

**TOWN OF ERIE  
BOARD OF TRUSTEES MEETING  
August 23, 2016**

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**SUBJECT:** Sketch Plan Review of a Proposed Residential Development in the OTR - Old Town Residential zone district.

**CODE:** Municipal Code, Title 10

**PURPOSE:** Review of a proposed Sketch Plan application that includes 6 Single Family detached dwelling units each with an Accessory Dwelling Unit; and, 22 Duplex dwelling units on the south end of Main Street and High Street in the OTR – Old Town Residential zone district.

**DEPARTMENT:** Community Development Department

**PRESENTER:** Deborah Bachelder AICP, Senior Planner

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**STAFF RECOMMENDATION:** See Attachments for Staff Review Memos

**PLANNING COMMISSION:** Planning Commission reviewed and commented on the Sketch Plan application at their August 3, 2016 meeting; see Attachments for Draft Planning Commission Minutes.

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**SUMMARY AND BACKGROUND OF SUBJECT MATTER**

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**Owners:** Old Town Living, LLC  
1036 Walnut Street  
Louisville, CO 80027

**Existing Conditions:**

Zoning: OTR – Old Town Residential  
Project Size: 4.24 Acres  
Existing Use: Vacant Land

**Location:** South end of Main Street and High Street



**Adjacent Land-Use/Zoning:**

	ZONING	LAND USE
<b>NORTH</b>	OTR – Old Town Residential	Single Family Residential
<b>SOUTH</b>	PLI – Public Lands & Institutions	Town Owned Vacant Land RTD Railroad Corridor Spine Trail & Drainage Corridor
<b>EAST</b>	PLI – Public Lands & Institutions	Town Owned Vacant Land
<b>WEST</b>	OTR – Old Town Residential	Single Family Residential

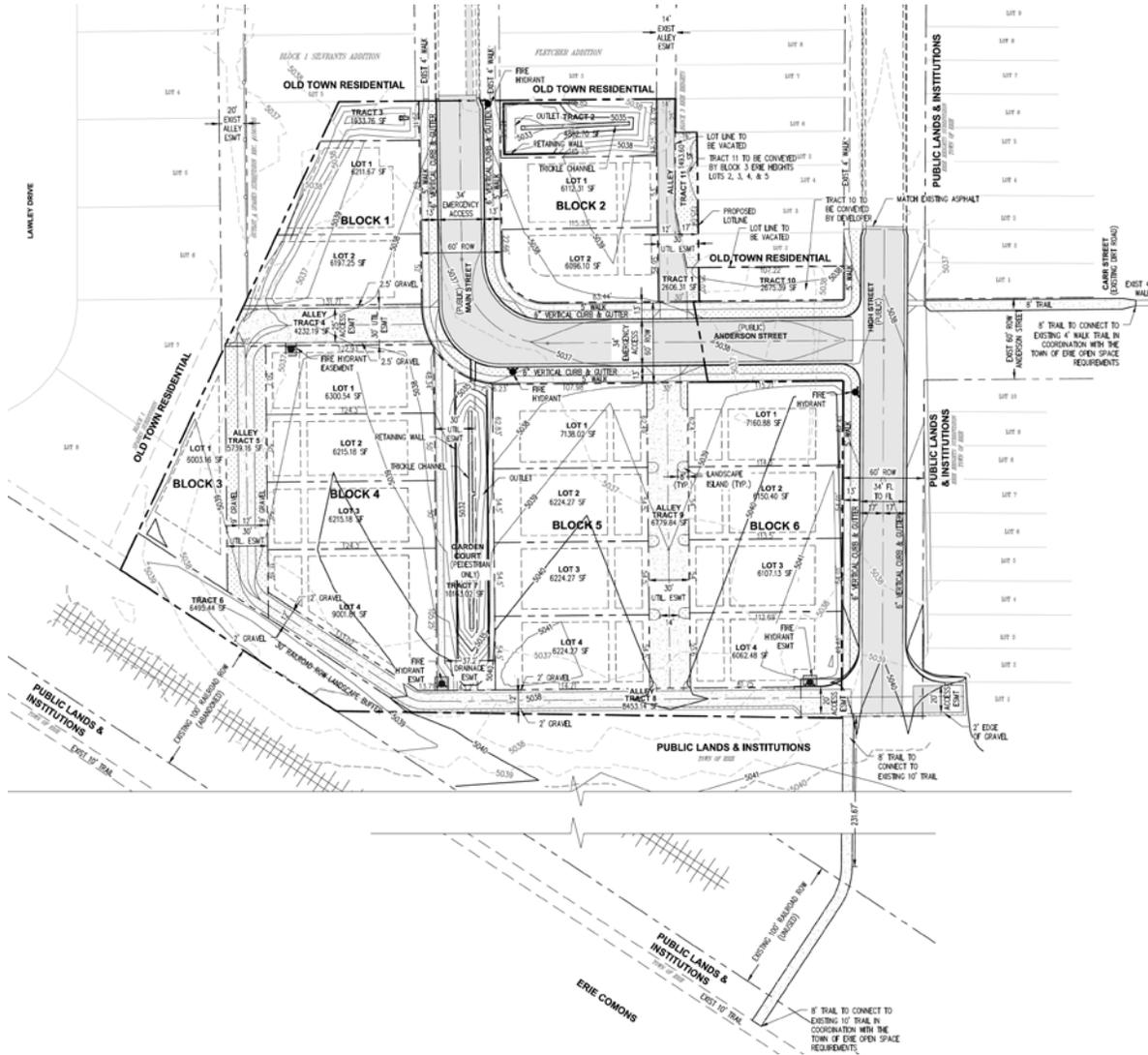
**Site Specific Development Information:**

