

# Village Center Conceptual Plan

Cherry Hills Village

December 23, 2009

Final Draft





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### EXECUTIVE SUMMARY

The City Council of the City of Cherry Hills Village has considered the topic of redevelopment of the Village Center campus in the past, through the presentation of various proposals and plans. The Council recognized that there is a need for improvements to the Village Center campus and to increase the functionality, efficiency and to better meet the needs of the City and the services it provides.

The City of Cherry Hills Village's Village Center site houses and supports a variety of City services including Police, Public Works, City Administration, Municipal Court and Community Development. In addition to the City departments, South Metro Fire Rescue (SMFR) has maintained a station at this location that services the needs of the residents of the City. In addition, the site is adjacent to John Meade Park and Cherry Hills Village Elementary School, making it an ideal community gathering place for City residents and visitors alike.

Several planning processes have been undertaken prior to this effort. The documents and information provided for the past planning efforts associated with the Village Center were reviewed by the consultant team in order to gain a thorough understanding of community desires, needs and priorities. The following documents were reviewed during the process:

1. The Cherry Hills Village Municipal Code
2. The 2008 Cherry Hills Village Master Plan (including Appendices A, B and C)
3. The 2008 Open Space, Parks, Trails and Recreation Master Plan
4. The Vision for Parks, Trails, Recreation, Historic Preservation and Open Space prepared by the Blue Ribbon Panel in 2005
5. The City of Cherry Hills Village - Village Center Final Program Verification 2005

The planning process used in the creation of the Cherry Hills Village, Village Center - Final Conceptual Plan consisted of several phases that included the following:

- Site Inventory and Assessment
- Community Input Process
- Architectural Character and Placemaking

- Preliminary Conceptual Plans
- Final Conceptual Plan and Approvals

During the early stages of the project, the consultant team worked with City representatives, key staff and elected officials to identify goals and objectives for this project. These goals and objectives were developed based on input from City staff, review of related planning efforts and the feedback that the team received throughout the public outreach process. The goals and objectives have been organized into the following categories:

- Site – Context, Location and Topography
- Drainage and Floodplain
- Utilities
- Transportation
- Access and Parking
- Building Architecture and Facilities
- Placemaking
- Parks and Open Space

Optimizing the redevelopment of the Municipal campus is a top priority for this project. In order to achieve this outcome successfully, the team evaluated the existing site conditions and the City's needs. Minimizing the need to relocate utilities, phasing of the project to minimize work disruption and providing safe, convenient access for citizens, staff and operations were top priorities. In addition, providing improved community services facilities was also considered.

Phasing of the project was also an important factor. The final conceptual plan developed for the site considered the need for City operations to remain functional with minimum work disruption during construction. A preliminary phasing concept was developed during the process that addressed the following order of priorities:

1. Fire/Police/Emergency Services
2. Public Works
3. Administration Services

A range of public input methods were incorporated into the planning process. Various forms of public input were intended to engage a broad group of residents and included the following:

1. Meetings with City Staff and South Metro Fire Rescue
2. Meetings with Focus Groups
3. Meetings with Stakeholder Groups
4. Community Survey
5. A Public Workshop
6. A Community Open House

As part of the public input process, architectural character and preferences were discussed, along with the concept of placemaking. Placemaking strives to define the character of the Village Center beyond the basic building and site design; providing a clear definition of the interaction of the architectural forms, landscape, circulation, with the inherent character of the site, both historically and in the future, and how the Village Center retains, clarifies and further defines the essence of Cherry Hills Village. The new conceptual plan accentuates and strengthens the relationship between the buildings and John Meade Park, the surrounding open space and the adjacent trail connections while celebrating the pastoral and rural nature of Cherry Hills Village.

Three conceptual plans were developed for the Village Center based on the site inventory and assessment, the goals and objectives, input from staff and the feedback that the team received during the community input process. In addition, the previous planning efforts related to this project and associated documents and information provided by the City were also considered.

The plans were developed to provide a variety of options to choose from regarding a number of the key concerns that were discussed throughout the community input process including the location of Public Works, addressing the desire for more active uses to be included in the park, the desire to have a community room available for public use and the circulation, traffic and parking concerns associated with the Village Center, Cherry Hills Village Elementary School, as well as the intersection of E. Quincy Avenue and S. University Boulevard. These plans were presented at the Community Open House and the input received at the meeting, as well as the information from the survey, were utilized to develop the final conceptual plan for the Village Center. The final conceptual plan also integrates community input and the preferred design elements from each of the preliminary concept plans A, B and C.

The final conceptual plan includes a combined facility for the SMFR station and the City Police station. Also integrated into the final conceptual plan was the relocation of the Public Works materials and storage to an off-site location, while maintaining the Public Works offices and a few essential vehicles on-site. As a result, the area that once housed the Public Works yard has been integrated into John Meade Park, significantly increasing the parks and open space in the new Village Center. The overall building layout for the entire campus opens up views into the site, allows the existing utility corridor located in Meade Lane to remain, and creates ample area for the creation of a “Village Green” and amphitheater. The final conceptual plan approach allows the project to be phased, which was important to the City and enables services to remain functional during construction.

Phasing of the plan was a critical consideration during the conceptual planning process. This first phase of the project would include the new SMFR station, City Police station and the Community Room/Court Room/Council Chambers. A sub-phase to this initial phase may include the Public Works office relocation if this component is feasible. The second phase would include the construction of the new Administration Building along with the western portion of the loop, visitor parking, community plaza, Village Green and additional park improvements.

A comprehensive preliminary cost estimate for the final conceptual plan has been developed. The cost estimate is broken down into the two anticipated phases. As the plan is developed further, cost estimates should be updated to reflect costs as the project moves forward.

Recommendations were developed to guide the City through facilitation and implementation of the final conceptual plan. There were a number of important items discovered during the planning process that require further exploration and investigation by the City in order to continue to move this project forward to the design and construction phase. Recommendations include establishment of several specific task forces that would analyze building design and construction, Public Works relocation and further programming of John Meade Park.

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# Introduction





## 1.0 INTRODUCTION

### 1.1 Purpose and Vision

The City of Cherry Hills Village, Colorado is located in northwest Arapahoe County and is bounded on the north and east by the City and County of Denver to the west and north by the City of Englewood and to the south by the City of Greenwood Village. With a population estimated at 6,290 residents based on 2007 projections, the City is approximately 6½ square miles in total land area. The community consists primarily of residential uses.

In an effort to study the functionality and efficiency of the City of Cherry Hills Village's Village Center, the City solicited proposals from qualified design professionals to prepare a conceptual plan for the possible redevelopment of the Village Center. The current site houses and supports Police, Public Works, City Administration, Municipal Court and Community Development. In addition to the City departments, South Metro Fire Rescue (SMFR) has maintained a station at this location that services the needs of the residents of the City. SMFR is not a part of the City function, but rather a Title 32 Special District. The City is currently coordinating with SMFR to construct a new fire station on this site. The site is also immediately adjacent to John Meade Park and the Greenwood Gulch drainage channel.

The City Council of the City of Cherry Hills Village has considered the topic of redevelopment of the Village Center campus in the past, through the presentation of various proposals and plans. The Council recognized that there is a need for improvements to the Village Center campus and to better meet the needs of the City and the services it provides. As a result, the Citizen's City Center Committee (CCCC) was formed.

The CCCC, all of whom were residents of the City, were appointed by City Council in June 2006, and were charged with reviewing all past plans and information for this project in order to formulate a new strategy for possible redevelopment options for the site. A few of the key recommendations in their report included the following:



*Existing sign for the Village Center*

- Phasing the construction of the new facilities over time, so that the current buildings can continue to be used for City staff and services until such time as new facilities can be funded and constructed.
- Consider a joint public safety building for both South Metro Fire Rescue (SMFR) and Cherry Hills Village Police.
- Explore and evaluate the potential for relocating the Public Works Department outside of the Village Center and possibly even outside of the City of Cherry Hills Village.
- Reconfigure the site plan to help address issues such as the floodplain, utility relocation and to limit the need for additional fill for the site.

The conceptual plan for the Village Center began in June 2009 and was a six month planning effort to develop a new plan that addressed the needs of the City and SMFR while considering the recommendations of the CCCC report. The following report will summarize findings and provide recommendations to the City in regard to the implementation for the redevelopment of the Village Center.



### 1.2 Success Factors

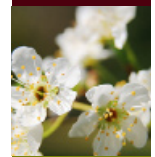
The goal of this conceptual plan is to address the City's desire to optimize the redevelopment of its Municipal campus. The key elements of the CCCC report that will be explored through this document are: cost, land utilization, minimum work disruption, possible relocation, functional sharing, improvements of community services and parking. Ultimately, this conceptual plan will:

1. Evaluate how the proposed Village Center campus will interface with the adjacent properties and land uses, including John Meade Park and the existing residential properties directly adjacent to the site.
2. Provide recommendations related to building needs utilizing a previously completed Space Needs Analysis.
3. Provide recommendations for the layout and location of proposed structures on the campus, including buildings, driveways and parking areas.
4. Propose logical and cost effective phasing of the redevelopment.
5. Explore the possibility of combining functions to maximize economy and efficiency, including integrating SMFR into a shared facility with the Village Center.
6. Re-evaluate grading, utilities and other engineering items.
7. Provide recommendations regarding the Public Works operations location.
8. Provide a preliminary cost estimate for the development of the first phase of the project.

The following report describes the site in detail and the project methodology used to develop the report recommendations. In addition, a summary of community participation and input including programmatic survey results and architectural character preferences are included. Based on this information and outreach efforts with the public, several conceptual plan alternatives were developed and further refined to a final conceptual plan option. A strategic phasing plan that includes preliminary cost information based on the proposed recommendations is also provided.



# Project Methodology





## 2.0 PROJECT METHODOLOGY

The planning process used in the creation of the Cherry Hills Village, Village Center - Final Conceptual Plan consisted of several phases that included the following:

### *Site Inventory and Assessment*

Prior to initiating the design process, the team gained a comprehensive understanding of the existing conditions, opportunities and constraints that the site presents by gathering and reviewing all available data pertaining to the site and surrounding neighborhood. The team reviewed previously prepared information, spoke with City of Cherry Hills Village staff members and other stakeholders and physically walked the site to evaluate the existing programs, facilities and resources of the Village Center

### *Community Input Process*

The team facilitated meetings with staff, focus groups, and stakeholders, and held an open house and public workshop to obtain input and share initial design and programming ideas. These meetings provided an interactive forum where attendees were encouraged to share their ideas and feedback. The information collected at these meetings via group activities, facilitated discussion, comment cards, visual preference surveys and open discussions was gathered and formulated into a narrative summary that was shared with elected officials and staff. Community input meetings provided the team with pertinent information on the needs of the stakeholders to be addressed through the conceptual plan design effort. The Community Input Process also helped to build consensus, support and agreement on the project.

### *Architectural Character and Placemaking*

Creating the “big idea” for the Village Center early in the design process was important and allowed the team to begin weaving the vision through architectural character, landscape and engineering solutions. Together, these elements create a sense of place with a distinct identity that incorporates the history and culture of Cherry Hills Village.

### *Preliminary Conceptual Plans*

The team developed three preliminary conceptual designs for the Village Center site, incorporating the information gathered during the site inventory and assessment, community input process and architectural character and placemaking tasks. The following critical components were included in the preliminary design process:

- Campus design and layout including building forms, driveways, circulation and parking areas
- Functional building sharing including coordination with South Metro Fire Rescue Authority (SMFR)
- Site operations including Public Works functions
- Site engineering including grading, utilities and drainage
- Adjacent homes, properties, parks and land uses
- Phasing including, public safety, public works and administration

The preliminary alternatives were presented at a community open house to gain feedback which was incorporated and refined into a single preferred alternative final conceptual plan.

### *Final Conceptual Plan and Approvals*

The final conceptual plan includes both a narrative and a plan graphic that summarizes the design process and guides the City through the implementation of the plan. The plan incorporates recommendations including, but not limited to the following components:

- Campus Site Design
- Building Layout
- Infrastructure Needs: Utilities, Drainage, Transportation
- Parks and Open Space
- Traffic, Circulation and Parking
- Architectural Character and Placemaking
- Phasing
- Cost Estimate

### 2.1 Related Planning Efforts and Integration

The documents and information provided for past planning efforts associated with the Village Center were reviewed by the consultant team. In addition, information from the CCCC, the Residential Development Standards Committee and the Parks, Trails and Recreation Commission were considered. Also included in the review were the following documents:

1. The Cherry Hills Village Municipal Code
2. The 2008 Cherry Hills Village Master Plan (including Appendices A, B and C)
3. The 2008 Open Space, Parks, Trails and Recreation Master Plan
4. The Vision for Parks, Trails, Recreation, Historic Preservation and Open Space prepared by the Blue Ribbon Panel in 2005
5. The City of Cherry Hills Village - Village Center Final Program Verification 2005

This information was considered as the team developed goals and objectives for the project.

Two key projects that were integrated into this planning effort include the CCCC Report and Recommendations as well as the recommendations provided by the Blue Ribbon Panel. As noted previously, the CCCC report focused specifically on formulating a new strategy for possible redevelopment of the site to address the needs of the City. There were a number of recommendations that resulted from their efforts. These recommendations were an important building block in the development of the final conceptual plan. In the following paragraphs, recommendations from the CCCC report are included and highlighted in pink, along with the way in which the recommendations were addressed in the final conceptual plan for the Village Center.

**Recommendation #1:** *That the programmatic needs outlined in the most recent Davis Partnership program be adopted as the building program for all new facilities.*

The building program previously developed was evaluated and was modified to address conditions that had changed since the program was developed in 2005. The final conceptual plan is in conformance with the spaces and sizes originally programmed

for the Administration Building, however, the Police and Court/Chamber uses, as well as their associated support spaces, are located in conjunction with the SMFR facility and Public Works facilities, separate from the City staff functions. As a result, additional space has been allocated to the Police/SMFR building to accommodate required circulation and public space including the entrance and public restrooms. Space for covered vehicle storage for City Police vehicles including motorcycles, trailer, and ATV, has been provided in conjunction with the sally port; only covered motorcycle storage was provided for in the original program. The program summary is included in the appendix.

Space allocation for City staff and administration is in accordance with the original program. The spaces and sizes assigned in the final conceptual plan for the Public Works facility are consistent with the original program, however, the space designated for vehicle high-bay garage has been reduced from 3-bays to 2-bays, with the understanding that the off-season equipment, along with the bulk of the yard storage, may be stored off-site in a location to be determined.

**Recommendation #2:** *That the current buildings continue to be used for village staff and services until such time that new facilities be constructed, then the current buildings should be torn down and replaced with parking and open space; see Recommendation #5.*

The proposed phasing for the project addresses this recommendation. Please see Section 7 Phasing for detailed information.

