



Department of Community Development

Planning and Building

The Town of Erie

645 Holbrook St.
P.O. Box 750
Erie, CO 80516
(303) 926-2775
FAX (303) 926-2706

Memo

To: Ben Crenshaw, SLC Development LLC
From: Hannah Hippely
Date: July 19, 2017
Re: SK-000893-2017 – Dearmin East Sketch Plan Application
cc: Marty Ostholthoff, Matt Wiederspahn, Robb Crabb

Comments:

The Sketch Plan application process allows staff, Planning Commission and the Board of Trustees the opportunity to make comments regarding an application early in the development that the applicant should then address with the Preliminary Plat application. The Dearmin East Sketch Plan application was reviewed at the July 13, 2017 Development Review Team meeting. Below are the Community Development Department comments, additional comments from the Public Works Department and the Open Space and Trails Advisory Board (OSTAB) and Parks and Recreation Department are being forwarded to you as well. Some of the information below is related to the next steps of the zoning and subdivision processes.

Community Development Department comments:

1. GENERAL COMMENTS

- a. The sketch plan proposes a thoughtful design which includes a mixed use commercial node integrated into the neighborhood, a variety of residential development types, a central greenway in addition to the required parks all based upon a combination of curvilinear and modified grid street layout. The design takes advantage of the unique topography of the site and the views to the west that the elevation and hilliness of the site provide.
- b. The layout of the lots along County Road 5 results in a line of structures backing to the road, this design approach is one the Town tries to avoid in favor of a design that opens up and connects the neighborhood. The street layout on the west side also requires some redesign given that the road which parallels County Road 5 does not meet Town spacing requirements and lots face on what are likely to be collector level streets.
- c. A connection to the parcel to the east is required and two are shown, the exact location of these connections should be evaluated once more information is available as the traffic study and park plans may impact these connections.
- d. The sketch plan shows a 100 foot oil and gas buffer extending to the west along the Community Ditch. The purpose of this buffer is unclear, please provide additional details related to this buffer in the narrative of the preliminary plat.
- e. The proposed open space while meeting the requirements for open space does narrow to the minimum allowable width of 300 feet for a segment. The lots in Block 41 back to this narrower section of open space and these lots will be exposed to the existing and future oil and gas operations across the ditch. Additional buffer between any proposed lots and the existing and future industrial activities located south and east of the Community Ditch or a design where lots

side to the open space rather than back to it should be considered so that the open space can operate as buffer for the residential development and transition zone to the industrial activities across the ditch.

2. ALTA

- a. Any overhead electrical lines near Erie Parkway and County Road 5 will need to be shown as being moved underground in a preliminary plat application.
- b. Ten monitoring wells are shown on the survey, a discussion of these wells is not included in the Phase 1 Environmental Site Assessment. Please provide additional information regarding these wells (purpose, ownership, future, etc.) as part of a preliminary plat application?
- c. The Community Ditch is indicated as a right of way. The deed referred to (recorded at Reception No. 23030) conveyed "a strip or parcel 50 feet in width" which is more than a right of way. Prior to submittal of a preliminary plat please review this deed and amend the ALTA and other maps to reflect the Community Ditch ownership of the strip of land. Given that the strip of land separates the two parcels shown as Parcel A and Parcel B staff does consider these two separate and discrete parcels even though they may be under common ownership and held on the same deed. Future applications need only to include Parcel A.
- d. A preliminary plat application should include a proposal and timeline for the removal of all existing structures and facilities.

3. The property is currently zoned Rural Preservation 3 (RP 3) and requires rezoning to accommodate the proposed development. Staff anticipates that the property may be zoned into a combination of residential and commercial districts in addition to Public Lands and Institutions (PLI) and Agriculture/Open Space (AG/OS). As the project progresses through the future subdivision processes it is possible that additional adjustment in zoning will be necessary due to the dynamic nature of the planning process.

