably disrupting or interfering with the conduct of any meeting of a board or commission; or
10. Other grounds constituting cause as established by law.

C. The procedure for removal of a member of a City board or commission shall be as follows:

1. Any person who believes that there is cause to remove a member of a City board or commission as provided above shall present the evidence of such cause to the City Manager.
2. The City Manager (or their designee) shall review the evidence presented and conduct additional investigations as the City Manager deems necessary. If the City Manager determines there is sufficient evidence supporting further action, the City Manager shall contact the board or commission member who is the subject of the allegation, outline the allegation against the member and provide the member with an opportunity to respond to the allegation. After considering all information received, the City Manager shall make a

determination as to whether removal or other action is warranted.

3. If the City Manager determines there are grounds for removal, the City Manager shall present a proposed resolution for removal to the City Council for its consideration and action. The member shall be provided written notice of the grounds for removal and the time and place of the City Council's consideration of the matter, at which time the member may address the City Council regarding the grounds for removal. Removal of a member shall require the affirmative vote of a majority of the entire City Council.
4. A member may resign from a board or commission at any time by providing a written resignation letter to the Mayor or City Manager. A resignation is effective upon submission or such later date as stated in the resignation letter, without requirement for acceptance thereof.

SUBJECT: APPROVAL OF 2025 POSTING LOCATIONS FOR PUBLIC MEETINGS

DATE: JANUARY 22, 2025

PRESENTED BY: VANESSA ZARATE, CECD, ECONOMIC VITALITY MANAGER

SUMMARY:

Section 24-6-402(2)(c) of the Colorado Open Meetings Law requires that all public bodies designate the public place or places for posting of notices of public meetings. The Louisville Revitalization Commission (LRC) must annually approve posting locations by either vote or resolution.

RECOMMENDATION:

All LRC meetings will be noticed by the posting of an agenda at the following locations:

- City Hall, 749 Main Street
- Louisville Public Library, 951 Spruce Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation and Senior Center, 900 West Via Appia
- City Website, www.LouisvilleCO.gov

SUBJECT: APPROVAL OF 2025 LRC MEETING DATES

DATE: JANUARY 22, 2025

PRESENTED BY: VANESSA ZARATE, CECD, ECONOMIC VITALITY MANAGER

SUMMARY:

The Louisville Revitalization Commission will meet regularly on the third Wednesday of each month from 8 AM – 9:30 AM. All meetings will be held in Council Chambers at Louisville City Hall (749 Main Street) unless otherwise noted.

RECOMMENDATION:

The proposed 2025 LRC meeting schedule is shown below. Meeting dates may be changed in the event that a quorum cannot be reached on the scheduled meeting date.

- January 22, 2025
- February 19, 2025
- March 19, 2025
- April 16, 2025
- May 21, 2025
- June 18, 2025
- July 16, 2025
- August 20, 2025
- September 17, 2025
- October 15, 2025
- November 19, 2025
- December 17, 2025

SUBJECT: DISCUSSION/DIRECTION – ESTABLISHMENT OF A STEERING COMMITTEE FOR THE DOWNTOWN PUBLIC URBAN LANDSCAPE AND STREETScape ENHANCEMENTS (PULSE) PROJECT

DATE: JANUARY 22, 2025

PRESENTED BY: KURT KOWAR, DIRECTOR OF PUBLIC WORKS AND UTILITIES

SUMMARY:

Staff is providing opportunity for discussion of the establishment of a steering committee for the upcoming Downtown Public Urban Landscape and Streetscape Enhancements (Downtown PULSE) project anticipated to last from 2025 to 2028.

The PULSE is focused on implementing the downtown vision plan and connections with the pure mission of keeping downtown spaces lively and thriving as the heart of the community.

This topic is being provided for discussion with Council to get a PULSE on:

- Should there be a steering committee?
- What should the scope of input or key milestones be for the steering committee?
- What should the steering committee composition be?

The Downtown PULSE has created a pitter patter of excitement, concern, and questions within the community and there is an opportunity to establish a monthly rhythm with our key stakeholders.

On November 19, 2024, City Council adopted the Downtown Vision Plan for Streetscapes and Public Places (the Plan) that outlines conceptual improvements to be implemented over the next decade aimed at improving the aesthetics, accessibility, and functionality of key corridors within the City's downtown area.

A Request for Proposals (RFP) to select a professional design consultant for portions of the Plan are due in early January. A contract will be recommended for award by City Council to the selected consultant on January 21, 2025.

Construction is anticipated to be split into multiple design packages to allow for phasing within downtown activities and to provide for an expedited groundbreaking in Fall 2025. Project completion is expected in mid-2028.

There are significant challenges to performing construction in the downtown area with business activities and events taking place throughout the year. Sequencing

construction while coordinating with businesses and events staff will be important to ensure the success of the project and to minimize any negative impacts.

Design timelines to begin construction in the Fall of 2025 are very aspirational and streamlining input and design decisions is critical to project delivery success. The timelines being worked under will not provide for continuous check ins or feedback meetings with multiple boards and/or commissions.

The steering committee is envisioned to meet monthly to be informed and provide input on:

- Key project components have stakeholder input on design considerations, cost allocation, and prioritization.
- Inform high level design decisions.
- Discuss key budgetary impacts or value engineering opportunities.
- Advise staff on development of construction outreach opportunities and impact mitigation.
- Act as ongoing listening liaison through construction with the community as necessary.

An initial proposed composition of the steering committee is as follows:

- Two (2) downtown business owners (adjacent to anticipated construction)
- Two (2) Louisville residents (located within or near the project area)
- One (1) member of the Louisville Revitalization Commission (appointed by the board)
- One (1) representative from the Downtown Business Association or Chamber of Commerce to be decided by City Council (appointed by the organization)
- One (1) member of the Public Parks & Landscape Advisory Board (PPLAB) (appointed by the board)
- One (1) member of the Louisville Cultural Advisory Board (appointed by the board)

Selection for residents (2) and business owners (2) positions would be advertised on social media and the city website and a brief application would be required for those applying for the opening. Staff recommends the Council then appoint a committee of two members to review the applications and determine the appointments.

This is a multi-year commitment and member availability will be critical to meet monthly to be apprised of project information and provide requested feedback. Special meetings may occasionally be required in addition to the monthly meeting to address time sensitive issues.

SUBJECT: DOWNTOWN STEERING COMMITTEE

DATE: JANUARY 22, 2025

PAGE 3 OF 3

If the Council chooses to move forward with a steering committee, staff will bring a resolution for consideration at a future meeting. A resolution is needed to formally create the committee and outline its duties and responsibilities.

FISCAL IMPACT:

There is no fiscal impact required to establish a steering committee for the Downtown Streetscape project.

STAFF RECOMMENDATION:

Staff recommends Council provide direction on the establishment of a steering committee for the Downtown PULSE project.

ATTACHMENT(S):

1. Request for Proposals – Downtown Streetscape Project – Phase 1
2. Draft Schedule

Request for Proposals (RFP)

To Provide

**Professional Design Services
For**

**LOUISVILLE DOWNTOWN STREETSCAPE
PROJECT – PHASE 1**

RFP



December 11, 2024

For Submittal and Presentation

To
The Selection Committee
City of Louisville
Department of Public Works
Engineering Division

NOTICE TO CONSULTANTS

Project Name: Louisville Downtown Streetscape Project – Phase 1
City of Louisville Project Number: TBD

Thank you for your interest in the Request for Proposals (RFP) for Professional Design Services for the Louisville Downtown Streetscape project.

Proposals (pdf format only) shall be submitted via email to pworks@louisvilleco.gov by **2:00 pm MST (City clock), Wednesday, January 8, 2025**, at which time proposals will be date and time stamped upon receipt. Only proposals received by the City Engineer's office prior to the deadline noted above will be considered. ***No late proposals will be accepted.***

A pre-proposal meeting is scheduled for December 20 at 11:00am MST. The purpose of the pre-proposal meeting is to provide assistance to interested consultants in interpretation of the Request for Proposals, Scope of Services, Sample Contract, and other technical matters. Attendance is **mandatory**.

The meeting will be held via Microsoft Teams:

Microsoft Teams [Need help?](#)

Join the meeting now

Meeting ID: 230 092 078 71

Passcode: 7LV2hx3D

Alternate meeting link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjAxODY1ODMtOGZmNS00MmZhLWJiZGUtOGE1N2VIN2ViZDBI%40thead.v2/0?context=%7b%22Tid%22%3a%22bdc34c2-e919-4b54-b6ba-01080ac35832%22%2c%22Oid%22%3a%22352b7264-5c1d-49b4-b53a-83ada25517d5%22%7d

DESCRIPTION:

The City of Louisville is requesting written proposals from qualified consulting and engineering firms for advancing the initial phase of the "Downtown Vision Plan for Streetscapes and Public Places" ("Downtown Vision Plan") within the City of Louisville, Colorado. The selected consultant will be tasked with refining and advancing the concepts presented in the Downtown Vision Plan to final design and preparing construction documents. The project will have multiple areas of improvement within downtown Louisville, but will generally be confined to the area between Jefferson Street and the Burlington Northern Santa Fe railway to the east and west, and South Street and Elm Street to the north and south.

The conceptual designs shown in the Downtown Vision Plan will require refinement to ensure that the project can be constructed within the City's available budget. During this concept refinement and throughout the design process, the selected consultant will be required to coordinate with the City, the Downtown Streetscape Steering Committee, local businesses,

BNSF Railway Company and other various stakeholders to ensure that the overall vision for the project is maintained as refinements are made. Interested consultants should become familiar with the Downtown Vision Plan, which is included in this RFP as Exhibit A.

The City is interested in exploring alternative project delivery methods for this project due to the extensive construction impacts anticipated in the downtown area, which is home to several businesses and hosts multiple events throughout the year. A major goal of the project will be to minimize these impacts to businesses, residents, and downtown events. To accomplish this goal, construction phasing and sequencing and communications will be critical. By bringing a contractor or construction manager onto the team early in the design process, many of these phasing and construction sequencing issues can be identified early in the design process, allowing for development of phasing plans and construction sequencing alternatives aimed at minimizing impacts during construction.

The consultant will develop advanced designs for streetscape, urban landscaping, complete streets, traffic-calming, pavilion structure, drainage, lighting/electrical, irrigation, signage and monuments.

The purpose of this RFP is to provide qualified consultants with sufficient information to prepare and submit a proposal for consideration by the City of Louisville for professional engineering and design services for this project.

Professional design services consist of all services necessary to review existing conditions, studies, and reports, provide topographical and boundary survey, conduct geotechnical investigation, solicit input from the City and various stakeholders, and perform preliminary and final designs tasks to prepare construction documents (plans and specifications) for the recommended improvements.

SPECIAL PROJECT REQUIREMENTS

Certain tasks must be done by a Licensed Professional Engineer or Professional Land Surveyor who is registered with the Colorado State Board of Registration of Licensure for Professional Engineers and Land Surveyors or by a Licensed Landscape Architect registered with the Colorado State Board of Licensure for Landscape Architects.

INTERESTED CONSULTANTS:

The successful consulting team is responsible for obtaining and maintaining all required licenses for complying with federal, state, and local laws, codes, and regulations necessary to complete this project, including any required business licenses. The costs associated with obtaining these licenses is the responsibility of the consultant.

The prime firm must show, for the prime firm or any member of its team, capacity in the following disciplines: CE-Civil Engineering; LA – Landscape Architect. It is preferred that the prime firm or any member of its team have experience working on projects within or adjacent to railroad right-of-way (BNSF).

The City of Louisville anticipates that the compensation format on this contract will be Time and Materials subject to further review by the City. The City reserves the right to utilize other compensation formats, including but not limited to, a specific rate of pay or lump sum format at its sole and exclusive discretion. The selected consultant firm will be required to execute the

attached Independent Contractor Agreement with the City.

The City will only accept a digital (pdf) file of your proposal. Please email pdf documents to: pworks@louisvilleco.gov and copy jjefferies@louisvilleco.gov. Dropbox (or similar) links will be acceptable due to potential file size limits with email. A reply email will be sent from the pworks@louisvilleco.gov email to verify receipt of the proposal. If the consultant does not receive this reply within 4 hours of submitting, please contact the project manager, Jordan Jefferies, at (303) 335-4684.

Please refer to the Proposal and Submittal Requirements section to ensure compliance with the page and exhibit limits for the sections of your submittal. Submit all copies of the proposal by the due date and time as stated above. By submitting a proposal on this project the consultant is deemed to agree to the process described herein.

Tentative RFP Schedule:

First Advertisement	December 11, 2024
Second Advertisement	December 13, 2024
Pre-Proposal Meeting.....	December 20, 2024
Proposal Submission Deadline.....	January 8, 2025
Short List Consultant Notification.....	January 9, 2025
Consultant Interviews.....	January 13, 2025
Complete Contract Negotiations	January 15, 2025
Contract Approval / Execution (Council)	January 21, 2025
Project Completion (Design).....	July 2026

The City reserves the right to amend, by an addendum or addenda, this RFP prior to the date set for receipt of the submission of proposals. If an addendum is necessary for this proposal it will be placed on the Rocky Mountain E-Purchasing website on or before **Friday, December 27, 2024**. It shall be the responsibility of the interested consulting firms to obtain all addenda from Rocky Mountain E-Purchasing System. Parties obtaining bid information from any other sources do so with the understanding the information may be incomplete, out dated, inaccurate, or unreliable therefore should only be used for informational purposes.

The City of Louisville assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The City reserves the right to reject any and all bids and to waive any informalities and irregularities therein. All proposals should be assumed to be public record.

The City of Louisville will notify firms selected for interviews by email. Please include the

primary point of contact email address in your cover letter.

Consultant Acceptance of the RFP

By submitting a proposal in response to this RFP, the Consultant accepts all of the conditions described in this RFP, and agrees to abide by all final decisions made by the City. Consultants who wish to propose, but do not fully accept the conditions outlined in the Service Agreement shall do so at risk of the proposal's rejection. Exceptions to the conditions shall be clearly outlined with alternative language proposed in the Consultant's written questions submitted prior to the written question deadline noted above.

If you have any questions/comments, please contact the Project Manager, Jordan Jefferies, by email at jjefferies@louisvilleco.gov or by cell phone at 303-335-4684.

Jordan Jefferies, P.E.
Assistant City Engineer
City of Louisville

TECHNICAL QUALIFACTIONS PROPOSAL SUBMITTAL REQUIREMENTS

The following is a general description to aid you in preparing the RFP. The general outline and content should be followed. **However, the discussion of the specific elements should be determined by your interpretation of the specific project.** The listed elements are presented to help you determine the discussion content. The selection committee will evaluate your interpretation of the most important factors to address for this project within the page limits to arrive at its rating for you.

Limit the TOTAL LENGTH of the core proposal to ten (10) pages maximum, which does not include cover letter, index and/or table of contents, front and back covers, title page, separation tabs, and/or key staff resumes (keep resumes to 1 page each, maximum). Consultant must use 10-point font, or larger. Use of figures, photographs, or other graphics within the page constraints indicated is up to the discretion of the consultant. Up to two (2) 11"x17" pages may be included in the proposal, to be included in the ten-page maximum. The City cannot guarantee review of voluminous firm-specific or other information contained as an appendix. The qualified firm's proposal shall include at a *minimum* the following information:

COVER OR INTRODUCTORY LETTER

Address the cover or introductory letter to:

Jordan Jefferies, P.E.
Assistant City Engineer
Department of Public Works
City of Louisville
749 Main Street
Louisville, CO 80026

Include the following elements of information in the letter as a minimum:

- Project location.
- Certification that the information and data submitted is true and complete to the best knowledge of the individual signing the letter.
- Name, email address, and telephone number of the individual to contact regarding their submittal.
- City of Louisville requires an original signature, by a representative of the firm fully authorized to submit proposals and sign contracts on the firm's behalf. The letter shall include a statement to that effect.
- Acknowledgement of all addenda issued.

STATEMENT OF QUALIFICATIONS

- General firm information including both local and firm-wide resources pertinent to this project

- Local experience and qualifications and brief description of streetscape related project experience
- Identify experience with alternative project delivery methods
- List of licenses and professional certifications
- Location of key project personnel and availability

PROJECT TEAM

- (1) Identify:
 - (a) Project Principal
 - (b) Project Manager
 - (c) Key Staff
 - (d) Sub-consultants
- (2) Present a brief discussion regarding how the team's qualifications and experience relate to this project.
- (3) Include the following:
 - (a) Principal's level of involvement in the project
 - (b) Qualifications and relevant individual experience of prime and sub-consultant team members
 - (c) Experience on similar projects as a team
 - (d) Commitment of time and availability of key staff members over the next 24 months.
 - (e) Unique knowledge of team members related to project
 - (f) Length of time with the firm for each key team member
- (4) A project team organization chart may be included in the optional section.

FIRM CAPABILITY

- Address the firm's size and the disciplines of technical staff
- Indicate the consultant and sub-consultants availability to do the project concurrent with existing and projected workloads
- Outline computer software availability and its compatibility with City software. AutoCAD should be the primary drafting software for this project.
- Provide brief discussion of experience, if any, working on projects that required coordination with or work within the right-of-way of Burlington Northern Santa Fe railroad or other railroads.
- Consider including the following:
 - (a) Graphs depicting firm's capacity to do the project
 - (b) Information on the sub-consultant's role
 - (c) The sub-consultant function and integration into the team
 - (d) Match of personnel to the existing and future work load

PAST PERFORMANCE ON SIMILAR PROJECTS OR SIMILAR TEAMS

- List *three* relevant past projects with similar size and scope completed within the past five years with another municipality or equivalent agency fitting the project description.
- List any past projects within the past five years with the City of Louisville.
- These projects should demonstrate the experience of the project team
- Demonstrate your firm's or team's ability to do the following for projects listed above:
 - a. Control engineering and construction costs
 - b. Estimate construction costs
 - c. Quality Assurance/Quality Control Plan
 - d. Meet schedules
 - e. Provide quality work
- Include a name, telephone number, and email address of the owner's Project Manager for every project listed
- Describe your firm's role for all the projects listed above
- The descriptions should include whether the project was completed on time and within budget per the original schedule and budget; any discrepancies should be explained.

WORK PLAN and SCOPE OF SERVICES

Approach to completing the Scope of Services contained within this RFP, and any additional anticipated issues and proposed strategies for addressing the issues based on additional insight, capabilities or perspectives of the consultant. This includes demonstrating familiarity with federal, state and local agency guidelines, policies and procedures, addressing coordination with the public and other entities and defining project milestones, including project meetings and workshops.

Alternative project delivery approaches, including discussion of the pros and cons of proposed alternative delivery methods, are encouraged.

Any tasks identified in this RFP that the firm believes can be excluded shall be identified with a detailed explanation. Further, any tasks the firm believes will be critical to the success of the project should be included and fully explained.

PRELIMINARY SCHEDULE

Attach a schedule detailing project milestones and tasks to achieve and meet the indicated deadlines. Note that the design can be further phased and broken out into separate design packages in order to accommodate early construction. Not all design elements will be required to be at 100% completion at the start of construction. If the proposed schedule does not generally meet that outlined below, please include an explanation:

- Initiate Phase 1A construction by September 2025. This will likely require 100%

completion of Phase 1A design elements in July 2025. Construction of Phase 1A improvements shall be complete by mid-2027.

- Initiate Phase 1B construction by September 2026. This will likely require 100% completion of Phase 1B design elements by July 2026. Construction of Phase 1B improvements shall be complete by mid-2028.

The current schedule is provided below for additional detail:

		2024	2025				2026				2027				2028	
		Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Design	RFP Advertise															
	Design - Phase 1A															
	Design - Phase 1B															
Construction																
	Bidding - Phase 1A															
	Construction-Phase 1A															
	Bidding - Phase 1B															
Project Completion																
June - 2028																

All material submitted regarding this RFP becomes the property of the City of Louisville and will only be returned to the proposer at the City's option. The City of Louisville has the right to use any or all ideas presented in reply to this RFP. Disqualification of proposer does not eliminate this right. Proposers shall assume the document will become public record.

The Selection Committee will score the firms based on their RFP submittals. The RFP will be scored based on the attached Evaluation Criteria.

The City reserves the right to obtain financial data or other supplemental information concerning the firm and/or its proposed sub-consultants.

TECHNICAL QUALIFICATIONS PROPOSAL SCOPE OF SERVICES

The City of Louisville is seeking consulting and engineering design services of qualified professional engineering or architectural firms to provide design services for Phase 1 of the Louisville Downtown Streetscape project. This project is part of the broader downtown revitalization effort, aimed at improving the aesthetics, accessibility, and functionality of key corridors within the City's downtown area. The Downtown Streetscape project will enhance public spaces, promote pedestrian activity, and integrate sustainable, long-term improvements in line with the City's vision for a vibrant and accessible downtown. This RFP is seeking firms with the expertise and experience to advance a portion of the conceptual designs outlined in the "Downtown Vision Plan for Streetscapes and Public Places" ("Downtown Vision Plan"), included as Exhibit A, to final construction documents.

The Downtown Vision Plan establishes the vision for improvements in the downtown Louisville area over the next decade. The downtown area was last significantly improved approximately 30 years ago and various improvements have been identified that will improve aesthetics, mobility, and function and contribute to increased social interaction, economic activity, and non-vehicular travel. The Downtown Vision Plan makes recommendations for landscaping, mobility improvements, sidewalks, curbless streets, intersection enhancements, signage and wayfinding, bumpouts, and enhanced public gathering spaces.

Proposers will be expected to review the Downtown Vision Plan, which establishes the overall vision for downtown improvements over the next decade and beyond. This phase of the project, Phase 1, is focused on implementation of a portion of the "short-term" (2025 – 2027) improvements identified in the Downtown Vision Plan:

- South Street Angled Parking
- Front Street – Conversion to curbless street
- Steinbaugh Plaza
- Signage and Wayfinding Program
- Main Street – Streetscape improvements
- Main Street – Intersection improvements

The City currently doesn't have the full \$14.25M funding required to construct all of the short-term improvements identified in the Downtown Vision Plan. As such, the consultant will be required to refine the concepts of the short-term improvements listed above to align with the City's available construction budget. These refined concepts will become Phase 1 of the Downtown Streetscape project. Upon development of Phase 1, the consultant will then be required to advance the concepts to final design. It is anticipated that Phase 1 will be further split into Phase 1A and Phase 1B design packages, to create an early action design package (Phase 1A) that allows construction to begin before the entire project is fully designed.

This project is being funded by the Louisville Revitalization Committee (LRC) and the City's Capital Improvement program. The City will assemble a steering committee that will review the proposed Phase 1 improvements and approve final concepts prior to advancing to the detailed design phase.

Downtown Louisville is home to over 100 businesses and hosts several community events throughout the year. Minimizing impacts to businesses, residents, and community events through creative construction sequencing and phasing, detailed scheduling, and consistent communications will be a significant goal of this project. To this end, the City is considering alternative project delivery methods, such as Construction Manager at Risk or Design-Build, to engage construction professionals for input early in the design process. Proposers are encouraged to provide discussion on the benefits and risks of various alternative delivery methods and propose the method(s) that will allow for detailed coordination between design and construction professionals to minimize the impacts of construction downtown. Depending on the delivery method chosen, the consultant may anticipate some level of preconstruction coordination with the construction manager during the design phase.

The intent of the project is to bring the downtown vision to life by implementation of the Phase 1 improvements. To expedite the construction of the project, the Phase 1 improvements can be further phased (e.g. Phase 1A and Phase 1B) to allow for initiation of construction in some areas while design is still being finalized in other areas.

The scope of services for Phase 1 of the Downtown Streetscape project generally includes:

- Review the proposed “short-term” improvements identified in the Downtown Vision Plan and the City’s available construction budget and propose modifications to the “short-term” conceptual designs to bring them within the City’s available construction budget. The modified conceptual designs will become Phase 1 of the project;
- Develop exhibits and cost estimates (approximately 15% design development) for the proposed Phase 1 improvements for communications with City Council and steering committee;
- Perform design level topographic and boundary survey;
- Perform geotechnical investigation of the project area(s) as necessary;
- Determine applicable design criteria and requirements and memorialize in a memorandum or basis of design report;
- Determine extent of subsurface utility engineering required and develop utility plans as necessary;
- Evaluate utility conflicts and coordinate relocation of utilities as necessary;
- Develop phasing plan for the improvements to allow for construction to be initiated in limited locations in Fall of 2025. This effort may require coordination with the City’s construction manager and the steering committee;
- Prepare plans, specifications, and opinion of probable construction cost for 30%, 60%, and 90% design milestones;
- Prepare any necessary reports and studies such as drainage reports, various traffic analyses, etc.;
- Develop Stormwater Management Plan
- Prepare detailed construction schedule and sequencing for major construction activities;
- Coordinate with a construction manager on cost estimating, construction scheduling and sequencing, and other tasks if a CMAR or CM/GC project delivery method is implemented;
- Develop exhibits and assist with presentation at one public engagement event at approximately 30% design;
- Acquire all necessary permits for construction;
- Prepare plans, specifications, and opinion of probable construction costs for bid package;
- Assist with bid phase by responding to bidder questions and issuing addenda;

- Prepare construction documents including plans, specifications, and opinion of probable construction costs; and
- Provide engineering services during construction

The consultant shall plan to have an early action design package (Phase 1A) advanced to 100% by July 2025 to allow construction to begin in key areas in September 2025. Phase 1A construction is anticipated to extend through mid-2026. Design for the remainder of the Phase 1 improvements (Phase 1B) shall be complete by the third quarter of 2026 with construction anticipated to begin in September 2026 and be complete by June 2028.

DESIGN AND CONSTRUCTION STANDARDS

All design and construction shall be done in accordance with the latest edition of the applicable standards including, but not limited to, the following:

- City of Louisville Design and Construction Standards
- Americans with Disabilities Act Accessibility Guidelines. U.S. Department of Justice, United States Access Board
- Manual on Uniform Traffic Control Devices
- Mile High Flood Control District (formerly Urban Drainage Flood Control District) Storm Drainage Design and Technical Criteria
- BNSF Standards and Criteria

AGENCIES AND INTERESTED STAKE HOLDERS

- City of Louisville
 - o Public Works Department
 - o Parks and Recreation Department
 - o Library
- Regional Transportation District (RTD Denver)
- Burlington Northern Santa Fe Railroad (BNSF) – portions of the project are in BNSF ROW and affect current agreements with BNSF
- Louisville Revitalization Committee (LRC)
- Louisville Sustainability Office
- Louisville Economic Vitality Department
- Residents of nearby neighborhoods
- Downtown businesses, employees, & local chamber of commerce
- Utility companies
- Local mobility partners

The consultant will work closely with the City of Louisville Project Manager to perform the work necessary to create design plans, technical specifications, cost estimates, reports, and engineering studies for this project based on standard City formats. Electronic drawing files submitted to the City shall be in both .pdf and .dwg format, or as determined by the City of Louisville Project Manager.

The project is anticipated to include the following tasks as outlined below. It is expected that the top consultant will hold a final scoping and scheduling meeting with City staff prior to finalizing the contract.

I. GENERAL SERVICES AND PROJECT MANAGEMENT

As a part of their project management plan, the consultant will, at a minimum, regularly schedule meetings and coordinate with City staff, project team and, all appropriate entities outside of the City; identify and facilitate milestone meetings, workshop(s), and public meeting(s); and submit monthly schedule, budget, and project status reports. Status reports shall be submitted electronically. Schedules shall be prepared and submitted in pdf format.

A. PROJECT MANAGEMENT PLAN

The consultant will prepare and submit for approval a Project Management Plan (PMP) to include, at a minimum, the following elements:

- Scope
- Budget
- Baseline project schedule
- Permitting requirements anticipated
- Outside agency coordination
- Resident/Business meetings
- Public outreach
- Anticipated project meetings
- Stakeholder list
- Communications plan
- Quality Assurance/Quality Control (QA/QC) plan

B. PROJECT COORDINATION/MEETINGS

The consultant's project manager will coordinate with the City's project team, the consultant's team, and outside entities regarding the project. The first step in project coordination will be to establish the Project Management Team (PMT) that will guide and oversee the execution of this project and develop a list of stakeholders. Coordination will occur within the PMT and Stakeholder groups as discussed below:

1. INITIAL PROJECT MEETINGS

The consultant will be required to coordinate and attend the project kickoff meeting. This meeting will include the consultant and their subconsultants, City staff (including Public Works, Planning, and Parks), and others as required.

2. PROGRESS MEETINGS

At minimum, monthly meetings will be conducted with the Project Management Team (PMT) at the City, or virtually. Consultant shall demonstrate ability to host meetings virtually. At these meetings, the team will review the tasks completed, the tasks planned, discuss the schedule and make key decisions. At a minimum, the PMT is expected to include City decision-making staff, consultant discipline leads as needed, and sub consultants as needed.

Action items will be tracked, and a list will be kept with each agenda. This list will denote who is responsible, when action is needed, and whether or not the action item is completed. Conference calls will also be used to provide project management

updates.

These Progress Meetings will be used to coordinate and track the work effort and resolve problems. The meetings will review the following:

- o Activities required to be completed since the last meeting
- o Problems encountered and effectiveness of previous meeting
- o Activities required to be completed by the next meeting
- o Solutions proposed for unresolved and anticipated issues
- o Coordination and information or items required from other agencies and stakeholders

3. AGENCY AND STAKEHOLDER COORDINATION

The consultant shall conduct independent coordination meetings, as needed with the affected agencies and stakeholders for project development and success.

Affected agencies may include but are not limited to: those listed in the "Agencies and Interested Stakeholders" section above, utility providers, mobility groups, and other potential permitting authority agencies.

The consultant will be required to develop and maintain a project stakeholder list. Stakeholder meetings will be held as needed to provide updates to stakeholders and obtain input on project elements. The consultant shall coordinate with the City Project Manager to develop a communications plan to guide stakeholder communications.

4. STEERING COMMITTEE COORDINATION

The consultant will be required to coordinate with and provide periodic updates to the steering committee that will be established for this project. The steering committee is anticipated to be small group of local business owners, residents, Louisville Revitalization Committee members, and Louisville Parks & Public Landscaping Board members that will provide direction and input on the overall project.

The steering committee will provide key feedback on the refinement of the initial concepts and development of the Phase 1 scope. The steering committee may also be involved in design reviews, selecting a construction manager and/or contractor, providing guidance on project issues, aiding in selection of aesthetic components, and other tasks as warranted.

5. DESIGN REVIEW AND/OR COMMENT RESOLUTION MEETINGS

The consultant shall coordinate and attend meetings with the City, agencies, or other stakeholder reviewers and/or decision-makers as needed to present designs and/or issues, and to seek resolution of comments and issues. These meetings shall include consultant PM, discipline leads, and subconsultants as needed. At a minimum, the consultant shall plan on the following types and intervals of such meetings:

- Design development meetings
- Maintenance agency/entity reviews
- Pre-submittal meetings
- Comment resolution Meetings
- Utility coordination meetings

The consultant shall coordinate with City project manager or designee for meeting logistics and coordination requirements and make recommendations to align, combine, and/or overlap meetings as applicable to maintain efficiency.

The consultant shall obtain written concept approval from the City of Louisville prior to proceeding with the detailed design phase.

6. PUBLIC MEETINGS/COORDINATION

In coordination with the City's Project Manager, City Communications staff, and outside agencies, the consultant shall provide presentation material, support City staff, and assist in conducting a public presentation of the 30% design prior to advancing to the final design phase. This presentation will be informational only and will not be a means to seek actionable feedback from the public. City Communications staff will provide notification to the public regarding the meeting

7. COMMUNICATION AIDS

The consultant shall provide graphic support using displays, exhibits, and write-ups for updating project information on the City's web and social media pages. The City's communication department will update the project web page with this information. The information presented will be reviewed and approved by the project management staff and communication department prior to posting on the project web page.

II. CONCEPTUAL DESIGN

The consultant shall review the conceptual designs for the short-term improvements detailed in the Downtown Vision Plan. Initial cost estimates for these improvements currently exceed the City's available construction budget. Therefore, it is necessary to make modifications to these conceptual designs to bring the costs in line with the City's available budget. The modified short-term improvements will become Phase 1.

The consultant shall provide exhibits and cost estimates for the Phase 1 conceptual design at approximately 15% design. These exhibits will be utilized by City staff to seek final approval of the concepts from the steering committee or City Council prior to advancing to the preliminary design phase (30%).

III. DATA COLLECTION

Consultant shall perform necessary due diligence and data collection to develop the design packages and any associated reports and studies. Utilities shall be located and evaluated for final location and determine if additional easements and ROW are necessary for those relocations.

A. TOPOGRAPHIC SURVEY

Field survey information shall meet the requirements of the City of Louisville. (Benchmarks and Survey Control Drawings). Topographic mapping shall include contours at 1-foot intervals.

B. GEOTECHNICAL INVESTIGATION

A geotechnical investigation shall be conducted to gather information on existing conditions and inform the design process in areas where any foundations or structural work is anticipated.

C. UTILITY LOCATES AND SUBSURFACE UTILITY ENGINEERING (SUE)

Consultant shall propose and recommend amount of utility investigations necessary in sufficiently evaluating existing utility conflicts and any potential relocations.

All existing underground and overhead utilities within the proposed survey area shall be clearly marked. The consultant shall, if necessary, provide a Subsurface Utility Engineering (SUE) plan that outlines the process for accurately locating (both horizontally and vertically) ALL below ground utilities. The consultant shall coordinate with utility companies regarding future plans they may have for additional utilities within the corridor.

The consultant shall contact and coordinate with all utility providers within the project corridor. Consultant shall provide the Quality Level appropriate for final design and corridor study consistent with ASCE 38-02 standards for the entire corridor. The consultant shall locate ALL utilities within the corridor. This includes ALL active and abandoned utilities. Utility test hole locations shall be of a frequency to accurately depict a 3D model of both above ground and below ground facilities. Utility locates will be coordinated and conducted for the project during the field survey phase.

The City reserves the right to increase, reduce, or eliminate the quality level based on the development of the project.

The consultant shall be prepared to evaluate and make recommendations for potential major utility conflicts and demonstrate prior experience in coordinating with various agencies.

D. FLOODPLAIN and FLOODWAY ASSESSMENT

Identify locations of floodplains and floodways and any planned changes to the floodplains using floodplain mapping. A portion of the project area was formerly in the floodplain prior to recent storm sewer improvements. The consultant will be required to verify that proposed drainage improvements do not expand the floodplains in the downtown area or to the extent that other properties are impacted.

E. DRAINAGE

The consultant shall perform a review of existing runoff and drainage patterns to assist in preparing preliminary drainage analysis and make recommendations for water quality. Selected consultant shall also perform preliminary designs and evaluate runoff

and make recommendations on inlet frequency, capacity, and stormwater conveyance.

Consultant shall prepare a preliminary and final drainage report that will lay the framework for final design and analysis.

F. PREVIOUS PLANS AND STUDIES

Confirm commitments/approaches from previous studies or plans.

IV. DESIGN SERVICES

The design effort will utilize the information gathered during the Data Collection phase of the project and the conceptual designs modified from the Downtown Vision Plan. The consultant will advance the modified conceptual designs to a bid-ready set of Construction Documents, with design milestones at 30%, 60%, and 90%. Additionally, if any addenda are issued during the bid phase, these shall be incorporated into a final Construction Document set.

At each design milestone, a design package shall be issued to the City for review and comment. A design workshop may be held at key milestones to discuss and resolve comments. The City may distribute plans to additional stakeholders for review at each design milestone.

It will be the responsibility of the consultant to advise the City as to anticipated tasks beyond those detailed in this RFP to create a successful design for the project. Should the consultant believe additional designs tasks are needed beyond what has been scoped in this RFP; the consultant shall include that detail in the written proposal.

The design plans are to adhere to City standards and may include the following sheets: Title Sheet, General Notes, Survey Control Plan, Removal Plans, Roadway Plans, Cross Sections, Landscape Plans, Irrigation Plans, Lighting/Electrical Plans, Signage & Striping Plans, Grading & Drainage Plans, Utility Plans, Monuments Plans, Architectural Plans, Structural Plans, and Standard Details.

The consultant shall evaluate underground utility locations and review for conflicts and create preliminary designs and recommendations for any necessary relocations.

Consultant shall evaluate and size necessary storm water collection, conveyance, detention, and outfall. It is not anticipated that extensive drainage design will be required. Existing inlets and collections systems in the project area may require modification with the addition of bumpouts and the elimination of the curb and gutter along a portion of Front Street.

Construction sequencing and phasing will be critical to minimize impacts to downtown businesses and events. The engagement of a construction manager or general contractor early in the design phase may help provide valuable insight into phasing and sequencing construction to minimize impacts downtown. The consultant will need to coordinate closely with City staff to understand the constraints that will inform the sequencing and phasing plan.

A. CONCEPTUAL DESIGN SUBMITTAL

The consultant shall provide scoping and conceptual design for the Phase 1

improvements, at approximately 15% design development, to align with the City's available budget. The conceptual design submittal shall include exhibit and cost estimates. A phasing plan shall also be provided for phasing the improvements into Phases 1A and 1B.

B. 30% PRELIMINARY DESIGN PACKAGE SUBMITTAL – PHASE 1A & 1B

The consultant shall prepare all preliminary design documentation including; plans, details, quantities and reports necessary to develop the design package. The 30% design package submittal shall include plans, cost estimate, and a list of required technical specifications. A public presentation and steering committee meeting will be required at the 30% design milestone as outlined in sections above.

C. 60% / 90% / BID SET DESIGN PACKAGE SUBMITTALS – PHASE 1A & 1B

The 60% and 90% design packages shall include plans, cost estimate, proposed construction schedule, and draft technical specifications. The Bid Set shall include all the items in the 60% and 90% design package advanced to 100% completion with all review comments resolved.

D. CONSTRUCTION DOCUMENT SUBMITTAL – PHASE 1A & 1B

The construction documents shall include final plans, specifications and opinion of probable construction cost. Any revisions arising from the bid phase due to addenda shall be incorporated into the final construction documents.

E. PRELIMINARY REPORTS

Consultant shall provide preliminary reports at the 30% design milestone to include:

- Preliminary drainage to include runoff analysis, changes to impervious areas, proposed modifications to stormwater collection/conveyance, analysis of water quality/detention requirements
- Utility impact report
- Others necessary for successful project delivery

Reports shall be finalized based on City and stakeholder comments at the 30% level and resubmitted as final at the 90% design milestone.

F. COORDINATION OF DESIGN

The consultant shall coordinate design as needed with the City's designated project management team. The consultant shall ensure the design is in compliance with all Federal, state, local, and City requirements. If an alternative delivery method is utilized that engages a construction manager in the design phase, then additional coordination with the construction manager will be required. These coordination efforts will be focused on constructability, construction sequencing, and construction cost estimating.

G. DRAINAGE

The consultant shall coordinate with City of Louisville and the Mile High Flood District staff and coordinate any necessary maintenance agreements. Consultant shall prepare a preliminary and final drainage report in accordance with City of Louisville requirements.

H. FLOODPLAIN ANALYSIS

The consultant will conduct a floodplain analysis for the preferred alternative to verify that proposed drainage improvements do not expand the floodplains in the downtown

area or to the extent that other properties are impacted.

I. QUANTITIES AND COST ESTIMATES

A detailed engineer's opinion of probable construction costs shall be provided at each milestone design package submittal. If a construction manager is engaged early through an alternative project delivery method, the consultant may be required to coordinate with them on development of the cost estimates.

J. CONSTRUCTION SCHEDULE

A construction schedule shall be submitted with each milestone design package submittal. Special consideration shall be given to sequencing and phasing construction to minimize impacts to businesses and downtown community events. A detailed schedule of community events, heavy shopping times, etc. will be provided to the selected consultant during the preliminary design phase. If a construction manager is engaged early through an alternative project delivery method, the consultant may be required to coordinate with them on development of the sequencing plan and schedule.

V. ENGINEERING SERVICES DURING CONSTRUCTION

The consultant shall provide engineering services during construction to support the successful implementation of the project. The consultant shall ensure that construction aligns with the approved design documents, quality standards, and regulatory requirements. Services shall include:

- Attend pre-construction and periodic progress meetings to provide engineering input and address design-related questions
- Review and respond to contractor requests for information (RFIs), shop drawings, and submittals.
- Provide clarifications or revisions to design as needed to resolve unforeseen conditions or conflicts in the field.
- Review and assess proposed changes to the design or scope of work.
- Prepare and issue change orders and document all modifications to the project scope of design.
- Provide recommendations for final acceptance and assist with the preparation of as-built drawings, warranties, and project closeout documentation.
- Oversee required testing and commissioning of irrigation, electrical and other critical infrastructure.

Construction inspections will be performed by City of Louisville staff, so it is anticipated that field inspections will not be included in the consultant's scope.

VI. ADDITIONAL SERVICES

As authorized in writing by the City of Louisville's Project Manager, consultant shall coordinate, support and perform any further services or assignments as needed and requested by the City for the project, contingent upon additional fee, contract budget reallocations, and/or project funding negotiations. These services could include unforeseen and currently unidentified scope of services including but not limited to: additional coordination meetings, unforeseen design challenges, changing conditions, etc.

