PLANNING COMMISSION
REGULAR MEETING

December 19, 2018 // 7:00 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

1. Roll Call

2. Review of Agenda by the Planning Commission and Addition of Items of New Business to the Agenda for Consideration by the Planning Commission

3. Public Invited to be heard

   Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Planning Commission.

   Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Public comments are expected to be constructive. Written comments are welcome and should be given to the secretary prior to the start of the meeting. Written materials will not be accepted during the meeting in the interest of time.

B. CONSENT CALENDAR*

1. Approval of minutes of December 5, 2018

C. BOARD ACTION

1. Final Site Plan – Eagle Crossing Subdivision 8th Filing, Lot 1 Site Plan (Apartment Complex) – Larry Buckendorf/Morgan Kidder, Fossil Ridge Holdings, LLC, owner/applicant; Daniel Hull, LandOne Engineering, LLC, applicant's representative
   - Quasi-judicial
   - Staff presentation: Paul Hornbeck, Planner

D. COMMUNICATIONS

1. Communications from the Planning Commission

2. Communications from the Town Board liaison

The Town of Windsor will make reasonable accommodations for access to town services, programs, and activities, and will make special communication arrangements for persons with disabilities. Please call 970-674-2400 by noon on the Thursday prior to the meeting to make arrangements.

3. Communications from the staff

E. ADJOURN

* *Please note that items on the Consent Calendar will not be discussed unless requested by the Planning Commissioners or by applicants who have business listed on the Consent Calendar.*

Upcoming Meeting Dates

Wednesday, December 19, 2018	7:00 P.M.	Regular Planning Commission meeting**
Wednesday, January 2, 2019	7:00 P.M.	Regular Planning Commission meeting**
Wednesday, January 16, 2019	7:00 P.M.	Regular Planning Commission meeting**
Wednesday, February 6, 2019	7:00 P.M.	Regular Planning Commission meeting**

** Does not include any Planning Commission work sessions which may be requested and may also be scheduled for these dates.

PLANNING COMMISSION
REGULAR MEETING
December 5, 2018 // 7:00 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Chairman Schick called the regular meeting of the Planning Commission to order at 7:01 p.m.

1. Roll Call

The following Planning Commission members were present:

		Gale Schick
		Doug Dennison
		Kelly Hall
		Victor Tallon
		Jerry Bushelman
	Alternate	Cindy Scheuerman
	Absent	Dan Foreman
	Absent	Travis Yingst
Alternate	Absent	Scott Ready
Town Board Liaison	Absent	David Sislowski

Also Present:	Planning Director	Scott Ballstadt
	Chief Planner	Carlin Malone
	Deputy Town Clerk	Amanda Mehlenbacher

2. Review of Agenda by the Planning Commission and Addition of Items of New Business to the Agenda for Consideration by the Planning Commission

Mr. Tallon moved to approve the agenda as presented; Mr. Bushelman seconded the motion. Roll call on the vote resulted as follows; Yeas – Schick, Dennison, Hall, Tallon, Bushelman, Scheuerman; Nays – None Motion carried

3. Public Invited to be heard

Mr. Schick opened the meeting up for public comment to which there was none.

B. CONSENT CALENDAR*

1. Approval of minutes of November 7, 2018

Mr. Tallon moved to approve the consent calendar as presented; Ms. Scheuerman seconded the motion. Roll call on the vote resulted as follows; ; Yeas – Schick, Dennison, Hall, Tallon, Bushelman, Scheuerman; Nays – None Motion carried

C. BOARD ACTION

1. Preliminary Major Subdivision – Raindance Subdivision Fifth Filing – Martin Lind, Raindance Land Company, LLC, owner and applicant; John Meyers, TST Inc. Consulting Engineers, applicant's representative

- Quasi-judicial
- Staff presentation: Millissa Berry, Senior Planner

Chief Planner, Carlin Malone presented on behalf of Ms. Berry.

Ms. Malone introduced the applicant and presented the PowerPoint presentation included in packet material, with the following information: The applicant, Mr. Martin Lind of Raindance Land Company, LLC, has submitted a preliminary major subdivision plat, known as Raindance Subdivision Fifth Filing. The subdivision encompasses approximately 33.8 acres and is zoned Planned Unit Development (PUD). Approximately 11.74 acres area proposed for single-family lots and adjacent open space; approximately 22.06 acres is intended for future development.

Preliminary Plat characteristics:

- 53 single-family lots
- Lot size range: 5,500 sf to 7,790 sf (minimum lot size for single family lots with front loaded garage per PUD is 4,000 sf)
- Average lot size of 5,916 sf
- Typical (mode) lot size: 5,500 sf (36 of the 53 lots)
- Density: 4.52 dwelling units / acre
- Product: 1 & 2-story houses with attached garages
- Tracts for open space / agriculture use (4.6 acres) and future development (22.06 acres)
- Extension of trail system

The applicant held a neighborhood meeting on October 15, 2018, in accordance with Chapter 16, Article XXXI of the Municipal Code. There were four neighbors in attendance.

Staff recommends that the Planning Commission approve the preliminary major subdivision as presented subject to all remaining Planning Commission and staff comments shall be addressed on the final major subdivision plat.

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Mr. Bushelman inquired if the open space will be used for future development.

Ms. Malone responded that it will be for future development.