**Recommendation #3:** *The Committee has concluded that it would be advisable to locate the public works portion of proposed Village Center to a nearby site that is more industrial in scope. This would allow for a less congested, more appropriate design of the Village Center and create additional open space through an expansion of John Meade Park that would be in keeping with the baseline themes and recommendations made by the Blue Ribbon Panel. While most Public Works equipment and material would be based at a new location, some facility could remain for activities such as snow plow deployment and housing seasonal equipment such as trail mowers.*

The final conceptual plan includes locating a portion of the Public Works Department on-site and includes a 2-bay garage and office space. The garage would

accommodate equipment to allow the City to address the needs of the community quickly. The balance of the equipment and material storage may be moved off-site to a location that will be determined in the future. See Section 7 for further details.

**Recommendation #4 (In part):** *That the Council makes every attempt to combine the facilities of the SMFR and the CHV police and locate these new facilities adjacent to Quincy Street.*

The final conceptual plan provides for a combined SMFR station and City Police facility which are located adjacent to East Quincy Avenue. See Section 7 for further details.

**Recommendation #5A Site Planning:** *The Committee recommends the following:*

*a. That the utility corridor that currently exists, remain in place and the new development work around its location.*

The utility corridor has been maintained in its current location.

*b. That Meade Lane is eliminated from the Village Center property and a cul-de-sac be built to allow access to all privately held properties to the south of the Village Center. Emergency access to the Village Center from the cul-de-sac needs to be considered. Land that would have gone to the roadway is used for building development.*

Meade Lane has been redesigned and is now proposed as a loop drive. See Section 7 for further details.

*c. That the land closest to Quincy Avenue be used for building of a new Village Center and the SMFR building.*

The SMFR station is located as a primary anchor in the Village Center adjacent to E. Quincy Ave. See Section 7 for further details.

*d. That as noted in Recommendation #3, the Public Works Department be relocated to another site.*

Refer to response for Recommendation #3.

*e. That floodplain mitigation is limited as much as possible and that parking or paved areas be permitted to exist in floodplain as is allowed by code.*

The final conceptual plan has been developed and phased in order to limit floodplain mitigation. Some modifications to the floodplain will need to be made that will require FEMA and City approvals.

*f. That as much opens space as possible be preserved for the use of CHV residents.*

The proposed design for the new Village Center, at full build out, will increase the amount of overall open space and will pull the buildings away from John Meade Park to maximize open space.

*g. That a "campus" concept, including the Cherry Hills Elementary School be developed to include the new Village Center, the fire department and outdoor spaces for residents so that the area feels like a "Center" for the community.*

A campus concept was developed for the final conceptual plan. Pedestrian connectivity to Cherry Hills Village Elementary School has been enhanced and includes a raised table pedestrian crossing. Parking for the Village Center has also been increased and provides shared parking opportunities. A Village Green and Community Plaza have been incorporated into the design that will allow for a variety of civic events and community gathering opportunities.

**Recommendation #5B Design Concepts and Styles (in part):** *The "architectural style" of the building proposed in the 2005 Schematic Designs prepared by Davis Partnership, seemed a blend of contemporary design, economical detailing and traditional materials. The forms and arrangement of the building components while functional did create a number of unusual shapes which may have added to final budget. Simplicity in form and detail should be considered while continuing to express the stability, dignity and graciousness of Cherry Hills Village.*

Architectural preferences were explored during the many meetings with residents. The results of the input garnered during this process are included in Section 5.



*Recommendation #6: The following are areas the Committee sees as possible cost reductions. The amount of savings however should be determined by the constructing team:*

- a. Leave existing utilities in their present placement on site.
- b. Eliminate the cost of a roadway from Quincy to the south end of the property, but add the cost of a cul-de-sac.
- c. Reduce the amount of floodplain mitigation.
- d. Share police and fire functions to reduce that number of SF required for construction.
- e. Design the buildings to allow the continued use of the existing buildings through construction.
- f. Purchase or lease land outside of CHV for Public Works. Build PW buildings with more utilitarian materials and forms than would be required in the heart of the village.
- g. Renegotiate the agreement with SMFR to obtain a larger contribution for their use of prime land that cost the village \$1,320,000 to acquire.

The final conceptual plan allows for the utility corridor to remain in its existing location. Meade Lane has been redesigned and is now proposed as a loop road. In addition, the plan has been designed and phased to address the floodplain and to mitigate changes as much as possible. Shared facilities for City Police and SMFR have been provided with this plan and the phasing approach for constructing these facilities allows for the continued use of the existing buildings during the construction process. Public Works has been designed to accommodate some functions on site, while other functions may be moved to an off-site location.

*Recommendation #7: The Committee encourages that the Council use the expertise and knowledge that is so apparent in this community, for the undertaking ahead of them. It should be noted that the role of the "volunteers" must be advisory in nature so as to limit the potential liability to both the citizens and village administration.*

Residents were provided a number of different opportunities to participate in the conceptual plan process for the Village Center. See Section 4 for further details regarding the opportunities for participation and public meetings.

*Recommendation #8: The Master Plan should assume the continuation of the present site of the Village Center as it is currently used while planning for the eventual relocation of the Public Works department in whole or in part to another site.*

The following outlines the key objectives established by the panel and how they were addressed in the final conceptual plan for the Village Center.

*Objective #1: Promote accessibility and connectivity by:*

- a. Analyzing properties to ensure protection in perpetuity of current trails and open spaces and evaluating properties for future strategic acquisitions.
- b. Making current and future parks and trails more connected within and throughout the Village.
- c. Connecting Village trails with those of surrounding communities.
- d. Building on the connectivity of the High Line Canal.
- e. Acquiring open spaces adjacent to trails and the Canal.

The final conceptual plan includes additional trails and provides connectivity throughout the Village Center and to existing, adjacent trails that provide links to the citywide trail system. The plan for the Village Center includes additional open space as a result of the design for the Public Works facility, that proposes moving equipment and material storage to an off-site location. The former Public Works area has been incorporated into the proposed Village Green and the overall park and open space for John Meade Park.

*Objective #2: Preserve and maintain open vistas from public lands in appropriate scale to the natural surroundings and contiguous properties by:*

- a. Preserving "lines of sight" throughout the Village.
- b. Restricting elements that create unnatural barriers or inhibit pass-through views.
- c. Supporting property owners in planning and making decisions consistent with this Vision.

The building locations proposed in the final conceptual plan allow for views into the site. These "lines of site" provide a view of the existing pond and will include views of the proposed Village Green, which is the expanded open space area that is proposed for the site.

During the previous planning efforts for the Cherry Hills Village Municipal Center, the City submitted an application for a Conditional Letter of Map Revision (CLOMR) to the Federal Emergency Management Agency (FEMA). The CLOMR was prepared for the proposed modifications to the floodplain that would need to occur as a result of preliminary plans for the new Village Center. This application was initially made

early in May of 2005 and the CLOMR was approved on October 27 2005.

A CLOMR is the first step in modifying the Flood Insurance Rate Map (FIRM) for the area. Once construction has been completed for any activities approved in a CLOMR, a field survey is conducted to verify compliance with the CLOMR and an application for a Letter of Map Revision (LOMR) is submitted to FEMA. Once the LOMR is approved, the FIRM is modified. Since no work ever occurred, a LOMR application was never prepared for the Village Center site.

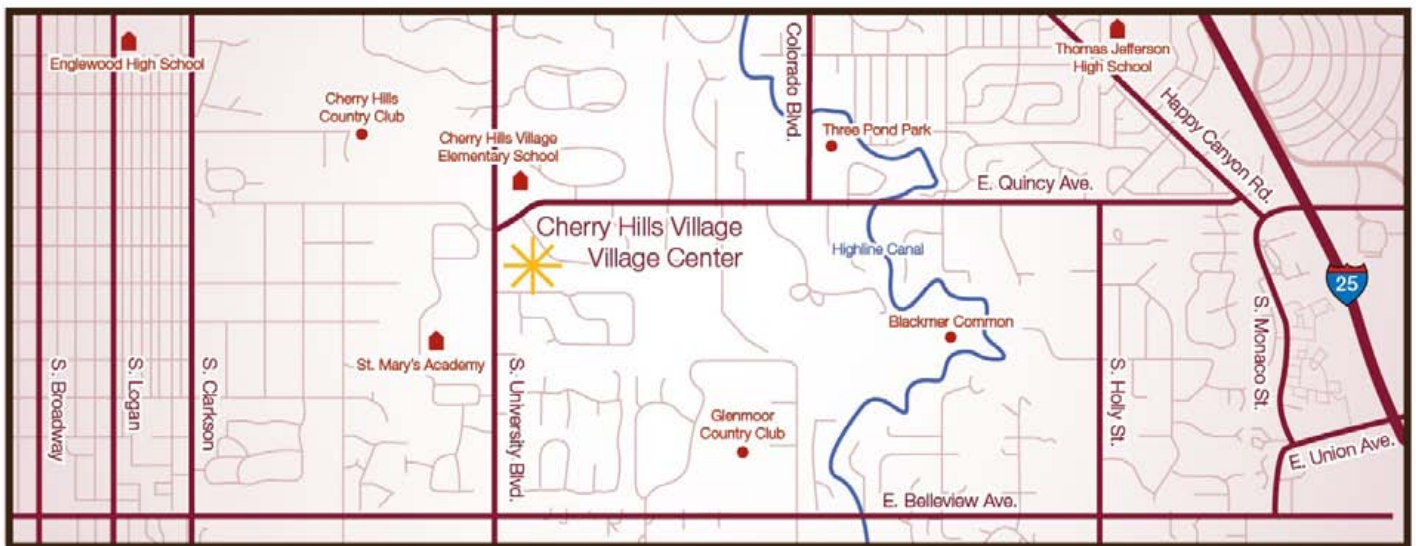
Recently, a new flood hazard area analysis was completed for Greenwood Gulch. As a result, a new Flood Insurance Rate Map has been prepared for the area. Consequently, the CLOMR must be resubmitted using updated data. In addition, unless the proposed grading on the new Village Center plan is exactly

the same as the previous CLOMR application, a new CLOMR would be required.

The application must include proposed grading as well as modeling of the channel to show that 100-year flood levels would not be substantially affected by the proposed improvements. The previous CLOMR application included HEC-RAS model information and accounted for a LOMR approved for the area in 2001. Portions of this data could be used for any future applications (once verified).

Phase 1 as proposed in the final conceptual plan has minimal impact on the current floodplain (as shown on the current FIRM). With slight modifications, this impact can be eliminated. A drainage report for Cherry Hills Village including floodplain impacts would still be required to be submitted for approval per City regulations.

**Figure 1 - Village Center Location Map**



### 2.2 Goals and Objectives

During the early stages of the project, the consultant team worked with City representatives, key staff and elected officials to identify goals and objectives for this project. These goals and objectives were developed based on input from City staff, review of related planning efforts and the feedback that the team received throughout the public outreach process. The goals and objectives have been organized into the following categories:

- Site – Context, Location and Topography
- Drainage and Floodplain
- Utilities
- Transportation
- Access and Parking
- Building Architecture and Facilities
- Placemaking
- Parks and Open Space

Optimizing the redevelopment of the Municipal campus is a top priority for this project. In order to achieve this outcome successfully, the team evaluated the existing site conditions and the City's needs. Minimizing the need to relocate utilities, phasing of the project to minimize work disruption and providing safe, convenient access for citizens, staff and operations were top priorities. In addition, providing improved community services facilities was also considered.

Phasing of the project was also an important factor. The final conceptual plan developed for the site considered the need for City operations to remain functional with minimum work disruption during construction. A preliminary phasing concept was developed during the process that addressed the following order of priorities:

1. Fire/Police/Emergency Services
2. Public Works
3. Administration Services



*Landscaped area adjacent to Administration Building*



*Existing Administration Building*



### *Site Context*

Throughout the process, the uniqueness of Cherry Hills Village is an element that was brought up in discussions by the City and community members. Maintaining and celebrating this uniqueness was an important goal. Designing in context with Cherry Hills Village's rich history and natural setting and accommodating both present and future needs was a priority for the team. In order to achieve this goal, the team developed a plan that respects the unique semi-rural, pastoral and open character of the City. Connectivity to the site through a variety of transportation options was also provided in the final conceptual plan.

### *Drainage and Floodplain*

Addressing the existing floodplain location with respect to usable area was also undertaken as part of the overall conceptual planning process. Usable area versus the cost of earthwork to meet the City's requirements for the new Village Center was considered in the development of conceptual site plan options. The final conceptual plan was developed with this in mind and the understanding that a revised application to the approved Conditional Letter of Map Revision (CLOMR) will ultimately be required as a result of future site improvements.

### *Utilities*

Optimizing the use of existing utilities in their current locations was another key goal for the project. In order to achieve this goal, the conceptual site plan options were developed to consider the City's desire to maintain existing utility locations to the greatest extent possible.

### *Transportation*

Addressing concerns regarding traffic congestion associated with peak hours at Cherry Hills Village Elementary School, which is located directly across the street from the Village Center, is another goal of this planning effort. The team evaluated traffic calming measures, explored opportunities to provide enhanced pedestrian connectivity, investigated intersection improvements that would reduce vehicle congestion and evaluated relocating Meade Lane as well as potentially ending Meade Lane in a cul-de-sac from the east.



*Corner landscape treatment at E. Quincy Ave. & S. University Blvd.*

### *Access and Parking*

Providing adequate parking for both City staff and the public and evaluating on-street parking concerns along E. Quincy Ave. and Meade Lane were considered during the planning process. Options were explored to discourage parking along E. Quincy Ave. In addition, the team evaluated the parking functions related to separation of City vehicles versus visitor parking. The ability to provide safe pedestrian connectivity to Cherry Hills Elementary School in cases when the Village Center is used for overflow parking was evaluated. Ease of access and security needs of the City were also considered.

### *Building Architecture and Facilities*

Determining the feasibility of providing a shared facility for City Police and SMFR station was also important. The team evaluated the opportunities and constraints associated with shared police/fire facilities including cost, phasing, accessibility, safety, security and opportunities for shared uses within the facilities.

The Public Works office space and yard were also closely examined in order to provide a recommendation for the best location for these facilities, which included evaluating the current site, as well as considering options for moving these functions or a portion thereof to an off-site location. Understanding that the City would like to keep all or a portion of the Public

Works office and yard at the current location, the team considered a number of other factors during the evaluation. The City needs a staging area that includes the fuel pumps/tanks and some storage, regardless of the ultimate location determined for Public Works. Access and visual conflicts between the surrounding community and Public Works maintenance equipment were also evaluated in conjunction with consideration of screening options.

Early in the process the City expressed a desire to incorporate green and sustainable design principles into the conceptual planning process. In order to achieve this goal, the team evaluated LEED Certification cost implications as well as provided information to the City related to LEED Certification requirements for new buildings. Incorporation of Best Management Practices (BMPs) were also considered.



*Pond and wetlands in John Meade Park*

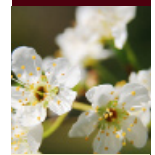
### *Placemaking*

Creating a plan that provides a unique sense of place, identity and brand while providing an implementable solution that considers maintenance and operations costs was a priority. In addition to the goal of creating a sense of place for the Village Center, the City desires included designing a facility that would allow the City to attract and retain the best employees while providing opportunities for the public to use community space. Maintaining the current “small town feel” and the preservation of open spaces throughout the Village Center were considered important objectives in meeting this goal. A number of options for providing community space were evaluated and brought forward in conceptual plan options presented at the Community Open House.

