

Community Values

Authentic
Connected
Accountable
Bold

Town Council
5-year Goals:

- Approach community challenges through active collaboration and public engagement.
- Accommodate growth in a way that maintains our rural feel.
- Enable people who live and work here to thrive.
- Retain the unique character and traditions of Crested Butte.
- De-emphasize cars and focus on walking, biking, and transit.
- Continue to passionately care for our natural surroundings and forever protect Red Lady.
- Act on the urgency of climate change and prepare for the changes we expect from it.

Critical to our success is an engaged community and knowledgeable and experienced staff.

AGENDA
Town of Crested Butte
Regular Town Council Meeting
Town Council Chambers
507 Maroon Ave; Crested Butte, CO
Monday, May 5, 2025

Meeting information to connect remotely:
<https://us02web.zoom.us/j/81306361297>
Join via audio: +1 719 359 4580 US +1 669 444 9171 US +1 253 205 0468 US +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US +1 305 224 1968 US +1 309 205 3325 US
Webinar ID: 813 0636 1297

Public comments may be submitted at any time to the entire Council via email at towncouncil@crestedbutte-co.gov.

The times are approximate. The meeting may move faster or slower than expected.

6:00 WORK SESSION

1) Marshals’ Facility Concept Alternatives.
Staff Contact: Community Development Director Mel Yemma and Chief Marshal Mike Reily

6:15 2) Draft Community Plan - Community Feedback and Refinements Discussion.

Staff Contact: Community Development Director Mel Yemma

7:00 REGULAR TOWN COUNCIL MEETING CALLED TO ORDER BY MAYOR OR MAYOR PRO-TEM

7:02 APPROVAL OF AGENDA

7:03 CONSENT AGENDA

1) April 21, 2025 Regular Town Council Meeting Minutes.
Staff Contact: Town Clerk Lynelle Stanford
2) Amended Memorandum of Understanding (MOU) between the Town of Crested Butte and the Town of Crested Butte Municipal Judge James McDonald.
Staff Contact: Town Clerk Lynelle Stanford

The listing under Consent Agenda is a group of items to be acted on with a single motion. The Consent Agenda is designed to expedite Council business. Council members may request that an item be removed from Consent Agenda prior to the Council’s vote. Items removed from the Consent Agenda will be considered under New Business.

7:05 PUBLIC COMMENT

The public has the opportunity to comment during the public comment period at the beginning of every regular Council meeting. At this time people may speak for up to five minutes on any topic that is not on the agenda. The Mayor may limit public comments to no more than three minutes if it appears there will be many comments on a similar topic. The public comment period is a time for the Council to listen to the people. Council generally should not engage in a two-way conversation at this time nor should the Council feel compelled to respond to the comments. If Council chooses to discuss or take action on a subject brought up during Public Comment that discussion should be held at the end of the Council meeting under “Other Business to Come Before the Council.”

7:10 STAFF UPDATES

7:15 LEGAL MATTERS

7:20 PROCLAMATION

Proclamation designating May 2025 as “Mental Health Awareness Month.”

7:25 PUBLIC HEARING

1) (Second Reading) Ordinance No. 3, Series 2025 - An Ordinance of the Crested Butte Town Council Amending Section 8-2-150 of the Crested Butte Municipal Code.
Staff Contact: Chief Marshal Mike Reily

7:35 NEW BUSINESS

1) Letter from Council for the 2030 Climate Action Plan.
Staff Contact: Sustainability Coordinator Dannah Leeman

7:50 2) Resolution No. 8, Series 2025 - A Resolution of the Crested Butte Town Council Amending the Leasing of Residential Municipal Property Policy.
Staff Contact: Housing Director Erin Ganser

8:05 3) Resolution No. 9, Series 2025 - A Resolution of the Crested Butte Town Council Adopting a Paradise Park Workforce Rental Tenant Selection Plan.
Staff Contact: Housing Director Erin Ganser

- 8:25** 4) Resolution No. 10, Series 2025 - A Resolution of the Crested Butte Town Council Setting an Application Fee for the Paradise Park Workforce Rental Housing Project.
Staff Contact: Housing Director Erin Ganser
- 8:35** 5) Consideration for the Applicant Household Affected by the Paradise Park Lottery Drawing.
Staff Contact: Housing Director Erin Ganser
- 8:55** 6) Discussion on Possible Moratorium on New Development.
Staff Contact: Town Manager Dara MacDonald, Town Attorney Karl Hanlon, and Community Development Director Mel Yemma
- 9:30** **COUNCIL REPORTS AND COMMITTEE UPDATES**
- 9:35** **OTHER BUSINESS TO COME BEFORE THE COUNCIL**
- 9:40** **DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**
- Wednesday, May 14, 2025 - 6:00PM Joint Work Session with Mt. Crested Butte Regarding Mountain Express
 - Monday, May 19, 2025 - 6:00PM Work Session - 7:00PM Regular Council
 - Monday, June 2, 2025 - 6:00PM Work Session - 7:00PM Regular Council
 - Monday, June 16, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- 9:45** **ADJOURNMENT**



Staff Report

May 5, 2025

To: Mayor and Town Council

Prepared By: Mel Yemma, AICP, Community Development Director and Mike Reily, Chief Marshal

Thru: Dara MacDonald, Town Manager

Subject: Marshals' Facility Concept Alternatives

Summary: This work session will present two concept plans for improvements to the existing Marshals' Station. Staff is seeking Council direction on which concept to move forward with for detailed design this year.

Previous Council Action: On March 17, the Town Council approved Resolution No. 5, Series 2025, supporting a grant application to the Colorado Department of Local Affairs (DOLA) for \$200,000 to support the design of an improved Marshals' Station. As part of the 2025 budget, the Council also allocated \$500,000 toward the facility's design. The capital budget currently anticipates spending a total of \$5 million in 2026 and 2027 to improve the facility.

Background: The Marshals' current facility is significantly over capacity, undersized, and the space does not align with best practices for law enforcement, particularly in terms of security. The facility lacks a proper interview room, creating privacy concerns for victims and suspects, and does not provide adequate training space or indoor vehicle storage. The latter is increasingly important as the Town transitions its fleet to electric vehicles through facilitating charging and maintaining battery capacity during cold weather. Though it should be noted that with combustion vehicles, this is also a long-time need as current practice has vehicles idling for long periods during snow events to prevent frozen windshields. Ahead of the work session, Council members are invited and encouraged to take a tour of the current facility on April 29, May 2, or May 5-8 (please contact Mike Reily, mpreily@crestedbutte-co.gov to coordinate a time).

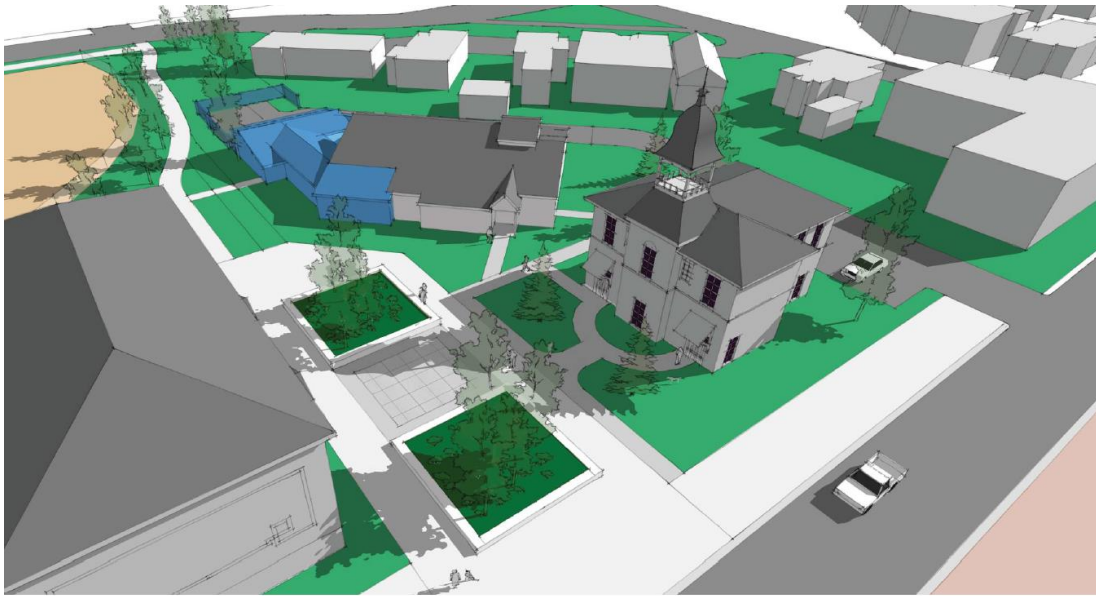
Originally, the Town planned to relocate the Marshals' to Station One (with improvements to that facility) following the Fire District's planned departure. However, in 2023, Council adopted the Town's Facility Plan, which recommended exploring whether the Marshals' Station could be renovated or redeveloped on-site to better meet operational needs and support the creation of a civic campus at Crank's Plaza.

