



## 675 Moffat SRU – Review #1

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Planning & Development

**To:** Nathan and Sara Hull

**From:** Harry Brennan, Senior Planner

**Date:** June 30, 2023

**Re:** SRU-001567-2023 675 Moffat SRU

**cc:** Chris LaRue; David Pasic; Samuel Hertel; Kathy Kron; Luke Bolinger

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### DRT Review Comments

Town staff has reviewed the application for the application for conformance with Municipal Code, Title 10 at the June 22<sup>th</sup> 2022 Development Review Team meeting. Referral comments received by the Town prior to the date of this memo are listed herein and included as attachments.

The next step for the application is revision and resubmittal of a final copy prior to public hearing. Please make the appropriate revisions to the application materials.

The review process is a cumulative process and dependent on various criteria. We reserve the right to provide further comment(s) and request additional information. Please contact me at 720-745-1022 or [hbrennan@erieco.gov](mailto:hbrennan@erieco.gov) for further clarification.

Sincerely,

Harry Brennan – Senior Planner

Referral comments requiring responses:

1. Town of Erie Planning Comments
2. Town of Erie Engineering Comments
3. Xcel

Referral comments that do not require responses:

4. Town of Erie DNS (Parks & Rec)
5. Town of Erie Building Department
6. Mountain View Fire Protection District (MVFPD)

## SRU Comments

### 1. Planning

- **Architectural Review** is a required additional application prior to any issuance of building permits. This Architectural Review application is typically submitted after approval of this SRU, but may also be submitted prior to approval of the SRU. If submitted prior to approval of this SRU application, it is considered to be at the applicant's risk (meaning there could be changes requested during the public hearing approval process for the SRU that would impact the Architectural Review). For more information about the Architectural Review application, please see the attached **Architectural Review User Guide**.
- Landscaping requirements – the following standards will apply to this development. Staff are concerned that this project will have trouble meeting the highlighted standard regarding side and rear yard landscaping. Please demonstrate how this project would satisfy the landscaping requirements listed below.
  - *Single-family and duplex dwelling units: In addition to the right-of-way landscaping described in section 10-6-4 E.1, the property owner shall:*
    - *Provide permanent landscaping in the front yard of each home. There shall be a minimum of 75 percent of the gross front yard area, excluding driveways, landscaped with live plant materials. Mature tree and shrub canopies may count toward the 75 percent requirement.*
    - *Install landscaping within the side and rear yard such that 50 percent of the combined (side and rear) yards is landscaped with live plant material.*
    - *Maintain the landscaping within the adjacent street right-of-way.*
- Site in context to adjacent uses – for an SRU, the site plan should also include an exhibit that illustrates the proposed site plan in context to adjacent uses. Please add an exhibit to this effect. This exhibit should include at minimum the adjacent lots with building footprints to the west and east, with the school lot to the north labeled as well. For a rough extent, please see the screenshot below:



- 
- FYI – A neighborhood meeting is required for this SRU application. Holding the neighborhood meeting is the responsibility of the applicant, not Town staff. The neighborhood meeting must be held prior to the scheduling of Planning Commission and Board of Trustee public hearings.
  - Formatting of the document itself – please see attached Planning Redlines.
  - Please add the following footnotes to the cover page:
    - All lighting shall comply with the UDC Sec. 10-6-10 Exterior Lighting.
    - No approved special review use may be modified, physically expanded, or otherwise altered unless amended in accordance with the procedures applicable to initial approval of a special review use as set out in this UDC.
- 2. Engineering – Samuel Hertel ([shertel@erieco.gov](mailto:shertel@erieco.gov))**
- Missing information – Engineering staff consider the grading and drainage of this project to be important considerations at this stage of review. As such, we will require a grading/drainage plan in the next submittal of this SRU.
- 3. Xcel – Donna George ([Donna.L.George@xcelenergy](mailto:Donna.L.George@xcelenergy))**
- Please see attached comment letter.
- 4. Development and Neighborhood Services (Parks & Rec) – Kathy Kron ([kkron@erieco.gov](mailto:kkron@erieco.gov))**
- FYI – staff appreciate that the site plan indicates that some existing trees will remain. At time of building permit, staff would like Construction Drawings to indicate tree preservation strategies during construction, pursuant to UDC *section 10-6-2.C.6.b. – Tree Protection Before and During Construction.*
- 5. Building Department – Dale Ulmer ([dulmer@erieco.gov](mailto:dulmer@erieco.gov))**
- Please contact this office prior to the project design development phase to confirm applicable I-Code editions. 2021 code implementation is being postponed to late summer, 2023.
  - A/E should be in contact with Bldg. Dept. to confirm date/status to implement 2021 codes which will require EV connections in the proposed garage spaces.
  - Shade structures, signage, fencing (>36" high) and retaining walls (> 30" high) will require separate building permits.
  - Plans to meet ICC A117.1-2017 for Accessibility.
- 6. Mountain View Fire Protection District (MVFPD) – LuAnn Penfold ([lpnfold@mvfpd.org](mailto:lpnfold@mvfpd.org))**
- No objections.

