



City Above the Clouds
1891

AGENDA
WOODLAND PARK PLANNING COMMISSION
Thursday, April 25, 2024, 6:30 P.M.
Council Chambers – 220 W. South Avenue

Zoom link from the calendar at the bottom of the front page of the City website (www.city-woodlandpark.org).

1. **CALL TO ORDER & ROLL**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVE MINUTES:** March 28, 2024
4. **PUBLIC HEARINGS**
 - A. ***CONTINUED From March 28, 2024.*** (PUD2024-03 & SUB 2024-03) **Pines at Tamarac PUD and Preliminary Plat Amendment:** A request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) to amend the previously approved Pines at Tamarac Planned Unit Development (PUD) Master Plan and Preliminary Plat to increase the number of residential lots from 26 to 39 on 20.61 acres; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (205 Sourdough Road) in the Pines at Tamarac PUD zone district. **(QJ)**
City Council Public Hearing is now scheduled for Thursday, May 16, 2024, 6:30 P.M.
5. **REPORTS**
6. **ADJOURN**

For more information, please contact the Planning Department 719.687.5202

WOODLAND PARK PLANNING COMMISSION
MEETING MINUTES for March 28, 2024
Council Chambers, 220 W. South Avenue, Woodland Park

This meeting was a hybrid meeting with in-person and virtual attendance. The Zoom meeting link is in the calendar on the City website front page. Public input is very important to the Planning Commission. Comments were encouraged in writing in advance of the meeting to be submitted by mail to the Planning Department at PO Box 9007, Woodland Park, CO, 80866 or email to kschminke@city-woodlandpark.org.

1. CALL TO ORDER & ROLL:

Vice Chair Brown called the meeting to order at 6:30 p.m.

Present	Vice Chair Lee Brown
Present	Commissioner Don Dezellem
Absent	Commissioner George Jones (Commissioner Jones joined the meeting via Zoom at 6:50 p.m., and was able to participate in voting with item 4.B.)
Present	Commissioner Kenneth Kennedy
Present	Commissioner Larry Larsen
Present	Commissioner Don Hoying
Present	Commissioner Koal Middleton
Absent	Chair Ken Hartsfield
Staff Present:	Senior Planner CJ Gates Planning Director Karen Schminke

2. PLEDGE OF ALLEGIANCE

- 3. APPROVE MINUTES:** Commissioner Hoyne motioned and Commissioner Kennedy seconded to approve the February 22, 2024 minutes with the amendment to correct the spelling of Commissioner Dezellem's name. Motion passed unanimously.

4. PUBLIC HEARINGS

- A. (SUB2024-02) Kings Crown Final Plat:** A request by Terrence and Fadile O'Malley (Applicants and Property Owners) for a Final Plat to plat 11.3 acres into one lot. The subject property is located east of the intersection of Ponderosa Way and Kings Crown Road, in Sections 19 and 30, T12S, R68W of the 6th P.M. (lying in the center of Paradise Estates Filing #3 and #4 – Paradise Ranch Addition), in the Suburban Residential (SR) zone. **(QJ)**

Senior Planner Gates presented the staff report beginning with a description of the request, the subject property, and surrounding properties that are all zoned SR. The property was originally planned for eight residential lots, but was never platted as such. In order to construct a building within the City of Woodland Park, the parcel must be part of an official subdivision. The City Council approved this preliminary plat for this property to be configured as one lot on January 4, 2024. The applicants are now requesting a final plat for a one-lot subdivision. The final plat is in compliance with the code review. The Parks and Recreation Advisory Board (PRAB) reviewed the proposed plat on February 7, 2024 and unanimously recommended approving the Kings Crown Final plat with no further conditions. The application was referred to all internal and external agencies, and receive one comment from the City of Woodland Park Utilities Department stating that they approve of this final plat. This item was publicly noticed; no public comments were received. Staff recommends the Planning Commission recommend to City Council: Approval of the Kings Crown Final Plat to plat 11.3 acres into one lot.

The applicant, Terrence O'Malley, 1141 Royal Oak Court, stated that they would like to build their forever home on the Top of Kings Crown. The Planning Commission had no questions of the applicant.

Vice Chair Brown opened and closed the public comment portion of the meeting with no public comment. Staff had no further comments.

Vice Chair Brown asked how the master plan is affected by this plat. Director Schminke said this does not impact any other parcels in the area concerning the master plan. There are no changes in uses.

With no further discussion, the Chair called for a motion.

MOTION: Commissioner Larsen moved, and Commissioner Hoying seconded, that the Planning Commission recommend to City Council the following: Approval of the Kings Crown Final Plat to plat 11.3 acres into one lot.

With no additional discussion, the Chair called for the vote:

YES: Dezellem, Kennedy, Larsen, Hoying, Brown.

ABSTAIN: Middleton.

NO: None.

Motion carries 5 – 0 with one abstention.

The City Council Public Hearing is scheduled for Thursday, April 18, 2024 at 6:30 p.m.

B. (PUD2024-02 & SUB 2024-01) Pines at Stone Ridge PUD/Preliminary Plat Extension: Request by Kevin Kofford (applicant) and Craig O'Boyle, Go Beyond, LLC (Property Owner) for approval of a 2-year extension of the approved Pines at Stone Ridge portion of the Stone Ridge Village Planned Unit Development (PUD) and a one (1) year extension of the approved Pines at Stone Ridge preliminary plat for 49 townhomes and 20 patio homes on the 9.01± acre tracts located southeast of Ridgestone Drive and Research Drive, zoned PUD and legally described as Tracts A & F, Stone Ridge Subdivision (a portion of Sections 12, 13 & 14, T12S, R69W of the 6th PM, in the City of Woodland Park, Teller County, CO). **(QJ)**

Senior Planner Gates presented the staff report. The original preliminary plat for this development was approved for a total of 77 dwelling units, with 58 apartment units and 19 patio homes. In 2022, the applicant applied for a PUD amendment to allow for townhomes instead of apartments with an integrated design consisting of 20 patio homes and 49 townhouses. The entrances to the property are on Ridgestone Drive with an internal road that loops through the property. The open space is a central area with trail connections. He showed the approved revised plan and described the proposed lot sizes and building footprints for patio homes and townhomes. This application was approved by Planning Commission on April 14, 2022. This current request is for approval of a 2-year extension of the approved Pines at Stone Ridge portion of the Stone Ridge Village PUD with a new expiration date of April 14, 2026, and a 1-year extension of the approved Pines at Stone Ridge preliminary plat to April 14, 2025. He added that the Planning Department issued a Grading and Infrastructure Zoning Development Permit (ZDP) for the subject property on January 16, 2024. Construction has yet to commence.

The application was referred to all internal and external agencies, and also publicly noticed with no comments received.

Mr. Gates concluded his presentation with the recommendation that if the Planning Commission finds that an extension is warranted they recommend that City Council grants the two-year extension of the PUD and the one-year extension of the Preliminary Plat, and to note that the approving resolution should clearly state that the development is still subject to all the conditions and dimensional standards specified with the original approval.

Planning Commission asked about the density requirements in a PUD, as the code states that density in the PUD zone is limited to two dwelling units per acre. Senior Planner Gates confirmed the total density is about 7.6 units/acre on these two tracts, but the density is based on the entire PUD acreage. Because the entire Stone Ridge Village PUD acreage is taken into account when calculating density, this still meets the density requirement. PUDs encourage flexibility and mixed uses, which is what is seen in this PUD in terms of density. The density of this project was actually reduced by the PUD Amendment two years ago.

The applicant, Craig O'Boyle, joined the meeting via Zoom. He updated the Commission on the status of the project. They have obtained the Grading and Infrastructure ZDP and hope to move dirt this year. It is probably a two and a half year process to build out.

Vice Chair Brown opened and closed the public comment portion of the meeting with no public comment. The applicant had no rebuttal. Staff had no further comments.

MOTION: Commissioner Kennedy moved, and Commissioner Dezellem seconded, that the Planning Commission recommend that City Council grant the two-year extension of the Planned Unit Development and the one-year extension of the Preliminary Plat, and that the approving resolution should clearly state that the development is still subject to all of the conditions and dimensional standards specified with the original approval.

Director Schminke noted that Commissioner Jones joined the meeting via Zoom at 6:50 p.m.

With no additional discussion, the Chair called for the vote:

YES: Jones, Kennedy, Larsen, Hoying, Middleton, Brown, Dezellem.

NO: None.

Motion carries 7 – 0.

The City Council Public Hearing is scheduled for Thursday, April 18, 2024 at 6:30 p.m.

C. (PUD2024-03 & SUB 2024-03) Pines at Tamarac PUD and Preliminary Plat Amendment: A request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) to amend the previously approved Pines at Tamarac Planned Unit Development (PUD) Master Plan and Preliminary Plat to increase the number of residential lots from 26 to 39 on 20.61 acres; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (205 Sourdough Road) in the Pines at Tamarac PUD zone district. **(QJ)**

Senior Planner Gates gave the staff report, showing the location, zoning map, and history of the tract, including annexation and zoning changes. The Pines at Tamarac PUD Final Master Plan and Preliminary Plat were approved for 26 SFRs and 5.05 acres of open space in 2019. City Council has since approved several extensions to 2023. The most recent extensions were a 2-year PUD extension to 2025 and a 1-year Preliminary Plat extension to 2024. He showed current site photos and a comparison of the approved 26 lot configuration and the proposed 39 lot configuration. The overall layout is the same, with two access points off Sourdough Road. The amended plan calls for two phases. The proposed plan amendment increases the

density from 26 dwelling units (1.26 dwelling units/acre) to 39 units (1.89 DU/AC). Currently the PUD consists of a total of 5.05 acres of open space; the proposal increases the open space to a total of 9.09 acres in three open space tracts. Proposed lot size decrease to 7,800 sf. As for type of use, the current approved plan provides 12.99 acres for single family housing, 5.05 acres of open space, and 2.57 acres for streets. This amendment proposes 8.99 acres for single family housing, 9.09 acres of open space, and 2.35 acres for streets.