Mr. Tallon moved to approve the Preliminary Major Subdivision – Raindance Subdivision Fifth Filing subject to all remaining Planning Commission and staff comments being addressed on the final major subdivision plat; Mr. Dennison seconded the motion. Roll call on the vote resulted as follows: ; Yeas – Schick, Dennison, Hall, Tallon, Bushelman, Scheuerman; Nays – None Motion carried

2. <u>Preliminary Major Subdivision – Raindance Subdivision Seventh Filing – David Nelson, Raindance Land Company LLC, owner and Martin Lind, Raindance Land Company, LLC, applicant; Tom Siegel, Water Valley Land Company, applicant's representative</u>
    - Quasi-judicial
    - Staff presentation: Millissa Berry, Senior Planner

Chief Planner, Carlin Malone presented on behalf of Ms. Berry

Ms. Malone introduced the applicant and presented the PowerPoint presentation included in packet material, with the following information: The applicant, Mr. Martin Lind of Raindance Land Company, LLC, has submitted a preliminary major subdivision plat,

known as Raindance Subdivision Seventh Filing. The subdivision encompasses approximately 94.6 acres and is zoned Planned Unit Development (PUD).

Preliminary Plat characteristics:

- 125 single-family lots
  - Lot size range: 6,600 sf to 1 acre
    - 40 6,600 sf lots
    - 40 7,700 sf lots
    - 45 1 acre lots
  - Acre lots adjacent to Hilltop Estates / Pelican Hills Subdivision transitioning into smaller lots adjacent to Raindance 1st and 2nd Filings
- Density: 1.3 dwelling units / acre
- Product: 1 & 2-story houses with attached garages; custom homes on acre lots
- Parks (owned and maintained by metropolitan district)
  - 3 acre community park
  - 1.27 acre neighborhood / pocket park
- Tracts for open space / agriculture use = ~ 20 acres
- Extension of trail system

The applicant held a neighborhood meeting on October 30, 2018, in accordance with Chapter 16, Article XXXI of the Municipal Code. Two neighbors attended.

Staff recommends that the Planning Commission approve the preliminary major subdivision as presented subject to all remaining Planning Commission and staff comments shall be addressed on the final major subdivision plat.

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Mr. Bushelman commended the developer for the placing large lots adjacent to Hilltop Estates.

Mr. Tallon moved to approve the Preliminary Major Subdivision – Raindance Subdivision Seventh Filing subject to all remaining Planning Commission and staff comments being addressed on the final major subdivision plat; Mr. Bushelman seconded the motion. Roll call on the vote resulted as follows: ; Yeas – Schick, Dennison, Hall, Tallon, Bushelman, Scheuerman; Nays – None Motion carried

3. Preliminary Major Subdivision – Raindance Subdivision Sixth Filing – David Ware, McStain Neighborhoods LLC, applicant; Brian Williamson, TST Inc. Consulting Engineers, applicant's representative
   - Quasi-judicial
   - Staff presentation: Carlin Malone, Chief Planner

Ms. Malone introduced the applicant and presented the PowerPoint presentation included in packet material, with the following information: The applicant, David Ware of McStain Neighborhoods, has submitted a preliminary major subdivision plat, known as Raindance Subdivision Sixth Filing. A site plan is being reviewed concurrently with the subdivision application (Item C.4). The subdivision encompasses approximately 10.36 acres and is zoned Planned Unit Development (PUD). Approximately 6.12 acres area proposed for 64 single-family residential lots for single-family attached buildings.

Preliminary Plat characteristics:

- 64 single-family lots with attached units (duplex buildings)
  - Lot size range: 4,000 – 5,419 sf
  - Typical lot size: 4,000 sf
- Density: 6.12 dwelling units / acre
- Product: 1 & 2-story duplex buildings with attached garages; one dwelling unit per lot; alley-loaded garages, front porches facing public right-of-way
- Tracts for open space (1.93 acres) and public right-of-way (1.37 acres)

The applicant held a neighborhood meeting on October 15, 2018, in accordance with Chapter 16, Article XXXI of the Municipal Code. There were four neighbors in attendance.

Staff recommends that the Planning Commission approve the preliminary major subdivision as presented subject to all remaining Planning Commission and staff comments shall be addressed on the final major subdivision plat.

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Ms. Scheuerman inquired if the 4000 sf lot size will house one duplex or one dwelling unit.

Ms. Malone responded that there will be one dwelling unit per lot.

Mr. Tallon moved to approve the Preliminary Major Subdivision – Raindance Subdivision Sixth Filing subject to all remaining Planning Commission and staff comments being addressed on the final major subdivision plat; Ms. Scheuerman seconded the motion. Roll call on the vote resulted as follows: ; Yeas – Schick, Dennison, Hall, Tallon, Bushelman, Scheuerman; Nays – None Motion carried

4. Preliminary Site Plan – Raindance Subdivision Sixth Filing – David Ware, McStain Neighborhoods LLC, applicant; Brian Williamson, TST Inc. Consulting Engineers, applicant's representative
   - Quasi-judicial
   - Staff presentation: Carlin Malone, Chief Planner

   Ms. Malone introduced the applicant and presented the PowerPoint presentation included in packet material, with the following information: The applicant, David Ware of McStain Neighborhoods, has submitted a preliminary site plan for Raindance Subdivision 6th Filing Townhomes. A major subdivision land use application, Raindance Subdivision 6th Filing (Item C.3), is being reviewed concurrently with the subject preliminary site plan application.

   The 10.36-acre property is currently undeveloped and zoned RMU (Residential Mixed Use) with PUD (Planned Unit Development) zoning overlay. The subject site plan proposes 64 single-family attached (duplexes) townhome units.