Please add the Narrative from Sheet 2

Exhibit showing the site plan in relation to surrounding context (adjacent properties)

Title Block

SITE DATA SUMMARY CHART		
Zone District _____		
ITEM	SQUARE FOOTAGE	% OF GROSS SITE
GROSS SITE AREA	XX	XX
HARDSCAPE AREA		
• Building Footprint	XX	XX
• Parking/Roads	XX	XX
• Trails and sidewalks	XX	XX
TOTAL	XX	XX
LANDSCAPE AREA		
• Proposed planted area	XX	XX
• Existing Vegetation	XX	XX
TOTAL	XX	XX

Consider using the above chart to demonstrate how the project will comply with landscaping requirements. Alternatively, a landscaping plan could be provided instead or in addition to this chart.

Revision Date:  
XX/XX/XXX



2 3D PERSPECTIVE - EXTERIOR 1

TWO STORY DUPLEX WITH A DETACHED GARAGE AND A PORTION OF FINISHED BASEMENT

TOTAL OF 2 UNITS WITH EACH UNIT CONSISTING OF: 4 BEDROOMS, 3 BATHROOMS, KITCHEN AREA, LIVING AREA, SITTING AREA, LAUNDRY ROOM, MUDROOM, CLOSETS, UPPER BALCONY, FRONT PATIO.

THE DETACHED GARAGE CONSISTS OF A SEPARATED PARKING AREA WITH A SHARED UPPER DECK AREA.

THE PROPOSED PROJECT IS ON A 7500 SQFT LOT WITH A MAIN FLOOR SQFT TOTAL OF 2052 AND GARAGE FLOOR TOTAL OF 1014 SQFT.

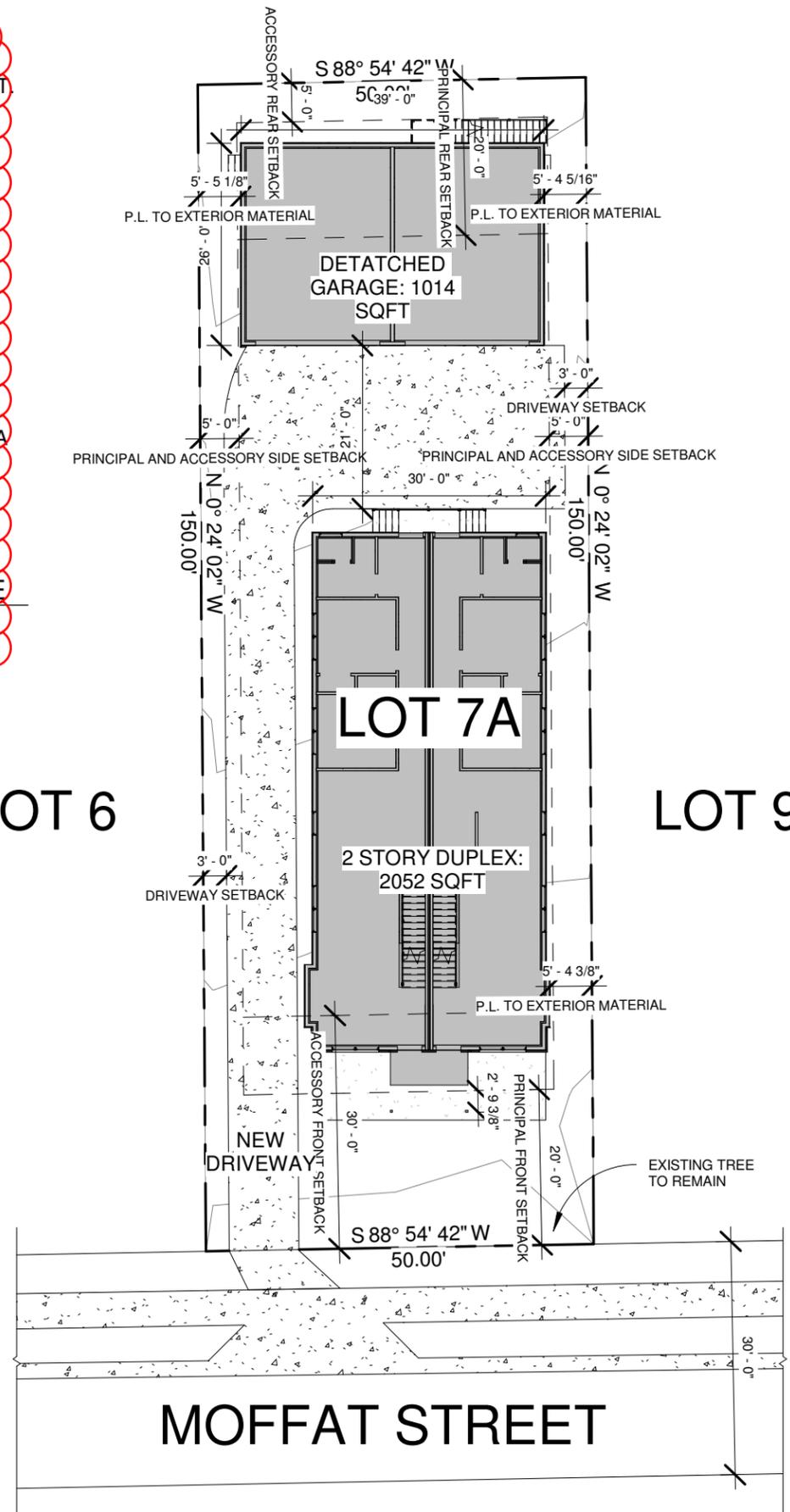
PROJECT NARRATIVE

Please move narrative to new cover sheet



3 3D PERSPECTIVE - EXTERIOR 2

LOT 6



1 SITE PLAN - PROPOSED  
1" = 20'-0"



**Hull Duplex**  
675 Moffat St  
Erie, Colorado 80516

PROJECT NUMBER 220415  
TIME STAMP 11/4/2022 4:51:51 PM  
**F9 PRODUCTIONS INC.**  
ARCHITECTURE | CONSTRUCTION | DEVELOPMENT

