



Department of Community Development

Planning and Building

The Town of Erie

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Memo

To: Steve Poppitz
From: Deborah Bachelder
Date: June 29, 2016
Re: SK-000721-2015: Main Street – Sketch Plan Application
cc: Tom Poppitz, Mark Bishop, Marty Ostholthoff, Russell Pennington, Matt Wiederspahn, Farrell Buller

Comments:

The Main Street – Sketch Plan application received its second review at the June 23, 2016 Development Review Team meeting. Below are the Community Development Department comments. Additional comments from the Open Space and Trails Advisory Board are being forwarded to you as well. The Public Works Department will send you their comments when they have completed their review. We did not receive comments from the Parks & Recreation Department; if they submit comments after this memo is sent to you we will follow up and forward the comments to you at that time.

The Sketch Plan application process allows staff, Planning Commission and the Board of Trustees the opportunity to make comments that the applicant should then address with the Preliminary Plat and Site Plan application. All of the comments will be forwarded, as an attachment to the staff memos, to the Planning Commission and Board of Trustees for their review of the application.

Staff has tentatively scheduled the Sketch Plan review at the Planning Commission for Wednesday, August 3rd; and at the Board of Trustees for Tuesday, August 23rd. The meetings are held at 6:30 p.m. in the Board of Trustees hearing room on the lower level of Town Hall. Both the staff and applicant give a brief presentation at the meeting. Sometimes public comment is made. The Planning Commission and Board of Trustees will give you their general feedback on the proposed development; they do not vote on the project and there is no approval or denial.

Community Development Department comments:

1. OTR-Old Town Residential Zoning:
 - a. "Purpose" of zone district states "To ensure the preservation of the unique character and quality of life in the historic residential area of the Town by encouraging compatible redevelopment and infill development." (MC 10.2.3 H.)
 - i. In our previous review comments, staff had recommended that you consider single family homes with accessory dwelling units along the High Street frontage. Then internal to the site and along Main Street, consider using the larger duplex units. Staff supports the Old Town pattern of homes facing the public streets and we believe the revised Sketch Plan has achieved this goal with the exception of Block 3, Lot 1. Staff does not support this single lot; the other lots are appropriately oriented to the Old Town grid pattern.
 - ii. Accessory Dwelling Units:

1. MC 10.3.3 Table 3-2 Table of Accessory Uses: The proposed accessory dwelling units will require a Special Review Use application and review process before they can be permitted on the lots proposed.
 2. The accessory dwelling units are proposed on single family lots that meet or exceed the minimum lot size requirement of 6,000 square feet.
 3. Details of the size and architectural design of these units was not provided. The accessory dwelling units will need to meet the requirements of MC 10.3.3 G.1.
- b. Table 10.3.1: Table of Permitted Uses.
- i. The applicant has proposed specific dwelling unit types. Below staff has classified those units into our standard "Use Type" category found in the Table.
 1. Dwelling, Duplex: This type of dwelling unit is a "Permitted Use by Right".
 2. Dwelling, Single Family Detached: This type of dwelling unit is a "Permitted Use by Right".
 3. Accessory Dwelling Unit. These are classified as accessory to a single family dwelling unit that is on a minimum lot size of 6,000 square feet. This type of dwelling unit is a "Special Review Use" in the Old Town Residential zoning district.
- c. Table 10.4.1: Dimensional and Density Standards
- i. Maximum Density:
 1. Single family maximum density is 5 dwelling units per acre. The "accessory dwelling units" are accessory to the single family detached dwelling units and are not counted toward the maximum density calculation. The multifamily maximum density is 16 dwelling units per gross acre. The proposed development has 28 single family and duplex dwelling units on 4.24 acres; this is a density of 6.6 dwelling units per acre.
 - ii. Minimum Lot Width:
 1. Single Family minimum lot width is 50 feet. The lots appear to meet this requirement.
 2. Multifamily does not have a minimum lot width requirement. Requirement met.
 - iii. Minimum Lot Size (Net area is the size of the lot; not to include tracts and streets and their right-of-ways):
 1. Single family has a minimum lot size of 6,000 square feet. The requirement appears to have been met.
 2. Multifamily has a minimum lot size of 3,000 square feet per dwelling unit. The requirement appears to have been met.
 - iv. Minimum Setbacks:
 1. Minimum Setback Street: is 20 feet. The requirement appears to have been met.
 2. Minimum Setback Front – Principal is 20 feet; Accessory is 30 feet. The requirement appears to have been met.
 3. Minimum Setback Interior Lot Line – Principal and Accessory is 5 feet. The requirement appears to have been met.
 4. Minimum Setback Rear - Principal is 20 feet; Accessory is 5 feet. The requirement appears to have been met.
 - v. Maximum Height – Principal is 35 feet: It appears that one and two story residential dwelling units are proposed which is in character with the neighborhood.
 - vi. Maximum Height – Accessory is 25 feet: It appears that one story accessory garages are proposed.
2. Chapter 5 - Subdivision Standards:
- a. Adjoining Subdivisions (MC 10.5.4 D.): "A proposed subdivision shall be designed in such a manner as to be coordinated with adjoining subdivisions (existing and proposed) with respect