### *Parks and Open Space*

Improving John Meade Park to become a more active community recreational park and gathering place that offers a variety of recreational activities and that can host organized, outdoor events is another goal established for the project. Providing facilities that will be able to accommodate special events and large public gatherings and increasing connectivity and access were explored. In addition, evaluating infrastructure needs for the park such as providing a “Village Green”, pastoral landscape areas, public seating, additional parking and lighting to address safety were explored.

# Site Inventory & Assessment







### 3.0 SITE INVENTORY AND ASSESSMENT

#### 3.1 Process

The team developed an inventory of the existing site conditions through site visits, meetings with City staff and research. The following elements were considered:

- Site Context
- Drainage and Floodplain
- Utilities
- Transportation
- Access and Parking
- Building Architecture and Facilities
- Placemaking
- Parks and Open Space

Please see Figure 2, Site Inventory Map and Figure 3, Opportunities and Constraints Map.

#### 3.2 Site Context

##### *Inventory*

The 17.06 acre site is generally bounded on the north by E. Quincy Avenue, on the west by S. University Boulevard to the south and east by low density single family detached residential homes. The site is accessed from Meade Lane which bisects the site in a northwest to southeast direction. The Village Center site includes two lots recently purchased by the City which include 90 Meade Lane and 120 Meade Lane.

The site generally slopes from east to west. West of Meade Lane grades are 2% or less while east of Meade Lane on the north side of the property grades increase to more than 5% where there is a ridge along the northeast property line. Meade Lane has a rural cross section (no curb and gutter) and a shallow ditch on the upstream side. Where Meade Lane crosses the property there is very little elevation change. The minimal grade on this street would make modification to an urban section difficult unless new vertical curves were incorporated (requiring fill). The total elevation drop across the site is approximately six feet.

##### *Opportunities*

The site is conveniently located in the center of Cherry Hills Village. There is potential for the site to have

increased visibility from S. University Boulevard. John Meade Park, which includes trails, picnic shelters, playground equipment, an equestrian riding ring and dedicated parking, is located to the south of the existing administration building and is an amenity to the site.

##### *Constraints*

The Public Works yard is considered a light industrial use, which is incompatible with the existing, adjacent residential neighborhood. Parking is limited and does not address the City's needs during peak activities, including when court is in session. Currently, there are conflicts with public and Public Works traffic due to the configuration of the Public Works yard and the Administration Building.



*Existing storage yard for Public Works*

#### 3.3 Drainage and Floodplain

##### *Inventory*

The Greenwood Gulch drainage channel meanders through the site from east to west. Surface parking and the Public Works yard areas slope toward the gulch. There is a slight swale between the Administration Building and the Public Works offices which carries drainage from the parking area and Public Works yard to the gulch. At the back (west) end of the Public Works storage yard there is a small water quality pond that is undersized by current standards. Piles of millings from asphalt removal, street de-icing material and other storage (soft covered) are located in the yard area at various times throughout the year.

Surface drainage appears to be relatively good except for the borrow ditch along Meade Lane which drains poorly as a result of the minimal road and ditch grade at less than ½%, which is the minimum ditch grade required for drainage. The borrow ditch slopes to a culvert which crosses Meade Lane south of the Administration Building parking lot.

The 100-year floodplain for Greenwood Gulch covers most of the existing site west of Meade Lane and completely surrounds the SMFR station site. The existing structures, except for the fire station are located entirely or partially within the existing 100-year floodplain.



*Greenwood Gulch*

A CLOMR was submitted and approved in 2005 for proposed modifications on the site in conjunction with the prior planning effort for the Village Center. Due to the cost associated with the fill required to address the CLOMR and the re-design of the site as a result of this new conceptual planning effort, a revised CLOMR will need to be submitted for review and approval, provided there are any proposed modifications within the designated floodplain.

### *Opportunities*

There are areas currently located within the 100-year floodplain that are considered preferred development locations due to their prominent location on the site and the existing utilities that are in place and can be utilized. In addition, this area is already disturbed and utilizing this area will not encroach upon existing park and open space. There are areas that are located above

the 100-year floodplain as well that are desirable for development for the same reasons indicated previously. These areas are depicted on the Opportunities and Constraints Map, Figure 3. Areas that remain in the floodplain may be utilized for parking lots, walkways, non-enclosed structures and non-hazardous material storage.

### *Constraints*

In order to develop within the areas designated as desirable that are currently located below the 100-year floodplain, the floodplain will have to be modified. This modification requires a CLOMR and has an associated review and approval process as well as costs associated with the modifications for the process itself, as well as for fill dirt that may be required.

## 3.4 Utilities

### *Inventory*

A water main owned by Denver Water runs along Meade Lane within an easement. A gas main and buried telephone and electric lines also exist within the Meade Lane right-of-way. A sanitary sewer main is located on the east side of the Greenwood Gulch channel.

### *Opportunities*

Parking lots, roads, walkways, plazas, lawns and planting beds can be placed over this existing utility corridor. It would be cost effective to keep this corridor intact.

### *Constraints*

Trees, buildings, footers for structures, etc. that would interfere with the underground utilities are not allowed within the utility corridor. The location of the corridor splits the existing site along Meade Lane; moving the utilities from this location would be very expensive.

## 3.5 Transportation

### *Inventory*

S. University Boulevard (SH177) is a north-south arterial which bisects Cherry Hills Village and serves the southern portion of the Denver metro area; it also serves as the western boundary for the site. E. Quincy Ave. serves as an east/west collector route through the City and handles large volumes of traffic due to proximity to Cherry Hills Village Elementary School and Kent Denver School as well as the Denver Tech



Center. Both E. Quincy Ave. and Meade Lane are two lane streets. E. Quincy Ave. widens to three lanes near the intersection with S. University Boulevard west of the site. The speed limit on E. Quincy Ave. is 30 mph (20 mph during school hours); the speed limit of Meade Lane is 25 mph.

An asphalt trail crosses Meade Lane near E. Quincy Ave. Due to the crossing location of this trail, the stop line for Meade Lane at E. Quincy Ave. is approximately 53-feet back from the intersection. Meade Lane is a paved, rural roadway that is approximately 3000-feet long and that extends in a loop to another intersection with E. Quincy Ave. farther to the east. The Village Municipal campus, approximately 15-20 residents and John Meade Park are all accessed from Meade Lane.



*Asphalt trail adjacent to E. Quincy Ave. at Meade Lane*

During the school year, parents and visitors to the adjacent Cherry Hills Elementary School often use on-street parking along E. Quincy Ave. and Meade Lane, which the City would like to address. E. Quincy Ave. is signed for “no-parking”. During peak times, the intersection at Meade Lane and the school entrance, as well as the S. University Boulevard and E. Quincy Ave. intersection become quite congested and it is difficult to make a left turn movement from Meade Lane onto E. Quincy Ave. Residents have also expressed concerns and dissatisfaction with the amount of cut-through traffic on Meade Lane.

### **Opportunities**

Through the conceptual planning process, there are opportunities to address concerns regarding pedestrian

connectivity between the school and the Village Center by evaluating the incorporation of traffic calming measures and investigating intersection improvements that may reduce vehicle congestion. Options to discourage parking along E. Quincy Ave. and Meade Lane have also been explored. The excessive traffic associated with Meade Lane has also been addressed and options that explore relocating a portion of Meade Lane or designing a cul-de-sac were evaluated.

### **Constraints**

Maintaining adequate emergency access during construction, as well as keeping traffic flow disturbance to a minimum, may be challenging. Relocating, redirecting or providing a cul-de-sac for Meade Lane will require additional cost. In addition, the relocation of Meade Lane may result in reduced building area that is currently located above the existing floodplain.

## **3.6 Access and Parking**

### **Inventory**

Ingress and egress to the Village Center is gained from E. Quincy Ave. and Meade Lane via S. University Boulevard to the west. There is one access point into the existing parking lot for the Village Center facility. There is a separate access off of Meade Lane for the SMFR station.



*Intersection of Meade Lane and E. Quincy Ave.*

There is a 54-space parking lot that serves employees as well as patrons for the Municipal facilities. During certain events, including days that court is in session, finding parking in the parking lot can prove to be a challenge. Often customers will park on Meade Lane if the parking lot is full.



*Existing parking lot for Village Center*

Public works maintenance vehicles, including large motor graders and dump trucks, use the same access as citizens and staff and must cross the pedestrian access route to the Village Center. Parallel parking also occurs on Meade Lane during overflow periods including Municipal Court days and during the school year, parents and visitors to the Cherry Hills Village Elementary school often use on-street parking as well.

### ***Opportunities***

If parking is placed in floodplain areas, this would maximize available land for vertical construction. In addition, if the parking area is reconfigured, there is an opportunity to separate public access from the Public Works maintenance access.

### ***Constraints***

Although the parking lot is in good condition, it does not provide adequate parking for the day to day functions of the City. Relocation will require additional cost. Additional earthwork would be required as well.

## **3.7 Building Architecture and Facilities**

### ***Inventory***

The Village Center consists of (3) separate buildings: SMFR Station #38, the Public Works Building and the Administration/Police Building, as well as a surface parking lot, and the Public Works storage yard. John Meade Park and two recently acquired residential lots (90 Mead Lane and 121 Mead Lane) are also included within the proposed project boundary.



*Front facade of existing Administration Building*

The Administration Building is approximately 8,400 SF, and houses the Police Station, Finance and Administration, Community Development, Court, Council and City Manager functions. The last facility expansion occurred in 1980 and accommodated 25 Village employees. Currently, 43 full-time City staff personnel are located in this building with no plans for expansion to accommodate the 18 additional City staff. Due to the crowding of staff, other functions of the City are adversely impacted including workflow, storage, safety, security and accessibility throughout the building. Facilities similar in use typically would require a building that is 2 ½ times the current size to provide for adequate administrative services and functions.

The police facility is lacking adequate office, interview space, and storage with substandard holding and processing areas as is typical for this use. Access to and from the Council/Court chamber is limited



and congested without separate access for the judge and City Council members and additional ancillary space to handle overflow. There is no secured parking or secured and covered parking for the City Police vehicles or for Police personnel or Judges.



*Storage area in Administration Building*

The Public Works Department has a smaller separate building of approximately 2,800 SF that is directly adjacent to the storage yard. The majority of the current building is dedicated to three single-depth equipment storage bays, but is severely undersized for this operational task. Winter operations require covered bay storage for eight snow plows but the current facility stages only three vehicles at a time, causing delays and damage to the equipment.



*Existing storage yard for Public Works*

The storage yard cannot currently store enough materials for adequate City maintenance, and the materials that are able to be stored on-site are housed in inadequate facilities. Sand is covered only with a soft tarp in-lieu of a structural cover. The location of the on-site fuel pumps make them difficult to access and require extensive maneuvering for the larger City vehicles and fire department equipment.

The SMFR station is a separate building and is approximately 3,800 SF. Current fire station design and programming standards require a range from 2 ½ to 3 times the size of the current facility to provide adequate service.



*Existing South Metro Fire Rescue (SMFR) Building*

All buildings and facilities are lacking in handicap accessibility, with little or no accommodations available to the public or staff. Fire suppression systems throughout the facilities are non-existent or antiquated; IT, data, and evidence storage are currently minimally protected by a potentially damaging wet system in-lieu of the required dry system. A portion of the Administration and Public Works Buildings are located in the floodplain.

### Opportunities

The possibility of providing facilities that will allow for shared functions may reduce required program area and reduce overall operating costs. New building designs and layout will provide for the current, as well as future needs of the community. There is an opportunity to employ energy efficient building techniques to provide comfort to City staff and visitors as well as reduce the overall operating and maintenance costs. An efficient and usable building layout will facilitate better accessibility of community services to residents. In addition, a new facility will allow the City to attract and retain the best employees. A new building design and Village Center layout can enhance the semi-rural and pastoral character of the City.

### Constraints

A Conditional Letter of Map Revision (CLOMR) to address changes to the floodplain required to achieve a new building(s) and layout may be required; additional cost and time are associated with this effort. The City's desire not to disrupt services during construction will impact the phasing of the overall project.

## 3.8 Placemaking

### Inventory

The Village Center functions as the "center" of the City. Anchoring John Meade Park, the Village Center serves as a community gathering space for functions such as "Movie Night" and the holiday tree lighting. Currently, there is not adequate space to have large, public gatherings in the Village Center. John Meade Park and the open space areas are not well connected to the Village Center and are under utilized.

### Opportunities

The new conceptual plan for the buildings and layout of the Village Center will provide an opportunity to create a place that symbolizes and enhances the semi-rural, pastoral character of the City. There is an opportunity to strengthen the relationship between the Village Center and John Meade Park by connecting trails. In addition, the function and accessibility to community services for residents will be improved. There is an opportunity to provide an active community center or other areas that will allow for the ability to effectively host current and future community wide events such as the holiday tree lighting and movie nights.

### Constraints

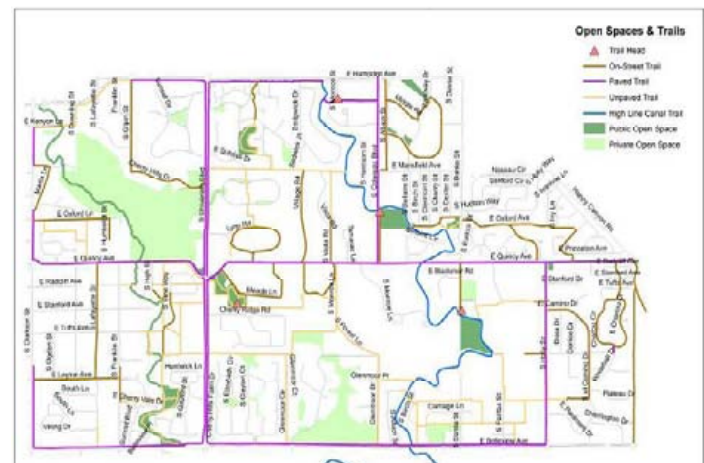
The challenge to providing the placemaking opportunities is associated with cost.

## 3.9 Parks and Open Space

### Inventory

John Meade Park is an existing 5-acre public park that is included in the overall site boundary for the Village Center conceptual plan and is one of five public parks located within Cherry Hills Village. It is a part of the larger system of recreation amenities in the City that include public parks, trails, open spaces, private golf clubs, tennis clubs, equestrian facilities and school-related playfields. See Figure 2 for system wide information regarding open space and trails located within Cherry Hills Village.

Figure 2 - Open Space and Trails Map



John Meade Park has playground equipment, a riding arena, exercise equipment, picnic shelters and parking. It includes a crusher fine loop trail through a natural open space area that connects to the existing asphalt trail on E. Quincy Ave. This trail connects to the High Line Canal trail to the east and to the Englewood Civic Center and Platte River Trail to the west.

In addition to John Meade Park, there are two ponds on site fed by Greenwood Gulch, established wetlands, and existing vegetation. This area provides passive recreation opportunities for park users.