The proposed Sketch Plan application includes:

- Extension of Main Street to the south;
- Extension of High Street to the south;
- Extension of Anderson Street from High Street to Main Street;
- Extension of the existing alley between High Street and Main Street;
- New alleys to serve the majority of the lots;

- A garden court at the south end of extended Main Street that the new dwelling units will face onto;
- 6 lots are proposed with a Single Family detached dwelling unit and an Accessory Dwelling Unit on each individual lot; and
- 11 lots are proposed with a Duplex (2 dwelling units) structure on each individual lot.

### Proposed Main Street Sketch Plan



Block	Lot	Lot Size sq.ft.	Primary dwelling name (type)	Additional structures name (type)	# of Dwellings	Parking Spaces	# of Stories	Lot / Unit Ownership
1	L1	6211.67	D11 (duplex)	G11 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L2	6197.25	D12 (duplex)	G12 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
2	L1	6112.31	D21 (duplex)	G21 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L2	6096.1	S22 (Single Family)	A22 (ADU / garage)	2	3	2 / 2	Old Town Living, LLC -- Fee simple
3	L1	6003.16	D31 (duplex)	G31 (d.garage/carport)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
4	L1	6300.54	D41 (duplex)	G41 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L2	6215.18	D42 (duplex)	G42 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L3	6215.18	D43 (duplex)	G43 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L4	9001.81	D44 (duplex)	G44 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
5	L1	7138.02	S51 (Single Family)	A51 (ADU / garage)	2	4	2 / 2	Old Town Living, LLC -- Fee simple
	L2	6224.27	D52 (duplex)	G52 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L3	6224.27	D53 (duplex)	G53 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
	L4	6224.27	D54 (duplex)	G54 (detached garage)	2	4	2 / 1	Old Town Living, LLC -- Fee simple
6	L1	7160.88	S61 (Single Family)	A61 (ADU / garage)	2	4	2 / 2	Old Town Living, LLC -- Fee simple
	L2	6150.4	S62 (Single Family)	A62 (ADU / garage)	2	4	2 / 2	Old Town Living, LLC -- Fee simple
	L3	6107.13	S63 (Single Family)	A63 (ADU / garage)	2	4	2 / 2	Old Town Living, LLC -- Fee simple
	L4	6062.48	S64 (Single Family)	A64 (ADU / garage)	2	4	2 / 2	Old Town Living, LLC -- Fee simple
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Sketch Plan Area: 4.24 acres

- 28 Principal Dwelling Units.
- 6 Accessory Dwelling Units.
- 6.6 gross density

Parks and Open Space:

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

The applicant has not proposed dedication to the Town of land for the dedication requirements. Staff recommends fee-in-lieu for this development as the Town owns land immediately adjacent to the site in which we could install park/open space improvements in the future.