The traffic study and CDOT comments requires improvements of a right turn deceleration lane on SH67. Sourdough Road must be repaired and upgraded for the full length of the subject property. The deceleration lane would have to be complete before any CO's are issued. The City's Comprehensive Plan shows this as a mixed use area. The use remains the same (residential), but the amendment does request a change in density. Staff found that the proposed amendment complies or substantially complies with Section 18.30 and with most dimensional standards. Mr. Gates also reviewed how this proposal compares with the neighboring suburban residential subdivision and the original proposal. Staff also analyzed the preliminary plat, and this proposal complies with Section 17.20 and 17.40. Staff referred the application to required internal and external agencies, and met the public notice requirements. No official written comments were received, but Staff did field some questions about this proposed amendment in the Planning Office.

Mr. Gates concluded the presentation with the Staff recommendation that the Planning Commission approve this PUD amendment, based on the findings in the staff report and as presented at public hearing, of the request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) for PUD2024-03 Planned Unit Development (PUD) Final Development Plan for 39 single family residential lots on 20.61 acres on Lot 2, Dayspring Christian Fellowship (205 Sourdough Road) in the PUD zone,

and,

That the Planning Commission recommend that City Council approve the dimensional standards as shown in PUD2024-03 Planned Unit Development (PUD) Final Development Plan for 39 Single Family residential lots on 20.61 acres on Lot 2, Dayspring Christian Fellowship (205 Sourdough Road) in the PUD zone.

THAT, based on the findings in this staff report and as presented at public hearing, approval of the request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) for SUB2024-03 Preliminary Plat for 39 single family residential lots on 20.61 acres on Lot 2, Dayspring Christian Fellowship (205 Sourdough Road) in the PUD zone, subject to the following conditions:

1. Prior to installation of infrastructure, the applicant shall obtain a Zoning Development Permit for infrastructure, which application shall include:
 - a. Final utility plan with profiles for all water, stormwater, and sanitary sewer
 - b. Final grading and erosion control plan for the entire site and off-site improvements
 - c. Final on/off-site street plan with profiles with curb and gutter on both sides of Sourdough Road Final drainage plan and report
 - d. Approved CDOT Access Permit
 - e. Approved SWMP
2. Applicant must resubmit Preliminary Plat addressing all comments within the City-Redline Comment packet for approval.
3. Applicant must adhere to all CDOT requirements and gain necessary permits/approvals with CDOT.
4. Prior to conveyance of any proposed lot, the applicant shall

- a. Record a Final Plat;
 - b. Complete installation of all required improvements or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs associated with constructing the required improvements shall be borne by the developer.
 - c. Repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2 or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs for this installation shall be borne by the developer;
 - d. Comply with CDOT requirements regarding the deceleration lane on Highway 67.
5. Prior to recording the Final Plat, the applicant shall submit:
- a. Covenants, which include deed restrictions that establish a homeowners association to guarantee the architectural and landscape design and maintenance of the common open space; and
 - b. Park Development Fees in the applicable amount.

Planning Commission asked questions and clarifications of Staff including CDOT's comments and requirements. The original approval and current amendment application do not allow accessory structures. This proposal meets the PUD zoning code allowing for two dwelling units per acre. The PRAB, per City Code, would review this application at final plat. There were concerns about how the proposed open space acreage was calculated and located, as it's against the City code to include easements and drainage areas. PUD zoning requires a minimum of 15% open space. The original plan showed that easements were on the lots, but now the easements are in the open space. The density increase may change the entire feel of the project, and concerns arose on if this was in harmony with surrounding neighborhoods. Lastly, dimensional standards are changed from two- to three-foot projections into required setbacks.

The applicant, Jim Houk, of Kimley-Horn and Associates, who is supporting the project for Mr. Garrison, presented a slide show, including the project area, increasing the density from 26 to 39 lots, and increasing the open space and buffers from 5.05 to 9.09 acres (19.6%). The road layout cul-de-sacs were shortened, the buffer between the lots and Hwy 67 is still 60', and the open space between the two phases includes a natural drainage area, which addresses the stormwater that comes through the property from other properties in the area. The buffer saves some trees and preserves the view. The overall open space also increases along the Sourdough side to maintain or increase the buffer. The character of the property will be maintained by shrinking the footprint of the houses. The goal is to preserve as much of the site as possible. An HOA will be established. The first phase would consist of 15 lots/homes, water loop, wastewater extension, and Sourdough Road improvements. Phase 2 would include SH67 improvements (turn lane) and the remaining 24 lots. Conversations with Parks & Rec have centered around trail connections through the drainage area to Sourdough Road and Centennial Trail. Sourdough Road improvements remain the same; 900 feet of pavement, matching existing curb and gutter alignments. Other items remaining the same include the deceleration taper and right turn lane from SH67, trail corridor, landscape plan, wildfire mitigation, and architecture renderings. He re-emphasized that the buffers remained, and the density, lot dimensions and open space amounts have changed.

Commissioners clarified the reason for the amendment; it is economical for the developer to meet the improvements required by CDOT and the City by increasing the density, and responding to market demand for this type of housing. The open space is passive. Forest health and wildfire mitigation are taken into consideration. The building footprints are a few

hundred square feet smaller, but architecture will be varied. The applicant agrees with City staff recommendations and conditions as proposed. The applicant is working with CDOT on the access permit and with Utilities on the water line looping. Utilities commented "The water line will need to be looped, City Engineering specifications only allow 12 units on a dead-end line. This project is already on a dead-end line, looping the water main across the highway will need to be discussed." All comments, phasing, and infrastructure will be addressed and incorporated into the final design and final plat as per code. The easement and drainage acreage within the open space is not known. Like the previous plan, it is included within the open space, which meets the minimum requirements. The utility plan shows the 30' easement along SH 67, 30' easement along Sourdough, 20' drainage easement along the detention pond, 15' utility easement along the north parcel line. The change in projection from 2' to 3' is for more architectural options.

Vice Chair Brown opened public comment.

Joe Fury, 565 Pembroke Drive, was concerned about dust from the phasing, how the phasing is scheduled, and mentioned the Village at Tamarac as an example of dust and lack of a turn lane on SH67. He had concerns about lighting, suggesting full cutoffs for dark sky considerations. CDOT requires the turn lane be built before any CO is issued, but Mr. Fury suggested it be constructed to help with construction traffic. Another concern is emergency evacuation planning. The house footprints and spacing are too close, so he's concerned about fire jumping from one house to the other. Also, wood siding should not be used. He added that construction piles should be cleaned up quickly, noted the "for sale" sign on the property, and questioned if the culverts under SH67 should be enlarged for drainage.

With no one else wishing to comment, Vice Chair Brown closed the public comment and asked for the applicant's rebuttal.

The applicant rebutted that as far as construction and site prep, with two phases of work, the timing and expense of the CDOT permits is considered. Phase 1 of construction would allow for the improvements on Sourdough Road as well as starting on SH67. Proper staging will occur. Site clearing and utility installation occur at the same time, so the disturbance footprint will be kept at a minimum. Erosion and dust control plans will meet State and City requirements. No street lights are planned, but residential full cutoffs would be part of architectural standards. They are conscious of wildland fire, development, and PPRBD requirements. Drainage will meet or exceed City and CDOT code. At this point, land is always for sale, but the client is motivated to create something unique and special with this amendment.

Director Schminke clarified that per the City Code, lighting standards only apply commercial and city lights, not residential. Planning Commission has discussed residential lighting standards in the code review workshops, but code changes have not been made. The applicant has considered lighting standards through their own architectural standards.

Planning Commission discussed the proposed amendment's harmony with the surrounding neighborhoods, the CDOT turn lane requirement as a condition of approval in this proposal and in the final plat and SDA, which are legally binding agreements. Bonding or escrow ensure the funds are available to finish the work.

Further discussion about the possibility of approval or tabling this item ensued. The conditions proposed by Staff are typical. Covenants are required to be submitted to the City. Park Development Fees and PRAB review are part of the final plat review. The Commissioners had questions about phasing, exact acreage of open space and easements, if these meet the 15% open space requirements, and determining character.

Director Schminke read from Section 18.30.090, which defines how the Planning Commission is to consider open space character and quality, including dwellings, surrounding development, topography and amenities of open space, open area improvements, public parks or recreation in the vicinity, relation of open space to number of dwelling units, and gross land acreage. Additionally, there is a requirement that “open space requirements shall not include roadways, associated drainage, utility easements and other infrastructure area incidental to the project unless a specific public good can be demonstrated which benefits the community at large. Open space may include park land dedication areas, trail networks, and/or other public/private recreational areas and/or other facilities as determined by the Woodland Park city council.”

MOTION: Commissioner Larsen moved and Commissioner Dezellem seconded to continue this public hearing in order to get additional information from staff and the applicant that addresses the character and calculation of the open space, and continue this hearing to the April 25, 2024 meeting.

With the motion to continue, the Planning Commission discussed that the applicant will bring forth the information requested. Planning Commission can then discuss the project again, such as the density and harmony. The proposed density is less than the maximum of two dwelling units per acre. The project will not expire while it is under review.

YES: Kennedy, Larsen, Hoyne, Middleton, Brown, Dezellem, Jones.

NO: None.

Motion carries 7 – 0

5. **REPORTS:** Director Schminke said the new Code Compliance Specialist is hired and will start in May. Staff will inform the Planning Commission if the next meeting is April 11, 2024 at 6:30 p.m.
6. **ADJOURN:** The meeting was adjourned at 8:46 p.m.

Approved this _____ day of _____, 2024 by

Ken Hartsfield, Chair



Memo to Planning Commission for Public Hearing April 25, 2024

Department

Planning

Presenter

C.J. Gates
Senior Planner

AGENDA ITEM 4A – Pines at Tamarac PUD & Preliminary Plat Amendment

Due to the questions raised at the Planning Commission hearing on March 14, 2024 by the Commission, staff routed the Pines at Tamarac PUD & Preliminary Plat Amendment to the City of Woodland Park Parks and Recreation Advisory Board (PRAB). PRAB reviewed the proposed amendments at their Wednesday April 10, 2024 meeting. Their recommendation to the Planning Commission is that the applicant pay fees in lieu of land and construct a connection to Centennial Trail from the subject property.



