



Crystal Palace Communications Plan



INTRODUCTION:

The following document outlines the draft communications plan created for the Crystal Palace project set to begin construction in the spring of 2019. The plan will utilize traditional outreach means and methods in order to disseminate information to the public regarding traffic flow disruption during the construction process- specifically the eastbound lane closure on East Hyman Avenue. It will also highlight the temporary impacts to parking and traffic patterns in the surrounding area.

While there is no precedent within the Construction Mitigation Plan regulations, attention to City noticing requirements has been taken to create an appropriate plan for both adjacent land owners, tenants, and the greater community. A comprehensive stakeholder list has been compiled and will be used as the basis for disseminating information through posters, enhanced mailers, newspaper advertisements, public meetings, a project web page, and one-on-one discussions with neighboring business owners and tenants. The plan will utilize existing information channels required during the development process as a framework. Information will include phasing updates, indicative schedules, traffic and parking information, site plans, and renderings. Details of the proposed communication plan are detailed below:

STAKEHOLDERS

An extensive list of stakeholders has been compiled and will include (but not be limited to) adjacent properties on East Hyman and South Mill Street, in addition to RFTA, utility companies, trash collectors, City Departments (Parking, Transportation, Planning, Engineering, Building, Wheeler Opera House) United States Postal Service, emergency services, Shamrock, CISCO, and the greater Aspen community. (The Applicant will work with the City to collect appropriate project contacts at the above mentioned organizations.)

NOTICING:

Utilizing the stakeholder list outlined above, a mailing list will be created which will be the basis for all noticing methods. Additional interested parties will have the opportunity to sign up to the mailing list via the project information page.

MAILERS:

15 days prior to each major construction phase, enhanced mailers will be sent to all registered stakeholders, which will include detailed project updates, next steps, and may include necessary traffic flow maps or images. A sample graphic mailer has been included for reference. As discussed with Staff, all mailers will be shared and filed with the City.

SITE REPRESENTATIVE

A site representative will be designated at the beginning of construction. Contact information will be provided on-site, and will be included in all project communications.

PROJECT KICK-OFF MEETING

The project team will host a project kick-off meeting for all stakeholders addressing impacts to neighboring businesses, transportation providers, and special events. This meeting will be advertised in the newspaper and through City channels. Additional meetings will be held as necessary throughout the project.



Crystal Palace Communications Plan: Door-to-Door

DOOR-TO-DOOR WITH HIGH-IMPACT STAKEHOLDERS:

Upon receipt of building permit the project team will go door-to-door to speak with neighboring properties that are the most impacted by construction scheduling (i.e. if equipment is running late). It is often difficult for business owners to attend public information meetings, and this effort will be integral to ensuring adjacent property owners, business owners, and tenants are receiving up to date project information.

This will also be an opportunity for these stakeholders to sign up for emergency notifications, and to ask our project representatives questions one-on-one. We have created a map of anticipated neighbors that will be contacted, but it is important to note that this list may grow / change with the project as people choose to opt in to alerts.



POSTERS:

Public noticing posters will be posted on the construction fencing on both South Monarch and East Hyman providing project information, construction phasing and general dates, contact information, and relevant traffic flow maps and images. Posters will be available at start of construction and will remain posted for the duration of the project. Posters will be updated as necessary and will comply with City construction signage regulations. Drafts of signage will be submitted to the Planning Department for review prior to posting. Indicative locations are highlighted in the map above.

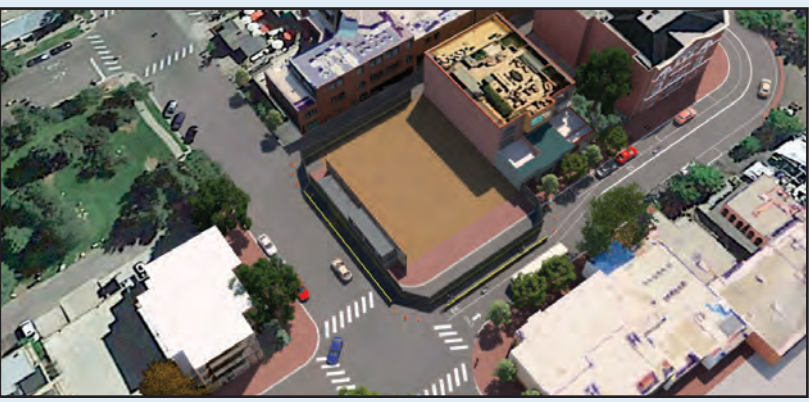


Crystal Palace Communications Plan: Ads

NEWSPAPER ADVERTISEMENTS

The project team will publish, newspaper advertisements updating the greater community on major phases of the project and times of increased impact. An example advertisement can be seen on the right.