### Compliance with Town of Erie Municipal Code Title 10:

Town staff has generally reviewed the proposed Sketch Plan for compliance with the Code requirements and has provided the applicant with detailed comments in the attached staff review memos. Although staff has technical issues related to the proposed development that are outlined in the staff memo, staff has only one principal concern related to the proposed Sketch Plan that we request you give feedback on during your review. Staff would like to see Lot 1, Block 3 eliminated as it does not relate to the overall grid pattern of the neighborhood, as the rest of the proposed development does; this lot could have future noise and visual disruptions at it faces onto the RTD railroad line; and the lot is not integrated into the pedestrian circulation system of the neighborhood. OSTAB also voiced their concern with this

specific lot. Staff and the applicant would appreciate your feedback on Lot 1, Block 3.

## **SKETCH PLAN PROCESS**

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Below is the process outlined in Title 10 (UDC) of the Municipal Code for Sketch Plan review.

### **2. Step 2A (Development Application Submittal – Sketch Plan)**

Two types of application submittals are required – first, a Sketch Plan, followed by a Preliminary Plat. The Sketch Plan requirements are listed in this Subsection. The Preliminary Plat requirements are listed below as “Step 2B.” Applications for Subdivision shall only be accepted for property annexed into the municipality. A Subdivision application cannot be reviewed concurrently with an annexation application.

#### **a. Purpose**

A Sketch Plan represents a generalized land use plan and layout for the area proposed to be included within a subdivision. Sketch Plan is required to allow early, informal evaluation of a proposed subdivision before detailed planning and engineering work has been undertaken and before substantial expenses have been incurred by the applicant.

#### **b. Sketch Plan Submittal Requirements**

A Sketch Plan shall be prepared and submitted to the Community Development Director pursuant to the User’s Guide. An Alta Survey shall be prepared and submitted to illustrate the existing conditions on the property and, at a minimum, the Sketch Plan shall contain the following:

- i. Uses proposed;
- ii. Intensity or density of uses proposed;
- iii. Location of public and private open space;
- iv. Drainage Facilities;
- v. Road, street, and pedestrian networks proposed; and
- vi. Existing or proposed utilities and public services for the development.

#### **c. Staff Review**

The Community Development Department shall review the Sketch Plan, focusing on standards and criteria of this UDC that are applicable to the proposed development. The Community Development Department shall summarize the results of the review in writing and provide a copy to the applicant. The summary shall include any special information regarding the proposed project, plus an evaluation of the proposal with respect to the current policies of the Town, identifying areas of potential compatibility or conflict with these policies. All comments made by the Community Development Department shall not be binding on the Town’s consideration of any subsequent application, and are intended only to provide an informal evaluation of the proposed project.

**d. *Meeting to Discuss Sketch Plan***

At the request of the Community Development Director or applicant, the parties shall meet to discuss the results of the review. The applicant shall be informed of the necessary provisions of this UDC relating to subdivision application, including submittal requirements, required public improvements, design standards, and Development Agreements. The Community Development Director shall inform the applicant whether or not a Planning Commission Review shall be required.

**e. *Planning Commission Review***

In addition to the staff review the Community Development Director may require that the Sketch Plan be reviewed by the Planning Commission or the applicant may request this review. The staff review summary shall be submitted to the Planning Commission for consideration. All comments made by the Planning Commission shall not be binding on the Town's consideration of any subsequent application, and are intended only to provide an informal evaluation of the proposed project.

**f. *Effect of Review***

The Sketch Plan is not part of a formal application for approval of a subdivision and any comments made by the Town in reaction to a Sketch Plan shall not be binding on the Town's consideration of any subsequent Preliminary or Final Plat application, nor result in a vested property right under this UDC or State Statute. Since the Sketch Plan is conceptual only, there are no lapse provisions applicable.