Revision Date: XX/XX/XX

1

North

**SITE PLAN**

PROJECT NUMBER 220415

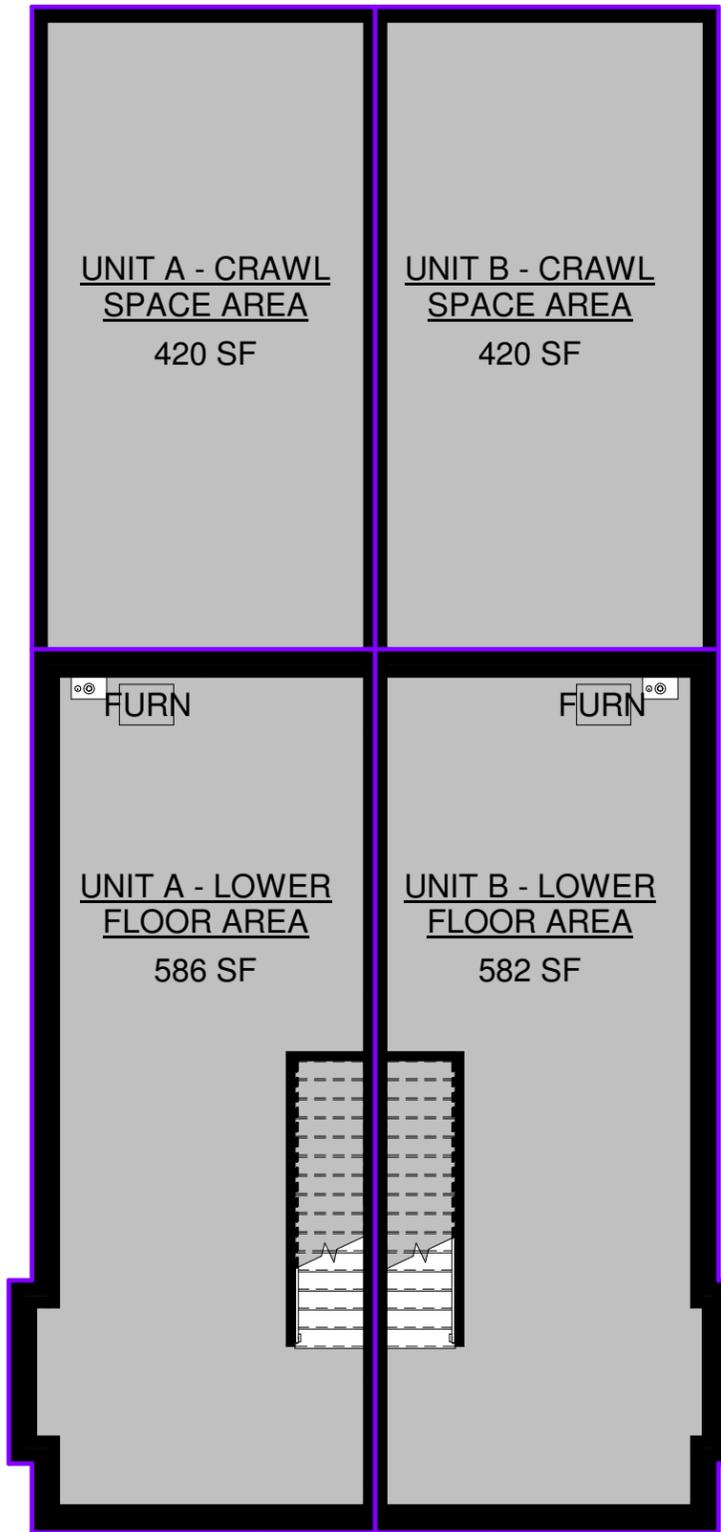
TIME STAMP 11/4/2022 4:51:52 PM

**F9 PRODUCTIONS INC.**  
ARCHITECTURE | CONSTRUCTION | DEVELOPMENT

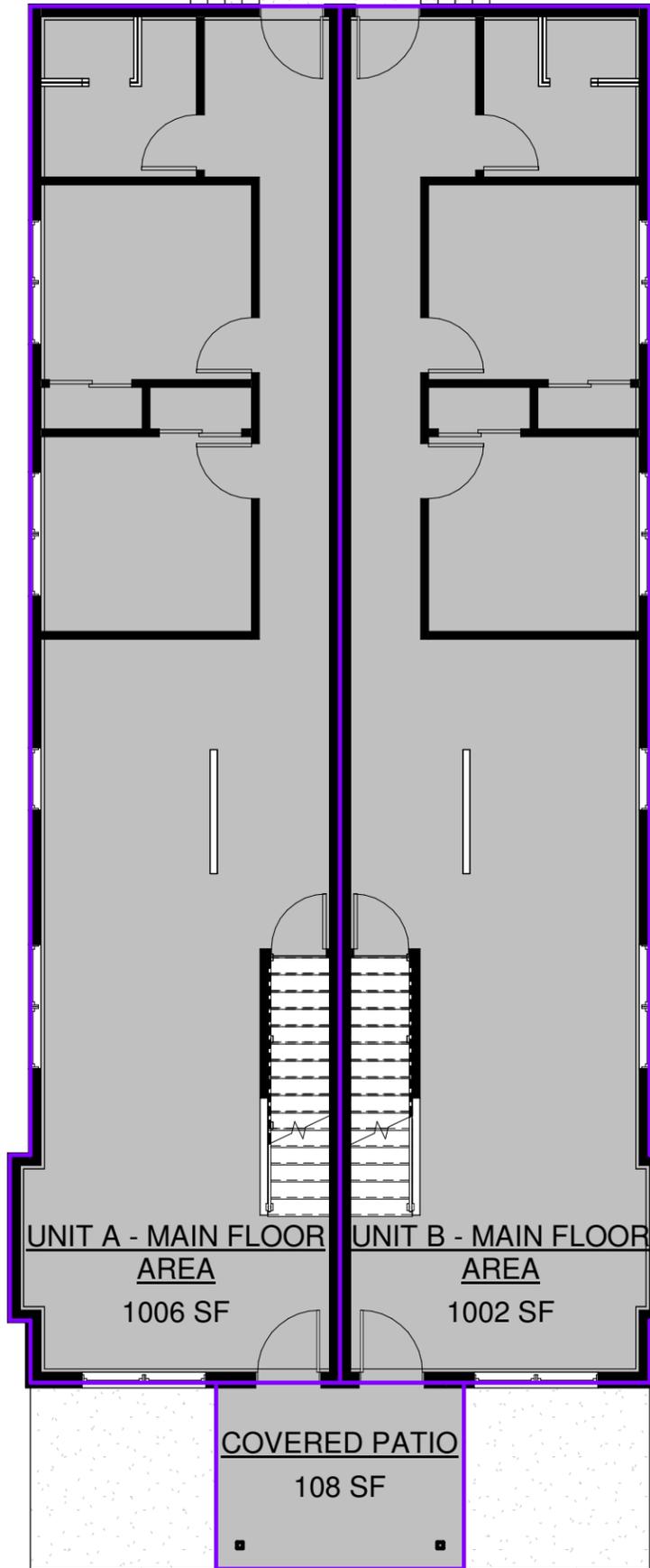