TECHNICAL QUALIFACTIONS PROPOSAL EVALUATION CRITERIA

Technical qualification proposals will be evaluated on the criteria listed below. The selection committee will review each firm's approach to ascertain their understanding of the project and issues to ensure that a proper effort will be devoted to the project, and to entertain the firm's special perspective on approach, techniques, and work efforts.

1. STATEMENT OF QUALIFICATIONS: Exhibited strength of firm to complete this project based on the information provided in the proposal including Project Manager; project management structure; QA/QC program; technical discipline leads, including support project engineers and other professional staff; sub-consultants; and location (s) of key personnel, including sub-consultants. Firm shall acknowledge they are capable of meeting the insurance requirements outlined in the Design Services Agreement. A sample agreement is included in this solicitation.
2. PROJECT UNDERSTANDING AND APPROACH: Project approach and scope of work, including demonstrated understanding of technical and non-technical issues associated with the project, understanding of City policies and procedures, demonstrated familiarity with Federal, State and Local Agency guidelines and value added by the firm's proposed approach and schedule. Includes demonstrated understanding of permitting and institutional requirements. Firms should indicate experience with alternative delivery methods on projects, if proposed.
3. PRIOR PROJECT EXPERIENCE: Firms should list relevant projects and include a record of past performance. If projects were not on-time and on-budget it should be clearly indicated as to why.
4. PROJECT SCHEDULE: Firms should provide an initial project schedule based on the information provided in the RFP. Should firms wish to include (or exclude) additional tasks not identified in the proposal, it should be clearly indicated in the project understanding and approach.
5. OVERALL QUALITY: Firms will be graded on the clarity and quality of the proposal along with ability to follow the directions of the RFP including the overall quality, readability and responsiveness of the proposal and adherence to submittal requirements.

Note: The team of key personnel presented in the proposal shall work on the project until completion. Any substitute of personnel shall require the approval, in writing, of the City. Personnel changes shall only be considered for valid reasons such as an employee leaving the firm, major illness or accident. Only persons as well qualified as the proposed individual shall be approved.

Proposals will be evaluated based on the following criteria:

1. Statement of Qualifications:

- | | |
|--|------------------|
| a. Qualifications of firm, project team and personnel: | 20 points |
| b. Firm's QA/QC program: | <u>5 points</u> |
| Subtotal: | 25 points |

2. Project Understanding and Approach:

- | | |
|--|------------------|
| a. Project understanding and approach: | 30 points |
| b. Understanding of project permitting and institutional requirements: | <u>5 points</u> |
| Subtotal: | 35 points |

3. Prior Project Experience:

- | | |
|---|------------------|
| a. Experience and performance of the project team/firm on similar projects: | 15 points |
| b. Project delivery history for time and budget: | <u>5 points</u> |
| Subtotal: | 20 points |

4. Project Schedule:

Subtotal: 10 points

5. Overall Quality:

Subtotal: 10 points

TOTAL: 100 points

Selection Process:

This RFP is being solicited under a multi-step procurement procedure consisting of three phases generally described below:

Phase 1: All interested consultants must submit a proposal addressing those items in this solicitation. The Selection Committee will evaluate each proposal based on the evaluation criteria outlined in this section to create a short list of consultants to be further evaluated in the next phase. Only those consultants who are placed on the short list will be considered during the second phase. The City will typically invite two or three consulting firms to interview in phase two. However, the City reserves the right to waive the second phase interview requirements and enter directly into Phase 3 with the top ranked firm.

Phase 2: During the second phase all those firms that the City has notified of being placed on the short list for further evaluation will be required to participate in an interview. This interview will be held on-site at the City of Louisville with a conference room to be selected at a later date. The interview could be scheduled as soon as one week after the completion of the evaluations in Phase 1. The firm that is selected as the top ranked firm will then enter into Phase 3 with the City.

Phase 3: The top ranked firm shall begin the negotiation process for award of the contract. Within 5 days of being notified of being the top-ranked firm the consultant shall schedule the

project kickoff meeting with the City and submit the following:

- Draft of the Detailed Scope of Work (SOW)
- Draft Detailed Project Schedule
- Price Proposal, including rate sheets for all staff by title

The detailed SOW shall include a detailed breakdown by tasks and sub tasks that shows the services that will be required to complete the project, including any tasks not previously identified in the RFP.

The detailed project schedule should directly correspond to the proposed SOW and be in bar chart format showing tasks and sub tasks from the beginning to end, including key milestones.

The detailed price proposal shall include all tasks and sub tasks shown in the SOW with estimated hours to perform the work with enough detail including team member title and rates that should be reflected in the agreed upon rate sheet.

The consultant shall be prepared to discuss the scope and schedule during the kickoff meeting.

Should the City be unable to reach an agreement with the top-ranked firm the City will initiate negotiations with the second-ranked firm. This process will continue until a satisfactory contract is negotiated, or the City exercises its right to reject all proposals.

SAMPLE AGREEMENT

**AN AGREEMENT BY AND BETWEEN THE CITY OF LOUISVILLE
AND _____
FOR CONSULTING SERVICES**

1.0 PARTIES

This AGREEMENT FOR CONSULTING SERVICES (this “Agreement”) is made and entered into this ____ day of _____, 20____ (the “Effective Date”), by and between the **City of Louisville**, a Colorado home rule municipal corporation, hereinafter referred to as the “City”, and _____ [Name of Contractor], a _____ [State of Formation and Type of Entity] hereinafter referred to as the “Consultant”.

2.0 RECITALS AND PURPOSE

- 2.1 The City desires to engage the Consultant for the purpose of providing _____ services as further set forth in the Consultant’s Scope of Services (which services are hereinafter referred to as the “Services”).
- 2.2 The Consultant represents that it has the special expertise, qualifications and background necessary to complete the Services.

3.0 SCOPE OF SERVICES

The Consultant agrees to provide the City with the specific Services and to perform the specific tasks, duties and responsibilities set forth in Scope of Services attached hereto as Exhibit “A” and incorporated herein by reference.

4.0 COMPENSATION

- 4.1 The City shall pay the Consultant for services under this agreement a total not to exceed the amounts set forth in Exhibit “B” attached hereto and incorporated herein by this reference. [Further revise as needed to reflect whether contract is hourly or flat amount] The City shall not pay mileage and other reimbursable expenses (such as meals, parking, travel expenses, necessary memberships, etc.), unless such expenses are (1) clearly set forth in the Scope of Services, and (2) necessary for performance of the Services (“Pre-Approved Expenses”). The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Consultant’s efforts, including but not limited to salaries, benefits, overhead, administration, profits, expenses, and outside consultant fees. The Scope of Services and payment therefor shall only be changed by a properly authorized amendment to this Agreement. No City employee has the authority to bind the City with regard to any payment for any services which exceeds the amount payable under the terms of this Agreement.

- 4.2 The Consultant shall submit monthly an invoice to the City for Services rendered and a detailed expense report for Pre-Approved Expenses incurred during the previous month. The invoice shall document the Services provided during the preceding month, identifying by work category and subcategory the work and tasks performed and such other information as may be required by the City. The Consultant shall provide such additional backup documentation as may be required by the City. The City shall pay the invoice within thirty (30) days of receipt unless the Services or the documentation therefor are unsatisfactory. Payments made after thirty (30) days may be assessed an interest charge of one percent (1%) per month unless the delay in payment resulted from unsatisfactory work or documentation therefor.

5.0 PROJECT REPRESENTATION

- 5.1 The City designates _____ as the responsible City staff to provide direction to the Consultant during the conduct of the Services. The Consultant shall comply with the directions given by _____ and such person's designees.
- 5.2 The Consultant designates _____ as its project manager and as the principal in charge who shall be providing the Services under this Agreement. [The Services shall not be provided by persons other than _____.] [or] [Should any of the representatives be replaced, particularly _____, and such replacement require the City or the Consultant to undertake additional reevaluations, coordination, orientations, etc., the Consultant shall be fully responsible for all such additional costs and services.]

6.0 TERM

- 6.1 The term of this Agreement shall be from the Effective Date to _____, 20____, unless sooner terminated pursuant to Section 13, below. The Consultant's Services under this Agreement shall commence on [(the Effective Date) or (on another date desired by the City, after the Effective Date)] and Consultant shall proceed with diligence and promptness so that the Services are completed in a timely fashion consistent with the City's requirements.
- 6.2 Nothing in this Agreement is intended or shall be deemed or construed as creating any multiple-fiscal year direct or indirect debt or financial obligation on the part of the City within the meaning of Colorado Constitution Article X, Section 20 or any other constitutional or statutory provision. All financial obligations of the City under this Agreement are subject to annual budgeting and appropriation by the Louisville City Council, in its sole discretion. Notwithstanding anything in this Agreement to the contrary, in the event of non-appropriation, this Agreement shall terminate effective December 31 of the then-current fiscal year.

7.0 INSURANCE

- 7.1 The Consultant agrees to procure and maintain, at its own cost, the policies of insurance set forth in Subsections 7.1.1 through 7.1.4. The Consultant shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. The coverages required below shall be procured and maintained with forms and insurers acceptable to the City. All coverages shall be continuously maintained from the date of commencement of services hereunder. The required coverages are:
- 7.1.1 Workers' Compensation insurance as required by the Labor Code of the State of Colorado and Employers Liability Insurance. Evidence of qualified self-insured status may be substituted.
 - 7.1.2 General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and TWO MILLION DOLLARS (\$2,000,000) aggregate. The policy shall include the City of Louisville, its officers and its employees, as additional insureds, with primary coverage as respects the City of Louisville, its officers and its employees, and shall contain a severability of interests provision. The policy shall also include the Colorado Department of Transportation (CDOT), its officers and its employees, as additional insureds, with primary coverage as respects the City of Louisville, its officers and its employees, and shall contain a severability of interests provision.
 - 7.1.3 Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than FOUR HUNDRED THOUSAND DOLLARS (\$400,000) per person in any one occurrence and ONE MILLION DOLLARS (\$1,000,000) for two or more persons in any one occurrence, and auto property damage insurance of at least FIFTY THOUSAND DOLLARS (\$50,000) per occurrence, with respect to each of Consultant's owned, hired or non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision. If the Consultant has no owned automobiles, the requirements of this paragraph shall be met by each employee of the Consultant providing services to the City of Louisville under this Agreement.
 - 7.1.4 Professional Liability coverage with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate.
- 7.2 The Consultant's general liability insurance, automobile liability and physical damage insurance, and professional liability insurance shall be endorsed to include the City, and its elected and appointed officers and employees, as additional insureds, unless the City in its sole discretion waives such requirement. Every policy required above shall be primary insurance, and any insurance carried by the City, its officers, or its employees, shall be excess and not contributory insurance to that provided by the Consultant. Such policies

shall contain a severability of interests provision. The Consultant shall be solely responsible for any deductible losses under each of the policies required above.

- 7.3 Certificates of insurance shall be provided by the Consultant as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be subject to review and approval by the City. No required coverage shall be cancelled, terminated or materially changed until at least 30 days' prior written notice has been given to the City. The City reserves the right to request and receive a certified copy of any policy and any endorsement thereto.
- 7.4 Failure on the part of the Consultant to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of contract upon which the City may immediately terminate this Agreement, or at its discretion may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by Consultant to the City upon demand, or the City may offset the cost of the premiums against any monies due to Consultant from the City.
- 7.5 The parties understand and agree that the City is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to the City, its officers, or its employees.

8.0 INDEMNIFICATION

To the fullest extent permitted by law, the Consultant agrees to indemnify and hold harmless the City, and its elected and appointed officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the services hereunder, if and to the extent such injury, loss, or damage is caused by the negligent act, omission, or other fault of the Consultant or any subcontractor of the Consultant, or any officer, employee, or agent of the Consultant or any subcontractor, or any other person for whom Consultant is responsible. The Consultant shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands. The Consultant shall further bear all other costs and expenses incurred by the City or Consultant and related to any such liability, claims and demands, including but not limited to court costs, expert witness fees and attorneys' fees if the court determines that these incurred costs and expenses are related to such negligent acts, errors, and omissions or other fault of the Consultant. Notwithstanding the foregoing, Consultant's duty to defend, indemnify and hold harmless the City, and its elected and appointed officials and employees as set forth in this section shall only arise upon determination, by adjudication, alternative dispute resolution, or mutual agreement between Consultant and the City, of the Consultant's liability or fault.]The City shall be entitled to its costs and attorneys' fees incurred in any action to enforce the provisions of this Section 8.0. The Consultant's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the City.

9.0 QUALITY OF WORK

Consultant's professional services shall be in accordance with the prevailing standard of practice normally exercised in the performance of services of a similar nature in the Denver metropolitan area.

10.0 INDEPENDENT CONTRACTOR

It is the expressed intent of the parties that the Consultant is an independent contractor and not the agent, employee or servant of the City, and that:

- 10.1. Consultant shall satisfy all tax and other governmentally imposed responsibilities including but not limited to, payment of state, federal, and social security taxes, unemployment taxes, worker's compensation and self-employment taxes. No state, federal or local taxes of any kind shall be withheld or paid by the City.
- 10.2. **Consultant is not entitled to worker's compensation benefits except as may be provided by the Consultant nor to unemployment insurance benefits unless unemployment compensation coverage is provided by the Consultant or some entity other than the City.**
- 10.3. Consultant does not have the authority to act for the City, or to bind the City in any respect whatsoever, or to incur any debts or liabilities in the name of or on behalf of the City.
- 10.4. Consultant has and retains control of and supervision over the performance of Consultant's obligations hereunder and control over any persons employed by Consultant for performing the Services hereunder.
- 10.5. The City will not provide training or instruction to Consultant or any of its employees regarding the performance of the Services hereunder.
- 10.6. Neither the Consultant nor any of its officers or employees will receive benefits of any type from the City.
- 10.7. Consultant represents that it is engaged in providing similar services to other clients and/or the general public and is not required to work exclusively for the City.
- 10.8. All Services are to be performed solely at the risk of Consultant and Consultant shall take all precautions necessary for the proper and sole performance thereof.
- 10.9. Consultant will not combine its business operations in any way with the City's business operations and each party shall maintain their operations as separate and distinct.

11.0 ASSIGNMENT

Except as provided in section 22.0 hereof, Consultant shall not assign or delegate this Agreement or any portion thereof, or any monies due or to become due hereunder without the City's prior written consent.

12.0 DEFAULT

Each and every term and condition hereof shall be deemed to be a material element of this Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default.

13.0 TERMINATION

13.1 This Agreement may be terminated by either party for material breach or default of this Agreement by the other party not caused by any action or omission of the other party by giving the other party written notice at least thirty (30) days in advance of the termination date. Termination pursuant to this subsection shall not prevent either party from exercising any other legal remedies which may be available to it.

13.2 In addition to the foregoing, this Agreement may be terminated by the City for its convenience and without cause of any nature by giving written notice at least fifteen (15) days in advance of the termination date. In the event of such termination, the Consultant will be paid for the reasonable value of the services rendered to the date of termination, not to exceed a pro-rated daily rate, for the services rendered to the date of termination, and upon such payment, all obligations of the City to the Consultant under this Agreement will cease. Termination pursuant to this subsection shall not prevent either party from exercising any other legal remedies which may be available to it.

14.0 INSPECTION AND AUDIT

The City and its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant that are related to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

15.0 DOCUMENTS

All computer input and output, analyses, plans, documents photographic images, tests, maps, surveys, electronic files and written material of any kind generated in the performance of this Agreement or developed for the City in performance of the Services are and shall remain the sole and exclusive property of the City. All such materials shall be promptly provided to the City upon request therefor and at the time of termination of this Agreement, without further charge or expense to the City. Consultant shall not provide copies of any such material to any other party without the prior written consent of the City.

16.0 ENFORCEMENT

- 16.1 In the event that suit is brought upon this Agreement to enforce its terms, the prevailing party shall be entitled to its reasonable attorneys' fees and related court costs.
- 16.2 This Agreement shall be deemed entered into in Boulder County, Colorado, and shall be governed by and interpreted under the laws of the State of Colorado. Any action arising out of, in connection with, or relating to this Agreement shall be filed in the District Court of Boulder County of the State of Colorado, and in no other court. Consultant hereby waives its right to challenge the personal jurisdiction of the District Court of Boulder County of the State of Colorado over it.

17.0 COMPLIANCE WITH LAWS

- 17.1 Consultant shall be solely responsible for compliance with all applicable federal, state, and local laws, including the ordinances, resolutions, rules, and regulations of the City; for payment of all applicable taxes; and obtaining and keeping in force all applicable permits and approvals.
- 17.2 Consultant acknowledges that the City of Louisville Code of Ethics provides that independent contractors who perform official actions on behalf of the City which involve the use of discretionary authority shall not receive any gifts seeking to influence their official actions on behalf of the City, and that City officers and employees similarly shall not receive such gifts. Consultant agrees to abide by the gift restrictions of the City's Code of Ethics.

18.0 INTEGRATION AND AMENDMENT

This Agreement represents the entire Agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties.

19.0 NOTICES

All notices required or permitted under this Agreement shall be in writing and shall be given by hand delivery, by United States first class mail, postage prepaid, registered or certified, return receipt requested, by national overnight carrier, or by facsimile transmission, addressed to the party for whom it is intended at the following address:

If to the City:

City of Louisville
Attn: City Manager
749 Main Street
Louisville, Colorado 80027
Telephone: (303) 335-4533

Fax: (303) 335-4550

If to the Consultant:

Any such notice or other communication shall be effective when received as indicated on the delivery receipt, if by hand delivery or overnight carrier; on the United States mail return receipt, if by United States mail; or on facsimile transmission receipt. Either party may by similar notice given, change the address to which future notices or other communications shall be sent.

20.0 EQUAL OPPORTUNITY EMPLOYER

- 20.1 Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability or national origin. Consultant will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, age, sex, disability, or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of the Equal Opportunity Laws.
- 20.2 Consultant shall be in compliance with the applicable provisions of the American with Disabilities Act of 1990 as enacted and from time to time amended and any other applicable federal, state, or local laws and regulations. A signed, written certificate stating compliance with the Americans with Disabilities Act may be requested at any time during the life of this Agreement or any renewal thereof.

21.0 NO THIRD PARTY BENEFICIARIES

It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to City and Consultant, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party on such Agreement. It is the express intention of the parties that any person other than City or Consultant receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

22.0 SUBCONTRACTORS

Consultant may utilize subcontractors identified in its qualifications submittal to assist with non-specialized works as necessary to complete projects. Consultant will submit any proposed subcontractor and the description of its services to the City for approval. The City will not work directly with subcontractors.

23.0 AUTHORITY TO BIND

Each of the persons signing below on behalf of any party hereby represents and warrants that such person is signing with full and complete authority to bind the party on whose behalf of whom such person is signing, to each and every term of this Agreement.

In witness whereof, the parties have executed this Agreement to be effective on the date first above written.

CITY OF LOUISVILLE,
a Colorado Municipal Corporation

By: _____
Ashley Stolzmann, Mayor

Attest: _____
Meredyth Muth, City Clerk

CONSULTANT:

By: _____
Title: _____

Exhibit A – Scope of Services

[Insert Scope of Service(s)]

EXHIBIT B

{Insert Consultant Service Pricing}

TECHNICAL QUALIFACTIONS PROPOSAL SPECIAL CONDITIONS

The following are special conditions to the RFP and contract:

Consultant Responsibility for Proposal Costs: The City is not liable for any costs incurred by any consultant associated with the preparation of the proposal, the negotiation of the contract, or for services prior to the award of the Agreement. Submitted proposals shall be assumed to be public record.

Sample Agreement: Included in this RFP is a sample Agreement for Professional Services used by the City. Consultants shall review this agreement – no changes to this agreement will be allowed without written City attorney approval. Consultant shall verify the City's current insurance requirements and ensure compliance.

Subletting of Contract: Subletting of the contract is strictly prohibited without prior written approval of the City.

EXHIBIT A

Louisville Downtown Vision Plan for Streetscape and Public Places



DOWNTOWN VISION PLAN

FOR STREETSCAPES
AND PUBLIC PLACES

MAY 2024

CITY OF LOUISVILLE

MIG ARTHOUSE DESIGN FEHR+PEERS

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ACKNOWLEDGEMENTS

CITY OF LOUISVILLE

Chris Leh Mayor

CITY COUNCIL

Chris Leh Mayor
 Caleb Dickinson Mayor Pro Tem Ward 1
 Tim Bierman Ward I
 Deborah Fahay Ward II
 Judi Kern Ward II
 Barbara Hamlington Ward III
 Dietrich Hoefner Ward III

PROJECT LEADERSHIP

Adam Blazmore Director of Parks, Recreation & Open Space
 Kristen Bodine Youth Services Supervisor
 Austin Brown Economic Vitality Specialist
 Derek Cosson Senior Communications Specialist
 Cameron Fowlkes City Engineer
 Kevin Frey Facilities Manager
 Jeff Hirt Planning Manager
 Amelia B. Hogstad Senior Planner
 Grace Johnson Communications Manager
 Kurt Kowar Director of Public Works
 Chris Lichty Supervisor of Forestry & Horticulture
 Abby McNeal Parks Superintendent
 Hannah Miller Sustainability Specialist
 Geoff Newton Assistant City Engineer
 Mindy Oljer Senior Administrative Assistant
 Byron Weber Parks Planning & Project Manager
 Gigi Yang Museum Services Supervisor
 Vanessa Zarate Economic Vitality Manager
 Rob Zuccaro Director of Community Development

DOWNTOWN BUSINESS ASSOCIATION (DBA)

BOARD OF DIRECTORS

Rick Kron President
 Mark Oberholzer Vice President, Entertainment Liaison
 Heather Bingham Treasurer

BOARD MEMBERS

Jenni Hawatch Retail Liaison
 Tom Horst Dialogue Editor
 Ashley O'Connell Communications
 Eric Reed Restaurant Liaison
 Greg Reedy Membership Coordinator
 Retail Liaison
 Services Liaison

LOUISVILLE REVITALIZATION COMMISSION (LRC)

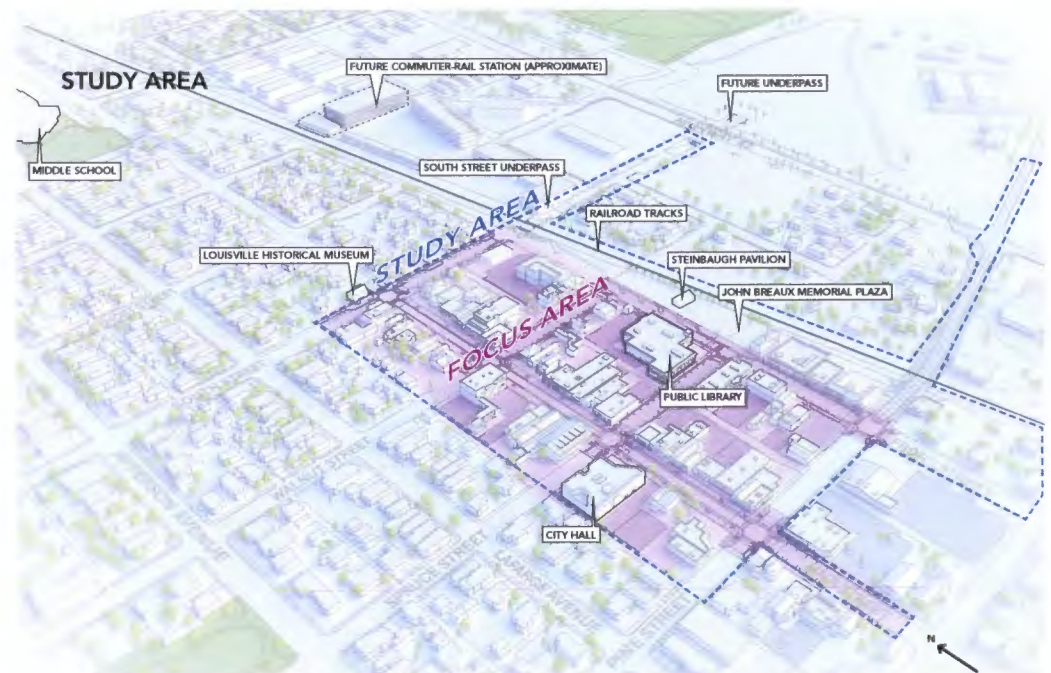
Lesli Adler Chair
 Corrie Williams Vice-Chair
 Cill Harald Secretary
 Barbie Iglesias
 Bob Toft
 Mayor Chris Leh
 Jeff Upton

The project team would also like to thank stakeholders from the following groups who attended site walks and Open Houses:

Parks And Public Landscaping Advisory Board (PPLAB)

Louisville Sustainability Advisory Board (LSAB)

Louisville Cultural Council (LCC)



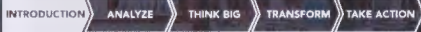


CHAPTER 1

INTRODUCTION

The Downtown Louisville Vision Plan is a strategic roadmap for shaping the future of its vibrant downtown area. Combining history with innovation, downtown Louisville offers a unique blend of charm and modernity, attracting residents, businesses, and visitors alike. This plan invites collaboration from stakeholders to create a sustainable, inclusive, and thriving downtown environment. This plan builds upon Downtown Louisville's rich character for a prosperous future.

VISION STATEMENT In the heart of Louisville is envisioned a downtown that is more than just a destination- it is a dynamic and welcoming expression of our community's spirit. This 2024 Downtown Vision Plan integrates branding, wayfinding, transportation, and placemaking, weaving a tapestry of connectivity and creativity that reflects the unique identity of Louisville.



A UNIQUE FRONT RANGE DESTINATION

BOULDER

WYOMING
CANYON
NATIONAL
ANTHROPOLOGICAL
MUSEUM

6

ROCKY
FLATS
NATIONAL
WILDLIFE REFUGE

72

WHEELER
FAIRPLAY
FARM

10

70

GOLDEN



A REGIONAL DESTINATION

Louisville is a vibrant, walkable community with a rich history and a strong sense of place. The city is home to a diverse mix of residents, including families, young professionals, and retirees. The city's location in the Front Range provides easy access to the mountains and the city of Denver.

Louisville is a community that values its history and its connection to the land. The city is home to a variety of parks and recreational areas, including the Wheeler Fairplay Farm and the Rocky Flats National Wildlife Refuge. The city is also home to a variety of cultural and historical sites, including the Wheeler Fairplay Farm and the Rocky Flats National Wildlife Refuge.

Louisville is a community that values its history and its connection to the land.

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LOUISVILLE BY THE NUMBERS*

7

square miles

21,226

residents

41.7

median age

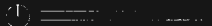
\$135,840

median household
income

750

brick and mortar
businesses, including
historic downtown

* U.S. CENSUS BUREAU, 2024



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MILES

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KILOMETERS

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MILES

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MILES

INTRODUCTION

WHY A VISION FOR STREETSCAPES AND PUBLIC PLACES

The livable city is one that offers a variety of attractions and opportunities to citizens and visitors.

A livable city puts public life at the center of planning, strengthened by an overall focus on liveliness, health, attractiveness, sustainability and safety.

The human, cultural and social aspects should be carefully taken into consideration to deliver truly sustainable developments for the future.

Why this plan?

Louisville's Downtown area was improved in the early to mid-1990s with improvements to streets, utilities, landscaping, irrigation, lighting and other improvements. The brick paving pattern was integrated into these updates as well as other infrastructure updates.

The intent of this project is to develop a document that will not only provide a vision for the downtown revitalization, but to also provide concept level designs for the recommended improvements to complement the agreed upon vision.

Public investment in infrastructure, such as streetscapes and the public realm, can yield significant economic benefits that positively impact private investment and overall community prosperity. One key benefit is the enhancement of property values. When a community invests in well-designed streetscapes and public spaces, it improves the attractiveness and desirability of the area, leading to higher property values and higher incentive to locate a business there. This increase in

value incentivizes private property owners to invest further in their properties, thereby contributing to the overall economic growth of the community.

Morover, a thoughtfully planned public realm can stimulate increased business activity. Vibrant streetscapes with pedestrian-friendly features, such as widened sidewalks, street furniture, and landscaping, create an inviting environment that encourages people to spend time and money in the area. This uptick in foot traffic can translate into higher sales for local businesses, driving economic expansion and job creation in sectors such as retail, hospitality, and services.

Additionally, public investment in infrastructure projects generates jobs in the short term through construction and related industries. The improved attractiveness of the community can attract new businesses or encourage existing ones to expand, further contributing to job creation and economic vitality.

A well-planned public realm fosters a unique sense of place within a community, attracting visitors, residents, and businesses drawn to its distinct character and identity. This sense of place instills pride among community members, encouraging them to invest in and support local businesses and initiatives.

For a small community like Louisville, investing in a public realm and streetscapes plan can be particularly beneficial. Small communities often rely heavily on their local economies, and improvements to public infrastructure can make a significant difference in attracting visitors, supporting local businesses, and enhancing overall quality of life for residents. By creating attractive and accessible public spaces, Louisville

can differentiate itself from neighboring areas, attract investment, and foster sustainable economic growth over the long term.

Completing a downtown vision plan and activating great public places are integral components of urban development and revitalization efforts. Desired activations and programming should also inform the design of the public realm. Design and activation work hand-in-hand to create great public places and streetscapes. Streetscape activation is the process of enhancing the built environment around streets and public spaces with art, street furniture, outdoor dining areas, and other activities and amenities to create more engaging and attractive areas for people to gather and interact.

Benefits of streetscape activation can include:

- Adds increased foot traffic, social interaction, and economic activity
- Contributes to sense of place and identity
- Encourages non-vehicular modes of travel
- Creates more opportunities for people to linger and engage with their surroundings
- Helps forge strong social ties between people and their downtown

Well-designed streetscapes can benefit local businesses and generate great revenue for downtown and the City. However, an expertly-crafted public space is not enough. All great public spaces also have activation and programming to continually refresh activities and experiences for residents and visitors.

DOWNTOWN OPPORTUNITIES

Setting

Louisville has a magnificent setting. The mountains and history are great elements of Louisville's identity. All around downtown you can see glimpses of these treasures. The natural amenities near the town give an extra dimension to the urban-rural-mountain life of Louisville.

Downtown is the Heart-physically and culturally Louisville's downtown is central to its overall community fabric. Downtown is well-situated in the center of multiple neighborhoods and therefore plays an important role in connecting the various parts of Louisville.

The grid structure makes it easy to orient oneself and the fairly flat and wide streets and sidewalks that run north and south form the perfect base for a potential culture of more walking and biking in downtown.

Much of the city's social and cultural life is within the downtown area—Street Fairs, museums, civic buildings, and events permeate downtown year-round.

Good Existing Walkability

In general, downtown has walkable and easy accessible sidewalks of good quality. The short street blocks and four-way crossings make it a fine base for walking in a city.

Great Festival and Event Culture

Louisville, Colorado, hosts over 30 downtown events each summer like the lively Louisville Street Fair with music and local vendors. The Farmers' Market offers fresh produce and family activities.

Entrepreneurial Spirit

Downtown Louisville hosts dozens of charming businesses on Main Street including 30 restaurants and eateries and 20 unique boutique shops offering clothing, gifts, and artisanal products.

Why now?

The Marshall Fire in Louisville, Colorado, has left a profound impact on the community, both emotionally and physically. In the aftermath of such a tragedy, investing in the public realm and public spaces downtown is not just appropriate but crucial for several reasons.

The COVID-19 pandemic, coupled with the devastating effects of the Marshall Fire, has intensified the need for community-focused public spaces. The isolation and uncertainty brought by the pandemic have underscored the importance of having accessible, safe, and welcoming public areas where people can reconnect and support one another. By investing in downtown public spaces, the residents can come together to rebuild and heal, fostering a sense of unity and resilience in a time of compounded challenges.

The COVID-19 pandemic accelerated shifts in market trends, with many businesses and consumers prioritizing outdoor, flexible, and adaptable spaces. Revitalizing public spaces can act as a catalyst for economic recovery. Downtown Louisville, as a commercial hub, stands to benefit significantly from such investments. By enhancing its appeal through modern, resilient public infrastructure, businesses can be encouraged to reopen or establish themselves anew. This, in turn, creates job opportunities and stimulates economic activity, helping the community bounce back not only from the fire but also from the broader economic impacts of the pandemic.

The necessity of updating outdated infrastructure has never been more evident. Modernizing infrastructure to meet current business needs and

community expectations is vital to ensuring that Louisville remains competitive and attractive in a rapidly changing world. The dual impacts of the Marshall Fire and COVID-19 have highlighted the vulnerabilities in the existing public realm. Investing in downtown public spaces sends a powerful message of hope and commitment to the community's future. It demonstrates that despite the challenges faced, the City remains dedicated to creating vibrant, inclusive, and safe environments for its residents.

The aftermath of the Marshall Fire, coupled with the ongoing challenges posed by COVID-19 and evolving market trends, presents a unique opportunity to invest in the public realm and public spaces downtown. By fostering unity, driving economic recovery, addressing outdated infrastructure, prioritizing sustainability, and inspiring hope, these investments can play a pivotal role in the community's healing and resurgence. Now more than ever, it is essential to invest in the heart of the city, ensuring that it remains a thriving, resilient, and forward-looking place for generations to come.

Who pays?

The Louisville Revitalization Committee (LRC) is the City's urban renewal entity, charged with eliminating and preventing blight within the urban renewal boundary areas.

The Highway 42 Urban Renewal Area was adopted in 2006 and encompasses Downtown Louisville. Through the adoption of this urban renewal area, the LRC collects property tax increment to be used to eliminate and remediate blight within the boundary area.

In cooperation with property owners and other stakeholders, the LRC seeks to provide assistance to stimulate private investment and accomplish the objectives of each urban renewal plan. Public-private partnerships and other forms of cooperative development will be critical to the LRC's strategy for stimulating growth and reinvestment and preventing the spread of blight and eliminating the blighting conditions.

Funds collected by the LRC must be spent within the LRC boundary.

This plan was funded by the LRC. The LRC, in collaboration with the City of Louisville, envision a dynamic urban design plan aimed at transforming downtown into a vibrant and resilient community hub. Projects that appear in this plan will be funded through existing LRC funds and Capital Improvement Plan (CIP) funds through the City. The City does not plan on using bonds or other public financing mechanisms at this time to fund the projects shown in this plan.



CREATING GREAT PUBLIC PLACES

A dynamic, engaging, and thriving downtown puts public life at the center of planning, strengthened by an overall focus on liveliness, health, attractiveness, sustainability, and safety. The planning process needs a holistic approach—a vision—for how all aspects of human, cultural, and social aspects should be taken into consideration.

A good indicator of successful public life is people's use of the public realm for a variety of activities during the course of a day. Two factors that can be observed and recorded readily are:

1. **Number of People in a public space**
2. **The Amount of Time people spend in the public realm**

Spaces where a large number of people linger for a long period of time tend to be more successful. Spaces with few people walking

slowly or lingering for long periods of time are perceived to be less successful. This observation underlies the principles that are the basis for the work described in this vision plan.

Creating and managing downtown public spaces is essential for fostering vibrant and livable urban environments. Every downtown area is unique, and the best practices may need to be adapted to suit the specific needs and characteristics of each community. Effective management, ongoing community engagement, and a commitment to quality are key to the success of downtown public spaces.

There are many potential elements that could be considered as part of new public space design in Louisville. Common elements or elements previously discussed are listed below along with best practices and lessons learned from other communities to create a downtown neighborhood which is full of life and activity all times of year and all times of day.



SUCCESSFUL PUBLIC LIFE

1

Long-term stays make lively downtowns

The activity level will be remarkably when pedestrians or people indoors are tempted to spend time in living and comfortable public spaces. The extent of staying activities has the largest impact on the activity level in a public space.

2

Planning for optional activities create lively downtowns

All cities, regardless of the quality of the public realm, have people engaged in necessary activities: walking to and from, waiting for the bus, etc. The quality of the public realm can be measured in how many people choose to visit for optional reasons because the city offers a variety of experiences to enjoy the public realm, look at other people, meet friends and engage in activities.

3

A variety of places create lively downtowns

Smaller gestures inviting people to stay in nice places can tempt passers-by to linger for awhile. Informal spaces people can visit during breaks or outdoor seating areas can invite people to dwell in public spaces with possibilities for recreation and refreshments. An inviting space offers good comfort, sun, views, other people, shelter, and a respect for human scale. A balance between active and calm places is important to invite many user groups.

4

A strong pedestrian network makes lively downtowns

Walking should be simple and attractive. A network that connects destinations, lively pedestrian, good climatic conditions, interesting things to look at, safety throughout the day all contribute to making. Walking activities need to be concentrated in a network of lively, attractive and safe streets following the principle "to concentrate" as opposed to "spread out" to ensure an active public realm.

5

Many user groups create lively downtowns

When a city is able to invite many different groups to use the public spaces—elderly, disabled, children, families, young people, working people, and a more varied use of the city can be obtained both in terms of who, how and time of day, week, or year. A lively city does not rule out specific user groups to invite others, but invites a great variety of all users to get the balance right.

6

A balance between road users creates lively downtowns

When traffic volumes are low and traffic moves slowly there tends to be more public life and more opportunities to meet in the public spaces. A good balance between the road users can often be achieved by inviting people to walk, cycle, or take public transport instead of the car.

A VISION FOR DOWNTOWN LOUISVILLE

Downtown Louisville embodies a harmonious blend of tradition and modernity. It is a place where history meets innovation, and where small-town values intersect with growing

This plan seeks to enhance the quality of life for residents, support businesses, foster economic growth, and celebrate Louisville's unique identity. It aims to preserve heritage, protect natural resources, and create a downtown that is accessible, sustainable, and inclusive for all. As Louisville embarks on this exciting journey of revitalizing its beloved downtown, this document invites readers to explore the vision laid out in these pages, and to be a part of the ongoing conversation that will shape the heart and soul of Louisville for generations to come.

Much of Louisville's current success resulted from passion, hard work, vision, and planning. The community adopted the Design Handbook for Downtown Louisville in 1998. The following year, the community adopted the Downtown Louisville Framework Plan, with major goals that led to the transformation of downtown. Keen attention to pedestrian experience has reinvigorated the sidewalks and businesses



The alignment of all these resources and opportunities requires a renewed vision and direction for downtown. The 2024 Downtown Vision Plan sets the vision for our downtown's public spaces and streetscapes. A great city belongs to the people, as do its public spaces. Over the course of six months, hundreds of people shared their perspectives with ideas and dreams for the future of downtown Louisville. Open community meetings, pop-up events, brainstorming sessions, site walks, debates, and online dialogue led to many

While the range of ideas was broad, several clear themes emerged to become the basis for this plan. How does Louisville go from great to great again? How do we take the city to the goals and actions of this planning document into an improved downtown experience for residents, workers, and visitors to start with a clean slate? These questions and the projects will help bridge downtown's detractors and ongoing development, improve the pedestrian experience, create new and improved public spaces, and create a new downtown that brings between the many different organizations, institutions, businesses, and residents who live in Louisville. The plan also addresses the role that attendees engaged events spoke of an inclusive city that is authentic, to capitalize on our extraordinary assets. Participants agreed that a new narrative for the city was to be prominent and accessible. They wanted a city that is walkable, bikeable, and well-connected. Participants wanted to shine a spotlight on diversity, design, and entrepreneurship. They want to bring to their truly unique, public, and private spaces and outdoor spaces. They want a city that is a lush, unique, "true Louisville."

Now the City leaders and stakeholders begin the next phase. This plan lays out goals and strategies for realizing this collection vision. Some goals encompass projects already underway, including the parklet program and the South Street underpass. Other goals start the ball rolling on long-range visions, still others tackle critical challenges or difficult locations.

This vision plan begins the work of realizing a vision with ideas that become concepts and concepts that begin discussions. And discussions that begin action. This plan adds some significant new ideas to the mix. Catalytic projects anchored in the downtown core will transform Louisville.

Over the last two decades, Louisville has been consistently ranked as one of the top cities to live in the US, one of the best small towns in America, and one of the best cities in Colorado to raise a family.



INTRODUCTION

A Vision for Downtown Louisville

Through two public open house events, workshops, and online interactions, several consistent themes emerged. These included an emphasis on creating authentic Louisville experiences; focusing on inclusion so that downtown benefits everyone; connectivity to/from downtown area destinations; branding and identity for the downtown area.

PROJECT VISION STATEMENT

In the heart of Louisville is envisioned a downtown that is more than just a destination – it is a dynamic and welcoming expression of our community's spirit. This 2024 Downtown Vision Plan integrates branding, wayfinding, transportation, and placemaking, weaving a tapestry of connectivity and creativity that reflects the unique identity of Louisville.

The Downtown Plan vision statement incorporates these themes and is the foundation for our recommendations.

Plan Framework and Goals

This vision statement is ambitious. How to make it real is the focus of the remainder of the report. Three Framework Themes have been developed which elaborate on the vision and contain specific goals and actions necessary to implement the theme. The Framework Themes are detailed and summarized below:

AMPLIFY Enhance downtown Louisville's vibrancy and diversity by building on its existing strengths while introducing new programming and activation opportunities for year-round enjoyment. Focus on placemaking, public realm activation, and showcasing Louisville's creativity and history. Update streetscape amenities with unified materials, furnishings, and refreshed aesthetics.