In 2024, the Town secured a \$25,000 DOLA EIAF Administrative Planning Grant, matched with an additional \$25,000, to conduct a concept plan and preliminary budget analysis. Town staff partnered with Torti Gallas and Partners to integrate this work into the broader Community Plan process.

The resulting concept plans explore whether the site can accommodate an improved facility in terms of scale, massing, and general feasibility. Specific design details (e.g., roof pitch, interior layout, windows, landscaping) will be addressed during the formal design phase. The plans were informed by a 2018 needs assessment for the Marshals' office. Additionally, KBUT submitted a letter (attached) on November 1, 2024, requesting additional space and improvements, but did not indicate financial participation in this project.

Discussion: The concept planning process produced two potential approaches. Town staff is seeking Council direction on which concept to advance to detailed design. A summary of each concept and a pros/cons analysis is provided below. Full concept packages are attached.

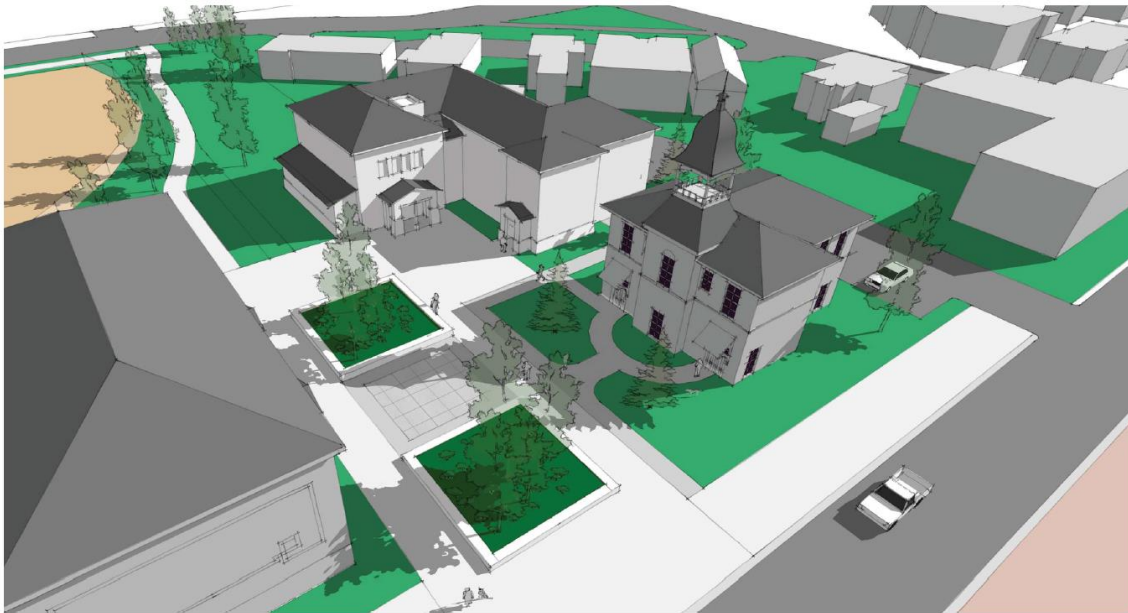
1. **Addition Concept** – This option includes a garage addition and reconfiguration of the interior to meet operational needs and improve security. KBUT's existing space would remain unchanged, but the building would receive general upgrades (e.g., electrical, mechanical, energy efficiency). Future KBUT space needs would be addressed through other long-term planning efforts, such as repurposing Station One or the Center for the Arts' Phase 2. The rough estimate for this concept is approximately **\$3.91 million** (preliminary and subject to construction cost volatility).



Pros	Cons	Additional Refinements in Design
<ul style="list-style-type: none"> • More cost effective • Adds garage and improved interior layout • Adds customer service space for Park Crested Butte • Maintains modest building scale at the plaza • KBUT likely able to remain in place during construction; temporary 	<ul style="list-style-type: none"> • Code upgrades introduce budget unknowns (the estimated budget is conservative to account for replacing mechanical/electrical) • Snow plowing and storage challenges with garage location (which can be further improved in design) 	<ul style="list-style-type: none"> • Assess ideal garage location and vehicle access in consideration of snow removal and storage • Explore adding a storage shed for Town Hall's bike fleet • Refine architecture, roof pitches, and interior layout

Marshal relocation to Station One would be relatively simple	<ul style="list-style-type: none"> • No added space for KBUT • Uncertainty around grant funding 	<ul style="list-style-type: none"> • Improve plaza landscaping and drainage
--	---	--

2. **Full Redevelopment Concept** – This option involves a complete rebuild. The new facility would house the Marshals’ and Park Crested Butte on the first floor, and KBUT and community/meeting rooms on the second. Many of KBUT’s requests would be accommodated, although the Town still plans to explore long-term alternatives for KBUT space. The rough estimate for this concept is approximately **\$8.55 million** (preliminary and subject to construction cost volatility).



Pros	Cons	Additional Refinements in Design
<ul style="list-style-type: none"> • Meets needs of Marshals’ and KBUT • Adds flexible community/meeting space • Opportunity for highly energy-efficient new construction • Efficient garage location that avoids snow storage conflicts 	<ul style="list-style-type: none"> • Higher cost overall • Adds significant mass to Crank’s Plaza, which may feel out of scale • Relocating both Marshals and KBUT during construction would be more complex • Uncertainty around grant funding 	<ul style="list-style-type: none"> • Explore reducing overall scale/mass of building • Explore adding a storage shed for Town Hall’s bike fleet • Further refine roof pitches • Refine architecture, roof pitches, and interior layout • Improve plaza landscaping and drainage

Climate Impact: The design phase will prioritize energy efficiency and electrification. The addition of indoor vehicle storage supports the Town's transition to an electric fleet and reduction of idling of combustion vehicles. Any new construction will comply with current building codes and the additional concept will explore energy-efficient and electrification options through a cost-benefit lens.

Financial Impact: The Town has budgeted \$500,000 for design in 2025 and submitted a grant for \$200,000 (leaving the Town with a \$300,000 match). The conceptual cost estimates are \$3.91 million for the addition and \$8.55 million for the full redevelopment. A \$5 million placeholder exists in the Town's 2026/2027 capital budget for this project.

Legal Review: N/A

Recommendation: Staff recommends proceeding with the Addition Concept into the design phase and further exploring garage placement to mitigate snow management issues. Based on Council feedback, staff will issue an RFP for architectural services in May. The detailed design phase will include broader community engagement and collaboration with KBUT and the Library, recognizing Crank's Plaza as a key civic asset.

ATTACHMENTS:

- Addition Alternative Concept Package
- Redevelopment Alternative Concept Package
- KBUT Letter



Staff Report

May 5, 2025

To: Mayor and Town Council
Prepared By: Mel Yemma, AICP, Community Development Director
Thru: Dara MacDonald, Town Manager
Subject: **Draft Community Plan – Community Feedback and Refinements Discussion**

Summary: This Town Council Work Session is intended to:

1. Review community feedback on the focus areas and considerations in the Draft Community Plan (CP)
2. Discuss proposed refinements for the next draft of the CP

Previous Council Action: On January 6, 2025, the Town Council held a work session to review the purpose of the CP and reaffirm its goals and success measures. The session also introduced the CP Policy Toolbox and key considerations outlined in the Draft Plan.