4. SUBDIVISION STANDARDS

- a. Please review the comments from Public Works and address these comments. Revisions meeting Town engineering standards shall be included in a preliminary plat submittal.
- b. A preliminary plat application should show all utility easements.
- c. A Phase 1 Drainage Study was provided; staff noted that the soils classification map included in the document is not for the subject property.
- d. A more detailed review of the Subdivision Standards would occur at Preliminary Plat when the the following reports are provided:
 - i. Phase II Drainage Report and Plans showing the final proposed drainage system, design details and calculations.
 - ii. Preliminary Erosion Control Study and Construction Plans prepared in accordance with the Town's clearing, grading and land disturbance standards.
 - iii. Preliminary Area Grading Plan prepared in accordance with the Town of Erie Standards and Specifications for Design and Construction of Public Improvements.
 - iv. Preliminary Utility Plan prepared in accordance with the Town of Erie Standards and Specifications for Design and Construction of Public Improvements and the UDC.
 - v. Preliminary Road Construction Plan prepared in accordance with Town of Erie Standards and Specifications for Design and Construction of Public Improvements.
- e. Sketch Plan review does not include referral to the school district, this would occur at preliminary plat. Staff understands that the District does want a school site in this area and that the proposed sketch plan provides half of the requested area.

5. DEVELOPMENT AND DESIGN STANDARDS

a. 10.6.2 Natural and Scenic Resource Protection:

- i. A preliminary plat submittal will need to include a Threatened and Endangered Species, Habitat, and Wetlands report, a Cultural, Archaeological, and Historical Resource Report and Protection Plan and a Native Tree and Vegetation Survey and Protection Plan.
- ii. A grading plan was not provided; the lots were laid out over the exiting topography but appear to generally utilize and follow the existing topography.
- iii. Significant features on this site include the hilly topography and Community Ditch which forms the property boundary. The design of the development incorporates the high point of the site into the neighborhood park. The open space proposed also includes the hill and the area adjacent to the ditch.
- iv. There is a 75 foot setback, measured from the centerline of the ditch, which should be shown on the preliminary plat.
- v. As required for a community gateway a 30' buffer is shown along Erie Parkway and as required for an Arterial road a 30' buffer is shown along County Road 5. The Preliminary Landscape Plans required as part of the Preliminary Plat submittal should show all how the Community Gateway requirements are being met.

b. 10.6.3 Parks, Open Space, and Trails:

- i. With 765 lots included in the sketch plan the overall parks and open space dedication requirements apply: Neighborhood Park 7.0 acres; Pocket Park 1.09 acres; Open Space 37.06 acres.
- ii. While a number of parks are shown on the sketch plan, it is not clear which of these are to be considered the required Pocket Parks. With the preliminary plat submittal the pocket parks should be identified so that they can be evaluated with regards to the requirements for pocket parks. The landscape plan submitted with the preliminary plat shall include a design for the pocket parks which demonstrates that the minimum requirements for amenities to be included in pocket parks as outlined in the PROST master plan are being met.
- iii. Please coordinate with the Parks and Recreation Department to develop the master design plan for the neighborhood park which shall be submitted with the preliminary plat application as part of the preliminary landscape plan.
- iv. Please review the comments from OSTAB and the Parks and Recreation Department and address these comments with revisions to be included in a preliminary plat submittal.
- v. The spine trail will need to be constructed to meet the standard trail widths and surfaces, revisions to correct this shall be included in a preliminary plat landscape plan submittal.

c. 10.6.4 Landscape, Screening, and Fencing

- i. Preliminary landscape plans prepared in accordance with the Town of Erie Standards and Specifications for Design and Construction of Public Improvements, UDC, and Town of Erie Parks and Trails Master Plan are required to be submitted with a preliminary plat. Please include any plans for neighborhood fencing and an irrigation plan in this plan set.

d. 10.6.5 Transportation and Access

- i. A Traffic Impact Study is required at the time of preliminary plat. The street designations are unknown without a traffic study and thus some amount of redesign may be necessary once more information is available.
 - ii. Streets and Vehicular Circulation
 - 1) All comments from Public Works will need to be addressed and these revisions included in a preliminary plat submittal.
 - 2) Please clarify the one way street pairs; the streets on either side of Tract K and Tract L seem like they should be a one way pair but they are not labeled as such.
 - 3) Through block connections are needed in the middle of Block 17 and Block 41.
 - 4) Pedestrian Facilities –
 1. Trails and paths proposed on private HOA/Metro District property (tracts) require a grant of public access easement across that tract.
 2. OSTAB provided comments related to pedestrian connectivity, please respond to these comments and provide revisions in the preliminary plat submittal.
- e. 10.6.6 Parking requirements/Loading –
- i. As is appropriate at this time parking and loading to support the commercial components of the proposals are in the initial phases of development. Final plans and details of these elements are typically evaluated during a site plan review phase after a lot has been created by recordation of a final plat.
- f. 10.6.7 and 10.6.8 Design Standards
- i. Housing Diversity