There are also several trails on the site, including a grassy trail that begins at S. University Boulevard and follows the south and west property boundary



around the wetland area until it connects to an the existing crushed granite trail. The crushed granite trail originates near the northwest pond and connects to the asphalt trail along E. Quincy Ave. The granite trail is located directly adjacent to the existing facilities and continues in an easterly direction where it forks and loops around John Meade Park. A vacant lot, 90 Meade Lane, is located directly east of John Meade Park.



*Existing playground and picnic shelter in John Meade Park*

Once a residential lot, the house and associated improvements have been removed from the site and the lot has not been re-graded. Although the equestrian riding ring at the park is well utilized, the remainder of the park and associated facilities may be under utilized due to the fact that the playground location is set back from Meade Lane and visibility to this area is somewhat obscured due to existing vegetation and the equipment location. The trail system associated with John Meade Park and the open space is generally in good condition. The trail system is not well integrated with the existing Municipal Center. Enhanced connectivity was evaluated during the conceptual planning process.

### **Opportunities**

John Meade Park and the open space located within the Village Center are important amenities. There are opportunities to preserve and enhance the existing natural vegetation, wildlife corridors and water habitats that currently exist. If there is a need to expand the current water holding capacity of the wetlands to address floodplain issues, the existing wetlands could be expanded, providing additional habitat for wildlife

and the soil extracted from this area could be used as fill to bring areas out of the floodplain.

There is an opportunity to assess the infrastructure needs of the park including evaluating the need for additional parking, lighting to address safety concerns and adding additional trails to strengthen links to the regional trail system. The option to provide the ability to have larger public gatherings and organized events, locating interpretive signage throughout the trail system and the park, as well as the possibility of relocating under utilized playground areas closer to the center of the campus can also be explored. The preservation of the equestrian riding arena is also a consideration. There is also an opportunity to evaluate the addition of more active amenities for the park that could better serve the needs of the community.



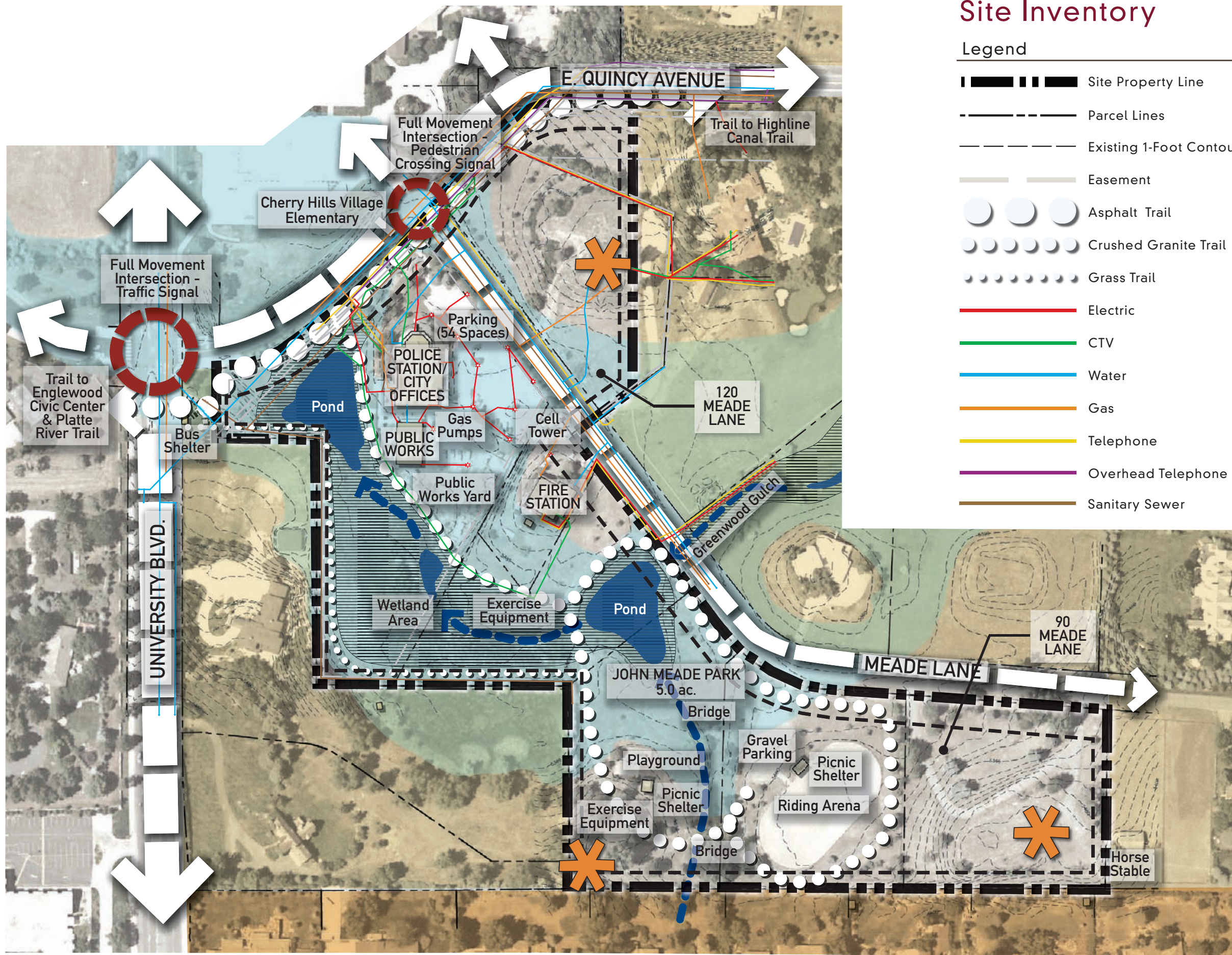
*Existing equestrian riding arena in John Meade Park.*

### **Constraints**

There are a number of items that may constrain the addition of activities in John Meade Park and the open space area. Currently, a small parking lot located adjacent to the riding arena serves the park. Adding more amenities may increase the need for additional parking capacity in this area. The park and open space are bordered on the north, south and east by large lot single family residential homes. Increased activities and amenities in these areas may not be desirable for the neighbors who live in such close proximity. If the wetlands are expanded, extreme care will be required to protect, maintain and preserve the existing wetlands during excavation. Amenities will require additional expense.

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## Site Inventory

### Legend

	Site Property Line		Vehicular Circulation
	Parcel Lines		Existing 100-yr Floodplain, 9.4 ac.
	Existing 1-Foot Contours		Wetlands and Ponds, 3.0 ac.
	Easement		Drainage
	Asphalt Trail		High Point
	Crushed Granite Trail		Intersection
	Grass Trail		Rural-Density Residential
	Electric		Low-Density Residential
	CTV		Building Setback
	Water		
	Gas		
	Telephone		
	Overhead Telephone		
	Sanitary Sewer		









# Opportunities & Constraints

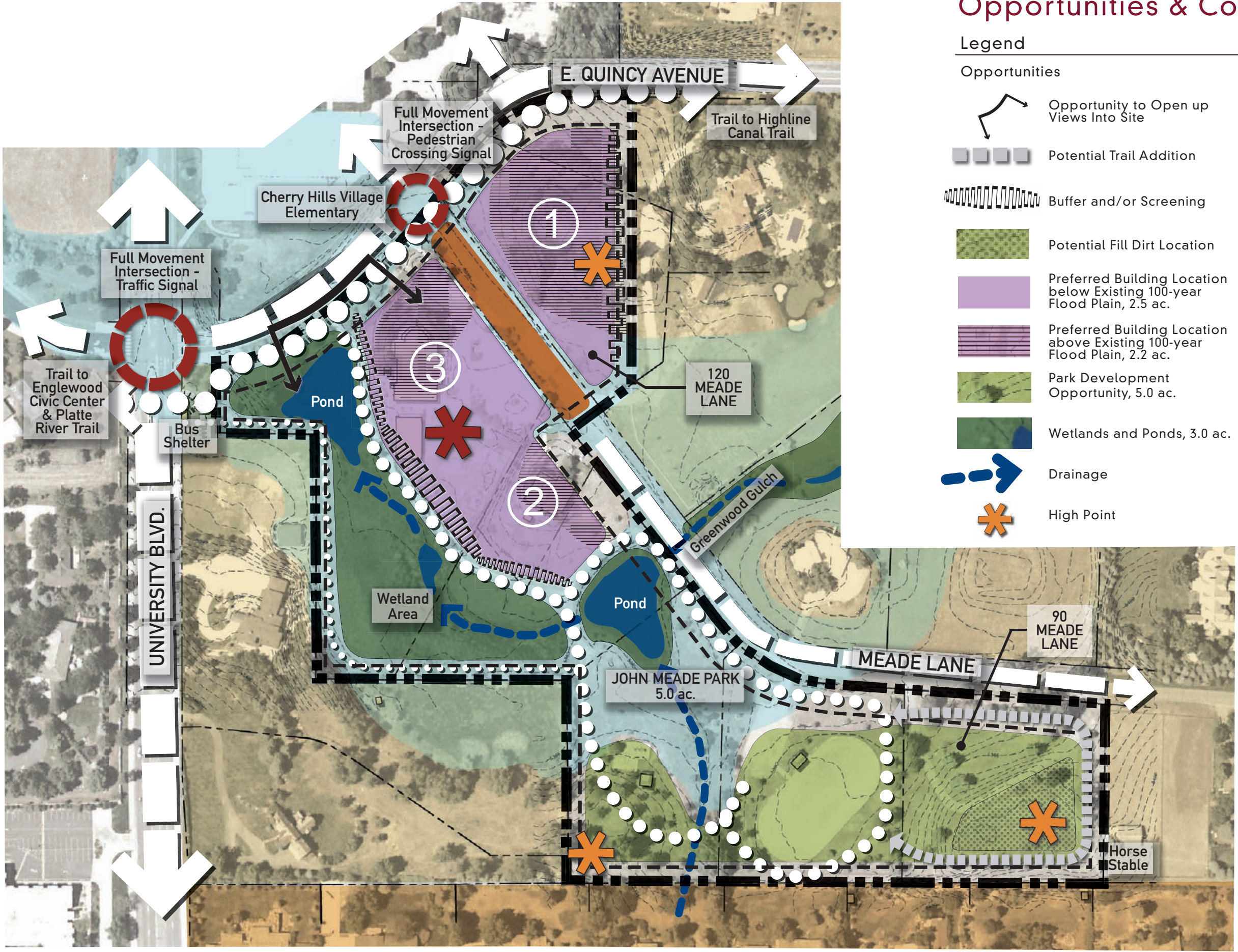
## Legend

### Opportunities

- Opportunity to Open up Views Into Site
- Potential Trail Addition
- Buffer and/or Screening
- Potential Fill Dirt Location
- Preferred Building Location below Existing 100-year Flood Plain, 2.5 ac.
- Preferred Building Location above Existing 100-year Flood Plain, 2.2 ac.
- Park Development Opportunity, 5.0 ac.
- Wetlands and Ponds, 3.0 ac.
- Drainage
- High Point

### Constraints

- Utility Corridor, 0.5 ac.
- Easement
- Building Setback
- Formerly Proposed CLOMR Floodway
- Existing 100-yr flood plain, 9.4 ac.
- Underground Gas Tanks
- Potential Phasing
- Wetlands and Ponds, 3.0 ac.
- Drainage
- Vehicular Circulation
- Site Property Line
- Parcel Lines
- Existing 1-Foot Contours
- Asphalt Trail
- Crushed Granite Trail
- Grass Trail
- Formerly Proposed CLOMR Berm
- Intersection
- Rural-Density Residential
- Low-Density Residential









# Community Input Process





## 4.0 COMMUNITY INPUT PROCESS

An important element in the development of the final conceptual plan is the public input that was gained throughout the planning process. A complete list of invited participants is included in the appendix of this document. By incorporating public comments and ideas into the overall plan and vision for the Village Center, the community has pride of ownership in this important project.

A range of public input methods were incorporated into the planning process. Various forms of public input were intended to engage a broad group of residents and included the following:

1. Meetings with City Staff and South Metro Fire Rescue
2. Meetings with Focus Groups
3. Meetings with Stakeholder Groups
4. A Public Workshop
5. A Community Open House

### 4.1 Meetings with City Staff and South Metro Fire Rescue

The team met with City staff from the Planning Department, Public Works, City Manager's office and the Police Department on a regular basis throughout the development of the conceptual plans. The team kick-off meeting included a site tour of the Village Center which was conducted by City staff. This tour also included a tour of the SMFR facility. In addition to attending monthly team coordination meetings, representatives from the City and SMFR also participated in the focus and stakeholder groups and attended the public workshop and community open house meetings. Important information about the existing facilities and how they are currently functioning was shared with the consultant team. In addition, input was provided in order for the team to understand how the facilities could be changed to be more efficient in the future.

### 4.2 Focus Groups

Focus group topics were identified by the City and the consultant team and were divided into three categories which included the following topics:

1. Parks, Trails and Open Space
2. Drainage, Engineering and Utilities
3. Traffic and Access

Meetings were held for the purpose of sharing and gathering information and knowledge as these key areas play a role in the design and outcome of the conceptual plan alternatives.

#### *Parks, Trails and Open Space*

There were 12 attendees that participated in the Parks, Trails and Open Space focus group including representatives from the City, the Parks, Trails and Recreation Commission, Cherry Hills Land Preserve and the Cherry Hills Village Equestrian Association. They provided input regarding concerns, values and their vision for the Village Center. A number of key topics that were discussed during this meeting included the following:

1. The desire to have active recreation opportunities located in John Meade Park.
2. The importance of maintaining the City's pastoral and rural character.
3. The desire for a community room to be included in the new Village Center.
4. Maintain the existing equestrian uses in John Meade Park.

#### *Drainage, Engineering and Utilities*

Participants in the Drainage, Engineering and Utilities focus group included Cherry Hills Village residents, City staff, the City's engineering consultant, adjacent property owners and representatives from SMFR and Cherry Hills Sanitation District. The key topic discussed during this meeting included the following:

1. Future storm sewer requirements
2. Future vehicle fueling requirements
3. Floodplain impacts and mitigation

#### *Traffic and Access*

Participants in the Traffic and Access focus group included representatives from the City, Cherry Hills Village Elementary School as well as adjacent property owners. A number of key topics that were discussed included the following:

1. The functionality of the S. University Boulevard and E. Quincy Ave. intersection.
2. Improving safety for vehicular and pedestrian circulation for both the Village Center and Cherry Hills Village Elementary School.
3. Access requirements for the future SMFR station.
4. Shared parking needs for the Village Center and the Cherry Hills Village Elementary School.

### 4.3 Stakeholder Groups

Stakeholder groups were identified by the City and the consultant team and were divided into the following two categories:

1. Homeowners Association and Community Leaders
2. Adjacent Property Owners

#### *Homeowners Associations and Community Leaders*

All of the City's Homeowners Associations were invited to attend a stakeholder group meeting. Community leaders from each district were selected by Council members to also participate in this process. All residents owning property directly adjacent to the Village Center site were invited to attend and participate in a stakeholder group.

