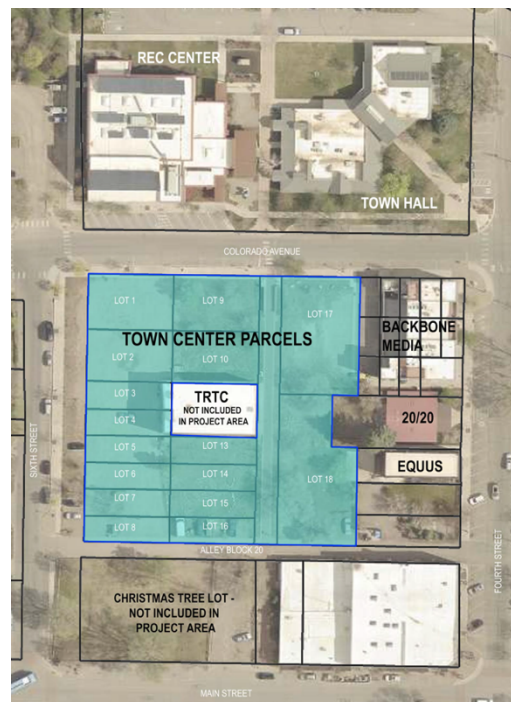




**TOWN OF CARBONDALE**  
511 COLORADO AVENUE  
CARBONDALE, CO 81623

**Request for Qualifications: Developer- Town Center Mixed Use  
Affordable Housing Development**



**Project: Carbondale Town Center**

**Issue Date: September 19, 2022**

**Question Deadline: September 29, 2022**

**Question Responses: October 10, 2022**

**RFQ Responses Due: October 19, 2022 at 4 p.m. (MT)**

**Submit Questions and Response to: [towncenter81623@gmail.com](mailto:towncenter81623@gmail.com) (answers will be posted on project website)**

**Project website: [https://www.carbondalegov.org/top\\_alert\\_detail.php](https://www.carbondalegov.org/top_alert_detail.php)**

**Carbondale Town Center RFQ Invitation**

## Background

The Town of Carbondale, CO (Town) lies within the Roaring Fork Valley with Glenwood Springs at one end of the valley and Aspen at the other. The 2020 Census reports about 6,500 residents with more than 30% of that population reporting as Hispanic/Latino. The Census reported a 2020 median household income of \$85,580.

Like many desirable mountain communities, Carbondale has experienced significant increases in real estate sales prices and rents. Recent real estate transaction reports for free market units indicate median single-family homes selling for \$2,000,000 and townhomes for \$1,000,000. Local business owners and the Town itself report challenges in maintaining adequate staff.

The Town enjoys a reputation as a fun, artistic, and outdoor recreation centered community. The local creative industries and not for profit organizations are seen as an economic strength in the area. Carbondale is a State-designated Creative District, which may provide some funding opportunities. In addition to local employment, residents commute to jobs in Aspen and Glenwood Springs. Construction is also a significant employer in the region.

The Town has acquired 14 contiguous and undeveloped parcels in the core of its downtown that cumulatively cover 1.4 acres of land. The site was previously planned for free market development, however only two buildings of the original proposal were constructed. The Thunder River Theatre owns its site and building in the center of the development area.

Public improvements including sidewalks, a promenade, and major utilities are already implemented at the site. The opportunity exists for a vibrant in-fill project in a prime location with many of the acquisition and site development costs in place.



A mixed-use project with affordable housing and commercial space is envisioned for the site. The goal of this RFQ is to identify a development partner or partners (“Partner”) for the property. The Town reserves the right to select the Partner that it deems best and/or to reject all proposals. The partner/s may be chosen to develop all or a portion of the site.

Development of the site is expected to target needs for commercial and affordable residential space that are not currently served by the free market. After the Partner is selected, before the end of 2022, then the Town will enter into a pre-development agreement that identifies rights and responsibilities of each party while a project proposal is prepared.