Council Members Kent Cowherd and John O’Neal have served on the CP Advisory Committee. Several Council members also attended the Compass Navigation Committee meeting on February 5, which introduced the Draft CP considerations and gathered feedback.

Background: About the Draft CP: The CP identifies a long-term vision to improve Crested Butte’s livability, functionality, and sense of community by aligning the Town’s development regulations with the community’s values and strategic goals. The CP seeks to encourage and stimulate private-sector investment in community-serving housing, businesses, and non-profits to address Crested Butte’s pressing local challenges – an escalating affordability crisis, a vulnerable and concentrated economy, a decline in full-time residency, and zoning regulations that are overall failing to produce the housing and infrastructure the community needs.

The Draft CP centers on a clear vision for the community that reflects and integrates the Community Compass goals and values – the vision is centered on keeping Crested Butte, Crested Butte and retaining and growing the full-time community. The Draft CP then outlines key zoning considerations needed to bring that vision to life, which will be codified through a comprehensive update to the Zoning Code, which is expected to begin this summer and will be accompanied by targeted outreach efforts to property owners. Additionally, the CP sets the stage for a forthcoming five-year Housing and Resilient Community Plan—also anticipated to launch this summer—which will actively guide implementation through Town-led development, incentives for property owners, and supportive community programs.

Process Recap: The CP was developed over the past year through the Compass framework, blending community insight with technical expertise.

1. Discovery (March–May 2024):

- Collected data and analyzed trends to better understand local challenges and define the CP goal.
- The “Crested Butte’s Context” chapter (page 14) of the Draft CP describes the overarching challenges, particularly how high land values, rising construction costs, and outdated regulations skew development toward tourism, amenities, and luxury uses, undermining essential community services and threatening Crested Butte’s social and economic fabric.
- The CP’s goal is to improve the livability, functionality, and sense of community in Crested Butte by leveraging the Town’s development regulations to stimulate free market investment in community serving housing, businesses, and non-profits.

2. Desire and Continued Discovery (June–August 2024):

- Continued data analysis and community outreach defined the CP’s success measures:
 - ✓ Ensure that new regulations and incentives align with Crested Butte’s physical character, preserving the Town’s mass, scale, orientation, and the integrity of the historic district and historic resources.
 - ✓ Increase full-time occupancy in the Town.
 - ✓ Increase the quantity, variety, distribution, and opportunities for mobility in deed restricted housing units in the Town.
 - ✓ Increase opportunities for the establishment and retention of community-serving businesses within the Town.
 - ✓ Strengthen social connections by maintaining or enhancing community gathering spaces in the public realm.
 - ✓ Maintain Crested Butte’s rough edges and polish only when necessary.
 - ✓ Support the Town’s transportation mobility goals by increasing opportunities for people to live closer to where they work.
 - ✓ Support the Town’s climate action goals by increasing opportunities for development efficiencies.

3. Design (September–January 2025):

- Explored build-out scenarios and zoning considerations in key focus areas, based on community input and alignment with success measures.
- Focus areas analyzed in the “Unlocking Potential” chapter (page 30) include:
 - Parking Requirements
 - Areas of Stability (historic core and neighborhoods)
 - Bellevue Avenue
 - Sixth Street
 - Slate River Annexation

4. *CURRENT PHASE*: Discussion (February–June 2025):

- The Draft CP (attached) was released for public review from March 7 to April 3, 2025, the Draft includes:
- The public feedback period yielded 70 survey responses and 4 written comments (attached).
- The CP Advisory Committee met on April 10 to review community feedback and identify refinements for the next draft, which will be discussed further during this work session.

Discussion: This work session is intended for Town Council to share feedback on the key considerations of the Draft CP and discuss proposed refinements in response to community input.

The survey collected feedback on the central components of the Draft CP, including the vision, parking requirements, areas of stability, Belleview Avenue, Sixth Street, and the Slate River Annexation. For each focus area, respondents were asked to rate how well the considerations align with the CP's success measures using a scale of 0 (does not meet) – 100 (fully meets). In addition, open-ended responses provided more detailed insights. The full survey summary includes a distribution of rating scores, categorized open-ended responses, and demographic information for context.

The table below outlines each plan element, summarizes key themes from the community feedback (both quantitative and qualitative), and details the committee's proposed refinements.

Focus Area & Considerations	Community Feedback (see attached summary for full results)	Proposed refinements
<u>General Plan</u> <ul style="list-style-type: none"> • Introduces plan purpose and process • Provides context on key challenges and opportunities • States the draft vision • Outlines how the CP toolbox can be leveraged to enable the vision • Sets the stage for upcoming 5-Year Housing & Resilient Community Plan and Corridor Plan 	<ul style="list-style-type: none"> • Mixed views: thoughtful direction vs. too many plans at once • Skepticism about Town's ability to influence future growth • Requests for more clarity on transportation and environmental initiatives • Ongoing concerns about parking 	<ul style="list-style-type: none"> • Frontload the vision • Condense introduction and context chapter; move details to appendix • Replace “Unlocking Potential” with a future land use map, area-specific strategies, and zoning matrix; move toolbox explanations to appendices • Rename “performance zoning” to “incentive zoning” for clarity
<u>Vision</u> <ul style="list-style-type: none"> • Keep Crested Butte, Crested Butte (both physical character and community character (of characters in the community)) • Growing in - not out - in thoughtful ways (commercial areas different than neighborhoods) • Strong community connections • It takes effort and grit, but it's possible to join the community and build a future here 	<ul style="list-style-type: none"> • <i>Reflective of success measures: Average 65/100</i> • Described as “damn good” and forward-thinking • Strong support for full-time resident focus • Some felt it was overly idealistic • Concerns tied to related policies (parking, height, density) 	<ul style="list-style-type: none"> • Make it extra clear and more explicit to retain and grow full-time residency • Shorten and make more concise

<p><u>Parking Requirements</u></p> <ul style="list-style-type: none"> • <i>Residential:</i> Reduce minimums and maximums • <i>Commercial:</i> Maintain demand-based approach; update fee-in-lieu; exempt deed-restricted units • Prohibit structured/underground parking to support affordability 	<ul style="list-style-type: none"> • <i>Reflective of success measures: Average 51/100</i> • Frequent complaint: there's never enough parking • Concern over banning underground parking • Winter vehicle movement is a hassle • Preference for residents parking on-site, tourists parking elsewhere 	<ul style="list-style-type: none"> • Reduce residential minimum to 1 space/unit; current absolute becomes maximum • Confirm the mixed-use scenarios on Bellevue & Sixth (maintaining current commercial requirements and lowering residential to 1 space per unit) • Mixed committee views on underground parking: potential incentive for deed-restricted units (staff recommend maintaining prohibition and consider additional review of environmental impacts)
<p><u>Areas of Stability (Historic Core & Town Neighborhoods)</u></p> <ul style="list-style-type: none"> • Allow two ADUs per lot outside Historic Core (1 must be long-term rental) • Evaluate micro-lot subdivision • Adjust FAR treatment for homes with ADUs (basements/garages may not count), or basements could be prohibited for homes without ADUs • Relax setbacks, open space, and parking for lots with 2 ADUs • Address other zoning improvements: unit size, home occupations, mobile home zone, etc. 	<ul style="list-style-type: none"> • <i>Reflective of success measures: Average 58/100</i> • Broad support for more ADUs/micro-lots; some felt it's too dense • Mixed feelings about regulation trade-offs • STR (short-term rental) debate continues 	<ul style="list-style-type: none"> • Reduce parking minimum to 1 space/unit • Continue evaluating alley access for ADUs/micro-lots, as well as winter access and snow storage
<p><u>Bellevue Avenue</u></p> <ul style="list-style-type: none"> • Maintain light industrial/commercial, add more residential mixed-use • Offer incentives: 4th story on south side, reduced parking/setbacks for percentage of deed-restricted units or commercial 	<ul style="list-style-type: none"> • <i>Reflective of success measures: Average 64/100</i> • Support for mixed use with more residential, but concerns about pushing out commercial • Split feedback on height incentive • Parking concerns persist 	<ul style="list-style-type: none"> • Refine 4th-story incentive to emphasize mass, scale, and design standards • Shift from head-in parking to rear parking; continue exploring sidewalk improvements from TMP
<p><u>Sixth Street</u></p> <ul style="list-style-type: none"> • Expand mixed use (residential + services, restaurants, retail, community spaces) • Incentives: 3 ft. height bonus, reduced parking, flexible setbacks for percentage of deed-restricted/commercial 	<ul style="list-style-type: none"> • <i>Reflective of success measures: Average 61/100</i> • Support for mixed use, but concerns about visual clutter and corridor character • Divided opinions about the 4-way intersection • Ongoing traffic and parking concerns 	<ul style="list-style-type: none"> • Keep 3 ft. height bonus with strong design standards • Postpone 4-way intersection decisions; zone as "P" for now • Consider limiting bonus/incentives south of the 4-way to protect Town entry character