Revision Date:  
XX/XX/XXX

**2**

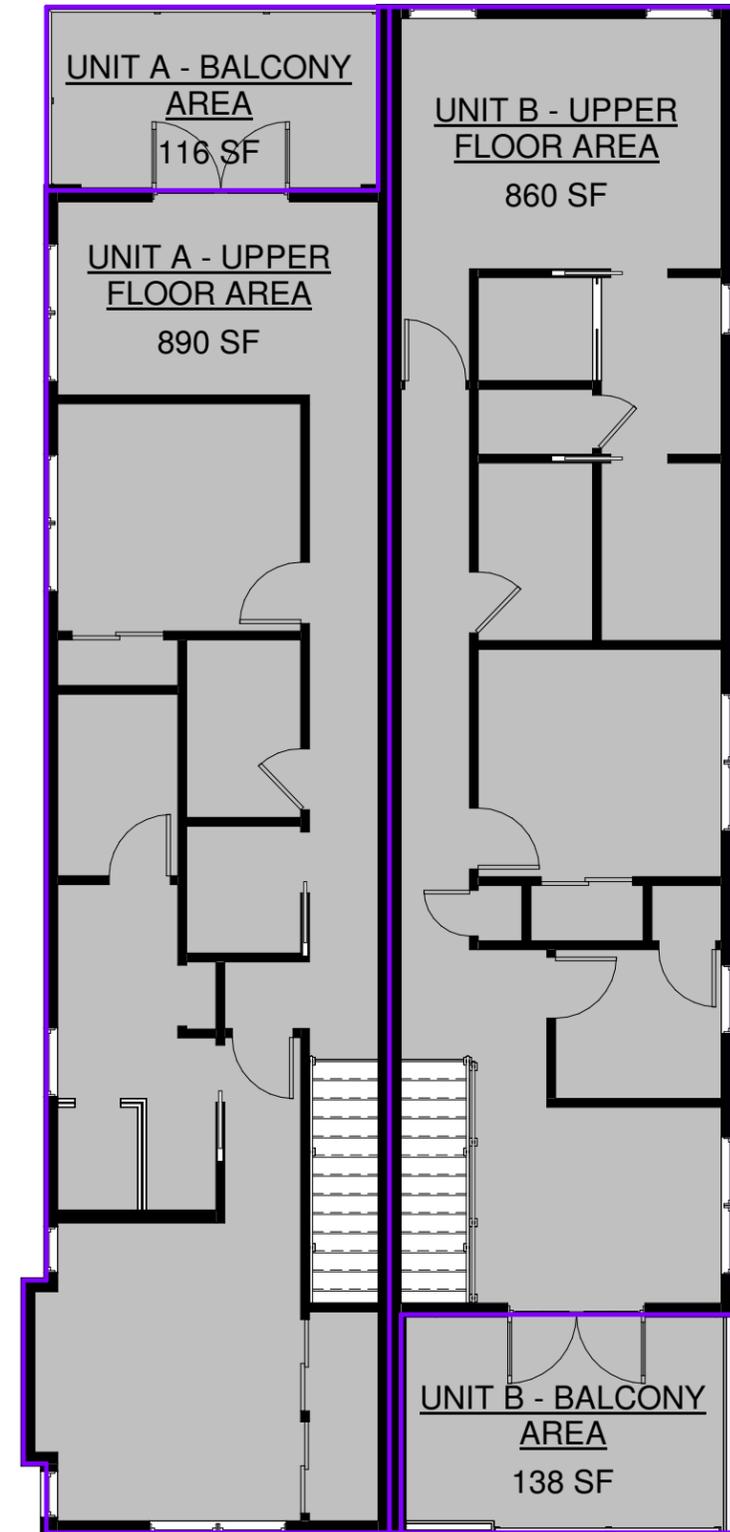
**AREA PLANS**



1 LOWER FLOOR AREA PLAN  
1/8" = 1'-0"

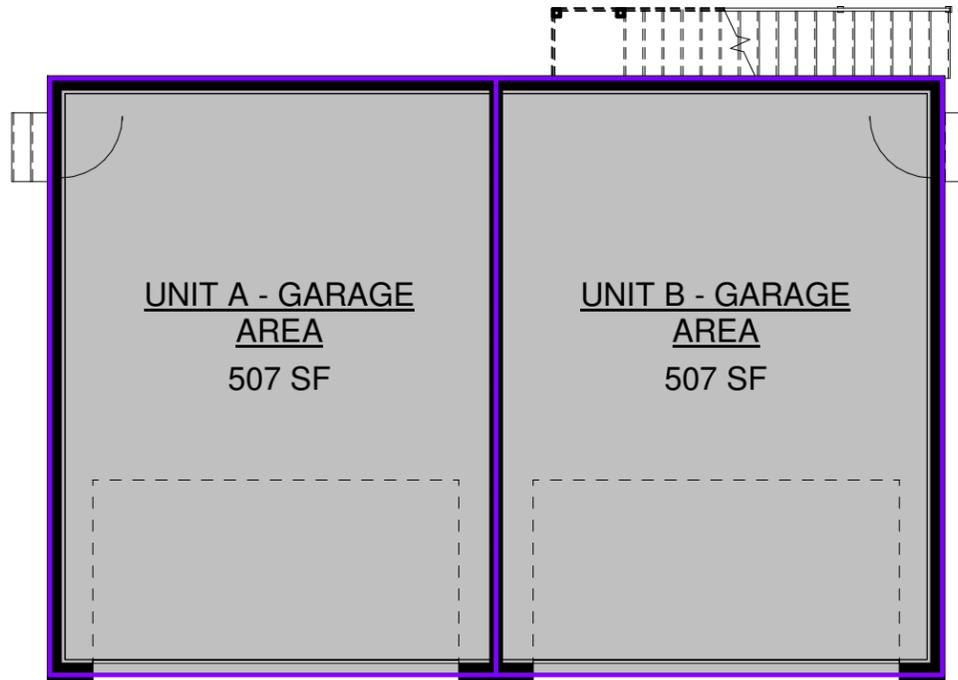


2 MAIN FLOOR AREA PLAN  
1/8" = 1'-0"

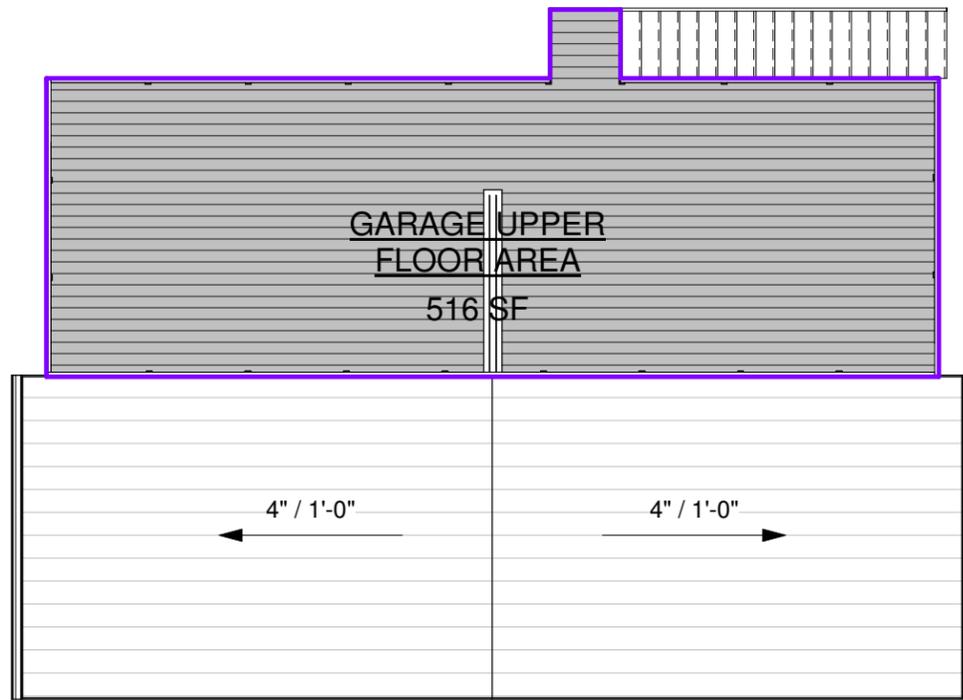