The Town of Erie has a housing diversity requirement that is based on the acres of residentially zoned property to ensure that as the Town grows, a variation in housing choices are available to potential consumers looking for housing in Erie. Below is a listing of what is considered a housing type and what is considered a housing type variation:

Housing Type	Housing Type Variation
Duplex	Front Loaded
	Alley Loaded
Stacked Tri-plex / Quad-plex	Three Dwelling Units per Building
	Four Dwelling Units per Building
Manor Home	Variation in Building Length 30% or More
	Variation in Building Footprint 30% or More
Townhouse (Single-Family Attached)	Front Loaded
	Alley Loaded
Apartment (Multi-family)	Variation in Building Length 30% or More
	Variation in Building Footprint 30% or More
Live-Work Units	Front Loaded
	Alley Loaded
Single Family Detached	Front Loaded
	Alley Loaded
	Lot Size Under 5,000 Square Feet

	Lot Size 5,000 – 9,999 Square Feet
	Lot Size 10,000 – 39,999 Square Feet
	Lot Size 40,000 Square Feet or More

- ii. The application materials indicate that the site is approximately 266 acres which would require four housing types or three housing types and one housing type variation.
- g. 10.6.14 Oil and Gas:
 - i. Copies of all surface use agreements that encumber the property (including those on adjacent properties where setbacks impact the subject property) are required to be submitted at the time of preliminary plat application.
 - ii. The ALTA shows a variety of components related to the adjacent well site on Parcel B however, these facilities and their associated setbacks are not shown on the sketch plan only a well is shown. The UDC requires a 150 foot setback for existing wells and above ground production facilities. This setback and any setback established through a surface use agreement should be shown on the preliminary plat.
- 6. Sketch Plan Map:
 - a. The vicinity map utilized in subsequent reviews for this development needs to be updated to reflect current conditions and recent platting.

TOWN DEPARTMENT & REFERRAL AGENCIES LIST

See responses provided by:

- a. Public Works
- b. OSTAB
- c. Parks and Recreation



Town of Erie Open Space and Trails Advisory Board

From: Town of Erie Open Space and Trails Advisory Board (OSTAB)
To: Hannah Hippely, Senior Planner, Community Development
Date: July 11, 2017

Subject: Dearmin Referral - Sketch Plan (dated May 17, 2017)

Location: SE corner of Erie Parkway (WCR 8) and WCR 5, south of Erie High School.

OSTAB has reviewed the referral materials, compared them to Town planning documents, and has prepared the following comments, questions, and recommendations for the Town's consideration in evaluating this application.

Open Space and the Natural Areas Inventory (NAI):

Discussion:

There are no NAI sites on this property.

We concur that the southern portion of this property is the best location for dedicated open space. The southwestern corner is opposite the existing town Sunset Open Space. In the future, there will be a Spine Trail. The narrative states that 37.06 acres of dedicated open space is required, and that 37.17 acres is proposed. As required by the Uniform Development Code (UDC), oil and gas (O&G) setbacks and easements have been excluded from the dedicated open space.

The Tract Summary Chart on Sheet 2 indicates that Tract W is the dedicated open space, which will be owned and maintained by the Town. The acreage of that Tract is 47.77. The significant difference between the acreage of that tract and the dedicated open space is primarily caused by a 100' O&G buffer on the north side of Community Ditch.

One of the requirements in the UDC for dedicated open space is a minimum width of 300'. As shown on Sheet 5, the width of Tract W between the rear of multiple lots and the Community Ditch is roughly 310 feet. That distance INCLUDES the 100' O&G buffer, which is excluded from the dedicated open space area. Thus the actual width of the dedicated open space in that area is about 210'. Additionally, the area between WCR 6 and the Community Ditch/O&G buffer is materially less than 300'.

