

**CITY OF COLORADO SPRINGS  
DOWNTOWN REVIEW BOARD  
Meeting Minutes**

The Downtown Review Board (DRB) held its regular meeting on  
August 5, 2015  
In the  
City Council Hearing Chambers  
107 N. Nevada Avenue, Suite 325  
Colorado Springs, CO 80903

The meeting was called to order by Chair Hankins at 8:33am  
The meeting adjourned at 11:25 am

**MEMBERS PRESENT:**

Aaron Briggs  
Richard Guy  
Daniel Hankins  
Gary Marchio  
Dan Robertson  
Parry Thomas

**MEMBERS ABSENT:**

Tiffany Colvert  
Ray Walkowski

**ALSO PRESENT**

Mr. Peter Wysocki, City Planning and Development Director  
Mr. Marc Smith, Senior Municipal Attorney

**1. MINUTES**

- None at this time

**2. Communications:**

- Mr. Tefertiller, Land Use Review Manager announced:
  - we do not have the May meeting minutes we hope to have the for the next meeting
  - Also two longest DRB members are ending their service. There will be one more meeting for Mr. Guy and Mr. Robertson. Ms. Colvert will be reappointed for next year.
  - We will have September 2<sup>nd</sup> meeting.

**3. Consent Calendar:**

- **File NO.: DRB NV 15-00065 – QUASI-JUDICIAL**  
A request by Russ Ware for approval of a Warrant from minimum parking requirements for a 650 square foot expansion of the Wild Goose Meeting House located at 401 N. Tejon. The expansion triggers the need for an additional 11 parking spaces; the Warrant request is to allow for no additional parking to be required. The property is zoned FBZ-T2A (Form Based Zone; Transition 2 Sector; Subheading A).

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**CITIZENS IN FAVOR**

None

**CITIZENS IN OPPOSITION**

None

**STAFF REQUESTED TO SPEAK**

None

**DECISION OF THE DOWNTOWN REVIEW BOARD:**

Moved by Board Member, to approve **Item 3, File No. CPC NV 15-00065**, for a Nonuse Variance found in City Code Section 7.3.105.A.1. approval of a parking warrant for the expansion of the Wild Goose Meeting House found in City Code Section 5.4 of the Downtown Colorado Springs Form Based Code.

Motion seconded. Motion carries 9-0.

**4. New Business calendar:**

**File No. : CPC CU 13-00063 (Quasi-Judicial)**

A request by the Salvation Army for the Salvation Army Emergency Cold Weather Shelter conditional use to allow a human service shelter to operate from October 1st 2015 through April 30th 2016. The application is required to continue the approved use from the 2014/2015 winter season as the Downtown Review Board previously issued a one-year approval with a renewal request to be reviewed by the Board. The proposed shelter would provide emergency shelter for up to 153 unsheltered persons during cold weather months. The shelter is to be located within 505 S. Weber St. in what was formerly the Salvation Army Thrift Store location. The site totals roughly 1.4 acres, is zoned FBZ-T2B (Form-Based Zone – Transition Sector 2B), and is located on the east side of S. Weber St., south of E. Cimarron St.

**STAFF PRESENTATION**

Mr. Ryan Tefertiller discloses email communications that he has received that are not included as a part of his presentation and that also includes archive items. Mr. Tefertiller passes them out to the members of the board. Background information: The performance shelter is a renewal of the emergency cold weather shelter located at 505 S Weber. Last October 2014 there was a similar public hearing on the same type of property. The property is within the form based zone and almost 1.5 acres. The shelter will occupy the southern build on the site. There is a significant private parking lot on the rear part of the property. Description of where the property lies within the street boundaries: Cimarron running to the east/ west, south Weber running north/south, with Shooks Run and Rail Spurs just to the east. With

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regard to zoning the FBZ extends to Wasatch to the east, and the southern part to the south extends almost to the PUD for the Lowell neighborhood and the DS zoning for the POC just to the south. This is a renewal of the Oct 22 DRB action. The original request last year was for a 2 yr approval. The DRB granted a one-year with the opportunity of an extension with the condition that the extension come before the board by August of 2015. Request is to utilize the existing space for a human service shelter located in the same space as last year. A couple significant and notable differences from last year; the request today is for a maximum capacity of 153 beds whereas 2014's request was only for a maximum of 100 beds. Request is also to operate from October 1 to April 30<sup>th</sup> which is an expansion of the time period of the request from last year's time period. Accessory needs associated with the request. The ability to for the Salvation Army to operate the food truck in the rear parking lot, the kenneling of dogs and other direct services can all take place within the shelter. There is a deeper need to have additional shelter beds. In recent years there has been a loss of beds in the area. Point and time service 2014 and 2015 in the staff report. This shelter will be seen as a stop gap that the city needs to use prior to finding long term solutions. There is a hope for a long term solutions that is being looked at by the Spring Rescue Mission which is south and west of the site located on Las Vegas. Amy Cox will give more detail information about services.

Amy Cox, Manger of Housing and Community Initiatives with the City of Colorado Springs. I am here to talk about the role of the city and the shelter and how it is necessary in the city of Colorado Springs. Very simple, many people are living on the streets in Colorado Springs. They are sleeping in cars, under bridges, on the side of creeks they really have no place to go. Shelters are at capacity, affordable housing is very limited for these people. A recent affordable housing needs assessment shows that there were 100 households that made less than \$17,000 a year which is 30% of the area mien of income and there was 16 units were available for those households. AS it gets colder there are literally people on the streets that are freezing to death and at risk of frost bite and living in life threatening conditions. A winter shelter will help with the health and safety of these people as well as give them the opportunity to reconnect with services and family and permanent house and an opportunity to change their lives and there is a significant shortage of shelter. Community has 291 permanent shelter beds, they are at capacity. 2014 when annual point and time count at the end of January that is required by HUD, 269 were reported as unsheltered. This year even with the addition of 187 beds when they did their point in time count there was 243 people identified as unsheltered. The cold weather shelters at Spring Rescue mission that has 57 beds and the Salvation Army that had a maximum fire capacity of 153 beds; those two shelters served almost 1600 individuals that served over 30,000 bed nights of shelter. Salvation Army alone served 1446 providing over 20,000 bed nights of shelter. Serving an average of 176 individuals seeking shelter each night and this was while the RJ Montgomery shelter was still serving at their capacity of 200 people, RJ alone served over 65,000 bed nights last year. Since the City does not operate homeless shelters we are grateful the Salvation Army has stepped up and take on this need in the community. They have the expertise and the facility available. The emergency cold weather shelters are the only low bearing option in our community and the people are subject to UA's or breathalyzers when they come in. The shelters are a behavior based model. They check in they go to your mat-sleeping quarters- you do your business on your phone, you read, and as long as there is good behavior you are welcome into that facility. So it protects the safety people that otherwise might be out in the cold during the cold weather months. It improves our ability to permanently house the individuals.