3 UPPER FLOOR AREA PLAN  
1/8" = 1'-0"





1 GARAGE MAIN FLOOR AREA PLAN  
1/8" = 1'-0"



2 GARAGE UPPER FLOOR AREA PLAN  
1/8" = 1'-0"



North

Revision Date:  
XX/XX/XXX

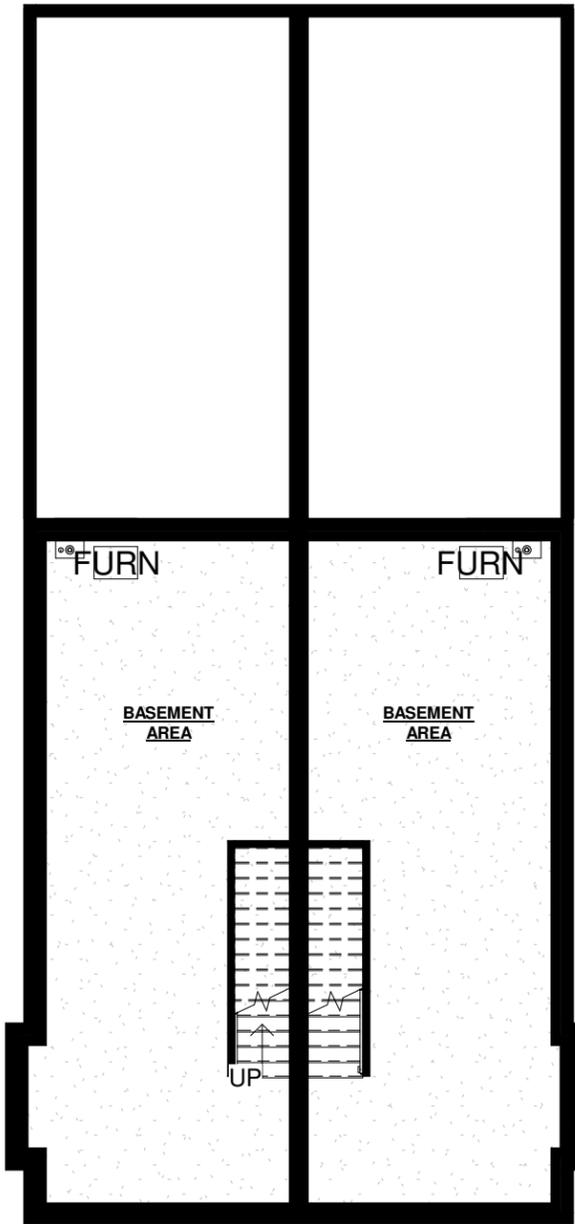
2.1