LINK Make it easy for Louisville residents, employees, and visitors to access downtown and nearby destinations whether traveling locally or regionally. This theme supports the vision for better connectivity and sustainability by encouraging connectivity to parks, trails, bike lanes, and nearby attractions to/from downtown.

NAVIGATE Emphasize effective wayfinding systems which do not overload users with information, advocating for a consistent strategy that includes clear and legible

visual cues to enhance comprehension and navigation in complex spaces.

Plan Objectives

The vision statement and plan goals create a series of vision plan objectives, each operating underneath the broader plan framework and goals:

AMPLIFY

- Respect and celebrate the unique cultural heritage of Louisville by preserving historical sites, promoting public art, and integrating cultural elements into the urban fabric, ensuring an amplified sense of identity and pride for residents.
- Foster a sense of place by incorporating distinctive elements, public art installations, and landscaping that reflect the unique identity of downtown Louisville, encouraging residents and visitors to connect with their surroundings.
- Transform underutilized areas into lively and engaging public spaces that cater to diverse community needs, providing platforms for cultural events, recreational activities, and social gatherings.
- Design and activate public spaces that serve as hubs for community events, markets, and recreational activities, promoting a sense of belonging and community.
- Implement strategies to activate streetscapes through the introduction of street-level retail, pop-up shops, and interactive



installations, fostering a vibrant and lively atmosphere throughout downtown.

- Integrate green infrastructure, such as street trees, pocket parks, and landscaping to enhance the aesthetic appeal of downtown while also improve air and water quality, and contribute to the overall well-being and attractiveness of the community.

LINK

- Develop transportation options that welcome people of all ages, abilities, and varied backgrounds to downtown Louisville.
- Design complete streets that are inviting, attractive, foster social connection, and reflect the city's small-town atmosphere.
- Promote community health and environmental sustainability by encouraging downtown access by alternate modes to driving, especially for short trips from within Louisville.
- Support local businesses and economic development.
- Foster a sense of community by creating interconnected public spaces, plazas, and gathering areas that encourage social interaction and strengthen the bonds among residents.
- Create layered sidewalk, trail, bikeway, transit, and roadway networks that make it convenient and safe for users of all modes to access downtown Louisville.

- Consider how to support drivers of electric vehicles (both cars and micromobility) through public charging options.
- Improve transit access with first-and-last mile connections to bus stops and by incorporating transit-oriented development.
- Encourage safe speeds downtown by installing traffic calming infrastructure.
- Improve crossings for people walking, rolling, and biking; especially across key barriers such as South Boulder Road, CO-42, and the railroad tracks.

NAVIGATE

- Provide an easy-to-understand visual hierarchy to the information being provided.
- Use a macro-to-micro lens when creating the messaging strategy and order destinations from closest to furthest.
- Consider the number of messages per sign, or sign panel; ideally a maximum of five per sign or three per sign for vehicular signs.
- Consider using symbols when possible – they are great shorthand and multi-lingual.
- Be consistent with messages and the messaging of other existing signs in the area.
- Resist the urge to over-direct and message – simplicity is key.

Transformative Projects

The elements of the vision statement and Framework Themes are given physical form through a series of Transformative Projects which are illustrated in Chapter 4. These focus areas and strategies were chosen as the most strategic interventions where public and private interactions could have a transformative impact on downtown Louisville. The Transformative Projects are as follows:

1. STEINBAUGH PLAZA Concentrate short-term investments on creating a dynamic streetscape between Spruce Street and Walnut Street which supports the numerous events and activities like Street Faire and the Farmer's Market and the Steinbaugh Pavilion area.

2. FRONT STREET CURBLESS STREET Transform the existing parking area around the Pavilion to become a plaza: an active community node with all-season and all-weather activations and community gathering. Given its position at the intersection of Spruce Street and Front Street, it can be the new secondary destination away from Main Street and act as a complement to the activity of Main Street. As needs arise, it could be used as curbless parking.



INTRODUCTION

3. DOWNTOWN STREETScape IMPROVEMENTS

Create additional amenity space for trees, landscaping, and seating. Repair/replace existing bricklin banding. Expand end-of-block bulbouts and convert a small number of parking spaces in mid-block areas. Additionally, intersection improvements like raised crossings and material improvements can help spur small improvements in the short-term. In the long-term, a curbside street could be created to further activate and transform Main Street.

Implementation

The Framework Themes and Transformative Projects cannot come to fruition without extensive partnerships and a commitment for funding and financing those improvements necessary to transform and support these goals and objectives. Chapter 5 lays out the implementation strategy for the downtown Vision Plan. Under several specific strategies are actions regarding funding, governance, roles and responsibilities, and tools to recruit key uses to downtown Louisville.

ENGAGING THE PUBLIC

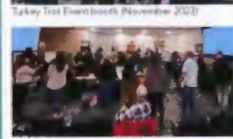
An extensive community engagement and stakeholder engagement process using trusted techniques was utilized to encourage a diverse group of citizens to contribute to the plan. Public open house events, stakeholder site walks and feedback meetings, and a robust online presence using Engage Louisville all offered valuable input to help guide the process. Public meetings and workshops included two pop-up events at the annual Turkey Trot and Festival of Lights. A stakeholder site walk was organized and during the site walk participants completed a survey

using an analytical tool called an Urban Quality Assessment. Outreach also include two community open houses, a series of community meetings directed at specific groups including businesses and nearby residents rounded out the outreach. Stakeholder presentations included dialogue with the URC and constant contact with City leadership. It is estimated that over 200 individuals attended these meetings, contributing vital ideas and insight.

Following the stakeholder site walk, the project team held two community open houses, presentations to Advisory Boards, and maintained constant contact with City leadership and decision-makers. It is estimated that over 200 individuals attended these meetings, contributing vital ideas and insight.

Additional information and results of stakeholder input are in Appendix E and F.

- Vendor booth / pop-up at Turkey Trot in November 2022
- Vendor booth / pop-up at Ice Skating Rink in January 2024
- Open House #1 on February 22, 2024
- Open House #2 on May 23, 2024
- Community-wide business meeting April 11th
- Downtown neighborhood meeting April 11th
- Two presentations to Louisville Revitalization Commission (open to public)



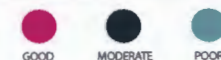
URBAN QUALITY ASSESSMENT RESULTS



12 FACTORS FOR A GREAT PUBLIC SPACE

PROTECTION	COMFORT	ENJOYMENT
Protection against traffic & accidents: feeling safe	Opportunities to walk & cycle	Opportunities to sit
Protection against crime & violence: feeling secure	No unpleasant sensory experiences	Opportunities to see
Protection against inaccessibility: open for all	Opportunities to stop & stay	Opportunities to talk & listen
		Aesthetic qualities & positive sensory experience

QUALITY ASSESSMENT





CHAPTER 2

ANALYZE

The analysis of downtown Louisville encompasses a multifaceted approach, considering key aspects such as the city's historical legacy, urban development, economic landscape, cultural vibrancy, and transit initiatives. It provides a holistic understanding of Louisville, offering valuable insights into the factors that have shaped its trajectory and continue to influence its future trajectory. By peeling back the layers of the existing urban fabric, the analysis seeks not only to document the city's current state but also to forecast the potential paths that lie ahead. The analysis aspires to shed light on the dynamic interplay between tradition and innovation, community and commerce, and the natural environment and urban infrastructure that define downtown Louisville.

WHAT ARE SOME OF THE CHALLENGES?



1

Narrow Sidewalks
Limited room for patios and public space activation

2

Need for Year-round Activation
Temporary street closures do not solve all the challenges of activating streets and creating a great place to live, work, and play for all seasons and weather.

3

Need for Adaptable and Flexible Streets
Downtown Louisville is busy! With numerous fairs, festivals, events, and year-round retail and restaurant activity, Louisville needs to be adaptable and flexible for all kinds of uses.

4

Limited Wayfinding
Downtown Louisville should be a place accessible and easy to navigate for all users.

5

Railroad Tracks
The railroad tracks are a physical barrier to both development and movement around downtown Louisville. A safe, and well-connected downtown is paramount to its success.

6

Need for Human Comfort
Because of narrow sidewalks, downtown is often lacking in simple amenities like seating and shade which create comfortable places to spend time in.

DOWNTOWN CAN CAPITALIZE ON ITS HISTORY



Louisville, Colorado, has a rich and varied history that reflects its evolution from a mining town to a vibrant community with a strong cultural heritage. Here is an overview of the history of Louisville, including key landmarks such as Frenchtown, the Acme Mine site, Steinbaugh Pavilion, and the grain elevator:

- **Acme Mine Site:** Like many towns in Colorado, Louisville experienced a mining boom in the late 19th century, primarily focused on coal mining. The discovery of rich coal deposits in the region attracted miners and their families, leading to the rapid growth of the town. The coal mining industry was a vital economic engine for Louisville and the surrounding area for decades. The Acme Mine site represents Louisville's mining heritage. The Acme Coal Mine was one of numerous mines operating in the area during the peak of the coal mining era. It played a crucial role in supplying coal for heating, industrial, and transportation purposes, contributing significantly to the local economy.
- **Steinbaugh Pavilion:** The Steinbaugh Pavilion is a notable gathering place in downtown Louisville with historical significance. Originally constructed in the early 1900s, today it serves as a community hub for social events, meetings, and entertainment activities. Over the years, the pavilion has been renovated and restored, preserving its historical charm while adapting to modern uses as a venue for concerts, markets, and festivals.
- **Grain Elevator:** The grain elevator is another iconic landmark that reflects Louisville's agricultural heritage. Grain elevators were

crucial facilities for storing and processing grains, supporting local farmers and contributing to the region's agricultural economy. While many grain elevators across the country have disappeared over time, the preservation of Louisville's grain elevator serves as a reminder of the town's agricultural roots. As mines shut down, there was a turn toward dining that allowed downtown's economy to shift. Downtown Louisville soon became known as a regional destination for Italian-American food and culture.

Today, Louisville celebrates its history through various initiatives, including historical preservation efforts, heritage festivals, and interpretive programs. The town's historic sites and landmarks serve as tangible connections to its past, attracting visitors and residents alike who appreciate its rich cultural heritage and unique identity rooted in mining, agriculture, and community traditions.



1908 STEINBAUGH PAVILION, CO. 42

Strategies

Utilizing Louisville, Colorado's rich history to influence downtown streetscape and public spaces can create a vibrant environment honoring the town's heritage while meeting modern urban needs. Potential strategies to implement:

Historical Signage Install signs and displays highlighting key historical events, buildings, and figures with interactive elements for more information.

Heritage Art Commission sculptures, murals, or installations reflecting local history like coal mining, agriculture, or the railroad.

Historic Building Preservation Encourage adaptive reuse of historic buildings while maintaining their architectural character for modern uses.

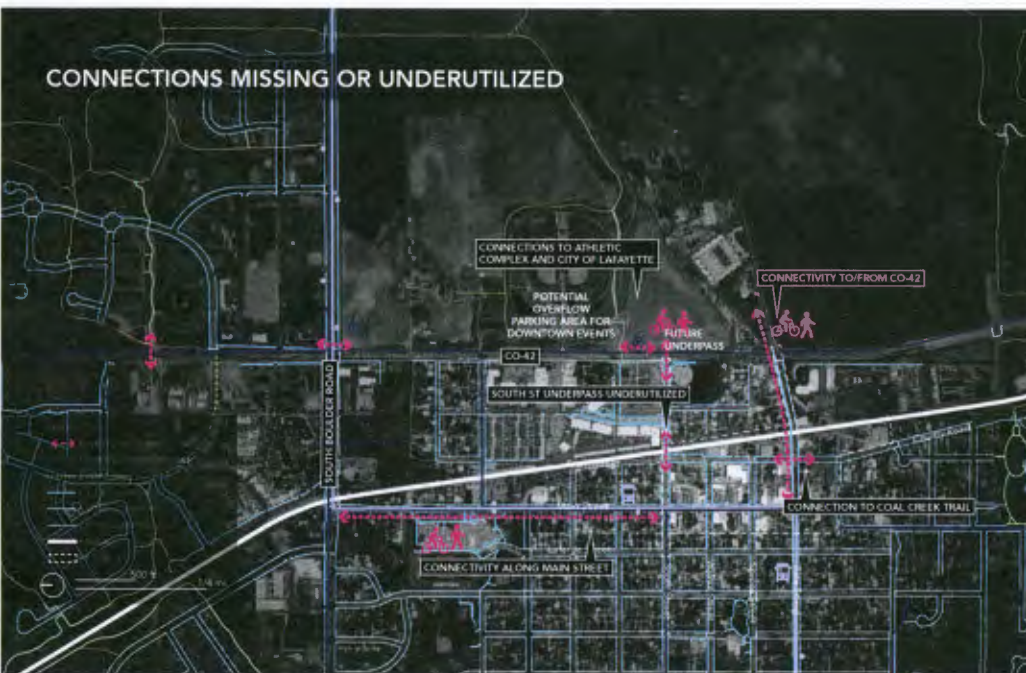
Walking Tours Develop guided historical tours with maps or apps for residents and visitors.

Adaptive Street Design Incorporate historical motifs into street furniture, paving, and lighting.

Heritage-themed Art Installations Commission public art installations that reflect Louisville's history, such as sculptures, murals, or installations inspired by local industries like coal mining, agriculture, or the railroad. These artworks can serve as focal points in public spaces, sparking conversations about the town's past.

Implementing some or all of these strategies will create a historic yet modern downtown reflecting community pride and cultural vitality.

CONNECTIONS MISSING OR UNDERUTILIZED



Louisville downtown is generally welcoming and accessible to vehicular traffic but there are opportunities to improve connectivity and access for users of alternative modes. North-south crossings of South Boulder Road and east-west crossings of the railroad tracks remain challenging for those outside of a vehicle. Additionally, CO-42 to the east is a barrier and there are no strong connections to anything east of CO-42. Connecting the wider trail and bikeway network to downtown would encourage access for people walking, rolling, and biking. For further analysis, please refer to Appendix D: Parking, Traffic, and Mobility Report.

Louisville, Colorado, is known for its efforts to promote alternative transportation modes such as cycling, walking, and public transit. The city has made significant investments in infrastructure to support these modes of transportation, especially in the downtown area. However, challenges may still exist, particularly in areas where pedestrian and cyclist safety could be improved.

Bike Facilities and Trail Network

Louisville boasts an extensive network of bike lanes, paths, and trails that connect various parts of the city, but is more limited in the downtown area. The city's commitment to promoting cycling as a viable transportation option is evident, but opportunities like advisory bike lanes could be explored further to connect Downtown to other areas of the city.

The Coal Creek Trail is a popular route for cyclists and pedestrians, offering scenic views and connectivity to key destinations. New advisory bike lanes could help connect the trail to downtown. Additionally, bike

racks are strategically placed throughout the downtown area to encourage cycling for short trips to local businesses and amenities. However, more are needed.

Transit Infrastructure

Louisville is part of the larger Denver metropolitan area, which has a comprehensive public transit system operated by Regional Transportation District (RTD). Residents and visitors can access bus routes that serve Louisville, providing connections to neighboring cities and Denver's downtown core.

The RTD bus service DART helps facilitate regional mobility for commuters and travelers especially to/from Boulder.

Sidewalks and Pedestrian Crossings

In downtown Louisville, sidewalks are generally well-maintained and provide safe pathways for pedestrians. However, challenges for pedestrians often arise at intersections and crossings, especially on busy streets where vehicle speeds may be higher.

Some areas in downtown Louisville have limited pedestrian amenities such as marked crosswalks, pedestrian signals, or curb extensions (bulb-outs) that enhance safety and visibility for pedestrians. Improving these features can contribute to a more walkable and pedestrian-friendly downtown environment.

Difficulties for Pedestrians and Cyclists

Despite Louisville's overall commitment to alternative transportation and pedestrian safety, there are still specific areas in downtown that pose challenges for pedestrians and cyclists. These challenges include:

High-Traffic Intersections

Busy intersections along Main Street or other arterial roads may require enhanced pedestrian crossing facilities such as signalized crosswalks with countdown timers, refuge islands, or raised crosswalks to improve safety and accessibility.

Lack of Continuous Bike Lanes

While Louisville has bike lanes in many areas, gaps in the network or discontinuous lanes in downtown streets can deter cyclists and make cycling less safe, especially near areas with heavy vehicular traffic.

Limited Bike Parking

Although there are bike racks in downtown Louisville, increasing the availability of secure bike parking facilities near popular destinations like shops, restaurants, and public buildings can encourage more people to cycle for short trips.

Strategies

This initial evaluation of existing programs and infrastructure for people walking, rolling, biking, taking transit, and driving to and around downtown Louisville finds that while downtown is generally welcoming and accessible to vehicular traffic, there are opportunities to improve connectivity and access for users of alternate modes.

East-West Connections Install signs and displays highlighting key historical events, buildings, and figures with interactive elements for more information.

Sidewalks Expand the width of sidewalks on key downtown access streets could enhance pedestrian comfort, encourage walkability around the downtown area, and improve first- and last-mile connections to bus stops.

Trail and Bikeway Network Connecting the wider trail and bikeway network to downtown via more comfortable facilities would also encourage access for people walking, rolling, and biking.

Safe Multi-modal Access Continue to install secure bike parking, traffic calming features, and accessible crossings.

Underpass at CO-42 and South Street The Underpass at CO-42 and South Street will strengthen connections east of CO-42 and downtown. Investing in a similar strategy by planning for a second raised underpass like the South street pedestrian underpass will continue to provide a safe pedestrian network.

FRONT STREET AND MAIN STREET EPICENTER OF ACTIVITY



Downtown is known for its vibrant community atmosphere and diverse range of events and activities throughout the year. The downtown area, particularly along Front Street and Main Street, serves as the heart of the city's social and cultural scene, attracting residents and visitors alike. One of the standout events that highlights the energetic spirit of downtown Louisville is the Street Fair, but there are also numerous other activities and attractions to enjoy.

However, the density of uses which attract indoor-outdoor experiences and help create a vibrant downtown are concentrated along Main Street and Front Street between South Street and Pine Street. Away from these blocks, the density of retail, restaurant, shopping opportunities quickly lessens. Design solutions could help to further activate and define these two blocks as the "epicenter" of the Louisville downtown experience. Steinbaugh Pavilion and areas around it host Street Fair and Old Town Skate among others.

Louisville Street Fair

The Louisville Downtown Street Fair is a highly anticipated summer event that typically runs on Friday evenings from June through August. Held on Front Street, this lively festival features live music from local and regional bands, food vendors offering a variety of cuisines, craft beer from local breweries, and a vibrant atmosphere filled with dancing, socializing, and family-friendly entertainment. The Street Fair draws large crowds of all ages and is a favorite gathering spot for the community to enjoy summer evenings outdoors.

Farmers' Market

The Louisville Farmers' Market, held on Saturdays during the growing season, is a popular attraction for those seeking fresh produce, artisanal foods, handmade crafts, and live music. Located on Front Street, the market offers a bustling environment where visitors can interact with local farmers and artisans while enjoying a morning or afternoon of shopping and community engagement.

Concerts and Performances

Throughout the year, downtown Louisville hosts concerts, performances, and cultural events at venues such as the Louisville Center for the Arts, local parks, and Steinbaugh Pavilion. These events showcase a variety of musical genres, dance performances, theatrical productions, and community celebrations, providing entertainment options for residents and visitors of all ages.

Dining and Shopping

Front Street and Main Street in downtown Louisville are lined with charming shops, boutiques, cafes, and restaurants offering a diverse culinary experience. Visitors can explore unique shops for clothing, gifts, antiques, and home decor, while also enjoying a wide range of dining options from casual eateries to fine dining establishments featuring locally sourced ingredients and international cuisines.

The concentration of events and activities in downtown Louisville, particularly along Front Street and Main Street, creates a dynamic and inviting environment for people to socialize, shop, dine, and immerse themselves in the city's cultural offerings. Whether attending a Street Fair, browsing art galleries, sampling fresh produce at the farmers' market, or enjoying live music and performances, there is always something happening to showcase the vibrant spirit of downtown Louisville.



LOUISVILLE DOWNTOWN STREET FAIR

Strategies

Flexible Plazas and Patios

- Provide unprogrammed patio space in the public right-of-way for adjacent business use through a permit system. Have a contingency plan to program the space with other public uses if needed.
- Identify small spaces that feel protected and intimate in addition to larger, open spaces.
- Consider the optimal number of patios and bumpouts in order to provide relief for pedestrians, rather than fitting in as many patios as possible.

Vibrant Programming

- Allow for creative and varying business use and design of patios and spaces in the right-of-way but provide a consistent design standard or edge/boundary element to contribute to a cohesive high-quality streetscape character.
- Provide different types of public spaces with varied elements such as public art, children's play areas, cultural/historic/interpretive signage, and unprogrammed public seating areas.
- Consider and leverage seasonality and variety throughout the year and for special occasions/holidays.

Unique Special Events

- Design priority blocks for optimal ease of event setup, vendor functions, and emergency access.
- Use movable furniture and amenities as much as possible in blocks prioritized for hosting special events. Use furnishings which are heavy and durable enough to deter vandalism or theft but are still movable.

CITY-OWNED PARCELS COULD BE REIMAGINED



HISTORIC STEINBAUGH IS DOWNTOWN'S CENTER STAGE!

OLD TOWN SKATE
STREET FAIRE
FARMER'S MARKET
SPECIAL EVENTS /
PRIVATE PARTIES

Louisville features several city-owned properties that play important roles in the community's social, cultural, and economic life. These properties are strategically located within the downtown area, contributing to the overall vibrancy and identity of Louisville.

These city-owned properties collectively contribute to the livability, cultural richness, and sense of community in downtown Louisville. They provide spaces for governance, learning, recreation, creativity, and historical exploration, reflecting the diverse interests and needs of the residents. Additionally, these properties often serve as venues for public events, collaborations with local organizations, and initiatives aimed at enhancing the quality of life for Louisville residents.

Louisville City Hall

Louisville City Hall serves as the administrative center for local government operations. It houses offices for city officials, council chambers for public meetings, and departments responsible for various municipal services such as permits, planning, and community development. The area in front of City Hall often serves as a public gathering space for events, ceremonies, and community activities. This plaza area could be enhanced as a part of future downtown redevelopment efforts to make it the "front door" of Louisville.

Louisville Public Library

The Louisville Public Library is a vital community resource offering a wide range of books, multimedia materials, digital resources, and educational programs for residents of all ages. It provides spaces for reading, studying, computer access, and community meetings. The library

often hosts events, workshops, author talks, and children's programs, contributing to literacy and lifelong learning in the community. By locating new programming and public space amenities near the library, the library and its recently completed plaza can be more flexible and attractive spaces for programs in the summer. Public amenity improvements could also mean more visitor traffic into the library.

Louisville Historical Museum

The Louisville Historical Museum preserves and shares the history, heritage, and cultural legacy of Louisville and the surrounding area. It features exhibits, artifacts, archives, and educational programs highlighting the city's evolution, industries, residents, and landmarks. The museum offers insights into the community's past and fosters an appreciation for local history among residents and visitors.

An enhanced streetscape and public amenity areas adjacent the museum can benefit the museum through enhanced programming opportunities, safety and better accessibility for walkers and cyclists as well as a safer connection to the Middle School north of the museum.

Steinbaugh Pavilion

The Steinbaugh Pavilion in downtown Louisville, Colorado, serves as a vibrant community hub, hosting various events, concerts, markets, and gatherings throughout the year. It fosters a sense of unity and belonging among residents, while also attracting visitors and boosting the local economy. As a central gathering space, it enhances the cultural fabric of the city, providing opportunities for recreation, entertainment, and social interaction, thus playing a pivotal role in shaping the identity and vitality of Louisville.



Photo Credit: Louisville and Jefferson County

Strategies

Outdoor Performance Areas Designate areas for outdoor performances, concerts, or movie screenings. Install stages, lighting, sound systems, and seating arrangements to accommodate diverse events and entertainment options.

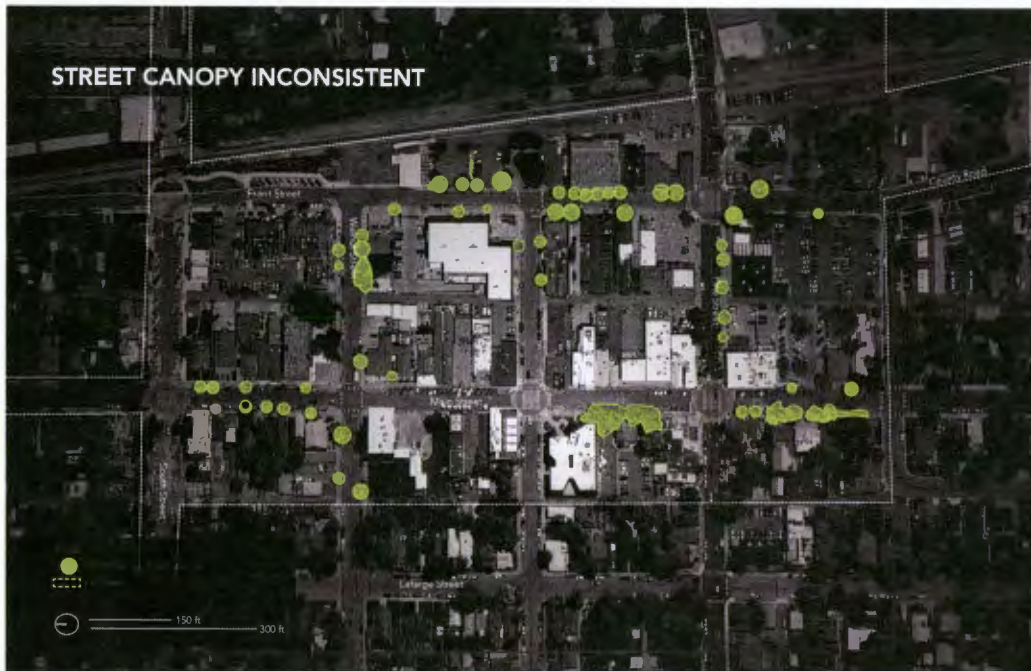
Public Restrooms Install accessible public restrooms in strategic locations within downtown areas to improve convenience for residents, visitors, and event attendees.

Water Features Incorporate small water features like fountains or splash pads to add visual interest, provide a cooling effect during hot months, and create interactive spaces for children and families.

Adaptive Reuse of Buildings Renovate existing buildings on city-owned properties such as the Steinbaugh Pavilion to renovate them for community use and new programming opportunities. Preserve historic features while updating interiors for modern functionality.

Plaza and Courtyards Convert underutilized areas into inviting plazas or courtyards with seating, shade structures, greenery, and public art installations. These spaces can serve as gathering spots for events, socializing, and relaxation.

STREET CANOPY INCONSISTENT



The current street tree canopy is limited throughout downtown. Implementing an urban street tree program within the right-of-way in downtown Louisville, Colorado, can yield numerous benefits that positively impact the local environment, economy, and community well-being. Here are the specific benefits of such a program:

Improved Urban Microclimate

Street trees provide shade, which helps to reduce pavement and air temperatures in downtown areas. This cooling effect creates more comfortable outdoor spaces for pedestrians, shoppers, and businesses, especially during hot summer months.

Enhanced Air Quality

Trees play a vital role in capturing air pollutants such as particulate matter, nitrogen oxides, and carbon dioxide through their leaves and bark. By filtering and absorbing these pollutants, street trees help improve air quality in downtown Louisville, benefiting public health and environmental sustainability.

Stormwater Management

Tree canopies intercept rainfall and reduce stormwater runoff onto streets and sidewalks. This natural water management function helps alleviate pressure on stormwater infrastructure, minimizes flooding risks, and promotes groundwater recharge, contributing to sustainable water management practices.

Visual and Aesthetic Appeal

Well-planned street tree plantings and landscaping enhance the visual aesthetics of downtown streetscapes. Trees provide greenery,

seasonal colors, and texture variations that soften the urban built environment, creating a more inviting and attractive atmosphere for residents, visitors, and businesses.

Noise Reduction

Trees act as effective sound barriers, absorbing and deflecting urban noise from traffic and other sources. By reducing noise pollution levels, street trees contribute to creating quieter and more pleasant urban environments for pedestrians and nearby residents.

Increased Property Values

Streets lined with healthy, mature trees are often perceived as desirable and contribute to higher property values for adjacent residential and commercial properties. This can attract investment, support local businesses, and enhance the overall economic vitality of downtown areas.

Promotion of Active Transportation

Shaded sidewalks and tree-lined streets encourage walking, cycling, and outdoor activities among downtown visitors and residents. Accessible and appealing pedestrian environments promote active transportation options, reduce car dependency, and support public health goals.

Wildlife Habitat and Biodiversity

Urban street trees provide habitat, food sources, and shelter for birds, insects, and small mammals. Maintaining a diverse tree canopy within the right-of-way supports urban biodiversity, ecological resilience, and wildlife conservation efforts.

Community Engagement and Pride

Involving the community in tree planting events, maintenance activities, and educational programs fosters a sense of ownership, civic pride, and environmental stewardship among Louisville residents. It also promotes community cohesion and collaboration in enhancing public spaces.

Climate Resilience and Adaptation

Trees contribute to climate resilience by sequestering carbon dioxide, reducing energy consumption for cooling buildings through shading, and providing natural protection against extreme weather events such as heatwaves and heavy rainfall.

By leveraging these benefits through strategic planning, tree species selection, proper maintenance practices, and community engagement, an urban street tree program within the right-of-way can significantly enhance the livability, sustainability, and attractiveness of downtown Louisville, benefiting both current and future generations.

Strategies

Tree Species Selection

Choose tree species suited to urban environments, considering factors such as size, tolerance to pollution and compacted soil, drought resistance, and aesthetic attributes. The plan should also keep in mind that the trees are a part of the City's holiday lights program.

Planting and Maintenance Standards

Develop guidelines for proper tree planting techniques, watering schedules, pruning practices, and pest/disease management to ensure tree health and longevity.

Green Infrastructure Integration

Incorporate green infrastructure elements such as tree benches, rain gardens, and vegetated swales into streetscape designs to manage stormwater and enhance landscape aesthetics.

Public-Private Partnerships

Collaborate with business organizations, property owners, and community groups to fund and maintain street trees and landscaping features within the right-of-way.

Seasonal Planting and Maintenance

Implement seasonal planting and maintenance schedules to ensure ongoing care, including mulching, fertilization, electrical connections and winter protection for newly planted trees.

Design Guidelines

Develop design guidelines for streetscape improvements, including tree planting spacing, sidewalk integration, street furniture placement, and landscape maintenance standards.

Monitoring and Evaluation

Establish monitoring protocols within the City or a governmental partnership to assess the health, growth, and performance of street trees and landscaping elements over time, making data-driven decisions for program adjustments and improvements.

ALLEYWAYS ARE OPPORTUNITIES



Louisville's alleyways offer untapped potential for creative repurposing and redesign to enhance the downtown area's functionality, aesthetics, and community engagement. Louisville's alleyways are multifunctional, serving for loading, parking, and pedestrian access to Main Street, Front Street, and LaFarge Street. Alleyways primarily serve functional purposes such as utility access, deliveries, and service entrances for businesses.

Alleyways in downtown Louisville are currently underutilized or overlooked in terms of public use, aesthetics, and activation. Alleyways feel under-served and not always comfortable. Enhanced alleys can add to the public realm but also provide opportunities for additional businesses to start, expand, create new experiences and more. They can be designed for walking, cycling, seating, and events while maintaining utility for deliveries and waste services. Enhancements like expanded restaurant patios and cultural events and

rooms for small businesses can make these spaces more attractive and vibrant. Bittersweet Coffee's alleyway improvements serve as an example of this type of creative re-purposing.



Strategies

Distinctive Alleyways

- Design alleyways to accommodate various activities, such as walking, cycling, seating, and small-scale events.
- Maintain access for delivery and trash and recycling services within the alleyway.
- Prioritize safety with proper lighting, clear sightlines, and security measures to deter crime and vandalism.
- Incorporate public art, murals, or sculptures to add visual interest and create a sense of place. Use signage and wayfinding elements to help people navigate and understand the significance of the alley.
- Introduce plants, trees, and landscaping to improve air quality, provide shade, and create a more pleasant environment. Plans to do so should acknowledge larger vehicles which utilize alleyways for deliveries and building services such as trash/recycling.
- Organize regular events, such as art markets, pop-up shops, or cultural performances, to draw people to the alley. Plan for easy access to utilities, such as electrical outlets, for pop-up events, vendors, or temporary installations.

TYPICAL EXISTING STREETSCAPE SECTIONS



Existing streetscape section analysis shows characteristics of key streets including Main Street, Spruce Street, and South Street. There is limited vegetation and overhead canopy in all cases. Diagonal parking is featured only on South Street. Sidewalks are generally narrow except in cases of the end-block bulbouts on Main Street. There is a general lack of furnishings, seating opportunities, and amenities currently within these streets.





CHAPTER 3

THINK BIG

The section sets a visionary blueprint for the future of downtown Louisville. This chapter captures a forward-looking vision plan which is crafted to elevate downtown into a vibrant and sustainable community that seamlessly integrates the rich tapestry of its history with the needs and opportunities of the modern world using contemporary design and planning practices. The vision visualizes a downtown that not only preserves its unique character and small-town charm but also enhances connectivity, connectivity, and livability. Through a series of strategic and impactful projects, a roadmap is created to cultivate an urban environment that fosters economic vitality, cultural richness, and an unparalleled quality of life for residents and visitors alike.

INTRODUCTION ANALYZE **THINK BIG** TRANSFORM TAKE ACTION

THREE THEMES FOR AN IMPROVED DOWNTOWN

The vision plan emphasizes the importance of "thinking big" — a practical approach that goes beyond conventional limits. This document aims to outline a blueprint for downtown Louisville that reflects its historic roots, capitalizes on what's working, and addresses contemporary living and emerging trends in urban design strategy. It sets the stage for a lasting legacy. Our focus is on creating functional and inspiring spaces that cater to the evolving needs of the Louisville community. Here we delve into the details of this pragmatic yet visionary approach to creating streetscapes and urban places within Louisville.

The plan addresses three opportunities and needs under the Framework Plan utilizing the key themes of Amplify, Link, and Navigate. These three themes are deeply embedded within the preferred vision plan at multiple scales.

AMPLIFY Enhance downtown Louisville's vibrancy and diversity by building on its existing strengths while introducing new programming and activation opportunities for year-round enjoyment. Focus on placemaking, public realm activation, and showcasing Louisville's creativity and history. Update streetscape amenities with unified materials, furnishings, and refreshed aesthetics.

LINK Make it easy for Louisville residents, employees, and visitors to access downtown and nearby destinations whether traveling locally or regionally. This theme supports the vision for better connectivity and sustainability by encouraging connectivity to parks, trails, bike lanes, and nearby attractions to/from downtown.

NAVIGATE Emphasize effective wayfinding systems which do not overload users with information, advocating for a consistent strategy that includes clear and legible visual cues to enhance comprehension and navigation in complex spaces.

THREE THEMES

1. **AMPLIFY**
2. **LINK**
3. **NAVIGATE**



THEME 01 **AMPLIFY**

THINK BIG

AMPLIFY

If it ain't broke, don't fix it... Make it even better!

Goal

Create a vibrant, active, and diverse downtown experience which strengthens the existing positive qualities of Downtown Louisville while also creating new programming and activation opportunities for year-round enjoyment for residents and visitors. This theme supports the vision for enhanced placemaking, public realm activation, and reflecting the creativity and history of Louisville.

Phasing Over Time

In order to ensure the most impactful improvements to the downtown are prioritized, projects within the framework plan have been grouped into three time frames: Now, Soon, and Eventually. Projects to be completed now, or in the next 0-3 years, emphasize streetscape improvements that prioritize pedestrian comfort and safety and cyclists including the implementation of advisory bike lanes and complete streets. These also amplify the positive momentum of events and festivals including the conversion of Front Street between Spruce Street and Walnut Street to a curbless street.

Soon, or in the next 3-8 years, substantial, more permanent improvements to the downtown area can be implemented. This might involve significant upgrades to spaces such as alleyway improvements and renovations to the existing City Hall plaza.

Projects completed eventually, or in 8+ years, are significantly more aspirational. These long-term ambitions include a curbless street on Main Street between Elm Street and South Street. While the improvements made in 0-8 years will significantly transform downtown, these longer-term projects have the potential to position

downtown Louisville as a true innovation for small communities along the Front Range with a series of unique, iconic downtown spaces.

Short-term Strategies (0-3 Years)

1. Curbless Street Renovation: Redesigning Front Street with curbless or low-profile curbs creates a seamless transition between sidewalks and roadways. This approach also allows for flexible use of street space, such as outdoor dining areas, pop-up markets, and community events, enhancing the vitality of the downtown district.
2. Intersection Improvements: Implementing raised crossings at key intersections enhances pedestrian safety by clearly delineating pedestrian pathways and reducing vehicle speeds. These improvements also contribute to the overall walkability and attractiveness of the downtown area, encouraging residents and visitors to explore on foot.

3. Urban Plaza Creation: Another vital strategy for enhancing the downtown area of Louisville, Colorado, is the creation of an urban plaza. This plaza serves as a focal point for community gatherings, cultural events, and recreational activities, fostering a vibrant public realm that attracts residents and visitors alike.

4. Install new trees throughout downtown.
5. Update hardscape and brick banding throughout downtown.

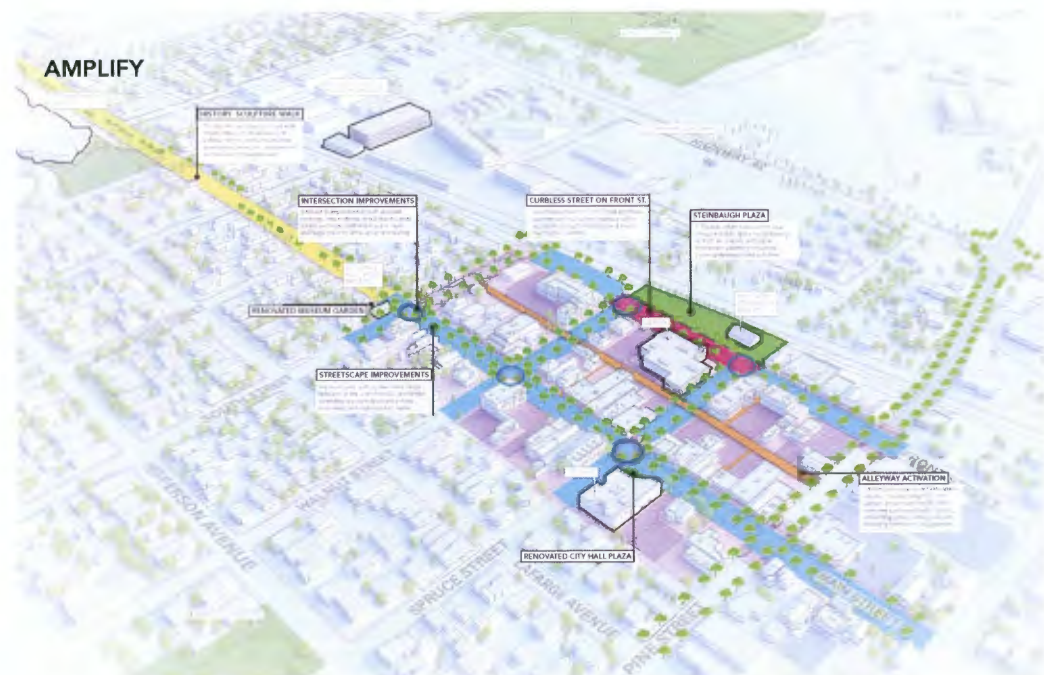
Medium-term Strategies (3-8 Years)

6. History Sculpture Walk: Celebrating the rich cultural heritage of Louisville, a history sculpture walk can be integrated into the streetscape design on Main Street from South Street (Louisville Historical Museum) to South Boulder Road. This curated collection of sculptures and installations along designated routes not only adds aesthetic value but also serves as educational markers, highlighting significant moments and individuals in the city's history.

7. Alleyway Activation: Transforming underutilized alleyways into dynamic, engaging spaces is another crucial strategy. By reimagining these spaces as pedestrian-friendly corridors with public art installations, seating areas, and greenery, we can foster community interaction and support local businesses through increased foot traffic.

Long-term Strategies (8+ Years)

1. Curbless Street Renovation on Main Street: Redesigning Main Street with curbless or low-profile curbs creates a seamless transition between sidewalks and roadways to enhance the flexibility and adaptability of the street for different times of the day and season. This type of configuration is adaptable to changing land-uses and needs throughout the public realm.
2. Renovated City Hall Plaza: Create a civic "front door" to City Hall and the core of Main Street.
3. Renovated Plaza near Historical Museum: Create a welcoming gathering place that celebrates Louisville's history.