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An article in the Gazette, this weekend, stated that as a nation we are challenged with regard to veteran homelessness. We trying to house our veterans by the end of this year and get to a function of zero. When we connect with a vet on the streets we want to get them into shelter and we can get them into housing but this takes a little bit of time but we want to get them into shelter immediately and there is very little resource to do this our shelters are full. The availability of the winter shelter helps to enforce the camping ban on the creeks; it produces safety in the public space in our downtown. If you have questions about the impact of the shelter on those facilities the HOT TEAM says with the addition of the cold weather shelter says we have fewer camps during the winter.

Providing short term solution will help with the long term solutions. I want to state for the record, this is not a long term solution. The long term solution is a continuum of housing that begins with shelter and moves to home ownership – the whole continuum of housing – it's a continuum of housing services. We are working with the community to build those housing services. This is just a list of some of the things that we are working on: improve the delivery systems with the continuum of care, getting ready to launch a community sheltering plan, invest in permit facilities, Springs Rescue Mission provides a good opportunity to provide more permanent shelter beds in our community, we've invested in a tool kit to teach providers how to develop permanent supported housing so that we can provide housing with wrap around services to the most difficult to house in our community, we're engaged in the mayor's challenge to end veteran's homelessness by the end of this year, we provide rental assistance to try and help people who are homeless, we set aside mild assistance for people who are experiencing homelessness to get vetted into housing we are getting ready to launch a landlord education campaign to try and include more landlords into that effort. We are not a direct service provider but we do provide technical assistance and with a conditional use permit use application is preferable than an emergency use. The city has allowed shelters to operate on an emergency basis when it is 38 degrees or less which includes the majority of the time between Oct 1 and April 30. Routine use is preferable it predictable it's better to staff and provides people some assurance that they have a place to go. We are working with the Salvation Army to address concerns brought by the neighborhood; trash removal, lighting and security, monitoring neighborhood activity, we do not want to undermine the qualities of this neighborhood. We want to come up with solutions and when you identify those solutions there is an expense associated with those and the city of Colorado Springs is invested in securing those resources necessary in order to operate this facility for our community. The recommendation from staff was at this point was to postpone a decision today we have heard from the neighbors and we are still working through some of the issues. It's very important that we operate a facility that does not devalue or undermined the qualities of that neighborhood. There is more work to be done and we think we can cover that in the next few weeks working directly with the Salvation Army and the neighborhood. I can take questions later and that concludes this presentation.

**Mr. Tefertiller:** A few more slides and the open up for questions for any of the City's representatives. We have a very basic site plan that shows the layout of the property, a site plan is required as part of the Conditional Use. This is essentially just a survey of the site that shows buildings, sidewalks, parking, and public right of ways, etc. are located. FBZ regulations when considering a Conditional Use, the zone is largely use central with a few exceptions and human service shelters is one those exceptions that require a conditional use analysis so the board can evaluate and staff can evaluate the use and how it

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affect the surrounding properties. As Amy stated an emergency only shelter that operates only on colder nights can be allowed without the conditional use but there are a number of benefits to the homeless population, Salvation Army staff, the city and the neighbors to having that predictability of not being required to turn away people when it doesn't get quite cold enough.

There are three Conditional Use criteria that must be evaluated by the board, they are:

1. Respect and preserve the values and qualities of the adjacent neighborhood.
2. Promote the public health safety and welfare.
3. Be consistent with the City's comprehensive plan.

Staff has received a lot of stakeholder input regarding this application as noted by the number of people here to listen to this. There has been positive support from the Downtown partnership and from COMCOR. Obviously that is a negative as noted from downtown business owners. Overall the input that staff has received by either email or postal service is included in staff's report as well as the two additional communications that staff handed out to you earlier. Most of the concerns are listed in staff report but they cover a wide range of issues from loitering, trash, security, bathrooms or lack thereof, thefts and others issues. As Amy mentioned the City, Salvation Army and other service providers continue to work for solutions to the issues so that we are meeting those three Conditional Use criteria.

One slide that addresses the first of the three Conditional Use criteria and that is impact of surrounding properties.

It is noteworthy and I wanted to point out that we are having success in this part of downtown during the last year and during the operation of the 2014-2015 shelter. You have seen just a few of the requests of these projects: Iron Bird Brewing, Blue Dot Place, Green Man's Head, Two Ten Pueblo, so there are both residential and commercial projects that continue to be successful in this part of town. We have had good coordination with Amy and I with the police and Hot Team regarding homelessness issues in the area as well as tent camping to the south and east of the subject site. We do have multiple members of the police department is here today and so if you have questions about public safety or numbers of calls for service they can give you those answers.

At this point staff's recommendation is to postpone formal action on this item to allow City and the applicant to allow additional time to mitigate concerns and so we recommend that we continue the hearing to the September 2, Downtown Review Board meeting.

You will hear information from the City, we hope to allow the applicant make presentation, and any stakeholders both for or against the application will be able to have comment today. We would hope to have some dialog, some question and answers with the stakeholders today but then before closing the hearing and going to the board for discussion we would ask that it be continued to give all the parties involved time to work through these items.

Ideally would wouldn't have brought this to you until September but the October 22, 2014, action from Downtown Review Board required that it come before the board by August 2015.

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I would be will to take any questions of myself, Amy, or the police department who is here as well if you have specific questions of them as well.

**Questions:**

**Member Briggs:** A couple of questions and maybe it's a question for Amy. What evidence do you have from the point and time survey or other data from other communities regarding what these people do if these beds are not provided? Will they camp or leave town or find other shelter. If there was 1500 unique individuals served but there is only 120 beds that seems like it represents a fairly good turnover of a very transient population so I wondering about how that would work.

**Amy Cox:** The point and time count is administered by the Pikes Peak United Way. We do have Amy Beard is here who knows the details of that count. If there is no shelter available people generally will find other ways of sheltering themselves. They will camp along the creek, sleep in drain pipes, sleep in cars, they will couch surf. It's hard to say what people will be forced to do to seek alternate ways of protecting their health and safety, life sustaining activity, people get creative. We do have people in the audience who have experienced homelessness and can speak to that directly about the ways they find accommodations.

**Member Briggs:** You talked about a more permanent solution and continuum of care with the Springs Rescue Mission, how long is the stop gap going to be necessary? There has been some conversation about what if we need to do this every year for how long?

**Amy:** The Salvation Army offered the use of this facility for 2 years, that's all that has been offered. We have been working towards a permanent solution for shelter beds, working with the Springs Rescue Mission and other homeless shelter providers in the community trying to expand their beds. It takes time, there are land use issues. The Springs Rescue Mission we are working through some flood plain issues. But there is a plan from Springs Rescue Mission to provide additional facilities, to provide basement facilities, to provide additional kitchen facilities to do that work at that campus. Gentleman from Springs Rescue Mission who can speak more directly to that but we are invested in that effort with Springs Rescue Mission and other shelter providers in the community. It would be the hope that by next year at this time that we would have additional shelter beds at **that** facility, at the Springs Rescue Mission.

