



The Town of Erie
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agonzales@erieco.gov

Planning & Development Planning

Memo

To: Matt Janke, OEO LLC
From: Audem Gonzales, Planner
Date: May 30th, 2018
Re: SK-000959-2018: Parkdale Filing 2 Sketch Plan
cc: Michael A. Thero, Donna F. Pattee, Arlene Penner, Matt Janke, Todd Bjerkaas, Deborah Bachelder, Russell Pennington, Chad Schroeder, Farrell Buller, Rob Crabb, Darren Champion

Comments:

Town staff has reviewed the Parkdale Filing 2 Sketch Plan application for conformance with Municipal Code, Title 10 at the May 24, 2018 Development Review Team meeting. A list of the Town staff that have commented and referral agencies that have responded are listed below. Referral comments received by the Town after the date of this memo shall be forwarded on to the applicant.

The next step for the Parkdale Filing 2 Sketch Plan application is revision and resubmittal for another referral and Development Review Team review. Please make the appropriate revisions to the application materials and provide written response to address each written comment from the Town staff and referral agencies.

Paper Copies:

- 3 Copies: Written response to staff and referral comments. For distribution to: Planning, Engineering and Parks.
- 3 Copies: Updated written materials, 3 hole-punched for notebooks. For distribution to: Planning, Engineering and Public.
- 3 Copies: Updated 11x17 plans tri-folded and 3 hole punched for notebooks. For distribution to: Planning, Engineering and Public.
- 3 Copies: Updated 24x36 plan sets, rolled. For distribution to: Planning, Engineering, and Parks
- Please bind and label materials for each entity listed above for ease of distribution to each referral.

Digital Copies:

- A PDF format of all of the submittal materials on 2 flash drives. The Town will provide the mailing envelope, address label and postage for delivery of the flash drives. The flash drives will be distributed to the following referral agencies:
 1. Town of Erie – internally distributed to: Planning, Engineering and Parks
 2. Open Space & Trails Advisory Board (OSTAB)

Planning Comments

1. Open Space Tract A shown on the sketch plan shall not count towards the Open Space requirements. The tract is not wide enough nor does it meet the size requirements found in the UDC. Remove Tract A from Open Space requirements.
2. Garden court tracts shall be 30-foot minimum in width when a residential unit is fronting onto it. Multiple garden court tracts are shown with less than 30-feet in width. Adjust the width to a minimum of 30-feet.
3. The northern trail should not be proposed to go under 119th at this time despite previous conversations. Remove this option on the plans. Show a spur coming off the western portion of the trail before it hits the sidewalk along 119th and show it running north along 119th as a trail. The connection point being proposed on this sketch plan is too far south from the dog park and existing trail. A future connection under 119th is anticipated in a future Parkdale phase to the north of this site.
4. Access remains an issue with this site. Distance requirements for access points along 119th are dependent on the type of land use being proposed. Residential requires a distance of 1,200 feet from the intersection. This sketch plan provides that. What this means is that the future commercial properties to the south will not get access off 119th Street if this Parkdale filing is built as proposed. A shared access point along the southern property boundary of this site would be ideal. This allows for access to Parkdale as well as future access to the commercial properties to the south. Commercial properties to the south will not get full movement along HWY 7 so the 119th access point is critical.

Tentative Meeting Schedule:

Based on staff comments, the applicant needs to modify some of the submittal documents; however, the land use application is close enough to final form for scheduling meetings pending resubmittal of the updates. Based on this, staff has outlined a tentative schedule for resubmittal and meeting dates. The items listed below need to be addressed by the dates indicated to stay on the tentative schedule for meeting. Applicant requirements have been highlighted in **yellow**; the other items will be addressed by the Town.

June 12th	Applicant resubmittal materials due;
July 10th	Staff memo due - PC
July 13th	PC agenda and packets should be posted on Town website for viewing.
July 17th	Applicant presentation due - PC
July 18th	Planning Commission meeting 6:30 pm Town Hall: Subdivision Sketch Plan – public meeting;
August 6th	Staff memo due BOT
August 10th	BOT agenda and packets should be posted on Town website for viewing.
August 13th	Applicant presentation due - BOT
August 14th	Board of Trustees meeting 6:30 pm Town Hall: 1st Reading

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 303-926-2778 for further clarification or to schedule a meeting to discuss the comments.