STREETSCAPE IMPROVEMENTS

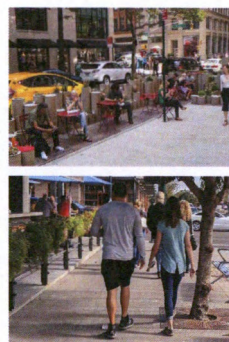
Enlarged bulbouts at intersections can significantly enhance the pedestrian experience and support local businesses, such as restaurants or cafes. Specific strategies and benefits include:

- **Increased Amenity Space:** By enlarging bulbouts, the sidewalk area expands, providing more space for amenities like street trees, seating, and planters. This increased amenity space creates a more inviting environment for pedestrians to stroll, linger, and patronize local businesses downtown.
- **Bistro Space for Restaurants:** Enlarged bulbouts can be strategically designed to accommodate outdoor seating areas for restaurants or the wider sidewalk can allow bistro seating in front of restaurants on the existing sidewalk. Enhancing the dining experience for patrons will increase the overall vibrancy of downtown.
- **Enhanced Greenery and Landscaping:** Enlarged bulbouts offer opportunities for additional street trees and landscaping, which not only beautifies the streetscape but also provides shade for pedestrians or diners.
- **Community Gathering Spaces:** By incorporating seating, planters, and other furnishings into the enlarged bulbouts, these spaces can become hubs for social interaction and community gatherings.
- **Economic Benefits for Businesses:** Providing bistro space for restaurants can increase their seating capacity and attract more customers, ultimately boosting revenue. Additionally, the enhanced pedestrian environment can attract more visitors to

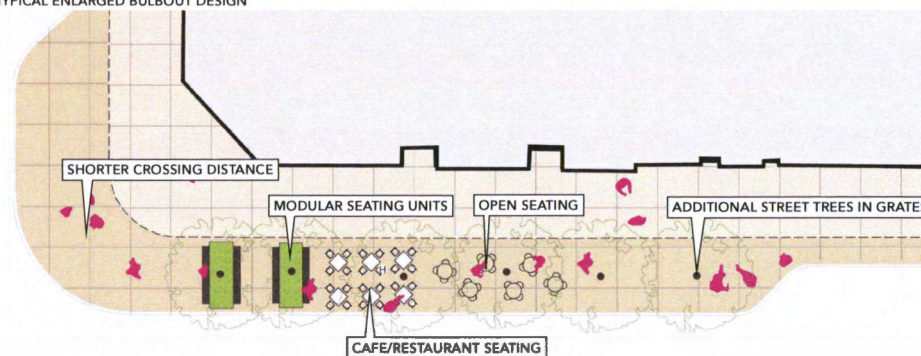
downtown Louisville, leading to increased foot traffic and sales for local businesses.

- **Traffic Calming and Visual Appeal:** Enlarged bulbouts help to visually narrow the roadway, slowing down vehicular traffic and creating a safer environment for pedestrians. The incorporation of aesthetic elements such as decorative paving, street furniture, and lighting can further enhance the visual appeal of the streetscape, making downtown Louisville a more attractive destination for residents and visitors alike.
- **Parking Challenges:** Ensure those driving to downtown still have easily accessible parking nearby. Through this plan, additional angled parking has been identified along South Street
- **Add electrical access:** add additional electrical needs for lighting of patio bistro space needs or holiday lights or events

These strategies can help to create a more vibrant, pedestrian-friendly downtown environment that fosters economic vitality and comfort for pedestrians and users.



TYPICAL ENLARGED BULBOUT DESIGN



THINK BIG

STEINBAUGH PLAZA: A COMMUNITY LIVING ROOM

Nestled within the heart of Louisville's bustling downtown, Front Street's flexible urban plaza could be remimagined as a dynamic and inviting space that seamlessly blends functionality with artistic expression.

The plaza could be designed in a way that it could be used for a range of activities: from parking to play.

Creating a flexible urban plaza offers a range of benefits that contribute to the well-being and vibrancy of Louisville. They foster community engagement by providing adaptable environments for social gatherings, events, and spontaneous interactions. These spaces enhance activation, physical activity, relaxation, and a sense of place. Flexibility allows for diverse programming, accommodating various activities such as markets, performances, and recreational events. Additionally, these spaces often incorporate green elements, contributing to urban sustainability and providing a respite from the concrete jungle. The adaptability of these areas also supports economic vitality, attracting businesses and promoting tourism. Furthermore, by encouraging multi-modal transportation and walkability, flexible urban spaces contribute to reduced traffic congestion and improved air quality, fostering a healthier urban environment. Overall, the dynamic nature of flexible urban spaces enriches the urban fabric, making cities more livable and resilient.

Well-designed public open space like an urban plaza can lead to further economic investment and better performance for businesses near the plaza. This heightened activity can translate into higher consumer spending at nearby businesses such as cafes, restaurants, shops,

and entertainment venues. Studies have shown that urban plazas can lead to a boost in retail sales ranging from 10% to 30%.

Further research suggest that vibrant urban plazas can lead to tourism spending increases of 10% to 20%.

The presence of a vibrant urban plaza can stimulate economic activity and create job opportunities within the community. Beyond the direct employment generated by businesses operating in the vicinity of the plaza, there may also be opportunities for entrepreneurship and small-scale vendors to thrive during events and festivals held in the plaza.



FRONT STREET BECOMES CURBLESS

Downtown Louisville's parklet program and temporary Main Street road closure showcased the benefits of a reconfigured streetscape. These two programs could be enhanced further with marquee streets like Front Street, turning it into a curbless street.

A curbless street, characterized by the absence of traditional curbs and a more open design, offers several benefits that enhance the experience for both event-goers and the community. A curbless street promotes accessibility, safety, flexibility, and community engagement, creating a more inclusive and vibrant urban space for both daily life and special events:

- **Flexibility:** The absence of curbs allows for more flexibility in street use, enabling event organizers to easily transform the space for festivals, markets, parades, and other community events. This adaptability fosters a vibrant and dynamic urban environment.
- **Enhanced Gathering Spaces:** The open design of a curbless festival street provides more space for people to gather, socialize, and enjoy events. This increased space fosters a sense of community and encourages people to linger, supporting local businesses and creating a lively atmosphere.
- **Community Connection:** Curbless streets often serve as a focal point for community events, fostering a sense of connection among residents. These spaces become hubs for cultural activities and contribute to the social fabric of the neighborhood.

Curbless streets stem from a concept in which streets are designed without a curb and with high-quality streetscape materials, enabling the street to function like a plaza or a paved yard. Through the use of design elements such as paving treatments and strategically placed vertical elements, curbless design cues drivers to behave differently than on conventional streets. In addition to being safe and comfortable streets for pedestrians, curbless streets are often beautiful places to visit. They span diverse physical contexts, including both historic and contemporary settings, and each seems to be relevant and vibrant.

Curbless streets can function as a shared space where all modes are integrated, and users have equal priority to share the space. Navigating through the street requires increased interaction and slower speeds, making the space safer and more comfortable for pedestrians and other vulnerable users. Movement on these types of curbless streets requires negotiation between users, such as eye contact between pedestrians and drivers. The mixing of low-volume, slow-moving cars in a plaza-like setting makes the space comfortable and safe for non-motorized travel.

Curbless streets can operate as more traditional streets with very few changes to the street, save for the absence of a curb. In this way, the separation of modes is still necessary, primarily because of high vehicle volumes. Contrasting pavement, tactile warning strips, and vertical streetscape elements (such as trees or lighting) do their part to encourage modes to stay within their portion of the right-of-way.



Image courtesy of City of Louisville

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Image courtesy of City of Louisville

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Image courtesy of City of Louisville

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Image courtesy of City of Louisville

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THINK BIG

From an economic perspective, pedestrian-oriented designs like curbless streets have significant improved opportunities for business and visitation.

- According to some studies, properties located in areas with pedestrian-friendly designs, which can include curbless streets, may experience a premium ranging from 5% to 20% in value compared to similar properties in less walkable areas.
- According to a study by the International Downtown Association, districts with pedestrian-oriented design elements, including curbless streets, experienced an average increase in retail sales of 10% to 25%.
- The Travel Industry Association of America reports that pedestrian-friendly destinations tend to attract more tourists, with potential spending increases of 10% to 30%.

Here are some key advantages:

- **Sustainable Stormwater Management:** Given Colorado's semi-arid climate and occasional heavy rainfall events, curbless streets can incorporate permeable pavement and rain gardens to manage stormwater runoff effectively. This sustainable approach reduces strain on the local drainage system, minimizes water pollution, and supports ecological balance in the area.
- **Integration with Historic Architecture:** Downtown Louisville boasts a rich historical heritage with many well-preserved buildings and traditional streetscapes. A curbless street design can seamlessly integrate

with existing architecture, preserving the area's character while enhancing pedestrian access, safety, and overall aesthetics.

- **Support for Local Businesses:** Curbless streets provide opportunities for businesses to extend storefront displays onto the street, attracting pedestrians and showcasing merchandise. Flexible street layouts accommodate seasonal promotions, outdoor seating for cafes and restaurants, and collaborative events that draw foot traffic and support the local economy.
- **Community Gathering Spaces:** Leveraging existing public spaces such as the Steinbaugh Pavilion, curbless street activations can extend these gathering spaces onto adjacent streets. Temporary closures for festivals, art markets, and music events create vibrant hubs that benefit businesses, artists, performers, and the community at large.
- **Native Landscaping and Urban Ecology:** Incorporating native plantings, drought-resistant landscaping, and urban greenery along curbless streets aligns with Louisville's commitment to environmental stewardship. These elements not only beautify the streetscape but also support pollinators, conserve water, and promote biodiversity in urban areas.
- **Collaborative Business District Initiatives:** Engage downtown businesses, the Louisville Chamber of Commerce, and local stakeholders in designing and activating curbless streets. Collaborative efforts can include themed events, joint marketing campaigns, and streetscape enhancements that highlight the unique

offerings of each business while creating a cohesive downtown experience.

- **Pedestrian Safety Enhancements:** Enhance pedestrian safety by incorporating well-marked crosswalks and raised intersections. These features improve visibility, reduce vehicle speeds, and prioritize pedestrian comfort, encouraging more people to explore downtown on foot or bike.
- **Adaptive Reuse and Placemaking:** Encourage adaptive reuse of underutilized spaces along curbless streets, such as vacant lots or alleyways, for pop-up shops, public art installations, and interactive exhibits. These creative placemaking initiatives breathe new life into the downtown area, attracting visitors and fostering a sense of community pride.
- **Wayfinding and Historic Interpretation:** Install wayfinding signage, historical markers, and interpretive panels along curbless streets to guide visitors to local landmarks, historic sites, and points of interest. Enhancing the storytelling aspect of downtown Louisville's heritage creates a memorable visitor experience and encourages exploration beyond main thoroughfares.
- **Measurable Economic Impact:** Work with local business associations and economic development agencies to track key performance indicators (KPIs) such as foot traffic counts, sales revenue trends, and business occupancy rates before and after curbless street activations. Demonstrating tangible economic benefits helps secure ongoing support and investment in downtown revitalization efforts.

Designing infrastructure and utilities for a curbless street helps create a more functional and safer space. Light poles serve as more than just sources of illumination; they also double as power distribution hubs. Integrating Ground Fault Circuit Interrupter (GFCI) units within these poles ensures electrical safety, preempting potential hazards during outdoor events. Complementing this, strategically placed power outlets along the street facilitate the smooth operation of vendor stalls, food trucks, and various activities requiring electricity, all while upholding safety standards with GFCI protection.

A curbless street must cater to the diverse needs of attendees and participants alike. Facilities such as water fountains, public restrooms, and waste management systems are indispensable for ensuring attendee comfort and sanitation. Temporary structures, including stages, tents, and vendor booths, demand meticulous planning to ensure stability and accessibility, adhering to stringent safety regulations to safeguard all involved. Security infrastructure, comprising surveillance systems, temporary fencing, and trained personnel, bolsters safety measures, enabling prompt responses to any unforeseen incidents.



INTERSECTION IMPROVEMENTS

Improving intersection crossing points in downtown Louisville, Colorado, particularly along Main Street and Front Street, can offer several benefits and require specific strategies due to the unique conditions of the area. Here are some key points:

Benefits:

1. Enhanced pedestrian safety: Reduced risk of crashes involving pedestrians and vehicles with shorter crossing distances.

2. Increased walkability: Encourages more foot traffic and supports local businesses.

3. Improved traffic flow: Optimized intersection designs can help reduce congestion or unpredictability of different users be it bikes, pedestrians, or cars.

4. Aesthetic enhancements: Beautification projects can improve the overall appeal of the area while also integrating green infrastructure or other ecological improvements.

Strategies:

- Enhancing crosswalk visibility: Use high-visibility crosswalk markings and signage to clearly designate pedestrian crossing areas.

- Adding refuge islands: Construct islands in the middle of wider streets to provide a safe haven for pedestrians crossing in stages.

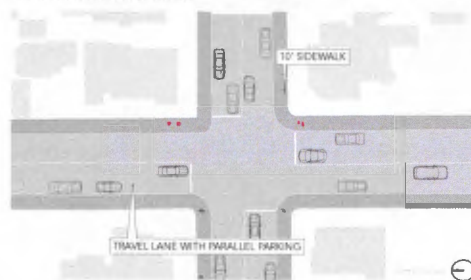
- Installing traffic-calming measures: Use raised intersections, raised crosswalks, or narrower lanes to slow down vehicle speeds and increase pedestrian safety.

- Improving lighting: Ensure adequate lighting at intersections and crosswalks to enhance visibility during nighttime hours.
- Incorporating green infrastructure: Integrate landscaping features like trees, planters, and benches to create a more inviting and pedestrian-friendly environment.

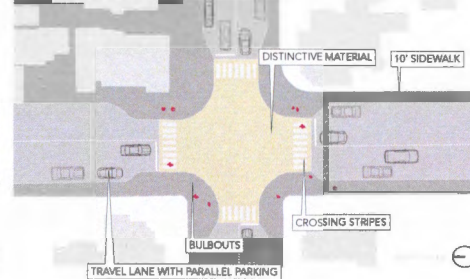
- Enhancing ADA accessibility: Ensure all pedestrian facilities meet Americans with Disabilities Act (ADA) standards for accessibility, including curb ramps and detectable warning surfaces.

- Ensure landscape planters can support suggested sustainable, native plant materials and have water to support in dry climate conditions.
- Plant new street trees using silva cells and other sub-grade improvements to create a soil volume of 800 cu. ft. or larger.

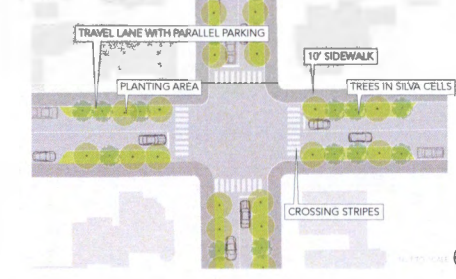
EXISTING CONDITIONS TYPICAL CONDITION



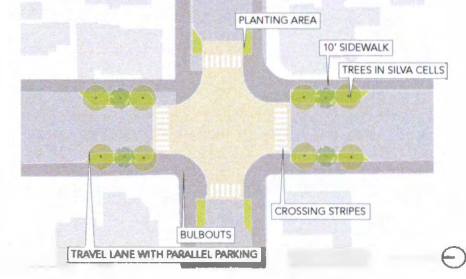
OPTION 1: BULBOUTS WITH CROSSINGS AND RAISED INTERSECTION



OPTION 2: PLANTING AREAS WITHIN ROADBED (NO CHANGES TO EXISTING CURBS)



OPTION 3: BULBOUTS WITH PLANTING AREAS, RAISED CROSSINGS AND RAISED INTERSECTION



HISTORY SCULPTURE WALK Between History Museum and South Boulder Road on Main Street

Goals

1. Enhance Main Street's Cultural Character: Showcase local artists' work along Main Street to celebrate the town's unique artistic heritage and contribute to its cultural identity.
2. Drive Foot Traffic to Main Street: Attract residents and visitors to explore Main Street businesses, restaurants, and shops while enjoying the outdoor sculpture walk experience.
3. Create a Welcoming Public Space: Transform Main Street into an engaging and vibrant public space by strategically placing sculptures to encourage pedestrian activity and community gatherings.

Strategies

- Main Street Sculpture Placement Plan: Develop a plan outlining specific locations along Main Street for installing sculptures, considering visibility, pedestrian flow, and integration with existing streetscape elements.
- Artist Residency Program: Partner with local artists to create site-specific

sculptures for Main Street, fostering a deeper connection between the artwork, the street, and the community.

- Promotional Events and Materials: Organize Main Street art walks, outdoor exhibitions, and interactive sculpture unveilings to attract visitors and residents. Create informative brochures and digital maps highlighting the sculpture walk route on Main Street.

- Seasonal Rotations: Implement a seasonal rotation schedule for sculptures along Main Street to keep the walk dynamic and encourage repeat visits throughout the year.

Partnerships

1. Work closely with the HPC and MAB to identify opportunities to connect installations to historic landmarks, local stories, and museum programming, as well as to provide feedback on historic accuracy, references, interpretation, and sensitivity.
2. Downtown Business Association (DBA): Collaborate with Louisville's Chamber of Commerce, downtown area businesses, such as galleries, cafes, and boutiques, to sponsor sculptures and promote related events. Coordinate with business owners to integrate the sculpture walk into marketing campaigns and special promotions.

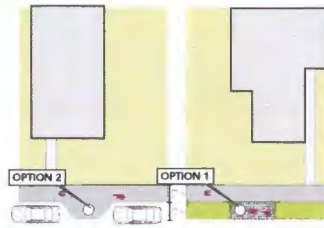
TYPICAL SCULPTURE CONFIGURATIONS PLAN AT BULB-OUTS (END-BLOCK)



Option 1: On Sidewalk with Furnishings

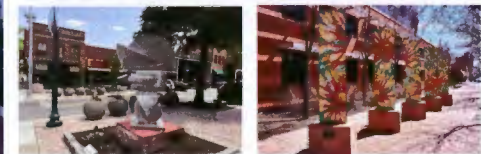
Option 2: Within Landscaping or Green Infrastructure Areas

TYPICAL SCULPTURE CONFIGURATIONS PLAN (MID-BLOCK)



Option 1: Within amenity zone with expanded landscaping (alternates blocks or half block)

Option 2: On Sidewalk Bump-Outs (remove 1-2 parking spaces)



ALLEYWAY ACTIVATION

Goals and Benefits

1. **Aesthetic Improvement:** Beautification efforts such as artwork, greenery, and lighting upgrades can transform neglected alleyways into visually appealing spaces, enhancing the overall urban environment.
2. **Increased Safety:** Well-lit and activated alleyways with increased foot traffic tend to be safer, reducing the potential for crime and improving perceptions of safety among residents and visitors.
3. **Boost for Local Businesses:** Increased foot traffic from alleyway activation programs can benefit nearby businesses, restaurants, and shops by exposing them to new customers and enhancing their visibility.
4. **Entrepreneurship Opportunities:** Alleyways can be utilized for pop-up markets, food trucks, and temporary installations, providing platforms for local entrepreneurs and artists to showcase their talents and products.
5. **Public Art and Expression:** Alleyway activation programs often incorporate murals, sculptures, and interactive installations, adding cultural value to the urban landscape and promoting creativity.

6. **Distinctive Identity:** Well-designed and activated alleyways contribute to the overall character and identity of a neighborhood or downtown area, enhancing its appeal as a destination for residents and visitors alike.

Strategies

- Design alleyways to accommodate various activities, such as walking, cycling, seating, and small-scale events.
- Building entrances should be visible and harmonize with alley themes.
- Maintain access for delivery and trash and recycling services within the alleyway. Consolidate containers and use recycling compactors to save space. Manage these storage spaces with frequent pick-ups and ensure they are not near amenity areas within the alleyways.
- Consolidate existing parking into one organized cooperative parking area to increase quantity and provide organized areas and a unified retail precinct.
- Underground utilities

- Prioritize safety with proper lighting, clear sightlines, and security measures to deter crime and vandalism. Vehicular access should be one-way to reduce congestion and prioritize pedestrian safety.

- Incorporate public art, murals, or sculptures to add visual interest and create a sense of place. Use signage and wayfinding elements to help people navigate and understand the significance of the alley.
- Introduce plants, trees, and landscaping to improve air quality, provide shade, and create a more pleasant environment. These enhancements could be managed by tenants or Downtown Business Association.

- Organize regular events, such as art markets, pop-up shops, or cultural performances, to draw people to the alley. Plan for easy access to utilities, such as electrical outlets, for pop-up events, vendors, or temporary installations.

Partnerships

- Local Businesses and Property Owners: Collaborating with businesses and

property owners along the alley to sponsor or participate in activation events, contribute to beautification efforts, or provide resources for amenities like seating areas or outdoor dining spaces.

- Louisville Cultural Council or Arts Organizations: Partnering with local arts organizations or the Louisville Cultural Council to curate art installations, murals, or performances in the alley, fostering cultural engagement and community participation.

- Louisville Revitalization Commission (LRC): Working with the LRC to access funding opportunities, provide logistical support, or coordinate events and initiatives aimed at revitalizing downtown spaces, including alleyways. These enhancements could be managed by tenants or Downtown Business Association.

- Local Schools or Youth Groups: Engaging local schools or youth groups in art projects, educational programs, or volunteer initiatives related to alley activation, fostering intergenerational collaboration and community pride.



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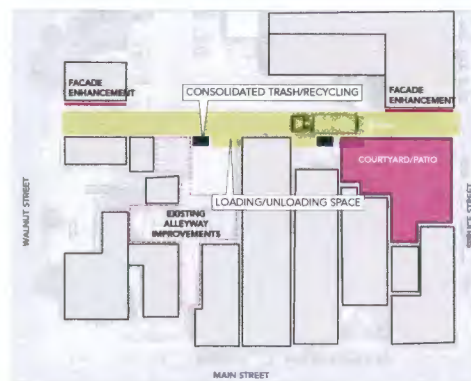
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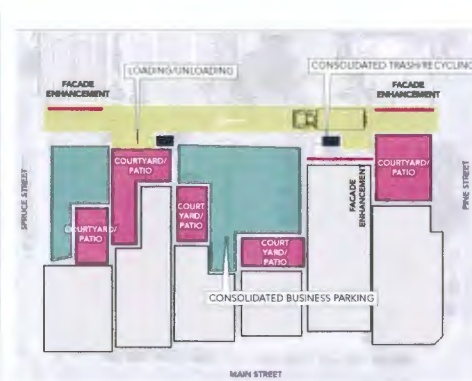
THINK BIG

POTENTIAL ALLEYWAY CONFIGURATION PLAN
(MAIN STREET: WALNUT TO SPRUCE)



THE 18 CORRIDORS OF THE FUTURE

POTENTIAL ALLEYWAY CONFIGURATION PLAN
(MAIN STREET: SPRUCE TO PINE)



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THEME 02 **LINK**

THINK BIG

LINK

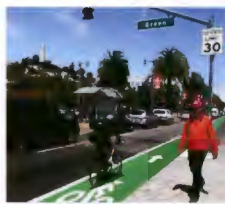
There's more to downtown Louisville than Main Street. Make all the destinations in and around downtown accessible by foot and bike.

Links make it easy for Louisville residents, employees, and visitors to access downtown and nearby destinations whether traveling locally or regionally. This theme supports the vision for better connectivity and sustainability by encouraging connectivity to parks, trails, bike lanes, and nearby attractions to/from downtown.

The vision for downtown Louisville includes a multi-modal connected future where people walking, biking, taking public transit, and driving can easily and comfortably access downtown. Preserving the town's historic and unique charm while also planning for safe and accessible mobility for all takes a balance and will require trade-offs.

Future large-scale projects such as the RTD Light Rail Station near the current Navy Gateway Park have the potential unlock alternative regional connections to Boulder and Denver. The new rail station would be a large destination for downtown and generate more walking, biking, and automobile trips. The future development could increase visitors, attract new residents, and serve Louisville and nearby residents as a park and ride for longer commutes to Boulder or Denver.

Setting a vision for an amplified, linked, and navigable downtown setups Louisville will to absorb increasing development demands and the demands of the future rail station. To balance the needs of growing demands, trade-offs must occur between on-street parking and multi-modal facilities like widened sidewalks, bulb-outs, intersection improvements, and dedicated bike lanes. These multi-modal amenities increase the comfort and safety of all road



Complete Street with Separated Bike Lane



Protected Bike Lane (Future 40)



Carless Street



Advisory Bike Lane



PARKING STRATEGIES AND PARKING MANAGEMENT

users from young children to older adults.

Revise RTD DASH Route

The Regional Transportation District (RTD) operates a DASH fixed-route bus between Boulder and Lafayette via Louisville. The route travels through downtown Louisville along Main Street. During warmer months, the DASH bus is commonly re-routed due to street closures for festivals and events on Main Street. The DASH bus re-route causes confusion for riders and residents.

The new downtown design will be more suitable for longer-term closures along Main Street. Louisville and RTD can benefit by permanently re-routing the DASH fixed-route bus. A revised route would streamline rider and resident expectations and reduce confusion. The revised route would shift the route from Main Street to CO-42. Strategically placed stops along Pine Street and CO-42 would facilitate rider access to and from Main Street.

Advisory Bike Lanes

Louisville has taken the first step in improving bicycle safety and accessibility on streets with limited street width by piloting advisory bike lanes on Polk Avenue and Dahlia Street. Advisory bike lanes designate specific spaces for both bicyclists and motorists to navigate narrow streets. The "advisory" nature of these lanes, designated by a dashed line, allows flexibility and adaptation to real-time traffic conditions while promoting safety.

The vision for downtown includes enhanced bicycle facilities and connections. Advisory bike lanes are an ideal compromise on narrow streets and expansion of this successful treatment on appropriate streets is desired. Street segments well suited for advisory bike lanes include Front Street between Walnut Street and Coal Creek Trail and Main Street between Pine Street and South Boulder Road. Advisory bike lanes provide a well-facilitate rider access to and from Main Street.

defined and predictable area for bicycles while also preserving the availability of residential parking.

Pine Street between CO-42 and Drainage Way Trail (Coal Creek Trail) can also be considered for advisory bike lanes; however, shoulders or standard bike lanes should also be considered.

Pine Street Complete Street

Pine Street plays a critical role in linking CO-42 and Main Street, as the BNSF railroad tracks limit connectivity between these two roads. Pine Street is one of four access points between CO-42 and Main Street, and due to its location at the southern end of downtown Main Street it receives demand from people driving, walking, bicycling, and taking transit. Pine Street also serves as an access point to the Coal Creek Trail from both Front Street/County Road and CO-42.

Upgrading Pine Street to a Complete Street between CO-42 and Main Street would increase access, safety, and comfort for all users. Complete Streets provide facilities for all users and addresses the needs of underserved groups like children, older adults, people with disabilities, non-drivers, and minority communities.

The Pine Street Complete Street would enhance the pedestrian environment through widened sidewalks and additional trees for increased canopy coverage and shade. Separated bike lanes would create a less stressful environment for bicyclists and motorists, as well as add additional buffer between the roadway and sidewalk. Reconfigured lanes would provide adequate lane width for buses while also calming travel speeds and trade-off space for the non-motorist facilities.

Future trail connections to Drainage Way Trail, Clear Creek, and to the athletic complex including Future 42 Trail Projects and future underpass

In 2019, 49% of survey respondents to the Louisville Transportation Master Plan indicated they frequently or occasionally ride their bicycle. Louisville residents are active and regularly utilize the trail network in and around Louisville. While the trail network is robust and continuing to grow, residents desire easier access between the trail network and downtown.

The downtown vision plan includes four future trail connections to improve access between downtown and trails. An advisory bike lane, shoulder or bike lane along Pine Street east of CO-42 would connect the planned Pine Street Complete Street to the Drainage Way Trail and eastern trails. An advisory bike lane on Main Street would provide a connection between the Pine Street Complete Street to South Boulder Road and northern trails. An advisory bike lane on Front Street would connect the Pine Street Complete Street to Coal Creek Trail and southern trails.

The fourth trail connection would improve bicycle and pedestrian access along CO-42. The future CO-42 trail project for bicyclists and pedestrians would implement a shared-use path/paved trail along CO-42 between the athletic complex and headed south past Pine Street. The future CO-42 trail project would add an underpass below CO-42 along South Street to improve connectivity and utilization of the South Street underpass below the BNSF railway.

Bike Route on Spruce between Front Street and McKinley Avenue for bike connection to Memory Square Park and beyond

The 2019 Transportation Master Plan proposed a bicycle route on Spruce Street between Front Street and Lincoln Avenue to connect downtown with Memory Square Park, including the public pool and the Louisville Center for the Arts. Spruce Street is well suited to become a bicycle boulevard with lower motorist volumes and more residential land uses than parallel roads. A bicycle boulevard provides direct access to destinations through easy to find and follow signage and marking, motor vehicle speed and volume management, minimal delay at minor streets, safe crossings at major streets, and increased greenery to provide shade.

Intersection improvements to include raised crossings and crosswalks

Downtown intersections are major pinch points between people walking, rolling, bicycling, driving, or taking public transit. As users cross paths at intersections there is an increased risk of a crash, and people outside of motor vehicles are particularly vulnerable if struck by an automobile.

As part of the downtown vision, residents, businesses, and visitors desire increased safety, mobility, and a comfortable environment. South Street, Walnut Street, and Spruce Street are all two-way stop-controlled intersections along Main Street. Improving these intersections can increase visibility and reaction time, calm travel speeds, and create a more comfortable environment for people walking, biking, or rolling.

Main Street intersection improvements include high-visibility crosswalks and signage to alert drivers of pedestrian travel paths; bulb-outs to shorten crossing distance for pedestrians, increase visibility (daylighting), and slow vehicle turning speeds; pedestrian-scale adequate nighttime lighting to enhance visibility for both drivers and pedestrians;

ADA directional curb ramps and detectable warning surfaces to increase accessibility; traffic-calming treatments such as raised crosswalks; and tree plantings to create a slower calming canopy effect and shade for all users. Beyond Main Street intersection improvements, these intersection strategies could be implemented as part of the Pine Street Complete Street and other projects.

Parking Management Strategies

As the vision for downtown Louisville is implemented on-street parking spaces will go from 186 to 167 spaces. In the near-term, 52 on-street parking spaces will be created on South Street between Main Street and Jefferson to meet the growing multi-modal and event needs of Louisville prior to any construction in this vision plan (considered Phase 0 in remainder of report). As Front Street and Main Street undergo renovation and Pine Street is converted to a Complete Street, on-street parking spaces will be reconfigured into multi-modal facilities and dynamic activation spaces.

Additionally, the ballfield parking across from CO-42 could serve as overflow parking for the downtown area. The parking will be easily accessible once the South Street underpass is built.

Curb and sidewalk extensions will replace portions of on-street parking to provide safe and comfortable spaces for people walking, biking, and rolling, as well as create dynamic opportunities for events and festivals. In the long-term, the RTD rail station will generate new demands on the downtown footprint. The RTD rail station could add additional parking demand from Louisville residents and nearby residents who would utilize the station as a park and ride.

Parking management strategies can

optimize existing parking through supply management and regulation. Long-term parking strategies can be considered as the Louisville Downtown Vision is built-out.

Optimize Parking Supply in the Near-Term

- Convert Short Street on-street parking to angled parking. South Street provides a good example of existing angled parking in Louisville and the potential application along Short Street.
- Consolidate alleyway trash and recycling bins to provide employee parking spaces and dedicated loading spaces. Provide reliable and convenient parking for employees off Main Street. On-street parking spaces are better suited for visitors and retail shoppers that will generate higher parking turnover. Dedicated loading space reduces freight demand for on-street parking facilities and reduces the risk of freight double parking.
- Increase DELO surface lot utilization through new and improved wayfinding signage. Simplify access and encourage longer parking durations to lots further from the downtown core, such as the DELO lot.

Long-term Parking Supply Considerations

- Create a parking structure as part of the future RTD rail station site. Anticipate park and ride demand from Louisville and nearby community residents.
- Identify potential sites that would be well suited for a parking structure. The DELO lot and 611 Front Street have existing surface lots that could be viable parking structures. The creation of additional surface lots downtown

would underutilize valuable land and are typically expensive and difficult to finance.

- Repurpose Steinbaugh Plaza. The pavilion at Steinbaugh Plaza is envisioned to repurpose the existing surface parking into a flexible lawn, splash pad and performance stage. The revitalized Steinbaugh Plaza will better utilize the land but reduce parking capacity at the site.

Parking Regulation Strategies

- Increase right-of-way enforcement. Increased parking enforcement can ensure higher compliance, generate high parking turnover, and better distribute parking across downtown and to further out parking structures. Louisville could increase internal enforcement capacity or outsource enforcement to a vendor.
- Develop regulatory system to balance parking demand. Steering longer-term parking durations to off-street parking lots or structures can help generate higher turnover at on-street downtown parking spaces. Pricing and forced rotation strategies at the most in-demand parking locations can distribute longer stays to locations that are cheaper for the user or allow longer parking durations for the user.
- Deploy flexible parking uses to better utilize parking space throughout the day or overtime. Shifting on-street parking from single-use to flexible-use can better optimize the demands of the curb throughout a day (e.g. commercial loading in the morning and evening, and on-street parking midday) or overtime (e.g. Farmer's Market Saturdays from 7am – 2pm).
- Use the ballfield parking areas at the Athletic Center across from US-42 as overflow parking.

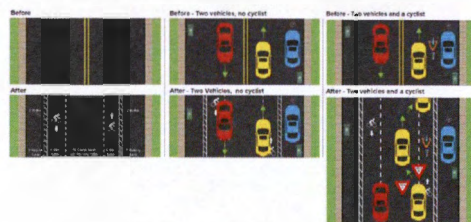
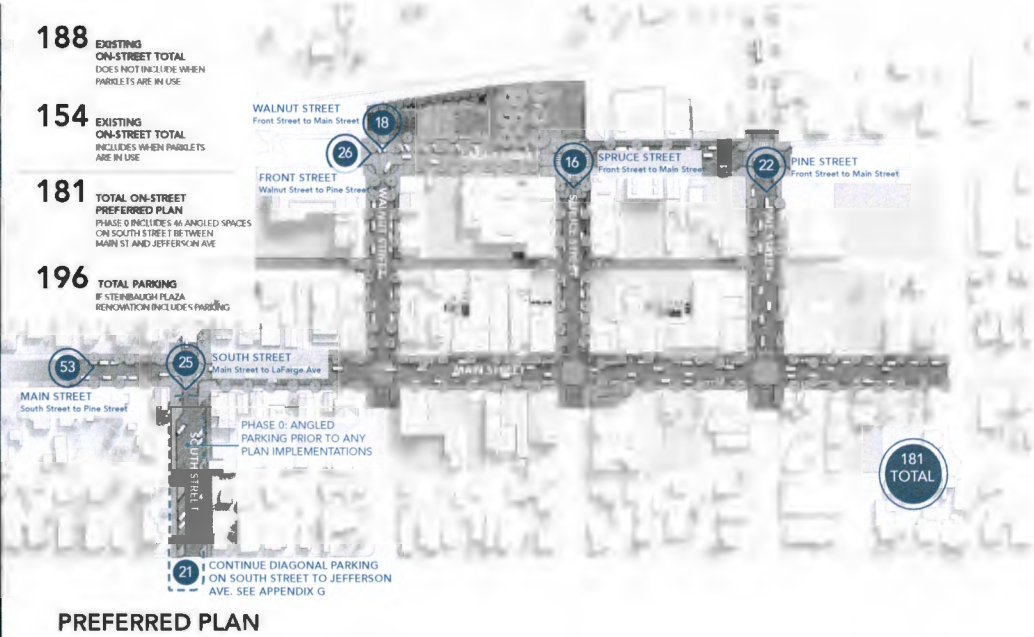


FIGURE 10: PARKING STRATEGIES



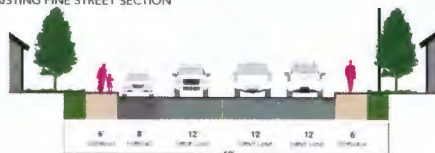
THINK BIG

COMPLETE STREET FUTURE CONSIDERATION
PINE STREET BETWEEN CO-42 AND MAIN STREET

PROVIDING ACCESS
TO DOWNTOWN FOR
ALL: WHETHER YOU'RE
DRIVING, BIKING,
WALKING, OR ROLLING!