**Member Robertson:** Will those other shelters take anybody? Or do they require testing for alcohol and drugs?

**Amy:** Springs Rescue Mission is proposing a low bearing shelter that would operate much the same way that the current winter shelter operates. Springs Rescue Mission has been a leader in our community in this model. It's a harm reduction model it says the best thing to do is to bring people in. If we are really going to serve these neighbors of ours that are struggling, the best way to help people is to not to try and get them to change their lives while living in the street when they are just trying to survive, just bring them in and connect with them. Springs Rescue Mission has been a real leader in this and the Salvation Army stepped up. This is a not model Salvation Army has embraced across the country but

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they saw this as a need for this as well and they took this on in our community so that we could ensure that the people on the street have an opportunity to come in. I hear all the time, “well these people don’t want to come in, they want to live on the street they want to have this lifestyle” and yet when we open the shelter doors to come in, they came in. We ask why they came in and they say “because you let us in.” It is very important that as we begin to look at how we serve and transform the lives of these vulnerable people in our community that we save our perceptions

**Member Coppedge:** I am not sure that this is a question is asked now or after some of the neighbors have a chance to talk, but I am very interested in hearing what is the mechanism, the formal mechanism that is going to take place over the next month assuming that we postpone or continue this discussion next month. What’s that mechanism that will actually help that happen so that we have assurances that four weeks from now that real progress has been made?

**Amy:** I reached out yesterday to Lisa to figure out what that looks like. We had a public meeting July 15<sup>th</sup> so we had about two weeks before this hearing. Salvation Army has looked at additional staffing what those options are; we’re talking with security companies. So now is the time to schedule a meeting with the neighborhood and present options and have those met so we talked about a meeting this week or the week after and have a couple of days to sit down figure out what the options are and then determine what are the things that the neighborhood requested. It was a very good recommendation that there be a point of contact for the neighborhood when issues arise so they can call someone directly and hold someone accountable to help address the issues. Amy says they are willing to be that point of contact.

**Member Briggs:** I have one more question probably for Ryan. Can you explain the difference between an emergency shelter and this conditional use permit and refresh our memory of what it was last year. Mainly I am wondering if this conditional use permit acted indefinitely or will it come back again next year.

**Mr. Tefertiller:** The request before you today is for one more year of operation, set dates; specifically October 1<sup>st</sup> to April 30<sup>th</sup> of 2016. At this point and time there is no plan to come back in the summer or fall of 2016 and request another year. Anything is possible, you’ll probably here some concern or fear from stakeholders about what is going to happen in the fall/winter of 2016-2017. As Amy stated there is certainly hope and lots of effort to work with other service providers to find other locations and resources for this population for the following season.

As far as the emergency operation verses operation under conditional use permit. Again, it comes down to the City’s codes and policies that allow emergency shelters to operate in emergency situations and the City has defined that as far as cold weather is concerned that’s below 38 degrees. So shelters have operated in the past only as on nights when it’s under 38 degrees but it becomes very difficult for staffing, very difficult from getting the population to know where they can go, whether it too cold or not cold enough. The last thing we want is a large number of people show up at 505 S. Weber and be told that the shelter is not operate for business because it’s not cold enough because then these people will

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just go to the nearest place they can find to bed down for that night and may be in the case of neighborhoods or commercial properties.

**Questions:** None

**Mr. Tefertiller:** I had spoke with the Chair prior and let him know that I have another meeting that I have to be at and the Planning Director, Mr. Wysocki can be available in my stead and if there are planning related questions both Peter and Amy should be able to answer questions.

**Questions:** None

**Applicant:**

Jean Turner, Community Relations and Special Events Director for the Salvation Army. This is a picture in case those of you have not been in the Winter Warming Shelter. What we provide there is a mat, basically a bed roll for the people to come in they provide them with breakfast. The Salvation Army stepped forward to help the community meet an urgent need of homelessness. We talked about a lot of numbers today, 1446 unique individuals served and I think sometimes we just look at these as numbers and so I am here to remind everyone here today that these are people's lives, these are not just numbers, these are people. This problem in the community is not any one agency as a problem, it's not the city's problem it us as humans and people, it's our problem to address. It is much greater need than we anticipated. On top of the 20 + thousand bed nights that we served in the 5 ½ month period the shelter was open we also served 65,000 bed nights last year at the RJ Montgomery Center Shelter and each night that shelter was accommodating an average 187 – 200 people.

This model last year, although not ideal, it was not the ideal location but it was very successful. We served vets and many others at the shelter. We saw several vets every night, some of them were reporting to RMHS (Rocky Mountain Human Services) and they did receive limited housing. Greg can address that he got vets nearly every day and that does meet one of the City's initiatives to help veterans in housing. Several did actually move into permanent housing.

One of the barriers was identified that keeps homeless people from seeking shelters is their companion pets. These pets are their family; they are their protection, so one of the things that we did at the shelter was we accommodated pets. We boarded up to 365 pets which was up to as many as 7 companion animals per night. So this was another element that helped get these people off the streets.

It was brought up that what happens to these people when they don't have a place to go? They die. Many people every year in Colorado Springs, it averages out to about 8 people a year actually die from the cold or they get fingers, toes amputated because of frostbite. So of the huge successes of the Salvation Army Cold Weather Shelter was there were no deaths to our knowledge. So that was one of the objectives was to save lives. Unfortunately there was one death on April 16<sup>th</sup>, the shelter closed on April 15<sup>th</sup>. April 16<sup>th</sup> was one of the worse winter storms and coldest days of the year in Colorado Springs and we had a death that night. So that is one of the reasons that we are asking that we extend the



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hours a little bit so we can accommodate those cold days. The shelter provided a place for firefighters and police to bring homeless people. When they had a complaint and people called they had a place to take them. Without this shelter the RJ Montgomery Shelter could only accommodate an additional 30 people during the cold winter nights on an emergency basis. This resulted in a decrease in emergency room visits and thousands of dollars of costs to these agencies when they had to take people to other places. We do not have the exact numbers on that but it did decrease costs

One of the things that we have touched on is some of the improvements and changes we are going to make. We have learned a lot. This need came up and we were able to handle it in a couple months. One of the things the Salvation Army does is shelter. We feed, shelter and restore people's lives. This is outside of our typical model. One of the things we wanted to do is extend the hours. It was 7 p.m. to 7a.m. and now proposing that we open it from 5 p.m. to 9 a.m. This will increase the likelihood in the morning that if they stay around a little longer we can get them into case management. We can get them to actually utilize other services and this will provide less time in the neighborhood. There have been some concerns in the neighborhood that people are loitering and lining up, their leaving at rush hour, things like that these hours will provide a better model to serve the homeless people. The operating phase needs to be extended because cold weather is unpredictable. The reason we need to have set days for the shelter rather than an emergency only that is only open on a cold night is because it is virtually impossible to staff a facility like that. How would you staff something of this magnitude if you only had it open in an on again off again basis? With set times it gives that stability for these homeless residents. If you ask a homeless person, they don't choose to be homeless and the reasons they are not going to the shelters is because they can't stay because they can't stay clean and sober or they haven't been invited in, in the past. So this shelter allows us to get them in the door so we can get them in case management, we can get them out of their current situation. Some of the improvements we are adding additional lighting to the facility, when you have light there is less likelihood that bad things will happen. There will be increased security which will include security cameras. We are trying to get them in the facility and around the facility which will decrease some of the concerns that we have. We are looking at putting up an admission window. Currently we open the doors, let them in and then screen them. If there was a reason they had to leave we had to let them go but this would allow us to say yes or no to actually letting them in the building first. We would expedite the admission process. Last year our staff did a phenomenal job of getting people in the door, they averaged 55 seconds per person, but that still takes several hours. So there will be people lined up on the sidewalk while they are being processed in. We are also adding a water fountain inside the facility. We are adding additional trash receptacles and providing monitoring of the trash. We will have additional staff.