to the alignment of street right of ways, utility and drainage easements, open space, view corridors, pedestrian/bicycle paths, and other relevant design considerations.”

- i. Staff supports the proposed extension of Main Street.
 - ii. Staff supports the proposed alignment of Anderson Street.
 - iii. Staff supports the proposed extension of the alley between Main Street and High Street.
- b. Lots (MC 10.5.4 E.)
- i. “1. Lot size, width, depth, shape, and orientation and minimum building setback lines shall be appropriate for the location of the subdivision and for the type of development and use contemplated, and shall facilitate the placement of buildings with sufficient access, outdoor space, privacy, and view. All lots shall conform to the applicable zoning regulations affecting the property.”
 1. Block 3, Lot 1 orientation and shape is not appropriate for the location. This single lot does not follow the Old Town grid pattern. Staff does not support this lot; and will ask it be eliminated at the preliminary plat application.
 2. The applicant proposes taking the back of existing lots on High Street to add to the alley in Tract 1. In order to do that the applicant needs to replat the 4 existing lots, meeting the minimum lot size requirements, to subdivide the alley from the lots. This option should be explored further at Preliminary Plat.
 3. What does the note “Tract 10 to be conveyed by Developer” mean; conveyed to who?
- c. Streets (MC10.5.4 G.)
- i. 7. Street Arrangement and Connections: The required 30 foot landscape buffer is provided along the railroad right of way on the Sketch Plan.
- d. Alleys (MC 10.5.4 H.2.): “Alleys in residential districts shall provide a minimum of 16 feet of right-of-way when no utilities are located within them, and 30 feet when utilities are located within them. A minimum of 12 feet of pavement is required in either case.”
- i. You have excessive paving width on the alley in Tract 4; staff recommends that the paved width be no more than 20 feet in width.
- e. Utility Easements (MC 10.5.4 J):
- i. Fire hydrants will need to be moved off residential lots at Preliminary Plat.
- f. Storm Water Drainage (MC 10.5.4 K):
- i. Tract 7 has an approximately 8 foot detention pond with retaining walls. The detention facility is compromising the common open space that the lots front onto. Staff would like the applicant to explore alternative detention options at Preliminary Plat; an underground facility might be an option as this would allow grass across the tract and appropriate walk connections to be made to the dwelling units.
 - ii. A drainage swale cannot be located within the lots Block 1. The applicant will need to look at alternative drainage facilities.
3. Chapter 6 – Development And Design Standards:
- a. MC 10.6.3 Parks, Open Space, and Trails:
 - i. Based on the proposed number of principal dwelling units (28 single family and duplex units) the parks and open space dedication would be:
 1. 0.04 acres of Pocket Park
 2. 0.24 acres of Neighborhood Park
 3. 0.39 acres of Community Park
 4. 1.33 acres of Open Space

