



The Town of Erie
645 Holbrook St.
P.O. Box 750
Erie, CO 80516
(303) 926-2778
agonzales@erieco.gov

Planning & Development Planning

Memo

To: Matt Janke – OEO, LLC
From: Audem Gonzales, Planner
Date: May 28, 2019
Re: PP-001058-2019: Parkdale Preliminary Plat No. 2
SP-001060-2019: Parkdale Site Plan No. 3
PUDA-001059-2019: Parkdale Planned Unit Development Amendment No. 2
cc: Fred Starr, Chad Schroeder, Joe Smith, Darren Champion

Town staff has reviewed the PP-001058-2019: Parkdale Preliminary Plat No. 2, SP-001060-2019: Parkdale Site Plan No. 3, PUDA-001059-2019: Parkdale Planned Unit Development Amendment No. 2 applications for conformance with Municipal Code, Title 10 at the May 9, 2019 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 PP-001058-2019: Parkdale Preliminary Plat No. 2, SP-001060-2019: Parkdale Site Plan No. 3, PUDA-001059-2019: Parkdale Planned Unit Development Amendment No. 2 applications 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
- 2 Copies: Updated written materials, 3-hole punched for notebooks. For distribution to: Planning and Public.
- 2 Copies: Updated 11x17 plans tri-folded and 3-hole punched for notebooks. For distribution to: Planning 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:

- TBD. Not all agency comments have been received at this time. Staff knows some will require digital copies on USBs. Staff will forward any comments received after this memo and request any additional USB. Below are referral agencies that will require a USB at this time:
 1. Town of Erie - Planning
 2. Town of Erie - Engineering
 3. Xcel Energy
 4. Plan West

Neighborhood Meeting

The Preliminary Plat and Site Plan applications require the applicant to hold a neighborhood meeting. Details on the requirements of the neighborhood meeting can be found in MC10.7.2 D. The applicant is responsible for scheduling and holding the meeting, mailing notices, posting the property with meeting notice signs, submitting to the Town a meeting summary and an affidavit of posting. Please contact Planning staff with any questions on the Neighborhood Meeting process.

Planning Comments

PUD – PLANNED UNIT DEVELOPMENT AMENDMENT

General comments were made for the PUD Amendment No. 1 based off the PUD Amendment No. 2 document. Those same comments apply to this review. New comments are as follows:

Sheet 3

Village 7 Single Family Detached

1. The UCD already states that alley loaded single-family detached homes shall front onto a park like common open area. There is no need to write the proposed language in the PUD. Remove this provision.
2. 1.ii. states dwellings may be oriented towards the street/courtyard. All proposed units in this village front onto garden courts or public streets. Why is this provision listed in the PUD? Remove.
3. 2.i. should read as “all garages shall face the alley”
4. 3.i. Remove the definition of a porch and stoop. A PUD cannot re-define elements already defined in Code. What can be said instead is “A stoop may or may not be uncovered”.
5. 3.ii. Staff is considering all front porches for these homes to be stoop areas vs. porches. Proposed language specifically calling these areas out as being stoops and not porches.
6. Staff would like to see some enhanced elevation language for home facades along streets, trails, garden courts, etc. The elevations provided show long expanses of windowless facades and lack of materials.
7. PUDs cannot alter building height allowances. The base zoning max height is constant at 35 feet for LR. Amend the dimensional standards chart. Are any units above 35 feet? We exclude stairwell towers from the maximum height allowance.

Village 7 – Single Family Attached

8. The elevations and floorplans for the duplex buildings were not included in the application package. Please provide elevations for review.

PRELIMINARY PLAT

General

9. Per Section 10.6.14.C., Oil and gas wells and production facilities shall be abandoned and reclaimed before approval of a Final Plat. A letter of confirmation from the State shall be

submitted to the Town regarding the completion of the abandonment and reclamation process in accordance with State law and COGCC regulations. Recorded documentation of abandonment of easements associated with the well shall be submitted to the Town.

The confirmation letter shall be submitted to staff with the Final Plat submittal.

10. The plat states the well head is plugged and abandoned but the narrative states it is currently in the process. Which is accurate?
11. Access to Lot 1, Block 10 shall be required from Road C. Engineering staff will be providing a formal comment on this.

SHEET 1

12. The Cover Sheet lists Tract B and I as Public Open Space. Since Sketch Plan it was decided this will not be dedicated to the Town. This area will be privately owned and maintained. The Spine Trail within these tracts will be Town maintained. Update the Open Space acreage in the Parks and Open Space Summary Chart.
13. Summary Chart – Label Parkdale 1 and 2 as PP Parkdale No. 1 and No. 2. So this is not confused with final plat filings.
14. Tract B should have a blanket public access easement across the tract. Why is this tract excluded in the notes?
15. Should Tract J have a blanket utility easement across it? Storm pipes are located within this tract.

SHEET 2

16. Label future ROW dedications as “ROW to be dedicated on the Final Plat”
17. Parkdale Filing 1 is platting the 60 foot ROW for 119th Street. That should be referenced on this plat vs. prescriptive easement.
18. Per the User Guide or Preliminary Plats, 9.k. requires that existing subdivision lot lines shall be depicted within 100’ of the proposal. Parkdale Filing No. 1 will be approved and recorded before Filing No. 2 and 3 are. Filing No. 1 information (ROW and lots) shall be shown within 100 feet of the PP No. 2 boundary.

SHEET 3

19. The proposed Lafayette easement is overlapping proposed utility easements along 119th and Road F. Per the comment from Xcel, gas and electric easements shall not overlap wet utility easements. The same goes for Road F utility easements. Staff will reach out to Xcel specifically about these locations.
20. Tract O is less than 30 feet in width on the east side. Garden courts shall be a minimum of 30 feet in width when homes front onto them.
21. Staff suggests separating Pocket Park tract O and the garden court. The garden court area is not part of the Pocket Park area calculation. How was the park area calculated?

SHEET 4

22. All of Lot 1, Block 10 shall be shown on one sheet.
23. Lot 1, Block 10 shall include a Tract or future ROW dedication area across the lot extending to the eastern boundary. Staff discussed this with the applicant before. A future connection point to the east shall be shown on the PP and created with the FP.

CONSTRUCTION PLANS

24. The Penner retained lot is proposed to remain on well and COL sewer. This property is required to hook onto Town water and sewer. Town of Erie Engineering staff will be providing a comment on this requirement.
25. Change the shredded cedar mulch symbol on the lot typical. It reads as a deck with the vertical striping.

26. ROW trees shall be shown for the duplex buildings and not the single-family homes. Each owner of the single-family home will be responsible for installing a tree in the ROW in front of their home. Remove all single-family home ROW trees from the plans.
27. Remove the fence from the middle of Road E shown on Sheet L1.
28. The 8 foot wide east-west sidewalk through the development should be extended through Tract J and be built up to the west property line of Lot 1, Block 10. Future development of this lot could connect into the Parkdale community via this sidewalk.
29. Fencing Plan – Per Section 10.6.4.H.9.viii, the maximum length of continuous, unbroken, and uninterrupted fence plane shall be 150 feet. This is not met in the fencing proposal, especially along the southern and eastern boundary. This Code section gives options for breaking up the fence plane. Please address this Code provision.
30. Fencing Plan – Per Section 10.6.4.H.9.v, no more than 75 percent of any street frontage shall be occupied by the fence or wall. This provision does not look to be met along 119th Street. Please address the Code provision. Section 10.6.4.H.9.vi provides opening requirements to help address continuous fences and walls.
31. Fencing Plan- The west property line of Lot 1, Block 10 has a “privacy fence” labeled on a split rail fence symbol. Please clarify.
32. Can trees be added to the southernmost tract on Sheet L9 to help create a buffer to future development to the south? Sheet L7 incorporates more of a buffer.

SITE PLAN

Sheet 1: Cover Sheet

33. The title of the Site Plan should be “Parkdale Filing No. 3”
34. The legal description should be for example: “Lots 1-7, Block 3, Parkdale Filing No. 3”. Use the legal description anticipated with the Final Plat as the Site Plan goes into effect after the Final Plat is approved and recorded.
35. Remove the following sheets from the Site Plan Document: C3-C10, L1, L4-L11, L13-L16, IRI.0, IRI.1, IRI.2, IRI.3, IRI.4, IRI.5, IRI.6, IR2.1, and IR2.2.

The goal is to only include information that is pertinent to the actual residential lot and not the commons areas of the subdivision.

36. Update the street address table.
37. Update the sheet index per the following comments and remove sheets from the SP document.
38. Update the Site Data Summary Chart to only reflect the duplex buildings and duplex lots.

Sheet C2

39. Remove the street cross sections as these are found on the PP construction plans.
40. Update the lot type summary table to only be for the duplexes.
41. On the site plan for this sheet, fade out the lots and areas not subject to this SP or include darker boundaries on the lots that are subject to the SP. Make it clear which lots are being reviewed with this application.

Sheet L2

42. Amend the sheet to only include landscaping on the duplex lots. No landscaping information outside of the individual lot should be included on this sheet.

Sheet L3

43. Again, note which lots are subject to SP on this sheet. The lot typicals don't show all lots and fence configurations so this sheet is needed in the SP document.

Sheet L12

44. This is the most important sheet in the SP document. All building model footprints shall be represented on this sheet to verify setbacks and lot layout. Lot typicals shall include optional

bump outs and wrap around porches. Information outside of the lot shall be shaded back or include a note "not subject to SP" or "for reference only... etc etc.". Make it clear that we are only reviewing and approving what is shown on the lot typical.

45. The side yard landscape symbol of parallel lines does not work. It looks like decking. Please amend.

46. All setbacks shall be shown on the lot typical. This sheet is going to be the graphic that goes before the Planning Commission.

Sheet P1

47. Only include the photometrics for the lots subject to the Site Plan or make it clear with line weights and shading which lots are being reviewed.