The reason we are putting this off is we have to assess costs, procure the resources. The additional staff members will include a case manager, a security officer and one to two additional staff members. The Salvation Army has gone through the step up in to help the community to address this problem. Any questions?

**Questions for the Applicant?** None

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**Supporters of the item:**

**Micah Grant:** Vice President of the Lowell HOA and also co-director of the City of Colorado Springs and El Paso County Continuum of Care. You've heard from the experts and you will hear some complaints for the neighborhood. As a neighborhood representative I worked really hard with the Salvation Army to address the concerns from last year and I think you've seen those concerns today; the trash, the loitering. As a representative of the Lowell neighborhood association we are in support of this motion to extend the hours and time and extend it for another year. Feel Amy is doing a good job. We've got commitments from the Salvation Army and continuum of care is really working toward helping out in this effort. We know there is work to do within the next month. But ask for support. We want to get a hand up and not a hand out to folks. We are concerned about people about people out in the streets. If the shelter does close we will see an increase of camping in the neighborhood. There is still a lot of vacant ground in the Lowell neighborhood so tent camping is a huge problem and there is trash, things like that that we have to deal with on a daily basis. We would just prefer to approve the request.

**Member Hankin:** Is your association the author of the "We the resident of the Lowell neighborhood of Colorado Springs" letter.

**Micah Grant:** No that is coming from neighbors. Within Lowell there is a master association within the term of the entire neighborhood and then there are sub-associations that answer to the master association and follow those rules.

**Member Thomas:** Just a comment. It's impressive your master organization supported this effort. Thanks for your support

**Micah Grant:** Thank you. As you have heard this is a community wide issue. Not just a neighborhood issue or a Salvation issue. We need to resolve this issue. I think we made a big impact not supporting of this issue last year and grant there were huge problems with trash, loitering, things I talked about almost on a daily basis with the hours of operation. But those are being address now. From a continuum of care standpoint let me just address that quickly. We are working real hard as the board of directs of continuum of care to bring more low income housing into the community and that is city wide not just downtown. We are really working with developers, bankers trying to get that low income and get some transitional housing so that these people do have somewhere else to go rather than the shelter. Salvation Army and the Springs Rescue Mission have made great strides in the last year.

**Steve Saint,** I am the Associate Director of Pikes Peak Justice and Peace Commission. I am also here representing a new grassroots citizen's coalition to address affordable housing, PATH: Peoples Access to Homes. We are working in conjunction with the Independent Center and other grassroots organizations to help solve problem. Five years ago we had a series of forums in partnership with Catholic Charities at Springs Rescue Mission over at the Marion House at the height of the tent camping crisis. In those public forms we identified the need to have a second shelter. A shelter called a low bearing shelter which could help accommodate some people who did not fit into system. That was 5 years ago. As a community we ended up spending tens of thousands of dollars for paying for people to stay in a motel

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while they looked for work and improve their situation. The actual emergence of a long term 2<sup>nd</sup> shelter or a longer term housing solution is not come about over the last 5 years, but we are hopeful do to the continuum of care effort. We actually have had a community organization with members, I one of them, throughout the community, dedicated to strategic solution to move ahead so that next year we don't have to look at another quick conditional use permit. I would encourage you on behalf of Justice and Peace Commission, PATH and Continuum of Care to give this short term solution another year in the actual hope that the continuum of care effort will present a long term solution for afford housing.

On behalf of PATH, just want to say that our consensus that housing human right and rises to a level of selfishness or self interest. As a community to make sure all of our neighbors have what they need. We do not want to see anyone denied these things because of their situation. PATH is willing to work on creating a solution so that the concerns of the neighbors are heard and addressed and we can all have a consensus that we are moving ahead.

**Jennifer Bergstrom**, Urban Peak a street outreach caseworker. We are in support of this winter shelter. I do outreach case management out on the street every day. We work with individuals who are homeless within urban peak age range. Some of the clients that would come to Urban Peak when we are always at capacity, which is all the time, were 18 and up, so many stayed at winter shelter last year, which gave us an opportunity to meet them where they were at which was many times in the parking lot having their meal prior to entering the shelter.

**Susan Edmondson**, Downtown Partnership. We are also in support of request. We acknowledge that this a challenging situation and the status quo from last year is not what we are coming before you with today. Yes we had successes last year, lives were saved, people were sheltered but we know there are very very legitimate concerns by the neighbors and problems occurred. But is a willingness to improve the situation in 2015/2016. Concerns are not insignificant but not insurmountable. I appreciate efforts by Salvation Army and others to address concerns so the solution this next year will be smoother for everyone involved.

**Bob Use**, Springs Rescue Mission. There is a permanent long term plan being worked on. It's a multi faceted plan, there are many players and speakers and we continue to make progress. To not grant this is a significant step backwards. The concerns raised seem to be operational in nature and seem to be resolvable. I would hate to not get those operational problems resolved and then not do what needs to be done for a temporary bridge into a permanent solution. We are excited about what we are going to offer as a permanent solution. It's a community based effort not just Springs Rescue Mission so granting this additional year to continue one more year leads towards that permanent solution and we ask that you grant this extension.

**Member Guy**: how many beds do you anticipate to add permanently at Springs Rescue Mission?

**Bob Use**: 150 beds, currently 60 this year 11/1 to 4/15 and when the permanent shelter is ready would go to 150 every night year round.

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**Member Guy:** so there is still deficit.

**Bob Use:** 150 beds won't solve the whole problem so other players have to be involved, but 60 to 150 is a significant step.

**Member Hankins:** Last year when we were here in October, the solution is coming has been dangled in front of the Downtown Review Board just a bit. So how close is the solution, last year it was close and now back here again.