- ii. Staff supports a fee in lieu payment for neighborhood park, community park and open space. The pocket park will need to be considered further at the time of Preliminary Plat as there is another development in the area that is proposing a pocket park within the ¼ mile radius required for service. If the other park is built staff would support your payment of fee in lieu. However, if this does not happen you may need to provide a pocket park on site.
 - iii. The Town is currently pursuing permitting of a pedestrian crossing from Erie Commons to the High Street area. This is being done in conjunction with a street crossing we are pursuing permitting for from Colliers Hill to Old Town. If we obtain the pedestrian crossing we may need to coordinate how this access is tied into this development. Staff is supportive of the Sketch Plan showing a potential trail connection.
- b. MC 10.6.5 Transportation and Access:
- i. We support the extension of Main Street into the subdivision.
 - ii. We support the use of the existing Anderson Street right of way and the extension of the right of way into the subdivision.
 - iii. We will need to evaluate the extension of Anderson Street to the east of High Street based on a traffic report at Preliminary Plat and further evaluation of what they Town may want to do with the property ownership we have in this area.
 - iv. We support the extension of High Street to the southern boundary of this subdivision. The Town and developers of Erie Commons designed Erie Commons to allow for a potential local street crossing of the RTD right of way and connecting to High Street. This connection is highly unlikely at this time but we do not want this development to preclude this option.
 - v. We do not support the T-head at the south end of High Street. Further evaluation of this area will be needed at Preliminary Plat.
 - vi. All multifamily (non-single family) development shall provide 8 foot tree lawns between the back of the street curb and the sidewalk. If the sidewalk falls on the lot then a public access will be required. MC 10.6.5 F.1.c. The applicant has not complied with this Code requirement.
- c. MC 10.6.6 D. Off Street Parking:
- i. The parking requirement for this proposed development is dependent on the housing type. The following housing types are proposed and off street parking on the lot of the principal use are required.
 - 1. Dwelling, Duplex: 2 per dwelling unit
 - 2. Dwelling, Single Family: 2 per dwelling unit
 - 3. Accessory Dwelling Units: New construction requires 1 per dwelling unit. (MC 10.3.3 G.1.d.v.)
 - ii. Off street parking shall be located on the same lot as the structure they are intended to serve.
 - iii. The minimum size of an off street parking space is 9 feet wide by 20 feet deep; this includes the size of a required parking space that you are locating in a garage or carport.
- d. MC 10.6.7 Residential Use Category Design Standards:
- i. The architecture submitted for the Sketch Plan application is not detailed enough in nature for a full review for Code compliance. The architecture will be required to meet the Town requirements in MC 10.6.7 and 10.3.3; and, the structures will need to fit the Old Town Residential architectural character of the historic homes.
 - ii. Duplex – Multi-family Duplex

1. 10.6.7 F.1.c. states; “The primary entrance and facade of individual buildings within a multi-family development shall be oriented towards:
 - a. Primary internal or perimeter streets, or
 - b. Common open space, such as interior courtyards, parks, or on-site natural areas or features with a clearly defined and easily accessible pedestrian circulation system.”
 - i. The duplex lots on Lots 2-5, Block 5 do not have access to a sidewalk in Tract 7.



Town of Erie Open Space and Trails Advisory Board

From: Town of Erie Open Space and Trails Advisory Board (OSTAB)
To: Deborah Bachelder, Senior Planner, Community Development
Date: June 21, 2016

Subject: Main Street Castro Property Referral – Sketch Plan

Date of Application Documents: 5/24/2016.

Location: South of Main Street, north of the railroad (RTD Right-of-Way)

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 in this Development. This board has concluded that there are no lands that should be preserved as permanent open space, as defined in the Town's Unified Development Code (UDC). As we stated in our evaluation of a previous version of the sketch plan, we recommend that this application should pay a fee instead of dedicating land to open space, as is permitted in the UDC. The number of dwelling units in this application is roughly 45% lower than the previous sketch plan. That will result in an identical reduction in the dedicated open space requirement.

Recommendation: Pay a fee in lieu of dedicating open space.

Spine Trail, Neighborhood Trails, and Sidewalks:

Discussion: There is an existing east-west oriented Spine Trail south of this application, just beyond the Regional Transportation District (RTD) ROW. There also is a paved north-south oriented neighborhood trail in the development south of the Spine Trail, i.e. Erie Commons. That neighborhood trail connects the Spine Trail to town trails south of Maxwell Drive, which lead to the Erie Community Center and the High Plains Library. Thus we previously recommended an 8 foot trail through the public lands corridor and across the RTD ROW that would connect to the Spine Trail. This application contains that trail.

The application contains a new segment of Anderson Street. The plan does not include a roadway connecting the old and new portions of that street. Instead there is a proposed greenway to the intersection of Anderson and Carr. We previously recommended an 8 foot paved trail connecting the 2 segments of Anderson Street. This application contains that trail.

The previous application contained numerous dwelling units (DU's) that only could be accessed from public concrete alleys i.e. there was no access from sidewalks. That would create a very unsafe situation for children going to/from school or to play areas. This application contains one such DU: lot 1 in block 3. We believe this DU should be eliminated; we suggest it be replaced by

a community garden. There are also six single family lots with a detached garage/ADU. We are unable to determine whether or not these ADU's have direct access from a sidewalk. If they do not, the plan must be changed

Recommendations:

1. Eliminate lot 1 in block 3; replace it with a community garden;
 2. Ensure that every dwelling units can be access from a sidewalk i.e. not exclusively from an alleyway.
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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 Littmann
Ken Martin (Chair)
Joe Martinez