There were 15 attendees that participated in the Homeowners Association stakeholder group that included members from the community and Cherry Hills Village staff. A number of key topics that were discussed at this meeting included the following:

1. The extent of Public Works services on the Village Center site.
2. The feasibility of relocating Public Works to another site.
3. Funding of the project.
4. Safe pedestrian and vehicular circulation.

#### *Adjacent Property Owners*

There were 9 attendees that participated in the Adjacent Property Owner stakeholder group that included residents that live directly adjacent to the Village Center and Cherry Hills Village staff that provided input for the Village Center. A number of key topics that were discussed at this meeting included the following:

1. Drainage and floodplain impacts including improvement costs.
2. The extent of Public Works services on the Village Center site.
3. If Public Works is relocated, can the resulting open space improve John Meade Park.
4. The functionality of the S. University Boulevard and E. Quincy Ave. intersection.
5. Traffic and shared and overflow parking associated with the Cherry Hills Village Elementary School.

### 4.4 Public Workshop

The Public Workshop was held at Cherry Hills Village Elementary School on September 23, 2009. The entire community was invited to this event that was advertised in the local paper, the Village Crier and on the City's website. In addition, invitations were sent to residents via US Mail as well as through email. The goal of this meeting was to seek public input regarding the design of the Village Center and to understand the needs and desires of the citizens for the Village Center.



*Public Workshop held September 23, 2009*

The meeting began with a brief presentation outlining the intent of the meeting, introduction of City staff and the consulting team, and an explanation of why the Village Center conceptual plan is being completed. There were over 20 attendees that included residents from the community and Cherry Hills Village staff that provided input and information sharing for the

Village Center. These items can be grouped in the following main categories:

1. Floodplain impacts.
2. Vehicular and pedestrian safety associated with the Village Center and Cherry Hills Village Elementary School.
3. Ultimate location and function of Public Works.

#### 4.5 Community Open House

The Community Open House was held at Cherry Hills Elementary School on October 21, 2009. The intent of this meeting was to gain input from residents related to the proposed conceptual plan options presented by the design team. These plans were developed with comments and input from staff, the focus and stakeholder groups and the Public Workshop.



*Community Open House held October 21, 2009*

Three concept plans were presented during the Community Open House, Figures 7-9. An overview of the plans and features of each plan were presented. The participants were asked to consider which plan and elements of the plans they preferred. A survey was provided to each attendee and they were invited to fill out this survey at the conclusion of the evening. Respondents were also asked to provide comments regarding LEED and sustainable design.

The concept plans were displayed and the attendees

were invited to ask questions and take a closer look at each of the plans. The attendees were then invited to participate in a group discussion about the plans. At the end of the evening, each resident was asked to fill out the survey. This information was utilized to develop the final conceptual plan for the Village Center. The concept plans were also posted to the City's website. Residents that were unable to attend the Community Open House were able to view the concept plans online as well as download the survey and provide to the City staff following their review. Residents were given two weeks to provide their input. In addition to the survey, many residents provided feedback via email.

The survey was designed to understand preferences about specific items that were included on the plans including how the Public Works facilities should be handled, the location for a community room, as well as parks and open space design, Fire, Police and Administration building configuration and traffic calming options. In addition, a list of possible amenities for the Village Center were included as part of the survey and respondents were asked to rank them on a scale of (1) to (5); (1) indicating least desired and (5) indicating most desired. The survey results are located on page 25.

#### *Survey Results*

Concept Plan Options A and B were generally the most desired in all categories except for the Community Room. Option A provided the more preferred solution for access, the Police Station configuration, Administration Building configuration and Traffic Calming. Option B provided the desired solution to address the Public Works facilities, and Parks and Open Space design. The feedback for the Fire Station configuration was split evenly between all of the options. The respondents desired the location of the Community Room presented in Option C. Feedback for exploring sustainable design practices including LEED and Best Management Practices were generally positive, however many thought that gaining LEED certification for the building is not paramount; implementing sustainable, energy efficient design for the building was deemed important.

Respondents also provided written feedback. The surveys, written feedback and other input received via email are included in the appendix.



Although the input gained during all of these information sharing meetings represents only a cross-section of the citizens of Cherry Hills Village, the input provided direction for the consultant team and the City staff regarding key concerns, ideas and visions related to this project. The input provided as part of the community engagement process is consistent with the results of the survey conducted for the Cherry Hills Village Master Plan in 2008. Respondents of that survey wanted community spaces included in the design of the Village Center, in addition to the functions that exist today. In addition, a community meeting room and community gathering space were among the top four community spaces supported in the survey results. Respondents were also supportive of preserving land for passive recreational parks, natural open space and views of natural features and public trails. They also supported preserving land for active recreational parks.

## Community Open House Survey Results

For reference, the Concept Plans A, B and C are Figures 7-9.

*Survey: Please check the box for the Concept Plan you prefer as it relates to the following items:*

	A	B	C
Access	15	10	9
Public Works Facilities	11	14	9
Community Room Location	7	9	12
Parks & Open Space Design	13	14	7
Fire Station Configuration	10	10	10
Police Station Configuration	13	8	8
Administration Building Configuration	15	8	9
Traffic Calming	13	10	6

*Survey: Please indicate your level of desire to include the following amenities in the final design of the Village Center and John Meade Park on a scale of 1-5. 1 = Least Desired and 5 = Most Desired*

	1	2	3	4	5
Climbing Walls	19	6	4	2	0
Spray Ground (Interactive water feature)	13	6	6	6	0
Basketball/Sport Court	13	1	8	3	6
Life Science Walk	9	4	5	4	7
Fishing Pier	11	3	8	5	3
Outdoor Ice Rink	14	2	5	5	4
Area for Farmers Market	9	4	5	5	8
Xeriscape Demonstration Garden	3	5	8	9	7
Community Plaza	3	2	7	11	6
Community Amphitheater	5	0	6	10	8
New Picnic Shelter (Large)	13	6	4	6	0
New Picnic Shelter (Small)	10	4	6	8	2
Existing Renovated Picnic Shelters	5	3	8	10	4
History Walk	11	5	6	5	3
Art Walk	13	5	4	6	3
Playfield/Multi-Use Field	7	3	1	6	13
New Themed Playground	14	5	4	4	2
Linear Playground Integrated into Walks	4	7	10	5	2
Enhance Existing Themed Playground	5	8	5	7	4
Location(s) for Movie Night	1	4	6	10	6
Equestrian Ring	5	3	2	10	8
Equestrian Trail	3	1	4	11	10

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# Architectural Character & Placemaking







## 5.0 ARCHITECTURAL CHARACTER AND PLACEMAKING

### 5.1 What is Placemaking?

Placemaking has been described by the journal *Places: Forum of Design for the Public Realm*, as the “design of places, the experiences they make possible and the consequences they have in our lives”. Placemaking strives to define the character of the Village Center beyond the basic building and site design; providing a clear definition of the interaction of the architectural forms, landscape, circulation, with the inherent character of the site, both historically and in the future, and how the Village Center retains, clarifies, and further defines the essence of Cherry Hills Village. The new conceptual plan accentuates and clarifies the relationship between the buildings and John Meade Park, the surrounding open space and the adjacent trail connections while celebrating the pastoral and rural nature of Cherry Hills Village.

### 5.2 Architectural Character

In order to gain input from City staff and Cherry Hills Village residents regarding their preferences pertaining to architectural character, the focus group participants and attendees at the Public Workshop were asked to participate in a “dot-ocracy” exercise. Two boards containing pictures of various architectural building styles were presented to the various groups. Each participant was given colored dots that represented their preferences and were instructed to “vote” for preferred and non-preferred examples of architectural character by placing their colored dots on the boards. Each group was given different colors to represent their preferences; these preferences were not divulged to the other groups that participated in the exercise.

Figures 5 and 6 depict the preferred architectural character through the dot-ocracy exercise.

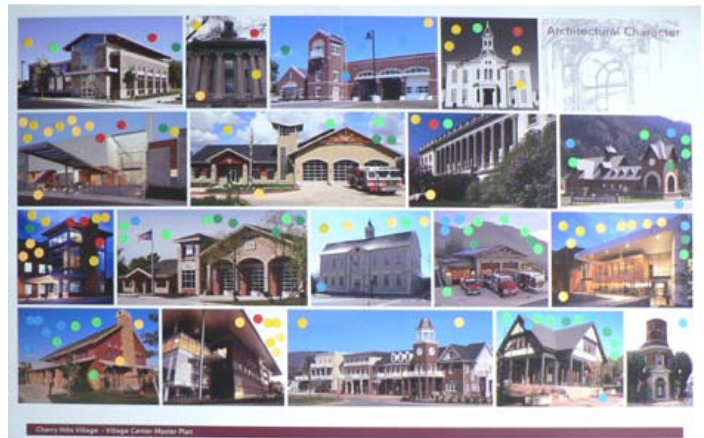
Overwhelmingly, through the dot-ocracy exercise, specific characteristics are preferred: smaller-scale traditional building forms of one to two stories in height; medium pitched roofs; natural finishes, including brick and stone, with earth-tones for stucco and siding. Similarly, contemporary forms and materials (steel and glass) are clearly not preferred.

### 5.3 Architectural Preferences

Based on the outcome of the dot-ocracy exercise, the architectural character of the Village Center should reflect the pastoral and rural nature inherent in Cherry Hills Village. Forms should be limited to one and two story buildings with pitched roofs and natural materials. Instead of major, overall roof forms, smaller roofed elements are connected in such a way that the building has seemingly “grown” as required, much in the same way a farm or homestead develops over time with additions and out-buildings. This technique creates a collection of buildings forms that are at a pedestrian-friendly scale that enhance the rural and pastoral nature of the Village Center. The buildings should not stand alone, but should be integrated seamlessly into the surrounding open space and park area. The implication should be that the buildings have always been there.



Dot-ocracy exercise



Dot-ocracy exercise

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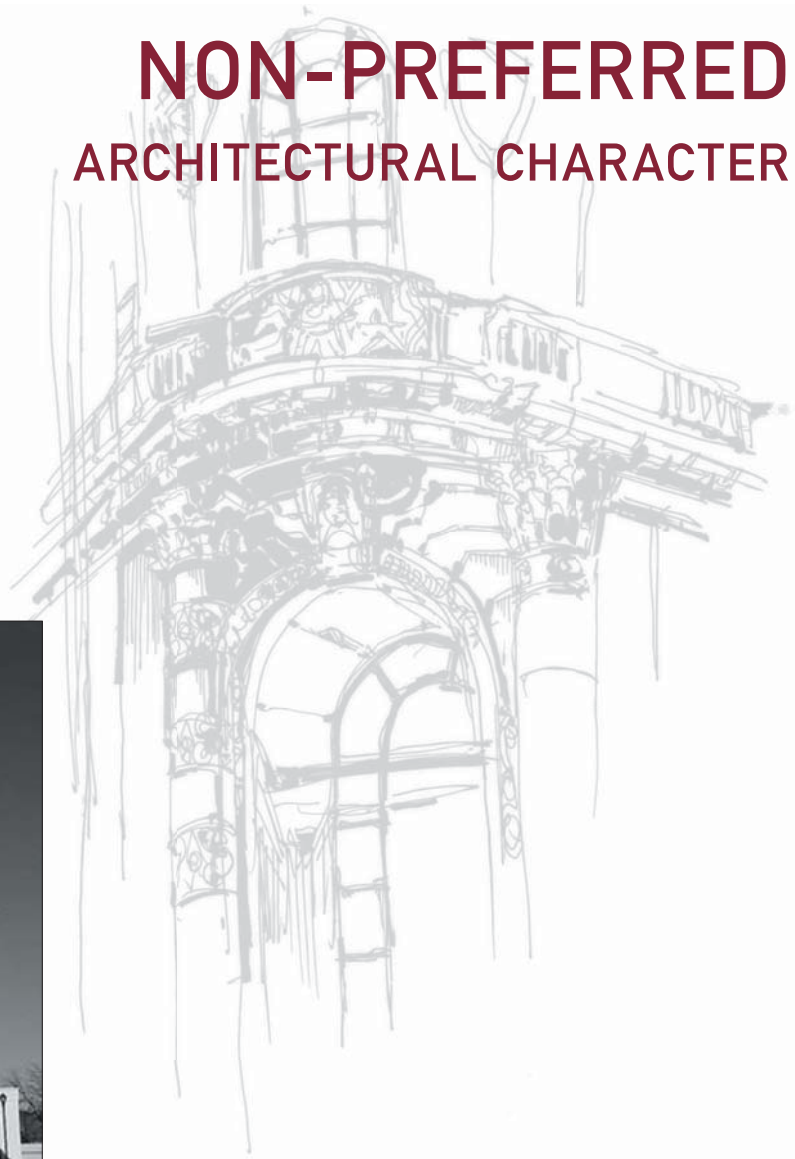








**NON-PREFERRED  
ARCHITECTURAL CHARACTER**







# Conceptual Plan Development





## 6.0 CONCEPTUAL PLAN DEVELOPMENT

### 6.1 Methodology

Three conceptual plans were developed for the Village Center based on the site inventory and assessment, the goals and objectives, input from staff and the community feedback the team received during the community input process. In addition, the previous planning efforts related to this project and associated documents and information provided by the City were also considered.

The plans were developed to provide a variety of options to choose from regarding a number of the key concerns that were discussed throughout the community input process including the location of Public Works, addressing the desire for more active uses to be included in the park, the desire to have a community room available for public use, and the circulation, traffic and parking concerns associated with the Village Center, Cherry Hills Village Elementary School, as well as the intersection of E. Quincy Ave. and S. University Boulevard. These plans were presented at the Community Open House and the input received at the meeting, as well as the information from the survey, were utilized to develop the final conceptual plan for the Village Center. Each plan is described below in detail, and are presented in map form in Figures 7-9. The details of each plan have been categorized by the major organizing components including the following:

- Buildings
- Access and Circulation
- Parks and Open Space

### 6.2 Concept A

#### *Buildings*

In this concept, the Public Work facilities were relocated completely off-site. This results in a significant amount of area to be utilized for parks and open space. The community room was designed to connect with the natural surroundings and is located on structural piers in the pond with access by way of a boardwalk. This creates a unique setting that is integrated with the surrounding wetlands. The SMFR station and the City Police facility will be constructed as part of the first phase of the project. They were intentionally

located on the north-eastern portion of the site in order to minimize impacts to the City's operations during construction of these improvements. The buildings were intentionally kept away from the vacated Meade Lane to preserve the utility corridor and eliminate the need for expensive utility relocation.

#### *Access and Circulation*

To address concerns regarding traffic on Meade Lane, a cul-de-sac was incorporated to dead-end the street south and east of the site to eliminate cut-through traffic. Proposed access to the Cherry Hills Village public buildings would remain from E. Quincy Ave. A community plaza is proposed where Meade Lane bisects the current Village Center site. A loop drive surrounds the campus. The west portion of the loop is public and incorporates visitor parking, while the east portion of the loop is for employee parking, police vehicles and fire trucks; thus separating the public and private functions. A raised table crosswalk has been incorporated at the intersection of E. Quincy Ave. and the new entrance to the Village Center in order to provide a safer crossing for pedestrians.