**Bob Use:** The plan is fairly along. A 150 shelter, a full scale day center that will include showers bathrooms, offices for partner agencies, such as: Aspen Point, Peak Vista, the VA who are on our campus right now. So those big facilities and we'll go from a 100 seat dining hall to a 200 seat dining hall, brand new kitchen facility, and triage welcome center to get people into the area of need to help them. We purchase 4 acre adjoining property, under contract with two additional buildings for the expansion. There are a lot of components to work through the development, under flood plain, issue that has to be resolved; it will take longer to complete, City is assisting as possible, orchestrate construction project, 8 full time programs already in place, not do this expansion and close down existing programming. I cannot tell exact time frame, cannot say that 150 beds will be up and running 2016, big shelter in 2017 as everything has to be worked out, timing and sequence has to happen, everything has to be funded. So as funding comes thru everything will be built in the right sequence and in the right order but the shelter is a big priority.

**Member Thomas:** I did not hear Catholic Charities are part of this effort.

**Springs Rescue Mission:** let me address it this way, there are scores of nonprofit and civic organizations that Springs Rescue Mission works with on a regular basis, Catholic Charities and Marion House are one of them. But not sure how all fit on future campus is unknown, some agencies there every day not but so the ones we have on our campus now will continue that. With regard to Catholic Charities that's probably more about food service. Right now we do a breakfast and dinner service and they do lunch. We will probably when we have a 200 seat dining hall go to full day food service. What that looks like is still to be determined. What Catholic Charities decides to do with that is up to them.

**Karey Boss:** Community Organizer at the Independent Center. The Independent Center exists to empower people who are living with disabilities. The disability population is more likely to experience homelessness than others without disabilities. Housing is a base line for everyone; we have a collective duty to protect those most vulnerable and that is why I am speaking in support of the proposal to open the doors of this emergency cold weather shelter again this year. This shelter is a small part of a long term solution to ending homelessness in our community. It fulfills a critical role to save lives during the coldest months of the year. I am also a member of PATH and we at PATH are committed to being part of the solution to help make sure that the concerns of the citizens are addressed. We attended the meeting on July 15 and we recognize that there are significant concerns in the Lowell neighbor. We got together as a group and drafted suggestions to mitigate concerns, suggestions sent to Salvation Army

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Major Larson and Aimee Cox. I didn't see them in the agenda so I wanted to provide you with a copy of those suggestions.

**Greg Schlotman:** Rocky Mountain Human Services, one of the Program Managers for the Homeless for all veterans program. I want to make 3 points in support of shelter. First it relates to the mayor's challenge to end veteran homelessness. A year ago the VA identified 56 communities across the US for some supplemental funding to support the national challenge to end veteran homelessness Colorado Springs was one of the cities identified. RMHS applied for that grant and we received some of that funding to the amount of \$3 million to address veteran homelessness. Mayor Bach accepted the challenge of the national initiative to end veteran homelessness and Mayor Suthers accepted that challenge when he took office. This is significant because veterans are over represented in the homeless population. But because as a community we establishing processes by ending veterans homelessness this year that will lead to in the coming months and coming years and then all homelessness in Colorado Springs. One of the pieces of that strategy is concept of functional zero. Functional zero means you have processes and resources in place to end homelessness and what we have defined in communities that are doing that, and the first piece of that is that no veteran is forced to live on the streets. In our definition we have said we are going to give veterans an opportunity to find shelter, because if we cannot find shelter for veterans we cannot put them in permanent housing. We have veterans on our street today that we have touched based with through our outreach but we lose contact with them because they are still wandering the streets. It takes time to get them into a program and an apartment. We have elderly veterans that have living on the streets for years in this community. But because we were able to put them in a shelter condition we had a good grip on them for a couple of weeks and got them on a positive path. It is difficult to understate the importance of having enough emergency shelter in this community which we know right now that we do not have but this warming shelter will let us do. If we are unable to have a shelter this fall we will not reach functional zero by the end of this year.

The second point a concept called housing first. In the past homeless services providers when they approached homeless people they wanted to address the issues that made housing unstable for them such as substance abuse, mental illness and chronic unemployment. Research has shown that over the past 15- 20 years that when you take someone who is homeless and you put a roof over their head first they now have the stability to address those barriers. So that housing first philosophy says how do you end homelessness you get somebody shelter and on to the path of permanent house you begin to address those barriers. So that first step from unsheltered to sheltered is a key piece in moving them forward into permanent housing.

Last point is each year we have what is called stand down for vet homelessness. We run over at the City Auditorium, this year it is on 20<sup>th</sup> of October. In our effort to reach functional zero by the end of this year we have that event to get vets off the streets and into shelter. If we do not have shelter to offer on October 20<sup>th</sup> we will effectively be spinning our wheels and repeating the process all over and not reach the goal of functional zero. It's difficult to understate the significance to have the shelter for this winter and for the plans in the community for the future to end homelessness in the community.

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**Rev Catherine Raily:** Associate Pastor at First Christian Church. I am in support for shelter because of humanitarian aid to be provided with shelter. I appreciate support from partners because this is a basic human right and need supporting neighbors in a crisis situation. Appreciate collaboration with partners and organization who are trying to make the city the way they want it to be. We also want to hear the neighbors who are impacted by the shelter and living around the shelter as well as the neighbors that are living in that shelter. We want to hear from the providers who are helping those at the shelter. So from the religious sector and clergy this is something we have been taught to help those in need and we offer our support of the shelter.

**Michael Hazard;** My statement included in packet. I have had to live at shelter. Charity cannot keep track of homeless people; charity has to come from everyone. It's an upside down world that people live in.

**Member Guy:** Are you still homeless.

**Michael Hazard:** By the county's definition, yes. But I am not under bridge; I live on grounds on home in Broadmoor. I am there out of the charity of property owner. The house is empty and so I am watching it for him.

**Member Guy:** Do you any prospects for permanent housing

**Michael Hazard:** The VA is working him. I am a Vietnam vet been on the streets for a while now and it's not easy to get off streets once there.

**Member Thomas:** What do we say to citizens that say the services we are providing attract homeless people?

**Michael Hazard:** That saying has been going around since the 60's. They said the same thing then. So maybe – maybe more homeless people will come to the Springs, I have no idea. In talking with folks today on the street and people are leaving because what will people do if the shelter doesn't open.

**Marie Small:** I am a member of PATH and concerned citizen and homeless air force vet with children. We lucky we were able to couch serve with a family. Marie reads statement: I am here to support the winter shelter. I am not homeless and not employed at the moment, but I have been there, the lowest condition of our neighbors is a common denominator no matter where are or where have been we can fall into the stigma of homelessness. Acknowledging homelessness and being faced with it walking past them at the bus I can't look them in the eye, because I do not have the ability to help them. I can't. But she Salvation Army and the Springs Rescue Mission can they have community involvement. Imagine being one of those people; homelessness represents the loss of everything we value. Any one of us could lose our jobs and be where those people are today. I ask that you approve this permit for the shelter.