EXISTING PINE STREET SECTION

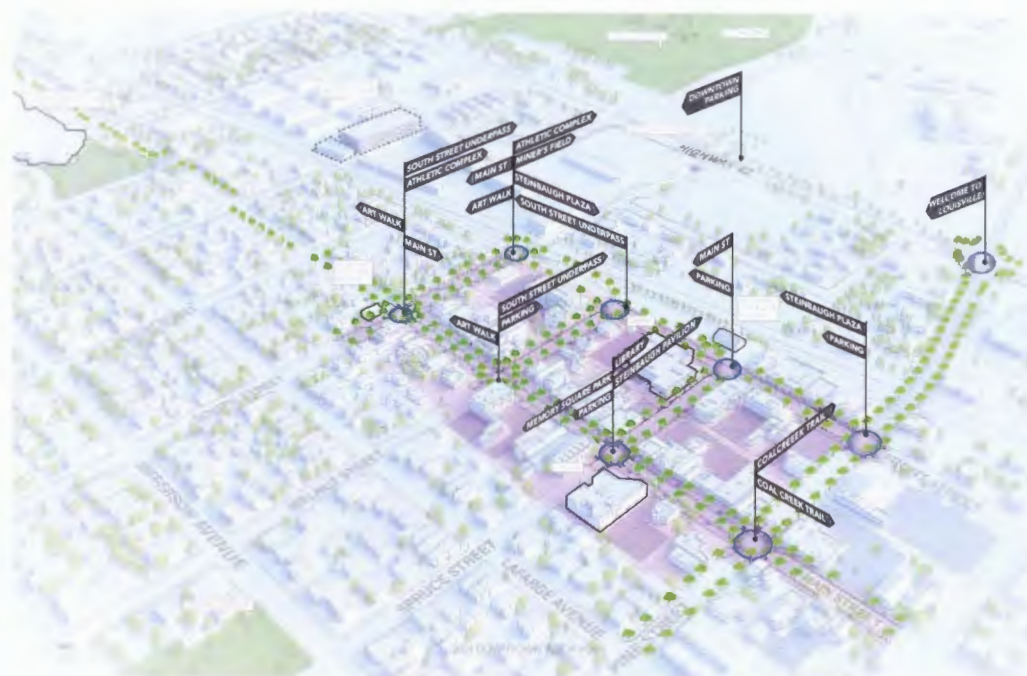


PROPOSED PINE STREET SECTION



THEME 03 **NAVIGATE**

NAVIGATE



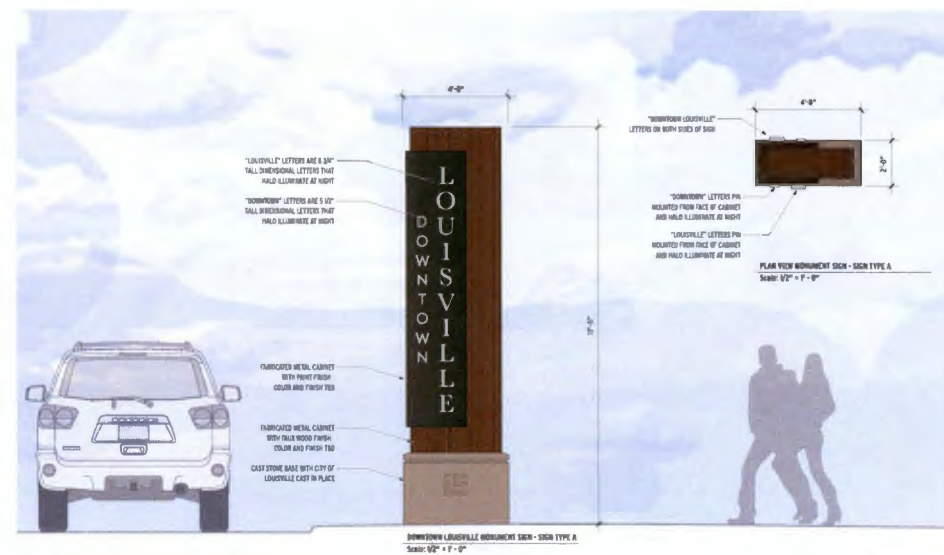


CITY OF LOUISVILLE, COLORADO



ARTHOUSE DESIGN FEHR PEER

011



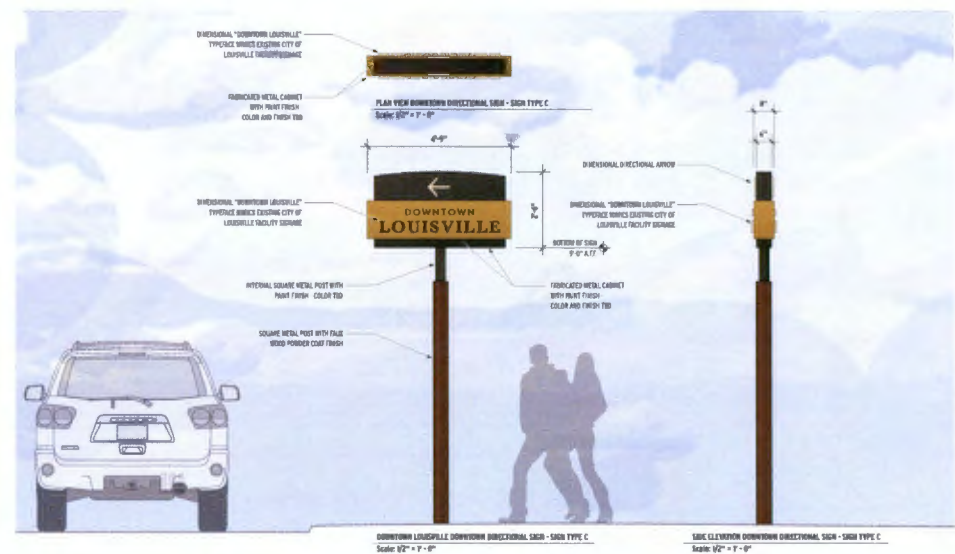
2024 DOWNTOWN VOCAL PLAN



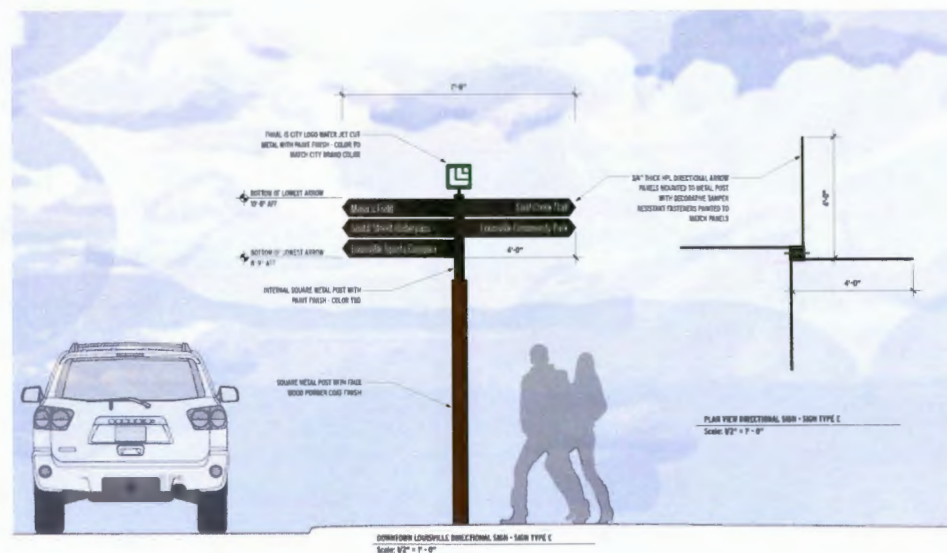
CITY OF LOUISVILLE COLORADO



ARTHOUSE DESIGN FEHR+PEERZ

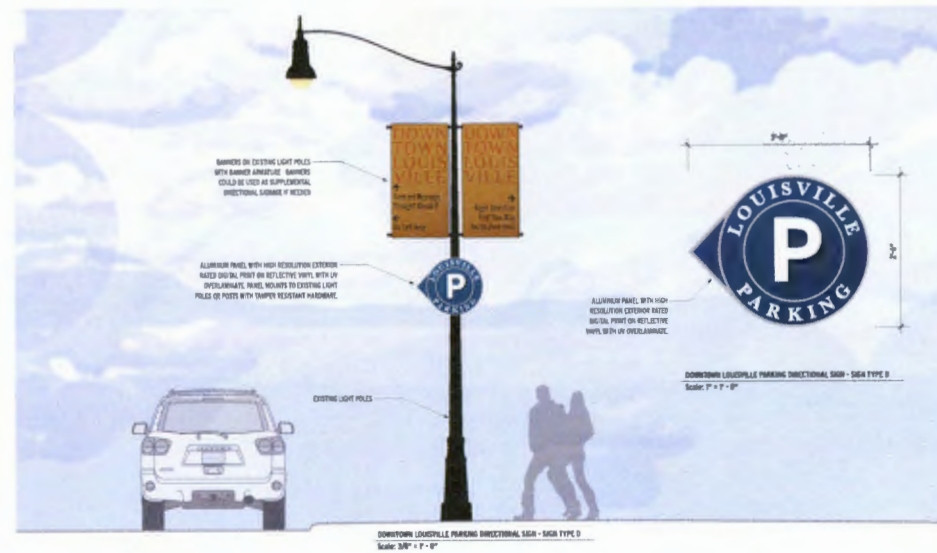


2024 DOWNTOWN WISER PLAN



DOWNTOWN LOUISVILLE, DIRECTIONAL, SIGN - SIGN TYPE C
Scale: 1/2" = 1'-0"

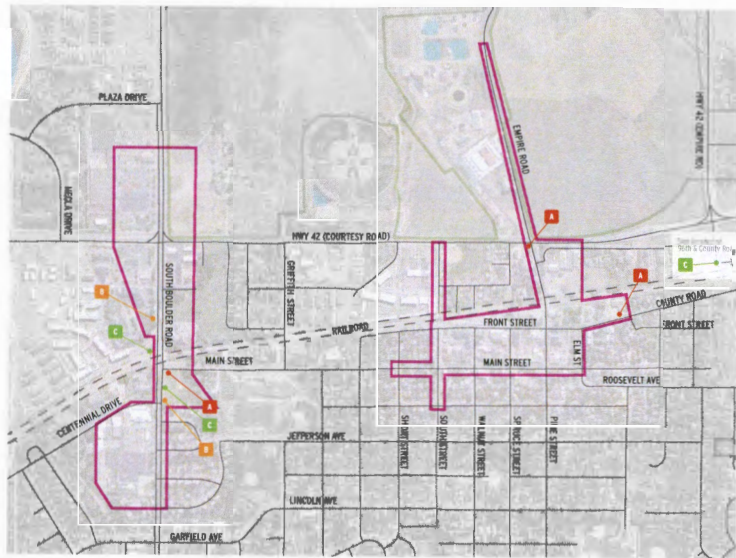
1578



DOWNTOWN LOUISVILLE PARKING DIRECTIONAL SIGN - SIGN TYPE D
Scale: 3/8" = 1'-0"



SCHEMATIC SIGN LOCATION PLAN
Scale: NTS



SIGN LOCATION PLAN DOWNTOWN LOUISVILLE

- TYPE LEGEND
- Type A: Wayfinding/Directional
 - Type B: Wayfinding/Directional
 - Type C: Wayfinding/Directional
 - Type D: Wayfinding/Directional
 - Type E: Wayfinding/Directional

SCHEMATIC SIGN LOCATION PLAN
Scale: NTS

THE PREFERRED PLAN

THE PREFERRED PLAN FOR DOWNTOWN LOUISVILLE

SOUTH ST
UNDERPASS

+78
Street Trees

+49,025 sq ft
Amenity / Gathering Space

+6
Railed Crossings/ Intersections

+1.75 Miles
Advisory Bike Lanes

+32
Wayfinding Signs

SEE APPENDIX G

HISTORY
MUSEUM

LIBRARY

CITY
HALL

FRONT STREET

FRONT STREET

WALNUT STREET

SPRUCE STREET

PINE STREET

MAIN STREET

MAIN STREET

2 CONCEPTS - REFER TO TRANSFORMATIVE PROJECTS

LEGEND

- ① Intersection Improvements
- ② Steinbaugh Plaza (2 concepts)
- ③ Streetscape Improvements
- ④ Curbless Street
- ⑤ Alleyway Activation
- ⑥ History Sculpture Walk
- ⑦ Advisory Bike Lanes
- ⑧ Renovated City Hall Plaza
- ⑨ Proposed Trees in Planting Areas
- ⑩ Proposed Trees in Tree Grates
- ⑪ Existing Trees
- ⑫ Bike Route

30' 60' 120'

N



CHAPTER 4

TRANSFORM

The revitalization of downtown Louisville can be marked by a series of catalytic and transformative projects that reshape the urban landscape and enhance the vibrancy of the city center. Among these projects, the conversion of Steinbaugh Pavilion into a true urban plaza stands out as a symbol of community gathering and cultural engagement. Additionally, the reimagining of Front Street as a cutless street amplifies existing events and festivals and creates a pedestrian-friendly environment conducive to retail and dining experiences. Furthermore, the Main Street streetscape improvements, characterized by larger bulbout areas, help beautify the street with areas for street trees but also enhance safety and accessibility for pedestrians. These projects collectively reflect the city's commitment to sustainable urban development and its vision for a dynamic and inclusive downtown core.

THREE TRANSFORMATIVE PROJECTS

1. STEINBAUGH PLAZA
2. CURBLESS STREET AT FRONT STREET
3. MAIN STREET IMPROVEMENTS



PROJECT 01 STEINBAUGH PLAZA

STEINBAUGH PLAZA (EXISTING)



PROPOSED STEINBAUGH PLAZA (CONCEPT 1)



PROPOSED STEINBAUGH PLAZA (CONCEPT 2)



TRANSFORM

Flax Grove / Parking Area



Play Grove



Splash Pad



Flexible Lawn



ONE PLAZA, MANY USES

The proposed plaza epitomizes adaptability and versatility, offering a dynamic space that effortlessly caters to a multitude of unprogrammed activities throughout the day and across seasons. With a flexible infrastructure at its core, it seamlessly transforms to accommodate everything from bustling markets to serene retreats or vibrant evening gatherings—from sunbathing to sculptures, the flexible plaza is a staging ground for all kinds of uses, programs, and experiences for residents and visitors of downtown.

SUNNY WEEKEND



OLD TOWN SKATE



AFTER SCHOOL



MOVIES ON THE GRASS



YOGA CLASS



STREET FAIRE



LIVE MUSIC



SUMMER CAMP



ART INSTALLATIONS

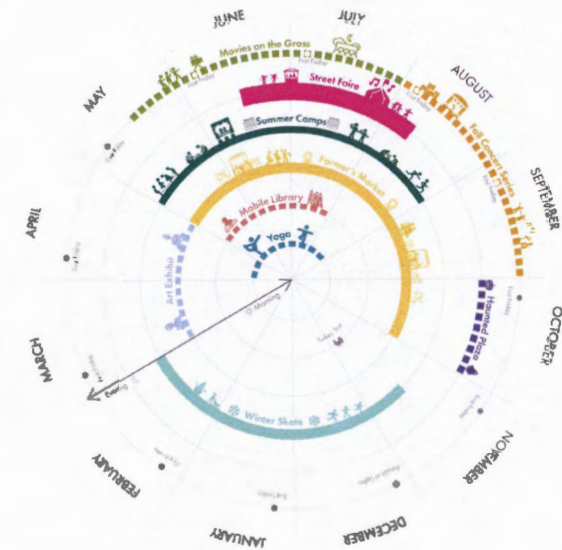


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EVENTS THROUGHOUT THE DAY AND SEASONS

The Steinbaugh Plaza capitalizes on existing events while being designed to accommodate future potential events. The envisioned plaza is set to become a thriving community nexus, embracing a spectrum of existing events and festivals while fostering new potential programs to activate the site throughout different times of day and seasons. It will accommodate existing cultural gatherings like Street Faire and the Farmer's Market, enriching the existing local culture and attracting visitors. Beyond this, the plaza will offer a "blank canvas" for other programming, including outdoor concerts, food trucks, Movies on the Grass, or a Mobile Library ensuring a dynamic environment that appeals to diverse demographics. These are just ideas, but offer suggestions for how a new plaza space could be utilized. By orchestrating activities throughout the day and throughout the year, the plaza aims to maintain a lively atmosphere from dawn till dusk, encouraging residents and visitors to engage with the space regardless of the hour or season. This commitment to year-round utilization underscores a vision of inclusivity and community engagement, where the plaza emerges not just as a physical space but as a vibrant symbol of collective identity and shared experiences.



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STEINBAUGH PLAZA (EXISTING)

UNIDENTIFIED VEHICLES

UNITED HUMAN COMFORT

NORTH SIDE PARKING

STEINBAUGH PLAZA (PROPOSED)
CONCEPT 2 SHOWN, LOOKING SOUTH NEAR PAVILION

PAVILION

FLEXIBLE PARKING / EVENT SPACE

FLEXIBLE LAWN

SPLASHING

HANGOVER JUNGLE

SWINGING

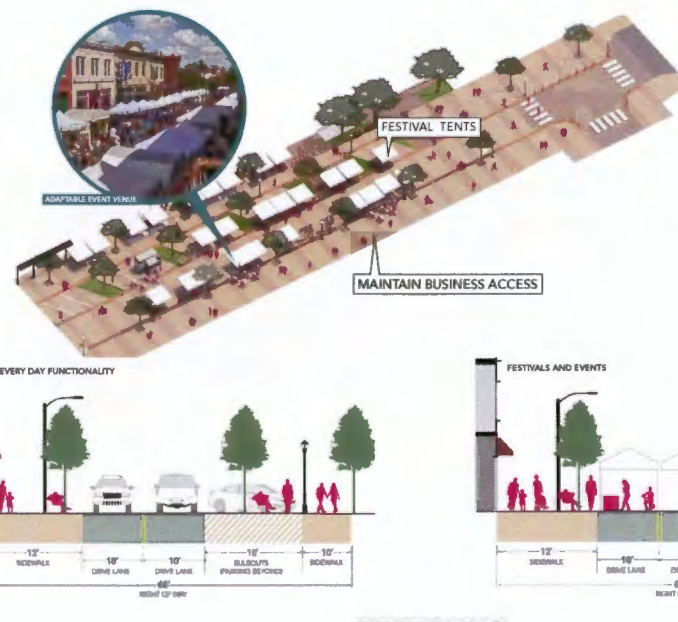
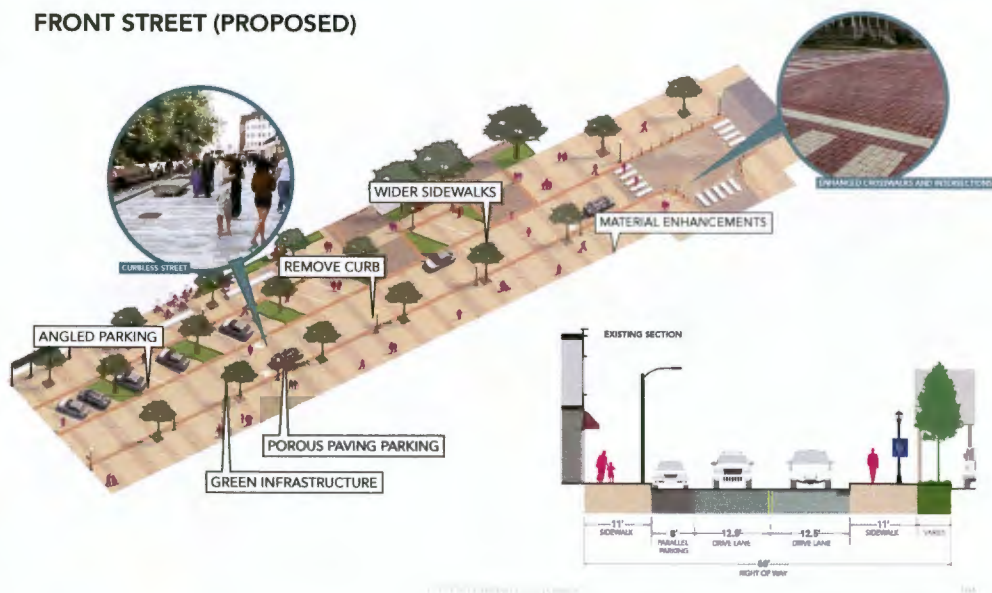
NATURAL PLAY FEATURE

PROJECT 02 CURBLESS FRONT STREET

FRONT STREET (EXISTING)



FRONT STREET (PROPOSED)



FRONT STREET (PROPOSED)



FRONT STREET (EXISTING)



FRONT STREET (PROPOSED)



PROJECT 03 MAIN STREET STREETSCAPES

MAIN STREET (EXISTING)



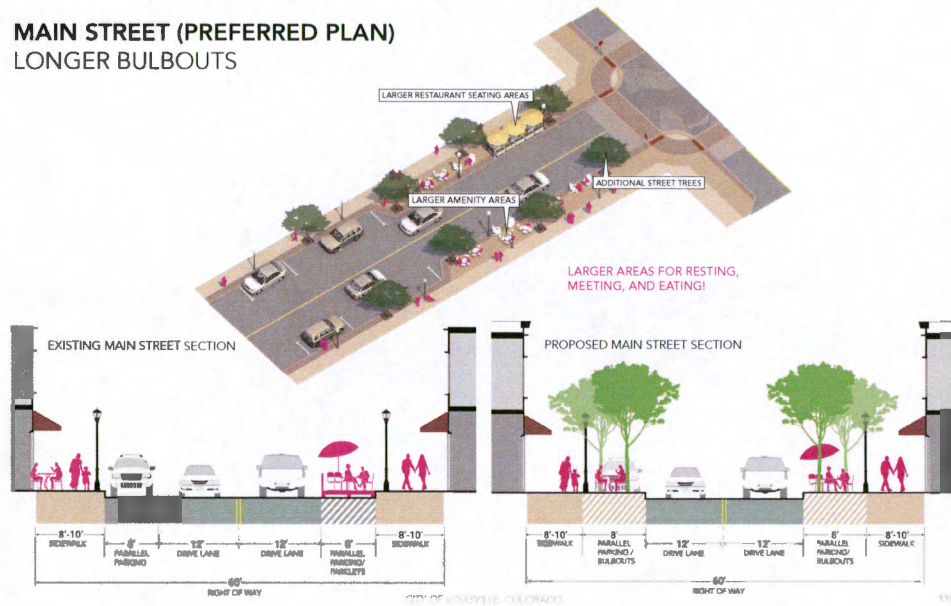
**MAIN STREET PREFERRED PLAN
LONGER BULBOUTS**



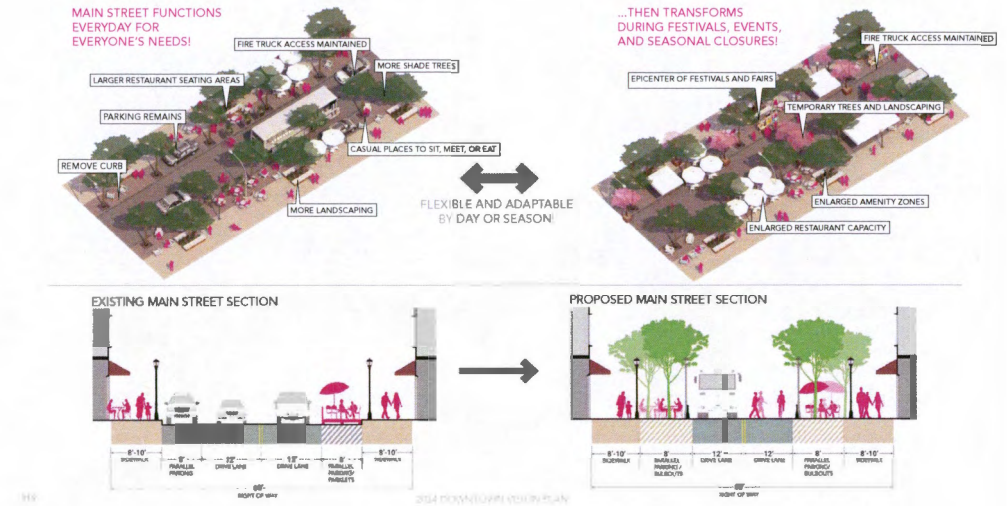
MAIN STREET FUTURE CONSIDERATION
CURBLESS STREET



MAIN STREET (PREFERRED PLAN) LONGER BULBOUTS



MAIN STREET FUTURE CONSIDERATION CURBLESS STREET



MATERIAL PALETTE OPTIONS FOR PROPOSED HARDSCAPE AREAS

Updating hardscape materials along Main Street, Front Street, and surrounding areas in downtown Louisville is a task that requires a tailored approach that aligns with the town's unique character, historical significance, and natural beauty. Here are specific best practices, goals, and benefits for such a project:

Goals

Preserve Historic Charm: Maintain and enhance the historic character of Main Street and Front Streets streetscapes while modernizing infrastructure to current needs.

Create Walkable Spaces: Design inviting sidewalks, plazas, and gathering areas along Main and Front Streets that promote pedestrian activity, social interaction, and exploration of local shops and businesses.

Environmental Stewardship: Integrate sustainable hardscape materials and permeable surfaces in Main Street installation along Front Street, and tree plantings in adjacent areas to improve air quality, reduce heat island effects, and support biodiversity.

Boost Economic Vitality: Enhance the attractiveness of Main and Front Streets to residents, visitors, and businesses, leading to increased foot traffic, longer dwell times, and economic growth for local establishments.

Benefits

Civic Identity: Develop unique streetscape along Main Street, Front Street, and adjacent areas that reflects Louisville's heritage, natural surroundings, and commitment to sustainability, contributing to a positive town identity and brand image.

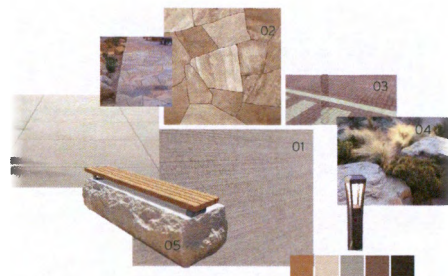
Health and Well-being: Create inviting outdoor spaces with seating, greenery, and pedestrian-friendly features along Main and Front Streets that encourage physical activity, relaxation, and social interactions among residents and visitors.

Resilient Infrastructure: Implement resilient hardscape materials and designs along Main and Front Streets that withstand Louisville's climate challenges, reducing maintenance costs and ensuring long-term durability.

Environmental Impact: Resist water runoff along Main Street, improve water quality on Front Street, and mitigate urban heat effects through sustainable hardscape practices, contributing positively to the local environment and ecosystem health. Choose durable and low-maintenance materials with longer lifespans and less need for repairs, which reduces their environmental impact.

By following these specific strategies and implementing them along Main Street, Front Street, and surrounding areas, updating hardscape materials can achieve targeted improvements that benefit the community, economy, and environment while maintaining the area's unique character and appeal.

MATERIAL PALETTE 01: MOUNTAIN MODERN



- 01: Brushed Concrete
- 02: Stone Pavers
- 03: Stamped Asphalt
- 04: Evergreens & Perennial Grasses
- 05: Natural Stone Seal Walls with Wooden Slats
- 06: "Classic Look" Contemporary Pedestrian Lighting

MATERIAL PALETTE 02: EARTHY VIBES



- 01: Precast Concrete Pavers with Alternating Colors or Score Patterns
- 02: Colored Concrete Pavers
- 03: Thermoplastic Patterns on Asphalt
- 04: Flowering Perennials & Grasses
- 05: Precast Concrete with Wooden Slats
- 06: Wooden Appearance Overhang Pedestrian Lighting

MATERIAL PALETTE 03: CLEAN AND SIMPLE



- 01: Brushed Colored Concrete
- 02: Elongated Pavers
- 03: Painted Asphalt
- 04: Perennial Grasses with Stone Elements
- 05: Natural Stone Seal Walls
- 06: Contemporary Pedestrian Lighting

THINK BIG

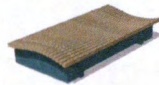
FURNISHING PALETTE FOR PROPOSED AMENITY ZONES



PARK CENTRE TABLE & CHAIRS
LANDSCAPE FORMS



ADIRONDACK
LANDSCAPE FORMS



MOBILE SURF ISLE
STREETLIFE



HARVEST BENCH
LANDSCAPE FORMS



PASEO SEAT
LANDSCAPE FORMS



RECTANGULAR PLANTER
ANOVA



PLANTER WITH BENCH
ANOVA



PLANTER WITH '1' SHAPE BENCH
ANOVA



LITTER AND RECYCLING
LANDSCAPE FORMS



RIDE BIKE SHARE
LANDSCAPE FORMS

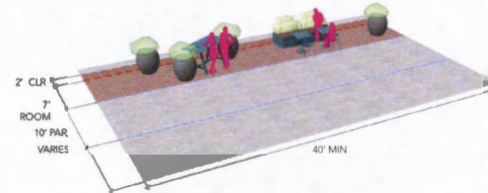


DUNE PLANTERS
LANDSCAPE FORMS

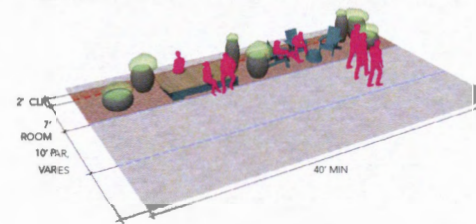
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FURNISHING ROOMS

FURNISHINGS PALETTE 01

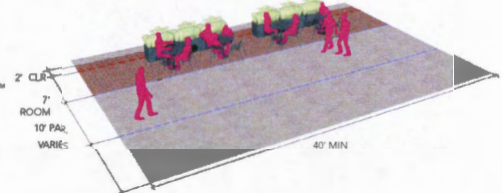


FURNISHINGS PALETTE 03

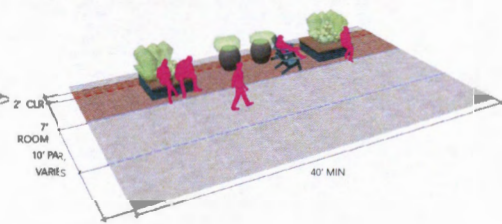


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FURNISHINGS PALETTE 02



FURNISHINGS PALETTE 04



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**MAIN STREET FURNISHINGS PLAN
PREFERRED PLAN**



PLANTING PALETTE FOR PROPOSED PLANTING AREAS

Goals

Enhance Urban Aesthetics: Improve the visual appeal of downtown Louisville through thoughtful landscaping and the strategic use of native and drought-tolerant plant species.

Promote Biodiversity: Encourage the growth of native plant species to support local ecosystems and wildlife. *Avoid monoculture planting by increasing diversity of plants used. For street trees, use no more than two trees in a row in case of disease or other problems to increase resiliency.*

Mitigate Urban Heat Island Effect: Use plants such as yarrow, sedum, and Russian sage strategically to reduce heat absorption and improve air quality in the downtown area.

Conserve Water: Implement water-efficient irrigation systems and choose drought-tolerant plant species such as wild bergamot, blanketflower, and penstemon to minimize water usage.

Engage the Community: Involve residents, businesses, and local organizations in the planning and maintenance of green spaces to foster a sense of ownership and pride.

Consider History: Ensure trees and new plantings do not interfere or block visibility of historic landmarks.

Strategies

Native Plant Selection: Choose native plants such as Rocky Mountain juniper, Douglas fir, Colorado blue spruce, and native grasses that are well-adapted to Colorado's semi-arid climate.

Incorporate flowering native plants like wild bergamot, blanketflower, and penstemon to attract pollinators such as bees and butterflies.

Drought-Tolerant Landscaping: Select plants with low water requirements such as yarrow, sedum, and Russian sage for

landscaping beds. Use rock mulch to retain soil moisture and reduce evaporation.

Water-Efficient Irrigation: Install drip irrigation systems for precise watering and minimal water loss due to evaporation or runoff.

Utilize smart irrigation controllers that adjust watering schedules based on weather conditions and plant needs.

Green Infrastructure: Incorporate green roofs or green walls in downtown buildings to reduce the urban heat island effect, improve air quality, and provide habitat for wildlife. Create rain gardens or bioswales with plants like milkweed, joe-pye weed, and blue flag iris to manage stormwater runoff, filter pollutants, and recharge groundwater.

Monitoring and Evaluation: Implement a monitoring system to track water usage, plant health, and biodiversity indicators in downtown green spaces. Use data collected to make informed adjustments to the planting strategy and irrigation practices for optimal sustainability outcomes.

Implementation Best**Management Practices**

- Coordinate with relevant stakeholders, including municipal departments, utilities, and urban planners, to ensure compliance with regulations and avoid conflicts with existing infrastructure.
- Prior to planting, assess soil conditions and address any compaction or contamination issues.



Frontier Elm
Ulmus x 'Frontier'



Shumard Red Oak
Quercus shumardii



State Street Maple
Acer Miyabe



Accolade Elm
Ulmus 'Morton' Accolade



Blue Grama Grass
Bouteloua gracilis



Russian Sage
Perovskia atropurpurea



Agastache
Agastache



Rocky Mountain Penstemon
Penstemon strictus



Coneflowers
Echinacea



Yarrow
Achillea millefolium



Sedum
Sedum spp.



Globe Mallow
Sidalcea sp.



Apache Plume
Folgia parvifolia



Rabbitbrush
Chrysothamnus spp.



Spanish Gold Broom
Cytisus purpureus



Juniper
Juniperus spp.

THINK

- Loosen compacted soil within the planting area to promote root growth and improve soil aeration and drainage.
- Amend soil as needed with organic matter to enhance fertility and structure.

Species Selection

- Choose tree species that are well-adapted to the local climate, soil conditions, and available space.
- Select species with a tolerance for urban conditions, such as pollution, compacted soil, and limited root space.
- Consider factors like mature size, growth rate, and root structure to minimize conflicts with nearby infrastructure.

Planting Techniques

- Ensure proper planting depth, with the root flare at or slightly above ground level to prevent planting too deep.
- Provide adequate space for root expansion by rigging wide planting holes.
- Use appropriate planting methods, such as container grown or balled and burlapped trees, and avoid damaging roots during installation.

Mulching

- Apply a layer of mulch around the base of newly planted trees to conserve soil moisture, regulate temperature, and suppress weeds.
- Use organic mulch materials such as wood chips or shredded bark, and maintain a depth of 2-4 inches, keeping mulch away from the trunk to prevent moisture-related issues.

Staking and Guying

- Evaluate the need for staking or guying based on tree size, site conditions, and potential for wind damage.
- Use flexible materials such as rubber straps to secure trees to stakes, allowing for movement and natural trunk development.
- Monitor staked trees regularly and remove stakes and guy wires once the tree is established and able to support itself.

Irrigation

- Provide supplemental irrigation to newly planted trees, especially during dry periods, to support establishment and root development.
- Install irrigation systems, such as drip or soaker hoses, to deliver water directly to the root zone while minimizing runoff and waste.
- Adjust irrigation frequency and duration based on weather conditions and soil moisture levels.

Protection Measures

- Implement measures to protect newly planted trees from mechanical damage, vandalism, and animal browsing.
- Install physical barriers, such as tree guards or fencing, around vulnerable trees to prevent damage to trunks and branches.
- Educate residents and contractors about the importance of tree protection and encourage community involvement in stewardship efforts.

Post-Construction Monitoring and Maintenance

- Establish a maintenance plan to monitor the health and condition of newly planted trees and address any issues promptly.
- Conduct regular inspections for signs of stress, pest infestations, or other problems, and take appropriate action as needed.
- Provide ongoing care, including pruning, fertilization, and mulch replenishment, to support tree growth and resilience.

By following these best management practices for street tree installation and construction, municipalities and developers can promote the successful establishment and long-term sustainability of urban trees, contributing to the beauty, health, and livability of communities.

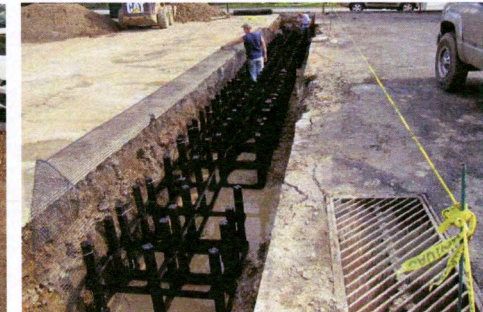
TREE PLANTING STRATEGY: SILVA CELLS

Silva Cells are innovative modular systems designed to support healthy tree growth in urban environments while simultaneously addressing various urban infrastructure challenges. These systems consist of interlocking plastic or metal frames that create an underground matrix beneath sidewalks, parking lots, or other paved surfaces. Within this matrix, void spaces are filled with soil, providing ample room for tree roots to expand and thrive.

The primary function of Silva Cells is to alleviate soil compaction, which is a common problem in urban areas due to construction and heavy foot traffic. Compacted soil restricts the growth of tree roots and limits their access to essential nutrients and water. By creating a structural void space beneath the pavement, Silva Cells allow roots to grow freely, promoting healthier and more resilient trees.

In addition to supporting tree growth, Silva Cells offer several other benefits. They help manage stormwater runoff by providing storage space for rainwater to infiltrate into the soil, reducing the risk of flooding and alleviating pressure on stormwater infrastructure. Silva Cells also improve soil quality by allowing for better aeration, drainage, and nutrient cycling.

Providing enough soil volume is crucial for healthy tree growth. Trees planted in confined spaces with limited soil volume may struggle to establish themselves and may suffer from stunted growth and poor health. Ideally, the soil volume provided for street trees should be at least 800-1,000 cubic feet per tree, depending on the species and site conditions. This suggests an implementation cost of around \$12,000 per tree.



MAIN STREET (EXISTING)

MAIN STREET (0-3 YEARS)

PROS

- Smaller investment, easier to implement
- Additional landscaping and shade trees
- More open seating, flexible spaces for public use
- More cafe/restaurant seating areas
- Traffic calming and pedestrian infrastructure

CONS

- Less flexible and adaptable over time
- Additional investment into drainage and infrastructure adjustments

ENHANCED PEDESTRIAN ZONE

PEDESTRIAN ZONE

PEDESTRIAN ZONE

PAVED INTERSECTION

MAIN STREET (EXISTING)



**MAIN STREET
(CURBLESS - FUTURE CONSIDERATION)**

PROS

- Flexible street design, adaptable for many future needs
- Additional landscaping and shade trees
- Larger amenity spaces for public use
- Larger cafe/restaurant seating areas
- Increased curb and sidewalk condition and landscape investment

CONS

- Larger upfront investment
- Additional investment into drainage and infrastructure adjustments





CHAPTER 5

TAKE ACTION

In this chapter, we delineate the phased approach and implementation strategies crucial to realizing the vision outlined in the preceding chapters of the vision plan. By breaking down the ambitious vision into manageable phases, we aim to ensure that the implementation process is both feasible and effective. Each phase is meticulously crafted to address specific aspects of the urban design, encompassing infrastructure development, community engagement, and regulatory frameworks. As much as feasible, projects are spatially grouped together for more efficient construction processes. Through this phased and strategic approach, we endeavor to transform vision plan aspirations into tangible urban realities.

- INTRODUCTION
- ANALYZE
- THINK BIG
- TRANSFORM
- TAKE ACTION

PHASING AND IMPLEMENTATION

Crafting a vibrant public space and streetscape vision plan requires a tailored approach to funding and implementation, drawing upon local resources and partnerships. To translate these values into tangible enhancements for public spaces and streetscapes, Louisville can tap into various funding sources, starting with its own Capital Improvement Projects (CIP) budget. By prioritizing these aspects within the municipal budget, the city demonstrates its commitment to creating welcoming and functional public spaces for residents and visitors alike.

A combination of Louisville Revitalization Commission (LRC) funds and City Capital Improvement Project (CIP) funds will pay for the majority of improvements shown in this vision plan. Additional funding may come from grants or other partnerships. It is not anticipated an increase in taxes or bonds will be used to pay for these projects.

All projects described in this vision plan will go through a full Concept through Construction Documentation phasing plan with additional coding, design, and engineering beyond the scope of the vision plan.

Project Phasing Approach

A well-thought-out phasing plan has been crafted to ensure smooth execution and maximum impact. Implementing these projects begins by engaging with key stakeholders, including local businesses, residents, government officials, and community organizations to identify most immediate project needs—what needs to come first and why? Their input will be invaluable in shaping the phasing plan

and garnering support for the project.

While some conversations with City officials and stakeholders were completed during this vision plan, the next step should evaluate the downtown area and identify priority zones for revitalization based on factors such as foot traffic, existing infrastructure, and community needs. As of now, the area around Steinbaugh Pavilion and Front Street appear to be the focus area for early-phase implementation and could be Phase 1 of this vision plan.

Before initiating Phase 1 of the project, the City has outlined a preliminary Phase 0. This preparatory phase precedes the modifications detailed in the document regarding the removal of existing parking adjacent to the Steinbaugh Pavilion and associated improvements in this area. Its aim is to mitigate parking shortages resulting from the removal of existing parking in the location. Phase 0 entails the conversion of parallel parking spaces along South Street, stretching from Main Street to Jefferson Street, into angled parking spaces.

An incremental approach is recommended for phasing, starting with smaller-scale improvements that can deliver quick wins and build momentum. For example, this could involve beautifying Steinbaugh Plaza, installing street furniture, or enhancing pedestrian walkways in the initial phases.

Projects will prioritize infrastructure upgrades such as road repairs, utility enhancements, and parking improvements alongside public amenity space improvements. These upgrades

will lay the foundation for future development and attract businesses and visitors to the downtown area while acknowledging the need of activation and public realm improvements.

It is recommended the City explore opportunities for public-private partnerships to fund and implement various phases of the vision plan. Collaborating with private developers and investors can help leverage resources and expertise to accelerate progress.

Continuously monitor the progress of each phase and be prepared to adapt the phasing plan based on evolving circumstances and feedback. Flexibility is key to navigating unforeseen challenges and ensuring the long-term success of the downtown vision plan.

By following these best practices and strategies, the implementation of the downtown vision plan in Louisville, Colorado, can be carried out effectively, resulting in a vibrant and thriving city center that enhances the quality of life for residents and visitors alike.

Construction Logistics

Ensuring business continuity during construction projects requires meticulous planning and proactive measures. This project will engage in phased construction, wherein the project is divided into smaller, manageable stages. This allows for targeted construction activities in specific areas while keeping adjacent sections accessible to businesses and pedestrians. This also makes the projects more financially feasible.

During each construction phase, establishing clear signage and wayfinding systems is crucial. This helps direct traffic, pedestrians, and potential customers to businesses that remain open. Temporary pedestrian walkways and protected pathways can be constructed to maintain safe access to storefronts, ensuring that businesses retain their viability and customer flow.

Adopting flexible construction scheduling is essential. Coordinating construction activities to minimize disruptions during peak business hours, such as mornings and weekends, can mitigate the impact on business operations. Contractors may consider implementing night shifts or off-peak work hours for activities that generate significant noise or require road closures. This approach will be vetted by community members and businesses prior to construction as residential units and nearby neighborhoods need to be taken into consideration.

To address potential challenges with parking availability, establishing temporary parking arrangements nearby can help offset any loss of on-street parking due to construction. Providing clear signage directing customers to alternative parking locations and offering shuttle services can facilitate access to businesses during construction.

Regular communication with business owners and stakeholders is paramount throughout the construction process. Holding frequent meetings, providing project updates, and soliciting feedback help foster transparency and trust. Additionally, designating a project liaison or point of contact for businesses to address

concerns and coordinate logistics can streamline communication and problem-solving efforts.

Incorporating safety measures is non-negotiable during construction. Implementing proper barricades, signage, and lighting around construction sites ensures the safety of pedestrians, motorists, and construction workers alike. Regular inspections and maintenance of

temporary pedestrian walkways and access routes help prevent crashes and maintain accessibility.

By prioritizing phased construction, effective communication, flexible scheduling, and safety measures, main street construction projects can proceed smoothly while minimizing disruptions to business operations. These strategies not only ensure the successful completion of the



FREQUENTLY ASKED QUESTIONS

What if we don't have the funding to build all the projects in the vision plan?

The vision plan is developed to provide a list that has more projects than the City or Louisville Revitalization Commission (LRC) currently has funding to implement. Funding for public space and streetscapes comes from various sources and is often needed to be used for certain project types or to meet particular goals. Because of this, the plan identifies a variety of worthy projects in anticipation of future funding opportunities. Additionally, the vision plan is not an all-or-nothing undertaking. Each project is evaluated and selected based on its individual benefits before being assigned as part of the full vision plan. This means that all investments toward project implementation, no matter the number or location, will provide benefits for downtown Louisville.

I am concerned how this will impact parking within downtown Louisville.

The downtown vision plan tackles parking impacts by conducting thorough inventory assessments, implementing parking management strategies like employee/customer parking lots for businesses, increased parking spots with enhanced code enforcement, or future construction of a parking garage within the downtown area. A thorough understanding and analysis of parking impacts will be completed prior to the implementation and construction of each of the projects described in the vision plan. These measures work together to optimize parking availability, alleviate congestion, and enhance the overall downtown experience. Exhibits throughout this document have identified ways to alleviate parking concerns. Appendix F describes additional parking changes which will occur before any of the vision projects progress.

Will this project help the downtown area thrive and revitalize?

The aim of the downtown vision plan for downtown is designed to regenerate and revitalize the area by fostering economic growth, enhancing the built environment, and creating a vibrant community hub by investing in public space improvements. Research and analysis of similar projects in similar communities suggests investment in the public realm and streetscapes has a positive impact for communities and leads investment by the private sector. Through targeted strategies such as pedestrian-friendly streetscapes and cultural programming, the plan aims to attract future businesses, re-investment by existing businesses, residents, and/or visitors while preserving the unique character and charm of downtown Louisville. By prioritizing placemaking, connectivity, and sustainability, the project sets the stage for long-term prosperity and vitality in the heart of the city.

