Master Plan Proposal for Nottingham Park

Town of Avon, Colorado

ANTICIPATED PROJECT SCHEDULE

February 1st , 2008

- Bi-Monthly Internal Project Check-In & Review with Project Manager
- Monthly Internal Project Check-In & Review with NP MP Planning Committee (February 1st, March 14th, April 11th, May 9th, June 20th, August 1st)
- Public Project Kick - Off (February 27 th); Public Design Charrette 1 (April 3rd); Public Design Charrette 2 (May 22th) ./ all public meetings schedule on Thursdays
- Planning & Zoning Commission Meetings (June 3rd, July 1st)
- TOA Council Meeting # 1 (July 22 th)

YEAR 2008

Task #	Description	JANUARY				FEBRUARY				MARCH					APRIL				MAY				JUNE					JULY				AUGUST			
		W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W5	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W5	W1	W2	W3	W4	W1	W2	W3	W4
		6	13	20	27	3	10	17	24	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27	4	11	18	25
ONE	**PROJECT KICK-OFF, COMMUNITY SURVEY, INVENTORY/ANALYSIS, DESIGN CHARRETTE 1**	**PHASE I**																																	
1.1	Project Scoping w/ Town, Formation of a Planning Committee																																		
1.2	Review Existing Documents (1996 Comprehensive Plan, Design Guidelines, Investment Plan & Historic M.P. for Park)																																		
1.3	Project Kick-Off Meeting (Introduce Project to Community, review goals & objectives, describe process of project)																																		
1.4	Community Survey (Developed by Linda Venturoni w/ input from Town Staff)																																		
1.5	Site Inventory (identify any additional info. needed, define current Park Program, list of amenities, conditions & spatail arrangement)																																		
1.6	Site Analysis (Analyze info. gathered, create an opportunities & constraint plan for Design Charrette 1)																																		
1.7	Public Design Charrette 1 (review info. gathered to this point, develop Programming Wish List for the Park)																																		
1.8	Bi-Monthly Internal Project Check-In & Review with Town Staff & Planning Committee; Coordinate Website Info. w/ Town																																		
TWO	**PRELIMINARY MASTER PLANNING / DESIGN CHARRETTE 2**														**PHASE II**																				
2.1	Phase II Kick-Off Meeting w/ Town Staff & Planning Committee																																		
2.2	Park Program Development & Research																																		
2.3	Development of Conceptual Master Plan Alternatives (coordinate w/ Marcin on Lake Street Design)																																		
2.4	Review Conceptual Master Plan Alternative w/ Town Planning Committee																																		
2.5	Public Design Charrette 2 (Selection of Preferred Alternatives, est. project priorities and phasing options)																																		
2.6	Development of Preliminary Master Plan (Concept Dwgs, Site Plan & Sections)																																		
2.7	Development of Drafts for Infrastructure Elements, Access Elements and Implementation Elements)																																		
2.8	Planning & Zoning Commission Meeting #1 (Progress Review, feedback toward refinement of the Preliminary Master Plan)																																		
2.9	Website for Information sharing & to show progress of work																																		
2.10	Bi-Monthly Internal Project Check-In & Review with Town Staff & Planning Committee																																		
THREE	**FINAL MASTER PLAN DEVELOPMENT, SCHEMATIC DESIGN, COST ESTIMATING, TOWN REVIEW PROCESS**																										**PHASE III**								
3.1	Final Park Program (taking into account all the information gathered to this point)																																		
3.2	Refinement of Preferred Alternative into a preliminary schematic design with a phased approach																																		
3.3	Refinement of Infrastructure Elements, Access Elements & Implementation Elements																																		
3.4	Cost Estimating																																		
3.5	Planning & Zoning Commission Meeting #2																																		
3.6	Town Council Meeting #1																																		
3.7	Refinement of all Documents & Plans																																		
3.8	Finalize all Master Plan Documents																																		
3.9	Hand-off to Town Staff & assist the Town with Adoption of the Plan																																		
3.10	Scoping of next steps in the Project for Phase I Design Development, Construction & Implementation																																		
3.11	Bi-Monthly Internal Project Check-In & Review with Town Staff & Planning Committee																																		
		8	22			12	26	11	25	8	22				13	27	10		24	8	22			12	26										