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**Matt Parkhouse:** I am a registered nurse. I've observed number of meetings over the years and one of the few homeless providers that says that not every service should be in every neighborhood. Good neighbor agreements needed, if they state what their concerns are, the consequences attached and accountability and good role model for homeless as well accountability needs to be demanded of them as well. If mitigations are not achieved, they will their close doors and go away. With regard to accountability, in other communities around the nation they have what is called community case management. People would come into a town and found out they were homeless, they would tell them to go to this place and they would offer info to homeless, give them a card and how to get help and assistance they need. The card had an expiration date for city services. Once the card expired they had to see a case manager; so the message was, yes we will help you but you have to show action on your part too. If they got to know everyone in town needing services, the idea of waiting an hour and half waiting to simply flop on a mattress could be greatly speeded up if everyone had talked to case managers ahead of time. Whether people want to be homeless, some do most don't. I help start Harbor House for frequent flyers that show up at the emergency room. When we started Harbor House I was surprised that most of the people that signed up were in 30-40 and older. We did not get younger people. I was homeless when I out of army after Vietnam. It was a free lifestyle. At age 30 it's doable 40 and at 50 looking for an out. There are all kinds of homeless people, but you have to get to know them and not just put them on a mattress for the winter. There are a lot of agencies trying to get homeless off the street, but they are also a lot of the same agencies that are making being homeless attractive. I really would like see this shelter be start of a community conversation on accountability.

**CITIZENS IN OPPOSITION:**

**George Henderson:** I live in a condominium in the Lowell neighborhood. I moved here from New Orleans where I lost everything in Katrina. I've worked in the past with Scouts. I moved to the Lowell condominium in 2007. I don't bother with homeless. Shortly after moving into the Lowell neighborhood my car was stolen. My frustration is with bringing low income area. What is the vision for the downtown community? Does this shelter cause a hazard? On April 15 my car was broken into. We've had numerous break-ins. It's more than just a shelter; there is a community around the area. We were not notified this was going to happen and jammed down the throat of the neighborhood. Want to be part of the solution but who is reaching out to other partners. It does require mutual accountability. I have to leave now because we are moving out of the Lowell condos. We have been burglarized and this was to be our home but it's now and now it's run down. Please make the best everyone concerned.

**Lisa:** We found out on the 15<sup>th</sup> that there was the idea that there would be another year of the shelter. What is the community doing to organize to get community who are against this shelter being in their neighborhood again this year? They have gone door to door and have heard how hard it is for community and they received more opposition than realized. Paraphrase in the letter. We didn't welcome the idea of a homeless shelter. Yes we recognized the need. But there were more homeless than they realized. Having the homeless in our neighborhood caused loitering and congregating. They can shelter at night but in the daytime they are abandoned. People of 50-70 would gather together and wander around. We would see people dare others to jump in front of the cars. So what the right answer? I'm not sure, but the residences are terrified of what **will** happen. This is not a solution that

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works for the community. The trash – if we could take care of that that would be a coup. We don't like the personal items. When one person leaves, someone has to watch their stuff, others will do the same. They were able to break into cars and other areas. Property values have gone down. We have invested in this home. If we have a business and there are 7 people outside just standing around, people are scared to come into a business with them there. Many of the homeless have threatened people. What is the solution? We do not have confidence it will be managed better. Yes, it's good on the inside but not on the outside. We do not want days extended for the time of operation. The spirit from every person the community is a feeling of apathy especially from home owners. They will be victimized by the homeless. We do not want a 3<sup>rd</sup> year. Yes there are efforts are in place to expand but only Springs Rescue Mission has the means and plans. Even if shelters expand to full capacity there still will be a shortage. We do not see an end to this in our area. There is flight from this neighborhood because of this. This last year was very difficult. If the shelter is opened there needs to be much better management.

**Roxie.** I live and own in the Lowell Condos and Mike Grant does not speak for the neighborhood. I personally have to think there has to be some accountability for the city. The City said last year no loitering on Weber and yet it was allowed to happen the homeless were dispersed throughout neighborhood so it still happened. Businesses have given up trying to improve the homeless situation in the community. We're not talking about all the homeless we are talking about the vagrants. On April 15 my daughter's car was broken into and her boyfriend's a car was broken into – the same day the shelter closed. We pay high taxes for living in a special area. This has to be the last year. From what we have heard there does not seem to be a permanent solution until 2017. There has to be accountability. City will make promises and now they want it to be open 7 months. There were way more than 100 people in the shelter. There were only 3 bathrooms for 150 people. It would make sense that there was a port a potty because 3 bathrooms not enough for that amount of people. City will not ask permission and will only ask for forgiveness saying they were not prepared. You cannot manage this type of people.

**Jean Fry** – The elderly could be affected by the homeless. There is a huge problem of bed bugs among the homeless. They urinate and defecate everywhere. My grandson and I were walking in the neighborhood and he went to reach for something and it was feces. With the body fluids always around it can make people sick. Please consider others before approving this until it can be managed correctly. There is a lot of apathy in the neighborhood.

**REBUTTAL:**

**Amy Cox:** Let me assure you that the needs and concerns of neighborhood are being heard. This is not a city shelter. We are working to mitigate concerns. There were certain unknowns last year and we were basing the numbers from years. There were very serious problems last year and we are working hard to alleviate this. We know there was a lot of trash, security issues, loitering, and sitting on the sidewalks, which in of itself is not illegal but we are working with the police department as to what is the best way to address this issue. This is one of the key issues that we need more time to figure out how we address that issue. The city will work with all shelters to develop community shelter plan provides for both day and night. We came last year for with the plan for 2 years, that is what we committed to



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and that is what we want to see. We have not started any discussions that we are going to have this for a 3<sup>rd</sup> year but that doesn't mean that something might present but the need might not be so great that we would come back as ask for that but at the present time that is absolutely not what we are working towards. We are working with Salvation Army, HIMS and Pikes Peak United Way on how to develop a card system to process people more quickly. From the City we're vesting more of our resources to be the point of contact to try and facilitate resolving these operational issues and we are partnering with Salvation Army to make this happen.

**Member Marchio:** Are you going to be working with neighborhood at all. You talk about working with the providers but are you going to get together with the neighborhoods?

**Amy:** Per the condition last year, if we were going to come back and request another year we had to come back in August. That time frame was difficult to put everything together. We had the public meeting only 2 weeks ago. The next step is to sit down with the neighborhood; we have a number of issues. Salvation Army has come forward with some possible solutions. We were not fully aware of problems from last year. That neighborhood has a number of association and we were not reaching out last year as effectively as should have. We understand the neighborhood associations more and so we should have a better relationship this year.

**Salvation Army, Jean Turner:** We are aware of the issues that were brought up by the neighborhood and we will be doing everything within our power to address and resolve these issues. But a lot of them will come down to resources. Ideally if we had all the money at our disposal would not be an issue but we are addressing them, we are doing our very best, and we understand the concerns of the neighborhood. You can be confident that the Salvation Army has a very good reputation for feeding, sheltering, restoring lives and that we are one of the best stewards of money and one of the best resources to do this in the city. We are taking this seriously and taking the concerns of the neighbors seriously and we will do everything in our power to resolve them.