Planning Commission Staff Report Public Hearing March 14, 2024

Agenda Item

4C

Department

Planning

Presenter

C.J. Gates
Senior Planner

AGENDA ITEM 4C

PUD2024-03 & SUB2024-03) Pines at Tamarac PUD and Preliminary Plat Amendment: A request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) to amend the previously approved Pines at Tamarac Planned Unit Development (PUD) Master Plan and Preliminary Plat to increase the number of residential lots from 26 to 39 on 20.61 acres; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (205 Sourdough Road) in the Pines at Tamarac PUD zone district (QJ)

LOCATION & ZONING

The subject property is 20.61 acres in size located in the northern portion of Woodland Park on the east side of Highway 67, and to the northwest of the Reserve at Tamarac subdivision. This is a triangular shaped parcel that is immediately north of the intersection of Highway 67 and Fairfield Lane, which is bordered by Highway 67 on its west side and Sourdough Road on its east side. Shining Mountain Golf Course is located across Highway 67 to the west. (Reference Figure 1 – Vicinity Map and Figure 2 – Aerial Photo).



Figure 1: Vicinity Map

BACKGROUND

Ordinance No. 563, Series 1992 annexed 468 acres of land known as Hawk Ridge into the City and zoned it all Planned Unit Development (PUD). This annexation included land on both sides of Highway 67. The land on the west side of Highway 67 falls under the Shining Mountain PUD Final Development Plan which was most recently amended in 2006 and consists of a golf course with clubhouse, 102 multi-family dwelling units, 255 single-family dwelling units, as well as open space/ wilderness/ recreation area/ wetlands. Development of this PUD is still ongoing.

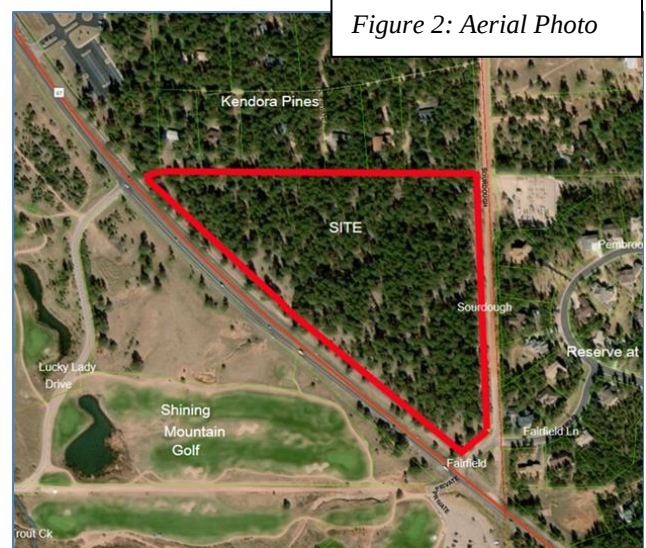


Figure 2: Aerial Photo

The land on the east side of Highway 67 originally consisted of two triangular pieces of land with a total acreage of 37.17 acres. In the early to mid-1990's several different development proposals were approved, but none of them came to fruition and those approvals have long since expired. That details history is as follows:

- In 1994, the Terrace Greens PUD Master Plan was proposed for 37.17 acres (two triangular pieces east of Hwy 67) with 44 residential, 3 mixed use residential/commercial lots, 1 commercial lot plus two church sites and a Preliminary Plat for Phase I was approved for what is now Lot 2 showing 21 residential lots along Hwy 67 and one (1) church site next to Sourdough Road.
- In February 1996, Terrace Greens morphed into Kingswood Estates and a revised master plan, preliminary plat, and final plat were all approved by Council. The Kingswood Estates Final Plat Filing No. 1 shows 24 lots (2 open space tracts, 3 large commercial tracts, and 19 single-family lots ranging in size from 10,767 – 18,161 SF on what is now Lot 2. Unfortunately, Kingswood Estates No. 1 was never recorded, the subdivision was never developed as proposed, and the Terrace Greens PUD master plan expired.
- In 1999, the northern triangle (now Lot 1) was rezoned from PUD to Suburban Residential (SR). In the year 2000, the Daysprings Christian Fellowship Subdivision was approved which consisted of a total of two lots. In 2002, construction began on the *Impact Church* on Lot 1 and Lot 2 (20.61 acres) remained undeveloped.

On July 18, 2019 the Pines at Tamarac PUD Final Master Plan and Preliminary Plat was approved by City Council. This Master Plan consisted of 26 single family lots and 5.05 acres (24.5%) as dedicated open space on the 20.61 acres (Figure 3). The conditions of approval required the following significant infrastructure improvements prior to conveyance of any proposed lot:

- Repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2 or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs for this installation shall be borne by the developer;
- Construct the deceleration lane on Highway 67.

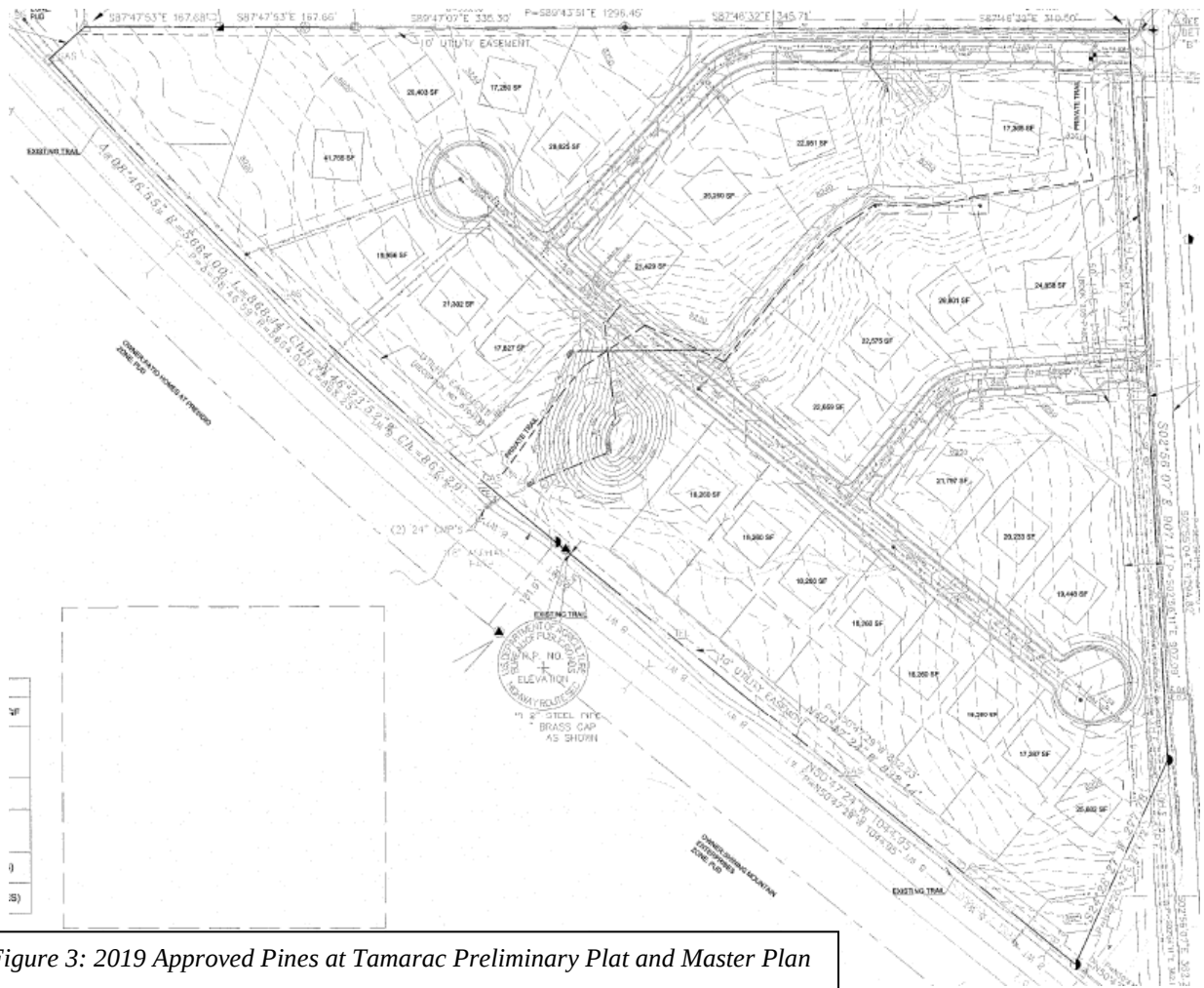


Figure 3: 2019 Approved Pines at Tamarac Preliminary Plat and Master Plan

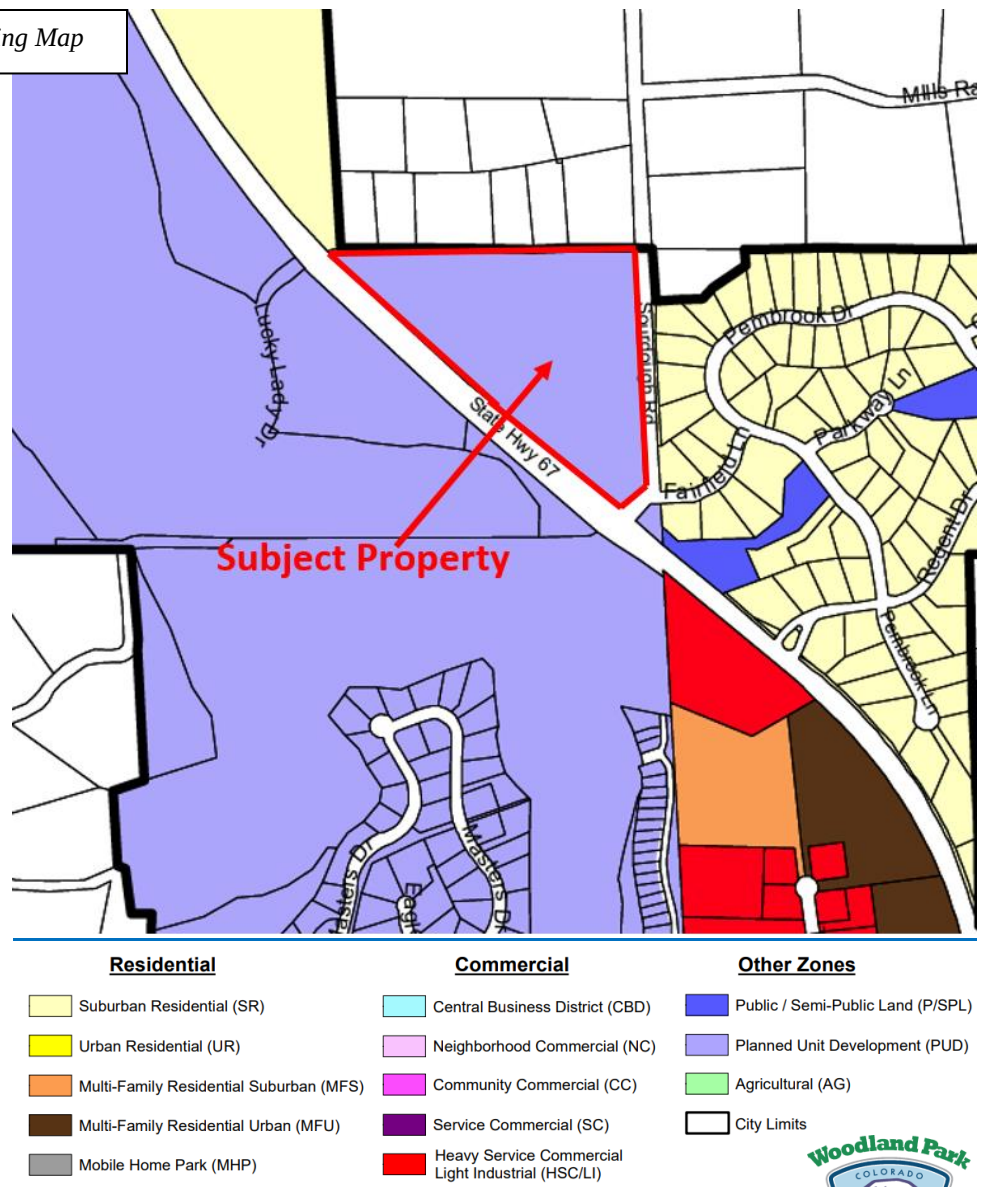
On May 6, 2021 City Council approved a two-year extension of the Pines at Tamarac PUD Master Plan to July 18, 2023 and a one-year extension of the Pines at Tamarac Preliminary Plat to July 18, 2022. On August 25, 2022 the Planning Commission approved another one-year extension of the Preliminary Plat so it would expire July 18, 2023 along with the PUD Master Plan.