<p><u>Slate River Annexation</u></p> <ul style="list-style-type: none"> • Support higher residential density, add recreation and community services • Offer mix of housing types • Reduce parking minimum to 1 space/unit; utilize on-street parking • Need to maintain 30 ft. height limit per annexation agreement 	<ul style="list-style-type: none"> • <i>Reflective of success measures: Average 61/100</i> • Support for higher density and potential senior living • Persistent concerns about additional growth • Parking concerns remain 	<ul style="list-style-type: none"> • No changes proposed
---	---	---

Climate Impact: The CP supports the goals of the Climate Action Plan and the Transportation Mobility Plan by integrating land use with transportation. This approach is intended to create more opportunities for residents to live closer to where they work, thereby reducing vehicle emissions. The plan focuses on identifying these opportunities within Town limits, while coordination with Gunnison County through the Corridor Plan will expand this integration at the regional level.

Financial Impact: The development of the Draft CP was funded through a \$200,000 grant from the Colorado Department of Local Affairs, with an additional \$150,000 match from the Town over 2024 and 2025. While updates to the zoning code will not result in additional financial impacts, further financial incentives, programs, and Town-led development opportunities will be explored as part of the forthcoming 5-Year Housing and Resilient Community Plan, which will begin this summer.

Legal Review: The Town Attorney has reviewed the zoning code considerations included in the Draft CP and confirmed their feasibility. The Attorney will continue to work with staff throughout the code update process to ensure the final code is clear, concise, defensible, and user-friendly for both the Town and the development community, and that it effectively enables the CP vision.

Recommendation: Staff requests Council feedback and direction on the focus areas and proposed refinements outlined in the Draft CP. Following this work session, staff will incorporate Council input and return with a revised Draft CP for presentation at the joint Town Council and BOZAR Work Session scheduled for May 19.

ATTACHMENTS:

1. Draft Community Plan, published for Community Feedback on March 7
2. Draft Community Plan Feedback Survey Results

MINUTES
Town of Crested Butte
Regular Town Council Meeting
Monday, April 21, 2025

Mayor Billick called the meeting to order at 7:17PM.

Council Members Present: Mayor Ian Billick, Mallika Magner, John O’Neal, Kent Cowherd, Gabi Prochaska, Anna Fenerty, and Beth Goldstone

Staff Present: Town Manager Dara MacDonald, Town Attorney Karl Hanlon, and Parks, Recreation, Open Space & Trails Director Janna Hansen

Town Clerk Lynelle Stanford, Community Development Director Mel Yemma, Housing Director Erin Ganser, Sustainability Coordinator Dannah Leeman Gore, Town Planner I Kaitlyn Archambault, CivicSpark Sustainability Fellow Alexa Luger, and Recreation, Open Space & Trails Supervisor Joey Carpenter (for part of the meeting)

APPROVAL OF AGENDA

Fenerty moved and Prochaska seconded a motion to approve the agenda. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

CONSENT AGENDA

1) April 7, 2025 Special Town Council Meeting Minutes.

Staff Contact: Town Clerk Lynelle Stanford

2) (First Reading) Ordinance No. 3, Series 2025 - An Ordinance of the Crested Butte Town Council Amending Section 8-2-150 of the Crested Butte Municipal Code.

Staff Contact: Chief Marshal Mike Reily

3) Resolution No. 7, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Grant of Revocable License to 1 Gothic LLC, a Texas Limited Liability Company to Encroach into the Right-of-Way Adjacent to the North Portion of Lot 17 and 18, Block 7, Being the Alley North of Gothic Avenue, Town of Crested Butte.

Staff Contact: Town Planner III Jessie Earley

Magner moved and Goldstone seconded a motion to approve the Consent Agenda. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

PUBLIC COMMENT

Billick acknowledged an email received from Valerie and Jeff Jaquith.

STAFF UPDATES

MacDonald updated. Staff members answered questions.

LEGAL MATTERS

None

PRESENTATIONS

1) Yale School of the Environment: Transportation Strategies for Crested Butte.

Kathleen Maeder and Joshua Hernandez, present on Zoom, introduced themselves, and they presented.

2) Jeremy Herzog from Mountain Express Regarding the Whetstone Campus Project Including Scope, Need, and Cost.

Jeremy Herzog outlined the project and answered questions amongst Council discussion.

NEW BUSINESS

1) Elements Mountain Compost Joint Residential Compost Drop-Off Program Updates.

Staff Contact: Sustainability Coordinator Dannah Leeman Gore

Luger and Leeman Gore provided an update. Julie Mach, from Elements Mountain Compost, was present via Zoom. The Council followed the recommendation from Staff included in the packet.

2) Town Council Adoption of the 2030 Climate Action Plan.

Staff Contact: Sustainability Coordinator Dannah Leeman Gore

Leeman Gore reported. Donny Davol commented via Zoom.

Fenerty moved and Goldstone seconded a motion to approve the 2030 Climate Action Plan. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

3) Discussion of Draft Paradise Park Workforce Rental Tenant Selection Plan.

Staff Contact: Housing Director Erin Ganser

Ganser outlined the plan and contrasted it with the housing guidelines.

4) Sustainable Tourism and Outdoor Committee (STOR) Request for Funding Assistance for United States Forest Service (USFS) Seasonal Staff.

Staff Contact: Town Manager Dara MacDonald

Nick Catmur, Gunnison County Stewardship Coordinator, presented and specified the request to be \$10,000. Jake Jones, present at the meeting and on behalf of STOR, and Dave Ochs, from Crested Butte Mountain Bike Association via Zoom, commented.

Fenerty moved and Prochaska seconded a motion to approve \$10,000. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

COUNCIL REPORTS AND COMMITTEE UPDATES

Prochaska updated.

OTHER BUSINESS TO COME BEFORE THE COUNCIL

Joey Carpenter and Jake Jones, from the Land Trust, reported.

DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- Monday, May 5, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Wednesday, May 14, 2025 - 6:00PM Joint Work Session with Mt. Crested Butte Regarding Mountain Express
- Monday, May 19, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, June 2, 2025 - 6:00PM Work Session - 7:00PM Regular Council

EXECUTIVE SESSION

Billick read the reason for Executive Session: to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. Section 24-6-402(4)(a) and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) regarding potential conservation easements.

Magner moved and Goldstone seconded a motion to go into Executive Session. A roll call vote was taken with all voting, “Yes,” except for Prochaska, who was momentarily absent and did not vote. **Motion passed unanimously (6-0).**

Present at the Executive Session were: Mayor Ian Billick, Mallika Magner, John O’Neal, Kent Cowherd, Gabi Prochaska, Anna Fenerty, Beth Goldstone, Dara MacDonald, Karl Hanlon, Janna Hansen, Joey Carpenter, and Jake Jones.