   Proposed development characteristics include:

   - 64 single-family lots with 64 single-family attached townhome units (duplex buildings)
     - lot size range: 4,000 sf – 5,419 sf
     - typical lot size: 4,000 sf

- Density: 6.12 dwelling units per acre (gross)
- Product: 1 & 2-story duplex buildings with attached garages; one dwelling unit per lot; alley-loaded garages, front porches facing public right-of-way
- 1.93 acres of tracts for open space (19%) and 1.37 of new public right-of-way (13%)
- 128 garage parking spaces – parking ratio of 2 spaces/unit
  - on-street parking available
- Adjacent to future mixed use development, including residential, commercial, recreational amenities, and in close proximity to a future elementary school and middle school

Architectural:

- façade colors would be compatible with the surrounding neighborhood
- a variety of different rooflines and pitches (5:12, 3:12, and 4:12)
- standing seam metal and accent roofs
- lap siding (horizontal and vertical)
- stone front façade, covered front porches (with stone around front porch)
- dormers, decorative glass front doors, and decorative trusses and exterior rails

Staff recommends that the Planning Commission approve the preliminary site plan as presented subject to all remaining Planning Commission and staff comments shall be addressed on the final site plan.

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Mr. Schick complimented the applicant for including various design standards and upgrades to this project.

Mr. Tallon moved to approve the Preliminary Site Plan – Raindance Subdivision Sixth Filing subject to all remaining Planning Commission and staff comments being addressed on the final site plan; Ms. Scheuerman seconded the motion. Roll call on the vote resulted as follows; Yeas – Schick, Dennison, Hall, Tallon, Bushelman, Scheuerman; Nays – None Motion carried

D. COMMUNICATIONS

1. Communications from the Planning Commission
   Mr. Schick informed the Commission that he is unable to attend the December 19th Planning Commission meeting.

2. Communications from the Town Board liaison
   None

3. Communications from the staff

   a. Site Plan – Highlands Industrial Park Subdivision L5B2 - Zen Zen – 7240 Greendale

   Ms. Malone reported that the plan will be reviewed and approved administratively by staff; however, if there are any comments to please forward them to staff at your earliest convenience.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:23 p.m.

_____

Deputy Town Clerk, Amanda Mehlenbacher

MEMORANDUM

Date: December 19, 2018
To: Planning Commission
From: Paul Hornbeck, Senior Planner
Re: Final Site Plan – Eagle Crossing Subdivision 8th Filing, Lot 1 Site Plan (Apartment Complex) – Larry Buckendorf/Morgan Kidder, Fossil Ridge Holdings, LLC, owner/applicant; Daniel Hull, LandOne Engineering, LLC, applicant's representative
Item #: C.1

Background / Discussion

The applicant, Mr. Larry Buckendorf of Fossil Ridge Holdings, LLC, represented by Mr. Daniel Hull of LandOne Engineering, has submitted a final site plan, known as Eagle Crossing Subdivision 8th Filing, Lot 8. The property is located south of Steeplechase Drive and approximately 1/3 mile west of Highland Meadows Parkway. The lot is being created as part of a concurrent minor subdivision which is combining two existing lots. The eastern portion of the new lot previously received site plan approval of four multifamily buildings containing 93 units as a part of a larger 18 building, 407 unit development. The western portion of the new lot was not site planned at that time due to an agreement between the surface property owner and mineral owners.

Site plan characteristics include:

- 4.59 acre site
- an additional 5 buildings and 111 units (for a total of 9 buildings and 204 units;
- parking provided at a ratio of 1.5 spaces per unit, in accordance with the code requirements in place at the time the site plan application was received
- site building coverage of 27%; and
- landscaped area of 30%.

Building characteristics will match the previously approved buildings and include:

- three story buildings with 5:12 roof pitches
- horizontal fiber cement lap siding as the predominant façade material;
- stone treatment around the base of buildings and around external stairways;
- covered decks and porches.

Please find enclosed the staff PowerPoint with elevation drawings for reference.

Relationship to Comprehensive Plan

The application is consistent with the Comprehensive Plan, specifically the following goal(s) and objective(s):

Chapter 5b – Growth Framework

Goal:

Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.

Objective:

1. *Prioritize new growth in areas currently served by Town infrastructure and services.*

Chapter 5c – Residential Areas Framework Plan

Goal:

Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.

Objective:

3. *Foster a diversity of housing types and sizes through coordinated land use planning and zoning.*
4. *Support high density residential development near Downtown, commercial centers, and mixed-use nodes.*

Recommendation

Staff recommends that the Planning Commission forward to Town Board a recommendation of approval of the Final Site Plan, subject to all remaining Planning Commission and staff comments being addressed.

Notification

The Municipal Code does not require notifications for Final Site Plan applications.

Attachments

Application materials
Staff PowerPoint

copy: Larry Buckendorf, applicant
Daniel Hull, applicant's representative

Introduction

The following information is being submitted as a request for the Town to complete a final site plan review of Lot 1 of Eagle Crossing Fifth Filing (Being a Replat of Lots 3 and 4, Eagle Crossing Fourth Filing). The information is also being submitted to set the tone for the proposed Project. From the Owner's perspective, the goal for the combined submittal and review process will be to:

- Show design intent.
- Provide details of the site, landscape, and building elevations.
- Provide clarification of the major aspects of the site plan.

Ultimately the Owner wishes to create a project that will meet their needs and be supported by the Town, which will expedite the review and approval process.

Location

A parcel of land in the Town of Windsor, County of Larimer, Colorado, located in the southeast quarter of Section 35, Township 6 North, Range 68 West of the Sixth Principal Meridian and more particularly described as follows:

Lot 1 of Eagle Crossing Fifth Filing (Being a Replat of Lots 3 and 4, Eagle Crossing Fourth Filing)

See vicinity map on Final Site Plan for general location.

Land Use

See attached Land Use Table and Final Site Plan.

Ownership

Fossil Ridge Holdings, LLC
7251 W. 20th Street, L-200
Greeley, CO 80634

Site Plan

See attached Final Site Plan.

Building Elevations

See attached Building Elevations.