Extensions of both the PUD Master Plan and the Preliminary plat were again requested in 2023. On August 17, 2023 City Council approved a two-year extension of the Pines at Tamarac PUD Master Plan to July 18, 2025 and a one-year extension of the Pines at Tamarac Preliminary Plat to July 18, 2024.

SITE & SURROUNDING PROPERTIES

Figure 4 is an excerpt from the City Zoning Map which identifies the zoning of the subject property as PUD.

Figure 4: City Zoning Map



The zoning and uses of the surrounding properties are:

USE		ZONE
North	Un-platted residential lots located within unincorporated Teller County	R-1 (Teller County Zone)
South & West	Highway 67 and the Shining Mountain Golf Course	PUD
East	The Reserve at Tamarac Filing 5	SR

The subject property is characterized by gentle slopes (20% from the highest to the lowest point on-site) with a high point of just over 8,265 feet at the northeast corner and a low point of just below 8,210 feet at the northwest corner (55 foot drop from east to west). A small drainage channel (dry

draw) falls east to west through the center of site. Vegetation includes a significant Ponderosa Pine and Aspen forest with typical forest floor/grass ground cover.

To aid in becoming familiar with the subject property and surrounding area, below is a series of pictures of current conditions in the surrounding area.

Figure 5a: Photo taken from Sourdough Rd. looking east into site



Figure 5b: Photo taken south of Fairfield/67 looking north & east

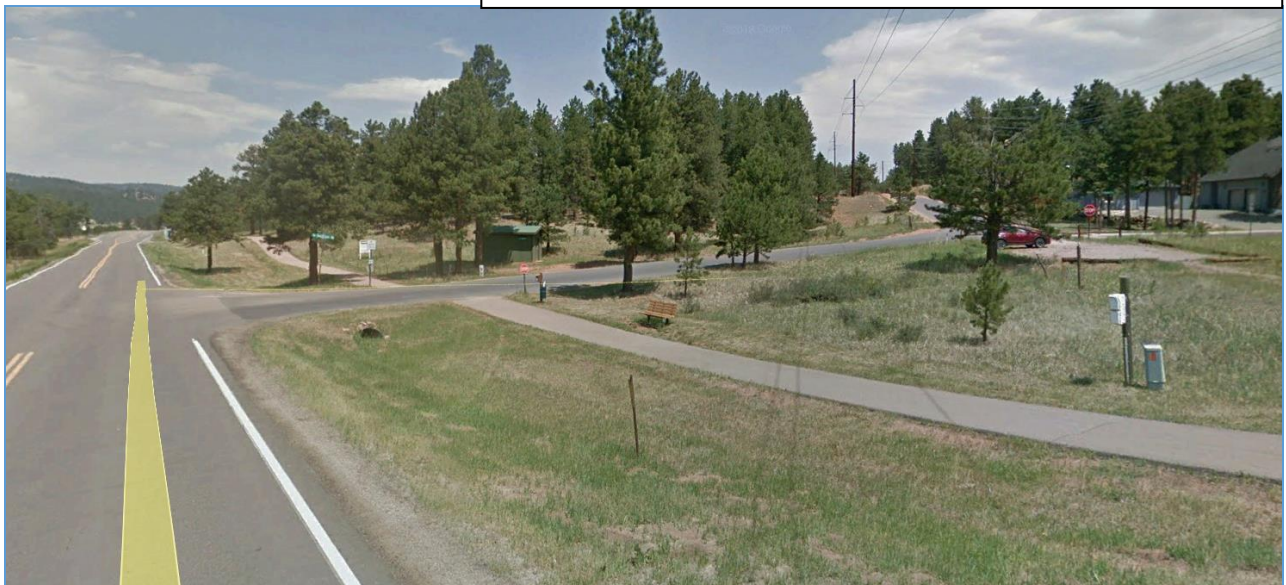


Figure 5c: Photo taken from NW corner of lot looking south and east



Figure 5d: Photo taken intersection of Fairfield & Sourdough Rd. looking north



CURRENT PROPOSAL

As previously stated, the current approved Master Plan and Preliminary Plat is for 26 single family lots and 5.05 acres of open space on the 20.61 acre lot. The applicant is now requesting an amendment to both the PUD Master Plan and the Preliminary Plat which would increase the number of single-family lots to 39 and increase the amount of acreage used for *Open Space, Drainage and Utility* to 9.09 acres. Below is a copy of the Table that appears on proposed PUD which compares the differences in the currently approved Site Data to what is being proposed:

EXISTING SITE DATA TABLE

TOTAL SITE ACREAGE	20.61 AC
PROPOSED SINGLE FAMILY DWELLING UNITS	26 DU
FINAL PROPOSED (GROSS) DENSITY	1.26 DU/AC
MAX BUILDING HEIGHT	35'
MIN LOT SIZE	16,000 SF
TYPE OF USE	# ACRES PROVIDED
SINGLE FAMILY RESIDENTIAL (39 LOTS)	12.99 AC±
OPEN SPACE, DRAINAGE AND UTILITY	5.05 AC±
PRIVATE STREETS	2.57 AC±
TOTAL:	20.61 AC±

SITE DATA TABLE

TOTAL SITE ACREAGE	20.61 AC
PROPOSED SINGLE FAMILY DWELLING UNITS	39 DU
FINAL PROPOSED (GROSS) DENSITY	1.89 DU/AC
MAX BUILDING HEIGHT	35'
MIN LOT SIZE	7,800 SF
TYPE OF USE	# ACRES PROVIDED
SINGLE FAMILY RESIDENTIAL (39 LOTS)	8.99 AC±
OPEN SPACE, DRAINAGE AND UTILITY	9.09 AC±
PRIVATE STREETS	2.53 AC±
TOTAL:	20.61 AC±

Figure 6 identifies three Tracts (totaling 9.09± acres) for use as open space, drainage and utility purposes. The uses and ownership of the Tracts is proposed as follows:

TRACT TABLE			
TRACT	PERMITTED USES	OWNERSHIP / MAINTENANCE	SQUARE FOOTAGE (ACREAGE)
A	OPEN SPACE, DRAINAGE & UTILITY, MAIL KIOSK, SIGNAGE	HOA	280,935 SF (6.44 AC)
B	OPEN SPACE, DRAINAGE & UTILITY	HOA	9,448 SF (0.22 AC)
C	OPEN SPACE, DRAINAGE AND UTILITY, MAIL KIOSK, SIGNAGE	HOA	105,734 SF (2.62 AC)
TOTAL SQUARE FOOTAGE / ACREAGE			± 396,117 SF (±9.09 AC)

Figure 6: Proposed Tracts for Open Space, etc.

