



**The Town of Erie**  
645 Holbrook St.  
P.O. Box 750  
Erie, CO 80516  
(303) 926-2775

## Department of Community Development

Planning and Building

# Memo

**To:** Dennis and Lisa Simplot

**From:** Deborah Bachelder

**Date:** July 25, 2017

**Re:** SK-0008370-2016: 100 & 220 Perry Street Townhomes – Sketch Plan Application

**cc:** Michael Kelly, Marty Ostholthoff, Russell Pennington, Matt Wiederspahn, Farrell Buller, Rob Crabb, Darren Champion

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### Comments:

Community Development has reviewed the 100 and 220 Perry Street Townhomes – Sketch Plan application and has the following comments.

#### 1. Zone Districts:

- a. The property is currently zoned OTR – Old Town Residential on the west end of the property; and NMU – Neighborhood Mixed Use (Old Town) for the remainder of the site.
  - i. Staff will support rezoning the OTR area to NMU since the majority of the site is already in that zone district.
- b. The applicant has proposed Single Family Attached Dwellings (townhomes) and Duplex Dwellings in the Sketch Plan application.
  - i. In the OTR zone district:
    1. Single Family Attached Dwellings are a Special Review Use.
    2. Duplex Dwellings are a Special Review Use.
  - ii. In the NMU zone district:
    1. Single Family Attached Dwellings are a Permitted Use.
    2. Duplex Dwellings are a Permitted Use.
  - iii. All multifamily development is required to submit a Site Plan application for review and approval. If the applicant retains the OTR zone district this would also add the requirement to submit a Special Review Use application concurrently with the Site Plan. If the applicant rezones the property so that is all NMU; then the Special Review Use application would not be required concurrently with the Site Plan.

#### 2. Dimensional and Density Standards:

- a. The maximum density for multifamily development, in both the OTR and NMU zone districts is 16 dwelling units per acre. The applicant's current proposal falls within the maximum density at 9.4 dwelling units per acre.
- b. The minimum lot size and setbacks for multifamily development in the OTR and NMU zone districts are the same. The applicant's proposed development does not meet the lot size and setback requirements listed in the Code (MC 10.4.1). The proposed alley loaded development with common green courts will require a PUD (Planned Unit Development) Overlay District application approval to modify the minimum lot sizes and setbacks.

- c. The proposed residential lots appear to hug the foundation line for the sides and rear lot lines. Typically, a developer will leave a few feet of space from the foundation to the property line to allow room for encroachments such as roof overhangs, gutters, etc.
  - d. Maximum height: The OTR zone district has a maximum height requirement of 35 feet; and, the NMU Old Town zone district has a maximum height requirement of 45 feet/3 stories. The applicant has not provided information on the height of the structures. This would be reviewed as a part of the Site Plan application.
3. Streets:
- a. At Site Plan, staff will need to further evaluate the distance of the townhome units to the street right of way.
  - b. The existing overhead power lines, along Perry Street, will need to be placed underground with development of this site.
4. Alleys:
- a. The alleys will need to be privately owned/maintained. MC 10.5.4 H
  - b. The alleys shown appear to be 20 feet wide. The Sketch Plan does not show all major utility locations so it is not possible to know if 20 feet is adequate. Please be aware that if Town main line utilities are located within the alley the minimum width of the alley tract will be 30 feet.
  - c. It appears that the two longer alleys are a bit over the maximum 150 feet allowed for a dead end alley. MC 10.5.4 H
  - d. At Site Plan, the applicant will be required to break up the appearance of the long expanses of garages in the alleys. MC 10.6.7.F.3.
5. Parks, Open Space and Trails Requirements:
- a. Pocket Park:
    - i.  $0.5 \text{ acres} \times 28 \text{ principal units} \times 2.85 \text{ people per unit} / 1,000 = 0.04 \text{ acres}$
    - ii. Staff recommends a fee in lieu payment that would be due at time of recordation of a final plat and development agreement.
  - b. Neighborhood Park:
    - i.  $3 \text{ acres} \times 28 \text{ principal units} \times 2.85 \text{ people per unit} / 1,000 = 0.24 \text{ acres}$
    - ii. Fee in lieu is  $\$236,564 \text{ per acre} \times 0.24 \text{ acres} = \$56,775.36$  that would be due at time of recordation of a final plat and development agreement.
  - c. Community Park:
    - i. Impact Fee paid at building permit. Currently  $\$2,826 \text{ per multifamily unit} = \$79,128$ .
  - d. Open Space:
    - i.  $17 \text{ acres} \times 28 \text{ principal units} \times 2.85 \text{ people per unit} / 1,000 = 1.36 \text{ acres}$
    - ii. Fee in lieu is  $\$48,500 \text{ per acre} \times 1.36 \text{ acres} = \$65,960$  that would be due at time of recordation of a final plat and development agreement.
  - e. Trails: This property ties into the trails system to the south, along the drainage, by way of the 8 foot sidewalk on Briggs Street.
6. Walks
- a. Public streets are required to have 8 foot tree lawns with 5 foot sidewalks (10.6.5.F.1.c.).
    - i. This requirement will need to be met on Perry Street.
    - ii. The Briggs Street 8 foot sidewalk and 5 foot tree lawn was installed by the Erie Commons developers to tie the new commercial area to Old Town. Staff will support keeping the existing 8 foot sidewalk with a 5 foot tree lawn. Applicant will be required to improve the tree lawn area.
  - b. Staff will not support stairs in the walks within the public right of way.
  - c. The internal common walks will need to have public access easements on them; often, an applicant will put the easement across the full tract. This can be done at preliminary plat.
  - d. Walks are needed from the guest parking spaces to the entry doors of units; alleys are not counted as walks.