48. The lot lines should be bolded vs. the building footprint.

49. Update quantities in table to reflect only the fixtures associated with the duplex lots.

Sheet P2

50. Remove street lighting. Those details will only be associated with the PP and FP and not the SP for duplexes.

ARCHITECTURE

51. Remove single-family detached homes from the SP sheets. (note: The elevations show masonry on the front façade that does not meet the minimum requirements found in the UDC. Please look at code for minimum allowances). This will come up during architectural review.

52. The duplex buildings are not found in the digital plan set or hard copy. Only sheet A1 is included which is a colored rendering. This rendering shall be submitted as a separate document outside of the SP sheet. Please submit duplex architecture for review. Only the elevations should be included in the SP document. Floorplans should be submitted as a separate document. The final mylars for the SP will only include lot typicals and elevations.

NARRATIVE

53. Several changes have been requested with the application. Please update the narrative to reflect the simplified Site Plan application.

APPLICATION

54. Update the application sheet for the Site Plan. Less units are subject to SP review now.

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.



The Town of Erie
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Erie, CO 80516
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Planning & Development Planning

Memo

To: Matt Janke – OEO, LLC
From: Audem Gonzales, Planner
Date: November 19, 2019
Re: PP-001058-2019: Parkdale Preliminary Plat No. 2
SP-001060-2019: Parkdale Site Plan No. 3
PUDA-001059-2019: Parkdale Planned Unit Development Amendment No. 2
cc: Fred Starr, Chad Schroeder, Joe Smith, Darren Champion

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The next step for the PP-001058-2019: Parkdale Preliminary Plat No. 2, SP-001060-2019: Parkdale Site Plan No. 3, PUDA-001059-2019: Parkdale Planned Unit Development Amendment No. 2 applications 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.

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Digital Copies:

- TBD. Engineering comments have not been received at this time.

Planning Comments

GNEERAL

1. Submit floorplans for the duplex buildings separate from the Site Plan document.
2. The Site Plan will not go before the PC until the Final Plat is submitted and under review. The PUD and Preliminary Plat shall go to the PC and BOT first, followed by the Final Plat and Site Plan.

PUD – PLANNED UNIT DEVELOPMENT AMENDMENT

3. PUDs are allowed when they provide for higher design. The duplex buildings will need to include enhanced elevation language (Site Plan has enhancement language on the elevation sheets). Also, the PUD states the requirements are for Village 7 but then calls out some sections as only for SFD units which means the duplexes are subject to remaining sections. I think a staff meeting to discuss this PUD Amendment is a good idea to flush out elements to be included in this PUD Amendment.

SITE PLAN

C1 of 18

4. Each sheet shall be labeled as “1 of 18” “2 of 18” etc. The sheet index assigns pages to each sheet but the actual sheet shall be labeled correctly.
5. Update the approval certificate to read as “Director of Planning and Development”
6. Parking should be included in the Site Data Summary Chart.

Sheet L3 of 18

7. Label setbacks as “front” “rear” “side to abutting street” and “side to interior lot”
8. The “side to abutting street” setback is 10 feet. The plan shows 9 feet. Amend.
9. Show the different utility easements on this page. Some easements are 10 feet in width. The setback is shown at 9 feet? Buildings are not allowed within any easement.
10. Label the concrete landings that are in front of the doors facing the street.
11. Label the green court/streetscape dimension as a range. 30 feet - ??????.

Elevations

12. These sheets state enhancements are options but the PUD does not include enhancement language. See comment #2.

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.



URBAN DRAINAGE AND FLOOD CONTROL DISTRICT

Ken MacKenzie, Executive Director
2480 W. 26th Avenue, Suite 156B
Denver, CO 80211-5304

Telephone 303-455-6277
Fax 303-455-7880
www.udfcd.org

May 6, 2019

UDFCD Maintenance Eligibility Program Referral Review Comments

To: **Audem Gonzalez, Town of Erie**

Project: **Parkdale Filing No. 3 – Preliminary Plat (PP-001058-2019); PUD Amendment (PUDA-001059-019); Site Plan (SP-001060-2019)**

Stream: **Coal Creek Drainageway #1 / Coal Creek Drainageway #2**

UDFCD MEP Phase: **Referral**

UD MEP ID: **107640/10003445**

Dear Audem,

This letter is in response to the request for our comments concerning the referenced project. We have reviewed this proposal only as it relates to major drainage features, in this case:

- Coal Creek Drainageway #1;
- Coal Creek Drainageway #2.

We have the following comments to offer:

1. We have reviewed plans for the overall Parkdale development separately from this submittal and therefore have no comments on this specific site plan and preliminary plat for Filing No. 3.
2. No further coordination with UDFCD is necessary for this filing project.

Please feel free to contact me with any questions or concerns.

Sincerely,

Urban Drainage and Flood Control District

Jim Watt, P.E., CFM
Watershed Services



Erie Municipal Airport
395 Airport Drive
Erie, CO 80516
303.664.0633
877.629.8600

fly@vectorair.net
www.vectorair.net

April 17, 2019

Town of Erie
645 Holbrook Street
Erie, CO 80516

Attn: Audem Gonzales

RE: Parkdale Preliminary Plat, PUD Amdt, Site Plan, PP-01058-2019, PUDA-001059-019, SP-001060-2019

Dear Audem,

This project, due to the proximity to the runway at the Erie Municipal Airport, **REQUIRES** an Obstruction Evaluation/Airspace Analysis to be performed to confirm that the project, including the height of structures, does not interfere with airspace reserved for the safe operation of aircraft at the airport.

The FAA states that any person/organization who intends to sponsor any construction or alteration within 20,000 ft of a public use or military airport which exceeds a 100:1 surface from any point on the runway of each airport with its longest runway more than 3,200 ft must notify the Administrator of the FAA.

Please refer to FAA Form 7460-1 [FAA Form 7460-1 Notice of Proposed Construction or Alteration](#) and Form 7460-2 [FAA Form 7460-2, SUPPLEMENTAL NOTICE](#) for additional information.

In the event that any construction project requires construction equipment, i.e. cranes, pumps, etc., that exceeds the height of the construction project, the equipment must be flagged during the day and lighted if in place at night. In addition, the Airport Manager requires 48 hours prior notification of the installation of the equipment so that the appropriate NOTAMs (Notice to Airmen) can be put in place.

Regards,

A handwritten signature in black ink, appearing to read 'Jason Hurd', with a large, stylized loop at the end.

Jason Hurd
Airport manager
Erie Municipal Airport



Internal Memo

To: Audem Gonzales, Planning & Development - Senior Planner

From: Darren Champion, Parks and Open Space Project Coordinator

Date: January 17, 2020

Subject: Parkdale – Preliminary Plat 2, PUD Amdt 2 & Site Plan 2

Cc: Patrick Hammer, Parks and Recreation Director

Luke Bolinger, Community Partnership and Special Projects Manager

Parks & Open Space Division staff have reviewed the subject plans and offer the following comments:

General Comments:

- At each trail intersection, there shall be a flared end to assist maintenance vehicles, pedestrians and cyclists in navigating the turn. Update trail connections as necessary per the attached Detail P27.
- Add the P25 spine trail design detail that is attached below. Please use the typical section that is shown at the top of Detail P25.
- There appears to be a conflict with the following requirement at the intersection of Road A and 119th Street: trees are not to be located within 55 ft. from the point of curb return at road intersections where a stop sign is present.
- Reduce the number of local trail connections to the spine trail that are currently shown on the plan.
- Based on the overall linear footage of Filing 1 & 3, an additional wayside would be required as part of this filing per 1084.05 of the Town of Erie Standards and Specifications. However, staff are requesting that the additional wayside is installed towards the west end of Parkdale Filing 1 due to spacing considerations.
- Waysides will include 6 ft. benches mounted on a concrete pad, number of seating elements will be based on projected trail use.
- Minimum side clearance from the edge of the spine trail shall be 8 ft., this requirement includes trees and planting beds. This allows the Town to maintain the trail and a mow strip on either side.
- To help avoid washouts during large storm events, crusher fines are located on the uphill side of the trail, and are to be installed adjacent to native grasses.
- Shoulders adjacent to the spine trail should be a minimum of a 6 ft. width at a 6:1 grade.
- Increase the local trail width connections to 8 ft. per 1084.02.A of the Town of Erie Standards & Specifications. The local trail width is to equal the width of the spine trail to which it connects.
- Provide grade contour elevations adjacent to the spine trail.

- Add the following note to identify the color of the crusher fines to be used on the spine trail: "CRUSHER FINES TO BE GREY 3/8" BREEZE MATERIAL FROM ALBERT FREI & SONS OR APPROVED EQUAL."
- Medians/Roundabout shown within this filing are to be shown as the responsibility of Parkdale Metro District/HOA.
- Trail stop signage is required at either end of the spine trail and immediately before a street crossing.

Landscape Comments:

Sheet L4

- Provide a maintenance vehicle curb ramp off 119th Street to allow for maintenance vehicles to access/exit.
- Additional discussion with the applicant may be required regarding improvements to the trail street crossing on 119th Street.
- Reduce the sod area located in the north portion of Tract A and immediately adjacent to the spine trail. Replace with shortgrass native grass seed within the first 10-15 ft. of the crusher fines.
- Move the fence column and open rail fence 8 ft. to the south and away from the edge of the spine trail.
- Incorrect mulch symbol has been used for the crusher fines portion of the spine trail. Identify crusher fines using the correct symbol.