Memo

To: Audem Gonzales
From: Chad Schroeder, P.E., CFM, Development Engineer
Date: March 26, 2018
Subject: **Parkdale Sketch Plan No. 2**
CC: Russell Pennington
Wendi Palmer
Matt Wiederspahn

Comments for the Sketch Plan:

1. Provide an overall connectivity plan and access locations for the Sketch Plan area and neighboring properties that may potentially be annexed into the overall Parkdale Development. Show proposed main internal connecting roads between the potential annexed areas with Parkdale. Show future potential commercial lots along the SH7 frontage along with their associated accesses.
2. Remove the ROW access stub to the north near the middle of the northern property boundary.
3. Discuss the long term plan for the western end structures on the Sketch Plan property. Show the future access routes for these remaining structures. Discuss the future plans for the existing residential SH7 access which is part of the proposed Sketch Plan.
4. Roadway improvements to N 119th Street will be required for this development.
5. Per the Parkdale Traffic Impact Analysis (dated May 25, 2017), the proposed $\frac{3}{4}$ turn intersection on N. 119th Street will require the following:
 - "Pork chop" turning restriction island
 - Northbound right-turn deceleration lane on N. 119th Street
 - Southbound left-turn deceleration lane on N. 119th Street
 - Northbound right-turn acceleration lane on N. 119th Street
6. The Traffic Impact Analysis will need to be updated to incorporate the Sketch Plan area.
7. A Preliminary Utility Study and Utility Plan were not included in the submittal. Therefore, Staff cannot provide any comments on the feasibility of the utilities required for this development.
8. Curve radii were not provided for the roadways, but as a reminder, the minimum curve radius for Local Roads is 175 feet and for Residential Collector Roads is 300 feet.

Comments for Phase I Drainage Report:

9. See attached Drainage Report Comments from Merrick dated October 24, 2017.
10. Change the Town Acceptance signature block on the Phase I Drainage Report from "Deputy Public Works Director" to "Town Engineer".

11. The plans and agreements for the reconfiguration / decommissioning of the Waneka Bishop laterals will need to be provided in future reviews.



Internal Memo

To: Audem Gonzales, Planning & Development – Planner

From: Rob Crabb, Parks and Open Space Division Manager

Date: May 25, 2018

Subject: Parkdale Sketch Plan No. 2

Cc: Farrell Buller, Assistant to the Town Administrator – Community Services

Darren Champion, Parks and Open Space Project Coordinator

Previous Comments

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

- Minimize potential street crossings that impact the spine trail that runs from the east to the west of the development.
- Additional information is requested from the applicant to identify how the spine trail is to cross 119th Street.

Additional Comments

- Tract A currently shown as “Town Owned/Town Maintained. Please change to “HOA or Metro District Maintained.”
- Neighborhood trails that connect into the spine trail shall be a minimum of 6 feet wide, per TOE standards and specifications.

Response to Comment – 06/05/2018

Parks and Recreation-Town of Erie

Thank you for your comments related to the Parkdale Sketch Plan No. 2 submittal #4.
Below each note is a response on how it has been addressed.

RE: PARKDALE – Sketch Plan No. 2 #4 Review

Below are the Parks-related review comments for this project.

1. Minimize potential street crossings that impact the spine trail that runs from the east to the west of the development.
Response: Acknowledged
2. Additional information is requested from the applicant to identify how the spine trail is to cross 119th Street.
Response: Spine trail crossing has been relocated farther north per request by Erie Planning and Development
3. Tract A currently shown as “Town Owned/Town Maintained. Please change to “HOA or Metro District Maintained.”
Response: Ownership and Maintenance for Tract A has been changed to HOA/District
4. Neighborhood trails that connect into the spine trail shall be a minimum of 6 feet wide, per TOE standards and specifications.
Response: Trails connecting to spine trail have been widened to 6’ minimum

END OF COMMENTS

Response to Comment – 06/05/2018

Planning and Development-Town of Erie

Thank you for your comments related to the Parkdale Sketch Plan No. 2 submittal #4. Below each note is a response on how it has been addressed.

RE: PARKDALE – Sketch Plan No. 2 #4 Review

Below are the Planning-related review comments for this project.

1. Open Space Tract A shown on the sketch plan shall not count towards the Open Space requirements. The tract is not wide enough nor does it meet the size requirements found in the UDC. Remove Tract A from Open Space requirements.

Response: Acknowledged

2. Garden court tracts shall be 30-foot minimum in width when a residential unit is fronting onto it. Multiple garden court tracts are shown with less than 30-feet in width. Adjust the width to a minimum of 30-feet.

Response: All garden courts have been widened to 30' minimum

3. The northern trail should not be proposed to go under 119th at this time despite previous conversations. Remove this option on the plans. Show a spur coming off the western portion of the trail before it hits the sidewalk along 119th and show it running north along 119th as a trail. The connection point being proposed on this sketch plan is too far south from the dog park and existing trail. A future connection under 119th is anticipated in a future Parkdale phase to the north of this site.

Response: Note proposing grade-separated crossing has been removed. Spine trail is shown connecting with 119th Street east-side walk.



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4. Access remains an issue with this site. Distance requirements for access points along 119th are dependent on the type of land use being proposed. Residential requires a distance of 1,200 feet from the intersection. This sketch plan provides that. What this means is that the future commercial properties to the south will not get access off 119th Street if this Parkdale filing is built as proposed. A shared access point along the southern property boundary of this site would be ideal. This allows for access to Parkdale as well as future access to the commercial properties to the south. Commercial properties to the south will not get full movement along HWY 7 so the 119th access point is critical.

Response: Site layout has been revised to allow for shared access in the future via proposed traffic circle.

END OF COMMENTS