**GARAGE AREA PLANS**

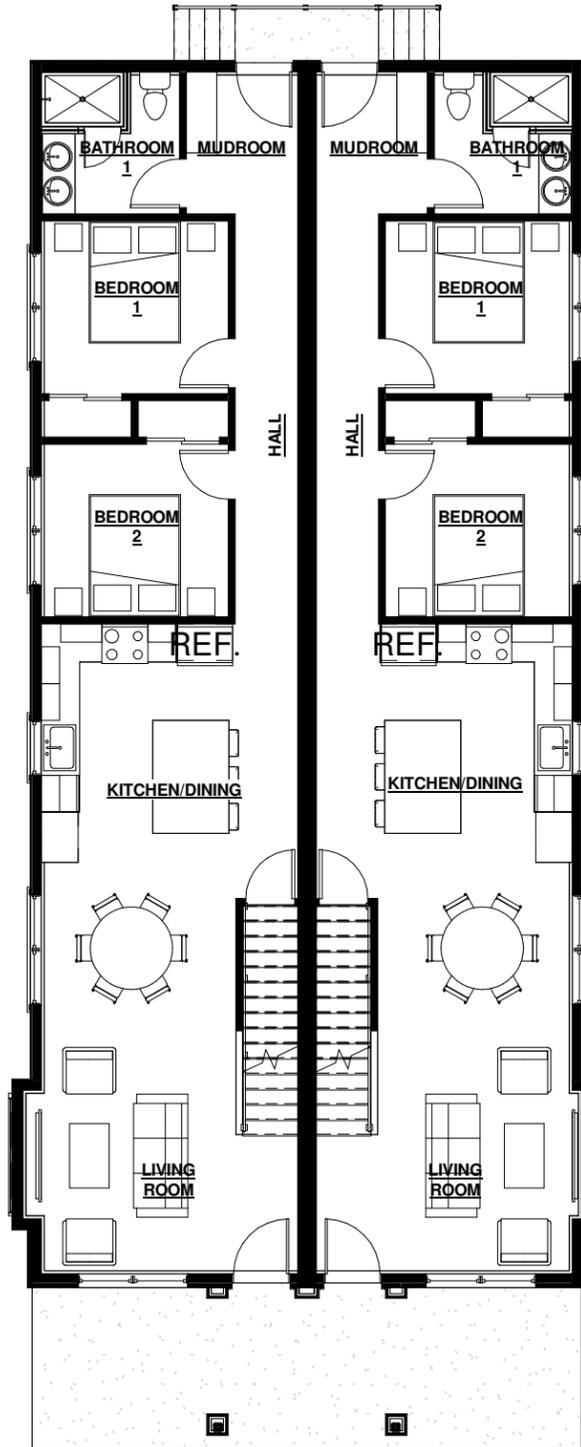
PROJECT NUMBER 220415

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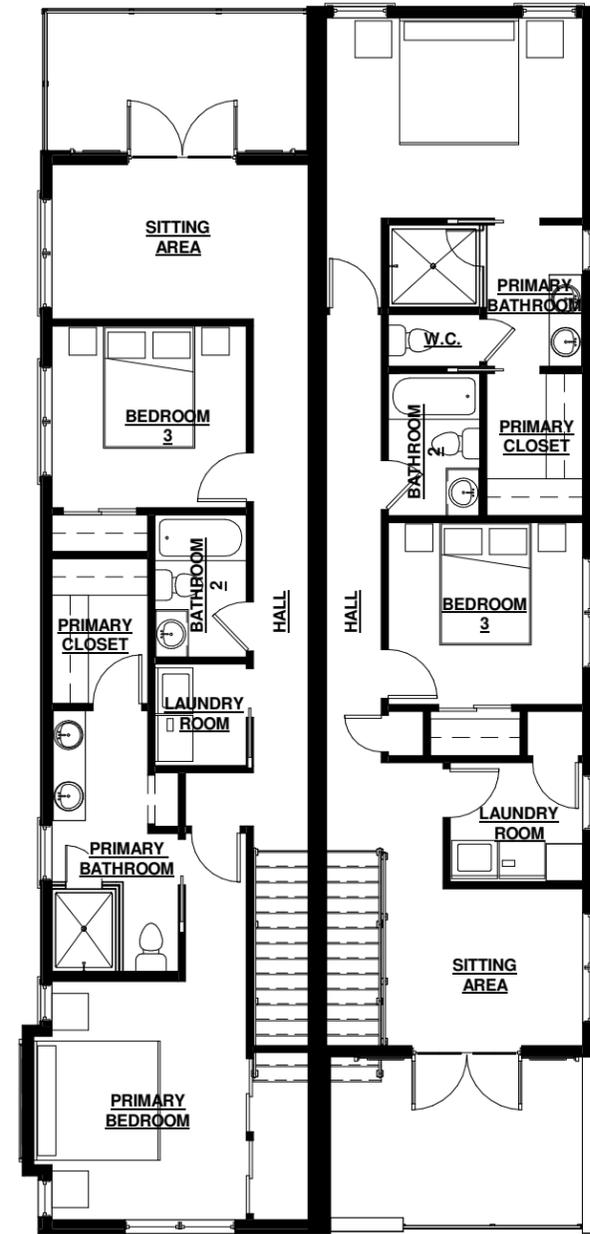
**F9 PRODUCTIONS INC.**  
ARCHITECTURE | CONSTRUCTION | DEVELOPMENT