Sheet L8

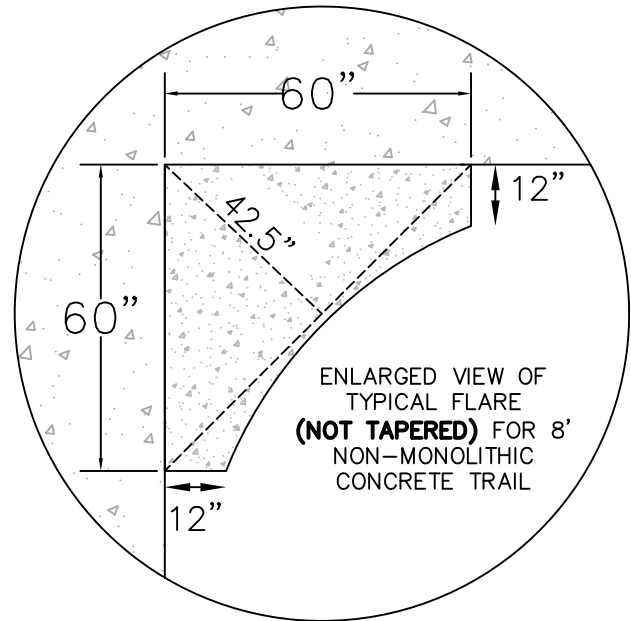
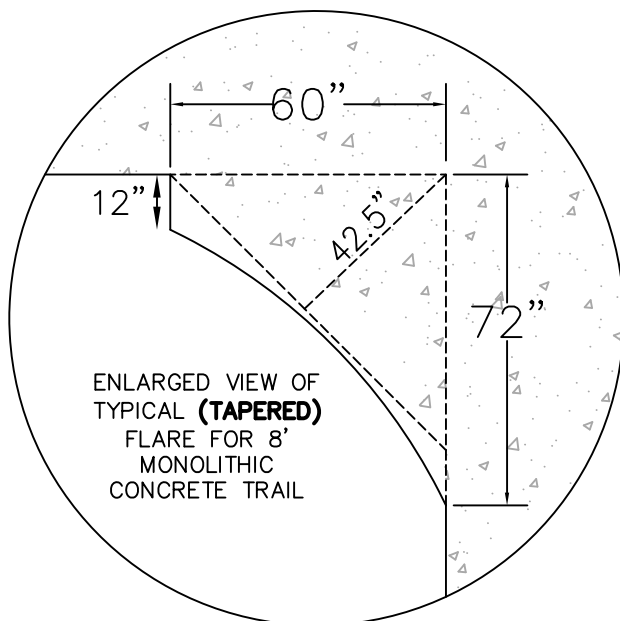
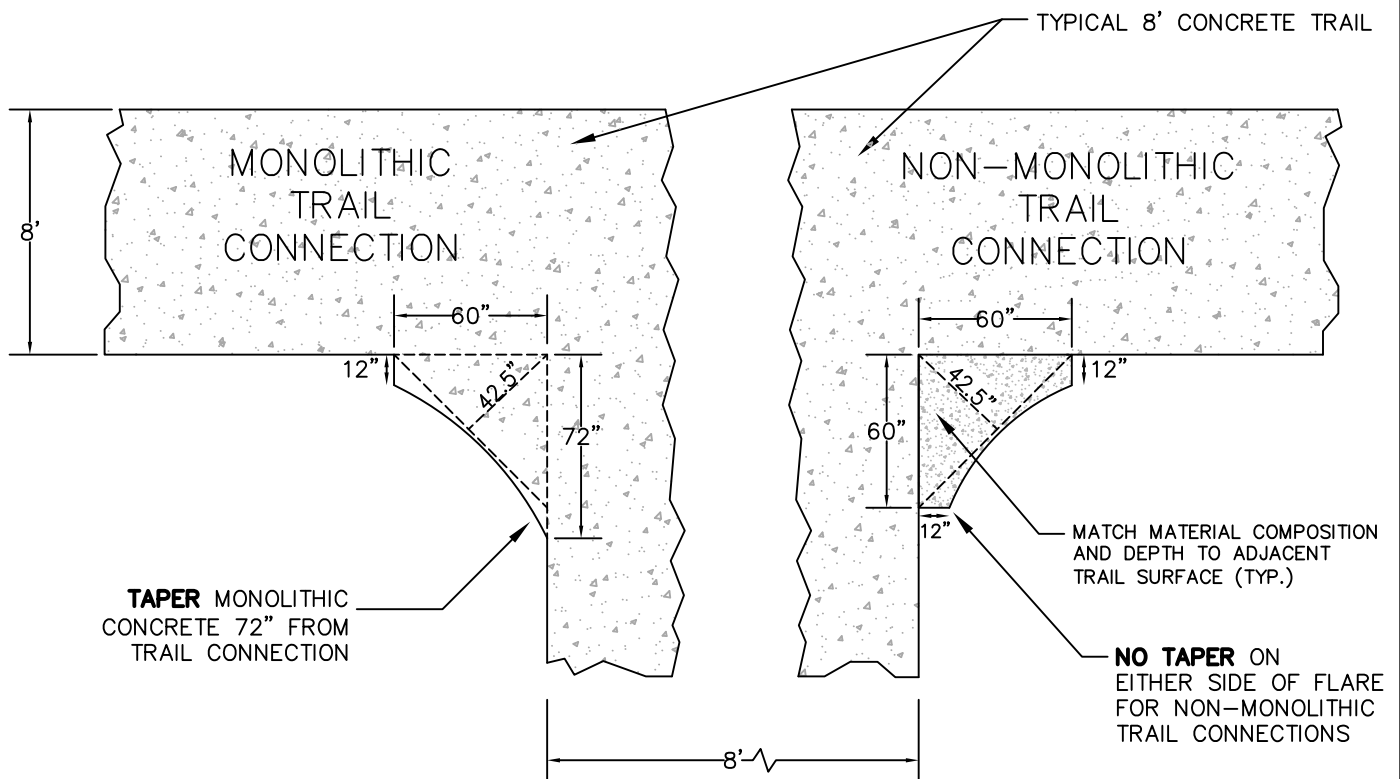
- Center the SW10A style curb ramp to the spine trail where it connects.
- Reduce the sod area located in Tract H and immediately adjacent to the spine trail. Replace with shortgrass native grass seed within the first 10-15 ft. of the crusher fines.
- Add trail stop signs to either side of Road F at the point where the spine trail crosses.

Sheet L6 & L8

- Provide adequate side clearance to the steps and handrails located adjacent to the spine trail.

Irrigation Comments:

- An irrigation design was not received as part of this submittal. Please provide irrigation design prior to final plat for review.

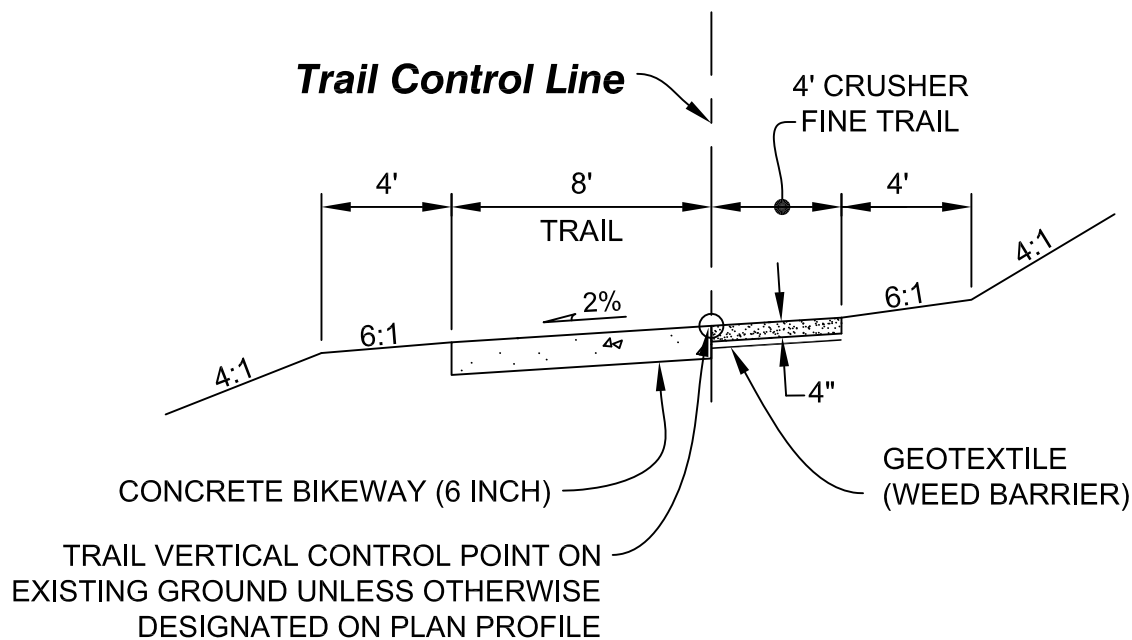


NOTES:

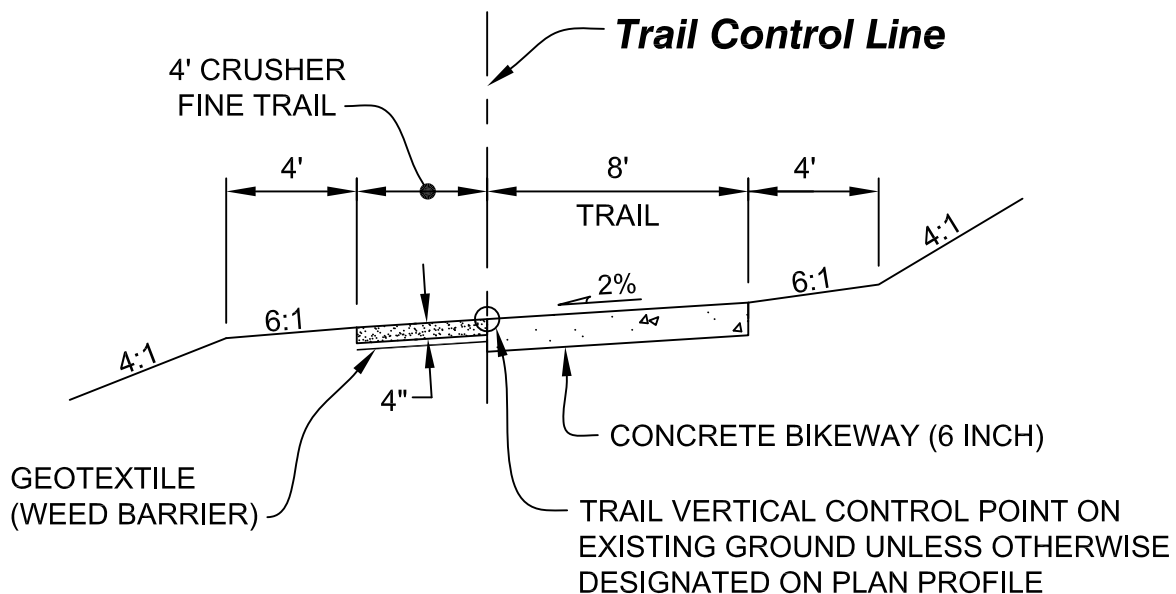
1. TRAIL CONNECTIONS THAT DO NOT MEET AT A 90 DEGREE ANGLE WILL BE FITTED IN THE FIELD AND APPROVED BY THE PARKS MANAGER OR DESIGNEE.
2. TRAIL CONNECTIONS LESS THAN 8FT SHALL BE REQUIRED TO HAVE A 3FT FLARE PLACED AT EACH TRAIL INTERSECTION.
3. TRAIL CONNECTIONS 8FT OR MORE SHALL BE REQUIRED TO HAVE A 5FT FLARE PLACED AT EACH TRAIL INTERSECTION.