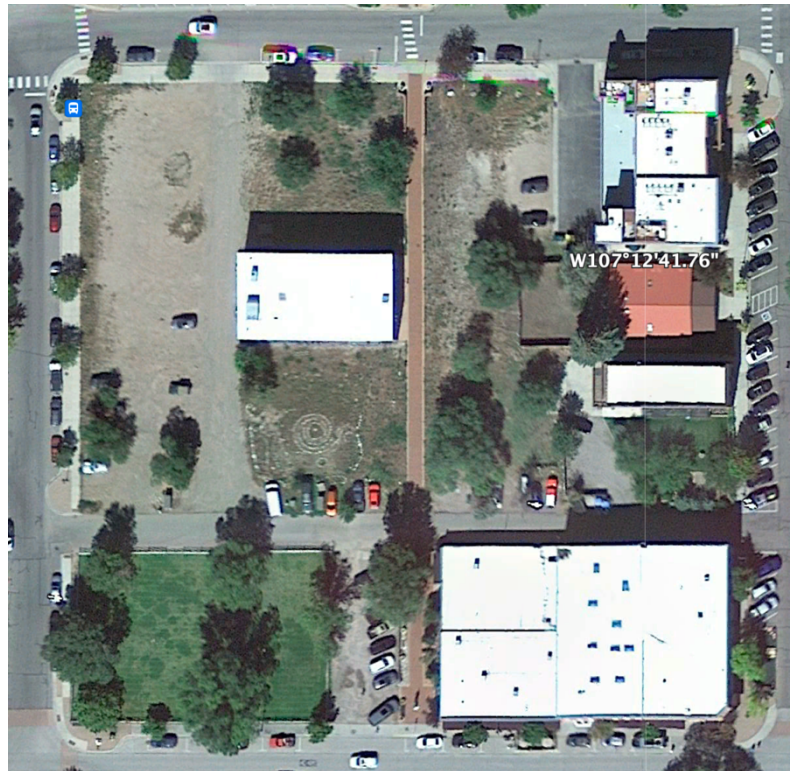
The Partner will be responsible for creating a financially viable proposal for land use review by the Town. The one-step land use review will require a site plan, development program and Design Development level architectural designs.

Upon successful completion of entitlements or sooner, a Development Agreement between the Town and Partner will define rights and responsibilities for construction and operations. The Town, as an employer, has housing needs that it hopes to address with some housing units at the site, that will be the subject of negotiation as a development agreement is co-created.

The Town encourages developers with experience in developing affordable commercial, residential and/or mixed-use projects in mountain communities to submit a response. Respondents with experience related to tax credit rental properties and/or grant/donation subsidized ownership development are sought.

While no specific program has been developed, conceptual massing studies suggests that about 25,000 square feet of commercial space and +/- 60 residential units could fit at the site.

There has also been research performed to identify needs for workers in the creative economy and a needs assessment performed by Artspace is available, a regional housing needs assessment and detailed information about utilities, platting, and previous land use actions are available at: [https://www.carbondalegov.org/top\\_alert\\_detail.php](https://www.carbondalegov.org/top_alert_detail.php)  
The site also includes a property report that summarizes all of the findings from the various documents.



The Town Center parcels are all presently subject to a master declaration of restrictive covenants that provide for architectural control review by a designated owner's association. The owner's association has not been active historically as most lots have remained vacant. The development plan should include consideration of compliance with and/or termination of these covenant restrictions. The Town as majority property owner has the right to extinguish them until March 2023.

## Zoning and Site Information

The Town Center parcels are aptly named, as they are in the core of downtown Carbondale. The property is zoned Historic Commercial Core (HCC). The Town's Unified Development Code states:

The purpose of the Historic Commercial Core district is to preserve the original commercial center of Carbondale as a unique commercial area with an historic character. The intent is to accommodate a variety of complimentary commercial, service, entertainment, and residential uses and to create a market atmosphere compatible with the downtown. The district is intended for primarily customer- oriented commercial uses on the street level, with office and residential on the upper stories. The HCC district is designed to accommodate intense development of individually owned businesses in an attractive, pedestrian-oriented setting, following the design character and patterns of the historic downtown area.

The Town is nearing completion of its updated Comprehensive Plan. The current draft encourages vibrant, diverse development in the downtown area that includes a mix of uses. Additional information as the plan is finalized and adopted can be found at:  
<https://carbondalekaleidoscope.org/chart-carbondale>

Typical structures in the area will have ground floor commercial space and one or two floors of residential use above. There is a 35' height limit with some exceptions for parts of a building set back from the public right of way.

The first 25' from a public street or the promenade running north-south through the site are required to be commercial on the ground floor. The Town is open to an expanded definition of commercial uses, particularly creative industry uses to avoid competition with free market commercial development downtown. No off-street parking is required for commercial uses.

Parking is required for residential units. The Town is open to some flexibility on parking. For instance, tandem parking is not typically allowed in this zone district but could be considered. The property also enjoys 23 parking credits due to previous public improvements that increased on-street parking. There is a transit stop at the site and the Town is bike friendly.

The Town emphasizes energy efficiency and reduced carbon impacts in new development, the final project will be expected to address those issues. The Town Climate Action Plan is found at:  
[https://files4.1.revize.com/carbondaleco/document\\_center/Boards/2017%20Carbondale%20Climate%20&%20Energy%20Action%20Plan.pdf](https://files4.1.revize.com/carbondaleco/document_center/Boards/2017%20Carbondale%20Climate%20&%20Energy%20Action%20Plan.pdf)



Aspirational goals might include net-zero carbon or all-electric, net zero ready development.