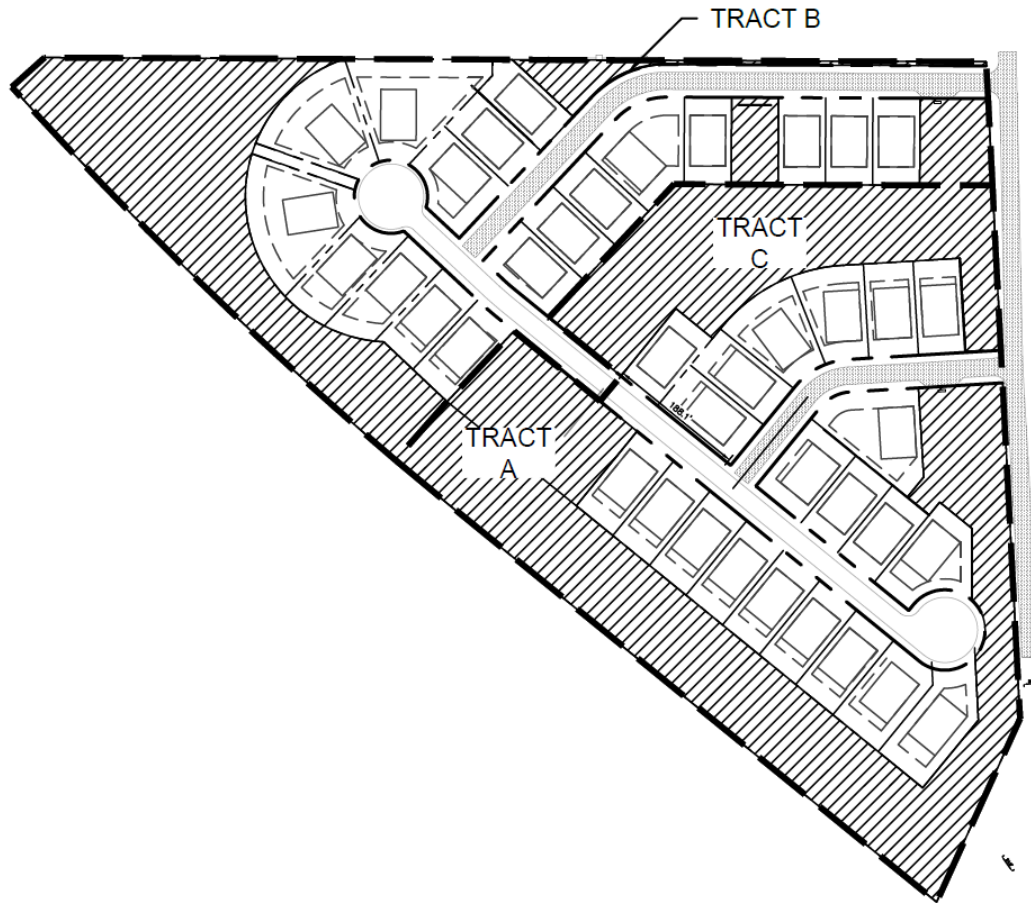


Figure 7 depicts the proposed revised site layout and development phasing. The site will have two access points off Sourdough Road which, with the exception of the first 250± feet, is currently unpaved. This application does not address the existing condition of Sourdough Road, but the current approval includes the requirement for the developer to repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2.

The internal street system is proposed to be private right-of-ways (45' in width) which will loop through the development. The proposal is to construct this development in two phases with Phase 1 (21 lots) being on the southern portion of the site and Phase 2 (18 lots) on the northern portion.

Phase 1 will consist of 21 single-family lots and all associated public improvements and utility work. Per the applicant's project narrative, upon completion and sale of the first 15 residences of Phase 1, the required turn lane improvements to Highway 67 (per Colorado Department of Transportation) will be made at the intersection of Fairfield Lane and Highway 67. The applicant anticipates the CDOT improvements will be completed prior to the issuance of certificates of occupancy for the remaining six residences within Phase 1.

Regarding Phase 2, the applicant has stated the timing of construction is dependent upon future market demand which is currently estimated to be in the second quarter of 2026. Once the applicant believes the market is right, the final proposed 18 residences, along with their public improvements and utility work, will be built out.

Figure 7: Proposed Layout of Subject Property

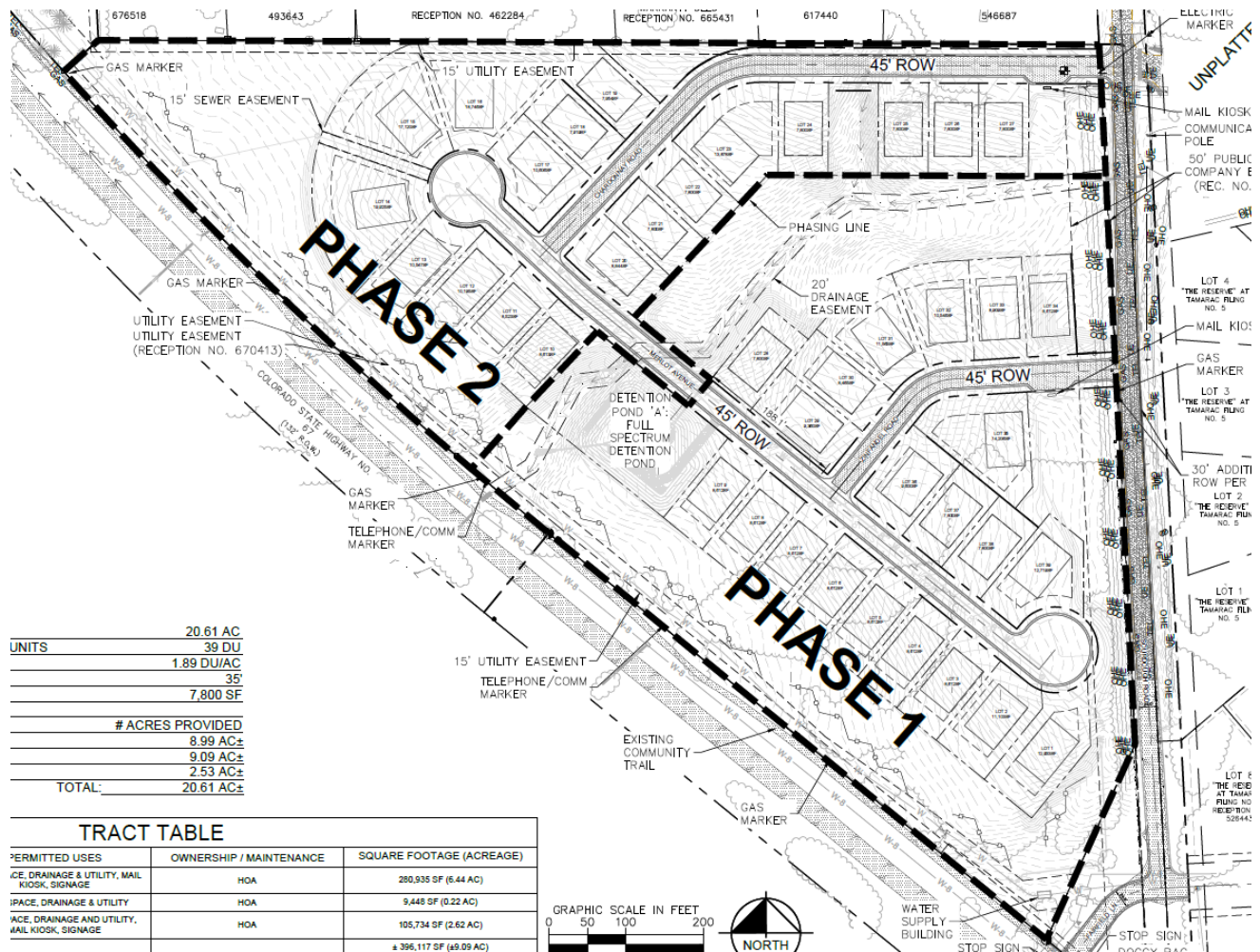
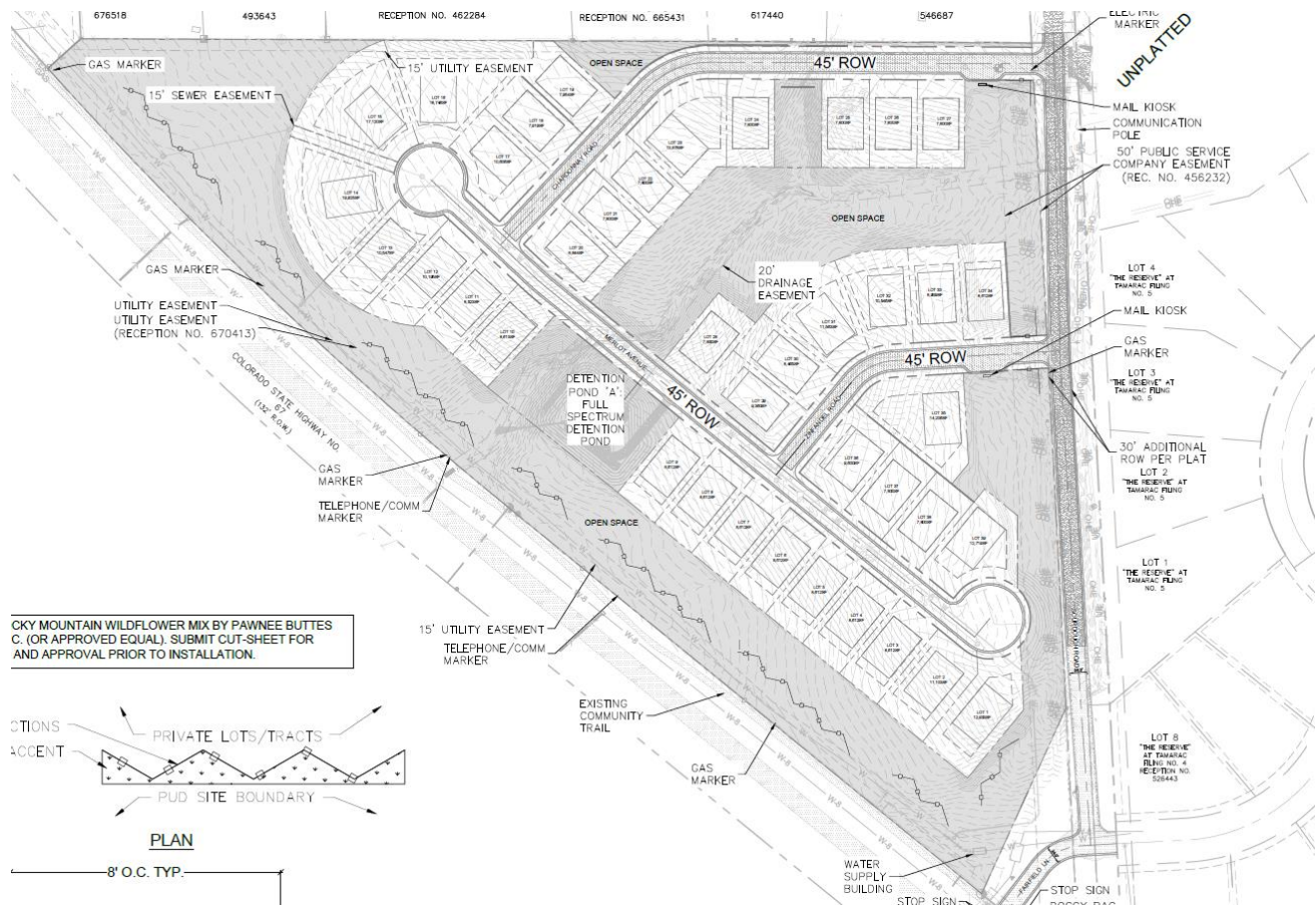


Figure 8 below is a snap shot of the preliminary landscaping plan that was included in the application packet. The dark shaded areas are proposed to be “open space”. The 9.09± acres of open space is approximately 44 percent of the 20.61 acre site. The applicant has stated that pedestrian paths are planned for the site although the location of the trail system is not called out on the plans that have been submitted.

