

**TOWN OF ERIE
BOARD OF TRUSTEES
January 8, 2019**

SUBJECT: Erie Highlands Planning Area 10 Sketch Plan - A Sketch Plan represents a generalized land use plan and layout for the area proposed to be included within a subdivision. A Sketch Plan application is required to allow for an early, informal evaluation of a proposed subdivision before detailed planning and engineering work has occurred.

CODE: Municipal Code, Title 10

PURPOSE: Board of Trustees review and comment on a Sketch Plan application for 132 dwelling units in a townhouse housing type.

DEPARTMENT: Planning and Development Department

PRESENTER: Hannah Hippely AICP, Senior Planner

STAFF RECOMMENDATION: See Attachments for Staff and Referral Agency Comments

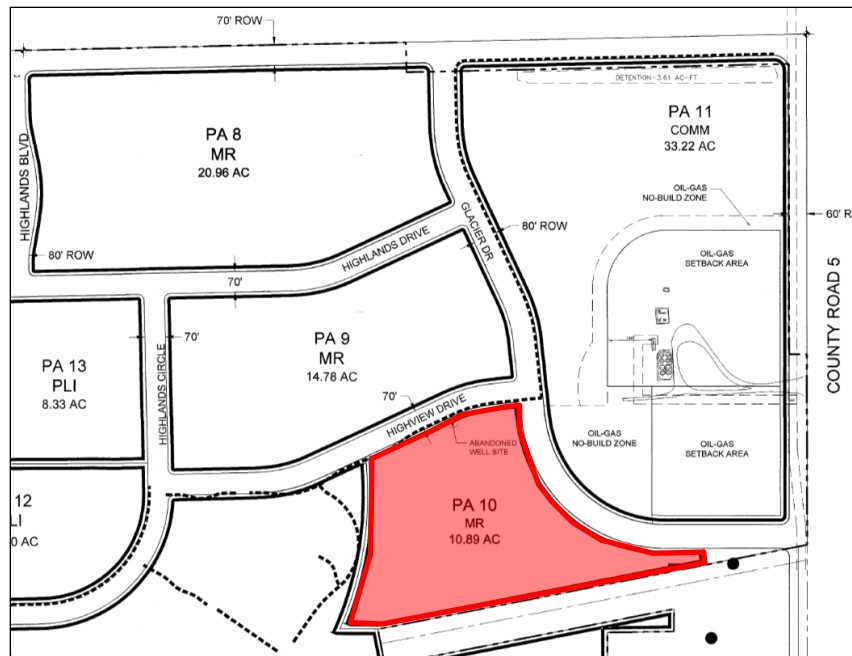
SUMMARY AND BACKGROUND OF SUBJECT MATTER

Owners:

J Dearmin, LLC
J Gaz, LLC
The Jack & Sonya Shell Family Trust
WY&K Holdings, LLC

Applicant: Clayton Properties Group II, Inc.

Location: Erie Highlands Planning Area 10 is generally located south of Erie Parkway and west of County Road 5.



Existing Conditions within Sketch Plan Area:

Zoning: Medium Density Residential (MR)

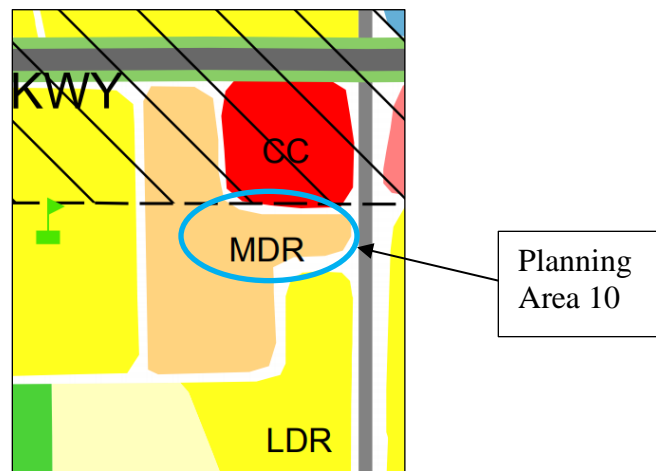
Project Size: 10.89 Acres

Existing Use: Vacant

Adjacent Land-Use/Zoning:

	ZONING	LAND USE
NORTH	MR- Medium Density Residential	Vacant
SOUTH	Weld County - Agricultural	Salvage yard
EAST	CC- Community Commercial	Erie Highlands – Vacant Commercial
WEST	PLI – Public Lands and Institutions LR – Low Density Residential	Vacant Residential

Town of Erie Comprehensive Plan:



The Land Use designations on the Comprehensive Plan, Land Use Plan Map are:

- LDR – Low Density Residential (Gross Density of 2-6 Dwelling Units/Acre)
- MDR – Medium Density Residential (Gross Density of 6-12 Dwelling Units/Acre)
- CC – Community Commercial development provides a mix of general retail serving the local community.

Sketch Plan Overview:

The application proposes 132 townhouse style alley loaded dwelling units, internal road and alley system, and two tracts for common areas.

Land Summary Chart:

LAND SUMMARY CHART

TYPE	AREA (AC)	% OF TOTAL AREA	UNITS	DU/AC
RESIDENTIAL LOTS	3.91	31.3%	124	9.9
TRACTS	6.42	51.4%		
PUBLIC ROW	1.11	8.9%		
PRIVATE ALLEY	1.04	8.3%		
TOTAL	12.49	100.0%		

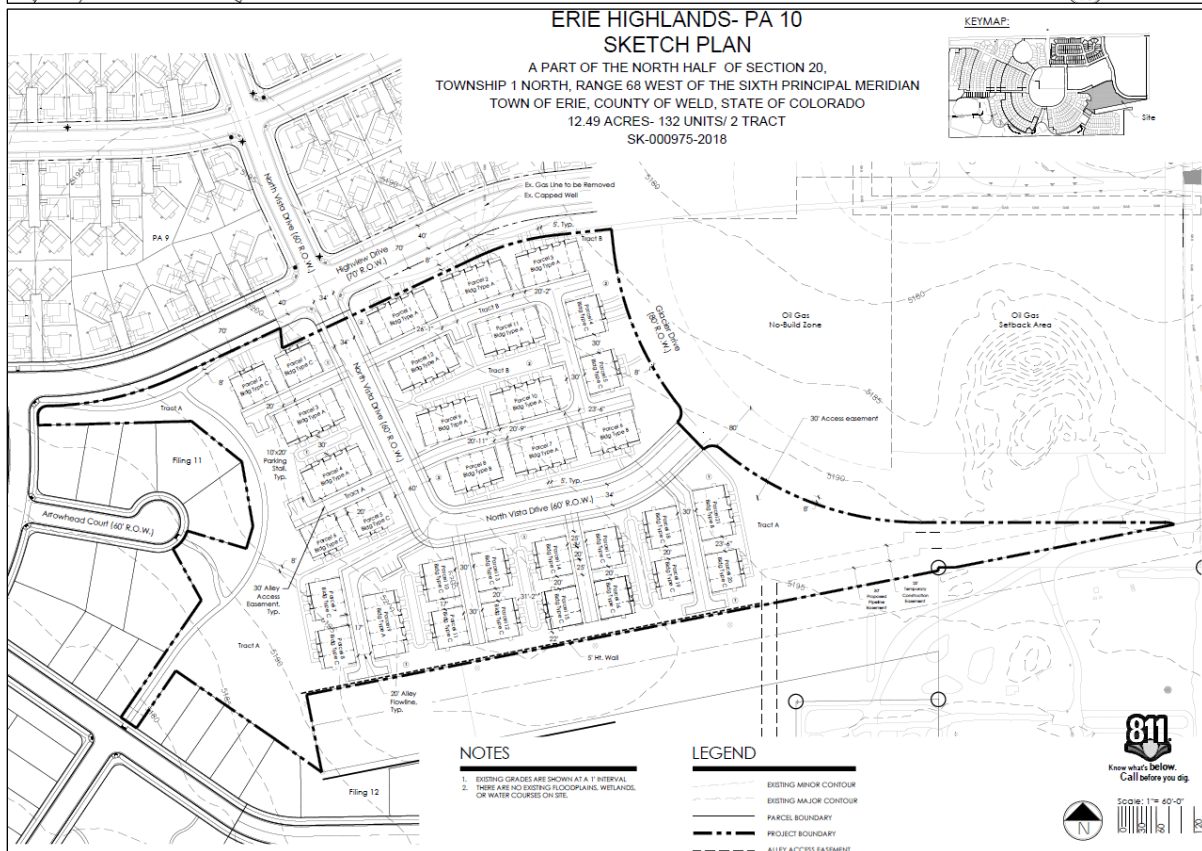
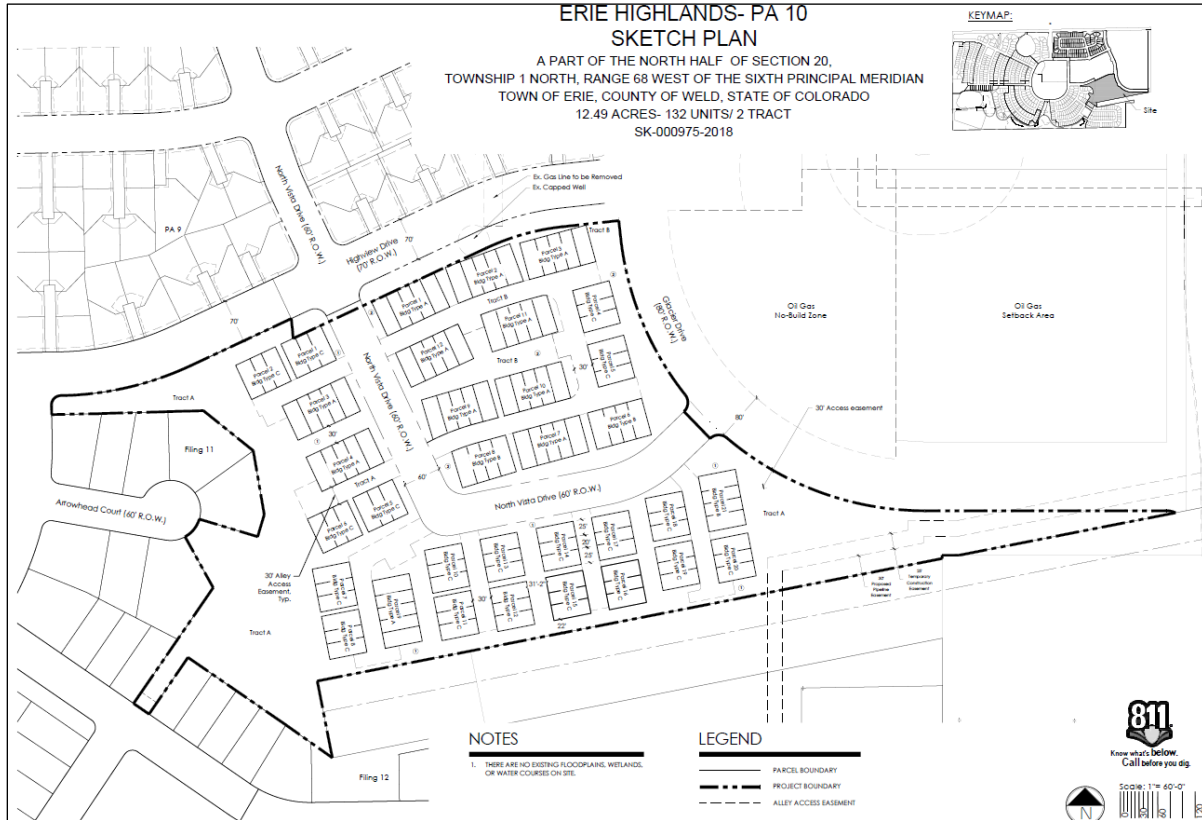
Parks and Open Space:

Required parks and open space dedications have been made in previous filings of Erie Highlands, connections to the trail network are provided.

Streets:

The Sketch Plan includes construction of the public road within the planning area which connects Highview Drive to Glacier Drive. Privately owned and maintained alleys will provide vehicular access to residences.

Overall Sketch Plan



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 staff review memos.

SKETCH PLAN PROCESS

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 Planning and 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 Planning and Development Department shall review the Sketch Plan, focusing on standards and criteria of this UDC that are applicable to the proposed development. The Planning and 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 Planning and 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 Planning and 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 Planning and 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 Planning and 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.