TYPICAL SECTION - CRUSHER FINES LOCATED ON UPHILL SIDE



TYPICAL SECTION - CRUSHER FINES LOCATED ON DOWNHILL SIDE



COLORADO GEOLOGICAL SURVEY

1801 Moly Road
Golden, Colorado 80401



Karen Berry
State Geologist

May 8, 2019

Audem Gonzales
Planning & Development
Town of Erie
P.O. Box 750
Erie, CO 80516

Location:
SW $\frac{1}{4}$ Section 36,
T1N, R69W of the 6th P.M.
40.0032, -105.0731

Subject: Parkdale II
Preliminary Plat PP-001058-2019, PUD Amendment PUDA-001059-019, and Site Plan SP-001060-2019
Town of Erie, Boulder County, CO; CGS Unique No. BO-19-0005

Dear Mr. Gonzales:

Colorado Geological Survey has reviewed the Parkdale II preliminary plat, PUD amendment, and site plan referral. I understand the applicant proposes 204 residential lots on approximately 34 acres located on the east side of N. 119th Street, approximately 630 to 1300 feet north of E. Baseline Road. The referral documents include a Supplemental Preliminary Geotechnical Investigation, Parkdale - Southwest Portion, Northeast of Baseline Road and 119th Street (CTL/Thompson, March 18, 2019), and other documents.

Low subsidence hazard. Mapped workings of the Simpson (East), Gladstone, and Excelsior Mines are located immediately west and south of the Parkdale II property, at depths of greater than 200 feet below the ground surface. Dames & Moore (Boulder County Subsidence Investigation, May 1986) characterizes the subsidence hazard associated with these mines as "low." CGS therefore believes that the Parkdale II site is not exposed to a mine subsidence hazard that requires mitigation.

CTL/Thompson's 3/18/2019 geotechnical recommendations are valid and should be strictly adhered to.

Thank you for the opportunity to review and comment on this project. If you have questions or require further review, please call me at 303-384-2643, or e-mail carlson@mines.edu.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Carlson", is written over a horizontal line.

Jill Carlson, C.E.G.
Engineering Geologist

MEMORANDUM

TO: Audem Gonzales

FROM: Charles M. Buck, P.E., PTOE

DATE: April 25, 2019

SUBJECT: Traffic Engineering Review – Parkdale Paired Homes
Preliminary Plat, PUD Amendment, and Site Plan
PP-001058-2019, PUDA-001059-2019 and SP-001060-2019
FHU # 95-190

I have reviewed the materials provided for Parkdale. The materials were provided on a flash drive which included numerous documents and drawings. The materials address a portion of Parkdale, located along the east side of 119th Street. Access would be via Collector Road A. This site would include 96 duplexes and 107 single family units. These residential uses are generally consistent with the land uses identified in previous submittals.

My review has focused on the Traffic Impact Analysis, LSC Transportation Consultants Inc. December 13, 2018, the Site Plan, KT Engineering, January 7, 2019, and the Preliminary Development Plan, KT Engineering, February 8, 2019. I have examined these materials specifically from the perspective of traffic engineering and transportation planning but not general civil or utility engineering.

Traffic Impact Analysis

- We have reviewed this report previously. The report considers the entire Parkdale development, and provides a signal progression analysis for SH 7. It identifies the main access point for this particular site (located on 119th Street) as 3/4-movement (unsignalized), with the potential for full-movement (signalized), pending future redevelopment of adjacent parcels south of the site. I concur with this assessment.

Site Plan

- Sheet C2 of the Parkdale Filing No. 3 Site Plan provides typical cross sections for site roadways. The Collector with Raised Median (Road A) matches Town of Erie standards. The Local Street (Roads B, C, and F) generally meets Town standards, except the dimension from the outside edge of sidewalk to the ROW line is 0.5 feet, instead of 1.0 foot per standards. The Local Street with 70-foot ROW is not in the Town's standards; however, it does meet general dimensional requirements for local roadways, such as lane, parking, and sidewalk widths.
- The intersection signing, striping, and median concept as shown at the 119th Street/Road A intersection will not enforce 3/4-movement. If operational or safety concerns should arise in the future, it may be necessary to install a raised "pork chop" or other median treatment to restrict outbound left-turns when 119th Street is improved to arterial standards.

Preliminary Development Plan

- Comments (above) related to the Site Plan also apply to Sheet C2 of this plan set.

This constitutes my review of the materials provided for Parkdale. Please call if you have questions or if I can provide any additional information.

To: Audem Gonzales, Planner

cc: Anne Best Johnson, Tetra Tech

From: Savannah Benedick-Welch, Land Use Planner III

Date: May 7, 2019

Subject: Parkdale III Preliminary Plat, Amd PUD and Site Plan - Tetra Tech Planning Referral Comments

Project Narrative:

This proposal includes 3 applications for one development. The applications include a PUD Amendment to establish a PUD overlay to allow for different lot dimensions as required by the LR Zoning; Preliminary Plat for a residential subdivision containing 204 dwelling units on approximately 33.956 acres; and a Site Plan for the overall Parkdale Filing 3 development. The proposal includes 8.38 acres of open tracts used for various purposes, and 8.39 acres of right-of-way. The Parkdale development also consists of two previous filings: filing 1 included 454 lots on 230.132 acres, and filing 2 included 114 lots on 13.199 acres.

Site Information:

Location: Located east of 119th Street between Arapahoe Road and E. Baseline Road.

Property zoning: LR, Low-Density Residential, PUD Overlay

Location map:

The subject property is highlighted in blue below:



Note: All Tetra Tech comments are in blue, underlined font. Tetra Tech comments that are bolded are outstanding or need clarification.

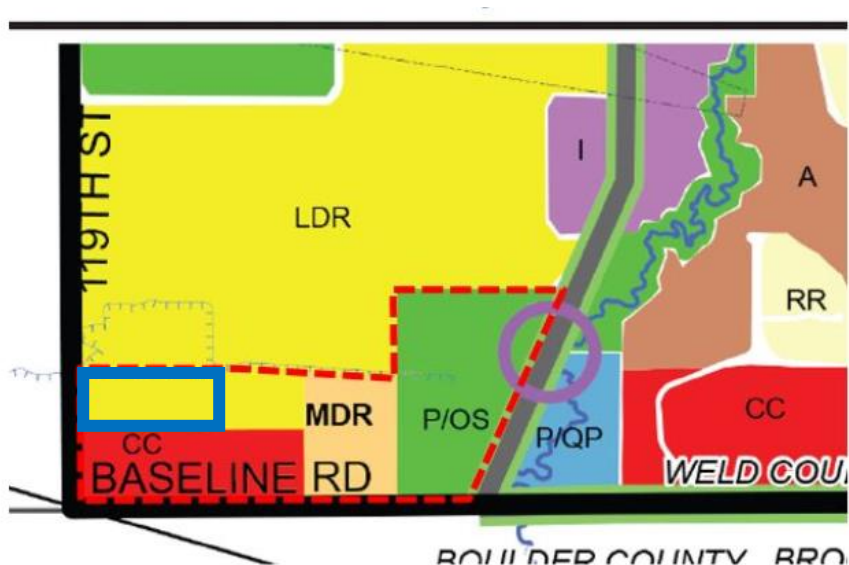
Overall Compatibility with the Comprehensive Plan

The Comprehensive Plan addresses a number of Guiding Principles. Tetra Tech staff finds that the proposed development is aligned with the following principles:

- **A coordinated and efficient pattern of growth:** the proposed development is located within the Erie Planning Area Boundary, and fosters an efficient provision of infrastructure and services.
- **Stable, cohesive neighborhoods offering a variety of housing types:** the proposed development includes a mix of duplex and single-family homes, of which helps diversify the housing supply for the community.
- **Provide infrastructure and public services efficiently and equitably:** the proposal meets the need to expand city services as services are available to expand at this location, as illustrated in the proposed utility plans.

Erie Land Use Map

The Erie Land Use Map was recently revised and illustrates Low Density Residential for the subject property. The subject property is highlighted in blue below. Tetra Tech finds the proposal is compatible and meets the intent of the Land Use Map and the Comprehensive Plan.



Code Sections Reviewed:

The following sections were reviewed by Tetra Tech staff. Narrative analysis can be found on the subsequent pages.