**1** LOWER FLOOR PLAN - PRESENTATION  
1" = 10'-0"



**2** MAIN FLOOR PLAN - PRESENTATION  
1" = 10'-0"



**3** UPPER FLOOR PLAN - PRESENTATION  
1" = 10'-0"

**Hull Duplex**  
675 Moffat St  
Erie, Colorado 80516

PROJECT NUMBER 220415

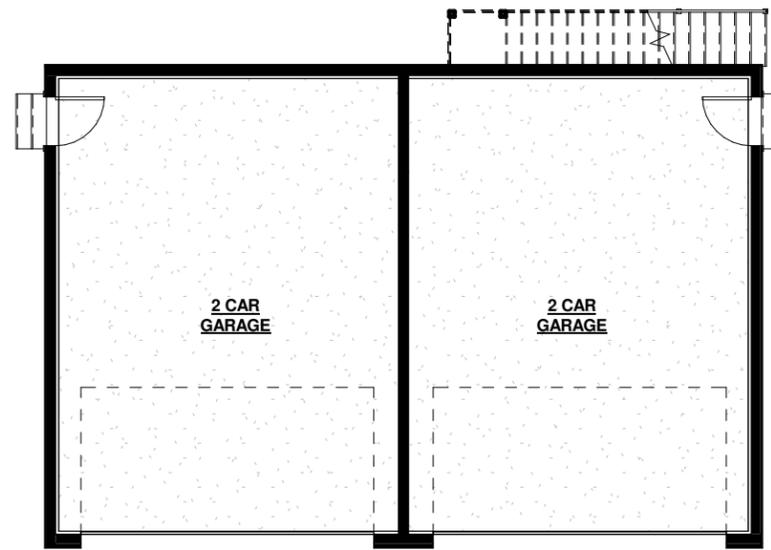
TIME STAMP 11/4/2022 4:51:53 PM

**F9 PRODUCTIONS INC.**  
ARCHITECTURE | CONSTRUCTION | DEVELOPMENT

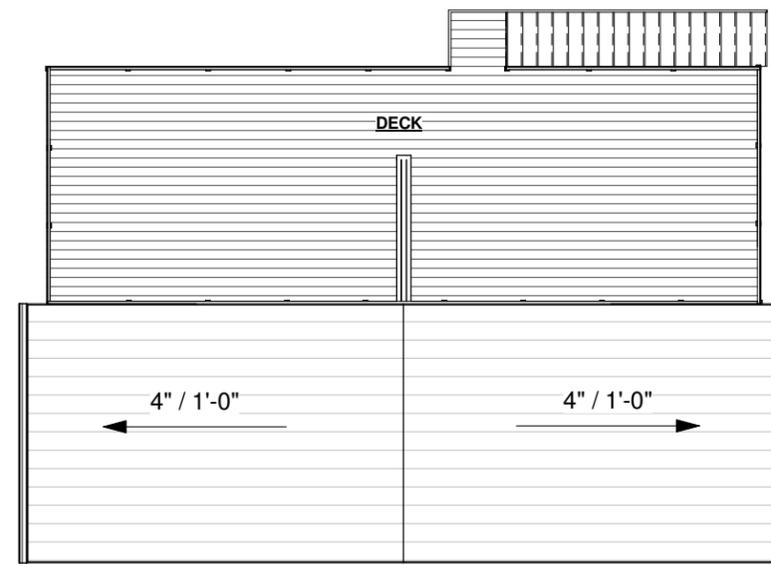
Revision Date:  
XX/XX/XXX

**F9**

**FLOOR PLANS**



1 T.O. GARAGE FOUNDATION - PRESENTATION  
1" = 10'-0"



2 GARAGE UPPER T.O. SUBFLOOR - PRESENTATION  
1" = 10'-0"

PROJECT NUMBER 220415

TIME STAMP 11/4/2022 4:51:53 PM

**F9 PRODUCTIONS INC.**  
ARCHITECTURE | CONSTRUCTION | DEVELOPMENT

Revision Date:  
XX/XX/XXX

4

**GARAGE FLOOR PLAN**



**Right of Way & Permits**

1123 West 3<sup>rd</sup> Avenue  
Denver, Colorado 80223  
Telephone: **303.571.3306**  
Facsimile: 303.571.3284  
Donna.L.George@xcelenergy.com

June 19, 2023

Town of Erie Community Development Services  
645 Holbrook / PO Box 750  
Erie, CO 80516

Attn: Melinda Helmer

**Re: 675 Moffat Street, Case # SRU-001567-2023**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the plat for **675 Moffat Street**. Please be aware PSCo owns and operates existing both overhead and underground electric distribution facilities along the north property line. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities via [xcelenergy.com/InstallAndConnect](http://xcelenergy.com/InstallAndConnect). It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details.

If additional easements need to be acquired by separate PSCo document (i.e. transformer), a Right-of-Way Agent will need to be contacted.

As a safety precaution, PSCo would like to remind the developer to call the Utility Notification Center by dialing 811 for utility locates prior to construction.

Donna George  
Right of Way and Permits  
Public Service Company of Colorado dba Xcel Energy  
Office: 303-571-3306 – Email: Donna.L.George@xcelenergy.com

**From:** [George, Donna L](#)  
**To:** [Harry Brennan](#); [Melinda Helmer](#)  
**Subject:** RE: 2nd Referral Review - 675 Moffat Street Special Review Use - SRU-001567-2023  
**Date:** Friday, November 10, 2023 6:34:11 AM  
**Attachments:** [image001.png](#)

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**External Email:** Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Harry, PSCo acknowledges the comment response and has no additional comments at this time. Thanks!