As the project progresses, advertisements may include maps and renderings, such as those below, indicating major phasing and traffic flow changes:



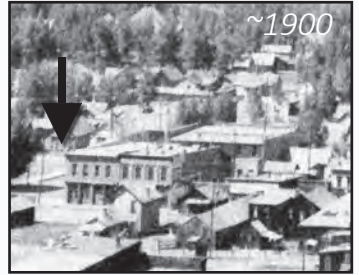
crystal palace project construction plan updates

Phase II of construction will begin shortly.

This phase will focus on earth retention, foundation, and structure work. This phase of construction is anticipated to last through late spring of 2020.

The building located at 300 East Hyman Avenue, AKA the Crystal Palace, has been heavily altered over time with changes to the second story, brick detail, cornice, storefront, upper windows, door openings, and the Owl Cigar mural.

Original materials are located in the west wall facing Monarch and will be protected and preserved. The historic design of the storefront and second floor will be carefully reconstructed using old photographs. A new addition will occupy the rest of the property.



Photos above courtesy of Aspen



Current Project Schedule

Phase II October 2019 - May 2020	Phase III April 2020 - August 2020	Phase IV August 2020 - September 2021
Excavation, Earth Retention, Foundations, Structure	Masonry, Structural Framing, Rough MEP's, Windows + Roof	Trim MEP's, Site Work + Finishes

Where to Find More Information

If you are interested in learning more about this project please visit our website for the historic preservation plan, project contact information, scheduling, and regular project updates.

www.crystalpalaceproject.com





Crystal Palace Communications Plan: Phases I-IV

SOCIAL MEDIA / PROJECT PAGE:

The Applicant team will provide the City of Aspen with regularly scheduled updates and content to be released through the existing City traffic and construction information channels. At key construction phases, media releases will be provided to the City to be posted on the City website and shared with the City listserv. A project web page will be created to provide regular project updates detailing any impacts to adjacent neighbors and offer the opportunity to be added to the mailing list. During times of greater impact the project team will provide more frequent updates, as needed. Scheduling information will also be hosted on the project web page.

COMMUNICATIONS SCHEDULE:

The Applicant team has created the following communications plan based upon the anticipated construction schedule and will adhere to representations below unless otherwise directed and approved by City Staff.

Communications Plan

PHASE	DATES	WORK TYPE	COMMUNICATIONS	
			PHASED	ONGOING
PHASE I	September-October 2019	Mobilization and Existing Structure Demolition	<ul style="list-style-type: none"> Project web page launch. Public information and preservation plan posters to be mounted on South Monarch and East Hyman construction fencing (indicated in map pg.2). Newspaper announcements (see sample pg. 3). Door-to-door sessions with high-impact stakeholders. Project kick-off meeting for key stakeholders and greater public. Mailers to neighbors within 300 feet (will include maps and graphics). Announcements via City channels. Prior to next phase project team will update City on stakeholder list 	<p>Regular updates to web page</p> <p>Email listserv sign-up</p>
PHASE II	November 2019 - August 2020	Earth Retention, Foundations, Structure	<ul style="list-style-type: none"> Updates to web page with Phase II information and scheduling. 2nd round of door-to-door updates with high-impact stakeholders. 15 days prior to new construction phase, announcements will be published in newspapers and through City information channels (will include maps and graphics) 15 days prior to new construction phase, enhanced mailers will go out to neighbors within 300 feet (will include maps and graphics). Updated public information posters will replace Phase I posters in same location (will include maps and graphics). 	<p>Check-in meetings with the City</p> <p>Media announcements detailing project progress</p>