#### **DECISION OF THE PLANNING COMMISSION**

**Member Hankin:** The City has asked us to continue just to get some more information until Sept 2 meeting. However, we do have the ability to render a decision today and plenty of testimony to render a decision today but I would like to have some discussion to that and any thoughts right now. First as for the continuance and if can say right quick, Ms. Penhaven, as far as the number of people we had more supporters than those opposed, but we have had plenty of comment and emails and letters and rest assured outside of this area. We have a lot of information.

**Member Guy:** After hearing from everyone I think there is great concern from the neighborhood and it's advisable to postpone and to have the City and Salvation Army to work with the residence of this neighbor to come up with some type of solution. We will be here in a month and if they don't have a resolution then we'll hear from the neighborhood again and we'll make determinations at that board

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meeting as to whether or not it should be allowed or not allowed. So, I advise we postpone and give all opportunity to put concerns to rest.

**Member Robertson:** I agree with Mr. Guy. I see some kind of a disconnect on the outside. I think Salvation Army does a great job when they get in there and I think the neighborhood would like to see more things on the outside – i.e., trash receptacles, cleaning up, somehow whether they hire private security or CSPD to find ways to keep people from loitering at least on the public right of ways. In the back of the building there is a huge parking lot. They could be put back there; I think that would be a great idea. I really like the idea of a good neighbor to agreement that the neighbors, the city and the Salvation Army could sign and have this to use next month and then everyone can be held accountable

**Member Briggs:** I agree with Mr. Robertson. The crux of the issue is: Is this causing substantial injury to neighborhood? And how you define substantial is hard to say but clearly it is providing some injury to the neighborhood. Yes it's a community and obligation to provide this but it's a hard thing to ask this of the same neighborhood year after year. I am glad to hear that it's not in the plan to do it next year, but I agree there not a strong road map to not be in the same situation next year and if another emergency shelter is needed that it not be in the same community. We need another piece of the city that can shoulder this responsibility. Salvation Army has a lot they can do and some of the suggestions from the PATH group seemed smart to me, but there is only some much you can do and there will be negative impacts to the community that are hard to do anything about. We need a clear agreement that has accountability and the neighborhood is not strung along.

**Member Marchio:** I concur also but for me as a board member I need to make sure that the findings can be met and I have difficulty saying the first one has been met, injury to the neighborhood. So I agree to postpone. I am looking forward to you getting together and coming up with a plan that we can look at so I can make a finding that doesn't injure the neighborhood.

**Member Coppedge:** I also agree to postpone. I spent a lot of time with at the Springs Rescue Mission and so I see the need, but I am empathic to neighborhood. The Lowell neighborhood is one that a lot of us have been cheering for, for a long time. The Lowell neighborhood is a pioneer to the city; it brought housing to downtown and I am disappointed of the struggles of people that did that and that I think that this is what are to be doing not just in neighborhood but also for the long term economic development in this community and that they are having some many struggles and people are moving out. At the same time it's unacceptable for people to die of hyperthermia in Colorado Springs. We want to encourage the two sides, but it's not really two sides because out of the Lowell people I don't see a side that hate the folks that are coming into the shelter, I see neighborhood that says I can't lose any more value on my home before I have to sell or I can't run a business here. We want a solution that shows this will work and we have a month to prove this is going to work and I sincerely hope that can happen. I've watched how things in the past went away due to not working well together

**Member Thomas:** I agree with what everyone has said. Any it's a tall task to do this in a month do you want to comment on how you plan to proceed and maybe we can agree to a process right now. But I'd

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be interested to see – We’re talking about big issues – so I just wanted to see about the time frame and if it’s realistic and what the game plan is?

**AMY:** It’s a tall order but a lot of these issues can be with more staff, additional trash pick up. Big ones are people cueing up early and where people line up. There are pros and cons for all options. It would be my intentions to sit down with the neighborhood. I have a couple of representatives to talk with – all the parties are here now so we can match calendars and meet; go over the concerns and weigh the pros and cons of each option. I know the Salvation Army is working with a budget for staff so they will what it is going to cost us. I really believe that in a couple of weeks we can get back with the neighborhood and say this is what we are proposing. I don’t know if it will answer all of the questions, if it will mitigate all of the concerns but we will do our best to do that.

**Member Thomas:** Best of Luck Amy because you are really going to have to be on a tight time table to make it happen.

**Member Hankin:** I have a quick question for Ms. Turner. Is that a viable time from for a timetable for a budget for the Salvation Army

**Salvation Army, Jean Turner:** Yes. A lot of these issues are already in the work. We already developed the budget and will have numbers next week or so. We know it boils down to cost and resources. We are already addressing those and we will be training our staff. We recognize that changes need to be made. We’ve been working on this since April 15. As Amy said we are working on scan card system that will help with the coming in, so a lot of these things are in the works

**Member Hankins:** Last year I recollect that it was a last minute thing where we were dealing with the huge possibility of people dying the next day if we didn’t approve this, at least it felt that it was an insurmountable task. I am sympathetic to that card if anyone had the ability to save a life by sacrificing something, I am sure they would do it. I also see the other side. There promises made last year and they were broken, not on purpose as can’t predict this. But there are huge issues that have been brought up here. To ask, again, just a certain community to shoulder all these things seems asinine when they are already paying a higher tax or tariff. We’ve gotten all the comments, we want to take care of the unsheltered people and we don’t want them to freeze but there are two side of the issue; those that are being helped and those that are shouldering that burden, its impractical. The issue is much larger than this shelter and this location. This issue needs to be looked at not just as a city level but a county and national level and when we come back on 9-2; it going to be a different presentation than what we had today because right now, I want to assure everyone, that we have heard you, the supporters and opponents. We probably not heard too much repetitive information; I would be very intent on hearing some hard solutions. The plans, the budget, perhaps something even specific, and I realize this is a fairly short time frame but you’ve had since last October, so it really isn’t just one month. I would keen to see specific solutions address specific concerns know that we cannot cover everything. We need to reassure stakeholders, that there is a clear path of communication and if there is a breach of this trust whether it be the good neighborhood person agreement, a person to call something like that.

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Right now I am looking at my criteria to approve something like this and I am held to surrounding neighborhood, the intent of the zone code and in harmony with the comprehensive plan and I am struggling with it. However, I do not want people dying on our streets, I don't want frostbite, I want there to be a community action, I want there to be the opportunity for homeless veterans or anyone to just start the process to have a roof over their head.

So if it's alright I would like to hear any motions to postpone this item to the Sept 2 meeting.

Motion Moved by Board Member Guy to postpone the item until the next Downtown Review Board Meeting, September 2, 2015. Member Robertson seconded the motion. Motion carries 9-0.

**Member Hankin:** We reassure the public we will just try to hear only new information next month, but that we have heard you. The City Attorney has a quick instruction for us.

**Attorney:** Since this a quasi-judicial item I am going to ask that you avoid conversations outside of the hearing, or doing additional research in the meantime so that we can all be on the same page at the next hearing and that everyone has received the same information.