PUD Amendment:

- Chapter 2 – Zoning Districts:
 - i. 10.2.7 Overlay Districts: PUD requirements (page 31 of UDC)

- ii. 10.2.2 LR Zoning District – density requirements (page 7 of UDC)
- Chapter 7 - Review and Approval Procedures
 - i. Section 10.7.6 – Rezoning – Planned Unit Developments (page 202 of UDC)

Preliminary Plat

- Chapter 5 – Subdivision Standards, Design and Improvements – 10.5.4 Layout and Design Generally (page 86)
 - i. 10.5.4 Layout and design generally (page 86)
- Chapter 6 – Development and Design Standards – 10.6.7.B Parks, Open Space and Trails; 10.6.7.D General Standards for All Residential Development
 - i. 10.6.3 Parks, Open Space and Trails (page 103)
 - ii. 10.6.4 Landscaping, Screening and Fencing (page 112)
 - iii. 10.6.7 Residential Use Design Standards – D – Mix of Housing Types
- Chapter 7 – Review and Approval Procedures
 - i. Section 10.7.7.10 – Review Criteria of Preliminary Plat (page 211 of UDC)
- User Guide checklist for Preliminary Plat (starting on page 8)

Site Plan Review

- Chapter 7 – Review and Approval Procedures
 - i. 10.7.19 (C) Procedure and Review Criteria (page 248)
- Chapter 6 – Development and Design Standards
 - i. 10.6.4 (E) Minimum Landscaping Requirements (page 113)
- User Guide checklist for Site Plan (starting on page 12)

PUD Amendment Review

The application includes a PUD Overlay amendment to allow for a variation in individual lot dimensions in the LR zoning district. Section 10.2.7.D provides the purpose and district standards of this district. As provided in this section, “The PUD Overlay District is generally used when there is special public interest that doesn’t coincide with the traditional zoning in a geographic area. The PUD Overlay District may only be used when an application is not able to meet the requirements of a standard zone classification.”

The review of the PUD Amendment involves the following sections:

Chapter 2 – Zoning Districts:

- i. 10.2.7 Overlay Districts: PUD requirements (page 31 of UDC)

The application includes a PUD Overlay amendment to allow for a variation in individual lot dimensions in the LR zoning district. The following standards of the LR zoning district must still be met with the PUD overlay, as applicable:

- a. The underlying zone districts areas maximum density requirements; [this is analyzed below.](#)
- b. Height requirements; [this is analyzed as part of the site plan process.](#)
- c. Parking; [not applicable.](#)
- d. Loading and unloading; [not applicable.](#)
- e. Public street and alley standards; [this appears to have been met.](#)
- f. Exterior lighting; [this is analyzed with the photometric plans with the site plan process.](#)
- g. Parks, Open Space and trails dedication; [this is analyzed in the Development and Design Standards section of this review.](#)
- h. Abandoned mine requirements; [not applicable.](#)

- i. Oil and gas requirements; [the applicant will need to meet Chapter 10.6.14 regarding the abandonment of the oil and gas wells at final plat.](#)
- j. Floodplain protection; [not applicable per review of Erie GIS.](#)
- k. Stormwater requirements; [reviewed by Staff and Tetra Tech Engineers.](#)

[After review of each of the items above, it has been found that the above standards are met with the current application, or have been found to be not applicable. Items that are not applicable include loading and unloading areas, abandoned mine requirements, and floodplain protection.](#)

- ii. 10.2.2 LR Zoning District – density requirements (page 7 of UDC)
[LR Zoning requires a maximum density of 5 dwelling units per acre. In density calculations, the Town of Erie includes all filings associated with a development. The Parkdale filings have a density breakdown of the following:](#)
 - [Parkdale Filing 1: 454 lots on 230.132 acres](#)
 - [Parkdale Filing 2: 114 lots on 13.199 acres](#)
 - [Parkdale Filing 3: 204 lots on 33.956 acres](#)

[Total Parkdale Density: 772 lots on 277 acres = 2.7 dwelling units per acre](#)

Chapter 7 – Review and Approval Procedures

- i. Section 10.7.6 – Rezoning – Planned Unit Developments (page 202 of UDC)

In order to promote creative design for new developments, the Town of Erie has provided the PUD Overlay process. The intent is to give flexibility in dimensional standards while still keeping the overall intent of land use intensity and open space objectives. The following Review Criteria must be met in order to approve a PUD Overlay:

- a. The PUD Rezoning is generally consistent with the purpose of the PUD overlay district in Subsection 10.2.7.D.1; [The PUD Rezoning is consistent with the PUD overlay district, as the proposal meets the density and open space requirements of the LR zoning district, which is analyzed in other sections of this review.](#)
- b. The PUD Rezoning will promote the public health, safety, and general welfare; [It appears that the PUD Rezoning will promote the public health, safety and general welfare. The application of open space, setbacks and architectural standards provide for a quality housing development that promotes public health and safety.](#)
- c. The PUD Rezoning is generally consistent with the Town's Comprehensive Master Plan and the purposes of this UDC; [The PUD Rezoning is in line with the Comprehensive Plan, which calls for residential uses at this location, and provides an overall density that is consistent with the LR zoning. As shown above, the overall density requirements are met.](#)
- d. The PUD Rezoning is generally consistent with the PUD standards in Subsection 2.7.D.2; [As shown above, the rezoning is generally consistent with the PUD standards.](#)
- e. Adequate facilities and services (including streets and transportation, water, gas, electric, police and fire protection, and sewage and waste disposal, as applicable) will be available to serve the subject property while maintaining adequate levels of service to existing development; [Utilities will need to be verified by Public Works staff.](#)

- f. The PUD Rezoning is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated; [The application illustrates adequate open space and pocket parks for the development, and it is indicated that a fee-in-lieu will be provided for neighborhood and community parks that are needed in the community.](#)
- g. The PUD Rezoning is not likely to result in significant adverse impacts to significant scenic and historic features as identified in plans adopted by the Town; [Based on review of existing plans as shown on the Erie website and discussions with staff, it does not appear that the proposed rezoning will result in significant adverse impacts on significant scenic/historic features.](#)
- h. The PUD Rezoning is not likely to result in significant adverse impacts upon other property in the vicinity of the subject property; [It does not appear that the rezoning will result in significant impacts on surrounding properties. This will need to be verified by Town Staff.](#)
- i. Proposed uses on the subject property will be compatible in scale with uses on other properties in the vicinity of the subject property; [While current mapping illustrates large lot development in this area, the previous filings of the Parkdale development are similar in scale to the proposed Parkdale filing 3.](#)
- j. The proposed phasing of the development is appropriate and the development can be substantially completed within the time period specified in the schedule of development or Development Agreement submitted by the applicant; [This will need to be determined by Erie planning staff once the Development Agreement is submitted.](#)
- k. The PUD Plan provides public benefit(s). [The PUD Amendment illustrates trail connections to open space as well as pocket parks totaling 1.15 acres.](#)

Preliminary Plat Review

Chapter 5 – Subdivision Standards, Design and Improvements:

Chapter 10.5.4 Layout and Design Generally:

- A. Name of Subdivision –** [Parkdale Filing 3](#)
- B. Natural and Scenic Resource Protection -** The standards and requirements in Section 6.2, shall apply to all subdivisions. [The application indicates that natural and scenic resources are properly preserved for the proposed subdivision.](#)
- C. Natural Hazard Areas –** [There do not appear to be any significant hazard areas on this property per review of Erie plans and GIS mapping. Open space requirements are evaluated in other sections of this review and have been considered by the application.](#)
- D. Adjoining Subdivision –** A proposed subdivision shall be designed in such a manner as to be coordinated with adjoining subdivisions (existing and proposed) with respect to the alignment of street right-of-ways, utility and drainage easements, open space, view corridors, pedestrian/bicycle paths, and other relevant design considerations. [It appears, based on the documentation provided to Tetra Tech, that all rights-of-ways utility and drainage easements, open space and other features are designed to coordinate with the adjoining Parkdale filings. A proposed right-of-way on the northeast side of the development appears to connect to right-of-way for Parkdale Filing 1](#)

- E. **Lots** – the minimum lot size in the LR zoning district is 5000 square feet. There are lots within this development that do not meet this standard as they are proposing lots to be sized 1836 to 2575 square feet in size. The proposed PUD Overlay allows for flexibility in lot size requirements. In addition, may of the lots are proposed to be rear loaded, creating rear setbacks that would not meet the LR zoning standards. The PUD Overlay also allows for flexible setback standards.
- F. **Blocks** – Tetra Tech staff recommend the blocks be labeled as blocks on the Final Plat for ease of review for future staff.
- G. **Streets** – Streets shall meet the minimum standards as outlined in the Erie street standards and access requirements.
- H. **Alleys** – A number of alleys are illustrated as dead-end tracts. Referral comments provided by Mountain View Fire Rescue indicate that emergency access is satisfactory as long as fire apparatus roads are designed and maintained to support the loads of the fire apparatus.
- I. **Sidewalks, Curbs and Gutters** – These improvements shall be installed in compliance with Town of Erie Standards and Specifications for Design and Construction of Public Improvements.
- J. **Utility Easements** – The UDC states that utility easements should follow side and rear property lines whenever practicable. The proposed plat illustrates 5' utility easements along front and rear lot lines and side yards at the edge of the block. The utility easements should be large enough to accommodate utilities and fit into the City's street design. Utility companies shall verify the easement size is sufficient.
- K. **Storm Water Drainage** – Storm water drainage shall be in compliance with the City's Urban Drainage and Flood Control District standards.
- L. **Water and Wastewater Lines** - Oversizing of water or wastewater lines may be required by the Town. In such cases the applicant shall pay for the cost of the line.
- M. **Water Courses and Ditches** - The requirements and standards in Subsection 6.2.B, shall apply to all subdivision plats.
- N. **Water Supply** - The requirements and standards in Title 8 of the Municipal Code apply to all subdivision applications.

Chapter 6: Development and Design Standards

10.6.3. Parks, Open Space and Trails

B. Park Land Dedication Park Construction, and Neighborhood Park Land and Construction Cost Fee

The UDC requires a variety of parks, open space and trails for residential development. A combination of pocket parks, neighborhood parks, community parks and open space are required. The UDC requires 0.5 acres of pocket parks per 1000 residents, 3 acres of neighborhood parks per 1000 residents, 5 acres of community parks per 1000 residents, and 17 acres of open space per 1000 residents. The average household size in Erie is 2.89 persons per unit.