Crystal Palace Communications Plan: Phases I-IV

Communications Plan

PHASE	DATES	WORK TYPE	COMMUNICATIONS	
			PHASED	ONGOING
PHASE III	September 2020-February 2021	Masonry, Structural Framing, Rough MEP's, Windows, Roof	<ul style="list-style-type: none"> • Updates to web page with Phase III information and scheduling. • 3rd round of door-to-door updates with high-impact stakeholders. • 15 days prior to new construction phase, announcements will be published in newspapers and through City information channels (will include maps and graphics). • 15 days prior to new construction phase, email detailing impact changes, and updates to schedule (will include maps and graphics). • 15 days prior to new construction phase, enhanced mailers will go out to neighbors within 300 feet (will include maps and graphics). • Updated public information posters will replace Phase II posters (will include maps and graphics). 	<p>Regular updates to web page</p> <p>Email listserv sign-up</p>
PHASE IV	March 2020 - July 2021	Trim MEP's, Site Work, and Finishes	<ul style="list-style-type: none"> • Updates to web page with Phase IV information and scheduling. • 4th round of door-to-door updates with high-impact stakeholders. • 15 days prior to new construction phase, announcements will be published in newspapers and through City information channels (will include maps and graphics). • 15 days prior to new construction phase, enhanced mailers will go out to neighbors within 300 feet (will include maps and graphics). • Updated public information posters will replace Phase III posters in same location (will include maps and graphics). 	<p>Check-in meetings with the City</p> <p>Media announcements detailing project progress</p>
PROJECT CLOSE	July 2021	Presentation to public	Final emails, newspaper notifications, mailers, and announcements. Close of project web page.	



Crystal Palace Communications Plan: Stakeholders

The following stakeholder list was derived using the Aspen Maps GIS program, selecting ownership entities within 300 feet of the 300 E Hyman, Crystal Palace, property which is standard for City public noticing requirements.