The Council went into Executive Session at 9:55PM. The Council returned to the open meeting at 10:25PM. Mayor Billick made the required announcement upon the return to open meeting.

ADJOURNMENT

Mayor Billick adjourned the meeting at 10:25PM.

Ian Billick, Mayor

Lynelle Stanford, Town Clerk (SEAL)



Staff Report

May 5, 2025

To: Mayor and Town Council
Thru: Dara MacDonald, Town Manager
From: Lynelle Stanford, Town Clerk
Subject: Amended Memorandum of Understanding (MOU) Between the Town of Crested Butte and the Town of Crested Butte Municipal Court Judge James R. McDonald.
Date: April 27, 2025

Background:

The amended memorandum of understanding (MOU) was included on the March 17, 2025, Consent Agenda. The MOU was subsequently removed from the Consent Agenda by Council member Magner, who was seeking further information from Judge McDonald. A response letter from Judge McDonald is attached to the staff report.

Article 7 of the Town's Charter states in part: "...The municipal court shall be presided over and its functions exercised by a judge appointed by the Council for a specified term of not less than two (2) years..."

The amended MOU included in the comprehensive packet is between the Town and Municipal Court Judge James R. McDonald. The term of the proposed MOU is two years, from July 15, 2024, to July 15, 2026, which is unchanged.

There were two amendments from the previous MOU approved by Council:

- The MOU was amended to increase Judge McDonald's pay from \$600 per month, which is one court appearance, to \$750 a month. The effective date of the pay increase would be May 5, 2025, and it would be applied to the next court date, which is May 7, 2025.
- The Town Attorney added Section 4 to the agreement, regarding governmental immunity.

Recommendation:

To approve Mayor Billick signing the amended MOU, reflective of a compensation increase and addition of Section 4, between the Town of Crested Butte and the Town of Crested Butte Municipal Court Judge, James R. McDonald, as part of the Consent Agenda.

Attachments:

- 1) Amended MOU
- 2) Initial email request from Judge McDonald regarding compensation
- 3) Response letter from Judge McDonald to questions posed by Council



Memorandum

To: Town Council

From: Dara MacDonald, Town Manager

Subject: Manager's Report

Date: May 5, 2025

Town Manager

- 1) CCCMA – I was able to attend the annual meeting of the Colorado City and County Managers Association in Glenwood Springs on April 24-25. It is a great opportunity for networking and collaboration. Of particular interest was discussion of some emerging uses of artificial intelligence in local government operations.
- 2) Trainings – Most members of Town staff attending one of two ½ day trainings on collective leadership on April 22nd and 23rd. This work will inform our organizational culture, identifying opportunities for improvement. It will further result in a re-vamped system for performance evaluation going forward.

CIRSA, the Town's property/casualty and worker's compensation insurance provider, will be onsite for several days the week of May 5th. Staff will be participating in a variety of safety and skills trainings including lock out/tag out, flagging, defensive driving, trenching & excavation, and confined spaces, among other exciting topics.

Sustainability

- 1) CC4CA Annual Meeting – Town Manager Dara MacDonald sent an email to Town Council regarding the CC4CA's 2025 Annual Meeting scheduled for June 11 – June 13 in Vail, CO. Unfortunately, Town staff are unable to attend, and our community Board representative, Nicole Blaser, is also likely unavailable. If any Council members are interested in attending as Crested Butte's representation, please reach out to Dara MacDonald.

Public Works

- 1) Streets Maintenance – Streets staff are continuing to perform routine streets maintenance activities, including street sweeping, crack sealing, striping, and alley-ROW gravel maintenance. Street sweeping started in mid April and will continue through May with crack sealing and striping to follow.

Additionally, hot patch repairs are scheduled to start in early May, pending weather. These repairs will require temporary street closure to prepare the subgrade for new asphalt.

Marshals

- 1) No updates.

Parks, Recreation, Open Space and Trails

- 1) Parks Update: Spring has sprung! The crew is busy raking, power washing, repairing, and preparing amenities for opening by Memorial Day.
- 2) STOR update from the 4/24 meeting:
 - Federal Agency staff at the USFS, BLM and NPS received a notice on Wednesday evening to update their resumes in expectation of widespread layoffs as Human Resources reviews their suitability for positions.
 - The committee reviewed goals from the [2023-2025 Strategic Plan](#). Two additions were made.
 - Expand opportunities to implement wildlife crossing along Highway 50 and 135. The committee ultimately landed on the strategic goal being pursuit of feasibility/data collection, land conservation, and community support which would help access opportunities for funding through the state.
 - Agricultural/recreation intersection gate opportunities will be expanded to encompass areas outside of federal lands.
 - Brandon Diamond of CPW is going to take an opportunity to showcase the wildlife planning tool locally now that its nearly complete. STOR members should receive a final product to view shortly.
 - The \$60,000 goal of funding seasonal staff on federal lands through the CBCC is \$15,000 short at the moment. Nick is going to Mt. CB Town Council to request \$10k to close the gap. Hoping that other STOR partners can chip in smaller amounts to get all the way there. Town of Crested Butte contributed \$10k during the 4/10 meeting.
 - An advocacy letter, the first of what is projected to be a regular occurrence from the committee, was approved to send to Representative Hurd, Senator Hickenlooper, and Senator Bennett regarding increased support for the federal agencies.

Community Development

- 1) Colorado Wildfire Resiliency Code: Town Staff submitted a letter regarding the draft Colorado Wildfire Resiliency Code (CWRC), which is open for public comment through May 2nd. The CWRC Board will also hold four public hearing sessions across the state through May 9th. The CWRC was created as an outcome of [Senate Bill 23-166](#) and the interest in creating a wildfire code specific to Colorado, rather than the overarching Wildland Urban Interface code from the International Code Council, which has portions that are not applicable to Colorado. After May 9th, the CWRC Board will evaluate feedback and make revisions to the draft code. This would then be finalized by July of 2025 and it would be a requirement of municipalities, such as Crested Butte, to adopt this by October 2025 and begin to enforce in January of 2026. Staff plans to incorporate the final code requirements into the 2025 code update this summer.
- 2) CRS Report: Town Staff submitted the annual Community Rating System (CRS) report. CRS is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed the minimum requirements of the National Flood Insurance Program, which

results in discounted flood insurance premiums for the Town's residents. The annual CRS progress report is attached.

- 3) Gunnison County Corridor Plan: Gunnison County invited Mel Yemma to participate in a stakeholder meeting in May to discuss the initiation of the Gunnison to Mt. Crested Butte Corridor Plan and anticipated scope of work. Invited stakeholders include the Town of CB, Mt. CB, CB South, Gunnison, Mountain Express, RTA, and GRVHA.
- 4) Preservation Month: The Crested Butte Mountain Heritage Museum is partnering with the Town of Crested Butte to celebrate Preservation Month (flyer attached), which is the month of May each year. This year there will be town tours each Friday, a book club, Thursday, May 22nd, celebrating "The Melting Pot" written by Myrtle and Michele Veltri and a community open house, Friday, May 30th to kick off Memorial Day weekend. We hope that you can attend one or many!

Town Clerk

- 1) Staff will be proposing an ordinance to amend Chapter 6 of the Code to update the definition section of vacation rentals, Section 6-5-30, to remove the map relevant to the definition of "block face." A discrepancy was discovered between the map and the definition. Effectively, the limit on the number of (unlimited licensed) vacation rentals will increase from 198 to 199, a limit which has not yet been reached. In 2025, the Town issued ____ unlimited vacation rental licenses and ____ primary vacation rental licenses. Secondly, the proposed ordinance will seek to allow primary vacation rental licenses to be applied for throughout the year, rather than just during "open enrollment," in the month of October.
- 2) The Gourmet Noodle LTD filed an application to transfer the liquor license held at 411 3rd Street. The Town Council/Liquor Licensing Authority will consider the application during a public hearing, likely included on an agenda in June.
- 3) Staff received special event applications for the KBUT Fish Fry (June 13, 2025) and 4th of July Pancake Breakfast (July 4, 2025), that will be approved administratively.