Is this project just a catalyst for creating a pedestrian mall or permanent street closure in/in near downtown?

No, the current project does not entail the implementation of a pedestrian mall or permanent street closure in downtown in the short-term or long-term. The vision plan focuses on enhancing downtown vitality and existing programs like the parklet program or existing events. Various strategies either preserve or enhance the existing transportation infrastructure for all users whether walking, biking, or driving. Any future considerations regarding pedestrian malls or street closures would undergo thorough community engagement and evaluation to ensure alignment with the city's goals and values.

project but also contribute to the vitality and resilience of the local business community.

Implementation Partnerships

Local government initiatives could be bolstered by seeking grants from state and regional agencies within Colorado that prioritize community development and urban revitalization. Organizations such as the Colorado Department of Local Affairs (DOLA) or the Colorado Office of Economic Development and International Trade (CEDIT) offer grant programs aimed at supporting municipalities in their efforts to create inviting public spaces and improve streetscapes. Securing grants from these sources can provide crucial funding and technical assistance for implementing various aspects of the master plan, ensuring that Louisville remains at the forefront of innovative urban design and placemaking.

Louisville could leverage partnerships with private entities through public-private partnerships (PPPs). Collaborating with local businesses, developers, and investors could unlock additional funding streams and resources for specific projects outlined in the master plan. These partnerships might involve joint ventures, sponsorship opportunities, or even in-kind contributions, enriching the overall vision and execution of the plan while fostering a sense of shared responsibility for the city's well-being.

By engaging residents and businesses through crowdfunding campaigns or community fundraising events, Louisville can foster a sense of ownership and involvement in shaping the future of its public spaces. Additionally, prioritizing projects based on community feedback and feasibility allows for phased

implementation, ensuring that resources are allocated efficiently and effectively, and that the master plan evolves in harmony with the evolving needs and aspirations of the community.

By weaving together a tapestry of local funding sources, state grants, public-private partnerships, and community engagement strategies, Louisville can realize its vision of vibrant public spaces and streetscapes that reflect the unique character and aspirations of the community while enhancing quality of life for residents and visitors alike. As Louisville continues to grow and evolve, its commitment to creating inclusive, accessible, and aesthetically pleasing public spaces will serve as a testament to its status as a model city for sustainable and equitable development in Colorado and beyond. Potential Partnerships for the projects described in this vision plan include:

- Louisville City Government and Colorado Department of Transportation (CDOT): CDOT plays a crucial role in transportation infrastructure planning and funding statewide. Louisville could collaborate with CDOT to integrate streetscape improvements with broader transportation initiatives, such as road widening projects, bike lane expansions, or pedestrian safety enhancements. This partnership could involve joint funding for shared infrastructure projects and coordination on design standards to ensure seamless integration with state roads passing through Louisville.
- Louisville Economic Vitality Department and Colorado Office of Economic Development and International Trade (CEDIT): CEDIT

offers various grant programs and economic development incentives to support local communities in fostering business growth and job creation. Louisville's Economic Development Department could work closely with CEDIT, DOLA, or Downtown Colorado Inc. to explore funding opportunities for streetscape enhancements that enhance the city's economic vitality and attractiveness to businesses and visitors. This partnership might involve applying for grants or tax incentives specifically targeted at revitalizing commercial corridors and downtown districts.

- Louisville Parks and Recreation Department and Colorado Parks and Wildlife (CPW): Colorado Parks and Wildlife provides grants and technical assistance for outdoor recreation projects that enhance public spaces and promote environmental stewardship. Louisville's Parks and Recreation Department could partner with CPW to develop green infrastructure initiatives, such as trail networks, pocket parks, or riparian restoration projects, that integrate seamlessly with the city's streetscape improvements. This collaboration could also involve leveraging CPW's expertise in wildlife habitat conservation to incorporate ecological considerations into the master plan.
- Louisville Chamber of Commerce and Local Businesses: The Louisville Chamber of Commerce serves as a hub for local businesses, offering networking opportunities, advocacy, and promotional support. The chamber could partner with local businesses to secure sponsorship for streetscape amenities, such as benches, planters, or

public art installations, through advertising opportunities or naming rights agreements. Additionally, the chamber could facilitate business participation in volunteer cleanup events or beautification projects, fostering a sense of civic pride and engagement among the business community.

- Louisville Sustainability Office and Colorado Association of Conservation Districts (CACD): The Colorado Association of Conservation Districts provides technical assistance and funding for conservation and sustainability initiatives at the local level. Louisville's Sustainability Office could collaborate with CACD to implement green infrastructure solutions within the streetscape master plan, such as rain gardens, permeable pavements, or urban tree planting programs. This partnership could also involve educational outreach to residents and businesses on sustainable landscaping practices and water conservation strategies.

By forging these specific partnerships with both local entities and state agencies, Louisville can leverage a diverse range of expertise, resources, and funding opportunities to implement its public space and streetscape master plan effectively. These collaborations not only enhance the quality of life for residents but also contribute to the long-term sustainability and resilience of the community.

A NETWORK OF PARTNERSHIPS AND FUNDING OPPORTUNITIES



TAKE ACTION

PHASE 1: 0-3 YEARS



Curbless Street on Front Street
Front Street from Main Street to Pine Street

Advisory Bike Lane on Front Street
Front Street from Main Street to Pine Street

Steinbeugh Plaza

Signage and Wayfinding Program

Streetscape Improvements on Main Street
Main Street from Front Street to Pine Street

Advisory Bike Lane on Main Street
Main Street from Front Street to Pine Street

Intersection Improvements on Main Street
Main Street from Front Street to Pine Street

PHASE 2: 3-8 YEARS



Additional Streetscape Improvements
Main Street from Front Street to Pine Street

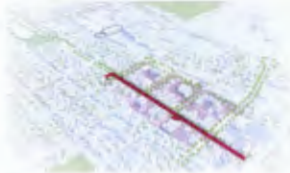
Complete Street on Pine Street
Pine Street from Front Street to Main Street

History Sculpture Walk
Main Street from Front Street to Pine Street

Advisory Bike Lane
Main Street from Front Street to Pine Street

Alleyway Activation

PHASE 3: 8+ YEARS

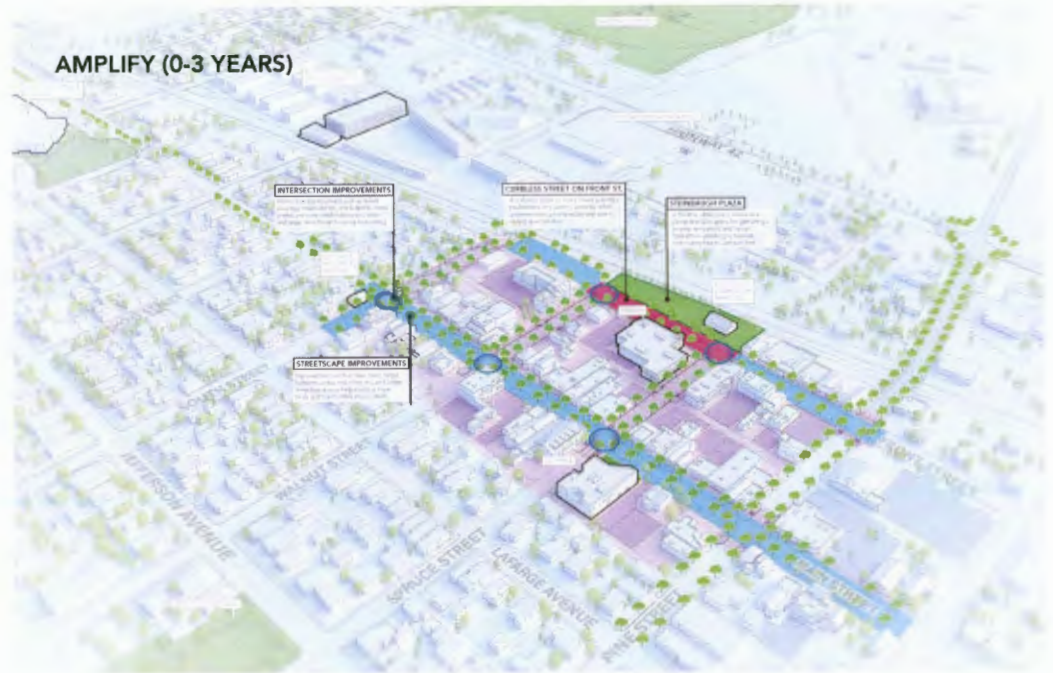


Curbless Streets on Main Street
Main Street from Front Street to Pine Street

Renovated City Hall Plaza

Renovated History Museum Plaza

AMPLIFY (0-3 YEARS)



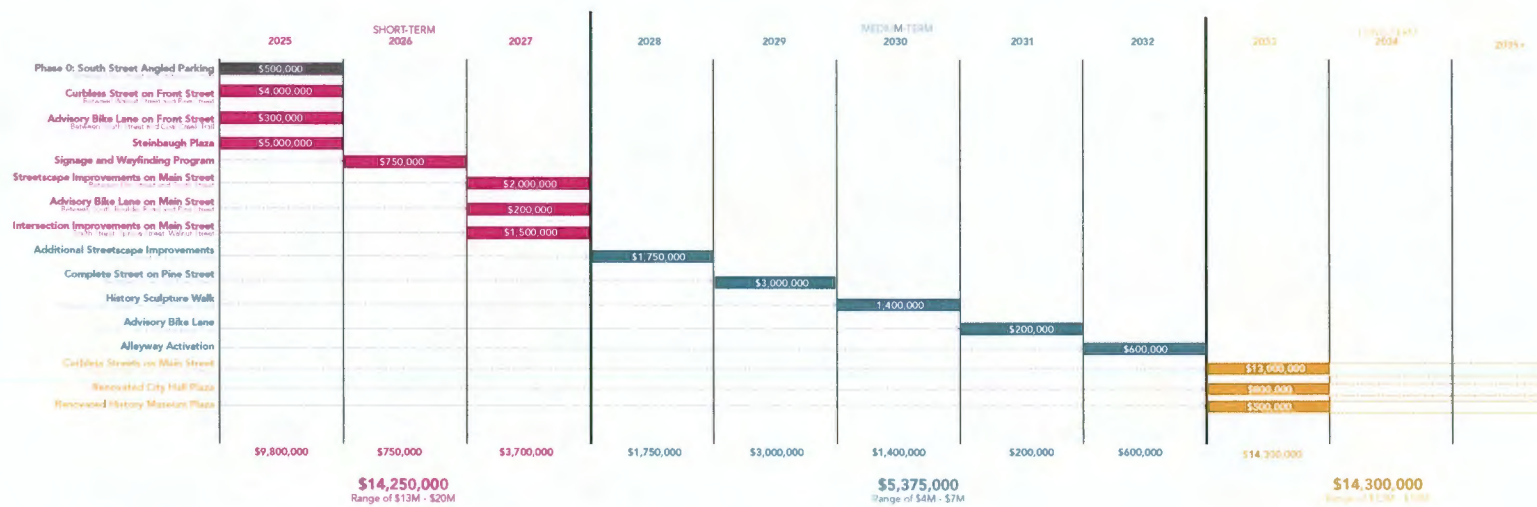
AMPLIFY (3-8 YEARS)



AMPLIFY (8+ YEARS)



CIP PHASING PLAN - ALL PROJECTS



PHASE 1: 0-3 YEARS



PHASE 2: 3-8 YEARS



PHASE 3: 8+ YEARS





APPENDIX

APPENDIX A: BACKGROUND DOCUMENT REVIEW (MOBILITY/TRANSIT)

Introduction

This document synthesizes salient portions of any transportation plans, studies, and policies with recommendations or elements relevant to the conceptual design of downtown Louisville's Main Street, South Boulder Road, and associated public spaces. When available, the document includes context for existing and previous projects, progress, implementation timelines, successes, and lessons learned.

Previous Transportation Plans

City of Louisville Transportation Master Plan (2019)

The Transportation Master Plan (TMP) sought to unify numerous transportation goals and previous citywide efforts under one broad plan. As shown in Figure 1, the eight goals of the TMP included those to develop a more efficient, layered, multimodal transportation system, develop complete streets, and support local economic development, environmental sustainability, and community health.

Community input collected during the planning process prioritized, in order: access to destinations by walking and biking, regional rail transit service, bike lanes, first and last mile connections to transit, reducing speeding in neighborhoods, and safe pedestrian crossings. By project types, the public most valued, in order: underpasses, commuter rail, intersection safety, traffic congestion, roadway maintenance, and bike lanes.

Recommended policies include:

- Designing and operating "great streets" or complete streets that accommodate all

TMP GOALS

Louisville's transportation network will:

- 1 Operate efficiently and safely for all users.
- 2 Be a cohesive and layered system of streets and trails for walking, biking, transit, driving, and recreation.
- 3 Provide local and regional travel options that balance needs for Louisville residents, employees, and visitors.
- 4 Utilize new technologies to provide safe, reliable, clean and convenient transportation choices.
- 5 Increase mobility options and access for people of all ages, abilities and income levels.
- 6 Provide complete streets that are inviting, enhance mobility and reflect the City's small-town atmosphere.
- 7 Support economic opportunities and businesses.
- 8 Improve environmental and community health by reducing emissions, and supporting more active and sustainable.

modes, ages, and abilities. This policy applies when performing any street reconstruction, resurfacing, restriping, and maintenance. The TMP provides a framework for street cross sections based on whether walking, biking, transit, and driving are 1) optimized, 2) prioritized, or 3) accommodated. The TMP also illustrates key design elements of successful intersections, pedestrian and bicycle crossings, and bicycle facilities.

- Creating walkable and bikeable places. The plan cites downtown Louisville as a good example: "The grid network in the Downtown area has lower traffic speeds, a high intersection density, or connectivity among the streets, well-marked pedestrian crossings and wide sidewalks and amenities such as street furniture and patios buffering the sidewalk to the street. Additionally, there are many destinations within a short distance. This provides multiple, direct routes for people to travel, reducing the reliance on an automobile for short trips and encouraging active transportation options." This section stresses the need to promote walkability along South Boulder Road.
- Incorporating transit-oriented development to create walkable mixed-use neighborhoods near bus service. While the plan mentions downtown and Downtown East Louisville (DELO) as areas with a foundation for TOD development, additional investment could create a future commuter rail station or major transit hub.
- Considering ways in which investments in technology can improve safety, efficiency,

and equity of the transportation network. Downtown, this could include shared mobility, flexible loading zones for goods and passengers, and EV charging.

Recommended projects include:

- Corridor projects such as SH 42 (which should include an underpass connection to downtown via South or Short Street) and South Boulder Road.
- Those needed to complete a bicycle network that will support all ages and abilities, including bike routes on Garfield/Lincoln, Jefferson Ave, DELO to downtown, Spruce St, South St, and Front St; as well as off-street shared paths around Louisville Middle School, Griffith St, and McKinley Park.
- Connectivity and safety improvements at street and trail intersections and completion of sidewalk gaps, including traffic calming. Examples of projects identified in the downtown study area include a raised crossing with refuge along Main St at Louisville Middle School, an underpass of SH 42 at South/Short St, and shortening the crossing distance at Hutchinson St/Jefferson Ave.
- Key downtown connection enhancements between the recreation center, neighborhood bikeways, trails, and downtown, such as traffic calming, placemarking elements, wayfinding, and intersection treatments (see Figure 2 for details).

- Transit improvements including 1) new connections, 2) a neighborhood EcoPass program, 3) first and last mile access improvements to McCaslin Station, 4) bus stop improvements, 5) Northwest Rail peak service, and 6) planning for a Northwest Rail station outside of downtown near the Colorado Tech Center

Recommended programs include neighborhood traffic management, travel demand management, Safe Routes to School, Fun Routes, open streets, a bike share network, safety/maintenance/training, coordinated wayfinding, recognition as a Bicycle Friendly Community, and data collection. The recommendation for a temporary open streets program could be explored in further detail through the Downtown Vision Plan, with implementation already piloted during the covid pandemic.

Sustainability Master Plan (2020)

Louisville's Sustainability Action Plan, first adopted in 2016 and updated in 2020, outlines strategies across seven categories: climate, energy, transportation, waste, water, ecological health, and local food and agriculture. Each category of the plan includes near-term (1-2 years) and mid-term (3-4 years) interval and external goals. As of the latest website update, 63% of plan goals are in progress or completed. The plan's transportation strategy is further along, with 70% of plan goals in progress or completed. The overall transportation goal is to "Provide and maintain sustainable and safe transportation choices for all Louisville residents to enhance community connectivity while reducing environmental impact."

Internally, the objectives are to 1) Reduce the GHG emissions from the City fleet and 2) Ensure all Louisville employees have access to multimodal means of local and commute travel to reduce single-occupancy vehicle commute trips and explore creative ways to incentivize employees to reduce the carbon footprint of their travel.

Relevant internal goals to incorporate within through the Downtown planning effort include:

- Consider a micro-mobility solution for employees to utilize between facilities (i.e. bike share, e-bikes). Progress on this goal has not begun.
- Develop EV charging stations in strategic City locations for future PHEV and EV fleet integration. This goal is in progress.

External objectives are to 1) Increase modal choice and decrease the single occupancy vehicle share of local and regional trips, 2) Support public adoption of EVs and assist in the installation of public charging stations, and 3) Collaborate with regional agencies to develop solutions to provide sustainable transportation management services.

Relevant external goals to incorporate within the Downtown planning effort include:

- Facilitate participation in initiatives and programs that encourage residents to use bicycle and pedestrian transportation and public transit programs. This goal is in progress.
- Continue efforts and build-out

Summary

Project 4 recommends an enhanced connection between the Rac Center, neighborhood bikeways, trails, and Downtown. This focuses on enhancing proposed bikeways through separation and protection from vehicles and widening sidewalks to improve accessibility. This connection would provide comfortable and safe facilities for people of all ages and abilities.

Implementation

This project is considered separately within the plan because it forms a single cohesive project and could serve as a significant community amenity. This project can be phased into separate segments and incorporate a variety of treatment types to enhance the safety and ability of people walking and biking.

The Pine Street corridor shown on the map below has adequate right of way and pavement width to accommodate a protected bikeway and wider sidewalks. Once Pine Street approaches Downtown, the final location of connections should be evaluated in partnership with the neighborhood.

Figure 4.23 Downtown Connection Enhancements



Key Considerations

- The project would provide high-quality multi-modal options and connections to popular destinations, including the Rac Center and Downtown.
- The improvements along the trail corridor will vary based on the context and right-of-way widths in each area.
- Recent center median/pedestrian refuges on Pine Street in Old Town need to be preserved or replaced with similar traffic calming and safety facilities depending on right of way width, available design preferences.
- There is an opportunity to include amenities and community placemarking elements, such as exercise equipment, public art, and pedestrian scale lighting.
- In the Downtown area, the enhancements should be balanced with impacts on local residents and on-street parking availability.
- Wayfinding components should be included for placemarking and usability purposes.
- Intersections along the enhanced connection route should be enhanced and prioritized for the safety of people walking and biking while crossing. Examples include shortened crossing distances, high-visibility crosswalks, and orientation of stop signs.

implementing recommended actions within the Transportation Master Plan. This goal is in progress.

- Continue efforts to coordinate on a regional level to implement a bike share or other micro-mobility program. This goal is in progress.
- Coordinate and communicate public transit programs. This goal is in progress.
- Monitor and strategically improve public transit to increase ridership, comfort and safety. Program in this goal has not begun.
- Support and promote installation of EV charging stations at commercial, industrial, development and sites. This goal is in progress.
- Provide educational opportunities and programs on PHEV and EV adoption to residents and commercial entities. This goal is in progress.
- Enhance shared transit facilities outlined in the Transportation Master Plan. Program in this goal has not begun.
- Coordinate vehicle share and transit programs. This goal is in progress.

Future 42 Study (2021)

Future 42 seeks to implement three roles of

the FH 42 corridor in Louisville and Lafayette to create a comfortable, safe street for users of all modes, ages, and abilities. The proposed design aims to improve multimodal options, safety, and travel for drivers. It includes a four-lane cross-section from Herla Drive south to Empire Road (nick Street) and a two-lane section north of Herla Drive to Lagny Way, Northpark Drive. The street section includes a 6-foot sidewalk, 2-foot buffer, 7-foot raised cycletrack, and 6-foot buffer on each side of the roadway. Intersection improvements include protected intersections and three separate signal changes.



The plan recommends construction of a South Street underpass using Louisville Urban Renewal Area funding prior to construction of the roadway above (as illustrated in Figure 9).

APPENDIX B: BEST PRACTICES

A dynamic, engaging, and thriving downtown puts public life at the center of planning, strengthened by an overall focus on liveliness, health, attractiveness, sustainability, and safety. The planning process needs a holistic approach—a vision—for how all aspects of human, cultural, and social aspects should be taken into consideration.

A good indicator of successful public life is people's use of the public realm for a variety of activities during the course of a day. Two factors that can be observed and recorded readily are:

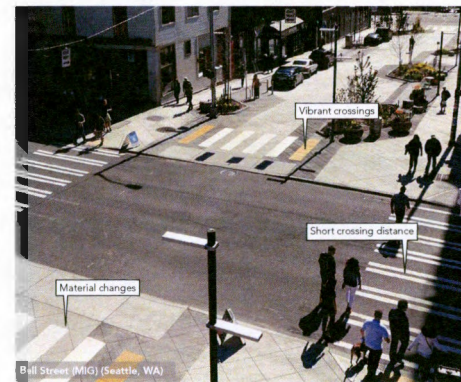
1. Number of People in a public space
2. The Amount of Time people spend in the public realm

Spaces where a large number of people linger for a long period of time tend to be more successful. Spaces with few people walking

slowly or lingering for long periods of time are perceived to be less successful. This observation underlies the principles that are the basis for the work described in this vision plan.

Creating and managing downtown public spaces is essential for fostering vibrant and livable urban environments. Every downtown area is unique, and the best practices may need to be adapted to suit the specific needs and characteristics of each community. Effective management, ongoing community engagement, and a commitment to quality are key to the success of downtown public spaces.

There are many potential elements that could be considered as part of new public space design in Louisville. Common elements or elements previously discussed are listed below along with best practices and lessons learned from other communities to create a downtown neighborhood which is full of life and activity all times of year and all times of day.



PROTECTION

Safe Pedestrian Spaces and Crossings

- Utilize tactile and visual changes in materials to delineate amenity zones and street crossings.
- Provide mid-block crossings and pedestrian refuge at the mid-point of street crossings when possible and where there is pedestrian activity and destinations on either side of the street.

- Ensure safety for patios/plazas from cars through vertical elements such as railing and planters.
- Ensure curb cuts are wide enough and gradually sloped enough for wheelchairs, strollers, and side-by-side passing of multiple people. These must be designed to meet ADA standards.



ENJOYMENT

Flexible Plazas and Patios

- Provide unprogrammed patio space in the public right-of-way for adjacent business use through a permit system. Have a contingency plan to program the space with other public uses if needed.
- Consider incorporation of plaza/patio space that is not assigned to a specific business or property.

- Utilize bulbouts and curb extensions to create opportunities for plazas and patios.
- Identify small spaces that feel protected and intimate in addition to larger, open spaces.
- Consider the optimal number of patios and bumpouts in order to provide reprieve for pedestrians, rather than fitting in as many patios as possible.

APPENDIX

Vibrant Programming

- Allow for creative and varying business use and design of patios and spaces in the right-of-way but provide a consistent design standard or edge/boundary element to contribute to a cohesive, high-quality streetscape character.
- Consider and leverage seasonality and variety throughout the year and for special occasions/holidays.
- Encourage art, color, texture, overhead lighting, and variety as much as appropriate.
- Provide different types of public spaces with varied elements such as public art, children's play areas, cultural/historic/interpretative signage, and unprogrammed public seating areas.



Unique Special Events

- Design priority blocks for optimal ease of event setup, vendor functions, and emergency access.
- Ensure blocks designed for temporary street closure are also safe and well-performing when open to cars.
- Use movable furniture and amenities as much as possible in blocks prioritized for hosting special events. Use furnishings which are heavy and durable enough to deter vandalism or theft but are still movable.



HEALTHY AND SUSTAINABLE

Beautiful Landscaping

- Use fixtures and street furniture of consistent materials and/or appearance that contribute to an overarching character or identity of the street.
- Use seat walls and raised planters to define space.
- Utilize bulbouts and extended sidewalk areas large tree grates or raised planters to sustain trees and provide shade.
- Movable planters allow for flexibility if the streetscape may change for events or seasons.
- Provide vertical elements for visual interest such as hanging flowerpots and trees.
- Consider snow storage and clearance within the streetscape and/or on cross streets.

COMFORTABLE

Distinctive Alleyways

- Design alleyways to accommodate various activities, such as walking, cycling, seating, and small-scale events.
- Maintain access for delivery and trash and recycling services within the alleyway.
- Prioritize safety with proper lighting, clear sightlines, and security measures to deter crime and vandalism.
- Incorporate public art, murals, or sculptures to add visual interest and create a sense of place. Use signage and wayfinding elements to help people navigate and understand the significance of the alley.
- Introduce plants, trees, and landscaping to improve air quality, provide shade, and create a more pleasant environment.
- Organize regular events, such as art markets, pop-up shops, or cultural performances, to draw people to the alley. Plan for easy access to utilities, such as electrical outlets, for pop-up events, vendors, or temporary installations.



Efficient Deliveries and Loading/Unloading

- Analyze potential strategies to better facilitate business deliveries from grade-separated alleys and from private parking or access areas between buildings. Consider opportunities for the BID and the City to support business owners in implementing private property improvements to facilitate off-street deliveries.
- Encourage off-hours deliveries and utilize no-public-parking times to allow for late night and early morning delivery parking in on-street parking spaces and to minimize overlap between public parking and deliveries.
- Encourage consolidated deliveries per recipient in downtown through coordinated delivery technology.
- Encourage use of smaller delivery vehicles downtown as possible, such as cargo vans and box trucks.
- Provide curb cuts and ramps wide enough to allow access for hand trucks and pallet jacks.
- Utilize off-alleys or side-street lockers for smaller deliveries when possible.

- Plow snow into dedicated zones such as bulbouts. Ideally push all snow to the side of the street receiving the most sun. Locate snow piles in locations that drain to infiltration basins or vegetated depressions. Utilize "No Parking After 2" Snowfall" signage to keep parking zones clear for snow storage along snow routes.
- If possible, plow or haul snow off primary corridors like Front Street and Main Street to remove the need for snow storage along the corridor. Plow or haul snow into on-street parking along cross streets, side streets, surface parking lots or vacant lots. Ensure ADA accessible parking spaces are kept clear. Do not store snow in public parks or near waterways due to contaminants picked up from the street.



PROFESSIONAL COURTESY



75A

Effective Snow Removal and Storage

- Develop a snow removal/storage plan specific to downtown that prioritizes primary streets and includes guidelines for sidewalks, bike facilities, transit stops, ADA parking, customizations per streetscape design, required labor, budget/cost of various approaches, and off-site storage opportunities.
- Require adjacent businesses, or preferably a contractor funded by the BID, to clear snow from the sidewalk clear zone. Snow from sidewalks should be stored in the bike zone or amenity zone and adjacent businesses should collect/stack bike zone furniture in a protected area prior to a forecasted snow event.
- Ensure snow is shoveled from transit stops, pedestrian routes to transit stops, and bike facilities by City staff or contractors. Ensure ADA accessible parking spaces are kept clear. Ensure snow piles do not block site triangles so that pedestrians and crossing zones are viable to oncoming traffic.
- Plow snow into dedicated zones such as a center lane or parking lane. If the latter, ideally push all snow to the side of

the street receiving the most sun. Locate snow piles in locations that drain to infiltration basins or vegetated depressions. Utilize "No Parking After 2" Snowfall" signage to keep parking zones clear for snow storage along snow routes.

- If possible, plow or haul snow off primary corridors to remove the need for snow storage along the corridor. Plow or haul snow into on-street parking along cross streets, side streets, surface parking lots or vacant lots. Ensure ADA accessible parking

spaces are kept clear. Do not store snow in public parks or near waterways due to contaminants picked up from the street.

- If possible, use high-quality, durable, federal-resistant permeable pavers in high priority designated snow storage zones to expedite snow melting. Where pavers are used, ensure proper snow removal protocol to ensure long-term integrity of the material and utilize a specific maintenance protocol to protect pavers from salt disintegration.



75B



200 DOWNTOWN BUSINESS PLAN

CREATING CONNECTED AND MULTI-MODAL PLACES

Based off best practices from downtown Louisville throughout the United States, Louisville should consider several takeaways in the formation of their downtown vision, summarized below:

Establish Buy-In from the Business Community: We studied several downtown development projects successful in part due to support for the updates from local business communities. Downtown business owners felt a sense of ownership over the project and understood the benefits of pedestrianizing parts of their downtown. Rather than inhibiting implementation, business owners were key advocates for pedestrian-friendly changes to their downtown areas.

- Offer a variety of pedestrian amenities. What makes these downtown areas appealing and accessible to people walking and biking is the availability of supportive pedestrian amenities. All-use studies include shade, seating, lighting, and trash receptacles. These amenities create welcoming and community-defining spaces that encourage citizens. Amenities like restrooms, water fountains, and benches also allow travelers to stay in these spaces for longer periods of time.
- Utilize Traffic Calming Infrastructure: Installing traffic calming infrastructure slows vehicle speeds and makes downtown areas safer.

and are more comfortable for people walking and biking. Features such as extensive curbs, and even angled parking are all strategies that can be deployed to narrow the road, reduce vehicle speeds, and leg and space for pedestrians.

- Separate Pedestrians from the Roadway: It is important to physically separate pedestrians from the roadway. Elements like trees, planters, bollards, and parking can be strategically placed to act as physical barriers and protect people walking and biking from roadway traffic.

- Create Event Time Zones: Locating transit-oriented zones and shops within downtown areas is essential for connectivity. Each downtown area study is differently suited by at least one event time zone to increase the proximity to transit and to encourage transit use. Before these zones are implemented.

CREATING LEGIBLE, USER-FRIENDLY PUBLIC SPACES

Signage is an important feature of any vibrant and active municipality. In fact, like downtown Louisville, it is critical in helping create a positive user experience, providing visitors with identification information, direction, and orientation.

Signage is the first of the first impressions a visitor has of a city. It is the first thing that greets them as they enter the municipality and downtown district. It communicates the character, impression, and functionality of the area.

A successful wayfinding program becomes a common thread helping unify varied spaces making it easier for users to navigate and find their way. It also creates a sense of place by identifying the downtown district.

Simplicity and clarity are key in a wayfinding system. Signs that are complicated and cluttered in this system. The number and order of the messages play an important role. When messages are well coordinated and displayed, each sign connects to the next in the series, much like breadcrumbs that lead the way for the visitor.

It is easy to assume that wayfinding is just a matter of labeling and frequent travel is not a problem. However, what needs to be considered is the user's understanding of where they are and what they need to do. It is easy to assume providing the user with more information than they need is better. Unfortunately, this usually results in providing them with an overload of information.

People are adept at scanning signs for information; they shed the information they don't need to find the

information that they are looking for. But when there is too much information, this scanning can lead to users missing what they are looking for even when it is right in front of them. Worse yet, they may disregard the sign entirely, thus putting the complete character and culture of the area at risk.

The user needs to be able to get the information requirements interpreted. To do this, a strategy should be developed for any wayfinding system, especially those with complex situations. It is best to use a consistent strategy. It provides a guide to developing clear and understandable messages and provides a visual structure to the program. Having visual cues with predictable and consistent locations for different information improves the user's comprehension and navigation of the space.

The program needs to be legible and flexible enough to accommodate a series of messages without looking like being confusing. Any departure, and design points, as well as the best path of travel, should be reviewed. The user's visual ability, the sign design itself, the size, color, font, the sign location, and the way content is displayed also need to be considered.



The following best practices should be employed for downtown Louisville's signage program:

- Provide an easy-to-understand visual hierarchy to the information being provided.
- Use a consistent color palette for the messaging strategy and order destinations from closest to furthest.
- Consider the number of messages per sign or sign panel. Ideally, a maximum of five per sign.
- Type size, line length, letter spacing (tracking), line spacing (leading), and relationship of type to type to arrive and symbols for legibility.
- Consider using symbols when possible. They are great for hand and multi-lingual.
- Be consistent with messages and the messaging of other existing signs in the area.
- Resist the urge to over-direct and message – simplicity is key.



The following goals and objectives are sought for downtown Louisville's Signage and Wayfinding program:

- Provide effective wayfinding messaging and direction, allowing users to confidently and easily navigate through and around downtown Louisville.
- Create an identifiable downtown "district" with the signage and wayfinding.
- Provide visual and messaging hierarchy, the signs making them easy to read, understand, and use. The signage needs to be clear and legible.
- Emphasize the relationship and connectivity of destinations within downtown Louisville, helping promote a strong sense of place.
- Use iconic or distinctive destinations in the wayfinding that become "anchors" within downtown Louisville (e.g., the Shelby Park Pavilion, City Hall, Memory Square Park, South Street Underpass).
- Provide a consistent theme for downtown Louisville in the sign messages and aesthetic character of the signage and wayfinding.
- The signage and wayfinding should be an integrated part of the new streetscape vision.



ACTIVATING GREAT PUBLIC PLACES AND STREETSCAPES

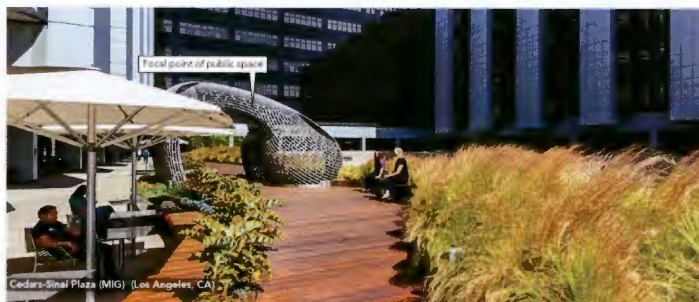
Desired activations and programming should also inform the design of the public realm. Design and activation work hand-in-hand to create great public places and streetscapes. Streetscape activation is the process of enhancing the built environment around streets and public spaces with art, street furniture, outdoor dining areas, and other activities and amenities to create more engaging and attractive areas for people to gather and interact.

Benefits of streetscape activation can include:

- Adds increased foot traffic, social interaction, and economic activity
- Contributes to sense of place and identity
- Encourages non-vehicular modes of travel
- Creates more opportunities for people to linger and engage with their surroundings
- Helps forge strong social ties between people and their downtown

Beautifully designed streetscapes can benefit local businesses and generate great revenue for downtown and the City. However, an expertly-crafted public space is not enough. All great public spaces also have activation and programming to continually refresh activities and experiences for residents and visitors.

Louisville is regionally-known for its Street Faire, Farmer's Market and annual holiday events including Winter Skate and the Holiday Parade.



Still, new ways of creating and activating space can make Louisville a year-round attraction to amplify these events and public spaces at all times, creating a 24/7 downtown experience.

Public Art Installations

Traditional Fixed Art Installations

- May be similar to existing public art throughout downtown
- Publicly funded or donated art pieces

Interactive Fixed Art Installations

- Tie into photo opportunities, play elements, interactive lighting

- Technology integration, interactivity with mobile devices

Seasonal Installations

- Rotating art creates variety throughout the year and unique experiences for visitors
- Local/Regional featured artists
- Art competition or call for entries around a specific theme
- Community art/sculpture Day
- Pop-up installations

Photo Opportunities

High-Visibility

- Tie into art installations
- Fixed or temporary installations that speak to the character and culture of Louisville and region
- Located in high-traffic areas
- Integrate lighting and durability for 24/7, year-round use

Off-the-beaten Path

- Hidden feel, have to seek it out (tucked along a side street or in an alley, side of a building, in a plaza or park space)
- Scene/view-focused. For example, a historic building or sign in the background, mountains in the distance, etc.



Creative Landscaping

Mini Botanical Gardens

- Regional/native plants with clear signage and tags
- Zonal plantings, for example riparian versus high alpine
- Educational/interpretive signage
- Can be woven in from one end of downtown to the other ("nature walk")

Rotating Plantings

- Movable planters for seasonal variation
- Incorporate flowers and seasonal colors/species
- Tie into botanical groups for an event or showing, for example bonsai, orchids, wildflowers, etc.

Utilize Tree Canopy

- Use for shade but also for hanging lights, and/or art
- Variety of tree species provides visual interest

Interactive / Themed Furnishings

Unique Fixed Furnishings

- Seating, bike parking, trash receptacles, etc.
- Custom/signature elements, local artists
- Themed around local culture and/or history
- Swing Seating
- Tie into streetscape furnishings palette
- Pops of color

- Standard products or custom fabrication
- Flexible Furnishings**
 - Easy ability to move/rearrange, store, secure, and replace
 - Playful elements
 - Pops of color
 - Musical installations
 - Interacts with people or the environment

Pop-Up Events

Recreation-focused

- Exercise classes
- Sports/games

Education-focused

- Summer classes
- Night-time events for example astronomy or wildlife viewing
- Community building/crafting

Community-focused

- night-time events: movies or performing arts
- Charity events/sales/fundraisers
- Concerts/live music or silent discos
- Seasonal/holiday-related

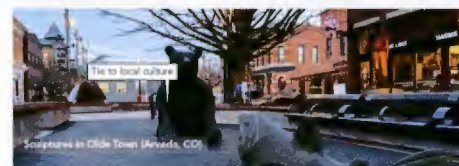
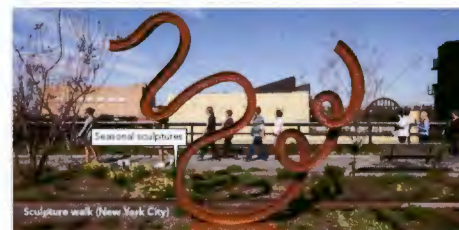


Themed Walks / Scavenger Hunts

Art/History Walk or Scavenger Hunt

- Can be fixed or seasonal
- Experienced through signage, ground plan integrations, art pieces, mobile app, and QR codes
- Collaboration with local organizations to create and maintain

- Recount regional/local history through specific elements: architecture, train corridor, sidewalk markers, mining history
- Gamification - scavenger hunt, competition, score points by finding specific elements



Nighttime Lighting

Fixed (poles, bollards, etc.)

- Including both vehicular and/or pedestrian-scale lighting
- Can be unique to seasons
- Can have unique look and feel to them

Integrated

- Integrated into the groundplane, buildings and/or landscaping

Interactive

- Integrated with art, photo opportunities, furnishings, play elements
- Pop-up/temporary or permanent installations
- Sensory - responds to sound, movement, touch, etc.



Engaging Outdoor Retailer Displays

- Bistro zones provide designated space for shops to extend out into the public ROW
- Can occur anytime but also during designated times or events (i.e., sidewalk sale). Enforcement of sidewalk clutter to ensure accessibility and passage year-round.
- Building facade renovations that open the building itself up to the street – garage, roll-up doors
- Display both tangible merchandise as well as creative elements related to store's brand/products
- Live displays such as maker spaces or classes, fitness, etc.



Mini Play Spaces

Children's Play Areas

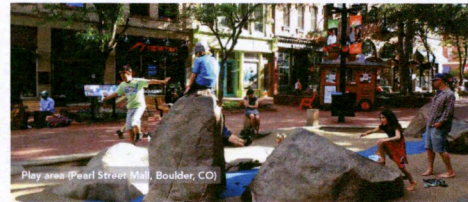
- Tie into local themes – trains, mining history
- Concentrated in one area or woven through site to create a series of play spaces

Activities/Games

- Fixed or movable
- Offer range of activities that are accessible and usable for all
- Yard games, tabletop games, etc.
- Geared towards all ages

Small, interactive water elements

- Cultural/regional theming - mining, railroad
- Easily adaptable during freeze periods - fixed feature that is visually pleasing water or not water



Introduction

By learning from and building upon the successes of other communities around the country, the City of Louisville can create a vibrant, connected, and pedestrian and bicycle friendly downtown. Downtown areas are increasingly being identified and realized as optimal locations for expanded pedestrian and bicycle infrastructure and key transit connections. This is an important building block for practices in downtown development from the following best practices:

- Olde Town, Arvada, Colorado
- Main Street, Grand Rapids, Michigan
- Festival Street, Herndon, Virginia

The project team selected these locations due to their similarities to Louisville as well as the model strategies they provide for downtown mobility and connectivity.

Key Takeaways

Based off best practices from downtowns throughout the United States, Louisville should consider several takeaways in the formation of their downtown vision and strategic plan:

- Establish a Business Improvement District (BID). These can be successful in part due to support from updates from local business associations. Downtown business associations have a vested ownership over their district and understand the benefits of pedestrianizing parts of their downtown. Rather than inhibiting development, business owners can be key advocates for pedestrian friendly changes to their downtown areas.

- Offer a Variety of Pedestrian Amenities. What makes these downtown areas appealing and accessible to people walking and rolling is the availability of supportive pedestrian amenities. All case studies included shade seating, lighting, and trash receptacles. These amenities create rest spots and community gathering spaces that foster social connections. Amenities like restrooms, water fountains, and benches also allow for a more comfortable experience in these spaces for longer periods of time.