Signage

Signage will be in general compliance with the Town of Windsor standards.

Circulation and Traffic

Access to the site will be from Steeplechase Drive. Pedestrian access will be from the sidewalk connection at Steeplechase. Interior drives and sidewalks provide circulation for the residents. See Final Site Plan.

Landscaping

Landscaping and Irrigation plans have been completed to meet the intent of Town's code. See Landscape and Irrigation Plans included with the submittal.

Potable Water

The Project will be served by the Fort Collins-Loveland Water District. A proposed 8-inch looped main will be provided to supply the domestic and fire flows. Fire hydrants adjacent/interior to the site will be provided. Each building will have a 4-inch fire service and a 1.5-inch domestic service. See Utility Plan.

Sanitary Sewer

The Project will be served by South Fort Collins Sanitation District. A proposed 8-inch sanitary sewer main with 6-inch services will provide the sanitary service within the Project. See Utility Plan.

Other Utilities

- Electric: The development will be served by Poudre Valley REA.
- Gas: The development will be served by Atmos Energy.
- Telephone: The development will be served by Century Link.
- Cable TV: The development will be served by Comcast Cable.

Grading and Drainage

Grading including drainage patterns have been determined and are identified on the Grading Plans. The grading and drainage of the Project will generally be from south to north. The open spaces, parking, and drives will be used to convey stormwater runoff to the existing drainage system. Ultimately the runoff will be mitigated by the Eagle Crossing Fourth Filing detention system located in Tract B. The grading and drainage will be completed based on accepted practices and Town of Windsor criteria. See Grading Plan and Utility Plan. Drainage and hydraulic analysis were completed to amend the existing drainage report.

Compliance

To the best of the applicant's knowledge, the Final Site Plan Submittal complies with Town of Windsor regulations and Development Code.

Final Site Plan

Eagle Crossing 8th Filing
Lot 1

Paul Hornbeck, Senior Planner

Planning Commission December 19, 2018

Site Plan

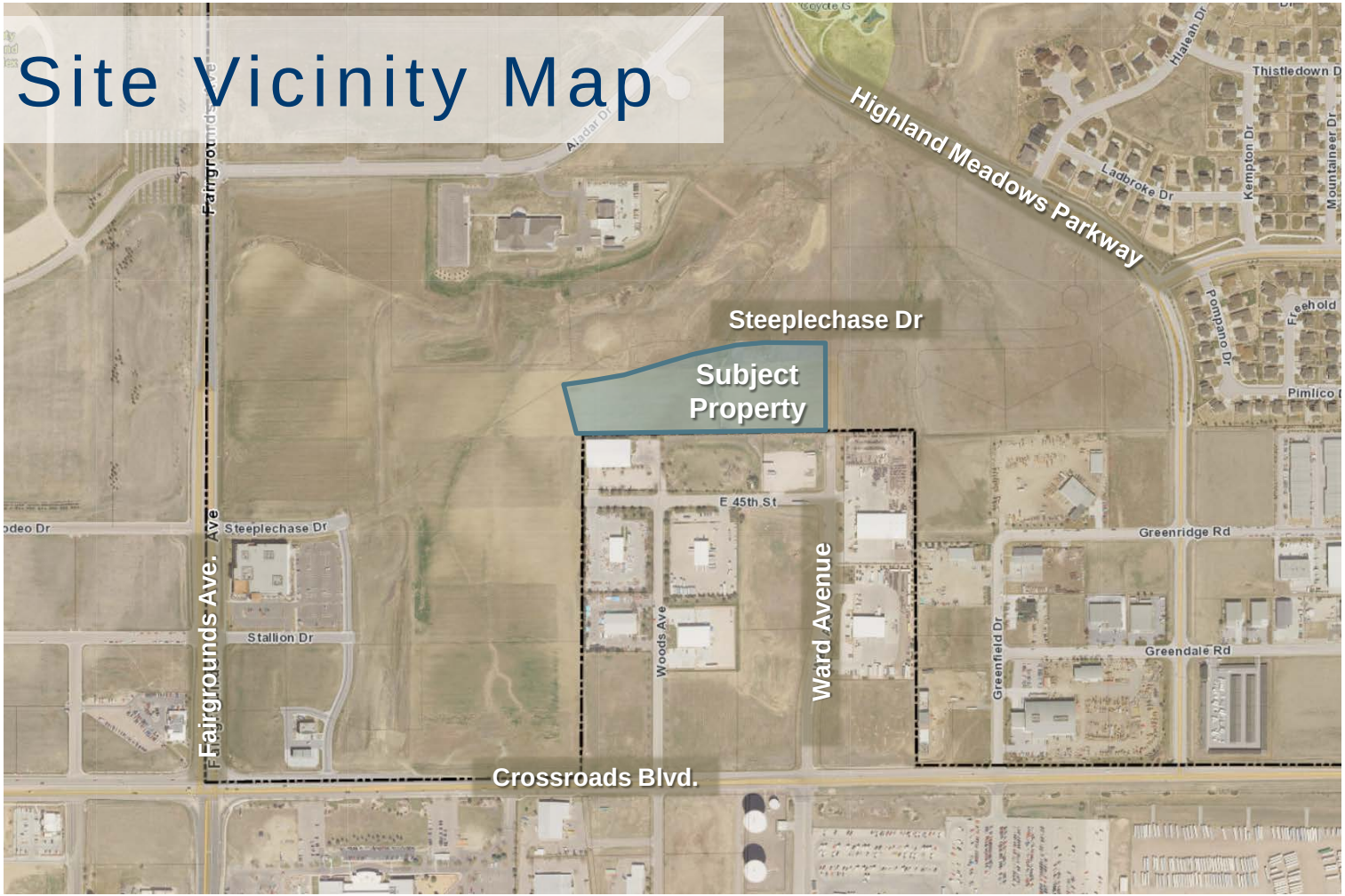
Article VII of Chapter 17 of the Municipal Code outlines the purposes of the Site Plan process, including:

Sec. 17-4-10. Purpose.