Figure 8: Proposed Preliminary Landscaping Plan



CODE COMPLIANCE – PUD AMENDMENT

The following applicable sections of Chapter 18.30 have been considered in the evaluation and analysis of this PUD amendment:

§18.30.010 Purpose.

A. *The purpose of the PUD district is to provide more flexibility and latitude of design, to provide for a greater variety of principle and accessory uses in the development or redevelopment of lands, to meet the technological changes in concepts and to encourage initiative and more efficient allocation and creative development of parks, recreation areas and open space.*

Complies. The proposed PUD amendment would provide greater flexibility in the design and development of the site in keeping with market demand for detached residential development while encouraging more efficient allocation of recreation areas and open space. The PUD zone allows for up to 2 DU/acre (or as many as 41 units on 20.61 acres) but with only 39 residential lots proposed, the maximum density is only 1.89 DU/acre. A total of 9.09 acres (44% of the lot) is dedicated as open space. Only one (1) residential use per lot is allowed; guest houses and/or accessory dwelling units are not permitted, nor are

detached accessory buildings (i.e. garages, sheds, etc.). Consistent with the current approval, the applicant proposes narrower road rights-of-ways (45 feet wide rather than the required 50 feet) but compensates by increasing the width of front yard easements to 15 feet (where 10 feet is typical).

- B. To best accomplish these objectives, and in order to develop an acceptable plan that is in keeping with other chapters of this title, it is essential that the proponents coordinate their development with the planning commission.*

Complies. Everything related to a PUD zone district is considered by the Planning Commission who is scheduled to review this requested amendment on March 14, 2024. City Council is the approving authority for the PUD dimensional standards (§18.30.110). It is currently anticipated that City Council will review this application at their April 4, 2024 meeting.

§18.30.020 *Where district may be established.*

Not applicable. The PUD zone district for this land was established in 1992 by Ordinance No. 563, Series 1992 and remain in place and valid to this day.

§18.30.030 *Requirements for approval [for siting a PUD zone].*

Not applicable. The PUD zone district for this land was established in 1992. The proposed amendment's compliance with the PUD Final Development Plan Municipal Code is assessed in this staff report.

§18.30.070 ***Modification of subdivision requirements.***

This section allows for the waiver or modification of subdivision specifications that are contained in the Municipal Code for any associated subdivision within a PUD area if it is found that such specifications are not required in the interest of the PUD and that modifications of such specifications are not inconsistent with the interests of the City.

Consistent with the original approval, staff finds that the following specifications are not required in the interest of the PUD and that modifications of such specifications are consistent with City interests. Staff recommends the following modifications to the subdivision specifications in order to facilitate the subdivision of the 20.61-acre tract into 39 lots:

1. **§17.40.140:** Reduce the width of the local street right-of-way (ROW) with curb and gutter from 50 to 45 feet.

§18.30.080 ***Final Plan Requirements – Approval***

This is a request is to change the type of commercial use of only one lot within the overall PUD. The proposed site plan for the car wash use, which is reviewed administratively, maintains the original access and design requirements.

- A. The development plan of the PUD district shall meet the requirements of accepted land planning practices; promote public health, safety, and general welfare; provide adequate light, air, privacy and convenience; lessen and avoid congestion of the public streets and*

highways; conserve the values of surrounding properties; and protect against fire, panic, explosion, noxious fumes, flooding along natural watercourses, and other hazards.

Complies. The proposed PUD amendment meets accepted land planning practices. It promotes public health, safety and general welfare in the design and lot layout; and it provides adequate light, air, and convenience within and adjacent to the site given its open space provisions. The proposed residential development harmonizes with surrounding residential neighborhoods. While asking to increase the number of dwelling units, the proposed 39 residential lots (1.89 DU/acre) still falls below the maximum potentially allowed (2 DU/acre). Additionally more than 9 acres of open space is being preserved. Fire protection is available and adequate from the Northeast Teller Fire Protection District. All proposed construction would comply with the current International Building Codes, International Fire Code, local fire protection standards, drainage and flood control specifications and other codes and regulations applicable.

Since this PUD Master Plan and Preliminary Plat was approved in 2019, the City has adopted a new comprehensive plan, *Envision Woodland Park 2030*. Per the 2010 Plan, this area was identified for single family residential development. In *Envision Woodland Park 2030* plan, the Future Land Use Map has identified this area for mixed use. Neither plan makes recommendations for density of residential units. The new plan explains ‘mixed use areas’ as follows:

MIXED USE AREAS support a diversity of uses. This can be vertical mixed use or horizontal mixed use. These areas are typically in high use areas that are not currently developed. Specific characteristics are desired for each of the three identified mixed-use areas. A description of each mixed use area is listed below with a key on the map.

A: The area along Highway 67 already supports nodes of commercial development. Other areas are flexible in development as non-residential mixed use. The primary reason for discouraging residential development along the highway in the mixed use area is to provide a balance of employment and service land uses to serve the community and to ensure there is enough water to provide service to planned residential areas.

This requested amendment is to change density, or add residential lots, and not to change uses. When reviewing this request as part of the originally annexed area, which includes Shining Mountain on the west side of Highway 67, the intent of having mixed uses in the area is maintained.

- B. *The proponents of a PUD shall, after review of the preliminary plan with the planning commission, submit a final plan of development to the planning commission for its*

consideration, upon which plan the commission shall advertise and hold at least one public hearing. The development plan shall include, but not be limited to, the following information:

If approved, this PUD amendment will serve as the Final Development Plan for the site.

1. Location and size of the area involved;

Complies. The PUD amendment consists of 20.61 acres of land along the northern limits of the City of Woodland Park. It is located adjacent to and just east of Highway 67, east of the Shining Mountain Golf Course and mixed-use development, and west of Sourdough Road and the Reserve at Tamarac subdivision. The northern site boundary is shared with the Teller County boundary.

2. All improvements of surrounding properties lying adjacent to the proposed PUD district;

Complies. Surrounding property uses and improvements remain unchanged from the initial approval in 2019. To the immediate north is six lots within Kendora Pines subdivision (in Teller County - fully built) and Impact Church (in the City - built in 2006); to the east is Sourdough Road and 5 lots within the multiple filings of the Reserve at Tamarac subdivision and the 2-acre IREA substation (in Teller County); and to the south and west is Highway 67 and Shining Mountain Golf Course /mixed-use development.

3. The dwelling unit per tract density of residential areas included in the plan;

Complies. The applicant is proposing to increase the number of residential lots from 26 (1.26 DU/acre) to 39 (1.89 DU/acre) for detached single family residential units. The PUD zone district allows a maximum of 2 DU/acre.

4. Areas proposed to be conveyed, dedicated, or reserved for parks, parkways, playgrounds, school sites, public buildings and similar public and semi-public uses,

May Comply. The PUD amendment proposes 9.09 acres in three tracts (A through C) of private open space including drainage infrastructure. The applicant has stated that pedestrian paths are planned for the site although the location of the trail system is not called out on the plans that have been submitted.

Per MC Section 17.24.040, as part of the Final Plat review portion of this development process the proposed final plat will be routed to the City of Woodland Park Parks and Recreation Advisory Board (PRAB) for their review. PRAB's comments will be routed back to the Planning Commission and City Council for consideration. Park capital fees in lieu of park land dedication are required with the final plat.

5. The location and width of proposed streets, public ways, easements and other similar public and private facilities;

May Comply. The site will have two access points off Sourdough Road. The internal street system is proposed to be private right-of-ways (45' in width) which will loop through the development. Easements of varying width will be necessary for all water and sewer mains and will be platted and dedicated with the Final Plat. All lots are shown with 15-foot wide

utility easements along the front property line for power and other services. Additional easements may be required and can be determined at Final Plat.

The Traffic Impact Study included in this application analyzed the impact of 40 new residential lots (39 are proposed). They identified that 40 new residential lots will generate 378 with the following peak hour volumes:

Land Use and Size	Weekday Vehicle Trips						
	Daily	AM Peak Hour			PM Peak Hour		
		In	Out	Total	In	Out	Total
Single-Family Detached Housing (ITE 210) – 40 Dwelling Units	378	7	21	28	24	14	38

All approaches at the Hwy 67/Fairfield Lane intersection currently operate at a Level of Service B or better (where A is little congestion or delay and F is high level of congestion or delay). With the addition of 40 new residential lots, the Level of Service is projected to continue to operate at Level of Service B or better through the year 2045.

Pursuant to the study recommendation, the applicant proposes to install a 320-foot long (plus a 180-foot taper) northbound right-turn deceleration lane on Hwy 67. Further, as required in the current approval, the applicant will need to upgrade Sourdough Road (a 60-foot wide City right-of-way) for its entire length abutting the eastern site boundary to meet City standards.

This application and associated traffic impact study were routed to CDOT for review and comment. As of March 11, 2024 staff has yet to receive comments back. At a minimum, staff anticipates a CDOT access permit will be required.

6. *The use, height, bulk and location of all principal and accessory buildings on the development plan;*

Complies. The PUD Final Development Plan limits the use to strictly single family residential. Sample building zones are show on each of the lots on the PUD Master Plan. The Houses would be limited to a maximum building height of 35 feet which was the standard approved within the 2019 PUD Master Plan.

7. *Agreements, provisions, or covenants which govern the use, maintenance and continued protection of the planned development and any of its common open space. Said agreements, provisions or covenants must by written so as to be acceptable to the city;*

Complies. The applicant intends to establish an HOA complete with draft covenants which will be submitted with the Final Plat.

8. *A development schedule indicating the following:*

- a. *The approximate date when construction of the project can be expected to begin,*

Complies. The applicant stated that Phase 1 of the development is anticipated to begin in the 4th quarter of 2024.

- b. *The stages in which the project will be completed and the approximate date when construction of each stage can be expected to begin;*

Partially complies. The applicant is proposing to construct the project in two phases. Phase 1 of the development is anticipated in the 4 quarter of 2024. At the time of this current application, Phase 2 of the development is targeted to begin in the 2nd quarter of 2026.