Pocket Park requirements (Parkdale Filing 3 only):

$$0.5 \times 204 \times 2.89/1000 = \mathbf{0.29 \text{ acres of Pocket Park required}}$$

Pocket Parks shall be:

(10.6.3.B(4))

- ✓ 1/4 acre to 2 acres in size; this has been met
- ✓ Centrally located within neighborhoods served; this has been met
- ✓ Bordered on at least 1 side by public streets (excluding collector and arterial streets) to provide easy public access, visual surveillance, and parking; this has been met
- ✓ Accessible from the surrounding neighborhoods using sidewalks and/or trails; this has been met
- ✓ Pocket Parks shall be owned and maintained by an HOA or metropolitan district; This will need to be verified by Town staff.

- ✓ Pocket Parks shall be platted with a dedicated public access easement; [The plat indicates that a public easement is dedicated for Tract O \(pocket park\).](#)
- ✓ Pocket Parks shall be constructed to Town “Standards and Specifications for Design and Construction of Public Improvements.” [This will need to be verified by Town staff.](#)

Neighborhood Park requirements (Parkdale Filing 3 only):

3 x 204 x 2.89/1000 = 1.76 acres of Neighborhood Park required – FEE-IN-LIEU when less than 7 acres

Community Park requirements (Parkdale Filing 3 only):

5 x 204 x 2.89/1000 = 2.95 acres of Community Parks required – FEE-IN-LIEU when less than 30 acres

[The Pocket Park dedication for Parkdale Filing 3 is 1.15 acres, which meets the requirement. The Neighborhood and Community Park acreage requirements are under the overall acreage requirement for these parks, therefore, fee-in-lieu payments are required to be paid to the Town of Erie. Park dedication for Parkdale 3 has been met, as long as the above is completed and Section 10.6.3.B.7 regarding Payments of Neighborhood Parks is met.](#)

C. Open Space and Trail Dedications and Fees In-Lieu

For the Open Space requirements, staff is using the overall dedication requirements for Parkdale Filings 1-3. The following is required for the overall development:

17 x 772 x 2.89/1000 = 37.92 acres of open space required

[The overall open space dedication is currently 55.18 acres \(53.49 for the first two filings, and 1.69 for this filing\). The Parkdale Filing 3 plat illustrates the spine trail connecting to the Parkdale Filing 1 open space as part of the calculation. This may change with subsequent submittals.](#)

10.6.4 Landscaping, Screening and Fencing

E. Minimum Landscaping Requirements

1. Right-of-way:
 - ✓ 1 deciduous tree required for every 40 feet of street frontage: [this requirement is met](#)
 - ✓ Live groundcover is required; [this requirement has been met](#)
 - ✓ Automatic irrigation system; [this requirement has been met.](#)
2. Water Efficiency in Landscape Design:
 - ✓ Appropriate turf selection – minimize bluegrass use – [Landscaping plans show shortgrass prairie mix, a native seed for larger turf areas and sod for the buffer between the sidewalk and the street. Staff will need to determine sod is an appropriate selection for water efficiency. Tt staff recommends more information regarding the type of sod selected.](#)
 - ✓ Mulch; [the plans illustrate rock and wood mulch within the planting areas.](#)
 - ✓ Zoning of plant materials; [Proposed shrubs appear to be in appropriate low to moderate irrigation zones.](#)
 - ✓ Improvement of soil – organic matter; [Tetra Tech staff did not see a reference to organic matter for soil improvement in the landscaping plans.](#)
 - ✓ Efficient irrigation systems; [Proposed irrigation includes automatic pop-up spray system for turf areas, and a drip irrigation system for shrubs and trees.](#)

- ✓ Water Efficiency in Irrigation Design - [Proposed irrigation includes automatic pop-up spray system for turf areas, and a drip irrigation system for shrubs and trees.](#)
- 3. Common Open Area landscaping
 - ✓ Trees, shrubs and live plant groundcover, as well as a water-efficient irrigation system; [Pocket park plans illustrate open turf areas, trees along the street frontage, and a variety of plantings throughout the park. There is a play area structure and a variety of activity structures in the park, as well as a community garden.](#)

10.6.7.D General Standards for all Residential Development

- **Mix of housing types** – the UDC requires a diversity in housing types. The developable area within the Parkdale Filing 3 subdivision is approximately 33.9 acres. This acreage requires 1 housing type (0-40 acres = 1 housing type). [The proposal includes single-family residential development. Therefore, this standard is met.](#)

Technical Review – Per Preliminary Plat User Guide

The following information represents a review of the technical information contained within the Preliminary Plat:

Review Checklist:

1. Submittal package – is it complete?
 - ✓ Application fee
 - ✓ Written Narrative
 - ✓ Proof of ownership
 - ✓ Notarized letter of authorization
 - ✓ Special agreements – Surface Use Agreement
 - ✓ Development Agreement – Not applicable
 - ✓ Land Title Survey
 - ✓ Preliminary Plat
 - ✓ Development Reports and Plans: Development Plans, Drainage Plans, Hydrogeologic plans, Environmental Hazards report, Cultural Resources, Native Tree/Vegetation Survey, Aquatic Resources, Threatened/Endangered Species, Landscape Plan, Traffic Plans, Soils report, Elevation plans.
2. Preliminary Plat elements:
 - ✓ The plat exhibits shall be prepared on 24" x 36" paper at a scale that best conveys the detailed survey, engineering and design of the subdivision, not to exceed 1"=100'. If a proposal requires multiple sheets, a composite, on 24" x 36" paper, shall be provided that delineates the boundaries and identifies each sheet number. A 1" margin on all sheets shall be left blank on all sides; [Tt comment: this item is met.](#)
 - ✓ A title shall be placed at the top/center of the sheet along the long dimension of each sheet and shall include the name of the proposed subdivision, general aliquot legal description with county, the total acreage, number of lots proposed, and project file number. The name of the subdivision shall not duplicate existing subdivision names; [Tt comment: this requirement is met.](#)

EXAMPLE:

<p>ERIE VALLEY PRELIMINARY PLAT</p> <p>A PORTION OF THE N ½ OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 68 WEST OF THE 6TH PRINCIPLE MERIDIAN, TOWN OF ERIE, COUNTY OF WELD, COLORADO</p> <p>100 ACRES – 200 LOTS/8 TRACTS</p> <p>PP__-__</p>
--

A block in the lower right-hand corner shall include the following: the preparation date and revision date chronology; a north arrow designated as true north; a written and graphic scale; name and address information for the applicant, developer, registered engineer or surveyor preparing the exhibits; and the number of the sheet and total number of sheets;

[Tt comment: This item is met.](#)

- ✓ A scaled vicinity map that depicts the area to be subdivided and the area that surrounds the proposal within a 1-mile radius;

[Tt comment: This item is met.](#)

A written metes and bounds legal description of the subdivision boundary with a map showing all information as required by State Statutes. The names and locations of all abutting subdivisions, the location of all abutting unplatted parcels and public lands shall be depicted. All lines, names and descriptions on the plat which do not constitute a part of the subdivision shall be screened back or shown as dashed lines. Any area enclosed by the subdivision, but not part thereof shall be labeled "Not a Part of this Subdivision";

[Tt comment: The vicinity map should illustrate all Parkdale filings to show this filing in relation to filings 1 and 2.](#)

Display ties to aliquot section corners and to the State grid which shows dimensions of all primary boundary survey control points with complete monument and location descriptions, all parcel lines showing dimensions with lengths, bearings, and curve data, including chord lengths and bearings, basis of bearings and relation to true meridian and similar data. Only circular curves shall be used. No spirals, parabolas, etc. shall be used. All dimensions are to be shown to the nearest 0.01' or in the cases of degrees, to the nearest second. An accuracy of 1:50,000 (second order) minimum for linear and angular (bearing) closure shall be required for the boundary. All internal lots, tracts and parcels shall have a closure accuracy of 0.01';

[Tt comment: Vicinity map should show section lines. Plat sheets show applicable descriptions of monuments.](#)

- ✓ Depict all lots, blocks, tracts, and when appropriate, building envelopes, providing accurate dimensions with linear, bearing, and curve data. All lots and tracts shall be shown in their entirety on one sheet. Lots and blocks shall be numbered consecutively, tracts shall be lettered alphabetically. Include the acreage within each lot to the nearest 0.01 of an acre. In residential subdivisions, tracts shall be used exclusively for non- residential property and uses;

[Tt comment: This item is met.](#)

- ✓ Depict all road names, right-of-way widths at each leg of an intersection, at point of curve and point of tangent, at dead ends and at angle points; and right-of-way lines with accurate distance and bearings, central angles and radii of all curves. If any road in the subdivision is a continuation or approximately a continuation of an existing road, the conformity or the amount of conformity of the new road to the existing road shall be accurately shown;

[Tt comment: This item is met.](#)

Depict the purpose, width and location of all easements and abutting easements with fine dashed lines. The widths of all easements and sufficient data to definitely locate the same with respect to the subdivision and each lot must be shown. All easements must be clearly labeled and identified. If an easement shown on the plat is already of record, its recorded reference shall be given. If an easement is being dedicated by the plat, it shall be set out in the owner's certificate. A plat note may be necessary to provide complete information of the purpose of the easement;

[The plat illustrates 5' utility easements along all front and rear lot lines, and side street lot lines. There is an existing sanitary sewer easement running along the north end](#)

of the property. It appears that the proposed spine trail overlaps with this easement. The easement is not shown running all the way through on the proposed plat and needs to be illustrated. Utility plans state the easement will remain. Recording information is needed if found.

ALTA survey shows 2 oil and gas wells on the property. The plat illustrates these wells to be abandoned. The surface use agreement provided discusses an OGOA near the property and that the wells on the subject property are in the process of being abandoned. Section 10.6.14 of the UDC requires that a letter of confirmation from the COGCC is provided at the final plat stage showing that the wells have been abandoned.