Finance/HR/IT

- 1) Preliminary Revenue report through March –

TOWN SALES TAX MARCH 2025								
Business Category	Total Amount 2025	Total Amount 2024	\$ Diff	% Diff	YTD 2025	YTD 2024	\$ Diff	% Diff
BARS/REST	215,736	220,209	(4,474)	-2.03%	603,596	595,178	8,417	1.41%
ECOMMERCE	48,121	23,910	24,211	101.26%	96,477	65,429	31,048	47.45%
GROCERY	74,267	77,297	(3,030)	-3.92%	208,708	222,222	(13,514)	-6.08%
RETAIL	116,980	125,408	(8,428)	-6.72%	309,593	309,683	(89)	-0.03%
RETAIL:MMJ	12,431	15,841	(3,410)	-21.53%	34,122	39,923	(5,800)	-14.53%
LODGING	95,864	88,036	7,828	8.89%	249,956	239,526	10,430	4.35%
CONST/HRDWR/AUTO	43,946	40,007	3,939	9.85%	114,290	107,029	7,261	6.78%
SERVICE	45,577	45,098	480	1.06%	108,836	109,646	(810)	-0.74%
Grand Total	652,922	635,805	17,117	2.7%	1,725,578	1,688,636	36,942	2.2%
OTHER REVENUE SOURCES								
Vacation Rental Excise Tax	99,349	97,519	1,830	1.9%	268,696	269,837	(1,141)	-0.4%
Tobacco & Nicotine Tax	18,213	17,240	973	5.6%	50,620	49,909	711	1.4%
RETT	332,100	131,685	200,415	152.2%	955,001	253,890	701,111	276.1%
Carry Out Bag Fee	556	709	(153)	-21.6%	1,444	1,941	(497)	-25.6%

Upcoming Meetings or Events Council may choose to attend

May 14, 6:00-8:00 Joint meeting with Town of Mt Crested Butte to discuss Mountain Express 2026 operations, Center for the Arts King Community Room

May 17, Town Clean-up, Meet at the 4-Way

June 6, Town Picnic, Rainbow Park

Upcoming Agenda Items

See attached **draft** list of upcoming Council agenda topics

* As always, please let me know if you have any questions or concerns. You may also directly contact department directors with questions as well.



Mental Health Awareness Month Proclamation

This Proclamation designates May 2025 as “Mental Health Awareness Month” in the Town of Crested Butte, Colorado.

Whereas, mental health is essential to the well-being of our community; and

Whereas, Colorado ranks 50th in prevalence of mental illness, indicating Coloradans experience more mental health challenges and substance use challenges than every state except one (Mental Health America); and

Whereas, according to a Colorado Health Foundation poll in 2024, 3 in 5 Coloradans (59%) reported experiencing mental health challenges in the past year; and

Whereas, stigma persists in being a barrier to accessing care, with nearly 50% of Coloradans who needed mental health support reporting they did not seek out care due to stigma (Mental Health America); and

Whereas, the most recent data on suicide death in our combined region of Delta, Montrose, Ouray, San Miguel, Gunnison, and Hinsdale Counties indicates 33 community members died by suicide in 2023 (CO Vital Statistics); and

Whereas, organizations such as Tri-County Health Network are dedicated to shining a light on mental health and bringing hope to those experiencing a mental health challenge through research, education, advocacy, and resources and urge that we:

- 1) Recognize mental health challenges affect all members of our community.
- 2) Normalize conversations about mental health, suicide, and substance use in open and understanding ways to erase stigma and remind community members they are not alone in anything they may be experiencing.
- 3) Acknowledge that there is no one size fits all program or effort that will be appropriate for all populations or communities and address the disparity in access to mental healthcare for underserved and underrepresented groups while advocating to end these disparities.
- 4) Support the efforts of social movements like We Are the Ones that build upon the innate ability of every individual to take meaningful action to strengthen our communities.

THEREFORE, be it resolved that, I, Ian Billick, Mayor of the Town of Crested Butte, Gunnison County hereby designate May 2025 as “Mental Health Awareness Month” in the Town of Crested Butte, Colorado.

Ian Billick, Mayor



Staff Report

May 5, 2025

To: Mayor and Town Council
Thru: Dara MacDonald, Town Manager
From: Michael Reily, Chief Marshal
Subject: Ordinance 03, Series 2025 - An Ordinance of the Crested Butte Town Council Amending Section 8-2-150 of the Crested Butte Municipal Code
Date: April 28, 2025

Summary:

In working with our partners at Interstate Parking we are seeking to update the Municipal Code to effectively pursue collections and provide a due process avenue through Municipal Court for parking citations. The Town Attorney recommends this be accomplished by updating the Town's Municipal Code Section 8-2-150 to empower Interstate's state accredited collections process to be more effective as it is in other Colorado municipalities.

Background:

With the 2025 iteration of the Interstate Parking contract, parking program revenue is split with Interstate who is responsible for collections. Interstate complies with the Federal Fair Debt Collection Practices Act (FDCPA) and the Federal Driver Privacy Protection Act (DPPA) in ensuring that unpaid tickets are fairly and appropriately collected.

Discussion:

The proposed changes to the Code will memorialize the Council's authority to hire and appoint a third party to act as parking enforcement officers. It also sets forth a process for individuals to challenge parking tickets in municipal court ensuring that due process is afforded to anyone seeking to challenge a ticket.

Recommendation:

Staff recommends that Council approve Ordinance No. 3, Series 2025.

Recommended Motion:

Motion to approve Ordinance No. 3, Series 2025.



Staff Report
May 5, 2025

To: Mayor and Town Council
Prepared By: Dannah Leeman, Sustainability Coordinator
Thru: Dara MacDonald, Town Manager
Subject: “Letter from Council” for the 2030 Climate Action Plan

Summary:

Staff is seeking direction on a “Letter from Council” to be incorporated into the adopted 2030 Climate Action Plan (CAP or “Plan”). The purpose of this agenda item is for Council to review the draft letter and direct staff on whether further refinement is needed or if content is agreeable to be included in the Plan.

Background:

The CAP is an effort to reassess town and community emissions levels and set new climate action goals to 2030 in Crested Butte. The goal of the CAP is:

“Crested Butte will act on the urgency of climate change by setting the example of what is possible for mountain communities to take responsibility for our climate impacts and strategically drive down Crested Butte's GHG emissions”.

The Plan followed the Community Compass planning process and was developed from 2024-2025 with the Brendle Group.

The Plan’s main charter is to provide an implementation plan to meet the Community Compass strategic goals of “act on the urgency of climate change and prepare for the changes we expect from it” and “continue to passionately care for our natural surroundings and forever protect Red Lady”. It identifies existing buildings as the Town’s most impactful opportunity to significantly reduce in-boundary emissions by 2030, and focuses on the most cost-effective actions that improve the efficiency of buildings, materials, and transportation, electrify systems, and decarbonize energy sources.

Previous Council Action:

At the direction of Council on 3/17/2025, staff convened a subcommittee meeting on 3/21/2025 to address the Council’s concerns for the CAP and address specific revision requests. In addition to other revision suggestions from the Committee (included in the 4/41/2025 Town Council agenda packet), Council members recommended including a “Letter from Council” in the introduction of the Plan. The letter was unable to be prepared in time for the proposed adoption of the 2030 Climate Action Plan on 04/21/2025. However, Council members unanimously adopted the Town the Plan with no conditions.

Discussion:

Two Town Council members agreed to drafting and revising a letter from Town Council addressing the focus of the CAP at the subcommittee meeting on 3/21/2025. Due to Council member’s capacity issues, the letter was not finalized by 4/21/2025 when Town Council adopted the 2030 CAP without conditions. Staff is returning to Council to discuss the draft “Letter from Council” to be incorporated in the 2030 CAP. Staff was provided a draft Letter from Council on 4/23/2025 and have made minor revisions to the letter.

Recommendation:

Staff recommends that Council members review the attached, draft “Letter from Council” and provide direction on whether the content is agreeable or if staff should incorporate other salient points.

