



AGENDA BRIEF

MEETING: Planning Commission - 09 Aug 2022
FROM: James Dickhoff, Planning Director

PROJECT: Sketch Major Design Review for Future Phase of Enclave at Aspen Village - Timberline Drive and Aspen Village Drive - South of Wall Mart
ACTION: Commission action

PURPOSE/BACKGROUND:

Application: Sketch Major Design Review

Property Location: Aspen Village Drive, between Tanglewood Lane and Timberline Drive
(South of Walmart)

Property Legal Description: Enclave at Aspen Village, future phase

Applicant: Town of Pagosa Springs

Property Owner: Rockchalk Properties, LLC

Applicant Representative: Derek Veerkamp, Servitas

Current Zoning: Town Residential High Density (R-22), with PD Overlay

Public Notifications: Have been made in accordance with the current LUDC, posting on property, mailed to property owners within 500 feet of the property boundary and published in the Pagosa SUN, for the PC and the TC public hearing meeting dates.

Proposed Project:

Development of 2ea - 2 story apartment buildings (total 12ea studios and 40ea 1-bdrm units) and 12ea 2 bdrm townhomes that contain 2 car garages and a resident clubhouse/leasing office building that contains 6ea 2 bdrm units, for a total 70 units on 3.16 acres (22 units per acre) along with a public park/playground area that will help serve the entire Aspen Village subdivision.

Proposed Project Application Process overview

The development application processes consist of the following:

- **Sketch Major Design Review** application consideration by the Design Review Board.
- **Final Major Design Review** application consideration in a subsequent hearing (date TBD), by the *Design Review Board for final decision*.
- **PUD Amendment** to remove this property from the PD Overlay District. Planning Commission recommendation and Town Council decision.
- **Plat Amendment** for a minor subdivision to subdivide the subject property from the existing Enclave townhomes and the associated common area. Administratively processed.

Background

This project is a public/private partnership project by and between the Town and their private sector partner, Servitas, to help address our community's growing need for housing units serving individuals and families with incomes between 60%-120% of area median income. These rental units will be owned by the Town of Pagosa Springs and operated by Servitas for 40 years and from then on continue under the Town's ownership, providing long term affordability.

- This housing development sketch proposal consists of
- 2ea 2-story buildings of 20 1br and 6 studio units
- A 2-story clubhouse building that includes 6ea 2br units
- 12ea 2-story, 2br townhome units

LUDC Article 3, Zoning and Article 4, Allowable Uses

The property is zoned R-22 (high density residential) which is described in the LUDC as:

The R-22 district allows the broadest range of residential types, including single-family residences, duplexes, patio homes, and apartments. The district is intended for locations closer to commercial centers and near downtown and may serve as a transition between commercial centers and lower-density residential neighborhoods. The district should have pedestrian-oriented, connected local streets and sidewalks, as well as accessibility to parks, open space, schools, and other civic activities. Additional private recreational amenities, such as tot lots or garden/courtyards, should be provided in apartment or townhome complexes. The maximum density is 22 units per acre.

LUDC Article 4, Allowable Uses

In the R-22 district, multi-family and townhome dwellings (aka *attached dwellings*) are allowed by right.

LUDC Article 5, Dimensional Requirements for the R-22 district

Maximum Density: 22 units per acre allowed. Property size is 3.16 acres, allowing up to 70 units. Proposal is for 70 units.

Setbacks: The setbacks in R-22 are 5 feet side and 10 feet rear, and 15 feet front setback. The Sketch site plan does not include dimensions but shows the approximate property lines and setbacks. It appears the proposal meets the setbacks.

A detailed site plan showing dimensions is required with the Final MDR application.

Front Setback: Appears to meet the minimum 15 feet from front property line for the R-22 district. **Complies**

Side setback: Appears to meet the minimum 5 feet from side property line for the R-22 district. **Complies**

Rear setback: Appears to meet the minimum 10 feet from side property line for the R-22 district. **Complies**

Building Height: The allowable maximum mid-span roof height in the R-22 district is 35 feet. The front elevation shown on the elevations included with this sketch plan application suggests a height of 27-28 feet to the roof peak. **Complies**

Landscaping: The applicant has not provided a landscaping plan or area percentage calculations, though there is enough land to meet the 15%* minimum. **A detailed landscape plan is required with the Final MDR application, demonstrating compliance with the 15% landscaping minimum. *The Aspen Village Design Review Committee Guidelines requires 20% landscaping.**

LUDC Article 6, Development and Design Standards

6.2 Flood Damage Protection Regulations: NA

6.3.1 Construction Erosion Control:

The existing site is over an acre, which requires a Colorado Storm Water Management Permit (SWMP). “Best Management Practices” (BMPs) shall be installed for storm water erosion control during construction activities and maintained in place as functional erosion control structures until re-vegetation has been re-established to a minimum of 70%. **Requires installation of BMPs prior to any excavation activities. Applicant shall submit SWMP prior to issuance of a building permit.**

6.3.2 Site Drainage / Drainage Analysis:

The storm water and drainage conveyance anticipated through curb and gutter. **The applicant shall include final drainage plans and calculations with the Final MDR application.**

6.3.3 Snow Storage:

LUDC 6.3.3: “Adequate space for snow storage shall be provided. For planning purposes, one (1) square foot of snow storage space is generally necessary for each two (2) square feet of area to be cleared”.