In general, it is expected that the ultimate plan will be mostly compliant with the underlying HCC zone district. The Town's Unified Development Code may be found at: [https://files4.1.revize.com/carbondaleco/Carbondale%20UDC%20Nov%2025%202020%20with%20Appendix%20A%20\(Obsolete%20Zone%20Districts\).pdf](https://files4.1.revize.com/carbondaleco/Carbondale%20UDC%20Nov%2025%202020%20with%20Appendix%20A%20(Obsolete%20Zone%20Districts).pdf)

The Town has a digital folder of information previously prepared about the site and relevant documents at [https://www.carbondalegov.org/top\\_alert\\_detail.php](https://www.carbondalegov.org/top_alert_detail.php)

Clarifying questions may be sent to the Town via email to: [towncenter81623@gmail.com](mailto:towncenter81623@gmail.com) before September 29, 2022 at 1 pm. Questions and responses will be posted on the Town's website at: [https://www.carbondalegov.org/top\\_alert\\_detail.php](https://www.carbondalegov.org/top_alert_detail.php) on October 10, 2022 by 5 pm.



Hundreds of people participated in public outreach about the future use of the property organized by the Town during the summer of 2022.

## Submittal Requirements

Submittals should provide clear information about affordable housing experience in a mountain resort region, expertise and breadth of development team, and capacity to implement in a timely basis. Drawings and site plans are not suggested as the Town expects the project design to be co-created with Partner.

All submittals shall include:

- 1.) Cover Letter- An overview of the team's qualifications and the developer's interest in this project. Provide name/s and contact information for desired point/s of contact for the submitter.
- 2.) Development Team- Provide a graphic or list of the organization of team members who would be involved in this project along with their roles and responsibilities.
- 3.) Experience- Provide three examples of similar projects in locales (preferably western Colorado) facing similar challenges and projects of similar scope, including:
  - a. Description of project- location, number of units, any readily available info on demographic info on residents (ex. AML, race/ethnicity), rental/ownership, whether the submitter was lead or a participant in the project
  - b. Description of any public outreach used during the design process
  - c. Sources of funding for pre-development and development budget and submitter's role in accessing those funds
  - d. Project timeline from pre-development to occupancy
  - e. Approach to energy efficiency and/or energy generation
  - f. Description of project partners or other developers, if any, collaborating on development at the site.
- 4.) Funding/Financing- Describe your relevant experience with affordable housing agencies and programs, agency funders as well as grant funders. (Examples include CHFA, LIHTC, DOLA, HUD, foundations). Describe access to financing, if needed, in the example project.
- 5.) Operations and Maintenance- Describe any relevant experience for rental properties with ongoing operations and maintenance responsibilities.
- 6.) Resumes of Key Personnel- Brief resume for key team members who will work on the project.
- 7.) Critical Time Elements- Describe any critical time frames that would impact your ability to partner, ability to obtain funding or financing, or ability to develop the project. Identify obstacles to success based on those time thresholds.

- 8.) Deliverable Project- Describe, in general terms, the type of commercial and/or residential project that you would be interested in partnering with the Town to deliver. For instance, commercial, live-work, maker space or residential, low-income tax credit financing, other funding, AMI targets, and ownership or rental. Submission should address the desired amount of the property proposed for development.
- 9.) Disclosure- Provide information about any litigation or bankruptcy in the last 5 years or pending that could impact ability to fulfill project commitments. Provide a list of financial involvement of any projects approved or under construction in the Town of Carbondale.



Parcels surround the Thunder River Theatre, an award-winning professional theater company.



## Review and Selection

The Town will establish a Review Committee to review qualifications and conduct interviews with selected submitters to determine whether any, one, or more of the selected Submitters will be invited to participate in additional negotiations that could result in a Pre-Application Agreement between the Town and Partner/s. The Town may choose to discontinue review of incomplete applications.

The Review Committee will interview those submitters that it, in its discretion, determines are most aligned with the submittal criteria. Interviews are tentatively scheduled for October 21 and November 1.



Following the interviews, the Committee will recommend to the Board of Trustees which potential partner/s to enter into joint planning and negotiations toward a Pre-Development Agreement. The Review Committee will recommend partner/s based on its assessment of the following criteria:

- Relevant development experience (Section 3 of Submittal Requirements)

- Funding/Financing capabilities (Sections 4 and 7 of Submittal Requirements)

- Development team capabilities (Sections 1, 2, 5, 6 and 9 of Submittal Requirements)

- Alignment of development interest (Sections 1, 6 and 8 of Submittal Requirements)

The Town intends to achieve a Pre-Development Agreement with partner/s by the end of 2022.

The graphic on the following page displays the anticipated steps that will lead to a successful project and partnership. The process may be adjusted to respond to additional information or partnership agreement. The Final Development Agreement will be subject to future Board of Trustee approval, at the Board's discretion. Any future financial commitments of the Town will be conditioned upon future annual budgetary appropriations/TABOR requirements.



## Town Center Partnership Process Phases