Attachments:

- Draft “Letter from Council”



Staff Report

May 5, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Resolution 8 A Resolution of the Town of Crested Butte Town Council
Amending the Leasing of Residential Municipal Property Policy

Summary: To avoid conflicts between the proposed Paradise Park Workforce Rental Tenant Selection Plan and the Leasing of Residential Municipal Property Policy, staff propose updates to the latter.

Previous Council Action: Council adopted the Leasing of Residential Municipal Property Policy, the Policy, on April 3, 2023.

Background: The Policy is primarily focused on the Town's employee rental program; however, it also includes guidance for when there are no employee applicants for the employee rental units. In that instance, the units are made available to full-time workers in the local workforce. The Paradise Park Workforce Rental Tenant Selection Plan also targets local workforce and is residential property owned by the Town. To ensure there is no confusion, staff recommends updates to add clarity of purpose and include updates to changes in the policy and lessons learned over the last two years operating the units under the Policy.

Discussion: A summary of the proposed updates for the Council to discuss are below:

- Clarify that the Policy is applicable to Town-owned residential rental units controlled and managed by the Town that prioritize Town employees for occupancy.
- Require that employee tenants must pay rent via payroll deductions, which eliminates the need to audit for non-payment.
- Language added to explain that the below market rental rates constitute a taxable benefit under the Internal Revenue Service and that employee tenants are responsible for reporting the income and determining any withholdings from their taxable income. Starting in July 2025, the Town's Finance staff are helping employee tenants to be prepared for the taxable liability by collecting deductions on paychecks.

Climate Impact: None.

Financial Impact: None.

Legal Review: Legal counsel was involved in the drafting and review of this Policy.

Recommendation: Staff recommend that the Council discuss the proposed updates and approve Resolution 8, Series 2025 A Resolution of the Town of Crested Butte Town Council Amending the Leasing of Residential Municipal Property Policy.

Proposed Motion: A Council member should make a “motion to approve Resolution 8, Series 2025 A Resolution of the Town of Crested Butte Town Council Amending the Leasing of Residential Municipal Property Policy” followed by a second and roll call vote.

Attachments:

Resolution 8, Series 2025

Amended Leasing of Residential Municipal Property Policy



Staff Report

May 5, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Resolution 9, Series 2025 A Resolution of the Crested Butte Town Council Adopting a Paradise Park Workforce Rental Tenant Selection Plan

Summary: The purpose of this agenda item is to present the proposed Tenant Selection Plan (TSP) for the Paradise Park Workforce Rental project to the Town Council for discussion and adoption.

Previous Council Action: On November 18, 2024, the Town Council approved an update to the Town's Affordable Housing Guidelines, which was the guiding document under which the qualification and lottery for the first nine units of the Paradise Park Workforce Rental project was administered. On March 3, 2025, the Council provided direction to staff on procedures for lotteries of both for sale and rental units, and on April 21, 2025, the Council provided feedback and direction on a draft Tenant Selection Plan.

Background: The qualification and lottery of the first nine units in the Paradise Park Workforce Rental project were administered under the Town's Affordable Housing Guidelines. However, because the processes and policies of the Guidelines are largely focused on deed restricted homeownership, it was not an effective method for the allocation of rental housing. Additionally, the lottery and objection processes in the Guidelines did not provide enough detail. Staff will facilitate an update to the Guidelines following the lease up of the second phase of the Paradise Park project to incorporate lessons learned and update to current AMIs. However, rather than updating the Affordable Housing Guidelines to include the policies and procedures for the Paradise Park Workforce Rental project, staff recommend operating the project under a TSP, encompassing recommended improvements gleaned from the first qualification and lottery as well as more detail on policies and procedures that are specific to the project.

The benefits of operating the project under a TSP rather than the Guidelines include:

- Streamlined administration by property management.
- Consolidation of policies and procedures specific to the project, making them more accessible to applicants.

- Pulling policies and procedures for this project out of the Guidelines protects against the potential for conflicts between the project-specific elements of administering the Paradise Park project and other housing programs.
- A separate guidance document specific to this project allows for adoption timing that aligns with lottery and lease up for the next phase of units, whereas an update to the Guidelines requires more time.
- Given the relatively short-term nature of the funding mechanisms that control the project's income limits and tenure, operating under a TSP sets the path for the future changes in 2033 when the grant compliance period expires and a future Town Council is positioned to decide whether to pay off the debt and sell the units as deed restricted homeownership or continue to operate it as workforce rental housing.

Discussion: The purpose of a TSP is to ensure that tenants are chosen for occupancy in a way that is consistent with established policies and restrictions. Many aspects of the TSP mirror the policies established in the Guidelines, and some are modified to better function with a rental project, in response to the Council's feedback regarding considerations for privacy in a rental vs. ownership project. Additionally, the TSP puts forth a more detailed lottery and objection process, and provides policies for managing the waitlist, prioritization for the Type A accessible unit, as well as background checks and lease up.

What aspects of the TSP qualifications mirror the Guidelines?

The qualification criteria, lottery ticket allocation, and prioritization of larger households for three-bedroom units are unchanged from those in the first phase of the project and mirror the qualification requirements in the Guidelines with minor language clarifications.

Ticket allocation appears to have achieved the policy goal of prioritizing longevity in the workforce. See the table below with the distribution of applicants by longevity and frequency that each ticket allocation category had an applicant drawn for housing. Additionally, on multiple occasions, applicants did not produce sufficient evidence to confirm all their years of participation in the local workforce, and therefore were awarded fewer tickets than they may have been able to achieve by providing adequate documentation.

Ticket Allocation Categories	# of Applicants	# Drawn for Housing
1 Ticket (4 Years and less)	11	1
3 Tickets (4-8 Years)	5	0
5 Tickets (8-12 Years)	5	3
7 Tickets (12 -16 Years)	3	2
9 Tickets (16 - 20 Years)	0	0
11 Tickets (More than 20 Years)	4	3

Prioritizing the three-bedroom units for larger households also proved to be effective. The three, three-bedroom units are leased to households with three or four members. Allowing flexibility in smaller units resulted in a mix of one- and two-person households in the two bedroom units, with three two-bedroom units leased to households with one person and two two-bedroom units leased to households with two people.

What aspects of the TSP qualifications deviate from the Guidelines?

Staff propose a change in how Town views ownership of improved residential property located in Gunnison County for this project. Because lease up timing and cashflow are critical to making debt service payments, allowing time for an applicant to sell a property in an arm's length transaction places an undue financial burden on the project. Staff recommend that ownership of improved residential property in Gunnison County disqualifies applicants from eligibility.

What is new?

Updated lottery and objection processes are proposed in the TSP, as are policies and procedures for background checks and rental history, managing the waitlist, prioritizing the Type A accessible unit, security and pet deposits, and utility monitoring. The proposed TSP also includes additional clarification of aspects of the application, qualification, and lease up processes that were more difficult for applicants to navigate and includes fortified language around fraud and disqualification. Updates requested by the Council on April 21st include:

- Applicant Objection to Qualification Process: added language to clarify that applicants can only object to their own application and lottery ticket allocation.
- Lottery Objections: added language to clarify that objections will be handled in a manner that minimizes disruption to the overall lottery.
- Objections vs. fraud: added language to clarify that the objection process is not intended to identify or resolve fraud.
- Added language that investigations of fraud can happen at any time.

Staff also added two new elements:

- Full-time employees of the Gunnison Watershed School District often have annual contracts that are just under the 1,500 annual minimum. Staff added a call out to confirm the eligibility of that critical portion of the workforce.
- In an effort to support housing mobility, staff propose to allow for in-project unit transfers, where existing tenants have priority to transfer to a larger or smaller unit when it becomes available if changes to their household composition results in a unit being too small or too large based on certain occupancy/vacancy standards.
- Additionally, staff suggests adding a priority for the Type A accessible unit, where existing tenants of the Paradise Park Workforce Rental project who have suffered a permanent mobility disability have a priority to transfer to the Type A accessible unit when it becomes available.