The initial phase appears it will have enough area to accommodate snow storage however, the applicant shall consider the storage needs for the proposed full build out. **Snow storage areas and storage area calculations shall be provided and shown on the site plan(s) in the Final MDR application to ensure adequate area for snow storage.**

6.3.4 Sanitary Sewer and 6.3.5 Potable Water and other Utilities:The development will connect to Pagosa Area Water and Sanitation District (PAWSD) facilities for water and sewer. Utility easements were platted, and utilities are installed, with utility lines privately owned. Applicant will need a master utility plan and verification from all utility providers regarding availability of service. **Written verification from the utility companies confirming approval of connections and ability to serve the development shall be submitted with Final MDR Application. The property currently has water, sewer, natural gas lines installed throughout with 28 paid sewer and water taps. Electric transformers are installed on site. Communication line connections shall be included on the Final MDR master utility plan.**

6.4 Sensitive Area Protection: not applicable.

Access and Circulation

6.6.2 Connectivity and 6.6.5 Sidewalks and Trails.

Vehicular access is provided via the existing Timberline Drive easement as well as two new proposed connections along Aspen Village Drive. **Complies.**

A public sidewalk and on-street bike lanes run along Aspen Village Drive and Alpha Drive, both of which provide connectivity with the Town to Pagosa Lakes Commuter trail. **The Final MDR application will show connections between internal walkways and public sidewalk and include dimensions on the site plan.**

Multi-family and Townhome Residential Design Standards:

6.8.3 SITE LAYOUT

A. *Building Orientation.* Primary entrances are oriented providing direct access to each unit's landscaped areas and walkways. **Complies.**

B. *Pedestrian Connections:* the internal walkways will provide logical shortest routes to connect between building entrances to parking spaces and to public sidewalks. **Complies.**

C. *Garage placement:* For units with garages, the drive aisle orients the garages to the interior of the property, limiting their visibility. **Complies.**

6.8.4 BUILDING DESIGN

A. *Four-sided Design:* The apartment building and clubhouse design will give equal attention to elements on all sides of the building oriented to the exterior. **Complies. The Townhome buildings should include four-sided design elements on the garage side.**

B. *Façade Articulation:* The primary facades are the east and west facing sides which both display 1. Variations in roof forms/planes; 2. Variations in materials; 3. Variations in wall plane; 4. Window awnings (lower level). **Complies.**

C. *Roof Form:* The apartment and clubhouse building's roof incorporate angles that break up a single roof plane. **Complies. The Townhome buildings may lack roof form on the garage side.**

6.9 PARKING AND LOADING

6.9.3 OFF-STREET PARKING REQUIREMENTS. Table 6.9-1 A. indicates 1 space for each 1-br (including studio/efficiency as a 1-br) unit, 2 spaces for each 2-br and larger unit, plus .25 spaces per residential unit for guest parking.

Use type

Need as proposed

Residential Buildings 18 2-BR units = 24 **spaces**

40 1-BR units = 40 **spaces**

12 Studio/efficiency units = 12 **spaces**

Guest parking needs 70 units x .25 = 17.5 **spaces**

Clubhouse 1/300 SF (proposed clubhouse size not available, 14 additional spaces provided which would accommodate 4,200 SF of gathering/office space)

93.5 total required spaces for residential uses. The proposal provides for 108 total parking spaces. *Square footage of clubhouse needed for complete analysis; appears the proposal can meet the minimum parking requirements.*

6.9.4 PARKING AREA LAYOUT AND DESIGN

A. Stall dimensions and layout meet the requirements and are hard surfaced. **Complies**

B. Parking Area Layout:

1. Parking and driveway will be asphalt or concrete surfaced. **Complies**
2. Parking location does not dominate the frontage or interfere with the pedestrian access. **Complies; pedestrian routes not shown at Sketch and will be required for Final**
3. Design Standards – **Complies with 6.7**
4. Lot Size. **Complies**

C. Landscaping. *“in areas that provide parking for more than 10 vehicles, at least 10% of the total area of the parking lot shall be used for landscaping and/or aesthetic treatment”.* **Tree islands not shown; will be provided in the Final MDR landscape plan.**

6.10 LANDSCAPE AND BUFFERS

A. 15% of the site is required to be landscaped per LUDC section 5.1.2. 20% required pursuant to the Aspen Village master association’s Design Criteria. A detailed landscape plan will be provided at Final MDR demonstrating how the landscaping meets the LUDC in terms of species, organic/inorganic plantings and care for landscape. Section (C.) and (D.), use of locally adapted and drought tolerant landscape is encouraged. Staff recommends the inclusion of street trees replacement along Aspen Village Drive where existing trees are dead or in poor condition. **A detailed landscape plan shall be submitted with the Final MDR application.**