The applicant has provided additional details regarding the construction of the required public improvements and utility work. Phase 1 will consist of 21 single-family lots and all associated public improvements and utility work. Per the applicant's project narrative, upon completion and sale of the first 15 residences of Phase 1, the required turn lane improvements to Highway 67 (per Colorado Department of Transportation) will be made at the intersection of Fairfield Lane and Highway 67. The applicant anticipates the CDOT improvements will be completed prior to the issuance of certificates of occupancy for the remaining six residences within Phase 1. The applicant is silent regarding the timing for installing the necessary improvements to Sourdough Road.

9. *The feasibility of the proposal for the disposition of sanitary waste and storm water runoff;*

May Comply. The applicant proposes to connect this development to City water, City sewer and City/CDOT surface water systems. Solid waste disposal is by private contract. Asphalt road surfaces in compliance with City standards contributes to the protection of overall air quality. Stormwater drainage on the site will be channeled by curb and gutter and the dry draw to the detention pond proposed adjacent to Hwy 67. During the referral period of this application, the City of Woodland Park Utility Director provided comments that the applicant will have to address in their next submittal. Those comments include the need to loop the proposed water line in compliance with engineering specifications.

10. *The location, number and dimensional plans of proposed off-street parking and loading facilities;*

Complies. Each lot contains adequate provision for at least two off-street parking spaces (may be inside a garage on the driveway) in compliance with the Municipal Code for residential development.

11. *A schematic landscaping plan indicating approximate location, number and type of shrubs, conifer, or deciduous trees or other form of landscaping treatment;*

Complies. Landscaping of the open space consists predominantly of wildfire mitigation, retention of existing healthy trees, wildflowers, native grasses and ornamental fence accents. Landscaping within each lot is at the discretion of the private landowner. During the Final Plat portion of this process, the applicant will be required to submit a Final Landscape Plan for the common open space areas of the development.

12. *All information required to be contained upon and the supplemental material to be accompanied with a preliminary subdivision plat in accordance with Sections 17.20.070 and 17.20.080 of the city's subdivisions regulations which has not been previously required;*
Complies. A Preliminary Plat has been submitted for consideration and code compliance is assessed in the section below.

§18.30.090 Common open space requirements. *No open space may be accepted as a common open space under the provisions of this chapter unless its character and quality have been approved by the planning commission:*

- A. The size and character of the dwellings to be constructed within the planned development;*
- B. The character of surrounding development;*
- C. The topography and existing amenities of the open area, including existing trees, groundcover and other natural features;*
- D. The manner in which the open area is to be improved and maintained for recreational or amenity purposes;*
- E. The existence of public parks or other public recreational facilities in the vicinity;*
- F. The relationship of the area in open space to the number of dwelling units;*
- G. Open space requirement determined by gross land acreage: 20.1 – 40 gross acres requires 15% open space.*

Complies. The applicant proposes 9.09 acres of private common open space (44.1% of the gross site area where only 15% is required). This is an increase over the current 5.05 acres which comprises 19.3% of the subject property. The common open space includes private trails, the dry draw, drainage, mail kiosks, signage, accent fencing, and retention of as many existing healthy trees as possible.

Within each lot, the applicant shows a feasible 49' x 70' (3,430 SF) buildable area which is smaller than the currently approved 60'x60' (3,600 SF) buildable area. While this private open space is smaller, with lots ranging in size from 7,800 SF to 19,925 SF in area, it still results in a minimum of 56.03% of each lot remaining in private open space.

§18.30.100 Permitted uses. *All uses allowed in a PUD are permitted conditionally and are designated under PUD in the table of permitted uses for business, industrial and residential districts located in Section 18.09.090.*

Complies. The PUD proposes only single family residential use and conditions are specified in the PUD Final Development Plan.

§18.30.110 Dimensional Standards. *The lot area per dwelling unit within a planned unit development, exclusive of the area occupied by streets, will be in harmony with the surrounding areas (reference Section 18.30.030), intent and purpose of this chapter and determined by serviceability, recommended by the planning commission and approved by city council. The maximum density permitted within a planned unit development is two dwelling units per gross acre. All other dimensional standards, including the maximum percentage of lot coverage by buildings, structures and impervious surface, the maximum height of buildings and structures, the minimum frontage of lots and the minimum front, side and rear yard building and structural setback*

requirements, shall be recommended by the Planning Commission and approved, approved with conditions or disapproved by City Council.

Complies. All development standards are included within the proposed Final Development Plan. The Table below compares the current proposed amendment to the previous approved Final Development Plan as well as the more typical Suburban Residential (SR) zone district standards.

Standard	Proposed Amendment	Current PUD Approval	SR Zone
Density (PUD Max = 2 DU/ac)	1.89 DU/gross acre	1.26 DU/gross acre	1.0 DU/gross acre
Principal Use	1 Single-family Residence	1 Single-family Residence	Same
Accessory Use	None	None	Allows Accessory Buildings, Accessory Dwelling Unit, Home Occupations
Open Space	9.09 acres (44.1%)	5.06 acres (25%)	40% (per lot)
Minimum Lot Area	7,800 SF	16,000 SF	15,000 SF
Maximum Impervious Cover (% gross lot area)	40%	30%	20% - 25%
Maximum Height	35 feet	35 feet	30 feet (main building) 20 feet (accessory building)
Minimum Lot Width/Frontage	40 feet	40 feet	40 feet
Front Setback	25 feet	25 feet	25 feet
Rear Setback	25 feet	25 feet	25 feet (main building) 4 feet (accessory building)
Side Setback	8 feet	8 feet	8 feet (main building) 4 feet (accessory building)
Side Corner Setback	15 feet	15 feet	25 feet
Maximum Setback Projection	3 feet	2 feet	None

Viable building areas exist on each lot. Construction drawings for roads, infrastructure (water, sewer, stormwater) and buildings are required to consider topography, surface drainage and soils with the design and must comply with City standards. Further, the development will be constructed in accordance with the City regulations including all applicable zoning and subdivision regulations, engineering specifications for roads, utilities, and drainage, and the current International Building Codes.

§18.30.120 Parking. *Off-street parking requirements in a PUD district shall be as follows:*

A. *For residential uses, as provided in Chapter 18.39 of this title;*

Complies. The Municipal Code requires two off-street (on-site) parking spaces for every residential unit. Compliance with parking requirements are reviewed and assessed with the Zoning Development Permit application for each house.

- B. *For non-residential uses, off-street parking and loading shall be as provided in accord with the requirements of Chapter 18.36.*

Not applicable.

§18.30.130 Landscaping. *Landscaping shall be adequate to provide a park-like appearance for the land, buildings and structures located within the boundaries of the planned unit development district.*

May Comply. The PUD amendment proposes 9.09 acres in three tracts (A through C) of private open space including drainage infrastructure. The private and common open space, plus the proposed landscaping (wildflowers, grasses, split rail fencing), contribute to a park-like appearance throughout the development.

CODE COMPLIANCE – PRELIMINARY PLAT

This Preliminary Plat application was reviewed under Title 17 Subdivisions of the City of Woodland Park Municipal Code. In italics below are the relevant plat and design standards applicable to this Preliminary Plat application followed by a staff analysis. A full copy of the Preliminary Plat is attached to this Staff Report as part of the application.

Chapter 17.20 Preliminary Plat. The subdivision regulations contain platting standards for all types of subdivisions. The platting standards contain specifications relating to the form and content of the Preliminary Plat.

§17.20.010 Preparation process. *After the subdivider has received written comments from the city planner, a preliminary plat shall be prepared by a surveyor, architect, professional planner or professional engineer for presentation to the planning commission. The preliminary plat shall be processed as follows: Twenty-five blueline copies and one reproducible copy of the preliminary plat shall be presented to the city planner along with the required supplemental material at least twenty days prior to a regular planning commission meeting. If the plat is in compliance with these regulations, the city planner will furnish the following agencies with a copy for their review and comments; all public utilities companies, the school district, Teller County, and the State Highway Department (where a subdivision borders on a state highway). The city planner may delay a preliminary plat for one regularly scheduled planning commission meeting if further processing is required.*

Complies. The Preliminary Plat was discussed during several pre-application conferences between the applicant and City Staff prior to submittal of this application. City of Woodland Park received a completed application February 1, 2024. The application, preliminary plat and supplemental materials were distributed with the PUD amendment to appropriate agencies for their review and comment.

§17.20.060 Design and drawing. *The Preliminary Plat shall be prepared as follows;*

- A. *The design should be in accordance with the subdivider's plans for actual development and therefore, should be a true representation of the subdivision which may eventually be recorded.*

- B. *The drawing shall be made at a scale of one-inch equals one hundred feet. A map of twenty-four (24) inches by thirty-six (36) inches is required. If more than one page then an index page shall be provided.*

Complies. The Preliminary Plat is a true representation of the subdivision as the applicant intends to record it in a final plat.

§17.20.070 Information (A through Q).

Complies. This section is long list of technical information required to be contained on the Preliminary Plat which must be prepared by a licensed professional land surveyor. All criteria from this section has been reviewed by staff. The Preliminary Plat is determined acceptable at this time. Rampart Surveys, LLC is the Colorado licensed professional Land Surveyor.

§17.20.080 Supplemental Material. *The preliminary plat shall be accompanied by the following supplemental material:*

- A. *A letter of intent addressed to the city council and planning commission containing the following:*
1. *A brief description of the tract, i.e. general location, physical features of the land, total acreage;*
 2. *Existing and proposed zoning;*
 3. *Proposed number of building sites and typical lot size;*
 4. *Proposed structures;*
 5. *A statement detailing how and when the subdivider proposes to provide and install all required sewers, water mains, pavement, sidewalks, drainage ways, trails and other utilities, i.e., electric, gas, telephone, as required;*
 6. *Any proposed variances from the subdivision regulations;*
 7. *Any additional information deemed necessary by the city staff;*
 8. *Signature of the subdivider;*
 9. *A written proposal explaining the subdivider's intent with regards to the dedication of parks, recreation areas, and open spaces and/or parks capital fees of land, the location within the tract or the amount of fees required for approval. (Continued)*

Complies. The letter of intent was submitted containing the necessary information required above.

- B. **Master Plan.** *When the preliminary plat covers only a part of the developer's contiguous holdings, twenty-five blue-line copies and one reproducible copy of a proposed master plan for development of said contiguous holdings shall be furnished. A master plan need only be submitted with the first preliminary plat submitted for the area and shall be processed along with the first preliminary plat, if not previously processed.*

Not applicable. The preliminary plat covers an independent area that is not part of contiguous holdings with other surrounding PUDs or developments. The current Preliminary Plat and PUD Amendment application are being processed concurrently and if approved, will act as the new approved Master Plan for the 26.1 acre site.