Elements that were previously in the draft TSP that have been moved to the application form include:

- Notification to the applicant that the Town will monitor utilities to analyze energy use and updates to the building code and sustainability policies and programs.
- Payment timing for first month's rent and security deposits.

Climate Impact: None.

Financial Impact: None.

Legal Review: Town legal counsel was involved in the drafting and review of this document.

Recommendation: Staff asks that the Town Council discuss and adopt the Paradise Park Workforce Rental Tenant Selection Plan.

Proposed Motion: Staff asks that one member of the Town Council “make a motion to adopt Resolution 9, Series 2025 A Resolution of the Crested Butte Town Council Adopting a Paradise Park Workforce Rental Tenant Selection Plan.”

Attachments:

Resolution 9, Series, 2025

Paradise Park Workforce Rental Tenant Selection Plan



Staff Report

May 5, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Resolution 10, Series 2025 A Resolution of the Town of Crested Butte Council Setting an Application Fee for Paradise Park Amending the 2025 Fee Schedule to Include a Rental Application Fee for the Paradise Park Workforce Rental Project

Summary: The proposed Resolution establishes a \$30 rental application fee for the Paradise Park Workforce Rental Project.

Previous Council Action: None.

Discussion: The proposed Resolution sets a \$30 application fee that would be paid by households applying for the Paradise Park Workforce Rental project. A moderate application fee tends to filter out half-hearted applicants who submit partial and incomplete applications that absorb staff and consultant time for review and follow up. The fee is consistent with that charged by Gunnison Valley Regional Housing Authority for rental applications on developments under their management. Additionally, the fee will help recoup a portion of the Town's costs to qualify applicants.

Climate Impact: None.

Financial Impact: Nominal income will be generated from the fee.

Legal Review: Legal counsel was involved in the discussion of the application fee.

Recommendation: Staff recommend that the Council adopt Resolution 10, Series 2025 A Resolution of the Town of Crested Butte Council Setting an Application Fee for Paradise Park Amending the 2025 Fee Schedule to Include a Rental Application Fee for the Paradise Park Workforce Rental Project.

Proposed Motion: A Council member should make a motion "to adopt Resolution 10, Series 2025 A Resolution of the Town of Crested Butte Council Setting an Application Fee for Paradise Park

Amending the 2025 Fee Schedule to Include a Rental Application Fee for the Paradise Park Workforce Rental Project” followed by a second and roll call vote.

Attachment: Resolution 10, Series 2025



Staff Report

May 5, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Considerations for the Applicant Household Affected by the Paradise Park Lottery Drawing

Summary: An error occurred during the January 22 lottery that necessitated a redraw. One of the five applicants drawn for housing in the first drawing were not drawn at the second drawing. Council signaled interest in exploring possible responses to address the impact to this household.

Previous Council Action: This topic was discussed at the February 3rd, March 3rd, and April 21st Council meetings.

Background: A ticket was unintentionally excluded from the drawing for two-bedroom units in the January 22 lottery resulting in an objection from an excluded household and necessitating a redraw. One of the five applicants drawn for housing in the first drawing were not drawn at the second drawing. Recognizing that the error caused significant distress for the household who was not selected for housing on the second drawing, the Council requested that staff prepare a range of alternatives to discuss ways to respond to the unfortunate circumstances.

Discussion: Council discussed a range of options at the April 21st meeting, listed below, ranging from guaranteeing the household a two-bedroom unit housing in an upcoming lottery to acknowledging and apologizing for the distress that the family experienced.

- Offer the household one of the two-bedroom units coming available in either of the next two lotteries.
- Allocate the household five additional lottery tickets.
- Allocate the household two additional tickets, which would move them up one tier in the lottery ticket allocation structure.
- Provide recognition of the difficult circumstance and issue a formal apology.

See below for the lottery ticket allocation structure and the impact of weighting for longevity in the local workforce.

Ticket Allocation Categories	# of Applicants	# Drawn for Housing
1 Ticket (4 Years and less)	11	1
3 Tickets (4-8 Years)	5	0
5 Tickets (8-12 Years)	5	3
7 Tickets (12 -16 Years)	3	2
9 Tickets (16 - 20 Years)	0	0
11 Tickets (More than 20 Years)	4	3

Climate Impact: None

Financial Impact: None

Legal Review: Legal counsel was involved in the discussion for this topic.

Recommendation: Staff ask the Council to weigh these options considering the unfortunate circumstances of the misplaced ticket and impact to the household vis a vis the reality that any benefit bestowed upon the household diminishes the standing of other applicants and provide direction to staff.

Proposed Motion: Council should discuss the options and provide direction to staff.



Staff Report

May 5, 2025

To: Mayor and Town Council

Prepared By: Mel Yemma, AICP, Community Development Director

Thru: Dara MacDonald, Town Manager and Karl Hanlon, Town Attorney

Subject: **Discussion on Possible Moratorium on New Development**

Summary: This agenda item revisits the Town Council’s previous discussion about a possible moratorium on new development, considering policy direction emerging from the Draft Community Plan.

Previous Council Action: At the March 3 meeting, Councilmember Kent Cowherd raised the idea of a development moratorium in response to feedback from a Compass Navigation committee member, suggesting it remain in place until zoning changes are adopted following the Community Plan.

At that same meeting, Council also directed staff to send a letter to Gunnison County expressing concerns about the Lower Verzuh development, emphasizing the importance of the upcoming corridor plan, and requesting consideration of a moratorium until that plan is complete. The letter was approved and sent to the Gunnison County Board of Commissioners on March 17.

Background: The Community Plan is looking at how to leverage the Town’s development regulations to stimulate more free market investment in community-serving housing, businesses, and non-profits. The Draft Community Plan explores using zoning incentives—such as increased height on Bellevue or Sixth or an additional non-deed restricted ADU in the residential neighborhoods—in exchange for deed-restricted housing or community-serving commercial space. These changes aim to attract private investment that supports community goals.

Moratoria are temporary tools that allow local governments to pause certain activities while studying an issue or updating regulations. For example, in 2021, the Town adopted a moratorium on issuing new vacation rental licenses during the housing emergency to reevaluate and update its regulations. That moratorium ended once new rules were adopted.

Most proposed zoning changes in the Draft Community Plan are incentive-based and would not require a moratorium. Larger developments seeking flexibility may choose to wait for the new code to take advantage of these incentives.

However, a few potential regulatory (non-incentive) changes are being considered, including:

- Prohibiting underground or structured parking to limit high-end development pressure
- Prohibiting or counting basements toward maximum floor area for homes without an ADU

- Increasing mitigation and fee-in-lieu requirements for the Resident Occupied Affordable Housing Program and Parking Payment in Lieu, with exemptions for projects that meet community-serving criteria

In these cases, a targeted moratorium could be used to pause specific types of development to preserve the Town's leverage while these items are studied further or finalized.

Discussion: This agenda item is meant for Council to revisit this discussion in light of the Draft Community Plan considerations. Staff recommends against a broad moratorium. The Draft Community Plan is largely incentive-focused, and current development activity is low, with no major mixed-use applications expected before the zoning code update begins.

A general moratorium could inadvertently prompt a rush of applications and distract from the broader goals of the Community Plan. Instead, staff recommend continuing with the Community Plan (anticipated adoption in June), then moving directly into the zoning code update (beginning July) to implement a comprehensive regulatory framework aligned with the community's goals identified in the Community Compass.

Climate Impact: A temporary moratorium would have no direct climate impact.

Financial Impact: A temporary moratorium would have no direct financial impact.

Legal Review: House Bill 23-1255 modified the ability of municipalities including Home Rule municipalities to enact moratoriums. While still permissible, a moratorium may only be for limited purposes, non-renewable, and only in place for 24 months in any five-year period. In this instance, a moratorium for purposes of amending the land use code is one of the permitted purposes under HB 23-1255. A temporary moratorium would need to be enacted via ordinance following the regular process of the Town.

Recommendation: For Council to discuss the consideration of a possible moratorium on new development and provide direction to Town Staff on how to proceed.