SCULL JAMES E
PO BOX 2051
ASPEN, CO 81612

JPS NEVADA TRUST
1701 N GREEN VALLEY PKWY #9C
HENDERSON, NV 89074

LIMELIGHT SUB/PUD
E HYMAN AVE
ASPEN, CO 81611

PLACE BRADLEY E JR REV TRUST
5701 S COLORADO BLVD
LITTLETON, CO 80121

ASPEN SKIING COMPANY LLC
PO BOX 1248
ASPEN, CO 81612

PROSPECTOR FRACTIONAL OWNERS ASSO
301 E HYMAN AVE #108
ASPEN, CO 81611

305-7 MILL STREET LLC
2001 NORTH HALSTED #304
CHICAGO, IL 60614

KATIE REED BUILDING LLC
407 S HUNTER ST #3
ASPEN, CO 81611

GRAND SLAM HOLDINGS LLC
215 S MONARCH ST #101
ASPEN, CO 81611

407 HYMAN LLC
51027 HWY 6 & 24 #100
GLENWOOD SPRINGS , CO 81601

WHITMAN WENDALIN
PO BOX 472
ASPEN, CO 81612

CS WEBER INVESTMENTS LLC
15 S WILLOW CT
ASPEN, CO 81611

400 HYMAN LLC
1010 E HYMAN AVE
ASPEN, CO 816112118

COLLINS BLOCK LLC
205 S GALENA ST
ASPEN, CO 81611

ORR ROBERT L
2700 G ROAD #12A
GRAND JUNCTION, CO 81506

THOR 228 S MILL ST LLC
1000 WILSON BLVD #2100
ARLINGTON, VA 22209

SHENNA MELISSA A
1242 N LAKE SHORE DR #4S
CHICAGO, IL 60610

HILLSTONE RESTAURANT GROUP INC
3539 NORTHSIDE PKWY
ATLANTA, GA 30327

PRODINGER IRMA
PO BOX 1245
ASPEN, CO 81612

401 HYMAN AVENUE LLC
1435 LAWRENCE LN
NORTHBROOK, IL 60062

JOHNSON PETER C & SANDRA K
51 OVERLOOK DR
ASPEN, CO 81611-1008

TRUE JAMES R
PO BOX 2864
ASPEN, CO 81612

COLORADO MOUNTAIN NEWS MEDIA CO
580 MALLORY WY
CARSON CITY, NV 89701

HART GEORGE DAVID & SARAH
PO BOX 5491
SNOWMASS VILLAGE, CO 81615

WHITMAN WENDALIN
210 E HYMAN AVE #101
ASPEN, CO 81611

LARRAC INV LLC SERIES H
840 FM 474
BOERNE, TX 78006

DAVIDSON ARIAIL SCOTT
PO BOX 5141
ASPEN, CO 81612

ROBERTS JANET A
215 S MONARCH ST #G101
ASPEN, CO 81611

360 HEXAGON LLC
9401 INDIAN CREEK PKWY STE 800
OVERLAND PARK , KS 66210

400 BUILDING LLC
306 N PLAZA REAL
BOCA RATON, FL 33432-3933



Crystal Palace Communications Plan: Stakeholders

314 HEXAGON LLC

9401 INDIAN CREEK PKWY STE 800
OVERLAND PARK , KS 66210

CITY OF ASPEN

C/O Mitzi Rapkin
130 S GALENA ST
ASPEN, CO 81611

CLARKS ASPEN LLC

818 SOUTH MAIN ST
BLANDING , UT 84511

PARK CENTRAL CONDO ASSOC

215 S MONARCH ST STE 203
ASPEN, CO 81611

MOTHER LODE CONDO ASSOC

COMMON AREA
314 E HYMAN AVE
ASPEN, CO 81611

DAVIS HORN INCORPORATED

215 S MONARCH #104
ASPEN, CO 81611

1000 EAST HOPKINS LLC

215 S MONARCH #104
ASPEN, CO 81611

KATIE REED PLAZA CONDO ASSOC

301 E HOPKINS AVE
ASPEN, CO 81611

MOTHER LODE CONDO ASSOC INC

9401 INDIAN CREEK PKWY STE 800
OVERLAND PARK , KS 66210

KANTZER TAYLOR FAM TRST #1

216 SEVENTEENTH ST
MANHATTAN BEACH, CA 90266

ELLIOTT ELYSE A TRUST

610 NORTH ST
ASPEN, CO 81611

ELK MOUNTAIN HOSPITALITY LLC

371 MARKET ST
BASALT, CO 81621

BOGIN ROBERT M

4280 S MEADOW BROOK LN
EVERGREEN, CO 80439

BERNSTEIN JEREMY M PROFIT SHARING PL

610 NORTH ST
ASPEN, CO 81611

FREDRICK LARRY D

215 S MONARCH ST #G101
ASPEN, CO 81611

MOJO ASPEN LLC

215 S MONARCH #G102
ASPEN, CO 81611

210 COOPER LLC

1512 LARIMER ST #100 BRIDGE LEVEL
DENVER, CO 80202

CLARK LOIS P REV TRUST

PO BOX 5815
SNOWMASS VILLAGE, CO 81615

SHVACHKO NATALIA

35 SUTTON PL #19B
NEW YORK, NY 10022

KAUFMAN GIDEON I

315 E HYMAN AVE STE 305
ASPEN, CO 81611

AJAX JMG INVESTMENTS LLC

9401 WILSHIRE BLVD 9TH FL
BEVERLY HILLS, CA 902122974

BRINING ROBERT D

215 S MONARCH #203
ASPEN, CO 81611

LEE FRANCIS A III

706 NORMANDY
MOORESVILLE, NC 28117

DOLE MARGARET M

400 E HYMAN AVE #302
ASPEN, CO 816111989

DESOTO LINDA JANE LIVING TRUST

155 LONE PINE RD #9
ASPEN, CO 81611

LEE FRANCIS A

706 NORMANDY
MOORESVILLE, NC 28117

NEWMAN KERRY J & RICKI R

617 PRINCE DR
NEWBURGH, IN 47630

SMITH NATHANIEL THOMAS

706 NORMANDY
MOORESVILLE, NC 28117

FIERCELY LOCAL

PO BOX 8970
ASPEN, CO 81612

PLACE PENNY L REV TRUST