7. Parking
  - a. Garage Parking in Units:
    - i. All proposed units appear to have 2 car garages which can provide the required parking for the dwelling unit parking. The parking spaces within the garages will need to meet or exceed the minimum parking space size (10.6.6.H.) of 9 feet wide by 20 feet long to count toward the required off street parking requirement.
  - b. Off-Street Guest Parking:
    - i. Off-street guest parking is required at 1 guest space per 3 units. With 28 units, 10 off-street guest parking spaces are needed; the Sketch Plan shows 10 off-street parking spaces.
    - ii. The parking spaces will need to meet the minimum parking space requirement of 9'x20'.
    - iii. The guest parking spaces will need to be within 200 feet of the front door of units (10.6.6.D.1.c.). The 200 feet is measured from the edge of the parking space, along a sidewalk/pedestrian trail route to the front door of a unit. At the time of Site Plan the applicant will need to provide a diagram that illustrates how this parking requirement has been met.
    - iv. The guest parking space next to Lot 12 does not have adequate room to turn-around. The applicant cannot encroach into the landscape easement with the alley/parking area.
8. Bicycle Parking:
  - a. The requirements of MC 10.6.5.G. will need to be met for bicycle parking on the site when a site plan application is made.
9. Architecture:
  - a. It is not clear from the plans, how far above street grade the housing units are proposed to be. Please note that Town staff requests that the units be as low to the street grade as possible.
  - b. Lot Orientation:
    - i. MC 10.6.7.F.1.c.ii.(A) states "The primary entrance and façade of individual buildings within a multi-family development shall be oriented towards 1. Primary internal or perimeter streets, or 2. 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".
      1. The applicant has met the requirement for orientation; however, the common courtyard needs to be a minimum of 30 feet in width. The 30 feet must be located in a common tract and not a part of the lot. Staff will work with the applicant to modify some of the lot configurations to meet this requirement.
  - c. MC 10.6.7.F.1.d.ii.(C): "the maximum length of a multi-family building shall be 156 feet"; applicant has met this requirement.
  - d. MC 10.6.7 F.1.e: Architectural Variety:
    - i. Applicant has kept the number of attached units to under 6.
    - ii. Applicant appears to be differentiating the units from one another.
- 10. Review Process After Sketch Plan**
  - a. After the Sketch Plan application completes the review process with staff, Planning Commission and the Board of Trustees, staff anticipates the need for the following application types be submitted to the Town. We have also note those application types that can be submitted concurrently.
    - i. Next Step Concurrently:
      1. Rezoning
      2. PUD Overlay
      3. Preliminary Plat
      4. Site Plan
    - ii. After the items above are through the review and approval process:
      1. Final Plat



## Memo

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To: Deb Bachelder  
From: Matt Wiederspahn, P.E., CFM, Development Engineer  
Date: June 15, 2017  
Subject: **Perry Street Townhomes Sketch Plan Comments**  
CC: Russell Pennington  
Wendi Palmer

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### **Comments for Sketch Plan:**

1. A Preliminary Utility Plan was not included in the submittal. Therefore, Public Works cannot provide any comments on the feasibility of the utilities required for this development.
2. Only 20 foot wide utility easements are shown for the alleys. If those alleys will have water or sewer mains, they will need to have a minimum 30 foot wide utility easement.
3. An agreement from RTD will need to be completed with the Preliminary/Final Plat for the storm line crossings.

### **Comments for Phase I Drainage Report:**

1. There is no discussion of why detention is not being provided.