- C. *One copy of the accurate names and mailing addresses of the owners of all immediately adjoining land as their names appear on the tax records of the municipality or county. Also to be included are the names, mailing addresses and phone numbers of individuals or firms to whom*

notice of public hearings and billings for required fees (recording plats, public notices, sign postings, etc.) are to be sent.

Complies. Submitted with the application.

- D. If evidence of a geological hazard is presented by the City at the sketch plan stage, the subdivider shall present geologic hazard information.*

Not applicable. No geological hazard is present.

- E. One reproducible copy and two blueline copies of a twenty-four-inch by thirty-six-inch plat or plats showing the following 1 through 4 items [preliminary engineering for utilities and streets].*

Complies. All items have been submitted and include location and size of existing water and sewer lines within or adjacent to the tract; proposed layout of the water and sewer system; preliminary drainage plan; and proposed street grades including approximate horizontal and vertical curve data.

- F. Applications for any proposed variances from the subdivision regulations. A petition for annexation where applicable. A PUD or other zoning change application where applicable.*

Complies. As with the application in 2019, staff recommends granting the requested 5 foot variance of MC §17.40.140 (from 50 to 45 feet for the minimum width of local road right-of-ways with curb and gutter) and the PUD Final Development Plan as submitted.

- G. One copy of a preliminary utilities report as described in the city engineering specifications (if required).*

May Comply. A preliminary utility plan was submitted and reviewed by Public Works and Utilities department. As noted, staff has attached the City Red-line comment packet to this staff report that outlines Public Work's review. Detailed construction drawings for all infrastructure (i.e. roads, water system, sewer system, detention ponds, etc.) will be submitted for City Engineer's approval as the next step in the development process.

- H. A letter from the surveyor of the plat stating the total area of lots by zone, the area of streets and alleys, and the area of proposed park sites or open spaces and other lands to be dedicated to the city.*

Complies. The Site Data Table on the proposed preliminary plat shows approximately 9.09 acres of open space, 2.53 acres of private roads, and the remainder (8.99 acres) for 39 residential lots.

- I. Completed checklist of Teller County School District RE-2.*

Not applicable.

- J. Building envelopes and a driveway plan shall be submitted for all hillside lots showing the lot area from the street to the minimum building setback line at a scale of at least one inch equals one hundred feet, and showing a driveway location which conforms to city engineering specifications.*

Not applicable. No hillside lots (slopes of 30% or greater) exist on this site.

Chapter 17.40. Design Standards. The design standards contain specifications for a reasonable layout and design of lots, blocks, streets, sidewalks, easements and alleys to ensure an efficient, orderly, well planned subdivision ready for future construction. Relevant standards are listed below.

§17.40.010 - Purpose. *The character and environment of the City of Woodland Park for future years will be greatly affected by the design of subdivisions and the plats that are approved by the City. Planning, layout and design of a subdivision are of the utmost concern. The residents must have available to them within the area, safe and convenient movement to points of destination or collection. Modes of travel to achieve this objective should not conflict with each other or with abutting land uses. Lots and blocks should provide desirable settings for the buildings that are to be constructed, make use of natural contours and protect the view, afford privacy for the residents and protection from adverse noise and vehicular traffic. Natural features and vegetation of the area must be preserved if at all possible. Schools, parks, churches and other community facilities should be planned as an integral part of the area. In order to meet the above objectives, the City encourages innovative subdivision design.*

Complies. The proposed 39-lot subdivision is within a PUD zone and the preliminary plat and the PUD final development plan are identical. The layout and design are compatible with surrounding land uses, harmonize with the neighborhood, provide desirable settings for buildings, make use of natural contours, protect views, afford privacy and do not create conflicts with abutting residential land uses.

§17.40.020 - Site consideration. *Land which the city finds to be unsuitable for subdivision or development due to flooding, improper drainage, steep slopes, rock formations, adverse earth formations or topography, utility easements, or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the subdivision and/or its surrounding areas, shall not be subdivided or developed unless adequate methods are formulated by the developer and approved by the city to solve the problems created by the unsuitable land conditions. If the problem cannot be suitably corrected, such land shall be set aside for uses which shall not involve a danger or a harmful situation.*

Complies. The Preliminary Plat preserves the dry draw within a common open space tract. Lots and roadways are aligned with the site topography and provide adequate spacing and access. There is no land unsuitable for development (i.e. no terrain over 30% slope). A feasible building envelope has been depicted on each lot with adequate driveways and open space. Water, sewer, electricity, and natural gas can all be installed within the subdivision as laid out. Construction Drawings for grading, erosion control, drainage improvements, utilities installation and road construction will be submitted, reviewed and approved by the City Engineer in collaboration with the Fire District, CORE, Black Hills Energy, and applicable telecom companies.

§17.40.030 – Noise reduction. *Where a residential subdivision borders on a state highway, design thereof shall include adequate provisions for the reduction of noise. A parallel street, a landscaped buffer area, or lots with increased setbacks may be required. Arterial streets within the city may require similar provisions.*

Complies. Similar to the current approved plan, the houses closest to Hwy 67 are set away from the road. Due to the smaller lot sizes, this proposed amendment increases the width of the open space that will separate the houses from the highway and provide a buffer.

§17.40.050 - Streets—Frontage. *No subdivision shall be approved unless the area to be subdivided shall have a frontage on an existing street shown upon a plat approved by the planning commission and city council and recorded in the county clerk and recorder's office. Wherever an area to be subdivided is to utilize an existing adjacent street, the subdivider shall be required to improve said street to city specifications.*

May comply. All lots will have frontage on a street and each lot on the preliminary plat is consistent with the PUD Master Plan. Since Sourdough Road provides access to this development, it must be brought up to City standards for the full length that abuts this subject property.

§17.40.150 – Street names and numbers. *Street names shall not be used which will duplicate or be confused with the names of existing streets and shall be subject to approval of the City. Street numbers shall be assigned by the City staff.*

Partially Complies. Street names and numbers are assigned by the City at the time of Final Plat. All proposed street names have yet to be reviewed and approved by E-911.

§17.40.170 - Easements. *Where required, easements for all utilities other than public sewer and water lines shall be a minimum of twenty feet wide, ten feet of which shall be on each side of common rear lot lines where said lines abut. Where the rear lot line abuts on property outside of the subdivision of which there are no easements provided for of at least ten feet in width, then the easement or alley on the rear lot lines in the subdivision shall be at least twenty feet in width. Side lot easements, where necessary shall be at least ten feet in width, five feet of which shall be on each side of a common lot line. Where required, easements for public sewer or water shall be required with the width to be determined in accordance with the city engineering specifications.*

Complies. The Preliminary Plat shows 15 foot wide easements in all front yards and various widths for perimeter utility and drainage easements, all in conformance with CORE and City requirements.

§17.40.210 - Lots. *The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with the zoning ordinance and in driveway access to buildings on such lots from an approved street.*

Complies. All lots are reasonably arranged and buildable with adequate provision made for driveway access from an approved street and provision of a viable building envelope.

REFERRALS AND NOTIFICATIONS

Adjacent property owners within 150 feet were mailed a letter notifying them of the submittal of the application as well as all meeting dates including the scheduled Planning Commission public hearing. The site was posted with a public notice poster and notice of the public hearing was published in the Pikes Peak Courier in compliance with the Municipal Code. Staff has received no public comments regarding this proposed amendment and preliminary plat.

The application was referred to the City Utilities/Public Works Director, the City Attorney, the City Inspector, the City Engineer, City Manager, CDOT, Woodland Park Police Department, and West Teller County Fire. Comments from CDOT have yet to be returned. City staff issued red-line comment packets back to the applicant which is attached hereto.

STAFF RECOMMENDATION

APPROVAL, based on the findings in the staff report and as presented at public hearing, of the request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) for PUD2024-03 Planned Unit Development (PUD) Final Development Plan for 39 single family residential lots on 20.61 acres on Lot 2, Dayspring Christian Fellowship (205 Sourdough Road) in the PUD zone;

And,

That the Planning Commission recommend that City Council approve the dimensional standards as shown in PUD2024-03 Planned Unit Development (PUD) Final Development Plan for 39 single family residential lots on 20.61 acres on Lot 2, Dayspring Christian Fellowship (205 Sourdough Road) in the PUD zone.

THAT, based on the findings in this staff report and as presented at public hearing, approval of the request by Dave Garretson (Applicant) and Pines at Tamarac, LLC (Property Owner) for SUB2024-03 Preliminary Plat for 39 single family residential lots on 20.61 acres on Lot 2, Dayspring Christian Fellowship (205 Sourdough Road) in the PUD zone, subject to the following conditions:

1. Prior to installation of infrastructure, the applicant shall obtain a Zoning Development Permit for infrastructure, which application shall include:
 - a. Final utility plan with profiles for all water, stormwater, and sanitary sewer
 - b. Final grading and erosion control plan for the entire site and off-site improvements
 - c. Final on/off-site street plan with profiles with curb and gutter on both sides of Sourdough Road Final drainage plan and report
 - d. Approved CDOT Access Permit
 - e. Approved SWMP
2. Applicant must resubmit Preliminary Plat addressing all comments within the City-Redline Comment packet for approval.
3. Applicant must adhere to all CDOT requirements and gain necessary permits/approvals with CDOT.
4. Prior to conveyance of any proposed lot, the applicant shall
 - a. Record a Final Plat;
 - b. Complete installation of all required improvements or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs associated with constructing the required improvements shall be borne by the developer.
 - c. Repair/upgrade Sourdough Road to City standards for the full length along the eastern boundary of Lot 2 or enter into Subdivision Development Agreement fully secured with an acceptable guarantee. All costs for this installation shall be borne by the developer;
 - d. Comply with CDOT requirements regarding the deceleration lane on Highway 67.
5. Prior to recording the Final Plat, the applicant shall submit:
 - a. Covenants, which include deed restrictions that establish a homeowners association to guarantee the architectural and landscape design and maintenance of the common open space; and

- b. Park Development Fees in the applicable amount.

STAFF REPORT ATTACHMENTS

Application

Approved Pines at Tamarac Master Plan & Preliminary Plat

City Red-line Comment Packet