5701 S COLORADO BLVD
LITTLETON, CO 80121



Crystal Palace Communications Plan: Stakeholders

JACOBSON FAMILY TRUST
3237 SUMMER WIND LN #1424
LITTLETON, CO 80129

400 HYMAN LLC
PO BOX 351
RIFLE, CO 816500351

ASPEN COMMERCIAL CONDO ASSOC
307 S MILL ST
ASPEN, CO 81611

BUSH ALAN DAVID
0046 HEATHER LN
ASPEN, CO 81611-3342

210 COOPER CONDO ASSOC
210 E COOPER AVE
ASPEN, CO 81611

MTN ENTERPRISES 80B
PO BOX 5739
EAGLE, CO 816315739

GUTNER TODDI L GST DESC TRUST
260 N DEERE PK DR
HIGHLAND PARK, IL 60035

400 EAST HYMAN LLC
400 E HYMAN AVE # A202
ASPEN, CO 81611

201 EH INVESTMENTS LLC
10880 WILSHIRE BLVD #2222
LOS ANGELES, CA 90024

MILL STREET PLAZA ASSOC LLC
602 E COOPER #202
ASPEN , CO 81611

308 EAST HOPKINS CONDO ASSOC
COMMON AREA
308 E HOPKINS AVE
ASPEN, CO 81611

COHEN FRANK R
360 S MONROE ST #702
DENVER, CO 80209

CARRIGAN RICHARD A JR
2044 AUDUBON AVE # BT505
NAPERVILLE, IL 605635352

WELLS FARGO BANK
PO BOX 2609
CARLSBAD, CA 92018

MOUNTAIN GETAWAY PROPERTIES LLC
9 ISLAND AVE # 2103
MIAMI BEACH, FL 33139-1343

RACZAK FAMILY TRUST
0234 LIGHT HILL RD
SNOWMASS, CO 81654

GORDON BRIAN S
26985 CRESTWOOD
FRANKLIN, MI 48025

WHITMAN FINE PROPERTIES
210 E HYMAN AVE #101
ASPEN, CO 81611

COLLINS BLOCK CONDO ASSOC
COMMON AREA
204 S MILL ST
ASPEN, CO 81611

PLUMERIA PARTNERS LLLP
925 CHATFIELD RD
ASPEN, CO 81611

CLARKS ASPEN LLC
818 SOUTH MAIN ST
BLANDING , UT 84511

FERAL VENTURE CAPITAL LLC
6226 N RIVIERA DR
OKLAHOMA CITY, OK 73112

RACZAK FAMILY TRUST
0234 LIGHT HILL RD
SNOWMASS, CO 81654

PARK CENTRAL WEST CONDO ASSOC
210 E HYMAN AVE
ASPEN, CO 81611

314-PH HEXAGON LLC
9401 INDIAN CREEK PKWY STE 800
OVERLAND PARK , KS 66210

WENDELIN ASSOC
1173 PITTSFORD VICTOR RD #250
PITTSFORD , NY 14534

SHAW ROBERT
5408 BIRCHMAN AVE
FORT WORTH, TX 76107

LARRABEE DONALD C JR
1417 POTTER DR STE 105
COLORADO SPRINGS, CO 80909

YOUNGS RICHARD B & JACQUINE L
3940 MARSH RD
BROOKLYN, MI 49230

WHEELER SQUARE - CASPER FAMILY LLC
315 E HYMAN
ASPEN, CO 81611



Crystal Palace Communications Plan: Stakeholders

IFTNFS LLC

0115 GLEN EAGLES DR
ASPEN, CO 81611

PITNER N KATHRYN

PO BOX 11930
ASPEN, CO 81612

SEGUIN BUILDING CONDO ASSOC

COMMON AREA
304 E HYMAN AVE
ASPEN, CO 81611

SEDOY MICHAEL

35 SUTTON PL #19B
NEW YORK, NY 10022

PCU-5 LLC

PO BOX 2563
ASPEN, CO 81612

G & K LAND CO LLC

0167 WILLOW LN
CARBONDALE, CO 81623

GOODING NANCY A

4800 S HOLLY ST
ENGLEWOOD, CO 80111

KELLY GARY

PO BOX 12356
ASPEN, CO 81612

JMS LLC

0115 GLEN EAGLES DR
ASPEN, CO 81611

TOM THUMB BUILDING CONDO ASSOC

400 E HYMAN AVE
ASPEN, CO 81611

DCBD2 LLC

2100 ROSS AVE #3300
DALLAS, TX 75201

LEATHERMAN ROBERT D

PO BOX 11930
ASPEN, CO 81612

LORING PETER & ELIZABETH S

230 CONGRESS ST
BOSTON, MA 02110

FREDRICK LARRY D

215 S MONARCH ST #G101
ASPEN, CO 81611

MORRONGIELLO LYDIA LIVING TRUST

8109 WILLOW BEND CT
BOULDER, CO 80301

1000 EAST HOPKINS LLC

215 S MONARCH #104
ASPEN, CO 81611

HOFFMAN JOHN L & SHARON R TRUST

411 E 63RD ST
KANSAS CITY, MO 64108

ROBERTS JANET A

215 S MONARCH ST #G101
ASPEN, CO 81611

JAFFE JONATHAN & KAREN

88 EMERALD BAY
LAGUNA BEACH, CA 92651

YOUNG BARBARA A

210 E HYMAN #9
ASPEN, CO 81611

DAVIDSON DONALD W TRUST

864 CEMETERY LN
ASPEN, CO 81611

FEDER HAROLD L & ZETTA F

985 CASCADE AVE
BOULDER, CO 80302-7550

FREDRICK LARRY D

215 S MONARCH ST #G101
ASPEN, CO 81611

FOOTLOOSE MOCCASIN MAKERS INC

44 SILVERADO CT
CANON CITY, CO 812129484

LEAR STEFANIA

PO BOX 3394
ASPEN, CO 81612

314-200 HEXAGON LLC

9401 INDIAN CREEK PKWY STE 800
OVERLAND PARK, KS 66210



Crystal Palace Communications Plan: Mailers

crystal palace project construction plan FAQ: phase 1

Scope of Work:

During Phase I, construction will focus on prepping the site for building demolition and prepping Hyman Avenue to change from a two-way road to a one-way road with traffic flowing towards Mill Street. This will include the installation of construction fencing, re-striping Hyman Avenue, and creating pedestrian/cyclist protection barriers.

This process will start with the removal of building utilities, streetlights, signs, installing temporary electric, erecting the perimeter barriers, installing sound abatement, and installing bracing for the historic west and south masonry walls.



Existing building



Historic wall bracing



Aerial Site Plan



Indicative construction fencing

crystal palace project construction plan update: phase 2



Photo above courtesy of Aspen Historical Society, ~1900.

Historic Preservation:

The building located at 300 East Hyman Avenue, AKA the Crystal Palace, is a typical brick commercial building, constructed as the town's prosperity grew. Brick provided greater fire protection than wood and indicated a sense of "permanence." The oldest part of the building (the western part) was built by S.B. Clark in 1891.

Named the Clark Commission Company, it was utilized as a wholesale produce house. In the early 1900s, E. M. Cooper bought the business and changed the name to Aspen Commission Company. The building was later vacant for a period of years, until bought by Mead Metcalf, who operated a dinner theater, "The Crystal Palace," there from 1959 until 2008.

The building has had numerous alterations, including additions to the east and rear which obscure the original character. All windows have been replaced and new storefronts have been constructed across the entire south facade.

A historic preservation plan has been created detailing the history of the Crystal Palace property and changes to the building over time. This ensures that the remaining historic materials are preserved and accurate reconstruction of missing historic elements is completed.

Historic photographs were used to identify the original structure and detail of the building, and the project is committed to restoring the building based upon this historic evidence.

Original materials are located in the west wall facing Monarch and will be protected and preserved. The historic design of the storefront and second floor will be



Photo above courtesy of Aspen Historical Society, 1966.



Crystal Palace Building, 2018.



Proposed project

crystal palace project construction plan FAQ: phase

Project Contacts and Resources:

Our team is excited to share all of the hard work we have been doing in preparation for breaking ground at 300 E Hyman Avenue (Crystal Palace). Most important, is how we will be communicating with you throughout the project. We truly value our relationship with our neighbors and the greater community and want to keep you informed of the anticipated impacts and traffic changes expected during the construction phases.

We will be utilizing a variety of methods to disseminate information to you, including public meetings, on-site posters, emails, enhanced mailings, our project web page, City channels, and newspaper announcements. We will also have an on-site representative who you can contact with any project questions or comments. We have provided a list of project contacts and resources below for your reference throughout the project. Please don't hesitate to reach out with any questions or urgent matters.



Reilly Thimons, BendonAdams, Project Communications Liaison

Reilly will act as your point of contact for all scheduling, phasing, construction, project information updates, and historic preservation inquiries. She will be stopping by surrounding businesses prior to major phase changes to discuss any questions or concerns and bring you updated information packets outlining what you can expect. Reilly will also be providing on-site poster updates, newspaper announcements (keep your eyes out), website updates, email updates, enhanced mailings, and will act as point person for public meetings. You can reach her at crystalpalaceproject@gmail.com / 970.510.0094.



Brad Hribar, Centaur Construction, Project Manager, Safety Officer

Brad will act as your point of contact for all urgent inquiries regarding site access, right of way interruptions and any construction staging issues. He will be located on-site and is the site manager / safety officer. If there is a situation that is impacting your storefront and/or business operations (blocked deliveries etc.) please reach out to Brad. You can reach him at 312.714.8519.



crystalpalaceproject.com

We strongly encourage you to register at our website. The website will provide regular construction/progress updates, updated construction phasing, renderings, site plans, additional contact information, the construction management plan, the communications plan, links to project approvals and documentation, and traffic flow updates. Please share our website with anyone who you think will be interested in learning more about this project.