#### *Parks and Open Space*

Of the three alternatives, Concept A is the most heavily programmed from an active park standpoint. Central to the plan is a large community plaza (formerly Meade Lane) which was designed to accommodate activities such as holiday tree lighting, ice skating, farmers market or movie night. Other program elements incorporated include: a multi-use field; a xeric demonstration garden; fishing deck; climbing walls; enhanced existing themed playground; renovated existing picnic shelters; a life science walk; and history walk which would include boardwalks through the wetlands and interpretive signs. Other program elements unique to this concept include: a basketball court, a "spray" ground (fountain), new linear themed playgrounds integrated with the trail systems located throughout the park, and an art walk that incorporates sculpture. A new parking lot was included with this design adjacent to the equestrian ring. These program elements are in addition to the existing equestrian riding ring and trails.

### 6.3 Concept B

#### *Buildings*

This concept shows a partial Public Works facility

located on-site. It is anticipated that most of the material and equipment storage would be off-site with offices and a few essential vehicles remaining on-site. The Public Works building was located next to the SMFR station and the City Police facilities. These entities would share a secured auto court; access will be restricted to those vehicles only. The Administration building and the community room would be located on the opposite side of the Meade Lane corridor. The renovated octagon portion of the old Administration building would serve as the new community room.

### *Access and Circulation*

Meade Lane was kept as a through street, but was redesigned so that the Administration building, Police station and SMFR station front the street in order to create a small town, “Main Street” feel with head-in parking along Meade Lane. A pedestrian crosswalk ties the two sides of the road together. Meade Lane divides the public parking lot from the SMFR and City parking and storage facilities. A median was also incorporated at the intersection of E. Quincy Ave. and Meade Lane in order to encourage motorists to slow down within this area as the drive lanes are narrower. The median also provides a safe haven for pedestrians crossing the street at this intersection.

### *Parks and Open Space*

Concept B has a moderately active park program. A large amphitheater, that may be used for community gatherings, such as movie night, was located next to the pond. Other program elements incorporated include: a smaller community plaza; a multi-use field; a xeric demonstration garden; fishing deck; a new large themed playground; climbing walls; enhanced existing themed playground; renovated existing picnic shelters; a life science walk; and history walk that incorporates a short length of boardwalk through the wetlands and interpretive signs. A new large picnic shelter overlooking the wetlands was incorporated and is a unique component to this concept. These program elements are in addition to the existing equestrian riding ring and trails.

## **6.4 Concept C**

### *Buildings*

This concept shows Public Works fully integrated into the site. It is anticipated that materials and vehicles

will be stored on-site and all Public Works offices will be on-site. As a result of these function remaining on-site, there is a large area shown as “Public Works Yard” on the plan. The SMFR and City Police stations would be constructed during the first phase of the project and have been located on the north-eastern portion of the site in order to minimize impacts to the City’s operations. The new Public Works yard and building would be built in a later phase and, in the interim, would occupy the space now utilized by the SMFR station and existing Public Works yard. The Administration building will be built last. The Administration building and City Police station would be located along what was Meade Lane to help create a small town, “Main Street” feel. The west side of the Administration building overlooks the pond and wetlands areas and provides an excellent opportunity to create a unique and prominent community plaza.

### *Access and Circulation*

To address concerns about traffic on Meade Lane, a cul-de-sac was incorporated to dead-end the street south and east of the site to eliminate cut through traffic. Proposed access to the Cherry Hills Village public buildings would remain from E. Quincy Ave. A loop drive originates from this intersection and will circulate traffic around the Public Works yard which is located in the center. A small parking area was incorporated at the southern portion of this loop drive and was intended for the use of park visitors. A new restricted access drive adjacent to the eastern edge of the property connects to E. Quincy Ave. This restricted access drive would be utilized by City and SMFR vehicles. Visitors and employees would share the parking lots.

### *Parks and Open Space*

Concept C has the least amount of park program elements of the three concepts. The goal of this concept was to keep the park relatively passive. The lot located at 90 Meade Lane was not included in this concept so that alternative future uses could be explored by the City. Program elements that have been incorporated and include: a small community plaza; a xeric demonstration garden; a fishing pier; enhanced existing themed playground; renovated existing picnic shelters; and a life science walk which incorporates a short length of boardwalk through the wetlands and interpretive signage. The existing equestrian riding ring and trail would remain.

## 6.5 Recommendations for Final Plan

The final conceptual plan was developed based on the information and research acquired from studying related planning efforts and integrating them into the plan, information gained through the site inventory and assessment, and the community input process, which concluded with the Community Open House. During the Community Open House, the three conceptual plan options were presented, and attendees, as well as other community members, were able to provide feedback through a survey provided at the meeting and on the Cherry Hills Village website. The results from the survey and comments received through email were synthesized and considered during the development of the final conceptual plan. The following paragraphs describe key components of the final conceptual plan.

### *Buildings*

Buildings have been sited to allow views into the site and have been generally located adjacent to E. Quincy Ave. The buildings located east of Meade Lane are also located above the 100 year floodplain. Development of these buildings does not require a CLOMR. The consensus from the public input regarding the ultimate location of Public Works was to have it remain partially on-site, as shown in Concept B. In Concept B it was anticipated that most of the material and equipment storage would be relocated off-site. As a result, a significant area adjacent to the wetlands has been incorporated into John Meade Park. The Public Works Office and a few essential vehicles will remain on-site in order for the City to be able to address the immediate needs of the community when necessary. The Public Works building, SMFR station, City Police station and community room are all located east of the community plaza (vacated Meade Lane). SMFR, City Police and the Public Works department share a secured auto court; access shall be restricted to these uses. The Administration Building anchors the west side of the community plaza.

### *Access and Circulation*

The preferred solution to address access to the site and traffic calming at the E. Quincy Ave. and Meade Lane intersection was the provision of a cul-de-sac to dead-end Meade Lane south and east of the site eliminating cut-through traffic. Access to the Cherry Hills Village Administration building is provided by E. Quincy

Ave. A community plaza has been incorporated into the overall plan where Meade Lane once bisected the City's property, and structures have been located outside of the existing utility easement avoiding costly utility relocation. A loop drive surrounds the buildings. This loop will discourage cut through traffic on Meade Lane. The west portion of the loop is intended for public access and incorporates visitor parking. The east portion of the loop will provide access to employee parking and to the new SMFR station, City Police and Public Works auto court. Above ground fuel tanks would also be located in this auto court and would serve SMFR, City Police and Public Works vehicles.

Parking capacity for the City has increased; 32 spaces have been dedicated for City staff, 9 covered spaces have been provided for the City's police vehicles, 54 spaces have been provided for visitor parking, and of those, 20 spaces have been located in close proximity to the new Village Green and John Meade Park. A raised table is incorporated at the intersection of E. Quincy Ave. and the entrance to the Village Center in order to slow motorists and provide a safer pedestrian crossing.

### *Parks and Open Space*

As a result of many of the buildings being located east of the vacated Meade Lane, as well as the relocation of the Public Works yard to an off-site location, a significant amount of open space has been incorporated into the final conceptual plan. In addition to increasing the amount of buffer between the built environment and the wetlands, views into and through the site have also been enhanced. A number of other items were included in the final conceptual design and were based on the feedback received during the community input process. These elements include the addition of a community plaza, amphitheater, renovating the existing playground and picnic shelters and adding additional trail connections throughout the Village Center.



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Concept A

Component	Program
Access:	<ul style="list-style-type: none"><li>• Exit Off Quincy</li><li>• Closed to Meade Lane</li></ul>
Public Works Facilities:	<ul style="list-style-type: none"><li>• Not Included</li></ul>
Community Room:	<ul style="list-style-type: none"><li>• New/Detached</li></ul>
Parks:	<ul style="list-style-type: none"><li>• Highly Active Program</li></ul>
New CLOMR:	<ul style="list-style-type: none"><li>• Yes</li></ul>
Traffic Calming:	<ul style="list-style-type: none"><li>• Raised Table Cross Walk</li></ul>
LEED Features:	<ul style="list-style-type: none"><li>• Include Green BMP's</li><li>• LEED Certification</li></ul>
Natural Park Design Program Includes:	<ul style="list-style-type: none"><li>• Climbing Walls</li><li>• Spray Ground</li><li>• Basketball/Sport Court</li><li>• Life Science Walk</li><li>• Fishing Pier (Community Deck)</li><li>• Outdoor Ice Rink</li><li>• Area for Farmer's Market</li><li>• Xeriscape Demonstration Garden</li><li>• Community Plaza</li><li>• New Picnic Shelter (Small)</li><li>• Existing Renovated Picnic Shelters</li><li>• History Walk</li><li>• Art Walk</li><li>• Playfield/Multi-Use Field</li><li>• New Themed Playground</li><li>• Linear Playgrounds integrated into walks</li><li>• Enhanced Existing Themed Playground</li><li>• 2 Possible Locations for "Movie Night"</li><li>• Equestrian Ring</li><li>• Equestrian Trail</li></ul>



NOTE: THIS PLAN IS CONCEPTUAL AND IS SUBJECT TO CHANGE.

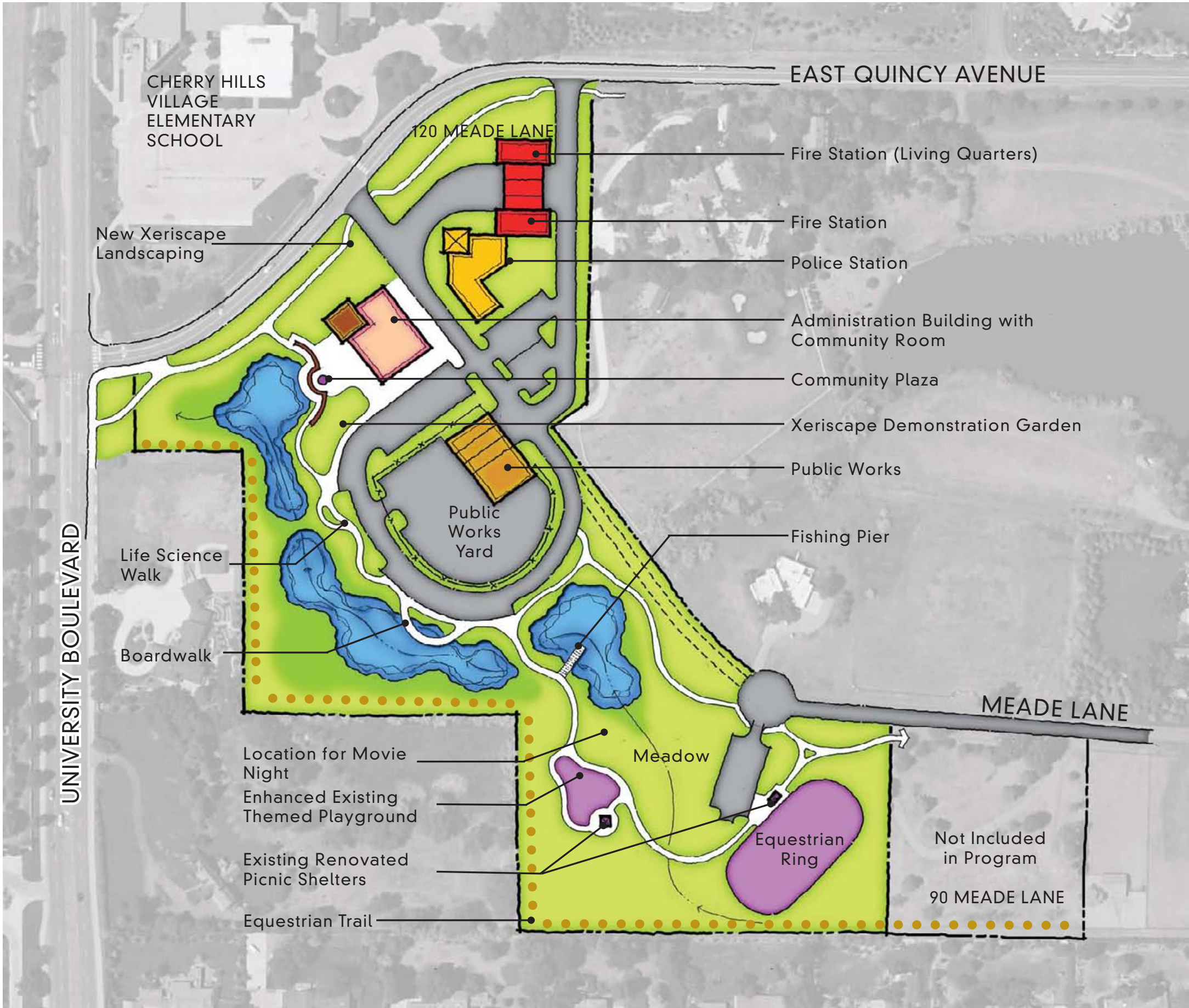












Concept C

Component	Program
Access:	<ul style="list-style-type: none"><li>• New East Access Quincy</li><li>• Closed to Meade Lane</li></ul>
Public Works Facilities:	<ul style="list-style-type: none"><li>• Full Facility</li></ul>
Community Room:	<ul style="list-style-type: none"><li>• New Attached to Admin</li></ul>
Parks:	<ul style="list-style-type: none"><li>• Least Active Program</li></ul>
New CLOMR:	<ul style="list-style-type: none"><li>• Yes</li></ul>
Traffic Calming:	<ul style="list-style-type: none"><li>• No Improvements</li></ul>
LEED Features:	<ul style="list-style-type: none"><li>• Limited Green BMP's</li><li>• No LEED Certification</li></ul>
Natural Park Design Program Includes:	<ul style="list-style-type: none"><li>• Life Science Walk</li><li>• Fishing Pier</li><li>• Xeriscape Demonstration</li><li>• Community Plaza</li><li>• Existing Renovated Picnic Shelters</li><li>• Enhanced Existing Themed Playground</li><li>• Location for "Movie Night"</li><li>• Equestrian Ring</li><li>• Equestrian Trail</li></ul>



NOTE: THIS PLAN IS CONCEPTUAL AND IS SUBJECT TO CHANGE.





# Final Conceptual Plan





## 7.0 FINAL CONCEPTUAL PLAN

### 7.1 Plan Overview

Success factors and objectives were determined in the early stages of the process and are realized in the final conceptual plan. The final conceptual plan also integrates community input and preferred elements of each of the preliminary concept plans A-C.

The plan, Figures 10 and 11, includes the relocation of the Public Works materials and storage to an off-site location, while maintaining the Public Works offices and a few essential vehicles on-site in order for the City to be able to address the immediate needs of the community when necessary. As a result, the area that once housed the Public Works yard has been integrated into John Meade Park, significantly increasing the parks and open space in the new Village Center. This approach also addresses incompatibility of Public Works operations, which is more of a light industrial use, with the existing residential uses that are directly adjacent to this site.

The proposed facilities and associated building square footages were based on the Space Needs Analysis that was completed during the previous design effort for the Village Center. Slight modifications were made to the program based on input received from the City during the current planning process. A combined facility for SMFR station and the City Police station was also integrated into the final conceptual plan.