Accurately locate 100-year floodplains, all existing/proposed watercourses, retention and detention areas, wetlands and riparian areas, streams, lakes, ditches and laterals on the effected property;

- i. After review of the Erie GIS website, this property is not located within a 100-year floodplain. However, hydrogeologic plans illustrate a blue line on the north side of the property. Was proper documentation provided showing whether this drainage will adversely affect the development?

- ✓ Depict existing subdivision lot lines or metes and bounds property lines and rights-of-way within 100' of the proposal. Said information for adjacent properties shall be screened back;
Tt comment: the vicinity map should illustrate other Parkdale filings.

Identify the land use and zone district information of all adjacent property. When an adjacent property is not within the Town's boundary, the respective jurisdictions' land use and zone district information shall be identified;

Tt comment: the overall plat map illustrates property owner, land use and zoning information of surrounding properties. This is has been met.

- ✓ Provide a "Land Summary Chart" that accounts for all of the land area within the subdivision as follows:

LAND SUMMARY CHART		
TYPE	AREA	% OF TOTAL AREA
Residential Lots		
Tracts		
Public ROW		
TOTAL		

- ✓ Include a "Tract Summary Chart" and plat notes that adequately explain information pertinent to the execution, ownership and maintenance of the tracts within the subdivision:

TRACT SUMMARY CHART				
TRACT	AREA	USE	OWNERSHIP	MAINTENANCE

The above tables are provided on the Preliminary Plat cover sheet.

Site Plan Review

- Chapter 7 – Review and Approval Procedures
 - 10.7.19 (C) Procedure and Review Criteria (page 248)
 - Chapter 6 – Development and Design Standards
 - 10.6.4 (E) Minimum Landscaping Requirements (page 113)
- User Guide checklist for Site Plan (starting on page 12)
 - ✓ Completed application.
 - ✓ Application fee.
 - ✓ Written narrative
 - ✓ Proof of ownership
 - ✓ A notarized letter of authorization
 - ✓ Copies of any special agreements
 - ✓ A Site Plan Agreement, will be drafted by staff after the staff review is complete.
A product/material sample board(s) which specifies all manufacturer colors and numbers. Needs confirmed
 - ✓ A colored rendering of the elevations.
 - ✓ A full scale paper copy of the recorded final plat for which the Site Plan is proposed.
 - ✓ Site Plan exhibits: The Site Plan exhibits shall be defined as a set of detailed plans/sheets with associated information containing at a minimum a:
 - ✓ Cover Sheet
 - ✓ Site Plan
 - ✓ Landscape Plan
 - ✓ Utility Plan
 - ✓ Grading/Drainage Plan
 - ✓ Photometric Plan
 - ✓ Building Elevations

All exhibits shall be prepared as follows and accurately display the following information:

- All exhibits shall be prepared on 24" x 36" paper at a scale not to exceed 1" = 40'. If a proposal requires multiple sheets, a composite, on 24" x 36" paper, shall be provided that delineates the boundaries and identifies each sheet number. A one inch margin on all sheets shall be left blank on all sides; [Tetra Tech comment: the overall map and utility map exceeds the scale requirement, but sub-area maps meet this requirement.](#)
- A title block shall be placed at the top/center of the exhibits along the long dimension of each sheet. The name of the proposed Site Plan shall be based upon the legal description within a subdivision or the street address when not located in a subdivision and shall also include the general aliquot legal description with county, the total acreage and project file number; [Tt comment: this requirement is met.](#)

EXAMPLES:

For Site Plans the title block shall be formatted as follows

ERIE VALLEY FILING NO. 1, LOT 1
 A PORTION OF THE N ½ OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 68 WEST OF THE
 6TH PRINCIPLE MERIDIAN, TOWN OF ERIE, COUNTY OF WELD, COLORADO
 4 ACRES
 SITE PLAN - SP__-__

For Special Review Use Site Plans the title block shall be formatted as follows

ERIE VALLEY FILING NO. 1, LOT 1
 A PORTION OF THE N ½ OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 68 WEST OF THE
 6TH PRINCIPLE MERIDIAN, TOWN OF ERIE, COUNTY OF WELD, COLORADO
 SRU AREA - 2 ACRES - TOAL AREA 4 ACRES
 SPECIAL REVIEW USE SITE PLAN - US__-__

- ☐ A block in the lower right hand corner shall include the following: the preparation date and revision date chronology; a north arrow designated as true north; a written and graphic scale; and the number of the sheet and total number of sheets; [Tetra Tech comment: the revision date chronology is not shown on the cover sheet.](#)
- ☐ For subdivided land, label all boundary lines with bearings, distances and curve data as shown on the final plat; [Tt comment: the lot is not platted.](#)
- ☐ For unsubdivided land, label all boundary lines with bearings, distances and curve data as shown on a certified boundary survey prepared by or under the supervision of a registered professional land surveyor licensed with the State of Colorado; [Tt comment: this item has been met.](#)
- ☐ When a development is proposed to be phased, show phase lines and provide the following note on each exhibit:

FOR ALL FUTURE PHASES, THE APPLICANT SHALL SUBMIT A REVISED SITE PLAN FOR THE PHASE FOR WHICH A PERMIT IS REQUESTED, AND SHALL RECEIVE APPROVAL FROM THE TOWN OF ERIE PRIOR TO ISSUANCE OF A BUILDING PERMIT.

a. Provide a Cover Sheet with the following information:

- ☐ A scaled vicinity map that depicts the area around the proposal within a 1-mile radius;
- ☐ A Sheet Index;
- ☐ A Site Plan Approval Certificate;
- ☐ Provide a Site Data summary chart based on the following example:

SITE DATA SUMMARY CHART		
Zone District ____		
ITEM	SQUARE FOOTAGE	% OF GROSS SITE
GROSS SITE AREA	20,000	100.0

<ul style="list-style-type: none"> • Building Footprint • Parking/Roads (including planted interior parking islands) 	7,500 <u>800</u>	37.5 <u>4.0</u>
HARDSCAPE TOTAL	8,300	41.5
<ul style="list-style-type: none"> • Planted area (excluding planted interior parking islands) • Existing Vegetation – <u>I assume no existing vegetation is remaining?</u> • Trails and sidewalks 	4,500 6,200 <u>1,000</u>	22.5 31.0 <u>5.0</u>
LANDSCAPE TOTAL	11,700	58.5

- ☐ Identify the street address(es) of each building in a summary chart, if unknown, the address(es) will be assigned through the referral process and shall be added prior to approval; Tetra Tech comment:: No addresses required at this time for preliminary plat.
 - ☐ A written legal description for subdivided property or a written metes and bounds description of the site's boundary for unsubdivided property; Tetra Tech comment:: this item has been met.
 - ☐ An area for general notes; Tetra Tech comment: this item has been met.
 - ☐ Name and address information for the applicant, developer, registered engineer or surveyor preparing the exhibits, and other applicable consultants. Tetra Tech comment: this item has been met.
- b. Provide a Site Plan containing the following information:
- ☐ Locate and dimension all public and private streets, walks and trail, rights-of-way and points of access on or adjacent to the proposed site with surface materials noted; Tt comment: surface materials are not noted on the overall site plan
 - ☐ Delineate major drainage ways affecting the site and any 100-year floodplain on or adjacent to the site; Tetra Tech comments: Hydrogeologic plans illustrate a blue line on the north side of the property. Was proper documentation provided showing whether this drainage will adversely affect the development?
 - ☐ Depict existing subdivision lots lines or metes and bound property lines and rights- of-way within 100' of the proposed development. Said information for adjacent properties shall be screened back; Tetra Tech comments: existing subdivisions nearby are shown on the vicinity map, but the previous Parkdale filings are not shown.
 - ☐ Identify the land use and zone district information of all adjacent land. When an adjacent property is not within the Town's boundary, the respective jurisdiction and zone district and land use information of said jurisdiction shall be identified; Tt comments: this is met.
 - ☐ Locate and dimension all existing and proposed easements, including avigation easements, on and adjacent to the site; Tt comment: site plan properly illustrates all new easements. The existing 20' sanitary sewer easement along the north side of the property needs to be properly illustrated on the overall site plan.
 - ☐ Locate and dimension required off-street parking and loading areas, drive aisles, private drives/streets.. Identify all required handicap spaces and required van accessible spaces. See Chapter 6, *Development and Design Standards* of the Municipal Code Title 10 - UDC for minimum off-street parking and loading requirements; Tt comment: not applicable.
 - ☐ Label and dimension all existing and proposed structures. All existing buildings shall be

delineated in detail. All proposed buildings shall be shown such that they fully conform to the actual architectural drawings to be used for construction purposes. Show points of ingress and egress, include setback dimensions from lot lines, and indicate structures to be removed; [Tt comments: this requirement is met.](#)