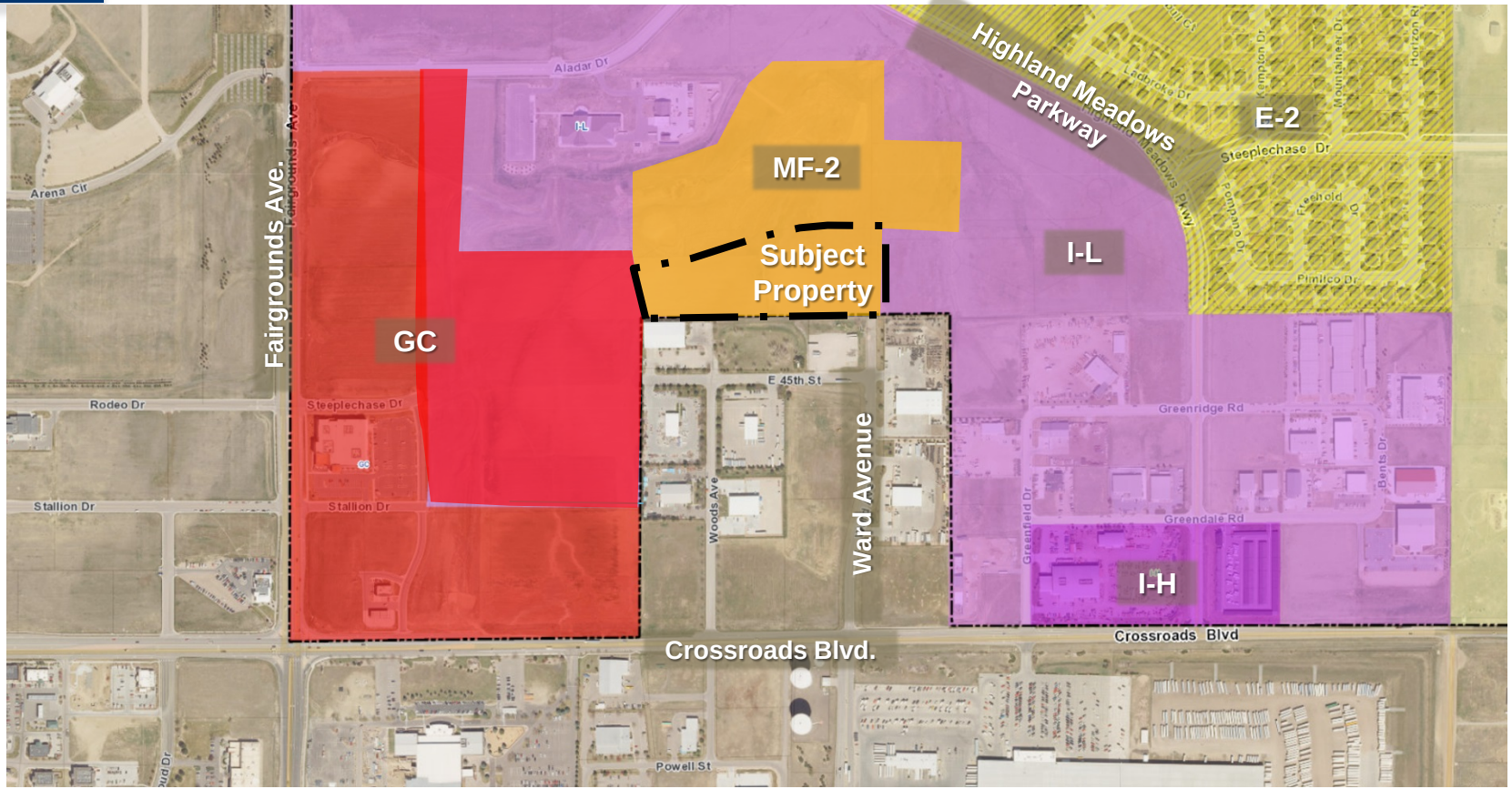
The purpose of the site plan procedure is to:

1. Develop land as a unit development.
2. Develop land zoned for multifamily, commercial or industrial uses.
3. Develop land which, in the opinion of the Town Planner, could have an adverse environmental impact upon the surrounding area or would have a major community land use impact.
4. To amend an approved site plan when the change involves additional land use…