We are concerned about the roughly 20 lots that are adjacent to Tract W in block 41 on a local street in the SE quadrant that terminates at Tract FF (see Sheets 4 & 5). The land slopes southeastward from those lots, toward the dedicated open space and the Community Ditch. Pesticides from landscaping activities and pet waste will runoff from those lots into the dedicated open space, which is roughly 200' wide as proposed. Degradation of the open space will be inevitable.

Recommendations:

1. Redesign the dedicated open space so that it meets the minimum 300' foot width in the UDC;
2. Redesign the lot configurations in block 41 to substantially reduce the impact of runoff from those lots into the adjacent dedicated open space.

Trails:

Spine Trail

Discussion:

The Parks, Recreation, Open Space, and Trails (PROST) Master Plan contains a map (Figure 15, page 120) of proposed Spine Trails. It contains a Spine Trail on southern portion of this property i.e. within the proposed dedicated open space. The western portion starts near the intersection of WCR 5 and WCR 6, goes slightly northeastward, then follows that Ditch on the northern side, exiting this property to the east slightly north of the Ditch.

Sheet 5 has a trail that roughly follows that configuration; the exception is that it does not extend to the property border near the Ditch. The proposed trail width is 5', which does not match the Spine Trail requirement in the PROST Master Plan (Figure 16, page 124): 8' concrete, 4' crusher fines, and a 2' minimum shoulder on each side that is clear of obstructions.

Recommendations:

1. Modify the proposed trail in Tract W to match the requirements in the PROST Master Plan for the Spine Trail, as described above;
2. Extend the Spine Trail to the eastern property line, as described above.

Neighborhood Trails

Discussion:

There is a proposed neighborhood park at an excellent location: the property's high spot on the eastern border. It is directly north of the dedicated open space, with a connection to the proposed Spine Trail. There are two significant neighborhood trails that connect to the park. One is a 5' trail in a 30' landscaped buffer (Tract O) along the eastern border, terminating at a local street adjacent to the proposed school site on Erie Parkway. The second is a series of trails in small park tracts that extend northwestward, ending on a sidewalk on WCR 5, very near the traffic signal at Erie Parkway. Erie High School is directly across that intersection. We noticed that a few of these park tracts did not have trails, thus requiring residents to use sidewalks. The following Tracts do have trails: U, Q, and A. The following Tracts do not have trails: M, L, and K. We recommend that all of these tracts have trails.

We firmly believe that trails serving schools should be 8' wide, so that children on bicycles can safely pass other cyclists or pedestrians.

We noticed that closest access to the Spine Trail for residents in the SW area would be near the active adult community amenities on the eastern side. We recommend a closer connection, near Tract FF (see Sheet 5).

Sheet 5 appears to indicate that there will not be a sidewalk along WCR 6. We think that Town code requires a sidewalk there.

Recommendations:

1. Add trails in park tracts M, L, and K to provide a continuous link between the neighborhood park and WCR 5 near the intersection with Erie Parkway;
2. Widen trails that will serve schools to 8' to improve safety. Those trails are in Tracts O, U, Q, A, M, L, and K;
3. Improve access to the Spine Trail for residents in the SW quadrant by adding a connector trail near Tract FF.
4. Determine whether or not a sidewalk is required along WCR 6.

Please pass this referral letter to the Applicant, and appropriate town departments, boards, and commissions. Thank you for your attention to these matters. OSTAB is available to discuss any of the above in more detail as needed.

Sincerely,

Open Space and Trails Advisory Board

Bob Braudes
Phil Brink
Dawn Fraser
Monica Kash
Nicole Littman
Ken Martin (Chair)
Joe Martinez

Town of Erie, Colorado

Development Referral

☐ Town of Erie Community Development
☒ Town of Erie Parks & Recreation

☐ Town of Erie Public Works
☐ Town of Erie OSTAB

Planner: Hannah Hippely

Date: June 13, 2017

Project: Dearmin Tract

Applicant: Southern Land Company

Description: Sketch Plan

Location: Southeast corner of Erie Parkway and County Road 5

Legal Description: See Attached Materials

This application is submitted to you for review and comment. Please reply by **Tuesday, July 11, 2017**, so that we may give full consideration to your comments. Any response not received by this date may be deemed to be a positive response to the Town of Erie. Email responses can be sent to hhippely@erieco.gov. If you have any questions about this application, please call 303-926-2774.