- Utilize Traffic Calming to Slow Down Fast Moving Traffic. Traffic calming infrastructure like speed bumps and makes downtown areas safer and more comfortable for people walking and rolling. Chicanes, curb extensions, crosswalks, and even angled parking are all strategies that can be deployed to narrow the road, reduce vehicle speeds, and expand space for pedestrians.

- Separate Pedestrians from the Roadway. In each case study, city staff used infrastructure and design elements to physically separate pedestrians from their roadway. Elements like trees, planters, bollards, and parking can be strategically placed with a traffic sign, a barrier, or a painted curb to separate walking and rolling from vehicle traffic.

- Create Direct Transit Access. Making transit connections and stops with downtown areas is essential for downtown vitality. Each downtown case study, directly, served by at least one fixed transit route. To encourage transit use, offer fare-free or discounted options.

Case Studies

Olde Town Arvada (Arvada, CO)

Together with the Olde Town Business Improvement District (BID), the City of Arvada temporarily closed three city-blocks of streets in Olde Town to expand outdoor space available to the community and support local business operations during the COVID-19 pandemic. The city transformed these streets into pedestrian malls and other pedestrian spaces. This temporary measure was well received by the community with over 80% of community survey respondents indicating their support for extending Olde Town street closures for the foreseeable future. As a result, Arvada City Council approved a five-year plan to shift the street closures from temporary to semi-permanent. Olde Town employs several infrastructure and design elements to enhance their downtown mobility.

Pedestrian and Bicycle Facilities

The pedestrianized streets include several different elements and facilities to differentiate them from other roads. Not permanent and semi-permanent road closures, signage, bollards, flex posts, and concrete barriers delineate the boundaries of these pedestrian-only areas. These delineated pedestrian-only streets show signage as pedestrian malls and lined with bollards and signage for community gathering. A partnership with the City of Arvada Arts and Culture Commission resulted in a series of murals to be painted on the sides of the pedestrian-only Olde Town streets. The city of Arvada's seven ADA-compliant bicycle repair stations, where cyclists can make minor adjustments and repairs to their bikes.

On the streets of Olde Town that are not pedestrian-exclusive, planters act as barriers between outdoor dining spaces and sidewalks. Additionally, curbside parklets have been installed along several of the streets. The narrow streets improve comfortability and safety for people walking and rolling. Arvada built several large medians in the Olde Town area. These large medians are either paved or are bordered by a raised curb, some of which have bollards to signify the pedestrian-only area and deter drivers from accidentally turning into the space. The medians are also designed to allow for emergency access with a mountable curb for emergency vehicles.

To measure the performance of these changes in Olde Town, the city has conducted quarterly parking utilization analyses of both on-street and Olde Town Transit Hub parking facilities. Parking utilization has continued to decrease over time. As an additional measurement, both Olde Town visitors and sales are tracked with sales increasing over time.

Parking

Arvada uses several strategies to manage parking in the Olde Town area. Arvada encourages parking turnover to increase the number of patrons who can access Olde Town businesses primarily through time-limited parking. There is both on-street and Transit Hub parking available for visitors, residents, and employees. Both parking options are free. However, to discourage long-term on-street parking, there are 2 and 4-hour parking zones in effect from 8:00am to 7:00pm. At the Olde Town Transit Hub

or there are a total of 400 spaces available and three different types of parking zones. One zone is dedicated to users of the Olde Town and has a time limit of 4 hours. The second zone is for travelers who are parking at the Hub to ride the bus or train, and has a time limit of 12 hours, with an option to add time as needed. The third zone serves travelers that are parking at the Hub to take the train to Denver International Airport and has a time limit of up to 30 days.

The city also offers two types of free parking permits: City and employee parking permits and residential parking permits. A total of 340 parking permits are available and are distributed on a first come, first serve basis. Users must renew these parking permits every three months and they are only valid for the Olde Town Transit Hub parking lot. The residential parking permits are available for people who live on certain streets within or surrounding the Olde Town area.

Aracada provides information about its parking policies and options through the Olde Town Parking website, which includes a map of parking locations and a Parking Finder page. The Parking Finder website displays an interactive map that shows the types of parking spots available in Olde Town (ADA, free parking, paid parking, loading zones, motorcycle only, and private lots) as well as real-time parking availability in the Transit Hub. Figure 1 and Figure 2 show the parking information available on the Aracada website.

Transit

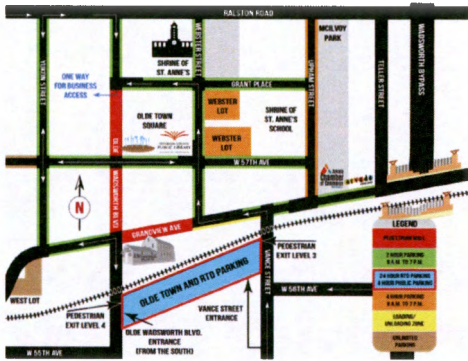
RTD's G-Line commuter rail serves Olde Town Aracada directly, with a station directly adjacent to Grandview Avenue, one of the pedestrianized streets. The G-Line connects travelers to Denver

Aracada and Wheat Ridge and includes a stop at 58th Ave and W Winkworth Boulevard in Olde Town. Service runs at 15-30 minute frequencies and costs \$3.99 with the 1- or 3-Hour Pass.

Connectivity

The Olde Town Hub Aracada's most popular G-Line station connects Olde Town to the surrounding communities. The station hosts public art, retail, and other mixed uses to attract visitors and is approximately 17 minutes away from Denver Union Station.

Similar to Olde Town's downtown, Olde Town Aracada has a more traditional gridded street pattern with fewer main thoroughfares and fewer destinations. Connections are made further from the central business district. It also is bounded by pedestrian barriers like rail lines and wide arterial streets with relatively infrequent crossings. The city has begun to address these connectivity challenges by improving the east-west trail network along Rakton Creek north of downtown and expanding their bike network and widening sidewalks near the downtown area.



Main Street Grand Junction (Grand Junction, CO)

In the 1970s, Grand Junction constructed Main Street mandating design and lined the street with trees, creating a lively and pedestrian-friendly environment and shopping district. The pedestrian-centric nature of Main Street reflects the goals of Grand Junction's Downtown Initiative that prioritizes community placemaking and infill development.

Pedestrian and Bicycle Infrastructure

Grand Junction uses a combination of art, design, and pedestrian infrastructure elements to create a pedestrian-friendly environment on Main Street. Along Main Street are wide sidewalks that have perfect amenities like shade trees, bike racks, benches, trash cans, pedestrian lighting, and hand receptacles. These amenities in turn create private gathering spaces for community members to stop and connect with each other.

Frequent clearly marked pedestrian crossings feature curb ramps and pedestrian crossing signage. All curb ramps have tactile elements to indicate the transition from the sidewalk to the street. Trees and planters on the outer edges of the sidewalks also buffer people walking and rolling from the roadway. While there are no dedicated bike facilities along Main Street, there are several bike racks. In addition, numerous art installations and sculptures along the street create visual interest for people walking and rolling down Main Street. Grand Junction has an exhibit called Art in the Corner, where an annually rotating exhibit of sculptures is displayed along Main Street.

In the middle of each block, a combination of angled parking, choke points, and narrow lanes, the road calms traffic and creates

more comfortable pedestrian environments. At intersections, curb extensions reduce crossing distance and improve visibility of people walking and rolling. There is one central roundabout with a slightly raised planter median with horizontal deflection, and a clearly marked pedestrian crossing at each leg of the roundabout. In combination, all of these roadway design elements create a space that is both desirable to and comfortable for pedestrians.

Parking

The city manages Main Street parking with time-limited paid parking. On Main Street, there are 100 metered parking spots at \$0.75 per hour. 4-hour metered parking. All public parking is free after 4:00pm and on weekends and holidays. Accessible parking is free in all public lots, and 15-minute loading zones are available in every block of Main Street. Along Main Street, street angle parking is placed in street angle parking spaces, which encourages drivers to slow and creates a more pedestrian-friendly environment.

Transit

Transit service along Main Street has improved downtown mobility and connectivity in Grand Junction. Main Street is served by Grand Valley Transit (GVT) Route 1, which connects the Downtown Transfer Facility to the Grand Junction Regional Airport, with several intermediate stops along Main Street. Travelers can transfer to six other GVT routes at the Downtown Transfer Facility. Route 1 runs from 5:15am to 8:05pm on weekdays and from 8:15am to 6:25pm on Saturdays with 15-minute frequency. Each of the bus stops on Main

Street are immediately adjacent to a marked pedestrian crossing with a curb ramp.

Connectivity

Main Street serves as a support for success in Grand Junction's downtown plan, a larger initiative to improve connectivity to key downtown destinations. Downtown connectivity efforts include converting selected one-way streets into two-way streets, prioritizing pedestrian and bike improvements, connecting the transit hub to other locations downtown, and improving bicycling and pedestrian travel in the downtown area. Grand Junction is also exploring pedestrian bridges for areas separated by railroad tracks. Lastly, the city has identified key corridors for infill development to improve business diversity and attract residents.

Festival Street (Hermiston, OR)

Festival Street in Hermiston, Oregon, is a dual purpose, part-time pedestrian mall and part-time functional street. The city chose Festival Street as a location to create a pedestrianized space for a variety of reasons. Festival Street is near the main street as well as existing municipal facilities, making it a prime location and opportunity for increasing downtown activity. Additionally, because of its location, Festival Street can be closed for either construction or events without significantly impacting the streets and traffic surrounding the site. According to Hermiston City Planner Clinton Spencer, Festival Street is open to cars for about 90% of the year and during the remaining 10%, it is event space exclusively for pedestrians, including a wide range of events and gathering space.

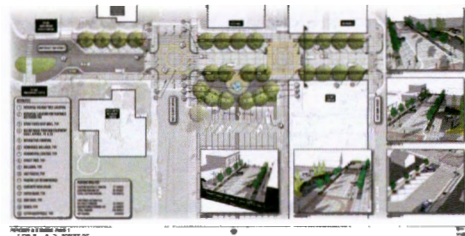
Pedestrian and Bicycle Facilities

Festival Street has a wide variety of pedestrian facilities and amenities, some of which are removable when it functions as a regular street. The city raised the original street by six inches to eliminate the curb and to be level with the existing sidewalk. This curbless street section is a smooth surface for people walking and using mobility aids to more easily navigate the space. Along with colored concrete tiles, it also signals to drivers that it is a shared space where pedestrians may be present. Street trees and ornamental lighting line Festival Street, which also includes amenities like benches, shade, trash receptacles, an interactive fountain, bike racks, and a portable restroom.

When Festival Street functions as street for vehicle traffic, it maintains a sidewalk area and parking. Bollards at the ends of the street are lowered or removed to indicate that it is open to vehicles. The existing permanent bollards angled parking, and street trees serve as buffers between pedestrians and the roadway. The intersection at the ends of Festival Street are stop-controlled and curb extensions maximize pedestrian space and minimize crossing distance. There are also tactile curb ramps where the road transitions from Festival Street to the surrounding streets.

Festival Street hosts a variety of events throughout the year, including seasonally-themed festivals that occur approximately once a month throughout the year. To accommodate these events, water connections and 220v power

connections were installed to vendors, PA systems, and large light displays. The planning and design team for Festival Street took into consideration Hermiston's location, climate, incorporating several shade elements and taking advantage of the potential value of an outdoor gathering space. Figure 3 shows the Phase 3 concept design for Festival Street.



Parking

When Festival Street is open exclusively to people walking, rolling, and biking, there is no onsite parking. However, when it is open to vehicles, there are a little over 200 on-street parking spaces available. There is also an existing parking lot adjacent to the space. Surrounding Festival Street, there are additional off-street parking facilities available, five for 2 hours

Transit

Transit options serving Festival Street are fairly limited. It is currently served by the Hermiston Heritage Line that stops at City Hall adjacent to Festival Street. Knap Park Transit operates the five-hour end zone Monday, the last Friday from 7:00am to 7:00pm with approximately 2-3-hour frequencies. However, the city also offers a taxi

to and from work. Employees can purchase 10 ticket punch cards ranging from \$25-\$40 depending on their origin, destination, and location.

Connectivity

While connectivity is not an explicit goal of the Hermiston Festival Street as part of the Urban Renewal District, projects in the Urban Renewal District include parking improvements, decorative wayfinding signage, street lighting, and pathways. All improvements are designed to stimulate growth in underdeveloped areas and are located in close proximity along their main street.

Hermiston, Hermiston has a rich tradition for a quiet pattern and like Lewis, is bordered by a mix of historic and modern architecture that is known for people walking and biking. Block sizes are large and there are fewer direct north-south, east-west connections further away from downtown, which may discourage walkability. The city has long an to address these connectivity challenges by filling a missing sidewalk, improving pedestrian infrastructure at intersections and updating existing plans to meet ADA standards.

Conclusion

As mobility and connectivity become increasingly important for downtowns, cities like Lewisville can look to peer communities for inspiration and guidance. This memorandum provides important examples of pedestrian-friendly and multi-modal transportation strategies that can be used to inform the Lewisville Downtown Vision Plan Key

takeaways from this review of best practices in pedestrian spaces include the following:

- Integrate a mix of transportation modes, including public transit, to encourage downtown activity.
- Use physical and spatial elements to separate and differentiate pedestrian areas from roadways.
- Narrow roads and sidewalks to create a safer and more comfortable pedestrian experience.
- Keep all mobility modes and the variety of pedestrian amenities such as benches, shade, water fountains, and restrooms.

APPENDIX C: CASE STUDIES

Olde Town, Arvada, CO

Metrics

Population 123,436

Typical Block Length 350'

ROW Allocation 75' total

26'-40' curb to curb

12'-20' pedestrian realm (bulbouts)

Vehicle Lanes Two lanes, two-way

On-Street Parking Parallel

Streetscape Elements Bulbouts, transit stops, varied paving materials/colors, historic architecture, artist integration, raised planters, movable planters, large street trees, frequent plazas and patios

Arvada's Old Town is a historic downtown nestled just east of the Front Range featuring many historically-significant buildings, a one-block pedestrian mall, and mixture of public amenities and traffic calming measures to create a pedestrian-oriented district with many sights and amenity opportunities.

Plazas and Patios Olde Town Square is the primary public space in the district. It includes a splash pad, seat walls, cafe tables and chairs, and mature trees. Many other blocks in the area have seating areas at bulbouts and patios for restaurants and shops. McIlvoy Park is on the eastern edge and offers a block-long open space for events and casual relaxation. In recent years, Arvada has introduced a stzh program to extend restaurant seating capacity.

Pedestrian Spaces and Crossings The downtown area is pedestrian-friendly with wide

sidewalks, crosswalks, bulbouts, and pedestrian plazas frequently at corners, making it easy to explore Olde Town on foot. Walkways are typically between 12'-15' wide but vary. In addition to crossings at each intersection, each block has a mid-block crossing. Most intersections have bulbouts with at-grade or raised planters, colored paving, and striping.

Landscape Elements The pedestrian realm including planters, frequent bike parking, and a variety of types of seating including benches and seat walls. Many restaurants and cafes offer outdoor seating options, allowing patrons to enjoy their meals or drinks while soaking in the atmosphere and views of the historic surroundings.

Public Art The district often features public art installations and sculptures or murals in the roadways that add to the cultural and artistic ambience of the area.

Special Events Olde Town Arvada hosts a range of community events throughout the year, including farmers' markets, art festivals, live music performances, and holiday celebrations, creating a sense of community and vibrancy.

Bike Facilities Dedicated bike lanes run along Main Street outside of the downtown core, but as the road narrows to two vehicle travel lanes, the bike facility becomes a shared lane.

Railroad Proximity Arvada's Olde Town district is bordered to the south by a rail line, offering transit access including bus and rail, as well as historic cultural ties for the district, helping to brand and tie culturally to the area's history.

Olde Town Arvada is the heart and soul of Arvada. The downtown is where historic architecture intermingle with new shops, restaurants, and businesses. It features a diverse array of shops, boutiques, galleries, events, restaurants, breweries and a winery. Olde Town has all of the amenities of a thriving urban hub set within a turn-of-the-century Main Street Americana ambience.



PEDESTRIAN MALL



HALLOWEEN FESTIVAL IN THE SQUARE



YOGA IN THE PARK



PEDESTRIAN MALL
OPEN SPACE
RAILROAD TRACKS
LOUISVILLE DOWNTOWN STUDY AREA 1

OLDE TOWN STATION PLAZA



Grand Junction, CO

Metrics

Population 66,964
Typical Block Length 450'
ROW Allocation 90'-100' total
20'-60' curb to curb
32' parking (10'-22' either side)
38'-80' pedestrian realm (8'-55' either side)

Vehicle Lanes Two lanes, two-way
On-Street Parking Angled and parallel
Streetscape Elements Bulbouts, mid-block crossings, transit stops, varied paving materials/colors, raised planters, large street trees, frequent plazas and patios

Grand Junction's Main Street is an example of a chicane, or an asymmetrical streetscape design where the vehicle travel lanes shift mid-block from one side of the street to the other, as opposed to running straight down the middle. This configuration results in a dynamic streetscape block to block that prioritizes larger pedestrian spaces, slow traffic speeds, and increased walkability.

Plazas and Patios The shifting roadway creates larger pedestrian amenity areas on alternating sides of the street, up to around 50' deep. These large amenity zones are designed as small plazas and parklets that feature flexible seating, public art or historic monuments, event space, small play areas for children, and more.

Pedestrian Spaces and Crossings The ROW configuration allows for more dedicated patio space while maintaining ample clear space on the sidewalk for people walking. Sidewalks range in size but are typically about 12' wide.

In addition to crossings at each intersection, each block has a mid-block crossing. All intersections have bulbouts with at-grade or raised planters, colored paving, and striping.

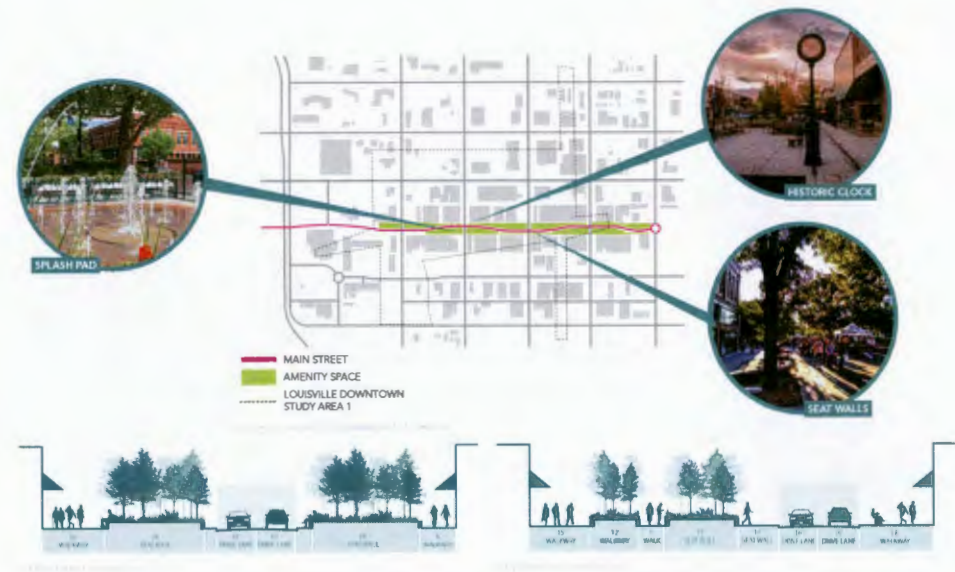
Landscape Elements The deep amenity zones allow for larger than typical planters that support tall, wide street trees. Small to medium trees are also regularly spaced along the roadway creating good shade coverage along the corridor. A winding brick seal wall curves through the trees creating fixed seating opportunities. Most planting and landscape amenities are located along the bulbout amenity zones. The use of brick and consistent style landscape furnishings contribute to a cohesive character along the corridor.

Programming The amenity zones along the corridor have a range of both fixed and flexible programming. Most fixed areas are for uses such as seating, public art, signage, and children's play areas. Flexible areas are left open and are primarily used for outdoor dining.

Special Events Aside from the day-to-day programming of spaces along the corridor, Grand Junction's Main Street frequently closes to cars for events. Most notable is the weekly Farmers' Market. Tents and vendors fill in the parking and amenity zones, giving pedestrians most of the roadway and sidewalk to walk through.

Bike Facilities Dedicated bike lanes run along Main Street outside of the downtown core, but as the road narrows to two vehicle travel lanes, the bike facility becomes a shared lane.

Grand Junction's downtown Main Street presents a unique and high-quality streetscape. Its asymmetrical configuration results in reduced vehicular focus and slower vehicle speeds and instead places a clear emphasis on walkability, public space, safety, aesthetics, character and memorable identity. Lastly, it allows for flexibility when transforming into a semi-closed or fully-closed street temporarily for special events.



Hermiston, OR

Metrics

Population 19,455
Typical Block Length 450'
RCW Allocation 70' total
 45' curb to curb
 9' parallel parking (both sides)
 13' pedestrian realm
Vehicle Lanes Two lanes, two-way
On-Street Parking Parallel
Streetscape Elements Bulbouts, mid-block crossings, transit stops, varied paving materials/colors, raised planters, large street trees, frequent plazas and patios

Like Louisville, Hermiston, Oregon is a small community with immediate access to a rail line west of its downtown. In 2016, Hermiston began the public design process for a Festival Street conversion on one of its downtown streetscapes. Construction started in 2017 and was completed in 2019. Since its completion it has garnered national recognition and awards for its innovative design and planning including recently being awarded by the Oregon Economic Development Association its Urban Renewal Project of the year.

The festival street functions as a city park and is reservable like any of our other outdoor event spaces. Downtown merchants have reserved it several times and used the space for outdoor concerts, wine tasting, and other events.

"These projects have changed the face of downtown Hermiston for the better," the East Oregonian quoted Hermiston Mayor

Dave Drotzmann saying, "combining public planning and private investment to create a more attractive and cohesive core."

To stimulate economic activity downtown and enhance the public spaces in the Hermiston Urban Renewal District, the City of Hermiston identified development of a downtown festival street as a crucial factor in encouraging a more vibrant downtown. The festival street, planned for the existing right-of-way along NE 2nd Street will allow flexibility for programmed events throughout the year and will open to traffic when not in use. Additionally, the need to create a gateway into the downtown has also been identified as an opportunity to create a safer intersection. These improvements will serve economic development goals and provide a sense of arrival and place in downtown Hermiston.

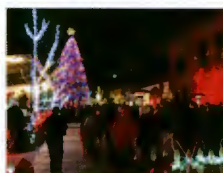
Street Trees Shade is essential for a successful outdoor space. The design team wanted to use street trees that would mature quickly and provide that shade as soon as the street began to hit its stride in programming.

No Curbs Since the street is intended to be designed from a user perspective as a cohesive space, the design team created a street with no curbs or tripping hazards. This allows vendor tents to be setup and not need to worry about people falling when leaving the traditional pedestrian space and entering the main part of the street. The end result is that what used to be the street was raised about six inches in elevation to match the previous sidewalk elevation.

Infrastructure Improvements The space handles a variety of events. Electrical outlets are spaced along the entire length of the street so vendors can get power without running generators or running long extension cords. There are also 220v power connections at multiple locations to handle PA systems and large light displays. New water connections were created for food vendors and other times when water is needed.

Special Events The City programs events during the spring, summer, and fall. The City's goal is to have at least one event per month for the seven months the weather is most cooperative. Hermiston hosts a watermelon festival, an art festival, a harvest festival, and others. They also have a Festival of Lights that runs from Thanksgiving through New Year's. One of the elements in the street is a tree well used to house the city's Christmas tree each year.

Hermiston Oregon's festival street is an excellent example of a small community reaping the benefits of an innovative planning and design technique. Business response has been extremely positive with local businesses wanting to be located on the street. The design is not overly complex: simple changes to remove the curb and create a human-scaled street has led to new programming and event opportunities for the community.



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2023 HERMISTON OREGON

APPENDIX D: PARKING, TRAFFIC, AND MOBILITY REPORT

Introduction

This report summarizes the existing infrastructure and programs for people walking, biking, driving, and taking transit in downtown Louisville. It maps the existing active transportation network, transit options, and parking available downtown.

The goal of the City of Louisville's overall transportation strategy is to provide and maintain sustainable and safe transportation choices for all Louisville residents to enhance community connectivity while reducing environmental impact. This goal emerged from the City's Sustainability Action Plan.

Connectivity

The downtown area is situated in the northeast quadrant of the City of Louisville and directly abuts the BNSF railway. The north-south railroad tracks and just east, Courtyard Road (SH 42), serve as key transportation corridors for freight and vehicle movement through the City, but pose physical barriers for people walking, rolling, and biking east-west. Options for people to traverse these barriers are relatively limited: a railway underpass at South Street (Figure 1), an at-grade crossing at Pine Street, and an at-grade crossing at Griffith Street. The City of Louisville is currently in the design stage of a project to improve bicycle and pedestrian connectivity along and across SH 42.

The Louisville downtown as well as older neighborhoods to the north and west of the central business district have a gridded street pattern, which enhances direct connectivity for people traveling via all modes. Further outside of these immediate neighborhoods, the street pattern becomes more curvilinear,



Figure 1: Louisville Courtyard Road Station Area

which may initiate more out-of-direction travel for residents wishing to walk, roll, or bike downtown.

For those traveling from South Boulder Road, a major east-west arterial north of downtown, there are also fewer direct connections due to the curvilinear street network and larger blocks. Streets that directly connect from South Boulder Road to downtown are Garfield Avenue, Jefferson Avenue, Main Street, and Courtyard Road. Jefferson Avenue does not offer a signalized pedestrian crossing for those walking from the north side of South Boulder Road. These three crossing options are relatively far apart for someone on foot or bike traveling from the north side of South Boulder Road to downtown.

Walking and Biking

This section explores infrastructure and programs for people walking, rolling, and biking in the City of Louisville. Programs encouraging active transportation include:

- The City promotes workshops hosted by Bicycle Colorado and the local transportation management association, Commuting Solutions, on bike mechanics and maintenance, e-bikes, bike commuting, bicycle-friendly driving, as well as annual Walk and Bike to Work Days.
- The Boulder Valley School District (BVSD) Safe Routes to School program has a plenitude of information on options to get to school by walking, biking, carpooling, and bus, including

programs like Walk and Roll to School Day, BVSD Bike Week, courses to learn how to safely ride a bike, bike rodeos, and amenities for school staff.

- The City also shares information on bicycle safety, bicycling laws, and the DRCOG Vision Zero Pledge.

Sidewalks & Trails

Louisville has a mostly complete sidewalk network in key areas of downtown, as seen in Figure 2 and Figure 3. However, sidewalk width and quality remains variable, with some areas of Main Street featuring wide, level, sidewalks and much narrower 4 foot sidewalks in some sections further north approaching South Boulder Road.

While Louisville has approximately 32 miles of trails citywide, there are few paths and trails in the immediate downtown area, as shown in Figure 2 and Figure 3. However, the wider trail network improves connectivity and access for people walking, rolling, and biking from surrounding neighborhoods, especially from the north and west sides of the city.

Bikeways & Bike Parking

Louisville does not currently have any striped on-street bike lanes in the downtown area. However, as shown in Figure 3, Front Street, Pine Street, South Boulder Road, and Courtyard Road are existing bike routes signed for cyclists, with further expansions proposed for Front Street and Spruce Street in the 2019 Transportation Master Plan. Recent roadway improvements to Pine Street in 2020 included the addition of



Source: City of Louisville, 2019 Transportation Master Plan



Source: City of Louisville, 2019 Transportation Master Plan

APPENDIX

which enhances downtown connectivity for people biking from west Louisville.

As shown in Figure 5, which was created during the closure of Main Street during the Covid-19 pandemic, Louisville's downtown offers some bike parking on each block of Main Street. Louisville has had a successful Downtown Peds Program since 2008 and closed Main Street to vehicular traffic from April to October of 2021.

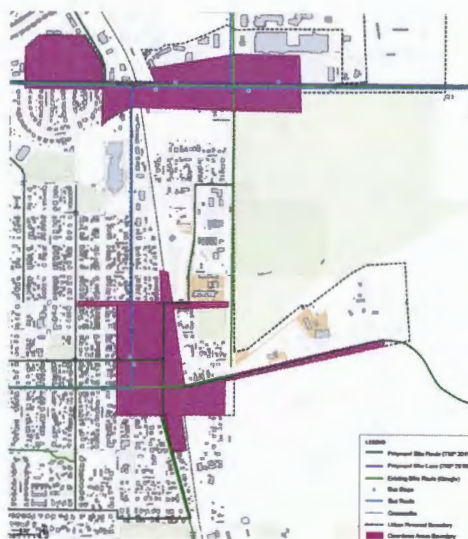
This bike parking consists of several simple, open-air, inverted U-racks on each block downtown (example shown in Figure 5). While inverted U-racks are APBP-compliant, the downtown area does not have bike corrals or more secure parking options such as bike lockers or sheltered enclosures.

Traffic Calming, Crossings, and ADA Accessibility

In the past few years, the City of Louisville has invested in traffic safety improvements and traffic calming infrastructure to reduce excess driving speeds while creating more comfortable spaces to walk, roll, and bike. These treatments include new and improved directional curb ramps at pedestrian crossings with tactile strips and audible push buttons, curb extensions, rapid rectangular flashing beacons (RRFBs), HAWK signals, pedestrian refuge islands, diverters, and more.

Curb extensions and diverters (or pinch points), shown in Figure 7 and Figure 8, respectively, each narrow intersections or roadway segments to shorten the crossing distance for pedestrians, improve visibility of people walking, rolling, and biking to drivers, and slow turning and driving speeds by reducing the turning radii and/or width of the roadway.

All intersections in the primary downtown focus area have marked crosswalks and curb ramps, with most also including curb extensions and tactile warning strips for people with visual impairments.



These features highlight the presence of people walking and rolling downtown and encourage drivers to slow their speed. There are few marked crosswalks on both Main Street and South Boulder Road in the secondary downtown focus area.

Parking

This section inventories on-street parking supply and summarizes on-street parking demand to inform the project team's understanding of existing traffic and mobility challenges within the study area. In the core downtown area, there are approximately 675 on-street and surface lot parking spaces. Surface parking lots represent about 20% of the total land area of the primary downtown focus area, highlighted in orange in Figure 9.

In the secondary downtown focus area highlighted in orange in Figure 10, there are approximately



1,200 on-street and surface lot parking spaces. Surface parking lots represent about 40% of the total land area of the area. While not all public parking, the significant area devoted to parking in downtown Louisville encourages easy access by people driving, while creating lifeless areas that are less welcoming and attractive for people walking and biking to the historic downtown.

The City of Louisville does not currently charge for parking, with all on- and off-street parking free to residents and visitors, as shown in Figure 11. On-street parking in the core downtown area is primarily 2-hour time-restricted parking, which encourages parking turnover and increases the number of patrons who can access downtown businesses. There are select blocks downtown with free, unrestricted parking.

Additionally, there are several free, unrestricted parking lots in the downtown area, including the DELO Lot, City Hall Lot, Pine Street Lot, and Front

Street Lot. The Steinbaugh Lot, Library Lot and Underground Garage, and Main Street Lot are 2-hour time restricted. There are fewer charging and parking options for people driving electric vehicles, with electric vehicle charging and parking available via:

- The ChargePoint Charging Station in the Library Garage off of Front Street between Walnut Street and Spruce Street
- The ChargePoint Charging Station at Louisville Middle School near Main Street and Griffith Street

The City collected downtown parking counts pre-covid in June and October 2018 to better understand parking demand and occupancy. Figure 12 and Figure 13 show the peak daily parking occupancy on Thursday, June 14 and on Thursday, October 18, respectively. During peak midday demand during both months, during which almost half of the blocks and lots in the downtown area were



80%-100% occupied, there was still adequate parking available on Short Street, Lefarge Street, and Jefferson Street as well as significant parking in the Library Garage and DELO Lot. While certain areas have greater occupancy, there is available parking within one or two blocks. Better signage and wayfinding can help address parking concerns by directing users to available parking.

Throughout the rest of the day, on-street parking on Main Street and Front Street ranged from 1% to 85% occupied. The typical industry standard for desired parking occupancy is 60-85%, or at least one space available per block to reduce circling for parking. The analysis of parking utilization indicates that overall, Louisville's downtown likely has ample parking to meet the needs of local businesses and residents but that certain locations have higher utilization and may need increased management, especially to avoid parking spillover into adjacent residential neighborhoods. Collecting updated parking counts could confirm this assessment or may initiate further study of applicable parking management strategies.

Transit

For someone wishing to access downtown Louisville via transit, route and stop options are relatively limited. As shown in Figure 10 and Figure 11, Downtown Louisville is currently served by two RTD transit routes: Route 228 and the DASH. Route 228 operates along South Boulder Road at 60-minute frequencies. The DASH serves South Boulder Road and Main Street at 30-minute frequencies. Route 228 and the JUMP serve the wider City of Louisville, operating along Arapahoe Road and Baseline Road respectively, at 15-minute frequencies during peak service hours.

The DASH stop at Main Street and Spruce Street offers the most direct access to downtown. The most direct stop access to downtown for a rider of Route 228 is at South Boulder Road and Main Street. RTD FlexRide service, which delivers on-demand rides for first-and-last-mile connections to RTD stations, serves



the entire City of Louisville. People who cannot use fixed-route bus service due to a disability also have the option to hail rides via Access-a-Ride, RTD's complementary door-to-door paratransit service.

The Flatiron Flyer offers 15-minute peak and 30-minute off-peak service to Boulder and Denver from Louisville at US 36/McCaslin Station, which is accessible via Route 228. US 36/McCaslin Station is also served by Route A81, which offers hourly service to Denver International Airport.

Conclusion

This initial evaluation of existing programs and infrastructure for people walking, rolling, biking, taking transit, and driving to and around downtown Louisville finds that while downtown is generally welcoming and accessible to vehicular traffic, there are opportunities to improve connectivity and access for users of alternate modes.

North-south crossings of South Boulder Road and east-west crossings of the railroad tracks remain challenging for those outside of a vehicle, who must travel long distances to access a direct path to downtown. The sidewalk network is mostly complete, but expanding the width of sidewalks on key downtown access streets could enhance pedestrian comfort, encourage walkability around the downtown area, and improve first-and-last-mile connections to bus stops.

Connecting the wider trail and bikeway network to downtown via more comfortable facilities would also encourage access for people walking, rolling, and biking. Continuing to install secure bike parking, traffic calming features, and accessible crossings would further enhance safe multimodal access to the downtown area. While vehicle parking downtown currently is adequate, parking management strategies and encouragement of alternate modes can ensure it remains so.

The project team will use this analysis and input of the community to develop specific recommendations to improve transportation and access downtown.



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APPENDIX E: OPEN HOUSE FEEDBACK SUMMARIES

Board Summaries - Open House #1

Emerging Vision Concepts Both Concepts: Key Themes

- Support addition of transit in downtown
- Like the addition of greenery and buffers to outdoor dining – reduce noise
- Keep Main Street open to traffic
- Some like shared street concept, mostly having a place for cyclists and multi-modal transit
- Concern with parking and not having enough to serve businesses
- Even desire for both concepts
- Generally, want more room for pedestrians to use the Downtown space but don't want to completely close the street
- Concern for keeping businesses open and running long-term
- Keeping user volume high enough

Concept A Boards: Key Themes

- Desire to keep Main Street open
- Other options pointed out include turning into a one way and closing with traffic calming on other streets
- Open to closing Main Street occasionally – for events

- Want to see parks and other green spaces Downtown
- Quiet, shady areas
- Trees lining the street
- Like the idea of angled parking
- Want pedestrian-oriented, but still accessible to vehicles
- Transit opportunities and shuttles to Downtown to help traffic and parking

Concept B Boards: Key Themes

- Like the addition of green infrastructure (porous parking) to the design
- Activation of side streets and alleys
- Like the design with curbside, street trees, and small green spaces
- Small meeting and gathering spaces
- Placemaking
- Would like to see bike boulevard connecting to nearby trails

Vision Priorities Board: Key Themes

- Strong desire for multi-modal parking options – bicycle, e-bike with charging, etc.
- Want to keep the "Old Town" vibe
- Not super modern
- Do not want a closed street like

Pearl Street in Boulder

- Strong desire for shade
 - Natural shade is ideal
 - Shading at bus stops
- Open to transit and shuttle services Downtown (especially for events)
- Activate and integrate unique spaces like the alleys
 - Allow 2nd building fronts
- Add more public art into the Downtown
 - Work with local artists
 - Designated graffiti area and/or murals

Signage Concepts

Respondents voted using a dot exercise for signage. The voting indicates that respondents preferred a historic, understated, playful, modest, and relaxed feel. They feel signage should not overpower what is there already. Downtown signage should complement the quaint and charming feel.

- Prefer Historic (9) style vs. Modern (10)

Average: 2

- Prefer Understated (9) vs. Elaborate (10)

Average: 2.3

- Prefer Playful (10) vs. Serious (9)

Average: 7.8

- Prefer Relaxed (10) vs. Professional (9)

Average: 7.2

- Prefer Modest (9) vs. Bustful (10)

Average: 2.2

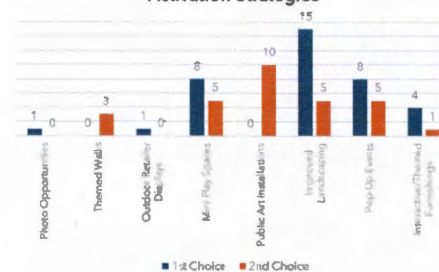
What Did We Miss? Board

- Unique landscaping
 - Pollinator pathways, garden spaces, green roofs and gardens, etc.
- Winter activations – use indoor areas
- Buses and shuttles
- Integration of trash and recycling into the streetscape
- Most don't want parking structures
- Ways to encourage local businesses

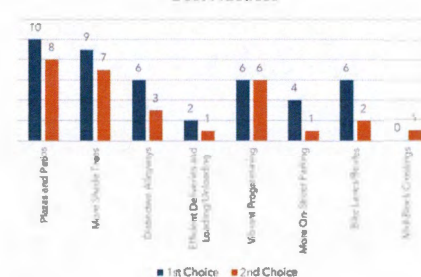
Case Studies Board

- Grand Junction
 - Like the old-fashioned look
 - Find ways to enhance the historic features of Louisville
- Old Town Arvada
 - Like the idea of something more permanent than patio lights

Activation Strategies



Best Practices



Board Summaries - Open House #2

Board Summaries

Link

- Link: If support for added bike and transit connectivity, looking for more details on where added bike racks and bus stops would be
- Linking for more safe bike routes to get children from LMS/LES into downtown
- Lack of support for advisory bike lanes

Amplify

- Support for added trees/shade on main street
- Link at how Front St. County Board makes an entrance to downtown

Navigate

- Support for signage plan: if we need to clarify how this will benefit businesses
- Looking for signage to museums and Memory Square

Preferred Concept Plan

- Appreciate added shade trees, but looking for more shade options than just trees. Some suggestions include structures with vines
- Need assistance that go beyond trees and lanterns can be maintained
- Try to limit all but noise impacts on residents. Want to contain development towards businesses

- Don't want a modern style, keep old town/historic feel
- Looking for better parking solutions and the library as well as ADA access to front the library in front
- Lots of support for splash park kids play area at Steinbaugh plaza
- Strong preference to keep Steinbaugh parking

Preferred Plan Parking Count

- Looking for multi-modal parking options: bike, EV, and cars
- Want to keep parking at Steinbaugh, especially ADA parking

Wayfinding Concepts

- Strong preference with signage Concept A
- Prefer a more timeline, signage legible, and distinctive sign that reflects Louisville character
- Want to ensure legibility of signage from several feet away
- Some prefer running branding Downtown as Old Town
- Thinking of a brand change from Old Town

Steinbaugh Plaza

- Overall preference for concept 2

- Appreciate play area, preservation of parking patterns and facilities for performers, engagement storage

- Like reorientation of Pavilion to minimize Street Fair Event and ensure that noise is mitigated for neighbors on Front Street

- Understand that reorientation of Steinbaugh Pavilion will lose audience space that exists in the library parking lot

- Lots of excitement for young families especially playground + splashpark

- Looking for more amenities for aquatic, park as well as place for drinking fountain that can be accessed year round

- Fit Louisville context: preservation of John Breakey plaza, keep historic character, possibly include murals (library as example)

- Some would prefer to not display the mural as it feels inauthentic to them

- Appreciate more areas to sit and talk. A little benches rather than a bunch of stools

- Thinking of a brand change from Old Town

Front Street

- Excited about the feeling of a rubless front street + park

- Want to come from shopping to front street to get to downtown

Main Street

- Mix of support for keeping curbs on Main Street, some appreciate the historic feel, some prefer just and distinction of pedestrian vs. car traffic flow with curbs. Feel the bikebouch are a good middle ground

- Some appreciate rubless Main street for festival use and the shopper friendly feel

- Excited if we could get a reasonable space on Main and less on parking

CIP Phasing Plan

- Some feel that with Training Day, Street is too high, would like to put those funds into things like open space, citywide internet, or water treatment for PFAS

- Want to see more metrics on return on investment

What Did We Miss?