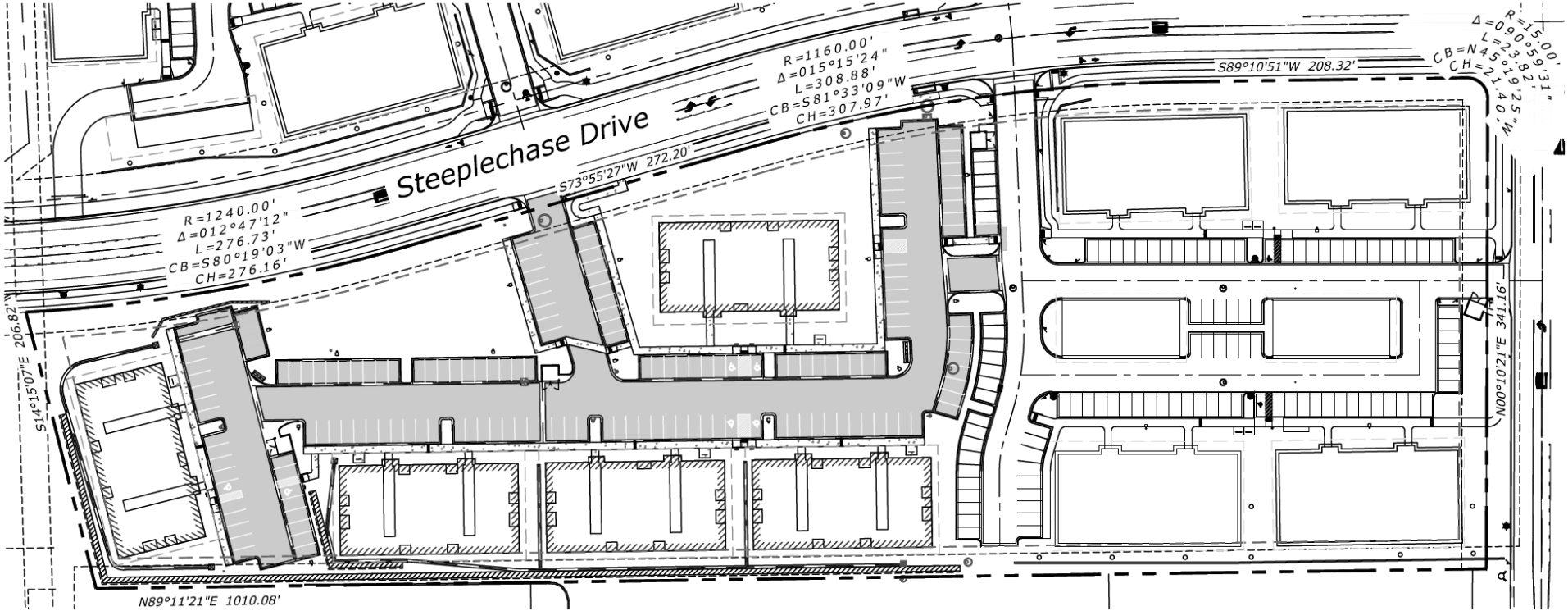
Site Vicinity Map



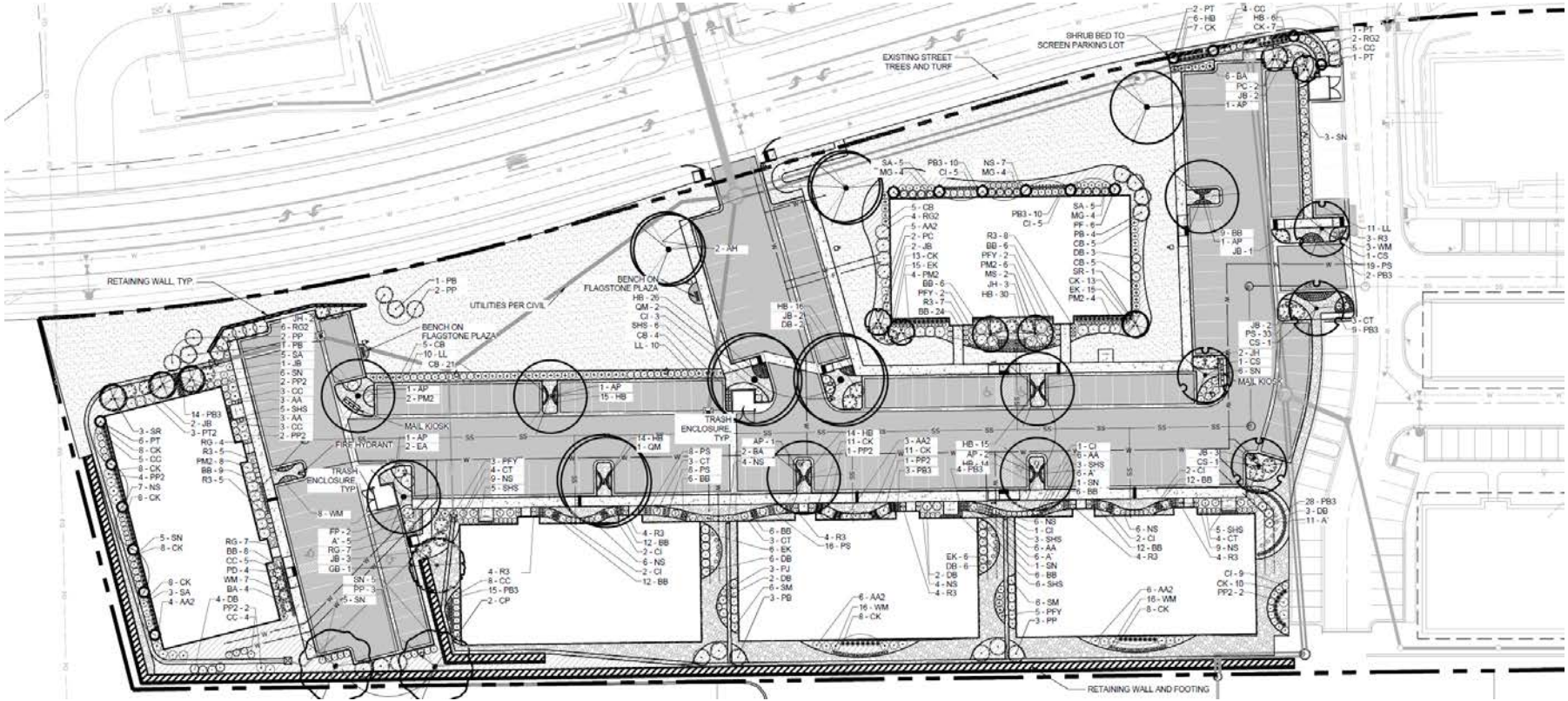
Zoning Map


Highland Meadows Parkway
E-2
MF-2
I-L
Subject Property
GC
I-H
Fairgrounds Ave.
Ward Avenue
Crossroads Blvd.
Aladar Dr
Arena Cir
Rodeo Dr
Stallion Dr
Steeplechase Dr
E 45th St
Woods Ave
Greenridge Rd
Greendale Rd
Greenfield Dr
Bents Dr
Pimlico Dr
Powell St