**WORK SESSION:**

**Sara Harris:** I wanted to give you an update of the Image Downtown Master Plan. Some are more aware than others of this project. Background: In 1990 The Downtown Action Plan was commenced. There was a committee of about 22 citizens that were active and passionate about downtown and this set the stage for downtown of the future and what we wanted the downtown to be. There was work that went on and lots of planning and the key elements that came out of that was parking, traffic circulation, the pedestrian environment, bicycles paths, the park ring, housing, neighborhood, public places and historic preservation. There great movement and great projects that have happened as result of the Downtown action Plan setting that vision. In 2007 the Downtown Action Plan, there were over 400 stakeholders and over 4,000 volunteers hours that helped to refine that vision. In 2009 we got the Image Downtown Plan which became the plan for the Downtown Development Authority. Then we have the Image Downtown Master Plan which is really what we are talking about today which is the land use plan for downtown. It is what is used to make land use in the downtown area, i.e. Form-Based Code, Downtown Development Authority, Downtown Review Board; it all culminates together in 2009. I will read what is stated exactly with regard to the plan: This is plan is to be forward thinking and flexible. It should spur investment, put more people on the street through residential growth, strengthen the role that downtown plays in economic health of the region, provide diverse entertainment, arts and cultural opportunities, foster a sense of place in the pedestrian scale, preserve our rich history, promote sustainability and create an urban environment that equals the unique and beautiful natural setting of Colorado Springs. This is a great vision for our downtown. Putting the vision into some context, in February 2015, the board of the Downtown Development Authority wanted to move forward with facilitating with putting some tactical items in Imagine Downtown Plan facilitating

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and updating the Imagine Downtown Master Plan. So the vision can be executed into the physical environment. In 2009 plan was during the middle of the recession and the plan just didn't reflect the market reality. It was a great plan it just didn't have some of the tactics in place that we need to execute upon that vision and that is what we are looking to do. So as we move into updating this plan we have a couple of primary goals. Those goals consist of furthering the vision and update with specific tactics, and the addition of chapters on public spaces and access and mobility, we are specifically adding a chapter to parks, trails and waterways, as well as mobility, focusing a lot more on cycling within downtown as well as the pedestrian environment. We are also developing a market base approach – look at market based action and tools to implement the vision of Imagine Downtown. We have some great tools in place but we want to be sure that we are keeping up with the times and making sure that the tools that we have are still applicable and still working for use and we assess and changing and keeping up. Integrating the findings of numerous community plans and creating tactics for implementation ex. The Parks Master Plan; we want to make sure that the goals in the Park Master Plan are integrated into our plan. Anything that relates to downtown, any of the plans out there, we want to make sure that applying that to downtown and what is needed to be sure that those goals get implemented; producing compelling material that highlights investment of opportunities of downtown Colorado Springs. We are actively working with the planning department and parks and public works all serving on our project management team. We have brought on 2 consultants; MIG as our master plan consultants and Puma Progress Urban Management Associates – as our strategic consultant and they have sub-consultants.

We are taking existing plan including the Image Downtown Master Plan and taking that vision and funneling it down to several different phases. Phase 1: the actual master plan update, market assessment; Phase 2: white paper that will serve as an internal document that will allow us have some tactics and strategies to actually implement the plan and the vision coming into the physical form.

In phase 1 we will be diving deeply into the master plan afterwards coming up with detail actions as well as coming up with a development tool kit which will be used for marketing purposes to help bring investment into downtown and have something that is compelling and visual and based in maps

PMT- Project Management Team – this is our lead team that generates content, reviews all the materials. We have city staff represented on that team as well as Downtown Review Authority and our consultants. It's a fairly small team.

TAC – Technical Advisory Committee, which we have assembled a group that represents lots of different groups in the community. Many groups as well as the city that can add their expertise to review these plans and add their technical expertise as to what is needed to be updated

Civic Leadership – this board, City Council, parks board, city staff.

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We want to keep you all informed of the process and what is going on. That this is still a public plan that is representative of a broader community. So we will have the opportunity to view those final drafts and making recommendations and decisions.

Leadership will grow with us. We are doing a, community engagement process that consists of a variety of different focus groups, interviews with individual property owners downtown, different stakeholder groups review plans. But a key part is reviewing the existing plan. We are taking a lot of time to go through every single plan that has been done since 2009, and making we are taking all the recommendations for downtown and getting that into the plan and making sure that it really reflects everyone's recommendation from all the plans.

This is truly market based. We have a market assessment that is being done. We have been collecting data for a couple of years and a good amount of data and this market will truly be based in what the reality is today as well as for the next 10-15 years.

So just to overview the process; we kicked off in July with our Tactical Advisory Meeting, had a couple of interviews with stakeholder groups, primarily collecting data. We are starting to get the word out and we are really jumping into that phase now of keeping people informed and doing focus groups

We are on a fast track and we want plan submitted by January 2017. We hope to have our first draft to be reviewed by the end of January 2017 and we will move very quickly on that. I will keep you informed on the process. I am available at any time if you have questions.

We do have a downtown a tentative Downtown Review Board work session that we would like to facilitate with you all and the Planning Commission. I will coordinate with Mr. Wysocki on that sometime in October

**Member Coppedge:** It's about time because it's greatly needed

**Member Guy:** how will it affect this board, and Form Based Code moving into the future.

**Sara Harris:** We have our consultants to look at the code and doing almost a micro code scrub of the Form Based Code; looking at some of the glaring issues and some making recommendations around that. The Master Plan forms vision for downtown so decision have to be made within the context of the vision and reflective of that vision. That vision is not going to change. We are still going to be perusing goals for downtown but I think this board may have to be looking at projects in a slightly different light. This will bring more tools and strategies of how do we get the projects we want. You get projects now and it's approve/disapprove so it's a little bit reactive. We want to be proactive.

**Member Thomas:** how does this Chris Jenkins Southwest Downtown planning frame work? Is that a part of this

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Meeting Minutes**

**Sara Harris:** It is a separate plan; private plan they conducted; we are in conversations with them. It will be incredibly important and integral to make sure that we get that right. That this plan is account for the plans for that area and because the area has not developed yet it we have the perfect timing. To look at from both their private perspective and what their properties may become, what the Olympic Museum is going to do, that is a huge part of this and how impactful is the museum going to be and what the framework in that area. So we are taking a slightly different view on it in the context of the broader downtown and not just a narrow look at one area.

**Member Thomas:** So they are talking with you, it's being coordinated

**Sara Harris:** Absolutely

**Member Coppedge:** As you know that there has discussion for changing the boundaries for the different entities, is that a part of the discussion.

**Sara Harris:** Not specifically. The existing Downtown Master Plan touches outside areas out of the DDA's district boundaries so that something we will kind of have to consider and take a look at that so that it's still reflective and appropriate. It won't be specifically asking the question should boundaries be expanded but should it come up in the process then it will be explored. And the DDA did just expand its boundaries.

**Member Coppedge:** The only thing I would say is do a doodle pole about that Oct meeting

**Sara Harris;** I can get that out to you and I think the plan was that it would fit into one or the other's meeting.

Adjourn: 11:25