

TOWN COUNCIL STAFF REPORT

Subject: Presentation of a process to define a Development Approach for the recently acquired Shady Rest Parcel at the westerly extension of Tavern Road

Meeting Date: May 2, 2018

Written by: Grady Dutton, Public Works Director
Sandra Moberly, Community and Economic Development Director

RECOMMENDATIONS:

Staff recommends Town Council receive the presentation of a process to define a Development Approach for the recently acquired Shady Rest Parcel at the westerly extension of Tavern Road and provide direction to staff.

BACKGROUND:

On November 1, 2017, the Town of Mammoth Lakes Town Council took action to enter into an agreement to purchase approximately 25 acres known as the Shady Rest Parcel. On March 30, 2018, the Town completed the acquisition process.

ANALYSIS/DISCUSSION:

There has been considerable discussion related to housing needs in the community. In an effort to make progress toward a solution to our housing needs, the Town has acquired the Shady Rest Parcel. The purchase of this property was included as a specific action in the Housing Action Plan. Simply acquiring the parcel does not solve any issues, but it does provide the Town with control of the largest available undeveloped parcel in Town. There is a community expectation that the Town will identify a development approach and take the necessary actions to move this forward with the goal of initiating construction and providing housing opportunities as soon as practicable. The purchase of this property reflects the priority of the Town Council to provide community housing

The process to develop the Shady Rest Parcel will take careful planning and consideration of a broad range of issues. The Town is committed to completing a transparent and public process as we plan and design this project. To that end, the process will involve a number of different tasks including:

1. What's In A Name?
2. Introduction
3. Due Diligence and Escrow
4. Opportunities and Constraints
5. Planning and Environmental Documentation Alternatives
6. Public Outreach
7. Planning and Engineering Approach
8. Development Partner Alternatives
9. Funding / Cash Flow Requirements/Alternatives
10. Planning, Design and Construction Costs
11. Process / Schedule / Milestone

Staff will provide additional detail to Town Council in a PowerPoint presentation. Staff will walk through the items noted above to provide additional detail and an overview of the flow of the development process. There will be a number of decision points throughout, but outlining the process is the first step. A key component of the planning process will be public involvement and regular updates to Town Council. The next step is focused on identifying the initial opportunities and constraints based on the existing conditions. Immediate work includes the following:

- Remove hazard trees from the property as identified by the Mammoth Lakes Fire Protection District (contractors, outside support such as fire crews).
- Prepare updated topographic survey and boundary survey. Staff has requested a proposal for those consultant services (consultant).
- Updates to the most recent wetlands delineation as necessary (consultant, if necessary).
- Identify site conditions, such as existing adjacent utilities, access points, and other physical data (staff and consultant).

The work program will be managed by staff, utilizing staff resources, consultants, contractors and outside support (fire crews). Staff expects to fund these activities with unexpended funds allocated for the purchase of the property. This initial work is anticipated to be complete by the end of summer.

STAFFING CONSIDERATIONS:

Staff requirements are being identified. Having said that, it is clear staff has no current capacity to complete this work without re-prioritizing current work programs. This may include recommendations related to additional outside assistance.

FINANCIAL CONSIDERATIONS:

A budget was identified for the acquisition of the property. Approximately \$42,400 remains in that budget that will be utilized to obtain the described updated information. Recommendations for future financial considerations will be provided as they are identified.

ENVIRONMENTAL CONSIDERATIONS:

No issues have been identified at this time.

LEGAL CONSIDERATIONS:

None identified at this time.