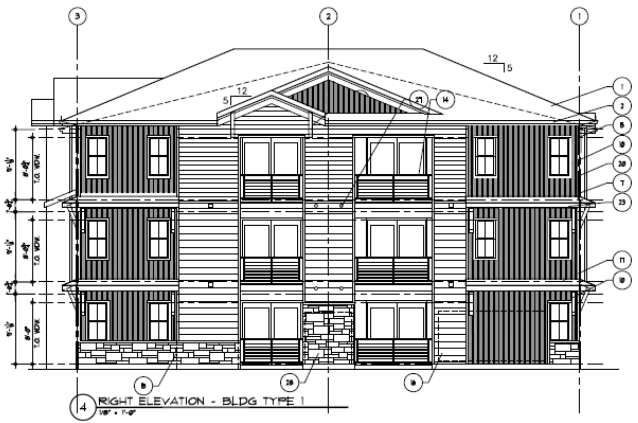
Site Plan


Steeplechase Drive
R=1240.00'
Δ=012°47'12"
L=276.73'
CB=S80°19'03"W
CH=276.16'
S73°55'27"W 272.20'
R=1160.00'
Δ=015°15'24"
L=308.88'
CB=S81°33'09"W
CH=307.97'
S89°10'51"W 208.32'
R=15.00'
Δ=090°59'31"
L=23.82'
CB=N45°19'25"W
CH=21.40'
N00°10'21"E 341.16'
S14°50'07"E 206.82'
N89°11'21"E 1010.08'

