



The Town of Erie
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Planning & Development Planning

Memo

To: David Klebba

From: Chris LaRue, Senior Planner

Date: April 26, 2018

Re: SK-000967-2018: Rex Ranch Filing No. 3 Sketch Plan

cc: Todd Bjerkaas, Deborah Bachelder, Russell Pennington, Matt Wiederspahn, Farrell Buller, Rob Crabb, Darren Champion

Comments:

Town staff has reviewed the Rex Ranch Filing 3 Sketch Plan for conformance with Municipal Code, Title 10 and the Erie Village Planned Development at the April 19, 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 Rex Ranch Filing 3 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.
- 2 Copies: Updated 24x36 plan sets, rolled. For distribution to: Planning & Engineering
- 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

Planning Comments for the Rex Ranch Filing No. 3 Sketch Plan:

General Comments

1. The ALTA survey is not updated. A current ALTA will be required for the Preliminary Plat submittal.
 - a. A note indicates the potential for oil and gas facilities. Please provide more information about this.
2. The site is designated Rural Residential (RR) per the Town of Erie Comprehensive Plan. Per section Chapter 4, Section RR 1.1 of the Town of Erie Comprehensive Plan Rural Residential:

Provides a rural setting for large-lot, very low density single-family housing. New Rural Residential developments located within the Town's incorporated area will be required to be served by municipal water and wastewater service. Single lot developments will be required to be served by municipal water and wastewater service if within 400 feet of a sewer line. Homes will typically occur at densities of between 0-2 dwelling units per acre.

 - a. The submitted application meets the definition of RR per the above definition, as the overall subdivision has a density of 1.34 acres per unit.
3. Site is zoned Low Density Residential (LR). The LR zone is intended to provide areas for residential uses of an urban character, at a gross density not to exceed 5 dwelling units per acre.
 - a. The Sketch Plan is in consistent with the residential intent of the LR zone district. The Sketch Plan conforms to the standards of the LR zone district requirements.
4. Request is to create a total of 10 residential lots and 2 tracts. The following land use applications will be required:
 - a. Preliminary Plat
 - b. Final Plat
 - c. Architectural Review
5. It is assumed that all existing structures will be removed.
 - a. Permits will be required for demolition of structures. A state permit will be required for any potential asbestos removal.
6. No detention or drainage areas were designated. It is indicated tracts A & B will serve as open space and for drainage purposes. A preliminary drainage study was not included with the documentation. A drainage analysis will be required with the preliminary plat.
7. A traffic study may be required with the future submittals.
8. Utilities were not addressed in the submittal. This will need to be addressed in future submittals.

9. Most of the lots appear to be of an adequate size to meet building setback requirements.
 - a. Please look at lot fit on Lots 5 & 6 to make sure a house will comply with the required setbacks.
 - b. Per UDC Section 10.4.2.A.b.iv, cornices, eaves, canopies, window wells, chimneys, bay windows, ornamental features, and other similar architectural features may project not more than 2 feet into any required setback provided these projections are at least 5 feet from the lot line. Since the minimum interior lot line setback in the LR zone district is 5 feet, no projections are allowed.
10. On the southwest corner of Lot 1, ensure there is a 30 foot wide trail easement for the existing trail on Tract C of Filing 1. It appears the proposed lot squeezes the easement to less than 30 feet.
11. Ensure there is adequate right-of-way dedicated along 119th Street. Based on Rex Ranch Filing No. 1, 40 feet of right-of-way would be required.
12. What are the plans for the cul-de-sac in Filing 1?
 - a. Will it be vacated and re-platted into Lots 3 & 4?
13. Per Section 10.6.5.D.2.e a view corridor, at the cul-de-sac head, a minimum of 35 feet in width shall be provided to maintain open views and pedestrian access. View corridors shall contain a pedestrian walkway or trail connection.
 - a. The sketch plan does not depict a pedestrian access. Please provide this connection. See comment # 18.

Parks and Open Space

14. Appropriate neighborhood park and community park fees in-lieu shall be required per Section 10.6.3 of the UDC.
 - a. Neighborhood Parks fees are charged \$236,564 per acre of required dedication.
 - b. Community Parks fees are charged \$3,889 per building permit.
15. Based on calculations with the previous developments the pocket park and open space requirements have been met.
16. Future plan submittals should illustrate how parks and trails connections are being made to the existing infrastructure.
17. Tract A will need to depict an 8 foot walk connection parallel to 119th Street that connects to the existing walk to the north and south of proposed Filing 3.
18. A trail connection shall be depicted from Tract B east to the eight foot walk.
 - a. Lot 6 will need to provide an additional 15 feet along the north property line to be combined with the tract to the north to create a 30 foot easement for the trail connection.
19. What are the plans for the temporary sidewalk accesses to 119th Street?

119th Street

20. 119th Street is considered a community gateway per section 10.6.2.D.e of the UDC. As part of a community gateway the following additional standards shall apply to protect this distinct entryway into the community:

- a. A minimum 30-foot landscaped buffer shall be maintained on either side of the street. This buffer should utilize a variety of live plant material and berming to provide year-round visual interest. A minimum 8 foot wide sidewalk shall be incorporated as an integral component of the landscape buffer and landscape area within the right-of-way.
 - b. Parking shall be screened to the greatest extent reasonably practicable from the street using a combination of berming, walls, or fencing and landscaping with a minimum height of 3 feet and maximum height of 4 feet. Parking, internal drives or streets may not extend into the landscape buffer.
 - c. Permanent signage along arterials shall be limited to wall signs and monument signs constructed from similar materials as the primary buildings on the site. Ground signs shall be prohibited.
 - d. Garages and carports may not be used as a barrier between the street and a development site.
21. 119th Street is a principal arterial street. Improvements to the right-of-way and landscape buffer will be required to be shown within the Preliminary Plat application materials.



Internal Memo

To: Chris LaRue, Planning & Development – Senior Planner

From: Darren Champion, Parks and Open Space Project Coordinator

Date: April 26, 2018

Subject: Rex Ranch Filing No. 3 – Sketch Plan

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

Rob Crabb, Parks and Open Space Division Manager

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

- Add the following note to the preliminary landscape plans: "TRANSFORMERS, GROUND MOUNTED HVAC EQUIPMENT, UTILITY PEDESTALS, ETC. ARE NOT SHOWN ON THE LANDSCAPE PLAN. ADDITIONAL LANDSCAPING AND ASSOCIATED IRRIGATION WILL BE REQUIRED BASED UPON FIELD CONDITIONS IN ORDER TO SCREEN ABOVE GROUND UTILITY FACILITIES. THE ADDITIONAL LANDSCAPING OF THE ABOVE GROUND UTILITY FACILITIES SHALL BE INSTALLED PRIOR TO INSPECTION BY THE LANDSCAPE ARCHITECT. THE COMPLIANCE STATEMENT SUBMITTED FOR INITIAL ACCEPTANCE OF THE LANDSCAPING SHALL INCLUDE A DECLARATION THAT THE UTILITY FACILITIES HAVE BEEN LANDSCAPED AS REQUIRED."
- Please show 8ft trail connection that will run parallel to 119th Street. This connection will connect the existing trail sections that are located north and south of Tract A.