The overall building layout for the entire campus addresses a number of objectives. In addition to opening up views into the site, the building location allows the existing utility corridor located in Meade Lane to remain, eliminating the need for expensive utility relocation. This approach also allows the project to be phased, allowing the City to remain functional during construction. The buildings were “fit tested” on the site. The fire station is a 2-story building and the remaining buildings were assumed to be single story.

Preliminary cost information based on the final conceptual plan has also been provided. Project phasing strategies that address the City’s need to remain functional during construction have also been included, along with a proposed project schedule.

The final conceptual plan elements are further described in the following sections.

### 7.2 Plan Elements

#### *Fire Station (2-story)*

The Fire Station is located adjacent to E. Quincy Ave. and is proposed to be designed jointly with the City Police facility. These facilities are located within a complex of buildings with SMFR being a two-story building that will house office functions on the first floor; the 2nd floor will be used for the residential component of the SMFR station.

#### *Fire Station Bays*

Ingress to the two (2) fire station bays is provided from the loop road that circulates through the site. Egress is provided from a dedicated driveway that accesses E. Quincy Ave.

#### *Police Station (1-story)*

The police station is located adjacent to E. Quincy Ave. and as stated previously, it will be designed jointly with the SMFR station. This approach will allow for shared use of some functions by these two entities that may result in some cost savings for the City. Potential shared or common areas for the SMFR station and City Police station may include, but are not limited to the following:

- Entry/Vestibule
- Reception
- Public Restrooms
- Community/Training Room
- Administrative Circulation Corridors
- Fitness Room
- IT/Communications Room
- Mechanical Room
- Plumbing/Sprinkler Room
- Electrical Room
- Miscellaneous Storage

#### *Community Room/Court Room/Council Chambers*

This facility is located with the complex of buildings that includes the SMFR station, City Police station and Public Works. This facility will allow for multiple functions including serving as the City’s Council



Chambers, Court room and will also be available for public use as a community room. There is an opportunity to provide a building that makes and architectural statement for this 1-story building.

### ***Covered Police Vehicle Parking (9 spaces)***

Dedicated covered police vehicle parking is provided directly adjacent to the new City Police station. These spaces are located in a limited access area that will provide safe, secure parking for police vehicles. These spaces will provide protection from the elements.

### ***Dedicated City Staff Parking (32 Spaces)***

Dedicated City staff parking has been provided and is located on the east side of the new Meade Lane loop road.

### ***Landscape Buffer and Masonry Wall Screening***

A landscape buffer and masonry wall is located adjacent to the SMFR, Police and City vehicle auto court and the adjacent residential use. The buffer would consist of a variety of plant material that will provide color, texture and structure year round, while buffering the new facility from the existing home directly to the east. Masonry wall materials should be compatible with the building architecture.

### ***Public Works Office***

The Public Works office is located in proximity to the new SMFR and City Police facility. The office is located next to the Public Works bays that will allow on-site storage of seasonal equipment.

### ***Public Works Bays***

The Public Works bays are located adjacent to E. Quincy Avenue in the complex of building that include the Public Works offices, SMFR station and City police station. These bays will provide an area for limited seasonal equipment storage that will allow the City to respond to the needs of the community quickly.

### ***Traffic Calming Measures***

The preferred solution to address access to the site and traffic calming at the E. Quincy Ave. and Meade Lane intersection was a raised table crosswalk. This crossing consists of an elongated speed table, with a flat portion that is the width of a crosswalk, typically 10-15 feet in width. This design element will reduce vehicle speeds; enhance the pedestrian environment by raising the level of the crossing and making the pedestrian more

visible to approaching motorists.

### ***Administration Building (1-story)***

The new Administration Building is located on the opposite side of the community plaza from the SMFR station, City Police station and Public Works facilities. There is an opportunity to provide a corner architectural statement on this building

### ***Visitor Parking (54 Spaces)***

Visitor parking is provided directly adjacent to the new Administration Building. This parking may be used by Cherry Hills Village Elementary school due to the close proximity to the school and the enhanced pedestrian connection at E. Quincy Ave. and Meade Lane.

### ***John Meade Park Visitor Parking (20 Spaces)***

Parking is also provided directly adjacent to the new Village Green and existing John Meade Park. These spaces provide easy access to these open space amenities.

### ***Community Plaza***

The community plaza is located between the proposed Administration Building and the new SMFR station, City Police station and Public Works on what was Meade Lane. This space may be used and program for a number of community oriented activities such as a farmers market or the holiday tree lighting event. The space is designed to be flexible to accommodate a variety of uses over time. The space is intended to be flexible so that over time, this space will be able to accommodate new activities as trends and desires of the community change. The location of the Community Plaza accommodates the existing utility corridor that will remain.

### ***Village Green***

The Village Green is located between two ponds in close proximity to the new Administration Building. This large, open expanse of lawn area may be used for community wide activities including movie nights, picnicking, or for active recreation such as throwing around a ball or Frisbee. This space has been designed in conjunction with an amphitheater. This new amenity accomplishes several goals; it provides a real "Civic" space for the City to program for community-wide functions, and it increases the public's awareness of John Meade Park by extending the park north and

making it a central part of the Village Center campus. The Village Green has excellent western views and also overlooks the ponds and wetlands.

#### ***Amphitheater***

The amphitheater is located on the west side of the Village Green and overlooks the pond. This area may be used for community events such as concerts or other performances and is sited to take advantage of the western views and sunsets.

#### ***Pond and Wetlands***

The existing ponds and wetland areas shall remain and be increased in size due to the relocation of the Public Works yard to an off-site location.

#### ***New Bridge***

The bridge provides a connection from the Village Green over the pond/wetlands to the existing John Meade Park.

#### ***Renovated Existing Playground***

The existing playground equipment will be renovated and will remain in its current location in John Meade Park.

#### ***Renovated Existing Shelter***

The existing picnic shelter will be renovated and will remain in its current location in John Meade Park.

#### ***Existing Equestrian Riding Ring***

The existing equestrian riding ring and parking lot shall remain in their current locations.

#### ***Pastoral Landscape Treatment***

The existing landscape should be enhanced as the site redevelops and should consider the pastoral and rural character of the City of Cherry Hills Village.

#### ***90 Meade Lane – Opportunity Lot***

90 Meade Lane has not been included in the design. There is an opportunity for the City to evaluate a number of scenarios for this future lot.

#### ***Meade Lane Loop Drive***

A loop drive surrounds the buildings. This loop will discourage through traffic on Meade Lane.

#### ***Dedicated Egress for Public Works Bays***

A dedicated service egress is provided that provides access to E. Quincy Ave.

Three conceptual renderings of the final conceptual plan have been included, see Figures 12-14.

### **7.3 Phasing**

#### ***Project Phasing Overview***

The property located at 120 Meade Lane is vacant and is primarily located above the 100-year floodplain. This area provides an opportunity to build the new SMFR station, City police station, Public Works offices and the Community Room/Court Room/Council Chambers during the first phase of construction without impacting the existing City buildings or needing a CLOMR as part of this phase. This allows the existing City building to remain functional during the initial phase of construction, which was a goal of the conceptual plan process.

Once this portion of the site is developed and these services have been relocated, construction of the new administration building can occur. This new building would be built to the east of the existing Administration Building, in the existing parking lot area. Construction would not affect the current Administration Building. The vacated Public Works office, storage area and SMFR station would be demolished and this space would be utilized for temporary parking.

The final phase of the project would begin once administrative functions have moved to their new building. The western portion of the loop and the visitor parking would then be constructed. Meade Lane would be closed off and the community plaza and the Village Green and the balance of park improvements could then be constructed. The phases are described in detail in the following sections and in Figures 10-11.

#### ***Phase IA***

Phase IA includes constructing the SMFR station and City Police station, as well as the Community Room/Courtroom/Council Chambers. This portion of the project will be built on the lot at 120 Meade Lane, which is largely located above the 100-year floodplain. A CLOMR would not be required to complete this phase

of the project. This approach addresses a number of the CCCC recommendations including providing a joint facility shared by the City Police Department and the SMFR. It also addresses residents' desire for the SMFR station to remain located as an anchor in the center of Cherry Hills Village.

### *Phase 1B*

Phase 1B would include forming a task force to explore and make a final recommendation regarding design options for Public Works. The two options considered include the following:

- Recommend a suitable off-site location and detailed plans to move the entire Public Works Department to this new location.

or

- Recommend a suitable off-site location and plans to move the Public Works Yard and Storage. A partial Public Works facility would be built at the Village Center site directly adjacent to the new SMFR and City Police facility. (This option is depicted on the final conceptual plan).

This phasing approach will allow Public Works to remain operational in the current location while the Task Force determines the best approach to move forward with the design of Public Works facility.

### *Phase 2*

Phase 2 includes constructing the remainder of the proposed improvements included in the final conceptual plan. These improvements include the following:

- Administration Building
- Village Green
- Pastoral Landscape Improvements
- Community Plaza
- Community Amphitheater
- Traffic Calming on E. Quincy Ave. at the Meade Lane intersection
- The balance of Open Space Related Items
- Prepare CLOMR Documents and Implement



Conceptual Plan - Phase 1 (A&B)



PHASE	PROPOSED IMPROVEMENTS	PROPOSED S.F.	TOTAL S.F.
Phase 1A	Fire Station <ul style="list-style-type: none"><li>•Offices</li><li>•Residences</li><li>•3 Bays</li></ul>	3,250 3,250 3,500	10,000
	Police Station	6,000	6,000
	Community Room/Court Room/Council Chambers	2,500	2,500
	Parking <ul style="list-style-type: none"><li>•Covered Police Vehicle Parking (9)</li><li>•Dedicated Staff Parking (32)</li></ul>		
Phase 1B	Public Works <ul style="list-style-type: none"><li>•Offices</li><li>•2 Bays</li></ul>	3,600 3,200	6,800





Conceptual Plan - Phase 1 & 2



PHASE	PROPOSED IMPROVEMENTS	PROPOSED S.F.	TOTAL S.F.
Phase 1A	Fire Station <ul style="list-style-type: none"><li>•Offices</li><li>•Residences</li><li>•3 Bays</li></ul>	3,250 3,250 3,500	10,000
	Police Station	6,000	6,000
	Community Room/Court Room/Council Chambers	2,500	2,500
	Parking <ul style="list-style-type: none"><li>•Covered Police Vehicle Parking (9)</li><li>•Dedicated Staff Parking (32)</li></ul>		
Phase 1B	Public Works <ul style="list-style-type: none"><li>•Offices</li><li>•2 Bays</li></ul>	3,600 3,200	6,800
Phase 2	Administration Building	7,500	7,500
	Parking <ul style="list-style-type: none"><li>•Visitor Parking (54)</li><li>•Park Visitor Parking (20)</li></ul>		
	Community Plaza		
	Village Green		
	Community Amphitheater		
	Pond/Wetlands		
	New Bridge		
	Renovated Existing Playground		
	Renovated Existing Shelters (2)		

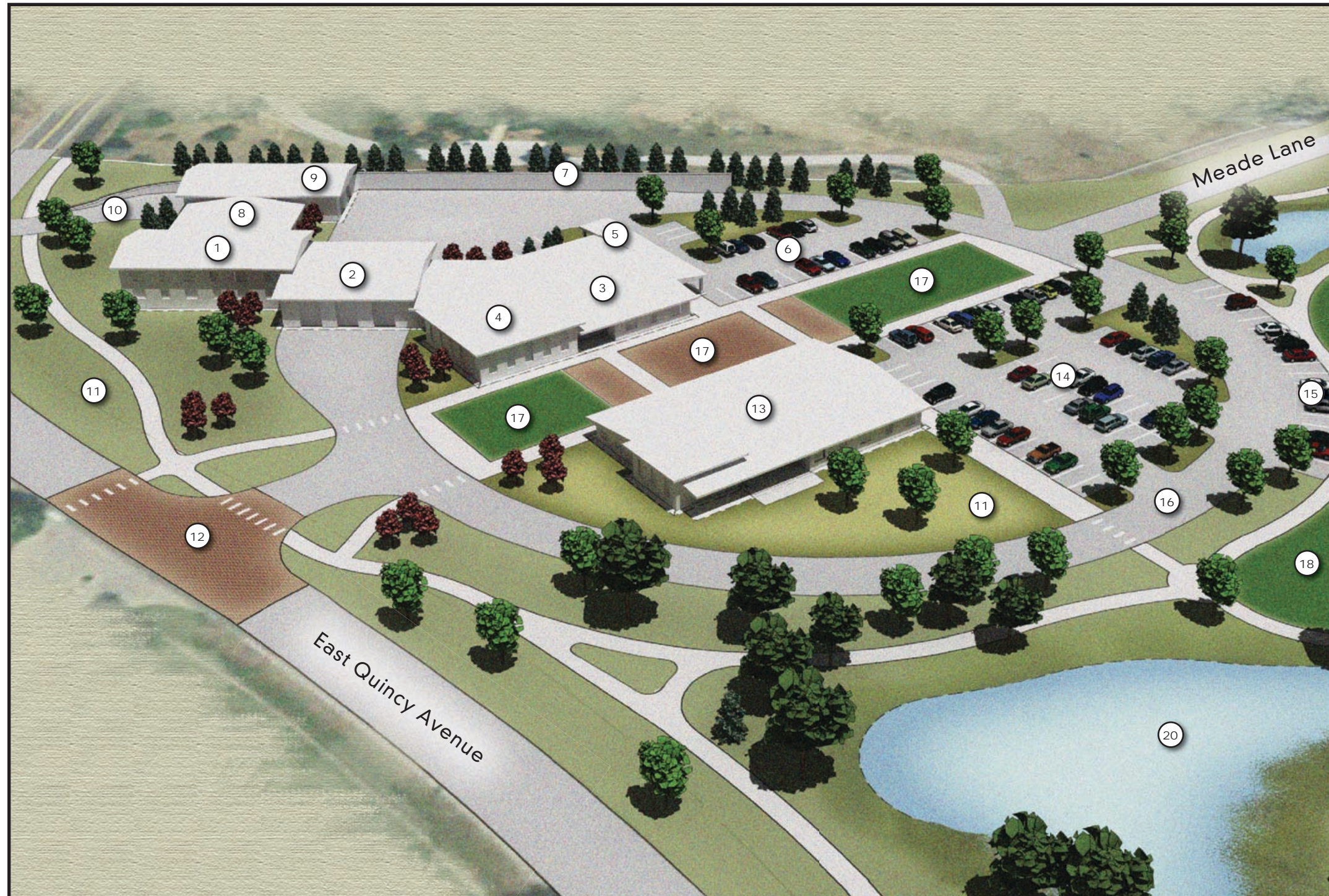


NOTE: THIS PLAN IS CONCEPTUAL AND IS SUBJECT TO CHANGE.