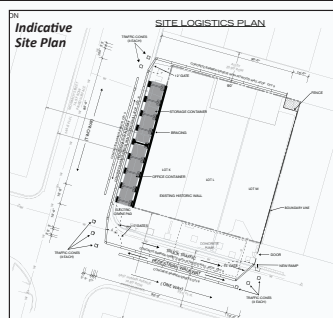
Emergency Contacts: Aspen Fire Station 970.320.5532 / Aspen Police Department 970.920.5400 / For a real emergency please dial 911.



crystal palace project construction plan update: phase 2



Indicative Site Plan



Scope of Work:

Phase I of construction is near completion and our team has been very busy working on-site. To date we have disconnected utilities, installed construction gates, fencing, historic wall bracing and conducted demolition.

Phase II of construction will begin shortly and will focus on earth retention, foundation, and structure work. Specifically, this will include installation of an earth retention system, excavation to subgrade, installation of drywells, lower level foundations footings and core walls, installation of structural steel and lower level slabs. This phase of construction is anticipated to last through late spring of 2020.

The existing fencing, pedestrian access, bike lanes, and traffic flow are expected to remain the same throughout the duration of the project.

Construction Hours:

Year-round exterior construction hours will be limited to 7:30am-5:30pm Monday through Friday and 9:00am-5:00pm Saturday. Interior activities may be performed 24 hours per day with certain date restrictions and on an approval basis only. No construction on Sundays.

No construction will be permitted during the following holidays and special events: Presidents Day, Memorial Day Weekend, Food and Wine Classic, Fourth of July, Labor Day Weekend, Thanksgiving Day, Christmas Day (and week), and New Years Day.

Detailed construction information can be found in the Construction Management Plan online at crystalpalaceproject.com



Crystal Palace Communications Plan: Posters

Public information posters will contain construction updates with up-to-date site plans, traffic flow changes, relevant renderings, and project contact information. These posters will be formatted in 24 x 36 inch and be printed on weatherproof gatorboard. They will be adhered to the construction fencing on both South Monarch and East Hyman. Specific locations and number of posters will be cleared with the Planning Department prior to mounting.

crystal palace project construction plan



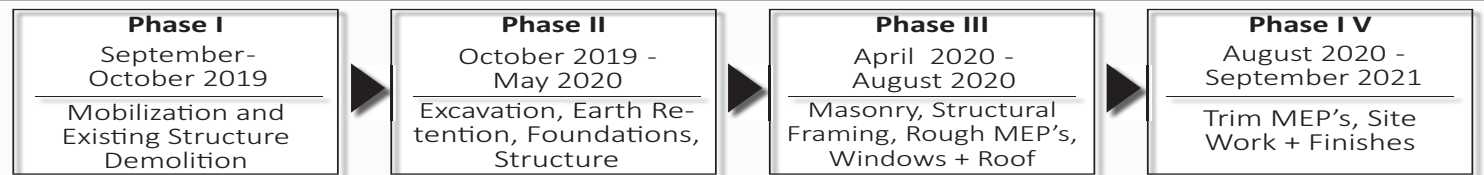
Construction Updates and Communications

Our team is excited to share all of the hard work we have been doing in preparation for breaking ground at 300 E Hyman Avenue (Crystal Palace). Most importantly, how we will be communicating with you throughout the project. We truly value our relationship with our neighbors and the greater community and want to keep you informed of the anticipated impacts and traffic changes expected during the construction phases.

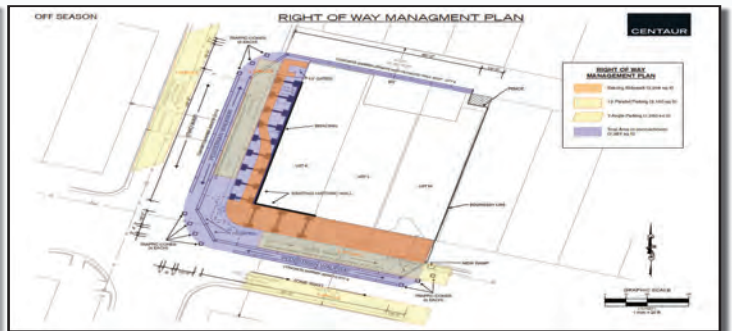
We will be utilizing a variety of methods to disseminate information to you, including public meetings, on-site posters, emails, enhanced mailings, our project web page, City channels, and newspaper announcements. We will also have an on-site representative who you can contact with any project questions or urgent matters.