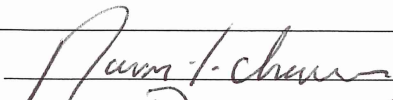
☐ We have reviewed this application and find no conflicts with our interests

☒ We have reviewed this application and find conflicts with our interests.

☒ See comments below or attached letter.

Comments:

Signature:



Date:

7/20/17

Name (Please Print)

DARREN L. CHAMPION



Internal Memo

To: Hannah Hippely, Community Development Senior Planner
From: Darren Champion, Parks and Open Space Project Coordinator
Date: July 20, 2017
Subject: Dearmin Tract - Sketch Plan
Cc: Farrell Buller, Director of Parks and Recreation
Rob Crabb, Parks and Open Space Division Manager

Parks & Open Space Division staff has reviewed the revised subject plans and offers the following comments:

General Comments

- Provide sight triangles at all road intersections.
- Please ensure that no tress are placed within the existing overhead power easement towards the south end of the property.

Sheet 2 of 5

- Staff recommends the north/south trail running along the eastern border be widened and upgraded to an 8ft regional trail. This will also provide as a temporary access trail for maintenance vehicles to access the spine trail that is anticipated to stub out at the south east corner of the development.
- Install 8ft curb ramps at spine trail entry points and temporary spine trail access points.
- Currently there are two road connections shown going into the adjacent future development to the east. Additional considerations should be given to the trail alignment and crossings should these connections remain.
- Staff have some concern with regard to where the open space narrows down to an approximately 200ft width. The Municipal Code, Title 10 states that a parcel is no less than 300ft at the narrowest width.

Sheet 3 of 5

- Please consider trail connectivity within the park tracts that are northwest of Tract Q.



Memo

To: Hannah Hippely
From: Matt Wiederspahn, P.E., Development Engineer
Date: July 17, 2017
Subject: **Dearmin East Sketch Plan**
CC: Russell Pennington
Wendi Palmer
Chad Schroeder

Comments for Sketch Plan:

1. A Preliminary Utility Study and Utility Plan were not included in the submittal. Therefore, Public Works cannot provide any comments on the feasibility of the utilities required for this development.
2. Curve radii were not provided for the roadways, but as a reminder, the minimum curve radius is 175 feet for local roads, 300 feet for residential collectors, and 475 feet for collectors.
3. A Preliminary Traffic Study was not included so the proposed roadway classifications cannot be confirmed. However, with two connections to a future $\frac{1}{2}$ section sized development to the east, it is expected that there would be at least one east/west collector connection through this development to the future east development.
4. This development will be required to reimburse the St. Vrain Valley School District for its proportional share of the sanitary sewer outfall.
5. This development will also be required to reimburse the Colliers Hill/Erie Highlands Metro Districts for portions of the Erie Parkway and WCR 5 intersection, drainage, and traffic signal improvements.
6. Roadway improvements to Erie Parkway, WCR 5 (including the Norton outparcel), and WCR 6 will be required for this development.
7. Numerous alleys are shown as 20 feet wide. If these alleys will have Town utility lines in them, the minimum width will be 30 feet.
8. On sheet 3:
 - a. The new access onto Erie Parkway is only shown as a right-in/right-out. This intersection can and should be a signalized full movement intersection.
 - b. On the collector street off WCR 5, the intersection immediate east of WCR 5 does not meet spacing standards and will need to be removed or moved east. This same collector street has homes fronting on it which is not allowed on collector streets.
9. On sheet 4, on the collector streets off WCR 5, the intersections immediate east of WCR 5 does not meet spacing standards and will need to be removed or moved east.
10. The Town will very likely have re-use water available or nearby that this project may use for irrigation use. Our rate structure for re-use water is two tiered where rates for projects that have an on-site irrigation ponds are charged half of the normal re-use water rate. It is strongly recommended that with a project this size that not only is reuse water used for irrigation, but that a pond also be provided.

Comments for Phase I Drainage Report:

1. On page 5, it states that “In both cases, existing flows will be captured and conveyed within the existing culvert across County Road 5...” This development will be required to build WCR 5 and Erie Parkway improvements and will be required to rebuild the culvert to meet the OSP. In addition, surrounding developments at that intersection have re-built portions of the culvert that this development would be required to reimburse.