# Conceptual Rendering 1



## CONCEPTUAL PLAN ELEMENTS

1. Fire Station Offices / Residences
2. Fire Station Bays
3. Police Station
4. Community Room / Court Room / Council Chambers
5. Covered Police Vehicle Parking (9 spaces)
6. Dedicated Staff Parking (32 spaces)
7. Landscape Buffer & Masonry Screening
8. Public Works Offices
9. Public Works Bays
10. Dedicated Access for Public Works Bays
11. Pastoral Landscape Theme throughout Village Center
12. Traffic Calming (Raised Table)
13. Administration Building
14. Visitor Parking (54 spaces)
15. Park Visitor Parking (20 spaces)
16. Loop Road Access
17. Community Plaza
18. Village Green
19. Community Amphitheater
20. Pond / Wetlands
21. New Bridge
22. Renovated Existing Playground
23. Renovated Existing Shelters
24. Existing Equestrian Riding Ring
25. Existing Equestrian Trail
26. 90 Meade Lane - Opportunity Lot



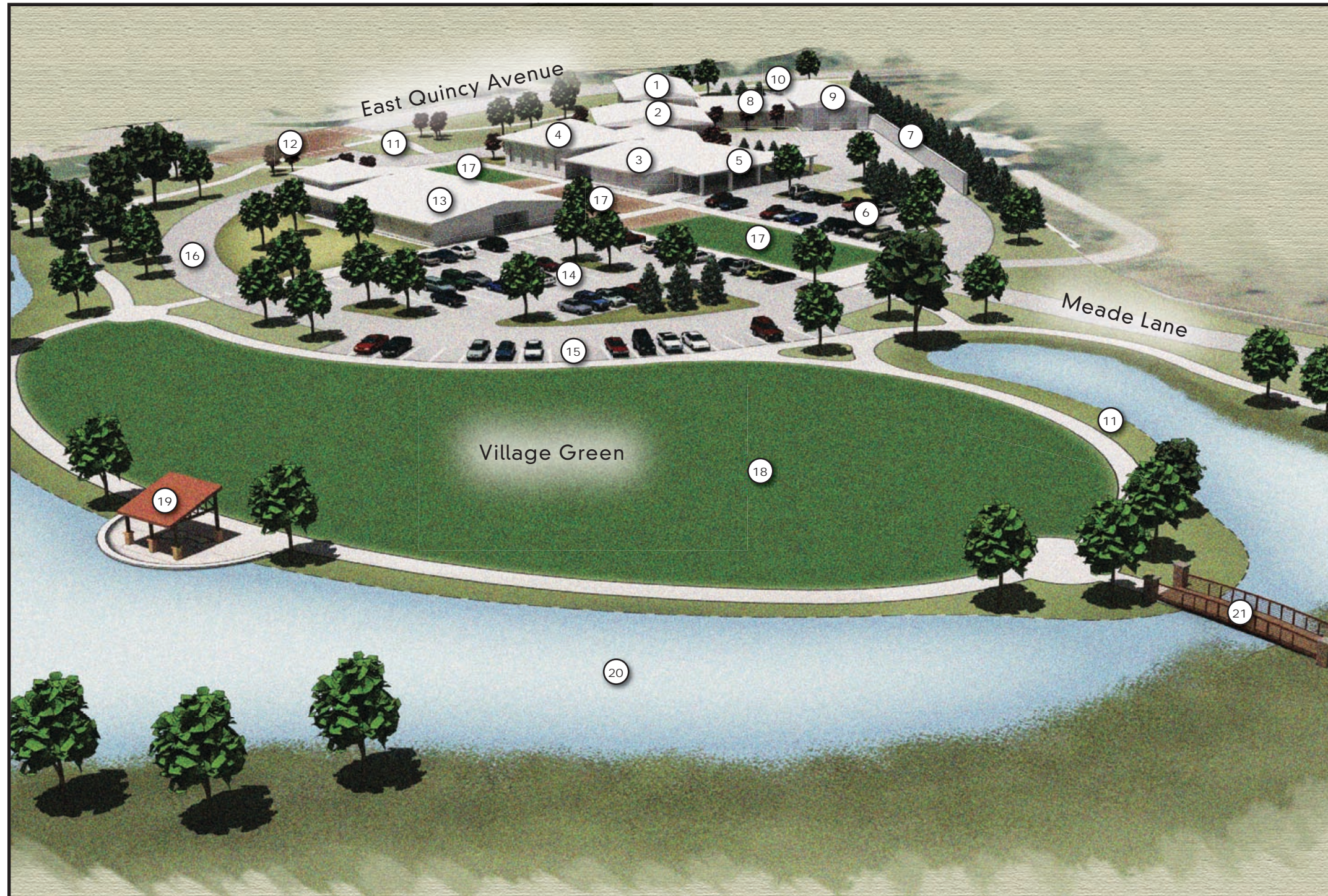




## Conceptual Rendering 2

### CONCEPTUAL PLAN ELEMENTS

1. Fire Station Offices / Residences
2. Fire Station Bays
3. Police Station
4. Community Room / Court Room / Council Chambers
5. Covered Police Vehicle Parking (9 spaces)
6. Dedicated Staff Parking (32 spaces)
7. Landscape Buffer & Masonry Screening
8. Public Works Offices
9. Public Works Bays
10. Dedicated Access for Public Works Bays
11. Pastoral Landscape Theme throughout Village Center
12. Traffic Calming (Raised Table)
13. Administration Building
14. Visitor Parking (54 spaces)
15. Park Visitor Parking (20 spaces)
16. Loop Road Access
17. Community Plaza
18. Village Green
19. Community Amphitheater
20. Pond / Wetlands
21. New Bridge
22. Renovated Existing Playground
23. Renovated Existing Shelters
24. Existing Equestrian Riding Ring
25. Existing Equestrian Trail
26. 90 Meade Lane - Opportunity Lot









## Conceptual Rendering 3

### CONCEPTUAL PLAN ELEMENTS

1. Fire Station Offices / Residences
2. Fire Station Bays
3. Police Station
4. Community Room / Court Room / Council Chambers
5. Covered Police Vehicle Parking (9 spaces)
6. Dedicated Staff Parking (32 spaces)
7. Landscape Buffer & Masonry Screening
8. Public Works Offices
9. Public Works Bays
10. Dedicated Access for Public Works Bays
11. Pastoral Landscape Theme throughout Village Center
12. Traffic Calming (Raised Table)
13. Administration Building
14. Visitor Parking (54 spaces)
15. Park Visitor Parking (20 spaces)
16. Loop Road Access
17. Community Plaza
18. Village Green
19. Community Amphitheater
20. Pond / Wetlands
21. New Bridge
22. Renovated Existing Playground
23. Renovated Existing Shelters
24. Existing Equestrian Riding Ring
25. Existing Equestrian Trail
26. 90 Meade Lane - Opportunity Lot







## 7.4 Sustainable Design

A new Cherry Hills Village Center has an opportunity to be built with sustainable design and building practices. Green building practices not only greatly reduce or eliminate negative environmental impacts, they also can reduce operating costs and greatly enhance the working environment. At the time of this final conceptual plan preparation, the Leadership in Energy and Environmental Design (LEED) Green Building Program was the “benchmark” for sustainable design. LEED is an excellent resource for ideas on building Green, and in the future it or a comparable green building program should be evaluated.

The LEED rating system is a tool to gauge how well a project incorporates green elements into the design. This program also offers an opportunity to get a building LEED Certified by submitting credits for review, however, this is not required.

The site itself is a sustainable choice. By locating many of the City’s public service offices on a previously developed site in an infill area, the development of a “Greenfield” site is avoided. The many services provided at the Village Center are located centrally to the community, making it accessible to the residents and visitors to Cherry Hills Village. The Village Center is less than a half mile (10 minute walk) to a Regional Transportation District (RTD) bus stop at E. Quincy Ave. and University Blvd., providing alternative transportation access to the site, another potential LEED credit.

The use of native and adapted plant material is one major sustainable element that can easily be incorporated into the overall site. Water loving sod areas can be replaced with naturalized grasses and shrubs which require much less water, maintenance and fertilizers. Naturalized grasses and shrub plantings could be a consistent theme throughout the redevelopment and could potentially increase and enhance wildlife habitat. Several LEED credits are linked to this sustainable element.

Maximizing open space is another key component of sustainable design that is obtainable for this project. Minimizing and concentrating the developed area allows for more unobstructed open space which in turn allows for increased wildlife habitat, increases

in storm water infiltration and strengthens human connections to the outdoors.

The final concept pushes all developed area away from the wetlands to one corner of the site. This allows for a significant amount of land along the edges of the wetlands that is now highly disturbed with buildings and the Public Works maintenance yard to become open space.

Storm Water Quantity and Quality Control are primary elements in creating a sustainable project. The goal is to limit the disruption of the natural storm water flows that results from development. Excessive runoff caused by development leads to erosion and increases in infrastructure to handle the water. The storm water that runs off roofs and parking lots contains sediment and contaminants that have negative impacts to water quality. By incorporating features such as detention ponds, pervious paving, green roofs, and rain gardens storm water is able to be absorbed and/or filtered.

Minimizing the ‘Heat Island Effect’ is a sustainable practice that can be incorporated into this development and is linked to several LEED points. Dark surfaces such as asphalt absorb a lot of heat which is why major developed areas can be as much as 10 degrees above the surrounding rural areas. By incorporating lighter surfaces such as bright white concrete instead of asphalt, or using green roofs rather than standard roofs allows for less heat to be trapped.

Personal vehicles are a major contributor to air pollution. Limiting the amount of personal vehicles on the road is environmentally friendly and is linked to several LEED points. There are a number of components that can be implemented including: encouraging employees and visitors to use public transportation or bicycle, dedicating preferred parking to fuel efficient vehicles and limiting the amount of available parking.

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# Preliminary Cost Information





## 8.0 PRELIMINARY COST INFORMATION

A comprehensive preliminary cost estimate for the final conceptual plan has been developed. The cost estimate is broken down into the two anticipated phases. Unit prices are based on industry standards. This estimate is based on the elements depicted on the final conceptual plan and expresses a magnitude of cost, rather than exact numbers due to the level of detail. As the plan is developed further, cost estimates should be updated to reflect costs as the project moves forward. The components of the project included in the estimate are:

- Demolition
- Earthwork
- Utilities
- Infrastructure
- New Buildings
- Hardscape
- Landscape
- Furniture, Fixtures and Equipment (FF&E)

Also included are estimated soft costs including:

- Mobilization
- CLOMR/LOMR Fees
- Design Fees
- Survey Costs

A 10% construction contingency has been incorporated to cover unexpected expenses. A summary of anticipated costs is included on the following page.



**COST ESTIMATE SUMMARY**

Phase / Item	2011	2016	2021
<b>Phase 1A</b>			
Fire Station	\$ 3,736,040	\$ 4,545,464	\$ 5,530,251
Police Station	\$ 2,819,151	\$ 3,429,929	\$ 4,173,032
Court/Council Chambers/ Community Room	\$ 670,827	\$ 816,163	\$ 992,987
<b>Sub-total Phase 1A</b>	<b>\$ 7,226,018</b>	<b>\$ 8,791,556</b>	<b>\$ 10,696,270</b>
<b>Phase 1B</b>			
Public Works	\$ 1,656,956	\$ 2,015,940	\$ 2,452,699
<b>Sub-total Phase 1B</b>	<b>\$ 1,656,956</b>	<b>\$ 2,015,940</b>	<b>\$ 2,452,699</b>
<b>Total Phase 1</b>	<b>\$ 8,882,974</b>	<b>\$ 10,807,497</b>	<b>\$ 13,148,969</b>
<b>Phase 2</b>			
Municipal Building	\$ 3,822,990	\$ 4,651,252	\$ 5,658,957
<b>Total Phase 2</b>	<b>\$ 3,822,990</b>	<b>\$ 4,651,252</b>	<b>\$ 5,658,957</b>
<b>TOTAL</b>	<b>\$ 12,705,963</b>	<b>\$ 15,458,748</b>	<b>\$ 18,807,926</b>

## Notes:

1. This cost estimate is preliminary and is subject to change and is based on the final conceptual master plan dated 11.19.09.
2. This estimate anticipates a 4% inflation rate each year.
3. This estimate includes attaining LEED Silver equivalent design, but does not include certification process.

# Recommendations







## 9.0 RECOMMENDATIONS

The purpose of these recommendations are to guide the City through facilitation and implementation of the final conceptual plan. There were a number of important items discovered during the planning process that require further exploration and investigation by the City in order to continue to move this project forward into the design and construction phase.

The final conceptual plan illustrates that the SMFR station is located as a primary anchor in the Village Center. The plan includes the City Police Department and a multi-functional space for Community Room/Courtroom/Council Chambers in Phase 1 which are the most immediate needs of the Village. Phase 1 is designed to be of a manageable scale and can be accomplished quickly, both from a physical and financial perspective. In order to implement Phase 1 of the final conceptual plan as well as the subsequent phases of design and construction we recommend the following:

**Recommendation #1:** Establish a Building Task Force that explores the following for Phase 1:

- Inter-Governmental Agreement (IGA) with SMFR: An IGA will need to be negotiated between the City and SMFR prior to moving forward with a shared facility.
- Design and Construction (Liaison to SMFR): In addition to addressing the need for the IGA, this task force will also be involved in the design and construction effort associated with the Village Center. They will also serve as a liaison to SMFR throughout the process.
- Cost Benefit Analysis (LEED and Shared Facilities): This task force will also prepare a cost benefit analysis that evaluates incorporating energy efficient and environmental design elements and the shared facility with SMFR and City Police.

**Recommendation #2:** Establish a Public Works Task Force that evaluates the following:

- Public Works Facility Task Force  
Phase 1B Implementation Options

1. Recommend a suitable off-site location and detailed plans for implementation of the entire Village's Public Works Department at that site

or

2. Recommend a suitable off-site location and plans for implementation of a portion of the Village's Public Works Department. Further to build a Partial Public Works Facility on the Village Center site directly adjacent to the Fire/Police Facility. (This option is depicted on the final conceptual plan).

The option for an on-site Public Works facility was eliminated as an option for a number of reasons. This use, specifically the on-site material and equipment storage needs is not a compatible use with the surrounding residential neighborhood. The options provided limit or eliminate this issue. In addition, the area available for development in the initial phase of the project isn't large enough to accommodate the needs for storage and equipment storage. As a result, the two alternatives above were determined to be viable options to address the needs of the Public Works Department as well as would meet the objectives of the plan.

**Recommendation #3:** Establish a John Meade Park Programming Task Force:

This task force will evaluate the programming options for John Meade Park and the expanded open space areas associated with the Village Center as outlined in the Phase 2 Implementation Options above. The survey results and input gained through the process were inconclusive; although many people verbalized the need for more active parks during the community input process, the survey results didn't reflect this desire. This task force will also investigate branding and programming opportunities for the community plaza and Village Green.

**Recommendation #4:** *Establish a Building Task Force that explores the following for Phase 2:*

- **Design & Construction:** This task force will be involved in the design and construction effort associated with Phase 2.
- **Cost Benefit Analysis (LEED):** This task force will also prepare a cost benefit analysis that evaluates incorporating energy efficient and environmental design elements into the project.

# Appendix