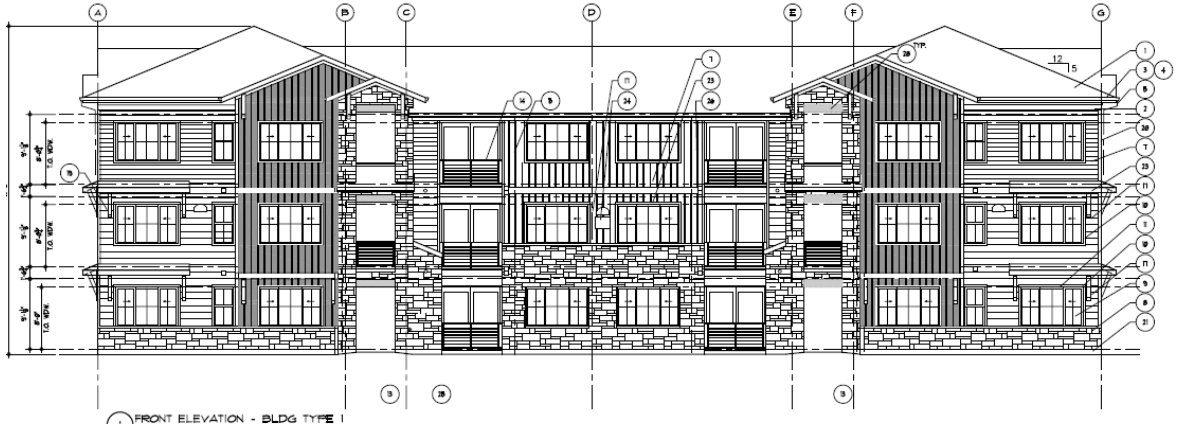
Landscape Plan



21-plex Building Elevations

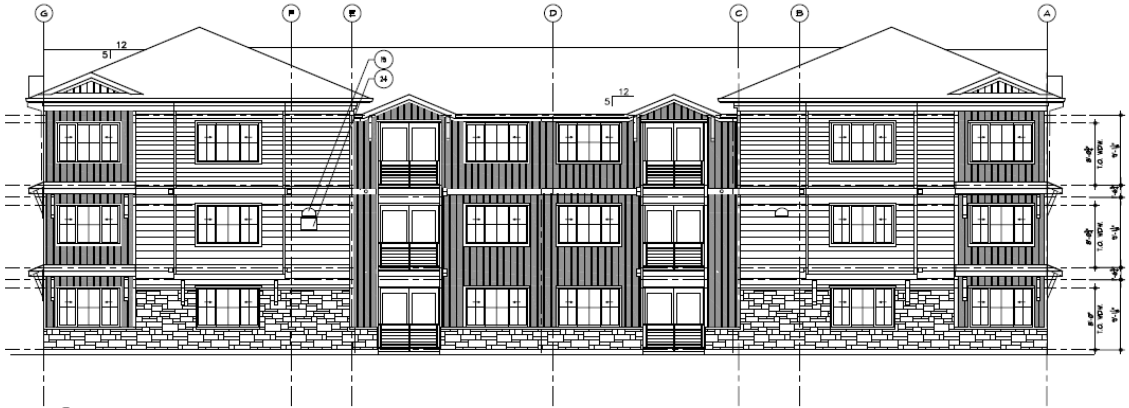


4 RIGHT ELEVATION - BLDG TYPE 1



1 FRONT ELEVATION - BLDG TYPE 1

3 LEFT ELEVATION - BLDG TYPE 1



2 REAR ELEVATION - BLDG TYPE 1

21-plex Building Redderings

PERSPECTIVE VIEW

MATERIAL SCHEME

STONE
BORAL PROSTONE
LEDGESTONE, CHARCOAL MIST

BOARD AND BATTEN SIDING
BENJAMIN MOORE 1609-TEMPTATION

8" AND 12" LAP SIDING
BENJAMIN MOORE 1468-WILLOW CREEK

DECORATIVE TRIM AND BRACKETS
BENJAMIN MOORE 1464-LIGHT PEWTER

FRONT ELEVATION

STONE

BOARD AND BATTEN

RIGHT ELEVATION

REAR ELEVATION

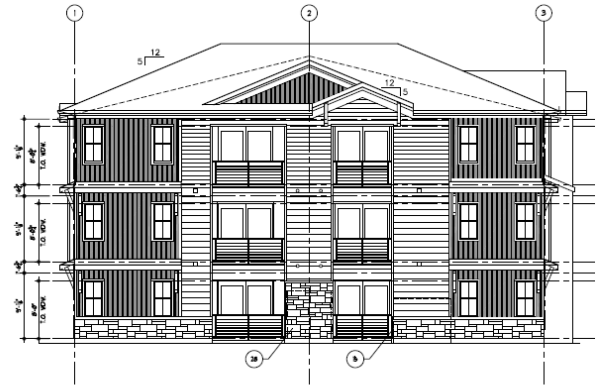
8" LAP SIDING

12" LAP SIDING

LEFT ELEVATION

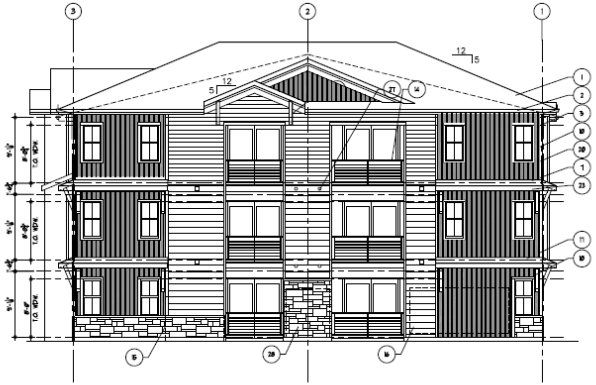
DECORATIVE TRIM

24-plex Building Elevations

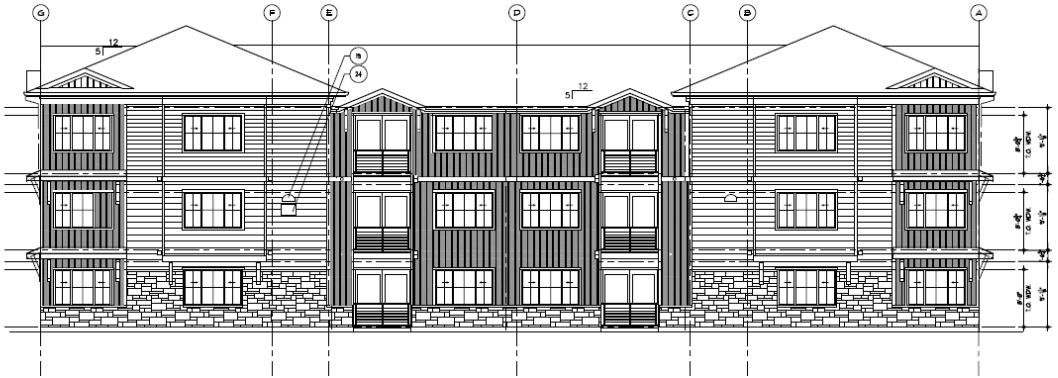


3 LEFT ELEVATION - BLDG TYPE 2

1 FRONT ELEVATION - BLDG TYPE 2



4 RIGHT ELEVATION - BLDG TYPE 2



2 REAR ELEVATION - BLDG TYPE 2

24-plex Building Renderings

PERSPECTIVE VIEW

MATERIAL SCHEME

STONE
BORAL PROSTONE
LEDGESTONE, CHARCOAL MIST

BOARD AND BATTEN SIDING
BENJAMIN MOORE 714-HIDDEN FALLS

8" AND 12" LAP SIDING
BENJAMIN MOORE 1468-WILLOW CREEK

DECORATIVE TRIM AND BRACKETS
BENJAMIN MOORE 1464-LIGHT PEWTER

FRONT ELEVATION

RIGHT ELEVATION

REAR ELEVATION

LEFT ELEVATION

Comprehensive Plan Conformance

Chapter 5b – Growth Framework

Goal: *Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.*

Comprehensive Plan Conformance

Chapter 5b – Growth Framework

Objective 1: *Prioritize new growth in areas currently served by Town infrastructure and services.*

Comprehensive Plan Conformance

Chapter 5c – Residential Areas Framework Plan

Goal: *Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.*

Objective 3: *Foster a diversity of housing types and sizes through coordinated land use planning and zoning.*

Objective 4: *Support high density residential development near Downtown, commercial centers, and mixed-use nodes.*

Recommendation

Staff recommends that the Planning Commission forward to Town Board a recommendation of approval of the Final Site Plan, subject to all remaining Planning Commission and staff comments being addressed.

Final Site Plan

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Site Plan Considerations

Sec. 17 Article VII. Design Standards and Required Improvements

1) General compliance with Comprehensive Plan
2) Intensity of use
3) Environmental impacts upon the surrounding area or have a major community land use impact
4) Preservation of desirable natural landscape features
5) Site layout, building location, traffic flow, parking, sidewalks, open space; coordinated layout with adjoining development
6) Meets street design and construction standards: access, drives, paving
7) Meets zoning parameters: lot size, dimensions, adequate building sites
8) Meets landscaping standards
9) Meets utility system improvements: storm drainage, sanitary sewer, potable and nonpotable water, underground electric power/other dry utilities, street lighting.