B. Protection of Existing Vegetation. **No significant vegetation exists.**

E. Street trees shall be proposed for areas along the sidewalk and organized to reinforce, define and connect spaces and corridors created by buildings and other features along the street. Street trees along Aspen Village Drive are missing and need replacement. **Landscape Plan shall include existing and missing street trees on the landscape plan.**

F. Visibility and Security **Landscape Plan shall consider these elements.**

G. Landscape Plan Required: and submitted for review; Required at Final MDR application. **Appropriate plant materials for our region and local climate shall be installed prior to issuance of a Certificate of Occupancy.**

6.10.4 BUFFERING AND SCREENING

(D) Mechanical equipment. Mechanical equipment antennas, rooftop appurtenances, and outdoor storage areas should be screened. Rooftop appurtenances, such as mechanical equipment and antennas shall be screened from view. Details for screening mechanical equipment shall be provided with the Final MDR application and are required as part of the building permit application submittal.

(E.) Dumpster locations. Details for trash/recyclable collection area(s) and any required shielding (enclosure) shall be provided at Final MDR application.

1. EXTERIOR LIGHTING

An exterior lighting plan was not provided in the application and shall be submitted with the Final MDR application. The Exterior lighting plan shall demonstrate that all exterior lighting sources (bulb, LED board, reflective surface) will be completely shielded from visibility while standing at the property line.

All exterior lighting will be inspected after installation for compliance determination prior to issuance of CO. All exterior lighting shall ensure the light source (bulb, LED board, reflective surface) is completely shielded from visibility at the property line. **Lighting details to be submitted with Final MDR application; lighting will be inspected prior to or at the time of final building permit inspection.**

1. SIGN CODE.

The project is required to submit a sign permit application for consideration prior to installing any signs. **Signs, if any are subject to permit review under the Sign Code in force at the time of application. A comprehensive master sign plan for the entire property is encouraged.**

Major Design Review Approval Criteria includes:

(i) The development plan complies with all applicable development and design standards set forth in this Land Use Code, including but not limited to the provisions in Article 3, Zoning Districts, Article 4, Use Regulations, Article 5, Dimensional Requirements, and Article 6, Development and Design Standards.

Staff Comments: Staff finds the proposed sketch concept plan is generally consistent with the provisions of the LUDC.

(ii) The development plan is consistent with any previously approved subdivision plat, planned development, or any other precedent plan or land use approval as applicable.

Staff Comments: The Planned Development Overlay and the CC&Rs for the Enclave both currently apply to this property; the current property owner is submitting for an amendment to the PD Overlay which would release the subject property from the PUD Agreement for The Enclave. Current property owner is also amending the CC&Rs to release the subject property from the Enclave CC&Rs.

(iii) The development plan is consistent with the Comprehensive Plan and other adopted Town policies and plans, including any adopted transportation plan or streets/roadway plan.

Staff Comments: Staff finds the proposed project is generally consistent with the 2018 Comprehensive Plan (Chapter 4, Goal H-3), and Town Council's 2022-2023 Goals and Objectives, Goal 2, Workforce Housing (highest priority).

Summary:

The following lists the outstanding items from staff's analysis herein, which should be addressed with the submission of the Final MDR application:

1. Detailed site plan with dimensions.
 - a. Snow storage areas and calculations or plans for snow removal shown on plan.
2. Detailed elevations for all buildings with dimensions and material types and calculations of each.
 - a. Buffering and screening details for equipment, storage, dumpsters/recycling, etc.
3. Detailed landscape plan with total and required area calculations and listing appropriate plant types and numbers including in required parking islands.
4. Final drainage plans and calculations; must be stamped final by engineer prior to construction.
5. Photometric plan demonstrating no light beyond the property line; light fixture details including any shielding which may be required.
6. Evidence of CO SWMP prior to excavation/grading activities.
7. SF area of clubhouse for parking analysis.
8. If signage is planned, a comprehensive sign permit shall be applied for with Planning.
9. Addresses will be assigned during the building permit process.

ATTACHMENTS:

[Enclave Sketch Site Plan-PC](#)

[enclave sketch site plan -original overlay-PC](#)

[enclave sketch site plan view north-PC](#)

[enclave sketch site plan view east-PC](#)

[enclave sketch site plan view south-PC](#)

[enclave sketch site plan view west-PC](#)

[Enclave at Aspen Village Phase1 #814B Oct2-2006 - PC](#)

[Apartment Elevation SKETCH-PC](#)

[Clubhouse Elevation-PC](#)

[TH Elevations-letter-PC](#)

[TH Elevation and Floor Plan PC](#)

TOWN COUNCIL GOALS & OBJECTIVES:

Workforce Housing

RECOMMENDATIONS:

1. Move to approve the Major Design Review Sketch Plan for the 3.16 acre vacant Enclave property contingent on:
 - a. Town Council Approval of an amendment to the PUD agreement removing the subject property from the PD Overlay district
 - b. Submission of a Final Major Design Review Application that addresses all items contained in the staff report.
2. Move to continue the consideration of the 3.16 acre vacant Enclave property project until August 23, 2022.
3. Move to Deny the Sketch Major Design Review application for 3.16 acre vacant Enclave property, citing the following inconsistencies with the Land Use and Development Code.....
4. Other motion...