**Donna George**

**Xcel Energy | You. Us. Together.**

**Public Service Company of Colorado (PSCo)**

**Right of Way and Permits Referral Processor**

**Electric & Gas Distribution, Gas Transmission**

1123 West 3<sup>rd</sup> Avenue, Denver, CO 80223

**O: 303-571-3306**

**E: [Donna.L.George@xcelenergy.com](mailto:Donna.L.George@xcelenergy.com)**

**Direct Supervisor: [adam.r.pena@xcelenergy.com](mailto:adam.r.pena@xcelenergy.com)**

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**XCELENERGY.COM**

Please consider the environment before printing this email.

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**From:** Melinda Helmer <[mhelmer@erieco.gov](mailto:mhelmer@erieco.gov)>  
**Sent:** Friday, October 27, 2023 3:17 PM  
**To:** Colorado Right of Way <[coloradorightofway@xcelenergy.com](mailto:coloradorightofway@xcelenergy.com)>; George, Donna L <[Donna.L.George@xcelenergy.com](mailto:Donna.L.George@xcelenergy.com)>; Samuel Hertel <[shertel@erieco.gov](mailto:shertel@erieco.gov)>  
**Cc:** Harry Brennan <[hbrennan@erieco.gov](mailto:hbrennan@erieco.gov)>  
**Subject:** 2nd Referral Review - 675 Moffat Street Special Review Use - SRU-001567-2023

**EXTERNAL - STOP & THINK** before opening links and attachments.

Good Afternoon,

Please see the link for 2<sup>nd</sup> Referral Review submittal documents on the above noted project:

<https://portal.laserfiche.com/Portal/Browse.aspx?id=165102&repo=r-a69d230a>

Referral comments are due back by November 14, 2023. Staff DRT is scheduled for November 16, 2023.

Please forward referral comments to [developmentreferral@erieco.gov](mailto:developmentreferral@erieco.gov) .

Please let me know if you have any questions.

Regards,

**Melinda Helmer, CMC** | Business Operations Coordinator



Town of Erie | Planning & Development  
645 Holbrook Street | P.O. Box 750 | Erie, CO  
80516  
Phone: 303-926-2771  
[www.erieco.gov/planning](http://www.erieco.gov/planning)

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**From:** [Samuel Hertel](#)  
**To:** [Harry Brennan](#)  
**Cc:** [Chad Schroeder](#)  
**Subject:** SRU - 675 Moffat  
**Date:** Monday, November 27, 2023 10:25:49 AM  
**Attachments:** [image001.png](#)

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Hey Harry,

I didn't have any comments to add on 675 Moffat. Thanks,

***Sam Hertel*** | Civil Engineer I

Public Works Department



Town of Erie

645 Holbrook | P.O. Box 750 | Erie, CO 80516

Phone: 303-926-2845 | Cell: 303-552-6678

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