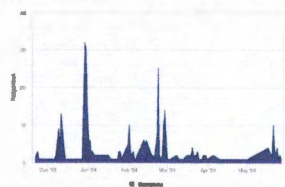
- Excited about preservation and green infrastructure
- Want more underground and permeable amplification of historic events
- Want more retail on front street options, maybe fill some of the open space
- Want temporary barriers or string lights on Main Street
- Consider light pollution and point outdoor lighting down
- Interest in an outdoor performing arts venue
- Keep a mural, maybe for trash recycling center
- Looking for a more consistent bus system and signage, use more bicycles

APPENDIX F: COMMUNITY SURVEY RESULTS

LDVP Survey Summary Report

The City of Louisville, Colorado, is committed to creating a vibrant and dynamic downtown area that reflects the values and preferences of its community. To achieve this goal, the Downtown Vision Plan survey was conducted, engaging residents and stakeholders in shaping the future of their downtown. This survey aimed to gather comprehensive insights into the community's demographics, the activities they participate in downtown, their core values, and their preferences for downtown atmosphere elements.

The survey comprised 13 questions and garnered a total of 337 responses. These responses provide a valuable snapshot of the community's vision for downtown Louisville, revealing the activities that draw people to the area, the features they find most important, and the atmosphere they desire. By analyzing this feedback, the City of Louisville can make informed decisions that align with the community's aspirations, ensuring that the downtown area evolves in a way that meets the needs and desires of its residents. The timeline of the survey extended from mid-November to the end of May. The timeline chart below shows the approximate number of responses throughout the months with significant spikes at certain times due to community outreach events.



The following summary report presents the key findings from the survey, highlighting the community's demographic profile, the popular downtown activities, the values held in high regard, and the preferred elements of the downtown atmosphere. These insights supported the process of design and provided insight for the Downtown Vision Plan, guiding the city's efforts to foster a downtown area that is vibrant, inclusive, and reflective of the community's unique character.

The first question of the survey asked the question: Approximately how often do you visit downtown Louisville (Areas 1 & 2)? This question allowed participants to choose one answer from any of the options. The results are shown below (Figure 1)

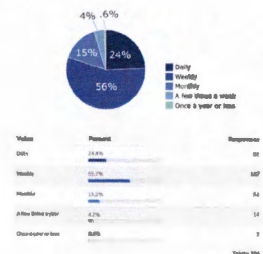


Figure 1: LDVP Survey Question 1 Results

The second question of the survey asked the question: What activities do you participate in Downtown? This question allowed participants to choose all that apply. The Results are shown below (Figure 2)

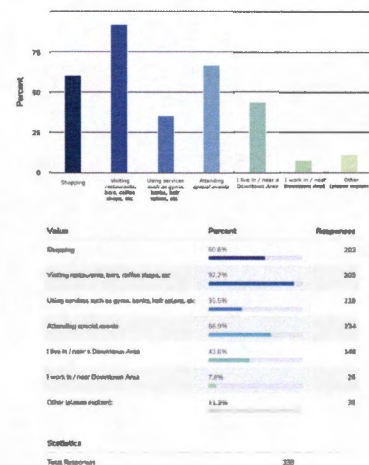


Figure 2: LDVP Survey Question 2 Results

The third question of the survey asked the question: What type of transportation do you use to get to one or both Downtown Area? This question allowed participants to select all that apply. The results are shown below (Figure 3)



Figure 3: LDVP Survey Question 3 Results

APPENDIX

The fourth question of the survey asked the question: How do you move between destinations in the Downtown Area? This question allowed the participants to select all that apply. The results are shown below (Figure 4)

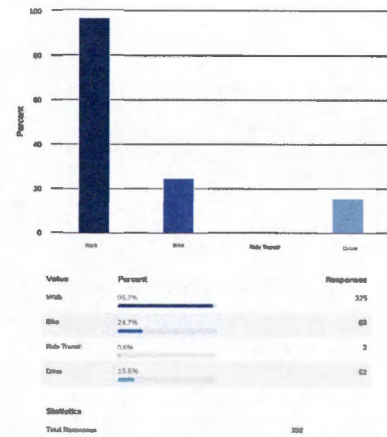
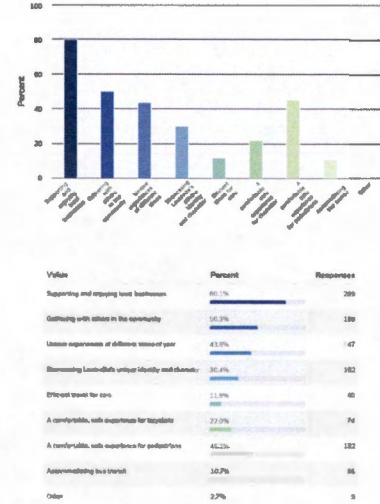


Figure 4: DVP Survey Question 4 Results

The fifth question of the survey asked the question: What are the most important to you regarding Downtown? This question allowed participants to choose 2. The results are shown below (Figure 5)



The sixth question of the survey asked the question: What elements would you want to see considered in the design concepts for Downtown? In this question, participants were allowed to choose up to five options. The results are shown below (Figure 6)

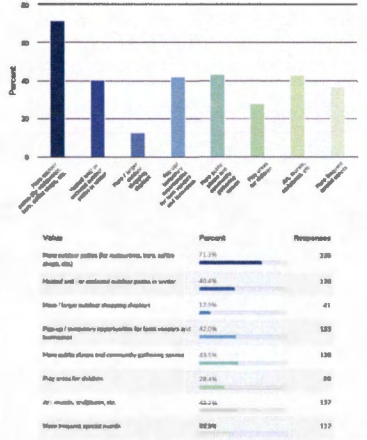
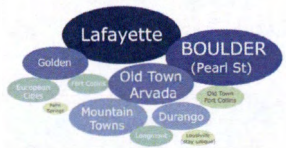


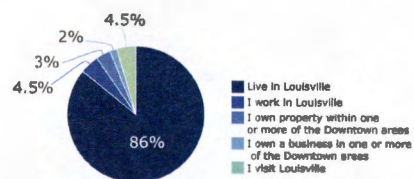
Figure 6: DVP Survey Question 6 Results

The seventh question of the survey asks the question: What other cities, downtown, or streets do you think Louisville should consider for inspiration when developing design concepts for Downtown? This was an open-ended response. Participants suggested several nearby cities and some distant areas. The major answers are illustrated below.



APPENDIX

The ninth question of the survey asked the question: Which of the following best describe you? The results are shown below. (Figure 7)



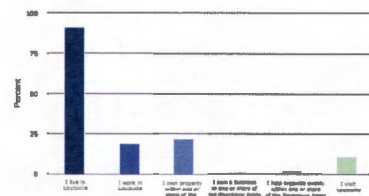
Value	Percent	Responses
Live in Louisville	86.0%	183
I work in Louisville	4.5%	9
I own property within one or more of the Downtown areas	4.5%	9
I own a business in one or more of the Downtown areas	3.0%	6
I visit Louisville	2.0%	4
I visit Louisville	4.5%	9
		Total: 177

Statistics
Total Responses

177

Figure 7: LDVP Survey Question 9 Results

The tenth question of the survey asked the question: Which of the following best describe you? (choose all that apply). The results are shown below. (Figure 8)



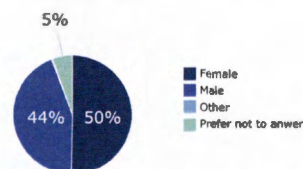
Value	Percent	Responses
Live in Louisville	95.5%	143
I work in Louisville	19.2%	28
I own property within one or more of the Downtown areas	21.7%	34
I own a business in one or more of the Downtown areas	1.5%	2
I visit Louisville	2.8%	4
I visit Louisville	10.8%	17
		Total: 137

Statistics
Total Responses

137

Figure 8: LDVP Survey Question 10 Results

The ninth question of the survey asked what gender the surveyor is. The results are shown below. (Figure 9)



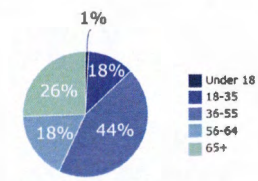
Value	Percent	Responses
Female	50.0%	168
Male	44.0%	144
Other	5.0%	1
Prefer Not to Answer	1.0%	3
		Total: 326

Statistics
Total Responses

326

Figure 9: LDVP Survey Question 9 Results

Question number ten asked about the participant's age. The results are shown below. (Figure 10)



Value	Percent	Responses
Under 18	44.0%	8
18-25	26.0%	38
26-35	18.0%	143
36-44	1.0%	57
45+	1.0%	83
		Total: 326

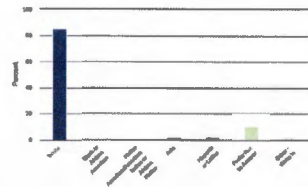
Statistics
Total Responses

326

Figure 10: LDVP Survey Question 10 Results

APPENDIX

Question number eleven asked about the Race/Ethnicity of the participants. The results are below. (Figure 11)



Value	Percent	Responses
White	85.0%	278
Black or African American	0.0%	0
Native American/Alaskan Indian or Alaska Native	0.0%	0
Asian	1.0%	3
Hispanic or Latino	2.0%	6
Prefer Not to Answer	10.0%	34
Other - Write In	3.0%	9
Statistics		
Total Responses		327

Figure 11: LDVP Survey Question 11 Results

Question number twelve asked if the participant would like to be entered for a chance to win a gift basket with items from downtown businesses. This question also requested email addresses to reach out to the winner. The results are shown below. (Figure 12)

Value	Percent	Responses
Yes	56.5%	181
No	43.5%	134
Statistics		
Total Responses		315

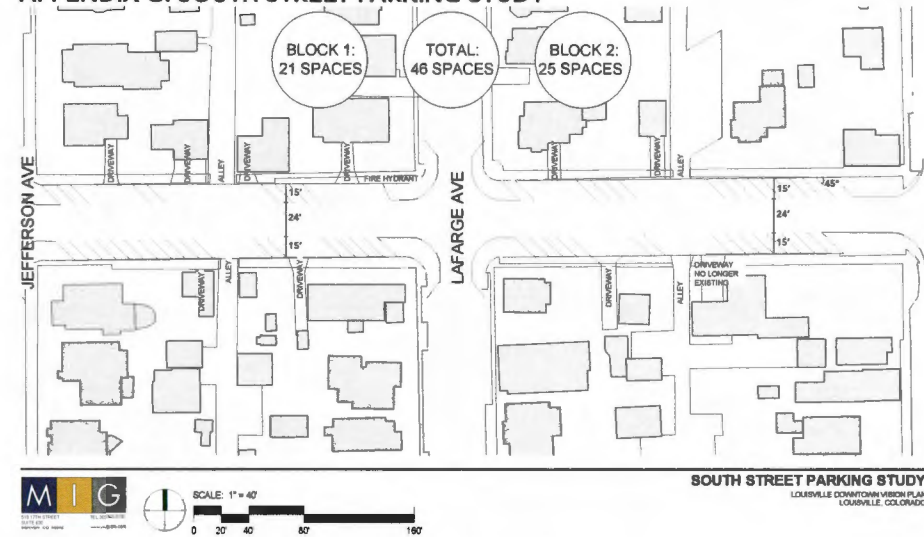
Figure 12: LDVP Survey Question 12 Results

The last question of the survey asked if participants would like to be added to the email list for upcoming opportunities. The results are shown below. (Figure 13)

Value	Percent	Responses
Yes	56.5%	181
No	43.5%	134
Statistics		
Total Responses		315

Figure 13: LDVP Survey Question 13 Results

APPENDIX G: SOUTH STREET PARKING STUDY



Louisville Downtown Vision Plan Draft Design/Construction Schedule

		2024	2025				2026				2027				2028	
		Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Design																
	RFP Advertise															
	Design - Phase 1A															
	Design - Phase 1B															
Construction																
	Bidding - Phase 1A															
	Construction-Phase 1A															
	Bidding - Phase 1B															
	Construction-Phase 1B															
Project Completion																
	June - 2028															

**SUBJECT: PROPERTY IMPROVEMENT PROGRAM APPLICATION:
CRYSTAL SPRINGS BREWING @ 604 MAIN STREET**

DATE: JANUARY 22, 2025

PRESENTED BY: AUSTIN BROWN, ECONOMIC VITALITY SPECIALIST

SUMMARY:

Staff received its first application for the Property Improvement Program from Crystal Springs Brewing for their property located at 604 Main Street.

DISCUSSION:

Crystal Springs Brewing (604 Main Street) is an existing business within the Highway 42 Urban Renewal Area and is therefore eligible to apply for Louisville Revitalization Commission (LRC) funding. Crystal Springs opened in 2010 and has been a partner in many community events, including Dinner on Main and Pints in the Park. The applicant received a Letter of Authorization from the property owner, 1055 Holdings LLC. Applicant and Crystal Springs owner, Tom Horst, indicated that the building was constructed in 1890.

The proposed improvements include the removal of an interior wall to turn two rooms into one, as well as associated electrical and flooring improvements necessitated by the removal of the wall. The applicant states that the removal of the wall will result in greater seating capacity and better use of the space. This change will also allow the area to be used for event rentals. Staff finds that the proposed improvements are eligible for reimbursement through the program as permanent tenant improvements that could also reasonably be used by another tenant.

Mr. Horst received quotes for the proposed improvements, with the total cost of improvements estimated to be \$5,594. Under the program structure approved by the LRC, existing businesses modifying their existing space, and not expanding the footprint, are eligible to receive 50% reimbursement of eligible project costs, up to \$50,000. This results in a total reimbursement of \$2,797.

In his application, Mr. Horst requested 100% reimbursement for this particular project. Per the program parameters, the LRC can approve a higher reimbursement percentage for certain projects on a case-by-case basis. Projects requesting a higher reimbursement percentage should be evaluated based on the project's impact on the community, including blight remediation, sales tax generation, and employment. In his narrative, Mr. Horst stated that he does not believe this project will result in an employment increase, but feels that it could increase the sales tax revenue generated as well as the amount of tips received by the existing employees. He also feels that the

modified space could allow Crystal Springs to host additional events in the Urban Renewal Area.

Because the building was constructed prior to 1955, the request required Historic Preservation Commission (HPC) review. However, Planning determined that because there were no changes to exterior walls, this project would not require a Historic Preservation Subcommittee review. Planning also determined that there would not be any zoning review required because these requests are minor in nature. The applicant will be required to submit for all necessary building reviews, permits, inspections and approvals.

Staff has determined that this application is complete and is requesting a review by the LRC. Should the LRC approve the request, the applicant will enter into a Property Improvement Agreement (*Attachment #2*) with the LRC. As indicated in the agreement, the applicant will be eligible for reimbursement once all approved eligible improvements have been completed and certified.

RECOMMENDATION:

Staff recommends approval of the Property Improvement Program application from Crystal Springs Brewing in the amount of \$2,797. The LRC may decide whether they wish to approve greater than 50% reimbursement for this project based on anticipated project impacts.

ATTACHMENT(S):

1. Crystal Springs Property Improvement Program Application Package
2. Property Improvement Grant Agreement

View results

Respondent
1 Anonymous

1548:49
Time to complete

Purpose and Eligibility

To encourage reuse of existing buildings, which will result in reduction of blight and vacancies. New uses will add to the character and vibrancy of downtown, bringing more customers to the entirety of the urban renewal area. This program can assist with the investment costs needed to update building interiors to make them more usable and attractive to today's market and tenants.

Project Eligibility:

- New business, existing businesses, and qualified expansions of existing businesses
- Businesses must be registered and in good standing with the State of Colorado and City of Louisville

Eligible Uses

The intent of this program is to upgrade building interiors, making them more attractive and usable to today's businesses. Eligible uses must be interior improvements that stay with the building. Program is not intended to be used for deferred maintenance or solely aesthetic improvements, but upgrades and improvements to the space. Uses should be things that could reasonably be used by future tenants, and can't be moveable such as tables or fixtures. Eligible uses can include:

- Tenant Improvements
 - Components can include walls, lighting, bathrooms, utilities, flooring, windows, floor plans, new story additions, and fixtures
 - New infrastructure or relocation
 - Aesthetic Improvements are not eligible (such as wallpaper or paint)
- ADA Compliance
 - Construction improvements needed to bring the building into ADA compliance
 - Most commonly include entryways, ramps, and bathrooms
- Utility Improvements/Upgrades
 - Water/Sewer
 - Electricity
 - Plumbing
 - HVAC
 - Grease Traps/Interceptors

**Existing businesses that are not relocating or expanding may only utilize the program to upgrade infrastructure or utilities within their space. The intention is to make the existing spaces more viable and bring them into needed compliance. This program cannot be used for aesthetic improvements to the building interior or deferred maintenance.

Reimbursement

For new and expanding businesses: The Property Improvement Program will reimburse 50% of eligible project costs, up to a maximum reimbursement of \$125,000.

For existing businesses modifying their existing space: The Property Improvement Program will reimburse 50% of eligible project costs, up to a maximum reimbursement of \$50,000.

*Projects can ask the Louisville Revitalization Commission for a higher reimbursement percentage and a higher incentive cap. A higher level of incentive can be provided on a case-by-case basis to extraordinary projects and will be determined by project impact on the community- such as blight remediation, levels of sales tax generation, property tax impacts, employment, and others.

Work must be approved prior to the start of construction. Any work done before an agreement is in place will not be eligible for reimbursement. Upon completion of all work and any needed construction approvals by the City, the applicant will be reimbursed.

Process

An applicant must submit a full application to Economic Vitality staff.

A full application includes:

- A detailed project narrative
- Project renderings
- Cost estimates (for interior improvements and total project work)
- Employment impacts
- Project timeframes
- Business W9
- Letter of authorization from property owner if work is not being done by the property owner

*The project will also need to go through all City processes related to the project. Processes include but are not limited to Historic Preservation review and Historic Preservation Commission approval and reviews/approvals with the Planning and Building departments. The project must receive all necessary approvals before construction and once construction is complete before reimbursement.

Once submitted, the application will be reviewed by staff. Staff will review for completeness and will ask for any additional information needed to draft a scope of work and project recommendation. Staff will then present the application and recommendation to the LRC for review and the LRC will decide regarding project funding. The LRC has discretion to determine funding levels.

*If a project is denied, they are not prevented from coming back with a different proposal.

1. Email Address *

t.horst@crystalspringsbrewing.com

2. Business Name *

Crystal Springs Brewing Company

3. Business Address *

604 Main Street, Louisville, CO 80027

4. Contact Person and Title *

Tom Horst, Owner

5. Contact Phone Number *

3038845602

6. Is applicant the property owner? *

☐ Yes

☒ No

7. Property Owner (if different than applicant)

Jon Bruggeman

8. Property Owner Address *

295 McKinley Park Lane, Louisville, CO 80027

9. Building Square Footage *

1263

10. Year Building was Constructed *

1890

11. Current Use *

Brewery tasting room

12. Future Use *

Brewery tasting room

13. Project Description *

Removal of a wall in the rear of the building to make two rooms into one larger room, which will give us more seating capacity and allow us to use the area for event rentals. Removing the wall will include the demolition of the wall, moving or relocating some electric lights and switches, and adding flooring to the area where the wall was and ceiling repair.

14. Project Will Include the Following *

☒ Tenant Improvement- Walls, Lighting, Bathrooms, Windows, Floor Plans, Additions

☐ New Infrastructure or Infrastructure Relocation

☐ ADA Compliance

☐ Utility Improvements or Utility Upgrades

☐ Other

15. List Proposed Improvements (Please email an itemized budget/detailed cost breakdown to EconomicVitality@LouisvilleCO.gov) *

These will be emailed to the address given.

16. Estimated Total Cost of Improvements *

5594

17. Property Improvement Funding Request from LRC *

5594

18. Project Start Date *

1/27/2025



19. Project Completion Date *

1/30/2025



20. Are you making any additional improvements not listed in this application? If so, please describe additional improvements.

No

21. I believe I meet all eligibility requirements as stated in the program *

☒ Yes

☐ No

22. I acknowledge that these improvements have not yet been completed, and that any improvements will be approved through the required City processes. *

☒ Yes

☐ No

A detailed project narrative for Crystal Springs Brewing Company taproom 604 Main Street, Louisville, CO

Removal of a wall in the rear of the building to make two rooms into one larger room, which will give us more seating capacity and allow us to use the area for event rentals. Removing the wall will include the demolition of the wall, moving or relocating some electric lights and switches, and adding flooring to the area where the wall was and ceiling repair.

Employment Impacts

I do not believe this will necessarily increase the number of employees we have, but it most likely will impact how much they make as this could increase the amount of revenue we bring in, thus increasing the amount of tips they make. If it does indeed increase our revenue, we may need to hire additional employees to meet the demand (which would be great).

Crystal Springs Brewing Company
Wall Removal Project
Project Timeframes

Our contractor estimates the project will take about three days to complete.

We can start on the project as soon as we have LRC and City of Louisville approval. Ideally this would be the end of January or early February. Because of the colder months, we are dependent upon income from inside sales. We believe combining these rooms will greatly enhance our ability to draw more people to our taproom, so it is important we get this completed so as to take advantage of it during the colder months of 2025. Thank you.

January 9 2025

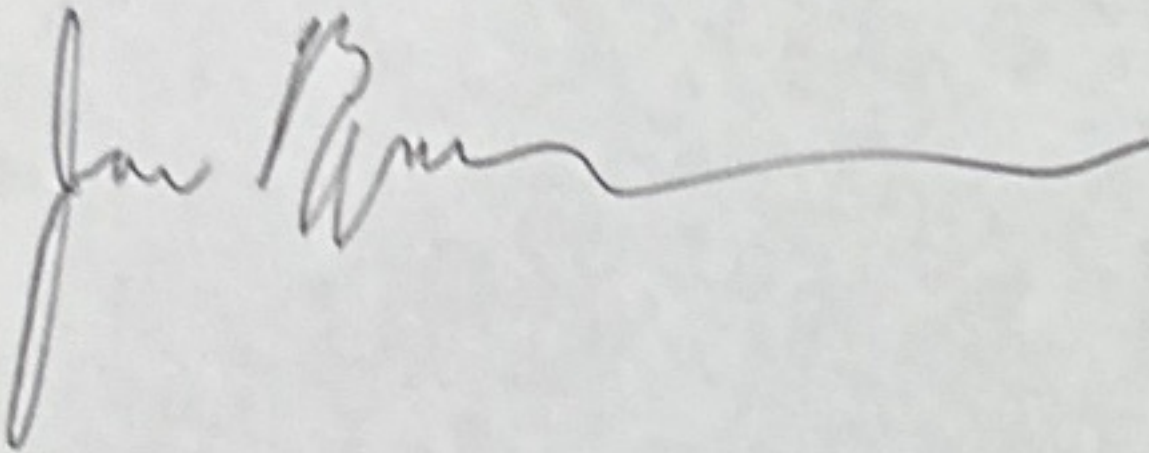
To Tom and Kristy Horst

You Have my Permission to remove and modify the wall in the back half
Or the property at 600 main Street Louisville CO 80027

My Best
Jon Bruggeman
Owner 1055 Holdings LLC

If You Have any questions please call 612-590-1903

Jon Bruggeman

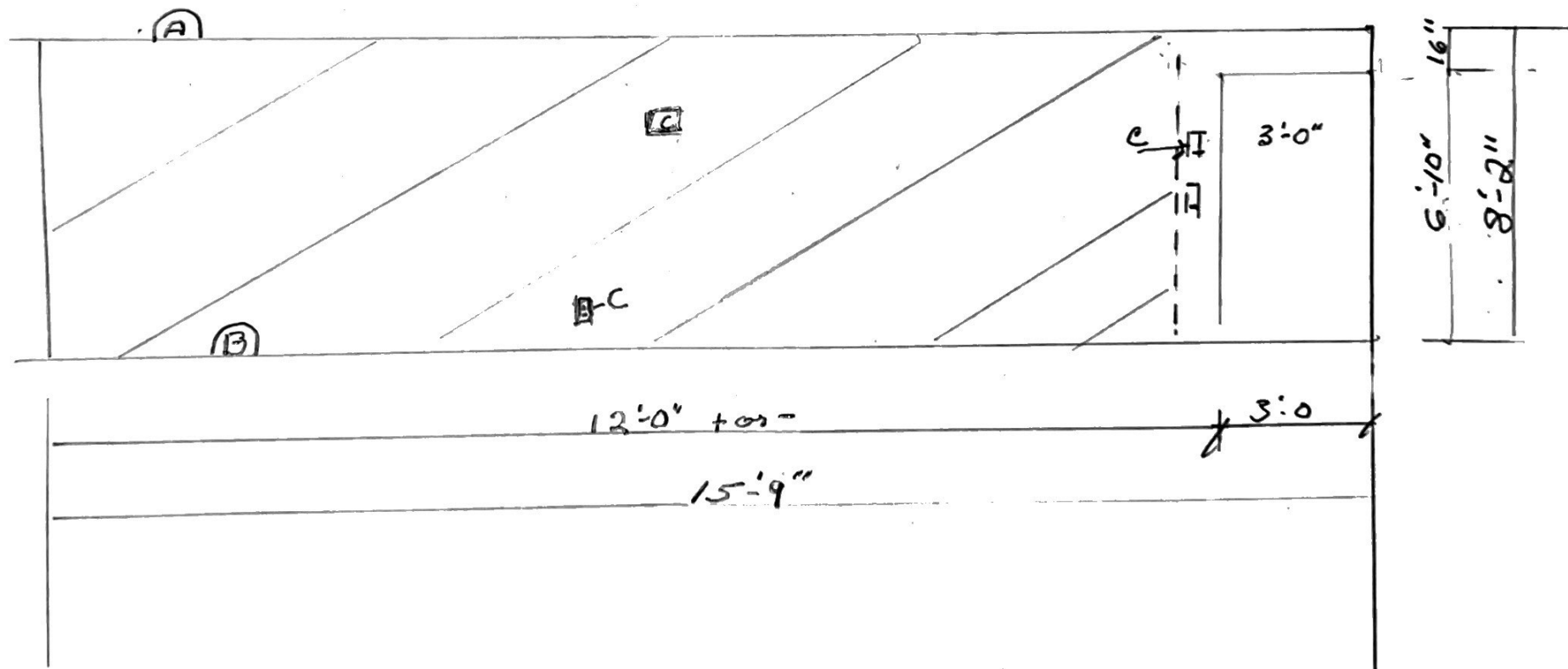
A handwritten signature in dark ink, appearing to read "Jon Bruggeman", with a long horizontal flourish extending to the right.

11111 - "Remove wall"

A. Leave Top Plate in place to Receive Fake Beam

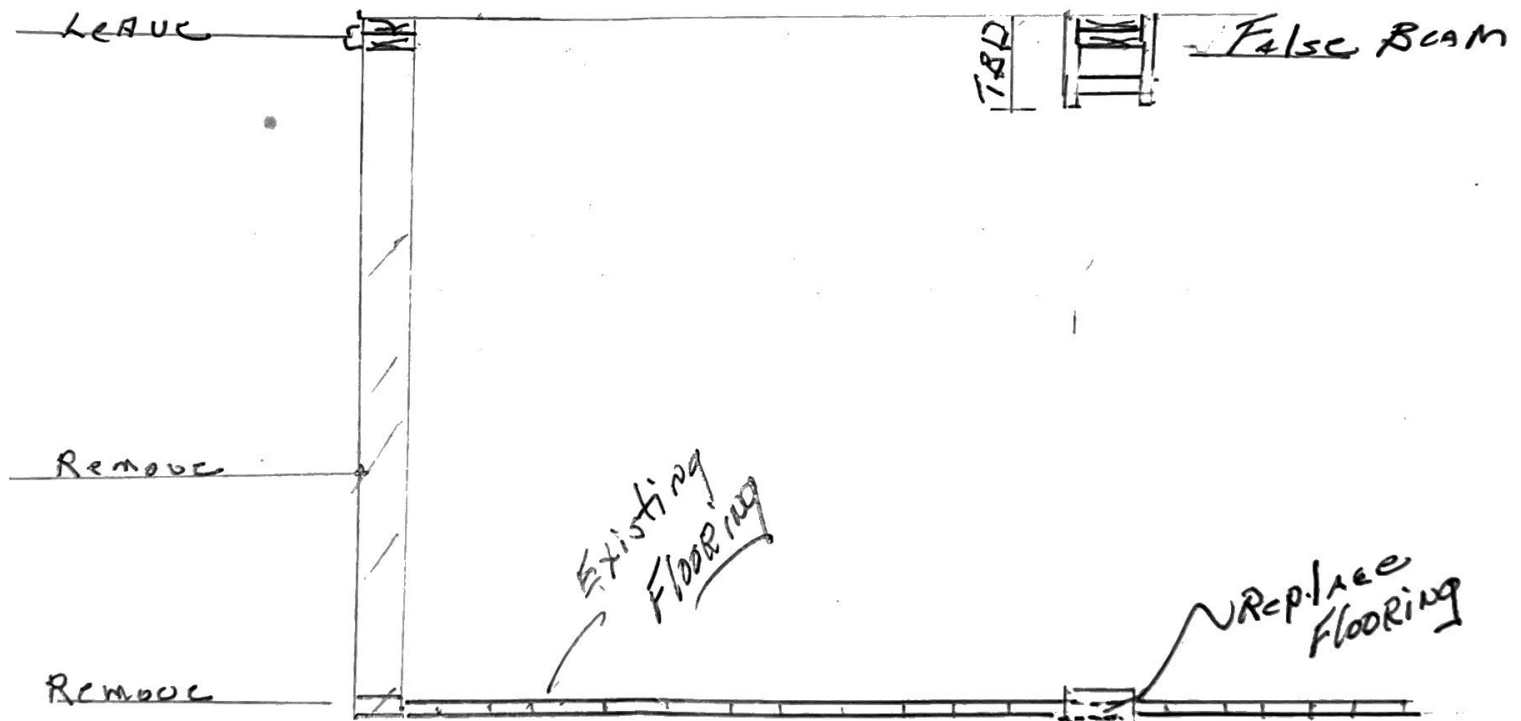
B. Remove studs & bottom plate

c. Remove & Eliminate Electric



CRYSTAL SPRINGS

NTS.



NTS.

Crystal Springs

Crystal Springs Brewing Company
Re: Removal of Wall Trim Opening Cost Estimates
Contractor Tim Hughes

Mobilization:

1. Install dust shields and floor protection
2. Deliver dump & trailer

5 MH @ \$80 \$400.00

Demolition:

1. Layout to remove and receive construction
2. Remove wall and debris
3. Deliver to landfill

20 MH @ \$80 \$1600.00

Trim wall, ceiling and floor

18 MH @\$80 \$1440.00

Demobilization

4 MH @ \$80 \$320.00

Total \$3760.00

Materials & Equipment

- 42 LF 1 x 8 clr pine 12' \$ 112.32
- 18 LT 1 x 6 clr. Pine 8' \$ 126.00
- 6 - 2 x 48' \$ 29.94
- 2 - 2 x 4 14' \$ 16.36
- 1 Box 1 x 6 Eng Floor \$ 52.00
- 1 qt Stain \$ 16.98
- 1 qt sealer semigloss \$ 14.98
- Dump fee @ landfill (min) \$196.00
- Misc \$ 35.00

Total \$599.98

Tax incl. \$653.54

Equipment

- P.U. 3 days at \$42.00
- Dump Trailer 3 day \$60.00

Total \$102.00

Labor \$3760.00

Materials \$653.54

Equipment \$102.00

Total \$4516.54

P/O \$677.46

Electrical work (see estimate included) \$400.00

Grand Total \$5594.00

CHILCOAT ELECTRIC
2123 Coronado Pkwy N Apt C
Denver, CO
3037109051
chilcoatelectric@gmail.com



ADDRESS

Crystal Springs Brewing
604 Main St
Louisville, CO 80027

Estimate 1240

DATE 01/14/2025



ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Services	Demo electrical from removed wall and remove two light locations. Also possibly relocate two switch locations.	1	400.00	400.00

TOTAL

\$400.00

Accepted By

Accepted Date

PROPERTY IMPROVEMENT GRANT AGREEMENT

THIS PROPERTY IMPROVEMENT GRANT AGREEMENT ("Agreement") is made and entered into this _____ day of _____, 20____ ("Effective Date"), by and between the **LOUISVILLE REVITALIZATION COMMISSION** (the "LRC") and **CRYSTAL SPRINGS BREWING COMPANY, LLC** doing business as **Crystal Springs Brewing Company** ("Recipient"), the commercial tenant of the building located at 604 Main Street (sometimes referred to individually as "party" or collectively as "parties").

WHEREAS, the LRC is a public body corporate and politic authorized to transact business and exercise its powers as an urban renewal authority under and pursuant to the Colorado Urban Renewal Law, Part 1 of Article 25 of Title 31, C.R.S. (the "Act"); and

WHEREAS, the LRC has created a Property Improvement Program (the "Program") through which the LRC provides grant funding to offset certain eligible costs associated with projects undertaken by owners/tenants to improve the interior of commercial properties within the Highway 42 Revitalization Area (the "Plan Area"), in furtherance of the Highway 42 Revitalization Area Urban Renewal Plan (the "Plan"); and

WHEREAS, the Program furthers the purpose of addressing blight within the Plan Area by incentivizing property improvements, with the goal of attracting customers to Downtown Louisville public purpose; and

WHEREAS, Recipient is the commercial tenant of the building (the "Building") located at 604 Main Street (the "Property"), which Building and Property are within the Plan Area; and

WHEREAS, Recipient has submitted to the LRC the Recipient's application (the "Application") for a grant to offset a portion of the eligible costs associated with the Recipient's proposed improvements to the Building, as more particularly described on ***Exhibit A***, attached hereto and incorporated herein by this reference ("Eligible Improvements"); and

WHEREAS, the LRC has approved the Application, and has offered to reimburse a portion of the costs associated with the Eligible Improvements, subject to and in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein the LRC and the Recipient agree as follows:

A. Recipient Obligations. The Recipient shall fulfill each of the following obligations ("Recipient Obligations"):

1. Apply for and obtain all approvals and permits from the City as required pursuant to the City Code for the construction of the Eligible Improvements. Such City approvals and permits may include, without limitation, Historic Preservation Commission approval for improvements to buildings constructed prior to 1955; Planning Department approval for Eligible Improvements requiring a PUD amendment; and demolition and building permit from the Department of Building Safety.

2. Complete the Eligible Improvements, with Recipient's own funds, in accordance with applicable requirements of the City Code and City-adopted building and fire codes, and the terms and conditions of City-approved plans, permits, and approvals applicable to the Eligible Improvements.

3. No later than ten (10) days after the Eligible Improvements are completed, request inspection by the City. If Recipient does not request this inspection within ten (10) days of completion of the Eligible Improvements, the City may conduct the inspection without the approval of Recipient.

4. Obtain acceptance of Eligible Improvements from the City. If the Eligible Improvements are satisfactory, the City shall grant acceptance. If the Eligible Improvements are unsatisfactory, the City shall provide written notice to Recipient of the repairs, replacements, construction or other work required to receive acceptance.

5. Recipient shall provide the LRC with certified statement of Eligible Improvement costs no later than thirty (30) days after Recipient obtains City acceptance of the Eligible Improvements completed.

B. Reimbursement. Subject to Section C, upon Recipient's fulfillment of the Recipient Obligations, the LRC will authorize the payment of the Reimbursement. For purposes of this Agreement, "Reimbursement" means: 50% of certified Eligible Improvement costs, up to a maximum reimbursement of \$3,000.

C. Termination. The LRC and Recipient expressly agree that time is of the essence with regard to fulfillment of the Recipient Obligations and completion of the Eligible Improvements, and failure by Recipient to fulfill the Recipient Obligations and complete the Eligible Improvements shall relieve the LRC of any obligation under this Agreement without liability. In the event that Recipient fails to fulfill the Recipient Obligations by December 31, 2025, this Agreement and the LRC's obligation to pay the Reimbursement shall immediately terminate.

D. Recipient's Post-Reimbursement Obligations.

1. In consideration of the LRC's payment of the Reimbursement, the Recipient agrees that the Property shall not be redeveloped within three (3) years of the LRC's payment of the Reimbursement, unless otherwise approved in writing by the LRC.

2. For a Two (2) year period from the date of City acceptance of the Eligible Improvements, Recipient shall, at its own expense, take all actions necessary to maintain said improvements and make all needed repairs or replacements which, in the reasonable opinion of the City or LRC, shall become necessary. If within thirty (30) days after Recipient's receipt of written notice from the City or LRC requesting such repairs or replacements, the Recipient has not completed such repairs or replacements, the City may complete the repairs or replacements at the Recipient's expense, in which event the Recipient shall reimburse the City within thirty (30) days after receipt of written demand and supporting documentation from the City for the full cost of repairs or replacements made by the City. The Recipient and each successor owner of the Building shall be responsible for the maintenance obligations provided for herein.

3. This Section D shall survive termination of this Agreement.

E. Damages Waiver. Recipient shall not be entitled to any payment or compensation of any kind from the LRC or the City for lost profits; direct, indirect, or consequential damages; or costs or expenses of any kind, including but not limited to costs of extended overhead, arising because of delay, disruption, interference or hindrance from any cause whatsoever, whether such delay, disruption, interference be caused by the City or LRC, reasonable or unreasonable, foreseeable or unforeseeable, or avoidable or unavoidable.

F. Indemnification. To the fullest extent permitted by law, the Recipient agrees to indemnify and hold harmless the LRC, and its appointed officers and employees, and the City, and its elected and appointed officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with this Agreement or the construction of the Eligible Improvements, whether by Recipient or Recipient's contractor, if such injury, loss, or damage is caused by the negligent act, omission, or other fault of the Recipient or any contractor of the Recipient, or any officer, employee, or agent of the Recipient or Recipient's contractor, or any other person for whom Recipient is responsible. The Recipient shall further bear all other costs and expenses incurred by the City, the LRC, or the Recipient, which are related to any such liability, claims and demands, including but not limited to court costs, expert witness fees and attorneys' fees if a court determines that these incurred costs and expenses are related to such negligent acts, errors, and omissions or other fault of the Recipient or any person for whom Recipient is responsible. The City and LRC shall be entitled to costs and attorneys' fees incurred in any action to enforce the provisions of this Section F. The Recipient's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the City or the LRC. This Section F shall survive termination of this Agreement.

G. Miscellaneous.

1. This Agreement shall be governed and construed in accordance with the laws of the State of Colorado. The exclusive venue for any lawsuit concerning the subject matter of this Agreement shall be in the District Court for Boulder County, Colorado. The LRC shall have no obligation to make any payment hereunder during the pendency of any legal challenge concerning the subject matter of this Agreement.

2. Nothing in this Agreement is intended or shall be construed to create a joint venture between the Recipient and the LRC and the City, and neither the LRC nor the City shall never be liable or responsible for any debt or obligation of the Recipient.

3. This Agreement shall inure to the benefit of and shall be binding upon the LRC and Recipient and their respective successors.

4. This instrument shall constitute the entire agreement between the LRC and Recipient and supersedes any prior agreements between the parties and their

agents or representatives, all of which are merged into and revoked by this Agreement with respect to its subject matter. Contact information is as follows:

Recipient:

Crystal Springs Brewing Company
Attn: Tom Horst
604 Main Street
Louisville, CO 80027
thorst@crystalspringsbrewing.com

LRC:

Louisville Revitalization Commission
Attn: Economic Vitality
749 Main Street
Louisville, CO 80027
303.335.4531
EconomicVitality@louisvilleco.gov

5. This Agreement is personal to Recipient and Recipient may not assign any of the obligations, benefits or provisions of the Agreement in whole or in any part without the expressed written authorization of the LRC. Any purported assignment, transfer, pledge, or encumbrance made without such prior written authorization shall be voidable by the LRC.

6. Neither the LRC nor the City has legal rights to or ownership interest in the materials chosen by the recipient and as such disclaims all warranties, express, implied or statutory, regarding construction materials utilized in the eligible improvements, including the implied warranties of merchantability, accuracy, satisfactory quality, title, security, noninfringement, uninterrupted or error-free use, and fitness for a particular purpose, and any implied warranty arising from course of performance, course of dealing, usage or trade.

7. None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except by written instrument executed by the LRC and Recipient.

8. It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the LRC, the City, and Recipient, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party on such Agreement. It is the express intention of the parties that any person other than the LRC, the City, or Recipient receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

9. Each of the persons signing below on behalf of any party hereby represents and warrants that such person is signing with full and complete authority to bind the party on whose behalf of whom such person is signing, to each and every term of this Agreement.

This Façade Improvement Reimbursement Agreement is effective on the date first above written.

RECIPIENT:

CRYSTAL SPRINGS BREWING COMPANY, LLC

By: _____

Name: _____

Title: _____

LOUISVILLE REVITALIZATION COMMISSION

By: _____
Alexis Adler, Chair

ATTEST:

Clif Harald, Secretary