If you are interested in learning more about this project please visit our website to register for regular project updates and scheduling: crystalpalaceproject.com.

Preliminary schedule



Phase I: What to Expect



Scope of Work:

During Phase I, construction will focus on prepping the site for building demolition and prepping Hyman Avenue to change from a two-way road to a one-way road with traffic flowing towards Mill Street. This will include the installation of construction fencing, re-stripping Hyman Avenue, and creating pedestrian/cyclist protection barriers. This process will start with the removal of building utilities, streetlights, signs, installing temporary electric, erecting the perimeter barriers and installing sound abatement, and installing bracing for the historic west and south masonry walls. Changes to traffic flow will not impact current bus routes, and will change existing head-in parking to parallel parking for the duration of construction. A site plan can be seen above to the right:

Construction Hours:

Year-round exterior construction hours will be limited to 7:30am - 5:30pm Monday through Friday and 9:00am-5:00pm Saturday.

Interior activities may be performed 24 hours per day with certain date restrictions and on an approval basis only. No construction on Sundays.

No construction will be permitted during the following holidays and special events: *Presidents Day, Memorial Day Weekend, Food and Wine Classic, Fourth of July, USA ProCycling Challenge, Labor Day Weekend, Thanksgiving Day, Christmas Day (and week), New Years Day.*

Questions? Emergency? Please contact us at the information listed below:

General inquiries, scheduling updates, website and project update registration: crystalpalaceproject@gmail.com / 970.510.0094 (BendonAdams)
Urgent site questions (access, parking, staging, right-of-way issues): Safety Officer + Site Manager Brad Hribar 312.714.8519 (Centaur Construction)
Emergency: Aspen Fire Department 970.920.5532 Aspen Police Department 970.920.5400





crystal palace project construction plan

Phase II Scope of Work:

Phase I of construction is near completion and our team has been very busy working on-site. To date we have disconnected utilities, installed construction gates, fencing, historic wall bracing and conducted demolition.

Phase II of construction will begin shortly and will focus on earth retention, foundation, and structure work. Specifically, this will include installation of an earth retention system, excavation to subgrade, installation of drywells, lower level foundations footings and core walls, installation of structural steel and lower level slabs. This phase of construction is anticipated to last through late spring of 2020.

The existing fencing, pedestrian access, bike lanes, and traffic flow are expected to remain the same throughout the duration of the project.

Historic Preservation:

The building located at 300 East Hyman Avenue, AKA the Crystal Palace, has been heavily altered over time with changes to the second story, brick detail, cornice, storefront, upper windows, door openings, and the Owl Cigar mural.

A historic preservation plan has been created detailing the history of the Crystal Palace property and changes to the building over time. This was to ensure that the remaining historic materials were incorporated into the new building design.

Historic photographs were used to determine the original structure and detail of the building, and the new construction has committed to restoring the building based upon this historic evidence.

Original materials are located in the west wall facing Monarch and will be protected and preserved. The historic design of the storefront and second floor will be carefully reconstructed using old photographs. A new addition will occupy the rest of the property.

Construction Hours:

Year-round exterior construction hours will be limited to 7:30am - 5:30pm Monday through Friday and 9:00am-5:00pm Saturday.

Interior activities may be performed 24 hours per day with certain date restrictions and on an approval basis only. No construction on Sundays.

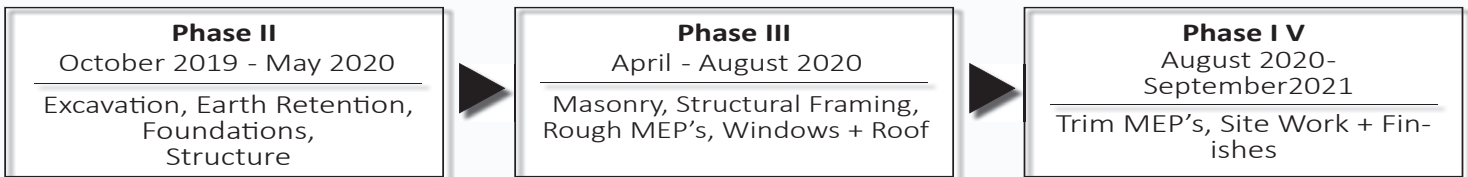
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Photos above courtesy of Aspen Historical Society.



Working schedule



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