- ☐ Show location and approximate dimensions of all existing and proposed signs. Signs and the locations of signs shown on the Site Plan are not approved by the Site Plan review process. [Tt comments: this requirement is met.](#)
- c. Provide a separate Landscape Plan. See Chapter 6, *Development and Design Standards* of the Municipal Code Title 10 - UDC for minimum landscaping requirements and standards. The Landscape Plan at a minimum, shall contain the following information at the same scale as the Site Plan and Grading Plan:
 - ☐ Locate and dimension pedestrian walkways indicating surface, color, texture/finish material; [Tt comments: this requirement is met.](#)
 - ☐ Locate and dimension parking islands, right-of-way medians, and other landscape islands; [Tt comments: It appears that the overall plan does not illustrate the dimension of the right-of-way median for Road A.](#)
 - ☐ Locate all above ground distribution and individual utility boxes, HVAC equipment, etc. indicating how screening requirements in Municipal Code Title 10 – UDC Chapter 6 are being met; [Tt comments: this requirement is met.](#)
 - ☐ Locate and dimension landscape elements including fences, walls, berms, border edge treatments, signage, and site lighting; [Tt comments: this requirement is met.](#)
 - ☐ Locate and dimension recreational/playground equipment, fall zones and resilient fall surface materials, etc. Include manufacturer, model number and color selected; [Tt comments: this is generally met, however, it does not appear that the manufacturer or color information is provided for the equipment associated with Tract O.](#)
 - ☐ Locate all site amenities/structures such as seating, shelters, bicycle racks, trash receptacles/enclosures, water fountains, mailbox kiosks, and restrooms, etc. Include manufacturer, model number and color selected. Provide manufacturer catalog information for all such amenities/structures; [Tt comments: this requirement is met.](#)
 - ☐ Locate, dimension, and identify significant natural vegetative areas, specimen trees, and landscape features to be preserved or improved; [Tetra Tech: I see no indication on the plans that existing vegetation will be preserved.](#)
 - ☐ Provide scaled architectural details of landscape elements and structures indicating manufacturer's product information and colors; [Tt comments: this requirement is met.](#)
 - ☐ Plant materials shall be drawn at approximately three-fourths of mature size; [Tt comments: this requirement is met.](#)
 - ☐ Planted areas shall be identified by name, size and quantity of material to be used. Hardscape materials shall be noted and described; [Tt comments: this is generally met.](#)
 - ☐ Provide the square footage of each planted area and area to be maintained in a natural state; [Tt comments: this requirement is met.](#)
 - ☐ Provide planting details, including typical methods of planting, minimum required mulch materials and depths, underlayments, etc; [Tt comments: this requirement is met.](#)

- Provide proposed (final) grades, including berms, as screened back solid lines; [Tt comments: this is generally met.](#)
- Locate Sight Distance Triangles on this plan in accordance with the standards outlined in the Municipal Code Title 10 - UDC; [Tt comments: this requirement is met.](#)
- Label all streets, rights-of-way, and points of access on or adjacent to the proposed development. Note off-street parking and loading areas; [Tt comments: this requirement is met.](#)
- Show location and approximate dimensions of all existing and proposed signs. Signs and the locations of signs shown on the Landscape Plan are not approved by the Site Plan review process; [Tt comments: this requirement is met.](#)
- Provide note(s) indicating the source of irrigation water and type of irrigation used. Evidence of water/irrigation rights shall be provided if the source is other than the Town of Erie; [Tt comments: this requirement is met, as long as irrigation rights have been demonstrated.](#)

- The following note shall be located on the Landscape Plan:

IF TRANSFORMERS, GROUND MOUNTED HVAC EQUIPMENT, UTILITY PEDESTALS, ETC. ARE NOT SHOWN ON THE SITE IMPROVEMENT PLAN, ADDITIONAL LANDSCAPING/SCREENING MAY BE REQUIRED BASED UPON FIELD CONDITIONS DISCOVERED VIA THE SITE INSPECTION BY STAFF, MADE PRIOR TO THE ISSUANCE OF THE CERTIFICATE OF OCCUPANCY, OR FINAL INSPECTION AS APPLICABLE. [This is shown on Sheet L2](#)

- Provide a landscape legend in the following format and with the following note:

SYM BOL	QUAN TITY	BOTANICAL NAME	COMMON NAME	SIZE	NOTES
WC	6	Catalpa erubescens	Western Catalpa	2.5" caliper	Ball and burlap; mulch with min. 4" pole peelings
BS	7	Picea ponderosa	Ponderosa Pine	8' height	Ball and burlap; mulch with min. 4" pole peelings
RB	10	Berberis thunbergi Atropurpurea	Red Leaf Barberry	5 gallon	24" height
-	300 sq/ft	-	Pole Peeling Mulch	4" in depth	Locate in all shrub beds and under all trees
NOTE: IN THE EVENT OF A DISCREPENCY BETWEEN THE PAN GRAPHIC AND THE LANDSCAPE LEGEND, THE PLANT MATERIAL QUANTITY AS DETERMINED BY THE PLAN GRAPHIC SHALL TAKE PRECEDENCE.					

[Tt comment: The above information is provided on the landscaping plan.](#)

- Provide the following maintenance chart and statement:

LANDSCAPING SHALL BE PLANTED AND MAINTAINED IN A NEAT, CLEAN AND HEALTHY CONDITION BY THE OWNER. THIS SHALL INCLUDE PROPER PRUNING, MOWING AND AERATION OF LAWNS, REPLACEMENT OF MULCH, WEEDING, REMOVAL OF LITTER AND THE REGULAR WATERING OF ALL PLANTINGS. IRRIGATION SHALL BE MAINTAINED TO MAXIMIZE WATER CONSUMPTION. SHOULD ANY PLANT MATERIAL DIE, THE OWNER, SUCCESSOR, OR ASSIGNS SHALL BE RESPONSIBLE FOR THE REPLACEMENT OF PLANT(S) WITHIN ONE PLANTING SEASON. REPLACEMENT OF PLANT MATERIALS SHALL OCCUR AT THE FOLLOWING RATE.		
TYPE	PLANT REPLACEMENT WITHIN	
	1 YEAR	2+ YEARS
Tree – Deciduous	Increase caliper by 1"	Increase caliper by 1.5"
Tree – Coniferous	Increase height by 1.5'	Increase height by 2'
Shrub	Replace with plants of at least ½ mature size	Replace with plants of at least ½ mature size

Tt comment: The above information is provided on the landscaping plan.

- d. Provide a separate Utility Plan showing the location of all existing and proposed utilities and the following information:
- ☐ Indicate line size and purpose; Tt comment: sanitary and storm sewer lines should be sized appropriately – the legend shows line size, but the map should illustrate as well.
 - ☐ Indicate manholes, clean-outs, inlets, outlets, and outfalls; Tt comments: this appears to be met, but Public Works needs to verify.
 - ☐ Indicate the location of all fire hydrants, if none exist on-site, note the approximate distance and direction of the closest hydrant adjacent to the site. Tt comments: plans show fire hydrants, but these need to be approved by the fire district.
 - ☐ Locate all above ground distribution and individual utility boxes, HVAC equipment, etc. indicating how screening requirements in Municipal Code Title 10 – UDC Chapter 6 are being met; Tt comments: this requirement is met.
- e. Provide a separate Grading/Drainage Plan showing existing (dashed lines) and proposed (solid lines) contours at two-foot intervals with the following additional information:
- ☐ Low and high points shall be labeled; Tt comments: this requirement is met.
 - ☐ Identify areas of cut/fill; Tt comments: this requirement is met.
 - ☐ Flow directions shall be shown with arrows ➔; Tt comments: this requirement is met.
 - ☐ Detention/retention and water quality storm sewer infrastructure with any required easements shall be shown and labeled; Tt comments: this requirement is met.
 - ☐ Top of wall and bottom of wall elevations shall be labeled at 20-foot intervals along all retaining walls regardless of height; Tt comments: this requirement is met.
 - ☐ When applicable, Sub-surface Hazards Plan identifying geological hazards and undermined and/or subsidence areas. Tt comments: this requirement is met.

f. Provide a separate Photometric Plan depicting all exterior lighting and the following information:

- All proposed and existing fixtures shall be depicted in plan view; [Tt comments: this requirement is met.](#)
- The height of all fixtures shall be noted; [Tt comments: this requirement is met.](#)
- Location of lighting attached to structure shall be depicted in plan view; [Tt comments: t this requirement is met.](#)
- Elevation type details or “cut sheets” with manufacturer’s product information identifying the lens type, wattage, color of fixture, etc. [Tt comments: this requirement is met.](#)

1.

g. Provide a separate Building Elevation exhibit with the following information:

- Plans shall be prepared at a scale of 1/4" = 1'-0" or another approved scale which allow for maximum clarity of the proposal; [Tt comments: this requirement is met.](#)
- All building features including articulated planes shall be labeled and dimensioned; [Tt comment: it does not appear that all building features have been dimensioned.](#)
- All building materials and finishes shall be labeled with manufacturers’ colors and numbers to correspond to the products/materials board; [Tt comment: It does not appear that the plans illustrate manufacturer’s colors and numbers.](#)
- All building lighting shall be labeled; [Tt comment: It does not appear that lighting is labeled on the elevations.](#)
- When applicable, the roof plane, behind the wall, shall be shown as dashed lines; [Tt comment: this requirement is met.](#)
- When roof-top mechanical equipment, heating, ventilation, and air conditioning (HVAC) is proposed, it shall be shown as dashed lines behind all walls. All roof-top mechanical equipment shall be fully screened; [Tt comment: this requirement is met.](#)
- When HVAC and other mechanical equipment are proposed as ground/wall mounted units, it shall be shown as dashed lines. All ground/wall mounted mechanical equipment shall be fully screened; [Tt comment: this requirement is met.](#)
- The following note is shall be located on all Building Elevation exhibits:

THE BUILDING ELEVATIONS SHOWN AND APPROVED HEREON ARE INTENDED TO DEMONSTRATE HOW ALL HVAC AND OTHER MECHANICAL EQUIPMENT SHALL BE SCREENED ACCORDING TO TOWN OF ERIE, UNIFIED DEVELOPMENT CODE REQUIREMENTS. IT IS THE APPLICANTS RESPONSIBILITY TO ENSURE THAT THIS APPROVED SCREENING OCCURS IN THE FIELD AS DEMONSTRATED BY THESE PLANS, REGARDLESS OF CURB REQUIREMENTS, MECHANICAL PLAN CHANGES, OR OTHER CIRCUMSTANCES. FAILURE TO PROVIDE APPROVED SCREENING MAY RESULT IN DELAY OF FINAL INSPECTIONS AND/OR ISSUANCE OF A CERTIFICATE OF OCCUPANCY.

[Tt comment: it does not appear that this note is provided on the architectural plans.](#)

2. Additional graphic aids **may be** requested such as, building floor plans, elevation/sectional drawings, perspective drawings, axonometric drawings, 3-dimensional models, and color photo/video simulations

when the impacts of a proposal warrant such information. [Tt comment: only if desired.](#)

Any additional information, as requested by the Community Development Director, in order to thoroughly review the impacts of the proposed development. [Tt comment: determined by the Community Development Director.](#)